

CITY COUNCIL

AGENDA

Monday, November 15, 2010 – Council Chambers, City Hall

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

I. MINUTES

- I.1. Confirmation of the Minutes of the Organizational Meeting of Red Deer City Council on November 1, 2010

(Agenda Pages 1 – 17)

- I.2. Confirmation of the Minutes of the Regular Meeting of Red Deer City Council on November 1, 2010

(Agenda Pages 18 – 26)

2. POINT OF INTEREST

3. UNFINISHED BUSINESS

- 3.1. Organization Bylaw 3457/2010
Consideration of Third Reading
Division: City Manager
Department: Legislative & Governance Services

(Agenda Pages 27 – 38)

- 3.2. Land Use Bylaw Amendment 3357/Y-2010 - Non-Conforming Dynamic Signs - Location of dynamic sign on building located at 48 Street and 51 Avenue (AEI Sign)
Consideration of First Reading
(This report also contains backup material - for information purposes only - presented at previous Council meetings)

Division: Planning Services
Department: Planning Services

(Agenda Pages 39 – 67)

3.3. Land Use Bylaw Amendment - Secondary Suites

Division: Planning Services
Department: Inspections & Licensing

(Agenda Pages 68 – 70)

4. REPORTS

4.1. 2010 Returning Officer Post Election Activities

Division: City Manager
Department: Legislative & Governance Services

(Agenda Pages 71 – 72)

4.2. Appropriate Seniors' Housing

Division: Community Services
Department: Social Planning

(Agenda Pages 73 – 130)

5. BYLAWS

5.1. Tax Prepayment Bylaw Amendment (Bylaw 3208/98)

Consideration of Three Readings
Division: Corporate Services
Department: Assessment and Taxation Services

(Agenda Pages 131 – 134)

5.2. Land Use Bylaw Amendment 3357/T-2010 - 4419 55 Street to expand non-residential uses

Consideration of First Reading
Division: Planning Services
Department: Planning Services

(Agenda Pages 135 – 162)

6. PUBLIC HEARINGS

7. CORRESPONDENCE

7.1. Ivan Simon request for penalty cancellation

Division: Corporate Services
Department: Assessment and Taxation Services

(Agenda Pages 163 – 169)

7.2. December 1, 2010 - Capital Budget Meeting - Change of Time

Division: City Managers
Department: Legislative & Governance Services

(Agenda Pages 170 – 171)

- 8. PETITIONS AND DELEGATIONS**
- 9. NOTICES OF MOTION**
- 10. ADMINISTRATIVE INQUIRIES**
- 11. ADJOURNMENT**



M I N U T E S
of the ORGANIZATIONAL MEETING of RED DEER CITY COUNCIL
held on Monday, November 1, 2010
in the Council Chambers of City Hall,
commenced at 3:10 p.m.

Present:

Mayor Morris Flewwelling
Councillor Buck Buchanan
Councillor Paul Harris
Councillor Lynne Mulder
Councillor Chris Stephan
Councillor Tara Veer
Councillor Frank Wong
Councillor Dianne Wyntjes
City Manager, Craig Curtis
Director of Community Services, Colleen Jensen
Director of Corporate Services, Lorraine Poth
Director of Development Services, Paul Goranson
Acting Director of Planning Services, Joyce Boon
Legislative & Governance Services Manager (City Clerk), Elaine Vincent
Deputy City Clerk, Frieda McDougall
Corporate Meeting Coordinator, Bev Greter
City Solicitor, Don Simpson
Financial Services Manager, Dean Krejci

Absent:

Councillor Cindy Jefferies

Mayor Flewwelling welcomed the members of Council and outlined the procedure that would be followed for the Organizational Meeting.

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

Moved by Councillor Buck Buchanan, and seconded by Councillor Paul Harris

“Resolved that Council of the City of Red Deer agrees to enter into an In-Camera meeting of council on Monday, November 1, 2010 at 3:11 p.m. and hereby agrees to exclude the following:

- All members of the media; and
- All members of the public.”

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

MOTION CARRIED

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

Moved by Councillor Chris Stephan, seconded by Councillor Paul Harris

“Resolved that Council of the City of Red Deer hereby agrees to revert to an open meeting of Council on Monday, November 1, 2010 at 4:06 p.m.”

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

MOTION CARRIED

The motions as set out hereunder were passed relative to the following items:

1. Councillor appointments to various Boards, Committees, Commissions and Societies.
2. Deputy Mayor appointments for November 2010 to October 2011.
3. Establishment of Council Meeting Dates.
4. Confirmation of Citizen at Large Appointments to Council Committees.

5. Appointments to Societies.
6. Continuation of Ad Hoc Committees of Council.

COUNCILLOR APPOINTMENTS

Moved by Councillor Paul Harris, seconded by Councillor Lynne Mulder

Resolved that Council of the City of Red Deer hereby approves the Mayor and Councillor appointments for 2010 – 2011 to various boards, committees, commissions and societies, as per *Appendix "A"*, attached, and as presented to Council November 1, 2010."

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

MOTION CARRIED

2010-2011 COUNCIL REPRESENTATION ON COMMITTEES & SOCIETIES											Appendix "A"	
X = Member A = Alternate	Mayor Flewwelling	Councillor Buchanan	Councillor Harris	Councillor Jefferies	Councillor Mulder	Councillor Stephan	Councillor Veer	Councillor Wong	Councillor Wyntjes			
	COMMITTEES APPOINTED BY COUNCIL											
Audit Committee (staggered 2 year appointments)	X	X				X	X					
Community Housing Advisory Board					X			X				
Crime Prevention Committee				X				X				
Crime Prevention & Policing Study Ad Hoc Review Committee					X					X		
Emergency Management Committee	X	A	A	X	A	A	A	X		A		
Environmental Advisory Board								X			X	
GDAP – Ad Hoc									X			
Heritage Preservation Committee					X							
Municipal Features Naming Committee									X			
Municipal Planning Commission	X	A	X						X			
Nomination Review Committee									X		X	
Public Art Jury Committee				X								
Red Deer Subdivision & Development Appeal Board						X				A		

2010-2011 COUNCIL REPRESENTATION ON COMMITTEES & SOCIETIES											Appendix "A"
	Mayor Flewwelling	Councillor Buchanan	Councillor Harris	Councillor Jefferies	Councillor Mulder	Councillor Stephan	Councillor Veer	Councillor Wong	Councillor Wynnyes		
X = Member A = Alternate											
Parkland Airshed Management Zone (PAMZ)		X									
Piper Creek Foundation		X									
Queen Elizabeth II Scholarship Awards Selection Committee					X						
Red Deer Chamber of Commerce	X										
Red Deer College Arts Centre Advisory Committee			X								
Red Deer River Watershed Alliance			X								
Red Deer Regional Municipal Users Group (RDRMUG)		X									
Regional Waste Management Services Commission Board					X			A			
Westerner Exposition Board					X						X
SOCIETIES											
Red Deer Museum Society									X		
River Bend Golf & Recreation Society				X							
Tourism Red Deer									X		
Waskasoo Environmental Education Society (WEES)				X							

DEPUTY MAYOR APPOINTMENTS

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

“Resolved that Council of the City of Red Deer hereby approves the following Deputy Mayor appointments for November, 2010 to October, 2011:

November, 2010	Councillor Lynne Mulder
December, 2010	Councillor Cindy Jefferies
January, 2011	Councillor Paul Harris
February, 2011	Councillor Buck Buchanan
March, 2011	Councillor Chris Stephan
April, 2011	Councillor Frank Wong
May, 2011	Councillor Dianne Wyntjes
June, 2011	Councillor Tara Veer
July, 2011	Councillor Lynne Mulder
August, 2011	Councillor Cindy Jefferies
September, 2011	Councillor Paul Harris
October, 2011	Councillor Buck Buchanan

and authorizes

1. The Mayor to appoint an *Acting* Deputy Mayor during times of absence of the Deputy Mayor.
2. The Mayor to alter Deputy Mayor rotations. “

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

MOTION CARRIED

ESTABLISHMENT OF COUNCIL MEETING DATES

Moved by Councillor Dianne Wynthjes, seconded by Councillor Chris Stephan

“Resolved that Council of the City of Red Deer hereby agrees that regular meetings of Council commence at 3:00 p.m. and the budget meetings of Council commence at 1:00 p.m. with the exception that the December 1, 2010 Capital Budget meeting will commence at 1:15 p.m. and approves the following Council meeting dates for 2010/2011:

Monday	November 15, 2010	Regular Council Meeting
Monday	November 29, 2010	Regular Council Meeting
Wednesday	December 1, 2010	Capital Budget Meeting
Monday	December 13, 2010	Regular Council Meeting
Tuesday	January 4, 2011	Budget Meeting
Wednesday	January 5, 2011	Budget Meeting
Thursday	January 6, 2011	Budget Meeting
Friday	January 7, 2011	Budget Meeting
Monday	January 10, 2011	Regular Council Meeting
Tuesday	January 11, 2011	Budget Meeting
Wednesday	January 12, 2011	Budget Meeting
Thursday	January 13, 2011	Budget Meeting
Friday	January 14, 2011	Budget Meeting
Monday	January 24, 2011	Regular Council Meeting
Monday	February 7, 2011	Regular Council Meeting
Tuesday	February 22, 2011	Regular Council Meeting
Monday	March 7, 2011	Regular Council Meeting
Monday	March 21, 2011	Regular Council Meeting
Monday	April 4, 2011	Regular Council Meeting
Monday	April 18, 2011	Regular Council Meeting
Monday	May 2, 2011	Regular Council Meeting
Monday	May 16, 2011	Regular Council Meeting
Monday	May 30, 2011	Regular Council Meeting
Monday	June 13, 2011	Regular Council Meeting
Monday	June 27, 2011	Regular Council Meeting
Monday	July 11, 2011	Regular Council Meeting
Monday	August 8, 2011	Regular Council Meeting
Monday	August 22, 2011	Regular Council Meeting
Tuesday	September 6, 2011	Regular Council Meeting
Monday	September 19, 2011	Regular Council Meeting
Monday	October 3, 2011	Regular Council Meeting
Monday	October 17, 2011	Regular Council Meeting
Monday	October 31, 2011	Organizational Meeting & Regular Council Meeting

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

MOTION CARRIED

CITIZEN AT LARGE APPOINTMENTS TO COUNCIL COMMITTEES

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Community Housing Advisory Board* for terms to expire as follows:

Lisa Gwin	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Arun Mishra	Citizen Representative (term to expire at the Organizational meeting of 2012)
Vacant	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Myrtle Beaulieu	Aboriginal Representative (term to expire at the Organizational Meeting of 2012)”

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

MOTION CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Tara Veer

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Crime Prevention Advisory Committee* for terms to expire as follows:

Christopher Davis	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Louise Lambert	Citizen Representative (term to expire at the Organizational Meeting of 2012)
David Radcliffe	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Shelley Rattray	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Valdene Callin	Citizen Representative (term to fill unexpired term of Garnet Ward to the Organizational meeting of 2011)"

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

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Frank Wong

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Environmental Advisory Committee* for terms to expire as follows:

Rod Schumacher	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Kyla Therrien	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Larry Pimm	Citizen Representative (term to fill unexpired term of Don Wales to the Organizational meeting of 2011)"

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor

Paul Harris, Councillor Lynne Mulder, Councillor Chris Stephan,
Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne
Wyntjes

MOTION CARRIED

Moved by Councillor Frank Wong, seconded by Councillor Paul Harris

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Heritage Preservation Committee* for terms to expire as follows:

Vandy Bowyer	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Mary Fink	Citizen Representative (term to expire at the Organizational Meeting 2012)
Joe McLaughlin	Citizen Representative (term to expire at the Organizational Meeting of 2012) “

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

MOTION CARRIED

Moved by Councillor Paul Harris, seconded by Councillor Lynne Mulder

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Library Board* for terms to expire as follows:

Sylvia Bolkowy	Citizen Representative (term to expire at the Organizational Meeting of 2013)
Eugene Kulmatycki	Citizen Representative (term to expire at the Organizational Meeting of 2013)
Michael Todd	Citizen Representative (term to expire at the Organizational Meeting

of 2013) “

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

MOTION CARRIED

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

“**Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Municipal Features Naming Committee* for terms to expire as follows:

Brenda Campbell

Citizen Representative

(term to expire at the Organizational Meeting of 2012)”

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

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Chris Stephan

“**Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Municipal Planning Commission* for terms to expire as follows:

Peter Holloway

Citizen Representative

(term to expire at the Organizational Meeting of 2012)”

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

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Public Art Jury Committee* for terms to expire as follows:

Megan Brown	Citizen Representative (term to expire at the Organizational Meeting of 2011)
Brian McLoughlin	Citizen Representative (term to expire at the Organizational Meeting of 2011)
Dennis Nault	Citizen Representative (term to expire at the Organizational Meeting of 2011)
Don Lynch	Citizen Representative From Community Knowledgeable About Art (term to expire at the Organizational Meeting of 2011)”

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

MOTION CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Tara Veer

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Red Deer & District Family & Community Support Services Board* for terms to expire as follows:

May Harvie	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Vacant	Citizen Representative (term to expire at the Organizational Meeting of 2012)
Vacant	Citizen Representative (to fill the unexpired term of Margarita Bartolome to the Organizational Meeting of 2011)

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

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Frank Wong

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Red Deer Subdivision & Development Appeal Board* for terms to expire as follows:

Gayle Leasak	Citizen Representative (term to expire at the Organizational Meeting of 2012)
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Ron Moisey	Citizen Representative (term to expire at the Organizational Meeting of 2012)”
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IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Frank Wong, seconded by Councillor Paul Harris

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *Red Deer Appeal & Review Board* for terms to expire as follows:

Gayle Leasak	Citizen Representative (term to expire at the Organizational Meeting of 2012)
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Ron Moisey	Citizen Representative (term to expire at the Organizational Meeting of 2012)”
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IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor

Paul Harris, Councillor Lynne Mulder, Councillor Chris Stephan,
Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne
Wyntjes

MOTION CARRIED

APPOINTMENTS TO SOCIETIES

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

“Resolved that Council of The City of Red Deer hereby appoints the following to serve on the *River Bend Golf and Recreation Society* for terms to expire as follows:

Rod Anderson	Citizen Representative (term to expire at the Organizational Meeting of 2013)
Harry Numrich	Citizen Representative (term to expire at the Organizational Meeting of 2013)
Donald Young	Citizen Representative (term to expire at the Organizational Meeting of 2013)
Ed Dixon	Citizen Representative (term to fill unexpired term of Jim Claggett to the Organizational Meeting of 2011 effective on the date the amendment to the River Bend bylaws is registered at Corporate Registry)”

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

MOTION CARRIED

CONTINUATION OF AD HOC COMMITTEE OF COUNCIL

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

“Resolved that Council of The City of Red Deer hereby authorizes the continuation of

the *Crime Prevention & Policing Study Ad Hoc Review Committee* and the continuation of the current membership with terms to expire at the Organizational Meeting of 2011.”

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

MOTION CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Tara Veer

“**Resolved** that Council of The City of Red Deer hereby authorizes the continuation of the *Greater Downtown Action Plan (Ad Hoc) Steering Committee* and the continuation of the current membership with terms to expire at the Organizational Meeting of 2011.”

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

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Frank Wong

“**Resolved** that Council of The City of Red Deer hereby authorizes the continuation of the *SAFE Downtown Initiatives Task Force Ad Hoc Committee* and the continuation of the current membership with terms to expire at the Organizational Meeting of 2011.”

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

MOTION CARRIED

Moved by Councillor Frank Wong, seconded by Councillor Paul Harris

“**Resolved** that Council of The City of Red Deer hereby authorizes the continuation of the *Secondary Suite Regulation Ad Hoc Review Committee* and the continuation of the current membership with terms to expire at the Organizational Meeting of 2011.”

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

MOTION CARRIED

ADJOURNMENT

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

“**Resolved** that the Monday, November 1, 2010 Organizational Meeting of Red Deer City Council be adjourned at 4:21 p.m.”

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

MOTION CARRIED

MAYOR

CITY CLERK



M I N U T E S
of the REGULAR MEETING of RED DEER CITY COUNCIL
held on Monday, November 1, 2010
in the Council Chambers of City Hall,
commenced at 4:22 p.m.

Present:

Mayor Morris Flewwelling
Councillor Buck Buchanan
Councillor Paul Harris
Councillor Lynne Mulder
Councillor Chris Stephan
Councillor Tara Veer
Councillor Frank Wong
Councillor Dianne Wyntjes
City Manager, Craig Curtis
Director of Community Services, Colleen Jensen
Director of Corporate Services, Lorraine Poth
Director of Development Services, Paul Goranson
Acting Director of Planning Services, Joyce Boon
Legislative & Governance Services Manager (City Clerk), Elaine Vincent
Deputy City Clerk, Frieda McDougall
Corporate Meeting Coordinator, Bev Greter
City Solicitor, Don Simpson
City Planner, Haley Horvath
City Planner – Team Leader, Orlando Toews
Parks Superintendent, Trevor Poth
Financial Services Manager, Dean Krejci

Absent:

Councillor Cindy Jefferies



MINUTES

Moved by Councillor Lynne Mulder, seconded by Councillor Tara Veer

“Resolved that the Monday, October 4, 2010, Regular Council meeting minutes be approved as transcribed.”

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

MOTION CARRIED

Moved by Councillor Paul Harris, seconded by Councillor Frank Wong

“Resolved that the Wednesday, October 27, 2010, Special Council meeting minutes be approved as transcribed.”

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

MOTION CARRIED

POINTS OF INTEREST

On a Point of Interest, City Manager Craig Curtis expressed condolences to Mrs. Susan Malcolm and her family on the death of Richard Malcolm. Rick was an employee with The City of Red Deer for 32 years and acted as CUPE President throughout those years, serving with passion, diligence, and fairness in representing members. Councillor Dianne Wyntjes also spoke to her involvement with Rick in his role as CUPE President and conveyed condolences on his passing.

On a Point of Interest, Councillor Tara Veer indicated that she attended the Learning Disabilities Association of Alberta fundraiser and commended staff and volunteers for their good work.

On a Point of Interest, Councillor Paul Harris indicated that he shaved the lower portion of his face in recognition of Movember – Prostate Cancer Awareness



month.

On a Point of Interest, Mayor Morris Flewwelling indicated that he along with Councillors Wong and Mulder attended the Black Tie Bingo fundraiser of the Rotary Clubs of Red Deer.

On a Point of Interest, Councillor Buck Buchanan shared that he attended the Young Adult Cancer Canada fundraiser held at the Memorial Centre.

Mayor Morris Flewwelling shared that the following proclamations had been signed:

- Fetal Alcohol Spectrum Disorder Awareness Day
- Think Pink Week – Canadian Breast Cancer Awareness – September 13 – 17
- Muscular Dystrophy month – September
- Conflict Resolution Day – October 15
- Family Violence Prevention month – November

It was noted that Red Deer has the distinction of having one of the highest rates of family violence and one of the highest rates of reporting, and that measurable gains have been made in the fight to end family violence.

REPORTS

Insurance Practices and Program Report

Division: Corporate Services

Department: Financial Services

Moved by Councillor Lynne Mulder, seconded by Councillor Paul Harris

“Resolved that Council of the City of Red Deer hereby agrees to lift from the table consideration of Insurance Practices and Programs related to self insurance.”

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

MOTION CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Lynne Mulder

“Resolved that Council of the City of Red Deer having considered the report from the Financial Services Manager dated October 25, 2010 Re: Self Insurance agrees to not pursue any additional levels of self insurance



at this time.”

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

OPPOSED: Councillor Buck Buchanan

MOTION CARRIED

Council recessed at 5:06 p.m. and reconvened at 6:20 p.m.

PUBLIC HEARINGS

Land Use Bylaw Amendment 3357/W-2010 – Change in Designation of the Routledge Family Residence at 4736 – 56 Street from HS – Historical Significance Overlay District to HP – Historical Preservation Overlay District Consideration of Second & Third Reading

Division: Planning Services

Department: Planning Services

Mayor Flewwelling declared open the Public Hearing for Land Use Bylaw Amendment 3357/W-2010 – Change in Designation of the Routledge Family Residence at 4736 – 56 Street from HS – Historical Significance Overlay District to HP – Historical Preservation Overlay District. As there was no one present to speak for or against the bylaw, Mayor Flewwelling declared the Public Hearing for Land Use Bylaw Amendment 3357/W-2010 to be closed.

Moved by Councillor Paul Harris, seconded by Councillor Tara Veer

That Bylaw 3357/W-2010 be read a second time (Land Use Bylaw Amendment 3357/W-2010 – Change in Designation of the Routledge Family Residence at 4736 – 56 Street from HS – Historical Significance Overlay District to HP – Historical Preservation Overlay District.)

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

MOTION CARRIED



Moved by Councillor Paul Harris, seconded by Councillor Tara Veer

That Bylaw 3357/W -2010 be read a third time

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

MOTION CARRIED

**Land Use Bylaw Amendment 3357/X-2010 – Redesignation of subject land from P1 – Parks and Recreation District to Direct Control District No. 30
Consideration of Second & Third Reading**

Division: Community Services

Department: Recreation, Parks & Culture

Mayor Flewwelling declared open the Public Hearing for Land Use Bylaw Amendment 3357/X-2010 – Redesignation of subject land from P1 – Parks and Recreation District to Direct Control District No. 30. As there was no one present to speak for or against the bylaw, Mayor Flewwelling declared the Public Hearing for Land Use Bylaw Amendment 3357/X-2010 to be closed.

Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan

That Bylaw 3357/X-2010 be read a second time (Land Use Bylaw Amendment 3357/X-2010 – Redesignation of subject land from P1 – Parks and Recreation District to Direct Control District No. 30)

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

MOTION CARRIED

Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan

That Bylaw 3357/X-2010 be read a third time



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

MOTION CARRIED

REPORTS

Organizational Bylaw 3457/2010 Consideration of Three Readings

Division: City Manager

Department: Legislative & Governance Services

Prior to consideration of Bylaw 3457/2010 the following amending resolutions were introduced and passed.

Moved by Councillor Paul Harris, seconded by Councillor Dianne Wytjies

“Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated October 26, 2010 re: New Organizational Bylaw No. 3457/2010 hereby agrees to amend the bylaw as follows:

To amend the preamble as follows:

Being a bylaw of The City of Red Deer to establish, in accordance with the Municipal Government Act, the organizational structure of the City’s administrative team, and to define clearly the roles of chief elected official, chief administrative officer and designated officers, and their respective powers, duties and functions.

To add to the preamble as follows:

The intent and purpose of this bylaw is to provide a foundation for other bylaws, and to create an organizational structure which facilitates a corporate culture of responsive leadership and service delivery, based on the involvement, voice and will of all constituents.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor



Lynne Mulder, Councillor Tara Veer, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan, Councillor Chris Stephan, Councillor Frank Wong

MOTION CARRIED

Moved by Councillor Paul Harris, seconded by Councillor Lynne Mulder

“**Resolved** that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated October 26, 2010 re: New Organizational Bylaw No. 3457/2010 hereby agrees to amend the bylaw as follows:

Page 1, Council item 4 (1) should be ‘members’, not councillors

Page 2, Duties of Councillors (c) Council should have a capital.”

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

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Frank Wong

That Bylaw 3457/2010 be read a first time (Organizational Bylaw – a bylaw that provides for the administrative organization of The City)

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

OPPOSED: Councillor Chris Stephan

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Frank Wong



That Bylaw 3457/2010 be read a second time

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

OPPOSED: Councillor Chris Stephan

MOTION CARRIED

Moved by Councillor Lynne Mulder, seconded by Councillor Frank Wong

“Resolved that with the unanimous consent of the Council members present, Organizational Bylaw 3457/2010 be presented for third reading.”

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

OPPOSED: Councillor Chris Stephan

MOTION DEFEATED

NOTICE OF MOTION

Notice of Motion – Child & Youth Friendly Red Deer

Councillor Buck Buchanan

Moved by Councillor Buck Buchanan, seconded by Councillor Frank Wong

”Whereas The City of Red Deer has undertaken work over the past several years to encourage a child and youth friendly Red Deer; and

Whereas recognizing the equal and inalienable right of all people to the fundamental rights of freedom, justice and peace, and that everyone is entitled to these rights, regardless of age, race, colour, creed or other status; and

Whereas young people are entitled to special care and assistance in assuming their rightful place in society; and



Whereas all people should be responsible owners of their community, and share responsibility for the well-being of children and youth in their community; and

Whereas a child and youth friendly community is one in which all young people are safe, secure, nurtured, honoured and valued; and

Whereas all young people can contribute and the significance of their contribution should be recognized; and

Whereas all young people need opportunities to develop a sense of responsibility and ownership over their actions;

Therefore be it resolved that The City of Red Deer review child and youth friendly initiatives already in place and explore further strategies on how The City of Red Deer can promote a child and youth friendly organization and community.

Further, this Notice of Motion will be brought forward to the Strategic Prioritization workshop of Council on January 27, 2011 for further discussion.”

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

MOTION CARRIED

ADJOURNMENT

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

“Resolved that the Monday, November 1, 2010, regular meeting of the City of Red Deer Council be adjourned at 7:18 p.m.”

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

MOTION CARRIED

MAYOR

CITY CLERK



DATE: November 5, 2010
TO: Craig Curtis, City Manager
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Organizational Bylaw 3457/2010 (Repeals Bylaw 3284/2001)

History

At the November 1, 2010 Meeting of Council the following resolutions were passed:

“Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated October 26, 2010 re: New Organizational Bylaw No. 3457/2010 hereby agrees to amend the bylaw as follows:

To amend the preamble as follows:

Being a bylaw of The City of Red Deer to establish, in accordance with the Municipal Government Act, the organizational structure of the City’s administrative team, and to define clearly the roles of chief elected official, chief administrative officer and designated officers, and their respective powers, duties and functions.

To add to the preamble as follows:

The intent and purpose of this bylaw is to provide a foundation for other bylaws, and to create an organizational structure which facilitates a corporate culture of responsive leadership and service delivery, based on the involvement, voice and will of all constituents.

“Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated October 26, 2010 re: New Organizational Bylaw No. 3457/2010 hereby agrees to amend the bylaw as follows:

Page 1, Council item 4 (1) should be ‘members’, not councillors

Page 2, Duties of Councillors (c) Council should have a capital

Organizational Bylaw 3457/2010
November 15, 2010
Page Two

Discussion

Organizational Bylaw 3457/2010 was considered and given First and Second Readings.

Recommendations

- b) That a resolution be passed to include the following grammatical changes:
 - (i) Page 4, (e), numbering change to (i), (ii) and (iii);
 - (ii) Page 6, 13.(b) (ii) change give to giving;
 - (iii) Page 6, 13.(b) (d) change to (iv)
 - (iv) Page 6, 13.(b) (d) change certify to certifying;
 - (v) Page 6, 13.(c) change certify to certifying.”

- a) That Council consider Third Reading of Organizational Bylaw 3457/2010, as amended.



Elaine Vincent
Legislative & Governance Services Manager

BYLAW NO. 3457/2010

Being a bylaw of The City of Red Deer to establish, in accordance with the Municipal Government Act, the organizational structure of the City's administrative team and to define clearly the roles of chief elected official, chief administrative officer and designated officers, and their respective powers, duties and functions. The intent and purpose of this bylaw is to provide a foundation for other bylaws, and to create an organizational structure which facilitates a corporate culture of response leadership and service delivery, based on the involvement, voice and will of all constituents.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

Short Title

1. The short title of this bylaw is the "Organization Bylaw".

Definitions

2. In this Bylaw, the following terms shall have the meanings shown:

Administration	the general operations of the City, including all personnel, financial and other related resources;
City	the Municipal Corporation of the City of Red Deer;
City Manager	the Chief Administrative Officer for the City within the powers of the <i>Municipal Government Act, RSA 2000, Ch. M-26 (the "MGA")</i> ;
Council	the Municipal Council of the City, consisting of nine (9) members including the Mayor, each of whom except the Mayor has the title: "Councillor";
Designated Officer	a Designated Officer within the meaning of the <i>MGA</i> ;
Mayor	the chief elected representative of the City, whether elected or appointed as described in the <i>MGA</i> .
Municipality	a city, town, village, summer village, municipal district or specialized municipality or if the context requires, the geographical areas within the boundaries of a municipality

Municipal Office

3. The municipal office of the City shall be City Hall located at 4914 - 48th Avenue in Red Deer, Alberta.

Council

4. (1) Council shall consist of 9 members including the Mayor, each of whom except the Mayor shall have the title of "Councillor".

Duties Of Councillors Under the MGA

- (2) Councillors have the following duties as prescribed in MGA s. 153:

- (a) to consider the welfare and interests of the municipality as a whole and to bring to Council's attention anything that would promote the welfare or interests of the municipality;
- (b) to participate generally in developing and evaluating the policies and programs of the municipality;
- (c) to participate in Council meetings and Council committee meetings and meetings of other bodies to which they are appointed by council;
- (d) to obtain information about the operation or administration of the municipality from the chief administrative officer or a person designated by the chief administrative officer;
- (e) to keep in confidence matters discussed in private at a Council or Council committee meeting until discussed at a meeting held in public; and
- (f) to perform any other duties or function imposed on Councillors by this or any other enactment or by the Council.

Duties of the Whole Council

- (3) Council as a whole has the following duties:

- (a) as specified in MGA s. 205.1, to provide the City Manager with an annual written performance evaluation of the results the City Manager has achieved with respect to fulfilling the City Manager's responsibilities; and
- (b) to approve the structure of the organization at the division level.

Delegation By Council

- (4) As specified in MGA s. 203(1), Council may by bylaw delegate any of its powers, duties or functions under the MGA or any other enactment or a bylaw to a Council committee, the CAO or a designated officer, unless the MGA or any other enactment or bylaw provides otherwise.

Mayor

5. (1) The chief elected official for the City is known as the "Mayor" and is the principal elected link between Council and the City Manager. In addition to performing the duties of a Councillor, and as specified in MGA s. 154 the Mayor shall:
 - (a) preside when in attendance at a Council meeting unless a bylaw provides that another Councillor or other person is to preside; and
 - (b) perform any other duty imposed on a chief elected official by the MGA or any other enactment or bylaw.
- (2) The Mayor shall also:
 - (a) review Council agendas with the City Manager;
 - (b) represent the City at public functions and ceremonies that Council or the Mayor determines appropriate;
 - (c) communicate Council policy to the public and seek public input; and
 - (d) liaise with elected officials from other municipalities and other levels of government on matters of concern to the City.

City Manager

6. (1) The chief administrative officer of the City shall be known as the City Manager, who is the principal administrative link between the Administration and Council. In accordance with the MGA, the City Manager:
 - (a) is the administrative head of the municipality;
 - (b) ensures that the policies and programs of the municipality are implemented;
 - (c) advises and informs Council on the operation and affairs of the municipality; and
 - (d) performs the duties and functions and exercises the powers assigned to a City Manager by the MGA and other enactments or assigned or delegated by Council.
- (2) The City Manager shall also review Council agendas and provide administrative recommendations to Council.

Authority of the City Manager

7. The City Manager is authorized to:

- (a) appoint an Acting City Manager to act during absences of the City Manager;
- (b) coordinate, direct, supervise and review the performance of the Administration;
- (c) establish the structure of the Administration below the division level;
- (d) establish and implement all policies, procedures, standards and guidelines for all matters within the powers of the City Manager;
- (e) advise, inform and make recommendations to Council about:
 - a) the operations of the City;
 - b) the financial condition of the City; and
 - c) Council policies, procedures and programs as may be necessary or desirable to carry out the powers, duties and functions of the City;
- (f) attend all meetings of Council and meetings of such Boards, Authorities and other bodies as are required by Council;
- (g) conduct audits, investigations and studies of the Administration, as the City Manager deems necessary, subject to the direction of Council;
- (h) subject to any applicable legislation and any contract or agreement binding on the City:
 - (i) hire, appoint, transfer or promote any City employee;
 - (ii) evaluate, discipline, suspend, demote, or remove any City employee; and
 - (iii) determine salaries, benefits, hours of work and other working conditions;
- (i) provide corporate leadership in ensuring that all City policies and programs are efficiently coordinated, are delivered in a responsive and effective manner, and reflect the overall strategic priorities of the City as defined by Council; and
- (j) prepare and submit to Council such reports and recommendations as may be required by Council.

Delegation by City Manager

8. As provided for in MGA s. 209, the City Manager is authorized to delegate (and to authorize further delegations of) any powers, duties and functions assigned to the City Manager by Council under the MGA and under this or any other bylaw, to a designated officer or an employee of the City.

Delegation of Other Authority

9. The matters assigned to the City Manager by this Bylaw are in addition to any other duties assigned or to a delegation of authority made by Council to the City Manager or to any other City employee.

Financial Powers and Functions

10. The City Manager is authorized to:

- (a) prepare and submit operating and capital budgets as directed by Council;
- (b) in cases of emergency as determined by the City Manager, expend monies for the emergency that are not in an approved budget, up to a maximum of \$1,000,000 for each event, and subsequently report to Council on the implications of those expenditures; and
- (c) establish fees, charges, rates and tariffs, except as otherwise established by Council policy or bylaw.

Budget

11. Until an operating budget is approved for the current year, the operating budget approved by Council for the previous calendar year is considered to be the interim operating budget for the current year. The City Manager may incur obligations and make expenditures in accordance with the interim operating budget unless Council otherwise directs.

City Assessor

12. The City Assessor is a designated officer for purposes of carrying out the duties and responsibilities of an "assessor" under the MGA, and without limiting the general nature of that authority, in particular for those portions of the MGA that pertain to:
 - (a) contents of assessment notices;
 - (b) admissible evidence at hearings - assessment rolls and assessment notices; and
 - (c) certifying copies of assessment rolls and assessment notices.

Legislative & Governance Services Manager / City Clerk

13. The Legislative & Governance Manager shall also be known as the City Clerk and is a designated officer for the following purposes:
 - (a) exercising the powers set out in MGA s. 213, namely:
 - (i) signing minutes of Council meetings, minutes of Council committee meetings and bylaws; and
 - (ii) signing or authorizing agreements;
 - (b) handling matters related to assessment and tax appeals under MGA s. 460 to 482 inclusive, including:
 - (i) receiving complaints in respect of assessment and tax matters under MGA s. 460;
 - (ii) setting and give notice of the time, date and location for hearings before the assessment review board under MGA s. 461 and 462;
 - (iii) giving notice of decisions of Assessment Review Boards under MGA s. 469; and
 - d) certify decisions of the Assessment Review Board under MGA s, 483;
 - (c) certify proper advertising under MGA s. 606; and
 - (d) certifying copies of bylaws and records under MGA s. 612;
14. The Legislative & Governance Services Manager:
 - (a) has the authority to consolidate an amending bylaw with the bylaw which it amends;
 - (b) is appointed as Returning Officer for the purposes of the Local Authorities Election Act;
 - (c) is the head of the City of Red Deer within the meaning of the *Freedom of Information and Privacy Act* (FOIP) and shall act as FOIP Coordinator responsible for the overall management of access to information and protection of privacy functions and responsibilities;

- (d) shall provide resources and administrative support to the Assessment Review Boards, and appoint the Clerk of the Assessment Review Board in accordance with the provisions of the Municipal Government Act;
- (e) shall provide resources and administrative support to the Subdivision and Development Appeal Board, and appoint the Clerk of the Board; and
- (f) except as otherwise instructed by Council, and without limitation, shall instruct legal counsel to provide legal services to the City and Council and retain, instruct and pay for the services of legal counsel.

Director of Corporate Services

15. The Director of Corporate Services is a designated officer for the following purposes:
- (a) signing cheques and other negotiable instruments under MGA s.213(4);
 - (b) issuing tax notices under MGA s. 333;
 - (c) contents of tax notices under MGA s. 334;
 - (d) certifying date of sending tax notices under MGA s. 336;
 - (e) allocating tax payments under MGA s. 343;
 - (f) issuing tax certificates under MGA s. 350;
 - (g) obtaining possession of lands or mobile homes sold to collect tax arrears under MGA s. 420 and 436.11;
 - (h) issuing distress warrants related to the recovery of tax arrears under MGA s. 439;
 - (i) opening and closing bank accounts to hold the City's money as provided in MGA s. 270 and for that purpose shall also have the authority to designate in which bank, credit union, loan corporation, treasury branch, or trust corporation the City shall establish accounts;
16. The Director of Corporate Services shall have the authority to pay any amounts which the City is legally required to pay pursuant to an order or Judgment of a Court, board or other tribunal of competent jurisdiction, relating to an action, claim or demand against the City.

Director of Development Services

17. The Director of Development Services is a designated officer for the purpose of applying to court for an order re: inspection of meters under MGA s. 544.

Director of Planning Services

18. The Director of Planning Services is a designated officer for the following purposes:
- (a) entering on land to inspect, remedy, and enforce bylaws under MGA s. 542;
 - (b) issuing orders to remedy contraventions of any bylaw as provided in MGA s. 544; and
 - (c) issuing orders to remedy dangerous or unsightly property as provided in MGA s. 546;

Director of Community Services

19. The Director of Community Services shall:
- (a) monitor the RCMP contract with the federal government and K Division;
 - (b) provide oversight and direction to the RCMP Superintendent of the Municipal Police Service in enforcing the bylaws of the municipality;
 - (c) ensure that the Municipal Police Service reports as required on the implementation of the objectives, priorities and goals of the Municipal Police Service as set by the City Manager and Council.

Additional Powers and Duties of Named Officers

20. The persons holding the positions described in this Bylaw shall perform such other duties and exercise such other powers and functions assigned to them by the MGA, any other act, any other bylaw or resolution, or by the City Manager.

Delegation by Designated Officer

21. As provided for in MGA s. 212, a designated officer may delegate any of the officer's powers, duties or functions under an enactment or bylaw to an employee of the municipality.

Accountability

- 22.(1) Council is accountable to the municipality as a whole.
- (2) The City Manager is accountable to Council for the exercise of all powers, duties and functions assigned to the chief administrative officer under the MGA or delegated to the City Manager by Council;

(3) Members of the Administration are accountable to the City Manager.

General

23.(1) Except for the purposes of general inquiry, Council and its members will deal with and control the City's Administrative services through the City Manager and will not give directions to any employee or contractor of the City either publicly or privately.

(2) If any provision of this bylaw is declared invalid by a Court, all other provisions remain valid.

(3) Bylaw 3284/2001 is repealed.

READ A FIRST TIME IN OPEN COUNCIL this 1 day of November 2010.

READ A SECOND TIME IN OPEN COUNCIL this 1 day of November 2010.

READ A THIRD TIME IN OPEN COUNCIL this day of November 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of November 2010.

MAYOR

CITY CLERK

Comments:

I support the recommendation of Administration.

“Craig Curtis”
City Manager

DATE: November 16, 2010
TO: Frieda McDougall, Deputy City Clerk
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Organizational Bylaw 3457/2010 (Repeals Bylaw 3284/2001)

Reference Report:

Deputy City Clerk, dated October 26, 2010

Resolution:

Resolved that Council of The City of Red Deer hereby agrees to amend Organizational Bylaw 3457/2010 with the following grammatical changes:

- (i) Page 4, (e), numbering change to (i), (ii) and (iii);
- (ii) Page 6, 13.(b) (ii) change give to giving;
- (iii) Page 6, 13.(b) (d) change to (iv)
- (iv) Page 6, 13.(b) (d) change certify to certifying;
- (v) Page 6, 13.(c) change certify to certifying."

Bylaw Readings:

Organizational Bylaw 3457/2010 was given third reading. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:

Organizational Bylaw 3457/2010 provides for the formation of the foundation for the different 'role and responsibilities' between the governing and administrative bodies as identified in The City's Strategic Plan as an area of emphasis.



Elaine Vincent
Legislative & Governance Services Manager
/attach

c. Corporate Leadership Team
Operational Leadership Team
Corporate Meeting Coordinator

JoAnne Rogers, Corporate Controller

BYLAW NO. 3457/2010

Being a bylaw of The City of Red Deer to establish, in accordance with the Municipal Government Act, the organizational structure of the City's administrative team and to define clearly the roles of chief elected official, chief administrative officer and designated officers, and their respective powers, duties and functions. The intent and purpose of this bylaw is to provide a foundation for other bylaws, and to create an organizational structure which facilitates a corporate culture of responsive leadership and service delivery, based on the involvement, voice and will of all constituents.

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Municipal Office

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Council

4. (1) Council shall consist of 9 members including the Mayor, each of whom except the Mayor shall have the title of "Councillor".

Duties Of Councillors Under the MGA

- (2) Councillors have the following duties as prescribed in MGA s. 153:

- (a) to consider the welfare and interests of the municipality as a whole and to bring to Council's attention anything that would promote the welfare or interests of the municipality;
- (b) to participate generally in developing and evaluating the policies and programs of the municipality;
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- (d) to obtain information about the operation or administration of the municipality from the chief administrative officer or a person designated by the chief administrative officer;
- (e) to keep in confidence matters discussed in private at a Council or Council committee meeting until discussed at a meeting held in public; and
- (f) to perform any other duties or function imposed on Councillors by this or any other enactment or by the Council.

Duties of the Whole Council

- (3) Council as a whole has the following duties:

- (a) as specified in MGA s. 205.1, to provide the City Manager with an annual written performance evaluation of the results the City Manager has achieved with respect to fulfilling the City Manager's responsibilities; and
- (b) to approve the structure of the organization at the division level.

Delegation By Council

- (4) As specified in MGA s. 203(1), Council may by bylaw delegate any of its powers, duties or functions under the MGA or any other enactment or a bylaw to a Council committee, the CAO or a designated officer, unless the MGA or any other enactment or bylaw provides otherwise.

Mayor

5. (1) The chief elected official for the City is known as the "Mayor" and is the principal elected link between Council and the City Manager. In addition to performing the duties of a Councillor, and as specified in MGA s. 154 the Mayor shall:
- (a) preside when in attendance at a Council meeting unless a bylaw provides that another Councillor or other person is to preside; and
 - (b) perform any other duty imposed on a chief elected official by the MGA or any other enactment or bylaw.
- (2) The Mayor shall also:
- (a) review Council agendas with the City Manager;
 - (b) represent the City at public functions and ceremonies that Council or the Mayor determines appropriate;
 - (c) communicate Council policy to the public and seek public input; and
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- (a) is the administrative head of the municipality;
 - (b) ensures that the policies and programs of the municipality are implemented;
 - (c) advises and informs Council on the operation and affairs of the municipality; and
 - (d) performs the duties and functions and exercises the powers assigned to a City Manager by the MGA and other enactments or assigned or delegated by Council.
- (2) The City Manager shall also review Council agendas and provide administrative recommendations to Council.

Authority of the City Manager

7. The City Manager is authorized to:

- (a) appoint an Acting City Manager to act during absences of the City Manager;
- (b) coordinate, direct, supervise and review the performance of the Administration;
- (c) establish the structure of the Administration below the division level;
- (d) establish and implement all policies, procedures, standards and guidelines for all matters within the powers of the City Manager;
- (e) advise, inform and make recommendations to Council about:
 - (i) the operations of the City;
 - (ii) the financial condition of the City; and
 - (iii) Council policies, procedures and programs as may be necessary or desirable to carry out the powers, duties and functions of the City;
- (f) attend all meetings of Council and meetings of such Boards, Authorities and other bodies as are required by Council;
- (g) conduct audits, investigations and studies of the Administration, as the City Manager deems necessary, subject to the direction of Council;
- (h) subject to any applicable legislation and any contract or agreement binding on the City:
 - (i) hire, appoint, transfer or promote any City employee;
 - (ii) evaluate, discipline, suspend, demote, or remove any City employee; and
 - (iii) determine salaries, benefits, hours of work and other working conditions;
- (i) provide corporate leadership in ensuring that all City policies and programs are efficiently coordinated, are delivered in a responsive and effective manner, and reflect the overall strategic priorities of the City as defined by Council; and
- (j) prepare and submit to Council such reports and recommendations as may be required by Council.

Delegation by City Manager

8. As provided for in MGA s. 209, the City Manager is authorized to delegate (and to authorize further delegations of) any powers, duties and functions assigned to the City Manager by Council under the MGA and under this or any other bylaw, to a designated officer or an employee of the City.

Delegation of Other Authority

9. The matters assigned to the City Manager by this Bylaw are in addition to any other duties assigned or to a delegation of authority made by Council to the City Manager or to any other City employee.

Financial Powers and Functions

10. The City Manager is authorized to:

- (a) prepare and submit operating and capital budgets as directed by Council;
- (b) in cases of emergency as determined by the City Manager, expend monies for the emergency that are not in an approved budget, up to a maximum of \$1,000,000 for each event, and subsequently report to Council on the implications of those expenditures; and
- (c) establish fees, charges, rates and tariffs, except as otherwise established by Council policy or bylaw.

Budget

11. Until an operating budget is approved for the current year, the operating budget approved by Council for the previous calendar year is considered to be the interim operating budget for the current year. The City Manager may incur obligations and make expenditures in accordance with the interim operating budget unless Council otherwise directs.

City Assessor

12. The City Assessor is a designated officer for purposes of carrying out the duties and responsibilities of an "assessor" under the MGA, and without limiting the general nature of that authority, in particular for those portions of the MGA that pertain to:

- (a) contents of assessment notices;
- (b) admissible evidence at hearings - assessment rolls and assessment notices; and
- (c) certifying copies of assessment rolls and assessment notices.

Legislative & Governance Services Manager / City Clerk

13. The Legislative & Governance Manager shall also be known as the City Clerk and is a designated officer for the following purposes:

- (a) exercising the powers set out in MGA s. 213, namely:
 - (i) signing minutes of Council meetings, minutes of Council committee meetings and bylaws; and
 - (ii) signing or authorizing agreements;
- (b) handling matters related to assessment and tax appeals under MGA s. 460 to 482 inclusive, including:
 - (i) receiving complaints in respect of assessment and tax matters under MGA s. 460;
 - (ii) setting and giving notice of the time, date and location for hearings before the assessment review board under MGA s. 461 and 462;
 - (iii) giving notice of decisions of Assessment Review Boards under MGA s. 469; and
 - (iv) certifying decisions of the Assessment Review Board under MGA s, 483;
- (c) certifying proper advertising under MGA s. 606; and
- (d) certifying copies of bylaws and records under MGA s. 612;

14. The Legislative & Governance Services Manager:

- (a) has the authority to consolidate an amending bylaw with the bylaw which it amends;
- (b) is appointed as Returning Officer for the purposes of the Local Authorities Election Act;
- (c) is the head of the City of Red Deer within the meaning of the *Freedom of Information and Privacy Act* (FOIP) and shall act as FOIP Coordinator responsible for the overall management of access to information and protection of privacy functions and responsibilities;

- (d) shall provide resources and administrative support to the Assessment Review Boards, and appoint the Clerk of the Assessment Review Board in accordance with the provisions of the Municipal Government Act;
- (e) shall provide resources and administrative support to the Subdivision and Development Appeal Board, and appoint the Clerk of the Board; and
- (f) except as otherwise instructed by Council, and without limitation, shall instruct legal counsel to provide legal services to the City and Council and retain, instruct and pay for the services of legal counsel.

Director of Corporate Services

15. The Director of Corporate Services is a designated officer for the following purposes:

- (a) signing cheques and other negotiable instruments under MGA s.213(4);
- (b) issuing tax notices under MGA s. 333;
- (c) contents of tax notices under MGA s. 334;
- (d) certifying date of sending tax notices under MGA s. 336;
- (e) allocating tax payments under MGA s. 343;
- (f) issuing tax certificates under MGA s. 350;
- (g) obtaining possession of lands or mobile homes sold to collect tax arrears under MGA s. 420 and 436.11;
- (h) issuing distress warrants related to the recovery of tax arrears under MGA s. 439;
- (i) opening and closing bank accounts to hold the City's money as provided in MGA s. 270 and for that purpose shall also have the authority to designate in which bank, credit union, loan corporation, treasury branch, or trust corporation the City shall establish accounts;

16. The Director of Corporate Services shall have the authority to pay any amounts which the City is legally required to pay pursuant to an order or Judgment of a Court, board or other tribunal of competent jurisdiction, relating to an action, claim or demand against the City.

Director of Development Services

17. The Director of Development Services is a designated officer for the purpose of applying to court for an order re: inspection of meters under MGA s. 544.

Director of Planning Services

18. The Director of Planning Services is a designated officer for the following purposes:

- (a) entering on land to inspect, remedy, and enforce bylaws under MGA s. 542;
- (b) issuing orders to remedy contraventions of any bylaw as provided in MGA s. 544; and
- (c) issuing orders to remedy dangerous or unsightly property as provided in MGA s. 546;

Director of Community Services

19. The Director of Community Services shall:

- (a) monitor the RCMP contract with the federal government and K Division;
- (b) provide oversight and direction to the RCMP Superintendent of the Municipal Police Service in enforcing the bylaws of the municipality;
- (c) ensure that the Municipal Police Service reports as required on the implementation of the objectives, priorities and goals of the Municipal Police Service as set by the City Manager and Council.

Additional Powers and Duties of Named Officers

20. The persons holding the positions described in this Bylaw shall perform such other duties and exercise such other powers and functions assigned to them by the MGA, any other act, any other bylaw or resolution, or by the City Manager.

Delegation by Designated Officer

21. As provided for in MGA s. 212, a designated officer may delegate any of the officer's powers, duties or functions under an enactment or bylaw to an employee of the municipality.

Accountability

- 22.(1) Council is accountable to the municipality as a whole.

- (2) The City Manager is accountable to Council for the exercise of all powers, duties and functions assigned to the chief administrative officer under the MGA or delegated to the City Manager by Council;

(3) Members of the Administration are accountable to the City Manager.

General

23.(1) Except for the purposes of general inquiry, Council and its members will deal with and control the City's Administrative services through the City Manager and will not give directions to any employee or contractor of the City either publicly or privately.

(2) If any provision of this bylaw is declared invalid by a Court, all other provisions remain valid.

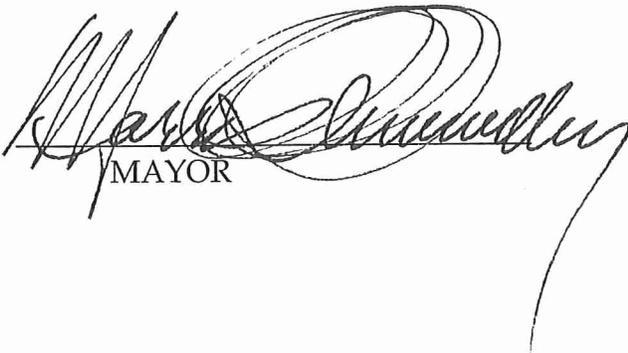
(3) Bylaw 3284/2001 is repealed.

READ A FIRST TIME IN OPEN COUNCIL this 1 day of November 2010.

READ A SECOND TIME IN OPEN COUNCIL this 1 day of November 2010.

READ A THIRD TIME IN OPEN COUNCIL this 15 day of November 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this 15 day of November 2010.


MAYOR


CITY CLERK

ORIGINAL



DATE: November 5, 2010
TO: Craig Curtis, City Manager
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Organizational Bylaw 3457/2010 (Repeals Bylaw 3284/2001)

History

At the November 1, 2010 Meeting of Council the following resolutions were passed:

Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated October 26, 2010 re: New Organizational Bylaw No. 3457/2010 hereby agrees to amend the bylaw as follows:

To amend the preamble as follows:

Being a bylaw of The City of Red Deer to establish, in accordance with the Municipal Government Act, the organizational structure of the City's administrative team, and to define clearly the roles of chief elected official, chief administrative officer and designated officers, and their respective powers, duties and functions.

To add to the preamble as follows:

The intent and purpose of this bylaw is to provide a foundation for other bylaws, and to create an organizational structure which facilitates a corporate culture of responsive leadership and service delivery, based on the involvement, voice and will of all constituents.

Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated October 26, 2010 re: New Organizational Bylaw No. 3457/2010 hereby agrees to amend the bylaw as follows:

Page 1, Council item 4 (1) should be 'members', not councillors

Page 2, Duties of Councillors (c) Council should have a capital

Discussion

Organizational Bylaw 3457/2010 was considered and given First and Second Readings.

Recommendations

- b) That a resolution be passed to include the following grammatical changes:
 - (i) Page 4, (e), numbering change to (i), (ii) and (iii);
 - (ii) Page 6, 13.(b) (ii) change give to giving;
 - (iii) Page 6, 13.(b) (d) change to (iv)
 - (iv) Page 6, 13.(b) (d) change certify to certifying;
 - (v) Page 6, 13.(c) change certify to certifying."

- a) That Council consider Third Reading of Organizational Bylaw 3457/2010, as amended.



Elaine Vincent
Legislative & Governance Services Manager

DATE: November 2, 2010
TO: Frieda McDougall, Deputy City Clerk
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Organizational Bylaw 3457/2010 (Repeals Bylaw 3284/2001)

Reference Report:

Deputy City Clerk, dated October 26, 2010

Resolutions:

Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated October 26, 2010 re: New Organizational Bylaw No. 3457/2010 hereby agrees to amend the bylaw as follows:

To amend the preamble as follows:

Being a bylaw of The City of Red Deer to establish, in accordance with the Municipal Government Act, the organizational structure of the City's administrative team, and to define clearly the roles of chief elected official, chief administrative officer and designated officers, and their respective powers, duties and functions.

To add to the preamble as follows:

The intent and purpose of this bylaw is to provide a foundation for other bylaws, and to create an organizational structure which facilitates a corporate culture of responsive leadership and service delivery, based on the involvement, voice and will of all constituents.

Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated October 26, 2010 re: New Organizational Bylaw No. 3457/2010 hereby agrees to amend the bylaw as follows:

Page 1, Council item 4 (1) should be 'members', not councillors

Page 2, Duties of Councillors (c) Council should have a capital

Bylaw Readings:

Organizational Bylaw 3457/2010 was given first and second reading. A copy of the bylaw is attached.

Report Back to Council: Yes

Comments/Further Action:

Organizational Bylaw 3457/2010 provides for the formation of the foundation for the different 'role and responsibilities' between the governing and administrative bodies as identified in The City's Strategic Plan as an area of emphasis. This item is to be brought back to Council for the November 15, 2010 Council Meeting for third reading.



Elaine Vincent
Legislative & Governance Services Manager

Corporate Meeting Coordinator

**Legislative & Governance Services**

DATE: October 12, 2010

TO: Craig Curtis, City Manager

FROM: Elaine Vincent, Legislative & Governance Services Manager

SUBJECT: Land Use Bylaw Amendment 3357/Y-2010 – Location of dynamic sign on building located at 48 Street and 51 Avenue (AEI Sign)

History

At the Monday, July 26, 2010 Meeting of Council, the following resolution was passed.

“Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated June 21, 2010 re Land Use Bylaw Amendment 3357/R-2010 – Dynamic Signs in C4 Districts, hereby directs Administration to prepare a report to be brought back to Council in up to six weeks time, advising how the AEI sign may be relocated up on the building.”

Administration requested extra time to complete the report and at the Monday, September 7, 2010 Meeting of Council, the following tabling resolution was passed.

“Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager, dated August 30, 2010, re: Location of Dynamic Sign on Building Located at 48th Street and 51st Avenue, (AEI Sign) hereby agrees to table consideration of this item to the Monday, October 4, 2010 Council Meeting to provide administration additional time to prepare recommendations with regard to the relocation of the AEI sign.”

At the Monday, October 4, 2010 Council Meeting this item was discussed and requested to be brought back to the November 15, 2010 Council meeting. The following resolution was passed:

“Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated September 27, 2010 and Parkland Community Planning Services dated September 27, 2010 hereby agrees to table until the November 15, 2010 meeting to ensure all dynamic signs are included in the bylaw amendment.”

Discussion

A report from Administration is attached regarding the relocation of the AEI sign.

Recommendation

Council consider:

- 1) Passing a resolution to lift from the table consideration of the report advising how the AEI sign may be relocated on the building.

- 1) Review the supplementary report from Planning Services dated November 5, 2010 and consider giving First Reading to Land Use Bylaw Amendment 3357/Y-2010.



Elaine Vincent
Manager



Planning Services department

DATE: November 5, 2010

TO: Craig Curtis, City Manager

FROM: Brandon Silver, Planner

SUBJECT: Non-Conforming Dynamic Signs, LUB Amendment 3357/Y-2010

History

At the May 3, 2010 Council meeting (see attached report of April 26, 2010) proposed Land Use Bylaw Amendment 3357/J-2010, providing for dynamic signs in the C4 Commercial district (C4), was introduced but was not supported by City Council. However, at this meeting the Planning department was directed by City Council to revisit the issue of dynamic signs after a “clear vision” for Gaetz Avenue had been established. Since this “vision” is expected to be achieved through the *Gaetz Avenue Redevelopment Study* which is scheduled to be completed sometime in the spring of 2011, administration was directed to provide an interim measure to respond to the immediate demand for dynamic signs.

At the July 26 meeting LUB amendment 3357/ R-2010 was supported and adopted by City Council. This amendment provided for dynamic signs to be discretionary uses on selected sites (see attached report of July 19, 2010).

It was recognized following the adoption of LUB amendment 3357/R-2010 that a number of issues regarding dynamic signs still need to be addressed. One such issue is that all existing dynamic signs currently not located on a site designated PS, I2 or C2A, are considered non-conforming. This means they were legally in place before revisions to the bylaw made them non-conforming but under the current Land Use Bylaw, there are no options for changes to these dynamic signs in terms of alterations or being rebuilt if damaged.

At the July 26, 2010 council meeting, Mr. Ray Mitten and then Mr. Arnie Scortiz, owner of the AEI Building, voiced concerns regarding this limitation to the dynamic sign on their building and the inability to relocate the sign. The AEI sign is located on a C1 zoned site and is therefore considered a legal non-conforming use. Because the AEI dynamic sign does not meet the current bylaw, it is unable to be relocated on the site or be rebuilt if damaged beyond 75%, as is the situation for all non-conforming signs, buildings or other uses within Red Deer that are not permitted under the current land use bylaw.

LUB amendment 3357/Y-2010 was introduced at the October 4 Council meeting (see attached report of September 27, 2010), to provide for an exception for all existing digital dynamic signs that do not meet the Land Use Bylaw. The proposed exception would allow an application to relocate a sign that is non-

conforming on the identified sites. The relocation would be at the discretion of the development authority, and be subject to all existing sign regulations in section 3.3 and 3.4 of the land use bylaw. In addition to compliance with the Land Use Bylaw, the dynamic portion of the existing sign would be prohibited to be altered. The listing of sign locations provided within LUB amendment 3357/Y-2010 did not include all dynamic signs and 1st reading was therefore deferred until a full listing could be provided.

Discussion

The Planning department does not have a current inventory of dynamic signs located throughout the city. The definition of a dynamic sign in the LUB makes no distinction between mechanical dynamic signs and digital dynamic signs; however, administration is of the opinion that there are distinctions in the nature of these signs with respect to their potential to distract motorists. Currently a sign that has a small moving part is considered the same as a sign that has a bright electronic digital display. As a result, administration proposes that additional work should be undertaken to better define the distinctions between mechanical dynamic signs and digital dynamic signs and then proceed with the work of developing a comprehensive inventory.

In the interim, Council has before it the request for relocation of the AEI sign. Typically, administration does not support site specific zoning as it establishes precedent and presents a suggestion that a specific application is receiving a preference. In this instance however, because the exception is being contemplated in the overall scope of how dynamic signs will be responded to, pending a more comprehensive Land Use Bylaw amendment, we propose that Council consider a site specific zoning.

The proposed exception would allow for the relocation of the non-conforming AEI sign. The relocation would be at the discretion of the development authority, and be subject to all existing sign regulations in section 3.3 and 3.4 of the land use bylaw. In addition to compliance with the Land Use Bylaw, the dynamic portion of the existing sign would be prohibited to be altered.

Recommendation

Administration supports the following recommendations:

1. That Council direct that an exception to be applied to LOT 1-3 Block 5, Plan H (4802 51 Avenue) to provide for the relocation of the non-conforming sign at the discretion of the development authority, subject to all existing sign regulations in section 3.3 and 3.4 of the Land Use Bylaw, and the dynamic portion of the sign not be altered.
2. That Council table until the completion of the Gaetz Avenue Redevelopment Study the development of an inventory of dynamic signs to provide for:
 - (a) development of definitions for both mechanical dynamic signs and digital dynamic signs; and

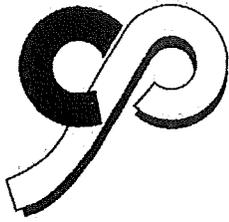
- (b) a comprehensive study on dynamic signage be undertaken, in conjunction with the Gaetz Avenue Redevelopment Study.



Brandon Silver
Planner/Urban Designer



Angus Schaffenburg
Acting Manager



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

The following pages are back up information
only to Item 3.2 - Land Use Bylaw
Amendment 3357/Y-2010

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 27th, 2010**

To: **Craig Curtis, City Manager**

From: **Brandon Silver, Parkland Community Planning Services**

Re: **Land Use Bylaw Amendment 3357/ Y-2010
Non Conforming Dynamic Signage**

A. Purpose

At the July 26th public hearing regarding Land Use Bylaw Amendment 3357/R-2010, which provides for Dynamic Signage as a Discretionary Use in C4 Districts. Mr. Ray Mitten and then Mr. Arnie Scoritz, owner of the AEI Building were in attendance and spoke to the item. Mr. Scoritz voiced concerns regarding the location of the dynamic sign on his building and his inability to relocate the sign.

The purpose of this report is to respond to the motion Council brought forward in response to these comments during the public hearing:

"Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated June 21, 2010 re Land Use Bylaw Amendment 3357/R-2010 - Dynamic Signs in C4 Districts, hereby directs Administration to prepare a report to be brought back to Council in up to six weeks time, advising how the AEI sign may be relocated up on the building."

B. Existing Non- Conforming Dynamic Sign Relocation

Currently all existing dynamic signs that are not located on a site designated Public Service or C2A, are considered non-conforming. They do not meet the by-law because dynamic signs are not a permitted use in their respective land use zone.

These signs are allowed to exist because they were legally in place before revisions to the bylaw made them non-conforming. The AEI sign is located on a C1 site and is therefore considered a legal non-conforming use. Because the AEI dynamic sign does not meet the current bylaw, it is unable to be relocated on the site or be rebuilt if damaged.

This is the situation for all non-conforming signs, buildings or other uses within Red Deer that are not permitted under the current land use bylaw.

In order to provide for the relocation of the AEI sign without resorting to spot zoning or similar measures, administration and PCPS have concluded that the best way to proceed would be to create an exception for all existing dynamic signs that do not meet the bylaw.

The proposed exception would allow an application to relocate a sign that is non-conforming on the identified sites. The relocation would be at the discretion of the Development authority, and be subject to all existing sign regulations in section 3.3 and 3.4 of the land use bylaw. In addition to compliance with the land use bylaw, the dynamic portion of the existing sign would be prohibited to be altered.

Existing Signage Summary

Only the 10 existing dynamic signs as of September 2010, that are not located in PS or C2A would be affected by the proposed exception. These signs are as follows:

1. Royal LePage, 3608 50 Ave
2. Western Financial Group, 4320 50 Ave
3. AEI, 4802 51 Ave
4. Western Bank, 51 AV 4822
5. Retire 1st, 4610 49th Ave
6. Community Service, 4901 48 Street
7. Community Futures, 49 Ave 5013
8. Eye Care, 5920- 50th Ave
9. North Hill Inn, 7150 50 Avenue
10. Motor Inn 7444, 50 Ave

C. Recommendations

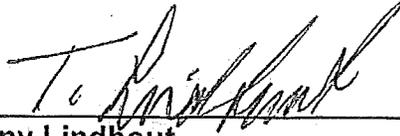
It is respectfully recommended that Council consider giving first reading to Land Use Bylaw amendment 3357/ Y2010 which would allow for the relocation of an existing dynamic sign as an exception (discretionary use) on the following sites:

- (i) LOT 19, Block 2, Plan 8020756 (3608 50 Avenue)
- (ii) LOT 17c, Block 6, Plan 7821516 (4320 50 Avenue)
- (iii) LOT 1-3 Block 5, Plan H (4802 51 Avenue)
- (iv) LOT 7-11, Block 5, Plan H (51 Avenue 4822)
- (v) LOT Z, Block 21, Plan 5060ET (4610 49th Avenue)
- (vi) LOT Y, Block 20, Plan K (4901 48 Street)
- (vii) LOT 39-40, Block 28, Plan K (49 Avenue 5013)
- (viii) LOT 17A, Block 29, Plan 7604S (5920- 50th Avenue)
- (ix) LOT 3, Block 2, Plan 7621710 (7150 50 Avenue)
- (x) LOT 9, Block 3, Plan 7820350 (7444 50 Avenue)

Respectfully Submitted,



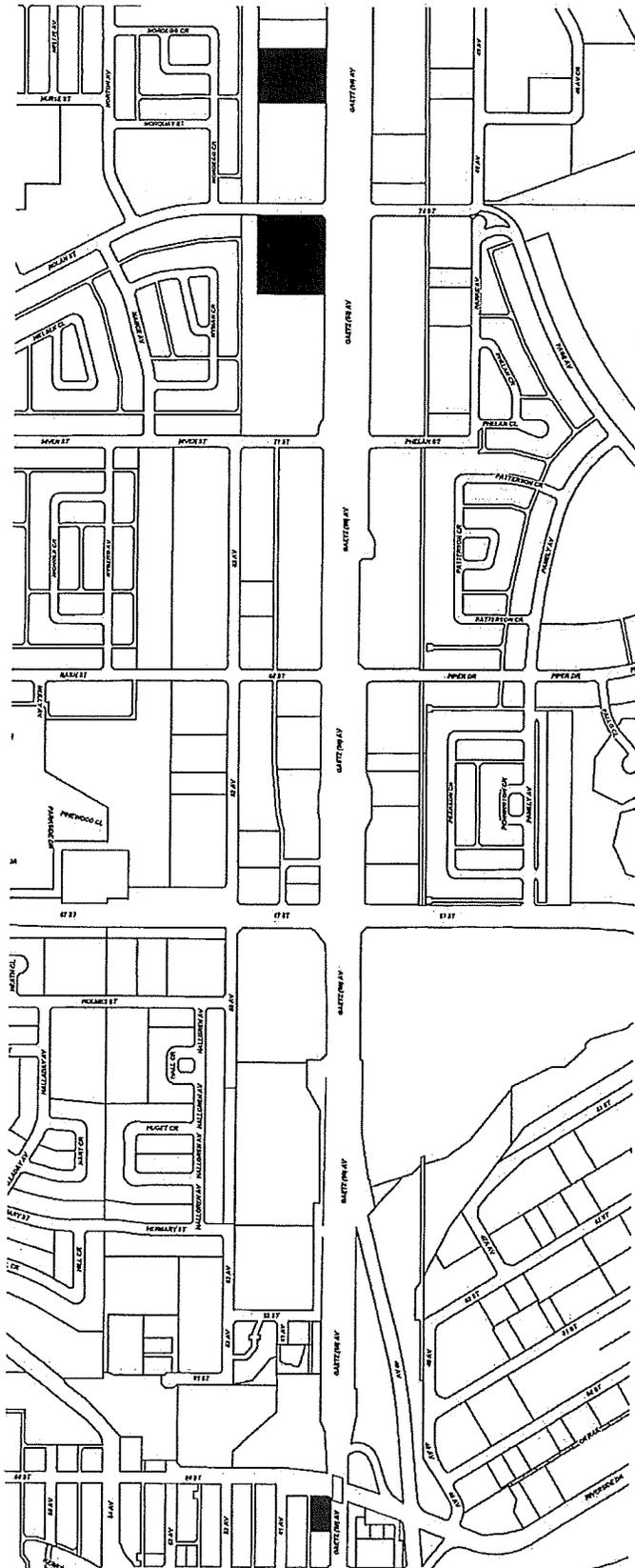
**Brandon Silver, BCD
Planner/Urban Designer**



**Tony Lindhout
Assistant City Planning Manager**



Proposed Amendment to Land Use Bylaw 3357/2006

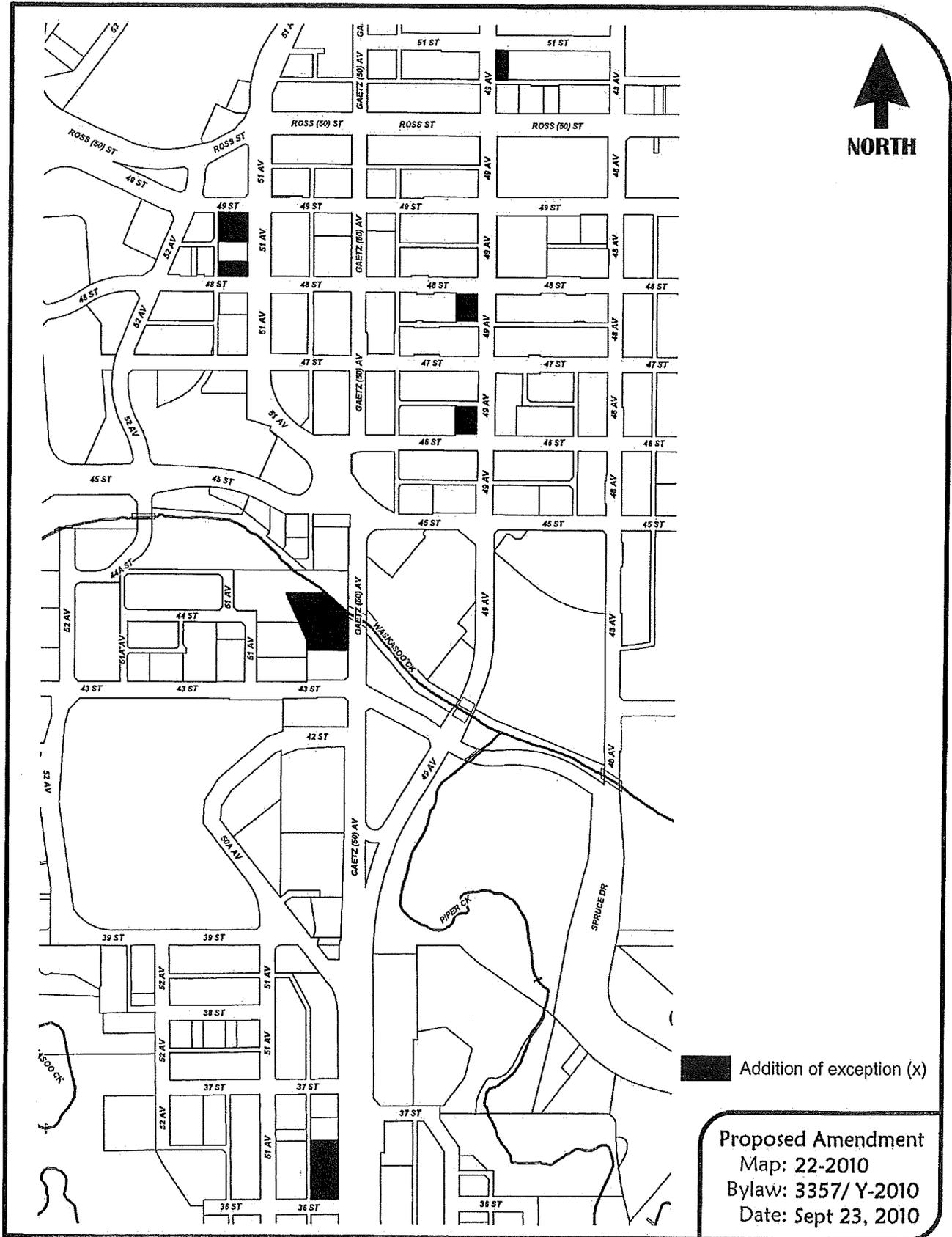


 Addition of exception (x)

Proposed Amendment
Map: 21-2010
Bylaw: 3357/ Y-2010
Date: Sept 23, 2010



Proposed Amendment to Land Use Bylaw 3357/2006



■ Addition of exception (x)

Proposed Amendment
Map: 22-2010
Bylaw: 3357/ Y-2010
Date: Sept 23, 2010



Legislative & Governance Services

DATE: July 19, 2010
TO: Craig Curtis, City Manager
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/R-2010
Dynamic Signage in C4 Districts

History:

At the Monday, June 28, 2010 Regular Council Meeting Land Use Bylaw Amendment 3357/R-2010 received first reading.

Land Use Bylaw Amendment 3357/R-2010 provides for Dynamic Signs as a discretionary use in the C4 (Major Arterial) Commercial District on the following sites:

1. Lot E, Plan 5009KS (3310-50 Avenue - Capri Centre)
2. Lot 5, Block 15, Plan 4436TR (2929 - 50 Avenue - Black Knight Inn)
3. Lot 1A, Block 44, Plan 8121177 (4311 - 49 Avenue - Red Deer Lodge)

Public Consultation Process:

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, July 26, 2010 at 6:00 P.M. during Council's Regular Meeting. Advertisements were placed in the Red Deer Advocate on July 9, 2010 and July 16, 2010.

A copy of Administrations' reports that were submitted to the June 28, 2010 Council Agenda are attached.

Recommendation:

That Council consider second and third readings of the bylaw.

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

Elaine Vincent
Manager



Legislative & Governance Services

DATE: June 21, 2010
TO: Craig Curtis, City Manager
FROM: Elaine Vincent, Legislative & Administrative Services Manager
SUBJECT: Vision for Gaetz Avenue and Dynamic Signage in C4 District

History:

At the Monday, May 3, 2010 Council Meeting, Council passed the following resolutions regarding Dynamic Signage:

"Resolved that Council of the City of Red Deer having considered the report from Parkland Community Planning Services, dated April 26, 2010, re: Land Use Bylaw Amendment 3357/J-2010, Dynamic Signage in C4 District and a Vision for Gaetz Avenue hereby agrees to Option 2 regarding the Gaetz Avenue Vision to undertake the completion of the Redevelopment Study in two phases as follows:

1. The first phase will explore the architectural cross sectional elements of Gaetz Avenue (banners, trails, median treatments, landscaping, etc.)
2. Phase two would identify the programming of the corridor (lane requirements, trail widths, access management, alternative transportation forms, building and signage setbacks, etc.) Phase two will also seek Council approval of the document as a planning tool."

"Resolved that Council of the City of Red Deer having considered the report from Parkland Community Planning Services, dated April 26, 2010, re: Land Use Bylaw Amendment 3357/J-2010, Dynamic Signage in C4 District and a Vision for Gaetz Avenue hereby directs that administration prepare the necessary bylaw amendment by June 28, 2010 to provide for dynamic signage as a discretionary use for approval by Council until such time as Option 2 regarding the Gaetz Avenue Vision is completed."

Page 2 of 2

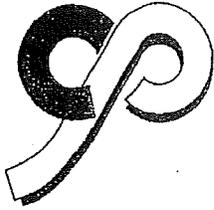
A report from Administration is attached regarding Land Use Bylaw Amendment 3357/R-2010 regarding dynamic signage in C4 Districts as a discretionary use.

Recommendation

That Council consider first reading of Land Use Bylaw Amendment 3357/R-2010.

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

Elaine Vincent
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

Date June 21, 2010

To: Craig Curtis, City Manager

From: Brandon Silver, Parkland Community Planning Services

Re: Land Use Bylaw Amendment 3357/ R-2010
Dynamic signage in C4 District

A. Purpose

The purpose of this report is to respond to the motion brought forward during the Council meeting of May 3, 2010:

"Resolved that Council of the City of Red Deer having considered the report from Parkland Community Planning Services, dated April 26, 2010, re: Land Use Bylaw Amendment 3357/J-2010, Dynamic Signage in C4 District and a Vision for Gaetz Avenue hereby directs that administration prepare the necessary bylaw amendment by June 28, 2010 to provide for dynamic signage as a discretionary use for approval by Council until such time as Option 2 regarding the Gaetz Avenue Vision is completed."

At the May meeting, Council reviewed a report and video which showed the maximum potential "build out" of Dynamic Signs in the C4 (Major Arterial) Commercial District along Gaetz Avenue and considered the impact they would have. Council determined that additional criteria were necessary to site Dynamic Signs until such time as the Gaetz Avenue Redevelopment Study was complete and the issue can be reviewed more comprehensively. Planning staff agreed to develop these additional criteria.

B. Dynamic Signs

As requested, Parkland Community Planning Services has examined Dynamic Signs as a discretionary use in the C4 (Major Arterial) Commercial District with a view to determining additional criteria for future sign placement (over and above that presented previously).

The previously proposed land use bylaw amendment approach was based on allowing new signs in the C4 district in a manner similar to other districts [C2A Commercial (Regional Shopping Centre) and large PS Public Service (Institutional or Government) sites]. The C2A and PS regulations included:

- a. Setbacks/radius separation of 50m from each property with a dynamic sign,

- b. 30m setback/radius separation from a residential property and by using the existing signs as a starting point.

Following only these regulations/ criteria, there could be an approximate maximum of 42 additional dynamic signs added to Gaetz Avenue in the C4 areas.

At this time there is no clear consensus on how Dynamic Signs should be integrated into the Gaetz Avenue streetscape and there will likely not be until the Gaetz Avenue Redevelopment Study has laid out a clear vision for the future of Gaetz Avenue. However, Council recognizes that some businesses or uses may want to install dynamic signs. Therefore, an interim approach allowing some signs is needed.

C. Proposed Sites For Dynamic Signs

Rationale

In order to accommodate immediate demand for Dynamic Signs, without drastically altering Gaetz Avenue, additional research was conducted. PCPS examined the status and number of Dynamic Signs in Red Deer, reviewed the types of businesses currently seeking Dynamic Signs and looked at the greater public benefit of allowing Dynamic Signs. Figure 1 shows the existing dynamic signs and outlines their attributes.

Figure 1. *Red Deer Dynamic Signs*

Dynamic sign	Location	Land Use District	Format	Purpose/ Use	Frontage
Westerner	19th Street and 49th Avenue (corner)	PS	text	Fair Grounds/ Conference Centre	100m+
Red deer college	32nd Street and Taylor Drive (corner)	PS	Graphic	College/ Event Info	100m+
Bower mall X2	28th Street and Gaetz Avenue (corner)	C2A	Graphic	Mall/ Event Info	100m+
ReMax realty	and Gaetz Avenue	C4	Graphic	Realty Info	Less Than 100m
Western Financial Group	43rd Street and 50th Avenue (corner)	C1	text	Banking	Less Than 100m
AEI	48th Street and 51st Avenue	C1	text	Banking	Less Than 100m
Western Bank	49th Street and 52nd Avenue	C1	text	Banking	Less Than 100m
Retire 1st	46th Street 49th Ave (corner)	C1	text	Banking	Less Than 100m
Community Savings	48th Street 49th Ave (corner)	C1	text	Banking	Less Than 100m
Communiunity Futures	51st Street 49th Ave (corner/ lane)	C1	text	Business Services	Less Than 100m
Eye Care	5920- 50th Ave	C4	Graphic	Eye Care Info	Less Than 100m
North Hill Inn	7165 Gaetz Avenue (facia)	C4	text	Lodging/ Conference	100m+
Motor Inn	7458 Gaetz Avenue	C4	text	Lodging/ Conference	100m+
Potential Site					
Capri Hotel	3310 50 Avenue	C4	N/A	Lodging/ Conference	100m+
Black Knight Inn	2929 - 50 Avenue	C4	N/A	Lodging/ Conference	100m+
Red Deer Lodge	4311 49 Avenue	C4	N/A	Lodging/ Conference	100m+

Existing Signage Summary

1. Of the 14 existing Dynamic Signs in Red Deer;

- (a) Four are currently on Gaetz Avenue and have C4 zoning,
- (b) Six are currently in Downtown and have C1 zoning, (All are small property financial uses)
- (c) Two are In PS zoning (Red Deer College and The Westerner)
- (d) Two are on Gaetz in C2A zoning (Bower Mall signs)

* Please note we are primarily concerned with the signs located along Gaetz Avenue in the C4 District outside of the downtown.

2. Six of the 14 provide a greater public service by providing information to people visiting Red Deer (such as venues which host trade shows or large events). Each of these has large street frontages over 100m.

3. The remaining eight of 14 all have smaller lots and the main purpose of the sign to advertise a product. One impact of allowing Dynamic Signs on the smaller lots has been the clustering of these signs in the Downtown.

4. Of the 6 sites/uses that are located along Gaetz Avenue outside of the Downtown,

- (a) Four are located on large sites, with street frontage greater than 100m
- (b) Two provide lodging providing a regional draw and community service.
- (c) Two at Bower mall advertise community-serving events and provide a regional draw.

Current Demand

At the public hearing on May 3rd 2010, proponents of Dynamic Signs indicated that Dynamic Signs can be costly. Not all businesses can afford these types of signs nor desire these types of signs. One of the industries with the highest demand for Dynamic Signs is the Hotel and Convention Centre Industry.

Public Benefit

One clear benefit of Dynamic Signs in previous reports is the opportunity to provide information to the travelling public about events occurring in Red Deer at large venues. Convention, trade show attendants or tourists benefit from signs such as the one at the college or the Westerner, which indicate the events occurring at the venue. As these events continually change or as there may be multiple events, Dynamic Signs are an effective way to advertise on these large sites.

Planning Analysis

Based on looking at the existing signs, the demand and the types of public benefit PCPS is suggesting that at this time that new Dynamic Signage be limited to sites that:

- (i) Provide lodging services (Regional draw to Red Deer),
- (ii) Provide spaces that hold multiple large and diverse events occurring concurrently or in close temporal proximity i.e. conferences and conventions (Regional draw to Red Deer).
- (iii) Have a large property with street frontage over 100m minimizing the impact on the site.
- (iv) Meet current C2A and PS regulations for Dynamic Signs

Based on this criteria the following sites have been determined to be appropriate for Dynamic Signs:

- (i) LOT E, Plan 5009KS (3310- 50 Avenue, Capri Hotel and Convention Centre),
- (ii) LOT 5, BLOCK 15, Plan 4436TR (2929 - 50 Avenue, Black Knight Inn),
- (iii) LOT 1A, BLOCK 44, PLAN 8121177 (4311- 49 Avenue, Red Deer Lodge)

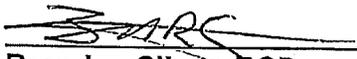
These sites have been chosen to meet current demand, be consistent with the current placement of Dynamic Signs on Gaetz Avenue, address quantity concerns and be consistent with current Dynamic sign restrictions. These sites could allow Dynamic Signs as an exception to the bylaw.

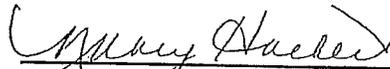
D. Recommendations

It is respectfully recommended that Council consider giving first reading to Land Use Bylaw 3357/ R2010 which would allow Dynamic Signs as an exception (discretionary use) on the following sites:

- (i) LOT E, Plan 5009KS (3310- 50 Avenue),
- (ii) LOT 5, BLOCK 15, Plan 4436TR (2929 - 50 Avenue),
- (iii) LOT 1A, BLOCK 44, PLAN 8121177 (4311- 49 Avenue)

Respectfully Submitted,

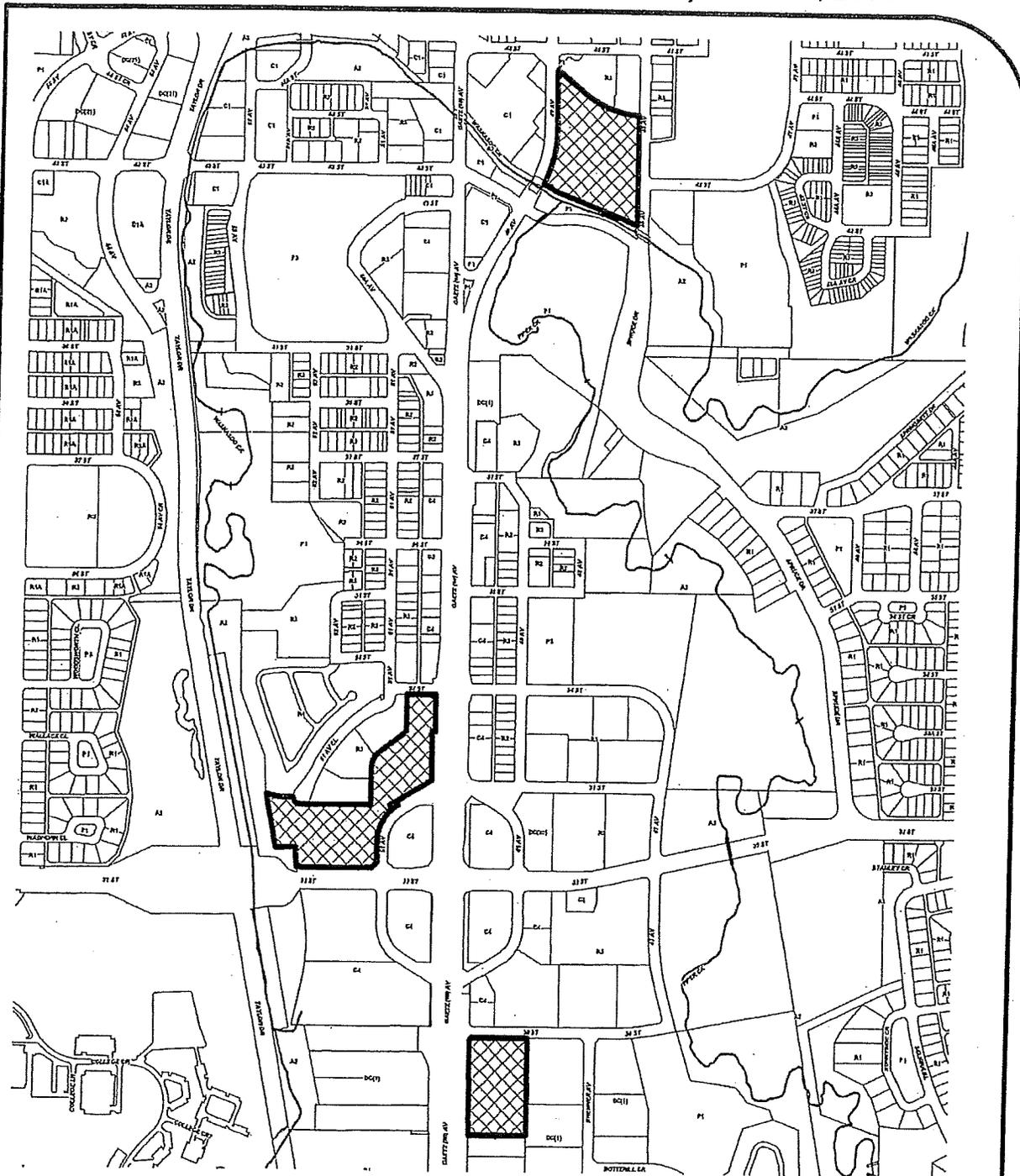

 Brandon Silver, BCD
 Planner/Urban Designer


 Nancy Hackett, ACP, MCIP
 City Planning Manager

- c. Paul Meyette, Planning Services Division
- Paul Goranson, Development Services Division
- Frank Colosimo, Engineering Services Manager



Proposed Amendment to Land Use Bylaw 3357/2006



Change District from:

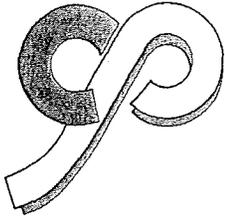


C4 to C4(w)

Affected Districts:

C4 - Commercial (Major Arterial) District

Proposed Amendment
Map: 15-2010
Bylaw: 3357/R-2010
Date: June 21, 2010



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

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

Date April 26th, 2010

To: Elaine Vincent, Legislative Services Manager

From: Brandon Silver, Parkland Community Planning Services
Frank Colosimo, Engineering Services Manager

Re: Land Use Bylaw Amendment 3357/J 2010
Dynamic signage in C4 district and a Vision for Gaetz Avenue

A. Purpose

The purpose of this report is to respond to the motion brought forward during the council meeting of date January 25, 2010:

“Resolved that Council of the City of Red Deer having considered the report from the Legislative & Administrative Services Manager dated January 18, 2010 and the Parkland Community Planning Services dated December 7, 2009 re: Land Use Bylaw Amendment No. 3357/F-2009 (Dynamic Signage), hereby supports the location of dynamic signs in C2A only with a provision for an examination in C4 areas within the next three months as the vision for Gaetz Avenue is articulated.”

As the end of April marks three months, this report will provide a status update on both elements; dynamic signage and a vision for Gaetz Avenue, and will also provide and outline the next steps proposed.

B. Dynamic Signs

As requested, the examination of Dynamic Signs in C4 Commercial (Major Arterial) areas has been accomplished via the following four tools developed over the past three months. Each tool is intended to help represent or determine the impact of allowing dynamic signs in the C4 Commercial (Major Arterial) District, using the same regulations in place for dynamic signs in the C2A Commercial (Regional Shopping Centre) District:

1. PCPS has prepared a map to show where the signs could be located along Gaetz Avenue, assuming every eligible property chose to construct one.

The approximate maximum number of dynamic signs and their approximate potential locations has been determined through analysis of the existing dynamic sign regulations if extended to the C4 district. The approximate locations are illustrated on attached maps 1 and 2. Based on the general setbacks/radius separation of 50m from each dynamic sign, 30m setback/radius separation from a residential property and by using the existing signs as a starting point, there could be an approximate maximum of 42 additional dynamic signs added to Gaetz Avenue under the proposed amendment.

2. A video based on the maps produced through the hypothetical application of the C2A district dynamic sign policy to the C4 district areas on Gaetz Avenue has been produced. This video represents the impact that the potential maximum dynamic sign density would have on Gaetz Avenue, following the proposed land use bylaw amendment. This video will be presented to Council at the time of consideration of this report.

Suggested key notes to keep in mind while considering the tools provided:

- Note that many of the signs will be on existing freestanding signs because up to 25% of the sign may be used as a dynamic sign, therefore not necessarily all dynamic signs will be on newly constructed signs.
- This will *not add any new* dynamic signs in the downtown or entry way areas, as these areas have different design criteria or zoning requirements.
- Other cities have applied comprehensive design criteria to their corridors dealing with landscaping, signs, and other matters comprehensively.
- Existing dynamic signs will be allowed either as non-conforming or where they conform as permitted signs (these are over and above the 42 new sites).
- Policy for the C2A district is that these are a permitted use, in the draft LUB amendment, also permitted in the C4 district.
- The signs will be visible to users of Gaetz Avenue.
- The C4 district is not limited to Gaetz Avenue. It exists in and could be extended to other parts of the city (e.g. Queens Business Park). These areas would also be affected by the proposed amendment if added to C4.
- There will be a minimum of 30m setback from residential properties, but in some cases dynamic signs may still be visible from residential structures where there are taller buildings or where there is less screening.

Should Council wish to proceed, a land use bylaw amendment has been prepared for consideration. The land use bylaw amendment as drafted would allow dynamic signs as a permitted use in the C4 district with the same regulations as recently applied to the C2A district including:

- 50m radius setback from each property containing a dynamic sign,
- 30m residential setback from a residential property,
- 3 second minimum display period,
- 25% maximum of sign face,

- o No more than 1 dynamic sign per building or site.

The land use bylaw amendment has been provided with this report.

It should be noted that while reviewing this matter it became evident that any decisions made regarding dynamic signage on Gaetz Avenue will influence the future vision of Gaetz Avenue and the *Gaetz Avenue Redevelopment Study*. Likewise, any policy proposed for Gaetz Avenue regarding dynamic signs may benefit from a clearer vision of what Gaetz Avenue will be in the future. Council may wish to consider dynamic signs in the C4 district independently. But, for consistency with the Gaetz Avenue vision, Council may wish to consider both matters concurrently or deal with the Gaetz Avenue Study first, deferring the consideration of dynamic signage until after the Gaetz Avenue vision work is complete.

C. Gaetz Avenue Vision

To date, the vision for Gaetz Avenue is based on the Gaetz Avenue Redevelopment Study evolved from the 2003 Council Decision directing administration to proceed with a Gaetz Avenue Development Setback Study. The need arose due to the sale of surplus road right-of-way (Gaetz Avenue service roads) to the adjacent businesses and lack of appropriate development setbacks of building and signs for these enlarged parcels.

The planning rationale of this objective was to retain the existing appearance (aesthetics) and street views and ensure no business would become obscured from the public view by virtue of the new construction. It was recognized that other components needed to be addressed, such as road and pedestrian right-of-ways, access management and landscaping.

The Redevelopment Study was completed in 2005 and presented to Council. It was not adopted as a planning study due to opposition from the Gaetz Avenue business community. Council did direct administration to proceed with the North Gaetz Construction project as per the outlined design elements of the Redevelopment Study. Since then other construction projects have incorporated into the Redevelopment Study design elements as a basis: Gaetz Avenue/32 Street Improvement project and Gaetz Avenue/19 Street Improvement project.

As part of the 2006 capital budget, \$150,000 was approved by Council to proceed with the completion of the Redevelopment Study. The approved budget was to undertake further consultation with the business community to address their concerns, mainly access to the service roads. This activity has not commenced and the budget is still available.

Since the completion of some of the Gaetz Avenue capital projects, Engineering Services has received feedback from Senior Management and Council that indicates that even though the as-constructed Gaetz Avenue improvement projects follow the Redevelopment Study design elements, the overall vision for Gaetz Avenue is lacking.

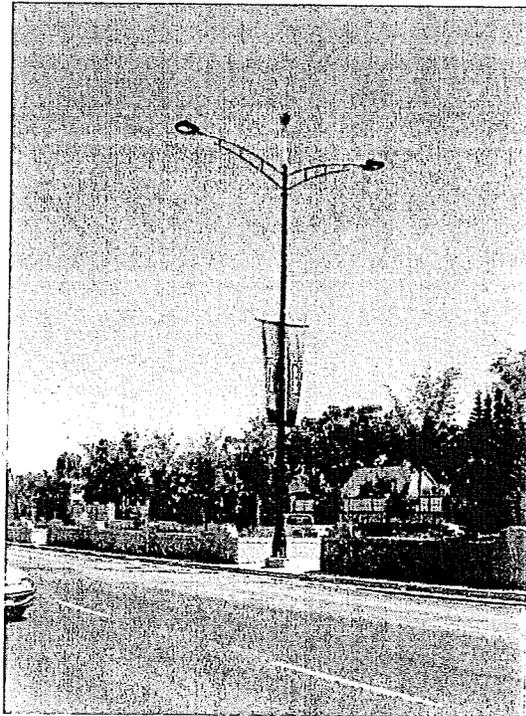
Review of the visioning is planned to be incorporated into the next phase of the Redevelopment Study. This is tentatively planned to occur after the Integrated Transportation Movement Study is substantially complete.

In accordance with the January 25 resolution, a collection of visuals representing a potential vision for Gaetz Avenue has been accumulated. These visuals show examples of improvements made to streets in similar context to Gaetz Avenue. Figure 1 and Figure 2 are samples from this inventory.

Figure -1- 16th Avenue Calgary



Figure -2- 16th Avenue Calgary



D. Options

Based on the information provided in this report and corresponding presentations, the following options have been developed for Council's consideration.

Dynamic Signs

Option 1

Approve the proposed land use bylaw amendment pertaining to Dynamic Signs in the C4 Commercial (Major Arterial) district, based on the information provided in this report and corresponding presentations. The proposed amendment would extend the same policy/regulations for dynamic signs to the C4 (Major Arterial) district that has been previously adopted in the C2A Commercial (Regional Shopping Centre) district.

Option 2

Defer decision on LUB amendment pertaining to dynamic signs in the C4 District until the Gaetz Avenue Redevelopment Study has been completed, addressing the original Council Decision of 2003 and senior management concerns regarding the Gaetz Avenue vision.

Option 3

Deny the LUB Amendment pertaining to dynamic signs in the C4 District based on the available information.

Gaetz Avenue Vision**Option 1**

Proceed with current plan of completing the Redevelopment Study, which includes the Gaetz Avenue visioning after the Integrated Transportation Movement Study.

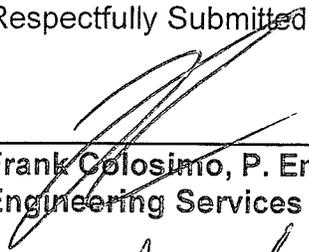
Option 2

Undertake the completion of the Redevelopment Study into two phases. The first phase will explore the architectural cross sectional elements of Gaetz Avenue (banners, trails, median treatments, landscaping, etc.) Phase two would identify the programming of the corridor (lane requirements, trail widths, access management, alternative transportation forms, building and signage setbacks, etc.). Phase two will also seek Council approval of the document as a planning tool.

Recommendations

It is respectfully recommended that Council consider all three options pertaining to the matter of dynamic signs in the C4 Commercial (Major Arterial) District and two options related to the Gaetz Avenue Redevelopment Study and direct administration to proceed with the preferred approach.

Respectfully Submitted.



Frank Colosimo, P. Eng
Engineering Services Manager



Brandon Silver, BCD
Planner/Urban Designer



Nancy Hackett, ACP, MCIP
City Planning Manager

- c. Paul Meyette, Planning Services Division
Paul Goranson, Development Services Division

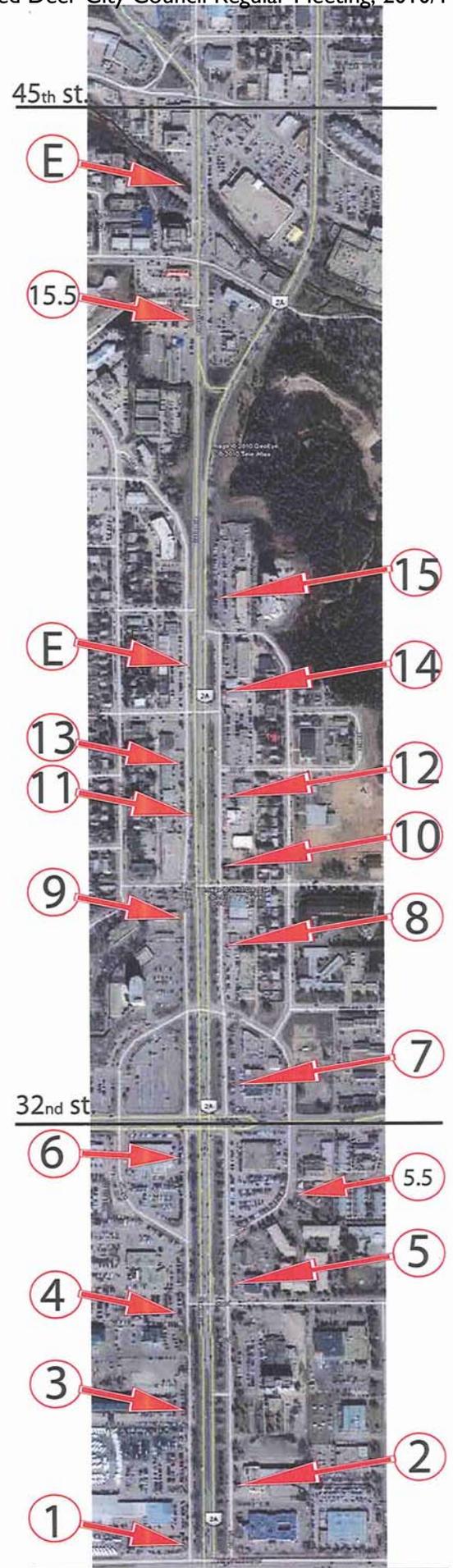
MAP 1: SOUTH GAETZ



Indicates potential dynamic sign placement

Indicates existing dynamic sign placement

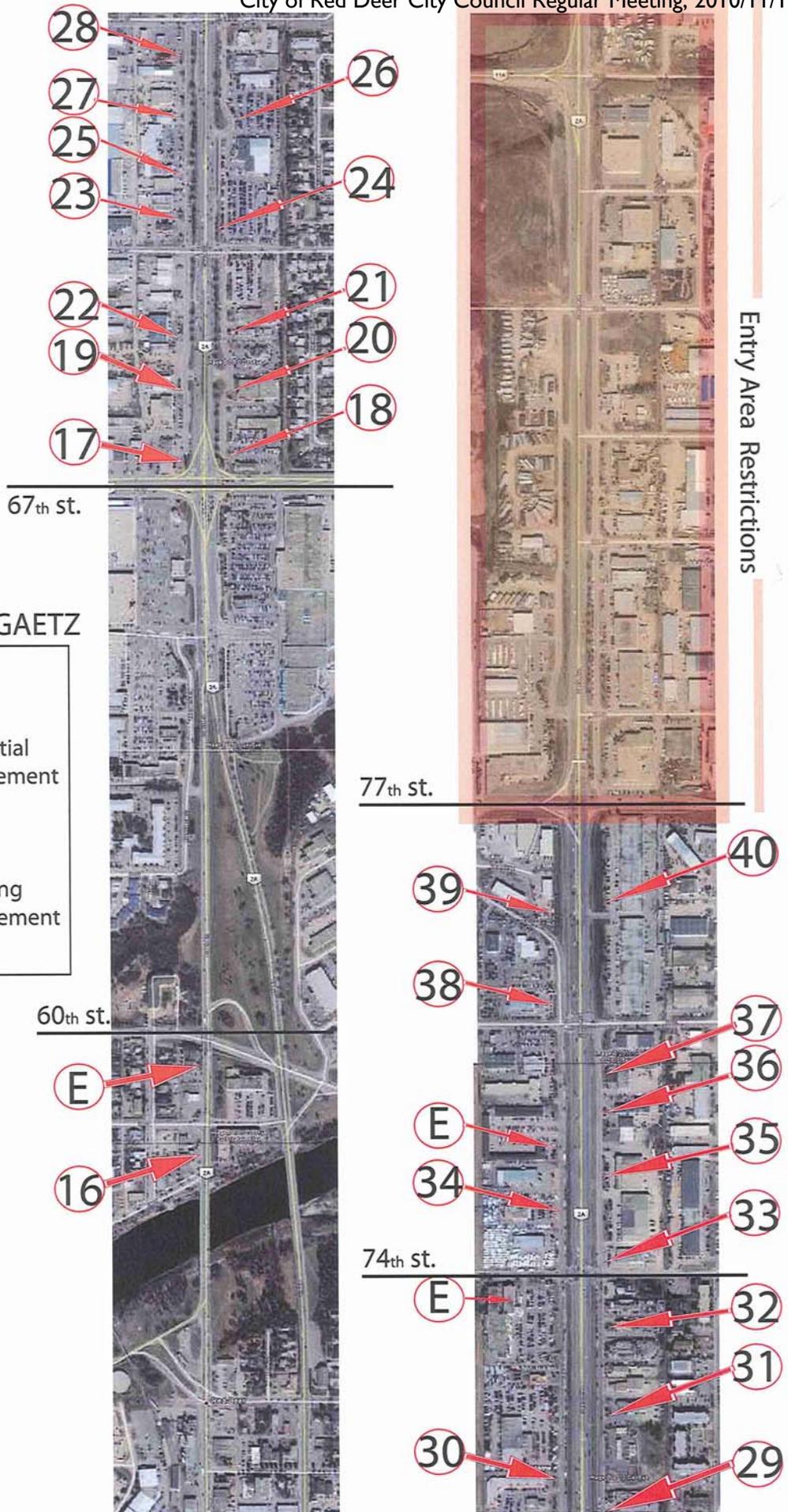
Entry Area Restrictions



MAP 2: NORTH GAETZ

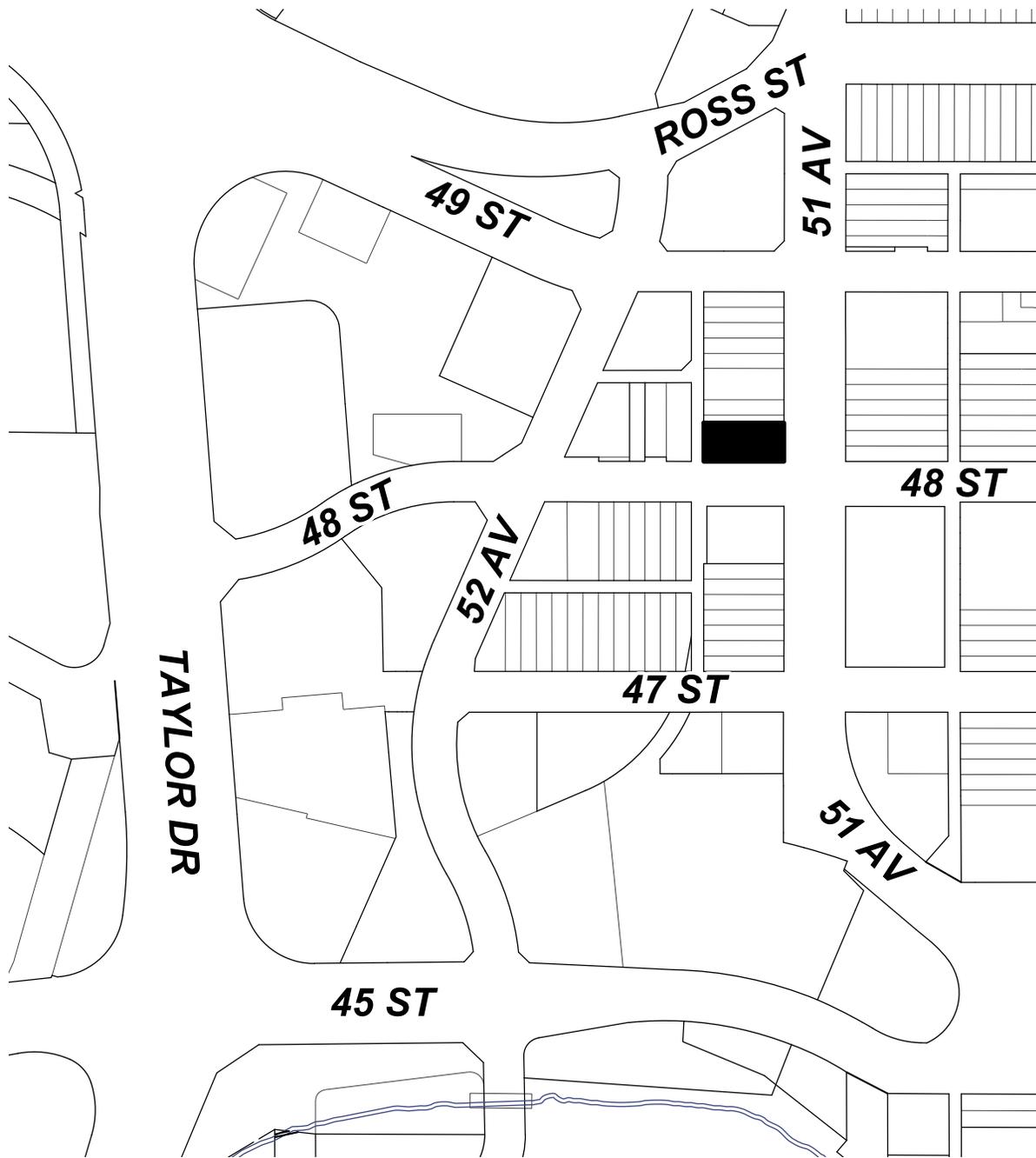
Legend for dynamic sign placement:

- ← 1: Indicates potential dynamic sign placement
- ← E: Indicates existing dynamic sign placement





Proposed Amendment to Land Use Bylaw 3357/2006



 Addition of exception (x)

Proposed Amendment
Map: 21-2010
Bylaw: 3357/ Y-2010
Date: Nov 10, 2010

Comments:

I support the recommendation of Administration to move forward with this request from AEI. The proposed land use bylaw amendment will enable for the immediate resolution of the sign placement.

“Craig Curtis”
City Manager

FILE COPY



Council Decision – November 15, 2010

DATE: November 16, 2010
TO: Brandon Silver, Planner
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/Y-2010 – Non-Conforming Dynamic Signs –
Location of Dynamic Sign on Building located at 48 Street and 51 Avenue (AEI Sign)

Reference Report:

Planner, dated November 5, 2010

Resolution:

“Resolved that Council of The City of Red Deer having considered the report from the Planner for the Planning Services department dated November 5, 2010 re: Non-conforming Dynamic Signs, LUB Amendment 3357/Y-2010 hereby agrees to table consideration of the development of an inventory of dynamic signs to provide for a comprehensive study on dynamic signage be undertaken, in conjunction with the Gaetz Avenue Redevelopment Study.

Bylaw Reading:

Land Use Bylaw 3357/Y-2010 received first reading at the November 15, 2010 Council meeting to allow for an exception to be applied to Lot 1-3, Block 5, Plan H (4802 51 Avenue) to provide for the relocation of the non-conforming sign.

Report Back to Council: Yes

Comments/Further Action:

Land Use Bylaw Amendment 3357/Y-2010 is to be advertised and come back to Council on December 13, 2010 for consideration of second and third reading. Further, the development of an inventory of dynamic signs to be undertaken in conjunction with the Gaetz Avenue Redevelopment Study be brought back to Council at a date in the future.

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

Elaine Vincent
Legislative & Governance Services Manager
/attach.

c Director of Planning Services
Angus Schaffenburg, Acting Manager of
Planning
Corporate Meeting Coordinator

BYLAW 3357/ Y-2010

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

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

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

1. Add the following text to Part 8 Direct Control Districts and Exceptions Respecting Land Use after section 8.22(1)(w):

“(x) On the site listed below, the relocation of a Dynamic Sign, lawfully in existence on September 30, 2010 to another location on the same site, is a discretionary use provided that the dynamic portion of the sign is not altered and provided that the sign complies with the applicable provisions of sections 3.3 and 3.4.

(i) LOT 1-3 Block 5, Plan H (4802 51 Avenue)

2. The “Land Use District Map”, L15 contained in “Schedule A” of the Land Use Bylaw is hereby amended as shown on Land Use Map 21-2010.

READ A FIRST TIME IN OPEN COUNCIL this 15 day of November 2010.

READ A SECOND TIME IN OPEN COUNCIL this day of 2010.

READ A THIRD TIME IN OPEN COUNCIL this day of 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2010.

MAYOR

CITY CLERK



■ Addition of exception (x)

Proposed Amendment
Map: 21-2010
Bylaw: 3357/ Y-2010
Date: Nov 10, 2010



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

ORIGINAL

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

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

CONTACT INFORMATION			
Name of Report Writer:	Brandon Silver		
Department & Telephone Number:	Planning 8702		
REPORT INFORMATION			
Preferred Date of Agenda:	November 15, 2010		
Subject of the Report (provide a brief description)	Land Use Bylaw Amendment for the Dynamic Signs. Request from the October 4, 2010 Council		
Is this Time Sensitive? Why?	Yes if there is to be a hearing before Christmas		
What is the Decision/Action required from Council?	Decision on First Reading of the LUB amendment		
Please describe Internal/ External Consultation, if any.	Legal		
Is this an In-Camera item?	no		
How does the Report link to the Strategic Plan and other existing Plans & Policies?			
Supports DC 5.3			
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe. Yes. Some initial concern that the amendment would allow both relocation and a new sign. We responded that this would be a judgment for the DO but that we did not want to exclude some new components to the sign.			
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe.			
No			
Presentation: (10 Min Max.)	YES	NO	
COMMUNITY IMPACT			
Should External Stakeholder(s) be advised of the Agenda item? (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)	X YES	NO	
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address) Mr. Arnie Scoritz and Ray Mitten owners of the AEI Building.			
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY			
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC (Please circle those that apply)			
CLT When/describe: _____	City Manager Briefings When/Describe: _____	Board(s) / Committee(s) When/Describe: _____	
Do we need Communications Support?		<input type="checkbox"/> YES	<input type="checkbox"/> NO



ORIGINAL

Planning Services department

DATE: November 5, 2010
TO: Craig Curtis, City Manager
FROM: Brandon Silver, Planner
SUBJECT: Non-Conforming Dynamic Signs, LUB Amendment 3357/Y-2010

History

At the May 3, 2010 Council meeting (see attached report of April 26, 2010) proposed Land Use Bylaw Amendment 3357/J-2010, providing for dynamic signs in the C4 Commercial district (C4), was introduced but was not supported by City Council. However, at this meeting the Planning department was directed by City Council to revisit the issue of dynamic signs after a "clear vision" for Gaetz Avenue had been established. Since this "vision" is expected to be achieved through the *Gaetz Avenue Redevelopment Study* which is scheduled to be completed sometime in the spring of 2011, administration was directed to provide an interim measure to respond to the immediate demand for dynamic signs.

At the July 26 meeting LUB amendment 3357/ R-2010 was supported and adopted by City Council. This amendment provided for dynamic signs to be discretionary uses on selected sites (see attached report of July 19, 2010).

It was recognized following the adoption of LUB amendment 3357/R-2010 that a number of issues regarding dynamic signs still need to be addressed. One such issue is that all existing dynamic signs currently not located on a site designated PS, I2 or C2A, are considered non-conforming. This means they were legally in place before revisions to the bylaw made them non-conforming but under the current Land Use Bylaw, there are no options for changes to these dynamic signs in terms of alterations or being rebuilt if damaged.

At the July 26, 2010 council meeting, Mr. Ray Mitten and then Mr. Arnie Scortiz, owner of the AEI Building, voiced concerns regarding this limitation to the dynamic sign on their building and the inability to relocate the sign. The AEI sign is located on a C1 zoned site and is therefore considered a legal non-conforming use. Because the AEI dynamic sign does not meet the current bylaw, it is unable to be relocated on the site or be rebuilt if damaged beyond 75%, as is the situation for all non-conforming signs, buildings or other uses within Red Deer that are not permitted under the current land use bylaw.

LUB amendment 3357/Y-2010 was introduced at the October 4 Council meeting (see attached report of September 27, 2010), to provide for an exception for all existing digital dynamic signs that do not meet the Land Use Bylaw. The proposed exception would allow an application to relocate a sign that is non-

conforming on the identified sites. The relocation would be at the discretion of the development authority, and be subject to all existing sign regulations in section 3.3 and 3.4 of the land use bylaw. In addition to compliance with the Land Use Bylaw, the dynamic portion of the existing sign would be prohibited to be altered. The listing of sign locations provided within LUB amendment 3357/Y-2010 did not include all dynamic signs and 1st reading was therefore deferred until a full listing could be provided.

Discussion

The Planning department does not have a current inventory of dynamic signs located throughout the city. The definition of a dynamic sign in the LUB makes no distinction between mechanical dynamic signs and digital dynamic signs; however, administration is of the opinion that there are distinctions in the nature of these signs with respect to their potential to distract motorists. Currently a sign that has a small moving part is considered the same as a sign that has a bright electronic digital display. As a result, administration proposes that additional work should be undertaken to better define the distinctions between mechanical dynamic signs and digital dynamic signs and then proceed with the work of developing a comprehensive inventory.

In the interim, Council has before it the request for relocation of the AEI sign. Typically, administration does not support site specific zoning as it establishes precedent and presents a suggestion that a specific application is receiving a preference. In this instance however, because the exception is being contemplated in the overall scope of how dynamic signs will be responded to, pending a more comprehensive Land Use Bylaw amendment, we propose that Council consider a site specific zoning.

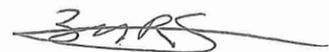
The proposed exception would allow for the relocation of the non-conforming AEI sign. The relocation would be at the discretion of the development authority, and be subject to all existing sign regulations in section 3.3 and 3.4 of the land use bylaw. In addition to compliance with the Land Use Bylaw, the dynamic portion of the existing sign would be prohibited to be altered.

Recommendation

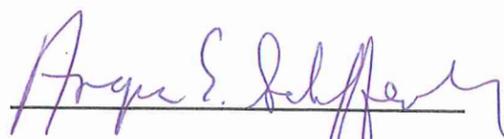
Administration supports the following recommendations:

1. That Council direct that an exception to be applied to LOT 1-3 Block 5, Plan H (4802 51 Avenue) to provide for the relocation of the non-conforming sign at the discretion of the development authority, subject to all existing sign regulations in section 3.3 and 3.4 of the Land Use Bylaw, and the dynamic portion of the sign not be altered.
2. That Council table until the completion of the Gaetz Avenue Redevelopment Study the development of an inventory of dynamic signs to provide for:
 - (a) development of definitions for both mechanical dynamic signs and digital dynamic signs; and

(b) a comprehensive study on dynamic signage be undertaken, in conjunction with the Gaetz Avenue Redevelopment Study.



Brandon Silver
Planner/Urban Designer



Angus Schaffenburg
Acting Manager

DATE: October 12, 2010
TO: Craig Curtis, City Manager
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/Y-2010 – Location of dynamic sign on building located at 48 Street and 51 Avenue (AEI Sign)

History

At the Monday, July 26, 2010 Meeting of Council, the following resolution was passed.

“Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated June 21, 2010 re Land Use Bylaw Amendment 3357/R-2010 – Dynamic Signs in C4 Districts, hereby directs Administration to prepare a report to be brought back to Council in up to six weeks time, advising how the AEI sign may be relocated up on the building.”

Administration requested extra time to complete the report and at the Monday, September 7, 2010 Meeting of Council, the following tabling resolution was passed.

“Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager, dated August 30, 2010, re: Location of Dynamic Sign on Building Located at 48th Street and 51st Avenue, (AEI Sign) hereby agrees to table consideration of this item to the Monday, October 4, 2010 Council Meeting to provide administration additional time to prepare recommendations with regard to the relocation of the AEI sign.”

At the Monday, October 4, 2010 Council Meeting this item was discussed and requested to be brought back to the November 15, 2010 Council meeting. The following resolution was passed:

“Resolved that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated September 27, 2010 and Parkland Community Planning Services dated September 27, 2010 hereby agrees to table until the November 15, 2010 meeting to ensure all dynamic signs are included in the bylaw amendment.”



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

ORIGINAL

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 27th, 2010**

To: **Craig Curtis, City Manager**

From: **Brandon Silver, Parkland Community Planning Services**

Re: **Land Use Bylaw Amendment 3357/ Y-2010
Non Conforming Dynamic Signage**

A. Purpose

At the July 26th public hearing regarding Land Use Bylaw Amendment 3357/R-2010, which provides for Dynamic Signage as a Discretionary Use in C4 Districts. Mr. Ray Mitten and then Mr. Arnie Scoritz, owner of the AEI Building were in attendance and spoke to the item. Mr. Scoritz voiced concerns regarding the location of the dynamic sign on his building and his inability to relocate the sign.

The purpose of this report is to respond to the motion Council brought forward in response to these comments during the public hearing:

"Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated June 21, 2010 re Land Use Bylaw Amendment 3357/R-2010 - Dynamic Signs in C4 Districts, hereby directs Administration to prepare a report to be brought back to Council in up to six weeks time, advising how the AEI sign may be relocated up on the building."

B. Existing Non- Conforming Dynamic Sign Relocation

Currently all existing dynamic signs that are not located on a site designated Public Service or C2A, are considered non-conforming. They do not meet the by-law because dynamic signs are not a permitted use in their respective land use zone.

These signs are allowed to exist because they were legally in place before revisions to the bylaw made them non-conforming. The AEI sign is located on a C1 site and is therefore considered a legal non-conforming use. Because the AEI dynamic sign does not meet the current bylaw, it is unable to be relocated on the site or be rebuilt if damaged.

This is the situation for all non-conforming signs, buildings or other uses within Red Deer that are not permitted under the current land use bylaw.

In order to provide for the relocation of the AEI sign without resorting to spot zoning or similar measures, administration and PCPS have concluded that the best way to proceed would be to create an exception for all existing dynamic signs that do not meet the bylaw.

The proposed exception would allow an application to relocate a sign that is non-conforming on the identified sites. The relocation would be at the discretion of the Development authority, and be subject to all existing sign regulations in section 3.3 and 3.4 of the land use bylaw. In addition to compliance with the land use bylaw, the dynamic portion of the existing sign would be prohibited to be altered.

Existing Signage Summary

Only the 10 existing dynamic signs as of September 2010, that are not located in PS or C2A would be affected by the proposed exception. These signs are as follows:

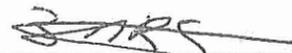
1. Royal LePage, 3608 50 Ave
2. Western Financial Group, 4320 50 Ave
3. AEI, 4802 51 Ave
4. Western Bank, 51 AV 4822
5. Retire 1st, 4610 49th Ave
6. Community Service, 4901 48 Street
7. Community Futures, 49 Ave 5013
8. Eye Care, 5920- 50th Ave
9. North Hill Inn, 7150 50 Avenue
10. Motor Inn 7444, 50 Ave

C. Recommendations

It is respectfully recommended that Council consider giving first reading to Land Use Bylaw amendment 3357/ Y2010 which would allow for the relocation of an existing dynamic sign as an exception (discretionary use) on the following sites:

- (i) LOT 19, Block 2, Plan 8020756 (3608 50 Avenue)
- (ii) LOT 17c, Block 6, Plan 7821516 (4320 50 Avenue)
- (iii) LOT 1-3 Block 5, Plan H (4802 51 Avenue)
- (iv) LOT 7-11, Block 5, Plan H (51 Avenue 4822)
- (v) LOT Z, Block 21, Plan 5060ET (4610 49th Avenue)
- (vi) LOT Y, Block 20, Plan K (4901 48 Street)
- (vii) LOT 39-40, Block 28, Plan K (49 Avenue 5013)
- (viii) LOT 17A, Block 29, Plan 7604S (5920- 50th Avenue)
- (ix) LOT 3, Block 2, Plan 7621710 (7150 50 Avenue)
- (x) LOT 9, Block 3, Plan 7820350 (7444 50 Avenue)

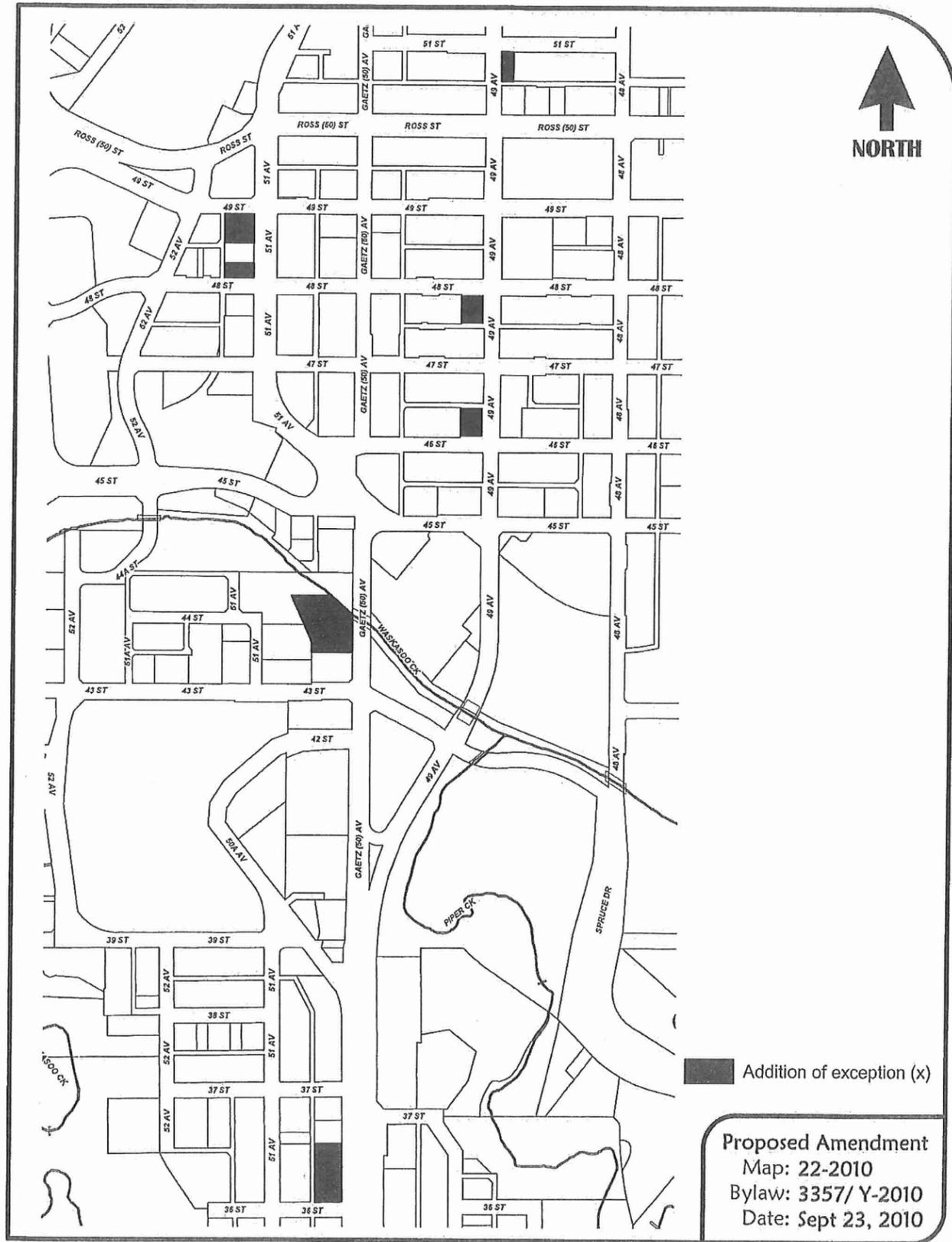
Respectfully Submitted,



Brandon Silver, BCD
Planner/Urban Designer



Tony Lindhout
Assistant City Planning Manager



■ Addition of exception (x)

Proposed Amendment
Map: 22-2010
Bylaw: 3357/ Y-2010
Date: Sept 23, 2010



ORIGINAL

Legislative & Governance Services

DATE: July 19, 2010
TO: Craig Curtis, City Manager
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/R-2010
Dynamic Signage in C4 Districts

History:

At the Monday, June 28, 2010 Regular Council Meeting Land Use Bylaw Amendment 3357/R-2010 received first reading.

Land Use Bylaw Amendment 3357/R-2010 provides for Dynamic Signs as a discretionary use in the C4 (Major Arterial) Commercial District on the following sites:

1. Lot E, Plan 5009KS (3310-50 Avenue - Capri Centre)
2. Lot 5, Block 15, Plan 4436TR (2929 - 50 Avenue - Black Knight Inn)
3. Lot 1A, Block 44, Plan 8121177 (4311 - 49 Avenue - Red Deer Lodge)

Public Consultation Process:

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, July 26, 2010 at 6:00 P.M. during Council's Regular Meeting. Advertisements were placed in the Red Deer Advocate on July 9, 2010 and July 16, 2010.

A copy of Administrations' reports that were submitted to the June 28, 2010 Council Agenda are attached.

Recommendation:

That Council consider second and third readings of the bylaw.

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

Elaine Vincent
Manager



ORIGINAL

Legislative & Governance Services

DATE: June 21, 2010
TO: Craig Curtis, City Manager
FROM: Elaine Vincent, Legislative & Administrative Services Manager
SUBJECT: Vision for Gaetz Avenue and Dynamic Signage in C4 District

History:

At the Monday, May 3, 2010 Council Meeting, Council passed the following resolutions regarding Dynamic Signage:

“Resolved that Council of the City of Red Deer having considered the report from Parkland Community Planning Services, dated April 26, 2010, re: Land Use Bylaw Amendment 3357/J-2010, Dynamic Signage in C4 District and a Vision for Gaetz Avenue hereby agrees to Option 2 regarding the Gaetz Avenue Vision to undertake the completion of the Redevelopment Study in two phases as follows:

1. The first phase will explore the architectural cross sectional elements of Gaetz Avenue (banners, trails, median treatments, landscaping, etc.)
2. Phase two would identify the programming of the corridor (lane requirements, trail widths, access management, alternative transportation forms, building and signage setbacks, etc.) Phase two will also seek Council approval of the document as a planning tool. ”

“Resolved that Council of the City of Red Deer having considered the report from Parkland Community Planning Services, dated April 26, 2010, re: Land Use Bylaw Amendment 3357/J-2010, Dynamic Signage in C4 District and a Vision for Gaetz Avenue hereby directs that administration prepare the necessary bylaw amendment by June 28, 2010 to provide for dynamic signage as a discretionary use for approval by Council until such time as Option 2 regarding the Gaetz Avenue Vision is completed.”

Page 2 of 2

A report from Administration is attached regarding Land Use Bylaw Amendment 3357/R-2010 regarding dynamic signage in C4 Districts as a discretionary use.

Recommendation

That Council consider first reading of Land Use Bylaw Amendment 3357/R-2010.

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

Elaine Vincent
Manager



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

ORIGINAL

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 June 21, 2010
To: Craig Curtis, City Manager
From: Brandon Silver, Parkland Community Planning Services
Re: Land Use Bylaw Amendment 3357/ R-2010
Dynamic signage in C4 District

A. Purpose

The purpose of this report is to respond to the motion brought forward during the Council meeting of May 3, 2010:

"Resolved that Council of the City of Red Deer having considered the report from Parkland Community Planning Services, dated April 26, 2010, re: Land Use Bylaw Amendment 3357/J-2010, Dynamic Signage in C4 District and a Vision for Gaetz Avenue hereby directs that administration prepare the necessary bylaw amendment by June 28, 2010 to provide for dynamic signage as a discretionary use for approval by Council until such time as Option 2 regarding the Gaetz Avenue Vision is completed."

At the May meeting, Council reviewed a report and video which showed the maximum potential "build out" of Dynamic Signs in the C4 (Major Arterial) Commercial District along Gaetz Avenue and considered the impact they would have. Council determined that additional criteria were necessary to site Dynamic Signs until such time as the Gaetz Avenue Redevelopment Study was complete and the issue can be reviewed more comprehensively. Planning staff agreed to develop these additional criteria.

B. Dynamic Signs

As requested, Parkland Community Planning Services has examined Dynamic Signs as a discretionary use in the C4 (Major Arterial) Commercial District with a view to determining additional criteria for future sign placement (over and above that presented previously).

The previously proposed land use bylaw amendment approach was based on allowing new signs in the C4 district in a manner similar to other districts [C2A Commercial (Regional Shopping Centre) and large PS Public Service (Institutional or Government) sites]. The C2A and PS regulations included:

- a. Setbacks/radius separation of 50m from each property with a dynamic sign,

- b. 30m setback/radius separation from a residential property and by using the existing signs as a starting point.

Following only these regulations/ criteria, there could be an approximate maximum of 42 additional dynamic signs added to Gaetz Avenue in the C4 areas.

At this time there is no clear consensus on how Dynamic Signs should be integrated into the Gaetz Avenue streetscape and there will likely not be until the Gaetz Avenue Redevelopment Study has laid out a clear vision for the future of Gaetz Avenue. However, Council recognizes that some businesses or uses may want to install dynamic signs. Therefore, an interim approach allowing some signs is needed.

C. Proposed Sites For Dynamic Signs

Rationale

In order to accommodate immediate demand for Dynamic Signs, without drastically altering Gaetz Avenue, additional research was conducted. PCPS examined the status and number of Dynamic Signs in Red Deer, reviewed the types of businesses currently seeking Dynamic Signs and looked at the greater public benefit of allowing Dynamic Signs. Figure 1 shows the existing dynamic signs and outlines their attributes.

Figure 1. Red Deer Dynamic Signs

Dynamic sign	Location	Land Use District	Formal	Purpose/ Use	Frontage
Westerner	19th Street and 49th Avenue (corner)	PS	text	Fair Grounds/ Conference Centre	100m+
Red deer college	32nd Street and Taylor Drive (corner)	PS	Graphic	College/ Event Info	100m+
Bower mall X2	28th Street and Gaetz Avenue (corner)	C2A	Graphic	Mall/ Event Info	100m+
ReMax realty	and Gaetz Avenue	C4	Graphic	Realty Info	Less Than 100m
Western Financial Group	43rd Street and 50th Avenue (corner)	C1	text	Banking	Less Than 100m
AEI	48th Street and 51st Avenue	C1	text	Banking	Less Than 100m
Western Bank	49th Street and 52nd Avenue	C1	text	Banking	Less Than 100m
Retire 1st	46th Street 49th Ave (corner)	C1	text	Banking	Less Than 100m
Community Savings	48th Street 49th Ave (corner)	C1	text	Banking	Less Than 100m
Commiunity Futures	51st Street 49th Ave (corner/ lane)	C1	text	Business Services	Less Than 100m
Eye Care	5920- 50th Ave	C4	Graphic	Eye Care Info	Less Than 100m
North Hill Inn	7165 Gaetz Avenue (facia)	C4	text	Lodging/ Conference	100m+
Motor Inn	7458 Gaetz Avenue	C4	text	Lodging/ Conference	100m+
Potential Sites					
Capri Hotel	3310 50 Avenue	C4	N/A	Lodging/ Conference	100m+
Black Knight Inn	2929 - 50 Avenue	C4	N/A	Lodging/ Conference	100m+
Red Deer Lodge	4311 49 Avenue	C4	N/A	Lodging/ Conference	100m+

Existing Signage Summary

1. Of the 14 existing Dynamic Signs in Red Deer;

- (a) Four are currently on Gaetz Avenue and have C4 zoning,
- (b) Six are currently in Downtown and have C1 zoning, (All are small property financial uses)
- (c) Two are In PS zoning (Red Deer College and The Westerner)
- (d) Two are on Gaetz in C2A zoning (Bower Mall signs)

* Please note we are primarily concerned with the signs located along Gaetz Avenue in the C4 District outside of the downtown.

2. Six of the 14 provide a greater public service by providing information to people visiting Red Deer (such as venues which host trade shows or large events). Each of these has large street frontages over 100m.

3. The remaining eight of 14 all have smaller lots and the main purpose of the sign to advertise a product. One impact of allowing Dynamic Signs on the smaller lots has been the clustering of these signs in the Downtown.

4. Of the 6 sites/uses that are located along Gaetz Avenue outside of the Downtown,

- (a) Four are located on large sites, with street frontage greater than 100m
- (b) Two provide lodging providing a regional draw and community service.
- (c) Two at Bower mall advertise community-serving events and provide a regional draw.

Current Demand

At the public hearing on May 3rd 2010, proponents of Dynamic Signs indicated that Dynamic Signs can be costly. Not all businesses can afford these types of signs nor desire these types of signs. One of the industries with the highest demand for Dynamic Signs is the Hotel and Convention Centre Industry.

Public Benefit

One clear benefit of Dynamic Signs in previous reports is the opportunity to provide information to the travelling public about events occurring in Red Deer at large venues. Convention, trade show attendants or tourists benefit from signs such as the one at the college or the Westerner, which indicate the events occurring at the venue. As these events continually change or as there may be multiple events, Dynamic Signs are an effective way to advertise on these large sites.

Planning Analysis

Based on looking at the existing signs, the demand and the types of public benefit PCPS is suggesting that at this time that new Dynamic Signage be limited to sites that:

- (i) Provide lodging services (Regional draw to Red Deer),
- (ii) Provide spaces that hold multiple large and diverse events occurring concurrently or in close temporal proximity i.e. conferences and conventions (Regional draw to Red Deer).
- (iii) Have a large property with street frontage over 100m minimizing the impact on the site.
- (iv) Meet current C2A and PS regulations for Dynamic Signs

Based on this criteria the following sites have been determined to be appropriate for Dynamic Signs:

- (i) LOT E, Plan 5009KS (3310- 50 Avenue, Capri Hotel and Convention Centre),
- (ii) LOT 5, BLOCK 15, Plan 4436TR (2929 - 50 Avenue, Black Knight Inn),
- (iii) LOT 1A, BLOCK 44, PLAN 8121177 (4311- 49 Avenue, Red Deer Lodge)

These sites have been chosen to meet current demand, be consistent with the current placement of Dynamic Signs on Gaetz Avenue, address quantity concerns and be consistent with current Dynamic sign restrictions. These sites could allow Dynamic Signs as a exception to the bylaw.

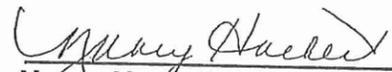
D. Recommendations

It is respectfully recommended that Council consider giving first reading to Land Use Bylaw 3357/ R2010 which would allow Dynamic Signs as an exception (discretionary use) on the following sites:

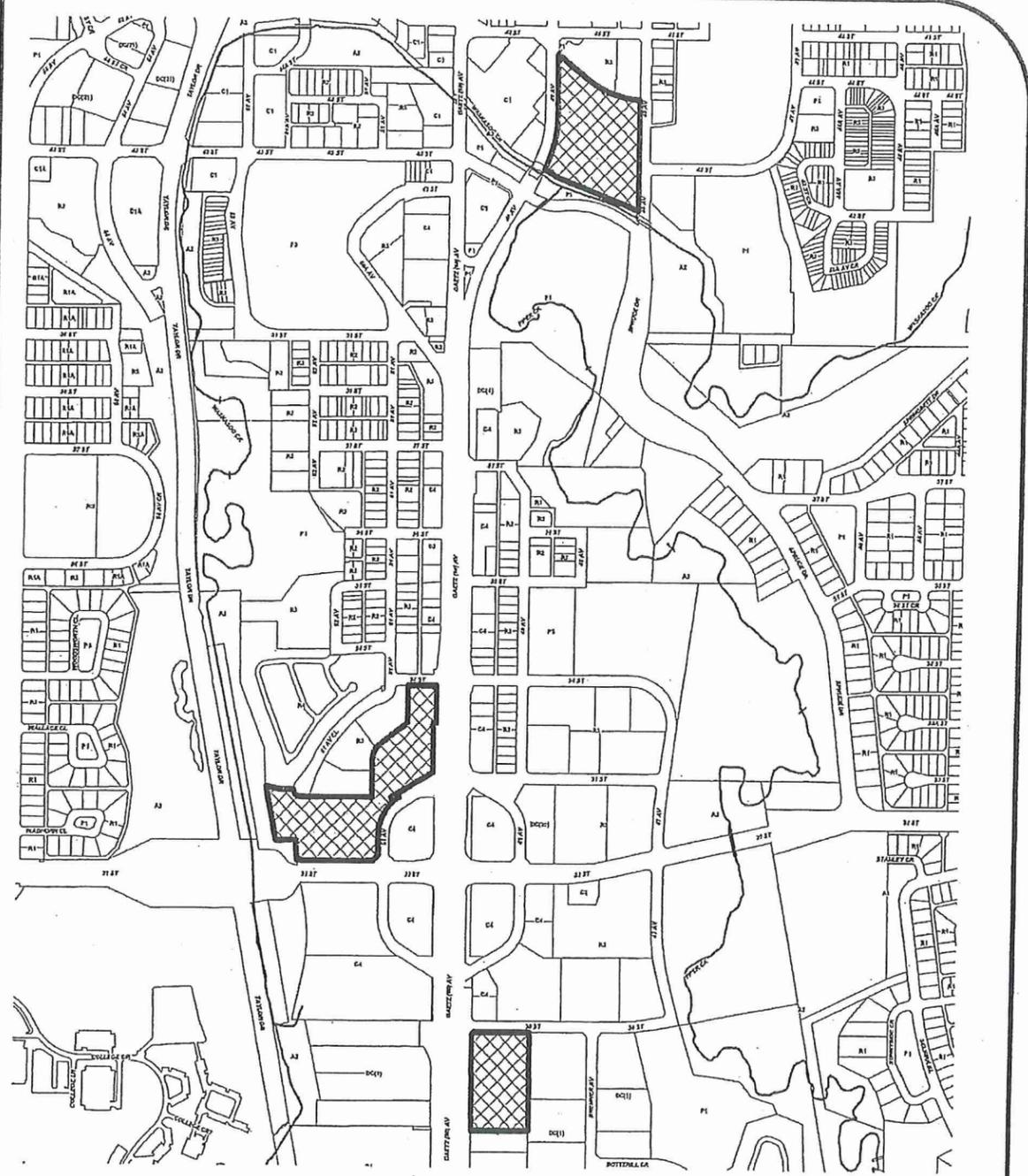
- (i) LOT E, Plan 5009KS (3310- 50 Avenue),
- (ii) LOT 5, BLOCK 15, Plan 4436TR (2929 - 50 Avenue),
- (iii) LOT 1A, BLOCK 44, PLAN 8121177 (4311- 49 Avenue)

Respectfully Submitted,


 Brandon Silver, BCD
 Planner/Urban Designer


 Nancy Hackett, ACP, MCIP
 City Planning Manager

- c. Paul Meyette, Planning Services Division
- Paul Goranson, Development Services Division
- Frank Colosimo, Engineering Services Manager



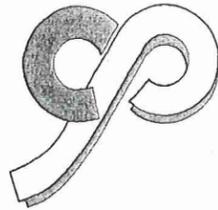
Change District from:

 C4 to C4(w)

Affected Districts:

C4 - Commerical (Major Arterial) District

Proposed Amendment
Map: 15-2010
Bylaw: 3357/R-2010
Date: June 21, 2010



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PLANNING
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ORIGINAL

Suite 404, 4808 Ross Street
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FAX: (403) 346-1570
E-mail: pcps@pcps.ab.ca

Date April 26th, 2010

To: Elaine Vincent, Legislative Services Manager

From: Brandon Silver, Parkland Community Planning Services
Frank Colosimo, Engineering Services Manager

Re: Land Use Bylaw Amendment 3357/J 2010
Dynamic signage in C4 district and a Vision for Gaetz Avenue

A. Purpose

The purpose of this report is to respond to the motion brought forward during the council meeting of date January 25, 2010:

"Resolved that Council of the City of Red Deer having considered the report from the Legislative & Administrative Services Manager dated January 18, 2010 and the Parkland Community Planning Services dated December 7, 2009 re: Land Use Bylaw Amendment No. 3357/F-2009 (Dynamic Signage), hereby supports the location of dynamic signs in C2A only with a provision for an examination in C4 areas within the next three months as the vision for Gaetz Avenue is articulated."

As the end of April marks three months, this report will provide a status update on both elements; dynamic signage and a vision for Gaetz Avenue, and will also provide and outline the next steps proposed.

B. Dynamic Signs

As requested, the examination of Dynamic Signs in C4 Commercial (Major Arterial) areas has been accomplished via the following four tools developed over the past three months. Each tool is intended to help represent or determine the impact of allowing dynamic signs in the C4 Commercial (Major Arterial) District, using the same regulations in place for dynamic signs in the C2A Commercial (Regional Shopping Centre) District:

1. PCPS has prepared a map to show where the signs could be located along Gaetz Avenue, assuming every eligible property chose to construct one.

The approximate maximum number of dynamic signs and their approximate potential locations has been determined through analysis of the existing dynamic sign regulations if extended to the C4 district. The approximate locations are illustrated on attached maps 1 and 2. Based on the general setbacks/radius separation of 50m from each dynamic sign, 30m setback/radius separation from a residential property and by using the existing signs as a starting point, there could be an approximate maximum of 42 additional dynamic signs added to Gaetz Avenue under the proposed amendment.

2. A video based on the maps produced through the hypothetical application of the C2A district dynamic sign policy to the C4 district areas on Gaetz Avenue has been produced. This video represents the impact that the potential maximum dynamic sign density would have on Gaetz Avenue, following the proposed land use bylaw amendment. This video will be presented to Council at the time of consideration of this report.

Suggested key notes to keep in mind while considering the tools provided:

- Note that many of the signs will be on existing freestanding signs because up to 25% of the sign may be used as a dynamic sign, therefore not necessarily all dynamic signs will be on newly constructed signs.
- This will *not add any new* dynamic signs in the downtown or entry way areas, as these areas have different design criteria or zoning requirements.
- Other cities have applied comprehensive design criteria to their corridors dealing with landscaping, signs, and other matters comprehensively.
- Existing dynamic signs will be allowed either as non-conforming or where they conform as permitted signs (these are over and above the 42 new sites).
- Policy for the C2A district is that these are a permitted use, in the draft LUB amendment, also permitted in the C4 district.
- The signs will be visible to users of Gaetz Avenue.
- The C4 district is not limited to Gaetz Avenue. It exists in and could be extended to other parts of the city (e.g. Queens Business Park). These areas would also be affected by the proposed amendment if added to C4.
- There will be a minimum of 30m setback from residential properties, but in some cases dynamic signs may still be visible from residential structures where there are taller buildings or where there is less screening.

Should Council wish to proceed, a land use bylaw amendment has been prepared for consideration. The land use bylaw amendment as drafted would allow dynamic signs as a permitted use in the C4 district with the same regulations as recently applied to the C2A district including:

- 50m radius setback from each property containing a dynamic sign,
- 30m residential setback from a residential property,
- 3 second minimum display period,
- 25% maximum of sign face,

- o No more than 1 dynamic sign per building or site.

The land use bylaw amendment has been provided with this report.

It should be noted that while reviewing this matter it became evident that any decisions made regarding dynamic signage on Gaetz Avenue will influence the future vision of Gaetz Avenue and the *Gaetz Avenue Redevelopment Study*. Likewise, any policy proposed for Gaetz Avenue regarding dynamic signs may benefit from a clearer vision of what Gaetz Avenue will be in the future. Council may wish to consider dynamic signs in the C4 district independently. But, for consistency with the Gaetz Avenue vision, Council may wish to consider both matters concurrently or deal with the Gaetz Avenue Study first, deferring the consideration of dynamic signage until after the Gaetz Avenue vision work is complete.

C. Gaetz Avenue Vision

To date, the vision for Gaetz Avenue is based on the Gaetz Avenue Redevelopment Study evolved from the 2003 Council Decision directing administration to proceed with a Gaetz Avenue Development Setback Study. The need arose due to the sale of surplus road right-of-way (Gaetz Avenue service roads) to the adjacent businesses and lack of appropriate development setbacks of building and signs for these enlarged parcels.

The planning rationale of this objective was to retain the existing appearance (aesthetics) and street views and ensure no business would become obscured from the public view by virtue of the new construction. It was recognized that other components needed to be addressed, such as road and pedestrian right-of-ways, access management and landscaping.

The Redevelopment Study was completed in 2005 and presented to Council. It was not adopted as a planning study due to opposition from the Gaetz Avenue business community. Council did direct administration to proceed with the North Gaetz Construction project as per the outlined design elements of the Redevelopment Study. Since then other construction projects have incorporated into the Redevelopment Study design elements as a basis: Gaetz Avenue/32 Street Improvement project and Gaetz Avenue/19 Street Improvement project.

As part of the 2006 capital budget, \$150,000 was approved by Council to proceed with the completion of the Redevelopment Study. The approved budget was to undertake further consultation with the business community to address their concerns, mainly access to the service roads. This activity has not commenced and the budget is still available.

Since the completion of some of the Gaetz Avenue capital projects, Engineering Services has received feedback from Senior Management and Council that indicates that even though the as-constructed Gaetz Avenue improvement projects follow the Redevelopment Study design elements, the overall vision for Gaetz Avenue is lacking.

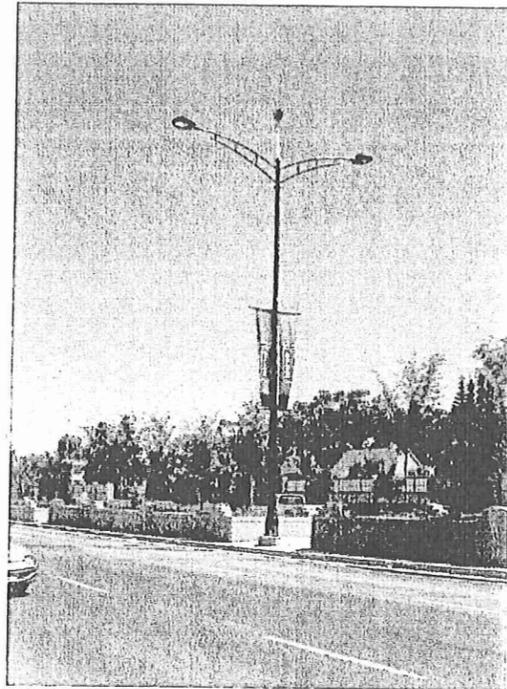
Review of the visioning is planned to be incorporated into the next phase of the Redevelopment Study. This is tentatively planned to occur after the Integrated Transportation Movement Study is substantially complete.

In accordance with the January 25 resolution, a collection of visuals representing a potential vision for Gaetz Avenue has been accumulated. These visuals show examples of improvements made to streets in similar context to Gaetz Avenue. Figure 1 and Figure 2 are samples from this inventory.

Figure -1- 16th Avenue Calgary



Figure -2- 16th Avenue Calgary



D. Options

Based on the information provided in this report and corresponding presentations, the following options have been developed for Council's consideration.

Dynamic Signs

Option 1

Approve the proposed land use bylaw amendment pertaining to Dynamic Signs in the C4 Commercial (Major Arterial) district, based on the information provided in this report and corresponding presentations. The proposed amendment would extend the same policy/regulations for dynamic signs to the C4 (Major Arterial) district that has been previously adopted in the C2A Commercial (Regional Shopping Centre) district.

Option 2

Defer decision on LUB amendment pertaining to dynamic signs in the C4 District until the Gaetz Avenue Redevelopment Study has been completed, addressing the original Council Decision of 2003 and senior management concerns regarding the Gaetz Avenue vision.

Option 3

Deny the LUB Amendment pertaining to dynamic signs in the C4 District based on the available information.

Gaetz Avenue Vision

Option 1

Proceed with current plan of completing the Redevelopment Study, which includes the Gaetz Avenue visioning after the Integrated Transportation Movement Study.

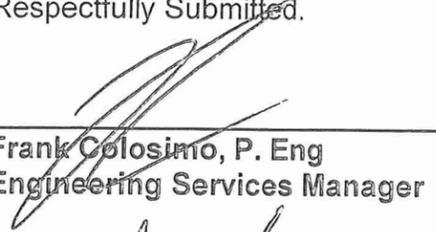
Option 2

Undertake the completion of the Redevelopment Study into two phases. The first phase will explore the architectural cross sectional elements of Gaetz Avenue (banners, trails, median treatments, landscaping, etc.) Phase two would identify the programming of the corridor (lane requirements, trail widths, access management, alternative transportation forms, building and signage setbacks, etc.). Phase two will also seek Council approval of the document as a planning tool.

Recommendations

It is respectfully recommended that Council consider all three options pertaining to the matter of dynamic signs in the C4 Commercial (Major Arterial) District and two options related to the Gaetz Avenue Redevelopment Study and direct administration to proceed with the preferred approach.

Respectfully Submitted.



Frank Colosimo, P. Eng
Engineering Services Manager



Brandon Silver, BCD
Planner/Urban Designer



Nancy Hackett, ACP, MCIP
City Planning Manager


c. Paul Meyette, Planning Services Division
Paul Goranson, Development Services Division

BYLAW NO. 3357/J-2010

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

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

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

1 Section 3.4 (14) (h) is deleted in its entirety and replaced with the following:

"Dynamic signs in C2A Commercial (Regional Shopping Centre) and C4 Commercial (Major Arterial) and PS (Public Services over 17.0 Hectares), I1 Industrial (Business Service) and I2 Industrial (Heavy Industrial) Districts must meet the following requirements."

READ A FIRST TIME IN OPEN COUNCIL this day of 2010.

READ A SECOND TIME IN OPEN COUNCIL this day of 2010.

READ A THIRD TIME IN OPEN COUNCIL this day of 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2010.

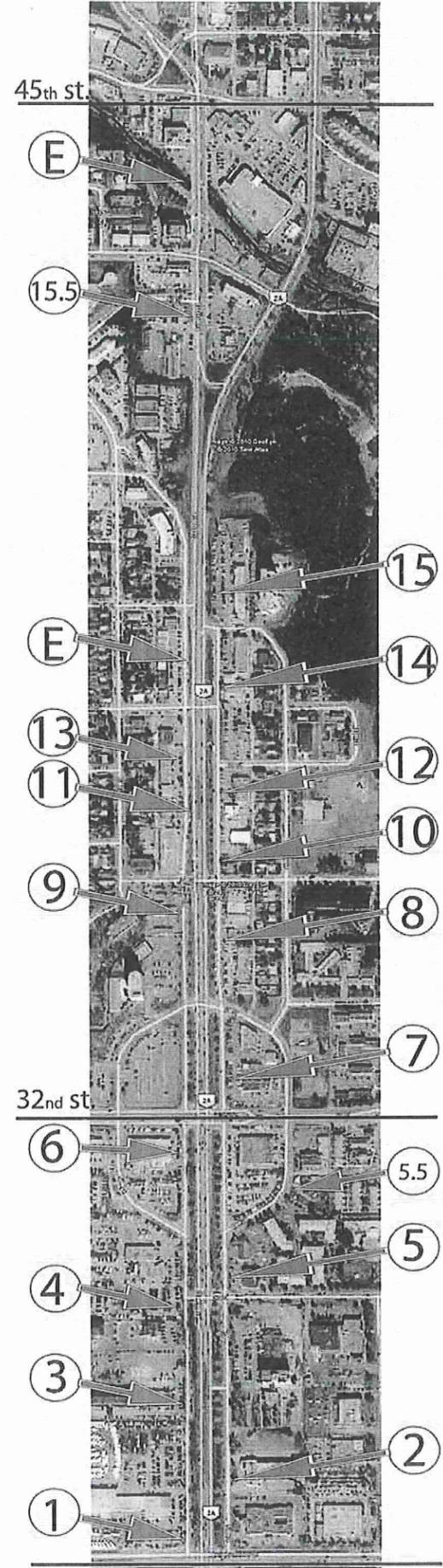
MAYOR

CITY CLERK

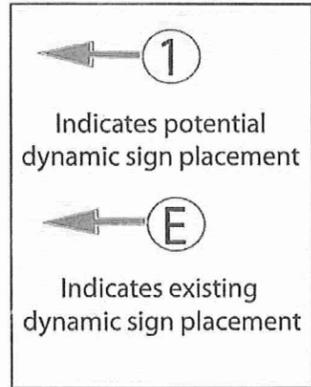
MAP 1: SOUTH GAETZ



- ① Indicates potential dynamic sign placement
- Ⓔ Indicates existing dynamic sign placement

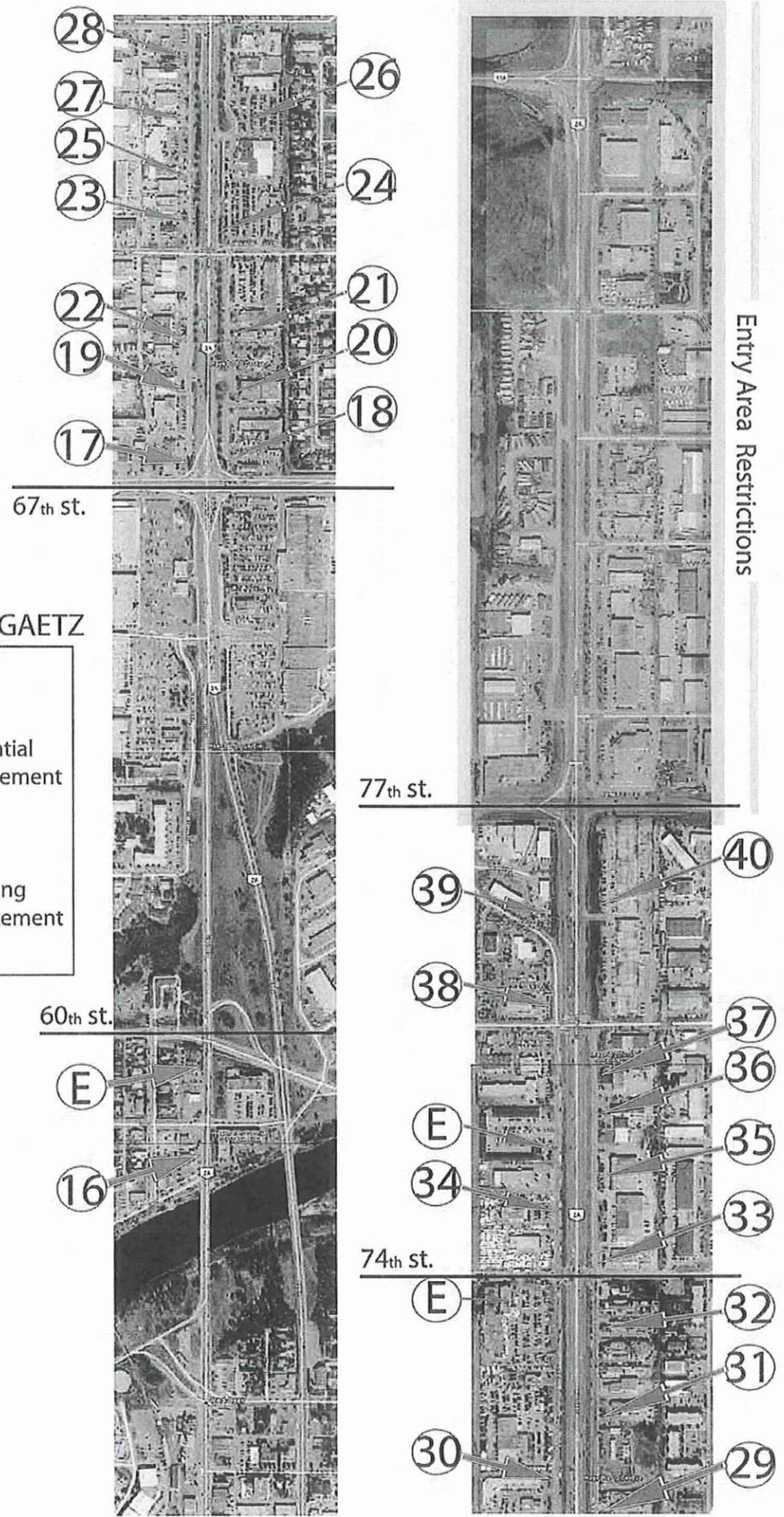


MAP 2: NORTH GAETZ



Legend for dynamic sign placement:

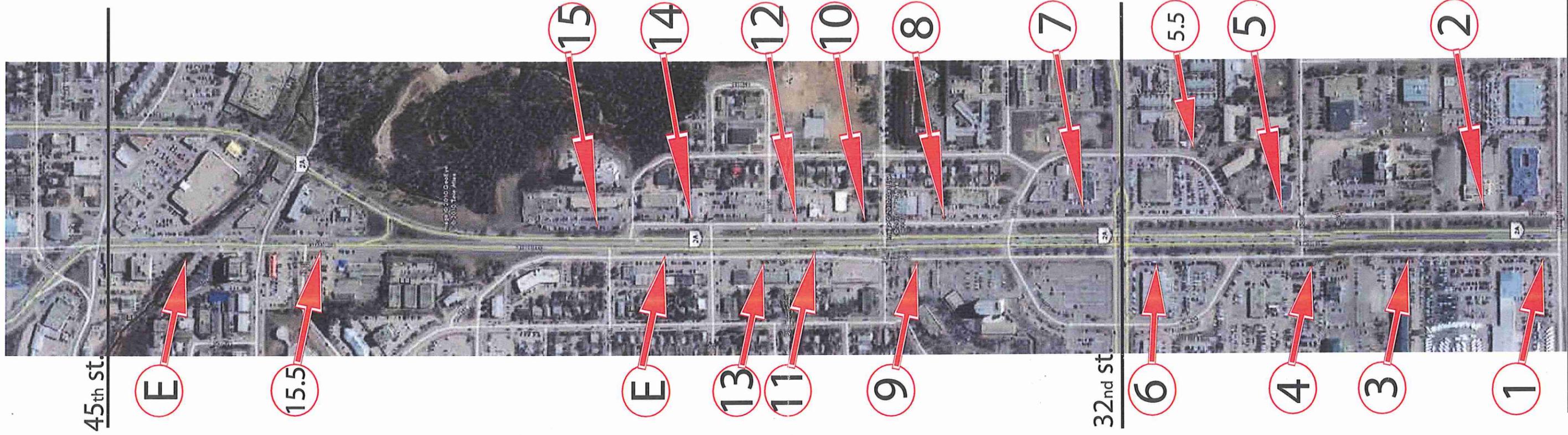
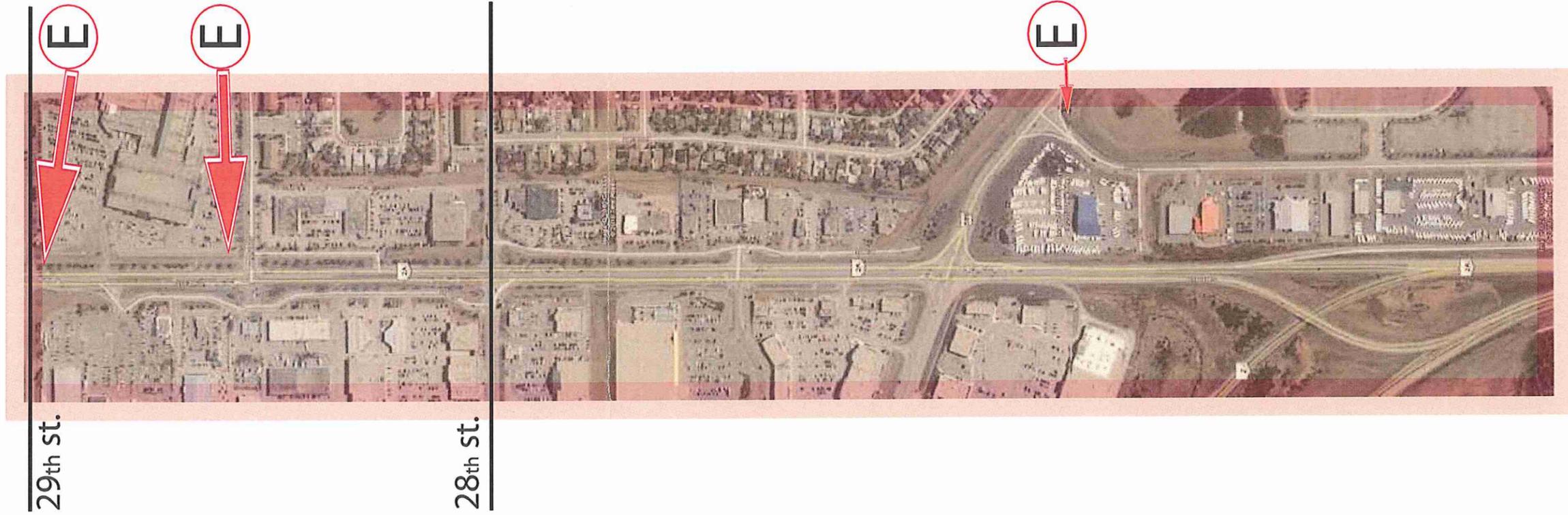
- ① (with arrow pointing left): Indicates potential dynamic sign placement
- ⓔ (with arrow pointing left): Indicates existing dynamic sign placement



MAP 1: SOUTH GAETZ

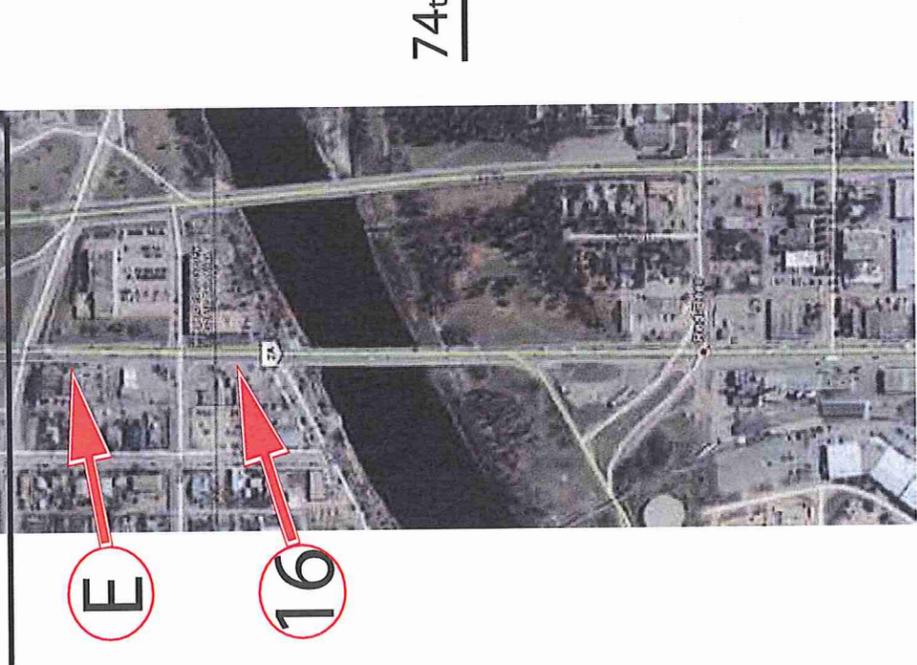
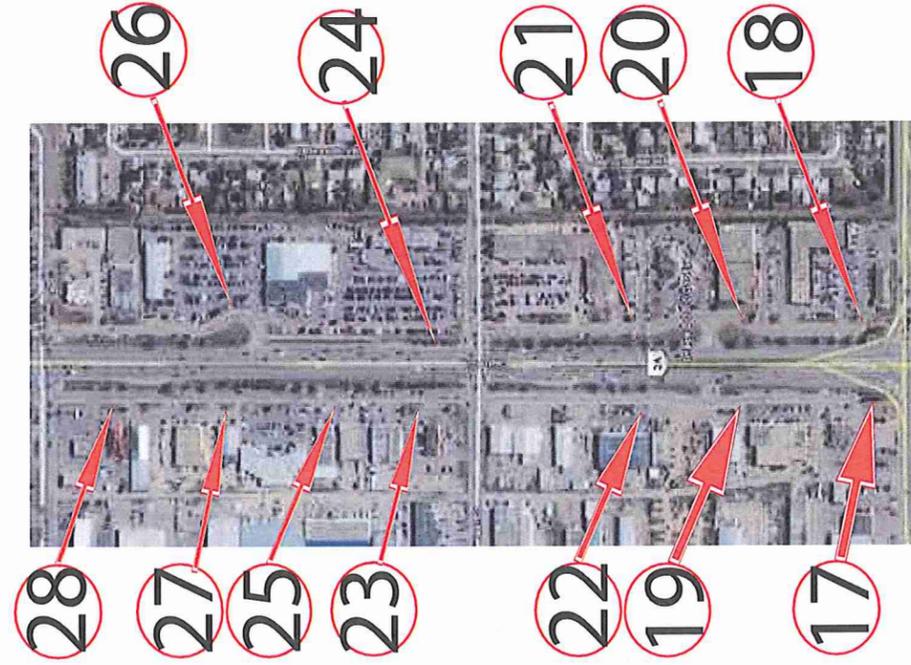


	Indicates potential dynamic sign placement
	Indicates existing dynamic sign placement



Entry Area Restrictions

Entry Area Restrictions



MAP 2: NORTH GAETZ



Indicates potential dynamic sign placement



Indicates existing dynamic sign placement

BYLAW 3357/ Y-2010

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

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

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

1. Add the following text to Part 8 Direct Control Districts and Exceptions Respecting Land Use after section 8.22(1)(w):

“(x) On the site listed below, the relocation of a Dynamic Sign, lawfully in existence on September 30, 2010 to another location on the same site, is a discretionary use provided that the dynamic portion of the sign is not altered and provided that the sign complies with the applicable provisions of sections 3.3 and 3.4.

(i) LOT 1-3 Block 5, Plan H (4802 51 Avenue)

2. The “Land Use District Map”, L15 contained in “Schedule A” of the Land Use Bylaw is hereby amended as shown on Land Use Map 21-2010.

READ A FIRST TIME IN OPEN COUNCIL this day of 2010.

READ A SECOND TIME IN OPEN COUNCIL this day of 2010.

READ A THIRD TIME IN OPEN COUNCIL this day of 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2010.

MAYOR

CITY CLERK



■ Addition of exception (x)

Proposed Amendment
Map: 21-2010
Bylaw: 3357/ Y-2010
Date: Nov 10, 2010

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

INFORMATION
NOT SUBMITTED TO COUNCIL



Council Decision – October 4, 2010

DATE: October 5, 2010
TO: Brandon Silver, Parkland Community Planning Services
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/Y-2010
Non Conforming Dynamic Signage

Reference Report:

Parkland Community Planning Services, dated September 27, 2010

Resolution:

"**Resolved** that Council of the City of Red Deer having considered the report from the Legislative & Governance Services Manager dated September 27, 2010 and Parkland Community Planning Services dated September 27, 2010 hereby agrees to table until the November 15, 2010 meeting to ensure all dynamic signs are included in the bylaw amendment."

Report Back to Council: Yes

Comments/Further Action:

A report ensuring all dynamic signs are included in the bylaw amendment is to be brought back to Council by November 15, 2010.

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

Elaine Vincent
Legislative & Governance Services Manager

c Director of Planning Services
Tony Lindhout, Assistant City Planning
Manager
Corporate Meeting Coordinator



DATE: November 5, 2010

TO: Craig Curtis, City Manager

FROM: Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT: Land Use Bylaw Amendment – Secondary Suites
Table item to the December 13, 2010 Council Meeting**

History

At the August 23, 2010 Meeting of Council the following resolution was passed:

“Resolved that Council of the City of Red Deer having considered the report from the Inspections & Licensing Co-Manager, dated August 13, 2010 re: Land Use Bylaw Amendment – Secondary Suites hereby:

1. Directs Parkland Community Planning Services and Inspections and Licensing to work together to review the recommendations from the Secondary Suite Regulation Ad Hoc Review Committee and Municipal Planning Commission, submitted to the August 23, 2010 Council Agenda, and make necessary amendments to the Land Use Bylaw as it relates to secondary suite regulations such as, but not limited to, definitions, maximum percentage allowed within a neighbourhood, density, parking regulations and purpose statement.
2. Directs all recommended changes be reviewed by the Secondary Suite Regulation Ad Hoc Committee and the Municipal Planning Commission as well as the public prior to the amendments going back to Council on or before November 29, 2010.”

Discussion

Because further consultation is needed with the Municipal Planning Commission and the Secondary Suites Ad Hoc Committee it is recommended that this item be tabled to the December 13, 2010 meeting. Background information will be provided at that meeting.

Recommendation

That Council considers passing the following resolutions:

- 1) Lift from the table the report from Inspections & Licensing of August 23, 2010
- 2) Table the above report to the December 13, 2010 Meeting of Council.

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

Elaine Vincent
Manager

Comments:

I support the recommendation of Administration to table this report until the December 13, 2010 Meeting of Council.

“Craig Curtis”
City Manager

FILE COPY

DATE: November 16, 2010

TO: Joyce Boon, Inspections & Licensing Co-Manager
Russ Pye, Inspections & Licensing Co-Manager

FROM: Elaine Vincent, Legislative & Governance Services Manager

SUBJECT: Land Use Bylaw Amendment – Secondary Suites

Reference Report:

Legislative & Governance Services Manager dated November 5, 2010

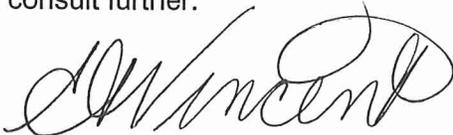
Resolution:

“**Resolved** that Council of the City of Red Deer agrees to table consideration of the Land Use Bylaw Amendment – Secondary Suites to the December 13, 2010 Council Meeting to provide Administration with the opportunity to meet with members of the Secondary Suite Ad Hoc Committee and Members of the Municipal Planning Commission before bringing forth a recommendation.”

Report Back to Council: Yes

Comments/Further Action:

This item was tabled and will be brought back to Council at the December 13, 2010 meeting to allow the Municipal Planning Commission Committee and the Secondary Suite Regulation Ad Hoc Committee time to consult further.



Elaine Vincent
Legislative & Governance Services Manager

- c. Director of Planning Services
Angus Schaffenburg, Acting Manager of
Planning
Corporate Meeting Coordinator
Committees Coordinator



Legislative & Governance Services

DATE: November 2, 2010
TO: City Manager
FROM: Legislative & Governance Services Manager
SUBJECT: 2010 Returning Officer Post Election Activities

Background

Following each municipal election the Legislative & Governance Services Manager as the Returning Officer evaluates all election activities and processes. This evaluation is currently underway and a report will be provided to Council by the end of 2010 outlining:

- Analysis of Candidates Elected in Relation to Name Location on Ballot
- Red Deer Public Library Website reporting
- City of Red Deer Web Traffic analysis
- Ballot Counting Technology
- Student Involvement in the Election
- Representation of Council in City by area
- Election Candidate Survey results
- Election Worker Survey results
- Election Awareness Survey results
- Election Signs Survey results
- Sign Regulations review and recommendations

Further reports will be presented to Council in 2011 and 2012 respectively with regards to:

- Candidate Campaign Contributions & Expense Disclosure reporting
- Wards: Review & Analysis

Recommendation

This is provided for Council's information.

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

Elaine Vincent, Manager
Legislative & Governance Services

Comments:

I support the recommendation of Administration.

“Craig Curtis”
City Manager

Legislative & Governance Services

DATE: November 2, 2010
TO: City Manager
FROM: Legislative & Governance Services Manager
SUBJECT: 2010 Returning Officer Post Election Activities

Background

Following each municipal election the Legislative & Governance Services Manager as the Returning Officer evaluates all election activities and processes. This evaluation is currently underway and a report will be provided to Council by the end of 2010 outlining:

- Analysis of Candidates Elected in Relation to Name Location on Ballot
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- City of Red Deer Web Traffic analysis
- Ballot Counting Technology
- Student Involvement in the Election
- Representation of Council in City by area
- Election Candidate Survey results
- Election Worker Survey results
- Election Awareness Survey results
- Election Signs Survey results
- Sign Regulations review and recommendations

Further reports will be presented to Council in 2011 and 2012 respectively with regards to:

- Candidate Campaign Contributions & Expense Disclosure reporting
- Wards: Review & Analysis

Recommendation

This is provided for Council's information.



Elaine Vincent, Manager
Legislative & Governance Services

**Legislative & Governance Services**

DATE: November 3, 2010

TO: Craig Curtis, City Manager

FROM: Linda Healing, Supervisor Community Development
Franklin Kutuadu, Researcher

SUBJECT: Appropriate Seniors' Housing

History

A provincial consultation in 2006 prompted community involvement to further explore seniors' issues. Social Planning facilitated a session in August 2007 with local seniors and service providers resulting in 9 areas of concern; the top two concerns were transportation and housing.

Since Red Deer's senior population is expected to grow from the current 9.8% of the population¹ to 14.5% by 2026², the seniors' housing report will provide timely information for meeting the expected increase in needs and services for housing and housing related supports for seniors.

Discussion

Council for The City of Red Deer is asked to review the findings and recommendations of the Appropriate Seniors' Housing Executive Report in order to use the information internally for decision making that impacts seniors; and externally, to advocate regarding seniors' housing needs in the future.

Recommendation

That Council accepts the Appropriate Seniors' Housing Executive Report for information to be used for advocacy and influencing the decision making regarding seniors' housing in Red Deer in the future.



Linda Healing
Supervisor Community Development



Franklin Kutuadu
Social Planning Researcher



Scott Cameron
Social Planning Manager

¹ Statistics Canada. (2007). Portrait of the Canadian Population in 2006, by age and sex. 2006 Census catalogue no 97-551-XIE, Ottawa: Statistics Canada

² Government of Alberta (2009). Alberta and Census Division Population Projections, 2009 Update, Edmonton: available at <http://www.finance.alberta.ca/publications/statistics/automailouts/AlbertaPopulationProjectionsUpdate.aspx>



Appropriate Seniors' Housing in Red Deer

Final Research Report



Human Resources and Skills Development Canada



Alberta Health Services

This report was prepared by Franklin Kutuadu, Community Researcher, and Linda Healing, Community Development Supervisor with the Social Planning department of The City of Red Deer.

The suggested citation for this report is as follows:

The City of Red Deer. (2010). Seniors Appropriate Housing in Red Deer. Research Report, Red Deer: City of Red Deer Publications.

For further information please contact:

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The City of Red Deer

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403.342.8100

www.reddeer.ca

ACKNOWLEDGEMENTS

This project would not have been possible without the invaluable input from senior citizens in Red Deer who took the time to complete and return household surveys, as well as the seniors and their caregivers who participated in focus groups. Thank you!

We also want to thank the staff and boards of the Red Deer Downtown House, the Golden Circle Senior Resource Centre, Central Alberta Council on Aging and Family Services of Central Alberta. To protect the privacy of seniors, these organizations mailed out the household surveys to their membership.

Thank you is also due to the following “key informants”:

Roy Koshy, Alberta Health Services
Laurie Whittaker, Family Services of Central Alberta
Sharon Fix, Victoria Park
Shaun Lardner, Living Independently for Equality
Denise Cooper, Piper Creek Lodge
Johanna and Alex Wiersma

Thank you for making the time to discuss the way you support seniors' housing in Red Deer. Your dedication and pride in what you do was evident in the way you described your programs, the challenges you face and the rewards inherent in your service.

Thank you, as well, to our Seniors' Housing Advisory Committee:

Jacqueline Auger and George Ayers, Golden Circle Senior Resource Centre
Geoff Olson, Piper Creek Foundation
Sam Denhaan, Citizen
Don Hepburn, Citizen
Shirley Thomas, Citizen
Kerry Bales and Roy Koshy, Alberta Health Services
Shauna Prouten and Terry Zibin, Alberta Health Services - Addiction and Mental Health
Donna Schumacher, Redwoods Retirement Home
Lori Mitchell, Red Deer Primary Care Network
Stacey Carmichael, Red Deer Housing Committee

These dedicated community members have spent many hours since our first meeting in March 2008, to provide advice on the research project.

Finally, thank you to our two “expert” observers in the field: Dawn Parent and Margaret Day.

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EXECUTIVE SUMMARY

In August 2007 over 80 seniors, volunteers and professionals who serve them attended a seniors' forum at the Golden Circle Seniors Resource Centre. They ranked housing as one of the most pressing issues for seniors in Red Deer. Like every citizen, seniors deserve appropriate housing and an optimal quality of life regardless of their level of need or available resources. In the city of Red Deer, we recognize seniors over the age of 65 as a growing demographic group: currently at 9.8% or about 8,130 members in 2006, we expect the proportion to grow to 14.9% by the year 2026. This growth will impact the lives of seniors and the community in which they live. Strategic planning needs to be based on data that is as thorough and as accurate as possible to support an ongoing quality of life for our sometimes most vulnerable: senior citizens.

Seniors are living longer and often with more complex needs. As a result, there is a greater diversity of needs and a changing standard of housing and care needed. Society has different norms or lifestyles now: families live farther apart, grandparents no longer live with family, and seniors do not want to be a burden to family. This is occurring at a time when the systems that support senior housing and care needs are in flux. In conducting this study, we became aware of changing terminology, changing roles, changing housing options and changes in funder mandates and responsibilities. All this leads to a more complex system for seniors and their families to navigate, and more complexities in how providers give adequate, effective care.

This report is based on a mixed method research design using both qualitative and quantitative methods: a written survey, focus groups, direct interviews, key informant interviews, a literature review and an observation tour of a variety of housing types. In all 410 seniors living within the geographical boundaries of the City of Red Deer and seven key informants who work with seniors in Red Deer provided their reflection on the current housing situation and their recommendations for future development. The research was approved by an independent ethical review board and guided by a community-based advisory committee. Actual research was conducted from the fall of 2009 to the spring of 2010.

According to senior participants housing must:

- be physically well designed
- be suitable
- be affordable
- have health and social support services as required to facilitate the maintenance of daily living, and
- have access to community services (medical, recreation, banking and shopping) to enhance wellbeing.

Further when a facility becomes available that is appropriate for a seniors' needs, seniors want to age in place with multiple levels of affordable care provided that are unique to their needs, and is provided by friendly caring and trained staff. In addition seniors expressed a desire for accommodation for senior couples, accessible transportation, adequate storage, a well maintained building that has barrier-free design, good food with a variety of healthy meals, privacy and the opportunity for regular communal activities.

Although seniors in the study presented as generally content with their current housing situation, most expressed nervousness around their future needs. Seniors living independently expressed a desire to remain in their homes as long as possible, with access to needed home supports in a timely manner. Of concern is the forty eight percent of seniors renting that spend more than 30% of their household income on housing. An even greater proportion of seniors living in collective dwellings were concerned with their cost of housing and support services. Individual providers and support staff were acknowledged for their caring and friendly manner. Some seniors in some collective dwellings expressed concern over who was making decisions for them. Some wanted better staff report back so they knew how their suggestions were being used. Among all participants, there appeared to be little awareness of the broad government programs and supports available to seniors.

Issues identified by seniors living independently included housing maintenance, a sense of isolation for some, and a lack of information on what housing options and supports exist. Over 1/3 of seniors living independently stated they needed help with maintaining their homes. Some seniors expressed concern over not being able to access community supports. Sixty percent of independent seniors thought their current housing would be inappropriate within 5 years, 58% were not making plans to accommodate a move, and 78.1% of them were not aware of housing programs in the community. Understandably this may be due to not wanting to leave their homes. It becomes problematic when a quick move is needed and there are waiting lists in the next stage of housing.

Seniors living in facilities expressed concern over the cost of housing, inappropriate housing (e.g. not of senior-friendly design, poor access to community supports, no accommodation for couples, too far from their spouse or family), the high cost of housing leaving little income for non-housing expenditures, unpredictable waiting lists when a higher level of care is needed, and the necessity of moves. About half of the senior participants were leery of private business assuming a management role of new senior facilities.

Key recommendation areas included a need for more coordination between providers of home care and home supports, more senior-friendly design in facilities and better communication of housing and care options. All study participants acknowledged the need for more senior supportive and assisted living spaces within Red Deer and some mentioned the need for more mental health service provision. Advocacy is recommended regarding the cost of housing and

supports. Budget planning is recommended for those seniors concerned they may outlive their savings and pensions. Seniors clearly want a voice in future planning and in decisions that impact them.

A strong theme throughout the study was that seniors were overwhelmingly grateful to be asked for their opinion. It is the authors' intention to continue to involve Red Deer seniors as we present the results of the study and support the implementation of the recommendations.

THE EVOLVING DEMOGRAPHIC

Over the past two decades, many western countries have been preoccupied with the aging demographic shift in their populations. Aging has been identified as one of the most striking mega-trends changing our society today (Bjerre et al, 2008). This demographic shift is the result of two main factors: a decrease in fertility and an increase in life expectancy due to declining mortality (Statistics, 2007). Statistics Canada noted that the fertility rate in Canada, which has averaged 1.6 children per woman over the last 30 years, is now below the replacement level (Statistics Canada, 2007). Secondly, the life expectancy of Canadians increased appreciably during the 20th century and now stands at 83 years for women and 78 years for men (World Health Organization, 2009).

The greying of the population means that those 65 years of age and older (seniors) will increase in absolute terms and in relative proportion to other segments of the population. For instance, in the 1920s and 1930s, seniors accounted for about 5% of Canada's total population, while in the 1950s and 1960s they accounted for nearly 8%. Between 1981 and 2005, the number of seniors in Canada increased from 2.4 to 4.2 million and their share of the total population increased from 9.6% to 13.1% (Turcotte and Shellenberg, 2007).

Statistics Canada's projections show that the number of seniors in Canada is expected to increase from 4.2 million to 9.8 million between 2005 and 2036, and seniors' share of the population is expected to almost double, increasing from 13.2% to 24.5% respectively (Statistics Canada, 2007). Over the next three decades, the trend will be hastened by the maturation of baby boomers (people born between 1946 and 1965) and this, combined with the other two factors (declining fertility and increasing life expectancy) will profoundly transform the demographic profile of Canada. In 1986, seniors constituted 10% of the total population of Canada. This figure increased by 3.7 percentage points to 13.7% in 2006. The proportion of Canadian seniors is expected to reach 22% by 2026.

While the proportion of people aged 65 and over continues to increase in every province and territory across Canada, there is a considerable variation in the share of seniors population as a percentage of total population across provinces. In 1986, seniors accounted for 8.1 % of Alberta's total population. It increased to 10.7% in 2006 and it is expected to increase to almost 18% by 2026. Red Deer as a city has also seen the aging demographic shift. In 1986, seniors constituted 7.4% of Red Deer's population. The proportion increased to 9.8% in 2006 (Statistics Canada, 2007). Red Deer's senior citizen population is expected to grow to approximately 12% of the population by 2016 and to 14.5% in 2026, based on current medium-term projections (Government of Alberta, 2009).

EXPLORING THE ISSUES

Appropriate housing is a critical component of the quality of life. For the elderly, housing choices are not just a matter of taste, comfort and affordability. Rather appropriate housing is a necessary component of health and vital life (Frolik, 2001). Appropriate housing substantially impacts on healthy and productive aging. Conversely, inappropriate housing for seniors can contribute to physical accidents and injury, lowered immune system, emotional isolation and depression, and indirectly to acute and chronic illness. Appropriate housing can have implications for seniors sense of individuality, autonomy and control to maintain their identity and integrity. The challenge is how to provide a full range of appropriate housing options for a diverse and growing population with differing individual needs, preferences, lifestyles, socioeconomic status and varying degrees of health and disability issues.

Unlike other sub-populations, seniors may experience changes in health and physical functioning that affect their housing needs and options. Seniors' housing is a complex issue as it combines traditional demands of shelter with varying degrees of non-housing personal and health support services. As a result there is concern that there may not be enough appropriate housing to meet seniors' needs. The anticipated rapid increase in the seniors' population means that ongoing efforts are needed to increase the supply of housing options that are most suited to the needs of this growing population, and especially those in the more elderly age groups. For this reason, the provision of congregate or collective housing for seniors becomes of increasing importance.

However, the focus should not be only on the provision of congregate housing options for seniors, but also on support services for seniors to stay in their own homes. A substantial number of seniors may be able to continue to live in their existing home, provided a suitable range of supportive services are available, and that these services are able to keep pace with the forecasted growth in the seniors population. Moreover the current Alberta government in principle supports the idea of "aging in place" for as many seniors as possible. Baxter and Ramlo (1999) noted that the overwhelming majority of seniors in Canada live in private housing and mainly in owner-occupied, single detached units. The situation in Red Deer is similar. According to the 2009 Red Deer Municipal Census, the vast majority of seniors aged 65 and over lives in private dwellings (93%) and the remaining 7% reside in collective dwellings. Out of the total number of seniors in collective dwellings about 5% are in supportive housing while the remaining 2% reside in long term care.

Another dimension of seniors' housing is the element relating to supports. There are several linkages between family support currently provided and the future housing preferences of seniors (Weeks, *et al*, 2005). Increasing caregiver burden, coupled with family and friends not living in communities where they are expected to provide seniors care, may affect the level of informal housing support received from them. Additionally, decreasing family ties may lead to a

greater focus on non-family sources of support. Thus, this has implications for developing programs and services to support seniors and their family members to accommodate aging in place. A comprehensive analysis of seniors' housing, including the element of care must be conducted to see how alternatives can be developed to fill in the gaps that will be left by unavailable traditional caregivers such as family and friends.

AN ARGUMENT FOR APPROPRIATE HOUSING

While there is considerable knowledge and awareness on seniors housing, research into seniors housing has been narrow with a focus on congregate housing and not the broad continuum of housing. Housing studies and strategies in Red Deer have tended to adopt more encompassing frameworks that include seniors without particular reference to their specific needs. For example *Affordable Housing Strategy for Red Deer* and *Every One's Home: Red Deer's Vision and Framework for Ending Homelessness* focus on the affordability without considering other elements of appropriate housing such as secured tenure and adequacy. The *Affordable Housing Strategy for Red Deer* notes:

An "affordable housing" strategy is not intended to address the housing needs of all households, particularly the community's most affluent citizens, or those whose income affords them a broad range of alternatives within the housing market. The basis of the Red Deer strategy will be an understanding of household incomes and housing costs in the community, with an emphasis on understanding the housing needs and options of households whose income is at or below the median level (*Red Deer's Affordable Housing Strategy*, 2006, p. 5)

This statement narrowly focuses on affordability and cost of housing. Therefore, appropriate housing becomes a function of income and not necessary need. Affordability only speaks to their income-to-shelter cost ratio. Even then, the income-to-shelter cost threshold for seniors at this stage may not be a reliable indicator. Chawla and Wannell (2004) observed that senior families generally live on fixed incomes with little prospect of their income rising to meet expense increases that exceed cost-of-living adjustments to their public pensions.

For many seniors, appropriate housing goes beyond housing cost and affordability. Non-shelter costs, such as housing-related supports, do impact the appropriateness of housing for seniors and invariably increases the cost of housing, so it too must be considered. In order to fully understand the housing situation of seniors, one needs to examine the contribution of all elements and key determinants vis-à-vis the housing options available to seniors based on their specific needs. Their needs are shaped by their health and disability status, demographic and social trends, social and community support services, the seniors housing market and existing policies and programs for seniors housing.

One would also have to address the relationship between housing needs and support services by explaining the patterns of service utilization. This is a key ingredient of appropriate seniors' housing that is not part of housing options for other age cohorts. Inherently, the choice of appropriate housing remains personal and distinctive to each senior based on what suits each individual. There cannot be a "one size fits all" approach. The most responsive way to understand the housing situation of seniors is from the perspectives of seniors themselves and the determinants that shape the availability of housing options and their access to the one that is appropriate to them.

RESEARCH APPROACH AND METHODOLOGY

An underlying rationale for the research was to adopt a participatory process that will offer the opportunity for seniors to provide input on housing and support services as it relates to their experiences in Red Deer. This report is based on a mixed-method research design using both qualitative and quantitative methods: a written survey, focus groups, direct interviews, key informant interviews, an observation tour of a variety of housing types and secondary research. In all 410 seniors living within the geographical boundaries of the City of Red Deer and seven key informants who work with seniors in Red Deer provided input on the current housing situation and their recommendations for future development. The use of multiple methods provided broader representation for seniors increasing the reliability and validity of the results obtained from the study. The research was approved by an independent ethical review board and guided by a community-based advisory committee. Actual research was conducted from the fall of 2009 to the spring of 2010. (A detailed methodology and copies of the research instruments are available in the "Appropriate Seniors' Housing Research Report")

Research Goal

The aim of this study is to examine the housing needs, options and determinants of appropriate housing from the perspective and preference of seniors based on their current housing situation.

Specific Objectives

Specifically the research seeks to:

- formulate a working definition of appropriate housing
- gain a better understanding of housing need and options for seniors from the common elements of their experience
- identify key determinants of appropriate housing based on seniors need and available housing options offered by the market
- recommend policy and a program framework that will ensure appropriate housing for seniors

Research Questions

1. Under what conditions would a senior describe a housing system as appropriate?
2. What types of housing alternatives or options are available to seniors in Red Deer?

3. What are the housing preferences of specific seniors and why?
4. What are the key determinants of these preferences based on the available options?
5. What have been the seniors' experiences with the current housing system? Would they want anything under the current system changed? If so, what, how and why

Conceptual Framework for Appropriate Seniors' Housing

The conceptual framework is concerned with the practical and contextual aspects of doing the research and aligning the core dimensions of the research to respective research methods. The conceptual framework for this study comes from the literature on seniors' housing. The framework focused on housing options based on living arrangements and formal support services provided (such as personal care, housework, shopping for necessities, transportation and nursing care).

There are a number of models and terms used to describe programs that combine both housing and support services for seniors. Figure 4 represents the model adopted by the Seniors' Appropriate Housing Committee (SAHC). The first box at the top of the model with the title Appropriate Seniors' Housing connotes the overarching concept of this study. The second row of two boxes presents the two major housing options available: private dwellings and collective dwellings. The housing tenure for each of these two can be owner-occupied or tenant-occupied dwellings. The third row of boxes presents the four main types of housing and support options identified by the committee. They are independent living without any formal support, independent living with formal support, supportive living and assisted living. The four housing types are defined below.

Independent living: resident lives in own dwelling whether rented or owned without any formal support, but including informal not-paid-for support from family, relatives or friends.

Independent living with homecare: resident lives in own dwelling whether rented or owned with some formal paid support such as health care or homemaker services received at home.

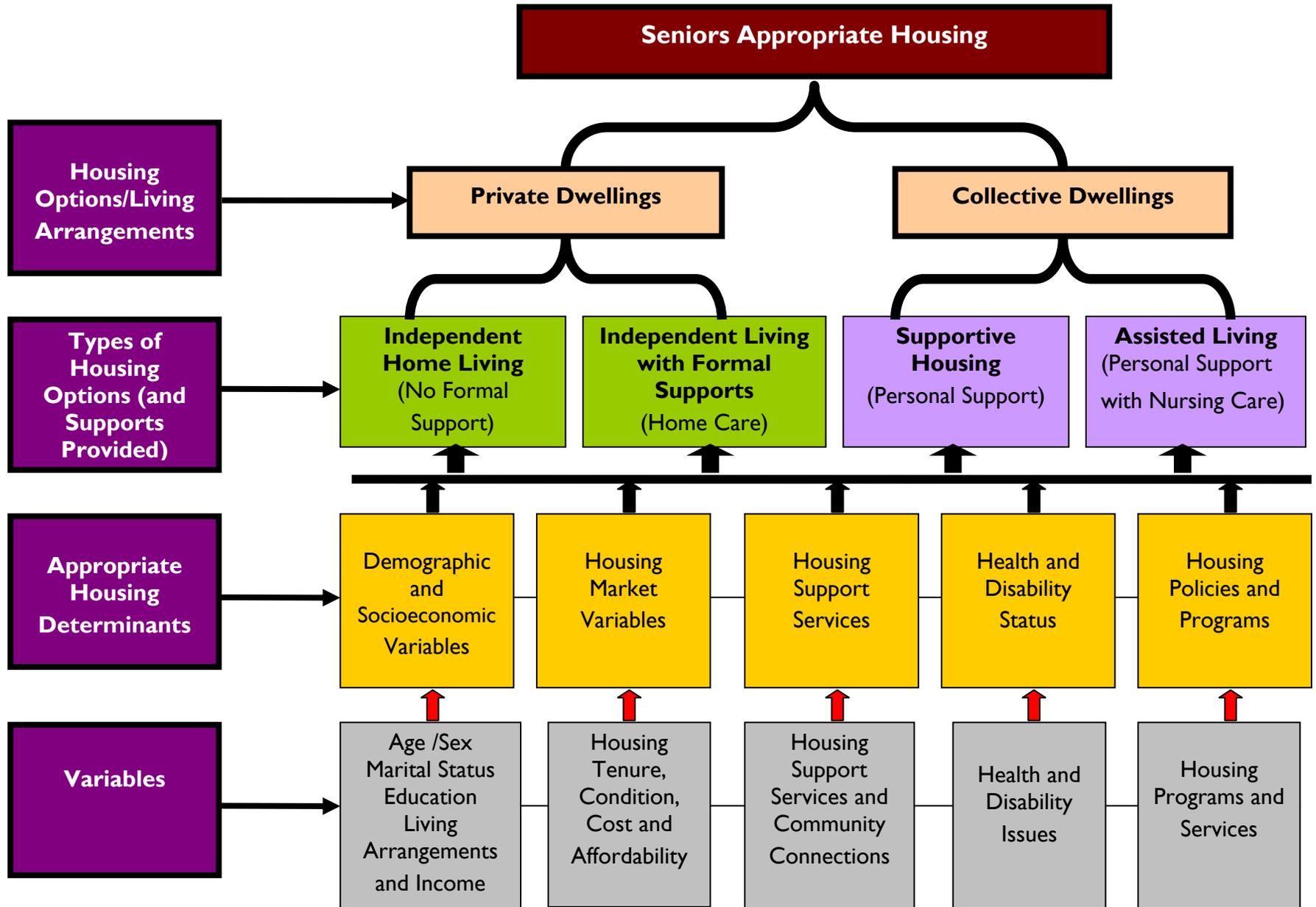
Supportive Housing: resident lives in a "collective dwelling" with supportive features and services such as monitoring and emergency response, meals, housekeeping, laundry and recreational activities.

Assisted Living: resident lives in a "collective dwelling" with supportive features and services such as monitoring and emergency response, meals, housekeeping, laundry and recreational

activities with personal care services also provided for frailer seniors with more significant support needs.

The fourth row of boxes covers the determinants of housing for seniors. The determinants are the critical factors that influence housing need and choices of housing options available to seniors; the interplay of demographic and socioeconomic factors, housing market variables, social and community supports, health and disability status of seniors as well as housing policies and programs that affect the choices available to seniors for appropriate housing. The last row of the framework presents the several variables that will be used assess each of the determinants identified.

Figure 1: The Conceptual Framework for Appropriate Seniors' Housing



RESEARCH FINDINGS

In order to preserve the overall meaning of the information collected the analysis did not distinctly separate the information obtained through each particular research method. We relied on the survey results when discussing the quantitative statistics. The analysis seeks to answer the research questions posed below:

Which demographic, social and economic variables are associated with appropriate housing?
Under what conditions will seniors describe their housing as appropriate?

What are the key determinants of appropriate housing for seniors both in terms of need and options?

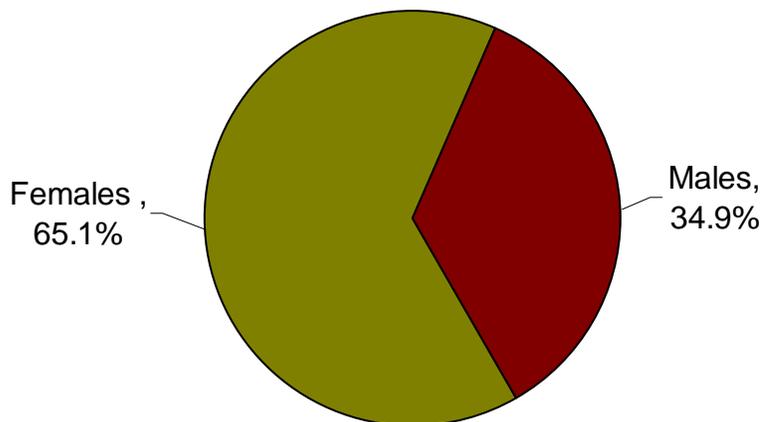
What programs and services are provided at various governmental levels to support seniors housing and housing related services?

What do seniors and key informants recommend for appropriate housing in Red Deer?

Demographic and Socioeconomic Characteristics of Respondents

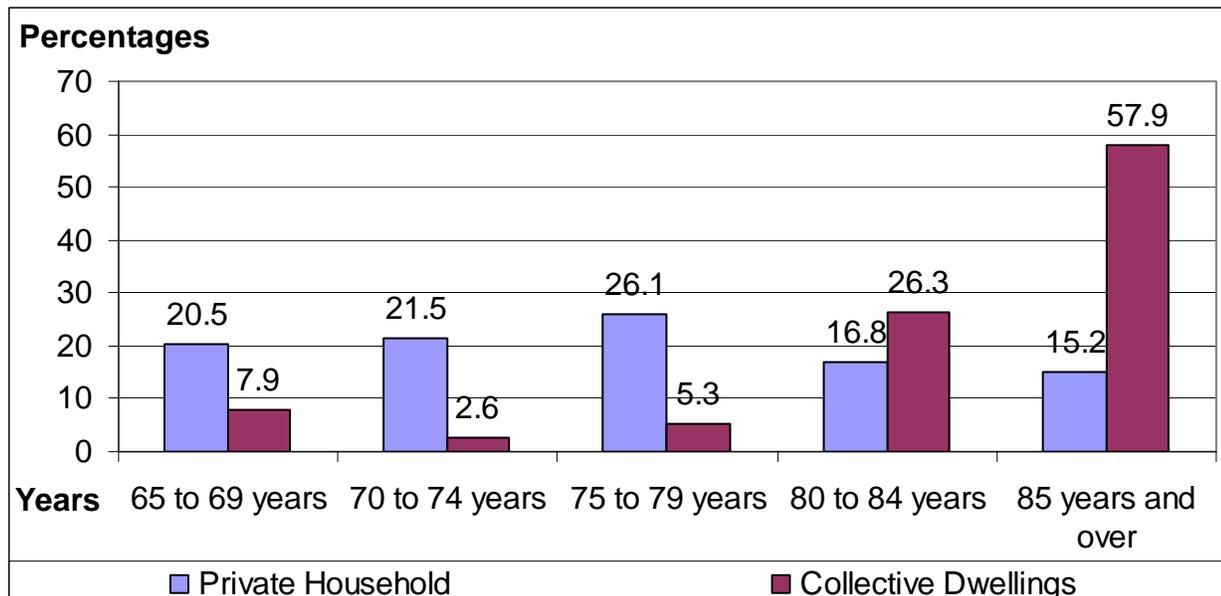
Age and Sex composition: The age and sex composition of respondents to both surveys revealed that female participants (65.1%) largely outnumbered males (34.9%).

Figure 2: Age and Sex composition of Respondents from Private Households



The most dominant age category reported for seniors responding to the private households survey was the 75-79 age cohort with 26.1% of respondents. The 70-74 aged cohort followed with 21.5 % of total respondents, and the 65-69 year group was next with 20.5% of the total respondents. In collective dwellings, the most predominant age group was the 85-plus group accounting for 57.9% of all respondents from the collective dwelling survey. This group is followed by the 80-84 year cohort at 26.3%. The other three age categories were below 10 percentage points. More elderly seniors are more likely to be in collective dwellings than in private households.

Figure 3: Age Distribution of Seniors in Private Households and Collective Dwellings



Marital Status and Living Arrangements

The survey results from private households shows that 44.6% of respondents were married or in common-law relationship, 24.1% were widowed, 23.4% were divorced, while the rest (7.9%) were either separated or never married. In the case of collective dwelling respondents, 76.3% were widows, 15.3% were married or in common-law relationships and the rest (8.4%) were divorced, separated, never married or single. The most significant finding was the proportion of widow respondents.

Females constitute the largest proportion of all senior widowed persons. Among seniors in private households 20.4% were widowed females compared to only 3.6% for widowed males. In the collective dwelling option, 60.5% of respondents who reported as widows were females compared to 15.8% for their male counterparts. In terms of living arrangements, 48.2% of survey respondents in private households reported living alone while 51.8% indicated living with others

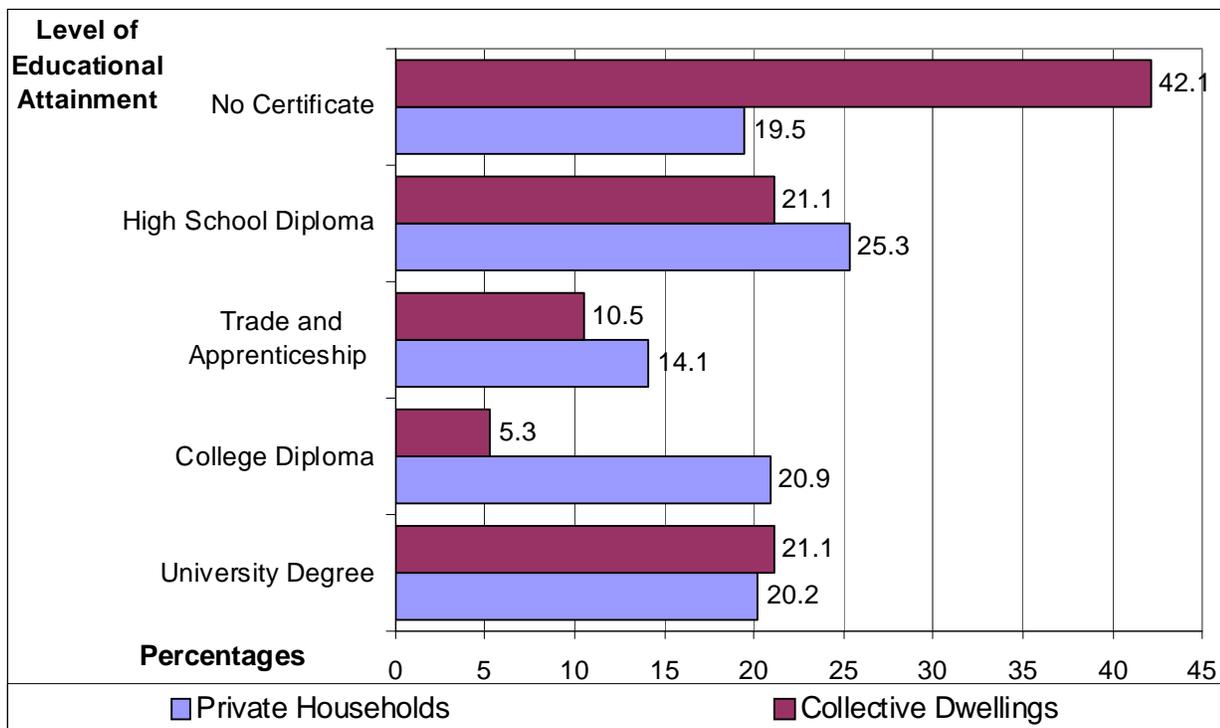
There was significant positive correlation between living arrangements based on the sex of participants: female seniors are more likely to live alone in comparison to their male counterparts. Also significant proportions of respondents are not living with a spouse or partner, other relatives or friends. For those in private household who indicated they were not living alone, the distribution of their living arrangements shows that 89.1% lived with their spouse while the rest (10.9%) lived with their children, or related or unrelated persons such as caregivers and friends. Seniors not living alone in collective dwelling housing, they also indicated living with their spouses or caregivers. The average household size reported from

private households was two persons per household while the supportive housing unit had a person per unit.

Educational Level and Engagement in Labour Force Activity

In all, 19.5% of private household survey participants had no educational certificate compared to 42.1% of those in collective dwellings. A larger percentage (25.3%) of seniors in private households has obtained a high school diploma compared to 21.1% of seniors in collective dwellings. The remaining respondents had obtained some postsecondary education. For trades and apprenticeship certificate 14.1% of seniors in private households had trade and apprenticeship certificates compared to 10.5% in collective dwellings. A greater variation exists between the proportion of seniors with college diplomas: 20.9% of seniors in private households had a college diploma compared to only 5.3% in collective dwellings. The proportion of seniors who had earned a university degree was 20.2% of private household seniors versus 21.1% of those seniors in a collective dwelling.

Figure 4 : Level of Educational Attainment of Seniors in Private Households and Collective Dwellings



The study indicates educational levels varied with age. Seniors at 75 years of age and above tended to have much lower educational levels than seniors aged 65-74. There was no significant variation in the educational levels between males and female seniors. Figure 4 illustrates the proportion of seniors and the reported educational levels attained.

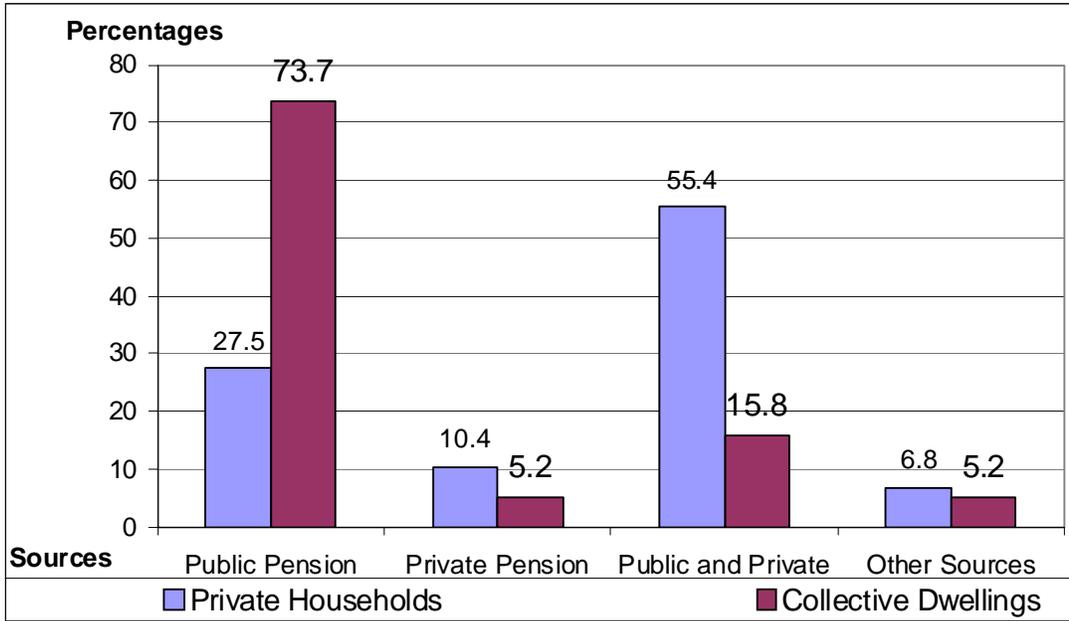
The labour force pattern indicates that 83.2% of seniors in private households reported that they have retired, 7.9% have retired but volunteered in community initiatives, while 2.6% are unemployed. Two percent, though retired, still work part-time, while 1.3% are still engaged in full-time work. For seniors in collective dwellings 92.1% are retired, 5.3% have retired but volunteered in community initiatives, while 2.6% are engaged in full-time work. An equal number of males and females in private housing are working full-time. For both surveys, more females indicated part-time and volunteer work than their male counterparts. There was little variation by age in labour force participation. Younger seniors (65-69) were the only group that reported working part-time and are more likely to indicate they were unemployed than the higher age categories. However, seniors did not indicate in this study whether or not appropriate housing was determinant of their participation in the labour market.

Primary Source of Income and Income Distribution

The most frequently reported (55.4%) primary source of income for seniors in private households is a combination of public pensions¹, private pensions, personal savings and investments. The next most frequently reported source of income for seniors in private households is public pensions alone (27.5%). The remaining 17.1% was split between private pension income (10.4%) and other income sources (6.8%) including earnings from part-time employment and other government transfers.

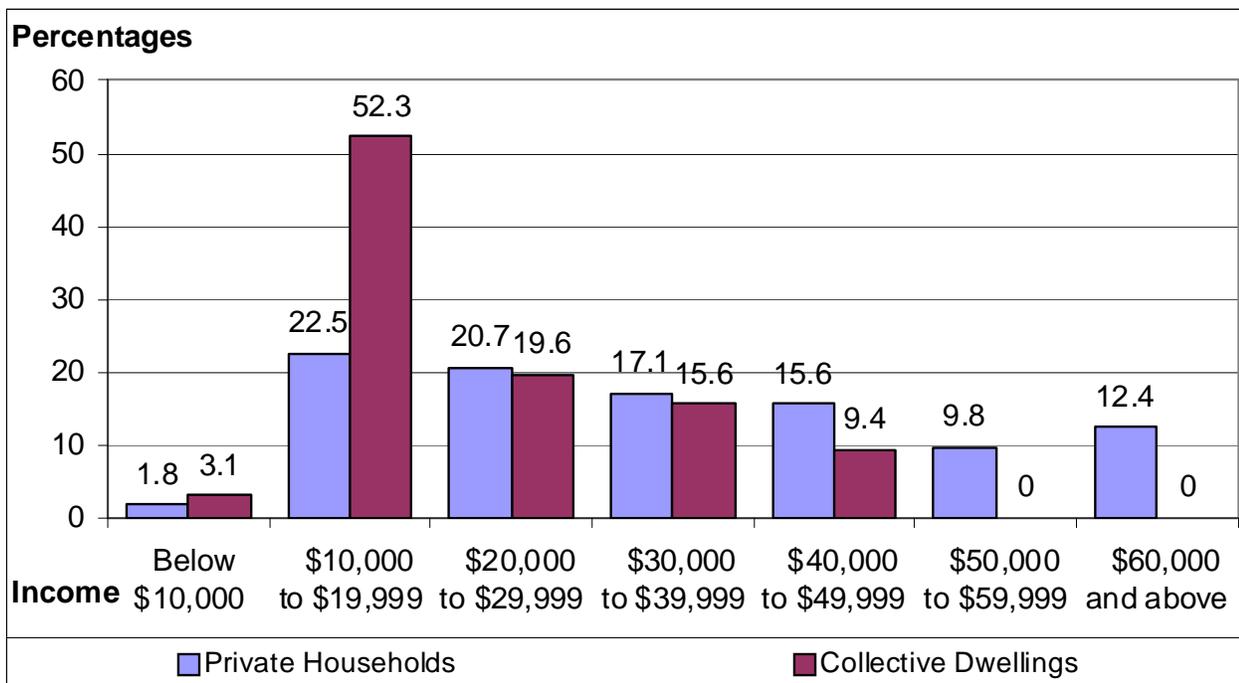
¹ Public pension refers to the Canada Pension Plan, Guaranteed Income Supplement and Old Age Security

Figure 5: Primary Source of Income for Seniors in Private Households and Collective Dwellings



A critical finding is that nearly two-thirds of seniors living in private dwellings and fully three-quarters of those living in collective dwellings have total incomes of less than \$30,000 a year or \$2500 a month. In a similar vein, the data in Figure 7 show that over half (55.4%) of seniors in collective dwellings have total incomes of less than \$20,000.

Figure 6: Income distribution for seniors in private households and those in collective dwellings



Definition of Appropriate Seniors' Housing

For the purposes of this study, appropriate seniors' housing can be broadly defined as "a dwelling that is physically well designed, suitable, affordable, with the existence of health and social support services as required to facilitate the maintenance of daily living with accessibility to community services (medical, recreation, banking and shopping) to enhance wellbeing". This definition is based on the key elements of appropriate seniors' housing identified through the multiple research methods except the secondary data analysis.

The **physical design** includes internal and external layout features that can help to promote safe living. Internally, living spaces should facilitate ease of movement around the house. Working heights and surfaces, storage levels, adequate lighting, good air quality, door and cupboard handles and power outlets should be lowered to accommodate aging and a senior's reach from a wheelchair. Handles should be lever-style and not round knobs to accommodate hands with less strength or mobility. Bathrooms should have permanent aids such as grab bars, raised toilets, fibreglass tubs, walk-in showers (especially for assisted living) as well as showers with hands-free cords. Externally, there must be access ramps and sufficient space for a senior to manoeuvre in a wheel chair or mobility scooter. In collective dwellings, this means wider hallways - wide enough for at least two wheel chairs, stairs with a gradual slope, and rounded handrails in hallways and adequate elevators within a building.

"The essence of the physical design is to create almost a barrier-free building to age in place." (Key Informant)

Suitability in this context refers to the size of the living space to accommodate the needs of seniors depending on the household size and composition, and a home that does not require any major maintenance issues. There should be adequate space for circulation in the room so seniors feel at home and not crowded or cluttered.

"A suitable home is the one with adequate space with the possibility of meeting that senior's needs as they age in place, including adequate working space for their support worker." (Key Informant)

Affordability not only measures the income- to-shelter cost ratio but more broadly the cost of support services needed for daily living. Housing affordability was the single most dominant issue for many seniors in Red Deer. As one senior mentioned, the current low income threshold does not allow those that are just above the income threshold to afford private supportive or assisted living facilities. Housing affordability to them means more low-cost seniors' residences.

Support services refers to the health and social assistance needed for daily living. Services include home care and home supports provided formally through paid staff, and informally by family, friends and neighbours. One crucial recommendation made by seniors is that there should be a wide range of flexible support services offered that can be tailored to fit the needs of various individuals, instead of the typical standard package provided to all seniors, even after the assessment of their needs.

Accessibility to community services refers to the location of dwellings relative to social and community services such as shopping, public transportation, recreational activities and medical care. This is especially critical for

seniors who rely on networks outside of the home for social contact, and to reduce their sense of isolation. Many seniors reported the current location of some supportive and assisted housing facilities do not provide easy access to public transit, and when it is within walking distance, some do not have coverage for inclement weather. Seniors also reported some transit stops require them to either cross busy and wide intersections perceived to be

“They do not have to look like 5-star hotels, nor cost \$3000.00+ a month, we just want a facility with adequate amenities.”

(Focus Group Participant)

“Access to vital services is important for seniors to be connected in their community and not feel isolated.”
(Participant from the household survey)

Another senior observed, “since we can no longer drive, or walk longer distances, it would have been nice if we had a bus stop close to our building.”
(Focus Group Participant)

dangerous, or spend an extra hour on the transit bus to be dropped off at a closer stop. Those collective dwellings that do provide transportation in-house rely on scheduling that takes away the spontaneity in their lives.

Components of Appropriate Housing

Seniors were asked to identify components of appropriate housing based on their needs and experiences. Most seniors in private and collective dwellings identified housing suitability, affordability, adaptability, and availability, accessibility to service support

systems, safety, and security as the key components of seniors housing. However, the most significant components of appropriate housing for many seniors was affordability of housing and supports.

Why Seniors Need Appropriate Housing

Appropriate housing for seniors goes beyond the provision of basic need. Appropriate housing should ensure independence and autonomy for seniors. It should maintain a quality of life and well-being, respect and dignity and some measure of control over their lives. In private households:

“Appropriate housing means a homey place, that is affordable, safe and in a friendly neighbourhood.” (Participant from a direct interview)

In the context of collective dwellings:

“Appropriate housing is a collective dwelling that is affordable, provides a sense of community or camaraderie with the needed care and support services, and of course, good food.” (Focus Group Participant)

Housing Needs of Seniors

There was great variation in housing needs for each senior depending on their current and predicted future circumstances, including their health and disability status and demographic and socioeconomic factors. For example, a female senior widowed or living alone, who reported a low level of education, low income or just above the low-income threshold, poor health and a disability status, was more likely to be in need of appropriate housing. These seniors are also more likely to prefer more public or non-profit supportive and assisted-living facilities to meet their needs compared to private-for-profit housing options. Seniors who reported high levels of education, moderate to high incomes, good health and are married or living with their spouses, and largely in private households do not report unmet appropriate housing needs. They were also more likely to prefer housing options that would allow them to undertake home modifications or access needed home support in their private homes instead of going to collective dwellings.

Another key informant in an interview put seniors housing need in Red Deer this way: We need developers to think of one- level buildings (ground level) for seniors to age in place. New lodges are not coming fast enough. We need more lodges for middle-income seniors with more couple suites. Most of the current buildings are old with the lead pipes crumbling more every day. They were not designed to accommodate scooters or the larger wheelchairs. [We need] spare rooms in lodges for overnight guests. [We should] review current policies in supportive living environments for families when senior residents fall sick. [We need] one building with multiple levels of care to keep families together as well as more efficient use of staff and support services.

Need more nursing home beds.

Seniors also revealed increased waiting list experience for long term care placement. However, since long term care was out of the scope of this study, issues on long term care were not captured in detail in this report. For other seniors, their fundamental need is the cost of housing and housing-related support, but supports must also be more effective and efficient in addressing their needs. Many of the key informants interviewed as well as the four seniors interviewed directly felt the housing needs of seniors were not being met. Most seniors want to live in their own home long as they can, provided there are support systems there; those in collective dwellings want to live in a more “homey” environment.

“What is needed in Red Deer is less expensive housing with a high level of support services for seniors to either stay at home and age in place, or be in collective living environments.”
(Key Informant)

This was further supported by seniors in the focus group discussions, as one senior explicitly pointed out, “the current collective dwellings options available to seniors are very expensive for low-income seniors. Subsidized housing would help or non-profit housing. So couples (together) can remain independent while they still have their health or be supported to remain in their own homes.” (Focus group participant)

Housing Options

Respondents in private households and collective dwellings were given two major housing types and asked to select the one that most adequately describes their current housing situation. Each housing type included a brief explanation of the housing type and the kind of services provided.

In private households, the majority of seniors (91.1%) indicated independent while the rest (8.9%) indicated independent living with home care. On the continuum of housing options under collective dwellings, 84.2% of seniors indicated supportive living compared to 15.8% for assisted living. The categorization of the different housing options provided by seniors, even though provided with brief information about the meanings of the terms, may not accurately reflect the designated categorization used for this study because of the variety of labels given them by housing and support service providers and the resulting confusion.

Age of the respondents, their health and disability status and income proved to be the four variables with the most impact on housing options for seniors in private households. In the case of collective dwellings health and disability status were the only variables that determined housing option choices for seniors.

Dwelling Structure Housing Tenure for Seniors in Private Households

Survey respondents in private homes were provided six general categorizations of dwelling structures from which they selected the one that appropriately described the structural type of their current dwellings. The study indicates that most senior respondents (34.9%) in private households reside in single detached dwellings, followed by low-rise apartment or condominium less than five stories (28.5%). These two structures alone account for almost two-thirds of the total dwelling structure seniors reside in. Town or row house (13.4%) and semi-detached or duplex (10.7%) are the next largest set of dwelling structures seniors live in. The percentage of seniors living in mobile homes was 7.7% and in high-rise apartment or condominium five or more stories above, was 4.7%. Table 2 depicts the categorization of dwelling structure respondents in private households.

Comparing demographic and socioeconomic characteristics with dwelling structure revealed a significant correlation between the sex of the respondent, marital status, level of education, household income and living arrangements. Relatively more males resided in single detached dwellings than females. More married or common-law couples, or people who are not living alone, resided in single detached than any other marital statuses. Those with higher education and income also were more likely to reside in single detached dwellings.

Seniors in private households were also asked about their housing tenure. Overall 81.3% owned their dwellings while 18.7% rented their current dwellings. A cross-tabulation of dwelling structure and housing tenure revealed that the majority of seniors reside in single detached owner-occupied houses. Several factors are associated with housing tenure for seniors. They include marital status, level of education, household income, living arrangement, health and disability status.

Current Housing and Living Arrangements

One of the objectives of this research was to learn more about seniors housing and living arrangements and to determine whether their current housing option was appropriate based on their needs. Seniors were asked to subjectively categorize their current housing and living arrangements as appropriate or not. Altogether 91.6% of seniors in private households described their housing and living arrangement as appropriate while 7.4% described their current housing and living arrangement as inappropriate in relation to their needs. Similarly, 92.1% seniors in collective dwellings described their housing as appropriate, while 7.9% described their current housing and living arrangements as inappropriate. Analyzing the factors that predict who describes their housing as appropriate, whether private or collective housing, revealed an important difference. Seniors with higher household incomes who described their health as excellent or very good and are living with their spouse are more likely to describe their current housing as appropriate than those without these characteristics.

Housing Planning

Seniors were asked whether they thought their current housing and living arrangement will be appropriate for them in the next five years. The results shows that 39.9% of seniors in private dwellings think their current housing will be. In contrast, 60.1% do not think that their current housing option will be appropriate for them in the next five years. If these respondents are added to the 7.4 % mentioned above who feel that their present housing and living arrangement are inappropriate, it appears that over two-thirds of seniors now living in their own homes expect to have needs in the near future that are not being met in their present situation.

Seniors in focus group discussions indicated that since they cannot predict their health status in the next 5 years it will be difficult to start planning. Key informants revealed that many seniors do not plan for future housing situations until they reach a crisis situation, which makes it much more difficult to obtain appropriate housing within a short time frame, unless the system has sufficient space in each category.

In collective dwellings 70.6% of the seniors thought their current housing and living arrangement will be appropriate for them while 29.4% did not think so. Respondents who indicated that their current housing option will not be appropriate for them in the next five years were further asked whether they were making plans for a different housing option. The results

revealed that 42.1% of seniors in private dwellings were making plans while 57.9 % were not making any plans. In collective dwellings half of the seniors are making plans for appropriate housing while the other half were not. The majority of seniors in private dwellings said they did not have plans because they do not know what will happen to them in the next five years and therefore could not plan without a proper assessment of their needs at that particular time.

When asked about why they think they will need to move or change their current housing option respondents mentioned the following based on their relative order of frequency: decline in health and the prevalence of a disability, support and care needed, financial reasons, changing housing needs, to be close to family and friends, and to access recreation and leisure facilities. When asked about which type of housing option they would want to move into, a non-linear theme emerged. For example a senior in an independent living situation said they would move into assisted living because of a fall or slip, or due to medical complications. Thus a senior could move from one end of the continuum to another without passing through the middle stage or supportive living. Most seniors in private households preferred independent living with homecare (47.3%). Their second choice would be supportive housing (38.8%) followed by assisted living (14.0%). For those in collective dwellings, 56.3% indicated they wanted to move into assisted living facilities, 37.5% into nursing homes, while the rest

(6.3%) will move to housing option when additional services are needed, but did not have enough information to say which housing option. Through the focus group discussions seniors also noted that their current source of information on housing options is through housing providers. However for informed decision making, they would prefer an independent third party information broker with full disclosure to support them in future housing planning.

The wait time for supportive living and assisted living depends on whether seniors preferred private or public facilities. At the time of our interviews and surveys there was a waiting list at only one private provider of supportive housing. However, the waiting period for public supportive living facilities reportedly had ranged from 2 months to 2 years. For public assisted living the waiting period range reported was 5 months to 3 years. At the time of our research, the number of people that had been assessed and were on the Alberta Health Services waiting list for supportive living was 17 and for assisted living was 18.²

Housing Condition

Housing condition refers to structural characteristics and the facilities of a dwelling, both interior and exterior, that meet the standards of structural adequacy for quality housing of residents according to the National Occupancy Standard (NOS) requirements. The study asked respondents in private households to assess the condition of their dwellings. Then based on their need and by their own judgment, determine whether their dwelling was in need of maintenance, repairs or modifications to enable them to stay there. The private household survey results show that 35% of respondents indicated that their dwellings were in need of maintenance, while the rest (65%) did not think their dwellings required maintenance at this time. According to the criteria established for categorization of housing condition, 32.1% of respondents indicated that their dwelling was in need of regular maintenance, 15.2% indicated regular maintenance and minor repairs, 10.7% indicated modifications, 9.8% minor repairs only, while 5.4% indicated major repairs. The rest indicated various combinations of maintenance and repair categorizations. For many seniors in independent living the issue of maintenance has been one of the influential factors in their housing decision to either downsize or to move into supportive living facilities.

Respondents were also asked about support received for improving their housing condition over the past year before the survey. In all 32% of respondents indicated they received unpaid

² The waiting list numbers refer only to the categorization of housing options as per Alberta Health Services

help for housing maintenance while the rest (68%) did not. Out of those respondents who received unpaid help, the bulk came from children, siblings, neighbours and friends (in the order of frequency reported). In contrast, 51.1% of respondents also hired paid help for housing maintenance; 48.9% did not. For those who obtained paid help, much of the help came from paid contractors, snow removal and lawn companies, condominium management and associations, neighbours and friends, and landlords (listed in the order of frequency of response).

The housing conditions for collective dwellings were reviewed through the expert observation tour. The expert observers examined the external landscape, accessibility to social and community supports and the inside conditions of residential facilities. In general most of the housing options visited met some levels of adequacy. Some of the observations of external and internal conditions of the residential facilities are in Appendix A.

Housing and Affordability

Housing cost³ is the gross monthly household expenditure to secure housing. For seniors and this study, housing cost may include health and social supports needed for daily living. Housing cost was divided into the two major categories base on housing tenure: owned dwelling or rented dwelling.

Seniors in private households who owned their dwellings were subdivided into two groups to calculate the cost of housing: mortgage plus utilities; and no mortgage, only utilities. For seniors who owned their dwellings with a mortgage plus utilities owner's major payment ranged from \$400 to \$1500 per month. The average owner's major payment was \$885. The owner's major payment without a mortgage ranged from \$50 to \$650 per month, while the average owners major payments was \$330 For respondents that rent, the cost of monthly rent including utilities ranged from \$500 to \$1200 depending on dwelling type and location factors. The average monthly gross rent was \$775.

³ Housing cost is the gross household expenditure on shelter. For households that are owned, shelter costs include mortgage payments, property taxes, condominium fees and utilities. Mortgage payments include both principal and interest. Principal payments are considered to be a contribution to household equity or wealth. Utilities include electricity, fuels such as gas, oil or wood; and water and other municipal services. For households that are rented, shelter costs include rental payments and utilities.

The share of household income spent on housing costs is known as the shelter-cost-to-income ratio (STIR) and a threshold of 30% of income is accepted as the upper limit for defining affordable housing. Since respondents were only asked to categorize their income according to the predetermined ranges provided in the survey, it will be difficult to relate housing cost to incomes to determine affordability thresholds. However, respondents were asked to estimate based on their household expenditure whether or not more than 30% of their gross income was going towards their housing cost.

In all 31.1% of seniors who owned their dwelling indicated that they spent more than 30% of their gross household income owner's major payment. A much larger proportion 48.4% of respondents who rent also indicate that they were spending more than 30% of their gross income on gross rent. Marital status, living arrangement and level of income were significant determinants of whether a household fell below or above the affordability threshold. Seniors living alone, especially those renting, were more likely to have low incomes and are more likely to have affordability problems compared to couples or those with different living arrangements.

However, when asked whether there was a particular type of housing or living arrangement option they needed but could not afford, 14.2% indicated in the affirmative while 85.4% did not. Those respondents in need of particular housing they cannot afford indicated they need supportive and assisted living housing options. An overwhelming majority (95%) of seniors observed that the cost of housing has increased markedly over the past five years.

Another dimension of housing affordability was explored through a futuristic lens. Respondents were asked given their current income and expenses whether they thought they would be able to secure affordable housing in the next five years: 61.1% of seniors thought they would be able to, 26.1% thought they would not (especially those on a fixed income), while 12.1% did not know. Respondents who owned or rented their dwelling and were spending more than 30% of their gross income on housing cost were more likely to indicate that they would not be able to secure affordable housing in the next five years.

The situation was much different for seniors in collective dwellings. For supportive living, residents occupy private rooms with access to central dining and activity rooms. The most common support services mentioned in the study were personal care (mostly meals), housekeeping, recreation, and transportation. Residents must be healthy enough to care for themselves and use outside medical services. Some facilities also have a 24 hour on-site staff. The cost of supportive and assisted living facilities varies from private to public facilities and the type of support services provided. The cost of housing also depends on the number of rooms or space and the occupancy level (whether the room is meant for a couple or a senior with a support aid overnight).

In the public supportive living facilities the cost of housing varies from \$1,020 to \$1,200 per month depending on the range of services and whether utilities are included. Some facilities charge additional fees for other services (lifeline for example). There may be an additional cost for an extra senior sharing the room. There is also public subsidization of housing cost with eligibility into these facilities based on the individual senior's income. In the private facilities the cost for supportive living is based on the number of rooms (studio, single or two bedrooms) and amount of space. Costs range from \$2,000 to \$3,400 per month, depending on the range of services offered and whether fees for service are charged separately or included in the monthly rent. Private owners charged \$300- \$800 per month in additional fees for a second senior in a suite. There are a limited number of couple suites.

In assisted living residents also occupy private or semi-private rooms with access to central dining and activity rooms. Their support services identified included personal care (meals), assistance with daily living tasks, transportation, medication management, laundry, housekeeping, and social and recreational programs. Depending on the senior's health and disability status meal services can also be provided to individual residents in their rooms on a short term basis. Cost of housing for residents in public assisted living facilities ranged from \$1,200 to \$1,700 per month. For private assisted living the cost of housing ranged from \$2,600 to \$4,000 depending on the various packages available.

Based on these cost levels 88.6% of residents in collective dwellings said they were spending more than 30% of their gross income on the cost of housing while 11.4% were not. Again when asked whether there is a particular type of housing or living arrangement option they need but cannot afford 81.2% indicated that they were not in need of any housing option they could not afford while 18.2% indicated otherwise. Half of the residents who indicated that they needed a particular housing type and they could not afford wanted to move into assisted living and the other half into long term care. The overwhelming majority (98%) also indicated the cost of housing and support has increased appreciably over the last five years.

Community and Social Supports

To understand the nature of support required by seniors, respondents were asked to list activities for which they needed and received support. A third of respondents receive support for housework. Other activities seniors receive support for included personal care, shopping assistance, transportation, banking, bill payment and nursing care.

Community Supports

To obtain information on accessibility to community support systems, respondents were asked to indicate whether their place of dwelling was convenient for shopping, public transportation and social and recreational activities. The results show that 43.4% respondents in private dwellings indicated that their place of dwelling was convenient for shopping, public

transportation and recreational activities; 19.4% indicated their place of dwelling was convenient for shopping and public transportation only, a further 12.5% indicated that the place of dwelling was only convenient for shopping. The rest of the respondents indicated a combination these location and accessibility indicators for social and community supports.

In contrast, 7.6 % of respondents indicated that their place of dwelling was convenient neither for shopping, public transportation nor social and recreational activities. When asked whether help was available when needed from family, friends and community members in their neighbourhood, 24.1% of respondents indicated that help was available all the time, 57.3% indicated help was available most of the time, 13.6% indicated that help was rarely available while 4.9% indicated that help was never available.

For collective dwellings 34.2% of seniors said their place of dwelling was convenient for shopping, public transportation and recreational activities, 23.7% said it was convenient for shopping and public transportation only and 10.5% indicated their dwelling was convenient for shopping and recreational facilities. In all, 13.2% of seniors in collective dwellings indicated their place of dwelling was not convenient for shopping, public transportation, social and recreational activities.

Community Connections

For life enhancement seniors were asked whether they attend any adult programming during the day. For seniors in private households only 32.3% attended a program, and most reported going to the Golden Circle Seniors Resource Centre, The Seniors Downtown House or The Royal Canadian Legion. Seniors in collective dwelling also attend day programs but their programs were largely provided in-house.

Home Care

Homecare is defined as “health services intended to support people with acute or chronic illness, or a physical disability, to remain at home” (Alberta Health Services, 2010). As well home care supports seniors in supportive and assisted living facilities to live as independently as long as possible instead of being in long term care. Home care services include: assessment, case coordination, professional nursing, physical therapy, occupational therapy, nutritional counselling and some personal care. In Alberta homecare support is publicly financed and managed by Alberta Health Services (AHS). Homecare is provided to all eligible seniors regardless of income. Home care does not provide homemaking services typically. This is called home support and is provided to seniors through FCSS at a subsidized rate.

Seniors access homecare support through multiple referral sources: they may refer themselves or be referred by a family member or professional for in-home assessment of

needs. Clients receive an in-home assessment by a Home Care Case Manager. Then the Home Care Case Manager works with the client and the family to determine an appropriate care plan.

AHS allows for flexible provision of services. Apparently seniors can access AHS home care staff, or a subcontracted home care company with a supportive or an assisted living housing operator to provide home care. The services are provided free of charge to all seniors whose needs demand it, and there is no income test to qualify, though proof of income sources must be provided. Seniors may also hire their own home care support and have AHS contribute the fee they are eligible for. If the senior wants to hire their own home care provider, and bill AHS for all or a portion of that expense, they must provide documentation of the service. Thirdly, seniors may hire their own provider and pay for the service on their own. This was virtually unknown to seniors in this study.

There are numerous private businesses providing a combination of home care supports, typically at a higher cost (\$26 to \$45/hour was reported), so it becomes confusing for seniors to understand who to call for what service needed, and what the cost will be and what portion they may be responsible for. The average monthly cost of privately provided home care and support including life lines ranges from \$265-\$500 per month depending on the peculiar needs of each senior. There were no waiting lists to obtain home care to independently living seniors at the time of this research.

If a senior feels their home care needs have been inadequately assessed, they are encouraged to talk first to the Case Manager who did the assessment. If the concern or disagreement is not resolved, an appeal can be made to the Home care Manager. If the Home Care manager is not able to resolve it comes to the director. AHS is working on standardizing this provincial appeal process.

“We have two different people come into our facility here from different agencies to deliver home care. Can’t we just get one person? I don’t think this is the most efficient way to run a system.” (A focus group participant in supportive housing)

For residents in collective dwellings, most of the support was provided in-house except some informal supports provided by family and friends. More seniors (47.8%) in collective dwellings obtained resources needed to pay for their support services through public and their private sources, 34.8% paid from solely public sources, while 17.4% paid from private sources.

Seniors raised several issues concerning home care delivery. One of the issues was lack of effective coordination of home care delivery among the agencies.

Another challenge from the perspective of seniors is the high cost of private home care delivery. Seniors also cited variations in the standard of care provided by different service

providers. Homecare providers noted that many seniors, whether in their homes or collective dwellings, have not made the necessary adjustments needed to receive homecare. For instance some homecare workers cannot get some of their mobility aids to some buildings due to the structural limits. Another issue is the recruitment and retention of staff with increasing level of complexity of care needs of clients. This is due somewhat to seniors remaining in their homes because there is a waiting list for needed housing options (supportive living, assisted living and long term care). More importantly, there is also a lack of understanding among some seniors on what homecare is supposed to provide or not provide. This is just a description of how homecare services are provided. This study did not evaluate the effectiveness or efficiency of homecare to clients.

Home Support Programs

Home support services offer personal assistance with daily activities such as light housekeeping, grooming and dressing, meal preparation, shopping for groceries and other necessities, laundry, transportation and accompaniment to medical appointments, banking and bill payments, social and recreational support, and supporting clients to access other support services through appropriate referrals. Home support is crucial as it helps seniors stay in their homes and live independently as long as possible. It provides a respite for family care givers to reduce burnout for the period care needs to be provided. One key informant gave an example where it also helped reduce seniors' risk of being evicted and possibly rendered homeless as a result. It creates connection for seniors isolated from their families and friends.

Home support in Red Deer is provided by workers with home support training through the non-profit agency administering the program. Eligibility for home support is based on geographical boundaries stipulated by the funder, physical and mental health condition of the senior, and the senior being in his or her own home, and having the financial ability to pay for the program. Typically no alcohol, drug or smoking is allowed during home visits.

Once a senior meets all these eligibility criteria, an intake assessment is done to determine the supports needed. There is no standard package of services provided due to the diversity of needs. Fees for home support services are charged on a sliding scale based on income. The average hourly cost for home support is \$7.50 per client. Financial subsidy is provided for those who are eligible through Alberta Seniors Benefit, Veteran Affairs, Canadian Mental Health, and the Multiple Sclerosis Society (MS). Subsidies are also provided through Family and Community Support Services (FCSS). However, the current financial support provided is inadequate to meet the needs of the increasing number of seniors requiring the service. The need is compounded by the declining family, community and social supports available for seniors.

One of the critical issues for home support has been increased client load for support workers. Another issue was an increasing acuity in health conditions of clients, some of which require specific supports beyond those that can be provided by home support. Because of this, more health care aides with greater expertise to deal with high acuity levels are being hired. This increases the cost of the programs and cost to clients making home support very expensive to run with huge financial strains on the agency's budget. On the other hand, most seniors are on fixed income and are unable to pay for the increasing cost of home support they require. While annual satisfaction surveys and funder reporting requirements are undertaken, an in-depth evaluation to assess the extent to which home support is meeting seniors needs has not be done.

Health and Disability Status

Health and disability status is one of the factors that affect seniors housing need and options. Seniors were asked to subjectively rate their own health status. A majority of seniors reported very good or good health status. There is little variation in terms of percentage for respondents who reported their health as excellent between seniors in private and collective dwellings. A greater percentage of seniors in private households reported their health as very good and good compared to those in collective dwellings. To assess the extent to which health status affects housing options, seniors were asked whether their current health condition required them to have a different type of housing or living arrangement. For seniors in private households 81.3% said their health did not require a different type of housing, while 18.8% indicated it did. In collective dwellings, 70.3% indicated their health condition did not require a different type of housing, while a much higher percentage of 29.7% said their health condition did require a different type of housing. Common health conditions cited by seniors included arthritis, cardiovascular diseases, spinal injury, Parkinson's disease, diabetes, dementia, muscular degeneration and asthma.

Respondents were also asked whether they have a disability and extent to which their disability affected housing options for them. For seniors in private dwellings, 42.5% indicated they had a disability, while 57.5% did not have any disability. The reverse holds for seniors in collective dwellings; 36.4% indicated they did not have a disability while a greater percentage of 63.6% indicated they had a disability. Seniors were also asked whether their disability status affected their housing options, 29.5% of seniors in private households and 33.3% of seniors in collective dwellings said it did. The most common type of disability reported was physical in nature, followed by hearing and visual impairment. Seniors' disability status was associated with their age, household income and living arrangements. That is, the more elderly seniors were more likely to report a disability than younger seniors. Also seniors with higher income and a disability were also more likely to still be living in their private households compared to a collective dwelling.

Housing Programs and Services

Seniors housing programs and services in this context refers to housing options and supports provided to seniors by various levels of government, non-profit agencies and the private sector. Access to relevant information is critical in accessing housing and program services for seniors, so seniors were asked whether they knew where they could obtain information on seniors housing. Two thirds of seniors from both surveys indicated they know where they can obtain information about seniors housing. The other third did not know. Seniors ranked family and friends, senior's resource centres, senior groups and newspapers as the most dominant sources for information on seniors housing in Red Deer.

Red Deer has a broad array of seniors' service programs offering shelter and a combination of support services through public and private enterprises. These programs range from age-segregated independent living apartments and communities to assisted living structures with individual rooms and services covering basic amenities and supports tailored to the needs of each individual senior. From the household surveys, 21.9% of seniors' in private households indicated they were familiar with seniors programs whereas 78.1% were not aware of housing programs in the community

For seniors in collective dwellings 16.2% were familiar with housing programs in the community while the remaining 83.8% were not. Key informants indicated that many seniors do not become aware of supportive housing options and support services until they reach a crisis situation due to an illness or a fall. Most often at this time the care needed is immediate so the situation is fraught with stress. At that point, they are most likely to occupy a hospital bed and remain on a waiting list until an appropriate housing option can be found for them. Without the proper knowledge and awareness of housing options and support services, it will be difficult to provide support services to age in place either through living in their own homes with home care, or in supportive or assisted living collective dwellings.

Eligibility and access to private housing and service programs are usually based on one's ability to pay and the level of health appropriate for each type of housing. For example individual seniors in supportive living must be independent and be able to do their own daily living activities. In assisted living situations, there is a large measure of support provided due to health and disability status.

The public housing programs are open to all seniors. However, they too are based on need as determined by income eligibility to ensure targeting of low-income groups, and situational factors like health needs and risk in the current housing situation and level of available supports. Single seniors must fall below an annual income of \$27,825 to be eligible, and couples must receive less than \$36,900 annually to eligible for public housing. In addition, a current doctor's medical report is considered before seniors are accepted into residence. Personal assets such as land, houses, and bank accounts are not taken into account in

determining the resident rents. Housing subsidies are provided through the provincial government. Resident income information is submitted annually and their rent is usually not more than 30% of their gross income. However, total cost of housing may exceed this percentage depending on the level of support services provided. Alberta government regulation requires that each senior is left with at least \$265 a month in disposable income for discretionary spending after paying their rent and support services in collective dwellings.

Issues and Challenges of Housing Program and Services

Information on the extent to which appropriate housing needs are being addressed in Red Deer was also obtained from the household surveys. The results showed that 12.2% of seniors indicated appropriate housing issues are being addressed in the community, 30.5% of seniors in independent households indicated otherwise, while 57.3% did not know. Focus group discussions and key informant interviews revealed several issues and challenges of housing program and services in Red Deer:

- **Lack of systematic assessment of needs of seniors housing and program services.** Many senior housing and support service providers noted that the only way for them to determine whether a senior is in need of housing and support services is simply by that senior being on a waiting list. However, without an appropriate needs assessment it is difficult to establish with congruent evidence what the magnitude of need is and in which particular areas these needs are. The only way providers say they can become more responsive to the needs of seniors is to shift the thinking from supply-driven to a demand-driven approach in housing and support service provision. Thus needs assessment through more systematic approaches that would need to go beyond waiting list to the broader issues of seniors' housing needs.
- **Seniors engagement and involvement in decision making regarding housing and support services.** Many seniors through the focus groups expressed concern about the decision making process. For instance, while there are some seniors on the boards of some housing facilities, the process of decision making does not provide them the opportunity for their voices to be heard. As one senior eloquently put it, "seniors must be consulted and given the opportunity to participate in decisions that affect their lives. Involving them in policy, program design and the management of senior facilities is central to meeting their needs."
- **Inadequate information services to assist housing planning for seniors, based on their need and available housing options and support programs.**

Seniors observed that currently, there is no reliable source of information of support from an independent source from which they can obtain unbiased information except from housing and housing related support service providers. This makes it difficult for some seniors to make an informed decision on their housing options as they age.

- **Greater variability exists in the provision of collective housing options for seniors.** Eligibility requirements and support packages vary significantly between different housing options and collective dwelling service providers. Some supportive and assisted living providers only take in seniors with higher levels of independence and lower needs regarding supports and care, while others take in more frail seniors with higher levels of care and support. Some directly provide standard care, while some insist their clients make alternative arrangements for supportive services to come in from outside the home. This makes the selection of housing options for seniors more difficult as they have to arrange visits to all these places before they can make a decision.
- **Senior-friendly training for housing and support staff.** Seniors were generous in praise for most of the staff working in the direct delivery of housing or support services, as well as medical staff from hospitals and clinics they usually visit. However, concern was expressed about the level of screening and training for some of the staff working in seniors housing and support programs. Some seniors expressed the view that some managers of seniors' facilities require specific training to understand seniors and provide the necessary support.
- **Inadequate public independent and collective dwellings with long waiting periods.** While there were minimal waiting times to enter private collective dwellings for both supportive and assisted living, the long waiting periods for public lodges and assisted living facilities was of huge concern for many seniors. Reportedly, a "service creep" occurs when the need level of seniors increases, but there is no space available in the higher level care facilities to accommodate them so they remain in care in their current level.
- **High cost of private housing and support programs in the community.** Many seniors indicated that the cost of private supportive and assisted living facilities is extremely high especially for many seniors who earn just above the low income threshold annually. This further increases the pressure on public facilities. Closely linked to this is the high cost of independent support/home care services for seniors who want to age in place who do want to use home care support through Alberta Health Services.

- **Separation of couples between different housing options.** Due to differing health situations many couples are separated to ensure their individual housing and support needs are met. This situation increases the cost of housing and support services on individual families, and leads to the loss of companionship that affects both members of the couple. This also increases the caregiver burden as time and support has to be arranged for two locations for two individuals with different needs. This often leads to burnout for informal supports through family and friends, and high turnover in formal paid-for supports.
- **Inadequate financial support and financial security to maintain housing.** Many seniors noted that the current public pension schemes have not provided enough income to support them and to maintain their housing. Some seniors are worried that their current pension and retirement investments may not be able to support them in the later years of their life due to increasing life expectancy.
- **Developers of congregate senior facilities and private homes have not properly responded to the demands of aging in place in housing design and operation to support home modifications than collective living.** One key informant observed the demand for home modifications and adaptations have not caught on with developers yet. Developers are still investing in supportive and assisted living housing types instead of home-design models that will support seniors to age in place.
- **Wheelchair accessibility in some senior facilities.** Many of the old senior apartments and supportive living buildings are very old and lack accessibility for wheelchairs and scooters. This makes it difficult for seniors using these disability aids to access these facilities.
- **Lack of systematic evaluation of seniors' housing and program services.** Currently, satisfaction surveys are used as a convenient way to evaluate housing and support services to determine the extent to which they are meeting seniors' needs. While satisfaction surveys are important, they may not be able to answer the full range of evaluation questions relating to access and reach, relevance, effectiveness, efficiency and sustainability of some of the seniors' housing and support initiatives.

Government Policy and Programs that Support Seniors Housing

In Canada, housing policies and programs are primarily within the jurisdiction of provincial and territorial governments. Many municipalities also provide support for seniors housing. While a

number of federal, provincial and municipal housing programs are available, many seniors expressed concern that they are not able to access these programs, due to barriers such as the electronic application systems, long and bureaucratic red tape as well as misinformation about the programs and services. Below are some of the federal, provincial and municipal housing and support programs.

Federal Government Programs

- **Canada's Economic Action Plan** provides \$400 million over two years to build new housing for low-income seniors who have difficulty finding affordable and suitable housing. Funding is delivered through amendments to existing agreements with provinces and territories under the Affordable Housing Initiative, and is cost-shared with the provinces and territories on a 50/50 basis.
- **The Home Adaptations for Seniors' Independence (HASI)** program offers financial grants of up to \$3,500 for low-income seniors age 65 or over who need to make minor home adaptations in order to continue to live safely and independently in their houses or apartments. This program is administered through the Canadian Mortgage and Housing Corporation.
- **Emergency Repair Program** is for low income homeowners in rural areas for emergency repairs required for continuing safe occupancy.
- **Residential Rehabilitative Assistance Program (RRAP)** – is for low income owners or renters to make accessibility, allergy-related or age-related modifications or modifications for hearing or sight impairments. The RRAP can also be applied to provide a forgivable loan for major repairs to maintain health and safety of homes at least 5 years old.
- **The New Horizons for Seniors Program** helps to ensure that seniors can benefit from, and contribute to, the quality of life in their communities, through active living and participation in social activities. The program funds projects that help improve the quality of life for seniors and their communities – from enabling seniors to share their knowledge, wisdom and experiences with others, to improving facilities for seniors' programs and activities, to raising awareness of elder abuse. (Part of the funding for this research (\$12,020) came from this program.)
- **Government Transfer Payments** provide income support through government transfer payments including Old Age Security (OAS), Guaranteed Income Supplement, and Goods and Services Tax Credits to eligible seniors.

Provincial Government Programs

- ***The Alberta Seniors Benefit*** program provides monthly financial support to eligible seniors, based on income.
- ***The Special Needs Assistance for Seniors*** program is available to help seniors with the cost of appliances, minor home repairs and some medical costs. Only one-time extraordinary expenses are funded. The program provides a lump-sum payment to eligible low-income seniors to a maximum of \$5,000 in a benefit year.
- ***Education Property Tax Assistance for Seniors*** provides a rebate to assist low income seniors homeowners with year-to-year increases in the education portion of their property tax.
- ***Seniors Lodge Program*** offers bedrooms, meals, housekeeping, linen/laundry and recreational services to seniors whose income falls within local limits and who are functionally independent, with or without the help of existing community-based services. Applicants are prioritized on the basis of needs. The local management body sets rates, but each resident has at least \$265 per month in disposable income, after lodge accommodation costs.
- ***Seniors Self Contained Housing*** provides affordable apartments for low income seniors. Rent is based on 30% of a household's adjusted income.
- ***The Lodge Assistance Program*** provides financial assistance to lodges administered by provincial management bodies, operating under the Alberta Housing Act. Funding is provided through a monthly per diem grant for each eligible resident. At the time of this writing it was approximately \$7.50 per day per resident.
- ***Residential Access Modification Program (RAMP)***. This is a program available to eligible wheelchair users to modify their home to be more wheelchair accessible. Applicants can apply for a RAMP grant for up to \$5,000.
- ***The Community Housing Program*** provides subsidized rental housing for low income families, senior citizens, wheelchair users, or individuals who cannot afford private sector accommodation. Management and tenant selection are the responsibilities of management bodies. Applicants are given priority based on need, as determined by income, assets and current housing condition. Rents are based on 30 % of a household's adjusted income. Operating deficits and

amortization are cost-shared by Canada Mortgage and Housing Corporation (CMHC) and Alberta Seniors and Community Supports.

- ***The Rent Supplement Program*** provides rent subsidies in eligible private sector rental projects. Management and tenant selection is the responsibility of the local management body. Applicants are prioritized on the basis of need, as determined by income, assets and current housing condition. Through management bodies, Alberta Seniors and Community Supports and Canada Mortgage and Housing Corporation pay private landlords a “rent supplement” to subsidize the difference between a negotiated market rent and 30 % of household income.
- ***\$10 million to Covenant Health*** helps to build 100 new affordable spaces at a proposed facility for Red Deer. The funding comes from the Alberta Capital Bonds and the Affordable Supportive Living Initiative (ASLI).
- ***Accommodation Standards Audits and Monitoring*** are provided by Alberta Seniors and Community Supports for all supportive living and long term care accommodations for compliance to the accommodation standards, minimally on an annual basis. The purpose of the accommodation standards is to ensure accommodations maintain a high quality of accommodation services (e.g. meals, building maintenance, security and housekeeping) that promote the safety, security, and quality of life of Albertans living in those accommodations. Compliance and complaint results are available to the public, and are updated as visits occur at:
http://asalreporting.gov.ab.ca/astral/search_param_entry.htm?by=location

Any deficits have to be corrected within 90 days or the facility may risk closure. The Continuing Care Health Service Standards and the Supportive Living Accommodations Licensing Act (proclaimed April 1, 2010) are available at:
<http://www.health.alberta.ca/newsroom/continuing-care-reports.html>

Municipal Government Programs

- ***Lodge Operating deficits*** are covered by municipalities given that municipalities are members of a lodge management bodies (as per legislation). This year (2010) The City of Red Deer received a requisition of \$235,141 to offset a facility operating deficit from the Piper Creek Foundation, an agency that provides affordable seniors housing. The City is represented on the Board of Piper Creek

Foundation by a City Councillor, and is obligated to cover such deficits under the Alberta Housing Act.

- ***Housing First Programs*** provide seniors with mental health and addictions issues, who have multiple barriers to accessing housing either through market housing or senior's affordable housing facilities, are provided the opportunity for permanent and stable housing through the housing first programs in the community e.g. the Buffalo and the Harbour House.
- ***The City of Red Deer Social Planning Department*** in collaboration with other service providers and advocacy groups like the Central Alberta Council on Aging provides support for seniors through advocacy and research on seniors' housing.
- ***Educational Property Tax Assistance for Seniors*** is provided by The City of Red Deer in partnership with Alberta Seniors and Community Supports, to provide an annual rebate to assist senior homeowners with the year-to-year increases in the education portion of their property taxes.

SEVEN KEY ISSUES AND RESULTING RECOMMENDATIONS

The following issues are based solely on input provided by research participants in this Red Deer study: the 410 seniors who either completed a written survey, were interviewed or participated in a focus group; the 3 “expert observers” who toured 5 housing types available to seniors in Red Deer; or the 7 key informants who were interviewed based on their role in providing for seniors housing or housing supports. The recommendations are based on suggestions made by research participants or flowed logically from the issues identified. All were vetted through, and approved by, members of the Seniors’ Appropriate Housing committee.

Issue # 1: Seniors want opportunities to have a voice in planning for their needs.

Seniors want to be consulted and given the opportunity to participate in decisions that affect their lives, and in a way that works for them. This study’s research respondents specifically mentioned how grateful they were to be involved in our study and how they wished they had more opportunities like this. Seniors also mentioned they prefer to be provided print information in a format they can take home and absorb at their leisure, not information that relies on them accessing a computer or website. Given the diversity of seniors, multiple communication methods are advisable. Housing moves are taxing to a senior’s health, and given that 83.8% of senior respondents were not familiar with housing programs in the community, it will be critical to provide current, clear and concise housing and housing supports information in verbal and print form that is senior-friendly.

Recommendations:

- Advocate for more frequent and more senior-friendly engagement of seniors in land use, building design, operation of senior facilities, senior-focused policy and program changes. For example, public consultations in the evening do not work for most seniors.
- All senior-serving government departments, community agencies and business providers must be aware of, and address barriers to, quality information provision on housing options and housing supports. Seniors requested shorter application forms or assistance to complete them, clear and concise brochures written in a senior friendly way, multiple methods of accessing information.
- Educate senior service providers, family and caregivers on the impacts of aging and reasonable expectations of seniors.

Issue #2: Seniors want to be a part of community.

Many seniors in the study told us they felt isolated as they were either living alone or had no family living close by. Seniors desired more social connection. It is commonly known that social connection will prevent a worsening of health symptoms. Key informants in the study acknowledged that regular monitoring of a senior's health leads to an earlier intervention when needed. Seniors commented that they liked the new Michener Hill Village concept of aging in place but they were concerned not all units were on the ground floor, and that it is located so far away from shopping malls and other needs. Most seniors in our study were female (65.1%), widowed (60.5%) and live alone (74%). Only 32% of senior respondents attend any kind of program during the day. As expected, 92% of senior respondents were retired but only 5.3% volunteer on a regular basis.

Recommendations:

- Staff of government offices, community agencies and businesses serving seniors' needs must be aware of, and address any barriers to seniors accessing their programs, events and services (transportation, cost, senior-friendly format, building and materials designed for universal access, timing, and location).
- Increase intentional outreach to seniors where they are in private homes or collective dwellings. Ensure seniors are informed of opportunities to connect to the rest of the community.
- In collective dwellings, staff must be proactive in bringing seniors to activities/events.
- Pilot new initiatives to increase opportunities for seniors to be in community – for example, target seniors to participate or volunteer at schools, with neighborhood associations, on intergenerational projects.
- Encourage seniors to seek out and participate in community activities.
- Ensure senior homes and collective dwellings are located in neighborhoods with easy access to shopping, transit, medical services, and social opportunities to support the seniors' full participation in community life.

Issue # 3: Seniors need adequate independent homes

While 60.1% of seniors who participated in the study recognized their current housing situation will be inappropriate within 5 years, 58% of them were not making plans and 78.1% of them were not aware of housing programs in the community. This

“We’ve designed our home so that we will not have to leave until we are ready to go feet first.” (Key Informant)

is certainly understandable given the fact that most seniors cannot predict when they will need alternative housing and even if they could, they are naturally reluctant to leave their own homes, and may not plan until they reach a crisis situation. If we are to honour the seniors' desire to remain in their own homes, our community will need to increase supports, resources and awareness of programs to ensure their homes are adequate. A full 35% of independently living seniors reported their homes were in need of maintenance. One older couple interviewed provided a tour of their new home that was specifically designed for aging in place – a concept most seniors in the study supported.

Recommendations:

- Both new and current senior independent housing could incorporate an age friendly design that allows for more comfortable and safer living with features that support a good quality of life as its resident's age and may need wheelchairs, walkers and medical equipment like oxygen tanks or heart monitors.
- Educate seniors on home modification grants available as their needs change and local service providers or businesses that can make these adaptations.
- Increase seniors' awareness of low cost or volunteer based home maintenance programs.
- Educate builders, architects and developers on senior friendly design of independent homes with an aging in place philosophy. For example, Noah Homes in Red Deer used universal design principles throughout a home they built with additional senior friendly features like roll-in showers; wheelchair level counters, plug ins and light switches; lower windows; no step entrances; stoves with front controls with option to lock off if dangerous at some point; raised washer and dryer; extra wall thickness for weight-bearing grab bars throughout; extra plumbing lines for dialysis if needed; adequate lighting; and a louder fire alarm.
- Make senior-friendly housing design plans available to all citizens, but especially to older adults and senior home buyers.

Issue # 4: Seniors need appropriate collective dwellings

Many seniors do not plan for future housing situations until they reach a crisis situation, which makes it much more difficult to obtain appropriate housing within a short time frame unless the system has sufficient space in each category. When a senior's health necessitates living in a collective dwelling with enhanced supports provided by staff, it's crucial that this next stage housing provides for their needs. This study's observation tours pointed out that some older seniors' facilities were lacking accessibility and features generally included today, as they were built according to the standards of the time. For example, some lodges have limited provision

for guest or couple suites, and some had smaller rooms, narrow hallways that do not accommodate two scooters passing or wider wheelchairs, shared bathing rooms, and fewer handicapped parking stalls. These older buildings reportedly require expensive maintenance as they near their life expectancy. One facility manager commented on the large increase in the number of seniors using a walker. Due to differing health, many couples are separated as there is no provision for multiple health needs in older facilities. This leads to a higher cost of housing and support services, a loss of companionship, increased caregiver burden, burnout for informal supports and higher turnover in formal supports. Newer facilities have some provision for aging in place health needs and couple suites. Some seniors in focus groups expressed a concern about the level of screening and training of staff in lodges. Most seniors however commented positively about staff, saying that most were excellent and appreciated. Seniors appreciated the multiple methods of communicating their needs to collective dwelling management – via comment cards, dropping in to the resident manager to discuss concerns, and having monthly “open mike” resident sessions.

Recommendations:

- Educate builders/architects/developers on senior-friendly universal access design features for collective dwellings with an aging in place philosophy
- Advocate to the Alberta Seniors and Community Supports Ministry to ensure aging collective dwellings are well maintained.
- Engage Alberta Seniors and Community Supports Ministry to ensure aging collective facilities are modified to meet the current needs of seniors.
- Advocate for more couple and guest suites in collective dwellings to ensure seniors stay connected to their spouses and family.
- Ensure all staff working in collective dwellings has been screened well and provided appropriate training to perform duties required. Ensure there is a consistent expectation for quality service, and staff is evaluated regularly.
- Provide a neutral “information broker” to assist older adults and seniors in planning for their housing and housing supports needs, to minimize confusion and minimize the number of moves necessary as their needs change.

Issue #5: The Provincial government needs to have a Systemic Provision of Housing Options across the Continuum

While there were minimal waiting times to enter private collective dwellings for both supportive and assisted living, waiting periods of two months to two years was reported by seniors for the more affordable public supportive living and assisted living facilities. This was of huge concern for many seniors. One key informant reported 11 seniors in acute care at the Red Deer Regional Hospital awaiting a nursing home.

“The number of seniors on a waiting list is a moving target – it fluctuates daily and is hard to pin point.”

(Key Informant)

There was also a “service drift” reported whereby staff members of a lower level facility were accommodating the higher level needs of a resident on a waiting list for a higher level facility. Some lodges reportedly bring in a Primary Care Aide or a Licensed Practical Nurse to accommodate increased medical needs for these residents. This is neither cost effective in the long term, nor safe for either the resident or the other lodge staff having to go beyond their mandated service provision. As per providers interviewed, there appears to be a lack of systematic needs assessment and infrequent evaluation of seniors housing and program services to know where gaps are.

Eligibility requirements and support packages vary significantly between different housing and congregate housing service providers, making the selection of housing options for seniors much more difficult. A full 1/3 of senior respondents did not know where they could obtain information about seniors housing.

Recommendations:

- Given the growing number of seniors and the diversity of need in this demographic group, the appropriate provincial and federal ministries (Alberta Seniors and Community Supports, Alberta Children’s Services - FCSS, Housing and Urban Affairs, Health, Federal Guaranteed Income Supplement, Old Age Security and Canada Pension Plan) must work together to ensure regular needs assessments and provision of a coordinated continuum of appropriate, accessible and affordable housing options and supports.
- All senior serving systems and providers should engage in regular networking, monitoring and evaluation of seniors’ needs, service and program provision.
- Alberta Seniors and Community Supports Ministry must engage seniors and community providers of seniors’ needs regularly to gather feedback for proactive planning of service provision.

- Seniors want access in person to a neutral “information broker” to help them to know what their housing and housing support options are and the related costs. Many seniors expressed concern that they are not able to access government programs due to barriers like electronic application systems, long and bureaucratic red tape and misinformation about the programs and services.
- Alberta Health Services and private facility providers must provide a range of accommodation options in facilities to meet current senior needs – e.g. couple suites, respite beds, guest suites.
- Alberta Seniors and Community Supports must establish more supportive and assisted living spaces within Red Deer (not the region) to address the current and projected housing needs. Seniors should not have to be at risk in their own home, or living in an expensive hospital facility, while awaiting facility placement.
- Advocate for a less than 80 kilometer facility placement so seniors are able to maintain their spousal, family and community supports.
- Advocate to the Alberta Seniors and Community Supports Ministry to consult the public, then create and consistently use definitions of facility level that are easily understood by the general public and used by all government departments.

Issue # 6: Increase the provision of home care and home support to

seniors

Provincially provided home care and community or private home support services, were a topic of concern for most seniors and key informants in the study. The mandate of these two very different programs has changed drastically over the years with Alberta Health Services (AHS) home care focusing on physical health needs now, and leaving the more day-to-day tasks such as laundry and meal preparation to home support program providers. Home support also does housekeeping, accompaniment for shopping/banking/medical, a few hours of respite during the day only, and any other practical assistance to seniors in their own home, or in a lodge, as long as it does not duplicate what facility staff is already providing residents.

Some seniors prefer to hire their own home care provider because they provide a greater range of services so there is not so many different staff coming in and out of the home. This usually comes at a greater cost, however. Some seniors needing home support still cannot afford even the subsidized rate of \$7.50 per hour. The outcome of this is seniors being unable to pay their bill so they will no longer be served, or will have a decreased level of service provided (not meeting all their needs). Reportedly, at least one agency has had to write off the debt of clients' unpaid home support bills so there is less assured sustainability of their home support program.

Seniors need more supports to stay at home rather than move into a more expensive facility living situation. Waiting lists for home supports is also an ever-changing dynamic. At the time of this study, one subsidized home support had a 2 week waiting list, and reportedly was getting most of its referrals from mental health workers and the Red Deer Regional hospital discharge planners. As the complexity of seniors' needs have increased, programs have needed to employ a higher level of trained staff which drives program costs up. It is difficult to hire to this field as burnout and turnover is common.

In some programs, staff was reluctant to take on some clients because the travel cost incurred by the staff was greater than the earnings to do the home visit. So as client demands go up and workers decrease, fees increase, making it more difficult for seniors to afford the service. One perspective shared was that there are more mental health issues due to formerly institutionalized clients being on their own in the community now. This leads to a demand for extra assistance in areas like eviction prevention which is beyond the expertise of home support staff but dealt with anyway. An increase in chronic conditions was also noted recently.

Seniors expressed concern that there did not appear to be any consistent standard of home support services provided. Some seniors wishing to remain in their home did not have the home structure to allow for needed specialized equipment.

Recommendations:

- Government home care providers and community and private home support program managers need to come together to discuss and clarify roles, range of services they provide, standards for those services, related costs and access options.
- Providers of home care and home support need to better coordinate services to seniors for more efficient use of limited resources, providing a menu of services with individual pricing so the senior is only paying for what is needed.
- Educate seniors on home care and home support service options, costs, access options, standards of care and how to advocate should they not be provided for.
- Advocate to Alberta Seniors and Community Supports Minister for increased funding to subsidize low income seniors' access to home support programs

Issue # 7: Housing has to be affordable

Regardless of whether seniors are able to remain in their own home or live in a collective dwelling situation, the cost of housing must be affordable with a reasonable amount leftover for other necessities.

Forty eight percent of seniors who rent their private dwelling pay more than 30% of their income on housing. Eighty eight percent of seniors renting in collective dwellings pay more than 30% of their income on housing.

Given that the life expectancy of seniors is longer, some seniors worried that there may not be enough investment in public pension plans to meet their needs in the future.

Seniors worry they will live longer than their money will last. Currently the public

subsidized lodges must allow a minimum of \$265/month leftover income for the senior to pay for phone, medication, cable, haircuts, gifts, recreation, podiatrist, transit, oxygen (an exception charged only for at the Pines Lodge), holidays, private home support, lifeline, housekeeping, scooter, and any other personal needs. Most seniors in the focus groups told us this was insufficient.

“What if I outlive my savings and the government pension is not enough for my needs?” (Focus group participant)

Recommendations:

- Advocate to the Alberta Seniors and Community Supports Minister for a higher income threshold level for seniors to be eligible to receive Alberta Seniors Benefit.
- Advocate to the Alberta Seniors and Community Supports Minister for an increase in minimum monthly income leftover for low and moderate income seniors for their spending (currently at \$265) after accommodation costs are paid along with advocacy for an increase in pensions to ensure public supportive living facilities are financially feasible.
- Advocate for an increase in Alberta Seniors grant.
- Educate seniors on the appeal process for government grants and subsidies.
- Advocate for a “Market Basket Measure” to be used in assessing sufficient income to meet needs.
- Increase opportunities for seniors and older adults to access basic and unbiased one-on-one retirement planning information on housing options, home care and supports, how to have a quality of life and budgeting for their needs as they age.

RESEARCH LIMITATIONS

One challenge for this research study was the lack of an adequate seniors' database at The City of Red Deer that conforms to ethical, privacy, and confidentiality guidelines to be used for the research. To overcome this, the distribution of surveys was done through the membership list of four local senior-serving organizations. To ensure the study design was relevant seniors were involved in the formulation of research goals, research questions, research design, and methodologies for the research.

Another challenge experienced by the research team was the timing and relative response of seniors. The month of December saw little or no registration of seniors for some of the focus groups, leading to a rescheduling of the focus group discussions. To increase the response rate, the research team actively sought greater involvement and engagement of seniors and other stakeholders (intended users of research findings) throughout the various stages of the research process.

Another limitation relates to scope and definition of certain key concepts used in seniors housing and supports. This study revealed several differences in each organization's definition of appropriate housing and support systems. For instance, some organizations used the level of support to define housing type while others used the housing type to define the level of support required. At the same time the conceptual framework used for this study could not accommodate these differences, making it difficult to present an inventory of housing programs and services as well as the waiting list for the programs and support systems in Red Deer.

CONCLUSION

Seniors are living longer and often with more complex needs. As a result, there is a greater diversity of needs and a changing standard of housing and care needed. Society has different norms or lifestyles now: families live farther apart, grandparents no longer live with family, and seniors do not want to be a burden to family. This is occurring at a time when the systems that support senior housing and care needs are in flux. In conducting this study, we became aware of changing terminology, changing roles, changing housing options, changes in funder mandates and responsibilities. All this leads to a more complex system for seniors and their families to navigate, and more complexities in how providers give adequate, effective care.

According to senior participants housing must be:

- Physically well designed
- Suitable
- Affordable

- With the existence of health and social support services as required to facilitate the maintenance of daily living, and
- Accessibility to community services (medical, recreation, banking and shopping) to enhance wellbeing.

Key recommendation areas included a need for more coordination between providers of home care and home supports, more senior friendly design in facilities and better communication of housing and care options. All study participants acknowledged the need for more senior supportive and assisted living spaces within Red Deer and some mentioned the need for more mental health service provision. Advocacy is recommended regarding the cost of housing and supports. Budget planning is recommended for those seniors concerned they may outlive their savings and pensions. Seniors clearly want a voice in future planning and in decisions that impact them.

A strong theme throughout the study was that seniors were overwhelmingly grateful to be asked for their opinion. It is the authors' intention to continue to involve Red Deer seniors as we present the results of the study and support the implementation of the recommendations.

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APPENDICES:

A – *Summary of Observation Tour* – please see the Appropriate Seniors’ Housing Research Report for this detail.

B – *Inventory of Red Deer Supportive and Assisted Living Options* – please see the Golden Circle Resource Centre for an up to date listing of housing options, called the “Central Alberta Seniors Housing Directory”. It is also available on their website at:
<http://www.goldencircle.ca/seniorhousing.htm>

Comments:

I support the recommendation of the Seniors' Housing Advisory Committee.

"Craig Curtis"
City Manager

DATE: November 16, 2010
TO: Linda Healing, Supervisor Community Development
Franklin Kutuadu, Researcher
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Appropriate Seniors' Housing Report

Reference Report:

Supervisor Community Development and Community Researcher, dated November 3, 2010

Resolutions:

"**Resolved** that Council of The City of Red Deer having considered the report from the Supervisor Community Development and the Community Researcher dated November 3, 2010 re: Appropriate Seniors' Housing, hereby accepts the Appropriate Seniors' Housing Executive Report as a tool to be used for advocacy, planning and influencing the decision making regarding seniors' housing in Red Deer in the future and that The City's role be further identified through Council's prioritization process."

Report Back to Council: No

Comments/Further Action:

This office will forward this decision to Communications & Strategic Planning and Corporate Services for inclusion on the January 27, 2011, Prioritization Workshop agenda.



Elaine Vincent
Legislative & Governance Services Manager

- c Director of Community Services
- Scott Cameron, Social Planning Manager
- Julia Harvie-Shemko, Communications & Strategic Planning Manager
- Lisa Marie Perkins, Corporate Divisional Strategist



Submission Request For Inclusion on a Council Agenda

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

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

CONTACT INFORMATION	
Name of Report Writer:	Franklin Kutuadu and Linda Healing
Department & Telephone Number:	Social Planning: 403.356.8931 and 403.342.8342
REPORT INFORMATION	
Preferred Date of Agenda:	November 15, 2010
Subject of the Report (provide a brief description)	Seniors Appropriate Housing – This is a report on research conducted (fall 2009 to spring 2010) with input from 410 seniors and numerous service providers in Red Deer regarding the current housing situation for seniors. We have discovered things that are working and not working, and have made recommendations to improve the situation.
Is this Time Sensitive? Why?	Yes, we have a commitment to our Federal Funder, New Horizons, to complete the report and spend the monies on a community report-back session before 2011. We'd like Council to have the opportunity to understand the findings and recommendations before it goes to our Honorable MLA and Minister of Seniors and Community Supports, Mary Anne Jablonski; and, then to the broader community.
What is the Decision/Action required from Council?	None – it is for their information only. Council may provide direction/support to staff re: implementation of recommendations, or they may be interested in doing advocacy as part of their role.
Please describe Internal/ External Consultation, if any.	As above with external senior citizens. There was also a community based "Seniors Appropriate Housing Committee" advising us throughout the research process and reporting.
Is this an In-Camera item?	No
How does the Report link to the Strategic Plan and other existing Plans & Policies?	
<p><u>Strategic Plan Goal:</u> Be Authentic Objective COMM1 Ensure community engagement is strategic, purposeful and value added in assisting us with our decision making. Strategy: COMM1.2 Use community development practices to allow citizens to provide leadership in their neighborhoods and community.</p> <p>"Red Deer at 300,000" mentions quality of life for this growing demographic group. Seniors are currently at 10% of our population, and this is expected to double by the year 2030.</p>	
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe.	
No – no legal issues apparent.	
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe.	
No – this report is part of Social Planning's service plan to have staff facilitate community partners to explore and implement recommendations made in the report.	
Presentation: (10 Min Max.)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Presenter Name and Contact Information: Franklin Kutuadu and Linda Healing – as above

COMMUNITY IMPACT		
Should External Stakeholder(s) be advised of the Agenda item? (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address)		
MLA's, Central AB Council on Aging. Social Planning will invite members of the Seniors Appropriate Housing Committee.		
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY		
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC (Please circle those that apply)		
CLT When/describe: _____	City Manager Briefings When/Describe: _____	Board(s) / Committee(s) When/Describe: _____
Do we need Communications Support?		<input type="checkbox"/> YES <input type="checkbox"/> NO

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

- speaks as chair

→ community based report.

→ make sure this is

ORIGINAL



Legislative & Governance Services

DATE: November 3, 2010
TO: Craig Curtis, City Manager
FROM: Linda Healing, Supervisor Community Development
Franklin Kutuadu, Researcher
SUBJECT: Appropriate Seniors' Housing

History

A provincial consultation in 2006 prompted community involvement to further explore seniors' issues. Social Planning facilitated a session in August 2007 with local seniors and service providers resulting in 9 areas of concern; the top two concerns were transportation and housing.

Since Red Deer's senior population is expected to grow from the current 9.8% of the population¹ to 14.5% by 2026², the seniors' housing report will provide timely information for meeting the expected increase in needs and services for housing and housing related supports for seniors.

Discussion

Council for The City of Red Deer is asked to review the findings and recommendations of the Appropriate Seniors' Housing Executive Report in order to use the information internally for decision making that impacts seniors; and externally, to advocate regarding seniors' housing needs in the future.

Recommendation

That Council accepts the Appropriate Seniors' Housing Executive Report for information to be used for advocacy and influencing the decision making regarding seniors' housing in Red Deer in the future.



Linda Healing
Supervisor Community Development



Franklin Kutuadu
Social Planning Researcher



Scott Cameron
Social Planning Manager

¹ Statistics Canada. (2007). Portrait of the Canadian Population in 2006, by age and sex. 2006 Census catalogue no 97-551-XIE, Ottawa: Statistics Canada

² Government of Alberta (2009). Alberta and Census Division Population Projections, 2009 Update, Edmonton: available at <http://www.finance.alberta.ca/publications/statistics/automailouts/AlbertaPopulationProjectionsUpdate.aspx>

FILE COPY

Christine Kenzie

From: Elaine Vincent
Sent: September 27, 2010 2:27 PM
To: Christine Kenzie; Bev Greter
Subject: FW: Red Deer Seniors Appropriate Housing research

Elaine Vincent

Manager, Legislative and Governance Services
The City of Red Deer
Phone: 403-342-8134
Fax: 403-346-6195
elaine.vincent@reddeer.ca

From: Elaine Vincent
Sent: Monday, September 27, 2010 2:27 PM
To: Linda Healing
Cc: Scott Cameron; Colleen Jensen
Subject: RE: Red Deer Seniors Appropriate Housing research

Hi Linda...

If I understand this correctly, it is a 'community' project rather than a 'City' project... As such this should be reviewed in open Council with a summary report highlighting key findings... The moment it becomes a public document it can be shared with our MLA's... I would think that you would like a strong endorsement from City Council so you may want to hold off scheduling the MLA meeting portion till after this is scheduled with Council.

The next available date is November 1st but this meeting I believe is already pushing past full... Likely November 15th would be the suitable timeperiod for review with Council.

Will that work with your timetable ? If it is too late we can try for November 1st it will just be the first meeting of Council and the organizational meeting so it may be difficult for the necessary time to be granted to this important item.

Let me know what works for you and we will put a placeholder in the agenda for the right date.

Elaine

Elaine Vincent

Manager, Legislative and Governance Services
The City of Red Deer
Phone: 403-342-8134
Fax: 403-346-6195
elaine.vincent@reddeer.ca

2010/09/27

From: Linda Healing
Sent: Friday, September 24, 2010 3:13 PM
To: Elaine Vincent
Cc: Scott Cameron; Colleen Jensen
Subject: RE: Red Deer Seniors Appropriate Housing research

hi Elaine,

We've had our Seniors Housing Committee meeting this week to gather feedback on first draft report and expect to have two versions (a longer academic, policy foundational report; and a shorter plain language citizen version) ready by mid October.

Given that we are committed to our funder to host a public presentation by December first and we need to get it before Council and Mary Anne Jablonski prior, and with the election impacts on council calendar...I was wondering if we should schedule soon either:

1/ (what used to be called) a Topics presentation, or
2/ A FYI memo and executive summary report to council.

I will need to have council direction/support in meeting with Mary Anne, yes?

Take care,

Linda Healing, BA
Community Development Supervisor
Social Planning Dept, City of Red Deer
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street
Phone: 403-342-8342
Fax: 403-342-8222
linda.healing@reddeer.ca

“In every community, there is work to be done. In every nation, there are wounds to heal. In every heart, there is the power to do it.”

...Marianne Williamson

From: Colleen Jensen
Sent: August 31, 2010 3:53 PM
To: Linda Healing
Cc: Scott Cameron
Subject: RE: Red Deer Seniors Appropriate Housing research

yup

2010/09/27

Bev Greter

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

From: Linda Healing
Sent: Thursday, November 04, 2010 1:12 PM
To: Linda Healing; Bev Greter
Cc: Scott Cameron; Chayla VanKoughnett; Franklin Kutuadu
Subject: RE: NOv 15 Sr Housing agenda item
Attachments: 1043262 - Nov 3 2010 Council memo re Appropriate Seniors Housing - 1.DOC; 1035331 - Oct 15 2010 Sr Housing report request for inclusion on council agenda - 1.DOC

..and now actually with the files!

Members of our community advisory committee will be in attendance Nov 15th if you can book this early on agenda and let me know a more precise time asap, that'd be great! Thx Bev!

Take care,

Linda Healing, BA
Community Development Supervisor
Social Planning Dept, City of Red Deer
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Phone: 403-342-8342
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linda.healing@reddeer.ca

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..Marianne Williamson

From: Linda Healing
Sent: November 04, 2010 1:09 PM
To: Bev Greter
Cc: Scott Cameron; Chayla VanKoughnett; Franklin Kutuadu
Subject: NOv 15 Sr Housing agenda item

Bev,

Here's the request for inclusion form - approved; the draft memo - Scott to approve yet; and Chayla will email you the DM# for the Appropriate Srs Executive Report by 4:30 today hopefully when she is done final formatting.

Call my cell 403.896.8131 or email if any concerns - I am flexing Friday but at home.

1/4/2010

Take care,

Linda Healing, BA
Community Development Supervisor
Social Planning Dept, City of Red Deer
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street
Phone: 403-342-8342
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linda.healing@reddeer.ca

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..Marianne Williamson

Bev Greter

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

From: Elaine Vincent
Sent: Tuesday, September 28, 2010 4:14 PM
To: Christine Kenzie; Bev Greter
Cc: Lisa Perkins
Subject: FW: Sep 28, 2010 - Update from Elaine Vincent re: Social Planning/Council issues
 Please note for scheduling of Council items and activities...

Lisa note the proposed addition of an agenda item for the November advocacy meeting with the MLA's...

Elaine Vincent

Manager, Legislative and Governance Services
 The City of Red Deer
 Phone: 403-342-8134
 Fax: 403-346-6195
 elaine.vincent@reddeer.ca

From: Scott Cameron
Sent: Tuesday, September 28, 2010 3:10 PM
To: Linda Healing; Linda Boyd
Cc: Colleen Jensen; Elaine Vincent
Subject: Sep 28, 2010 - Update from Elaine Vincent re: Social Planning/Council issues

just finished meeting with Elaine about a number of items that we needed some Council interface. I will work from the notes I sent to Elaine and put the follow up from our meeting in red.

Hi Elaine -

There are a number of items that I would like to discuss with you from a timing and process perspective. Each of the items below have some level of City Manager/Council impact. We have some very strict timelines on some of these items and I want to be sure you have them on your radar screen.

FCSS Funding Model Implementation - the FCSS Board will be setting funding priorities for 2012-2014 this weekend and we will be making those priorities public in early October as we head into the second phase of the implementation. I would like to discuss the timelines for the FCSS Funding Model implementation and agree to those spots where we will be required to seek Council approval (from City and other municipal councils) before proceeding. The policy discussion that we had with Colleen is only one piece of this puzzle - and I can let you know where this appears to have landed. This entire project is highly time sensitive given that there is considerable process leading to a June 2011 set of funding decisions.

Following the FCSS Board retreat this weekend, the Board had suggested that we host a Council orientation night where all Council members from the six Partner Municipalities could learn and discuss collaboratively. Elaine and I looked at the City Council agenda for the next few months and agreed that the best night would probably be **December 7** - the regular meeting night for the FCSS Board. As communication with our MLAs was also something that we had discussed with the Board over a year ago, it was suggested that we also invite Cal, Mary Anne and Luke to this meeting. I think this makes it very manageable - we may need to consider meeting with the Board either before or after the information session.

As well, Elaine felt that a Council briefing note should be prepared on the FCSS Funding Model and implementation for the Council Orientation package. That briefing note will be required by October 8.

0/1/2010

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

From: Linda Healing
Sent: August 31, 2010 3:39 PM
To: Scott Cameron; Colleen Jensen
Cc: Franklin Kutuadu; Lisa Perkins
Subject: RE: Red Deer Seniors Appropriate Housing research

Absolutely - to council first, then Mary Anne, then public.

Take care,

Linda Healing, BA
Community Development Supervisor
Social Planning Dept, City of Red Deer
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street
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linda.healing@reddeer.ca

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...Marianne Williamson

From: Scott Cameron
Sent: August 31, 2010 2:07 PM
To: Colleen Jensen; Linda Healing
Cc: Franklin Kutuadu; Lisa Perkins
Subject: RE: Red Deer Seniors Appropriate Housing research

I agree. I did give Lisa the 'heads up' so that she has some background when we start to pursue this. When we've got this report ready to go to print and know when this might be made available to Council, then we'll start to put a meeting together with Mary Anne. Thanks, Colleen.

Scott Cameron, Manager
Social Planning Department
The City of Red Deer

Phone: (403) 342-8101
E-mail: scott.cameron@reddeer.ca

 Please consider the environment before printing this e-mail and/or attachments.

From: Colleen Jensen
Sent: August 31, 2010 1:56 PM
To: Linda Healing; Scott Cameron
Cc: Franklin Kutuadu

2010/09/27

Subject: RE: Red Deer Seniors Appropriate Housing research

I think we need to hold off on meeting with MaryAnne until we have a copy of the report in Council's hands. I would not want them to be taken by surprise by questions from MaryAnne. I don't think we need to send this to Craig.

cj

From: Linda Healing
Sent: August 30, 2010 4:32 PM
To: Scott Cameron; Colleen Jensen
Cc: Franklin Kutuadu
Subject: FW: Red Deer Seniors Appropriate Housing research

In case I forgot to frwd to you already...I'll let you decide whether to frwd this to Craig/Morris. We have no meeting date set yet.

Perhaps you can meet with Franklin and I Scott prior to me booking a meeting with Mary Anne to go over our key points?

Take care,

Linda Healing, BA
Community Development Supervisor
Social Planning Dept, City of Red Deer
Box 5008, Red Deer AB T4N 3T4

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Phone: 403-342-8342
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linda.healing@reddeer.ca

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...Marianne Williamson

From: Mary Anne Jablonski [mailto:MaryAnne.Jablonski@gov.ab.ca]
Sent: May 22, 2010 9:59 AM
To: Linda Healing
Subject: Re: Red Deer Seniors Appropriate Housing research

Thanks very much Linda. I look forward to meeting with you to discuss the findings. Please contact Darin for a date when we can meet. Hope you have a great weekend as well.

From: Linda Healing
To: Mary Anne Jablonski
Sent: Fri May 21 15:25:49 2010
Subject: Red Deer Seniors Appropriate Housing research
Hello Mary Anne,

2010/09/27

It was great to chat with you at the Minsters' luncheon May 6th at the Golden Circle – as a follow up to our conversation, I wanted provide background before we meet to share the results of our Red Deer Seniors Appropriate Housing research.

Franklin Kutuadu (Community Researcher) and I have completed this major research project as “housing” was one of the top two issues identified by Red Deer seniors at a Social Planning facilitated workshop in August 2007. We are pleased with an amazing response rate of 35% from seniors as survey respondents and have conducted many focus groups an “expert” observation tour and key informant interviews, bringing the total participation up to 413 seniors. Our last step now is to finish writing recommendations.

The research is guided by a community based "Senior Appropriate Housing Committee" that includes seniors, provincial government representatives, private and non profit housing representatives. We had ethical review and approval from Red Deer College prior to commencing the research. The Federal New Horizons program provided a grant of \$12,020 to conduct the research, along with donations in kind from the many partnered agencies and of course, our employer, the City of Red Deer.

We will forward you the final report, along with some potential meeting dates and times asap. Is a Friday still the best for you?

I suspect our findings will help to inform you as Minister of Seniors and Community Supports, and we are grateful for your interest in our work.

We'll talk again soon...have a good long weekend!

Take care,

Linda Healing, BA
Community Development Supervisor
Social Planning Dept, City of Red Deer
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street
Phone: 403-342-8342
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...Marianne Williamson

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2010/09/27

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**Assessment and Taxation Services**

DATE: November 1, 2010
TO: Craig Curtis, City Manager
FROM: Deb Stott, Controller – Property Taxation
SUBJECT: Tax Prepayment Bylaw Amendment (Bylaw 3208/98)

Current Situation

Bylaw (3208/98) otherwise known as the Tax Prepayment Bylaw currently consists of two prepayment plans:

- 1) Pre-authorized payment plan – or Tax Installment Plan which allows property owners to have monthly payments withdrawn from their bank account with out penalties or fees, and
- 2) A prepayment interest/discount incentive that is added to tax rolls that are not enrolled in the Tax Installment Plan where prepayments have been made to the tax account between January 1 and March 31. This interest/discount incentive is calculated at 4% per year from the date of payment, to the 30th day of June.

History

Sections 339 and 340 of the Municipal Government Act provide the legislative authority for municipalities to offer tax prepayment incentives and monthly tax installment plans. The Act indicates that these options are available at the discretion of council.

The last amendment to the tax prepayment bylaw was twelve years ago in 1998, when changes were made to the collection period of the tax installment plan. The current discount rate of 4% offered under the prepayment plan has not been adjusted since 1993.

Discussion

- The prepayment discount plan is not extensively used by taxpayers. In 2010 less than 1.1% (417 rolls) received the prepayment discount. In comparison the Tax Installment Plan is widely used with 34.6% (12,315) of taxpayers participating as of October 31, 2010.
- Review of the tax accounts receiving the 2010 prepayment discount, indicates that only 129 of these users can be classified as active users (owners who are purposely prepaying their taxes in order to earn the discount). The remainder of the discounts paid are the result of adjustments and small overpayments carried forward from prior years, many resulting in discount payments of less than one dollar. Only 4 rolls received discounts greater than \$100.00, the highest being \$1,389.81. The majority (280) of discounts given were less than \$10.00 per roll.
- The current interest rate paid by banking institutions on savings accounts varies between 0.25% and 1.25%. The average earnings in short term investments held by the City is currently 0.63%. All of these rates are substantially lower than the 4% discount contained in the current bylaw.
- The MGA does not mandate a prepayment discount of taxes. This is an option that is available at the discretion of Council.
- In a recent survey carried out by Assessment and Taxation Services, six of the nine municipalities surveyed do *not* offer any form of prepayment discount. In particular, Calgary and Edmonton do not offer any prepayment discounts on property taxes. The few that do, only offer discounts ranging from 0.05% to 1.25%.
- The elimination of this program would result in an average annual cost saving of \$7,000.00.
- This has been identified as a potential cost saving measure being brought forward to council in the 2011 Assessment and Taxation Service Plan.

Recommendation:

Given the small number of property owners affected, the higher than market discount rate stipulated in the bylaw and the availability of the popular Tax Installment Plan, Assessment and Taxation Services is recommending that the prepayment interest/discount incentive plan be cancelled effective January 1, 2011. This would require the removal of paragraph 7(2) from the current bylaw. We request that Council consider 3 readings to the Tax Prepayment Bylaw Amendment 3208/A2010.



Deb Stott
Controller – Property Taxation
Assessment & Taxation Services



Joanne Parkin
Assessment & Taxation Manager
Assessment & Taxation Services

BYLAW NO 3208/A-2010

Being a bylaw to amend Bylaw 3208/98, The Tax Prepayment Bylaw of the City of Red Deer.

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

That Bylaw 3208/98 is hereby amended as follows:

1. Section 7 (2) is deleted and replaced with the following new section 7 (2):

7 (2) "A discount shall not be given for prepaid amounts of taxes."
2. In all other respects, Bylaw 3208/98 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this day of 2010.

READ A SECOND TIME IN OPEN COUNCIL this day of 2010.

READ A THIRD TIME IN OPEN COUNCIL this day of 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2010.

MAYOR

CITY CLERK

Comments:

This is a logical change as The City is loosing money through this program. I support the recommendation of Administration.

“Craig Curtis”
City Manager

FILE COPY



Council Decision – November 15, 2010

DATE: November 16, 2010
TO: Debra Stott, Controller – Property Taxation
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Tax Prepayment Bylaw Amendment (Bylaw 3208/98)

Reference Report:

Controller – Property Taxation, dated November 1, 2010

Bylaw Readings:

At the Monday, November 15, 2010 Regular Council Meeting Bylaw Amendment 3208/A-2010 received first and second reading. A copy of the Bylaw is attached.

Report Back to Council: Yes

Comments/Further Action:

This item will be brought back to Council on November 29, 2010 for consideration of third reading.

A handwritten signature in black ink, appearing to read 'Elaine Vincent', written in a cursive style.

Elaine Vincent
Legislative & Governance Services Manager
/attach

- c. Corporate Services Director
Joanne Parkin, Revenue & Taxation Manager
Corporate Meeting Coordinator

BYLAW NO 3208/A-2010

Being a bylaw to amend Bylaw 3208/98, The Tax Prepayment Bylaw of the City of Red Deer.

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

That Bylaw 3208/98 is hereby amended as follows:

1. Section 7 (2) is deleted and replaced with the following new section 7 (2):

7 (2) "A discount shall not be given for prepaid amounts of taxes."
2. In all other respects, Bylaw 3208/98 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this 15 day of November 2010.

READ A SECOND TIME IN OPEN COUNCIL this 15 day of November 2010.

READ A THIRD TIME IN OPEN COUNCIL this day of November 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of November 2010.

MAYOR

CITY CLERK

ORIGINAL

	<h2 style="margin: 0;">Submission Request For Inclusion on a Council Agenda</h2>
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Requests to include a report on a Council Agenda must be received by 4:30pm on Monday (5 business days) prior to the scheduled meeting.

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

CONTACT INFORMATION		
Name of Report Writer:	Trista Mowat / Deb Stott	
Department & Telephone Number:	Assessment & Taxation 403-356-8941 / 403-342-8123	
REPORT INFORMATION		
Preferred Date of Agenda:	November 15, 2010	
Subject of the Report (provide a brief description)	Tax Prepayment Bylaw 3208/98 Amendment. A request to council to remove the 4% prepayment discount currently offered under this bylaw, by eliminating this program	
Is this Time Sensitive? Why?	Yes. The effective date for the recommended change is January 1, 2011. Adequate time is needed to effectively communicate this change to affected property owners	
What is the Decision/Action required from Council?	To amend bylaw 3208/98 by deleting section 7(2). This would eliminate the prepayment discount plan currently offered.	
Please describe Internal/ External Consultation, if any.		
Is this an In-Camera Item?	No.	
How does the Report link to the Strategic Plan and other existing Plans & Policies? SUST 4.2 – Take a longer range view to financial sustainability and, INN 1.2 – Ensure a balance of current and future services considering financial sustainability and capacity.		
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe. Department management did not feel Legal needed to be consulted as this amendment is simply removing a single section of an existing bylaw. The section being removed is described as optional at the discretion of Council in sections 339 & 340 of The Municipal Government Act.		
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe. This is a cost saving measure being brought forward to Council in the 2011 Assessment and Taxation Service Plan. In order to realize these savings in 2011 the bylaw needs to be amended prior to the end of 2010.		
Presentation: (10 Min Max.)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Presenter Name and Contact Information:
COMMUNITY IMPACT		
Should External Stakeholder(s) be advised of the Agenda item? (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address)		
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY		
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC (Please circle those that apply)		
CLT When/describe: _____	City Manager Briefings When/Describe: _____	Board(s) / Committee(s) When/Describe: _____

ORIGINAL



Assessment and Taxation Services

DATE: November 1, 2010
TO: Craig Curtis, City Manager
FROM: Deb Stott, Controller – Property Taxation
SUBJECT: Tax Prepayment Bylaw Amendment (Bylaw 3208/98)

Current Situation

Bylaw (3208/98) otherwise known as the Tax Prepayment Bylaw currently consists of two prepayment plans:

- 1) Pre-authorized payment plan – or Tax Installment Plan which allows property owners to have monthly payments withdrawn from their bank account with out penalties or fees, and
- 2) A prepayment interest/discount incentive that is added to tax rolls that are not enrolled in the Tax Installment Plan where prepayments have been made to the tax account between January 1 and March 31. This interest/discount incentive is calculated at 4% per year from the date of payment, to the 30th day of June.

History

Sections 339 and 340 of the Municipal Government Act provide the legislative authority for municipalities to offer tax prepayment incentives and monthly tax installment plans. The Act indicates that these options are available at the discretion of council.

The last amendment to the tax prepayment bylaw was twelve years ago in 1998, when changes were made to the collection period of the tax installment plan. The current discount rate of 4% offered under the prepayment plan has not been adjusted since 1993.

Discussion

- The prepayment discount plan is not extensively used by taxpayers. In 2010 less than 1.1% (417 rolls) received the prepayment discount. In comparison the Tax Installment Plan is widely used with 34.6% (12,315) of taxpayers participating as of October 31, 2010.
- Review of the tax accounts receiving the 2010 prepayment discount, indicates that only 129 of these users can be classified as active users (owners who are purposely prepaying their taxes in order to earn the discount). The remainder of the discounts paid are the result of adjustments and small overpayments carried forward from prior years, many resulting in discount payments of less than one dollar. Only 4 rolls received discounts greater than \$100.00, the highest being \$1,389.81. The majority (280) of discounts given were less than \$10.00 per roll.
- The current interest rate paid by banking institutions on savings accounts varies between 0.25% and 1.25%. The average earnings in short term investments held by the City is currently 0.63%. All of these rates are substantially lower than the 4% discount contained in the current bylaw.
- The MGA does not mandate a prepayment discount of taxes. This is an option that is available at the discretion of Council.
- In a recent survey carried out by Assessment and Taxation Services, six of the nine municipalities surveyed do *not* offer any form of prepayment discount. In particular, Calgary and Edmonton do not offer any prepayment discounts on property taxes. The few that do, only offer discounts ranging from 0.05% to 1.25%.
- The elimination of this program would result in an average annual cost saving of \$7,000.00.
- This has been identified as a potential cost saving measure being brought forward to council in the 2011 Assessment and Taxation Service Plan.

Recommendation:

Given the small number of property owners affected, the higher than market discount rate stipulated in the bylaw and the availability of the popular Tax Installment Plan, Assessment and Taxation Services is recommending that the prepayment interest/discount incentive plan be cancelled effective January 1, 2011. This would require the removal of paragraph 7(2) from the current bylaw. We request that Council consider 3 readings to the Tax Prepayment Bylaw Amendment 3208/A2010.



Deb Stott
Controller – Property Taxation
Assessment & Taxation Services



Joanne Parkin
Assessment & Taxation Manager
Assessment & Taxation Services

Bev Greter

From: Christine Kenzie
Sent: Thursday, October 28, 2010 2:46 PM
To: Trista Mowat
Cc: Deb Stott; Bev Greter
Subject: RE: November 15 Council Meeting

You will need to get all documentation to LGS by Friday, November 5th if possible to be included on the November 15th Council Agenda.

I will be away for the months of November and December. Please forward your documentation to Bev Greter - (phone 342-8201).

Thanks.

Christine Kenzie | Corporate Meeting Coordinator
Legislative & Governance Services | The City of Red Deer
D 403.356.8978 | F 403.346.6195
christine.kenzie@reddeer.ca

From: Trista Mowat
Sent: October 28, 2010 2:30 PM
To: Christine Kenzie
Cc: Deb Stott
Subject: November 15 Council Meeting

Good afternoon Christine,

We were wondering if it was still possible to be added to the November 15 Council agenda. Joanne Parkin has indicated that she would like us to bring the amendment to the Tax Prepayment Bylaw 3208-98 back to council as soon as possible. If you would please advise us of the available dates and associated deadlines we would greatly appreciate it.

Thank you,

Trista Mowat
Tax Collections Officer
The City of Red Deer
Ph: 403-356-8941
Fx: 403-342-8199

logical
change as
city is losing
money



DATE: November 4, 2010

TO: Craig Curtis, City Manager

FROM: Jordan Furness, Planner

SUBJECT: Land Use Bylaw Amendment 3357/T-2010 – 4419 55th St to expand the non-residential uses

History

An application for an amendment to the Land Use Bylaw (LUB) has been made from June Traptow, owner of 4419 55th Street to expand the non-residential uses allowed on her property in the existing building. The current tenants wish to move at the end of 2010 and there is a low probability that a different photography studio would wish to operate at the site

The site, shown on Figure 1 below, is zoned R1 – Residential (Low Density) with a site exception for the property that allows a photography studio in addition to the uses associated with an R1 Zone.



Background

Site History and Characteristics

- Site
 - Area: 0.315 acres
 - Parking: Minimum 10 spaces available
- Current Building
 - Constructed: 1952
 - Floor Area: 3519 ft² (Lower: 1400 ft², Middle: 675 ft², Upper: 1444 ft²)
- Prior Uses:
 - church;
 - nursery school;
 - funeral home; and
 - photography studio (since 1994)
- Adjacent Uses
 - North – C3 Commercial: Neighbourhood Convenience Store
 - Northeast – R2 (Medium Density) Residential: Single Detached Dwellings
 - East/South/West/Northwest – R1 (Low Density) Residential: Single Detached Dwellings
- Recent Land Use Bylaw Amendment History
 - 1994 – site exception allowing a photography studio was adopted by Council in February
 - 2004 – applicant applied to change zoning to C3 – Commercial (Neighbourhood Convenience) District. However, comments received during and following a public meeting indicated no neighbourhood support. Applicant then requested creation of a direct control district which was not supported by planning staff upon which time the applicant discontinued the rezoning application.
 - 2010 – Current application to expand site exception
- No Area Structure or Redevelopment Plan in place

Site exceptions

- Used in the LUB to allow additional uses on a parcel that does not fit a particular land use district.
- In this case, uses allowed by the R1 district are too limited, whereas changing it to a commercial land use district would make the allowable uses too broad.

Public Meetings (discussed below)

- April 22, 2010 (organized by applicant)
- Sep 14, 2010 (organized by planning department)

Discussion

Ms. Traptow convened a meeting on April 22, 2010 to discuss prospective uses for the site that would be acceptable and to gain an understanding of the neighbourhood concerns. Fifteen area residents attended the meeting or spoke to Ms. Traptow by phone.

The following concerns were identified by the neighbours:

- Traffic, noise, parking, types of vehicles, garbage, loitering,
- Prefer regular business hours 9 a.m. – 6 p.m.,
- Lowlight impact commercial uses,
- Prefer type of business with ½ hour appointments rather than a come and go type of business.

A list of the attendees' suggested uses is shown in Table 1 below in the left column. The right column indicates how those uses would be classified under the LUB. Several uses were excluded following a review of the Municipal Development Plan (MDP) because the MDP does not permit office uses to locate outside of the downtown. It was determined that because a majority of the community's acceptable uses were classified as "commercial service facility" that the site exception should include a modified form of the definition. In that case, the site exception would allow the uses highlighted in gray whereas the other uses could not be considered by the Development Authority. Additional uses, not listed, may be allowed provided they are acceptable to the community and comply with the site exception.

Table 1 – Neighbourhood Suggested Uses

Uses Suggested by Neighbours and Allowed with site exception	Land Use Bylaw Definition
Aesthetic Centre/Spa/Tanning Salon	Commercial Service Facility
Assisted Living Facility	Allowed in R1 if in a single family dwelling
Bed & Breakfast	Allowed in R1 if meet LUB regulations
Claims Adjusters	Commercial Service Facility
Financial Planners	Commercial Service Facility
Hair Salon	Commercial Service Facility
Insurance	Commercial Service Facility
Massage Therapist	Commercial Service Facility
Photography studio	Allowed because specified in exception
Real Estate Agency	Commercial Service Facility
Commercial School ie. cooking, janitorial, safety, first aid, & office admin classes	Commercial Service Facility
Travel Agency	Commercial Service Facility
Fitness Centre with Weight Loss Clinic	Commercial Service Facility
Uses Suggested by Neighbours but <u>NOT</u> allowed with proposed site exception	Land Use Bylaw Definition
Accountant	Office
Appraisers	Office
Art Studio/Art Gallery (no retail sales & not their home)	Manufacturing
Chiropractor	Office
Church	Place of Worship
Consultants	Office
Counseling Centre/Psychologist/Psychiatrist (not drug and alcohol rehabilitation centre)	Office
Drafting	Office
Floral Shop	Retail Sales
Home Decorator/Interior Design (no retail sales)	Office
Lawyer	Office
Naturopath	Office

Optometrist	Office
Physiotherapist	Office

An open house organized by the City took place on September 14, 2010. Advertising occurred as follows:

- Notice mailed to neighbours within 100 metres of the site and the Waskasoo Community Association,
- Advertised in the Red Deer Advocate
- A news release was issued.

One of the display boards at the Open House showed Table 1 above and the majority of the written comments received relate to Table 1. There were 19 people who attended and 13 written responses were received. Responses are summarized along with staff comment in Appendix 1 with the original comments contained in Appendix 2.

There were 9 responses in support or in support subject to certain concerns being addressed at the development permit stage e.g. parking. There were 4 responses that were not in support primarily due to the suggestion from Planning staff that office uses should be excluded.

As a result of suggestions by the community, the site exception that had been initially proposed was amended to exclude the kenneling of animals and it was decided to include regulations that would limit the hours of operation, prohibit uses that would occur outside of the building and limit any use of 45th Ave.

Planning Analysis

There is no Area Structure Plan or Area Redevelopment Plan covering the subject site

The generalized Land Use Concept of the Municipal Development Plan (MDP) shows the site being identified for residential uses. However, the Land Use Concept is very high level. As a result, other, larger commercial uses are not shown as commercial such as those located in Deer Park, East Hill, Johnstone Crossing, Sunnybrook, Eastview among others.

- Policy 10.9 of the MDP encourages infill and intensification of established neighbourhoods through residential and mixed use infill projects. In this case, the intensity of the site's use/development is not changing substantially but the mix of uses is proposed to change subject to input from the neighbourhood.
- Policy 12.7 of the MDP encourages development of neighbourhood convenience commercial sites in select locations on major arterial and collector streets that minimize negative impacts on nearby residential uses but allows convenient access to neighbourhood patrons.
- Policy 12.4 of the Municipal Development Plan indicates that the Greater Downtown shall be the primary location for office space. The site falls outside of the Greater Downtown as indicated on the MDP Land Use Concept.

Community Service Facility is defined in the LUB as:

“a facility in which services are provided commercially to individuals, and without limiting the generality of the foregoing, may include:

- (a) services related to the care and appearance of the body such as a massage business, beauty shop, barber shop, tanning salon or fitness centre,
- (b) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet,
- (c) care of small animals such as a small animal veterinary clinic or dog grooming salon, or
- (d) financial or insurance services outlet, real estate agency, travel agency, commercial school or day care but does not include Office, Funeral Home, or Crematorium.”

The Planning staff feels that additional uses should be considered for the existing building that would be reasonably compatible with the surrounding residential neighbourhood. Based on concerns and input from the residents, it was felt best to use the “Community Service Facility” definition in the Land Use Bylaw with some specific considerations for the particular site was the best approach. Therefore:

The site exception should exclude uses that:

- would result in a high volume/turnover businesses e.g a dry cleaners;
- operate outside of normal business hours e.g. a laundromat;
- conduct regular activities outside of the building with the exception of parking e.g. kennel

The site exception should:

- not permit a new non-residential building to be constructed;
- include as many of the uses found acceptable by the neighbourhood at a meeting held April 22, 2010 while allowing consideration of additional commercial service facility uses not initially identified by the community;
- require all landowners within 100 metres and the respective community associations to receive details of any application being considered prior to a decision;
- enable the Development Authority to:
 - engage the community for their opinion on any use application
 - provide for limitations on the use to enable greater compatibility with the neighbourhood.
- allow conditions on any development permit to be imposed to ensure, as much as possible, that the use does not negatively impact on the neighbourhood. Some considerations are:

The site exception should prohibit:

- uses that would result in associated noises, and/or odours extending beyond the interior of the building
- outdoor storage or display of materials associated with the business
- uses that typically operate on a 24 hour basis
- uses that are likely to cause customers to park on or use 45th Avenue

Therefore, based on the consultation with the community, adhering to the Municipal Development Plan and staff comments the proposed site exception for 4419 55 St reads as follows:

On those sites, or portions thereof herein listed, the following uses may be **allowed as discretionary uses** in the existing structure only:

“(ii) A photography studio, Commercial Service Facility and related signage on Lot 7, Block E, Plan K9 (4419-55 Street) but not including the following:

(A) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet;

(B) kenneling of animals.

When considering the above uses, the Development Authority shall consider the need to impose such conditions as it deems necessary or appropriate, including conditions to:

- (A) prohibit uses that would result in associated noises, and/or odours extending beyond the interior of the building;
- (B) prohibit outdoor storage or display of materials associated with the business;
- (C) prohibit uses that operate outside the hours of 7:00 a.m. to 10:00 p.m.;
- (D) avoid the need for customers to park on 45th Avenue.

The Development Authority shall refer all applications for proposed new uses on this site to landowners within 100 metres of this site and to the applicable community associations, for comment.”

Alternatives

1. Council may choose to proceed with first reading to adopt Land Use Bylaw Amendment 3357/T-2010. This is the recommended course of action.
2. Council may choose to consider providing for a different range of uses. This may require a supplementary report. This course of action is not recommended for the reasons provided above.
3. Council may choose to refuse the application. This would restrict the site to residential uses, as per the R1 district or a photography studio. This course of action is not recommended for the reasons provided above.

Recommendation

Administration recommends that Council consider First Reading of proposed Land Use Bylaw Amendment 3357/T-2010.



Jordan Furness
Planner



Angus Schaffenburg, RPP, MCIP
Acting Manager, Planning Department

Appendix 1: Summary of Neighbourhood Concerns

Concern	Staff Comment
<p>Office Uses Preferred</p> <ul style="list-style-type: none"> • Office uses are generally favoured by the neighbourhood (<i>cited 4 times</i>) • The non-office uses in the CSF would create more traffic and noise than office uses • I am confused at the apparent overlap between what is office and what is commercial service facility e.g. financial planners, accountants and claims adjusters and appraisers • I would like to see it occupied by a professional service e.g. lawyer, accountant, appraiser, photographer • Allow more office uses • Best suited businesses – accountant, appraiser, lawyer are not allowed 	<p>Although the neighbourhood would prefer office uses, the Municipal Development Plan (sections 11.3, 12.4 & 12.6) indicate that office uses are to be concentrated in downtown or in planned major nodes</p>
<p>Specific Use Concerns</p> <p>No veterinary clinic or dog grooming because of potential for barking dogs (<i>cited 3 times</i>)</p>	<p>The site exception has been modified to specifically exclude dog grooming and kennels which could cause unacceptable levels of noise and/or activity to spill into the adjacent neighbourhood. There was not unanimous support to exclude veterinary clinics. Staff believes a small animal veterinary clinic could be acceptable subject to conditions restricting outdoor activities.</p>
<p>I oppose any use that would allow access on a 24 hour basis or run late into the evening (e.g. fitness centre, laundry outlet, evening school)</p>	<p>Staff does not support any uses that operate 24 hrs a day. The exception specifically excludes “cleaning and repair of personal effects” e.g. Laundromat and the Development Authority may attach hours of operation conditions to a Development Permit.</p>
<p>Do not allow real estate or insurance company</p>	<p>Based on neighbourhood feedback there is not unanimous support to specifically remove these uses at this time. Staff believes that these uses would not negatively affect the community because they have typical business hours and do not operate on a high volume/turnover basis</p>
<p>Day care is not appropriate bc it's too busy (me – plus morning/afternoon drop-off pickup traffic?)</p>	<p>Day care facility is a discretionary use</p>

	of the R1 District throughout the City
Onsite Parking, Noise and Appearance <ul style="list-style-type: none"> • Photography studio was quiet never parking or noise issues (<i>cited 2 times</i>) • Some concerns related to parking and noise (as did exist with previous funeral home use) • Not enough parking for a number of potential uses (hair salon, fitness centre, commercial school, massage therapist, financial planners, insurance, travel agency) 	Staff does not support relaxing parking requirements recognizing that extra parking would spill into the adjacent residential area. There is currently enough onsite parking to support a commercial use that occupies the entire floor area of the building. Funeral homes, which in the past caused parking issues, are not permitted.
<ul style="list-style-type: none"> • Concerned that a new owner would not respect the pride and effort of nearby residents take in their properties 	The City has a community standards bylaw that can address any resultant issues about site upkeep.
<ul style="list-style-type: none"> • No need to amend the bylaw because there is no benefit to the neighbourhood 	Not changing the site exception could mean the site remains vacant for a long period of time, which does not benefit the neighbourhood
Traffic <ul style="list-style-type: none"> • 45th Ave is too narrow to accommodate much more traffic than it has now • Need to ensure traffic is limited to 55th St only and does not go into lane or 45th Ave 	Staff would not support any entrances/exits onto 45 th Ave (none currently exist) and would encourage a circulation/parking plan that would ensure the only portion of the lane used would be to access 55 th .
<ul style="list-style-type: none"> • Commercial Service Facility definition (a, b, c) would increase traffic flow and negatively impact the neighbourhood • 55th st is already noisy/busy (<i>cited 2 times</i>) 	Staff does not support parking relaxations and the building may not be expanded therefore the increase in traffic should be minimal
Comments in Support of the Amendment <ul style="list-style-type: none"> • I would support a veterinary clinic (<i>cited 3 times</i>) • Allow more retail uses • I am pleased with the choices put forward • I do not have a serious problem with what you are doing • I am happy you are consulting the community. It is a prime location and has great effect on our neighbourhood • Commercial Service Facility (d) e.g. financial/insurance services should be discussed 	financial/insurance services may be allowed as a commercial service facility

Appendix 2 – Community Comments

See attached Comment Sheets,
Land Use Bylaw Amendment
3357/T-2010

Comment Sheet Land Use Bylaw Amendment

The City of Red Deer

Appendix 2
Community Comments

September 14, 2010

Name: _____

Address _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I find most of the neighbours suggested uses are more in line with what I would like to see here. It seems that less traffic & noise would be created by allowing these businesses to operate than the ones on the top allowed list. By traffic I mean people & vehicles.

3. Do you have any other comments regarding the proposed amendment?

The personal information on this form is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. It is used for the purpose of providing input and assisting in the evaluation of existing or proposed programs, services and/or plans in the City of Red Deer.

To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness
 Planner
jordan.furness@reddeer.ca
 ph. 403-406-8701
 fx. 403.342.8200
 Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name:

Address

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

Proposed uses listed under a, b and c would increase traffic flow and negatively impact the neighbourhood. Financial/insurance services under d should be discussed. Many of the uses that are defined as "office" such as accountant, appraisers, lawyer, naturopath, etc. would be better suited to this neighbourhood.

3. Do you have any other comments regarding the proposed amendment?

Many of my neighbours (including myself) have spent countless hours and thousands of dollars improving our yards and homes. We love our neighbourhood and are very proud of the trees and the home improvement projects. My concern is that a new owner (if the property were sold) would be able to disrupt this neighbourhood with an expanded land use capability.

The personal information on this form is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. It is used for the purpose of providing input and assisting in the evaluation of existing or proposed programs, services and/or plans in the City of Red Deer.

To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness

Planner

jordan.furness@reddeer.ca

ph. 403-406-8701

fx. 403.342.8200

Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Jordan Furness

From:**Sent:** September 27, 2010 10:16 AM**To:** Jordan Furness**Subject:** 4419 55 Street - Proposed Land Use Bylaw Amendment

Hi Jordan,

We briefly met a few weekends ago. I was doing some yard work to my property at 5339 45 Avenue when you came by to look at the Traptow Photography property.

It has been unfortunate that my schedule has not allowed me to attend any of the meetings regarding the future uses for the 4419 55 Street property. Being next door to this property, any changes would affect me the most.

I purchased this house a little over a year ago. I was drawn to this home because of the mature quiet neighbourhood. The photography studio next door has been an ideal business to have as a neighbour - very quiet and minimal traffic.

I am strongly opposed to any commercial service that would have public access to the building on a 24 hour basis or operate under late hours that would run into the evening (ie fitness centre, laundering outlet, evening school). The thought of a veterinary clinic or dog grooming business also upsets me as I imagine the constant noise of dogs barking.

I would like to see this building occupied by a professional service - lawyer, accountant, appraiser or photographer.

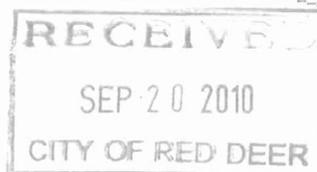
I am against the re-zoning for 4419 - 55th Street.

[This message has been scanned for security content threats and viruses.]

[The City of Red Deer I.T. Services asks that you please consider the environment before printing this e-mail.]

Comment Sheet Land Use Bylaw Amendment

The City of Red Deer



September 14, 2010

Name: _____

Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few - more uses should be allowed
- b) just right
- c) too many - less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I AM CONFUSED AS TO REASON(S) WHY SOME USES ARE CLASSIFIED AS OFFICE UNDER LUB &
 OTHERS WHO APPEAR TO BE SIMILAR ARE NOT. E.G: FINANCIAL PLANNERS AND
 ACCOUNTANTS, AND CLAIMS ADJUSTERS AND APPRAISERS.

3. Do you have any other comments regarding the proposed amendment?

The personal information on this form is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. It is used for the purpose of providing input and assisting in the evaluation of existing or proposed programs, services and/or plans in the City of Red Deer.

To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness
 Planner
jordan.furness@reddeer.ca
 ph. 403-406-8701
 fx. 403.342.8200
 Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: _____

Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right – with reservations
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I have some reservations about the proposed uses – concerns mostly relating to parking and noise. If the proposed use would involve parking overflow into the surrounding neighbourhood it will create problems – as did the General home that preceded Frapton Photography. 45th avenue is far too narrow to accommodate

3. Do you have any other comments regarding the proposed amendment?

much more traffic than it has now.

I appreciate that many "office uses" were not considered however that type of use was generally favored by the neighbourhood. Hopefully some sort of accommodation can be found to solve the issue. If the traffic is restricted to 55th Street it is unlikely to cause problems, but if it flows into the alley or the surrounding streets it will create many problems. Thanks

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The City of Red Deer

September 14, 2010

Name: _____

Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

DO NOT HAVE AN SERIOUS PROBLEMS
WITH WHAT YOU ARE DOING

3. Do you have any other comments regarding the proposed amendment?

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Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

3. Do you have any other comments regarding the proposed amendment?

I am very happy that you are consulting with the community. It is a very prime location and has great effect on our neighbourhood.

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Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: _____

Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

Too much traffic and not enough parking for uses as
 Hair Salon, Fitness Center, Commercial School, Massage therapist
 Financial Planners, Insurance, Travel agency.

3. Do you have any other comments regarding the proposed amendment?

There is no need to amend the bylaw because
 there is no benefit to the neighborhood

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Comment Sheet Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: _____

Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I am pleased with your choice of businesses put forward. It is good that it is restricted. Use for small animal business will add a good service to Windlea and Elstobasco communities. There are a lot of seniors here, ~~to~~ who won't have to travel far.

3. Do you have any other comments regarding the proposed amendment?

I don't think Real Estate and Insurance Co. are that welcome and would not include them.

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Please submit your comments by September 27, 2010



Comment Sheet Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name:

Address

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

3. Do you have any other comments regarding the proposed amendment?

I HAVE NO PROBLEM WITH A VETINARY CLINIC BEING ESTABLISHED HERE.

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Please submit your comments by September 27, 2010



Comment Sheet Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name:	
Address:	

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

It was mentioned that there might be a possible application for a Vet. Clinic and I would have no problem with that. I would welcome a business like that in Woodlee.

3. Do you have any other comments regarding the proposed amendment?

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Comment Sheet Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: _____

Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

There should be an allowance for more office / retail designated uses

3. Do you have any other comments regarding the proposed amendment?

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Please submit your comments by September 27, 2010

Sent: September 13, 2010 8:49 PM
To: Jordan Furness
Subject: Proposed Land Use Bylaw Amendment - 4419 55 Street - Traptow Photography

Attention: Jordan Furness
 Planner
 City of Red Deer

With regard to the above mentioned amendment for Traptow Photography to adjust the zoning from R1 to something other:

We have lived in Woodlea (5337 45 Avenue, two houses south of Traptow's) since 1988. The Photography studio has always been very quiet and never ever an issue of parking or noise.

55th Street is a major route with heavy traffic from every vehicle allowed on city streets from motorcycles to large trucks. Any change in the zoning to allowing any Commercial Service Facility with amendments would only increase the traffic and noise. The Land Use Bylaw definition of commercial service facility has a range of services that we do not feel are not acceptable in a residential (low density) area such as care of small animals or small animal veterinary clinic or dog grooming salon. Also a day care facility would be out of the question being the high traffic area that it is.

It appears that the most suited businesses for the location such as Accountant, Appraiser, or Lawyer are not allowed with proposed amendment, therefore we are against any re-zoning.

Two comment sheets submitted by owners from the same property

Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

YOUR ALLOWED LIST AND NOT ALLOWED LIST ARE UPSIDE DOWN

3. Do you have any other comments regarding the proposed amendment?

*I WANT NO CHANGE TO THE ZONING
IT SHOULD BE OFFICE ONLY*

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Please submit your comments by September 27, 2010



BYLAW NO. 3357/T -2010

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

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

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

- 1 Subsection 8.22(1)(f)(ii) is deleted and replaced with the following new subsection 8.22(1)(g)(ii):

“(ii) A photography studio, Commercial Service Facility and related signage on Lot 7, Block E, Plan K9 (4419-55 Street) but not including the following:

- (A) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet;
- (B) kenneling of animals;

When considering the above uses, the Development Authority shall consider the need to impose such conditions as it deems necessary or appropriate, including conditions to:

- (A) prohibit uses that would result in associated noises, and/or odours extending beyond the interior of the building;
- (B) prohibit outdoor storage or display of materials associated with the business;
- (C) prohibit uses that operate outside the hours of 7:00 a.m. to 10:00 p.m.;
- (D) avoid the need for customers to park on 45th Avenue.

The Development Authority shall refer all applications for proposed new uses on this site to landowners within 100 metres of this site and to the applicable community associations, for comment.”

2. The “Land Use District Map N15 and N16” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the attached Land Use District Map 17-2010.

READ A FIRST TIME IN OPEN COUNCIL this day of 2010.
READ A SECOND TIME IN OPEN COUNCIL this day of 2010.
READ A THIRD TIME IN OPEN COUNCIL this day of 2010.
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2010.

MAYOR

CITY CLERK



Proposed Amendment to Land Use Bylaw 3357/2006



Change District from:



R1 f(ii) to R1 g(ii)

Affected Districts:

RI - Residential (Low Density) District

Proposed Amendment

Map: 17-2010

Bylaw: 3357/T-2010

Date: July 14, 2010



Proposed Amendment to Land Use Bylaw 3357/2006



Change District from:



R1 f(ii) to R1 g(ii)

Affected Districts:

RI - Residential (Low Density) District

Proposed Amendment

Map: 17-2010

Bylaw: 3357/T-2010

Date: July 14, 2010

Comments:

I support the need to find acceptable alternative uses for this property. Therefore, I recommend that this proposal be given First Reading and that community response can be gauged at a Public Hearing.

“Craig Curtis”
City Manager

FILE COPY



Council Decision – November 15, 2010

DATE: November 16, 2010
TO: Jordan Furness, Planner
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Land Use Bylaw Amendment 3357/T-2010 – 4915 55 Street to expand non-residential uses

Reference Report:

Planner, dated November 4, 2010

Bylaw Readings:

Land Use Bylaw Amendment 3357/T-2010 received first reading at the November 15, 2010 Regular Council Meeting. A copy of the Bylaw is attached.

Report Back to Council: Yes

Comments/Further Action:

Land Use Bylaw Amendment 3357/T-2010 allows for the expansion of the non-residential uses allowed on the property in the existing building. Land Use Bylaw Amendment 3357/T-2010 is to be advertised and brought back to Council on December 13, 2010 for consideration of second and third reading.

A handwritten signature in black ink, appearing to read 'Elaine Vincent', written in a cursive style.

Elaine Vincent
Legislative & Governance Services Manager
/attach

- c. Director of Planning Services
Angus Schaffenburg, Acting Manager Planning department
Corporate Meeting Coordinator

BYLAW NO. 3357/T -2010

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

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- 1 Subsection 8.22(1)(f)(ii) is deleted and replaced with the following new subsection 8.22(1)(g)(ii):

“(ii) A photography studio, Commercial Service Facility and related signage on Lot 7, Block E, Plan K9 (4419-55 Street) but not including the following:

- (A) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet;
- (B) kenneling of animals;

When considering the above uses, the Development Authority shall consider the need to impose such conditions as it deems necessary or appropriate, including conditions to:

- (A) prohibit uses that would result in associated noises, and/or odours extending beyond the interior of the building;
- (B) prohibit outdoor storage or display of materials associated with the business;
- (C) prohibit uses that operate outside the hours of 7:00 a.m. to 10:00 p.m.;
- (D) avoid the need for customers to park on 45th Avenue.

The Development Authority shall refer all applications for proposed new uses on this site to landowners within 100 metres of this site and to the applicable community associations, for comment.”

2. The “Land Use District Map N15 and N16” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the attached Land Use District Map 17-2010.

READ A FIRST TIME IN OPEN COUNCIL this 15 day of November 2010.

READ A SECOND TIME IN OPEN COUNCIL this day of 2010.

READ A THIRD TIME IN OPEN COUNCIL this day of 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2010.

MAYOR

CITY CLERK



Change District from:



R1 f(ii) to R1 g(ii)

Affected Districts:

RI - Residential (Low Density) District

Proposed Amendment

Map: 17-2010

Bylaw: 3357/T-2010

Date: July 14, 2010

DATE: November 4, 2010

TO: Craig Curtis, City Manager

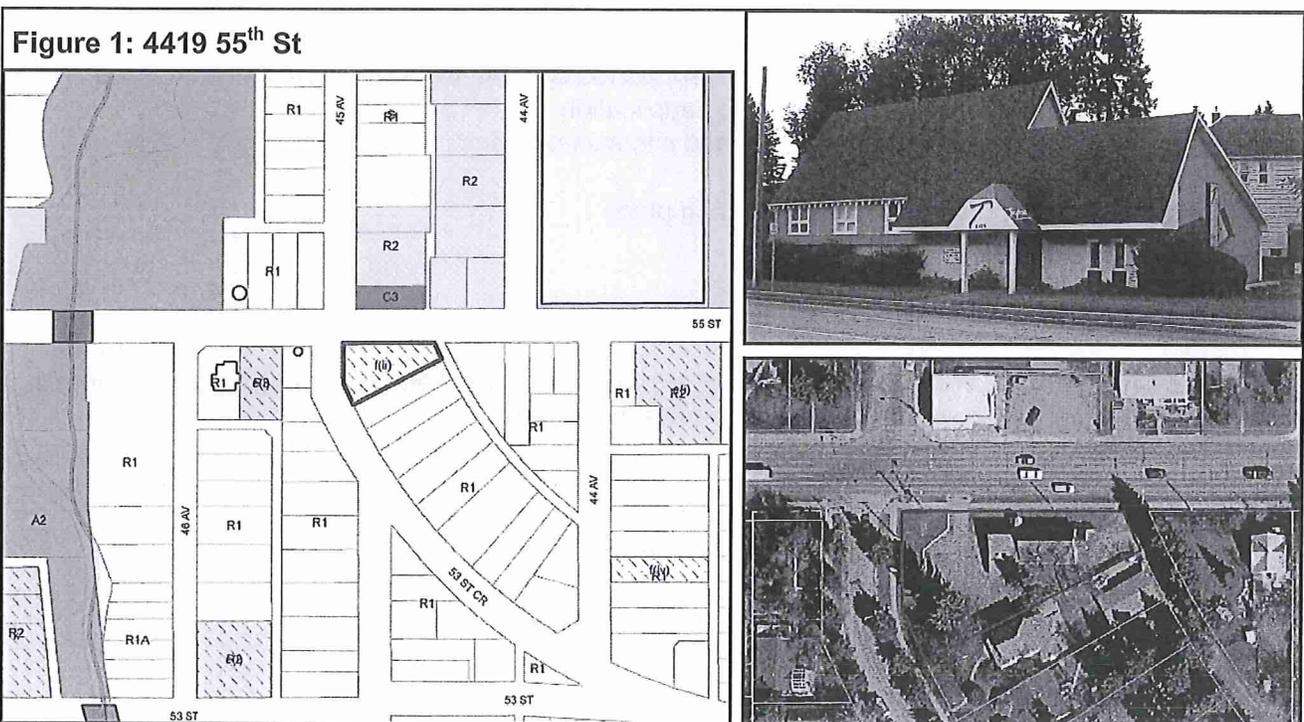
FROM: Jordan Furness, Planner

SUBJECT: Land Use Bylaw Amendment 3357/T-2010 – 4419 55th St to expand the non-residential uses

History

An application for an amendment to the Land Use Bylaw (LUB) has been made from June Traptow, owner of 4419 55th Street to expand the non-residential uses allowed on her property in the existing building. The current tenants wish to move at the end of 2010 and there is a low probability that a different photography studio would wish to operate at the site

The site, shown on Figure 1 below, is zoned R1 – Residential (Low Density) with a site exception for the property that allows a photography studio in addition to the uses associated with an R1 Zone.



Background

Site History and Characteristics

- Site
 - Area: 0.315 acres
 - Parking: Minimum 10 spaces available
- Current Building
 - Constructed: 1952
 - Floor Area: 3519 ft² (Lower: 1400 ft², Middle: 675 ft², Upper: 1444 ft²)
- Prior Uses:
 - church;
 - nursery school;
 - funeral home; and
 - photography studio (since 1994)
- Adjacent Uses
 - North – C3 Commercial: Neighbourhood Convenience Store
 - Northeast – R2 (Medium Density) Residential: Single Detached Dwellings
 - East/South/West/Northwest – R1 (Low Density) Residential: Single Detached Dwellings
- Recent Land Use Bylaw Amendment History
 - 1994 – site exception allowing a photography studio was adopted by Council in February
 - 2004 – applicant applied to change zoning to C3 – Commercial (Neighbourhood Convenience) District. However, comments received during and following a public meeting indicated no neighbourhood support. Applicant then requested creation of a direct control district which was not supported by planning staff upon which time the applicant discontinued the rezoning application.
 - 2010 – Current application to expand site exception
- No Area Structure or Redevelopment Plan in place

Site exceptions

- Used in the LUB to allow additional uses on a parcel that does not fit a particular land use district.
- In this case, uses allowed by the R1 district are too limited, whereas changing it to a commercial land use district would make the allowable uses too broad.

Public Meetings (discussed below)

- April 22, 2010 (organized by applicant)
- Sep 14, 2010 (organized by planning department)

Discussion

Ms. Traptow convened a meeting on April 22, 2010 to discuss prospective uses for the site that would be acceptable and to gain an understanding of the neighbourhood concerns. Fifteen area residents attended the meeting or spoke to Ms. Traptow by phone.

The following concerns were identified by the neighbours:

- Traffic, noise, parking, types of vehicles, garbage, loitering,
- Prefer regular business hours 9 a.m. – 6 p.m.,
- Lowlight impact commercial uses,
- Prefer type of business with ½ hour appointments rather than a come and go type of business.

A list of the attendees' suggested uses is shown in Table 1 below in the left column. The right column indicates how those uses would be classified under the LUB. Several uses were excluded following a review of the Municipal Development Plan (MDP) because the MDP does not permit office uses to locate outside of the downtown. It was determined that because a majority of the community's acceptable uses were classified as "commercial service facility" that the site exception should include a modified form of the definition. In that case, the site exception would allow the uses highlighted in gray whereas the other uses could not be considered by the Development Authority. Additional uses, not listed, may be allowed provided they are acceptable to the community and comply with the site exception.

Table 1 – Neighbourhood Suggested Uses

Uses Suggested by Neighbours and Allowed with site exception	Land Use Bylaw Definition
Aesthetic Centre/Spa/Tanning Salon	Commercial Service Facility
Assisted Living Facility	Allowed in R1 if in a single family dwelling
Bed & Breakfast	Allowed in R1 if meet LUB regulations
Claims Adjusters	Commercial Service Facility
Financial Planners	Commercial Service Facility
Hair Salon	Commercial Service Facility
Insurance	Commercial Service Facility
Massage Therapist	Commercial Service Facility
Photography studio	Allowed because specified in exception
Real Estate Agency	Commercial Service Facility
Commercial School ie. cooking, janitorial, safety, first aid, & office admin classes	Commercial Service Facility
Travel Agency	Commercial Service Facility
Fitness Centre with Weight Loss Clinic	Commercial Service Facility
Uses Suggested by Neighbours but <u>NOT</u> allowed with proposed site exception	Land Use Bylaw Definition
Accountant	Office
Appraisers	Office
Art Studio/Art Gallery (no retail sales & not their home)	Manufacturing
Chiropractor	Office
Church	Place of Worship
Consultants	Office
Counseling Centre/Psychologist/Psychiatrist (not drug and alcohol rehabilitation centre)	Office
Drafting	Office
Floral Shop	Retail Sales
Home Decorator/Interior Design (no retail sales)	Office
Lawyer	Office
Naturopath	Office

Optometrist	Office
Physiotherapist	Office

An open house organized by the City took place on September 14, 2010 and was organized by The City. Advertising occurred as follows:

- Notice mailed to neighbours within 100 metres of the site and the Waskasoo Community Association,
- Advertised in the Red Deer Advocate
- A news release was issued.

One of the display boards at the Open House showed Table 1 above and the majority of the written comments received relate to Table 1. There were 19 people who attended and 13 written responses were received. Responses are summarized along with staff comment in Appendix 1 with the original comments contained in Appendix 2.

There were 9 responses in support or in support subject to certain concerns being addressed at the development permit stage e.g. parking. There were 4 responses that were not in support primarily due to the suggestion from Planning staff that office uses should be excluded.

As a result of suggestions by the community, the site exception that had been initially proposed was amended to exclude the kenneling of animals and it was decided to include regulations that would limit the hours of operation, prohibit uses that would occur outside of the building and limit any use of 45th Ave.

Planning Analysis

There is no Area Structure Plan or Area Redevelopment Plan covering the subject site

The generalized Land Use Concept of the Municipal Development Plan (MDP) shows the site being identified for residential uses. However, the Land Use Concept is very high level. As a result, other, larger commercial uses are not shown as commercial such as those located in Deer Park, East Hill, Johnstone Crossing, Sunnybrook, Eastview among others.

- Policy 10.9 of the MDP encourages infill and intensification of established neighbourhoods through residential and mixed use infill projects. In this case, the intensity of the site's use/development is not changing substantially but the mix of uses is proposed to change subject to input from the neighbourhood.
- Policy 12.7 of the MDP encourages development of neighbourhood convenience commercial sites in select locations on major arterial and collector streets that minimize negative impacts on nearby residential uses but allows convenient access to neighbourhood patrons.
- Policy 12.4 of the Municipal Development Plan indicates that the Greater Downtown shall be the primary location for office space. The site falls outside of the Greater Downtown as indicated on the MDP Land Use Concept.

Community Service Facility is defined in the LUB as:

“a facility in which services are provided commercially to individuals, and without limiting the generality of the foregoing, may include:

- (a) services related to the care and appearance of the body such as a massage business, beauty shop, barber shop, tanning salon or fitness centre,
- (b) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet,
- (c) care of small animals such as a small animal veterinary clinic or dog grooming salon, or
- (d) financial or insurance services outlet, real estate agency, travel agency, commercial school or day care but does not include Office, Funeral Home, or Crematorium.”

The Planning staff feels that additional uses should be considered for the existing building that would be reasonably compatible with the surrounding residential neighbourhood. Based on concerns and input from the residents, it was felt best to use the “Community Service Facility” definition in the Land Use Bylaw with some specific considerations for the particular site was the best approach. Therefore:

The site exception should exclude uses that:

- would result in a high volume/turnover businesses e.g a dry cleaners;
- operate outside of normal business hours e.g. a laundromat;
- conduct regular activities outside of the building with the exception of parking e.g. kennel

The site exception should:

- not permit a new non-residential building to be constructed;
- include as many of the uses found acceptable by the neighbourhood at a meeting held April 22, 2010 while allowing consideration of additional commercial service facility uses not initially identified by the community;
- require all landowners within 100 metres and the respective community associations to receive details of any application being considered prior to a decision;
- enable the Development Authority to:
 - engage the community for their opinion on any use application
 - provide for limitations on the use to enable greater compatibility with the neighbourhood.
- allow conditions on any development permit to be imposed to ensure, as much as possible, that the use does not negatively impact on the neighbourhood. Some considerations are:

The site exception should prohibit:

- uses that would result in associated noises, and/or odours extending beyond the interior of the building
- outdoor storage or display of materials associated with the business
- uses that typically operate on a 24 hour basis
- uses that are likely to cause customers to park on or use 45th Avenue

Therefore, based on the consultation with the community, adhering to the Municipal Development Plan and staff comments the proposed site exception for 4419 55 St reads as follows:

On those sites, or portions thereof herein listed, the following uses may be **allowed as discretionary uses** in the existing structure only:

“(ii) A photography studio, Commercial Service Facility and related signage on Lot 7, Block E, Plan K9 (4419-55 Street) but not including the following:

- (A) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet;

(B) kenneling of animals.

When considering the above uses, the Development Authority shall consider the need to impose such conditions as it deems necessary or appropriate, including conditions to:

- (A) prohibit uses that would result in associated noises, and/or odours extending beyond the interior of the building;
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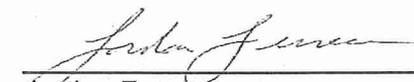
The Development Authority shall refer all applications for proposed new uses on this site to landowners within 100 metres of this site and to the applicable community associations, for comment.”

Alternatives

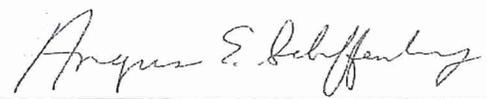
1. Council may choose to proceed with first reading to adopt Land Use Bylaw Amendment 3357/T-2010. This is the recommended course of action.
2. Council may choose to consider providing for a different range of uses. This may require a supplementary report. This course of action is not recommended for the reasons provided above.
3. Council may choose to refuse the application. This would restrict the site to residential uses, as per the R1 district or a photography studio. This course of action is not recommended for the reasons provided above.

Recommendation

Administration recommends that Council consider First Reading of proposed Land Use Bylaw Amendment 3357/T-2010.



Jordan Furness
Planner



Angus Schaffenburg, RPP, MCIP
Acting Manager, Planning Department

Appendix 1: Summary of Neighbourhood Concerns

Concern	Staff Comment
<p>Office Uses Preferred</p> <ul style="list-style-type: none"> • Office uses are generally favoured by the neighbourhood (<i>cited 4 times</i>) • The non-office uses in the CSF would create more traffic and noise than office uses • I am confused at the apparent overlap between what is office and what is commercial service facility e.g. financial planners, accountants and claims adjusters and appraisers • I would like to see it occupied by a professional service e.g. lawyer, accountant, appraiser, photographer • Allow more office uses • Best suited businesses – accountant, appraiser, lawyer are not allowed 	<p>Although the neighbourhood would prefer office uses, the Municipal Development Plan (sections 11.3, 12.4 & 12.6) indicate that office uses are to be concentrated in downtown or in planned major nodes</p>
<p>Specific Use Concerns</p> <p>No veterinary clinic or dog grooming because of potential for barking dogs (<i>cited 3 times</i>)</p>	<p>The site exception has been modified to specifically exclude dog grooming and kennels which could cause unacceptable levels of noise and/or activity to spill into the adjacent neighbourhood. There was not unanimous support to exclude veterinary clinics. Staff believes a small animal veterinary clinic could be acceptable subject to conditions restricting outdoor activities.</p>
<p>I oppose any use that would allow access on a 24 hour basis or run late into the evening (e.g. fitness centre, laundry outlet, evening school)</p>	<p>Staff does not support any uses that operate 24 hrs a day. The exception specifically excludes “cleaning and repair of personal effects” e.g. Laundromat and the Development Authority may attach hours of operation conditions to a Development Permit.</p>
<p>Do not allow real estate or insurance company</p>	<p>Based on neighbourhood feedback there is not unanimous support to specifically remove these uses at this time. Staff believes that these uses would not negatively affect the community because they have typical business hours and do not operate on a high volume/turnover basis</p>
<p>Day care is not appropriate bc it's too busy (me – plus morning/afternoon drop-off pickup traffic?)</p>	<p>Day care facility is a discretionary use</p>

	of the R1 District throughout the City
Onsite Parking, Noise and Appearance <ul style="list-style-type: none"> Photography studio was quiet never parking or noise issues (<i>cited 2 times</i>) Some concerns related to parking and noise (as did exist with previous funeral home use) Not enough parking for a number of potential uses (hair salon, fitness centre, commercial school, massage therapist, financial planners, insurance, travel agency) 	Staff does not support relaxing parking requirements recognizing that extra parking would spill into the adjacent residential area. There is currently enough onsite parking to support a commercial use that occupies the entire floor area of the building. Funeral homes, which in the past caused parking issues, are not permitted.
<ul style="list-style-type: none"> Concerned that a new owner would not respect the pride and effort of nearby residents take in their properties 	The City has a community standards bylaw that can address any resultant issues about site upkeep.
<ul style="list-style-type: none"> No need to amend the bylaw because there is no benefit to the neighbourhood 	Not changing the site exception could mean the site remains vacant for a long period of time, which does not benefit the neighbourhood
Traffic <ul style="list-style-type: none"> 45th Ave is too narrow to accommodate much more traffic than it has now Need to ensure traffic is limited to 55th St only and does not go into lane or 45th Ave 	Staff would not support any entrances/exits onto 45 th Ave (none currently exist) and would encourage a circulation/parking plan that would ensure the only portion of the lane used would be to access 55 th .
<ul style="list-style-type: none"> Commercial Service Facility definition (a, b, c) would increase traffic flow and negatively impact the neighbourhood 55th st is already noisy/busy (<i>cited 2 times</i>) 	Staff does not support parking relaxations and the building may not be expanded therefore the increase in traffic should be minimal
Comments in Support of the Amendment <ul style="list-style-type: none"> I would support a veterinary clinic (<i>cited 3 times</i>) Allow more retail uses I am pleased with the choices put forward I do not have a serious problem with what you are doing I am happy you are consulting the community. It is a prime location and has great effect on our neighbourhood Commercial Service Facility (d) e.g. financial/insurance services should be discussed 	financial/insurance services may be allowed as a commercial service facility

Appendix 2 – Community Comment

Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name:

Address

1. Do you consider the variety of uses that are proposed for the site:

a) too few – more uses should be allowed

b) just right

c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I find most of the neighbours suggested uses are more in line with what I would like to see here. It seems that less traffic & noise would be created by allowing these businesses to operate than the ones on the top allowed list. By traffic I mean people & vehicles.

3. Do you have any other comments regarding the proposed amendment?

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To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness

Planner

jordan.furness@reddeer.ca

ph. 403-406-8701

fx. 403.342.8200

Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: _____

Address _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

Proposed uses listed under a, b and c would increase traffic flow and negatively impact the neighbourhood. Financial/insurance services under d should be discussed. Many of the uses that are defined as "office" such as accountant, appraisers, lawyer, naturopath, etc. would be better suited to this neighbourhood.

3. Do you have any other comments regarding the proposed amendment?

Many of my neighbours (including myself) have spent countless hours and thousands of dollars improving our yards and lawns. We love our neighbourhood and are very proud of the trees and the home improvement projects. My concern is that a new owner (if the property were sold) would be able to disrupt this neighbourhood with an expanded land use capability.

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Please submit your comments by September 27, 2010

Jordan Furness

From:

Sent: September 27, 2010 10:16 AM

To: Jordan Furness

Subject: 4419 55 Street - Proposed Land Use Bylaw Amendment

Hi Jordan,

We briefly met a few weekends ago. I was doing some yard work to my property at 5339 45 Avenue when you came by to look at the Traptow Photography property.

It has been unfortunate that my schedule has not allowed me to attend any of the meetings regarding the future uses for the 4419 55 Street property. Being next door to this property, any changes would affect me the most.

I purchased this house a little over a year ago. I was drawn to this home because of the mature quiet neighbourhood. The photography studio next door has been an ideal business to have as a neighbour - very quiet and minimal traffic.

I am strongly opposed to any commercial service that would have public access to the building on a 24 hour basis or operate under late hours that would run into the evening (ie fitness centre, laundering outlet, evening school). The thought of a veterinary clinic or dog grooming business also upsets me as I imagine the constant noise of dogs barking.

I would like to see this building occupied by a professional service - lawyer, accountant, appraiser or photographer.

I am against the re-zoning for 4419 - 55th Street.

[This message has been scanned for security content threats and viruses.]

[The City of Red Deer I.T. Services asks that you please consider the environment before printing this e-mail.]

Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

RECEIVED
SEP 20 2010
CITY OF RED DEER

September 14, 2010

Name:

Address:

1. Do you consider the variety of uses that are proposed for the site:

- a) too few - more uses should be allowed
- b) just right
- c) too many - less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I AM CONFUSED AS TO REASON(S) WHY SOME USES ARE CLASSIFIED AS OFFICE UNDER LUB &

OTHERS WHO APPEAR TO BE SIMILAR ARE NOT. E.G.: FINANCIAL PLANNERS AND

ACCOUNTANTS, AND CLAIMS ADJUSTERS AND APPRAISERS.

3. Do you have any other comments regarding the proposed amendment?

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Planner

jordan.furness@reddeer.ca

ph. 403-406-8701

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Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: _____

Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right – with reservations
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I have some reservations about the proposed uses – concerns mostly relating to parking and noise. If the proposed use would involve parking overflow into the surrounding neighbourhood it will create problems – as did the funeral home that preceded Traplaw Photography. 45th Avenue is far too narrow to accommodate

3. Do you have any other comments regarding the proposed amendment?

Much more traffic than it has now.

I appreciate that many "office uses" were not considered however that type of use was generally favoured by the neighbourhood. Hopefully some sort of accommodation can be found to solve the issue. If the traffic is restricted to 55th Street it is unlikely to cause problems, but if it flows into the alley or the surrounding streets it will create many problems. Thanks

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Comment Sheet

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The City of Red Deer

September 14, 2010

Name:

Address:

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

DO NOT HAVE AN SERIOUS PROBLEMS
WITH WHAT YOU ARE DOING

3. Do you have any other comments regarding the proposed amendment?

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Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: _____

Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

3. Do you have any other comments regarding the proposed amendment?

I am very happy that you are consulting with the community. It is a very prime location and has great effect on our neighbourhood.

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The City of Red Deer

September 14, 2010

Name:

Address:

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- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

Too much traffic and not enough parking for uses as
Hair Salon, Fitness Center, Commercial School, Massage therapist
Financial Planners, Insurance, Travel agency.

3. Do you have any other comments regarding the proposed amendment?

There is no need to amend the bylaw because
there is no benefit to the neighborhood

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Comment Sheet

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The City of Red Deer

September 14, 2010

Name:

Address:

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I am pleased with your choice of businesses put forward. It is great that it is restricted. Use for small animal business will add a good service to Wapella and Elkhound communities. There are a lot of seniors here, ~~but~~ who won't have to travel far.

3. Do you have any other comments regarding the proposed amendment?

I don't think Real Estate and Insurance Lic. are that welcome and would not include those.

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Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name:

Address

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

3. Do you have any other comments regarding the proposed amendment?

I HAVE NO PROBLEM WITH A VETERINARY CLINIC BEING ESTABLISHED HERE.

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Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: _____
Address: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

It was mentioned that there might be a possible application for a Vet. Clinic and I would have no problem with that. I would welcome a business like that in Woodlawn.

3. Do you have any other comments regarding the proposed amendment?

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Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name:

Address:

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

*There should be an allowance for more
office / retail dispersed uses*

3. Do you have any other comments regarding the proposed amendment?

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Please submit your comments by September 27, 2010



Sent: September 13, 2010 8:49 PM
To: Jordan Furness
Subject: Proposed Land Use Bylaw Amendment - 4419 55 Street - Traptow Photography

Attention: Jordan Furness
Planner
City of Red Deer

With regard to the above mentioned amendment for Traptow Photography to adjust the zoning from R1 to something other:

We have lived in Woodlea (5337 45 Avenue, two houses south of Traptow's) since 1988. The Photography studio has always been very quiet and never ever an issue of parking or noise.

55th Street is a major route with heavy traffic from every vehicle allowed on city streets from motorcycles to large trucks. Any change in the zoning to allowing any Commercial Service Facility with amendments would only increase the traffic and noise. The Land Use Bylaw definition of commercial service facility has a range of services that we do not feel are not acceptable in a residential (low density) area such as care of small animals or small animal veterinary clinic or dog grooming salon. Also a day care facility would be out of the question being the high traffic area that it is.

It appears that the most suited businesses for the location such as Accountant, Appraiser, or Lawyer are not allowed with proposed amendment, therefore we are against any re-zoning.

Two comment sheets submitted by owners from the same property

Comment Sheet Land Use Bylaw Amendment The City of Red Deer

September 14, 2010

[Empty box for address or contact information]

1. Do you consider the variety of uses that are proposed for the site:

- a) too few - more uses should be allowed
- b) just right
- c) too many - less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

YOUR ALLOWED LIST AND NOT ALLOWED LIST ARE UPON DEBATE

3. Do you have any other comments regarding the proposed amendment?

*I WANT NO CHANGE TO THE ZONING
IT SHOULD BE OFFICE ONLY*

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Please submit your comments by September 27, 2010



BYLAW NO. 3357/T -2010

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

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

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

- 1 Subsection 8.22(1)(f)(ii) is deleted and replaced with the following new subsection 8.22(1)(g)(ii):

“(ii) A photography studio, Commercial Service Facility and related signage on Lot 7, Block E, Plan K9 (4419-55 Street) but not including the following:

- (A) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet;
- (B) kenneling of animals;

When considering the above uses, the Development Authority shall consider the need to impose such conditions as it deems necessary or appropriate, including conditions to:

- (A) prohibit uses that would result in associated noises, and/or odours extending beyond the interior of the building;
- (B) prohibit outdoor storage or display of materials associated with the business;
- (C) prohibit uses that operate outside the hours of 7:00 a.m. to 10:00 p.m.;
- (D) avoid the need for customers to park on 45th Avenue.

The Development Authority shall refer all applications for proposed new uses on this site to landowners within 100 metres of this site and to the applicable community associations, for comment.”

2. The “Land Use District Map N15 and N16” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the attached Land Use District Map 17-2010.

READ A FIRST TIME IN OPEN COUNCIL this day of 2010.

READ A SECOND TIME IN OPEN COUNCIL this day of 2010.

READ A THIRD TIME IN OPEN COUNCIL this day of 2010.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2010.

MAYOR

CITY CLERK



Change District from:



R1 f(ii) to R1 g(ii)

Affected Districts:

RI - Residential (Low Density) District

Proposed Amendment

Map: 17-2010

Bylaw: 3357/T-2010

Date: July 14, 2010

Home > City Government > News Releases > Archive > 2010 > September > Open House for Land Use Bylaw amendment application

Receive news release notifications by e-mail

Open House for Land Use Bylaw amendment application

September 9, 2010

(Red Deer, Alberta) – The City of Red Deer is hosting an Open House to attain public feedback about a Land Use Bylaw amendment application for the future use of the current development at 4419 55 Street.

Currently, the site is zoned R1- Residential (low density), with an exception that allows a photography studio.

The proposed amendment would leave the site zoned as R1, but would expand the site exception to include more land uses. Site exceptions are used to allow additional uses on a parcel of land that do not fit a particular land use district. In this case, uses allowed by the R1 district are too limited, while changing it to a commercial land use district would make the allowable uses too broad.

Residents are encouraged to attend the Open House to discuss the proposed amendment with planning staff.

Date: Tuesday, September 14
Time: 6:30 p.m. – 8:30 p.m.
Location: Traptow Photography
4419 55 Street, Red Deer, AB

If you would like to attend the Open House and cannot use regular transportation, Red Deer Transit's Action Bus offers transportation services to citizens of Red Deer with special needs. For more information, or if you need transportation, please phone 403-309-8400.

If you cannot attend but still wish to provide your input, please contact Jordan Furness, Planner with The City of Red Deer, by phone at 403-406-8701 or email at jordan.furness@reddeer.ca. Comments will be accepted until Monday, September 27.

-end-

For more information, please contact:

Jordan Furness
Planner
The City of Red Deer
403-406-8701

Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

September 14, 2010

Name: <u>JOHN SCHILDROTH</u>	Phone: <u>403-350-4351</u>
Address: <u>5337 45 AVE</u>	Email: <u>SCHILDROTHJ@GMAIL.COM</u>

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

YOUR ALLOWED LIST AND NOT ALLOWED LIST ARE UPSIDE DOWN

3. Do you have any other comments regarding the proposed amendment?

I WANT NO CHANGE TO THE ZONING
IT SHOULD BE OFFICE ONLY
John Schildroth

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Planner
jordan.furness@reddeer.ca
ph. 403-406-8701
fx. 403.342.8200
Box 5008, Red Deer, AB T4N 3T4

Back up only -
with addresses

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>Dan Obst</u>	Phone: <u>403 343-0930</u>
Address: <u>4474 5357 Cres</u>	Email: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I find most of the neighbours suggested uses are
more in line with what I would like to see here.
It seems that less traffic & noise would be created
by allowing these businesses to operate than the
ones on the top allowed list. By traffic I mean people
& vehicles.

3. Do you have any other comments regarding the proposed amendment?

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Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>BOB FINNESTAD</u>	Phone: <u>(403) 340-8612</u>
Address: <u>5326-43 AVE</u>	Email: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

It was mentioned that there might be a possible application for a Vet. Clinic and I would have no problem with that. I would welcome a business like that in Woodlee.

3. Do you have any other comments regarding the proposed amendment?

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ph. 403-406-8701
fx. 403.342.8200
Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>ALLAN WHITECOTTON</u>	Phone: <u>403-347-5354</u>
Address: <u>5347-43 AVENUE</u>	Email: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

3. Do you have any other comments regarding the proposed amendment?

I HAVE NO PROBLEM WITH A VETERINARY CLINIC BEING ESTABLISHED HERE.

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To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness
Planner
jordan.furness@reddeer.ca
ph. 403-406-8701
fx. 403.342.8200
Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>HENRY RANGEN</u>	Phone: <u>403-347-1333</u>
Address: <u>5318-43 Ave R.D.</u>	Email: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I am pleased with your choice of businesses
put forward. It is good that it is restricted.
Use for small animal business will add a good
service to Waples and Waples communities.
There are a lot of services here, ~~but~~ who won't have to travel
far.

3. Do you have any other comments regarding the proposed amendment?

I don't think that the list of and insurance to include
that welcome and would not include those.

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Jordan Furness
Planner
jordan.furness@reddeer.ca
ph. 403-406-8701
fx. 403.342.8200
Box 5008, Red Deer, AB T4N 3T4



Please submit your comments by September 27, 2010

Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: Robert Thompson

Phone: 403-304-2925

Address: 4409 55th Street

Email: rbthompson@shaw.ca

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

Too much traffic and not enough parking for uses as
Hair Salon, Fitness Center, Commercial school, Massage therapist
Financial Planners, Insurance, Travel agency.

3. Do you have any other comments regarding the proposed amendment?

There is no need to amend the bylaw because
there is no benefit to the neighborhood

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To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness

Planner

jordan.furness@reddeer.ca

ph. 403-406-8701

fx. 403.342.8200

Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>Dennis Moffat</u>	Phone: <u>(403) 346-6443</u>
Address: <u>5134 44 Ave.</u>	Email: <u>dennismof@shaw.ca</u>

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

3. Do you have any other comments regarding the proposed amendment?

I am very happy that you are consulting with the community. It is a very prime location and has great effect on our neighborhood.

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To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness
Planner
jordan.furness@reddeer.ca
ph. 403-406-8701
fx. 403.342.8200
Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>SAM VAN BUNST</u>	Phone: <u>403 346 3048</u>
Address: <u>5301 - 43 AVE R.D</u>	Email: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few - more uses should be allowed
- b) just right
- c) too many - less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

DO NOT HAVE AN SERIOUS PROBLEMS
WITH WHAT YOU ARE DOING

3. Do you have any other comments regarding the proposed amendment?

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To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness
Planner
jordan.furness@reddeer.ca
ph. 403-406-8701
fx. 403.342.8200
Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>Bruce Buckley</u>	Phone: <u>403-346-0926</u>
Address: <u>4424 53rd St Cres</u>	Email: <u>bbuckley@telusplanet.net</u>

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right – with reservations
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I have some reservations about the proposed uses – concerns mainly relating to parking and noise. If the proposed use would involve parking overflow into the surrounding neighborhood it will create problems – as did the funeral home that preceded Traplow Photography. 45th avenue is far too narrow to accommodate

3. Do you have any other comments regarding the proposed amendment? much more traffic than it has now.

I appreciate that many "office uses" were not considered however that type of use was generally favored by the neighborhood. Hopefully some sort of accommodation can be found to solve the issue. If the traffic is restricted to 55th Street it is unlikely to cause problems, but if it flows into the alley or the surrounding streets it will create many problems. Thanks

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Jordan Furness
 Planner
 jordan.furness@reddeer.ca
 ph. 403-406-8701
 fx. 403.342.8200
 Box 5008, Red Deer, AB T4N 3T4

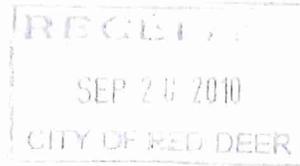


Please submit your comments by September 27, 2010

Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer



September 14, 2010

Name: NORENE E. SIFERT

Phone: 403-346-5797

Address: 4512-55 STREET

Email: N/A

1. Do you consider the variety of uses that are proposed for the site:

- a) too few - more uses should be allowed
- b) just right
- c) too many - less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

I AM CONFUSED AS TO REASON(S) WHY SOME USES ARE CLASSIFIED AS OFFICE UNDER LUB, &
OTHERS WHO APPEAR TO BE SIMILAR ARE NOT. E.G: FINANCIAL PLANNERS AND
ACCOUNTANTS, AND CLAIMS ADJUSTERS AND APPRAISERS.

3. Do you have any other comments regarding the proposed amendment?

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To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness

Planner

jordan.furness@reddeer.ca

ph. 403-406-8701

fx. 403.342.8200

Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Jordan Furness

From: schildrotha@gmail.com on behalf of Adele Schildroth [adele99@telusplanet.net]
Sent: September 13, 2010 8:49 PM
To: Jordan Furness
Subject: Proposed Land Use Bylaw Amendment - 4419 55 Street - Traptow Photography

Attention: Jordan Furness
Planner
City of Red Deer

With regard to the above mentioned amendment for Traptow Photography to adjust the zoning from R1 to something other:

We have lived in Woodlea (5337 45 Avenue, two houses south of Traptow's) since 1988. The Photography studio has always been very quiet and never ever an issue of parking or noise.

55th Street is a major route with heavy traffic from every vehicle allowed on city streets from motorcycles to large trucks. Any change in the zoning to allowing any Commercial Service Facility with amendments would only increase the traffic and noise. The Land Use Bylaw definition of commercial service facility has a range of services that we do not feel are not acceptable in a residential (low density) area such as care of small animals or small animal veterinary clinic or dog grooming salon. Also a day care facility would be out of the question being the high traffic area that it is.

It appears that the most suited businesses for the location such as Accountant, Appraiser, or Lawyer are not allowed with proposed amendment, therefore we are against any re-zoning.

Adele and John Schildroth
5337 45 Avenue,
Red Deer, Ab.
403-347-7059

[This message has been scanned for security content threats and viruses.]

[The City of Red Deer I.T. Services asks that you please consider the environment before printing this e-mail.]

Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>DIANNE BRIERS</u>	Phone: <u>403-346-2451</u>
Address: <u>5313 43 AVE</u>	Email: _____

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

There should be an allowance for more
office / retail dispersed uses

3. Do you have any other comments regarding the proposed amendment?

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To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness
Planner
jordan.furness@reddeer.ca
ph. 403-406-8701
fx. 403.342.8200
Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Jordan Furness

From: Pam Bergen [pbbergen@yahoo.ca]
Sent: September 27, 2010 10:16 AM
To: Jordan Furness
Subject: 4419 55 Street - Proposed Land Use Bylaw Amendment

Hi Jordan,

We briefly met a few weekends ago. I was doing some yard work to my property at 5339 45 Avenue when you came by to look at the Traptow Photography property.

It has been unfortunate that my schedule has not allowed me to attend any of the meetings regarding the future uses for the 4419 55 Street property. Being next door to this property, any changes would affect me the most.

I purchased this house a little over a year ago. I was drawn to this home because of the mature quiet neighbourhood. The photography studio next door has been an ideal business to have as a neighbour - very quiet and minimal traffic.

I am strongly opposed to any commercial service that would have public access to the building on a 24 hour basis or operate under late hours that would run into the evening (ie fitness centre, laundering outlet, evening school). The thought of a veterinary clinic or dog grooming business also upsets me as I imagine the constant noise of dogs barking.

I would like to see this building occupied by a professional service - lawyer, accountant, appraiser or photographer.

I am against the re-zoning for 4419 - 55th Street.

Pam Bergen-Henegouwen
5339 - 45 Avenue
Cell: 403 896 1032

[This message has been scanned for security content threats and viruses.]

[The City of Red Deer I.T. Services asks that you please consider the environment before printing this e-mail.]

Comment Sheet

Land Use Bylaw Amendment

The City of Red Deer

September 14, 2010

Name: <u>MURRAY DORBS</u>	Phone: <u>347-5920</u>
Address: <u>5344-45 AVE.</u>	Email: <u>murdorbs@shaw.ca</u>

1. Do you consider the variety of uses that are proposed for the site:

- a) too few – more uses should be allowed
- b) just right
- c) too many – less uses should be allowed

2. If you would like, please elaborate on your answer to #1 above (refer to specific uses where possible)

Proposed uses listed under a, b and c would increase traffic flow and negatively impact the neighbourhood. Financial/insurance services under d should be discussed. Many of the uses that are defined as "office" such as accountant, appraisers, lawyer, naturopath, etc. would be better suited to this neighbourhood.

3. Do you have any other comments regarding the proposed amendment?

Many of my neighbours (including myself) have spent countless hours and thousands of dollars improving our yards and homes. We love our neighbourhood and are very proud of the trees and the home improvement projects. My concern is that a new owner (if the property were sold) would be able to disrupt this neighbourhood with an expanded land use capability.

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To submit your comments or if you have any questions about collection and use of this information, contact:

Jordan Furness

Planner

jordan.furness@reddeer.ca

ph. 403-406-8701

fx. 403.342.8200

Box 5008, Red Deer, AB T4N 3T4

Please submit your comments by September 27, 2010



Bev Greter

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

From: Bev Greter
Sent: Friday, October 29, 2010 9:49 AM
To: Angus Schaffenburg
Subject: RE: Council Agenda item

Thanks for the update Angus.

Bev

Bev Greter
Corporate Meeting Coordinator
Legislative & Governance Services
Phone: 403.342.8201
Bev.greter@reddeer.ca
www.reddeer.ca

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

From: Angus Schaffenburg
Sent: Friday, October 29, 2010 9:48 AM
To: Bev Greter
Cc: Joyce Boon
Subject: RE: Council Agenda item

3357/T-2010

We hope to have the LUB Amendment at 4419 55th Street and the LUB Amendments related to Dynamic Signs on the 15 Nov. Council.

3357/Y-2010

The SS we hope to have to Council on 29th November.

Angus Schaffenburg, RPP, MCIP
Acting Manager, Planning Department
The City of Red Deer
City Hall, 4914-48 Avenue, Red Deer
phone: 403-309-8545 fax: 403-342-8200
Mail to: Box 5008, Red Deer, AB T4N 3T4
Email: angus.schaffenburg@reddeer.ca

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

From: Bev Greter

Sent: October 29, 2010 9:34 AM
To: Joyce Boon; Angus Schaffenburg
Subject: RE: Council Agenda item

Thanks Joyce.

I know Angus has been in touch with me about the upcoming agenda, I don't believe I knew what the item was. I will wait to hear back from him.

As for the Traffic Bylaw amendment, if it's regarding towing tickets then I have been in contact with Julia Townell on this one. I will wait to hear back from either of you.

Bev

Bev Greter
Corporate Meeting Coordinator
Legislative & Governance Services
Phone: 403.342.8201
Bev.greter@reddeer.ca
www.reddeer.ca

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

From: Joyce Boon
Sent: Friday, October 29, 2010 9:18 AM
To: Bev Greter; Angus Schaffenburg
Subject: RE: Council Agenda item

Hi Bev,

This SS amendment is being done by Planning Section Angus is the coordinator on this. I believe it will be November 29th, however I think it better that Angus respond to this one.

I am hoping to have the Traffic bylaw amendment on the November 15th Agenda. I will have the report down hopefully next week.

Joyce Boon
Inspections & Licensing Manager
403.342.8192
joyce.boon@reddeer.ca

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

From: Bev Greter

Sent: October 29, 2010 9:14 AM
To: Joyce Boon
Subject: FW: Council Agenda item

Hi Joyce,

I am just following up with some old correspondence in the Council Agenda file.

Can you give me some idea when this item might be ready to come back to Council? The next meetings are November 15 and November 29.

Thanks,
Bev

Bev Greter
Corporate Meeting Coordinator
Legislative & Governance Services
Phone: 403.342.8201
Bev.greter@reddeer.ca
www.reddeer.ca

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

From: legislativeservices@reddeer.ca [mailto:legislativeservices@reddeer.ca]
Sent: Friday, October 29, 2010 7:09 AM
To: Bev Greter
Subject:

This E-mail was sent from "RNPF5F817" (Aficio MP C5000).

Scan Date: 10.29.2010 09:09:01 (-0400)
Queries to: legislativeservices@reddeer.ca

Bev Greter

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

From: Bev Greter
Sent: Tuesday, October 19, 2010 1:38 PM
To: Jordan Furness
Subject: RE: Re: Nov 15 Council
ordan,

Excellent – the 15th it is. Please follow up with any background information, reports, etc. to me by November 3 or 4. I need to have a draft of the agenda package ready to show Elaine by Monday, November 8 and Craig by November 9. Any extra time I can get to compile the agendas while Christine's gone would be appreciated! Good to hear you have the numbers already.

Thanks very much,
Bev

Bev Greter
Corporate Meeting Coordinator
Legislative & Governance Services
Phone: 403.342.8201
bev.greter@reddeer.ca
www.reddeer.ca

From: Jordan Furness
Sent: Tuesday, October 19, 2010 1:22 PM
To: Bev Greter
Subject: RE: Re: Nov 15 Council

Thanks Bev,
I had told the applicant to expect the 15th, so as long as it is reasonably assured that I can go on the 15th I would prefer that. I am probably too busy to have the material ready for the 1st unless for some reason the 15th didn't work. I did tell the applicant that we could finish the process by the end of the year.

do have a bylaw number and map - 3357/T and 17-2010.

Thanks,

Jordan Furness
Planner
Planning Department
The City of Red Deer

Ph. 403.406.8701
Ext. 403.342.8200
www.reddeer.ca

From: Bev Greter
Sent: October 19, 2010 1:15 PM
To: Jordan Furness
Subject: RE: Re: Nov 15 Council

-Hi Jordan,

Yes, you're correct. I am compiling the Council Agenda for the next two months (Christine is off to Mexico for two months!).

They want to keep Nov. 1 to a reasonable length as it is also the Organization Meeting so yes, I would say it is full (I will confirm this with Christine though). Would you be able to have your item ready for November 1 if she says there is room? And, do you need anything else from me (number, map number) or do you already have that?

You can get back to me.

Thanks,
Bev

Bev Greter
Corporate Meeting Coordinator
Legislative & Governance Services
Phone: 403.342.8201
Bev.greter@reddeer.ca
www.reddeer.ca

From: Jordan Furness
Sent: Tuesday, October 19, 2010 12:03 PM
To: Bev Greter
Subject: Re: Nov 15 Council

Hi Bev,
Correct me if I'm wrong, but are you putting together the council agenda for the Nov 15 council meeting? If so, can I reserve a space for a 1st reading LUB amendment. I'd heard through the grapevine that the Nov 1 meeting was already full.

Thanks,

Jordan Furness
Planner
Planning Department
The City of Red Deer

Ph. 403.406.8701
K. 403.342.8200
www.reddeer.ca

Christine Kenzie

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

From: Tara Lodewyk
Sent: July 13, 2010 8:48 AM
To: Christine Kenzie
Subject: RE: Map and Bylaw Number

No No. Maybe August 23 depending on Jordan's schedule.

Tara

From: Christine Kenzie
Sent: July 13, 2010 8:47 AM
To: Tara Lodewyk
Subject: RE: Map and Bylaw Number

Question: You you planning to bring these reports for the July 26th Council Agenda for First Reading??

Christine Kenzie | Council Services Coordinator
Legislative & Governance Services | The City of Red Deer
D 403.356.8978 | F 403.346.6195
christine.kenzie@reddeer.ca

From: Tara Lodewyk
Sent: July 13, 2010 8:42 AM
To: Christine Kenzie
Subject: RE: Map and Bylaw Number

Thanks for the letters and numbers.

The Traptow Photography advertising fee will be paid by

June Traptow
22 Chappel Drive
Red Deer
T4P 2R8

) → Oct 4/2010

- Sept 7TH

The 52 Avenue advertising will be paid for by

CAPP Investments
C/o Sherry White
101-4315 -55 Avenue
Red Deer
T4N 4N7

✓

Jordan Furness will be looking after both of these after August 3.

Cheers,
Tara

From: Christine Kenzie
Sent: July 12, 2010 10:14 AM
To: Tara Lodewyk
Subject: RE: Map and Bylaw Number

You can use LUB 3357/T-2010 and Map 17/2010 for 4419 - 55 Street - Traptow Photography - Modification of existing site exception.

Please provide contact information for sending advertising letter to.

You can use LUB 3357/U-2010 and Map 18-2010 for Redistricting I1 - Light Industrial to C4-Major Arterial on 6700 Block of 52 Avenue. Is The City bringing this forward or is a developer? Would need contact information if a developer.

Thanks Tara.

Christine Kenzie | Council Services Coordinator
Legislative & Governance Services | The City of Red Deer
D 403.356.8978 | F 403.346.6195
christine.kenzie@reddeer.ca

From: Tara Lodewyk
Sent: July 09, 2010 12:50 PM
To: Christine Kenzie
Subject: Map and Bylaw Number

Hi Christine,

I need a Land Use Bylaw Amendment letter and map # for the 4419 55 Street, Traptow Photography, modification of existing site exception.

I also need a Land Use Bylaw amendment letter and map # for Redistricting I1-Light Industrial to C4-Major Arterial on 6700 Block of 52 Avenue.

Thanks,
Tara

Planner, ACP, MCIP
Parkland Community Planning Services
Suite 404, 4808 Ross Street
Red Deer, AB T4N 1X5
Ph: 403.343.3394
Fax: 403.346.1570

Christine Kenzie

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

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Sent: July 13, 2010 8:42 AM
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Subject: RE: Map and Bylaw Number

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June Traptow
22 Chappel Drive
Red Deer
T4P 2R8

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CAPP Investments
C/o Sherry White
101-4315 -55 Avenue
Red Deer
T4N 4N7

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Tara

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Thanks Tara.

Christine Kenzie | Council Services Coordinator
Legislative & Governance Services | The City of Red Deer
D 403.356.8978 | F 403.346.6195
christine.kenzie@reddeer.ca

From: Tara Lodewyk
Sent: July 09, 2010 12:50 PM
To: Christine Kenzie

Subject: Map and Bylaw Number

Hi Christine,

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I also need a Land Use Bylaw amendment letter and map # for Redistricting I1-Light Industrial to C4-Major Arterial on 6700 Block of 52 Avenue.

Thanks,
Tara

**Planner, ACP, MCIP
Parkland Community Planning Services
Suite 404, 4808 Ross Street
Red Deer, AB T4N 1X5
Ph: 403.343.3394
Fax: 403.346.1570**

①

Christine Kenzie

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

From: Tara Lodewyk
Sent: July 09, 2010 12:50 PM
To: Christine Kenzie
Subject: Map and Bylaw Number

→ 3357/T-2010 - MAP #17/2010

Hi Christine,

I need a Land Use Bylaw Amendment letter and map # for the 4419 55 Street, Traptow Photography, modification of existing site exception.

I also need a Land Use Bylaw amendment letter and map # for Redistricting I1-Light Industrial to C4-Major Arterial on 6700 Block of 52 Avenue.

3357/U-2010 - MAP 18-2010

Thanks,
Tara

Planner, ACP, MCIP
Parkland Community Planning Services
Suite 404, 4808 Ross Street
Red Deer, AB T4N 1X5
Ph: 403.343.3394
Fax: 403.346.1570

BYLAW NO. 3357/T -2010

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

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

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

1 Subsection 8.22(1)(f)(ii) is deleted and replaced with the following new subsection 8.22(1)(f)(ii):

“(ii) A photography studio, Commercial Service Facility and related signage on Lot 7, Block E, Plan K9 (4419-55 Street) but not including the following:

- (A) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet;
- (B) kenneling of animals;

When considering the above uses, the Development Authority shall consider the need to impose such conditions as it deems necessary or appropriate, including conditions to:

- (A) prohibit uses that would result in associated noises, and/or odours extending beyond the interior of the building;
- (B) prohibit outdoor storage or display of materials associated with the business;
- (C) prohibit uses that operate outside the hours of 7:00 a.m. to 10:00 p.m.;
- (D) avoid the need for customers to park on 45th Avenue.

The Development Authority shall refer all applications for proposed new uses on this site to landowners within 100 metres of this site and to the applicable community associations, for comment.”

2. The “Land Use District Map N15 and N16” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the attached Land Use District Map 17-2010.

**Assessment and Taxation Services**

DATE: November 2, 2010

TO: Craig Curtis, City Manager

FROM: Debra Stott, Controller – Property Taxation

SUBJECT: Ivan Simon request for penalty cancellation – Roll #1422790

In reference to Ivan Simon's letter dated August 30, 2010 requesting cancellation of the July 1, 2010 property tax penalty applied to his account, please consider the following:

- There is no dispute that the property taxes for this roll were paid after the June 30 tax deadline, as indicated in the letter from Mr. Simon. On May 28, 2010 the City levied this property with taxes in the amount of \$3,380.31. On July 3, 2010 a payment of \$3,380.31 was made by Mr. Simon. Because the payment was made after the deadline and in accordance with City bylaw 3280/2001, a penalty of \$202.82 was applied to this property tax roll on July 1, 2010. On August 18, 2010 The City mailed a tax statement to Ivan and Karen Simon, indicating that unpaid taxes in the amount of \$202.82 were outstanding on this tax roll. On August 30, 2010 the City received a payment of \$202.82 which brought the property tax balance on this account to zero.
- The property tax notice for this roll was mailed to Ivan and Karen Simon on May 28, 2010 and it is our understanding that it was delivered to their property. The issue appears to be that the Simon's had recently purchased the property and that Mr. Simon was not in the City to receive and pay the property tax notice.
- Responsibility for the timely payment of property taxes rests with the property owner. Hundreds of properties change ownership in the City of Red Deer every year. When a property is purchased, the lawyers acting for the purchasers & vendors advise them of their responsibilities, including the responsibility for property taxes. Mr. Simon would have been informed of this as part of his purchase of the Dalton Close property.
- The City of Red Deer offers many alternatives for property tax payment, such as internet and telephone banking, the monthly tax installment payment plan, payment by mail, payment by postdated cheque, payment at the City cashiers and City Hall drop off boxes. Many City property owners work and/or live outside the City and use these payment options to pay their property taxes by the June 30 deadline every year.
- The City Assessment & Taxation Department makes a concerted effort to inform tax payers about property taxes and in 2010, the Department ran an extensive advertising campaign targeted at encouraging early payment, informing property owners of the tax due date and resulting penalties of late payment as well as the various ways that tax payments could be made.
- Section 347(1) of the Municipal Government Act states: "If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without condition:

- a. cancel or reduce tax arrears;
- b. cancel or refund all or part of a tax;
- c. defer the collection of a tax.

A penalty imposed is deemed to be part of the tax in respect of which it is imposed.

Given the property owners responsibility for the payment of taxes, the City's timely mailing of the Tax Notice, fairness and equity to all property owners, and the number of payment options offered by the City to make it easy to ensure timely payment of property taxes please consider the following recommendation.

RECOMMENDATION:

It is recommended that the tax penalty applied to this roll is not waived.



Deb Stott
Controller – Property Taxation
Assessment & Taxation Services



Joanne Parkin
Assessment & Taxation Manager
Assessment & Taxation Services



LEGISLATIVE & GOVERNANCE SERVICES

October 5, 2010

Mr. & Mrs. I. Simon
30 Dalton Close
Red Deer, AB T4R 2P5

Dear Mr & Mrs Simon:

**Re: Request to Waive Tax Penalty
#30 Dalton Close, Tax Roll No. 1422790**

The City of Red Deer Assessment & Taxation Department has forwarded your request to waive a late payment tax penalty on property taxes for the property located at 30 Dalton Close to this department.

City Administration will be reviewing your request and it is expected that this item will be brought to Council for their consideration at the November 15, 2010 Council Meeting. You will be advised of the time this item is to be reviewed by Council should you wish to attend the meeting.

Sincerely,

Christine Kenzie
Corporate Meeting Coordinator

c Tax Collector



Sept 27, 2010

Ivan Simon
30 Dalton Close
Red Deer, AB T4R 2P5

Dear Mr. Simon,

RE: 30 Dalton Close, Roll 1422790

I am writing in response to your August 30, 2010 letter to the Assessment & Taxation Department, in which you expressed disappointment in the City process relating to cancellation of property tax penalties, as well as a request for forgiveness for the July 1, 2010 penalty relating to your property at 30 Dalton Close.

Please accept my apology for the delay in answering your letter. We had hoped to explain/discuss the grievance process with you by phone. Unfortunately the phone number that we had for you (341-3934) was not in service and we were unable to find an alternate number.

The City of Red Deer does have a process for the grieving of property tax penalties. Enclosed please find a listing of the various steps in this process. I think there may have been a miscommunication about the letter needed to start the process for your property, as the letter you have written is addressed to Assessment & Taxation Services. Should you wish to formally request cancellation of the penalty, I can redirect the letter to Legislative and Governance Services and start the penalty appeal process. However, please consider phoning myself or Jennifer Lockhart (403-342-8126) before we start the formal process....sometimes a conversation can resolve the problem.

I appreciate the points that you have made concerning the timing of your property purchase and your move to Red Deer. We rely on the lawyers that act on behalf of purchasers and vendors of property, to let everyone know their responsibilities in relation to property taxes as well as property tax deadlines. Similar to Grande Prairie, Red Deer property taxes are due on June 30, and accounts that are unpaid on July 1 are subject to penalties. The City makes a concerted attempt to advise property owners (both existing and new) of the deadlines and the many ways that owners can pay their taxes. However responsibility for paying taxes on time rests with the taxpayer. For these reasons, if the grievance process continues and I am asked to provide a report to Council, I will be recommending that the penalty stand.

Thank you for taking the time to write to the City about your concerns.

Sincerely,



Debra Stott, CMA
Controller-Property Taxation
ph: (403) 342-8123
email: deb.stott@reddeer.ca

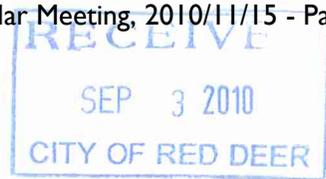
Enc (1)

Assessment & Taxation Services
City of Red Deer

Property tax penalty review process

Property tax penalties cannot be cancelled by City staff. This is because, under the Municipal Government Act (the legislation that governs Alberta municipalities) only City Council has the ability to cancel tax penalties.

- The process starts with a letter from the property owner to the City's Legislative & Governance Services Department (LGS), requesting that the penalty be cancelled.
- Assessment & Taxation Services submits a report to the City Manager with a recommendation regarding the penalty cancellation request
- This report and the taxpayer's letter are placed on a Council agenda
- Council discusses the request at a Council meeting and makes a decision. The property owners are welcome to attend the meeting and hear Council's deliberations
- LGS will advise the owner and the Assessment & Taxation Services department of Council's decision
- If the decision is to cancel the penalty and the payment for this has already been received by the City, the City will refund the penalty amount.



2010-08-30

City of Red Deer: Taxation Dept.

I am writing to express my extreme disappointment in your process of assessing penalties on unpaid taxes, most specifically the lack of process to air a grievance. Your staff today suggested I send a letter to your department.

I know and appreciate that there has to be a cut-off that is respected. Having said that, here is my circumstance:

My wife and I purchased and took possession of a home at 30 Dalton Close in mid-May, 2010. I returned to Grande Prairie for the month of June to complete my employment there, returning to Red Deer on July 2, 2010. Our tax bill (and others) was immediately paid on line, in full, your records will show Saturday, July 3, 2010.

On August 18, 2010 I received a bill for @\$202.82. Your staff advised this was penalty for unpaid taxes and there is no resolution process in the event of a dispute. This amount has also been paid, but I am submitting this letter to request that you forgive the penalty amount in light of the circumstances.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ivan Simon".

Ivan SIMON
30 Dalton Close
Red Deer, Ab. T4R 2P5

2929

Comments:

I support the recommendation of Administration.

“Craig Curtis”
City Manager

FILE COPY



Council Decision – November 15, 2010

DATE: November 16, 2010
TO: Debra Stott, Controller – Property Taxation
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: Ivan Simon request for penalty cancellation – Roll #1422790

Reference Report:

Controller – Property Taxation, dated November 2, 2010

Resolution:

"Resolved that Council of the City of Red Deer having considered the correspondence from Mr. Ivan Simon dated September 27, 2010 Re: 30 Dalton Close and the report from the Controller – Property Taxation dated November 2, 2010 Re: Request for Penalty Cancellation – Roll #1422790 hereby denies the request that the tax penalty to this roll be waived."

Report Back to Council: No

Comments/Further Action:

This office will notify the appellant of Council's decision.

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

Elaine Vincent
Legislative & Governance Services Manager

- c. Corporate Services Director
Joanne Parkin, Revenue & Taxation Manager

LEGISLATIVE & GOVERNANCE SERVICES

November 17, 2010

Mr. & Mrs. I. Simon
30 Dalton Close
Red Deer, AB T4R 2P5

Dear Mr. & Mrs. Simon:

Re: Request to Waive Tax Penalty

Red Deer City Council, at its meeting on Monday, November 15, 2010, considered your request to waive your tax penalty. Below is Council's decision for your information:

"Resolved that Council of The City of Red Deer having considered the correspondence from Mr. Ivan Simon dated September 27, 2010 Re: 30 Dalton Close and the report from the Controller – Property Taxation dated November 2, 2010 Re: Request for Penalty Cancellation – Roll #1422790 hereby denies the request that the tax penalty to this roll be waived."

If you have any questions or require additional information, please contact me at 403.342.8132.

Sincerely,



Elaine Vincent
Legislative & Governance Services Manager

Assessment and Taxation Services

DATE: November 2, 2010

TO: Craig Curtis, City Manager

FROM: Debra Stott, Controller – Property Taxation

SUBJECT: Ivan Simon request for penalty cancellation – Roll #1422790

In reference to Ivan Simon's letter dated August 30, 2010 requesting cancellation of the July 1, 2010 property tax penalty applied to his account, please consider the following:

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Given the property owners responsibility for the payment of taxes, the City's timely mailing of the Tax Notice, fairness and equity to all property owners, and the number of payment options offered by the City to make it easy to ensure timely payment of property taxes please consider the following recommendation.

RECOMMENDATION:

It is recommended that the tax penalty applied to this roll is not waived.



Deb Stott
Controller – Property Taxation
Assessment & Taxation Services



Joanne Parkin
Assessment & Taxation Manager
Assessment & Taxation Services

ORIGINAL

 THE CITY OF
Red Deer
ASSESSMENT & TAXATION SERVICES

Sept 27, 2010

Ivan Simon
30 Dalton Close
Red Deer, AB T4R 2P5

Dear Mr. Simon,

RE: 30 Dalton Close, Roll 1422790

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Thank you for taking the time to write to the City about your concerns.

Sincerely,



Debra Stott, CMA
Controller-Property Taxation
ph: (403) 342-8123
email: deb.stott@reddeer.ca

Enc (1)

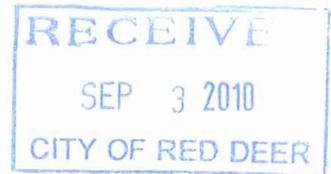
Assessment & Taxation Services
City of Red Deer

Property tax penalty review process

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2010-08-30



City of Red Deer: Taxation Dept.

ORIGINAL

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Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ivan Simon".

Ivan SIMON
30 Dalton Close
Red Deer, Ab. T4R 2P5

2929

PROPERTY TAX STATEMENT

ASSESSMENT AND TAXATION SERVICES

4th FL, 4914 - 48 Avenue, Box 5008 Red Deer, Alberta T4N 3T4
Phone: (403) 342-8126 Fax: (403) 342-8199 Email: tax@reddeer.ca

ORIGINAL

OWNER	ROLL NUMBER 1422790	STATEMENT DATE August 18, 2010
IVAN & KAREN SIMON 30 DALTON CRES RED DEER, AB T4R 2P5 <i>Should be Close.</i> <i>341-3934</i> <i># is not in service as of Sept 27 2010</i>	PROPERTY ADDRESS	
	30 DALTON CL	
	LOT- 74 BK- 8 PL- 9623328	
	CURRENT TAXES	\$202.82
	PRIOR YEARS ARREARS	\$0.00
BALANCE DUE	\$202.82	
AMOUNT PAID		

Please be advised that this account has outstanding taxes. Tax penalties are levied on any outstanding balance not paid by the "Due Date" on the original notice. For further information on tax penalties, please refer to the terms of payment and penalties listed below. If this property has received a supplementary tax levy for the current year, please check the notice for the due date.

PAYMENT MAY BE MADE:

- BY MAIL (BOX 5008, RED DEER, AB. T4N 3T4)
- AT CITY HALL, MONDAY - FRIDAY, 8:00 A.M. - 4:30 P.M.
- IN NIGHT DEPOSITORY AT EAST WEST ENTRY TO CITY HALL
- AT MOST CHARTERED BANKS, CREDIT UNIONS, TRUST COMPANIES, OR TREASURY BRANCHES

**BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL**

A Canada Post postmark will be honoured as payment date. If the postmark is absent or illegible, the date received by The City of Red Deer will be considered the payment date. Commercial postage meter imprints will NOT be honoured. It is the taxpayer's responsibility to ensure that payments made via Internet/telephone banking are received by The City by the due date in order to avoid penalties. Confirm that your current property roll number is the one registered on your bill payment menu.

PENALTIES

CURRENT PROPERTY TAX

Failure to pay Taxes by June 30 will constitute a 6% penalty on the unpaid balance of current taxes, which will be added to and form part of the unpaid tax on July 1. Further penalty of 3% will be added to and form part of the unpaid tax as of September 1 and November 1 of the current year.

PRIOR YEARS ARREARS

A penalty of 2% of the unpaid balance of prior year's tax arrears will be added to and form part of the unpaid tax on the first days of business of The City of Red Deer, in the months of January, March, May, July, September and November.

Penalties are levied under the authority of The City of Red Deer Bylaw #3280. Penalties are a percentage of the unpaid amount (ie: a 6% penalty is \$60.00 for every \$1000.00 of unpaid taxes). Current taxes are taxes levied in the current calendar year. Tax arrears are taxes levied in prior calendar years.

THE CITY OF RED DEER

4914 - 48 Ave, Box 5008 Red Deer, Alberta T4N 3T4



pd
Aug 30 2010

RETURN THIS PORTION WITH YOUR PAYMENT. PLEASE WRITE YOUR ROLL NUMBER ON BACK OF CHEQUE.

NEXT PENALTY DATE	September 01, 2010	ROLL NUMBER:	1422790
CURRENT TAXES	\$202.82	IVAN & KAREN SIMON 30 DALTON CL LOT- 74 BK- 8 PL- 9623328	
PRIOR YEARS TAXES	\$0.00		
BALANCE DUE	\$202.82		
AMOUNT PAID			



FILE COPY

LEGISLATIVE & GOVERNANCE SERVICES

October 5, 2010

Mr. & Mrs. I. Simon
30 Dalton Close
Red Deer, AB T4R 2P5

Dear Mr & Mrs Simon:

**Re: Request to Waive Tax Penalty
#30 Dalton Close, Tax Roll No. 1422790**

The City of Red Deer Assessment & Taxation Department has forwarded your request to waive a late payment tax penalty on property taxes for the property located at 30 Dalton Close to this department.

City Administration will be reviewing your request and it is expected that this item will be brought to Council for their consideration at the November 15, 2010 Council Meeting. You will be advised of the time this item is to be reviewed by Council should you wish to attend the meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'Christine Kenzie'.

Christine Kenzie
Corporate Meeting Coordinator

c Tax Collector

Assessment and Taxation Services

DATE: November 2, 2010

TO: Craig Curtis, City Manager

FROM: Debra Stott, Controller – Property Taxation

SUBJECT: Ivan Simon request for penalty cancellation – Roll #1422790

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RECOMMENDATION:

It is recommended that the tax penalty applied to this roll is not waived.

Deb Stott
Controller – Property Taxation
Assessment & Taxation Services

Joanne Parkin
Assessment & Taxation Manager
Assessment & Taxation Services



FILE COPY

LEGISLATIVE & GOVERNANCE SERVICES

October 5, 2010

Mr. & Mrs. I. Simon
30 Dalton Close
Red Deer, AB T4R 2P5

Dear Mr & Mrs Simon:

**Re: Request to Waive Tax Penalty
#30 Dalton Close, Tax Roll No. 1422790**

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Sincerely,

Christine Kenzie
Corporate Meeting Coordinator

c Tax Collector

Deb Stott

From: Deb Stott
Sent: November 03, 2010 9:34 AM
To: Bev Greter
Cc: Joanne Parkin; Jennifer Lockhart
Subject: Report to Council- Simon request to waive Tax Penalty

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

Attachments: 20101103092014725.pdf; 20101103092227179.pdf



20101103092014722010110309222717
5.pdf (917 KB)... 9.pdf (462 KB)...

Good morning,

As requested by Christine Kenzie (see attached copy of request from Christine), attached please find the Assessment & Taxation Services report to Council concerning the Simon request to waive the tax penalty for Roll 1422790.

The paper copy with original signatures will be sent to LGS today.

Attached

Please let us know when this item will be appearing on the Nov 15/10 Council agenda, so that we can be available to answer any questions that Council may have.

Thanks

Deb Stott

403-342-8123

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

Bev Greter

From: Christine Kenzie
Sent: Tuesday, October 05, 2010 8:49 AM
To: Jennifer Lockhart
Cc: Bev Greter
Subject: RE: 30 Dalton Close

Yes, if you have it ready by November 5th -- that would be great. Please send to report electronically to Bev Greter, as I will be away on holidays until January 4, 2011.

Christine Kenzie | Corporate Meeting Coordinator
Legislative & Governance Services | The City of Red Deer
D 403.356.8978 | F 403.346.6195
christine.kenzie@reddeer.ca

From: Jennifer Lockhart
Sent: October 05, 2010 8:46 AM
To: Christine Kenzie
Subject: RE: 30 Dalton Close

This is correct.

I have not started on the backgrounder report yet. Once the report has been completed and reviewed I will send to you. When would you like to have it in - one week before the actual meeting?

Thanks!

Jen

From: Christine Kenzie
Sent: October 05, 2010 8:45 AM
To: Jennifer Lockhart
Subject: RE: 30 Dalton Close

Thanks Jennifer. Too confirm our telephone conversation, you were going to have a report ready for Council on November 15th? We will send a letter to the Simons indicating that this item would be considered by Council.

Christine Kenzie | Corporate Meeting Coordinator
Legislative & Governance Services | The City of Red Deer
D 403.356.8978 | F 403.346.6195
christine.kenzie@reddeer.ca

From: Jennifer Lockhart

Sent: October 05, 2010 8:32 AM
To: Christine Kenzie
Cc: 'karen.ivansimon@hotmail.com'
Subject: 30 Dalton Close

Good Morning,

Please find the attached correspondence that we have received from Ivan Simon as well as our correspondence that was initiated from the Assessment and Taxation Services Department.

Ivan has asked that I forward this information on to Legislative and Governance Services on his behalf so that he may start the grievance process that will be required to have the penalty waved on his property tax roll.

<< File: 30 Dalton CI Correspondence.pdf >>
Please let me know if you have further questions. Thanks.

Jen Lockhart

Tax Analyst

Assessment & Taxation Services

phone: 403.309.8498

<mailto:Jennifer.Lockhart@reddeer.ca>

Christine Kenzie

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL

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Cc: Bev Greter
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Legislative & Governance Services | The City of Red Deer

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D 403.356.8978 | F 403.346.6195

christine.kenzie@reddeer.ca

From: Jennifer Lockhart
Sent: October 05, 2010 8:32 AM
To: Christine Kenzie
Cc: 'karen.ivansimon@hotmail.com'
Subject: 30 Dalton Close

Good Morning,

Please find the attached correspondence that we have received from Ivan Simon as well as our correspondence that was initiated from the Assessment and Taxation Services Department.

Ivan has asked that I forward this information on to Legislative and Governance Services on his behalf so that he may start the grievance process that will be required to have the penalty waved on his property tax roll.

<< File: 30 Dalton CI Correspondence.pdf >>

Please let me know if you have further questions. Thanks.

Jen Lockhart

Tax Analyst

Assessment & Taxation Services

phone: 403.309.8498

<mailto:Jennifer.Lockhart@reddeer.ca>

Christine Kenzie

From: Jennifer Lockhart
Sent: October 05, 2010 8:32 AM
To: Christine Kenzie
Cc: 'karen.ivansimon@hotmail.com'
Subject: 30 Dalton Close

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

Attachments: 30 Dalton CI Correspondence.pdf

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30 Dalton CI
Correspondence.pdf..

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Jen Lockhart

Tax Analyst

Assessment & Taxation Services

phone: 403.309.8498

<mailto:Jennifer.Lockhart@reddeer.ca>



Legislative & Governance Services

DATE: November 5, 2010

TO: City Manager

FROM: Legislative & Governance Services Manager

SUBJECT: December 1, 2010 Capital Budget Meeting – Change of Time

At the November 1, 2010 Organizational Meeting of Red Deer City Council the Council meeting dates and times for the 2010/11 year were established. At that meeting, the Capital Budget Meeting was set for December 1, 2010 commencing at 1:15 p.m.

Because of the complexity of the Capital Budget discussion and deliberations, it is being recommended that this meeting convene at 10:30 a.m.

Recommendation

That Council adopt a resolution changing the start time of the December 1, 2010 Capital Budget Meeting from 1:15 p.m. to 10:30 a.m.

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

Elaine Vincent, Manager
Legislative & Governance Services

Comments:

I support the recommendation of Administration.

“Craig Curtis”
City Manager

FILE COPY



Council Decision – November 15, 2010

DATE: November 16, 2010
TO: Frieda McDougall, Deputy City Clerk
FROM: Elaine Vincent, Legislative & Governance Services Manager
SUBJECT: December 1, 2010 Capital Budget Meeting – Change of Time

Reference Report:

Legislative & Governance Services, dated November 5, 2010

Resolution:

“Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager dated November 5, 2010 Re: December 1, 2010 Capital Budget Meeting agrees to change the start time of the December 1, 2010 Capital Budget Meeting from 1:15 p.m. to 10:30 a.m.”

Report Back to Council: No

Comments/Further Action:

This office will advertise the change in start time for the Capital Budget Meeting.

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

Elaine Vincent
Legislative & Governance Services Manager

c. Corporate Meeting Coordinator

ORIGINAL



Legislative & Governance Services

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TO: City Manager
FROM: Legislative & Governance Services Manager
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Elaine Vincent, Manager
Legislative & Governance Services