

A G E N D A

FOR THE *REGULAR MEETING OF RED DEER CITY COUNCIL*

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, DECEMBER 2, 2002

COMMENCING AT 4:30 P.M.

- (1) Confirmation of the Minutes of the regular meeting of Monday, November 18, 2002.

(2) **UNFINISHED BUSINESS**

1. Parkland Community Planning Services – Re: *Red Deer Growing Smarter: Design Elements and Ideas for New Residential Neighbourhoods.*

. .1

(3) **PUBLIC HEARINGS**

1. City Clerk – Re: *Land Use Bylaw Amendment 3156/YY-2002 / Part of Lot 43, Block 13, Plan 782 2628 / Rezoning of a Portion of Lot 43 from I1 Industrial (Business Service District) to A2 Environmental Preservation District and a Portion of Lot 43 from A2 Environmental Preservation District to I1 Industrial (Business Service) District / Riverside Heavy Industrial Park / Red Deer & District S.P.C.A.*

(Consideration of 2nd & 3rd Readings of the Bylaw)

. .24

(4) **REPORTS**

1. Treasury Services Manager – Re: *Short Term Borrowing Bylaw 3304/2002.*
(Consideration of 3 Readings of the Bylaw) . . .30
2. Treasury Services Manager – Re: *Reserve Report to Council.* . .32
3. Recreation, Parks & Culture Manager – Re: *Collicutt Centre – October, 2002 Operating Report.* . .38
4. Recreation, Parks & Culture Manager – Re: *City Hall Park – Sites for Future Ghost Projects.* . .46
5. Engineering Services Manager – Re: *Traffic Bylaw Amendment 3186/D-2002 / Proposed Speed Limit Reduction on 30th Avenue, near 22nd Street.*
(Consideration of 3 Readings of the Bylaw) . .51
6. Community Services Director – Re: *Community Services Neighbourhood Planning and Design – Guidelines and Standards.* . .57
7. Inspections & Licensing Manager & Transit Manager – Re: *Refuse/Recycle Containers in the Downtown & Transit Zones.* . .62
8. Personnel Manager – Re: *Alberta Urban Municipalities Association Supplementary Pension Plan.* . .73

(5) **CORRESPONDENCE**

1. Red Deer Public Schools – Re: *Request for Restricted Discounted Transit Pass.* . .80

(6) **PETITIONS AND DELEGATIONS**

(7) **NOTICES OF MOTION**

1. Councillor Jeffry Dawson – Re: *Crime Prevention Master Plan* . .90

(8) **WRITTEN INQUIRIES**

(9) **BYLAWS**

1. **3156/YY-2002** – Land Use Bylaw Amendment – Part of Lot 43, Block 13, Plan 782 2628 / Rezoning of a Portion of Lot 43 from I1 Industrial (Business Service District) to A2 Environmental Preservation District and a Portion of Lot 43 from A2 Environmental Preservation District to I1 Industrial (Business Service) District / Riverside Heavy Industrial Park / Red Deer & District S.P.C.A.
(2nd & 3rd Readings) . .92
. .24
2. **3186/D-2002** – Amendment to Traffic Bylaw 3186/97 - Speed Limit Reduction on 30th Avenue, near 22 Street.
(3 Readings) . .94
. .51
3. **3304/2002** – Short Term Borrowing Bylaw
(3 Readings) . .95
. .30



City Clerk's Department

DATE: November 27, 2002
TO: City Council
FROM: City Clerk
SUBJECT: Red Deer Growing Smarter:
Design Elements and Ideas for New Residential Neighbourhoods

The report submitted by Parkland Community Planning Services, regarding Red Deer Growing Smarter: Design Elements and Ideas for New Residential Neighbourhoods was received as information by Council on Monday, November 18, 2002.

This report is being resubmitted for Council's approval on Monday, December 2, 2002. Comments from the Municipal Planning Commission regarding this report are also included.

Reminder: Please bring your copy of the report submitted to Council on November 18, 2002 as it will not be reproduced with the Monday, December 2, 2002 Council Agenda.

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

Kelly Kloss
City Clerk



City Clerk's Department

DATE: November 26, 2002
TO: City Council
FROM: Gail Surkan, Chair
Municipal Planning Commission
SUBJECT: RED DEER GROWING SMARTER REPORT

At our Municipal Planning Commission meeting of November 25, 2002, Mr. Bill Shaw, Director, Parkland Community Planning Commission gave a comprehensive presentation of the above report.

After careful discussion, the Commission would like to present to City Council, for their consideration, the following points:

1. Treed boulevards – should they be re-introduced into the R1N sections of new subdivisions in order to complete a more attractive streetscape?
Could the additional space required be achieved through a relaxation of front yard setbacks?
2. Higher Density – does this mean that we need to have more open spaces?
What planning guidelines are required to ensure neighbourhoods continue to have a sense of space? What is the role of other spaces, such as storm water systems?
3. What is the fiscal impact of higher density on the Municipal Programs?
4. Gated communities – are they something that we should continue to allow? Are there specific limitations or guidelines that should be implemented to ensure neighbourhoods continue to be fully integrated and inclusive?
5. On street parking – should we regulate it and if so how? Is paving alleys an option to reduce on street parking?

Memo to City Council
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6. Streetlighting and safety on the boulevards – how can we improve it?
What are the tradeoffs between more treed boulevards and a need for better lighting on sidewalks.
7. What guidelines should be in place to ensure high density developments located in the core of a neighbourhood do not create congestion issues for the remainder of the neighbourhood?

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

Gail Surkan, Chair
Municipal Planning Commission



TO: CITY CLERK

FROM: BILL SHAW, DIRECTOR

DATE: NOVEMBER 8, 2002

**RE: RED DEER GROWING SMARTER:
Design Elements and Ideas for New Residential Neighbourhoods**

In the Spring of 2001 Council approved the undertaking of a study to examine Red Deer's neighbourhood development practices with regard to principles of sustainability. On behalf of the Steering Committee I am forwarding the result of that study, this being the report: *Red Deer Growing Smarter: Design Elements and Ideas for New Residential Neighbourhoods*. Because of the size of the report, also being supplied is an *Executive Summary*. These were prepared by Parkland Community Planning Services with the assistance of the Steering Committee and important input from stakeholders and the general community.

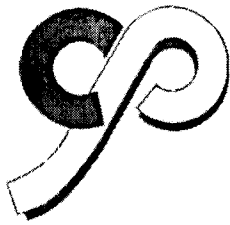
Upon the advice of Councillor Larry Pimm, who chaired the Steering Committee, in recognizing the size of the report and the volume of information contained therein, the following schedule is suggested:

- November 18 Presentation to Council by PCPS
- December 2 Council to consider motion to 'adopt' the report.

The report will be presented to the Municipal Planning Commission on November 18. It is anticipated that MPC at it's meeting on November 25 will make a recommendation to Council regarding the implementation of the report. The recommendation will be forwarded to Council prior to the December 2 Council meeting.

Bill Shaw, ACP, MCIP

cc. Councillor Larry Pimm, Steering Committee Chairman
Councillor Morris Flewelling, Steering Committee Vice-Chairman



**PARKLAND
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PLANNING
SERVICES**

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MEMORANDUM

TO: CITY CLERK

FROM: BILL SHAW

DATE: NOVEMBER 12, 2002

RE: **REFERRAL OF GROWING SMARTER REPORT**

In response to the enquiry this morning from the Mayor and City Manager, I advise that the Growing Smarter Report was circulated for comments to City committees, boards, department managers and selected stakeholder groups. These were referred by means of a memorandum dated September 13, 2002.

The following is a list of the recipients of the report. Responses were received from the ones that are underlined. Their responses were considered by the Steering Committee at its last meeting, resulting in changes to the report prior to its final printing. The Boards, etc. that are represented on the Steering Committee, and therefore had input throughout the process, are shown by *****.

City Boards and Committees

- Environmental Advisory Board ***** (meeting notes)
- Recreation, Parks and Culture Board *****
- Intermunicipal Affairs Committee (discussed at Sept. 24 meeting)
- Joint Use Board (discussed at meeting last week in September)
- Policing Committee
- Transportation Advisory Board
- Family and Community Support Services Board *****
- Normandeau Cultural and Natural History Society

Stakeholders

- Urban Development Institute *****
- Central Alberta Homebuilders
- Red Deer and District Real Estate Board
- Chamber of Commerce
- Red Deer River Naturalists
- ATCO Gas
- ATCO Pipelines
- Telus
- Shaw Cable Systems

City Departments

- Recreation, Parks and Culture Manager/Coordinator
- Social Planning Manager
- Engineering Services Manager
- Land and Economic Development Manager
- Inspection and Licensing Manager
- Emergency Services Manager (Fire Chief)
- Transit Manager
- RCMP Superintendent ****
- Director of Development Services Division **** (input throughout process)
- Director of Community Services Division **** (input throughout process)
- Parkland Community Planning Services **** (input throughout process).



Bill Shaw, ACP, MCIP

cc. Mayor Gail Surkan
 City Manager, Norbert Van Wyk
 Larry Pimm, Chairman of the Steering Committee
 Morris Flewelling, Vice- Chairman of the Steering Committee
 Colleen Jensen
 Bryon Jeffers
 Tony Lindhout

RED DEER GROWING SMARTER:
DESIGN ELEMENTS AND IDEAS
FOR NEW RESIDENTIAL NEIGHBOURHOODS

EXECUTIVE SUMMARY



Parkland Community Planning Services

November 2002

RED DEER GROWING SMARTER:
 DESIGN ELEMENTS AND IDEAS
 FOR NEW RESIDENTIAL NEIGHBOURHOODS



Steering Committee

Larry Pimm (City of Red Deer Councillor) Chairman
 Morris Flewelling (City of Red Deer Councillor) Vice-Chairman
 Colleen Jensen (City of Red Deer Director of Community Services)
 Bryon Jeffers (City of Red Deer Director of Development Services)
 Gord Bontje (Urban Development Institute)
 Trent Harder (Urban Development Institute)
 Phil Hyde (Recreation, Parks and Culture Board)
 Tony Lindhout (Parkland Community Planning Services)
 Dave Lock (RCMP)
 Paolo Mancuso (Red Deer and District FCSS Board)
 Guy Pelletier (Urban Development Institute)
 Vic Walls (Environmental Advisory Board)

Prepared by

Parkland Community Planning Services

Bill Shaw, ACP, MCIP
 Craig Teal, ACP, MCIP
 Johan van der Bank

November 2002

**RED DEER GROWING SMARTER: DESIGN ELEMENTS
AND IDEAS FOR NEW RESIDENTIAL NEIGHBOURHOODS
EXECUTIVE SUMMARY**

1.0 Foreword

In the early 1990s, the Province of Alberta established a mission to work to achieve sustainable development by providing leadership, policy advice and strategies for government, business and the general public. One of the resulting recommendations was that all levels of government demonstrate sustainable development leadership in its operations. The City of Red Deer is one community that 'took up the challenge' by addressing 'sustainability' through the Municipal Development Plan and land use planning system.

In the Municipal Development Plan, one of the key goals is: "to apply the principles of sustainability to managing growth and resources so that fiscal, social and environmental initiatives occur in a manner capable of being sustained in the future." This incorporates three inter-related components:

1. Fiscal sustainability, which includes: costs of buildings, maintaining and operating economical communities and infrastructure; affordable services; development of a sound/balanced tax base; regard for spending priorities that will not burden future generations.
2. Social sustainability, which includes: community design which enhances social diversity, adapts to changing lifestyles, and meets the objective of providing access to affordable housing, health care, education, essential goods, community amenities and services in order that basic needs are met. .
3. Environmental sustainability, which includes: minimization of air, water and soil pollution; reduction of resource consumption; waste reduction; protection of the natural environment.

Early in 2001, the City initiated a 'sustainable community' study with respect to neighbourhood planning. It was to review current approaches to neighbourhood planning and evaluate these approaches relative to the principles of sustainability, including sustainable community initiative elsewhere in Alberta, Canada and the United States.

The resulting report is titled Red Deer Growing Smarter: Design Elements and Ideas for New Residential Neighbourhoods. One of the report's main findings is present developing neighbourhoods in Red Deer exhibit several elements of sustainability. This suggests that neighbourhood planning in Red Deer is 'on the right track.' Nonetheless, the report identifies aspects where Red Deer's approach to planning neighbourhoods could be improved to further enhance their fiscal, social and environmental sustainability. In this regard, the report challenges the way Red Deer – including the City and the residential development community - plans, designs and builds residential areas.

The terms "neighbourhood" and multi-neighbourhood" are used throughout this Executive Summary. They have the following meaning:

neighbourhood means a predominantly residential area which is usually one quarter section (64.75 ha [160 acres]) in size.

multi-neighbourhood means a predominantly residential area generally comprising of two to four neighbourhoods ranging between two to four quarter sections (129.5 to 259 ha [320 to 640 acres]) in size.

2.0 Background

2.1 Purpose

The purpose of this Red Deer Growing Smarter Study is to evaluate Red Deer's existing planning and development practices against the concept of sustainability. This is to be done with the view of advising changes and modifications to Red Deer's policies, standards and practices so residential growth is fiscally, environmentally and socially responsible.

2.2 Study Objectives

The Terms of Reference identified three main areas, or objectives, to be investigated by the study:

1. Review of Red Deer's current approaches to neighbourhood planning
2. Outcome of Red Deer's current practices of neighbourhood planning
3. Recommend changes to Red Deer's neighbourhood planning practices.

2.3 Research and Technical Background Reports

The study process included a review of key literature on sustainable development and related planning movements, including new urbanism, traditional neighbourhood development, smart growth, neo-traditional communities and healthy and livable communities. While several different labels are used, these movements share common themes and suggestions on how neighbourhoods can be designed and developed to balance the social, environmental and economic needs of residents.

A review of Red Deer's current policy framework and its resulting influence on planned and developing residential neighbourhoods was undertaken. To gain insights into current practices and suggestions for potential improvement, interviews were conducted with Red Deer's residential land developers, home builders, emergency response personnel and City staff responsible for planning, engineering, parks, and social care.

Through an examination of eleven new and planned neighbourhoods, the major characteristics of Red Deer's neighbourhoods were identified. This allowed for comparisons to aspects of smarter residential growth demonstrated in neighbourhoods in other cities, particularly Alberta communities that are working within the same or similar economic and environmental conditions as Red Deer.

Ideas of 'best practices' from other communities were gained from the study of planned and developing neighbourhoods in numerous Canadian and American cities. From this research, a series of design elements and ideas that can contribute to the development of sustainable neighbourhoods was compiled and assessed for potential application to Red Deer.

The background reports of the Red Deer Sustainable Community Study include:

- Report No. 1: Study Framework (September 2001)
- Report No. 2: Initial Community Vision and Background (September 2001)
- Report No. 3: Red Deer's Neighbourhoods: Policy Framework and Current Form (January 2002) and Supplementary Report
- Report No. 4: Neighbourhood Planning in Other Communities (March 2002)
- Report No. 5: Sustainable Communities: Compendium of Ideas and Practices (June 2002).

3.0 Red Deer's Neighbourhoods Today

The design of Red Deer's newer, developing neighbourhoods is a product of City policies and changing trends in the housing market. While some of the policy influences have been consistent over the last 20 or so years, neighbourhood design has continued to evolve with new ideas being incorporated on either a pilot or permanent basis.

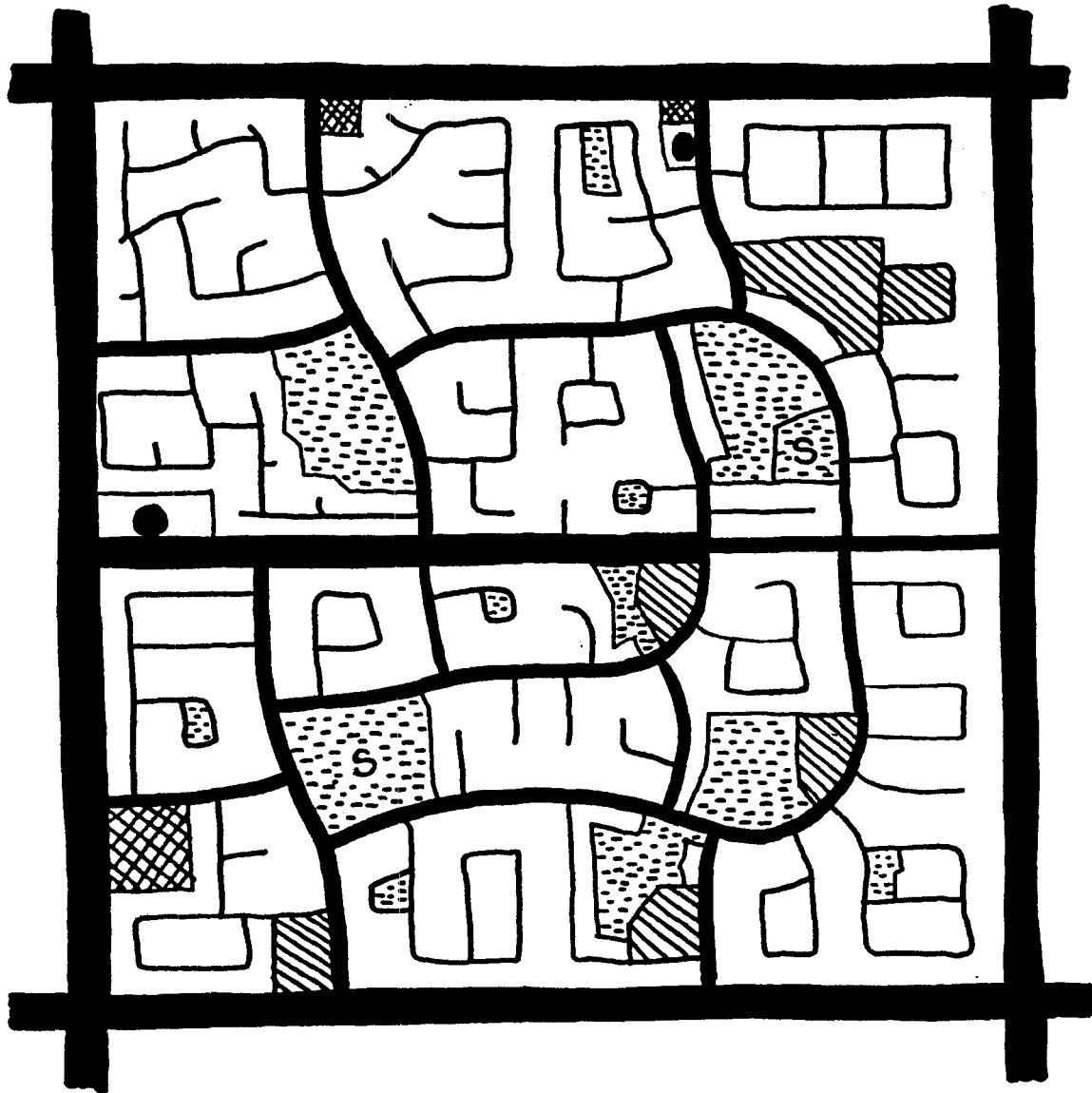
Under the guidance of the City's major area structure plans, new residential areas have generally been planned on a quarter section basis. Each quarter section is considered a separate neighbourhood, with detailed planning approved through a neighbourhood area structure plan. A multi-neighbourhood may consist of up to four neighbourhoods within the one square mile defined by arterial roads, but can be smaller where the major road patterns or natural features restrict the size.

From an analysis of eleven of Red Deer's developing, newer neighbourhoods (listed on Table 1 and schematically shown on Sketch 1) the following are the typical characteristics of present multi-neighbourhoods:

- Size: one mile square containing approximately 259 hectares or 640 acres consisting of four 'separate' neighbourhoods
- Boundaries: usually arterial roads; natural barriers in some cases
- Edges: usually defined by landscaped berms
- Access: limited to collector roads, with 7 or 8 entries per multi-neighbourhood and 2 per neighbourhood
- Road pattern: generally curvilinear; neighbourhoods are linked by the collector roads and some local roads
- Central park/school sites: usually one per neighbourhood (i.e. four per multi-neighbourhood)
- Local and linear parks: generally minimal, although recently more space has been allocated to these
- Average density of 11.74 dwelling units per gross hectare
- Multi-family housing: located on external edges near entry points

- Commercial: two commercial sites per multi-neighbourhood, usually at entry points
- Few, if any effective focal points.

Sketch 1: 'Typical' Contemporary Red Deer Multi-Neighbourhood



LEGEND:

AREA SHOWN: 1 SECTION (640 ACRES)

ARTERIAL ROADS	MULTI-FAMILY
COLLECTOR ROADS	SCHOOL SITE
LOCAL ROADS	CHURCH SITE
OPEN SPACE	COMMERCIAL SITE
LOW DENSITY RESIDENTIAL	

Table 1: 'Typical' Red Deer Neighbourhood

Size of Neighbourhood (Gross Developable Area):	58.3 ha
Land Area for Residential Uses:	33.5 ha (57.5% of total area)
Land Area for Parks and School Sites:.....	8.2 ha (14.0% of total area)
Land Area for Other Uses:.....	3.6ha (Commercial, Church, Social Care and Utility Lots) (6.1% of total area)
Land Area for Roads and Lanes:.....	13.1 ha (22.4% of total area)
Land Area for Low Density Residential:	29.4 ha (Single detached and semi-detached housing)
Land Area for Multiple Family Residential:.....	4.1ha (Fourplex, row/town and apartment style housing)
Number of Dwelling Units:	684
Number of Low Density Residential Units:	555 (Single detached, semi-detached housing, manufactured home) (81.1%)
Number of Multiple Family Residential Units:	129 (Fourplex, row/town and apartment style housing) (18.9%)
Density of Residential Development (dwelling units per hectare):	11.74
Potential Population (based on 2.5 to 3.2 occupancy per unit):	. 1,710 – 2,188

Note: based on 11 new and recently developed neighbourhoods, these being: Anders-on-the-Lake, Aspen Ridge, Davenport, Devonshire, Inglewood, Kensington/Kingsgate, Kentwood West, Lonsdale, Lancaster Green, Oriole Park West and West Park Extension)

4.0 Sustainable Neighbourhood Vision

Two community workshops attended by persons representing various sectors of neighbourhood life and development produced a vision of the characteristics of sustainable neighbourhoods. Red Deer's vision of a sustainable neighbourhood consists of...

Major Principles

1. A diversity of housing types which provide opportunities for a diverse population in terms of age and income levels

2. A mix of uses so there is access to a broad range of recreation, education, commercial, work places, social services and amenities
3. A strong sense of community based on caring for neighbours, pride in private property and public spaces, and safe environs provided through design and the presence of emergency services
4. Priority on a diversity of open spaces that facilitate a variety of leisure activities (both active and passive) and serve to provide connections within the neighbourhood and to other neighbourhoods
5. Visually appealing neighbourhoods which include highly attractive, durable buildings and treed parks and streetscapes
6. A diverse range of transportation opportunities (roads, transit, trails) that provide connections to other neighbourhoods and to services and amenities within the City

Environmental Principles

7. More intense use of land and buildings providing for an increased population density and greater mix of uses and activities
8. Green space that is accessible and serves multiple purposes including natural preservation, wildlife habitat and recreational pursuits
9. Wise use of water through water retention systems and conservation
10. Reduction of solid waste and opportunities for recycling and solid waste diversion

Social Principles

11. Affordable and appropriate housing opportunities for all income and age groups
12. A safe community consisting of well-lit streets, highly visible sidewalks and crosswalks and served by effective community policing programs
13. Inclusive, accessible and affordable services and amenities catering to a broad range of needs and interest
14. A series of gathering places, including multi-purpose community facilities, that are within walking distance of homes
15. Identifiable neighbourhoods through distinguishing entrance features, edges, focal points, public art and other visual amenities

Economic/Infrastructure Principles

16. A safe, accessible transportation system that caters to several modes of transportation (auto, transit, pedestrian, bicycle) for travel within the neighbourhood, to other neighbourhoods and other parts of the city
17. Roadways designed to provide optional routings, reduce trip lengths, slow and minimize traffic on local roads and make use of alternate materials such as recycled products
18. Reduced costs through the use of energy efficient infrastructure and opportunities to convert waste products into energy
19. "Smart" infrastructure and 'wired' neighbourhoods to support home-based employment and communication.

Being a vision of the form of sustainable neighbourhoods desired for Red Deer, these 19 neighbourhood vision elements should form the essence of neighbourhood and multi-neighbourhood planning and development.

5.0 Recommended Community Design Elements

Red Deer's contemporary neighbourhoods already have many sustainable elements. However, a review of neighbourhood planning and development practices and ideas that are applied in other cities across North America has led to the following series of recommended design elements as a base for neighbourhood planning in Red Deer.

General

1. Establish neighbourhood planning and development guidelines and standards
2. The basic module for neighbourhood planning usually will be one quarter section (approximately 64.75 ha or 160 acres)
3. Multi-neighbourhood communities are to be formed by integrating the plans for two to four adjacent neighbourhoods, with the size being determined by natural features and/or arterial roads; generally, multi-neighbourhoods are to be 129.5 ha (320 acres) to 259 ha (640 acres) in size

General Form

4. Plan for complete, higher density walkable multi-neighbourhoods that contain a mix of housing, shops and services for daily needs, work places, schools, community facilities and a variety of active and passive open spaces
5. Encourage identifiable neighbourhoods that promote a sense of place through the provision of recognizable boundaries, distinct entrances and a series of public focal points
6. Give high priority to the location, accessibility and connectivity of public spaces
7. Create multi-neighbourhoods that contain a vital mixed use multi-neighbourhood level gathering place and a series of other neighbourhood nodes, all strategically located to encourage use and access to by walking, cycling and transit
8. Enhance the aesthetics of communities with attractive streetscapes and public buildings, appealing architecture and distinctive public gathering places

Housing

9. Provide for a broad range of housing types and price ranges in each neighbourhood to encourage the evolution of a blended, inclusive residential neighbourhood
10. Require plans for new neighbourhoods to achieve a density between the range of 12.35 and 17.30 dwelling units per gross developable hectare (5 to 7 du/gross developable acre) if major utility infrastructure so permits;

gross developable area is the total area of land in title less land for: environmental reserve; major roads (expressways and arterials); regional and district commercial sites; industrial uses; high schools and sports fields additional to municipal reserve land dedicated for these purposes and, as determined by the City, may include special land uses sites, constructed wetlands and retention (wet) ponds or portions thereof that have high aesthetic values

11. Provide for the density in existing neighbourhoods to increase to no more than 17.30 dwelling units (7 du/acre) per gross developable hectare if major utility infrastructure so permits and the applicable neighbourhood area structure is amended or, where there is no neighbourhood area structure plan, a neighbourhood area structure plan is adopted to provide for the increased density
12. Require within a new neighbourhood multi-attached housing (three or more dwelling units) to be no less than 20 percent of the total housing units while single detached and semi-detached housing is no less than 60 percent of the total housing units, but the ratio of detached housing (includes narrow lots and manufactured homes) to semi-detached housing must be at least 3:1
13. Locate higher density forms of housing in close proximity to a major open space and transit stop, but not always near the edge of a neighbourhood in order to be adjacent to community or neighbourhood gathering place; some higher density housing should be located adjacent to or in near proximity to a commercial development
14. Design a neighbourhood to consist of interconnected detached residential modules of up to 50 to 60 units. The concentration of semi-detached, multi-attached (excluding apartments) and narrow lot single detached housing are to be limited to modules of up to 50 to 60 units with individual modules being separated by different housing forms or land uses
15. Since neighbourhoods are meant to be inclusive entities, gated communities should be avoided; if permitted they should be in locations where the 'fenced surround' is least visible and the appearance of the fence surround and gate are softened by the use of a see-through design and materials and/or landscaping along the fence surround
16. Allocate parcels on which the development of an accessory suite may be developed; as part of the neighbourhood density calculation each accessory suite will count for one-half (0.5) a dwelling unit
17. Encourage housing designs for front and side yards facing streets to emphasize social spaces and entry features (porches, verandas, windows, front doors) and de-emphasize attached garages and driveways

Open Space

18. Give high priority to the provision of a diversity of parks, including large multi-purpose parks, sub-neighbourhood parks, parkettes, linear parks and natural areas that serve a broad range of ages, interests and abilities
19. Give higher priority to linear parks that serves to link open spaces within a neighbourhood and one neighbourhood to another

20. Locate at least three parkettes, or their equivalent, in each neighbourhood at locations that encourage their frequent use (e.g. all homes are within a 2 - 3 minute walk)
21. Locate larger open spaces containing sports fields so they are shared by two or more neighbourhoods, usually as a joint use site with a school; if higher density housing is not adjacent to a larger open space, the housing should have green space integrated with the development
22. Promote urban forestry through the retention of significant trees and stands of trees and the planting of trees along streets, within yards and in public open spaces

Gathering Places

23. Strategically distribute and locate functional, desirable gathering places within neighbourhoods; utilize where advantageous a more flexible approach to the use and distribution of municipal reserve dedication, to encourage higher levels of sustained use
24. Encourage the provision of at least one gathering place per neighbourhood designed to integrate three or more of the following land uses: commercial, educational, cultural, recreational, transit stop and clustered mailboxes, often adjacent to or close by higher density housing
25. Direct shops and services to a highly accessible 'centre' located usually at an entrance to the neighbourhood
26. Locate schools and sports fields as key functional components of joint use sites shared by two or more neighbourhoods
27. Locate and design schools and other public buildings to enhance their role as community focal points

Social and Cultural

28. Provide for a diversity of social interaction opportunities through the provision and design of a variety of gathering places and open spaces which serve as places to shop, learn, play, rest, contemplate, celebrate and visit
29. Design gathering places to enhance a neighbourhood's sense of place by promoting interest and functionality for social interaction, but not at the expense of personal and community safety
30. Encourage the provision of public art in gathering places or other prominent neighbourhood locations to enhance the sense of 'neighbourhood' place
31. Provide opportunities for employment within a neighbourhood
32. Integrate existing heritage resources, including where appropriate the preservation of the resource, into the design of a neighbourhood
33. Provide a range of social, education, health, recreation and cultural opportunities within a multi-neighbourhood or reasonable access to by means of affordable and efficient public transit

Circulation/Connections

34. Provide an internal multi-neighbourhood roadway system that facilitates the effective collection and dispersion of traffic within the multi-

- neighbourhood while discouraging cut-through traffic; boundary roads are to be expressways or arterials, while internal roads normally are to be collectors and local roads; portions of neighbourhoods may be laneless
35. Design streets to provide for the safe movement of traffic, as well as safe pedestrian and bicycle movement
 36. Implement design standards for each class of roadway to provide, without overbuilding, for the main function of the roadway
 37. Design the neighbourhood street and trail/linear park system to provide direct links between multi-neighbourhood and neighbourhood level focal points
 38. Place more emphasis on the creation of attractive, pedestrian-friendly streetscapes
 39. Design a neighbourhood that integrates a safe and convenient trailway system for non-motorized travel that links gathering places inside the neighbourhood and connects the neighbourhood with others in the multi-neighbourhood and city-level (regional) trails
 40. Integrate transit services so convenient transit stops will be available at edges of the neighbourhood and at key places along collector roads within the neighbourhood

Infrastructure and the Natural Environment

41. Integrate existing significant natural areas into the design of a neighbourhood in a manner that complements and links the open space system
42. Encourage energy efficiency by designing subdivisions, sites and buildings that reduce the energy needed for heating and cooling
43. Encourage neighbourhood designs and development standards that promote water conservation
44. Encourage sustaining a natural water balance, both quantitatively and qualitatively, through community design
45. Integrate stormwater management facilities into the neighbourhood open space system so their location and configuration promote public social interaction, including various forms of leisure activities
46. Encourage waste diversion (i.e. the three R's – reduce, recycle, reuse) in all aspects of community development

Fiscal

47. Share infrastructure, services and facilities within multi-neighbourhoods (in striving for lower infrastructural costs per housing unit)
48. Utilize shared use buildings, sites and parking areas wherever possible
49. Balance municipal services and amenities provided in neighbourhoods with the ability of the overall municipal tax base to support their provision and maintenance
50. Minimize the use of public utility lots and maximize the use of easements for underground services not located in road rights-of-way.

6.0 Red Deer's Future Neighbourhoods

Application of the above design elements will lead changes in the form of Red Deer's multi-neighbourhoods. While there will be considerable variation in detailed neighbourhood designs in response to the recommended neighbourhood design elements, Sketch 2 and Table 2 present the characteristics of what a multi-neighbourhood may look like based on the recommended design elements.

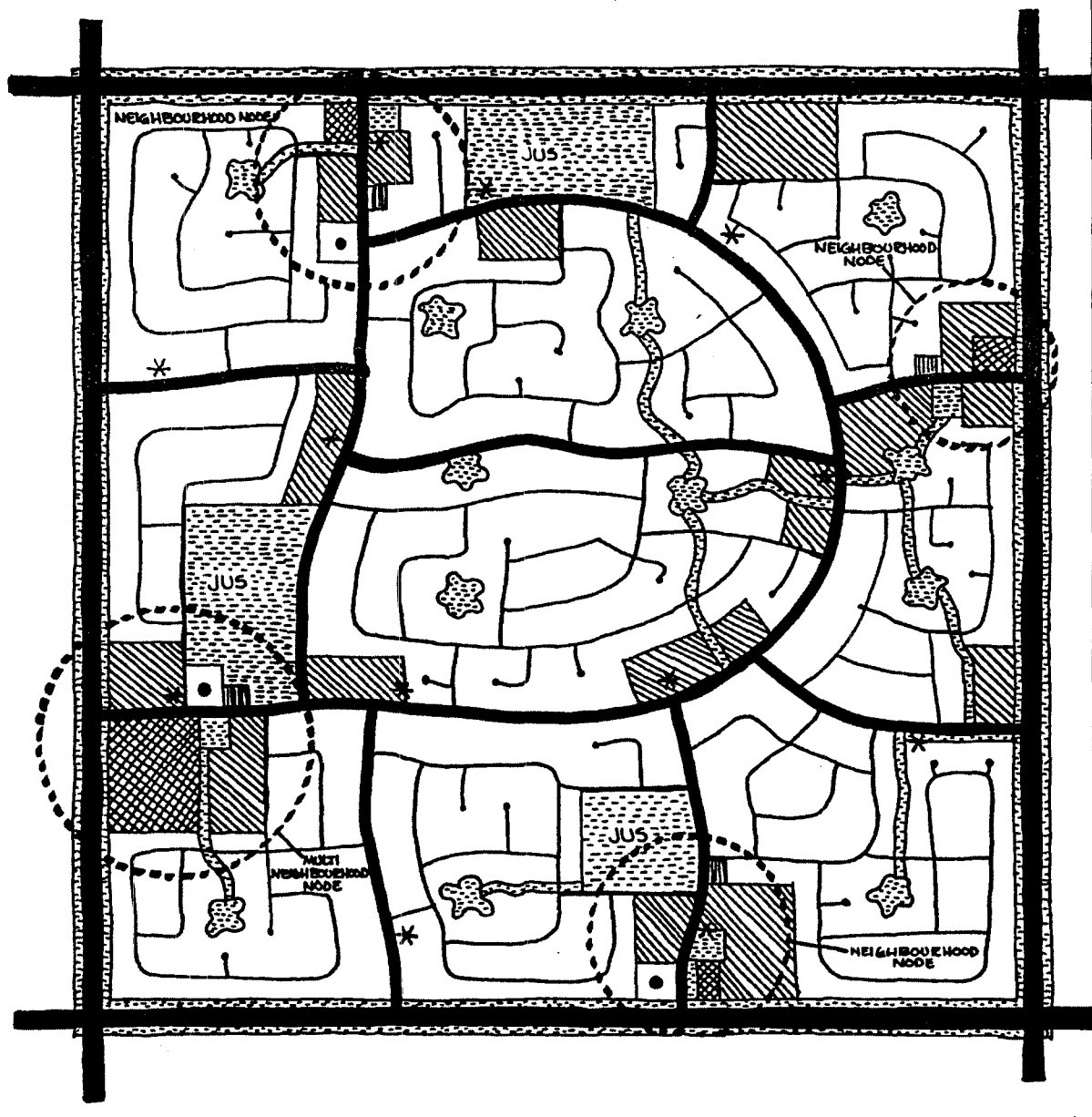
Table 2: Conceptual Neighbourhood Based on Recommended Neighbourhood Design Elements

Size of Neighbourhood (Developable Area):	58.3 ha
Land Area for Residential Uses:	35.0 ha (60.0% of total area)
Land Area for Parks and School Sites:.....	5.83 ha (10.0% of total area)
Land Area for Other Uses:.....	4.1 ha (Commercial, Church, Social Care and Utility Lots) (7.0% of total area)
Land Area for Roads and Lanes:.....	13.4 ha (23% of total area)
Land Area for Low Density Residential:	29.5 ha (Single detached and semi-detached housing)
Land Area for Multiple Family Residential:.....	5.5 ha (Fourplex, row/town and apartment style housing)
Number of Dwelling Units:	862
Number of Low Density Residential Units:	646 (Single detached, semi-detached housing, manufactured home) (75%)
Number of Multiple Family Residential Units:	216 (Fourplex, row/town and apartment style housing) (25%)
Density of Residential Development (dwelling units per hectare):	14.8
Potential Population (based on 2.5 to 3.2 occupancy per unit):	2,155 – 2,758

Table 3 summarizes some key differences between Red Deer's contemporary 'typical' neighbourhood and future neighbourhoods designed and developed in accordance with the design elements presented in Section 5 above.

Sketch 2

Conceptual Multi-Neighbourhood Based on Recommended Neighbourhood Design Elements



LEGEND:

AREA SHOWN: 1 SECTION (640 ACRES)

	ARTERIAL ROADS		JOINT USE SPACE
	COLLECTOR ROADS		CHURCH SITE
	OPEN SPACE		COMMERCIAL SITE
	LOW DENSITY RESIDENTIAL		SOCIAL CARE
	MULTI-FAMILY		TRANSIT STOP

Table 3 Comparison of Typical Contemporary and Conceptual New Neighbourhoods

Typical Contemporary Neighbourhood	Neighbourhood Aspect	Conceptual New Neighbourhood
58.3 ha	Size of Neighbourhood (Developable Area)	58.3 ha
33.5 ha (57.5% of total area)	Land Area for Residential Uses	35.0 ha (60.0% of total area)
8.2 ha (14.0% of total area)	Land Area for Parks and School Sites	5.83 ha (10.0% of total area)
3.6 ha (6.1% of total area)	Land Area for Other Uses	4.1 ha (7.0% of total area)
13.1 ha (22.4% of total area)	Land Area for Roads and Lanes	13.4 ha (23.0% of total area)
29.4 ha	Land Area for Low Density Residential	29.5 ha
4.1 ha	Land Area for Multiple Family Residential	5.5 ha
684	Number of Dwelling Units	862
555 (81.1%)	Number of Low Density Residential Units (single detached and semi-detached housing)	646 (75%)
129 (18.9%)	Number of Multiple Family Residential Units	216 (25%)
11.74	Density of Residential Development (dwelling units per hectare)	14.8
1,710 – 2,188	Potential Population (based on 2.5 to 3.2 occupancy per unit)	2,155 – 2,758

While the land required for roads and lanes is envisioned to increase marginally from 22.4% to 23.0% of the gross developable area, the amount of land for municipal reserves (parks and schools) is likely to decrease from 14% to 10.0%, as is already being experienced in recently planned neighbourhoods (e.g. West Park Extension, Inglewood). This decrease is related to costs. As land and servicing costs increase, developers become less willing to provide open space additional to the 10% maximum municipalities are allowed by legislation to require through the subdivision process. By keeping municipal reserve at close to 10%, more land is available for housing, thus yielding more housing units and reducing the cost per unit of development.

Even with a decrease in the proportion of low density housing from 81% to 75%, the number of these forms of housing increases from 555 to 646 dwelling units. The area of land for single detached, semi-detached and manufactured homes is

increased marginally from 29.4 ha to 29.5 ha, meaning average lot sizes will decrease. Land for multi-family housing increases by 34%, from 4.1 ha to 5.5 ha, to accommodate the increase in multi-family housing from 18.9% to 25%.

It is anticipated that the average density of the new neighbourhood will increase to 14.8 dwelling units per gross developable hectare. This represents an increase of 26% from the current average of 11.74 du/ha. However, this average includes three neighbourhoods that are well below the density of other new neighbourhoods which are approaching, or have exceeded, 14.8 du/ha. The average density of Aspen Ridge, Davenport, Devonshire, Inglewood and Lonsdale neighbourhoods is 13.87 du/ha, or only 6.7% less than the future anticipated average density of 14.8 du/ha.

Other changes in neighbourhood form are evident from a comparison of Sketches 1 and 2. These include:

- The change in location of joint use sites to an edge of the multi-neighbourhood or to a site straddling two neighbourhoods (in contemporary neighbourhoods the sites are central within a neighbourhood)
- More linear park space, including 'central greenway' 'spine'
- More parkettes, which are often linked by linear green space to collector roads, joint use sites, multi-family sites or the or central greenway
- A street pattern that is a hybrid of curvilinear and modified grid patterns
- Focal points, including significant buildings at key road intersections or entry points
- Multi-use nodes, often at the entrance to neighbourhoods
- Multi-family housing dispersed throughout the multi-neighbourhood, including central locations along transit routes
- Higher portion of the total housing is multi-family (three or more units).

7.0 Implementation

The implementation of the design elements and ideas for smarter growth neighbourhoods will require a number of actions by the City of Red Deer to revise statutory plans, the Land Use Bylaw and other documents that guide the design and development of neighbourhoods. As a part of these actions, it will be important to continue to consult the neighbourhood development sector and community groups. Section 9 of the full Growing Smarter Report outlines actions to implement the sustainable neighbourhood vision and neighbourhood design elements and ideas through changes to the municipal development plan, major area structure plans, the land use bylaw and pertinent guideline documents.

To be remembered is that this report brings together a series of ideas for smarter, more sustainable growth through neighbourhood planning and development. These are ideas and suggestions. It remains for the City's community, social and park planners and engineers to determine the specifics of changes to neighbourhood planning practices, whether they are policies, standards or guidelines.

Comments:

We recommend that Council accept the recommendations of the "Red Deer Growing Smarter Report" as the foundation for appropriate development standards and guidelines in the Community. We further recommend that Council direct the Administration to prepare the appropriate amendments to the Municipal Development Plan and Land Use Bylaw and to develop Neighbourhood Planning and Design Guidelines which carry out the intent of the report's recommendations. Elsewhere on Council's agenda is a proposed draft of the Neighbourhood Planning and Design Guidelines incorporated in a report from the Community Services Director for Council's consideration and input on December 16, 2002.

We acknowledge that a number of issues have been highlighted by the Municipal Planning Commission and that more may be identified by Council during debate. We recommend that Council refer these issues to the Administration for further detailed analysis and a report back to Council on how they may be incorporated in either the appropriate statutory amendments or the design guidelines.

It is clear that both the Municipal Development Plan and Land Use Bylaw constitute Council policy and changes to those documents can only be implemented by Council. The Neighbourhood Planning & Design Guidelines, however, are more reasonably treated as an administrative document carrying out the planning principles established by Council. In this way the guidelines can, from time to time, be updated or refined to meet changes in circumstances within the community or within the development industry.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Comments:

We agree with the process identified by Parkland Community Planning Services. The report and executive summary are provided as attachments. Please retain these documents and bring them to the December 2, 2002 Council meeting.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager



City Clerk's Department

Council Decision – November 18, 2002

FILE

DATE: November 19, 2002

TO: Bill Shaw, Director
Parkland Community Planning Services

FROM: Kelly Kloss, City Clerk

SUBJECT: Red Deer Growing Smarter:
Design Elements and Ideas for New Residential Neighbourhoods

Reference Report:

Parkland Community Planning Services, dated November 8, 2002

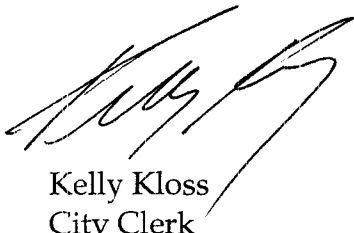
Bylaw Readings:

Resolutions:

Report Back to Council: Yes

Comments/Further Action:

This report is to be re-submitted to Council for consideration at the December 2, 2002 Council Meeting.



Kelly Kloss
City Clerk

/chk

c

THE CITY OF RED DEER

Date: December 2, 2002

No. 1, p. 1

Moved by Councillor

Pimm

Seconded by Councillor

Flewelling

Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated November 12, 2002, re: Red Deer Growing Smarter: Design Elements and Ideas for New Residential Neighbourhoods, hereby:

1. Accepts the recommendations of the "Red Deer Growing Smarter" Report dated November, 2002, as the foundation for appropriate development standards and guidelines in Red Deer;
2. Directs the Administration to prepare necessary statutory amendments to reflect the recommendations of the report that also addresses the issues identified by the Municipal Planning Commission in its report dated November 26, 2002.

Dawson	Watkinson -Zimmer	Hughes	Higham	Flewelling	Moffat	Pimm	Rowe	Surkan
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For

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Against

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Absent

THE CITY OF RED DEER

Date: December 2, 2002

No. 2, p. 32

Moved by Councillor *Flanagan*

Seconded by Councillor *Pinn*

Resolved that Council of the City of Red Deer, having considered the report from the Treasury Services Manager, dated November 22, 2002, re: Reserve Report, hereby agrees to:

1. Transfer \$3.14 million from the E.L. & P. reserve to the Capital Projects Reserve.
2. Transfer any 2002 E.L. & P. surplus to the Capital Project Reserve.
3. Transfer the balance of the Power Rate Equalization Reserve to the Capital Projects Reserve.
4. Combine the garbage and recycling stabilization reserves into one Waste Management and Collection Stabilization Reserve.
5. Establish three Landfill Reserve Funds: Landfill Stabilization, Landfill Cell Construction, and Phase 2 Construction.
6. Reallocate the existing approximate \$3.7 million solid waste reserve funds as follows:
 - a) Approximately \$.63 million to Waste Management & Collection Stabilization.
 - b) Approximately \$.33 million to Landfill Stabilization.
 - c) Approximately \$2.74 million to Landfill Cell Construction
7. Establish a distinct Subdivision Reserve and that current and future subdivision surpluses be transferred to this reserve.

8. Consolidate the following reserves with the Tax Rate Stabilization Reserve:

- (a) ITS Regional Technology Initiatives - Approximately \$.10 million.
- (b) Utility Billing Write Offs - Approximately \$.11 million.
- (c) 2001 Utility Contingency Reserve - Approximately \$.36 million.

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THE CITY OF RED DEER

Date: December 2, 2002

No. 3, p. 46

Moved by Councillor

Flewelling

Seconded by Councillor

Hughes

Resolved that Council of the City of Red Deer, having considered the report from the Recreation, Parks and Culture Manager, dated November 25, 2002, re: City Hall Park – Sites for Future Ghost Projects, agrees to

1. Amend the resolution passed by Council on July 29, 2002, re: Sites for Ghost Projects, by deleting Item No. 9 – “49 Avenue and Ross Street – South East Corner of the Intersection” and replacing it with “48th Avenue and Ross Street – South East Corner of the Intersection”

2. Approve the three ghost sites in and around City Hall park, as part of the Downtown Ghost Project as follows:

At or near the

1. *^* Entrance to the park at the corner of Ross Street and 49th Avenue.
2. Entrance to the park at the corner of 49th Street and 49th Avenue.
3. On the sidewalk bulb at the South West corner of 48th Avenue and Ross Street.

At or near the

Dawson Watkinson Hughes Higham Flewelling Moffat Pimm Rowe Surkan
 -Zimmer

☐☐☐☐☐☐☐☐☐☒☐☐☐

Carried

Defeated

Withdrawn

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☐ For

✓ Against

A
Absent

THE CITY OF RED DEER

Date: December 2, 2002

No. 4 p. 62

Moved by Councillor *Lorne*

Seconded by Councillor *Dawson*

Resolved that Council of the City of Red Deer, having considered the report from the Inspections & Licensing Manager and the Transit Manager, dated November 25, 2002, re: Refuse/Recycle Containers in the Downtown and Transit Zones, agrees to the following.

1. That the Sign Bylaw be amended to allow placement of refuse/recycle containment with advertising panels in order to continue the Pilot Projects.
2. That the refuse/recycle container project, on behalf of the Downtown Business Association, be extended, ^{not} for one year until November 1, 2003, based on the identified criteria in the above noted report.
3. That a separate Pilot Project, specifically for the City of Red Deer Transit Department, be started based on the identified criteria in the above report.

downtown

Dawson

Watkinson
-Zimmer

Hughes

Higham

Flewelling

Moffat

Pimm

Rowe

Surkan

☐☐☒☒☒☐☒☐☒☐☒☐☐

Carried

Defeated

Withdrawn

Tabled

☐ For

✓ Against

A
Absent

THE CITY OF RED DEER

Date: December 2, 2002

4A
No. 62

Moved by Councillor

Rowe

Seconded by Councillor

Flewwelling

Resolved that Council of the City of Red Deer, having considered the report from the Inspections & Licensing Manager and the Transit Manager, dated November 25, 2002, re: Refuse/Recycle Containers in the Downtown and Transit Zones, agrees to the following:

1. That the Sign Bylaw be amended to allow placement of refuse/recycle containment with advertising panels in order to continue the Pilot Projects.
2. That the refuse/recycle container project, on behalf of the Downtown Business Association be extended for one year until November 1, 2003, based on the identified criteria in the above noted report.
3. That a separate Pilot Project, specifically for the City of Red Deer Transit Department, be started based on the identified criteria in the above report.
4. That statistics be kept on the amount of garbage and recycling collected during the pilot ~~period~~ projects time lines.

Dawson

Watkinson
-Zimmer

Hughes

Higham

Flewwelling

Moffat

Pimm

Rowe

Surkan

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Carried

Defeated

Withdrawn

Tabled

☐ For

✓ Against

A
Absent

THE CITY OF RED DEER

Date: December 2, 2002

No. 5, p. 73

Moved by Councillor

Pimm

Seconded by Councillor

Flewelling

Resolved that Council of the City of Red Deer, having considered the report from the Personnel Manager, dated November 25, 2002, re: Alberta Urban Municipalities Association Supplementary Pension Plan, approves the City of Red Deer's participation in the Alberta Urban Municipalities Association pension program, including both APEX (Supplementary Pension) and APEX+ (Overcap Pension), on the basis of the options recommended in the above noted report, with the funding for the program being included for consideration in the 2003 Budget.

Severed.

Dawson	Watkinson -Zimmer	Hughes	Higham	Flewelling	Moffat	Pimm	Rowe	Surkan
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✓ Against

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Absent

THE CITY OF RED DEER

Date: December 2, 2002

No. ^{5A} 73, p. 73

Moved by Councillor

Pimm

Seconded by Councillor

Flewwelling

Resolved that Council of the City of Red Deer, having considered the report from the Personnel Manager, dated November 25, 2002, re: Alberta Urban Municipalities Association Supplementary Pension Plan, approves the City of Red Deer's participation in the Alberta Urban Municipalities Association pension program, ~~including both APEX (Supplementary Pension) and APEX+ (Overcap Pension)~~, on the basis of the option recommended in the above noted report, with the funding for the program being included for consideration in the 2003 Budget.

Dawson	Watkinson -Zimmer	Hughes	Higham	Flewwelling	Moffat	Pimm	Rowe	Surkan
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☐ For

✓ Against

A
Absent

THE CITY OF RED DEER

Date: December 2, 2002

No. ^{5B} 73, p. 73

Moved by Councillor

finner

Seconded by Councillor

Flewelling

Resolved that Council of the City of Red Deer, having considered the report from the Personnel Manager, dated November 25, 2002, re: Alberta Urban Municipalities Association Supplementary Pension Plan, approves the City of Red Deer's participation in the Alberta Urban Municipalities Association pension program, ~~including both APEX (Supplementary Pension) and APEX+ (Overcap Pension),~~ on the basis of the option recommended in the above noted report, with the funding for the program being included for consideration in the 2003 Budget.

Dawson	Watkinson -Zimmer	Hughes	Higham	Flewelling	Moffat	Pimm	Rowe	Surkan
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☐ For

☒ Against

A
Absent

THE CITY OF RED DEER

Date: December 2, 2002

No. 6, p. 80

Moved by Councillor

Dawson

Seconded by Councillor

Flewelling

Hereby **Resolved** that Council of the City of Red Deer, having considered the correspondence from the Red Deer Public School, dated October 28, 2002 and the report from the Transit Manager, dated November 20, 2002 re: Red Deer Public School - Request for Restricted Discounted Transit Pass, denies the request for Restricted Discounted Transit Pass at the rate requested.

Add. @ extra Here. 6A

Dawson	Watkinson -Zimmer	Hughes	Higham	Flewelling	Moffat	Pimm	Rowe	Surkan
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☐ For

✓ Against

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Absent

December 2 / 02

6A

Be it further resolved that the Council ~~of the City of Red Deer~~ invite the Red Deer Public School District #104 to participate in a task force to address the the question of student transportation more fully, City representation to consist of two Councillors, representation from the Transportation Advisory Board and Administration Staff as needed, RDPSP representation to be as determined by the Public School District ~~application boards.~~

+ the CTE

the Red Deer
and Catholic Board of Education

Representation on the task force to include:

- a) City - Two Councillors, Transportation Advisory Board ~~members~~ representation, Administrative staff
- b) Public School ~~Board~~ - as determined by its Board
- c) Catholic School - as determined by its Board,

THE CITY OF RED DEER

Date: December 2, 2002
Moved by Councillor Dawson

No. 7, p. 90
Seconded by Councillor

Whereas Crime Prevention Master Plans have proven valuable in the reduction of crime in jurisdictions outside of Alberta,

And whereas crime has been identified by many organizations, groups and individuals within Red Deer as being a major concern,

And whereas The City of Red Deer believes in sound planning principals when dealing with issues that affect the entire community which require careful consideration and a methodical approach towards a solution,

Therefore be it resolved that the Council of The City of Red Deer hereby request a presentation on Municipal Involvement in Community Justice and Crime Prevention by Mr. Walter Kubanek, Chief Crown Prosecutor to further educate Council on the issues within Red Deer which can be addressed by the creation of a Crime Prevention Master Plan, *members of*

Further be it resolved that administration research and provide information to Council on the jurisdictions who have created Crime Prevention Master Plans and corresponding local Crime Prevention Councils and the effectiveness they have had on the communities that have implemented them,

Further be it resolved that administration prepare a budget and terms of reference for the creation of a Crime Prevention Master Plan for The City of Red Deer and make a recommendation on the necessity to create a Crime Prevention Council or the possible use of the Policing Committee to provide the service normally provided by a Crime Prevention Council."

Submitted to the noted presentation and discussion

Dawson	Watkinson -Zimmer	Hughes	Higham	Flewwelling	Moffat	Pimm	Rowe	Surkan
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Carried Defeated Withdrawn Tabled

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For

✓ Against

A

Absent

DATE: December 3, 2002

TO: Bill Shaw, Director
Parkland Community Planning Services

FROM: Kelly Kloss
City Clerk

SUBJECT: Red Deer Growing Smarter:
Design Elements and Ideas for New Residential Neighbourhoods

Reference Report:

Parkland Community Planning Services, dated November 8, 2002

Resolutions:

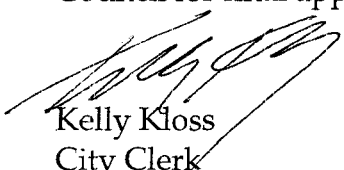
Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated November 12, 2002, re: Red Deer Growing Smarter: Design Elements and Ideas for New Residential Neighbourhoods, hereby:

1. Accepts the recommendations of the "Red Deer Growing Smarter" Report dated November, 2002, as the foundation for appropriate development standards and guidelines in Red Deer;
2. Directs the Administration to prepare necessary statutory amendments to reflect the recommendations of the report that also addresses the issues identified by the Municipal Planning Commission in its report dated November 26, 2002.

Report Back to Council: Yes

Comments/Further Action:

Please prepare the necessary amendments, as noted above, to be brought back to Council for final approval.



Kelly Kloss
City Clerk
/chk



City Clerk's Department

DATE: November 5, 2002
TO: City Council
FROM: City Clerk
SUBJECT: Land Use Bylaw Amendment 3156/YY-2002
Part of Lot 43, Block 13, Plan 782 2628 – Riverside Heavy Industrial Park
Red Deer & District S.P.C.A.

History

At the Monday, November 4, 2002 meeting of Council, Land Use Bylaw Amendment 3156/YY-2002 was given first reading.

Land Use Bylaw Amendment 3156/YY-2002 will accommodate the sale of 2.35 acres of land, more or less, to the Red Deer & District S.P.C.A. The Red Deer & District S.P.C.A. had previously leased this land from the City. A portion of Lot 43, Block 13, Plan 782 2628 will be rezoned from I1 Industrial (Business Service) District to A2 Environmental Preservation District and another portion of Lot 43 will be rezoned from A2 Environmental Preservation District to I1 Industrial (Business Service) District. Under the I1 zoning uses, animal services are discretionary.

Public Consultation Process

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, December 2, 2002 at 7:00 p.m. in the Council Chambers, during Council's regular meeting. The owners of the properties bordering the site have been notified by letter of the Public Hearing.

Recommendations

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

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

Kelly Kloss
City Clerk

/chk

Memo

DATE: October 28, 2002

TO: Kelly Kloss, City Clerk

FROM: Howard Thompson, Land & Economic Development Manager

RE: **Red Deer & District S.P.C.A. – Option to Purchase 2.35 Acres ±
Part of Lot 43, Block 13, Plan 782 2628 – Riverside Heavy Industrial Park**

Background:

The Red Deer & District S.P.C.A. has been leasing a small parcel of land from the City, measuring 150' X 150' or 0.51 Acres, in the Riverside Heavy Industrial Park since 1985 as shown as Area 'A' on the attached plan being part of Lot 43, Block 13, Plan 782 2628. Their current lease is for \$1.00 per year and runs for five consecutive 5-year terms expiring in July 2005.

The S.P.C.A. has been considering expansion for the last several years and has been in discussions with the City to acquire their lease site plus enough additional land to accommodate their needs. Group 2 Architects has assisted the S.P.C.A. in preparing a proposal to best utilize the site based on the many development limitations of Lot 43. They include: odd shape, elevation differences, 15 metre setback requirements off 77th Street, several encumbering utility easements, natural treed and wetlands areas and a split zoning between I1 – Industrial (Business Service) District and A2- Environmental Preservation District.

The S.P.C.A.'s intent is to construct a new animal shelter in 3 phases, totaling just under 16,000 sq. ft. on the unencumbered portions of Areas 'A' & 'B' and to use Area 'C' for a Memorial Wall and Serenity Park or for future expansion. As Area 'B' is currently zoned A2, and a portion of Lot 43 zoned I1 contains a wetlands, which the City would like to preserve, the opportunity arose to for the SPCA purchase to include Area 'D' and then in essence exchange it for an equal amount of Area 'B'.

The proposal has been circulated for comments to City Administration with no objections received. Due to the odd shape and development limitations, this site has remained undeveloped and in the Land and Economic Development Department's opinion, the S.P.C.A. would be an appropriate purchaser for this remnant parcel. Both the Recreation, Parks and Culture and the Environmental Advisory Boards have reviewed the proposal and are recommending that City Council proceed with the disposal and sale/exchange of lands. The S.P.C.A. also met with the Pines Community Association this fall to discuss their expansion plans and received no objections.

Parkland Community Planning Services support an amendment to the Land Use Bylaw to accommodate the sale. Area 'B' will be rezoned from A2 to I1 and Area 'D' plus the remainder of Lot 43 to the west will be rezoned from I1 to A2, as shown on the attached Bylaw No. 3156/YY-2002 (Map No. 54/2002). Under I1 zoning uses, animal services are discretionary.

Memo

Kelly Kloss

Page 2

Financial Implications:

City Council policies maintain that industrial land is to be sold at market value. Land and Economic Development had an independent appraisal completed in July, 2000 that determined the market value of \$36,500.00 per acre for the developable portion of this lot and zero value for the areas encumbered by Utility Right of Ways. Our department is of the opinion that this value is still valid today based on comparable sales and the development limitations of this site. Based on an total site area of 2.35 acres, more or less, less the 0.88 acre encumbered area at no value, the market value would be \$53,500.00 based on 1.47 acres of developable land. The purchase price includes payment of offsite levies that are outstanding in the amount of approximately \$23,000.00.

The S.P.C.A. have requested a one year option to purchase 2.35 acres (net 1.47 acres of developable land), more or less, of part of Lot 43 for the purchase price of \$50,000.00. The payment schedule would be \$10,000.00 to exercise the option and then four payments of \$10,000.00 in ninety day intervals. As the S.P.C.A. will be responsible for all costs associated with the legal plan of subdivision and advertising, which is approximately equivalent to the 6.5% difference in their offer price to the appraised market value for this remnant parcel of land, we recommend that City Council approves their offer. The current lease will remain in force until such time as the land sale is fully completed.

Recommendation:

That City Council approve an Option and Land Sale Agreement for part of Lot 43, Block 13, Plan 782 2628, containing 2.35 acres more or less, to the Red Deer & District S.P.C.A. subject to the following:

1. The option period to be for one year for an option fee of \$1.00.
2. The purchase price to be \$50,000.00 plus GST with payments to be \$10,000.00 to exercise the option and then four payments of \$10,000.00 in ninety day intervals.
3. The passage of Land Use Bylaw Amendments 3156/YY-2002.
4. The Red Deer & District S.P.C.A. to be responsible for all associated costs for advertising and survey.
5. An Option and Land Sale Agreement satisfactory to the City Solicitor.

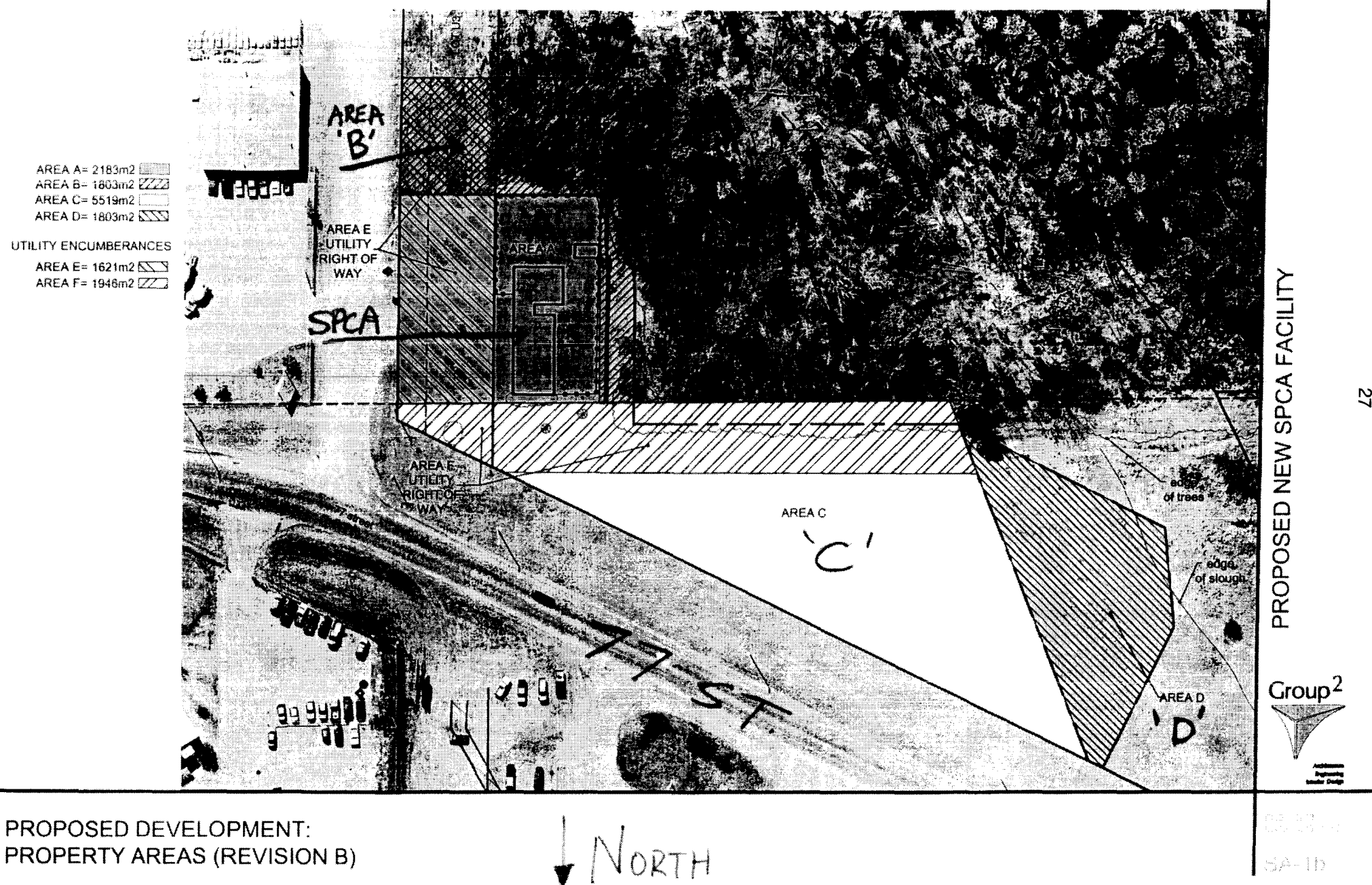
Respectfully submitted,



Howard Thompson, Ec.D.
Land & Economic Development Manager

Att.

c. Bryon Jeffers, Director of Development Services



The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

LOT 43

A2

45 AV CL

Change from :

I1 to A2



A2 to I1



AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/ 2002

BYLAW No. 3156 / YY - 2002

LUB AMENDMENT 3156/YY-2002
Riverside Heavy Industrial Park/SPCA #1076224

DESCRIPTION: Sale of 2.35 acres of land to the Red Deer & District SPCA to accommodate expansion

FIRST READING: November 4, 2002

FIRST PUBLICATION: November 15, 2002

SECOND PUBLICATION: November 22, 2002

PUBLIC HEARING & SECOND READING: December 2, 2002

THIRD READING: _____

LETTERS REQUIRED TO PROPERTY OWNERS: YES ☐ NO ☐

DEPOSIT? YES ☒ \$ _____ NO ☐ BY: Red Deer S.P.C.A.

ACTUAL COST OF ADVERTISING:

1ST \$ 294.64 & 2ND \$ 294.64 TOTAL: \$ 589.28

MAP PREPARATION: \$ _____

TOTAL COST: \$ 589.28

LESS DEPOSIT RECEIVED: \$ (400.00)

AMOUNT OWING/ (REFUND): \$ 189.28

INVOICE NO.: 48618

(Account No. 59.5901)



CITY CLERK'S DEPARTMENT

December 3, 2002

Mr. B. Waldo
Chairman, Building Committee
Red Deer & District S.P.C.A.
P.O. Box 931
Red Deer, AB T4N 5H3

Dear Mr. Waldo:

Re: Land Use Bylaw Amendment 3156/YY-2002
Part of Lot 43, Block 13, Plan 782 2638 – Riverside Heavy Industrial Park
Red Deer & District S.P.C.A.

At the City of Red Deer's Council Meeting held Monday, December 2, 2002, a Public Hearing was held with respect to Land Use Bylaw Amendment 3156/YY-2002. Following the Public hearing, Land Use Bylaw Amendment 3156/YY-2002 was given second and third readings, a copy of which is attached.

Land Use Bylaw Amendment 3156/YY-2002 will accommodate the sale of 2.35 acres of land, more or less, to the Red Deer & District S.P.C.A. The Red Deer & District S.P.C.A. had previously leased this land from the City of Red Deer. A portion of Lot 43, Block 13, Plan 782 2628 will be rezoned from I1 Industrial (Business Service) District to A2 Environmental Preservation District and another portion of Lot 43 will be rezoned from A2 Environmental Preservation District to I1 Industrial (Business Service) District. Under the I1 zoning uses, animal services are discretionary.

Please do not hesitate to contact me should you have any questions or require further clarification.

Sincerely,



Kelly Kloss
City Clerk

/chk

/attach.

c Land & Economic Development Manager
C. Adams, Administrative Assistant



Council Decision – December 2, 2002

City Clerk's Department

DATE: December 3, 2002

TO: Howard Thompson
Land & Economic Development Manager

FROM: Kelly Kloss
City Clerk

SUBJECT: Land Use Bylaw Amendment 3156/YY-2002
Part of Lot 43, Block 13, Plan 782 2628 – Riverside Heavy Industrial Park
Red Deer & District S.P.C.A.

Reference Report:

City Clerk, dated November 5, 2002 & Land & Economic Development Manager, dated October 28, 2002.

Bylaw Readings:

Land Use Bylaw Amendment 3156/YY-2002 was given second and third reading. A copy of the bylaw is attached

Report Back to Council: No

Comments/Further Action:

Land Use Bylaw Amendment 3156/YY-2002 will accommodate the sale of 2.35 acres of land, more or less, to the Red Deer & District S.P.C.A. The Red Deer & District S.P.C.A. had previously leased this land from the City. A portion of Lot 43, Block 13, Plan 782 2628 will be rezoned from I1 Industrial (Business Service) District to A2 Environmental Preservation District and another portion of Lot 43 will be rezoned from A2 Environmental Preservation District to I1 Industrial (Business Service) District. Under the I1 zoning uses, animal services are discretionary. This office will amend the Land Use Bylaw and distribute copies in due course.


Kelly Kloss
City Clerk

/chk

/attach.

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

BYLAW NO. 3156/YY-2002

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

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

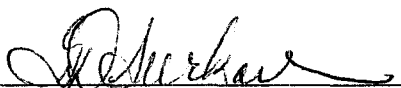
- 1 The "Use District Maps G13 and G14" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 54/2002 attached hereto and forming part of the bylaw.

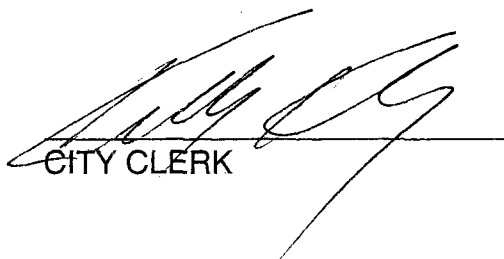
READ A FIRST TIME IN OPEN COUNCIL this 4th day of November 2002.

READ A SECOND TIME IN OPEN COUNCIL this 2nd day of December 2002.

READ A THIRD TIME IN OPEN COUNCIL this 2nd day of December 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 2nd day of December 2002.


MAYOR


CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

A2

45 AV CL

Change from :

I1 to A2 

A2 to I1 

AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/2002

BYLAW No. 3156 / YY - 2002



THE CITY OF RED DEER
City Clerk's Department Payment Receipt

02 11 13
Year Month Day

Name: RED DEER & DISTRICT SPCA Reference: LNB BY HUB #316-YT-2002

NOT VALID UNLESS MACHINE PRINTED HERE

ITEM

L.U.B. Advert

D.A.B. Fee

D.A.B. Advert

Account Number (Cost Centre.Object.Subsidiary)	Subledger	T	Asset ID No.	Amount
59.5901				400.00
54.5722				
54.5901				
TOTAL				400.00

GST. REGISTRATION # R119311785

8:00 PM
11/10/13
1:15 PM 231#2907
\$400.00
\$400.00

Date: November 7, 2002

To: Norma Lovell, Assessment


From: Cheryl Adams
City Clerk's Department

Re: LUB Amendment 3156/YY-2002
Riverside Heavy Industrial - SPCA

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

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

Thanks Norma.


Cheryl Adams
City Clerks' Office

Attach.

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

LOT 43

A2

45 AV CL

Change from :

I1 to A2 

A2 to I1 

AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/ 2002

BYLAW No. 3156 / YY - 2002

DATE: November 5, 2002

TO: Howard Thompson
Land & Economic Development Manager

FROM: City Clerk

SUBJECT: Red Deer & District S.P.C.A. – Option to Purchase 2.35 Acres More or Less
Part of Lot 43, Block 13, Plan 782 2628 – Riverside Heavy Industrial Park
Land Use Bylaw Amendment 3156/YY-2002

Reference Report:

Land & Economic Development Manager, dated October 28, 2002 and Parkland Community Planning Services, dated October 28, 2002.

Resolutions:

Resolved that Council of the City of Red Deer, having considered the report from the Land & Economic Development Manager, dated October 28, 2002, re: Red Deer & District S.P.C.A. – Option to Purchase 2.35 Acres \pm , Part of Lot 43, Block 13, Plan 782 2628 – Riverside Heavy Industrial Park, approves an Option and Land Sale Agreement for part of Lot 43, Block 13, Plan 782 2628, containing 2.35 acres more or less, to the Red Deer & District S.P.C.A., subject to the following:

1. The option period to be for one year for an option fee of \$1.00.
2. The purchase price to be \$50,000.00 plus GST with payments to be \$10,000.00 to exercise the option and then four payments of \$10,000.00 in ninety day intervals.
3. Passage of Land Use Bylaw Amendment 3156/YY-2002
4. Red Deer & District S.P.C.A. is to be responsible for all associated costs for advertising and survey.
5. An Option and Land Sale Agreement satisfactory to the City Solicitor.

Bylaw Readings:

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


Report Back to Council: Yes

A Public Hearing will be held on Monday, December 2, 2002 at 7:00 p.m. in the Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/YY-2002 will accommodate the sale of 2.35 acres of land, more or less, to the Red Deer & District S.P.C.A. The Red Deer & District S.P.C.A. had previously leased this land from the City. A portion of Lot 43, Block 13, Plan 782 2628 will be rezoned from I1 Industrial (Business Service) District to A2 Environmental Preservation District and another portion of Lot 43 will be rezoned from A2 Environmental Preservation District to I1 Industrial (Business Service) District. Under the I1 zoning uses, animal services are discretionary.

This office will now proceed with the advertising for a Public Hearing. The Red Deer & District S.P.C.A. will be responsible for the advertising costs in this instance.



Kelly Kloss
City Clerk

/chk
attchs.

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

BYLAW NO. 3156/YY-2002

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

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

- 1 The "Use District Maps G13 and G14" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 54/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this **4th** day of **November** 2002.

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

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

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

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

A2

45 AV CL

Change from :

I1 to A2 

A2 to I1 

AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/ 2002
BYLAW No. 3156 / YY - 2002



OFFICE OF THE CITY CLERK

November 5, 2002

Fax: 341-3147

Mr. B. Waldo
Chairman, Building Committee
Red Deer & District S.P.C.A.
P.O. Box 931
Red Deer, AB T4N 5H3

Dear Mr. Waldo:

Re: Land Use Bylaw Amendment 3156/YY-2002
Part of Lot 43, Block 13, Plan 782 2638 – Riverside Heavy Industrial Park
Red Deer & District S.P.C.A. – Option to Purchase 2.35 Acres ±

At the City of Red Deer's Council meeting held Monday, November 4, 2002, first reading was given to Land Use Bylaw Amendment 3156/YY-2002. A copy of the bylaw is attached for your information. The following resolution was also passed:

Resolved that Council of the City of Red Deer, having considered the report from the Land & Economic Development Manager, dated October 28, 2002, re: Red Deer & District S.P.C.A. – Option to Purchase 2.35 Acres ±, Part of Lot 43, Block 13, Plan 782 2628 – Riverside Heavy Industrial Park, approves an Option and Land Sale Agreement for part of Lot 43, Block 13, Plan 782 2628, containing 2.35 acres more or less, to the Red Deer & District S.P.C.A., subject to the following:

1. The option period to be for one year for an option fee of \$1.00.
2. The purchase price to be \$50,000.00 plus GST with payments to be \$10,000.00 to exercise the option and then four payments of \$10,000.00 in ninety day intervals.
3. Passage of Land Use Bylaw Amendment 3156/YY-2002
4. Red Deer & District S.P.C.A. is to be responsible for all associated costs for advertising and survey.
5. An Option and Land Sale Agreement satisfactory to the City Solicitor.

...2/

Red Deer & District S.P.C.A.

November 5, 2002

Page 2

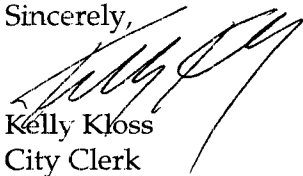
Land Use Bylaw Amendment 3156/YY-2002 will accommodate the sale of 2.35 acres of land, more or less, to the Red Deer & District S.P.C.A. The Red Deer & District S.P.C.A. had previously leased this land from the City of Red Deer. A portion of Lot 43, Block 13, Plan 782 2628 will be rezoned from I1 Industrial (Business Service) District to A2 Environmental Preservation District and another portion of Lot 43 will be rezoned from A2 Environmental Preservation District to I1 Industrial (Business Service) District. Under the I1 zoning uses, animal services are discretionary.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, December 2, 2002 at 7:00 p.m. in the Council Chambers of City Hall during Council's regular meeting.

In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising, which in this instance is \$400. We require the deposit by no later than Wednesday, November 13, 2002 in order to proceed with the advertising. Once the actual cost of advertising is known, you will either be invoiced for or refunded the difference.

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

Sincerely,



Kelly Kloss
City Clerk

/chk

c Parkland Community Planning Services
 Land & Economic Development Manager
 C. Adams, Administrative Assistant

BYLAW NO. 3156/YY-2002

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

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

- 1 The "Use District Maps G13 and G14" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 54/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this **4th** day of **November** 2002.

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

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

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

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

A2

45 AV CL

Change from :

I1 to A2 

A2 to I1 

AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/ 2002
BYLAW No. 3156 / YY - 2002

* * * Transmission Result Report (MemoryTX) (Nov. 5. 2002 9:11AM) * * *

1) CITY OF RED DEER
2) City Clerks Dept

Date/Time: Nov. 5. 2002 9:09AM

File	No. Mode	Destination	Pg (s)	Result	Page Not Sent
5074	Memory TX	3413147	P. 4	OK	

Reason for error

E.1) Hang up or line fail
E.3) No answerE.2) Busy
E.4) No facsimile connection

November 5, 2002

Fax: 341-3147

Mr. B. Waldo
Chairman, Building Committee
Red Deer & District S.P.C.A.
P.O. Box 931
Red Deer, AB T4N 5H3

Dear Mr. Waldo:

Re: Land Use Bylaw Amendment 3156/YY-2002
Part of Lot 43, Block 13, Plan 782 2638 - Riverside Heavy Industrial Park
Red Deer & District S.P.C.A. - Option to Purchase 2.35 Acres ±

At the City of Red Deer's Council meeting held Monday, November 4, 2002, first reading was given to Land Use Bylaw Amendment 3156/YY-2002. A copy of the bylaw is attached for your information. The following resolution was also passed:

Resolved that Council of the City of Red Deer, having considered the report from the Land & Economic Development Manager, dated October 28, 2002, re: Red Deer & District S.P.C.A. - Option to Purchase 2.35 Acres ±, Part of Lot 43, Block 13, Plan 782 2628 - Riverside Heavy Industrial Park, approves an Option and Land Sale Agreement for part of Lot 43, Block 13, Plan 782 2628, containing 2.35 acres more or less, to the Red Deer & District S.P.C.A., subject to the following:

1. The option period to be for one year for an option fee of \$1.00.
2. The purchase price to be \$50,000.00 plus GST with payments to be \$10,000.00 to exercise the option and then four payments of \$10,000.00 in ninety day intervals.
3. Passage of Land Use Bylaw Amendment 3156/YY-2002
4. Red Deer & District S.P.C.A. is to be responsible for all associated costs for advertising and survey.
5. An Option and Land Sale Agreement satisfactory to the City Solicitor.

...2/



Memo

DATE: October 28, 2002

TO: Kelly Kloss, City Clerk

FROM: Howard Thompson, Land & Economic Development Manager

RE: **Red Deer & District S.P.C.A. – Option to Purchase 2.35 Acres ±
Part of Lot 43, Block 13, Plan 782 2628 – Riverside Heavy Industrial Park**

Background:

The Red Deer & District S.P.C.A. has been leasing a small parcel of land from the City, measuring 150' X 150' or 0.51 Acres, in the Riverside Heavy Industrial Park since 1985 as shown as Area 'A' on the attached plan being part of Lot 43, Block 13, Plan 782 2628. Their current lease is for \$1.00 per year and runs for five consecutive 5-year terms expiring in July 2005.

The S.P.C.A. has been considering expansion for the last several years and has been in discussions with the City to acquire their lease site plus enough additional land to accommodate their needs. Group 2 Architects has assisted the S.P.C.A. in preparing a proposal to best utilize the site based on the many development limitations of Lot 43. They include: odd shape, elevation differences, 15 metre setback requirements off 77th Street, several encumbering utility easements, natural treed and wetlands areas and a split zoning between I1 – Industrial (Business Service) District and A2- Environmental Preservation District.

The S.P.C.A.'s intent is to construct a new animal shelter in 3 phases, totaling just under 16,000 sq. ft. on the unencumbered portions of Areas 'A' & 'B' and to use Area 'C' for a Memorial Wall and Serenity Park or for future expansion. As Area 'B' is currently zoned A2, and a portion of Lot 43 zoned I1 contains a wetlands, which the City would like to preserve, the opportunity arose to for the SPCA purchase to include Area 'D' and then in essence exchange it for an equal amount of Area 'B'.

The proposal has been circulated for comments to City Administration with no objections received. Due to the odd shape and development limitations, this site has remained undeveloped and in the Land and Economic Development Department's opinion, the S.P.C.A. would be an appropriate purchaser for this remnant parcel. Both the Recreation, Parks and Culture and the Environmental Advisory Boards have reviewed the proposal and are recommending that City Council proceed with the disposal and sale/exchange of lands. The S.P.C.A. also met with the Pines Community Association this fall to discuss their expansion plans and received no objections.

Parkland Community Planning Services support an amendment to the Land Use Bylaw to accommodate the sale. Area 'B' will be rezoned from A2 to I1 and Area 'D' plus the remainder of Lot 43 to the west will be rezoned from I1 to A2, as shown on the attached Bylaw No. 3156/YY-2002 (Map No. 54/2002). Under I1 zoning uses, animal services are discretionary.

Memo

Kelly Kloss

Page 2

Financial Implications:

City Council policies maintain that industrial land is to be sold at market value. Land and Economic Development had an independent appraisal completed in July, 2000 that determined the market value of \$36,500.00 per acre for the developable portion of this lot and zero value for the areas encumbered by Utility Right of Ways. Our department is of the opinion that this value is still valid today based on comparable sales and the development limitations of this site. Based on an total site area of 2.35 acres, more or less, less the 0.88 acre encumbered area at no value, the market value would be \$53,500.00 based on 1.47 acres of developable land. The purchase price includes payment of offsite levies that are outstanding in the amount of approximately \$23,000.00.

The S.P.C.A. have requested a one year option to purchase 2.35 acres (net 1.47 acres of developable land), more or less, of part of Lot 43 for the purchase price of \$50,000.00. The payment schedule would be \$10,000.00 to exercise the option and then four payments of \$10,000.00 in ninety day intervals. As the S.P.C.A. will be responsible for all costs associated with the legal plan of subdivision and advertising, which is approximately equivalent to the 6.5% difference in their offer price to the appraised market value for this remnant parcel of land, we recommend that City Council approves their offer. The current lease will remain in force until such time as the land sale is fully completed.

Recommendation:

That City Council approve an Option and Land Sale Agreement for part of Lot 43, Block 13, Plan 782 2628, containing 2.35 acres more or less, to the Red Deer & District S.P.C.A. subject to the following:

1. The option period to be for one year for an option fee of \$1.00.
2. The purchase price to be \$50,000.00 plus GST with payments to be \$10,000.00 to exercise the option and then four payments of \$10,000.00 in ninety day intervals.
3. The passage of Land Use Bylaw Amendments 3156/YY-2002.
4. The Red Deer & District S.P.C.A. to be responsible for all associated costs for advertising and survey.
5. An Option and Land Sale Agreement satisfactory to the City Solicitor.

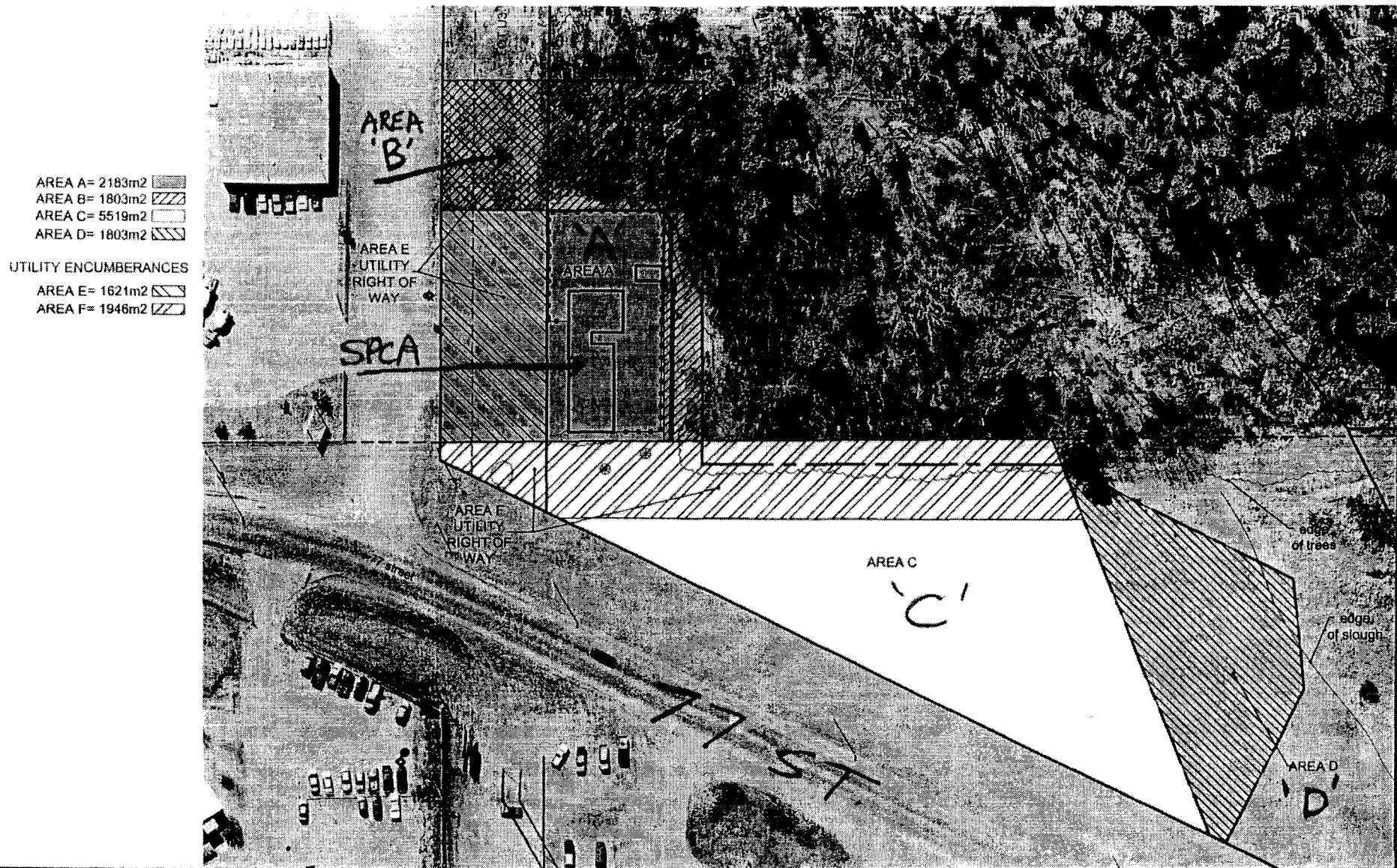
Respectfully submitted,



Howard Thompson, Ec.D.
Land & Economic Development Manager

Att.

c. Bryon Jeffers, Director of Development Services



PROPOSED DEVELOPMENT:
PROPERTY AREAS (REVISION B)

↓ NORTH

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

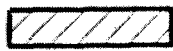
LOT 43

A2

45 AV CL

Change from :

I1 to A2



A2 to I1



AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/ 2002

BYLAW No. 3156 / YY - 2002

FILE



OFFICE OF THE CITY CLERK

November 12, 2002

«OwnerName»
«OwnerAdd1»
«OwnerAdd2»
«OwnerAdd3»

Dear Sir/Madam:

**Re: Land Use Bylaw Amendment 3156/YY-2002
Red Deer & District SPCA (45 Avenue & 77 Street)**

Council of the City of Red Deer is considering a change to the Land Use Bylaw, which controls the use and development of land and buildings in the city. As a property owner in the area of 45 Avenue and 77 Street you have an opportunity to ask questions and to let Council know your views.

City Council proposes to pass **Land Use Bylaw Amendment 3156/YY-2002** to accommodate the sale of 2.35 acres of land to the Red Deer S.P.C.A. to allow for a new facility. A portion of Lot 43, Block 13, Plan 782 2628 (45 Avenue Close and 77 Street) will be rezoned from I1 Industrial to A2 Environmental Preservation District. Another portion of Lot 43 will be rezoned from A2 Environmental Preservation District to I1 Industrial District. The City will acquire a piece of land containing a natural treed and a wetland area. For more information relating to the proposed bylaw amendment, contact the city planners at Parkland Community Planning Services 343-3394.

City Council will hear from any person claiming to be affected at a Public Hearing in the Council Chambers, 2nd Floor of City Hall on **Monday, December 2, 2002 at 7:00 p.m.** If you want your letter or petition included on the Council agenda you must submit it to the City Clerk by 4:30 p.m. on **Tuesday, November 26, 2002.** Otherwise, you may submit your letter or petition at the City Council meeting or you can simply tell Council your views at the Public Hearing. Your letter or petition will be made available to the public. If you have questions regarding their use or other questions regarding the proposed amendment, please contact the office of the City Clerk, 2nd Floor of City Hall between 8:00 a.m. and 4:30 p.m. Monday to Friday or call (403) 342-8132.

Yours truly,

Kelly Kloss
City Clerk

/encl.

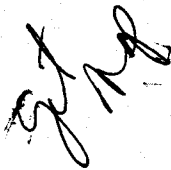
RED DEER & DISTRICT SPCA
Land Use Bylaw Amendment

Council of the City of Red Deer proposes to pass Land Use Bylaw Amendment 3156/YY-2002 to accommodate the sale of 2.35 acres of land \pm to the Red Deer S.P.C.A. to allow for a new facility. A portion of Lot 43, Block 13, Plan 782 2628 (45 Avenue & 77 Street) will be rezoned from I1 Industrial (Business Service) District to A2 Environmental Preservation District, with another portion of Lot 43 being rezoned from A2 Environmental Preservation District to I1 Industrial (Business Service) District. The City will acquire a piece of land containing a natural treed and a wetland area. The proposed bylaw may be inspected by the public at the office of the City Clerk, 2nd Floor of City Hall during regular office hours or for more details, contact the city planners at Parkland Community Planning Services 343-3394.

City Council will hear from any person claiming to be affected at a Public Hearing on **Monday, December 2, 2002** at 7:00 p.m. in Council Chambers, 2nd floor of City Hall. If you want your letter or petition included on the Council agenda you must submit it to the City Clerk by **Tuesday, November 26, 2002**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Any submission will be public information. If you have any questions regarding the use of this information, please contact the City Clerk's Office at 342-8132.

Kelly Kloss
City Clerk

(Publication Dates: November 15 & 22, 2002)



A handwritten signature, likely of Kelly Kloss, is written in black ink over a faint, tilted rectangular stamp. The signature is stylized and cursive.

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

LOT 43

A2

45 AV CL

Change from :

I1 to A2 

A2 to I1 

AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/ 2002

BYLAW No. 3156 / YY - 2002

OwnerName	OwnerAdd1	OwnerAdd2	OwnerAdd3	Owner	
Parkland Humane S.P.C.A.	Box 931	RED DEER, AB T4N 4E7			LT 43 BK 13
698805 Alberta Ltd.	47 Manning Street	RED DEER, AB T4R 1N5			LT 2B BK 6 F
AGP Inc.	1903 121 Avenue NE	EDMONTON, AB T6S 1B2			LT 1A BK 6 F
Canadian General Transit Company Ltd.	Box 830	RED DEER, AB T4N 5H2			LT M1 BK PI
Ulrich & Ursula Wunsch	4719 56 Street	RED DEER, AB T4N 2J9			LT L BK PL :
Burnswest Corporation	Box 200 155 Glendee Circle SE	Box 1480 Station T	CALGARY, AB T2H 2P9		LT H BK PL

DATE: July 9, 2002

TO: Recreation, Parks, & Culture Board

FROM: Harold Jeske, Recreation, Parks & Culture Manager
David Matthews, Community Development & Planning Coordinator

RE: **Proposal to Purchase Environmental Preservation District
Lot 43, Block 13, Plan 782-2628, South of 77 Street & West of 45 Avenue Close
(immediately south of existing SPCA Building)**

The SPCA is looking to expand its current facility and has made a request to purchase a small portion of the area immediately south of the existing SPCA building. As this land is currently zoned A2 (Environmental Preservation District), the Recreation, Parks & Culture Department initially did not support this request.

However a second proposal has since been presented, and is one we feel is worth considering. Currently, there is wetlands property located just northwest of the SPCA that is zoned I1 (Industrial - Business Service - District). With the current zoning, this City-owned property could potentially be developed. After consulting with our Parks Construction/Maintenance Superintendent, it was agreed that this wetlands is considerably more environmentally valuable than the small portion of property the SPCA is interested in developing. In the current proposal, the SPCA would purchase a portion of the wetlands identical in size to the property they wish to develop. We would then exchange the properties and have them rezoned appropriately. The remainder of the wetlands would be dedicated from The City and also rezoned from I1 to A2.

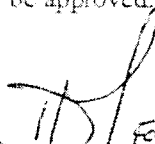
If accepted, we feel that this proposal, while requiring the disposal of a small portion of A2, would result in the preservation of a larger, more significant piece of environmentally sensitive land.

RECOMMENDATION

That the Recreation, Parks & Culture Board supports the recommendation of the Administration to Council of The City of Red Deer -

1. That the purchase and rezoning from I1 (Industrial - Business Service - District) to A2 (Environmental Preservation District) of the 1,788m², more or less, portion of Lot 43, Block 13, Plan 782-2628 (wetlands located on the south side of 77 Street, west of 45 Avenue Close),
2. That the 1,788m², more or less, portion of Lot 43, Block 13, Plan 782-2628, immediately south and west of the existing SPCA be rezoned from A2 to I1 and exchanged for the 1,788m² wetlands portion,
3. That the remaining wetlands located immediately west of the 1,788m² portion of wetlands be dedicated from The City and rezoned from I1 to A2,

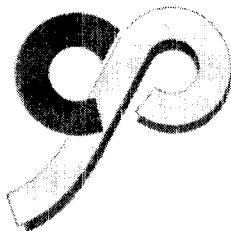
be approved.


FOR HAROLD JESKE
Harold Jeske


DAVID MATTHEWS
David Matthews

DM

- c. Howard Thompson, Land & Economic Development Manager
Paul Meyette, Principal Planner, PCPS
Ron Kraft, Parks Construction/Maintenance Superintendent



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

53

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: October 28, 2002

To: Kelly Kloss, City Clerk

Re: Land Use Bylaw Amendment 3156/YY-2002
Part of Lot 43, Block 13, Plan 782 2628
NW ¼ Sec. 28-38-27-4 and SW ¼ Sec. 33-38-27-4
Riverside Heavy Industrial Area
The City of Red Deer

The City of Red Deer is in the process of a land sale to the Red Deer & District S.P.C.A. in the Riverside Heavy Industrial Area. The subject site is below the Pines Escarpment and adjacent to the southwest corner of the intersection of 77 Street and 45 Avenue Close. The S.P. C.A. has been leasing land in the area and now is prepared to enter into an Option to Purchase for approximately 0.95ha (2.35ac) of land. The proposal rezones a portion of Lot 43 from I1 Industrial (Business Service) District to A2 Environmental Preservation District and a portion of Lot 43 from A2 Environmental Preservation District to I1 Industrial (Business Service) District.

Recommendation

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

Sincerely,

Frank Wong,
Planning Assistant

Attachment

4. NEW BUSINESS

.1 Purchase of Environmental Preservation District/77 Street & 45 Avenue Close

The Board considered the memo from the Recreation, Parks & Culture Manager and the Community Development & Planning Coordinator dated July 9, 2002 regarding the proposal for a land exchange between The City and the SPCA, which would result in the acquisition of environmentally sensitive lands. These lands are located in the immediate vicinity of the SPCA (77 Street and 45 Avenue Close).

D. Matthews provided the background on the proposal, which the department normally would not support. However, with the option of acquiring what is considered a very valuable environmental area (wetlands) it is felt to be a reasonable exchange. During discussion it was noted that the acquisition by The City would provide a good buffer zone for the wetlands. The following discussion on the proposal, the motion as noted below was introduced.

Moved by A. Bowers, seconded by R. Foret

"RESOLVED that the Recreation, Parks & Culture Board support the recommendation of administration to Council of The City of Red Deer to:

1. Purchase a 1788m² portion (more or less) of Lot 43, Block 13, Plan 782-2628 of wetlands located the south side of 77 Street, west of 45 Avenue Close and rezone it from I1 (Industrial Business Service) District to A2 (Environmental Preservation) District.
2. Rezone 1788m² (more or less), a portion of Lot 43, Block 13, Plan 782-2628 located immediately south and west of the existing SPCA from A2 to I1, to be exchanged for that portion of wetlands to be rezoned from I1 to A2.
3. Dedication by The City of the remaining wetlands located immediately west of the 1788m² portion of wetlands, same to be rezoned from I1 to A2."

MOTION CARRIED

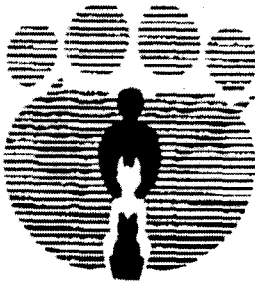
RED DEER & DISTRICT S.P.C.A.

P.O. BOX 931, RED DEER, ALBERTA T4N 5H3

PHONE (403) 342-7722

FAX (403) 341-3147

www.reddeerspca.com



October 22, 2002

The City of Red Deer
Land & Economic Development Department
P.O. Box 5008
4914 48 Avenue
Red Deer, Alberta
T4N 3T4

RE: (LOT 43 BLOCK 13 PLAN 7822628)

ATTENTION: HOWARD THOMPSON

Dear Howard

At our September 25 Board meeting the Directors of the Red Deer and District SPCA decided to proceed with the purchase of the above noted property. As per our recent discussions it is our understanding that the land contains approximately 1.47 Acres. The Board is proposing a purchase price of \$50,000 plus goods and services tax. We would like to structure the proposal as an option to purchase for a term of one year. The option exercise price would be \$10,000 with four additional payments of \$10,000 in ninety day intervals starting ninety days after the option was exercised.

We would request that you review this offer and if acceptable present it to City Council in time for the November 4, 2002 Council meeting.

We trust the above is satisfactory, however should you require any further information please do not hesitate to call.

Sincerely;

Brad Waldo, CMA
Chairman - Building Committee
Red Deer and District SPCA

CC - Building Committee
Red Deer and District SPCA Board of Directors





FILE

CITY CLERK'S DEPARTMENT

December 3, 2002

Mr. B. Waldo
Chairman, Building Committee
Red Deer & District S.P.C.A.
P.O. Box 931
Red Deer, AB T4N 5H3

Dear Mr. Waldo:

Re: Land Use Bylaw Amendment 3156/YY-2002
Part of Lot 43, Block 13, Plan 782 2638 – Riverside Heavy Industrial Park
Red Deer & District S.P.C.A.

At the City of Red Deer's Council Meeting held Monday, December 2, 2002, a Public Hearing was held with respect to Land Use Bylaw Amendment 3156/YY-2002. Following the Public hearing, Land Use Bylaw Amendment 3156/YY-2002 was given second and third readings, a copy of which is attached.

Land Use Bylaw Amendment 3156/YY-2002 will accommodate the sale of 2.35 acres of land, more or less, to the Red Deer & District S.P.C.A. The Red Deer & District S.P.C.A. had previously leased this land from the City of Red Deer. A portion of Lot 43, Block 13, Plan 782 2628 will be rezoned from I1 Industrial (Business Service) District to A2 Environmental Preservation District and another portion of Lot 43 will be rezoned from A2 Environmental Preservation District to I1 Industrial (Business Service) District. Under the I1 zoning uses, animal services are discretionary.

Please do not hesitate to contact me should you have any questions or require further clarification.

Sincerely,



Kelly Kloss
City Clerk

/chk

/attach.

c Land & Economic Development Manager
C. Adams, Administrative Assistant

BYLAW NO. 3156/YY-2002

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

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

- 1 The "Use District Maps G13 and G14" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 54/2002 attached hereto and forming part of the bylaw.

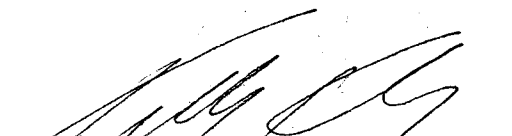
READ A FIRST TIME IN OPEN COUNCIL this 4th day of November 2002.

READ A SECOND TIME IN OPEN COUNCIL this 2nd day of December 2002.

READ A THIRD TIME IN OPEN COUNCIL this 2nd day of December 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 2nd day of December 2002.


MAYOR


CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

A2

45 AV CL

Change from :

I1 to A2 

A2 to I1 

AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/ 2002
BYLAW No. 3156 / YY - 2002

FILE



Council Decision – December 2, 2002

City Clerk's Department

DATE: December 3, 2002

TO: Howard Thompson
Land & Economic Development Manager

FROM: Kelly Kloss
City Clerk

SUBJECT: Land Use Bylaw Amendment 3156/YY-2002
Part of Lot 43, Block 13, Plan 782 2628 – Riverside Heavy Industrial Park
Red Deer & District S.P.C.A.

Reference Report:

City Clerk, dated November 5, 2002 & Land & Economic Development Manager, dated October 28, 2002.

Bylaw Readings:

Land Use Bylaw Amendment 3156/YY-2002 was given second and third reading. A copy of the bylaw is attached

Report Back to Council: No

Comments/Further Action:

Land Use Bylaw Amendment 3156/YY-2002 will accommodate the sale of 2.35 acres of land, more or less, to the Red Deer & District S.P.C.A. The Red Deer & District S.P.C.A. had previously leased this land from the City. A portion of Lot 43, Block 13, Plan 782 2628 will be rezoned from I1 Industrial (Business Service) District to A2 Environmental Preservation District and another portion of Lot 43 will be rezoned from A2 Environmental Preservation District to I1 Industrial (Business Service) District. Under the I1 zoning uses, animal services are discretionary. This office will amend the Land Use Bylaw and distribute copies in due course.



Kelly Kloss
City Clerk

/chk

/attach.

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

BYLAW NO. 3156/YY-2002

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

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

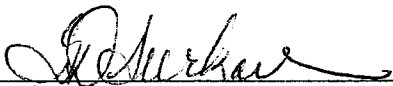
- 1 The "Use District Maps G13 and G14" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 54/2002 attached hereto and forming part of the bylaw.

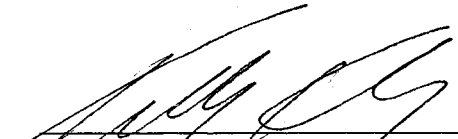
READ A FIRST TIME IN OPEN COUNCIL this 4th day of November 2002.

READ A SECOND TIME IN OPEN COUNCIL this 2nd day of December 2002.

READ A THIRD TIME IN OPEN COUNCIL this 2nd day of December 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 2nd day of December 2002.


MAYOR


CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

A2

45 AV CL

Change from :

I1 to A2



A2 to I1



AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/2002

BYLAW No. 3156 / YY - 2002

DATE: November 26, 2002

TO: City Clerk

FROM: Treasury Services Manager

RE: Short Term Borrowing Bylaw

Council approval is respectfully requested for the Short-term Borrowing bylaw.

The bylaw authorizes the short term borrowing of funds, as required, to meet current expenditures. The need for short-term funds is expected to only occur only if an unforeseen significant expenditure were to happen prior to the maturity of an investment, and would be repaid as soon as funds became available. Our investment strategy is to keep funds as fully invested as possible so, over the past couple of years, we have used this borrowing facility on six or seven occasions, for as long as two months. The maximum amount of borrowing in the past couple of years was \$6.9 million.

This bylaw is a departure from previous short-term borrowing bylaws in that it covers a three-year period instead of one year. This is being done to reduce the number of times the item needs to come before Council, and it is our intention to submit a similar bylaw once every three years after each local election.

One of the requirements of the Municipal Government Act is that a maximum rate of interest must be stated. The maximum rate has been set at 10%. The actual rate charged is the bank's prime interest rate.

Recommendation

That Council give three readings to Bylaw No. 3304/2002



Gary Mullin, CMA
Treasury Services Manager

Attachment

F:\Treasury\Banking\Borrowing Bylaw Council Memo.doc

Comments:

We agree with the recommendations of the Treasury Services Manager.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager



City Clerk's Department

FILE

Council Decision – December 2, 2002

DATE: December 3, 2002
TO: Garry Mullin
Treasury Services Manager
FROM: Kelly Kloss
City Clerk
SUBJECT: Short Term Borrowing Bylaw – 3304/2002

Reference Report:

Treasury Services Manager, dated November 26, 2002.

Bylaw Readings:

Short Term Borrowing Bylaw 3304/2002 was given three readings. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:

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

Kelly Kloss
City Clerk

/chk

/attach.

c Director of Corporate Services

BYLAW NO 3304/2002

WHEREAS the amount of the taxes levied or estimated to be levied for the years 2002, 2003 and 2004 by The City of Red Deer (hereinafter called "the Corporation") for all purposes is in excess of fifty million dollars (\$50,000,000.00) each year;

AND WHEREAS the Council of the Corporation deems it necessary to borrow up to the sum of twenty-five million dollars (\$25,000,000.00) from time to time to meet its current year operating expenditures and obligations until such time as the taxes levied or to be levied can be collected;

AND WHEREAS the amount of temporary loans hereby authorized to be borrowed and outstanding will not exceed the amount of annual taxes levied or estimated to be levied;

AND WHEREAS the borrowing authorized will not cause the Corporation to exceed its debt limit;

NOW THEREFORE the Council of the Corporation enacts as follows:

1. That the Corporation borrow from time to time from the Bank of Montreal (hereinafter called "the Bank") a sum not exceeding twenty-five million dollars (\$25,000,000.00) which the Council deems necessary to meet the current expenditures and obligations of the Corporation for the years 2002, 2003 and 2004 until such time as the taxes levied can be collected.
2. That the Corporation agrees to pay interest thereon, either in advance of or at maturity and in either case after maturity, at the Bank prime rate, not to exceed 10% per annum. In the event the rate that Bank prime rate did exceed 10% the loan would become payable immediately.
3. That the Corporation pledges to the Bank the whole of the unpaid taxes and penalties on taxes for the years 2002, 2003 and 2004 as collateral security for the payment of the moneys to be borrowed hereunder and interest thereon.


4. That the principal and interest owing under the borrowing authorized by this Bylaw shall be paid from general tax revenue.

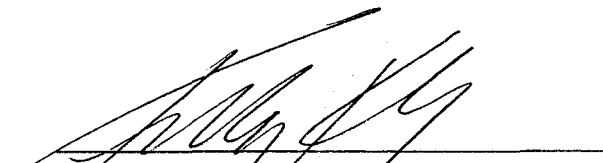
READ A FIRST TIME IN OPEN COUNCIL this 2nd day of December 2002.

READ A SECOND TIME IN OPEN COUNCIL this 2nd day of December 2002.

READ A THIRD TIME IN OPEN COUNCIL this 2nd day of December 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 2nd day of December 2002.


MAYOR


CITY CLERK



Treasury Services

DATE: NOVEMBER 22, 2002

TO: CITY CLERK

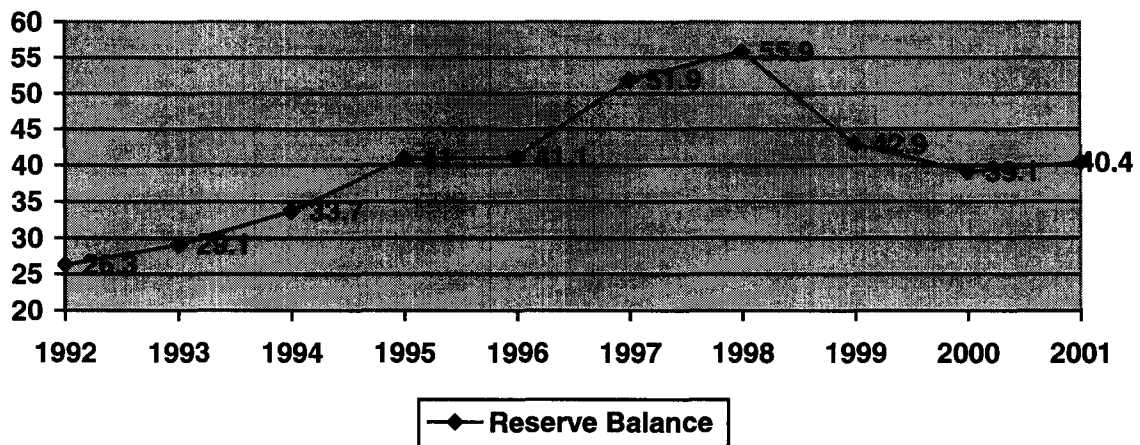
FROM: TREASURY SERVICES MANAGER

SUBJECT: RESERVE REPORT TO COUNCIL

This report provides City Council with details of reserve balances, proposed reserve targets, and some recommended reserve transfers. An additional report will be brought to Council in the spring of 2003, after the 2002 financial statements are complete. The relevant department heads have been consulted in drafting this report.

Reserves are an important financing and risk management tool for the City of Red Deer. Just as individuals set aside funds for unexpected expenses or the purchase of new or replacement large ticket items, like vehicles, the City also needs to save. And, as with any household, if money isn't set aside, debt may need to be used to finance large purchases. Taxpayers benefit from reserves through more stable tax and utility rates and consistent services.

History of Reserves – The City's reserves increased during the period 1993 to 1998 as a result of limited spending on capital projects, and restricted spending on operations. Reserves have decreased since 1998 from a high of almost \$56 million to \$40 million at the end of 2001.



Reserve Targets – Reserves serve two purposes. Stabilization reserves are normally created by transferring in surpluses, and provide a cushion in case of unforeseen changes in revenues or expenses. They also provide a way of financing current operating expenses without the need to use short term bank financing. Council has previously set stabilization reserve targets based on the assumption that there is normally a 45 day delay between when a service is provided, and when the revenue is collected. Other reserves are like savings accounts, used to accumulate funds for specific purpose such as Capital Projects or the replacement of equipment. The following tables show balances and proposed targets for the City's major reserves. Amounts are shown in \$ millions.



Treasury Services

Table 1 - Tax, Parking and EL&P Stabilization Reserves – The Tax Stabilization and Parking reserves are both significantly lower than the proposed targets. We should increase the Tax Stabilization Reserve, and this will happen over time, as long as general tax supported operations generate surpluses greater than the amount drawn from the reserve to subsidize taxation. There is a small annual parking surplus budgeted that is transferred into the Parking Reserve, in order to accumulate funds for improvements to parking facilities.

E.L. & P reserves are currently greater than the proposed targets, and these surplus funds can be re-allocated. It is recommended that the surplus funds be transferred to the Capital Projects reserve, given the number of projects planned.

Description	45 Days Revenue	Capital Funding Required For	Proposed Target	Current Balance	Under (Over) Target
Tax Stabilization	\$9.96	N/A - See C.P.R.	\$ 10.00	\$ 2.96	7.04
Parking Reserve	\$.12	Parking Facilities	\$ 7.00	\$ 1.54	5.46
EL&P Stabilization	\$2.67	System Expansion	\$ 4.00	\$ 7.14	(3.14)
Power Rate Equalization	N/A	N/A	N/A	\$ 1.52	(1.52)

Recommendation – E.L.&P. Reserve Transfers – It is recommended that:

- That we transfer the \$3.14 million E.L.&P. reserve balance in excess of target to the Capital Projects Reserve
- The 2002 EL&P surplus, when known, also be transferred to the Capital Project Reserve
- The \$1.5 million Power Rate Equalization Reserve be transferred to the Capital Projects Reserve, given that electricity rates have stabilized.

Table 2 – Water and Wastewater Stabilization Reserves – In the case of the Water and Wastewater Stabilization Reserves, it is projected that treatment plant upgrades will deplete the reserves by 2003 or 2004, with the remainder of financing coming from future years' depreciation allowance, return on rate base, and debt.

Description	2003 to 2007 Capital Costs	Current Balance	Under (Over) Target
Water Utility	\$21.81	\$ 5.69	\$ 16.1
Wastewater Utility	\$33.53	\$.90	\$ 32.6

Water & Wastewater Reserves – We are making no recommendation at this time regarding water and wastewater stabilization reserve targets and will continue to review them. Further recommendations will be forthcoming.

Table 3 – Solid Waste Utility Reserves – In the case of the Solid Waste Reserves, there is currently a \$ 2.34 million Landfill Reserve that serves a number of purposes, a \$.42 million Garbage Collection Reserve, and a \$.93 million Recycling Reserve, for a total of \$3.7 million. It is proposed that these reserves be re-allocated to provide better clarity of their purpose, balance and targets.



Treasury Services

The proposed Waste Management and Collection Reserve is intended to provide for a combined Garbage and Recycling stabilization reserve, given that the two functions often overlap. The Landfill Stabilization Reserve is intended to separate the working capital and stabilization component of the reserve from amounts needed for Capital purposes. The Landfill Cell Construction reserve is intended to accumulate funds to provide for construction of new cells, approximately every three years. The Phase 2 Construction reserve is intended to accumulated funds to construct the net phase of the Landfill, once all of the cells in the existing phase have been filled.

Description	45 Days Revenue	Capital Funding Required For	Proposed Target	Reallocated Balance	Under (Over) Target
Waste Management & Collection Stabilization	\$.63	N/A	\$ 0.63	\$.63	\$ 0.00
Landfill Stabilization	\$.33	N/A	\$ 0.33	\$.33	\$ 0.00
Landfill Cell Construction	N/A	\$3 million needed every 3 rd yr.	\$ 3.00	\$2.74	\$ 0.26
Phase 2 Construction	N/A	Future Costs	\$ 0.60	\$ 0.00	\$.60

Recommendation – Solid Waste Reserve Transfers – It is recommended that:

- The garbage and recycling stabilization reserves be combined into one Waste Management and Collection Stabilization Reserve.
- Three Landfill Reserve funds be established for Landfill Stabilization, Landfill Cell Construction, and Phase 2 Construction
- The \$3.7 million reserve funds be re-allocated as shown in Table 3.

Table 4 –Subdivision Surplus – The construction or purchase of land, buildings, plants, equipment and fixtures and the required financing is budgeted and accounted for separately from operations in a Capital Fund. The balance of this fund at the end of 2001 was \$22 million, which represented \$6 million in funding received for projects in progress, plus the subdivision surplus. The Subdivision surplus is now significant and is expected to be an important source of financing for future acquisition and servicing of industrial and residential land. We are, therefore, recommending that a distinct Subdivision reserve be established.

Land for Resale (at Cost)	\$ 5.4 million
Surplus Funds Invested	12.2 million
Amount Due to Subdivision from Offsite Basins	1.1 million
Less: Long Term Debt	(2.7) million
Total	\$ 16.0 million

Recommendation – Establish Subdivision Reserve - It is recommended that that a distinct Subdivision Reserve be established, and that current and future subdivision surpluses be transferred to this reserve.



Treasury Services

Table 5 – Restricted and Special Purpose Reserves – There are a number of reserves set aside for special purposes, or that are restricted by legislation of other conditions, such as conditional donations or grants. The total of such reserves is approximately \$ 5 million and represents such items as:

Description	Purpose/Restriction/Funding Source	Balance
Airport Reserve	Committed by Agreement	\$.37
Cemetery Perpetual Care	To Pay for Maintenance in Perpetuity	\$.72
Downtown Revitalization	Committed by Agreement	\$.28
FCSS	Conditional Grant Funding Received	\$.13
Public Reserve – General	Monies in Lieu of Land Dedication	\$.42
Public Reserve – Bower Woods	Monies in Lieu of Land Dedication	\$.42
Public Reserve – Roads R/W	Sale of Road Rights of Way	\$.39
Red Deer Heritage Fund	Alberta 75 th Anniversary Funding Legacy	\$.31
Social Planning	Day Care Reserves – Debt Repayment	\$.09
Legion Track Maint. & Equip.	Funding by City and Two School Boards	\$.07
Old Court House	From Sale of Old Court House	\$.49
PCPS Dividend	Special Planning Projects	\$.11
Personnel Safety Reserve	Used to Fund Safety Initiatives	\$.19
Other	Various Smaller Reserves	\$.56
ITS – Administration	Regional Technology Initiatives	\$.10
Utility Billing Write Offs	To provide cushion for Bad Debt Write Offs	\$.11
Utility Contingency	Remainder from amount budgeted in 2001	\$.36

Recommendation – Other Reserve Consolidation – The last three reserves on the previous table are no longer required. Regional Technology initiatives and utility bad debts can be funded through the operating budget and the utility contingency is no longer needed because rates are more stable. It is recommended, therefore, that the following reserves be closed and consolidated with the Tax Rate Stabilization Reserve.

ITS – Administration – Regional Technology Initiatives	\$.10
Utility Billing Write Offs – Partially Used in 2001 to Fund E.S. Study	\$.11
Remainder of \$760,000 2001 Utility Contingency Reserve	\$.36
Total	\$.57

Table 6 –Capital Reserves – The following shows proposed targets for the City's capital reserves, based on capital financing expected over the next five to ten years. They are all below the proposed target. The balance of the Capital Project Reserve is \$4.1 million but is shown on the following table as \$8.76 million, which assumes that the recommendation to transfer the EL&P amounts over target will be approved. Amounts are in \$ millions.

Capital Reserves	Proposed Target	Current Balance	Under (Over) Target
Capital Project Reserve	\$ 24.00	\$ 8.76	15.24
Equipment Fund – Fleet Financing	Under Study	\$ 3.72	N/A
Equip. Fund – Radio Replacement	\$.70	\$.51	.19
Equip. Fund – Fuel Tank Replacement	\$.50	\$.16	.34

**Recommendation/Action Requested**

Council's approval or direction is respectfully requested for the recommendations outlined above.

A handwritten signature in black ink, appearing to read 'Gary Mullin'.

GARY MULLIN, CMA
Treasury Services Manager

A handwritten signature in black ink, appearing to read 'Rod Burkard'.

Approved by
ROD BURKARD
Corporate Services Director

Comments:

We agree with the recommendations of the Treasury Services Manager.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Christine Kenzie

From: Kelly Kloss
Sent: November 20, 2002 9:08 AM
To: Christine Kenzie
Subject: FW: Reserve Report to Council

For Dec. 2

Kelly Brian Kloss
City Clerk, City of Red Deer
Phone: 342-8134 Fax: 346-6195
kellyk@city.red-deer.ab.ca

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

From: Gary Mullin
Sent: November 19, 2002 9:11 PM
To: Paul Goranson; Mary Stewart; Shirley Hames; Al Roth; Howard Thompson; Greg Scott; Barbara Jeffrey; Harold Jeske
Cc: Rod Burkard, Director; Bryon Jeffers; Colleen Jensen; Kelly Kloss
Subject: Reserve Report to Council

This draft of the report is the result of e-mails/calls from some of you, and a meeting attended by Paul, Mary and Shirley and me. Thanks for your input. Given that I need to have this on the December 2 Council agenda, this is very likely your last chance for input so please read the attached and let me know by this Thursday if you see anything that needs changing. Sorry for the tight timeline but isn't it better than not asking for input at all?



Reserves_.dot

Kelly - Please reserve me some room on the December 2 Council agenda. Hopefully just after or before the short term borrowing bylaw. Thanks.

GARY

DATE: December 3, 2002

TO: Gary Mullin
Treasury Services Manager

FROM: Kelly Kloss
City Clerk

SUBJECT: Reserve Report to Council

Reference Report:

Treasury Services Manager, dated November 22, 2002.

Resolutions:

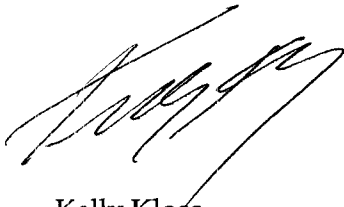
Resolved that Council of the City of Red Deer, having considered the report from the Treasury Services Manager, dated November 22, 2002, re: Reserve Report, hereby agrees to:

1. Transfer \$3.14 million from the E.L. & P. reserve to the Capital Projects Reserve.
2. Transfer any 2002 E.L. & P. surplus to the Capital Project Reserve.
3. Transfer the balance of the Power Rate Equalization Reserve to the Capital Projects Reserve.
4. Combine the garbage and recycling stabilization reserves into one Waste Management and Collection Stabilization Reserve.
5. Establish three Landfill Reserve Funds: Landfill Stabilization, Landfill Cell Construction, and Phase 2 Construction.
6. Reallocate the existing approximate \$3.7 million solid waste reserve funds as follows:
 - a) Approximately \$.63 million to Waste Management & Collection Stabilization.
 - b) Approximately \$.33 million to Landfill Stabilization.
 - c) Approximately \$2.74 million to Landfill Cell Construction

7. Establish a distinct Subdivision Reserve and that current and future subdivision surpluses be transferred to this reserve.
8. Consolidate the following reserves with the Tax Rate Stabilization Reserve:
 - (a) ITS Regional Technology Initiatives - Approximately \$.10 million.
 - (b) Utility Billing Write Offs - Approximately \$.11 million.
 - (c) 2001 Utility Contingency Reserve - Approximately \$.36 million.

Report Back to Council: No

Comments/Further Action:



Kelly Kloss
City Clerk

/chk

c Director of Corporate Services

Date: November 15, 2002

To: Kelly Kloss, City Clerk

From: Harold Jeske, Recreation, Parks & Culture Manager

Re: Collicutt Centre – October 2002 Operating Report

General Information

As anticipated, attendance is on the increase. Approximately 71,825 people visited the Centre this month. Good increases occurred in the Fitness Studio, soccer pitches, ice arena and program services. The soccer pitches had the largest increase as indoor soccer and lacrosse leagues started in October.

Pass sales and renewals continue to climb. At month end, the numbers of active Collicutt and Corporate Cards totaled 5,800.

Customer Service Matters

As use of the facility grows, feedback from the users increases. Following is a summary of the comments received this month.

Criticisms

- Parking is too congested.
- Hordes of kids hanging out at Caroline's at lunch time . . . inappropriate behavior, language.
- High school kids speeding through the extreme top area of the west parking lot where there are no speed bumps.
- Students racing through the north side parking lot – we have almost been hit twice.
- Will be pulling pass from the Centre due to the restrictive guidelines of the No Card – No Play rule.
- Family purchased a “membership” and daughter forgot card. Can't understand this rule. One time and one time only is not a good policy.
- Running pool waves during lesson time is a problem. I paid for a 40 minute lesson but did not get that due to the wave time.
- Keenagers Classes (senior fitness class) being moved from the Motion Studio to the track area disappointing because (3 comment cards):
 - have hearing loss and it is difficult to hear the instructor
 - must carry equipment up to the track – cuts into the class time
 - Motion Studio room provides privacy
- Being a taxpayer, this ‘taxpayer funded’ facility should meet my needs!
- Fieldhouse staff was named as being rude and mean to teenagers. (4 comments)

Suggestions

- More lockers that can be used with customer's own locks. (4 comments)
- Like to see a fee for just using the track extended to other customers besides seniors only.
- How about charging \$1.00 for forgetting Collicutt Card. \$10.70 is too much for replacement card.
- The smell of the oil/grease vats travel upstairs from Caroline's. Maybe keep the doors down-stairs / upstairs closed to keep the smell from traveling up.

- Playschool room needs bookshelves and a counter top.
- Ping-Pong table in the Fieldhouse.
- More fans needed upstairs while working out.
- More aerobic fitness classes offered after work hours.
- Post signs so people without "smartkeys" will use other machines that are not smartkey fitted.
- The "Universal" needs an inverse bar with a pivot (Fitness Studio).
- Purchase a punching bag for customers working out.
- Receiving comment cards 3-4/week of various wordings regarding the same topic;
- "Need more equipment ie. calf machine, etc."
- "Can All cardio machines be equipped with smartkey readers, too busy to access machines on 2nd floor that have smartkey readers".

Positive Comments

- Jumping Jacks:
 - Tonya displayed a great deal of patience with the kids—I would recommend this program to friends.
 - My child thought that Tonya "walked on water". She was great, very patient. The program had great variety and the children learned individual as well as team skills! I wish it were longer than 6 weeks.
- Parent and Tot Learn to Climb:
 - This is a great way to get kids and adults interested in trying to climb.
 - My son and I had a lot of fun in Mike's class. He taught us in a safe and fun atmosphere and both my son and I would be interested in taking the course again or moving up a level if it is available.
- Marliss (Fitness) is a great trainer
- My first impression was great! Drop in Fitness Class with Deb – she was excellent!

Operational/Vandalism Issues

- Anti-slip agent on the patterned concrete completed and appears to be working well.
- A soccer pitch divider curtain was purchased by R.D.M.S.A. This four foot high curtain will allow four teams to play at a time. Staff completed modifications to the cable and to the boards to allow for easy set up and take down.
- Painting is required in numerous places around the facility. The only time that this can be done is after hours and it should be contracted, as we do not have staff available at this time. Budget will dictate what is completed. High profile areas will be completed first.
- A window in the pool area was broke with a rock or possibly a pellet gun. A replacement is on order.
- The Park's department removed the rock ground cover along the west Side of the arena and replaced it with wood chips. These rocks were being thrown at facility windows and playground structure.
- Installation of snow fence to occur in early November to protect plant /shrub bed in drop off area at west entrance (Completed).
- A swipe card security system complete with audible alarms has been installed on the doors between the Field House and Main Street. This will greatly reduce the unauthorized entry to the field house and thus improve our revenue.

- A window was installed in the office wall of the field house attendant permitting visual supervision from their desk.
- Speed bumps were installed on the south side of the facility and the road on the north side was repaired in October. Both of the high schools shared in the associated costs.
- Fire drill performed on October 22nd.
- Meeting set with school boards with regards to security and school issues on Collicutt property.
- Installed a much-needed mirror on 2nd floor, due to safety and customer concerns of 1st floor free weight area. This will alleviate some of the traffic concerns and customer complaints of small weightlifting area on 1st floor.
- There are four Collicutt staff members (3 from Aquatics, 1 from Operations) registered for a full day workshop on creating safe environments. This workshop will provide tools for creating work place safety for youth and professionals who work with youth.

Program Initiatives

Dryland

- Drop in activities have steadily increased and we are experiencing increased usage throughout the Field House.
- Programming for winter 2003 is underway. Two new tennis programs and a baseball program have been added to the activity guide for the winter.
- Due to the large demand for our golf program last year, five extra lessons have been added to the winter program.
- The first session of climbing programs and some of the preschool programs have come to a close and participants were pleased with the excellent instruction and enthusiasm of the program leaders.
- We had some issues with users in the soccer pitches not paying the drop in rate for drop in activities. We have increased our presence in the soccer pitches and most users are complying.

Fitness and Wellness

- Programs have been going strong; 5 programs are being extended through till December 19th. (Mom and Tot Stroller Workout and 4 Power Pacing classes)
- Performed a corporate wellness fitness test for the City of Red Deer on September 26, Yolande Stubbs from Corporate health assisted in the walk. We had a great turnout of about 25 people.
- We have manipulated the schedule and were able to input a total of 14 drop-in classes for the week for our members and have seen a dramatic increase in the participation of these classes.
- Please note that similar recreation facilities ie. Westside in Calgary and Millennium Place in Sherwood Park has a total of 40+ drop-in classes/week.
- We have also had to turn away drop-in class participants due to this increase in participation on more than one occasion due to lack of fitness equipment/budget limitations.
- Performed Wellness Day for David Thompson Health Region. Great feedback.

Budget and Financial – October, 2002

	Year to Date Benchmark	Year to Date Actual	Favorable Year to Date Variance
Revenue	1,741,280	1,841,961	100,681
Expenditures	2,625,423	2,794,207	168,784
Deficit / Surplus	884,143	952,246	68,103

Month	Actual YTD Revenue	Actual YTD Expenditure	YTD Approved City Contribution	City Contribution Benchmark	YTD Favorable Variance
January	\$207,180	\$253,329	\$46,149	\$66,777	\$20,628
February	\$404,489	\$515,313	\$110,825	\$133,546	\$22,721
March	\$630,165	\$816,350	\$186,185	\$200,324	\$14,139
April	\$901,627	\$1,097,552	\$195,926	\$267,092	\$71,166
May	\$1,077,857	\$1,334,429	\$256,572	\$366,200	\$109,628
June	\$1,195,782	\$1,652,728	\$456,946	\$508,274	\$51,328
July	\$1,371,389	\$1,932,596	\$561,207	\$593,001	\$31,794
August	\$1,542,218	\$2,247,921	\$705,703	\$707,319	\$1,616
September	\$1,675,493	\$2,528,418	\$852,926	\$795,752	<57,174>
October	\$1,841,961	\$2,794,207	\$952,246	\$884,143	<68,103>
November					
December					
Approved Budget Total	\$2,089,540	\$3,150,512		\$1,060,972	

As with September, we have an unfavorable variance. Revenues still exceed the year-to-date benchmark however, expenditures exceed the benchmark to a greater extent. Council will recall previous monthly reports wherein utility costs were identified as exceeding year-to-date benchmark and the total budget.

Volunteer Initiatives and Issues

- Volunteer duties have expanded to ice marshallng, fitness host and climbing wall assistant (belaying).
- Tours have picked up significantly since the summer months
- Time did not permit a meeting in October with the volunteers.
- Volunteer hours total 96.5 hrs for this month. This includes our work experience student, as well as our practicum student.

Hi-Lites

- Programs have been going strong: 5 programs are being extended through till Dec 19th (Mom and Tot Stroller Workout and 4 Power Pacing Classes)
- Halloween Family Fun Night (Sat Oct 26th) was a success. There were 165 participants who came solely to the Waterpark for this special event.

Major and Minor Events

- The 2002/2003 Titans Track and Field Club indoor training commenced October 15, 2002. They will be utilizing the north court, long jump pit and track.
- Indoor Soccer and Lacrosse leagues started in October.

Upcoming Events

- Soccer tournaments for the month of November:
- Nov 15, 16 & 17 Red Deer City Soccer Association, Girls Division II
- Nov 22, 23 & 24 Central Alberta Soccer Association, Youth
- Nov 29, 30 & Dec 1 Red Deer City Soccer Association, Boys Division II



Harold Jeske

:jb
Attach.

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

COLLICUTT CENTRE STATISTICS - 2002 Monthly.xls

FACILITY DATA	USER GROUPS			HOURS OF USE						ATTENDANCE					
	AUG-'02	SEPT-'02	OCT-'02	OCT-'01	DEC-'01	AUG-'02	SEPT-'02	OCT-'02	YTD-'02	OCT-'01	DEC-'01	AUG-'02	SEPT-'02	OCT-'02	YTD-'02
WATER PARK															
PUBLIC SWIMMING															
Earlybird Swim					59	53	50	55	556		N/A	139	406	698	3090
Open Swim					359	349	332	342	3142		10321	15640	11279	10846	150592
Adult Swim					13	16	16	18	169		222	176	261	434	4111
Family					15	8	12	12	104		841	376	957	685	8561
TOTALS		0	0	0	0	446	426	410	427	3971	0	11384	16331	12903	166354
FIELDHOUSE															
PUBLIC DROP-IN															
ADULT					517	513	496	514	5068		568	1210	1091	1212	14041
YOUTH					517	491	472	473	4775		1003	1998	1834	1955	31025
TOTALS		0	0	0	0	1034	1004	968	987	9843	0	1571	3208	2925	45066
PROGRAMS SERVICES															
LEARN-TO-PROGRAMS															
Adult Classes					40	5	101	163	893		116	10	729	1249	4894
Youth Classes					49	182	80	220	1717		156	1315	512	1309	7928
Family Classes					9	6	21	30	141		42	54	182	97	429
Childminding Services					149	46	220	220	1626		244	103	334	442	4194
Birthday Party Stats		7	7	9	78	25	29	136	620		481	110	110	140	2583
Collicutt Mainstreet					480	513	496	514	5060		N/A	11297	10887	12144	119547
Climbing Wall		4	7	4	200	134	14	39	1589		N/A	604	280	383	5033
Gymnastics					N/A	N/A	N/A	N/A	0		4882	1850	3337	3054	50973
TOTALS		11	14	13	0	1005	911	961	1322	11646	0	5921	15343	16371	195581
SUBTOTAL PAGE 1		11	14	13	0	2484	2341	2339	2736	25459	0	18876	34882	32199	407001

COLLICUTT CENTRE STATISTICS - 2002 Monthly.xls

FACILITY DATA	USER GROUPS			HOURS OF USE					ATTENDANCE						
	AUG-'02	SEPT-'02	OCT-'02	SEPT-'01	DEC-'01	AUG-'02	SEPT-'02	OCT-'02	YTD-'02	SEPT-'01	DEC-'01	AUG-'02	SEPT-'02	OCT-'02	YTD-'02
FITNESS AND WELLNESS CENTRE															
Daily Workouts					518	513	496	514	5075		6791	7409	9180	11593	119947
Personal Training (1 on 1)					26	16	17	30	439		26	16	17	30	451
Orientations					N/A	33	47	36	559		N/A	33	47	36	794
FITNESS & WELLNESS TOTALS		0	0	0		544	562	560	580	6073	0	6817	7458	9244	121192
MEETING & SPORTS SURFACE RENTALS															
Community Savings A	0	0	1		1	0	1	1	10		20	0	15	25	238
Community Savings B	0	0	3		13	3	0	5	56		118	46	0	44	764
Community Savings A&B	1	3	1		125	121	86	151	1000		2639	462	2272	3944	18232
Community Room C	6	8	11		136	71	64	79	580		1199	738	986	1627	10425
Alberta Treasury Motion Studio	1	2	2		115	69	105	70	496		273	98	396	1477	5888
Prolific Group Board Room	1	3	10		94	32	5	51	192		46	61	70	122	815
*B of M Room East	0	0	0		49	0	0	0	0		0	0	0	0	0
*B of M Room West	0	0	0		6	0	6	0	6		65	0	80	0	80
*B of M Room West & East	0	0	0		109	0	0	0	0		20	0	0	0	0
Soccer East	1	6	13		189	157	55	136	1589		250	24	413	4261	43874
Soccer West	0	8	14		149	158	39	134	1408		379	0	706	4018	44253
Arena	27	25	15		283	279	192	291	2016		7500	5857	7750	9393	61940
Fieldhouse	2	5	21		8	65	184	43	585		400	110	596	607	6569
TOTAL	39	60	91	0	1277	955	737	961	7938	0	12909	7396	13284	25518	193078
COLLICUTT VENUE USAGE TOTALS **	50	74	104	0	4305	3858	3636	4277	39470	0	38602	49736	54727	71825	721271

NOTES:

Comments:

The Collicutt Centre – October, 2002 Operating Report is submitted for Council's information.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager



Recreation, Parks & Culture

RPC – 10.120

DATE: November 25, 2002

TO: City Council

CC: Colleen Jensen, Community Services Director
Kerry Dawson, Culture Development Superintendent

FROM: Harold Jeske, Recreation, Parks & Culture Manager

SUBJECT: City Hall Park – Sites for Future Ghost Projects

Background

The Ghost Project was initiated in 1993 by the Towne Centre Association (currently known as the Downtown Business Association). The original goal was to have 24 bronze statues located in Downtown Red Deer. To date six ghosts have been completed and two are pending. The ghosts are managed and maintained by the Downtown Business Association. Ghost projects are normally funded by community organizations through fund raising activities and grant programs.

At the July 29, 2002, Red Deer City Council meeting, Council approved ten "...locations on public lands as potential sites for future ghosts, as part of the Downtown Ghost Project" (please note: the July 29th resolution stated that one of the approved locations was 49th Avenue and Ross Street, which was incorrect; the correct location is 48th Avenue and Ross Street – southwest corner of the intersection). Council was also notified at this time that "a report (was) to come back to Council on a plan for ghosts in and around City Hall Park".

As directed, The Recreation, Parks & Culture Department recently completed an assessment of potential ghost site locations within City Hall Park (please see attached site plan). In choosing the locations, a number of factors were taken into consideration, including safety, traffic flow, site symmetry, visibility, and the location of existing ghosts.

The three additional sites identified on the attached site plan are in highly visible spots. The two westerly locations have been positioned at two main park entrances and have been deliberately set back from Gaetz Avenue so as not to impede vehicle site lines. The third site, located at 48th Avenue and Ross Street, will be highly visible, both from vehicular and pedestrian traffic. The three locations also tie-in symmetrically with the existing ghost located at the southwest corner of 48th Avenue and 49th Street.

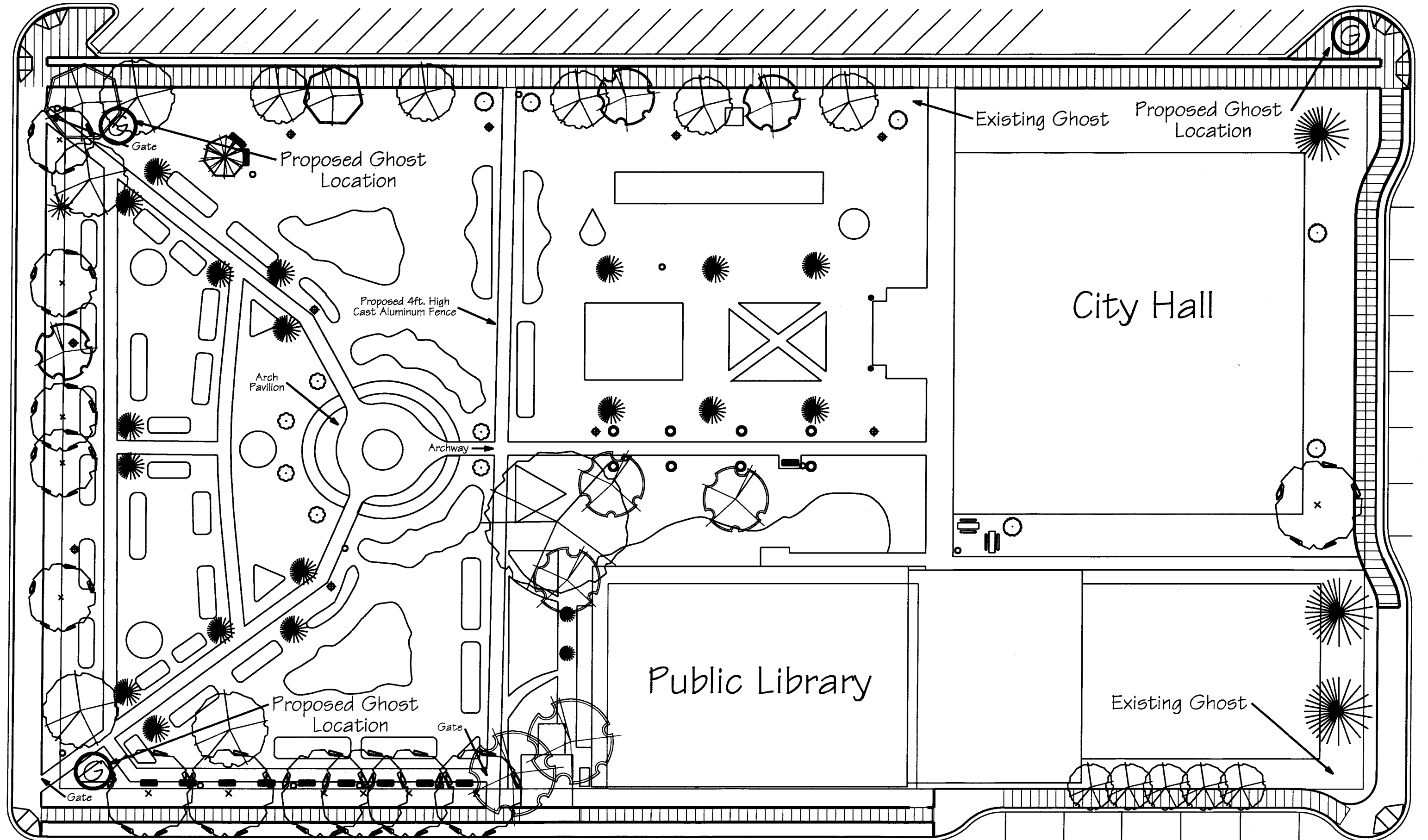
RECOMMENDATION

- #1 THAT Council of the City of Red Deer amend the resolution of July 29, 2002, related to Ghost Projects so as to delete the reference to 49th Avenue & Ross Street and replace with 48th Avenue & Ross Street.
- #2 THAT Council of the City of Red Deer approve the three ghost sites in and around City Hall Park as part of the Downtown Ghost Project, as outlined on the attached drawing.

A handwritten signature in black ink, appearing to read 'H. Jeske'.

Harold Jeske

:jb



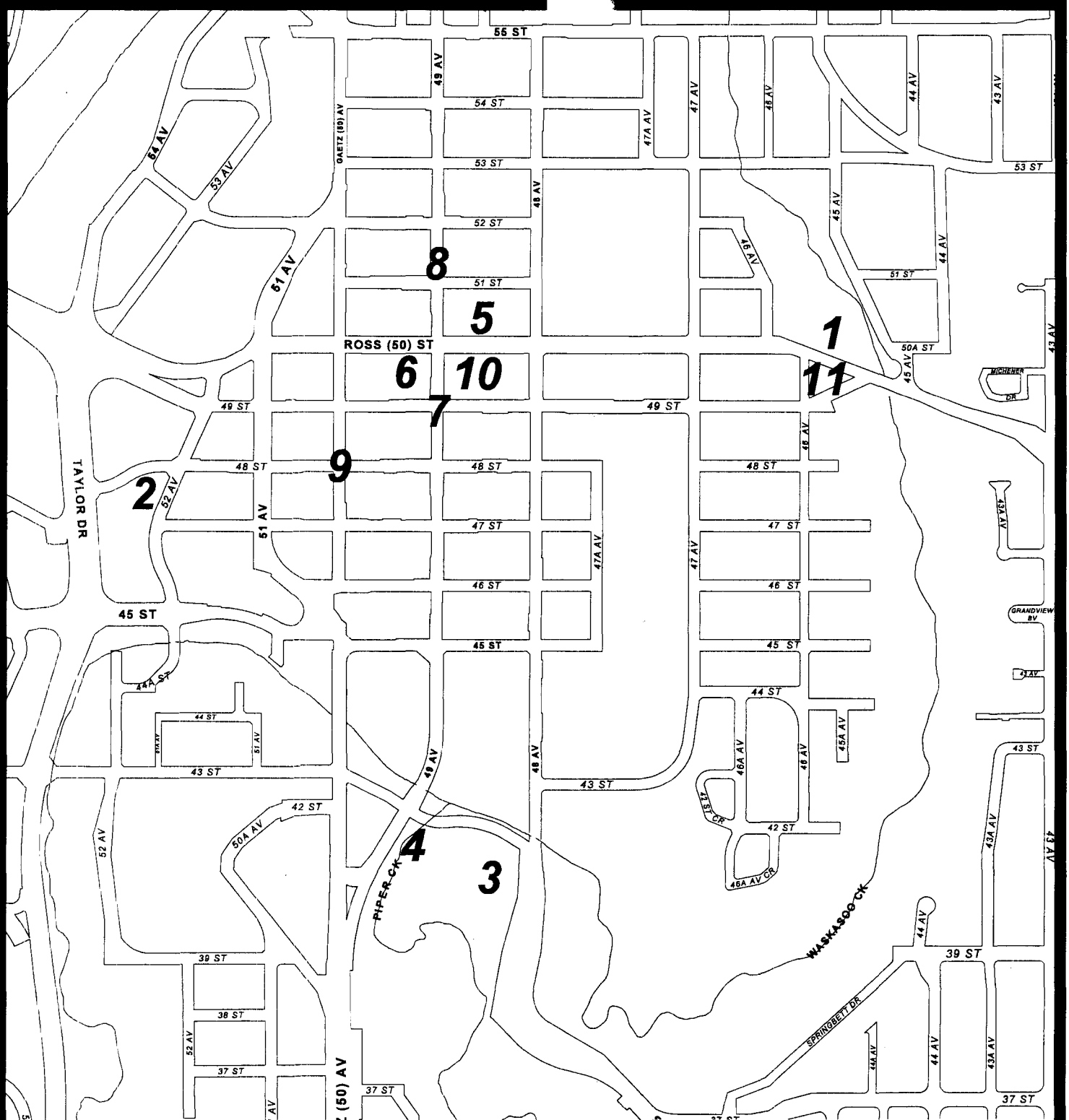
Concept A Scale 1:400



The following resolution, regarding sites for future Ghosts Projects, was passed by Council at the July 29, 2002 Council Meeting:

Resolved that Council of the City of Red Deer having considered the report from the Community Services Director, dated July 8, 2002, re: Sites for Ghost Projects, hereby:

1. Approves the following locations on public lands as potential sites for future ghosts, as part of the Downtown Ghost Project:
 1. Coronation Park – Ross Street between 46 Avenue & 45 Avenue
 2. Downtown Park Plaza – 52 Avenue between 46 Street & 48 Street
 3. Rotary Park – Bottom of Spruce Drive at 43 Street
 4. Rotary Park – 49 Avenue and 43 Street (North West Corner)
 5. Old Court House – Park Between the Old Court House and Bishops Drug Store
 6. Adjacent North to the Gallery on Ross – On the Traffic Bulb
 7. 51 Street and 49 Avenue – North West Corner of the Intersection
 8. Gaetz Avenue and 48 Street – North East Corner of the Intersection
 9. 49 Avenue and Ross Street – South East Corner of the Intersection
 10. Victory Park – Triangle at the Intersection of Ross Street and 46 Avenue
2. Directs City Administration to consult with appropriate departments to determine the positioning of a ghost at a site, once an exact location for a ghost has been chosen.



Sites for Ghost Projects

- | | |
|-----------------------------|-------------------------------|
| 1. Coronation Park | 7. 49 Avenue and 49 Street |
| 2. Downtown Park Plaza | 8. 51 Street and 49 Avenue |
| 3. Rotary Park | 9. Gaetz Avenue and 48 Street |
| 4. Rotary Park | 10. 49 Avenue and Ross Street |
| 5. Old Court House | 11. Victory Park |
| 6. south of Gallery on Ross | |



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July 2002

Comments:

We agree with the recommendations of the Recreation, Parks and Culture Manager.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager



Council Decision – December 2, 2002

City Clerk's Department

DATE: December 3, 2002

REVISED

TO: Harold Jeske
Recreation, Parks & Culture Manager

FROM: Kelly Kloss
City Clerk

SUBJECT: City Hall Park – Sites for Future Ghost Projects

Reference Report:

Recreation, Parks & Culture Manager, dated November 25, 2002.

Resolutions:

Resolved that Council of the City of Red Deer, having considered the report from the Recreation, Parks and Culture Manager, dated November 25, 2002, re: City Hall Park – Sites for Future Ghost Projects, agrees to

1. Amend the resolution passed by Council on July 29, 2002, re: Sites for Ghost Projects, by deleting Item No. 9 – "49 Avenue and Ross Street – South East Corner of the Intersection" and replacing it with "48th Avenue and Ross Street – South West corner of the Intersection"
2. Approve the three ghost sites in and around City Hall park, as part of the Downtown Ghost Project as follows:
 1. At or near the entrance to the park at the corner of Ross Street and 49th Avenue.
 2. At or near the entrance to the park at the corner of 49th Street and 49th Avenue.
 3. On the sidewalk bulb at the South West corner of 48th Avenue and Ross Street.

Report Back to Council: No



Kelly Kloss
City Clerk

/chk

c Community Services Director
Culture Development Superintendent

FILE



Council Decision – July 29, 2002

Office of the City Clerk

DATE: July 30, 2002
TO: Colleen Jensen, Community Services Director
FROM: City Clerk
SUBJECT: Sites for Ghost Projects

Reference Report:

Community Services Director dated July 8, 2002 & Recreation, Parks & Culture Manager, dated July 3, 2002

Resolutions:

Resolved that Council of the City of Red Deer having considered the report from the Community Services Director, dated July 8, 2002, re: Sites for Ghost Projects, hereby:

1. Approves the following locations on public lands as potential sites for future ghosts, as part of the Downtown Ghost Project:
 1. Coronation Park – Ross Street between 46 Avenue & 45 Avenue
 2. Downtown Park Plaza – 52 Avenue between 46 Street & 48 Street
 3. Rotary Park – Bottom of Spruce Drive at 43 Street
 4. Rotary Park – 49 Avenue and 43 Street (North West Corner)
 5. Old Court House – Park Between the Old Court House and Bishops Drug Store
 6. Adjacent North to the Gallery on Ross – On the Traffic Bulb
 7. 51 Street and 49 Avenue – North West Corner of the Intersection
 8. Gaetz Avenue and 48 Street – North East Corner of the Intersection
 9. 49 Avenue and Ross Street – South East Corner of the Intersection
 10. Victory Park – Triangle at the Intersection of Ross Street and 46 Avenue
2. Directs City Administration to consult with appropriate departments to determine the positioning of a ghost at a site, once an exact location for a ghost has been chosen.

Report Back to Council: No

Comments/Further Action:

A report is to come back to Council on a plan for Ghosts in and around City Hall Park.



Kelly Kloss
City Clerk
/chk

c Recreation, Parks & Culture Manager
 Culture Development Superintendent

Date: July 8, 2002
To: Kelly Kloss
City Clerk
From: Colleen Jensen
Community Services Director
Re: Sites for Ghost Projects

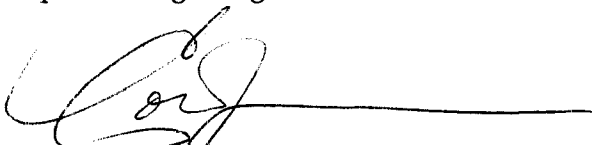
The attached report from Harold Jeske, Recreation, Parks & Culture Manager, provides some history and background with respect to the Ghost Projects in the downtown. As noted, work has been undertaken in the past months by the Downtown Business Association and the Public Art Committee, to identify several locations that would be suitable for the installation of future ghosts. Both organizations feel that it will be very helpful to have a "menu" of locations available to any family or organization that is considering developing a ghost, as this will streamline the current application process considerably.

Council may also recall that there has been some informal discussion with respect to ghosts located in City Hall Park. As mentioned in the attached report, a plan will be proposed by City Parks staff with respect to ghosts in City Hall Park, with appropriate locations identified. This is intended to come forward for Council's consideration in the fall of 2002. If Council agrees to the idea of ghosts in City Hall Park, as well as the recommended locations, then those sites will be added to the list attached.

Both Mr. Jeske and I have been quite involved in the identification and review of the sites and are, therefore, supportive of the recommendation put forward by the Public Art Committee and the Recreation, Parks & Culture Board. It should be noted, however, that when a specific site is chosen for a ghost, then City departments will have further involvement in determining the exact positioning of the ghost at that site. This will ensure that there are no problems with easements, utilities, and so on.

RECOMMENDATION

THAT Council of The City of Red Deer approve the attached list of locations on public lands as potential sites for future ghosts, as part of the Downtown Ghost Project, and further, that the Administration be directed to consult with appropriate departments to determine the positioning of a ghost at a site, once an exact location for a ghost has been chosen.



Colleen Jensen

:dmg

Att.

- c. Harold Jeske, Recreation, Parks & Culture Manager
- Kerry Dawson, Culture Development Supt.

Cultural Services

M0500-62

DATE: July 3, 2002

TO: Colleen Jensen, Director of Community Services
Kelly Kloss, City Clerk

cc: Public Art Committee
Heritage Preservation Committee
Cultural Advisory Committee

FROM: Harold Jeske,
Recreation, Parks & Culture Manager

SUBJECT: Sites for Ghost Projects

History

The ghost project was initiated in 1993 by the then Towne Centre Association (the Downtown Business Association). The original goal was to have 24 bronze statues located in downtown Red Deer. To date six ghosts have been completed and two are pending. The ghosts are managed and maintained by the Downtown Business Association, however, as "ghosts" is a public art collection, the ownership is by the community of Red Deer. Projects are normally funded by community organizations through fundraising activities and grant programs.

The request for a ghost project is submitted to the Downtown Business Association who submit an application to the Culture Development Superintendent to distribute the information to appropriate City departments and agencies for comment. The Public Art Committee reviews the comments and forwards a recommendation to the Recreation, Parks & Culture Board to forward to City Council for consideration. Council's role is to review each of the ghost projects when installation occurs on public lands.

Discussion

Two ghosts projects are presently being considered. Without knowing where a project is to be located, it is difficult for the applicant (Downtown Business Association) to provide appropriate information on size, design, footprint and/or composition, and for the City departments and agencies to comment on the ghost project when details about the project are not known. The Downtown Business Association identified 11 sites in the downtown core as being suitable for ghost projects. The site list has been circulated to the appropriate City departments, committees and agencies for comments.

In general, the responses were favorable with the sites identified, with appropriate departments and agencies recognizing the need to provide comments when specific locations are identified in each of these sites. City Hall Park is a potential future site for a ghost as has been discussed with City Council, however, has not been included in this request as a plan for this site is being developed and ghost locations will be considered at that time.

Cultural Services

Site Locations

At their meeting of June 11, 2002, the Recreation, Parks & Culture Board reviewed the recommended sites for ghosts as follows (map attached):

1. Coronation Park - Ross Street between 46 Avenue and 45 Avenue
2. Downtown Park Plaza - 52 Avenue between 46 Street and 48 Street
3. Rotary Park - bottom of Spruce Drive at 43 Street
4. Rotary Park - 49 Avenue and 43 Street (north west corner)
5. Old Court House - park between the Old Court House and Bishops Drug Store
6. South of Gallery on Ross - referred to as the bulb
7. 49 Avenue and 49 Street - south west corner of City Hall park
8. 51 Street and 49 Avenue - north west corner of the intersection
9. Gaetz Avenue and 48 Street - north east corner of the intersection
10. 49 Avenue and Ross Street - south east corner of the intersection
11. Victory Park - triangle at the intersection of Ross Street and 46 Avenue

The Recreation, Parks & Culture Board passed the following motion:

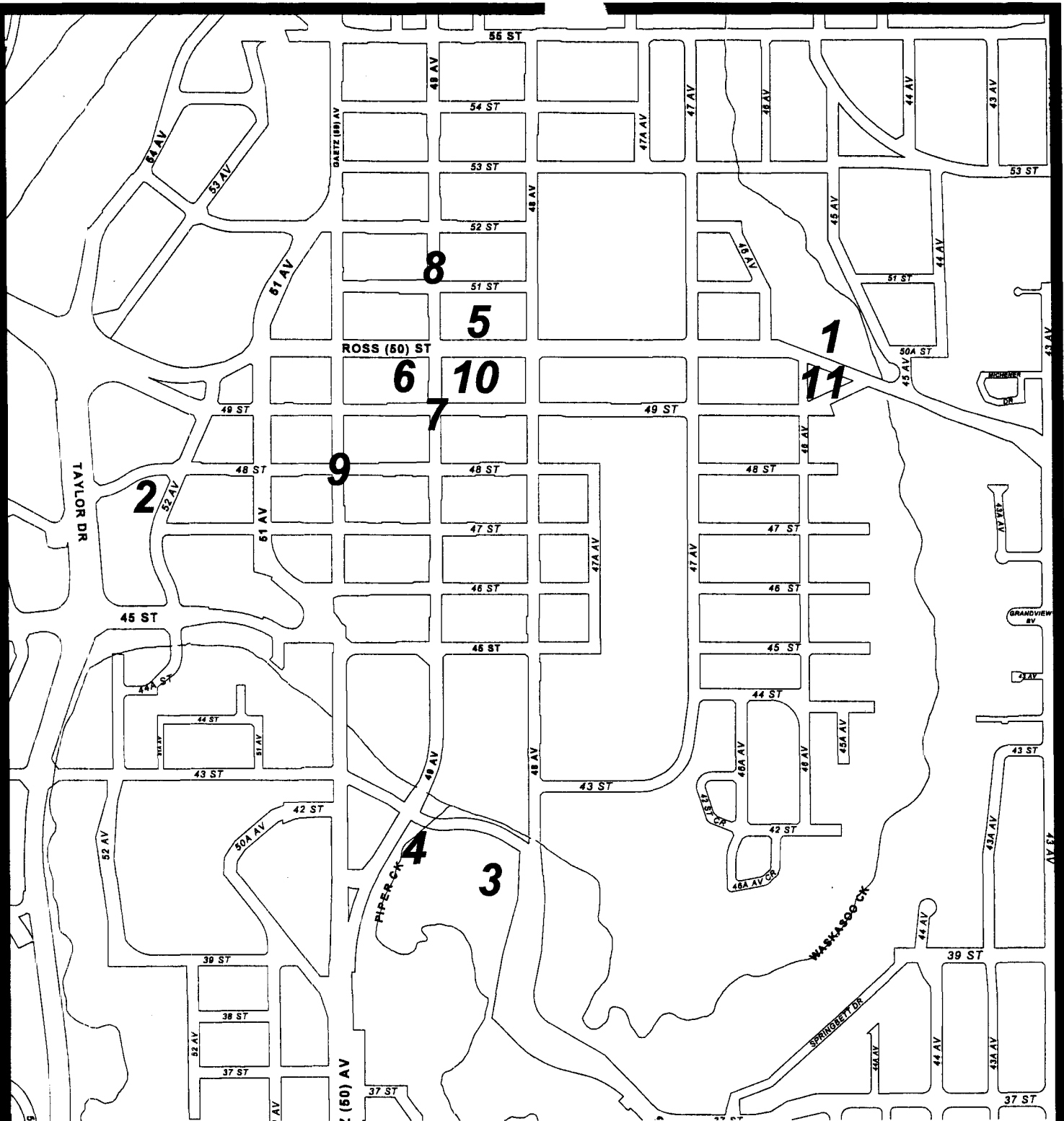
Resolved that the Recreation, Parks & Culture Board supports the proposed locations for Ghost Projects as presented by the Public Art Committee.

Recommendation

That City Council pass a resolution approving the above site locations for future ghost projects.

Harold Jeske

KD:mak



Sites for Ghost Projects

- | | |
|-----------------------------|-------------------------------|
| 1. Coronation Park | 7. 49 Avenue and 49 Street |
| 2. Downtown Park Plaza | 8. 51 Street and 49 Avenue |
| 3. Rotary Park | 9. Gaetz Avenue and 48 Street |
| 4. Rotary Park | 10. 49 Avenue and Ross Street |
| 5. Old Court House | 11. Victory Park |
| 6. south of Gallery on Ross | |



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This map may not be reproduced by any means, in whole or in part.

July 2002

Comments:

We agree with the recommendations of the Community Services Director.

"G. D. Surkan"

Mayor

"R. Burkard"

Acting City Manager



1000-069
033-1006 K

Engineering Services

Date: November 15, 2002

To: City Clerk

From: Engineering Services Manager

**Re: Traffic By-law 3186/97
Proposed Speed Limit Reduction on 30 Avenue, near 22 Street**

The City of Red Deer is currently involved in constructing an extension of 30 Avenue near 22 Street. The project consultant, AL-Terra Engineering Ltd., has recommended a reduction of the speed limit on 30 Avenue, from 70 km/hr to 60 km/hr in accordance with the existing speed limit further north.

Recommendation

The Engineering Services Department concurs with the project consultant and is respectfully recommending that we reduce the speed limit on 30 Avenue, near 22 Street, to 60 km/hr.

The following Traffic By-law revisions are included for consideration.

SCHEDULE "B" 60 km/h

AVENUES

Replace line 1,
"30 Avenue, from 150 metres north of 61 Street to 200 metres south of Lancaster Drive"
with
30 Avenue, from 150 metres north of 61 Street to 200 metres south of 22 Street

City Clerk
Page 2
November 15, 2002

SCHEDULE "C" 70 km/h

AVENUES

Replace line 5,
"30 Avenue, from 200 metres south of Lancaster Drive to the South City
Limits"
with
30 Avenue, from 200 metres south of 22 Street to the South City Limits



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

RBH/emr
Att.

c. Traffic Engineer

SCHEDULE "B"¹

Page 1 of 1

60 km/h

AVENUES

- 1 30 Avenue, from 150 metres north of 61 Street to 200 metres south of Lancaster Drive
- 2 40 Avenue, from 32 Street to 200 metres south of Austin Drive
- 3 40 Avenue (Riverside Drive), between 77 Street and the north boundary of SE 33-38-27-4
- 4 Gaetz (50) Avenue, from Highway 11A to 150 metres north of 59 Street
- 5 49 Avenue, between 60 Street and 63 Street
- 6 Taylor Drive from Highway 11A to 200 metres south of 43 Street
- 7 Gaetz (50) Avenue, from South City Limits to 100 metres north of the east leg of 37 Street
- 8 Gaetz Avenue from 130 metres south of 42 Street to 36 Street
- 9 Johnstone Drive (68 Avenue), between 67 Street and Jewell Street

STREETS

- 1 32 Street, from West City Limits to 650 metres east of Lockwood Avenue
- 2 55 Street, from 30 Avenue to 20 Avenue
- 3 67 Street (Highway 11), from 68 Avenue to 150 metres east of Pamely Avenue
- 4 77 Street, between Taylor Drive and 40 Avenue (Riverside Drive)
- 5 Ross (50) Street, from 212 metres east of Deer Home Road to 700 metres east of Davison Drive

¹ 3186/A-99, 3186/D-2000, 3186/E-2000, 3186/A-2002

SCHEDULE "C"¹

Page 1 of 1

70 km/h

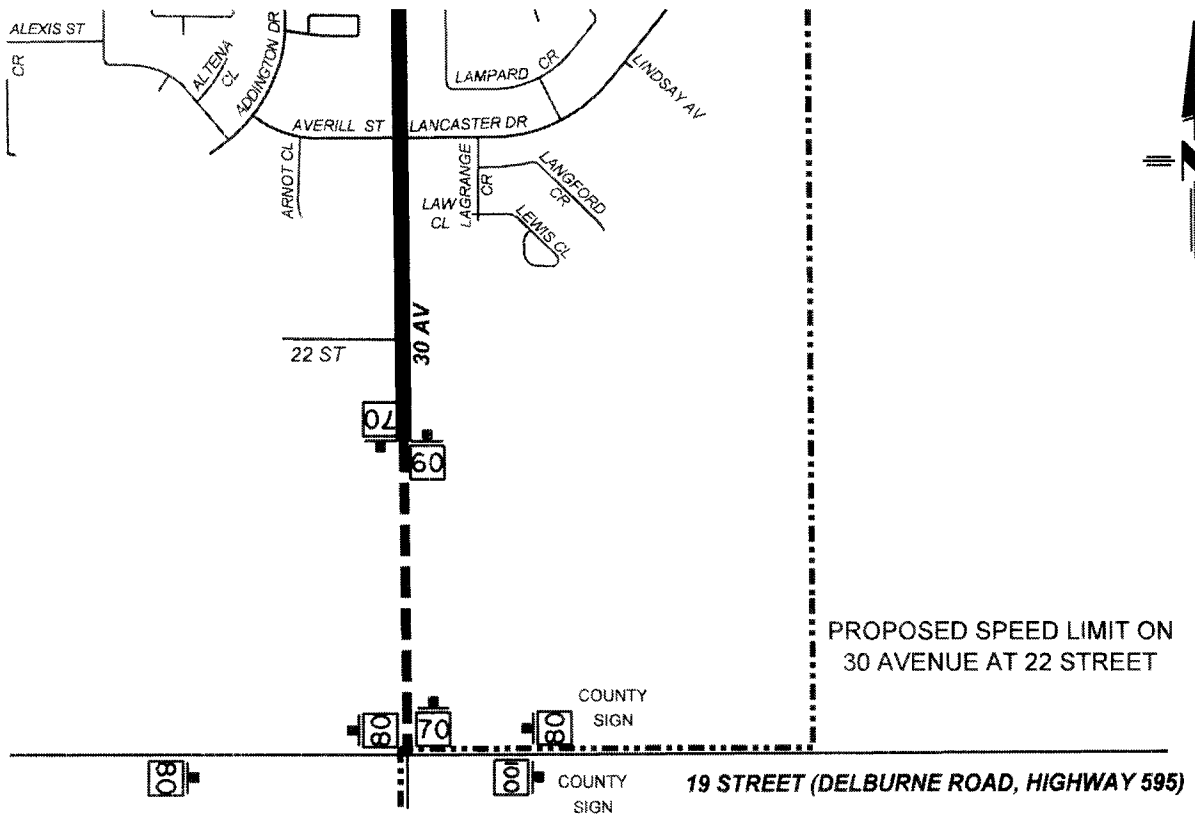
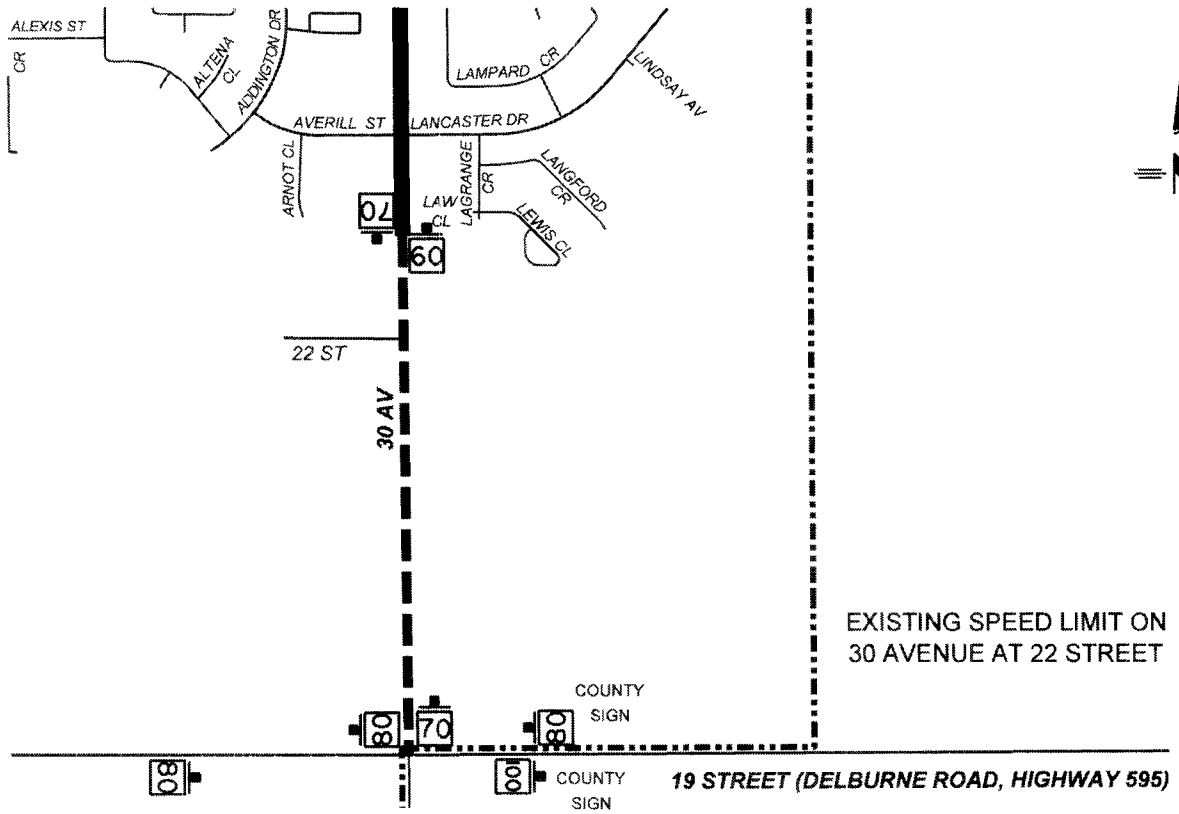
AVENUES

- 1 Riverside Drive, between the Lions Campground access and 77 Street
- 2 Taylor Drive, from 200 metres south of 43 Street to the South City Limit
- 3 30 Avenue, from 67 Street to 150 metres north of 61 Street
- 4 40 Avenue, from 200 metres south of Austin Drive to South City Limits
- 5 30 Avenue, from 200 metres south of Lancaster Drive to the South City Limit

STREETS

- 1 67 Street (Highway 11) from 68 Avenue to Highway 2
- 2 67 Street (Highway 11) from 150 metres east of Pamely Avenue to 30 Avenue
- 3 19 Street from the West City Limit to 375 metres east of 40 Avenue

¹ 3186/A-99, 3186/C-99, 3186/D-2000, 3186/E-2000



				PREPARED BY RBH	THE CITY OF RED DEER ENGINEERING DEPARTMENT PROPOSED SPEED LIMIT CHANGES ON 30 AVENUE AT 22 STREET	APPROVED BY
				DATE October/01		ENGINEER
				SCALE 1:15,000		EXHIBIT NO.
NO.	DATE	REVISION	APP'D			1 OF 1

Comments:

We agree with the recommendations of the Engineering Services Manager.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager



FILE
Council Decision – December 2, 2002

City Clerk's Department

DATE: December 3, 2002
TO: Ken Haslop
Engineering Services Manager
FROM: Kelly Kloss
City Clerk
SUBJECT: Traffic Bylaw Amendment 3186/D-2002
Amendment to Traffic Bylaw 3186/97
Proposed Speed Limit Reduction on 30th Avenue, near 22nd Street

Reference Report:

Engineering Services Manager, dated November 15, 2002.

Bylaw Readings:

Traffic Bylaw Amendment 3186/D-2002 was given three readings. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:

This office will amend and distribute copies of the consolidated version of Traffic Bylaw 3186/97 in due course.



Kelly Kloss
City Clerk

/chk
/attach.

c

BYLAW NO. 3186/D-2002

Being a bylaw to amend Bylaw No. 3186/97 the Traffic Bylaw of The City of Red Deer.

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

Bylaw No. 3186/97 is hereby amended as follows:

- 1 By deleting Item 1 from Schedule "B", "Avenues" and replacing it with the following:

"1. 30 Avenue, from 150 metres north of 61 Street to 200 metres south of 22 Street."

2. By deleting Item 5 from Schedule "C", "Avenues" and replacing it with the following:


"5. 30 Avenue, from 200 metres south of 22 Street to the South City Limits."

READ A FIRST TIME IN OPEN COUNCIL this 2nd day of December 2002.

READ A SECOND TIME IN OPEN COUNCIL this 2nd day of December 2002.

READ A THIRD TIME IN OPEN COUNCIL this 2nd day of December 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 2nd day of December 2002.


MAYOR


CITY CLERK



Date: November 25, 2002

To: Kelly Kloss
City Clerk

From: Colleen Jensen, Director
Community Services Division

Re: **Community Services Neighbourhood Planning and Design
Guidelines and Standards**

BACKGROUND

As Council is aware, the updating of the Community Services Master Plan has been underway for well over a year. The work that has been undertaken will result in a significantly different approach, with the document being in three component parts. These parts are:

- **Neighbourhood Planning and Design Guidelines and Standards** – to be used by The City and the development industry in preparing area structure plans and other planning documents. The Guidelines and Standards provide the basis for the planning of parks, school sites, trails, transit routing, environmental needs and housing (including density).
- **Services Action Plan** – to be linked directly to The City's Strategic Plan, and to be used by Community Services departments/agencies in preparing business plans and other planning documents. This document will give an overview for the whole division related to the actions that will be undertaken in the next three years.
- **Facilities and Open Space Action Plan** – to be used by Community Services departments/agencies. The recommendations will be used in planning and implementation work over the next three years related to our facilities and open space. This document will also have a component that gives direction related to future oriented planning for facilities and open space. This will form the basis of capital requests in the budget.

In addition, all of the facilities and open space managed by the Community Services Division will be inventoried, with detailed historical information included. An inventory of all the agreements related to the division will also be prepared over the next three years, including information on who is accountable for the agreement and where the agreement resides.

The enclosed Guidelines and Standards document is the first component being brought forward for Council's consideration, with the recommendation for approval. The two Action Plans will be completed in early in 2003.

PROCESS TO DATE

In preparing the Neighbourhood Planning and Design Guidelines and Standards, considerable work has been done in seeking input from various stakeholders. This includes many meetings with Community Services staff, several meetings with the development industry, and community input

through “coffee circles”, where groups were brought together to discuss our direction. Youth, young adults (college), community associations, seniors, sport groups, environmental groups and general public participated in the coffee circles, with approximately 100 people providing input. Steve Sogge was contracted to facilitate the staff and community input process, and also to prepare the many draft documents that have brought us to the final document.

A steering committee has guided the process, with representation for Parkland Community Planning Services (Paul Meyette); RCMP (Insp. Gilles Guertin); Recreation, Parks & Culture (Harold Jeske); Normandeau Cultural & Natural History Society (Jim Robertson); Social Planning (Scott Cameron); with Susan Taylor assisting with facilitation and me as chair.

The recommendations from the Red Deer Growing Smarter (Sustainable Communities) Study also provided significant foundation for the Guidelines and Standards. Close attention was paid to the parallel process of development of “Growing Smarter” and the “Neighbourhood Planning and Design Guidelines and Standards” to ensure consistency in context, content and language. The Neighbourhood Planning and Design Guidelines and Standards are the first step in implementing the Growing Smarter Study.

All of the related advisory and agency boards have also had the opportunity to provide feedback throughout the process. This includes the FCSS Board, the Recreation, Parks & Culture Board, the Policing Committee, the Environmental Advisory Board, the Transportation Advisory Board, the Archives Committee and the Normandeau Cultural & Natural History Society.

It is intended that the Municipal Planning Commission will review the Guidelines and Standards, hopefully, at their December 2nd meeting, and provide comments to Council for information when debate and approval occur.

DISCUSSION

The Neighbourhood Planning and Design Guidelines and Standards are to be used as a basis for planning our neighbourhoods. They will replace the current Planning and Subdivision Guidelines and the standards in the current Community Services Master Plan. This is a much more comprehensive document.

There continues to be emphasis on:

- good management of our natural environment, with the continued requirement of environmental assessment through ecological profiles;
- good storm water management facilities that meet City and provincial policy;
- good housing mix in each neighbourhood, with higher density housing encouraged to be close to park areas;
- ten percent Municipal Reserve required under the Municipal Government Act for parks, trails and school sites, with developers encouraged to allocate more, if possible.

Some of the significant changes are:

- Density requirements reflect the Growing Smarter Study recommendation of a range of 12.35 to 17.30 dwelling units per gross developable hectare. The newer subdivisions currently being developed average 13.87 du/dh.

- Larger neighbourhood commercial sites of 4,000 metres or one acre in size will be allowed.
- Greater emphasis is placed on the planning of trails as part of the transportation system, with linkages within the neighbourhood and to other neighbourhoods. Trails will be separate from the sidewalks as much as possible.
- Transit routes will be designed at the area structure plan stage, rather than the current practice of later in the planning. This will allow for better location of transit stops, and for ensuring the road patterns and structure are compatible with service requirements.
- Smaller central parks, often serving multi-neighbourhoods, will be planned. This will leave Municipal Reserve available to incorporate smaller parkettes and lineal parks throughout the neighbourhood, and will also allow much greater flexibility for the developers in designing parks.

There are also changes in the planning process, as follows:

- Social Planning will prepare a social impact assessment. The assessment will address such things as safety, social inclusion, sense of community, transportation, learning development, diversity and housing.
- RCMP will review area structure plans for general compliance with Community Policing Through Environmental Design (CPTED) Guidelines.

This assessment and review will be done as part of the referral process in the development of area structure plans. Attention will be paid to ensuring that the new process does not unnecessarily delay the planning process for developers. The outcome, however, should be that Council will have much broader and better information in deciding on the approval of area structure plans.

IMPLICATIONS

To Developers:

The development industry has been generally positive about the new Guidelines and Standards. There is much more flexibility, particularly, related to park planning; the expectations are clearly laid out and the document consolidates standards from two previous documents.

As we transition from the current guidelines to the new guidelines and standards, existing area structure plans can be completed in full without being amended to meet these new guidelines and standards. The standards in existence at the approval of the area structure plan will continue to apply. However, if a developer wishes to utilize the new guidelines and standards, they will be required to submit an amended area structure plan for the undeveloped area that is in compliance with the new guidelines and standards.

To The City:

The City also has greater flexibility in planning parks, trails and other amenities. Also, a much more conscious effort will be made to integrate social planning with land use planning. The transit system should be more effective through better design at the early stage, thereby, also supporting better opportunities for the community to use alternative forms of transportation.

There will need to be careful monitoring related to cost. With higher density, the potential exists to have increasing costs per neighbourhood or per capita related to soft services, such as policing,

social programming and leisure programming. The cost of hard services for higher density is usually more efficient. There could also be higher costs related to better linked transportation and trail system. This will be phased in over time, with careful planning related to paving and less use of sidewalks for trails. A revised Trails Master Plan will be undertaken in the next 1-2 years, which will outline the need for future trails and better linkages.

The Neighbourhood Planning and Design Guidelines and Standards will be updated on a regular basis, as need arises. Major changes, particularly if there is a cost implication, will come to Council for approval. Any minor changes can be approved by the City Manager.

PROCESS FOR CONSIDERATION

- The Neighbourhood Planning and Design Guidelines and Standards will be tabled with Council for information at the December 2nd meeting of Council. A brief presentation will be given to provide an overview. The Red Deer Growing Smarter Study will be debated by Council at this same meeting, which will give Council the opportunity to begin to see how the two documents are connected, but also, the ability to review and think about the new Guidelines and Standards before debate.
- The Neighbourhood Planning and Design Guidelines and Standards will be debated at the December 16th meeting of Council, once Council has had the opportunity to review the document and hear any community feedback.

RECOMMENDATION

THAT Council of The City of Red Deer accept the Community Services Neighbourhood Planning and Design Guidelines and Standards for information at the December 2nd meeting of Council; and further,

THAT the Neighbourhood Planning and Design Guidelines and Standards be debated and approved at the December 16th meeting of Council, with direction to revise Policy 3401 to incorporate the use of the Neighbourhood Planning and Design Guidelines and Standards, rather than the Planning and Subdivision Guidelines, in the development of area structure plans and other planning documents.


COLLEEN JENSEN

:dmg

Enc

Comments:

We agree that this be received as information on December 2, 2002 and be brought back to the December 16, 2002 Council meeting for debate.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager



FILE
Council Decision – December 2, 2002

City Clerk's Department

DATE: December 3, 2002
TO: Colleen Jensen
Community Services Director
FROM: Kelly Kloss
City Clerk
SUBJECT: Community Services Neighbourhood Planning and Design
Guidelines and Standards

Reference Report:

Community Services Director, dated November 25, 2002.

Report Back to Council: Yes

Comments/Further Action:

This report was received as information at the December 2, 2002 Council meeting and is to be brought back to the December 16, 2002 Council meeting for debate and approval.

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

Kelly Kloss
City Clerk

/chk

c

COUNCIL MEETING OF DECEMBER 2ND , 2002

ATTACHMENT

DOCUMENT STATUS: PUBLIC

**REFERS TO: CITY OF RED DEER
 COMMUNITY SERVICES DIVISION**

**NEIGHBOURHOOD PLANNING AND
 DESIGN GUIDELINES &
 STANARDS - 2002**



Neighbourhood Planning and Design Guidelines & Standards

2002



Community Services Division

Neighbourhood Planning and Design Guidelines & Standards

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Introduction

1. PURPOSE

- a) To provide guidelines and standards for the planning and design of neighbourhoods¹ including parks, public facilities/amenities in the city of Red Deer.
- b) These Neighbourhood Planning and Design Guidelines & Standards provide the requirements for a neighbourhood area structure plan. Appendix “A” shows the approval process for all plans. Appendix “B” outlines the subdivision approval process, while Appendix “C” contains templates as examples for neighbourhood park design.

2. USE AND LIFE CYCLE

- a) These guidelines and standards will be reviewed and updated as required to reflect unique trends and issues, changing demographics and financial reality in our community.

3. UPDATE PROCESS

- a) These guidelines and standards are owned, maintained and enforced by The City of Red Deer. Regularly, or at the request of a developer or stakeholder, Parkland Community Planning Services will initiate a review of these standards. When changes are requested by a developer or stakeholder, the fees indicated in the appendix shall apply. The Standards Review Committee will include the Community Services Director and a representative from the Social Planning Department, the Recreation, Parks & Culture Department, Parkland Community Planning Services and other members as deemed appropriate. Minor changes to these standards shall be approved by the City Manager. Major changes to these standards shall be approved by City Council.

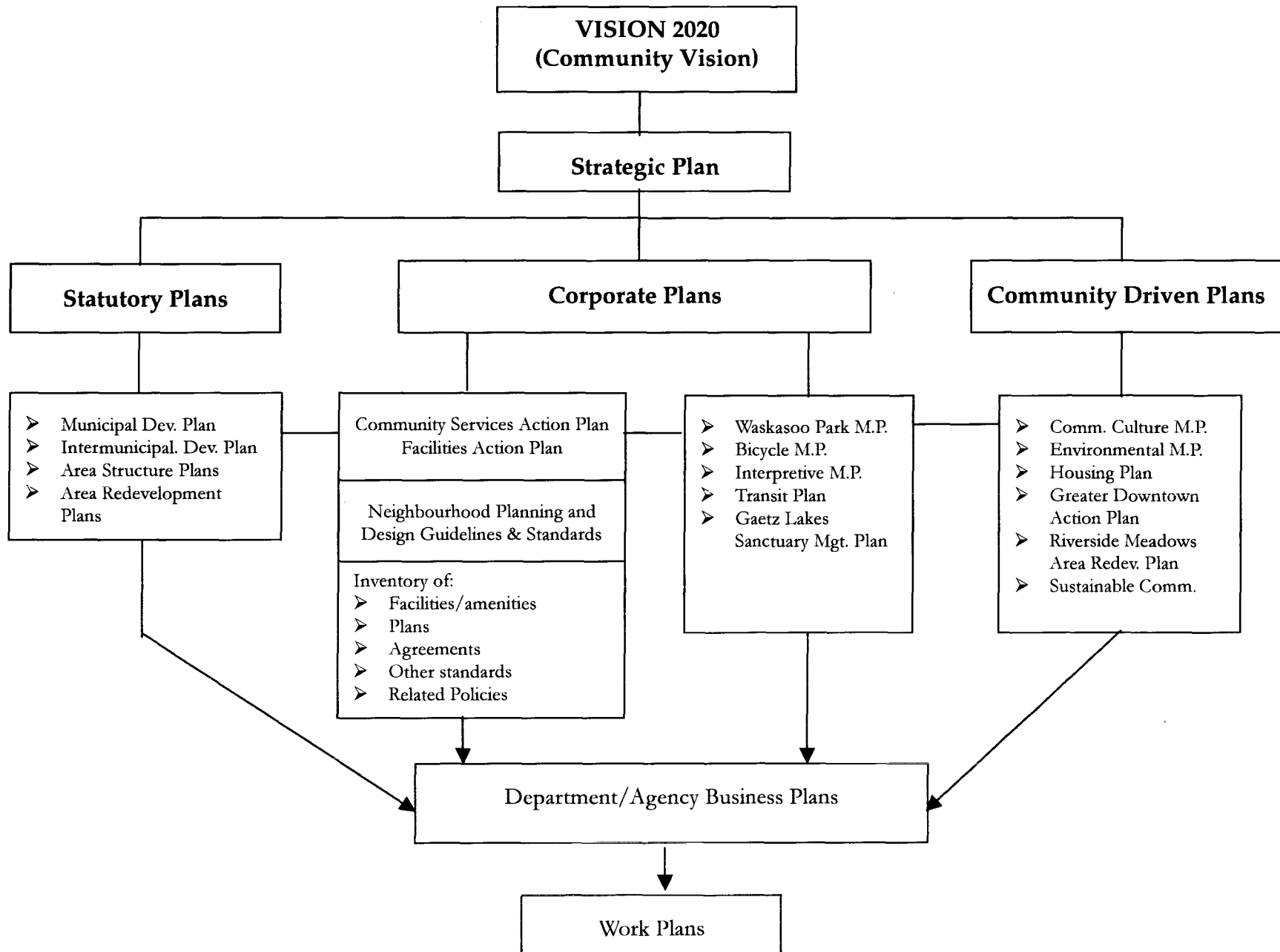
4. RELATIONSHIP TO OTHER CITY PLANNING DOCUMENTS

- a) **The City of Red Deer Strategic Plan**
The City of Red Deer Strategic Plan provides overall City direction through goals and strategies related to financial development, organizational development, economic development, and community development.
- b) **Intermunicipal Development Plan**
The City of Red Deer and Red Deer County share an Intermunicipal Development Plan, which contains general policies and land uses for the fringe area around the city.
- c) **Municipal Development Plan**
The Municipal Development Plan outlines specific policies and generalized land uses for development within the city.
- d) **Major Area Structure Plans**
Major Area Structure Plans are generalized plans, usually covering several quarter sections of land, identifying major roads and land uses (including residential, schools, commercial, industrial and major parks). Major area structure plans are prepared by The City of Red Deer

¹ *Neighbourhood: A predominately residential area, which is usually a quarter-section (65 hectares or 160 acres) in size.*

- e) **Neighbourhood Area Structure Plans**
Neighbourhood Area Structure Plans are plans prepared by developers, showing the proposed application of statutory plans, Council policy, the Municipal and Intermunicipal Development Plans. Neighbourhood Area Structure Plans generally encompass one quarter-section (approx. 65 hectares) of development.
- f) **Area Redevelopment Plans**
Area Redevelopment Plans are used to guide redevelopment in an existing neighbourhood or area. These plans identify major land uses, as well as any new or modified roads.
- g) **Community Services Action Plans**
The Community Services Division maintains a Services Action Plan that guides the planning and provision of social, police, transit, leisure, parks and culture and other related services in the city. The Division also retains a Facilities & Open Space Action Plan that inventories and provides strategic development and maintenance recommendations for all Community Services facilities.
- h) **Policies and Bylaws**
City of Red Deer policies and bylaws contain guidelines in regards to the plan and subdivision approval processes and, where appropriate, specific policies, bylaws and standards that are applicable to a proposed development should be referenced.

An Organizational Chart of Community Services Related Plans



1. NEIGHBOURHOODS

1.1 NEIGHBOURHOOD FORM

Guidelines²

- A. Neighbourhood Area Structure Plan design should begin with the planning of parks, trails and linkages, linear parks, arterial/collector roads, and utility servicing identified within the applicable Major Area Structure Plan.
- B. Neighbourhood development should preserve the unique natural features of the site.
- C. If the neighbourhood planning size is done in increments of greater than a quarter-section, then developers should endeavor to coordinate the development of basic services, such as an activity centre³ and leisure facilities/amenities⁴, in an early phase of development. (See Sec. 3, p.11.)
- D. Neighbourhood design should include a balance of passive and linear park⁵ areas, as well as a central park. Linear parks and trails should be used to connect the central park, commercial site, transit, adjoining neighbourhoods and other points of interest.

Standards⁶

- 1.1.1 Developers/landowners must prepare and present for council approval, a Neighbourhood Area Structure Plan that complies with the Major Area Structure Plan and includes:
 - a) The type, size and location of proposed land use.
 - b) The percentage of land area allocated to each use, including the various residential land uses, commercial use, environmental reserves, roads and lanes, public utility lots, and Municipal Reserves.
 - c) The proposed land use designations and a clear statement of the overall density calculation for the area, which shall be between the range of 12.35 and 17.30 dwelling units per gross developable hectare⁷ (5-7 du/gross developable acre) if the major utility infrastructure so permits. Where the plan area adjoins existing development, a similar style and density of housing should be proposed where the developments adjoin.
 - d) A strategy aimed at preserving and interpreting the significant natural and cultural heritage on the site including:
 - tree stands,
 - ground water recharge areas,
 - wetlands,

² **Guidelines:** Provide general direction and/or options that are strongly recommended.

³ **Activity centre:** A gathering place for residents of the community designed to accommodate social interaction as well as leisure and sport activities.

⁴ **Leisure facilities/amenities:** Recreation, parks, culture facilities, attractions and/or opportunity spaces.

⁵ **Linear park:** A linear parcel of land with a minimum width of 10 metres for active and/or passive recreation and/or for wildlife corridors. Linear parks may or may not contain a trail.

⁶ **Standards:** Specific "non-negotiable" expectations for development.

⁷ **Gross developable hectare:** Gross development area consisting of the total area of land in title, less land for Environmental Reserve; major roads (expressways and arterials); regional and district commercial sites; industrial uses; high schools and sportfields additional to Municipal Reserve land dedicated for these purposes; and, as determined by The City, special land use sites, constructed wetlands and retention (wet) ponds, or portions thereof, that have high aesthetic values.

- natural grasslands,
 - watercourses,
 - lakes,
 - historic and prehistoric structures and sites.
- e) A Phase 1 Environmental Site Assessment, including, but not limited to contaminated soil problems, floodplain, high water table, sour gas sites, high-pressure pipelines, slopes over 15% or unstable slopes. The Neighbourhood Area Structure Plan shall indicate any remedial measures that will be undertaken in response to the identified environmental hazards. If there is any knowledge of environmental hazards in the proximity of the subject site, the plan shall identify these hazards. (See Sec. 4, p.17.)
- f) A transportation plan, identifying all proposed trails, lanes and collector and arterial roads⁸. Collector and arterial roads shall be consistent with the Major Area Structure Plan. (See Sec. 2, p.8.)
- g) The location of facilities/amenities such as type of schools, parks, place(s) of worship and social care/day care/retirement home site(s).
- h) The location of temporary soil stockpiles should also be identified.
- 1.1.2 The Neighbourhood Area Structure Plan shall include a minimum of 10% Municipal Reserve dedication as provided by the Municipal Government Act for neighbourhood parks, trails and school/ sites.
- 1.1.3 Any proposed plan of subdivision shall comply with any applicable statutory plans, concept plans, Council Policy and the Land Use Bylaw. Any application for subdivision requiring amendments to the above documents shall not be approved until the required amendments are in place.
- 1.1.4 No more than 1.0ha (2.5 acres) of storm water detention pond shall be credited towards the 10% of Municipal Reserve requirements at the discretion of the Recreation, Parks & Culture Department. The need for storm water management facilities shall not result in an inconvenient location for school/park sites.
- 1.1.5 The plan shall identify all elevated and/or sloped areas (natural or manmade) that are proposed to accommodate two-storey, single-family, semi-detached or multi-attached homes with walkout basements. The Neighbourhood Area Structure Plan shall not permit the above-noted buildings with walkout basements to be located on elevated and/or sloped areas adjacent to any pre-existing residential development in the subdivision or any adjoining neighbourhood which are established at normal grade levels unless:
- a) consensus is obtained from adjacent landowners, or
 - b) there are no alternative engineering solutions related to shallow utility servicing, and the opinions of all adjacent landowners have been obtained and addressed to the degree possible.
- Locations for two-storey apartment buildings with walkout basements do not require identification.

⁸ **Arterial roads:** These roads carry large volumes of all types of traffic with speeds of generally 60 km/h. These roads have limited access and are found in the periphery of neighbourhoods.

- 1.1.6. Each stage of development should be clearly identified in the plan. A staging plan should also be proposed for the creation of a central neighbourhood park.
- 1.1.7 A conceptual servicing design should be included in the Neighbourhood Area Structure Plan, showing the proposed location of sanitary sewer, water, electric and storm sewer lines, detention/retention pond/constructed wetlands, or just “storm water management facilities”⁹ drainage routes and other municipal improvements.
- 1.1.8 If a commercial site, whether a local convenience facility or a district shopping centre, is to form part of the subdivision application, the type and location must be determined according to a Major Area Structure Plan. The size and the uses proposed must be in accordance with the provisions of the Land Use Bylaw. The commercial site in a residential area requires careful planning in relation to adjacent homes. Screening shall be provided to protect adjacent homes from the commercial traffic and to minimize noise and visual nuisance. The lanes serving adjacent homes shall not be shared with the commercial site. Local convenience commercial sites shall be a maximum of 4,000 square metres in size in a conventional layout; district shopping centres shall be a minimum of one hectare and a maximum of three hectares.
- 1.1.9 Residential lots should be designed to back onto arterials and expressways, with no means of direct road access thereto. The road right-of-way should permit the construction of a berm between the road and the housing to minimize noise. A noise assessment study may be required to be submitted with the Neighbourhood Area Structure Plan.
- 1.1.10 Land required for utility lots, including “storm water management facilities”, is subject to the policies and guidelines established by the respective City departments.
- 1.1.11 Only easements required should be provided by a plan of survey and at no cost to The City. Existing easements, especially those for gas or electricity use, may stay as easements and/or may be marked as Municipal Reserve or utility lot, but under no circumstances will these be included in the 10% Parks and Open Space, Municipal Reserve calculation.
- 1.1.12 A proposed residential use adjacent to an existing industrial use must be planned to separate the two uses completely. A berm shall be provided for between the industrial site and the residential site. Furthermore, it is required that the housing back onto the industrial area, rather than fronting it. The industrial and residential traffic must be separated.
- 1.1.13 Total land required for roads, lanes and public utility lots should not exceed 30% of the total.

⁹ *Storm water management facility: A detention pond, retention pond, or a constructed wetland.*

1.2 HOUSING

Guidelines

- A. Neighbourhood developments should include a mixture of housing types, including single-family, semi-detached and multiple-family; these should be designed to provide affordable and appropriate housing options.
- B. Medium and high-density housing developments, such as townhouses and apartments, and community facilities/amenities such as schools, shopping, and commercial areas, leisure facilities/amenities and senior citizen homes, should be located as close to collector streets¹⁰ as possible to minimize walking distances to transit stops.
- C. Design a neighbourhood to consist of interconnected, detached, residential modules of up to 50-60 units. The concentration of semi-detached, multi-attached (excluding apartments) and narrow-lot, single-detached housing is to be limited to modules of 50-60 units, with individual modules being separated by different housing forms or land uses.
- D. Higher density housing forms should be adjacent to larger park developments.
- E. Developers are encouraged to allocate parcels on which the development of a “secondary suite”¹¹ may be permitted.

Standards

- 1.2.1 A new neighbourhood shall require multi-family housing (three or more dwelling units) to be no less than 20 percent of the total housing units, while single-detached and semi-detached housing is no less than 60 percent of the total housing units, but the ratio of detached housing (incl. narrow lots and manufactured homes) to semi-detached housing must be at least 3:1.
- 1.2.2 Developers shall locate higher density forms of housing in close proximity to the central park or linear park and transit stop, but not always near the edge of a neighbourhood, in order to be adjacent to the community or neighbourhood gathering space; some higher density housing should be located adjacent to, or in near proximity to, a commercial development.
- 1.2.3 Any proposed narrow-lot housing¹² shall be identified in the Neighbourhood Area Structure Plan as a specific use. Not more than 33% of the “net residential area” (area of land designated for residential use within a Neighbourhood Area Structure Plan) shall be developed for narrow-lot housing.

OUTCOME:

Neighbourhood design enables social, economic, physical and environmental well-being. Community health and pride are maximized because of interaction and relationships established between neighbours and neighbourhoods.

¹⁰ **Collector Streets:** These streets are intended to collect traffic from local streets and feed them into arterials.

¹¹ **Secondary suite:** A second dwelling unit in a detached unit, such as a basement suite or a loft above a garage.

¹² **Narrow-lot Housing:** Any lot for a detached dwelling with a frontage of less than 12 metres.

2. CIRCULATION AND CONNECTIONS

2.1 TRAILS & LINKAGES

Guidelines

- A. Bicycle and pedestrian routes should be considered and developed as integral components of the transportation system.
- B. All new neighbourhoods should be linked to the Waskasoo Park system by a linear park or trail system, separate from road infrastructure as much as possible.
- C. Trail crossings of arterial roadways should be minimized for improved trail safety.

Standards

- 2.1.1 The planning of neighbourhood trail systems, as well as the collector and arterial road plan, will be completed within the Major Area Structure Plan and precede any additional detailed development of Neighbourhood Area Structure Plans. Neighbourhood Area Structure Plans will include detailed planning of all parkettes, linear park or trail systems and buffer areas.
- 2.1.2 The purpose and priority of trail linkages in/out of neighbourhoods shall be described within the Major Area Structure Plan, in order to assist developers in preparing acceptable neighbourhood trail designs.
- 2.1.3 Paved trails running through and connecting neighbourhoods shall be developed as part of the City transportation system.
- 2.1.4 Paved trails should be integrated through neighbourhoods and efficiently connect with sidewalks to minimize walking distance and provide accessibility to the transit service.

2.2 ROADS

Guidelines

- A. Residential street, trail and sidewalk design should facilitate easy and safe access for pedestrians and persons using mobility devices to and from transit services.
- B. The subdivision street layout should be designed with regard to topography, natural features and street function. The streets should be designed to avoid excessive speeds or traffic volumes in the neighbourhood.

Standards

- 2.2.1 Residential street design must accommodate travel between connecting neighbourhoods to ensure the circulation of pedestrian and vehicular traffic and the transit system.
- 2.2.2 A subdivision layout must be integrated with the existing street network so that there are at least two points of access in all phases of development. A temporary access may be used in a development stage where a permanent access is designed to occur in a subsequent stage.

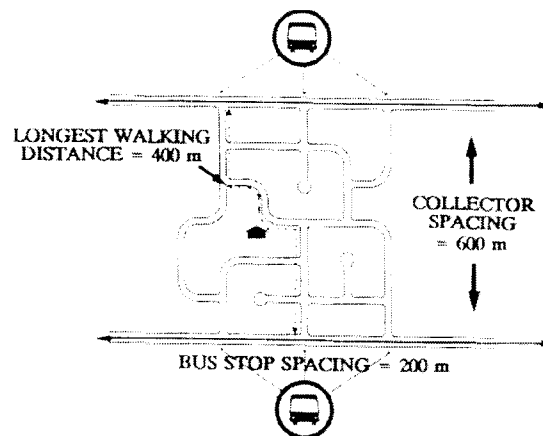
2.3 TRANSIT

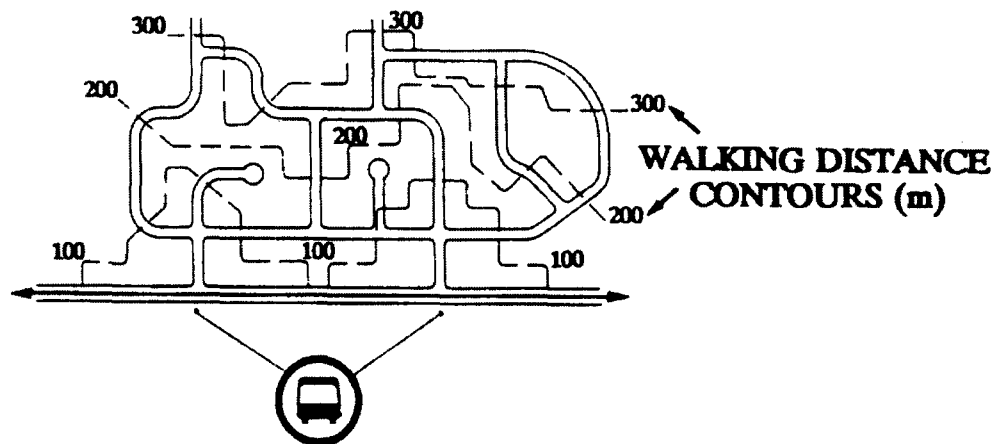
Guidelines

- A. Transit routes should be designed to minimize bus travel within residential areas.
- B. Shelters may be provided at transit stops subject to passenger demand, openness to weather elements, and available funding.
- C. The staging of neighbourhood development should be organized in a sequence, so that development does not leapfrog away from currently developed collector and arterial roads, thereby, enabling efficiencies in transit service.

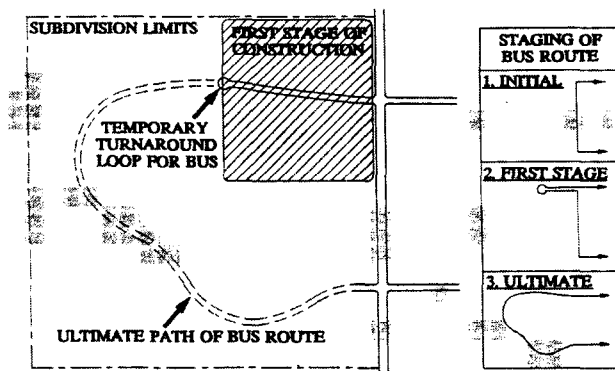
Standards

- 2.3.1 Transit routes shall be designed by the transit department simultaneously with the preparation of the Neighbourhood Area Structure Plan; the developers shall indicate these transit routes on the Neighbourhood Area Structure Plan. Bus stop dimensions and amenities shall be established using national and provincial standards for bus stops.
- 2.3.2 In order to ensure minimal impact on adjacent residences, all potential bus stops will be identified and they will be located adjacent to park sites, open space or commercial sites located at 200 metre intervals. Where a park, open space or commercial sites are not available, houses located on the corner of local and collector roads shall be built facing the local street, leaving side yards for placing transit zones along collector road ways.
- 2.3.3 Shelter locations may be identified by the Transit Department and located on areas such as parks and commercial development, with impacts being limited as much as possible to adjacent residences. (See "B" above.)
- 2.3.4 Neighbourhood development shall optimally be structured for the majority of homes, so that roadways and trails support a maximum of 400 metres walking distance to a transit stop. Where this cannot be accomplished, links to arterial roads and collector roads should be centrally located, so that this standard can be achieved.





- 2.3.6 Local street layouts shall be designed to minimize walking distance to bus stops.
- 2.3.7 Significant passenger generating land uses, such as schools, shall be located adjacent to arterial/collector roads in order to ensure easy pedestrian access.
- 2.3.8 Collector roadway turnarounds shall be provided when future or further development is not expected to occur quickly. This is necessary where the development is beyond 400 metres from current functional arterial or collector roads.



OUTCOME:

Our citizens enjoy accessible, affordable transportation systems and services that include well-designed transit and trail systems that serve leisure and transportation needs, link neighbourhoods and parks, and serve all sectors of the community.

3. PARKS

3.1 LEISURE & SPORT SITES

Guidelines

- A. To every extent possible, leisure facilities/amenities and parks should be developed based on community needs.
- B. Developers are encouraged to designate more than the required 10 percent of Municipal Reserve within a neighbourhood development.
- C. Where appropriate, emphasis should be placed on natural planting and native species to enhance the natural environment and minimize ongoing maintenance costs.
- D. Developers are encouraged to consider the incorporation of public art in park areas.

Standards

- 3.1.1 The developers must dedicate by plan of subdivision, a minimum 10 percent of the land as Municipal or School Reserve, or provide the value of 10 percent of the land (including off-site levies and landscaping costs) to The City in lieu of land. The City shall determine the means of allocating Municipal Reserve.
- 3.1.2 The developer in consultation with Recreation, Parks & Culture Department, Parkland Community Planning Services and the respective school boards, shall prepare a Neighbourhood Park Plan as part of the Neighbourhood Area Structure Plan. This Neighbourhood Park Plan shall contain a phasing plan for the development of leisure facilities and amenities.
- 3.1.3 Developers shall comply with the park site design matrix when preparing their Neighbourhood Park Plan. (See Park Site Design Matrix on p.16.)
- 3.1.4 Neighbourhood parks (with no school development) shall be ± 2.5 (single neighbourhood) to 5.0 hectares (two neighbourhood) or (± 6.0 to 12.5 acres). Neighbourhood park sites¹³ may include an activity centre¹⁴ (*based on one centre for two quarter-sections*), detention/retention ponds and/or constructed wetlands, and natural preservation area(s). (See Park Site Design Matrix on p.16, and Park Example in Appendix C.)
- 3.1.5 Parkettes¹⁵, linear parks and trail linkages shall be distributed within neighbourhoods whenever possible and balanced with a neighbourhood park site. Natural areas should be preserved in accordance with the ecological profile and used to define and connect housing developments within a neighbourhood, as well as different neighbourhoods, and to facilitate travel between neighbourhoods. (See Park Site Design Matrix on p.16 and Park Example in Appendix C.)

¹³**Neighbourhood park site:** A 2.5 to 5.0 hectare (6 to 12.5 acres) site containing active and/or passive recreation amenities.

¹⁴**Activity Centre:** Formerly called "community shelter" – an activity centre is intended for multiple uses, such as skate shelter, programming, meeting space, and so on.

¹⁵**Parkette:** A 0.2 to 0.8 hectare or (0.5 to 2.0 acres) site that may contain a Tot Lot, active and/or passive recreational components and trail systems.

- 3.1.6 Linear Parks may consist of Municipal Reserve (MR), Public Utility Lot (PUL), or Utility Rights of Way (UROW). *Example:* A linear parcel of land with a minimum width of ten metres for MR and UROW, and six metres for PUL. (See Park Example: Active and passive recreational component, and trail systems.)
- 3.1.7 Parking to accommodate the needs of park and sportsfield users will be considered during the preparation of the Neighbourhood Park Plan.
- 3.1.8 The development of neighbourhood leisure facilities/amenities and parks based on the Park Site Design Matrix and Park Examples will be funded through the Recreation Levy ¹⁶ (included in the development offsite levy¹⁷) assessed at the time of development.
- 3.1.9 The cost of parks and related leisure facilities/amenities shall be reviewed annually by the Recreation, Parks & Culture Department, to ensure that sufficient funds are set aside through the Recreation Levy to complete neighbourhood park and facility development.
- 3.1.10 Developers must obtain Recreation, Parks & Culture Department approval for the development plan and funding mechanism for ongoing maintenance before developing any enhanced park features or facilities apart from those presented in the Park Site Design Matrix.

¹⁶**Recreation levy:** Charges contained within the Offsite Levy specifically for the development of neighbourhood leisure facilities/amenities and parks.

¹⁷**Offsite levy:** Charges for the infrastructure development and servicing of a subdivision development.

3.2 SCHOOL SITES

Guidelines

- A. The placement of a school within a neighbourhood development is a critical component of neighbourhood planning. The designation of Municipal Reserve to a school site and the related playground, sports fields and other related amenities determines the amount of Municipal Reserve available for parkettes, linear parks and trails within the neighbourhood. It is important that school boards decide if a school is required within a quarter-section development as early as possible in the planning process.

Standards

- 3.2.1 The need for a school site shall be determined during the preparation of a Major Area Structure Plan.
- 3.2.2 The specific location and type of school sites within a neighbourhood shall be planned in conjunction with the school boards during the preparation of a Neighbourhood Area Structure Plan.
- a) The design of the neighbourhood school and park site shall be reviewed by the Joint Use Planning Committee¹⁸.
 - b) Site planning and school development will be coordinated with The City Engineering Department to ensure the appropriate placement of:
 - i. trunk utility services,
 - ii. curb cuts,
 - iii. lay-bys,
 - iv. street and sidewalk design.
- 3.2.3 School building sites of 1.4 ha (3.5 acres) shall be allocated for K-9¹⁹ schools.
- 3.2.4 Neighbourhood School/Park Site - (containing a K-9) will be developed within a single neighbourhood OR centrally located between two neighbourhoods. Neighbourhood/school park sites:
- a) are made up of Municipal Reserve (MR) land and will typically include recreation grounds, school grounds, playgrounds, and multi-neighbourhood pathway systems;
 - b) are between ±3.6 (single neighbourhood) and 8.1 hectares (two neighbourhood) (or ±9.0 to 20.0 acres);
 - c) may contain a public or Catholic K-9 school site, 1.4ha (3.5 acres) in size;
 - d) are located on collector roadways;
 - e) may include an activity centre and natural preservation area(s).
- (See Park Design Matrix on p.16, and Park Examples in Appendix C.)
- 3.2.5 A Multi-Neighbourhood Park Sites²⁰ (containing high school(s)) shall be developed to serve several adjacent subdivisions (one section of land). Multi-neighbourhood park sites:

¹⁸ **Joint Use Planning Committee:** A joint committee comprised of representation from The City, both school boards and Parkland Community Planning Services.

¹⁹ **K-9:** Kindergarten to Grade 9 – means that a school could contain any grades between kindergarten and Grade 9.

²⁰ **Multi-Neighbourhood Park Site** – a 20-hectare (50 acres) or larger site containing high school(s), as well as major sport facilities serving several quarter-section neighbourhoods.

- a) have the potential to serve as a major sports event venue and may include four ball diamonds (Class B) and four soccer/football fields (Class A);
- b) consist of Municipal Reserve land (MR) and/or School Reserve(s), e.g., recreation grounds, school grounds, playgrounds, optional amenities, special event areas (e.g. stage), natural preservation areas, and major multi-neighbourhood pathway systems, as identified in the Major Area Structure Plan;
- c) are approximately of 20 hectares (or 50 acres) in size;
- d) may contain two high school sites (4.7ha-5.9ha each in size);
- e) shall be located adjacent to collector and/or arterial roadways;
- f) will include a large portion of the minimum 10% reserve dedication.

(See Park Site Design Matrix, p.16, and Park Examples in Appendix C.)

- 3.2.6 The City of Red Deer will work with the school boards to plan and construct community activity centres when these are planned to be attached to the school.
- 3.2.7 Each school board shall place a sign on its potential school sites, at the road intersection, indicating the type of school that may be built on the site.
- 3.2.8 Where there is a school site identified, the Recreation, Parks & Culture Department will place signage in the neighbourhood park site, indicating where the school will be located within the neighbourhood park site.

3.3 LEISURE FACILITIES/AMENITIES

(See definition on page 4.)

Guidelines

- A. The City should ensure that leisure facilities/amenities are available and accessible to every neighbourhood.
- B. When possible, The City will work with the school boards to develop an activity centre attached to a school.
- C. When possible, the design and construction of an activity centre shall be done in consultation with the community association. The design may include provision to expand the facility.
- D. The inclusion of public art should be considered as a component in leisure facilities/amenities.

Standards

- 3.3.1 The City will provide funding from the Recreation Levy to develop activity centre and leisure facilities/amenities for every two quarter-sections of development.
- 3.3.2 The City will work with the community association to develop a larger or enhanced activity centre if the community wishes to provide capital funding in addition to that provided by The City for a standard centre. Plans for an enhanced activity centre must be submitted to The City of Red Deer for approval.
- 3.3.3 When an activity centre and leisure facilities/amenities are developed to serve two quarter-sections of neighbourhood development, they will be located to serve residences in both quarter-sections.

OUTCOME:

Our citizens enjoy neighbourhoods that offer leisure and recreation²¹ opportunities and places for children to play and for residents to interact, within well-planned parks, school sites and leisure facilities/amenities.

²¹ **Leisure and recreation:** *Passive and active activities that individuals choose to take part in. Activities may include recreation, culture, family and individual development that contribute to quality of life.*

Park Site Design Matrix

Park Classifications

- A.* - Multi-Neighbourhood Park Site - containing high school(s) (two quarter-sections)
 B(1). - Neighbourhood/School Park Site - containing middle school (one quarter-section)
 B(2). - Neighbourhood/School Park Site - containing elementary school (one quarter-section)
 C. - Neighbourhood Park Site – no school (one quarter-section)
 D. - Parkette
 E. - Linear Park

Standard Amenities	Park Site Classifications					
	Multi-Neighbourhood Park Site 2 or more ¼ sections	Neighbourhood Site with Middle School	Neighbourhood Park Site – with Elementary School	Neighbourhood Park Site – No School	Parkette	Linear Park
	*A	B(1)	B(2)	C	D	E
Major facility (e.g., pool, arena, soccer centre)	**					
1 Class A soccer field	✓	✓	✓	✓		
2 Class B ball diamonds	✓					
1 Class B ball diamond or modified soccer field		**	**	**		
1 Class C Soccer Field	**	**	**	**		
1 Senior playground	✓	✓	✓	**	**	
1 Junior playground	**	✓	**	**	✓	
1 Multi-use pad	✓	✓	✓	**	**	
1 Fully boarded rink with lights	✓	✓	✓	✓		
1 Snow bank rink	✓	✓	✓	✓		
1 Activity centre	**	**	**	**		
1 Sliding Hill	**			**		
On-site parking	✓	✓	✓	✓		
Trail linkages	✓	✓	✓	✓	✓	**
Park furniture	✓	✓	✓	✓	✓	**
Level 1 landscaping	✓	✓	✓	✓	✓	✓
Level 2 landscaping	✓	✓	✓	✓	✓	**
Interpretive Signage	**	**	**	**	**	**
Parking	**	**	**	**		
Picnic Facility	**	**	**	**	**	

Requests for Optional Amenities will be reviewed on a case-by-case basis and evaluated on their own merits. (Amenity requirements for a non-typical quarter-section development are to be mutually agreed upon by the Recreation, Parks & Culture Department and the developer.)

LEGEND:

- ✓ REQUIRED
 * City responsible for the design and development
 ** At the discretion of the Recreation, Parks & Culture Department

4. NATURAL ENVIRONMENT & HERITAGE

Guidelines

- A. The developer should attempt to preserve the natural areas and wildlife corridors as identified in the ecological profile.
- B. Where city growth is anticipated, education and/or incentives and/or controls will be considered for landowners, to prevent removal or diminishment of natural amenity areas and heritage sites prior to City acquisition.

Standards

- 4.1 Environmental reserves must be provided when portions of the site consist of a permanent wetland, watercourse and/or gully, or contains other natural features as outlined in the Municipal Government Act.
- 4.2 The City shall work with Red Deer County to prevent the loss of potential regional trail linkages, to encourage new linkages and parks, and to protect sensitive areas identified in the ecological profile.
- 4.3 Unique historic/heritage (including those identified in the Land Use Bylaw), archeological and palaeontological areas on a site will be identified by the developer, preserved and interpreted as appropriate.
- 4.4 The ecological profiles will be prepared by The City in advance of development, so that the profile will be available to the developer at the commencement of the planning process.
- 4.5 The ecological profiles will be used as a tool for the preservation of appropriate natural areas contained within Red Deer and district. No development will proceed without the ecological profile recommendations being integrated into the Neighbourhood Area Structure Plan.
- 4.6 The City will acquire escarpment and natural amenity areas through reserve dedication and land purchase.
- 4.7 The Neighbourhood Area Structure Plan shall identify and indicate efforts to preserve and interpret the natural and cultural heritage²² on the plan area.
- 4.8 The developer will ensure that natural areas falling within the boundaries of the developable area are safe for public use (i.e., free of debris, dead vegetation removed), as approved by the Recreation, Parks & Culture Department.

OUTCOME:

Our citizens benefit from the preservation of historic resources and the maintenance of the natural environment.

²² **Natural and cultural heritage:** Includes tree stands, groundwater recharge areas, wetlands, natural grasslands, watercourses, lakes, historical structures and historic and prehistoric sites.

5. SOCIAL HEALTH

Guideline

- A. A neighbourhood should be planned to include facilities and amenities such as schools, parks, leisure and recreation facilities, churches, social care residences, retirement homes and day care facilities.
- B. Social care residences²³, retirement homes and/or day care facilities should be located on a bus route, close to a bus stop.
- C. Social care residences, retirement homes and/or day care facilities should be located with due consideration for individual accessibility, safety, traffic routes, and parking needs.

Standards

- 5.1 Each Neighbourhood Area Structure Plan must show the allocation of one site of approximately 0.12 ha (0.3 acres) for the possible development of a social care residence, day care facilities or retirement home.
 - a) The availability of this site will be advertised through local print media and City web site (public notices) and shall be held for a minimum of six months.
 - b) Developers must contact the Social Planning Department at least four weeks prior to the six-month advertising period to coordinate the advertising requirements. A deposit will be required as per the attached fee schedule, and advertising will consist of three display ads under The City of Red Deer banner and inclusion in the public notices section of The City of Red Deer web site.
 - c) If this site is not purchased for any of these uses, it may be utilized for conventional residential development, as shown in the Neighbourhood Area Structure Plan.
 - d) Social Care Residences shall not be located within 400m of an elementary school site.
- 5.2 Each neighbourhood development must include one site suitable for development of a place of worship, approximately 0.405 hectares (1 acre) in size.
 - a) The availability of this site will be advertised through local print media and City web site (public notices) and shall be held for a minimum of six months.
 - b) Developers must contact the Social Planning Department at least four weeks prior to the six-month advertising period to coordinate the advertising requirements. A deposit will be required as per the attached fee schedule, and advertising will consist of three display ads under The City of Red Deer banner and inclusion in the public notices section of The City of Red Deer web site.
 - c) If this site is not purchased for any of these uses, it may be utilized for conventional residential development, as shown in the Neighbourhood Area Structure Plan.

²³ **Social care residence:** A dwelling unit where the occupants are living on a temporary or short-term basis and are provided with specialized care in the form of supervisory, nursing, medical, counseling or homemaking services.

- 5.3 A Social Impact Assessment shall be carried out by the Social Planning Department as part of the Neighbourhood Area Structure Plan referral process. (See (d) and (e) on p.24.) This process will assess land use planning in an integrated manner. While not being bound or limited to the following, the social assessment could address:
- a) **Safety**
How are the needs for personal safety and perception of safety addressed?
 - b) **Social Inclusion:**
How does this development contribute to opportunities for citizens to get to know their neighbours?
 - c) **Sense of Community**
How are citizens' opportunities enhanced to volunteer and contribute to community life through formal and informal activities?
 - d) **Transportation**
In what ways are citizens able to use a broad range of safe and convenient transportation modes to access employment, social supports, commercial services and other destinations?
 - e) **Learning Development**
What opportunities will there be in the neighbourhood to participate in formal and informal learning, leisure, social and spiritual experiences?
 - f) **Diversity**
How does this development encourage opportunities for culturally and economically diverse lifestyles and family life phases?
 - g) **Housing**
How does this neighbourhood development incorporate housing variety, including adequate affordable accommodation?

OUTCOME:

Our citizens enjoy neighbourhoods that are inclusive, accessible, and have affordable amenities catering to a broad range of needs and interests.

6. SAFETY

Guidelines

- A. Safety considerations should be incorporated into the design for all components of development. Examples are lighting, appropriate plantings, and location of storm water management facilities.
- B. The design should permit ease of access for emergency vehicles.
- C. Developers should demonstrate that they have included design features provided in the Crime Prevention Through Environmental Design (CPTED) guidelines where appropriate.

Standards

- 6.1 The Neighbourhood Area Structure Plan shall address the availability of emergency services. The plan shall identify which portions of the Neighbourhood Area Structure Plan are within the Emergency Services Department's minimum response time. This information is available from The City's Emergency Services Department.
- 6.2 The incorporation of the CPTED guidelines into the Neighbourhood Area Structure Plan will be reviewed by the City RCMP Detachment for compliance as part of the referral process. (See (d) and (e) on p.24.)

OUTCOME:

Our citizens enjoy living in neighbourhoods that are designed to be safe.

**TRANSITION CLAUSE
FOR
GUIDELINES AND STANDARDS**

Existing Neighbourhood Area Structure Plans (in existence at the time of adoption of these guidelines and standards) may be completed in full without being amended to meet these guidelines. The standards in existence at the time of adoption of these plans shall continue to apply.

If, however, a developer would like to convert an existing Neighbourhood Area Structure Plan to these new guidelines and standards, the developer is required to submit an amended Neighbourhood Area Structure Plan, which complies with these new guidelines and standards.

All plans adopted after the adoption of these guidelines and standards shall be in compliance with these guidelines and standards.

APPENDIX “A”

Process for Preparing Plans

INTRODUCTION

The day-to-day management of the planning and subdivision approval process is the responsibility of Parkland Community Planning Services, a contracted planning service for The City of Red Deer.

It is strongly recommended that in the preliminary stages of developing a Neighbourhood Area Structure Plan, the applicant or appointed agent consult with Parkland Community Planning Services, Community Services, the City Engineering Department, Recreation, Parks & Culture Department, Social Planning, Transit and other affected agencies, such as schools and utility companies, before submitting a Neighbourhood Area Structure Plan.

An initial joint meeting with all of the affected departments and agencies shall be convened by Parkland Community Planning Services, if requested by the developer.

Review And Amendment Procedures

THE CITY OF RED DEER STRATEGIC PLAN

The City's Strategic Plan is reviewed every three years by City Council.

INTERMUNICIPAL DEVELOPMENT PLAN

The Intermunicipal Development Plan (IDP) is prepared jointly between The City and Red Deer County, to guide land use and development and to foster joint initiatives. The IDP is reviewed by the public through open house(s)/public meeting(s). After receiving public input, the document is forwarded to both Councils for first reading of a bylaw to adopt the plan. A joint public hearing hosted by both Councils is held prior to adopting the plan by bylaw.

Amendments

Amendments to the Intermunicipal Development Plan must follow a similar procedure to the original procedure, although the public participation process may be less extensive, depending on the nature of the amendment. The respective developer shall pay the fee applicable for any developer-initiated amendments to the Intermunicipal Development Plan. Plan amendments may take up to one year to process. The minimum time to process a minor amendment is sixteen weeks.

MUNICIPAL DEVELOPMENT PLAN

The Municipal Development Plan is prepared by Parkland Community Planning Services with the direct participation of the City of Red Deer Development Services and Community Services Divisions. The planning process features extensive public participation before being forwarded to City Council for consideration. City Council advertises the proposed plan, holds a public hearing, and makes any desired changes before adopting the plan by Bylaw.

Amendments

Amendments to the Municipal Development Plan must follow a similar procedure to the original adoption, although the public participation process may be less extensive, depending

on the nature of the amendment. The respective developer shall pay the fee indicated at the end of this document for any developer-initiated amendments to the Municipal Development Plan. Plan amendments may take up to six months to process. The minimum time to process a minor amendment is ten weeks.

MAJOR AREA STRUCTURE PLANS

Parkland Community Planning Services (PCPS) will initiate all Major Area Structure Plans for The City of Red Deer. A Major Area Structure Plan is prepared based upon consultation with The City of Red Deer Development Services and Community Services Divisions, as well as the respective school boards. The resulting draft document is presented to landowners and the public at large at a public meeting/open house. Any necessary revisions are made prior to forwarding the Major Area Structure Plan to City Council for consideration. City Council advertises the proposed plan, holds a public hearing and makes any desired changes prior to adopting the plan by Bylaw.

Amendments

Any changes to a Major Area Structure Plan are required to follow the same procedure as in the initial adoption of the plan. The respective developer shall pay the fee applicable for any developer-initiated amendments. Plan amendments may take up to six months to process. The minimum time to process a minor amendment is ten weeks.

AREA REDEVELOPMENT PLANS

The consultation, public input and amendment process will be similar to those outlined for a Major Area Structure Plan; however, the plan development and amendment may be guided by a neighbourhood based steering committee. The developer requiring a change to this plan will be required to pay the amendment fee. Area Redevelopment Plan amendments may take up to a year to process. The minimum time to process a minor amendment is ten weeks.

CITY COUNCIL POLICIES

City Council adopts policies from time to time, which may affect development standards or the development process. All development should conform to City Council policy, unless an exemption has been granted by City Council. Amendments to City Council policy may take up to ten weeks.

NEIGHBOURHOOD AREA STRUCTURE PLAN

The developer is responsible for preparing a detailed Neighbourhood Area Structure Plan. This type of plan is a pre-condition for subdivision of larger land areas. The Neighbourhood Area Structure Plan must implement the development concepts of any other applicable statutory plans, development guidelines, Council policy, the Municipal Development Plan, the Land Use Bylaw and the Community Services Neighbourhood Planning and Design Guidelines and Standards. The review process usually takes four to six months and includes the following steps.

Review Procedure

- a) Initial meeting with the developer; discussion of objectives; review of ecological profile. Discussion with the Recreation, Parks & Culture Department to determine development standards and requirements for the central neighbourhood school and park site.
- b) The developer submits the Neighbourhood Area Structure Plan and processing fee (see page 29) to Parkland Community Planning Services.

- c) Parkland Community Planning Services prepares a background report, which reviews the proposal in terms of conformity with statutory or other planning documents, and highlights other planning considerations.
- d) The Neighbourhood Area Structure Plan and the background report are circulated by Parkland Community Planning Services to City departments and agencies such as the gas, power, telephone and cable companies, Alberta Transportation (if adjacent to a highway) and other City-contracted agencies, as appropriate. Plans within the area governed by the Intermunicipal Development Plan will be referred to the County.
- e) A summary of feedback including proposed transit routing, CPTED compliance (see page 20) and the social impact assessment is prepared by Parkland Community Planning Services and is circulated to members of The City Subdivision Committee.
- f) The City's Subdivision Committee meets to review the circulation comments and makes recommendations in regard to the Neighbourhood Area Structure Plan.
- g) Following receipt of The City's comments, at the developer's request, Parkland Community Planning Services, City departments and agencies will meet with the developer in order to clarify concerns. All of The City's concerns shall be addressed and resolved before proceeding to the next step.
- h) Parkland Community Planning Services and appropriate City departments, in conjunction with the developer, will hold a neighbourhood information meeting in regard to the proposed Neighbourhood Area Structure Plan. The purpose of the meeting is to ensure that the residents in the area are aware of future proposed development and have an opportunity to comment on the plan. The Neighbourhood Park Plan will be presented at the same meeting. Adjacent residents and any adjacent community associations will be contacted and will be invited to become involved in the public consultation process.
- i) Neighbourhood residents will be notified through door-to-door mail delivery, and may also be advised through the use of an advertisement in a newspaper. All related costs are to be covered by the developer through the plan processing fees.
- j) Following the neighbourhood meeting with area residents and community associations, Parkland Community Planning Services will prepare a summary of the concerns received from the neighbourhood. The developer shall either resolve these concerns prior to proceeding to the next step, or provide rationale that is acceptable to Parkland Community Planning Services for not resolving the concern. Where major changes are required, a second neighbourhood meeting will be required.
- k) Following the neighbourhood meeting, the draft Neighbourhood Park Plan is forwarded to the Recreation, Parks & Culture Board for comment and recommendation to Council.
- l) If significant natural or environmental features are an issue in the plan area, the Neighbourhood Area Structure Plan may be forwarded to the Environmental Advisory Board and/or Gaetz Lake Sanctuary Board for comment and a recommendation to Council.

- m) The Neighbourhood Area Structure Plan is forwarded to the Municipal Planning Commission for comment and a recommendation to City Council.
- n) Parkland Community Planning Services forwards the Neighbourhood Area Structure Plan with recommendations to Council for consideration. All of the comments received from the boards and commission shall also be forwarded to Council.
- o) City Council will consider the Neighbourhood Area Structure Plan and may give first reading of a bylaw to adopt the plan. The plan will then be advertised and a public hearing held. Council will then consider second and third readings to adopt the plan by bylaw, with or without amendments. If refused, the developer shall prepare a new plan and restart the Review Procedure.
- p) Council may give first reading to a Land Use Bylaw amendment for lands within the proposed Neighbourhood Area Structure Plan on the same day as first reading of a bylaw to adopt the Neighbourhood Area Structure Plan.
- q) Where significant issues have been identified, Parkland Community Planning Services will ensure that the residents in the area are advised of the outcome of the Neighbourhood Area Structure Plan through a second newsletter delivered door-to-door in the affected neighbourhood. This newsletter will indicate how neighbourhood comments were incorporated in the final decision, and if not, why not.
- r) Thirty-five copies of the final plan shall be submitted to Parkland Community Planning Services.
- s) One unbound copy of the final plan and one digital copy, including mapping.

Amendment Procedure

An amendment to an adopted Neighbourhood Area Structure Plan is required for any changes in the plans, such as:

- a) a change in proposed land uses (such as, from single-family to narrow-lot housing, or multiple-family housing, or vice-versa;
 - the elimination or addition of any public road or lane, or reclassification of a road, unless exempted as described under paragraph (e);
 - to reflect a change in other documents affecting planning and land use in the area (such as an amendment to a Major Area Structure Plan);
- b) the developer submits a proposed amendment and applicable fees to Parkland Community Planning Services;
- c) circulation of the proposed change to City departments and appropriate agencies by Parkland Community Planning Services. Any concerns identified through this process must be resolved.
- d) Following the resolution of issues from the circulation process, the amendment can go to a neighbourhood information meeting. The neighbourhood information meeting must occur prior to considering redesignation of the site. Any concerns identified through this neighbourhood information meeting shall be resolved before proceeding to the next step.

- e) A neighbourhood meeting is not required where the amendment consists of:
- self-contained local roads or lanes (e.g. in a multi-family site);
 - minor road, lane or public utility lot deletions and/or additions;
 - addition or deletion of lots with walkout basements;
 - designation of R1-Single Family lots from higher density residential designation, and/or amendments necessary to make the plan conform to a Major Area Structure Plan;

providing, in the opinion of the planning staff, these changes do not impact existing development and/or a lot that has been sold or optioned. As an alternative to a neighbourhood meeting, a door-to-door notice will be circulated.

- f) Parkland Community Planning Services will prepare a report for the Municipal Planning Commission, which provides a summary of circulation comments, the results of the neighbourhood information meeting (if any), neighbourhood comments, and recommendations in regard to the proposed amendment. The Municipal Planning Commission will make recommendation to City Council.
- g) City Council considers the Parkland Community Planning Services report and the recommendation of the Municipal Planning Commission and may approve the amendment by bylaw.

NEIGHBOURHOOD PARK PLAN

The draft Neighbourhood Park Plan will be forwarded to the Joint Use Planning Committee for approval, with or without amendments. The remainder of the approval process is as outlined for a Neighbourhood Area Structure Plan.

LAND SALE AGREEMENTS

The Neighbourhood Area Structure Plan and Neighbourhood Park Plans shall be attached to all land sale agreements in order to ensure that the initial purchasers are aware of the total development proposal, including noted school sites. The plans should indicate that changes might occur from time to time, following consultation with neighbourhood residents.

NEIGHBOURHOOD SIGNS

Developers are required to place a sign showing the Neighbourhood Area Structure Plan design/land use map at the entrance way of their development to ensure that the initial and subsequent purchasers are aware of the total development proposal. This will be a requirement of the development agreement.

LAND USE REDESIGNATION

Land use redesignation will occur prior to subdivision approval. The redesignation must conform to the applicable Major Area Structure Plans. Where there is potential for a school to be built, the entire neighbourhood park site will be designated Public Service District (PS), rather than Parks and Recreation District (P1). The designation “PS” will provide an indication to home purchasers that there is potential for a school to be built on the site.

APPENDIX “B”

Planning and Subdivision Approval Process

SUBDIVISION APPLICATION

Parkland Community Planning Services is responsible for processing subdivisions in the city of Red Deer. The applicant will be expected to submit a plan of subdivision that complies with any applicable Statutory Plan, the Land Use Bylaw or City policies, which have been adopted by City Council. Where a Neighbourhood Area Structure Plan has not been completed, Parkland Community Planning Services may refuse to accept an application for subdivision. All subdivision plans must be by plan of survey prepared by an Alberta Land Surveyor.

SUBMISSION OF TENTATIVE PLAN OF SUBDIVISION

The landowner or an agent (with letter of authorization) acting on behalf of the landowner is required to submit the following documents to Parkland Community Planning Services when making a formal application for subdivision.

- Fifteen copies of the plan of subdivision to a scale of not less than 1:2000:
 - a) showing the location, dimensions and boundaries of the land to be subdivided;
 - b) clearly outlining the land that the applicant wishes to register at a Land Titles Office;
 - c) showing the location, dimensions, and boundaries of:
 - i. each new lot to be created,
 - ii. municipal school and environmental reserve land, if any,
 - iii. the right-of-way of each neighbourhood road, and other rights of way;
 - d) showing the location and dimensions of existing buildings on the land that is the subject of the application, and specifying those buildings that are proposed to be demolished or moved, if any;
 - e) showing the location of any existing or proposed railway lines or spur tracks;
 - f) describing the use or uses proposed for the land that is/are the subject of the application;
 - g) showing existing tree lines and topography;
 - h) area calculation for each lot; and the active subdivision area
 - i) such other information as may be required by Parkland Community Planning Services.
- The correct application fee
- A copy of the current Certificate of Title
- A completed subdivision application form

The subdivision approving authority, The City's Municipal Planning Commission, is required to make a decision on an application for subdivision within 60 days from the date of receipt, or it is deemed refused, unless an extension of time is provided by the applicant.

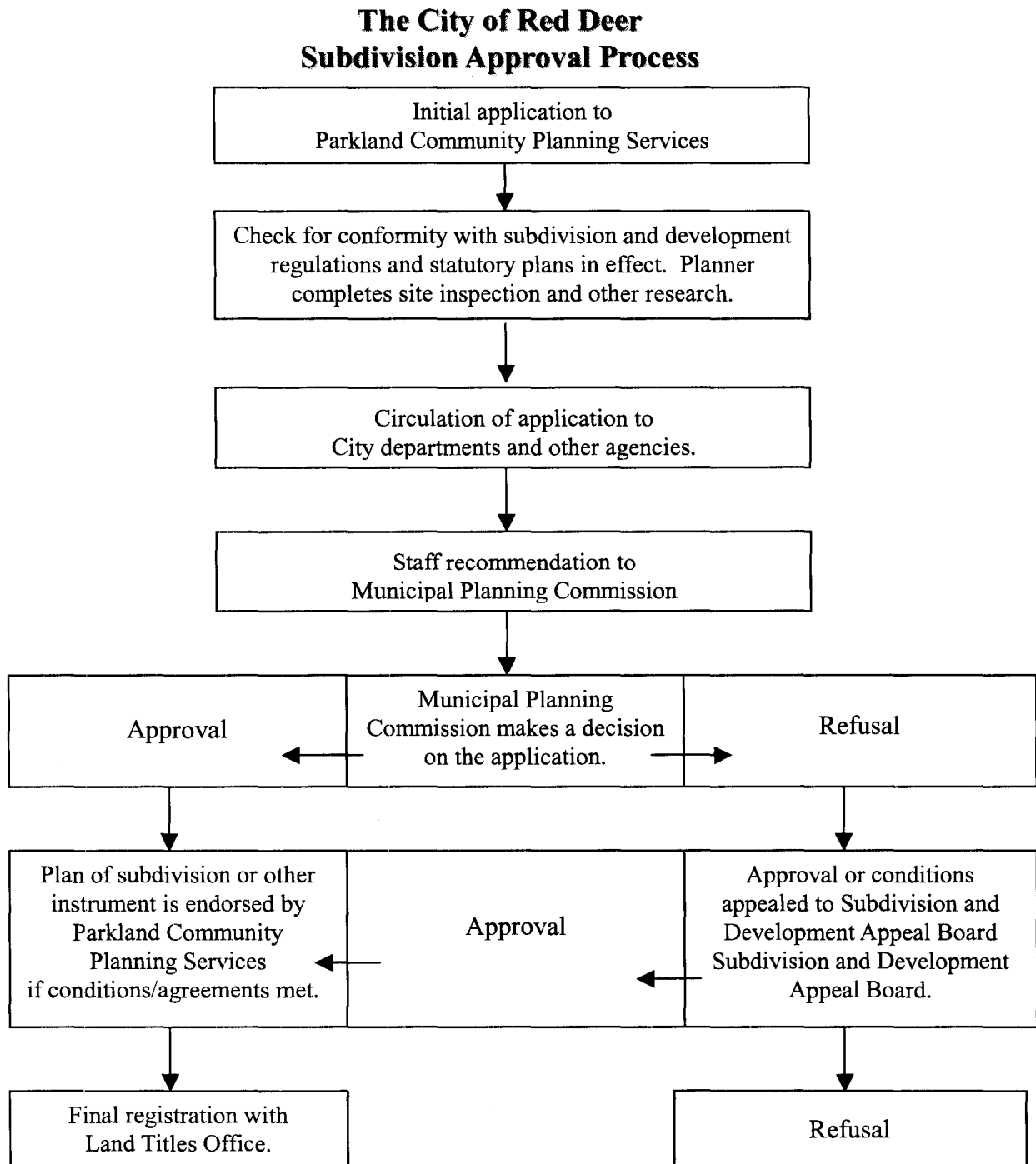
PROCESSING SUBDIVISION APPLICATIONS

Upon submission of a completed application, Parkland Community Planning Services forwards copies of the application to City departments and other agencies, requesting their comments on the proposed subdivision. If the land is not designated for the proposed uses, then the applicant must apply to City Council for a redesignation before final approval of the subdivision can be given.

The City Municipal Planning Commission will decide on the application. The decision of The City Municipal Planning Commission may be appealed to The City of Red Deer Subdivision and Development Appeal Board within 14 days of the receipt of the written decision by the applicant, City Council or school authority.

SUBDIVISION APPROVAL PROCESS

The following flow diagram is an overview of the subdivision process for The City of Red Deer, which is administered by Parkland Community Planning Services.



FEES

All fees are to be paid in advance with the exception of subdivision endorsement; the fees are as follows:

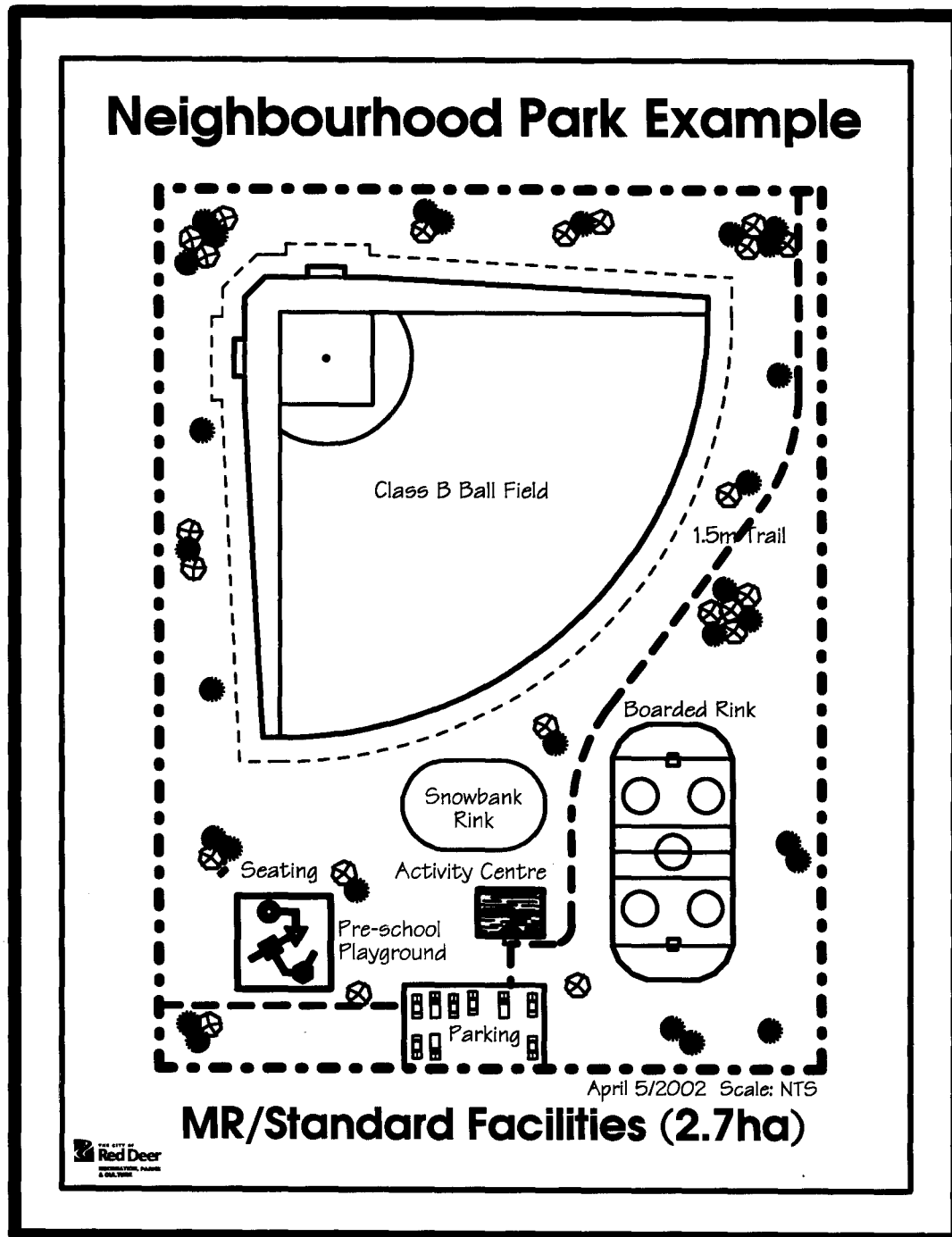
- **Subdivision applications:**
1-2 lots - \$775.00; 3-5 lots - \$1025.00; 6 or more lots - \$1025.00 for the first five lots plus \$155.00 for each additional lot.
- **Endorsement of a subdivision:**
\$80.00 per lot.
- **Neighbourhood Area Structure Plans or Amendments:**
\$1,500.00 for processing, advertising and attendance at a neighbourhood information meeting, plus the cost of advertising the adopting bylaw. If no neighbourhood meeting is required for a Neighbourhood Area Structure Plan Amendment, the fee shall be \$250.00.
- **Major Area Structure Plan or Amendments:**
\$1,500.00 for processing, plus the cost of advertising the bylaw.
- **Area Redevelopment Plans or Amendments:**
\$1,500.00 for processing, plus the cost of advertising the bylaw.
- **Municipal Development Plan or Amendments:**
\$3,000.00 for processing, plus the cost of advertising the bylaw.
- **Intermunicipal Development Plan:**
\$3,000.00 for processing, plus the cost of advertising the bylaws.
- **Community Services Neighbourhood Development Guidelines and Standards Revision:**
\$1,500.00 for processing, plus the cost of advertising the bylaw.
- **Advertising for Social Care/Day Care/Retirement Sites:**
A \$450 deposit will be required prior to the commencement of the six-month advertising period. Upon completion of the required advertising, the developer will be provided with an account reconciliation and invoiced or refunded for the difference.
- **Advertising for Place of Worship Site:**
A \$450 deposit will be required prior to the commencement of the six-month advertising period. Upon completion of the required advertising, the developer will be provided with an account reconciliation and invoiced or refunded for the difference.

Questions regarding these guidelines should be directed to Parkland Community Planning Services at 403-343-3394.

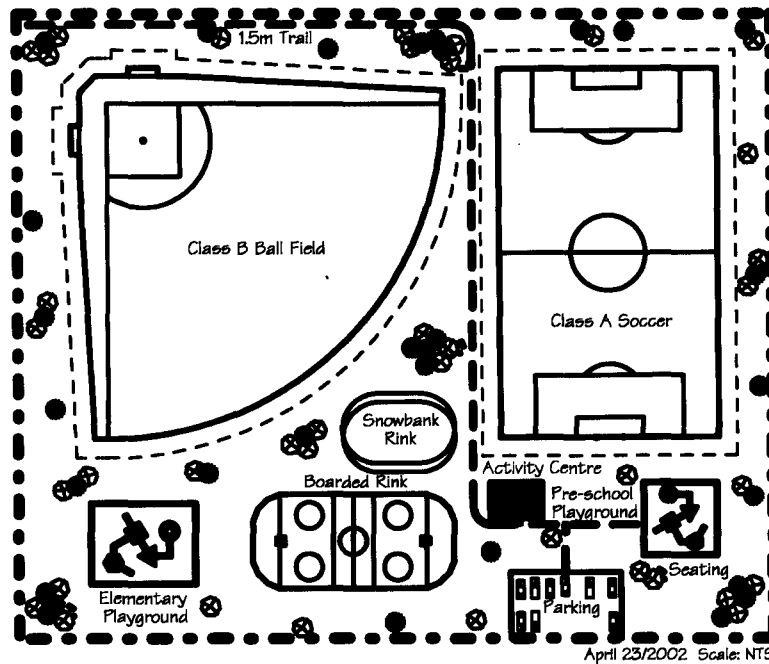
* * * * *

APPENDIX "C"

Neighbourhood Park Example



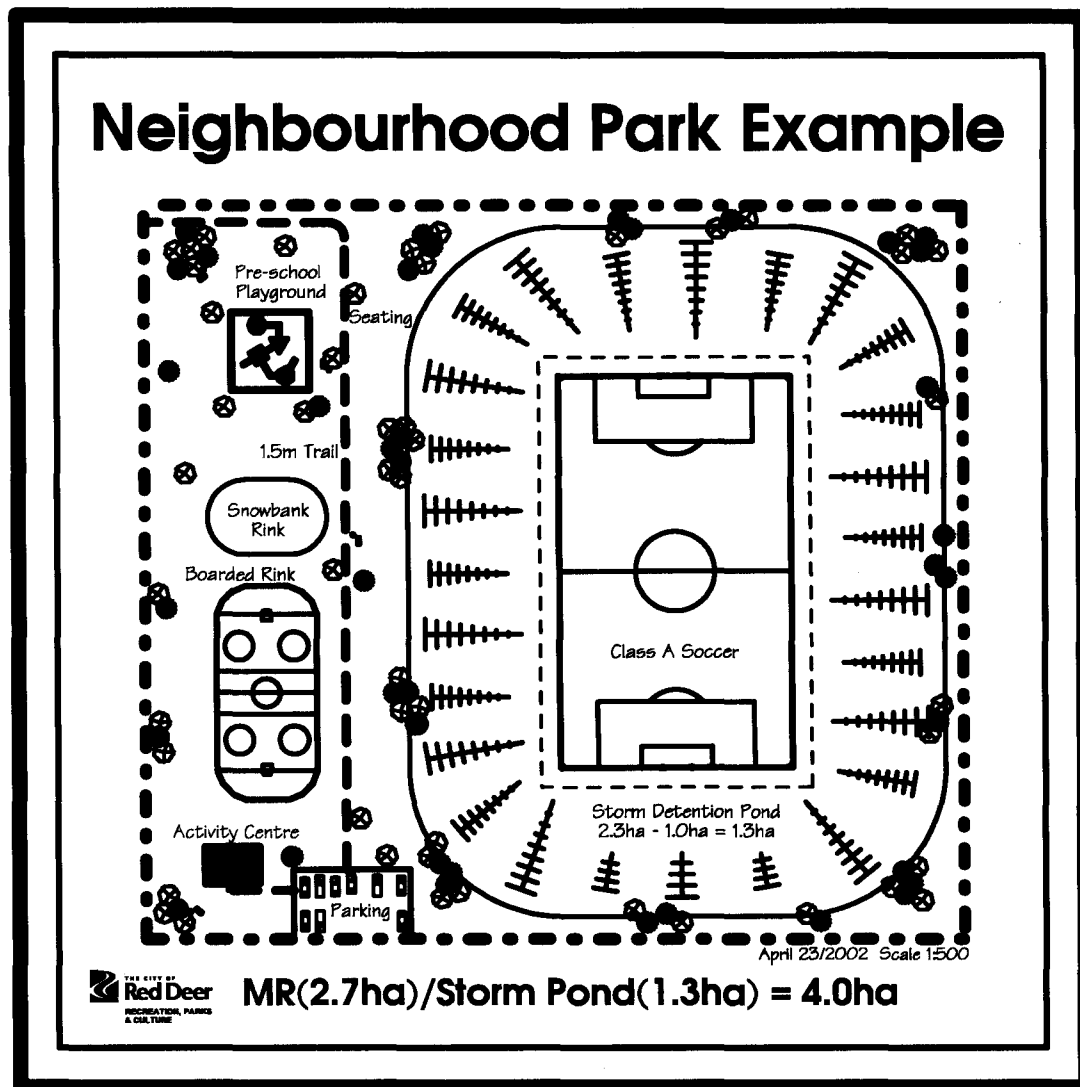
Neighbourhood Park Example



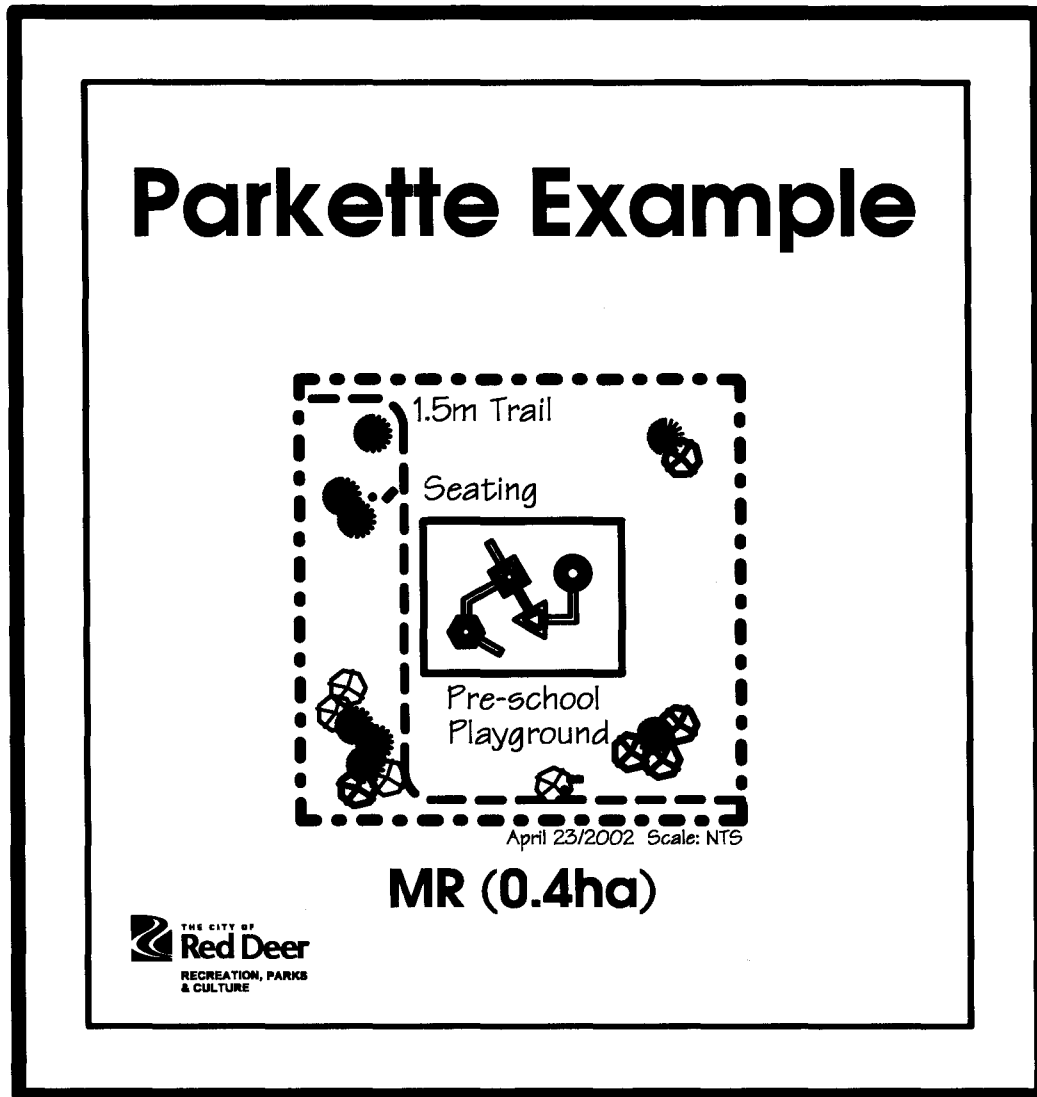
April 23/2002 Scale: NTS

MR/Standard Facilities (3.5ha)

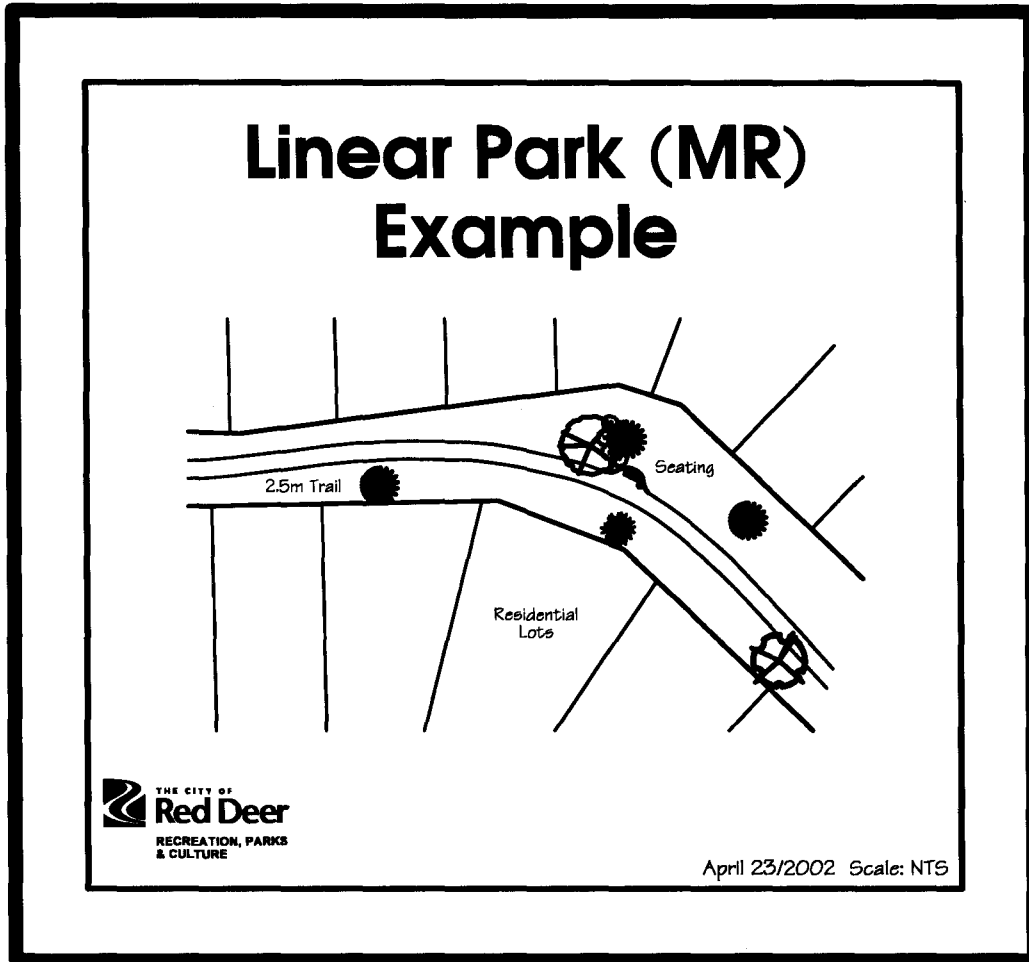
Neighbourhood Park Example (with Storm Water Detention Pond)



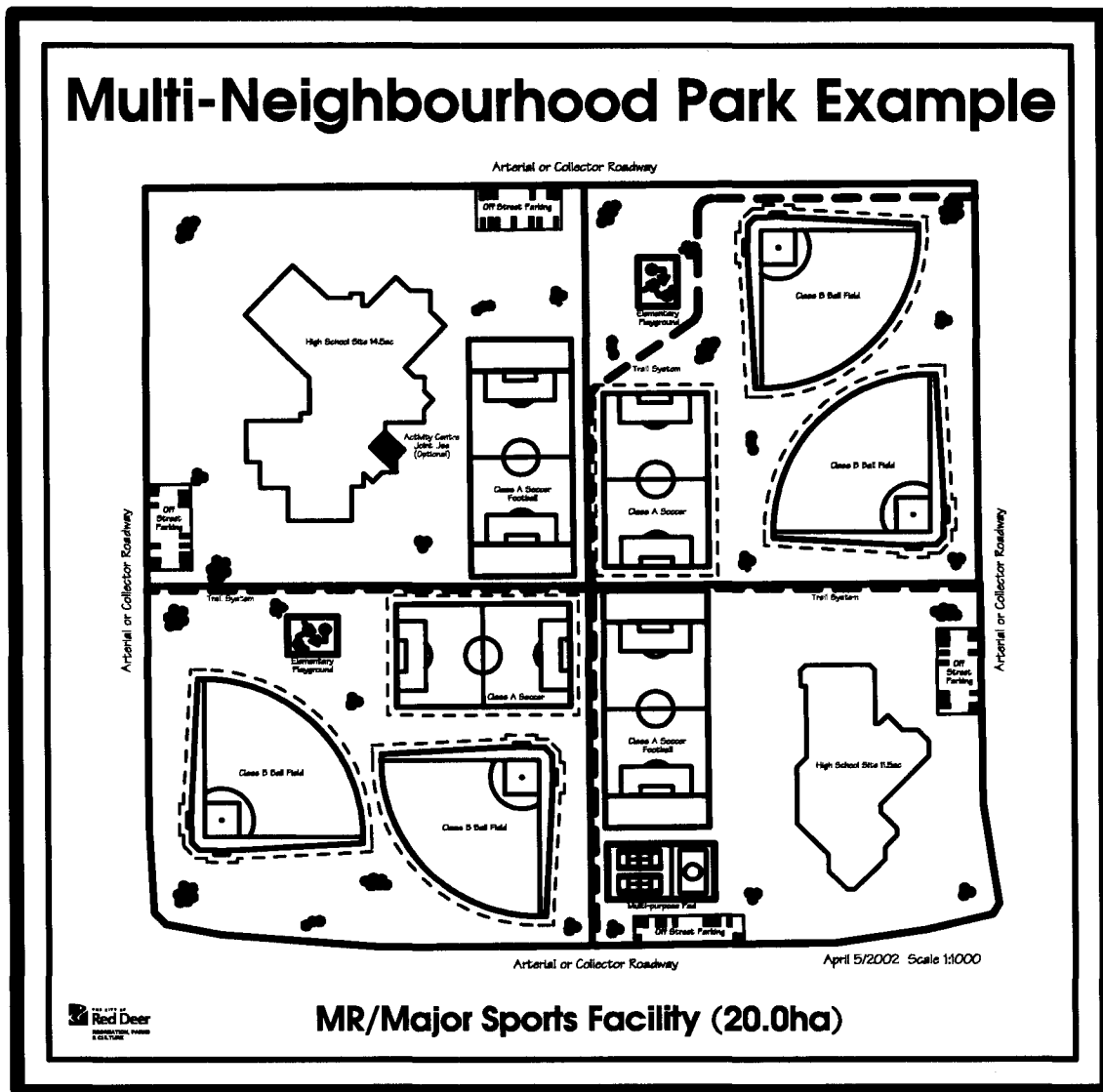
Parkette Example



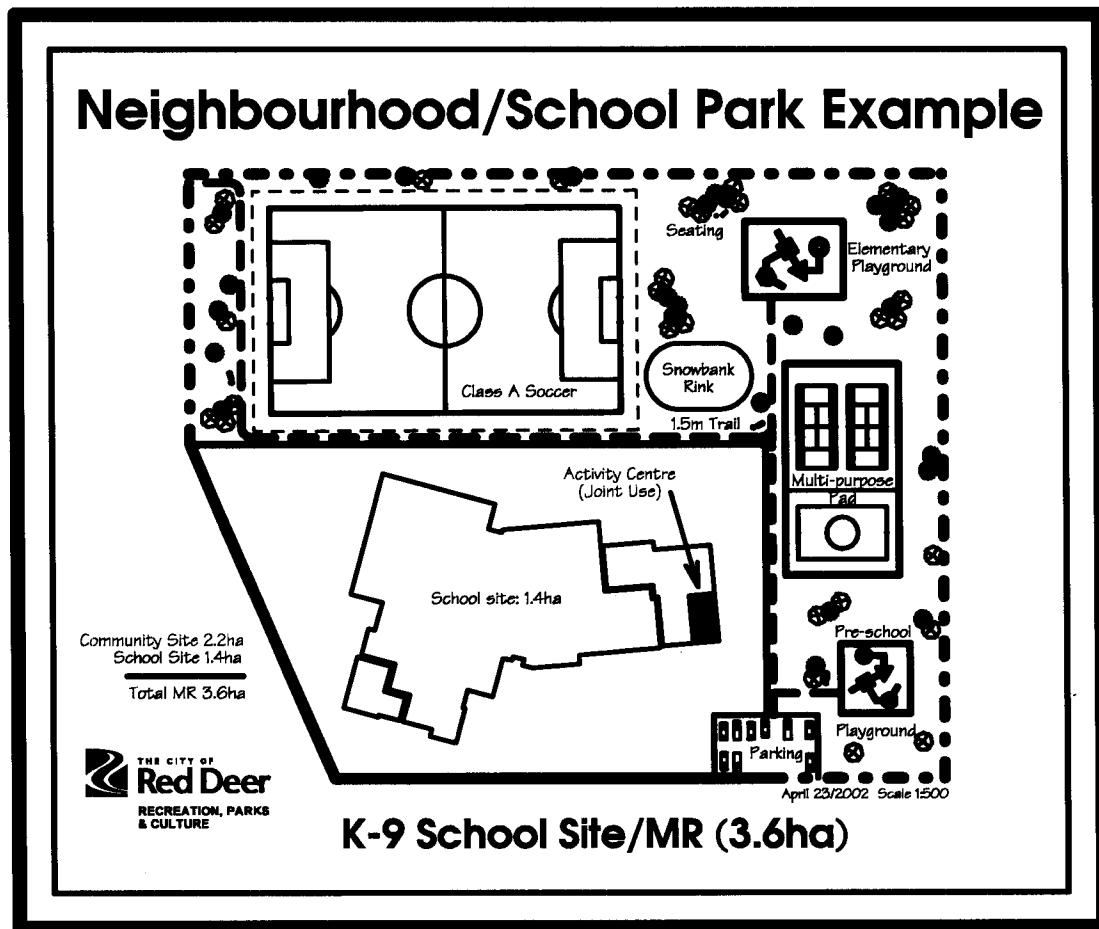
Linear Park Example



Multi-Neighbourhood Park Site Example



Community/School Park Site Example





DATE: November 25, 2002

TO: Kelly Kloss – City Clerk

FROM: Greg Scott - Inspections & Licensing Manager
Kevin Joll – Transit Manager

**RE: REPORT FOR COUNCIL OF THE CITY OF RED DEER, DECEMBER 2, 2002
REFUSE/RECYCLE CONTAINERS IN THE DOWNTOWN & TRANSIT ZONES**

On September 9, 2002 Council of the City of Red Deer passed the following resolution regarding refuse/recycle containers.

RESOLVED that Council of the City of Red Deer having considered the report from the Inspections & Licensing Manager and Inspections & Licensing Supervisor, dated September 16, 2002, re: Refuse & Recycle containers, hereby direct Administration to proceed with the consultation process of expanding commercial advertising on refuse and recycle containers on public property throughout the community.

History

In 2001 a pilot project was approved for a one-year period which allowed a total of twenty six (26) Refuse & Recycle containers to be located within the downtown and other City facilities including the Transit Terminal.

The Transit Department is requesting approval for approximately 34 of the refuse containers to be placed around the new downtown transit terminal as well as various other commercial bus zones throughout the city, excluding residential areas.

The Downtown Business Association is proposing to place approximately 20-30 of these refuse/recycle containers within the downtown.

This proposal would bring the total of the refuse/recycle containers within the City of Red Deer to approximately 60 containers.

Process

As a result of the Council resolution of September 23 information on the refuse/recycle containers was sent out for comments to Greater Downtown/Riverside Meadows Policy Committee, Downtown Business Association, Main Street Program, Communities in Bloom, as well as a questionnaire placed on the City of Red Deer web site to allow input from the public.

Administration has reviewed and has summarized the comments as follows:

Support of containers

- The containers encourage recycling which is important to the community.
- The closed in containers keep the community clean and free of debris.
- The paid advertisements keep the costs down to the taxpayers.
- The containers require less maintenance than the other wooden garbage bins.
- The containers should be approved only at specific locations.

Challenge of containers

- The containers are large.
- The container style of exterior stainless steel is not conducive to the look of the downtown.
- The advertising is large, bright and distracting and not in support of a pedestrian friendly downtown.
- The containers do not match the existing streetscape. The streetscape in the downtown such as benches/sign kiosks/planters and garbage bins should all blend together.
- The containers may not fit within the intent of the Greater Downtown Action Plan.

Following are the resolutions of the various committees regarding the containers:

Greater Downtown Riverside Meadows Policy Committee (meeting of Sept. 25, 2002)

“RESOLVED that the Greater Downtown Riverside Meadows Policy Committee extend the existing pilot for refuse and recycle containment units in the downtown for a period of one year and during that year broader public input be sought through the C1 design guideline process.”

Downtown Business Association (meeting of Oct 1, 2002)

“RESOLVED that the Downtown Business Association requests a one-year extension in the recycle container pilot project.”

Communities in Bloom (Oct 16, 2002)

The Refuse/Recycle Project needs to be responsive to need, not driven by advertising revenue.

Public comments that have come in via Internet, hand delivery, or mailed in and are attached in the confidential agenda. Of the total number of responses from the public, approximately 75% are in support of the refuse/recycle containers.

Based on the feedback received from Boards/Committees, and other feedback, there are very few concerns with placing refuse/recycle units with advertising within public transit zones.

Greater Downtown Action Plan – C1 Downtown Design Guidelines

In conjunction with the recommendations of the Greater Downtown Action Plan, a hired consultant, along with a steering committee, are working to develop and implement urban design guidelines that will expand the existing C1 zoning regulations of the Land Use Bylaw. One of the most critical factors to creating a successful urban environment

City Clerk
November 25, 2002
Page 3 of 4

is the relationship of site development to street oriented design elements and sidewalk systems. It is intended that the development of street furniture including refuse/recycle containers will be reviewed and appropriate standards developed within the urban design guidelines.

These proposed design guidelines should be presented to City Council in May, 2003.

The Sign Bylaw

Based on consultations with Mr. Don Simpson, representative City Solicitor, it is also appropriate and necessary to revise the City of Red Deer Sign Bylaw prior to approving and extending this Pilot project.

The Sign Bylaw, Section 12, must be revised to say that no permit is required for signs on recycle/refuse containers at designated locations approved by the Development Officer. In addition to recycle/refuse containers City Administration is considering several other sign bylaw amendments. These amendments will be brought to City Council for consideration and review in the immediate future.

The Pilots will then be subject to the final reading and approval of the amendment to the City of Red Deer Sign Bylaw.

Reid Signs Ltd.

Reid Signs Ltd. are willing to extend the Pilot Project as it is the intention of the Downtown Business Association to enter into an agreement with Reid Signs Ltd., if the project is accepted. However, they would like a few modifications to the project.

1. Reid Signs / Downtown Business Association will measure the amount of recycling collected which would provide statistics on the amount of waste diverted from the landfill.
2. Relocate containers that are not utilized, and/or not practical in terms of sight lines, into other locations (4 attachments indicating site removal)
3. Maintain the Transit Terminal receptacles within the DBA Pilot as there is a naturally perceived connection between Downtown and the Terminal within the Downtown

Three (3) containment units placed at Recreation Facilities will also remain as part of the Pilot project. One (1) will be removed from the Great Chief Kiwanis Park as it is not used. The three (3) other units will remain at these locations and Reid Signs Ltd. has agreed to manage the removal of refuse/recycle materials. During the original Pilot the Recreation Department was doing this.

Reid Signs Ltd. is also willing to separately enter into a Pilot project at public transit zones near commercial areas, to November 1, 2003. The City of Red Deer is required to advertise the need for this service and request interested companies to provide service proposals. To effectively manage their investment in a Pilot Reid Signs Ltd. has requested the City to prepare an RFP for this service, at the beginning of the Pilot, not the end of the Pilot. This is a reasonable expectation as it is not fair to ask a company to provide this service, for over a year, and then subject that company to the risk

City Clerk
November 25, 2002
Page 4 of 4

of losing the service to another company. The formal agreement would be effective November 1, 2003, and would be subject to community acceptance of this project and the development of design guidelines for street furniture in the Greater Downtown Action Plan.

This separate Pilot project will place up to a maximum of ten (10) refuse/recycle containment units at transit zones (attachment indicating possible site locates).

Recommendations

In consideration of this public and committee consultation, and consultations with City Solicitors and Reid Signs Ltd., City Administration recommends:

1. That the Sign Bylaw be amended to allow placement of refuse/recycle containment with advertising panels as it is necessary to do this to continue the Pilot projects.
2. That the refuse/recycle container project, on behalf of the Downtown Business Association, be extended for 1 year until November 1, 2003, based on the identified criteria in this report. By this time the design guidelines developed for the downtown C1/CA should be adopted by City Council.
3. That a separate Pilot project, specifically for the City of Red Deer Transit Department, be started based on the identified criteria in this report.

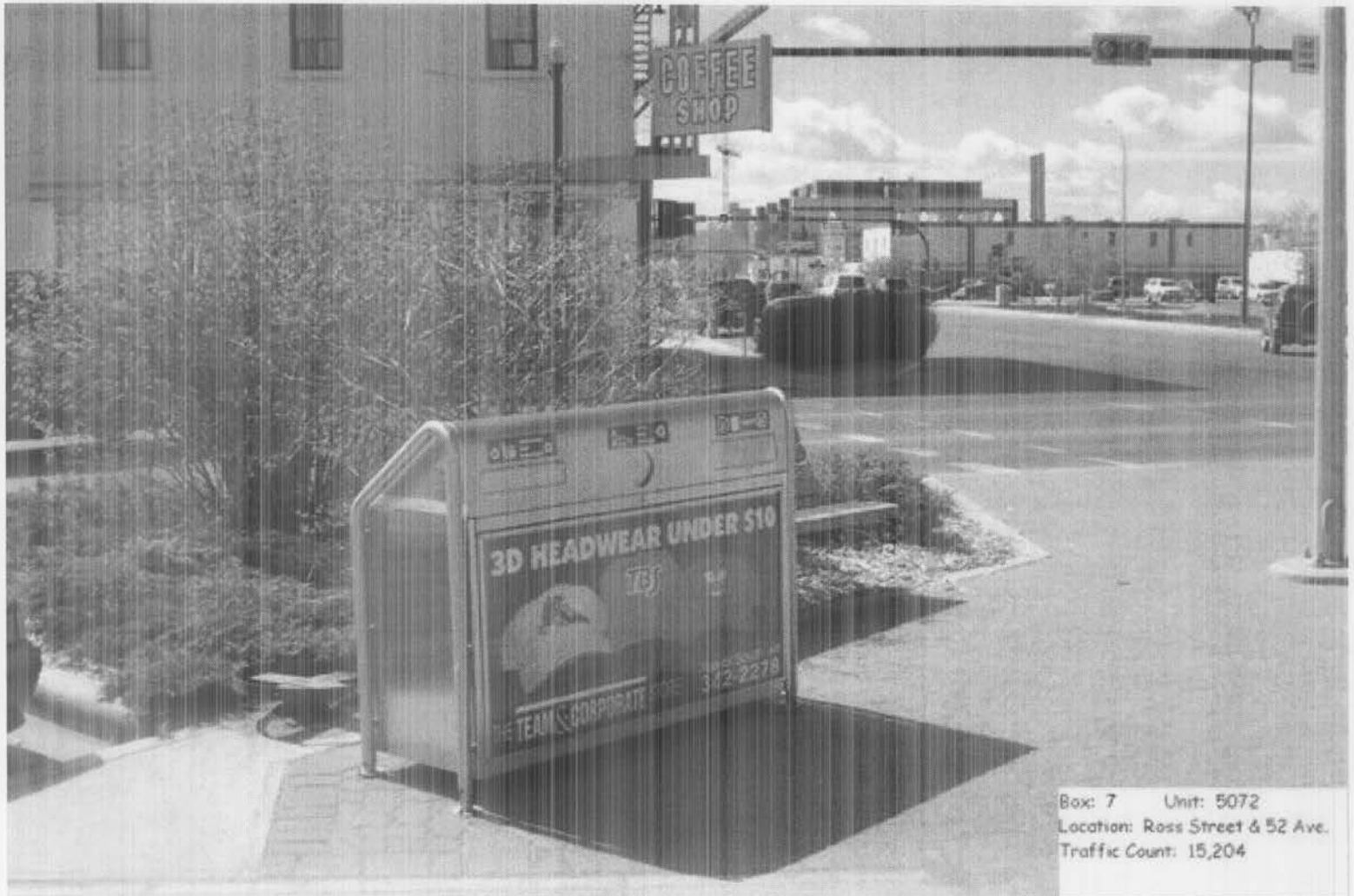


Greg Scott
Inspections & Licensing Manager



Kevin Joll
Transit Manager

cc Bryon Jeffers, Director of Development Services
Colleen Jensen, Director of Community Services



Box: 7 Unit: 5072
Location: Ross Street & 52 Ave.
Traffic Count: 15,204

TO BE REMOVED



TO BE REMOVED



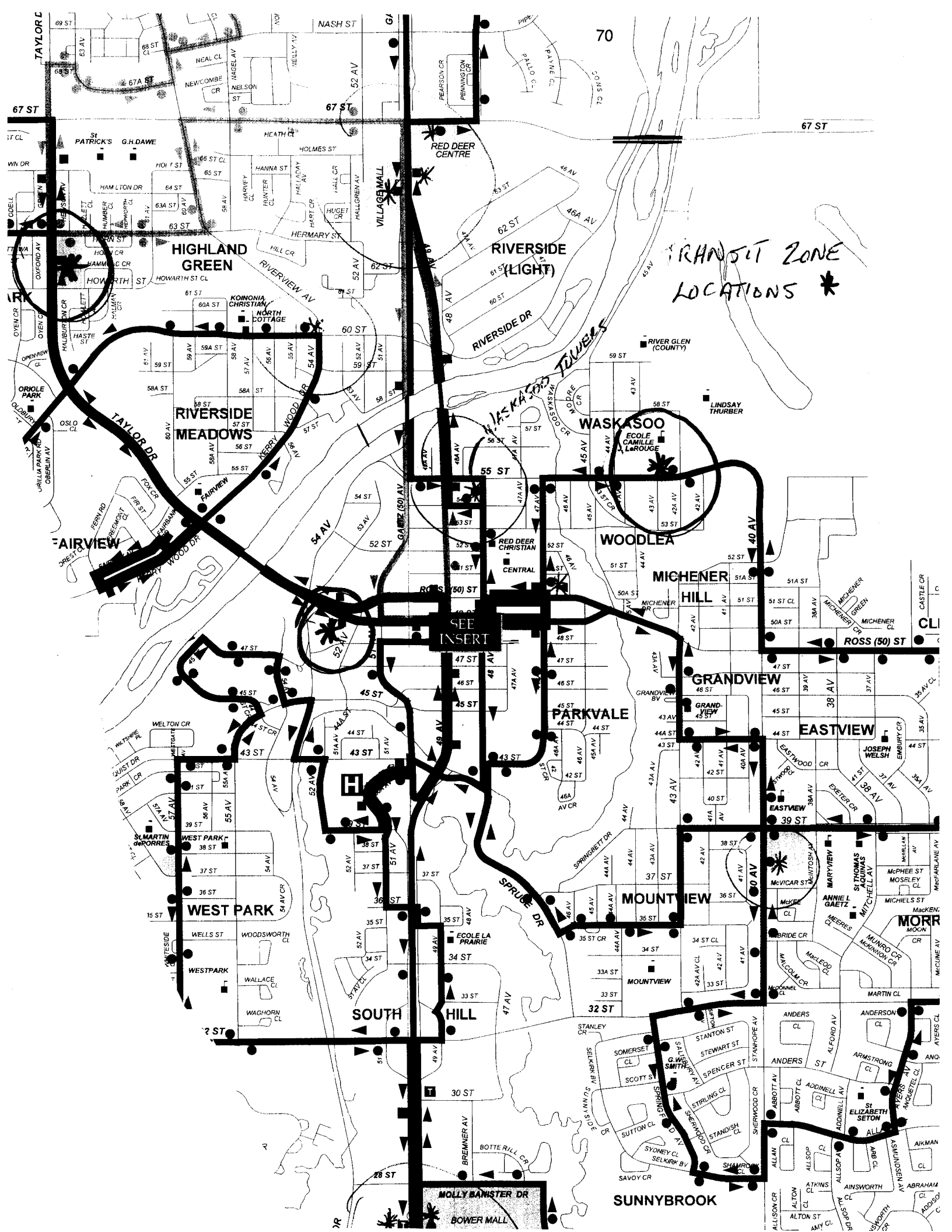
Box: 6 Unit: 5074
Location: 4918 Ross Avenue
Traffic Count: 11,361

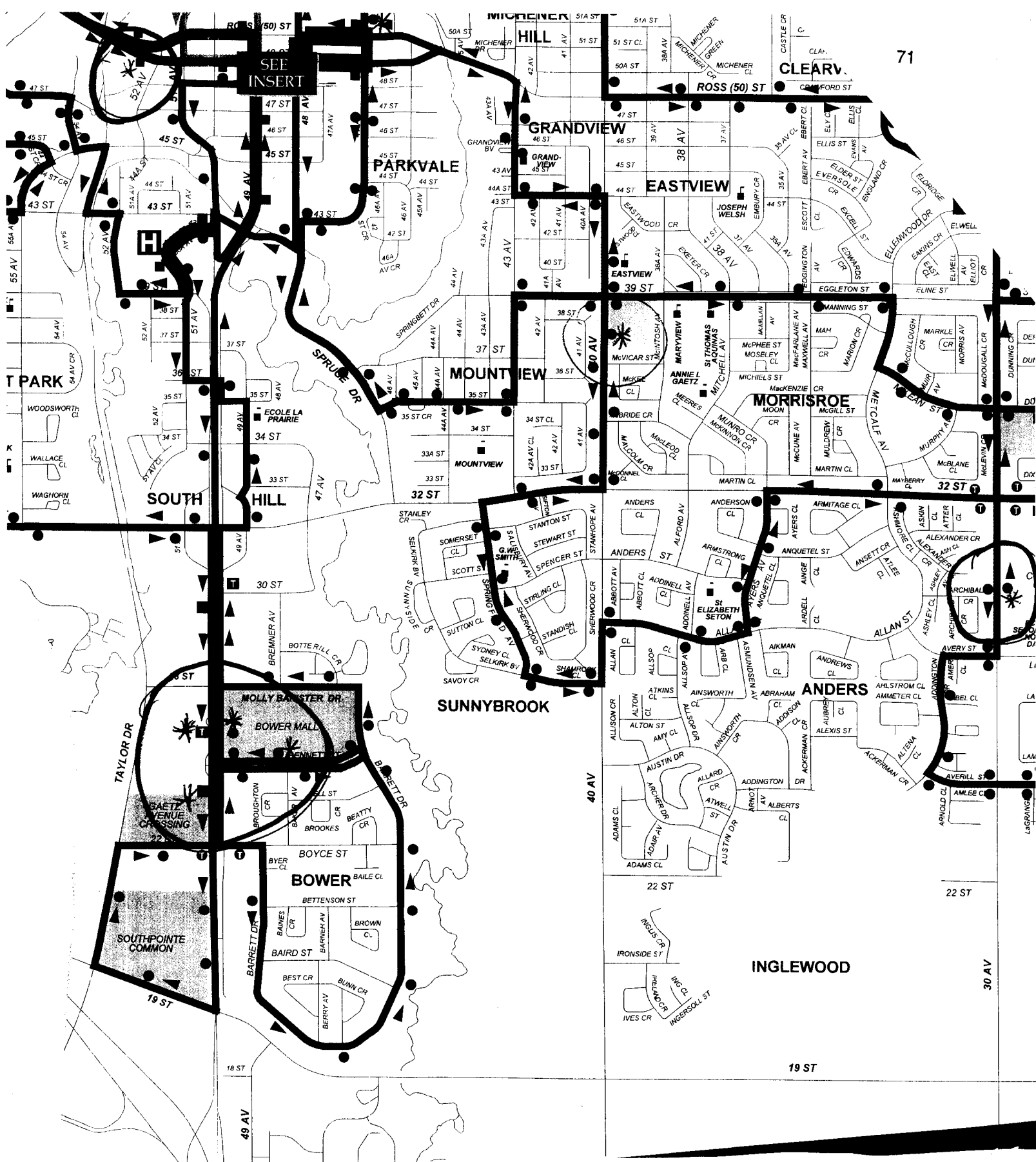
TO BE REMOVED



Box 14 Unit 5075
Location: Great Chief Park
(Kiwanis Park)

TO BE REMOVED





Comments:

We agree with the recommendations of City Administration.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager



City Clerk's Department

DATE: September 24, 2002
TO: Greg Scott, Inspections & Licensing Manager
FROM: City Clerk
SUBJECT: Refuse and Recycle Containers

Reference Report:

Inspections & Licensing Manager & Inspections & Licensing Supervisor, dated September 16, 2002

Resolutions:

Resolved that Council of The City of Red Deer having considered the report from the Inspections & Licensing Manager and Inspections & Licensing Supervisor, dated September 16, 2002, re: Refuse & Recycle Containers, hereby directs Administration to proceed with the consultation process of expanding commercial advertising on refuse and recycle containers on public property throughout the community.

Report Back to Council: Yes, once the consultation process is complete.

Comments/Further Action:

1. Public Consultation : The following avenues are to be utilized:
 - a) Comments from the Greater Downtown/Riverside Meadows Policy Committee
 - b) Comments from the Downtown Business Association including the Main Street Committee
 - c) Use of the Web Site and advertising to invite public comments
 - d) Informational handouts outlining the issues for the public
 - e) Comments from Communities in Bloom
2. Statistics : Please provide Council with statistics on the usage and success of the pilot project.


Kelly Kloss
City Clerk

/chk

c Director of Development Services
Transit Manager
Downtown Business Association



DATE: September 16, 2002

TO: City Clerk

FROM: Greg Scott
Inspections & Licensing Manager
Joyce Boon
Inspections & Licensing Supervisor

RE: Refuse & Recycle Containers

On September 9, 2002 the Municipal Planning Commission recommended that Council of the City of Red Deer consider an Amendment to the Sign Bylaw to incorporate the use of refuse/recycle containers with advertising panels, within the City.

History of the project:

In 2001 the Downtown Business Association, along with various City Departments, entered into a pilot project for the use of Refuse & Recycle Containers in the downtown and other City facilities.

The pilot project was for a one-year period, which is now completed, and the Downtown Business Association as well as the City of Red Deer Transit Department is requesting to implement the project on a permanent basis.

These recycle/refuse containers are 2 feet wide x 4 feet high x 5 feet long and display advertisements from local businesses. Advertising on these types of structures is not presently allowed under the regulations of the Sign Bylaw.

Request from Transit Department and Downtown Business Association for the continuation of the project.

The Transit Department is requesting approval for approximately 34 of these units to be placed around the downtown transit terminal and various other bus zones throughout the City, excluding residential areas.

The Downtown Business Association is proposing to have approximately 20 – 30 of these recycle/garbage containers within the downtown.

Sign Bylaw

Section 12 in the Sign Bylaw provides for *signage and advertising signs displayed in or on buses, or on bus shelters and bus stop seats located on streets under an agreement with the City*. This type of signage does not require a sign permit.

City Clerk
September 16, 2002
Page 2

Presently based on the Land Use and Sign Bylaw, Temporary or Portable signs are not permitted or discretionary in the downtown. Philosophically the advertising signage being proposed to the garbage/recycle containers could also be viewed as temporary or portable signage. This being the case, the Inspections and Licensing Department wants to make Council aware that supporting the use of these containers also includes the support of the commercial advertising proposed for the exterior of the structure.

The proposed advertising/recycle containers supplied by Reid Signs could be deemed similar to bus shelter advertising as long as the supplier and the Downtown Business Association have an agreement satisfactory to the City Solicitor with the City of Red Deer. The agreement would include a number of issues relative to the location, size, etc necessary for installation of the containers.

Considerations

The Municipal Planning Commission had a number of concerns to the continuation of the project, some of which were:

- Size and the stainless steel material of the containers
- Location of the containers around the city
- Is the Transit Terminal a better location for the containers rather than the containers being distributed around the downtown?
- Do the containers fit within the intent of the Greater Downtown Action Plan?
- The large display of advertising signs on the containers
- Would a License to Occupy be required for the location on city streets?
- What type of an agreement would be required for the maintenance and upkeep of the containers?

Recommendation

The Inspections & Licensing Department recommends that prior to developing a Sign Bylaw amendment, the dynamics relating to the design and implementation of Refuse & Recycle containers be presented to and reviewed by the City Solicitor, Greater Downtown Action Plan Riverside Meadows Policy Committee, and the Main Street Program. Based on feedback and comments a Sign Bylaw amendment could then be drafted and presented to City Council for consideration.



Greg Scott
Inspections & Licensing Manager



Joyce Boon
Permits & Licensing Supervisor

cc Bryon Jeffers, Director of Development Services



July 30, 2002

Greg Scott
Inspections & Licensing
City of Red Deer

Re: Sign By-law amendment

The Downtown Business Association has been working with various city of Red Deer departments during the past year to conduct a pilot project on use of recycle bins in the downtown area and at Parks and Recreation facilities.

We are reaching the end of the pilot project. If the decision is made to retain the recycle bins it is our understanding an amendment is required to the existing sign by-law to permit advertising on the recycle bins.

This letter is to request that a amendment to permit advertising on recycle bins be prepared and presented to City Council for their consideration.

Thank you for your assistance in this matter.

Sincerely,

Ray Congdon
Executive Director

REC/jlm

Date: September 3, 2002

Memo To: Municipal Planning Commission

Memo Fr: Transit Manager

Subject: Sign Bylaw No. 3163/96
Refuse / Recycle Containment at Transit Zones with Advertising Panels

The Sign Bylaw No. 3163/96 needs revision to allow the Transit Department to enter into a License Agreement to provide refuse/recycle containment, with advertising panels, at transit zones. Your consideration and supportive recommendation to City Council is respectfully requested. We wish to take this to City Council on September 23, 2002.

Background

With the hope of having proper refuse containment at transit zones, without cost to the City, the Transit Department revised the Transit Bus Bench Agreement effective December 1999 to include a clause allowing the Contractor first right to provide this service, if the City chose to supply this service. At that time we did not consider this any further. The previous Contractor did not wish to provide this service but agreed to empty the 4 barrels we have at key locations at no cost, until we determined whether the service would be expanded. This currently saves the City roughly \$2,000 annually. With the recent assignment of this License Agreement to Reid Signs (Western OMG) came the opportunity to have this service provided at no cost to the City and expanded. They wish to provide the same units that are being considered in the pilot project for the Downtown Business Association. This also includes units that have been placed in the Terminal, as part of the DBA's pilot project.

The intent is to provide as many units as is feasible for the Contractor while meeting our needs within the Transit Terminal and at transit zones at or near major commercial areas. In order for the Contractor to manage emptying these units, at no cost to the City, the revenue generated from advertising can not be shared with the City at least in the short term. At this point they are willing to provide 34 units, which will meet current needs and some expansion. It is not our intent to provide this level of service throughout residential areas.

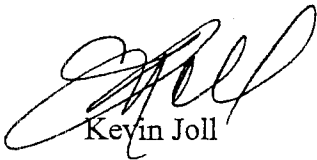
The risks associated with not allowing this type of transit zone furnishing will mean future transit department capital and operating costs to manage refuse/recycling. Capital cost to place containment units in the Terminal alone is estimated at \$5,000 and does not include emptying these units. Most of the units in the Terminal are full within 2 to 3 days. There is also the factor of littered transit areas along major corridors if we do not address this. The current infrastructure of refuse containment in bus shelters, and at the 4 transit zones, does not meet needs and certainly does not address any recycling.

To provide this service the Sign Bylaw No. 3163/96 must be revised to allow the Transit Department to provide this service through a License Agreement, as it is with other transit zone furnishings and on buses. Section 12 (b) exempts advertising on buses, on shelters, and benches as signs that do not require a permit. This section needs to be revised to include refuse/recycle containment units.

This matter has been presented to the City's Senior Management Team for their consideration and the portfolio of that presentation is attached with this document. The intent of the presentation was to show available product and typical placement of units within transit zones. Concerns that were raised were the look of the stainless steel units in our city and whether more advertising at transit zones was appropriate in our community. The units can be powder-coat painted to any colour but Reid Signs recommends the longevity and cleanliness of the stainless steel units.

The Transit Department prefers stainless steel units for this same reason and we strongly believe this service will improve the image of transit service and improve our environment through recycling and more available refuse containment.

Thank you for considering this.



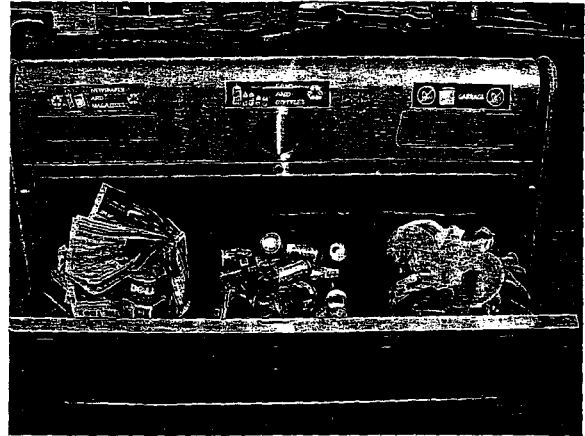
Kevin Joll

/kj

Attachments

Bylaw Section 12 (b); Bus Bench License Agreement
Reid Signs Portfolio as presented to SMT

Reid Signs



***The Recycling
Advantage***

City Clerk's Department

DATE: September 11, 2002
TO: City Council
FROM: Municipal Planning Commission
SUBJECT: Refuse/Recycle Containers with Advertising Panels

At its meeting of Monday, September 9th, the Municipal Planning Commission discussed the use of Refuse/Recycle Containers with Advertising Panels, within the City of Red Deer. The Downtown Business Association has piloted the use of these containers for over the past year and the Transit Department is now considering the use of the containers at the Transit Terminal and at various bus shelter locations.

Following discussion, the motion shown below was introduced and passed.

“RESOLVED that the Municipal Planning Commission recommends that Council of the City of Red Deer considers an amendment to the Sign Bylaw to incorporate the use of refuse/recycle containment with advertising panels, within the city; and

That Council initiate consultation with affected user groups including the Greater Downtown/Riverside Meadows Action Plan Committee, the Main Street Project and the Downtown Business Association relative to the use of these containers in the downtown; and

That the differing needs of the Transit Department and the Downtown Business Association be considered separately.”

This is provided for Council's information.

Lorna Watkinson-Zimmer, Chair
Municipal Planning Commission

Comments:

I concur with the Inspections & Licensing Manager that we obtain further input from the City's Solicitor as well as the Greater Downtown Action Plan/Riverside Meadows Policy Committee and the Downtown Business Association including the Main Street Program. This assumes that Council is willing to consider a change to the sign bylaw that would increase the amount of commercial advertising on public property such as boulevards and sidewalks throughout the community. The amendment to the bylaw would then provide the opportunity for the placement of waste and recycling containment units in the Downtown and adjacent to bus stops in the community. In considering whether Administration proceeds to the next round of consultation on this matter, Council should consider the implications of two issues:

1. The proliferation of commercial advertising on the containment units in the Downtown and throughout the community at bus stops.
2. The fact that the containment units proposed will form a part of the Downtown streetscape for many years to come.

If City Council is reluctant to consider these issues at some future time, then it is advisable to not proceed with the consultation. However, if Council wishes to have the views of the various stakeholders prior to making a decision, then consultation should proceed.

"N. Van Wyk"
City Manager

City Clerk's Department

DATE: December 3, 2002**FILE****TO:** Greg Scott, Inspections & Licensing Manager
Kevin Joll, Transit Manager**FROM:** Kelly Kloss
City Clerk**SUBJECT:** Refuse/Recycle Containers in the Downtown & Transit Zones

Reference Report:

Inspections & Licensing Manager and Transit Manager, dated November 25, 2002.

Resolutions:


Resolved that Council of the City of Red Deer, having considered the report from the Inspections & Licensing Manager and the Transit Manager, dated November 25, 2002, re: Refuse/Recycle Containers in the Downtown and Transit Zones, agrees to the following:

1. That the Sign Bylaw be amended to allow placement of refuse/recycle containment with advertising panels in order to continue the Pilot Projects.
2. That the refuse/recycle container project, on behalf of the Downtown Business Association be extended for one year until November 1, 2003, based on the identified criteria in the above noted report.
3. That a separate Pilot Project, specifically for the City of Red Deer Transit Department, be started based on the identified criteria in the above report.
4. That statistics be kept on the amount of garbage and recycling collected during the pilot project's timelines.

Report Back to Council: Yes. Please bring the noted Sign Bylaw amendment back to Council in due course.

Comments/Further Action:

Once the pilot projects are complete, please submit a report back to Council with appropriate statistical data.


Kelly Kloss
City Clerk
/chk

c Director of Development Services
 Community Services Director
 Downtown Business Association

**Personnel**

DATE: November 25, 2002

TO: Kelly Kloss
City Clerk

FROM: Grant Howell
Personnel Manager

SUBJECT: Alberta Urban Municipalities Association Supplementary Pension Plan

Introduction:

For several years the Alberta Urban Municipalities Association (AUMA) has been aware of the deteriorating competitiveness of the current pension plan for management employees. Implemented in 1962, the Local Authorities Pension plan (LAPP) currently ranks in the biggest 10 pension plans in Canada, with \$9 billion and serving some 133,000 current and past employees of public sector organizations across Alberta. The legal trustee is the Provincial Treasurer and the Board is made up of representatives of labour, employers and retirees. This structure makes innovation and change very difficult and the LAPP has had difficulty in responding to changing needs in the marketplace.

The provincial government responded to pressures for management pensions in 1972 by establishing a Management Employees' Pension Plan. The basic federal plan is of a greater actuarial value than any of the provincial or municipal plans.

In 1994, the AUMA commissioned consultants to develop a supplementary plan for municipalities. A very innovative and tax effective plan was developed and implemented, subject to receiving final approval from Revenue Canada. Unfortunately, the plan never did get the final OK because the employer was not contributing at least 50 % of the cost. The plan was discontinued in early 2000.

The City of Calgary then developed and launched a plan to replace the discontinued AUMA program and designed it in such a way that it received approval from the federal government. The AUMA has "piggy-backed" on that plan to minimize costs and to smooth the way for a quicker and less painful approval process with the federal government.

Personnel

Two Primary Concerns:

In attempting to establish a reasonable pension arrangement for management employees, two main issues emerged:

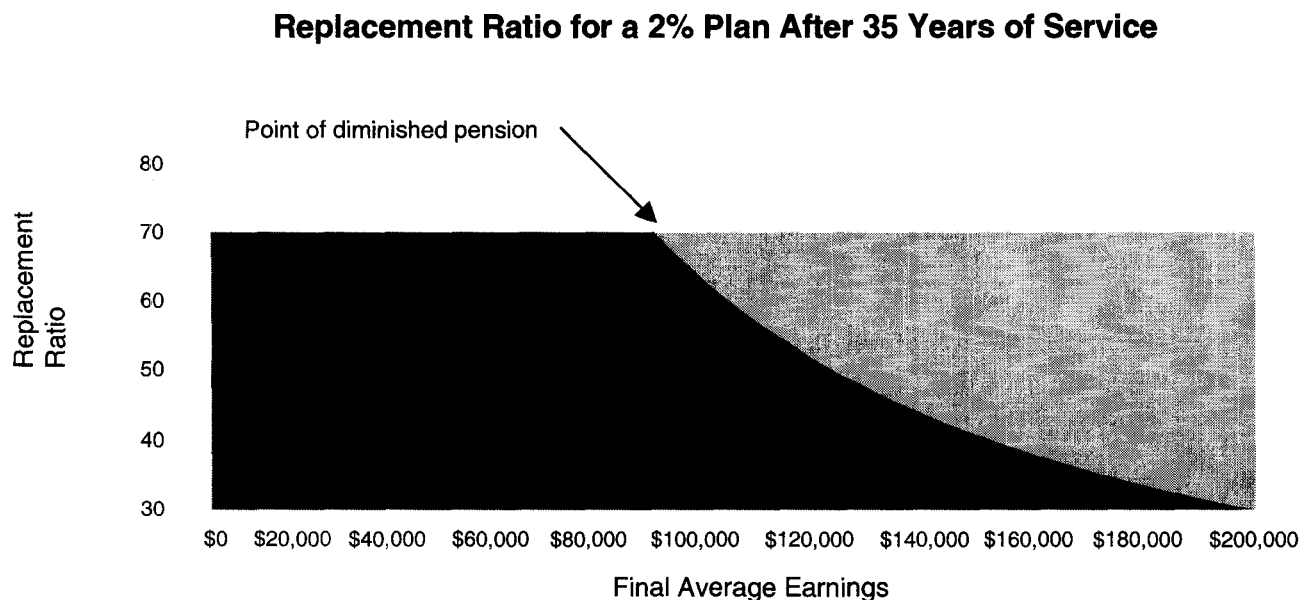
1. The federal income tax act is discriminatory against those in senior management positions; and
2. the Local Authorities Pension Plan is significantly less competitive for management and senior professional employees.

Re: # 1 Federal Income Tax Pension Cap

In 1992, the Federal Government introduced a cap on the amount of money that organizations could put away, on a tax protected basis, for their employees, pensions. That amount was set at \$1722.22 per annum, per year of service, to a maximum of 35 years of service. It was designed to be increased by the average industrial wage increase each year.

Had the original intent been adhered to, there would not be a problem for our organization, as our highest salary was just below that level. However, the level of the cap was frozen at that level and has remained there for more than 10 years. This has resulted in an effective decrease in the cap of more than 38 % when inflation is accounted for.

Along with most larger private sector organizations, both the federal and provincial governments have responded to this problem by introducing what are called "overcap" programs for those adversely affected. The City of Calgary has also responded to this problem by implementing an overcap plan. The following graph demonstrates the reduction in % of income replaced at pension when there is no response to the overcap problem.



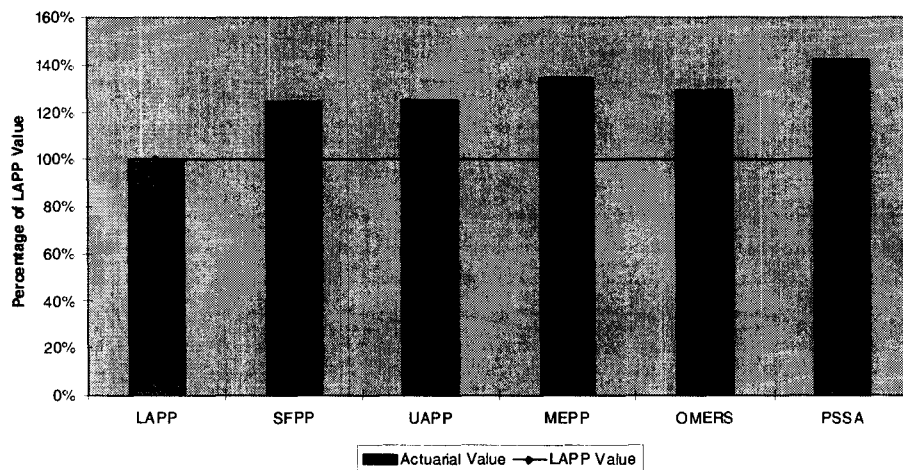
Personnel

Re #2 Lack of competitiveness of Local Authorities Pension Plan

The Local Authorities Pension Plan, with its somewhat cumbersome governance structure, has had difficulty in responding to the needs of several parts of its constituency, which is broad and diverse. Because of the diversity of interests, coupled with its large size, it is likened to a large supertanker – it isn't quick to change direction.

Three years ago, an actuarial evaluation was done on the value of several public sector plans, including the LAPP. Of the plans reviewed, it was the least competitive (see graph below).

Actuarial Value of Accrued Pension, Retirement at Age 60 with 35 YOS, FA5 = \$85,000, Married Male



SFPP = Special Forces Pension Plan
 UAPP = University Academics Pension Plan
 MEPP = Management Employees Pension Plan (Gov't of AB)
 OMERS = Ontario Municipal Employees Retirement System
 PSSA = Public Service Superannuation Act

Responding to the Challenge

The AUMA Membership Services Committee commissioned a task force to look at ways to address the issues associated with creating a supplementary plan for AUMA members. Representatives from around Alberta, including Red Deer, worked diligently to create a plan that filled the need at the lowest practical cost to the AUMA and to municipalities. After careful analysis it was decided that developing a plan as close to the one implemented by the City of Calgary would save a considerable amount of money that would otherwise have to be spent on

Personnel

obtaining regulatory approvals. However, there would still be some need for flexibility within the plan in order to appropriately address the needs of different sized municipalities.

Building the AUMA Plan

In establishing this plan, some underlying principles were established.

- First, the plan will be designed with the long term goal to merge it with the Local Authorities Plan
- Second, each municipality will make its own decision on participation in the plan, the level of management that will be eligible, and on certain options available.
- Each municipality will pay for its proportion of costs – i.e. there will not be any cross-subsidization because of demographics or organizational differences.

Two major components form the basis for the new plan.

1. A registered supplementary component called “APEX,” which is designed to make the basic pension plan more competitive with other public sector management plans.
2. A non-registered overcap component called “APEX +,” which is designed to remove the discriminatory nature of the Income Tax Act on pensionable earnings.

These two components are designed to work in tandem with each other and with the basic LAPP. The plan is cost-shared, with employees and the employer paying the same ratios as exist in the Local Authorities plan for the APEX portion. For tax reasons, the employer pays the full portion for the APEX + component of the plan.

1. Features of APEX
 - Brings senior income pensions in municipalities closer to those management employees in provincial and federal governments
 - Registered plan through AB Employment Pensions Plan Act (EPPA)
 - Several enhancements to LAPP, including a full 2% coverage, enhanced survivor benefits
 - Improved death benefit
2. Features of APEX +
 - Non-registered plan, because of restrictions due to CCRA cap
 - Not under federal or provincial pension regulatory controls
 - Provides for a full 2% pension coverage
 - Pension payable to member’s surviving spouse

Personnel

- Can be either:
 - accounted for on a current basis through participation in an AUMA unitized trust; or
 - recorded as a future liability subject to appropriate disclosure at the municipal level
- Program implementation dates determined by participating organizations

The addition of this plan, with its two components, brings management pensions closer to the “middle of the pack,” which is where The City of Red Deer generally targets its salaries and benefits.

Development Costs

Costs will vary by the size of staff involved in the program and which options are chosen for employees. To date eleven municipalities, including Red Deer, have invested a total of \$47,000 for actuarial and consulting fees to develop the basic plan design. That investment will be distributed amongst all participants in the plan over time through credits to administrative costs, which will be included in the contribution rates of both employees and employers. This has been a very cost-effective approach to a problem being faced by a number of municipalities and AUMA is to be credited for being the catalyst in keeping the costs to individual municipalities far below what they would have been had we each tackled the problem on our own. The City of Calgary is also to be thanked for their considerable investment in developing the template, then shepherding their plan through the difficult and costly process of registration.

Options and Costs

There is flexibility in the total APEX program for municipalities to reflect their needs. Outlined below are options, accompanied by alternatives and recommendations, including costs of the recommendations.

1. APEX (Supplementary Pension)

Option: What is the level of management do you want to include?

Recommendation: That we include Exempt levels D and up, which would include Superintendents, Deputy Chiefs, and other first level management.

Cost: Approximately 3% per annum of applicable payroll for employer (\$88,000 - based on current payroll) and 2.5% for employees (\$74,000 per annum – based on current payroll)

Personnel

Option: Do you want to make the plan retroactive?

Recommendation: That the plan not be retroactive, with January 2003 the start date.

Cost: No additional cost

2. APEX + (Overcap Pension)

Option: Do you want the plan to be portable, so that an employee can receive the cash value upon leaving the organization prior to retirement?

Recommendation: That the plan NOT be portable.

Option: Do you want the employee to receive service credits based on total service (on the same basis as LAPP) or do you want to exclude service between 1992 and 2002.

Cost: approximately \$13,000 for present service, plus a one time cost of \$125 thousand for years not previously credited (which can be amortized over 5 – 7 years)

Recommendation: That we manage the overcap pension on the same basis as LAPP. This includes recognition for service between 1992 and 2002.

Conclusion:

There is broad agreement within the AUMA that these enhancements are necessary in order to get into a more viable competitive position with respect to pensions. By introducing the AUMA's APEX plan we can move to the "middle of the pack" for public sector pension plans and stay within the compensation philosophy of our organization.

Recommendation:

That Council approve participation in the AUMA pension program, including both APEX and APEX +, on the basis of the options recommended above, with the funding for the program being included in the 2003 Business Plan for consideration.



Grant Howell

Comments:

We agree with the recommendations of the Personnel Manager.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Alberta Urban Municipalities Association Supplementary Pension Plan

1. What is the function of a pension plan?

Employers offer pension plans to their employees as a benefit that is designed to replace a portion of the employee's income upon retirement.

2. How does The City of Red Deer's pension plan work?

The City of Red Deer provides its employees with pensions through the Local Authorities Pension Plan (LAPP), which manages pensions for municipal employees in Alberta. The LAPP is one of the 10 largest pension plans in Canada.

Both The City of Red Deer and individual employees contribute a percentage of the employee's income to their pension plan. Upon retirement, the employee begins receiving their pension.

The amount of the pension is based on the individual employee's salary (an average of the final five years) and the length of service with the organization. In most cases a retired employee with 35 years of service will receive 70% of their pre-retirement income as pension from the combination of the Local Authorities Pension Plan and the Canada Pension Plan.

3. What is administration recommending to City Council?

Administration is recommending that The City participate in the Alberta Urban Municipalities Association (AUMA) Supplementary Pension Plan to ensure that municipal management employees are receiving pension benefits that are reasonably competitive with other public sector management employees.

4. What are the concerns regarding management level pensions?

In 1992, the federal government introduced a cap on the amount that organizations could put away for their employee's pensions. At that time, our organization was not impacted because our highest salary fell within the cap.

However, over the past decade salaries have risen to keep pace with inflation. The level of the cap has been frozen at the 1992 level and has not been adjusted with inflation. This means that now some management positions earn more than the cap allows.

Because the employer's contribution is based on a percentage of salary, employees that earn more than the cap allows do not receive an equal percentage of pension contribution from their employer as employees that earn less.

This has resulted in a discrepancy in the level of pension benefits that the City provides to its staff. As salaries continue to rise with inflation, the number of employees affected will continue to increase, unless the federal cap is adjusted.

While we don't try to compete with private sector pension plans, the LAPP is also significantly less competitive for management and senior professional employees than other public sector pension plans. The result is that the value of senior position pensions in Albertan municipalities are significantly lower (20-40%) than the value of senior position pensions in the provincial and federal governments and other public sector organizations.

5. How will participating in the AUMA Plan alleviate these concerns?

The AUMA Plan has two components. The first component, APEX, is designed to make the basic level pension plan more competitive with other public sector pension plans. The second component, APEX +, is designed to remove the discrepancy in the level of pension benefits that The City provides to its staff. In general, participating in this plan will bring management pensions closer to the middle of the pack, which is where The City of Red Deer generally targets its salaries and benefits.

6. Why is only management affected?

Our objective is to remain in the middle of the pack with our salaries and benefits in order to stay competitive. This plan is being proposed for management employees because The City of Red Deer, along with other Alberta municipalities, is losing its competitive position with respect to management pensions. We need to respond in order to keep our ability to attract and retain quality staff.

7. If approved, what will participating in the AUMA Supplemental Pension Plan cost The City? What will it cost impacted employees?

Participating in the APEX and APEX + plans as recommended will cost The City of Red Deer approximately \$100,000 annually as well as a one time cost of \$125,000. Employees would pay \$74,000 annually. These numbers are based on current payroll values.

8. Why hasn't the LAPP reacted to address these concerns?

Because the LAPP is a complex plan made up of a number of stakeholder groups with different perspectives, it can't make needed changes quickly. Because urban municipalities are greatly impacted by the need for change in municipal management employee pension benefits, they have developed a solution with the long-term goal of merging it with the Local Authorities Pension Plan.

FILE



Council Decision – December 2, 2002

City Clerk's Department

DATE: December 3, 2002

TO: Grant Howell
Personnel Manager

FROM: Kelly Kloss
City Clerk

SUBJECT: Alberta Urban Municipalities Association Supplementary Pension Plan

Reference Report:

Personnel Manager, dated November 25, 2002.

Resolutions:

Resolved that Council of the City of Red Deer, having considered the report from the Personnel Manager, dated November 25, 2002, re: Alberta Urban Municipalities Association Supplementary Pension Plan, approves the City of Red Deer's participation in the Alberta Urban Municipalities Association APEX (Supplementary) pension program, on the basis of the option recommended in the above noted report, with the funding for the program being included for consideration in the 2003 Budget.

Resolved that Council of the City of Red Deer, having considered the report from the Personnel Manager, dated November 25, 2002, re: Alberta Urban Municipalities Association Supplementary Pension Plan, approves the City of Red Deer's participation in the Alberta Urban Municipalities Association APEX+ (Overcap) pension program, on the basis of the option recommended in the above noted report, with the funding for the program being included for consideration in the 2003 Budget.

Report Back to Council: Yes. Include costs in the 2003 Budget deliberations.

A handwritten signature in black ink, appearing to read 'KKloss', is positioned above the printed name and title.

Kelly Kloss
City Clerk

/chk

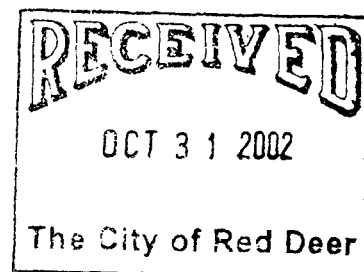
c Treasury Services Manager



Cindy Jefferies
Chairman, Board of Trustees
Direct Line: 403-341-4851
Email: cjefferies@rdpsd.ab.ca

October 28, 2002

Gail Surkan, Mayor
The City of Red Deer
PO Box 5008
Red Deer, AB T4N 3T4



Dear Mrs. Surkan:

Re: Student Bus Transportation

In the Fall of 2001, our District Administration explored with City Transit officials the possibility of implementing a restricted student bus pass at a cost lower than that charged for a regular student bus pass. This type of pass would limit student access to transit services to a block of time surrounding school hours (e.g. 7:00 am to 6:00 p.m.) on school operating days.

The request was made in order to enable a decrease in fees to the parents of students, as well as to continue our Board's practice of purchasing transportation services from the City of Red Deer, despite limited transportation funds. I believe that City Transit officials included consideration of such a pass when submitting their proposed budget for City Council's consideration last year.

Our trustees also informally explored the idea of a restricted bus pass when City Councilors and School Board Trustees met last spring. At that meeting, we sensed that the City would likely not be prepared, at that time, to consider the implementation of a restricted student bus pass such as that described above.

Since February 2002, our Administration has reviewed its transportation budget and plans for the 2003-04 school year. The purpose of this review has been to explore various options regarding the provision of transportation services to students, with a view toward maintaining required service while at the same time reducing costs to the Board.

Meanwhile, City Transit officials have made inquiries of the School District regarding the long-term direction that the School Board intends to take with regard to transportation services. It is our understanding that City Transit has made these inquiries in an effort to more fully develop its own long-term plans. We further understand that some long-term plans of the City Transit Department (e.g. refurbishing buses) may have been put on hold due to the uncertainty of the School Board's future use of the City's transit services.

In a report presented at a recent School Board meeting, our Administration presented information that had been prepared and distributed as part of an agenda item for a City Transportation Advisory Board meeting. This information listed other similar-sized urban centers in Alberta that do provide restricted bus passes to student riders, at the following rates:



Gail Surkan
 October 28, 2002
 Page 2

Grande Prairie

Student Bus Pass	\$43.00
Student Bus Pass with time restrictions	\$20.00

Lethbridge

Student Bus Pass	\$37.00
Student Bus Pass with time restrictions	\$21.50

Medicine Hat

Student Bus Pass	\$37.50
Student Bus Pass with time restrictions	\$21.50

Red Deer

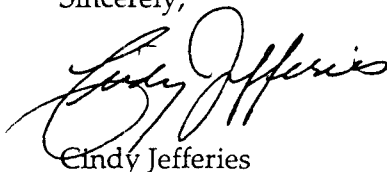
Student Bus Pass	\$45.00
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Accordingly, the Red Deer Public School District Board of Trustees requests that City Council give consideration to the implementation of a new restricted student bus pass (with time restrictions similar to those in place in other Alberta cities), to be made available at the same or similar price as that available in Grande Prairie, Lethbridge and Medicine Hat.

Should such a student bus pass be made available to the students of Red Deer Public Schools, the School Board is prepared to consider entering into a three-year contract with the City, with specific terms and conditions to be negotiated.

The Board of School Trustees appreciates the positive and productive working relationship that we have enjoyed with the City of Red Deer for many years. We trust that it will be possible to develop a mutually agreeable transportation contract that will not only serve the needs of the students of Red Deer, but will also respond to the needs of the City.

Sincerely,



Cindy Jefferies
 Chairman - Board of Trustees

:mh

cc: Deb Beck, Associate Superintendent - Business Services
 Don Falk, Superintendent of Schools
 Norbert Van Wyk, City Manager





Transit Department

DATE: November 25, 2002
TO: City Clerk
CC: Transportation Advisory Board
FROM: Transit Manager
SUBJECT: Red Deer Public Schools – Request for Restricted Discounted Pass

To address the formal request from Red Deer Public Schools an administrative report has been prepared for your consideration during the regular meeting of City Council on December 2, 2002.

At a special meeting, November 25, 2002, the Transportation Advisory Board has also considered the attached report to City Council, and from that meeting two (2) resolutions have been prepared.

Transportation Advisory Board Resolutions

Resolved that the Transportation Advisory Board agrees with the recommendation of the Transit Manager to City Council to reject the request for restricted discounted student passes at \$21.50 per pass, from Red Deer Public Schools, as it is likely to increase the net tax support for public transit services.

Resolved that the Transportation Advisory Board recommends City Council consider some reasonable increase in net tax support for transportation for Red Deer students.

A handwritten signature in black ink, appearing to read 'Kevin Joll'.

Kevin Joll

/kj

Attachments Administrative Report – Transit Manager
Request Letter from Red Deer Public Schools to Mayor Gail Surkan

Transit Department

DATE: November 20, 2002

TO: City Clerk

CC: Transportation Advisory Board

FROM: Transit Manager

SUBJECT: Red Deer Public Schools – Request for Restricted Discounted Pass

In late October a letter was forwarded from Red Deer Public Schools to Mayor Gail Surkan requesting the City to consider implementing a restricted discounted pass for students. The request indicates restricted discounted passes in other similar sized cities in Alberta and wishes the City to consider a similar pass.

Background

A similar request was forwarded to the City of Red Deer in the Fall of 2001. A number of options were considered and the impacts of these options were brought to the attention of City Council during budget deliberations for 2002. There were a number of options evaluated with differing net results. The School District's wishes were to provide transportation for middle school students to reduce costs and improve safety. Transporting middle school students by private charter, rather than on public transit, increased the City's net expense to operate by \$222,000 annually. Another consideration was a \$38 restricted pass for public transit, while adding 257 new customers, resulting in a breakeven situation in terms of net City costs. The last option looked at all, or most, public school students being transported by private charter. If this were to occur the loss of revenue for the City and decrease in expenditures also generated roughly a breakeven situation where the net cost to operate public transit did not increase. The \$38 restricted pass was not acceptable to the School District as free transportation could not be provided for their students. The loss of revenue with the loss of middle school students, with no decrease in expenses, was not acceptable to the City. No changes were recommended or made to the public transit budget for Year 2002.

A joint meeting was held in February with Public School Trustees, City Council, and Administrative Staff from both parties attending. It was agreed that we would not make any immediate changes but rather work together to find solutions that worked for both the School District and the City.

Alberta Fare Facts

In response to this request, and referencing other Alberta Cities, a complete comparison is provided. Fares indicated were effective September 2001. Some fares have been increased marginally in September 2002.

Transit Department

City	Restricted Pass	Secondary	Post Secondary	Description
Red Deer		\$45	\$45	Most secondary students use public transit service. Maximum walking distance for secondary students is 2.4 km / 1.6 km for elementary
Grand Prairie	\$20	\$43	\$43	Restricted pass is Monday to Friday 7:00am to 6:00pm. The pass is offered as an alternative to using private contracted charters. A contract for 200 transit passes for Catholic Students is now in place. Private charter transports most other students.
Lethbridge	\$34	\$42	\$42	Restricted pass is Monday to Friday 7:00am to 6:00pm. Where it is more economical for schools this pass is chosen for regular school transportation. Lethbridge also transports students by charter using conventional school buses. <u>The cost for this pass is \$36 effective September 2002.</u> Maximum walking distance is 2.4 km.
Medicine Hat	\$21.50	\$37.50	\$37.50	Restricted pass is Monday to Friday 7:00am to 6:00pm. Most elementary and secondary students are transported by private charter. This pass is offered to attract new customers from private chartered service. It is not working.
Sherwood Park	\$31.50	\$33	\$43	The restricted pass is local area only (can not commute to Edmonton) and is offered Monday to Friday during school start and end times only. All secondary students are transported on public transit. The \$31.50 is paid completely by the school board. The \$33 pass is not restricted to time, but is restricted to local use only.

The only true comparison municipalities are Red Deer and Sherwood Park as they transport most secondary students on public transit service. Lethbridge can also be compared but it is important to note that Lethbridge Transit provides public transit service and a division of conventional school buses transporting all students on either system. In Medicine Hat and Grand Prairie the restricted discount pass is offered to attract new customers. In Red Deer the

Transit Department

impacts of a restricted discounted pass means a price cut for customers already using the service.

Implications for The City of Red Deer with offering a Restricted Discounted Pass

To estimate the impacts of providing a restricted discount student pass the actual proposed budget for Year 2003 has been used. The impact evaluation has been completed based on full year cost. However, if this change is made the first full year of impact would be in the Year 2004 and may be subject to possible increases.

Full Year 2003

Current Full Year Budget in 2003 \$

Expenditures	\$4,950,934
Revenue	<u>\$2,178,432</u>
Net Cost	<u><u>\$2,772,502</u></u>

Option 1 - Estimated Budget - \$21.50 Restricted Student Pass to roughly 40% of current customers

Expenditures	\$4,950,934
Revenue	<u>\$1,929,432</u>
Net Cost	<u><u>\$3,021,502</u></u>

Option 2 - Estimated Budget - Most Public School Students transported by private charter

Expenditures	\$4,397,530
Revenue	<u>\$1,507,992</u>
Net Cost	<u><u>\$2,889,538</u></u>

Comparing Current to Option 1

Expenditure Change	\$0
Revenue Change	(\$249,000)
Net Cost Change	\$249,000

Comparing Current to Option 2

Assumption = Monthly student customer base will be reduced on average to 770 from 2480. 200 of these are estimated as continuing public high school students. It is also estimated that a small number of public school students without monthly passes will generate \$123,000 in annual cash fares.

The Net Cost change indicated can be reduced by \$60,000 when 10 buses are sold. This is the depreciation cost of holding these buses as capital inventory.

Expenditure Change	(\$553,404)
Revenue Change	(\$670,440)
Net Cost Change	\$117,036

These budget projections are estimated and actual ridership situations may affect operational need and cost. If more or less buses are needed to provide service net costs may change.



Transit Department

With Option 2, the overall effect to the City has changed slightly, since the last evaluation in the fall of Year 2001, as the overall cost to operate public transit service has increased as the result of increased cost for labour; fleet insurance; increased active fleet; supplies and materials; contracted services; Transit Terminal operating costs; and adjustments to revenue and business unit categories based on actual revenues and expenditures in 2002.

Not indicated above, the impacts of a \$37 restricted discounted pass, is provided for your information. Based on all current impact estimates this would increase net tax support for public transit. The net effect would result in net tax support increasing by \$100,000. As previously indicated this level of reduced pass cost was not acceptable to Red Deer Public Schools.

The Facts Regarding Fare Subsidization and System Revenues

Following is an analysis of Transit fares and the related tax support, based on the 2003 budget.

A summary of the 2003 Transit budget:

Expenditures	\$4,950,934
Revenue (fares)	\$2,178,432
Net tax support	\$2,772,502

You will note that the net tax support is 56% of the overall cost. This means, in general terms, that every ride taken on the bus is subsidized by 56%. This may vary somewhat, depending on if the fare is paid through a cash fare, a regular pass, a student pass, a senior pass or from single ride tickets. The tax support of 56% is comparable to other transit systems in Alberta and across Canada.

If a \$21.50 restricted discount pass is offered to student customers revenue (fares) are estimated to decrease by \$249,000, based on 40% of customers choosing the restricted use pass. This portion of student customers can only be estimated until actual sales can be reviewed. If more students choose this pass the revenue loss increases and if less choose this pass revenue loss of course decreases. This estimate is also based on most middle school students and some high school students choosing the restricted pass. This situation increases the Year 2003 annual net tax support for public transit to \$3,021,502 or 61% of the overall cost to provide service. Every taxpayer in Red Deer then pays an increased portion for the discounted fare.

Current business policy for transit fares looks to customers to pay for a reasonable portion of what it costs to provide the service. Fares of course should remain rational and inline with other cities and also be acceptable in this community. First the base adult fare is set then concessions are provided to students and seniors. Currently student and senior customers receive a 14 to 15% discount from the adult fare. Discounts are also offered to all customers for pre-purchasing fares through monthly passes and sheets of 12 tickets. Monthly passes provide a 24% discount and tickets are 15% discounted. The calculation for setting prices is also based on 21 days of use times 2 rides per day, 42 rides per month. This is meant to cover riding to and from school or work for 1 month. The student pass is currently \$46 per month. For students this means that each ride costs \$1.10. If the pass is used more than 42 times each ride costs less. We consider extra rides taken as a bonus to customers choosing pre-purchased fares. Students who live 2.4 kilometers, or further, from school are also provided a

Transit Department

concession from the School District. The school district pays \$32 and the student pays \$14. When students pay the school subsidized amount each ride costs \$.33. This is inexpensive and reasonably priced transportation.

Conclusions

A restricted discounted student pass of \$21.50 is not reasonable when comparing to other Alberta cities.

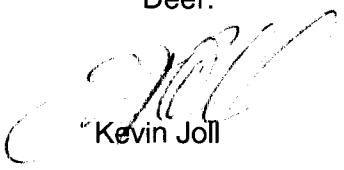
Providing a restricted discount pass for the student category, beyond current subsidization, increases the net tax cost for service, and is also unfair to other customer categories.

The cost per ride to strictly go to and from school is reasonable when you consider what it costs to provide service and the fact that each ride is already subsidized by tax support.

Recommendation

We respectfully request Council's consideration of this report and recommend that City Council:

1. Reject the request for restricted discounted student passes, from Red Deer Public Schools, as this request substantially increases the net tax support for public transit service in Red Deer.


Kevin Joll

/kj

Attachment

Letter from The Red Deer Public Schools

Comments:

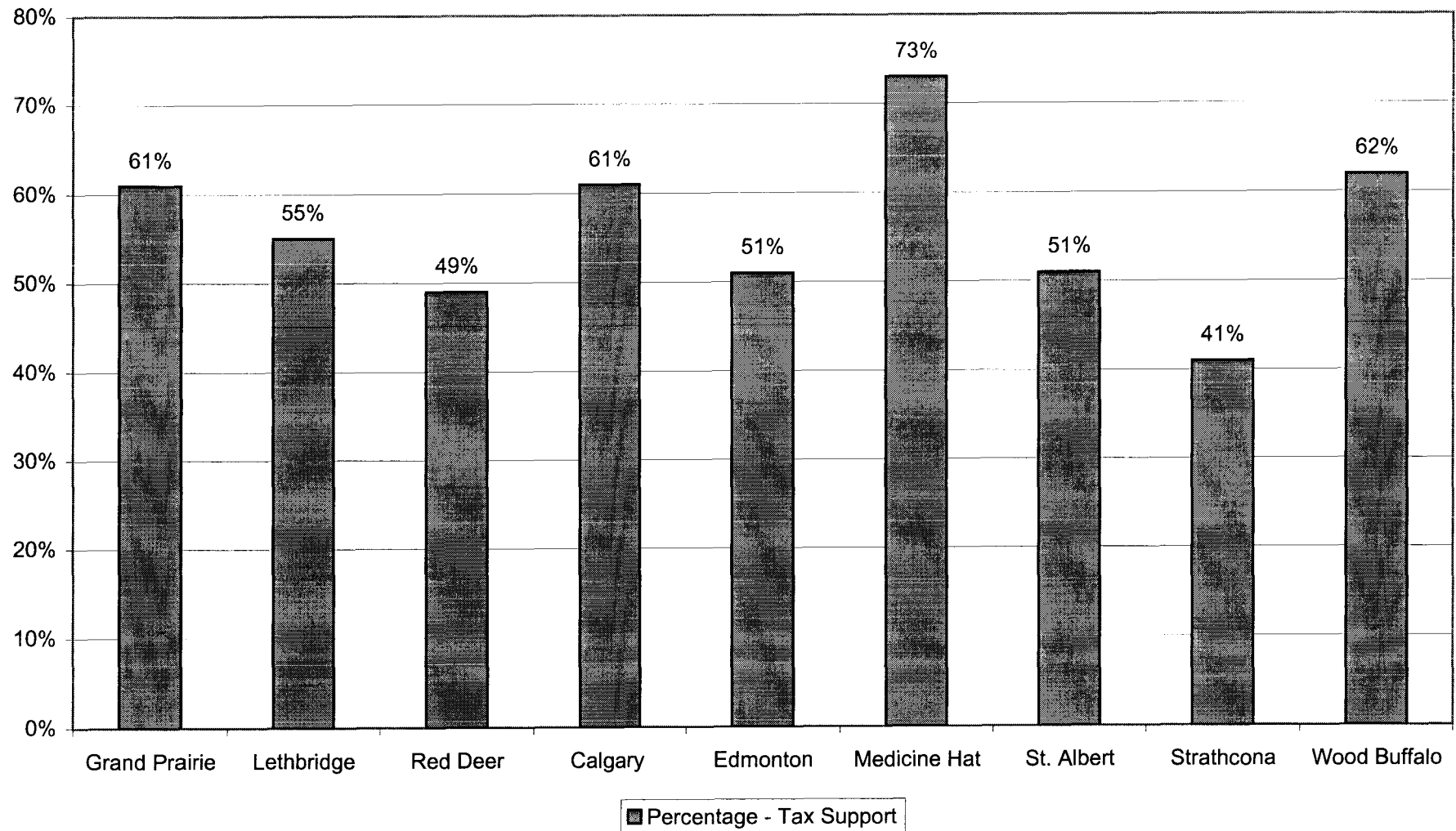
It has been a long-standing direction of Council to achieve as close to 50 percent recovery on the transit system as is possible in order to ensure that the subsidy from Red Deer taxpayers is not substantially more than half of the cost of the system. As noted in the attached report, the School Board has requested that we offer restricted passes at a rate comparable to other communities. The only comparable communities would be Sherwood Park and Lethbridge. If we were to offer a pass comparable to the \$37.00 pass in Lethbridge, the report points out that there would be an additional \$100,000 subsidy to our transit system and the rate of subsidization of the system from the 2003 general tax base would increase from 56 percent to approximately 58 percent. We acknowledge the issues that the School Board has with transporting students and the many demands on their budget. Council feels similar pressures. Given Council's long-standing direction, we cannot recommend that a restrictive pass be offered at the rate suggested.

Following is a chart outlining the 2001 operating revenue to cost ratio for several Alberta cities. This chart only reflects the operating costs and not the total cost (operating plus capital). As indicated above, the total tax base subsidization including operating and capital cost is 56 percent.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Alberta Cities - Percent of Transit Operating Cost - Paid by Tax Support
Source: CUTA 2001 Statistics





City Clerk's Department

FILE

Council Decision – December 2, 2002

DATE: December 3, 2002

TO: Kevin Joll
Transit Manager

FROM: Kelly Kloss
City Clerk

SUBJECT: Red Deer Public Schools – Request for Restricted Discounted Pass
Establishment of a Student Transportation Task Force

Reference Report:

Transit Manager, dated November 25, 2002.

Resolutions:

Resolved that Council of the City of Red Deer, having considered the correspondence from the Red Deer Public School, dated October 28, 2002 and the report from the Transit Manager, dated November 20, 2002 re: Red Deer Public School – Request for Restricted Discounted Transit Pass, hereby denies the request for Restricted Discounted Transit Pass at the rate requested.

Be it further resolved that the Council invite the Red Deer Public School District #104 and the Red Deer Catholic Board of Education, to participate in a task force to address the question of student transportation more fully. Representation on the task force to include:


- a) City of Red Deer: Two Councillors, Transportation Advisory Board Representation, Administrative Staff
- b) Public School: as determined by its Board.
- c) Catholic School: as determined by its Board.

Report Back to Council: Yes

Comments/Further Action:

- 1) Contact the Public and Catholic Schools to determine their membership on the Task Force.
- 2) Contact the Transportation Advisory Board to obtain a representative for the Task Force.
- 3) Determine the City's administrative members.
- 4) Coordinate a meeting date with the members.

Please note that Councillors Pimm and Dawson are the Council representatives on the Task Force.



Kelly Kloss
City Clerk

/chk

c City Manager
Community Services Director



FILE

CITY CLERK'S DEPARTMENT

December 3, 2002

Ms. Deb Beck
Associate Superintendent, Business Services
Red Deer Public Schools
4747 - 53 Street
Red Deer, AB T4N 2E6

Dear Deb:

Re: Request for Restricted Discounted Student Transit Pass

At the Monday, December 2, 2002 Council Meeting, Council reviewed your request for restricted discounted student transit passes and passed the following resolution:

Resolved that Council of the City of Red Deer, having considered the correspondence from the Red Deer Public School, dated October 28, 2002 and the report from the Transit Manager, dated November 20, 2002 re: Red Deer Public School - Request for Restricted Discounted Transit Pass, hereby denies the request for Restricted Discounted Transit Pass at the rate requested.

Be it further resolved that the Council invite the Red Deer Public School District #104 and the Red Deer Catholic Board of Education, to participate in a task force to address the question of student transportation more fully. Representation on the task force to include:

- a) City of Red Deer: Two Councillors, Transportation Advisory Board Representation, Administrative Staff
- b) Public School: as determined by its Board.
- c) Catholic School: as determined by its Board.

...2/

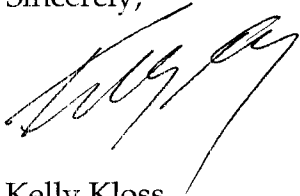
Red Deer Public Schools
December 3, 2002
Page 2

The basis of this resolution is to bring together City, Public and Catholic representatives to discuss solutions to student transportation and funding issues.

I have asked Kevin Joll, Transit Manager, to contact you and the Catholic School administration to determine the Task Force's membership and facilitate the first meeting of the group.

I look forward to the recommendations of the Task Force coming back to Council in due course. Please call if you have any questions.

Sincerely,

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

Kelly Kloss
City Clerk

KK/chk

c Mr. D. Dornstauber, Red Deer Catholic Regional Division
Transit Manager



Transit Department

DATE: November 20, 2002

FILE COPY

TO: Transportation Advisory Board


CC:

FROM: Transit Manager

SUBJECT: Red Deer Public Schools – Request for Restricted Discounted Pass

In late October a letter was forwarded from Red Deer Public Schools to Mayor Gail Surkan requesting the City to consider implementing a restricted discounted pass for students. The request indicates restricted discounted passes in other similar sized cities in Alberta and wishes the City to consider a similar pass.

The draft report to City Council is attached for your feedback and direction on policy. You will be asked to prepare a stated resolution of support or a statement that will advise Council of the Board's direction, with this matter.


Kevin Joll
/kj

Attachments

Draft Report to Council
Letter from Red Deer Public Schools

DATE: November 20, 2002

TO: City Clerk *Draft*

CC: Transportation Advisory Board

FROM: Transit Manager

SUBJECT: Red Deer Public Schools – Request for Restricted Discounted Pass

In late October a letter was forwarded from Red Deer Public Schools to Mayor Gail Surkan requesting the City to consider implementing a restricted discounted pass for students. The request indicates restricted discounted passes in other similar sized cities in Alberta and wishes the City to consider a similar pass.

Background

A similar request was forwarded to the City of Red Deer in the Fall of 2001. A number of options were considered and the impacts of these options were brought to the attention of City Council during budget deliberations for 2002. There were a number of options evaluated with differing net results. The School District's wishes were to provide transportation for middle school students to reduce costs and improve safety. Transporting middle school students by private charter, rather than on public transit, increased the City's net expense to operate by \$222,000 annually. Another consideration was a \$38 restricted pass for public transit, while adding 257 new customers, resulting in a breakeven situation in terms of net City costs. The last option looked at all, or most, public school students being transported by private charter. If this were to occur the loss of revenue for the City and decrease in expenditures also generated roughly a breakeven situation where the net cost to operate public transit did not increase. The \$38 restricted pass was not acceptable to the School District as free transportation could not be provided for their students. The loss of revenue with the loss of middle school students, with no decrease in expenses, was not acceptable to the City. No changes were recommended or made to the public transit budget for Year 2002.

A joint meeting was held in February with Public School Trustees, City Council, and Administrative Staff from both parties attending. It was agreed that we would not make any immediate changes but rather work together to find solutions that worked for both the School District and the City.

Alberta Fare Facts

In response to this request, and referencing other Alberta Cities, a complete comparison is provided. Fares indicated were effective September 2001. Some fares have been increased marginally in September 2002.

Transit Department

City	Restricted Pass	Secondary	Post Secondary	Description
Red Deer		\$45	\$45	Most secondary students use public transit service. Maximum walking distance for secondary students is 2.4 km / 1.6 km for elementary
Grand Prairie	\$20	\$43	\$43	Restricted pass is Monday to Friday 7:00am to 6:00pm. The pass is offered as an alternative to using private contracted charters. A contract for 200 transit passes for Catholic Students is now in place. Private charter transports most other students.
Lethbridge	\$34	\$42	\$42	Restricted pass is Monday to Friday 7:00am to 6:00pm. Where it is more economical for schools this pass is chosen for regular school transportation. Lethbridge also transports students by charter using conventional school buses. <u>The cost for this pass is \$36 effective September 2002.</u> Maximum walking distance is 2.4 km.
Medicine Hat	\$21.50	\$37.50	\$37.50	Restricted pass is Monday to Friday 7:00am to 6:00pm. Most elementary and secondary students are transported by private charter. This pass is offered to attract new customers from private chartered service. It is not working.
Sherwood Park	\$31.50	\$33	\$43	The restricted pass is local area only (can not commute to Edmonton) and is offered Monday to Friday during school start and end times only. All secondary students are transported on public transit. The \$31.50 is paid completely by the school board. The \$33 pass is not restricted to time, but is restricted to local use only.

The only true comparison municipalities are Red Deer and Sherwood Park as they transport most secondary students on public transit service. Lethbridge can also be compared but it is important to note that Lethbridge Transit provides public transit service and a division of conventional school buses transporting all students on either system. In Medicine Hat and Grand Prairie the restricted discount pass is offered to attract new customers. In Red Deer the

Transit Department

impacts of a restricted discounted pass means a price cut for customers already using the service.

Implications for The City of Red Deer with offering a Restricted Discounted Pass

To estimate the impacts of providing a restricted discount student pass the actual proposed budget for Year 2003 has been used. The impact evaluation has been completed based on full year cost. However, if this change is made the first full year of impact would be in the Year 2004 and may be subject to possible increases.

Full Year 2003

Current Full Year Budget in 2003 \$

Expenditures	\$4,950,934
Revenue	\$2,178,432
Net Cost	<u>\$2,772,502</u>

Option 1 - Estimated Budget - \$21.50 Restricted Student Pass to roughly 40% of current customers

Expenditures	\$4,950,934
Revenue	\$1,929,432
Net Cost	<u>\$3,021,502</u>

Option 2 - Estimated Budget - Most Public School Students transported by private charter

Expenditures	\$4,397,530
Revenue	\$1,507,992
Net Cost	<u>\$2,889,538</u>

Comparing Current to Option 1

Expenditure Change	\$0
Revenue Change	(\$249,000)
Net Cost Change	\$249,000

Comparing Current to Option 2

Assumption = Monthly student customer base will be reduced on average to 770 from 2480. 200 of these are estimated as continuing public high school students. It is also estimated that a small number of public school students without monthly passes will generate \$123,000 in annual cash fares.

The Net Cost change indicated can be reduced by \$60,000 when 10 buses are sold. This is the depreciation cost of holding these buses as capital inventory.

Expenditure Change	(\$553,404)
Revenue Change	(\$670,440)
Net Cost Change	\$117,036

These budget projections are estimated and actual ridership situations may affect operational need and cost. If more or less buses are needed to provide service net costs may change.

Transit Department

With Option 2, the overall effect to the City has changed slightly, since the last evaluation in the fall of Year 2001, as the overall cost to operate public transit service has increased as the result of increased cost for labour; fleet insurance; increased active fleet; supplies and materials; contracted services; Transit Terminal operating costs; and adjustments to revenue and business unit categories based on actual revenues and expenditures in 2002.

Not indicated above, the impacts of a \$37 restricted discounted pass, is provided for your information. Based on all current impact estimates this would increase net tax support for public transit. The net effect would result in net tax support increasing by \$100,000. As previously indicated this level of reduced pass cost was not acceptable to Red Deer Public Schools.

The Facts Regarding Fare Subsidization and System Revenues

Following is an analysis of Transit fares and the related tax support, based on the 2003 budget.

A summary of the 2003 Transit budget:

Expenditures	\$4,950,934
Revenue (fares)	\$2,178,432
Net tax support	\$2,772,502

You will note that the net tax support is 56% of the overall cost. This means, in general terms, that every ride taken on the bus is subsidized by 56%. This may vary somewhat, depending on if the fare is paid through a cash fare, a regular pass, a student pass, a senior pass or from single ride tickets. The tax support of 56% is comparable to other transit systems in Alberta and across Canada.

If a \$21.50 restricted discount pass is offered to student customers revenue (fares) are estimated to decrease by \$249,000, based on 40% of customers choosing the restricted use pass. This portion of student customers can only be estimated until actual sales can be reviewed. If more students choose this pass the revenue loss increases and if less choose this pass revenue loss of course decreases. This estimate is also based on most middle school students and some high school students choosing the restricted pass. This situation increases the Year 2003 annual net tax support for public transit to \$3,021,502 or 61% of the overall cost to provide service. Every taxpayer in Red Deer then pays an increased portion for the discounted fare.

Current business policy for transit fares looks to customers to pay for a reasonable portion of what it costs to provide the service. Fares of course should remain rational and inline with other cities and also be acceptable in this community. First the base adult fare is set then concessions are provided to students and seniors. Currently student and senior customers receive a 14 to 15% discount from the adult fare. Discounts are also offered to all customers for pre-purchasing fares through monthly passes and sheets of 12 tickets. Monthly passes provide a 24% discount and tickets are 15% discounted. The calculation for setting prices is also based on 21 days of use times 2 rides per day, 42 rides per month. This is meant to cover riding to and from school or work for 1 month. The student pass is currently \$46 per month. For students this means that each ride costs \$1.10. If the pass is used more than 42 times each ride costs less. We consider extra rides taken as a bonus to customers choosing pre-purchased fares. Students who live 2.4 kilometers, or further, from school are also provided a

Transit Department

concession from the School District. The school district pays \$32 and the student pays \$14. When students pay the school subsidized amount each ride costs \$.33. This is inexpensive and reasonably priced transportation.

Conclusions

A restricted discounted student pass of \$21.50 is not reasonable when comparing to other Alberta cities.

Providing a restricted discount pass for the student category, beyond current subsidization, increases the net tax cost for service, and is also unfair to other customer categories.

The cost per ride to strictly go to and from school is reasonable when you consider what it costs to provide service and the fact that each ride is already subsidized by tax support.

Recommendation

We respectfully request Council's consideration of this report and recommend that City Council:

1. Reject the request for restricted discounted student passes, from Red Deer Public Schools, as this request substantially increases the net tax support for public transit service in Red Deer.

Kevin Joll

/kj

Attachment

Letter from The Red Deer Public Schools



City Clerk's Department

DATE: November 26, 2002
TO: City Council
FROM: City Clerk
SUBJECT: Notice of Motion – Crime Prevention Master Plan
Councillor Jeffrey Dawson

The following Notice of Motion has been submitted by Councillor Jeffrey Dawson for Council's consideration at the Monday, December 2, 2002 Council Meeting:

"Whereas Crime Prevention Master Plans have proven valuable in the reduction of crime in jurisdictions outside of Alberta,

And whereas crime has been identified by many organizations, groups and individuals within Red Deer as being a major concern,

And whereas The City of Red Deer believes in sound planning principals when dealing with issues that affect the entire community which require careful consideration and a methodical approach towards a solution,

Therefore be it resolved that the Council of The City of Red Deer hereby request a presentation on Municipal Involvement in Community Justice and Crime Prevention by Mr. Walter Kubanek, Chief Crown Prosecutor to further educate Council on the issues within Red Deer which can be addressed by the creation of a Crime Prevention Master Plan,

Further be it resolved that administration research and provide information to Council on the jurisdictions who have created Crime Prevention Master Plans and corresponding local Crime Prevention Councils and the effectiveness they have had on the communities that have implemented them,

Further be it resolved that administration prepare a budget and terms of reference for the creation of a Crime Prevention Master Plan for The City of Red Deer and make a recommendation on the necessity to create a Crime Prevention Council or the possible use of the Policing Committee to provide the service normally provided by a Crime Prevention Council."

Kelly Kloss
City Clerk

Comments:

We concur that it would be valuable for Council to hear a presentation on the Community Justice and Crime Prevention Strategy. We recommend that a decision directing the Administration to prepare a budget in terms of reference for the creation of a Crime Prevention Master Plan be delayed until such time as Council has had an opportunity to hear the presentation and debate the merits of proceeding with such a Plan. In viewing the amount of time available to Council between now and debate on the 2003 Budget, we believe it may be difficult to receive the presentation and prepare the appropriate background materials prior to Budget debate. An alternative would be for the presentation to be heard sometime during the first quarter of 2003. Should Council decide to proceed with the initiative further, the background documents and proposed Budget would be prepared in the following months for consideration during the 2004 Budget debate. Council's direction is requested.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager



Council Decision – December 2, 2002

City Clerk's Department

FILE

DATE: December 3, 2002

TO: Supt. J. Steele
Red Deer City R.C.M.P.

FROM: Kelly Kloss
City Clerk

SUBJECT: Crime Prevention Master Plan – Presentation by Mr. Walter Kubanek

At the Council Meeting held on Monday, December 2, 2002, Council agreed to have a presentation for the Mayor and Councillors from Mr. Walter Kubanek on Municipal Involvement in Community Justice and Crime Prevention. This presentation should take place in early March, 2003, at around 4:30 p.m. here in City Hall (in Council Chambers). Here are some possible dates that might work for the Mayor and Councillors:

Monday, March 3, 2003
Monday, March 17, 2003

Please contact Mr. Kubanek to find out if any of the above dates would be suitable for him. These dates would then be submitted to Council for their approval.



Kelly Kloss
City Clerk

/chk

c Community Services Director

Nona Housenga

From: Councillor Jeffrey Dawson
Sent: November 25, 2002 10:47 PM
To: Kelly Kloss, City Clerk City; Nona Housenga
Subject: Notice of Motion - Crime Prevention Master Plan

Kelly / Nona,

Can we have the following notice of motion introduced at the next council meeting?

"Whereas Crime Prevention Master Plans have proven valuable in the reduction of crime in jurisdictions outside of Alberta,

And whereas crime has been identified by many organizations, groups and individuals within Red Deer as being a major concern,

And whereas The City of Red Deer believes in sound planning principals when dealing with issues that affect the entire community which require careful consideration and a methodical approach towards a solution,
Therefore be it resolved that the Council of The City of Red Deer hereby request a presentation on Municipal Involvement in Community Justice and Crime Prevention by Mr. Walter Kubanek, Chief Crown Prosecutor to further educate Council on the issues within Red Deer which can be addressed by the creation of a Crime Prevention Master Plan,

Further be it resolved that administration research and provide information to council on the jurisdictions who have created Crime Prevention Master Plans and corresponding local Crime Prevention Councils and the effectiveness they have had on the communities that have implemented them,
Further be it resolved that administration prepare a budget and terms of

reference for the creation of a Crime Prevention Master Plan for The City of

Red Deer and make a recommendation on the necessity to create a Crime Prevention Council or the possible use of the Policing Committee to provide the service normally provided by a Crime Prevention Council."

Jeffrey Dawson
Councillor, City of Red Deer
Work 346-3611 Home 358-5333
City E-mail: jeffreyd@city.red-deer.ab.ca
City Web: www.city.red-deer.ab.ca
Personal Web: www.jeffreyd.com

[This message has been scanned for security content threats, including computer viruses.]

BYLAW NO. 3156/YY-2002

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

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

- 1 The "Use District Maps G13 and G14" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 54/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this **4th** day of **November** 2002.

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

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

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

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



I2

77 ST

A2

I1

A2

45 AV CL

Change from :

I1 to A2 

A2 to I1 

AFFECTED DISTRICTS:

A2 - Environmental Preservation

I1 - Industrial (Business Service)

MAP No. 54/ 2002

BYLAW No. 3156 / YY - 2002

BYLAW NO. 3186/D-2002

Being a bylaw to amend Bylaw No. 3186/97 the Traffic Bylaw of The City of Red Deer.

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

Bylaw No. 3186/97 is hereby amended as follows:

- 1 By deleting Item 1 from Schedule "B", "Avenues" and replacing it with the following:

"1. 30 Avenue, from 150 metres north of 61 Street to 200 metres south of 22 Street."
2. By deleting Item 5 from Schedule "C", "Avenues" and replacing it with the following:

"5. 30 Avenue, from 200 metres south of 22 Street to the South City Limits."

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

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

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

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

MAYOR

CITY CLERK

BYLAW NO 3304/2002

WHEREAS the amount of the taxes levied or estimated to be levied for the years 2002, 2003 and 2004 by The City of Red Deer (hereinafter called "the Corporation") for all purposes is in excess of fifty million dollars (\$50,000,000.00) each year;

AND WHEREAS the Council of the Corporation deems it necessary to borrow up to the sum of twenty-five million dollars (\$25,000,000.00) from time to time to meet its current year operating expenditures and obligations until such time as the taxes levied or to be levied can be collected;

AND WHEREAS the amount of temporary loans hereby authorized to be borrowed and outstanding will not exceed the amount of annual taxes levied or estimated to be levied;

AND WHEREAS the borrowing authorized will not cause the Corporation to exceed its debt limit;

NOW THEREFORE the Council of the Corporation enacts as follows:

1. That the Corporation borrow from time to time from the Bank of Montreal (hereinafter called "the Bank") a sum not exceeding twenty-five million dollars (\$25,000,000.00) which the Council deems necessary to meet the current expenditures and obligations of the Corporation for the years 2002, 2003 and 2004 until such time as the taxes levied can be collected.
2. That the Corporation agrees to pay interest thereon, either in advance of or at maturity and in either case after maturity, at the Bank prime rate, not to exceed 10% per annum. In the event the rate that Bank prime rate did exceed 10% the loan would become payable immediately.
3. That the Corporation pledges to the Bank the whole of the unpaid taxes and penalties on taxes for the years 2002, 2003 and 2004 as collateral security for the payment of the moneys to be borrowed hereunder and interest thereon.

4. That the principal and interest owing under the borrowing authorized by this Bylaw shall be paid from general tax revenue.

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

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

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

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

MAYOR

CITY CLERK