

DATE: November 9, 1993  
TO: All Departments  
FROM: City Clerk  
RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES

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

\*\*\*\*\*

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL  
TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,  
MONDAY, NOVEMBER 8, 1993,  
COMMENCING AT 4:30 P.M.

\*\*\*\*\*

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

**DECISION - MINUTES CONFIRMED**

PAGE

(2) UNFINISHED BUSINESS

- 1) City Clerk - Re: Repeal of Parking Commission Bylaw/Bylaw 2882/A-93

.. 1

**DECISION - BYLAW APPROVED**

(3) PUBLIC HEARINGS

- 1) City Clerk - Re: Land Use Bylaw Amendments:
  - A) 2672/S-93/"Security Quarters Suite" -  
Cass's Stagger Inn/5020 - 58 Street
  - B) 2672/T-93/Redesignation of Lands/  
Rosedale Extension, Phases 2B and 2C/  
60 duplex parcels

.. 3

(4) **REPORTS**

- 1) Director of Community Services - Re: River Bend Golf Course & Recreation Area: Proposed Business Plan . . 5

**DECISION - APPROVED PLAN SUBJECT TO A NUMBER OF CONDITIONS**

- 2) Red Deer Regional Planning Commission - Re: Semi-Annual Report. 8

**DECISION - RECEIVED AS INFORMATION**

- 3) Land and Economic Development Manager - Re: Red Deer Twilight Homes Foundation/Request to Expand Parking/City Owned Lot 6, Block 8, Plan 1621 NY, S.W. Corner 34 Street and 47 Avenue . . 18

**DECISION - APPROVED REQUEST**

- 4) Land and Economic Development Manager - Re: Scouts Canada, Red Deer District/Extension of Lease of City Owned Lots 2 and 3, Block 48, Plan 6990 ET/5321 - 47 Avenue . . 24

**DECISION - APPROVED EXTENSION**

- 5) Director of Financial Services - Re: 1994 Tax Penalties on Outstanding Accounts/Tax Collection Bylaw Amendment 2929/A-93 . . 28

**DECISION - BYLAW APPROVED**

- 6) Director of Financial Services - Re: Interest Rate Payable on Deposits and Prepayments/Tax Discount Bylaw Amendment 2899/A-93/Business Tax Bylaw Amendment 2032/A-93/Utility Bylaw Amendment 2960/A-93 . . 32

**DECISION - BYLAW APPROVED**

- 7) Director of Financial Services - Re: Provincial Government 40% Reduction in the Debenture Interest Subsidy Program . . 33

**DECISION - AGREED TO THE USE OF THE AMFC SURPLUS TO OFFSET THE SUBSIDY PROGRAM FOR 1993 TO 1995**

- 8) Bylaws and Inspections Manager - Re: Council Policies 827, 828, 829/Parking Related Issues . . 38

**DECISION - APPROVED POLICIES**

- 9) Engineering Department Manager - Re: Bridge Maintenance Budget/Gaetz Avenue River Bridge Expansion Joints . . 42

**DECISION - APPROVED JOINT REPLACEMENT IN 1994**

- 10) Public Works Manager - Re: Solid Waste Disposal Site . . 48

**DECISION - RECEIVED AS INFORMATION**

- 11) Land and Economic Development Manager - Re: Road Right-of-Way (Delburne Highway) East of Taylor Drive to 30 Avenue/Renaming of 20 Street to 19 Street . . 51

**DECISION - APPROVED RENAMING**

- 12) Mayor's Recognition Awards Committee - Re: 1993 Annual Report . . 53

**DECISION - RECEIVED AS INFORMATION**

- 13) Public Works Manager - Re: Sidewalk Snow Clearing Policy . . 55

**DECISION - APPROVED POLICY**

- 14) Director of Financial Services - Re: 1993 Assessment Reductions . . 61

**DECISION - AGREED TO ABSORB ONLY THE 1993 MUNICIPAL LEVY SHORTFALL AND INCREASE THE 1994 TAX RATE TO OFFSET THE ASSESSMENT LOSS**

- 15) Bylaws and Inspections Manager - Re: Mobile Home  
Licensing/Options/Collection of License Fees . . 67

**DECISION - AGREED TO PROCEDURES FOR COLLECTION OF FEES**

- 16) Public Works Manager - Re: Lids on Commercial Garbage Containers 73

**DECISION - AGREED TO REVIEW ISSUE WITH LAIDLAW**

(5) **CORRESPONDENCE**

- 1) Associated Cab (Alta.) Ltd. - Re: Handicapped Transportation  
Vehicle/Request for Additional Taxi License . . 76

**DECISION - DENIED REQUEST**

- 2) Waskasoo Museum Foundation - Re: Historic Clay Mural/Funding  
Request . . 83

**DECISION - APPROVED REQUEST**

- 3) Dauphin Handgun Club - Re: Request for Support/Possession and Use of  
Firearms . . 90

**DECISION - DENIED REQUEST**

- 4) David Ferrier - Re: Signposting/Highway 2 . . 98

**DECISION - AGREED TO REVIEW DIRECTIONAL SIGNING TO HIGHWAY 2**

- 5) Towne Centre Association - Re: 1994 Budget Proposal . . 103

**DECISION - AGREED TO CONSIDER BUDGET ON JANUARY 31, 1994 AND REVIEW  
PLACEMENT OF CHRISTMAS DECORATIONS IN THE DOWNTOWN AT A FUTURE  
COUNCIL MEETING**

(6) **PETITIONS & DELEGATIONS**

(7) **NOTICES OF MOTION**

- 1) City Clerk - Re: Alderman Volk/Christmas Light Competition . . 112

**DECISION - AGREED TO TABLE FOR FURTHER INFORMATION**

(8) **WRITTEN ENQUIRIES**

(9) **BYLAWS**

- 1) 2032/A-93 - The Business Tax Bylaw Amendment/Interest Rate on  
Prepayment of Taxes - 3 readings . . 32,117

**DECISION - 3 READINGS GIVEN**

- 2) 2672/S-93 - Land Use Bylaw Amendment/Cass's Stagger Inn - 2nd & 3rd  
readings . . 3

**DECISION - 2ND & 3RD READINGS GIVEN**

- 3) 2672/T-93 - Land Use Bylaw Amendment/Rosedale Extension - 2nd & 3rd  
readings . . 3

**DECISION - 2ND & 3RD READINGS GIVEN**

- 4) 2882/A-93 - Bylaw to Repeal Parking Commission Bylaw - 3rd reading  
. . 1

**DECISION - 3RD READING GIVEN**

- 5) 2899/A-93 - Tax Discount Bylaw Amendment/Interest Rate on Prepayment of Taxes - 3 readings . . 32,119

**DECISION - 3 READINGS GIVEN**

- 6) 2929/A-93 - Tax Collection Bylaw Amendment/Tax Penalties - 3 readings . . 28,120

**DECISION - 3 READINGS GIVEN**

- 7) 2960/D-93 - Utility Bylaw Amendment/Interest Rate on Utility Deposits - 3 readings . . 32,122

**DECISION - 3 READINGS GIVEN**

**A G E N D A**

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

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3)	2672/T-93 - Land Use Bylaw Amendment/Rosedale Extension - 2nd & 3rd readings	.. 3
4)	2882/A-93 - Bylaw to Repeal Parking Commission Bylaw - 3rd reading	.. 1
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*Meetings re: Towne Centre  
Chamber of Commerce*

Committee of the Whole

- 1) Legal Opinion

UNFINISHED BUSINESSNO. 1

**DATE:           OCTOBER 26, 1993**

**TO:             CITY COUNCIL**

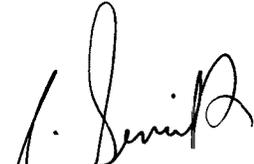
**FROM:          CITY CLERK**

**RE:             BYLAW 2882/A-93 - REPEAL OF PARKING COMMISSION BYLAW**

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At the Organizational Meeting of October 25, 1993, Council gave first and second reading to Bylaw 2882/A-93. Third reading was withheld due to lack of unanimous consent.

Bylaw 2882/A-93 is a Bylaw to repeal the Red Deer Parking Commission Bylaw. The said Bylaw is presented on this Agenda for third reading.



C. SEVCIK  
City Clerk

CS/clr

DATE: OCTOBER 21, 1993

TO: CITY COUNCIL

FROM: RED DEER PARKING COMMISSION

RE: DISBANDING PARKING COMMISSION, WITH PARKING TO BECOME AN ISSUE OF THE DOWNTOWN PLANNING ADVISORY COMMITTEE.

---

At the Wednesday, October 20, 1993 meeting of the Red Deer Parking Commission, members considered the possibility of disbanding the Parking Commission, with the intention that the Downtown Planning Advisory Committee and the Parking Administrator take over all parking issues.

Following lengthy discussion, the motion as set out hereunder was introduced and passed:

"THAT the Parking Commission, in discussing the possibility that the Parking Commission be disbanded and that parking policies and issues thereafter be handled by a Downtown Planning Advisory Committee and the Parking Administrator, agree that one or two members of the Parking Commission serve on said Downtown Planning Advisory Committee at such time as members are appointed in October of 1994."

If it is the intention of City Council to disband the Parking Commission, members of said Commission would be pleased to have the opportunity to seek two positions on the Downtown Planning Advisory Committee.

Thank you for your consideration.

Respectfully submitted,



BILL VANSON  
 Chairman  
 RED DEER PARKING COMMISSION

THE CITY OF RED DEER  
 CLERK'S DEPARTMENT

RECEIVED	
TIME	11:05 am
DATE	Oct. 27 '93
BY	C. Smith

Commissioners' Comments

Although this request was verbally explained by Alderman Schnell at the last Council meeting, the actual correspondence was not received in time for the agenda and is reproduced here for Council's information.

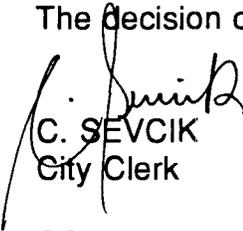
"G. SURKAN", Mayor  
 "M.C. DAY", City Commissioner

**DATE: NOVEMBER 9, 1993**  
**TO: BYLAWS AND INSPECTIONS MANAGER**  
**FROM: CITY CLERK**  
**RE: BYLAW 2882/A-93**  
**REPEAL OF PARKING COMMISSION BYLAW**

---

This is to advise that Council of the City of Red Deer, at its meeting held on November 8, 1993, gave third reading to the above noted Bylaw. Bylaw 2882/A-93 repeals 2882/85 The Red Deer Parking Commission Bylaw. Said Bylaw comes into effect immediately.

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

  
C. SEVCIK  
City Clerk

CS/clr  
Encls.

cc: Parking Administrator

NO. 1

DATE: October 29, 1993  
TO: City Council  
FROM: City Clerk  
RE: PUBLIC HEARINGS/LAND USE BYLAW AMENDMENTS 2672/S-93 AND  
2672/T-93

---

A Public Hearing has been advertised for each of the above noted Land Use Bylaw Amendments to be held in the Council Chambers of City Hall on Monday, November 8, 1993, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

Bylaw 2672/S-93 provides for a "Security Quarters Suite" in connection with the operation of Cass's Stagger Inn located at 5020 - 58 Street.

Bylaw 2672/T-93 pertains to the redesignation of lands in Rosedale Extension, Phases 2B and 2C, from A1 to R1A and PS designation, to allow for the development of 60 duplex parcels. Following hereafter is a map showing the lands in question.



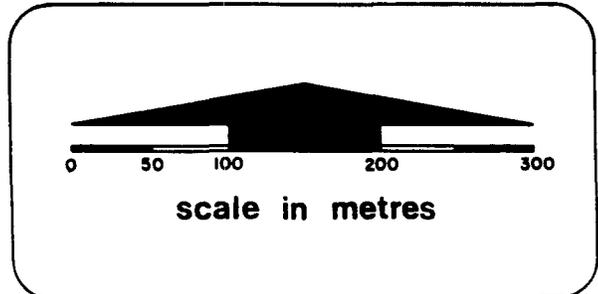
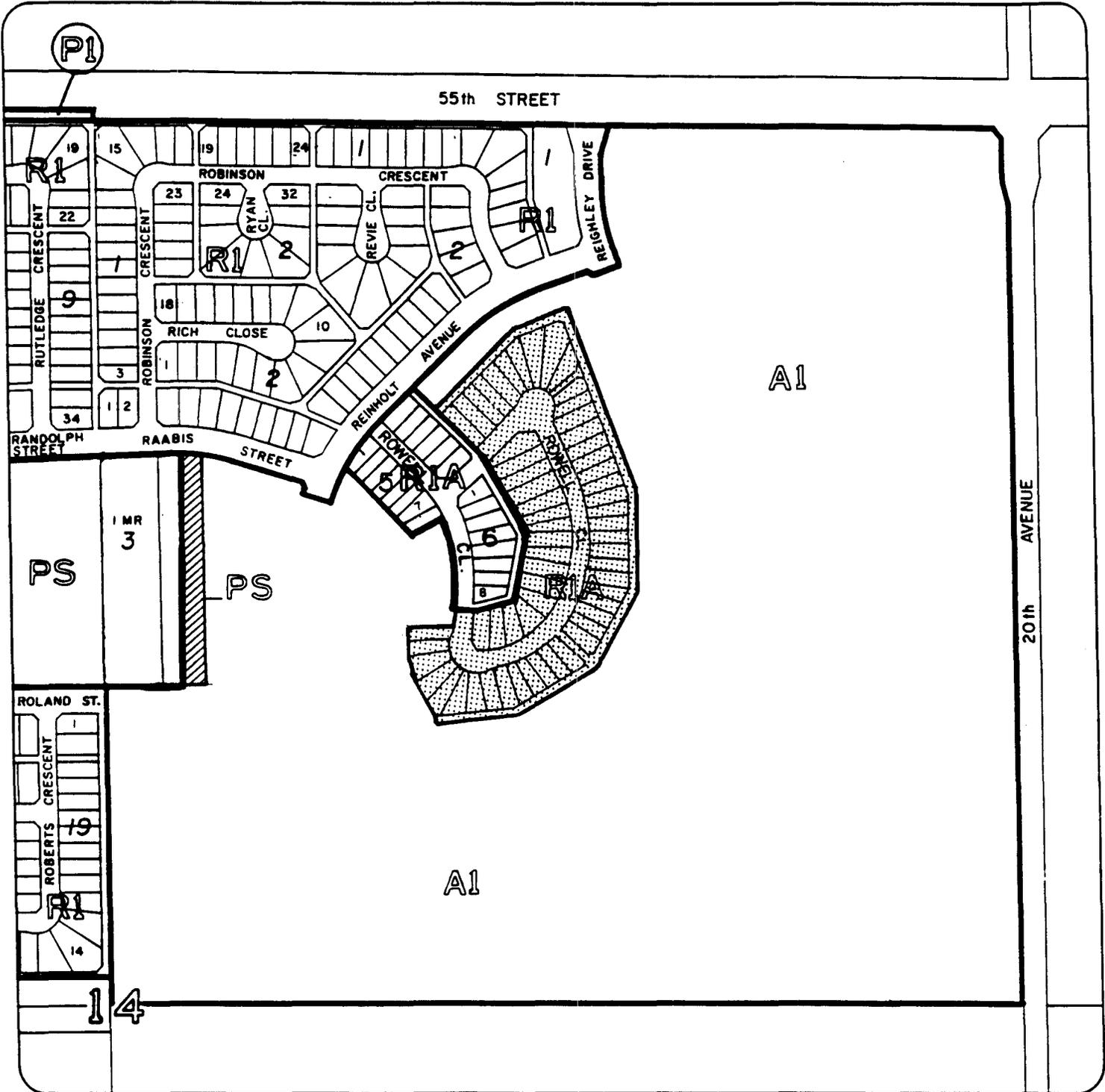
C. Sevcik  
City Clerk

CS/ds

Encl.

# City of Red Deer ---<sup>4</sup> Land Use Bylaw Land Use Districts

L 9



MAP NO. 13 /93  
(Bylaw 2672 / T - 93)  
Change from A1 to RIA  & PS 

**DATE:           OCTOBER 13, 1993**  
**TO:             RED DEER REGIONAL PLANNING COMMISSION**  
**FROM:          CITY CLERK**  
**RE:            LAND USE BYLAW AMENDMENTS 2672/S-93 AND 2672/T-93**

---

Council of the City of Red Deer at its meeting held Tuesday, October 12, 1993, gave first reading to the above noted Bylaws.

Bylaw 2672/S-93 provides for a "Security Quarters Suite" in connection with the operation of Cass's Stagger Inn, located at 5020 - 58th Street.'

Bylaw 2672/T-93 pertains to the redesignation of lands in Rosedale Extension, Phases 2B and 2C, from A1 to R1A and PS designation, to allow for the development of 60 duplex parcels.

Enclosed herewith is a copy of the aforesaid Bylaws. This office will now proceed with advertising for Public Hearing to be held on Monday, November 8, 1993 commencing at 7:00 p.m., or as soon thereafter as Council may determine.

Trusting you will find this satisfactory.

  
C. SEVCIK  
City Clerk

CS/clr  
Encls.

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



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

October 13, 1993

Mr. Cass Trahan  
5020 - 58 Street  
Red Deer, Alberta  
T4N 6S8

Dear Mr. Trahan:

**RE: LAND USE BYLAW AMENDMENT 2672/S-93  
SECURITY QUARTERS SUITE - CASS'S STAGGER INN  
5020 - 58 STREET, RED DEER, ALBERTA**

At the Council Meeting of October 12, 1993, first reading was given to Land Use Bylaw Amendment 2672/S-93, a copy of which is enclosed herewith. Bylaw 2672/S-93 provides for a "Security Quarters Suite" in connection with the operation of Cass's Stagger Inn, at 5020-58 Street.

As indicated to you in our letter of September 28, 1993, this office will now proceed with preparation of advertising for a Public Hearing to be held on Monday, November 8, 1993 commencing at 7:00 p.m., or as soon thereafter as Council may determine. The advertising will appear in the Red Deer Advocate on Friday, October 22nd and Friday, October 29th and in accordance with the Land Use Bylaw, you are required to deposit with the City Clerk an amount equal to the estimated cost of said advertising, which in this instance, is \$500.00.

We will require this deposit by no later than Tuesday, October 19, 1993 in order to proceed with the advertising as scheduled above. Once the actual costs are known, you will be either invoiced for, or refunded the balance.

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

Sincerely,

*C. Sevcik*  
C. SEVCIK  
City Clerk

CS/clr  
Encls.

cc: Frank Wong, Planning Assistant  
Council & Committee Secretary, Sandra

*NOTE: Remind the applicant  
of Council's condition. See  
attached letter.*



*a delight  
to discover!*



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

September 28, 1993

Mr. Cass Trahan  
5020 58 Street  
RED DEER AB T4N 6S8

Dear Mr. Trahan:

*\* Remind the applicant of  
this condition in our letter to him  
following passage of the  
Bylaw Amendment (After Nov. 8  
meeting)*

**RE: RESIDENTIAL SUITE - 5020 58 STREET LOTS 1 & 2 BLOCK 30 PLAN 7604 S**

This is to advise that your request for a residential suite at 5020 - 58 Street was presented to Council September 27, 1993.

At the aforesaid meeting Council passed the following motion:

"RESOLVED that Council of The City of Red Deer, hereby agrees that the request from Cass Trahan, to allow a residential suite at 5020 - 58 Street (Lots 1 & 2, Block 30, Plan 7604 S),

be approved subject to the following:

1. A Land Use Bylaw Amendment being passed by Council;
2. The property being upgraded to meet building and fire code requirements. \*

In accordance with Council's decision a Bylaw Amendment will be presented for first reading at the Council Meeting of October 12, 1993. Following first reading, on October 12, this office will prepare advertising for a Public Hearing to be held on Monday, November 8, 1993, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

The advertising will be scheduled to appear in the Red Deer Advocate on Friday, October 22 and 29, 1993. In accordance with the Land Use Bylaw you are required to deposit, with the City Clerk, prior to public advertising, an amount equal to the estimated cost of said advertising which in this instance is \$500.00. We will require this deposit by no later than Tuesday, October 19, 1993, in order to proceed with the advertising as scheduled above. Once the actual cost are known you will be either invoice for or refunded the balance.



*a delight  
to discover!*

Mr. Cass Trahan  
Page 2  
September 28, 1993

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

Sincerely



G. SEVCIK  
City Clerk

CS/sw

cc: Bylaws & Inspections Manager  
Fire Chief  
Principal Planner

**NOTE:** Mr. Meyette: Please prepare the Bylaw Ammendment for inclusion on the October 12, 1993 Agenda which we will require by no later than October 4, 1993.

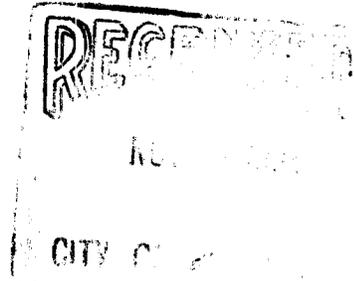
City Assessor  
EL&P Manager  
Keg Restaurants Limited, ATTN: Diane Pugh, Property Manager

Submitted to City Council

Date: 93.11.08

November 6, 1993

City Clerk  
The City of Red Deer  
Red Deer, Alberta



Dear City Clerk:

Re: Land Use Bylaw Amendment - Rosedale Meadows

Over the past year, the Rosedale Acres Community Association has brought to the attention of both City Hall and the developer the constant flow of traffic through the Rosedale Community to the area under construction. Signs erected by the developer have failed in directing construction traffic to 55th Street.

During our recent membership drive (October, 1993) many residents expressed concern regarding the heavy flow of construction traffic. As a result, the Rosedale Acres Community Association is requesting that consideration be given to the development and maintenance of paved access roads to major arteries for Rosedale Meadows before land is approved for future development by the City of Red Deer.

Sincerely,

Michelle Quigg  
President  
Rosedale Acres Community Association



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

October 13, 1993

Rosedale Meadows Development Inc.  
 c/o Charles R. Allard  
 13723 Summit Point  
 Edmonton, Alberta  
 T4N 3S6  
 5

Dear Sir:

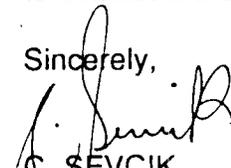
**RE: LAND USE BYLAW AMENDMENT 2672/T-93  
 ROSEDALE EXTENSION - PHASES 2B AND 2C**

I would advise that Council of the City of Red Deer, at its meeting held Tuesday, October 12, 1993, gave first reading to Land Use Bylaw Amendment 2672/T-93, a copy of which is enclosed herewith. Bylaw 2672/T-93 pertains to the redesignation of lands in Rosedale Extension (Phases 2B and 2C) from A1 to R1A and PS designation, to enable the development of 60 duplex parcels.

This office will now proceed with preparation of advertising for Public Hearing to be held on Monday, November 8, 1993, commencing at 7:00 p.m., or as soon thereafter as Council may determine. The advertising is scheduled to appear in the Red Deer Advocate on Friday, October 22nd and 29th. In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of said advertising which in this instance, is \$600.00. We will require this deposit by no later than Tuesday, October 19, 1993 to proceed with the advertising as scheduled above. Once the actual costs are known, you will either be invoiced for, or refunded the balance.

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

Sincerely,

  
 C. SEVCIK  
 City Clerk

CS/clr

Encls.

cc: Frank Wong, Planning Assistant  
 Council & Committee Secretary, Sandra



*a delight  
 to discover!*



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

November 9, 1993

Rosedale Meadows Development Inc.  
c/o Charles R. Allard  
13723 Summit Point  
Edmonton, Alberta  
T5N 3S6

Dear Sir:

RE: LAND USE BYLAW AMENDMENT 2672/T-93  
ROSEDALE EXTENSION PHASES 2B AND 2C

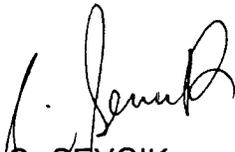
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Further to our letter of October 13, 1993 wherein we advised of a Public Hearing in regard to the aforementioned Land Use Bylaw Amendment, I wish to advise as follows.

At the Council Meeting of November 8, 1993, Land Use Bylaw Amendment 2672/T-93 was given second and third reading by Council following the Public Hearing. Enclosed herewith is a copy of the aforementioned Bylaw Amendment as finally approved by Council.

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

Sincerely,



C. SEVCIK  
City Clerk

CS/clr  
Encls.

cc: Principal Planner



*a delight  
to discover!*

**DATE: NOVEMBER 9, 1993**  
**TO: RED DEER REGIONAL PLANNING COMMISSION**  
**FROM: CITY CLERK**  
**RE: LAND USE BYLAW AMENDMENT 2672/T-93**

---

I wish to advise that Council at its meeting of November 8, 1993, gave second and third reading to aforementioned Land Use Bylaw Amendment, a copy of which is enclosed herewith.

Bylaw 2672/T-93 pertains to the redesignation of lands in Rosedale Extension, Phases 2B and 2C, from A1- to R1A and PS designation to allow for development of 60 duplex parcels.

Trusting you will find this satisfactory and that you will be sending us the revised page for inclusion in the office consolidation copy, at your earliest convenience.

  
C. SEVCIK  
City Clerk

CS/clr  
Encls.

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

**DATE: NOVEMBER 9, 1993**  
**TO: RED DEER REGIONAL PLANNING COMMISSION**  
**FROM: CITY CLERK**  
**RE: LAND USE BYLAW AMENDMENT 2672/S-93**  
**CASS'S STAGGER INN**

---

Council of the City of Red Deer at its meeting held on November 8, 1993, gave second and third reading to the above noted Land Use Bylaw Amendment, a copy of which is enclosed herewith.

Bylaw 2672/S-93 provides for a "security quarters suite" in connection with the operation of Cass's Stagger Inn, located at 5020-58 Street, Red Deer, Alberta.

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

  
C. SEVCIK  
City Clerk

CS/clr  
Encls.



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

November 9, 1993

Mr. Cass Trahan  
5020-58 Street  
Red Deer, Alberta  
T4N 6S8

Dear Mr. Trahan:

RE: LAND USE BYLAW AMENDMENT 2672/S-93  
"SECURITY QUARTERS SUITE"

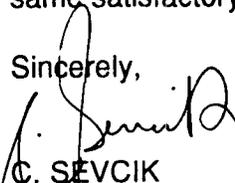
Further to our letter of October 13, 1993 wherein we advised of a Public Hearing in regard to the aforementioned Land Use Bylaw Amendment, I wish to advise as follows.

At the Council Meeting of November 8, 1993 Land Use Bylaw Amendment 2672/S-93 was given second and third reading by Council following the Public Hearing. Enclosed herewith is a copy of the aforementioned Bylaw Amendment as finally approved by Council.

To proceed further with the "security quarters suite", it will be necessary for you to obtain from the Bylaws and Inspections Manager, a permit, prior to any occupancy taking place. You will recall that at the September 27, 1993 Council Meeting, Council, by resolution, agreed to your request for a suite at 5020-58 Street, however, one of the conditions was that the property must be upgraded to meet building and fire code requirements.

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

Sincerely,

  
C. SEVCIK  
City Clerk

CS/clr  
Encls.

cc: Bylaws and Inspections Manager  
Fire Chief  
Principal Planner  
City Assessor



*a delight  
to discover!*

REPORTSNO. 1

CS-4.190

**DATE:** November 1, 1993

**TO:** CITY COUNCIL

**FROM:** CRAIG CURTIS, Director  
Community Services Division

**RE:** RIVER BEND GOLF COURSE & RECREATION AREA:  
PROPOSED BUSINESS PLAN

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1. The 1993 budget for the River Bend Golf Course & Recreation Area was considered by City Council at its meeting on January 20, 1993, when the following resolutions were adopted:
  - "RESOLVED that Council of The City of Red Deer, having considered reports from the River Bend Golf & Recreation Society and the Director of Community Services, approve funding of \$80,000 from the Waskasoo Park Operating Trust Fund to cover shortfalls in the profits generated by the society in 1991 and 1992."
  - "RESOLVED that Council of The City of Red Deer, having considered reports from the River Bend Golf & Recreation Society and the Director of Community Services, approve an amendment to the Operating Agreement with the River Bend Golf & Recreation Society, to reduce the projected 'rent' to \$200,000 in 1993, and that the 'rent' for 1994 be established once the society's long-term plan is completed."
  - "RESOLVED that Council of The City of Red Deer, having considered reports from the River Bend Golf & Recreation Society and the Director of Community Services, hereby approve the proposed five-year equipment replacement plan, in principle, as outlined in the revised budget submission."
2. The society immediately commenced the preparation of a Five-Year Business Plan, including policies relating to finance, marketing and food services. A draft plan was completed and adopted by the board in May. However, final presentation to City Council was delayed until more information on 1993 expenditures and revenues was available.
3. The operation of the River Bend Golf Course & Recreation Area has been extremely successful during 1993, in spite of poor weather during mid-summer. Revenues have generally met projections and expenditures have been significantly reduced. It is now projected that a small surplus of approximately \$30,000 will be carried forward into 1994.
4. The proposed Business Plan for the period 1993-1998 is now submitted for City Council's consideration, and includes the following components:
  - Part 1: Society and Mandate
  - Part 2: Site and Services
  - Part 3: Market and Trends
  - Part 4: Marketing
  - Part 5: Management
  - Part 6: Operations and Staff
  - Part 7: Financial Plan
  - Part 8: Risks and Contingencies

.../2

**City Council**  
**Page 2**  
**November 1, 1993**  
**River Bend: Proposed Business Plan**

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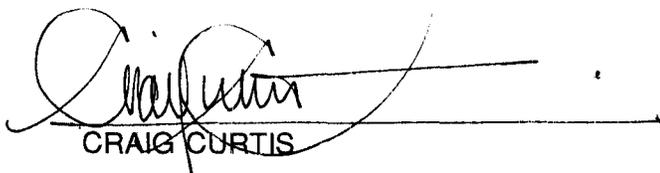
5. I have worked with the board during the development of the Business Plan and support it with minor reservations. My comments are as follows:

- The Financial Plan, as outlined in Part 7, recommends that 'rent' for the facility be maintained at \$200,000 until 1996, when it will be increased to \$210,000. I believe that this is realistic now that all costs related to equipment replacement and course upgrading are included in the annual operating budget. The present agreement between the City and the society contemplates a 'rent' payment of \$257,300 in 1994, which should now be amended.
- The Business Plan includes detailed schedules for equipment replacement and facility upgrading. I am satisfied that sufficient funds have been allocated to maintain the facility in top quality condition. However, I question the viability of developing a tournament house in 1998, at a cost of \$100,000. A detailed cost benefit study would be required before the development of an additional facility could be considered.

6. **RECOMMENDATIONS**

It is recommended that City Council:

- Approve the Business Plan prepared by the River Bend Golf & Recreation Society, in principle, as a framework for operation over the next five years.
- Approve an amendment to the operating agreement between the City and the society, dated May 12, 1992, to reduce the 'rent' payment in 1994 from \$257,300 to \$200,000.

  
CRAIG CURTIS

:dmg

- c Bill Shaw, Chairman, River Bend Golf & Recreation Society  
Stan Schultz, General Manager, River Bend Golf Course & Recreation Area  
Don Batchelor, Parks Manager  
Lowell Hodgson, Recreation & Culture Manager

Commissioners' Comments

We concur with the recommendations of the Director of Community Services. We particularly concur with his remarks regarding a tournament house. In a time of severe fiscal restraint and a moratorium on the development of any new recreational facilities, it would not seem appropriate to build the facility proposed unless it can be shown that there is a very significant benefit to cost ratio. Accordingly, approval in principle for the business plan should be subject to the proviso that the proposal for the tournament house be brought forward to Council only after the completion of a detailed benefit-cost study which clearly documents the estimated pay-back of the facility.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

# **BUSINESS PLAN**

**RIVER BEND GOLF  
AND  
RECREATION SOCIETY**

**Update - October 19, 1993**

## EXECUTIVE SUMMARY

The River Bend Golf Course and Recreation Area is an integral part of Waskasoo Park, a regional park owned and operated by the City of Red Deer. The River Bend Golf Course commenced operation in 1987 and is now in its seventh year of use. The facility has evolved into a highly active, four season recreation node, including the 18 hole championship public golf course, a 9 hole mini-links, driving range, waterpark, picnic facilities, canoe launch, hiking/cross-country ski trails, biathlon range, clubhouse/restaurant, service building and caretaker's residence.

The River Bend Golf and Recreation Society is contracted by the City to operate, manage and maintain the facilities. It is an independent society which consists of nine members appointed by the City, and includes one alderman.

River Bend is staffed by five permanent personnel, including a Manager, Superintendent, Mechanic, Food Services Supervisor and Secretary/Accounts Clerk, the first and last being 3/4 time positions. There are approximately 50 seasonal employees.

Already the site of provincial golf championships, the golf course has become a significant factor in the golf scene of Central Alberta. The Discovery Canyon Waterpark is extremely popular and has greatly increased family recreation use in the summer. The well-maintained and challenging cross-country ski trails are making a name for themselves, drawing more users and its share of provincial competitions each year.

As part of its operation agreement, the Society pays an annual "rent" to the City. In the past four years payments have contributed \$725,000 to the operation of Waskasoo Park.

The 1993 budget for River Bend is \$1,285,348 which includes operations - \$936,260; capital improvements and equipment/machinery - \$149,088; and rent - \$200,000. Total operational costs are projected to increase to \$1,461,425 in 1998. Revenues will need to increase by 2.75% per year to meet these cost increases.

Following requests by the City and proper management procedures, the Society has adopted a Machinery and Equipment Plan (see Appendix 3) and Capital Plan (see Appendix 4). Their costs average \$158,230 over the next five years and constitute approximately 12% of annual budgets (Note: costs are in 1993 dollars).

Contracted rents increased from \$120,000 to \$224,700, or 32%, between 1989 and 1992. The contracted rent for 1993 was reduced to \$200,000 by City Council. The budgeted rent in this financial plan is \$200,000 through 1995 and \$210,000 between 1996 and 1998.

The rent should be renegotiated following the 1993 golf season. An alternative is that a base rent be established (e.g. \$170,000) and any surpluses, therefore, go 50% to the City and 50% to River Bend.

## **PART 1**

### **SOCIETY AND MANDATE**

#### **SOCIETY**

The River Bend Golf and Recreation Society (Red Deer) is a society duly incorporated under the Province of Alberta's Society Act (R.S.A. 1980 Chap 5-18). Incorporation was officially approved by the office of The Registrar of Corporations on April 13, 1989.

#### **OBJECTIVES**

The objectives of the Society are to manage, operate, maintain and provide a high standard publicly accessible golf course, cross-country ski course, biathlon course and other recreational opportunities for the citizens of the City of Red Deer, and visitors thereto, upon lands owned by the City pursuant to an agreement approved by the Council of the City.

#### **MANDATE**

As defined by the City of Red Deer, the essential mandate of the Society is:

- 1) To maintain and operate all River Bend Golf Course and Recreation Area facilities at a high standard making them available for the citizens of the City of Red Deer and District and as an attraction for tourists, conventioners and other visitors.
- 2) To operate and maintain these services efficiently and effectively and in a manner that will provide fair and equitable treatment for all potential users.
- 3) To develop fees and charges that will generate a surplus over operating costs that is considered reasonable for the industry.
- 4) To operate the golf course in a manner that will not represent unfair competition to the private sector and maximize use of all services.

## **HIGHLIGHTS TO DATE**

The River Bend Golf Course and Recreation Area is an integral part of Waskasoo Park. The River Bend Golf Course commenced operation in 1987 and is now in its seventh year of use. The facility has evolved into a highly active, four season recreation node.

Already the site of provincial golf championships, the golf course has become a significant factor in the golf scene in Central Alberta. Now widely known as a championship quality public golf course, River Bend receives faithful support by annual pass holders and green fee players, while attracting tournaments and players from throughout the province.

As part of its operation agreement, the Society pays an annual "rent" to the City. In the past four years, payments by the Society have contributed \$725,000 to the operation of Waskasoo Park.

While golf is the main recreation activity in the spring, summer and fall, the Discovery Canyon waterpark has greatly increased the summer recreation use of River Bend. Being oriented to young families, this facility has also broadened the users of the area.

Winter use is primarily focused on the cross-country ski trails, which are likely the most challenging urban trails in Alberta. The site of a number of popular loppets and other competitions (including major Alberta championships), the trails are becoming increasingly popular with casual and serious skiers. Associated biathlon facilities are among the few in the province.

## **PART 2**

### **SITE AND SERVICES**

#### **SITE AND ACCESS**

River Bend Golf Course and Recreation Area is located at the north end of Waskasoo Park within the County of Red Deer (see Map 1). Situated within a 270 degree bend of the Red Deer River, the site is over 100 hectares in extent and consists of a variety of landscapes and natural environments. Most of the golf course occupies former pasture lands, containing man-made lakes created from gravel extractions. Woodlands fringe the golf course along the river shorelands and mount hilly terrain on the south side of the site.

Automobile access to River Bend is from an extension of 30th Avenue on the northeast side of the city. A bridge over the Red Deer river links River Bend via a bicycle/pedestrian trail system to the linear Waskasoo Park system extending throughout Red Deer along the shorelands of the Red Deer River.

While a highly scenic site with a distinct country feel, River Bend's location is somewhat isolated, therefore lacking benefit of a highly visible location from a major highway.

#### **FACILITIES**

Facilities within the River Bend Golf and Recreation Area include:

- 1) A major 18-hole championship golf course surrounding two artificial lakes, a 9-hole mini links and a driving range.
- 2) A clubhouse building which includes a concession/restaurant, pro shop, washrooms and change rooms, and a heated cart storage area. This facility serves the golf course in summer and acts as a pavilion for cross-country skiers in winter. The building is serviced by a large 120 stall parking area.
- 3) Discovery Canyon, a unique family water recreation area which includes an artificial stream, spray pool and picnicing facilities.
- 4) A family picnicing area and canoe launch.
- 5) A paved trail head which connects to the remainder of Waskasoo Park via a bicycle/pedestrian trail bridge over the Red Deer River.

- 6) A challenging 10 km trail system which is used for hiking in summer and in winter is trackset as a cross-country ski course, plus an additional 5 km of trails set on the golf course.
- 7) A biathlon range with access from the cross-country ski trail system.
- 8) A park service building for equipment storage and maintenance.
- 9) A caretaker's residence.

### **FUTURE DEVELOPMENT**

Nearly all of the facilities originally envisioned in the Waskasoo Park plan have been provided. The remaining major facility to be built is a Pavilion building to service the Discovery Canyon and associated lake area. Likely similar in use to the Bower Ponds pavilion for four season use, the pavilion would be even much more useful if designed also as a "tournament house". If the pavilion does not proceed or will not accommodate tournament uses, a tournament building will be needed if River Bend is to maximize its golfing operation.

Over the years future improvements to the golf course, ski trails, Discovery Canyon and other facilities will be required as well.

## PART 3

### MARKET AND TRENDS

#### MARKET SIZES

Since River Bend has a number of uses its markets vary depending upon the activity. While specific research has not been undertaken to provide firm market statistics, the following are reasonable estimates upon which to base a marketing strategy.

The following are 1992 populations for the Red Deer trading area:

1) City of Red Deer	60,000
2) Trading Area (includes Red Deer)	140,000
3) Tourists	20,000

The estimated size of the market for activities is:

1) Golf Course	3,000 - 7,000	persons
2) Driving Range	10,000 - 15,000	persons
3) Mini Links	10,000 - 15,000	persons
4) Food Services	18,000 +	persons
5) Cross-Country/Biathlon	3,000 - 5,000	persons

#### TRENDS

Regrettably, historic user statistics for River Bend are unreliable. Statistics for 1992 indicate the following usage:

1) Golf Course - 9 Hole*	9,043
2) Golf Course - 18 Hole*	17,021
3) Mini Links**	6,050
4) Driving Range**	29,926
5) Food Services	\$300,332
6) Cross-Country Skiers	?

\* Does not include passholder golf

\*\* Assumes \$1.75/round average

\*\* Driving Range at \$2.00/token

Golfing continues to grow in Alberta and River Bend has certainly captured a share of the local and regional golfing market. Cross-country skiing is also a growth sport while interest in River Bend's excellent and varied trails continues to draw more users.

## COMPETITION

In the Red Deer region, golfers are very well served with a variety of courses. The following are all 18 hole unless otherwise indicated:

- \* Red Deer Golf & Country Club
- \* Lacombe Golf & Country Club
- \* Wolf Creek Golf Resort (27 holes)
- \* Ponoka Community Golf Club
- \* Spruce Ridge Golf Course (9 holes & expanding to 18)
- \* Lakewood Golf Course (9 holes)
- \* Sylvan Lake Golf & Tennis Club
- \* Last Hill Golf & Country Club (Eckville)
- \* Pine Hills Golf Club (Rocky Mountain House)
- \* Balmoral Golf Course
- \* Alix Community Golf Course (9 holes)
- \* Innisfail Golf Club
- \* Highlands Golf Course (Olds)
- \* Bowden Golf Course (9 holes)

There are also a number of Par 3 courses in the area which serve as competition to the mini links at River Bend. These include:

- \* Iron Wolf (Lacombe)
- \* Gull Lake Golf Course
- \* Top O' The Hill
- \* Great Chief Pitch and Putt

Public driving ranges are available at seven other golf courses in the area. As well, there is at least one commercial driving range.

Golf course competition will intensify in the near future with the completion of the following courses:

- \* Alberta Springs Recreation Resport (5 km west)
- \* Sylvan Southland Golf Course (9 holes)
- \* Ghostpine Lake Golf and Country Resort

Competition for formal (set tracks) cross-country ski areas is minimal. An excellent commercial facility is Terratina Lodge southwest of Rocky Mountain House. Tracks are also set at Red Deer College.

## **PART 4**

### **MARKETING**

#### **STRENGTHS**

As River Bend is a multi-purpose, four season recreation facility, it draws a wider variety of people to it than would the normal golf course. All facilities were developed and maintained at a high standard so users can rely on a quality experience (weather permitting!). The clubhouse is adequate for many uses, both winter and summer.

With the championship golf course, driving range and mini links there is no comparable facility in Central Alberta. Discovery Canyon adds another dimension which elevates River Bend as a family destination recreation area. The availability of food services, public washrooms, hiking trails and accessibility by paved bike paths broadens the draw of River Bend.

Because it is public and has suitable facilities, River Bend provides ideal teaching opportunities for both golf and cross-country skiing/biathlon. This serves to "advertise" River Bend.

The cost of golf is at the general market value. While there are courses which charge less, usually they do not offer the quality or variety of challenges as the River Bend layout. As well, there are area courses which charge more.

#### **OBJECTIVES**

The following are basic marketing objectives for River Bend:

- (a) ensure cost effective marketing
- (b) complete publicity and advertising plans
- (c) increase use of golf facilities (i.e. increase net profits from the profitable activities)
- (d) decrease losses of non-profitable activities

#### **STRATEGIES**

For cost effective marketing:

- (1) enhance Manager's marketing role and provide ability to undertake and coordinate
- (2) survey users re: quality of product and services; needs (wants) and perceptions of facilities; suggestions for improvement
- (3) target markets

For publicity and advertising plans:

- (4) develop a publicity plan within the operational policies of River Bend which promotes the profile of the facility (e.g. media challenge, charity event, etc.)
- (5) develop an advertising budget and plan which reaches target markets

For increased golf facility use:

- (6) target tourists (RV golfers, campers and travellers staying in and around Red Deer)
- (7) draw more tournaments
- (8) promote more city and area green fee players

A specific target for 1993 is 8% more rounds than 1992, which in part may be achieved by:

Target Market	R.V. Golfers	Tournament Golfers	Green Fee Golfers (City & District)
Desirable Situation	Attract 500 additional golfers from Hwy 2 touring traffic	Attract 1,800 additional tournament players	Attract 2,000 rounds by new golfers from the area
Where to see changes	-campground based inquiries -tourist info centre inquiries -hot line usage	Number of tournaments booked	-higher utilization of facilities -response to blitzes
Action to consider	-promotion @ campgrounds & tourist centre -Kiosk @ tourism centre -tee times blocked for out-of-towners -hot line phone # -posters -introductory coupon	-direct mail out to planners -companies employee groups, charities (Ron McLean) -early confirmation of 1993 tournaments -retain midweek blocks	-radio advertising -word of mouth -introductory coupons
Objectives	-revenues increase of $500 \times \$30 = \$15,000$ -fill midweek foursomes & tee times -provide activity for visitors	-increase revenue of $1,800 \times \$34 = \$61,200$ -fill midweek tee times -reduce cancellation rates due to inclement weather	-increase golfing revenue by $2,060 \times \$18 = \$37,080$ -increase revenue from food sales, mini links & driving range by 8%

For decreased losses of non-profitable activities:

- (9) solicit "donations" from users (i.e. cross-country skiers, Discovery Canyon users)
- (10) attract more volunteer services (i.e. upkeep, maintenance)

### PRICING

The Society, which operates River Bend on behalf of the City, is challenged with two financial mandates:

1. Fees and charges "shall" generate revenues greater than operating costs, and
2. Operate the golf course in a manner which will not represent unfair competition to the "private" sector.

In addition, the Society is to operate all services in a manner that will maximize use.

As such, River Bend is mandated to generate a yearly financial surplus. However, it cannot do so through lower fees (to generate greater volumes), which in turn does not easily lend to maximizing use given the competition of golf courses in the region.

As well, River Bend must operate at a disadvantage to other golf courses in that it is required to:

- (a) operate Discovery Canyon
- (b) maintain winter ski trails
- (c) larger golf course maintenance
- (d) availability (access, heat, upkeep) of clubhouse for winter use

These translate to a \$50,000 - \$60,000 higher operating cost than the average golf course.

To operate within the guidelines and added responsibilities, River Bend, has the following fee schedule for 1993:

**1993 FEE SCHEDULE**

(includes G.S.T.)

<b><u>Green Fees</u></b>	18 hole golf	\$ 22.00
	9 hole golf	15.00
<b><u>Mini Links</u></b>	9 holes	2.50
	9 holes (child)	1.00
<b><u>Passes</u></b>	Unrestricted	600.00
	Restricted	400.00
	Student	150.00
	Family	1,120.00
<b><u>Ticket Books</u></b>	9 hole ticket book	135.00
	18 hole ticket book	198.00
<b><u>Tournament Fees</u></b> (per golfer)		4.00
<b><u>School Groups</u></b>	9 holes	7.50
	18 holes	11.00
<b><u>Rentals</u></b>	1 range token	2.00
	20 range tokens	33.95
	50 range tokens	79.95
	100 range tokens	149.95
	Single Iron	.50
	Single Wood	1.00
	Full Set	6.50
	7 Piece Set	3.25
<b><u>Pullcarts</u></b>	18 holes	3.50
	9 holes	2.00
<b><u>Powercarts</u></b>	18 holes	22.00
	9 holes	14.00
	20 rounds of 18 holes	330.00
	20 rounds of 9 holes	210.00
<b><u>Room Rental</u></b>	Clubhouse (per hour)	17.00
	Boardroom (per hour)	6.50

As well, for cross-country skiers River Bend "requests donations of":

- |                |                               |
|----------------|-------------------------------|
| (a) Individual | \$ 2.00/day or \$25.00/season |
| (b) Family     | \$ 5.00/day or \$50.00/season |
| (c) School     | \$ .50/child or \$2.00/season |

## PART 5

### MANAGEMENT

#### ORGANIZATION

The River Bend Golf and Recreation Society (Red Deer) is an independent Society which consists of nine members who are appointed by the Council of the City of Red Deer. One member is an aldermanic representative from City Council.

The Society operates under by-laws established under the Society Act and is contracted by the City to operate, manage and maintain the River Bend Golf Course and Recreation Area. This contract includes an annual "rent" to the City.

#### MANAGEMENT BOARD

The Board of Directors of the Society consists of its nine members. From its members the Society annually elects a Chairman and Vice-Chairman.

#### KEY PERSONNEL

The following key staff are employed by the Society to operate and maintain the area's facilities:

- 1) **Manager**: responsible for coordination of the operation of the golf course, pro shop and food services, as well as administration of the finances and operating policies.
- 2) **Superintendent**: responsible for all aspects of grounds maintenance, repair and construction of the golf course and other facilities.
- 3) **Mechanic**: responsible for all aspects of equipment maintenance and repair, minor maintenance of buildings and fabrication of facility amenities.
- 4) **Food Service Supervisor**: responsible for all aspects of food and beverage services (note: also entails administrative duties for approximately 3 winter months during Manager's absence).
- 5) **Secretary/Accounts Clerk**: responsible for all aspects of administrative clerical requirements, accounts payable and receivable and month end financial reports.

The Manager's position currently is a 9 month a year position, while the Secretary/Accounts Clerk job is a 3/4 time position. The other three are full time positions, therefore totalling 4.5 permanent positions; all other positions are seasonal.

## PART 6

### OPERATIONS AND STAFF

#### MAJOR OPERATIONS

The River Bend Golf Course and Recreation Society on behalf of the City of Red Deer, undertakes the following major operations:

- 1) **Golf**: to make available and promote public golfing seven days a week for the entire golfing season, including: 18-hole golf (championship course), 9-hole mini links, driving range, golf lessons, rentals equipment and sales of basic golf needs.
- 2) **Golf Course Maintenance**: to maintain all golf facilities in highly playable and, therefore, marketable condition.
- 3) **Clubhouse**: to operate the clubhouse on a year-round basis for use by public golfers, skiers and general recreation users, as well as enabling the rental and use of the building for meetings and gatherings.
- 4) **Equipment and Building Maintenance**: to provide scheduled and as necessary maintenance and repair to all River Bend equipment and buildings to ensure ongoing reasonable use of equipment and structures during the economic life of these assets.
- 5) **Food Services**: to provide food services, including licensed beverages, as appropriate to users of the golf course, trails, parks and other features.
- 6) **Water Park**: to operate and make available to the public the facilities of Discovery Canyon for daylight use during acceptable weather conditions for the period between the Victoria Day and Labor Day weekends.
- 7) **Park Areas**: to maintain all park grounds, trails, picnic areas and boat launches in acceptable conditions for public use during daylight hours for as much as the frost free season as possible.
- 8) **Winter Skiing**: to provide and maintain cross-country ski trails (both skating and classical) to high standards where snow conditions and weather so permit, and for as much of the winter season as possible, while also ensuring the safe operation and use of the biathlon range during this season.

## STAFF

In addition to the key personnel discussed in Part 5, River Bend employs seasonal staff to operate and maintain the facilities and services of the area. These include:

	<u>Number of Individuals</u>	<u>Approximate Man-Years</u>
Pro Shop	15	4.65
Food	10	5.42
Maintenance	25	8.53
	<hr/>	<hr/>
<b>Total</b>	<b>50</b>	<b>18.60</b>

## VOLUNTEERS

The operation of River Bend is significantly enhanced by individuals and groups who volunteer expertise and time to assist facility management, asset maintenance and program services. Among others these include:

- 1) River Bend Board of Directors
- 2) Parkland Cross-Country Ski Club
- 3) Junior Golf Teaching/Expertise

They undertake, among other roles, important functions such as:

- 1) overseeing operations, including management and finances
- 2) trail maintenance
- 3) cross-country track setting
- 4) lessons (both golf and skiing)

## PART 7

### FINANCIAL PLAN

#### OVERVIEW

The table below summarizes the financial plan for River Bend for the five year period beyond 1993. Each component of the financial plan is discussed in the following sections:

#### EXPENDITURE SUMMARY

	1993	1994	1995	1996	1997	1998
Cost of Operations	182,280	180,000	183,600	187,300	191,000	194,800
Operations	753,980	776,600	800,000	823,900	848,600	874,000
Sub-total	936,260	956,600	983,600	1,011,200	1,039,600	1,068,800
% Increase	0.7	2.2	2.8	2.8	2.8	2.8
Equip & Machin	107,588	79,400	76,000	82,000	73,000	73,000
Capital Improvements	41,500	67,275	79,625	69,625	84,725	109,625
Sub-total	149,088	146,675	155,625	151,625	157,725	182,625
% Increase	70.0	(1.7)	6.1	4.1	4.0	15.8
Total	1,085,348	1,103,287	1,139,225	1,162,825	1,197,325	1,251,425
% Increase	6.7	2.0	3.2	3.0	3.0	4.5
Rent	200,000	200,000	200,000	210,000	210,000	210,000
Grand Total	1,285,348	1,303,287	1,339,225	1,372,825	1,407,325	1,461,425
% Increase	5.8	1.4	2.4	2.5	2.5	3.8

Note: Operational costs include an annual 2% cost of living increase for salaries and wages; equipment, machinery and capital improvements figures do not include an inflation factor; adding an annual inflation factor of 2% would increase costs as follows: 1994 - \$3,000; 1995 - \$6,000; 1996 - \$9,000; 1997 - \$13,000; 1998 - \$17,000.

## COST OF OPERATIONS

Cost of Operations include the inventory costs for the pro shop (e.g. golf balls, apparel) and the concession/restaurant (e.g. food and beverages). These costs are dependent upon cost of inventory items and the intended volume of business in the pro shop and food service operations.

The 1992 cost of operations (\$189,192) was \$12,000 or 6.8% higher than 1991. The new River Bend Society members have attempted to institute cost saving measures for 1993, such that even with the increased volumes the cost of operations is budgeted to decrease by \$7,000 or 3.6% in 1993. It is anticipated that further cost saving actions can be found to reduce 1994 costs by another \$2,000. Thereafter, (1995-98) cost of operations are predicted to increase by 2% per year. Cost of operations are expected to increase from \$182,280 in 1993 to \$194,800 in 1998.

## OPERATIONS

Operations include: golf course maintenance, park maintenance, food services, caretakers residence, ski trails, pro shop and administration.

In its desire to minimize overall expenditure increases, the Society budgeted for 1993 costs of \$753,980. This is 1.9% above the 1992 costs but only half the 3.8% increase between 1991 and 1992.

Following 1993 it is projected that operation expenses will increase by 3% per year, thus increasing to \$874,000 by 1998.

Appendix 1 provides the 1993 budgeted expenses for 1993 in order to allow insights into the costs of operating the numerous facilities and services at River Bend.

## EQUIPMENT AND MACHINERY

River Bend requires a variety of equipment and machinery to maintain the golf course, ski trails, water park and other facilities at standards expected by the public and necessary to meet industry expectations. Appendix 2 inventories equipment and inventory which River Bend possesses. The purchase value of these is approximately \$700,000.

For its first five years of operation, expenditures to replace equipment and machinery was minimal because none pre-dated 1987. However, a number of replacements are now necessary so 1993 budgetd costs are \$107,588, double that of 1992. A rotating replacement plan is now in place (see Appendix 3) and for 1994 to 1998 averages \$77,900 per year (in 1993 dollars).

## CAPITAL IMPROVEMENTS

As a major recreation area which receives varied and sustained use, it is necessary from time to time, to replace or upgrade integral facilities and features in River Bend. The Society has drafted a Capital Plan to guide expenditures over the next six years to help ensure the continuing quality of recreation experience at River Bend during all seasons of the year.

The Capital Plan forms Appendix 4, and includes equipment and machinery replacement costs. During the six year (1993-1998) period total capital costs average \$158,060 with a low of \$149,088 (1993) and a high of \$182,625 (1998) in 1993 dollars.

Numerous "minor" but important items are included, such as replacement of chairs, tables, driving range mats, sign refurbishing, etc. However, major capital items are also accommodated, including:

- rebuilding 3 greens	70,000
- nursery greens	35,000
- improve 3 tees	14,000
- topdress mounds	20,000
- spike room carpet	20,000
- tournament house	100,000
- cart path paving	24,000
- caretaker residence	10,800

Undoubtedly, such projects will occur only if revenues generate sufficient funds to undertake these improvements, most of which will assist the playability of the golf course or reduce maintenance. The tournament house is seen as a future necessity in order to facilitate an acceptable level of tournament play (and needed revenues). The tournament house with functional designing, could be located at the lake and double as the Lake Pavilion envisioned in the River Bend Master Plan.

## RENT

In operating River Bend on behalf of the City, the Society is required to generate a "surplus" and pay it as a rent to the City. As the following shows, rents grew significantly and were intended to continue based on assumptions of operating surpluses.

<u>YEAR</u>	<u>RENT</u>	<u>% INCREASE</u>
1989	\$ 170,000	
1990	200,000	17.6
1991	210,000	5.0
1992	224,700	7.0
1993	240,500	7.0
1994	257,300	7.0

Therefore, rents were contracted to increase by \$87,300 or 51.4% over six years.

These rents were established as part of two 3-year contracts between the City and the Society. During 1989 and 1990 minor surpluses were achieved, even after the rent was paid to the City. There were indications of another surplus in 1991 when the 1992-1994 contract was signed, thus based on the feeling that the net finances of River Bend still had room to grow. However, such was not the case. During 1991 and 1992 a deficit of \$83,670 accumulated, of which \$80,000 has been covered by the City from the Waskasoo Park Operating Trust Fund.

In January 1993, City Council agreed to reduce the 1993 rent to \$200,000. However, it is important to point out that in operating River Bend, the Society maintains more facilities than the normal golf course. These include Discovery Canyon, trails/picnic areas and formal winter cross-country ski trails. For 1993 the budgeted operating and capital costs for these features is \$58,280 not including a portion of the administrative and food service costs of the budget. In reality therefore, the 1993 payment of River Bend to the City is approximately \$260,000.

Projected rent payments are \$200,000 through 1995 after which the rent would be \$210,000.

### REVENUES

Recent audited and budgeted revenues for River Bend are as follows:

<u>Year</u>	<u>Revenue</u>	<u>% Change</u>
1991	\$1,129,533	
1992	1,214,405	+7.5%
1993	1,286,800	+6.0%

While prominent revenue growth occurred in 1992, the deficit was still \$27,360. The budgeted 6% revenue increase for 1993, coupled with actions to increase cost effectiveness of operations, is intended to yield a small financial surplus for 1993.

Given the five year plan for capital expenditures (equipment, machinery, improvements), the assumed increases in operational costs, and budgeted rents, total expenditures will increase from \$1,285,348 in 1993 to \$1,461,425 in 1998, being 13.7% or 2.75% per year.

Therefore, revenues will have to increase by 2.75% per year to keep pace with costs.

## PART 8

### RISKS AND CONTINGENCIES

#### RISKS

Three key risks are foreseen that could have significant impact on the revenues of River Bend. These are:

- (1) **Weather** - like all outdoor facilities weather plays a major factor in usership; cold and wet weather and shortened playing seasons greatly inhibit River Bend's ability to meet its budget because 75% of golf course revenues is generated from green fees.
- (2) **Other Golf Courses** - in the next two years at least 3 new golf courses will open within a 25 mile radius of River Bend, thus increasing the already competitive golf market in Central Alberta; as well, existing courses continue to upgrade and market to capture play.
- (3) **Economy** - a sluggish economy and the likelihood of higher taxes could result in lower disposable income.

#### CONTINGENCIES

The following are possible contingencies to offset possible financial shortfalls:

- (1) **Reduce Capital Expenditures:** if funds are not available major improvements should not occur unless absolutely necessary; these include rebuilding greens and tees, new green nursery, tournament house, carpets, etc.
- (2) **Reduce Operating Costs:** as River Bend already operates on basic staff levels only, opportunities to reduce personnel costs are minimal without affecting services or quality of facility maintenance. However, winter operations may be reduced. Food services may be reduced as well, but this also impacts revenue. By lowering golf course maintenance standards, personnel costs may be reduced but numerous River Bend golfers would choose to play better maintained courses.
- (3) **Certain Capital Upgrades Financed by City:** upgrades/maintenance of Discovery Canyon and other park features could be paid by the City.
- (4) **Tournament Play:** open River Bend to more tournaments, including at prime times (this would impact local green fee playing time).
- (5) **Rent:** negotiate a new rental agreement with the City such that the base rent is \$170,000 (1989 level) and of any surpluses 50% go to the City and 50% to River Bend, thus benefiting both while ensuring efforts to maximize surpluses.

## APPENDICES

1. 1993 Operating Expense Detail
2. Machinery and Equipment Inventory
3. 1993 - 1997 Machinery and Equipment Budget
4. Capital Plan 1994 - 1998
5. 1993 Capital Budget

RIVERBEND GOLF & RECREATION SOCIETY  
OPERATING EXPENSE DETAIL: 1993

EXPENSE DESCRIPTION	GOLF COURSE MAINTENANCE	PARK MAINTENANCE	FOOD SERVICES	HOUSE COSTS	SKI TRAILS	PRO SHOP	ADMIN	TOTAL
COURIER	1,000					100		1,100
ADVERTISING			2,000				11,000	13,000
ACCOUNTING	1,000		1,500				3,500	6,000
ALBERTA HEALTH CAR	1,720		350				530	2,600
TRAVEL			1,350			500	2,650	4,500
MEETINGS							3,600	3,600
BLUE CROSS	4,570		1,680				2,800	9,050
REPAIRS	6,750		1,000			250	1,500	9,500
BANK CHARGES							3,440	3,440
CONTRACTUAL SERVIC	5,500	4,000	4,000			300	2,200	16,000
D. TOOLS	600							600
R. TOOLS	1,000							1,000
DRIVING RANGE	6,000							6,000
FERTILIZER	27,000							27,000
RENTALS	5,300						3,400	8,700
PARTS	22,000							22,000
HOME INSURANCE				1,200				1,200
GAS & OIL	17,700							17,700
IRRIGATION	8,000	1,500						9,500
INSURANCE							2,200	2,200
JANITORIAL SUPPLIES	1,240		3,760			2,400	600	8,000
LICENCE	120		450				80	650
R.C.G.A. DUES							6,000	6,000
OPERATING SUPPLIES	18,000	2,900	4,500		1,200	3,150	1,200	30,950
POSTAGE							1,800	1,800
R.R.S.P.	4,660		2,340				1,950	8,950
SEMINARS	1,650						350	2,000
SUBSCRIPTIONS	150						150	300
SECURITY			150				450	600
PRINTING			450				5,550	6,000
SAND & GRAVEL	12,500							12,500
TAXES							15,600	15,600
TELEPHONE	400		1,100				6,500	8,000
UTILITIES	8,200	10,000	10,000	1,500			4,000	33,700
SALARIES	75,290		30,000				32,000	137,290
WAGES	125,175	12,000	60,000		8,000	60,125	19,000	284,300
C.P.P./U.I.C.	12,000	1,060	5,000		450	3,365	3,125	25,000
W.C.B.	3,075	180	1,350			890	755	6,250
CLUB STORAGE								0
INTEREST				1,400				1,400
<b>TOTAL</b>	<b>370,600</b>	<b>31,640</b>	<b>130,980</b>	<b>4,100</b>	<b>9,650</b>	<b>71,080</b>	<b>135,930</b>	<b>753,980</b>

APRIL 1, 1993

## RIVER BEND GOLF AND RECREATION SOCIETY

### Listing of Licenced Vehicles (for insurance purposes)

Year	Vehicle Description	Serial Number	Purchase Price	1993 Replacement Cost *
1986	Ford 150 1/2 ton	1FTCF15Y1GKB35874	\$ 9,711	\$ 14,500
1986	Dodge 1 ton 350	1B6MD34W6GS107739	\$ 11,663	\$ 22,000
1986	Roadking Trailer	2A9TY2322GF015304	\$ 3,690	\$ 4,200

### Pumping Systems

Equipment	Location	Serial Number
50 hp Pump & Motor Model 14M12A	Discovery Canyon	87-125
50 hp Irrigation Pump #85-31290	Main Station	9501571-114 R3226163 N.R.R.
50 hp Irrigation Pump #85-3189	Main Station	9503882-211 R3229090 N.R.R.
25 hp Irrigation Pump #85-31291	Main Station	9304845-785 R2113274

# RIVER BEND GOLF AND RECREATION SOCIETY

## Listing of Unlicensed Vehicles (for insurance purposes)

Year	Vehicle Description	Serial Number	Purchase Price	1993 Replacement Cost
1987	Yamaha Powercart	CJ31151758	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31151766	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31151786	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ3115	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31151808	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31151810	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152134	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152136	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152141	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152144	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152145	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152147	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152150	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152151	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152153	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152154	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152156	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152157	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152158	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152169	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31152181	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31161048	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31161070	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31161072	\$ 4,190	\$ 4,250

1987	Yamaha Powercart	CJ31161079	\$ 4,190	\$ 4,250
1987	Yamaha Powercart	CJ31161701	\$ 4,190	\$ 4,250
1992	Club Car Powercart	AG9236300612	\$ 4,290	\$ 4,250
1986	Yamaha Utility Vehicle	CJ38018266	\$ 4,190	\$ 4,250
1986	Club Car Utility Vehicle	AG862499882	\$ 3,250	\$ 4,250
1986	Club Car Utility Vehicle	AG862499876	\$ 3,250	\$ 4,250
1992	Club Car Marshall's Cart	AG9236300616	\$ 4,290	\$ 4,550
1993	Yamaha Cart	JH5-216-807	\$ 4,250	\$ 4,250
1993	Yamaha Cart	JG5-216-728	\$ 4,250	\$ 4,250
1993	Yamaha Cart	JG5-216-671	\$ 4,250	\$ 4,250
1993	Club Car Concession Cart	EG 9338-351133	\$ 7,420	\$ 7,420
1993	GM 3000 TORO Greensmower	20201	\$ 17,920	\$ 17,920
1993	GM 3000 TORO Greensmower	31472	\$ 17,920	\$ 17,920
1993	TORO Fairway Mower	30665	\$ 31,000	\$ 31,000
1993	RM 216D 3-WD TORO Mower	30364	\$ 15,840	\$ 15,840
1993	Lely Fertilizer Spreader	988-0734	\$ 4,312	\$ 4,312
1985	Jacobsen Turf Tractor	9A348908	\$ 14,589	\$ 26,000
1985	Jacobsen Gang Mower	1695	\$ 21,802	\$ 32,000
1985	Jacobsen Gang Mower	1692	\$ 15,976	\$ 24,000
1986	Jacobsen Greens King Mower	622219664	\$ 16,063	\$ 18,000
1985	Jacobsen Lawn Sweeper 154	810523648	\$ 11,545	\$ 12,000

1985	Jacobsen Overseeder 524		\$ 1,900	\$ 7,000
1985	Jacobsen Truckster	1788	\$ 9,278	\$ 17,500
1989	John Deere 72" Mower	MOF935X595410	\$ 15,600	\$ 17,000
1986	John Deere Mower F930 - gas	538024	\$ 13,485	\$ 17,000
1992	John Deere 72" Mower - diesel	MOF935X111081	\$	\$ 17,000
	Ford Tractor & Loader	0660166	\$ 16,850	\$ 47,500
	Ford Flail Mower 88	YJL0701	\$ 3,200	\$ 3,000
	Ford Tractor 230A	C678872	\$ 16,850	\$ 26,600
1986	Dell 5-gang Ballpicker	YC07399	\$ 3,075	\$ 3,000
1986	Cushman Turf Truckster	1CONM2224EL006580	\$ 11,550	\$ 17,500
1986	Cushman 4' Topdresser	A0062741	\$ 3,250	\$ 3,600
1985	Brouwer Greensmower	KX1N22GE	\$ 3,016	\$ 6,000
1986	Brouwer Sodcutter	MK21404	\$ 3,265	\$ 4,200
1986	16' Boom Sprayer		\$ 3,790	\$ 4,200
1986	MMP 8' Sprayer		\$ 1,280	\$ 1,600
	MM&P Sprayer 100G		\$ 3,420	\$ 4,000
	Smitco Weed Sprayer			*
	TPH/150G	P3-545-4	\$ 650	\$ 8,000
	Arctic 7' Snow Plough		\$ 2,275	\$ 4,000
	Gandy Seeder 30H-12	19024	\$ 115	\$ 200
	Gandy Seeder 30H-12	19028	\$ 115	\$ 200

	Gandy Seeder 30H-12	19030	\$ 115	\$ 200
	Fertilizer Hand Spreader (2)			
	Lawnboy Push Mower	1616590	\$ 610	\$ 550
	Lawnboy Push Mower CS19ZPN	J150B0334	\$ 560	\$ 550
	Redmax Trimmer G2KC	911335	\$ 735	\$ 1,000
	Redmax Trimmer G2KC	911398	\$ 725	\$ 1,000
	Shindaiwa Trimmer 35	5021638	\$ 575	\$ 1,000
	Shindaiwa Trimmer 35	7031390	\$ 575	\$ 1,000
1986	Ryan Green Core Aerator	114853	\$ 9,995	\$ 10,200
1986	Ryan Green Core Aerator	114856	\$ 9,995	\$ 10,200
1986	Ryan Power Thatcher	112040	\$ 1,315	\$ 3,500
1986	Lely Fertilizer Spreader	9180887	\$ 2,595	\$ 4,312
1986	Olat Leaf Blower	670-861	\$ 2,450	\$ 4,500
1985	TORO Rake Sandpro	08770-30299	\$ 6,580	\$ 11,500
1986	Aerway Aerator Turf Slicer	82591-3438 AERW	\$ 3,950 \$ 3,300	\$ 8,000
	4 Solo Backpack Sprayers		\$ 1,080	\$ 750
1978	Massey Ferguson Sickle Mower (don't make them any more)	070834	\$ 2,260	\$ 1,000
	TORO Mower 216	85890718202	\$ 15,700	\$ 15,840
	Trailer 4x8 w/150 gal tank		\$ 1,300	\$ 2,000

1986	Royer Gas Power Shredder 112	12-3048	\$ 3,100	\$ 3,500
1986	Royer Power Screen	301-388	\$ 4,800	\$ 8,000
	Rake, Sand, 4x8' Drag Mat		\$ 400	\$ 500
	Surveying Equipment		\$ 2,100	\$ 3,000
	Tank, Air, Portable		\$ 81	\$ 125
	Wheelbarrow, Contractor's		\$ 118	\$ 225
1986	R&B Foley Knife Grinder	349	\$ 3,473	\$ 4,200
	Welder Oxy-Acet c/w Cart		\$ 455	\$ 600
	2 - 500 gal Fuel Tanks - elevated		\$ 2,652	\$ 3,000
1981	Suzuki 4x4 Jeep		\$ 2,000	\$ 12,000
1986	Yamaha ATV	JV459V005GC05263	\$ 3,900	\$ 4,800
	Boat - Mercury Harbour Craft	ZHAA37640182	\$ 1,000	\$ 2,000
	Motor - Evinrude 4 h.p.	4406RC71638	\$ 1,000	\$ 2,000
	Magikist Washer HPY81		\$ 830	\$ 1,500
	12 Sets Golf Club Set/11 pc & Golf Bags		\$ 2,875	\$ 2,550
	12 Sets Golf Club Set/7 pc & Golf Bags		\$ 1,850	\$ 1,650
	46 Golf Pullcarts		\$ 3,450	\$ 4,600
1992	Ball Machine (for Driving Range)	600-0115		
	30 Golf Pullcarts		\$ 3,000	\$ 3,000

**THE CITY OF RED DEER  
1993 - 1997 EQUIPMENT AND MACHINERY BUDGET**

Department: River Bend Golf Course

Program Name & No.: N/A

(In thousands of 1993 dollars)						
ITEM DESCRIPTION	N/R	1993	1994	1995	1996	1997
1 self-propelled fairway mower	R	45,000				
1 Toro greens mower	R	17,440				
1 Toro tee mower	R	17,440				
1 Lily fertilizer spreader	R	4,585				
2 push mowers	R	600				
3 weeders	R	1,950				
30 pull carts	R	4,500				
1 Toro (216 mower) aprons	N	15,952				
3 power carts	N	15,000				
1 roller for greens	N	500				
1 Toro greensmower	R		18,000			
1 Cushman Truckster	R		18,000			
1 John Deere 72" mower (9350)	R		17,000			
7 power carts	R		35,000			
1 roller	N		3,000			
1 sweeper for 72" John Deere	N		3,412			
1 1/2 ton truck	R			17,000		
1 Toro Sand Pro	R			18,000		
1 Toro (216) mower	R			16,000		
1 Cushman Truckster	R			18,000		
3 power carts	N			15,000		
1 ball picker (Dr. Range)	R				3,000	
1 4x4 Jeep	R				7,000	
7 power carts	R				37,000	
4 weeders	R				3,600	
1 chainsaw	R				700	
2 carry all (utility)	N				15,000	
2 power carts	N				11,000	
1 power plant	N				2,500	
1 skidoo	N				10,000	
3 power carts	R					18,000
Auger with bits	R					2,900
30 pull carts	R					5,500
1 utility trailer	R					2,500
1 ball machine (Dr. Range)	R					10,000
1 Bobcat (c/w bucket)	N					25,800
Backhoe	N					10,000
<b>TOTALS</b>		<b>122,967</b>	<b>94,412</b>	<b>84,000</b>	<b>89,800</b>	<b>74,700</b>
Less Resale (est)		15,379	9,000	8,000	7,800	1,700
<b>NET</b>		<b>107,588</b>	<b>85,412</b>	<b>76,000</b>	<b>82,000</b>	<b>73,000</b>

FINAL: 93/01/15

## RIVER BEND GOLF AND RECREATION AREA

FIVE YEAR CAPITAL PLAN*(Calculated in 1993 Dollars)*

Item Description	1994	1995	1996	1997	1998	1999+
------------------	------	------	------	------	------	-------

Item Description	1994	1995	1996	1997	1998	1999+
Discovery Canyon Water Circulating Pump Circulating Pump Motor New Base for Waterslide						1999 Rebuilt 1999 Rebuilt ?? 100,000
Golf Course Waterline w/sprinklers (outside perimeter of driving range along entrance road) Reconstruct 13 Green-partial Reconstruct 14 Green-partial Reconstruct 12 Green-total Topdressing-mounds around greens Plant Trees-50 each yr Build toilets w/water 13 & 14 Paving of Cartpaths Build new #3 Tee Build new #9 Tee Irrigation between Fairways: * 1 to 9 * 10 to 18 Nursery Green	15,000 20,000	10,000 15,000 24,000	35,000 10,000 15,000	12,000 12,000 2,000 35,000		18,000          40,000 40,000
Maintenance Shop Refurbishing (insulate/heat/office) Clothes Dryer (purch 1991) Clothes Washer (purch 1991) Hot Water Tank Fuel Storage (A.G) Reg. gas Fuel Storage (H.G.) Diesel Fuel Storage (V.G.) Reg. gas				15,000		Yr 2001 (500) Yr 2001 (600) Yr 2000 (500) Yr 2002 Yr 2002 Yr 2002
Caretaker Residence Final payment Clothes Dryer (purch 1991) Clothes Washer (purch 1991) Dishwasher (purch 1991)	10,800					Yr 2000 (500) Yr 2000 (600) Yr 1999 (700)

Item Description	1994	1995	1996	1997	1998	1999
<b>Main Building</b> - Restaurant & Pro Shop						
Microwave Oven	400					
Hot Dog Machine			500			
Patio Tables (3 @ \$150)	450	450	450	450	450	
Outside Plastic Chairs (40 @ \$10)		400	400		400	
Good Interior Chairs (5 @ \$75)	375	375	375	375	375	
Table Tops & Frames (4 @ \$75)	300	300	300	300	300	
Rubber Flooring/ProShop, Washrm	500				500	
Spike Room (Brdm carpet)		20,000				
Water Purification System	5,000					
Hot Water Tank (res. to com.)	1,200					
Boiler Re-cir. pumps		500	500	500	500	
Pro Shop wall fixtures	1,500					
<b>Winter Sports</b>						
Repair X-country ski trails	1,000					
Ski-doo shelter	2,000					
<b>DR Range/Mini Links</b>						
DR Range mat (24 @ \$700 ea) (life expect = 4 yrs)		2,100	2,100	2,100	2,100	
Upgrade Mini Links						12,000
<b>Misc Recreation Areas</b>						
Parking Lot Painting	750					
Site Sign Refurbishing		1,500				
Concrete Under Tables (in park & canoe launch areas)	3,000					
<b>Tournament House</b>					100,000	
<b>Yearly Misc. Contingency</b>	5,000	5,000	5,000	5,000	5,000	
<b>SUB TOTAL</b>	67,275	79,625	69,625	84,725	109,625	
<b>Equipment &amp; Machinery Budget</b>	79,400	76,000	82,000	73,000	73,000	
<b>TOTAL</b>	146,675	155,625	151,625	157,725	182,625	

# RIVER BEND GOLF AND RECREATION SOCIETY

## RECAST BUDGET FORECAST

(1993)

### Schedule 4

River Bend Golf Course and Recreation Area  
Other Capital Items

#### **Golf Course**

-Bunkers - 18th Fairway, 8th Green	\$ 8,000
-Tees - 12th (red), 14th and/or 8th	4,000
	\$ 12,000

#### **Park**

-Trans Alta transformer	\$ 12,000
-Benches and Tables	2,000
-Asphalt Waterslide	3,000
	\$ 17,000

#### **Clubhouse and Buildings**

-Exterior carpet, umbrellas	\$ 2,500
	\$ 2,500

#### **Caretaker's Residence**

-One half of remaining \$20,000 mortgage	\$ 10,000
	\$ 10,000

	\$ 41,500
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## MEMORANDUM

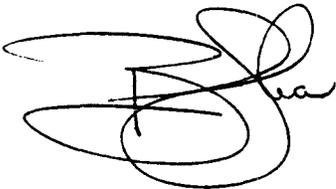
**DATE:** June 10, 1993  
**TO:** Alderman Bill Hull  
**FROM:** Bill Shaw, Chairman  
River Bend Board  
**CC:** Charlie Sevcik  
Craig Curtis  
**SUBJECT:** RIVER BEND BUSINESS PLAN TIME TABLE

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Based upon our last conversation, I understand you indicated to City Council, at its last closed meeting, that a Business Plan likely would be forthcoming to the next Council Meeting.

I regret that, due to the severe financial cuts to the Red Deer Regional Planning Commission, and my responsibilities as Director to investigate and recommend operational responses in relation to these cuts, I have been unable to revise and complete the River Bend Business Plan. Therefore, please be advised that, at the present time, I plan on having the document prepared for presentation to City Council at its first meeting in August.

I apologise for not advising you of this revised time table before you spoke to Council.



- Review our Commitment (During Budget)
- Memo to Council with this report attached.  
Self explanatory to be signed by Ald Hull.
- memo sent to Council June 22

**DATE: NOVEMBER 9, 1993**  
**TO: DIRECTOR OF COMMUNITY SERVICES**  
**FROM: CITY CLERK**  
**RE: RIVER BEND GOLF COURSE AND RECREATION AREA:  
PROPOSED BUSINESS PLAN**

---

Your report dated November 1, 1993 regarding the above matter, including the proposed Business Plan, was presented to Council November 8, 1993.

At the aforesaid meeting, Council passed the following motion in accordance with your recommendation and that of the Commissioners:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Community Services re: River Bend Golf Course and Recreation Area - Proposed Business Plan, hereby agrees as follows:

1. To approve the business plan prepared by the River Bend Golf and Recreation Society in principle, as a framework for operation over the next five years;
2. To approve an amendment to the operating agreement between The City and the Society, dated May 12, 1992, to reduce the 'rent' payment in 1994 from \$257,300.00 to \$200,000.00;
3. That the proposal for the tournament house be brought forward to Council only after the completion of a detailed benefit cost study which clearly documents the estimated payback of the facility,

and as recommended to Council November 8, 1993."

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

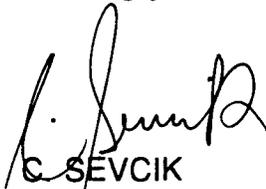
Director of Community Services

Page 2

November 9, 1993

Members of Council expressed appreciation for the effort which went into preparing the proposed Business Plan and we would request that you express Council's appreciation to the Board on their behalf.

Trusting you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/clr

cc: Director of Financial Services  
Parks Manager  
Recreation and Culture Manager  
River Bend Golf and Recreation Society



**RED DEER  
REGIONAL PLANNING COMMISSION**

NO. 2

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

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

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

---

**MEMORANDUM**

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**TO:** City Council

**DATE:** October 20, 1993

**FROM:** Paul Meyette, Principal Planner

**RE:** SEMI-ANNUAL REPORT

---

Please find enclosed a copy of the City Division/Section A Semi-Annual Report. This report will give Council an overview of the nature and status of the planning work being undertaken for the City of Red Deer.

Paul Meyette, ACP, MCIP  
PRINCIPAL PLANNER, CITY SECTION

PM/eam

cc. H.M.C. Day

Commissioners' Comments

Submitted for Council's information only.

"G. SURKAN", Mayor

"M.C. DAY", City Commissioner

---

MUNICIPALITIES WITHIN COMMISSION AREA

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

**RED DEER REGIONAL PLANNING COMMISSION**

**CITY DIVISION/SECTION A**

**SEMI-ANNUAL REPORT**

**APRIL 1 - SEPTEMBER 30, 1993**

## INTRODUCTION

---

This semi annual report provides an overview of the activities of the City Division of the Red Deer Regional Planning Commission. The first six months of this year have seen a significant change in the nature of the planning service to be provided to the City.

Shortly after our fiscal year began in April, there were announcements made by the Province that Planning Commission's budget would be cut back by 22%. The details of the cutbacks were slow to evolve however by the end of May wage rollbacks of approximately 6% were put into effect at the Planning Commission and four senior staff left the employ of the Commission. One of the departures directly affected the City Division; Djamshid Rouhi retired after 25 years with the City Planning Division. A further staff departure occurred in August. Dennis Shewfelt, who was working on the City's Downtown Plan voluntarily left the Commission for a position in Whitehorse.

On September 7, 1993 the Commission reorganized the remaining 17 staff into new service divisions. The City Planning Division was replaced by a new Section which provides planning services to 13 municipalities including Innisfail, Sylvan Lake, the County of Red Deer and the City of Red Deer. This new planning division "Section A" is expected to be fully operational in October.

The City's work program has suffered significant setback during the period of employment uncertainty. The recent announcement of further budget cutbacks may affect our ability to complete the City's work program by March 31, 1994.

## STAFF RESOURCES

<b>CITY DIVISION</b>		
<b>Personnel</b>	<b>Position</b>	<b>Responsibilities</b>
Paul Meyette	Principal Planner	City of Red Deer
Djamshid Rouhi	Senior Planner (to June 30)	City of Red Deer
Frank Wong	Planning Assistant	City of Red Deer
Dennis Shewfelt	Associate Planner	Regional 80% Municipal 10% City 10%
<b>SECTION A</b> <b>September 7-30</b> <b>(replacing City Division, serving 13 municipalities)</b>		
<b>Personnel</b>	<b>Position</b>	<b>Responsibilities</b>
Paul Meyette	Principal Planner	City of Red Deer County of Red Deer
Frank Wong	Planning Assistant	City of Red Deer
Phil Newman	Associate Planner	City of Red Deer Town of Sylvan Lake Summer Village of Norglenwold Summer Village of Birchcliff Summer Village of Half Moon Bay Summer Village of Jarvis Bay Summer Village of Sunbreaker Cove
Orlando Toews	Planner	Town of Bowden Town of Innisfail Town of Penhold Village of Delburne Village of Elnora
Doug Free	Technician	Mapping for all municipalities Drafting for all municipalities

## PROJECTS

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April 1 - September 30, 1993

### **1. COMMERCIAL LAND USE DISTRICT REVIEW**

This project involved a complete review of the City's land use districts; a committee of over 30 comprised of Alderman Bob Schnell, businessmen, realtors, Towne Centre Association representatives, Chamber of Commerce representatives and City staff oversaw the process. The new land use districts provide a more flexible and clearer approach to development. Council accepted the Land Use District Review Report on March 29, 1993 and adopted the Land Use By-law changes on April 19, 1993.

### **2. C2-C4 CONVERSION POLICY**

As a result of recommendations in the Commercial District Review, Planning Staff developed a criteria for Council to use to assess the merits of any proposal to convert C4 (Arterial) property to the C2 (Shopping Centre) District. This policy was adopted by City Council on June 21, 1993 (Council Policy #826)

### **3. DOWNTOWN WEST AREA REDEVELOPMENT PLAN**

The Downtown West Area Redevelopment Plan examined land uses in the area between the river and the existing downtown. The review of land uses was completed in conjunction with a committee comprised of Alderman Bill Statnyk, landowners, realtors, the Towne Centre Association and City Staff. This Area Redevelopment Plan was adopted by Council on April 19, 1993 (Bylaw 3087/93).

### **4. C1A DISTRICT**

A new land use district was required to accommodate the land uses proposed in the Downtown West Area Redevelopment Plan. This new C1A District provides for a new set of land uses and development standards. The new district was adopted by Council on April 19, 1993.

### **5. DOWNTOWN CONCEPT PLAN**

The Downtown Concept Plan is being updated to provide renewed direction for the downtown. The Downtown Planning Committee chaired by Alderman Bob Schnell authorized a questionnaire which has been circulated in the City utility bills. The analysis of that questionnaire as well as input from the committee will form the basis of a draft plan which will be ready in December.

## **6. MASKEPETOON LAND EXCHANGE**

The Planning Commission proposed a land exchange involving the Edgar Industrial Lands and the Maskepetoon Athletic Park. In co-operation with the Engineering Department and Community Services, this concept was forwarded to the relevant City Boards and to the public for review. The concept was endorsed by Council on August 30; the statutory plan amendments were adopted by Council on September 27. An outline plan is currently being prepared by the Planning Commission.

## **7. ROSEDALE MEADOWS OUTLINE PLAN**

The Rosedale Outline Plan was updated in April to meet the City's new Outline Plan Standards. The plan had a final revision on April 26 when a new commercial site was added.

## **8. KENTWOOD EAST OUTLINE PLAN**

This plan, when originally proposed by a private developer, sparked widespread neighbourhood concern and a petition to Council. Following two public meetings, a neighbourhood committee meeting and negotiations with Planning Staff, the plan was recommended to and approved by Council on August 16, 1993. Planning Staff have been working with Tom Chapman's office to prepare an agreement related to reserve dedication on this site.

## **9. INNOVATIVE HOUSING DEVELOPMENT (KENTWOOD)**

Planning Staff have worked with Laebon Homes to develop an innovative set of development controls to govern this narrow lot housing development in Kentwood. The development controls are registered by caveat on the land title; registration of the subdivision and caveat occurred in mid September.

## **10. LANCASTER MEADOWS OUTLINE PLAN**

The Lancaster Meadows Outline Plan will govern development on City owned land around the new high school. Following extensive consultation with City Departments and a public meeting, Planning Staff presented the plan to Council for approval on August 3, 1993.

## **11. JOINT GENERAL MUNICIPAL PLAN - CITY/COUNTY**

The draft Joint General Municipal Plan between the City and the County was endorsed by the Planning Committee on May 11, 1993. Following the production of a revised draft, the plan was forwarded to both Councils in June. On August 30, City Council endorsed the plan with one amendment. In early September the County reviewed the plan. Red Deer Regional Planning Commission is waiting for a copy of their comments. A further committee meeting will be required to finalize the plan.

## **12. LANDFILL AREA REDEVELOPMENT PLAN**

The Landfill Area Redevelopment Plan looks at the long term use for the existing landfill. A draft plan was prepared in June. The plan will be presented to the Westerner following the receipt of all City Department comments.

## **13. WEST PARK EXTENSION AREA STRUCTURE PLAN**

This area structure plan provides a guideline for development on the Cronquist lands located between Highway #2 and West Park. The Area Structure Plan will also finalize the road access to the Sports Hall of Fame site. This Area Structure Plan is in the preliminary stages. A draft plan is expected late this year. This Area Structure Plan has replaced the Highland Green Outline Plan in the 1993/94 planning work program.

## **14. RATZKE OUTLINE PLAN**

The proposed outline plan for the Ratzke quarter section was reviewed by planning staff. The plan includes a seniors development with features which would be unique to Red Deer. The Outline Plan has been delayed because of a reluctance by the developer to accept a junior high school site within the quarter section. No further action is expected on this outline plan.

## **15. CLEARVIEW OUTLINE PLAN**

The remaining vacant land on the east side of the Clearview subdivision has been the subject of numerous proposals and neighbourhood petitions over the past five years. One of the major impediments has been the multiple land ownership in this area. Planning staff are currently in discussions with a new developer; a proposed outline plan has been requested from the developer.

## **16. EASTVIEW ESTATES OUTLINE PLAN**

A new outline plan which will meet the revised City Outline Plan standards has been submitted by the developer. This plan has been reviewed on a preliminary basis by Planning staff and the Eastview Estates Community Association. A finalized outline plan should be available for public review in November.

## **17. BOWER/COLLEGE OUTLINE PLAN**

The Bower/College Outline Plan is a document which will examine ways to preserve the natural areas south of the College while at the same time providing guidance on land use. Preliminary discussions have taken place with the affected landowners.

## **18. OTHER OUTLINE PLANS**

- Anders South - Planning staff have reviewed an amendment which would add a church site.
- Oslund (south of Hwy 11A) - Planning staff have reviewed a draft outline plan for large lot development. The developer has declined to proceed.

## **19. LAND USE BYLAW AMENDMENTS**

In addition to numerous small amendments to the land use bylaw and the two major amendments mentioned earlier, Planning staff have undertaken a review of the exceptions within the Land Use Bylaw. A report is being forwarded to Council. Planning staff also prepared a bylaw to redesignate all of the land annexed in the City's recent annexation.

## **20. PARKING STANDARDS**

At the request of the Parking Commission and following discussions with the Downtown Planning Advisory Committee, planning staff prepared a draft bylaw which would implement parking standards in the downtown. Planning staff have recommended an extensive public consultation process to be carried out by the Parking Commission.

## **21. DANGEROUS GOODS - PROTECTION OF RESIDENTIAL AREAS**

Following a review by Planning Staff, it has been noted that several planned industrial and residential areas do not have a 150 metre separation distance as required in the Dangerous Goods Bylaw. Planning staff are in the initial stages of preparing a land use bylaw amendment which would ensure that a 150 metre separation distance between residential development and dangerous goods locations are maintained.

## **22. AIR PHOTOGRAPHY**

Planning staff co-ordinated the update of the City's air photography. Air photography is updated every two-three years and is invaluable in terms of planning and engineering work.

## **23. SUSTAINABLE DEVELOPMENT VIDEO**

In conjunction with Joseph Welsh Elementary School, planning staff have created a sustainable development presentation focused on City growth. This presentation was video taped in June for use by other schools. Planning staff attended approximately twenty school classes in the past year to discuss and explain City planning.

## **24. FLOODPLAIN/FLOODWAY REVIEW**

On September 13, 1993 Council requested that Planning staff prepare new floodplain zoning for the City with an extensive public participation program. This project will be commenced later this year.

## **25. RESIDENTIAL STANDARDS**

City Planning staff have prepared two documents proposing changes to the residential standards in the City. Neither draft has met with strong support. A final draft will be prepared after further discussions with the engineering department. This final draft will include a review of height restrictions and building grade. It is our intent to review the final draft with the Red Deer Home Builders Association and to provide the public with an opportunity to review the draft.

## **26. HIGHLAND GREEN OUTLINE PLAN**

This plan was requested by Council in 1992. Planning staff are working with the engineering department in reviewing vacant developable sites in Highland Green. Planning staff do not anticipate completing an outline plan this year.

# **COMMITTEES**

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Planning staff are assigned to the following City committees:

Environmental Advisory Board  
 City/County Joint General Municipal Planning Committee  
 Municipal Planning Commission  
 Development Appeal Board  
 Downtown Planning Advisory Committee  
 Gaetz Lakes Sanctuary Committee  
 Vision 2020  
 Land Bank Strategy Committee  
 Subdivision Committee  
 Joint/City School Liaison

## PLANNING ADVICE

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In addition to the foregoing City planning staff receive the following

- approximately 300 telephone calls per month
- approximately 30 public enquiries at the counter per month

## SUBDIVISION

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Over the past six months 19 City subdivisions were received, proposing to create 256 parcels. Planning staff provided subdivision reports on 16 County subdivisions, for review by the City's Municipal Planning Commission.

## PUBLIC MEETINGS

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Over the past six months, only 5 public meetings were held. This number is expected to increase substantially in the final six months. Planning staff are increasingly involved in mediation in an attempt to resolve concerns between neighbourhoods and developers.

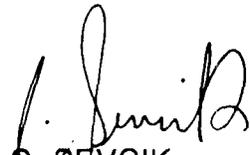
**DATE: NOVEMBER 9, 1993**  
**TO: RED DEER REGIONAL PLANNING COMMISSION**  
**FROM: CITY CLERK**  
**RE: SEMI-ANNUAL REPORT**

---

I would advise that the Planning Commission's Semi-Annual Report April 1 - September 30, 1993, was presented on the Council Agenda of November 8, 1993.

The report aforementioned was accepted by Council and it was agreed that same be filed.

We thank you for your interesting report in this instance.



C. SEVCIK  
City Clerk

CS/clr

NO. 3

DATE: November 1, 1993

TO: C. Sevcik, City Clerk

FROM: A. Scott, Land and Economic Development Manager

RE: **RED DEER TWILIGHT HOMES FOUNDATION  
REQUEST TO EXPAND PARKING  
CITY OWNED LOT 6, BLOCK 8, PLAN 1621 NY  
S.W. CORNER 34 STREET AND 47 AVENUE (see attached map)**

---

The October 15, 1991 meeting of City Council passed a resolution granting the Red Deer Twilight Homes Foundation a right of first refusal to acquire City owned Lot 6, Block 8, Plan 1621 NY for future development of a self contained apartment building for senior citizens. The City owned Lot 6 is adjacent to the existing self contained apartment for senior citizens, administered by Red Deer Twilight Homes Foundations.

We submit for City Council's consideration the attached request from the Red Deer Twilight Homes Foundation to lease a 85' x 50' portion of Lot 6 for expanded parking for the tenants of the Twilight Homes existing apartments.

This request has been reviewed by the administration, with no objections being received. Copies of the administration's comments are attached.

### **Recommendation**

We recommend the lease be granted subject to the following conditions:

1. City Council's approval;
2. 90 day cancellation clause;
3. One (\$1.00) Dollar annual fee (no rental fee is charged to tenants for parking);
4. Liability insurance in the amount of \$1 Million to be provided by the lessee;
5. The area 85' x 50' to be contained within a post and cable fence, or an acceptable alternate curbing device, at a cost to the lessee ;
6. All material from the excavating of the proposed lease for preparation of a gravel parking surface to be removed by the lessee from Lot 6, with no disturbance to the adjoining treed area of Lot 6;

City Clerk  
Page 2  
November 1, 1993

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7. Cost of installing power and maintaining the lot is the responsibility of the lessee;
8. Upon cancellation of the lease, all improvements to be removed by the lessee. Cost of removing improvements and restoration of site to be the responsibility of the lessee;
9. Lease agreement satisfactory to the City Solicitor.



Alan V. Scott

WFL/mm

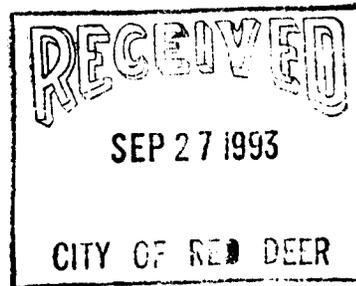
Att.

**RED DEER TWILIGHT HOMES FOUNDATION**

4809 - 34 STREET, RED DEER, ALBERTA T4N 0P2 Phone (403) 343-0680

September 24, 1993

Mr. Peter Robinson  
Land & Economic Development  
City of Red Deer  
P. O. Box 5008  
Red Deer, Alberta  
T4N 3T4



Dear Mr. Robinson:

Re: City of Red Deer Owned Lot 6, Block 8, Plan 1621 N.Y.

As you may be aware, the Twilight Homes Foundation acts as a management agency for Alberta Municipal Affairs in administering several senior citizens' subsidized apartment buildings in the City of Red Deer.

A right of first refusal was granted by the City of Red Deer in October, 1991 to the Twilight Homes Foundation on the above mentioned property for the purpose of providing residential senior's housing. Located directly South, on Lot 5, is a 60 unit senior citizens apartment building.

Due to more and more tenants having automobiles the Foundation has no available parking stalls to assign to new tenants. Some tenants have been waiting four years for a parking stall. Consequently, the tenants have to park on the street in the summer and winter with no plug-ins. There are currently seven (7) energized parking stalls to service the whole apartment. Presently, some vehicles have been using a portion of the land on Lot 6 for parking.

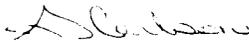
The Twilight Homes Foundation is hereby requesting the City of Red Deer to consider leasing a portion of the property owned by the City of Red Deer to the Twilight Homes Foundation. The lease would be for the South West corner of Lot 6, dimension of 85' x 50', for the purpose of providing fourteen (14) energized parking stalls.

The City of Red Deer  
Page 2  
September 24, 1993

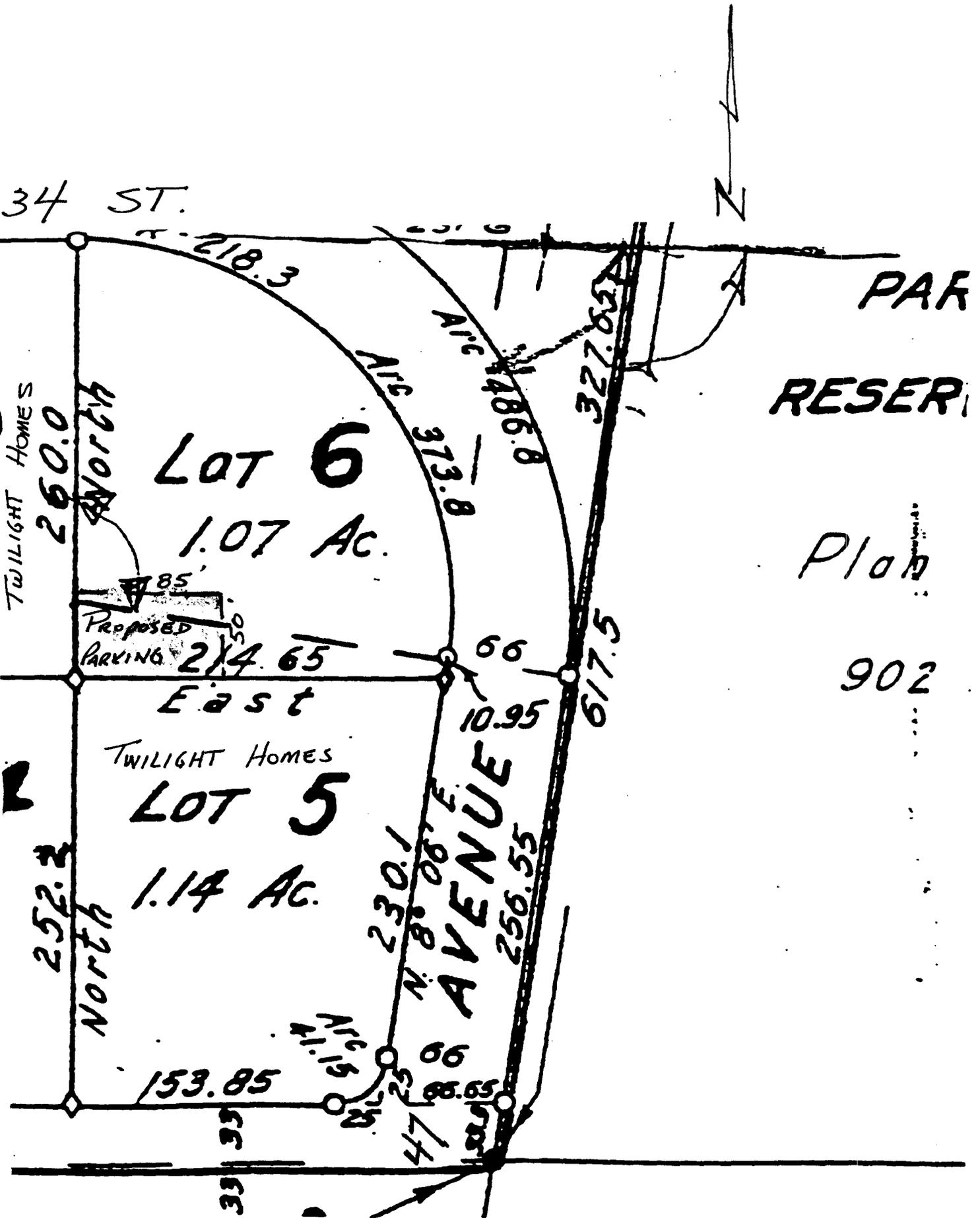
The electricity would be provided through an overhead power line attached to a power pole. Seven car plug wood treated 4 x 4 posts would be installed. The ground would be leveled and graveled. See attached sketch. If for some reason the lease were to be cancelled the power lines and posts could easily be removed.

Your favourable consideration in the matter would be greatly appreciated. Due to the time of year, we hope to receive your decision at your earliest convenience. If you should have any questions or concerns, please contact the Twilight Homes Foundation office at 343-0680.

Yours very truly,



Sherril Carlson  
Administrator



Plan

902

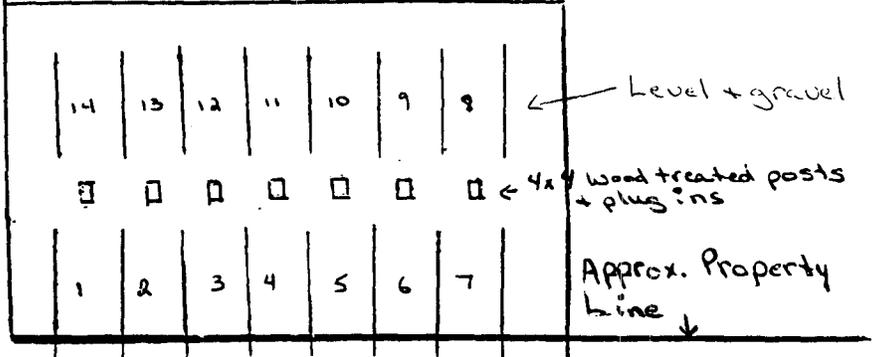
lot 6

City Lot  
1.07 Ac



85'

50'



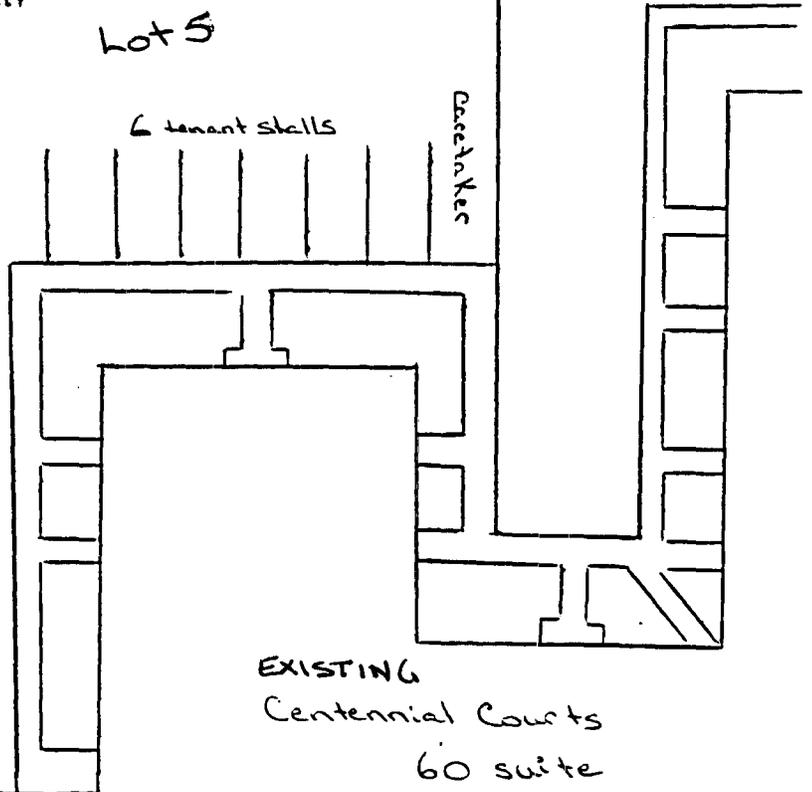
\* Please note, drawings  
by an unprofessional.

Gravel?

lot 5

6 tenant stalls

Case/Kec



EXISTING  
Centennial Courts  
60 suite  
apartment

Commissioners' Comments

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

"G. SURKAN", Mayor

"M.C. DAY", City Commissioner

DATE: October 5, 1993

FILE NO. 93-1610

TO: Land Supervisor

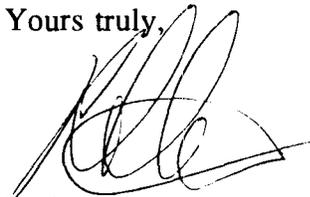
FROM: Bylaws & Inspections Manager

RE: **LOT 5, BLOCK 8, PLAN 1621 N.Y.**

---

We have no objection to the proposed lease; however, we would recommend several conditions. It is assumed that the area will be used for parking sometime; therefore, the lot should be paved, curb stops installed, and minimal landscaping installed.

Yours truly,

A handwritten signature in black ink, appearing to be 'R. Strader', written over a horizontal line.

R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

TO BYLAWS AND DEVELOPMENT MANAGER  
R. STRADER

FROM W. LEES

DEPT. Land & Economic Dev.

DATE OCT 20/93

RE City of Red Deer owned LOT 6, BLOCK 8 Plan 1621 N.Y.

MESSAGE RED DEER TWILIGHT HOMES FOUNDATION REQUEST TO LEASE A PORTION OF LOT 6 FOR ADDITIONAL PARKING.

FOLD

WITH REFERENCE TO your previous comments (copy attached) we would appreciate if you would comment on the attached reply from Red Deer Twilight Homes, as to the paving requirement condition of lease.

REPLY

Thank You.  
W.L.

DATE \_\_\_\_\_ 19\_\_

FOLD

DATE: 22 October 1993

FILE NO. 91-1727

TO: Land Supervisor

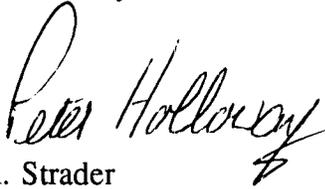
FROM: Bylaws and Inspections Manager

RE: **LOT 6, BLOCK 8, PLAN 1621 N.Y.**

---

In response to your memo regarding the above, we are willing to waive the paving of the site.

Yours truly,



R. Strader

Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

**DATE:** October 4, 1993

**TO:** PETER ROBINSON  
Land Appraiser

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

**RE:** CITY OF RED DEER  
LOT 5, BLOCK 8, PLAN 1621 NY  
RED DEER TWILIGHT HOMES FOUNDATION  
Your memo of September 28, 1993 refers.

---

I have reviewed the proposal of the Twilight Homes Foundation with the Parks and Recreation & Culture Managers, and have no objection to the proposed lease subject to the following conditions:

- The area 85' x 50', as indicated on the attached plan, would be contained within a post and cable fence, or an acceptable alternate curbing device at cost to the applicant.
- That the lease be subject to cancellation on 90-days notice.
- All material from the excavation of the proposed lease area be removed off site, and that no disturbance to adjoining lands occur.

  
CRAIG CURTIS

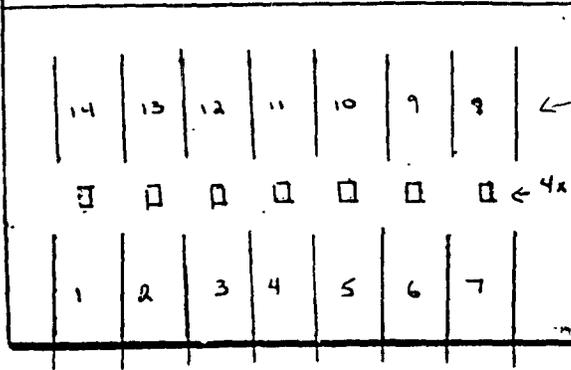
DB/AD  
Att.

lot 4

City Lot  
1.07 Ac

85'

50'



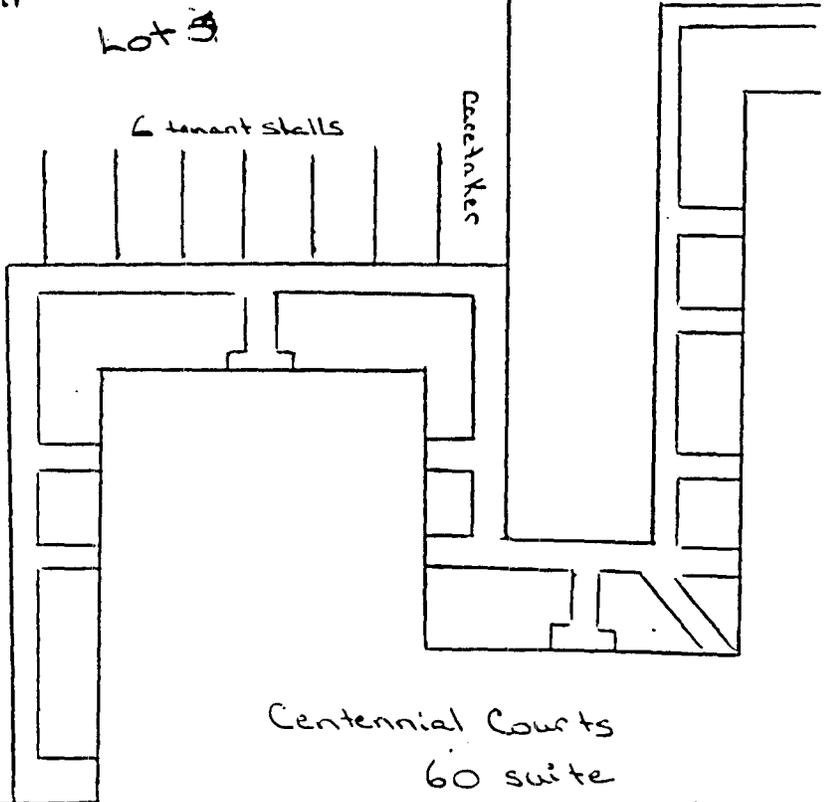
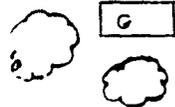
\* Please note, drawing  
by an unprofessional.

Gravel

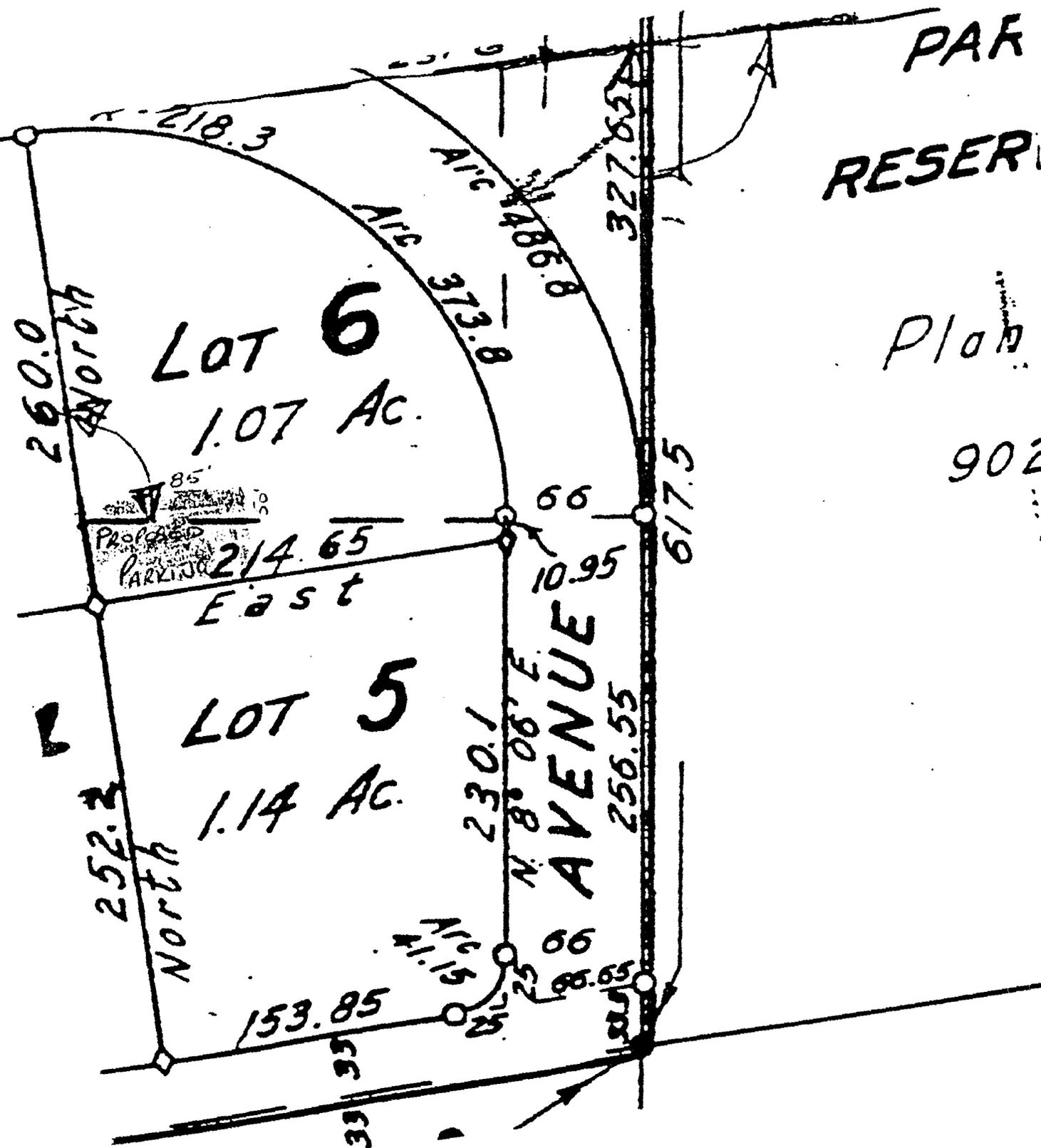
lot 3

6 tenant stalls

Garages



Centennial Courts  
60 suite  
apartment



DATE: September 29, 1993

TO: Bill Lees  
Land Dept.

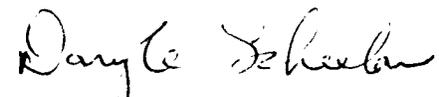
FROM: Daryle Scheelar  
E. L. & P. Dept.

RE: City of Red Deer  
Lot 5, Block 8, Plan 1621 NY  
Red Deer Twilight Homes Foundation

---

E. L. & P. have no objection to the proposed lease and parking lot construction within this lot.

If you have any questions, please advise.

  
Daryle Scheelar,  
Distribution Engineer

GF/jjd

**DATE:** October 6, 1993  
**TO:** Land Supervisor  
**FROM:** Engineering Department Manager  
**RE:** **CITY OF RED DEER**  
**LOT 5, BLOCK 8, PLAN 1621 N.Y.**  
**RED DEER TWILIGHT HOMES FOUNDATION**

---

The Engineering Department has no objection to the proposed lease subject to the standard conditions regarding market value, termination of lease, restoration of site, and adequate insurance.

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

SS/sab

October 18, 1993

*via fax*

TO: Sherril Carlson, Administrator  
Red Deer Twilight Homes Foundation

FROM: W. Lees,  
Land Supervisor  
City of Red Deer Land & Economic Development Department

**RE: CITY OF RED DEER OWNED LOT 6, BLOCK 8, PLAN 1621 N.Y.**

Further to your letter of September 24, 1993 and our phone conversation of October 18, 1993, we wish to advise that your request has been reviewed by the City administration, and it is their recommendation that the lease be granted, subject to the conditions as outlined:

1. City Council approval;
2. The area 85' x 50' to be contained within a post and cable fence, or an acceptable alternate curbing device at a cost to the applicant;
3. The lease be subject to cancellation on nine (90) days' notice;
4. All material from the excavation of the proposed lease area be removed off the site, and that no disturbance to adjoining lands occur (i.e. wood are on Lot 6);
5. Parking lot area to be paved at the lessee's expense;
6. Cost of installing power and maintaining lot is the responsibility of the lessee;
7. Lessee to provide liability insurance in the sum of \$1,000,000.00;

.../2

COPY

Sherrill Carlson  
October 18, 1993  
Page 2

8. Upon cancellation of the lease, all improvements to be removed by the lessee. Cost of removing improvements and restoration of site to be the responsibility of the lessee;
9. Lease rent to be \$100.00/month.
10. Lease agreement satisfactory to the City Solicitor.

If the above condition meet your approval, please acknowledge and we will proceed to obtain Council's approval.

Sincerely,

William F. Lees  
Land Supervisor  
WFL/pr

# RED DEER TWILIGHT HOMES FOUNDATION

4809 - 34 STREET, RED DEER, ALBERTA T4N 0P2 Phone (403) 343-0680

DATE: October 20, 1993

TO: FAX: 346-6195

TO: Mr. W. Lees - Land Supervisor

ATTENTION: Mr. W. Lees

FROM: Sherril Carlson - Red Deer Twilight Homes Foundation

NUMBER OF PAGES 3 (including this cover page)

If you do not receive all pages, please phone Gloria Kanten

at (403) 343-0680

---

COMMENTS:

**RED DEER TWILIGHT HOMES FOUNDATION**

4809 · 34 STREET, RED DEER, ALBERTA T4N 0P2 Phone (403) 343-0680

October 19, 1993

*via fax*

To: W. Lees  
Land Supervisor  
City of Red Deer Land & Economic Development Department

From: Sherril Carlson  
Administrator  
Red Deer Twilight Homes Foundation

Re: City of Red Deer Owned Lot 6, Block 8, Plan 1621 N.Y.

Your letter of October 18, 1993, was discussed at a recent Board of Director's meeting. The conditions outlined are satisfactory with the exception of number five (5) and nine (9).

The Board of Directors do not feel the cost is warranted to pave the 85' x 50' area as the lease is temporary and could be cancelled with 90 days notice. The parking lot is more or less enclosed behind the apartment building and is not widely visible to the street. There are no privately owned residential or commercial buildings in the near vicinity. Also, the existing parking lot which would be adjacent to the proposed parking area is finished with gravel only. We also have another parking lot on Lot 3 of the same block which is also finished with gravel.

The funding for the senior citizen apartment buildings managed by the Red Deer Twilight Homes Foundation is provided by the Alberta Government. The current operating budget does not include any funds for paving of parking lots. I'm sure you are aware that with the government reduction plan, there are no extra funds which can be accessed for such an expense as this.

The Board of Directors wish to advise that the proposed lease area be graveled versus paving. If the City of Red Deer insists on the area being paved, our request will have to be withdrawn.

The City Of Red Deer	
Date:	<i>Oct 20/93</i>
Time:	<i>10:30 A.M.</i>
Rec'd By:	<i>Sherril</i>

W. Lees  
October 19, 1993  
Page 2

The only intent the Red Deer Twilight Homes Foundation had was to provide an economical solution to the existing concern of insufficient electrical parking stalls for the senior citizens of our community. The tenants housed in these apartment buildings are low income and therefore the majority tend to own older cars which are not operable in the winter time unless they have access to electricity.

There is no rental fee charged to the tenants for the use of the parking lots. In fact, the cost for the use of the electricity is subsidized for the tenants. The Board of Directors would like to propose the lease rent to be a \$1.00 annual fee.

Thank you for your consideration and we await your response to this request. We do ask however that a decision be made as soon as possible as we would like to have the parking area ready for this coming winter.

Sincerely yours,



Sherril Carlson  
Administrator

**DATE: NOVEMBER 9, 1993**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: RED DEER TWILIGHT HOMES FOUNDATION  
- REQUEST TO EXPAND PARKING  
CITY OWNED LOT 6, BLOCK 8, PLAN 1621 NY  
(SW CORNER OF 34 STREET AND 47 AVENUE)**

---

Your report regarding the above topic was presented on the Council Agenda of November 8, 1993 and at which meeting Council passed the following motion in accordance with your recommendations:

"RESOLVED that Council of The City of Red Deer hereby approves the request from the Red Deer Twilight Homes Foundation to lease an 85' x 50' portion of Lot 6, Block 8, Plan 1621 NY (S.W. corner of 34th Street and 47th Avenue), for expanded parking for the tenants of the Twilight Homes existing apartments subject to the following condition:

1. 90 day cancellation clause;
2. One (\$1.00) dollar annual fee (no rental fee is charged to tenants for parking);
3. Liability insurance in the amount of \$1 million to be provided by the lessee;
4. The area 85' x 50' to be contained within a post and cable fence, or an acceptable alternate curbing device, at a cost to the lessee;
5. All material from the excavating of the proposed lease for preparation of a gravel parking surface to be removed by the lessee from Lot 6, with no disturbance to the adjoining treed area of Lot 6;
6. Cost of installing power and maintaining the lot is the responsibility of the lessee;

Land and Economic Development Manager

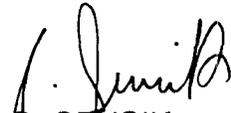
Page 2

November 9, 1993

7. Upon cancellation of the lease, all improvements to be removed by the lessee. Cost of removing improvements and restoration of site to be the responsibility of the lessee;
8. Lease agreement satisfactory to the City Solicitor,  
and as recommended to Council November 8, 1993."

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

Trusting you will ensure appropriate legal documentation is prepared and executed by both parties.



G. SEVCIK  
City Clerk

CS/clr

cc: Director of Community Services  
Director of Engineering Services  
Director of Financial Services  
Bylaws and Inspections Manager  
City Assessor  
E. L. & P. Manager  
Fire Chief  
Parks Manager  
Land Supervisor

NO. 4

DATE: November 1, 1993

TO: C. Sevcik, City Clerk

FROM: A. Scott, Land and Economic Development Manager

RE: **SCOUTS CANADA, RED DEER DISTRICT  
LEASE OF CITY OWNED LOTS 2 AND 3, BLOCK 48, PLAN 6990 ET  
5321 - 47 AVENUE**

---

We submit for City Council's review and approval the attached request from Scouts Canada, to renew the lease of City owned Lots 2 and 3 for an additional five years. The present lease expires February 28, 1994.

The November 14, 1988 meeting of City Council approved the following resolution granting a five year lease of Lots 2 and 3:

"RESOLVED that Council of The City of Red Deer having considered report from the City Assessor dated November 7, 1988, re: Lots 2 and 3, Block 48, Plan 6990 ET, 5321 - 47 Avenue/lease to Boy Scouts of Canada hereby approve a new lease to the Boy Scouts of Canada for the above noted lands subject to the following conditions:

1. Five year term at Five (\$5.00) Dollars per year, option to renew;
2. 30 day cancellation clause;
3. Site to be properly maintained and kept free of garbage, to the satisfaction of the Parks Manager (present condition is unsatisfactory);
4. The lease area to be fenced with a 1.8 m chain link fence, as indicated on the attached sketch;
5. Standard lease agreement to be entered into satisfactory to the City Solicitor.

and as recommended to Council November 14, 1988"

In reference to the above, the site has been maintained and free of garbage, satisfactory to the Parks. manager, and the chain link fence was constructed shortly after the November, 1988 approval of a five year lease.

2/...

City Clerk  
Page 2  
November 1, 1993

---

The recent request for a further five year lease has been circulated to the administration, with no objects being received. Comments of the administration are attached.

We recommend that a further five year lease be granted, subject to the following conditions:

1. Five year term at One (\$1.00) dollar per year, option to renew;
2. 30 day cancellation clause;
3. Site to be properly maintained and kept free of garbage, to the satisfaction of the Parks Manager;
4. Liability insurance in the sum of \$1 Million to be provided by the lessee;
5. Standard lease agreement to be entered into satisfactory to the City Solicitor.



Alan V. Scott

WFL/mm

Att.

SCOUTS CANADA  
 RED DEER DISTRICT  
 6337 HEWSON AVENUE  
 RED DEER, AB.  
 T4N-5M7

(403)341-3331

SEPTEMBER 11, 1993

CITY OF RED DEER  
~~LAND TAX AND ASSESSMENT~~ DEPARTMENT

Dear Sir:

On behalf of Scouts Canada, Red Deer District, I would ask that this letter serve as our request that our lease of city owned land lot 2 & 3 Block 48 Plan 6990 ET, due to expire in 1994, be renewed for an additional 5 years, under the same terms and conditions which currently apply.

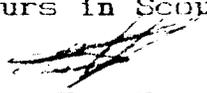
Should you determine the current lease is unacceptable for renewal, I would appreciate which terms you would require be changed to renew this lease.

We currently hold an insurance policy through Wawanesa insurance, and it is our intent to continue this policy.

Should you require any further information, please contact the writer at 341-3331.

I await your favourable response.

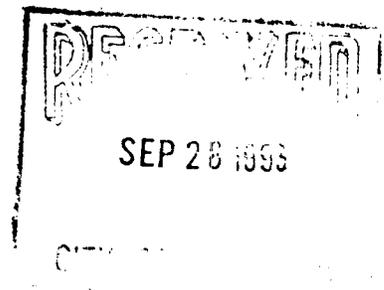
yours in Scouting,

  
 Ken Van Someren  
 District President

Commissioners' Comments

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

"G. SURKAN"  
 Mayor  
 "M.C. DAY"  
 City Commissioner





DATE: October 1, 1993

TO: Bill Lees  
Land Dept.

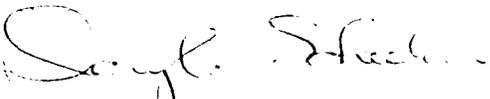
FROM: Daryle Scheelar  
E. L. & P. Dept.

RE: The Boy Scouts Association  
Lot 2 & 3, Block 48, Plan 6990 ET  
5321 - 47 Avenue

---

E. L. & P. have no objection to the renewal of the lease agreement by the Boy Scouts for the above noted property.

If you have any questions, please advise.

  
Daryle Scheelar,  
Distribution Engineer

GF/jjd

**DATE: October 4, 1993**

**TO: PETER ROBINSON**  
**Land Appraiser**

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

**RE: BOY SCOUTS ASSOCIATION**  
**LOT 2 & 3, BLOCK 48, PLAN 6990 ET - 5321 - 47 AVENUE**  
**Your memo of September 29, 1993 refers.**

---

I have reviewed the proposal of the Boy Scouts Association with the Parks and Recreation & Culture Department Managers. We have no objections to extending this lease for a further 5-year term, subject to the lease area being confined to the existing fenced area.

The area in red on the attached plan is the correct lease area. Please note that the notation "Lands to be Leased" is incorrect, as it points to the top of the escarpment and I wish to be clear that the east limit of the lease area is the fenceline which is set back from top of bank.



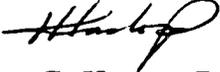
CRAIG CURTIS

DB/ad  
Att.

**DATE:** October 6, 1993  
**TO:** Land Supervisor  
**FROM:** Engineering Department Manager  
**RE:** **THE BOY SCOUTS ASSOCIATION**  
**LOTS 2 AND 3, BLOCK 48, PLAN 6990 E.T.**  
**5321 - 47 AVENUE, RED DEER**

---

The Engineering Department has no objection to the extension of the above lease for a further five-year term.

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

SS/sab



---

**MEMORANDUM**

---

**TO:** Land Supervisor

**DATE:** October 6, 1993

**CC:** Director of Community Services  
Engineering Manager  
Electrical Manager

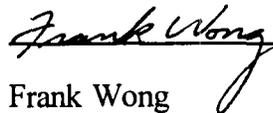
**FROM:** Frank Wong, Planning Assistant

**RE: THE BOY SCOUTS ASSOCIATION  
LOTS 2 & 3, BLOCK 48, PLAN 6990 ET - 5321 - 47TH AVENUE**

---

Please be advised that we have no objection to the renewal of the lease with Scout's Canada for further five-year term. However we would recommend that the lease contain some type of cancellation clause should someone wish to redevelop the site.

Sincerely,

  
\_\_\_\_\_

Frank Wong  
Planning Assistant

FW/eam

**DATE: NOVEMBER 9, 1993**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: SCOUTS CANADA, RED DEER DISTRICT  
LEASE OF CITY OWNED LOTS 2 AND 3, BLOCK 48, PLAN 6990 ET  
(5321-47 AVENUE, RED DEER, ALBERTA)**

---

Your report dated November 1, 1993 pertaining to the above matter was considered by Council at its meeting of November 8, 1993, and at which meeting Council passed the following motion as per your recommendations:

"RESOLVED that Council of The City of Red Deer hereby approves the request from Scouts Canada to renew the lease of City owned lots 2 and 3, Block 48, Plan 6990 ET (5321-47 Avenue), for an additional five years subject to the following conditions:

1. Five year term at one (\$1.00) dollar per year, option to renew;
2. 30 day cancellation clause;
3. Site to be properly maintained and kept free of garbage, to the satisfaction of the Parks Manager;
4. Liability insurance in the sum of \$1 million to be provided by the lessee;
5. Standard lease agreement to be entered into satisfactory to the City Solicitor,

and as recommended to Council November 8, 1993."

Land and Economic Development Manager

Page 2

November 9, 1993

The decision of Council in this instance is submitted for your information and I assume that you will have the necessary legal documentation prepared and executed by both parties.

Trusting you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/clr

cc: Director of Community Services  
Director of Financial Services  
Bylaws and Inspections Manager  
City Assessor  
Fire Chief  
Land Supervisor

**DATE: October 27, 1993**

**TO: City Clerk**

**FROM: Director of Financial Services**

**RE: 1994 TAX PENALTIES ON OUTSTANDING ACCOUNTS**

---

The Municipal Taxation Act (S.117) allows a municipality to charge up to an 18% penalty per year on any taxes that are unpaid after the due date.

The City of Red Deer has been charging an 18% penalty for the first six months the taxes are unpaid after June 30th, and an 18% penalty each year thereafter that they remain unpaid.

The reason the penalty has remained so high is the City is not able to quickly enforce collection of taxes:

- it takes approximately five years to obtain title to a property for unpaid property taxes
- to enforce collection of business taxes requires the seizure of the business assets. If the business has ceased operation due to bankruptcy, collection is often not possible.

The City should be more interested in ensuring the financial viability of the City by keeping taxes owing current rather than act as a financing source for taxpayers. This means penalties should be set significantly higher than current interest rates.

Attached on Appendix "A" is a list of current penalties charged by some Alberta cities. The average penalties compared with Red Deer are:

**COMPARISON OF TAX PENALTIES CHARGED BY SIX ALBERTA CITIES  
WITH RED DEER PENALTIES**

---

<u>Penalty Description</u>	<u>Average for Cities Listed (except Red Deer)</u>	<u>Red Deer</u>
• Levied July 1st	6.4%	9%
• Total levied first six months	13.1%	17.9%
• Total levied each subsequent year	17.1%	17.9%

Note: Because penalties are levied on penalties, the compounded total is greater than the individual penalties added up.

City Clerk  
 October 27, 1993  
 Page 2

It is proposed the total penalties levied by Red Deer be revised to reflect about a 12% penalty.

COMPARISON OF PROPOSED AND CURRENT PENALTIES

<u>Current Year</u>	<u>Proposed</u>	<u>Current</u>
July 1	6%	9%
September 1	3%	4.5%
November 1	3%	3.5%
	_____	_____
Compounded Total Penalty	12.5%	17.9%
	_____	_____
<u>Future Years</u>		
Every Second Month	2%	3% (except 1.7% on Nov. 1)
	_____	_____
Compounded Total Penalty	12.6%	17.9%
	_____	_____

Note: Because penalties are levied on penalties, the total is greater than the individual penalties added up.

Although the proposed penalties are still significantly higher than current interest rates, it should be remembered they are penalties and not intended to be finance charges.

At September 30, 1993, the following taxes remained unpaid:

1993 taxes due	\$ 718,980	*
Prior year taxes	450,547	
	_____	
	\$ 1,169,527	
	_____	

\* Council agreed to allow a portion of 1994 property taxes to remain unpaid until December 31st without penalty. These deferred taxes of \$334,000 are included.

City Clerk  
October 27, 1993  
Page 3

In 1992 there was \$330,000 in tax penalties levied.

If the proposed penalties are approved by Council, there will be a reduction in tax penalties for 1994 of approximately one third.

Council is aware of a number of revenue reductions anticipated for 1994. The additional revenue loss because of a penalty reduction will mean more budget reductions will be required. It is considered important, however, that the penalty rate reflect a more reasonable amount.

### **Recommended Action**

Approval by Council of bylaws incorporating the recommended reduced penalties for property and business tax arrears. Changes to be effective January 1, 1994.



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

AW/jt

Att.

- c. Tax Supervisor
- Utility Billing Supervisor
- City Assessor
- Treasury Services Manager
- Computer Services Manager

31  
**PROPERTY TAX PENALTY SURVEY - APPENDIX "A"**

CITY	DUE DATE	PENALTY			
		CURRENT		ARREARS	
EDMONTON	June 30	Jul. 1	6%	Jan. 1	1% per month
		Aug. 1	1%		
		Sep. 1	1%		
		Oct. 1	1%		
		Nov. 1	1%		
		Dec. 1	1%		
	TOTAL:		11.4%		12.7%
CALGARY	June 30	Jul. 1	7%	Jan. 1 - Dec. 1	1.5% per month
		Oct. 1	7%		
	TOTAL:		14.5%		19.6%
MEDICINE HAT	June 30	Jul. 1	6%	Jan. 1	2% (every 2nd month)
		Sep. 1	3%		
		Nov. 1	3%		
	TOTAL:		12.5%		12.6%
LETHBRIDGE	June 30	Jul. 1	12%	Jan. 1 - Dec. 1	1.5% every month
		Oct. 1	6%		
	TOTAL:		18.7%		19.6%
ST. ALBERT	June 30	Jul. 1	1.5%	Jan. 1	12%
		Aug. 1	1.5%	Jul. 1	6%
		Sep. 1	1.5%		
		Oct. 1	1.5%		
		Nov. 1	1.5%		
		Dec. 1	1.5%		
	TOTAL:		9.3%		18.7%
GRANDE PRAIRIE	June 30	Jul. 1	6%	Jan. 1	6%
		Sep. 1	6%	May 1	6%
				Sep. 1	6%
	TOTAL:		12.4%		19.1%
RED DEER	June 30	Jul. 1	9%	Jan. 1 - Dec. 1	(3% every 2 months except 1.7% in Nov.)
		Sep. 1	4.5%		
		Nov. 1	3.5%		
	TOTAL:		17.9%		17.9%

NOTE: Because penalties are levied on penalties, the total is greater than the individual penalties added up.

Commissioners' Comments - We concur with the recommendations of the Director of Financial Services.

"G. SURKAN", Mayor  
 "M.C. DAY", City Commissioner

**DATE: NOVEMBER 9, 1993**

**TO: DIRECTOR OF FINANCIAL SERVICES**

**FROM: CITY CLERK**

**RE: 1. 1994 TAX PENALTIES ON OUTSTANDING ACCOUNTS**  
**2. INTEREST RATE PAYABLE ON DEPOSITS AND PREPAYMENT**

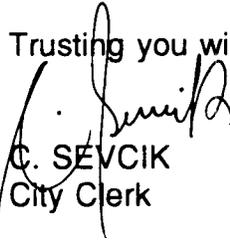
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Your reports referred to above were presented on the Council Agenda of November 8, 1993. At the aforesaid meeting, Council agreed with your recommendations and in so doing, gave three readings to each of the following bylaws noted hereunder:

- Bylaw 2032/A-93 (Being a bylaw to amend the Business Tax Bylaw)
- Bylaw 2899/A-93 (Being a bylaw to amend the Tax Discount Bylaw)
- Bylaw 2929/A-93 (Being a bylaw to amend the Tax Collection Bylaw)
- Bylaw 2960/D-93 (Being a bylaw to amend the Utility Bylaw).

I am enclosing herewith a copy of each of the aforesaid bylaws as finally approved by Council.

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

  
C. SEVCIK  
City Clerk

CS/clr  
Encls.

cc: City Assessor  
Computer Services Manager

**DATE:** November 1, 1993

**TO:** City Clerk

**FROM:** Director of Financial Services

**RE:** INTEREST RATE PAYABLE ON DEPOSITS AND PREPAYMENTS

The City of Red Deer pays interest on utility deposits and prepayments of taxes. The interest rate paid is 5%. Due to the significant drop in interest rates this year it has been necessary to recommend a reduction to 4%.

The 4% rate is comparable or better than what financial institutions are paying for amounts of this size.

The bylaws requiring amendment are listed below:

Bylaw No.	Name/Description	Effective Date	Interest Rate	
			Current	Proposed
2899/86	Tax Discount Bylaw - monthly preauthorized payment plan for property taxes - prepayment plan for taxes paid prior to April 1st	July 1/94 Immediately	5%	4%
2032/60	Business Tax Bylaw - prepayment of taxes prior to April 1st	Immediately	6%	4%
2960/88	Utility Bylaw - interest paid on utility deposits	December 1/93	5%	4%

### Recommendation

That the bylaws providing for interest to be paid on property and business tax prepayments and utility deposits be amended to an interest rate of 4%.



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

AW/jt  
Att.

c. Utility Billing Supervisor  
City Assessor  
Computer Services Manager

Tax Supervisor  
Treasury Services Manager

Commissioners' Comments

PATH: alan\memos\intrate.clk

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

"G. SURKAN", Mayor

"M.C. DAY", City Commissioner

NO. 7

**DATE: October 29, 1993**

**TO: City Clerk**

**FROM: Director of Financial Services**

**RE: PROVINCIAL GOVERNMENT 40% REDUCTION  
IN THE DEBENTURE INTEREST SUBSIDY PROGRAM**

---

In the late 1970's and early 1980's Alberta municipalities were experiencing high interest rates on their long term borrowings from the Alberta Municipal Financing Corporation (AMFC). During this period Provincial coffers were flush and the Province introduced an interest subsidy program to assist municipalities. Interest rates on long term borrowings were subsidized to rates varying from 8% to 11%.

As Council is aware, the AMFC is a corporation set up by the Provincial Government to provide long term loans to Alberta municipalities, School Boards and Hospitals.

The interest subsidy program stopped in the early 1980's for new borrowings. On previous borrowings where interest rate subsidies were provided, the subsidies were to continue for the term of the borrowings. In Red Deer's case, some of its borrowings receiving interest subsidies are not repaid until 2007.

On June 30, 1993, the Department of Municipal Affairs for the Province of Alberta advised the interest subsidy program was being cut by 40% as part of the Provincial deficit reduction program. The 40% reduction was retroactive to May 1, 1993. For 1993 this meant Red Deer would not receive \$228,618 it had budgeted. For 1994 it meant \$312,674 of interest subsidies of \$781,686 would not be received. The total reduction over the balance of the years to 2007 would be \$2,218,336.

A concern with the reduction in the interest subsidy grant program rather than the general municipal grant program is that the impact is not distributed evenly across all municipalities.

When the Province advised of the 40% reduction in interest subsidies, it indicated this reduction would be assisted by a distribution of AMFC surplus of \$100 million.

The AMFC surplus was accumulated as a result of the interest it charged on the monies borrowed by municipalities, schools and hospitals being greater than the interest AMFC had to pay on the monies it received. Council will recall the Province grabbed \$300 million of surplus from AMFC in 1992 over the protests of municipalities, to reduce its deficit. An additional \$100 million is now available for distribution.

....2

City Clerk  
October 29, 1993  
Page 2

The Board of AMFC met in September 1993 and agreed to distribute the \$100 million surplus:

- \$38 million to its shareholders based on the average outstanding loans for the years 1988 to 1992, and
- \$62 million by a reduction in interest rates from 12.5% to 12% effective July 1, 1993.

Red Deer's share of the \$38 million distribution is \$445,743.

The \$62 million distribution would not normally benefit The City of Red Deer because all the City's debentures with rates greater than 12% interest are subsidized by the Province. For 1993, however, the Province has agreed to calculate the interest subsidy based on an interest rate of 12.5%. This means for 1993 the City will receive the full benefit of the interest rate reduction to 12%.

For 1994 the Province has not decided whether to calculate the interest rate subsidy based on 12.5% or 12%. If the interest rate subsidy is calculated on 12%, then the benefit of the interest rate reduction to 12% for future years will flow to the Province.

Appendix "A" to this report provides information on:

- the original interest rate subsidy to be paid the City for the years 1993 to 2007
- the amount of the 40% reduction in the interest subsidy announced by the Province based on the original 12.5% interest rate. This would be offset by interest savings because of the drop in interest rate from 12.5% to 12%. The net subsidy reduction is shown.
- the Province may, starting in 1994, revise its calculation of the interest subsidy to reflect the 12% interest rate. If it does, then all the interest savings accrue to the Province and the City must absorb a greater subsidy reduction.

To offset the impact of the interest subsidy program it is recommended the \$445,743 surplus distribution to the City be used to offset the loss of interest subsidy for 1993 and 1994. Starting in 1995 the loss of interest subsidy would no longer be offset. It could add up to as much as the equivalent of a 1% municipal tax increase.

City Clerk  
October 29, 1993  
Page 3

### **Summary**

The 40% reduction in the Provincial interest subsidy program has a significant impact on The City of Red Deer. This impact can be offset for 1993 and 1994 by the use of the surplus funds received from AMFC. Starting in 1995, however, the City may be forced to budget for the loss of funding equivalent to .5% or a 1% increase in Municipal property taxes. The amount of the loss of funding will depend on how the subsidy is calculated.

### **Recommendations**

Council agree to:

- use the \$445,743 AMFC surplus distribution to provide a reserve to offset the impact of the Provincial interest subsidy program for 1993 to 1995.
- express strong concern to the Minister of Municipal Affairs that:
  - the City was not advised until July 1993 of the 40% reduction for 1993 in the interest subsidy program
  - a cut in the interest subsidy program does not impact municipalities evenly
  - the calculation of interest subsidy be based on the previous 12.5% interest rate.



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

AW/jt

Att.

## APPENDIX A

**COMPARISON OF THE ORIGINAL PROVINCIAL INTEREST SUBSIDY WITH  
THE SUBSIDY REDUCTION BASED ON THE ORIGINAL 12.5% INTEREST  
RATE OR THE NEW INTEREST RATE OF 12%**

YEAR	ORIGINAL INTEREST SUBSIDY	REDUCTION IN THE PROVINCIAL INTEREST SUBSIDY			
		BASED ON A 12.5% INTEREST RATE			BASED ON A 12% INTEREST RATE
		INTEREST SUBSIDY REDUCTION	12.5% TO 12% INTEREST SAVINGS TO CITY	NET INTEREST SUBSIDY REDUCTION	
1993	\$829,102	\$228,618	\$48,117	\$180,501	\$180,501
1994	781,686	312,674	167,453	145,222	245,693
1995	728,638	291,455	175,861	115,594	221,111
1996	669,381	267,752	164,397	103,356	201,994
1997	603,379	241,352	151,499	89,853	180,752
1998	529,651	211,860	136,989	74,872	157,065
1999	448,430	179,372	120,665	58,707	131,106
2000	358,164	143,266	102,304	40,961	102,344
2001	273,933	109,573	81,521	28,053	76,965
2002	192,885	77,154	59,598	17,556	53,315
2003	146,312	58,525	45,721	12,804	40,236
2004	110,796	44,318	34,442	9,876	30,542
2005	79,177	31,671	24,292	7,379	21,954
2006	43,606	17,442	12,861	4,582	12,298
2007	8,257	3,303	2,752	551	2,202
<b>TOTALS</b>	<b>\$5,803,397</b>	<b>\$2,218,336</b>	<b>\$1,328,470</b>	<b>\$889,866</b>	<b>\$1,658,078</b>

Commissioners' Comments

We concur with the recommendations of the Director of Financial Services, particularly with respect to expressing concern to the Minister of Municipal Affairs. As has been indicated this reduction in the interest subsidy was applied retroactively and because of the unequal distribution across municipalities, Red Deer has been more severely impacted than many. We should particularly strive to retain the remaining subsidy to the 12.5% interest rate level because as can be seen if the Province reaps the benefit of the AMFC decision to reduce interest rates to 12%, Red Deer will be additionally penalized by approximately \$770,000.

"G. SURKAN", Mayor

"M.C. DAY", City Commissioner

DATE: November 3, 1993  
TO: City Council  
FROM: Finance & Audit Committee  
RE: REDUCTION IN DEBENTURE INTEREST SUBSIDY PROGRAM

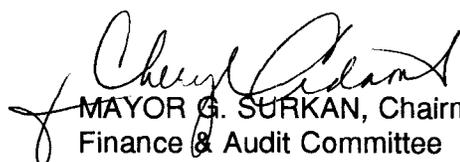
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The Finance & Audit Committee, at their October 18, 1993 meeting, gave consideration to the Provincial Government's 40% cut in the interest subsidy program. Following is a motion passed by the Committee respecting the above. Attached for Council's information is the report submitted to the Committee by the Director of Financial Services.

"That the Finance & Audit Committee, having considered report from the Director of Financial Services dated September 30, 1993 re: Provincial Government 40% Reduction In The Debenture Interest Subsidy Program, hereby recommend to Council of the City of Red Deer that:

- Council use the \$445,743 AMFC surplus distribution to provide a reserve to offset the impact of the 40% reduction in the Provincial interest subsidy program for 1993 to 1995.
- Council express strong concern to the Minister of Municipal Affairs that:
  - the City was not advised until July 1993 of the 40% reduction for 1993 in the interest subsidy program
  - a significant cut in the interest subsidy program does not impact municipalities evenly
  - the City suggest Municipal Affairs continue calculation of interest subsidy based on 12.5% after 1993."

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

  
MAYOR G. SURKAN, Chairman  
Finance & Audit Committee

attch.

**DATE: NOVEMBER 9, 1993**  
**TO: MAYOR SURKAN**  
**FROM: CITY CLERK**  
**RE: PROVINCIAL GOVERNMENT 40% REDUCTION IN THE DEBENTURE INTEREST SUBSIDY PROGRAM**

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At the Council Meeting of November 8, 1993, a report from the Director of Financial Services pertaining to the above topic was considered by Council, and at which meeting the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered report dated October 29, 1993 from the Director of Financial Services re: Provincial Government 40% Reduction in the Debenture Interest Subsidy Program, hereby agrees as follows:

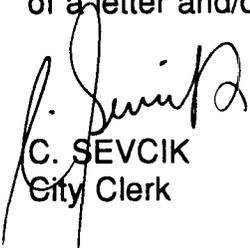
1. To use the \$445,743 AMFC surplus distribution to provide a reserve to offset the impact of the Provincial interest subsidy program for 1993 to 1995.
2. To express strong concern to the Minister of Municipal Affairs that:
  - the City was not advised until July 1993 of the 40% reduction for 1993 in the interest subsidy program;
  - a cut in the interest subsidy program does not impact municipalities evenly;
  - the calculation of interest subsidy be based on the previous 12.5% interest rate,

and as recommended to Council November 8, 1993."

During the discussion of this matter, it was suggested that we endeavour to meet with the Minister to express our concerns in addition to just writing a letter.

Mayor Surkan  
Page 2  
November 9, 1993

Please accept this memo as a reminder to pursue this matter with the Minister by way of a letter and/or a meeting.



C. SEVCIK  
City Clerk

CS/clr

cc: City Commissioner  
Director of Financial Services  
Finance and Audit Committee

NO. 8

DATE: October 19, 1993 FILE NO. 93-0150

TO: City Clerk

FROM: Bylaws & Inspections Manager

RE: **COUNCIL POLICIES - PARKING RELATED ISSUES**

---

A number of Council policies, specifically related to parking, that have been previously administered by the City Engineering Department have been transferred to the Bylaws and Inspections Department for administration.

The existing policy number 537 RE: Parking, requires amendments that reflect actual operational changes.

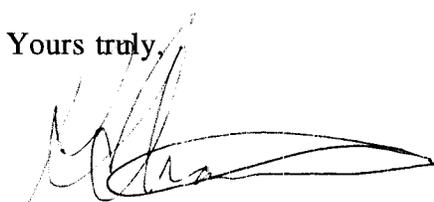
- (a) A change in "Article 2". To state "...signs or meters that allow for parking of two hours."
- (b) A change in "Article 4". To state "...parking meters or ticket dispensers."
- (c) The addition of "Article 7" regarding Courtesy Parking Permits.
- (d) As well as the transfer of "policy section" and "lead role" to Planning Services and the Bylaws and Inspections Department.

The following are two (2) new policies which have been adopted by the Parking Commission and which we would like to have added to the Council policy manual, which will be administered under the section "Planning Services" with lead role being the "Bylaws and Inspections Department":

1. Handicapped Parking Zones (Downtown)
2. Parking Lot Stall Monthly Passes.

**Recommendation:** That Council approve these for inclusion in the Council Policy Manual.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

Commissioners' Comments

We recommend Council approve the amendment to Policy 825 (formerly Policy 537) and new policies 828 and 829 as presented by the Bylaws and Inspections Manager.

"G. SURKAN", Mayor

"M.C. DAY", City Commissioner

Policy Section:  
Planning Services

Page:  
1 of 1

Policy Subject  
Parking

Policy Reference:  
827

Lead Role:  
Bylaws and Inspections Department

Resolution/Bylaw:  
NEW

---

### PURPOSE

### POLICY STATEMENT

1. Long Term Parking in the City shall be free or regulated by devices that allow for parking of five hours or more.
2. Short Term Parking in the City shall be regulated by signs or meters that allow for parking of two hours.
3. At the locations with high parking demand, priority should be given to the demand of short term parkers.
4. The City of Red Deer Parking Tokens may be used only in City of Red Deer parking meters or ticket dispensers to purchase the same amount of parking time as a Canadian 25 cent coin. The parking token may be redeemed at City Hall at 25¢ per token.
5. Parking permits may be issued to handicapped persons who drive motor vehicles and who are confined to a wheelchair.
6. Tourist Cards: For parking meter violations of out-of-province vehicles, Tourist Cards shall be given out instead of parking citations.
7. Courtesy Parking Permits may be issued by the City Clerk's Department and/or the Red Deer Visitor & Convention Bureau to visiting non-resident delegates attending conventions in the City of Red Deer. These permits provide free parking on City owned parking lots and at all on-street parking meters; all other parking restrictions still apply.

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### Cross Reference

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### Remarks

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Date of Approval:

Effective Date:

Date of Revision:

June 21, 1993

Nov. 8, 1993

Policy Section:  
Planning Services

Page:  
1 of 1

Policy Subject  
Handicapped Parking Zones (Downtown)

Policy Reference:  
828

Lead Role:  
Bylaws and Inspections Department

Resolution/Bylaw:  
Nov. 8, 1993

---

#### PURPOSE

To provide on-street handicapped parking stalls in the downtown area.

#### POLICY STATEMENT

1. Handicapped parking stalls in the downtown area will be provided only upon request.
2. Requests for a zone are to be made in writing and be submitted by the businesses or residents directly affected by the installation.
3. Stalls are to be located at block end or where room permits, mid-block, in order to provide ease of access.
4. The standard width of a handicapped stall in an angled parking design is 3.5 meters.
5. The stalls are to be free (ie: without a parking meter)
6. A time restriction is to be placed on the handicap stall to coincide with the regular parking meter zones downtown (ie: two hour zone).
7. Stalls are to be identified by the standard on-street "No Parking Except Handicapped" sign (ie: RB-71), with the handicap symbol painted on the roadway.

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Cross Reference

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Remarks

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Date of Approval:  
November 8, 1993

Effective Date:

Date of Revision:

Policy Section:  
Planning Services

Page:  
1 of 1

Policy Subject  
Parking Lot Stall Monthly Passes

Policy Reference:  
829

Lead Role:  
Bylaws and Inspections Department

Resolution/Bylaw:  
Nov. 8, 1993

PURPOSE

To provide a monthly parking program for City operated off-street parking stalls.

POLICY STATEMENT

1. The number of parking stalls made available in each lot will be determined by the Parking Administrator after surveying the lot's peak period occupancy in relation with the lot's intended use (ie: short or long term parking).
2. Passes will be sold at the City Hall cashiers on a first come first served basis.
3. Passes will be sold monthly and will become available for sale on the 20th of the preceding month in which they become valid.
4. Payment in full must be paid whether the space is being used by the parker for the entire month or not.
5. Monthly stall passes are sold on the basis that they are for a specific lot, not being transferrable between lots, with no assigned parking stall, but on a random basis with no guarantee of a particular parking space.
6. Parkers sold passes for lots where a parking attendant is on duty will be required to stop and show the pass to the attendant upon entering and exiting the parking lot.
7. The parking pass is to be visibly displayed on the dash of the car in front of the driver, any time the vehicle is parked in the parking lot.
8. The City will assume no liability whatsoever for any loss of, or damage from any cause to the parker's vehicle or other property.
9. The City reserves the right to make rate changes or amend the number of passes available or terminate the pass program without written notice.

Cross Reference

Remarks

Date of Approval:  
November 8, 1993

Effective Date:

Date of Revision:

**POLICY SECTION:** PLANNING SERVICES  
**POLICY SUBJECT:** PARKING  
**LEAD ROLE:** BYLAWS AND INSPECTIONS DEPARTMENT  
**POLICY REFERENCE:** 8 \_\_\_\_\_ (was 537) 827

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Policy Statement:

1. Long Term Parking in the City shall be free or regulated by devices that allows for parking of five hours or more.
2. Short Term Parking in the City shall be regulated by signs or meters that allow for parking of two hours.
3. At the locations with high parking demand, priority should be given to the demand of short term parkers.
4. The City of Red Deer Parking Tokens may be used only in City of Red Deer parking meters or ticket dispensers to purchase the same amount of parking time as a Canadian 25 cent coin. The parking token may be redeemed at City Hall at 25¢ per token.
5. Parking permits may be issued to handicapped persons who drive motor vehicles and who are confined to a wheelchair.
6. Tourist Cards: For parking meter violations of out-of-province vehicles, Tourist Cards shall be given out instead of parking citation.
7. Courtesy Parking Permits may be issued by the City Clerk's Department and/or the Tourist and Convention Association to visiting non-resident delegates attending conventions in The City of Red Deer. This permit provides free parking on City owned parking lots and at all on-street parking meters; all other parking restrictions still apply.

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CROSS REFERENCE

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REMARKS

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DATE OF APPROVAL:                      EFFECTIVE DATE:                      DATE OF REVISION:

**POLICY SECTION:** PLANNING SERVICES  
**POLICY SUBJECT:** HANDICAPPED PARKING ZONES (DOWNTOWN)  
**LEAD ROLE:** BYLAWS AND INSPECTIONS DEPARTMENT  
**POLICY REFERENCE:** 8 \_\_\_\_\_ (new) 828  
**PURPOSE:** To provide on-street handicapped parking stalls in the Downtown area.

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Policy Statement:

1. Handicapped parking stalls in the Downtown area will be provided only upon request.
2. Requests for a zone are to be made in writing and be submitted by the businesses or residents directly affected by the installation.
3. Stalls are to be located at block end or where room permits, mid-block, in order to provide ease of access.
4. The standard width of a handicapped stall in an angled parking design is 3.5 meters.
5. The stalls are to be free (ie. without a parking meter).
6. A time restriction is to be placed on the handicap stall to coincide with the regular parking meter zones Downtown (ie. two hour zone).
7. Stalls are to be identified by the standard on-street "No Parking Except Handicapped" sign (ie. RB-71), with the handicap symbol painted on the roadway.

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CROSS REFERENCE

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REMARKS

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DATE OF APPROVAL: EFFECTIVE DATE: DATE OF REVISION:

**POLICY SECTION:** PLANNING SERVICES

**POLICY SUBJECT:** PARKING LOT STALL MONTHLY PASSES

**LEAD ROLE:** BYLAWS AND INSPECTIONS DEPARTMENT

**POLICY REFERENCE:** 8 829 (new)

**PURPOSE:** To provide a monthly parking program for City operated off-street parking stalls.

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**Policy Statement:**

1. The number of parking stalls made available in each lot will be determined by the Parking Administrator after surveying the lots peak period occupancy in relation with the lot's intended use (ie. short or long term parking).
2. Passes will be sold at the City Hall cashiers on a first come first served basis.
3. Passes will be sold monthly and will become available for sale on the 20th of the preceding month in which they become valid.
4. Payment in full must be paid whether the space is being used by the parker for the entire month or not.
5. Monthly stall passes are sold on the basis that they are for a specific lot, not being transferrable between lots, with no assigned parking stall, but on a random basis with no guarantee of a particular parking space.
6. Parkers sold passes for lots where a parking attendant is on duty will be required to stop and show the pass to the attendant upon entering and exiting the parking lot.
7. The parking pass is to be visibly displayed on the dash of the car in front of the driver, any time the vehicle is parked in the parking lot.
8. The City will assume no liability whatsoever for any loss of, or damage from any cause to the parkers vehicle or other property.
9. The City reserves the right to make rate changes or amend the number of passes available or terminate the pass program without written notice.

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**CROSS REFERENCE**

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**REMARKS**

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**DATE OF APPROVAL:**

**EFFECTIVE DATE:**

**DATE OF REVISION:**

**DATE: NOVEMBER 9, 1993**  
**TO: BYLAWS AND INSPECTIONS MANAGER**  
**FROM: CITY CLERK**  
**RE: COUNCIL POLICIES 825, 828 AND 829 -**  
**PARKING RELATED ISSUES**

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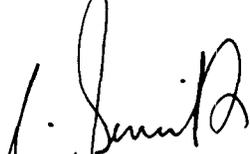
Your report dated October 19, 1993 pertaining to the above matter, received consideration at the Council Meeting of November 8, 1993.

At the aforesaid meeting, Council passed the following motion approving an amendment to Policy 825 (formerly Policy 537) and new policies 828 and 829:

"RESOLVED that Council of The City of Red Deer hereby approves the amendment to Policy 825 (formerly Policy 537) and new Policies 828 and 829, as presented to Council November 8, 1993 by the Bylaws and Inspections Manager."

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

The revised policies will be sent under separate cover to all Council Policy Manual holders.

  
C. SEVCIK  
City Clerk

CS/clr

cc: Clerk Steno II - Donna  
Parking Administrator

DATE: November 1, 1993

TO: City Clerk

FROM: Engineering Department Manager

RE: **BRIDGE MAINTENANCE BUDGET  
GAETZ AVENUE AND 49 AVENUE RIVER BRIDGE EXPANSION JOINTS**

---

Based on the 1992 Bridge Maintenance Report prepared by our consultant, Reid Crowther, we sought approval for \$171,000 within the 1993 Public Works Operating Budget to replace the expansion joints in the Gaetz Avenue and 49 Avenue river bridges. Expansion joints are the strips at the ends of the bridges that allow the girders to expand and contract for temperature variations. One of the functions of the joints is to prevent water, road salts, sanding chips, and debris from running down the girder ends and abutment back wall onto the abutments and bearings. The existing expansion joints are torn and must be replaced.

Having received budget approval, we commissioned the same consultant to prepare detailed design drawings and tender the aforementioned work. After receiving tenders earlier this year we found that the cost of this work was approximately \$330,000; a \$159,000 budget overrun. We therefore cancelled the tender and did not proceed with this work in 1993.

The consultant, together with our staff, have since reevaluated the preconstruction estimate, analyzed the tenders, reassessed the cost/benefit of replacing the joints, and reviewed the joint design. Our findings are:

1. The initial budget figure was based on a generic joint replacement value for a bridge similar to ours. Design details were not available and site specific factors were not taken into account when developing the budget. Based on the information available today, a budget estimate close to the tender amount would be derived. The tender amount is therefore deemed to represent reasonable value.
2. Three tenders were received; the lowest of which was approximately \$330,000, the second low was \$335,000, and the third low was \$341,000. No significant errors were found in the tenders. The tenders are therefore deemed to be competitive.
3. It is recommended that the joints be replaced to avoid an increase in maintenance costs as well as premature deterioration and major rehabilitation of the girder ends, bearings, and abutments.

City Clerk  
November 1, 1993  
Page Two

4. The joint design was compared to other types of joints and determined to be the most cost effective.

A copy of Reid Crowther's report dated August 27, 1993 is attached to provide more detail of the analyses outlined above.

Normally this type of work would not be applicable for Provincial grant funding because it is considered to be a maintenance item. However, considering the cost involved, we made a request to the Province and were given tentative approval for 75/25 cost sharing under the Basic Capital Program as a bridge rehabilitation project.

#### **RECOMMENDATION**

Based on the above, we recommend that the joint replacement for both bridges proceed in 1994 and respectfully request that Council approve a carryover of the unspent 1993 approved funds (i.e. \$171,000). These funds will be used in part to provide the City share of the joint replacement and the remainder will be used for bridge maintenance items. Details will be available for Council review in the 1994 Bridge Maintenance and Major Capital Budgets.



Ken Haslop, P. Eng.  
Engineering Department Manager

TCW/cy  
Att.

c.c. Public Works Manager

AUG 30 1993

Please refer to file 5700-193-4a/0  
1-222BRN

August 27, 1993

*Tom*

City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Attention: Mr. Tom Warder, P. Eng.  
Streets and Utilities Engineer

Dear Sir:

**49TH AVENUE/GAETZ AVENUE BRIDGES - EXPANSION JOINT  
REPLACEMENT  
REVIEW OF TENDERS**

The following tenders were received for the expansion joint replacement work on the 49th Avenue and Gaetz Avenue bridges, and additional abutment repair work on the 49th Avenue and Taylor Drive bridges:

Alberco Construction	\$329,988.00
Spring Point Management	\$334,663.90
Timcon Construction	\$341,267.00

These tenders were for a single plate expansion joint, and include for a \$10,000 contingency amount and the Federal Goods and Services Tax. The budget estimate for the work was \$171,000.

In view of the discrepancy between the budget estimate and the tenders received, the purpose of this letter is:

- to analyze tenders received for expansion joint replacement in order to advise on the wide discrepancy between the bids and the budget estimate.
- to advise on a reasonable course of action for repair of the structures.
- to advise on the impact of deferring work on the bridges to 1994.
- to advise on any long-term affects on the structures arising from the course of action proposed herein.

In carrying out this review, we have:

- conducted general discussions with all bidders

Reid Crowther & Partners Ltd.

Consulting Engineers

#133 Riverside Plaza, 4919 - 59 Street, Red Deer, Alberta T4N 6C9, Phone: (403) 343-2346, Fax: (403) 347-9303

5700-193-4a/0  
 Mr. Tom Warder, P. Eng.  
 August 27, 1993  
 Page 2

- reviewed the process we carried out in providing initial budget numbers
- reviewed changes to the scope of the construction work subsequent to initial budgeting.
- reviewed typical pricing for comparable work on Alberta Transportation projects.
- carried out detailed discussions with Jamor Construction (Spring Point Management).

Our recommendations are based on the understanding that any type of "marginal fix" would be inconsistent with the City's over-all maintenance policy, and would not be beneficial in the long term.

A summary of our findings is as follows:

1. Deferring the bridge work one year will not significantly impact the life of the bridges or the level of maintenance/rehabilitation work required.
2. A current review of Alberta Transportation and Utilities' costs for a generic single plate rehabilitation project of comparable size would be \$232,300 including GST and contingency.
3. In our discussions with one of the bidding contractors, site specific factors were identified which directly impacted the contractor's method of construction, and therefore added to the cost. These costs, including GST, are estimated as:

Extra Work	\$8,500
Traffic Control	\$10,500
Schedule Restrictions	\$11,000
Space Constrictions	<u>\$43,000</u>
	\$73,000

These additional costs, when combined with the Alberta Transportation estimates and the additional abutment repair work on the 49th Avenue and Taylor Drive bridges, total \$312,000. This compares favourably with the tenders received.

Extra work represents modifications to the design requested by the City to facilitate maintenance operations, including modifications to the drain trough for clean-outs. Space constrictions refers to the limited space between the end of the girder and the backwall. This normally would be in the order of 0.5 - 0.75 m. In this case the separation is 0.13 - 0.15 m, impacting supply and labour costs.

4. Given the cost information now available, and the close placement of the three tenders, the tenders received represent a fair estimate of the value of the work.
5. Any future bidding list should be expanded to 4 - 5 bidders if

5700-193-4a/0  
 Mr. Tom Warder, P. Eng.  
 August 27, 1993  
 Page 3

possible.

The alternative to undertaking the joint replacement is a "do nothing" scenario. This description is misleading as it refers to doing nothing to the joint, but does require an increased level of on-going long term maintenance. In addition, it would be expected that major rehabilitation will be required at a earlier date than if joint replacement were undertaken. Although it is not possible to quantify the expected reduction in serviceable life, it is highly recognized by engineers and owners alike that preventative maintenance is the most effective means of extending the life of a structure and in reducing long term costs. Should the City choose not to undertake the joint replacement, you could expect the following additional activities:

- increased frequency and effort of cleaning ( 2 to 4 times annually)
- increased frequency of sealer application to abutments
- increased frequency of girder painting
- increased frequency of bearing maintenance
- increased risk of girder section loss due to increased potential of corrosion
- increased risk of premature bearing failure due to harsh and corrosive environment
- increased potential for concrete rehabilitation to abutments due to harsh and corrosive environment
- risk of erosion of the abutment headslope due to uncontrolled water flows

In short, failure to replace the expansion joints will result in higher maintenance costs in the short term, and premature bearing failure and premature repair of the bearing seats and abutments in the longer term, with resultant major expenditures.

Based on our review, we recommend as follows:

- the expansion joint work be re-tendered in 1994 utilizing the single plate assembly.
- the City carry the \$171,000 1993 budget amount forward to 1994, and supplementing it with an additional \$176,000. This total budget amount of \$347,000 for contracted services represents the previous low bid for the work with a 5% factor for inflation.

If the City chooses to implement the re-tendering option, Reid Crowther is prepared to:

- revise and re-issue the tender to 4 - 5 invited bidders in the spring of 1994.
- review bids received and advise on award.

Engineering fees for this work would be in the order of \$3,000. Although discrepancies with the original bid were due to a number of influences, we are prepared to carry out this work at no cost to the City in order to facilitate matters, and in view of our very positive on-going relationship with the City. Once the tenders have been received and reviewed, our current engineering agreement for construction and administrative services would resume.

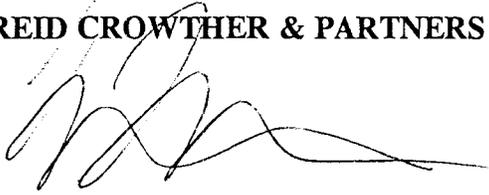
Reid  
 Crowther

5700-193-4a/0  
Mr. Tom Warder, P. Eng.  
August 27, 1993  
Page 4

We hope you will find these items satisfactory. If you have any questions, please do not hesitate to contact us.

Yours truly,

**REID CROWTHER & PARTNERS LTD.**



Blaine R. Newton, P. Eng.  
Manager, Red Deer Region

BRN/dp

cc: Mr. J. Skeet - RCPL Calgary

Commissioners' Comments

We concur with the recommendations of the Engineering Department Manager.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

Reid  
Crowther

**DATE: NOVEMBER 9, 1993**

**TO: ENGINEERING DEPARTMENT MANAGER**

**FROM: CITY CLERK**

**RE: BRIDGE MAINTENANCE BUDGET -  
GAETZ AVENUE AND 49TH AVENUE RIVER BRIDGE  
EXPANSION JOINTS**

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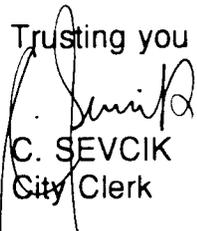
Your report dated November 1, 1993 pertaining to the above topic was considered at the Council Meeting of November 8, 1993 and at which meeting Council passed the following motion in accordance with your recommendations:

"RESOLVED that Council of The City of Red Deer, having considered report dated November 1, 1993 from the Engineering Department Manager re: Bridge Maintenance Budget - Gaetz Avenue and 49 Avenue River Bridge Expansion Joints, hereby agrees that the joint replacement for both bridges proceed in 1994, and as recommended to Council November 8, 1993.

Council further approves the carryover of the unspent 1993 approved funds (\$171,000.00). Said funds to be used in part to provide the City's share of the joint replacement and the remainder to be used for bridge maintenance items."

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

Trusting you will find this satisfactory.

  
C. SEVCIK  
City Clerk

CS/clr

cc: Director of Financial Services  
Public Works Manager

NO. 10

FILE: gord\memos\bdtg-sws.cc

**DATE:** October 27, 1993  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE: SOLID WASTE DISPOSAL SITE**

---

We recently presented a report to Council and, from that report, Council requested an update on the Solid Waste Disposal Site budget in light of the significant reductions in waste being received at the site.

In the Solid Waste Master Plan a number of strategies were identified to reduce the solid waste being accepted at the landfill site.

These strategies included the Blue Box and Multi-Family Recycling Program which was in place when the Plan was presented. Other initiatives include composting, cardboard and other diversions, as well as raising the tipping charge.

The table below shows the tonnages received in various categories in 1993 as compared to 1992.

Modified Cumulative Monthly Totals for 1992/93							
Month	Total Tonnes	Demo	Liquid	Residential	Commercial	Roll-off	Direct Haul
Jan./92	5 035	562	145	952	1 585	845	946
Jan./93	3 704	468	117	791	1 333	548	447
Feb./92	9 448	1 320	218	1 631	2 923	1 582	1 779
Feb./93	7 395	967	236	1 505	2 672	1 108	907
Mar./92	15 573	2 669	400	2 463	4 496	2 256	3 292
Mar./93	12 467	1 392	572	2 459	4 548	1 907	1 587
Apr./92	24 506	3 506	530	3 688	6 492	3 201	7 093
Apr./93	17 593	1 699	792	3 533	6 274	2 628	2 664
May/92	31 169	4 324	606	4 890	8 183	3 979	9 190
May/93	23 326	2 033	946	4 843	8 072	3 388	4 042
June/92	38 301	5 275	708	6 382	10 066	4 829	11 043
June/93	30 677	2 639	1 202	6 472	10 497	4 358	5 507
July/92	46 359	6 130	832	7 935	12 335	6 099	13 028

October 21, 1993  
 City Clerk  
 Page 2 of 3

Modified Cumulative Monthly Totals for 1992/93							
Month	Total Tonnes	Demo	Liquid	Residential	Commercial	Roll-off	Direct Haul
July/93	37 151	3 613	1 389	7 728	12 418	5 166	6 834
Aug./92	51 927	6 807	959	8 968	13 951	6 873	14 366
Aug./93	42 951	4 253	1 520	8 916	14 200	5 947	8 111
Sept./92	57 405	7 355	1 078	10 048	15 635	7 637	15 648
Sept./93	50 002	4 843	1 710	10 435	16 370	6 859	9 778
Oct./92	63 918	8 035	1 273	11 289	17 621	8 575	17 124
Nov./92	68 291	8 462	1 442	12 088	19 116	9 348	17 834
Dec./92	72 689	8 900	1 586	13 017	20 778	10 069	18 340

In reviewing these figures, we would note that there was a significant reduction in waste received in the first three months of 1993 prior to the increase in tipping fees on April 1. Some of this may be due to customers responding in anticipation of the increase.

The major decreases we have seen are in the areas of demolition, where this material is now going to dry waste sites as it does not need to be handled at a sanitary landfill. The reduction in Roll-off can be attributed to a reduction in building construction activity. The commercial garbage is up slightly, due to the new businesses opening. This figure does not include approximately 1 000 tonnes of cardboard being recycled through Laidlaw. In addition to this, some companies are recycling cardboard through back haul on their delivery trucks.

The majority of the decrease in direct haul we would attribute to the fact that local roofing contractors are no longer hauling large amounts of hail damaged shingles to the site.

In preparing the 1993 operating budget, we had estimated 66 000 tonnes for revenues of \$1 600 000. We would now estimate 61 500 tonnes and revenues of \$1 430 000. In 1992 we received 72 589 tonnes and had revenues of \$1 150 000.

The effect of this on the budget would be that the amount set aside for the new site expenses and reserve would decrease from \$494 320 to approximately \$325 000.

October 21, 1993  
City Clerk  
Page 3 of 3

It is our analysis that the increase in tipping fees has reduced the waste received at the site by approximately 15%, or 10 000 tonnes. This has been mostly demolition material which is now being handled at dry waste sites.

This reduction in tonnage could increase the landfill life up to approximately one year.

**RECOMMENDATION:**

Presented for the information of Council.



Gordon Stewart, P. Eng.  
Public Works Manager

/blm

Commissioners' Comments

Submitted for Council's information only.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

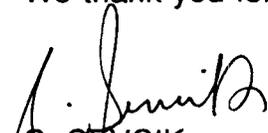
**DATE: NOVEMBER 9, 1993**  
**TO: PUBLIC WORKS MANAGER**  
**FROM: CITY CLERK**  
**RE: SOLID WASTE DISPOSAL SITE**

---

Your update report on the Solid Waste Disposal Site Budget in light of the significant reductions in waste being received at the site, was presented on the Council Agenda of November 8, 1993.

The above mentioned report was accepted by Council for information and it was agreed that same be filed.

We thank you for your report in this instance.

  
G. SEVCIK  
City Clerk

CS/clr

cc: Director of Engineering Services  
Director of Financial Services  
Environmental Advisory Board

*\* Pages 48,49 & 50 from Agenda sent to  
Environmental Advisory Board \* /clr*

NO. 11

DATE: November 2, 1993  
 TO: C. Sevcik, City Clerk  
 FROM: A. Scott, Land and Economic Development Manager  
 RE: **ROAD RIGHT-OF-WAY (DELBURNE HIGHWAY) EAST OF  
 TAYLOR DRIVE TO 30 AVENUE**

---

At the Council meeting of September 27, 1993, the following resolution was approved:

"RESOLVED that Council of The City of Red Deer, hereby agrees that the road right-of-way (Delburne Highway) be named 20th Street from Taylor Drive East to 30th Avenue and as recommended to Council September 27, 1993 by the Commissioners."

On review of the existing civic addresses in the area of 20th Street and Gaetz (50th) Avenue, it has been determined that parcels of land and existing buildings situated on Gaetz (50th) Avenue and immediately north of 20th Street have been addressed in the 1900's. To accommodate the existing civic addresses and overcome the possibility of confusion in finding the existing buildings, 20th Street should be renamed 19th Street.

**Recommendation**

We respectfully request City Council to revise the resolution of September 27, 1993 to indicate the Delburne Highways right-of-way from Taylor Drive east to 30th Avenue as 19th Street and not 20th Street.



Alan V. Scott

AVS/mm

Commissioners' Comments

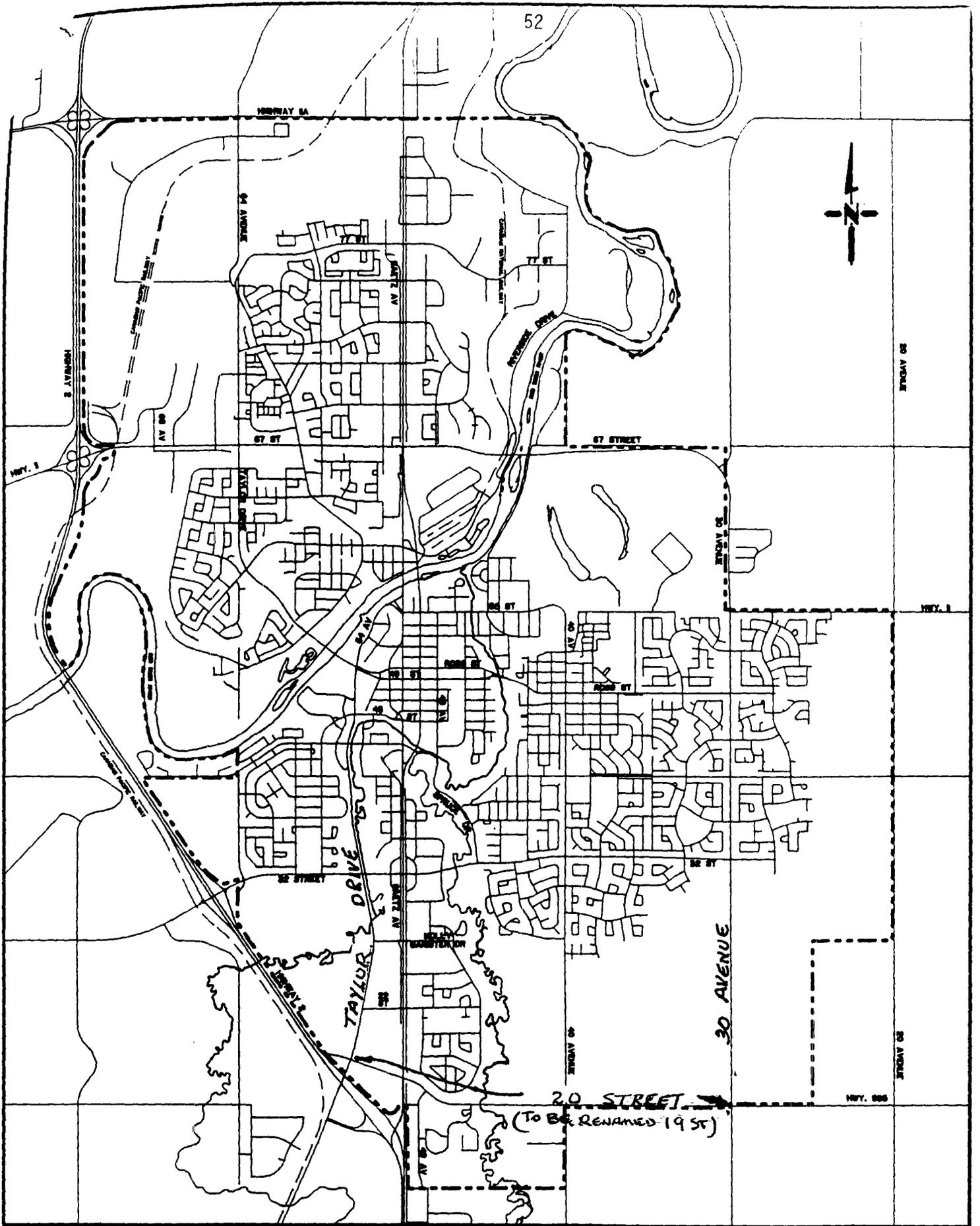
We concur with the recommendations of the Land & Economic Development Manager.

"G. SURKAN"

Mayor

"M.C. DAY"

City Commissioner



THE CITY OF RED DEER  
 SINGLE LINE ROAD MAP

**DATE: NOVEMBER 9, 1993**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: ROAD RIGHT-OF-WAY (DELBURNE HIGHWAY)  
EAST OF TAYLOR DRIVE TO 30TH AVENUE**

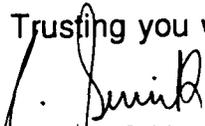
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At the Council Meeting of November 8, 1993, the following resolution was passed agreeing that the aforementioned right-of-way be named 19th Street:

"RESOLVED that Council of The City of Red Deer hereby agrees that Council's resolution of September 27, 1993 pertaining to the naming of the road right-of-way (Delburne Highway), from Taylor Drive East to 30th Avenue, be amended to indicate that said right-of-way be named 19th Street instead of 20th Street, and as recommended to Council November 8, 1993, by the Land and Economic Development Manager."

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

Trusting you will find this satisfactory.

  
C. SEVCIK  
City Clerk

CS/clr

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

NO. 12

DATE: September 10, 1993  
 TO: Members of City Council  
 FROM: Chairman  
 Mayor's Recognition Awards Committee  
 RE: 1993 ANNUAL REPORT

---

The Fourth Annual Mayor's Recognition Awards Presentation Ceremony honoured 21 recipients at the Red Deer College Arts Centre on June 11. The 1993 recipients are:

**Mayor's Special Award**

- Rick Polutnik - coached the Canadian National Senior Women's Hockey Team to "gold" in Tampere, Finland

**Distinguished Voluntary Service**

- Dr. Bob Carter - outstanding leadership with Red Deer Central Lions Speed Skating Club
- Shirley Hocken - organized the fundraising drive which saved and refurbished the CPR Bridge
- Harlan Hulleman - researched and documented the history of North Red Deer in a book entitled, "The Little Village That Grew"
- Teresa Neuman - spearheaded the Citizen's Action Group on the Environment (C.A.G.E.) major urban tree planting project - "Trees by 2000"

**Continuous Voluntary Service**

- Mary Lou Armstrong - active participation in community theatre, particularly Central Alberta Theatre
- Peggy Evans - long-time commitment to the Chamber Music Society
- Mary Morrison - time and effort devoted to community organizations such as Heart & Stroke Foundation, Red Deer & District Museum, United Way and the Canadian Cancer Society
- Margaret Hicks - commitment to the Red Deer and District Museum, leadership with the Red Deer Housing Authority and her role in the establishment of the Red Deer Community Foundation
- Elaine Ward - contribution of time and energy to the Red Deer Concert Society

City Council  
Page 2  
September 7, 1993

### Athletics

- Judie Millard - Canadian Wheelchair Basketball
- Nicole Gaine - BMX Racing
- Josh Lovig - BMX Racing
- Lachlan McLevin - BMX Racing
- Ryan Roberge - BMX Racing
- Adam Ross - BMX Racing
- Dustin Wallin - BMX Racing
- Jamie Salé - Figure Skating
- Steven Elm - Speed Skating
- Jeremy Kozuback - Speed Skating
- Danielle Wotherspoon - Speed Skating

In 1992 the Advertising Subcommittee was renamed the Promotions and Advertising Subcommittee. This subcommittee worked hard to develop cost effective ways to promote the program and the Awards Ceremony, and to encourage members of the public to submit nominations on behalf of deserving citizens.

The tendering for catering and florist services was formalized this year and provided a very satisfactory end result. There are still some aspects to be improved upon, and each year the Committee is challenged anew to meet the expectations of our honoured guests and the public.

In closing, it is my feeling that the Mayor's Recognition Awards Presentation Ceremony improves with age! We thank you, Mayor Surkan and Members of City Council, for your continued commitment to this exciting Program.

  
DIANE KUBANEK, Chairman  
Mayor's Recognition Awards Committee

cga

Commissioners' Comments

Submitted for Council's information.

"G. SURKAN", Mayor

"M.C. DAY", City Commissioner

**DATE: NOVEMBER 9, 1993**

**TO: CHAIRMAN  
MAYOR'S RECOGNITION AWARDS COMMITTEE**

**FROM: CITY CLERK**

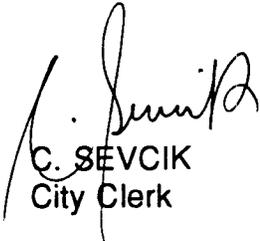
**RE: 1993 ANNUAL REPORT**

---

I would advise that your 1993 Annual Report was presented on the Council Agenda of November 8, 1993.

The aforesaid report was accepted by Council for information purposes only and it was agreed that same be filed.

We thank you for your report in this instance.



C. SEVCIK  
City Clerk

CS/clr

**DATE:** October 13, 1993  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE: SIDEWALK SNOW CLEARING POLICY**

---

For many years, the Public Works crews have been responsible for removing snow from some sidewalks within the City.

There has been no written policy, but the "rule of thumb" has been to remove snow adjacent to City-owned property. As we have been examining this with the intent of coming up with a written policy, we have found many inconsistencies in areas where snow was and was not being cleared.

For example, some nursing home walks were cleared, some were not, some schools walks were cleared, some were not. We also found in our discussions with the nursing homes that they were also clearing their own walks.

We are proposing a policy which deals with our mandate as we see it. There would be a deletion of 5.488 kilometres of sidewalk presently being cleared and an addition of 3.816 kilometres of sidewalk which are not presently being cleared.

We could expect some reaction from the public to this policy, as in some areas there will be a reduction in level of service. An example is the attached letter, dated January 26, regarding a park in Grandview which, under the proposed policy, would no longer be cleared.

We estimate this policy will reduce our costs by \$6 000 to \$7 000 per year. By eliminating the cleaning of some walks as outlined in the policy we will eliminate the need for a budget increase for the additional sidewalk added to the system.

In our discussions with Community Services, they suggested to us the City clear walks from seniors facilities to the nearest bus stop. We have not included this in the policy because it will involve clearing in front of some private property while adjacent property would not be cleared. It will also increase costs.

The attached drawings show the proposed sidewalk snow clearing routes and the changes from past practice.

#### **RECOMMENDATION**

Council is respectfully requested to approve the attached policy.



Gordon Stewart, P. Eng.  
 Public Works Manager

/blm

Att.

c Director of Engineering Services  
 Director of Community Services  
 Parks Manager  
 Social Planning Manager



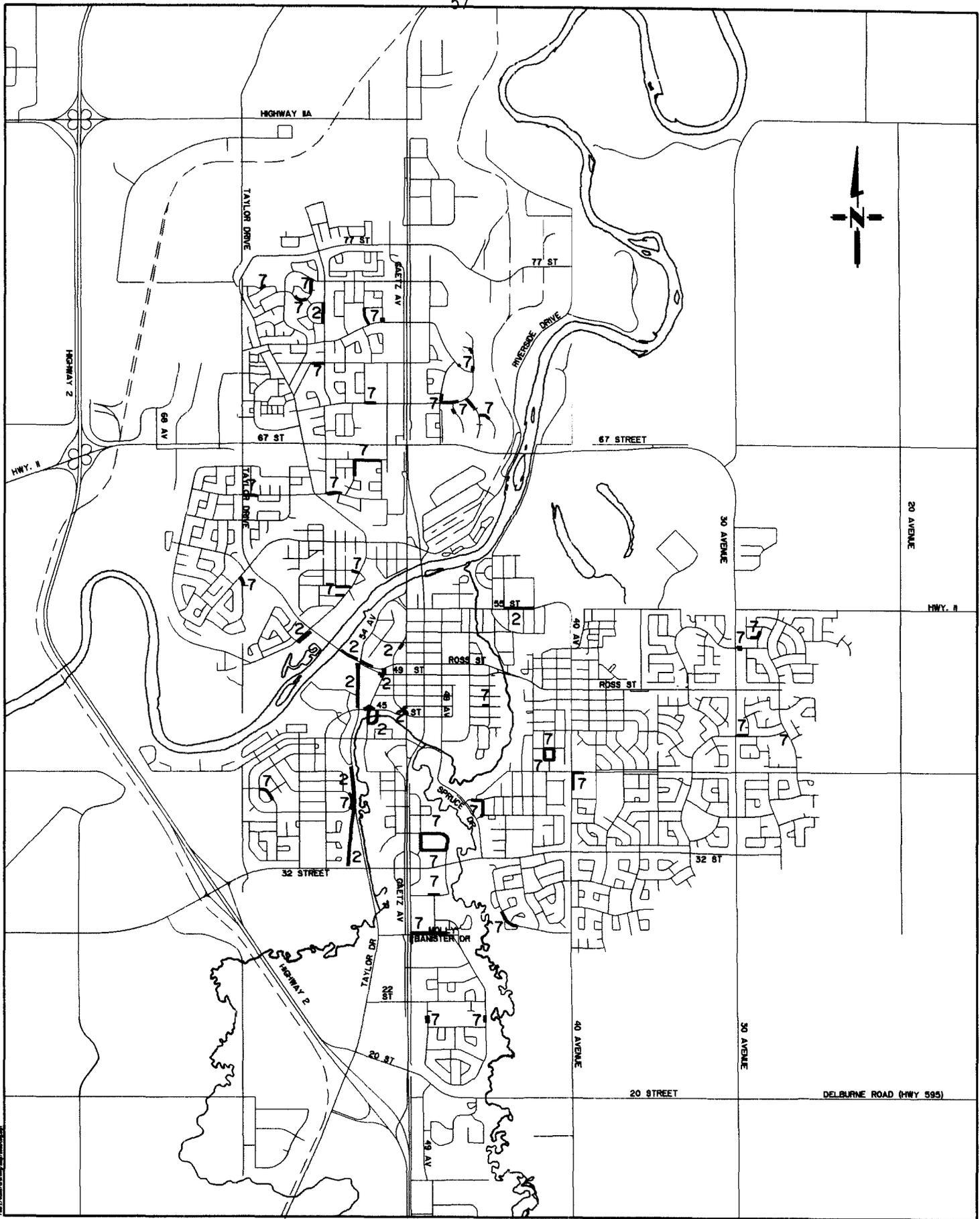
**Council Policy**

Department: <b>Public Works</b>		Page Number: <b>1 of 1</b>
<b>Policy Title: Sidewalk Snow Clearing</b>		<b>Policy Number:</b>
Approved By:	Date:	Revised:

**Purpose of Policy: To define which sidewalks the City will clear of snow.**

**Policy Statement**

1. The City shall undertake a sidewalk clearing program after each snow fall. All sidewalks generating a high volume of traffic which are also a route to a major facility such as Red Deer College, the hospital, etc., as outlined on the attached drawing, shall be cleared by City crews as soon as possible.
2. Sidewalks on land that would replace the road right-of-way, such as G.H. Dawe Community Centre along 67 Street, shall be cleared by City crews if there is high volume of pedestrian traffic.
3. Sidewalks that run through residential areas along City-owned right-of-ways where there is a low volume of pedestrian traffic shall be eliminated from the snow clearing map. Specific locations will be reviewed on an individual basis, if complaints are received.
4. Sidewalks in residential areas adjacent to a park or a reserve, as outlined on the attached drawing, shall be cleared only if there is a high volume of pedestrian traffic using these walks.
5. Clearing of sidewalks around senior care facilities and schools shall be the responsibility of the registered owners, not the City.
6. Downtown sidewalks shall be cleared by property owners or whomever is leasing the property at the time, as is outlined in the current bylaw.
7. Paved bicycle trails, such as the areas on 43 Street to Heritage Ranch and on 67 Street from Pameley Avenue to 55 Street, as outlined on the attached drawing, shall be cleared based on a high volume of pedestrian traffic.



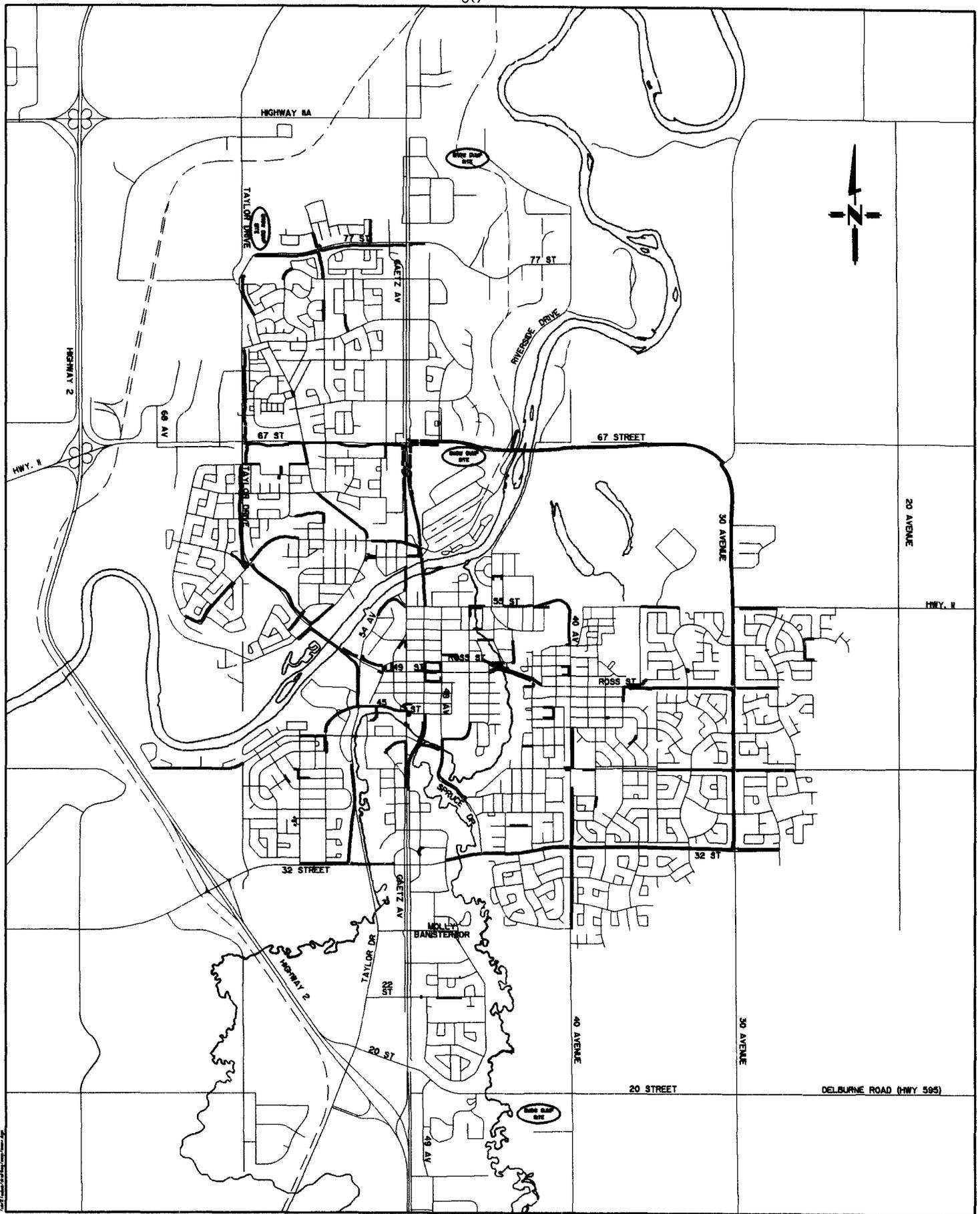
- ⊕ — SCHOOL
- ⊕ — HOSPITAL
- — SENIORS LODGE
- ⊙ — R.C.M.P. POLICE
- — FIRE HALL
- — CHANGES

THE CITY OF RED DEER  
 1993-94 CHANGES TO  
 SIDEWALK CLEARING

- 2 — ADDITION
- 7 — DELETION

SCALE 1:50,000

13-OCT-1993



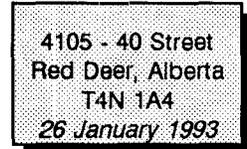
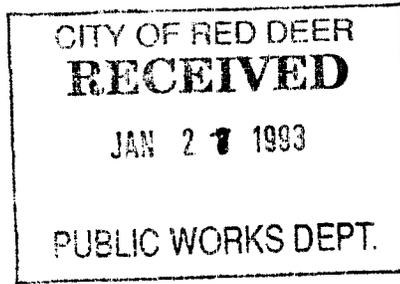
- ♣ — SCHOOL
- ⊕ — HOSPITAL
- ⊞ — SENIORS LOOGE
- ⊞ — R.C.M.P. POLICE
- — FIRE HALL
- PLOWED

THE CITY OF RED DEER  
 1993-94 SIDEWALK  
 SNOW CLEARING ROUTES

SCALE 1:50,000

13-OCT-1993

To the official in charge,  
Public Works Department,  
City of Red Deer



**To thank you for a job well done . . . !**

This is a brief note to express my gratitude for an excellent performance in clearing residential area sidewalks of snow.

I am referring specifically to the sidewalks which surround Grandview Park (40th Street on the south; 41st Avenue on the east; 42nd Street on the north and 42nd Avenue on the west.

Daily, I use those dimensions for my "constitutional" and it is a great boon for me to find the sidewalks, as a general rule, clear of snow. Five circuits of the park is my usual routine, and it certainly is a great improvement over using the roads, which sometimes become quite slippery due to the vehicular traffic.

In addition to expressing my gratitude, another reason is that I wish to assure the bobcat operator that his efforts are much appreciated, and certainly not in vain; and many other residents in addition to myself, make good use of the cleared walkways.

*Thank you again, and keep up the excellent work!*

A handwritten signature in black ink, appearing to read "T. J. Sheedy".

(T. J. Sheedy)

4105-40 Street,  
Red Deer, Alberta,  
T4N 1A4

57 McCullough Cres  
Red Deer, Ab.  
T4R 1S5  
10/27/93

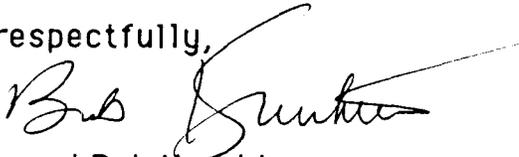
Mayor Gail Surkan  
City Of Red Deer  
Red Deer, Ab.

Your Worship:

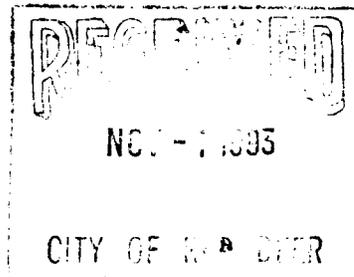
As an aging joggers we would like to express to you and city council how much we appreciate the snow removal during the winter months of city sidewalks. The service is wonderful because it permits people like us and hundreds of others in our part of the city to jog with relative safety (there is usually a little ice and snow on the walks even after they are plowed) in all months of our long winter.

The clearing of the walks is greatly and appreciated. Please continue it. We use the sidewalks on 39st. and 30th ave.

Yours respectfully,



Eveline and Bob Kruchten



Commissioners' Comments

We concur with the recommendations of the Public Works Manager.

"G. SURKAN"  
Mayor  
"M.C. DAY"  
City Commissioner

**DATE: NOVEMBER 9, 1993**  
**TO: PUBLIC WORKS MANAGER**  
**FROM: CITY CLERK**  
**RE: SIDEWALK SNOW CLEARING POLICY**

---

I would advise that your report dated October 13, 1993 pertaining to the above policy was presented on the Council Agenda of November 8, 1993.

At aforesaid meeting, Council passed the following motion approving said policy:

"RESOLVED that Council of The City of Red Deer hereby approves the Sidewalk Snow-Clearing Policy as presented to Council November 8, 1993 by the Public Works Manager."

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

A copy of the Policy will be sent to all Council Policy Manual holders under separate cover.

Trusting you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/clr

cc: Director of Engineering Services  
Director of Community Services  
Parks Manager  
Social Planning Manager  
Principal Planner

NO. 14

**DATE: November 1, 1993**  
**TO: City Clerk**  
**FROM: Director of Financial Services**  
**RE: 1993 ASSESSMENT REDUCTIONS**

---

The City Assessor has described in the attached report that actual 1993 property tax revenues are 1.2% less than the amounts budgeted. This reduction occurred because of:

- corrections made by the Assessors after the assessment roll was finalized, and
- assessment reductions made by the Court of Revision.

Of the \$525,376 property tax shortfall; \$171,457 or 33% was due to Assessor's errors and \$353,919 or 67% was due to Court of Revision changes. These amounts are in excess of provisions made for assessment reductions by the Court of Revision and Assessors' errors. The \$525,376 property tax shortfall represents 1.2% of the total 1993 property tax levy. As indicated by the City Assessor, Alberta Assessment Appeal Board decisions could increase the property tax shortfall by an additional \$200,000. If the final shortfall is \$725,376, it would represent 1.7% of the tax levy.

The shortfall in property tax revenue in 1993 will mean that even if revenue requirements for the various taxing authorities did not increase in 1994, a tax increase would result. In addition, of course, to pick up the 1993 revenue shortfall in 1994 would double the 1994 increase required.

The following chart discloses what the shortfall in the 1993 tax levy was for each of the taxing authorities and what the 1994 increase would be, including a recovery of the 1993 shortfall.

....2

City Clerk  
 November 1, 1993  
 Page 2

**SHORTFALL IN 1993 PROPERTY TAX COLLECTIONS  
 AND 1994 TAX INCREASE REQUIRED TO RECOVER  
 THE 1993 SHORTFALL AND THE BUDGETED LEVEL OF REVENUE**

<b>Taxing Authority</b>	<b>1993 Taxation Shortfall</b>	<b>Percent of 1993 Levy</b>	<b>1994 Increase Required</b>
Municipal Taxation	\$ 285,923	1.5%	3.0%
Provincial Education Levy	81,965	3.0%	6.0%
Public School	261,491	1.7%	3.3%
Separate School	65,468	1.5%	3.1%
Hospital District	1,710	1.6%	0% *
Planning Fund	5,337	1.6%	3.3%
Seniors' Foundation	7,563	1.6%	3.2%
Public Library	15,919	1.6%	3.2%
<b>Totals</b>	<b>\$ 725,376</b>	<b>1.7%</b>	<b>3.3%</b>

\* assumes no hospital requisition will be received in 1994.

City Council has a number of options regarding the shortfall in property tax collection.

City Clerk  
November 3, 1993  
Page 3

OPTIONS REGARDING THE ASSESSMENT SHORTFALL

Option	Description	Cost to the City	1994 Property Tax Increase	
			Residential	Non-Residential
1	City absorb the 1993 shortfall. Increase the 1994 tax rates to offset the assessment loss.	\$ 725,376	1.3%	1.6%
2	City absorb only the 1993 Municipal levy shortfall. Increase the 1994 tax rate to offset the assessment loss.	\$ 285,923	2.2%	2.8%
3	Increase 1994 tax rates to: <ul style="list-style-type: none"> <li>• recover the 1993 shortfall</li> <li>• offset assessment loss</li> </ul>	\$ 0	2.9%	3.4%

Option 3 is recommended. If this option was approved, it would mean individual taxpayers would experience an increase of 2.9% for residential and 3.4% for non-residential properties. In addition, of course, would be an increase to reflect increased revenue requirements by any of the taxing authorities. City Council's guideline for Municipal taxes is a 0% increase. If we assumed the school tax increase was 5% and all other tax increases were 0%, the total residential tax increase for 1994 would be 5.1%.

Recommended Action

That Council approved Option 3 in the report to:

- recover in 1994 the revenue shortfall for 1993, and
- increase the 1994 levy to offset the assessment loss.



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

AW/jt  
c. City Assessor

PATH: alan\memos\assesred.cik

**DATE:** 1 November 1993  
**TO:** Director of Finance  
**FROM:** City Assessor  
**RE:** 1993 PROPERTY RE-ASSESSMENT

---

The 1993 re-assessment program has now been completed to the conclusion of the Court of Revision. The only remaining statutory obligation that must be finalized is the Alberta Assessment Appeal Board. The final date of complaint for these appeals was October 29, 1993. There are approximately 43 complaints to be heard at some future date to be determined by the Board.

In completing the re-assessment and mailing the assessment and tax notices for the 16,000± taxable properties and 3,000± non-taxable properties, it became evident, when property owners reviewed their assessments, that some properties were assessed incorrectly. Some corrections were made pursuant to Section 63.1 of the *Municipal Taxation Act*. Corrected assessment notices were then mailed to these accounts. Other property owners, in reviewing their assessments, were not satisfied with the valuation and lodged complaints to the Court of Revision. Some 600 properties were appealed at this time. Courts were scheduled for September 13 to 28, 1993. Of the 600±, approximately 400 were dealt with by the Court, and approximately 20% were represented in person by owner(s) or agents. As a result of assessors' recommendations, Court of Revision members' decisions to reduce and/or confirm the assessment, and the changes made by Section 63.1 as referred to earlier, a reduction of \$525,376 tax dollars that had been budgeted were refunded. This represents approximately 1.2% of the total 1993 taxes. The breakdown is \$202,676 Municipal and the balance from school and other requisitioning authorities.

We anticipate that a further deletion of \$200,000 total tax dollars may result from the Alberta Assessment Appeal Board decisions to come, probably during the 1994 calendar year, but reflect to the 1993 assessment and consequential 1993 taxes.



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

AK/ngl

Commissioner's Comments

I recommend that Council support Option 2, which provides that the City absorb the shortfall in municipal revenue for 1993 in exactly the same way we would have absorbed an unintentional surplus. The shortfall would be funded from operation reserves, to which we have also contributed unbudgetted surpluses for at least the last ten years.

Option 2 does provide for the full 1993 shortfall in collections for other requisitioning authorities (eg the School Boards) to be collected in 1994 along with an increase to permanently adjust the basic requisition to the appropriate level. This increase may or may not end up being reflected as a tax increase dependent on Council's decision at budget time.

"G. SURKAN"  
Mayor

Commissioner's Comments

I would concur with the recommendations of the Director of Financial Services that we recover the 1993 shortfall and increase the 1994 levy to offset the assessment loss, as outlined in Option #3. This is in keeping with Council's intent of a 0% tax increase. Either of the other alternatives effectively represent a tax decrease, at least for 1993. In the present financial circumstances of reduced Provincial funding and retroactive grant decreases, I believe that not redressing the reduction in revenues resulting from the reduced assessment is too much to absorb at the same time as the Provincial reductions, particularly the effect of the reduced interest subsidy.

"M.C. DAY"  
City Commissioner

**DATE: NOVEMBER 9, 1993**  
**TO: DIRECTOR OF FINANCIAL SERVICES**  
**FROM: CITY CLERK**  
**RE: 1993 ASSESSMENT REDUCTIONS**

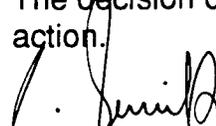
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Your report dated November 1, 1993 pertaining to the above matter received consideration at the Council Meeting of November 8th and at which meeting Council passed the following motion:

"RESOLVED that Council of The City of Red Deer, having considered report dated November 1, 1993 from the Director of Financial Services re: 1993 Assessment Reductions, hereby approves proceeding with Option "2" as outlined in said report and as presented to Council November 8, 1993."

Option "2" provides that the City absorb only the 1993 Municipal levy shortfall and increase the 1994 tax rate to offset the assessment loss.

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

  
C. SEVCIK  
City Clerk

CS/clr

cc: City Commissioners  
City Assessor

NO. 15

DATE: 3 November 1993

FILE NO. 91-1620

TO: City Clerk

FROM: Bylaws and Inspections Manager

RE: **MOBILE HOME LICENSING**

---

The mobile home licensing account has budgeted revenue of \$312,512 for 1993; however, each year our uncollectible accounts have been increasing: 1991 - \$8,591, 1992 - \$25,836, 1993 - \$46,700. Our major problem has been Northwood Estates which has the majority of the uncollectible accounts (1993 - \$37,100). We have tried a number of methods of collecting these monies, none of which work particularly well. This increase will continue, no doubt, as people become aware of the problem the City is having in collecting. To deal with our present problem, which has increased dramatically, we have contacted the City Solicitor's office and Mr. Riebeek is of the opinion that we can seize the individual mobile homes that are in arrears on the license fees. If the fees are not paid, then the mobile home could be sold by public auction. The Provincial Government has indicated that they are working on methods to deal with our concerns, which every other municipality with mobile home parks share.

The ownership of the individual mobile homes in Northwood Estates has always been, in our opinion, questionable, as many of them are purchased on a "rent to own" program. Mr. Sidorsky, the owner of Northwood Estates, has informed us on numerous occasions that neither he nor his company are the owner of the unit; the renter is the responsible party. If we follow up on Mr. Riebeek's suggestion, however, and begin seizing and selling the units in arrears, then Council will, no doubt, hear from Mr. Sidorsky.

The intent of this memo is to inform Council of our options and to request their approval of our proposed plan for collection of the license fees, which involves the following:

1. Mobile home license fee notice is sent out January 1, requesting payment by March 31; second request is sent if payment not made.
2. If payment is not received within 30 days, the Sheriff is contracted and a seizure put on the mobile home.
3. If, after fourteen (14) days the payment is not received, the mobile home can be removed and sold at public auction.

In a related matter, the attached letter has been sent to the residents of Northwood Estates by the owner of the property. In the letter the statement is made, "...we are forced to increase our lot

## MOBILE HOME LICENSING

November 1, 1993

Page 2

rents. Although this does not fully cover our cost...". Our calculations show quite a different conclusion.

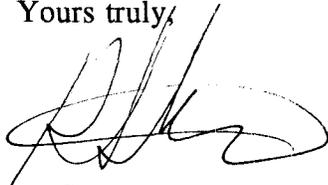
Previous taxes	-	\$56,373
1993 tax levy	-	<u>\$81,411</u>
Difference		\$25,038 (44% increase)

(This 44% increase is due almost entirely to reassessment, not a 44% tax rate increase.)

Total number of stalls	-	346
Number of stalls occupied	-	309
Monthly increase (based on 309 occupied)	-	\$6.75
Monthly increase (based on total no. of stalls)	-	\$6.03

We recommend that the residents of the park should be informed of the actual amount of increase due to taxes. Attached is a letter that could be sent to the residents.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

NORTHWOOD ESTATES MOBILE HOME PARK  
#347, 5344 - 76 STREET  
RED DEER, ALBERTA  
T4P 2A6

October 26, 1993

Dear Tenant:

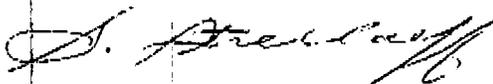
You have probably heard through the newspaper and Television stations that the City of Red Deer re-assessed all properties resulting in a 50% increase in property taxes for Northwood Estates.

We appointed Newell Smelski, a Property Tax consulting firm, to appeal and complain about the increase, but they were unable to adjust the assessment. Unfortunately, because of this, we are forced to increase our lot rents. Although this does not fully cover our cost, our concern is to keep the rents as low as possible.

In accordance with the Mobile Homes Tenancy Act, we are giving you 180 days notice required for increasing the lot rent \$15.00 per month, effective May 1, 1994. It should be noted that if you are presently on a lease, your increase will become effective at the expiration of your lease.

We are enclosing a form letter of complaint that we request you sign and send to the Mayor of Red Deer.

**NORTHWOOD ESTATES, A DIVISION OF  
LANSDOWNE EQUITY VENTURES LTD.**



Property Manager



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

Dear Sir/Madam:

We have been made aware that the owners of Northwood Estates are justifying an increase in lot rental on the increase of property tax levied by the City. The increase in taxes on per lot basis is as follows:

1993 property tax -	\$81,411
1992 property tax -	<u>\$56,373</u>
	\$25,035 (44% increase)

This increase is due almost entirely to an increase in assessment, not a general tax rate increase.

Number of lots occupied is 309, for a monthly increase of \$6.75.

Total lots in the park are 346, for a monthly increase of \$6.03.

While some of the increase of the lot rental can be justified by the increase in property taxes, the bulk of the increase, in excess of \$8/month, must be for other reasons, an explanation of which may be requested from the Park Management.

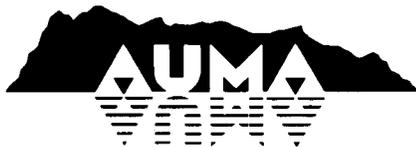
Yours truly,

R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs



*a delight  
to discover!*



## Alberta Urban Municipalities Association

8712 105 Street, P.O. Box 4607, Station S.E., Edmonton, Alberta T6E 5G4  
Tel: (403) 433 4431 • Toll Free: 1 800 661 2862 • Fax: 433 4454

October 21, 1993

Mr. Kelly Kloss, Asst City Clerk  
City of Red Deer  
P.O. Box 5008  
Red Deer, AB T4N 3T4

Dear Mr. Kloss:

Re: Mobile Home Licensing Fees

Further to your letter, please be advised that an AUMA focus group met with representatives of Municipal Affairs to discuss mobile home license fees.

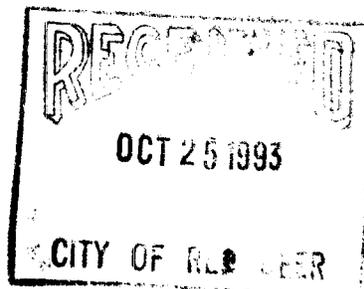
The Government has subsequently advised us that this matter will be addressed in the new Municipal Government Act, which is to be introduced in the spring of 1994. The Honourable Dr. Steve West confirmed this action in his comments at our recent annual convention.

We will now await introduction of the new bill to ensure that it complies with your needs. Thank you for taking the time to inform us of your concerns.

Sincerely,

Mayor William F. Purdy  
President

/rs



Commissioners' Comments

The attached report from the Bylaws & Inspections Manager outlines the serious nature of the problem associated with the collection of mobile home license fees. This problem is not unique to Red Deer and is one faced by all municipalities and we have had assurances that the Government will amend the legislation sometime in the future to solve this problem. In the meantime, however, as can be seen, we are experiencing ever increasing problems with uncollectible accounts. The effect of this is that not only is the City losing a substantial amount of revenue, but many people are effectively avoiding paying what is in reality their share of property taxes. We would, therefore, concur with the recommendations of the Bylaws & Inspections Manager with respect to his proposed procedure for the collection of these "license fees" for 1994. However, we would further recommend that Council approve the immediate implementation of the procedure for outstanding 1993 license fees.

With respect to the second matter, the letter from the Property Manager of the Northwood Estates Mobile Home Park, we have received 34 letters to date (attached) from residents of this Park. We believe that the letter from the Property Manager is misleading and would request Council approval to deliver to each tenant of the Park a copy of the letter prepared by the Bylaws & Inspections Manager which is attached.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

279-9702

LANSDOWNE EQUITY VENTURES LTD.  
#295 2880 - GLENMORE TRAIL S.E.  
CALGARY, ALBERTA T2C 2E6

236-1539 FAX

PENBROOKE HERITAGE ESTATES

NORTHWOOD ESTATES

CANADIAN HERITAGE HOMES

OKOTOKS HERITAGE ESTATES

SOUTHRIDGE ESTATES

INTERNATIONAL MODU-HOMES

JENMAR PLACE MOBILE HOME PARK

GOLDEN WEST TRAILER PARK

FAX COVER MEMORANDUM

DATE Nov. 08/93 TIME SENT 4:00 PM

FAX NO. 1-346-6195 PHONE NO. 1-342-8155

TO: GAIL SURKAN, MAYOR

COMPANY NAME: CITY of RED DEER

CITY: RED DEER PROVINCE: ALBERTA

MESSAGE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FROM: BRIAN SIDORSKY

COMPANY NAME: LANSDOWNE EQUITY VENTURES LTD.

TOTAL # OF PAGES (11) (INCLUDING THIS COVER SHEET)

(Copy)

**Hess DeVries Meronek**  
Barristers and Solicitors  
405, 1167 Kensington Crescent N.W.  
Calgary, Alberta T2N 1K7  
Telephone: (403) 299 - 9175 Fax: (403) 299 - 9172

Richard W. DeVries \*  
Direct Line: (403) 299 - 9177  
Secretary: (403) 299 - 9176

TELECOPIER COVER LETTER

DATE: November 8, 1993  
FILE NUMBER: 16318 RWD  
TO: Lansdowne Equity Ventures Ltd.  
ATTENTION: Brian Sidorsky  
TELECOPY NUMBER: 236-1539

THE TOTAL NUMBER OF PAGES BEING SENT IS 10, INCLUDING THIS COVER PAGE.

IF YOU DO NOT RECEIVE ALL PAGES, PLEASE CONTACT OUR OFFICE IMMEDIATELY.

THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED, AND MAY CONTAIN INFORMATION THAT IS PRIVILEGED, CONFIDENTIAL AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. ANY OTHER DISTRIBUTION, COPYING OR DISCLOSURE IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS MESSAGE IN ERROR, PLEASE NOTIFY US IMMEDIATELY BY TELEPHONE AND RETURN THE ORIGINAL TRANSMISSION TO USE BY MAIL WITHOUT MAKING A COPY.

**Hess DeVries Meronek**  
Barristers and Solicitors  
405, 1167 Kensington Crescent N.W.  
Calgary, Alberta T2N 1X7  
Telephone: (403) 299 - 9175 Fax: (403) 299 - 9172

Richard W. DeVries \*  
Direct Line: (403) 299 - 9177  
Secretary: (403) 299 - 9175

Your File:  
Our File: 16318 RWD

November 8, 1993

BY FACSIMILE

Lansdowne Equity Ventures Ltd.

ATTENTION: Mr. Brian Sidorsky

Dear Sir:

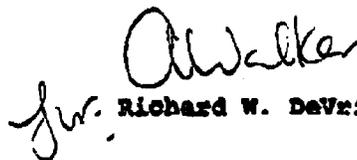
Re: City of Calgary

Further to your telephone conversation with the writer's secretary, we enclose herewith the following:

1. Judgment Roll entered February 26, 1993;
2. Memorandum of Judgment Delivered From the Bench, heard January 27, 1993;  
and
3. Order dated April 15, 1992.

Should you wish to discuss the foregoing, please do not hesitate to contact the writer.

Yours faithfully,

  
Richard W. DeVries

RWD/aew  
Enclosure

**IN THE COURT OF APPEAL ALBERTA  
JUDICIAL DISTRICT OF CALGARY**

**APPEAL NUMBER 13343**

**THE HONOURABLE MR. JUSTICE R.P. KERANS  
THE HONOURABLE MR. JUSTICE A.M. HARRADENCE  
THE HONOURABLE MR. JUSTICE H.L. IRVING**

**BETWEEN:**

**CANADIAN HERITAGE HOMES, a division of  
LANSLOWNE EQUITY VENTURES LTD.**

**Appellant  
(Respondent)**

**- and -**

**THE CITY OF CALGARY**

**Respondent  
(Applicant)**

**JUDGMENT ROLL**

**THE APPEAL** from the decision of the Honourable Mr. Justice Montgomery dated April 15, 1992 and filed on May 25, 1992, having come on for hearing before this Honourable Court on January 27, 1993, in the presence of counsel for the Appellant and counsel for the Respondent, and Judgment having been delivered on that date: **IT IS HEREBY ORDERED THAT:**

1. The Appeal is allowed.
2. The Appellant shall have costs.

3<sup>rd</sup> FLOOR



Registrar of the Court of Appeal

Approved as to form and content:

Richard DeVries  
Hess DeVries Meronek  
Solicitor for the Appellant

ENTERED this 26 day  
of February 1993.

Registrar at Calgary



Leila J. Gosselin  
City of Calgary - Law Department  
Solicitor for the Respondent

Appeal No. 13343

A.D. 1993

IN THE COURT OF APPEAL OF ALBERTA  
JUDICIAL DISTRICT OF CALGARY

BETWEEN:

CANADIAN HERITAGE HOMES,  
a division of LANSDOWNE  
EQUITY VENTURES LTD.

Appellant  
(Respondent)

- and -

THE CITY OF CALGARY

Respondents  
(Applicant)

JUDGMENT ROLL

D.O. Kvemshagen, Q.C.  
City Solicitor  
City of Calgary Law Department  
12th Floor  
800 Macleod Trail S.E.  
Calgary, Alberta  
T2P 2M5

COURT OF APPEAL  
FEB 26 1993  
ALBERTA

*Box 7*

Leila J. Gosselin  
Barrister and Solicitor

File No. L 3151

IN THE COURT OF APPEAL OF ALBERTA  
CALGARY CIVIL SITTINGS  
Heard January 27, 1993

---

	<u>COUNSEL</u>	<u>TRIAL JUDGE</u>	<u>COURT</u>
CANADIAN HERITAGE HOMES; A DIVISION OF LANSDOWNE EQUITY VENTURES LTD.	R.W. Devries	Montgomery, J.	KERANS, J.A. HARRADENCE, J.A. IRVING, J.A.
Appellant			
- and -			
CITY OF CALGARY	L. J. Gosselin		
Respondent			

APPEAL #13343

---

MEMORANDUM OF JUDGMENT  
DELIVERED FROM THE BENCH

---

KERANS, J.A. (for the Court):

The question before us is what shall be the licence fee, or tax, under s. 286(1) of the Municipal Government Act in respect of an occupied mobile home in a mobile home park.

The City takes the position that the charges provided for in that section are the burden of the owner of the mobile home. The appellant contends that, properly understood, the section places the burden of payment on the occupant. Often, of course, the two are the same. Sometimes they are not, and the issue is joined.

- 2 -

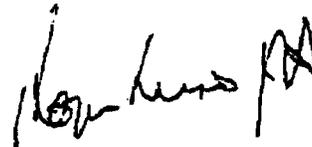
The learned chambers judge accepted the argument of the City. In our view, s. 236(1)(e) offers a complete answer. It defines "owner", for the purposes of the section, as any person in "lawful possession. Without more, the statute points to occupancy.

Counsel for the City urges that other provisions in the section would become meaningless if we accept that version. We find, to the contrary, that everything fits together. She also argues that the tax scheme under review is analagous to the taxation of multiple-residence dwellings. In that case, she points out, the rates are payable by the owner, not the individual tenants or occupants.

The great difference between that scheme and the scheme expressed in s. 236 is this: s. 236 imposes a tax, or licence fee, in respect of occupancy. If there is nobody occupying the home, there are no licence fees. And, that being the case, it would not be surprising to suppose that, if the change is in respect of occupancy, it is to be paid by the occupant.

She lastly makes the point that this interpretation would deprive the City of a right of distraint against the mobile home unit itself. I suspect she may be right. But her complaint there has to be addressed to the Legislature of Alberta.

We allow the appeal, and grant the appellant the order sought.



IN THE COURT OF QUEEN'S BENCH OF ALBERTA  
JUDICIAL DISTRICT OF CALGARY

IN THE MATTER OF THE MUNICIPAL GOVERNMENT ACT,  
C. M-26 OF THE REVISED STATUTES OF ALBERTA, 1980

BETWEEN:

THE CITY OF CALGARY

Applicant

- and -

CANADIAN HERITAGE HOMES, a division  
of LANSDOWNE EQUITY VENTURES LTD.

Respondent

BEFORE THE HONORABLE ) At the Court House, in Calgary,  
MR. JUSTICE MONTGOMERY ) Alberta, on Wednesday, the 15th day  
IN CHAMBERS ) of April, 1992.

ORDER

UPON THE APPLICATION of the Applicant; AND UPON having read  
submissions of Counsel and having heard argument;

IT IS HEREBY ORDERED that the application be granted and a declaration hereby made that "owner" as defined in section 236(1)(e) of the Municipal Government Act, R.S.A. 1980, Chapter M-26 means the legal owner of the mobile unit.

J.C.Q.B.A.

ENTERED this            day  
of                   , 1992  
Clerk of the Court

Approved as to form and content:

\_\_\_\_\_  
Lella J. Gosselin  
City of Calgary, Law Department  
Solicitor for the Applicant



\_\_\_\_\_  
R.W. DeVries  
Hess DeVries Meronek  
Solicitor for the Respondent

Action No. 9201-0J237

A.D. 1992

---

IN THE COURT OF QUEEN'S BENCH  
OF ALBERTA  
JUDICIAL DISTRICT OF CALGARY

---

BETWEEN:

THE CITY OF CALGARY

Applicant

- and -

CANADIAN HERITAGE HOMES, a division  
of LANSDOWNE EQUITY VENTURES LTD.

Respondent

=====

ORDER

=====

D. O. Kvemshagen, Q.C.  
Barrister and Solicitor  
12th Floor  
800 Macleod Trail S.E.  
Calgary, Alberta  
T2P 2M5

---

Leila J. Gosselin  
Barrister and Solicitor

File No. : L 3151

October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8



Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. ~~For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.~~

Yours very truly,

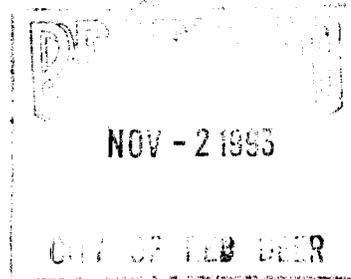
*I SCRATCHED OUT SOME LINES OF THIS LETTER SINCE I FEEL IT ATTACKS A CITY COUNCIL I RESPECT VERY MUCH. PLEASE TAKE NOTICE OF MY COMMENTS BELOW.*

**Tenant(s) of Northwood Estates**

*I REALLY FEEL THE INCREASE IS UNFAIR, HOWEVER, I WOULD NOT MIND THE INCREASE IF IT RESULTED IN THE CITY BECOMING MORE AGGRESSIVE IN ENSURING THAT THE LANDLORD OF NORTHWOOD ESTATES MEETS REQUIREMENTS IN TERMS OF MAINTENANCE AND CARE OF THE PARK. I AM TRYING TO MOVE OUT OF THIS PARK (WAITING TO SELL FOR QUITE SOME TIME - PEOPLE NOT WILLING TO PURCHASE IN THIS PARK). I LOVE THE CITY OF RED DEER (CLEAN AND UNIQUE PLACE TO LIVE), HOWEVER, I AM EMBARRASSED ABOUT WHERE I LIVE (NORTHWOOD ESTATES). THERE MUST BE SOMETHING THE CITY CAN DO ABOUT A LANDOWNER WHO OPERATES ON THE VERY MINIMUM REQUIREMENTS AND ON THE FINE LINE OF LEGALITY.*

October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8



Dear Mayor Surkan:

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Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Rudolf Krugler  
Ella Krugler

Tenant(s) of Northwood Estates

With that increase of \$30<sup>00</sup> within  
one year is too much for pensioners  
and no roads to speak of —

October 26, 1993

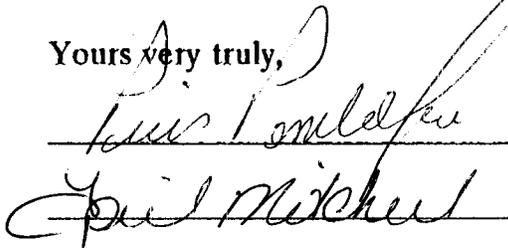
Mrs. Gail Surkan  
Mayor of Red Deer  
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RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

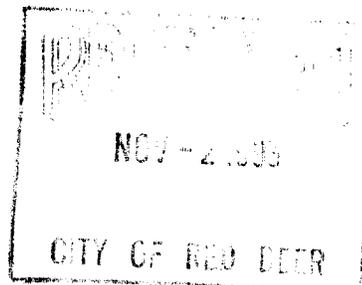
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Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_  
Paul Mitchell

Tenant(s) of Northwood Estates



October 26, 1993

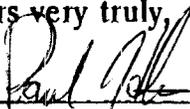
Mrs. Gail Surkan  
Mayor of Red Deer  
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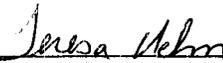
Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_

  
\_\_\_\_\_

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

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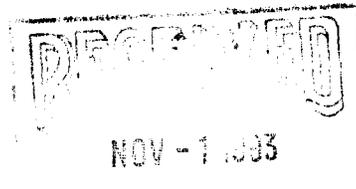
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Harold Baughman

Robert Baughman

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

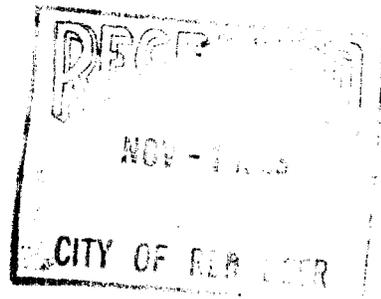
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Yours very truly,

*William H. Holland*  
*Coral A. Holland*

Tenant(s) of Northwood Estates



October 26, 1993

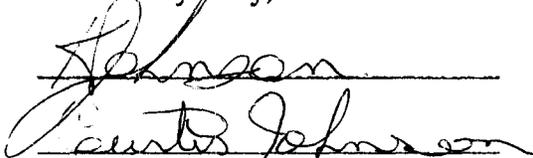
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

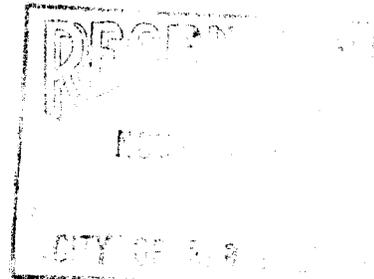
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Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
Curtis Johnson

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

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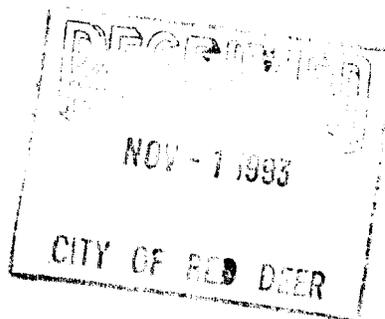
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Yours very truly,



---

Tenant(s) of Northwood Estates



October 26, 1993

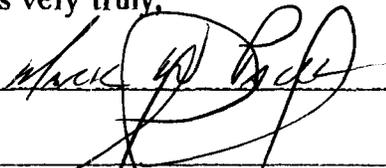
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Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

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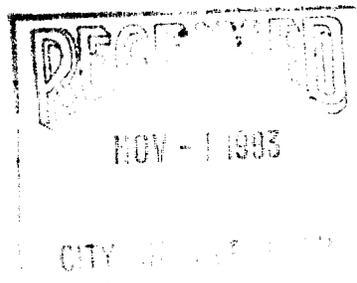
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,



A handwritten signature in black ink, appearing to read "Mark G. Gede", is written over two horizontal lines.

Tenant(s) of Northwood Estates



October 26, 1993

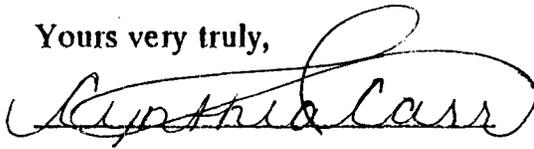
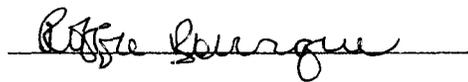
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

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Yours very truly,

Tenant(s) of Northwood Estates

October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

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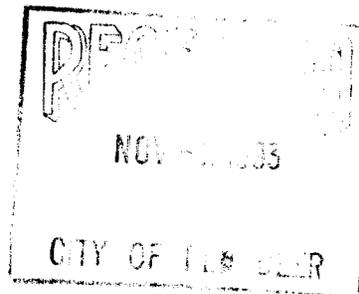
Yours very truly,

*Thomas Oat*

*Barbara Oat*

#257

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

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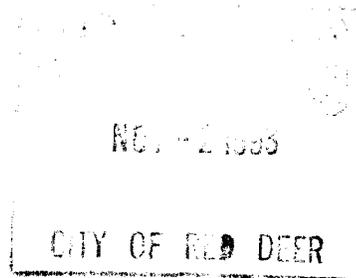
Yours very truly,

Herron L. Truscott

Thelma E Truscott

# 3

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

*Alan Dwyer*

*Dean Dwyer*  
#22.

Tenant(s) of Northwood Estates



October 26, 1993

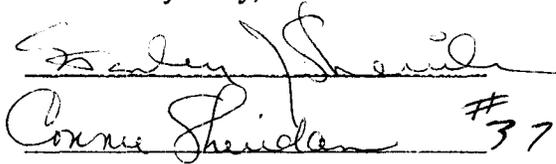
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

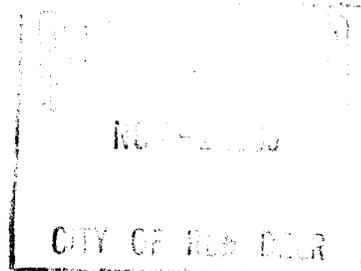
I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
Conne Sheridan # 37

Tenant(s) of Northwood Estates



October 26, 1993

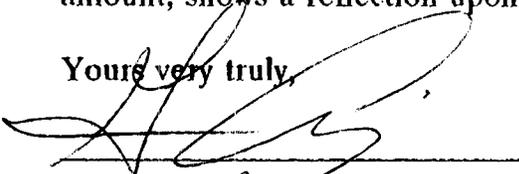
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

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Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

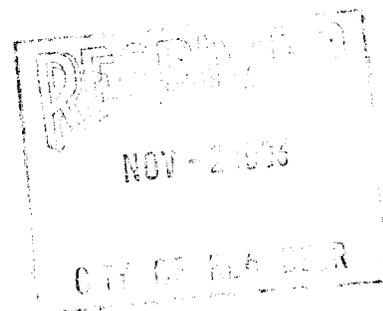
Yours very truly,



GENE ASAS

# 49

Tenant(s) of Northwood Estates



October 26, 1993

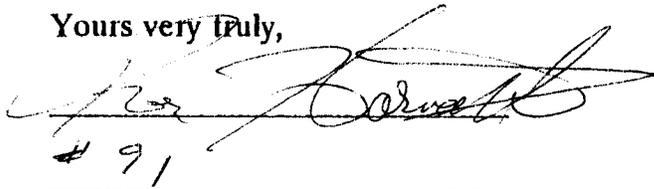
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
# 91

Tenant(s) of Northwood Estates

RECEIVED  
OCT 27 1993

October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

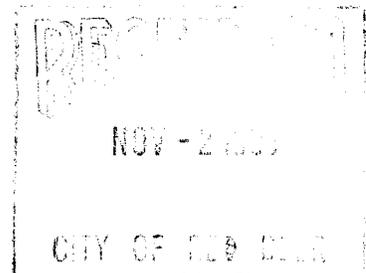
I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Lorne Campbell  
Janie L. Campbell  
# 118

Tenant(s) of Northwood Estates



October 26, 1993

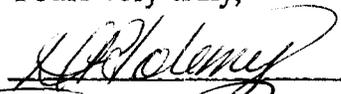
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

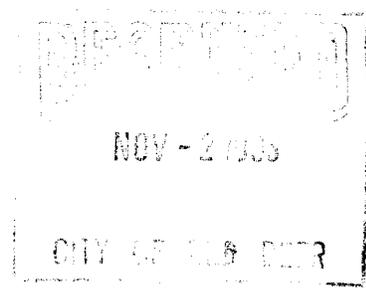
I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_  
  
\_\_\_\_\_

131  
Tenant(s) of Northwood Estates



October 26, 1993

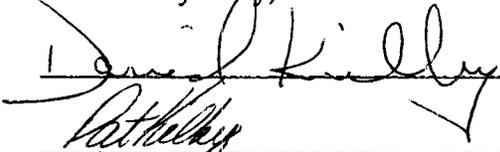
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_

# 137

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

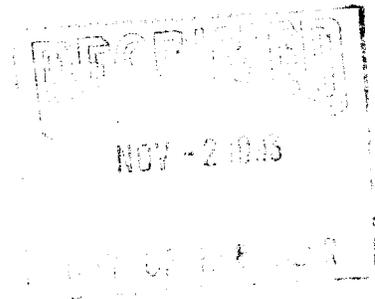
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

A. Turkwood

152-5344-7628

Tenant(s) of Northwood Estates



October 26, 1993

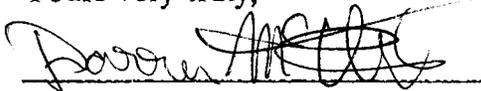
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,



#166

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

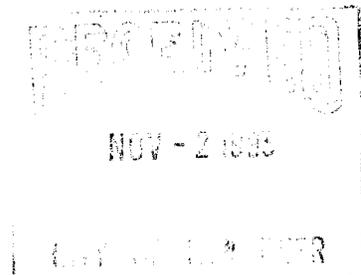
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Melba Desautels

#181

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Gwen Campbell

18-1 NWE

Tenant(s) of Northwood Estates



October 26, 1993

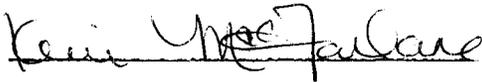
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

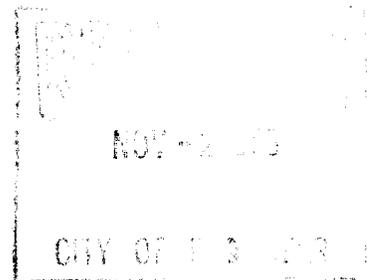
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,



#192

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,



# 200

Tenant(s) of Northwood Estates

RECEIVED  
OCT 27 1993  
CITY OF RED DEER  
COMMUNITY DEVELOPMENT DEPARTMENT

October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

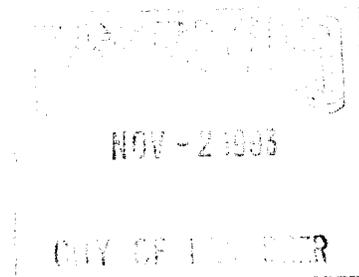
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_

#203  
\_\_\_\_\_

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

A handwritten signature in black ink, appearing to be "Brett", written over a horizontal line.

207 - 5344 - 76 SA.

Tenant(s) of Northwood Estates

October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

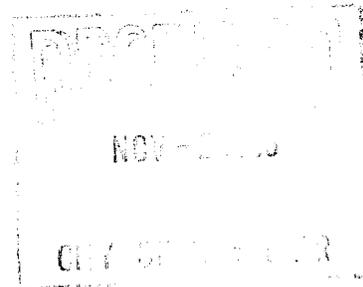
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

*Wendy Rutledge*

#237

Tenant(s) of Northwood Estates



October 26, 1993

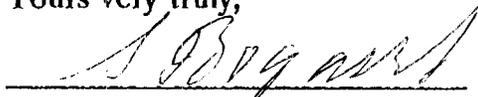
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_  
SAM BLOGAERT  
# 249

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

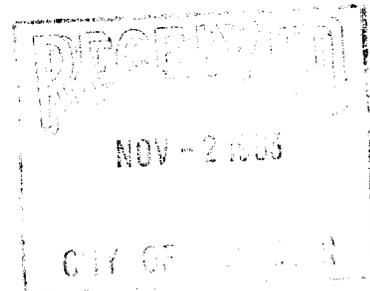
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Helen Mottl

250 - 5344 - 76 St.

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

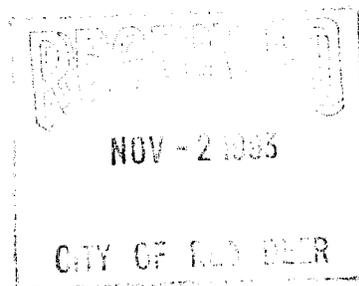
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

*Carita Temple*

#253, 5344 76 ST.

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Jim & Maryanne

Nutbrown

# 269

Tenant(s) of Northwood Estates

RECEIVED  
OCT 27 1993  
MAYOR'S OFFICE

October 26, 1993

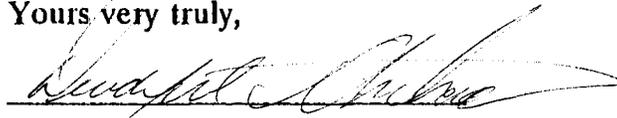
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

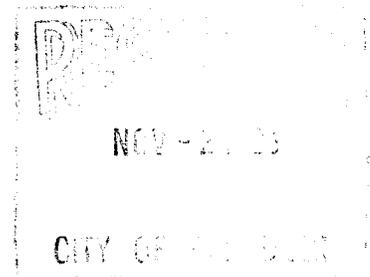
I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
#315

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

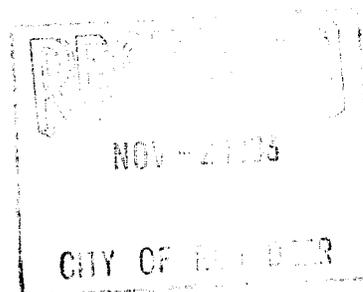
Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

*[Handwritten Signature]* . 326.

\_\_\_\_\_

Tenant(s) of Northwood Estates



135 Northwood Estates  
Red Deer, AB T4P 2A6

October 26, 1993

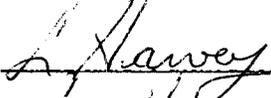
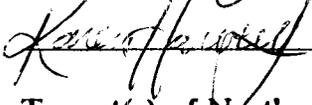
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

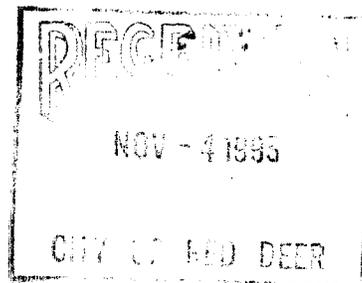
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Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_  
  
\_\_\_\_\_

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Windmill Holdings Ltd.

Spencer W. Winkler

Tenant(s) of Northwood Estates

K. Hutton  
180. 5344 - 76 St  
Red Deer, AB T4P 2A6

October 26, 1993

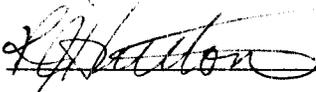
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

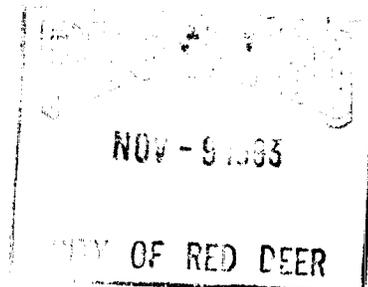
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Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_  
  
\_\_\_\_\_

Tenant(s) of Northwood Estates



S. Howe  
334, 5344-76 St  
Red Deer, AB T4P 2S6

October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

S. Howe G. Howe

334 5344-76 St

Tenant(s) of Northwood Estates

Year	Amount	License	Utilities
89	} 250.00		group all the time
90			
91	295.00	90 570.46	It gets harder & harder to make ends meet
92	310.00	91 525.81	
93	"	92 557.61	Old age pension, doesn't go up. Start making a little
Nov 94	335.00	93 588.09	

Could you please explain why the license always varies with the amount of the same

October 26, 1993

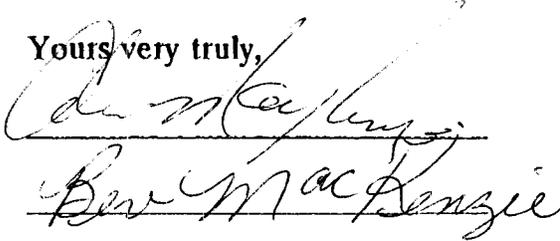
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

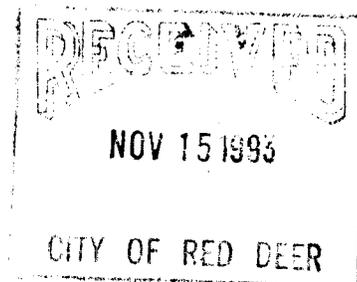
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Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
Bob MacKenzie

Tenant(s) of Northwood Estates



October 26, 1993

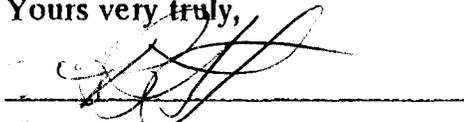
Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

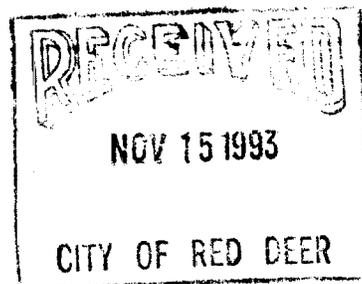
I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

  
\_\_\_\_\_  
June Deduca

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

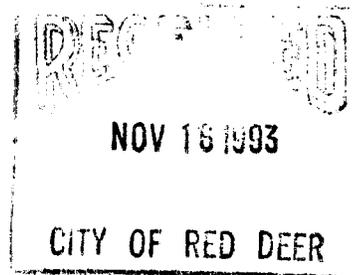
I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Lloyd A Brown  
Vida McLeod

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

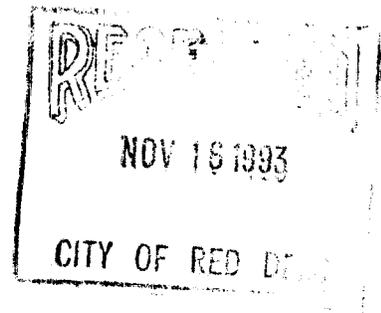
Yours very truly,

Shelley Gislason

Pete Gillson

# 162

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

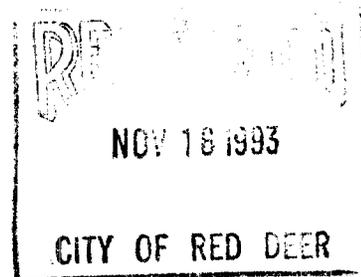
I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Jack Kyle  
Shonda Jupp Kyle  
# 11

Tenant(s) of Northwood Estates



October 26, 1993

Mrs. Gail Surkan  
Mayor of Red Deer  
4918 - 48 Avenue  
RED DEER, Alberta  
T4N 1S8

Dear Mayor Surkan:

I am a tenant of Northwood Estates and we have recently received a lot rent increase which reflects the increase in our property taxes of approximately 50%.

Please accept this letter of protest against this substantial and unfair increase. For you to have increased the property taxes in one year by this amount, shows a reflection upon the incompetency of our elected officials.

Yours very truly,

Mr and Mrs R Jones

# 327

Tenant(s) of Northwood Estates

We strongly disagree with the increase in taxes especially when it is 50%. It is a ridiculous amount as we all are being asked to show restraint. It is like putting a extra tax on each of us tenants as the increase is passed on to us by an increase in rents. Most of us our wages at work are not on the increase but a decrease, 5% roll backs. We are being taxed to death, Municipally, Locally and Provincially. Wages are not increasing and our wages are use to survive for shelter, not for vacations or extra luxuries. The last election sent a strong message to governments, they are tired and fed up with politicians etc and no jobs are safe. Please listen to the people as they employ you (you don't employ them.)

**DATE: NOVEMBER 9, 1993**  
**TO: BYLAWS AND INSPECTIONS MANAGER**  
**FROM: CITY CLERK**  
**RE: MOBILE HOME LICENSING**

---

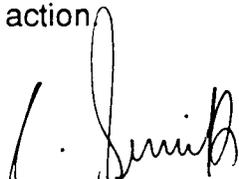
Your report dated November 3, 1993 pertaining to the above matter was considered by Council November 8, 1993 and at which meeting Council passed the following motion:

"RESOLVED that Council of The City of Red Deer, having considered report dated November 3, 1993 from the Bylaws and Inspections Manager re: Mobile Homes Licensing, hereby approves the proposed procedure for the collection of these license fees for 1994 and the immediate implementation of said procedure for outstanding 1993 license fees.

Council further authorizes the delivery to each tenant of the Northwood Estates Mobile Home Park, a copy of the letter prepared by the Bylaws and Inspections Manager, and as presented to Council November 8, 1993."

During the discussion on this item, Council verbally agreed with your suggestion to include additional information with your letter to be delivered to each tenant of the Northwood Estates Mobile Home Park in answer to many of the questions raised by the tenants. As noted at the Council Meeting, many of the tenants do not understand why we collect a license fee, what it is for, arrangements for payment, etc.

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



C. SEVCIK  
City Clerk

CS/clr

cc: City Commissioners

**DATE:** November 1, 1993  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE: LIDS ON COMMERCIAL GARBAGE CONTAINERS**

---

At the request of Council, we have looked into the desirability of requiring all commercial garbage containers to be equipped with a lid.

For the information of Council, we are attaching a letter from Laidlaw Waste Systems Ltd.

There are presently 1 069 containers being used in The City of Red Deer. Of these, 538 are equipped with lids. The extra cost to the customer of a lid, as outlined in the Utility Bylaw, is \$5.81 per month.

In the last year we have received 2 or 3 complaints related to blowing garbage, or similar complaints, which could likely have been prevented if the bin had a lid and it was closed. Most of the complaints received with regard to bins are because they are overfull or garbage is not being placed in the bin. Several businesses lock the lids on their bins because others have been using the bins and overfilling them. Overall, we only receive 2 to 4 complaints per month on messy garbage conditions and these would include residential complaints.

We have contacted Edmonton, Calgary, Medicine Hat, Grande Prairie, Lethbridge and Fort Saskatchewan as to whether they require lids on commercial bins and have found that Edmonton, Grande Prairie and Fort Saskatchewan do require lids while Calgary, Lethbridge and Medicine Hat do not require lids.

Council has three options to consider.

1. Leave the bylaw unchanged.
2. Amend the bylaw to require businesses to have a lid on their bins.
3. Provide the Director of Engineering Services with the authority to require a bin lid if, in his opinion, there exists a problem which would be solved by requiring a lid on a bin.

**RECOMMENDATION:**

We would respectfully recommend that no change be made to the bylaw at this time.

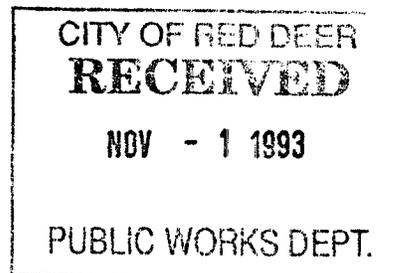


Gordon Stewart, P. Eng.  
Public Works Manager

/blm



WASTE SYSTEMS LTD.



October 29, 1993

City of Red Deer  
Public Works Department  
5442 - 49 Street  
Red Deer, Alberta  
T4N 3T4

ATTENTION: Brian Watson

Dear Sir:

RE: BYLAW ON LIDS - CITY OF RED DEER

In the past year we have noticed that since the City of Red Deer started charging residents at the landfill, a minimum of \$5.00 per trip, the bins in Red Deer are being used as an alternative drop-off site. This has resulted in numerous customer complaints on extra lifts and increased landfill costs for us. Also, with the economy the way it is - customers have reduced service trying to save money on garbage rates thus resulting in bins being 3 feet over the top. This in turn reduces the revenue to the City of Red Deer and Laidlaw plus higher landfill costs for us reducing the profit margin. There is also the risk of hazardous wastes being dropped off in open bins. With lids on all containers, landfill costs would be reduced because of the heavy weight factor of water in our wet season. This would give the City a truer picture of weights being dumped in their landfill without the water content.

We would like to request a possible passing of a bylaw in the City of Red Deer to eliminate open containers and not give the customer the option of lids or no lids. Also, with the Laidlaw self-locking container gives the customer another option of being able to keep their container locked at all times if they should so choose. This should eliminate the overloaded and messy conditions around containers visable in the City at the present time.

We would like to request that this topic, along with two other issues - overweight bins and handling of blue boxes be added to your agenda for our meeting set for November 18, 1993.

Thank you.

Ken Ermantrout  
General Market Manager

KE/jb

Commissioners' Comments

We concur with the recommendations of the Public Works Manager that no change be made to the bylaw at this time. However, we do have a degree of sympathy with Laidlaw and the problems that are being experienced. We, therefore, recommend that the Public Works Manager discuss with Laidlaw the possibility of a significant reduction in the cost to the customer of lids before we consider whether to require them by bylaw. As the attached material notes, a portion of the savings created by lids falls directly to Laidlaw in the form of more frequent pickups and less weight at the landfill site per load.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

**DATE: NOVEMBER 9, 1993**

**TO: PUBLIC WORKS MANAGER**

**FROM: CITY CLERK**

**RE: LIDS ON COMMERCIAL GARBAGE CONTAINERS**

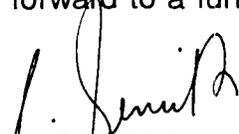
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At the Council Meeting of November 8, 1993 your report dated November 1, 1993 pertaining to the above topic received consideration with the following motion being passed:

"RESOLVED that Council of The City of Red Deer, having considered report dated November 1, 1993 from the Public Works Manager re: Lids on Commercial Garbage Containers, hereby concurs with the recommendations of the Public Works Manager that no change be made to the Bylaw at this time.

Council further agrees that the Public Works Manager discuss with Laidlaw the possibility of a significant reduction in the cost to the customer of lids, before the City considers whether to require same by Bylaw, and as recommended to Council November 8, 1993."

The decision of Council in this instance is submitted for your information and I trust that you will be in contact with Laidlaw as directed in the above noted resolution. We look forward to a further report from you regarding this matter in due course.

  
C. SEVCIK  
City Clerk

CS/clr

cc: Director of Engineering Services  
Director of Financial Services

**Associated Cab (Alta) Ltd.**

Professional &amp; Reliable Service

4733 - 60 Street

Red Deer, Alberta T4N 2N8

Phone: (403) 343-3300 Fax: (403) 340-1055

NO. 1

September 29, 1993

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

THE CITY OF RED DEER  
 CLERK'S DEPARTMENT

RECEIVED	
TIME	10:30 am
DATE	Sept 30 '93
BY	lc

**ATTENTION CITY COUNCIL**

Dear Council:

**RE: HANDICAPPED TRANSPORTATION VEHICLE**

We at Associated Cab feel that a taxi plate for the wheelchair accessible van purchased by us be issued for the following reasons:

1. A federal grant has been approved for the purpose of providing integrated transportation for the physically challenged.
2. The cost of operating this van makes it unreasonable to consider transferring a plate and exchanging this vehicle with an operating cab. (\$35,000.00)
3. It is our contention that a Taxi Licence issued for the purpose of operating a wheelchair accessible Taxi does not interfere with the Bylaw's ratio of population to taxis. The priority of this unit is to service overflow from the handibus, county, after hour and weekend clientele. It should be noted we have the support of Howard Maki, manager of the Citizens Action Bus program on this issue.
4. City Council assisted Red Deer Cabs in the amount of \$1500.00 in the purchase of a handicapped vehicle. Our vehicle will cost the city nothing.
5. Our unit operates 24 hours a day, 7 days a week. This is a service that cannot be provided by the Citizens Action Bus without a cost to the taxpayers. Our service will not be a burden on taxpayers.

Associated Cab has received government approval on grants for two more of these vans on an as needed basis. However, these will not be purchased without taxi plates. We feel that it should

not be the policy of City Council to deny equal service to the physically challenged residents of our city and that the unbending decisions of the Bylaw Department are a serious detriment to the quality of life of these people.

Enclosed is a copy of a letter received from the Canadian Paraplegic Association which we trust is self-explanatory.

We would request that City Council authorize the issue of a taxi plate for this van so that we may provide service to all citizens of Red Deer.

Yours truly,



Wayne Boyd  
Specialty Transportation

/klr

C: Z99 Radio  
Radio 7 and CKRD TV  
Adviser Publications  
Red Deer Advocate



# Canadian Paraplegic Association (Alberta)

**Head Office:**  
#305, 11010 - 101 Street  
Box 18, Hys Centre  
Edmonton, Alberta  
T5H 4B9

Phone: (403) 424 6312  
Telecopier: (403) 424 6313

**Southern District Office**  
No. 185 - 200 Rivercrest Drive S.E.  
Calgary, Alberta  
T2C 2X5

Phone: (403) 236-5000  
Telecopier: (403) 279-6523

September 23, 1993

ASSOCIATED CAB (ALTA) LTD.  
4733 - 60 Street  
RED DEER AB  
T4N 2N8

**COPY**

ATTENTION PAUL RICHARD

Dear Mr. Richard

I have received your correspondence regarding the new wheelchair accessible vehicle. I have also spoken with Wayne Boyd who told me some of the details on the use of this vehicle.

It is not the intention of the Canadian Paraplegic Association to endorse a company or suggest their services. However if a service is designed to meet the needs of the members that belong to C.P.A. as well as other persons with disabilities we would certainly advocate to implement such.

This new vehicle is designed to service persons with disabilities and would offer additional transportation especially for those in a power wheelchair. Often someone using this type of chair has less mobility and the weight of the chair itself can create major obstacles to using regular transportation. Even the cost to convert a vehicle can be overwhelming consider the limited incomes persons with disabilities live on. Often timing can create an impediment that limits activities on all levels. Therefore options are limited because there is no transportation available.

From what we understand this accessible taxi will give persons with a disability a very good option. It addresses the logistics of transporting a person in a power chair and this service will be available 24 hours. This population has been limited in their activities and one the reasons is transportation. It is with great enthusiasm that the Canadian Paraplegic Association supports Associated Cab (Alta) Ltd. in its effort to provide a viable option, which is very much needed for persons with disabilities.

Sincerely,

*Paul Pringle*

Paul Pringle  
Rehabilitation Counsellor  
Red Deer Area Office

**WINNIPEG REGIONAL OFFICE**  
#4, 2110 Mayor Magrath Drive S.  
Winnipeg, Alberta T1K 2R3  
Phone: (403) 327-7577  
Telecopier: (403) 320-0269

**GRANDE PRAIRIE REGIONAL OFFICE**  
8th Floor, 214 Place  
9900 - 132 Street  
Grande Prairie, Alberta T6V 2V4  
Phone: (403) 532-3305  
Telecopier: (403) 609-9667

**MEDICINE HAT REGIONAL RESOURCE CENTRE**  
631 Prospect Drive S.W.  
Medicine Hat, Alberta T1A 4C2  
Phone: (403) 529-8951

**RED DEER REGIONAL OFFICE**  
#4, 7803 - 50 Avenue  
Red Deer, Alberta T4P 1M8  
Phone: (403) 341-5060  
Telecopier: (403) 343-1630

A United Way  
Member Agency



DATE: October 1, 1993

FILE NO. 93-1610

TO: City Clerk

FROM: Bylaws &amp; Inspections Manager

**RE: ASSOCIATED CAB (ALTA) LTD. - HANDICAPPED TRANSPORTATION  
VEHICLE**

---

In response to the request for an additional taxi plate from Associated Cab in respect to the handicapped transportation vehicle, we would offer the following comments for Council's consideration.

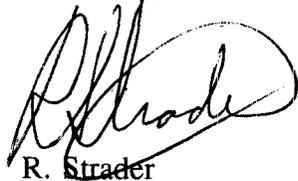
On September 22, 1993, the City Licensing Department was in receipt of an application from Associated Cab (Alta) Ltd., requesting issuance of a taxi-license plate to operate a handi-van multi-purpose vehicle. We were informed the intended purpose of the said vehicle was to provide transportation for the handicapped on a 24 hours daily service, and also, to justify the cost of operating the vehicle full time, it would be available as a regular taxi for paying passengers.

To comply with the City Tax Bylaw 3076/92, the City License Inspector was not in a position to issue an additional taxi license plate to the subject vehicle. Section 15(4) of the said Bylaw states, "Any of the licenses available which are not issued to a qualified applicant on or before January 25 in any year, shall not thereafter be issued." However, Associated Cab could transfer a taxi license plate from an existing vehicle for which a taxi license plate has been issued, and license the handicapped transportation vehicle. Accordingly, Associated Cab was notified of this decision on September 24, 1993.

The allegation by Associated Cab (Alta) Ltd., that "the unbending decisions of the Bylaw Department are a serious detriment to the quality of life of the handicapped" are totally unfounded, as decisions by the Licensing Inspector are regulated by the said Bylaw. Associated Cab (Alta) Ltd. have had the opportunity to operate the handicapped transportation vehicle as of September 22, 1993, by complying with Section 24 of the Taxi Bylaw, but they chose not to.

**Recommendation:** The Bylaws and Inspections Department does not support a revision to the Taxi Bylaw at this time. As Council is aware the Taxi Commission is proposing a review of the Bylaw in February 1994, and we suggest this matter being referred to the Commission for their consideration during the review.

Yours truly,



R. Strader

Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

PH/vs

SP-4.128

**DATE:** October 1, 1993

**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** CRAIG CURTIS  
Community Services Director

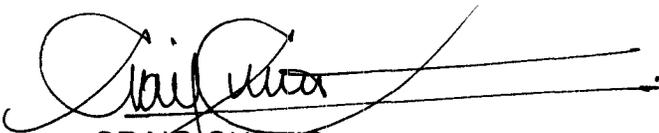
COLLEEN JENSEN  
Social Planning Manager

**RE:** ASSOCIATED CAB (ALTA.) LTD.  
- HANDICAPPED TRANSPORTATION VEHICLE  
Your memo of September 30, 1993 refers

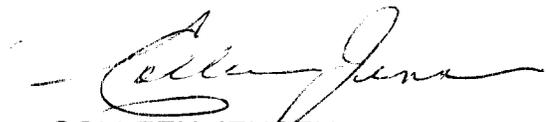
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We have reviewed the letter from Associated Cab concerning their request to obtain an additional Taxi License to operate an accessible taxi. From the perspective of the Community Services Division and Social Planning Department, we support the operation of the vehicle noted. We support the issuing of a taxi license in whatever manner it can be accommodated within the Taxi Bylaw. Interpretation of this bylaw is not within the mandate of Community Services and Social Planning, therefore we cannot comment on the ramifications of the request.

Also attached is a letter from Howard Maki, Citizen's Action Group, which clarifies his position. You will note he also is not in the position to recommend interpretation of the Taxi Bylaw.



CRAIG CURTIS  
Director of Community Services



COLLEEN JENSEN  
Social Planning Manager

CJ/kb

# RED DEER ACTION GROUP



Community Services Centre  
4935 - 51 Street  
Red Deer, Alberta T4N 2A8

To: Members of City Council

Re: Associated Taxi - Accessible Van - Taxi Licence

Please be advised that the position of the Red Deer Action Group regarding the above is as follows:

We support the purchase of the accessible vehicle by the Associated Taxi Company and feel that there is a need for this type of vehicle.

1. The Action Bus Service can benefit by being able to refer back-up trips during our regular hours when all buses are booked.
2. It also provides another transportation option to the handicapped in the community outside the Action Bus hours of service.
3. It also provides service to our neighboring villages and towns.

With regard to the licensing issue we have no comment as we feel that this is an issue between the Taxi Company and City Council, however we do hope that the issue could be brought to resolution in the very near future.

A handwritten signature in black ink, appearing to read "Howard L. Maki". The signature is fluid and cursive.

Howard L. Maki  
Executive Director

DATE: OCTOBER 28, 1993  
 TO: CITY CLERK  
 FROM: RED DEER POLICING COMMITTEE  
 RE: **ASSOCIATED CAB (ALTA) LTD.  
 TRANSPORTATION VEHICLE FOR THE HANDICAPPED**

At the Policing Committee meeting of Tuesday, October 26, 1993, members discussed, at great length, the wheelchair accessible van purchased by Associated Cabs with the financial assistance of Federal grant monies, and in particular Associated's request that said vehicle receive an additional taxi plate over and above the number allotted to each cab company under the terms of the 1992 Taxi Business Bylaw.

Please be advised that a representative from each cab company was in attendance at the Policing Committee meeting.

Mr. Wayne Boyd of Associated Cabs advised those in attendance at the Policing Committee meeting that their companies: Associated Cabs, City Cabs and Chinook Cabs have all applied for government grants to assist in the purchase of one handi-van for each company. They, therefore, would ultimately be requiring a total of three (3) additional taxi plates for said wheelchair accessible vans.

There was open discussion throughout the Policing Committee meeting that the wheelchair accessible van would be used as a regular taxi when not required by the handicapped. There was also real concern expressed by several members of the Committee that Associated Cabs appeared to be attempting to circumvent the Bylaw. Members were further concerned with the appearance that Associated Cabs was using the media to attempt to gain leverage over this Committee, and perhaps over Council.

Mr. Paul Richard stated that he is prepared to take an existing plate off the road and put it on the handi-van in order to get the handi-van into operation immediately. Therefore, in keeping with Mr. Richard's offer, the Policing Committee members offer to City Council the following comments:

- THAT the Policing Committee appreciates the willingness of Associated Cabs to voluntarily transfer one of their existing plates to the handi-van, thereby allowing it to begin operation immediately,
- AND THAT between now and the time of submissions to the Annual Review (February 1994), data be compiled on the use of the handi-van, together with fees charged,
- AND THAT the matter of the additional plate be discussed at the time of Annual Review in March 1994.

I trust that the above information will be of assistance to Council.

Respectfully submitted,

*Sandra Ludwig*  
*Read & Approved by*

JAMES B. MITCHELL  
 Chairman  
 RED DEER POLICING COMMITTEE

Commissioners' Comments

We concur with the recommendations of the Policing Committee that this cab operate as is currently the case with the use of a transferred taxi license plate and the matter be reviewed in February, with the benefit of additional data regarding the vehicles use during this initial period.

"G. SURKAN", Mayor

"M.C. DAY", City Commissioner

DATE 93.09.30

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

FROM: CITY CLERK

RE: Associated Cab (Alta) Ltd -

Handicapped Transportation Vehicle

Please submit comments on the attached to this office by October 4

for the Council Agenda of October 12 '93

✓ ACKNOWLEDGE

C. SEVCIK  
City Clerk

|



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

September 30, 1993

Associated Cab (Alta) Ltd.  
4733 - 60 Street  
Red Deer, Alberta  
T4N 2N8

Att: Wayne Boyd  
Specialty Transportation

Dear Sir:

**RE: HANDICAPPED TRANSPORTATION VEHICLE**

Thank you for your letter in regard to the above. I would advise that this matter will be presented to Red Deer City Council at its meeting on October 12, 1993.

*October 25*

In the event you wish to be present, please call this office on Friday prior to the said meeting to determine a suitable time.

Trusting you will find this satisfactory.

*because of request over  
phone by Paul Richard  
93.10.04*

Sincerely,



C. SEVCIK  
City Clerk

CS/clr



*a delight  
to discover!*

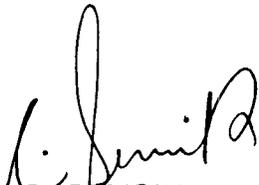
**DATE:           OCTOBER 19, 1993**  
**TO:             POLICING COMMITTEE**  
**FROM:          CITY CLERK**  
**RE:            ASSOCIATED CAB (ALTA) LTD.**  
**- TRANSPORTATION VEHICLE FOR THE HANDICAPPED**

---

Enclosed herewith please find correspondence from Associated Cab Ltd., along with administrative comments received to date, pertaining to the above matter.

Although the Policing Committee/Taxi Commission is going to be undertaking a review of the Taxi Bylaw in February/March of 1994, because of the nature of this application it would seem appropriate that it be dealt with in advance of that review. Accordingly, the Commissioners feel it advisable, and have requested, that we obtain comments from the body that is charged with the overall review of the Bylaw to assist Council in making their decision.

In accordance with the wishes of the Commissioners, we would request that you submit comments on the attached to this office by November 1st for the Council Agenda of November 8th. Your assistance in this matter is appreciated.



C. SEVCIK  
City Clerk

CS/clr  
Encls.



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

October 19, 1993

Associated Cab (Alta) Ltd.  
4733 - 60 Street  
Red Deer, Alberta  
T4N 2N8

Att: Mr. Wayne Boyd  
Special Transportation

Dear Sir:

RE: HANDICAPPED TRANSPORTATION VEHICLE

---

Further to our letter of September 30, 1993 and your verbal request that the aforementioned matter be considered at the Council Meeting of October 25, 1993, I wish to advise as follows.

The Commissioners, while considering this matter for inclusion on the Council Agenda, requested that we obtain the comments of the Policing Committee/Taxi Commission, which is the body that has been charged with the overall review of the Taxi Bylaw. The next meeting of the Policing Committee is going to be held on October 26, 1993, and accordingly, we will be bringing this matter to Council for Council's consideration at the November 8, 1993 meeting.

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

Sincerely,

  
C. SEVCIK  
City Clerk

CS/clr



*a delight  
to discover!*



THE CITY OF RED DEER

P. O. BOX 5095, RED DEER, ALBERTA T4N 2T4 FAX: (403) 346-6195

FILE NO.

City Clerk's Department 342-6132

DATE: 93.11.04

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 5

FAX TO: Associated Cab (Alta) Ltd.

ATTENTION: Wayne Boyd

THEIR FAX NO: 340-1055

FROM: Charlie Smith

DEPARTMENT: City Clerk

MESSAGE AREA (if required):

- administrative comments which appear on Council agenda for meeting Nov. 8 '93. (pages 77-82)
• item is scheduled for discussion at 5:00 pm.



a delight to discover!

TRANSMISSION REPORT

THIS DOCUMENT WAS CONFIRMED (REDUCED SAMPLE ABOVE - SEE DETAILS BELOW)

\*\* COUNT \*\*

TOTAL PAGES SCANNED : 5
TOTAL PAGES CONFIRMED : 5

\*\*\* SEND \*\*\*

Table with 7 columns: No., REMOTE STATION, START TIME, DURATION, #PAGES, MODE, RESULTS. Row 1: 1, 403-340-1055, 11- 4-93 14:50, 2'50", 5/ 5, COMPLETED 9600

TOTAL 0:02'50" 5

NOTE:

No. : OPERATION NUMBER 48 : 4800BPS SELECTED EC : ERROR CORRECT G2 : G2 COMMUNICATION
PD : POLLED BY REMOTE SF : STORE & FORWARD RI : RELAY INITIATE RS : RELAY STATION
MB : SEND TO MAILBOX PG : POLLING A REMOTE MP : MULTI-POLLING RM : RECEIVE TO MEMORY

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

November 9, 1993

Associated Cab (Alta) Ltd.  
4733-60 Street  
Red Deer, Alberta  
T4N 2N8

Att: Mr. Wayne Boyd  
Specialty Transportation

Dear Sir:

RE: HANDICAPPED TRANSPORTATION VEHICLE

---

This is to advise that your letter of September 29, 1993 pertaining to the above, along with recommendations from the Administration and the Policing Committee concerning said topic, appeared on the Council Agenda of November 8, 1993.

At the aforesaid meeting, Council passed the following motion:

"RESOLVED that Council of The City of Red Deer hereby concurs with the recommendations of the Policing Committee, that the Associated Cab (Alta) Ltd. transportation vehicle for the handicapped operate as is currently the case with the use of a transferred taxi licence plate and that the matter be reviewed in February 1994, and as recommended to Council November 8, 1993."

The decision of Council in this instance is submitted for your information and in this regard I am also enclosing herewith all of the material which appeared on said agenda (pages 76-82).

... / 2

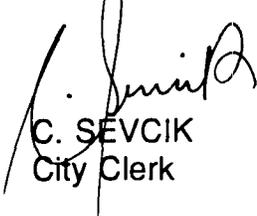
*a delight  
to discover!*

Associated Cab (Alta) Ltd.  
Page 2  
November 9, 1993

As noted in the comments from the Red Deer Policing Committee, the willingness of Associated Cab (Alta) Ltd. to voluntarily transfer one of its existing plates to the handi-van allowing it to begin operation immediately, is appreciated. Also, between now and the time of submissions to the annual review (February 1994), data is to be compiled on the use of the handi-van together with fees charged.

Once again, your assistance and cooperation is appreciated.

Sincerely,



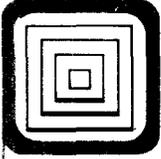
C. SEVCIK  
City Clerk

CS/clr  
Encls.

cc: Director of Community Services  
Bylaws and Inspections Manager  
Social Planning Manager  
Policing Committee

Red Deer Action Group  
Community Services Centre  
4935 - 51 Street  
Red Deer, Alberta  
T4N 2A8

## WASKASOO MUSEUM FOUNDATION



October 25, 1993

Mayor Gail Surkan and Members of Council  
City of Red Deer  
Office of the Mayor  
City Hall  
Red Deer, Alberta

Dear Mayor Surkan and Members of Council:

**RE: HISTORIC CLAY MURAL**

Attached please find an information package on this project submitted by Lesia Davis on behalf of the Red Deer Idea Bank. The proposal was the Second Place winner of the first Idea Bank competition.

The request was considered at the October 19 meeting of Foundation Board. It was determined that the project fell within the guidelines of the Red Deer Heritage Fund since it helped to interpret a historic site. Following discussion the following motion was approved.

"THAT the Waskasoo Museum Foundation Board recommend to the Council of the City of Red Deer an expenditure of \$1,000 for the historic mural project."

Would you please consider this matter at the next available Council meeting.

Yours truly,

Morris Flewwelling  
Secretary

MF:er

cc: Allan Armstrong  
Chairman

# IDEA BANK

Allan Armstrong, Chair  
Waskasoo Museum Foundation  
P.O. Box 800  
Red Deer, AB  
T4N 5H2

Dear Mr. Armstrong:

**RE: HISTORIC INTERPRETIVE CLAY MURAL OF 1913 ARMOURY - FUNDING APPLICATION**

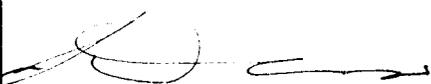
Attached is an application on behalf of the Idea Bank for a funding request in the amount of \$1 000.00.

In 1993, our Idea Bank project, with financial assistance from the Community Foundation, was initiated. Response was very favourable and exciting. Winners were announced at our Arts Matter III Conference in May and all submissions are currently available for public review at the Red Deer Public Library, the Red Deer Regional Planning Commission and the City Recreation and Culture Department.

The first place winner, Shirley Rimer's entry, was the concept of historical clay murals installed in appropriate public places. To see a historical depiction of the old armoury in the link of the Library expansion would indeed be a fitting link of "old and new".

The Idea Bank Committee requests funding support of your Foundation that will link our history, as well as be a visual enhancement of the library expansion project.

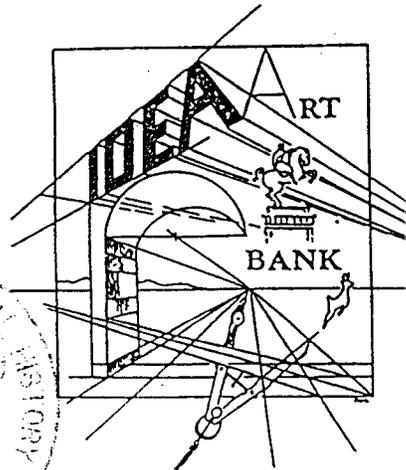
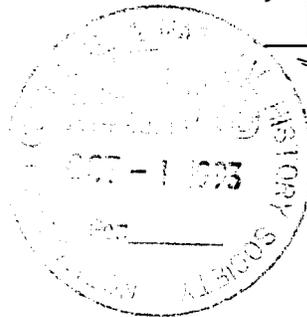
Sincerely,

  
Lesia Davis  
Idea Bank Committee

LD/njh

Enc.

cc. Dean Frey/Hazel Flewwelling



## **HISTORIC INTERPRETIVE CLAY MURAL PROJECT - 1913 ARMOURY -**

1. September 28, 1993
2. Idea Bank Committee  
c/o Lesia Davis  
Box 5008  
Red Deer, AB T4N 3T4  
342-6100
3. Statement of Purpose: The winning entry in the Red Deer Idea Bank Contest (03/93) was the concept of public ceramic murals with a historical theme. The purpose of this grant request is to commission a historic interpretive clay mural of the 1913 Armoury to be installed in the 'link' of the Red Deer Public Library expansion project. The Expansion Committee of the Red Deer Public Library has approved the concept of the mural. The building is scheduled to be designated a heritage building prior to the end of 1993
 

Start Date: Mid 1994  
Completion Date: Mid 1994  
Budget: Attachment #1  
Ongoing Operation: Not applicable. In consideration of concerns of vandalism, the mural is being planned for an interior location which will be well lit at all times, and with security when open to the public (attachment #2).  
Beneficiaries: All citizens of Red Deer and area who will be using the library, as well as contributing to the historic recognition of the 1913 Armoury.
4. Applicant's incorporating document and Revenue Canada Chartable #: under sponsorship of City of Red Deer - Section 110(l) a(iv) of the Income Tax Act.
5. Brief history including complete list of directors - attachment #3.
6. Designated representative: as above.
7. Amount requested from the Foundation:
 

Red Deer Community Foundation	\$1 000
Red Deer Heritage Fund	\$1 000
Red Deer Public Library Exp. Project	\$1 000
8. Additional attachments: Original Idea Bank entry.

## HISTORIC CLAY MURAL - 1913 ARMOURY -

### BUDGET

#### Revenue:

Red Deer Community Foundation	\$1 000
Red Deer Heritage Fund	1 000
Red Deer Public Library Expansion Project	<u>1 000</u>
	\$3 000

#### Expenses:

Artist's quote 05/93 (attached)	\$3 000
---------------------------------	---------



Old Court House  
Community Arts Centre

Pen & Ink Drawing by  
Linda D. Key

Shirley Rimen,  
Works In Clay,  
#003, 4836 Ross Street,  
Red Deer, Alta.  
T4N 1X4

(403)347-4950

May 14, 1993.

RE: CERAMIC/CLAY MURALS.

The cost of a clay mural depicting the history of the area or similar imagery would be as follows:-

Mural 3 feet high by 6 feet wide (up to 4 feet by 8 feet)  
framed in wood (could be eliminated to cut costs)  
installed  
TOTAL COST \$3,000.00

This is an estimate and a more precise costing could be made once the imagery, the exact size and the type of surface the mural would have to be installed on is known. Variation in the final cost would be minimal.

Please feel free to contact me with any questions. I am very excited about this project and would be open to discussing problems and possibilities.

Thank you,

Shirley Rimen:

**DATE:** November 1, 1993

**TO:** CITY COUNCIL

**FROM:** CRAIG CURTIS, Director  
Community Services Division

**RE:** WASKASOO MUSEUM FOUNDATION:  
HISTORIC CLAY MURAL  
A memo from the Secretary of the Waskasoo Museum Foundation,  
dated October 25, 1993, refers.

---

1. The winning entry in the Red Deer Idea Bank Contest was the concept of public ceramic murals with an historic theme. This idea, together with sample maquettes, was submitted by local artist, Shirley Rimer.

It is proposed that the above concept be launched by commissioning an historic mural of the former armoury building, to be installed in the new library "link". The architects have made provision for a display wall immediately adjacent to the main circulation desk.

2. The cost of the clay mural will be approximately \$3,000, and it is proposed that this be funded as follows:
  - Red Deer Community Foundation      \$ 1,000
  - Library Expansion Project            \$ 1,000
  - Red Deer Heritage Fund                \$ 1,000

The Idea Bank Committee consequently submitted an application to the Waskasoo Museum Foundation for a grant of \$1,000 from the Red Deer Heritage Fund.

The application was considered by the Waskasoo Museum Foundation at its meeting on October 19, 1993. The board approved the grant of \$1,000 and is recommending that City Council endorse its approval as required.

3. I have reviewed the funding request, in which we were an active partner, and my comments are as follows:
  - The purpose of the Red Deer Heritage Fund is outlined in an agreement between the City and the Waskasoo Museum Foundation. These funds may only be used "for the purposes of preservation, interpretation and restoration of historical buildings, structures and sights in the city of Red Deer, and the immediate area surrounding the city, including necessary research and studies related to the above". The historic interpretive clay mural project is clearly eligible for funding.

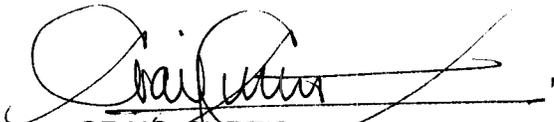
City Council  
 Page 2  
 November 1, 1993  
 Waskasoo Museum Foundation: Historic Clay Mural

---

- I strongly support the concept of interpretive clay murals, and believe that this proposal will be a unique feature within the library "link". The internal location adjacent to the Circulation Desk will provide protection from the elements and vandalism.
- The current assets of the Red Deer Heritage Fund are approximately \$300,000.

4. **RECOMMENDATION**

I support the comments of the Waskasoo Museum Foundation and recommend that City Council endorse a grant of \$1,000 from the Red Deer Heritage Fund toward the commissioning of an historic clay mural, to be installed within the new library "link".



CRAIG CURTIS

:dmg

- c Alan Wilcock, Director of Financial Services
- Lowell Hodgson, Recreation & Culture Manager
- Morris Flewwelling, Museums Director
- Alan Armstrong, Chairman, Waskasoo Museum Foundation
- Dean Frey, Director of Library Services
- Lesia Davis, Cultural Programs Superintendent

Commissioners' Comments

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

"G. SURKAN"  
 Mayor

"M.C. DAY"  
 City Commissioner

**DATE: NOVEMBER 9, 1993**  
**TO: WASKASOO MUSEUM FOUNDATION**  
**FROM: CITY CLERK**  
**RE: HISTORIC CLAY MURAL**

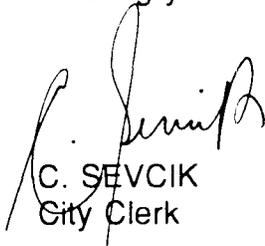
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Recommendations from the Waskasoo Museum Foundation Board pertaining to the above topic, received consideration at the Council Meeting of November 8, 1993 with the following motion being passed, as recommended:

"RESOLVED that Council of The City of Red Deer hereby endorses a grant of \$1000.00 from the Red Deer Heritage Fund toward the commissioning of a historic clay mural, to be installed within the new Library "link", and as recommended to Council November 8, 1993."

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

Trusting you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/clr

cc: Director of Community Services  
Director of Financial Services  
Recreation and Culture Manager  
Museums Director  
Director of Library Services  
Cultural Program Superintendent

NO. 3



## Dauphin Handgun Club

Box 436  
Dauphin, MB R7N 2V1

October 18, 1993

Mayor

*RED DEER, AB*

Your Worship:

Re: Soliciting your support for lawful, responsible and safe firearm use by the Responsible Recreation Firearm Community in Canada.

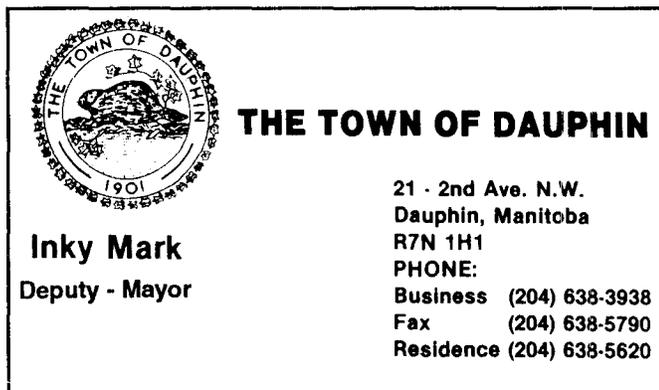
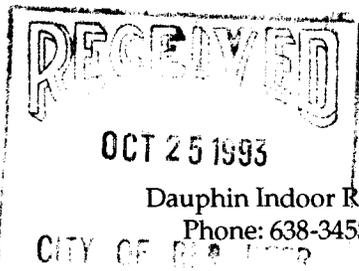
In recent years the responsible recreation firearm community has come under attack by various self-interest groups. Several of these self-interest groups have advocated the prohibition (total ban) of one or all firearms in Canada. In these matters the voice of the tax paying, law abiding citizen who uses firearms for recreation is seldom heard. The Dauphin Handgun Club believes it is time to solicit support for Canadians to enjoy the recreational use of all firearms, now and in the future, in a lawful, responsible, and safe manner.

The Municipal Governments of Canada is the first order of government and the closest to the people of our great country. Our resolution will be sent to most of the Municipal Governments in Canada. We humbly ask your council to support our resolution in the interest of all responsible recreation firearm users in your municipality as well as those living in other parts of Canada. Without your support the privilege to own and use firearms by Canadians may become a thing of the past in the near future. We hope to be able to inform you about the results of this National Poll.

The complete resolution is printed on the next page. Please return a copy of the resolution as dealt with by your council. We thank you for your attention to the concerns of the responsible recreation firearm community in Canada.

Yours sincerely,

Inky Mark, President



Dauphin Indoor Range: Henderson School, 911 Bond St., Dauphin

Phone: 638-3453 (Tuesday, Thursday: 7:00 p.m. - 10:00 p.m.)

CITY OF RED DEER

**RESPONSIBLE RECREATIONAL FIREARM USE RESOLUTION**

WHEREAS: Firearm use is deeply entrenched in Canadian history since the arrival of the first European explorers.

WHEREAS: The first settlers depended on the firearm for both food and protection.

WHEREAS: In rural Canada, farmers, ranchers, and trappers still depend on the firearm in their daily existence.

WHEREAS: Canada's National shooting teams have made us proud at both the Olympics and other International competitions.

WHEREAS: Economically, the business of firearms and sports accessories accounts for billions of dollars and hundreds of thousands of jobs in Canada.

WHEREAS: All Provincial Governments collect millions of dollars from the implementation of hunting seasons for wildlife management.

WHEREAS: Millions of Canadians belong to the Responsible Recreation Firearm Community. They consist of all Wildlife Organizations, Collectors, Ranchers, Hunters, Rifle Clubs, Handgun Clubs, Trap Clubs, Skeet Clubs, Junior Rifle Clubs, Army & Air Cadet Shooting, Black Powder Clubs, Hunter Safety Training Groups, Wildlife Management Groups, & Olympic Shooting Organization (all firearms).

WHEREAS: The National Firearm Association and all gun clubs in Canada promote the lawful, responsible, and safe use of all firearms both in the home and in the field.

THEREFORE, BE IT RESOLVED:

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

That, we the \_\_\_\_\_ of \_\_\_\_\_  
(village, city, town) province

Support the principle that Canadians, now and in the future, shall continue to enjoy the lawful, responsible, and safe use of all firearms.

SIGNATURES:

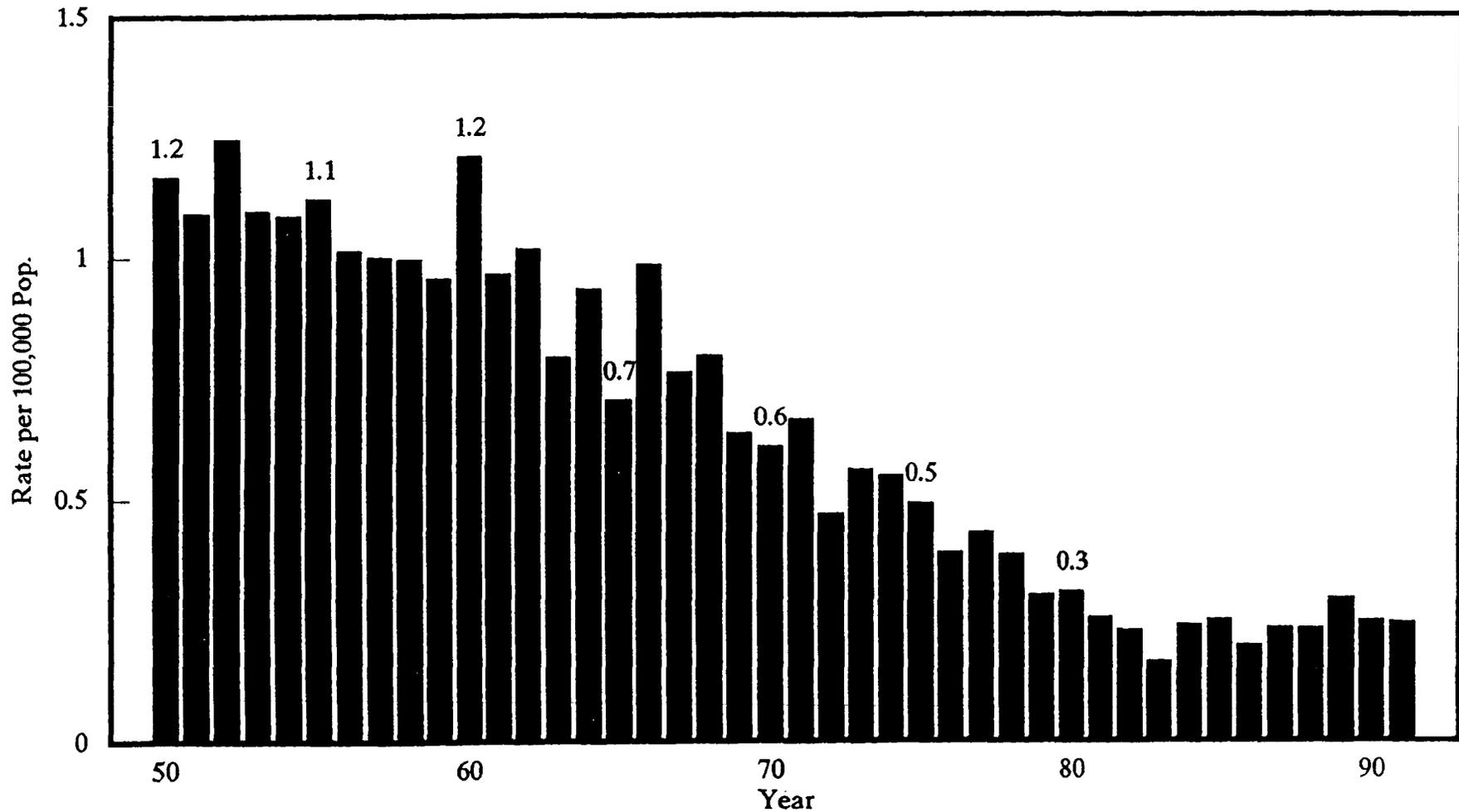
\_\_\_\_\_  
MAYOR, REEVE, WARDEN

\_\_\_\_\_  
ADMINISTRATOR, SECRETARY-TREASURER

\_\_\_\_\_  
DATE

# ACCIDENTAL DEATHS INVOLVING FIREARMS

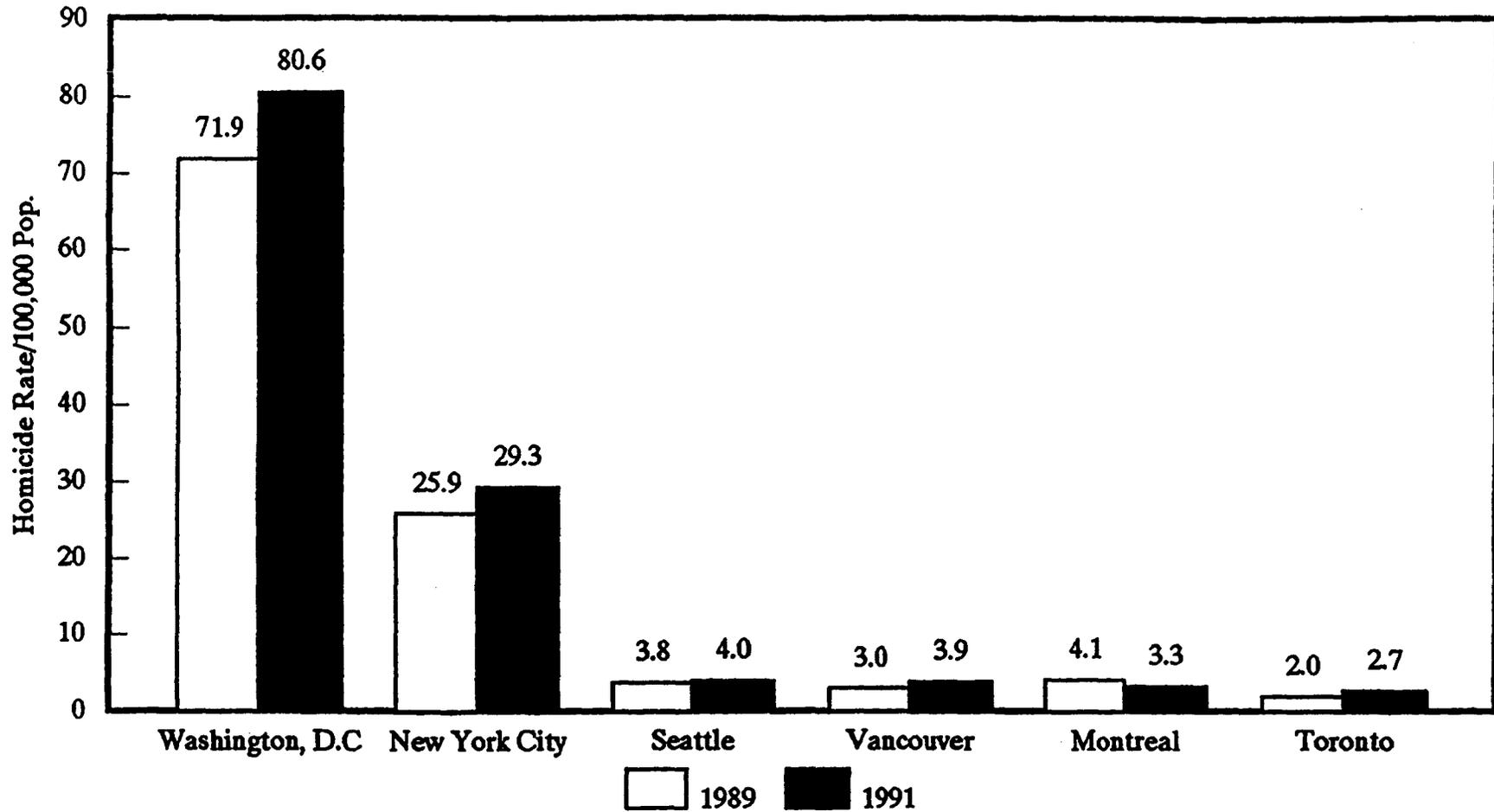
Canada 1950-1991



SOURCE: Dominion Bureau of Statistics and Canadian Centre for Health Information.

# COMPARISON OF HOMICIDE RATES

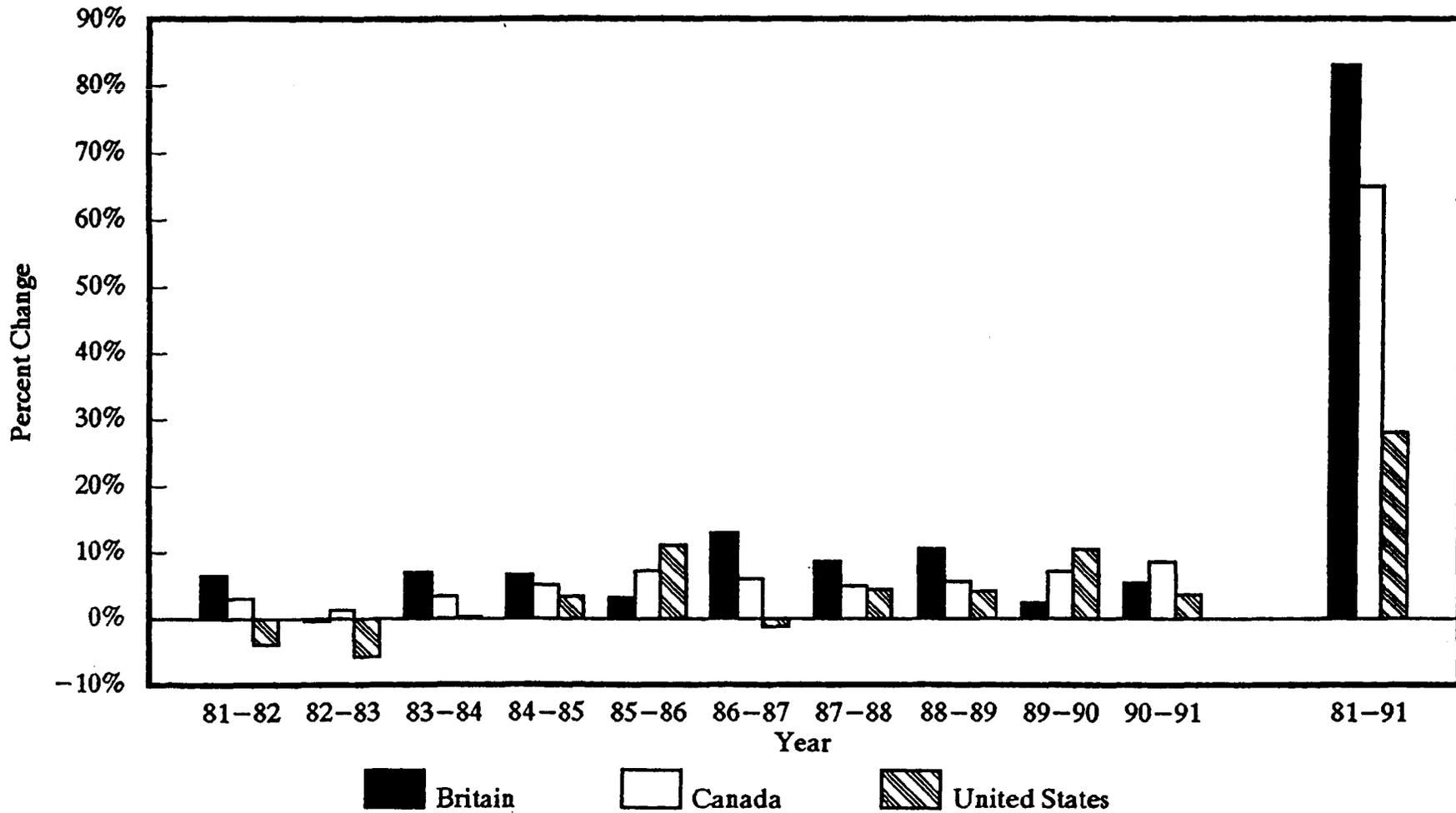
Canadian and U.S Cities



NOTE: Possession and sale of handguns in Washington D.C, has been prohibited since 1977.

NOTE: Acquisition and ownership of firearms, especially handguns, in N.Y.C is more restrictive than Canada.

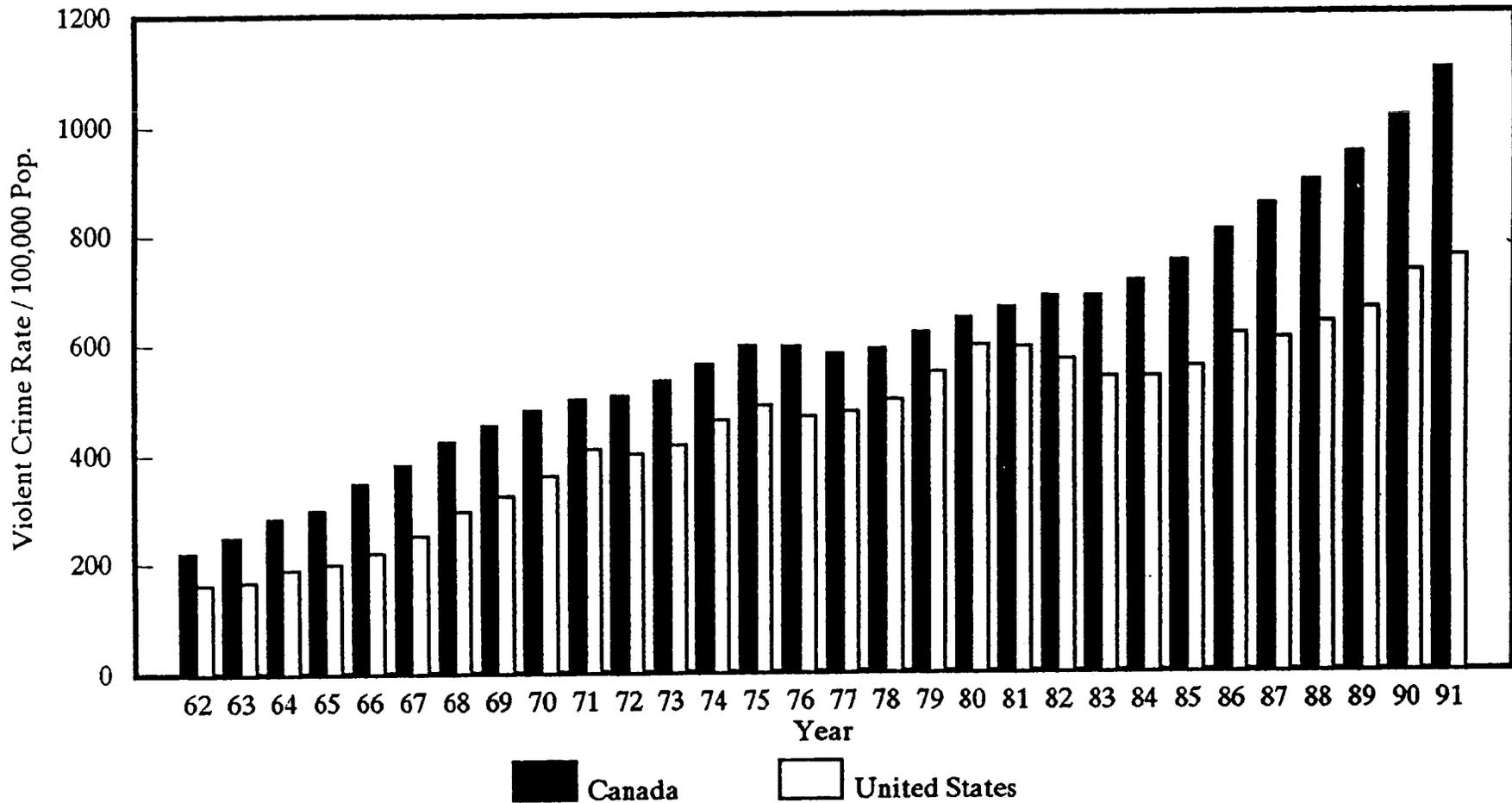
# CHANGE IN VIOLENT CRIME RATES



U.S./CDN. SOURCES: "Crime in the United States 1991", p.58, and Cdn. Ctr. for Justice Statistics.  
 U.K SOURCE: "Annual Abstract of Statistics 1993", p.4, pp73-81. Figures exclude Northern Ireland.

# VIOLENT CRIME

1962-1991



U.S. SOURCE: "Uniform Crime Reports for the United States 1991", Federal Bureau of Investigation, p.58.  
CDN. SOURCE: "Crime Trends in Canada 1962-1990", Cdn. Ctr. for Justice Statistics, p.15.

DATE: OCTOBER 28, 1993  
TO: CITY COUNCIL  
FROM: RED DEER POLICING COMMITTEE  
RE: **DAUPHIN HANDGUN CLUB - FIREARM USE**

---

The Policing Committee members, at their meeting of October 26, 1993, passed the following resolution relative to the resolution from the Dauphin Handgun Club regarding use of firearms by responsible citizens:

"THAT the Red Deer Policing Committee **not** support the resolution of the Dauphin Handgun Club. The Policing Committee is simply opposed to activities that encourage the proliferation of fire arms."

The above is submitted for your assistance in making a decision regarding this issue.

Respectfully submitted,



*for* JAMES B. MITCHELL  
Chairman  
RED DEER POLICING COMMITTEE

**DATE:** October 28, 1993 **FILE NO. R-40665**

**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** LOWELL R. HODGSON, Manager  
Recreation & Culture Department

**RE:** REQUEST FOR COMMENTS  
DAUPHIN HANDGUN CLUB - FIREARM USE

---

This memo responds to your request for comments on a letter addressed to the Mayor from the Dauphin Handgun Club of Dauphin, Manitoba.

The City of Red Deer Recreation & Culture Department has never been involved in a program involving handguns, however, we have actively supported clubs involved in these activities. Through CRC, financial support has been given in years past to assist these clubs in relocating and upgrading their facilities. Thus, we recognize this as a recreation activity and we have supported it.

However, the matter of "gun control" is another issue and one which the Recreation, Parks & Culture Board has never addressed. I would be reluctant to recommend to City Council support of the Dauphin Handgun Club resolution without this request coming from the Dauphin Town Council as special interest groups could be petitioning Council to support any number of initiatives. Thus, I would suggest Council only respond to these when they are generated by another Municipal Council seeking the support of similar bodies.

**RECOMMENDATION:**

That City Council respond to the Dauphin Handgun Club expressing a reluctance to support their request, indicating that it is not an issue for the Council of the City of Red Deer, and that requests such as this should flow from Municipal Council to Municipal Council.

  
LOWELL R. HODGSON, Manager  
Recreation & Culture Department

Commissioners' Comments

LRH/lr

We concur with the comments of the Policing Committee that Council not support this resolution.

c. Craig Curtis  
Inspector R. Beaton  
Policing Committee

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

TO:

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

FROM:

CITY CLERK

RE: DAUPHIN HANDGUN CLUB - FIREARM USE

Please submit comments on the attached to this office by Nov. 1

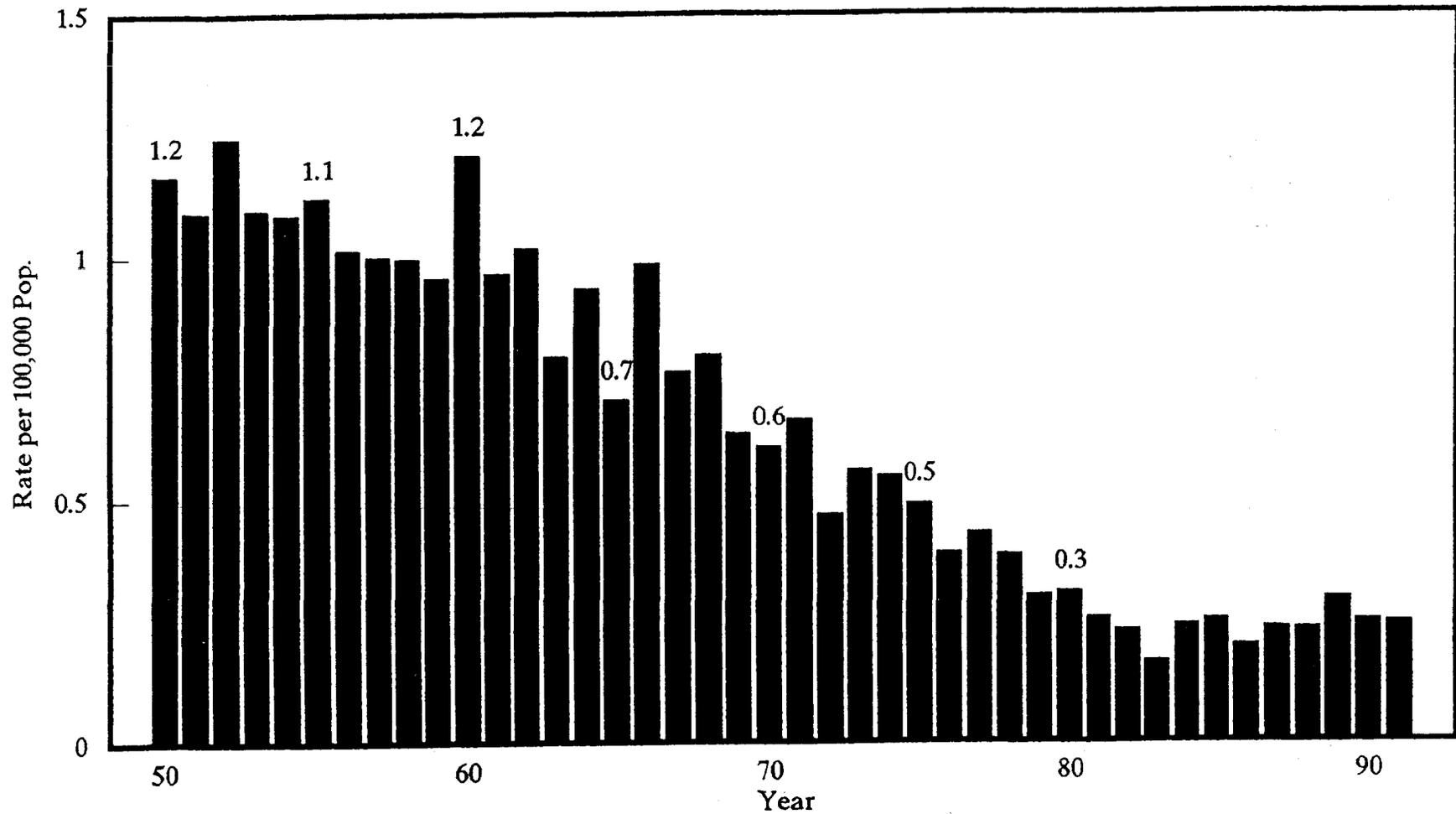
for the Council Agenda of Nov. 8/93

  
 C. SEVCIK  
 City Clerk



# ACCIDENTAL DEATHS INVOLVING FIREARMS

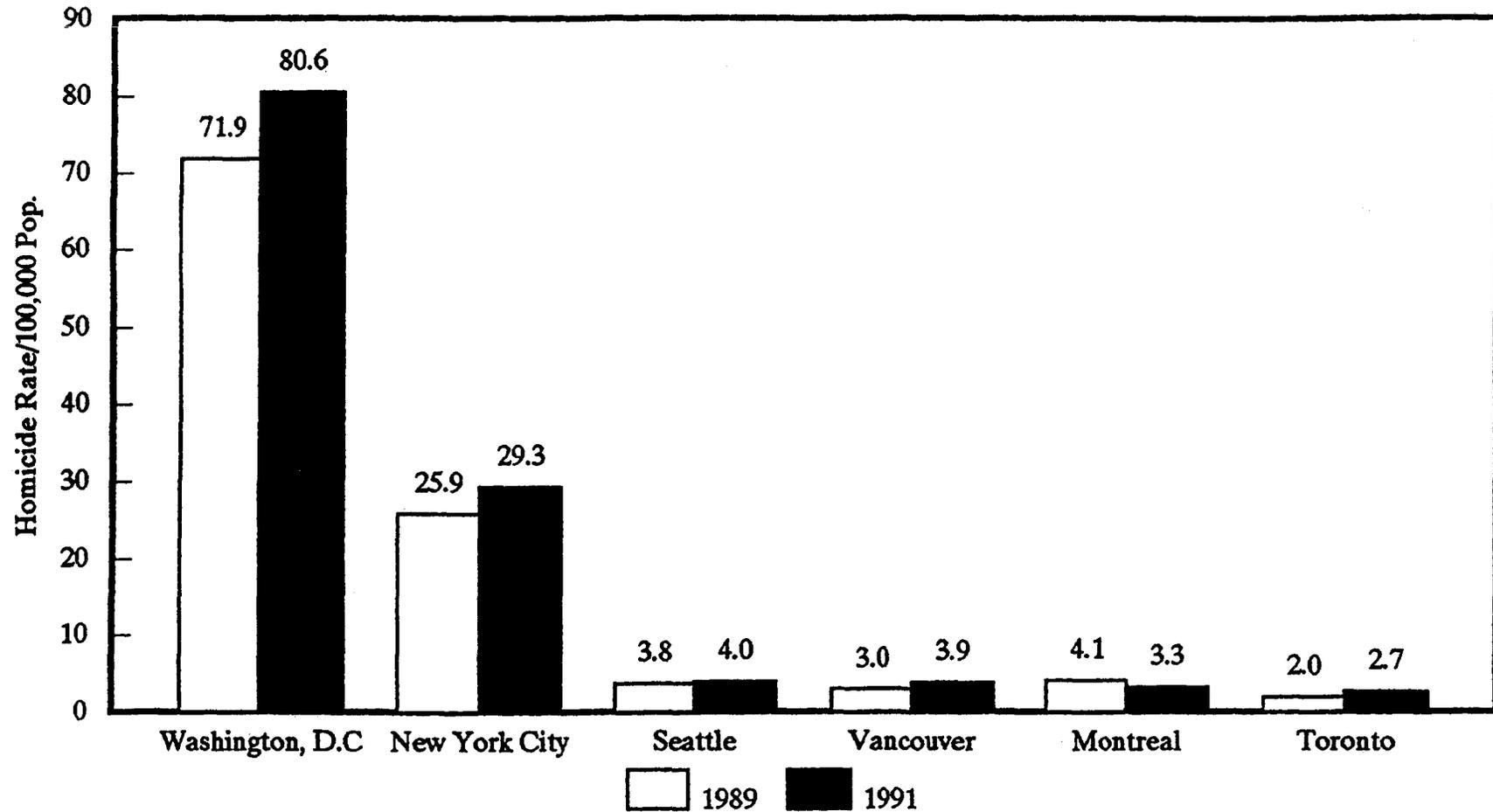
Canada 1950-1991



SOURCE: Dominion Bureau of Statistics and Canadian Centre for Health Information.

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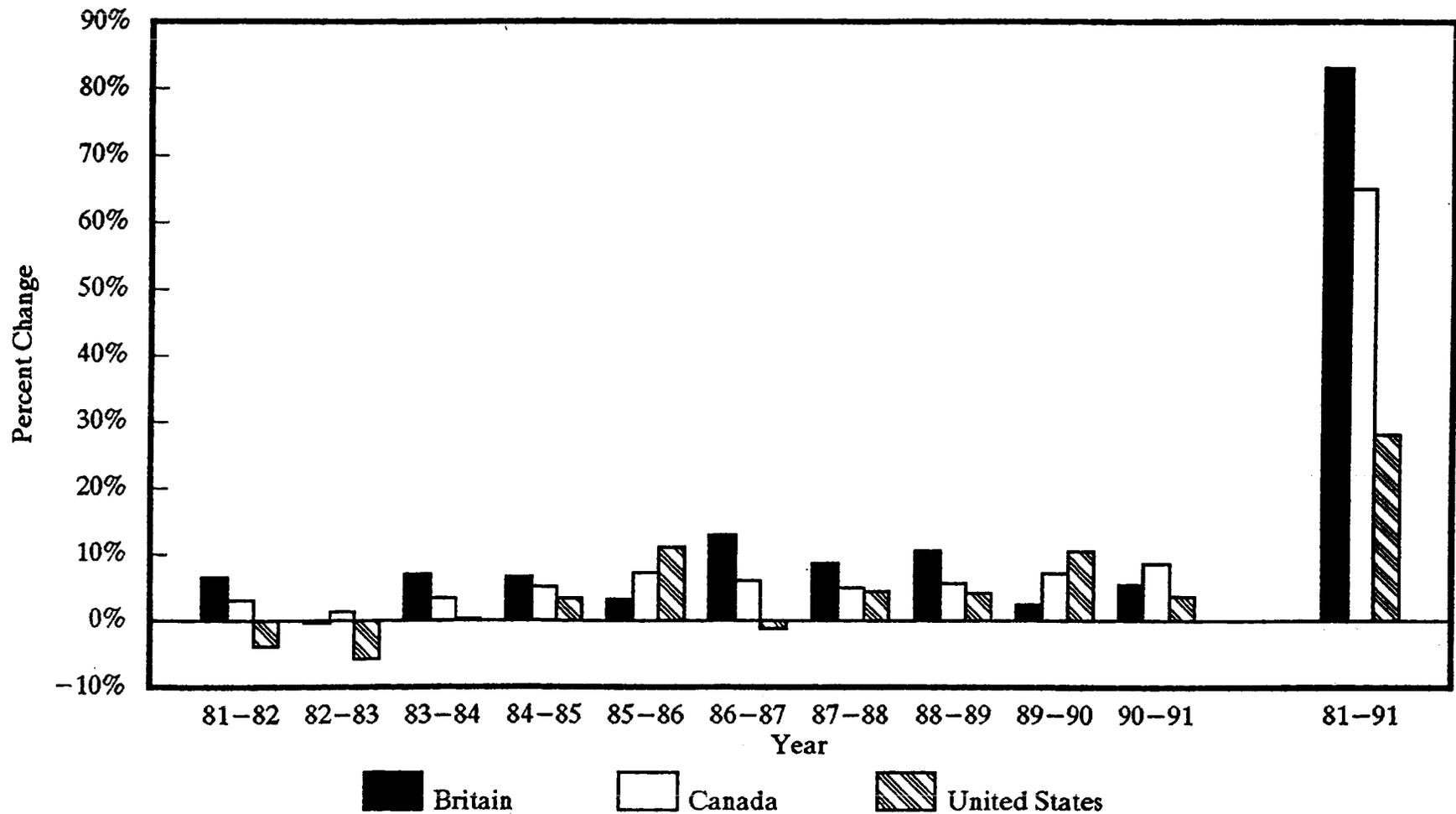
Canadian and U.S. Cities



NOTE: Possession and sale of handguns in Washington D.C, has been prohibited since 1977.

NOTE: Acquisition and ownership of firearms, especially handguns, in N.Y.C is more restrictive than Canada.

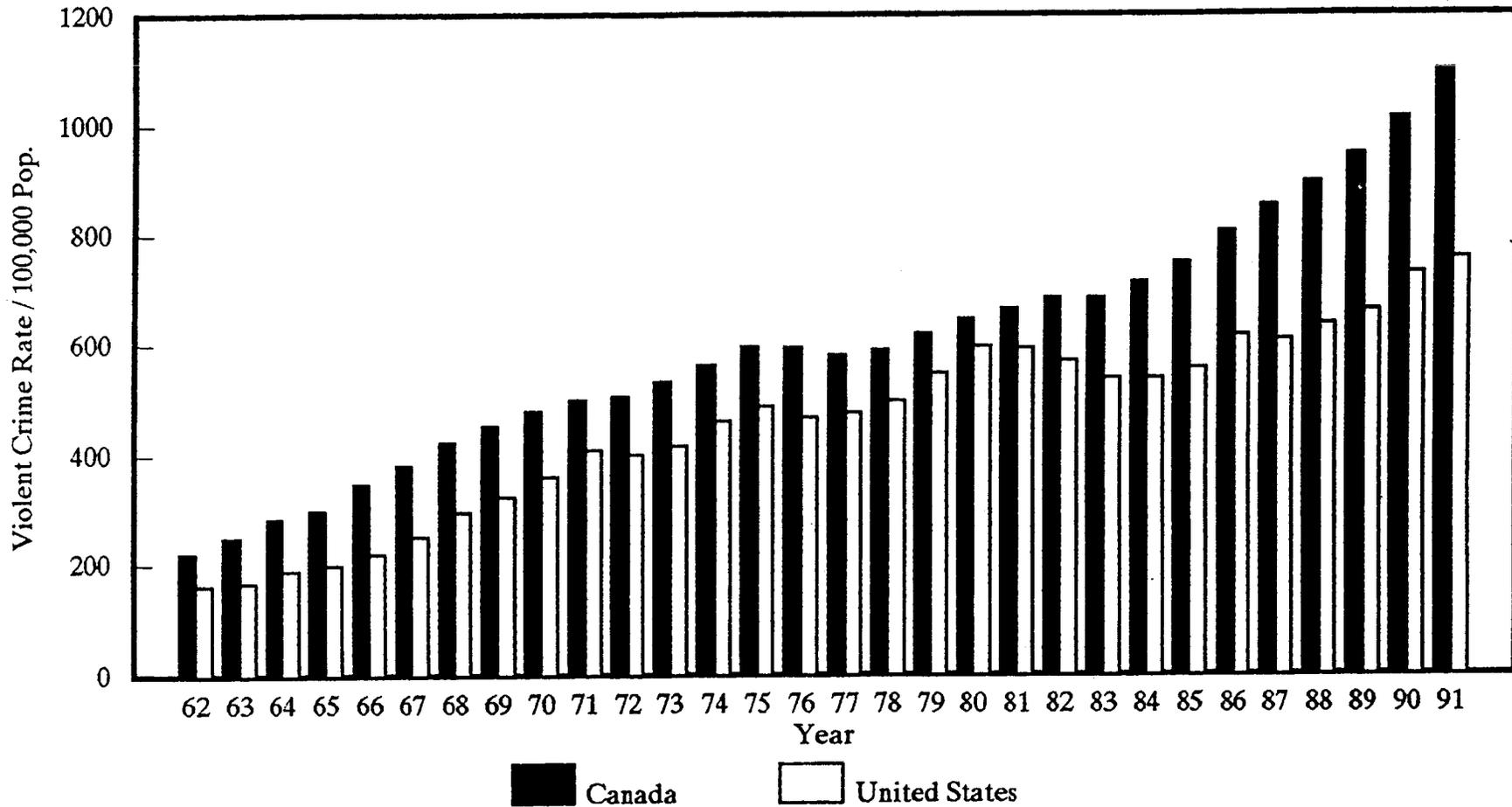
# CHANGE IN VIOLENT CRIME RATES



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 U.K SOURCE: "Annual Abstract of Statistics 1993", p.4, pp73-81. Figures exclude Northern Ireland.

# VIOLENT CRIME

1962-1991



U.S. SOURCE: "Uniform Crime Reports for the United States 1991", Federal Bureau of Investigation, p.58.  
CDN. SOURCE: "Crime Trends in Canada 1962-1990", Cdn. Ctr. for Justice Statistics, p.15.

**DATE:** November 1, 1993

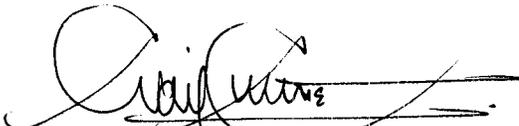
**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** CRAIG CURTIS, Director  
Community Services Division

**RE:** DAUPHIN HANDGUN CLUB: FIREARM USE  
Your memo dated October 25, 1993 refers.

---

We have no comments from a Community Services perspective.



CRAIG CURTIS

:dmg



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

November 9, 1993

Dauphin Handgun Club  
Box 436  
Dauphin, Manitoba  
R7N 2V1

Att: Inky Mark  
President

Dear Sir:

RE: FIREARM USE

---

I would advise that your letter of October 18, 1993 soliciting support for lawful, responsible and safe firearm use, was presented to Council of The City of Red Deer, November 8, 1993.

Council of The City of Red Deer did not support your request and in this regard passed the following motion:

"RESOLVED that Council of The City of Red Deer hereby agrees not to support the resolution proposed by the Dauphin Handgun Club, and as recommended to Council November 8, 1993 by the Policing Committee."

The decision of Council is submitted for your information and I am also enclosing herewith the Administrative comment which appeared on the Council Agenda of November 8th (pages 96-97).

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

Sincerely,

C. SEVCIK  
City Clerk

CS/clr  
Encls.

cc: Insp. R. Beaton  
Recreation and Culture Manager  
Policing Committee



*a delight  
to discover!*

No. 4

**David Ferrier  
407-8715 104 St.  
Edmonton Alberta T6E 4G7  
(403) 439 7826**

October 11, 1993

City Council  
Red Deer

Dear Sirs:

**Re: Signposting**

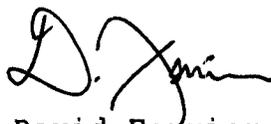
Recently I stopped off for lunch in Red Deer en route from Innisfail to Edmonton. I had a nice lunch, but although I was able to get to downtown Red Deer from HW2 fairly easily, getting back to HW2 from Red Deer was quite another matter.

Although I am sure that you would like to see the population of your city increase, it is probably not in your plan to have persons trapped in Red Deer and unable to leave because they cannot find HW2.

May I suggest that you improve (or institute) signposting indicating the direction of HW2 from various points in your city.

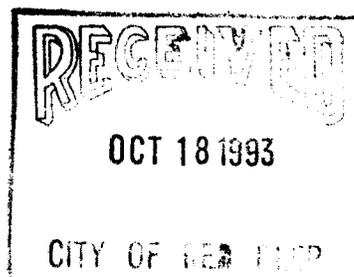
I enclose for your attention a list of points that posed particular problems to me.

Yours truly,



David Ferrier

encl.



**CITY OF RED DEER  
HW2 SIGNPOSTING PROBLEMS**

<i>Location</i>	<i>Problem</i>
Ross St. & Gaetz Ave.	No indication of how to get from the center of the city to HW2. By luck, one might get onto Taylor Drive, a good route to HW2 if one is going to Edmonton but less appealing to those en route to Calgary.
Taylor Drive & 67 St.	No indication that persons northbound on Taylor Drive should turn left here to get to HW2. This problem is exacerbated by a "NO U TURN" sign 20 meters north of 67 St., exactly where a visitor realises he has passed a possible route to HW2.
Taylor Drive & Sylvan Lake Trail	A T-intersection signposted in only two of the three possible directions of approach. Persons southbound on Taylor Drive see a sign for Sylvan Lake Trail; persons eastbound on Sylvan Lake Trail see a sign for Taylor Drive; but persons northbound on Taylor Drive see no sign (except, possibly, in their rear view mirror). Visitors looking for HW2 have a better than 50% chance of zooming off into a cul de sac suburb instead of toward HW2.
Sylvan Lake Trail & HW11A	The tired traveller leaving Red Deer, exhausted by the search for HW2, sees no sign indicating that HW2 is to the left. Mr. Traveller should now realize that he is past the city limit, no responsibility of the Red Deer city administration, and must again fall back on the native cunning and animal instincts that have guided him to this point.

DATE: October 20, 1993  
TO: City Clerk  
FROM: Land & Economic Development Manager  
RE: **DAVID FERRIER - SIGNPOSTING AGREEMENT**

---

We agree that Mr. Ferrier's suggestions would be a very positive step in informing visitors to the City of a route to Highway #2.



Alan V. Scott

WFL/pr



**RED DEER  
REGIONAL PLANNING COMMISSION**

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

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

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

**MEMORANDUM**

**DATE:** October 22, 1993

**TO:** Charles Sevcik, City Clerk

**CC:** Director of Community Services  
Director of Engineering Services  
Economic Development Manager

**FROM:** Frank Wong, Planning Assistant

**SUBJECT:** DAVID FERRIER - SIGNPOSTING

Mr. Ferrier is expressing concern that there is a lack of appropriate signage for travelers wishing to exit the City, more specifically back to Highway No. 2.

Upon inspection of some specific areas or locations that Mr. Ferrier mentioned, we concur with his observations. There appears to be a lack of directional signage to Highway No. 2, and also to Highway No. 11.

Planning staff recommend that the Engineering Department investigate the need for additional signage.

*Frank Wong*

Frank Wong, Planning Assistant

MUNICIPALITIES WITHIN COMMISSION AREA

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

DATE: November 2, 1993  
 TO: City Clerk  
 FROM: Engineering Department Manager  
 RE: **DAVID FERRIER - SIGN POSTING**

---

Mr. Ferrier has expressed a concern that the unfamiliar motorist may find difficulty in seeking the appropriate route out of the downtown to gain access to one of the four Provincial Primary Highways surrounding the City.

We have identified a need to improve our signing due to the significant amount of road construction that has occurred in the City over the last three years; however, due to workload, decreasing staff, and budget reductions, this matter has been treated as a second priority item.

### **RECOMMENDATION**

We would respectfully recommend, if there is a desire to proceed, that Council consider deferring this matter for a period of six weeks such that the Engineering Department can prepare an overall City "Primary Highway Guide Signs" plan, together with an estimate of costs for implementation.



Ken Haslop, P. Eng.  
 Engineering Department Manager

KGH/cy

c.c. Traffic Engineer  
 c.c. Director of Community Services  
 c.c. Principal Planner, RDRPC

### **Commissioners' Comments**

We concur with the recommendations of the Engineering Department Manager.

"G. SURKAN"

Mayor

"M.C. DAY"

City Commissioner

TO:

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

FROM:

CITY CLERK

RE: David Ferrier - Signposting

Please submit comments on the attached to this office by November 1, 1993

for the Council Agenda of November 8, 1993.

  
 C. SEVCIK  
 City Clerk



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

October 19, 1993

Mr. David Ferrier  
407, 8715 - 104 Street  
Edmonton, Alberta  
T6E 4G7

Dear Sir:

**RE: SIGNPOSTING**

---

Thank you for your letter in regard to the above. I would advise that this matter will be presented to Red Deer City Council at its meeting on November 8, 1993.

In the event you wish to be present, please call this office on Friday prior to the said meeting to determine a suitable time.

Trusting you will find this satisfactory.

Sincerely,

  
G. SEVCIK  
City Clerk

CS/clr



*a delight  
to discover!*

**DATE:** October 20, 1993

**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** CRAIG CURTIS, Director  
Community Services Division

**RE:** DAVID FERRIER - SIGNPOSTING  
Your memo dated October 19, 1993 refers.

---

I have discussed this matter with the Parks and Recreation & Culture Managers, and we have no comments from a Community Services perspective.



CRAIG CURTIS

:dmg

c Don Batchelor, Parks Manager  
Lowell Hodgson, Recreation & Culture Manager

**DATE: NOVEMBER 9, 1993**  
**TO: ENGINEERING DEPARTMENT MANAGER**  
**FROM: CITY CLERK**  
**RE: DAVID FERRIER - SIGN POSTING**

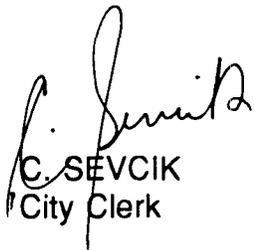
---

At the Council Meeting of November 8, 1993, concerns expressed by Mr. David Ferrier in his letter of October 11, 1993, pertaining to the above topic, received consideration.

Following is the motion which was passed by Council in accordance with your recommendations:

"RESOLVED that Council of The City of Red Deer hereby agrees that the concern expressed by Mr. David Ferrier re: Sign Posting, be deferred for a period of six weeks to enable the Engineering Department to prepare an overall City "Primary Highway Guide Signs" plan, together with an estimate of costs for implementation, and as recommended to Council November 8, 1993."

The decision of Council in this instance is submitted for your information and we look forward to your report in due course as directed by Council.

  
C. SEVCIK  
City Clerk

CS/clr

cc: Land and Economic Development Manager  
Principal Planner



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

November 9, 1993

Mr. David Ferrier  
407, 8715 - 104 Street  
Edmonton, Alberta  
T6E 4G7

Dear Sir:

RE: SIGN POSTING

---

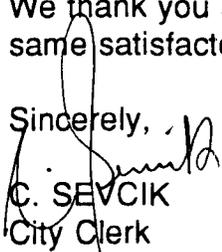
This is to advise that your letter of October 11, 1993 pertaining to the above topic was presented on the Council Agenda of November 8, 1993.

At the aforesaid meeting, Council passed the following motion:

"RESOLVED that Council of The City of Red Deer hereby agrees that the concern expressed by Mr. David Ferrier re: Sign Posting, be deferred for a period of six weeks to enable the Engineering Department to prepare an overall City "Primary Highway Guide Signs" plan, together with an estimate of costs for implementation, and as recommended to Council November 8, 1993."

The decision of Council in this instance is submitted for your information and I am also enclosing herewith the Administrative comment which appeared on the said agenda (pages 100-102).

We thank you again for bringing this matter to Council's attention and trust you will find same satisfactory.

Sincerely,  
  
 C. SEVCIK  
 City Clerk

CS/clr  
Encls.



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to discover!*



• RED DEER'S •

**ORIGINAL**<sup>103</sup>

• BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 STREET • RED DEER, ALBERTA • T4N 1S8 • (403) 340-TOWN (8696) •

NO. 5

OCTOBER 27, 1993

**CITY COUNCIL**  
CITY OF RED DEER

**RE: Towne Centre Association  
1994 Budget Proposal**

**Dear City Council,**

The Association is pleased to present for your approval our 1994 Budget. This budget, as has been the case since 1989, has no increase in taxes to our membership. In addition it reflects a 2.25% reduction in the litter contract as requested by the Director of Finance.

The Association Board after much discussion has advised the City that as a result of requested cutbacks to the Communities Christmas decoration program as well as ongoing under funding problems for the service, the Association is no longer able to provide storage, maintenance, installation or removal of the decorations.

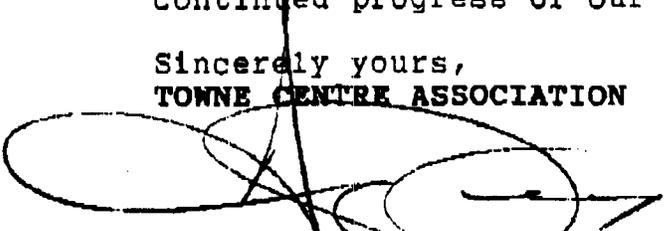
Our budget as always reflects estimates of the total BRZ tax revenue and the Provincial Government grant in lieu of taxes and the programs approved for '94 can be amended as required to reflect a balanced budget should these estimates be incorrect.

The BRZ cost to its members remains the lowest assessment for a BRZ in the Province, which now has more than 26 BRZ's in place.

Our budget summary is illustrated in a slightly different form this year, but still contains the four point program as recommended by Main Street Canada, as well as the litter contract for the BRZ.

We appreciate the support we have received from City Council over the past ten years and we look forward to the continued progress of our Downtown.

Sincerely yours,  
**TOWNE CENTRE ASSOCIATION**



Herb Der, Chairman.



# • RED DEER'S • ORIGINAL • BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 STREET • RED DEER, ALBERTA • T4N 1S8 • (403) 340-TOWN (8696) •

## 1994 TOWNE CENTRE BUDGET PROPOSAL

The following budget presented for Council approval reflects no change in BRZ tax to members. The BRZ total is calculated from assessments provided by the City in September of 1993, and takes into account the relocation or loss of certain businesses.

The Provincial Grant in Lieu presumes no change in the amount from 1993. However plans are in place to modify the working budget if the Province cuts back on the existing Grant in lieu.

The figures also reflect elimination of the Christmas Decoration Program and a 2.25% reduction in the litter contract, as requested by the City.

### REVENUE:

BRZ TAX (members)	\$90,900	('93 92,006)
Provincial Grant in Lieu	\$15,500	('93 15,500)
Litter Contract	\$43,700	(including GST)('93 44,700)
Kiosk Sales	\$3,500	('93 4,000)
Miscellaneous Revenue	\$3,600	('93 7,800)
<b>TOTAL REVENUE</b>	<b>\$157,200</b>	(1993 total \$165,000 which included a surplus from '92))

### EXPENSES:

**PROMOTIONS, ADVERTISING and DESIGN** have been combined into one total figure. This category includes; Media, Events, Equipment, City Fees, Design Service, Projects, Labor, Management and Administration costs;

**\$91,042.00**

**ORGANIZATION** includes; Administration, Memberships, Communication, City Liaison, Public relations, Management and Operating costs.

**\$11,545.00**

**ECONOMIC DEVELOPMENT** includes; Communication, Statistics, Printing, Consulting, and Management.

**\$10,913.00**

**LITTER CONTRACT** includes; Labor, Equipment, Management and Administration.

**\$43,700.00**

**DATE:** November 2, 1993

**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** CRAIG CURTIS, Director  
Community Services Division

**RE:** TOWNE CENTRE ASSOCIATION: 1994 BUDGET  
Your memo dated October 27, 1993 refers.

---

1. The Towne Centre Association has submitted its 1994 budget for consideration by City Council. The total budget is \$157,200, which is primarily funded from a Business Revitalization Zone (BRZ) tax on its members, a provincial grant in lieu, and a litter contract from the City. The litter contract in the sum of \$43,700 has been reduced in accordance with the City budget guideline of -2.25%, and will result in a small reduction in service.
2. The Towne Centre Association has also indicated that it is no longer able to provide storage, maintenance, installation or removal of the Christmas decorations in 1994. The responsibility for the Christmas decorations was awarded to the Towne Centre Association in 1989, after they indicated that they could economize the operation and complete all services for \$4,000. In 1993, City Council approved a request from the association to increase the fee for service to \$7,500. The guideline for 1994 is a reduction of 2.25%, which has resulted in the association's declining to continue with the program.
3. I have discussed the Towne Centre Association's submission with the Parks and Recreation & Culture Managers, and our comments are as follows:
  - The budget submission from the Towne Centre Association appears reasonable and has accommodated a small reduction in the litter contract.
  - We cannot understand the decision by the Towne Centre Association to discontinue responsibility for the Christmas Decoration Program. The association budget for this service was originally \$4,000 and was increased to \$7,500 in 1993, which was the amount requested. The reduction of 2.25% could be accommodated by the elimination of some of the older decorations on 49 Avenue, which also have higher maintenance costs.
  - It is considered that the City should investigate the alternatives for the storage, maintenance, repair, installation and removal of the Christmas decorations in 1994. The alternatives would include contracting out the operation to a private business or non-profit group. It should be noted that the Towne Centre Association is responsible for the installation of the decorations this year, which should proceed as planned.

.../2

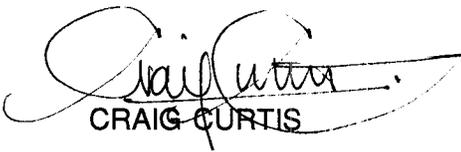
Charlie Sevcik  
Page 2  
November 2, 1993  
Towne Centre Association: 1994 Budget

---

4. **RECOMMENDATIONS**

It is recommended that City Council:

- Accept the Towne Centre Association's proposed budget for information at this time, prior to consideration during the 1994 budget deliberations in January.
- Request the Administration to investigate alternatives for the storage, maintenance, repair, installation and removal of the Christmas decorations in 1994 within the budget guideline.



CRAIG CURTIS

:dmg

c Don Batchelor, Parks Manager  
Lowell Hodgson, Recreation & Culture Manager

DATE: October 29, 1993  
TO: City Clerk  
FROM: E. L. & P. Manager  
RE: Towne Centre Association - 1994 Budget Proposal

---

The only item in the Towne Centre Association letter of October 27, 1993 which I wish to comment on is that of the Christmas Decoration Program.

The E. L. & P. Department did, until the end of 1989, provide the Downtown Christmas Decoration service. The costs were charged to the Street and Traffic Light Program which was funded through municipal taxes. The decorations were the electrical type and required connection to the street lighting electrical system.

The Towne Centre Association undertook to manage the program in 1990 with the costs to be covered by a City grant as approved by Council. A major reason for this change was that the Association could perhaps be more cost effective than the City. The old electrical decorations were eliminated and there was no longer a need for skilled people, such as E. L. & P. staff, to install or remove the decorations.

#### Recommendation

It is recommended that the Association be requested to prepare a detailed 1994 budget for the management of the Downtown Christmas Decoration Program for consideration by Council in conjunction with the 1994 Budget.



A. Roth,  
Manager

AR/jjd

DATE: November 1, 1993  
TO: C. Sevcik, City Clerk  
FROM: A. Scott, Land and Economic Development Manager  
RE: **TOWNE CENTRE ASSOCIATION - 1994 BUDGET**

---

The proposed 1994 budget of the Towne Centre Association is an item for discussion with City Council, and based upon the information provided, it would be difficult for this department to comment any further.

The Economic Development Department does have some concern with respect to the Towne Centre Association's intention to no longer provide storage, maintenance, installation and removal of Christmas decorations. The citizens of Red Deer look forward to the erection of Christmas decorations, and I think that the Towne Centre Association should perhaps reconsider some of their initiatives in an effort to maintain their participation in the Christmas decoration program. It seems to me that it is critical to any success the Towne Centre area might achieve in the future.



Alan V. Scott

AVS/mm

FILE: gord\memos\twn-cnt.bud

**DATE:** November 2, 1993  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE: TOWNE CENTRE ASSOCIATION - 1994 BUDGET**

---

**FAXED**  
93/11/93

The Public Works Department is involved in the funding of the Litter Contract through the garbage collection utility.

The budget our department has submitted to the Commissioners for review is for \$43 300, including G.S.T. The litter control costs directly impact on the garbage collection rates.

### **RECOMMENDATION**

It is respectfully recommended that Council consider the request for funding as part of the 1994 operating budget review.



Gordon Stewart, P. Eng.  
Public Works Manager

/blm

c Director of Community Services  
Director of Engineering Services  
Director of Financial Services  
Economic Development Manager  
E.L. & P. Manager  
Parks Manager

DATE: October 29, 1993  
TO: City Council  
FROM: City Clerk  
RE: 1994 TOWNE CENTRE ASSOCIATION BUDGET

---

The proposed 1994 budget as submitted by the Towne Centre Association is enclosed herewith for Council's information.

Section 171.5 of the Municipal Government Act provides as follows:

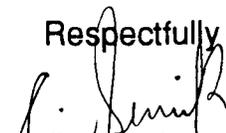
- "171.5(1) At the time and in the form prescribed by the Council, a board shall submit to the Council for its approval the estimates of the board for the current year and may request of the Council any sums of money required to carry out its powers and duties.
- (2) On receipt of the estimates, the Council shall provide, in the form and manner it considers adequate, to every person assessed for business purposes in the area, notice of the estimates and the date and place of the Council Meeting at which the estimate will be considered.

In the past, Council has directed that individual notices be mailed to every person assessed for business purposes in the area. The cost of sending out notices individually approximates the cost of an advertisement. In addition, Council is requested to establish the date for the meeting.

RECOMMENDATION:

1. That the Towne Centre Association budget be considered at the regular Council Meeting to be held on Monday, January 31, 1994, commencing at 7:00 p.m., or as soon thereafter as Council may determine.
2. That individual notices of the meeting date be mailed out as in the past.

Respectfully submitted,

  
C. Sevcik  
City Clerk

Commissioner's Comments

The attached letter and budget from the Towne Centre Association is submitted for Council's approval in due course. It would appear there are two issues that are raised by this submission. The first is the time at which Council will consider the budget and the form of notification to the assessed businesses that Council wishes to see. The attached report from the City Clerk addresses this issue and we support his recommendation which is consistent with the practise Council has adopted in the past.

The second issue raised in the budget presented by the B.R.Z. is the question of Christmas decorations. It would appear that it is the intent of the B.R.Z. to return the responsibility for Christmas decorations to the City.

It would seem to us that Christmas decorations are a very important element of any program operated by the B.R.Z., as well as a general benefit to the whole community. In view of this, we concur with the recommendation of the Director of Community Services that the administration investigate alternatives to the current delivery of the program. Given the fact that the Towne Centre has advised they have enough budget to install the decorations this season, but not take them down, we recommend the review take place immediately so that, if necessary, adjustments can be made to the scope of the program to ensure there is adequate budget to remove any decorations installed.

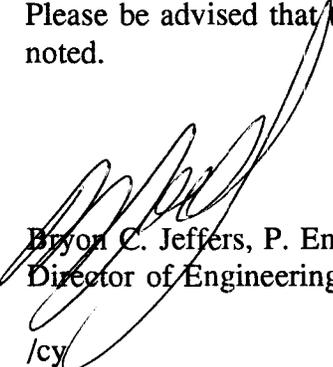
"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

DATE: October 29, 1993  
TO: City Clerk  
FROM: Director of Engineering Services  
RE: **1994 BUDGET  
TOWNE CENTRE ASSOCIATION**

---

Please be advised that the Engineering Department has no comments with respect to the above noted.



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

/cy



THE CITY OF RED DEER

P.O. BOX 5008, RED DEER, ALBERTA T4N 5T6 FAX: (403) 346-6198

FILE No.

City Clerk's Department 342-6132

DATE: 93-11-04

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 8

FAX TO: Towne Centre

ATTENTION: Mr. John Ferguson

THEIR FAX NO: 340-8699

FROM: Charlie Sewick

DEPARTMENT: City Clerks

MESSAGE AREA (if required):

- administrative comment which appears on the Nov. 3 '93 council agenda (page 105-111)
- item scheduled for discussion at 5:15 pm.

cc.



RED-DEER

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TRANSMISSION REPORT

THIS DOCUMENT WAS CONFIRMED (REDUCED SAMPLE ABOVE - SEE DETAILS BELOW)

\*\* COUNT \*\*

TOTAL PAGES SCANNED : 8

TOTAL PAGES CONFIRMED : 8

\*\*\* SEND \*\*\*

No.	REMOTE STATION	START TIME	DURATION	#PAGES	MODE	RESULTS
1	403 340 8696	11- 4-93 15:04	5' 15"	8/ 8		COMPLETED 9600

TOTAL 0:05' 15" 8

NOTE:

No. : OPERATION NUMBER 48 : 4800BPS SELECTED EC : ERROR CORRECT G2 : G2 COMMUNICATION  
 PD : POLLED BY REMOTE SF : STORE & FORWARD RI : RELAY INITIATE RS : RELAY STATION  
 MB : SEND TO MAILBOX PG : POLLING A REMOTE MP : MULTI-POLLING RM : RECEIVE TO MEMORY

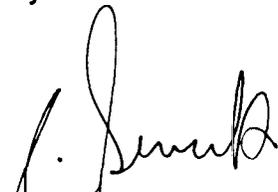
**DATE: NOVEMBER 9, 1993**  
**TO: PARKS MANAGER**  
**FROM: CITY CLERK**  
**RE: TOWNE CENTRE - CHRISTMAS DECORATION PROGRAM**

---

The above matter received consideration at the Council Meeting of November 8, 1993 and at which meeting Council passed the following motion:

"RESOLVED that Council of The City of Red Deer hereby agrees that the Administration investigate alternatives to the current delivery of the Christmas Decoration Program and that said review take place immediately so that, if necessary, adjustments can be made to the scope of the program to ensure there is adequate budget to remove any decorations installed in 1993, and as recommended to Council November 8, 1993 by the City Commissioners."

The decision of Council in this instance is submitted for your information and we would request that you coordinate this investigation and report back to the Council Meeting of November 22, 1993. We would appreciate your report, if at all possible, by no later than Tuesday, November 16, 1993, however I do appreciate the time constraints under which you will be working.



C. SEVCIK  
City Clerk

CS/clr  
*Encls.*

cc: Director of Community Services  
E. L. & P. Manager  
Public Works Manager  
Land and Economic Development Manager



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

November 9, 1993

The Towne Centre Association  
 B3, 4901 - 48 Street  
 Red Deer, Alberta  
 T4N 1S8

Att: Mr. Herb Der,  
 Chairman

Dear Sir:

RE: TOWNE CENTRE ASSOCIATION 1994 BUDGET PROPOSAL  
 AND CHRISTMAS DECORATION PROGRAM

---

I would advise that your letter of October 27, 1993 concerning the 1994 Towne Centre Budget Proposal, appeared on the Council Agenda of November 8, 1993.

Following are the resolutions which were passed by Council regarding said matters:

"RESOLVED that Council of The City of Red Deer hereby agrees that the Towne Centre Association Budget for 1994, be considered at the regular Council Meeting to be held on Monday, January 31, 1994, commencing at 7:00 p.m., or as soon thereafter as Council may determine.

Council further agrees that individual notices of the meeting be mailed out to every person assessed for business purposes in the BRZ area."

"RESOLVED that Council of The City of Red Deer hereby agrees that the Administration investigate alternatives to the current delivery of the Christmas Decoration Program and that said review take place immediately so that, if necessary, adjustments can be made to the scope of the program to ensure there is adequate budget to remove any decorations installed in 1993, and as recommended to Council November 8, 1993 by the City Commissioners."



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to discover!*

Towne Centre Association  
Page 2  
November 9, 1993

With regard to the first motion, this office will be mailing out notices of the meeting at which the Towne Centre Budget will be considered, early in the New Year.

In connection with the second resolution, we are requesting the Parks Manager, Mr. Don Batchelor, to coordinate the review of the current delivery of the Christmas Decoration Program and to report back to Council at the next meeting in view of the time constraints.

Trusting you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/clr

cc: Director of Community Services  
Parks Manager  
E. L. & P. Manager  
Land and Economic Development Manager  
Public Works Manager



• RED DEER'S • **ORIGINAL** • BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 STREET • RED DEER, ALBERTA • T4N 1S8 • (403) 340-TOWN (8696) •

November 9th, 1993  
CITY COUNCIL  
City of Red Deer

Dear Council,

At your meeting of November 8th, Council made several comments and requests for information regarding the Christmas Decoration program. I am pleased to submit for councils information the attached responses to those comments and queries.

Sincerely yours  
Towne Centre Association

John P. Ferguson, General Manager.

## CHRISTMAS DECORATION PROGRAM SUMMARY 1993.

---

### MALLS VS. DOWNTOWN

It was pointed out that the two regional malls produce far more elaborate displays than downtown totally at their own expense. This is quite true and a great deal of credit is due them for their initiative. It must be pointed out however that both regional malls have significantly more money in their marketing budget alone each year than the entire budget for the Towne Centre. In addition, their displays cover less than 1/3 the area that the core display does.

Never the less they do fully cover the cost of indoor display on private property.

### TCA's AGREEMENT:

Towne Centre agreed to undertake the Christmas Display service seven years ago on the premise that adequate funds would be available to operate the program. In the first two years significant catch up was required in order to produce the new decorations as well as generate a complete budget of costs. Since '89 the Association annually indicated that problems existed with adequate funding particularly in the repair replacement section of the budget.

In 1990 the Chairman of the board addressed Council on the issue of an increase to the \$4,500 budget. He specifically suggested that financing the program was an increasing problem. In 1991 the Chairman again approached Council requesting the fund be increased to \$7,000 because of increased costs. He indicated that the program could not be completed for the current \$5000 grant. Council agreed to \$6,000 that year. In 1992 the Chairman again addressed Council indicating that the service could not be completed without an increase to \$7500. Council agreed to fund the program at \$7500.

Subsequent to these increases, the Board of Directors determined during our Budget meetings in October that we could not continue to operate this program properly without additional funds. At the same time the City was requesting a 2.25% reduction in the '94 grant request.

The Board decided that since we were unable to properly provide the service within our upcoming budget based on the \$7331 grant guideline, that another agency should be considered to undertake the program.

(cont'd)

**TCA FUNDS SHOULD SUBSIDIZE THE PROJECT:**

The Association has absorbed several thousand dollars of extra cost for this program since 1987. In each years total budget, an average of 50% of our budget expenditures are programmed for retail oriented projects. That is without additional funds being expended on the Christmas Decorations.

Even with this percentage of retail spending, retail remains only 22% of our membership. The board is faced with hard decisions on programming every year, and this year, the Christmas decoration program did not make the priority spending list.

The boards responsibility is to ensure that all our projects provide benefit to the broadest section of our members as is possible with the limited funding available. We have retailers in our City whoes marketing budget for a single major weekend promotion exceeds our entire budget for marketing in full year.

We have not eliminated all marketing for Christmas, and have budgeted for continuing sponsorship of the Teddy Bear Promenade. This event produces measurable results far greater than those we can measure from the decoration program. In addition, we continue to support advertising projects throughout the Christmas season.

**BUDGET SUMMARY OF EXPENSES FOR 1993;**

Removal January 1993	-	\$1,100.00
Warehouse storage Jan/Dec	-	\$3,600.00
Cleaning and repairs '93	-	\$550.00
Replacement of banners (50)	-	\$1,500.00
Installation Dec.'93	-	\$1,835.00
Portion of insurance	-	\$100.00
<b>TOTAL COSTS FOR '93</b>	<b>-</b>	<b>\$8,685.00</b>

In addition an estimated \$1200 in additional repairs including labor are needed for the collection. In 1994 at least another 50 banners will need replacement at a cost of \$1500.00

Warehouse rent including utilities, taxes and common area cost \$5.52 per square foot, with 1300 sq.ft. required. Half of this cost is charged against the storage of decorations.

-----

DECORATION COSTS:

---

50% of the annual warehouse rental costs including utilities and triple net	- \$3,600.00
Installation; Bucket truck rental with operator \$45/hr.	- \$1,440.00
Labor 32 hours	- \$320.00
Banner fasteners	- \$75.00
Removal; Bucket truck rental with operator \$45/hr	- \$900.00
Labor 20 hours	- \$200.00
Cleaning of decorations; Labor 16 hours	- \$160.00
Car Wash	- \$80.00
Repair of decorations; Labor 24 hours	- \$240.00
Materials (budget)	- \$500.00
Banner replacement 4 yr cycle	- \$870.00
Major decoration replacement budget (2/yr)	- \$720.00
Insurance for fire, theft, vandalism while in storage	- \$100.00
<hr/>	
<b>TOTAL ANNUAL BUDGET</b>	<b>\$9,205.00</b>

---

INVENTORY:

NOTICES OF MOTIONNO. 1

**DATE:           OCTOBER 26, 1993**

**TO:             CITY COUNCIL**

**FROM:          CITY CLERK**

**RE:            ALDERMAN VOLK - NOTICE OF MOTION:  
CHRISTMAS LIGHT COMPETITION**

---

The following Notice of Motion was submitted by Alderman Volk at the Council Meeting of October 25, 1993:

WHEREAS, for sometime, The Chamber of Commerce has not hosted a Christmas Light Competition in our city; and

WHEREAS, viewing Christmas lights is a form of free entertainment for many citizens; and

WHEREAS, The City of Red Deer Transit Department currently holds a Christmas Light Sight-Seeing Tour each year and it would be easy for participants of the tour to judge a competition;

THEREFORE, be it resolved that the City of Red Deer host a Christmas Light Competition. Any person that would like their home judged must submit their address to the Transit Department. The lights will be judged by the participants of the Transit Department's Sight-Seeing Tour. The prizes will be as follows:

- 1st Prize:     Free Electricity in December
- 2nd Prize:    50% off Electricity Bill in December
- 3rd Prize:    25% off Electricity Bill in December."

  
C. SEVCIK  
City Clerk

CS/clr

DATE: October 28, 1993  
TO: City Clerk  
FROM: E. L. & P. Manager  
RE: Alderman Volk - Notice of Motion:  
Christmas Light Competition

---

The Christmas Light Competition suggested by Alderman Volk is, in my opinion, a good way of enhancing the "Christmas Spirit" within Red Deer. However, it is my opinion that a project of this type, together with the prizes, could be very well organized and administered by a local service club.

I would like to make one suggestion regarding any such program. The E. L. & P. Department, and other Alberta electric utilities, have a December/January advertising campaign which requests consumers to avoid using electricity during the electricity peak hours of 4:30 p.m. to 7:00 p.m. on Monday to Friday inclusive. This campaign is designed to reduce the peak demand for electricity and thereby keep costs to consumers as low as possible. It would be helpful if the Christmas Light Competition would take place after 7:00 p.m. to avoid conflict with the utility campaign.



A. Roth,  
Manager

AR/jjd

DATE: October 29, 1993  
TO: City Clerk  
FROM: Transit Manager  
RE: **ALDERMAN VOLK - NOTICE OF MOTION  
CHRISTMAS LIGHT COMPETITION**

---

The Transit Department provides Christmas light tours under a charter basis only. In the past the Kinsmen Club has chartered buses to give the residents of local nursing homes an evening out to enjoy the light displays.

As this service is provided under a charter basis only, it is not offered to the general public. The Transit Department does not budget for these tours and all costs are recovered through the charter rates paid by the chartering organization.

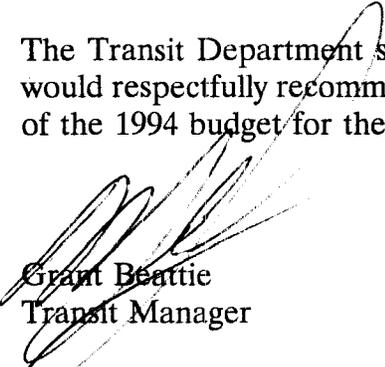
Although Alderman Volk's suggestion has merit, it is my opinion that to be feasible and to meet the intent as I understand it, the general public would need to become involved. The tours as they are currently being provided does not permit input from the general public.

If, however, it was Council's wish to provide these tours, arrangements could be made through a special services provision in the 1994 budget. The cost would be minimal if a nominal charge was levied for tour participants. If Council wished to offer the tours this year, an estimated gross cost of approximately \$300 for a one evening tour would be realized.

The Transit Department would support Alderman Volk's suggestion that these tours would be an inexpensive form of entertainment for many individuals in our community.

**RECOMMENDATION:**

The Transit Department supports the intent of Alderman's Volk's Notice of Motion and would respectfully recommend that the tours be offered under the special services provision of the 1994 budget for the 1994 Christmas season.

  
Grant Beattie  
Transit Manager

GB/slm

SERVING RED DEER SINCE 1894



## RED DEER CHAMBER OF COMMERCE

---

November 2, 1993

Mayor Surkan and Council,  
The City of Red Deer,  
P.O. Box 5008,  
Red Deer, Alberta  
T4N 3T4

Your Worship and Members of Council:

**RE: CHRISTMAS LIGHT COMPETITION**

The Red Deer Chamber of Commerce discussed with Alderman Volk our reasons for not sponsoring the Christmas Light Competition. Although it has been some fifteen years since this project was terminated, we believe that the same concerns should be considered by today's council when making their decision.

When the competition started there was a great deal of enthusiasm from all parts of the city. People got into the spirit of the event and the result was an increase in participation and some beautifully decorated homes.

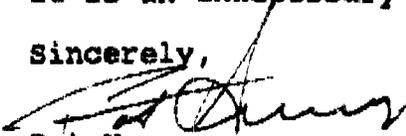
However, it soon became evident that the winners would be determined from a select group of homeowners, who spent a tremendous number of dollars to ensure that they were the winner.

In fact it was so predictable that the selection committee found that they knew who the winners were before they toured the city.

The only difference in what Alderman Volk is proposing compared to our project is the fact that we did divide the city into areas with winners being determined from each area.

If the city were to re-introduce this project you may want to consider providing prizes for different areas, however, in our view it is an unnecessary expenditure.

Sincerely,

  
Pat Henry  
Executive Director

PH:jdf

**DATE: NOVEMBER 10, 1993**

**TO: TAX SUPERVISOR  
NORM FORD**

**FROM: CITY CLERK**

**RE: 1994 TOWNE CENTRE ASSOCIATION BUDGET**

---

As in past years, Council has agreed that our office notify every person assessed for business purposes in the BRZ area, advising of the date and place Council will be considering the 1994 Towne Centre Association Budget.

Would you please provide our Department with a complete mailing list and address labels by the end of this year as you have done in previous years. It is our intention to send the notices out early in January 1994.

Your assistance in this matter is appreciated.



C. SEVCIK  
City Clerk

CS/clr

cc: Assistant City Clerk

**DATE: October 28, 1993**  
**TO: City Clerk**  
**FROM: Director of Financial Services**  
**RE: ALDERMAN VOLK - NOTICE OF MOTION  
CHRISTMAS LIGHT COMPETITION**

---

If Council decided to approve prizes as suggested, funding could be considered from:

- Transit Department because it would promote their light tours, or
- Mayor's Public Relations Budget, or
- E. L. & P. Utility as a public relations gesture.

I would favour the last funding source (E. L. & P. Utility).



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

AW/jt

*PATH: alan\memos\xmaslite.clk*

Commissioners' Comments

We support the intent of the Notice of Motion submitted by Alderman Volk, though there is merit in the comments of the E.L. & P. Manager that a service club might well be interested in promoting this project. In addition, we should also be cognizant of E.L. & P.'s concern regarding the power peak. In any event if Council approves this motion, we feel sure we can resolve the details.

"G. SURKAN"  
Mayor  
"M.C. DAY"  
City Commissioner



# RED DEER CHAMBER OF COMMERCE



FAX MESSAGE TRANSMITTED TO:

DATE: Nov 2/93

ORGANIZATION: City of Red Deer

FAX NUMBER: 346-6195 CITY: \_\_\_\_\_

ATTENTION: Charlie Sevcik

NO. OF PAGES (incl. cover page): 2

SPECIAL INSTRUCTIONS/MESSAGE: We are sorry this letter  
late and hope you will still be able to take it  
into consideration.

Thanks

FAX MESSAGE TRANSMITTED FROM:

ORGANIZATION: RED DEER CHAMBER OF COMMERCE

FAX NUMBER: 403-343-6188

TRANSMITTER: [Signature]



Please reply by phone \_\_\_ by fax \_\_\_ by mail \_\_\_  
 Original to follow \_\_\_ Urgent \_\_\_ ASAP \_\_\_ No reply required \_\_\_

TO:

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

FROM:

CITY CLERK

RE: Alderman Volk - Notice of Motion:  
Christmas Light Competition

Please submit comments on the attached to this office by November 1, 1993

for the Council Agenda of November 8, 1993.

  
 C. SEVCIK  
 City Clerk

Whereas,  
The Chamber of Commerce for sometime  
has not hosted a x-mas light  
competition in our city

Whereas: Viewing x-mas lights is a form of free  
entertainment for many citizens

Whereas: The city of RED DEER TRANSIT department  
currently holds a <sup>x-mas light</sup> sight seeing tour  
each year and it would be easy  
for participants of the tour to  
judge a competition.

Therefore: Be it Resolved that the  
city of Red Deer host a x-mas  
light competition. The lights  
will be judged by the participants  
of the transit <sup>Department</sup> sight seeing tour.

1st prize - Free electrical in December

2nd prize - 50% OFF " "

3rd prize - 25% OFF "

① Any Home that wishes to be Judged must  
ENTER Their Address with the Transit Department.

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

FROM: CITY CLERK

RE: Alderman Volk - Notice of Motion:  
Christmas Light Competition

Please submit comments on the attached to this office by November 1, 1993

for the Council Agenda of November 8, 1993.



C. SEVCIK  
City Clerk

**DATE:       OCTOBER 26, 1993**  
**TO:         CITY COUNCIL**  
**FROM:       CITY CLERK**  
**RE:         ALDERMAN VOLK - NOTICE OF MOTION:**  
**CHRISTMAS LIGHT COMPETITION**

---

The following Notice of Motion was submitted by Alderman Volk at the Council Meeting of October 25, 1993:

WHEREAS, for sometime, The Chamber of Commerce has not hosted a Christmas Light Competition in our city; and

WHEREAS, viewing Christmas lights is a form of free entertainment for many citizens; and

WHEREAS, The City of Red Deer Transit Department currently holds a Christmas Light Sight-Seeing Tour each year and it would be easy for participants of the tour to judge a competition;

THEREFORE, be it resolved that the City of Red Deer host a Christmas Light Competition. Any person that would like their home judged must submit their address to the Transit Department. The lights will be judged by the participants of the Transit Department's Sight-Seeing Tour. The prizes will be as follows:

- 1st Prize:    Free Electricity in December
- 2nd Prize:    50% off Electricity Bill in December
- 3rd Prize:    25% off Electricity Bill in December."

C. SEVCIK  
City Clerk

CS/clr

To: City Clerk.  
Li: Transit Manager.

Re: Alderman Volk. Notice of Motion  
Christmas Light Competition.

The Transit Department provides Christmas light hours under a charter basis only. In the past the Remsen Club has chartered buses to give the residents of local nursing homes an evening out to enjoy the light displays.

As this service is provided under a charter basis only it is not offered to the general public. The Transit Department does not budget for these hours and all costs are recovered through the charter rates paid by the chartering organization.

Although Alderman Volk's suggestion has merit, it is my opinion that to be feasible and to meet the intent as I understand it, the general public would need to become involved. The hours as they are currently being provided does not permit input from the general public.

If, however, it was Council's wish to provide these hours arrangements could be made through a special service provision in the 1944 budget. The cost would be minimal if a nominal charge was levied for hour participants. If Council wished to offer the hours this year an estimated gross cost of approximately \$300 for a one evening hour would be realized.

The Transit Department would support Alderman Volk's

suggestion that these shows would be an inexpensive form of entertainment for many individuals in our community.

Recommendation:

The Transit Department supports the intent of Alderman Volk's Notice of Motion and would respectfully recommend that the shows be offered under the special services provision of the 1994 budget for the 1994 Christmas season.

**DATE: NOVEMBER 10, 1993**  
**TO: ALDERMAN VOLK**  
**FROM: CITY CLERK**  
**RE: CHRISTMAS LIGHT COMPETITION**

---

At the Council Meeting of November 8, 1993 your Notice of Notion with regard to the City hosting a Christmas Light Competition received consideration.

The following is the motion as introduced by yourself:

"WHEREAS, for sometime, the Chamber of Commerce has not hosted a Christmas Light Competition in our city; and

WHEREAS viewing Christmas lights is a form of free entertainment for many citizens; and

WHEREAS The City of Red Deer Transit Department currently holds a Christmas Light Sight-Seeing Tour each year and it would be easy for participants of the tour to judge a competition;

THEREFORE BE IT RESOLVED that The City of Red Deer host a Christmas Light Competition. Any person that would like their home judged must submit their address to the Transit Department. The lights will be judged by the participants of the Transit Department's Sight-Seeing Tour. The prizes will be as follows:

1st Prize: Free Electricity in December  
2nd Prize: 50% off Electricity Bill in December  
3rd Prize: 25% off Electricity Bill in December."

The matter, however, was tabled for two weeks pending a clearer description of the program.

It is my understanding that you will be meeting with Mr. Al Roth, E. L. & P. Manager, with a view to further refining this program and we look forward to a further report from you and/or Mr. Al Roth in this regard, for inclusion on the November 22nd Agenda. If possible, we would appreciate this report by no later than Tuesday, November 16, 1993. However, I will understand if you are unable to make this deadline due to the time constraints.

  
C. SEVCIK  
City Clerk

CS/clr

cc: A. Roth

**BYLAW NO. 2032/A-93**

Being a Bylaw to amend Bylaw 2032/60, The Business Tax Bylaw of The City of Red Deer.

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

- 1           Section 6 (a) of Bylaw 2032/60 is amended by deleting "6% per annum" and substituting "4% per annum".
  
- 2           Section 6 (b) of Bylaw 2032/60 is amended by deleting the references to penalties of "9%", "4.5%" and "3.5%" and substituting "6%", "3%" and "3%" respectively.
  
- 3           Section 6 (c) is deleted and the following is substituted therefor:  
  
          "(c)   Should any taxes remain unpaid after the last business day of the City in the month of December of the year in which the taxes were levied, there shall be added thereto by way of penalty an amount equal to 2% of the balance of the said unpaid taxes on the first business day of the City in the month of January, March, May, July, September and November in each succeeding year thereafter, so long as the said taxes remain unpaid."
  
- 4           This Bylaw shall come into effect after the third reading thereof.





**BYLAW NO. 2929/A-93**

Being a Bylaw to amend Bylaw 2929/87, The Tax Collection Bylaw of The City of Red Deer.

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

1           Section 4 (1) is amended by deleting "9%" and substituting "6% therefor".

2           Section 4 (2) is amended by deleting "4.5%" and substituting "3%" therefor.

3           Section 4 (3) is amended by deleting "3.5%" and substituting "3%" therefor.

4           Section 5 (1) is amended by deleting "3%" and substituting "2%" therefor.

5           Section 5 (2) is deleted and the following is substituted therefor:

"(2) Should any portion of the tax arrears in Section 5 (1) remain unpaid on the last day in the months of February, April, June, August, October or December in that year or any year thereafter, there shall be added to and form part of such tax arrears outstanding from time to time an amount equal to 2% of the balance of the said tax arrears, by way of the said tax arrears effective on the first day of March, May, July, September and November and January, respectively, for so long as the said tax arrears remain unpaid."

4           This Bylaw shall come into effect after the third reading thereof.



**BYLAW NO. 2960/D-93**

Being a Bylaw to amend Bylaw 2960/88, the Utility Bylaw of The City of Red Deer.

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

- 1 Section 18 (a) is amended by deleting subsection (iii) of Section 18 (a) and substituting the following therefor:

"(iii) from May 1, 1992 to December 1, 1993 at a rate of 5% per year

(iv) from December 1, 1993 to the date the deposit is refunded by the City at a rate of 4% per year."

- 2 Section 18 (b) is amended by deleting subsection (iii) of Section 18 (b) and substituting the following therefor:

"(iii) from May 1, 1992 to December 1, 1993 at a rate of 5% per year

(iv) from December 1, 1993 to the date the deposit is refunded by the City at a rate of 4% per year."

- 3 Subsection 18 (c) is amended by deleting subsection (ii) and substituting the following therefor:

"(ii) from May 1, 1992 to December 1, 1993 at a rate of 5% per year

(iii) from December 1, 1993 to the date the deposit is refunded by the City at a rate of 4% per year."



SERVING RED DEER SINCE 1894



## RED DEER CHAMBER OF COMMERCE

---

November 3, 1993

Submitted to City Council

Date: 93.11.08

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

Dear Mayor Surkan:

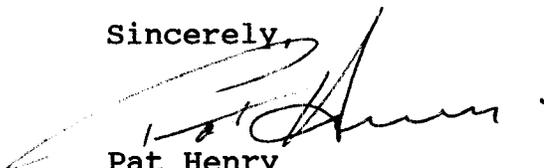
It is that time of the year when we once again look forward to our annual meeting with you and the members of City Council.

As our time is somewhat more flexible than yours, we would ask you to see if you can find a date and time that would allow us to get together.

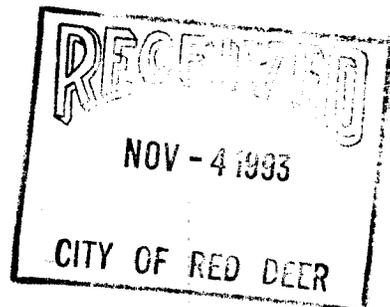
Once a time has been established we can look at an agenda for the meeting and a location.

We look forward to hearing from you.

Sincerely,

  
Pat Henry  
Executive Director

PH:jdf



*April 18 '93*



• RED DEER'S • **ORIGINAL** • BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 STREET • RED DEER, ALBERTA • T4N 1S8 • (403) 340-TOWN (8696) •

October 28, 1993  
Mayor Surkan  
City of Red Deer

Submitted to City Council

Date: 93.11.08

**RE: Annual Board/Council Meeting**

Dear Mayor Surkan,

Over the past several years City Council and our Board of Directors have had a special face to face meeting to specifically discuss where we've been and where we're going. The objective is to find common ground that we can work on as partners in the upcoming year.

As partners in revitalization, the Board needs to know what priorities City Council may have regarding downtown. The Board has initiated a very different approach to our programming in 1994 in an effort to involve a broader cross section of the community in downtown issues.

The meeting is traditionally held in November before the holiday season and Councils substantial workload establishing the 1994 City budget.

In past years this has been an effective meeting and we look forward to dealing with downtown in continued partnership with the City.

The Board prefers not to meet on Thursday evenings because of late night shopping. Please advise us as soon as practical regarding a meeting date. The meeting has been held at City Hall in the past.

Sincerely yours,  
TOWNE CENTRE ASSOCIATION

John P. Ferguson, General Manager.

Nov. 29 '93 4:30pm

they are to name location



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

November 10, 1993

Towne Centre Association  
B3, 4901 - 48 Street  
Red Deer, Alberta  
T4N 1S8

Att: Mr. John P. Ferguson  
General Manager

Dear Mr. Ferguson:

RE: ANNUAL BOARD / CITY COUNCIL MEETING

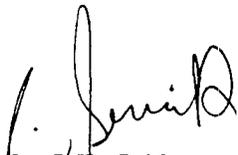
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This is to advise that Council of The City of Red Deer at its meeting held on November 8, 1993, agreed to meet with the Towne Centre Board of Directors Monday, November 29, 1993 at 4:30 P.M. It was further agreed that the choice of location be left to the Towne Centre Association.

Would you please advise whether the above is acceptable. Also, we would appreciate receiving your items for the agenda at your earliest convenience to give Council an opportunity to prepare.

Trusting you will find this satisfactory.

Sincerely,



C. SEVCIK  
City Clerk

CS/clr

cc: City Commissioners



*a delight  
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

November 10, 1993

Red Deer Chamber of Commerce  
3017 - 50 Avenue  
Red Deer, Alberta  
T4N 5Y6

Att: Mr. Pat Henry  
Executive Director

Dear Mr. Henry:

RE: ANNUAL MEETING - CHAMBER OF COMMERCE / CITY COUNCIL

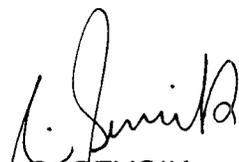
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I would advise that Council of the City of Red Deer, at its meeting held November 8, 1993, considered your request with regard to a meeting date and time for the Annual meeting between the Chamber of Commerce and City Council.

At the aforesaid meeting it was agreed that said meeting be held Monday, April 18, 1994 at 4:30 p.m., if this date is acceptable to the Chamber. Trusting that you will advise in this regard.

It is my understanding that you will chose the location and advise us of the agenda in due course.

Sincerely,



C. SEVCIK  
City Clerk

CS/clr

cc: City Commissioners

*a delight  
to discover!*