

**FILE**

**DATE: June 8, 1993**  
**TO: All Departments**  
**FROM: City Clerk**  
**RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES**

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**S U M M A R Y   O F   D E C I S I O N S**

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL  
TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,  
**JUNE 7, 1993,**  
COMMENCING AT **4:30 P.M.**

\*\*\*\*\*

- (1) Confirmation of the Minutes of the Regular Meeting of May 25, 1993.

DECISION - MINUTES CONFIRMED

PAGE

(2) **UNFINISHED BUSINESS**

- 1) City Clerk - Re: D & M Align and Brake/Sandwich Board Sign  
Request/Land Use Bylaw Amendment 2672/H-93/Sign Bylaw Amendment  
2996/A-93 . . 1

DECISION - 1ST READING GIVEN

- 2) Director of Financial Services - Re: Planning Fund Requisitions . . 4

DECISION - APPROVED REIMBURSEMENT OF REQUISITION REDUCTION

(3) **PUBLIC HEARINGS**

- 1) City Clerk - Re: Land Use Bylaw Amendments:
  - A) 2672/E-93 - Redesignation of portion of the Rosedale Extension to create 22 Duplex Lots (44 Units) for Senior Housing
  - B) 2672/F-93 - Redesignation of all lands involved in the recent City of Red Deer Annexation under Board Order No. 20469 . . 7

(4) **REPORTS**

- 1) Land & Economic Development Manager - Re: Request for License to Occupy/Harbob Central Developments Ltd./2123 - 50 Avenue (London Drugs) . . 11

DECISION - APPROVED LICENSE TO OCCUPY

- 2) Red Deer Regional Planning Commission - Re: Future Population Scenarios . . 14

DECISION - AGREED TO FILE

- 3) Public Works Manager - Re: Landfill Agreement/County of Red Deer. 18

DECISION - APPROVED PROPOSED LANDFILL AGREEMENT

- 4) Land and Economic Development Manager - Re: City Land Sale to Peter D. Unrau (Sun-N-Fun Pools)/City Lands adjacent to Lot 8, Block 8, Plan 2976 M.C. in excess of Major Continuous Corridor Project/Removal of Reserve Designation/Road Closure Bylaw 3094/93 . . 19

DECISION - AGREED TO DISPOSAL/1ST READING GIVEN

- 5) City Clerk - Re: Disposal of Municipal Reserve/Hunting Hills High School Site . . 21

DECISION - AGREED TO FILE

- 6) Public Works Manager - Re: Roadway Maintenance/Annexed Area/Overexpenditure . . 23

DECISION - APPROVED OVEREXPENDITURE

- 7) Manager, Land and Economic Development - Re: Application to Purchase/Lot 1, Block 5, Plan 902-0499 (Edgar Industrial Park)/Swab-Tech Inc. . . 24

DECISION - APPROVED SALE AT THE OFFERED PRICE OF \$50,000.00

- 8) Fire Marshall - Re: Dangerous Goods Route Bylaw Amendment 2942/A-93 and Land Use Bylaw Amendment 2672/J-93 . . 28

DECISION - AGREED TO FILE

- 9) Environmental Advisory Board - Re: Special Places 2000 Program . . 31

DECISION - ENDORSED PRINCIPLES REFLECTED IN THE SPECIAL PLACES 2000 PROGRAM

- 10) Environmental Advisory Board - Re: Environmental Master Plan . . 36

DECISION - APPROVED THE REVISED TERMS OF REFERENCE

- 11) Finance & Audit Committee - Re: 1992 Audited Financial Statement . 43

DECISION - APPROVED THE 1992 AUDITED FINANCIAL STATEMENT

- 12) Finance & Audit Committee - Re: Water Utility Capital Funding . . 44

DECISION - AUTHORIZED THE USE OF \$500,000.00 ACCUMULATED SEWER UTILITY SURPLUS TO FUND THE WATER UTILITY DEWATERING PLANT EXPANSION

- 13) Public Works Manager - Re: Council Policy 503/Wheelchair Crossings 47

DECISION - APPROVED REVISED POLICY #503 - WHEELCHAIR CROSSINGS

(5) **CORRESPONDENCE**

- 1) Dorothy Corney, Co-ordinator 1993 Peace Run - Re: Request for Funding for Plaque "Red Deer - The City of Peace" . . 49

DECISION - DENIED FUNDING, HOWEVER APPROVED PLACEMENT OF A PLAQUE ON THE STEP COLUMNS ENTERING CITY HALL

- 2) Deanna and Jennifer McAllister - Re: Pedestrian Accident on Taylor Bridge/Safety Concerns . . 52

DECISION - TABLED FOR TWO WEEKS

- 3) Harold S. Jackson - Re: Request to allow use of portable, inflatable signs in the City of Red Deer . . 56

DECISION - TABLED FOR RECOMMENDATIONS FROM ADMINISTRATION

- 4) KO Boxing Promotions - Re: Request for Letter/E.B.W.C./Supervisors for Fight on June 12, 1993 at the Centrum/Bylaw3093/93 . . 67

DECISION - AGREED TO FILE



- 5) Trent Harris and Carol Antony - Re: 4407 - 48 Avenue/Request for Hair Salon on Lower Level of Lots 9, Block 43, Plan 157 H.W./Land Use Bylaw Amendment 2672/I-93 . . 72

DECISION - 1ST READING GIVEN

- 6) Lloyd Stayko - Re: Various Complaints . . 80

DECISION - AGREED TO FILE

- 7) Red Deer Public School District No. 104 and Minister of Education - Re: Educational Funding Equity . . 88

DECISION - AGREED TO FILE

- 8) Novacor - Re: 55 Street and 30th Avenue Intersection/Traffic Signal Proposal . . 91

DECISION - APPROVED PLACEMENT OF TRAFFIC SIGNAL

(6) **PETITIONS & DELEGATIONS**

(7) **NOTICES OF MOTION**

- 1) Alderman Campbell-Cardwell/Change of Times for Council Meetings . 96

DECISION - WITHDRAWN

(8) **WRITTEN ENQUIRIES**

(9) **BYLAWS**

- 1) 2672/E-92 - Re: Land Use Bylaw Amendment/Redesignation of portion of the Rosedale Extension to create 22 Duplex Lots (44 Units) for Senior Housing - 2nd & 3rd readings . . 7

DECISION - 2ND & 3RD READINGS GIVEN

- 2) 2672/F-93 - Re: Land Use Bylaw Amendment/Redesignation of all lands involved in the recent City of Red Deer Annexation under Board Order No. 20469 - 2nd & 3rd readings . . 7

DECISION - 2ND & 3RD READINGS GIVEN

- 3) 2672/H-93 - Re: Land Use Bylaw Amendment/D & M Align and Brake/Sandwich Board Sign Request - 1st reading . . 1

DECISION - 1ST READING GIVEN

- 4) 2672/I-93 - Re: Land Use Bylaw Amendment/4407 - 48 Avenue/Request for Hair Salon on Lower Level/Lots 9, Blk. 43, Plan 157 H.W. - 1st reading . . 72

DECISION - 1ST READING GIVEN

- 5) 2672/J-93 - Re: Land Use Bylaw Amendment/Dangerous Goods Route Definition & Sideyard Requirements in C4 District - 1st reading . . 28

DECISION - 1ST READING GIVEN

- 6) 2942/A-93 - Re: Dangerous Goods Route Bylaw - 1st reading . . 28

DECISION - 1ST READING GIVEN

- 7) 2996/A-93 - The Sign Bylaw Amendment/Sandwich Board Sign Request -  
3 readings . . . 1

DECISION - 1ST & 2ND READINGS GIVEN

- 8) 3093/93 - Re: Appoint a Boxing Commission - 3 readings . . 67

DECISION - 3 READINGS GIVEN

- 9) 3094/93 - Road Closure Bylaw - 45A Avenue/Peter D. Unrau/City Land Sale  
- 1st reading . . 19

DECISION - 1ST READING GIVEN

## **A G E N D A**

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,

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

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Drugs) . . 11

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- 9) 3094/93 - Road Closure Bylaw - 45A Avenue/Peter D. Unrau/City Land Sale - 1st reading . . 19

Committee of the Whole

- 1) Legal Opinion
- 2) Legal Opinion

UNFINISHED BUSINESSNO. 1

**DATE: MAY 26, 1993**  
**TO: CITY COUNCIL**  
**FROM: CITY CLERK**  
**RE: D & M ALIGN AND BRAKE - SANDWICH BOARD SIGN REQUEST**

---

At the Council Meeting of May 25, 1993, an application from D & M Align and Brake, to locate a sandwich board sign on the southern edge of the parking lot at 6874 - 52 Avenue, received consideration.

At the aforesaid meeting the following motion was introduced:

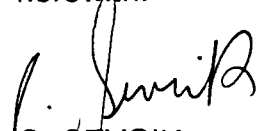
Moved by Alderman Pimm

Second by Alderman Schnell

"RESOLVED that Council of The City of Red Deer having considered request from D & M Align and Brake to locate a sandwich board sign on the southern edge of the parking lot at 6874 - 52 Avenue, hereby agrees that said request be not approved.

Council further agrees that Mr. Ryan, owner of D & M Align and Brake, be encouraged to work with his landlord in the development of a free standing sign identifying all businesses located on the site, and as recommended to Council May 25, 1993."

Prior to voting on the above motion, however, the matter was tabled in order that the Administration might bring an amending bylaw which would allow sandwich board signs to be placed in I1 areas. As requested by Council, a draft amending bylaw is submitted herewith.

  
C. SEVCIK  
City Clerk

CS/cjd



DATE: May 31, 1993

FILE NO. 93-1610

TO: City Council

FROM: Bylaws & Inspections Manager

RE: **PORTABLE SIGNS**

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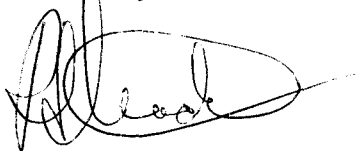
In accordance with Council's instructions, we have prepared the attached amendment to the Sign Bylaw, which will accommodate portable signs (A-Boards) in industrial areas.

We have not contacted other municipalities, regarding how this type of sign is dealt with in their bylaws, as Council wanted the amendment on their next agenda. Our concerns have not changed from those expressed on previous occasions to City Council regarding this type of sign. The mobility of these signs will result in them being located indiscriminately throughout the City and will make them difficult to control, regarding their construction and finish. For example, there is no doubt that, whether or not they are approved along arterial roads, that is where they will be located.

Also, those business located in commercial zones will make the same arguments regarding visibility that industrial sites have brought forward. By allowing them in industrial areas and C1 districts, their inclusion in C4, C3, and C2 is merely a matter of time.

To date, Red Deer has been fortunate in that portable signs have not been permitted to locate in a similar manner to other cities. Council should give careful consideration to approving any policy that would change this situation.

Yours truly,

A handwritten signature in dark ink, appearing to read 'R. Strader', with a large, sweeping flourish extending to the right.

R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

### Commissioners' Comments

In accordance with Council's direction a draft bylaw has been prepared which would allow for sandwich board signs in industrial areas. Both this item and the item with regard to inflatable signs later on the agenda deal with a larger planning issue for the community.

Historically, Council has supported a more restrictive signage policy in recognition of the fact that the aesthetics of this community are part of what sets it apart. Both of these issues impact that broader policy and Council should anticipate that should these types of signs be allowed there will undoubtedly be requests for similar types of signage including portable lighted signage, etc. of the type found in many other communities.

Accordingly, Council's direction regarding the broader policy issue is requested. At the very least it would be our recommendation that Council not allow portable signage on major arterials; that they be allowed, subject to a temporary sign permit, only on private property in industrial areas; and that signage in any other zone, particularly commercial zones, should be adequately dealt with by permanent signage. Council should recognize that in practical terms enforcement of such a bylaw is virtually impossible. Once they are allowed they will inevitably spread and we neither have the manpower nor the resources to control that spread.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

May 26, 1993

D & M Align and Brake  
#4, 6874 - 52 Avenue  
Red Deer, Alberta  
T4N 4L1

ATTENTION: MR. MIKE RYAN - OWNER

Dear Sir:

Your request for a sandwich board sign to be placed on the south edge of the parking lot at 6874 - 52 Avenue, received consideration at the Council Meeting of May 25, 1993, and at which meeting the following motion was introduced:

"RESOLVED that Council of The City of Red Deer having considered request from D & M Align and Brake to locate a sandwich board sign on the southern edge of the parking lot at 6874 - 52 Avenue, hereby agrees that said request be not approved.

Council further agrees that Mr. Ryan, owner of D & M Align and Brake, be encouraged to work with his landlord in the development of a free standing sign identifying all businesses located on the site, and as recommended to Council May 25, 1993."

Prior to voting on the above motion, the said matter was tabled to enable the Administration to bring forward a bylaw amendment which would allow sandwich board signs in I1 areas.

The decision of Council in this instance is submitted for your information and I would advise that a bylaw amendment will be brought forward for consideration at the next meeting of Council which is scheduled to be held on June 7, 1993. This office will advise you of the approximate time this matter will be reconsidered in order that you might be present.

*a delight  
to discover!*


D & M Align and Brake

Page 2

May 26, 1993

If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

cc: Bylaws and Inspections Manager

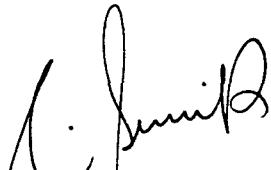
**DATE: MAY 26, 1993**  
**TO: BYLAWS AND INSPECTIONS MANAGER**  
**FROM: CITY CLERK**  
**RE: D & M ALIGN AND BRAKE - SANDWICH BOARD SIGN REQUEST**

---

Further to our correspondence to D & M Align and Brake, a copy of which is attached herewith, we would request that you prepare a bylaw amendment for Council's consideration June 7.

As noted in the correspondence to D & M Align and Brake, Council passed a resolution agreeing that a bylaw amendment be brought for consideration to allow sandwich board signs in 11 areas.

Trusting you will bring forward an amending bylaw as requested.



C. SEVCIK  
City Clerk

CS/cjd  
Encl.

cc: City Solicitor  
Senior Planner

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 8, 1993

D & M Align and Brake  
#4, 6874 - 52 Avenue  
Red Deer, Alberta  
T4N 4L1

ATTENTION: MR. MIKE RYAN - OWNER

Dear Sir,

RE: A-BOARD SIGNS/LAND USE BYLAW AMENDMENT 2672/H-93

At the Council Meeting of June 7, 1993, the above matter received further consideration with the following motion being passed:

"RESOLVED that Council of The City of Red Deer hereby agrees that A-Board signage be not allowed on major arterials; that they be allowed, only on private property in industrial areas; and that signage in any other zone, particularly commercial zones, should be adequately dealt with, by permanent signage."

In addition, Council gave first reading to Bylaw Amendment 2672/H-93, a copy of which is enclosed herewith.

This office will now proceed with preparation of advertising for a Public Hearing to be held on Monday, July, 5, 1993, commencing at 7:00 p.m. or as soon thereafter as Council may determine. The advertising is scheduled to appear June 18 and 25.

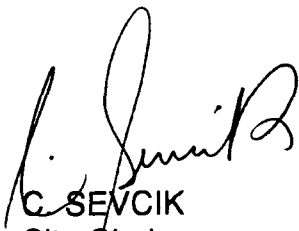
In accordance with the Land Use Bylaw you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of said advertising which in this instance is \$500.00. We will require this deposit by no later than Tuesday, June 15, 1993, in order to proceed with advertising scheduled above. Once the actual costs are known, you will be either invoiced for or refunded the balance.

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to discover!*

D & M Align and Brake  
Page 2  
June 8, 1993

I trust you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

cc: Director of Engineering Services  
Director of Community Services  
Bylaws and Inspections Manager  
Principal Planner  
Council and Committee Secretary - Sandra

NO. 2

**DATE: May 26, 1993**  
**TO: City Clerk**  
**FROM: Director of Financial Services**  
**RE: PLANNING FUND REQUISITIONS**

---

At the May 25, 1993 Council meeting, concerns were brought to Council by the Red Deer Regional Planning Commission regarding a reduction in Provincial funding of 21.6%.

The 21.6% funding reduction was caused by:

- a reduction of 20% in the Provincial contribution to the Planning Fund
- a reduction of 20% in the Province requisition to municipalities for the Planning Fund.

The funds received by the Planning Fund are used to provide funding for the various regional planning commissions.

The Red Deer Regional Planning Commission asked for Council's support by:

- asking the Minister of Municipal Affairs to maintain the municipal requisitions the same as in 1992 to soften the negative impact of the contribution cuts
- agreeing if the requisition is reduced by 20% for 1993 that the City would forward funds equivalent to the 20% reduction directly to the Commission.

The Commissioners had recommended to Council approval of payment of the reduced portion of the requisition directly to the Red Deer Regional Planning Commission for 1993 to enable essential planning services to be retained. My understanding is the Commissioners were recommending the extra taxes collected for the 1993 requisitions, no longer required because of the 20% reduction, could be submitted directly to the Red Deer Regional Planning Commission. I indicated this recommendation should be tabled to determine if the proposal was allowed under Provincial legislation.



City Clerk  
May 26, 1993  
Page 2

Section 95(1) of the Municipal Taxation Act states the municipality shall, in determining a levy of taxes to pay a requisition, deduct from the amount of the requisition the amount the taxes levied by the municipality in the previous year exceeded the requisition for the previous year. This means that in 1994 the City, in determining the levy of taxes to meet the 1994 Planning Fund requisition, will have to deduct from the taxes required any overcollection for the 1993 requisition. As a result, the City cannot turn over any excess 1993 taxes collected to pay the 1993 Planning Fund requisition to the Red Deer Regional Planning Commission.

If the 20% reduction in the requisition does occur, the requisition reduction will be:

1992 Requisition	\$ 324,225
1993 Requisition	<u>262,699</u>
Requisition Reduction	<u>\$ 61,526</u>

If Council wants to reimburse the \$61,526 to the Red Deer Regional Planning Commission, the funds would have to be provided from the 1993 Municipal Budget and would represent an overexpenditure. The overexpenditure could be offset by a transfer from accumulated surplus. In 1994 a special tax levy could be made for "Planning Purposes" to reimburse surplus for its contribution in 1993. The special levy would be offset by the 1993 overcollection brought forward to fund the 1994 Planning Fund requisition.



A. Wilcock, B. Comm., C.A.  
Director of Financial Services

AW/jt

c. Director of Community Services  
Red Deer Regional Planning Commission

Commissioners' Comments

Given Council's prior support for the full amount of the City's budgetted 1993 contribution to the Planning Commission, we would recommend that Council proceed in the manner outlined by the Director of Financial Services.

Council will recall that as a result of a motion carried at the last meeting, a condition was placed on the advancement of these monies requiring deferred or cancelled City projects to be reviewed on a priority basis once the Planning Commission's financial position is clearer.

In view of Council supporting the planned contribution for 1993, we recommend it be conditional upon the Regional Planning Commission providing the planned level of service for 1993 adjusted pro-rata to our contribution.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner



# THE CITY OF RED DEER

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

FAX: (403) 348-6195

City Clerk's Department (403) 342-8132

May 27, 1993

Red Deer Regional Planning Commission  
2830 Bremner Avenue  
Red Deer, Alberta  
T4R 1M9

ATTENTION: MR. W. G. A. SHAW, ASP MCIP - DIRECTOR

Dear Mr. Shaw:

RE: COMMISSION FUNDING  
COMMISSION SERVICES FOR 1993/94

At the Council Meeting of May 25, 1993, your memos dated May 25, 1993, pertaining to the above topics, received consideration.

Following are the motions which were passed by Council at the aforesaid meeting:

"RESOLVED that Council of The City of Red Deer having considered correspondence dated May 25, 1993, from the Director of the Red Deer Regional Planning Commission in regard to the RDRPC budget, hereby agrees to the following:

1. That City Council inform the Minister of Municipal Affairs that it supports the planning requisitions from Municipalities in ~~1992~~ <sup>1993</sup> remaining the same as in ~~1993~~ <sup>1992</sup>.
2. That City Council inform the Minister of Municipal Affairs that it supports permitting planning commissions to increase subdivision fees and recover costs through a user pay system, and requests that steps be taken immediately to initiate the legislative and regulatory changes required to effect the change."



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to discover!*

Red Deer Regional Planning Commission  
Page 2  
May 27, 1993

"WHEREAS Council of The City of Red Deer supports the recommendation that the City's 1993 contribution for planning services remain at the budgeted level.

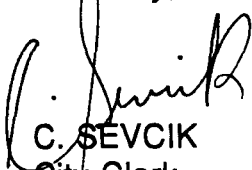
THEREFORE BE IT RESOLVED that such support be conditional on the Commission's review of all deferred or cancelled City projects on a priority basis, once their overall financial position becomes clearer."

With regard to clause 1 in the first resolution, Council did consider the recommendation to approve payment of the reduced portion of the requisition directly to the RDRPC in the event same is denied by the Minister of Municipal Affairs. However, this recommendation was tabled for consideration at the next meeting of Council pending legal clarification. In this regard, the Director of Financial Services will be submitting a report to Council for the June 7 agenda.

The decision of Council in this instance is submitted for your information and I trust you will find same satisfactory. Should you have any questions, please do not hesitate to contact the undersigned.

A copy of the letter from the Mayor to the Minister of Municipal Affairs, as directed in the first resolution, will be sent to you under separate cover.

Sincerely,



C. SEVCIK  
City Clerk

cc: City Commissioners

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 9, 1993

Red Deer Regional Planning Commission  
2830 Bremner Avenue  
Red Deer, Alberta  
T4N 1M9

ATTENTION: MR. W. G. A. SHAW, ASP, MCIP, DIRECTOR

Dear Mr. Shaw,

RE: COMMISSION FUNDING/PLANNING FUND REQUISITIONS

Further to our letter of May 27, 1993, pertaining to the above topic, I would advise that the enclosed report from the Director of Financial Services, was presented on the Council Agenda of June 7, 1993. At the aforesaid meeting, Council passed the following motion:

"RESOLVED that Council of The City of Red Deer having considered report dated May 26, 1993, from the Director of Financial Services, re: Planning Fund Requisitions, hereby agrees to reimburse the requisition reduction in the amount of \$61,526 to the Red Deer Regional Planning Commission, said funds to be provided from the 1993 Municipal budget as an overexpenditure offset by a transfer from accumulated surplus.

Council agrees that in 1994, a special tax levy, be made for "planning purposes" to reimburse surplus for its contribution in 1993. The special levy would be offset by the 1993 overcollection brought forward to fund the 1994 Planning Fund requisition.

Council further agrees that in view of Council supporting the planned contribution for 1993, same be conditional upon the Regional Planning Commission providing the planned level of service for 1993 adjusted pro-rata to The City's contribution."

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Red Deer Regional Planning Commission


Page 2

June 9, 1993

The decision of Council in this instance is submitted for your information. I would also advise that during the discussion on the above matter, members of Council requested that the Planning Commission submit a report back to Council in due course, once the overall financial position of the Commission becomes clear and specifically as to how The City's programs will be affected as a result of the down sizing due to the funding reductions.

Trusting you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

Encl.

cc: City Commissioners  
Director of Financial Services  
Director of Engineering Services  
Director of Community Services



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394  
Fax: (403) 346-1570

July 13, 1993

Mr. Charlie Sevcik  
City Clerk  
City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

Dear Sir:

**RE: COMMISSION FUNDING**

Thank you for your June 9, 1993 letter which indicates the support of Council. We very much appreciate the positive response of Council to our immediate financial concern and the support of Council of this Commission's work and services.

Your cheque, in the amount of \$61,526.00, in lieu of the 20% Alberta Planning Fund reduction, has been received and deposited into a special reserve awaiting direction from the Executive Committee on the use of such funds received from local municipalities.

Sincerely,

*Alan Williams*

*for* W.G.A. Shaw, ACP, MCIP  
Director

WGAS/js

cc: Mayor Gail Surkan

---

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTERTON No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLINWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE

PUBLIC HEARINGSNO. 1

DATE: May 31, 1993  
TO: City Council  
FROM: City Clerk  
RE: PUBLIC HEARINGS - LAND USE BYLAW AMENDMENTS 2672/E-93 AND  
2672/F-93

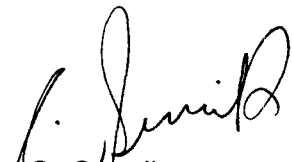
---

A Public Hearing has been advertised in regard to each of the above noted Land Use Bylaw Amendments to be held in the Council Chambers of City Hall on Monday, June 7, 1993, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

Bylaw 2672/E-93 provides for the redesignation of a portion of the Rosedale Extension to create 22 Duplex Lots (44 units) for Senior Housing.

Bylaw 2672/F-93 provides for the redesignation of all lands involved in the recent City of Red Deer annexation under Board Order No. 20469.

Maps of the areas in question are enclosed hereafter.



C. Sevcik  
City Clerk

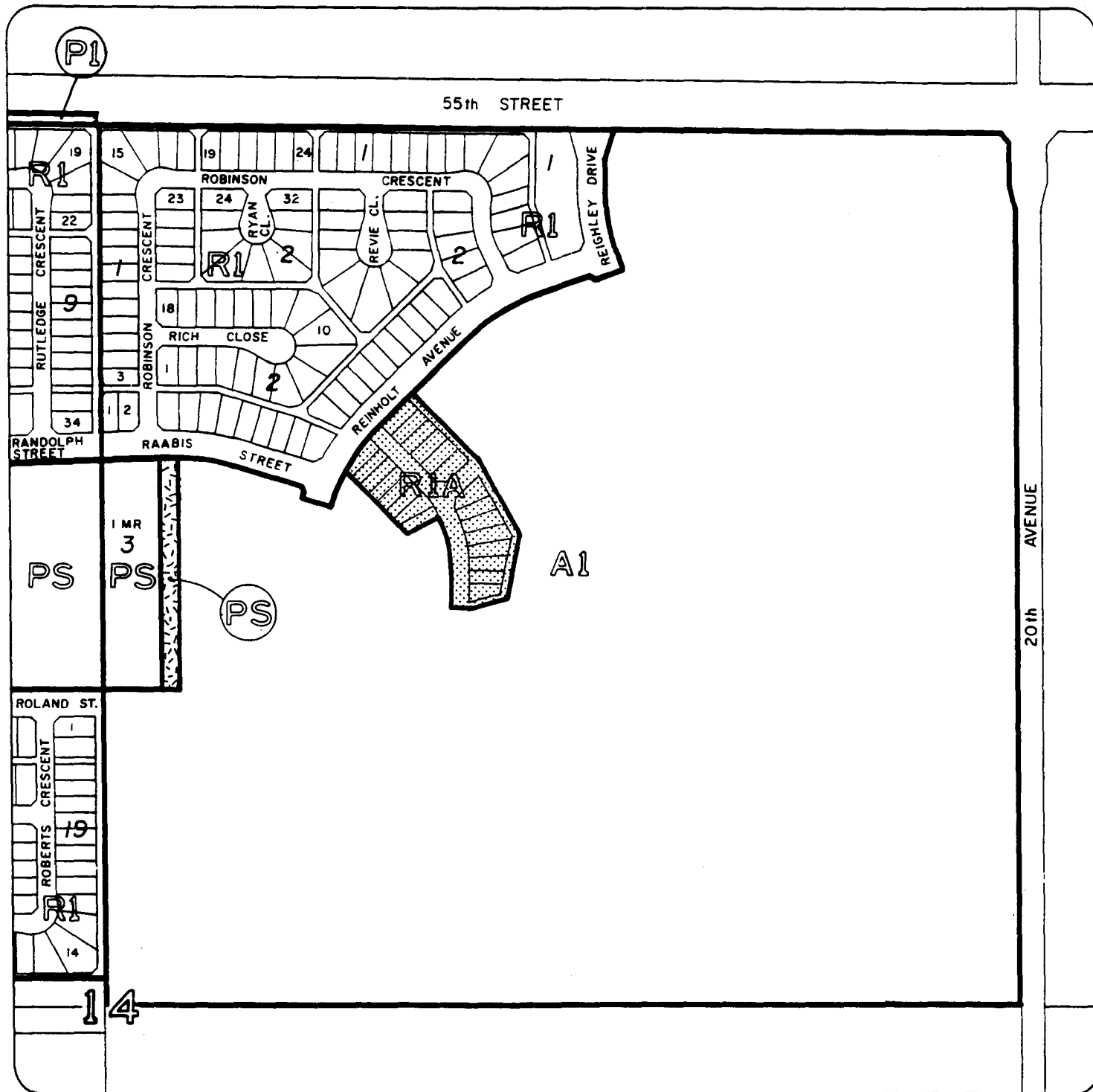
CS/ds



# City of Red Deer --- Land Use Bylaw

## Land Use Districts



L 9

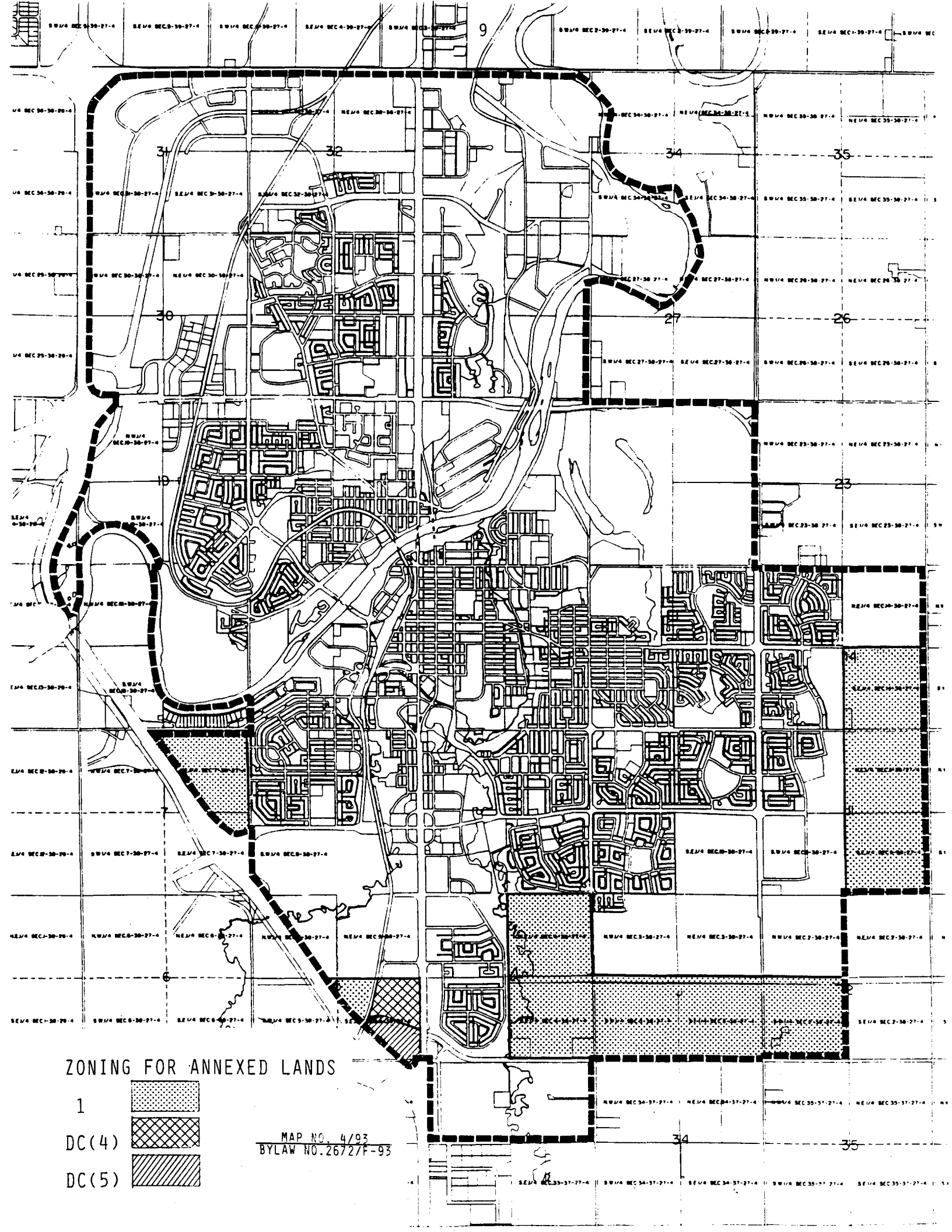


scale in metres

### Revisions :

MAP NO. 3/93  
(BYLAW NO. 2672/E-93)

Change from A1 to R1A  & PS 



# ZONING FOR ANNEXED LANDS

- 1
- DC(4)
- DC(5)

MAP NO. 4/93  
BYLAW NO. 2672/F-93

# Capitol Cities Developments Ltd.

210 RIVIERA PLAZA  
5324 CALGARY TRAIL  
EDMONTON, ALBERTA  
T6H 4J8

TELEPHONE - (403) 438-2626  
FACSIMILE - (403) 438-2632

May 28, 1993

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

THE CITY OF RED DEER	
CLERK'S DEPARTMENT	
RECEIVED	
TIME	10:20
DATE	June 1/93
BY	

Attention: C. Sevcik, City Clerk

Dear Sirs,

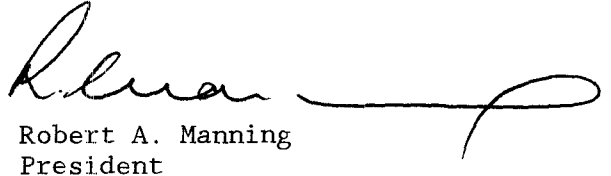
Re: Rosedale Meadows Development Inc.

Thank you for your letter of May 21, 1993 concerning the proposed land use bylaw amendment.

We have been kept apprised of the proposed land use bylaw amendments made by Rosedale Meadows Development Inc. and we fully support the application.

Yours truly,

CAPITOL CITIES DEVELOPMENTS LTD.



Robert A. Manning  
President

RAM:cls|ccd1\bylawamd.rd

cc: Bernie Blieske

**DATE: MAY 11, 1993**  
**TO: SENIOR PLANNER**  
**FROM: CITY CLERK**  
**RE: LAND USE BYLAW 2672/E-93 AND 2672/F-93**

---

Council of The City of Red Deer at its meeting held on May 10, 1993, gave first reading to the above noted bylaws.

Bylaw 2672/E-93 provides for the redesignation of a portion of the Rosedale extension to create 22 duplex lots (44 units) for senior housing.

Bylaw 2672/F-93 provides for the redesignation of all lands involved in the recent City of Red Deer annexation under Board Order 20469.

Enclosed herewith is a copy of the aforesaid bylaws. This office will now proceed with advertising for a public hearing to be held June 7, 1993.

Trusting you will find this satisfactory.

  
G. SEVCIK  
City Clerk

CS/cjd  
Encl.

cc: Director of Community Services  
Director of Engineering Services'  
Bylaws and Inspections Manager  
City Assessor  
E. L. & P. Manager  
Land and Economic Development Manager  
Fire Chief  
Public Works Manager  
Council and Committee Secretary - Cheryl/Sandra

FOLD	TO	Council & Committee Secretary Cheng	FROM	Charlie
			DEPT.	City Clerk
			DATE	May 13/93
	RE	Land Use Bylaw 2672/F-93		
	MESSAGE	<p>Please ensure that the following is notified of the Public Hearing re: the above bylaw in addition to all the other Land Owners as supplied by the Assessment Dept:</p> <p>Alberta Transportation &amp; Utilities Operational Planning Division 4<sup>th</sup> Floor Twin Atria Bldg. 4999 - 98 Avenue Edmonton Alberta T6B 2X3</p>		
FOLD	REPLY	<p>Attn: Mr. John Freeman Marsh P. Eng. Director of Special Projects</p>		



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

May 11, 1993

Beta Surveys Limited  
5205B - 54 Avenue  
Red Deer, Alberta  
T4N 5K5

ATTENTION: MR. W. FAWCETT

Dear Sir:

RE: LAND USE BYLAW AMENDMENT 2672/E-93

At the Council Meeting of May 10, 1993, first reading was given to Land Use Bylaw Amendment 2672/E-93, a copy of which is enclosed herewith for your information. Bylaw 2672/E-93 provides for the redesignation of a portion of Rosedale extension to create 22 duplex lots ( 44 units) for senior housing.

This office will now proceed with preparation of advertising for a Public Hearing to be held on June 7, 1993, commencing at 7:00 p.m. or as soon thereafter as Council may determine. The advertising is scheduled to appear in the Red Deer Advocate on Friday, May 21 and May 28, 1993. In accordance with the Land Use Bylaw, the applicant is required to deposit with the City Clerk prior to public advertising, an amount equal to the estimated cost of said advertising, which in this instance is \$475.00. We will require this deposit by no later than Tuesday, May 18, in order to proceed with the advertising scheduled above. Once the actual costs are known, you will be either invoiced for or refunded the balance.

I trust you will find this satisfactory, however, please do not hesitate to contact the undersigned if you have any questions.

Sincerely,

C. SEVCIK  
City Clerk  
CS/cjd  
Encl.

cc: Senior Planner  
Council & Committee - Cheryl/Sandra  
Secretary



RED DEER

*a delight  
to discover!*

71 Anders Close  
Red Deer, Alberta, T4R 1C2  
June 7, 1993

Red Deer City Council  
c/o C. Sevcik, City Clerk  
City Hall  
Red Deer, Alberta

Dear City Councilors and Commissioners;

Re: Land Use Bylaw Amendment (Bylaw 2672/F-93) and preservation of the Bower Natural Area

The Southern tip of the Bower Natural Area, which is privately owned and was previously in the County of Red Deer prior to the recent annexation, (circled on map below) is part of a larger area which has been consistently identified since about 1981 in City of Red Deer Recreation Master Plans and the Community Services Master Plan as an area worthy of preserving in its natural state.

Since about 1987, the forests and meadows on the Southern tip have been removed and the underlying sand has been mined. The most significant mining has been done in the past year or so to provide sand for the road bed of the Continuous Corridor.

I understand (Please correct me if I am wrong) that this proposed Land Use Bylaw Amendment to designate this Southern tip as Future Urban Development District is more or less a formality associated with the annexation into the City of this land and will not result in any actual development of this area in the near future.

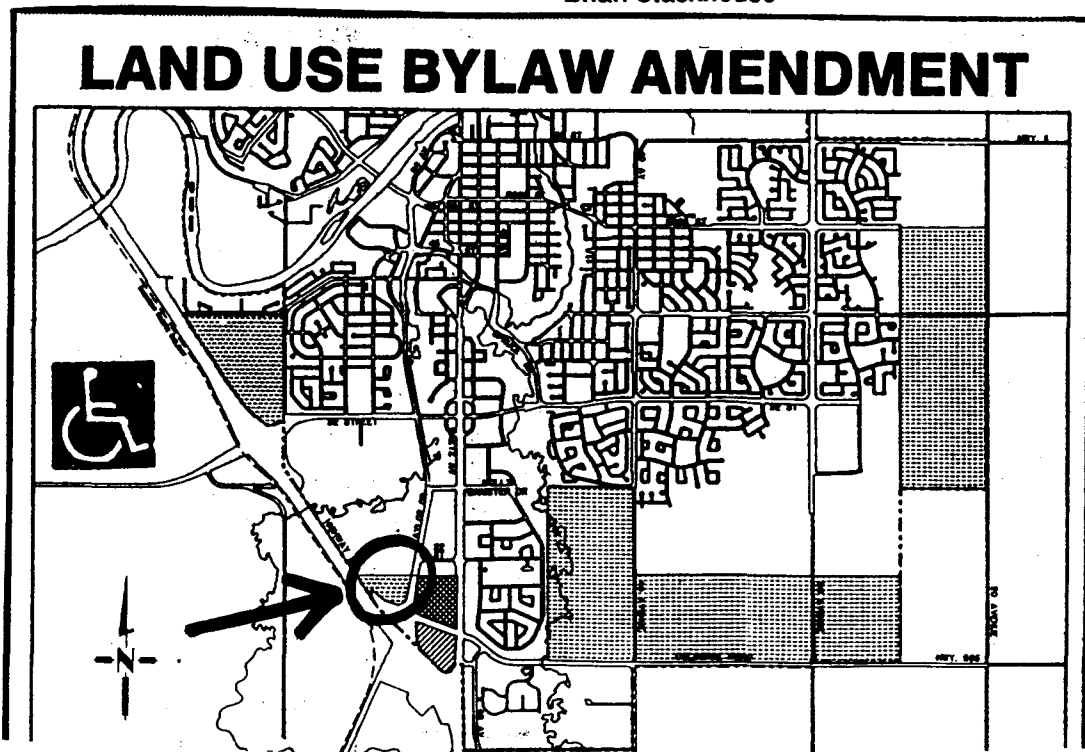
I hope that City Council will not permit any development in that area at least until the preservation of the remaining Natural Area to the North has been assured. Furthermore, I hope that the Southern tip, even though its value as a Natural Area has been devastated by the sand mining, will ultimately be reseeded to natural vegetation that will complement the adjoining Natural Area to the North. I trust that this proposed Land Use Bylaw Amendment will not preclude the possibility of restoring this area to a natural state.

Thank you for the opportunity for input.

Yours truly,



Brian Stackhouse



**DATE: JUNE 8, 1993**  
**TO: RED DEER REGIONAL PLANNING COMMISSION**  
**FROM: CITY CLERK**  
**RE: LAND USE BYLAW AMENDMENTS 2672/E-93 AND 2672/F-93**

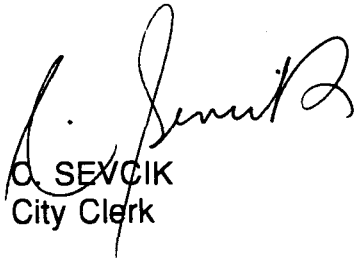
---

I would advise that Council of The City of Red Deer gave second and third reading to the aforementioned bylaw amendments at its meeting of June 7, 1993. Enclosed herewith, is a copy of each of the aforesaid bylaws.

Bylaw 2672/E-93 provides for the redesignation of a portion of the Rosedale extension to create 22 duplex lots (22 units) for senior housing.

Bylaw 2672/F-93 provides for the redesignation of all lands involved in the recent City of Red Deer annexation under Board Order #20469.

Trusting you will find this satisfactory and that you will be sending us the revised pages for inclusion in the Office Consolidation Copy at your earliest convenience.



D. SEVČIK  
City Clerk

CS/cjd  
Encl.

cc: Director of Community Services  
Director of Engineering Services  
Bylaws and Inspections Manager  
City Assessor  
Land and Economic Development Manager  
E. L. & P. Manager  
Fire Chief  
Public Works Manager



REPORTSNO. 1

**DATE: MAY 26, 1993**

**TO: CITY CLERK**

**FROM: MANAGER, LAND & ECONOMIC DEVELOPMENT**

**RE: REQUEST FOR LICENCE TO OCCUPY BY  
HARBOB CENTRAL DEVELOPMENTS LTD.  
PART OF LOT U-5, BLOCK 1, PLAN 782-1624  
2123 - 50 AVENUE (LONDON DRUGS)**

---

The attached request and plan has been circulated to various City departments for their comments (copies attached). It would appear there are no serious objections to the granting of a Licence to Occupy.

On December 30, 1987 a license agreement was signed for the use of 1.0 metre (3.28 feet); this license has remained in force to date.

Harbob Central Developments are now requesting the licensed area to be extended east by an additional 0.61 metres, for a total width of 1.61 metres (5.28 feet).

We would recommend Council of The City of Red Deer approve the requested License to Occupy subject to the following conditions.

1. Cancel existing agreement.
2. Enter into new standard License to Occupy agreement.
3. Annual license fee of \$30.00.
4. General liability insurance for \$1 million naming The City of Red Deer as Additional Insured.
5. Relocation of fence not to exceed 1.61 metres east of the property line.
6. Any damage to City utilities, as a result of fence relocation, to be the responsibility of Lessee.
7. If it becomes necessary to relocate fence for City to do maintenance on the utilities, it will be at the expense of Lessee.

Yours truly,



Alan V. Scott

LAND AND ECONOMIC DEVELOPMENT MANAGER

PAR/sw  
att.

cc: W. Lees

# Har-Bob Central Developments Ltd.

May 6, 1993

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

Attention : William F. Lees  
Land Supervisor

Dear Sir:

Re: 2111 & 2127 Gaetz Ave., Red Deer, Alta.  
Bower Subdivision adjacent to Lot U-5,  
Block 1, Plan 782-1624, in N.W. 4-38-27-4

We currently have a Lease arrangement with the City of Red Deer covering the above noted lands. The purpose of the Lease was to allow us to construct a fence on the utility right of way that exists between London Plaza and the adjoining residences. We wish to request a an additional 2' to the existing Lease. The reason for the request is for the purposes of erecting a new fence between our site and the adjoining residences. The fence which is currently located between the properties has been damaged by vehicular traffic and has been difficult to upkeep as it is too close to the property line and the distance which exists between the present fence and the curb stops does not allow for overhang on the larger trucks which utilize this area. In the event we are able to obtain this 2' area, it would be our intent to reconstruct a new fence 2' east of and paralleling the present fence line. The roadway and curb would remain where they are now and the extra 2' would then prevent vehicles from hitting this new fence.

We have tentatively made arrangements with Phoenix Construction to erect the fence should we be able to conclude an arrangement facilitating the above. I have attached a copy of the fence proposal from Phoenix Construction.

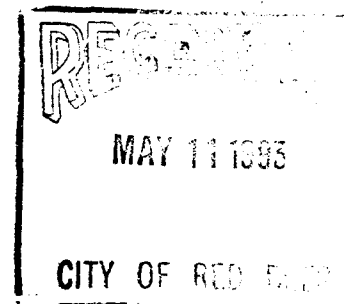
Please review the above and advise accordingly. In the interim, should you have any questions or require further information, please do not hesitate to contact me.

Thank you.  
Yours truly,  
HARBOB CENTRAL DEVELOPMENTS LTD.

  
Harvey Weiss

encl/

c.c. London Drugs - Bill Statnyk



4481 - 232nd Street, Langley, B.C. V3A 4R1  
(604) 534-2788 Fax (604) 534-1900

## SCHEDULE 'A'

We concur with the recommendations of the Land & Economic Development Manager.  
"G. SURKAN", Mayor  
"M.C. DAY", City Commissioner

**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

City Clerk's Department 342-8132

DATE: 93/06/03

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 2FAX TO: Phoenix ConstructionATTENTION: Doug DaviesTHEIR FAX NO: 341 - 3120FROM: Charlie LevickDEPARTMENT: City Clerks.

MESSAGE AREA (if required):

*a delight  
to discover!*

REPORTSNO. 1

DATE: **MAY 26, 1993**

TO: **CITY CLERK**

FROM: **MANAGER, LAND & ECONOMIC DEVELOPMENT**

RE: **REQUEST FOR LICENCE TO OCCUPY BY  
HARBOB CENTRAL DEVELOPMENTS LTD.  
PART OF LOT U-5, BLOCK 1, PLAN 782-1624  
2123 - 50 AVENUE (LONDON DRUGS)**

---

The attached request and plan has been circulated to various City departments for their comments (copies attached). It would appear there are no serious objections to the granting of a Licence to Occupy.

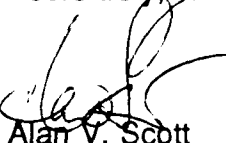
On December 30, 1987 a license agreement was signed for the use of 1.0 metre (3.28 feet); this license has remained in force to date.

Harbob Central Developments are now requesting the licensed area to be extended east by an additional 0.61 metres, for a total width of 1.61 metres (5.28 feet).

We would recommend Council of The City of Red Deer approve the requested License to Occupy subject to the following conditions.

1. Cancel existing agreement.
2. Enter into new standard License to Occupy agreement.
3. Annual license fee of \$30.00.
4. General liability insurance for \$1 million naming The City of Red Deer as Additional Insured.
5. Relocation of fence not to exceed 1.61 metres east of the property line.
6. Any damage to City utilities, as a result of fence relocation, to be the responsibility of Lessee.
7. If it becomes necessary to relocate fence for City to do maintenance on the utilities, it will be at the expense of Lessee.

Yours truly,



Alan V. Scott

LAND AND ECONOMIC DEVELOPMENT MANAGER

PAR/sw  
att.

cc: W. Lees

**DATE:** May 21, 1993  
**TO:** Land Appraiser  
**FROM:** Engineering Office Administrator  
**RE:** LOT U-5, BLOCK 1, PLAN 782-1624  
LONDON DRUGS/HARBOB CENTRAL DEVELOPMENTS LTD.  
LOT 12, BLOCK 1, PLAN 832-2478  
2123 - 50 AVENUE, RED DEER

---

We have reviewed the proposed fence relocation and have no objections, subject to the following:

1. The fence relocation is to be limited to 0.6 m east of existing fence or a total of 1.6 mm east of east property line of Lot 11.
2. The owners of Lot 11, Block 1, Plan 812-2478, will be responsible to ensure that no damage occurs to City utilities within Lot U-5, as a result of the fence relocation. There is an existing 1050 mm storm sewer located 2.7 m east of east property line of Lot 11.
3. If it becomes necessary to relocate the fence for the City to do maintenance on the utilities, it will not be at City expense.
4. The existing Licence to Occupy Agreement should be updated to include these changes.



N. Peter Anderson, C.E.T.  
Engineering Office Administrator

NPA/sab

c.c. Public Works Manager  
c.c. Development Coordinator

**DATE:** May 21, 1993

**TO:** PETER ROBINSON  
Land Appraiser

**FROM:** CRAIG CURTIS  
Director of Community Services

**RE:** LOT U-5, BLOCK 1, PLAN 782-1624  
HARBOB CENTRAL DEVELOPMENTS LTD.  
Your memo of May 12, 1993 refers.

---

I have discussed this proposal with the Parks Manager, and we have no objections from a Community Services perspective. The additional lease of 2 feet would result in an improved fence that would not obstruct vehicle movement, as is the case of the existing fence.



CRAIG CURTIS

DB\ad

c. Ron Kraft, Parks Construction/Maintenance Superintendent



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394  
Fax: (403) 346-1570

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

**DATE:** May 14, 1993

**TO:** Mr. Peter Robinson

**FROM:** Mr. Djamshid Rouhi  
Senior Planner

**SUBJECT:** LOT U-5, BLOCK 1, PLAN 782-1624  
HARBOB CENTRAL DEVELOPMENTS LTD.

---

Please be advised that we have no objection to the leasing of an additional 2.0 feet and a construction of a new fence at the new location provided that:

- the construction of the new fence does not interfere with the underground utility and its maintenance.
- the precast concrete curb stays at its present location to protect the fence.

---

D. ROUHI, ACP, MCIP  
SENIOR PLANNER

---

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINT EARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLINWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE



DATE: May 13, 1993

FILE NO. 93-1610

TO: Peter Robinson

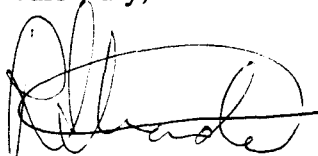
FROM: Bylaws & Inspections Manager

RE: **LOT U-5, BLOCK 1, PLAN 782-1624**  
**HARBOB CENTRAL DEVELOPMENTS LTD.**

---

In response to your memo, dated May 12, 1993, we wish to advise that we have no objections to the proposal regarding the above referenced site.

Yours truly,

A handwritten signature in black ink, appearing to read 'R. Strader', with a large, sweeping horizontal stroke across the middle.

R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

DATE: May 14, 1993

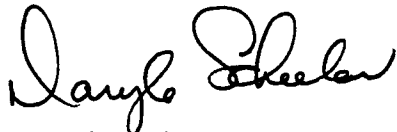
TO: Peter Robinson  
Land Dept.

FROM: Daryle Scheelar  
E. L. & P. Dept.

RE: Lot U-5, Block 1, Plan 782 1624  
Harbob Central Developments Ltd.

---

E. L. & P. have no objection to the utilization of Lot U-5 for an additional 2.0 feet for a fence.



Daryle Scheelar,  
Distribution Engineer

/jjd



**DATE: JUNE 8, 1993**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: LICENSE TO OCCUPY BY HARBOB CENTRAL DEVELOPMENTS LTD.  
PART OF LOT U-5, BLOCK 1, PLAN 782-1624, 2123 - 50 AVENUE  
(LONDON DRUGS)**

---

Your report pertaining to the above request for a license to occupy received consideration at the Council Meeting of June 7, 1993, and at which meeting Council passed the following motion in accordance with your recommendations:

"RESOLVED that Council of The City of Red Deer hereby agrees to approve the requested license to occupy by Harbob Central Developments Limited pertaining to part of Lot U - 5, Block 1, Plan 782-1624, 2123 - 50 Avenue (London Drugs), subject to the following conditions:

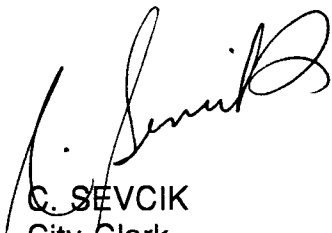
1. Cancellation of existing agreement.
2. A new standard license to occupy agreement.
3. Annual license fee of \$30.00.
4. General liability insurance for \$1,000,000.00 naming The City of Red Deer as additional insured.
5. Relocation of fence, not to exceed, 1.61 metres east of the property line.
6. Any damage to City utilities as a result of fence relocation to be the responsibility of the lessee.
7. If it becomes necessary to relocate fence for City to do maintenance on the utilities, it will be at the expense of the lessee.

and as recommended to Council June 7, 1993."

Land and Economic Development Manager  
Page 2  
June 8, 1993

The decision of Council in this instance is submitted for your information and appropriate action.

I trust you will ensure appropriate documentation is prepared and executed by both parties.



C. SEVCIK  
City Clerk

CS/cjd

cc: Director of Community Services  
Director of Engineering Services  
Bylaws and Inspections Manager  
City Assessor  
E. L. & P. Manager  
Parks Manager  
Principal Planner



RED DEER  
REGIONAL PLANNING COMMISSION

14

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

NO. 2

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394  
Fax: (403) 346-1570

May 7, 1993

To all Municipal Administrators  
in the RDRPC Region

Dear : Administrator / Manager

Re: Future Population Scenarios

Enclosed is a copy of the above document for your information and comment. As I explained to the Commission members at the April 26, 1993 meeting, the scenarios provided are based on two methods of population forecasting, the Historical Trend approach and Linear Trend Analysis. Both approaches assume that the past is a valid indicator of the future. Details of the methodologies applied are contained in the report.

As is the case with all population projections, the results are not predictions. They show the future size of the population if certain conditions occur. These results are extrapolations of population change in the past 20 years. In this case the assumptions are that what occurred in the past will occur again in the future. The analysis presented here has followed a fixed methodology which has not included assumptions on speculative developments.

If you have any concerns about the direction of the trends forecast please do not hesitate to contact me at the RDRPC office. It has been agreed that, if requested, we will provide for a further examination of information, specific to an individual community, that may have some implications for the future population growth.

Sincerely,

  
Dennis Shewfelt  
ASSOCIATE PLANNER  
Regional Planning Services

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTED EARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURN • VILLAGE OF DONALDA • VILLAGE OF ELNORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE

DATE: **MAY 27, 1993**

TO: **CHARLIE SEVCIK**  
**CITY CLERK**

FROM: **ALAN SCOTT**  
**LAND & ECONOMIC DEVELOPMENT MANAGER**

RE: **RED DEER REGIONAL PLANNING COMMISSION**  
**FUTURE POPULATION SCENARIOS**

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The document entitled FUTURE POPULATION SCENARIOS, produced by the Red Deer Regional Planning Commission, is very useful information for the Department of Land and Economic Development. The projections will assist us in making plans for future land development and provide useful demographic information for a number of brochures produced in relation to Economic Development.

Given future trends throughout North America, the LINEAR TREND ANALYSIS is probably the projection that we will favour. It is a more conservative approach to future growth and seems most appropriate when compared with recent history.

Yours truly



Alan V. Scott  
LAND AND ECONOMIC DEVELOPMENT MANAGER

AVS/sw



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394  
Fax: (403) 346-1570

**M E M O**


**DATE:** May 31, 1993  
**TO:** C. Sevcik, City Clerk  
**FROM:** Paul Meyette, Principal Planner  
**RE:** **RDRPC Future Population Scenarios**

This report reviews the expected population growth in all communities throughout the Region using the 1991 population as the base for the projections.

The City's population projections are somewhat higher than the projections used in the City's annexation. The population projections used in the City's annexation ranged from 1.7 to 2.3 percent annual growth. The current RDRPC projections range from 2.0 to 5.5 percent. It is unlikely that a 5.5% growth rate would be achievable. Planning staff suggest that the 2% growth rate be used as a planning guide, at this time.

**Recommendation**

Planning staff recommend that the population projections be accepted for information and that the lower growth rate be used for planning purposes.

  
Paul Meyette,  
Principal Planner, City Section  
PM/cc

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTERTON No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELNORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE



CS-P-4.301

**DATE:** May 31, 1993  
**TO:** CITY CLERK  
**FROM:** DON BATCHELOR  
Acting Community Services Director  
**RE:** R.D.R.P.C. - FUTURE POPULATION SCENARIOS  
Your memo of May 19, 1993 refers.

---

We have no comment on the projected population scenarios as provided by the Red Deer Regional Planning Commission, other than to indicate that Provincial grants applicable to the Community Services Division will be affected by the respective annual population increases. The 2% growth scenario is in all likelihood a more realistic growth projection.



DON BATCHELOR

:ad

- c. Colleen Jensen, Social Planning Manager  
Lowell Hodgson, Recreation & Culture Manager

Commissioners' Comments

Submitted for the information of Council.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

DATE May 19, 1993

TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES
- ☐ DIRECTOR OF ENGINEERING SERVICES
- ☐ DIRECTOR OF FINANCIAL SERVICES
- ☐ BYLAWS & INSPECTIONS MANAGER
- ☐ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☒ ECONOMIC DEVELOPMENT MANAGER
- ☐ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☐ FIRE CHIEF
- ☐ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☐ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☒ PRINCIPAL PLANNER
- ☐ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE: RDRPC Future Population Scenarios

Please submit comments on the attached to this office by May 31

for the Council Agenda of June 7 (if necessary)

  
C. SEVCIK  
City Clerk

**DATE: JUNE 8, 1993**

**TO: ASSOCIATE PLANNER - DENNIS SHEWFELT**  
**REGIONAL PLANNING SERVICES**

**FROM: CITY CLERK**


**RE: FUTURE POPULATIONS SCENARIOS**

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Your covering letter of May 7, 1993, and a copy of the above noted document were presented on the Council Agenda of June 7, 1993, for Council's information. In this regard, I am also enclosing, herewith, the Administrative comment which was received for inclusion on the said agenda.

The above noted information was accepted by Council and agreed that same be filed.

We thank you for this information.



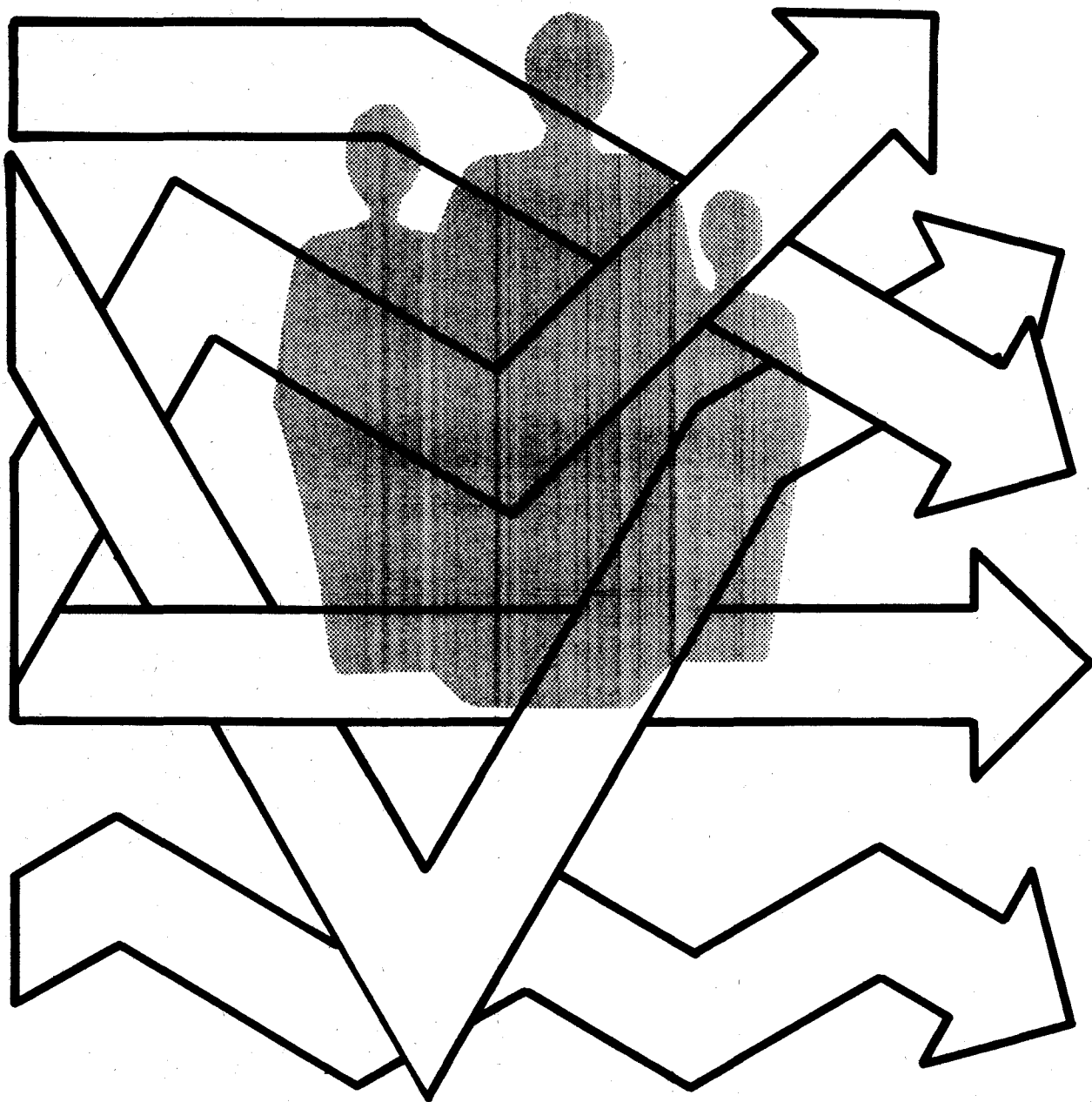
C. SEVCIK  
City Clerk

CS/cjd  
Encl.

cc: Land and Economic Development Manager  
Principal Planner  
Director of Community Services

# FUTURE POPULATION SCENARIOS

RDRPC  
APRIL 1993



# FUTURE POPULATION SCENARIOS

## RED DEER REGIONAL PLANNING COMMISSION

April 1993

### INTRODUCTION

The completion of the 1991 Federal Census provides an opportunity to revisit past population projections and evaluate their respective performance. It also presents the opportunity to extend the projections from a more recent and common base year for all member municipalities.

This report utilizes two common approaches to population projections. Results from both approaches are provided for information purposes. This permits individual municipal evaluation of the suitability of each approach to the specific circumstances present in each municipality. **As with all population projections, the following results are not predictions. They show the future size of the population if certain conditions occur. The results are extrapolations of population change in the past 20 years.**

### APPROACHES

#### HISTORICAL TREND ANALYSIS

This approach assumes that the past is a valid indicator of the future. In this case the previous twenty year period (1971 - 1991) was utilized. The annually compounded percentage change necessary to attain the present population was calculated, beginning with the 1971 population. A rate of change which was specific to each community was determined and applied to the 1991 population to project future population totals.

Results obtained through this method may in some instances appear overly optimistic. However, this is because some communities experienced extremely high growth rates during the 1976 to 1981 period. Calculating the annual rate of change over a twenty year period tends to balance this high growth period to some extent, however some of the influence still remains.

#### LINEAR TREND ANALYSIS

This approach also relies on the past as an indicator of the future, but it provides the most recent five, ten and fifteen year intervals with differing levels of significance with respect to the future population. The application utilizes a standard methodology which when expressed as a formula appears as follows;

$$P_{1996} = P_{1991} + [(P_{1991} - P_{1976})/3 + (P_{1991} - P_{1986})]/2$$

where P = population of the year noted.

Each subsequent period utilizes the preceding five year interval population, as the most important contributing factor to the current projection period. In other words, the forecast for 2001 utilizes the projected 1996 population as a starting point.

## **SUMMARY**

Neither approach used in this report examined speculative growth in the region or the municipalities, but are dependent on high and low growth periods of the past twenty years as indicators of the future. Since the linear trend approach does not place as much emphasis on the boom years as the historical approach it would have to be considered the more conservative of the two. Given the current economic climate and recent growth performance it would appear that the linear projection is the most realistic. The historical approach is still influenced, in some communities, to a significant degree by the high growth periods of the late 1970's, which are unlikely to return.

## **MUNICIPAL ANALYSIS**

This analysis has standardised on the 1991 Statistics Canada census information. The approaches used in this report are mathematical in nature and do not take into account the various local influences on population growth or decline. To do so in the context of a region with 44 municipalities becomes very complex and time consuming. In recognition of this, any member community that desires a more detailed examination of the specific local influences may contact the R.D.R.P.C. Arrangements will be made to provide a more comprehensive projection for the community, based on local influences and census information from local sources, as well as the information provided in the present forecasts.

## **REGIONAL ANALYSIS**

In 1991 the population of the R.D.R.P.C. area was 162,630. Population growth is forecast to reach between 210,920 and 283,274 by the year 2011. This range in growth represents two different types of mathematical analysis on growth between 1971 and 1991. The range is displayed on Graph 1. The historical analysis is more optimistic than the linear one due to the influence of the high rates of growth experienced during the late 1970's. The linear trend approach places less emphasis on the growth rates from that period of time.

In percentage terms, the average annual growth rate forecast is 3.7% using historical analysis and 1.5% using the linear trend approach. This compares to a growth rate of 3.0% experienced over the preceding 20 years. The economic times have changed dramatically and the forecasts prepared attempt to recognize this. Clearly the historical growth projection is more optimistic than current economic indicators would appear to warrant. The linear trend analysis does fall within the growth rate projected for the province as a whole. Alberta Bureau of Statistics (April 1993) projected the average annual provincial growth to be between 1.3% and 2.1%.

## **URBAN RURAL COMPARISON**

Projections for the urban centres show the historical trend projection as being higher than that projected by the linear trend approach. In the case of the rural municipalities the opposite situation occurs, as the linear projection is greater than the historical trend. This may relate to the growth rates experienced by the two types of communities. Urban centres tended to grow rapidly during the 1970's and slowly during the 1980's. The rural municipalities grew at a slower rate overall. As the two methods place differing levels of emphasis on different growth periods, the varying growth rates influence the projection. Linear trend analysis views the most recent period as being the most important in terms of future growth. Thus municipalities which grew more in the most recent time period are projected to have higher growth. Since the urban communities grew more in the 1970's this trend is not given a high degree of significance for the 1990's, using the linear method.

## **USE OF PROJECTIONS**

Projecting population for small communities is very difficult due to the uncertainty surrounding the influences of economic change on migration. Economic change is a primary determinant in population growth as it controls the flow of migration into or out of the communities. Small communities are not large enough to influence the general economy on their own, but are dependent upon it. The age structure within a community also has a direct bearing on the future population. Retirement, education and health considerations influence where people choose to live.

Projecting population growth in summer villages presents a different set of concerns. Statistics Canada only counts permanent residents in the census not seasonal ones. However, a large portion of summer village residents are seasonal in nature. Also growth within a summer village can be influenced more by an effective marketing program, offering a different lifestyle, than by the traditional considerations of economic change or demographic factors.

Small changes in numerical terms can often appear very dramatic when expressed as a percentage change. For example, the Summer Village of White Sands grew from 2 to 21 between 1986 and 1991, or a 950% change.

For these reasons the population projections provided in this report, especially for summer villages and communities under 300 population, should be viewed with caution since unforeseen circumstances over the longer term may have a dramatic effect on the actual population growth rate.

The following Tables 1 through 7 provide the results of the historical and linear trend analysis. Table 1 presents a comparison of the projected urban, rural, regional and provincial population projections. Tables 2 through 7 present the municipal results according to the rural municipal boundaries.

TABLE 1  
REGIONAL POPULATION PROJECTIONS 1991 TO 2011  
URBAN AND RURAL COMPARISON

	1991	1996	2001	2006	2011	AVG ANNUAL % CHG
	ACTUAL	PROJECTED POPULATION				
TOTAL URBAN	110639	131053	155660	185382	221366	5.0%
	110639	121091	130687	139849	149298	1.7%
TOTAL RURAL	51991	54246	56643	59194	61908	1.0%
	51991	54471	56778	59206	61622	0.9%
TOTAL REGION	162630	185298	212303	244576	283274	3.7%
		175562	187465	199055	210920	1.5%
ALBERTA**	2545553	2714300	3024800	3167800	3587200	2.0%

1991 Statistics Canada, Census of Canada

\*\* Alberta Bureau of Statistics, Population projections 1991 - 2021

April 1993, Series 9 used for reference puposes.

Linear trend projections are reported in shaded entries.

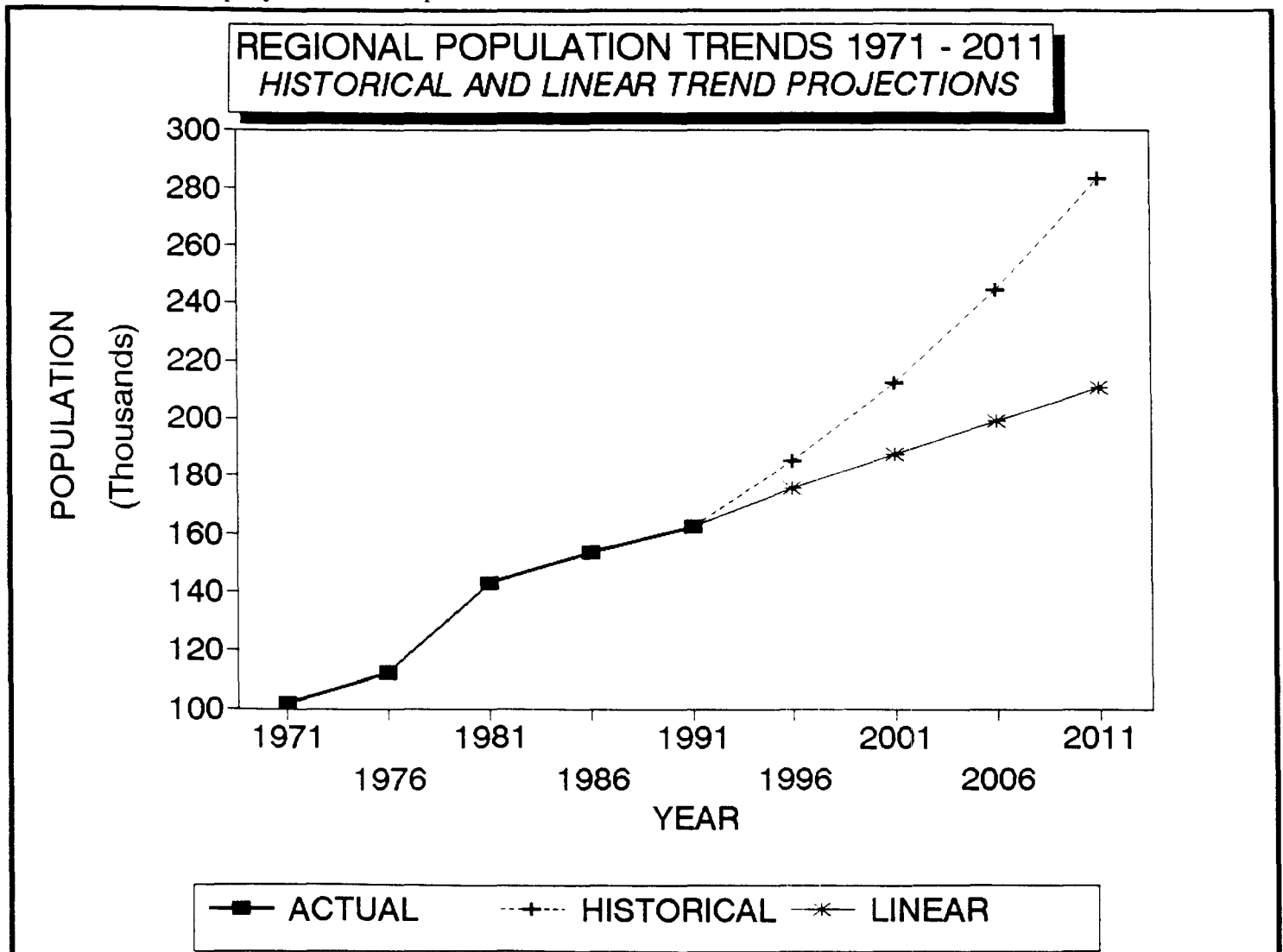




TABLE 2

POPULATION PROJECTIONS 1991 TO 2011  
HISTORICAL AND LINEAR TREND APPROACHES

MUNICIPALITY	April 1993					AVG ANNUAL % CHG
	1991	1996	2001	2006	2011	
	ACTUAL	PROJECTED POPULATION				
Lacombe No.14	9283	9604	9935	10279	10634	0.7%
		9643	9967	10314	10659	0.7%
Alix	782	848	920	998	1082	1.9%
		795	795	795	798	0.1%
Bentley	840	906	977	1054	1136	1.8%
		858	873	885	899	0.4%
Birchcliff	63	NA	NA	NA	NA	NA
		80	92	106	120	4.5%
Blackfalds	1769	2092	2475	2927	3462	4.8%
		1934	2090	2236	2386	1.7%
Clive	414	471	536	610	694	3.4%
		470	515	564	614	2.4%
Eckville	899	971	1049	1133	1225	1.8%
		943	977	1015	1053	0.9%
Gull Lake	108	127	149	174	205	4.5%
		114	122	130	137	1.3%
Half Moon Bay	51	57	64	72	81	2.9%
		64	75	86	97	4.5%
Lacombe	6934	8264	9850	11740	13993	5.1%
		7862	8705	9561	10428	2.5%
Mirror	478	511	547	585	626	1.5%
		487	488	485	485	0.1%
Sunbreaker Cove	76	NA	NA	NA	NA	NA
		106	139	172	204	8.4%
TOTAL (Historical)	21697	23852	26502	29572	33137	2.6%
(Linear)		23332	24810	26314	27840	1.4%

Linear trend projections are reported in shaded entries.

NA = Data insufficient for methodology

TABLE 3

POPULATION PROJECTIONS 1991 TO 2011  
HISTORICAL AND LINEAR TREND APPROACHES

MUNICIPALITY	April 1993					AVG ANNUAL
	1991	1996	2001	2006	2011	
	ACTUAL	PROJECTED POPULATION				% CHG
Red Deer No.23	15049	15690	16359	17056	17783	0.9%
		15906	16708	17575	18430	1.1%
Bowden	923	1046	1185	1343	1521	3.2%
		945	948	947	950	0.1%
Delburne	564	621	684	754	831	2.4%
		582	592	600	610	0.4%
Elnora	265	280	296	312	330	1.2%
		284	299	316	333	1.3%
Innisfail	5700	7023	8652	10659	13133	6.5%
		6250	6692	7105	7546	1.6%
Jarvis Bay	33	NA	NA	NA	NA	NA
		26	27	22	18	-2.3%
Norglenwold	186	273	401	589	865	18.3%
		244	300	359	418	6.2%
Penhold	1590	2178	2982	4084	5593	12.6%
		1731	1835	1930	2033	1.4%
Sylvan Lake	4197	5344	6804	8663	11030	8.1%
		4720	5139	5548	5979	2.1%
Red Deer	58134	69987	84258	101438	122120	5.5%
		64314	70390	76089	81931	2.0%
TOTAL (Historical)	86641	102442	121621	144898	173206	5.0%
(Linear)		95002	102930	110492	118249	1.8%

Linear trend projections are reported in shaded entries.

NA = Data insufficient for methodology.

TABLE 4

POPULATION PROJECTIONS 1991 TO 2011  
HISTORICAL AND LINEAR TREND APPROACHES

MUNICIPALITY	April 1993					AVG ANNUAL
	1991	1996	2001	2006	2011	
	ACTUAL	PROJECTED POPULATION				% CHG
Mountain View No.17	9951	10371	10809	11265	11741	0.9%
		10698	11383	12142	12886	1.5%
Carstairs	1645	1921	2244	2621	3061	4.3%
		1751	1831	1904	1985	1.0%
Cremona	393	474	571	689	830	5.6%
		439	472	507	544	1.9%
Didsbury	3355	3909	4554	5306	6181	4.2%
		3641	3875	4107	4348	1.5%
Olds	5542	6273	7101	8037	9098	3.2%
		6192	6746	7336	7930	2.2%
Sundre	1834	2172	2571	3045	3605	4.8%
		2018	2155	2298	2447	1.7%
TOTAL (Historical)	22720	25120	27850	30962	34516	2.6%
(Linear)		24738	26462	28294	30139	1.6%

Linear trend projections are reported in shaded entries.

TABLE 5

**POPULATION PROJECTIONS 1991 TO 2011  
HISTORICAL AND LINEAR TREND APPROACHES**

MUNICIPALITY	April 1993					AVG ANNUAL
	1991	1996	2001	2006	2011	
	ACTUAL	PROJECTED POPULATION				% CHG
Stettler No.6	5251	5321	5392	5464	5537	0.3%
		5341	5427	5509	5593	0.3%
Big Valley	303	302	302	301	300	-0.0%
		300	289	282	275	-0.5%
Botha	174	200	231	266	306	3.8%
		178	181	182	184	0.3%
Donalda	221	218	216	213	211	-0.2%
		211	194	177	161	-1.4%
Gadsby	26	22	19	17	14	-2.2%
		19	10	2	0	-5.0%
Rochon Sands	37	43	50	59	68	4.2%
		41	44	47	51	1.9%
Stettler	4947	5164	5390	5625	5872	0.9%
		4981	4971	4939	4922	-0.0%
White Sands	21	NA	NA	NA	NA	NA
		34	46	59	72	12.1%
TOTAL (Historical)	10980	11271	11599	11944	12308	0.6%
(Linear)		11104	11162	11198	11259	0.1%

Linear trend projections are reported in shaded entries.

NA = Data insufficient for methodology.

TABLE 6

POPULATION PROJECTIONS 1991 TO 2011  
HISTORICAL AND LINEAR TREND APPROACHES

MUNICIPALITY	April 1993					AVG ANNUAL
	1991	1996	2001	2006	2011	
	ACTUAL	PROJECTED POPULATION				% CHG
Paintearth No.18	2324	2218	2116	2019	1927	-0.9%
		2220	2122	2020	1919	-0.9%
Castor	933	882	835	789	747	-1.0%
		839	744	650	555	-2.0%
Coronation	1184	1276	1376	1483	1598	1.8%
		1119	1054	979	908	-1.2%
Halkirk	150	154	158	161	165	0.5%
		153	154	157	159	0.3%
TOTAL (Historical)	4591	4530	4484	4453	4437	-0.2%
(Linear)		4331	4075	3806	3541	-1.1%

Linear trend projections are reported in shaded entries.

TABLE 7

POPULATION PROJECTIONS 1991 TO 2011  
HISTORICAL AND LINEAR TREND APPROACHES

MUNICIPALITY	April 1993					AVG ANNUAL
	1991	1996	2001	2006	2011	
	ACTUAL	PROJECTED POPULATION				% CHG
Clearwater No.99	10133	11042	12032	13111	14287	2.0%
		10663	11171	11645	12135	1.0%
Caroline	407	426	446	467	489	1.0%
		432	444	463	483	0.9%
Rocky Mountain House	5461	6360	7408	8627	10048	4.2%
		5939	6384	6807	7243	1.6%
TOTAL (Historical)	16001	17828	19885	22205	24823	2.8%
(Linear)		17033	17999	18916	19861	1.2%

Linear trend projections are reported in shaded entries.

NO. 3

FILE: gord\memos\cnty-sws.cc

**DATE:** May 20, 1993  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE:** **LANDFILL AGREEMENT - COUNTY OF RED DEER**

---

Attached are two copies of the proposed agreement between the County and the City regarding the use of The City of Red Deer Landfill Site by a portion of the residents within the County of Red Deer.

This agreement is to bring the County into compliance with Council's direction that all haulers from outside the city of Red Deer should do so under a written agreement with the City. We have similar agreements with the towns of Sylvan Lake and Penhold.

Please present this agreement to Council for their consideration.

**RECOMMENDATION**

We respectfully recommend that Council approve the proposed Landfill Agreement between The City of Red Deer and the County of Red Deer.



Gordon Stewart, P. Eng.  
Public Works Manager

/blm

c Director of Engineering Services

Att.

Commissioners' Comments

We concur with the recommendations of the Public Works Manager.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_, 1993.

BETWEEN:

**THE CITY OF RED DEER**  
("the City")

-and-

**THE COUNTY OF RED DEER NO. 23**  
("the County")

### **BACKGROUND**

The County wishes to dispose of its garbage at a sanitary landfill site owned and operated by the City and the City is prepared to agree to this on the terms and conditions contained in this agreement.

NOW THEREFORE the parties agree as follows:

### **Definitions**

1. In this Agreement, the following words shall have the following meanings:
  - (a) "Dangerous Goods" means any product, substance or organism specified, or included by its nature in any of the classes listed in the regulations under the Transportation of Dangerous Goods Control Act;
  - (b) "Garbage" means any animal or vegetable matter, which has been used or intended for use as food;
  - (c) "Hazardous Waste" - shall be as defined in the "Hazardous Chemicals Act";

- (d) "Refuse" means any waste, rubbish, trash or discarded material or object whatsoever, including without limiting the generality of the foregoing waste produced in the process of constructing, altering or repairing a building and includes earth, vegetation, clay, silt, sand or rock displaced in the process of building; and
- (e) "Special Waste" means waste, other than garbage, ashes, refuse, hazardous waste and dangerous goods, which requires special disposal treatment at the disposal site.

### **Use of City Landfill Site**

- 2. The City agrees that the County shall be entitled to use the City landfill site to dispose of its garbage, refuse and Special Waste subject to such City regulations as may be in force from time to time.
- 3. In addition, private citizens who live in the County may dispose of personal residential garbage at the City landfill site under the same conditions as the County.
- 4. Notwithstanding the foregoing, the County shall be entitled to dispose only of garbage, refuse and Special Waste which originates from areas 2, 6 and 7 of the County as set out on Schedule "A" attached or from such other portions of the County as the parties may agree to in writing from time to time.
- 5. The County shall pay the City for garbage, refuse and Special Waste delivered to the City landfill site, whether delivered by the County or by its contractors, at the following rates:
  - (a) for demolition, rubble and trees, \$25.00 per metric tonne;
  - (b) for liquid waste, \$25.00 per metric tonne;
  - (c) for commercial and residential refuse, \$25.00 per metric tonne; and
  - (d) for Special Waste, \$45.00 per metric tonne.



6. The City shall have the right to change the rates payable by the County hereunder from time to time.

#### **Restrictions on Use**

7. The County shall not be entitled to dispose of any Dangerous Goods, Hazardous Waste, car bodies or other waste declared by the City in future not to be acceptable waste for the landfill site. If the County has any questions as to the acceptability of garbage or refuse being hauled it shall contact the City.

#### **Hours of Operation**

8. The County acknowledges that the hours of operation of the City landfill site are subject to change from time to time and at present those hours are as follows:
  - (a) Summer hours: May 1 to October 31, 7:00 a.m. to 7:30 p.m., Monday through Friday, and 7:00 a.m. to 5:30 p.m. on Saturdays;
  - (b) Winter hours: November 1 to April 30, 7:00 a.m. to 5:30 p.m., Monday through Saturday; and
  - (c) Closed days: Sundays, Christmas Day and New Years Day.
9. All haulers of garbage, refuse and Special Waste contracted to or employed on behalf of the County shall abide by the directions and instructions given by the City representative at the landfill site, or by the landfill contractor's personnel. If such persons or contractors fail to follow the directions or instructions given by City representatives, then the City shall be entitled to refuse entry to the Landfill site to such persons or contractors in future.
10. All garbage, refuse and Special Waste hauled to the landfill site by the County shall be transported via Highway 2 and the Delburne Road, or any other route which will not involve vehicles travelling through the City.

**Term of Agreement**

11. This agreement shall remain in force from year to year until it is terminated. Either party may terminate this agreement on 6 months notice.
12. Time shall be of the essence of this agreement and this agreement shall enure to the benefit of and be binding upon and enforceable by the parties hereto, their respective administrators, successors and assigns.

IN WITNESS WHEREOF the Parties hereto by their proper officers have executed the within agreement the day and year above written.

**THE CITY OF RED DEER**

Per: \_\_\_\_\_  
(Mayor)

Per: \_\_\_\_\_  
(City Clerk)

**COUNTY OF RED DEER NO. 23**

Per: Maurice Lewis  
(Reeve)

Per: R. D. McKee  
(Secretary)



SCHEDULE A

UNIT 1 OF LACUMBE NO. 14

LACUMBE ALBERTA

SECTION 14

SECTION 15

SECTION 16

SECTION 17

SECTION 18

SECTION 19

SECTION 20

SECTION 21

SECTION 22

SECTION 23

SECTION 24

SECTION 25

SECTION 26

SECTION 27

SECTION 28

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SECTION 79

SECTION 80

SECTION 81

SECTION 82

SECTION 83

SECTION 84

SECTION 85

SECTION 86

SECTION 87

SECTION 88

SECTION 89

SECTION 90

**DATE: JUNE 8, 1993**  
**TO: PUBLIC WORKS MANAGER**  
**FROM: CITY CLERK**  
**RE: LANDFILL AGREEMENT - COUNTY OF RED DEER**

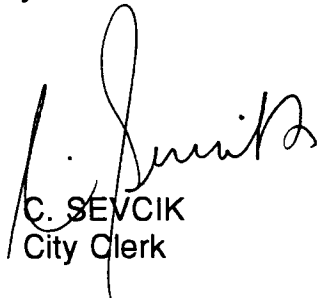
---

I would advise that your report pertaining to the above topic was presented on the Council Agenda of June 7, 1993, and at which meeting Council passed the following motion approving this agreement:

"RESOLVED that Council of The City of Red Deer hereby approves the proposed landfill agreement between The City of Red Deer and The County of Red Deer and as presented to Council June 7, 1993."

The decision of Council in this instance is submitted for your information. Once the contract is fully executed we will ensure that you will receive a copy.

We will keep one copy of the original and the other we will send to the County. We trust you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/cjd

cc; Director of Engineering Services  
Director of Financial Services

NO. 4

DATE: May 19, 1993

TO: City Clerk

FROM: Land and Economic Development Manager

RE: **CITY LAND SALE TO PETER D. UNRAU (SUN-N-FUN POOLS)  
CITY LANDS ADJACENT TO LOT 8, BLOCK 8, PLAN 2976 M.C.  
IN EXCESS OF MAJOR CONTINUOUS CORRIDOR PROJECT**  
(See attached map)

City Council approved the sale of those City-owned lands cross-hatched on the attached map to Mr. P. Unrau for consolidation with his Lot 8. To proceed with the registration of the proposed legal survey plan, City Council approval of the following is required:

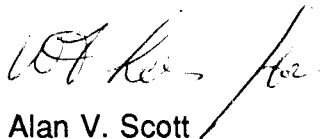
1. Removal of the Reserve designation from that portion of Lot R-5, Plan 5365 N.Y. that is being purchased by Mr. Unrau.
2. Closure of that portion of 45A Avenue that is being purchased by Mr. Unrau.

Mr. Unrau has signed a land sale agreement and paid in full for the land being purchased from The City of Red Deer.

### **Recommendation**

In accordance with the Municipal Government Act and the Planning Act, City Council approve the disposal of Reserve and closure of 45A Avenue as per the following description:

1. Disposal of Reserve in accordance with Sec. 115 of the Planning Act  
"All that portion of Lot R-5, Plan 5365 N.Y. lying within Plan 932-\_\_\_\_\_ containing 0.009 ha more or less."
2. Closure of 45A Avenue in accordance with Sec. 180 of the Municipal Government Act  
"All that portion of 45A Avenue as shown on Plan 5365 N.Y. lying within Plan 932-\_\_\_\_\_ containing 0.082 ha more or less."

  
Alan V. Scott

WFL/mm

Enc.

### **Commissioners' Comments**

We concur with the recommendations of the  
Land and Economic Development Manager.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

179 A.J.

20 ROAD PLAN  
922 3734

54 H  
AVENUE

ROAD PLAN  
922 3733

LOT R  
PLAN 5365

LOT 8  
PLAN 852 0807

Part LOT R-5  
PLAN 5365 N.Y.



8

45A

5  
N.Y.

LOT 8A  
(0.176 Ha.)

LOT 8  
PLAN  
2978 M.C.

LOT R-4  
PLAN 5365 N

AVENUE

45A

LOT R-2

STREET

45

22.86

91.49

36.88

27.40

82.79

30.75

16.98

**DATE: NOVEMBER 10, 1992**

**TO: ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: LAND SALE TO PETER D. UNRAU (SUN'N'FUN POOLS)  
VARIOUS LAND ADJACENT TO LOT 8, BLOCK 8, PLAN 2976 M.C.  
IN EXCESS OF MAJOR CONTINUOUS CORRIDOR PROJECT**

---

Your report dated October 29, 1992 pertaining to the above was considered at the Council Meeting of November 9, 1992 and at which meeting Council passed the following motion in accordance with your recommendations:

"RESOLVED that Council of The City of Red Deer hereby agrees to the sale of surplus lands adjacent to Lot 8, Block 8, Plan 2976 MC to Peter D. Unrau (Sun-N-Fun Pools) designated as Areas 1 and 2 on the attached map subject to the following:

1. Land area designated by attached Plan, Areas 1 and 2 = 4,298 sq. ft. more or less;
2. Total purchase price \$10,000 no more, no less;
3. City to be responsible for all legal survey and consolidation costs;
4. City to provide dropped curb for north access;
5. City will restore access to 45 Street (south of main parcel);
6. Transaction subject to all approving authorities;
7. Road Closure bylaw approval;
8. Disposal of part of reserve approval;
9. Rezoning approval;
10. Agreement satisfactory to City Solicitor;

and as recommended to Council November 9, 1992."



Economic Development Manager

Page 2

November 10, 1992

The decision of Council in this instance is submitted for your information and appropriate action.

I also trust that your department will initiate the Road Closure Bylaw, disposal of public reserve, re-zoning, etc., with reports to be submitted to Council in due course.

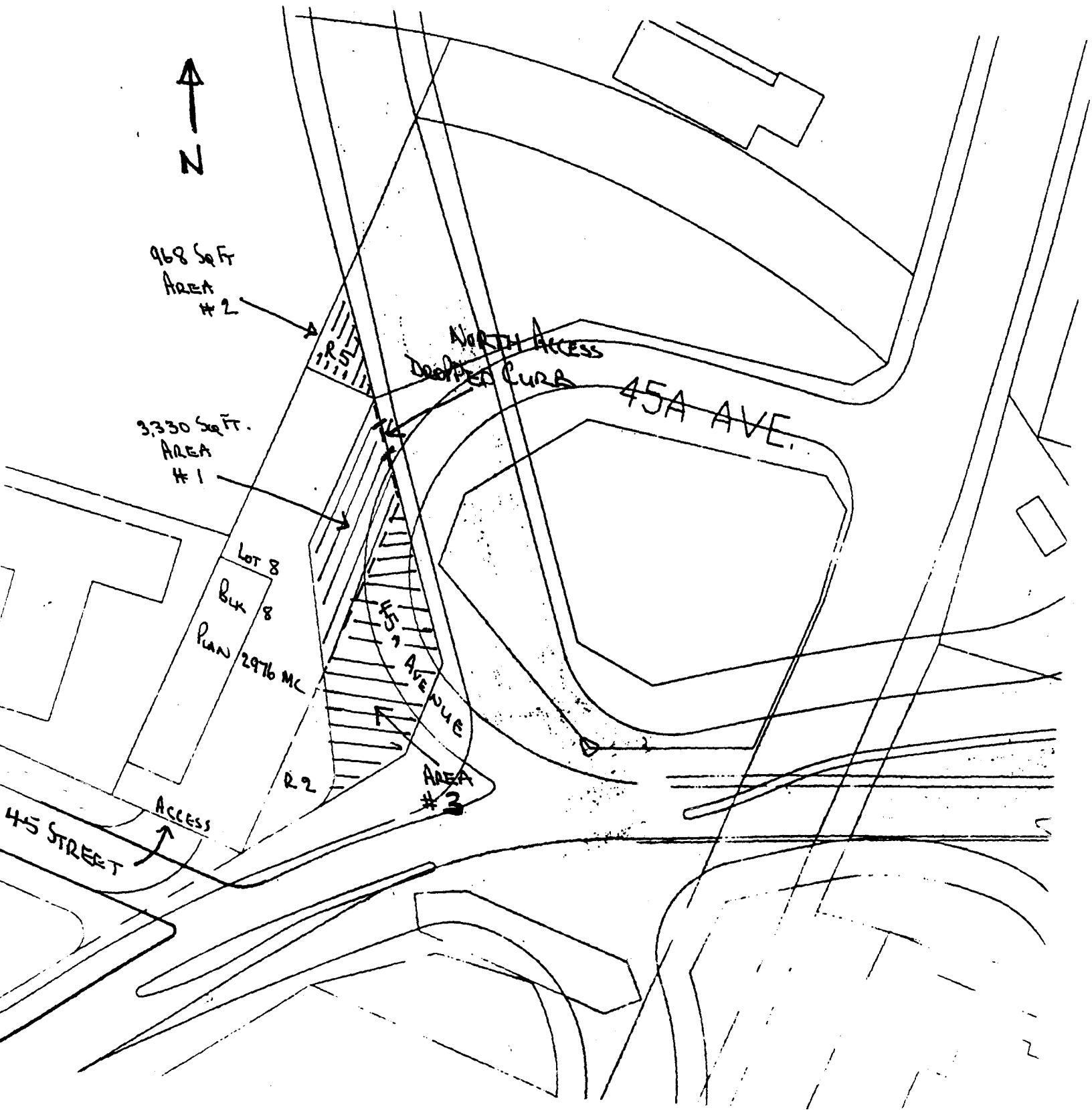
Trusting you will find this satisfactory.

  
C. SEVCIK  
City Clerk

CS/clr

cc: Director of Engineering Services  
Director of Financial Services  
Bylaws & Inspections Manager  
City Assessor  
E L & P Manager  
Public Works Manager  
Land Supervisor  
Principal Planner

*Bill Lees (April 11)*  
*- has just gone to Commission*  
*for subdivision approval*  
*- might be back April 26*



**DATE: JUNE 8, 1993**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: CITY LAND SALE TO PETER D. UNRAU (SUN-N-FUN POOLS)  
MUNICIPAL RESERVE DISPOSAL AND ROAD CLOSURE  
BYLAW 3094/93**

---

Your report regarding the above matter was considered at the Council Meeting of June 7, 1993, and at which meeting Council passed the following motion agreeing to dispose of a portion of Lot R-5:

"RESOLVED that Council of The City of Red Deer hereby agrees to the disposal of Municipal Reserve described as follows:

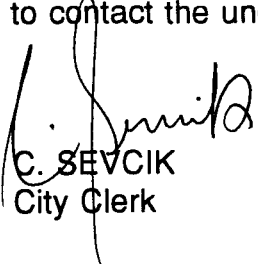
"All that portion of Lot R-5, Plan 5365NY lying within Plan 932-  
\_\_\_\_\_containing 0.009 ha. more or less."

And as recommended to Council June 7, 1993."

In addition, Council gave first reading to Road Closure Bylaw 3094/93 agreeing to the closure of a portion of 45a Avenue. Enclosed herewith, is a copy of the said bylaw, which was given first reading.

This office will now proceed with notification, posting and advertising in accordance with the requirements of the Planning Act and the Municipal Government Act. The hearing will be scheduled for the Council Meeting to be held on Monday, July, 19.

Trusting you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.



C. SEVCIK  
City Clerk

CS/cjd  
Encl.

cc; Director of Community Services  
Director of Engineering Services  
Bylaws and Inspections Manager  
City Assessor  
Parks Manager  
Principal Planner  
Council and Committee Secretary - Sandra

NO. 5

DATE: May 31, 1993  
TO: City Council  
FROM: City Clerk  
RE: DISPOSAL OF MUNICIPAL RESERVE - HUNTING HILLS HIGH SCHOOL SITE

---

At the Council Meeting of May 10, 1993, a resolution was passed by Council indicating its intention to dispose of the Municipal Reserve as outlined on the attached plan and described as follows:

"All that portion of Lot 1 M.R., Block 6, Plan 902-1272, contained within Lot 2 S.R., Block 6, Plan 932- , containing 5.90 ha.

RESERVING THEREOUT ALL MINES AND MINERALS".

In accordance with the requirements of the Planning Act, we have advertised and posted a notice on the site indicating Council's intention to dispose of the Municipal Reserve. No objection to the proposed disposal has been received within the deadline specified (Monday, May 31, 1993)

As no objection has been received, a Public Hearing is not necessary and the City will now proceed without further notice.

Submitted for Council's information only.



C. Sevcik  
City Clerk

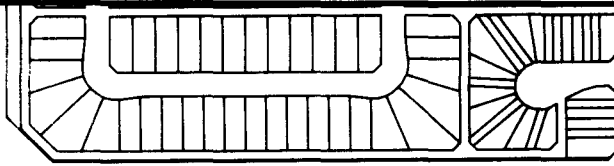
CS/ds

Commissioners' Comments

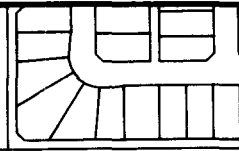
Submitted for Council's information only.

"G. SURKAN"  
Mayor

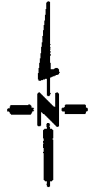
"M.C. DAY"  
City Commissioner



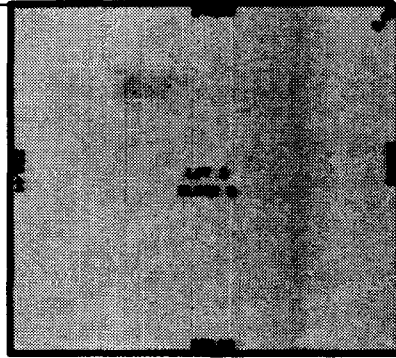
22



32 STREET



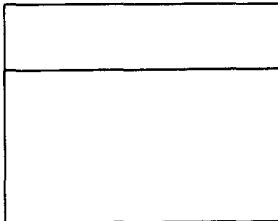
30 AVENUE



LOCKWOOD AVENUE

LOT 1 MR  
BLOCK 6  
PLAN 908-1272

LEES STREET



DISPOSAL of MUNICIPAL RESERVE

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

## DISPOSAL OF MUNICIPAL RESERVE

## "PLAN"

Pursuant to the provisions of The Planning Act, Chapter P-9, R.S.A. 1980 of the Province of Alberta, the Council of The City of Red Deer, at its meeting of May 10, 1993 passed a resolution indicating its intention to dispose of the municipal reserve as outlined in the above-noted plan and described as follows:

"All that portion of Lot 1M.R., Block 6, Plan 902-1272 contained within Lot 2 S.R., Block 6, Plan 932-\_\_\_\_\_ containing 5.90 ha.

Reserving thereout all Mines and Minerals."

If no objection to the proposed disposal of municipal reserve, as noted above, is received by MONDAY, MAY 31, 1993, the Council of The City of Red Deer will proceed without further notice.

However, if any objection to the proposed disposal of municipal reserve, as noted above, is received by the City Clerk no later than MONDAY, MAY 31, 1993, a Public Hearing will be held in the Council Chambers, City Hall, on MONDAY, JUNE 7, 1993, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

C. SEVCIK  
City Clerk



*a delight  
to discover!*

*Advertise & post**115 Planning Act.**June 7/93*

NO. 3

DATE: May 4, 1993  
TO: City Clerk  
FROM: Land and Economic Development Manager  
RE: **HUNTING HILLS HIGH SCHOOL SITE, LANCASTER MEADOWS  
PT. LOT 1 M.R., BLOCK 6, PLAN 902-1272  
SW 1/4 SEC 11-38-27-W4M (See attached Plan)**

---

The Joint Use Planning Committee gave instructions to proceed with a legal survey and eventual transfer of the Hunting Hills School Site to the Red Deer Public School District #104. The Hunting Hills School Site is part of a City-owned parcel registered as Municipal Reserve Lot 1 M.R., Block 6, Plan 902-1272.

To register the legal survey plan pertaining to the Hunting Hills School Site, the Municipal Reserve designation must be removed from that portion of Lot 1 M.R. that is to be transferred to the Public School.

### Recommendation

City Council approve the removal of the Municipal Reserve designation described as follows"

"All that portion of Lot 1 M.R., Block 6, Plan 902-1272 contained within Lot 2, Block 6. Plan 932-\_\_\_\_\_ containing 5.90 ha."



Alan V. Scott

WFL/mm

c: Parks Manager

### Commissioners' Comments

We concur with the recommendations of the Land & Economic Development Manager.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

Road Plan  
802 2089

32nd  
STREET

32nd STREET

Unregistered  
PLAN

11—  
38-27-4

180'00"00"  
230.44

248.69  
269'38"12"  
HUNTING HILLS  
SCHOOL SITE  
LOT 2  
BLOCK 6  
AREA = 5.90 ha.  
PLAN 932

358'41"02"  
226.00

255.88  
90'00"00"

Addition to  
30th AVENUE  
R/W PLAN 822 0710  
R/W PLAN 2271 K.S.  
LOT 2PUL

LOT 1 M.R.  
BLOCK 6  
PLAN 902-1272

LOCKWOOD AVENUE

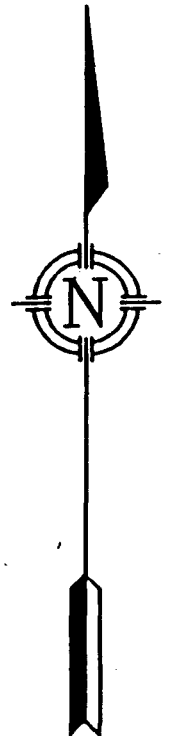
C. OF T.  
892 166 624 +44

C. OF T.  
802 233 577

LEES STREET

LOT A  
PLAN 3838 K.S.

ROAD PLAN 882 2889  
ROAD ALLOWANCE



R.

SK  
OF

LC

SCA

43

LEG

AREA  
AND



**DATE: JUNE 8, 1993**  
**TO: LAND SUPERVISOR**  
**FROM: CITY CLERK**  
**RE: DISPOSAL OF MUNICIPAL RESERVE - HUNTING HILLS HIGH SCHOOL SITE**

---

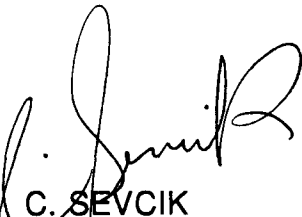
At the Council Meeting of May 7, 1993, a resolution was passed indicating Council's intention to dispose of the Municipal reserve as outlined on the attached plan and described as follows:

"All that portion of Lot 1MR, Block 6, Plan 902-1272, contained within Lot 2SR, Block 6, Plan 932-\_\_\_\_\_, containing 5.90 ha.

Reserving thereout all mines and minerals."

In accordance with the requirements of the Planning Act, we advertised and posted a notice on the site indicating Council's intention to dispose of the Municipal reserve. No objections to the proposed disposal was received within the deadline specified (Monday, May 31, 1993).

Accordingly and enclosed herewith, is the declaration required under the Planning Act which I trust you will ensure is sent on with the legal plan for registration.



C. SEVCIK  
City Clerk

CS/cjd  
Encl.

cc: Director of Community Services  
Director of Engineering Services  
City Assessor  
Parks Manager  
Recreation and Culture Manager  
Principal Planner

**DATE:** May 25, 1993  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE: ROADWAY MAINTENANCE - ANNEXED AREA**

---

As Council is aware, the Local Authorities Board granted the City a portion of the annexation which was requested. With the granting of this annexation, the City has taken over responsibility for an additional half mile of 30 Avenue north of the Delburne Road, an additional mile and a half of Delburne road between 30 Avenue and Piper Creek and an additional half mile of 39 Street east of Deer Park.

The portion of 30 Avenue which we have taken over has a good pit run base, but is deficient in surface gravel. To surface this section of road with 3/4" crush would cost \$6 000.

In addition, we have to grade 30 Avenue twice weekly and 39 Street once per week. There will also be costs for line painting, crackfilling, pot hole patching as well as snow and ice control. We estimate the costs for summer maintenance in 1993 to be \$12 100. In addition to this, the Parks Department will require \$500 to mow the Delburne road ditches.


Our estimate for snow and ice control is \$1 550 for November and December 1993.

Summary of road maintenance costs for annexed areas is as follows:

Surface gravel 30 Avenue	\$ 6 000
Summer maintenance	12 100
Snow and ice control	<u>1 550</u>
	\$ 19 650
 Parks Department mowing	 \$ 500

### **RECOMMENDATION**

It is respectfully recommended that Council approve an overexpenditure to the 1993 Public Works Department operating budget of \$19 650 for roadway maintenance in the annexed area and also that Council approve an overexpenditure to the Parks Department budget of \$500 for mowing in the annexed areas.

  
Gordon Stewart, P. Eng.  
Public Works Manager

/blm

c Director of Engineering Services  
Parks Manager

### **Commissioners' Comments**

We concur with the recommendations of the  
Public Works Manager.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

**DATE: JUNE 8, 1993**  
**TO: PUBLIC WORKS MANAGER**  
**FROM: CITY CLERK**  
**RE: ROADWAY MAINTENANCE - ANNEXED AREA**

---

Your report pertaining to the above matter was considered at the Council Meeting of June 7, 1993, and at which meeting Council agreed with your recommendations by passing the following motion:

"RESOLVED that Council of The City of Red Deer hereby approves an overexpenditure to the 1993 Public Works Department Operating Budget in the amount of \$19,650. for roadway maintenance and an overexpenditure to the Parks Department budget in the amount of \$500. for mowing in the annexed areas and as recommended to Council June 7, 1993."

The decision of Council in this instance is submitted for your information and appropriate action.

Trusting you will find this satisfactory.

  
C. SEVCIK  
City Clerk

CS/cjd

cc: Director of Community Services  
Director of Engineering Services  
Director of Financial Services  
Parks Manager

NO. 7

DATE: May 31, 1993

TO: Mayor and Members of Council

FROM: Alan Scott, Manager Land and Economic Development

RE: **APPLICATION TO PURCHASE  
LOT 1, BLOCK 5, PLAN 902-0499 (EDGAR INDUSTRIAL PARK)**

---

The attached application on behalf of Swab-Tech Inc. is an offer to purchase the above parcel in Edgar Industrial Park. Swab-Tech is proposing to construct a building consisting of approximately 3,500 square feet for their own use. They are offering to purchase the property for \$50,000, with the offer subject to the required rezoning being completed and the purchaser obtaining confirmation of development costs from his contractor.

Several years ago, the site in question was zoned C-3, in anticipation of a demand developing for convenience services to fulfil the needs of Edgar Industrial Park occupants. The Park has not developed as quickly as first anticipated and, as a result, demand for a convenience site does not exist.

A year ago, a previous offer was made for this site, which also required rezoning, and received the approval of Council. That proposal did not proceed and the site has remained zoned as C-3. In view of the slowness of development in Edgar Industrial Park, it would seem appropriate at this time to support the rezoning of the site to I-1, which would accommodate the needs of Swab-Tech Inc., and at a future date consider establishing another convenience site within the subdivision.

Based on I-1 values, the offer of \$50,000 is reasonable and consistent with other sales in the area.

#### Recommendation

The Land and Economic Development Department recommends that Council approve the sale of Lot 1, Block 5, Plan 902-0499 to Swab-Tech Inc. at the offered price of \$50,000, subject to the following conditions:


- a. The site be rezoned from C-3 to I-1.
- b. Any development on this site must be in accordance with the Land Use Bylaw.

Mayor and Members of Council  
Page 2  
May 31, 1993

- c. Cost associated with rezoning be at the expense of the purchaser.
- d. All connection charges, etc., related to services be the responsibility of the purchaser.
- e. The option period be for ninety days from the date of the Council meeting, under standard payment terms, as approved by City Council.
- f. An agreement being entered into to the satisfaction of The City Solicitor.

Respectfully submitted,



 Alan V. Scott  
AVS/sw

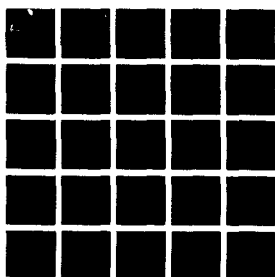
Att.

Commissioners' Comments

We concur with the recommendations of the Land & Economic Development Manager.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner



**WEDDELL  
MEHLING  
PANDER**  
& ASSOCIATES REALTY LTD.

May 20, 1993

City of Red Deer  
4914 - 48 Avenue  
RED DEER, Alberta

**ATTENTION: MR. AL SCOTT**

Dear Mr. Scott:

RE: Edgar Industrial - Swab-Tech Inc.  
Land Purchase

This letter is to confirm that Swab Tech Inc. wishes to purchase the following property under the following terms and conditions:

Lot: Edgar Industrial Park  
Legal: Lot 1, Block 5, Plan 902-0499  
Size: .73 acres  
Purchase Price: **\$50,000.00**

Based on asking price of \$65,500 on 1 acre lots = \$65,500 x .73 acres = \$47,815 rounded to \$50,000.

Development: 3500 square feet steel structure with approximately 800 square feet of office space developed inside the 3500 square feet.

Timing: Swab-Tech would like to start construction July 15, 1993.


This offer is made subject to the following conditions:

- a) The City of Red Deer to provide estimated service charge hook-ups for the following:
  - i) Electrical - 200 amp service - 3 phase power
  - ii) Sewer - 6 inch service
  - iii) Water - 1 inch line
- b) What would the estimated taxes be on the land and building.
- c) Subject to the purchaser confirming his total development costs with his contractor by June 15, 1993.

I know that this lot is presently zoned commercial. My client was originally interested in Lot 4, however there is an offer on this property at present, therefore we request your assistance in checking to see if this lot would be available.

Please contact me to discuss this matter further.

Yours truly,

  
**MURRAY MEHLING**  
Commercial Specialist  
MM/bms

The City Of Red Deer	
Date:	May 20/93
Time:	9:05:20
Rec'd By:	PA

202, 4708 - 50th Ave., Red Deer, Alberta, Canada T4N 4A1  
TELEPHONE (403) 340-1986 FAX (403) 347-1696

"COMMERCIAL REAL ESTATE SERVICES"

LOT DIMENSIONS and AREAS  
should be VERIFIED with  
REGISTERED PLANS and  
CERTIFICATE of TITLE documentation.

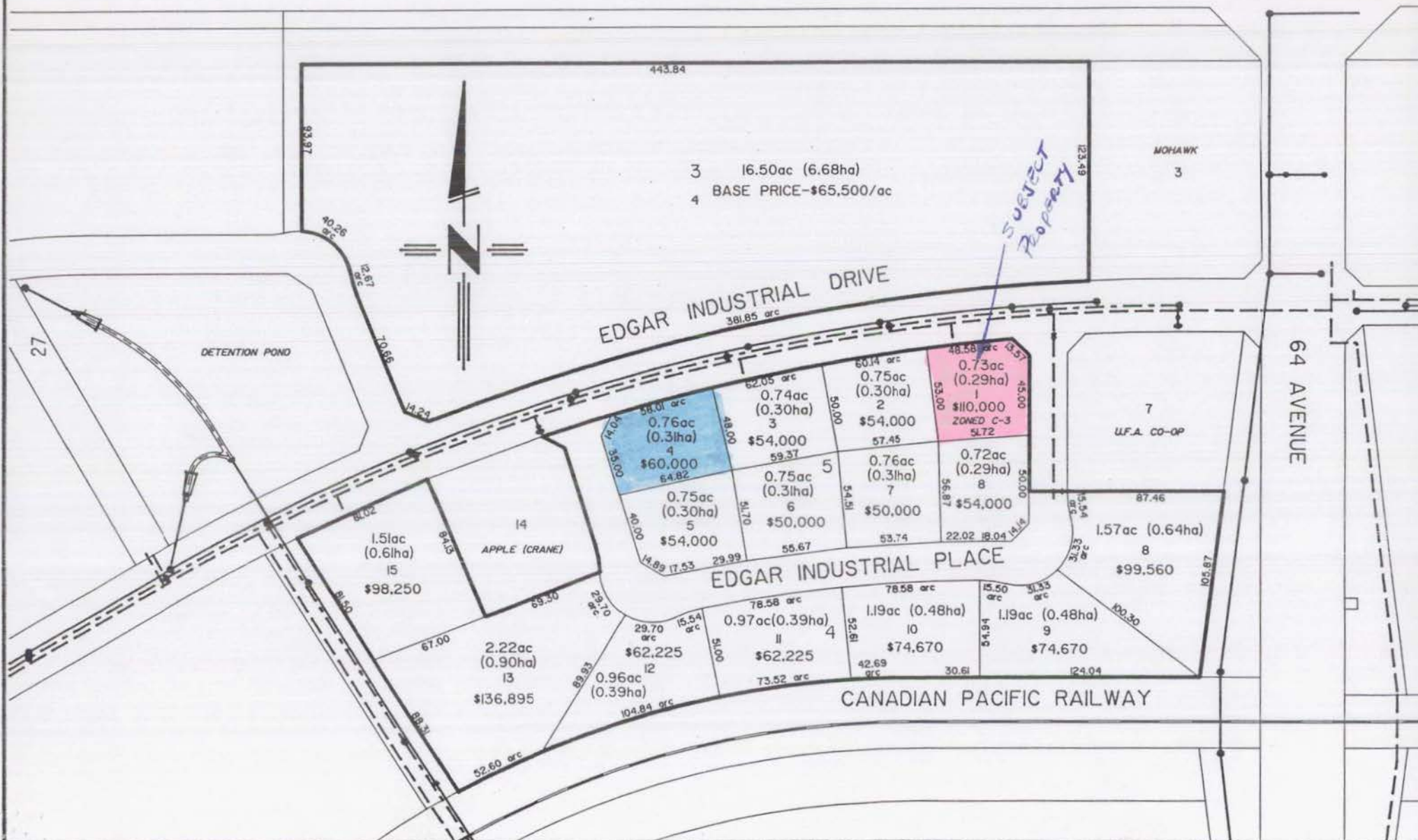
# EDGAR INDUSTRIAL PARK -PLACE-

SCALE 1:3000

29 JANUARY 1993

--- WATER  
--- SANITARY  
--- STORM

HIGHWAY 11A



**DATE: JUNE 8, 1993**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: APPLICATION TO PURCHASE BY SWAB-TECH INC.  
LOT 1, BLOCK 5, PLAN 902-0499 (EDGAR INDUSTRIAL PARK)**

---

Your report dated May 31, 1993, concerning the above topic, was considered at the Council Meeting of June 7, 1993, and at which meeting Council passed the resolution in accordance with your recommendations:

"RESOLVED that Council of The City of Red Deer hereby approves the sale of Lot 1, Block 5, Plan 902-0499 (Edgar Industrial Park) to Swab-Tech Inc. at the offered price of \$50,000. subject to the following conditions:

1. The site to be rezoned from C3 to I1.
2. Any development on this site must be in accordance with the Land Use Bylaw.
3. Costs associated with rezoning to be at the expense of the purchaser.
4. All connection charges etc. related to services to be the responsibility of the purchaser.
5. The option period to be for 90 days from the date of the Council Meeting, under standard payment terms, as approved by City Council.
6. An agreement being entered into to the satisfaction of the City Solicitor.

and as recommended to Council June 7, 1993."



Land and Economic Development Manager  
Page 2  
June 8, 1993

The decision of Council in this instance is submitted for your information and appropriate action. I trust that you will convey Council's decision to the applicant in this instance and arrange for appropriate legal documentation and execution by both parties. Also, please advise as to whether Swab-Tech Inc. accepts the conditions imposed by Council, in order that we might proceed with the rezoning of the site from C-3 to I-1 at their expense.



C. SEVCIK  
City Clerk

CS/cjd

cc: Director of Community Services  
Director of Engineering Services  
Bylaws and Inspections Manager  
City Assessor  
E. L. & P. Manager  
Fire Chief  
Public Works Manager  
Principal Planner

NO. 8

DATE: May 25, 1993  
TO: City Clerk  
FROM: Fire Marshal  
RE: DANGEROUS GOODS ROUTE BYLAW AMENDMENTS

The amending bylaw is required for the following reasons:

- a) because of changes in the municipal boundaries resulting from annexation, and completion of the Major Continuous Corridor;
- b) Section 9 has been added to require carriers to remove placards when they are not transporting dangerous goods;
- c) Sections 13.(1), (2) and (3) have been added so that the Fire Prevention Bureau is in a position to be in control of and regulate the locations at which carrier vehicles can be repaired and to require carrier vehicles to be purged of their hazardous material so that they are, in effect, no longer dangerous goods carriers during the time of repair. This will enable the continued repair of vehicles by businesses even though they may be within 150 meters of places of public assembly, institutions or residential development;
- d) the remaining amendments to the bylaw are for the purposes of achieving more consistency in language.
- e) the above changes will allow the bylaw to be current with changes that have occurred over the years and remain consistent with other bylaws throughout the province.

I will be in attendance at council meeting to answer any questions.



Cliff Robson  
Fire Marshal

CR/cj



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394  
Fax: (403) 346-1570

DIRECTOR: W. G. A. Shaw, ACP, MCIP

May 18, 1993

Mr. C. Sevcik, City Clerk  
City Hall  
Red Deer, Alberta  
T4N 3T4

Dear Sir:

**RE: PROPOSED LAND USE AMENDMENT  
BYLAW 2672/J-93**

We are enclosing herewith the proposed Land Use Amendment affecting a new definition for Dangerous Goods required by the Fire Department and clarification of side yard requirements in a C4 District.

We are recommending City Council proceed with the first reading of Land Use Bylaw Amendments.

Yours truly,

D. ROUHI, ACP, MCIP  
SENIOR PLANNER

DR/js

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTERTON No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURO • TOWN OF ECKVILLE • TOWN OF INNISFAIR • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALD • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE

Commissioners' Comments

We would recommend that Council give first reading only to both the Dangerous Goods Route Bylaw and Land Use Bylaw Amendments. This will allow ample time for those affected by the amendments to the Dangerous Good Route Bylaw to be notified by the Fire Department and provide us any necessary feedback.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

**DATE: JUNE 8, 1993**

**TO: FIRE CHIEF**

**FROM: CITY CLERK**

**RE: DANGEROUS GOODS ROUTE BYLAW AMENDMENTS 2942/A-93 AND  
LAND USE BYLAW AMENDMENT 2672/J-93**


---

At the Council Meeting of June 7, 1993, amending bylaws 2942/A-93 and 2672/J-93 received first reading. Enclosed herewith, is a copy of the bylaws referred to in this instance.

This office will now proceed with advertising of the Land Use Bylaw Amendment in accordance with requirements of the Planning Act for a Public Hearing to be held on Monday, July 5, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

You will notice that the amendment to the Dangerous Goods Route Bylaw received only first reading at the recommendation of The Commissioners, in order that the Fire department would have ample opportunity to notify those affected by the amendments and to give those affected time to provide us with any necessary feedback.

The decision of Council in this instance is submitted for your information and appropriate action. I trust that you will individually notifying all those affected so that we might have their comments back in time for the Council Meeting of July 5, 1993.



C. SEVCIK  
City Clerk

CS/cjd

Encl.

cc: Principal Planner  
Council and Committee Secretary - Sandra

NO. 9

CS-P-4.294

**DATE:** May 31, 1993  
**TO:** CITY COUNCIL  
**FROM:** JOHN RETALLACK, Chairman  
Environmental Advisory Board  
**RE:** SPECIAL PLACES 2000 PROGRAM

---

The Environmental Advisory Board, after considering a report from the Director of the Red Deer Regional Planning Commission concerning the Government of Alberta's Special Places 2000 Program, passed the following resolution at their special meeting of May 26, 1993.

"That the Environmental Advisory Board recommend that Council of The City of Red Deer commend the Government of Alberta for launching the Special Places 2000 Program and resolves to support the Government as it pursues steps to complete the Protected Places Network. The Environmental Advisory Board further urges that Central Alberta's rich diversity of ecosystems, heritage features and natural regions be given balanced representation as new sites are considered for addition to the Special Places 2000 system. The Board believes that Maskepetoon Park and Gaetz Lakes Sanctuary are two features in the City of Red Deer park system which may qualify for the special Places 2000 Program and, notwithstanding that these belong to The City of Red Deer and are not provincially legislated, they add to the richness, diversity and vigour of the Province's special places inventory."

  
JOHN RETALLACK

DB\ad  
Atts.

THE CITY OF RED DEER  
CLERK'S DEPARTMENT



RED DEER  
REGIONAL PLANNING COMMISSION

RECEIVED	
TIME	
DATE	May 12/93
BY	C. Smith

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394  
Fax: (403) 346-1570

DIRECTOR: W. G. A. Shaw, ACP, MCIP

MEMORANDUM

**DATE:** May 10, 1993

**TO:** All Municipal Administrators  
Red Deer Regional Planning Commission Area

**FROM:** Bill Shaw  
Director

**SUBJECT:** SPECIAL PLACES 2000 - ALBERTA'S NATURAL HERITAGE

In all likelihood you have recently received correspondence from Alberta Recreation Parks and/or Alberta Environment regarding a joint initiative by the Hon. Brian Evans, Minister of Environmental Protection and the Hon. Don Sparrow, Minister of Economic Development and Tourism with regards to Special Places 2000 - Alberta's Natural Heritage.

Please be advised that, on behalf of the Commission, Commission Staff will be preparing a Regional response to this initiative and would be most willing to incorporate any Municipal feelings and comments on this program into the Regional submission. In order to do this, please provide us with your comments, if any, by May 21, 1993 so we can assimilate these into a Regional response.

The Commission has assisted the Province in similar initiatives in the past, both in the form of staff involvement in Provincial committees and action groups and by the way of submissions to Provincial departments. For example, the Commission is on record as indicating that "the Commission hardly supports .... and promotes a Provincial system of recreation places and landscape conservation. This province has been endowed with a tremendously varied wealth of natural landscapes, some of which remain essentially 'natural' while widespread others have been altered by man to create cultural landscapes and historical resources. It is an essential responsibility of the provincial government ... to protect these heritage resources while providing a variety of opportunities to appreciate and enjoy them". Similarly, the Commission has indicated that "heritage resource protection services is not only dependent on the needs and desires of the citizens of Alberta, but also on the environment of the Province, especially those that are unique, rare, fragile or representative of our natural history". In all likelihood the Commission will respond in a similar vein to the Special Places 2000 program.

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTERS No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIR • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDBY • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE



33  
ALBERTA  
ENVIRONMENTAL PROTECTION

Office of the Minister  
Responsible for Forests, Parks and Wildlife

April 27, 1993

MAYOR GAIL SURKAN  
MAYOR OF THE CITY OF RED DEER  
CITY HALL  
PO BOX 5008  
RED DEER AB T4N 3T4

**Re: Special Places 2000: Alberta's Natural Heritage**

Special Places 2000 is a bold new initiative that has as its vision the completion of a network of protected areas in Alberta by the turn of the century. The Ministry of Environmental Protection and the Ministry of Economic Development and Tourism are leading this initiative. Achieving this vision will result in a legacy that satisfies the goals of protection, outdoor recreation, heritage appreciation and tourism.

The enclosed draft document, *Special Places 2000: Alberta's Natural Heritage*, was publicly released in November, 1992. It recognized that completing a comprehensive network of special places in Alberta would be no small task. New creative partnerships would be required. Such partnerships would have to be forged through the cooperation and concerted efforts of all levels of government, industry, the private sector, non-government organizations and individuals. In order to initiate discussion of this vision and develop these partnerships, a public participation process is being initiated. Mr. Fred Bradley, M.L.A. - Pincher Creek-Crowsnest, has been appointed as Chairman of the Special Places 2000 Advisory Committee. It will oversee these public discussions and recommend actions to fulfil this vision.

Approximately 10,000 Albertans have or will receive direct mail cards (example enclosed) inviting their participation in this initiative. 1-800-661-5586 has been set up to assist the public in accessing additional information. Public open houses have also been scheduled in a number of locations to receive input on this initiative. Copies of the Special Places 2000 document are being distributed to provincial government offices and will be available for pick up by the public.

It is interesting to note that the majority of Alberta's parks, natural areas and recreation areas were originally initiated at the municipal level or by local citizens who wished to have an area set aside as a park.

... /2



We encourage you and your constituency to participate in this exciting initiative either by attending one of the open house sessions or by providing your written comments related to the vision. We would appreciate your response by the end of May 1993.

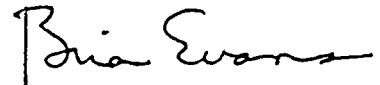
Implementation of the Special Places initiative will involve further opportunity for public consultation as specific candidate sites are considered for designation. This will be an ongoing process as we proceed to the year 2000.

Thank you for your participation in this exciting initiative.

Sincerely,

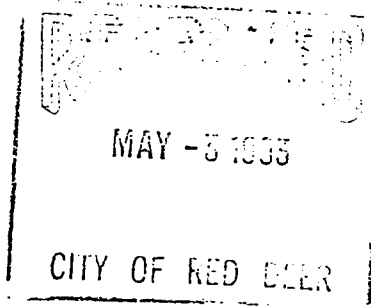


Don Sparrow  
Minister  
Economic Development and Tourism



Brian Evans, Q.C.  
Minister of  
Environmental Protection

Enclosure



Commissioners' Comments

We would endorse the principles reflected in the Special Places 2000 Program and concur with the recommendations of the Environmental Advisory Board.

Under normal circumstances, we would depend on the Red Deer Regional Planning Commission to prepare more detailed comment on our behalf with our involvement. However, under the current circumstances of severe cutbacks at the Planning Commission, we are unsure as to whether or not they will be able to do that and we will have to await further correspondence from the Minister of this initiative to determine how best we respond.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner



RED DEER  
REGIONAL PLANNING COMMISSION

56. THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	
DATE	May 12/93
BY	C. Smith

2830 BRENNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394  
Fax: (403) 346-1570

DIRECTOR: W. G. A. Shaw, ACP, MCIP

MEMORANDUM

Copy to: Dir. of Community Services  
Parks Manager  
Recreation + Culture/My

93/05/12

DATE: May 10, 1993  
TO: All Municipal Administrators  
Red Deer Regional Planning Commission Area  
FROM: Bill Shaw  
Director

SUBJECT: SPECIAL PLACES 2000 - ALBERTA'S NATURAL HERITAGE

In all likelihood you have recently received correspondence from Alberta Recreation Parks and/or Alberta Environment regarding a joint initiative by the Hon. Brian Evans, Minister of Environmental Protection and the Hon. Don Sparrow, Minister of Economic Development and Tourism with regards to Special Places 2000 - Alberta's Natural Heritage.

Please be advised that, on behalf of the Commission, Commission Staff will be preparing a Regional response to this initiative and would be most willing to incorporate any Municipal feelings and comments on this program into the Regional submission. In order to do this, please provide us with your comments, if any, by May 21, 1993 so we can assimilate these into a Regional response.

The Commission has assisted the Province in similar initiatives in the past, both in the form of staff involvement in Provincial committees and action groups and by the way of submissions to Provincial departments. For example, the Commission is on record as indicating that "the Commission hardly supports .... and promotes a Provincial system of recreation places and landscape conservation. This province has been endowed with a tremendously varied wealth of natural landscapes, some of which remain essentially 'natural' while widespread others have been altered by man to create cultural landscapes and historical resources. It is an essential responsibility of the provincial government ... to protect these heritage resources while providing a variety of opportunities to appreciate and enjoy them". Similarly, the Commission has indicated that "heritage resource protection services is not only dependent on the needs and desires of the citizens of Alberta, but also on the environment of the Province, especially those that are unique, rare, fragile or representative of our natural history". In all likelihood the Commission will respond in a similar vein to the Special Places 2000 program.

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June 9, 1993

The Honourable Don Sparrow  
Minister of Economic Development and Tourism  
424 Legislature Building  
Edmonton, Alberta  
T5K 2B6

The Honourable Brian Evans, Q.C.  
Minister of Environmental Protection  
323 Legislature Building  
Edmonton, Alberta  
T5K 2B6

*Don* *Brian*  
Dear Mr. Sparrow and Mr. Evans:

**RE: SPECIAL PLACES 2000: ALBERTA'S NATURAL HERITAGE**

I would advise that your joint letter of April 27, 1993, pertaining to the above topic, was presented on the Council Agenda of June 7, 1993.

At the aforesaid meeting Council passed a resolution agreeing with the recommendations of the Environment Advisory Board that The City of Red Deer commend the Government of Alberta for launching the Special Places 2000 Program and resolves to support the government as it pursues steps to complete the Protected Places Network.

The Environment Advisory Board also urged that Central Alberta's rich diversity of ecosystems, heritage features and natural regions be given balanced representation as new sites are considered for addition to the Special Places 2000 system. The Board believes that Maskepetoon Park and Gaetz Lakes Sanctuary are two features in the City of Red Deer park system which may qualify for the Special Places 2000 Program, and notwithstanding that these belong to The City of Red Deer and are not provincially legislated, they add to the richness, diversity and vigour of the Province's special places inventory.

.../2

**THE CITY OF RED DEER**

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


The Honourable Don Sparrow and  
The Honourable Brian Evans, Q.C.  
Page 2  
June 9, 1993

We thank you for the opportunity to provide comment. Unfortunately, we were unable to meet your response deadline by May of 1993; however, I trust you will give our comments due consideration.

Very best wishes!

Sincerely,

  
GAIL SURKAN  
Mayor

*Good initiative!  
I look forward to swapping views -*  


CS/cjm

- c. Environmental Advisory Board  
Mr. W. G. A. Shaw, Director, Red Deer Regional Planning Commission  
Mr. Charlie Sevcik, City Clerk

**DATE:** May 31, 1993

**TO:** CITY COUNCIL

**FROM:** JOHN RETALLACK, Chairman  
Environmental Advisory Board

**RE:** ENVIRONMENTAL MASTER PLAN

---

The Environmental Advisory Board appointed a Strategic Planning Task Force made up of City and Provincial Government representatives to redraft the Terms of Reference for an Environmental Master Plan. The Task Force was instructed to follow the following December 7, 1992 resolution of Council in redrafting the Terms of Reference:

"RESOLVED that Council of the City of Red Deer having considered report from the Environmental Advisory Board re: Environmental Master Plan, hereby agrees that Council consider a \$10,000 grant as part of the 1993 Budget, to be used to assist in initiating public participation process, on the understanding that the objectives of this process are to:

1. Determine the level of community interest and support for an Environmental Master Plan;
2. Determine the scope of a Master Plan by identifying a more selective and focused terms of reference for it;
3. Establishing partnerships and identifying stakeholders to begin the concrete planning required by the terms of reference;
4. Begin the process of incorporating environmental issues and initiatives into the City decision-making process.

The level of community interest and the partnerships/stakeholders that have clearly demonstrated their commitment to an Environmental Master Plan are as follows:

■	Citizens Action Group on the Environment	}	
	Red Deer River Naturalists	}	
	Red Deer Public School Board	}	Services-in-Kind
	Red Deer Catholic Board of Education	}	
	Red Deer College	}	
■	City of Red Deer 1993 budget		\$10,000.00
■	Community Planning Fund,		
	Federal Environmental Citizenship		4,000.00
■	Alberta Environmental Protection Services		5,000.00
■	City of Red Deer &		
	Alberta Environmental Protection Services		
			<u>Services &amp; Expertise</u>
			<b>Services-in-Kind + \$19,000.00</b>

An extensive number of hours of services and expertise have been offered by Alberta Environmental Protection Services and local environmental groups. These groups and agencies are being assigned specific tasks to perform in the first phase of this Environmental Master Plan. The Strategic Planning Task Force will continue to make recommendations to the Environmental Advisory Board on the public participation process in the first phase of the Master Plan.

The revised Terms of Reference for the Master Plan (attached) are more selective and focused. It recognizes the resources available to prepare a Master Plan, and as such is very specific in indicating that only the highest priority environmental issues that are identified through a public participation process would be analysed and formulated into recommendations. The first phase of the Environmental Master Plan would recommend a process, cost and schedule for these highest-priority environmental issues.

The Environmental Advisory Board, after considering the revised Terms of Reference at their special meeting of May 26, 1993, passed the following resolution:

"That the Environmental Advisory Board, having considered the revised Terms of Reference for the proposed Environmental Master Plan, hereby recommend same to City Council as drawn up by the Environmental Strategic Planning Task Force Committee and to include a line of response to be added from the Public Review back to the Analysis stage."



JOHN RETALLACK

DB\ad  
Atts.

- c. Environmental Advisory Board  
Environmental Advisory Board Resource/Technical Advisors

**ENVIRONMENTAL MASTER PLAN  
TERMS OF REFERENCE  
CITY OF RED DEER  
May 26, 1993**

**PREAMBLE**

In accordance with City Council's resolution, the Terms of Reference for an Environmental Master Plan is a proposed down-sized undertaking from the original Terms of Reference submitted to City Council on December 7, 1992. The revised Terms of Reference recognizes the fiscal and services-in-kind resources available to complete a proposed Environmental Master Plan.

In identifying the network of stakeholders and partnerships that can be established through the formulation, planning and implementation of a Master Plan, the revised Terms of Reference is realistic and represents only the first phase of an Environmental Master Plan. The first phase will recommend the process, cost implications and scheduling for only the highest priority environmental issues as may be identified through the Public Education and Input process.

**GOALS**

- To identify the Environmental Master Plan as a phased process whereby the first phase is a public participation process and the identification of high priority issues and strategies.
- To determine means whereby formal and informal education programs (schools, public awareness and community participation) will motivate and enlist the public to undertake activity which positively influences the natural ecology and other physical environment issues in Red Deer. To itemize and assess environmentally related social issues, economic development activity and municipal programs so as to determine their significance and relevance to the Environmental Master Plan.
- The Master Plan should provide a framework for the revision of Administrative and Council Policy.

**MISSION STATEMENT**

- The City of Red Deer undertakes to define policies and outline programs which are understood to be possible and practical means of achieving or maintaining environmental integrity in parallel with community and economic activity.

**OBJECTIVES**

- To create and enhance partnerships to preserve the environment.
- To communicate to the public the programs, services and policies relating to the environment presently in service in Red Deer.



- To engage the people of Red Deer as partners in the planning process so that the public:
  - a) is fully knowledgeable of technical and economic considerations and implications.
  - b) is the driving force, the client and the principal benefactor of the resulting initiatives.
- To develop ownership of the Environmental Master Plan by all citizens in the city of Red Deer.
- To consult other organizations and institutions regarding the review of existing documents, programs, literature and legislation related to urban environmental issues, including open space, ecological concerns, reclamation, recycling, etc. so as to extract a compendium of information and knowledge which may be relevant for The City of Red Deer.
- To identify and prioritize proposed policies and standards which give direction for procedures, programs and other implementation strategies developed to realize the environmental objectives identified for The City of Red Deer.
- To involve community groups, institutions, City departments, and Alberta Environmental Protection Services in the public input, analysis, proposals and public review stages of the Environmental Master Plan.
- To propose a schedule which indicates the cost, the sequence and the timing for implementation of actions in the first phase of an Environmental Master Plan hereto that constitute new initiatives or budgeting adjustments.

## **SUGGESTED ISSUES**

The Issues, as indicated below, are an example to stimulate the public participation process and to identify potential issues for public education. Only the highest-priority issues will be recommended with respect to process, cost implications and scheduling within the first phase of an Environmental Master Plan.

- Air quality
- Natural and landscaped vegetation
- Wildlife, fishery, waterfowl habitat
- Naturalization, reclamation, reforestation
- Energy conservation and sources
- Waste management: waste treatment and disposal
- Biological, organic and chemical options (weed & pest control)
- Corporate tree management strategy
- Water quality
- Water supply, use, consumption

- Watershed assessment, management, protection
- Soils and slope stability
- Environmental education: Formal (schools); Non-formal (public education);  
Recognition (incentive/rewards)
- Environmental impact, risk and assessments
- Environmental levies
- Ecospace analysis of: bio-diversity; bio-physical component; socio-  
environmental component
- Technology/information transfer
- Environmental partnership programs
- Environmental audits
- Other issues as may be identified

### **PLAN PREPARATION PARTICIPANTS**

City Council  
 Environmental Advisory Board  
 Environmental Strategic Planning Task Force Committee  
 Red Deer Regional Planning Commission  
 Recreation, Parks & Culture Board  
 Corporations and Businesses  
 Environmental and Public Groups and Organizations  
 Consultants  
 General Public

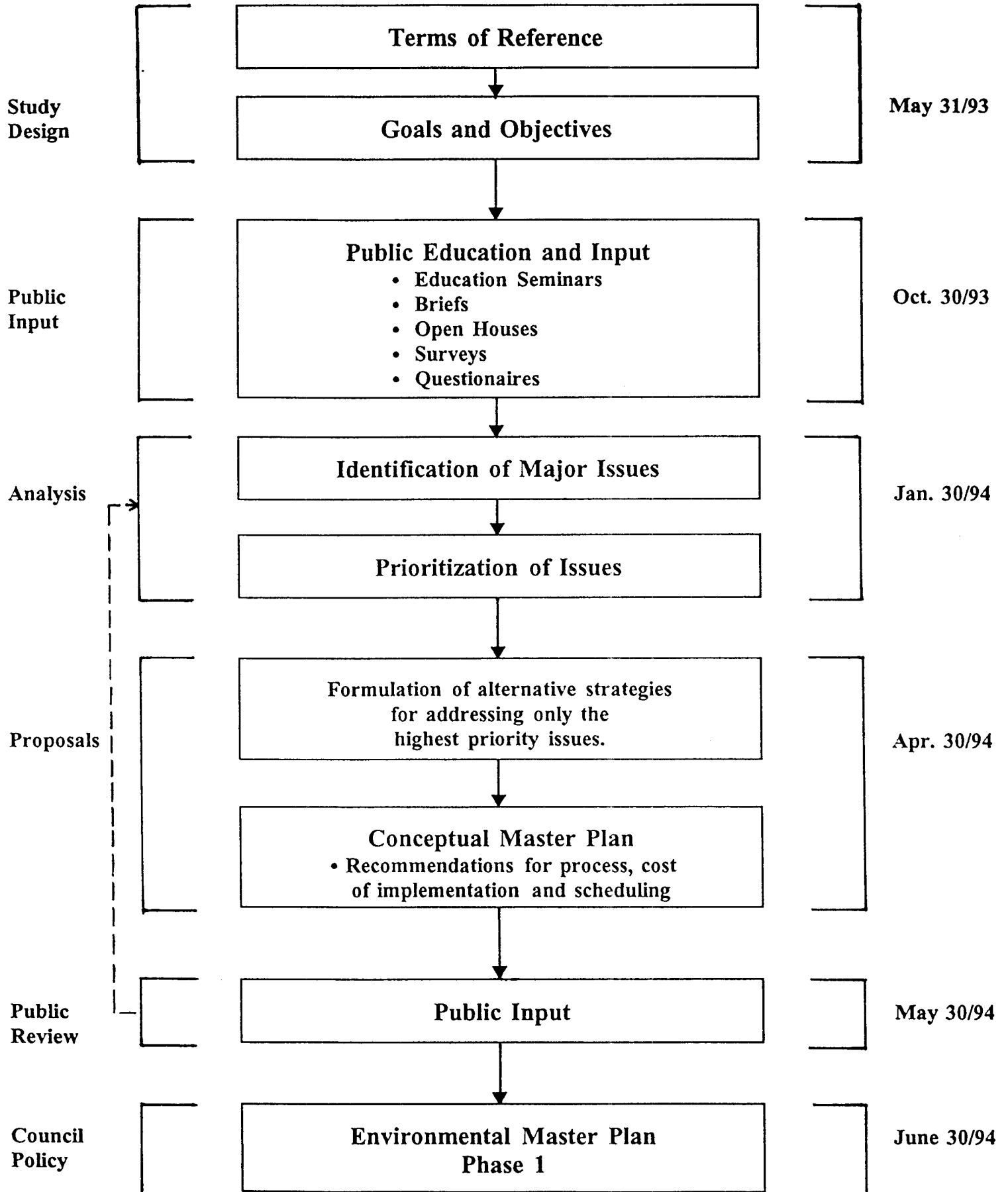
### **FINAL PRODUCT**

Recognition of Stakeholders and Networking Structure  
 Ranking of Critical Issues  
 Implementation Directions  
 Revision Schedule  
 Projected Implementation Budget

### **PLAN AREA**

Shall apply primarily within the corporate boundary of The City of Red Deer and will include those areas which are deemed to have a direct environmental impact on the city.

# **Planning Methodology Environmental Master Plan**



Commissioners' Comments

We would concur with the recommendations of the Environmental Advisory Board. Council will note that the scope of this study will be determined first by public input and secondly, by the capability of Council to proceed to the next stage.

Included in the terms of reference are comments relative to areas outside of the boundaries of Red Deer impacting the environment. We would recommend that Council identify this as an item to be discussed jointly with the County so that they understand the intent. As we move through the study we would want to keep them fully informed and invite their participation as appropriate.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

**DATE: JUNE 9, 1993**

**TO: ENVIRONMENTAL ADVISORY BOARD**

**FROM: CITY CLERK**

**RE: ENVIRONMENTAL MASTER PLAN**

---

The revised terms or reference for the proposed Environmental Master Plan, as redrafted by the Strategic Planning Task Force, appointed by the Environmental Advisory Board, received consideration at the Council Meeting of June 7, 1993.

At the aforesaid meeting Council passed the following motion approving the revised terms of reference:

"RESOLVED that Council of The City of Red Deer hereby approves the revised terms of reference for the proposed Environmental Master Plan as drawn up by the Environmental Strategic Planning Task Force Committee and as presented to Council June 7, 1993.

Council further agrees that comments included in the terms of reference relative to areas outside of the boundaries of Red Deer impacting the environment be identified as an item to be discussed jointly with the County so that they understand the intent and as recommended to Council June 7, 1993 by the Commissioners."

The decision of Council in this instance is submitted for your information and trust that you will proceed in accordance with the terms of reference as presented to Council June 7, 1993.

Included in the terms of reference, are comments relative to areas outside of the boundaries of Red Deer impacting the environment. This has been identified by Council as an item to be discussed jointly with the County so that they understand the intent. As we move through the study, the County is to be kept fully informed and invited to participate as appropriate.

Environmental Advisory Board

Page 2

June 9, 1993

Trusting you will find this satisfactory and that you will take appropriate action.



C. SEVCIK  
City Clerk

CS/cjd

cc: City Commissioners  
Director of Community Services  
Director of Engineering Services  
Director of Financial Services  
County/City Liaison Committee

NO. 11

DATE: June 2, 1993  
TO: City Council  
FROM: Finance & Audit Committee  
RE: 1992 AUDITED FINANCIAL STATEMENT


---

The Finance & Audit Committee gave consideration to the 1992 Audited Financial Statement at their June 1, 1993 meeting. This report was distributed to Council by Financial Services May 7, 1993. M. Davies of Matthew Craig Davies Collins was present and reviewed the report, answering questions of members.

The Finance & Audit Committee, following review of the report, passed the following motion.

"That the Finance & Audit Committee, having considered the 1992 Audited Financial Statement in detail, hereby recommend same to Council of the City of Red Deer for acceptance."

The above is submitted for Council's consideration and approval.

  
GAIL SURKAN, Chairman  
Finance & Audit Committee

Commissioners' Comments

Note: Members of Council are reminded to bring their copies of the Financial Statement to the Council Meeting.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

**DATE: JUNE 8, 1993**

**TO: FINANCE AND AUDIT COMMITTEE**

**FROM: CITY CLERK**

**RE: 1992 AUDITED FINANCIAL STATEMENT**

---

At the Council Meeting of June 7, 1993, the 1992 Audited Financial Statement, received consideration. At the aforesaid meeting Council passed the following motion approving the Audited Financial Statement:

"RESOLVED that Council of The City of Red Deer hereby approves the 1992 Audited Financial Statement and as presented to Council June 7, 1993."

The decision of Council in this instance is submitted for your information and I trust you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/cjd

cc: Director of Financial Services  
Matthew Craig Davies Collins  
ATTENTION: M. DAVIES



NO. 12

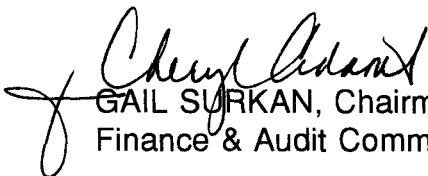
DATE: June 2, 1993  
TO: City Council  
FROM: Finance & Audit Committee  
RE: WATER UTILITY CAPITAL FUNDING

---

The Finance & Audit Committee, at their June 1, 1993 meeting, gave consideration to the report from the Director of Financial Services dated April 29, 1993 concerning the above. A copy of the above noted report is attached for your review. The following motion was passed by the Committee regarding capital funding.

"That the Finance & Audit Committee, having considered report from the Director of Financial Services dated April 29, 1993, hereby recommend to Council of the City of Red Deer authorization of the use of \$500,000. accumulated Sewer Utility Surplus to fund the Water Utility Dewatering Plant expansion."

The above is submitted for Council's consideration and recommendation.

  
GAIL SURKAN, Chairman  
Finance & Audit Committee

attach.

**DATE:** April 29, 1993

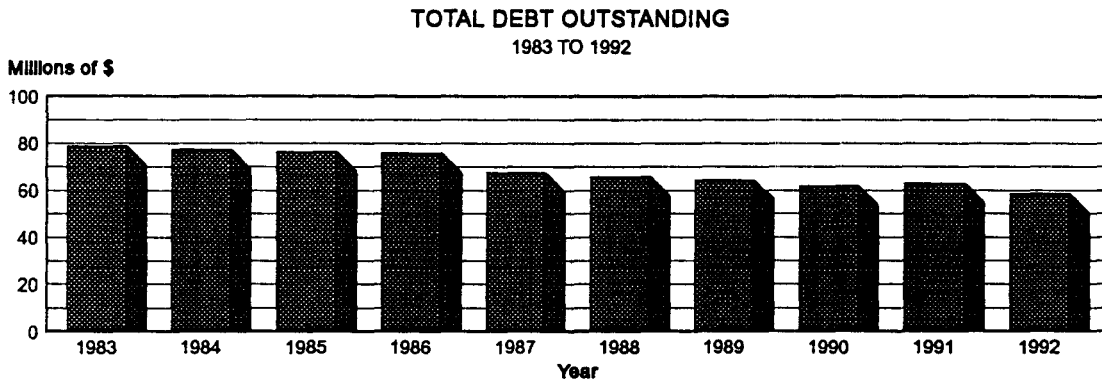
**TO:** Finance and Audit Committee

**FROM:** Director of Financial Services

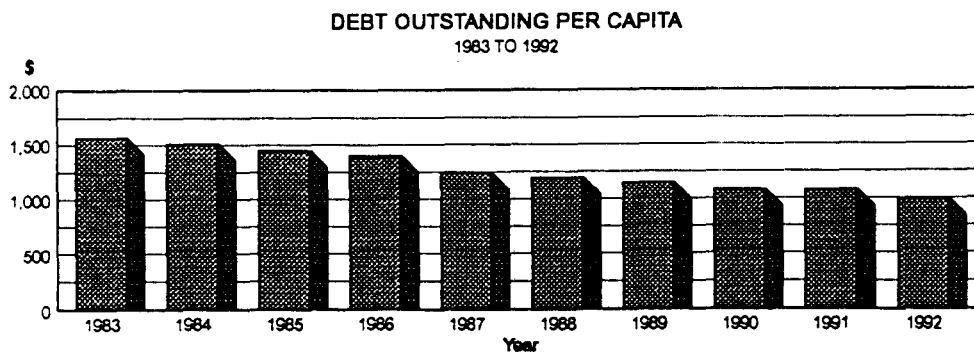
**RE:** WATER UTILITY CAPITAL FUNDING

---

The City has been using surplus funds as they become available to pay off existing long term debt or avoid having to issue new debt. This has assisted in reducing long term debt from \$78.6 million in 1983 to \$58.3 million in 1992, as shown on the following graph.



In terms of debt per capita, the reduction has been from \$1,565 in 1983 to \$994 per capita in 1992.



Finance and Audit Committee  
 April 29, 1993  
 Page 2

The advantages of reducing long term debt by using surplus funds are:

- interest rates paid on investing surplus funds are usually less than the interest rate paid on long term borrowing
- interest costs, which equal 56% of the original borrowing over the repayment term, are avoided
- less of the operating budget is required for debt repayment resulting in lower taxes/utility rates or more funds for services.

In the 1993 Capital Budget, Council approved a Dewatering Plant Expansion for the Water Utility. The cost of the expansion was \$500,000 spread over 1993 and 1994. The funding source was debentures.

At December 31, 1992 the following accumulated surplus existed in the Water and Sewer Utilities:

<u>Utility</u>	<u>Accumulated Surplus</u>
Water	\$ 197,000
Sewer	1,390,000

If \$500,000 of the Sewer Utility accumulated surplus was used to fund the Dewatering Plant Expansion instead of debenture borrowing, the Water Utility would save \$77,910 in its operating budget for repayment of principal and interest. Offsetting this, however, would be:

- the loss of \$30,000 per year in interest earnings on the \$500,000 surplus
- a reduction in accumulated surplus of \$500,000.

### **Requested Action**

That Council authorize the use of \$500,000 accumulated Sewer Utility surplus to fund the Water Utility Dewatering Plant expansion.



A. Wilcock, B. Comm., C.A.  
 Director of Financial Services

c Director of Engineering Services

**DATE: JUNE 8, 1993**  
**TO: DIRECTOR OF FINANCIAL SERVICES**  
**FROM: CITY CLERK**  
**RE: WATER UTILITY CAPITAL FUNDING**

---

At the Council Meeting of June 7, 1993, the following motion was passed in accordance with recommendations from the Finance and Audit Committee, authorizing the use of accumulated sewer utility surplus to fund the Water Utility Dewatering Plant expansion:

"RESOLVED that Council of The City of Red Deer hereby authorizes the use of \$500,000. accumulated Sewer Utility Surplus to fund the Water Utility Dewatering Plant expansion and as recommended to Council June 7, 1993, by the Finance and Audit Committee."

The decision of Council in this instance is submitted for your information and appropriate action.

Trusting you will find this satisfactory.



D. SEVCIK  
City Clerk

CS/cjd

cc: Finance and Audit Committee  
Director of Engineering Services  
Public Works Manager

NO. 13

FILE: gord\memos\plcy-503.cc

**DATE:** May 31, 1993  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE: POLICY 503 - WHEELCHAIR CROSSINGS**

---

Attached is a revision to Policy 503 on Wheelchair Crossings. We have reviewed the proposed policy with both the Social Planning and Engineering Managers and have incorporated their comments into the revised policy.

Those words being proposed for deletion are indicated in brackets ( ). Those words being proposed to be added are printed in **bold**.

Item 2 is being deleted because budget restraints in the past number of years have not allowed us to undertake any specific installations independent of repairs or new construction.

### **RECOMMENDATION**

It is respectfully recommended to Council that revised Policy 503, Wheelchair Crossings, be approved.



Gordon Stewart, P. Eng.  
 Public Works Manager

/blm

c Director of Engineering Services  
 Engineering Department Manager  
 Social Planning Manager

Att.

### **Commissioners' Comments**

We concur with the recommendations of the Public Works Manager.

"G. SURKAN"  
 Mayor

"M.C. DAY"  
 City Commissioner

Policy Section:  
(Engineering) **Public Works**

Page :  
1 of 1

Policy Subject  
Wheelchair Crossings

Policy Reference:  
503

Lead Role:  
Engineer/(F.C.S.S.) **Social Planning/  
Public Works Manager**

Resolution/Bylaw:  
May 10, 1982

---

### PURPOSE

To provide wheelchair crossings at intersections.

### POLICY STATEMENT

- 1) Wheelchair crossings to be installed **at** (in the downtown areas) **intersections** whenever existing sidewalk is removed, **and where the traffic signal operation permits pedestrian crossing.**
- 2) (Wheelchair crossings be considered annually in the operating budget for the downtown core until complete.)
- 3) Wheelchair crossings be installed in all new subdivisions according to accepted standards.
- 4) Wheelchair crossings not to be installed in existing subdivisions unless a particular situation is evident.

---

Cross Reference

---

Remarks

---

Date of Approval:  
May 10, 1982

Effective Date:

Date of Revision:

---

**DATE: JUNE 8, 1993**  
**TO: PUBLIC WORKS MANAGER**  
**FROM: CITY CLERK**  
**RE: POLICY #503 - WHEELCHAIR CROSSINGS**

---

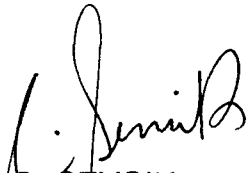
Your report dated May 31, 1993, including revised copy of Policy #503, appeared on the Council Agenda of June 7, 1993.

At the aforesaid meeting Council passed the following motion in accordance with your recommendations:

"RESOLVED that Council of The City of Red Deer hereby approves revised Policy #503 -Wheelchair Crossings and as submitted to Council June 7, 1993, by the Public Works Manager."

The decision of Council in this instance is submitted for your information and appropriate action and I trust you will find same satisfactory.

This office will now be sending a copy of the revised policy to all Council Policy Manual Holders under separate cover.



G. SEVCIK  
City Clerk

CS/cjd

cc: Director of Engineering Services  
Social Planning Manager  
Clerk Steno II - Donna

CORRESPONDENCENO. 1

4331 MICHENER DRIVE  
RED DEER, AB. T4N 2A9  
MAY 13, 1993  
343 - 6447

YOUR WORSHIP, MAYOR GAIL SURKAN  
CITY HALL, RED DEER, AB.

DEAR MAYOR SURKAN

YOUR OFFICE HAVE ADVISED ME IT IS NECESSARY TO MAKE A  
FORMAL REQUEST IN WRITING IN ORDER THAT FUNDING FOR A PLAQUE  
"RED DEER - THE CITY OF PEACE" MAY BECOME AN ITEM ON  
YOUR BUDGET AGENDA.

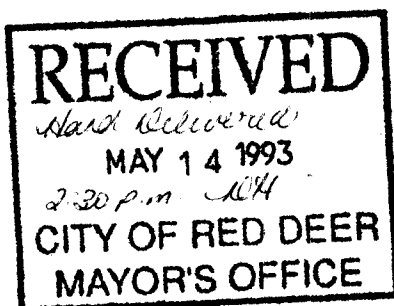
OUR GROUP IS WELL AWARE OF THE TAX DOLLARS NECESSARY TO KEEP  
THIS BEAUTIFUL CITY THE SHOW PLACE OF CENTRAL ALBERTA. WE  
ARE AWARE OF YOUR FINANCIAL PRESSURE. WE RECALL THAT IN 1987  
THE PEACE MILE AT BOWER PONDS WAS COST-SHARED WITH THE CITY.  
A LOT OF PEOPLE WITH A LITTLE BIT OF MONEY COULD MAKE THAT  
POSSIBLE AGAIN. THE NET RESULT WOULD BE THAT WE HELPED RED  
DEER BECOME A PEACE CITY, HOPEFULLY WITH A PLAQUE IN CITY PARK.

I WOULD LIKE TO BE PRESENT WHEN THE ITEM IS DISCUSSED.  
RICK ASSINGER HAS EXPRESSED A DESIRE TO ACCOMPANY ME.

SINCERELY



DOROTHY CORNEY  
CO-ORDINATOR 1993 PEACE RUN  
TEN DAYS FOR WORLD DEVELOPMENT  
REPRESENTATIVE FOR RED DEER





**DATE:** May 26, 1993

**TO:** CITY CLERK

**FROM:** CRAIG CURTIS  
Director of Community Services

**RE:** D. CORNEY COORDINATOR 1993 PEACE RUN -  
PLAQUE IN CITY HALL PARK  
Your memo of May 14, 1993 refers.

---

I have discussed the proposal for a plaque in City Hall Park with the Parks Manager and Dorothy Corney. The plaque proposed would be approximately 12 inches by 12 inches and would read "Red Deer - The City of Peace".

Council is considering this request of Dorothy Corney to determine if the concept of "The City of Peace" is desirable. Perhaps "A City of Peace" is more appropriate. In addition, the matter of funding this plaque at ±\$400 should be addressed. The City has already shared in the cost of two "Peace Mile" plaques located at Bower Ponds and the Heritage Ranch Bridge.

In view of the economic guidelines for the 1994 budgets, I cannot support municipal funds for this project. In addition, City Hall Park should not be considered for this plaque as it already contains a memorial, survey monument, registration book, walking trail interpretive sign and numerous flower beds.

In discussion with Mrs. Corney and the Bylaws/Inspections Manager, it was determined that if the plaque is approved, the columns on the steps of City Hall would be a more appropriate location. This would be a more economical installation and would require less maintenance than a plaque on a rock in the park. Also, it would not add to the proliferation of fixtures already in City Hall Park.

#### RECOMMENDATION

That City Council not allocate funds for a "Peace" plaque in City Hall Park. However, if private funding is identified, the plaque could be placed on the step columns entering City Hall.



CRAIG CURTIS

:ad

**DATE: May 25, 1993**  
**TO: City Clerk**  
**FROM: Director of Financial Services**  
**RE: D. CORNEY, COORDINATOR 1993 / PEACE RUN**  
**PLAQUE IN CITY PARK**

---

Ms. Corney is apparently requesting the City install a plaque in City Hall Park commemorating Red Deer as the City of Peace.

The idea of further recognition as Red Deer being the City of Peace is certainly laudable. It is questionable, however, in these times of budget restraint that the expenditure is justified.

The Parks Department does some lettering each year in the Parks with flowers. Perhaps they could put "Red Deer - The City of Peace" in flowers.



A. Wilcock, B. Comm., C.A.  
Director of Financial Services

AW/jt

c. Director of Community Services  
Parks Manager

PATH: alan\memos\peacerun.clk

Commissioners' Comments

We concur with the recommendations of the Director of Community Services.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

DATE May 14/93

TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES
- ☐ DIRECTOR OF ENGINEERING SERVICES
- ☒ DIRECTOR OF FINANCIAL SERVICES
- ☐ BYLAWS & INSPECTIONS MANAGER
- ☐ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☐ ECONOMIC DEVELOPMENT MANAGER
- ☐ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☐ FIRE CHIEF
- ☒ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☐ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☐ PRINCIPAL PLANNER
- ☐ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE:

D. Corney Co ordinator 1993

Please submit comments on the attached to this office by

for the Council Agenda of

Peace Run - Oplague in City Park

May 31

June 7

ACKNOWLEDGE

C. SEVCIK  
City Clerk


TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES
- ☐ DIRECTOR OF ENGINEERING SERVICES
- ☒ DIRECTOR OF FINANCIAL SERVICES
- ☐ BYLAWS & INSPECTIONS MANAGER
- ☐ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☐ ECONOMIC DEVELOPMENT MANAGER
- ☐ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☐ FIRE CHIEF
- ☒ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☐ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☐ PRINCIPAL PLANNER
- ☐ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE: D. Corney Co-ordinator 1993/Peace Run - Plaque in City ParkPlease submit comments on the attached to this office by May 31for the Council Agenda of June 7, 1993.

  
C. SEVCIK  
City Clerk

... TO THE ORIGINATOR OF THE IDEA.

PLAQUE TO READ: "INSPIRED BY PEACE AMBASSADOR, SRI CHINMOY, OUR CITY JOINS WITH  
HUNDREDS OF OTHERS TO PROMOTE THE CAUSE OF LOVE, BROTHERHOOD  
& HARMONY AMONG ALL PEOPLE."

"WORLD PEACE: AN UNPRECEDENTED HUMAN ACHIEVEMENT"

*Change phoned over by Brooks  
June 8 '93.*

HUNDREDS OF  
OTHER PEACE SITES AROUND  
THE WORLD



9801-86 Ave.  
Edmonton, Alberta  
T6E 2L5  
433-4752  
June 2, 1993

Submitted to City Council

Date: June 1 '93

Your worship, Mayor Gail Surkan  
P.O. Box 5008, Red Deer, Alberta  
T4N 3T4

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	
DATE	June 3 '93
BY	cm/l. Perinik

Dear Mayor Surkan,

We appreciate the decision of Red Deer City Council to proclaim the City of Red Deer as a City of Peace. However, we would like you to consider revising this proclamation or making a new one so that the name of Sri Chinmoy can appear on it. The Peace Blossom initiative - although put forward by the Sri Chinmoy Marathon Team, is a direct result of the inspiration provided by Peace Ambassador Sri Chinmoy. The project and the name should go together. If it is the case that the members of City Council do not know enough



2.

about this man and his contribution to world peace, I am sending you some additional literature and a 10 minute video tape. These materials were used by the research team at Edmonton City Hall, and I only just got them back.

Each of the existing peace groups offer their own perspective and contribution to world peace. There is no competition or animosity between groups - and there would not be any demotivation with

an initiative and point of view which is shared - only satisfaction that a city is dedicating itself to peace as a result of a great man's initiative.

I have also enclosed the recent proclamation by the City of Edmonton, a letter from Mayor Reimer and a letter from Premier Klein - hoping there will be of interest to you.

Very sincerely,

Alberta Coordinator, Peace Run '93.

Victoria  
1-800 St. Patrick St.  
Vancouver, BC  
V8S 4Y4  
Tel: (604) 602-6211  
Fax: (604) 602-6211  
Edmonton  
643 B West 71st Ave.  
Edmonton, AB  
T6E 2E9  
Tel: (403) 433-4752  
FAX: (403) 433-4752  
Winnipeg  
1158 Robson St.  
Winnipeg, Man  
R2G 1T5  
Tel: (204) 663-6006  
Toronto  
1085 A Harbour St.  
Toronto, Ont.  
M5R 3G8  
Tel: (416) 588-7767  
Kingston  
34 Church St.  
Kingston, Ont.  
K7M 2N5  
Tel: (613) 547-3089  
Ottawa  
268 Fifth Ave.  
Ottawa, Ont.  
K1S 2N5  
Tel: (613) 234-8841  
Montreal  
4629 Park Ave.  
Montreal, Que.  
H2V 4E4  
Tel: (514) 489-5692  
FAX: (514) 685-3372  
Quebec  
1893 Ave. Notre Dame  
Quebec  
G2N 1T1  
Tel: (418) 849-2254  
Halifax, N.S.  
2456 Agricola St.  
Halifax, National Office  
Tel: (902) 425-1174  
Fax: (902) 420-0773

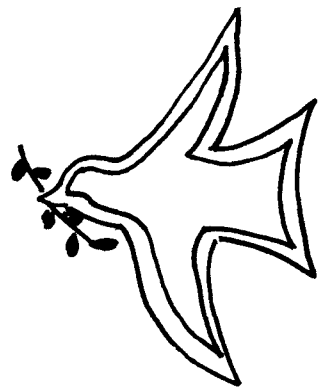
**RED DEER**

**SRI CHINMOY**

**CITY**

**OF**

**PEACE**





**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 8, 1993

Ms. Dorothy Corney  
4331 Michner Drive  
Red Deer, Alberta  
T4N 2A9

Dear Ms. Corney,

**RE: PEACE PLAQUE - CITY HALL**

Your letter of May 3, 1993, requesting Council to consider allocating funds for a "Peace plaque" in City Hall Park, received consideration at the Council Meeting of June 7, 1993.

At the aforesaid meeting Council passed the following motion:

"RESOLVED that Council of The City of Red Deer hereby agrees not to allocate funds for a "Peace" plaque in City Hall Park.

Council agrees that if private funding is identified, the plaque could be place on the step columns entering City Hall.

Council further agrees to the wording for the plaque as presented at the Council Meeting of Jun 7, 1993."

The wording which was presented at the June 7 meeting and approved by Council is as follows:

"Red Deer, Sri Chinmoy, City of Peace.

Inspired by Peace Ambassador, Sri Chinmoy, our City joins hundreds of other peace sites around the world to promote the cause of Justice, Love, and Harmony among all people."

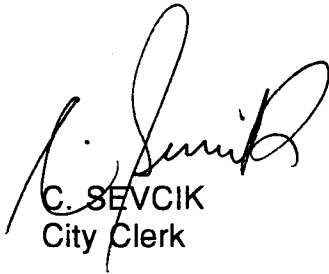
As noted in the resolution, Council did not approve allocating any funds for this project. However, if you are able to come up with private funding for the plaque and its installation, Council has given approval for its placement on the step columns entering City Hall. With regard to arrangements to have the plaque ordered and installed, please contact the Parks Manager, Mr. Don Bachelor (342-8165).

*a delight  
to discover!*

Ms. Dorothy Corney  
Page 2  
June 8, 1993

Trusting you will find this satisfactory and with very best wishes.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

cc: City Commissioners  
Director of Community Services  
Director of Financial Services  
Parks Manager  
Bylaws and Inspections Manager  
Ms. A. Garfinkle  
Alberta Coordinator - Peace Run '93  
9801 - 86 Avenue  
Edmonton, Alberta  
T6E 2L5

NO. 2

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	
DATE	May 21/93
BY	C. J. P. [Signature]

May 11, 1993

May 11, 1993  
Mayor and members of the City Council,  
City of Red Deer,  
Red Deer, Alta.

Dear Mayor, Councillors and City Council members:

We would like to express our concern regarding the pedestrian accident at Taylor Bridge which occurred Thursday, May 13, 1993. In fact, this is not an "isolated" incident, to quote City Engineering Manager, Ken Haslam, "and one which should be eliminated as such."

A freighter ferry similar accident touched our lives in a personal way in April of 1992. Our 14 year old Nelson, Stephen Wilson, of Prince Albert, Saskatchewan, was killed when he fell through a concrete wide space which ran between the piers and south bound lanes of a 4 lane expanded from 2 lane bridge in that city. He fell 10 metres to the railway tracks below and was killed instantly. He had jumped over the concrete traffic divider thinking it was a solid wall.

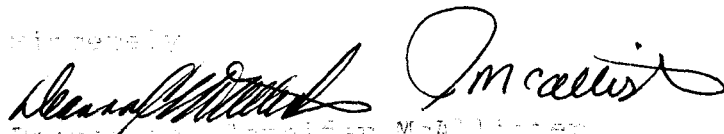
The construction of both bridges in Red Deer and Prince Albert is virtually identical and we refer you to the earlier newspaper articles. We have personally viewed both bridges and would like to point out to you that an optical illusion exists. Some city engineers may be aware of this hazard the average pedestrian is not. Though the pedestrian notes the chockers across, it is made on the assumption that the bridge is solid straight across. It is impossible to see that there is a gap from the pedestrian's level of perspective until he is directly over the

The issue here is not one of liability, but that bridges constructed in this manner are made safe, regardless.

Prince Albert had one prior accident with injuries and several deaths of children before their fatality in the accident of 4 April. Red Deer has now had its first warning. We urge you to consider and adopt a viable solution before the City of Red Deer has a repetition of the Thursday's accident or a fatality of our own.

Thank you for your consideration and attention to our concerns.

Sincerely,



Dennis A. Jennifer McAllister  
61 Allen Lane  
Red Deer, Alberta T4R 1A6

# Prince Albert Daily Herald

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on Page 2



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## City engineers to take close look at Sixth east overpass

By GREG URBANOSKI  
of the Herald

The city engineering department is conducting a review of the accident which claimed the life of Stephen Voldeng.

Voldeng, 14, died when he fell Saturday from the Sixth avenue east overpass to the railroad tracks 10 metres below. The matter came before city council Monday night with Mayor Gordon Kirkby and several councillors expressing concern and regret over the accident.

"I wish to express my sympathy to Stephen's family and friends," said Kirkby. "The engineering department is presently reviewing the situation thoroughly and all information will come out in a

report to the city works and planning committee."

Councillor Maria-Lynn Free-land asked Kirkby that while the report was being prepared, if the city could take time to make the public aware of the potential danger of the bridge.

City Engineer John Swystun said the department has been reviewing the area and is awaiting the accident report from City Police. Swystun said the department wanted to review the circumstances behind the accident and "deal with facts rather than jump to conclusions".

"We're reviewing the bridge from 19th (street east) to where it ends near 16th (street east)," said Swystun. "We want to look at the



STEPHEN  
VOLDENG

**Local teen  
dies after  
falling from  
overpass  
on Saturday**

whole area and see how the pedestrians and vehicles are served. If there can be some adjustments made, then we can take some action."

Swystun informed council there

are two separate bridges on Sixth avenue east which are separated by a five-metre section. There is a barrier for most of the span to prevent traffic from going over the edge. However, at the northern edge of the area between the bridges, where Voldeng attempted to cross, there is no barrier.

Council heard from Carrie Burant, a 17-year-old student from Carlton Comprehensive High School who said: "People don't know about the danger there ... I hope something is done about the overpass."

Councillor Dennis Nowoselsky attempted to present a motion asking for safeguards to be placed on the bridge. Nowoselsky said he

had received a number of calls about the incident.

Kirkby said the motion was not necessary because of the investigation by the city engineering department.

"Everything that can be done is being done," he said.

Councillor Dick Spencer agreed with the actions of Kirkby and Swystun, stating he felt the present investigation would be sufficient and there was nothing to be gained by further motions.

Councillor Morley Jaeger said he felt "parents must accept some responsibility" and point out potential dangers to their children, especially with the overpass.

See related story on Page 3.



**Fatal crash ...** One person is dead after a two-vehicle collision south of Prince Albert on Highway 11 near the junction of Highway 2. A northbound car

and southbound semi-trailer met head-on about 2:40 p.m. Monday. The female driver of the car, who was alone, was ejected from the vehicle and

killed. The truck driver was taken to hospital for observation. RCMP are still investigating the incident. At present no charges have been laid.

—Herald Photo by Kent Jones

## Teen killed in bridge fall mourned as 'terrific kid' BEST ATTAINABLE IMAGE

By CONNIE SAMPSON  
of the Herald

Stephen Voldeng has left behind the reputation of being "one terrific kid", school principal George McHenry said Monday.

"It is a very sad time for all of us...staff is really hurting. He was well liked by his classmates."

Stephen, 14, died Saturday at 2 p.m. when he fell from the Sixth avenue east bridge. It is not known exactly why he fell but it is believed he was crossing Sixth avenue east at the time of the accident.

His mother, Beverly Voldeng, said Stephen was on his way downtown to buy soccer shoes in preparation for the upcoming season. He had played soccer with several Crescent Heights Community club teams in the past few years.

Stephen's dream was to pass the tests necessary to achieve his black belt in karate. National level tests will be held at Thanksgiving in Calgary, his mother said.

Stephen was "majorly into karate" and held a brown belt. He studied at the Shotokan School of Karate in Prince Albert.

**"He was well liked by his classmates."**

**George McHenry**

Stephen liked to take things apart and put them together again, "to wreck and fix." He had just received a basketball "slam-dunk basket" he and his friends enjoyed in their spare time.

McHenry said he had put together a support team Sunday, composed of clergymen, school counsellors and a psychologist to work with students and staff. Counsellors were in each of Stephen's classrooms Monday morning. Two quiet rooms were set aside for students of staff who need a time out for their grief or to talk quietly with counsellors.

Parents who knew Stephen and those whose children are very upset will be able to meet at Vickers School Wednesday evening to take part in an informal group.

"People need to talk to get rid of their grief," McHenry said. "Counsellors will be on hand to

help and to advise parents."

Don Moriarty of McKenzie Funeral Home came to the school to give students booklets to help them deal with their shock and grief, McHenry said.

A memorial service will be held at the school Thursday morning for staff and students.

"Perhaps the anger the kids feel will turn to something positive," McHenry suggests. It is possible students may strive to see a cover or a barrier to protect others on the Sixth avenue east bridge.

Another youth fell from the bridge within the past year, suffering broken bones when his fall was broken by snow.

Most people don't realize there is an open space between the bridge's north and south bound lanes, McHenry said.

The funeral will be held Wednesday at 1:30 p.m. at Messiah Lutheran Church, 1769 15th street east.

A Stephen Voldeng Scholarship Fund has been established, c/o 130 Ninth street east. His parents, Warren and Beverly and sister Kendra have said they would appreciate contributions to the fund in lieu of other tributes.

DATE: May 25, 1993  
TO: City Clerk  
FROM: Engineering Department Manager  
RE: **D. & J. MCALLISTER  
TAYLOR BRIDGE SAFETY CONCERN**

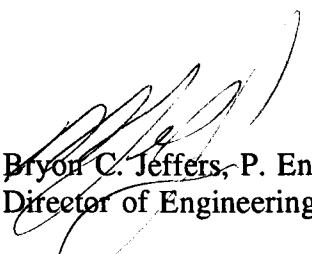
---

The Engineering Department initiated a number of actions subsequent to the accident occurring. These included:

1. Contacted the consultant and instructed him to review the design and other similar bridge designs. We have been informed about the Prince Albert situation. The consultant is to bring a report back to us.
2. Engineering Department staff carried out a site inspection.
3. We are presently reviewing options/costs to carry out preventative measures.

**RECOMMENDATION**

We would respectfully recommend that this item be tabled for two weeks to allow the Engineering Department to bring back a complete report.



Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

BCJ/emg

c.c. RCMP Inspector  
c.c. City Solicitor

**Commissioners' Comments**

We concur with the Director of Engineering Services that the matter be tabled for two weeks pending receipt of further information.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner



Royal  
Canadian  
Mounted  
Police

Gendarmerie  
royale  
du  
Canada

Security Classification / Designation  
Classification / Désignation sécuritaire

June 1, 1993

Your file      Votre référence

CITY CLERK  
City of Red Deer  
4914 - 48 Avenue  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Our file      Notre référence

Dear Sir/Madam:

**RE: D & J McALLISTER - Taylor Bridge Safety Concern**

Please be advised that this office recommends that a couple of signs be erected at each end of the bridge in the median, indicating no pedestrians. Preferably, a design pattern rather than a letter sign. This should alert even the youth.

Also, large danger signs attached to the concrete side rails might help.

(R.L. BEATON) Insp.  
O.i/c Red Deer City Detachment

/cef

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	pm.
DATE	June 3 '93
BY	R. Beaton

Submitted to City Council (with agenda)  
Date: June 7 '93

Canada

DATE MAY 21, 1993

TO:

- ☐ DIRECTOR OF COMMUNITY SERVICES
- ☒ DIRECTOR OF ENGINEERING SERVICES
- ☐ DIRECTOR OF FINANCIAL SERVICES
- ☐ BYLAWS & INSPECTIONS MANAGER
- ☐ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☐ ECONOMIC DEVELOPMENT MANAGER
- ☐ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☐ FIRE CHIEF
- ☐ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☒ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☐ PRINCIPAL PLANNER
- ☒ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE: D. & J. MCALLISTER - TAYLOR BRIDGE SAFETY CONCERN

Please submit comments on the attached to this office by May 31

for the Council Agenda of June 7 .

  
C. SEVCIK  
City Clerk



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

May 21, 1993

Deanna and Jennifer McAllister  
61 Allan Close  
Red Deer, Alberta  
T4R 1A4

Dear Deanna and Jennifer McAllister,

RE: TAYLOR BRIDGE SAFETY CONCERN

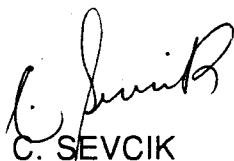
Thank you for your letter in regard to the above, and we would advise that this matter will be presented to Red Deer City Council at its meeting on June 7, 1993.

In the event you wish to be present at the Council Meeting, would you please telephone our office on Friday June 4, and we will advise you of the approximate time that Council will be discussing this item. Council meetings begin at 4:30 p.m. and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m. If you are coming to the Council Meeting please enter City Hall on the park side entrance (west side) when arriving, and proceed up to the second floor Council Chambers.

This request has been circulated to City Administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday June 4.

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

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

*a delight  
to discover!*

# Tuesday

April 14, 1992

**BROWNE** BODY SHOP  
PRO-SHOP COLLISION CENTRE  
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# Prince Albert Daily Herald

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LOW 4  
More details  
on Page 2



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tions and Electrical Workers of Canada, which represents SaskTel's 3,900 unionized employees, there will be no layoffs.

HERMAN



"What about a moat?  
Do you want to buy  
a nice moat?"

## City engineers to take close look at Sixth east overpass

By GREG URBANOSKI  
of the Herald

The city engineering department is conducting a review of the accident which claimed the life of Stephen Voldeng.

Voldeng, 14, died when he fell Saturday from the Sixth avenue east overpass to the railroad tracks 10 metres below. The matter came before city council Monday night with Mayor Gordon Kirkby and several councillors expressing concern and regret over the accident.

"I wish to express my sympathy to Stephen's family and friends," said Kirkby. "The engineering department is presently reviewing the situation thoroughly and all information will come out in a

report to the city works and planning committee."

Councillor Maria-Lynn Free-land asked Kirkby that while the report was being prepared, if the city could take time to make the public aware of the potential danger of the bridge.

City Engineer John Swystun said the department has been reviewing the area and is awaiting the accident report from City Police. Swystun said the department wanted to review the circumstances behind the accident and "deal with facts rather than jump to conclusions".

"We're reviewing the bridge from 19th (street east) to where it ends near 16th (street east)," said Swystun. "We want to look at the



STEPHEN  
VOLDENG

Local teen  
dies after  
falling from  
overpass  
on Saturday

whole area and see how the pedestrians and vehicles are served. If there can be some adjustments made, then we can take some action."

Swystun informed council there

are two separate bridges on Sixth avenue east which are separated by a five-metre section. There is a barrier for most of the span to prevent traffic from going over the edge. However, at the northern edge of the area between the bridges, where Voldeng attempted to cross, there is no barrier.

Council heard from Carrie Burant, a 17-year-old student from Carlton Comprehensive High School who said: "People don't know about the danger there ... I hope something is done about the overpass."

Councillor Dennis Nowoselsky attempted to present a motion asking for safeguards to be placed on the bridge. Nowoselsky said he

had received a number of calls about the incident.

Kirkby said the motion was not necessary because of the investigation by the city engineering department.

"Everything that can be done is being done," he said.

Councillor Dick Spencer agreed with the actions of Kirkby and Swystun, stating he felt the present investigation would be sufficient and there was nothing to be gained by further motions.

Councillor Morley Jaeger said he felt "parents must accept some responsibility" and point out potential dangers to their children, especially with the overpass.

See related story on Page 3.



**Fatal crash ...** One person is dead after a two-vehicle collision south of Prince Albert on Highway 11 near the junction of Highway 2. A northbound car

and southbound semi-trailer met head-on about 2:40 p.m. Monday. The female driver of the car, who was alone, was ejected from the vehicle and

killed. The truck driver was taken to hospital for observation. RCMP are still investigating the incident. At present no charges have been laid.

—Herald Photo by Kent Jones

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## Teen killed in bridge fall mourned as 'terrific kid'

By CONNIE SAMPSON  
of the Herald

Stephen Voldeng has left behind the reputation of being "one terrific kid", school principal George McHenry said Monday.

"It is a very sad time for all of us...staff is really hurting. He was well liked by his classmates."

Stephen, 14, died Saturday at 2 p.m. when he fell from the Sixth avenue east bridge. It is not known exactly why he fell but it is believed he was crossing Sixth avenue east at the time of the accident.

His mother, Beverly Voldeng, said Stephen was on his way downtown to buy soccer shoes in preparation for the upcoming season. He had played soccer with several Crescent Heights Community club teams in the past few years.

Stephen's dream was to pass the tests necessary to achieve his black belt in karate. National level tests will be held at Thanksgiving in Calgary, his mother said.

Stephen was "majorly into karate" and held a brown belt. He studied at the Shotokan School of Karate in Prince Albert.

**"He was well liked by his classmates."**

**George McHenry**

Stephen liked to take things apart and put them together again, "to wreck and fix." He had just received a basketball "slam-dunk basket" he and his friends enjoyed in their spare time.

McHenry said he had put together a support team Sunday, composed of clergymen, school counsellors and a psychologist to work with students and staff. Counsellors were in each of Stephen's classrooms Monday morning. Two quiet rooms were set aside for students of staff who need a time out for their grief or to talk quietly with counsellors.

Parents who knew Stephen and those whose children are very upset will be able to meet at Vickers School Wednesday evening to take part in an informal group.

"People need to talk to get rid of their grief," McHenry said. "Counsellors will be on hand to

help and to advise parents."

Don Moriarty of McKenzie Funeral Home came to the school to give students booklets to help them deal with their shock and grief, McHenry said.

A memorial service will be held at the school Thursday morning for staff and students.

"Perhaps the anger the kids feel will turn to something positive," McHenry suggests. It is possible students may strive to see a cover or a barrier to protect others on the Sixth avenue east bridge.

Another youth fell from the bridge within the past year, suffering broken bones when his fall was broken by snow.

Most people don't realize there is an open space between the bridge's north and south bound lanes, McHenry said.

The funeral will be held Wednesday at 1:30 p.m. at Messiah Lutheran Church, 1769 15th street east.

A Stephen Voldeng Scholarship Fund has been established, c/o 130 Ninth street east. His parents, Warren and Beverly and sister Kendra have said they would appreciate contributions to the fund in lieu of other tributes.

1. Mr. Alderman Louis Cepheri Cartwell  
for the City of Red Deer, Dept. of City Engineering;  
Cgo. Alexander, L.L.C.P.P.  
Mr. Brown, Principal, L.L.C.P.P.

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 8, 1993

Deanna and Jennifer McAllister  
61 Allan Close  
Red Deer, Alberta  
T4R 1A4

Dear Deanna and Jennifer McAllister,

RE: TAYLOR BRIDGE - SAFETY CONCERN

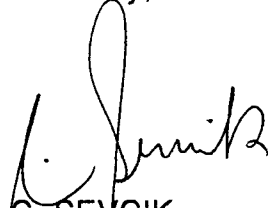
This is to advise that your letter of May 15, 1993, pertaining to the above topic, appeared on the Council Agenda of June 7, 1993.

At the aforesaid meeting Council passed a motion agreeing that the matter be tabled for 2 weeks, in order that the Engineering Department might bring a complete report back to Council for its consideration.

The decision of Council in this instance is submitted for your information and I trust you will find same satisfactory. Please contact this office on June 18 for a copy of the report and for scheduling the time of discussion of said matter at the June 21 Meeting.

If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

cc: Director of Engineering Services

*a delight  
to discover!*

NO. 3

**Harold S. (Bud) Jackson**  
148 McKenzie Street East  
Listowel, Ontario  
N4W 3S1

May 10, 1993

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

**RE: LAND USE BYLAW**

Thank you for your response of March 22, 1993 to my wife's request for a copy of your bylaw respecting the use of signage in the City of Red Deer.

As native westerners, my wife and I, with our family, want to return to the west and have targeted Red Deer as the city to live. My business is the rental of portable, inflatable signs which do much to attract attention to whichever business or event they are advertising. The signs are attractive, eye catching and are illuminated as well. They definitely make a statement. In my present inventory, they vary in size from eight to twenty-seven feet in height. They are definitely temporary with the average rental being from three days to a week. The initial expense of these signs as well as their relatively short lifetime compared to signs made of hard materials also makes them quite expensive to rent. This prevents long term applications.

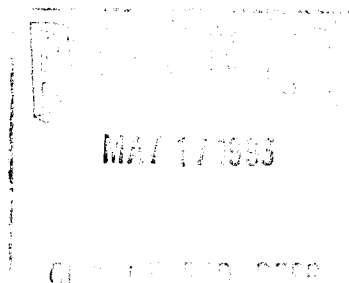
The erection of these signs is done with safety in mind. They are securely anchored with ground stakes for ground applications or with heavy eye bolts in rooftop applications. As a result, they are able to withstand high winds and weather. Our objective in our operation is to provide exciting and attractive advertising to our customers while in no way compromising public safety. With this in mind, we also insure the signs as well as carry liability insurance against unforeseen circumstances.

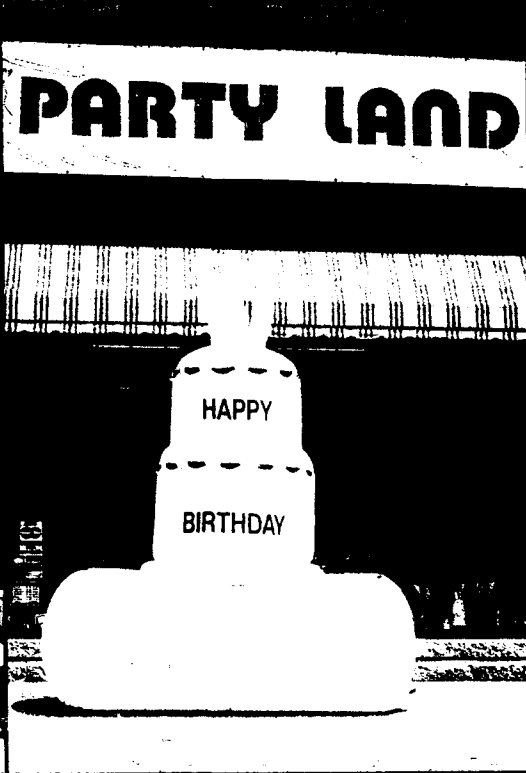
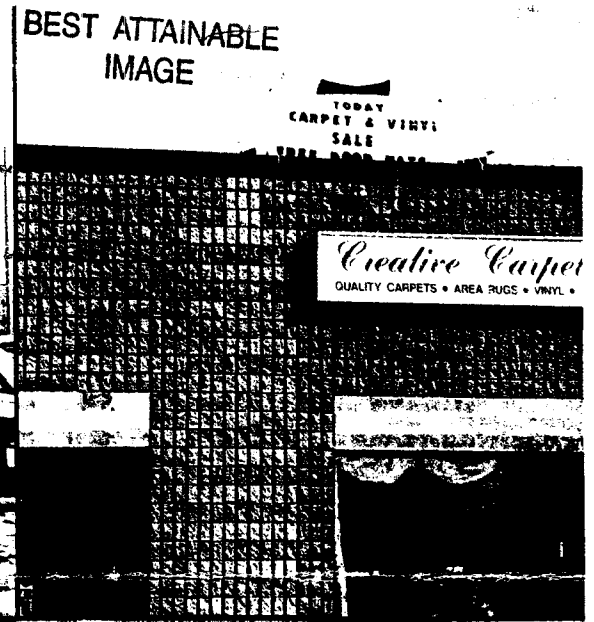
My problem arises with the application of your by-laws in that there does not seem to be allowance for their use in Red Deer. Under the provisions of your sign bylaw NO. 2996/89, paragraph 3.1.3, please accept this letter as a request to allow the use of these signs in the City of Red Deer. I have enclosed some colour copies of photographs of some typical signs and their application. If you have any questions or require further information, please do not hesitate to contact me.

I am looking forward to your early response. Thank you for your consideration.

Yours truly

  
Harold S. (Bud) Jackson





58

# COMBINATION INFLATABLES

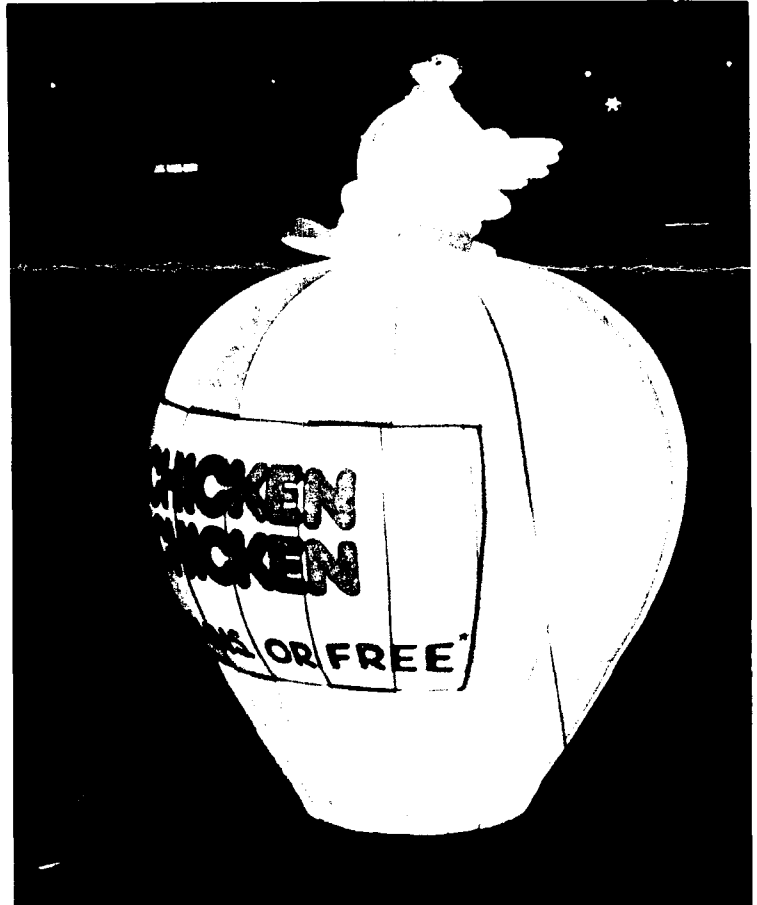
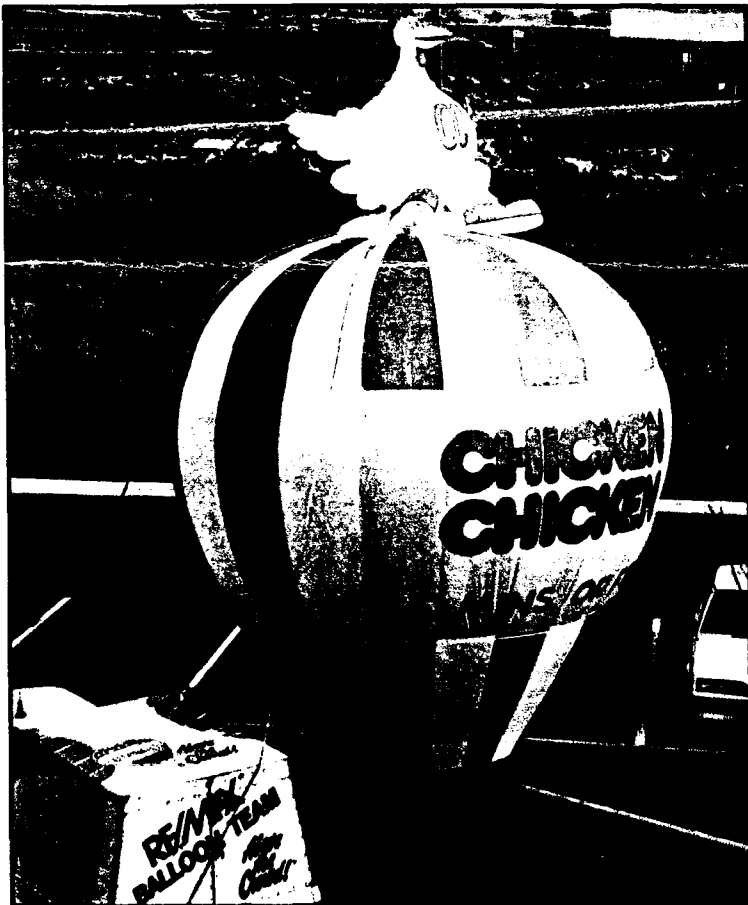
BEST ATTAINABLE  
IMAGE (Pat. Pend. World-Wide)



Zip-on top can be used separately



Balloon can be used separately







Royal Canadian Mounted Police  
Gendarmerie royale du Canada

59

Security Classification / Designation  
Classification / Désignation sécuritaire

May 20, 1993

Your file      Votre référence

•  
City of Red Deer  
City Clerk  
4914 - 48th Avenue  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Our file      Notre référence

Dear Sir/Madam:

**RE: Harold JACKSON - Inflatable Signs**

---

*The obvious concern I would have in the placement of these signs would be in relation to their proximity to the street.*

*This is spelled out clearly in the present bylaw as to safety to traffic and distances from the street.*

Yours truly,

(R.L. BEATON) Insp.  
O.i/c Red Deer City Detachment

/le

Red Deer City Detachment  
Bag 5033  
Red Deer, Alberta  
T4N 6A1

Canada

DATE: May 19, 1993  
TO: Charlie Sevcik, City Clerk  
FROM: Alan Scott, Manager Land and Economic Development  
RE: **HAROLD JACKSON - INFLATABLE SIGNS**

---

The Land and Economic Development Department would have no objection to the use of inflatable signs within the City of Red Deer, based on the proposal as outlined in Mr. Jackson's letter. Clearly, the signs are temporary in nature and would be used for special promotions.



Alan V. Scott

AVS/mm

DATE: May 19, 1993  
TO: City Clerk  
FROM: E. L. & P. Manager  
RE: Harold Jackson - Inflatable Signs

---

The signs being proposed are portable and up to 27 feet in height. These two factors can create an extreme safety hazard with respect to contact with overhead high voltage power lines.

Permanent signs do not result in the same hazard as requests for such signs are normally forwarded to the E. L. & P. Department for comment prior to erection. Through the referral process we are able to control the location and height to ensure public safety.

Recommendation

If such signs are permitted, the location of the sign should be referred to the E. L. & P. Department for approval prior to sign placement to ensure safe placement relative to overhead high voltage power lines.



A. Roth,  
Manager

AR/jjd



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394  
Fax: (403) 346-1570

May 31, 1993

Mr. C. Sevcik,  
City Clerk  
City of Red Deer  
Box 5008  
Red Deer, Alta.  
T4N 3T4

Dear Sir:

**Re: Harold Jackson - Inflatable Signs**

Mr Harold Jackson is planning to move to Red Deer and establish a business of advertising through the rental of inflatable, portable signs.

The control of signs in the City is excersized through the Sign Bylaw and the Land Use Bylaw. The Sign Bylaw defines the signs, and the Land Use Bylaw indicates in which district they are permitted. There is no provision in the Sign Bylaw or Land Use Bylaw for "inflatable, portable" signs and therefore, it cannot be permitted without amending the above two documents.

The inflatable signs may not be displayed in the parking lot, sidewalk, road right-of-way (city boulevard), landscaped area, top of a truck, top of the building or suspended in the air. In considering any new type of signs, consideration must be given to safety and aesthetics.

A sign should not:

- obstruct the view of, or otherwise pose a potential obstruction to vehicle or pedestrian traffic;
- unduly distract the attention of pedestrians, cyclists, or persons operating vehicles on the a roadway facility;
- a sign should not interfere with scenic viewpoints, scenic vistas and parkland character of the area.

A sign should complement the general character of the surrounding streetscape or architecture of any nearby buildings.

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTERTON No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIR • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND WOLD  
SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS  
SUMMER VILLAGE OF BURNSTICK LAKE


Re: Inflatable Signs

Pg. 2

We feel the inflatable, portable signs obstruct the view of pedestrians and distract the attention of persons operating motor vehicles. Aesthetically, they are not pleasing and do not blend into the streetscape, especially on the main entrances to the City.

For the reasons mentioned above, we recommend the request to allow inflatable, portable signs in the City be **denied**.

Yours truly,

A handwritten signature in black ink, appearing to read 'D. Rouhi', with a stylized, flowing script.

D. Rouhi, ACP, MCIP  
SENIOR PLANNER, CITY SECTION  
DR/cc

- c.c.
- Director of Community Services
  - Director of Engineering Services
  - Bylaws & Inspection Manager
  - E.L.& P. Manager
  - Economic Development Manager

DATE: 31 May 1993  
TO: City Clerk  
FROM: Bylaws and Inspections Manager  
RE: **HAROLD JACKSON - INFLATABLE SIGNS**

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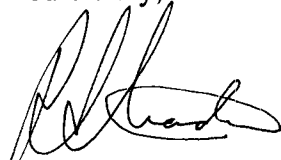
In response to your memo regarding the above, we have the following comments for Council's consideration.

The Section quoted by Mr. Jackson does not appear to be related to the type of signs his company deals with, as these signs are temporary signs, as defined in the Sign Bylaw. Mr. Jackson is quoting a section dealing with relaxations for location, size, etc.

Our concern with temporary signs, of any type, is that it is impossible to control where they locate, possibly on medians, boulevards, park areas, etc.

Recommendation: If Mr. Jackson would restrict these signs to location on buildings, we would not be concerned, provided he was willing to take out a sign permit for a specific period of time, as a temporary sign.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

CS-P-4.303

**DATE: May 31, 1993**  
**TO: CITY CLERK**  
**FROM: DON BATCHELOR**  
**Acting Director of Community Services**  
**RE: HAROLD JACKSON - INFLATABLE SIGNS**

---

I have discussed Mr. Jackson's proposal with the Social Planning and the Recreation & Culture Department Managers. Our concerns are similar to those of the Red Deer Regional Planning Commission; that is these signs not be considered and that an amendment to the Sign Bylaw not be considered at this time.

With the passing of the Building and Landscape Design Standards for Development on Major Entry Areas Bylaw (2672/W-92), a concern for aesthetics on our major approaches into the city has been addressed. The intent of this bylaw should not be jeopardized by the placement of large, inflatable signs. Although Mr. Jackson has not been specific on where these signs should be considered, the Community Services Division does not support this type of signage as it would detract from the overall aesthetics of the city.

RECOMMENDATION

That City Council concur with the recommendation of the Red Deer Regional Planning Commission and deny the request for inflatable signs.



DON BATCHELOR

:ad

- c. Ryan Strader, Bylaws/Inspection Manager  
Paul Meyette, Principal Planner, R.D.R.P.C.

660-099

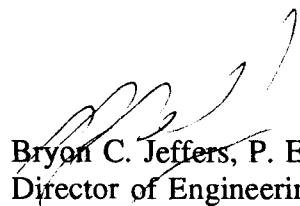
DATE: May 31, 1993  
TO: City Clerk  
FROM: Engineering Department Manager  
RE: **INFLATABLE SIGNS - HAROLD JACKSON**

---

Engineering Services has reviewed the material submitted from Mr. Jackson regarding the inflatable signs.

We would presume the applicable departments, such as By-laws and Inspections and the Planning Commission, will comment on such issues as they may relate to existing land use issues and signage.

If the signs were confined to private property, the comments from this Department are limited. We would have serious concerns should it be the intent to place the signs on public rights of way.



Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

BCJ/emg



TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES
- ☒ DIRECTOR OF ENGINEERING SERVICES
- ☐ DIRECTOR OF FINANCIAL SERVICES
- ☒ BYLAWS & INSPECTIONS MANAGER
- ☒ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☒ ECONOMIC DEVELOPMENT MANAGER
- ☒ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☒ FIRE CHIEF
- ☐ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☒ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☒ PRINCIPAL PLANNER
- ☒ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE: Harold Jackson - Inflatable Signs

Please submit comments on the attached to this office by May 31

for the Council Agenda of June 7 .

  
C. SEVCIK  
City Clerk

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

May 19, 1993

Harold S. Jackson  
148 McKenzie Street East  
Listowel, Ontario  
N4W 3S1

RE: LAND USE BYLAW

Dear Mr. Jackson,

Thank you for your letter in regard to the above, and we would advise that this matter will be presented to Red Deer City Council at its meeting on June 7, 1993.

In the event you wish to be present at the Council Meeting, would you please telephone our office on Friday June 4, and we will advise you of the approximate time that Council will be discussing this item. Council meetings begin at 4:30 p.m. and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m. If you are coming to the Council Meeting please enter City Hall on the park side entrance (west side) when arriving, and proceed up to the second floor Council Chambers.

This request has been circulated to City Administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday June 4.

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

Sincerely,

C. SEVCIK  
City Clerk

CS/cjd

**RED DEER***a delight  
to discover!*

**DATE:** 21 May 1993

**TO:** City Clerk

**FROM:** City Assessor

**RE:** HAROLD JACKSON - INFLATABLE SIGNS

---

From an assessment and tax perspective, and due to their temporary nature, these signs would not be subject to assessment.

A handwritten signature in black ink, appearing to read 'Al Knight', with a large, stylized flourish at the end.

Al Knight, A.M.A.A.  
City Assessor

AK/ngl

# COMBINATION INFLATABLES

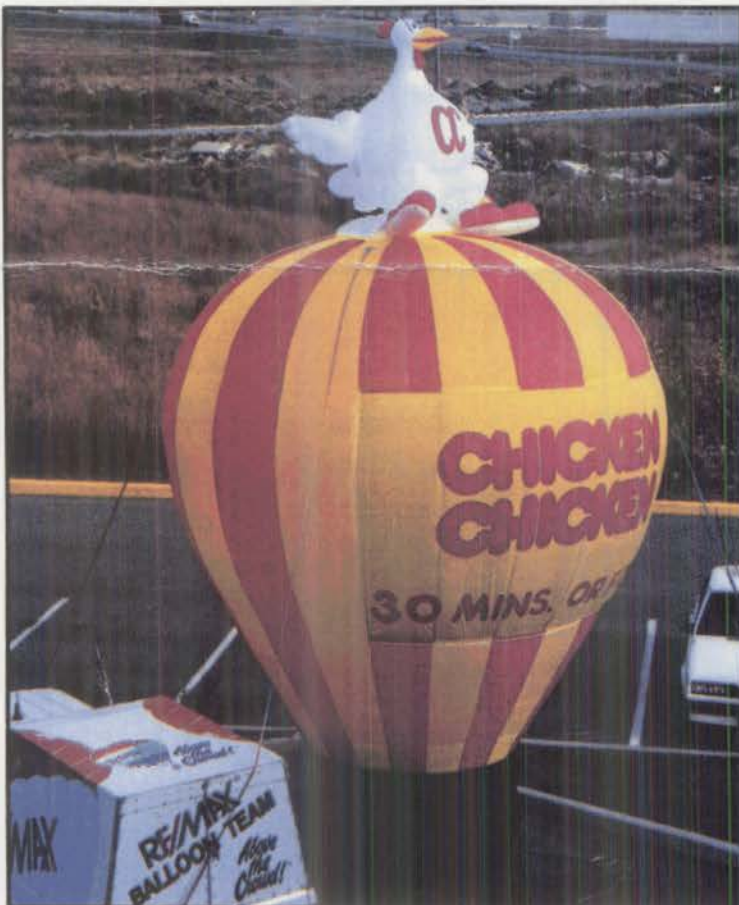
(Pat. Pend World-Wide)



Zip-on top can be used separately



Balloon can be used separately







# CHAPMAN RIEBEEK SIMPSON CHAPMAN WANLESS

Barristers & Solicitors

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

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

\* Denotes Professional Corporation

Your file:  
Our file: GEN 06/93 THC

June 3, 1993

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

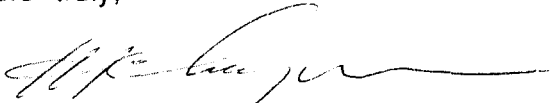
**ATTENTION: Charles Sevcik,  
City Clerk**

Dear Sir:

**RE: Land Use Bylaw & Sign Bylaw Respecting A-Board and Inflatable Signs**

Further to our meeting this morning, I enclose revised amendments to the Land Use Bylaw and the Sign Bylaw.

Yours truly,



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

**BY-LAW NO. 2996/A-93**

BEING a By-law to amend By-law Number 2996/89, the Sign Bylaw of the City of Red Deer.

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

That By-law No. 2996/89 is hereby amended as follows:

1 To amend section 3.3.1 by adding thereto the following:

" ( m ) A-Board Signs located within the boundaries of lots in I1 and I2 land use districts provided that:

- i ) such signs may advertise only the businesses situate on such lot; and
- ii ) such signs may not be placed on any portion of a lot which fronts upon the following arterial roads:

."

2 In all other respects, By-law No. 2996/89 is ratified and confirmed.

3 This by-law shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this DAY OF , A.D. 19

READ A SECOND TIME IN OPEN COUNCIL this DAY OF , A.D. 19

READ A THIRD TIME IN OPEN COUNCIL this DAY OF , A.D. 19

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**BY-LAW NO. 2672/H-93**

BEING a By-law to amend By-law Number 2672/80, the Land Use Bylaw of the City of Red Deer.

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

That By-law No. 2672/80 is hereby amended as follows:

1. To amend section 6.3.1.2 by adding thereto the following:

"(12) A-Board Signs located within the boundaries of the lot, provided that:

- i) such signs may advertise only the businesses situate on such lot; and
- ii) such signs may not be placed on any portion of a lot which fronts upon the following arterial roads:

."

2 To amend section 6.3.2.2 by adding thereto the following:

"(3) A-Board Signs located within the boundaries of the lot provided that:

- i) such signs may advertise only the businesses situate on such lot; and
- ii) such signs may not be placed on any portion of a lot which fronts upon the following arterial roads:

."



3 In all other respects, By-law No. 2672/80 is ratified and confirmed.

3 This by-law shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this DAY OF , A.D. 19

READ A SECOND TIME IN OPEN COUNCIL this DAY OF , A.D. 19

READ A THIRD TIME IN OPEN COUNCIL this DAY OF , A.D. 19

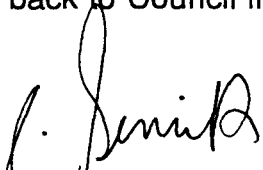
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**DATE: JUNE 8, 1993**  
**TO: BYLAWS INSPECTIONS MANAGER**  
**FROM: CITY CLERK**  
**RE: INFLATABLE SIGNS**

---

At the Council Meeting of June 7, 1993, a request from Harold Jackson, allowing the use of inflatable signs in The City of Red Deer, received consideration. At the aforesaid meeting, Council agreed that this request be tabled in order to allow the Administration an opportunity to bring recommendations back to Council, as to how such signs might be accommodated within The City. Would you please prepare a coordinated report to come back to Council in this regard, at your earliest convenience?



C. SEVCIK  
City Clerk

CS/cjd

cc: Director of Community Services  
Director of Engineering Services  
Land and Economic Development Manager  
E. L. & P. Manager  
Fire Chief  
Inspector Beaton  
Parks Manager  
Recreation and Culture Manager  
Principal Planner  
City Solicitor  
City Commissioner

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 8, 1993

Harold (S. Bud) Jackson  
148 McKenzie Street East  
Listowel, Ontario  
N4W 3S1

Dear Mr. Jackson,

RE: CITY OF RED DEER BYLAWS - INFLATABLE SIGNS

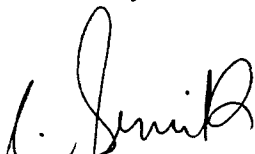
Your letter of May 10, 1993, pertaining to the above topic, appeared on the Council Agenda of June 7, 1993, along with reports from the Administration, a copy of which is enclosed herewith, (pages 59 - 66).

At the aforesaid meeting, Council agreed to table the matter in order to give the Administration an opportunity to submit recommendations back to Council, as to how the bylaws might be amended to accommodate such signs, as inflatable signs within our City.

The decision of Council in this instance is submitted for your information and once the report is received back from the Administration we will advise you of the date it is presented to Council and of Council's decision.

Trusting you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



G. SEVCIK  
City Clerk

CS/cjd

Encl.

cc: Bylaws and Inspections Manager

*a delight  
to discover!*



# <sup>67</sup> KO Boxing Promotions

10617-109 Street  
Edmonton, Alberta T5H 3B5  
Tel: (403) 428-9537 Fax: (403) 424-1386

NO. 4

May 18, 1993

Gail Surkan  
The Mayor  
Red Deer, Alberta  
Fax #: 1-346-6195

Dear Mayor Surkan;

We have a scheduled pro boxing card on June 12, 1993 to be held in your Centrum. As you at the present time do not have a Boxing Commission we will be asking the Edmonton Commission to supervise the fight. I need from you a letter addressed to Mr Ron Hayter, Sec-Treasurer of the Edmonton Boxing and Wrestling commission requesting that the E.B.W.C. act as supervisors for the fight on behalf of the City of Red Deer. For your information this has been in Red Deer on two occasions in the past. If you could fax the request to my office @ 1-424-1386 I will forward it to Mr Hayter. Thank you.

Sincerely,

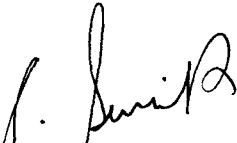
Glen F. Carriere  
K.O. Boxing Promotions

**DATE: JUNE 2, 1993**  
**TO: CITY COUNCIL**  
**FROM: CITY CLERK**  
**RE: KO BOXING PROMOTIONS - BOXING COMMISSION**

---

As noted in the correspondence from KO Boxing Promotions, The City does not currently have a boxing commission and has asked the Edmonton Boxing and Wrestling Commission to supervise such events in the past. Council has made such appointments by resolution.

We are in receipt of an "Information Bulletin" from the Department of Municipal Affairs, which indicates that when a municipality wishes to utilize the services of a boxing commission or similar agency from another municipality, Council must appoint the boxing commission by bylaw under authority of Section 238 of the Municipal Government Act. Accordingly, we have prepared a bylaw in this instance and would request that Council give the said bylaw three readings at this meeting in order that we are in a position to meet the scheduled pro boxing card date of June 12, 1993.

  
C. SEVCIK  
City Clerk

CS/cjd

# INFORMATION BULLETIN

MUNICIPAL ADMINISTRATIVE SERVICES DIVISION

Number 2/88

Date August 12, 1988

To: ALL MUNICIPALITIES

RE: REGULATION OF BOXING, WRESTLING AND SIMILAR EVENTS

There have been occasions when the council of a municipality wishes to invite the boxing commission of another municipality (more experienced and with the necessary expertise) to monitor and control such matches in their municipality.

When a municipality wishes to utilize the services of a boxing commission or similar agency from another municipality, council must appoint the boxing commission by by-law under authority of section 238 of the Municipal Government Act. The by-law may provide the appointed board or commission with authority to control and regulate sparring exhibitions, boxing, kick boxing, judo, karate, wrestling and similar matches.

Section 238 also provides authority for council to pass by-laws to regulate and control such events directly or to appoint a boxing board or commission of its own.

If municipalities require information about the establishment of a Boxing and Wrestling Commission, they may wish to contact the Boxing and Wrestling Commissions in the City of Edmonton or Calgary.

The Municipal Administrator's Handbook contains a section in Volume 2 for the retention of Information Bulletins. Please file all Information Bulletins in this section for quick reference and retrieval.

Commissioners' Comments

In view of the time frame involved, we recommend Council approve the bylaw drafted in this instance. We will, however, pursue with the City Solicitor the preparation of a generic bylaw which would not require that this issue be brought to Council every time there is an application for a boxing match.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner





**THE CITY OF EDMONTON**  
**BOXING AND WRESTLING COMMISSION**

(CONSTITUTED BY BY-LAW 5821)

2nd FLOOR, CITY HALL, #1 SIR WINSTON CHURCHILL SQUARE, EDMONTON, ALBERTA  
CANADA T5J 2R7 TELEPHONE: 403-496-8128 FAX: 403-496-8113

June 8, 1993

Mr. Charlie Sevcik,  
City Clerk,  
City of Red Deer,  
P.O. Box 5008,  
RED DEER, Alberta

FAX: 346-6195

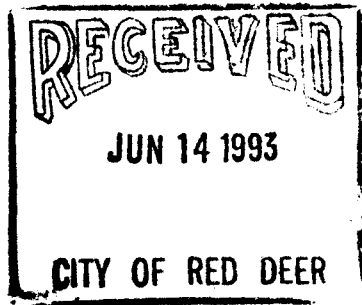
Dear Mr. Sevcik;

The Edmonton Boxing and Wrestling Commission hereby agrees to supervise, on behalf of the City of Red Deer, the June 12, 1993 professional boxing show in accordance with Bylaw 3093/93 passed by the Council of the City of Red Deer on June 12, 1993.

The Rules and Regulations of the Edmonton Commission, as well as the Rules and Regulations of the Canadian Professional Boxing Federation, will be in effect for this show.

Yours sincerely,

RON HAYTER,  
Executive Director



**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

City Clerk's Department 342-8132

DATE: June 10, 1993

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 5FAX TO: The WesternerATTENTION: Mr. Larry JohnstoneTHEIR FAX NO: 341-4699FROM: Charlie SmithDEPARTMENT: City Clerks.

## MESSAGE AREA (if required):

Attachments re: June 12 Boxing Show:

1. Letter from City of Edmonton Boxing & Wrestling Commission
2. Agreement signed by the Promoter

**RED DEER***a delight  
to discover!*



**THE CITY OF EDMONTON**  
**BOXING AND WRESTLING COMMISSION**

(CONSTITUTED BY BY-LAW 5821)

2nd FLOOR, CITY HALL #1 SIR WINSTON CHURCHILL SQUARE, EDMONTON, ALBERTA  
CANADA T5J 2R7 TELEPHONE: 403-496-8128 FAX: 403-496-8113

June 8, 1993

Mr. Charlie Sevcik,  
City Clerk,  
City of Red Deer,  
P.O. Box 5008,  
RED DEER, Alberta

FAX: 346-6195

Dear Mr. Sevcik;

The Edmonton Boxing and Wrestling Commission hereby agrees to supervise, on behalf of the City of Red Deer, the June 12, 1993 professional boxing show in accordance with Bylaw 3093/93 passed by the Council of the City of Red Deer on June 12, 1993.

The Rules and Regulations of the Edmonton Commission, as well as the Rules and Regulations of the Canadian Professional Boxing Federation, will be in effect for this show.

Yours sincerely,

A handwritten signature in cursive script, reading "Ron Hayter".

RON HAYTER,  
Executive Director

THIS AGREEMENT MADE THIS 8th day of June, 1993.

BETWEEN.

~~WAYNE BARRY~~ *WB*, *9nc*,  
~~carrying on business under the firm name~~  
~~and style~~ STARGAZER PRODUCTIONS, of The  
 City of Edmonton, in The Province of Alberta  
 (herein called "the Promoters") *WB*.

OF THE FIRST PART

-and-

THE CITY OF RED DEER  
 a Municipal Corporation  
 (herein called "The City")

OF THE SECOND PART

-and-

THE WESTERNER EXPOSITION ASSOCIATION  
 a body corporate incorporated under the  
 laws of The Province of Alberta  
 (hereafter referred to as "the Westerner")

OF THE THIRD PART

-and-

THE CITY OF EDMONTON BOXING  
 & WRESTLING COMMISSION  
 Edmonton, Alberta  
 (herein called "the Commission")

OF THE FOURTH PART

WHEREAS the Promoters desire to present a professional boxing show at the CENTRIUM, situate in The City of Red Deer, in The Province of Alberta, on the 12th day of June, 1993;

AND WHEREAS the Commission is prepared to supervise the professional show on behalf of The City;

AND WHEREAS the Municipal Council at its meeting held on the 7th day of June 1992, passed the bylaw annexed as Schedule "A" to this agreement;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants, conditions and agreements herein contained, in consideration of The City passing the bylaw annexed hereto and in consideration of The City requesting the Commission to supervise the professional boxing show in order that the event may be held by the Promoters at the CENTRIUM on June 12, 1993, the parties hereto agree together as follows:

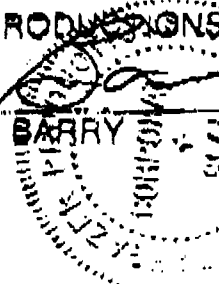
1. The Promoters and each of them jointly and severally hereby undertake and agree to indemnify and hold harmless The City of Edmonton Boxing and Wrestling Commission, The City of Red Deer and the Westerner of and from all claims or damages of every nature or kind including, without limiting the generality of the foregoing, personal injury, death, and property damage of every nature or kind whatsoever arising out of or relating either directly or indirectly to the event of any accident, emergency, or legal action of any kind or judgment granted thereunder which may result or arise out of or in any way be related to the hosting or presentation of the professional boxing show aforesaid.

IN WITNESS WHEREOF the Promoters have executed this agreement the day and year above written.

STARGAZER PRODUCTIONS

Per: 

WAYNE BARRY



WAB  
JWC

06 05/03 12:20 23403 406 5113

ALDERMAN'S OFFICE

045 PUD/061

JUN 01 1993 08:39

CITY OF EDMONTON

AFFIDAVIT OF EXECUTION

CANADA

PROVINCE OF ALBERTA

TO WIT

I, Lee Cooper of The City of Edmonton  
 In The Province of Alberta, MAKE OATH AND SAY:

1. THAT I was personally present and did see WAYNE BARRY, named in the within instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein.

2. THAT the same was executed at Edmonton in the Province of Alberta and I am the subscribing witness thereto.

3. THAT I know the said WAYNE BARRY and he is in my belief of the full age of eighteen years.

SWORN BEFORE ME at The City of  
Edmonton In The Province of  
 Alberta, this 12th day of  
June A.D. 1993.

Denise O. Hamblin  
 A COMMISSIONER FOR OATHS in  
 and for The Province of Alberta

Lee Cooper

06/01/93 12:20 23403 406 5113  
 DENISE O. HAMBLIN  
 MY COMMISSION EXPIRES: 06/01/95



THE CITY OF EDMONTON

## BOXING AND WRESTLING COMMISSION

(CONSTITUTED BY BY-LAW 5821)

2nd FLOOR, CITY HALL, #1 SIR WINSTON CHURCHILL SQUARE, EDMONTON, ALBERTA  
CANADA T5J 2R7 TELEPHONE: 403-496-8128 FAX: 403-496-8113

### FACSIMILE TRANSMISSION

**Ron Hayter, Executive Director**

**FAX: 403-496-8113**

**DATE: June 8, 1993**

**TO: C. Sevcik  
City Clerk  
City of Red Deer**

**FAX: 403-346-6195**

**PAGES: 2**

**MESSAGE:**

**RE: June 12 Boxing Show**

**- original to follow by mail -**

**NOTE: If there is a problem with this transmission  
please call Sandi at 403-496-8128 immediately.**



THE CITY OF EDMONTON  
**BOXING AND WRESTLING COMMISSION**

(CONSTITUTED BY BY-LAW 5821)

2nd FLOOR, CITY HALL, #1 SIR WINSTON CHURCHILL SQUARE, EDMONTON, ALBERTA  
CANADA T5J 2R7 TELEPHONE: 403-496-8128 FAX: 403-496-8113

June 8, 1993

Mr. Charlie Sevcik,  
City Clerk,  
City of Red Deer,  
P.O. Box 5008,  
RED DEER, Alberta

FAX: 346-6195

Dear Mr. Sevcik;

The Edmonton Boxing and Wrestling Commission hereby agrees to supervise, on behalf of the City of Red Deer, the June 12, 1993 professional boxing show in accordance with Bylaw 3093/93 passed by the Council of the City of Red Deer on June 12, 1993.

The Rules and Regulations of the Edmonton Commission, as well as the Rules and Regulations of the Canadian Professional Boxing Federation, will be in effect for this show.

Yours sincerely,

RON HAYTER,  
Executive Director





# KO Boxing Promotions

10617-109 Street  
Edmonton, Alberta T5H 3B5  
Tel: (403) 428-9537 Fax: (403) 424-1386

## FAX COVER PAGE

TRANSMISSION DATE:

June 8/93

TIME:

Please deliver the following page(s) to:

NAME:

Mayor's Office

TITLE:

COMPANY:

City of Red Deer

CITY:

FAX NUMBER:

346-6195

SENDER'S NAME:

Glen Carriere

OUR FAX NUMBER

424-1386

TRANSMITTED ARE 3 PAGES INCLUDING THIS COVER PAGE.

If you do not receive all pages, please call Alison at (403) 424-9555

MEMO

THIS AGREEMENT MADE THIS 8th day of June, 1993.

BETWEEN

~~WAYNE BARRY~~ *WB*, Inc.  
~~carrying on business under the firm name~~  
~~and style~~ STARGAZER PRODUCTIONS, of The  
 City of Edmonton, in The Province of Alberta  
 (herein called "the Promoters") *WB*

OF THE FIRST PART

-and-

THE CITY OF RED DEER  
 a Municipal Corporation  
 (herein called "The City")

OF THE SECOND PART

-and-

THE WESTERNER EXPOSITION ASSOCIATION  
 a body corporate incorporated under the  
 laws of The Province of Alberta  
 (hereafter referred to as "the Westerner")

OF THE THIRD PART

-and-

THE CITY OF EDMONTON BOXING  
 & WRESTLING COMMISSION  
 Edmonton, Alberta  
 (herein called "the Commission")

OF THE FOURTH PART

WHEREAS the Promoters desire to present a professional boxing show at the DENTRIUM, situate in The City of Red Deer, in The Province of Alberta, on the 12th day of June, 1993,

AND WHEREAS the Commission is prepared to supervise the professional show on behalf of The City;

AND WHEREAS the Municipal Council at its meeting held on the 7th day of June 1992, passed the bylaw annexed as Schedule "A" to this agreement;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants, conditions and agreements herein contained, in consideration of The City passing the bylaw annexed hereto and in consideration of The City requesting the Commission to supervise the professional boxing show in order that the event may be held by the Promoters at the CENTRIUM on June 12, 1993, the parties hereto agree together as follows:

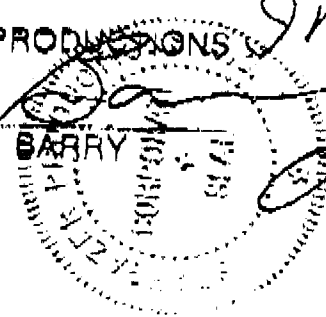
1. The Promoters and each of them jointly and severally hereby undertake and agree to indemnify and hold harmless The City of Edmonton Boxing and Wrestling Commission, The City of Red Deer and the Westerner of and from all claims or damages of every nature or kind including, without limiting the generality of the foregoing, personal injury, death, and property damage of every nature or kind whatsoever arising out of or relating either directly or indirectly to the event of any accident, emergency, or legal action of any kind or judgment granted thereunder which may result or arise out of or in any way be related to the hosting or presentation of the professional boxing show aforesaid.

IN WITNESS WHEREOF the Promoters have executed this agreement the day and year above written.

STARGAZER PRODUCTIONS INC.

Per: 

WAYNE BARRY



06 05:00 12:00 35403 400 5110

ALDERMAN'S OFFICE

045 PUD/08

05/07/1993

JUN 01 1993 08:35

CITY OF EDMONTON

AFFIDAVIT OF EXECUTION

CANADA

PROVINCE OF ALBERTA

TO WIT

I, Lee Cooper of The City of Edmonton  
In The Province of Alberta, MAKE OATH AND SAY:

1. THAT I was personally present and did see WAYNE BARRY, named in the within instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein.
2. THAT the same was executed at Edmonton in the Province of Alberta and I am the subscribing witness thereto.
3. THAT I know the said WAYNE BARRY and he is in my belief of the full age of eighteen years.

SWORN BEFORE ME at The City of  
Edmonton In The Province of  
Alberta, this 17th day of  
June A.D. 1993.

[Signature]  
A COMMISSIONER FOR OATHS in  
and for The Province of Alberta

Lee Cooper

10/10/93  
DENISE D. HAMBUN  
MY COMMISSION EXPIRES:

AFFIDAVIT OF EXECUTION

CANADA

PROVINCE OF ALBERTA

TO WIT

I, \_\_\_\_\_ of The City of \_\_\_\_\_  
 in the Province of Alberta, MAKE OATH AND SAY:

THAT I was personally present and did see WAYNE BARRY, named in the within  
 instrument, who is personally known to me to be the person named therein, duly sign and  
 execute the same for the purposes named therein.

THAT the same was executed at \_\_\_\_\_ in the Province of Alberta  
 and I am the subscribing witness thereto.

THAT I know the said WAYNE BARRY and he is in my belief of the full age of  
 18 years.

IN WITNESS WHEREOF I have hereunto set my hand and the seal of my  
 office at \_\_\_\_\_ in the Province of  
 Alberta, this \_\_\_\_\_ day of \_\_\_\_\_  
 A.D. 1993.

COMMISSIONER FOR OATHS in  
 the Province of Alberta

*this document is not  
 needed as Wayne Barry is  
 not party to the agreement.*



# KO Boxing Promotions

10617-109 Street  
Edmonton, Alberta T5H 3B5  
Tel: (403) 428-9537 Fax: (403) 424-1386

## FAX COVER PAGE

TRANSMISSION DATE:

June 8/93.

TIME:

\_\_\_\_\_

Please deliver the following page(s) to:

NAME:

Mayor's Office

TITLE:

City of Red Deer.

COMPANY:

CITY:

\_\_\_\_\_

FAX NUMBER:

346-6195.

SENDER'S NAME:

Glen Carriere

OUR FAX NUMBER

424-1386.

TRANSMITTED ARE 3 PAGES INCLUDING THIS COVER PAGE.

If you do not receive all pages, please call Alison at (403) 424-9555

MEMO:

**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

City Clerk's Department 342-8132

DATE: June 8 '93

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 8FAX TO: KO Boxing PromotionsATTENTION: Blen BarriereTHEIR FAX NO: 424-1386FROM: Charlie SenikDEPARTMENT: City Clerks

## MESSAGE AREA (if required):

NOTE: • signed copy of agreement required  
by Friday June 11, 1993.

p.

**RED DEER***a delight  
to discover!*



# THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

City Clerk's Department 342-8132

DATE: June 8 '93

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 8

FAX TO: City of Edmonton Boxing & Wrestling Commission  
 ATTENTION: Alderman Ron Hayter  
 THEIR FAX NO: 496-8113

FROM: Charlie Levick  
 DEPARTMENT: City Clerk

## MESSAGE AREA (if required):

NOTE: • same info. Faxed to Glen Carriere of  
 KO Boxing Promotions.

• Required by Friday June 11 '93:

- 1) Copy of agreement signed by Promoter.
- 2) Confirmation letter from E.B.W.C.

10



*a delight  
to discover!*



**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

City Clerk's Department 342-8132

DATE: MAY 21/93

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 2FAX TO: K.O. BOXING PROMOTIONSATTENTION: GLEN CARRIERETHEIR FAX NO: 424-1386FROM: N. HAMELDEPARTMENT: MAYOR'S OFFICE

MESSAGE AREA (if required):

**RED DEER***a delight  
to discover!*

# Office of the Mayor

---



May 20, 1993

Mr. Ron Hayter  
Secretary-Treasurer  
Edmonton Boxing and Wrestling Commission

Dear Mr. Hayter:

K O Boxing Promotions will be holding an event on June 12, 1993 at the Red Deer Centrium. At present we do not have a Boxing Commission in Red Deer, and I would ask for the participation of the Edmonton Commission in supervising the fight on behalf of The City of Red Deer.

Thank you for your assistance.

Sincerely,

  
GAIL D. SURKAN  
Mayor

/cjm

**THE CITY OF RED DEER**

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



THE CITY OF EDMONTON  
**BOXING AND WRESTLING COMMISSION**

(CONSTITUTED BY BY-LAW 5821)

2nd FLOOR, CITY HALL, #1 SIR WINSTON CHURCHILL SQUARE, EDMONTON, ALBERTA  
CANADA T5J 2R7 TELEPHONE: 403-496-8128 FAX: 403-496-8113

**URGENT!**

**FACSIMILE TRANSMISSION**

**Ron Hayter, Executive Director**

**FAX: 403-496-8113**

**DATE: May 26, 1993**

**TO: Mayor Gail D. Surkan  
City of Red Deer**

**FAX: 416-346-6195**

**PAGES: 3**

**MESSAGE:**

We would be pleased to supervise the boxing show on behalf of Red Deer but we need request similar to attached letter from 1990.

- Alderman Ron Hayter  
Executive Director

NOTE: If there is a problem with this transmission please call Sandi at 403-496-8128 immediately.



# KO Boxing Promotions

10617-109 Street  
Edmonton, Alberta T5H 3B5  
Tel: (403) 428-9537 Fax: (403) 424-1386

*For The  
Immediate Attention  
of The Mayor.  
Thank you.*

May 18, 1993

Gail Surkan  
The Mayor  
Red Deer, Alberta  
Fax #: 1-346-6195

Mayor Surkan;

We have a scheduled pro boxing card on June 12, 1993 to be held in your Centrum. As you at the present time do not have a Boxing Commission we will be asking the Edmonton Commission to supervise the fight. I need from you a letter addressed to Mr Ron Hayter, Sec-Treasurer of the Edmonton Boxing and Wrestling commission requesting that the E.B.W.C. act as supervisors for the fight on behalf of the City of Red Deer. For your information this has been in Red Deer on two occasions in the past. If you could fax the request to my office @ 1-424-1386 I will forward it to Mr Hayter. Thank you

Sincerely,

Glen F. Carriere  
K O Boxing Promotions

FILE No.

**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

City Clerk's Department 342-8132

April 3, 1990

City of Edmonton Boxing  
and Wrestling Commission  
4th Floor, Centennial Building  
10015 - 103 Avenue  
EDMONTON, Alberta  
T5J 0H1

Attention: Mr. Ron Hayter  
Secretary Treasurer

496-8113 (FAY)

Dear Sir:

**RE: PROFESSIONAL BOXING SHOW, RED DEER ARENA, APRIL 21, 1990**

At the Council meeting of April 2, 1990, the following motion was passed pertaining to a proposed professional boxing show being promoted by K O Boxing Promotions.

"RESOLVED that Council of The City of Red Deer requests the City of Edmonton Boxing and Wrestling Commission to supervise on behalf of The City of Red Deer a professional boxing show at the Red Deer <sup>CENTRIUM</sup> Arena on Saturday, <sup>JUNE 12</sup> April 21, 1990, and in the event of postponement such other date or place as may be established, subject to the promoters, <sup>WAYNE GARRY OF STARGAZER PRODUCTIONS</sup> Glenn Gariere and Mark Sinclair of K O Boxing Promotions of Edmonton, entering into an agreement satisfactory to the City Solicitor, to indemnify and to hold harmless the City of Edmonton Boxing and Wrestling Commission, and The City of Red Deer of and from all claims or damages of every nature or kind arising out of or relating to the event or of an accident, emergency or legal action arising out of hosting the professional boxing show."

....2

Mr. Ron Hayter  
City of Edmonton Boxing and Wrestling Commission  
Page 2  
April 3, 1990

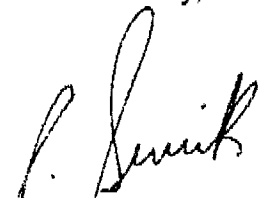
I would further advise that K O Boxing Promotions have signed an agreement indemnifying the City of Edmonton Boxing and Wrestling Commission and The City of Red Deer, a copy of which is enclosed herewith.

Confirmation in writing from the City of Edmonton Boxing and Wrestling Commission, that it is prepared to supervise this show, is required by no later than Wednesday, April 11, 1990.

We would appreciate you sending us a FAX (346-6195) in addition to the original by ordinary mail.

Your early attention to this matter would be appreciated.

Yours truly,



C. SEVCIK  
City Clerk

CS/jt

Att.

c.c. K O Boxing Promotions  
Director of Community Services  
Recreation & Culture Manager  
Facilities Reservations Clerk

THIS AGREEMENT made this 27<sup>th</sup> day of March, 1990. <sup>1993</sup>

BETWEEN:

Wayne Barry Stargazer Productions

~~GLENN CARRIERE and MARK SINCLAIR~~  
carrying on business under the firm name  
and style ~~NO BOXING PROMOTIONS~~, of the  
City of Edmonton, in the Province of Alberta  
(herein called "the Promoters")

OF THE FIRST PART

-and-

THE CITY OF RED DEER,  
a Municipal Corporation  
(herein called "the City")

OF THE SECOND PART

-and-

The WESTERNER EXPOSITION ASSOCIATION  
a body corporate incorporated under the  
laws of the Province of Alberta  
(hereinafter referred to as the Westerner)

-and-

OF THE THIRD PART THE CITY OF EDMONTON BOXING  
& WRESTLING COMMISSION,  
Edmonton, Alberta  
(herein called "the Commission")

FOURTH  
OF THE ~~THIRD~~ PART

WHEREAS the Promoters desire to present a professional boxing show  
at the ~~Red Deer Arena~~ <sup>CENTRIUM</sup> situate in the City of Red Deer, in the Province of Alberta,  
on the ~~21<sup>st</sup>~~ day of ~~April~~ <sup>12<sup>th</sup></sup> ~~1990~~ <sup>JUNE, 1993</sup>;

AND WHEREAS the Commission is prepared to supervise the  
professional show on behalf of the City;

<sup>Agreed</sup> AND WHEREAS the Municipal Council at its meeting held on ~~19<sup>th</sup>~~ day  
of ~~March~~ <sup>JUNE 1992</sup>, 1990, passed the resolution annexed as Schedule "A" to this agreement;  
<sup>bylaw</sup>

NOW THEREFORE THIS AGREEMENT WITNESSETH that in  
consideration of the mutual covenants, conditions and agreements herein contained,  
in consideration of the City passing the <sup>bylaw</sup> resolution annexed hereto and in  
consideration of the City requesting the Commission to supervise the professional  
boxing show in order that the event may be held by the Promoters at the ~~Red Deer~~

~~At and~~ <sup>CENTRIUM</sup> on ~~April 21~~ <sup>June 12</sup> 1990, the parties hereto agree together as follows:  
<sup>June 12 1993</sup>

1. The Promoters and each of them jointly and severally hereby undertake and agree to indemnify and hold harmless the City of Edmonton Boxing & Wrestling Commission, the City of Red Deer and the ~~Red Deer~~ *Western* ~~Area~~ of and from all claims or damages of every nature or kind including, without limiting the generality of the foregoing, personal injury, death, and property damage of every nature or kind whatsoever arising out of or relating either directly or indirectly to the event of any accident, emergency, or legal action of any kind or judgment granted thereunder which may result or arise out of or in any way be related to the hosting or presentation of the professional boxing show aforesaid.

IN WITNESS WHEREOF the Promoters have executed this agreement the day and year above written.

STARGAZER PRODUCTIONS KO BOXING PROMOTIONS

Per:

*Wayne Barry*

Per:

*[Signature]*  
GLENN CARRIERE

Per:

*[Signature]*  
MARK SINCLAIR



Blank Copy of  
This Affid

AFFIDAVIT OF EXECUTION

CANADA )  
 )  
PROVINCE OF ALBERTA )  
 )  
TO WIT )

I, Catherine McIntosh, of the City of Red Deer,  
in the Province of Alberta, MAKE OATH AND SAY:

1. THAT I was personally present and did see WAYNE BARRY ~~GLENN CARRIERE and MARK SINCLAIR~~,  
named in the within instrument, who are personally known to me to be the persons named  
therein, duly sign and execute the same for the purposes named therein.
2. THAT the same was executed at Red Deer in the Province of Alberta  
and I am the subscribing witness thereto.
3. THAT I know the said ~~GLENN CARRIERE and MARK SINCLAIR~~ and they are in my  
belief of the full age of eighteen years.

SWORN BEFORE ME at the City of )  
Red Deer in the Province of )  
Alberta, this 27 day of )  
March A.D. 1990. )

Debbie Pilon  
A COMMISSIONER FOR OATHS in  
and for the Province of Alberta

Catherine McIntosh

DEBBIE PILON  
My Commission Expires Sept. 9, 1990

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 8, 1993

The City of Edmonton Boxing and Wrestling Commission  
Second Floor, City Hall  
#1 Sir Winston Churchill Square  
Edmonton, Alberta  
T5J 2R7

ATTENTION: ALDERMAN HAYER - EXECUTIVE DIRECTOR

Dear Sir,

RE: PROFESSIONAL BOXING SHOW AT THE RED DEER CENTRIUM - JUNE 12/93

At the Council Meeting of June 7, 1993, the enclosed Bylaw 3093/93, was passed authorizing The City of Edmonton Boxing and Wrestling Commission to supervise the professional boxing show to be held in Red Deer in the Centrium on Saturday, June 12, 1993.

I am also enclosing herewith, an agreement indemnifying The City of Edmonton Boxing and Wrestling Commission, the Westerner and The City of Red Deer, which is required to be signed by Wayne Barry of Stargazer Productions. By way of a copy of this letter we are requesting Glen Carriere of KO Boxing Promotions to ensure that said agreement is signed and returned to this office prior to the event.

Confirmation, in writing, from The City of Edmonton Boxing and Wrestling Commission, is required by no later than Friday, June 11, 1993, indicating that it is prepared to supervise this show. We would appreciate you sending us a fax (346-6195) in addition to the original by ordinary mail.

*a delight  
to discover!*

The City of Edmonton Boxing and Wrestling Commission  
Page 2  
June 8, 1993

Your assistance in this matter is greatly appreciated.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd  
Encl.

cc: KO Boxing Promotions  
The Westerner  
Director of Community Services  
Recreation and Culture Manager

THIS AGREEMENT MADE THIS \_\_\_\_\_ day of \_\_\_\_\_, 1993.

BETWEEN:

WAYNE BARRY  
carrying on business under the firm name  
and style STARGAZER PRODUCTIONS, of The  
City of Edmonton, in The Province of Alberta  
(herein called "the Promoters")

OF THE FIRST PART

-and-

THE CITY OF RED DEER  
a Municipal Corporation  
(herein called "The City")

OF THE SECOND PART

-and-

THE WESTERNER EXPOSITION ASSOCIATION  
a body corporate incorporated under the  
laws of The Province of Alberta  
(hereafter referred to as "the Westerner")

OF THE THIRD PART

-and-

THE CITY OF EDMONTON BOXING  
& WRESTLING COMMISSION  
Edmonton, Alberta  
(herein called "the Commission")

OF THE FOURTH PART

WHEREAS the Promoters desire to present a professional boxing show at the CENTRIUM, situate in The City of Red Deer, in The Province of Alberta, on the 12th day of June, 1993;

AND WHEREAS the Commission is prepared to supervise the professional show on behalf of The City;

AND WHEREAS the Municipal Council at its meeting held on the 7th day of June 1992, passed the bylaw annexed as Schedule "A" to this agreement;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants, conditions and agreements herein contained, in consideration of The City passing the bylaw annexed hereto and in consideration of The City requesting the Commission to supervise the professional boxing show in order that the event may be held by the Promoters at the CENTRIUM on June 12, 1993, the parties hereto agree together as follows:

1. The Promoters and each of them jointly and severally hereby undertake and agree to indemnify and hold harmless The City of Edmonton Boxing and Wrestling Commission, The City of Red Deer and the Westerner of and from all claims or damages of every nature or kind including, without limiting the generality of the foregoing, personal injury, death, and property damage of every nature or kind whatsoever arising out of or relating either directly or indirectly to the event of any accident, emergency, or legal action of any kind or judgment granted thereunder which may result or arise out of or in any way be related to the hosting or presentation of the professional boxing show aforesaid.

IN WITNESS WHEREOF the Promoters have executed this agreement the day and year above written.

STARGAZER PRODUCTIONS

Per: \_\_\_\_\_  
WAYNE BARRY

**BYLAW NO. 3093/93**

Being a Bylaw to appoint a Boxing Commission to supervise a boxing match in the City of Red Deer, Province of Alberta.

WHEREAS pursuant to Section 238 of the Municipal Government Act, R.S.A., 1980, and amendments thereto, a municipality may appoint a board or commission to control and regulate boxing, wrestling, and similar matches in the City;

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

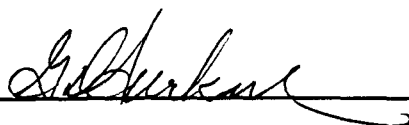
1           That the City of Edmonton Boxing and Wrestling Commission is hereby authorized, on behalf of The City of Red Deer to supervise, control and regulate a professional boxing show to be held at Red Deer, Alberta in the Centrium on Saturday, the 12 day of June 1993, and, in the event of postponement, such other date or place as may be established, subject to the promoters, Wayne Barry of Stargazer Productions of Edmonton, entering into an agreement satisfactory to the City Solicitor to indemnify and hold harmless the City of Edmonton Boxing and Wrestling Commission, the City of Red Deer, and the Westerner of and from all judgments or claims for damages of every nature and kind including, without limiting the generality of the foregoing, personal injury, death, and property damage of every nature or kind whatsoever, arising out of or relating either directly or indirectly to the event of any accident, emergency or legal action of any kind or judgment granted thereunder which may result or arise out of or in any way be related to the holding, conduct, hosting or presentation of the said professional boxing show.

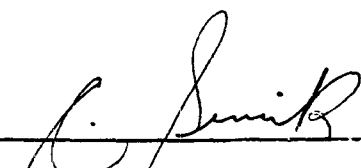
2            This Bylaw shall come into full force and effect on the date of its passage.

READ A FIRST TIME IN OPEN COUNCIL this    7<sup>th</sup> day of    June            A.D. 1993.

READ A SECOND TIME IN OPEN COUNCIL this    7<sup>th</sup> day of    June            A.D. 1993.

READ A THIRD TIME IN OPEN COUNCIL this    7<sup>th</sup> day of    June            A.D. 1993.

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CITY CLERK

AFFIDAVIT OF EXECUTION

CANADA                                 )  
  )  
PROVINCE OF ALBERTA             )  
  )  
TO WIT                                 )

I, \_\_\_\_\_ of The City of \_\_\_\_\_,  
in The Province of Alberta, MAKE OATH AND SAY:

1. THAT I was personally present and did see WAYNE BARRY, named in the within instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein.

2. THAT the same was executed at \_\_\_\_\_ in the Province of Alberta and I am the subscribing witness thereto.

3. THAT I know the said WAYNE BARRY and he is in my belief of the full age of eighteen years.

SWORN BEFORE ME at The City of     )  
\_\_\_\_\_ in The Province of     )  
Alberta, this \_\_\_\_\_ day of     )  
\_\_\_\_\_ A.D. 1993.             )  
  )  
  )

\_\_\_\_\_  
A COMMISSIONER FOR OATHS in  
and for The Province of Alberta

\_\_\_\_\_



NO. 5

RECEIVED	
TIME	4:15
DATE	May 25/93
BY	CO / G.

May 25, 1993

Dear City Council:

We (Trent Harris and Carol Antony) are here to apply for an exception to the land use bylaw of the LOWER LEVEL of Lots 9 Blk. 43 Pl. 157 H.W. at 4407-48th ave. Red Deer. We wish to use the lower level as a hair salon and maintain the upper level as our residence as we have an 11 year old daughter.

For one year prior to Nov. 1, 1992 (the date we moved in) we and Del Watt a realtor from Sutton Realty, kept scouting for a suitable and affordable property for this use. We were unable to find one as such in the commercially zoned area in Red Deer.

We saw that Dr. Dolinsky at 4615-48th ave. was zoned R3 and that property was in use as a service business as it had been granted an exception to the land use bylaw. With this information we purchased the house that we are now in. To our understanding the property next to Dr. Dolinsky in R3 zoning will be used by a dentist and also a drapery business on 48th ave. across Ross street.

We have one single dwelling residence next door to us. Attached is a letter of approval signed by Alice Lee of 4409-48th ave.

The Red Deer Lodge is across the street, there are apartments north of the Lee house and south of us. Behind our lot are the tennis courts and recreation pool.

Attached is a design to accomodate 5 parking spaces.

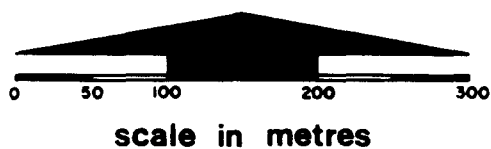
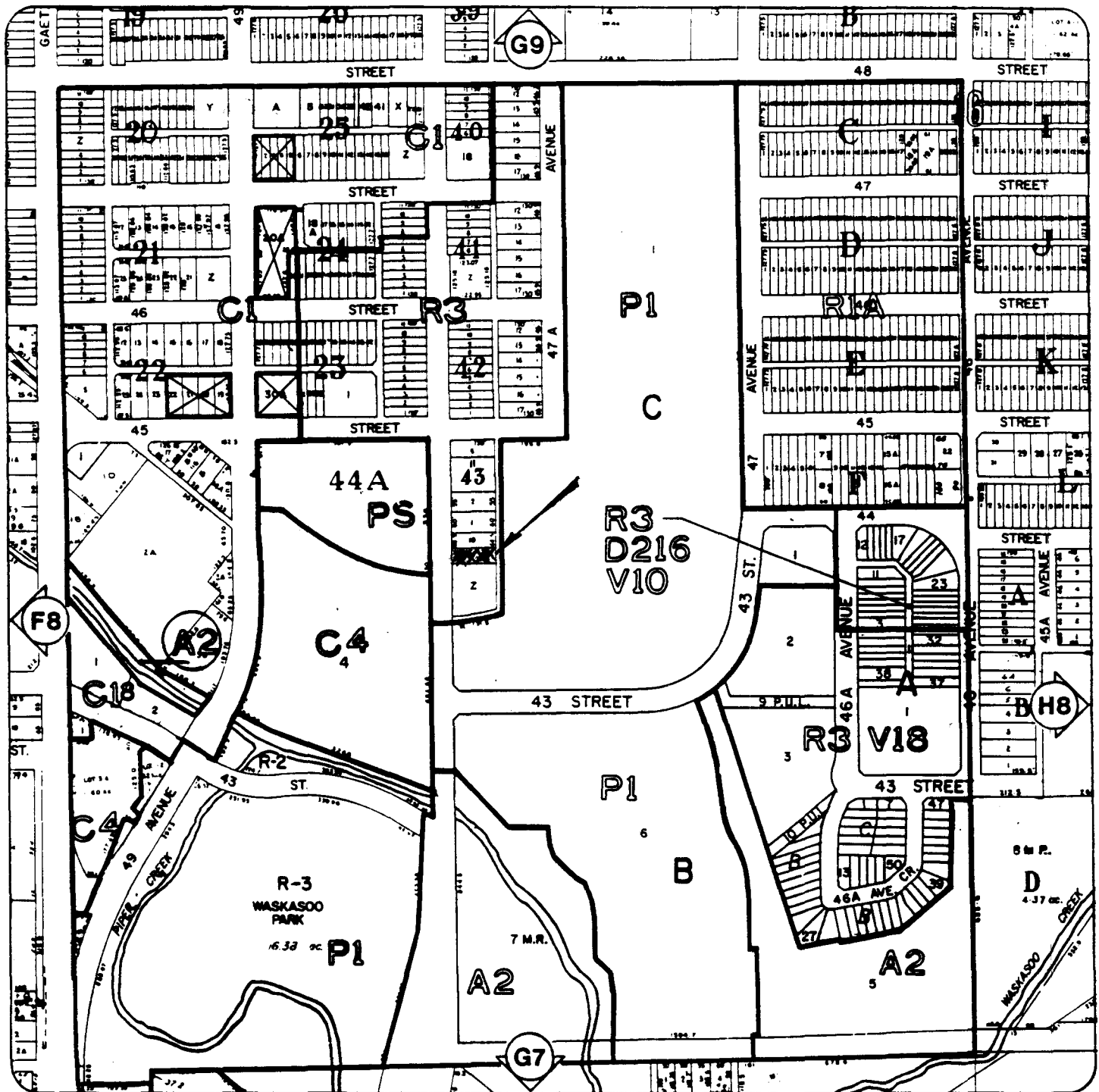
We are willing to pay business taxes on the lower level and are seeking front signage similar to the business appearance of Dr. Dolinsky. We thank you for considering our petition.

Sincerely,  
Trent Harris, Carol Antony

# City of Red Deer ---<sup>13</sup> Land Use Bylaw

## Land Use Districts

**G8**



### Revisions :

2672/D-80 (15/9/80)

2672/N-88 (19/9/88)

2672/P-80 (10/NOV/80)

2672/M-81 (22/6/81)

2672/V-84 (7/1/85)

2672/C-85 (18/3/85)

2672/BB-87 (02/11/87)

# SURVEYOR'S CERTIFICATE

Lois

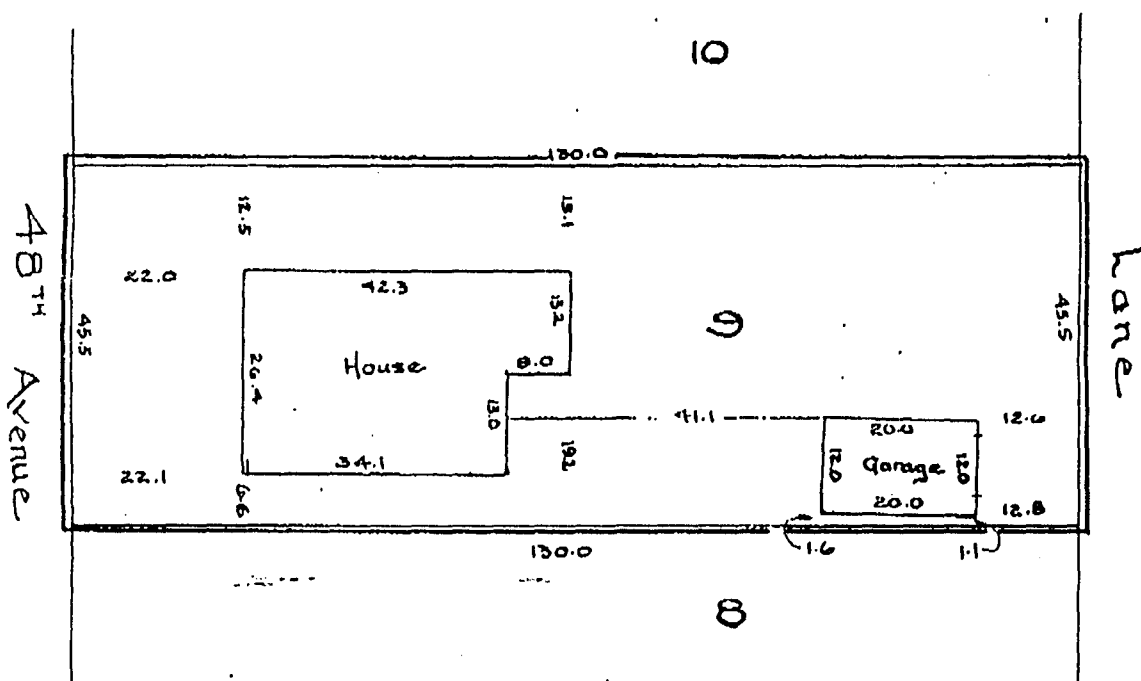
340-3390

NIELSEN SURVEYS LTD.  
34 - 4917, 48 Street  
Red Deer, Alta.  
Phone 343-6133

LEGAL DESCRIPTION Lot(s) 9 Blk. 43 Pl. 157 H.W.

ADDRESS 4407 - 48<sup>TH</sup> Street, Red Deer

OWNER Charles and Sherry Hill



Location of House & Garage  
Non-Conforming but not Illegal

SCALE 1" = 20' DATE May 16 1979 FILE 179 (3)

All measurements are in feet and decimals thereof and are to the nearest foundation wall, unless otherwise noted. Portions referred to, outlined in red. This plan is not to be used for construction purposes or property boundary location. This is to certify, that, if the building(s) shown on the above page is are located in accordance with the above plan, the location of the said building(s) complies with the by-laws of the City of Red Deer.

*Peter Holloway*  
By City Inspector

This is to certify, that the building(s) shown on the above plan, are located in accordance with the above plan, the location of the said building(s) complies with the by-laws of the City of Red Deer.

May 19/93

Dear To Whom It May Concern;

It is okay with myself (Alice Lee) and my parents Mr. & Mrs. Lee that Trent Harris and Carl Antony have a hair salon in their basement next door to us at 4407-48<sup>th</sup> ave.

Sincerely yours.  
Alice Lee.

DATE: May 27, 1993  
TO: City Clerk  
FROM: Bylaws and Inspections Manager  
RE: **HAIR SALON REQUEST 4407-48 AVENUE**

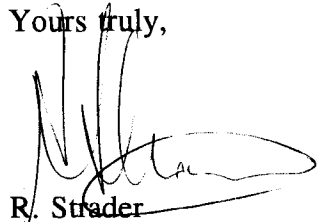
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In response to your memo regarding the above subject, we have the following comments for Council's consideration.

The proposed use of the site is permitted in C1, C2, C4 and discretionary in C3 zones. There is more than adequate supply of land and buildings in those districts to accommodate this use. R3 land is intended for residential purposes and because of the encroachment of commercial uses into it, the undeveloped sites are becoming fewer.

Recommendation: That the rezoning request be denied. However if the request is approved it should be subject to the applicant obtaining an occupancy permit prior to the business starting up.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/bs



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394  
Fax: (403) 346-1570

May 31, 1993

Mr. C. Sevcik,  
City Clerk  
City of Red Deer  
Box 5008  
Red Deer, AB. T4N 3T4

Dear Sir:

**Re: TRENT HARRIS and CAROL ANTONY, HAIR SALON REQUEST**

The applicant is requesting the City to grant permission to establish a hair salon business at the lower level of a house located at 4407 - 48 Avenue, Red Deer.

The site is designated as R3 (Multiple Family) district, and business conducted from a home is not permitted except as a home occupation under Section 6.6.3.3(3) of the Land Use Bylaw.

Home occupation is granted by the Municipal Planning Commission, conditional upon there being no signs, no visitors, no outside employees, etc., and therefore hairdressing does not appear to qualify under that section. The only area open to City Council is granting the excepting for this particular site.

We are not in favour of mixing housing with business by granting an exception since the Land Use Bylaw was recently expanded to include commercial service facility (including beauty shop) in all commercial districts of C1, C2, C3, C4.

Yours truly,

D. Rouhi, ACP, MCIP  
SENIOR PLANNER, CITY SECTION  
DR/cc

- c.c. - Director of Community Services  
- Director of Engineering Services  
- Bylaws & Inspection Manager

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINT EARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIR • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLANDWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE

DATE: May 27, 1993

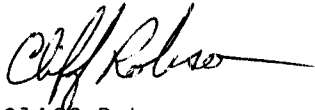
TO: City Clerk

FROM: Fire Marshal

RE: 4407 - 48 Ave. (Hair Salon)

---

This department has no objections to this proposal, provided all building and fire code requirements are complied with.

A handwritten signature in black ink, appearing to read "Cliff Robson", with a long horizontal flourish extending to the right.

Cliff Robson  
Fire Marshal

**Commissioners' Comments**

This property is clearly located in a transitional zone. Until such time as the property is ready for development to its highest potential, we would have no difficulty with this transitional use. We would recommend that Council approve an exception to the bylaw for this site only.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner



DATE May 26/93

TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES
- ☒ DIRECTOR OF ENGINEERING SERVICES
- ☐ DIRECTOR OF FINANCIAL SERVICES
- ☒ BYLAWS & INSPECTIONS MANAGER
- ☒ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☒ ECONOMIC DEVELOPMENT MANAGER
- ☒ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☒ FIRE CHIEF
- ☐ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☒ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☒ PRINCIPAL PLANNER
- ☐ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE: Trent Harris and Carol Antony -

Hair Salon Request 4407-48 Avenue

Please submit comments on the attached to this office by May 31

for the Council Agenda of June 7.

✓

ACKNOWLEDGE

C. SEVCIK  
City Clerk

DATE MAY 26, 1993

TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES
- ☒ DIRECTOR OF ENGINEERING SERVICES
- ☐ DIRECTOR OF FINANCIAL SERVICES
- ☒ BYLAWS & INSPECTIONS MANAGER
- ☒ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☒ ECONOMIC DEVELOPMENT MANAGER
- ☒ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☒ FIRE CHIEF
- ☐ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☒ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☒ PRINCIPAL PLANNER
- ☐ CITY SOLICITOR
- ☐ \_\_\_\_\_

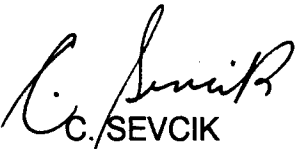
FROM:

CITY CLERK

RE: TRENT HARRIS AND CAROL ANTONY - HAIR SALON REQUEST  
4407 - 48 AVENUE

Please submit comments on the attached to this office by May 31

for the Council Agenda of June 7

  
C. SEVCIK  
City Clerk

Please contact at:

TRENT Harris & CAROL Anthony  
4407 - 48th Ave

RED DEER, Alberta  
T4N 3S4

Home Phone : 347-9618

Work Phone : 347-9244  
CAROL HAIR FLAIR

Work Phone  
TRENT : 342-5110.

EASTMAN FEEDS

**THE CITY OF RED DEER**

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

FAX: (403) 348-6195

City Clerk's Department (403) 342-8132

May 26, 1993

Trent Harris and Carol Antony  
4407 - 48 Avenue  
Red Deer, Alberta  
T4N 3S4

**RE: HAIR SALON REQUEST - 4407 - 48 AVENUE**

Dear Mr. Harris and Ms. Antony,

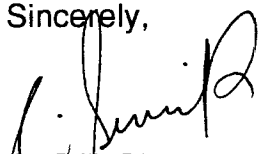
Thank you for your letter in regard to the above, and we would advise that this matter will be presented to Red Deer City Council at its meeting on June 7, 1993.

In the event you wish to be present at the Council Meeting, would you please telephone our office on Friday June 4, and we will advise you of the approximate time that Council will be discussing this item. Council meetings begin at 4:30 p.m. and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m. If you are coming to the Council Meeting please enter City Hall on the park side entrance (west side) when arriving, and proceed up to the second floor Council Chambers.

This request has been circulated to City Administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday June 4.

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

Sincerely,

  
G. SEVCIK  
City Clerk

CS/cjd

*a delight  
to discover!*

DATE MAY 26, 1993

TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES
- ☒ DIRECTOR OF ENGINEERING SERVICES
- ☐ DIRECTOR OF FINANCIAL SERVICES
- ☒ BYLAWS & INSPECTIONS MANAGER
- ☒ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☒ ECONOMIC DEVELOPMENT MANAGER
- ☒ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☒ FIRE CHIEF
- ☐ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☒ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☒ PRINCIPAL PLANNER
- ☐ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE: TRENT HARRIS AND CAROL ANTONY - HAIR SALON REQUEST  
4407 - 48 AVENUE

Please submit comments on the attached to this office by May 31

for the Council Agenda of June 7

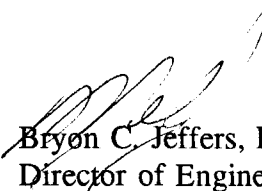
*No Comments*

*C. Sevcik*  
C. SEVCIK  
City Clerk

DATE: May 27, 1993  
TO: City Clerk  
FROM: Director of Engineering Services  
RE: **TRENT HARRIS ANC CAROL ANTONY  
LOT 9, BLOCK 43, PLAN 157 H.W.  
4407-48 AVENUE**

---

Please be advised that the Engineering Department has no comments with respect to the above noted.

  
Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

/emg

26 MAY 93

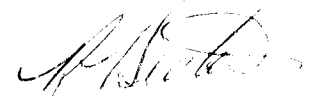
TO: Charlie SEVCIK

FROM: OIC Red Deer City Detachment

RE: **Trent HARRIS & Carol ANTONY**  
**Hair Salon Request**  
**4407 - 48 Avenue**

---

The police would not have difficulty with the request, but Council would be more appropriately guided by the comments of other Departments.



(R.L. BEATON) Insp.  
O. i/c Red Deer City Detachment

DATE: May 26, 1993

TO: C. Sevcik  
City Clerk

FROM: Daryle Scheelar  
E. L. & P. Dept.

RE: **Trent Harris and Carol Antony - Hair Salon Request  
4407 - 48 Avenue**

---

E. L. & P. have no comments concerning the request.

If you require further information, please advise.

A handwritten signature in cursive script that reads "Daryle Scheelar".

Daryle Scheelar,  
Distribution Engineer

/jjd



Dear To Whom It May Concern;

May 19/93

It is okay with myself (Alice Lee) and my parents Mr. & Mrs. Lee that Trent Harris and Carl Antony have a hair salon in their basement next door to us at 4407 - 48<sup>th</sup> ave.

Sincerely yours.  
Alice Lee.

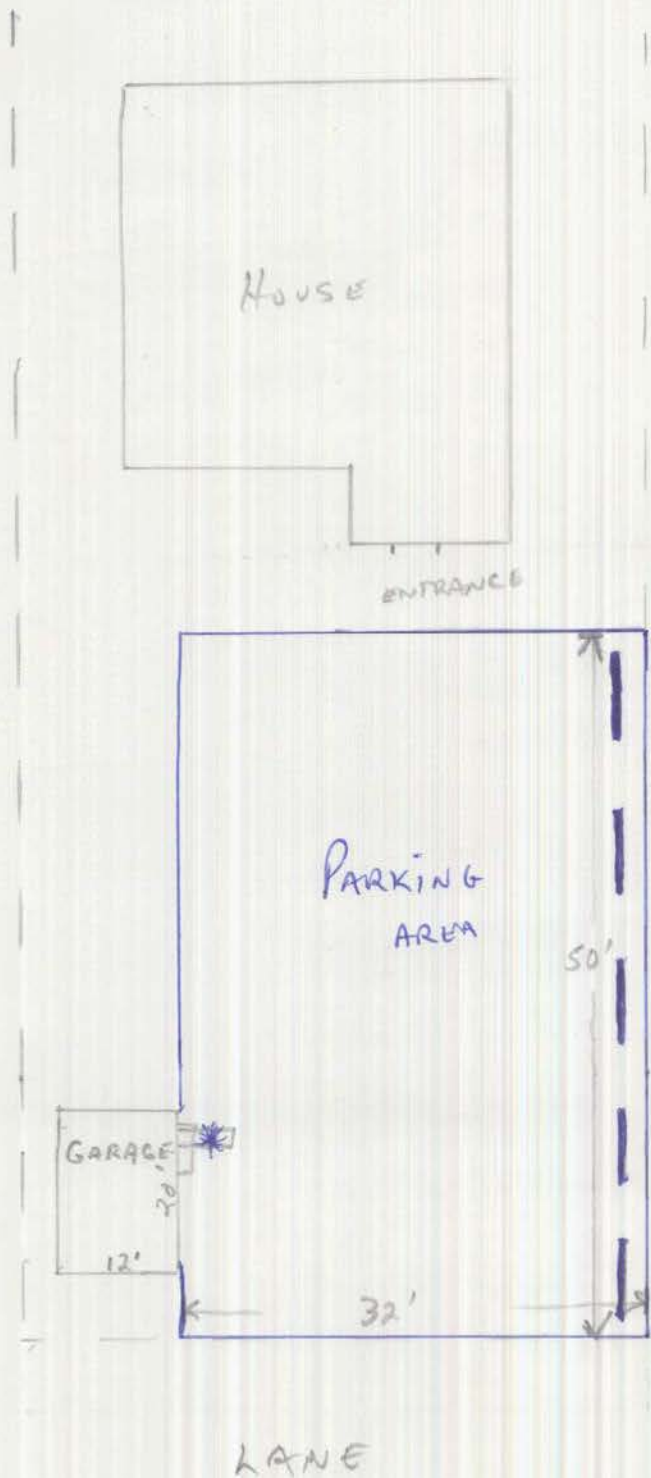
PROPOSAL  
4407 - 48<sup>th</sup> AVE



Across the alley to  
the east



City of  
Red Deer  
TENNIS COURTS  
AND REC POOL.



- 5 PARKING STALLS  
EACH - 10' x 32'

\* - SIDE WALK AND AWNING  
WOULD BE REMOVED OFF GARAGE

Directly South



PADDINGTON  
APARTMENTS

Directly North



LEE  
RESIDENCE



Across the street from  
Proposed Property (WEST)



RED DEER  
LODGE



SOUTH  
SCHOOL

EAST PROFILE of Adjacent Property





BACK YARD

Business Site



# Proposed Property



CR

[RESIDENTIAL]      MLS#: 923607

4407 48 AVENUE - DOWNTOWN - RD      County:

Legal: LT9 BLK43 PL157W      Poss: 11/01/92      Price: ~~945,000~~

CEN GUAR ASH W/O QUAL      10.75 08/01/93      470.00PIT BIWK      6Yrs 945,000

Lot: 13.41X39.61(STDRD)      Taxes: \$977/92      Dp: 52,000

Type: -R- BUNG      Site: LANE DECK      Roof: WD/SH      Suit:

Age: 49      LNSCP PLAY      Cnst: FRAME      \$/

Area: 91.78/987      SCHLS TRANS      Ext: STUCO WOOD

Land: 0.00      -R-      Bsmt: F/FIN SUITE      Eqmt: BIVA C-FAN

Beds: 3/1      Heat: GRAV      Flrs: CW/W HARDW      ST&FR

Bths: 2.0      Fire: FREE

Park: CARPT 1DET

Gdim:      Expo: E

LIVRM(M)-5.49x3.86	KITCH(M)-3.96x3.66	MBED (M)-3.66x3.35
BEDRM(M)-3.66x2.74	BEDRM(M)-2.74x2.74	FAMRM(B)-6.71x3.66
BEDRM(B)-3.66x2.74	WKSHP(B)-4.27x2.59	LAUND(B)-3.66x2.13
4pcBR(M)-	3pcBR(B)-	

ZONED R-3, LEGAL BSMT SUITE. OLDER WELL MAINTAINED HOME W/ NEW SHAKE ROOF, ATTACHED 12'X 24' CARPORT, CENTRE VAC, FIREPLACE PLUS MANY RECENT UPGRADES, DOWNTOWN LOCATION. GOOD REVENUE OR FUTURE INVESTMENT. ONE OWNER IS LICENSED REALTOR.

**DATE:** June 1, 1993

**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** CRAIG CURTIS, Director  
Community Services Division

**RE:** TRENT HARRIS, CAROL ANTONY - HAIR SALON REQUEST  
4407 - 48 AVENUE  
Your memo dated May 26, 1993 refers.

---

I have discussed this proposal with the Parks and Recreation & Culture Managers, and we have no objections from a Community Services perspective.



CRAIG CURTIS

:dmg

c Don Batchelor, Parks Manager  
Lowell Hodgson, Recreation & Culture Manager

**DATE: 1 June 1993**

**TO: City Clerk**

**FROM: City Assessor**

**RE: TRENT HARRIS AND CAROL ANTONY - HAIR SALON REQUEST  
4407 - 48 AVENUE**

---

The Assessment and Tax Department has no objection to this proposal.

Home occupations are not usually subject to business assessment/taxation.

A handwritten signature in cursive script, appearing to read 'Al Knight', with a large, stylized 'A' at the end.

Al Knight, A.M.A.A.  
City Assessor

AK/ngl

City Clerk

MEMORANDUM

MAY - 7 1993

DATE: May 5, 1993  
TO: C. Curtis, Director of Community Services  
FROM: M. Day, City Commissioner  
RE: 55TH STREET AND 30TH AVENUE INTERSECTION

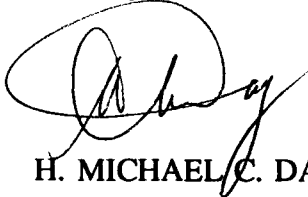
---

Attached is our letter to Mr. Bill Stephenson of Novacor, dated April 27, 1993, together with his reply, dated April 29, 1993.

I would ask that you present this proposal to the Dawe Centre Management Board for consideration at its meeting to be held Thursday, May 20, 1993.

Once the Dawe Centre Management Board has dealt with it, please forward the proposal to City Council for inclusion on the June 7 Council agenda.

Thank you!



H. MICHAEL C. DAY

PMS/dh

Att.

c.c. B. Jeffers  
C. Sevcik

• Contact Craig. res. from  
Dawe Board.



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 8, 1993

Trent Harris and Carol Antony  
4407 - 48 Avenue  
Red Deer, Alberta  
T4N 3S4

Dear Mr. Harris and Ms. Antony,

RE: HAIR SALON BUSINESS - 4407 - 48 AVENUE - LAND USE BYLAW 2672/I-93

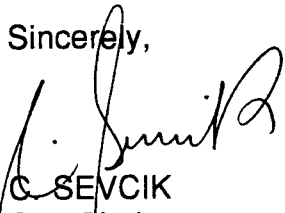
Your letter of May 25, 1993, requesting Council to allow the operation of a hair salon at 4407 - 48 Avenue (Lot 9, Block 43, Plan 157HW), received consideration at the Council Meeting of June 7, 1993. At the aforesaid meeting Council gave first reading to Land Use Bylaw Amendment 2672/I-93, a copy of which is enclosed herewith.

This office will now proceed with preparation of advertising for a Public Hearing to be held on Monday, July 5, 1993, commencing at 7:00 p.m. or as soon thereafter as Council may determine. The advertising is scheduled to appear in the Advocate on June 18 and 25.

In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to Pubic advertising, an amount equal to the estimated cost of said advertising, which is this instance is \$400.00. We will require this deposit by no later than Tuesday, June 15, in order to proceed with the advertising scheduled above. Once the actual costs are known, you will be either invoiced for or refunded the balance.

I trust you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

  
C. SEVCIK  
City Clerk

CS/cjd

cc: Bylaws and Inspections Manager  
City Assessor  
Land and Economic Development Manager  
Fire Chief  
Principal Planner  
Council and Committee Secretary - Sandra



RED DEER

*a delight  
to discover!*

NO. 6

May 26, 1993

LLOYD STAYKO  
#203, 4447 - 35 Close Avenue  
Red Deer, Alberta

City Council  
City Hall  
Red Deer, Alberta

Dear Sir/Madam:

I would like to put forth the following complaints to City Council:

1. Double charging for garbage at the above address - Sim & Thorne Management Company pay this bill.
2. Charging for recycling when service was not requested.
3. Threatening to cut off power service if recycling fees are not paid.
4. Ross Street Hill - trees are hanging too low and sidewalk ends at 43 Avenue and there is no access for the disabled.
5. I would like to know how much money is made by the City on fees for recycling and how much is paid out.

Please inform me when this item comes before Council. My phone numbe is 346-8127.

Cordially,

Lloyd Stayko

A handwritten signature in black ink, appearing to read 'Lloyd Stayko', with a long horizontal stroke extending to the right.

CS-P-4.296

**DATE:** May 31, 1993

**TO:** CITY CLERK

**FROM:** CRAIG CURTIS  
Director of Community Services


**RE:** LLOYD STAYKO - VARIOUS COMPLAINTS  
Your memo of May 26, 1993 refers.

---

I have discussed Mr. Stayko's complaint concerning overhanging trees with the Parks Manager. The trees in question, on the north side of Ross Street at approximately 43 Avenue, are carragana which the adjacent property owners (or previous owners) planted and have allowed to encroach on to the road right of way and sidewalk.

The Traffic Bylaw stipulates that property owners are responsible for maintaining all trees adjacent to road right of way and sidewalks to ensure that an unobstructed path along the sidewalk is provided, including a clearance of 7.5 feet in height.

The owners of the properties in question should be advised by the Engineering Department (Engineering Office Administrator) that the carragana is obstructing the sidewalk and must be pruned to conform to the Traffic Bylaw. If the owners do not complete the necessary pruning within a specified time, the City will undertake the work and charge the work to the property owner.



CRAIG CURTIS

DB\ad

- c. Ken Haslop, Engineering Manager  
Pete Anderson, Engineering Office Administrator



640-181A

DATE: June 1, 1993  
TO: City Clerk  
FROM: Engineering Department Manager  
RE: **LLOYD STAYKO - VARIOUS COMPLAINTS**

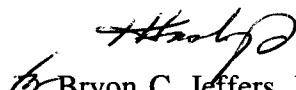
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The Engineering Department has reviewed the correspondence from Mr. Stayko. Our comments will be confined to the sidewalk issue in point 4.

As stated by Mr. Stewart, there is presently no sidewalk along the south side of Ross Street, east of 43 Avenue. The Engineering Department does not have an estimate of cost to construct this walk at present.

#### **RECOMMENDATION**

It is respectfully recommended that the Engineering Department prepare an estimate to construct the subject sidewalk and/or to provide wheelchair crossings at the intersection and present these figures on the addback list for the 1994 Budget for the consideration of Council.

  
Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

BCJ/emg

SP-4.002

**DATE: May 31, 1993**

**TO: CHARLIE SEVCIK**  
**City Clerk**

**FROM: COLLEEN JENSEN**  
**Social Planning Manager**

**RE: LLOYD STAYKO COMPLAINT**

---

Refers to your memo of May 26, 1993.

I have discussed the handicapped access to the sidewalk on 43 Avenue/Ross Street Hill with Gordon Stewart, Public Works Manager and Ken Haslop, Engineering Manager. As I understand it, currently there is no sidewalk on the west side of 43rd Avenue and on the south side of Ross Street. There are no curb cuts at the corners on the sidewalks that do exist (north side of Ross Street and east side of 43rd Avenue).

It has been explained that it would be very difficult and costly to install a sidewalk on the west side of 43rd Avenue due to the steep embankment. The installation of a sidewalk on the south side of Ross Street is feasible and could be considered within the 1994 budget.

As for curb cuts, the existing sidewalks were installed several years ago when curb cuts for disabled access were not a common procedure. Currently City Policy 503, Wheelchair Crossing, reflects that as sidewalks are built or replaced, curb cuts will be installed as required.

I understand from Mr. Haslop that direction from Council is required as to priority in rectifying the accessibility issue on 43rd Avenue/Ross Street, as there are budget implications.

The Social Planning Department supports disabled access, as it relates to City responsibility. The Municipal Integration Strategy, approved by Council in June, 1991 and revised in May, 1993, further strengthens commitment to making City programs and facilities accessible to the disabled. Over the past year we have shown much success in this regard.

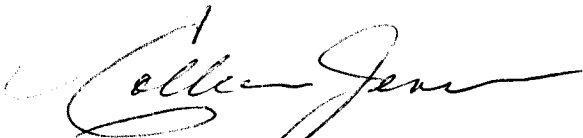
.... /2

**CHARLIE SEVCIK**  
**May 31, 1993**  
**Page Two**

---

**Recommendation:**

That the Engineering Department be requested to prepare a cost estimate for Council's consideration, on the installation of curb cuts on the corner of 43rd Avenue and Ross Street and installation of a sidewalk up the south side of Ross Street Hill.



COLLEEN JENSEN  
Social Planning Manager

CJ/kb

- cc
- Gordon Stewart, Public Works Manager
  - Ken Haslop, Engineering Manager
  - Don Batchelor, Parks Manager
  - Gillian Lawrence, Chairperson, Municipal Integration Strategy Team
  - Craig Curtis, Community Services Director

**DATE:** June 1, 1993  
**TO:** City Clerk  
**FROM:** Director of Financial Services  
**RE:** LLOYD STAYKO - VARIOUS COMPLAINTS

---

I will respond to complaints (1) and (3) in Mr. Stayko's letter. I assume the appropriate City departments will respond to the other complaints.

- (1) "Double charging for garbage at the above address -  
Sim & Thorne Management Company pay this bill"

There are two separate utility charges made:

- regular garbage service
- recycle garbage service.

Sim & Thorne Management pay the regular garbage service fee for the building for a 3 cu.yd. container. Each tenant is billed for the recycle garbage service. Mr. Stayko, as a tenant in the building, is billed for the multi-family recycle service of \$3.25, but not for regular garbage service. There is no double charging. Each charge is for a separate service provided.

- (3) "Threatening to cut off power service if recycling fees are not paid"

To our knowledge, no threats have been made to Mr. Stayko that his service will be cut off. He may have asked what would happen if he did not pay his recycle fee. The normal practice is for the City not to apply payments to particular services. In Mr. Stayko's situation, any payments would be applied against his oldest unpaid bills for power and recycling service. If the account was in significant arrears, then the power service could be disconnected for non-payment.

It appears Mr. Stayko is moving on June 1, 1993. He has not notified us to cancel his account.



A. Wilcock, B. Comm., C.A.  
 Director of Financial Services

AW/jt

c. Utility Billing Supervisor

PATH: alan\memos\stayko.clk

FOLD	TO <i>Director of Engineering Services and Engineering Manager</i>	FROM <i>Pat Shaw</i>
		DEPT. <i>M. &amp; L.</i>
		DATE <i>Feb 17/93</i>
	RE <i>55<sup>th</sup> Street and 30<sup>th</sup> Avenue Intersection</i>	
	MESSAGE	
	<p>Attached is a letter, dated Feb 9/93 from Noracov advising they are prepared to advance the cost of traffic control signals at this intersection.</p> <p>Could you please forward your comments and relevant correspondence on this issue to the City Commissioner. The matter will eventually have to go to <sup>City</sup> Council but Mr. Day would like to review it prior to forwarding the item to Council.</p> <p>Thanks for your attention to this matter.</p>	
	REPLY	
FOLD	<p>Att. C.C. Charlie Devick</p>	

**DATE:** May 31, 1993  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE:** LLOYD STAYKO - VARIOUS COMPLAINTS

---

Mr. Stayko has raised a number of concerns. We will comment on items 2 and 5, and part of item 4. I understand the Director of Financial Services will comment on items 1 and 3. The Parks Department will likely address the issue of the trees.

In response to Lloyd Stayko's inquiry regarding the charge for the recycling services, the City's recycling program as approved by City Council has been made available for all households and does not allow for the exemption of any household.


On February 24, 1992, Council approved the expansions of the recycling program to all multi-family dwellings, with a monthly charge of \$3.25 per household.

Mr. Stayko also inquired about the expenditure of funds for the recycling program. An outline of the City's 1993 recycling budget is given below:

City Administration	\$ 65 520	8%
Contract for Collection Service	574 760	70%
Advertising	39 640	5%
Blue Box Replacement	23 600	3%
Utility Franchise Fee	81 200	10%
Reserve Transfer	<u>33 280</u>	<u>4%</u>
	\$818 000	100%

The recycling program is run as an at-cost utility, with all costs being recovered through the fee charged.

With respect to Ross Street, there is a length along the south side, east of 43 Avenue, which has no sidewalk. There is a sidewalk on the north side of Ross Street, but there are no wheelchair ramps at the intersections. In order to get up the hill, a person would have to cross over to the side of the street. Wheelchair ramps are covered under Policy 503, which will be reviewed by Council.



Gordon Stewart, P. Eng.  
 Public Works Manager

MKS/blm

c Director of Community Services  
 Director of Financial Services  
 Social Planning Manager

Director of Engineering Services  
 Parks Manager

Commissioners' Comments

The attached administrative reports address the concerns outlined by Mr. Stayko. With respect to item 4, action will be taken to have the overhanging trees pruned. Elsewhere on this agenda is a proposed revision to our policy on wheelchair crossings. If this is approved by Council this issue would be addressed when repairs become necessary.

With regard to the extension of the sidewalk on the Southside of Ross Street, this is an expensive construction project and in view of the current restraint, we cannot recommend its inclusion for consideration in the 1994 Budget.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

DATE 93/05/26

TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES ✓
- ☒ DIRECTOR OF ENGINEERING SERVICES ✓
- ☒ DIRECTOR OF FINANCIAL SERVICES ✓
- ☐ BYLAWS & INSPECTIONS MANAGER
- ☐ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☐ ECONOMIC DEVELOPMENT MANAGER
- ☐ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☐ FIRE CHIEF
- ☒ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☒ PUBLIC WORKS MANAGER ✓
- ☐ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☒ SOCIAL PLANNING MANAGER ✓
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☐ PRINCIPAL PLANNER
- ☐ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE: Lloyd - Stayko - Various Complaints

Please submit comments on the attached to this office by May 31  
for the Council Agenda of June 7.

\_\_\_\_\_ **ACKNOWLEDGE**

C. SEVCIK  
City Clerk



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 9, 1993

Mr. Lloyd Stayko  
#203, 4447 - 35 Avenue Close  
Red Deer, Alberta  
T4N 2S3

Dear Mr. Stayko,

Your letter dated May 26, 1993, regarding various complaints, was presented to Council on its agenda of June 7, 1993. In this regard, I am also enclosing herewith, all of the Administrative comments which appeared on said agenda, in response to your complaints.

It was noted at the meeting that the responses from the Administration dealt with all of your concerns and accordingly said matter was filed.

We thank you for your letter in this instance and trust you will find same satisfactory.

Sincerely,



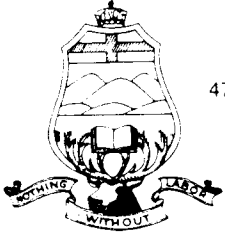
G. SEVCIK  
City Clerk

CS/cjd  
Encl.

cc: Director of Community Services  
Director of Engineering Services  
Social Planning Manager  
Director of Financial Services  
Public Works Manager

*a delight  
to discover!*

# RED DEER PUBLIC SCHOOL DISTRICT NO. 104



4747 - 53 Street

RED DEER, ALBERTA  
T4N 2E6Phone (403)343-1405  
Fax (403)347-8190NO. 7

May 27, 1993

**BOARD OF TRUSTEES**

B.I. HOPFNER  
Chairman  
L.E. GODDARD  
D.L. HARDY  
L.D. HARRIS  
D.A. NESS  
D.R. PICKERING  
G.A. STEWART

Mayor G. Surkan  
City of Red Deer  
City Hall  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

**ADMINISTRATIVE STAFF**

D.A. BLACKER  
Superintendent of Schools

L.G. LUDERS  
Deputy Superintendent

L.A. PIZZEY  
Assistant Superintendent  
(Human Resources)

R.E. CONGDON  
Assistant Superintendent  
(Business Services)

**CO-ORDINATORS**

A. BURLEY  
DR. R.B. DRYSDALE  
E.M. KULMATYCKI  
R.R. LANG  
R.W. PAWLOFF  
J. ST-JEAN  
D.L. THACHUK

Dear Mrs. Surkan:

On behalf of the Board of Trustees, I would like to express our appreciation to you and the Council of the City of Red Deer for your support for changes in the educational funding practices in Alberta.

The resolution passed by Council at the meeting held on April 26, 1993, is most appropriate and most appreciated. Your initiatives should be very influential in obtaining a long range solution to the funding inequities among school authorities in this province.

The current injection of lottery funds has provided welcome relief for this year. However, the Minister of Education has been very explicit that the additional funding has been provided this year on a one-time basis, that a long range solution is being considered, and that there are no assurances that such a solution will be in place for next year.

The equity funding for the Red Deer Public School District increased by over \$1.5 million this year. That reality has strengthened the resolve of the Board of Trustees to seek a permanent solution to this problem on behalf of our students and the citizens of Red Deer. As an urban school district, we are in a position to realize some economies and the Board is determined to demonstrate responsible management of resources. We understand that we are in a better position to offer comparable educational experiences for our students at a lower cost than some other jurisdictions. But it is very significant that a further \$8 million would be required to bring our 1993-94 revenues up to the provincial average for 1992-93.

Thank you for your support and for your understanding of this important issue.

Yours truly,

Barbara I. Hopfner  
Chairman  
Board of Trustees

BIH:lep



ALBERTA  
EDUCATION

---

*Office of the Minister*

May 25, 1993

Her Worship Gail D. Surkan  
Mayor  
City of Red Deer  
P. O. Box 5008  
Red Deer, Alberta  
T4N 3T4

Dear Mayor Surkan:

Thank you for your letter about education funding. I appreciate your position regarding the achievement of a long-term solution to equity in education funding.

You are right when you say that the funding disparity between school jurisdictions in Alberta is becoming increasingly untenable. That is why the Alberta government announced a special allocation of \$30 million from provincial lottery dividends to less-wealthy school boards for the 1993/94 school year.

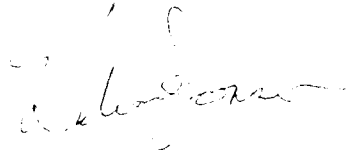
However, the use of lottery dividends for education is a one-time only event and an interim resolution to the problem of fiscal equity. The cost of funding the current Equity Grant will continue to rise. By 1998/99 it will cost \$116 million annually. We recognize the urgency of finding a long-term solution to fiscal inequities. As a government, we will be working with Albertans to develop a resolution to this serious issue before the next fiscal year.

.../2

Her Worship Gail D. Surkan  
Page Two

In the meantime, we have done our best to make sure that school jurisdictions are able to provide the best possible education opportunities to their students during the coming school year. I appreciate being made aware of your support in finding a long-term solution to fiscal inequity.

Yours sincerely,



Halvar C. Jonson  
Minister of Education

cc: Honourable Ralph Klein  
Premier

Honourable Stockwell Day  
M. L. A., Red Deer-North

Mr. John Oldring  
M. L. A., Red Deer-South

Mrs. B. I. Hopfner, Chairman  
Red Deer School District No. 104

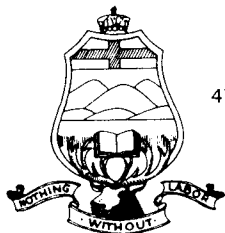
Mr. G. E. Deck, Chairman  
Red Deer RCSSD No. 17

Commissioners' Comments

Submitted for Council's information only.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner



# RED DEER PUBLIC SCHOOL DISTRICT NO. 104

4747 - 53 Street

RED DEER, ALBERTA  
T4N 2E6

Phone (403)343-1405  
Fax (403)347-8190

## BOARD OF TRUSTEES

B.I. HOPFNER  
Chairman

L.E. GODDARD

D.L. HARDY

L.D. HARRIS

D.A. NESS

D.R. PICKERING

G.A. STEWART

May 27, 1993

Mayor G. Surkan  
City of Red Deer  
City Hall  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

## ADMINISTRATIVE STAFF

D.A. BLACKER  
Superintendent of Schools

L.G. LUDERS  
Deputy Superintendent

L.A. PIZZET  
Assistant Superintendent  
(Human Resources)

R.E. CONGDON  
Assistant Superintendent  
(Business Services)

## CO-ORDINATORS

A. BURLEY  
DR. R.B. DRYSDALE  
E.M. KULMATYCKI  
R.R. LANG  
R.W. PAWLOFF  
J. ST-JEAN  
D.L. THACHUK

Dear Mrs. Surkan:

On behalf of the Board of Trustees, I would like to express our appreciation to you and the Council of the City of Red Deer for your support for changes in the educational funding practices in Alberta.

The resolution passed by Council at the meeting held on April 26, 1993, is most appropriate and most appreciated. Your initiatives should be very influential in obtaining a long range solution to the funding inequities among school authorities in this province.

The current injection of lottery funds has provided welcome relief for this year. However, the Minister of Education has been very explicit that the additional funding has been provided this year on a one-time basis, that a long range solution is being considered, and that there are no assurances that such a solution will be in place for next year.

The equity funding for the Red Deer Public School District increased by over \$1.5 million this year. That reality has strengthened the resolve of the Board of Trustees to seek a permanent solution to this problem on behalf of our students and the citizens of Red Deer. As an urban school district, we are in a position to realize some economies and the Board is determined to demonstrate responsible management of resources. We understand that we are in a better position to offer comparable educational experiences for our students at a lower cost than some other jurisdictions. But it is very significant that a further \$8 million would be required to bring our 1993-94 revenues up to the provincial average for 1992-93.

Thank you for your support and for your understanding of this important issue.

Yours truly,

Barbara I. Hopfner  
Chairman  
Board of Trustees

BIH:lep



ALBERTA  
EDUCATION

---

*Office of the Minister*

May 25, 1993

Her Worship Gail D. Surkan  
Mayor  
City of Red Deer  
P. O. Box 5008  
Red Deer, Alberta  
T4N 3T4

Dear Mayor Surkan:

Thank you for your letter about education funding. I appreciate your position regarding the achievement of a long-term solution to equity in education funding.

You are right when you say that the funding disparity between school jurisdictions in Alberta is becoming increasingly untenable. That is why the Alberta government announced a special allocation of \$30 million from provincial lottery dividends to less-wealthy school boards for the 1993/94 school year.

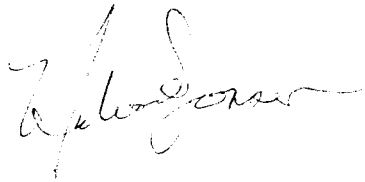
However, the use of lottery dividends for education is a one-time only event and an interim resolution to the problem of fiscal equity. The cost of funding the current Equity Grant will continue to rise. By 1998/99 it will cost \$116 million annually. We recognize the urgency of finding a long-term solution to fiscal inequities. As a government, we will be working with Albertans to develop a resolution to this serious issue before the next fiscal year.

.../2

Her Worship Gail D. Surkan  
Page Two

In the meantime, we have done our best to make sure that school jurisdictions are able to provide the best possible education opportunities to their students during the coming school year. I appreciate being made aware of your support in finding a long-term solution to fiscal inequity.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'Halvar C. Jonson', written in a cursive style.

Halvar C. Jonson  
Minister of Education

cc: Honourable Ralph Klein  
Premier

Honourable Stockwell Day  
M. L. A., Red Deer-North

Mr. John Oldring  
M. L. A., Red Deer-South

Mrs. B. I. Hopfner, Chairman  
Red Deer School District No. 104

Mr. G. E. Deck, Chairman  
Red Deer RCSSD No. 17

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 8, 1993

Red Deer Public School District #104  
4747 - 53 Street  
Red Deer, Alberta  
T4N 2E6


ATTENTION: MS. BARBARA I. HOPFNER - CHAIRMAN BOARD OF TRUSTEES

Dear Ms. Hopfner,

Your letter of May 27, 1993, expressing appreciation to Council of The City of Red Deer for Council's support for changes in the educational funding practises in Alberta, was placed on the Council agenda of June 7, 1993.

Your letter aforesaid, was accepted for information and agreed that same be filed. We thank you for your letter in this instance and trust you will find this satisfactory.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

*a delight  
to discover!*





PETROCHEMICALS DIVISION

NO. 8

February 9, 1993

91

Novacor Chemicals Ltd.  
P.O. Box 5006  
Red Deer, Alberta  
Canada T4N 6A1  
Telephone: (403) 342-8611  
Fax: (403) 342-8608  
WKS:006:93

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

ATTENTION: Michael Day, Commissioner

Dear Mr. Day:

**RE: 55TH STREET AND 30TH AVENUE INTERSECTION**

We corresponded during December 1989, February 1990 and November 1992 regarding our concern for the referenced intersection.

You indicated during our conversation on January 20, 1993 that installation of traffic lights would proceed if we paid a cash cost of approximately eighty-five thousand dollars. You reflected cost reimbursement would apply when 'warrant analysis' determined you needed to install these facilities.

Novacor Chemicals Ltd. is prepared to advance the cost for traffic control signals at the referenced intersection.

I would propose that reimbursement consist of a partial cash payment when your 'warrant analysis' deemed such, plus Novacor Chemicals Ltd. continue to have their present access to the Dawe Center facilities for the annual Family Christmas Party.

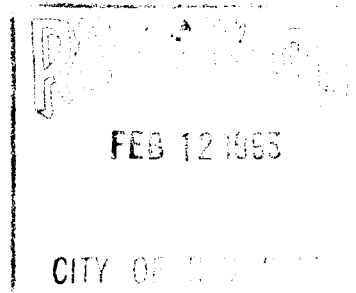
I am interested in achieving this traffic control signal as soon as conveniently possible. I would appreciate receiving your cost and schedule details for this traffic control light installation.

Please contact me so we can discuss the cost reimbursement option and finalize a mutually acceptable arrangement (342-8646).

Sincerely,

  
W.K. Stephenson  
Vice President

WKS/rg





## THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

Office of:  
CITY COMMISSIONER 342-8156

April 27, 1993

Mr. W. K. Stephenson  
Vice-President  
Novacor Chemicals Ltd.  
Box 5006  
Red Deer, Alberta  
T4N 6A1

Dear Bill:

**RE: 55 STREET AND 30 AVENUE INTERSECTION  
TRAFFIC SIGNAL PROPOSAL**

---

Thank you for your recent letter wherein Novacor offered to "front end" the installation cost of a full set of signals until such time as the City determined by warrant analysis that the signal is needed.

Based on signal analysis work done, inquiries received, and the general growth of the City, the signal has been included in the 1993-1998 Major Capital Budget for installation in 1994. In January of this year, our Engineering Department completed an update to the analysis based on actual traffic volumes counted by the Province in November 1992. This work produced a rating of 68 out of the design criteria of 100 necessary for signal installation. The number of 100 was derived by the Transportation Association of Canada in conjunction with the Institute of Transportation Engineers and represents the field situation where a new signal will have a beneficial effect on both the motorist and the pedestrian when considering items of overall safety, delays, and coordination.

I understand through a telephone conversation with Ken Haslop of The City of Red Deer, you have indicated that three other considerations are of prime concern to you and many other Novacor employees and trades people:

1. addition of approximately 600 vehicle trips per day and 300 vehicle trips per night during the next year or two for construction additions to the Novacor operation,
2. the observed shortcutting through Rosedale Subdivision via Rutherford Drive to access the existing traffic signal at Ross Street and 30 Avenue, and
3. the observed difficult left turn from westbound on 55 Street to southbound on 30 Avenue due to the southbound traffic on 30 Avenue diverging from one lane to three lanes immediately north of the 55 Street/30 Avenue intersection. You indicated it is very difficult to pick out safe "gaps" in traffic under this lane arrangement.

Mr. W. K. Stephenson  
 Page 2  
 April 27, 1993

In discussions with the Engineering Department Manager, we feel that there may be justification in this instance to recommend that City Council consider Novacor's offer, as a traffic signal was originally anticipated for this intersection. It has only been a matter of confirming the need and the availability of tax dollars that has withheld installation.

Our E.L. & P. Department advises that the signal cost could be in the range of \$65,000 to \$85,000, and that the earliest the signal could be operational would be approximately July 1, 1993.

In addition, you requested that we consider a renewal of your arrangement for the use of the G. H. Dawe Centre for your annual Christmas party. A review of our records indicates that the costs for 1992 were as follows:

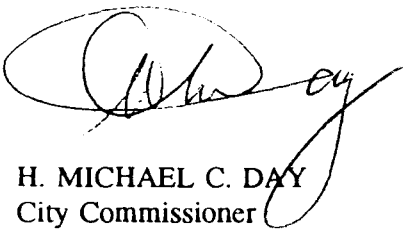
2 hours arena rental @ \$71.16/hour	\$142.32
27½ hours of speciality room rentals @ \$15.00/hour	382.50
2 hours of pool rentals (two pools) @ \$61.84/hour	247.36
G.S.T.	54.05

If you find these costs acceptable, we would be prepared to recommend to the G. H. Dawe Management Board that it accept a ten year prepaid booking based on the 1992 rates for the Novacor Christmas Party. This translates into \$8,262.30 including GST or \$7,721.78 less GST.

If this arrangement is acceptable we would propose, subject to Council approval, that a City work order be authorized by Novacor for the installation cost of the traffic light with reimbursement of the entire amount, excluding interest, being made by the City to Novacor by December 31, 1994, less the \$8,262.30 for the 10 year use of the G.H. Dawe Centre.

Bill, if you find this acceptable, would you please advise by return mail and we will then take the matter to the next appropriate Council meeting for approval.

Sincerely,



H. MICHAEL C. DAY  
 City Commissioner

HMCD/dh

c.c. Director of Engineering Services



G.H. DAWE COMMUNITY SCHOOL • POOL • ARENA • LIBRARY • ST. PATRICK'S COMMUNITY SCHOOL  
56 HOLT • RED DEER, ALBERTA • T4N 6A6 • PHONE (403) 343-2033

May 31, 1993

Dear Mayor & Council:

**RE: NOVACOR CHRISTMAS PARTY BOOKING PROPOSAL**

In response to the request made to the Dawe Management Board on May 20, 1993, the following motion was passed:

"... that we approve the 10 year pre-booking of Centre facilities for the Novacor Christmas Party pending City approval of the pre-payment for this event."

**MOTION 93.3.5**

It was the understanding of the Board that the pre-payment amount of \$7,721.78 (not including G.S.T.) would be deposited with the Dawe Centre prior to the end of 1993 and would be for the period from 1995 to 2004. Payment for 1993 and 1994 would continue to be paid as per the current practice.

We do not foresee any concerns with this event as it has been an ongoing activity at the Dawe Centre and has not created any constraints on other users of the Centre.

Sincerely,

Linda Campbell-Cardwell  
Chairman, G.H. Dawe Management Board

LCC/ck

c.c.:

Craig Curtis  
Mike Day

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 9, 1993

Novacor Chemicals Limited  
P. O. Box 5006  
Red Deer, Alberta  
T4N 6A1

ATTENTION: W. K. STEPHENSON - VICE PRESIDENT

Dear Mr. Stephenson,

RE: 55 STREET AND 30 AVENUE INTERSECTION

This is to advise that your correspondence pertaining to the above topic, addressed to the attention of Commissioner Michael Day, was presented on the Council Agenda of June 7, 1993.

At the aforesaid meeting, Council passed the following resolution approving the arrangement outlined in the exchange of correspondence between yourself and the City Commissioner:

"RESOLVED that Council of The City of Red Deer hereby approves a City work order being authorized by Novacor for installation cost of the traffic light at the intersection of 55 Street and 30 Avenue, said traffic light to be installed as soon as conveniently possible, with reimbursement of the entire amount, excluded interest, being made by the City to Novacor by December 31, 1994, less the amount of \$8,262.30 (\$7,721.78 plus GST), which amount is to be deposited with the Dawe Centre prior to the end of 1993 in payment for the 10 year use (1995 - 2004) of the G. H. Dawe Centre for the annual Novacor Christmas Party event."

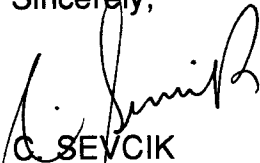
*a delight  
to discover!*

Novacor Chemicals Limited  
Page 2  
June 9, 1993

The decision of Council in this instance is submitted for your information. If the resolution passed by Council is acceptable to you, please have the enclosed City Work Order authorized and return same to the Engineering Department, P. O. Box 5008, Red Deer, Alberta, T4N 3T4, ATTENTION: Mr. K. Haslop, Manager.

Trusting you will find this satisfactory and thank you for your cooperation in this matter.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

Encl.

cc: City Commissioner  
Director of Engineering Services  
Director of Financial Services  
Director of Community Services  
G. H. Dawe Management Board  
Engineering Department Manager

**Novacor**

PETROCHEMICALS DIVISION

95

COPIED TO: B. JEFFERS

C. CURTIS

MAY 3/93

PS

Novacor Chemicals Ltd.

P.O. Box 5008

Red Deer, Alberta

Canada T4N 6A1

Telephone: (403) 342-8611

Fax: (403) 342-8608

April 29, 1993

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

ATTENTION: Michael Day, Commissioner

Dear Mr. Day:

**RE: 55TH STREET AND 30TH AVENUE INTERSECTION**

Thank you for your letter of April 27th. Novacor Chemicals Ltd. is pleased to authorize you to take the following to the G.H. Dawe Management Board and City Council for their approval:

- Novacor authorizes a City work order for the installation cost of the traffic light which would be operational by approximately July 1, 1993 (cost to be in the range of \$65,000 to \$85,000).
- Novacor receives ten years additional use (commencing 1995) of the G.H. Dawe Centre facilities for use at it's annual Family Christmas Party
- The City of Red Deer reimburses Novacor by December 31, 1994 for the traffic light, excluding interest, less the \$8,262.30 for usage of the Dawe Centre.

We look forward to your earliest response.

Sincerely,

W.K. Stephenson  
Vice President

WKS/rg

Commissioners' Comments

We recommend Council approve the arrangement as outlined by Novacor.

"G. SURKAN", Mayor

"M.C. DAY", City Commissioner

NOTICES OF MOTIONNO. 1

**DATE: MAY 26, 1993**

**TO: CITY COUNCIL**

**FROM: CITY CLERK**

**RE: ALDERMAN CAMPBELL-CARDWELL - NOTICE OF MOTION - CHANGE  
OF TIMES FOR COUNCIL MEETINGS**

---

The following Notice of Motion was submitted by Alderman Campbell-Cardwell at the Council Meeting on May 25, 1993:

"WHEREAS Committee of The Whole of Council Meetings are normally held at the end of regular Council Meetings, often very late in the evening, and;

WHEREAS the press often leave when Council convenes to a Committee of The Whole Meeting, and;

WHEREAS many important items are discussed the Committee of The Whole Meetings with resolutions passed by Council in the open meeting following the Committee of The Whole Meeting;

THEREFORE BE IT RESOLVED that the following time schedule be implemented for future Council Meetings:

Committee of The Whole of Council Meetings 4:30 - 5:30 p.m.

Recess for dinner 5:30 - 6:30 p.m.

Regular Council Meeting 6:30 p.m. to end of Meeting."



C. SEVCIK  
City Clerk

CS/cjd





# Red Deer Advocate

CENTRAL ALBERTA'S DAILY NEWSPAPER

P.O. Bag 2  
2950 Bremner Ave  
Red Deer, Alb  
T4N 1

Telephone --- 343-2

NEWSROOM FAX - 341-6560  
AD FAX - 342-4051

## RECORD OF DOCUMENTS SENT BY FAX

DATE: May. 26 TIME: 1:25 a.m./(p.m.)

ATTN: Gail Sukan

TO: Mayor's Office

FROM: Nichelle Jarvis

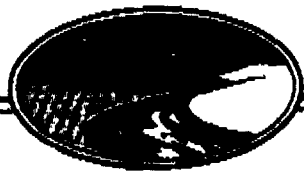
RE: Notice of Motion by Linda Campbell-Cadwell

ORIGINALS: Will be \_\_\_\_\_ Will not be X forwarded by mail

TOTAL NUMBER OF PAGES, INCLUDING COVERING SHEET: 3

Note: If you do not receive all pages in order, please call (403) 343-2400 - 2/E

FAX NUMBER: 346-6195



# Red Deer Advocate

CENTRAL ALBERTA'S DAILY NEWSPAPER

May 26

Gail Sukam,

I just wanted to mention a few points in relation to Linda Campbell-Cardwell's notice of motion on changing council hours.

She seems to be concerned that the media is missing resolutions arising from in-camera sessions. It's true I'm not there when you go back into open session but I always ask the city clerk to fax me any resolutions. If something was important enough, I'd track down yourself or councillors afterwards or in the morning. I'm not concerned if other media miss it - they can ask the city clerk for the same service if they were so inclined. As it is, RDTV doesn't cover many

Gail Surkan

Page 2

Meetings anymore.

I prefer the system we have at present. We're usually out of council at 9:30 - 10 pm. which still allows me time to make calls to people affected by council decisions. If we're getting out of council at 11 pm or even midnight, I can't make those calls.

And though it's not my concern, I don't think tv. viewers will stay up that late to watch council proceedings.

I don't wish to raise these points myself but maybe you could mention them to Ms. Campbell-Cardwell before or during the debate.

Thanks

Michelle Jarrell

RED DEER

Shaw  
cable

URGENT

TELECOPY TRANSMITTAL

Date:

June 7/93

Time:

11:45 am

Please deliver the following transmission to:

NAME:

Ms. Charlie Levick

FIRM:

City Clerks Dept.

ADDRESS:

City Hall, Red Deer

FAX NUMBER:

346-6195

COMMENTS:

Mr. Levick: We would appreciate your making Council aware of these concerns at tonight's meeting. I have also been in touch with Aldermen Kim and Schnell. Thank you. Smith

FROM: SHAW CABLESYSTEMS LTD.

Red Deer Office:

6123 - 48 Avenue

RED DEER, ALBERTA

T4N 5Z9

Telecopier: 403-346-3962

Contact:

PATRICIA SMITH

We are transmitting 2 pages including this cover letter. If all pages are not received or you are experiencing difficulties, please call back as soon as possible.

Telecopier Operator:

*[Signature]*

6123-48 Avenue, Red Deer, Alberta T4N 5Z9 Telephone (403) 346-6633



Shaw Cable Programming Department  
6123 - 48 Avenue  
Red Deer, Alberta T4N 5Z9  
ph. (403) 346-5717; fax (403) 346-3962  
June 7, 1993

City Council Members  
Red Deer, Alberta

Dear Members of Council:

On behalf of our production volunteers at Shaw Cable, we wish to express our concern over possible time changes for the City Council meetings.

We anticipate an increase in the amount of time our volunteers would have to be available to televise the event. If Committee of the Whole meetings were to begin in Council Chambers at 4:30 p.m., crew would have to be on hand for equipment setup from 2:00 to 4:00 p.m., leave, return at 6:30, stay until the end of the meeting, then spend an hour packing up equipment.

Our current practice is to pack up equipment while Council is in Committee of the Whole. The proposed changes would require another hour for our crew.

In fairness to our volunteers who presently put in an average of 7-8 hours each meeting, we would not wish to see this lengthened.

Also, as City Council is broadcast "live", any change would affect our programming schedule.

We understand that you may require an adjustment in time, but ask that you consider us in your decision.

Yours truly,

A handwritten signature in cursive script that reads "Patricia Smith".

Patricia Smith  
Programme Manager



**BY-LAW NO. 2672/H-93**

BEING a By-law to amend By-law Number 2672/80, the Land Use Bylaw of the City of Red Deer.

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

That By-law No. 2672/80 is hereby amended as follows:

1. To amend section 1.2.2. by adding the following:  
  
"Arterial Road" means any roadway listed in Schedule B of the City of Red Deer Transportation System Bylaw No. 3031/91 and any amendments thereto".
- 2 To amend section 6.3.1.2 by adding thereto the following:  
  
"( 1 2 ) A-Board and Inflatable Signs located within the boundaries of the lot, provided that:  
  
i ) such signs may advertise only the businesses situate on such lot; and  
ii ) such signs may not be placed on or over any portion of a lot which abuts an arterial road."
- 3 To amend section 6.3.2.2 by adding thereto the following:  
  
"( 3 ) A-Board and Inflatable Signs located within the boundaries of the lot provided that:  
  
i ) such signs may advertise only the businesses situate on such lot; and  
ii ) such signs may not be placed on or over any portion of a lot which abuts an arterial road."
- 4 In all other respects, By-law No. 2672/80 is ratified and confirmed.
- 5 This by-law shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this                      DAY OF                      , A.D. 19

READ A SECOND TIME IN OPEN COUNCIL this                      DAY OF                      , A.D. 19

READ A THIRD TIME IN OPEN COUNCIL this                      DAY OF                      , A.D. 19

---

**MAYOR**

---

**CITY CLERK**

## BYLAW NO.2672/I-93

Being a Bylaw to amend Bylaw No.2672/80, the Land Use Bylaw of the City of Red Deer.

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

- 1 Section 4.13.1 is amended by adding the following:
  - (50) On those sites, or portions thereof, hereinafter listed, a "Hair Salon" is a permitted use
    - (a) Lot 9 Block 43 Plan 157 H.W.
- 2 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      A.D. 1993.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      A.D. 1993.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      A.D. 1993.

---

MAYOR

---

CITY CLERK



## BYLAW NO. 2672/J-93

Being a Bylaw to amend Bylaw No. 2672/80, the Land Use Bylaw of the City of Red Deer.

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

- 1 Section 1.2 is amended by repealing the Dangerous Goods occupancy definition and replacing it with the following:

"Dangerous Goods Occupancy" means any occupancy where dangerous goods are unloaded, loaded, stored, processed or otherwise handled; excluding service stations, that exceed the amounts specified in Table 3.3.6.A. of Alberta Fire Code.

- 2 Section 6.2.4 is amended by replacing it with the following:

"6.2.4.4(4) Side Yard:

- Minimum - Nil, when there is a constructed lane  
- 3.8m on one side when there is no constructed lane  
- 3.0m when it abuts a street

- 3 This Bylaw shall come into full force and effect upon the passing of third reading.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      A.D. 1993.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      A.D. 1993.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      A.D. 1993.

---

MAYOR

---

CITY CLERK

**BY-LAW NO. 2942/A-93**

BEING a By-law to amend By-law Number 2942/87, the Dangerous Goods Route Bylaw of the City of Red Deer.

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

That By-law No. 2942/87 is hereby amended as follows:

1 By amending section 3, by adding thereto the following:

"(bb) "Carrier Vehicle" means any vehicle owned, operated or used by a carrier to transport or convey dangerous goods.

(h.1) "Permitted Storage Location" means:

(i) any site which is at least 150 metres away from the nearest place of assembly, institutional or residential occupancy; or

(ii) a site approved by the Fire Chief."

2 By deleting in section 4 the telephone number "347-3373" and substituting therefore the telephone number "346-9977".

3 By deleting clause 5(5) and substituting in its place and stead the following:

"5(5) No owner or operator of a carrier vehicle shall operate, or permit the operation of a carrier vehicle in breach of any of the requirements or conditions of the permit."

4 By deleting section 6 and substituting in its place and stead the following:

"6 No owner or operator of a carrier vehicle shall operate, or permit the operation of a carrier vehicle entering or leaving the City other than on a designated route."

5 By deleting clause 7 and substituting in its place and stead the following:

"7 The owner or operator of a carrier vehicle conveying dangerous goods from a location outside the City, through the City, to a location outside the City shall cause the carrier vehicle to:

(a) proceed on the shortest combination of designated routes between the location where the carrier vehicle enters the City and the location where the carrier vehicle proposes to leave the City; and

(b) remain at all times on a designated route, except as permitted under this bylaw."

6 By deleting clause 8 and substituting in its place and stead the following:

- " 8 No owner or operator of a carrier vehicle shall operate, or permit the operation of a carrier vehicle on a supplemental route within the City, except for the purpose of making a pickup or delivery of dangerous goods."

7 By deleting clause 9 and substituting in its place and stead the following:

- " 9 No owner or operator of a carrier vehicle shall display a safety mark on a container, a vehicle or at a facility, if the safety mark is misleading as to the presence of danger, the nature of any danger, or compliance with any prescribed safety standard."

8 By deleting clause 12 and substituting in its place and stead the following:

- " 12 No owner or operator of a carrier vehicle shall park, stop or leave a carrier vehicle or trailer containing dangerous goods nearer than 15 metres beneath or adjacent to any electrical transmission line, or in any location where there is a possibility of a conductor wire contacting the tank in the event of breakage of such wire"

9 By deleting clause 13 and substituting in its place and stead the following:

- " 13 No owner or operator of a carrier vehicle shall suffer, allow or permit a carrier vehicle to stop, park or be left within the City, except:

- (a) at a permitted storage location;
- (b) to load or unload;
- (c) in compliance with the directions of a peace officer or traffic control device;
- (d) in compliance with a valid permit;
- (e) to refuel.

13.1(1) No owner or operator of a carrier vehicle shall suffer, allow or permit a carrier vehicle to stop, park or be left at any location within the City for the purposes of repair, other than a permitted storage location, without first having obtained a permit or permit number from the City Fire Prevention Bureau authorizing the repair of such vehicle at the proposed location.

13.1(2) It shall be a condition of such permit that the carrier shall indemnify and save harmless the City from, of and against any losses damages or expenses which the City may suffer or for which the City may become liable arising out of the repair of the carrier vehicle at the location authorized in the permit.

13.1(3) As a condition of issuing such permit, the Fire Chief for the City, or his designate, may impose any or all of the following requirements:

- (a) that a copy of the permit, or where a permit is issued by telephone, the permit number shall be posted in the vehicle;
- (b) that the permit holder shall take every precaution necessary to prevent damage to property or injury to persons;
- (c) that the vehicle be off-loaded or the container or cargo tanks be purged of all dangerous goods or hazardous vapors to the satisfaction of the Fire Prevention Bureau;
- (d) the hours during which the vehicle may be repaired;
- (e) the maximum time, and times of day when the vehicle may be at the repair site;
- (f) such further and other conditions which the Fire Chief deems necessary having regard to the nature of the repairs, the type of dangerous goods and the nature of uses on surrounding lands."

10 Schedule "B" to Bylaw 2942/87 is hereby deleted and there is substituted in its place and stead Schedule "B" annexed hereto.

11 In all other respects, By-law No. 2942/87 is ratified and confirmed.

12 This by-law shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this DAY OF , A.D. 19

READ A SECOND TIME IN OPEN COUNCIL this DAY OF , A.D. 19

READ A THIRD TIME IN OPEN COUNCIL this DAY OF , A.D. 19

APPROVED:

\_\_\_\_\_  
THE MINISTER RESPONSIBLE FOR  
ALBERTA PUBLIC SAFETY SERVICES,  
DANGEROUS GOODS CONTROL

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**BY-LAW NO. 2996/A-93**

BEING a By-law to amend By-law Number 2996/89, the Sign Bylaw of the City of Red Deer.

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

That By-law No. 2996/89 is hereby amended as follows:

1 To amend section 2.0 by adding thereto the following:

"2.1.56 Arterial Road" means any roadway listed in Schedule B of the City of Red Deer Transportation System Bylaw No. 3031/91 and any amendments thereto;

2.1.57 "Inflatable Signs" means any sign made of a material or fabric, designed to be inflated with air or gaseous substance and placed upon land, or tethered from land."

2 To amend section 3.3.1 by adding thereto the following:

"(m) A-Board and Inflatable Signs located within the boundaries of lots in I1 and I2 land use districts provided that:

i) such signs may advertise only the businesses situate on such lot; and

ii) such signs may not be placed on or over any portion of a lot which abuts an arterial road."

3 In all other respects, By-law No. 2996/89 is ratified and confirmed.

4 This by-law shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this DAY OF , A.D. 19

READ A SECOND TIME IN OPEN COUNCIL this DAY OF , A.D. 19

READ A THIRD TIME IN OPEN COUNCIL this DAY OF , A.D. 19

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

## **BYLAW NO. 3093/93**

Being a Bylaw to appoint a Boxing Commission to supervise a boxing match in the City of Red Deer, Province of Alberta.

WHEREAS pursuant to Section 238 of the Municipal Government Act, R.S.A., 1980, and amendments thereto, a municipality may appoint a board or commission to control and regulate boxing, wrestling, and similar matches in the City;

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

1           That the City of Edmonton Boxing and Wrestling Commission is hereby authorized, on behalf of The City of Red Deer to supervise, control and regulate a professional boxing show to be held at Red Deer, Alberta in the Centrium on Saturday, the 12 day of June 1993, and, in the event of postponement, such other date or place as may be established, subject to the promoters, Wayne Barry of Stargazer Productions of Edmonton, entering into an agreement satisfactory to the City Solicitor to indemnify and hold harmless the City of Edmonton Boxing and Wrestling Commission, the City of Red Deer, and the Westerner of and from all judgments or claims for damages of every nature and kind including, without limiting the generality of the foregoing, personal injury, death, and property damage of every nature or kind whatsoever, arising out of or relating either directly or indirectly to the event of any accident, emergency or legal action of any kind or judgment granted thereunder which may result or arise out of or in any way be related to the holding, conduct, hosting or presentation of the said professional boxing show.

2            This Bylaw shall come into full force and effect on the date of its passage.

READ A FIRST TIME IN OPEN COUNCIL this            day of            A.D. 1993.

READ A SECOND TIME IN OPEN COUNCIL this            day of            A.D. 1993.

READ A THIRD TIME IN OPEN COUNCIL this            day of            A.D. 1993.

---

MAYOR

---

CITY CLERK

**BYLAW NO. 3094/93**

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

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

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

"All that portion of 45A Avenue as shown on Plan 5365 N.Y.  
lying within Plan 932-\_\_\_\_\_ containing 0.082 ha  
more or less".

2           This Bylaw shall come into full force and effect upon the passage of third  
reading.

READ A FIRST TIME IN OPEN COUNCIL this           day of           A.D. 1993.

READ A SECOND TIME IN OPEN COUNCIL this           day of           A.D. 1993.

READ A THIRD TIME IN OPEN COUNCIL this           day of           A.D. 1993.

---

MAYOR

---

CITY CLERK



## **A D D I T I O N A L   A G E N D A**

\*\*\*\*\*

FOR THE REGULAR MEETING OF RED DEER  
CITY COUNCIL TO BE HELD ON **MONDAY, JUNE 7, 1993,**  
IN THE COUNCIL CHAMBERS OF CITY HALL,  
RED DEER, COMMENCING AT 4:30 P.M.

\*\*\*\*\*

- 1) City Clerk - Re: Written Inquiry/Alderman Guilbault/Yellow Lines on Bike Trails . . 1
- 2) City Clerk - Re: Community Tourism Action Program Funding/Slo-Pitch Park . . 5
- 3) Mayor and City Commissioner - Re: Communications Strategy for the City of Red Deer . . 12
- 4) Christian Faith Assembly - Re: Request for Permit to Hold Evangelistic Tent Crusade/June 23-27, 1993/Heritage Business Centre Property. . 28

WRITTEN ENQUIRIESNO. 1

**DATE: MAY 26, 1993**

**TO: CITY COUNCIL**

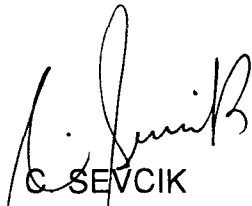
**FROM: CITY CLERK**

**RE: ALDERMAN GUILBAULT - WRITTEN INQUIRY - YELLOW LINES ON  
BIKE TRAILS**

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The following written inquiry was submitted by Alderman Guilbault at the Council Meeting of May 25, 1993:

"Would the Parks Department, please provide information regarding the costs/benefits of painting yellow lines on bike trails in the park system which would separate right and left lanes for bicycle and pedestrian traffic, potentially improving safety; particularly, on those trails with sharp turns or in heavily wooded areas where low visibility makes it difficult for users to be aware of oncoming traffic."

  
C. SEVCIK  
City Clerk  
CS/cjd

CS-P-4.297

**DATE:** May 31, 1993

**TO:** CHARLIE SEVCIK,  
City Clerk

**FROM:** CRAIG CURTIS  
Director of Community Services

**RE:** ALDERMAN GUILBAULT - WRITTEN ENQUIRY -  
YELLOW LINES/BIKE TRAILS  
Your memo of May 26, 1993 refers.

---

I have discussed Alderman Guilbault's enquiry concerning the cost/benefits of painting a yellow line down the trails with the Recreation & Culture and the Parks Department Managers.

Our comments are based on the following:

- . City of Edmonton and Calgary trails
- . Comment cards received from the public concerning Waskasoo Park
- . Trail Watch Program
- . Better Biking Program
- . 1986/87 Waskasoo Park Trails Safety Report.

Although over the past two years Edmonton and Calgary have put yellow lines down their trails, it was in response to documented complaints about user conflicts on the trails. The Waskasoo Park Public Comment Cards have not been submitted with any number of significant requests for yellow lines being put on trails. In addition, the Park Officers and the Volunteer Trail Watch Program have not indicated a concern for putting lines on the trails at this time.

With the extensive "Better Biking Red Deer" Program with corporate, School Board, R.C.M.P., Alberta Motor Association, Optimists Club and City representatives in place, the emphasis on trail etiquette, safety and user appreciation seems to have resolved most trail-user conflicts. With this continued program emphasis, the need to put yellow lines on our trails is perhaps not necessary at this time.

With the continued emphasis by Better Biking Red Deer for trail etiquette, including staying to the right and using bells when approaching someone or when wishing to pass, the yellow-line concept should be kept in mind, but put on hold until there is a demonstrated need for the line.

City Clerk  
Page 2  
May 31, 1993

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In terms of potential areas along the trails that are heavily wooded, sloped or curved that have some reduced visibility, and where a yellow line might be considered at some future date, the Parks Department has identified approximately 20 locations, totalling  $\pm 10$  km. An estimate of \$3,600 would be required to complete the yellow lines in these questionable areas.

The issue of a yellow line should continue to be referred to the Better Biking Red Deer and the Trail Watch Programs for comment. If a need is identified, it would be considered as a capital improvement in an annual budget.

#### RECOMMENDATION

That the issue of painting a yellow line on the asphalt trails not be pursued at this time, but that discussions continue with the Better Biking Red Deer and Trail Watch Programs to determine if there is a future need for this lining.

  
CRAIG CURTIS

DB\ad

- c. Ed Morris, Recreation Program Superintendent  
Corp. McKinney, R.C.M.P.  
Lowell Hodgson, Recreation & Culture Manager  
Neil Evans, Parks Facilities Superintendent

Commissioners' Comments

We would recommend that the issue of painting yellow lines on the asphalt trails be referred to the Better Biking Red Deer and Trail Watch Programs for their comment.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

DATE May 26/93

TO:

- ☒ DIRECTOR OF COMMUNITY SERVICES
- ☐ DIRECTOR OF ENGINEERING SERVICES
- ☐ DIRECTOR OF FINANCIAL SERVICES
- ☐ BYLAWS & INSPECTIONS MANAGER
- ☐ CITY ASSESSOR
- ☐ COMPUTER SERVICES MANAGER
- ☐ ECONOMIC DEVELOPMENT MANAGER
- ☐ E.L. & P. MANAGER
- ☐ ENGINEERING DEPARTMENT MANAGER
- ☐ FIRE CHIEF
- ☒ PARKS MANAGER
- ☐ PERSONNEL MANAGER
- ☐ PUBLIC WORKS MANAGER
- ☐ R.C.M.P. INSPECTOR
- ☐ RECREATION & CULTURE MANAGER
- ☐ SOCIAL PLANNING MANAGER
- ☐ TRANSIT MANAGER
- ☐ TREASURY SERVICES MANAGER
- ☐ PRINCIPAL PLANNER
- ☐ CITY SOLICITOR
- ☐ \_\_\_\_\_

FROM:

CITY CLERK

RE: Alderman Guilbault - Written  
Enquiry - Yellowlines/Bike Trails

Please submit comments on the attached to this office by June 14  
for the Council Agenda of June 21/93.

\_\_\_\_\_  
ACKNOWLEDGE

C. SEVCIK  
City Clerk

# WRITTEN INQUIRY

From: Tim Guilbault

93.05.25

Would the Parks Department please provide information regarding the costs/benefits of painting yellow lines on bike trails in the park system which would separate right and left lanes for bicycle and pedestrian traffic potentially improving safety; particularly, on those trails with sharp turns or in heavily wooded areas where low visibility makes it difficult for users to be aware of on-coming traffic.

**DATE: JUNE 9, 1993**  
**TO: DIRECTOR OF COMMUNITY SERVICES**  
**FROM: CITY CLERK**  
**RE: ALDERMAN GUILBAULT WRITTEN ENQUIRY - YELLOW LINES ON BIKE TRAILS**

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The following written enquiry, submitted by Alderman Guilbault at the Council Meeting of May 25, 1993, was presented on the Council agenda of June, 7, 1993:

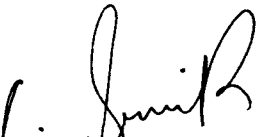
"Would the Parks Department, please provide information regarding the costs/benefits of painting yellow lines on bike trails in the park system which would separate right and left lanes for bicycle and pedestrian traffic, potentially improving safety; particularly, on those trails with sharp turns or in heavily wooded areas where low visibility makes it difficult for users to be aware of oncoming traffic."

At the aforesaid meeting Council passed the following motion in accordance with your recommendations:

"RESOLVED that the issue of painting yellow lines on the asphalt trails be referred to the Better Biking Red Deer and Trail Watch Programs for their comment."

The decision of Council in this instance is submitted for your information along with the request that said matter be referred to Better Biking Red Deer and Trail Watch Programs to determine if there is a future need for painting yellow lines on the asphalt trails. We look forward to a report back to Council in due course.

Trusting you will find this satisfactory and that you will take appropriate action.

  
C. SEVCIK  
City Clerk

CS/cjd

cc: Ed Morris, Recreation Program Superintendent  
Corp. McKiney, R.C.M.P.  
Lowell Hodgson, Recreation and Culture Manager  
Neil Evans, Parks Facilities Superintendent



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

July 2, 1993

Ms. Jo Bealle  
34, 7124 Gray Drive  
Red Deer, Alberta  
T4P 1B9

Dear Ms. Bealle:

Thank you for your letter of June 29, 1993, concerning Alderman Guilbault's suggestion to have yellow lines painted on the bike paths. As you are aware, Alderman Guilbault's suggestion was presented on the Council Agenda of June 7, 1993, and at which meeting the following motion was passed.

"RESOLVED that the issue of painting yellow lines on the asphalt trails be referred to the Better Biking Red Deer and Trail Watch Programs for their comment."

As indicated in the above motion, the Better Biking Red Deer and Trail Watch Programs will be contacted for their comment, following which a report will be presented back to City Council. I would like to take this opportunity to thank you for your letter and advise that same will be circulated to members of Council.

Trusting you will find this satisfactory. If you have any questions or require additional information, please do not hesitate to call the undersigned.

Sincerely,

Kelly Kloss  
Assistant City Clerk

c.c. Mayor  
Aldermen  
Director of Community Services  
Parks Manager  
Recreation & Culture Manager

**RED DEER***a delight  
to discover!*

Jo Bealle  
#34 7124 Gray Drive  
Phone 347-8435 TYP 189

Red Deer, Alberta  
June 29/93

To Mayor and Council - City of Red Deer,

Re-Councillor Duilbault's suggestion to have yellow-lines painted on the bike paths.

I was very disappointed that this was voted down. As a frequent user of this wonderful facility I know that the only reason I have not had an accident is because I always stay well over on the right.

I've often met riders two and three abreast coming around blind corners at racing speeds with no regard for their own or anyone else's safety.

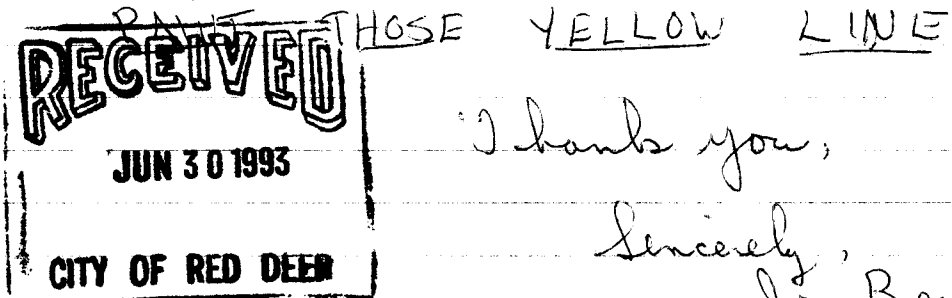
I find that most bike path users are considerate and safety conscious individuals but unfortunately we have a few who aren't. Hopefully a dividing line would give these few a message.

It would only take one serious accident for a law suit to cost the city far more than yellow lines.

Another reason I think we need these

lines is for the safety of young riders just beginning to use the paths. It would give them a definite idea as to where they must be.

I know that money is scarce and cuts must be made but I hope you will ~~xxxx~~ re-consider and



I thank you,

Sincerely,  
Jo Beale

P.S.

I enjoy watching council sessions on Shaw Cable

**DATE: JUNE 9, 1993**

**TO: DIRECTOR OF COMMUNITY SERVICES**

**FROM: CITY CLERK**

**RE: ALDERMAN GUILBAULT WRITTEN ENQUIRY - YELLOW LINES ON BIKE TRAILS**

---

The following written enquiry, submitted by Alderman Guilbault at the Council Meeting of May 25, 1993, was presented on the Council agenda of June, 7, 1993:


"Would the Parks Department, please provide information regarding the costs/benefits of painting yellow lines on bike trails in the park system which would separate right and left lanes for bicycle and pedestrian traffic, potentially improving safety; particularly, on those trails with sharp turns or in heavily wooded areas where low visibility makes it difficult for users to be aware of oncoming traffic."

At the aforesaid meeting Council passed the following motion in accordance with your recommendations:

"RESOLVED that the issue of painting yellow lines on the asphalt trails be referred to the Better Biking Red Deer and Trail Watch Programs for their comment."

The decision of Council in this instance is submitted for your information along with the request that said matter be referred to Better Biking Red Deer and Trail Watch Programs to determine if there is a future need for painting yellow lines on the asphalt trails. We look forward to a report back to Council in due course.

Trusting you will find this satisfactory and that you will take appropriate action.

  
C. SEVCIK  
City Clerk

CS/cjd

cc: Ed Morris, Recreation Program Superintendent  
Corp. McKinney, R.C.M.P.  
Lowell Hodgson, Recreation and Culture Manager  
Neil Evans, Parks Facilities Superintendent

NO. 2

DATE: May 31, 1993  
TO: City Council  
FROM: City Clerk  
RE: COMMUNITY TOURISM ACTION PROGRAM FUNDING/SLO-PITCH  
PARK

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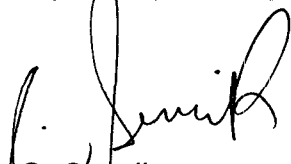
At the Council Meeting of May 25, 1993, recommendations from the Red Deer Visitor and Convention Bureau pertaining to CTAP funding received consideration. The following resolution was introduced with regard to the grant request submitted by the Central Alberta Slo-pitch Association in regard to the development of Slo-pitch facilities at Maskepetoon Park.

Moved by Alderman Pimm, seconded by Alderman Guilbault

"RESOLVED that Council of The City of Red Deer hereby agrees that the C. T. A. P. Grant to the Central Alberta Slo-pitch Association (C.A.S.P.A.), in the amount of \$50,000 be approved for submission to the Province subject to the following conditions being met:

1. That a development plan be prepared for Maskepetoon Athletic Park showing how the slo-pitch park would relate to other sport facilities and surrounding development. The cost of preparing this plan could be shared between potential user groups. The City does not have adequate resources to prepare this plan, but would assist in an advisory capacity and help initiate the plan.
2. That a lease agreement for the site be concluded between The City and C.A.S.P.A. by October 31, 1993, when the present agricultural lease expires.
3. That an agreement be concluded between The City and user groups for the use, maintenance and upgrading of the access road. The issues related to this road are outlined in the report from the Director of Engineering Services dated May 17, 1993, (page 165, Council Agenda, May 25, 1993).
4. That C.A.S.P.A. match the grant with a direct cash contribution of \$16,667."

Prior to voting on the resolution, however, Council agreed to table said matter for two weeks at the request of Mr. Darcy McKay. The reason for the request to table was to allow the Central Alberta Slo-pitch Association an opportunity to respond back to Council with its comments prior to voting on the said resolution.



C. Sevcik  
City Clerk



# Drummond



## CENTRAL ALBERTA SLO-PITCH ASSOCIATION (C.A.S.P.A.)

4814 Ross Street Red Deer, Alberta T4N 1X4 346-6444

June 2, 1993

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

### RE: Community Tourism Action Program Funding - Council Resolution

The Central Alberta Slo-Pitch Association is very pleased to have been selected as one of the groups in which CTAP has been allocated to, however, the resolutions that were brought before council on May 25, 1993 were somewhat vague. It was our understanding that the CTAP process require that 1/3 cash equity be contributed to the total of the grant allocation. This would mean that on a \$50,000.00 grant, our minimum cash contribution would be \$16,667.00.

The first point on the resolution makes mention of an overall site development plan to be done for Maskapatoon Park. The idea and the principle behind doing a development plan is a smart one, however, it states that the cost can be shared between user groups. To our knowledge we are the only user group considering Maskapatoon Park at this time, and we are unsure of what other groups are interested, and how a cost shared plan can be derived upon. The City states that it does not have the adequate resources to complete such a plan, and we can assure you that our Association does not have the resources to complete this either.

The second point on the resolution is satisfactory to us, with the understanding that the lease be for the Slo-Pitch diamonds and immediate areas used by Slo-Pitch.

The third point on the resolution again refers to the "other user groups". We had met with a group of City managers at Maskapatoon park just recently and discussed the access road at that time. It was suggested by Mr. Jeffers that the road from Flagstaff to the eastern edge of the park was in need of ditch work and regravelling to divert the flow of water off the road. It was also suggested that the users might lease the road with the City being responsible for periodical mantainance. At no time prior to the May 25 council meeting was our Association informed that the upkeep and / or upgrading be the financial responsibility of the users.



### DRUMMOND BREWING COMPANY LTD.

☐ CALGARY - 4036 Barlow Trail S.E., Calgary, Alberta  
T2B 2Y4 Phone (403) 235-3900

☐ RED DEER - 2210 Gaetz Avenue, Red Deer, Alberta  
T4R 1W5 Phone (403) 347-6633  
Fax (403) 347-7235

☐ EDMONTON - 4148 - 78th Avenue, Edmonton, Alberta  
T6B 3M8 Phone (403) 468-2929

Our Association is prepared to work with the City of Red Deer on the development of Maskapatoon Park to build Slo-Pitch diamonds, but we can not be responsible for the costs of developing for other user groups who may or may not be interested at this time or in the future. If Maskapatoon Park becomes an economic burden to develop, then we are able to relocate to another site that offers Red Deer the same return in tourism dollars.

According to the requirements set forth by the Visitor and Convention Bureau and the Provincial Government regarding CTAP, we have met them and have been selected as a priority on the Community Tourism Action Plan. We need the final approval of City Council to be placed as a priority project so we may begin construction as soon as possible. We would like for Council to review the approval by the Visitor and Convention Bureau and base a resolution on it, then we would like to meet with the City Managers to discuss, and set out a development plan, and its costs, of Maskapatoon Park. Please keep in mind that we are as eager as you to create a wonderful haven for tourists in our community so we may all benefit now and in the future.

Sincerely,



Perry C. Osberg, CASPA Admin.

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	10:40 am.
DATE	June 2 '93
BY	R. Penick

**RECOMMENDATIONS  
COMMUNITY TOURISM ACTION PROGRAM  
FUNDING**

<b>Project</b>	<b>Proposed by</b>	<b>Total Project Cost</b>	<b>CTAP Funding Requested</b>	<b>CTAP Funding Recommended</b>	<b>Recommended Conditions/Comments</b>
Canyon Ski Area Expansion	Canyon Ski Area	\$1,000,000	\$100,000	\$50,000	Completion of campground. Agreement with City to protect public investment; may involve joint use or revenue sharing, free public use of day use facilities.
Slo-Pitch Park	Central Alberta Slo-Pitch Association	180,000	135,000	50,000	Agreement with City for development of slow pitch facilities at Maskepetoon Park in place by October 31, 1993. Required cash equity in place, segregated and earmarked for project.
Interpretive Signs, Cultural and Natural Historical Walking Tours	Normandeau History Society	19,950	14,962	0	Will not attract new visitors to Red Deer. Funding available from other sources.
Retrofit of Fort Fort Normandeau	Historical Preservation Committee	25,000	18,750	10,000	Information gathered on original of visitors, role of Fort in attracting visitors.
Feasibility Study, - Low Power Radio Transmitter	Red Deer Visitor and Convention Bureau	3,500	2,625	Tabled	Tabled in order to obtain further information.



**DATE:** June 2, 1993

**FILE NO. R-40446**

**TO:** Charlie Sevcik  
City Clerk

**FROM:** Lowell R. Hodgson, Manager  
Recreation & Culture Department

**RE:** CENTRAL ALBERTA SLO-PITCH ASSOCIATION'S LETTER DATED JUNE 2, 1993

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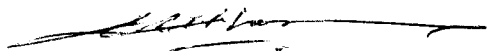
Would you please add this memo to the agenda of City Council as my response to CASPA's letter concerning C.T.A.P. funding and City Council's May 25, 1993, resolution.

In order for any development to take place at Maskepetoon Park, there must first be an overall Site Plan so that the long-term needs of the entire site are considered and so that there is no conflict with other facilities to be developed there. In his June 2 letter, Mr. Osberg states, "To our knowledge, we are the only user group considering Maskepetoon Park at this time, and we are unsure of what other groups are interested." On March 8, 1993, I convened a meeting with all potential users of Great Chief Park, at which CASPA was represented, along with the Red Deer Minor Soccer Association, the Red Deer Minor Baseball Association, and the Titans Rugby Club. At that meeting, both the Minor Baseball Association and the Soccer Association expressed a strong interest in the development of Maskepetoon Park and indicated their interest in participating in the planning of this facility, and their preference for this site over other developments that might be possible. I, therefore, believe that all participants left that meeting aware of considerable interest in Maskepetoon Park by more than one group.

I have no budget allocation for the detailed planning necessary for this development nor does the Parks Department. We could assist with some preliminary concept plan; however, development plans will require additional resources and I, therefore, suggested that the user groups might share this cost. It was my intention to call a meeting of the Minor Baseball Association, the Soccer Association, and CASPA to discuss their sharing of this undertaking, if indeed there was a commitment from CASPA to proceed.

I attended an on-site meeting May 18 with representatives from the Engineering Department, the Parks Department, and CASPA. I understood Mr. Jeffers to say that the City might consider leasing the access road, along with the Maskepetoon site, to the user groups, and that the City would then only maintain the road upon request and at cost.

If CASPA accepts the terms and conditions as outlined in the Council resolution of May 25, I will immediately call a meeting with the other user groups, and determine at that time their commitment to this site and to the necessary planning. CASPA appears to be the major user and the other groups will need to know CASPA's commitment before they can make theirs.



LOWELL R. HODGSON

/mm

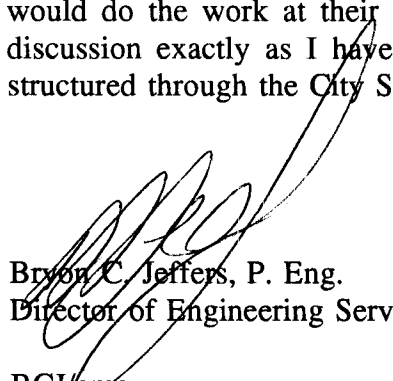
- c Craig Curtis, Director of Community Services
- c Don Batchelor, Parks Manager
- c Bryon Jeffers, Director of Engineering

DATE: June 2, 1993  
TO: City Clerk  
FROM: Engineering Department Manager  
RE: **MASKEPETOON ATHLETIC PARK  
SLO-PITCH ASSOCIATION**

---

We have reviewed the correspondence dated June 2, 1993 from Mr. Osberg. Most of the issues discussed do not relate to Engineering Services directly and we presume that the Recreation and Culture Department and Parks Department will respond.

We would, however, like to respond to the points made with respect to access road maintenance. Mr. Osberg's statement "It was also suggested that the users might lease the road with the City being responsible for periodic maintenance." is not quite accurate. On May 18, 1993, Mr. Haslop and the writer attended an on-site meeting attended by Mr. Hodgson, Mr. Batchelor, Mr. Osberg, and another member of the Slo-Pitch Association. At that time we discussed the access road and its poor condition. We discussed the significant costs involved in bringing the road up to a proper standard. The Slo-Pitch representatives were naturally concerned about these costs. At that time I indicated, as I later did to Council, that an interim solution may be to lease the roadway to the Slo-Pitch Association with the understanding that they would be responsible for maintenance. When and if they required work to be done, they would contact the City and we would do the work at their cost. I discussed this issue with Mr. Haslop and he recalls the discussion exactly as I have presented it. The lease agreement would have to be carefully structured through the City Solicitor, as there is presently another user of the road.



Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

BCJ/emg

c.c. Recreation and Culture Manager

Commissioners' Comments

We recommend to Council that the Recreation & Culture Manager be requested to get all the groups together to discuss this issue to determine their level of interest and possible ways of proceeding from this point with a report to be brought back to Council. We do not see the need for CASPA to make a commitment prior to this meeting because we believe that more information has to be shared between the groups first.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

NO. 7



May 10, 1993

Mayor Surkan and Members of Council  
City of Red Deer

Dear Mayor Surkan and Members of Council:

In 1987, \$500,000 was allocated to Red Deer through the lottery funded Community Tourism Action Program (CTAP). This funding is for capital projects which will attract more visitors to the community. Projects must be identified as priorities in the community's Tourism Action Plan, and endorsed by the municipal Council.

A number of projects have already been approved to be undertaken with this funding, as indicated in the attached list. Approximately \$127,460 of the Red Deer's CTAP allocation is currently uncommitted. The deadline for submission of applications for the remaining funds is March 31, 1994, with project completion by December 31, 1994.

The Red Deer Visitor and Convention Bureau is currently revising Red Deer's tourism action plan. As part of this process, earlier this spring the Visitor Bureau placed an ad in the newspaper, requesting submission of projects to be considered for CTAP funding by April 15, 1993. Eight applications were received, with the funding requested totalling \$308,337.

The Visitor Bureau's Board of Directors has now completed its review of these projects, and is making recommendations to Council on allocation of the CTAP funding. Following approval of these recommendations by Council, the Visitor Bureau would proceed to amend the Tourism Action Plan to reflect this priorities.

We would be happy to answer any questions Council may have about these recommendations at your May 25, 1993 meeting.

Yours truly,

Bernard Papp  
Chairman

RED DEER VISITOR AND CONVENTION BUREAU  
VISITOR INFORMATION CENTRE, HERITAGE RANCH

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4  
TEL: (403) 346-0180 FAX (403) 346-5081

**APPROVED  
COMMUNITY TOURISM ACTION PROGRAM  
PROJECTS**

PROJECT	CTAP FUNDS COMMITTED	PROJECT STATUS
Lions Campground Upgrading	\$ 53,865	Completed
Hwy 2 Introductory Signs	\$ 30,000	Application pending Alberta Transportation approval
Feasibility Study, The Crossing at Red Deer	\$ 15,000	Completed
Visitor Information Centre Renovations, Heritage Ranch	\$ 67,425	85% Complete
Site Servicing Study, Heritage Ranch (Alberta Sports Hall of Fame)	\$ 18,750	90% Complete
Site Servicing, Heritage Ranch (Alberta Sports Hall of Fame)	\$ 187,500	Application pending completion of site servicing study
	<hr/> \$ 372,540	

Feasibility Study, Campground Expansion	City of Red Deer Recreation Department	20,000	15,000	0	Feasibility studies not a a priority. Canyon project includes campground.
Visitor Information Centre Renovations - revision of current application to include air conditioning	Red Deer Visitor and Convention Bureau	20,000	15,000	0	Will not attract new visitors to Red Deer.
Horse Drawn Carriage and and Cutter, Heritage Ranch	Rocky Mountain Retreats Ltd.	11,748	7,000	8,811	Purchase of carriage and cutter by City or Visitor Bureau; agreement to lease back to Heritage Ranch equestrian service contractor for duration of contract.
<b>Total</b>			<u>\$308,337</u>	<u>\$ 118,811</u>	

DATE: May 13, 1993  
TO: City Clerk  
FROM: Land and Economic Development Manager  
RE: **RED DEER VISITOR AND CONVENTION BUREAU  
COMMUNITY TOURISM ACTION PLAN FUNDING**

---

The Red Deer Visitor and Convention Bureau undertook an extensive review of the proposals for funding under the Community Tourism Action Plan. After careful consideration of all factors, their final decision was made.

I would support the report of the Red Deer Visitor and Convention Bureau, and recommend that Council approve the recommendations.



Alan V. Scott

AVS/mm

590-060

DATE: May 17, 1993  
TO: City Clerk  
FROM: Engineering Department Manager  
RE: **RED DEER VISITOR AND CONVENTION BUREAU  
COMMUNITY TOURISM ACTION PROGRAM (CTAP)**

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It is our understanding that the Red Deer Visitor and Convention Bureau is recommending a grant from CTAP of \$50,000 to initiate some development of Maskepetoon Park. We are told that this would allow for the development of two or perhaps three ball diamonds.

Council should be aware that access to this site is substandard and would require a considerable expenditure to upgrade to an acceptable level. A preliminary cost estimate indicates the cost to be in the order of \$800,000, not all of which would be attributable to Maskepetoon Park.

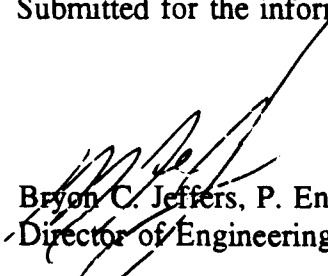
It is possible that for this initial phase of development (3-4 diamonds with no spectator capacity), the present access may suffice. Council should, however, be aware of several issues.

First, the existing road is a gravel surface with poor base construction. The road will not stand up well to heavy traffic (volume or weight). Inclement weather could under the roadway almost impassable.

Second, as it is a gravel surface, we may get dust complaints from Oriole Park, the new Fairways development, and The Red Deer Golf and Country Club.

Third, the roadway is not lighted.

Submitted for the information of Council.



Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

BCJ/emg

c.c. Economic Development Manager



**DATE:** May 17, 1993

**FILE NO.** R-40424

**TO:** Charlie Sevcik  
City Clerk

**FROM:** Lowell R. Hodgson, Manager  
Recreation & Culture Department

**RE:** C.A.S.P.A-C.T.A.P. FUNDING FOR MASKEPETOON PARK DEVELOPMENT

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The economic benefit for The City of Red Deer from the development of a cluster of slo-pitch facilities is significant. This fact has been documented in other centres that have these facilities, and are hosting regional, provincial, or national tournaments.

In Red Deer we have a site that is ideal for this development, and The City already has a major investment in this facility, which is intended for this type of use. I would recommend that The City lease a portion of Maskepetoon Park to the Central Alberta Slo-pitch Association for the development of slo-pitch tournament facilities. I further recommend that the lease be at a minimal cost and be long term. I see this as the contribution of The City towards this development, with the remaining responsibility being that of C.A.S.P.A.'s. In exchange for this agreement, the Association would be required to develop facilities to an agreed-to standard and to operate them at their own expense.

I consider the above to be a win-win situation for The City and for the Association. If the Community Tourism Action Program is supportive of a contribution of \$50,000 towards this development, I support this recommendation on the clear understanding that the Association raises the matching requirement in cash for this program. This contribution would be raised and set aside, apart from the Association's ongoing operating costs. A time frame should be set for this so that construction could begin in 1994.

The issue of access to this site is one that goes beyond the jurisdiction of my department, as access to other developments would also be served. However, with respect to the development of this slo-pitch facility, I believe that access could be staged over several years and could be first offered at a gravel level of development. Then as resources are available, and the use of the site is seen to warrant it, this might be upgraded in the future.

I am certain that there will be interest in this site from one or two other associations as quickly as there is access to it, as I know the Soccer Association and the Minor Baseball Association are in need of additional facilities. It is my recommendation that we consider lease agreements with these associations as well, in order to allow them flexibility in their development and in their operation, and to relieve The City of this responsibility for ongoing operating costs. I believe that the development of C.A.S.P.A. facilities on this site will be the catalyst for other developments, assuming some better access can be given.

LOWELL R. HODGSON

/mm

**DATE:** May 17, 1993

**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** CRAIG CURTIS, Director  
Community Services Division

**RE:** RED DEER VISITOR & CONVENTION BUREAU:  
COMMUNITY TOURISM ACTION PROGRAM (CTAP)  
Your memo dated May 12, 1993 refers.

1. In 1987, the Province allocated \$500,000 to The City of Red Deer through the Community Tourism Action Program (CTAP). This funding is for capital projects that will attract more visitors to the community and are identified as priorities in the Community Tourism Action Plan.
2. A number of CTAP projects have already been approved by City Council and approximately \$127,460 remains uncommitted. The deadline for submission of applications is March 31, 1994, with project completion by December 31, 1994.

The Visitor & Convention Bureau recently advertised for project submissions and eight applications were received, with the funding requested totalling \$308,337. The board reviewed the applications and is recommending funding to the following four projects:

▪ Canyon Ski Area Expansion (incl. campground)	\$ 50,000
▪ Slo-Pitch Park: Maskepetoon Athletic Park	50,000
▪ Fort Normandeau: (Retrofit of Fort)	10,000
▪ Heritage Ranch: (acquisition of horse-drawn carriage and cutter)	8,811
	_____
▪ <b>Total</b>	<b>\$ 118,811</b>

3. I have reviewed the above recommendations with the Parks and Recreation & Culture Managers. We generally support the recommendations of the Visitor & Convention Bureau, and our specific comments are as follows:
  - We support the grant to the Central Alberta Slo-Pitch Association in the sum of \$50,000 for the development of slo-pitch diamonds in Maskepetoon Athletic Park. However, there is a need to resolve the problems related to the overall planning of the site and providing satisfactory access. The problems related to vehicular access

City Clerk  
Page 2  
May 17, 1993  
C.T.A.P.

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are outlined in a memo from the Director of Engineering Services, dated May 17, 1993.

- We consider that the feasibility study for the expansion of Lions Campground could have been given a higher priority.
- We have concerns regarding the cost/benefit of the bureau acquiring a horse-drawn carriage and cutter on behalf of the equestrian operator.

4. **RECOMMENDATIONS**

It is recommended that City Council endorse the recommendations of the Visitor & Convention Bureau and approve four grants in the sum of \$118,811 through the provincial Community Tourism Action Program (CTAP).



CRAIG CURTIS

:dmg

- c Don Batchelor, Parks Manager  
Lowell Hodgson, Recreation & Culture Manager  
Wendy Martindale, Manager, Visitor & Convention Bureau  
Bernie Papp, Chairman, Visitor & Convention Bureau  
Al Scott, Land & Economic Development Manager

## COMMISSIONERS' COMMENTS:

1. We recommend that City Council endorse the recommendations of the Visitor and Convention Bureau relating to the C.T.A.P. grants for the expansion of the Canyon Ski Area and the retrofit of Fort Normandeau.
2. We support the grant to the Central Alberta Slo-Pitch Association (C.A.S.P.A.), as it will provide seed money for the development of a much needed facility in the community. However, a number of issues need to be resolved in relation to the development of Maskepetoon Athletic Park. As Council will be aware from the comments, several sports groups are now interested in developing at this site. We see the need to address the early development of the facility by all parties, even if it involves accepting a lower than traditional standard of development. It is necessary, however, to reach agreement on the issues related to the overall planning of the site and the provision of acceptable access. We recommend that the grant be approved for submission to the Province, subject to the following conditions being met:
  - That a development plan be prepared for Maskepetoon Athletic Park showing how the slo-pitch park would relate to other sports facilities and surrounding development. The cost of preparing this plan could be shared between potential user groups. The City does not have adequate resources to prepare this plan, but would assist in an advisory capacity and help initiate the plan.
  - That a lease agreement for the site be concluded between the City and C.A.S.P.A. by October 31, 1993, when the present agricultural lease expires.
  - That an agreement be concluded between the City and user groups for the use, maintenance and upgrading of the access road. The issues related to this road are outlined in the report from the Director of Engineering Services.
  - That C.A.S.P.A. match the grant with a direct cash contribution.
3. With regard to the grant for the purchase of a carriage and cutter, we have some reservations about proceeding without a clear sense of the feasibility of the project. It is recommended that the Visitor and Convention Bureau and the operator further explore the option of leasing these items from existing owners on a pilot basis. Should no other options be available, the grant could be reconsidered.

G. SURKAN  
Mayor

C. CURTIS  
Acting City Commissioner

BY-LAW # 3093/93

Being a by-law to appoint a Boxing Commission to supervise a boxing match in the City of Red Deer, Province of Alberta.

WHEREAS pursuant to Section 238 of the Municipal Government Act, R.S.A., 1980, and amendments thereto, a Municipality may appoint a Board or Commission to control and regulate boxing, wrestling, and similar matches in the City;

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

1. That the City of Edmonton Boxing and Wrestling Commission is hereby authorized, on behalf of the City of Red Deer to supervise, control and regulate a professional boxing show to be held at Red Deer, Alberta, on the 12 day of June, ~~1990~~<sup>1993</sup>, and, in the event of postponement, such other date or place as may be established, subject to the promoters Wayne Barry of Stargazer Productions of Edmonton entering into an agreement satisfactory to the City Solicitor to indemnify and hold harmless the City of Edmonton Boxing and Wrestling Commission, the City of Red Deer, and the ~~(name of association ie. Westerner)~~<sup>Westerner</sup> of and from all judgments or claims for damages of every nature and kind including, without limiting the generality of the foregoing, personal injury, death, and property damage of every nature or kind whatsoever, arising out of or relating either directly or indirectly to the event of any accident, emergency or legal action of any kind or judgment granted thereunder which may result or arise out of or in any way be related to the holding, conduct, hosting or presentation of the said professional boxing show.

2. This By-law shall come into full force and effect on the date of its passage.

READ A FIRST TIME IN OPEN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, A.D. ~~1989~~<sup>1993</sup>.

READ A SECOND TIME IN OPEN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, A.D. ~~1989~~.

READ A THIRD TIME IN OPEN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, A.D. ~~1989~~.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

City Clerk's Department 342-8132

DATE: June 1 / 93

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: ~~2~~ 3

FAX TO: \_\_\_\_\_

ATTENTION: Shelley OsbergTHEIR FAX NO: 343 - 3240FROM: Charlie SevcikDEPARTMENT: City Clerks

MESSAGE AREA (if required):

*a delight  
to discover!*

JUNE 7/93

Submitted to City Council

Date: June 7 '93

Your Worship and the members of City Council; we would like to offer our position on the development of Maskapatoon Park for Sports Facilities. We have discussed the tentative problems and estimated the costs of correcting these problems with various Department heads for the past few months. We hope that you are aware that no formal resolution has occurred as we have only batted around suggestions and possibilities with the city. The development of Maskapatoon seems to be heading into a very difficult dilemma with the access to the site becoming a financial burden. The approach that we as a user would like to take is as follows: We would like for City Council to agree to a resolution that allows CASPA the opportunity to meet with all interested user groups and the City department heads, to derive at;

- 1) Development plans and costs
- 2) Access and responsibilities
- 3) Time tables
- 4) Overall costs to develop this site to accomodate all users.

We would also like a time table placed on these points to reflect the October 31st lease agreement deadline mentioned on the May 25 resolution. We would further ask that Council resolve that if Maskapatoon Park proves to be a financial burden to the parties involved, that CASPA be granted the approval to develop on another site that offers the same tourism and economic benefits to our City.

We are more than willing to investigate all possible avenues in the development of Maskapatoon park and will not shirk our responsibilities to draw tourists to Red Deer in the event that we must develop another site.

**DATE: JUNE 9, 1993**  
**TO: RECREATION AND CULTURE MANAGER**  
**FROM: CITY CLERK**  
**RE: COMMUNITY TOURISM ACTION PROGRAM FUNDING/SLO-PITCH PARK**

---

The above matter received further consideration at the Council Meeting of June 7, 1993. At the above noted meeting the matter was tabled for a further period of 2 weeks to enable you to arrange for a meeting of all the interested groups and to report back to Council. Following is the resolution which was passed in this regard:

"RESOLVED that the matter pertaining to C.T.A.P. Funding - Slo-pitch Park be tabled, for 2 weeks, to enable the Recreation and Culture Manager to arrange for a meeting of all the groups to discuss this issue to determine their level of interest and possible ways of proceeding from this point with a report to be brought back to Council."

I trust that you will take appropriate action and we await your report for the Council agenda of June 21, 1993. The deadline for receipt of said report is Monday, June 14, 1993. Should you have any problems with this deadline, please advise.

  
C. SEVCIK  
City Clerk

CS/cjd

cc: Director of Engineering Services  
Director of Community Services  
C.A.S.P.A.  
Attention: Mr. Perry Osberg  
4814 Ross Street  
Red Deer, Alberta  
T4N 1X4  
Red Deer Visitor and Convention Bureau  
Attention: Wendy Martindale



NO. 3

**DATE:** June 3, 1993  
**TO:** CITY COUNCIL  
**FROM:** MAYOR AND CITY COMMISSIONER  
**RE:** COMMUNICATIONS STRATEGY FOR THE CITY OF RED DEER

---

Attached is the final report of the Communications Strategy Committee. Council will recall that on December 21, 1992, the Commissioners were requested to prepare a report that would "lay out a more complete communication strategy for the City", including a specific role for the Mayor and Commissioner's Office. To maximize the use of existing resources, a Communications Strategy Committee was established in early January 1993, consisting of Alderman Tim Guilbault; Director of Community Services, Craig Curtis; Personnel Manager, Grant Howell; Executive Assistant, Pat Shaw; and Mayor Gail Surkan. The Committee established its major goal as "the development of an effective, low-cost, highly focused Communications Strategy which is supported by City Council and the targeted publics" and commenced the review and research which would form the basis of this final report.

It is important to note that while the report targets certain "key publics", this was done with the recognition that manpower and financial constraints precluded the development of a comprehensive communications strategy for all of the City's publics. It is important, as well, to understand that the key publics were selected by consensus based on a combination of the importance of improved communication with those groups and the ability to undertake specific action within the guidelines of the Committee's stated goal. We will continue, however, to work with our other publics to ensure effective communications in those areas not specifically identified in this strategy.

The annual cost of this strategy, exclusive of the human resource costs necessary to undertake the work, is in the order of \$11,000.00. We believe that a number of the initiatives can be absorbed with little disruption in the existing workload; however, some of the major initiatives, including the tabloid for the citizens and staff, the assertive and timely response to emergent issues, and the staff training, collectively, constitute a conservative estimate of 80 staff days per year. Council will understand that in order for staff to undertake these additional commitments, there will be a need for adjustments in work assignments and scheduling in some areas. The staff has expressed some concern that the time factor required to undertake the new initiatives has not been adequately addressed, in the report, as to its significance.

.../2

City Council  
Page 2  
June 3, 1993

In the final analysis, we believe that now, more than at any time, as we struggle with the financial realities of our time, it is increasingly important that we communicate effectively with the public and the staff. We see this strategy as an important step forward in meeting this challenge and recommend its adoption and immediate implementation. Further, we would recommend that for 1993, the proportionate amount of the total cost of \$11,000 be charged as an over-expenditure in the budget.

We would like to extend our thanks and appreciation to the members of the Communications Strategy Committee for their dedication and effort in preparing this document. Good work!

GAIL D. SURKAN  
Mayor

H. MICHAEL C. DAY  
City Commissioner

/cjm

Attachment

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

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## 1. MANDATE

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

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

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

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

## 2. COMMITTEE GOAL

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

### **3. PROCESS**

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

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

- Staff

- Media (Electronic and Print)

- Other Levels of Government

- Provincial
- Federal
- County
- Alberta Cities; Towns and Villages of Central Alberta

- Community

- Business Organizations
- Social Groups (CARE, Women's Shelter, Boys and Girls Club)
- Sports and Cultural Groups
- Community Associations
- Special Interest Groups (HUDAC, Realtors, Taxi Drivers, Construction Association, Transit Users, Day Care Users, Youth Groups, Seniors)
- Service Users
- Citizens

- Other Public Institutions

- Hospital
- Michener
- School Boards
- College

#### **3.2 TARGETED PUBLICS**

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

■ Citizens

■ Government

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

■ Media (Electronic and Print)

■ Staff

### 3.3 RESEARCH

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

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

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

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

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

#### ■ Actions in Place

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

#### ■ Recommended New Actions

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

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

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

**Provincial Ministers/Deputies**

**■ Actions in Place**

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

**■ Recommended New Actions**

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

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

### **■ Actions in Place**

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

### **■ Recommended New Actions**

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

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

### **■ Actions in Place**

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

### **■ Recommended New Actions**

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

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

### **■ Actions in Place**

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

### **■ Recommended New Actions**

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



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

■ **Actions in Place**

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

■ **Recommended New Actions**

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

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

■ **Actions in Place**

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

### ■ Recommended New Actions

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

## 5. RESOURCES AND ASSIGNMENT OF DUTIES

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

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

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

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

## **6. IMPLEMENTATION**

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

## **7. ACKNOWLEDGEMENTS**

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

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

## **8. RECOMMENDATIONS**

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

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

Report to Council - June 7, 1993  
Appendix I - Page 1 of 5

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

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

Report to Council - June 7, 1993  
Appendix I - Page 2 of 5

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

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

Report to Council - June 7, 1993  
Appendix I - Page 3 of 5

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

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

Report to Council - June 7, 1993  
Appendix I - Page 4 of 5

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

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

Report to Council - June 7, 1993  
Appendix I - Page 5 of 5

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



TO

Communications Strategy  
Committee

FROM

L. Puvik

DEPT.

City Clerk

DATE

May 17/93

RE

Communications Strategy for the City of Red Deer.

MESSAGE

The only comment I have to make is regarding A. 8) - There will likely be some financial cost particularly if additional space is required on the Advertising page to provide separation between the "legal" advertising and "general" advertising.

REPLY

Currently, we often fill in spaces with the smaller ads. This may be less possible with the requirement for separation.

ps.

## MEMORANDUM

**DATE:** May 11, 1993

**TO:** MEMBERS OF COUNCIL  
CITY COMMISSIONER  
DIRECTORS AND DEPARTMENT HEADS

**FROM:** COMMUNICATIONS STRATEGY COMMITTEE

**RE:** COMMUNICATIONS STRATEGY FOR THE CITY OF RED DEER

---

At the Council Meeting of December 21, 1992, City Council, on the initiative of a Notice of Motion by Alderman Tim Guilbault, passed a resolution agreeing that the City Commissioners prepare a report outlining a more complete communications strategy for The City of Red Deer. To facilitate the preparation of the report, a Communications Strategy Committee was formed in early January, 1993. The members have now completed their research and preparation of findings and recommendation and a copy of Draft #5 of the report is attached.

The report is being circulated informally at this time to allow each of you to comment on the draft document prior to its submission to City Council. Simultaneous to your review, the Committee will be undertaking some testing of its "recommended new actions" with a number of its targeted publics.

We would appreciate receiving any reaction or comments you may have by Friday, May 21, 1993, to allow sufficient time for us to meet and incorporate the findings from the review phase, prior to submission of the final report to City Council on June 7, 1993. Written comments may be sent to Pat Shaw.

Thank you for taking the time to comment on our draft report. Your honest appraisal is welcomed.

If you would like to discuss any aspect of the report or need clarification of some aspect of its contents, please contact one of the following Committee members:

Mayor Gail Surkan	342-8155
Alderman Tim Guilbault	885-7234
Director of Community Services	
Craig Curtis	342-8327
Personnel Manager,	
Grant Howell	342-8148
Executive Assistant, Pat Shaw	342-8157

/pms

Attachments

**CONFIDENTIAL**

(Draft #5 - Testing Phase)

DATE: May 11, 1993  
TO: CITY COUNCIL  
FROM: COMMUNICATIONS STRATEGY COMMITTEE  
RE: COMMUNICATIONS STRATEGY FOR THE CITY OF RED DEER

---

**1. MANDATE**

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

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

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

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

**2. COMMITTEE GOAL**

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

### **3. PROCESS**

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

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

■ Staff

■ Media (Electronic and Print)

■ Other Levels of Government

- Provincial
- Federal
- County
- Alberta Cities; Towns and Villages of Central Alberta

■ Community

- Business Organizations
- Social Groups (CARE, Women's Shelter, Boys and Girls Club.
- Sports and Cultural Groups
- Community Associations
- Special Interest Groups (HUDAC, Realtors, Taxi Drivers, Construction Association, Transit Users, Day Care Users, Youth Groups, Seniors.
- Service Users
- Citizens

■ Other Public Institutions

- Hospital
- Michener
- School Boards
- College

#### **3.2 TARGETED PUBLICS**

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

■ Citizens

■ Government

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

■ Media (Electronic and Print)

■ Staff

### **3.3 RESEARCH**

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

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

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

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

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

■ **Actions in Place**

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

■ **Recommended New Actions**

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

issues this year (eg. re-assessment)

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

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

**Provincial Ministers/Deputies**

■ **Actions in Place**

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

■ **Recommended New Actions**

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

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

### **■ Actions in Place**

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

### **■ Recommended New Actions**

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

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

### **■ Actions in Place**

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

### **■ Recommended New Actions**

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

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

### **■ Actions in Place**

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

### **■ Recommended New Actions**

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



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

■ **Actions in Place**

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

■ **Recommended New Actions**

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

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

■ **Actions in Place**

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

## ■ Recommended New Actions

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

## 5. RESOURCES AND ASSIGNMENT OF DUTIES

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

While our goal is to "develop an effective, low-cost, highly focused Communications Strategy which is supported by City Council and the targeted publics", and while we have worked diligently toward this end, it is important for Council to note that there is a cost associated with this strategy. The annual financial implication for implementation of the total strategy, without reference to the human resource costs necessary to undertake the work, is in the order of \$10,500. This figure does not include the one-time cost of \$300 for the climate survey software to facilitate the conduct of organizational climate surveys on a regular basis.

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

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

## **6. IMPLEMENTATION**

The report is now in its final stage and is being circulated on an informal basis for review and comment.

## **7. ACKNOWLEDGEMENTS**

The Committee would like to acknowledge those individuals who contributed to the process and assisted us in our research. In particular, our thanks are extended to Brenda King, Bill Brunton, and Hartvig Lauridsen of the Public Information Department with the City of Calgary, who committed an half day for a tour of their operations and review of some of the initiatives currently in place in Calgary. As well, our thanks are extended to Linda Redel of Novacor Chemicals Ltd. for her observations and insight, particularly relating to the co-ordination and development of a regular newsletter.

(Include test groups)

## **8. RECOMMENDATIONS**

**COMMUNICATIONS STRATEGY COMMITTEE**  
(1993)

(DRAFT #5 - TESTING PHASE)  
Page 1 of 5

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

**COMMUNICATIONS STRATEGY COMMITTEE**  
(1993)

(DRAFT #5 - TESTING PHASE)  
Page 2 of 5

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

\* May be some additional costs involved from Advocate.

**COMMUNICATIONS STRATEGY COMMITTEE**  
(1993)

(DRAFT #5 - TESTING PHASE)  
Page 3 of 5

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

**COMMUNICATIONS STRATEGY COMMITTEE**  
(1993)

(DRAFT #5 - TESTING PHASE)  
Page 4 of 5

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

**COMMUNICATIONS STRATEGY COMMITTEE**  
(1993)

(DRAFT #5 - TESTING PHASE)  
Page 5 of 5

RECOMMENDED NEW ACTIONS	PRIORITY	RESOURCES		RESPONSIBILITY
		HUMAN	FINANCIAL	
31) Organize staff information sessions regarding overall City issues	M	6 staff days per year (3 sessions of 1 day each with 1 day preparation for each)	\$400 (materials) per year	Personnel
32) Encourage and facilitate informal social gatherings	M	N/A	N/A	All Departments
33) Increase inter-departmental assignments	L	N/A	N/A	All Departments
34) Complete Organizational Climate Surveys, approximately every 12 - 18 months	L	Every 12 - 18 months - 2 weeks staff time for each survey	\$300 (one-time cost for software) plus paper	Personnel



*Report possibly by end of March.*

**DATE: DECEMBER 23, 1992**  
**TO: CITY COMMISSIONERS**  
**FROM: CITY CLERK**  
**RE: NOTICE OF MOTION - ALDERMAN GUILBAULT**  
**IMPROVED CITY COMMUNICATIONS**

---

At the Council Meeting of December 21, 1992 the following Notice of Motion which was submitted by Alderman Guilbault, received consideration, however, said motion was defeated:

"WHEREAS improved communications between the City of Red Deer and the media, the general public, and City employees, will be critical to the successful implementation of new initiatives, and;

WHEREAS in the past a lack of resources has been the primary obstacle to introducing a comprehensive communication plan for the City of Red Deer, and;

WHEREAS a key function of the Mayor and Commissioner's Office is to promote effective community relations;

BE IT RESOLVED that the Administration in consultation with Staff, prepare a plan for Council's approval to indicate how resources in the Mayor and Commissioner's Office could be reallocated to be responsible for:

1. Co-ordinating regular press conferences;
2. Producing and distributing news releases capturing the salient points of key City issues;
3. Establishing a cross-departmental editorial team responsible for co-ordinating production of periodic publications for distribution among City employees and/or the general public."

**MOTION DEFEATED**

The following resolution however, was passed by Council in accordance with your recommendations which appeared on the Agenda:


City Commissioners  
Page 2  
December 23, 1992

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

The decision of Council in this instance is submitted for your information and appropriate action. As verbally indicated at the Council Meeting, it is my understanding that we can anticipate receipt of this report by the end of February for presentation to Council.

Trusting you will find this satisfactory.

Sincerely,



C. SEVCIK  
City Clerk  
CS/clr

cc: Executive Assistant

**DATE: MARCH 31, 1993**  
**TO: EXECUTIVE ASSISTANT**  
**FROM: CITY CLERK**  
**RE: COMMUNICATIONS STRATEGY FOR THE CITY OF RED DEER**

---

Your memo of March 29, 1993, is hereby acknowledged with thanks. In response to your request following hereafter, very briefly, are the actions currently in place in our Department, listed under the suggested headings:

1. Actions in place to facilitate effective communications with the staff:

- Monthly staff meetings (more frequent if required)
- Route slips
- Summary of Council decisions the morning after the Council Meeting
- A binder sent to all Departments from the Print Room informing of all supplies available
- Administrative update publications circulated to all Departments

2. Actions in place to facilitate effective communications with the citizens: (the general Public)

- Advertising, both legal and miscellaneous. i.e. Land Use Bylaws Amendments, road closures, public reserve disposal, election and census advertising, City Hall closures for stat holidays, burning period, etc.
- Personal phone calls prior to Council Meetings to inform of items on the Agenda
- Letters before and after the date of Council Meeting advising of date of meeting and Council decisions
- Correspondence to citizens advising of changes, eg. to bylaws and regulations, letters to funeral homes and monument companies, etc.
- Faxing reports to individuals having items on Council Agenda prior to the Council Meeting


EXECUTIVE ASSISTANT

Page 2

March 31, 1993

- Faxing decisions of Council to media following Council Meeting
- Relaying to Sunday Express over the phone, Council's decisions on the Tuesday following the Council Meeting
- Offering bylaws free of charge to individuals for a period of two to three months following passage by Council as a public relations gesture, i.e. Health Bylaw, Taxi Bylaw, Hours of Business Bylaw
- Participation by staff in "Partners for Progress" (Kelly and Sandra)

Trusting you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/cjd

## MEMORANDUM

**DATE:** March 29, 1993

**TO:** DIRECTORS & DEPARTMENT HEADS

**FROM:** PATRICIA M. SHAW  
Executive Assistant to the Mayor and Commissioner

**RE:** COMMUNICATIONS STRATEGY FOR THE CITY OF RED DEER

---

As you may be aware, at the Council Meeting on December 21, <sup>1992</sup>~~1993~~, the following resolution was passed:

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

In order to facilitate the review and preparation of a report back to City Council, a Communications Strategy Committee was established as follows:

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

One aspect of our review and development of an overall strategy is to determine what is currently being done in the areas we have established as our key publics.

The Committee has identified a number of existing actions and initiatives throughout the City operation, but we need your assistance in clarifying the actions which are actually in place in your Department and which facilitate effective communications with the "staff" and the "citizens" (the general public).

Directors & Department Heads  
Page 2  
March 29, 1993

We would appreciate a memo outlining, in very brief, point form, the actions currently in place in your Department. Please set them out under the following headings:

- (1) Actions in Place to Facilitate Effective Communications with the Staff
- (2) Actions in Place to Facilitate Effective Communications with the Citizens (the general public).

The Commissioners were to have reported back to Council by the end of February, so there is some urgency in receiving your response in order that we may finalize the report.

We would ask that you bring your list of "actions in place" to the Department Head Meeting on Wednesday, April 7 or forward it to me prior to that date.

Thank you for your assistance and co-operation within this limited timeframe.



PAT SHAW

/cjm

Attachments

P.S. I am attaching a copy of a memo that the City Commissioner forwarded to Directors and Department Heads on December 19, 1990, following the review of the Public Relations Resource Group Recommendations, together with a copy of the existing actions/initiatives we have already identified. These may assist or prompt you in preparing your response.

DATE: December 19, 1990

TO: Directors and Department Heads

FROM: City Commissioner

RE: PUBLIC RELATIONS RESOURCE GROUP RECOMMENDATIONS

---

At the Department Head meeting of October 3, 1990 the Ad Hoc Committee established to review the Public Relations Resource Group Recommendations presented its report on some action which could be taken to improve the City's public relations, with little or no additional cost. At that meeting Directors and Department Heads passed a resolution accepting the recommendations of the Ad Hoc Committee and recommending immediate implementation of the actions.

On November 13, 1990, the report was presented to City Council for information.

I have since met with representatives of the Ad Hoc Committee to clarify the various areas of responsibility. Directors and Department Heads have the following responsibilities:

- 1) to circulate the Public Relations Implementation Strategy to their staff and to ensure compliance with the agreed upon strategies (a copy of the report is attached)
- 2) to establish a formal circulation system within their department (ref: 2(d)(1))
- 3) to establish bulletin boards in locations accessible to all staff (ref: 2(d)(4))
- 4) to ensure that news releases or items of interest are circulated to other departments as appropriate (ref: 2(d)(3))
- 5) as a result of the City Commissioner identifying the following items as those required to be placed on bulletin boards, to ensure that these items are posted:
  - (a) personnel matters affecting all or any portion of their staff (i.e. job postings, information on or changes to employee benefits, etc.)
  - (b) changes to existing Administrative procedures or new Administrative procedures

- (c) changes to existing Council policy or new Council policy
- (d) summary of Council decisions prepared and distributed by the City Clerk
- (e) information on changes in services available to the public or new services introduced
- (f) news releases and information bulletins, where relevant
- (g) staff events/functions

(ref: 2(d)(1) and (2))

There may be other items which Directors or Department Heads may define within their own area of operation, which shall be placed on the bulletin boards.

- 6) to ensure that employees are handling incoming calls appropriately. No call should be transferred from one department to another unless the employee making the transfer has identified that the department to which the call is being transferred is able to assist the caller (ref: 4 and 5(a))
- 7) to lend encouragement to staff activities within departments where all levels of staff have an opportunity to socialize (ref: 8(c))
- 8) to encourage a more pro-active role on the part of their department in dealing with the media . Press briefings or calls to the media should, where appropriate, be initiated by the City rather than waiting for the media to respond to information they have received from outside sources. (ref: 10 and 11(i))
- 9) to ensure the use of the standardized format for all news releases and information bulletins. There are two sets of forms depending upon whether you wish to use the typewriter or the computer. The computer form has the master heading only and a disc encompassing the remainder of the form is available from Diane George in Community Services (342-8327). The forms are available through the Print Room in the City Clerk's Department. Authorization for any change to the form rests with the City Commissioners' office. A copy of the Guidelines for the preparation and issuance of news releases and information bulletins, together with one copy of the forms, is attached. (ref: 10 and 11(1))



The final report identified several areas where the committee felt that training would be helpful in meeting the overall objective of improving The City's public relations. Customer Relations, Telephone Etiquette, Handling Complaints, Advanced Communication Techniques, and Improved Customer Services were some of the areas identified. The Personnel Department will either deliver or co-ordinate the delivery of training sessions in these areas in 1991. Additional training needs analysis will be conducted during the year and where other needs are identified, every effort will be made to provide the necessary training to meet these needs.

I will be addressing the issue of co-ordination of services among City departments to facilitate the "one stop shopping" concept in an effort to improve our service to the public. One area that will be looked at is the procedure for issuing development permits where at present, the applicant has to deal with a number of different departments.

Your co-operation in carrying out the responsibilities identified in this memo, is anticipated. It is my hope that these steps will help to improve communications at all levels within the City organization and that, in turn, our public relations with the customer will be enhanced.

H. MICHAEL C. DAY  
City Commissioner

PMS/bd

Att.

## **Citizens -**

### **■ Actions in Place**

- Improvement/training in public relations skills (Customer Service Training)
- Departmental Co-ordination (eg. pooling advertising where applicable; amalgamated Activity Guide - Community Services)
- Monthly appearance by Mayor on Public Affairs Show, RDTV
- City Hall/Outside Departments Open House in conjunction with Municipal Awareness Week
- User Guides (eg. Building Inspection - Detached Garages, Fences; Economic Development - Guide to Business)
- Communication through Utility Bills
- Newspaper Columns (eg. Community Services columns - Dawe, Robertson)

## **4.4) Staff -**

### **■ Actions in Place**

- Summary of Council decisions prepared by City Clerk
- Administrative Procedure Manual co-ordinated through City Clerk
- Departmental Circulation Boards
- Circulation of News Releases
- Installation and regular use of bulletin boards
- Some Departmental newsletters
- Commissioner's Commendation Program
- Staff orientation

**DATE: JUNE 9, 1993**  
**TO: MAYOR AND COMMISSIONER**  
**FROM: CITY CLERK**  
**RE: COMMUNICATIONS STRATEGY FOR THE CITY OF RED DEER**

---

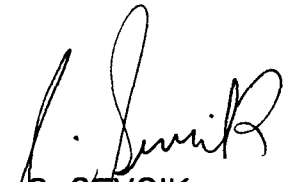
Your report dated June 3, pertaining to the above matter, was presented on the Council agenda of June 7, 1993, and at which meeting Council passed the following motion:

"RESOLVED that Council of The City of Red Deer hereby approves adoption and immediately implementation of the Communications Strategy for The City of Red Deer and as presented to Council June 7, 1993.

Council further agrees that for 1993, the proportionate amount of the total cost of \$11,000. be charged as an overexpenditure in the budget."

The decision of Council in this instance is submitted for your information and appropriate action.

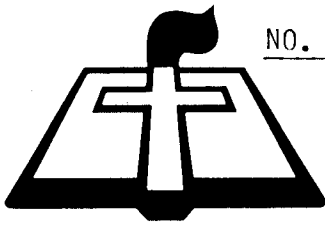
Trusting you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/cjd

cc: Executive Assistant  
Director of Community Services  
Personnel Manager



NO. 4

**CHRISTIAN  
FAITH  
ASSEMBLY**

28

PAT GUERRA, Pastor

5850 KERRYWOOD DRIVE

RED DEER, ALBERTA

PH. 34-FAITH • T4N 4X6

June 2, 1993

THE CITY OF RED DEER	
CLERK'S DEPARTMENT	
RECEIVED	
TIME	8:30 am
DATE	June 3 '93
BY	C. Smith

Dear Sirs:

On behalf of World Harvest Outreach and several local sponsoring churches, I hereby request the necessary permits to hold an Evangelistic Tent Crusade from June 23 - 27, 1993, inclusive.

The event will be held on the property commonly known as Heritage Business Centre Property, located on the north side of 67th St. between 59th and 64th Ave. We have already secured permission from the owners.

The Crusade will be held in a tent. A description of the tent has been submitted. Although it is not possible to predetermine the attendance, we hope possibly 350 - 500 people will attend.

**Other Areas Of Concern:**

**Parking:** All parking will be on the grounds and will not create any congestion or disturbance. We intend to have an adequate number of parking attendants.

**Access:** There is one access on 67th St. just west of the Esso Gas Station and we can also access the property from Graham Drive.

**Washrooms:** We will be contacting the neighboring businesses to possibly secure permission to utilize their facilities and we will rent however many portable washrooms are required.

If any further information is required, please let me know.

Thank you for your help and consideration.

In Christ,

*Pat Guerra*  
Pastor Pat Guerra

67th Street

TEMPERIAL  
OIL GAS STATION

Proposed Tent  
Location

OTHER  
Bldgs

Food City  
GROCERIES

Parking

Stream North →

MUST AGREE

May 17th, 1993

To Whom It May Concern,

I, Joy Layden, on behalf of the owners of the Heritage Business Center, do hereby grant permission to the World Harvest Outreach Ministries to utilize the vacant properties located both north and south of Graham Drive in our sub-division. The said properties can be utilized for an evangelistic tent crusade on June 22 to 28 inclusive, 1993.

This permission is contingent upon the following conditions being agreed to and satisfied prior to the above event:

1. Proof of Public Liability Insurance must be provided showing the owners of this property as free from any responsibility or liability;
2. The grass and weeds to be mowed and removed by the user group, prior to the crusade and the property cleaned after the crusade;
3. In the event of rain, no large trucks will be allowed on the property so as to avoid leaving large ruts; and
4. City permits, etc. must be obtained by World Harvest Outreach Ministries.



J. Layden

Heritage Business Center



May 17, 1993

TO WHOM IT MAY CONCERN

Re: World Harvest Outreach Ministries Inc.

Please be advised that Okanagan Insurance has placed a liability policy with the Royal Insurance Company with a limit of \$2,000,000.00 Inclusive Limits.

The policy is a Comprehensive General Liability Policy covering the operations of the above insured, including the use of the tent for meeting purposes, anywhere in Canada as required.

This policy expires on June 22, 1994.

I trust this meets with your approval.

Yours very truly,

OKANAGAN INSURANCE SERVICES (1977) LTD.

Per   
Lorne F. Gerber  
Licensed Representative



**Craig  
MacKenzie**

**DAVIS**  
Agency Inc.

- Residential Specialist
- Investment - Revenue Properties
- Acreages
- Professional Courteous Service  
since 1976

Ph.: 346-0009 FAX 341-4418  
304, 4814 Ross St., Red Deer T4N 1X4



# Nahanni Industries Ltd.

19500 - 56 Avenue, Surrey, B.C. V3S 6K4

Telephone (604) 533-4841

June 19, 1987

World Harvest Outreach Ministries  
Box 724  
Kelowna, B.C.  
V1Y 7P5

Attn: Rev. L. Lindstrom

Ref: w.o. 20291, Tent Poles

Dear Sir;

This letter is to confirm specifications on your tent poles purchased in June of 1984. All poles are of an aluminum 6061 alloy and are as follows:

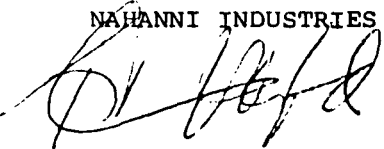
1. Main Poles (5 inch) - 5.563 inch outside diameter
  - .258 inch wall thickness
  - 5.057 pounds per foot
  - net column strength at 20 feet - 3800 net pounds each
2. Secondary Poles (3 inch)
  - 3.5 inches outside diameter
  - .216 inches wall thickness
  - 2.621 pounds per foot
  - net column strength at 20 feet - 1330 net pounds each
3. Outer Poles (1.5 inch)
  - 1.9 inch outside diameter
  - .145 wall thickness
  - .94 pounds per foot
  - net column strength at 8 feet - 488 net pounds each

These ratings are calculated with the normal built in safety factor of 67%.

We trust this meets with your approval. Should any other information be required please feel free to call.

Yours truly,

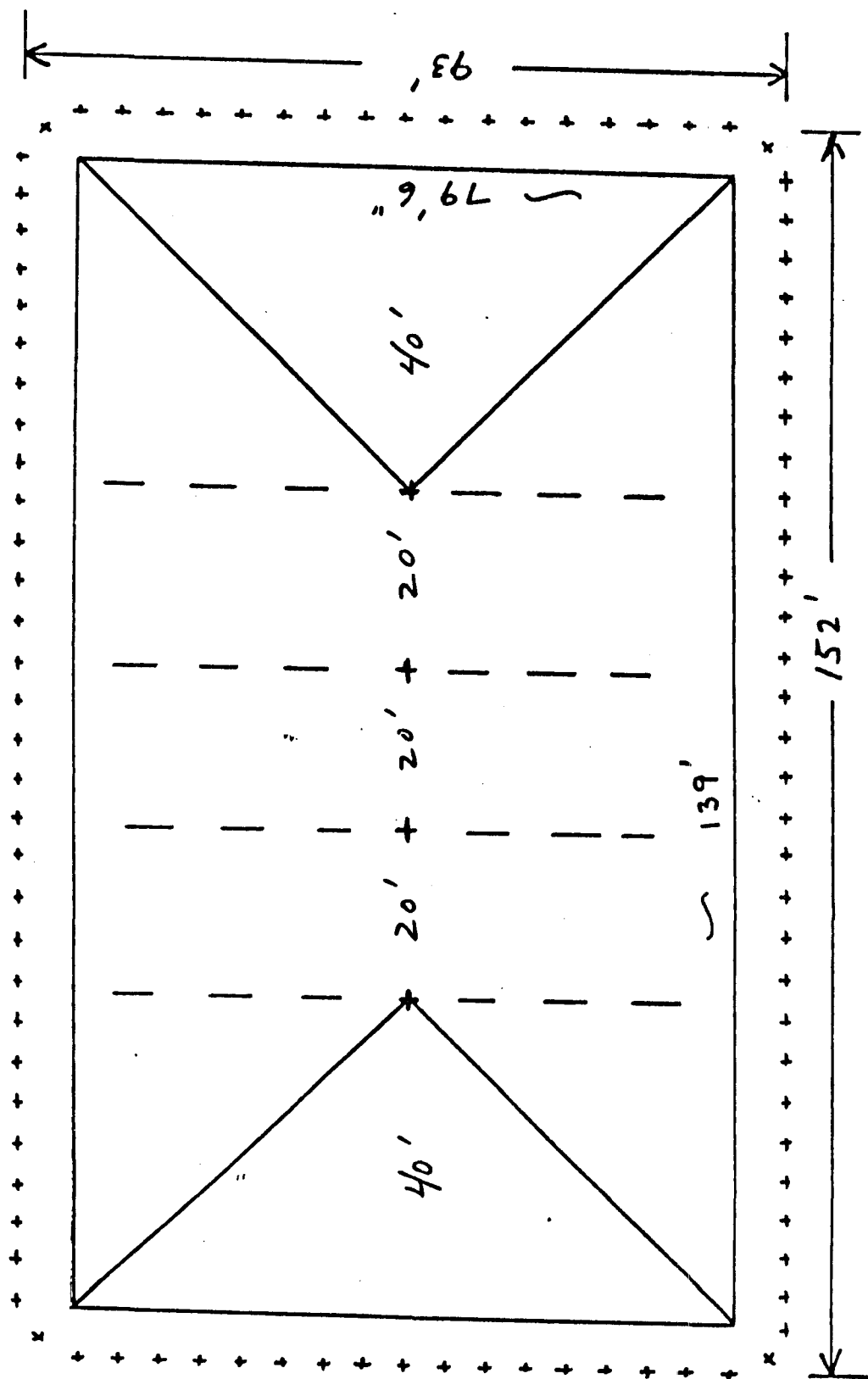
NAHANNI INDUSTRIES LTD.



Ken Hyland,  
Sales Manager.

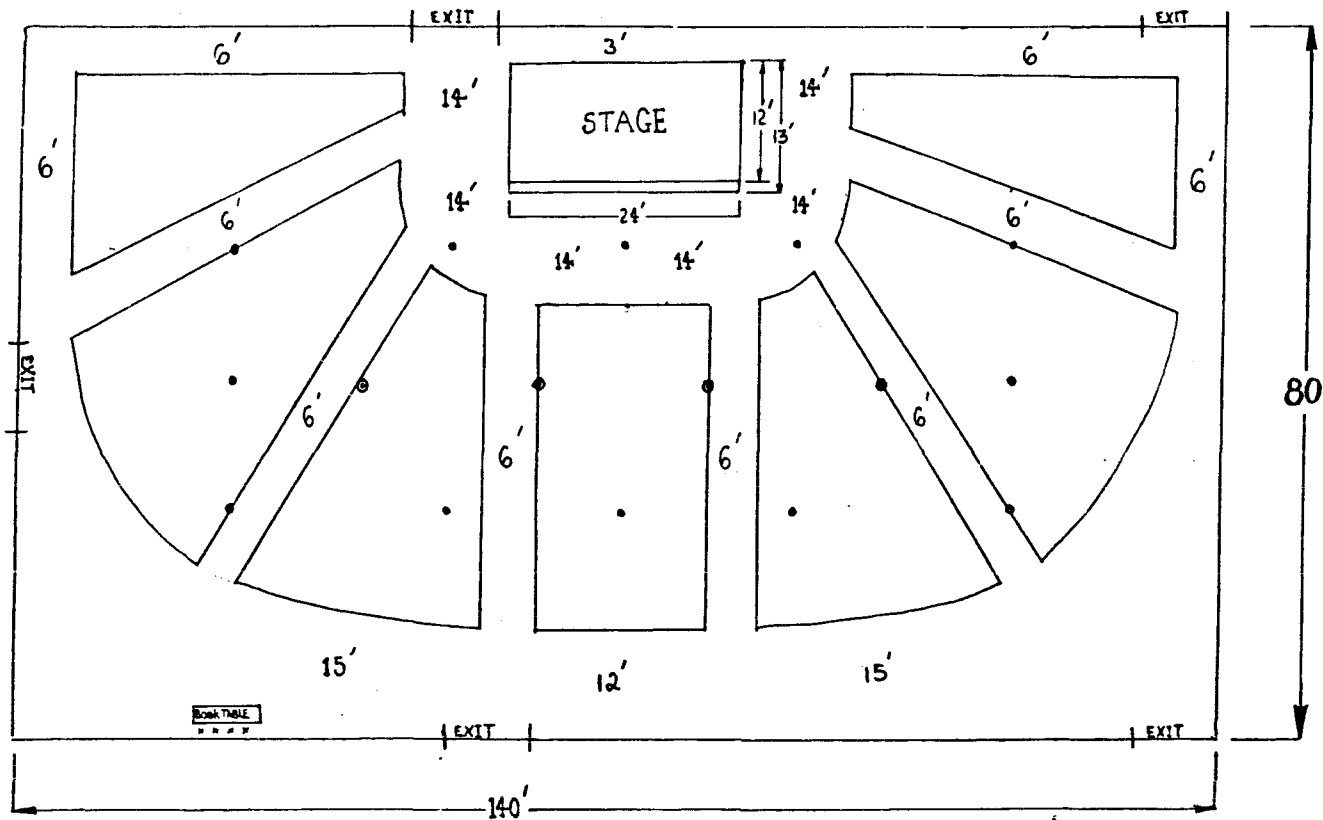
KH/drr

WORLD HARVEST OUTREACH MINISTRIES INC.  
GOSPEL REVIVAL TENT.



STAKE LAYOUT FOR LEN LINDSTROM  
GOSPEL TENT.

TENT SIZE : 80' x 140'  
REAL SIZE SET UP: 79'6" x 139'  
plus 6'6" TO STAKES



- QUARTER POLES
- ⊙ MAIN POLES
- × CHAIRS 14 PER ROW
- 8' WALLS
- 26' HIGH

TENT MATERIAL IS FLAME RETARDANT DACRON WITH CALIFORNIA SAFETY APPROVAL SEAL  
 POLES ARE ALUMINUM / TENT STAKES ARE 3/4" REBAR 2" DIAMETER  
 POWER SOURCE IS SUPPLIED BY PORTABLE GENERATOR  
 TENT HAS EMERGENCY LIGHTING SYSTEM

Commissioner's Comments

We only received this application Thursday morning June 3 (portion received late Wednesday June 2) and we have not had time to circulate same to the administration for comment. However, we have discussed this request with the Solicitor whose comments are enclosed.

"M.C. DAY"  
City Commissioner

# CHAPMAN RIEBEEK SIMPSON CHAPMAN WANLESS

Barristers & Solicitors

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

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

\* Denotes Professional Corporation

Your file:  
Our file: GEN 06/93 THC

June 3, 1993

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

**ATTENTION: Charles Sevcik,  
City Clerk**

Dear Sir:

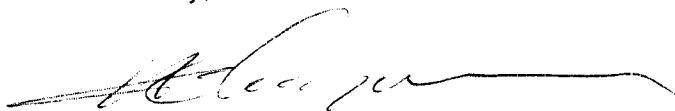
**RE: Christian Faith Assembly  
Request for Site for an Evangelistic Tent Crusade**

The lands situate in the Heritage Business Centre which currently are undeveloped, and upon which the Christian Faith Assembly propose to hold their crusade, are currently zoned C2, south of Graham Drive, and Direct Control north of Graham Drive.

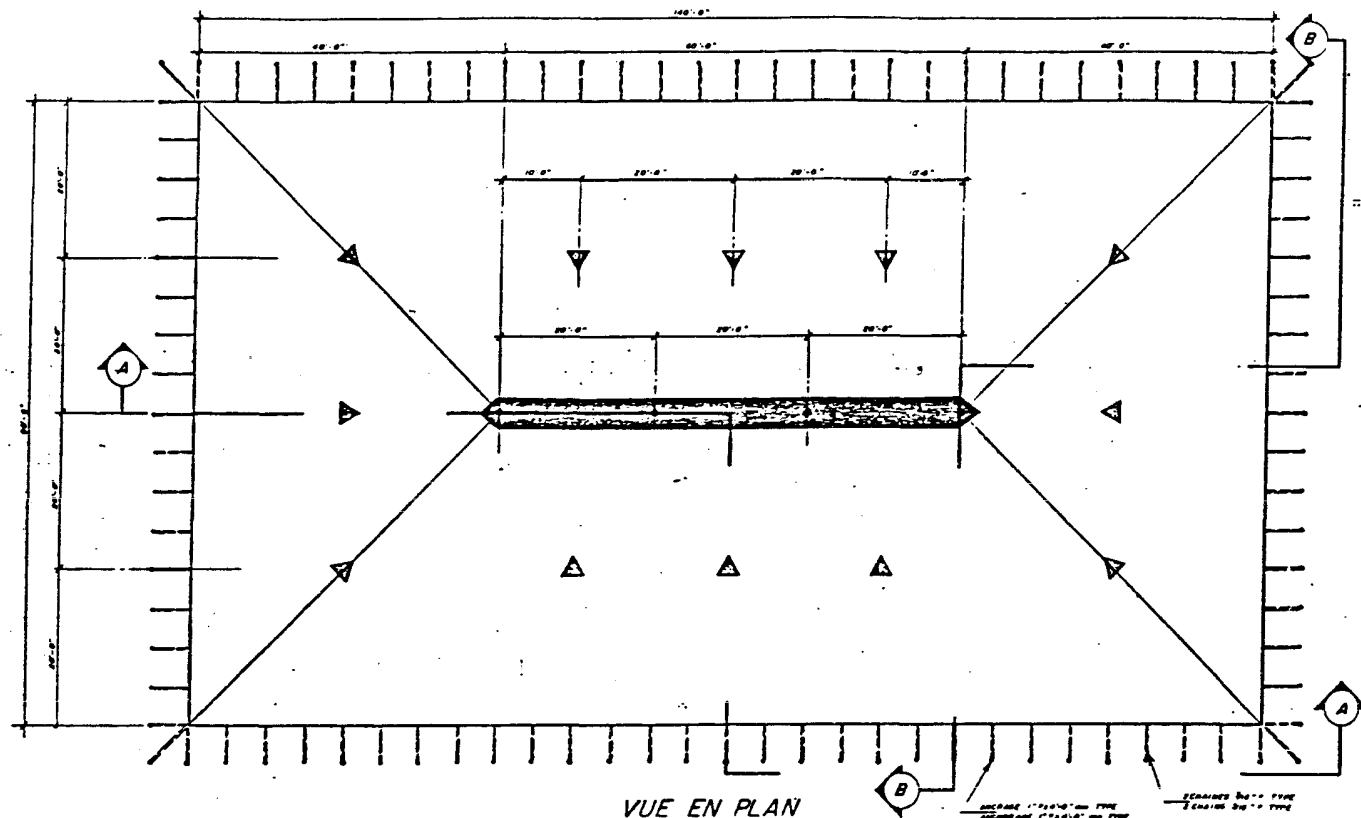
The location of the tent for the crusade upon the commercial land is not a Permitted or Discretionary Use under the Land Use Bylaw.

If, however, the tent location is changed to that portion of the lands situate north of Graham Drive which is zoned Direct Control, then Council may pass a resolution at its regular Council Meeting approving such use as a temporary use for the specified period of time requested.

Yours truly,



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



**NOTES:**

1. ALL DIMENSIONS ARE IN METERS.

2. THE TENT SHALL BE CONSTRUCTED OF GALVANIZED STEEL.

3. THE TENT SHALL BE COVERED WITH A WATER-PROOF FABRIC.

4. THE TENT SHALL BE ANCHORED TO THE GROUND BY MEANS OF ANCHORS.

5. THE TENT SHALL BE ERECTED ON A FLAT, FIRM SURFACE.

6. THE TENT SHALL BE MAINTAINED IN GOOD REPAIR AT ALL TIMES.

7. THE TENT SHALL BE REMOVED AT THE END OF THE EVENT.

8. THE TENT SHALL BE INSURED AGAINST FIRE AND THEFT.

9. THE TENT SHALL BE SUBJECT TO INSPECTION BY THE LOCAL AUTHORITIES.

10. THE TENT SHALL BE SUBJECT TO THE LOCAL WEATHER CONDITIONS.

11. THE TENT SHALL BE SUBJECT TO THE LOCAL TRAFFIC CONDITIONS.

12. THE TENT SHALL BE SUBJECT TO THE LOCAL NOISE CONDITIONS.

13. THE TENT SHALL BE SUBJECT TO THE LOCAL AIR POLLUTION CONDITIONS.

14. THE TENT SHALL BE SUBJECT TO THE LOCAL VIBRATION CONDITIONS.

15. THE TENT SHALL BE SUBJECT TO THE LOCAL CLIMATE CONDITIONS.

16. THE TENT SHALL BE SUBJECT TO THE LOCAL SEISMIC CONDITIONS.

17. THE TENT SHALL BE SUBJECT TO THE LOCAL TERRORISM CONDITIONS.

18. THE TENT SHALL BE SUBJECT TO THE LOCAL CHEMICAL CONDITIONS.

19. THE TENT SHALL BE SUBJECT TO THE LOCAL BIOLOGICAL CONDITIONS.

20. THE TENT SHALL BE SUBJECT TO THE LOCAL NUCLEAR CONDITIONS.

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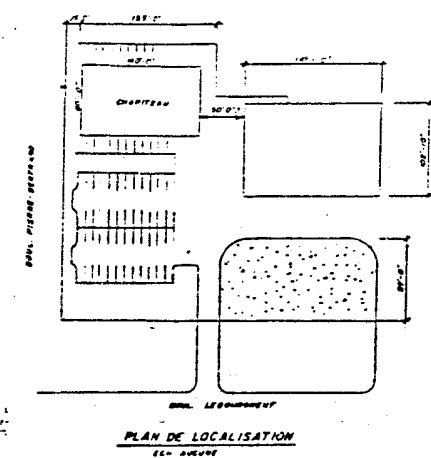
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**SURCHARGES (LIVE LOADS)**

-CHARGES DE NEIGE = 0 (SNOW LOADS)

-CHARGES DE VENT = 100 kg/m² (WIND LOADS)

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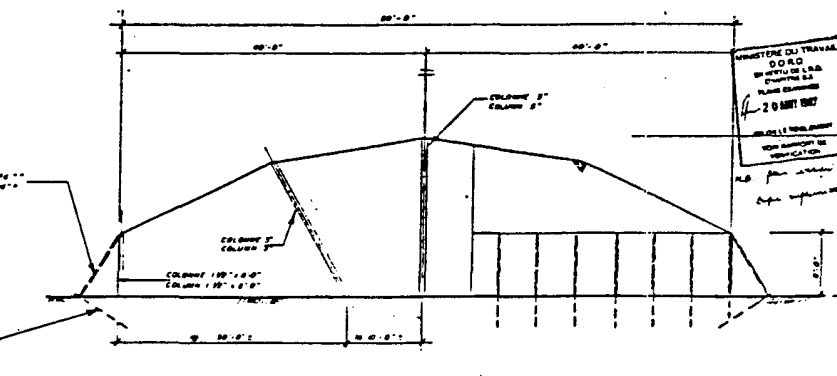
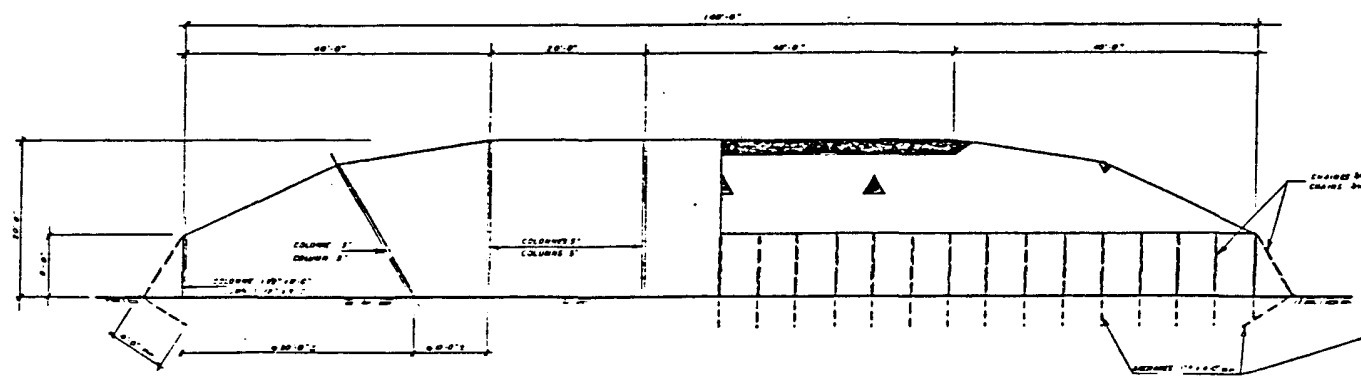
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**ÉMIS LE**

20 06 87

BERGERON, CÔTE & ASSOCIÉS

**Ministère du Travail**

**ORDRE DES ARCHITECTES**

**20 06 1987**

**Carrefour Chrétien de la Capitale.**

**Plan de la tente.**

**Tent installation plan.**

**Vue en plan & Coupes**

**Plan view & Sections.**

Projet / Project	Client / Client	Architecte / Architect
20 06 87	20 06 87	20 06 87
87-114	01/01	

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

June 9, 1993

Christian Faith Assembly  
5850 Kerrywood Drive  
Red Deer, Alberta  
T4N 4X6

ATTENTION: Pastor Pat Guerra

Dear Pastor Guerra,

RE: EVANGELISTIC TENT CRUSADE JUNE 23 - 27, 1993 INCLUSIVE

Your letter of June 2, 1993, on behalf of World Harvest Outreach, pertaining to the above topic, received consideration at the Council Meeting of June 7, 1993.

Following is the resolution which was passed by Council approving your application:

"RESOLVED that Council of The City of Red Deer having considered application from the Christian Faith Assembly on behalf of World Harvest Outreach to hold an Evangelistic Tent Crusade from June 23 to 27, 1993, inclusive, on the lands referred to as Heritage Business Centre property, located north of 67 Street between 59 Avenue and 64 Avenue, hereby agrees to approve such use as a temporary use for the specified period of time requested subject to the location of the tent for the crusade being changed to that portion of the lands situate north of Graham Drive which is zoned direct control and as recommended to Council June 7, 1993."

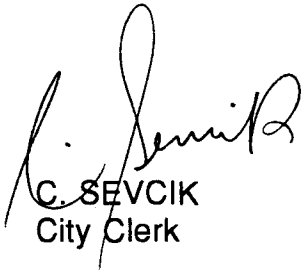
The decision of Council in this instance is submitted for your information and I trust you will also note the one condition placed by Council, that being the location of the tent.

*a delight  
to discover!*

Christian Faith Assembly  
5850 Kerrywood Drive  
Red Deer, Alberta  
T4N 4X6

Trusting you will find this satisfactory and with very best wishes.

Sincerely,



C. SEVCIK  
City Clerk

CS/cjd

cc: Bylaws and Inspections Manager  
Director of Engineering Services  
Director of Community Services  
Land and Economic Development Manager  
Fire Chief  
Inspector Beaton  
Principal Planner