

DATE: August 17, 1993  
TO: All Departments  
FROM: City Clerk  
RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES

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

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL  
TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,  
**MONDAY, AUGUST 16, 1993,**  
COMMENCING AT **4:30 P.M.**

- (1) Confirmation of the Minutes of the Regular Meeting of August 3, 1993.

DECISION - MINUTES CONFIRMED

PAGE

(2) **UNFINISHED BUSINESS**

- 1) City Clerk - Re: Special Transportation Advisory Board Bylaw 3097/93

.. 1

DECISION - APPROVED PROPOSED AMENDMENT

- 2) City Clerk - Lease of Public Utility Lot 32, Block 9, Plan 812-1608/Laura Robitaille

.. 5

DECISION - DENIED REQUEST - AGREED TO CONTINUE LEASE WITH VOKES

(3) **PUBLIC HEARINGS**

(4) **REPORTS**

- 1) F.C.S.S. Board - Re: Special Transportation/Accessible Taxi Service . . 23  
DECISION - APPROVED PURCHASE OF AN ACCESSIBLE VEHICLE

(5) **CORRESPONDENCE**

- 1) Red Deer Visitor and Convention Bureau - Re: Low Power Radio Transmitter/Request for Allocation of \$2,625 from the Community Tourism Action Program . . 32  
DECISION - APPROVED ALLOCATION FROM THE COMMUNITY TOURISM ACTION PLAN

- 2) St. John Ambulance - Re: Application for Municipal Tax Exemption. . 35  
DECISION - DENIED REQUEST

- 3) The John Howard Society of Red Deer - Re: Application for Exemption from Assessment and Taxation/Youth Residential Centre . . 44  
DECISION - DENIED REQUEST

- 4) Avalon Homes (Red Deer) Inc. - Re: Kentwood East Outline Plan . . 50  
DECISION - APPROVED OUTLINE PLAN WITH CONDITIONS  
APPROVED SCHOOL & PARK DESIGN PLAN

(6) **PETITIONS & DELEGATIONS**

(7) **NOTICES OF MOTION**

(8) **WRITTEN ENQUIRIES**

(9) **BYLAWS**

- 1) 3097/93 - Re: Special Transportation Advisory Board Bylaw - 3rd  
reading . . . 1

DECISION - THIRD READING AS AMENDED

# **A G E N D A**

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**MONDAY, AUGUST 16, 1993,**

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(7) **NOTICES OF MOTION**

*Bylaw Enforcement Review*

(8) **WRITTEN ENQUIRIES**

(9) **BYLAWS**

- 1) 3097/93 - Re: Special Transportation Advisory Board Bylaw - 3rd  
reading . . 1

*City Hall Renovations*

**Committee of the Whole**

- 1) Financial Matter

UNFINISHED BUSINESSNO. 1

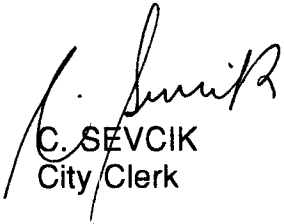
**DATE:** August 4, 1993  
**TO:** City Council  
**FROM:** City Clerk  
**RE:** Special Transportation Advisory Board Bylaw 3097/93

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At the Council meeting of August 3, 1993, Council gave first and second reading to the above noted Bylaw. Third reading of the Bylaw was deferred due to lack of unanimous consent.

Bylaw 3097/93 is a bylaw to establish a Special Transportation Advisory Board.

The said Bylaw is presented on this agenda for Third Reading.



C. SEVCIK  
City Clerk

CS/sw

SP-4.077

**DATE:** August 9, 1993

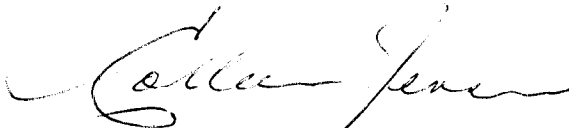
**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** COLLEEN JENSEN  
Social Planning Manager

**RE:** SPECIAL TRANSPORTATION - ADVISORY BOARD BYLAW

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I am forwarding to you for Council's information the attached letter from County Council. I am pleased they have agreed to be a participant on the proposed Special Transportation Advisory Board. You will note, however, that they would also like to appoint an alternate, as is specified for the City Alderman in the proposed bylaw. Perhaps prior to third reading of the above noted bylaw on August 23, the change as requested by County Council could be made.



COLLEEN JENSEN  
Social Planning Manager

CJ/kb  
Encl.



No. 23

OFFICE OF THE SECRETARY-TREASURER

BOX 920

RED DEER, ALBERTA T4N 5H3

Phone 347-3364

Fax 346-9840

AUGUST 05, 1993

Mrs. Colleen Jensen, Manager  
Social Planning Department  
The City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta, T4N 3T4

Dear Mrs. Jensen:

As you are aware from your attendance at the County Council meeting held on Tuesday, August 03, 1993, your letter dated July 26, 1993, with regard to the establishment of a Special Transportation Board and the matter of having County Council representation on the proposed Board, was presented to County Council.

County Council has discussed the matter and they are in agreement to being part of the Board, and they also request the County Council be allowed to appoint an alternate to the Board in the same manner as the City of Red Deer Council.

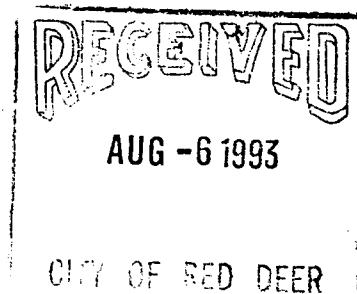
We shall carry the matter forward to our Organizational Meeting in October and will be advising you after that time the names of the representatives from the County who will sit on that Board.

Yours truly

COUNTY OF RED DEER NO. 23

R.J. STONEHOUSE, C.L.G.M.  
COUNTY COMMISSIONER

99





Commissioners' Comments

We concur with the suggestion of the Social Planning Manager that the bylaw be amended prior to 3rd reading to enable the County to appoint an alternate.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

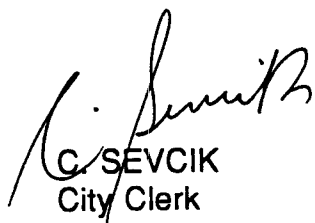
**DATE:** August 4, 1993  
**TO:** Director of Community Service  
**FROM:** City Clerk  
**RE:** Special Transportation Advisory Board Bylaw 3097/93

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I would advise your report dated July 23, 1993, pertaining to the above noted Bylaw along with said Bylaw appeared on the Council Agenda of August 3, 1993.

At the above noted meeting Council gave first and second reading to said Bylaw. Prior to the readings the said Bylaw was slightly changed to include the Town of Penhold in the definition of "neighbouring municipalities". Third reading of the Bylaw was deferred due to lack of unanimous consent. Said Bylaw will be presented on the Council Agenda of August 16, 1993, for final reading.

Trusting you will find this satisfactory.



C. SEVCIK  
City Clerk

CS/sw

cc: Social Planning Manager  
F.C.S.S. Board  
Transit Manager

**DATE: August 17, 1993**  
**TO: SOCIAL PLANNING MANAGER**  
**FROM: CITY CLERK**  
**RE: SPECIAL TRANSPORTATION ADVISORY BOARD BYLAW 3097/93**

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I would advise that the above noted bylaw was presented on the August 16, 1993 Council agenda for consideration of third reading. Your report, along with a letter from the County requesting an amendment to the bylaw prior to third reading, was also presented on the agenda.

Prior to the bylaw being given third reading, the following motion to amend the bylaw was approved by Council.

"RESOLVED that Council of The City of Red Deer hereby agrees that Bylaw 3097/93 be amended as follows:

1. by adding the words "and an alternate" to Section 4(b)
2. by changing Section 9(2) to read "The County Council representatives shall be appointed for 1 (one) year terms."

Bylaw 3097/93 as amended, which provides for the establishment of a Special Transportation Advisory Board Bylaw, was given third reading at the August 16th meeting. Enclosed herewith is a copy of the said bylaw as finally passed by Council. This office will include the aforesaid bylaw in the City advertisement requesting interested citizens-at-large to submit their nominations for membership on this committee. We will be in contact with you in the very near future regarding how we proceed with obtaining the names of the representatives from the various community agencies entitled to make appointments.

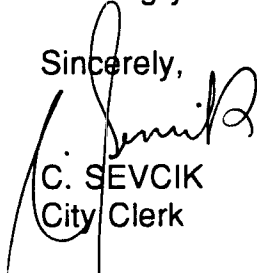
Social Planning Manager

August 16, 1993

Page 2

Trusting you will find this satisfactory.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Sevcik', is written over the printed name and title.

C. SEVCIK  
City Clerk

CS/clr

cc: Director of Community Services  
F.C.S.S. Board  
Red Deer Action Group for the physically disabled  
County of Red Deer, Att: Mr. Bob Stonehouse

**DATE: August 4, 1993**  
**TO: City Council**  
**FROM: City Clerk**  
**RE: Lease of Public Utility Lot 32 Block 9 Plan 812-1608**

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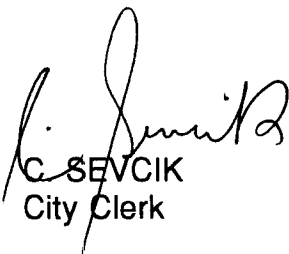
The above matter appeared on the Council Agenda of August 3, 1993, and at which meeting the following motion was introduced.

Moved by Alderman Guilbault, seconded by Alderman Lawrence.

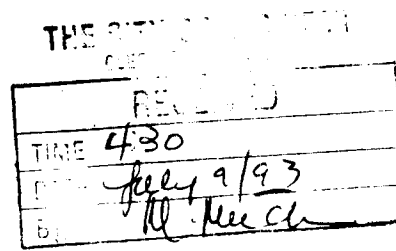
"Resolved that Council of The City of Red Deer, having considered correspondence from Laura Robitaille, dated July 7, 1993, re:Request that the lease of Public Utility Lot 32 Block 9 Plan 812-1608, between The City and the owners of 9 Rutledge Crescent be cancelled, hereby agrees that said request be approved and that the fence be removed by July 31, 1994, and the property revert back to a public walkway."

Prior to voting on the above motion, however, the matter was tabled for two weeks in order to enable the Administration to bring the owners of 5 and 9 Rutledge Crescent together with the objective of obtaining a mutually satisfactory agreement.

Following hereafter is a further report in this regard.

  
C. SEVCIK  
City Clerk

CS/sw



July 7, 1993

To whom it may concern:

The purpose of this letter is to in a few paragraphs, explain the current situation with our property, the neighboring property and the bordering utility way (PUL 32).

I, Laura Robitaille and my husband Perry Robitaille would like to lease one half of the city utility way between our home 5 Rutledge Crescent, and 9 Rutledge Crescent. This has previously been leased to the owner of 9 Rutledge Crescent. We would like to lease this property as soon as possible. Could you please cancel the existing lease by serving a (60) day notice to terminate. It is unfortunate that we have had to request that the city take this measure, but we have been unable to reach agreement on this issue with the new owners, despite our numerous attempts.

After our possession of 5 Rutledge Crescent, the city contacted us to discuss our feelings towards allowing Norman Lebsack (owner of 9 Rutledge Crescent) to lease the utility way separating us. The city employee notified us at the time that we could contest this lease at any time if we chose to lease the property in the future. We agreed to allow Norman Lebsack to lease the property for the time being. The following points were the reason we based our decision in favor of Norm Lebsack leasing the property on September 24, 1991:

- 1.) The city did not advise us at the time that we were eligible to lease one half of PUL 32, which we are now aware of due to some inquiring of our own.
- 2.) At the time we were notified of the lease (Sept. 24, 1991) We were not residents of 5 Rutledge Cr., thus causing us to make a prompt decision based on limited information from the city employee.

- 3.) We were notified that PUL 32 would remain as is. The as is condition was a grassy walkway which Norman Lebsack would maintain.

Recently Norman Lebsack has sold his home causing the following problems:

- 1.) The new owner has apparently taken over the lease of PUL 32 from Norman Lebsack according to the city's Land and Economic Development Official.
- 2.) We were not contacted in regards to the transfer of the lease, nor do we have documentation identifying the lessee of PUL 32. Clause 17 of the lease deals with the transfer requirements. We are not certain if those requirements have been met.
- 3.) The owner of 9 Rutledge Cr. has erected a fence across PUL 32 after being notified from a city official that this was unacceptable to us. Clause 9 of the Lease provides that the Lessee may only erect a fence which is satisfactory to the City Development Officer. As the proposed fence is not satisfactory to us we have requested that the Development Officer not issue his consent to erection of the fence. Under these circumstances, if the owners of 9 Rutledge Crescent constructed the fence without requesting and obtaining written consent, they have done so at their peril. Further, if the agreement is terminated as provided for in Clause 3, they would, in any event, be required to remove the fence from the lot.
- 4.) We requested the services of a professional realtor to evaluate the situation. He commented that the fence has definitely made our home less marketable (see attached letter).

5.) We were planning on building a garage in our back yard and intended to use our half of PUL 32 as a walkway and increased yard space with an opening gate allowing city employees access at any time.

As tax paying citizens we feel that PUL 32 should provide equal opportunity for both parties involved, allowing neither party to benefit at the expense of the others property marketability.

We feel that this situation has created unnecessary problems for both parties. Please help us resolve this unfortunate situation as soon as possible.

Please contact us for any questions at 346-6584

Regards,

*Laura Robitaille*

Laura Robitaille

#5 Rutledge Crescent

T4P 3K3





**RALPH WIBER (Realty Inc.)**

July 9, 1993

Mr. and Mrs. Perry Robitaille  
5 Rutledge Crescent  
Red Deer, Alberta

Dear Mr. and Mrs. Robitaille:

After discussion with my peers and surveying the leased land situation, it is my opinion that the marketability of your home may be decreased if your neighbors proceed with their fence building plans.

Sincerely,  
RALPH WIBER REALTY INC.

Ralph Wiber



under contract to:

**LESAND REALTY CORP.**

PARKLAND MALL, 4747 - 67 STREET  
RED DEER, ALBERTA T4N 6H3  
Phone: (403) 342-1010, Fax: (403) 342-1028

**PHH**  
HOMEQUITY

**DATE:** July 22, 1993

CS-4.081

**TO:** Charlie Sevcik  
City Clerk

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

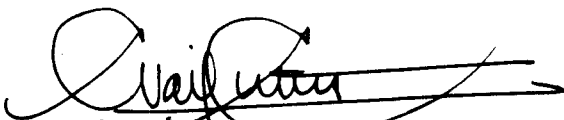
**RE:** PUBLIC UTILITY LOT IN ROSEDALE:  
LAURA ROBITAILLE  
Your memo dated July 15, 1993 refers.

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1. In October 1991, City Council approved the lease of PUL 32 in Rosedale to the owners of the adjacent lot 31 to the north, at #9 Rutledge Crescent. Mr. Robitaille, the owner of lot 33 to the south of the utility lot, at #5 Rutledge Crescent, informed the City that he supported the lease and did not want to lease the property himself. The lease of PUL 32 has since been assumed by new owners, and fences have been constructed to include a portion of the property within the enclosed yard. This is standard practice in most leases of this kind.
2. Mrs. Robitaille has written to the City expressing concern regarding the location of the fences which she considers have made her home "less marketable". She indicates that PUL 32 "should provide equal opportunity for both parties", and wishes to lease half of the utility lot for a walkway and increased yard space. Therefore, she is requesting that the City cancel the present lease with the owner of lot 31 and enter into a new lease with both adjacent landowners.
3. I have reviewed this issue with the Parks and Recreation & Culture Managers, and our comments are as follows:
  - We support the lease of this utility lot which is not required as part of the City's pedestrian network.
  - We have no objection to the lease of the public utility lot to either of the adjacent landowners, or leasing half of the utility lot to each party.
  - It is considered that the owner of lot 31 has met the terms of the lease and that the fences, as constructed, do not detrimentally impact the adjacent property. It would, therefore, be unreasonable to cancel the lease after the owner has made a significant investment in high-quality fence construction and landscaping.

4. **RECOMMENDATION**

It is recommended that City Council deny the request from Mrs. Robitaille that the lease of PUL 32 by the owner of lot 31 at #9 Rutledge Crescent be cancelled.



CRAIG CURTIS

:dmg

c Don Batchelor, Parks Manager  
Lowell Hodgson, Recreation & Culture Manager

DATE: July 14, 1993

TO: C. Sevcik, City Clerk

FROM: A. Scott, Land and Economic Development Manager

RE: **LESSEE OF LOT PUL 32, BLOCK 9, PLAN 812-1608** (see attached map)  
**9 RUTLEDGE CRESCENT**

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In 1986, the Parks and Engineering Departments advised that The City of Red Deer could enter into lease agreements for specific PUL's (Public Utility Lots) in Rosedale, which included PUL 32. At that time, we contacted both adjacent property owners, but neither wished to lease PUL 32.


In September, 1991, we received a request from Mr. and Mrs. Lebsack who were the new owners of Lot 31 (north side of PUL 32), to lease PUL 32. At that time we also contacted Mr. Robitaille, the property owner adjacent to the south side of PUL 32, and he confirmed he did not want to lease PUL 32, although he was in agreement with the City leasing to Lebsacks. This request to lease was circulated, with a positive response from all departments. City Council at its meeting of October 15, 1991, approved the lease to the Lebsack's and an agreement was completed.

In June 1993, the Lebsacks sold the property to the Vokes, with the lease of the utility lot being assumed by the Vokes, which is standard practise for existing leases of PUL's. A condition of the lease is that the lessee can fence the utility lot as long as there are gates for City crews to access the public utility lot. On July 2, 1993, the Vokes decided to proceed with a fence.

It is evident that the Vokes and Robitailles could not agree on the height and location of the fence, and the differences seemed to have escalated because the fence would have obstructed the Robitaille's view from their bay window. The Vokes have proceeded in fencing the lot at the rear of the utility lot and at the front, level with the Robitaille's fence (see attached map), so as not to obstruct the Robitaille's view.

Clause 9 (1) of the lease agreement indicates the City may permit the erection of a fence upon the said lands by the Lessee, satisfactory to the Development Officer. We feel the intent of this clause pertains to fencing that may obstruct sight lines of vehicle traffic in lanes and streets. Upon viewing the Vokes fence, the Development Officer is of the opinion that he would have approved the fencing if the Vokes fencing plans had been submitted to him for review. We feel that the fencing in its present form and location does not impact the property as indicated by the realtor.

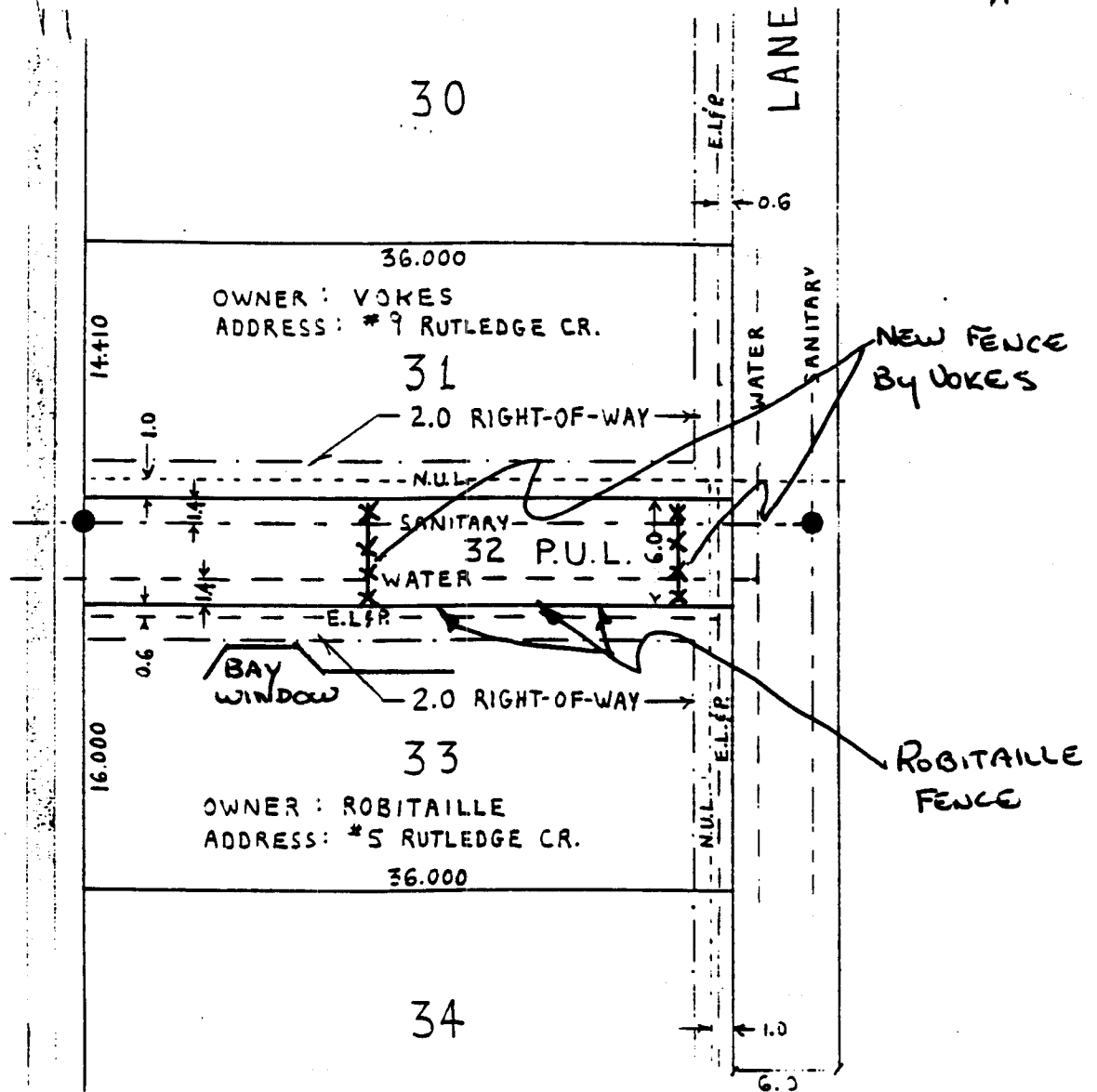
In reference to the letter from Mrs. Robitaille, her concern is to be able to lease one-half of the utility lot, which we feel is a policy decision for City Council, in that an existing lease agreement is in place for the entire PUL 32.


  
 Alan V. Scott  
 WFL/mm  
 Att.



1.5 BLVD.  
1.5 SIDEWALK-

RUTLEDGE CRESCENT



				DRAWN	THE CITY OF RED DEER ENGINEERING DEPARTMENT	APPROVED BY		
				L.M.B		LOT 32 P.U.L.; 8LK.9; 812-1608	 ENGINEER	
				DATE				DRAWING NO.
				93/07/13				
				SCALE				
				1:400				
NO.	DATE	REVISION	APP'D					


DATE: July 19, 1993  
TO: City Clerk  
FROM: Engineering Department Manager  
RE: **PUBLIC UTILITY LOT IN ROSEDALE  
LAURA ROBITAILLE**

---

While we do not have any comments relative to the circumstances leading up to the request to cancel the existing lease with the Vokes, we can supply the following information:

1. There are no shallow utilities in the middle of the utility lot. It would be possible to split the lease 50/50 and construct a fence in the middle. Gates at either end would not be a requirement; however, utility "locates" would be a requirement as well as maintaining immediate access to any water valves and/or manholes.
2. Common residential board type fences are usually not a problem with respect to removing and replacing; however, the more elaborate concrete/brick/rough timber fences are much more costly to repair and in some cases impossible to duplicate. Therefore, a requirement would be a common board fence.
3. Drainage of the utility lot is at 1.4% from back to the front street and should pose no problem to a middle fence.
4. Fences on each edge of a utility lot are normally on private property and privately owned and maintained. A fence in the middle of the utility lot is on City owned property; therefore, the lease agreement would have to cover liability, maintenance, and risk of losing their capital investment.

Hopefully this information will be of value to Council in reaching a decision.

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

KGH/emg  
c.c. Director of Community Services  
c.c. By-laws and Inspections Manager  
c.c. E. L. & P. Manager  
c.c. Parks Manager

DATE: July 21, 1993  
TO: City Clerk  
FROM: Bylaws & Inspections Manager  
RE: **LAURA ROBITAILLER  
PUBLIC UTILITY LOT**

---

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

We will confine our remarks to item 3 of the applicants letter concerning approval of the fence. The lease between the City and the owner of 9 Rutledge Crescent, requires that fencing detail must be approved by the Development Officer. While this approval was not requested, we have inspected the fence and would approve its construction. It is of similar construction to other residential fences in the neighbourhood.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/bs

Commissioners' Comments

Based on the comments submitted by the administration, we recommend that the existing lease be upheld and that the request from Mrs. Robitaille be denied.

"G. SURKAN"  
Mayor

"B. JEFFERS"  
Acting City Commissioner

DATE: August 10, 1993  
 TO: Mayor and Members of Council  
 FROM: A. Scott, Land and Economic Development Manager  
 RE: **LEASE OF PUBLIC UTILITY LOT 32, BLOCK 9, PLAN 812-1608**

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At the August 3, 1993 meeting of Red Deer City Council, the following motion was introduced:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Laura Robitaille, dated July 7, 1993, requesting that the lease of Public Utility Lot 32, Block 9, Plan 812-1608, between the City and the owners of 9 Rutledge Crescent be cancelled, hereby agrees that said request be approved and that the fence be removed by July 31, 1994, and the property be reverted back to a public walkway."

The above resolution was tabled by Council for two weeks, to enable the Administration to bring the two owners together in an effort to arrive at a mutually satisfactory arrangement, prior to bringing back a further report and recommendation for Council's consideration.

I met with Mr. and Mrs. Robitaille and Mr. and Mrs. Vokes on Wednesday, August 4, 1993, in an effort to reach an agreement. After discussing the issue at length, it appeared that there was some opportunity to consider splitting the easement into two equal parts, and subsequently selling one-half the easement to each property owner. Any sale of the easement would be subject to the normal conditions which apply. In this case, the owners granting an easement back to the City to allow us access to the lands in the event that repairs to the utilities were required.

We prepared letters for the signatures of both property owners (copy attached). On Friday, August 6, we received a signed copy of the letter from Mr. Perry Robitaille. On Monday, August 9, we received a letter from Cindy and Ernie Vokes requesting that they be permitted to address Council on August 16. They further requested they be given the opportunity of purchasing the entire Public Utility Lot 32 which they presently lease.

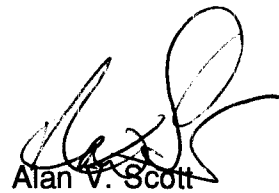
We have been unable to reach agreement with both parties on the status of the public utility lot, and we are therefore reporting back to Council on the actions taken to date.

2/...

Mayor and Members of Council  
Page 2  
August 10, 1993

**Recommendation**

The Land and Economic Development Department's recommendation has not changed since the issue was first brought forward by Mr. and Mrs. Robitaille. We feel that Mr. and Mrs. Vokes, as the lessees of the property have acted within the terms and conditions of the lease agreement, and we would therefore recommend they be permitted to purchase the easement in its entirety.



Alan V. Scott

AVS/mm

Att.



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

Land and Economic Development Department  
(403) 342-8106

August 5, 1993

Mr. Perry Robitaille  
5 Rutledge Crescent  
Red Deer, Alberta  
T4P 3K3

Dear Mr. Robitaille:

**RE: PUBLIC UTILITY LOT 32, BLOCK 9, PLAN 812-1608**

The City of Red Deer, as owner of the above Public Utility Lot, is prepared to sell the southern most half, measuring approximately 3 metres by 36 metres, to the owners of Lot 33, Block 9, Plan 812-1608 - Perry Robitaille. The following conditions would apply:

1. Purchase price \$2,267.00
2. All survey and legal fees are the responsibility of the purchaser.
3. The City to take back an easement agreement covering utilities contained within the Utility Lot PUL 32, Block 9, Plan 812-1608.
4. Any future construction undertaken on Lot 33, Block 9, Plan 812-1608 will be required to set back the width of the existing 2 metre utility right-of-way registered by Plan 812-1609.
5. Subject to Red Deer City Council approval.
6. Subject to an agreement satisfactory to the City Solicitor.

.../2



*a delight  
to discover!*

Mr. Robitaille  
Page 2  
August 5, 1993

Should these conditions meet with your approval, please sign the original of this letter and return it in the enclosed envelope.

Thank you.

Sincerely,



Alan V. Scott  
LAND AND ECONOMIC DEVELOPMENT MANAGER

AVS/mm

Date: Aug. 5/93

  
\_\_\_\_\_  
Perry Robitaille

**COPY**

August 5, 1993

Mr. Ernest David Vokes and  
Mrs. Cindy Lou Vokes  
9 Rutledge Crescent  
Red Deer, Alberta  
T4P 3K3

Dear Mr. and Mrs. Vokes:

**RE: PUBLIC UTILITY LOT 32, BLOCK 9, PLAN 812-1608**

The City of Red Deer, as owner of the above Public Utility Lot, is prepared to sell the northern most half, measuring approximately 3 metres by 36 metres, to the owners of Lot 31, Block 9, Plan 812-1608 - Ernest David Vokes and Cindy Lou Vokes. The following conditions would apply:

1. Purchase price \$2,267.00
2. All survey and legal fees are the responsibility of the purchaser.
3. The City to take back an easement agreement covering utilities contained within the Utility Lot PUL 32, Block 9, Plan 812-1608.
4. Any future construction undertaken on Lot 31, Block 9, Plan 812-1608 will be required to set back the width of the existing 2 metre utility right-of-way registered by Plan 812-1609.
5. Subject to Red Deer City Council approval.
6. Subject to an agreement satisfactory to the City Solicitor.

.../2

Mr. and Mrs. Vokes  
Page 2  
August 5, 1993

Should these conditions meet with your approval, please sign the original of this letter and return it in the enclosed envelope.

Thank you.

Sincerely,

Alan V. Scott  
LAND AND ECONOMIC DEVELOPMENT MANAGER

AVS/mm

Date: \_\_\_\_\_

\_\_\_\_\_  
Ernest David Vokes

\_\_\_\_\_  
Cindy Lou Vokes

August 9, 1993

Mr. A. V. Scott  
 Manager, Land & Economic  
 Development Board  
 City of Red Deer  
 Box 5008  
 Red Deer, Alberta  
 T4N 3T4

Dear Mr. Scott:

Re: Correspondence Dated August 5/93  
 Concerning P.U.L. #32

We understand that the above mentioned subject will be discussed at the Mon. Aug. 16<sup>th</sup> City Council meeting. We would like this opportunity to address council.

As current lessee of P.U.L. #32 we would like the opportunity to purchase this property in its entirety.

Thank you for your assistance.

Sincerely

Cindy + Ernie Vokes

The City Of Red Deer	
Date:	Aug 9/93
Time:	2:00 pm
Rec'd By:	<i>[Signature]</i>

Commissioners' Comments

We believe that Council has essentially two options: First, they could continue to lease the public utility lot. In this instance, we believe that the Vokes have essentially fulfilled the requirements of the lease arrangement and should be allowed to continue leasing the entire lot. Second, should Council decide to sell the land, this is a permanent arrangement which cannot be cancelled and as a result, Council should attempt to recognize the needs of both property owners. We recommend in this instance that the public utility lot be split in half and that each of the owners be allowed to purchase their respective half. If the lot is sold a condition should be added to the agreement for sale that there can be no construction on this lot other than a fence and in the event the City has to access the mains, the City will not be responsible for the repair of the fence.

"G. SURKAN"

Mayor

"M.C. DAY"

City Commissioner

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

August 17, 1993

Mr. & Mrs. P. Robitaille  
5 Rutledge Crescent  
Red Deer, Alberta  
T4P 3K3

Dear Mr. &amp; Mrs. Robitaille:

RE: PUBLIC UTILITY LOT 32, BLOCK 9, PLAN 812-1608

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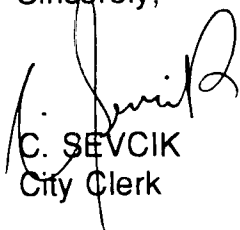
This is to advise that your application to City Council to lease 1/2 of the above noted public utility lot, received further consideration at the Council Meeting of August 16, 1993.

At the aforesaid meeting, Council did not agree with your request and instead passed the following motion agreeing to allow the Vokes to continue leasing the entire lot.

"RESOLVED that Council of The City of Red Deer, having considered reports to Council August 16, 1993, re: Public Utility Lot 32, Block 9, Plan 812-1608, hereby agrees that Mr. and Mrs. Vokes be allowed to continue leasing the entire lot and that the Mayor and City Clerk be authorized to execute said lease on behalf of The City."

The decision of Council in this instance is submitted for your information. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK  
City Clerk

CS/clr

cc: Land &amp; Economic Development Manager

*a delight  
to discover!*

**DATE: August 17, 1993**

**TO: LAND & ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: LEASE OF PUBLIC UTILITY LOT 32, BLOCK 9, PLAN 812-1608**

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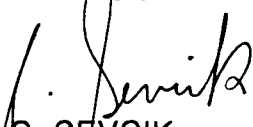
The lease pertaining to the above noted public utility lot and dispute between adjacent neighbours regarding same, appeared once again on the Council agenda of August 16, 1993.

At the aforesaid meeting, Council passed the following motion agreeing that the Vokes be allowed to continue leasing the entire lot.

"RESOLVED that Council of The City of Red Deer, having considered reports to Council August 16, 1993, re: Public Utility Lot 32, Block 9, Plan 812-1608, hereby agrees that Mr. and Mrs. Vokes be allowed to continue leasing the entire lot and that the Mayor and City Clerk be authorized to execute said lease on behalf of The City."

The decision of Council in this instance is submitted for your information and in accordance with Council's decision, we will be executing the said lease in favour of Mr. & Mrs. Vokes. Copies of the executed lease will be sent to you under separate cover.

Trusting you will find this satisfactory.

  
C. SEVCIK  
City Clerk

CS/clr

cc: Director of Engineering Services  
Director of Community Services  
Bylaws & Inspections Manager  
Principal Planner

Mr. & Mrs. E. Vokes  
9 Rutledge Crescent  
Red Deer, Alberta  
T4P 3K3







REPORTSNO. 1

SP-4.076

**DATE:** August 9, 1993

**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** FRANCES CRAIGIE  
Vice Chairman, F.C.S.S. Board

**RE:** SPECIAL TRANSPORTATION - ACCESSIBLE TAXI SERVICE

---

As you will recall, a report, prepared by Manop Ltd. of Vancouver, entitled "Accessible Transportation in Red Deer and Area" was approved by the F.C.S.S. Board early in 1993. This report was forwarded to Council on April 26 with the following resolution adopted:

*"RESOLVED that Council of The City of Red Deer having considered the study of special (accessible) transportation for Red Deer and area hereby supports the concept that a more coordinated approach is needed in satisfying the range of transportation needs in Red Deer and area and provides the following specific direction to the Administration:*

- 1. That the City place the highest priority on accommodating increased demand due to growth prior to consideration to any increased level of service.*
- 2. That the Administration give immediate attention to the recommendation that private enterprise be encouraged to provide an accessible taxi service to meet demand during peak periods, and at times when the special transit system is not operating.*
- 3. That Red Deer Transit adopt a policy of purchasing low floor accessible buses when replacing existing transit vehicles.*
- 4. That Red Deer Transit study the feasibility of introducing a community bus service between destinations frequented by a high percentage of seniors as an alternative to the current level and format of service.*
- 5. That Red Deer Transit focus driver training and awareness programs toward the needs of persons with disabilities.*
- 6. That the Administration be directed to draft a bylaw for the establishment of a Special Transit Board to be appointed at City Council's Organizational Meeting in October."*

**CHARLIE SEVCIK**

**August 9, 1993**

**Page Two**

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Based on this resolution, Social Planning staff in conjunction with the Red Deer Action Group Transportation Committee, have been exploring options with regard to accessible taxi service. Various methods of operation were considered as well as accompanying funding and budgetary implications.

The two main options were:

1. the purchase by the City of two accessible vehicles that could be leased to a private taxi company which could in turn provide the Seniors' Taxi Service, with subsidy still provided by the City. Overflow handibus users could also access this service at the subsidized rate. Service would also be available at a non-subsidized rate during hours when Seniors' Taxi and Citizen's Action Bus are not in operation. There was a great deal of concern expressed in regard to budget implications. While on the surface this may seem like a cost saving option, use by users receiving subsidy has the potential to dramatically increase. The dispatcher would have no reason to refuse, for example, three trips at 2:00 p.m., because the taxi fleet would be at their disposal. One vehicle, as it operates now, effectively limits the number of trips. The dispatcher also combines trips and reschedules in less busy times. Prior to May, 1991 the Subsidized Taxi service operated through private taxi companies with more open-ended use. You will recall the budget was seeing drastic yearly increases at that time, which necessitated change to the current system, which lends itself to more control. Further, if we contracted to a taxi company but still required a 24-hour booking through the Action Group dispatcher for subsidized users, then workload of the dispatcher would increase beyond what one person could handle. As it is now over 33,000 calls/year are dispatched through that office by one person.
2. The Red Deer Action Group could continue to operate the Seniors' Taxi service. There could be some cost savings in purchasing a vehicle rather than leasing as they do now. (This was discussed early in 1993 with Council.) Secondly, if the vehicle were accessible, then there would be a much greater flexibility in bumping from the Action Bus to the taxi. The accessible vehicle could handle some of the Action Bus overflow and again perhaps have some cost saving. The cost of this vehicle would be approximately \$40,000 with 75% funding from provincial Alberta Cities Partnership money and 25% covered by a local service club.

Further it was hoped that the Action Group operating the Seniors' Taxi could be viewed as an interim measure. This is based on the Accessible Transportation

**CHARLIE SEVCIK**

**August 9, 1993**

**Page Three**

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Report recommends the implementation by the Transit Department of the community bus idea. This specialty service will utilize smaller, fully accessible buses on a specifically designed route for use by seniors and mobility impaired (ie routing through seniors housing areas, the hospital, both malls, the downtown, major medical clinics, etc.).

The report also recommends that the Transit Department should purchase low-floor accessible buses when replacing existing transit vehicles. Council supported the concept of both the purchase of low-floor buses and the exploration of the community bus idea in their resolution of April 26.

Grant Beattie, Transit Manager, has prepared a report which City Council considered on July 19, 1993. In it he recommends:

- that the community bus service be implemented in 1996 and that approval be given to purchase three fully accessible low-floor minibuses that will be required to provide the service;
- that approval be given for the purchase of two urban transit buses in 1994" ... In keeping with the Provincial government's position on Barrier Free Transportation, low-floor buses are recommended.

Council has approved the purchase of 2 low-floor urban transit buses which will be the first step in having an accessible transit system thereby making it even more feasible to serve seniors and the disabled. It is likely that use of the Seniors' Taxi service may decrease.

It is hoped that financial constraints will not affect the implementation of the community bus service in 1996. If this service is available it is anticipated that the Seniors' Taxi service will change significantly.

Impacting our exploration was also the fact that a local taxi firm has purchased one accessible vehicle to operate as part of its fleet. This will accommodate part of our need but not all of it.

Having given careful consideration to these options, the Transportation Committee of the Red Deer Action Group recommended the following:

1. That the Red Deer Action Group for the Physically Disabled continue to operate the Seniors' Taxi service as an interim measure, until the Community Bus system is in place.

.... /4

**CHARLIE SEVCIK**

**August 9, 1993**

**Page Four**

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2. That an accessible taxi vehicle be purchased to be operated by the Action Group to serve as the Seniors' Taxi. Funding for this vehicle will likely be available through provincial Alberta Cities Partnership (75%) and commitment from a local service club (25%). The net result is no municipal cost. If provincial funding should not be available, Red Deer Action Group has funds from a service club to purchase the existing leased non-accessible Seniors' Taxi outright. This would save lease costs.
3. That the City and the Action Group work cooperatively with the private taxi companies who own (or may own in the future) accessible vehicles so that evening and weekend service can be available to the disabled beyond the hours of operation of the Citizen's Action Bus. Users of these taxis will pay full fare.

The above recommendations were considered at a special meeting of the F.C.S.S. Board on July 21, 1993 when the following resolution was adopted:

***"That the Red Deer & District Family & Community Support Services Board, having considered the report from the Social Planning Manager, dated July 20, 1993 re: Special Transportation - Accessible Taxi Service hereby approve the recommendations as contained in the report, pending approval of provincial funding to purchase the accessible taxi for operation by the Red Deer Action Group."***

Since this meeting, the above has been discussed with Brian Marcotte, Alberta Transportation & Utilities. He has given verbal assurance that approval can be granted for 75% funding from provincial Alberta Cities Partnership money. Twilight Homes Foundation has already given the 25% matching. It is important that this proceed as soon as possible to allow savings of \$500.00/month lease cost of the current Seniors' Taxi.

The next step is to prepare a Supplementary Basic Capital Grant application to Alberta Cities Partnership funding. Council approval for this application is necessary as it has not been approved as part of the City's basic 5-year capital budget in 1993. In discussions with Ken Haslop, Engineering Manager, it was indicated that the Engineering Department would support the application.

**CHARLIE SEVCIK**

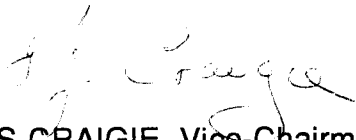
**August 9, 1993**

**Page Five**

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**Recommendation:**

That Council for the City of Red Deer approve the purchase of an accessible minivan in the amount of \$40,000 to be operated by the Red Deer Action Group and further that administration be directed to prepare the Alberta Cities Partnership Supplementary Basic Capital Grant application which will provide 75% of the funding, with the remaining 25% provided by a local service club.



FRANCES CRAIGIE, Vice-Chairman  
Red Deer & District F.C.S.S. Board

/kb

- cc    - Craig Curtis, Director of Community Services  
      - Alan Wilcock, Director of Finance  
      - Bryon Jeffers, Director of Engineering

**DATE:** August 10, 1993  
**TO:** City Clerk  
**FROM:** Director of Financial Services  
**RE:** Special Transportation - Accessible Taxi Service

---

The report recommends that City Council authorize the purchase of an accessible minivan to be operated by the Red Deer Action Group. The \$40,000 cost would be split:

- 75% or \$30,000 from the Provincial Capital grant program,
- 25% or \$10,000 from a local service group.

The minivan would apparently save leasing a Senior's Taxi at \$500 per month.

It is not clear in the report:

- if the total net operating deficit would increase and require additional funding from the City,
- if a service club has approved funding of the \$10,000 share.

Council is aware that due to budget guidelines net expenditure increases for any area of the budget would require expenditure decreases in other budget areas. Consideration of increases in operating budget expenditures should be done at budget time when priorities can be properly considered. If this request will result in an increase in net budget expenditures, then Council should defer consideration until 1994 budget deliberations.

  
for Alan Wilcock  
Director of Financial Services

AW/cjd



**DATE: August 10, 1993**

**TO: CITY COUNCIL**

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

**RE: SPECIAL TRANSPORTATION: ACCESSIBLE TAXI SERVICE**  
**A memo from the Vice-Chairman of the F.C.S.S. Board dated August 9, 1993 refers**

---

1. In March, 1992, Alberta Transportation approved a grant of \$50,000 to undertake a study of Special (Accessible) Transportation for Red Deer and area.

MANOP Services of Vancouver was contracted to research and prepare the review under the direction of a steering committee including representatives of the Red Deer Action Group for the Physically Disabled, Alberta Transportation, and the Transit and Social Planning Departments.

2. The final report, entitled "Accessible Transportation for Communities in the Red Deer Area: A Strategic Plan and Guidelines" was completed in March, 1993 and considered by City Council on April 26, 1993 following approval by the F.C.S.S. Board. At this time City Council resolved:

*"2. That the Administration give immediate attention to the recommendation that private enterprise be encouraged to provide an accessible taxi service to meet demand during peak periods, and at times when the special transit system is not operating.*

- 4. That Red Deer Transit study the feasibility of introducing a community bus service between destinations frequented by a high percentage of seniors as an alternative to the current level and format of service."*

3. The Social Planning staff, in conjunction with the Red Deer Action Group Transportation Committee, have since explored a variety of options regarding the accessible taxi service.

The two main options considered were:

- the purchase by the City of two accessible vehicles that could be leased to a private taxi company which could in turn provide the Seniors' Taxi Service under contract;
- the purchase by the City of one accessible vehicle which would continue to be operated by the Red Deer Action Group as an accessible taxi and also handle overflow from the Citizen's Action Bus.

After careful consideration the Red Deer Action Group Transportation Committee recommended:

- that the Red Deer Action Group continue to operate the Seniors' Taxi Service as an interim measure until a community bus system has been introduced;
- that an accessible vehicle be purchased with funding from the provincial Alberta Cities Partnership (75%) and the Twilight Homes Foundation (25%);
- that the City and the Red Deer Action Group work cooperatively with private taxi companies, which own accessible vehicles, so that evening and weekend service can be available to the disabled beyond the hours of operation of the Citizen's Action Bus.

The above recommendations were endorsed by the F.C.S.S. Board at its meeting on July 21, 1993.

4. I fully endorse the recommendations of the F.C.S.S. Board and the Red Deer Action Group Transportation Committee. The purchase of the accessible vehicle will not incur any direct cost to the City and no additional operating costs will be incurred as a result of this decision.

5. **RECOMMENDATION:**

It is recommended that City Council:

- approve the purchase of an accessible vehicle in the amount of \$40,000 with funding through the Alberta Cities Partnership (75%) and the Twilight Homes Foundation (25%);
- authorize the administration to prepare the necessary Alberta Cities Partnership Supplementary Basic Capital Grant Application.



CRAIG CURTIS  
Director of Community Services

CC/kb

- cc
- Colleen Jensen, Social Planning Manager
  - Roger Clarke, Chairman, F.C.S.S. Board
  - Frances Craigie, Vice-Chairman, F.C.S.S. Board

Commissioners' Comments

We concur with the recommendations of the F.C.S.S. Board that Council approve the purchase of an accessible minivan to be operated by the Red Deer Action Group and that the Administration be directed to prepare the Alberta Cities Partnership Supplementary Basic Capital Grant application which will provide 75% of the funding, with the remaining 25% provided by a local service club.

For Council's information \$30,000 from this grant will not have a major impact on our other projects funded from this grant, but Council should recognize that with Government cuts we are going to be strained in future as we establish priorities between roads, busses and other vehicles that would like access to this limited grant.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

**DATE: August 17, 1993**  
**TO: F.C.S.S. BOARD**  
**FROM: CITY CLERK**  
**RE: SPECIAL TRANSPORTATION - ACCESSIBLE TAXI SERVICE**

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I would advise that your report dated August 9, 1993 pertaining to the above matter was presented on the Council agenda of August 16, 1993 along with reports from the Administration.

Following is the resolution which was passed by Council supporting your recommendations.

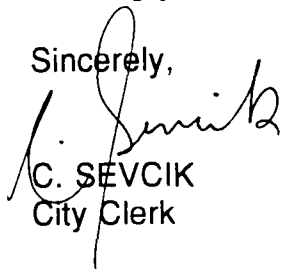
"RESOLVED that Council of The City of Red Deer having considered report from the F.C.S.S. Board re: Special Transportation - Accessible Taxi Service, hereby approves the purchase of an accessible vehicle in the amount of \$40,000 with funding through the Alberta Cities Partnership (75%) and the Twilight Homes Foundation (25%).

Council further authorizes the Administration to prepare the necessary Alberta Cities Partnership Supplementary Basic Capital Grant application and as recommended to Council, August 16, 1993."

The decision of Council in this instance is submitted for your information. By way of a copy of this memo, we are requesting the Administration to proceed in accordance with Council's decision.

Trusting you will find this satisfactory.

Sincerely,

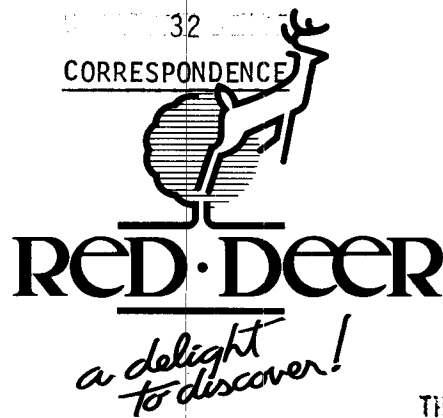


C. SEVCIK  
City Clerk

CS/clr

cc: Director of Community Services  
Director of Financial Services  
Director of Engineering Services  
Social Planning Manager  
Transit Manager

NO. 1



July 29, 1993

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

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	
DATE	Aug. 5 '93
BY	J.P.

Dear Mayor and Council:

The Red Deer Visitor and Convention Bureau is pleased to recommend an additional project for funding through the lottery funded Community Tourism Action Program. This project is an engineering study and feasibility assessment of a low power radio transmitter to provide information about Red Deer to passers by on Highway 2. The cost of the project is \$3,500, made up of \$2,625 from Community Tourism Action Program and the 25% contribution from the Visitor Bureau.

The Visitor Bureau feels that a low power radio transmitter has great potential as a unique affordable way to communicate with the many people on Highway 2, in an entertaining and informative manner which will attract them to visit our community. Although such a transmitter would be prohibited from broadcasting paid advertising, we feel that its operating costs can be covered by sponsorships from businesses and organizations which benefit from the visitors attracted.

The first step in establishing this new means to communicate with travellers is to complete an engineering study, to determine if a broadcast range of 8 to 10 kilometres along Highway 2 is possible. If the findings are favourable this engineering study would then form the basis for a licensing application to the CRTC.

We hope that City Council will support the allocation of \$2,625 of Red Deer's Community Tourism Action Program allocation to this project.

Yours truly,

  
Bernard Papp  
Chairman

WM/cw

RED DEER VISITOR AND CONVENTION BUREAU  
VISITOR INFORMATION CENTRE, HERITAGE RANCH

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4  
TEL: (403) 346-0180 FAX (403) 346-5081

DATE: August 9, 1993  
TO: C. Sevcik, City Clerk  
FROM: A. Scott, Land and Economic Development Manager  
RE: **RED DEER VISITOR AND CONVENTION BUREAU -  
LOW POWER RADIO TRANSMITTER**

---

I would support the Visitor and Convention Bureau's request for an allocation of \$2625 from the Community Tourism Action Program, to cover the cost of an engineering study into the feasibility of a low power radio transmitter.

I feel this proposal has great potential to provide services to the travelling public. In other areas of North America where radio stations of this type are located, it is very convenient to tune in to the frequency and obtain information that is geared for the travelling public. Information on attractions, accommodations, weather, etc., is provided in a format which is user friendly.

**Recommendation**

I would recommend that Council support the request from the Red Deer Visitor and Convention Bureau.



Alan V. Scott

AVS/mm

**DATE:** August 9, 1993

**TO:** Charlie Sevcik  
City Clerk

**FROM:** Craig Curtis, Director  
Community Services Division

**RE:** CONVENTION BUREAU: LOW POWER RADIO TRANSMITTER  
Your memo dated August 5, 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

Commissioners' Comments

We concur with the recommendations as submitted.

"G. SURKAN!"  
Mayor

"M.C. DAY"  
City Commissioner

**DATE:** August 17, 1993  
**TO:** RED DEER VISITOR & CONVENTION BUREAU  
**FROM:** CITY CLERK  
**RE:** LOW POWER RADIO TRANSMITTER

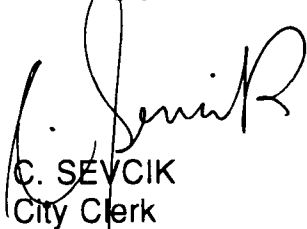
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This is to advise you that your application to Council August 16, 1993 for C.T.A.P. funding to undertake an engineering study and feasibility assessment of a low power radio transmitter to provide information about Red Deer to passersby on Highway 2, received approval with the following motion being passed:

"RESOLVED that Council of The City of Red Deer hereby supports the allocation of \$2,625 from the Community Tourism Action Program to fund an engineering study and feasibility assessment of a low power radio transmitter to provide information about Red Deer to passersby on Highway 2 (total cost of project is \$3,500: \$2,625 from C.T.A.P. and \$875 from the Visitor Bureau) and as recommended to Council, August 16, 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  
Land & Economic Development Manager



# St. John Ambulance

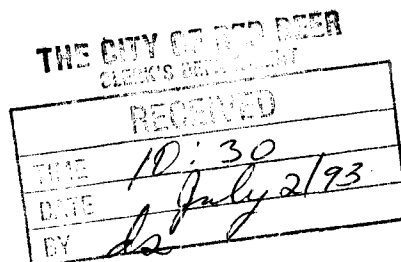
**Red Deer Area Office**

3615 Gaetz Ave.  
Red Deer, Alberta  
T4N 3Y5  
Phone (403) 342-7744  
Fax (403) 342-0222

July 2, 1993

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

ATTN: City Clerk

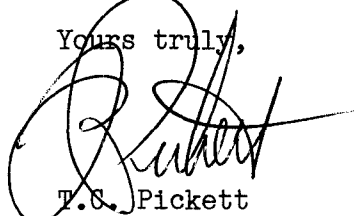


Dear Sir:

St. John Ambulance is applying to the Local Authorities Board for a Municipal Tax Exemption.

As per Article 5(1) of the Act, we hereby submit a copy of the application to the City of Red Deer. We further request the opportunity to support this application in Council before a decision is made.

Yours truly,



T.G. Pickett  
Manager

Encl.

/lc



# St. John Ambulance

## Red Deer Area Office

3615 Gaetz Ave.  
Red Deer, Alberta  
T4N 3Y5  
Phone (403) 342-7744  
Fax (403) 342-0222

July 2, 1993

Local Authorities Board  
18th Floor, City Centre  
10155 - 102 Street  
Edmonton, AB  
T4J 4L4

Dear Sir or Madam:

On behalf of St. John Ambulance, Red Deer Branch, I am applying for a Municipal Tax Exemption on property located at 3615 - 50 Avenue, Red Deer, Alberta; legal description, Lot 1, Block 1, Plan 8324ET.

St. John Ambulance is a registered non-profit corporation. Our **charitable registration number is 0046433-11-25**. A copy of notification of registration, and Senate Bill S-5 creating the non-profit corporation, are attached. (Attachments 1 and 2)

The 1993 Property Assessment Notice is also enclosed (Attachment 3), assessing the land value at \$70,800.00, and improvements at \$71,190.00.

The owner of record (copy of Certificate of Title at Attachment 4) is St. John Priory of Canada Properties, even though Red Deer Branch occupies, administers, and benefits from the facility. Our **Priory Rules, Rules for Provincial and Territorial Councils, and Rules and Regulations for a Branch**, (excerpts at Attachments 5, 6 and 7) outline our corporate structure and instruct who shall hold deed to property.

The property was initially a duplex residence, purchased by St. John Ambulance in September 1992. The building was renovated, and converted to a simplex facility. The building in its present form is not used for residence or accommodation. The main floor contains office and classroom space. The basement is currently 50% developed, and the developed area is dedicated to housing our volunteer Brigade operations. St. John Ambulance Brigade provides free First Aid Services at public events. (Attachment 8)



"MEMBER AGENCY - THE UNITED WAY OF RED DEER AND AREA"

## 2.

Revenue is generated through our training programs. In 1992 that revenue amounted to approximately \$164,000.00 (Financial statement at Attachment 9). However, when that revenue is balanced against the cost of; operating our three Brigade Divisions, providing free training programs such as Kids Safe and We Can Help (Attachment 10), and subsidizing Emergency First Aid Courses for schools, we registered a total deficit in excess of \$17,000.00. In other words, in 1992 St. John Ambulance assumed a debt of \$17,000.00 to enhance the welfare of our community.

We can't continue to operate indefinitely with that order of deficit. We will reduce services only as a last resort, so we have two alternative initiatives underway; increase revenue and reduce non-service related expenses. Our Board is involved in planning a number of fund raising activities. We are aggressively marketing our training programs. We are committed to overcoming our deficit position. Exemption from municipal taxes would reduce our occupancy costs a significant \$3400.00 annually.

St. John Ambulance meets the general profile for exemption, as I understand it. Our purpose is **benevolent**, as framed in our Mission Statement; "to enable Canadians to improve their health, safety and quality of life by providing training and community service." I believe we live up to that promise.

We are **charitable** in that we provide universal, free services as one of our two principle mandates. Our other operational arm is **educational**, providing First Aid, Health Care and Safety training. There is no question that both our services and training **benefit the general public**.

We qualify to apply for tax exemption by virtue of who we are. The exemption should be granted based on what we do, our relationship with municipal government and our history in the community.

St. John Ambulance has been operating in Red Deer approximately thirty years. As the City has grown, St. John Ambulance has adapted to meet the changing needs of the community. Until three years ago, we fielded one Brigade Division. Today, we have three divisions (see Attachment 8) with a total strength of approximately 100 volunteers. In 1992, with some 70 volunteers, the Brigade gave **5500 hours of service** to the community and treated over **300 casualties** at public events.

One of our divisions, 997 Emergency Response Division, was created specifically to meet our commitment to the City of Red Deer Peacetime Emergency Operation Plan. The relationship between the City of Red Deer and the Red Deer Branch of St. John Ambulance is unique compared to other communities serviced by St. John Ambulance. In Red Deer, St. John Ambulance is written into the plan as an **integral part of Emergency Response** (Attachment 11 and 12). We have been requested to expand that role, as indicated in the letter dated March 9, 1992 (Attachment 13).

3.

It is significant to note that the City of Red Deer has, for several years, granted funds to St. John Ambulance specifically requested "in lieu of a waiver of taxes." This resulted from an application to Council some years ago, asking for exemption from municipal taxes for the portion of a building we occupied, for which our landlord would correspondingly reduce our lease payments. As tenants we did not qualify under the act, however, Council informed us that they would consider our "in lieu of" grant. We have applied for, and received a **grant "in lieu of waiver of taxes"** every year since. Attached are letters of request for 1991 and 1992 (Attachments 14 and 15).

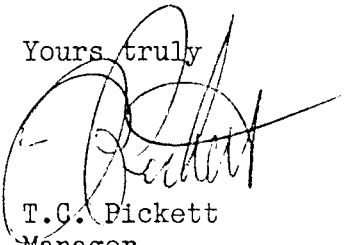
In January 1993, our first year as a property owner, our grant request also asked for support in an application to the Local Authorities Board for an official municipal tax exemption. We were surprised to have Council schedule the topic on a meeting agenda without first receiving the application; and even more surprised when they resolved not to support the request (See Attachment 16, 17, 18 and 19). That decision is inconsistent with their historic position.

We will be addresssing Red Deer City Council again, in support of this application, and trust we will be able to gain their support at that time.

The result of that Council meeting notwithstanding, St. John Ambulance, Red Deer Branch should be granted a Municipal Tax Exemption because of our **unique, and sometimes critical, contribution to our community.**

We look forward to meeting with the Local Authorities Board Review Committee.

Yours truly



T.C. Pickett  
Manager

Encl.

**DATE:** July 12, 1993  
**TO:** City Clerk  
**FROM:** Director of Financial Services  
**RE:** ST. JOHN AMBULANCE - TAX EXEMPTION

---

In 1992 St. John Ambulance requested a grant of \$3,000 of which

- 1/2 was to defray the cost of the Brigade Service
- 1/2 was in lieu of a waiver of taxes.

Council approved a grant of \$3,000 for 1992.

In 1993 St. John Ambulance requested a grant of \$4,000 with only an indication the grant would be used to support St. John Ambulance operations in the Community. The request also indicated St. John Ambulance "will be applying to the Local Authorities Board for a municipal tax exemption, and we request support from The City of Red Deer when our application is received".

The request for support for an application to the LAB for tax exemption was worded such that it was interpreted to be requesting Council consideration. Council did consider the request for support for tax exemption on February 1, 1993 and Council decided to deny the request. The denial may have been because of a concern regarding the increasing number of requests from non-profit organizations for tax exempt status. The amount of 1993 taxes is \$3,436.72 of which \$529.00 for frontage taxes would still be payable even if tax exemption were granted.

Council considered the 1993 grant request on February 2, 1993 and approved a grant in the amount of \$2,000.

St. John Ambulance is requesting Council reconsider its decision of February 1, 1993 to not support an application to the Local Authorities Board for tax exemption.

While it is recognized St. John Ambulance provides a worthwhile public service like most non-profit organizations, it is a concern that remaining taxpayers effectively subsidize the operations of non-profit organizations when tax exemption is granted.

City Clerk  
July 12, 1993  
Page 2

**Recommendation**

Council must consider whether the services provided by the St. John Ambulance justify support for tax exemption.

St. John Ambulance should be advised that even if tax exemption is approved by the Local Authorities Board, frontage taxes of \$529 would still be payable.

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

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

AW/jt

c. City Assessor

*PATH: alan\memos\stjohn.clk*

**DATE:** 9 July 1993  
**TO:** City Clerk  
**FROM:** City Assessor  
**RE:** ST. JOHN AMBULANCE - TAX EXEMPTION  
ROLL NO. 09-3-0630 - CIVIC: 3615 - 50 AV  
LEGAL: LOT 1, BLOCK 1, PL. 8324 E.T.

---

Correspondence was received by the City on January 13, 1993, dated January 11, 1993, that requested a grant to support operations and indicated that an application would be made to the Local Authorities Board in the future. This was circulated, and Council considered support at their meeting of February 1, 1993. The owner's manager has now requested that Council give them the opportunity to appear before Council.

Legislation by way of the *Municipal Taxation Exemption Act* specifically states, in:

**Section 6(1)**

"On receipt of a copy of an application under Section 5, the Municipality shall inform the Board whether or not it objects to the exemption applied for being granted.

**Section 6(2)**

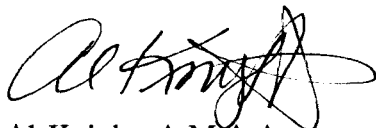
"If the Municipality does not comply with Subsection (1) within sixty (60) days after the receipt by it of the copy of the application, it shall be deemed to have no objection to the application to an exemption being granted."

At their February 1, 1993, meeting, Council, by resolution, agreed to not support this application.

We now respectfully request direction with respect to this situation. Administration can advise the Local Authorities Board of the decision of non-support, based on the February 1, 1993, resolution, or Council may choose to amend this resolution and its decision.

**RECOMMENDATION**

**Direction from Council on continued support of its February 1, 1993, resolution or an amendment to that resolution.**



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

AK/ngl

c.c. Director of Finance



# THE CITY OF RED DEER

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

\*\*\*\*\*

JULY 9, 1993

PROPERTY TAX MASTER FILE INQUIRY

10:23:29

ROLL NUMBER: 0930630

ST JOHN PRIORY OF CANADA

3615 50 AV

PROPERTIES

LT 1 BK 1 PL 8324ET

10975 124 STREET

EDMONTON ALTA

MORTGAGE CODE: 000 NO:

MORTGAGE COMP:

T5M OH9

	TAXABLE	EXEMPT	TAX CAVEAT DATE	CHANGE DATES		
OWNER TYPE	1	0	00/00/00	L.T.	CITY	S.O.
SEP. SCHL.	.0	.0		86/02/07	00/00/00	92/10/21
---ASSESSMENT INFORMATION---			-----TAX LEVIED-----			-----BALANCE OWING-----
	TAXABLE	EXEMPT	MUNICIPAL	1168.86	CURRENT	.00
LAND TYPE	1204		ED.FOUND	463.60	ARREARS	0.00
OWNER TYP	1	0	PUB.SCHL	927.92	TOTAL	0.00
SEP.SCHL.	.0	.0	SEP.SCHL.	238.42		
LAND	70800	0	LIBRARY	56.80		
IMP.	71190	0	PLAN FUND	19.03		
EQ.	0	0	PIPER CREEK	26.98		
			HOSPITAL	6.11		
			FRONTAGES	529.00		
TOT	141990	0	TOTAL TAX	3436.72		

\*\*\*\*\*



## **EXEMPT PROPERTIES**

### **ROLL NUMBER**

### **REGISTERED OWNER**

09-4-2390	Neil James Zak & Andrew Payne & Red Deer Assoc. for the Mentally Handicapped 3735 - 43 Av RED DEER, AB T4N 3P7
10-3-0610	First Christian Reformed Church 16 McVicar St RED DEER, AB T4N OM1
11-3-1470	Red Deer Association for the Mentally Handicapped 6010 - 45 Av RED DEER, AB T4N 3M4
16-2-1015	Kiwanis Club of Waskasoo & Big Brothers & Big Sisters of Red Deer & District 5233 - 49 Av RED DEER, AB T4N 6G5
16-2-1020	Big Brothers & Big Sisters of Red Deer & District 601 - 4808 - 50 St RED DEER, AB T4N 1X5
16-2-3500	Red Deer Native Friendship Society 4801 - 49 St RED DEER, AB T4N 1T8
16-3-1497	Central Alberta Womens Shelter Society of Red Deer Box 561 RED DEER, AB T4N 5G1

**ROLL NUMBER**

**REGISTERED OWNER**

16-4-1855	Central Alberta Community Residences Society 500 - 5000 - 50 Av RED DEER, AB T4N 6K7
21-1-0780	Red Deer Assoc. for Retarded Children 6016 - 45 Av RED DEER, AB T4N 3M4
21-1-0785	Red Deer Association for the Mentally Handicapped 6016 - 45 Av RED DEER, AB T4N 3M4
29-3-0190	Red Deer Association for the Mentally Handicapped 6010 - 45 Av RED DEER, AB T4N 3M4
29-3-2140	Red Deer Association for the Mentally Handicapped 6010 - 45 Av RED DEER, AB T4N 3M4
29-3-4195	Red Deer Association for the Mentally Handicapped 6010 - 45 Av RED DEER, AB T4N 3M4
29-4-2110	Red Deer Association for the Mentally Handicapped 6010 - 45 Av RED DEER, AB T4N 3M4

**ROLL NUMBER**

**REGISTERED OWNER**

32-1-0655	Wood's Christian Homes 805 - 37 St, NW CALGARY, AB T2N 4N8
33-1-0430	Cosmos Enterprises Vocational Training Centre 1 - 7428 - 49 Av RED DEER, AB T4P 1M2
33-1-0435	Cosmos Enterprises Vocational Training Centre 1 - 7428 - 49 Av RED DEER, AB T4P 1M2
33-1-0440	Cosmos Enterprises Vocational Training Centre 1 - 7428 - 49 Av RED DEER, AB T4P 1M2
33-1-0445	Cosmos Enterprises Vocational Training Centre 1 - 7428 - 49 Av RED DEER, AB T4P 1M2
33-1-0450	Comos Rehabilitation Society 1 - 7428 - 49 Av RED DEER, AB T4P 1M2
33-1-0614	Parkland Humane S.P.C.A. Box 931 RED DEER, AB T4N 4E7

Commissioners' Comments

When Council considered this item in February of this year our comments were as follows: "We concur with the recommendations of the Director of Financial Services that the tax exempt status be not supported. Council's support of the Agency can be more directly reflected in consideration of its grant request". Council did not support the application at that time.

As pointed out in the material, St. John Ambulance provides a very valuable and appreciated service in the community, however, it is only one of many charitable organizations that do so, the majority of which are not tax exempt. We would recommend that as a matter of policy, Council not support tax exemptions except where required under law and support those agencies which they feel are worthy through their granting programs. This process allows Council to use their discretion regarding the level of support, dependent on considerations such as the financial status of the organization concerned.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner



# THE CITY OF RED DEER

P.O. BOX 5005, RED DEER, ALBERTA T4N 5T4 FAX: (403) 348-8195

City Clerk's Department 342-8132

DATE: 93 . 08 . 12

OUR FAX NO: (403) 348-8195

NUMBER OF PAGES INCLUDING THIS PAGE: 6

FAX TO: St. John Ambulance  
ATTENTION: T.C. Pickett, Manager  
THEIR FAX NO: 342-0222

FROM: Charlie Levitt  
DEPARTMENT: City Clerk's

## MESSAGE AREA (if required):

- Administrative Comments appearing on Council Agenda of Aug. 16 attached.
- Item scheduled for discussion at 5:10 pm.



RED DEER

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## TRANSMISSION REPORT

THIS DOCUMENT WAS CONFIRMED  
(REDUCED SAMPLE ABOVE - SEE DETAILS BELOW)

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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) 348-6195

City Clerk's Department 342-8132

January 13, 1992

St. John's Ambulance  
3615 Gaetz Avenue  
Red Deer, Alberta  
T4N 3Y5

Attention: Mr. Kirk Sisson, Branch Chairman

Dear Sir:

RE: REQUEST FOR SUPPORT MUNICIPAL TAX EXEMPTION

I wish to acknowledge with thanks your letter of January 11, 1993, pertaining to the above matter and also with regard to a request for a grant in the amount of \$4,000.00.

Please be advised your "grant request" has been submitted to the Director of Financial Services for presentation to Council when the grant requests are considered. All grant requests will be considered on January 28 budget meeting and a further notice in this regard as to the approximate time of consideration, etc., will be sent to you under separate cover from the office of the Director of Financial Services.

With regard to your request that the City support your application for municipal tax exemption, I would advise that this will be considered at the regular Council Meeting of February 1, 1993. Our office will advise you on or about January 29 of the approximate time that Council will be discussing this item in order that you might be present.

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

Sincerely,

G. Sevcik  
City Clerk  
c.c. Dir. of Financial Services

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**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

February 3, 1993

St. John Ambulance  
3615 Gaetz Avenue  
Red Deer, Alberta  
T4N 3Y5

ATTENTION: MR. KIRK SISSON  
BRANCH CHAIRMAN

Dear Sir:

RE: REQUEST FOR SUPPORT - MUNICIPAL TAX EXEMPTION

Your letter dated January 11, 1993, announcing that St. John Ambulance has purchased the property at 3615 Gaetz Avenue and will be applying to the Local Authorities Board for a municipal tax exemption, received consideration at the Council Meeting of February 1, 1993.

Following is the motion which was passed by Council denying your request for support:

"RESOLVED that Council of The City of Red Deer hereby agrees that the request by St. John Ambulance for tax exempt status be not supported and as recommended to Council February 1, 1993 by the Commissioners.

The decision of Council in this instance is submitted for your information and in this regard I am also enclosing herewith the Administrative comment which appeared on the Council Agenda (pages 33 - 35).

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

Sincerely,



C. SEVCIK  
City Clerk

CS/cd

cc: Director of Financial Services  
City Assessor

*a delight to discover!*

Consideration was given to the report from the Recreation, Parks & Culture Board dated January 13, 1993, **re: Waiver of Fees for Support Persons of People with Disabilities.** Following discussion, the motion as set out hereunder was passed.

Moved by Alderman Statnyk, seconded by Alderman Schnell

"RESOLVED that Council of The City of Red Deer hereby approves the "Waiver Policy for Support Persons Admissions and Fees" and as presented to Council February 1, 1993."

MOTION CARRIED

### CORRESPONDENCE

Consideration was given to correspondence from St. John Ambulance dated January 11, 1992, **re: Request for Support for Municipal Tax Exemption.** Cam Pickett, representing the St. John Ambulance, was present to speak to Council relative to this matter. Following discussion, the motion as set out hereunder was introduced and passed.

Moved by Alderman Statnyk, seconded by Alderman Volk

"RESOLVED that Council of The City of Red Deer hereby agrees that the request by St. John Ambulance for tax exempt status be not supported and as recommended to Council February 1, 1993 by the Commissioners."

Alderman Pimm and Alderman Campbell-Cardwell registered dissenting votes.

MOTION CARRIED

### REPORTS

Consideration was given to the report from the Treasury Services Manager dated January 25, 1993, **re: Quality Service Program - Customer Payments Options.** Following discussion, the motion as set out hereunder was introduced and passed.



DATE July 5, 1993

TO:

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

FROM:

CITY CLERK

RE: ST. JOHN AMBULANCE - TAX EXEMPTION

Please submit comments on the attached to this office by July 12

for the Council Agenda of July 19, 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

July 5, 1993

Mr. T.C. Pickett, Manager  
St. John Ambulance  
3615 Gaetz Avenue  
Red Deer, Alberta  
T4N 3Y5

Dear Sir:

I acknowledge receipt of your letter dated July 2, 1993, re: Municipal Tax Exemption.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on Monday, July 19, 1993. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m.

In the event you wish to be present at the Council meeting, would you please telephone our office on Friday, July 16, and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the park side entrance when arriving, and proceed up to the second floor Council Chambers.

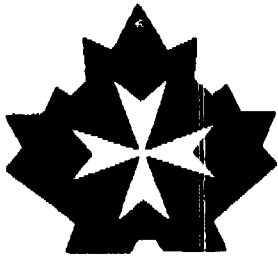
This request has been circulated to City administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, July 16.

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

Yours truly,

for  
C. Sevcik  
City Clerk  
CS/ds

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# St. John Ambulance

## Red Deer Area Office

3615 Gastz Ave.  
Red Deer, Alberta  
T4N 3Y5  
Phone (403) 342-7744  
Fax (403) 342-0222

July 12, 1993

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

ATTENTION: City Clerk

Dear Sir:


As per your letter dated July 5, 1993, the St. John Ambulance Application for Municipal Tax Exemption is scheduled for discussion in Council on July 19, 1993

Our Board Chairman wishes to be present during that deliberation, however he is going to be away from July 16 to 28.

We request discussion of our application be postponed until the Council Meeting on August 16, 1993.

Thank You.

Yours truly

  
T.C. Pickett  
Manager

THE CITY OF RED DEER CLERK'S DEPARTMENT	
RECEIVED	
TIME	1:00 PM
DATE	93/07/12
BY	EL



"MEMBER AGENCY • THE UNITED WAY OF RED DEER AND AREA"

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

July 12, 1993

St. John Ambulance  
3615 Gaetz Avenue  
Red Deer, Alberta  
T4N 3Y5

Attention: T.C. Pickett, Manager

Dear Sir:

This is to confirm our telephone conversation of July 12, 1993, and your fax of July 12, 1993, concerning your letter to Council dated July 2, 1993, re: Municipal Tax Exemption.

Originally, your letter of July 2 was to appear on the July 19, 1993, Council Agenda, however in accordance with your request, has been been rescheduled to the Monday, August 16, 1993, meeting of Council.

Please contact this office on Friday, August 13, 1993, and we will advise you of the appropriate time that Council will be discussing this item.

This item has been circulated to City administration for comments and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, August 13, 1993.

Trusting you will find this satisfactory.

Sincerely,

Kelly Kloss  
Assistant City Clerk

KK/ds

c.c. Director of Financial Services  
City Assessor

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18th floor, CityCentre  
10155 - 102 Street  
Edmonton, Alberta  
Canada T5J 4L4

Telephone 403/427-4278  
Fax 403/427-0986

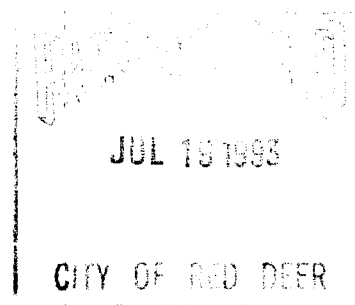
OUR FILE: T.EX. 742

July 15, 1993

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

Dear Mr. Sevcik:

**Re: St. John Priory of Canada Properties  
Lot 1, Block 1, Plan 832 E.T. and  
The Municipal Tax Exemption Act**



I wish to confirm that the St. John Priory of Canada Properties has submitted an application for exemption from assessment and taxation, a copy of which was served on City of Red Deer on July 2, 1993, and also refer you to Section 6 of the Municipal Tax Exemption Act which states:

"6(1) On receipt of a copy of an application under section 5, the municipality shall inform the Board whether or not it objects to the exemption applied for being granted.

(2) If the municipality does not comply with subsection (1) within 60 days after the receipt by it of the copy of the application, it shall be deemed to have no objection to an exemption being granted."

I would also advise that in the event the Board deems it necessary, a formal hearing of this application will be scheduled at a later date.

If you have any questions, please contact Ray Myroniuk at 427-4278.

Yours truly

Archie R. Grover  
Chairman

ARG/nr



# THE CITY OF RED DEER

P. O. BOX 5098, RED DEER, ALBERTA T4N 5T4 FAX: (403) 346-8195

City Clerk's Department 342-8102

DATE: 93-08-12

OUR FAX NO: (403) 346-8195

NUMBER OF PAGES INCLUDING THIS PAGE: 7

FAX TO: The John Howard Society  
ATTENTION: George Atkey, Executive Director  
THEIR FAX NO: 346-8740

FROM: Charlie Saville  
DEPARTMENT: City Clerk

## MESSAGE AREA (if required):

- Administrative Comments appearing on August 16<sup>th</sup> Council agenda attached.
- Item scheduled for discussion at 5:15 pm



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## TRANSMISSION REPORT

THIS DOCUMENT WAS CONFIRMED  
(REDUCED SAMPLE ABOVE - SEE DETAILS BELOW)

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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

DEPARTMENT OF NATIONAL REVENUE  
TAXATION DIVISION  
444 SUSSEX DRIVE, OTTAWA 2, ONT.



MINISTÈRE DU REVENU NATIONAL  
DIVISION DE L'IMPÔT  
444, PROMENADE SUSSEX, OTTAWA 2 (ONT.)

CHARITABLE ORGANIZATIONS  
NOTIFICATION OF REGISTRATION

ORGANISATIONS DE CHARITÉ  
NOTIFICATION D'ENREGISTREMENT

REGISTRATION NUMBER ASSIGNED - NO d'enregistrement attribué <b>0046433-11-25</b>	PLEASE QUOTE THIS NUMBER IN ALL CORRESPONDENCE WITH THIS OFFICE. Veuillez indiquer ce numéro dans toute lettre à notre bureau.	EFFECTIVE DATE - Date d'effet <b>January 1, 1967</b>
NAME OF ORGANIZATION - Nom de l'organisation <b>Prory of Canada of the Order of St. John - St. John Ambulance,</b>		
ADDRESS - Adresse <b>St. John Council for Alberta,</b>		
<b>10055 - 110 St., EDMONTON, Alta.</b>		

THE ABOVE-NAMED ORGANIZATION HAS DULY FILED AN APPLICATION FOR REGISTRATION TO QUALIFY AS A "REGISTERED CANADIAN CHARITABLE ORGANIZATION" WITHIN THE MEANING OF THE INCOME TAX ACT.

DONATIONS MADE TO THE ORGANIZATION ON OR AFTER THE EFFECTIVE DATE MAY BE CLAIMED AS A DEDUCTION BY THE DONORS IN COMPUTING THEIR TAXABLE INCOME IN ACCORDANCE WITH AND TO THE EXTENT PROVIDED BY SECTION 27(1)(g) OF THE INCOME TAX ACT IF SUBSTANTIATED BY A RECEIPT IN DUE FORM.

IT IS UNDERSTOOD THAT THE PRESENT REGISTRATION WILL ONLY REMAIN VALID SO LONG AS THE ORGANIZATION CONTINUES TO FULFILL THE REQUIREMENTS OF THE INCOME TAX ACT AND THE INCOME TAX REGULATIONS IN RESPECT OF REGISTERED CANADIAN CHARITABLE ORGANIZATIONS.

THE REGISTRATION MAY BE REVOKED IF

- (a) THE ACTIVITIES OF THE ORGANIZATION SO CHANGE THAT IT NO LONGER FULLY QUALIFIES AS A CHARITABLE ORGANIZATION.
- (b) AN ANNUAL RETURN OF INFORMATION IS NOT FILED AS REQUIRED.
- (c) RECEIPTS ISSUED TO SUBSTANTIATE CLAIMS OF DONORS UNDER THE PROVISIONS OF SECTION 27(1)(g) OF THE INCOME TAX ACT ARE NOT IN A FORM WHICH MEETS THE REQUIREMENTS OF THE REGULATIONS OR
- (d) THE ORGANIZATION OTHERWISE CONTRAVENES THE INCOME TAX LAW OR REGULATIONS IN RESPECT OF REGISTERED CANADIAN CHARITABLE ORGANIZATIONS.

L'ORGANISATION SUSMENTIONNÉE A DÉJÀ PRODUIT UNE DEMANDE D'ENREGISTREMENT AFIN D'ÊTRE RECONNUE COMME "ORGANISATION DE CHARITÉ CANADIENNE ENREGISTRÉE" AU SENS DE LA LOI DE L'IMPÔT SUR LE REVENU.

DANS LE CALCUL DE LEUR REVENU IMPOSABLE, LES DONATEURS POURRONT RÉCLAMER EN DÉDUCTION LES DONS VERSÉS À L'ORGANISATION À OU APRÈS LA DATE DE PRISE D'EFFET, EN CONFORMITÉ DE L'ARTICLE 27(1)(g) DE LA LOI DE L'IMPÔT SUR LE REVENU ET DANS LES LIMITES FIXÉES PAR CET ARTICLE, SI LES DONS SONT APPUYÉS D'UN REÇU EN BONNE ET DUE FORME.

IL EST ENTENDU QUE LE PRÉSENT ENREGISTREMENT NE DEMEURERA VALABLE QUE TANT QUE L'ORGANISATION CONTINUERA DE SE CONFORMER AUX EXIGENCES DE LA LOI ET DES RÈGLEMENTS DE L'IMPÔT SUR LE REVENU CONCERNANT LES ORGANISATIONS DE CHARITÉ CANADIENNES ENREGISTRÉES.

L'ENREGISTREMENT PEUT ÊTRE ANNULÉ SI:

- a) L'ACTIVITÉ DE L'ORGANISATION CHANGE À TEL POINT QUE LE N'A PLUS PLEINEMENT QUALITÉ D'ORGANISATION DE CHARITÉ.
- b) UNE DÉCLARATION ANNUELLE DE RENSEIGNEMENTS N'EST PAS PRODUITE TEL QU'IL EST REQUIS.
- c) LES REÇUS DÉLIVRÉS À L'APPUI DES RÉCLAMATIONS DES DONATEURS EN VERTU DES DISPOSITIONS DE L'ARTICLE 27(1)(g) DE LA LOI DE L'IMPÔT SUR LE REVENU, NE SONT PAS DANS UNE FORME QUI RÉPONDE AUX PRÉSCRIPTIONS DES RÈGLEMENTS, OU
- d) L'ORGANISATION ENFREINT AUTREMENT LA LOI OU LES RÈGLEMENTS DE L'IMPÔT SUR LE REVENU CONCERNANT LES ORGANISATIONS DE CHARITÉ CANADIENNES ENREGISTRÉES.

J. DELAVIGNETTE

REGISTRAR - EXAMINER OF CHARITABLE ORGANIZATIONS  
REGISTRAR - EXAMINATEUR DES ORGANISATIONS DE CHARITÉ

Prory of Canada of the Order of St. John  
ST. JOHN AMBULANCE  
REG. NO. 0046433-11-25

ATTACHMENT: 1

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Second Session, Twenty-Sixth Parliament, 13 Elizabeth II, 1964.

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THE SENATE OF CANADA

BILL S-5.

An Act respecting The General Council of the Canadian  
Branch of the St. John Ambulance Association.

---

Read a first time, Wednesday, 26th February, 1964.

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Honourable Senator KINLEY.

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ROGER DUHAMEL, F.R.S.C.  
QUEEN'S PRINTER AND CONTROLLER OF STATIONERY  
OTTAWA, 1964

20400-8

2



#### EXPLANATORY NOTES.

The principal purpose of the bill is to provide the Corporation with objects and powers appropriate to the only function it has in fact been fulfilling since 1946, namely, that of a bare trustee for the Priory holding title to property beneficially owned by the Priory, as more particularly set out in the recitals in the preamble of the bill, and in connection therewith to define the trusts upon which the Corporation holds such property.

Additional purposes of the bill are to provide a location for the head office of the Corporation, to define its membership consistent with its control and direction by the Priory, and to change its name to one more appropriate to its functions.

The purpose of subsection (2) of the new section 7, which would be enacted by clause 3, is to remove retroactively the existing limitation of fifty thousand dollars on the annual value of the real estate held by the Corporation.

The purpose of clause 4 is to provide that the new Act will come into force on June 24th, 1964, which is St. John's Day, a day of significance to the Order and the Priory.

## THE SENATE OF CANADA

### BILL S-5.

An Act respecting The General Council of the Canadian Branch of the St. John Ambulance Association.

Preamble.  
1914, c. 145.

WHEREAS The Grand Priory in the British Realm of the Most Venerable Order of the Hospital of St. John of Jerusalem, styled and designated for brevity "The Order of St. John" and hereinafter called "the Order", was originally incorporated by a Royal Charter under the Great Seal of Great Britain bearing date at Westminster the 14th day of May, 1888, which Royal Charter has been superseded by a succession of Royal Charters, the latest of which bears date at Westminster the 15th day of March, 1955, as supplemented by a Supplemental Royal Charter bearing date at Westminster the 14th day of November, 1958;

Whereas on or about 16th day of September, 1946, the Order created an Establishment of the Order in and throughout Canada now called The Priory of Canada of the Most Venerable Order of the Hospital of St. John of Jerusalem, designated for brevity "The Priory of Canada of the Order of St. John", and hereinafter called "the Priory";

Whereas The General Council of the Canadian Branch of the St. John Ambulance Association, hereinafter called "the Corporation", was incorporated on the 12th day of June, 1914, to enable the Canadian Branch of the St. John Ambulance Association to promote and carry out its objects in Canada;

Whereas since on or about the said 16th day of September, 1946, the Priory has performed all the purposes of the Corporation and the Corporation has been used by the Priory solely for the purpose of holding property of the Priory, other than funds required for current expenditure; and

WHEREAS the Corporation and the Priory have by their joint petition prayed that it be enacted as hereinafter set forth, and it is expedient to grant the prayer of the petition: Therefore Her Majesty, by and with the advice and consent of the Senate and House of Commons of 5 Canada, enacts as follows:—

## Definitions.

- 1.** In this Act,
- (a) "Foundations" means institutions or organized bodies constituted by the Priory for the furtherance of the objects of the Order, or 10 any of them, and includes the St. John Ambulance Association and the St. John Ambulance Brigade in Canada;
  - (b) "branches" means subordinate parts of the Priory and its Foundations and includes its 15 Provincial Councils and Special Centres;
  - (c) "Regulations of the Priory" means the regulations of the Priory and its Foundations in force from time to time under the government of the Order in so far as it relates to Canada. 20

## Change of name.

## Existing rights saved.

**2.** The name of the Corporation is hereby changed to St. John Priory of Canada Properties, but such change of name shall not in any way impair, alter or affect the rights or liabilities of the Corporation, or in any way affect any suit or proceeding now pending or 25 judgment existing, either by or in favour of or against the Corporation, which, notwithstanding such change in the name of the Corporation, may be prosecuted, continued, completed and enforced as if this Act had not been passed, and any legal proceeding that might have been commenced 30 or continued by or against the Corporation under its former name may be commenced or continued by or against it under its new name.

**3.** Section 2 to 7, both inclusive, of chapter 145 of the statutes of 1914 are repealed and the following 35 substituted therefor:

## Objects.

"**2.** The objects of the Corporation, subject to the laws in force in Canada, shall be to hold property, both real and personal, corporeal and incorporeal, present and future, beneficially owned by the Priory, 40 upon the trusts set forth in section 3."

## Trusts of property.

"**3.** Subject to the provisions of any trust affecting any particular property, all property of every nature and kind held by the Corporation shall be held by it solely upon trust for the Priory or any successor 45

governing body of the Order in Canada, and subject always to its direction and control, and in the event and at the time that the Priory or any such successor governing body may be dissolved, thereafter solely in trust for the Order for use in Canada." 5

Head office.

"4. (1) The head office the Corporation shall be in the city of Ottawa in the province of Ontario, or at such other place within Canada as the Corporation may determine by by-law from time to time."

(2) Notice in writing shall be given to the 10 Secretary of State by the Corporation of any change of the head office and a copy of such notice shall be published forthwith in the Canada Gazette."

Members.

"5. The members of the Corporation shall initially be the Priory Executive Officers on the 24th day of 15 June, 1964, and thereafter shall be the Priory Executive Officers from time to time, and upon a member ceasing to be a Priory Executive Officer he shall thereupon cease to be a member of the Corporation."

Power to  
make  
by-laws.

"6. The Corporation may from time to time make 20 by-laws not contrary to law, for

- (a) the administration, management and control of property held by it and the regulation of the affairs of the Corporation;
- (b) the appointment, functions and duties of all 25 officers of the Corporation;
- (c) the calling of regular and special meetings of the Corporation and of the executive and other committees of the Corporation;
- (d) fixing the quorum for and the procedure to be 30 followed at all meetings referred to in the preceding paragraph; and
- (e) generally carrying out the objects and purposes of the Corporation."

Power to  
acquire,  
hold and  
dispose of  
property.

"7. (1) Subject to the provisions of section 3 35 and the terms of any trust relating thereto, the Corporation may purchase, take, have, hold, receive, possess and retain property, real or personal, corporeal or incorporeal, and any or every estate or interest therein whatsoever, given, granted, leased, devised, mortgaged, 40 bequeathed, appropriated, purchased or acquired in any manner or way whatsoever to, by or for the benefit of the Corporation or the Priory or any of its Foundations or branches, and may sell, convey, alienate, mortgage, lease or demise in whole or in part, any such 45 property held by the Corporation.

(2) There shall not be and shall be deemed not to have been at any time in the past any limitation on the annual value of the real estate held by the Corporation."

Borrowing  
powers.

"8. (1) The Corporation may from time to time 5  
for the purposes of the Corporation and the Priory

- (a) borrow money on the credit of the Corporation;
- (b) limit or increase the amount to be borrowed;
- (c) make, draw, accept, endorse or become party to promissory notes and bills of exchange, and 10 every such note or bill made, drawn, accepted or endorsed by the party or parties thereto, authorized by the by-laws of the Corporation, shall be presumed to have been made, drawn, accepted or endorsed with proper authority 15 until the contrary is shown, and it shall not be necessary to have the seal of the Corporation affixed to any such note or bill;
- (d) issue bonds or securities of the Corporation;
- (e) pledge or sell such bonds or other securities for 20 such sums and at such prices as may be deemed expedient; and
- (f) mortgage, hypothecate or pledge any property held by the Corporation, real or personal, present or future, to secure the repayment of 25 any money borrowed for the purposes of the Corporation or the Priory.

Limitation.

(2) Nothing in this section shall be construed to authorize the Corporation to issue any note or bill payable to the bearer thereof, or any promissory note 30 intended to be circulated as money or as the note or bill of a bank, or to engage in the business of banking or insurance.

Investment  
of funds.

R.S., c. 31;  
1956, c. 28;  
1957-58, c. 11;  
1960-61, c. 13.

"9. The Corporation may from time to time invest or reinvest or lend moneys in or upon any securities, 35 real or personal, in which a Canadian insurance company may invest its funds or upon which it may lend its funds under the authority of the *Canadian and British Insurance Companies Act*, subject to the same limitations and conditions as apply to such a company 40 pursuant to that Act, except that investment in common shares shall not be subject to the limitation set out in subsection (7) of section 63 thereof; and the Corporation shall have all such rights and remedies for the collection, enforcement or repayment of an investment 45 or loan as any individual or corporation would have by law in the premises: Provided that the Corporation

Proviso.

shall not exercise its powers of investment otherwise than in accordance with such investment powers and restrictions as may be applicable from time to time to the Order generally.

Custody and  
occupation  
of property.

"10. The Corporation may deliver the custody, 5  
use, occupation and enjoyment of property held by it,  
both real and personal, to the Priory and any of its  
branches for the purposes of the Priory and its Founda-  
tions, including all funds required for current expend-  
iture. 10

Incidental  
powers.

"11. The Corporation may do all such lawful  
acts and things as are incidental to or as may be  
conducive to the attainment of its objects and the  
purposes of the Priory and its Foundations and  
branches. 15

Jurisdiction

"12. The Corporation may pursue its objects  
and exercise its rights and powers in any part of Canada.

Limitation  
of powers.

"13. Nothing in this Act contained shall empower  
the Corporation to pursue its objects or exercise its  
rights and powers otherwise than in a manner consistent 20  
with the Regulations of the Priory and in accord with  
its directions from time to time."

Effective  
date.

4. This Act shall come into force or shall be deemed  
to have come into force on the 24th day of June, 1964.

Phone: 342-8126 Fax: 346-6195

ATTACHMENT: 3

NOTICE IS HEREBY GIVEN THAT THE 1993 PROPERTY ASSESSMENT ROLL OF THE CITY OF RED DEER HAS BEEN PREPARED AND IS NOW OPEN FOR INSPECTION IN THE ASSESSMENT DEPARTMENT, CITY HALL, FROM 8:00 A.M. TO 4:00 P.M. ON EVERY DAY OF THE WEEK EXCEPT SATURDAY, SUNDAY AND ANY DAY WHICH IS A PUBLIC HOLIDAY. IF YOU DESIRE TO OBJECT TO THE ASSESSMENT OF YOUR PROPERTY OR OF ANY OTHER PROPERTY, YOU OR YOUR AGENT MUST, WITHIN THIRTY (30) DAYS OF THE DATE OF THIS NOTICE LODGE YOUR COMPLAINT IN WRITING WITH THE CITY ASSESSOR.

CLAN KNIGHT, AMAA, CITY ASSESSOR

## OWNER

ST JOHN PRIORY OF CANADA  
PROPERTIES  
10975 124 STREET  
EDMONTON ALTA  
T5M 0H9

## LEGAL DESCRIPTION

3615 50 AV  
LT 1 BK 1 PL 8324ET

BEST ATTAINABLE  
IMAGE

FINAL DATE OF COMPLAINT: JUNE 21, 1993

## ASSESSED VALUES

## SCHOOL SUPPORT

LAND	BUILDING AND OTHER IMPROVEMENTS	TOTAL ASSESSMENT	TAX CLASSIFICATION	PUBLIC SCHOOL	SEPARATE SCHOOL
70,800	71,190	141,990	COMMERCIAL	112,996	28,994

## 1993 PROPERTY TAX NOTICE

DUE DATE: JUNE 30, 1993

LOCAL IMPROVEMENT CHARGES	EXPIRY YEAR	ANNUAL AMOUNT
ROAD	2002	474.50
STREET LIGHTS	1993	49.50
WATER MNT. TAX		5.00
TOTAL ANNUAL LOCAL IMPROVEMENT CHARGES		529.00

MORTGAGE COMPANY:

MESSAGE TO TAXPAYER:

PROPERTY TAX INCREASES GREATER THAN 5%  
FOR 1993, BECAUSE OF THE REASSESSMENT,  
ARE ALLOWED UNTIL DEC. 31, 1993 TO PAY  
THE INCREASE, WITHOUT PENALTY.

RATE CATEGORY	ASSESSMENT	MILL RATE	% INCREASE	TAXES
MUNICIPAL TAXES LEVIED BY CITY OF RED DEER	141,990	8.2321	0.0%	1,168.86
TOTAL MUNICIPAL TAXES				1,168.86
SCHOOL TAXES LEVIED BY SCHOOL BOARDS				
PUBLIC SCHOOL	112,996	8.212	5.0%	927.92
SEPARATE SCHOOL	28,994	8.223	6.5%	238.42
PROVINCIAL EDUCATION TAX	141,990	3.265	(6.7%)	463.60
TOTAL SCHOOL TAXES				1,629.94
OTHER TAXES LEVIED BY				
RED DEER PUBLIC LIBRARY	141,990	.400	0.8%	56.80
PROVINCIAL PLANNING FUND	141,990	.134	(0.8%)	19.03
PIPER CREEK FOUNDATION	141,990	.190	(1.6%)	26.98
HOSPITAL	141,990	.043		6.11
TOTAL OTHER TAXES				108.92
TOTAL LOCAL IMPROVEMENT CHARGES				529.00
TOTAL BASIC TAX				3,436.72
DEDUCT PROVINCIAL EDUCATION TAX				
TOTAL CURRENT TAX				3,436.72
ARREARS				
PREPAYMENTS				
TOTAL TAX DUE				3,436.72
FOR COMPARISON THE 1992 CURRENT TAXES WERE: 2,209.97				
OUR TAXES CAN BE PAID AS FOLLOWS:				
DUE JUNE 30, 1993	2,320.46			
DUE DEC. 31, 1993	1,116.26			

SEE REVERSE SIDE FOR TERMS OF PAYMENT, APPEAL PROCEDURE AND FURTHER INFORMATION

RETURN THIS PORTION WITH YOUR PAYMENT  
THE CITY OF RED DEER 1993 PROPERTY TAX NOTICE

4914 - 48 AVENUE, BOX 5008 RED DEER, ALBERTA T4N 3T4

DUE DATE: JUNE 30, 1993



ROLL NUMBER	09-3-0630
1993 CURRENT TAXES	3,436.72
PRIOR YEARS ARREARS	
BALANCE DUE	3,436.72
AMOUNT PAID	

LEGAL DESCRIPTION
ST JOHN PRIORY OF CANADA 3615 50 AV LT 1 BK 1 PL 8324ET



Duplicate Certificate of Title  
North Alberta Land Registration District

S

LINC SHORT LEGAL  
0015 685 424 8324ET;1;1

TITLE NUMBER: 922 296 005  
TRANSFER OF LAND  
DATE: 30/09/92

HIS IS TO CERTIFY THAT

OF JOHN PRIORY OF CANADA PROPERTIES.  
OF 10975 - 124 STREET, EDMONTON  
ALBERTA T5M 0H9

IS THE OWNER OF AN ESTATE IN FEE SIMPLE  
AND IN

PLAN 8324ET  
BLOCK ONE (1)  
LOT ONE (1)

EXCEPTING THEREOUT: ALL THAT PORTION TAKEN FOR AVENUE AS  
SHOWN ON ROAD PLAN 2326MC

EXCEPTING THEREOUT ALL MINES AND MINERALS

SUBJECT TO THE ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM UNDER-  
WRITTEN OR ENDORSED HEREON, OR WHICH MAY HEREAFTER BE MADE IN THE REGISTER.

ENCUMBRANCES, LIENS & INTERESTS

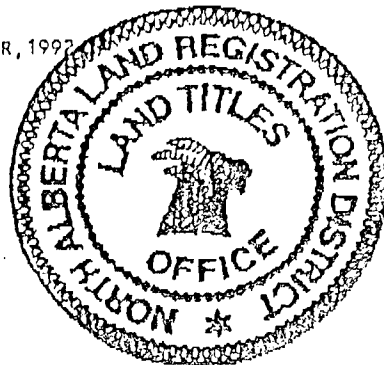
REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

NO REGISTRATIONS

WITNESS WHEREOF I HAVE SUBSCRIBED MY NAME AND AFFIXED MY OFFICIAL SEAL THIS 30 DAY OF SEPTEMBER, 1992

  
A.D. REGISTRAR  
NORTH ALBERTA LAND REGISTRATION DISTRICT



\*SUPPLEMENTARY INFORMATION\*

D.C.T. ISSUED: YES VALUE: \$170,000  
CONSIDERATION: \$170,000  
MUNICIPALITY: CITY OF RED DEER  
REFERENCE NUMBER:  
862 008 078  
ATS REFERENCE:  
4;27;38;9;NW  
TOTAL INSTRUMENTS: 000



THE PRIORY OF CANADA OF THE MOST VENERABLE ORDER  
OF THE HOSPITAL OF ST. JOHN OF JERUSALEM

PRIORY RULES

PART ONE - INTRODUCTION

1. Short Title

These Rules may be cited as "Priory of Canada Rules 1991" and are herein referred to as "these Rules".

2. Interpretation

(1) In these Rules, unless otherwise specifically provided or the context otherwise requires, words and phrases shall have the same meaning as in the Statutes and

- (a) "Association" means that part of the St. John Ambulance Association and Brigade, a Foundation of the Order, known as the St. John Ambulance Association;
- (b) "Brigade" means that part of the St. John Ambulance Association and Brigade, a Foundation of the Order, known as the St. John Ambulance Brigade;
- (c) "Corporation" means the holding corporation of Priory incorporated by Special Act of the Parliament of Canada, Statutes of Canada 1914, Chapter 145, as amended by Statutes of Canada 1964 - 65, Chapter 77, having the names "St. John Priory of Canada Properties";
- (d) "Priory" means the Priory of Canada of the Most Venerable Order of the Hospital of St. John of Jerusalem, and where the context so indicates means the Headquarters thereof;
- (e) "Statutes" means the St. John Statutes, 1985 and reference to any Statute by number refers to the Statute so numbered therein;
- (f) "Territory" means the geographical area under the authority of Priory;
- (g) "St. John Ambulance-Ambulance Saint-Jean" is the single public title under which all the work of the Order, its Foundations, Establishments, Councils and subordinate bodies is conducted.

- (4) Unless and to the extent that the Priory Chapter or Priory Council may otherwise direct, the Order Committee may exercise in the name of the Priory Chapter all its powers and authority under the provisions of Part IV of the St. John (Grand Priory) Regulations, 1985.
- (5) All recommendations for honours and awards, (other than recommendations for Priory Votes of Thanks, Honorary Life Memberships and Meritorious Certificates), approved by the Priory Chapter or in its name by the Order Committee under the provisions of Rule 25 (4) of these Rules, shall forthwith be submitted by the Priory Secretary under confidential cover to the Secretary-General of the Order for appropriate action.

#### PART FOUR - PROPERTY AND CONTRACTUAL AND FINANCIAL ARRANGEMENTS

##### 26. Property of the Priory, Provincial Council and their Branches

- (1) The title to all property beneficially owned by the Priory, both real and personal, including all such property as is in the custody or under control of any Provincial Council or any of its Branches, other than endowment or building funds administered by a Provincial Council or one of its Branches and funds required for their current expenditure, shall be held and administered in the name of the Corporation.
- (2) On the direction of the Priory Chapter, the Corporation shall deliver the custody, use, occupation and enjoyment of any such property to which it holds title to any Provincial Council or to any Branch thereof as such Provincial Council may request.
- (3) Priory shall maintain a record of all property described in Rule 26 (1) of these Rules which is registered under the laws of the Province in which it is situated, and for such purpose each Provincial Council shall report to Priory upon request the basic details of each such item of property in the custody or under control of the Provincial Council or any of its Branches, including the location of any title documents relating thereto, and thereafter shall report promptly to Priory any changes which occur by reason of the acquisition or disposal of any such property.

27. Transactions Concerning Real Property

- (1) The Council may issue to Provincial Councils Instructions with respect to transactions concerning real property, including without limiting the generality of the foregoing, the purchase, sale, exchange or expropriation of real property and new construction on or major improvements to real property, and such Instructions shall be capable of addition, amendment or revocation by the Council from time to time.
- (2) Provincial Councils and their Branches shall at all times observe and be subject to the provisions of the Instructions issued under Rule 27 (1) of these Rules.

28. Insurance

- (1) All policies of insurance providing coverage for loss or damage to any property, either real or personal, beneficially owned by the Priory, the title to which is held in the name of the Corporation, shall be written with the Corporation as the name insured.
- (2) All policies of insurance providing third party liability coverage with respect to the use or occupation of any property described in Rule 28 (1) of these Rules, if not written with the Corporation as the name insured, shall be written with the Corporation as one of the names insured.
- (3) Priory shall maintain a record of all policies of insurance described in Rules 28 (1) and (2) of these Rules and for such purpose each Provincial Council shall report to Priory upon request the basic details of each such policy in force which was written at the request of the Provincial Council or any of its Branches, and thereafter shall report promptly to Priory any changes which occur with respect to the coverage provided by any such policy and all details required for notification of a claim and for the preparation of a proof of loss under any such policy.

29. Fiscal Year

The fiscal year of Priory, the Corporation, Provincial Councils and their Branches shall each end on the 31st day of December in each year unless and until the Priory Chapter shall otherwise direct.

THE PRIORY OF CANADA OF THE MOST VENERABLE ORDER  
OF THE HOSPITAL OF ST. JOHN OF JERUSALEM

RULES FOR PROVINCIAL AND TERRITORIAL COUNCILS

PART ONE -- INTRODUCTORY

1. Short Title

These Rules may be cited as "Provincial Council Rules" and in this text are referred to as "these Rules".

2. Interpretation

- (1) In these Rules, unless otherwise specifically provided or the context otherwise requires, words and phrases shall have the same meaning as in the Priory Rules and
  - (a) "Statutes means the St. John Statutes 1974 and 1978 and reference to any statute by number refers to the Statute as numbered therein;
  - (b) "Order" means the Most Venerable Order of the Hospital of St. John of Jerusalem;
  - (c) "St. John Ambulance" means the merged Foundation known as "The St. John Ambulance Association and Brigade";
  - (d) "Prior" means the Prior of the Priory of Canada of the Most Venerable Order of the Hospital of St. John of Jerusalem;
  - (e) "Priory" means the Priory of Canada of the Most Venerable Order of the Hospital of St. John of Jerusalem;
  - (f) "Priory Rules" means the Priory of Canada Rules 1975 as the same may be amended and in force from time to time;
  - (g) "Council" means a St. John Council, either provincial or territorial established or deemed to have been established under Statute 19;
  - (h) "Territory" means the territory of a Council within which it exercises its authority.

39. The President

The President shall have the general supervision of the activities and affairs of the Council. He shall be responsible to the Chancellor for the proper conduct of St. John affairs within the territory of the Council. The President, if present, shall preside at all meetings of the Council except where the Vice Prior may preside, and of the Steering Committee and, the Executive Committee. The President shall sign all documents and instruments which require his signature and shall perform duties incident to his office and shall have such other powers and duties as from time to time may be designated by the Executive Committee.

40. The 1st Vice-President

The 1st Vice-President shall, in the absence of the President, preside at meetings of the Executive Committee. On such occasions he shall possess all the powers and perform all the duties of the President. The 1st Vice-President shall have such other powers and duties as from time to time may be designated by the Executive Committee.

41. Executive Director (Vice-President)

Subject to the direction of the Executive Committee and the Steering Committee, the Executive Director (Vice-President) shall be the chief executive officer and the principal employee of the Council and, among other things, shall be responsible for the day to day operations of the Council. In addition, he shall have such other powers and duties as from time to time may be designated by the Executive Committee.

42. Other Officers

The other Officers of the Council shall have such powers and duties as from time to time may be designated by the Executive Committee.

PART EIGHT -- BRANCHES AND AREAS

43. Branches and Areas

The Vice Prior on the recommendation of the Council may form branches and areas and may reform or dissolve any branch or branches and any area or areas.

44. Rules and Regulations

The Council may pass rules and regulations governing the constitutions, the establishment and the responsibilities of branches and areas, and shall have full power to alter or repeal such rules and regulations.

RULES AND REGULATIONS FOR A BRANCH

(Effective 1 June, 1986)

SECTION 1

1.01 Authority

These "Rules and Regulations for a Branch" are passed by the Alberta Council under the authority granted to it by Rule 44 of the Provincial Council Rules.

1.02 Title

Each Branch shall be known as "The (insert name) Branch of the Order of St. John in the Province of Alberta," and is hereinafter called a "Branch".

1.03 Constitutional Position

- a) A Branch derives its authority from the St. John Council for the Province of Alberta of the Priory of Canada of the Most Venerable Order of the Hospital of St. John of Jerusalem, which is hereinafter called the "Provincial Council".
- b) A Branch is subordinate to the Provincial Council, which shall have control over it in all matters whatsoever, in accordance with these rules and regulations, hereinafter called "Branch Regulations", and with the Statutes of the Order.
- c) A Branch shall be administered by the Branch Executive Committee.

1.04 Boundary

The boundary of a Branch is as established or varied from time to time by the Provincial Council.

1.05 Objectives and Responsibilities of a Branch

Each Branch is responsible to the Provincial Council for promoting, supervising, controlling and co-ordinating the affairs and work of the Association and for promoting, supervising and co-ordinating the affairs and work of the Brigade in the Branch's geographical area.

- b) Branches may maintain a bank account locally for convenience purposes in an amount not exceeding \$500.00.

### **6.03 Control of Brigade Funds**

- a) The Branch is expected to raise sufficient revenue for all Brigade activities.
- b) The Brigade Committee shall examine each Brigade unit budget and pass it to the Finance Committee for consolidation and final examination by the Branch Executive Committee. The Brigade unit budget, once approved, becomes an integral part of the Branch budget.
- c) The Divisional Treasurer under the jurisdiction of the Superintendent shall be responsible for the proper control and accounting of all monies received for the Division in accordance with Brigade Regulations, Chapter 10.

### **6.04 Investments**

- a) When a Branch is obliged by law to retain jurisdiction over specific funds, those funds may only be invested with the approval of the Provincial Council Finance Committee, and may only be invested in the same type of securities as St. John Priory of Canada Properties may invest in under the latter's Act of Incorporation or By-laws.
- b) Securities so acquired shall be held in safe-keeping as recommended by the Branch Executive Committee and approved by the Provincial Council Finance Committee.
- c) Securities held in the name of the Branch may only be sold or transferred with the approval of the Provincial Council Finance Committee.

### **6.05 Withdrawals of Funds**

All bills of the Branch and all payments authorized on behalf of the Branch shall be paid by cheque drawn on the funds of the Branch which are administered on the Branch's behalf by Provincial Headquarters, or on the funds retained by the Branch in the account permitted under Rule 6.02 (b). Where cheques are drawn on the latter funds, they shall be signed by any two officers of the Branch Executive Committee duly appointed so to do at a regularly constituted meeting of the Branch Executive Committee.

## 6.06 Responsibility of Indebtedness

A Branch shall not be responsible for the payment of any debt incurred unless such debt has been incurred under the authority and on behalf of the Branch.

## 6.07 Accommodation and Property

A Branch shall not enter into any contract, agreement or commitment which involves or is likely to involve purchase or long lease of accommodation or property without concurrence of the Provincial Council Finance Committee, and shall be guided by its instructions as to the execution and registration of title deeds and leases.

## SECTION 7 - GENERAL METHOD OF WORKING

### 7.01 General Method of Working

The objects for which each Branch is responsible can best be attained by making the fullest use of the Association and the Brigade, and those persons qualified and interested in The Order of St. John and its established Foundations. Efforts should be made to start new Branches and new units of the Brigade where public duties and other local circumstances indicate the need.

### 7.02 Brigade Activities and its Relation to the Branch

The Branch will do all in its power to assist the Brigade in the activities but will not issue any directions with respect to the Brigade's administration or operation. Unresolved differences between the Branch and the Brigade shall be referred to the Provincial Commissioner and the Provincial President for resolution.

## SECTION 8 - AMENDMENTS

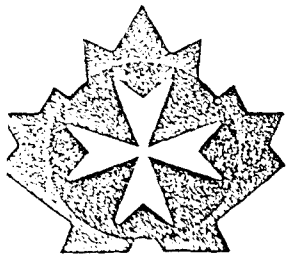
### 8.01 Method of Recommending Amendments

- a) Suggestions for amendments to these Branch Regulations may be submitted to the Branch Secretary in writing for consideration by the Branch at least thirty (30) days before the Annual Meeting.
- b) Suggestions for amendments to these Branch Regulations which have been considered and approved at the Annual Meeting of the Branch shall be forwarded to the Executive Director for consideration by the Provincial Executive Committee.

### 8.02 Approval of Amendments

The authority to enact amendments to these Branch Regulations rests solely with the Alberta Council, which may amend them either unilaterally or as a result of suggestions recommended to it through the process outlined in Rule 8.01.





# St. John's Ambulance

ATTACHMENT: 8

Red Deer Area Office  
3615 Gaetz Ave.  
Red Deer, Alberta  
T4N 3Y5  
Phone (403) 342-7744  
Fax (403) 342-0222

## MISSION STATEMENT:

TO ENABLE CANADIANS TO IMPROVE THEIR HEALTH, SAFETY AND  
QUALITY OF LIFE, BY PROVIDING TRAINING AND COMMUNITY SERVICE.

## FIRST AID:

### SERVICES PROVIDED:

Free First Aid Services are provided, on request, at public  
events and gatherings.

#### 1. #552 Brigade Division:

Trained and experienced adult volunteers provide on site care  
and treatment for people suffering from injury or a medical  
emergency. This adult division also provides supervision for  
members of our Cadet/Crusaders Division.

#### 2. #1012 Cadet/Crusader Division:

This is our youth division (age 11 to 21). Adolescents and  
young adults are introduced to community service. Initially,  
they accompany an adult to public duties, then perform First  
Aid under supervision, and eventually function as an adult  
Brigade member.

#### 3. #997 Emergency Response Division:

This group fulfills our commitment to the City of Red Deer  
Peacetime Emergency Response Plan. When called upon, in the  
event of a major emergency or disaster, volunteers would  
respond to the designated triage area to locate, treat and  
clear casualties.



"MEMBER AGENCY - THE UNITED WAY OF RED DEER AND AREA"

**THE ORDER OF ST. JOHN**  
**FOR THE PROVINCE OF ALBERTA**  
**SCHEDULE OF REVENUE, EXPENDITURES AND SURPLUS**  
**RED DEER BRANCH**  
**FOR THE YEAR ENDED DECEMBER 31, 1992**

	1992			1991
	Branch	Brigade	Total	Restated Total
<b>REVENUE</b>				
Grants and Donations				
United Way	\$ -	\$ 12,016	\$ 12,016	\$ 12,000
Donations	1,452	7,454	8,906	4,803
Civic Government	1,500	1,500	3,000	5,000
	<u>2,952</u>	<u>20,970</u>	<u>23,922</u>	<u>21,803</u>
Program				
Class Fees	113,294	-	113,294	111,494
Profit on sale of supplies	6,428	-	6,428	6,055
Rental and sundry	43,934	-	43,934	63,286
	<u>163,656</u>	<u>-</u>	<u>163,656</u>	<u>180,835</u>
<b>GROSS REVENUE</b>	<u>166,608</u>	<u>20,970</u>	<u>187,578</u>	<u>202,638</u>
<b>EXPENDITURES</b>				
Salaries	68,133	16,045	84,178	102,495
Building occupancy	14,472	5,743	20,215	18,622
Office expenditures	16,547	1,735	18,282	20,097
Recruitment and education	41,117	-	41,117	32,546
Promotion and publicity	1,829	348	2,177	2,713
Transportation	11,450	3,060	14,510	13,630
Health and allied services	-	4,519	4,519	3,479
Training and education programs	12,715	276	12,991	20,153
Provincial administration	4,701	2,351	7,052	7,052
<b>TOTAL EXPENDITURES</b>	<u>170,964</u>	<u>34,077</u>	<u>205,041</u>	<u>220,787</u>
<b>BRANCH INCOME (LOSS)</b>	<u>(4,356)</u>	<u>(13,107)</u>	<u>(17,463)</u>	<u>(18,149)</u>
Unappropriated Surplus (Deficit) Beginning of Year as originally stated	(10,239)	(9,954)	(20,193)	(2,044)
Prior period adjustment	839	-	839	839
Unappropriated Surplus (Deficit) Beginning of Year as restated	<u>(9,400)</u>	<u>(9,954)</u>	<u>(19,354)</u>	<u>(1,205)</u>
Transfer to Appropriated Surplus	-	-	-	-
<b>UNAPPROPRIATED SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ (13,756)</u>	<u>\$ (23,061)</u>	<u>\$ (36,817)</u>	<u>\$ (19,354)</u>

## Additional Programs & Services From the First Aid Leader

**Volunteer First Aid Services** — St. John Ambulance's Brigade of almost 600 volunteer first aiders provides over 80,000 hours of first aid service to Albertans every year. You'll see our volunteer first aiders almost everywhere people gather, from major international events, such as the Calgary Stampede, to smaller more intimate affairs, such as a company picnic or family reunion. The Brigade is a one-of-a-kind community service that St. John Ambulance has been providing for over 100 years! To find out how you can become a member of the Brigade, or to obtain the services of the Brigade, call your local St. John Ambulance branch office.

**First Aid Kits** — St. John Ambulance carries a complete line of first aid kits for worksite, home, vehicle and recreational use, including No. 1, 2 and 3 OH&S Kits. Our Family First Aid Kit is designed with the user in mind; a three-side zipper lets you open the kit flat, while labelled pockets direct you to the needed items — quickly and easily. The Personal and Compact First Aid Kits are small enough for carry-along, yet provide everything you'll need to care for small and medium sized injuries. All of our first aid kits offer excellent value and discounts are available for volume purchases.

**Special Presentations** — St. John Ambulance staff and volunteers would be pleased to provide introductory or specific-subject talks for inservice programs, workshops, or other group presentations on a wide variety of first aid, safety and healthcare topics. Call us to discuss your group's interests!

**Kids S.A.F.E.** — *Kids S.A.F.E.* is a safety and basic first aid program for pre-school, kindergarten and early-elementary aged children. The half-hour program uses a variety of presentation methods and interactive devices to maintain children's interest in first aid and safety topics, including drama, puppets, posters and poetry. Presentation of the *Kids S.A.F.E.* program is by appointment through your local branch office.

**We Can Help** — *We Can Help* is a first aid and safety awareness program for children between the ages of 7 and 10, that can be administered by a teacher, group leader or parent. The *We Can Help* activities book teaches children through dramatization, arts and crafts, problem solving, puzzles and many other creative activities. Your local office can supply the complete learning kit.

**Call us to discuss the first aid and safety needs of your group!**

AUXILIARY SUPPORT SERVICES

TO THE

RED DEER REGIONAL HOSPITAL EMERGENCY PLAN

The City of Red Deer will provide, as part of its Peacetime Emergency Operation Plan, a number of support services, when the Hospital deems it necessary, in whole or in part, to implement its Emergency Plan.

These support services will include but not be limited to the following:

1. Emergency Site "Triage" and "Field Management".
2. First Aid - Casualty Clearing - St. John Ambulance
3. Auxiliary Ambulances - Automotive Dealers
4. Stretchers - Blankets - Placards for Emergency Ambulances
5. Transportation - Minor injuries
6. Emergency Communications - Radio Emergency Aid Patrol
7. Traffic Control
8. Evacuation Assistance

1. Triage - Field Management (Fire Department Paramedics)

- A. The first paramedic to arrive at the Emergency Site shall take charge as the Triage Officer. He will, after assessment of the injured, contact the Alarm Operator of the Fire Department and request additional Paramedics, E.M.T.'s (emergency medical technicians) and St. John Ambulance personnel.

NOTE: Depending on the number and seriousness of the injuries the Hospital may elect to send an Emergency Doctor to the Site, who will assume the duties of "Triage Officer".

- B. Field Management - will be the responsibility of the next available Paramedic to arrive at the Emergency Site. He shall be referred to as the "Transportation Officer" and will be responsible for the sorting and transportation of the injured.
- C. Emergency Medical Technicians (E.M.T.) - will assist the Triage Officer in the treatment of the injured.
- D. St. John Ambulance - Personnel will report directly to the Triage Officer and:
- I - Assist the E.M.T.'s
  - II - Assist the Transport Officer
  - III - Accompany the injured to the Hospital

Anned "F" - City of Red Deer Peacetime Emergency Operation Plan

2. First Aid - Casualty Assistance - St. John Ambulance

- A. The Emergency Site "Triage Officer" will request the "Alarm Operator" of the Fire Department to contact St. John Ambulance and request them to activate the brigade for assistance at the emergency site.
- B. They shall report to the Emergency Site "Triage Officer" (Fire Dept. Paramedic).
- C. St. John Ambulance personnel will assist at the scene in first aid and transporting of the injured to the Hospital.

3. Volunteer Ambulances

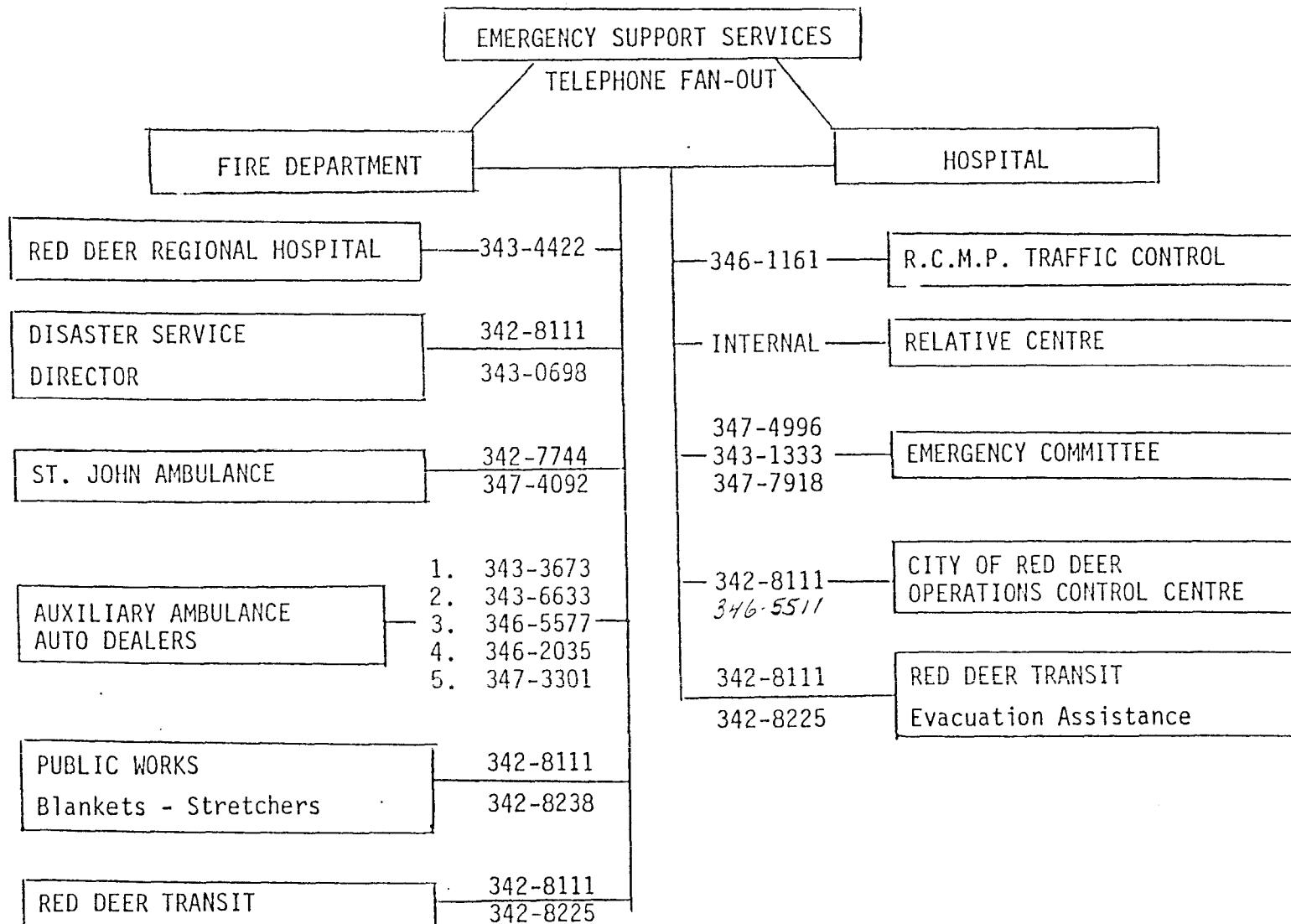
The following automotive dealers of Red Deer have agreed to provide suitable vehicles as Emergency Ambulances:

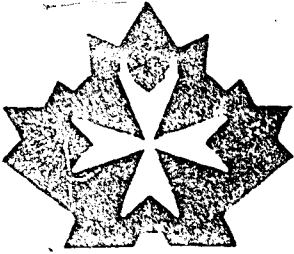
Festival Ford  
Kipp Scott  
Northwest Motors  
Southside Plymouth Chrysler Ltd.  
Red Deer Motors Ltd.

- A. Each auto dealer will be notified by the Alarm Operator, Red Deer Fire Department, and asked to activate a vehicle(s) directly to the Emergency Site.
- B. As each auxiliary ambulance arrives at the site they will:
  - I - Register with the "Transportation Officer".
  - II - Place an "Emergency Ambulance Placard" on their vehicle.
  - III - Assist field personnel in the loading of casualties.
  - IV - Proceed to the "Hospital" via the designated route.
  - V - Pick up all available stretchers and blankets at the Hospital and return to the site.

NOTE: It is important that all Emergency Ambulance Operators obey all traffic regulations, stop signs, traffic control devices and/or traffic control officer while in control of an Emergency Ambulance.

Appendix 2 to ANNEX "F"  
City of Red Deer  
Peacetime Emergency Operation Plan





# St. John Ambulance

ATTACHMENT: 12

Red Deer Area Office  
#9 - 7887 - 50 Ave.  
Red Deer, Alberta  
T4P 1M8  
Phone (403) 342-7744  
Fax (403) 342-0222

January 8, 1992

Chief R. Oscroft  
City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Dear Bob Oscroft,

Neil Garvin instructed that all correspondence dealing with the City Emergency Operation Plan should be directed to you, after his retirement.

It will interest you to know that St. John Ambulance Brigade has developed a new Emergency Response Division, to fulfil our commitment to the City.

To bring this new group on line, I submit the following amendment to Annex "F" Section 3C, of the City of Red Deer Peacetime Emergency Operation Plan.

Delete the names presently listed under St. John Ambulance, and add the following list:

Ric Cameron, E.R.D. Superintendent	340 3200	347 2539
Phil Brooks, E.R.D. AdmO	340 3200	347 0645
Sandra Dalton, RN, E.R.D. NurseO	340 3200	340 8677
Cam Pickett, Area Manager	342 7744	347 4092

This group has been recruited specifically for the Emergency Response role, and they are very keen to get active and feel useful. We have a training program planned that will include; telephone fanout practise, simulated excercises, critical incident stress management, and so on.

It would be advantageous if a training/orientation session could be arranged, to give them a clear picture of their place in the plan; when would they be called? How are they to respond?

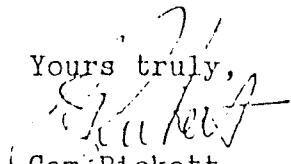


Who do they report to? What are their responsibilities? What are the limits of their involvement? Would a transition from City Emergency to Provincial Disaster effect their involvement? I'm sure the Division members will have dozens more questions.

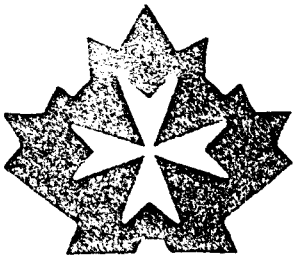
Would you, or someone from your department, be prepared to conduct such a session, and when could we arrange it?

I look forward to hearing from you, and introducing you to our new division.

Yours truly,

  
Cam Pickett  
Area Manager





# St. John Ambulance

ATTACHMENT: 13

Red Deer Area Office  
#9 - 7887 - 50 Ave.  
Red Deer, Alberta  
T4P 1M8  
Phone (403) 342-7744  
Fax (403) 342-0222

March 9, 1992

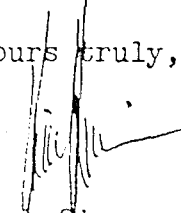
ATTN: Mr. Bob Oscroft  
Fire Chief  
City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Dear Bob:

In reference to the meeting held between yourself and three members of St. John Ambulance (Cam Pickett, Ric Cameron, and Dave Savoy) on February 12, 1992. St. John Ambulance hereby makes a written commitment to the expanded role you discussed.

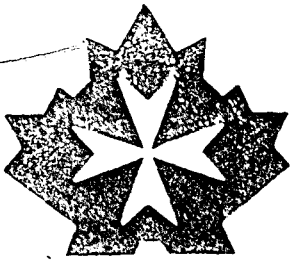
St. John Ambulance 997 Emergency Response Division is prepared to commit to a Search and Rescue role, in addition to the First Aid Treatment role which we have been assigned in the City of Red Deer Peacetime Emergency Response Plan, for several years. The two tasks logically tie together and with proper training our Brigade Members will be ready and capable of performing them both. We look forward to this increased involvement.

Yours truly,

  
Kirk Sisson  
Branch Chairman

KS/ec





# St. John Ambulance

Red Deer Area Office

#9 - 7887 - 50 Ave.

Red Deer, Alberta

T4P 1M8

Phone (403) 342-7744

Fax (403) 342-0222

ATTACHMENT: 14

FILE COPY  
404.1

City of Red Deer  
Box 5008  
Red Deer  
Alta.  
T4N 3T4

January 13, 1992

Attn: City Clerk

Dear Sir,

Please accept this letter of request, to the City of Red Deer, for a grant in support of St. John Ambulance activities in our community.

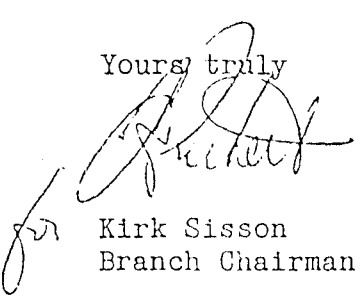
We are requesting \$3000.00 for 1992. As in the past, half that amount is to help defray the cost of our Brigade Services to the community, and the remainder in lieu of a waiver of taxes.

You will be pleased to know that we now have an Emergency Response Brigade Division in place. A core group of twelve volunteers began organizing early this year, and they are now charter members of the newly formed division. Membership now numbers over twenty and is still growing. We are planning an official formation ceremony on March 13, 1992.

Our senior Brigade Division will continue to provide critical First Aid Services at public events. Their services are more in demand than ever before since the completion of the Centrium and upgrading of other facilities has increased the capability of hosting events in Red Deer.

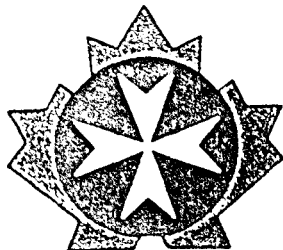
A copy of the proposed 1992 budget, and 1992 financial statements are attached. We welcome the opportunity to appear before council in support of this request.

Yours truly

  
for Kirk Sisson  
Branch Chairman



"MEMBER AGENCY - THE UNITED WAY OF RED DEER AND AREA"



# St. John Ambulance

ATTACHMENT: 15

## Central Alberta Branch

Cronquist Business Park  
E16 - 5560 - 45 Street  
Red Deer, Alberta  
T4N 1L1  
(403) 342-7744

FILE COPY  
404-1

January 10, 1991

City of Red Deer  
Box 5008  
RED DEER, AB.  
T4N 3T4

Attn: City Clerk

Dear sir:

Please accept this letter of request to the City of Red Deer for a grant to support the local operation of St. John Ambulance.

St. John Ambulance, in Central Alberta, has experienced some reorganization within the past year. The area has been divided into two administrative units: Red Deer and Area, and Rural Central. Each unit is audited separately, giving us more efficient accounting than in the past.

We have also recruited the nucleus of a new Disaster Services Division within our Brigade organization. The purpose of this new Division is to more effectively meet our commitment to:

- the City of Red Deer Emergency Response Plan, and
- major public events with high emergency potential.

For 1991 we request a grant of \$ 5,000.00. As in the past we are asking \$ 3,000.00 - with half that amount to support our existing services to the community and half in lieu of a waiver of taxes. We are asking an additional \$ 2,000.00 to assist in the initial expense of training, outfitting and supplying the new Disaster Services Division - involving approximately 25 new volunteers.

.../2



"MEMBER AGENCY - THE UNITED WAY OF RED DEER AND AREA"

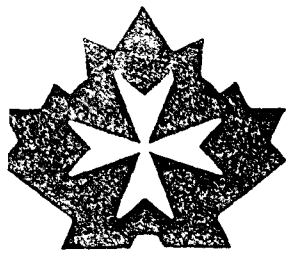
A copy of the proposed 1991 budget is attached. We will forward a copy of the 1990 financial statement as soon as it is available from our Provincial Headquarters.

We welcome the opportunity to have a representative appear before Council to support this request.

Yours truly,

A handwritten signature in dark ink, appearing to read "Kirk Sisson", is written over the typed name. To the left of the signature is a small, stylized mark that looks like "JS".

Kirk Sisson  
Branch Chairman



# St. John Ambulance

Red Deer Area Office

3615 Gaetz Ave.  
Red Deer, Alberta  
T4N 3Y5

Phone (403) 342-7744  
Fax (403) 342-0222

ATTACHMENT: 16  
**FILE COPY**

404.1

January 11, 1993

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

Attn: City Clerk

Dear Sir,

Please accept this request to the City of Red Deer, for a grant of \$4000.00 in support of St. John Ambulance operations in our community.

We are pleased to announce that St. John Ambulance has purchased property in Red Deer. 3615 Gaetz Avenue is now St. John House, Red Deer.

As a non-profit land owner, we will be applying to the Local Authorities Board for a municipal tax exemption, and we request support from the City of Red Deer when our application is reviewed.

We now have three Brigade Divisions operating in Red Deer. The Emergency Response Division has been training with the Red Deer Fire Department and are preparing to take on an expanded role in the city's Peacetime Emergency Plan.

We have formed a brand new Cadet Division, involving young adults recruited principally from Lindsay Thurber Comprehensive High School, and giving our young citizens an opportunity to participate in community service. The Cadets, together with the veterans in our Senior Division, provide First Aid Services at public events throughout the year.

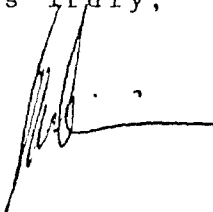


"MEMBER AGENCY - THE UNITED WAY OF RED DEER AND AREA"

A copy of our 1993 budget is attached. Our 1993 financial statement is not yet available, however a copy will be forwarded to you as soon as we receive it.

We welcome the opportunity to appear before council in support of this request, and we look forward to another active year in Red Deer.

Yours Truly,

A handwritten signature in black ink, appearing to read 'Kirk Sisson', with a horizontal line extending to the right.

Kirk Sisson  
Branch Chairman



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

February 3, 1993

St. John Ambulance  
3615 Gaetz Avenue  
Red Deer, Alberta  
T4N 3Y5

ATTENTION: MR. KIRK SISSON  
BRANCH CHAIRMAN

Dear Sir:

RE: REQUEST FOR SUPPORT - MUNICIPAL TAX EXEMPTION

Your letter dated January 11, 1993, announcing that St. John Ambulance has purchased the property at 3615 Gaetz Avenue and will be applying to the Local Authorities Board for a municipal tax exemption, received consideration at the Council Meeting of February 1, 1993.

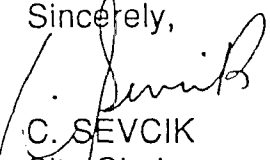
Following is the motion which was passed by Council denying your request for support:

"RESOLVED that Council of The City of Red Deer hereby agrees that the request by St. John Ambulance for tax exempt status be not supported and as recommended to Council February 1, 1993 by the Commissioners.

The decision of Council in this instance is submitted for your information and in this regard I am also enclosing herewith the Administrative comment which appeared on the Council Agenda (pages 33 - 35).

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

Sincerely,

  
C. SEVCIK  
City Clerk

CS/cd

cc: Director of Financial Services  
City Assessor



*a delight  
to discover!*

DATE: 21 January 1993  
TO: City Clerk  
FROM: City Assessor  
RE: ST. JOHN AMBULANCE

---

Further to a letter from the Red Deer area office of St. John Ambulance, civically addressed at 3615 - 50 Av., and legally described as Lot 1, Block 1, Plan 8324 ET, which indicates that an application will be forthcoming to the Local Authorities Board for property tax exemption, we have been asked to comment to City Council with a recommendation pursuant to Section 6. We outline excerpts from the *Municipal Tax Exemption Act* as follows:

The *Municipal Tax Exemption Act* reads:

**Section 3**

"A non-profit organization may apply in accordance with this act for an order declaring property to be exempt from assessment and taxation if

- a) The non-profit organization
  - i) owns the property,
  - ii) leases the property from the Crown, or
  - iii) owns the property and leases the property to another non-profit organization,
- and
- b) The property
  - i) is used chiefly for a charitable, educational, religious, benevolent, or welfare purpose that is to the general public advantage or benefit, and
  - ii) is subject to assessment and taxation under the *Municipal Taxation Act*.

**Section 6(1)**

"On receipt of a copy of an application under Section 5, the Municipality shall inform the Board whether or not it objects to the exemption applied for being granted.

**Section 6(2)**

"If the Municipality does not comply with Subsection (1) within sixty (60) days after the receipt by it of the copy of the application, it shall be deemed to have no objection to the application to an exemption being granted."



City Clerk  
 Page 2  
 21 January 1993

St. John Ambulance, shown on the title as "St. John Priory of Canada Properties" of 10975 -124 St, Edmonton, Ab, T5M OH9, are the registered owners. The property assessment as it exists is:

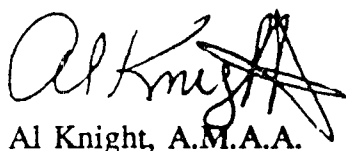
Land	-	\$48,440
Improvements	-	<u>\$ 1,000</u>
<b>TOTAL ASSESSMENT</b>	-	<b><u>\$49,440</u></b>

which generated a 1992 property tax in the amount of \$1,906.06. This assessment was made for 1992 and prior years' taxation, based on a section of the *Municipal Taxation Act* that requires that, if a residential property is located in a commercial area, the property be assessed in total at its land market value and the improvement assessed at its contribution to the total value. Therefore, this property was assessed with an improvement value of \$1,000 because, as a residence, the improvement contributed little to the property. However, now that St. John Ambulance has acquired the property, the improvement assessment will be adjusted and/or amended for assessment and taxation in 1993.

The above-noted property, and owners, do not fall to either Section 24 or Section 25 of the *Municipal Taxation Act*, the exemption sections. Therefore an application to the Local Authorities Board would be in order pursuant to the section of the act that requires the property be taxable.

### RECOMMENDATION

We respectfully recommend that Council review the application and consider the organization before the decision is made to support or not to support this application.



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

AK/ngl

c.c. Director of Finance

DATE: January 25, 1993  
TO: City Clerk  
FROM: Director of Financial Services  
RE: ST. JOHN AMBULANCE

---

As described by the City Assessor, the St. John Ambulance is asking City Council support for tax exemptions for a recently acquired property.

The St. John Ambulance has made a separate request to Council for a 1993 grant of \$4,000.

Council will recall on a number of occasions in the past, Council members have expressed concern about the growing number of non-profit organizations requesting tax exempt status. When such status is approved, the remaining taxpayers must effectively subsidize the operation of the non-profit organization.

I am sure Council will agree the St. John Ambulance does provide a worthwhile public service. In considering the request, this service must be balanced with consideration of the impact on other taxpayers of supporting exempt status.

#### Recommendation

To be consistent with Council's concern over the increasing number of tax exempt properties, it must be recommended the tax exempt status be not supported.



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

AW/jt

PATH: alan\memos\stjohn.dk

#### Commissioners' Comments

We concur with the recommendations of the Director of Financial Services that the tax exempt status be not supported. Council's support of the Agency can be more directly reflected in consideration of its grant request.

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

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

August 17, 1993

St. John Ambulance  
3615 Gaetz Avenue  
Red Deer, Alberta  
T4N 3Y5

ATT: Mr. T.C. PICKETT  
Manager

Dear Sir:

**RE: APPLICATION TO LOCAL AUTHORITIES BOARD FOR MUNICIPAL TAX EXEMPTION**

---

Your request that Council of the City of Red Deer support your application before the Local Authorities Board for Municipal Tax Exemption, appeared on the Council Agenda of August 16, 1993.

Following is the motion which was passed by Council denying your request.

"RESOLVED that Council of The City of Red Deer hereby agrees to reconfirm it's decision of February 1, 1993 to not support the request by St. John Ambulance for tax exempt status."

The decision of Council in this instance is submitted for your information. Should you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK  
City Clerk

CS/clr

cc: Director of Financial Services  
City Assessor

*a delight  
to discover!*

# The John Howard Society of Red Deer

INCORPORATED 1986

5018 - 50 Street  
Red Deer, Alberta T4N 1Y3  
(403) 343-1770



28 July 1993

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

Dear Sir/Madam;

**RE: Application for Exemption - Section 3**  
**Municipal Tax Exemption Act**

The John Howard Society of Red Deer wishes to make application for exemption from assessment and taxation of its Youth Residential Centre.

- 1
  - a) John Howard Society of Red Deer
  - b) City of Red Deer
  - c) 5513-60 Street, Red Deer, Alberta
  - d) Lots 7 & 8, Block 14, Plan 7604S
  - e) See attached appraisal
  - f) Group Home
  - g) 4-Plex
  - h) Contract with Alberta Justice to operate 10 bed Open Custody Group Home.
  - i) N/A
  - j) N/A
- 2 Attached is a copy of the audited 1992 financial statements.
- 3 Certificate of Title is enclosed.

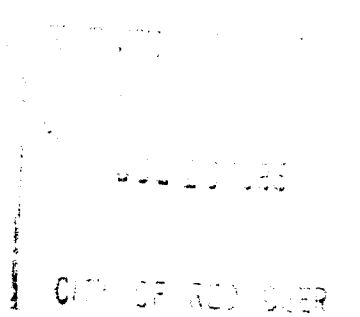
If further information is required, please do not hesitate to contact me.

Sincerely,

George Atkey  
Executive Director

ga/tgh

attachments



**DATE:** 4 August 1993

**TO:** City Clerk

**FROM:** City Assessor

**RE:** JOHN HOWARD SOCIETY - APPLICATION FOR TAX EXEMPTION

---

Further to the above-noted application to the Local Authorities Board for tax exemption, the Tax Department outlines information as follows:

1. The *Municipal Tax Exemption Act* reads:

"3 A non-profit organization may apply in accordance with this Act for an order declaring property to be exempt from assessment and taxation if

- a) the non-profit organization
  - i) owns the property.
  - ii) leases the property from the Crown, or
  - iii) owns the property and leases the property to another non-profit organization,

and

- b) the property
  - i) is used chiefly for a charitable, educational, religious, benevolent or welfare purpose that is to the general public advantage or benefit, and
  - ii) is subject to assessment and taxation under the *Municipal Taxation Act*.

6(1) On receipt of a copy of an application under Section 5, the municipality shall inform the Board whether or not it objects to the exemption applied for being granted.

(2) If the municipality does not comply with subsection (1) within 60 days after the receipt by it of the copy of the application, it shall be deemed to have no objection to an exemption being granted."

City Clerk  
Page 2  
4 August 1993

The John Howard Society is the registered owner of property legally described as Lots 7 & 8, Block 14, Plan 7604S. The property assessment, as it exists, is:

<b>Land:</b>	<b>\$ 35,230</b>
<b>Improvements:</b>	<b><u>\$ 94,380</u></b>
<b>Total:</b>	<b><u>\$129,610</u></b>

with 1993 property taxes being \$2,035.92 and paid in full for the 1993 tax year.

This property is referenced by the John Howard Society as a four-plex. Our records indicate that the building was a four-plex but has been converted into housing accommodation specializing in usage appropriate to this special need.

### **RECOMMENDATION**

**We respectfully recommend that Council review this application, consider the usage and organization, and give direction to administration so we can respond within legislative guidelines. Specific rationale for Council's position, if it is negative, is desirable to enable the City Assessor to represent the City at the hearings and outline Council's position.**



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

AK/ngl

c.c. Director of Finance



# THE CITY OF RED DEER

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

\*\*\*\*\*

AUGUST 4, 1993

PROPERTY TAX MASTER FILE INQUIRY

08:40:07

ROLL NUMBER: 2010260

THE JOHN HOWARD SOCIETY OF  
ALBERTA  
5018 50 STREET  
RED DEER ALTA

5513 60 ST  
LT 7 TO 8 BK 14 PL 7604S  
CARMEN MANOR APT

T4N 1Y3

MORTGAGE CODE: 000 NO:  
MORTGAGE COMP:

	TAXABLE	EXEMPT	TAX CAVEAT DATE	CHANGE DATES		
OWNER TYPE	1	0	00/00/00	L.T.	CITY	S.O.
SEP. SCHL.	.0	.0		85/05/29	92/03/30	85/05/01
---ASSESSMENT INFORMATION---			-----TAX LEVIED-----			
	TAXABLE	EXEMPT	-----BALANCE OWING-----			
LAND TYPE	1101		MUNICIPAL	926.84	CURRENT	.00
OWNER TYP	1	0	ED.FOUND	423.18*	ARREARS	0.00
SEP.SCHL.	.0	.0	PUB.SCHL	802.25	TOTAL	0.00
LAND	35230	0	SEP.SCHL.	206.14		
IMP.	94380	0	LIBRARY	48.99		
EQ.	0	0	PLAN FUND	16.59		
			PIPER CREEK	23.33		
			HOSPITAL	5.18		
			FRONTAGES	6.60		
TOT	129610	0	TOTAL TAX	2035.92		

\*\*\*\*\*

**DATE:** August 9, 1993  
**TO:** City Clerk  
**FROM:** Director of Financial Services  
**RE:** John Howard Society - Applications for Tax Exemption

---

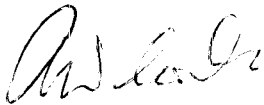
The John Howard Society is asking Council's support for an application to the Provincial Government to have a group home declared exempt from assessment and taxation.

As explained by the City Assessor, the 1993 assessment and taxation for the property was:

- assessment                      \$ 129,610
- property taxation              2,036

Council has expressed concern in the past about the erosion of the City's tax base by the number of properties being declared exempt from taxation by the Provincial Government. It is recognized the John Howard Society performs a useful service the community.

If Council is still concerned about the erosion of the tax base and the increased burden put on the remaining taxpayers, then Council should oppose the application.



Alan Wilcock  
Director of Financial Services

AL/cjd  
cc: City Assessor



Commissioners' Comments

Our comments with regard to the application by St. John Ambulance would apply in this instance also. We would recommend that Council not support the application for tax exemption.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

file  
Council Aug. 16 '93

19 August 1993

Local Authorities Board  
18th Floor, CityCentre  
10155 - 102 St  
EDMONTON, AB  
T5J 4L4

COPY

Dear Sirs:

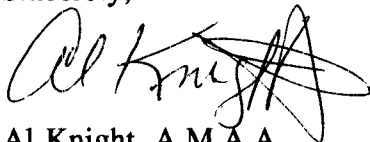
RE: JOHN HOWARD SOCIETY  
TAX EXEMPTION APPLICATION

Pursuant to Section 6 of the *Municipal Tax Exemption Act*, Council of The City of Red Deer passed the following motion to not support this application:

"RESOLVED that Council of The City of Red Deer hereby agrees that the request by the John Howard Society of Red Deer for tax exempt status be not supported and as recommended to Council, August 16, 1993."

The writer will represent the City at the hearing in the City of Red Deer.

Sincerely,



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

AK/ngl

c.c. Director of Finance  
City Clerk

file  
Council Aug. 16 '93

19 August 1993

Local Authorities Board  
18th Floor, CityCentre  
10155 - 102 St  
EDMONTON, AB  
T5J 4L4

COPY

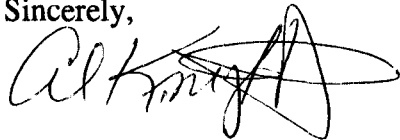
Dear Sirs:

RE: ST. JOHN AMBULANCE  
TAX EXEMPTION APPLICATION

Pursuant to Section 6 of the *Municipal Tax Exemption Act*, Council of The City of Red Deer do not support this application for tax exemption.

The writer will represent the City at the hearing in the City of Red Deer.

Sincerely,



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

AK/ngl

c.c. Director of Finance  
City Clerk

**DATE:** August 17, 1993  
**TO:** CITY ASSESSOR  
**FROM:** CITY CLERK  
**RE:** APPLICATION FOR MUNICIPAL TAX EXEMPTION:  
1. ST. JOHN AMBULANCE  
2. THE JOHN HOWARD SOCIETY OF RED DEER

---

I would advise that applications from the above noted organizations were presented to Council August 16, 1993 requesting the City's support for their applications before the Local Authorities Board for Municipal Tax Exemption.

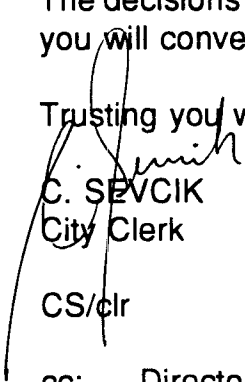
Following are the resolutions which were passed by Council denying the request.

"RESOLVED that Council of The City of Red Deer hereby agrees that the request by the John Howard Society of Red Deer for tax exempt status be not supported and as recommended to Council, August 16, 1993."

"RESOLVED that Council of The City of Red Deer hereby agrees to reconfirm it's decision of February 1, 1993 to not support the request by St. John Ambulance for tax exempt status."

The decisions of Council in this instance are submitted for your information and I trust that you will convey same to the Local Authorities Board within the deadline.

Trusting you will take appropriate action.

  
C. SEVCIK  
City Clerk

CS/clr

cc: Director of Financial Services

**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

August 17, 1993

The John Howard Society of Red Deer  
5018 - 50th Street  
Red Deer, Alberta  
T4N 1Y3

Att: Mr. George Atkey  
Executive Director

Dear Sir:

**RE: APPLICATION TO LOCAL AUTHORITIES BOARD FOR MUNICIPAL TAX EXEMPTION**

---

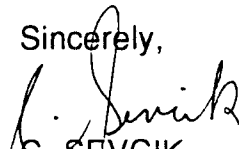
Your request that Council of the City of Red Deer support your application before the Local Authorities Board for Municipal Tax Exemption, appeared on the Council Agenda of August 16, 1993.

Following is the motion which was passed by Council denying your request.

"RESOLVED that Council of The City of Red Deer hereby agrees that the request by the John Howard Society of Red Deer for tax exempt status be not supported and as recommended to Council, August 16, 1993."

The decision of Council in this instance is submitted for your information. If you have any questions, please do not hesitate to contact the undersigned.

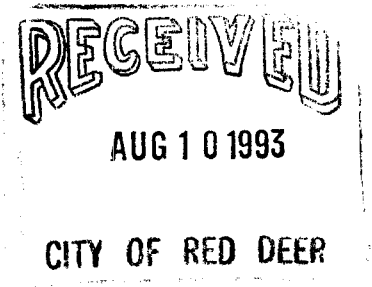
Sincerely,

  
G. SEVCIK  
City Clerk

CS/clr

cc: Director of Financial Services  
City Assessor

*a delight  
to discover!*



HOMES (RED DEER) INC.

August 9, 1993

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

ATTENTION: CITY CLERK

Dear Sir:

**RE: OUTLINE PLAN OF KUHNEN LANDS**

We submit for council's approval an outline plan of approximate 20 acres north of Kentwood's existing subdivision being Part of lot 31, block 4, plan 932-0345.

Our development of this outline has been with the input from the Kentwood citizen groups, involving two public meetings and consultation with a committee of concerned residents.

The development includes the following.


- 74 single family lots
- 22 semi-detached adult homes
- 32 semi-detached starter homes
- 42 townhouses homes (north of Motor Vehicles)
- A proposed social housing site
- A proposed day care site

We plan to proceed this Fall with the subdivision and constructing of 12 adult semi-detached homes at the west end adjoining the Laebon Developments, Kemp Avenue site.

Spring development would be in the east extending 53 Street, completing the entrance to the existing Kentwood.

If additional information is required please contact me at 347-3349.

Yours truly,  
AVALON HOMES (RED DEER) INC.



C. Arnold Ritchie  
President

CAR/jpl



**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

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

**DATE:** August 10, 1993

**TO:** City Clerk

**FROM:** Paul Meyette, Principal Planner

**SUBJECT:** KENTWOOD EAST OUTLINE PLAN

Avalon Industries is proposing to have Council adopt the Kentwood East Outline Plan to guide the development of the 12.33 hectare site located north and west of the Alberta Motor Vehicle office.

### HISTORY

The property is owned by F. and R. Kuhnen. Avalon Industries Ltd. propose to purchase the majority of the property. Several proposed outline plans have been submitted to our office. The first proposed outline plan was submitted in May 1992. On June 18, 1992 Avalon Industries held a public meeting for Kentwood residents to discuss this original plan. There was very strong concern regarding the plan from the residents in the area. In view of the opposition to the plan, Avalon Industries declined to proceed to City Council at that time.

In November, 1992, a revised outline plan was submitted by the developer. Following a review by City departments, a public meeting was held on January 27, 1993. There was strong public concern evidenced at this meeting regarding the Avalon plan. The developer offered to redesign the project and a small committee of residents were selected from those in attendance to provide advice on the redesign. The School and Parks Plan for East Kentwood was also presented at the January 27, 1993 meeting. There was strong support for the School and Parks Plan.

On March 3, 1993, the developer met with the nine member Kentwood residents committee to discuss concerns related to the plan. In June, 1993, Avalon Industries submitted a revised outline plan to the Red Deer Regional Planning Commission. This plan was circulated by hand to Kentwood residents and to City departments.

Several technical concerns were identified by City departments; there were also a significant number of concerns identified by Kentwood residents (see attached). The density of development in this plan exceeded City guidelines.

.../2

MUNICIPALITIES WITHIN COMMISSION AREA

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

## **PRESENT PROPOSALS**

### **Outline Plan**

The present outline plan proposal (August 1993) addresses most of the concerns identified by City departments and neighbourhood residents. The developer has proposed to acquire additional land to the north (not shown on the plan) to offset the total density of the proposal as well as to provide parkland for this new neighbourhood. The land use designations have been changed to reflect neighbourhood concerns. Some further changes are required to bring the plan up to City Outline Plan standards; these changes could be addressed as conditions of approval.

### **School and Park Plan**

The Kentwood East School and Park Design Plan received the support of Kentwood residents on January 27, 1993 and was endorsed by the Recreation Parks and Culture Board on February 9, 1993.

### **Recommendation**

Planning Staff are prepared to recommend Council approval of the Kentwood East Outline Plan subject to the following conditions:

1. The public housing site shown on the plan should be changed to "Social Care Housing" in accordance with City Council Policy 823.
2. The phasing of development should be indicated in accordance with City Council Policy 823.
3. Approximately 1.3 hectares of land should be purchased from the landowner to the north, consolidated with this site, and dedicated as the Municipal Reserve (Park) for this subdivision, in accordance with the proposed Kentwood East School and Park Design Plan.

Planning Staff are also prepared to recommend Council approval of the Kentwood East School and Park Design Plan.

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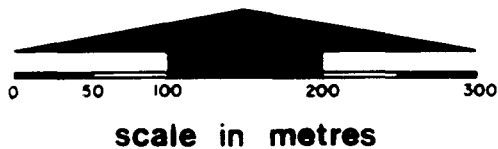
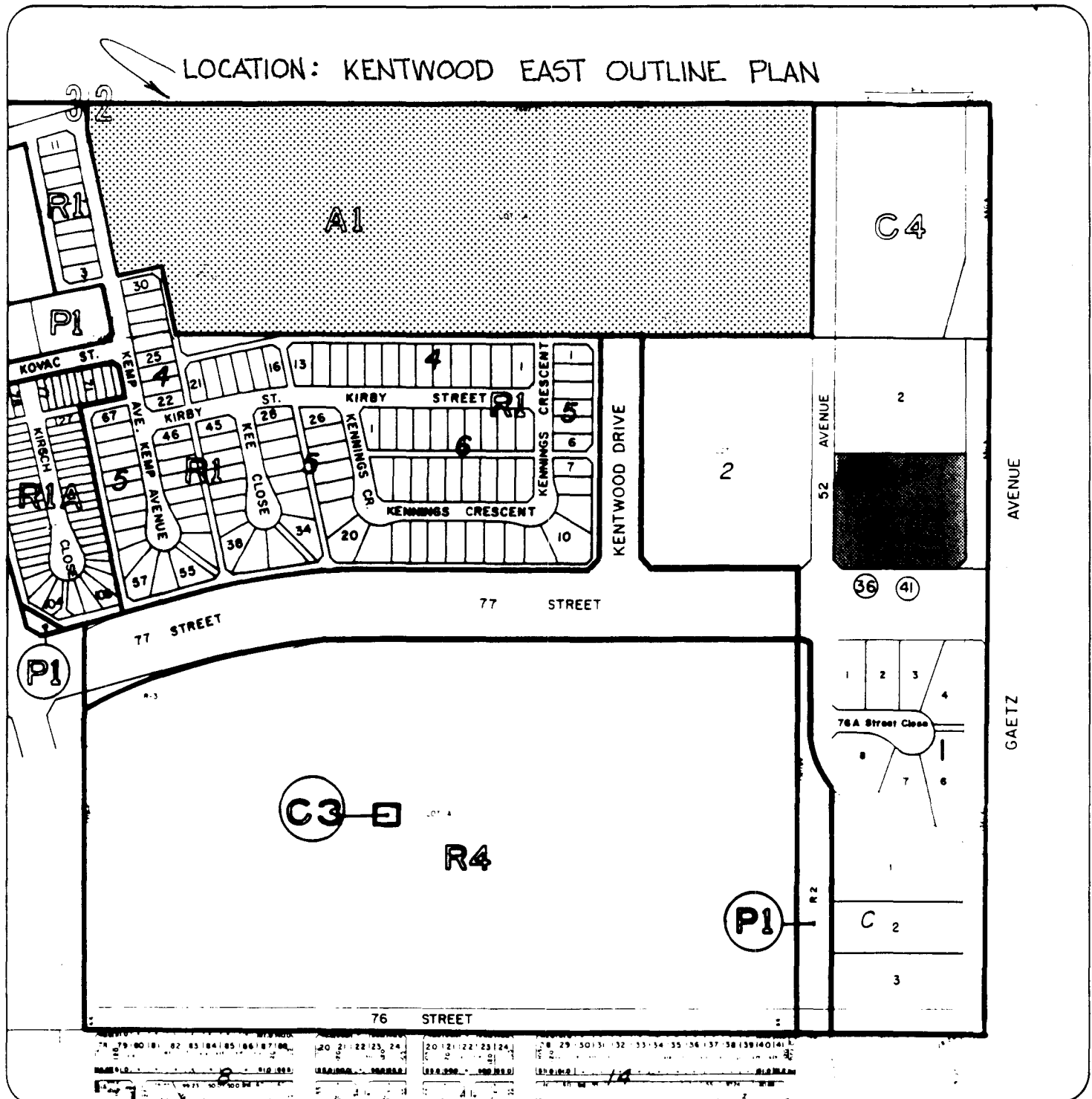
PAUL MEYETTE, PRINCIPAL PLANNER



# City of Red Deer --- Land Use Bylaw

## Land Use Districts

**F14**



### Revisions :

- 2672/DD-81 (21/12/81)
- 2672/A-82 (15/3/82)
- 2672/J-86 (28/4/86)
- 2672/G-90 (02/04/90)
- 2672/K-92 (22/06/92)
- 2672/Y-92 (14/09/92)

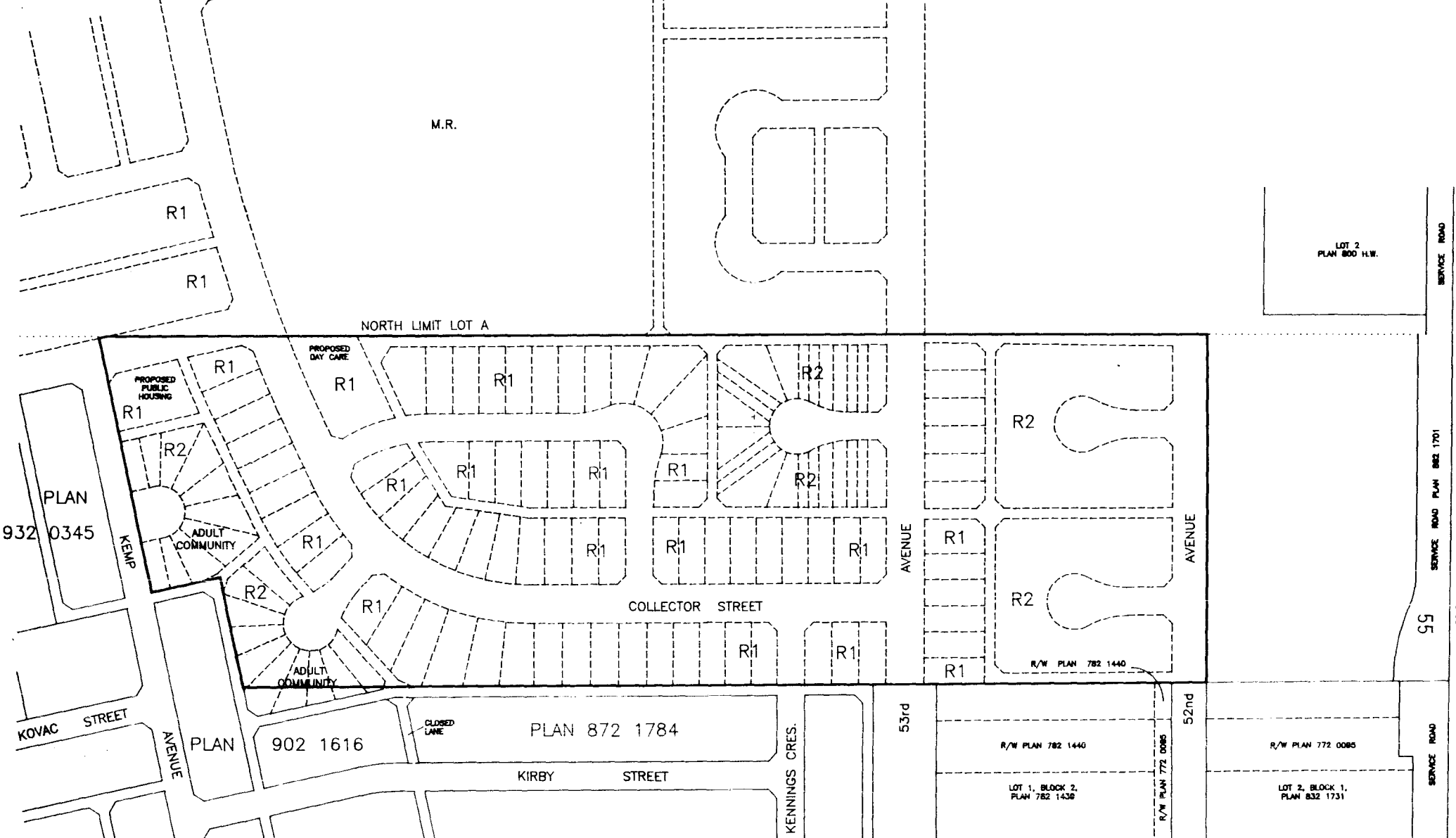
**PROPOSED KENTWOOD EAST OUTLINE PLAN**

**June, 1993**

**CITY DEPARTMENT**

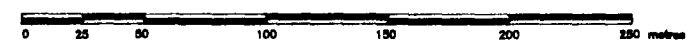
**AND**

**PUBLIC COMMENTS**



OUTLINE PLAN AFFECTING  
 LOT A, PLAN 6158 M.C.  
 BEING IN THE S.E. SEC. 32 &  
 PORTION OF THE N.E. SEC. 32,  
 TWP. 38, RGE. 27, W. 4th M.

SCALE : 1 : 2000



**RECEIVED**  
 JUN - 9 1993  
 RED DEER REGIONAL  
 PLANNING COMMISSION

ADM	EX	REG
MUN	CITY	TECH

BETA SURVEYS LIMITED  
 5205 B - 54th AVENUE, RED DEER, ALBERTA  
 PHONE : 342 6203 (83/08/08) FILE:

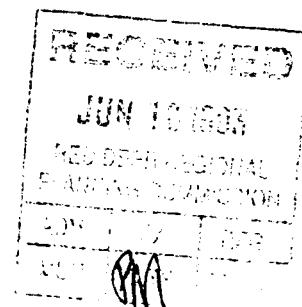
CS-4.053

**DATE:** June 14, 1993

**TO:** FRANK WONG  
Planning Assistant

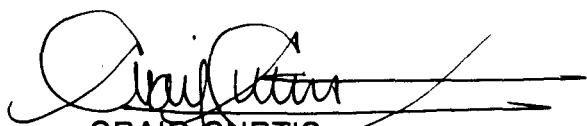
**FROM:** CRAIG CURTIS  
Director of Community Services

**RE:** OUTLINE PLAN: KENTWOOD AVALON HOMES  
N.E. SECTION 32-38-27-4  
Your memo dated June 10, 1993 and  
my memo dated November 13, 1992 refer.



I have reviewed the revised Outline Plan for Kentwood with the Parks and Recreation & Culture Managers. The plan is generally acceptable subject to the following comments:

- The site designated for "proposed public housing" should be shown as "social care residence" in accordance with City Council Policy #823.
- A Neighbourhood Park Plan has been prepared for the area immediately to the north of this Outline Plan. This plan has been endorsed by the Joint Use Planning Committee and the Recreation, Parks & Culture Board and should proceed to City Council at the same time as the Outline Plan now under consideration.
- No Municipal Reserve is proposed within this site. Consequently, money in lieu of reserve should be collected and paid into the Public Reserve Trust Fund (Northwest Sector account). These funds are proposed to be utilized to acquire the portion of the adjacent neighbourhood park site which exceeds the normal Municipal Reserve dedication. This form of transaction is required because the neighbourhood park site is under separate ownership from the Outline Plan area.

  
CRAIG CURTIS

:ad

- c. Lowell Hodgson, Recreation & Culture Manager  
Don Batchelor, Parks Manager  
Paul Meyette, Principal Planner, R.D.R.P.C.



# THE CITY OF RED DEER

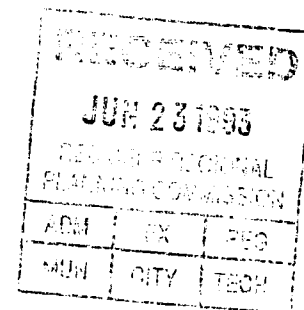
P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

Land and Economic Development Department  
(403) 342-8106

June 22, 1993

Mr. Frank Wong  
Red Deer Regional Planning Commission  
2830 Bremner Avenue  
Red Deer, Alberta  
T4R 1M9



Dear Mr. Wong:

**RE: PROPOSED OUTLINE PLAN - EAST KENTWOOD SUBDIVISION  
PT. NE 1/4 SEC 32-38-27-4 KUHNEN - AVALON HOMES  
PT. LOT 31, BLOCK 4, PLAN 932-0345**

Our comments are as follows:

1. The boundaries of this proposed outline plan are now established by registered plan 932-0345.
2. The flow of zoning to R-1 north of Kirby Street and Kennings Crescent is reasonable and should satisfy present property owners situated on Kirby Street and Kennings Crescent, as the higher density R-2 is located a couple of blocks to the north with R-1 as a buffer.
3. We agree with the R-2 sites accessing onto 52 Avenue, but do not agree with proposed single family lots along 53 Avenue being situated between the R-2 sites.
4. It is our recommendation that the two closes zoned R-2, adult community, should only be developed with single storey housing.
5. Developer to provide City with an independent appraisal to determine land value to establish money to be paid by developer in lieu of land dedication for reserve.

Sincerely,

W. F. Lees  
Land Supervisor

WFL/mm  
c: Engineering Manager



*a delight  
to discover!*



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

135-055

City Clerk

Engineering Department

(403) 342-8158 FAX (403) 347-1138

June 17, 1993

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

Attention: Mr. D. Rouhi, ACP, MCIP

Dear Sir:

**RE: PROPOSED OUTLINE PLAN -- EAST KENTWOOD SUBDIVISION  
NE 32-37-27-4 -- KUHNEN -- AVALON HOMES**

<b>RECEIVED</b>	
JUN 21 1993	
RED DEER REGIONAL PLANNING COMMISSION	
ADM	EX
MUN	CITY

We have the following comments in reply to your letter of June 10, 1993.

1. Outline plan to be revised to correspond to proposed subdivision plan submitted by Laebon (see Drawing No. 1).
2. Developer to be responsible for lane closure (see Drawing No. 1).
3. As shown in the approved Northwest Area Structure Plan, a collector roadway is required from the Gaetz Avenue Service Road to 53 Avenue (see Drawing No. 2).
4. This block (see Drawing No. 2) should be redesigned to accommodate the collector roadway. Consideration should also be given to providing a buffer to the proposed commercial lot east of 52 Avenue.
5. The lane intersection with 53 Avenue should be relocated to eliminate a four-legged intersection.
6. Additional service road widening is required so that the west property line is an extension of Road Widening Plan 922-1844.

...2




*a delight  
to discover!*

Red Deer Regional Planning Commission  
Attention: Mr. D. Rouhi, ACP, MCIP  
Page 2  
June 17, 1993

---

7. We suggest that the City's Planning Section coordinate a cooperative outline plan for the area outlined on Drawing No. 3 by the affected property owners.

Yours truly,



Tom C. Warder, P. Eng.  
Streets and Utilities Engineer

SS/sab

Att.

June 30/93

To: Paul Mevette

Re: Avalon Proposal of Kentwood

Dear Sir:

RECEIVED		
JUN 28 1993		
REG. & PLAN. DIV.		
PLANNING OF AMBITION		
ADM	EX	REG
MUN	CITY	TECH

I received the newest version of Avalon's proposal on June 20 and although I am mainly pleased with the proposal I do want to confirm a few items.

The R2 - adult community is actually an R1A (bungalow condominium).

The "closed lane" proposal will still leave the lane open to pedestrian & bicycle traffic.

The unlabelled lots facing the R2 cul-de-sac on 53rd Ave are R1 lots.

In addition there should be some provision for a green area south of the collector street. Even with the community playground we have now there is no area for the children to run. The



timing for the larger parks  
is not adequate for the  
children in Kentwood today.

Please inform me of the  
status of these items before  
I would be willing to  
give final approval to this  
plan.

Cathy Davis

9 Kee Close  
343-9408

Red Deer Regional  
Planning Commission  
2830 Bremner Ave.  
Red Deer, Alta.

Scott Miller  
20 Kirby St.  
Red Deer, Alta.  
T4P 3M9  
Ph. 342-7029

June 24, 1993

Attn.: Paul Meyette

Dear Mr. Meyette;

I am writing in reference to the proposed outline plan for the north section of Kentwood. In looking the plan over I can see that some of the changes we had asked for on the revised plan have been taken into account. I am particularly pleased with the enlarged lot sizes along the collector street and the R1 zoning to the north of that street. I am also pleased to see the size of the lots on the east side of 53rd Ave. and that the proposed development to the east of that exits onto 52nd Ave.

I have a few questions that perhaps you could answer for me:

1. Is the R2 zone to the west of 53rd Ave. for duplexes or for townhouses?
2. Can the R2 zone for the "Adult Community" be changed to R1A to insure that it is the bungalow type?
3. Can there be some kind of assurance that the "Adult Community" will stay designated for that purpose and not changed later to duplexes or townhouses?
4. Since Avalon plans to do this project in stages, is it possible to do the demolition of the trees behind us in stages as they are ready to build? I guess what I am trying to ask is that if this proposal passes can we "save the trees to the north of us for as long as possible?" It would be a shame to rip them out only to look at the levelled dirt for a couple of years until it fills up.
5. I guess my last comment is not really a question but an observation. I am disappointed that we don't have a green area near here so that our kids can play ball etc. The playground near the church is not large enough nor suitable for these kinds of activities. I know that there is an area set aside for it to the north of us but I don't think it will be ready in time to be useful to our kids.

Yours truly,



J. Scott Miller

P.S. Thankyou for your help on this project.

June 24th, 1993

Mr. Paul Meyette  
Red Deer Regional Planning Commission  
2830 Bremner Avenue  
Red Deer, Alberta  
T4R 1M9

RECEIVED		
JUN 24 1993		
REGIONAL PLANNING COMMISSION		
AREA	FILE	REG
NUM	TECH	

Dear Mr. Meyette:

RE: Proposed Development in Kentwood  
By Avalon Industries, Ltd.

I am writing to advise you of our opposition to the proposed development plans that Avalon Industries, Ltd. have for Kentwood subdivision.

The residents of Kentwood have on three previous occasions advised Avalon that we do not want their proposed plan put into place as it is currently outlined. This opposition has been stated by a majority of Kentwood residents at these public meetings, where the Kentwood residents suggested to Avalon that we should instead have a development of single family residences only, with a minimum square footage requirement to coincide with the current housing located in the original Kentwood subdivision on Kirby and Kennings Streets. We know that Avalon is presently building these types of homes in other areas of Red Deer, therefore suggest that they develop the same type of area here.

In 1992 we had an entire block of duplex units built in western Kentwood and suggest that until more single family housing is put into place, there should be a restriction on duplexes or townhouse units in this area. The units that were built here a year ago already have serious parking problems, as the residents park on both sides of the street and occasionally on the streets where no parking is allowed and maneuvering through this area is difficult. There are also many instances where the children are playing on the streets, which is very dangerous. Also, quite a number of these duplex units have already been sold, and on more than one occasion for some. It appears these units are bought for a quick investment of some type, otherwise, why have so many changed hands so often? We do not want to see this same congestion on the other side of Kentwood.

It seems that single family housing brings more stability to a neighbourhood and this is what Kentwood needs right now. We are one of the smallest areas of Red Deer and would like to grow, and that will not happen with duplexes or townhouses being built and people coming and going at such a high rate.

I ask that the Red Deer Regional Planning Commission deny Avalon Industries, Ltd. their approval until such time as they submit a development plan outlining an architecturally controlled single family proposal.

Continued ..... Page 2

June 24th, 1993

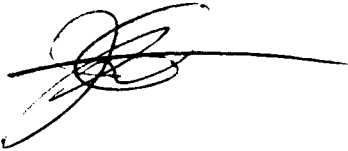
Page Two

Our neighborhood does not oppose growth, however we should have a meaningful say in what goes into our development. We should be able to protect the investment we have in our homes against devaluation by putting in lower cost housing. For some of us, our homes are the only investment we have and we ask that that be respected.

Thank you for taking the time to hear our concerns.

Sincerely,

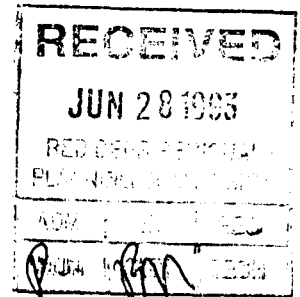
RANDY & JEANETTE DIEMERT



Mr. & Mrs. R. Diemert  
117 Kennings Crescent  
Red Deer, Alberta  
T4P 3M9

15 Kirby Street.  
Red Deer, Alberta.  
June 22, 1993

Red Deer Regional Planning Commission.  
1830 Bremner Avenue.  
Red Deer, Alberta.



Dear Mr. Mevette.

RE: Revised Outline Plan  
Kentwood East Subdivision  
KUHNEN - AVALON HOMES

After reviewing the most recently revised plan we have noted many changes from Steve Scott's original plans for this subdivision. We are pleased with the following changes:

1. the increased lot sizes along the collector street.
2. the change from R1A (duplexes) to R1 on the crescent that begins and ends on the collector street.
3. the addition of R1 lots on the east side of 53rd Avenue.

At this time, we would also like to point out some of the concerns we have about this proposal. They are:

1. there are no green areas in the proposed subdivision.
2. we were led to believe at the last meeting, that the Adult Community would be R1A (bungalow-duplexes) not R2. This has not been so marked on this proposal.
3. we would like to see the "closed lane", shown on this proposal, become a "public" walkway.

We hope you will again listen to our concerns. We are striving to make North Red Deer a good place to raise our families.

Sincerely yours.

*R.A. Bollinger*  
*Linda S. Bollinger*

Robert and Linda Bollinger

June 27, 1993

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

<b>RECEIVED</b>		
<b>JUN 30 1993</b>		
RED DEER REGIONAL PLANNING COMMISSION		
ADM	EX	REG
MUN	<i>[Signature]</i>	TECH

Dear Sir,

This letter is to inform you that my wife and I do not approve of the recent proposal for development in Kentwood Estates by Avalon Homes.

There are already an over abundance of multi-family dwellings in Kentwood.

We take pride in our community of Kentwood and this proposed development is not in our best interest.

Sincerely,

*[Signature: Kim Andras]* *[Signature: Wanda Andras]*

Kim and Wanda Andras  
39 Kemp Ave.  
Red Deer, Ab.  
T4P-3M3

OUT LINE PLAN AFFECTING  
LOT A, PLAN 6158 M.C.  
KENTWOOD

TO RED DEER REGIONAL PLANNING COMMISSION  
2838 BREMNER AVENUE  
RED DEER ALBERTA T4R 1M9

ATTENTION, PAUL MEYETTE

FROM LINDA LINKLATER

SUBJECT DEVELOPEMENT CONCERNS

RECEIVED		
JUN 19 1995		
RED DEER REGIONAL PLANNING COMMISSION		
REG	DA	REG
REG	CITY	TECH

THE KENTWOOD AREA IN THE CITY OF RED DEER HAS THE FURTHER POTENTIAL TO ENHANCE THE CITY'S NORTH SIDE RESIDENTIAL APPEAL. WITH THE FURTHER EFFORT OF THE PLANNING COMMISSION AND ADVISORS WE WILL ACCOMPLISH THIS GOAL.

I AM HAPPY ABOUT THE COLLECTOR STREET BEING CHANGED TO R1 DEVELOPEMENT. THE ADULT R2 AREAS SHOULD BE REZONED AS R1A TO MAINTAIN A SINGLE STORY STRUCTURE TO AVOID MANY STAIRS TO ENTICE ADULT LIVING STYLES. THE LANE ADJOINING PLAN 902 1616 AND PLAN 872 1784 SHOULD NOT BE CLOSED. I AM CONCERNED ABOUT PARKING AND TRAFFIC SAFETY IN THE R2 CLOSE WITH MULTI-FAMILY DEVELOPEMENT WHICH TENDS TO DRAW MANY YOUNG FAMILIES. KEEP IN MIND THAT A GREEN AREA SHOULD BE PLANNED INTO A NEARBY ADJOINING AREA AS KENT WOOD DOES NOT HAVE ONE YET.

SOME IMMEDIATE ATTENTION SHOULD BE GIVEN TO THE KENTWOOD PLAYGROUND AREA.

REGARDS  
LINDA LINKLATER.



**REVISED KENTWOOD EAST OUTLINE PLAN**  
**(revised to reflect comments received re: the June 1993 plan)**  
**August 1993**



**Public Input Leading to the August, 1993 Plan:**

**June 18, 1992: Public Meeting**  
**January 27, 1993: Public Meeting**  
**March 3, 1993: Neighbourhood Committee Meeting**

**Hand delivery of the June, 1993 Outline Plan**

**Extensive correspondence**

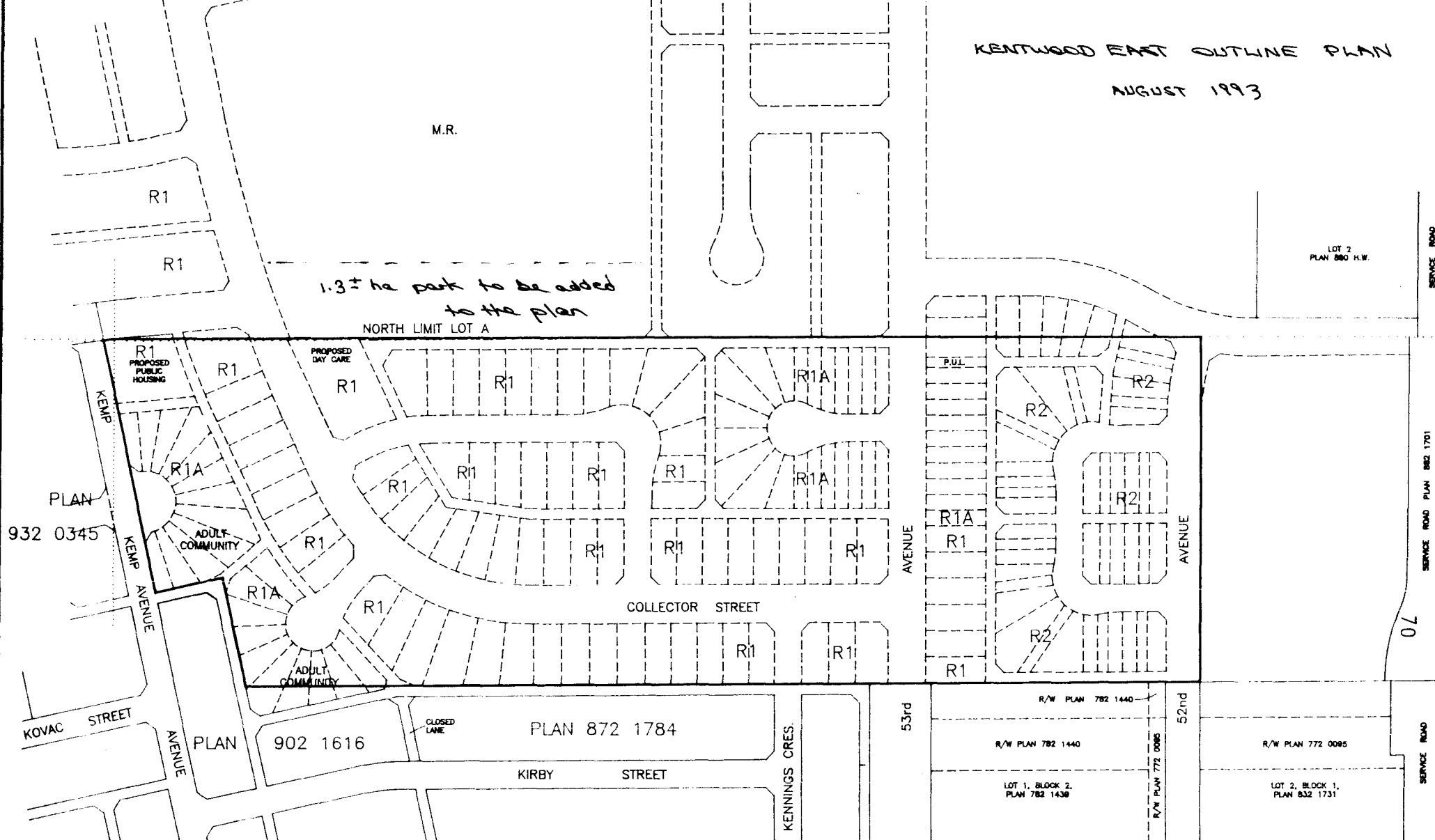
**PLANNING STAFF RECOMMENDATION:**

**Planning staff recommend approval of the Kentwood East Outline Plan subject to the following conditions:**

- 1. The public housing site shown on the plan should be changed to "Social Care Housing" in accordance with City Council Policy 823.**
- 2. The phasing of development should be indicated in accordance with City Council Policy 823.**
- 3. Approximately 1.3 hectares of land should be purchased from the landowner to the north, consolidated with this site, and dedicated as the Municipal Reserve (park) for this subdivision, in accordance with the proposed Kentwood East School and Park Design Plan.**

# KENTWOOD EAST OUTLINE PLAN

AUGUST 1993



OUTLINE PLAN AFFECTING  
LOT 31, BLOCK 4, PLAN 932 0345  
BEING IN THE S.E. SEC. 32 &  
PORTION OF THE N. 1/2 SEC. 32,  
TWP. 38, RGE. 27, W. 4th M.

SCALE : 1 : 2000



**RECEIVED**

**AUG - 91993**

RED DEER REGIONAL  
PLANNING COMMISSION

ADM	EX	REG
MUN	CITY	TECH

BETA SURVEYS LIMITED  
5205 B - 54th AVENUE, RED DEER, ALBERTA  
PHONE : 342 6203 (93/07/16) FILE

## **KENTWOOD EAST SCHOOL AND PARK DESIGN PLAN**

### **Public Input Leading to the School and Park Design Plan:**

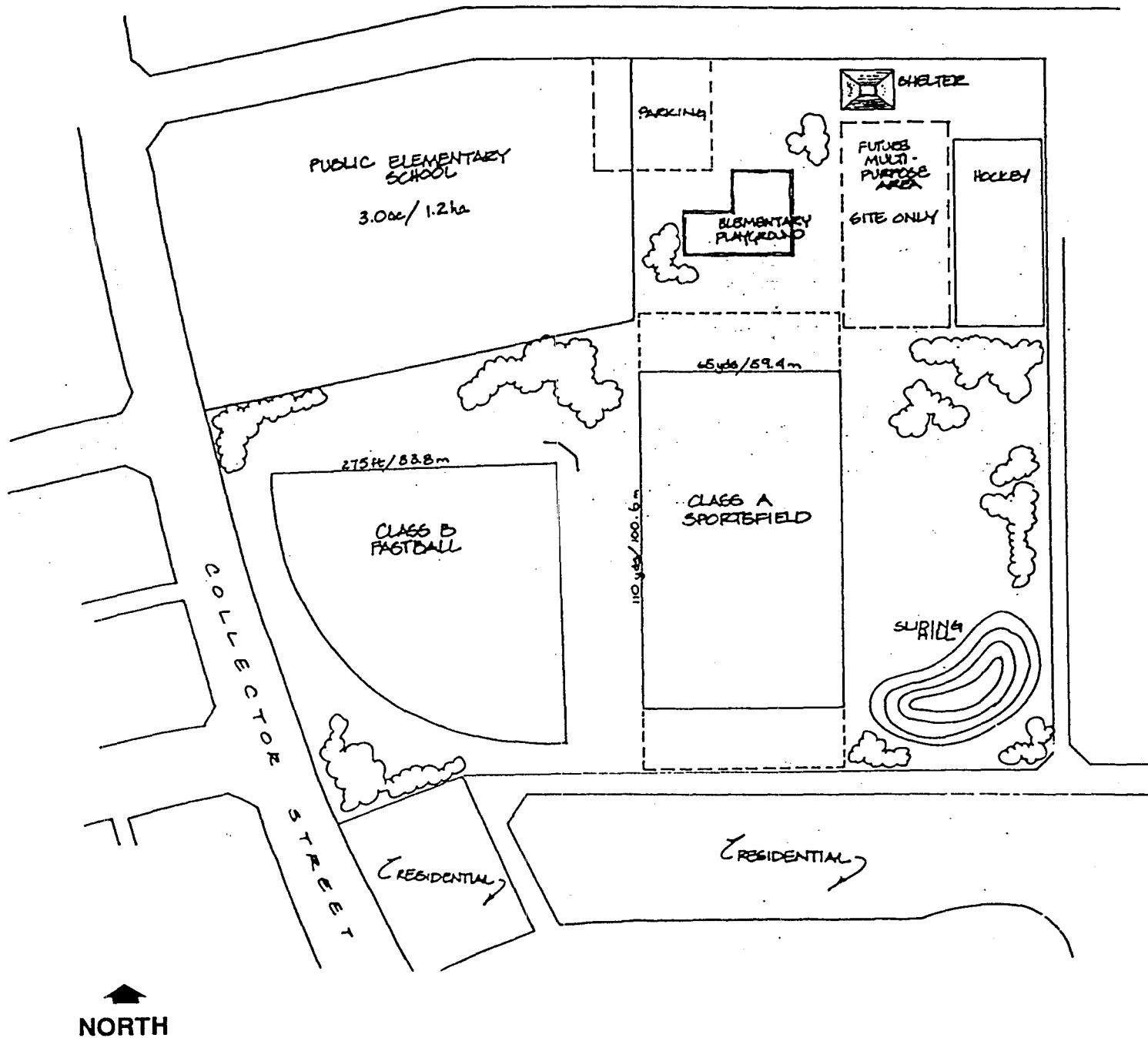
**January 27, 1993: Public Meeting**

**February 3, 1993: Joint Use City School Planning Comm.**

**February 9, 1993: Recreation, Parks and Culture Board**

### **PLANNING STAFF RECOMMENDATION:**

**Planning staff recommend approval of the Kentwood East School and Park Design Plan.**



**KENTWOOD EAST**  
Neighbourhood School  
& Park

Not To Scale

Commissioners' Comments

After concerns were expressed by the adjacent property owners to this proposed development, an extensive public participation process was undertaken. It would now appear that the major concerns of the neighborhood and the Administration have been resolved as reflected in the attached material.

We would, therefore, concur with the recommendations of the Planning Commission. Council should note that members of the neighborhood committee have received a copy and have been advised that they can appear before Council should they have any ongoing concerns or comments.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Commissioner

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

August 17, 1993

Avalon Homes (Red Deer) Inc.  
4920 - 54th Street  
Red Deer, Alberta  
T4N 2G8

ATT: MR. C. ARNOLD RITCHIE  
President

Dear Sir:

**RE: 1. KENTWOOD EAST OUTLINE PLAN  
2. KENTWOOD EAST SCHOOL & PARK DESIGN PLAN**

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I would advise that the above noted plans were presented to Council August 16, 1993 for Council's approval.

At the above noted meeting, the following resolutions were passed by Council in this regard.

"RESOLVED that Council of The City of Red Deer hereby approves the Kentwood East Outline Plan as presented to Council August 16, 1993, subject to the following conditions:

1. The Public Housing site, shown on the plan, to be changed to "Social Care Housing" in accordance with City Council Policy 823.
2. The phasing of development to be indicated in accordance with City Council Policy 823.
3. Approximately 1.3 hectares of land to be purchased from the land owner to the north, consolidated with this site, and dedicated as the Municipal Reserve (park) for this subdivision, in accordance with the Proposed Kentwood East School and Park Design Plan.

.../2

*a delight  
to discover!*

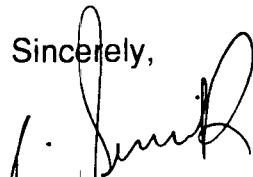
Avalon Homes (Red Deer) Inc.  
August 17, 1993  
Page 2

As recommended to Council, August 16, 1993."

"RESOLVED that Council of The City of Red Deer hereby approves the Kentwood East School and Park Design Plan as presented to Council, August 16, 1993."

The decisions of Council in this instance are submitted for your information and you will note that in the resolution approving the Kentwood East Outline Plan, said approval was subject to the three conditions noted.

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

Sincerely,  
  
C. SEVCIK  
City Clerk

CS/clr

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  
Parks Manager  
Public Works Manager  
Recreation and Culture Manager  
Principal Planner

Alderman Campbell. Cundwell

C. Senick

City Clerk

Aug. 5 '93

Notice of Motion - Bylaw Enforcement Review

Please find attached draft Notice of Motion  
as requested. Feel free to make any changes.

Co.

This is great Charlie  
Makes  
funda (E)



Submitted to City Council

Date: Aug 16 '93  
*for info.*

DATE: July 7, 1993

FILE NO. 93-1610

TO: Pat Shaw

FROM: Bylaws & Inspections Manager

RE: CITY HALL RENOVATIONS

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After reviewing the consultant's report on the above, I have the following recommendation regarding scheduling.

1993	-	Council Chambers rug	\$ 7,697
		Counters resurfaced	\$ 4,300
		Red wall covering	\$ 500
		New information booth	\$ 8,970
		Counter tops (main floor)	<u>\$ 5,520</u>
			\$26,987
1994	-	Washrooms (main floor)	\$ 1,488
		Lunchroom ceramic tile	\$11,406
		Second floor carpet	<u>\$18,024</u>
			\$30,918
1995	-	Fourth floor carpet	\$20,000
1996	-	Finish fourth floor carpet	\$30,000
1997	-	Third floor carpet	\$30,000
1998	-	Finish third floor carpet	\$20,000
		Renovations to coffee room	<u>\$ 5,500</u>
			\$25,500

There are several items that the consultant recommended I didn't include:

1. Resurfacing concrete
2. Painting