

# ***CITY COUNCIL***

## ***AGENDA***

Monday, July 09, 2018 – Council Chambers, City Hall

Call to Order:	2:30 PM
Recess:	5:00 PM to 6:00 PM
Public Hearing(s):	6:00 PM

### **I. MINUTES**

- I.1. Confirmation of the Minutes of the June 25, 2018 Regular Council Meeting  
(Agenda Pages 1 – 15)

### **2. POINTS OF INTEREST**

### **3. REPORTS**

- 3.1. Gateway Christian School Playground Project  
(Agenda Pages 16 – 18)
- 3.2. Havoc Fighting Championship Event  
(Agenda Pages 19 – 21)
- 3.3. Naming Request for the North East Sector Joint High School Site  
(Agenda Pages 22 – 24)
- 3.4. Automated Traffic Enforcement - Council Policy Update  
(Agenda Pages 25 – 35)

### **4. BYLAWS**

- 4.1. 3499/A-2018 - Amendment to the East Hill MASP to include the Clover Valley MNP

3217/A-2018 – Bylaw to adopt the Coventry NASP

(Agenda Pages 36 – 130)

4.1.a. Consideration of First Reading of Bylaw 3499/A-2018

4.1.b. Consideration of First Reading of Bylaw 3217/A-2018

4.2. Land Use Bylaw Amendment - Bylaw 3357/HH-2018 - 6108 60 St  
Redesignation from AI Future Urban Development District to PI Parks and  
Recreation District

(Agenda Pages 131 – 136)

4.2.a. Consideration of First Reading of the Bylaw

4.3. Code of Conduct Bylaw 3608/2018

(Agenda Pages 137 – 162)

4.3.a. Consideration of First Reading of the Bylaw

4.4. Bylaw Amendments Re: Safety Codes and Development Permit Fee Increases  
Bylaw 3555/A-2018 and Bylaw 3551/A-2018

(Agenda Pages 163 – 185)

4.4.a. Consideration of Second Reading of Bylaw 3555/A-2018

4.4.b. Consideration of Third Reading of Bylaw 3555/A-2018

4.4.c. Consideration of Second Reading of Bylaw 3551/A-2018

4.4.d. Consideration of Third Reading of Bylaw 3551/A-2018

**5. PUBLIC HEARINGS**

5.1. Land Use Bylaw Amendment - Bylaw 3357/R-2018  
RIWS - Residential (Wide Shallow) District

(Agenda Pages 186 – 201)

5.1.a. Consideration of Second Reading of the Bylaw

5.1.b. Consideration of Third Reading of the Bylaw



- 5.2. Land Use Bylaw Amendment - Bylaw 3357/O-2018  
Front Yard Setback RIWS - Residential (Wide Shallow) District  
(Agenda Pages 202 – 208)
  - 5.2.a. Consideration of Second Reading of the Bylaw
  - 5.2.b. Consideration of Third Reading of the Bylaw
  
- 5.3. Red Deer College Uses, Land Use Bylaw Amendment  
Bylaw 3357/S-2018  
(Agenda Pages 209 – 228)
  - 5.3.a. Consideration of Second Reading of the Bylaw
  - 5.3.b. Consideration of Third Reading of the Bylaw
  
- 5.4. Land Use Bylaw Amendment - Microbrewery Site Exception  
Bylaw 3357/V-2018  
(Agenda Pages 229 – 246)
  - 5.4.a. Consideration of Second Reading of the Bylaw
  - 5.4.b. Consideration of Third Reading of the Bylaw

**6. ADJOURNMENT**



## **UNAPPROVED - M I N U T E S**

**of the Red Deer City Council Regular Meeting  
held on, Monday, June 25, 2018  
commenced at 1:09 P.M.**

**Present:** Mayor Tara Veer  
Councillor Buck Buchanan  
Councillor Michael Dawe  
Councillor Tanya Handley  
Councillor Vesna Higham  
Councillor Ken Johnston  
Councillor Lawrence Lee  
Councillor Frank Wong  
Councillor Dianne Wyntjes

City Manager, Craig Curtis  
Director of Communications & Strategic Planning, Julia Harvie-Shemko  
Director of Community Services, Sarah Cockerill  
Acting Director of Corporate Services, Dean Krejci  
Acting Director of Development Services, Wayne Gustafson  
Director of Human Resources, Kristy Svoboda  
Director of Planning Services, Tara Lodewyk  
Director of Protective Services, Paul Goranson  
City Clerk, Frieda McDougall  
Deputy City Clerk, Samantha Rodwell  
Corporate Meeting Support, Kaitlin Bishop  
Inspections & Licensing Manager, Erin Stuart  
Senior Planner, Orlando Toews  
Senior Planner, Christi Fidek  
Senior Planner, Dayna Facca  
Senior Planner, Kimberly Fils-Aime

**I. IN CAMERA MEETING****I.1. Motion to In Camera - Human Resource Matters FOIP 24(1)(b)(i),  
Land Matters FOIP 23(1)(a), and FOIP 24(1)(a)**

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to enter into an In Camera meeting of Council on Monday, June 25, 2018 at 1:09 p.m. and hereby agrees to exclude the following:

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

to discuss Human Resource and Land Matters as protected under the Freedom of Information & Protection of Privacy Act, Section 24(1)(b)(i), Section 23(1)(a) and Section 24(1)(a).

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

**I.2. Motion to Revert to Open Meeting**

Moved by Councillor Buck Buchanan, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Monday, June 25, 2018 at 4:27 p.m.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong



**ABSENT:** Councillor Dianne Wyntjes

MOTION CARRIED

Council recessed at 4:30 p.m. and reconvened at 4:37 p.m.

## 2. MINUTES

### 2.1. Confirmation of the Minutes of the June 11, 2018 Regular Council Meeting

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby approves the Minutes of the June 11, 2018 Regular Council Meeting as transcribed.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## 4. REPORTS

### 4.1. FCM Special Advocacy Fund

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the report from Legislative Services dated May 28, 2018 re: FCM Special Advocacy Fund hereby approves the voluntary payment to the Special Advocacy Fund of \$7,350 to be funded from the Operating Reserve-Tax Supported.

**IN FAVOUR:** Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes



**OPPOSED:** Mayor Tara Veer, Councillor Tanya Handley, Councillor Vesna Higham

MOTION CARRIED

**4.2. Intermunicipal Development Plan  
Burnt Lake Area Structure Plan (Red Deer County)  
Change of Land Use - County Bylaw 2018/17  
Lot 17, Block 1, Plan 062 5523, within SW 1/4 Sec 25; 38-28-W4M**

Moved by Councillor Vesna Higham, seconded by Councillor Buck Buchanan

Resolved that the Council of The City of Red Deer having considered the report from the Planning department dated June 11, 2018 RE: Burnt Lake Area Structure Plan (Red Deer County) Change of Land Use – County Bylaw 2018/17 hereby objects to the proposed change in land use of Lot 17, Block 1, Plan 062 5523, within SW 1/4 Sec 25; 38-28-W4M from Light Industrial / Commercial to Country Residential as the proposed country residential use is not compatible with existing and future industrial uses in the area.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Council recessed at 5:30 p.m. and reconvened at 6:20 p.m.

**4.3. Policing Review Resolution**

Moved by Councillor Buck Buchanan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to lift from the table consideration of Policing Review Resolution.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael



Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

#### MOTION TO LIFT FROM THE TABLE CARRIED

Moved by Councillor Tanya Handley, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer having considered the report from Protective Services dated April 4, 2018 re: Policing Review Resolution hereby directs a Policing Governance/Delivery model review (option 2a) to be funded from Operating Reserve-Tax Supported to a maximum of \$150,000 with Terms of Reference to be developed and approved by Council and options be presented without a formal recommendation.

Prior to consideration of the motion, the following motion to amend was introduced:

Moved by Councillor Dianne Wyntjes, seconded by Councillor Buck Buchanan

To amend the resolution to include elements from Option I “to undertake a high level review of service areas and levels to determine those that are working well, that could be enhanced, or that should be discontinued or altered (RCMP and municipal services). Up to an additional \$50,000 from Operating Reserve”

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Vesna Higham

#### MOTION TO AMEND CARRIED

The original motion, as amended, was then on the floor.

Moved by Councillor Tanya Handley, seconded by Councillor Ken Johnston



Resolved that Council of The City of Red Deer having considered the report from Protective Services dated April 4, 2018 re: Policing Review Resolution hereby directs;

1. a Policing Governance/Delivery model review (option 2a) to be funded from Operating Reserve-Tax Supported to a maximum of \$150,000 with Terms of Reference to be developed and approved by Council and options be presented without a formal recommendation; and
2. a high level review of service areas and levels be undertaken to determine those that are working well, that could be enhanced, or that should be discontinued or altered (RCMP and municipal services), to be funded from Operating Reserve-Tax Supported to a maximum of \$50,000.

**IN FAVOUR:**

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**4.4. Allocation of RCMP Additional Resources**

Moved by Councillor Lawrence Lee, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer having considered the report from the Protective Services Division dated June 12, 2018 re: Allocation of RCMP Additional Resources, hereby accepts this as an appropriate mechanism to direct the ongoing allocation of the 10 additional RCMP members approved in the 2018/19 Operating Budget in accordance with the priorities outlined in the Annual Policing Plan (APP) approved by Council.

**IN FAVOUR:**

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



## 5. BYLAWS

### 5.1. Section 13 NW/SW Neighbourhood Area Structure Plan Amendment Bylaw 3217/E-2018

Moved by Councillor Buck Buchanan, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to table consideration of Bylaw 3217/E-2018 for up to four weeks.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO TABLE CARRIED

### 5.2. Land Use Bylaw Amendment Bylaw 3357/N-2018 Omnibus Amendment

Moved by Councillor Vesna Higham, seconded by Councillor Lawrence Lee

**FIRST READING:** That Bylaw 3357/N-2018 (an amendment to the Land Use Bylaw to provide City staff and the public with clearer interpretation and implementation of the Land Use Bylaw) be read a first time.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

### 5.3. Proposed Land Use Bylaw amendment to allow a four-unit Multi-attached Building as a Discretionary Use on 6719 59 Avenue and 6721





**59 Avenue**  
**Bylaw 3357/W-2018**

Moved by Councillor Lawrence Lee, seconded by Councillor Vesna Higham

**FIRST READING:** That Bylaw 3357/W-2018 (an amendment to the Land Use Bylaw for a site exception to allow for consideration of a four-unit multi-attached building at 6719-59 Avenue and 6721-59 Avenue in the Normandeau neighbourhood) be read a first time

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Buck Buchanan, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Frank Wong

**MOTION CARRIED**

**5.4. Bylaw Amendments Re: Safety Codes and Development Permit Fee Increases**  
**Bylaw 3555/A-2018 and Bylaw 3551/A-2018**

Moved by Councillor Dianne Wyntjes, seconded by Councillor Michael Dawe

**FIRST READING:** That Bylaw 3555/A-2018 (an amendment to the Development Permit Fee Bylaw to include increases to Development Permit Fees) be read a first time.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

Moved by Councillor Michael Dawe, seconded by Councillor Dianne Wyntjes



**FIRST READING:** That Bylaw 3551/A-2018 (an amendment to the Safety Codes Permit Fee Bylaw to include increases to Safety Codes) be read a first time.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

## **6. MOTION TO ADD TO THE AGENDA**

Moved by Councillor Dianne Wyntjes, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to add to the agenda consideration of In Camera items 1.3 and 1.4 to the June 25, 2018 City Council Agenda.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION TO ADD TO THE AGENDA CARRIED**

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer having considered In Camera Item 1.3 hereby endorses the recommendation as submitted to the In Camera meeting on June 25, 2018 and agrees that the contents of the report will remain confidential as protected by the Freedom of Information and Protection of Privacy Act Section 24(1)(a).

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong



**OPPOSED:** Councillor Buck Buchanan, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Vesna Higham, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer having considered In Camera Item 1.4 hereby endorses the recommendation as revised to the In Camera meeting on June 25, 2018 and agrees that the contents of the report will remain confidential as protected by the Freedom of Information and Protection of Privacy Act Section 23(1)(a).

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong

**OPPOSED:** Councillor Buck Buchanan, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Vesna Higham, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to add to the agenda consideration of City Manager Recruitment to the June 25, 2018 City Council Agenda.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO ADD TO THE AGENDA CARRIED

Moved by Councillor Frank Wong, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer having considered the report from the Office of the Mayor dated June 12, 2018 re: City Manager Recruitment hereby approves the City Manager Recruitment Committee Terms of Reference as follows:



### **City Manager Recruitment Committee Terms of Reference**

Whereas, pursuant to Committees Bylaw 3576/2016 Council may establish ad hoc committees of Council and prescribe their functions, membership, procedure and rules for conduct;

Council of The City of Red Deer hereby establishes the City Manager Recruitment Committee.

#### **Purpose:**

1. The Committee's mandate is to provide oversight to the recruitment process and approve the processes that will be followed to recruit a new City Manager.

#### **Committee Outcomes:**

2. The City Manager Recruitment Committee will fulfill its mandate by:
  - a. Approving the competitive procurement process that will be employed by the City to procure an external recruitment firm;
  - b. Reviewing the submissions from external recruitment firms;
  - c. Conducting interviews and evaluating the submissions from external recruitment firms;
  - d. Working with the external recruitment firm to develop a City Manager position profile and compensation package for Council's consideration;
  - e. Establishing the geographic scope of the recruitment effort – local, national or international with input from Council;
  - f. Establishing the long and short lists of candidates;
  - g. Working with the external recruitment firm to develop interview questions, and evaluation criteria for review and input by Council;
  - h. Reviewing submissions from candidates for the City Manager's position, developing questions for screening interviews and conducting them as the Committee deems appropriate;
  - i. Completing screening interviews;
  - j. Recommending a short list of candidates to Council;
  - k. With the assistance of the external recruitment firm, negotiating the terms and conditions in the employment contract in accordance with Council's direction;



- I. Managing the recruitment process including giving direction to the external recruiter and to administration.

**Council's Role:**

3. Council approval is required for the following matters in relation to the recruitment and hiring of the City Manager:
  - a. Budget and source of funds for recruitment
  - b. Appointment of the external recruitment firm that will conduct the recruitment effort;
  - c. Provide input to the Recruitment Committee;
  - d. Terms of the offer of employment; and
  - e. Terms and conditions of the employment contract.
4. Council will serve as the selection committee, interview the short list of candidates, and appoint the successful candidate to the position of City Manager.

**Membership & Procedures:**

5. The Committee will be comprised of the Mayor and three Councillors appointed as appointed by the Mayor and ratified by Council and will follow the terms of the Committees Bylaw.
6. Members will remain on the Committee until a new City Manager is appointed.
7. Quorum is established by the attendance of a majority of the members of the Committee at a meeting.
8. The Mayor will act as chair of the Committee, but in her absence, the chair will be one of the other members of the Committee.
9. The Agendas and Minutes of the Recruitment Committee are protected from disclosure under the Freedom of Information and Protection of Privacy Act.

**Human Resources (HR) Director's Role:**

10. The HR Director is only advisory to the Recruitment and Selection Committee, and may perform the following duties and functions for the

**Committee if requested:**

- a. Assist in preparing the competitive procurement process including development of an evaluation matrix, based on the Committee's criteria, for preparing the recommendation of a consultant for Council's consideration;
- b. Provide professional advice on recruitment processes and options as required;
- c. Facilitate the preparation of Council reports for the Committee;
- d. Take direction from the Committee on matters relating to the City Manager recruitment process, but in as much as is possible, refrain from any active participation in the recruitment

**Legislative Services (LS) Manager's Role:**

11. The LS Manager will perform the following duties and functions for the Committee:

- a. Publish the Committee's meeting schedules and notices;
- b. Provide technical, administrative, meeting management and other supports required for meetings;
- c. Manage the Committee's records and minutes;
- d. Provide information and records as requested by the Committee;
- e. Facilitate the preparation of Council reports for the Committee;
- f. Take direction from the Committee on matters relating to the City Manager recruitment process, but in as much as is possible, refrain from any active participation in the recruitment

**General:**

12. The Committee terminates 60 days following the date on which a new City Manager is appointed by Council.

**IN FAVOUR:**

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:**

Councillor Buck Buchanan

MOTION CARRIED



Moved by Councillor Vesna Higham, seconded by Councillor Tanya Handley

Resolved that Council of The City of Red Deer having considered the report from the Office of the Mayor dated June 12, 2018 re: City Manager Recruitment hereby appoints the following members to the City Manager Recruitment Committee:

1. Mayor Tara Veer (as per Section 153 of the Municipal Government Act)
2. Councillor Ken Johnston
3. Councillor Lawrence Lee
4. Councillor Dianne Wyntjes

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Buck Buchanan

MOTION CARRIED

Moved by Councillor Ken Johnston, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to add to the agenda consideration of an Interim City Manager to the June 25, 2018 City Council Agenda.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO ADD TO THE AGENDA CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer having considered the appointment of an Interim City Manager for the period of July 28 to August 31, 2018 hereby makes the following appointments:



From July 28 – August 3, 2018: Lisa Perkins

From August 4 – 10, 2018: Kelly Kloss

From August 11 – 20, 2018: Tara Lodewyk

From August 21 – 24, 2018: Sarah Cockerill

From August 25 – 31, 2018: Paul Goranson

And further authorizes the Mayor to make such other appointments as required in the event of unexpected absences.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## 7. ADJOURNMENT

Moved by Councillor Buck Buchanan, seconded by Councillor Ken Johnston

Resolved that Council of the City of Red Deer hereby agrees to adjourn the Monday, June 25, 2018 Regular Council Meeting of Red Deer City Council at 9:19 p.m.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

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MAYOR

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CITY CLERK





June 2, 2018

## Gateway Christian School Playground Project

RECREATION, PARKS & CULTURE

### **Report Summary & Recommendation:**

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The Recreation Parks and Culture department has received a request from the Red Deer Public School District and Gateway Christian School Parent Council for the installation of a playground. The funding for the capital construction of this playground is in place and the Parent Council is anxious to have the build completed in the summer of 2018.

Administration recommends that Council support the addition of the playground which will be maintained by The City's Recreation, Parks & Culture Department on an ongoing basis.

### **City Manager Comments:**

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I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

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Resolved that Council of The City of Red Deer, having considered the report from Recreation, Parks & Culture, dated June 2, 2018 re: Gateway Christian School Playground Project hereby supports the addition of the playground which will be maintained by The City's Recreation, Parks & Culture Department on an ongoing basis.



## Report Details

### Background:

Gateway Christian School is located at 4210 59<sup>th</sup> St. in the Waskasoo neighbourhood. This site is the former home of River Glen School (previously owned by the Chinooks Edge School District). When the site was sold/transferred between these school districts, it was subdivided. This subdivision has resulted in four land owners at the site: City of Red Deer, Red Deer Public School District, Chinooks Edge School District and Parkland Community Living Supports Society (PCLASS) school.

In 2017, the Red Deer Public School District received notification from Chinooks Edge that due to the redevelopment of their parcel the playground on their lands would be removed. The Parent Council of the school has been able to access a provincial grant to replace the playground with a much larger



playground structure more conducive to their school needs. In accordance with the Joint Use and Mutual Development of School agreements that are in place between the City and school districts, this new playground was brought forward to the Joint Use Planning Committee and was endorsed in principle by all parties.

### Discussion:

When shared school and park sites are built, the school districts are responsible for the construction and maintenance of their buildings, close surrounding landscapes and any amenities or features that are intended for exclusive or primarily exclusive school use. The City and School districts have an agreement in place outlining The City's ongoing responsibility for maintaining playgrounds, courts, park furniture, rinks and other approved infrastructure on school sites that are accessible to the public.

Typically requests for new community amenities would flow through the annual Capital and Operating budget process, however, in this situation, because the previous playground has been removed, and full funding for a new structure is in place, the Parent Council requested an accelerated approval timeline so the structure can be installed and operational for the fall



2018 school year. The addition of new or replaced park/ school amenities are presented to Red Deer City Council for approval when:

1. The asset is situated on City lands or the asset ownership will fall under The City of Red Deer,
2. The capital funding or tendering for the project will flow through The City (requiring a capital budget approval), or,
3. There are operating costs for the maintenance of a larger playground.

In this situation, the playground will be located on lands owned by The Red Deer Public School District and all funding and tendering will be managed directly by the Parent Council. The financial impact to The City is related to the annual costs of operations for a larger playground.

### **Analysis:**

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Administration recommends that Council support the addition of the playground which will be maintained by The City's Recreation, Parks & Culture Department on an ongoing basis.

FILE COPY



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Shelley Gagnon, Recreation, Parks & Culture Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Gateway Christian School Playground Project

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**Reference Report:**

Recreation, Parks & Culture, dated June 2, 2018

**Resolution:**

At the Monday, July 9, 2018 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer, having considered the report from Recreation, Parks & Culture, dated June 2, 2018 re: Gateway Christian School Playground Project hereby supports the addition of the playground which will be maintained by The City's Recreation, Parks & Culture Department on an ongoing basis.

**Report back to Council:**

No.

**Comments/Further Action:**

None.

*Frieda McDougall*  
for Frieda McDougall  
Manager

c. Director of Community Services



June 29, 2018

## Request Regarding Havoc Fighting Championship Event – November 16, 2018

Legislative Services

### **Report Summary & Recommendation:**

---

In the absence of a Red Deer Combative Sports Commission, any promoters wishing to host events within the city must obtain Council approval and have an approved Commission attend to oversee their event. Council's approval is being requested for a combative sport event scheduled for November 16, 2018 with oversight by the Central Combative Sports Commission.

### **City Manager Comments:**

---

I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer, having considered the report from Legislative Services, dated June 29, 2018 re: Request Regarding Havoc Fighting Championship Event – November 16, 2018 hereby provides no objection to the Central Combative Sports Commission oversight of the Havoc Fighting Championship event in the city of Red Deer on November 16, 2018.

Request for Approval of Havoc Fighting Championship Event  
Page 2

### **Background:**

---

The City of Red Deer does not have a bylaw establishing a Boxing & Wrestling/Combative Sports Commission. The result of this is that Council must pass a resolution each time an event is requested to be held within the city of Red Deer.

### **Discussion:**

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Council is currently being asked to consider approval of an event which the Central Combative Sports Commission will act as the sanctioning body. The proposed date is as follows:

November 16, 2018: Havoc Fighting Championship Event, Sheraton Hotel

### **Analysis:**

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The Central Combative Sports Commission is permitted, by bylaw, to oversee events outside of its local jurisdiction.





# Central Alberta Combative Sports Commission

June 19, 2018

**Re: Havoc Fighting Championship Event – November 16, 2018**

Havoc Fighting Championships and the Central Alberta Combative Sports Commission would like permission and approval from The City of Red Deer to host an upcoming event November 16, 2018. This event will be held at the Sheraton Hotel and consists of mixed martial artists meeting and competing. With hosting an event of this nature, it will bring martial artists from around Alberta to showcase their expertise and generate revenue for the businesses of Red Deer and central Alberta all the while being monitored by the Central Alberta Combative Sports Commission.

We look forward to speaking with Council and working together to bring great events to the City of Red Deer.

Sincerely,

Rick Van Hemmen  
Vice Chair

FILE COPY



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Samantha Rodwell, Deputy City Clerk  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Request Regarding Havoc Fighting Championship Event

---

**Reference Report:**

Legislative Services, dated June 29, 2018

**Resolution:**

At the Monday, July 9, 2018 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer, having considered the report from Legislative Services, dated June 29, 2018 re: Request Regarding Havoc Fighting Championship Event – November 16, 2018 hereby provides no objection to the Central Combative Sports Commission oversight of the Havoc Fighting Championship event in the city of Red Deer on November 16, 2018.

**Report back to Council:**

No.

**Comments/Further Action:**

None.

*J Rodwell*

For Frieda McDougall  
Manager





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Legislative Services

July 11, 2018

Mr. Rick Van Hemmen

Email: [centralcsc@outlook.com](mailto:centralcsc@outlook.com) and [Rick.VanHemmen@novachem.com](mailto:Rick.VanHemmen@novachem.com)

Dear Mr. Rick Van Hemmen

**Re: Request Regarding Havoc Fighting Championship Event**

At the Monday, July 9, 2018 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer, having considered the report from Legislative Services, dated June 29, 2018 re: Request Regarding Havoc Fighting Championship Event – November 16, 2018 hereby provides no objection to the Central Combative Sports Commission oversight of the Havoc Fighting Championship event in the city of Red Deer on November 16, 2018.

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

Sincerely,

A handwritten signature in blue ink that reads 'Frieda McDougall'.

For Frieda McDougall  
Legislative Services Manager

c. Deputy City Clerk



June 20, 2018

## Naming Request for the North East Sector Joint High School Site

RECREATION, PARKS & CULTURE

### **Report Summary & Recommendation:**

---

The Red Deer Public School District No. 104, Red Deer Catholic Regional Division No. 2, Greater North Central Francophone Education Region No. 2 and The City of Red Deer made a commitment to work together to plan and develop a multi-school site with related sport and recreational amenities. The parties wish to have a common name for the site. It is recommended that Council endorse “Agora Campus” for the naming of the North East Sector Joint High School site.

### **City Manager Comments:**

---

I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer, having considered the report from Recreation, Parks & Culture, dated June 20, 2018 re: Naming Request for the North East Sector Joint High School Site hereby endorses “Agora Campus” for the naming of the North East Sector Joint High School site.



## Report Details

### **Background:**

Beginning in 2013, The City of Red Deer, the Red Deer Public School District No. 104, Red Deer Catholic Regional Division No. 2, and the Greater North Central Francophone Education Region No. 2 worked collaboratively to establish land use and development plans for Red Deer's next high school site located northeast of 67<sup>th</sup> Street and 30 Avenue intersection. The NE Joint High School Site Concept Plan was adopted by all four parties in 2014 and was anticipated that full build out of all three high schools and community sport fields would take place over the next 25 years.

The first approved construction on the site was St. Joseph's Catholic High School beginning in 2015 along with the development of the three west community sport fields.

The three school divisions made application to the Municipal Features Naming Committee in 2015 recommending the site be named "Agora Campus". Due to the nature of the development and the number of different activities and facilities that the site would host, the site partners felt that there was value in a 'common name' for the site; a name that could be used in reference to the entire site and not just the individual components of the site.

Agora is a Greek word meaning "gathering place" or "assembly" and Campus describes the collection of buildings and amenities. "Agora Campus" is a direct translation in French as well.

The Municipal Features Naming Committee passed a resolution on March 22, 2016 endorsing the naming of the North East Sector Joint High School Site as the "Agora Campus" (see attached resolution).

### **Analysis:**

Now that there is an active high school and community fields on the site, the partners wish to explore site signage. On June 21, 2018 the Joint Use Committee, representing all three School Divisions and The City endorsed a sign standard for the development of future signage for the site. They wish to move forward in the endorsement of a common name for the site, "Agora Campus".

It is recommended that Council endorse the name "Agora Campus" for the naming of the North East Sector Joint High School site.

**MUNICIPAL FEATURES NAMING COMMITTEE**

**Date:** March 22, 2016  
**To:** Red Deer City Council  
**From:** Municipal Features Naming Committee  
**Subject:** Naming Request for the North East Sector Joint High School Site

---

At the March 22, 2016 meeting of the Municipal Features Naming Committee, the Committee discussed the naming of the North East Sector Joint High School site. The following motion was introduced and passed:

**"Resolved** that the Municipal Features Naming Committee, having considered the application and additional information received regarding the naming of the North East Sector Joint High School site, hereby endorses the naming of North East Sector Joint High School site as the "Agora Campus", and forwards this to Council for consideration."

The above is submitted for Council's consideration.

Respectfully submitted,

Jasmine Nelson  
Chair, Municipal Features Naming Committee

c: Shelley Gagnon, Recreation, Parks & Culture Manager  
Jillian Staniec, Lead Archivist

# FILE COPY



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Shelley Gagnon, Recreation, Parks & Culture Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Naming Request for the North East Sector Joint High School Site

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**Reference Report:**

Recreation, Parks & Culture, dated June 20, 2018

**Resolution:**

At the Monday, July 9, 2018 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer, having considered the report from Recreation, Parks & Culture, dated June 20, 2018 re: Naming Request for the North East Sector Joint High School Site hereby endorses "Agora Campus" for the naming of the North East Sector Joint High School site.

**Report back to Council:**

No.

**Comments/Further Action:**

None.

A handwritten signature in blue ink that reads 'Frieda McDougall'.

For Frieda McDougall  
Manager

c. Director of Community Services





June 26, 2018

## Automated Traffic Enforcement – Council Policy Update

Protective Services Division

### **Report Summary:**

---

Automated Traffic Enforcement (ATE) exists to support Council Policy PS-A-2.3 Safety as a mechanism to increase the level of safety for those using City roadways.

Red-light cameras and photo radar were first implemented in the city of Red Deer in 2000. The program has expanded to include additional photo radar vans and, in 2017, the implementation of Speed-on-Green Technology (Intersection Speed Cameras).

Council adopted the current policy Attachment 3 - Use of Traffic Cameras/Photo radar (3203-C) in 1999 as a method to formalize the enforcement tactics and strategy. Attachment 1 - 3203 – Automated Traffic Enforcement, reflects past policy decisions that Council has made and current practice.

The Province is currently undertaking a review of ATE practices in the province. Once that is complete, the City of Red Deer program and policies will require modifications. For this reason, the recommendation is to modify the current policy only to reflect past decisions and current practice and consider new policies that meet Council's policy governance practices and reflect changes as result of the Provincial review, in the future.

The Governance and Policy Committee (GPC) reviewed the proposed Policy on May 15, 2018, and on June 26, 2018. GPC passed the resolution Attachment 2, which endorsed the amended Policy and recommended Council approve. The recommended policy is included as Attachment 1.

### **Administrative Recommendation:**

---

Council approve the revised Council Policy 3203-C Automated Traffic Enforcement (ATE)

**City Manager Comments:**

---

I support the updated policy as recommended by Administration and GPC. The Province is undertaking a review of Automated Traffic Enforcement practices in the Province and modifications may be needed to this policy in the future.

Acting City Manager  
Tara Lodewyk

**Proposed Resolution:**

---

Resolved that Council of The City of Red Deer having considered the report from the Protective Services Division dated June 26, 2018 re: Automated Traffic Enforcement – Council Policy Update hereby approves the revised Council Policy 3203-C Automated Traffic Enforcement (ATE).

**Background:**

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Council approved the implementation of the use of Speed-on-Green (Intersection Speed Cameras) as part of the 2017 operating budget. This policy update is related to the Notice of Motion by Councillor Handley and subsequent resolution that, “the City of Red Deer undertake a review of policy 3201-C Use of Traffic Camera/Photo Radar”.

**Analysis:**

---

**History of ATE Red Deer:**

The use of Red light cameras and photo radar were first implemented in 2000. In 2011, Council approved a second photo radar van and a third photo radar van was approved in 2014. In 2017 Council approved the implementation of Speed-on-Green (Intersection Speed Cameras) technology as part of the operating budget. This aspect of the ATE program became operational on November 1, 2017.

Council approved the original (Attachment 3) Council Policy 3202 – C Use of Traffic Cameras/Phot Radar in 1999.

**Purpose of ATE:**

The purpose of ATE is to enhance and contribute to overall road safety. ATE technology, combined with other speed enforcement methods, education, and awareness can help reduce the number and severity of collisions on our roads.

Research indicates there is a relationship between speed management and increased road safety. Speed has been identified as a key risk factor in road traffic injuries influencing both the risk of a road crash as well as the severity of any resulting injury. According to the World Report on Road Traffic Injury Prevention (2004), the relationship between speed and injury severity is particularly critical for vulnerable road users such as pedestrians and cyclists. Pedestrians have been shown to have a 90% chance of survival when struck by a car travelling at 30 km/h or below, but less than a 50% chance of surviving an impact at 45 km/h. Pedestrians have almost no chance of surviving an impact at 80 km/hr. A 1 km/h increase in average speed, typically results in a 3% higher risk of a crash involving injury. What may appear to be inconsequential at face value is in fact very significant when applied to reaction time, severity of a crash impact, and severity of vulnerable person injuries.

In a research study by Tay (2010), "Speed cameras Improving Safety or raising revenue?" Richard Tay, chair of road safety at the University of Calgary's Schulich School of Engineering, found evidence by analyzing Photo radar data and collision data from Edmonton. This study found that both the number of Photo Radar operating hours and the number of drivers apprehended per month had statistically significant effects in reducing the number of injury collisions per month. The study also showed that the number of tickets issued has a significant independent effect in reducing the number of injury crashes above the deterrent effect provided by police presence alone. Tay advises that Photo Radar units need to be positioned to maximize safety, not revenues.

Dr. El-Basyouny, a researcher on traffic safety from the University of Alberta, replicated a previous study that showed the positive impact that the utilization of Photo Radar had on the frequency of collisions in the City of Edmonton. According to El-Basyouny (2014, p.1):

"In 2014, we also published an evaluation of the effect of automated mobile speed enforcement on urban arterial roads. We wanted to study the relationship between the use of automated enforcement on arterial roads and the change in the frequency of collisions. Our findings were consistent with previous research, indicating significant reductions in all collision severities and types, with 20.1 percent of severe collisions reduced in known Photo Radar locations. Perhaps the most interesting finding of this study was what's known as a spillover effect – when people know that Photo Radar is operating on one side of an arterial road they reduce speed, and therefore collisions, on the opposite side of the road as well, where automated enforcement is not in operation."

In Alberta, about 6 - 7% of collisions in each year are attributed to unsafe speed. This number jumps to 27% when looking at fatal collision statistics. (Source: Alberta Transportation, September 2013).

Calgary installed intersection safety camera (ISC) technology in 2001. They have found from 2000 (no ISC's) compared to 2013:



- Total collisions at ISC locations have decreased by 7%
- The fatal collisions at ISC locations have decreased 100%
- And injury collisions at ISC locations have decreased by 4%

In 2015, Engineering Services presented the findings of a study on the effectiveness of Red Deer's ISC in the reduction of collisions to the City's Road Safety Working Committee. From 1999 compared to 2011 all intersections combined saw:

- A 50% reduction in right angle collisions
- A 60% reduction in a left turn cross paths collisions
- A 7% reduction in rear end collisions.

### **ATE Legislation:**

The Solicitor General developed ATE Technology Guidelines (September 2014) for all police services to follow. These guidelines require quarterly reporting on any Photo Radar program and a comprehensive Photo Radar audit every three (3) years to ensure compliance to the guidelines. The City of Red Deer's ATE Program was last audited in February 2017. The audit found that overall the program was well run, however, did identify an opportunity for improvement in the ratio of ATE to conventional enforcement. While noting that the ratio was very high (88%), the province does not prescribe what the ratio should be, other than to say that it should not be 100% ATE.

Each automated enforcement location must have a corresponding 'Site Assessment' document issued by the police service of jurisdiction (Red Deer RCMP) showing why the location was selected and how it relates to traffic safety. This document must be refreshed every three (3) years for speed locations and every five (5) years for intersection locations.

Traffic Safety criteria must be used to determine where automated traffic technology will be used. These criteria include, but are not restricted to, high-risk, high frequency, high-collision and high-pedestrian volume locations, as follows:

- High-risk locations are those where the safety of citizens or police officers would be at risk through conventional enforcement methods.
- High-frequency locations are those where data indicates motorists are ignoring or breaking traffic laws on an ongoing basis.
- High-collision locations are those where data indicates a greater frequency of property damage, injury or fatal collisions.
- High-pedestrian volume locations are those where data indicates a high volume of pedestrian traffic.

It is also essential that ATE programs be used in conjunction with existing conventional enforcement and not used as a replacement for officer contact.

**Provincial Review of ATE:**

In the spring of 2017, the Province announced that it was conducting a review of ATE in Alberta. Alberta Transportation has issued a Request for Proposals (RFP) for an expert consultant to conduct an independent review of ATE practices in Alberta and the provincial guidelines that govern them. Specifically, the review focuses on the use of photo radar operations across the province and adherences to the ATE Technology Guidelines. The purpose of the review is to determine whether enhancing traffic safety is in fact the primary purpose underlying the use of photo radar in Alberta. The province expects that the review will be completed during the spring of 2018. The recommended City policy may require modifications depending on the results of the Provincial Review.

The consultant conducting the review contacted the City in April 2018. The City has provided documentation and responses to each of the relevant questions posed.

Attachment 1 – GPC Endorsed Council Policy 3203-C Automated Traffic Enforcement

Attachment 2 – GPC Resolution from June 26, 2018 meeting

Attachment 3 – Existing Council Policy 3203-C Use of Traffic Cameras/Photo Radar

**Automated Traffic Enforcement****Purpose:**

The purpose of this policy is to provide transparency for an enforcement strategy through Automated Traffic Enforcement (ATE) as a tool to increase the level of safety for those using City roadways by using:

- Photo Radar
- Red Light Cameras, and
- Intersection Speed Cameras.

**Policy Statement(s):**

1. Primary focus of speed enforcement with ATE will be in school zones and playground areas.
2. Secondary enforcement will apply to Red Deer's major traffic corridors where there is:
  - a. significant potential for conflict between pedestrians and vehicles, and
  - b. where there is a history of accidents.
3. The ATE will not be set in locations such as the bottom of a hill or immediately upon the entry of a motorist into speed change zones, unless justified based upon demonstrated safety considerations.
4. Enforcement in the residential areas will continue to be done using laser, stationary hand-held radar. The RCMP would consider requests by a respective community association or the public to use ATE enforcement in a residential area.
5. Signs will be maintained at all major entries to the City, indicating that ATE are in use within city limits.
6. The media will be advised at minimum on a monthly basis of the general location of ATE cameras, e.g. 32 Street, Deer Park, and Taylor Drive North. The RCMP reserves the option to modify these locations subject to complaints being received.
7. Based on the City's growth/expansion, the RCMP may identify further locations suitable for enforcement, that comply with this Policy.
8. Enforcement reporting will be submitted to Council through the Quarterly Report process.

**Automated Traffic Enforcement**

9. ATE is in place to augment conventional manual traffic enforcement, not replace it.
10. The ATE will be in alignment with provincial legislation, related technology guidelines, and established industry best practices.

**Authority/Responsibility to Implement:**

The City Manager will ensure the policy requirements are met and updated as required.

**References/Links:**

- MGA
- Automate Traffic Enforcement Technology Guidelines:
- [https://www.solgps.alberta.ca/programs\\_and\\_services/public\\_security/peace\\_officers/Publications/Automated%20Traffic%20Enforcement%20Technology%20Guidelines%20\(Sept%202014\).pdf](https://www.solgps.alberta.ca/programs_and_services/public_security/peace_officers/Publications/Automated%20Traffic%20Enforcement%20Technology%20Guidelines%20(Sept%202014).pdf)

**Document History:**

Approved: August 3, 1999
Administrative Revision (new template): March 9, 2010



**Governance & Policy Committee  
Decision – June 26, 2018**

**DATE:** June 26, 2018

**TO:** Paul Goranson, Director of Protective Services

**FROM:** Councillor Buck Buchanan, Chair, Governance & Policy Committee

**SUBJECT:** Automated Traffic Enforcement

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**Decision:**

At the June 26, 2018 meeting of the Governance & Policy Committee, the Committee discussed Automated Traffic Enforcement.

After discussion, the following motion was introduced and passed:

Moved by Councillor Lawrence Lee, seconded by Councillor Vesna Higham

Resolved that the Governance & Policy Committee, having considered the report dated June 20, 2018 presented by the Protective Services Division regarding Automated Traffic Enforcement – Council Policy, hereby endorses the revised Council Policy 3202-C Automated Traffic Enforcement, with the following amendments:

1. Purpose: by inserting the words “transparency for an enforcement strategy through” following the word “provide”;
2. item #3 by deleting “wherever possible” and deleting “justified based on safety considerations” and replacing it with the words “unless justified based on demonstrated safety considerations”;
3. item #6 by replacing the words “traffic cameras” with “ATE”. Clarify bi-monthly or monthly;
4. item #7 by deleting “it as previously described herein” to “it as described in the Policy”;

5. item #8 by inserting the words “to Council” after the word “submitted”, and

directs that this be forwarded to Council for consideration.

Respectfully submitted,

Councillor Buck Buchanan  
Chair, Governance & Policy Committee

c: Scott Tod, Municipal Policing Services Manager

**Purpose:**

The purpose of this policy is to provide an enforcement strategy for photo radar.

**Policy Statement(s):**

1. Primary focus of speed enforcement with photo radar will be in school zones and playground areas.
2. Secondary enforcement will apply to Red Deer's major traffic corridors where there is:
  - a. significant potential for conflict between pedestrians and vehicles, and
  - b. where there is a history of accidents.
3. Wherever possible, the photo radar will not be set in locations such as the bottom of a hill or immediately upon the entry of a motorist into speed change zones.
4. Enforcement in the residential areas will continue to remain traditionally enforced, using laser, stationary hand-held radar. Should a request be made to the RCMP by a respective community association to use the photo radar enforcement in a residential area, it will be done once all other means of enforcement have been exhausted.
5. Signs will be maintained at all major entries to the City, indicating that traffic cameras are in use within city limits.
6. The media will be advised on a weekly, bi-monthly or monthly basis of the general location of traffic cameras, e.g. 32 Street, Deer Park, Taylor Drive North. The RCMP reserves the option to modify these locations subject to complaints being received.
7. Based on the City's growth/expansion, the RCMP may identify further locations suitable for enforcement while maintaining it as previously described herein.
8. On a quarterly basis, the RCMP will report to the Policing Committee on the effect of traffic cameras.
9. A final report will be made yearly to Council members through the Business Plan.
10. Conventional levels of traffic enforcement will continue at the same level as provided as of July 1, 1999.



THE CITY OF  
**Red Deer**

**COUNCIL POLICY**  
**3203 - C**

## **Use of Traffic Cameras/Photo Radar**

### **Authority/Responsibility to Implement:**

The City Manager will ensure the policy requirements are met and updated as required.

### **References/Links:**

- MGA

### **Document History:**

Approved: August 3, 1999
Administrative Revision (new template): March 9, 2010



FILE COPY



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Paul Goranson, Director of Protective Services  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Automated Traffic Enforcement – Council Policy Update

---

**Reference Report:**

Protective Services Division, dated June 26, 2018

**Resolution:**

At the Monday, July 9, 2018 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer having considered the report from the Protective Services Division dated June 26, 2018 re: Automated Traffic Enforcement – Council Policy Update hereby approves the revised Council Policy 3203-C Automated Traffic Enforcement (ATE) with the following amendment:  
-by adding to number 5 following the word "City": and in advance of intersections utilizing fixed cameras, as required under provincial guidelines.

**Report back to Council:**

No.

**Comments/Further Action:**

This office will amend the bylaw and distribute copies in due course.

A handwritten signature in blue ink that reads 'Frieda McDougall'.

For Frieda McDougall  
Manager

c. Municipal Policing Services Manager  
Policy Analyst



May 29, 2018

## East Hill MASP Amendment to Incorporate the Proposed Clover Valley MNP - Bylaw 3499/A-2018

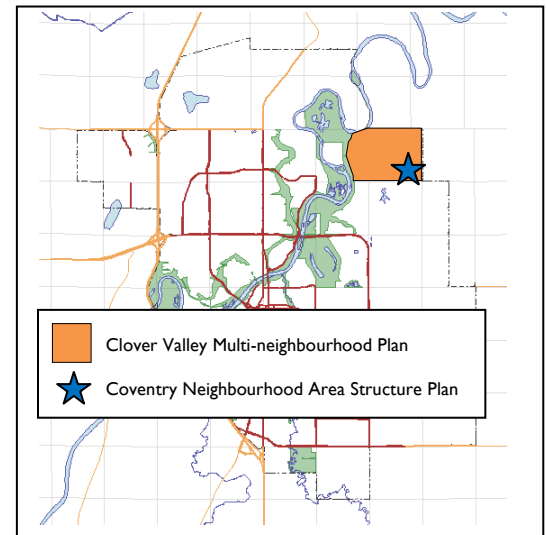
## Proposed Coventry NASP - Bylaw 3217/A-2018

Planning Department

### Report Summary & Recommendation:

The Planning Department has received an application for a new Neighbourhood Area Structure Plan (NASP) in the northeast of Red Deer. The applicant has worked closely with city administration to implement the *Neighbourhood Planning and Design Guidelines* and has put forward the *Coventry Neighbourhood Area Structure Plan*. The NASP is for a  $\pm 45$  hectares area in the SE quarter of 35-38-27 which is located on the north side of future Northlands Drive Expressway where the road turns southward into future 20 Avenue (currently Range Road 271).

The *East Hill MASP* states that a multi-neighbourhood plan shall be adopted concurrently with the first neighbourhood area structure plan for a section of land. City administration has worked with the land owners to develop the *Clover Valley Multi-Neighbourhood Plan*. The Planning department is proposing this plan be concurrently amended into the *East Hill Major Area Structure Plan (MASP)*.



The proposed plans are consistent with The City's statutory documentation and development standards. The Planning Department recommends Council support Bylaw 3499/A-2018 to amend the *East Hill Major Area Structure Plan* to incorporate the *Clover Valley Multi-Neighbourhood Plan* and Bylaw 3217/A-2018 to adopt the *Coventry Neighbourhood Area Structure Plan*.

### City Manager Comments:

I support the recommendation of Administration. If first reading of Bylaw 3499/A-2018 and Bylaw 3217/A-2018 is given, a Public Hearing would be advertised for two consecutive weeks and would be held on Monday, August 20, 2018 at 6:00 p.m. during Council's regular meeting.

Craig Curtis  
City Manager



## **Proposed Resolution:**

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That Bylaw 3499/A-2018 and Bylaw 3217/A-2018 be read a first time.

## **Rational for Recommendation:**

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The following provides the planning rational for supporting the amendment to the East Hill MASP and adoption of the Coventry NASP.

**1. They conform to provincial regulations and guidelines.**

The proposed conform to the Area Structure Plan requirements listed in the *Municipal Government Act*.

**2. They are consistent with The City's statutory documentation.**

The proposed *Clover Valley Multi-neighbourhood Plan (MNP)* and the propose *Coventry Neighbourhood Area Structure Plan (NASP)* are consistent with the *Municipal Development Plan (MDP)* and the *East Hill Major Area Structure Plan (MASP)*.

**3. They successfully incorporate the Neighbourhood Planning and Design Standards.**

The proposed plans incorporate the nine Council approved planning principals and the associated standards as defined in the *Neighbourhood Planning and Design Standards (NPDS)*. The principles are intended to inform multi-neighbourhood plans and subsequent neighbourhood area structure plans to create communities which are sustainable, walkable, vibrant, safe, social, and livable.

The *Neighbourhood Planning Principles* are:

1. Natural Areas
2. Mixed Land Uses
3. Multi-Modal Choice and Connectivity
4. Compact Urban Form and Density
5. Integrated Parks and Community Spaces
6. Housing Opportunity and Choice
7. Resilient and Low Impact Neighbourhoods
8. Safe Neighbourhoods
9. Unique Neighbourhoods Identity

**4. They conform to The City of Red Deer bylaws, standards, and planning tools.**

The proposed bylaws conform to *The River Valley and Tributaries Park Concept Plan*, planning tool, which outlines the preservation of the water course and associated riparian areas. The plans are also consistent with the existing *Land Use Bylaw* and the *Engineering Design Guidelines*.

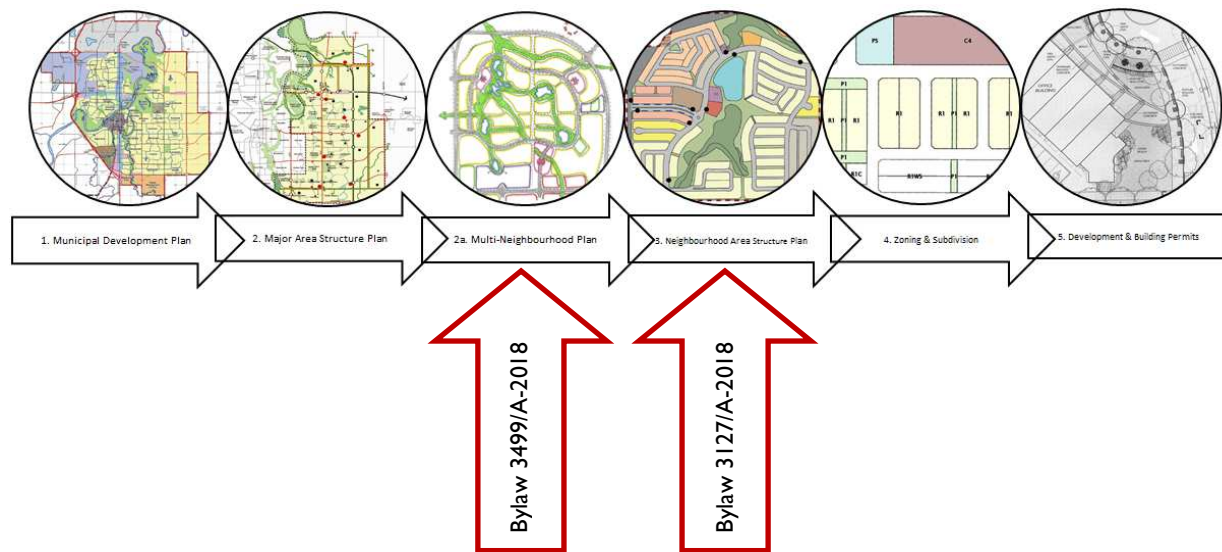




## Discussion:

### Background

The proposed bylaws are informed by various statutory documents and planning tools, including the *Municipal Development Plan (MDP)*, the *East Hill Major Area Structure Plan (MASP)*, the proposed *Clover Valley Multi-Neighbourhood Plan (MNP)*, the *Neighbourhood Planning and Design Standards*, and *The River Valley and Tributaries Parks Concept Plan*.

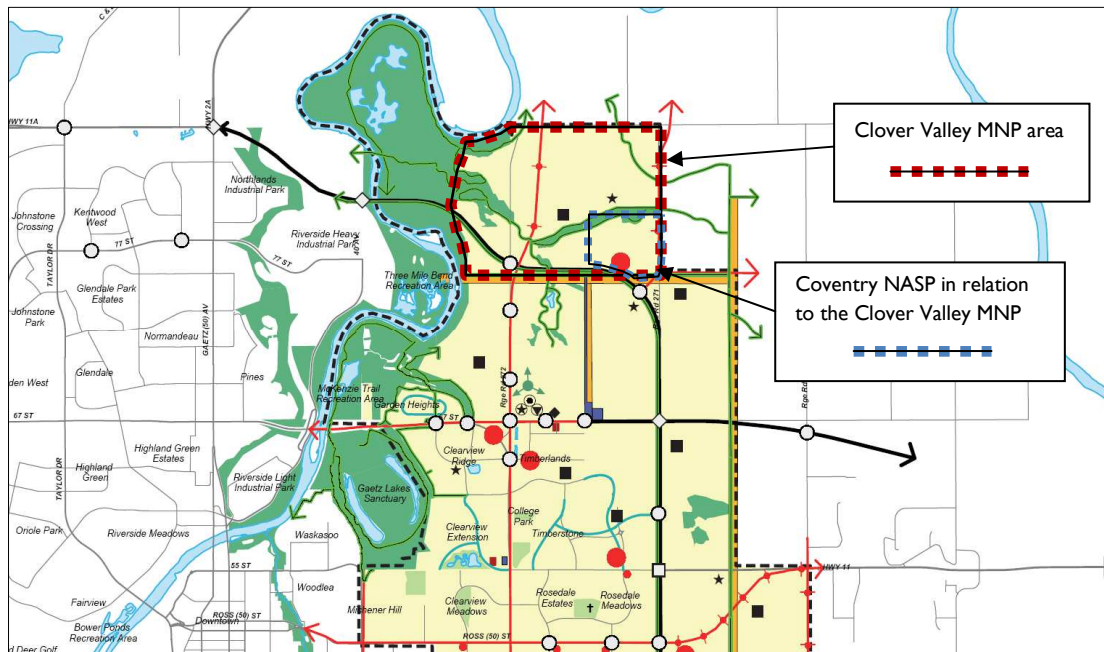


### Amendment to the East Hill Major Area Structure Plan to incorporate The Clover Valley Multi-Neighbourhood Plan – Proposed Bylaw 3499/A-2018

The *East Hill MASP* states that a multi-neighbourhood plan shall be adopted concurrently with the first neighbourhood area structure plan for each section of land. Along with the proposed *Coventry NASP* that is before Council, Administration is concurrently proposing a bylaw to incorporate the *Clover Valley Multi-Neighbourhood Plan* into the *East Hill MASP*.

A multi-neighbourhood plan is a high level conceptual planning document that outlines broad land uses for multiple quarter sections of land. The plan facilitates cohesion between the adjacent quarter sections as they are planned separately. The direction typically focuses on outlining the arterial and collector road patterns, the preservation of natural areas, and broad land uses.

Multi-neighbourhood plans are written to provide land owners some assurance of how the neighbouring land will develop, while maintaining flexibility for the development of NASPs. NASPs may vary in design and layout from the multi-neighbourhood plan if the intent of the overall plan is retained.



\* For the full detail see Appendix C.



In 2014, landowners worked with City staff to create the *Clover Valley MNP*. The area is comprised of the lands north of the future Northlands Drive Expressway to Township Road 390 and west of Riverbend Recreation Area and the Red Deer River eastward to Range Road 271.

Following the direction of the *East Hill MASP* Generalized Land Use Concept, the *Clover Valley MNP* is predominately designated for future residential development. It also includes two school sites that have been collocated in the northern half of the plan area. The section plan identifies a District Commercial Centre along Northlands Drive that is meant to serve the immediate area and region.

The MNP area is transected by a water course and minor escarpment that will be protected. The area adjacent to the water course will serve as a linear park providing a connection to the Riverbend Recreation Area and to the larger Waskasoo Park network of trails.

The *Clover Valley MNP* outlines key considerations for neighbourhood development. Considerations which are explicitly relevant to the *Coventry NASP* include:

- Retain the ravine that runs through the southern half of the plan area.
- Transition from higher to lower densities away from the nodes.
- Roundabouts or other traffic calming measures should be considered along the collector road to reduce traffic speeds.
- Connect to: the Red Deer River Corridor in the west; to the Regional Trail network in the northeast; to communities in the south through the natural areas; and to the commercial node in the southeast.
- Development adjacent to the ravine shall incorporate appropriate setbacks to protect the existing natural area.
- Incorporate higher density housing in proximity to the defined nodes to improve accessibility to daily needs and create viable transit destinations.
- Incorporate a variety of parks and recreation areas into each neighbourhood.
- Create an interconnected network of off-street pedestrian facilities to provide a strong connection to natural areas, community amenities, and link residents with the nodes.
- Provide opportunities for a diversity of housing types and densities to accommodate a variety of family types and incomes.
- Integrate the regional trail network into the natural corridor.

#### *Coventry NASP – Proposed Bylaw 3217/A-2018*

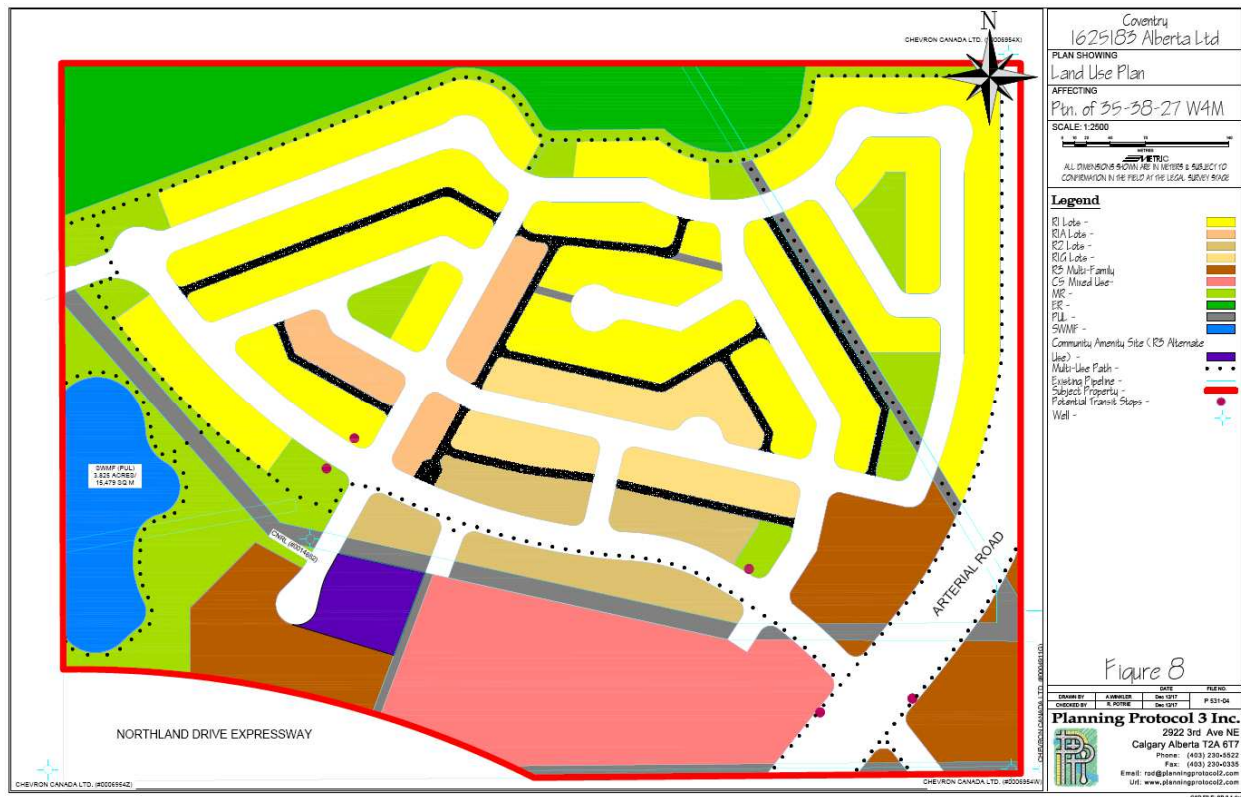
The proposed *Coventry NASP* provides the policy framework, land use design, and development objectives for the southern portion of the SE 35-38-27. The Plan envisions an estimated residential population of 1600 people at full build out, with approximately 24,000 m<sup>2</sup> of commercial floor space. Key highlights include:

- A compact community with a mix of densities and housing types
- A mixed use district commercial services centre
- A prominent natural park space
- An interconnected street network to promote walkability within the neighbourhood





The plan area has historically been farmed and has also been used for oil and gas development since the late 1950s. The gas well is currently suspended and has not been in production since approximately 1994. A Phase I Environmental Site Assessment (ESA) for the plan area has been completed and has indicated that a Phase II ESA will be required for the area surrounding the wellsite. If contamination is detected, remediation will be required to ensure the land is suitable for development before development can proceed.



#### Coventry NASP – Land Use Plan

\* For the full detail see Appendix D.

#### Land Use Summary

The proposed Coventry NASP is largely a residential development. The neighbourhood will have 6 different types of zoning that can accommodate residential uses. This will provide a variety of residential housing opportunities to accommodate a range of incomes, demographics, and preferences. The housing stock is made up of

- 42% single detached housing
- 15% semi-detached and medium density housing
- 43% multi-family housing



This mix will benefit the neighbourhood long-term by being more adaptable to peoples' needs as they transition through life, providing the ability to age in place. The average net density of the plan is assumed to be 19.24 du/ha, exceeding the minimum requirement outlined in the MDP of 17 du/ha.

At the heart of the neighbourhood is the mixed use district commercial centre. This area will provide local shopping opportunities within walking distance of all the homes in Coventry, while also catering to the regional commercial services needs for commuters along the future Northlands Drive Expressway. The site is proposed to be zoned C5, which will also provide additional residential opportunities in the form mixed use buildings.

The residential area immediately adjacent to the commercial node provides medium and high density housing, and also including the Community Amenity site. The Community Amenity site will be able to accommodate uses such as a temporary care or assisted living facility, adult or regular day care, or a place of worship. The alternate use for the community amenity site is R3 Residential Multiple Family. The colocation of the commercial district with multiple family housing will provide densities that are supportive of transit and also provide the critical mass to create a vibrant and active neighbourhood.

The proposed NASP has a variety of parks and open spaces, representing 22% of the gross plan area. These spaces are comprised of environmental reserve, parks, public utility lots, and utility right-of-ways. A significant feature of the park space will be the water course along the northern fringes of the plan area. As conceived in the *River Valley and Tributaries Parks Concept Plan*, the plan will accommodate trails along the natural area both eastward and westward eventually providing trail linkages to Riverbend Recreation Area and onward into the The Waskasoo Park System.

#### Servicing & Phasing

The proposed *Coventry NASP* will be serviced by stormwater, sanitary sewer and potable water distribution. All three systems are intended to tie into future trunk mains along 20th Avenue when they are extended to the NASP area.

The plan area is divided into five development phases. The initial phase of development is centred on the development of the district commercial centre and some of the higher density housing. The first phase also includes the largest neighbourhood parks to ensure that residents have access to park space early in the development. Development will then proceed northward into the areas with lower density housing.

#### Dialogue

A virtual open house for the Clover Valley MNP and Coventry NASP was hosted on the City's website from June 15, 2017 to July 12, 2017. All relevant documentation along with a discussion paper was posted on the City's website to allow the public the opportunity to review the *Clover Valley MNP* and the *Coventry NASP*. This information was accompanied by instructions on how to provide comments for Council's consideration. In the absence of a formal open house, Planning Staff also offered to meet one-on-one should anyone have additional questions or prefer to discuss their concern in person.

Notices were sent to 35 adjacent landowners (100-meter buffer) and 2 sets of comments were submitted to the planning department in writing. The comment sheets have been attached to this report and have also been summarized below with administrations responses to the inquiries. We did not receive any requests for a one-on-one meeting.





## Comment from Open House

Comment	Administrative Response
1. How will access to Range Road 271 be maintained?	<p>Access to residential properties on Range Road 271 northward will remain the same until development continues northward.</p> <p>The portion of Range Road 271 southward will eventually form part of the Northlands Drive Expressway. The detailed design for this project has not yet been completed as it is more than 10 years away. In the short- and mid-term access will remain as-is. In the long term direct access to residential lots will likely occur through the adjacent lands as they develop.</p>
2. How will the residents on the east site of RR271 be impacted? Will there be noise abatement or screening for privacy?	The future Northlands Drive Expressway (currently RR 271) which passes alongside your property has integrated noise mitigation in the form of berms which will be built within the future road right of way.
3. Can you please provide details on the Oil and Gas facilities? I had thought they would be removed and cleaned up.	<p>The oil well is anticipated to be abandoned and the surrounding area can be integrated into the community once the land has been remediated.</p> <p>Some of the pipeline right-of-ways are proposed to be abandoned. These pipes should be removed from the ground prior to development. There are some pipelines that may remain in use. The anticipated ongoing active pipelines and associated constraints have been considered and planned for in the Coventry NASP.</p>
4. Please ensure the intersection alignment along northlands drive is consistent with Option 3 of the Northlands Drive Study.	Explicit text has been added to the draft NASP outlining Option 3 is the alignment was utilized.

## Appendices:

- Appendix A – Proposed Bylaw 3499/A-2018 & Clover Valley Multi-neighbourhood Plan
- Appendix B – Proposed Bylaw 3217/A-2018 & Coventry Neighbourhood Area Structure Plan
- Appendix C – Comment Sheets from Open House



# Appendix A

## Proposed Bylaw 3499/A-2018

The following Bylaw is for an amendment to the East Hill Major Area Structure Plan to incorporate the Clover Valley (Section 35) Multi-neighbourhood Plan.

## Proposed Clover Valley Multi-neighbourhood Plan

The following document is the Clover Valley (Section 35) Multi-neighbourhood Plan that is proposed to be amended into the East Hill Major Area Structure Plan.

CITY CLERK

# Clover Valley

## SECTION 35

### MULTI-NEIGHBOURHOOD PLAN

Provide opportunities for a diversity of housing types and densities to accommodate a variety of family types and incomes.

Integrate the storm water features into the design of parks, recreation and community spaces.

Incorporate a variety of parks and recreation areas into each neighbourhood.

Create an interconnected network of off-street pedestrian facilities to provide a strong connection to natural areas, community amenities, and link residents with the nodes.

The northernmost node is a vista opportunity.

Integrate the regional trail network into the natural corridor.

Incorporate a variety of uses and community amenities within the nodes to maximize accessibility.

Retain the treed windrows.

Roundabouts or other traffic calming measures should be considered along the collector road to reduce traffic speeds.

Within the northern half of the plan area, integrate a focus on the central node as a community gathering place.

Create four nodes throughout the plan area.

Retain the ravine that runs through the southern half of the plan area.

Transition from higher to lower densities away from the nodes.

Connect to: the Red Deer River Corridor in the west; to the Regional Trail network in the northeast; to communities in the south through the natural areas; and to the commercial node in the southeast.

Incorporate higher density housing in proximity to the defined nodes to improve accessibility to daily needs and create viable transit destinations.

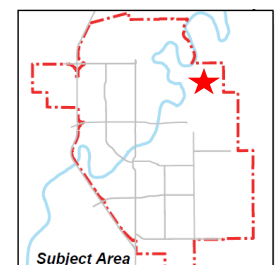
Development adjacent to the ravine shall incorporate appropriate setbacks to protect the existing natural area.

Within the southern half of the plan area, integrate a focus on nature and incorporate this theme into the neighbourhood identity using a thematic design of signage and street furniture.

Consider provincial legislation when designing storm water management.



September 2016



The purpose of a Multi-Neighbourhood Plan is to establish a high level conceptual plan that achieves the 9 Neighbourhood Planning Principles, identifies synergies, features, and connections, and creates distinct neighbourhood character. A Multi-Neighbourhood Plan outlines broad land uses, including environmental reserve and open space, and arterial and collector road patterns. Neighbourhood area structure plans may vary in design and layout from the Section 35 Multi-Neighbourhood Plan if the intent of the overall multi-neighbourhood plan is retained. The completion of a multi-neighbourhood plan does not mean that the land is development ready. Development readiness will be determined by the sequencing of services of the lands within the overall city servicing context and approval of capital expenditures by Council.



# Appendix B

## Proposed Bylaw 3217/A-2018

The following Bylaw is to adopt the Coventry Neighbourhood Area Structure Plan.

## Proposed Coventry Neighbourhood Area Structure Plan

The following document is the proposed Coventry Neighbourhood Area Structure Plan.

**Bylaw No. 321/2018**

Being a Bylaw to amend Bylaw No. 3217/98, the bylaw containing The City of Red Deer Neighbourhood Area Structure Plan

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

Bylaw no. 3217/98 is hereby amended as follows:

- 1. Bylaw No. 3217/98 containing the City of Red Deer Neighbourhood Area Structure Plan is hereby amended by adding the new Coventry Neighbourhood Area Structure Plan attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2018.  
READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2018.  
READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2018.  
AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2018.

\_\_\_\_\_  
MAYOR

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



# Coventry Neighbourhood Area Structure Plan

**City of Red Deer**

35-38-27-W4M

SWMP (FULL)  
3.925 ACRES/ST  
15,479 SQ M

CNRL (W4602)

COMMUNITY AMENITY SITE  
1.3 ACRES

COMMERCIAL ACCESS

CNRL (S26013) R/W 952 2170

COMMERCIAL ACCESS

ARTERIAL ROAD

**Bylaw No.**  
3217/A-2018

**Date of Adoption**

NORTHLAND DRIVE EXPRESSWAY

ALTALINK POWER LINE ROW



**Planning Protocol 3 Inc.**  
P: (403)230-5522

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## 1. Introduction

### 1.1. Overview

The Coventry Neighbourhood Area Structure Plan (“CNASP”) has been prepared by Planning Protocol 3 Inc. on behalf of 1625183 Alberta Ltd. The CNASP provides a comprehensive land use rationale, based on guiding policy including but not limited to existing statutory plans, Council Policy, Neighbourhood Planning and Design Standards, East Hill Major Area Structure Plan, and the Municipal Development Plan (MDP). Section 633(2) of the MGA states that an Area Structure Plan:

(a) must describe:

- (i) the sequence of development proposed for the area,
- (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,
- (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and
- (iv) the general location of major transportation routes and public utilities, and
- (v) may contain any other matters the council considers necessary.

In 2011, CNASP was acquired by 1625183 Alberta Ltd for the purposes of residential land development. The CNASP has historically been used for agricultural cultivation with limited oil & gas industry presence in the form of underground transmission pipelines and well. The agricultural history of the CNASP will be reflected in the proposed landscaping, park amenities, infrastructure features and other urban design elements outlined in this document. The overall design of the CNASP will feature the following key highlights:

- A compact community with a mix of housing types and higher densities.
- Presence of District Commercial Services.
- Prominent natural open space and recreational features.
- An interconnected street network to promote walkability within the neighbourhood.
- Multiple opportunities for residents to live, work & play.

The existing natural area and intermittent seasonal water course to the north will be preserved as part of the CNASP neighbourhood. The north natural area with the seasonal stream will be protected from development impacts and be utilized as both a recreational amenity and trail corridor. Similarly, the existing oil & gas pipelines will provide part of the surface land necessary for another leg of the trail system.

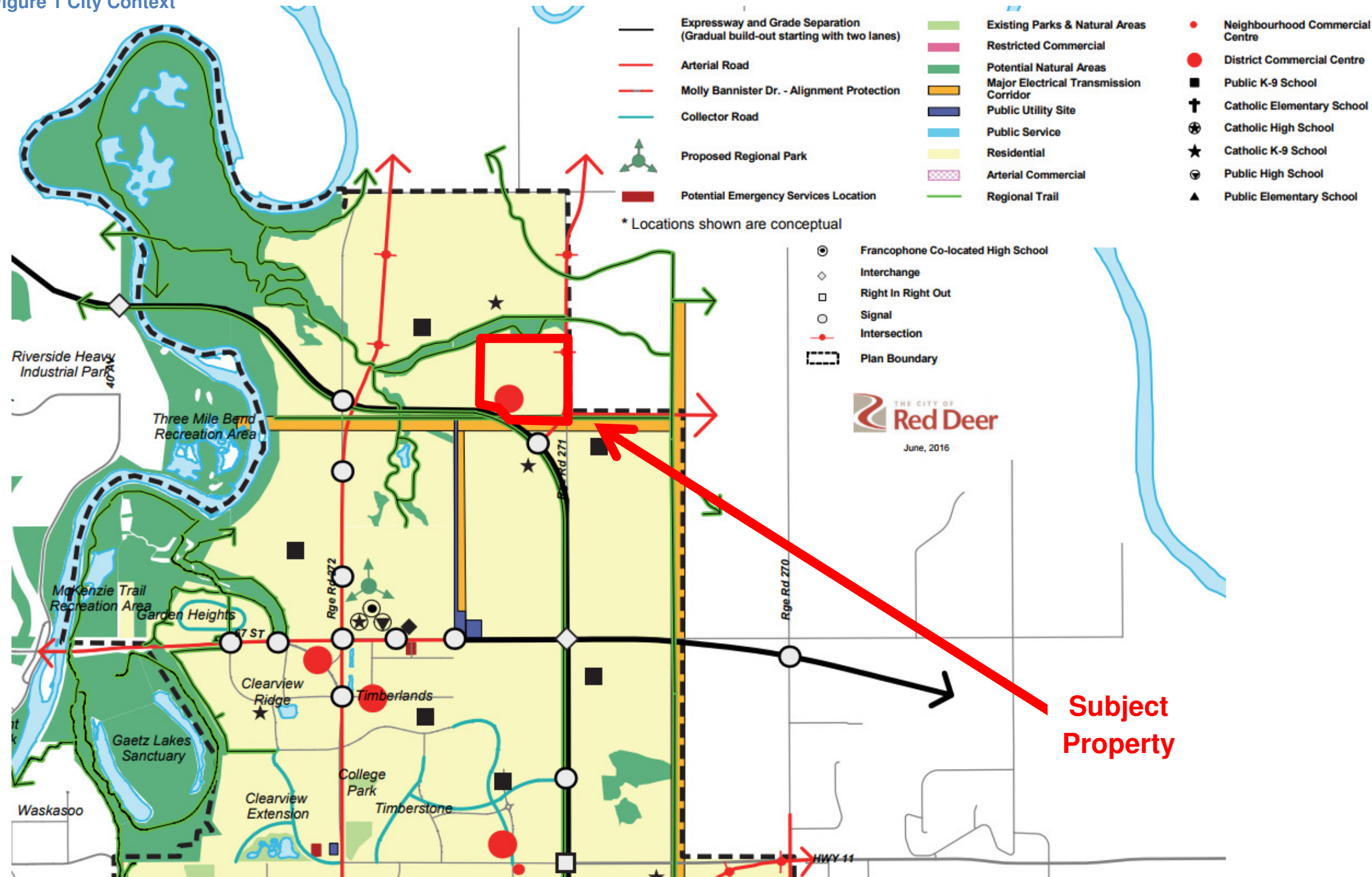
The CNASP will welcome approximately 1600 new people<sup>1</sup> to Red Deer at full build out, with approximately 24,000 m2 of commercial floor space. This commercial floor space will be introduced when servicing becomes available with development proceeding in a logical manner. The CNASP will feature several key destinations for residents including a mixed-use commercial/residential area, district commercial services, a regional natural area and parkland containing storm water management facilities (SWMF’s) that also serve as a recreational amenity. Combined with an integrated trail system, residents will have abundant opportunities to live, work & play within The CNASP.

The municipal water, sewer and service infrastructure will need to be extended to service development within the CNASP. The neighbourhood will not be developed until the City deems appropriate timing for extension of services based on the capital budget, Council’s decision for growth sequencing and the development of infrastructure through the SW 35-38-27-W4M and NE 26-38-27-W4M quarters. The CNASP will provide road access for land development that will occur within the southwest of section 35. The planning of new infrastructure will take into account impacts on the environment, particularly from a storm water management perspective.

---

<sup>1</sup> Based on average of 2.33 residents per unit (Source: City of Red Deer Economic Development Strategy, July 2013, Urbanics Consulting Ltd.) and an anticipated 686 units

Figure 1 City Context



## 1.2. Planning Context & Conditions

The Coventry Neighbourhood Area Structure Plan (CNASP) aligns with key municipal statutory and non-statutory policy documents affecting land within the City of Red Deer.

### 1.2.1. Municipal Development Plan

The City of Red Deer Municipal Development Plan (MDP) (Bylaw 3404/A-2013) provides a generalized framework for growth and development within the City over a 25 year period of time. All other statutory plans, such as Major/Neighbourhood Area Structure Plans and Area Redevelopment Plans should be consistent with the goals and policies set out by the MDP. The MDP sets out many policies but the some of the relevant policies of neighbourhood design considerations are:

- Density in new neighbourhoods shall ensure a minimum of 17.0 dwelling units per net developable hectare. (MDP Policy 10.2)
- The City shall continue to require a mix of housing types and forms in all residential neighbourhoods. (MDP Policy 10.3)

(The adoption by a council of a statutory plan does not require the municipality to undertake any of the projects referred to in it. Municipal Government Act s.637)

### 1.2.2. Intermunicipal Development Plan

- This CNASP will be consistent with the Intermunicipal Development Plan (IMDP) between Red Deer and the County of Red Deer.

### 1.2.3. East Hill Major Area Structure Plan

The East Hill MASP (Bylaw 3499/C-2016) provides a framework that describes proposed land uses, density of population, sequence of development, general location of major roadways and public utilities within the area. The East Hill MASP includes the majority of east Red Deer, identifying predominantly residential land uses with commercial uses serving the surrounding neighbourhoods. Relevant policies are as follows:

#### *General*

- The East Hill MASP shall be implemented through the preparation of neighbourhood area structure plans for all undeveloped land. (See East Hill MASP Section 6.3)

#### *Commercial*

- A “District Commercial Centre” is to be located within the CNASP and is described as a local-oriented shopping centre, generally 4-6 hectares (10-15 acres) in size anchored by a grocery store and containing a mix of retail, service, and locally-oriented office uses, and serving as a focal point for multifamily housing and civic uses. The intent is that a district commercial centre be within a ten minute walking distance from the majority of residential dwellings. (See East Hill MASP Section 4.2)

#### *Parks*

- A portion of the City regional trail system will span the northern and southern boundary of the CNASP. (See East Hill MASP Section 4.4)

#### *Northland Drive Expressway:*

- Detailed design of intersections will include investigation of roundabouts. (See East Hill MASP Section 4.5.4)
- Any construction is subject to approval in the Capital Budget by City Council. (Also see East Hill MASP Section 4.5.4)

#### *Water & Sanitary & Storm Water Servicing:*

- Trunks/mains should align with the preliminary designs included within the MASP. (See East Hill MASP Section 5.1-3)

#### *Development Sequencing:*

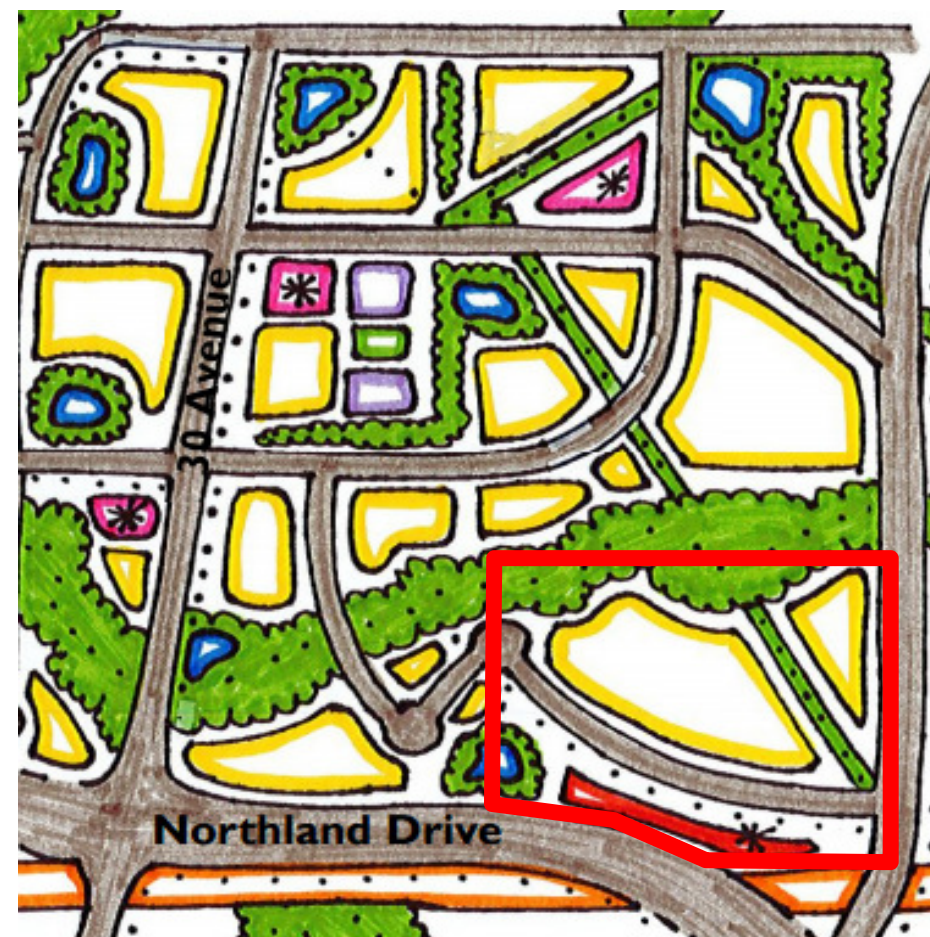
- The CNASP is located within the “Phase 2” area.



#### 1.2.4. Section 35 Multi Neighbourhood Plan

The purpose of a Multi-Neighbourhood Plan (MNP) is to establish a high level conceptual plan that achieves the nine Neighbourhood Planning Principles, identifies key features and creates distinct neighbourhood character. A MNP outlines broad land uses, including environmental reserve, open space, arterial and collector road patterns.

The completion of a MNP does not mean the land is development ready. Development readiness will be determined by the overall city servicing context and approved by the capital expenditures of Council.



 SE35

1.2.5. Neighbourhood Planning & Design Standards

The “Neighbourhood Planning & Design Standards” (NPDS) is a corporate administrative policy that outlines 9 Neighbourhood Planning Principles intend to guide the creation of great neighbourhoods. Neighbourhood Area Structure Plan’s (NASPs) are evaluated against the NPDS using a “performance-based approach” so as to allow for some flexibility in how they satisfy this policy. Various design standards are outlined under each principle. A sample is reflected below:

<u>NPDS Principals</u>	<u>How Principle Could Be Achieved</u>	
Natural Areas	<ul style="list-style-type: none"><li>• Conservation/ restoration and enhancement of natural features including environmentally sensitive and significant areas</li></ul>	<ul style="list-style-type: none"><li>• Escarpments or floodplains or other buffer lands</li></ul>
Mixed Land Uses	<ul style="list-style-type: none"><li>• Type of land uses- mix and integration</li><li>• Transition between land uses</li></ul>	<ul style="list-style-type: none"><li>• Creating nodes of activity</li><li>• Access to services</li></ul>
Multi Modal Choice	<ul style="list-style-type: none"><li>• Street &amp; Trail network layout</li><li>• Connectivity &amp; Design of Streets &amp; Trails</li></ul>	<ul style="list-style-type: none"><li>• Parking &amp; Access</li><li>• Active transportation</li></ul>
Compact Urban Form and Density	<ul style="list-style-type: none"><li>• Density &amp; Block size</li><li>• Built form and development types</li></ul>	<ul style="list-style-type: none"><li>• Scale and massing of buildings</li><li>• Transition of density and form within a neighbourhood</li></ul>
Integrated Parks & Community Spaces	<ul style="list-style-type: none"><li>• Park types, mix, connectivity and integration</li><li>• Parks amenities and facilities</li></ul>	<ul style="list-style-type: none"><li>• Formal/informal social gathering spaces</li><li>• Active &amp; passive recreation needs and spaces</li></ul>
Housing Opportunity & Choice	<ul style="list-style-type: none"><li>• Housing types</li><li>• Housing mix</li></ul>	<ul style="list-style-type: none"><li>• Affordable/supported housing</li></ul>
Resilient & Low Impact Neighbourhoods	<ul style="list-style-type: none"><li>• Low impact development &amp; Green buildings</li><li>• Urban agriculture &amp; agricultural land preservation</li></ul>	<ul style="list-style-type: none"><li>• Storm water management</li><li>• Energy efficiency</li></ul>
Safe & Secure Neighbourhoods	<ul style="list-style-type: none"><li>• CPTED (Crime Prevention Through Environmental Design)</li><li>• Social and community gathering spaces and design</li></ul>	<ul style="list-style-type: none"><li>• Traffic calming</li><li>• Emergency planning</li><li>• 'Eyes on the street'</li></ul>
Unique Neighbourhood Identity	<ul style="list-style-type: none"><li>• Integration of existing features &amp; land forms</li><li>• Preservation of history or heritage features</li><li>• Building design and layout</li><li>• Neighbourhood branding</li></ul>	<ul style="list-style-type: none"><li>• Wayfinding (signage, banners, etc.)</li><li>• Focal points, neighbourhood features (natural areas, views, etc.)</li><li>• Public art</li></ul>

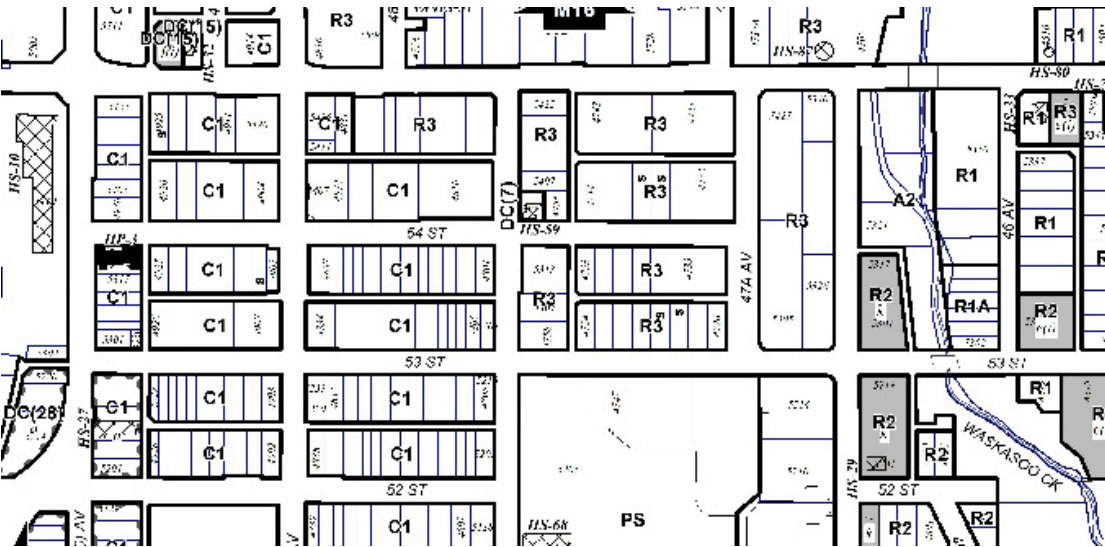


1.2.6. City of Red Deer Land Use Bylaw (3357/2006)

The City of Red Deer Land Use Bylaw (LUB) describes all of the available land use districts that can be utilized within the City and the applicable guidelines for development within these areas. The CNASP identifies the different land uses that are planned for development and conforms to the districts and regulations identified in the Bylaw.

In the event there is a conflict between the CNASP and the Land Use Bylaw, the Land Use Bylaw shall apply.

Subdivision, redesignation and development must conform to The City of Red Deer Land Use Bylaw and not conflict with applicable statutory plans in addition to the informational requirements necessary for each application. Variances are allowed pursuant to the test in the MGA being met.





### 1.3. CNASP Context

The Subject Property (Figure 6, page 16) is the southern portion of SE-35-38-27-W4M with an area of +- 46.4 Ha (+- 114.65 Acres), located in the City of Red Deer, Alberta. The area surrounding the subject lands is almost entirely undeveloped and bounded by:

- North: by the remaining 16.2 Ha (40 Acre) north portion of SE-35-38-27-W4M. The two portions are separated by a dense tree line.
- East: by Range Road 271 (City limits)
- South: by NE-26-38-27-W4M (Northland Expressway right of way)
- West: by SW-35-38-27-W4M

The CNASP and most of the surrounding land has historically been used for agricultural purposes. Under the guidance of the Red Deer Municipal Development Plan and the East Hill Red Deer MASP, this region is undergoing a transition towards being a primarily residential area with some district commercial uses. The recent introduction of the Timberland and Evergreen communities into the region is further supporting this transition. Located to the west of the CNASP are a number of recreational amenities including Three Mile Bend Recreation Area, River Bend Golf and Recreation Area, McKenzie Trails, Gaetz Lake Sanctuary and the Red Deer River. There are also a number of existing commercial sites nearby such as Parkland Mall, Clearview Market Square & a Commercial Area within the Community of Timberlands.

### 1.4. Natural Environment

A substantial treeline with a seasonal drainage course is adjacent to the northern boundary of the CNASP and has been identified as a natural area within the East Hill MASP. This riparian area will constrain the space available for development but in turn will be an important link within the regional natural park network. This riparian area will be protected by a naturalized development buffer that also acts as wildlife habitat. Portions of this area are to be dedicated as Environmental Reserve as it is undevelopable. Residents will be able to enjoy this area for years to come.

### 1.5. Building Environment - Oil & Gas

The CNASP contains the total of four pipelines, one gas well, one powerline and one Utility right of way (Table 2, Page 10)

- Two of these pipelines are active, containing sweet natural gas. (CNRL, #26012) and freshwater (Canadian Oil and Gas International Inc., #55836)
- The other two pipelines within the CNASP previously contained oil (Conserve Oil#14669) and (Conserve Oil #16704), they are suspended and marked to be removed.
- The well and facility (CNRL #10014662 & #26012) previously provided natural gas and has been suspended for many years. The well and facility within the lease area will be reclaimed prior to development.
- The powerline (AltaLink #832 0928) runs along the southside of the CNASP with a 100m notification area.
- The utility right of way contains sweet natural gas (Utility #162 0093)

Conserve Oil has confirmed that no development (buildings or roads) may be constructed within the pipeline right of ways and that there is no additional development setbacks required. A Phase I ESA for the suspended well site was completed by Hemisphere Land & Resource Consulting Limited in October 2016. CNRL has previously confirmed that this well is currently "suspended" (still open but not currently producing.) They have advised that it is likely this well could be abandoned since it has not been in production for many years. As such, a 5 metre permanent setback from the wellhead (100m temporary until abandoned) would be required for a development setback. CNRL has been contacted during this CNASP process and the exact location of the suspended well confirmed. This well will be abandoned & reclaimed, prior to any stripping and grading occurring within the setback area. Top soil stripping, grading, or development shall not be permitted within the CNASP, including areas outside of the 100m setback, until the well and facility's (CNRL #10014662 & #26012) contamination area has been confirmed and outlined by a Phase II ESA that has been accepted by the City.

Just outside and inside of the subject property limits in the SE and SW corners of the quarter section are test holes that have been unused since the drilling date. These were used for test purposes and were not be used for any other purposes. (Test hole locations shown on Ballast Phase I Environmental and are included in Table 2) The test hole in the SE corner of the CNASP has a 5m setback; this setback complies with Directive 79. Test holes off our site are included in the Phase I ESA and is referenced in Table 3 (pg 10)

Some of the suspended facilities contain sour gas. The Albert Energy Regulator (AER) requires facilities containing sour gas to establish emergency response plans to assist in managing the risk to public safety associated with a potential release of sour gas to the environment. These plans are developed to assist in contacting and potentially evacuating residents living within pre-determine Emergency Planning Zones (EPZ). An EPZ is an area surround a facility, pipeline, or well where residents or other members of the public may be at risk during an uncontrolled sour gas release, explosion or fire and the area for which the operator of the facility must have a specific emergency response plan. The size of the EPZ surrounding sour gas facilities is established based on the magnitude of the maximum anticipated potential volume or rate of sour gas release in the event of an uncontrolled release. The oil and gas operator is responsible for providing information and education to the public within the EPZ regarding the correct procedures in case of an uncontrolled release. During an emergency, the oil and gas operator and the Emergency Services Department will coordinate the emergency response. Currently the CNASP falls outside of the EPZ boundary, however should the suspended sour gas facilities become active it may change the emergency planning zone boundary and development requirements within the CNASP boundary.

On the south end of the CNASP there is a 100m Notification area for the AltaLink Powerline. AltaLink Consultation/Potential Constraints Area means the area has a 100 m Notification Area from the high voltage transmission lines where any development applications shall be sent, at the discretion of the Development Officer, to AltaLink Management Limited to determine if there are any concerns from the Alberta Electrical Utility Code perspective.

No ground disturbance will be allowed within a registered pipeline right of way or the controlled area without written consent from the licensee. Similarly, no ground disturbance will be allowed within the wellhead setback area without written consent from the Licensee and any activity that may occur within or adjacent to the suspended well setback will be temporarily marked. Just as with the pipeline right of ways, development is restricted within 5m of a suspended well. For previously active wellsite(s) a 100 metre setback will need to be maintained prior to the successful completion of a phase II ESA (Figure 3, Page 11.) Prior to a subdivision or development of pipeline and well site areas the developer will be required to provided confirmation that the suspended pipe(s) and facilities have been removed, the AER database has been updated, the caveat removed from the land title, and the land has been made suitable for the intended use. These areas can only be developed once the gas well has been properly decommissioned and any soil contamination and remediation addressed by the well-site Licensee. The developer will not proceed with development until contamination has been remediated to Provincial standards and City Standards.

Table 2 Onsite Oil & Gas Facilities

Licensee	ID	Type	Containing	ROW Width	Setback from ROW (m)	Status
Canadian Natural Resources Ltd. (CNRL)	26012	Pipeline	Natural Gas (non-H2S)	15m	0	Active
Canadian Natural Resources Ltd. (CNRL)	26012	Facility	Natural Gas (non-H2S)	15m	Not known	Suspended
Canadian Natural Resources Ltd. (CNRL)	0014662	Well	Natural Gas (non-H2S)	-	100m temporary, 5m permanent	Suspended
Conserve Oil	14669	Pipeline	Oil (non-H2S)	0m (not on title)	0	Suspended – to be removed
Canadian Oil & Gas International Inc.	55836	Pipeline	Fresh Water	15m	0	Active
AltaLink R-O-W	832 0928	Powerline	Electricity	4m	0	Active
Utility R-O-W	162 0093	Utility	Sweet Gas	6m	0	Active
Conserve Oil 8 <sup>th</sup> Corporation	16704	Pipeline	Oil-Well Effluent	-NA-	0	Suspended
Chevron Canada Ltd.	0006954W	Well	Null	-	5m	Reclamation Exempt

Table 3 Offsite Oil & Gas Facilities

Licensee	ID	Type	Containing	ROW Width	Setback from ROW (m)	Status
Chevron Canada Ltd.	0006954X	Well	Null	-	5m	Reclamation Exempt
Chevron Canada Ltd.	0006954Z	Well	Null	-	5m	Reclamation Exempt
Jayhawk Resources Ltd.	48371	Pipeline	Natural Gas	10m	0	Active
Canadian Natural Resources Ltd. (CNRL)	22970	Compressor Station (Facility)	Natural Gas	-	0	Active
Canadian Oil & Gas International Inc.	0073777	Well	Null	-	0	Suspended
ATCO Gas and Pipeline Ltd.	2526-(80-81)	Pipeline	Natural Gas	-	0	Active
Canadian Oil and Gas4	0015279	Well	Null	-	-	Null
Chevron Canada Ltd.	0004911G	Well	Null	-	5m	Reclamation Exempt
Canadian Oil & Gas International Inc.	6662	Satellite (Facility)	Null	-	-	Null
Canadian Oil & Gas International Inc.	55826	Pipeline	Natural Gas	-	-	Suspended

Coventry  
1625183 Alberta Ltd

PLAN SHOWING  
Well and Pipeline Facilities


AFFECTING  
Ptn. of 35-38-27 W4M


SCALE: 1:2500


0 10 20 40 70 140  
METRES

ALL DIMENSIONS SHOWN ARE IN METERS & SUBJECT TO  
CONFIRMATION IN THE FIELD AT THE LEGAL SURVEY STAGE

**Legend**

Subject Property - 

5m Wellhead Setback - 

100m Wellhead Setback - 


Well - 

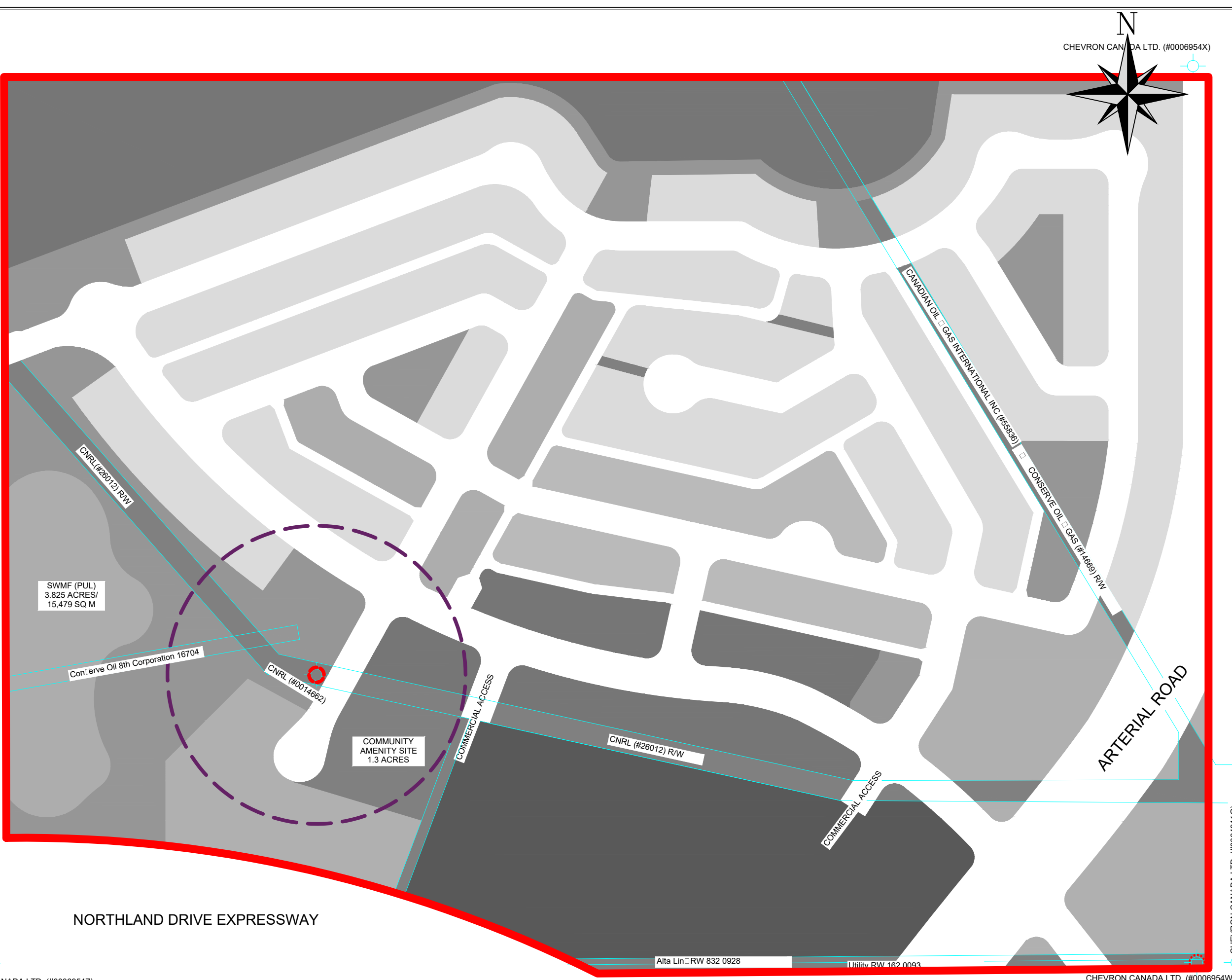
Figure 3

DRAWN BY		DATE		FILE NO.	
A. WINKLER		Dec 12/17		P 531-04	
CHECKED BY		R. POTRIE		Dec 12/17	

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## 1.6. Environmental Site Assessment

A Phase I ESA was completed by Ballast Environmental in March 2016 for the CNASP subject site. This ESA excluded the CNRL leased wellsite. The Phase I ESA by Ballast Environmental made recommendation that the lease holder of the wellsite complete the Phase I ESA and any subsequent subsurface investigation (Phase II ESA) and/or remediation/reclamation if required.

Once a Phase II ESA has been completed at the wellsite, the client must obtain the completed report from the lease holder. The Phase II ESA must be reviewed to determine if there are impacts at the wellsite. If it is determined that there are impacts at the wellsite, further delineation will need to be completed to define the boundaries and the extent of impacts potentially on and off the wellsite. A Phase II ESA will be required prior to a Clearing and Grading Permit, being issued. Affected areas can only be developed once the gas well and facilities have been properly decommissioned and any soil contamination and remediation addressed by the well-site Licensee. The developer will not proceed with development until contamination has been remediated to Provincial standards and City Standards.

During the redevelopment of the site in the vicinity of any oil pipeline right-of-way, a qualified environmental consultant should be contacted should subsurface impacts be identified.

## 1.7. Slope Analysis

A Slope Stability / Geotechnical Assessment were also prepared by Soil & Environ Consultants Inc. in May 2013. The purpose of this assessment was to determine soil, groundwater conditions and slope stability related to construction of a residential subdivision including underground utility and roadway construction. For the purpose of interpreting the information below, the crest is defined as the line where there is a distinct break in the grade at the top of the slope as determined by the intersection of the slope angle with the extension of upland surface grade. This is otherwise known as top of bank.

Sloped Areas - Regarding the potential for slumping and a recommended development stability setback, the report recommends:

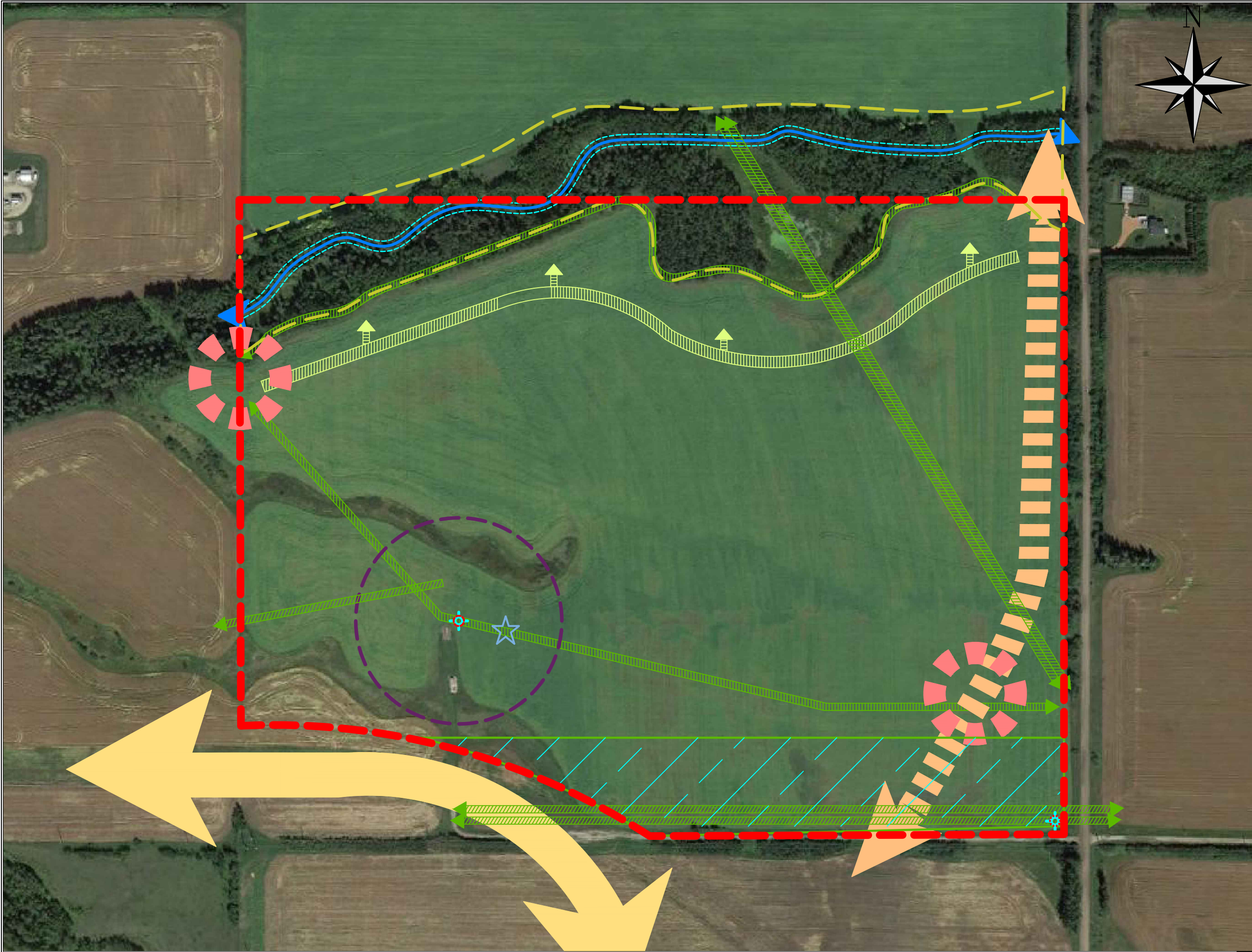
*The most likely form of failure is a shallow translation slab-type slide. To ensure a minimum factor-of-safety of 1.50, a stability line is necessary. For translational slides, a 5H:1V slope with  $ru=0.1$ , will have a factor of safety of over 1.50. Thus, a stability limit set back line of 5 metres was established adjacent to the top of the bank. Shown on Opportunities & Constraints Figure 4 page 13*

The slopes and environmental reserve area has been buffered through the allocation of a linear strip of municipal reserve land. The municipal reserve will provide additional buffering between private lots and environmental reserve while also providing public access. A more complete and detailed geotechnical and slope stability report will be completed as part of the Development Agreement process.

## 1.8. Opportunities & Constraints

The CNASP is constrained by two pipeline right of ways that cannot be developed. As such, the right of ways provide an opportunity for a variety of open space connections within both the CNASP as well as to the surrounding open space network. The topographic low area within the southwest portion of the site is not ideal developable land as it may be prone to gathering surface water. This low area would provide an excellent location for Storm Water Management Facilities that will be incorporated as part of surrounding recreational amenities, provided it includes appropriate public safety measures. Edges around SWMF's could be naturalized so as to create wildlife habitats. A listing of the identified constraints and opportunities are shown in Table #3 (pg 14) and Figure 4 (page 13).





Coventry  
1625183 Alberta Ltd

PLAN SHOWING  
Opportunities & Constraints

AFFECTING  
Ptn. of 35-38-27-W4M

SCALE: 1:3500

METRIC  
ALL DIMENSIONS SHOWN ARE IN METERS & SUBJECT TO  
CONFIRMATION IN THE FIELD AT THE LEGAL SURVEY STAGE

- Legend**
- Subject Property - [Red dashed line]
  - Future Arterial Road - [Orange dashed line]
  - Future Expressway - [Yellow dashed line]
  - Right of Way - [Green hatched area]
  - Potential Pathways - [Blue dashed line]
  - Potential Views - [Yellow dashed line]
  - Intermittent Seasonal Water Course - [Blue wavy line]
  - Top of Bank (5m Setback) - [Blue dashed line]
  - Potential Access - [Red star]
  - Well Site - [Blue star]
  - Community Node - [Blue star]
  - 5m Wellhead Setback - [Red dashed circle]
  - 100m Wellhead Setback - [Purple dashed circle]
  - Altalink Notification Area - [Green hatched area]

Figure 4

DRAWN BY	A. WINKLER	FILE NO.	P 531-01
CHECKED BY	R. POTRIE		

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Feature	Constraint	Opportunity
Riparian area	<ul style="list-style-type: none"><li>Intermittent seasonal water course</li></ul>	<ul style="list-style-type: none"><li>Provides natural drainage for the area</li><li>Provide wildlife corridor</li><li>Provide regional east/west regional pathway</li><li>Provides abundant open natural area across north boundary</li><li>Naturalized recreational park</li><li>Flood Mitigation</li><li>Regional Trail linkage</li><li>Attractive views for adjacent development</li></ul>
Active Pipeline & Electrical Transmission Right of ways	<ul style="list-style-type: none"><li>Licensees will not permit buildings to be constructed within them</li><li>AltaLink Setback (see Table 2 (ID#832 0928)</li><li>Sweet Gas Line (see Table 2 (ID#162 0093)</li></ul>	<ul style="list-style-type: none"><li>Abundant, uninterrupted north/south and east/west multi-use trail connections</li><li>Additional green space</li></ul>
Natural Topographic Low	<ul style="list-style-type: none"><li>Natural contours would need alterations to make an ideal building site</li></ul>	<ul style="list-style-type: none"><li>Storm water management facility (SWMF)</li><li>Open Space / Flood Mitigation</li><li>Potential shared amenity with future development west of CNASP</li></ul>
North Highway Connector Study	<ul style="list-style-type: none"><li>Limited access points to the surrounding area</li></ul>	<ul style="list-style-type: none"><li>Comprehensive planning of surrounding area ensures access points are most efficient location</li></ul>

Table 4 Development Opportunities & Constraints



Figure 5 Natural Areas & Green Space



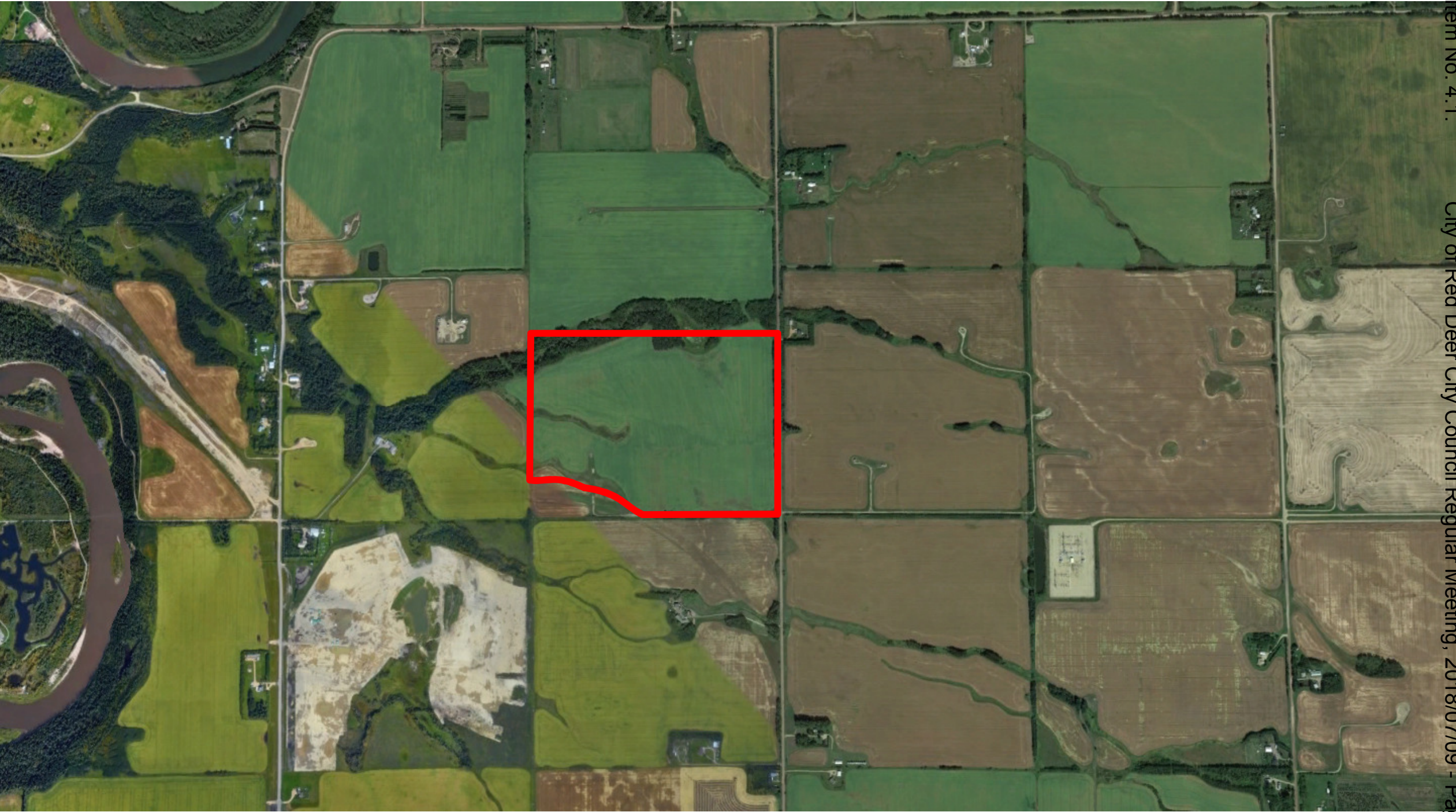


Figure 6 Aerial Photograph of Surrounding Area (Aerial Photograph taken 2015)



## 2. Plan Vision

### 2.1. Overview

The Plan envisions an estimated population of 1600 people<sup>2</sup> at full build out, with approximately 24,000 m<sup>2</sup> of commercial floor space that will be introduced when servicing becomes available. The agricultural history of the site is reflected in proposed landscaping, park amenities, infrastructure features and other urban design elements. Key highlights include:

- A compact community with a mix of densities and housing types
- District commercial services
- Prominent natural open space and recreational features
- An interconnected street network to promote walkability with in the neighbourhood



<sup>2</sup> Based on average of 2.33 residents per unit (Source: City of Red Deer Economic Development Strategy, July 2013, Urbanics Consulting Ltd.) and an anticipated 686 units

2.2. Illustrated Neighbourhood concept plan

The proposed neighbourhood plan design is focused on facilitating active transportation connections both within and adjacent to the neighbourhood. Refer to (Figure 10, Page 40.)

A district commercial area provides for the shopping & employment needs of residents, both locally and in the surrounding region.



A Mixed Use Commercial/Residential area is envisioned, allowing for ground-floor, locally orientated retail services and above-ground apartment-style residential unit. Separate freestanding residential and/or commercial buildings may also be allowed for as described in the Land Use Bylaw.



Single-family residential areas are a significant portion of the overall housing mix, allowing future opportunities for home-based businesses and secondary suites.



Preservation of existing natural areas provides a unique neighbourhood character.

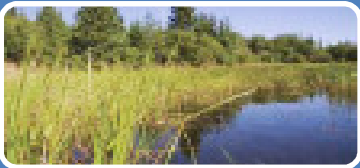


Collector road will offer multi-modal connectivity for pedestrians, cyclists and automobiles.



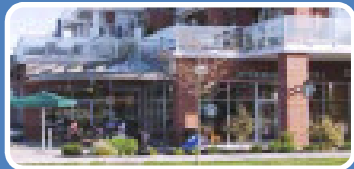
### 2.3. Sustainability & Neighbourhood Planning Principles

The CNASP aligns with the overarching principles in the City of Red Deer’s Neighbourhood Planning and Design Standards. The below list outlines how the CNASP is achieving these principles:



**Principle 1: Natural Systems and Ecosystem Enhancement**

- The proposed neighbourhood preserves a large existing natural area and the small watercourse contained within it.
- A naturalized development buffer will protect the existing natural area from the negative impacts associated with land development.



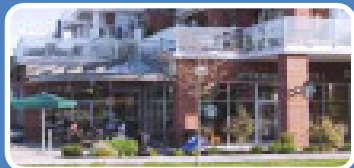
**Principle 2: Mixed Land Uses**

- A mixed ground-floor retail commercial / above-ground residential land use district is located in the south area of the CNASP.
- This district co-locates with a potential community amenity site and multi-family residential, alongside of commercial services.



**Principle 3: Multi Modal Choice**

- Multi-use trail network connecting parks, buffer areas and regional trail system.
- Residents will be within a max 5 minute walk (<400m) of key neighbourhood destinations via sidewalks and multi-purpose trails.
- Inclusion of bicycle facilities within Commercial areas will be encouraged so as to facilitate non-automobile travel choices.
- For 95% of residents, public transit stops are within 400m & community amenity sites are within 250m.



**Principle 4: Compact Urban Form & Density**

- Achieves an overall housing density of 19.23 dwelling units per net developable hectare or 8.0 dwelling units per net developable acre.





Principle 5: Integrated Parks & Community Spaces

- A variety of park sizes and types that are distributed throughout the neighbourhood. These parks range in size from the larger neighbourhood/community parks with amenities, to smaller parkettes that provide casual social “bumping” spaces and passive enjoyment of green space.
- Many green spaces are accessible by way of a public street on two or more sides and are integrated into the neighbourhood trail system.



Principle 6: Housing Opportunity & Choice

- A mix of single-family housing including compact to large lot , ground orientated , and multi-family options offer diversity and choice.



Principle 7: Resilient & Low Impact Neighbourhoods

- Optimized use of hard infrastructure requirements though efficient street & block design .
- Majority of lots allow for southern facing building orientation so as to utilize passive solar heating.
- Green infrastructure and building materials will be encouraged.
- Efficient use of infrastructure through exploring possibilities of shared water facilities with adjacent developments.



Principle 8: Safe & Secure Neighbourhoods

- Variety of community gathering spaces for social interaction within parks.
- Residential areas either directly or in close proximity to outdoor space via multi-use trails.
- "Eyes on the Streets" through provision of ground-orientated dwellings, multi-family balconies facing the street and well lit streets and parks.
- Emergency Services has rapid access to most destinations using inter-connected streets & minimal cul-de-sacs.



Principle 9: Unique Neighbourhoods

- The agricultural history of the site may be reflected in the street signage, interpretive signage within trails, and themed entrance features to the neighbourhood park.
- All of these elements will have a consistent theme that provides a sense of community identity and pride.

### 3. Land Use & Housing

#### 3.1. Overview

The East Hill MASP identifies the land use in the CNASP as primarily residential. In addition to residential development, the neighbourhood will feature:

- A mixed use commercial/residential area,
- A district commercial area,
- A significant natural area,
- A large amount of parkland.

Commercial and higher density land use districts are organized and located adjacent to a neighbourhood node so as to encourage and facilitate increased active transportation options.





## 3.2. Land Use Plan

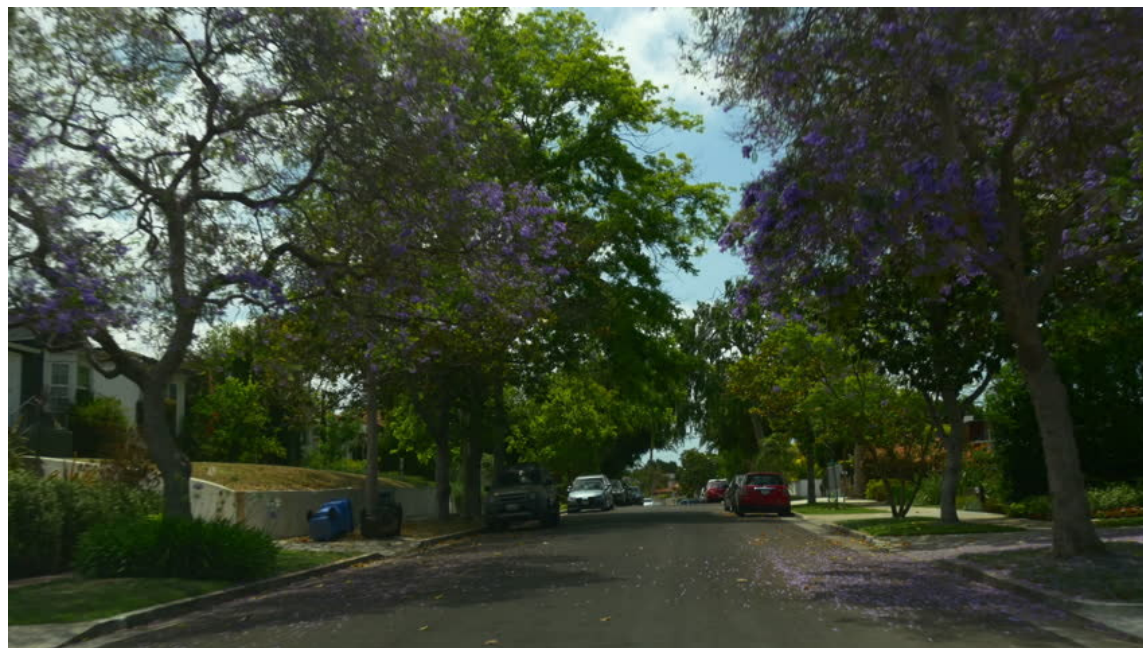
### 3.2.1. Residential – Low Density (R1)

#### DESCRIPTION

The R1 district features single detached dwellings situated on lots that vary in size, and will meet minimum requirements. Most lots will allow for either front or rear facing garages.

#### RATIONALE

Provides a “traditional” single-detached housing product that is a typical housing choice within the City of Red Deer. The close proximity to park spaces and commercial services provides residents with opportunities to enjoy alternative transportation choices to their local destinations or to other inter-community destinations via the regional pathway system.





### 3.2.2. Residential – Small Lots (R1G)

#### DESCRIPTION

The R1G district provides a transition between higher density housing and low density housing. The R1G district reflects low density single family development; however, it also incorporates a smaller lot size which accommodates an increased density.

#### RATIONALE

This land use provides an affordable alternative to those seeking the living space associated with low density, providing a greater variety of single-detached options. This will further the diversity of housing stock within the CNASP, encouraging opportunities for economically diverse lifestyles families and life phases.





### 3.2.3. Residential - Semi Detached (R1A)

#### DESCRIPTION

Accommodation for a more flexible range in housing density, consisting of single-detached or semi-detached dwellings.

#### RATIONALE

Provides flexible alternatives for home owners that also allows for greater control over density transition within the CNASP. Located either adjacent or within close proximity to transit stops.





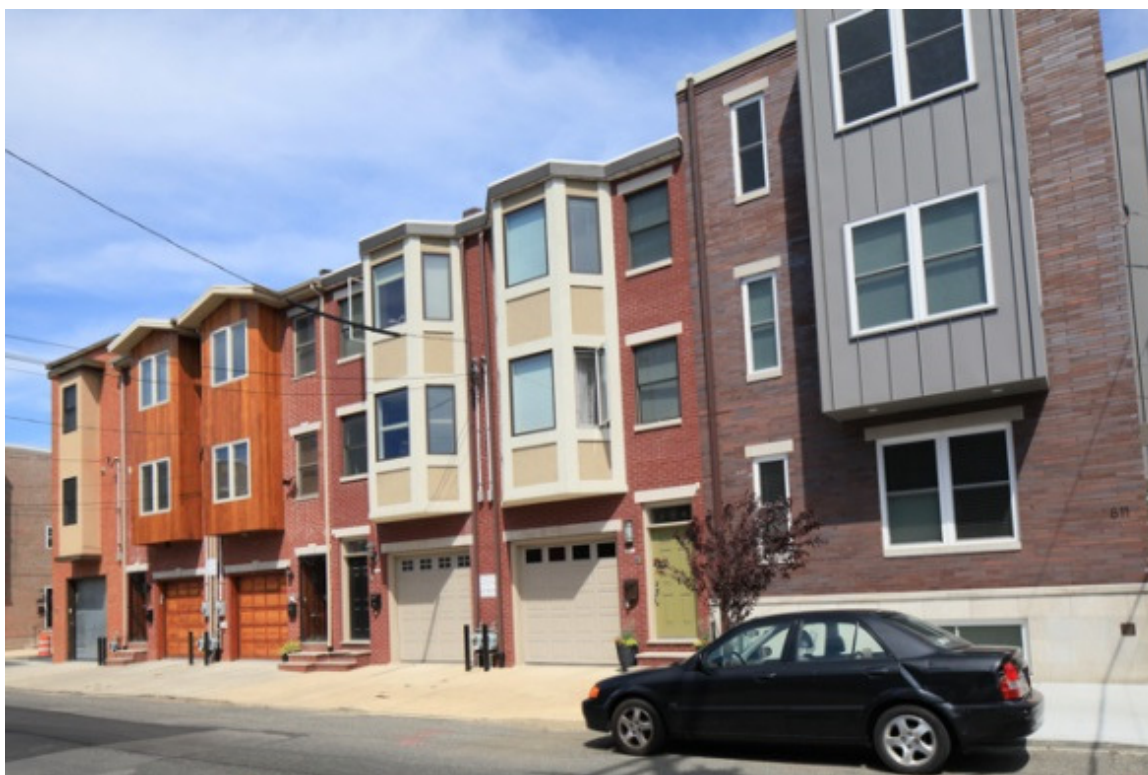
### 3.2.4. Residential Medium Density (R2)

#### DESCRIPTION

This land use allows for a range of housing types, ranging from single-detached, to multi-attached and multiple family.

#### RATIONALE

These areas buffer the denser commercial and multi-family districts from the lower density areas. The range of housing forms that are allowed for with the R2 district will allow for greater flexibility in finding the appropriate density transition both in density and visual transition.



## R2 and Commercial Interface:

A portion of the residential medium density land is adjacent to the commercial mixed use land, as such, this area will require special care during the development process. To minimize potential visual impacts of these two land uses there are a number of tools available to developers including but not limited to:

- Transition of building size and scale:
  - Development within the R2 and C5 interface should be similar in size and scale. Development within the C5 district can increase in size and scale accordingly the further it is from the R2 district.
- Enhanced Architectural Standards:
  - All R2 development backing on to commercial should have rear yard enhancements. These homes will be fronting onto the collector road as well as backing onto the public commercial area. Both front and rear yards must be held to a high architectural standard, providing elements that enhance the small town theme of the CNASP community.
  - Development within the C-5 district adjacent to the residential should also provide a frontage with enhanced architectural and landscape features.



3.2.5. Residential Multiple Family (R3)

DESCRIPTION

Accommodates multi-attached and multiple family housing types that can be anywhere from 2-4 storeys in height and average to 85 dwelling units per net developable hectare. This land use represents the highest density of housing within the CNASP area.

RATIONALE

These more intensive land uses will be located adjacent to the district commercial, mixed use commercial centers, and the residential collector roadway. The intent is to create an intensified activity node that is transit-supportive and encourages alternative modes of transportation.





### 3.2.6. The Mixed Use Commercial District

Mixed use commercial will be located along the south boundary of the CNASP, north of the Northland Drive Expressway. This area may be anchored by a grocery store and contain or host a mix of retail and commercial services. The area will be a popular destination for business and residence due to the:

- Visibility at the entrance to the neighbourhood,
- Surrounding higher density residential land uses,
- Proximity to transit and pedestrian pathways, and
- Adjacency to the residential collector road

In addition to larger stores, the area will also consist of smaller ground floor retail bays intended to service those living in the above-ground residential units as well as the surrounding neighbourhood. The types of commercial uses available within these bays are those that may be more appropriate within a pedestrian oriented area, including but not limited to smaller restaurants, drinking establishments, or live-work office units. Separate freestanding residential or commercial buildings may also be allowed as described in the Land Use Bylaw.

To ensure compatible and appropriate density transition between the mixed-use commercial zone and the adjacent R2 developments, design considerations outlined in section 3.2.4 should be followed. Site and building design for this area will be guided by the City of Red Deer Land Use Bylaw.





3.2.7. Open Space

DESCRIPTION

The CNASP includes a large natural riparian area that extends along the northern boundary of the CNASP and will be protected through an Environmental Reserve (ER) dedication and naturalized development setbacks. Numerous park spaces will be available through Municipal Reserve (MR) dedication, providing a range of small parkettes to large neighbourhood parks for residents to enjoy. The neighbourhood storm water management facility (SWMF) will be a wet pond featuring naturalized edges that will also serve as an additional park amenity. Regional trail linkages will be available on both sides of the arterial road as well as adjacent to Northland Drive and will be contained within the corresponding road right of ways.



RATIONALE

The natural area is a development constraint but also an opportunity to extend the regional trail system and provide a valuable recreational amenity to both the CNASP residents and the city as a whole. Similarly, the informal pathways within the active pipeline right of ways to provide safe and readily available pedestrian and cycling access to the Commercial District as well as the multiple family sites to the south.

The SWMF design will provide gradual and relatively shallow slopes. The shallow edges will also allow the bench areas to be naturalized, creating a home for wildlife and a beautiful recreational amenity for residents.





3.2.8. Community Amenity Sites

DESCRIPTION

This site will provide an opportunity for potential uses that fall into the categories of temporary care, assisted living, adult day care or day care facility, place of worship and other uses as proposed and approved by the City of Red Deer. Any potential development of the community amenity site will be guided by the City of Red Deer Land Use Bylaw.

The availability of the site shall be advertised through local print media and the City’s web site (public notices) and shall be held by the developer for a minimum of one year.

RATIONALE

The site is located adjacent to the neighbourhood park and the commercial district so that it is readily accessible via walking, cycling, transit or automobiles.



4. Land Use Area Calculations

The following table provides detailed information regarding the land use composition that will make up the CNASP neighbourhood. The community amenities identified are approximate in their location and their proposed size is a part of the commercial area calculations shown. The final configuration of individual lots will be determined at the time of subdivision. The SWMF areas (public utility lot) total size is determined through the Preliminary Storm Water Management Plan provided by Civil Engineering Solutions and shown in Figure 20, 21, 22(pages 61-63). The environmental reserve area is intended to include setback distance from the seasonal intermittent water course and slopes located on the north of the site.

Land Use Category / Component	Area (Ha)	% Net Dev. Area	# of Units
Gross Plan Area	46.04	-	-
Less: Environmental Reserve	3.76	-	-
Less: SWMF	1.57	-	-
Less: Major Streets (Arterial Road)	2.46	-	-
Less: Commercial Mixed Use District	4.21	-	-
<b>(Net) Developable Plan Area:</b>	<b>34.04</b>	-	-
<b>Residential Land Use</b>			
Low Density (R1)	10.02	-	216
Semi-detached Dwellings (R1A)	.94	-	31
Small Lots (R1G)	1.65	-	43
Medium Density (R2)	1.78	-	62
Multiple family (R3)	3.19	-	271
Community Amenity Site	0.54	-	-
<b>Subtotal Residential:</b>	<b>18.12</b>	-	<b>623</b>
15% for secondary suite (R-1) +32			+32
(If CAS reverts to R3 .54x85 unit per Ha) +45			+45
<b>Total Residential:</b>			<b>700</b>
<b>Open Space</b>			
Municipal Reserve (MR)	4.55	10.8%	-
Public Utility Lot (PUL)	1.80	4.7%	-

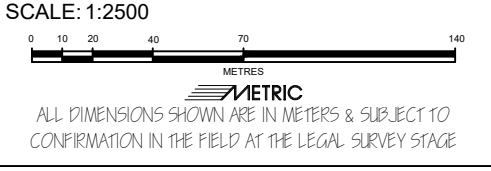
Environmental Reserve (ER)	3.76	8.2%	-
<b>Transportation</b>			
Collector Streets	2.1		
Local Streets	6.2		
Lanes	1.2		
<b>Roads &amp; PUL</b>	<b>Area (Ha)</b>	<b>%</b>	
Gross Plan Area	46.04	-	
Less: Environmental Reserve	3.76	-	
<b>Net Plan Area (Gross-ER) for MGA section compliance</b>	<b>42.27</b>	-	
Allowable Area for Roads & PUL	12.68	-	
<b>Actual Area of Roads &amp; PUL (Exclude Expressway)</b>	<b>11.95</b>	-	
<b>Density</b>	<b>(du)</b>	<b>Area (ha)</b>	<b>Density (du/ha)</b>
Scenario 1 (Base) – Total Residential Less Mixed Use	655	34.04	19.24

Table 5 Land Use Calculations

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PLAN SHOWING  
Land Use Calculations

AFFECTING  
Ptn. of 35-38-27 W4M



- Legend**
- Multi-Use Path (Waskasoo) -
  - Existing Pipeline -
  - Subject Property -
  - Potential Transit Stops -
  - Well -

Statistics				
Land Use	Ac.	Ha.	%	Units
RI	24.76	10.02	22	216
RIA	2.31	0.94	2	31
R2	4.39	1.78	4	62
CAS	1.34	0.54	1	0
RIG	4.08	1.65	4	43
R3	7.88	3.19	7	271
C5	10.40	4.21	9	0
MR	11.25	4.55	10	-
ER	9.28	3.76	8	-
PUL	4.45	1.80	4	-
SWMF	3.89	1.57	3	-
Roads	23.41	9.47	21	-
Arterial Road	6.07	2.46	5	-
Total	113.52	45.94	100	623

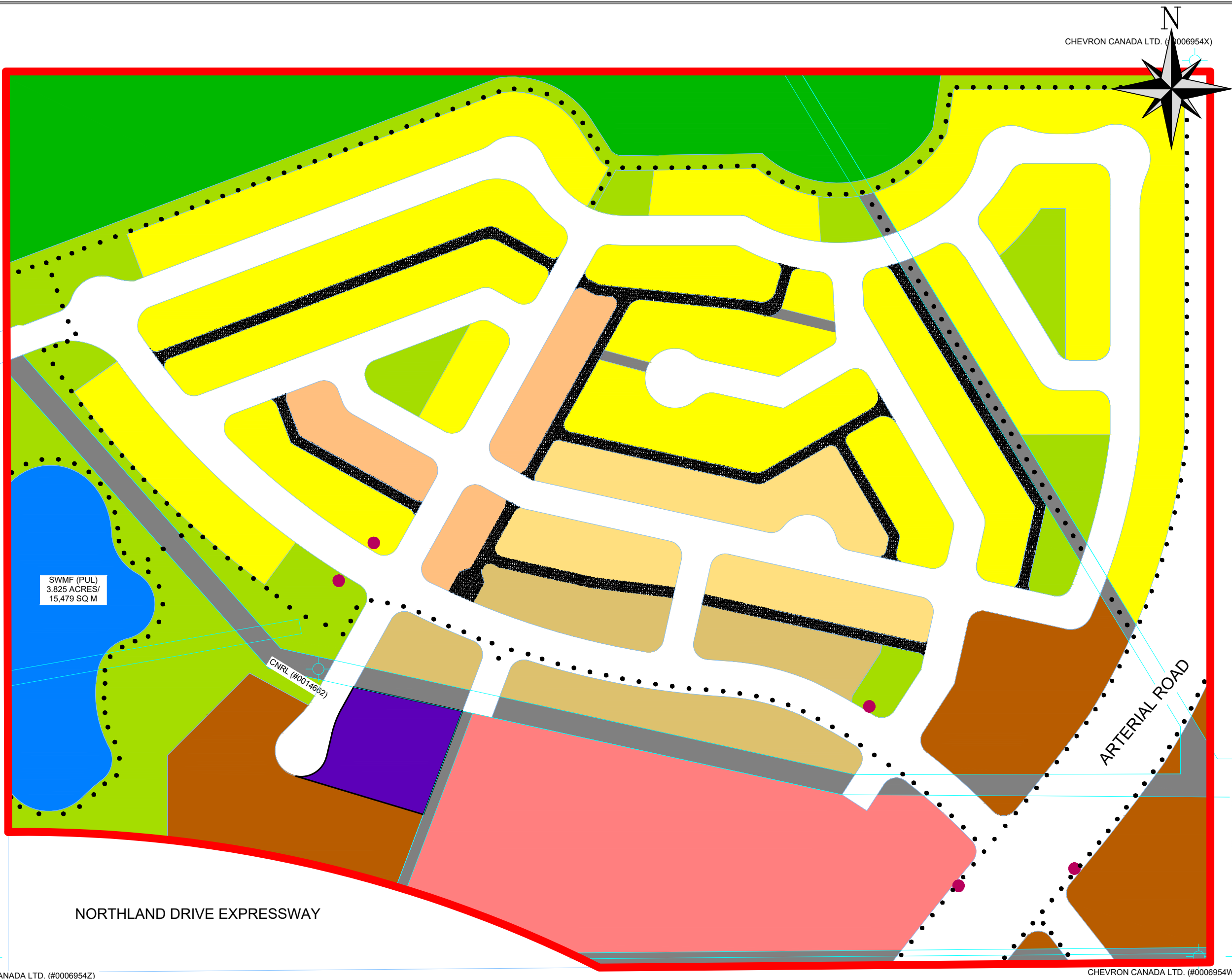
Figure 7

DRAWN BY		DATE	FILE NO.
A. WINKLER		Jan 05/18	P 531-04
CHECKED BY		DATE	
R. POTRIE		Jan 05/18	

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## 4.1. Housing Types & Density

The overall intent of the land use designations is to provide a range of options to residents within a neighbourhood. Residents should have access to different housing types, recreation, and commercial or institutional amenities within a neighbourhood. Land use designations also help to regulate the location of uses to ensure compatibility and appropriate transition. This CNASP ensures that future growth will create great communities as well as address key development constraints. In the event of a conflict between the CNASP and the Land Use Bylaw, the Land Use Bylaw shall apply. All development will meet building code requirements.

### 4.1.1. R1 Residential Low Density



These areas focus on lower density residential uses which consist primarily of single-detached dwellings. A multitude of lot configurations will promote efficient site design within each lot and minimize impermeable surfaces. Market conditions and consumer preferences at the time of development will guide the specific mix of residential housing forms.

#### Appropriate Housing Types:

- Housing types in this district could include bi-level, bungalow or two-storey. Design of any single family homes should consider a high level of architectural detail in particular to minimize the impact of the front garage.

#### Walk-Out Basements

- Homes located on slopes or along open spaces are often designed with walk-out basements. These types of homes are typically designed with a deck off the main floor, and a door to the backyard from the basement. Walk out basements appeal to a variety of residents for a variety of reasons including an increased amount of natural light in basements making the space more livable, the ability to have bedrooms in the basement with full size windows and increased air quality/reduced moisture.

#### Secondary Suites

- Secondary suites are self-contained dwelling units located inside single detached dwellings. These suites have a separate entrance either from a common area or outside. Secondary suites are an increasingly popular and make housing more affordable both for the renter and the home owner.
- As per the City of Red Deer Land Use Bylaw, the maximum for any neighbourhood is 15% of the total detached dwelling units. All homes with secondary suites will require additional parking as per the Land Use Bylaw.

**Height:** up to 2 storeys

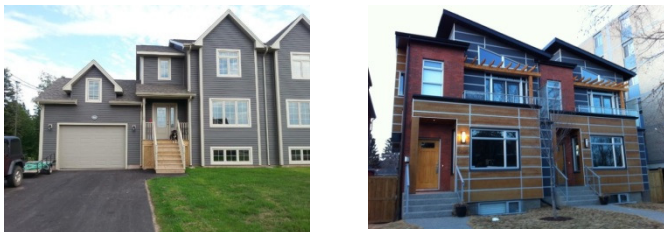
**Access:** Collector road, local road and/or lane, as applicable.

**Parking:** As per the City of Red Deer Land Use Bylaw, a minimum of two on-lot parking spaces will be provided per home and this is likely to be accomplished by use of the garage and/or driveway. Additional parking may be available on-street





#### 4.1.2. R1A Residential Semi-Detached



This district will accommodate either semi-detached or single-detached housing, depending on market demands. The flexibility of housing types will provide suitable options for those who either prefer a smaller dwelling or those that are seeking affordable alternatives to conventional single family homes.

**Appropriate Housing Types:**

- Housing types in this district could include bungalow, bi-level, or two storey semi-detached housing. These units may or may not include front garages.

**Height:** up to 2 storeys

**Access:** Collector, Local road & Lane

**Parking:** As per the City of Red Deer Land Use Bylaw, two on-lot parking spaces will be provided per home and this is likely to be accomplished by use of the garage and/or driveway. Additional parking may be available on-street.

**Secondary Suites:** As per the City of Red Deer Land Use Bylaw, secondary suites are a listed use in this district.

#### 4.1.3. R1G Residential Small Lot



This district will provide smaller single-detached housing with mandatory front-attached garages. The intent is to provide more affordable options for those who desire a traditional single family home, which could include young families seeking “starter” homes or professionals seeking a balance between home size versus time need for upkeep.

**Appropriate Housing Types:**

- Housing types in this district could include Bi-Level or Two Storey.

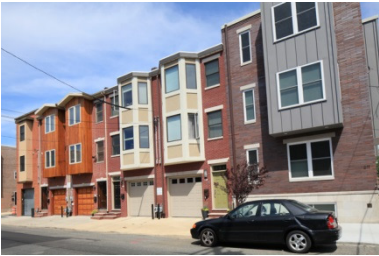
**Height:** up to 2 storeys

**Access:** Local road & lane

**Parking:** As per the City of Red Deer Land Use Bylaw, two on-lot parking spaces may be provided per home and this is likely to be accomplished by use of the garage and/or driveway. Additional parking may be available on-street.

**Secondary Suites:** As per the City of Red Deer Land Use Bylaw, secondary suites are not permitted in these areas.

4.1.4. R2 Residential Medium Density



Appropriate Housing Types:

- Housing types in this area may include single family dwellings, semi-detached structures, multi-attached, or multiple family buildings.

**Height:** Ranging from 1 to 3 storeys

**Access:** Collector, Local Road & Lane

**Parking:** Requirements vary depending on the type of unit constructed. As per the City of Red Deer Land Use Bylaw, all parking must be provided on-site.

**Secondary Suites:** As per the City of Red Deer Land Use Bylaw, secondary suites are a listed use in this district.

**Enhanced Architectural Controls:** Enhanced Architectural Controls in the CNASP will be located in areas where houses back on to Municipal Reserve or commercial areas. This housing will have entrance from the public road to the house. In the rear of the house there will be improved architecture controls as the public has visual access to the rear of the home as well. This type of design is commonly used in homes where the home highlights public viewing of the area behind the house. These homes have two front facades in that both the front and rear sides face public areas and as such, both are constructed with a high standard of architectural design. Enhanced architectural controls will be located in areas where a park is adjacent to housing to encourage the use of public park space as well as extend the outdoor amenity area of each home. This style of housing appeals to a variety of residents including those who enjoy the visual access to the open space along their property.



Housing backing onto public space



#### 4.1.5. R3 Residential Multiple Family



The R3 district provides a higher density housing type. These multi-storey units would be the most compact and potentially affordable of the housing within the CNASP. Housing units are sited and orientated to front onto the street. These higher density residential areas in conjunction with the pedestrian orientated streetscapes, and adjacent commercial services form a transit-supportive node. This will encourage the use residents active transportation options:

##### **Appropriate Housing Types:**

- Apartment Style
  - Shared entries, hallways, and often building amenities such as fitness centres or hot tubs.
- Multiplex buildings
  - Range from 4 to 18 units and share no common spaces: all units have separate entries and utilities.
- Row housing
  - Three or more attached units which do not overlap one another and have shared common walls from foundation to roofs.

**Height:** 2 to 4 storeys

**Access:** Collector, local road & lane

**Parking:** All parking will be determined by the types of units constructed; however, all will be located on-site as per the City of Red Deer's Land Use Bylaw. The primary access to the R3 sites will be via an internal roadway network; however, front street access will be provided for pedestrian and visitor use.

**Secondary Suites:** As per the City of Red Deer Land Use Bylaw, secondary suites are a discretionary use for detached dwelling units within the R3 district.

4.1.6. C5 Commercial (Mixed Use) Area



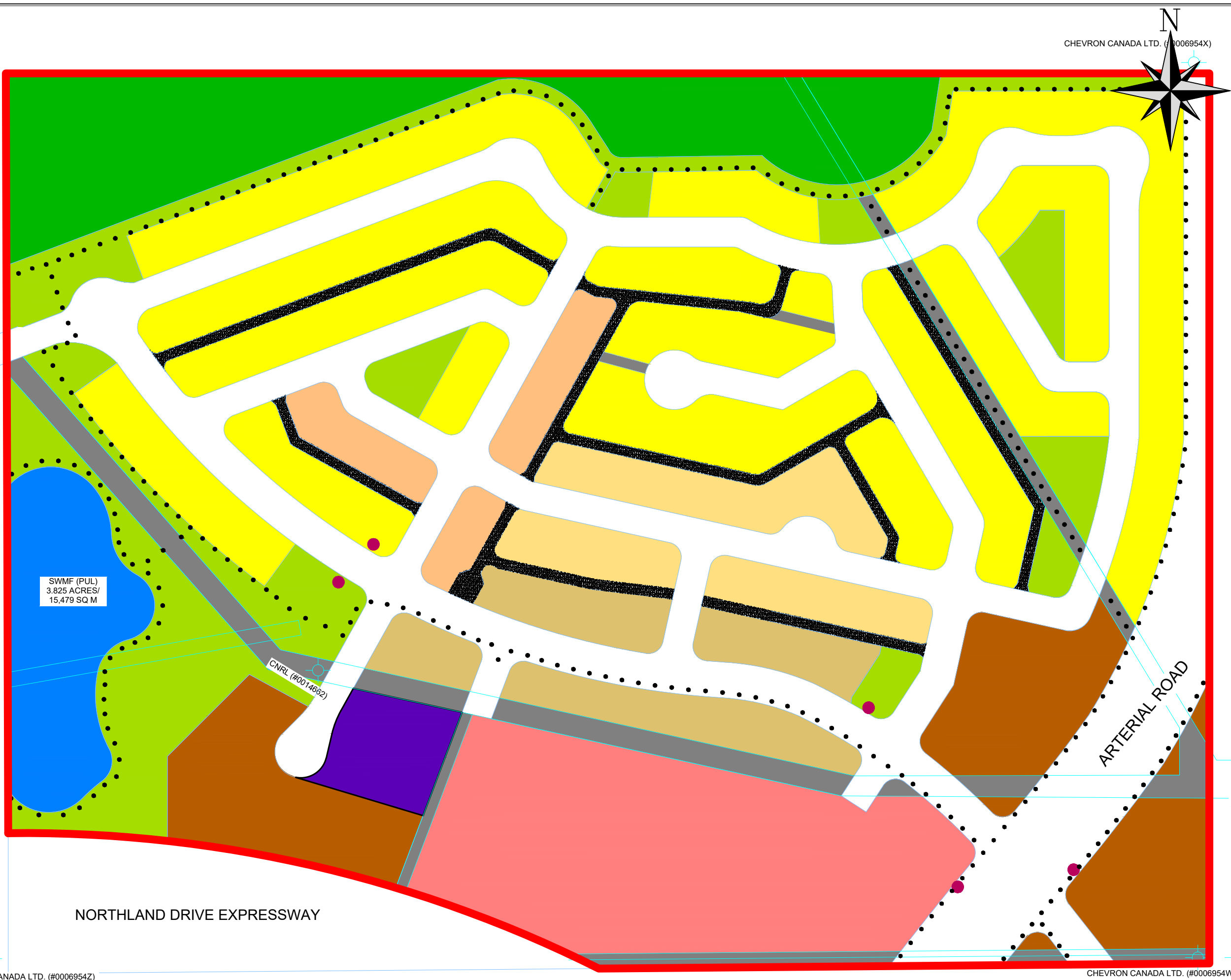
This land use will have a mix of commercial and residential uses in the context of a sustainable, healthy, and pedestrian focused neighbourhood. Ground floor retail or limited office uses are envisioned with residential uses above. Separate freestanding residential or commercial buildings may also be allowed for as described in the Land Use Bylaw. Residents will benefit from the nearby community orientated commercial uses, the pedestrian-orientated environment, and the other benefits provided by a transit-supported and active transportation-friendly node.

**Access:** Collector road

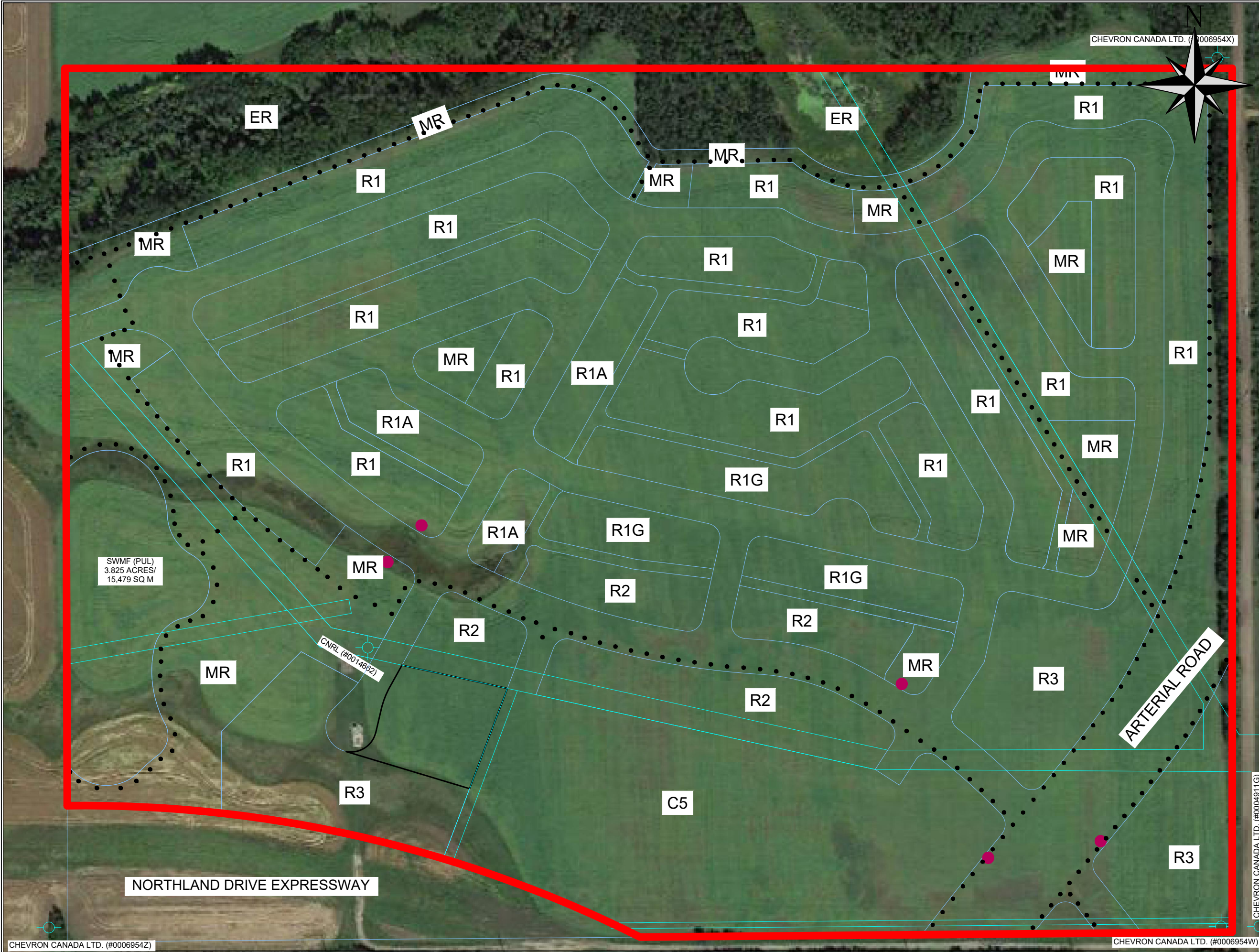
**Height:** Buildings are envisioned to be 2 to 3 stories to fit the vision of the CNASP.

**Parking:** Parking requirements will be determined at the development permit application stage when details about building(s) become available. Parking requirements will be subject to the Land Use Bylaw.









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PLAN SHOWING  
Land Use (Existing Context)

AFFECTING  
Ptn. of 35-38-27 W4M

SCALE: 1:2500

0 10 20 40 70 140

METRES

METRIC

ALL DIMENSIONS SHOWN ARE IN METERS & SUBJECT TO  
CONFIRMATION IN THE FIELD AT THE LEGAL SURVEY STAGE

**Legend**

Multi-Use Path -  
Existing Pipeline -  
Subject Property -  
Potential Transit Stops -

Figure 9

DRAWN BY	A. WINKLER	DATE	Dec 12/17	FILE NO.	P 531-04
CHECKED BY	R. POTRIE	DATE	Dec 12/17		

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Item No. 4.1.1 - City of Red Deer City Council Regular Meeting, 2018/07/09 - Page 90

CAD FILE: SP 8.1.dwg





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1625183 Alberta Ltd.

PLAN SHOWING  
Illustrated Concept Plan

AFFECTING  
Ptn. of 35-38-37 W4M

SCALE: 1:2500

0 10 20 40 60 80 100 120 140  
METRES

ALL DIMENSIONS SHOWN ARE IN METERS & SUBJECT TO  
CONFIRMATION IN THE FIELD AT THE LEGAL SURVEY STAGE

- Legend**
- R1 Lots -
  - RIA Lots -
  - R2 Lots -
  - R3 Multi-Family -
  - Community Amenity Site -
  - C5 Mixed Use -
  - Amenity Site -
  - Tree -
  - Playground -
  - Multi-Use Path (Waskasoo) -

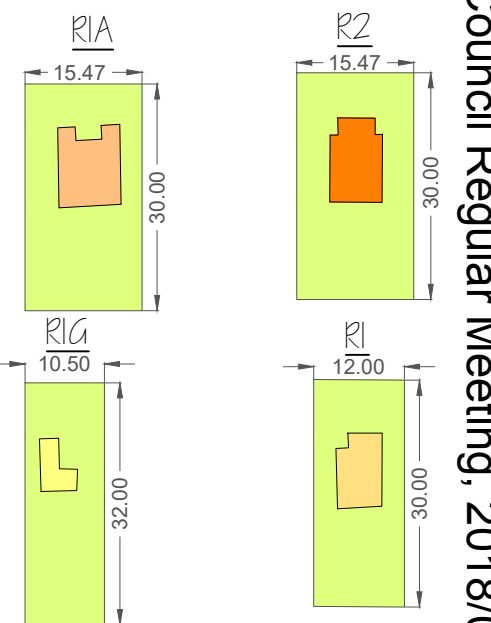


Figure 10

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CHECKED BY	R. POTRIE	DATE	Dec 15/17		

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This figure is conceptual and only for illustrative purposes only



## 5. Green Network and Community Facilities

### 5.1. Overview

The CNASP will feature plentiful open space and green areas that are distributed throughout the CNASP so that they are accessible to all residents. Regional pathway connections will be provided within the natural area along the northern boundary, as well as to the pathway that is to extend along the Northland Drive south boundary. Parks and playgrounds will be designed with universal access principles in mind, ensuring that people with varying abilities can have easy access to them. (Figure 10 (page 41))

Fencing of parks, green space or gathering spaces may be utilized where it is necessary to prevent direct access to sensitive environmental areas or unsafe conditions and to prevent encroachments.

Greenspace	Total Parcels	Area (Ha)
Neighbourhood Park	1	2.16
Parkettes	6	1.15
Natural Area (ER)	1	3.76
Linear Parks	2	2.57
<b>Total</b>	<b>10</b>	<b>9.64</b>

**\*\*These calculations include (1.4 Ha) of PUL land \*\*** small discrepancy due to rounding



Table 6 Greenspace



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PLAN SHOWING  
Green Network Plan

AFFECTING  
Ptn. of 35-38-27 W4M

SCALE: 1:2500

0 10 20 40 70 140  
METRES

METRIC

ALL DIMENSIONS SHOWN ARE IN METERS & SUBJECT TO  
CONFIRMATION IN THE FIELD AT THE LEGAL SURVEY STAGE

- Legend**
- Multi-Use Path -
  - Potential Playground -
  - Linear Park -
  - Parkette -
  - Large Park -
  - Environmental Reserve -
  - 5m Wellhead Setback -
  - 100m Wellhead Setback -
  - Well -
  - Subject Property -

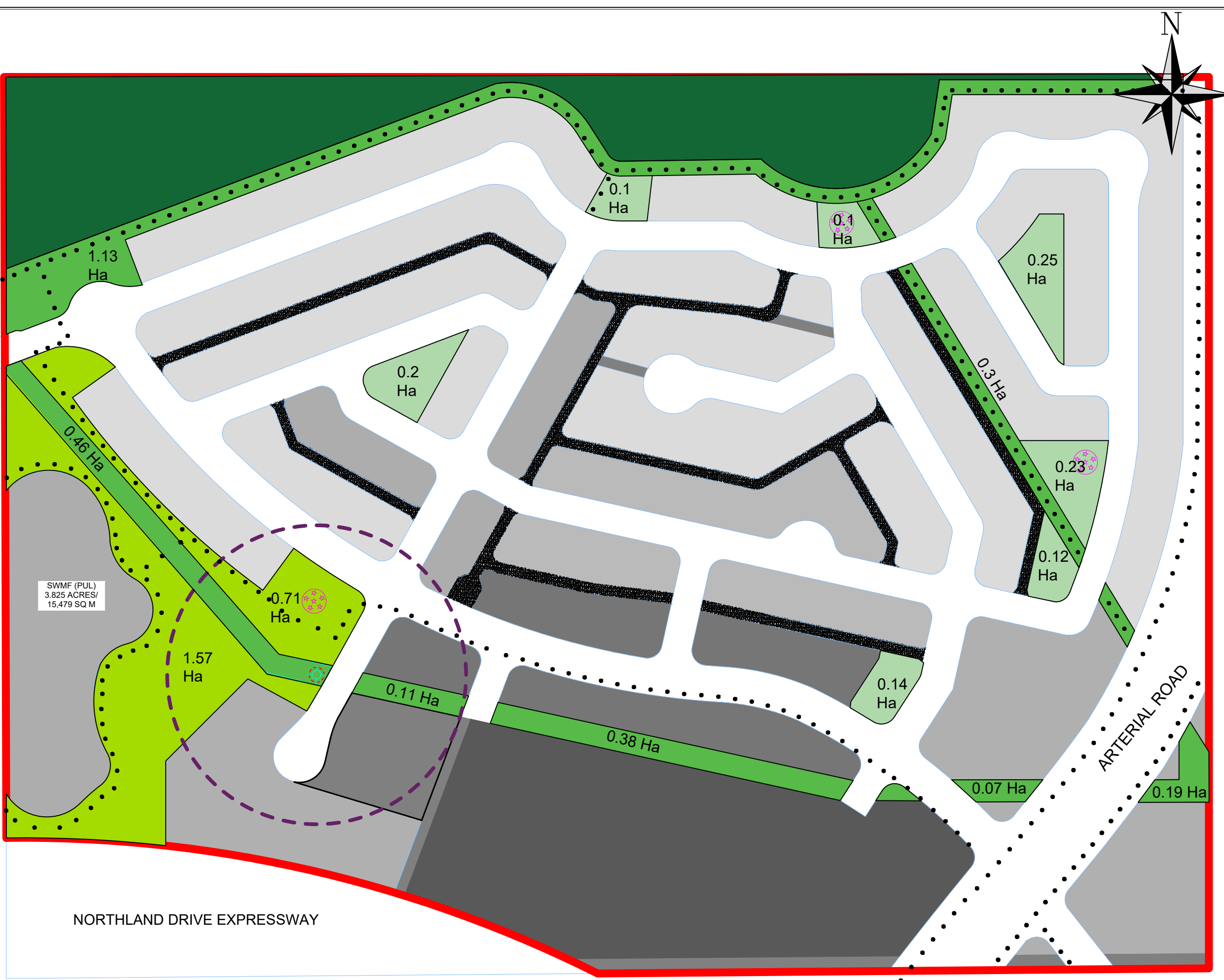



Figure 11

DRAWN BY		DATE		FILE NO.	
A. WINKLER		Dec 12/17		P 531-04	
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## 5.2. Greenspace Types & Amenities

### 5.2.1. Neighbourhood Park



**Definition:**

- These parks are intended to provide space for both active and passive recreation. Formal recreational amenities such as sporting & play areas will be provided.

**Proposed Amenities:**

- Children playground, sitting areas, picnic sites and parking area. Also accommodates informal play and potential gardening site(s), where possible.

**Size:**

- 2.78 Hectares & (6.9 Acres.)

**Location:**

- The CNASP features one neighbourhood park.

### 5.2.2. Parkettes



**Definition:**

- Small green spaces that provide opportunities for 'bumping spaces' and passive enjoyment of green space.

**Proposed Amenities:**

- Children's playground/informal play, sitting area, community gardening site.
- Formal recreation amenities will be provided.

**Size:**

- 1.15 Hectares(2.8 Acres.)

**Location:**

- The CNASP features 6 parkettes, spread throughout so as to provide all residents with easy access to green space.



### 5.2.3. Linear Park



#### Definition:

- Green spaces integrated into street network and trail systems to increase open space and opportunities to gather, play, and recreate within neighbourhoods.
- Linear parks provide connections between large/regional parks or nodes.

#### Proposed Amenities:

- Paved multi-use trails and pedestrian links allow both pedestrians and recreational cyclists safe connections throughout the park system.

#### Size:

- The CNASP will contain 1.71 Hectares (4.2 Acres) of linear park.

#### Location:

- Found in the northern and eastern section of the CNASP.

### 5.2.4. Natural Environment Area



#### Definition:

- Green spaces provide conservation of habitat and visual appeal.

#### Proposed Amenities:

- Trails, benches, & garbage cans.
- Paved multi-use trail allow both pedestrians and recreational cyclists safe connections to the surrounding regional and local trail system. The trail will be built according to the Waskasoo Trail standards.
- Trail amenities may include trail paving, benches or way finding signage. Any amenities within natural area will be designed and constructed so as to minimize disturbance of existing wildlife habitat and sensitive areas.

#### Size:

- 3.8 Hectares (9.3 Acres)

#### Location:

- Along the northern boundary of the CNASP.

## 6. Mobility & Connectivity

### 6.1. Overview

Transportation within the CNASP is organized around a network of local and lane roadways that connect to tree-lined residential collector roadway. The residential collector roadway provides access to Range Road 271, which the City of Red Deer intends to upgrade to an urban arterial road standard in the future. All destinations within the CNASP are accessible by way of either residential collector, local or lane roadways, including all neighbourhood and pocket parks as well as the commercial areas and community amenity sites.

The transportation network and interconnected streets are intended to encourage non-automobile modes of travel and provide passive recreational opportunities throughout the neighbourhood. With a primary focus on walking and bicycling modes, the Road Plan (Figure 13, Page 50) outlines how such active modes of transport would utilize both on and off street facilities (sidewalks, pedestrian links, multi-use trails and parks) to reach neighbourhood destinations. This plan also includes consideration for other modes of transportation that are more recreational in nature, which might include jogging, in-line skating, skateboarding, cross-county skiing and/or snowshoeing, by utilizing the network of trails and parks. (Figure 12, Page 49) This plan is consistent with the Mobility Playbook of the City of Red Deer.

The Arterial Roadway intersection alignment with Northland Drive is consistent with Option 3 of the North Highway Connector Study (2013). See Appendix 2

## 6.2. Pedestrian

As part of a broader travel system, walking as a form of travel is important as a way to get around on its own, but it is also an important part of transit use as well. Walking is encouraged through a combination of comfortable sidewalks with street trees and multi-use trails which will provide visual appeal as well as a sense of safety.



## 6.3. Bicycle

The bicycle is an important part of the neighbourhood transportation system. Cyclists will appreciate the grid-like street pattern that allows them to get to their destination faster. The regional multi-use trail system will provide cyclists not only with another recreational amenity but also the ability to commute over larger distances to city-wide destinations, encouraging a reduction of automobile dependency.

## 6.4. Transit

As Red Deer's population continues to grow, the CNASP residents will demand motorized transportation options to reach City-wide destinations. Transit is a strong option for those who are unable or would prefer not to drive an automobile. Future potential transit routes could be located along the main collector and arterial roads. The proposed transit stops will provide residents with a comfortable 5 minute walk (< 400m) to catch a bus. (See Figure 12, Page 49.) The Community Amenity Site is located near a potential bus stop. Street lighting will ensure that pedestrians and vehicle drivers can stay safe by easily seeing each other. This comfortable access to transit will encourage more usage and build ridership in the CNASP.





### 6.5. Automobile

The arterial, collector, local and lane roadways provide connectivity for automobile travel within and outside of the CNASP neighbourhood. Use of automobiles will likely dominate commuter travel to city-wide destinations. In addition to city-wide destinations, residents may also use automobiles for shopping trips to the commercial area given the need to transport potentially large goods back home. Safety on public roads may be increased through various methods to reduce driving speed, such as the use of roundabouts, streets trees, street lighting and pedestrian-traffic signals.





### 6.6. Traffic Calming

Calming traffic is an important part of a safe, accessible community. The provision of on-street parking along the collector road and placement of street trees will create the perception of a more-narrow road and drivers will react by reducing their speed accordingly. The predominantly short block lengths will create frequent roadway intersections which will also calm traffic. Traffic calming features within the CNASP may include:

- Pedestrian-activated traffic signals could be considered where the multi-use trail intersects with a road.
- “Street trees” to enclose roadways & encourage slower automobile traffic.
- “Bump outs” serve to facilitate street crossing for those with mobility impairments and benefit all residents by increasing neighbourhood walkability.
- Posted speed limit reductions could be considered.
- Appropriate measures to minimize and/or eliminate traffic using local roads to circumvent calming strategies.

Specific traffic calming needs and provisions will be further accessed within subsequent detailed designs.

### 6.7. Access Restrictions

Residential lots that are adjacent to the collector roundabout (located in the northwest corner of the CNASP) may be restricted from having front access to the road. If a lot is located within this restricted area, a rear laneway would be required to provide the necessary access. Final determination of which lots are within this restricted area will be subject to a detailed design of the roundabout.

Properties that back onto northeast side of the Conserve Pipeline right of way (in the plans NE) may not have access to the lane.

Table 6 Transportation Typologies

Typology	Location	User Experience	Accessibility & Integration	Safety
Pedestrian	Sidewalks, trail, pedestrian links	Local destinations, recreational	Connected with primary destinations and adjacent neighbourhoods & trail systems	Traffic calming measures, crosswalks, street trees
Bicycle	Regional multi-use trails, bike/automobile lanes on collector & local roads	Local destination, commuter, recreational	Connected with primary destinations and adjacent neighbourhoods & trail systems	Multi-use trail system
Transit	Stops located along collector road near important locations	Destinations outside the neighbourhood, commuter	To major transportation exchanges	Stops within short proximity to key neighbourhood amenities, lighting, accessibility
Vehicle	Arterials, collectors, local and lanes	Commuter	To arterials and city-wide destinations	Narrow local & collector roads, pedestrian traffic-signalling, street lights

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Mobility Concept Plan

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Ptn. of 35-38-27 W4M

SCALE: 1:2500

0 10 20 40 70 140  
METRES

METRIC

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CONFIRMATION IN THE FIELD AT THE LEGAL SURVEY STAGE

**Legend**

Multi-Use Path -

Potential Transit Stops -

Proposed Transit Path -

400m Radius -

Subject Property -



Figure 12

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A. WINKLER		Dec 12/17		P 531-04	
CHECKED BY		R. POTRIE		Dec 12/17	

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CAD FILE: SP 8.1.dwg



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1625183 Alberta Ltd

PLAN SHOWING  
Road Plan

AFFECTING  
Ptn. of 35-38-27 W4M

SCALE: 1:2500

0 10 20 40 70 140  
METRES

METRIC

ALL DIMENSIONS SHOWN ARE IN METERS & SUBJECT TO  
CONFIRMATION IN THE FIELD AT THE LEGAL SURVEY STAGE

- Legend**
- Potential Transit Stops -
- Lanes (7m) -
  - Local (20m) -
  - Collector (24m) -
  - Arterial (60m) -
  - Express Way -
  - Subject Property -

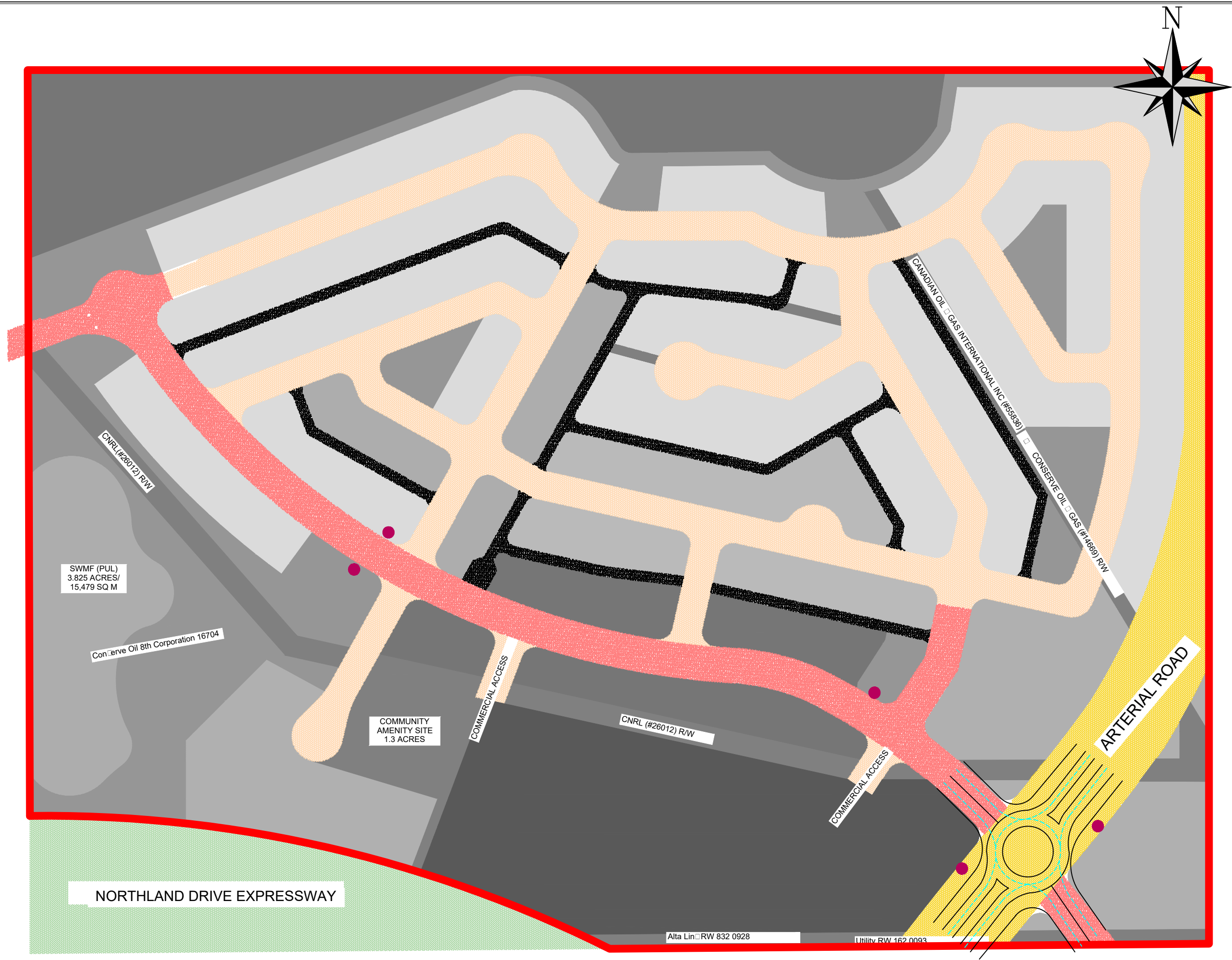


Figure 13

DRAWN BY		DATE		FILE NO.	
A. WINKLER		May 28/18		P 531-04	
CHECKED BY		R. POTRIE		May 28/18	

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### 6.8. Divided Arterial

Intent:

Carry large volumes of all types of traffic moving at medium to high speeds. These roadways serve the major traffic flows between the principle areas of traffic generation and connect to rural highways and collectors. The urban arterial facilitates connections to city wide destinations.

City of Red Deer Standard design featuring:

<ul style="list-style-type: none"><li>• 60m Right of Way</li><li>• 5m Raised Centre Median</li></ul>	<ul style="list-style-type: none"><li>• 8.4m Carriageway</li><li>• 3m Sidewalk</li></ul>	<ul style="list-style-type: none"><li>• Berm and Trees on both sides (berms not required adjacent to commercial district)</li><li>• Street lights on both sides</li></ul>
--	--	---

### 6.9. Berms

Berms will be built on either side of the Northland Drive and the unnamed Arterial roadways to minimize visual and acoustic impact of traffic from adjacent developments. These berms will be consistent to that found elsewhere along main arterials. Berms may not be required adjacent to non-residential areas.

### 6.10. Undivided Residential Collector

Intent:

Provide vehicle, transit and pedestrian access to residential areas, as well as collect incoming and outgoing traffic from the surrounding local roads, channelling it to specific access points along the arterial road network. All collector roads allow parking lanes and sidewalks available on both sides of the street. Street trees enhance pedestrian comfort and safety.

City of Red Deer Standard design featuring:

<ul style="list-style-type: none"><li>• 24m Right of Way</li><li>• 12m Carriageway</li></ul>	<ul style="list-style-type: none"><li>• Sidewalks on both sides (2.5m &amp; 1.5m, respectively)</li><li>• Street trees within boulevards on both sides</li></ul>	<ul style="list-style-type: none"><li>• Street light on one side only</li></ul>
--	--	---



6.11. 10m Residential Undivided Local

Intent:  
Provide vehicle, transit and pedestrian access to residential blocks that are not located alongside a collector road. Local road traffic, both incoming and outgoing, is funneled onto collector roads, which provide access to the surrounding transportation network.

City of Red Deer Standard design featuring:

<ul style="list-style-type: none"><li>20m Right of Way</li><li>10m Carriageway</li></ul>	<ul style="list-style-type: none"><li>1.5m Sidewalks (both sides)</li></ul>	<ul style="list-style-type: none"><li>Street trees within boulevards on both sides</li><li>Street light on one side only</li></ul>
--	---	--

6.12. Lanes

Intent:  
Facilitate rear yard servicing without disrupting the sub-surface ground conditions where roadways will be located. Lanes also provide alternative access for residential lots. Lanes are intended to service automobile traffic but, subject to Land Use Bylaw requirements, could also act as the primary access for residential lots if secondary suites were to be introduced in the future.

City of Red Deer Standard design featuring:

<ul style="list-style-type: none"><li>7m Right of Way</li><li>6.6m Carriageway</li><li>0.2m Separation between Carriageway and Property Line</li></ul>	
--	--

### 6.13. Waskasoo Trails

The Multi-Use Trail system shown in (Figure 11 (pg 42)) will be constructed to the Waskasoo trail design standard, outlined within the City of Red Deer Trails Master Plan. The Red Deer regional trail system will extend through the CNASP, namely:

- Along the south side of the environmental reserve.

(See Figure 14)

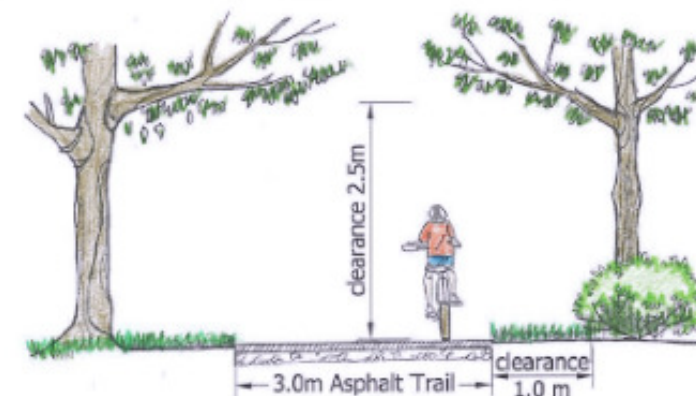


Figure 14 Waskasoo Trail Design Standards

### 6.14. Neighbourhood Trail

In conjunction with the regional trail system, the internal trails within the CNASP provide many pedestrian and cycling opportunities. The internal trail system extends through the neighbourhood park and provides several options for north/south connectivity. As described in the City of Red Deer Trails Master Plan, the internal trail system will be constructed to the neighbourhood trail design standard.

(See Figure 15)

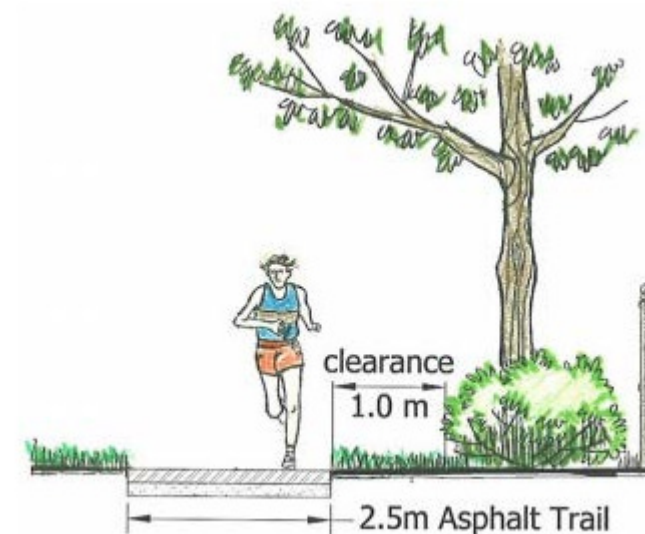


Figure 15 Neighbourhood Cross Trail

## 7.0. Neighbourhood Design & Character

### 7.1 Overview

The CNASP's overall character is a result of the combination of the existing natural area to the north and the area's rich agricultural history. The heart of the neighbourhood is located around the neighbourhood node comprised of the district commercial, mixed use commercial, high density residential and park space near the entrances to the CNASP.

To balance the intensity of development densities in the neighbourhood, land uses have been located to provide an appropriate transition from higher to lower densities. Starting with the highest density area near the entrance to the neighbourhood, there is a transition to lower densities associated with medium and semi-detached residential, ending with the lowest densities associated with small lot and low density residential.

The CNASP will feature an "Old Small Town Meets New" theme. The theme's aesthetic is accomplished through the use of brickwork, cornices and other design choices that capture a feeling of being in a small historic rural town but are otherwise surrounded by more contemporary design features. Use of recycled brick and other building materials in the construction of the more "historic" features will further bolster this theme. Similar patterns, colors and finishes will be used consistently throughout the neighbourhood, providing the connection between the "old" and "new" features, including street signage, interpretive signage along trails, and themed entrance gates to neighbourhood parks. All of these elements will provide a distinct sense of community identity and pride amongst residents.





## 7.2 Built Form & Public Realm

### “The District” –District Commercial

This area is envisioned as a locally orientate, mixed use commercial and residential area with an emphasis on providing attractive, welcoming, pedestrian streetscapes. Buildings will have a “small town” aesthetic, utilizing brickwork, window awnings and cornices to set the scale for the street whenever appropriate. The District will be pedestrian-accessible and be within a maximum of 5 minute walking distance from all residential dwellings within the CNASP.

Developers will be encouraged to have the retail and medical office units that front and open up onto the public street through the use of large windows and/or utilize sidewalk patios. Building height will be an important consideration in creating a great pedestrian experience but are ultimately subject to the requirements of the Land Use Bylaw (Figure 16)

Larger stores with adjacent broad parking areas will feature landscaped walkways that allow pedestrians a clear path in which to cross from one end of the development to the other with as little interaction with vehicle traffic as possible (Figure 18.) Development within this area will be visually appealing and encourage pedestrians to enjoy the journey rather than wish they’d brought their car on the shopping trip. Areas for pedestrian circulation will be clearly marked using different paving, concrete curbs, landscaping, and lighting.



**Figure 16 Encourage smaller retail and office outlets to front directly onto their parking stalls**



**Figure 17 Appealing street scape with wider sidewalks so as to make the pedestrian experience a**



**Figure 18 Pedestrian walkway islands ensure safety & comfort throughout larger parking areas**



### **7.3 General Building Design**

To create good street definition and a sense of enclosure, all residential buildings (except commercial dual exposure homes) will be located so that the front of the building faces the street, and entrance is accessible directly from the public sidewalk. Buildings with enhanced height, massing, building projections, architectural elements and/or public space will be integrated at corner lots or key intersections. Residential buildings will incorporate a range of architectural features and design details.

### **7.4 Entrance features to Natural Area / Regional Trail**

All entries into the natural park will have an entrance feature that provides information such as a trail map and any amenities that may be available. The entrance feature will adhere to the Waskasoo Park: Signage Identity Standards (2010). The entrance feature may be decorated and landscaped in such a way to reflect the native environment using landscaping material such as prairie tall grasses, native grasses, trees, and shrubs. Such a prominent entry feature also provides a clear sense of place to the user, differentiating the natural park from the smaller park spaces.

## 7.5 Neighbourhood Parks & Parkettes

The smaller scale of the neighbourhood parks is reflected in the simplicity of the entry feature signage. Signage that is constructed of wood or painted stone with vibrant colors conveys functional information while also providing a small town aesthetic for the users. A uniform signage design should be consistently used through the CNASP.

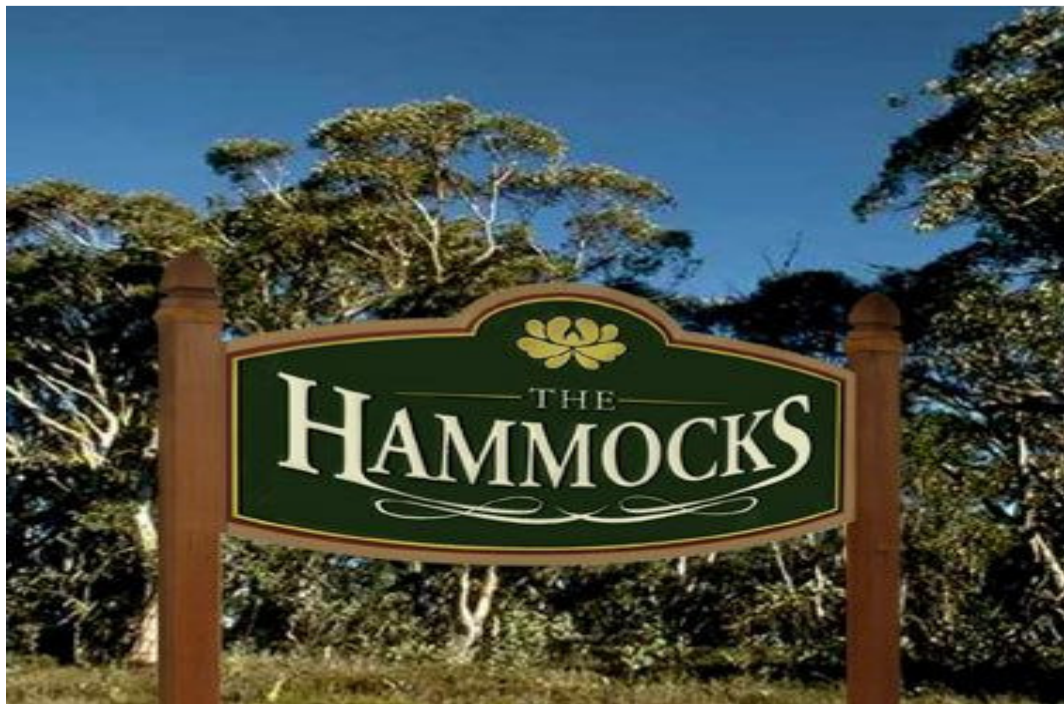


Figure 19 Suggested Entrance Feature into Neighbourhood Parks

## 8.0 Infrastructure & Servicing

### 8.1 Overview

The City's servicing infrastructure will need to be extended into the CNASP. This servicing is expected to come from trunks that are adjacent to the Northland Drive Expressway. The planning of new infrastructure will also take into account impacts on the environment, particularly from a storm water management perspective. The CNASP will also provide road access to land southwest of Section 35. The CNASP will comply with the recommendations listed in the City of Red Deer's Environmental Master Plan (EMP) goals (pages 3-4).

### 8.2 Water

Water servicing will be provided from the rear of most of the lots that have a rear lane or back onto open space. Lots that do not have a lane or rear-adjacent open space will be serviced from the front side, from the collector or local right of ways. This distribution system will tie into the main trunk line that will be located along the arterial road along the eastern boundary of the CNASP area. All water facilities will be designed in accordance with the City of Red Deer Engineering Design Guidelines and will become the responsibility of the City to maintain after the maintenance period. A preliminary design of the water distribution system needed to service the CNASP is shown in Figure 20 (pg 61). The overall goal of the water servicing plan will be in line with the City of Red Deer's EMP (Environmental Master Plan) to improve the quality of water resources and decrease water consumption (page 15 of EMP.)

### 8.3 Sanitary Sewer

The sanitary sewer collection system will be provided by way of underground pipeline laid primarily at the rear of all lots. The collection system will tie into the main trunk lines that will be located along Northland Drive. All sanitary facilities will be designed in accordance with the City of Red Deer Engineering Design Guidelines and will become the responsibility of the City to maintain after the maintenance period. A preliminary design of the sanitary collection system needed to service the CNASP is shown in Figure 21 (pg 62).



## 8.4 Storm Water Management Facility

This plan will accommodate future land development within the southwest of Section 35 through a shared storm water management facility (SWMF). The SWMF will manage storm water from both a major and minor drainage system. The minor drainage system will consist of a conventional piped drainage system designed with a gravity capacity for flows. The major system will consist of roadways, natural and man-made channels as well as property line easements designed to safely convey runoff accumulated from a 1:100 year event to the municipal storm water system via a wet pond located in the south west corner of the CNASP area. The CNASP's drainage plan will align with the East Hill Master Drainage Plan.

The aforementioned wet pond will be approximately 2.10 Ha (5.2 Acres) in size for 23,600 m<sup>3</sup> of storage and would be designed in accordance with the City of Red Deer Engineering Design Guidelines. Inlets to the pond are located along the north and east sides of the pond. The pond outlet is on the north side of the storm pond and overflows are released directly in to the intermittent stream in the north of the CNASP.

Prior to release, water quality is improved within the pond by settling suspended solids prior to the water entering the intermittent stream or city storm water system. The pond will be designed with an aquatic shelf, which is a shallow-water zone around the pond edges that will be planted with wetland vegetation. These shelves flood during storms. The aquatic shelf will be shallow to prevent the need for safety fencing as well as create an attractive visual amenity for park users. Combined the NASPs for the CNASP and future development within the southwest of Section 35 will need to provide a pond that is at least 1.05 Ha (2.59 Acres) in size. The SWMF, will become the responsibility of the City to maintain after the maintenance period. The shared SWMF servicing plan will be required during the detailed design stages. The SWMF servicing concept is shown in Figure 22(pg 63). The SWMFs purpose will be in line with the City of Red Deer's EMP to protect and enhance the terrestrial and aquatic health of the natural heritage system (page 15 of EMP.)





## 8.5 Shallow Utilities

Shallow utility services will be provided by the following companies:

- City of Red Deer Electric, Light and Power Department (Electricity and Streetlights)
- ATCO Gas (Natural Gas)
- TELUS Communications (Telephone)
- Shaw Cable (Cable Television)

Each lot will be serviced by an easement that will allow for various shallow utility servicing connections. The shallow utility alignments will be established by way of the detailed design that will be undertaken as part of the Development Agreement. The CNASP is presently within the Fortis Alberta Service Territory. The City of Red Deer Electric Light & Power will apply to have this service territory transferred to the City prior to new development starting. Power for the CNASP will be distributed underground from future City power lines proposed within the Northland Drive and 20 Avenue right of ways. Underground power distribution is expected to be predominately rear lane. Front street power servicing will be utilized for lots that lack a rear lane or where rear access is otherwise restricted. This servicing will be in line with the City of Red Deer's EMP to create vital compact communities that minimize negative environmental impacts (page 15 of EMP.)

## 8.6 Emergency Services

The City of Red Deer has relocated Emergency Services Station #4 to a new location within the Timberlands Neighbourhood to improve response times for residents in the Northeast. The station became operational in January 2017. Being located 4.7 kilometres from the CNASP the estimated response time is 7 minutes.

## 8.7 Waste

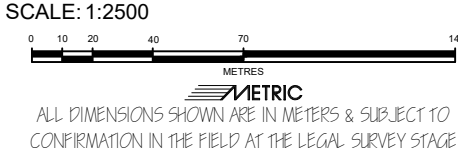
All waste services will be consistent with the City of Red Deer's Waste Management Master Plan. Commercial sites, multifamily sites, and the community amenity site will have waste collected by private contractors. All waste will be picked up from lanes except where lots are not serviced by a lane in which case front lot waste disposal will be provided. The overall goal of waste services will be in line with the City of Red Deer's EMP to decrease the amount of waste going to the landfill and increase waste diversion opportunities (page 15 of EMP.)

## 8.8 Energy Efficient Design Principles

Developers will be encouraged wherever possible to incorporate energy efficient designs such as; Water efficient faucets and toilets, solar panels, energy efficient lighting, energy efficient heating and cooling systems etc. These principles will be in line with the City of Red Deer's EMP to reduce energy use and move towards using renewable energy sources (page 15 of EMP.)



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1625183 Alberta Ltd  
PLAN SHOWING  
Water Servicing  
AFFECTING  
Ptn. of 35-38-27 W4M



- Legend**
- Water Servicing -
  - Outfall ( or Intake) -
  - End of Pipe -
  - 5m Radius from Well Head
  - 100m Radius from Well Head
  - Well Head
  - Subject Property -

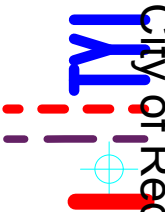


Figure 20

		DATE	FILE NO.
DRAWN BY	A.WINKLER	Dec 12/17	P 531-04
CHECKED BY	R. POTRIE	Dec 12/17	

**Planning Protocol 3 Inc**  
2922 3rd Ave NE  
Calgary Alberta T2A 6T7  
Phone: (403) 230-5522  
Fax: (403) 230-0336  
Email: rod@planningprotocol2.com  
Url: www.planningprotocol2.com



Coventry  
1625183 Alberta Ltd

PLAN SHOWING  
Sewer Servicing

AFFECTING  
Ptn. of 35-38-27 W4M

SCALE: 1:2500

  
METRES  
0 10 20 40 70 140

ALL DIMENSIONS SHOWN ARE IN METERS & SUBJECT TO  
CONFIRMATION IN THE FIELD AT THE LEGAL SURVEY STAGE

Legend

Sewer Servicing -  
Pipe Drains Both Ways -  
Outfall -  
End of Pipe ( or Intake) -  
Potential Sewer Servicing -  
Flow Direction -  
5m Radius from Well Head  
100m Radius from Well Head  
Well Head  
Subject Property -



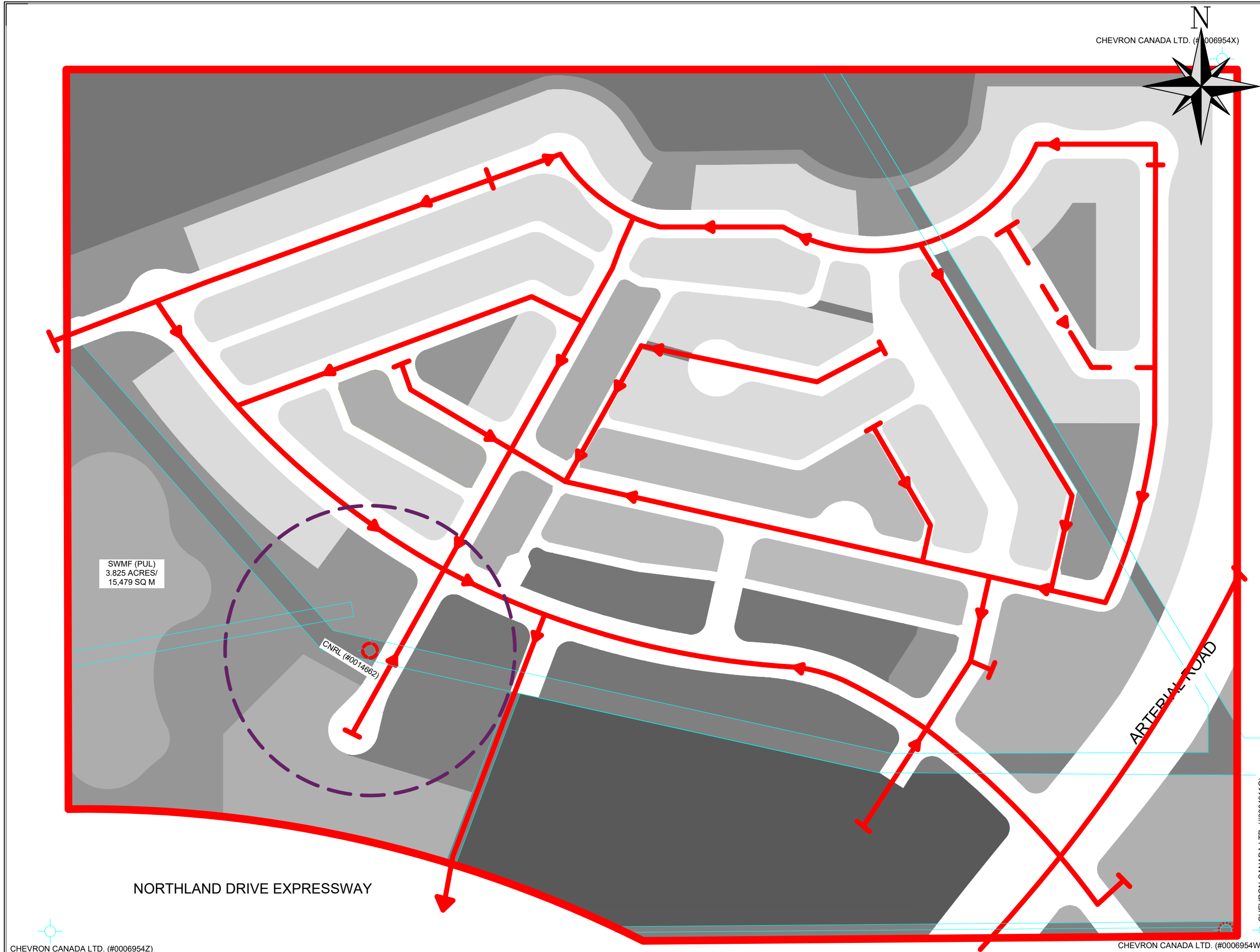


Figure 21

DRAWN BY	A. WINKLER	DATE	Dec 12/17	FILE NO.	P 531-04
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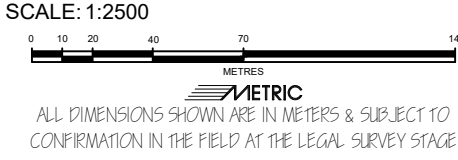
Planning Protocol 3 Inc

  
2922 3rd Ave NE  
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1625183 Alberta Ltd  
PLAN SHOWING  
Storm Drainage  
AFFECTING  
Ptn. of 35-38-27 W4M



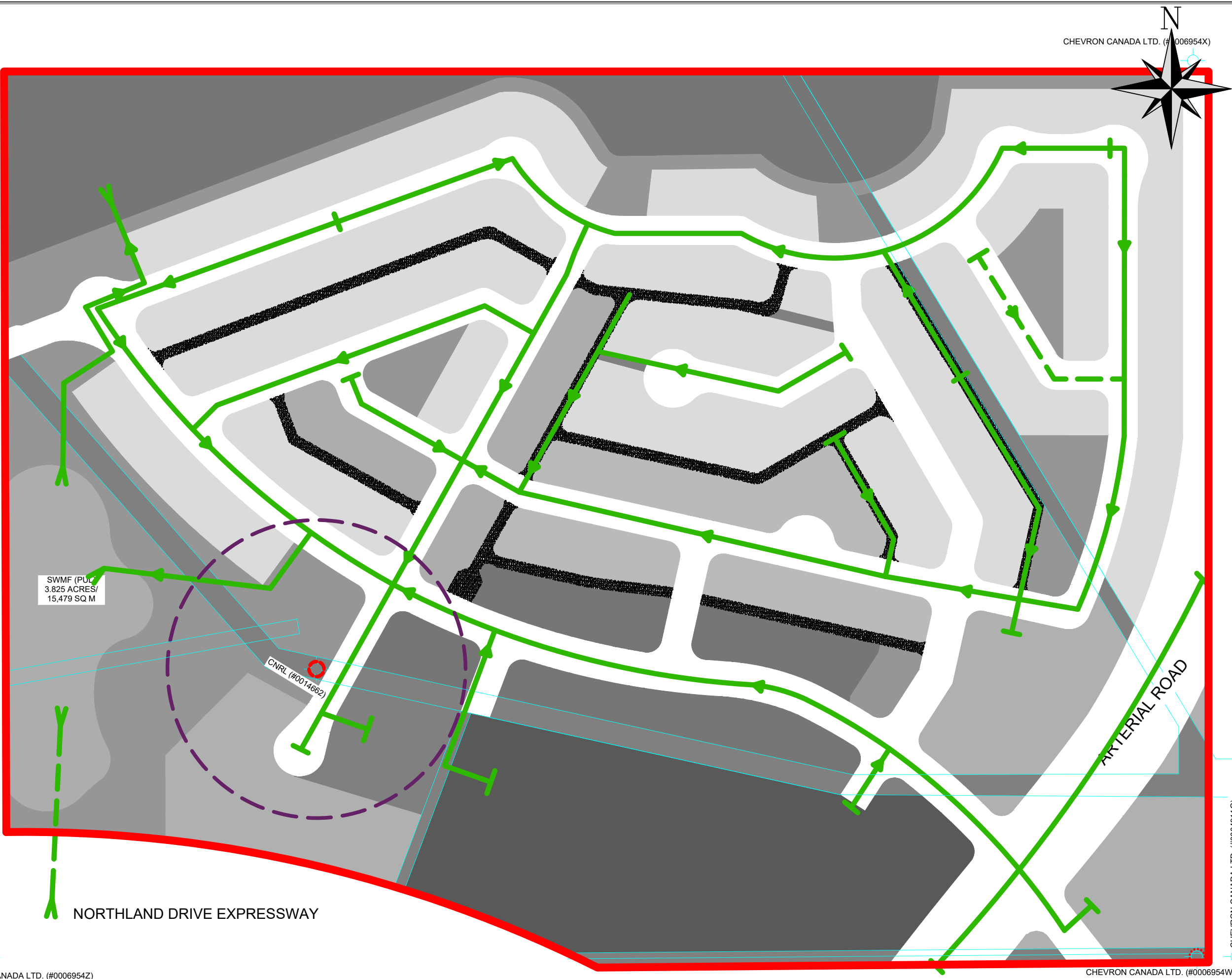
- Legend**
- Storm Drainage -
  - Pipe Drains Both Ways -
  - Outfall (or Intake) -
  - End of Pipe -
  - Potential Sewer Servicing -
  - Flow Direction -
  - 5m Radius from Well Head
  - 100m Radius from Well Head
  - Well Head
  - Subject Property -

Figure 22

DRAWN BY		DATE		FILE NO.	
A. WINKLER		Dec 12/17		P 531-04	
CHECKED BY		R. POTRIE		Dec 12/17	

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## 9.0 Development & Phasing

### 9.1 Phasing

Infrastructure servicing will be extended into the CNASP from the southern portion of the CNASP, excluding the commercial area and multifamily. The CNASP will be divided into five phases of development and will be implemented as follows:

- Phase 1 starts in the south section of the CNASP. It will introduce a variety of housing, such as R2-Medium Density and R1A Semi Detached housing and R3, commercial, as well as the neighbourhood park and naturalized storm water management facility. The arterial road upgrade and any relevant portions of the regional trail system will also be included as part of Phase 1.
- Phase 2 will include the introduction of R1-Low Density and R1G-Semi Detached lots.
- Phase 3 features predominantly R1-Low Density lots and some R1A.
- Phase 4 provides the remaining R1-Low Density lands and Parkettes, including the community garden space.
- Phase 5 will see R1 primarily and the multi-use trail features. All of the Natural Area along the northern boundary of the site will be included in this phase.
- Phase 6 features predominantly R1-Low Density lots and some R1A.

See Figure 23, Page 66

### 9.2 Redistricting and Subdividing

Redistricting and subdivision on applications will be undertaken as necessary so as to conform to the land use designations described in this CNASP. Applications must also align with the City of Red Deer MDP, the East Hill MASP, the Section 35 Multi-Neighbourhood Plan and the CNASP, redistricting and subdivision applications to The City of Red Deer Land Use Bylaw and other necessary informational requirements.

#### Plan Amendments

An amendment to this CNASP is required for any significant changes to the plan, including:

- Major shift in the location of community facilities
- Major shift between general land use categories (i.e. Residential to Commercial.)
- Major shift in infrastructure design or layout (i.e. roads, sanitary, storm and water services)
- Significant changes in other documents affecting planning and land use within the CNASP, such as a major amendment to the Section 35 Multi-Neighbourhood Plan or East Hill MASP

**Exceptions**

- Provided that the intent of the CNASP is maintained, a minor adjustment to proposed land use boundaries or roadway alignments may be made where necessary without an amendment. This will include the addition or deletion of lands, including public utility lots, which have been reviewed and deemed appropriate by the City.
- No amendments to the servicing concepts are required to reflect changes determined as a result of more detailed design work & servicing.
- No amendments to the overall development sequence are required as long as the overall intent is maintained.
- Minor adjustments to the road cross sections will not require an amendment.
- No amendments will be required to reflect minor changes to the MR & ER parcels.
- No amendment will be required for the changes to intersection design from roundabout to conventional intersection or vice versa.

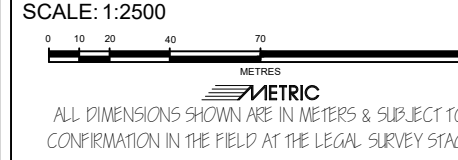
**9.3 Site Design**

The site design for all parcels within this CNASP area shall be reviewed and in compliance with the policies of this plan.

**10.0 Plan Interpretation**

This plan guides development within the CNASP area. Development applications will be required to align with applicable statutory plans and adhere to The City of Red Deer's Land Use Bylaw and the informational requirements necessary for such applications. Images shown in the CNASP have been incorporated for visioning purposes and are conceptual only and should not be used to identify exact locations or be considered an indication of what will be constructed.

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PLAN SHOWING  
Phasing Plan  
AFFECTING  
Ptn. of 35-38-27 W4M



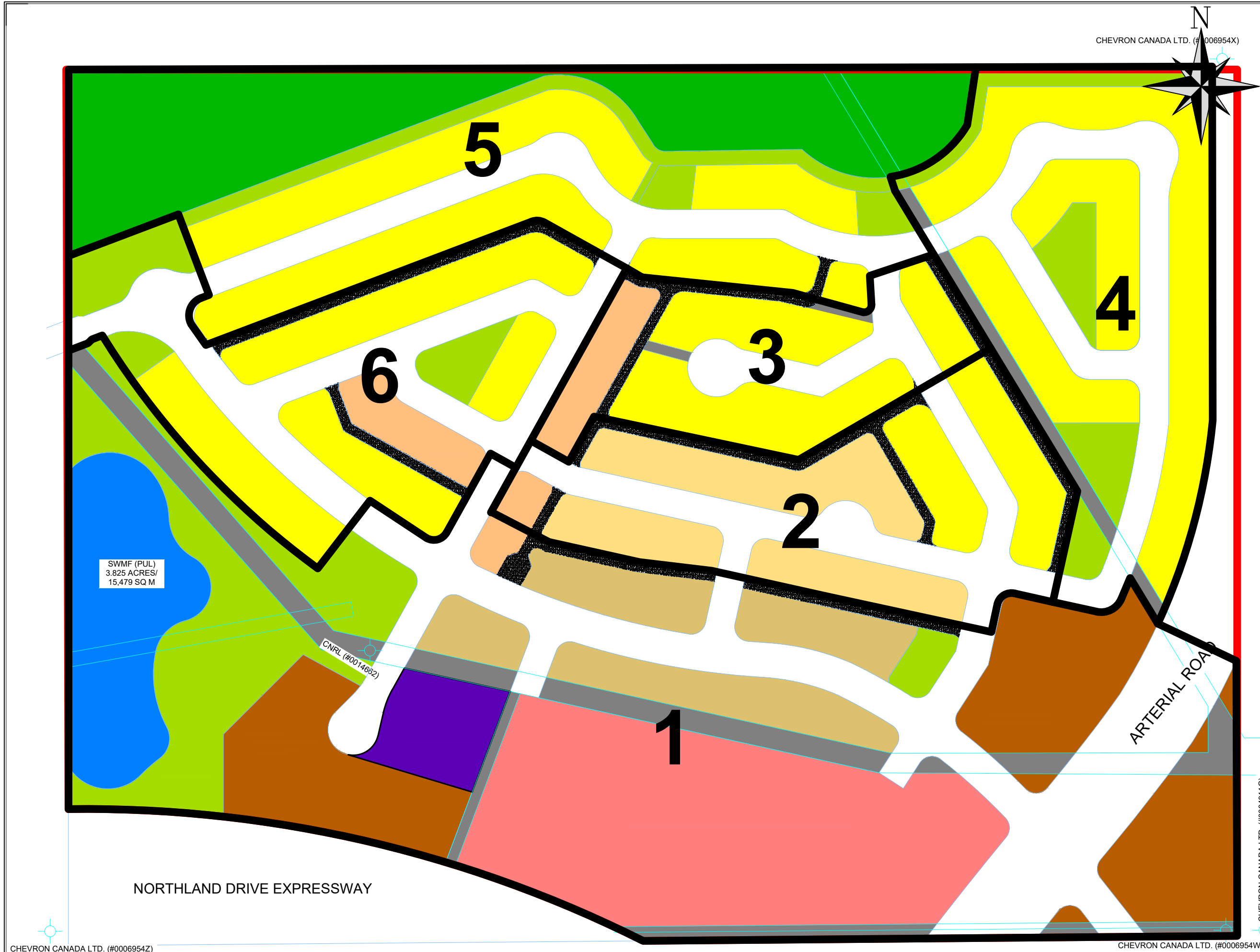
- Legend
- RI Lots -
  - RIA Lots -
  - R2 Lots -
  - RI6 Lots -
  - R3 Multi-Family -
  - C5 Mixed Use -
  - MR -
  - ER -
  - PUL -
  - SWMF -
  - Community Amenity Site (R3-Alternate Use) -
  - Community Node -
  - Existing Pipeline -
  - Phasing Borders -
  - Subject Property -



Figure 23

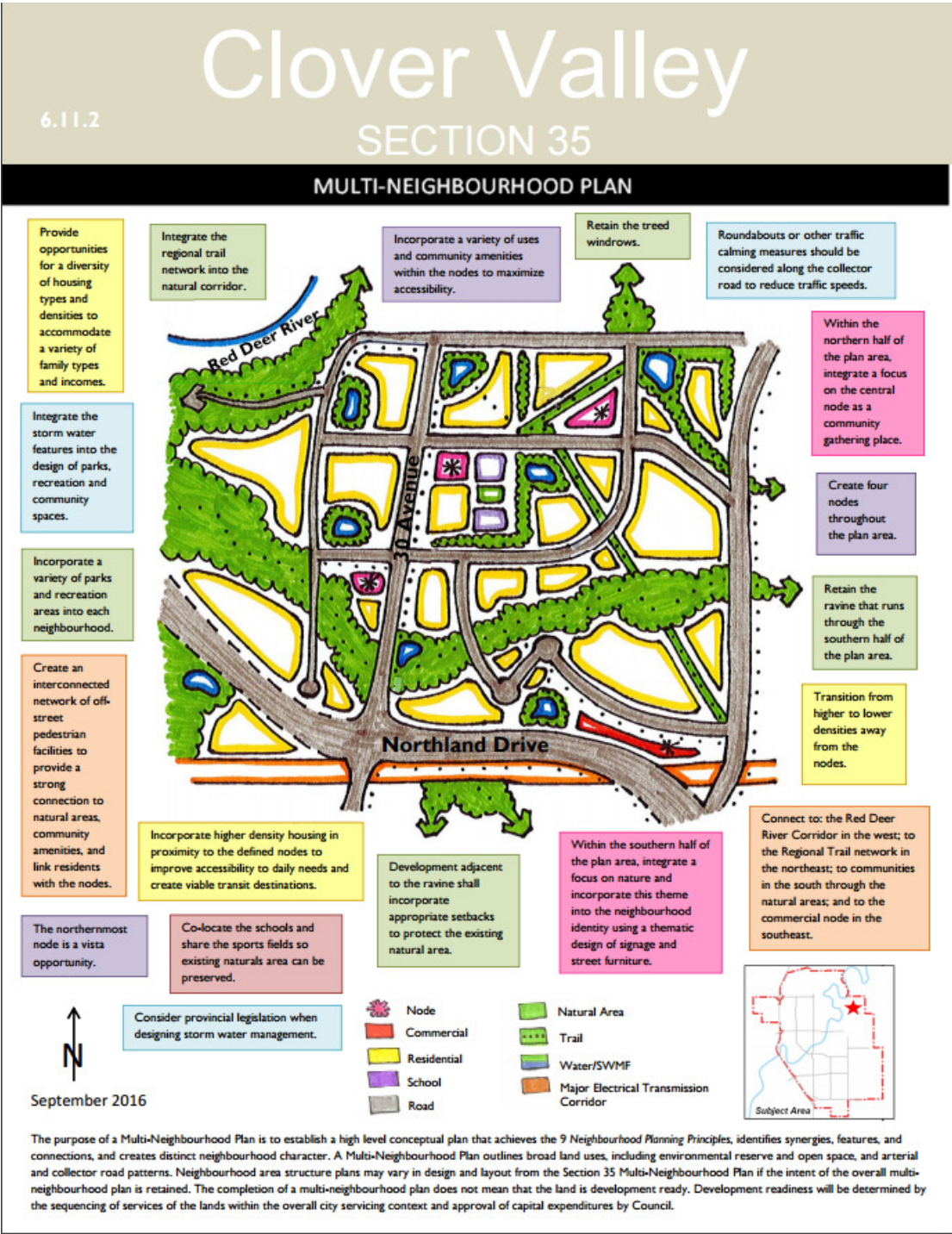
DATE			FILE NO.
DRAWN BY	A.WINKLER	Dec 12/17	P 531-
CHECKED BY	R. POTRIE	Dec 12/17	

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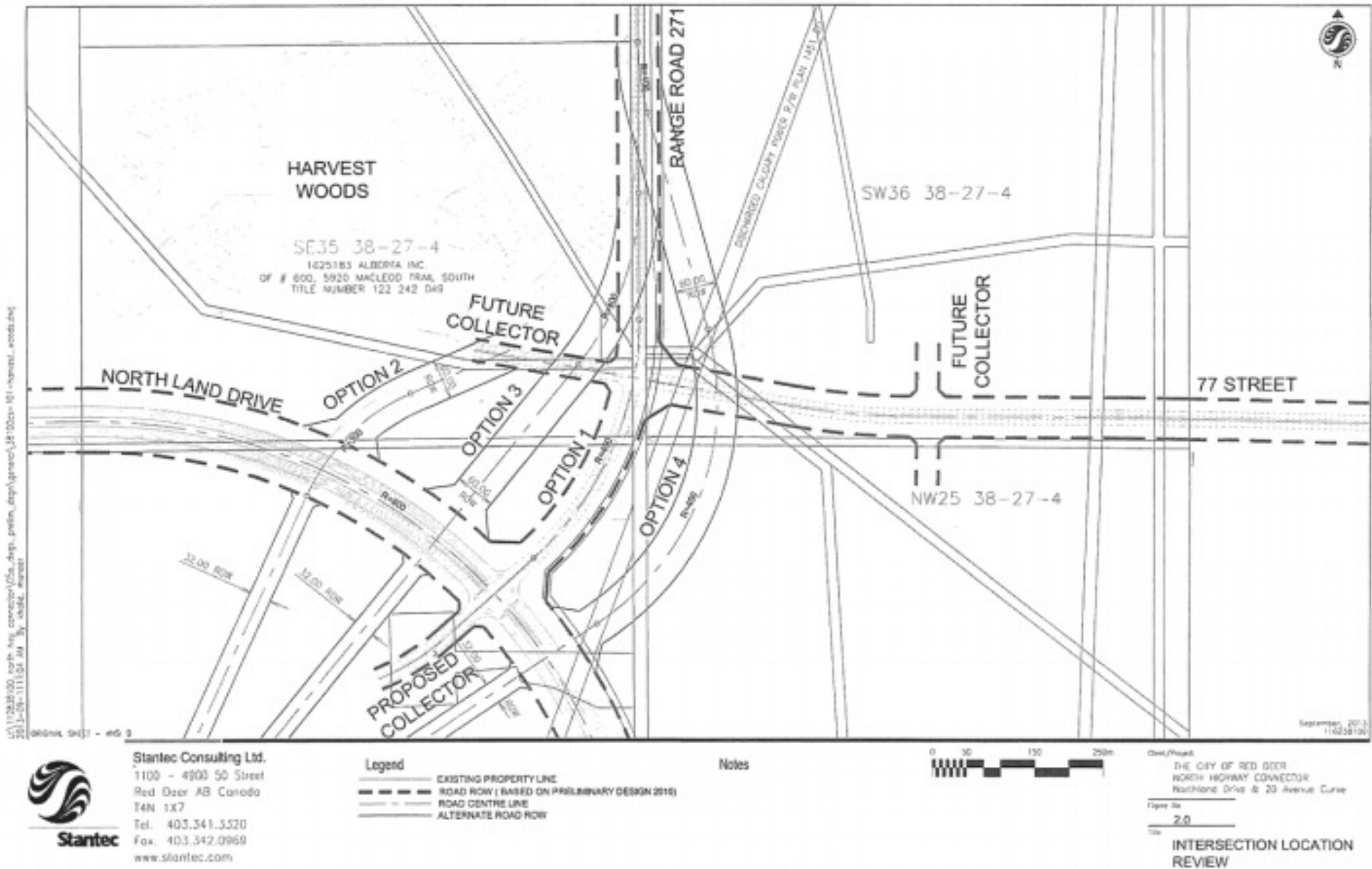
Appendix 1 – Section 35 Multi-Neighbourhood Design

The purpose of multi-neighbourhood planning is to explore synergies within a large land mass while providing an overall framework for how an area could develop in the future. Specific topics discussed include: Connectivity and road patterns, natural features for preservation, and the general location of land uses






Appendix 2 - North Highway Connector Study, Intersection Location Review (Stantec, September 2013)



Appendix 3 – HRA Approval

 Culture and Tourism

HRA Number: 4835-13-0030-002  
August 30, 2017

Historical Resources Act Approval

Proponent: 1625183 Alberta Ltd.  
2922 3rd Ave NE, Calgary, AB T2A 6T7

Contact: Ms. Rodney Potrie

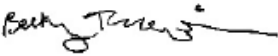
Agent: Planning Protocol 3 Inc.  
Contact: Angelina Winkler

**Project Name:** Coventry ASP

Project Components: Residential Subdivision  
Area Structure Plan / Outline Plan

Application Purpose: Notification of Change within Previously Approved Footprint  
Update to Project Name and/or Ownership

Historical Resources Act approval is granted for the activities described in this application and its attached plan(s)/sketch(es) subject to Section 31, "a person who discovers an historic resource in the course of making an excavation for a purpose other than for the purpose of seeking historic resources shall forthwith notify the Minister of the discovery." The chance discovery of historical resources is to be reported to the contacts identified within [Standard Requirements under the Historical Resources Act: Reporting the Discovery of Historic Resources](#).



Rebecca Traquair  
Regulatory Approvals Coordinator

Lands Affected: No New Lands

Proposed Development Area:

MER	RGE	TWP	SEC	LSD List
4	27	38	35	1,2,7,8

Documents Attached:

Document Name	Document Type
Land Use Plan	Illustrative Material

**STANDARD REQUIREMENTS UNDER THE *HISTORICAL RESOURCES ACT*:  
REPORTING THE DISCOVERY OF HISTORIC RESOURCES**

---

If development proponents and/or their agents become aware of historic resources during the course of development activities, they are required, under Section 31 of the *Historical Resources Act*, to report these discoveries to the Heritage Division of Alberta Culture and Tourism. This requirement applies to all activities in the Province of Alberta.

**1.0 REPORTING THE DISCOVERY OF ARCHAEOLOGICAL RESOURCES**

The discovery of archaeological resources is to be reported to Eric Damkjar, Head, Archaeology, at 780-431-2346 (toll-free by first dialing 310-0000) or [eric.damkjar@gov.ab.ca](mailto:eric.damkjar@gov.ab.ca).

**2.0 REPORTING THE DISCOVERY OF PALAEOONTOLOGICAL RESOURCES**

The discovery of palaeontological resources is to be reported to Dan Spivak, Head, Resource Management, Royal Tyrrell Museum of Palaeontology, at 403-820-6210 (toll-free by first dialing 310-0000) or [dan.spivak@gov.ab.ca](mailto:dan.spivak@gov.ab.ca).

**3.0 REPORTING THE DISCOVERY OF HISTORIC PERIOD SITES**

The discovery of historic structures to be reported to Ronald Kelland, Acting Manager, Historic Places Research and Designation Program, at 780-431-2334 (toll-free by first dialing 310-0000) or [ronald.kelland@gov.ab.ca](mailto:ronald.kelland@gov.ab.ca). Please note that some historic structure sites may also be considered Aboriginal traditional use sites.

**4.0 REPORTING THE DISCOVERY OF ABORIGINAL TRADITIONAL USE SITES**

The discovery of any Aboriginal traditional use site that is of a type listed below is to be reported to Valerie Knaga, Director, Aboriginal Heritage Section, at 780-431-2371 (toll-free by first dialing 310-0000) or [valerie.k.knaga@gov.ab.ca](mailto:valerie.k.knaga@gov.ab.ca).

Aboriginal Traditional Use sites considered by Alberta Culture and Tourism to be historic resources under the *Historical Resources Act* include:

Historic cabin remains;  
Historic cabins (unoccupied);  
Cultural or historical community camp sites;

**STANDARD REQUIREMENTS UNDER THE *HISTORICAL RESOURCES ACT*:  
REPORTING THE DISCOVERY OF HISTORIC RESOURCES**

---

Ceremonial sites/Spiritual sites;  
Gravesites;  
Historic settlements/Homesteads;  
Historic sites;  
Oral history sites;  
Ceremonial plant or mineral gathering sites;  
Historical Trail Features; and,  
Sweat/Thirst/Fasting Lodge sites

**5.0 FURTHER SALVAGE, PRESERVATIVE OR PROTECTIVE MEASURES**

If previously unrecorded historic resources are discovered, proponents may be ordered to undertake further salvage, preservative or protective measures or take any other actions that the Minister of Alberta Culture and Tourism considers necessary.

## Development Checklist

### General Purpose

The purpose of the Development Checklist is to highlight conditions associated with future stages of development. The checklist is an internal administrative tool created to assist City Administration when reviewing the various applications within the subject property. The checklist does not form part of the bylaw for the approved area structure plan.

### Servicing Study and Detailed Design

- A more complete and detailed geotechnical and slope stability report will be completed as part of the Development Agreement process.
- Residential lots that are adjacent to the collector roundabout may be restricted from having front access to the road. If a lot is located within this restricted area, a rear laneway would be required to provide the necessary access.
- Properties that back onto the Conserve Pipeline right of way may not have access to the lane.
- The shared SWMF servicing plan will be required during the detailed design stages.
- The shallow utility alignments will be established by way of the detailed design that will be undertaken as part of the Development Agreement.
- The PUL in the west of the commercial area for the deep utility connections will likely be aligned with the centre of the roadway. This adjustment does not require an amendment.
- The CNASP is presently within the Fortis Alberta Service Territory. The City of Red Deer Electric Light & Power will apply to have this service territory transferred to the City prior to new development starting.
- Ensure road access is provided for future road connections in the South East corner leaving the plan area eastward.
- Ensure temporary access is provided through the SE of the plan to the triangular remnants of NE26-38-27 of that is bisected by Northlands Drive.
- Top soil stripping, grading, or development shall not be permitted within the CNASP, including areas outside of the 100m setback, until all wells and facilities (including reclamation exempt) contamination areas have been confirmed and outlined by a Phase II ESA that has been accepted by the City. Please contact the Environmental Report Review Team for more information.
- The requirements outlined in 1.5 Building Environment – Oil & Gas for pipelines and well site areas also applies to the reclamation exempt test located within and adjacent to the CNASP boundary. These areas can only be developed once the gas well has been properly decommissioned and any soil contamination and remediation addressed by the well-site Licensee. The developer will not proceed with development until contamination has been remediated to Provincial standards and City Standards. It is the developer's responsibility to contact the licensee and evidence of notification will have to be provided to The City. A Phase 1 ESA conducted by CNRL for their facilities has been previously received by The City. Phase 1 ESAs from the licensee will be required for all other well sites, including those that are reclamation exempt.
- Ensure the sour gas pipelines have been abandoned, removed, and reclaimed and that the EPZ does not apply to the plan area. Take the appropriate actions if any sour gas facilities return to an active status.



### Top Soil Stripping and Grading

- The well and facility (CNRL #10014662 & #26012) will need to be abandoned and reclaimed (if required), prior to any stripping and grading occurring within the setback area.
- The exact location of the well site will need to be confirmed prior to any stripping and grading occurring within the setback area.
- No ground disturbance will be allowed within a registered pipeline right of way or the wellhead setback without written consent from the licensee.
- Any activity that may occur within or adjacent to the suspended well will be temporarily marked.
- Residential lots that are adjacent to the collector roundabout may be restricted from having front access to the road. If a lot is located within this restricted area, a rear laneway would be required to provide the necessary access.
- Top soil stripping, grading, or development shall not be permitted within the CNASP, including areas outside of the 100m setback, until all wells and facilities (including reclamation exempt) contamination areas have been confirmed and outlined by a Phase II ESA that has been accepted by the City. Please contact the Environmental Report Review Team for more information.
- The requirements outlined in 1.5 Building Environment – Oil & Gas for pipelines and well site areas also applies to the reclamation exempt test located within and adjacent to the CNASP boundary. These areas can only be developed once the gas well has been properly decommissioned and any soil contamination and remediation addressed by the well-site Licensee. The developer will not proceed with development until contamination has been remediated to Provincial standards and City Standards. It is the developer's responsibility to contact the licensee and evidence of notification will have to be provided to The City. A Phase 1 ESA conducted by CNRL for their facilities has been previously received by The City. Phase 1 ESAs from the licensee will be required for all other well sites, including those that are reclamation exempt.
- Ensure the sour gas pipelines have been abandoned, removed, and reclaimed and that the EPZ does not apply to the plan area. Take the appropriate actions if any sour gas facilities return to an active status.

### Development

- Any activity that may occur within or adjacent to the suspended well will be temporarily marked.
- Prior to the issuance of a development permit, confirmation is required that the suspended pipe(s) have been removed, the AER database has been updated, and the caveat removed from the land title.
- Development within the R2 and C5 interface should be similar in size and scale.
- Development within the C5 district can increase in size and scale accordingly the further it is from the R2 district.
- All R2 development backing on to commercial should have rear yard enhancements. These homes will be fronting onto the collector road as well as backing onto the public commercial area. Both front and rear yards must be held to a high architectural standard, providing elements that enhance the small town theme of the CNASP community.

- Development within the C-5 district adjacent to the residential should also provide a frontage with enhanced architectural and landscape features.
- Enhanced architectural controls (implemented by the developer) will be located in areas where a park is adjacent to housing.
- R3 housing units are sited and orientated to front onto the street.
- Residential lots that are adjacent to the collector roundabout may be restricted from having front access to the road. If a lot is located within this restricted area, a rear laneway would be required to provide the necessary access.
- Properties that back onto the Conserve Pipeline right of way may not have access to the lane.
- The CNASP will feature an “Old Small Town Meets New” theme. The theme’s aesthetic is accomplished through the use of brickwork, cornices and other design choices that capture a feeling of being in a small historic rural town but are otherwise surrounded by more contemporary design features.
- District commercial design policies outlined on page 54.
- Top soil stripping, grading, or development shall not be permitted within the CNASP, including areas outside of the 100m setback, until all wells and facilities (including reclamation exempt) contamination areas have been confirmed and outlined by a Phase II ESA that has been accepted by the City. Please contact the Environmental Report Review Team for more information.
- The requirements outlined in 1.5 Building Environment – Oil & Gas for pipelines and well site areas also applies to the reclamation exempt test located within and adjacent to the CNASP boundary. These areas can only be developed once the gas well has been properly decommissioned and any soil contamination and remediation addressed by the well-site Licensee. The developer will not proceed with development until contamination has been remediated to Provincial standards and City Standards. It is the developer’s responsibility to contact the licensee and evidence of notification will have to be provided to The City. A Phase 1 ESA conducted by CNRL for their facilities has been previously received by The City. Phase 1 ESAs from the licensee will be required for all other well sites, including those that are reclamation exempt.
- Ensure the sour gas pipelines have been abandoned, removed, and reclaimed and that the EPZ does not apply to the plan area. Take the appropriate actions if any sour gas facilities return to an active status.
- At the time that a Civil Engineering Consultant is retained by the Developer (e.g. At the time the Servicing Study is completed), the Developer will provide The City of Red Deer’s Engineering Services Department with a Conceptual Design of a roundabout of the intersection of the East-West Collector Roadway and the East Commercial Access for their consideration. At that time it will be determined what the most appropriate configuration is for that intersection.



# Appendix C

## Comment Sheets from Open House

The following appendix provides copies of all public comment submissions and administrative responses. Public comments were received as the result of a mailed circulation and virtual open house.



## Comment Sheet

**We invite you to provide feedback regarding the proposed plan amendment/subdivision application. Your feedback are very important to us. Please be sure to specify which application you are responding to by checking the appropriate box and addressing application address & name of the planner.**

**Collection & Release of Your Information:** *The City is collecting your information as part of the referral process that is described in Section 2.19(5) of The City of Red Deer Land Use Bylaw. The personal information on this form is collected under the authority of the Municipal Government Act Section 3 and is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. The City will seek to balance the dual objectives of open government and protection of privacy. If you have questions about the collection and use of this information, please contact the Manager of Planning at The City of Red Deer, 4914-48 Ave, Red Deer, AB 403-406-8700.*

**Please check the box below which applies:**

- ☐ Land Use Bylaw Amendment
- ☐ Subdivision Application
- ☒ Plan Amendment
- ☐ Other

**Amendment/Subdivision Address:**

35-38-37 – Clover Valley Multi-Neighbourhood Plan  
SE35-38-27 – Coventry Neighbourhood Area Structure Plan

**Name of Planner (Working on the Application):**

David Girardin, Senior Planner  
403-406-8707

### Contact Information

Your contact information allows administration to respond as needed.

Name: Bob Ireland

Mailing Address:

Postal Code:

Phone #:

E-mail Address:

### General Comments

Thank you for mailing me the comment sheet. Please take note of my updated address and update your records for future communications.

In reviewing the planning details related to the Coventry Neighbourhood Area Structure Plan, I only have a couple of comments at this time. The first is related to the future Arterial Road on the east edge of the subdivision which will tie into Range Road 271 in some way shape or form by the looks of it. My concern is how this will tie into the existing road and how the surrounding land and residences on the east side of the road will be impacted by the changes and traffic flows in the area. Additionally I would be interested to understand what the plans are for noise abatement and maintaining privacy of the existing residences in the area. I realize this plan is a ways off in the future but I would like to be kept informed as plans develop further.





My second comment is related to the existing wells and pipeline right of ways on this parcel of land. It appears as  
though the development plan is incorporating these existing facilities into the neighbourhood design. I thought  
that these facilities would be abandoned (cleaned up and removed) and lands reclaimed prior to any form of  
residential development taking place. Can you provide any additional comments on the plans for well sights and  
underground right of ways?

Thank you

Comment sheet may be submitted using the following options:

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
- Drop off at the Planning Department counter on the 3rd floor of City Hall at 4914 – 48 Avenue; or
- Fax to the Planning Department at 403.342.8200; or
- Email to [david.girardin@reddeer.ca](mailto:david.girardin@reddeer.ca)

**Thank you for your input!**

**David Girardin**

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**From:** David Girardin  
**Sent:** July 10, 2017 11:40 AM  
**To:** 'Bob Ireland'  
**Subject:** RE: Coventry NASP Comments

Hi Bob, thank you for your comments. They will be included in the Council agenda when the item is presented to Council later this year. As an adjacent land owner you will be notified by the city of a public hearing in Council before the plan can be adopted.

Please note that your mailing address that was used is the one on file with the City. Information on updating your address is available on the City's website <http://www.reddeer.ca/contact-us/change-your-address-with-the-city/>

Range Road 271 (south)

The development of the Coventry NASP is mostly reliant on the construction of Northlands Drive/20 Ave. The portion of Range Road 271 which passes along the west of your property will eventually be developed as 20 Ave/Northland Drive. The construction of this portion of the roadway is largely based on the rate of development in Red Deer, but is currently outside of the 10 year capital budget. The current forecast indicates the construction will likely be beyond +2027.

To the best of my knowledge the Northlands Drive/20 Ave project has integrated noise mitigation in the form of berms which will be built within the future road right of way.

Range Road 271 (North)

The development of Coventry should have minimal impact on the traffic moving northward along Range Road 271 as majority of vehicles will likely travel south and west along future Northlands Drive/20 Ave. The arterial road would likely only be developed to the entrance of the neighbourhood at first, and in the long term as development moves north or east, RR271 to the north would be upgraded to an arterial road way. I couldn't even fathom a guess as it's beyond our 10 year capital projects list and is largely dependent on the rate of growth.

The best comparison I could provide is Range Road 272 north of 67 Street. For many years the road remained as a rural road and was only recently upgraded to a two lane paved road as development has started to move north. It will likely be upgraded to a 4 lane arterial roadway (extension of 30 Ave) when traffic volume begins to approach the roads available capacity when development of the adjacent lands intensifies.

Noise mitigation for arterial roadways is based on the anticipated volume/speed/type of traffic. Mitigation for the lands to the east will first be considered when the roadway is upgraded or more than likely when a Neighbourhood Area Structure Plan is developed for the land immediately east. It is unknown when a NASP might be developed for these lands as it is located in Red Deer County's jurisdiction. An annexation would have to occur before they could be considered for a NASP and subsequent City development. (Please note there isn't an anticipated timing for annexation).

Oil & Gas

The oil well has been abandoned and the surrounding area will be integrated into the community once the land has been remediated (as per regulations). There are regulations that require minimum distances from abandoned wellheads (typically 5-metres) that cannot be developed. The abandoned wellhead is usually integrated into community green spaces, as has been done with this plan.

Some of the pipeline right-of-ways will be abandoned and developed after the pipes have been removed from the ground. There are some pipeline right-of-ways that will remain in use and the community has been planned around them. This is not unlike many of the existing neighbourhoods in east Red Deer. In some instances these right-of-way become linear trails, providing walking connections through the neighbourhood.

I hope you found the information helpful. I wish I could provide more information as it related to the roadway, but it would be purely speculative as it's development is still some time away. If you have further questions or would like to discuss the information I have provided, please do not hesitate to call or email me.

Regards,

David Girardin  
Senior Planner  
The City of Red Deer

403.406.8707  
[david.girardin@reddeer.ca](mailto:david.girardin@reddeer.ca)

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**From:** Bob Ireland [<mailto:>]  
**Sent:** July 09, 2017 3:43 PM  
**To:** David Girardin  
**Subject:** Coventry NASP Comments

<<...>>

**David Girardin**

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**From:** Wade Martens  
**Sent:** July 11, 2017 9:59 AM  
**To:** David Girardin  
**Cc:** John Sennema  
**Subject:** July 11 2017 LED Coventry Neighbourhood ASP Comments  
**Attachments:** DOC071117.pdf

Good morning David, as discussed yesterday the one comment LED has is with regards to our Eastbend Village NASP and having access to the area that I circled on both our and Coventry's plan and that Option 3 was used for the NHC alignment. If there can be some text added to the body of the NASP or Development Checklist stating that access is to be provided to our lands.

Thanks  
Wade

WADE MARTENS | Land Coordinator  
Land & Economic Development  
The City of Red Deer  
Phone:403.356.8891



FILE COPY



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** David Girardin, Major Projects Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** East Hill MASP Amendment to Incorporate the Proposed Clover Valley MNP – Bylaw 3499/A-2018  
Proposed Coventry NASP – Bylaw 3217/A-2018

---

**Reference Report:**

Planning Department, dated May 29, 2018

**Bylaw Reading:**

At the Monday, July 9, 2018 Regular Council Meeting, Council gave first reading to the following bylaws:

**Bylaw 3499/A-2018** (an amendment to the East Hill Major Area Structure Plan to incorporate the proposed Clover Valley Multi-Neighbourhood Plan)

**Bylaw 3217/A-2018** (the proposed Coventry Neighbourhood Area Structure Plan)

**Report back to Council:**

Yes.

**Comments/Further Action:**

Administration will advertise for two consecutive weeks for Public Hearings to be held on Monday, August 20, 2018 at 6:00 p.m. during Council's regular meeting.

A handwritten signature in blue ink that reads 'Frieda McDougall'.

for Frieda McDougall  
Manager

- c. Manager of Planning  
Director of Planning Services  
Corporate Meeting Administrator



June 14, 2018

## Land Use Bylaw Amendment: Bylaw 3357/HH-2018

### 6108 60 St Re-designation from A1 to P1

Planning Department

#### **Report Summary & Recommendation**

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The Planning department is processing a Land Use Bylaw amendment, on behalf of the Parks, Recreation, and Culture department, to re-designate a portion of City owned land (6108 60 ST) from A1 – Future Urban Development District to P1 – Parks and Recreation District to facilitate trail development identified as part of the the Riverside Meadows Trail Development Project.

Administration recommends Council support First Reading of Land Use Bylaw Amendment 3357/HH-2018.

#### **City Manager Comments**

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I support the recommendation of Administration. If first reading of Bylaw 3357/HH-2018 is given, a Public Hearing would be advertised for two consecutive weeks and would be held on Monday, August 20, 2018 at 6:00 p.m. during Council's regular meeting.

Craig Curtis  
City Manager

#### **Proposed Resolution**

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That Bylaw 3357/HH-2018 be read a first time.

## Analysis

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Administration supports the proposed amendment based on the following rationale:

**1. ☐ Compliance with City Policy Framework**

The proposed amendment aligns with the *Municipal Development Plan* and facilitates the Riverside Meadows Trail Development Project.

**2. ☐ Aligns with Surrounding Land Use**

The proposed amendment aligns with the land use designation of adjacent properties i.e. P1 – Parks and Recreation District and the re-designation will facilitate trail development which fits with the use of surrounding area.

## Discussion

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The current land use designation of the property is A1 – Future Urban Development District which does not allow trail development. The Parks, Recreation, and Culture department has applied to re-designate the property to P1 to facilitate trail development as part of the Riverside Meadows Trail Development Project. Construction of the trail is proposed to begin this fall.

The property currently functions as natural greenspace. See Appendix B for an aerial photo of the property.

The proposed amendment has been circulated to City departments. No concerns were raised.

An external circulation to adjacent properties has not been completed as the surrounding area is primarily City owned. Any landowners within 100 m will be notified of the public hearing should the amendment receive first reading.

## Appendices

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Appendix A - Bylaw 3357/HH-2018 and Amendment Maps

Appendix B - Air Photo of 6108 60 ST

**BYLAW NO. 3357/HH-2018**

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

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

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

- 1 The land shown in the sketch attached as Schedule A to this Bylaw (6108 60 ST, Lot 9, Block 15, Plan 9820478) is re-designated from A1 Future Urban Development District to P1 Parks and Recreation District.
- 2 The “Land Use District Map K16” contained in “Schedule A” of the Land Use Bylaw is amended in accordance with the Land Use District Map 15/ 2018 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2018.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2018.

\_\_\_\_\_  
MAYOR

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



## Schedule "A"

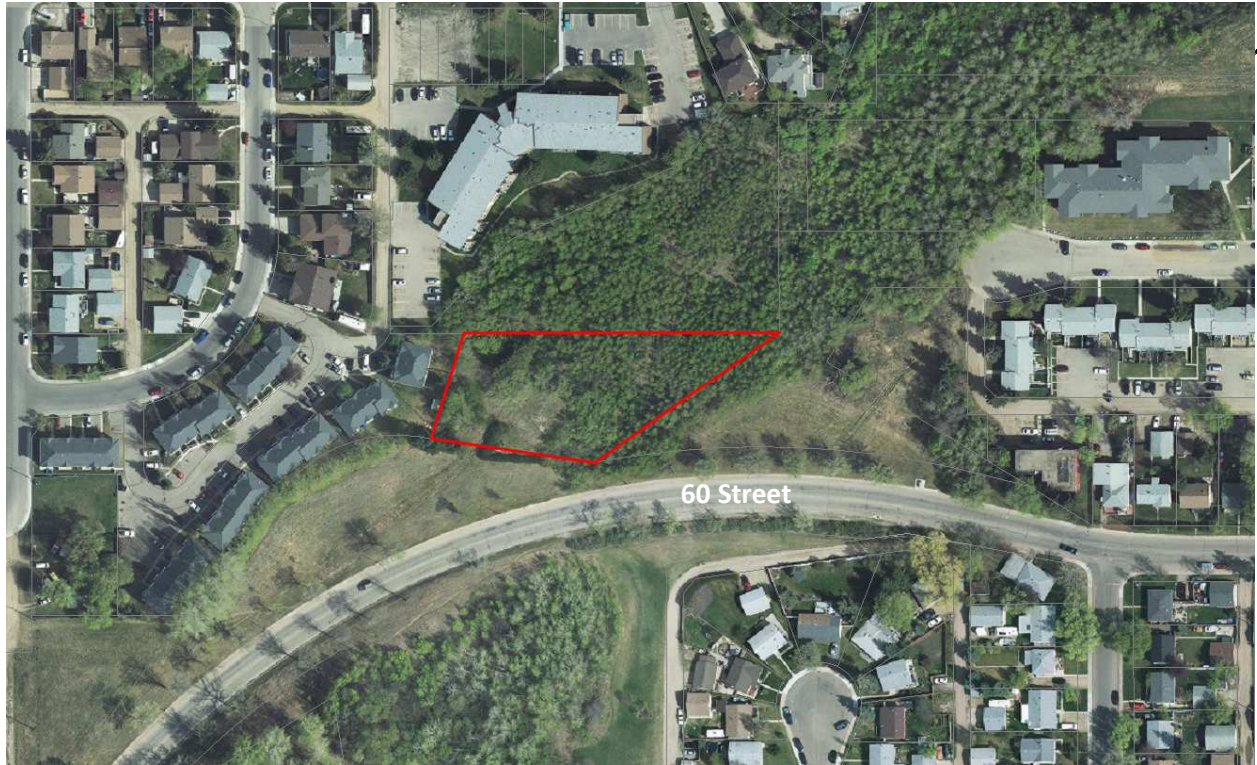


## Proposed Amendment to Land Use Bylaw 3357/2006



## **Appendix B**

*Air Photo of 6108 60 ST – A1 Future Urban Development District to  
P1 Parks and Recreation District*



6108 60 Street



A1 to P1



**DATE:** July 11, 2018  
**TO:** Dayna Facca, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Land Use Bylaw Amendment: Bylaw 3357/HH-2018  
6108 60 St Re-designation from AI to PI

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**Reference Report:**

Planning Department, dated June 14, 2018

**Bylaw Reading:**

At the Monday, July 9, 2018 Regular Council Meeting, Council gave first reading to the following bylaw:

**Bylaw 3357/HH-2018** (an amendment to the Land Use Bylaw to redesignate a portion of City owned land (6108-60 Street) from AI – Future Urban Development District to PI – Parks and Recreation District to facilitate trail development identified as part of the Riverside Meadows Trail Development Project)

**Report back to Council:**

Yes.

**Comments/Further Action:**

Administration will advertise for two consecutive weeks for a Public Hearing to be held on Monday, August 20, 2018 at 6:00 p.m. during Council's regular meeting.



For Frieda McDougall  
Manager

- c. Manager of Planning  
Director of Planning Services  
Corporate Meeting Administrator





June 18, 2018

## Implementing Municipal Government Act (MGA) amendments: Council Code of Conduct Bylaw 3608/2018

### **Report Summary & Recommendation:**

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All municipalities in Alberta must establish a Code of Conduct bylaw. The relevant sections of the Municipal Government Act came into force on October 26, 2017 with a requirement that such a bylaw be established with 270 days (9 months) from that date. As a result, Council is required to adopt the bylaw no later than July 23, 2018.

A draft Code of Conduct bylaw based on the direction provided by Council during a series of workshops is provided for Council's consideration.

### **City Manager Comments:**

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Council's direction is requested. If Council passes first reading of Bylaw 3608/2018, this bylaw will be brought back to the July 23, 2018 meeting of Council for consideration of 2<sup>nd</sup> and 3<sup>rd</sup> readings.

### **Proposed Resolution:**

---

That Council give first reading to Code of Conduct Bylaw 3608/2018.

Upon 2<sup>nd</sup> & 3<sup>rd</sup> reading of Bylaw 3608/2018 is is recommended that:

1. Council repeal Code of Conduct Policy GP-A-2.2; and
2. Adopt the amendments as outlined to policies:
  - a. GP-A-2.3 Decision Making
  - b. GP-B-2.0 Council's Role & Responsibilities
  - c. GP-B-2.1 Mayor & Acting Mayor's Role



### **Background:**

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In 2014 Alberta Municipal Affairs launched a comprehensive review of the MGA. Over the course of a series of public consultations Red Deer City Council has been apprised of a number of changes that resulted in direct instructions to Council. One of those changes was the addition of s. 146.1(1) which requires that municipalities must establish a code of conduct bylaw that governs the conduct of Council.

Since 2012, Red Deer City Council has had in place a policy that guides its conduct. There are many similarities in what Council has already had in place and the requirements of the new legislation; however, some changes are required as is a substantial rewrite to move from policy to bylaw language.

### **Legislation:**

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Municipal Government Act:

- 146.1 (1) A council must, by bylaw, establish a code of conduct governing the conduct of councillors.
- (2) A code of conduct under subsection (1) must apply to all councillors equally.
- (3) A council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors.
- (4) A councillor must not be disqualified or removed from office for a breach of the code.
- (5) The Minister may make regulations
- (a) respecting matters that a code of conduct established under subsection (1) must address;
  - (b) respecting the date by which councils must establish a code of conduct under subsection (1);
  - (c) respecting sanctions to be imposed for a breach of a code of conduct established under subsection (1);
  - (d) respecting matters that a council must take into consideration in establishing a code of conduct under subsection (1) or (3), or both;
  - (e) respecting implementation of a code of conduct established under subsection (1) or (3), or both;
  - (f) respecting any other matter the Minister considers necessary or advisable to carry out the intent and purpose of this Division.

At this time, no Ministerial regulations (subsection (5)) have been passed; however, this entire section is instructive as to minimum requirements of what should be included within a code of conduct bylaw.



An Implementation Fact Sheet published by Alberta Municipal Affairs is attached and outlines that at minimum, the following topics must be covered:

- Representing the municipality
- Communicating on behalf of the municipality
- Respecting the decision-making process
- Adherence to policies, procedures and bylaws
- Respectful interactions with councillors, staff, the public and others
- Confidential information
- Conflicts of interest
- Improper use of influence
- Use of municipal assets and services
- Orientation and other training attendance

### **Discussion:**

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The Code of Conduct bylaw as presented meets the requirements of the legislation.

### **Discussion**

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Code of Conduct bylaws can range on a spectrum from meeting minimum requirements only to adding such additional requirements that meet the unique needs of this Council. Council's consideration of policy options will be required to direct the bylaw development.

**BYLAW NO. 3608/2018****A BYLAW TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL**

WHEREAS, pursuant to section 146.1(1) of the *Municipal Government Act*, a council must, by bylaw, establish a code of conduct governing the conduct of councillors;

AND WHEREAS, pursuant to section 153 of the *Municipal Government Act*, councillors have a duty to adhere to the code of conduct established by the council;

AND WHEREAS the public is entitled to expect the highest standards of conduct from the members that it elects to council for the City of Red Deer;

AND WHEREAS the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the direction provided through legislative provisions governing the conduct of councillors;

NOW THEREFORE the Council of the City of Red Deer, in the Province of Alberta, duly assembled, enacts as follows:

**1. Short Title**

1.1 This Bylaw may be referred to as the “Council Code of Conduct Bylaw”.

**2. Definitions**

2.1 In this Bylaw, words have the meanings set out in the Act, except that:

- (a) “**Act**” means the *Municipal Government Act*, R.S.A. 2000, c. M-26, and associated regulations, as amended;
- (b) “**Administration**” means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the City Manager;
- (c) “**City Manager**” means the chief administrative officer of the Municipality, or their delegate;
- (d) “**FOIP**” means the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25, any associated regulations, and any amendments or successor legislation;
- (e) “**In Camera**” means a meeting, or a portion of a meeting, which is closed to the public in accordance with the Act;



- (f) **“Investigator”** means Council or the individual or body established by Council to investigate and report on complaints;
- (g) **“Member”** means a member of Council and includes a councillor or the Mayor;
- (h) **“Municipality”** means the municipal corporation of the City of Red Deer; and
- (i) **“Reviewer”** means the Mayor or, in the event that the Mayor is the subject of or is implicated in a complaint, the Deputy Mayor.

### **3. Purpose and Application**

- 3.1 The purpose of this Bylaw is to establish standards for the ethical conduct of Members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.

### **4. Representing the Municipality**

- 4.1 Members shall:

- (a) act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
- (b) perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
- (c) conduct themselves in a professional manner and make every effort to participate in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
- (d) arrange their private affairs and conduct themselves in a manner that promotes public confidence.

### **5. Communicating on Behalf of the Municipality**

- 5.1 Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor it is the Deputy Mayor or Acting Mayor. All inquiries from the media regarding the official Council position on an issue shall be referred to Council's official spokesperson.
- 5.2 A Member who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the will or official position of Council as a whole, even if the Member personally disagrees with Council's position.
- 5.3 A Member must not claim to speak on behalf of Council unless authorized to do so.

- 5.4 No Member shall make a statement when they know that statement is false.
- 5.5 No Member shall make a statement with the intent to mislead Council or members of the public.

## **6. Respecting the Decision-Making Process**

- 6.1 Decision-making authority lies with Council, and not with any individual Member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No Member shall, unless authorized by Council, attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or prospective vendors to the Municipality.
- 6.2 Members shall conduct and convey Council business in an open and transparent manner other than for those matters which, by law, are authorized to be dealt with In Camera. This allows the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
- 6.3 Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

## **7. Adherence to Policies, Procedures and Bylaws**

- 7.1 Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.
- 7.2 Members shall respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures.
- 7.3 A Member must not encourage disobedience of any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

## **8. Respectful Interactions with Council Members, Staff, the Public and Others**

- 8.1 Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 8.2 Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
- 8.3 No Member shall use indecent, abusive, or insulting words or phrases toward another Member, any employee of the Municipality or any member of the public.

- 8.4 No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 8.5 Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective. Members shall respect that employees are entitled to carry out their work free from pressure or undue influence from any Member or group of Members.
- 8.6 Members must not:
- (a) involve themselves in matters of Administration, which fall within the jurisdiction of the City Manager;
  - (b) use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any employee of the Municipality with the intent of interfering in the employee's duties; or
  - (c) maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.

## **9. Confidential Information**

- 9.1 Members must not disclose matters that were discussed In Camera at a Council or Council committee meeting until the matter is discussed at a meeting held in public.
- 9.2 In the course of their duties, Members may also become privy to confidential information received outside of an In Camera meeting. Members must not:
- (a) disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council;
  - (b) access or attempt to gain access to confidential information held by the Municipality unless it is needed for the performance of the Member's duties and then only through appropriate channels; or
  - (c) use confidential information for personal benefit or for the benefit of any other individual or organization.
- 9.3 Confidential information includes information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under FOIP or any other legislation, or any other information that pertains to the business of the

Municipality, and is generally considered to be of a confidential nature, including but not limited to information concerning:

- (a) the security of the property of the Municipality;
- (b) a proposed or pending acquisition or disposition of land or other property;
- (c) a tender that has or will be issued but has not been awarded;
- (d) contract negotiations;
- (e) employment and labour relations;
- (f) draft documents and legal documents, including reports, policies, bylaws and resolutions, that have not been the subject matter of deliberation in a meeting open to the public;
- (g) law enforcement matters;
- (h) litigation or potential litigation, including matters before administrative tribunals; and
- (i) advice that is subject to solicitor-client privilege.

## **10. Conflicts of Interest**

- 10.1 Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.
- 10.2 Members are expected to carry out their duties free from improper influence and must not act or appear to be acting in order to gain financial benefits for themselves, family, friends or associates, business or otherwise.
- 10.3 Members shall approach decision-making with an open mind that is capable of persuasion.

## **11. Improper Use of Influence**

- 11.1 No Member shall use their position as a Member for their own private gain, or for that of persons or organizations that the member is personally associated with.
- 11.2 No Member shall act as a paid agent to advocate on behalf of any individual, organization or corporate entity before Council or a committee of Council or any other body established by Council.
- 11.3 Members shall not contact or otherwise attempt to influence members of any adjudicative body regarding any matter before it relating to the Municipality.



- 11.4 Members shall refrain from using their positions to assist any person to obtain employment with the Municipality or elsewhere. The only exception to this is for the City Manager, who is Council's sole employee. Members may provide a reference for a person who is or has been employed by the Municipality in the role of City Manager at their discretion. Members are ineligible to apply or be considered for any position with the Municipality while they hold their elected position and for one year after leaving office.

## **12. Use of Municipal Assets and Services**

- 12.1 Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Member, subject to the following limited exceptions:
- (a) municipal property, equipment, service, supplies and staff resources that are available to the general public may be used by a Member for personal use upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges; and
  - (b) electronic communication devices, including but not limited to desktop computers, laptops, tablets and smartphones, which are supplied by the Municipality to a Member, may be used by the Member for personal use, provided that the use is not offensive or inappropriate.

## **13. Orientation and Other Training Attendance**

- 13.1 Every Member must attend the orientation training offered by the Municipality following a municipal election, unless doing so is not practically possible.
- 13.2 Unless excused by Council, every Member must attend retreats and workshops organized at the direction of Council for the benefit of Members throughout the Council term.

## **14. Remuneration and Expenses**

- 14.1 Members are stewards of public resources and shall avoid waste and abuse in the use of public resources.
- 14.2 Members shall be transparent and accountable with respect to all expenditures and strictly comply with all municipal bylaws, policies and procedures regarding claims for remuneration and expenses.

## **15. Gifts and Hospitality**

- 15.1 Members shall not accept gifts, hospitality or other benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.

15.2 Members may accept hospitality, gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation.

15.3 Gifts received by a Member on behalf of the Municipality as a matter of official protocol which have significance or historical value for the Municipality shall be left with the Municipality when the Member ceases to hold office.

## **16. Election Campaigns**

16.1 No Member shall use any facilities, equipment, supplies, services, municipal logo or other resources of the Municipality for any election campaign or campaign-related activity.

## **17. Informal Complaint Process**

17.1 Any Member who has identified or witnessed conduct by another Member that the Member reasonably believes, in good faith, is in contravention of this Bylaw may address the prohibited conduct by:

- (a) advising the Member that the conduct violates this Bylaw and encouraging the Member to stop; and
- (b) requesting the Mayor to assist in informal discussion of the alleged complaint with the Member in an attempt to resolve the issue. In the event that the Mayor is the subject of, or is implicated in a complaint, the person may request the assistance of the Deputy Mayor.

17.2 Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

## **18. Formal Complaint Process**

18.1 Any Member who has identified or witnessed conduct by another Member that the Member reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:

- (a) All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
- (b) All complaints shall be addressed to the Reviewer;
- (c) The complaint must set out reasonable grounds for the allegation that the Member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation;

- (d) If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Reviewer;
- (e) Upon receipt of a complaint under this Bylaw, the Reviewer shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Reviewer is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Reviewer may choose not to investigate and may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Reviewer's decision;
- (f) In all other cases, the Reviewer will refer the complaint to the Investigator. The Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
- (g) If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;
- (h) A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed.

## **19. Public Complaints**

- 19.1 Members of the public who have identified or witnessed conduct by a Member that they reasonably believe, in good faith, is in contravention of this Bylaw may address their concerns by:
- (a) providing a written complaint, dated and signed by an identifiable individual;
  - (b) delivering the complaint to the Mayor or the Deputy Mayor;
  - (c) the complaint should set out a detailed description of the facts, as they are known, giving rise to the concern.

## **20. Compliance and Enforcement**


- 20.1 Members shall uphold the letter and the spirit and intent of this Bylaw.
- 20.2 Members are expected to co-operate and comply with the application and enforcement of this Bylaw.
- 20.3 No Member shall:

- ## 21. Review

READ A FIRST TIME IN OPEN COUNCIL this	day of	2018.
READ A SECOND TIME IN OPEN COUNCIL this	day of	2018.
READ A THIRD TIME IN OPEN COUNCIL this	day of	2018.
AND SIGNED BY THE MAYOR AND CITY CLERK this	day of	2018.

CITY CLERK



	Council Policy	
	Code of Conduct	
	Policy Type: GOVERNANCE PROCESS	GP-A-2.2

Council commits itself to ethical, professional and lawful conduct, including proper use of authority.

1 Connection with Community:

- (1) Council members will represent the community, not conflicted by any personal interest as a citizen, loyalties to staff or other organizations.

2 Non-Preferential Treatment:

- (1) Council members will not give preferential treatment to any person or organization based solely on the identity of the person(s) or organization(s).

3 Confidential, Private and Sensitive Information:

- (1) Council will protect information not routinely releasable, considered sensitive, subject to FOIP, and/or identified verbally or in writing as confidential.
- (2) While in office and after leaving office, Council members must not make use of confidential information or take improper advantage of knowledge gained due to the member's position on Council.

4 Outside Employment and/or Business Activities:


- (1) Council members may engage in outside employment or business activities provided it does not unduly interfere with the performance of their duties as a Council member.

5 Use of City Property, Resources and Services:


- (1) Council members may use laptops and other wireless devices provided by The City for personal use. Council members may not use any other City resources, property, equipment, services, information or supplies to pursue their private interest or the interests of someone they know.

6 Social Media/Networking:

- (1) Councillors who maintain their own personal Facebook pages and Twitter accounts to communicate with the public are encouraged to repost or retweet official City of Red Deer tweets but must not share confidential information or information that has not yet been officially released by The City of Red Deer.
- (2) Council members must keep in mind they are always a representative of The City of Red Deer; accordingly, when engaging in social media activities, even via private channels, City Councillors are encouraged to identify when the views expressed are theirs alone and not official City of Red Deer communication.
- (3) Council members using Facebook and Twitter are encouraged to post the following caveat into the information section of their profiles:

	Council Policy	
	Code of Conduct	
	Policy Type: GOVERNANCE PROCESS	GP-A-2.2

- (a) Facebook: The views here are my own and may not represent official City of Red Deer communication. The City's official Facebook page is [www.facebook.com/thecityofreddeer](http://www.facebook.com/thecityofreddeer).
  - (b) Twitter: Tweets posted by me are my opinion, and may not necessarily represent official @CityofRedDeer communication.
- 7 Political Events, Support and Contributions:
  - (1) Council members may participate in political events and/or contribute to a political party or candidate at their own expense and in conformity with legislation.
- 8 Gifts, Hospitality and Other Benefits:
  - (1) Council members, in their role, may accept gifts, hospitality, discounts or other benefits associated with their official duties and responsibilities if it meets all of the following conditions:
    - (a) is a normal accepted expression of courtesy of a business relationship and would not raise questions about the member's objectivity and impartiality and would not compromise the integrity of Council or The City.
    - (b) Council members will file a disclosure with the Legislative Services Manager for all accepted gifts, discounts, or hospitality valued at greater than \$50.
    - (c) Disclosures will be reported publicly on a quarterly basis.
  - (2) Council members or any member of their family will not solicit or accept any gift or other advantage (i.e. gifts, hospitality or discounts) that could, or be perceived to, influence the member of Council in the exercise of an official power, duty or function.
  - (3) Council members will refuse or return improper gifts or benefits; if there is no opportunity to refuse or return an improper gift or benefit, or where refusal or return may be seen as offensive for cultural or other reasons, the gift or benefit must be disclosed and turned over to the Mayor to make a suitable disposition of the item.
- 9 Cell Phones:
  - (1) Council members will turn cell phones to vibrate during Council meetings and retreats.
    - (a) Council members may text during Council meetings.
    - (b) Council members will step out of a meeting to receive a call.
- 10 Restriction of Agency:
  - (1) Council members will not appear as a paid agent of a third-party before Council or any of its committees or local boards.

	Council Policy	
	Code of Conduct	
	Policy Type: GOVERNANCE PROCESS	GP-A-2.2

#### 11 Conflict of Interest:


- (1) Council members must avoid conflict of interest with respect to their fiduciary responsibility.
- (2) Members of Council will annually disclose their involvements with other organizations, vendors, or any associations that might be or might reasonably be seen as being a conflict.
- (3) When Council is to decide upon an issue, about which a Council member has a conflict of interest, that member will disclose that conflict prior to Council deliberation and absent himself or herself from the deliberation and vote.
  - (a) A Council member who abstains from voting due to a conflict of interest is still included in determining quorum.
  - (b) The minutes will record all declarations of conflict of interest.
- (4) Council members will not use their position on Council to obtain employment in the organization for themselves, family members or close associates.
- (5) An interest in common is not a conflict of interest; therefore, Council members may be eligible to vote.

#### 12 Pecuniary Interest:

- (1) A pecuniary interest is a conflict of interest; accordingly, Council members will adhere to the provisions of the Municipal Government Act.
- (2) Council members will annually disclose to Legislative Services (LS) the name or names of:
  - (a) their family,
  - (b) the Council member's employer(s)
  - (c) each corporation, other than a distributing corporation, in which the member of Council is a shareholder, director or officer,
  - (d) each distributing corporation in which the member of Council beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the Council member is a director or officer.

#### 13 Bias:

- (1) A member of Council will not have a 'closed' mind to discussion or presentation of a matter that requires a decision of Council.
  - (a) When a bias or perception of bias is identified by a Council member themselves, another member of Council, a citizen or a staff member, the Mayor will be informed of the bias or perceived bias. The Mayor will then disclose the bias or perceived bias to Council in confidence. Council will determine whether the Council member in question may participate in the deliberation and vote.

	Council Policy	
	Code of Conduct	
	Policy Type: GOVERNANCE PROCESS	GP-A-2.2

**14 Primacy of the Council Table / Compliance with Decision Making:**

- (1) Council members may respectfully disagree with other members of Council.
- (2) Council members will uphold and respect Council decisions:
  - (a) irrespective of the Council member's personal position on the issue
  - (b) in the event of absence from an open Council meeting.
- (3) Council member's interaction with the City Manager or staff must recognize the lack of individual authority except when explicitly authorized by Council as a whole.
- (4) Council members will make no formal or public evaluations of the Mayor, Council members, or City Manager outside of the official process.

**15 Respectful Workplace:**

- (1) Council members will establish and model a respectful workplace where they will not speak disrespectfully about the organization, other members of Council or the performance of employees of the City Manager.


**16 Dispute Resolution:**

- (1) Council members will work to resolve conflict between one another, using one or more of the following options.
  - (a) Council members may first attempt to speak directly with the Council member they perceive to have an issue with.
  - (b) Council members may seek assistance from the Mayor, City Manager or City Clerk as appropriate. This person may hold a meeting with those parties directly involved in the situation.
  - (c) As a last option, Council members may document and submit the issue for discussion with the whole of Council. Council shall consider the facts surrounding the complaint, and discuss the findings and recommendation to move forward with a formal decision in a closed meeting of Council.

**17 Compliance with the Code of Conduct:**

- (1) Council members will uphold and promote the principles of the Code of Conduct.
- (2) Council members must report known or perceived violations of the Code of Conduct, using one or more of the three options:
  - (a) A Council member who perceives or is aware of a violation of the Code of Conduct may speak directly with the person.
  - (b) Council members may discuss concerns of a violation of the Code of Conduct to the Mayor, City Manager or LS Manager.
  - (c) Where the situation warrants, Council members may report the concern to the whole of Council. An inquiry and/or investigation will be undertaken as directed by Council and may result in:
    - (i) verbal warning and/or censure
    - (ii) written warning and/or censure
    - (iii) public censure



 <b>THE CITY OF Red Deer</b>	<b>Council Policy</b>	
	<b>Code of Conduct</b>	
	Policy Type: GOVERNANCE PROCESS	GP-A-2.2

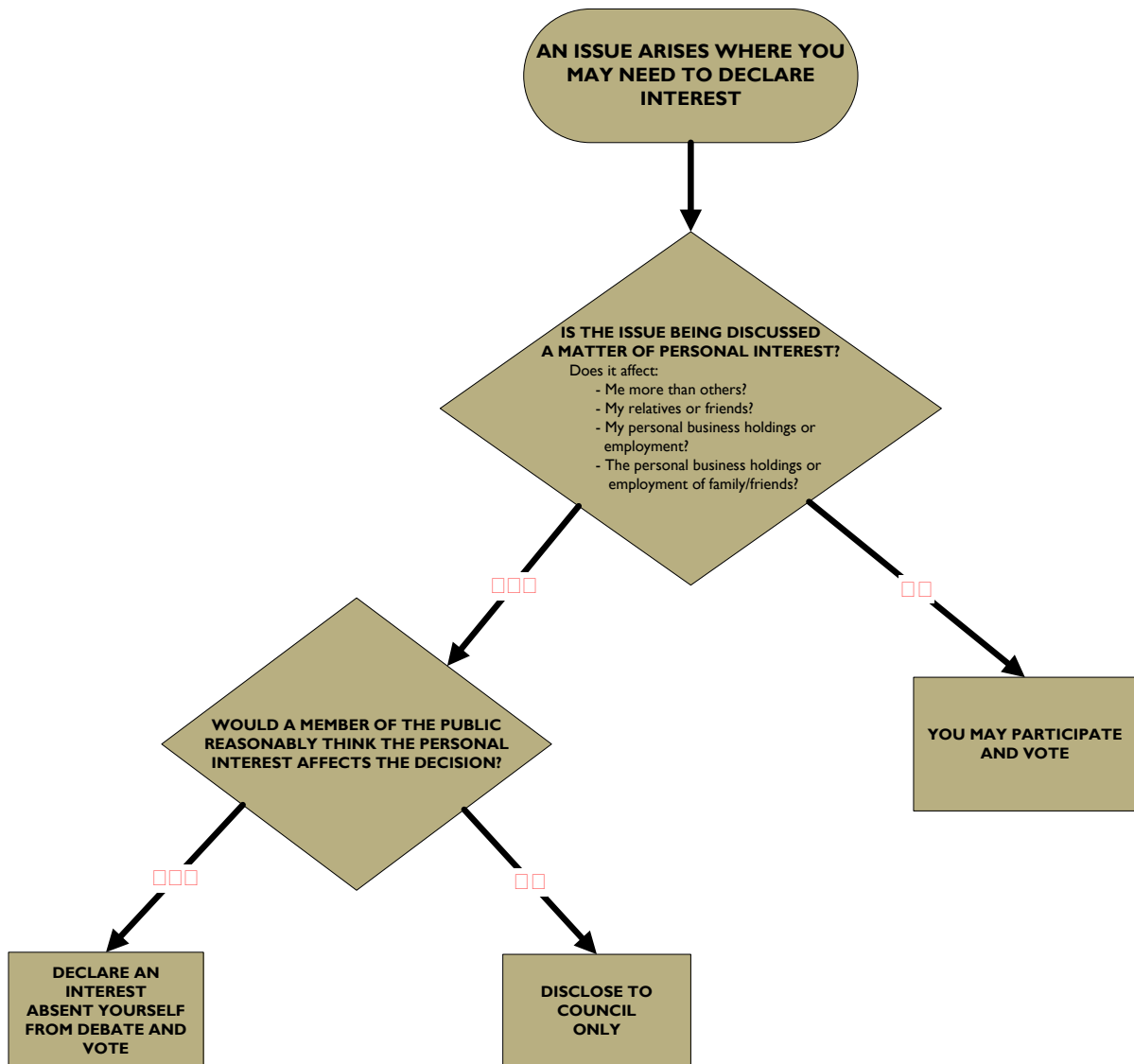
- (iv) other measures as determined by the whole of Council in order to restore the accountability of Council.


#### **Document History:**

Policy Adopted	October 15, 2012
Policy Revised	March 18, 2013

#### **Administrative Revisions:**

<b>Date:</b>	<b>Description:</b>
October 6, 2017	Updated to current format.

**Appendix A: Declaring Interests Flowchart**

	Council Policy	
	Decision Making	
	Policy Type: GOVERNANCE PROCESS	GP-A-2.3

Council will ensure decision-making is open, clear, transparent, accountable, in compliance with the MGA, Strategic Direction and the organization's pillars of sustainability.

1 Decision Making Style:


- (1) Council will solicit and consider input from the community, information experts, management and other stakeholders.
- (2) Council will enable public engagement and participation to encourage decision making that reflects the diversity of its citizens and responds to the views of its citizens.
- (3) Council will discuss matters freely and openly at Council meetings, presenting both supporting and contrary points of view to make informed decisions.
- (4) Council will access appropriate measures of debate, discussion and thought provoking analysis to obtain a solid foundation in the final decision at an Open Council meeting.
- (5) Council will only make decisions about Purpose Statements, Council Governance Processes, Executive Limitations and Council-Management Delegations. Council will not make decisions that are in the authority of the City Manager to make.
- (6) Council members will make decisions as representatives of the community as a whole.
- ~~(7) Decision making will be attained by the majority vote of Council members in attendance at an open Council meeting, subject to the reconsideration procedures of Council.~~
- ~~(8) Once a decision has been voted on in an open Council meeting, that decision is final and binding, subject to reconsideration procedures of Council.~~ **Reflected within Code**

2 Decision Making Framework:

- (1) Council will only allow itself to address a topic after it has answered these questions:
  - (a) Whose issue is this? Is it Council's or the City Manager's?
  - (b) Has Council dealt with this subject in a policy?
    - (i) If so, what has Council already said on this subject and how is this issue related? If Council has already addressed the matter, does Council wish to change what it has already said?
  - (c) If the matter is several levels below Council level, what is the broadest way to address this issue so that it is still under existing Council policy? Does that policy suffice to deal with the concern?

**Document History:**

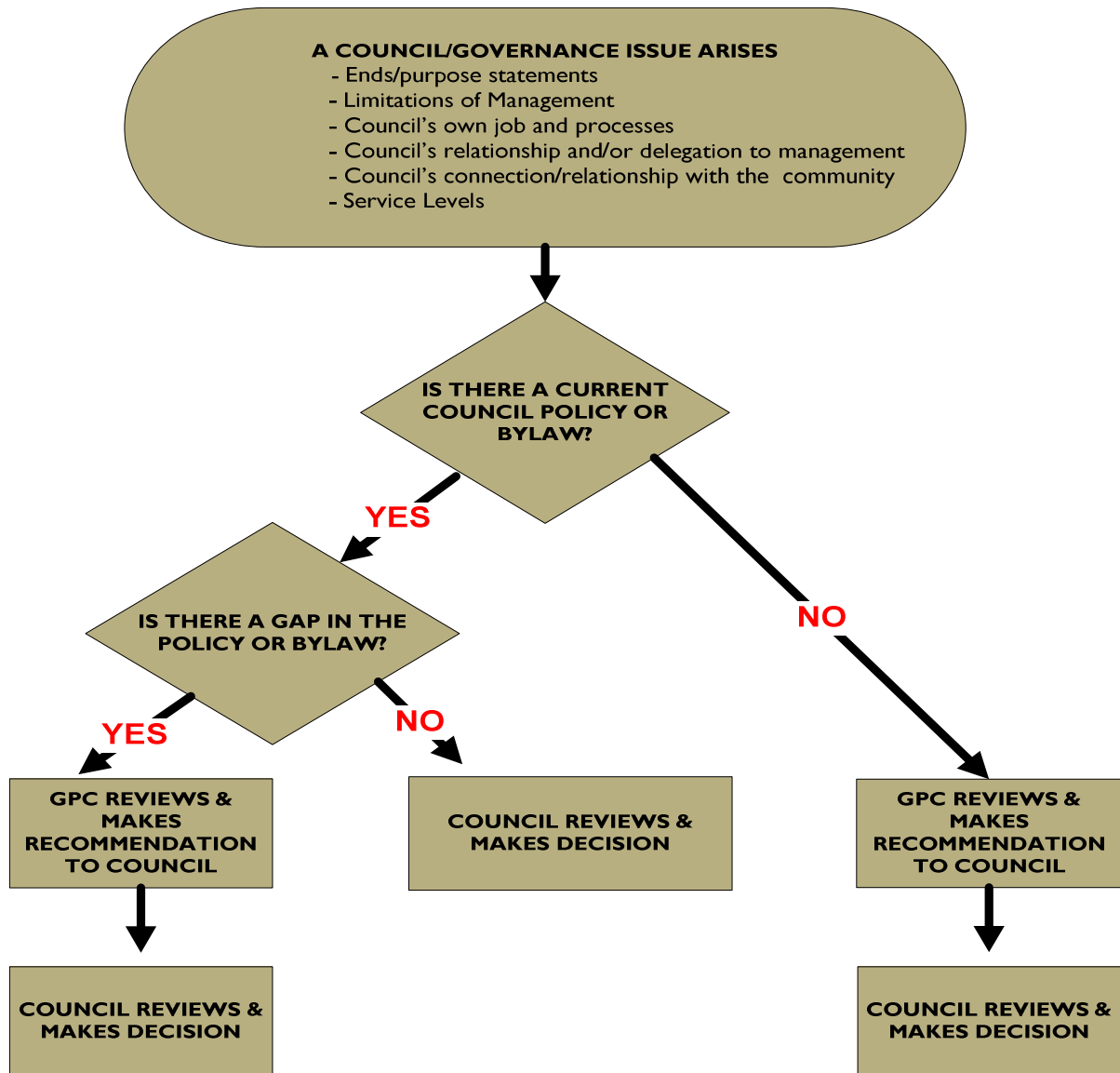
Policy Adopted	October 15, 2012
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 THE CITY OF <b>Red Deer</b>	<b>Council Policy</b>	
	<b>Decision Making</b>	
	Policy Type: GOVERNANCE PROCESS	GP-A-2.3

Policy Revised	March 18, 2013
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	<b>Council Policy</b>	
	<b>Decision Making</b>	
	Policy Type: GOVERNANCE PROCESS	GP-A-2.3

**Appendix A: How Issues go to GPC and Council**

	Council Policy	
	Mayor & Acting Mayor's Role	
	Policy Type: GOVERNANCE PROCESS	GP-B-2.1

The primary function of the Mayor is to help Council do its work and accomplish its objectives. The assigned result of the Mayor's job is that Council behaves consistently with its own policies and those legitimately imposed upon it from outside the organization.

1 Role of the Mayor as Head of Council:

(1) Leadership:

- (a) The Mayor provides leadership to Council.
- (b) The Mayor ensures integrity in the Council process.
- (c) The Mayor ensures meeting discussion content will be on issues which according to Council policy clearly belong to Council to decide or to monitor.
- (d) The Mayor will appoint Councillors to City and affiliated committees.

(2) Relationship/Link with City Manager:

- (a) The Mayor is the principal elected link between Council and the City Manager.
- (b) The Mayor will review Council Agendas with the City Manager.

(3) Representation:

- (a) ~~The Mayor is the official spokesperson of Council unless otherwise delegated.~~ **Reflected in Code**
- (b) The Mayor will represent The City at public functions and ceremonies that Council or the Mayor determines appropriate.
- (c) The Mayor will liaise with elected officials from other municipalities and other levels of government on matters of concern to The City.
- (d) The Mayor is a member of all Council committees and all bodies to which Council has the right to appoint members, unless Council provides otherwise.

2 Role of the Mayor as Chief Governance Officer:

(1) Policy Guidance Monitoring & Review:

- (a) The Mayor is authorized to make reasonable interpretations of Governance Process policies and Council-Management Delegation policies.
- (b) The Mayor will monitor Council's adherence to its policies and ensure annual review of the Red Deer Governance Framework.

(2) Conflict Resolution:

- (a) The Mayor will assist Council members, when necessary, in resolving disputes and issues.

(3) Compliance with the Code of Conduct:

- (a) The Mayor will address any matters brought to his/her attention that are either perceived or actual violations of the Code of Conduct. **May require amendment based on Code direction**

3 Delegation:

- (1) The Mayor may delegate this authority within Council, but remains accountable for its use.

	<b>Council Policy</b>	
	<b>Mayor &amp; Acting Mayor's Role</b>	
	Policy Type: GOVERNANCE PROCESS	GP-B-2.1

4 Acting Mayor:

- (1) An Acting Mayor will be appointed when the Mayor is absent for a minimum of one month.
- (2) The Acting Mayor will receive the same compensation as the Mayor during the period they are in the role of Acting Mayor.

**Document History:**

Policy Adopted	October 15, 2012
Policy Revised	March 18, 2013

**Administrative Revisions:**

<b>Date:</b>	<b>Description:</b>
October 6, 2017	Updated to current format.

	Council Policy	
	Council's Role & Responsibilities	
	Policy Type: GOVERNANCE PROCESS	GP-B-2.0

- 1 In accordance with the MGA s.3, the purposes of a municipality are to:
  - (a) provide good government;
    - (a.1) to foster the well-being of the environment,
  - (b) provide services, facilities or other things that, in the opinion of Council, are necessary or desirable for all or a part of the municipality,
  - (c) develop and maintain safe and viable communities, and
  - (d) to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services
  
- 2 Council is responsible for producing three non-delegable outcomes:
  - (1) connection with the community
  - (2) written governing policies
  - (3) assured organizational performance
  
- 3 Leadership Role:
  - (1) Vision: Council, including every new term of office, reviews and sets the future vision of the organization through Purpose Statements.
  - (2) Priorities: Council sets the Strategic Priorities for the organization every four years.
  - (3) Legislative: Council upholds the laws governing the collective and individual behavior of Council members.
    - (a) Council members need to ensure they not only act in the right interests and with the right motivations; they need to be seen to be acting ethically.
  - (4) Mentor: Act as mentors for new Council Members and assist in their orientation.
  - (5) Linkage with Other Organizations: Council will identify organizations in the community with a mutual interest in the betterment of the community and establish mechanisms for maintaining open communication with these organizations.
  
- 4 Representational Role:
  - (1) Community Input: Council will seek the input of the community on key issues and act in the best interests of the community.
  - (2) Community & Organization Advocate: Council will represent the interests of the residents, tax payers, and the organization by:
    - (a) Ensuring the city and organization's interests are represented to Provincial and Federal levels of government, where appropriate.
    - (b) Bringing advocacy related resolutions forward to open Council for consideration. These may include: comments on discussion papers, proposed amendments to legislation, or other matters at the provincial and/or federal level.
    - (c) Investing in relationships with key government representatives and with a multitude of stakeholders for effective advocacy.
    - (d) Implementing an advocacy/governance strategy for effective management of issues that impact The City of Red Deer.



	Council Policy	
	Council's Role & Responsibilities	
	Policy Type: GOVERNANCE PROCESS	GP-B-2.0

~~(3) Council will participate in and attend Council meetings, government functions, committees, workshops and retreats.~~ **Included in Code**

5 Conflict Resolution Role:

- (1) Resolve Difference, Seek Alternatives, Review Policy Options: Council members will resolve differences on matters within the jurisdiction of the municipality.
- (2) Council will listen to all sides of an issue, seek administrative advice and research as necessary; review policy and budgetary consequences; ensure a thorough process has been followed; and decide.

6 Policy Role:

- (1) Council makes decisions with long-term perspective in the interests of its citizens.
  - (a) In order to ensure their decision-making effectiveness, it is important that Council members attend Council meetings, Council workshops and meetings for committees to which they have been assigned.
- (2) Council establishes the policies and bylaws necessary to translate Council decisions into action to guide the activities and actions of staff, Council and citizens.
- (3) Council ensures present Council policies reflect current Council's views.
- (4) Council ensures those issues delegated by law or policy to the City Manager are, in fact, delegated.

7 Role in Determining/Establishing Service Delivery:

- (1) Determine Services: Council decides which services will be offered.
- (2) Levels of Service: Council determines the level of services.
- (3) Report Publicly: Council ensures the decisions of Council are properly discharged.

8 Role in Monitoring Results:

- (1) Assess Annual Results: Council assesses the annual results of the activities and projects undertaken by the municipality.

9 Fiduciary Leadership Role:

- (1) Budget Process: Council ensures an appropriate and comprehensive budget process has been established.
  - (a) Council signals what results are to be achieved, and the degree of tax subsidy by the residents/businesses of the community.
  - (b) Council may provide open access to the public for preliminary budget discussions.
- (2) Financial Policies: Council ensures comprehensive financial policies are in place.
- (3) External Audit and Compliance: Council ensures the external auditor has access to all necessary financial information, and monitor the administration's compliance with any recommendations.

	Council Policy	
	Council's Role & Responsibilities	
	Policy Type: GOVERNANCE PROCESS	GP-B-2.0

**Document History:**

Policy Adopted	October 15, 2012
Policy Revised	March 18, 2013
Policy Revised	July 8, 2013



**DATE:** July 11, 2018

**TO:** Lisa Perkins, Director of Corporate Services

**FROM:** Frieda McDougall, Legislative Services Manager

**SUBJECT:** Implementing Municipal Government Act (MGA) Amendments: Council Code of Conduct Bylaw 3608/2018

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**Reference Report:**

Legislative Services, dated June 18, 2018

**Resolution:**

At the Monday, July 9, 2018 Regular Council Meeting, Council passed the following Resolutions:

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3608/2018, Section 11.4 by deleting the words “or elsewhere”

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3608/2018, Section 15.2 by adding the wording:  
“Council members will file a disclosure with the Legislative Services Manager for all accepted gifts, discounts, or hospitality valued at great than \$50.”

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3608/2018, Section 13.2 by deleting the words “unless excused by council” and adding the following words to the end of the sentence “unless doing so is not practically possible.”

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3608/2018, Section 19.1 by adding the following:

- (d) If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Reviewer;
- (e) Upon receipt of a complaint under this Bylaw, the Reviewer shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Reviewer is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Reviewer may choose not to investigate and may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Reviewer's decision;
- (f) In all other cases, the Reviewer will refer the complaint to the Investigator. The Investigator shall take such steps as it may consider appropriate, which may

include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;

- (g) If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;

A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed.

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3608/2018, Section 2.1(i) by deleting and replacing the definition with the following: "Reviewer" means the Mayor and two Members, none of whom are the subject of or are implicated in the complaint.' Members would be selected on a rotation by the Mayor or Deputy Mayor

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3608/2018 as follows:

Correct the preamble to ensure wording relates to members of Council versus Councillor

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3608/2018, Section 4.1(c) by adding the wording "as well as deputy mayor duties" following the words "appointed by Council"

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3608/2018, by adding the following as Section 8.1 and subsequently renumbering the remainder of Section 8.

Council members will establish and model a respectful workplace where they will not speak disrespectfully about the organization, other members of Council, the City Manager, or employees of The City.

Resolved that Council of The City of Red Deer hereby directs Administration to explore verbiage related to 12.1(b) to define the words offensive or inappropriate.

#### **Bylaw Reading:**

At the Monday, July 9, 2018 Regular Council Meeting, Council gave first reading to the following bylaw, as amended:

**Bylaw 3357/HH-2018** (a Code of a Conduct bylaw which governs the conduct of Councillors)

#### **Report back to Council:**

Yes.



**Comments/Further Action:**

This Bylaw will come back for second and third reading on Monday, July 23, 2018 during Council's regular meeting.

A handwritten signature in blue ink, appearing to read "Frieda McDougall".

For Frieda McDougall  
Manager

- c. Deputy City Clerk  
Divisional Strategist – Corporate Services  
City Solicitor  
Corporate Meeting Administrator



July 3, 2018

## Bylaw Amendments re: Safety Codes and Development Permit Fee Increases

Legislative Services

### **Report Summary & Recommendation:**

---

#### **Summary:**

The attached report is being brought forward from the Monday, June 25, 2018 Regular City Council meeting.

#### **Recommendation:**

That Council consider second and third readings of Bylaw 3555/A-2018 and Bylaw 3551/A-2018.

#### **Background:**

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At the Monday, June 25, 2018 Council gave first reading to Bylaw 3555/A-2018 – an amendment to the Development Permit Fee Bylaw to include increases to Development Permit Fees. Council also gave first reading to Bylaw 3551/A-2018 – an amendment to the Safety Codes Permit Fee Bylaw to include increases to Safety Codes.

#### **Proposed Resolution:**

---

That Bylaw 3555/A-2018 and Bylaw 3551/A-2018 be read a second and third time.



June 12, 2018

Originally Submitted to the June  
25, 2018 Council Meeting.

## Bylaw Amendments re: Safety Codes and Development Permit Fee Increases

Administrative Report

### Report Summary

---

The City of Red Deer's Safety Codes Permit and Development Permit fees are considerably lower than those in other municipalities in Alberta (Appendix H). The recommended 3% increase supports the Budget Guidelines approved by Council for the 2018 Operating Budget, and finalizes the approval given during the Operating Budget in January 2018.

Further, the addition of a Development Permit fee specific to the new use of Cannabis Retail Sales, ensures The City is compensated appropriately for the administrative work required to process those applications.

Administration respectfully requests Council proceed with first readings to *Development Permit Fee Bylaw 3555/A-2018* and *Safety Codes Permit Fee Bylaw 3551/A-2018*, with second and third readings on July 9, 2018. This approves the recommended increases to the Safety Codes and Development Permit fees, as shown in Appendices C and F.

### City Manager Comments

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I support the recommendation of Administration as this merely implements decisions made during budget. If first reading of Bylaw 3555/A-2018 and Bylaw 3551/A-2018 is given, these bylaws will come back for second and third reading at the Monday, July 9, 2018 Council Meeting.

Craig Curtis  
City Manager

### Proposed Resolutions

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That Bylaw 3555/A-2018 and Bylaw 3551/A-2018 be read a first time.

## Rationale for Recommendations

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- 1) **Adjustments to Safety Codes and Development Permit fees and charges ensures that those utilizing the services are not substantially being subsidized by the tax base.**
- 2) **The proposed addition of a Cannabis Retail Sales Development Permit fee ensures compensation for the administrative processes required to process this new type of use.**
- 3) **Recommendations support the approved 3% increase in the 2018 Operating Budget.**

## Discussion

Item	Dept	Initiative Title	2018 Salary INC.	2018 Ongoing INC.	2018 One Time REQ'D	2019 Ongoing INC.	2019 One Time REQ'D	2020 Ongoing REQ'D	2020 One Time REQ'D	2021 Ongoing REQ'D	2021 One Time REQ'D
38.0	INL	Permit Revenue Adjustment	(127,910)	243,938	221,738						

### Background

As part of the 2018 Operating Budget, a Funding Adjustment Recommendation (FAR) for permit revenue adjustments, including a 3% increase to permit fees, was considered and approved.

The following resolution was passed by Council at the January 9, 2018 Operating Budget Meeting:

*“Resolved that Council of The City of Red Deer having considered the 2018 Interim Operating Budget hereby approves the following 2018 and 2019 Tax Supported Funding Adjustment Recommendations as part of the 2018 Operating Budget:*

In Appendix B and E, there are strikethrough versions of the *Development Permit Fee Bylaw* and *Safety Codes Permit Fee Bylaw* that identify the current fees along with the proposed fees for both Safety Codes Permits and Development Permits.

The proposed fee increase includes only the first step in a larger review, as directed within the Value for Money Review of the building and development areas for The City.

### Value for Money Review

The Value for Money Review, conducted by KPMG in 2016, included a number of recommendations specific to The City's permit fees. The document identifies that fees for The



City's services are not cost recovered and that fees do not reflect the effort provided by staff in service delivery.

Further, a comprehensive review of fees was considered as a high value, high complexity option for consideration, identifying the need as high priority. Related options included charging for permits/services that The City does not currently charge for and differentiating fee levels for homeowners.

Administration has conducted the work recommended by KPMG, which will be brought forward for Council's consideration as part of the 2019 Operating Budget.

*Development Permit Fee for Cannabis Retail Sales*

The proposed amendment to the Development Permit Fee Bylaw includes the addition of a fee specific to the new use of Cannabis Retail Sales.

In preparation for adding the fee to the bylaw, Administration conducted a review of municipal comparisons, as well as an estimate of the full cost accounting. The fees in other municipalities range greatly from \$213 to \$5,600 with the average of the six communities' at approximately \$1,215 (Appendix G).

Administration estimated the time to process an application to be similar to that of a Discretionary Use commercial permit and used those amounts to determine the fee to charge for a Cannabis Retail Sales Development Permit.

## Appendices

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- Appendix A: *Development Permit Fee Bylaw 3555/A-2018*
- Appendix B: Schedule 'A' of *Development Permit Fee Bylaw 3555/A-2018*, Strikethrough
- Appendix C: Schedule 'A' of *Development Permit Fee Bylaw 3555/A-2018*, Clean
- Appendix D: *Safety Codes Permit Fee Bylaw 3551/A-2018*
- Appendix E: Schedule 'A' of *Safety Codes Permit Fee Bylaw 3551/A-2018*, Strikethrough
- Appendix F: Schedule 'A' of *Safety Codes Permit Fee Bylaw 3551/A-2018*, Clean
- Appendix G: Fees and Charges Basic Market Analysis for Cannabis Development Permit
- Appendix H: Excerpt from Value for Money Review

**BYLAW NO. 3555/A-2018**

Being a Bylaw to amend Bylaw No. 3555/2015, the Development Permit Fees Bylaw of The City of Red Deer as described herein.

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

Bylaw No. 3555/2015 is hereby amended as follows:

1. By removing and replacing “Schedule “A” – FEES FOR PERMITS AND SERVICES” in it’s entirety.
2. This amendment shall come into force on July 1, 2018.

READ A FIRST TIME IN OPEN COUNCIL this                      day of 2018.

READ A SECOND TIME IN OPEN COUNCIL this                      day of 2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of 2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of 2018.

\_\_\_\_\_  
MAYOR

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

**SCHEDULE "A"**  
**FEES FOR PERMITS AND SERVICES**

<b>Development Services</b>	<b>Fee</b>
Real Property Reports – Residential	<del>\$ 93.00</del> <u>\$95.80</u>
Real Property Reports – Non-Residential	<del>\$124.00</del> <u>\$127.70</u>
Condominium Plan Review	<del>\$ 49.70</del> <u>\$51.20</u> /Unit
Conformance letters	<del>\$ 74.45</del> <u>\$76.70</u> /site
Caveat	<del>\$ 93.00</del> <u>\$95.80</u>
Grade Certificate	<del>\$ 30.30</del> <u>\$31.20</u>
<b>Development Permit Applications and Related Services</b>	
Permitted and Discretionary Use – Minimum Base Fee	<del>\$ 93.00-</del> <u>\$95.80</u>
<u>Cannabis Retail Sales</u>	<u>\$539.45</u>
Change of Use Permitted	<del>\$155.00</del> <u>\$159.65</u>
Change of Use Discretionary	<del>\$ 93.00</del> <u>\$95.80</u>
Variance to the Land Use Bylaw	<del>\$247.75</del> <u>\$255.20</u>
Multiple Family and Multi-Attached Buildings:	
• 4 – 10 Units	<del>\$247.75</del> <del>\$255.20</del> plus \$ <del>18.40</del> <u>\$18.95</u> /unit
• 11 – 20 Units	<del>\$434.00-</del> <u>447.00</u> plus <del>\$ 18.40</del> <u>\$18.95</u> /unit
• 21 – 50 Units	<del>\$619.95</del> <del>\$638.55</del> plus \$ <del>\$18.40</del> <u>\$18.95</u> /unit
• 50 or More Units	<del>\$743.95</del> <del>\$766.25</del> plus \$ <del>\$18.40</del> <u>\$18.95</u> /unit
Commercial/Industrial/Institutional and Places of Assembly	<del>\$ 310.00</del> <del>\$319.30</del> plus <del>\$ 43.45</del> <u>\$44.75</u> /100 m <sup>2</sup>
Signs	
• General	<del>\$12.40</del> <u>\$12.75</u> /m <sup>2</sup> <del>(\$67.80</del> <u>\$69.85</u> minimum)
• Portable Signs	<del>\$106.00</del> <u>\$109.20</u>



• Seasonal Signs	<del>\$ 31.00</del> <a href="#">\$31.95</a>
• Supergraphics	<del>\$ 37.20</del> <a href="#">\$38.30</a>
Information Distribution, where neighbouring properties provided notification	<del>\$ 124.00</del> <a href="#">\$127.70</a>
Advertising	<del>\$ 74.75</del> <a href="#">\$76.70</a>

**SCHEDULE “A”  
FEES FOR PERMITS AND SERVICES**

<b>Development Services</b>	<b>Fee</b>
Real Property Reports – Residential	\$ 95.80
Real Property Reports – Non-Residential	\$127.70
Condominium Plan Review	\$ 51.20/Unit
Conformance letters	\$ 76.70/site
Caveat	\$ 95.80
Grade Certificate	\$ 31.20
<b>Development Permit Applications and Related Services</b>	
Permitted and Discretionary Use – Minimum Base Fee	\$ 95.80
Cannabis Retail Sales	\$539.45
Change of Use Permitted	\$159.65
Change of Use Discretionary	\$ 95.80
Variance to the Land Use Bylaw	\$255.20
Multiple Family and Multi-Attached Buildings:	\$255.20 plus \$18.95/unit
• 4 – 10 Units	
• 11 – 20 Units	\$447.00 plus \$18.95/unit
• 21 – 50 Units	\$638.55 plus \$18.95/unit
• 50 or More Units	\$766.25 plus \$18.95/unit
Commercial/Industrial/Institutional and Places of Assembly	\$319.30 plus \$44.75/100 m <sup>2</sup>
Signs	
• General	\$12.75/m <sup>2</sup> (\$69.85 minimum)
• Portable Signs	\$109.20
• Seasonal Signs	\$ 31.95
• Supergraphics	\$ 38.30
Information Distribution, where neighbouring properties provided notification	\$127.70
Advertising	\$ 76.70



**BYLAW NO. 3551/A-2018**

Being a Bylaw to amend Bylaw No. 3551/2015, the Safety Codes Permit Bylaw of The City of Red Deer as described herein.

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

Bylaw No. 3551/2015 is hereby amended as follows:

1. By removing and replacing “Schedule “A” – FEES FOR PERMITS AND SERVICES UNDER SAFETY CODES ACT” in it’s entirety.
2. This amendment shall come into force on July 1, 2018.

READ A FIRST TIME IN OPEN COUNCIL this                      day of 2018.

READ A SECOND TIME IN OPEN COUNCIL this                      day of 2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of 2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of 2018.

\_\_\_\_\_  
MAYOR

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

<sup>10</sup>SCHEDULE "A"

## FEES FOR PERMITS AND SERVICES UNDER SAFETY CODES ACT

<b>Plumbing Permits</b>	<b>Fee</b>
Minimum fee	<del>\$ 68.55</del> <u>\$70.60</u>
For each fixture, discharge device, or weeping tile	<del>\$ 9.70</del> <u>\$10.00</u>
Installation of backflow device/lawn sprinkler	<del>\$ 68.55</del> <u>\$70.60</u>
Ditch permit to service site – residential and commercial	<del>\$ 68.55</del> <u>\$70.60</u>
Private sewage disposal	<del>\$ 112.85</del> <u>\$116.25</u>
<b>Gas Permits</b>	<b>Fee</b>
Minimum fee	<del>\$ 68.55</del> <u>\$70.60</u>
All major occupancies other than single family and two family residences (to be determined by the total B.T.U rating for all gas fixtures, furnaces, or other devices installed):	
• 65,000 B.T.U./HR input or less	<del>\$ 68.55</del> <u>\$70.60</u>
• 65,001 – 400,000 B.T.U./HR input or less	<del>\$ 82.75</del> <u>\$85.25</u>
• 400,001 – 500,000 B.T.U./HR input or less	<del>\$ 117.30</del> <u>\$120.80</u>
• 500,001 – 1,000,000 B.T.U./HR input or less	<del>\$ 151.65</del> <u>\$156.20</u>
• 1,000,001 – 5,000,000 B.T.U./HR input or less	<del>\$ 275.80</del> <u>\$284.05</u>
• 5,000,001 B.T.U./HR input or more	<del>\$ 379.15</del> <u>\$390.50</u>
Temporary gas line	<del>\$ 68.55</del> <u>\$70.60</u>
Gas fireplace installation	<del>\$ 68.55</del> <u>\$70.60</u>
Alterations	<del>\$ 68.55</del> <u>\$70.60</u>
<b>Building Permits</b>	<b>Fee</b>
Minimum fee	<del>\$ 75.25</del> <u>\$77.50</u>
Fireplace installation – solid fuel appliance	<del>\$68.15</del> <u>\$70.20</u>
For each \$1,000.00 or part of that of construction costs –commercial	<del>\$ 8.30</del>

<sup>10</sup> Fee change as per 2016 Alberta Consumer Price Index (CPI), 3551/A-2016



buildings	<u>\$8.55</u>
For each \$1,000.00 or part of that of construction costs – industrial and public buildings	<del>\$ 7.70</del> <u>\$7.95</u>
New residential buildings:	<del>\$ 0.59</del> <u>\$0.61</u> /ft <sup>2</sup>
• main floor	( <del>\$ -6.30</del> <u>6.50</u> /m <sup>2</sup> .)
• any additional above-grade levels	\$ <del>0.40</del> <u>0.41</u> /ft <sup>2</sup> . ( <del>\$ -4.25</del> <u>4.40</u> /m <sup>2</sup> .)
• basement development	\$ <del>0.21</del> <u>0.22</u> /ft <sup>2</sup> . ( <del>\$ -2.30</del> <u>2.35</u> /m <sup>2</sup> .)
• garages and carports	\$ 0.16/ft <sup>2</sup> . ( <del>\$ -1.72</del> <u>1.75</u> /m <sup>2</sup> .)
• apartments, townhouses, and row housing	\$ <del>0.59</del> <u>0.61</u> /ft <sup>2</sup> . ( <del>\$ -6.230</del> <u>\$6.40</u> m <sup>2</sup> )
• decks	\$ <del>75.25</del> <u>77.50</u>
Completion report – Residential (incl. Apartments)	\$ <del>12.40</del> <u>12.75</u> /unit (minimum \$ <del>74.45</del> <u>76.70</u> ; maximum \$ <del>341.25</del> <u>\$351.50</u> )
Completion report - Commercial/Industrial/Public buildings	\$ <del>74.45</del> <u>76.70</u> /100 m <sup>2</sup> or portion of it (minimum \$ <del>74.45</del> <u>76.70</u> ; maximum \$ <del>341.25</del> <u>351.50</u> )
Each heating unit or system – residential	<del>\$68.55</del> <u>70.60</u>
Each heating unit or system – non-residential	
• 65,001 – 400,000 B.T.U./HR input or less	<del>\$82.75</del> <u>85.25</u>
• 400,001 – 500,000 B.T.U./HR input or less	<del>\$117.25</del> <u>120.75</u>
• 500,001 – 1,000,000 B.T.U./HR input or less	<del>\$151.65</del> <u>156.20</u>
• 1,000,001 – 5,000,000 B.T.U./HR input or less	<del>\$275.80</del> <u>284.05</u>
• 5,000,001 B.T.U./HR input or more	<del>\$378.35</del> <u>389.70</u>
<b>Electrical Permits – Contractors</b>	<b>Fee</b>
Minimum fee	\$ <del>68.55</del> <u>\$70.60</u>

Installation cost (including labour):	
• \$1,000 - \$1,999	\$ <del>82.75</del> <u>85.25</u>
• \$2,000 - \$2,999	\$ <del>103.50</del> <u>106.60</u>
• \$3,000 - \$3,999	\$ <del>124.15</del> <u>127.85</u>
• \$4,000 - \$4,999	\$ <del>144.90</del> <u>149.25</u>
• \$5,000 - \$5,999	\$ <del>158.60</del> <u>163.35</u>
• \$6,000 - \$6,999	\$ <del>172.40</del> <u>177.55</u>
• \$7,000 - \$7,999	\$ <del>186.20</del> <u>191.80</u>
• \$8,000 - \$8,999	\$ <del>200.00</del> <u>206.00</u>
• \$9,000 - \$10,000	\$ <del>213.70</del> <u>220.10</u>
• Over \$10,000	\$ <del>213.70</del> <u>220.10</u> plus <del>1.15</del> <u>1.20</u> % of the installation cost over \$ 10,000
<b>Electrical Permits – Annual</b>	<b>Fee</b>
Rating of installation kV.A:	
• 100 or less	\$ <del>175.85</del> <u>181.15</u>
• 101 to 2,500	\$ <del>175.85</del> <u>181.15</u> plus \$ <del>14.60</del> <u>15.00</u> per 100 kV.A or any fraction over 100
• 2,501 to 5,000	\$ <del>597.75</del> <u>615.70</u> plus \$ <del>10.90</del> <u>11.25</u> per 100 kV.A or any fraction over 2,500
• 5,001 to 10,000	\$ <del>925.25</del> <u>953.00</u> plus \$ <del>7.50</del> <u>7.70</u> per 100 kV.A or any fraction over 5,000
• 10,001 to 20,000	\$ <del>1,373.30</del> <u>1414.50</u> plus \$ <del>3.75</del> <u>3.85</u> per 100 kV.A or any fraction over 10,000

• Over 20,000		\$ <del>1,821.40</del> <u>1876.05</u> plus \$ <del>0.95</del> <u>1.00</u> per 100 kV.A over 20,000	
Occupancy Permits			
Occupancy Permit		\$ <del>75.30</del> <u>77.55</u>	
Electrical Permits – Homeowner			
Value of Material	Fee	Value of Material	Fee
\$0.00 - \$450.00	\$ <del>68.55</del> <u>70.60</u>	\$1,700.01 - \$1,750.00	\$ <del>122.00</del> <u>125.65</u>
\$450.01 - \$500.00	\$ <del>70.30</del> <u>72.40</u>	\$1,750.01 - \$1,800.00	\$ <del>124.15</del> <u>127.85</u>
\$500.01 - \$550.00	\$ <del>72.35</del> <u>74.50</u>	\$1,800.01 - \$1,850.00	\$ <del>126.30</del> <u>130.10</u>
\$550.01 - \$600.00	\$ <del>74.60</del> <u>76.85</u>	\$1,850.01 - \$1,900.00	\$ <del>128.30</del> <u>132.15</u>
\$600.01 - \$650.00	\$ <del>76.60</del> <u>78.90</u>	\$1,900.01 - \$1,950.00	\$ <del>130.20</del> <u>134.10</u>
\$650.01 - \$700.00	\$ <del>78.70</del> <u>81.05</u>	\$1,950.01 - \$2,000.00	\$ <del>132.45</del> <u>136.40</u>
\$700.01 - \$750.00	\$ <del>80.75</del> <u>83.15</u>	\$2,000.01 - \$2,050.00	\$ <del>134.45</del> <u>138.50</u>
\$750.01 - \$800.00	\$ <del>82.75</del> <u>85.25</u>	\$2,050.01 - \$2,100.00	\$ <del>136.60</del> <u>140.70</u>
\$800.01 - \$850.00	\$ <del>84.90</del> <u>87.45</u>	\$2,100.01 - \$2,150.00	\$ <del>138.50</del> <u>142.65</u>
\$850.01 - \$900.00	\$ <del>86.90</del> <u>89.50</u>	\$2,150.01 - \$2,200.00	\$ <del>140.60</del> <u>144.80</u>
\$900.01 - \$950.00	\$ <del>89.00</del> <u>91.65</u>	\$2,200.01 - \$2,250.00	\$ <del>142.75</del> <u>147.05</u>
\$950.01 - \$1,000.00	\$ <del>91.15</del> <u>93.90</u>	\$2,250.01 - \$2,300.00	\$ <del>144.90</del> <u>149.25</u>
\$1,000.01 - \$1,050.00	\$ <del>93.15</del> <u>95.95</u>	\$2,300.01 - \$2,350.00	\$ <del>146.90</del> <u>151.30</u>
\$1,050.01 - \$1,100.00	\$ <del>95.25</del> <u>98.10</u>	\$2,350.01 - \$2,400.00	\$ <del>149.00</del> <u>153.45</u>
\$1,100.01 - \$1,150.00	\$ <del>97.25</del> <u>100.15</u>	\$2,400.01 - \$2,450.00	\$ <del>151.05</del> <u>155.60</u>
\$1,150.01 - \$1,200.00	\$ <del>99.35</del> <u>102.35</u>	\$2,450.01 - \$2,500.00	\$ <del>153.10</del> <u>157.70</u>
\$1,200.01 - \$1,250.00	\$ <del>101.35</del> <u>104.40</u>	\$2,500.01 - \$2,550.00	\$ <del>154.44</del> <u>159.05</u>
\$1,250.01 - \$1,300.00	\$ <del>103.55</del> <u>106.65</u>	\$2,550.01 - \$2,600.00	\$ <del>155.85</del> <u>160.55</u>
\$1,300.01 - \$1,350.00	\$ <del>105.60</del> <u>108.75</u>	\$2,600.01 - \$2,650.00	\$ <del>157.15</del> <u>161.85</u>
\$1,350.01 - \$1,400.00	\$ <del>107.60</del> <u>110.85</u>	\$2,650.01 - \$2,700.00	\$ <del>158.65</del> <u>163.40</u>

\$1,400.01 - \$1,450.00	\$ <del>109.70</del> <u>113.00</u>	\$2,700.01 - \$2,750.00	\$ <del>160.05</del> <u>164.85</u>
\$1,450.01 - \$1,500.00	\$ <del>111.80</del> <u>115.15</u>	\$2,750.01 - \$2,800.00	\$ <del>161.40</del> <u>166.25</u>
\$1,500.01 - \$1,550.00	\$ <del>113.85</del> <u>117.25</u>	\$2,800.01 - \$2,850.00	\$ <del>162.75</del> <u>167.65</u>
\$1,550.01 - \$1,600.00	\$ <del>115.80</del> <u>119.25</u>	\$2,850.01 - \$2,900.00	\$ <del>164.14</del> <u>169.05</u>
\$1,600.01 - \$1,650.00	\$ <del>117.90</del> <u>121.45</u>	\$2,900.01 - \$2,950.00	\$ <del>165.50</del> <u>170.45</u>
\$1,650.01 - \$1,700.00	\$ <del>120.00</del> <u>123.60</u>	\$2,950.01 - \$3,000.00	\$ <del>166.90</del> <u>171.90</u>
<b>General Fees</b>			<b>Fee</b>
Requested additional inspection			\$ <del>137.95</del> <u>100.00</u>
Re-inspection fee			\$ <del>137.95</del> <u>142.10</u>

<sup>10</sup>SCHEDULE "A"  
FEES FOR PERMITS AND SERVICES UNDER SAFETY CODES ACT

<b>Plumbing Permits</b>	<b>Fee</b>
Minimum fee	\$70.60
For each fixture, discharge device, or weeping tile	\$10.00
Installation of backflow device/lawn sprinkler	\$70.60
Ditch permit to service site – residential and commercial	\$70.60
Private sewage disposal	\$116.25
<b>Gas Permits</b>	<b>Fee</b>
Minimum fee	\$70.60
All major occupancies other than single family and two family residences (to be determined by the total B.T.U rating for all gas fixtures, furnaces, or other devices installed):	
• 65,000 B.T.U./HR input or less	\$70.60
• 65,001 – 400,000 B.T.U./HR input or less	\$85.25
• 400,001 – 500,000 B.T.U./HR input or less	\$120.80
• 500,001 – 1,000,000 B.T.U./HR input or less	\$156.20
• 1,000,001 – 5,000,000 B.T.U./HR input or less	\$284.05
• 5,000,001 B.T.U./HR input or more	\$390.50
Temporary gas line	\$70.60
Gas fireplace installation	\$70.60
Alterations	\$70.60
<b>Building Permits</b>	<b>Fee</b>
Minimum fee	\$77.50
Fireplace installation – solid fuel appliance	\$70.20

<sup>10</sup> Fee change as per 2016 Alberta Consumer Price Index (CPI), 3551/A-2016



For each \$1,000.00 or part of that of construction costs –commercial buildings	\$8.55
For each \$1,000.00 or part of that of construction costs – industrial and public buildings	\$7.95
New residential buildings:	\$0.61/ft <sup>2</sup>
• main floor	(\$ 6.50/m <sup>2</sup> .)
• any additional above-grade levels	\$ 0.41/ft <sup>2</sup> . (\$ 4.40/m <sup>2</sup> .)
• basement development	\$ 0.22/ft <sup>2</sup> . (\$ 2.35/m <sup>2</sup> .)
• garages and carports	\$ 0.16/ft <sup>2</sup> . (\$ 1.75/m <sup>2</sup> .)
• apartments, townhouses, and row housing	\$ 0.61/ft <sup>2</sup> . \$6.40m <sup>2</sup> )
• decks	\$ 77.50
Completion report – Residential (incl. Apartments)	\$ 12,75/unit (minimum \$76.70; maximum \$ 3351.50)
Completion report - Commercial/Industrial/Public buildings	\$ 76.70/100 m <sup>2</sup> or portion of it  (minimum \$ 76.70; maximum \$ 351.50)
Each heating unit or system – residential	\$ 70.60
Each heating unit or system – non-residential	
• 65,001 – 400,000 B.T.U./HR input or less	\$ 85.25
• 400,001 – 500,000 B.T.U./HR input or less	\$ 120.75
• 500,001 – 1,000,000 B.T.U./HR input or less	\$ 156.20
• 1,000,001 – 5,000,000 B.T.U./HR input or less	\$ 284.05
• 5,000,001 B.T.U./HR input or more	\$ 389.70

Electrical Permits – Contractors	Fee
Minimum fee	\$ \$70.60
Installation cost (including labour):	
• \$1,000 - \$1,999	\$ 85.25
• \$2,000 - \$2,999	\$ 106.60
• \$3,000 - \$3,999	\$ 127.85
• \$4,000 - \$4,999	\$ 149.25
• \$5,000 - \$5,999	\$ 163.35
• \$6,000 - \$6,999	\$ 177.55
• \$7,000 - \$7,999	\$ 191.80
• \$8,000 - \$8,999	\$ 206.00
• \$9,000 - \$10,000	\$ 220.10
• Over \$10,000	\$ 220.10 plus 1.20% of the installation cost over \$ 10,000
Electrical Permits – Annual	Fee
Rating of installation kV.A:	
• 100 or less	\$ 181.15
• 101 to 2,500	\$ 181.15 plus \$ 15.00 per 100 kV.A or any fraction over 100
• 2,501 to 5,000	\$ 615.70 plus \$ 11.25 per 100 kV.A or any fraction over 2,500
• 5,001 to 10,000	\$ 953.00 plus \$ 7.70 per 100 kV.A or any fraction over 5,000

• 10,001 to 20,000		\$ 1414.50 plus \$ 3.85 per 100 kV.A or any fraction over 10,000	
• Over 20,000		\$ 1876.05plus \$ 1.00 per 100 kV.A over 20,000	
Occupancy Permits			
Occupancy Permit		\$ 77.55	
Electrical Permits – Homeowner			
Value of Material	Fee	Value of Material	Fee
\$0.00 - \$450.00	\$ 70.60	\$1,700.01 - \$1,750.00	\$ 125.65
\$450.01 - \$500.00	\$ 72.40	\$1,750.01 - \$1,800.00	\$ 127.85
\$500.01 - \$550.00	\$ 74.50	\$1,800.01 - \$1,850.00	\$ 130.10
\$550.01 - \$600.00	\$ 76.85	\$1,850.01 - \$1,900.00	\$ 132.15
\$600.01 - \$650.00	\$ 78.90	\$1,900.01 - \$1,950.00	\$ 134.10
\$650.01 - \$700.00	\$ 81.05	\$1,950.01 - \$2,000.00	\$ 136.40
\$700.01 - \$750.00	\$ 83.15	\$2,000.01 - \$2,050.00	\$ 138.50
\$750.01 - \$800.00	\$ 85.25	\$2,050.01 - \$2,100.00	\$ 140.70
\$800.01 - \$850.00	\$ 87.45	\$2,100.01 - \$2,150.00	\$ 142.65
\$850.01 - \$900.00	\$ 89.50	\$2,150.01 - \$2,200.00	\$ 144.80
\$900.01 - \$950.00	\$ 91.65	\$2,200.01 - \$2,250.00	\$ 147.05
\$950.01 - \$1,000.00	\$ 93.90	\$2,250.01 - \$2,300.00	\$ 149.25
\$1,000.01 - \$1,050.00	\$ 95.95	\$2,300.01 - \$2,350.00	\$ 151.30
\$1,050.01 - \$1,100.00	\$ 98.10	\$2,350.01 - \$2,400.00	\$ 153.45
\$1,100.01 - \$1,150.00	\$ 100.15	\$2,400.01 - \$2,450.00	\$ 155.60
\$1,150.01 - \$1,200.00	\$ 102.35	\$2,450.01 - \$2,500.00	\$ 157.70
\$1,200.01 - \$1,250.00	\$ 104.40	\$2,500.01 - \$2,550.00	\$ 159.05
\$1,250.01 - \$1,300.00	\$ 106.65	\$2,550.01 - \$2,600.00	\$ 160.55

\$1,300.01 - \$1,350.00	\$ 108.75	\$2,600.01 - \$2,650.00	\$ 161.85
\$1,350.01 - \$1,400.00	\$ 110.85	\$2,650.01 - \$2,700.00	\$ 163.40
\$1,400.01 - \$1,450.00	\$ 113.00	\$2,700.01 - \$2,750.00	\$ 164.85
\$1,450.01 - \$1,500.00	\$ 115.15	\$2,750.01 - \$2,800.00	\$ 166.25
\$1,500.01 - \$1,550.00	\$ 117.25	\$2,800.01 - \$2,850.00	\$ 167.65
\$1,550.01 - \$1,600.00	\$ 119.25	\$2,850.01 - \$2,900.00	\$ 169.05
\$1,600.01 - \$1,650.00	\$ 121.45	\$2,900.01 - \$2,950.00	\$ 170.45
\$1,650.01 - \$1,700.00	\$ 123.60	\$2,950.01 - \$3,000.00	\$ 171.90
<b>General Fees</b>			<b>Fee</b>
Requested additional inspection			\$ 100.00
Re-inspection fee			\$ 142.10

# Fees and Charges Basic Market Analysis

*It is critical to understand that when evaluating our competitors, the costing models and philosophies of others are clearly understood or stated otherwise. In other words we want to ensure wherever possible we are comparing apples to apples.*

Within the corporate level policy/procedure documents, departments will be requested to review at least 5 relative comparators to their line of business. They may consider factors such as:

Local geography, Similar-size population, Similar service delivery models, Visionary Communities we strive to be, Comparable market conditions, Geography related to larger centres, Cities with similar philosophies

Fee or Charge under Review: Development Permit for Cannabis Retail Sales (CRS)

Important Details Related to Review: Many of the municipalities don't have regulations for CRS. Many are also proposing higher fees within their Business License process and not through the Development Permit.

Comparator (City)	Fee / Charge	Rationale for City Choice	Comments /Clarification /Assumptions
1. Calgary	\$653 (\$621 + \$32 ad fee)	Community we strive to be	They have no specific fee for CRS, fee is reflective of their Discretionary Change in Use fee
2. Edmonton	Change in Use fee \$5600	Community we strive to be	Discretionary Change in Use fee is \$510. Their Cannabis Info site shows \$5600.
3. Medicine Hat	\$213	Local geography, smaller community	They have no specific fee for CRS, fee is reflective of their Discretionary Use fee. They have scheduled review of DP fees and will not likely amend the fee schedule for Cannabis Retail specifically.
4. Airdrie	\$250 + \$300 if variance sought	Local geography, smaller community	They have no specific fee for CRS, fee is reflective of their Change in Use fee.
5. Lethbridge	\$366	Similar size population	They have no specific fee for CRS, fee is reflective of their Discretionary Use fee
6. Saskatoon	\$135 + \$7.50/\$1000 of construction value	Larger population	Their Council has not passed any bylaws related to CRS. DP fees will be standard. They plan on charging their larger fees on a business license, \$10,000 or more.

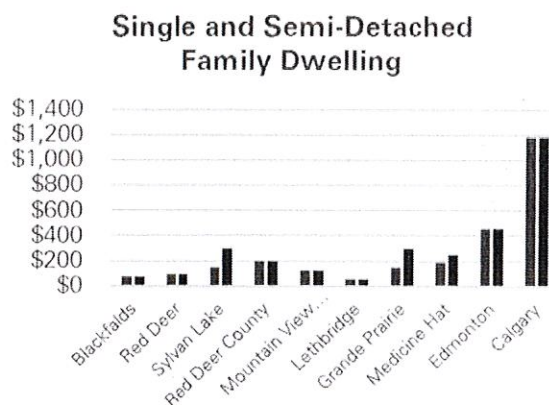
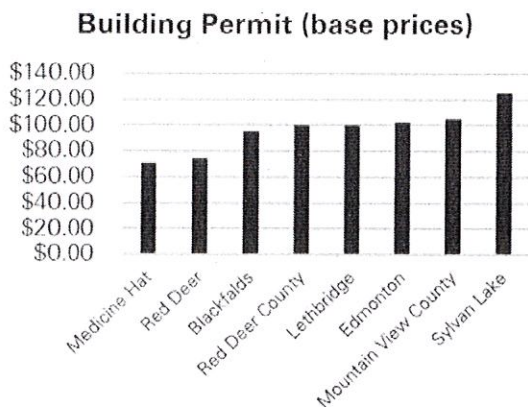
Summary of the fees researched		
Lowest	Highest	Average
\$213	\$5600	\$1215.33



# Appendix H

## Excerpts from the Value of Money Report

Generally speaking, the City's fees for development permits for commercial / industrial appear to be lower than other municipalities, some of which use increasing rates based on square footage. The per 100 m<sup>3</sup> rates used by other municipalities is higher than the City's (with the exception of Red Deer County at \$25 per 100 m<sup>3</sup>). The City charges approximately \$43 per 100 m<sup>3</sup>, while other municipalities range from \$79 to \$100 per 100 m<sup>3</sup>.



The City appears to have relatively low fees relative to comparable municipalities assessed; the base building permit fee is the second lowest across all municipalities that were assessed.

Differences in fees across various other categories of building permits are difficult to compare; some municipalities (i.e. City of Medicine Hat, Red Deer County, and Mountain View County) tend to rank pricing based on square foot for residential building permits, whereas the Town of Sylvan Lake, City of Lethbridge, and cities of Calgary and Edmonton charge based on construction value. For commercial building permits, most municipalities charge based on construction value at a formula of \$X / \$1000 of construction value. Aside from the cities of Edmonton / Calgary, Red Deer had the highest commercial Building Permit per \$1000 construction value fees.

The City does not have the same classifications for development permits that other municipalities do. Other municipalities break their residential development permits into categories such as single detached dwellings, semi-detached dwellings, multi-unit apartments, accessory buildings, accessory dwellings, and additions or renovations.

As a result, since the City has a 'basic' development permit fee that is given to residential development applications, as depicted in the graph above, the fees are relatively low when compared to other municipalities.



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Erin Stuart, Inspections & Licensing Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Bylaw Amendments Re: Safety Codes and Development Permit Fee Increases

---

**Reference Report:**

Legislative Services, dated July 3, 2018

**Bylaw Reading:**

At the Monday, July 9, 2018 Regular Council Meeting, Council gave second and third reading to the following bylaw:

**Bylaw 3555/A-2018** 2018 (an amendment to the Development Permit Fee Bylaw to include increases to Development Permit Fees)

**Bylaw 3551/A-2018** (an amendment to the Safety Codes Permit Fee Bylaw to include increases to Safety Codes)

**Report back to Council:**

No.

**Comments/Further Action:**

This office will amend the bylaw and distribute copies in due course.

A handwritten signature in blue ink, appearing to read 'Frieda McDougall'.

For Frieda McDougall  
Manager

c. Director of Planning Services



July 3, 2018

## Land Use Bylaw Amendment – Bylaw 3357/R-2018 RIWS – Residential (Wide Shallow) District Consideration of Second and Third Reading of the Bylaw

Legislative Services

### **Report Summary & Recommendation:**

---

#### **Summary:**

The attached report is being brought forward from the Monday, June 11, 2018 Regular City Council meeting.

#### **Recommendation:**

That Council consider second and third reading of Bylaw 3357/R-2018.

#### **Background:**

---

At the Monday, June 11, 2018 Council gave first reading to Bylaw 3357/R-2018 – an amendment to the Land Use Bylaw to modify regulations within the RIWS Residential (Wide Shallow) District.

In accordance with Section 606 of the Municipal Government Act, this bylaw was required to be advertised for two consecutive weeks. An advertisement was placed in the Red Deer Advocate on June 15 and June 22, 2018. A Public Hearing will be held on Monday, July 9, 2018 at 6:00 p.m. during Council's regular meeting.

#### **Proposed Resolution:**

---

That Bylaw 3357/R-2018 be read a second and third time.



Originally Submitted to the  
June 11, 2018 Council

May 29, 2018

## Land Use Bylaw Amendment – Bylaw 3357/R-2018 RIWS – Residential (Wide Shallow) District

Legislative Services

### **Report Summary & Recommendation:**

---

#### **Summary:**

The attached report is being brought forward from the Monday, May 28, 2018 Regular City Council meeting.

#### **Recommendation:**

That Council lift from the table consideration of Bylaw 3357/R-2018 and consider first reading of the Bylaw.

#### **Background:**

---

At the Monday, May 28, 2018 Council passed the following resolution:

Resolved that Council of The City of Red Deer hereby agrees to table consideration of Bylaw 3357/R-2018 and 3357/O-2018 to the Monday, June 11, 2018 Council Meeting.

### **Proposed Resolution:**

---

Resolved that Council of The City of Red Deer hereby agrees to lift from the table consideration of Bylaw 3357/R-2018, an amendment to the Land Use Bylaw to modify regulations within the RIWS Residential (Wide Shallow) District.

That Bylaw 3357/R-2018 be read a first time. If first reading is given, a Public Hearing would be advertised for two consecutive weeks and would be held on Monday, July 9, 2018 at 6:00 p.m. during Council's regular meeting.





## MUNICIPAL PLANNING COMMISSION

**Date:** June 27, 2018  
**To:** Red Deer City Council  
**From:** Municipal Planning Commission  
**Subject:** Proposed Land Use Bylaw Amendments – 3357/O-2018 and 3357/R-2018

---

At the June 27, 2018 meeting of the Municipal Planning Commission, the Commission discussed the proposed Land Use Bylaw Amendments – 3357/O-2018 and 3357/R-2018.

The following motion was introduced and passed:

Resolved the Municipal Planning Commission, having considered the report presented by Administration dated June 20, 2018 regarding Land Use Bylaw Amendments 3357/O-2018 and 3357/R-2018, to amend the RIWS Residential (Wide Shallow) District, hereby endorses Land Use Bylaw Amendments 3357/O-2018 and 3357/R-2018, and forwards this to Council for consideration.

The above is submitted for Council's consideration.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Lawrence Lee'.

Councillor Lawrence Lee  
Acting Chair, Municipal Planning Commission

c: Tara Lodewyk, Director of Planning Services  
Emily Damberger, Manager of Planning  
Dana Facca, Senior Planner





May 14, 2018

Originally submitted to the May 28,  
2018 Council Meeting.

## Land Use Bylaw Amendment – Bylaw 3357/R-2018

### R1WS – Residential (Wide Shallow) District

Planning Department

#### **Report Summary & Recommendation**

---

The Planning department has received an application to amend the R1WS Residential (Wide Shallow) District. The amendment proposes to modify the following regulations:

1. Reduce the minimum Side Yard from 1.5 m to 1.25 m
2. Change the minimum Lot Frontage to 12.0 m
3. Increase the percentage of allowable garage width to 67% provided there is a minimum of 40% developed floor space above the front attached garage
4. Remove redundant driveway width regulation

The Planning department supports the proposed amendments to the R1WS District and recommends Council consider first reading of Bylaw 3357/R-2018.

#### **City Manager Comments**

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I support the recommendation of Administration. If first reading of Bylaw 3357/R-2018 is given, a Public Hearing would be advertised for two consecutive weeks and would be held on Monday, June 25, 2018 at 6:00 p.m. during Council's regular meeting.

Craig Curtis  
City Manager

#### **Proposed Resolution**

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That Bylaw 3357/R-2018 be read a first time.

## Analysis

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### 1. ☐ Upholds the intent of the R1WS District

The original intent of the R1WS District, as per the General Purpose Statement, is to *provide residential lots that have a wide frontage and a shallow depth intended to reduce the dominance of front attached garages from the street.*

### 2. ☐ Creates flexibility in housing design

The modification to the R1WS District increases the variability in potential homes designs.

## Discussion

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Administration has extensively reviewed R1WS housing designs from various municipalities with the purpose to create flexibility in housing design while maintaining the integrity of the R1WS District. Working with the applicant and applicable City departments, administration supports the proposed amendments for the following reasons:

### 1. ☐ Reduce the minimum Side Yard from 1.5 m to 1.25 m

- a. Aligns with the R1G and R1N residential land use districts.
- b. Allows minor flexibility in plotting the home on the lot and avoids additional Alberta Building Code requirements such as restricted window placement and fire rated walls.
- c. Increases the number of design options as well as increases efficiency in the use of land.

### 2. ☐ Change the minimum Lot Frontage to 12.0 m. The current R1WS District regulation limits a single car garage to a 12.0 m Lot Frontage and a double car garage to a 15.0 m Lot Frontage.

- a. Other municipalities with this style of residential development do not regulate the style of garage allowed (single vs double).
- b. Instead, other development regulations (Lot Frontage, Side yards, Site Coverage, etc.) influence the style of home and garage developed.
- c. Provides flexibility in design.

### 3. ☐ Increase the percentage of allowable garage width to 67% provided there is a minimum of 40% developed floor space above the front attached garage. The current R1WS District limits the allowable garage width to 60% and does not require any development over the garage.

- a. Increasing the allowable garage width percentage to 67% provides flexibility in home design.
- b. A builder could still choose to design a home with garage that meets the 60%. In doing so, they would not require living space above the garage.
- c. Increasing the allowable garage width from 60% to 67% does increase the dominance of the garage. Therefore, as part of this new regulation,

administration is requiring that any home beyond a 60% garage width includes development over the front attached garage (a minimum 40%). See Appendix C for an example.

- d. Requiring development over the garage ensures that the live portion of the home remains the dominant feature when considering the entire front face exposure of the home.
- e. An example of a home design with a 12' live portion and a 24' double car garage (67% of the front face exposure) with 40% living space developed over the front attached garage is included in Appendix C.

#### **4. □ Remove redundant driveway width regulation.**

- a. There are two regulations within the Garage portion of the regulation table that limit the allowable driveway width.
- b. Deleting one will remove the duplication.

In considering the R1WS District, there are many regulations working together to decrease the dominance of the front attached garage. For example:

- Bringing the live portion of the home closer to the street,
- Not allowing the garage to be closer to the street than the live portion of the home,
- Encouraging front porches,
- Allowing a greater building height, and
- Requiring development over the garage if the garage is greater than 60% of the entire front face exposure.

When these regulations work in harmony, the result is a reduction in the dominance of the front attached garage.

There are existing R1WS lots in the Timberlands North neighbourhood. To date, 3 lots have been sold. One lot has been constructed and the 2 remaining lots are expected to begin construction this year.

The proposed amendment to the R1WS District would impact the existing undeveloped R1WS lots; however, the developer can still choose to develop these lots using the original R1WS regulations i.e. 1.5 m Side Yard, 60% allowable garage width, single car garages, and double car garages as these design elements would still be allowed under the amended R1WS District.

#### **Dialogue**

The proposed amendments were circulated to various City departments for comment.

The proposed amendments were also circulated to BILD Central Alberta and no objections related to the proposed amendments were received.

## **Appendices**

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Appendix A – Land Use Bylaw Amendment - Bylaw 3357/R-2018

Appendix B – Proposed Amendments to R1WS

Appendix C – Potential R1WS Housing Design

## **Appendix A**

*Land Use Bylaw Amendment 3357/R-2018 – R1WS District*



**BYLAW NO. 3357/R – 2018**

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

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

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

- 1 Section **4.1.2(2)(a) Table 4.1.2 R1WS Regulations** is amended as follows:

Side Yard Minimum	1.25 m however, where the building flanks a public roadway, the setback on the flanking side shall be in accordance with Part 3, Figure 2B
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- 2 Section **4.1.2(2)(a) Table 4.1.2 R1WS Regulations** is amended as follows:

Lot Frontage Minimum	12.0 m
----------------------	--------

- 3 Section **4.1.2(2)(a) Table 4.1.2 R1WS Regulations** is amended as follows:

Garage	<ul style="list-style-type: none"> <li>• The width of the front attached garage cannot be greater than 60% of the entire front face exposure of the dwelling unit (live and garage portion combined).</li> <li>• Notwithstanding the proportion noted above, the width of the front attached garage may be expanded up to 67% of the entire front face exposure of the dwelling unit (live and garage portion combined) provided the dwelling includes developed floor space over a minimum 40% of the front attached garage floor area.</li> <li>• Garage doors shall face the street and contain window panels.</li> <li>• The width of the front driveway shall not exceed the front face width of the garage portion of the dwelling unit.</li> </ul>
--------	---

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2018.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2018.

\_\_\_\_\_  
MAYOR

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

**Appendix B**

*Proposed Amendments to R1WS*

**R1WS Residential (Wide/Shallow Lot) District****Proposed Amendments****General Purpose**

The general purpose of this District is to provide residential lots that have a wide frontage and a shallow depth intended to reduce the dominance of front attached garages from the street.

Development will consist of detached dwelling units with articulated front elevations through the use of dormers, bays, porches and gable ends. Front attached garages cannot be closer to the street than the live portion of the house. Front porches are strongly encouraged and are allowed to encroach into the minimum front yard.

**1. R1WS Permitted and Discretionary Uses Table****(a) Permitted Uses**

(i)	Accessory Building subject to sections 3.5 and 4.7(3)
(ii)	3 Detached Dwelling Unit with mandatory front attached garage subject to section 4.1.2(2)(b)
(iii)	Home Music Instructor/Instruction (2 students), subject to section 4.7(10)
(iv)	Home Occupations which, in the opinion of the Development Officer, will not generate traffic subject to section 4.7(8)
(v)	Neighbourhood identification signs subject to section 3.4

**(b) Discretionary Uses**

(i)	Assisted Living Facility in a Detached Dwelling Unit
(ii)	Bed & Breakfast in a Detached Dwelling Unit
(iii)	Garden Suite, subject to sections 4.1.2(2)(b) and 4.7(13)
(iv)	Home Occupations which will generate additional traffic, subject to section 4.7(8)
(v)	Home Music Instructor/Instruction (six students), subject to section 4.7(10)
4(vi)	Show Home or Raffle Home.
(vii)	Secondary Suite, subject to sections 4.1.2(2)(b) and 4.7(9)
(viii)	Signs, subject to sections 3.3 and 3.4:
(1) Freestanding sign for uses listed in 4.1.2(b):(i)(vi)	

**2. R1WS Residential (Wide/Shallow Lot) Regulations****(a) 5Table 4.1.2 R1WS Regulations**

Regulations	Requirements
Floor Area	Lot frontage in m x 6.0 m, but not less than 72 m <sup>2</sup>
Site Coverage Maximum	45% (includes garage & accessory buildings)
Building Height Maximum	2 ½ storeys with a maximum height of 12.0 m measured from the average of the lot grade
1Front Yard Minimum	<ul style="list-style-type: none"> <li>3.8 m for the live portion of a dwelling unit, and</li> </ul>

	<ul style="list-style-type: none"> <li>6.0 m for the front attached garage of the dwelling unit</li> </ul>
Front Porch encroachment Maximum into Front Yard	1.8 m
Side Yard Minimum	<p>1.25 m</p> <p><del>1.5 m</del> however, where the building flanks a public roadway, the setback on the flanking side shall be in accordance with Part 3, Figure 2B</p>
Rear Yard Minimum	7.5 m
Lot Depth	<p>Maximum: 27.0 m</p> <p>Minimum: 24.0 m</p> <p><sup>2</sup>A lot depth maximum variation may be considered in the following situations:</p> <ul style="list-style-type: none"> <li>When lot configuration is impacted by natural features;</li> <li>When lot configuration is impacted by road design; and</li> <li>When a lot transitions into another land use district.</li> </ul>
Landscaped Area Minimum	30% of site area
Parking Spaces	Subject to sections 3.1 & 3.2
Lot Area Minimum	3324 m <sup>2</sup>
Lot Frontage Minimum	<p>12.0 m</p> <p><del>Detached Dwelling Unit with single car garage 12.0 m</del></p> <p><del>Detached Dwelling Unit with double car garage 15.0 m</del></p>
Garage	<ul style="list-style-type: none"> <li>The width of the front attached garage cannot be greater than 60% of the entire front face exposure of the dwelling unit (live and garage portion combined). <del>The driveway cannot be wider than the width of the front attached garage.</del></li> <li>Notwithstanding the proportion noted above, the width of the front attached garage may be expanded up to 67% of the entire front face exposure of the dwelling unit (live and garage portion combined) provided the dwelling includes developed floor space over a minimum 40% of the</li> </ul>



	<p><b>front attached garage floor area.</b></p> <ul style="list-style-type: none"><li>• Garage doors shall face the street and contain window panels</li><li>• The width of the front driveway shall not exceed the front face width of the garage portion of the dwelling unit</li></ul>
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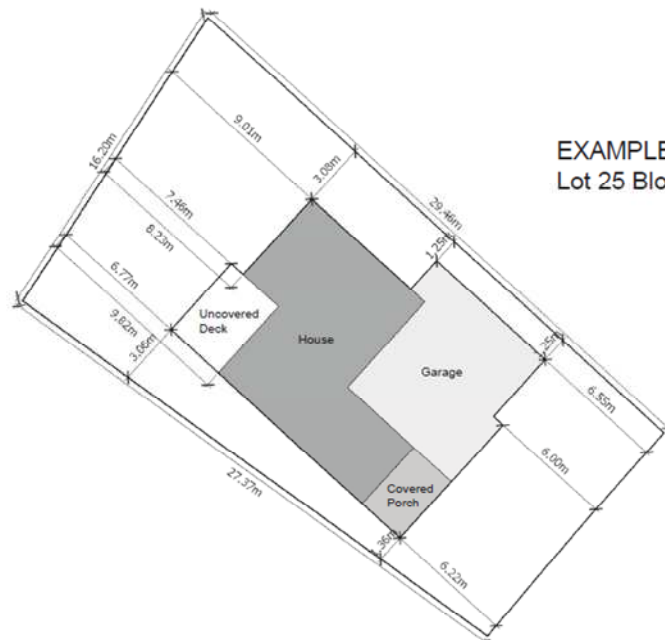
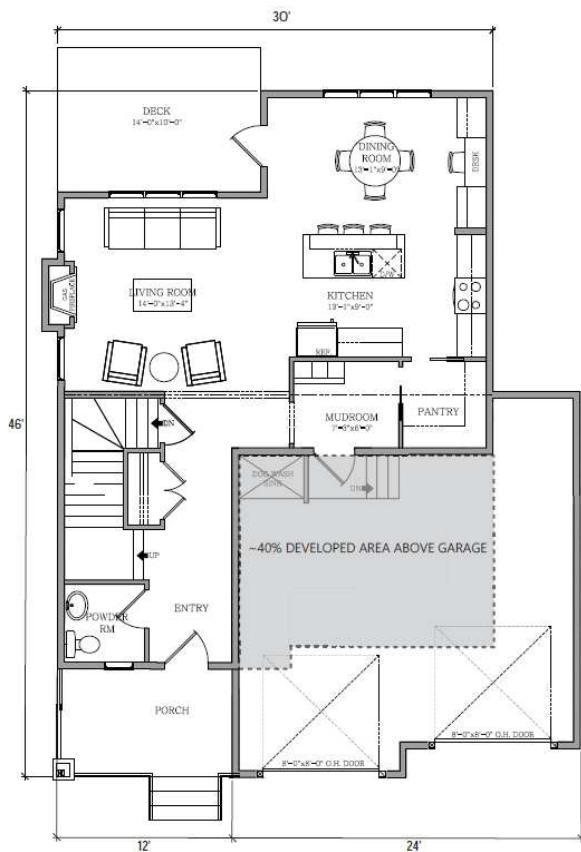
**(b)** ~~DELETED~~

**(c)** The R1WS District is subject to any applicable residential regulations listed within section 4.7

**(d)** Notwithstanding anything in this Bylaw, the development of more than one residential dwelling on lands zoned R1WS, whether by bare land condominium or otherwise, shall be subject to site plan approval by the Development Authority

**Appendix C**

*Potential R1WS Housing Design*



EXAMPLE SITE PLAN  
Lot 25 Block 1 (151 Ellington Cres)

FILE COPY



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Dayna Facca, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Land Use Bylaw Amendment – Bylaw 3357/R-2018 RIWS – Residential (Wide Shallow) District

---

**Reference Report:**

Legislative Services, dated July 3, 2018

**Bylaw Reading:**

At the Monday, July 9, 2018 Regular Council Meeting, Council gave second and third reading to the following bylaw:

**Bylaw 3357/R-2018** (an amendment to the Land Use Bylaw to modify regulations within the RIWS Residential (Wide Shallow) District)

**Report back to Council:**

No.

**Comments/Further Action:**

This office will amend the bylaw and distribute copies in due course.

*Frieda McDougall*

For Frieda McDougall  
Manager

- c. Manager of Planning  
Director of Planning Services



July 3, 2018

Land Use Bylaw Amendment – Bylaw 3357/O-2018  
Front Yard Setback RIWS – Residential (Wide Shallow)  
District  
Consideration of Second and Third Reading of the  
Bylaw

Legislative Services

**Report Summary & Recommendation:**

---

**Summary:**

The attached report is being brought forward from the Monday, June 11, 2018 Regular City Council meeting.

**Recommendation:**

That Council consider second and third reading of Bylaw 3357/O-2018.

**Background:**

---

At the Monday, June 11, 2018 Council gave first reading to Bylaw 3357/O-2018 – an amendment to the Land Use Bylaw to add a front yard maximum that identifies the live portion of a detached dwelling unit cannot be further from the street than the front attached garage.

In accordance with Section 606 of the Municipal Government Act, this bylaw was required to be advertised for two consecutive weeks. An advertisement was placed in the Red Deer Advocate on June 15 and June 22, 2018. A Public Hearing will be held on Monday, July 9, 2018 at 6:00 p.m. during Council's regular meeting.

**Proposed Resolution:**

---

That Bylaw 3357/O-2018 be read a second and third time.





Originally Submitted to the June  
11, 2018 Council Meeting.

May 29, 2018

## Land Use Bylaw Amendment – Bylaw 3357/O-2018 Front Yard Setback RIWS – Residential (Wide Shallow) District

Legislative Services

### **Report Summary & Recommendation:**

---

#### **Summary:**

The attached report is being brought forward from the Monday, May 28, 2018 Regular City Council meeting.

#### **Recommendation:**

That Council lift from the table consideration of Bylaw 3357/O-2018 and consider first reading of the Bylaw.

#### **Background:**

---

At the Monday, May 28, 2018 Council passed the following resolution:

Resolved that Council of The City of Red Deer hereby agrees to table consideration of Bylaw 3357/R-2018 and 3357/O-2018 to the Monday, June 11, 2018 Council Meeting.

#### **Proposed Resolution:**

---

Resolved that Council of The City of Red Deer hereby agrees to lift from the table consideration of Bylaw 3357/O-2018, an amendment to the Land Use Bylaw to add a front yard maximum that identifies the live portion of a detached dwelling unit cannot be further from the street than the front attached garage.

That Bylaw 3357/O-2018 be read a first time. If first reading is given, a Public Hearing would be advertised for two consecutive weeks and would be held on Monday, July 9, 2018 at 6:00 p.m. during Council's regular meeting.



## MUNICIPAL PLANNING COMMISSION

**Date:** June 27, 2018  
**To:** Red Deer City Council  
**From:** Municipal Planning Commission  
**Subject:** Proposed Land Use Bylaw Amendments – 3357/O-2018 and 3357/R-2018

---

At the June 27, 2018 meeting of the Municipal Planning Commission, the Commission discussed the proposed Land Use Bylaw Amendments – 3357/O-2018 and 3357/R-2018.

The following motion was introduced and passed:

Resolved the Municipal Planning Commission, having considered the report presented by Administration dated June 20, 2018 regarding Land Use Bylaw Amendments 3357/O-2018 and 3357/R-2018, to amend the RIWS Residential (Wide Shallow) District, hereby endorses Land Use Bylaw Amendments 3357/O-2018 and 3357/R-2018, and forwards this to Council for consideration.

The above is submitted for Council's consideration.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Lawrence Lee', is written over the name and title.

Councillor Lawrence Lee  
Acting Chair, Municipal Planning Commission

c: Tara Lodewyk, Director of Planning Services  
Emily Damberger, Manager of Planning  
Dana Facca, Senior Planner



Originally Submitted to the May  
28, 2018 Council Meeting.

May 18, 2018

## Amendments to the *Land Use Bylaw* to include a Front Yard Setback for R1WS Residential (Wide/Shallow Lot) District

LUB Amendment 3357/O-2018

Planning Department

### Report Summary and Recommendation

---

An Application has been received from the Land and Economic Development department for amendments to the Land Use Bylaw (LUB) as Bylaw 3357/O-2018 as follows:

- R1WS Residential (Wide/Shallow Lot) District Amendments:
  - text changes to add a front yard maximum that identifies the live portion of a Detached Dwelling Unit cannot be further from the street than the front attached garage.

Administration recommends Council give First Reading to LUB Amendment 3357/O-2018 (Appendix A).

### City Manager Comments

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I support the recommendation of Administration. If first reading of Bylaw 3357/O-2018 is given, a Public Hearing would be advertised for two consecutive weeks and would be held on Monday, June 25, 2018 at 6:00 p.m. during Council's regular meeting.

### Proposed Resolution

---

That Bylaw 3357/O-2018 be read a first time.

## Rationale for Recommendation

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### 1. ☐ The LUB amendment complies with the City's higher level statutory plans

The application complies with both the *Municipal Development Plan* and the *East Hill Major Area Structure Plan*.

### 2. ☐ Industry Support

The application was referred to the Building Industry and Land Development Association stakeholder group, comprised of Builders who were in support.

### 3. ☐ Provides Clarity

The amendment clarifies the intent of the General Purpose Statement through regulations.

## Discussion

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### Background

The City's *Municipal Development Plan (MDP)* requires a mix of housing types and forms in all residential neighbourhoods. The *MDP* also encourages a wide variety of housing forms. Administration created a number of new districts for Timberlands North in 2013 to ensure a range of housing types.

R1WS Residential (Wide/Shallow Lot) District is currently in Timberlands North, Evergreen and Beaumont neighbourhoods.

### ***Land Use Bylaw Amendment for R1WS Residential (Wide/Shallow Lot) District:***

Front Yard Maximum - Currently in the R1WS District there is only a front yard minimum. The R1WS' General Purpose states that '*front attached garages cannot be closer to the street than the live portion of the house*'. Since there is no front yard maximum currently listed, the live portion can technically be built behind the garage which would contradict the general purpose of the R1WS District.

This Bylaw proposes wording added to the District Regulations to include a front yard maximum setback that says "The live portion of a Detached Dwelling Unit cannot be further from the street than the front attached garage." This would ensure the live portion is always equal or closer to the street than the garage. Refer to Appendix A.

### Dialogue

Consultation with local developers was undertaken and a referral letter discussing multiple amendments was sent to the Canadian Home Builders Association - Central Alberta.

## Appendices

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Appendix A: *Land Use Bylaw Amendment Bylaw 3357/O-2018*

**Appendix A:**

***Land Use Bylaw* Amendment  
Bylaw 3357/O-2018**





Bylaw No. 335 of 2018

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

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

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

1. Section 4122 of the Bylaw is hereby amended by adding, after Front Yard Minimum, the following:

Front Yard Maximum	The live portion of a Detached Dwelling Unit cannot be further from the Street than the front attached Garage
--------------------	---

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2018.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2018.

MAYOR

CITY CLERK



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Dayna Facca, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Land Use Bylaw Amendment – Bylaw 3357/O-2018 Front Yard Setback  
RIWS – Residential (Wide Shallow) District

---

**Reference Report:**

Legislative Services, dated July 3, 2018

**Bylaw Reading:**

At the Monday, July 9, 2018 Regular Council Meeting, Council gave second and third reading to the following bylaw:

**Bylaw 3357/O-2018** (an amendment to the Land Use Bylaw to add a front yard maximum that identifies the live portion of a detached dwelling unit cannot be further from the street than the front attached garage)

**Report back to Council:**

No.

**Comments/Further Action:**

This office will amend the bylaw and distribute copies in due course.

A handwritten signature in blue ink that reads 'F. McDougall'.

For Frieda McDougall  
Manager

- c. Manager of Planning  
Director of Planning Services



July 3, 2018

## Red Deer College Uses – Land Use Bylaw Amendment 3357/S-2018

### Consideration of Second and Third Reading of the Bylaw

Legislative Services

#### **Report Summary & Recommendation:**

---

##### **Summary:**

The attached report is being brought forward from the Monday, June 11, 2018 Regular City Council meeting.

##### **Recommendation:**

That Council consider second and third reading of Bylaw 3357/S-2018.

##### **Background:**

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At the Monday, April 30, 2018 Council gave first reading to Bylaw 3357/S-2018 – an amendment to the Land Use Bylaw specifically for the property located at 100 College Boulevard (Red Deer College), designated PS Public Service (Institutional or Government District) to:

- Include “Commercial Service Facility” and “Health and Medical Services” as Discretionary Uses;
- Update the PS District general purpose specific to 100 College Boulevard (Red Deer College) requiring proposed developments to demonstrate a significant training and applied learning connection to one or more academic programs; and
- Require a letter of intent for proposed new developments on 100 College Boulevard (Red Deer College) that contain a statement on how the proposed development would meet the updated general purpose.

be read a second time.

In accordance with Section 606 of the Municipal Government Act, this bylaw was required to be advertised for two consecutive weeks. An advertisement was placed in the Red Deer Advocate on June 15 and June 22, 2018. A Public Hearing will be held on Monday, July 9, 2018 at 6:00 p.m. during Council’s regular meeting.



**Proposed Resolution:**

---

That Bylaw 3357/S-2018 be read a second and third time.

# **Red Deer College Uses Land Use Bylaw Amendment Bylaw 3357/S-2018**

**Public Comments Received Prior to the Public  
Hearing**





June 29, 2018

Amber Senoo  
Corporate Meeting Administrator  
The City of Red Deer College  
Legislative Services  
4914 48th Avenue  
RED DEER, AB T4N 3T4

Dear Mr. Senoo:

335-1-2-1

This acknowledges receipt of your letter of June 12, 2018 regarding an amendment to the Land Use Bylaw for the property located at 100 College Boulevard (Red Deer College).

At Red Deer College (RDC) consider it to be a comprehensive regional teaching university, providing applied learning and training opportunities that benefit all our students through avenues such as work-integrated-learning, co-op and practicum are essential at the foundation of this new institution. The experience ensures our students are ready for their chosen profession or career upon graduation, and are made possible through partnerships.

The request before Council to include an additional two categories in RDC's PS Public Service designation provides opportunities to meet the objective and align with our vision and transition to a university. Our students will have hands-on, real life learning in areas such as Social Work, Early Learning & Child Care, Justice Studies, Education, Kinesiology & Sport Studies and Occupational and Physical Therapy to name a few of the current opportunities. The chance to expand and establish new programs that provide professional, lifelong learning opportunities also exist.

RDC is Board governed operating under the authority of the *Post-Secondary Learning Act*. As outlined in the Government approved Mandate Statement: "Red Deer College initiate and support partnerships with the community, business and industry, public service providers, educational agencies, and research agencies in order to facilitate access to learning and to promote innovation. Through its philosophy of placing learning at the center of everything it does, Red Deer College promotes teaching excellence and high quality programming."

-2-

The request to amend the Land Use Bylaw to accommodate the additional two categories, support of Mandate and support RDC during its transition to becoming a comprehensive regional teaching university strengthening and enriching the intellectual, economic, cultural and social development of Central Alberta.

Yours truly,



Joel Ward,  
President & CEO

cc: Jim Brincher, Vice President College Services, Red Deer College  
Gordon Mody, Director, Campus Management, Red Deer College



May 25, 2018

Originally Submitted to the  
June 11, 2018 Council  
Meeting.

## Red Deer College Uses, Land Use Bylaw Amendment

### Bylaw 3357/S-2018

Administrative Report

#### **Report Summary and Recommendation**

---

Red Deer College has applied to include “Commercial Service Facility” and “Health and Medical Services” as Permitted Uses for their property located at 100 College Boulevard, designated PS Public Service (Institutional or Government) District. The College is requesting these additional uses to allow for future partnerships with Collegiate Sports Medicine, and the Central Alberta Child Advocacy Centre; a copy of their letter of intent is attached in Appendix A.

Administration is supportive of the proposed additional uses, but as Discretionary Uses in the PS District.

Administration recommends Council give First Reading to Bylaw 3357/S-2018 (Appendix B), reflecting the following amendments to the Land Use Bylaw:

- “Commercial Service Facility” and “Health and Medical Services” as Discretionary Uses specifically for the College Site;
- An updated general purpose specific to Red Deer College requiring that proposed developments demonstrate a significant training and applied learning connection to one or more academic programs; and
- An amendment to Section 2.4 Development Permit Application Requirements that would require the College to provide a letter of intent that contains a statement on how the proposed development would meet the specific general purpose.

#### **City Manager Comments**

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I support the recommendation of Administration. If first reading of Bylaw 3357/S-2018 is given, a Public Hearing would be advertised for two consecutive weeks and would be held on Monday, July 9, 2018 at 6:00 p.m. during Council’s regular meeting.

Craig Curtis  
City Manager

#### **Proposed resolution**

---

That Bylaw 3357/S-2018 be read a first time.

## Rationale for recommendation

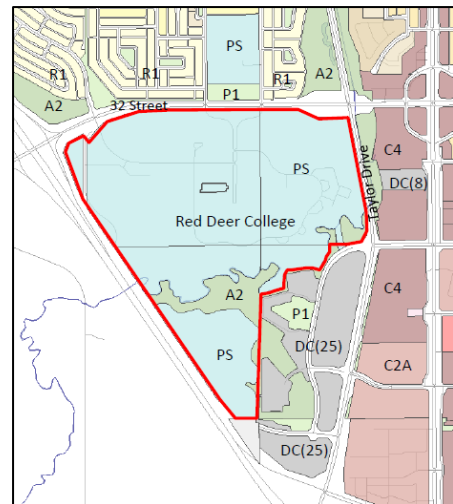
Administration supports the proposed additional uses as Discretionary Uses for Red Deer College based on the following rationale:

1. **Compliance with City policy framework.** The proposal is in general compliance with the policies contained in the Municipal Development Plan (MDP), as outlined in Appendix C.
2. **Review of University and College uses in other Alberta municipalities.** Campuses throughout Alberta contain uses outside of classroom instruction that provide a logical extension of the academic environment these campuses offer such as, but not limited to, recreational facilities, food and beverage services, and health clinics. The uses the College applied for are similar to what is found on other post-secondary campuses.

## Discussion

### Background

The subject site is designated PS Public Service (Institutional or Government) District under the Land Use Bylaw with a landfill constraint identified on the eastern portion of the property. Lands to the north are primarily designated R1 Residential (Low Density) District, and lands to the east are generally designated C4 Commercial (Major Arterial), DC(8), and DC(25) Districts. The Queen Elizabeth II provincial highway is located immediately west of the subject site.



### City Policies

The MDP states The City should support attracting a local skilled labour force, and one way to do so is by encouraging Red Deer College to provide necessary education and training opportunities. The MDP also directs The City to guide future major commercial development to lands conceptually identified for such uses, which does not include the Red Deer College site. To bring the College's proposed uses in line with MDP policies, Administration is proposing a revised general purpose within the PS District to ensure all future developments within the College demonstrate a significant training and applied learning connection to one or more academic programs.

### Administrative Review

Concern has been expressed about the generality of the proposed Permitted Uses as there would be nothing to prevent the development of a large purely commercial development under the "Commercial Services Facility" use, the two proposed uses capture several uses that may not be compatible with each other, and The City would be limited to the conditions of

development approval imposed. Definitions of “Commercial Service Facility” and “Health and Medical Services” are provided in Appendix D.

To alleviate these concerns, Administration is recommending the uses be Discretionary, and to create an updated general purpose statement within the PS District that requires proposed uses to demonstrate a significant training and applied learning connection to one or more academic programs. Bylaw 3357/S-2018 also contains an amendment to Section 2.4 Development Permit Application Requirements that would require the College to provide a letter of intent that contains a statement on how the proposed development would meet the specific general purpose.

### *Dialogue*

Red Deer College originally applied to have numerous commercial type uses as Permitted Uses. Their original request was circulated, which raised concern over the number and type of commercial type uses being applied for. As a result of the original feedback received, Red Deer College has reduced the requested uses to “Commercial Service Facility” and “Health and Medical Services”. The comments provided in Appendix E reflect the amended application before Council today.

## **Appendices**

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- Appendix A: Red Deer College Updated Letter of Intent
- Appendix B: Bylaw 3357/S-2018
- Appendix C: Policy Analysis
- Appendix D: Definitions
- Appendix E: Summary of Comments and Responses



## **Appendix A:**

### **Red Deer College Updated Letter of Intent**

The following document is the updated letter of intent provided by Red Deer College.



Ms. Jolene Tejkl, RPP MCIP  
Senior Planner  
City of Red Deer – Planning Department  
City Hall  
4914-48 Avenue | Red Deer, Alberta | T4N 3T4

April 26, 2018

Dear Ms. Jolene Tejkl,

**RE: Bylaw Exemption Request - Central Alberta Child Advocacy Centre Ltd. and Collegiate Sports Medicine Satellite Location**

Further to our previous verbal discussions with the City of Red Deer, Red Deer College (RDC) would like to request a bylaw exemption to allow these two aforementioned potential partners to become part of our campus community.

Firstly, the Central Alberta Child Advocacy Centre is a new and expanding support service within Red Deer that offers treatment and support to abused children, youth, and their families. Their addition to RDC's campus would not only create an expanded child advocacy service within Central Alberta, but it would also allow RDC to become a Centre of Excellence for child advocacy services. The addition of this partner would allow RDC to develop training, professional development, credit and non-credit education programs, and research opportunities related to child advocacy services and education.

Secondly, the inclusion of the satellite location for Collegiate Sports Medicine as a minor occupancy within the new Gary W. Harris Canada Games Centre/Centre des Jeux du Canada Gary W. Harris would allow RDC similar teaching and training opportunities to augment our current physical and occupational therapy programs. These types of therapy services are also highly beneficial to the students of our campus. Subsequently, this partner is also a strong fit to both the new Gary W. Harris Canada Games Centre, as well as the RDC campus.

In closing, RDC requests that the City review and approve the request to provide an exemption to the bylaw to allow these two partners to join our campus community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Brinkhurst", is written over a blue circular stamp.

Mr. Jim Brinkhurst  
Vice President College Services/CFO  
Red Deer College | 100 College Blvd. | Box 5005 | Red Deer | Alberta | T4N 5H5  
work 403.342.3120

Cc: Joel Ward, President and CEO, Red Deer College  
Doug Sharp, Director Capital Projects, Red Deer College  
Jason Mudry, Director Campus Management, Red Deer College  
Red Deer College | 100 College Boulevard | Box 5005 | Red Deer | AB | Canada | T4N 5H5 | www.rdc.ab.ca

## **Appendix B:**

### **Bylaw 3357/S-2018**

The following Bylaw reflects an updated general purpose specific to Red Deer College, a letter of intent requirement at the Development Permit stage to link proposed developments to the updated general purpose, and “Commercial Service Facility” and “Health and Medical Services” as Discretionary Uses for the College site.

**BYLAW NO. 3357/S-2018**

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

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

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

1. Section 2.4 Development Permit Application Requirements, (4)(h) is amended by adding the following new subsection:
  - (iv) if the proposed Development is for Lot 1, Block 1, Plan 012 0303 and the remainder of Section 5, Township 38, Range 27, West of the 4<sup>th</sup> Meridian (known as Red Deer College):
    1. shall include a letter of intent that contains a statement addressing how the proposed Development will meet the specific general purpose for the Site, as prescribed in Section 7.4 PS Public Service (Institutional or Government) District.
2. Section 7.4 PS Public Service (Institutional or Government) District, General Purpose, is by deleting the General Purpose in its entirety and replacing it with the following:

**General Purpose**

The general purpose of this District is to provide land for those uses that are Public and Quasi-Public in nature.

The specific general purpose for Lot 1, Block 1, Plan 012 0303 and the remainder of Section 5, Township 38, Range 27, West of the 4<sup>th</sup> Meridian (known as Red Deer College) is to provide an area for the use and Development of land for the purposes of public education and other public services and facilities in accordance with an overall site plan that demonstrate a significant training and applied learning connection to one or more academic programs.
3. Section 7.4 PS Public Service (Institutional or Government) District, 1(b) Discretionary Uses is amended by deleting (iii) in its entirety and replaced with the following:
  - (iii) At Lot 1, Block 1, Plan 012 0303 and the remainder of Section 5, Township 38, Range 27, West of the 4<sup>th</sup> Meridian (known as Red Deer College):
    - (1) Commercial Service Facility;

- (2) Health and Medical Services; and
- (3) Residence, nursing home, research facility, diagnostic services, work placement services, and/or technical or administrative support related to the education of students at Red Deer College.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2018.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2018.

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MAYOR

---

CITY CLERK



## **Appendix C: Policy Analysis**

The following document identifies the relevant policies and provides an analysis with Red Deer College's proposed additional uses.

## Policy Analysis

Municipal Development Plan Policy		Comments
4.1 Location of Major Land Uses	The City shall direct future residential, commercial, and industrial land uses and developments to the areas conceptually shown for each of these major land uses on the Generalized Land Use Concept map.	College lands identified for “Public Service” and “Corridor”
6.4 Maintaining a Skilled Labour Force	<p>The City should support attracting a local skilled labour force to meet the expanding needs of industry and commerce by:</p> <ul style="list-style-type: none"> <li>• Maintaining a good quality of life with such things as parks and open spaces; recreation, and cultural opportunities; affordable housing and other community amenities and</li> <li>• Encouraging Red Deer College and other educational institutions to provide necessary education and training</li> </ul>	The proposed additional uses will enable the College to offer additional teaching and training opportunities.
12.3 Location of Commercial Development	The City shall direct future major commercial development, in the form of greater downtown commercial, town centres and arterial commercial, to the areas conceptually shown for commercial land uses on the Generalized Land Use Concept map. District and neighbourhood commercial may be included in residential areas shown on the map and locations shall be identified in Major Area Structure Plans.	The Red Deer College site is not identified for “commercial” uses. Administration is proposing to include a specific general purpose, and a required letter of intent linking proposed development with the updated general purpose, within the PS District to ensure that commercial-type developments proposed on the College land are related to the functions of Red Deer College.

## **Appendix D: Definitions**

The following Appendix provides the definitions of “Commercial Service Facility” and “Health and Medical Services”.

**Commercial Service Facility** means a facility in which services are provided commercially to individuals, and without limiting the generality of the foregoing, may include:

- (a) services related to the care and appearance of the body such as a massage business, beauty shop, barber shop, tanning salon or fitness centre,
- (b) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet,
- (c) care of small animals such as a small animal veterinary clinic or dog grooming salon, or
- (d) financial or insurance services outlet, real estate agency, travel agency, commercial school or day care but does not include Office, Funeral Home, or Crematorium.”

**Health and Medical Services** means a development used for services related to the physical or mental health of individuals on an out-patient basis. Services may be preventative, diagnostic, treatment, therapeutic, rehabilitative in nature or may consist of treatment or counselling. Uses may include but are not limited to medical clinics, dental clinics, optometrists, chiropractic and psychiatric or medical counselling services.

## **Appendix E:**

### **Summary of Comments and Responses**

The following Appendix provides a summary of comments and administrative responses from the amended circulation. A copy of the comment submission follows the summary for Council's review.



Landowner Comments	Responses
<p><b>Commercial Landowner (Representative)</b></p> <p>Strongly suggest any new uses introduced be Discretionary Uses rather than Permitted to facilitate an examination of the potential impacts of new uses being added to the campus.</p> <p>Questioned why both of the uses wouldn't be considered as Health and Medical Services.</p> <p>Expressed support for the inclusion of "Health and Medical Services", but do not see the need to add "Commercial Service Facility" as the uses that could fall under that broad commercial use category are well beyond the scope of the College's letter of intent.</p>	<p>Administration is recommending "Commercial Service Facility" and "Health and Medical Services" be added as Discretionary Uses for the Red Deer College site.</p> <p>The future Central Alberta Child Advocacy Centre would fall under the "Health and Medical Services" use category and the proposed Collegiate Sports Medicine satellite location within the Gary W. Harris Canada Games Centre would fall under the "Commercial Service Facility". The two proposed uses would fall under different land use categories because message is specifically addressed in the Commercial Service Facility use only, which will be a component of the Collegiate Sports Medicine future use.</p> <p>Administration is proposing an updated general purpose specific to Red Deer College that requires proposed development to demonstrate a significant training and applied learning connection to one or more academic programs.</p> <p>A response was provided to the individual who provided comments via email on May 15<sup>th</sup>. No further correspondence from this landowner has been provided to date.</p>

**Jolene Tejkl**

---

**From:** Brent MacKay <BMacKay@qualico.com>  
**Sent:** May 14, 2018 11:04 AM  
**To:** Jolene Tejkl; LegalServices; Melanie Brawn; Linda Rehn; Dave Mair; Dave Matthews; Grant Moir; Development  
**Cc:** Jim Bower  
**Subject:** RE: May 2, 2018 - Land Use Bylaw Amendment Referral - REVISED - Red Deer College Land Use Bylaw Amendment - Change to Proposed Uses - Please Respond by May 16, 2018  
**Attachments:** April 30 2018 - Updated Letter of Intent - RDC Uses.pdf

Thanks for your email notification Jolene. With respect to the revised Land Use Bylaw amendment, we see the attached letter from RDC but is there a formal revised application also in the works? Has the previous application been withdrawn or cancelled?

As it relates to the addition of Collegiate Sports Medicine in the Gary Harris Canada Games Centre and the Central Alberta Child Advocacy Centre, we have no general concerns with these proposed uses but as mentioned in our previous letter regarding the addition of any categories of uses to the land use district for RDC, we would strongly suggest that any uses added to that land use district be discretionary rather than permitted to facilitate a robust examination of the potential impacts of any significant new uses being added to the RDC campus.

With respect to the Central Alberta Child Advocacy Centre I am unclear as to whether or not the intent is to accommodate this use in an existing facility or a new facility on the RDC campus. In the event that this use is to be accommodated in a new facility (i.e. yet to be built), further to our meeting with Craig Curtis at RDC on February 7<sup>th</sup> and contrary to the City's understanding, we confirm that as of this date there is still no cost sharing agreement in place between Southpointe Junction and RDC to facilitate the access and infrastructure required for the connection from RDC through Southpointe Junction back to Taylor Drive.

Lastly, in reviewing the nature of the two uses, we are unsure as to why both of the uses wouldn't be considered as Health and Medical Services. The description of the this use within the definitions outlined in the City's Land Use Bylaw seems to dovetail with what Collegiate Sport Medicine does as their business (providing services from medical professionals such as ***"Physiotherapists, Athletic Therapists, Massage Therapists and Kinesiologists working together to help clients of all ages maintain health...."***).

Accordingly, we would be in support of adding Health and Medical Services as a discretionary use but do not see the need to add Commercial Service Facility which includes numerous uses well beyond the scope of RDC's letter of intent. Perhaps when the LUB was updated to add Health and Medical Services as a use category in 2011, "massage business" could have been (and likely still should be) renamed "non-medical massage business" in order to more clearly group those medical related uses under the Health and Medical Services category as I imagine that was the underlying intent of the introduction of that use category. Meanwhile "non-medical massage" would remain as a use in the Commercial Service Facility in order to accommodate the massage services offered by a day spa or similar business offering services from non-registered practitioners.

Thanks again for inviting comments from us on this letter of intent from RDC on what we understand to be the basis for a revised submission for the amendment of their land use bylaw and we would appreciate an update on the status of the previous application when you have an opportunity.

Regards,

Brent MacKay



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Jolene Tejkl, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Red Deer College Uses – Land Use Bylaw Amendment 3357/S-2018

---

**Reference Report:**

Legislative Services, dated July 3, 2018

**Resolution:**

At the Monday, July 9, 2018 Regular Council Meeting, Council passed the following Resolutions:

Resolved that Council of The City of Red Deer having considered the report from Planning Services hereby agrees to amend Bylaw 3357/S-2018 by deleting Section 3 and replacing it with the following:

3. Section 7.4 PS Public Service (Institutional or Government) District, 1(b) Discretionary Uses is amended by deleting (iii) in its entirety and replacing it with the following:
  - (iii) At Lot 1, Block 1, Plan 012 0303 and the remainder of Section 5, Township 38, Range 27, West of the 4th Meridian (known as Red Deer College):
    - (1) Sports therapy services within the Gary W. Harris Canada Games Centre/Centre des Jeux du Canada Gary W. Harris;
    - (2) Family counselling and support services; and
    - (3) Residence, nursing home, research facility, diagnostic services, work placement services, and/or technical or administrative support related to the education of students at Red Deer College.

Resolved that Council of The City of Red Deer having considered Land Use Bylaw Amendment 3357/S-2018 hereby directs Administration to bring back planning recommendations in 2019 of a future district to accommodate the evolution of the Red Deer College to a University.

**Bylaw Reading:**

At the Monday, July 9, 2018 Regular Council Meeting, Council gave second and third reading to the following bylaw:

**Bylaw 3357/S-2018** an amendment to the Land Use Bylaw specifically for the property located at 100 College Boulevard (Red Deer College), designated PS Public Service (Institutional or Government District) to:

- Include “Commercial Service Facility” and “Health and Medical Services” as Discretionary Uses;



- Update the PS District general purpose specific to 100 College Boulevard (Red Deer College) requiring proposed developments to demonstrate a significant training and applied learning connection to one or more academic programs; and
- Require a letter of intent for proposed new developments on 100 College Boulevard (Red Deer College) that contain a statement on how the proposed development would meet the updated general purpose.

**Report back to Council:**

No.

**Comments/Further Action:**

This office will amend the bylaw and distribute copies in due course.



Frieda McDougall  
Manager

- c.      Manager of Planning  
          Director of Planning Services



July 3, 2018

## Land Use Bylaw Amendment – Microbrewery Site Exception Bylaw 3357/V-2018 Consideration of Second and Third Reading of the Bylaw

Legislative Services

### **Report Summary & Recommendation:**

---

#### **Summary:**

The attached report is being brought forward from the Monday, June 11, 2018 Regular City Council meeting.

#### **Recommendation:**

That Council consider second and third reading of Bylaw 3357/V-2018.

#### **Background:**

---

At the Monday, June 11, 2018 Council gave first reading to Bylaw 3357/V-2018 – an amendment to the Land Use Bylaw for a site exception for Units 1-2, 7023 Johnstone Drive to allow for a Microbrewery on the subject property.

In accordance with Section 606 of the Municipal Government Act, this bylaw was required to be advertised for two consecutive weeks. An advertisement was placed in the Red Deer Advocate on June 15 and June 22, 2018. A Public Hearing will be held on Monday, July 9, 2018 at 6:00 p.m. during Council's regular meeting.

#### **Proposed Resolution:**

---

That Bylaw 3357/V-2018 be read a second and third time.





Originally Submitted to the  
June 11, 2018 Council  
Meeting.

June 11, 2018

## Land Use Bylaw Amendment- Microbrewery Site Exception Bylaw 3357/V-2018

Administrative Report

### **Report Summary & Recommendation**

A proposal has been submitted for a site exception for Units 1-2 7023 Johnstone Drive in the Golden West Industrial Park. The parcel is currently designated as I1 Industrial (Business Service) District. The applicant, Sawback Brewing Company Inc, is applying for a site exception to allow for a Microbrewery on the subject property.

Administration recommends, Option 1, Council support First Reading of Land Use Bylaw Amendment 3357/V-2018.

### **City Manager Comments**

I support the recommendation of Administration. If first reading of the Bylaw is given, a Public Hearing would be advertised for two consecutive weeks and would be held on Monday, July 9, 2018 at 6:00 p.m. during Council's regular meeting.

Craig Curtis  
City Manager

### **Proposed resolution**

That Bylaw 3357/V-2018 be read a first time.

## Rationale for recommendation

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### 1. ☐ Compliance with City policy framework

The proposal is consistent with the principles and standards of The Municipal Development Plan (MDP). The MDP contains standards that support the creation of a mix of land uses including residential, commercial and industrial uses. The MDP also contains policies that encourage economic diversification (See Appendix B).

### 2. ☐ Comparable to Restaurant I1 use

The proposal is comparable with the use of 'Restaurant' which is currently listed as a discretionary use in the I1 District. A Microbrewery, as defined by the Land Use Bylaw, must include a Tasting Room, a Drinking Establishment, or a Restaurant. A microbrewery also contains a manufacturing and packaging component that can be up to 70% of the total floor area. Manufacturing is currently a permitted use in the I1 District (Appendix B).

### 3. ☐ Review of other Alberta municipalities

Microbreweries/ breweries are a use that is listed in both commercial and industrial districts throughout several Alberta municipalities (See Appendix C).

## Discussion

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### Background

A Microbrewery is defined through the Land Use Bylaw as:

*Microbrewery includes a micro-distillery and means a use where the small-scale production and packaging of alcoholic and non-alcoholic beverages takes place and includes distribution, retail or wholesale, on or off the premises, and includes at least one of the following: tasting room where guests may sample alcoholic beverages without charge, Drinking Establishment or Restaurant; The floor area devoted to the production and packaging shall be no more than 70% of the gross floor area.*

The applicant currently has a Development Permit for the Manufacturing, Processing, and Distribution of beer, and for Accessory Sales for off premise consumption only. The existing permit allows the business to provide small alcohol samples to customers free of charge, limited to approximately 30ml. The applicant would like to expand their services to allow the purchase and consumption of standard sized amounts of craft beer on site as a tasting room service.

A Microbrewery with tasting room is not a use that is currently considered in the I1 Industrial (Business Service) District. Microbrewery is currently only a listed use in the Riverlands Districts and DC 28 (Railyards). Microbreweries are considered in these districts as a mixed use commercial/Industrial.

**Consultation**

The application was circulated to various City departments for review. All concerns/comments provided by departments have been reviewed and considered by the Planning Department.

An information package and comment sheets, were sent to 26 landowners within 100 metres of the subject site. The City received two (2) surrounding landowner comments regarding this application. One comment stated that the proposed development would not be a nuisance to the area. The second comment expressed concerns over safety and odour (Appendix D).

**Options**

Administration has reviewed two options and is recommending Option 1 to support and approve the proposed amendment. The two options were considered by Administration as viable courses of action in its review of the proposed Land Use Bylaw amendment.

**Option 1 – Approve the amendment**

Approve the proposed site exception based on the following merits:

The property can accommodate the Microbrewery requirements of a 70% maximum production and packaging floor area and has a comparable use impact to a restaurant, which is an existing listed use in I1.

**Option 2- defeat the amendment**

Defeat the proposed site exception based on the following rationale:

There are other districts within the City where Microbrewery is listed as a use. Administration is in the process of reviewing the Land Use Bylaw and the expansion of microbrewery as a use into additional districts will be considered.

**Appendices**

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Appendix A- Land Use Bylaw Amendment 3357/V-2018

Appendix B- Background Information

Appendix C- Microbreweries in other municipalities

Appendix D- Landowner comments

*Land Use Bylaw Amendment 3357/V-2018- Microbrewery Site Exception*



Bylaw No. 3357/2006

□

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

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

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

1. Section 22 is amended by adding the following subsection 22.1:

Lot 5, Block C, Plan 002 2241 (Bay 1-2, 7023 Johnstone Drive)

2. The Land Use District Map 18 contained in Schedule A of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 23/ 2018 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

READ A SECOND TIME IN OPEN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

READ A THIRD TIME IN OPEN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

AND SIGNED BY THE MAYOR AND CITY CLERK this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
MAYOR

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



## Schedule "A"


**Red Deer** *Proposed Amendment to Land Use Bylaw 3357/2006*


## **Appendix B**

### *Background Information*

## **Municipal Development Plan**

- 6.8 Community Economic Development** The City should pursue community economic development, which emphasizes community self-reliance and fosters growth from within the community, with emphasis on nurturing small business, supporting skills training, and entrepreneurship.

## Land Use Bylaw: Land Use District

### 6.1 I1 Industrial (Business Service) District

I1

#### General Purpose

The general purpose of this District is to provide for a limited range of light industrial, warehousing, storage, and industrial support services within the performance standards of section 6.4(2)(a), the operation of which do not create or emit noises, odours, dust, fumes or other factors which are regarded as nuisances. In addition, this district will provide for certain other businesses which are incompatible in commercial districts.

#### 1. I1 Permitted and Discretionary Uses Table

<b>(a) Permitted Uses</b>	
<ul style="list-style-type: none"> <li>(i) Accessory buildings or uses excluding sales subject to section 3.5.</li> <li>(ii) Accessory sales related to manufacturing, processing, and/or distribution of any article.</li> <li>(iii) Accessory sales of used trucks, used automobiles and used holiday trailers, providing that collectively there are not more than three units for sale on the site at any one time.</li> <li>(iv) Industrial support services.</li> <li>(v) Identification, local advertising and general advertising on the following types of signs subject to sections 3.3 and 3.4:               <ul style="list-style-type: none"> <li>(1) awning, canopy signs,</li> <li>(2) under canopy signs,</li> <li>(3) fascia signs,</li> <li>(4) free standing signs,</li> <li>(5) painted wall signs, and</li> <li>(6) projecting signs.</li> <li>(7) A-Board signs located within the boundaries of the lot, provided that subject to section 3.4:                   <ul style="list-style-type: none"> <li>(a) such signs may advertise only the businesses situated on such lot,</li> <li>(b) such signs may not be placed on any portion of a lot which abuts an arterial road.</li> </ul> </li> </ul> </li> <li>(vi) Manufacture, processing, distribution, repair, servicing, and/or rental of any articles.</li> <li>(vii) Service stations.</li> <li>(viii) <sup>1</sup>Warehousing.</li> <li>(ix) <sup>2</sup>Outdoor storage.</li> </ul>	
<b>(b) Discretionary Uses</b>	
<ul style="list-style-type: none"> <li>(i) Above ground storage tanks for motor fuel products including propane and used oil.</li> <li>(ii) Animal services.</li> <li>(iii) Auction marts (excluding livestock).</li> </ul>	

**(b) Discretionary Uses *continued***

- (iv) <sup>1</sup>Billboard signs (subject to section 3.3, 3.4 and 7.15)
- (v) <sup>2</sup>Dynamic Sign (subject to Sections 3.3, 3.4 and 7.15) which comprises no more than 25% of the Sign Area of a Free Standing Sign or Fascia Sign;
- (vi) Crematorium
- (vii) Dangerous goods occupancy.
- (viii) Restaurant.
- (ix) <sup>3</sup>Sale of large trucks over 10,000 Kg, Manufactured Homes, heavy construction equipment and machinery
- (x) Sale of horse, stock, and light flatdeck and cargo trailers.
- (xi) Sign identification and local advertising on the following types of signs subject to sections 3.3 and 3.4:
  - (I) wall signs.
- (xii) Transportation, communication or utility facility.
- (xiii) <sup>4</sup>Industrial trade schools (maximum capacity of 60 persons).
- (xiv) <sup>5</sup>Accessory outdoor display or sale of goods
- (xv) <sup>6</sup>Pet Crematorium
- (xvi) <sup>7</sup>Alternative/Renewable Energy Facility on sites designated in an Eco Industrial Park Overlay District.
- (xvii) Uses that produce waste materials, outputs, or by-products that may be used as inputs for an industrial operation within the Eco Industrial Park Overlay District.
- (xviii) Uses that may consume waste materials, outputs, or by-products that are produced by an industrial operation within an Eco Industrial Park Overlay District.



### **Land Use Bylaw: Definition**

**Restaurant means** an establishment the primary purpose of which is the preparation and sale of food for consumption on the premises, and the secondary purposes of which may include the sale of alcoholic or non-alcoholic beverages incidental to the meal, take-out food services and catering. A restaurant does not include a drinking establishment but does include any premises in respect of which a “Class A” Liquor License has been issued and where minors are not prohibited by the terms of the license.

## **Appendix C**

### *Microbreweries in other municipalities*

<b>Municipality</b>	<b>Applicable Uses</b>	<b>Districts Permitted in</b>
<b>Airdrie</b>	Microbrewery	Commercial Districts
<b>Lethbridge</b>	Manufacturing, Specialty (microbreweries fall under this use)	Commercial & Industrial Districts
<b>Medicine Hat</b>	Industrial Operations (microbreweries fall under this use)	Industrial Districts
<b>Edmonton</b>	Breweries, Wineries and Distilleries	Commercial & Industrial Districts
<b>Calgary</b>	Brewery, Winery and Distillery	Commercial & Industrial Districts

<b>Area Landowner Comments</b>	<b>Administration's Response/Comment</b>
Will bring life to the area	The Municipal Development Plan contains policies which support a mix of uses and the intensification of underutilized lots.
Might cause odour	The General Purpose of the II District states that II provides for manufacturing operations that do not create or emit odours regarded as nuisances.
Area is not zoned for odours	The General Purpose of the II District states that II provides for manufacturing operations that do not create or emit odours regarded as nuisances.
Concerns with property damage and theft	As with all districts within the city, nuisances and crimes are dealt with through the Community Standards Bylaw and the RCMP.



## Comment Sheet

We invite you to provide feedback regarding the proposed plan amendment/subdivision application. Your feedback is very important to us. Please be sure to specify which application you are responding to by indicating the address of the subject application, and the name of the planner on the file.

**Collection & Release of Your Information:** The City is collecting your information as part of the referral process that is described in Section 2.19(5) of The City of Red Deer Land Use Bylaw. The personal information on this form is collected under the authority of the Municipal Government Act Section 3 and is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. The City will seek to balance the dual objectives of open government and protection of privacy. If you have questions about the collection and use of this information, please contact the Manager of Planning at The City of Red Deer, 4914-48 Ave, Red Deer, AB 403-406-8700.

Please check the box below which applies:

- ☒ Land Use Bylaw Amendment
- ☐ Subdivision Application
- ☐ Plan Amendment
- ☐ Other

Amendment/Subdivision Address/ Bylaw #:

3357/V-2018

Name of Planner (Working on the Application):

Kimberly Fils-Aimé

### Contact Information

Your contact information allows administration to respond as needed.

Name: Marcel Mercier / 615007 Alberta Ltd.

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### General Comments

I don't think it makes any difference to me. Aside from  
a bit of odour at times which in my view is not as bad  
as some of the chemical odours or diesel truck exhaust fumes  
that we get in this area, that type of use would not affect  
me. We already have Drummond right there! A little more  
evening traffic would not be detrimental, as it brings  
life to the area.

To sum up, I am not against this.



18 11:29a

p.1



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Please check the box below which applies:

- ☒ Land Use Bylaw Amendment
- ☐ Subdivision Application
- ☐ Plan Amendment
- ☐ Other

Amendment/Subdivision Address/ Bylaw #:

Bay 1-2 7023 Johnstone Drive  
Red Deer, Lot 5 Block Plan 602 2241

Bylaw 3357/2006

Name of Planner (Working on the Application):

Kimberly Fils-Aimé

### Contact Information

Your contact information allows administration to respond as needed.

Name: Doug Rye

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### General Comments

Comments are on next page

11 May 18 11:30a

p.2

May 11/18

- (1) This area is zoned for light industrial, warehousing, storage + industrial support services. Existing businesses usually have an 8-5 business day. A microbrewery doesn't fall into any of these categories. They also have people coming and going late into the night, which we find causes more damage and theft.
- (2) Drinking in an area that is not designated for that, will need additional police patrol because this also causes more damage and theft and breakins.
- (3) The area is zoned for no odors. A brewery creates a strong smell of fermenting.
- (4) There is already a brewery on 71st. in which all of the above points were noted.
- (5) We do not need drinking establishments in this area.

Thanks

Doug Ruo

Comment sheet may be submitted using the following options:

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
- Drop off at the Planning Department counter on the 3rd floor of City Hall at 4914 - 48 Avenue; or
- Fax to the Planning Department at 403.342.8200; or
- Email to [planning.comments@reddeer.ca](mailto:planning.comments@reddeer.ca)

Thank you for your input!

FILE COPY



Council Decision – July 9, 2018

**DATE:** July 11, 2018  
**TO:** Kimberly Fils-Aime, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Land Use Bylaw Amendment – Microbrewery Site Exception Bylaw 3357/V-2018

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**Reference Report:**

Legislative Services, dated July 3, 2018

**Bylaw Reading:**

At the Monday, July 9, 2018 Regular Council Meeting, Council gave second and third reading to the following bylaw:

**Bylaw 3357/V-2018** 2018 (an amendment to the Land Use Bylaw for a site exception for Units 1-2, 7023 Johnstone Drive to allow for a Microbrewery on the subject property)

**Report back to Council:**

No.

**Comments/Further Action:**

This office will amend the bylaw and distribute copies in due course.

A handwritten signature in blue ink that reads 'F. McDougall'.

Frieda McDougall  
Manager

- c. Manager of Planning  
Director of Planning Services