

DATE: February 14, 1995

TO: All Departments

FROM: City Clerk

RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES

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COMMENCING AT 4:30 P.M.

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- DECISION - CONFIRMED AS TRANSCRIBED**

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1) City Clerk - Re: Master Agreement and Bylaw to Form New Agency - Parkland Community Planning Services/Bylaw 3127/95

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2) Bylaws & Inspections Manager - Re: Dog Control

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(4) **REPORTS**

- 1) Land and Economic Development Manager - Re: Application to Purchase/Lot 10, Block 4, Plan 902-0499 (Edgar Industrial Park)/Lajco Enterprises Ltd. . . 6

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- 2) Land and Economic Development Manager - Re: Application to Purchase/Lot 1A, Block 3, Plan 832-2008 (Edgar Industrial Park)/Collicutt's Mechanical Services Ltd. . . 10

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- 3) Red Deer Regional Planning Commission - Re: Wall Signs/Discretionary Use/Land Use Bylaw Amendment 2672/E-95 . . 14

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- 4) Red Deer Regional Planning Commission - Re: Anders East Subdivision/Development/Land Use Bylaw Amendment 2672/F-95 . . 15

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- 5) Director of Corporate Services - Re: 1995 and 1996 Budget Approvals . . 16

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- 7) Parks Manager - Re: Proposed Cemetery Bylaw 3126/95 - Fees and Services . . 24

DECISION - BYLAW GIVEN 3 READINGS

- 8) Fire Marshal - Re: The Fire Department Fees and Charges Bylaw Amendment 3106/A-95/Fees for Service . . 26

DECISION - BYLAW GIVEN 1ST & 2ND READINGS

- 9) City Assessor - Re: Business Tax Bylaw 3128/95/Due Dates/Penalties/1995 Rate . . 28

DECISION - BYLAW GIVEN 3 READINGS

- 10) Treasury Services Manager - Re: Preauthorized Withdrawal - Utilities Billing . . 31

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- 2) Alberta Special Waste Management Corporation - Re: 1994
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- 1) 2672/E-95 - Land Use Bylaw Amendment/Wall
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DECISION - BYLAW GIVEN 1ST READING

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- 3) 3106/A-95 - The Fire Department Fees & Charges Bylaw
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- 5) 3127/95 - Master Agreement between The City of Red Deer
and other municipalities for the establishment of an
intermunicipal planning agency - 3 readings . . 1
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DECISION - BYLAW GIVEN 3 READINGS

- 6) 3128/95 - Business Tax Bylaw/Due Dates/Penalties/1995 Rate
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DECISION BYLAW GIVEN 3 READINGS

ADDITIONAL AGENDA

- 1) City Assessor - Re: 1992/93/94 Assessment Appeals

**DECISION - APPROVED FUNDS FOR PREPARATION AND
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A G E N D A

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,

MONDAY, FEBRUARY 13, 1995,

COMMENCING AT 4:30 P.M.

- (1) Confirmation of the Minutes of the Regular Meeting of January 30, 1995, and the Minutes of the Budget Meetings of January 24, 1995 and January 26, 1995

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(2) **UNFINISHED BUSINESS**

- | | | |
|----|---|------|
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| 2) | Bylaws & Inspections Manager - Re: Dog Control | .. 5 |

(3) **PUBLIC HEARINGS**

(4) **REPORTS**

- | | | |
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| 1) | Land and Economic Development Manager - Re: Application to Purchase/Lot 10, Block 4, Plan 902-0499 (Edgar Industrial Park)/Lajco Enterprises Ltd. | .. 6 |
| 2) | Land and Economic Development Manager - Re: Application to Purchase/Lot 1A, Block 3, Plan 832-2008 (Edgar Industrial Park)/Collicutt's Mechanical Services Ltd. | .. 10 |

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4)	Red Deer Regional Planning Commission - Re: Anders East Subdivision/Development/Land Use Bylaw Amendment 2672/F-95	.. 15
5)	Director of Corporate Services - Re: 1995 and 1996 Budget Approvals	.. 16
6)	Community Services Director - Re: Alberta Lottery Review	.. 19
7)	Parks Manager - Re: Proposed Cemetery Bylaw 3126/95 - Fees and Services	.. 24
8)	Fire Marshal - Re: The Fire Department Fees and Charges Bylaw Amendment 3106/A-95/Fees for Service	.. 26
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10)	Treasury Services Manager - Re: Preauthorized Withdrawal - Utilities Billing	.. 31
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(5)	<u>CORRESPONDENCE</u>	
1)	Director of Development Services - Re: FCM - National Airports Policy	.. 34
2)	Alberta Special Waste Management Corporation - Re: 1994 Household Toxic Round-Up Program	.. 56
(6)	<u>PETITIONS AND DELEGATIONS</u>	
(7)	<u>NOTICES OF MOTION</u>	

(8) **WRITTEN ENQUIRIES**

(9) **BYLAWS**

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3)	3106/A-95 - The Fire Department Fees & Charges Bylaw Amendment/Fees for Service - 3 readings	.. 26
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4)	3126/95 - Cemetery Bylaw/Fees and Services - 3 readings	.. 24
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5)	3127/95 - Master Agreement between The City of Red Deer and other municipalities for the establishment of an intermunicipal planning agency - 3 readings	.. 1
		.. 87
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Committee of the Whole:

- 1) Administrative Matter

UNFINISHED BUSINESS

NO. 1

DATE: FEBRUARY 3, 1995

TO: CITY COUNCIL

FROM: CITY CLERK

**RE: MASTER AGREEMENT AND BYLAW TO FORM NEW AGENCY -
PARKLAND COMMUNITY PLANNING SERVICES**

At the Council Meeting of January 16, 1995, the following resolution was passed with regard to the above topic:

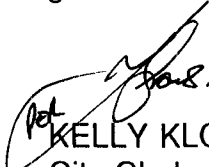
"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Community Services dated January 10, 1995, re: Master Agreement and Bylaw to Form the New Agency Entitled "Parkland Community Planning Services", hereby approves entering into the Master Agreement with the Parkland Community Planning Services as submitted to Council January 16, 1995, subject to the following conditions:

1. That the Master Agreement include a clause requiring the Agency to maintain a reserve equivalent to 1/4 of its annual budget;
2. Clarification of Clause 6.7 of the Agreement as to how the election procedure will be done;
3. Passage of the necessary City of Red Deer Bylaw."

The amended Master Agreement, which includes changes as outlined on the attached page, is submitted to Council for consideration. It will now be necessary to pass a bylaw joining the Agency and authorizing the execution of this agreement.

RECOMMENDATION

That a bylaw to join the new Agency as a founding member and to adopt the Master Agreement between the Parkland Community Planning Services, The City of Red Deer and other municipalities for the establishment of an inter-municipal planning agency, be given three readings.


KELLY KLOSS
City Clerk

CHANGES TO MASTER AGREEMENT (JANUARY 30, 1995)

Based upon input from Municipal Administrators, etc. the Commission Solicitor has made the following changes to the Master Agreement, the changes being underlined.

- 3.6 The Agency shall maintain a cash reserve equivalent to one-quarter (25%) of the budgeted annual expenditures
- 6.2 Each member has the opportunity to be represented by:
 - a) a person appointed by resolution of its Council; or
 - b) where such person is unable to attend, by an alternate representative appointed by its Council.
- 6.7 At the Annual Meeting, the members shall:
 - a) elect the Board of Directors in accordance with section 8.1.1; and
 - b) from the Board of Directors so elected elect a Chairman and Vice-Chairman.
- 7.1 As soon as possible after sufficient municipalities have by bylaw agreed to join the Agency, the Agency shall hold an initial Organizational Meeting at which the first Board of Directors shall be elected and from which shall be elected an interim Chairman and an interim Vice-Chairman, to hold office until the first Annual Meeting in November of 1995.
- 8.3 A quorum for members of the Board shall be a majority of the members.
- 8.4 The Board's duties shall be to oversee the operations of the Agency, including, but not necessarily limited to, the following:
 - a) to employ the Director to act as the Chief Administrative Officer of the organization and if, necessary, to dismiss any such Director;
 - e) to ("negotiate and") set standards of employment for staff,
(note: "negotiate and" is deleted)
 - j) to establish committees and appoint members thereto as the need may arise;
 - k) to prepare, carry out and review, from time to time, a business strategy for the Agency.
- 8.5 Deleted (replaced by new 11.2)
- 9.1 The Director shall:
 - a) be the Chief Administrative Officer and Financial Officer of the Agency;
- 9.2 The Director may delegate his powers in accordance with direction established by the Board.
- 11.2 Members of a committee, including the Board of Directors, may receive an honorarium for their attendance at committee meetings and travel expenses thereto at the same rate as staff, provided that this be approved by a majority vote at an Annual, Special, or Initial Organizational Meeting.
- 11.3 The quorum for members of a committee meeting shall be a majority of the members.
- 13.2 Such termination of the Agency shall provide for at least 90 days notice to all members, or such shorter notice if there is unanimous agreement by the members.
- 13.3 If it is determined that the Agency be wound up, the net assets after payment of all liabilities, including all liabilities under any subsisting service agreements, shall be distributed to the members at that time in proportion to their population as established by the most recent Official Population List of the Province, pursuant to Section 27 of the Property Tax Reduction Act, R.S.A., Chapter P-19.
- 15.1 This agreement may be executed in counterpart by each municipality and shall be binding upon and be enforceable by all of the municipalities so executing the same.



**RED DEER
REGIONAL PLANNING COMMISSION**

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

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

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

MEMORANDUM

TO: Municipal Administrators of Communities entering service agreements with
PARKLAND COMMUNITY PLANNING SERVICES

FROM: Bill Shaw, Director

DATE: February 2, 1995

RE: **MASTER AGREEMENT TO FORM THE NEW AGENCY and
RELATED PROPOSED BYLAW**

Further to our previous communication on this matter, we have now finalized the Master Agreement that will formally establish the Parkland Community Planning Services agency. The only changes from those circulated on January 30 are to 9.1(c) and a new 9.2.

Enclosed herewith is a copy of the final Master Agreement, together with the suggested bylaw to adopt the agreement. We would very much appreciate these being presented at the next meeting of Council for their consideration. If Council desires that your municipality become a founding member of the new agency then they should proceed to adopt the bylaw. Please note that the Master Agreement must be adopted as circulated herewith (i.e. without amendment), because it is being commonly approved by a number of municipal councils through "execution in counterpart" (see Section 15 of the Agreement).

As indicated earlier, should Council wish that your municipality not become a member of the new agency at this time, they need not pass the bylaw. However, your municipality will still have access to advisory services as provided through the service agreements you previously signed.

If Council passes the bylaw, then Council will also have to appoint a representative (and an alternate if desired) from Council to be a member of Parkland Community Planning Services until the November 1995 Annual General Meeting of the new agency. The Initial Organizational Meeting is scheduled for Monday, March 20, 1995 at 1:15 pm.

Please advise us at earliest possible time of Council's decision on this matter. Where Council passes the bylaw, please provide us with a signed copy of the bylaw and Master Agreement, together with the name, address and phone number of the representative and alternate representative, where applicable.

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

A handwritten signature in black ink, appearing to be 'Bill Shaw', written over a circular stamp or seal.

COMMENTS:

At the Council Meeting of January 16, 1995, Council approved joining the Agency and signing the Master Agreement, subject to a number of changes. These changes have been completed and it is now appropriate for Council to approve the attached bylaw. We recommend that Council give three readings to this bylaw and authorize the Mayor and City Clerk to sign the Master Agreement.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: FEBRUARY 14, 1995

**TO: MR. BILL SHAW, DIRECTOR
RED DEER REGIONAL PLANNING COMMISSION**

FROM: CITY CLERK

**RE: MASTER AGREEMENT TO FORM NEW AGENCY AND RELATED
PROPOSED BYLAW**

At The City of Red Deer's Council Meeting held Monday, February 13, 1995, consideration was given to your letter dated February 2, 1995 concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer hereby appoints Mayor Surkan, the representative of Council, and Alderman Linda Campbell-Cardwell as the alternate representative of Council on the Parkland Community Planning Services Board of Directors until the November 1995 Annual General Meeting, and as presented to Council February 13, 1995."

In addition to the above resolution, three readings were given to Bylaw 3127/95 which provides for the establishment of an inter-municipal planning agency, a copy of which is attached hereto.

Also attached hereto for your file, is a copy of the duly signed master agreement between The City of Red Deer and the Parkland Community Planning Services Agency.

Thank you for your work in bringing this matter to a close. If you have any questions, please do not hesitate to contact the undersigned.



KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Community Services
Director of Development Services
Director of Corporate Services



**RED DEER
REGIONAL PLANNING COMMISSION**

BACK UP INFORMATION
NOT SUBMITTED TO COUNCIL
2800 BRENNER AVENUE, RED DEER,
ALBERTA, CANADA T4R 1M9

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

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

MEMORANDUM

**TO: Municipal Administrators of Communities entering service agreements with
PARKLAND COMMUNITY PLANNING SERVICES**

FROM: Bill Shaw, Director

DATE: January 30, 1995

RE: MASTER AGREEMENT TO FORM THE NEW AGENCY

Thank you for insightful comments on the draft Master Agreement that will be used to formally establish Parkland Community Planning Services.

As a result of your input, in consultation with Betty Knull (Chairman) and Tom Chapman (Solicitor), a number of changes are being made to the Master Agreement. These changes, as noted by underlining, are attached hereto.

If you have any comments on these changes, please advise me by Noon of Wednesday, February 1. Should any further refinements be required, they will be done immediately so the Master Agreement, and the suggested bylaw to adopt it, can be sent out on February 2. As I understand from your feedback, this schedule should permit you to present the matter to Council and to have Council adopt the bylaw, should they so choose, on or before March 3.

Thank you for your continued assistance and cooperation. We sincerely appreciate the number of communities to date that already have expressed their willingness to adopt the Master Agreement and become members of Parkland Community Planning Services.

RE: POSSIBLE DATE OF INITIAL ORGANIZATIONAL MEETING

We are attempting to schedule an Initial Organizational meeting for the new services agency, the preferred date and time being March 20, 1995 at 1:15 pm. Would you please advise if this date would conflict with other activities of your potential Council representative. Alternate dates are March 21 or 22 (same time). Thanks!

Note to file:

City Manager agreed to changes and the Director of the RDRPC was notified on Feb 2/95.

The Master Agreement will be delivered in the next couple of days and must be adopted by bylaw of the Council of the City of R.D.

NO. 2

DATE: 8 February 1995

FILE NO. 95-1540

TO: City Clerk

FROM: Bylaws and Inspections Manager

RE: DOG CONTROL

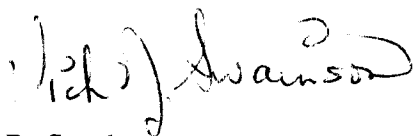
During the December 19, 1994 meeting of Council, a committee of Council members was struck to review the licensing procedures. The committee met on February 6, 1995 with the animal control contractor, representatives of the S.P.C.A. and City staff. It was the consensus of the committee that the present licensing procedures should continue.

Currently dog owners are encouraged to license their animals through a reminder, sent with the utility bill in January and personal contact with the contractor. It should be noted that although City Hall is open for licensing five days a week, the other licensing locations, One Stop Licensing, S.P.C.A., Alberta Animal Services, are open extended hours (AB Animal Services - Sunday 9-12, One Stop - Saturday 9:30-4, S.P.C.A. - Sunday 12-4).

The only change recommended is the compensation received by the S.P.C.A. for selling dog licenses. Currently, this is one dollar per license and \$25 per month administrative fees. The committee is recommending \$7.50/license and \$50 per month administration fee.

Recommendation: Approval of the S.P.C.A. compensation.

Yours truly,



R. Strader

Bylaws and Inspections Manager

BUILDING INSPECTION DEPARTMENT

RS/vs

COMMENTS:

We concur with the recommendation of the Bylaws & Inspections Manager.

It should be noted that the 1995 budget as presented by the Bylaws & Inspections Manager will not be affected by this change. The increased volume of dog licenses sold will offset the increased funding provided to the S.P.C.A.

"G. SURKAN"

Mayor

"M.C. DAY"

City Manager

DATE: FEBRUARY 14, 1995
TO: BYLAWS AND INSPECTIONS MANAGER
FROM: CITY CLERK
RE: DOG CONTROL

At the Council Meeting of February 13, 1995, consideration was given to your report dated February 8, 1995 concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer having considered report from the Bylaws & Inspections Manager dated February 8, 1995, re: Dog Control hereby agrees as follows:

1. That the City of Red Deer enter into a revenue sharing agreement with the S.P.C.A. relative to the collection of dog control license fees
2. That the S.P.C.A. receive \$7.50 per license sold and a \$50.00 per month administration fee

and as presented to Council February 13, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will now be advising all related organizations of Council's decision.



KELLY KLOSS
City Clerk

KK/clr

cc: Director of Corporate Services

NO. 1

DATE: February 6, 1995

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **APPLICATION TO PURCHASE
LOT 10, BLOCK 4, PLAN 902-0499 (EDGAR INDUSTRIAL PARK)**

Attached is an application on behalf of Lajco Enterprises Ltd. to purchase a 1.19 acre parcel of land in Edgar Industrial Park. The property is subdivided and is located on Edgar Industrial Place, as indicated on the attached map.

The purpose of the acquisition is to provide Lajco Enterprises Ltd. with a location for a proposed new development to house their operation. The offer is for \$71,000, which is \$3,670 or about 5% below our asking price. This is consistent with other offers we have received and accepted in this Close for other properties. This is the first property to be sold on the south side of the street, adjacent to the rail line. The offer is equivalent to just under \$60,000 per acre.

RECOMMENDATION

We recommend that Council approve the sale of Lot 10, Block 4, Plan 902-0499 to Lajco Enterprises Ltd. for \$71,000. The agreement to be subject to the following conditions:

1. No building commitment required, which is standard in Edgar Industrial Park.
2. An agreement satisfactory to the City Solicitor.


Alan V. Scott

AVS/mm

Att.

COMMENTS:

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

"G. SURKAN"

Mayor

"M.C. DAY"

City Manager

OFFER TO PURCHASE

"All Persons signing this Document are advised to read it carefully."
This Form Approved by the Red Deer & District Real Estate Board Co-op Ltd.

TO: City of Red Deer
Agents for the Vendor of the property described as follows:

LOT 10, Block 4, Plan 9020499, Edgemoor Industrial Park
Fill in street number and legal description, Lot, Block, Plan, or Sec., Twp., Rge., Mer. (Excepting thereout all mines and minerals) and which property is hereinafter referred to as "The Property".

I hereby Offer to Purchase the property for the sum of: seventy-one thousand dollars & R 71,000.00 KLR
SIXTY FIVE THOUSAND DOLLARS is 65,000.00 Dollars

1. TO BE PAID IN THE FOLLOWING MANNER:

- (a) \$ 3250.00 deposit to be dealt with in accordance with the terms of this contract.
- (b) \$ _____
- (c) \$ 67,450.00 KLR (more or less) paid only by Solicitor's trust cheque or bank draft delivered to the Vendor's lawyer on or before closing date.
- (d) \$ _____ (more or less) by assumption of existing (mortgage, agreement for sale) payable to _____ which term ends _____ and which has monthly payments (not) including taxes of \$ _____ The interest on the mortgage is _____ % per annum.
- (e) \$ _____ Payable to _____ by monthly payments of \$ _____ (including _____ % interest) on _____ 19 _____.
- (f) \$ 71,000.00 KLR by new mortgage to be arranged by me, the Purchaser, at my expense, by monthly payments of \$ _____ (more or less) including interest at a rate not to exceed _____ % per annum.
- 65,000.00 TOTAL PURCHASE PRICE

2. This Offer is made subject to the following conditions, all of which may, unless otherwise indicated, be unilaterally waived by the Party for whose benefit they were inserted, by written notice to the other Party or their Agent, on or before the expiry date for the satisfaction of the condition.

- (a) In the event this Offer provides for me to arrange a new mortgage, I agree that I shall on or before _____ 19 _____ advise the Vendor, or his Agent, in writing that this condition is removed, otherwise this offer is null and void. The deposit shall be refunded upon satisfactory written evidence of mortgage refusal.

(b) ADDITIONAL CONDITIONS/TERMS: Subject to 90 day option period

3. This Offer shall be open for acceptance by the Vendor in writing until 4 o'clock P M., on the 14 day of February 19 95
4. If the Vendor agrees to accept monies after the closing date, the Purchaser shall pay interest at the rate of _____ % per annum on any money owing to the Vendor at closing date, from closing date until that money has been paid.

5. The purchase price shall include all permanent fixtures located on the property together with the Specific Chattels as follows:

AS IS

The fixtures and the Specific Chattels shall be free and clear of any encumbrance and shall be in substantially the same condition at Closing Date as at the date of inspection.

6. The Closing Date shall be Mar 1 19 95 upon which:
- (a) All normal adjustments for the Property including but not limited to taxes, municipal utility charges, rents and security deposits, and interest shall be adjusted as at 12:00 o'clock noon; and
- (b) Subject to the terms hereof being complied with, possession of the property shall be available for the Purchaser at 12:00 o'clock noon and shall be vacant and free of all tenancies except _____
7. I have inspected and agree to purchase the property as it stands, and it is agreed that there is no representation, warranty, collateral agreement, zoning, municipal permit or license, or condition affecting the said property of this Offer to Purchase, other than is expressed herein in writing. All previous Agreement(s) if any, whether verbal or written, between the Vendor and myself are hereby rendered null and void.
8. The Vendor shall pay and discharge any financial encumbrance which is not by this contract assumed by the Purchaser and any non-financial encumbrance which affects the marketability of the property. Prepayment bonuses and the cost of discharging any existing mortgages and/or other non-financial encumbrances, not assumed by the Purchaser, to be at the expense of the Vendor.
9. The Agreement for Sale or Transfer of Land in registrable form shall be prepared at the expense of the Vendor and delivered (together with the Duplicate Certificate of Title, if required) to the Purchaser's lawyer within a reasonable time prior to the closing date. The Purchaser shall pay the expense of any new mortgage(s).
10. All buildings and chattels included in the sale shall be and remain at the risk of the Vendor until the closing date and all insurance policies and the proceeds thereof will be held in Trust for the Parties as their interest may appear.
11. IF MY OFFER IS NOT ACCEPTED THE DEPOSIT SHALL BE REFUNDED FORTHWITH, WITHOUT DEDUCTION OR INTEREST, PROVIDED, HOWEVER, IF MY OFFER IS ACCEPTED AND I FAIL TO COMPLY WITH THE TERMS AS HEREIN PROVIDED, THEN I AGREE THAT THE SAID DEPOSIT SHALL BE ABSOLUTELY FORFEITED TO THE VENDOR AS LIQUIDATED DAMAGES AND THE VENDOR MAY ALSO TAKE SUCH OTHER REMEDIES AGAINST THE PURCHASER AS THE VENDOR HAS AT LAW.
12. This Agreement shall enure to the benefit of and be binding upon the Heirs, Executors, Administrators and Assigns of the Parties hereto, and where the singular is used throughout this Agreement, the same shall be construed as meaning the plural where the context is so required. Time shall in every respect be of the essence.

Dated At: Red Deer this 28 day of January 19 95

SIGNED in the presence of:

Witness: _____ Signature of Purchaser: LAICO ENTERPRISES LTD.

Witness: _____ Signature of Co-Purchaser: #48065 AT&T

Purchaser's Lawyer: Dan Sinclair Phone: 347 3531 Address: _____

Law Firm: Sisson Warren & Sinclair Red Deer Postal Code: _____

Lawyer's Address: 600 Red Deer Place Lawyer's Phone: 3433320

ACCEPTANCE

I, the undersigned Vendor of the above described property, hereby Accept the above Offer and agree to complete the sale on the terms and conditions as set out above. I authorize my Agents to deduct from the deposit the commission payable and I HEREBY IRREVOCABLY ASSIGN OUT OF THE PROCEEDS OF THE SALE ANY UNPAID BALANCE OF THE COMMISSION AND GOODS AND SERVICES TAX, IF ANY, AND DIRECT MY SOLICITOR TO PAY THE SAME TO MY AGENTS UPON CLOSING OF THE SALE. Should I fail to complete the Sale, I agree to pay my Agents, as agreed compensation for services rendered, an amount equal to the commission which would have been payable had the Sale been consummated, whereupon the Purchaser may (at his option) cancel this Agreement and withdraw his deposit, or take whatever remedies he, the Purchaser, may have at law. In the event the Purchaser fails to complete the purchase and the deposit becomes forfeited as herein before provided, I then authorize my Agents to retain as agreed compensation for services rendered, 50% of the said deposit (but not to exceed the commission payable had a sale been consummated) and to pay the balance of the forfeited deposit to me the Vendor.

I certify and warrant to the Purchaser that:

- (1) within the meaning of the Income Tax Act of Canada, I am not now a non-resident of Canada, nor am I an Agent or a Trustee for any person with an interest in the Property who is a non-resident of Canada;
- (2) the property is not insulated with Urea Formaldehyde Foam;
- (3) the location of buildings on the property comply with all municipal government Laws and Regulations. The buildings on the Property do not encroach upon any easement or utility right of way on the property or upon lands adjacent to the property, unless otherwise stated in this agreement.

Dated at Red Deer AT&T this _____ day of February 19 95

SIGNED in the presence of:

Witness: _____ Signature of Vendor: _____

Witness: _____ Signature of Co-Vendor or Spouse: _____

Vendor's Lawyer: Chapman Phone: _____ Address: _____

Law Firm: Chapman Riebeck Postal Code: _____

Lawyer's Address: 208-Professional Bldg Lawyer's Phone: _____

CONSENT OF SPOUSE

I, being married
to
do hereby give my consent to the disposition of our homestead made in this instrument, and I have executed this document for the purpose of giving up my life estate and other dower rights in the said property given to me by THE DOWER ACT, RSA 1980, to the extent necessary to give effect to the said disposition.

.....
(Signature of Spouse)

CERTIFICATE OF ACKNOWLEDGEMENT BY SPOUSE

1. This document was acknowledged before me by
.....
apart from her husband (or his wife)

2. acknowledged to me that she (or he),
(a) is aware of the nature of the disposition;
(b) is aware that the DOWER ACT, RSA 1980 gives her (or him) a life estate in the homestead and the right to prevent disposition of the homestead by withholding consent.
(c) consent to the disposition (or agreement) for the purpose of giving up the life estate and other dower rights in the homestead given to her (or him) by the DOWER ACT, to the extent necessary to give effect to the said disposition (or agreement);
(d) is executing the document freely and voluntarily without any compulsion on the part of her husband (or his wife).

Dated at in the Province of

this day A.D. 19

.....
(a Commissioner for Oaths in and for the Province of Alberta)

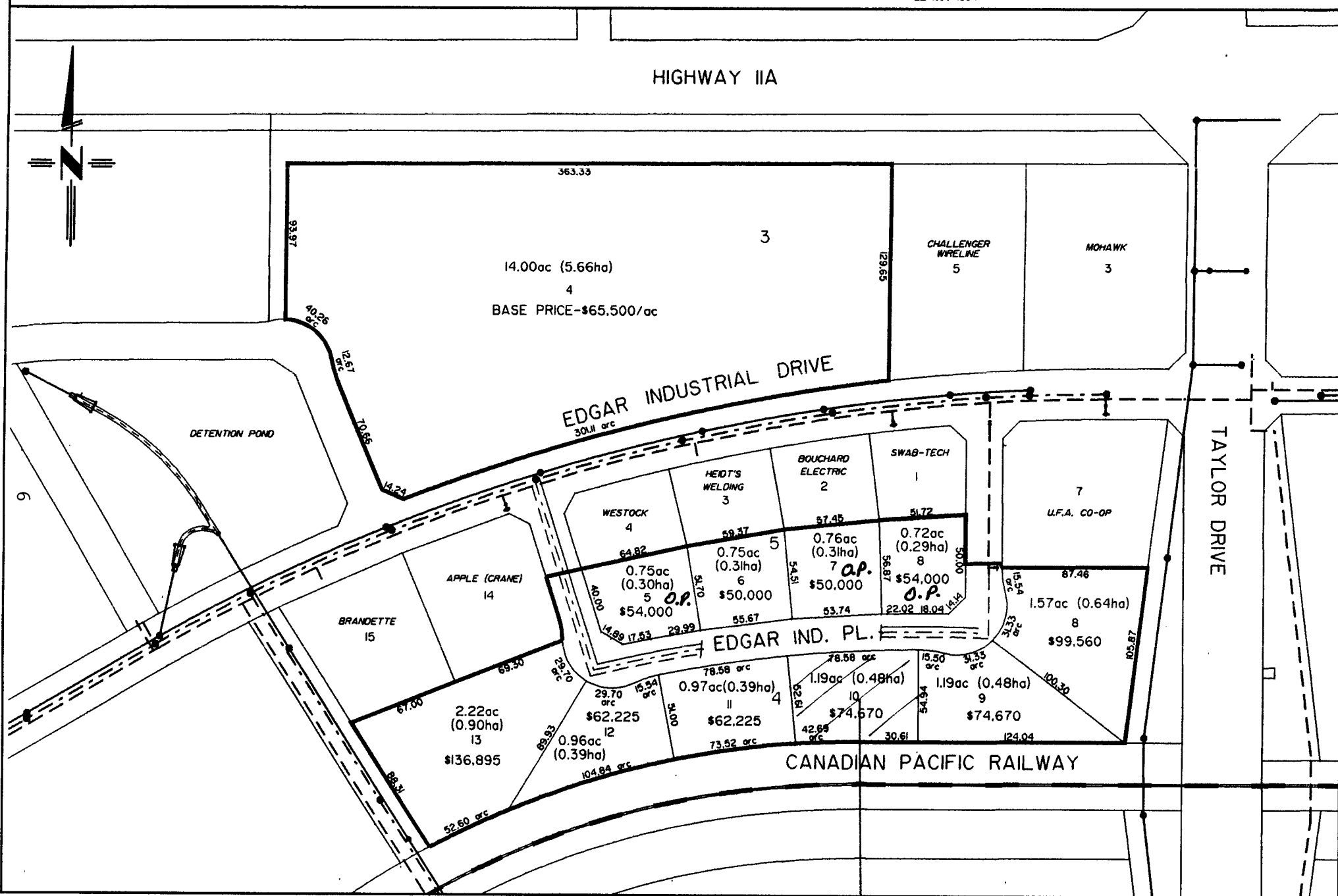
LOT DIMENSIONS and AREAS
should be VERIFIED with
REGISTERED PLANS and
CERTIFICATE of TITLE documentation.

EDGAR INDUSTRIAL PARK -PLACE-

SCALE 1:3000

22-NOV-1994

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



SUBJECT PROPERTY

DATE: FEBRUARY 14, 1995

TO: LAND AND ECONOMIC DEVELOPMENT MANAGER

FROM: CITY CLERK

**RE: APPLICATION TO PURCHASE LOT 10, BLOCK 4, PLAN 902-0499
EDGAR INDUSTRIAL PARK / LAJCO ENTERPRISES LTD.**

At the Council Meeting of February 13, 1995, consideration was given to your report dated February 6, 1995 concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer having considered report from the Land and Economic Development Manager dated February 6, 1995, re: Application to Purchase Lot 10, Block 4, Plan 902-0499 (Edgar Industrial Park) hereby approves the sale of Lot 10, Block 4, Plan 902-0499 for the price of \$71,000. to Lajco Enterprises Ltd. subject to the following conditions:

1. As there is no building commitment in Edgar Industrial Park, we recommend that any development proposed conform with The City of Red Deer Land Use Bylaw
2. The purchaser enters into an agreement satisfactory to the City Solicitor

and as presented to Council February 13, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will be notifying Lajco of Council's decision.


KELLY KLOSS
City Clerk

KK/clr

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

NO. 2

DATE: February 6, 1995

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **APPLICATION TO PURCHASE
LOT 1A, BLOCK 3, PLAN 832-2008 (EDGAR INDUSTRIAL PARK)**

Attached is an offer from Collicutt's Mechanical Services Ltd. to acquire a 7.32 acre parcel of land, as described above, in Edgar Industrial Park. Collicutt's Mechanical Services Ltd. currently operate a large facility in the industrial area to the north of the city, and intend to relocate to this larger property to permit further expansion of the business. Collicutt's are an oilfield servicing operation which concentrates on the servicing of large oilfield related turbines. Their plan is to proceed as quickly as possible with the development of their new facilities.

The offer from Collicutt's Mechanical Services Ltd. is for \$395,280, payable in the following manner:

- a) \$19,764.00 initial deposit as an option fee
- b) \$111,996.00 upon exercising the option
- c) \$131,760.00 five months from exercising the option
- d) \$131,760.00 ten months from exercising the option

Estimated Value

The parcel has been on the market for approximately ten years, priced at \$457,500. Following receipt of the offer, on behalf of Collicutt's, the City commissioned an independent appraisal of the site. At the same time an in-house appraisal was completed. The two appraisals varied from \$421,632 to \$456,500. The appraisals, of course, utilized historic data on other land sales in the area, which are exclusively City transactions.

A point which may not have received consideration by either appraiser was the fact that all industrial lands west of 64 Avenue were stripped and pre-levelled at the time of development. Those properties east of 64 Avenue, which include this specific site, received no preparation at the time services were completed. These properties therefore contain an over burden of approximately 0.4 meter of black soil which must be removed prior to development.

We have made inquiries from both the private sector and our Engineering Department to determine what costs might be incurred in removing the topsoil. On a site of this size, the estimates are in the \$30,000 range. I have reviewed this information with the appraisers, and they confirm that this was not considered at the time their estimates were completed. A reduction of \$30,000 would adjust the appraisals to \$391,632 to \$426,500, or an average of \$409,066. Taking that adjustment into account, the offer of \$395,280 is within 3.5% of the average of the two appraisals.

2/...

City Clerk
Page 2
February 6, 1995

RECOMMENDATION

We recommend that City Council approve the sale of Lot 1A, Block 3, Plan 832-2008 (7.32 acres - Edgar Industrial Park), to Collicutt's Mechanical Services Ltd. with the following conditions to apply:

1. The City and Collicutt's entering into an Option and Land Sale Agreement, with a 90 day option period.
2. The purchase price to be \$395,280, payable as indicated previously.
3. Collicutt's Mechanical Services Ltd. be granted storage access for excess topsoil, in the reserve area to the south of the property, with the purchaser being responsible for any costs incurred in removing the material at the completion of construction.
4. An agreement satisfactory to the City Solicitor.



Alan V. Scott

AVS/mm

Att.

COMMENTS:

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

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

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

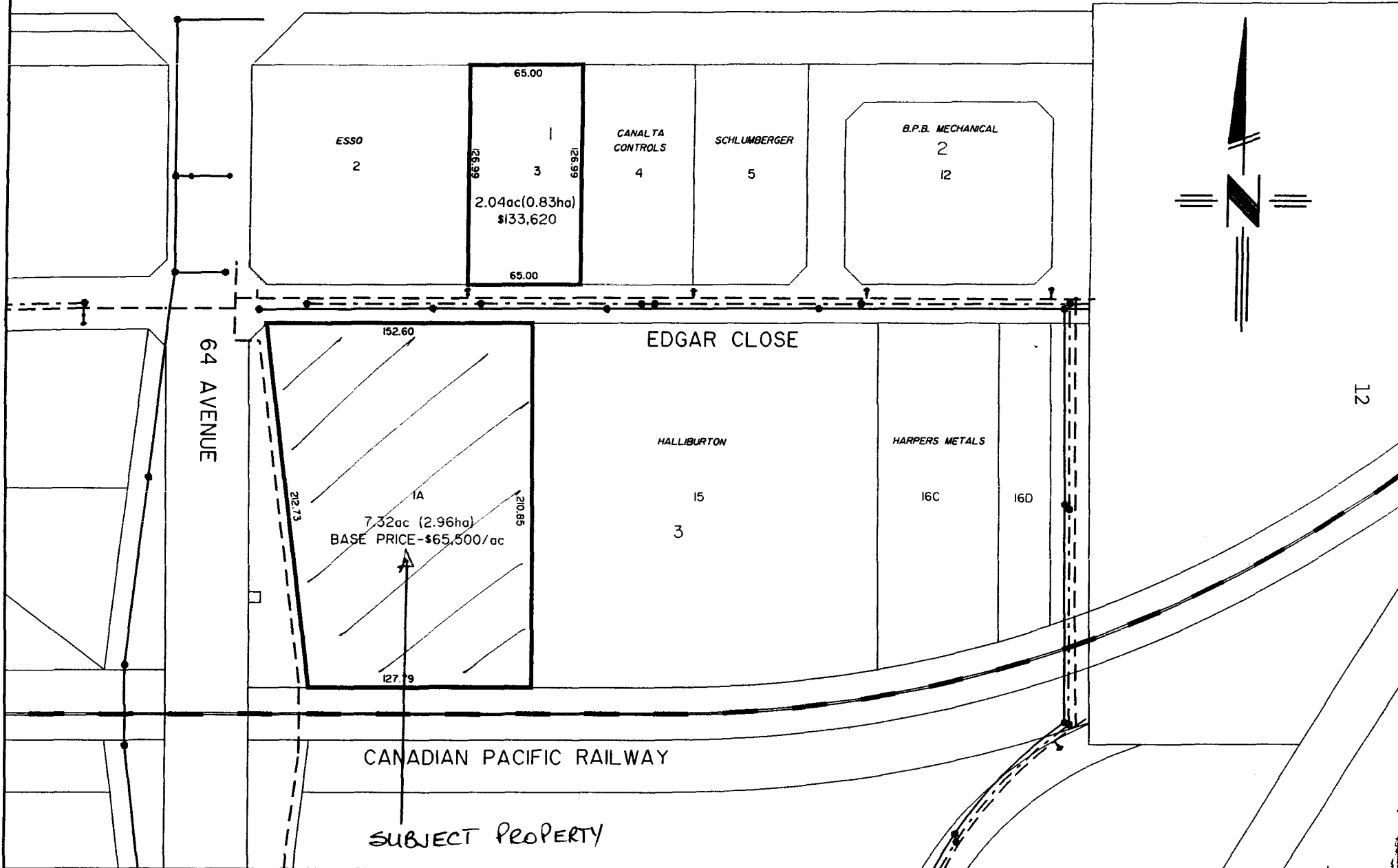
EDGAR INDUSTRIAL PARK -CLOSE-

SCALE 1:3000

15-FEB-1994

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

HIGHWAY 11A



Advice to Seller/Buyer

- * This contract is intended to be used only for the purchase and sale of completed residential property including condominiums.
- * This contract is intended to create binding legal obligations.
- * Prior to signing this contract the Seller and the Buyer should consider whether to obtain Legal Advice.
- * Prior to signing this contract, the Buyer should consider whether to inspect the Property, and whether to verify the size of the Land and the Buildings and the accuracy of the Mortgage Details.

This contract is between:

Name City of Red Deer
Roberta Laurie Caron
and
The Buyer

Name Collicott's Mechanical
Service

1 The Property

1.1 The Property is the Land and Buildings located at
(municipal address): Lot 1A Block 3
Plan 832 2008 Red Deer

1.2 The legal description of the Property is:
Lot 1A Block 3 Plan 832 2008
Other _____
Residential Unit _____ Parking Unit _____
Condominium Plan _____

1.3 The Property includes:
* Only the following Unattached Goods: _____

"AS IS"
Vendor to supply
copy of stam-
per's Ter survey.

* All Attached Goods except the following: _____

* Parking Stall _____ Storage Units _____

* If the Property includes a mobile home or is a country residential acreage, then the attached Appendix provides important information.

2 The Transaction

2.1 The Seller will sell and the Buyer will buy the Property for the price of
\$ 395,280.00 (Purchase Price).

2.2 If the Seller is to provide Seller Financing, then an attached Schedule provides details.

2.3 If Additional Value is to be paid by the Buyer, then an attached Schedule provides details.

2.4 If the Property is rented and the Buyer is to assume the Rental Agreement, then the attached Appendix provides important information.

2.5 **Deposits** means the Initial Deposit plus all Additional Deposits which are payable in accordance with the terms of this contract.

2.6 All Deposits will be delivered and will be paid by cash, cheque, bank draft, or other agreed value in trust to
City of Red Deer

2.7 The Additional Deposits will be paid as follows:

* _____
* _____

2.8 The Initial Deposit will be delivered when this document is signed by the Buyer. The Initial Deposit will be deposited when this document is acceptable to and has been signed by both parties.

2.9 Unless otherwise agreed in writing, no interest on the Deposits will be payable to either the Seller or the Buyer while the Deposits are held in trust.

2.10 The Buyer will pay the Purchase Price as follows:

\$ 19,764.00 the Initial Deposit
\$ 111,996.00 Exercise of Additional Deposit Option
\$ _____ assumption of mortgage
\$ _____ assumption of mortgage
\$ 131,760.00 5 MONTHS AFTER New Financing
\$ 131,760.00 EXERCISE OPTION 10 MONTHS AFTER Additional Value
\$ _____ EXERCISE IF Seller Financing OPTION
\$ _____ balance of Purchase price (subject to adjustments)

Total \$ 395,280.00 The Purchase Price

2.11 The transaction will be completed and possession will be

available at 12:00 noon on _____, 19____ (Completion Day).
AS STATED (09 EARLIER)

3 Mortgage Details

3.1 If the Buyer is to assume a mortgage, then to the best of the Seller's knowledge the Mortgage Details are:

* name of lender _____
* approximate principal balance \$ _____
* maturity date _____
* interest rate _____
* payments of \$ _____
* payment include taxes Yes _____ No _____
* approval to assume required Yes _____ No _____
* other terms _____

* If there is a second or other mortgage, then an attached Schedule provides details.

DATE: FEBRUARY 14, 1995

TO: LAND AND ECONOMIC DEVELOPMENT MANAGER

FROM: CITY CLERK

**RE: APPLICATION TO PURCHASE LOT 1A, BLOCK 3, PLAN 832-2008
EDGAR INDUSTRIAL PARK / COLLICUTT'S MECHANICAL SERVICES
LTD.**

At the Council Meeting of February 13, 1995, consideration was given to your report dated February 6, 1995 concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer having considered report from the Land and Economic Development Manager dated February 6, 1995, re: Application to purchase Lot 1A, Block 3, Plan 832-2008 (Edgar Industrial Park) from Collicutt's Mechanical Services Ltd. hereby approves the sale of Lot 1A, Block 3, Plan 832-2008 for the price of \$395,280. subject to the following conditions:

1. The City of Red Deer and Collicutt's Mechanical Services Ltd. enter into an option and land sale agreement with a 90 day option period
2. The purchase price to be \$395,280. payable as follows:
 - a) \$19,764.00 initial deposit as an option fee
 - b) \$111,996.00 upon exercising the option
 - c) \$131,760.00 five months from exercising the option
 - d) \$131,760.00 ten months from exercising the option
3. Collicutt's Mechanical Services Ltd. be granted storage access for excess topsoil, in the City land to the south of the property, with the purchaser being responsible for any costs incurred in removing the material at the completion of construction
4. The purchaser enters into an agreement satisfactory to the City Solicitor

and as presented to Council February 13, 1995."

Land and Economic Development Manager
February 14, 1995
Page 2

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will be notifying Collicutt's Mechanical Services Ltd. of Council's decision.

A handwritten signature in black ink, appearing to read 'K. Kloss', with a stylized flourish at the end.

KELLY KLOSS
City Clerk

KK/clr

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



**RED DEER
REGIONAL PLANNING COMMISSION**

NO. 3

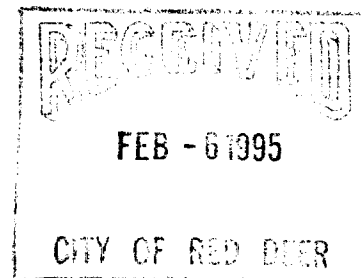
DIRECTOR: W. G. A. Shaw, ACP, MCIP

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

Telephone: (403) 343-3394

Fax: (403) 346-1570

DATE: February 2, 1995
TO: City Council
FROM: Paul Meyette, Principal Planner
RE: **BYLAW No. 2672/E-95: WALL SIGNS**

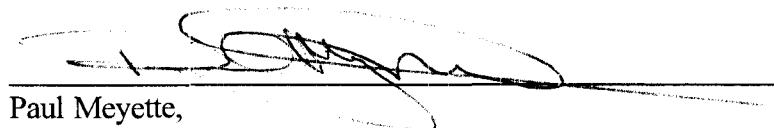


The Bylaws and Inspections Department and the Planning Commission have been working with Hook Outdoor Advertising over the past six weeks to resolve some of their concerns regarding billboard replacement and potential new locations.

In the course of our discussions, Hook Outdoor Advertising has proposed the installation of wall signs (wall mounted billboards) in the City. Both the Planning Commission and the Bylaws and Inspections Department have some concerns about this form of signage but we have agreed to work with Hook Outdoor Advertising to identify a single pilot site so that M.P.C. can evaluate this form of signage. Based upon the M.P.C. evaluation, this form of signage will be either allowed limited expansion or eliminated altogether.

In order to maintain control over this type of advertising, we are proposing a Land Use Bylaw amendment so that wall signs are a discretionary use in the Land Use Bylaw. It is currently both a permitted use and a discretionary use in some districts. Hook Outdoor Advertising is aware of our intention to make wall signs a discretionary use in the Land Use Bylaw.

Planning staff recommend that Council give first reading to Land Use Bylaw Amendment 2672/E-95.


Paul Meyette,
PRINCIPAL PLANNER
/cc

COMMENTS:

We concur with the recommendation of the Principal Planner and recommend Council give 1st reading to the Land Use Bylaw Amendment.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: FEBRUARY 14, 1995
TO: RED DEER REGIONAL PLANNING COMMISSION
FROM: CITY CLERK
RE: LAND USE BYLAW AMENDMENTS 2672/E-95 AND 2672/F-95

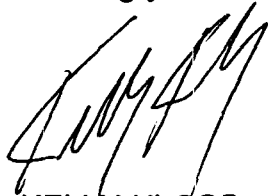
At the Council Meeting of February 13, 1995, first reading was given to the above noted Land Use Bylaw Amendments, copies of which are attached hereto.

Land Use Bylaw Amendment 2672/E-95 provides for wall signs to be a discretionary use in the Land Use Bylaw.

Land Use Bylaw Amendment 2672/F-95 provides for the development of 19 single family parcels and 2 municipal reserve parcels within Anders East, Phase 4, by Anders East Developments Ltd. (c/o Al-Terra Engineering Ltd.).

This office will now proceed with preparation of advertising for Public Hearings to be held in the Council Chambers of City Hall on Monday, March 13, 1995, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

Trusting you will find this satisfactory.



KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Development Services
Director of Community Services
Bylaws and Inspections Manager
City Assessor
Fire Chief
Public Works Manager
Council and Committee Secretary, S. Ladwig

NO. 4**RED DEER REGIONAL PLANNING COMMISSION**

**2830 Bremner Avenue
Red Deer, Alberta
T4R 1M9**

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

M E M O R A N D U M

DATE: February 2, 1995
TO: Kelly Kloss, City Clerk
FROM: Frank Wong, Planning Assistant
RE: Proposed Land Use Bylaw Amendment 2672/F-95
Anders East - Phase 4
Anders East Development Ltd.

Enclosed is a proposed land use bylaw amendment pertaining to the eastern portion of the Anders East Subdivision and containing 2.55 ha (6.3 ac).

Anders East Development Ltd. (c/o Al-Terra Engineering Ltd.) is proposing to develop 19 single family parcels and 2 municipal reserve parcels. The proposal conforms to the approved outline plan for the area.

We recommend that City Council proceed with the first reading of the proposed land use amendment.



Mr. Frank Wong
PLANNING ASSISTANT

FW/sdd

COMMENTS:

We concur with the recommendation of the Red Deer Regional Planning Commission that Council proceed with the first reading of the proposed Land Use Bylaw Amendment.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: FEBRUARY 14, 1995
TO: RED DEER REGIONAL PLANNING COMMISSION
FROM: CITY CLERK
RE: LAND USE BYLAW AMENDMENTS 2672/E-95 AND 2672/F-95

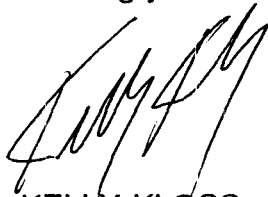
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Land Use Bylaw Amendment 2672/E-95 provides for wall signs to be a discretionary use in the Land Use Bylaw.

Land Use Bylaw Amendment 2672/F-95 provides for the development of 19 single family parcels and 2 municipal reserve parcels within Anders East, Phase 4, by Anders East Developments Ltd. (c/o Al-Terra Engineering Ltd.).

This office will now proceed with preparation of advertising for Public Hearings to be held in the Council Chambers of City Hall on Monday, March 13, 1995, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

Trusting you will find this satisfactory.



KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Development Services
Director of Community Services
Bylaws and Inspections Manager
City Assessor
Fire Chief
Public Works Manager
Council and Committee Secretary, S. Ladwig



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

FILE No.

February 14, 1995

Al-Terra Engineering Ltd.
502, 5000 Gaetz Avenue
Red Deer, Alberta
T4N 6C2

FAXED 340-3038 (Copy)
Original Mailed

Att: Martin Brocks

Dear Sir:

RE: PROPOSED LAND USE BYLAW AMENDMENT 2672/F-95
ANDERS EAST - PHASE 4

At The City of Red Deer's Council Meeting held February 13, 1995, Land Use Bylaw Amendment 2672/F-95 received first reading, a copy of which is attached hereto.

Land Use Bylaw Amendment 2672/F-95 provides for the development of 19 single family parcels and 2 municipal reserve parcels in Anders East / Phase 4, by Anders East Developments Ltd. (c/o Al-Terra Engineering Ltd.).

This office will now proceed with preparation of advertising for a Public Hearing to be held in the Council Chambers of City Hall on Monday, March 13, 1995 commencing at 7:00 p.m., or as soon thereafter as Council may determine.

The advertising is scheduled to appear in the Red Deer Advocate on Friday, February 24 and Friday, March 3, 1995.

In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising which in this instance is \$550. We will require this deposit by no later than Tuesday, February 21, 1995 in order to proceed with the advertising scheduled above. Once the actual costs are known, you will either be invoiced for or refunded the balance.

... / 2



RED DEER

a delight to discover!

TRANSMISSION REPORT

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

** COUNT **

TOTAL PAGES SCANNED : 4
TOTAL PAGES CONFIRMED : 4

*** SEND ***

No.	REMOTE STATION	START TIME	DURATION	#PAGES	MODE	RESULTS
1	RED DEER	2-14-95 13:59	1:43"	4/ 4	EC	COMPLETED 9600

TOTAL 0:01:43" 4

NOTE:

No. : OPERATION NUMBER 48 : 4800BPS SELECTED EC : ERROR CORRECT G2 : G2 COMMUNICATION
PD : POLLED BY REMOTE SF : STORE & FORWARD RI : RELAY INITIATE RS : RELAY STATION
MB : SEND TO MAILBOX PG : POLLING A REMOTE MP : MULTI-POLLING RM : RECEIVE TO MEMORY

**THE CITY OF RED DEER**

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Al-Terra Engineering Ltd.
502, 5000 Gaetz Avenue
Red Deer, Alberta
T4N 6C2

FAXED 340-3038 (Copy)
Original Mailed

Att: Martin Brocks

Dear Sir:

RE: PROPOSED LAND USE BYLAW AMENDMENT 2672/F-95
ANDERS EAST - PHASE 4

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Land Use Bylaw Amendment 2672/F-95 provides for the development of 19 single family parcels and 2 municipal reserve parcels in Anders East / Phase 4, by Anders East Developments Ltd. (c/o Al-Terra Engineering Ltd.).

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... / 2

*a delight
to discover!*

Al-Terra Engineering Ltd.
February 14, 1995
Page 2

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

Sincerely,



KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Principal Planner
Council and Committee Secretary, S. Ladwig

NO. 5

DATE: February 6, 1995
TO: City Clerk
FROM: Director of Corporate Services
RE: 1995 AND 1996 BUDGET APPROVALS

The following items require Council approval:

1. Minutes of the Budget Meetings for Tuesday, January 24, 1995 and Thursday, January 26, 1995
2. Administrative Rules for a two year Operating Budget
3. 1995 and 1996 Expenditure and Revenue operating budgets by Department and the Major Capital Budget.

The requisition amounts for school purposes are not yet known and are not included in the budget figures. It is intended to bring these figures back to Council in late April when the mill rate bylaw is approved.

The 1995 and 1996 Operating Budget figures are based on a 0% increase in property tax rates.

Requested Action

Approval of the items listed in this report.



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

AW/jt
Att.

ADMINISTRATIVE RULES FOR A TWO YEAR OPERATING BUDGET

- Expenditures budgeted for the second year will not be incurred until the second year.
- Where reduced rates can be obtained by tendering for two years, such tenders will call for the second year's work not to be done until the second year. Commitments for the second year will not exceed 50% of a department's operating expenditure budget.
- For the second year, when the second year becomes the first year of the two year budget being reviewed by Council, it is anticipated significant budget changes would not normally be made by Council unless:
 - changes are required because of unanticipated significant changes in revenues or expenditures, or
 - the basis on which the budget had been prepared was revised by Council, e.g. prepared based on a 0% tax increase but Council changed it subsequently to a 1% tax increase, or
 - Council has identified a specific program for review and reconsideration, e.g. Day Care.

THE CITY OF RED DEER
1995 & 1996 OPERATING AND MAJOR CAPITAL BUDGETS
AS OF JANUARY 30, 1995

FUNCTION	1995 BUDGET			1996 BUDGET		
	TOTAL EXPENDITURE	TOTAL REVENUE	NET	TOTAL EXPENDITURE	TOTAL REVENUE	NET
OPERATING BUDGETS:						
Assessment & Tax	\$666,397	\$101,713	\$564,684	\$665,784	\$101,100	\$564,684
Elected Officials & City Clerk	904,410	192,216	712,194	773,614	62,220	711,394
Mayor & City Commissioner	406,750	6,108	400,642	404,088	3,100	400,988
City Hall Operation	657,739	38,795	618,944	621,238	12,294	608,944
Community Services Administration	231,957	231,957	0	231,279	231,279	0
Community Services General	2,166,043	235,169	1,930,874	2,136,565	204,493	1,932,072
Computer Services	1,006,058	361,079	644,979	1,003,553	361,076	642,477
Electric, Light & Power	41,369,402	40,375,440	993,962	42,122,310	41,130,610	991,700
Engineering Services	1,462,069	617,574	844,495	1,461,427	608,642	852,785
Engineering Services Directorate	179,635	179,635	0	181,052	181,052	0
Financial Services Directorate	146,799	146,799	0	146,825	146,825	0
Fire & Ambulance Services	6,615,372	724,679	5,890,693	6,595,717	728,672	5,867,045
General City Operations	4,048,232	40,160,898	(36,112,666)	3,509,499	39,677,649	(36,168,150)
Land & Economic Development	8,968,825	7,168,376	1,800,449	6,743,732	4,940,360	1,803,372
Parking Fund	686,123	686,123	0	663,968	663,968	0
Parks	2,879,671	417,622	2,462,049	2,899,588	387,413	2,512,175
Personnel	596,865	58,493	538,372	587,470	53,060	534,410
Police	7,383,184	924,918	6,458,266	7,376,811	902,434	6,474,377
Protective Inspections	834,477	809,909	24,568	840,597	812,600	27,997
Public Works	31,317,723	25,254,306	6,063,417	31,297,033	25,171,210	6,125,823
Recreation & Culture	4,214,595	1,639,100	2,575,495	4,246,795	1,685,965	2,560,830
Social Planning	2,489,228	1,356,629	1,132,599	2,396,818	1,245,338	1,151,480
Transit	2,795,504	1,512,933	1,282,571	2,922,627	1,636,104	1,286,523
Treasury Services	2,355,537	1,182,124	1,173,413	2,299,641	1,180,567	1,119,074
TOTAL OPERATING BUDGETS	\$124,382,595	\$124,382,595	(\$0)	\$122,128,031	\$122,128,031	(\$0)
MAJOR CAPITAL BUDGET	22,244,000	22,244,000	0	9,394,000	9,394,000	0
TOTAL OPERATING AND CAPITAL BUDGETS	\$146,626,595	\$146,626,595	(\$0)	\$131,522,031	\$131,522,031	(\$0)

COMMENTS:

We concur with the recommendation of the Director of Corporate Services.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: FEBRUARY 14, 1995

TO: DIRECTOR OF CORPORATE SERVICES

FROM: CITY CLERK

RE: 1995 AND 1996 BUDGET APPROVALS

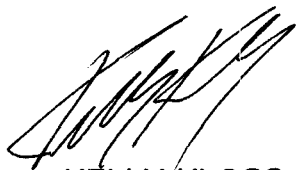
At the Council Meeting of February 13, 1995, consideration was given to your report dated February 6, 1995 concerning the above topic and at which meeting the following resolutions were passed:

"RESOLVED that Council of The City of Red Deer having considered report from the Director of Corporate Services dated February 6, 1995, re: 1995 and 1996 Budget Approvals hereby approves the 1995 Operating and Major Capital Budgets as summarized in the above noted report, and as presented to Council February 13, 1995."

"RESOLVED that Council of The City of Red Deer having considered report from the Director of Corporate Services dated February 6, 1995, re: 1995 and 1996 Budget Approvals hereby approves the 1996 Operating and Major Capital Budgets as summarized in the above noted report, and as presented to Council February 13, 1995."

"RESOLVED that Council of The City of Red Deer having considered report from the Director of Corporate Services dated February 6, 1995, re: 1995 and 1996 Budget Approvals hereby approves the Administrative Rules for a two year Operating Budget as summarized in the above noted report, and as presented to Council February 13, 1995."

The decisions of Council in this instance are submitted for your information and appropriate action. Congratulations on completing another successful Budget.



KELLY KLOSS
City Clerk

KK/clr

DATE: January 31, 1995

TO: KELLY KLOSS
City Clerk

FROM: LOWELL R. HODGSON
Community Services Director

RE: ALBERTA LOTTERY REVIEW

A Provincial Lottery Review Committee has been struck to provide an opportunity for Albertans to make recommendations on the future distribution of lottery revenues. Public hearings are being held across the province, and I have requested time at the Lacombe hearing on February 20, 1995. At this moment, we are on a waiting list, however, I have spoken with Chairman Judy Gordon and she has indicated that they will find an opportunity for our presentation.

The Family and Community Support Services Board and the Recreation, Parks & Culture Board recently struck a joint committee to consider the attached discussion paper, with the purpose of drafting a municipal response to this paper. Two meetings were held and the attached brief is the recommended response from the City of Red Deer.

The essence of this response is that the City of Red Deer support the ongoing allocation of lottery revenue to the foundations and agencies as they currently exist, but that all revenue generated from video lottery terminals be returned to municipalities on a per capita basis, allowing municipalities to distribute these funds to meet local needs within the broadly defined priorities identified by the provincial "community-based council". Municipalities would distribute these funds through infrastructures already in place such as F.C.S.S. and Recreation, Parks & Culture Boards and, in so doing, systems already in place would be used rather than creating further bureaucracies.

A further significant recommendation in this brief is that lottery and gaming money should not be used to support basic essential services, but should remain as separate earmarked funds to enhance existing services. Likewise, lottery funds should not be taken as general revenue by the Province and allocated as part of their regular budget.

RECOMMENDATION:

That Council of the City of Red Deer endorse the brief prepared by the F.C.S.S. Board and the Recreation, Parks & Culture Board responding to the Alberta Lottery Review Committee, and that this same response be given to the hearing to be held in Lacombe on February 20, 1995 and as recommend to City Council on February 13, 1995.



LOWELL R. HODGSON
Community Services Director



DON BATCHELOR
Rec., Parks & Culture Manager



COLLEEN JENSEN
Social Planning Manager

:lb
Attach.

ALBERTA LOTTERY FUNDING BRIEF

Prepared and Submitted by
Red Deer and District
Family and Community Support Services Board
and
Red Deer Recreation, Parks and Culture Board

BACKGROUND

- Non-profit groups and agencies in the city of Red Deer and surrounding area are being forced to generate a great deal of funding in an independent manner, rather than rely on government tax generated dollars.
- These same agencies are experiencing difficulty in fundraising, particularly over the past two years. It appears that the introduction of VLTs in the community have been one of the major contributing factors in declining fundraising dollars.
- We are aware that significant amounts of lottery and gaming money is leaving our community.
- It has also become apparent that there are related social problems beginning to develop, particularly gambling addictions, which is of great concern to the community.

The Red Deer and District Family and Community Support Services Board and the Red Deer Recreation, Parks and Culture Board have reviewed the discussion paper entitled "New Directions, Alberta Lotteries" and provide the following submission of concern and suggested direction.

ISSUE #1: What should lotteries funding be used for?

- Lottery and gaming money **SHOULD NOT** be used to support basic essential services. It should remain as separate, earmarked funds and **SHOULD NOT** be taken as general revenue by the Province and allocated as a part of the regular budget.
- Money (particularly from VLTs) that has left communities should be given back to communities to distribute for programs, special funds and projects, **in addition to base funding**, that reflect a need that has been identified in that particular community.

- 2 -

- Money should continue to be spent on programs and projects that will enrich the quality of life and wellbeing of people in the community.

ISSUE #2: Are there better ways of allocating lottery revenues?

- The formation of a "community-based council" at the provincial level has some merit. This council should be advisory to the provincial government and should have authority to recommend broad guidelines and regulations for the allocation of lottery funding. The guidelines should include:
 - the type of general areas that lottery funds can be used for (i.e., sports, social programs, culture, agriculture, etc.)
 - an accountability process to ensure funding is spent in an acceptable manner
 - an evaluation process of the program and funding areas, as needs and economic climate changes.
- Revenue generated by VLTs should be allocated to municipalities on a per capita basis. Municipalities should have the authority to allocate the money, according to the guidelines developed by the provincial "community-based council", but meet the local needs with priorities identified by the community. Municipalities must have the authority to decide on the distribution method as well, as they may choose to utilize infrastructures already in place such as Family and Community Support Services Boards, Recreation, Parks and Culture Boards or other community groups such as United Way. Regional cooperation should be strongly encouraged. The emphasis should be to utilize systems already in place, rather than to create new systems. Through allocation at the local or regional level, the difficulties with overlap and duplicate funding should be resolved.
- It is felt that non-profit foundations (such as the Wild Rose Foundation, Community Development Foundation) should remain in place, and should continue to allocate funds as currently exists. These foundations have generally worked well and are in a position to assess the broader provincial needs and thus can allocate in a different manner than the funding that should revert back to communities.
- Regulations for raffles should be changed to allow small scale raffles that generate under \$5,000 to operate without a special license and without major accountability requirements. Municipalities should not be asked to take on the licensing of these small raffles.

ISSUE #3: How can we improve accountability?

- If the provincial "community-based council" develops guidelines for allocation, and money is given to municipalities to distribute, all communities will be allocating in a consistent

- 3 -

manner even though specific community needs in each community are being met. The municipality will ensure accountability of funding spent, as it will be done at the local level where the specific outcomes are visible. The decisions made at the local level on how to allocate funding will be very open and will likely require public input in some form.

- Non-profit agencies will be accountable to the municipality and the municipality will, in turn, be accountable to the provincial "community-based council".

ISSUE #4: What is the impact of VLTs on community organizations?

- Community organizations are experiencing a very difficult time fundraising subsequent to the introduction of VLTs in our community. Bingos, which have been a main source of revenue for community non-profits, have significantly decreased in payouts with substantially less attendance. Other gaming revenue sources such as Nevada tickets have also decreased to almost nil. Communities need the revenue generated by VLT's back in communities! If VLT revenue is distributed to municipalities on a per capita basis, all communities will benefit in a fair manner. Again, regional cooperation will ensure an even greater reflection of communities meeting needs.

ISSUE #5: How should casinos operate?

- Regulations for casinos should also be recommended by the provincial "community-based council". Owners of casinos should only be allowed to have non-profit community groups operate casinos, as is currently the practice. This will allow the revenue generated to remain in the community.
- The Province SHOULD NOT license large scale privately owned casinos, as such operations would, again, take money from communities and the non-profit groups. There is also a great concern that such casinos would also generate social problems that would be costly for Alberta in the long run.

ISSUE #6: How do we address problem gambling?

- Limiting the number of VLTs would be one way of addressing the gambling issue at the source. If the terminals are not so readily available, gamblers will be less likely to gamble.
- For those that are already experiencing addiction, counselling should be made available

to assist the individual and their families get back on track. Counselling programs should be funded through revenue gained by the Province as a result of gaming and lotteries. The money currently allocated to this area through AADAC is not enough to address the seriousness of the problem.

- A public education program would also be valid. Community agencies who currently do similar work would be the most appropriate delivery mechanism, thereby utilizing existing agencies rather than developing something new.

SUMMARY

The Red Deer and District Family and Community Support Services Board and the Red Deer Recreation, Parks and Culture Board believe strongly that VLT revenue must be allocated back to communities. It must be clear, however, that the lottery money is not a replacement for money now allocated to basic, essential services, but will be of supplemental assistance to community organizations in the devliery of programs and for special innovative projects that meet priority needs in each community.

**ROGER CLARKE, Chairman
Red Deer and District
Family and Community Support
Services Board**

**MONICA BAST, Chairperson
Red Deer Recreation,
Parks and Culture Board**

95/01/23

COMMENTS:

We concur with the recommendation of the Community Services Director.

"G. SURKAN"
Mayor

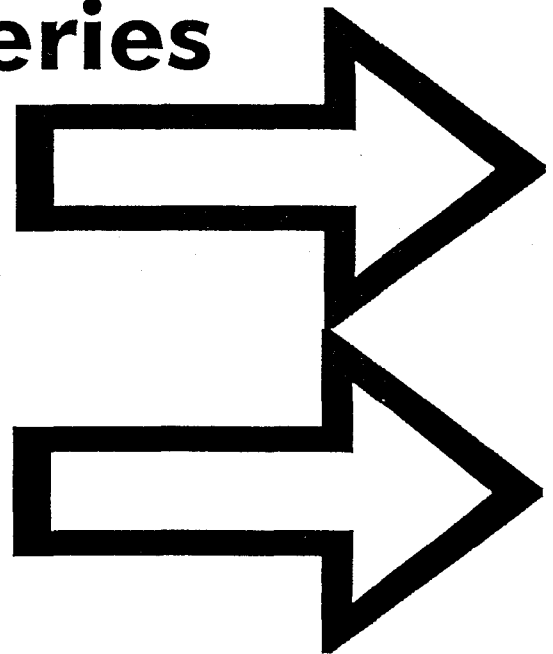
"M.C. DAY"
City Manager

COUNCIL MEETING OF FEBUARY 13, 1995

ATTACHMENT TO REPORT ON OPEN AGENDA

**RE:
ALBERTA LOTTERY REVIEW**

New Directions Alberta Lotteries



Discussion Paper

Alberta
LOTTERY REVIEW COMMITTEE

Lottery Review Committee Members

Judy Gordon, MLA Lacombe-Stettler (Chair)

Roy Brassard, MLA Olds-Didsbury

David Coutts, MLA Pincher Creek-Macleod

Bonnie Laing, MLA Calgary-Bow

Dr. Lyle Oberg, MLA Bow Valley

**Ray Clark, Alderman; City of Calgary
Appointee of Alberta Urban Municipalities Association**

**Sandi Kennedy, Mayor, Town of Okotoks
Appointee of Alberta Urban Municipalities Association**

**Bruce Willerton, Councillor, Municipal District of Wainwright
Appointee of Alberta Association of Municipal Districts and Counties**

Thomas A. Lukaszuk, Edmonton, Public Member

Paulette Patterson, Grande Prairie, Public Member

New Directions Alberta Lotteries

Discussion Paper

January 1995

Alberta
LOTTERY REVIEW COMMITTEE

Why review lotteries funding?

If you're a parent trying to raise funds for your child's swimming team ... a supporter of the arts and cultural activities ... or an organizer for agricultural fairs or the Calgary Stampede ... you know about lotteries. You know that the broad range of lottery and gaming activities in Alberta are a major source of money to support culture, recreation, sports and other important initiatives across the province. There can be little doubt that lotteries funding adds much to our quality of life and the spirit and vibrancy of our communities.

Alberta has a well-regulated system of lotteries and gaming. That system includes ticket and video lotteries, horse racing and charitable gaming - things like bingos and casinos for charitable and volunteer groups. Since 1974, the Alberta government has been responsible for the overall regulation and management of the lottery and gaming industry in the province. A strong provincial role ensures that integrity and security are not an issue in Alberta.

What has become an issue is the sheer volume of lottery income. As you'll see from information on the following pages, the revenue the province gets from lotteries and gaming today is almost four times as much as we received ten years ago.

This tremendous growth has lead Albertans to ask important questions about lottery funding:

- What should lotteries funding be used for?
- Are there better ways of allocating the money?
- How can we improve accountability?
- What impact are things like video lottery terminals having on the ability of community organizations to raise money?
- How do we address problem gambling?
- What is the future of casinos?

These questions and other related issues are the reasons for this review of lotteries funding.

On October 21, 1994, Premier Klein set up the Lotteries Review Committee to consult with Albertans about the future of lotteries funding. Chaired by Judy Gordon, MLA for Lacombe-Stettler, the purpose of the review is to outline some critical issues, to ask Albertans for their views, and to prepare recommendations designed to improve accountability and set a clear new direction for lotteries funding for the future. The Committee's report and recommendations will be tabled in the Legislative Assembly by March 31, 1995.

Setting the context: How much do Albertans spend on lotteries and gaming? And what is the money used for?

As a context for discussing the issue, let's look first at some background information and two key questions: How much do Albertans spend on lotteries and gaming? And what is the money used for?

How much do Albertans spend on lotteries and gaming?

The answer is a lot of money and it's growing dramatically.

In 1983/84, the provincial government received \$602 million in revenues from lotteries and gaming activities. By 1993/94, that figure had grown almost fourfold to \$2.215 billion. Much of that dramatic growth came as a result of the introduction of video lottery terminals (VLTs) in 1992. The most recent projections are that Alberta's gross revenues from lotteries and gaming will grow this year to \$2.6 billion.

What does that mean for each Albertan? It means that, on average, each Albertan used to spend \$382 on lotteries and gaming. By 1993/94, that figure had grown to \$1,170. With the 1994/95 estimates, each Albertan could be spending an average of \$1,427 on gambling.

The new VLTs have had a tremendous impact. In 1991/92, the total revenue from VLTs was only \$19.7 million. But by 1993/94, the revenues from VLTs had climbed to \$864.6 million - \$463 for each Albertan over 18 years of age.

Lotteries funding has gone from a relatively small source of additional revenues to the province, to a major and significant source of funds.

What is lotteries funding used for?

Lotteries funding is used for a wide variety of programs and services: education initiatives, health and wellness programs, science and environment initiatives, the Community Facility Enhancement Program (CFEP), tourism initiatives, recreation and sport, cultural activities and agricultural initiatives. These dollars are returned to communities in the form of grants.

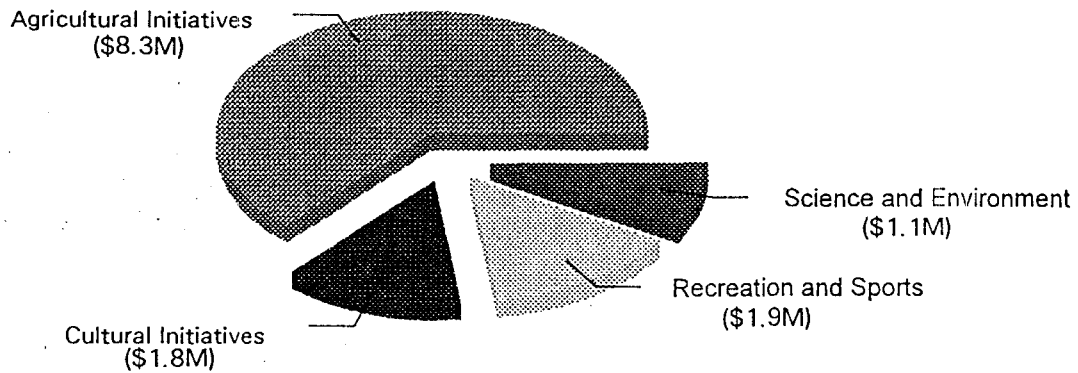
Charts in this section show how the money has been allocated and the summary of payments for 1983/84 and 1994/95.

In many cases, lottery funding goes to a variety of foundations, set up to serve specific purposes or community needs. In turn, these foundations receive applications for funding from community groups and allocate funds to proposals or projects which meet their criteria.

Lottery Revenue Distribution by Funding Category

1983/84

(Millions of Dollars)

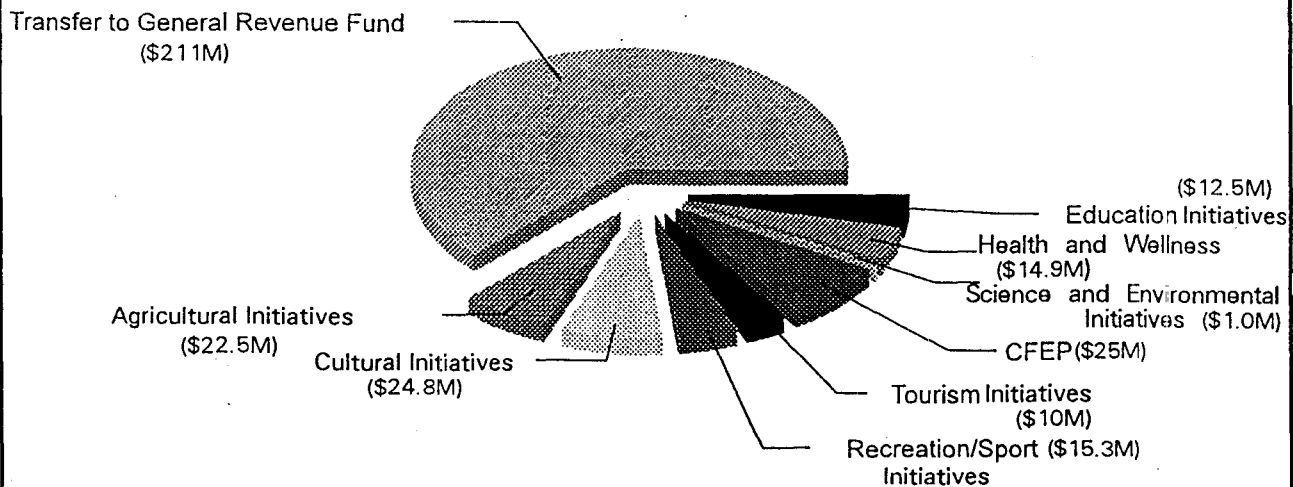


Total: \$13.056 Million

Lottery Revenue Distribution by Funding Category

1994/95

(Millions of Dollars)



Total: \$337.0 Million

In 1994/95, it is estimated that a total of \$125.9 million of lotteries funding will be allocated to communities. That funding is broken down into the following major categories:

- ***Community Facility Enhancement Program - \$24.8 million***
To assist with new construction, renovation or redevelopment of "community wellness" facilities such as outdoor recreation centres, cultural and seniors centres, women's shelters and group homes.
- ***Cultural initiatives - \$24.7 million***
Support for the Alberta Foundation of the Arts, the Alberta Historical Resources Foundation and the Glenbow-Alberta Institute.
- ***Agricultural initiatives - \$22.5 million***
Support for agricultural societies in rural communities, the Calgary Exhibition and Stampede, Edmonton Northlands and other agricultural activities.
- ***Recreation initiatives - \$15.3 million***
Support for the Alberta Sport, Recreation, Parks and Wildlife Foundation as well as related sports and recreation initiatives.
- ***Health and wellness initiatives - \$14.8 million***
Support primarily for the purchase of advanced medical equipment and the Wild Rose Foundation.
- ***Education initiatives - \$12.5 million***
To help provide equity in funding among school jurisdictions. This support will end in 1994/95 when the province takes over full funding of school jurisdictions.
- ***Tourism initiatives - \$10 million***
To support tourism programs and Team Tourism.
- ***Science and environment initiatives - \$950,000***
Primarily to support the Science Alberta Foundation.

In addition to these initiatives, lottery revenues have also become an important source of funding for the provincial budget. Since 1991/92, some lottery fund revenues have been transferred to the general revenues of the province. That money becomes part of government's regular budget and is used to support ongoing programs in health, education, social services and other important priority programs. In 1991/92, \$225 million of lotteries revenue was added to the province's general revenues. In 1993/94, that figure was reduced to \$113 million and in 1994/95, the budgeted amount will go up to \$211 million.

How does this compare to other provinces? Alberta, Saskatchewan and Manitoba are leaders in turning lottery profits over to communities. While Alberta will allocate \$125.9 million to communities in 1994/95, Manitoba will allocate \$124.2 million and Saskatchewan will allocate about \$38 million to communities. Other provinces, including the four Atlantic provinces, Quebec and Ontario, allocate all of their lottery revenues to their province's general revenues. British Columbia spends its lottery revenues on health care.

Currently, the overall budget for lottery funding is considered and approved by the Legislative Assembly. Three-year targets are set out for each of the major categories of allocations from lottery funding. However, within each category, there is a great deal of discretion involved in the approval of individual projects and priorities. Concerns have been expressed that the process should be more open, with clear priorities and processes for approval of projects.

What are the issues?

As we noted earlier, lottery revenues have grown dramatically. And as a result, Albertans are asking some important questions about the future of lottery funding.

First, what should lottery revenues be used for? You've seen how the funds are used now. Ideally, lottery and gaming funds should enrich the quality of life and well-being of Albertans. The Interprovincial Lottery Act says that funding should be directed to recreation and culture and for any other broad purpose which is in the public interest. As lottery revenues continue to grow, it's important that Albertans have a voice in setting the direction for the future. Should we maintain the current approach and priorities, or should we put a new direction in place?

Second, there's the issue of how to allocate the funds, and who decides. Some have suggested that a community-based lottery council should be established in order to open up the process. Related to this, there are questions about whether the process could be streamlined, whether all the regulations we have are necessary, and how we could improve coordination of the funding so that groups and foundations don't get overlapping funding from different foundations and also from government departments.

Third, there is a concern about accountability for lottery revenues. In his 1993/94 report, the Auditor General recommended that changes be made to make the distribution of lottery revenues more accountable and more efficient. He also recommended that the distribution of lottery revenue be subject to review by the Legislative Assembly in the same manner as other public funds, and that the distribution of funds take place under the appropriate government departments to avoid duplication in funding. These recommendations have been accepted by the provincial government. In addition, the Minister responsible for Lotteries, Gaming and Racing has said that there needs to be a more open process for making decisions on the distribution of lottery revenues. A community-based lottery council could suggest how the money should be allocated and increase public input into the process. In addition, local groups receiving lottery funding will be more accountable for their expenditures.

Fourth, there is a serious concern about the impact of VLTs. Information shows that Albertans are spending more and more money on VLTs. People from charitable groups feel that this is having a serious impact on their ability to raise needed money. A group of Mayors from northeastern Alberta have expressed concern that VLTs are responsible for a decline in money available to community organizations. They have suggested that revenues from lotteries and gaming should go directly to municipalities on a per capita basis. They would then be the ones to make decisions on how those funds would be allocated in their communities. With this becoming a bigger source of revenues, it's time to set a clear direction for the use of this money.

Fifth, there are concerns about current casino operations. Community groups in Calgary and Edmonton have asked that the current policy be reviewed, as long waiting lists prevent groups from having more than one casino per year. Also, there is an increasing interest in large-scale casinos to attract tourist dollars. Should we maintain the current policy of charity-run casinos, or should charities be the benefactor of money returned to government from private casino operators, in the form of fees and taxes?

Finally, Albertans are concerned about problems with gambling. Estimates are that over 5 percent of Albertans 18 years and older are problem gamblers. With the introduction of VLTs, some Albertans think that problem gambling is on the rise. To address this concern, at least in part, \$820,000 from lottery revenues goes to AADAC to provide programs to help problem gamblers. That's less than 1 percent of lottery revenues. Plans are for that funding to increase to \$1.065 million in 1995/96 and to just over \$1.1 million in 1996/97.

To focus the discussion of these important issues, the following pages set out each of the issues and raise specific questions for Albertans to discuss. The feedback and advice we receive will set a new direction for lottery funding for the future.

Addressing the issues

ISSUE 1: WHAT SHOULD LOTTERIES FUNDING BE USED FOR?

With increasing lottery funds, it's important that there be a clear purpose for the use of lottery funds and a framework for making decisions about how the funds should be allocated.

Until now, lottery funds have had a very general purpose: to enrich our quality of life. In addition to the wide variety of foundations and community initiatives that are supported, lotteries revenue has also become an important source of revenues for the province, helping to fund priority programs in health and education, and to reduce the deficit.

The question now is this: should we set a clear and special purpose for the use of lottery funds or should we keep a very broad and general purpose? Depending on the purpose we set, what should the priorities be for future lottery funding?

Related to this issue, some people argue that lottery funding is an "add-on." It shouldn't be used to support essential services. As an example, library groups have expressed concerns about shifting library funding from the province's general revenues to lottery funding. In the past year, lottery funding was used on a one-time basis to address the issue of inequities in education funding among school boards. For some Albertans, this begs an important question about whether it is appropriate for lottery funding to be used for basic, essential services.

"Libraries are essential services and shouldn't be subject to inconsistent lottery funding." Penny McKee, Edmonton Public Library, quoted in the *Edmonton Journal*, December 16, 1994.

Consider these questions:

1. What should the purpose be for lottery funding? Should we keep a broad, general purpose or should we narrow the focus to a more specific purpose for lottery funding?

2. Should lottery funding remain as separate, earmarked funds or should they be considered the same as all other revenues of the province and allocated as part of the regular budget process?

3. Should a portion of lottery revenues continue to go to the general revenues of the province to pay for basic government programs and services?

4. Should lottery funds be used to fund essential programs or should those programs be funded completely out of regular government budgets? If programs such as libraries are considered "essential", what other programs currently funded by lotteries funding might also be considered "essential"?

5. *Should lottery funds be used for:*

agriculture
culture
recreation
tourism
education
health and wellness
science and the environment
new facilities in communities
reducing the deficit
reducing the debt
other?

6. *Of the areas listed above, what should the priorities be?*

	Priority
<i>agriculture</i>	
<i>culture</i>	
<i>recreation</i>	
<i>tourism</i>	
<i>education</i>	
<i>health and wellness</i>	
<i>science and the environment</i>	
<i>new facilities in communities</i>	
<i>reducing the deficit</i>	
<i>reducing the debt</i>	
<i>other?</i>	

ISSUE 2: ARE THERE BETTER WAYS OF ALLOCATING LOTTERY REVENUES?

There are a number of issues related to the process we have in place for allocating lottery revenues and how decisions are made.

Some have suggested a community-based lottery council should be set up. This leads to questions about the role such a council would play. Would it advise government on a lottery fund distribution policy? Or would it play a more direct role in recommending overall allocations on an annual basis? Should there be a set of guidelines or principles to guide decisions about the allocation of lottery funds? What should those principles be?

Related to this issue is the concern over duplication and coordination of funding. At times, lottery funding goes to community groups for projects and activities that duplicate programs that are already funded by provincial government departments. In his 1993/94 report, the Auditor General stated that, "... the Lottery Fund grant expenditures continue to overlap areas where responsibility for providing services has been conferred on other departments." Are there better ways of coordinating decisions so that this overlap with the ongoing work of government departments is reduced or eliminated?

Some community groups also feel that various non-profit foundations which receive lottery money often have duplicate or overlapping purposes. The result is that community groups can and do "shop around" among the various foundations in order to get approval and funding for their particular project or initiative.

Finally, questions have been raised about whether Alberta needs the extent of regulation we currently have in place. In Ontario, for example, licensing of non-profit organizations' gaming activities, such as raffles under \$3,000, has been deregulated and authority has been transferred to municipalities. Currently, the Alberta government licenses all raffles. The pie chart on page 15 provides a picture of the number of raffle licences issued for various levels of prize winnings in Alberta.

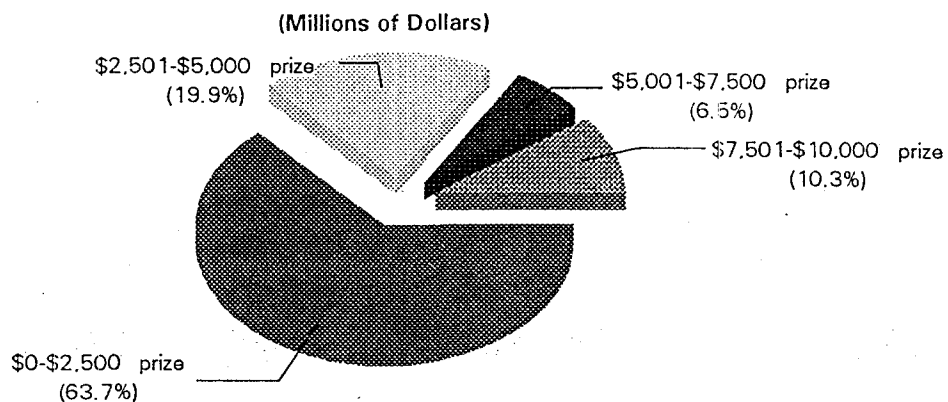
Consider these questions:

- 1. Should there be a set of principles to guide decisions about the allocation of lottery funds? If so, what should those principles be?*
- 2. Should a community-based lottery council be set up? What role should it play? to advise government on appropriate policy? to establish principles and guidelines? to play a more direct role in recommending allocation of lottery revenues?*
- 3. If a community-based lottery council was established, should it seek input from:*
 - municipalities on funding policies? on decisions about distribution of the funds?*
 - community groups on funding policies? on decisions about distribution of the funds?*
- 4. What role should non-profit foundations play in determining the use and allocation of lottery funds? Should these foundations continue to have a major role in distributing lottery funds?*
- 5. What kind of mechanisms should be in place to ensure that lottery funding does not duplicate regular funding from government departments?*
- 6. What kind of mechanisms should be put in place to reduce overlap among the various foundations?*

Raffles

7. Should the province deregulate licensing of small raffles under \$5,000? If so, who should take over licensing responsibility? private registry agents? municipalities? others?

**Number of Raffle Licences Issued in Alberta
by Prize Size
1993/94**



ISSUE 3: HOW CAN WE IMPROVE ACCOUNTABILITY?

Steps have been taken by the government to improve accountability by having lottery funding decisions reviewed by the Legislative Assembly just like any other part of the province's budget.

But there are further steps that could be taken. A community-based lottery council could ensure that the process for allocating lottery revenues is more open and accountable to the public.

With the government's determination to focus on results, and to demonstrate results for the dollars it spends, it will become increasingly important to show that clear results are being achieved in the projects and initiatives that are supported by lottery funding. This means that local groups receiving lottery funding will need to be more accountable for how they spend the money and the results they achieve.

Consider these questions:

- 1. Would the establishment of a community-based lottery council improve accountability for the use of lottery funds? Would it make the process more open and visible to Albertans?*
- 2. Keeping in mind the need to keep rules and regulations simple and easy to accommodate, what mechanisms could be put in place to improve the accountability of local groups which receive lottery funding?*
- 3. What other steps should be taken to improve overall accountability for the use of lottery funds?*

ISSUE 4: WHAT IS THE IMPACT OF VLTs ON COMMUNITY ORGANIZATIONS?

With the significant growth of VLTs, community charitable groups have complained that they simply can't raise the same level of revenues from bingos and raffles. They argue that people are spending more and more on VLTs, leaving less money for people to spend on charities.

"The Royal Canadian Legion's Alberta branches have watched, helpless, as its members have abandoned its pull-ticket gambling in favour of VLTs. 'Our legion used to raise \$70,000 to \$90,000 every year for seniors, minor sports and education and health programs,' says Wainwright Mayor Roger Lehr. 'They were hard pressed to raise \$30,000 this year.'" *Alberta Report, December 1994.*

Let's look at the facts. Tables on page 19 show that revenues from VLTs are increasing, but so are revenues from charitable organization gaming. Since the introduction of VLTs in 1992, there has been a slight decrease in the net profit from charitable gaming in communities outside Calgary and Edmonton, while Calgary and Edmonton have experienced a slight increase.

A group of mayors from northeastern Alberta suggested a new approach for the distribution of lottery funds. They would like to see a new distribution formula with 25 percent of the net proceeds from lotteries being distributed to Alberta municipalities on a per capita basis. This would equal \$32.72 per person.

Consider these questions:

- 1. If volunteer organizations find that their revenues are declining as a result of the introduction of VLTs in the community, should lottery funds be used to offset those declining revenues? If so, on what basis?*
- 2. Should money be transferred to municipalities for distribution within the community?*
- 3. If money should be transferred to municipalities, who should provide input to the municipality on priorities for distribution? How would this relate to the role of the community-based lottery council?*
- 4. Should the provincial government have any role in determining community priorities for distributing lottery dollars?*

Table 1
VLT Gross Revenues Per Year
(millions of dollars)

1991/92	19.7
1992/93	149.4
1993/94	864.6
1994/95 (projected)	1,360.0

Table 2
**Charitable Gaming Sector,
 Net and Gross Revenues**
(millions of dollars)

	Gross Revenues	Net Revenues
1990	600.7	96.4
1991	649.4	98.7
1992	697.9	101.8
1993/94	752.1	106.0

Table 3
**Charitable Gaming Revenue
 for Calgary, Edmonton and the Rest of
 Alberta**
(thousands of dollars)

	Calgary	%	Edmonton	%	Rest of Alberta	%
1990	27,845	28.9	30,167	31.3	38,396	39.8
1991	27,181	27.5	30,560	30.9	40,982	41.5
1992	29,432	28.9	30,573	30.0	41,842	41.1
1993	32,577	30.8	33,334	31.6	39,717	37.6
1994	33,819	31.9	33,219	31.3	38,985	36.8

ISSUE 5: HOW SHOULD CASINOS OPERATE?

Community groups in Calgary and Edmonton have said that lengthy waiting lists result in groups waiting more than a year between casinos. Community groups want to have casinos more often. This would reduce the waiting list, allowing groups to have more than one casino per year, but increasing the number of casinos could result in less money going to each group.

As well, a number of private casino operators and developers are interested in developing a private casino in tourist areas such as Banff or Jasper, or in conjunction with an urban convention centre. Currently, only non-profit community groups receive casino licences.

Consider these questions:

- 1. Should the number of casino licences issued in major cities such as Calgary and Edmonton be increased to allow for more than one casino per year?*

- 2. Should the province licence large-scale privately-operated casinos? If so, where - in tourist areas? urban convention centres?*

ISSUE 6: HOW DO WE ADDRESS PROBLEM GAMBLING?

With the increase in gambling revenues to the province, there is a perception that problem gambling and gambling addiction are on the rise.

With over 5 percent of Albertans having gambling problems, the question becomes, "what should be done?" Currently, less than 1 percent of lottery revenues goes to AADAC to support programs for problem gamblers.

Some Albertans have suggested that problem gambling seems to be increasing as more VLTs are available in communities. As of November 1994, 5,653 VLTs were in operation throughout the province, and up to 6,000 VLTs will be installed by the end of 1994/95. Plans are for more VLTs to be installed, based on market demand. Because of concerns with problem gambling, further VLT installations will be put on hold pending the outcome of this review.

Consider these questions:

- 1. Should the Alberta government continue to expand the video lottery program? Will limiting the number of VLTs help solve problem gambling?*

- 2. What other measures, beyond current programs funded through AADAC should we consider to address problem gambling?*

In Summary

Those are the major issues which have been raised by Albertans.

We want your feedback and advice on these important questions. Please review the questions carefully and forward your written submission to:

**Judy Gordon, MLA
Lottery Review Committee
503 Legislature Building
Edmonton, Alberta T5K 2B6**

In addition, plan to attend one of the public meetings being arranged across the province. Dates, times and locations are outlined on the back cover. If you would like to make a verbal presentation at one of the public meetings, please call **1-800-216-9529** to pre-register.

Notes

Lottery Review Committee Public Meetings

Date	Location	Facility	Time (pm)
January 25	Grande Prairie	Army, Navy and Airforce Centre 10117 - 93 Street GRANDE PRAIRIE	7:00 - 10:00
January 26	Fort Macleod	Elks Hall 301 - 25 Street FORT MACLEOD	7:00 - 10:00
January 30	Peace River	North Peace Catholic Education & Conference Centre 10307 - 99 Street PEACE RIVER	7:00 - 10:00
February 1	Athabasca	St. Gabriel's Catholic Church Hall 5303 - 49 Avenue ATHABASCA	7:00 - 10:00
February 2	Medicine Hat	Medicine Hat Lodge 1051 Ross Glen Drive SE MEDICINE HAT	7:00 - 10:00
February 7	Hanna	Hanna Community Centre 503 - 5 Avenue W HANNA	7:00 - 10:00
February 13	Wainwright	Prairie Ross Centre 731 - 2 Avenue WAINWRIGHT	7:30 - 10:30
February 16	Calgary	Glenmore Inn 2720 Glenmore Trail SE CALGARY	7:00 - 10:00
February 20	Lacombe	Lacombe Memorial Centre 5214 - 50 Avenue LACOMBE	7:30 - 10:30
February 23	Edmonton	Edmonton Northlands Silver Slipper 7300 - 116 Avenue EDMONTON	7:00 - 10:00

If you would like to make a presentation at one of the public meetings
please pre-register by calling, 1-800-216-9529.

DATE: FEBRUARY 14, 1995
TO: DIRECTOR OF COMMUNITY SERVICES
FROM: CITY CLERK
RE: ALBERTA LOTTERY REVIEW

At the Council Meeting of February 13, 1995, consideration was given to your report dated January 31, 1995 concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer having report from the Community Services Director dated January 31, 1995, re: Alberta Lottery Review hereby endorses the brief prepared by the Family and Community Support Services Board and the Recreation, Parks & Culture Board responding to the Alberta Lottery Review Committee and that the same response be given to the hearing to be held in Lacombe on February 20, 1995, and as presented to Council February 13, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust that you will now be submitting the "Alberta Lottery Funding Brief" as prepared by The City, to the Alberta Lottery Review Committee at its upcoming hearing on February 20, 1995.



KELLY KLOSS
City Clerk

KK/clr

cc: Recreation, Parks and Culture Manager
Social Planning Manager
Recreation, Parks and Culture Board
Family and Community Support Services Board



February 15, 1995

Mr. Len Bracko, M.L.A.
Alberta Liberal Municipal Affairs Critic
6th Floor, Legislature Annex
Edmonton, Alberta
T5K 1E4

Dear Mr. Bracko,

Thank you for your letter of January 26, 1995 in which you ask City Council and I to respond to the Alberta Liberal Caucus proposal with respect to lottery funding. The City of Red Deer is responding to the Forum currently touring the province, with a presentation to be made in Lacombe on February 20, 1995. At that time, we will highlight the following:

1. The City of Red Deer is supportive of the existing structure currently used to distribute general lottery funds to foundations and agencies. Policies and procedures are already in place for the distribution of these funds and, generally, we feel they have served the province well and we would not suggest changing it.
2. The City believes, however, that lottery funding should not be used for base support nor should it be used for provincial general revenue; rather, it should be enhancement money for identified projects which serve broad community needs.
3. V.L.T. revenue is the revenue that is now adversely affecting non-profit community service organizations. We are recommending that these funds be returned to communities on a per capita basis, with each local Council distributing these funds according to local community needs. We are also recommending that liberty be given to local municipalities to distribute these funds through whatever existing structures they have in place, such as F.C.S.S. or Recreation, Parks & Culture Boards. We are particularly suggesting that new administrative structures not be created at either the municipal or the provincial level in order to handle these funds. V.L.T. proceeds should be returned to the communities that are generating this revenue. This would ensure those who are closest to the people make the decision for distribution.

...../2

THE CITY OF RED DEER

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

Mr. Len Bracko, M.L.A.
February 14, 1995
Page 2

Thank you for writing. I trust this summarizes the position with The City of Red Deer will be putting forward.

Sincerely,


GAIL SURKAN
Mayor

LH/dh

c.c. L. Hodgson, Director of Community Services, The City of Red Deer
K. Kloss, City Clerk, The City of Red Deer



LEGISLATIVE ASSEMBLY
ALBERTA

LEN BRACKO, M.L.A.
ST. ALBERT

Copy Lowell Hodgson
Colleen Jensen
Kelly Kloss

Mar 22

m.

MAR 20 1995

CITY OF RED DEER

[Handwritten signature]

March 9, 1995

Gail Surkan, Mayor
The City of Red Deer
Box 5008
Red Deer, Alberta
T3N 3T4

Gail
Dear Mayor Surkan:

Thank you for taking the time to write to me with your letter regarding the provincial government's promotion of gambling within our province. I share your concerns and believe that the Klein government is taking advantage of the present harsh economic climate and enticing citizens to risk their financial security to support its addiction to lottery revenues.

It is becoming apparent that when the Alberta government moved toward legalized gambling, no consideration was given to the societal consequences. Negative spin-offs such as addiction, financial despair and competition for fundraising venues amongst charitable organizations are just some of the consequences. Of particular concern to the Liberal Caucus is the proliferation of Video Lottery Terminals. In support of healthy communities, we have called on the government to show the moral courage to phase out these machines across the province.

I have enclosed a copy of the Alberta Liberal Caucus report on gambling and lotteries entitled "Lottery Funds: Discussion and Proposals for Your Consideration" and a Caucus News Release that deals with this subject. I sincerely hope that this information will clarify our position in greater detail.

Again, thank you for sharing your views with me.

Yours truly,

Len

Len Bracko, MLA
St. Albert

Encl.

LB/cf/dc

LEGISLATURE OFFICE:
6TH FLOOR, LEGISLATURE ANNEX
EDMONTON, ALBERTA T5K 1E4
TELEPHONE: (403) 427-2292
FAX: (403) 427-3697

CONSTITUENCY OFFICE:
#334, 7 ST. ANNE STREET
ST. ALBERT, ALBERTA T5P 3M7
TELEPHONE: (403) 459-9113
FAX: (403) 460-9815



February 15, 1995

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Alberta Liberal Municipal Affairs Critic
6th Floor, Legislature Annex
Edmonton, Alberta
T5K 1E4

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Mr. Len Bracko, M.L.A.
February 14, 1995
Page 2

Thank you for writing. I trust this summarizes the position with The City of Red Deer will be putting forward.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gail Surkan".

GAIL SURKAN
Mayor

LH/dh

c.c. L. Hodgson, Director of Community Services, The City of Red Deer
K. Kloss, City Clerk, The City of Red Deer

February 17, 1995

Media Information

Re: Increase in Money Spent on Gambling in Alberta

MR. MITCHELL: Video slot machines, Mr. Speaker, are an insidious and a highly addictive form of gambling. There are 130,000 problem gamblers in this province, and that problem is destroying families and eroding communities. Under this Premier's direction, believe it or not, the money spent on gambling in this province will have increased four times to \$2.6 billion by the end of this year. How does the Premier justify a fourfold increase in gambling while families, communities, and charitable groups in this province are being sacrificed?

MR. KLEIN: Well, the last time I looked charitable groups and community groups were being funded quite heavily through gambling. Through bingos, through casinos, through lotteries, including VLTs, the amount of money that goes back to communities is quite significant, Mr. Speaker. The hon. Leader of the Opposition raises a very good point, and that is: what are we going to do about it? That's what the review committee is all about: to review how the proceeds from gambling can be better distributed for the good of the community, the impact that gambling is having on the community, and to virtually look at all these questions. I know the hon. Member for Calgary-Buffalo conducted his own hearing. We be glad to have the results of that hearing forwarded to the hon. Member for Lacombe-Stettler, and we would welcome their input.

MR. MITCHELL: How many families have to be destroyed in this province, how much damage has to be done to communities while the Premier's Tory-only task force dithers about what to do with gambling revenues in this province and doesn't even consider whether we should have video slot machines at all?

MR. KLEIN: Mr. Speaker, the hon. member is very selective in pointing out one form of gambling. We're looking at all forms of gambling. Is the hon. member saying that casino gambling, full-blown casino gambling with blackjack and with craps and with roulette, is okay, that's all right, that kind of gambling's okay? Is he saying that bingo is okay? Is he saying that lottery 649s and all the pull tickets are okay? Those things are all okay. Will he stand up and clarify the kind of gambling that he approves of? Is horse racing part of it too? Stand up and tell us what kind of gambling he likes.

Increase in Money Spent on Gambling

Page 2

MR. MITCHELL: I just got my next question from the next Leader of the Opposition in this province, Mr. Speaker. What would it take for the Premier to demonstrate his so-called commitment to the people of this province, to show the moral courage to do away with video slot machines altogether?

MR. KLEIN: Mr. Speaker, we're looking at gambling in a global sense. The hon. member is picking out one component of gambling. I would still like to hear what he has to say. Is blackjack okay? I mean, people don't lose money at blackjack? Is roulette okay? Are crap games okay? Right? Is horse racing okay? Are bingos okay? Stand up and tell us that these things are all okay, that every other form of gambling is okay. I would like to hear from him.

For further information contact:

**Grant Mitchell, Leader
Alberta Liberal Caucus
427-2292 or, 233-8250**

**Alberta Liberal Caucus
Communications
427-2292**

Lottery Funds Distribution: Proposals for Your Consideration

The Alberta Liberal Caucus has put forward the following proposals for public discussion. The proposals have been made in an effort to return lottery dollars back to local communities from which the money is originally drawn. At the same time we envision removing the political meddling and micro-management of local affairs that has typified the management of lottery dollars under the current government.

Thank you for taking the time to consider these proposals and objectives. Your suggestions, refinements and comments are always most welcome.

Grandfather Bodies Currently Funded

Bodies currently receiving lottery dollars would be grandfathered at present levels of funding but all other programs would be funded through monies distributed to each region. (Please see Appendix A for the list of organizations.)

Objectives:

- 1) to avoid disruption of current work of these entities.

Per Capita Calculation

Lottery Funds would be distributed to each region of the the province on a per capita basis. A province-wide fixed dollar amount per person has been suggested. The community's entitlement would be calculated annually based on population, this money would be transferred to the local level of government, e.g. city, town, or regional council (county, municipal district, etc.)

Objectives:

- 1) to have local level of government closest to citizens decide what needs are and how the money would be best spent.
- 2) to give local level of government a relatively stable income flow thereby making budgeting easier for local governments. (especially compared to schemes where the community would be entitled to a percentage of the amount wagered within the community boundaries)

Eliminate Provincial Bureaucracy

Provincial funds for Community Tourism Action Program (CTAP) and Community Facilities Enhancement Program II (CFEP II) programs would be redirected to local municipalities.

Objectives:

- 1) to eliminate redundant provincial government bureaucracies.
- 2) to return decision making closer to citizens, to their local level of government, to elected representatives of the people responsible to voters and NOT to appointed, delegated, councils or authorities
- 3) to eliminate provincial government political meddling in which groups should receive funding and which should not.

Subsidies for Arts, Multiculturalism, Sports: A Local Decision

A municipal council would decide how much if any lottery proceeds designated for that municipality should go into professional sports teams regardless of whether the team is community owned or privately owned.

Objectives:

- 1) to provide a municipality the wherewithal to subsidize a professional sports team or facility if that municipality feels the team or facility benefits the citizens.
- 2) to ensure those closest to the decision regarding subsidies for professional sports located elected officials will be answerable for those decisions.

Surplus Used to Pay Down Debt

Once annual allotments have been calculated and transferred to the municipalities remaining funds to be used to pay down the province's longterm debt. (The Alberta Liberal Caucus has put forward a plan for the orderly repayment of Alberta's debt over the next 24 years in its discussion paper, "20/20 Vision")

Objectives:

- 1) to pay down Alberta's debt through an orderly, determined, reasoned plan.
- 2) to ensure traditional provincial income flows are available for maintenance of core provincial public services such as healthcare and education.

Elimination of VLTs

Video Lottery Terminals are destroying people's and families' lives. VLTs are proving to be deadly competition for community, sport, cultural, arts, and educational groups' fundraising activities.

The Alberta Liberals will arrange for the orderly removal of these pernicious machines from the province of Alberta.

Objectives:

- 1) to remove this most addictive of gambling forms to protect individuals and families.
- 2) to ensure that gaming and lottery dollars continue to support traditional community fundraising groups rather than being sucked up by the government via the Alberta Lotteries Corporation.

Prohibition on Private Casinos

The Klein government has mused over permitting privately owned and operated Las Vegas-style casinos to operate in Alberta. Particular attention has been given to the mountain parks, eastern slopes and the cities of Edmonton and Calgary.

The Alberta Liberals are calling for a prohibition on this type of casino operating within the province of Alberta. Any casinos operating or starting up in the province should continue to follow the current model of casino operation. These casinos are staffed by community group and charity volunteers and the proceeds from these operations are returned to the charity or community group hosting the casino. The mountain parks and provincial parks are not suitable sites for casinos.

Objectives:

- 1) to protect the fundraising efforts of community groups and charities
- 2) to protect the social fabric of the province
- 3) to protect the mountain parks and guarantee that use of the parks is consistent with that which was intended upon their creation

Reining in of Alberta Lotteries Corporation

The Alberta Lotteries Corporation controls hundreds of millions of dollars. The Corporation is currently responsible only to its governing board which is appointed by the minister responsible for lotteries.

The Alberta Liberal Caucus believes that this corporation should be reined in. The expenditures of the corporation must be presented to the Legislative Assembly of Alberta for approval and its actual expenditures should be included in the province's public accounts. This view is supported by the Auditor General of the Province of Alberta.

Objectives:

- 1) to ensure that the elected representatives of the people of Alberta have effective powers of review and control over a corporation which expends tens of millions of dollars belonging to the people of Alberta.

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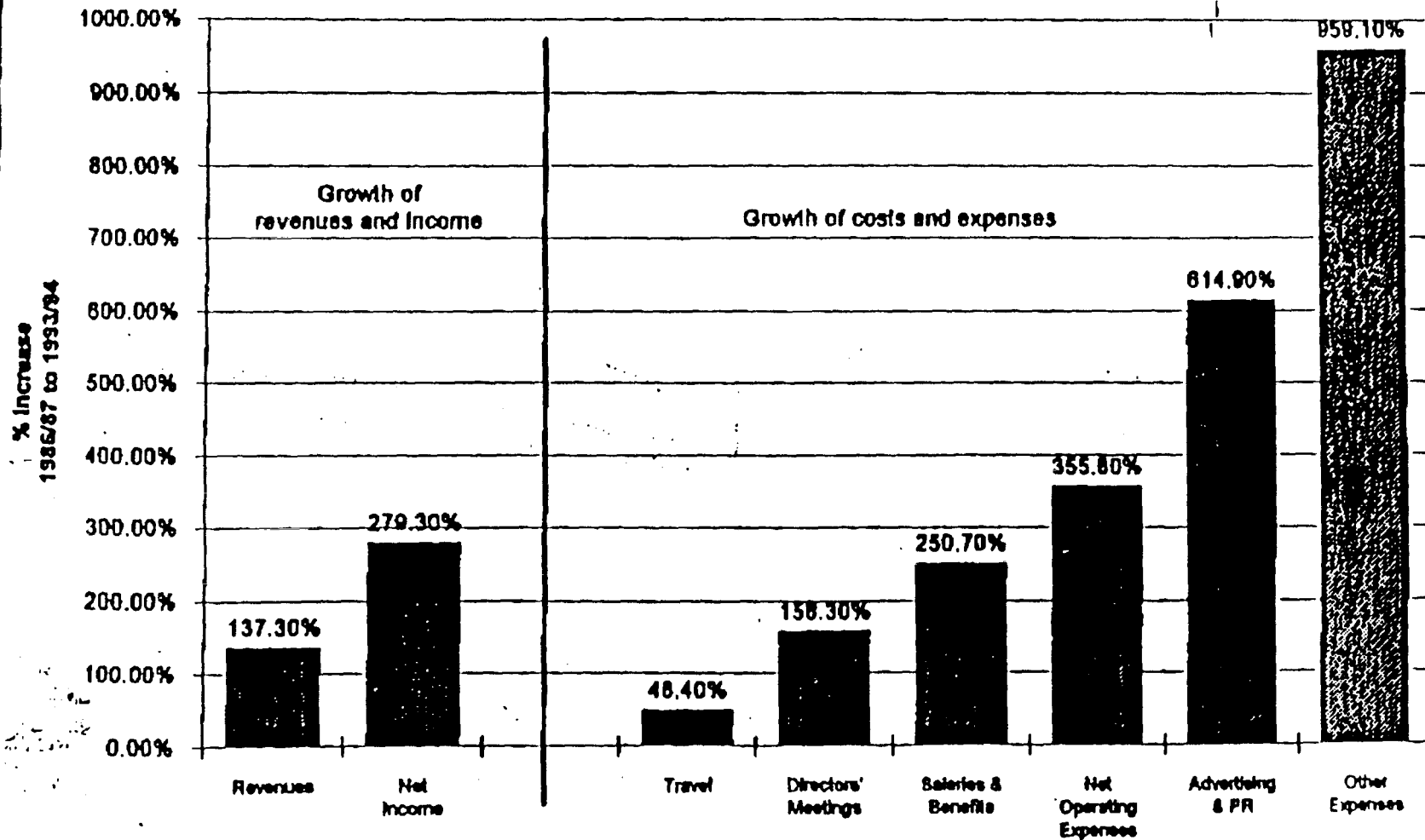
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Alberta Lotteries: Who's In Charge

Alberta Lotteries' Increases in revenues & income versus costs & expenses*



*Data from Alberta Lotteries Annual Reports
1986 through 1993/94

Appendix A

1993-94 Lottery Fund Commitments

Amount

Advanced Medical Equipment Purchases	\$ 5.000 million
Agricultural Exhibitions and Fairs	\$ 6.880 million
Agricultural Initiatives	\$ 2.950 million
Agricultural Societies' Fair Grants - Class A	\$ 0.900 million
Agricultural Societies' Fair Grants - B, C, D	\$ 1.800 million
Alberta Environmental Research Trust	\$ 0.200 million
Alberta Foundation for the Arts	\$ 15.754 million
Alberta Historical Resources Foundation	\$ 2.850 million
Alberta Sport Council and Recreation, Parks and Wildlife Foundation	\$ 14.885 million
1994 Artic Winter Games	\$ 0.100 million
Calgary Exhibition and Stampede	\$ 5.000 million
1995 Canada Winter Games	\$ 2.712 million
Chinook Arch Regional Library System	\$ 0.250 million
Citizenship and Heritage Secretariat	\$ 2.475 million
Community Facility Enhancement Program II	\$ 30.000 million
Education Equity	\$ 17.500 million
Edmonton Northlands	\$ 5.000 million
Ex Terra Foundation	\$ 1.940 million
Glenbow-Alberta Institute	\$ 3.200 million
Medical Innovation Program	\$ 2.266 million
Municipal Anniversary Grants	\$ 0.014 million
Museums and Heritage Preservation Assistance	\$ 0.500 million
Science Alberta Foundation	\$ 0.750 million
Scouts Canada 1993 Jamboree	\$ 0.144 million
Tourism Initiatives	\$ 10.000 million
Transfer to the General Revenue Fund	\$ 113.000 million
Western Heritage Centre Cochrane	\$ 3.000 million
Wild Rose Foundation	\$ 6.600 million

Total

\$ 255.670 million

1995 Gaming and Lottery Survey

Please circle the number or response which best corresponds to your opinion.

1. Gambling and lotteries are socially harmful activities.

strongly 1 2 3 4 5 strongly 6
disagree agree no opinion

2. Privately owned and operated, Las Vegas-style casinos should be allowed to operate in Alberta.

strongly 1 2 3 4 5 strongly 6
disagree agree no opinion

3. A portion of the proceeds from gambling and lotteries should be returned to municipalities using a formula based on a set number of dollars per person.

strongly 1 2 3 4 5 strongly 6
disagree agree no opinion

4. The number of video lottery terminals (VLTs) in Alberta is currently limited to 6,000 units. The number of VLTs in operation should be:

- a. increased
- b. decreased
- c. kept constant
- d. allowed to float to whatever number the market will bear.

5. A percentage of gaming and lottery proceeds should be set aside specifically for:

- | | | | |
|----------------------------------|-------|----------|------------|
| a) non-profit arts groups | agree | disagree | no opinion |
| b) recreation and amateur sports | agree | disagree | no opinion |
| c) professional sports teams | agree | disagree | no opinion |
| d) debt reduction | agree | disagree | no opinion |
| e) treating gambling addictions | agree | disagree | no opinion |
| f) community/human services | agree | disagree | no opinion |

6. Fact-finding legislative committees paid for with taxpayers' dollars should be made up of MLAs from both government and opposition parties.

strongly 1 2 3 4 5 strongly 6
disagree agree no opinion

7. My town/city of residence is: _____

Thank you for your time and thoughts! Survey results will be tabulated and then publicly tabled during the next session of the Alberta Legislature which commences Monday, February 13, 1995.

NO. 7

CS - P - 5.264

DATE: January 26, 1995

TO: KELLY KLOSS
City Clerk

FROM: DON BATCHELOR
Parks Manager

RE: PROPOSED CEMETERY BYLAW 3126/95

City Council approved a number of operational changes for the two Red Deer Cemeteries at the regular meeting of Council January 16, 1995. These changes now require an amendment to the Cemetery Bylaw which has been prepared by the City Solicitor, and is attached.

The City Solicitor was of the opinion that the bylaw required consolidation and reformatting; therefore, the attached proposed Bylaw 3126/95 is intended to repeal and replace the existing Bylaw 2952/88. Changes, as proposed in this bylaw, have been discussed with the funeral homes and monument companies and can be summarized as follows:

- A new style of above-ground, cremated-remains monument will be permitted.
- Cemetery records are to be considered personal and confidential for family members and archival purposes only.
- Pre-need sale of burial liners shall be the responsibility of the City.
- At-need sale of burial liners and vaults shall be the responsibility of funeral homes.
- The installation of all monuments/foundations, vaults and liners shall be the responsibility of the City.
- Remains or cremated remains of an adult cannot be buried in a youth lot.
- Revised cemetery fees reflecting approximately a 3% increase.

The proposed bylaw, as drafted, adheres to the January 16, 1995, resolution of Council, and will provide the fee structure to achieve the 1995 budgetary guidelines supported by Council during the budget deliberations on January 23, 1995.

The immediate enactment of this bylaw is requested such that the necessary fee structure and operational changes can be realized for all of 1995.

RECOMMENDATION

That City Council give three readings to Bylaw 3126/95


DON BATCHELOR

:ad

Att.

- c. Lowell Hodgson, Community Services Director
Cheryl Adams, Council/Committee Secretary
Ron Kraft, Parks Construction/Maintenance Superintendent

COMMENTS:

We concur with the recommendation of the Recreation, Parks & Culture Manager that Council proceed with 3 readings of the Bylaw.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: FEBRUARY 14, 1995
TO: RECREATION, PARKS AND CULTURE MANAGER
FROM: CITY CLERK
RE: CEMETERY BYLAW 3126/95

At the Council Meeting of February 13, 1995, consideration was given to your report dated January 26, 1995 concerning the above topic and at which meeting three readings were given to the above noted bylaw, a copy of which is attached hereto.

This office will now correspond with the cemetery and monument companies regarding Council's decision and will also forward to them a copy of the new bylaw.

Trusting you will find this satisfactory.



KELLY KLOSS
City Clerk

KK/clr
attchs.

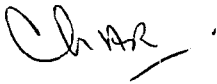
cc: Director of Community Services

DATE: FEBRUARY 14, 1995
TO: RECREATION, PARKS AND CULTURE MANAGER
FROM: CHARLAINE RAUSCH
RE: NEW CEMETERY BYLAW 3126/95

Following is a list of companies who received the attached letter and copy of the new Cemetery Bylaw:

Everest
Red Deer Granite and Bronze
Red Deer Monumental Ltd.
Central Monument
The Memorial Society of Red Deer & District
Metcalf Funeral Chapel Ltd.
Parkview Funeral Chapel
Red Deer Funeral Home Ltd.
Sylvan Lake Funeral Home
Wilson's Funeral Chapel
Rocky Funeral Home
Eventide Funeral Chapels Ltd.
Bowker's Funeral Homes (Ponoka) Ltd.
Remco Memorials Ltd.

Just for your information and records.


CHARLAINE L. RAUSCH
City Clerk's Office

/clr
attchs.



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Everest
R. R. 1, Box 1021B
Sylvan Lake, Alberta
T0M 1Z0

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



*a delight
to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Red Deer Granite & Bronze
4820 - 45 Street
Red Deer, Alberta
T4N 1K5

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Red Deer Monumental Ltd.
4802 - 51 Avenue
Red Deer, Alberta
T4N 4H3

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Central Monument
4916 - 48 Avenue
Innisfail, Alberta
T4G 1N7

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



*a delight
to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

The Memorial Society of Red Deer & District
Box 817
Red Deer, Alberta
T4N 5H2

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



*a delight
to discover!*

**THE CITY OF RED DEER**

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Metcalf Funeral Chapel Ltd.
4200 - 49 Avenue
Innisfail, Alberta
T0M 1A0

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Parkview Funeral Chapel
Box 186
Castor, Alberta
T0C 0X0

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



*a delight
to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Red Deer Funeral Home Ltd.
6150 - 67 Street
Red Deer, Alberta
T4P 3M1

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Sylvan Lake Funeral Home
Box 400
Sylvan Lake, Alberta
T0M 1Z0

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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to discover!*

**THE CITY OF RED DEER**

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Wilson's Funeral Chapel
P.O. Box 339
Lacombe, Alberta
T0C 1S0

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Rocky Funeral Home
4804 - 48 Street
Rocky Mountain House, Alberta
T0M 1T0

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Eventide Funeral Chapels Ltd.
4820 - 45 Street
Red Deer, Alberta
T4N 1K5

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Bowker's Funeral Homes (Ponoka) Ltd.
Box 4007
Ponoka, Alberta
T4J 1R5

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



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to discover!*



THE CITY OF RED DEER

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

Remco Memorials Ltd.
5017 - 45 Street
Red Deer, Alberta
T4N 1K8

Dear Sir/Madam:

RE: CITY OF RED DEER CEMETERY BYLAW 3126/95

At The City of Red Deer's Council Meeting held on Monday, February 13, 1995, a new Cemetery Bylaw was passed, a copy of which is attached hereto.

Bylaw No. 3126/95 takes effect immediately. If you have any questions or require clarification, please do not hesitate to contact Mr. Don Batchelor, the Recreation, Parks and Culture Manager for The City of Red Deer.

Trusting you will find this satisfactory.

Sincerely,

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: D. Batchelor, Recreation, Parks and Culture Manager
C. Adams, Council and Committee Secretary



*a delight
to discover!*

NO. 8

DATE: February 6, 1995
TO: City Clerk
FROM: Fire Marshal
RE: FEES FOR SERVICE BYLAW 3106/94

We are requesting that Council amend the Fee Schedule in Bylaw 3106/94 to the new fees (attached) that Council approved at budget approval.

If you require any further information please contact the writer.



Cliff Robson
Fire Marshal

/co

DATE: February 7, 1995
TO: City Clerk
FROM: Fire Marshal
RE: REVISIONS TO BYLAW 3106/94

Inspections, re-inspections and second re-inspections are new fees for service.

The approvals for sprinkler, standpipe/hose and fire alarm systems are charged at a rate of so much per square meter of floor area rather than a flat rate as in the previous bylaw.

All other fees for service have been increased to recover the anticipated cost for the service provided.



Cliff Robson
Fire Marshal

/co

COMMENTS:

We concur with the request of the Fire Marshal that Council amend the Bylaw to reflect the new fee schedule approved in the budget.

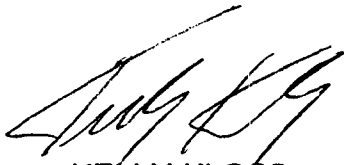
"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: FEBRUARY 14, 1995
TO: FIRE CHIEF
FROM: CITY CLERK
RE: FIRE DEPARTMENT FEES AND CHARGES
BYLAW AMENDMENT 3106/A-95

At the Council Meeting of February 13, 1995, consideration was given to your report dated February 6, 1995 concerning the above. At this meeting two readings were given to Bylaw 3106/A-95 with third reading to be considered at the February 27, 1995 Council Meeting.

In addition to the above, Council requested that you provide the actual average cost of each item outlined in Schedule "C" which represents the target figure that the Department is working towards in the three year business plan. The purpose of this information is for Council to review the amount these services are subsidized by The City. Once you have this information compiled I trust that you will forward it to this office so that we can circulate same to Council Members.



KELLY KLOSS
City Clerk

KK/clr

cc: Director of Corporate Services
Director of Development Services

NO. 9

DATE: February 7, 1995

TO: City Clerk

FROM: City Assessor

RE: BUSINESS TAX/BYLAW/DUE DATES/PENALTIES/1995 RATE

BUSTAX.FIN

As a result of the new Municipal Government Act, there are a number of changes required to the existing Business Tax Bylaw. Due to the large number of changes required, a new bylaw is being recommended.

The 1995 Municipal Government Act, Section 374, requires a method of assessment be used to prepare assessments. The choices are as follows:

1. Percentage of gross annual rental
2. Storage capacity
3. Floor Space
4. Percentage of the improvement assessment,

and specify the basis of assessment, as follows:

- a. In #1 above - Percentage of gross annual rental
- b. In #2 above - Dollar rate per unit
- c. In #3 above - Dollar rate per unit of floor space
- d. In #4 above - Percentage of the assessment,

Prior to 1995, The City of Red Deer has assessed businesses based on a percentage of gross annual rental. It is recommended this method be continued.

The new Municipal Government Act also requires that procedures for:

- prorating and rebating business taxes
- specifying businesses exempt from taxation
- determining when the lessee or sublessee should be responsible for business tax.

be incorporated in the bylaw. The new bylaw will provide:

- for a continuation of the prorating and rebating of business taxes as done previous to 1995.
- for a continuation of the same exemptions for 1995. A review will be undertaken of the exemptions in 1995 for Council to determine appropriate exemptions for 1996.
- for the lessee to be charged business tax in most situations except when the sublessee is occupying the premises for other than a short period of time.

Page 2

Previous legislation did not allow penalties on unpaid taxes to be allocated until July 1 of any year on current taxes. The new Municipal Government Act allows allocation of penalties 30 days after the tax notice is mailed out.

In the instance of business tax only, we feel that the due date should change to March 31 from June 30 because:

1. Businesses that terminate operation early in the year (April, May, or June) would be subject to payment of business tax;
2. Under the new Municipal Government Act, the City can take collection procedures thirty (30) days from the due date. Having the due date earlier would speed up the collection process and result in less business tax being written off as a bad debt;
3. The workload for the Tax Department would be spread out over a greater period of time. As well, the collection process would probably not start until September if the due date remains June 30;
4. To be consistent with Edmonton and Calgary, who have a March 31 due date in 1995.

The penalty for unpaid business tax should be amended as well. A proposed schedule for business tax penalties is as follows:

PROPOSED		CURRENTLY	
Apr. 1	4.5%	July 1	6.0%
July 1	2.5%	Sept. 1	3.0%
Sept. 1	2.5%	Nov. 1	3.0%
Nov. 1	2.5%		
TOTAL:	12.0%	TOTAL:	12.0%

1995 Business Tax Rate be set as required at:

	1994 RATE	1994 (BUDGET) TAX	1995 RATE	1995 (BUDGET) TAX	% DECREASE
Business Tax	2.19%	1,690,000	2.10%	1,690,000	4.1%
B.R.Z.	0.57%	103,000	0.57%	111,000	0.0%

Page 3

- a) The 4.1% reduction in the rate is attributable to an increase in the business assessment and the interest earned as a result of collecting business tax March 31, not June 30.
- b) A B.R.Z. rate of 0.57% will generate the 1995 budget amount of \$111,000. The Towne Centre Association's budget for 1994 was \$103,000 with actual B.R.Z. taxes collected of \$109,739.64. (Same rate as 1994)

RECOMMENDATIONS:

Approve a new bylaw that continues the provisions existing for the assessment and levy of business taxes except for:

- 1. **Approving business tax due date of March 31.**
- 2. **Approving penalty structure as indicated in this report.**
- 3. **Approve 1995 business tax rate of 2.10%. (A reduction of 4.10% from 1994.)**
- 4. **Approve 1995 B.R.Z. rate of 0.57%. (Same as in 1994)**



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

AK/ngl

COMMENTS:

This is a welcome opportunity to reduce our Business Tax Rate.

The one potential difficulty with it is, that in order to reduce the rate to this degree the due date for taxes must be moved to March 31st. A much smaller decrease could be possible if the due date remains at June 30th. The one concern Council may have is with the short notice given to businesses, which may have planned to accommodate taxes during their second quarter. The reduction in business taxes would amount to only 1.8% if the due date is not changed to March 31st.

Council's direction is requested.

"G. SURKAN"
Mayor

DATE: FEBRUARY 14, 1995
TO: CITY ASSESSOR
FROM: CITY CLERK
RE: BUSINESS TAX BYLAW NO. 3128/95

At the Council Meeting of February 13, 1995, consideration was given to your report dated February 7, 1995 concerning the above topic. At this meeting, and prior to consideration of the above noted bylaw, the following resolution was introduced and passed:

"RESOLVED that Council of The City of Red Deer hereby agrees that proposed Bylaw 3128/95, as presented to Council February 13, 1995, be altered as follows:

1. That clause 7 be deleted and the following clauses substituted therefor:

'7 (a) The business tax to be paid in 1995 shall be 2.15% of the business assessment.

7 (b) The business tax to be paid in 1996 shall be 2.10 % of the business assessment.

7 (c) In 1995, a discount of 2.3% shall be given to all business tax accounts paid in full by March 31, 1995.'

2. That 'clause 19' be deleted therefrom and the following clauses be substituted therefor:

'19 (a) A penalty shall be levied on the amount of any 1995 business taxes and penalties which remain outstanding on the following dates:

<u>DATE</u>	<u>PENALTY</u>
July 1	- 6%
September 2	- 3%
November 1	- 3%

- 19 (b) Beginning in the year 1996, a penalty shall be levied on the amount of any current year business taxes and penalties which remain outstanding on the following dates:

<u>DATE</u>	<u>PENALTY</u>
April 1	- 4.5%
July 1	- 2.5%
September 1	- 2.5%
November 1	-- 2.5% '

3. That 'clause 4' be deleted therefrom and the subsequent clauses be renumbered accordingly."

Subsequent to the above resolution being passed, Business Tax Bylaw 3128/95 with the above changes made, was given three readings. Once we receive the updated bylaw from the City Solicitor's Office, we will forward you a duly signed copy of Bylaw 3128/95.

Also with regard to the above, Council requested that your Department provide them with the number of companies that took advantage of the early payment discount, once these figures are known.

Trusting you will find this satisfactory.



KELLY KLOSS
City Clerk

KK/clr

cc: Director of Corporate Services

NO. 10**FEBRUARY 7, 1995**

TO: CITY CLERK

FROM: TREASURY SERVICES MANAGER

**RE: PREAUTHORIZED WITHDRAWAL -
UTILITIES BILLING**

Over the past few months, we have been working on modifications to our Utilities Billing System to enable us to offer our customers the "Preauthorized Withdrawal" payment option, as most other utility companies already do. I am pleased to be able to inform Council that we are now in a position to offer this payment option, to be effective in May of this year.

Upon the customer signing up for the service and giving his/her financial institution the proper authorization, we will forward an electronic file for each month's payments through our bank to the customer's bank, the funds will be withdrawn from the customer's bank account and transferred to the City's bank account on the due date. A copy of the monthly bill will continue to be sent to the customer for information.

We will be sending out information on this service with the utility bills in late March or April, and judging by the increasing number of requests for this service in recent months, we feel that many customers will take advantage of the service.

Respectfully submitted for Council's information.



D. G. NORRIS
TREASURY SERVICES MANAGER

COMMENTS:

This report is submitted for Council's information.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: FEBRUARY 14, 1995


TO: TREASURY SERVICES MANAGER

FROM: CITY CLERK

RE: PREAUTHORIZED WITHDRAWAL - UTILITIES BILLING

At the Council Meeting of February 13, 1995, your report dated February 7, 1995 was presented to Council for their information, and it was agreed that same be filed.

Thank you for keeping Council up to date on public service initiatives.



KELLY KLOSS
City Clerk

KK/clr

NO. 11

DATE: February 7, 1995

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **INDUSTRIAL AND COMMERCIAL LAND SALES APPROVAL**

With the adoption of the Land Bank Business Plan by Council, the Land and Economic Development Manager was authorized to approve industrial and commercial land sales, provided that certain conditions were met. These included:

1. The offer was at the City approved price.
2. The development conformed with the City of Red Deer Land Use Bylaw requirements.
3. Construction commencement and completion requirements were as approved.
4. Payment for the property was according to our standard land sale agreement.

Since the adoption of these standards, a number of land sales, which would have otherwise required Council approval, have been entered into without having to return to Council. Nevertheless, we believe there is room for further streamlining and efficiency which would speed up the process even further and put us in a more competitive position with the private sector.

The Municipal Government Act states that City Councils shall sell industrial and commercial land at market value. In the end, the question which is always difficult to answer is: "What is market value?" In a city the size of Red Deer, where the City is the dominant developer of industrial land, the market value is impacted quite significantly by City sales. Many professional realtors would suggest that market value is established by approved sales of industrial land made by the City of Red Deer.

During the past couple of years, we have probably entered into about fifty industrial and commercial real estate transactions, of which a significant number have had adjustments made to the value based upon market conditions. For example: irregular shape, condition of land, location, terms of sale, plus a number of other factors, all have an impact on market value. The appraisal business itself is a very subjective profession and as evidence has shown on numerous occasions, two appraisals of the same piece of property by different independent appraisers, frequently results in prices which can differ as much as 20%.

Because of all these factors, we feel that more latitude in evaluating offers for industrial and commercial land would be appropriate and assist, to a degree, in our land marketing efforts.

2/...

City Clerk
Page 2
February 7, 1995

RECOMMENDATION

We therefore recommend that Council approve an amendment to the policy which currently applies to the sale of industrial and commercial land, to reflect a more liberal approach to land value. We would therefore recommend the following:

"Purchase and lease prices for City owned industrial and commercial land are to be established by Council on an annual basis or more frequently, if necessary. The Land and Economic Development Manager shall have the authority to enter into an agreement on behalf of the City on all offers which conform with Council approved prices, and meet other requirements contained within the current industrial and commercial land sale policies.

In cases where offers are at less than prices established by Council, but where it can be shown that for a variety of reasons (e.g. shape, size, location, etc.) the offer reflects market value, the City Manager shall have the authority to approve such sales."

If Council agrees with this change, we would recommend that it be incorporated into existing Council policy as it applies to the management of the Land Bank.



Alan V. Scott

AVS/mm

COMMENTS:

I concur with the recommendation of the Land and Economic Development Manager.

"G. SURKAN"
Mayor

DATE: FEBRUARY 14, 1995

TO: LAND AND ECONOMIC DEVELOPMENT MANAGER

FROM: CITY CLERK

RE: INDUSTRIAL AND COMMERCIAL LAND SALES APPROVAL

At the Council Meeting of February 13, 1995, consideration was given to your report dated February 7, 1995 concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer having considered report from the Land and Economic Development Manager dated February 7, 1995, re: Industrial and Commercial Land Sales hereby approves an amendment to the Land Bank Administration Business Plan 1994-1998 to reflect the following:

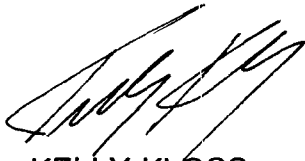
1. Purchase and lease prices for City owned industrial and commercial land are to be established by Council on an annual basis or more frequently, if necessary. The Land and Economic Development Manager shall have the authority to enter into an agreement on behalf of the City on all offers which conform with Council approved prices, and meet other requirements contained within the current industrial and commercial land sale policies
2. In cases where offers are at less than prices established by Council, but where it can be shown that for a variety of reasons (e.g. shape, size, location, etc.) the offer reflects market value, the City Manager shall have the authority to approve such sales

and as presented to Council February 13, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will now be updating the Land Bank Administration Business Plan 1994/1998.

Land and Economic Development Manager
February 14, 1995
Page 2

In addition to the above, Council agreed that now, as many land matters will not be appearing before Council, you should provide at least a quarterly report for Council Members on industrial and commercial land sales.

A handwritten signature in black ink, appearing to read 'Kelly Kloss', with a stylized, cursive script.

KELLY KLOSS
City Clerk

KK/clr

cc: Director of Development Services

NO. 1

400-004

DATE: February 3, 1995

TO: City Clerk

FROM: Director of Development Services

RE: FCM - NATIONAL AIRPORTS POLICY

We have reviewed the material forwarded to us from FCM with respect to the National Airport Policy of the Federal Government. The City of Red Deer has never received any operating or capital financial assistance from the Federal Government. This perhaps is because the Province leased the Airport from the Federal Government and then in turn leased the Airport to The City of Red Deer. Many of the concerns of other cities across Canada with respect to lost subsidies from the Federal Government and an increased burden on their tax base do not apply to us. We have assumed responsibility for the costs of operating the Airport since our involvement in it.

We have responded to the questions posed in the correspondence. These responses are outlined below. If Council concurs with the comments made they will be forwarded to FCM.

1. Will your airport be viable under the National Airports policy (NAP)?

The viability of the Red Deer Industrial Airport will not be altered by the National Airport Policy (NAP). The City has operated the Airport without support from the Federal Government since our involvement with it. We are in the process of negotiating ownership of the facility. This should assist us somewhat in making the facility more viable; however, these advantages will be very marginal.

2. Will support from the municipal property tax base be necessary to sustain airport operations? If so, what will be the resulting percentage increase in mill rates?

The municipal tax base has always supported to some extent the operation of the Airport. This will not change as a result of NAP.

3. Will your municipality/region participate in the operation of the airport? If so, in what manner?

The City will continue to operate the Airport as it has done in the past, subject of course to Council direction. We will be developing a Business Plan to guide activities at the Airport. This will be presented to Council for their direction in the future.

City Clerk
Page 2
February 3, 1995

4. What specific concerns to you have about the NAP that FCM should convey to the Federal Government?

We have no specific concerns. There is some merit in the Federal Government reducing their expenditures in this area, if such reductions are applied to deficit reduction. The communities/regions that these airports directly benefit are perhaps the most logical parties to fund such facilities rather than all Canadian taxpayers.

5. Which elements of the NAP will most benefit your municipality/region?

One potential benefit of NAP to Red Deer is that all communities will now be treated equitably. We may have some access to Federal Capital funding for airports.

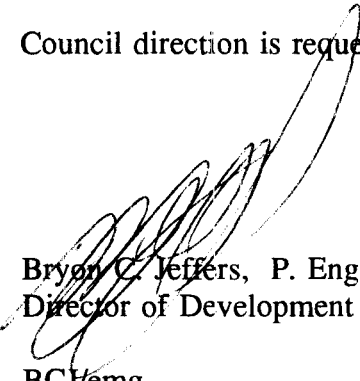
6. What mandate/roll would you see for a joint FCM-Transport Canada Committee on the NAP?

Because of our specific situation, we see no specific role for the committee.

7. Would your municipality/region be interested in participating in a joint committee or other consultation mechanism between FCM and the Federal Government?

We do not believe there is much merit in our participating in a committee, as our situation is so much different from most. At the same time, any benefits that flow out to communities as a result of this committee's activities, or for any other reason, should accrue equally to all communities that operate airports.

Council direction is requested.



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

BCJ/emg



Federation of Canadian Municipalities
Fédération canadienne des municipalités

January 13, 1995

Her Worship Mayor Gail Surkan and Members of Council
City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Mayor D. Laurence Mawhinney
Lunenburg, Nova Scotia
President
Président

Mayor John Les
Chilliwack, British Columbia
First Vice President
Premier vice-président

Councillor Bryon Wilfert
Richmond Hill, Ontario
Second Vice President
Deuxième vice-président

Maire suppléant Claude Cantin
Québec (Québec)
Troisième vice-président
Third Vice President

Alderman Ron Hayter
Edmonton, Alberta
Past President
Président sortant

James W. Knight
Executive Director
Directeur général

Dear Mayor Surkan and Members of Council:

THE NATIONAL AIRPORTS POLICY

As you know, the National Airports Policy (NAP) announced by the Minister of Transport, the Honourable Douglas Young, in July 1994, will be of significant consequence to municipal governments in areas with federally operated or subsidized airports. I wish to inform you of steps FCM has taken on your behalf regarding the NAP and to invite your observations and comments.

The NAP was imposed without prior consultation with municipal governments, although in some cases it will offload federal costs onto communities. The policy states that the Government will progressively end its subsidization of airports over the next five years. While the Transport Minister states that all airports will be made self-sufficient during that time, the question is what impact will this have on fares and service? Without federal subsidies, some airports have little hope of both profitability and providing affordable service for consumers. Some municipalities have told us they fear being forced to choose between subsidizing an unprofitable airport through property taxes or losing the airport and its associated economic benefits. We expect the policy will hurt smaller rural and northern communities in particular.

On the other hand, larger cities, especially those 26 communities with airports forming part of the new National Airports System, are generally pleased with the greater control and marketing flexibility they will gain over their airport.

.../2



-2-

FCM has expressed concern to the Minister of Transport that municipal governments and their national federation were not consulted. This is troubling considering the important role municipalities and community groups are called upon to play under the policy. FCM met in September with Mr. Joe Fontana, MP, Parliamentary Secretary to the Minister of Transport, to discuss the implications for municipal governments. FCM has also met with Mr. Victor Barbeau, Assistant Deputy Minister, Airports Group and Ms. Suzanne Tining, Director General, NAP Implementation, of Transport Canada. The enclosed answers were provided by Transport Canada in response to questions submitted to them by FCM.

We have been informed by federal officials that the NAP is a Cabinet-approved document and that there is no opportunity for municipal governments to recommend improvements of a substantive nature. We are assured, however, that at this point Transport Canada would welcome further consultations with FCM regarding implementation. FCM's Standing Committee on National Transportation and Communications has formed an Airports Subcommittee made up of municipal representatives from across Canada. The Subcommittee will develop and guide FCM policy respecting NAP implementation, in consultation with member municipalities.

FCM has asked the Minister of Transport to form a joint committee made up of senior federal officials and FCM representatives. The purpose of the committee would be to identify and resolve common problems over the NAP's implementation period and to communicate required information to the affected parties. Our expectation is that certain difficulties will arise which will require considerable consultation between federal and municipal officials. We believe a joint committee can play a valuable role in identifying and resolving common problems being encountered by municipalities across Canada. The joint committee approach is successfully in place today in several other policy areas, with a variety of Departments.

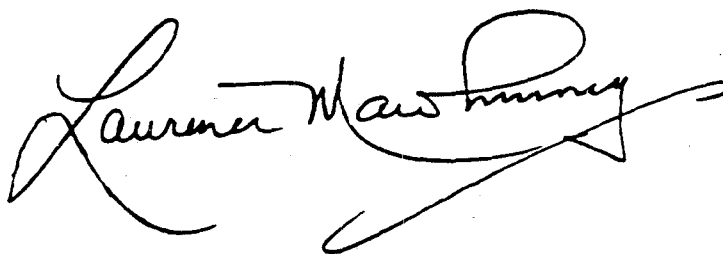
.../2

-3-

I would appreciate receiving your answers to the enclosed questions on the impact of the NAP in your community by February 15, 1995. This will allow FCM to better represent municipal concerns on your behalf. Note that some of the attached questions do not apply to all communities.

I look forward to your reply and to ongoing consultations on issues of concern to municipal governments across Canada.

Yours sincerely,

A handwritten signature in black ink, reading "D. Laurence Mawhinney". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

D. Laurence Mawhinney
President

LM/dm:sd
Enclosure



Transport Canada Transports Canada


39

Airports Aéroports
330 Sparks Street
Place de Ville, Tower C
Ottawa, Ontario
K1A 0N8

Your file Votre référence

Our file Notre référence

October 14, 1994

Mr. Michael Rock 
Director Policy and Programs
Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3

Dear Mr. Rock:

RE: NATIONAL AIRPORTS POLICY

Mr. Victor Barbeau and I would like to thank you for the opportunity to meet with you and Mr. McGregor on September 20, 1994 to review the National Airports Policy. We look forward to working with the Federation of Canadian Municipalities as we move towards the implementation of the NAP.

Specific questions on the NAP that were provided have been reviewed and responses are provided in the attached "Appendix A".

We value your contributions and advice on the different components of the NAP. Please do not hesitate to contact me at 998-5152 should you wish to discuss any other issues related to the NAP.

Your sincerely,



Suzanne Tining
Director General
National Airports Policy Implementation

Attach.

Canada

APPENDIX "A"

Don't municipal governments that take on sole ownership of unprofitable federal airports lose twice by (i) losing federal grants-in-lieu of tax revenues from airport properties, and (ii) being forced to subsidize an unprofitable airport to maintain air service?

- * For Regional/Local airports, within a five year period, Transport Canada officials will be working with communities to bring the operating subsidy down to zero. There will be no down loading of subsidies to other levels of government. Operating efficiencies will be introduced at Small airports to the greatest possible extent within the two year period.
- * Municipalities can own the airport but lease the operation to another entity. This way, the impact on the grants-in-lieu would be minimised through business taxes. If an airport commission or other entity owned and operated the airport there would be no loss.
- * Municipalities have to make a business decision whether having an airport under municipal operation outweighs the revenues lost from taxes for the property.

What guarantee is there that the federal government will be successful in making all regional/local airports profitable in the next five years?

- * Regional/Local airports can be made self-sufficient through the introduction of operating efficiencies and revenue opportunities. This is possible through adjustments to levels of service and the broader application of current user fees and/or the introduction of new charges. We strongly believe that any airport can be self-sufficient if levels of service are matched to demand and capability to provide levels of service.

Isn't it clear that some airports in both the Small and Regional/Local categories will be forced to close?

- * There are numerous examples across the country of airports of all sizes, with different operating profiles and serving different stakeholders, that are operating without the need of subsidy by any level of government.
- * More and more, airports are recognised as being important economic engine for the community, and should be managed to serve local needs.

- 2 -

- * Communities may not be prepared to accept the level of service reductions or user fees that are required to make airports self-sufficient, or are unable to generate sufficient revenues to keep current levels of service in place. We do not expect this to be the case for most of the applicable airports. Communities may also choose to centralize airport operations into one large centre rather than several smaller ones, generating a larger "critical mass" that would be more appealing to airline operators.

The National Airports Policy document states that federal and provincial governments will have representation on Canadian Airport Authorities but appears unclear on municipal government representation. Joe Fontana told FCM municipal governments will be represented on CAAs. How will the three orders of government be represented on CAAs?

- * Federal and provincial governments will nominate representatives to sit on each Board of Directors. Municipalities served by the airport also have representatives on the Board that are nominated (they cannot be elected or public officials in all cases). Municipalities must formally endorse the nomination process of the CAAs before the CAA can incorporate.
- * An outline of the Canadian Airport Authority process is attached for your information.

The National Airports Policy appears to be a policy shift in favour of large urban areas at the expense of smaller centres. Profitable airports for years have subsidised smaller airports and this will cease (with the exception of the transitional Airport Capital Assistance Program).

- * The issue of cross subsidization will be moot since airports will be operationally self-sufficient within a five year period. ACAP funding provides a means of a trickle-down funding for regional/local airports, as passengers originating at regional/local airports pass through (revenue) larger hub (NAS) airports, whose lease payments to the Crown are used to fund the ACAP and remote airport operations.
- * The ACAP program is intended to be in place beyond the five year transition period.

- 3 -

The size and duration of the ACAP budget is critical for any municipal government attempting to ascertain the viability of their airport under commercialization. What is the ACAP's annual budget? How long will the program run? Funding is to be available only for safety related capital investments. What kinds of investments does this exclude?

- * The initial budget is up to \$35 million per annum. This may increase once lease payments from all CAA airports are being received.
- * There is no fixed horizon to the program at this time. It is intended to be a permanent program.
- * It applies to safety-related projects such as runways, taxiways, aprons, associated lighting, visual aids, utilities to service eligible items and related sight preparation costs required to maintain an airport's level of protection as required by regulation.
- * Purchase of operating ,maintenance or construction equipment and related facilities, feasibility planning or zoning studies and projects that have already commenced **are not eligible**.

Why should the federal government be represented on the Canadian Airport Authorities of Regional/Local Airports when its financial role in them completely runs out?

- * Canadian Airport Authorities are to be the operators of the 26 National Airport System (NAS) Airports representing the larger international and national airports. The federal government will remain the land owner and transfer responsibility for operation by means of a long term lease.
- * There is to be federal representation on the Board of Directors for CAAs as the NAP identifies these airports as being important to the National Airport System.
- * While a CAA is the only entity to which airport operations can be transferred for NAS airports, there are a variety of entities that a Regional/Local airport can be transferred, including other levels of government, airport commissions, or private entities.

- 4 -

Will Small and Regional/Local airports be sold at market value (eg. of the land, properties) or for nominal fees such as the proposed \$1 Carp Airport deal in consideration of their unprofitable nature and the continuing sole zoning/usage as an airport?

- * Treasury Board policy states that federal land must be sold at market value.
- * We are currently in the process of seeking Treasury Board approval of a land transfer strategy based on the following:
 - * If the operation of an airport is viewed as a business, and revenue streams are negative, then the market value of the land, if restricted for use as an airport, is negative (nominal value). A nominal transfer will be accompanied by terms and conditions to protect the past investment in the airport by the taxpayers of Canada. If the land is to be sold without restriction with a view to possible non-airport use, then land value is based on the land's potential highest and best use.
 - * The choice will be up to the local entity; as an airport for a nominal amount **with restrictions**, or a fee simple transfer based on the land's highest and best use **without restrictions**.

FCM expressed concern during the AC-CAI merger talks over the potential increases in fares and reduction in services to smaller regions and has the same concerns respecting the National Airports Policy. What will be the impact on the consumer (fares, fees, and service) of the attempt to make airports more profitable in the next five years?

- * It is most likely that there will be an increase in user fees in order to make airports self-sufficient or to recover funds for capital projects. We will be working closely with commercial carriers as to how best administer and collect user charges. Airport costs represent less than five percent of airline costs.
- * This reflects the larger philosophy of user pay rather than taxpayer pay.

- 5 -

The federal government is to review its role in remote airports over the next few years. What is the future of the 13 remote airports?

- * The federal government will continue to fund those remote airports it is currently involved with on an on-going basis, albeit introducing efficiencies where possible.
- * Continued funding will be affected by the transportation requirements of the community.

If talks with the two territories on the 11 arctic airports fail they are to be assigned to the regional/local and dealt with accordingly. Can the regional/local airports in the arctic really be made profitable? If not, will they close?

- * Negotiations with the territorial governments are progressing, and are expected to be completed in 1995.
- * In the unlikely event that transfer negotiations do not result in a transfer to the respective territorial governments, operational efficiencies at these airports will be introduced and the airports will be assigned to the appropriate NAP category, either NAS, regional/local or remote.

FCM plans to submit a substantive response to the National Airports Policy. Is the National Airports Policy a fait accompli or can municipal governments now have input?

- * The principles of the NAP are reflected in the July 13 announcement. They are the result of one decade of discussions dealing with greater local involvement in the operation of federal airports since the mid 80's.
- * Comments and opinions from stakeholders are welcome, particularly concerning the transition period, operational efficiencies, the framework of the ACAP program, etc. We would certainly value any comments or recommendations the FCM can provide.

- 6 -

When will the federal government fulfil its previous promises on capital spending at federal airports before they are commercialised?

- * The federal government will complete capital projects that are started prior to transfer. As resources for capital funding during the transition period will be limited, capital requirements will be assessed against needs, and prioritized accordingly.
- * There will be a capital restoration program for those regional/local airports up to the transfer date, and no later than March 31, 2000.
- * For NAS airports, an agreed allotment for annual capital requirements will be factored in the lease rental formula.
- * Capital investment at Small airports must be balanced in terms of the amount of investment versus the federal government's limited future at these sites.

Will the state of infrastructure at airports be taken into consideration in negotiating commercialization terms? For instance, can communities request federal capital investments before transfer takes place or will such realities be reflected only through lease conditions and sale price of airports?

- * See previous response.

Why was there no prior consultation with FCM nor municipal governments before the release of the National Airports Policy?

- * The principles of the NAP are reflected in the July 13 announcement. They are the result of one decade of discussions dealing with greater local involvement in the operation of federal airports since the mid 80's.
- * It builds upon many of the recommendations of many public studies and surveys, including the Royal Commission on Transportation.
- * There has been, and will continue to be, consultation on the implementation of the policy, negotiating parameters and transfer process.

- 7 -

What consultation arrangements between Transport Canada and FCM (or interested members) can be made?

- * Common concerns could be identified by FCM. We would be pleased to participate in discussions on your transportation committee or working groups, as well as participating in formal meetings with your Board.

THE CAA AIRPORT TRANSFER PROCESS

- A Local Planning Group (LPG), having identifiable support of the appropriate regional and/or local governments, and with representatives from local business and community interests, is established to arrange for the incorporation of a Canadian Airport Authority in accordance with the Public Accountability Principles and the Fundamental Principles for the Creation and Operation of Canadian Airport Authorities.
- Transport Canada officials brief the LPG on the transfer policy and process and provide a draft generic ground lease (excluding rent sections), draft Aviation, Canadian Inspection Services and Police and Security Agreements, and present an outline of the Lease Rental Structure.
- Transport Canada arranges for compilation of the National Airports Policy Reference Levels Report (historical and forecast costs and revenues under past and continued Transport Canada operation). T.C. also arranges for an environmental base line study to be undertaken.
- The LPG develops draft CAA letters patent and by-laws which meet the requirements of the Public Accountability Principles and Fundamental Principles. These are provided in draft form for review by Transport Canada officials who, following consultation with the LPG and possible amendment of the constating documents, will recommend their approval by the Minister.
- Resolutions from local governments and regional government, as applicable, endorsing the CAA Board of Directors nomination, appointment and revocation process are presented to the Minister.
- Nominating entities, including federal and provincial governments, select their nominees to the CAA Board of Directors in accordance with the Public Accountability Principles (including a Conflict of Interest declaration). The nominees elect an Incorporation Committee, including the "pro tem" Chairperson of the future CAA.
- The Minister notifies the LPG of his acceptance of the incorporation arrangements.

- 2 -

- The Incorporation Committee (excluding the nominees of the federal and provincial governments) arranges for incorporation of the CAA through Industry Canada and its members become the First Members of the CAA Board of Directors for purposes of the appointment of directors as provided by the Accountability Principles.
- Following incorporation as a CAA, a Letter of Intent to enter into formal airport transfer negotiations is signed by the Minister of Transport and the Chairperson of the CAA. The CAA signs a confidentiality agreement and waiver.
- A Site Communications Committee is set up to ensure the full ongoing exchange of information between Transport Canada officials, airports staff, their unions and the CAA.
- A draft generic Agreement to Transfer and draft generic Memorandum of Agreement on Employment are provided to the CAA.
- Transport Canada presents the Formal Lease Rental Proposal and detailed negotiations get under way. The prime focus for the negotiations is the federal Formal Lease Rental Proposal.
- The CAA submits employee benefits and pension proposals to Transport Canada. When Transport Canada and the Treasury Board Secretariat are both satisfied that the Employee Benefits Package complies with government requirements, the CAA presents it to the unions, the Site Communications Committee and the employees in coordination with Transport Canada.
- Following Transport Canada acceptance of the Employee Benefits Package and the conclusion of the financial negotiations, Transport Canada and the CAA agree on the terms of an Agreement to Transfer. Employees are notified by Transport Canada of their "surplus" status which must be at least six months before the proposed lay-off date.
- The Agreement to Transfer, the Ground Lease and the other requisite legal documentation are finalized and submitted first to the CAA and then, once approved by the CAA Board of Directors, to the Treasury Board and Governor-in-Council for approval.
- The Minister of Transport and the Chairperson of the CAA sign the Agreement to Transfer.

- 3 -

- A transition period of three to six months elapses during which Transport Canada and the CAA meet all the conditions-precedent of the Agreement to Transfer, including the delivery to the CAA of an Environmental Report.
- The Ground Lease and the other legal documents are signed by the CAA and the Minister on the Closing Date and the transfer occurs.
- A schematic of the CAA Airport Transfer Process is attached.

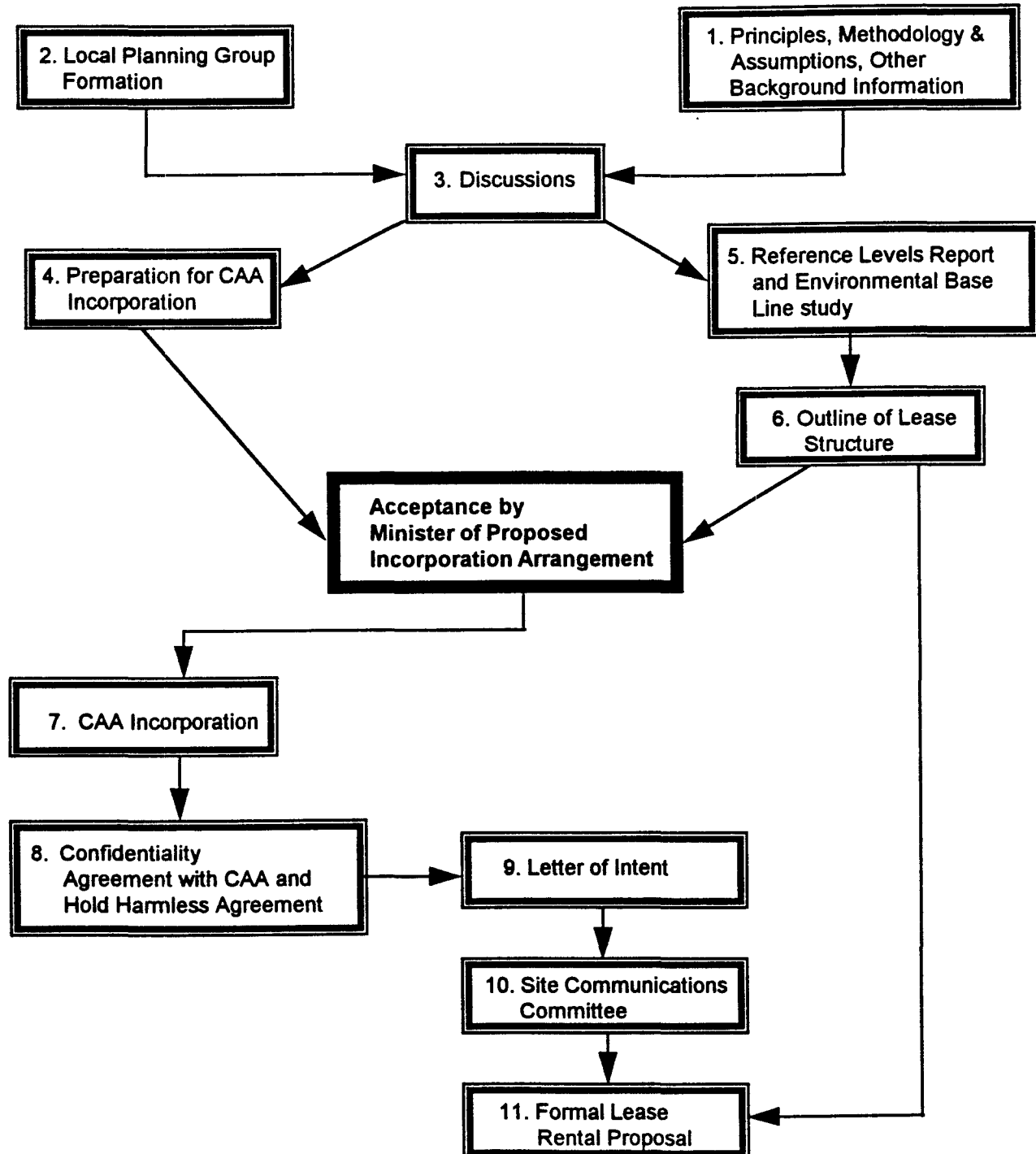
Airport Transfers (AKZ)
Airports Group
Transport Canada

September 23, 1994

Overview of Airport Transfer Process to CAAs

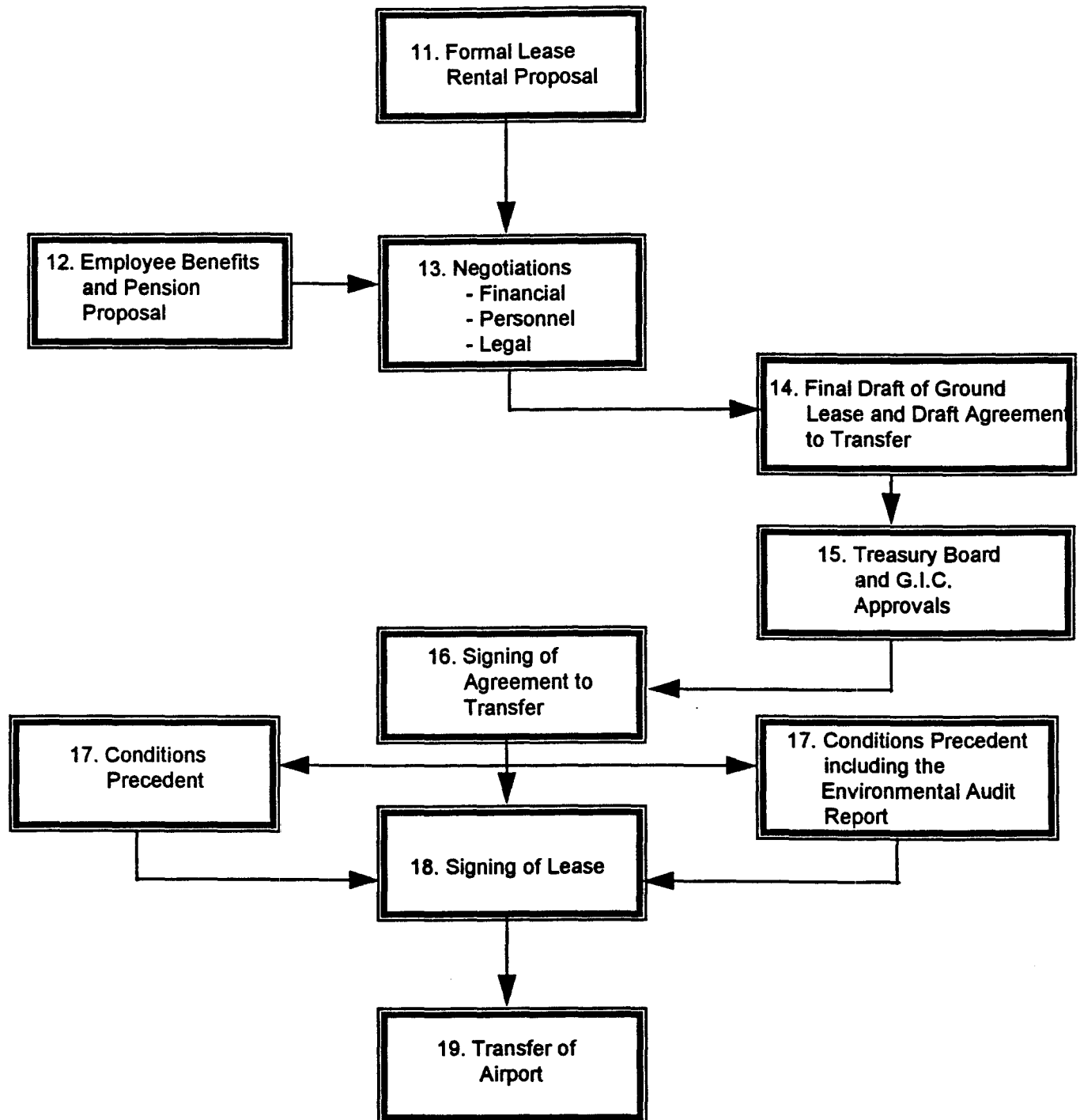
Local Planning Group / CAA

Transport Canada



Local Planning Group / CAA

Transport Canada



September 23, 1994

**FCM QUESTIONS TO MEMBER MUNICIPALITIES
WITH FEDERALLY OPERATED OR SUBSIDIZED AIRPORTS**

January 1995

1. Will your airport be viable under the National Airports policy (NAP)? Please explain.

- 2 Will support from the municipal property tax base be necessary to sustain airport operations? If so, what will be the resulting percentage increase in mill rates?

3. Will your municipality/region participate in the operation of the airport? If so, in what manner?

- .../3

-3-

7. Would your municipality/region be interested in participating in a joint committee or other consultation mechanism between FCM and the federal government?

Name of Municipality/Region: _____

Name of Respondent: _____

Title of Respondent: _____

Address of Respondent: _____

Phone/Fax of Respondent: _____

Please return the completed questionnaire
to Daniel McGregor, Senior Policy Analyst,
FCM Secretariat by February 15/95.

FCM Secretariat
24 Clarence Street
Ottawa, Ontario
K1N 5P3
Tel: (613) 241-5221
FAX: (613) 241-7440

COMMENTS:

As Council is aware, and our community should be aware, we have supported the operating costs of our own airport for many years. It would seem to us it is only fair that other communities which wish the economic benefit of an airport should now be prepared to do likewise. We recommend that Council express to FCM basic support for the federal position with respect to the National Airports Policy and the principle that all airport operations, including those exclusively funded by municipalities should have equitable access to any remaining federal support.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

**THE CITY OF RED DEER**

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

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

F.C. M. Secretariat
24 Clarence Street
Ottawa, ON
K1N 5P3

FAXED to (613) 241-7440

Att: Daniel McGregor, Senior Policy Analyst

Dear Sir:

RE: FCM - NATIONAL AIRPORTS POLICY QUESTIONNAIRE

At The City of Red Deer's Council Meeting held Monday, February 13, 1995, consideration was given to a report submitted by The City's Director of Development Services, dated February 3, 1995 concerning the above topic. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer having considered correspondence from the Federation of Canadian Municipalities dated January 13, 1995, re: the National Airports Policy hereby agrees that the responses to the questions posed in the correspondence from F.C.M. as summarized in the report from the Director of Development Services dated February 3, 1995, re: F.C.M. - National Airports Policy be forwarded to F.C.M., and as presented to Council February 13, 1995."

For your information, I have attached hereto a copy of the above noted report from our Director of Development Services, which responds to each question within the questionnaire.

In addition to the above, Council also wanted to bring to your attention that The City of Red Deer has supported the operating costs of our Airport for many years. It would seem only fair that other communities that wish the economic benefit of an airport should now be prepared to do likewise. City Council does support the federal position with respect to the National Airports Policy and the principle that all airport operations, including those exclusively funded by the municipalities, should have equitable access to any remaining federal support.

... / 2

*a delight
to discover!*

F.C.M. Secretariat
February 14, 1995
Page 2

If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelly Kloss', written in a cursive style.

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Development Services



THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 5T4

City Clerk's Department
(403) 342-8132 FAX (403) 346-6195

February 14, 1995

F.C. M Secretariat
24 Clarence Street
Ottawa, ON
K1N 5P3

FAXED to (613) 241-7440

Att: Daniel McGregor, Senior Policy Analyst

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RED-DEER

a delight to discover!

TRANSMISSION REPORT

THIS DOCUMENT WAS CONFIRMED
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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



NO. 2

Alberta Special Waste Management Corporation

610, 10909 JASPER AVENUE, EDMONTON, ALBERTA, CANADA T5J 3L9 (403) 422-5029 FAX (403) 428-9627

January 19, 1995

File No. 7630

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

Dear Mayor and Council:

Re: 1994 Household Toxic Round-Up Program

The Household Toxic Round-Up Program (HTRU) is a province-wide initiative which provides a voluntary alternative to dumping household hazardous waste. The HTRU program has grown steadily since its inception by the Alberta Special Waste Management Corporation (ASWMC) as a pilot program in 1988.

The program is a partnership with costs shared between the communities and the ASWMC. Communities are responsible for the operational costs and the ASWMC pays for the cost of recycling and treatment for the materials collected at these annual events. Alberta is the only province in Canada which has an annual, province-wide program for the management of these potentially hazardous materials. The success of Alberta's program was acknowledged in a North American survey which identified participation rates in Edmonton and Calgary as amongst the greatest on the continent.

As the 1994 HTRU program totals are now available, we thought you might be interested in Alberta's most recent achievements. The 1994 program collected 2,889 drums or approximately 578 tonnes of household hazardous waste generated in Alberta. That compares with 535 tonnes collected and safely treated in 1993. In addition, this year 76 drums of aerosol cans were collected and recycled.

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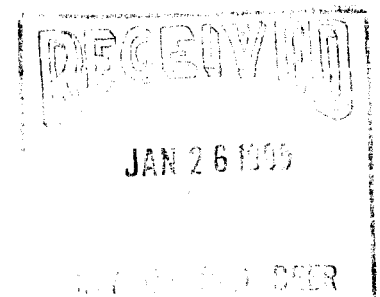
The Red Deer Household Toxic Round-Up diverted 102 drums of household hazardous waste from the local landfill in 1994. The Alberta Special Waste Management Corporation (ASWMC) is pleased to have been able to support your efforts by paying the treatment costs for these materials. In 1994, the ASWMC allocated \$40,611.00 to safely treat Red Deer's household hazardous waste at the Alberta Special Waste Treatment Centre near Swan Hills.

We know that in addition to financial support it takes many dedicated volunteers to coordinate an HTRU. Our congratulations to your HTRU coordinator, Mr. Terry Rowley, and his volunteers on a job well done! We at the ASWMC believe that through the combined effort and support of local municipal governments, dedicated volunteers and the provincial government, Alberta is a safer and healthier place to live. We look forward to working with Red Deer on more environmentally sound initiatives in 1995.

Sincerely,



Irene Chanin
Director
Public Affairs & Programs



PATH: gord\memos\round-up.cc
MASTERFILE: 3001.561

DATE: February 3, 1995
TO: City Clerk
FROM: Public Works Manager

RE: HOUSEHOLD TOXIC WASTE ROUND-UP

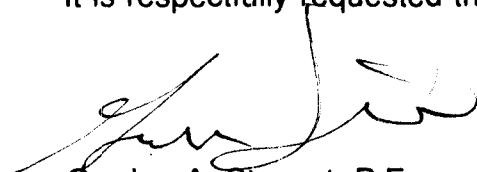
A previous report was presented to Council regarding The City of Red Deer's Household Toxic Waste Round-Up. The report was presented on October 11, 1994 and accepted by Council for information. A copy of that report is attached.

The letter from Alberta Special Waste Management Corporation states the cost to treat the hazardous waste from The City of Red Deer's Round-Up to be \$40 611.00. This brings the total cost of the Round-Up, including both the City's and Alberta Special Waste Management Corporation's cost, to be \$72 486.00. This is a significant amount of money, but we believe it is a worthwhile investment in the environment.

We appreciate Alberta Special Waste Management Corporation's acknowledgment of Terry Rowley and the volunteers. We would add our thanks to them and Brian Watson for a job well done.

RECOMMENDATION

It is respectfully requested that Council receive this report for information.



Gordon A. Stewart, P.Eng.
Public Works Manager

/blm

Att.

c Director of Development Services

DATE: September 30, 1994

TO: City Clerk

FROM: Public Works Manager

RE: 1994 HOUSEHOLD TOXIC WASTE ROUND-UP

The City of Red Deer conducted its seventh annual Household Toxic Waste Round-Up during the week of September 19 to 24, 1994. Household hazardous waste was accepted at Firehall #2 from Monday to Friday, from 8:00 a.m. to 8:00 p.m., and at the Public Works Yard on Saturday, from 10:00 a.m. to 4:00 p.m. This year's Round-Up was again successful, in terms of both participation and the amount of waste collected.

During the week, 2018 vehicles were documented as having dropped off toxic waste, 1 276 vehicles at Firehall #2 and 742 vehicles at the Public Works Yard. Last year a total of 1467 vehicles was recorded. Assuming each vehicle represented one household in the city of Red Deer, approximately 10% of the total households in the city participated in the 1994 toxic waste Round-Up.

The week-long drive and Saturday blitz collected a total of 75 barrels (205 litre/45 gallon drums) of toxic waste, which has been sent to the Alberta Special Waste Treatment Centre near Swan Hills for disposal. In 1993, we shipped 73 barrels.

Recycling was a major emphasis of the Round-Up again this year. The following quantities of materials collected have been recycled:-

QUANTITY 1994	QUANTITY 1993	MATERIAL TYPE	RECYCLING COMPANY
29 drums	40 drums	Used motor oil	Canadian Oil Reclamations
4 drums	Included with oil	Glycol	Canadian Oil Reclamations
85	77	Propane cyclinders	Superior Propane
214	196	Automotive batteries	The Battery Doctor
10 drums	9.5 drums	Aerosol cans	Recycle Systems Inc.
6 cubic yards	4 cubic yards	Cardboard	Laidlaw Waste Systems Ltd.

September 30, 1994
 City Clerk
 Page 2 of 2

...2

The Citizen's Action Group on the Environment (C.A.G.E.) again ran a Paint Exchange in conjunction with this year's Round-Up. Residents dropped off unwanted paint and/or picked up free paint. Ten drums (2,000 litres) of paint were taken from the exchange. All the paint was checked by experts from the five major paint companies, who volunteered their time and equipment. The response from the public for free paint was overwhelming, with no useable paint remaining at the end of the day.

Much of the success of the Round-Up can be attributed to the volunteers. These volunteers included several C.U.P.E. members who volunteered their time, C.A.G.E. representatives; General Paint Ltd.; Cloverdale Paint; Colour Your World; Glidden Paints; Fargey's Paints and the general public.

Brian Watson, Solid Waste Superintendent, Terry Rowley, Solid Waste Inspector, and Mary Stewart, Solid Waste Program Coordinator, along with other staff involved deserve a great deal of credit for a well-organized, well-run Round-Up.

The Household Toxic Waste Round-Up continues to be well used by the citizens of Red Deer, and keeps toxic waste materials out of our landfill site and the environment.

RECOMMENDATION

Submitted for the information of Council.


 Gordon A. Stewart, P.Eng.
 Public Works Manager

TR/blm

c Director of Engineering Services

COMMENTS:

We would like to thank the Public Works Department for the excellent administration of this program and extend a thank you to the Alberta Special Waste Management Corporation for continuing to fund their share of the program.

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

BYLAW NO. 2672/E-95

Being a Bylaw to amend Bylaw No. 2672/80, the Land Use Bylaw of The City of Red Deer.

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

- 1 Section 6.2.1.2 (C1 District) is amended by deleting the following:
(11) Sign - Wall Signs
- 2 Section 6.2.1.2-A (C1-A District) is amended by deleting the following:
(7) Sign - Wall Signs
- 3 Section 6.2.4.2 (C4 District) is amended by deleting the following:
(6) Sign - Wall Signs
- 4 Section 6.3.1.2 (I1 District) is amended by deleting the following:
(7) Sign - Wall Signs
- 5 Section 6.3.1.3 (I1 District) is amended by adding the following:
(9) Sign Identification and local advertising on the following types of signs (see Sectcon 4.12)
- Wall Signs
- 6 This Bylaw shall come into full force and effect upon the passage of third reading

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 1995.

MAYOR

CITY CLERK

BYLAW NO. 2672/F-95

Being a Bylaw to amend Bylaw No. 2672/80, the Land Use Bylaw of The City of Red Deer.

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

That By-Law 2672/80 be amended as follows;

1. The "Use District Map" as referred in Section 1.4 is hereby amended in accordance with the Use District Map No. 1/95 attached hereto and forming part of the By-law.
2. This By-law shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 1995.

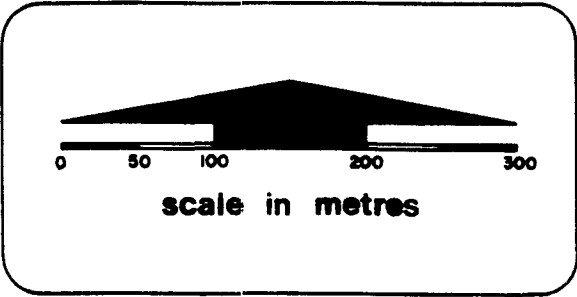
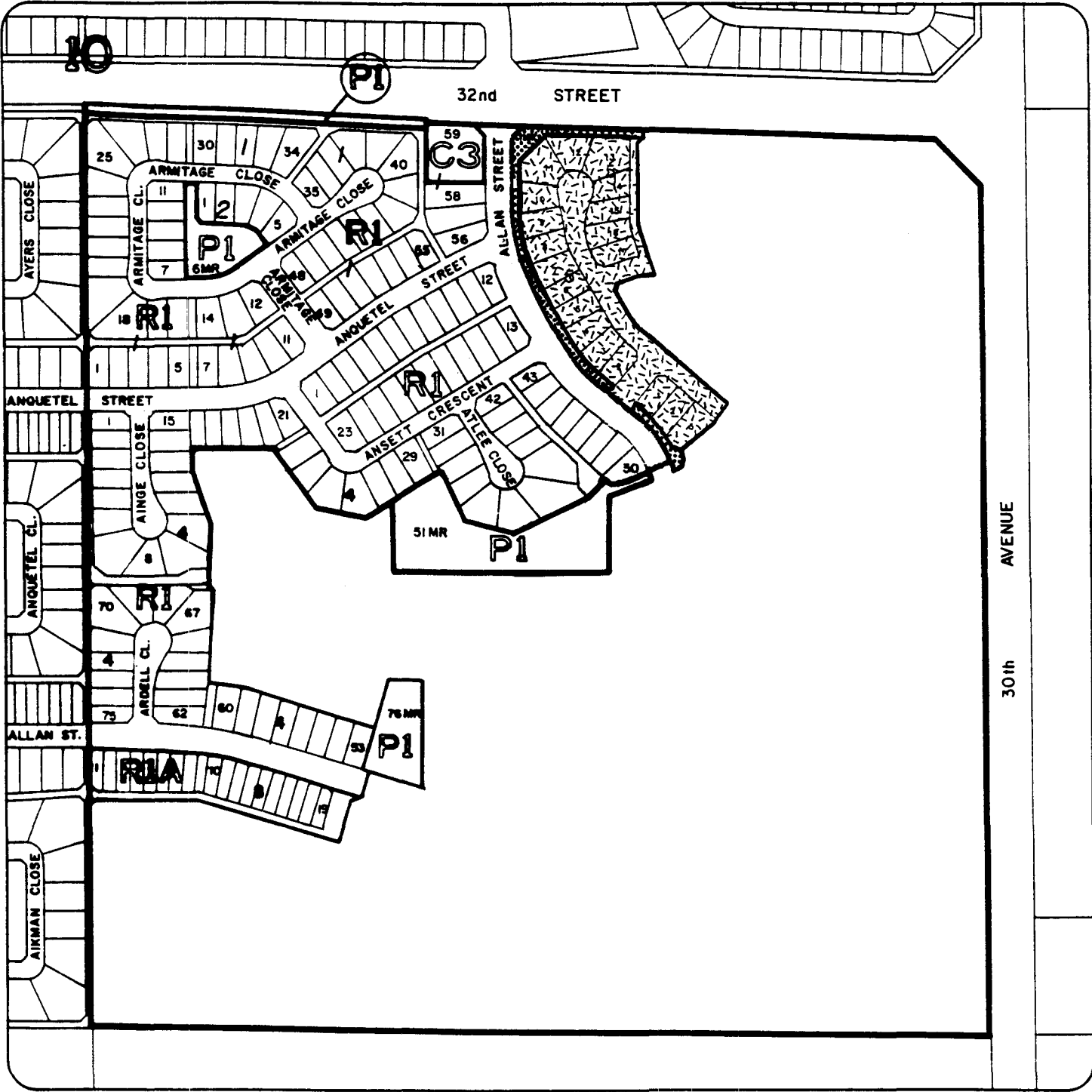
READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 1995.



MAYOR



CITY CLERK

**City of Red Deer ---⁶³ Land Use Bylaw
Land Use Districts**

J6



MAP NO. 1/95
Bylaw No. 2672/F-95
Change from **A1** to **R1**  & **P1** 

MAP NO. 1/95
Bylaw No. 2672/F-95
Change from **A1** to **R1**  & **P1** 

BYLAW NO. 3106/A-95

Being a Bylaw to amend Bylaw No. 3106/94, The Fire Department Fees & Charges Bylaw.

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

- 1 Bylaw No. 3106/94 is hereby amended by deleting Schedule C and substituting therefor the attached Schedule C.
- 2 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 1995.

MAYOR

CITY CLERK

SCHEDULE C**FEES AND CHARGES TO: PUBLIC AND CITY DEPARTMENTS**

<u>Service</u>	<u>Rate</u>
Inspection	\$40.00 per man hour \$20.00 per 1/2 hour or part thereof + G.S.T.
Reinspection	\$40.00 per man hour \$20.00 per 1/2 hour or part thereof + G.S.T.
2nd Reinspection	\$80.00 per man hour \$40.00 per 1/2 hour or part thereof + G.S.T.
Investigation	\$40.00 per man hour \$20.00 per 1/2 hour or part thereof + G.S.T.
Investigation After Hours	\$80.00 per man hour \$40.00 per 1/2 hour or part thereof + G.S.T.
Occupant Load Calculation and Certificate	\$40.00 per man per hour \$20.00 per 1/2 hour or part thereof + G.S.T.
Consulting Fees - Architects & Engineers	\$50.00 per man hour \$25.00 per 1/2 hour or part thereof + G.S.T.
File Search - Current Inspection less than 12 months old	\$50.00 per file + G.S.T.
File Search - Inspection Required	\$40.00 per man hour \$20.00 per 1/2 hour or part thereof \$50.00 per file + G.S.T.

SCHEDULE C

Hydrant Flow Tests	\$40.00 per man hour \$20.00 per 1/2 hour or part thereof + G.S.T.
Hydrant Flow Report	\$50.00 per file + G.S.T.
Sprinkler Systems Approval - includes plan check approval and required inspections	300 to 1525 sq. m - \$ 60.00 + G.S.T. 1525 to 3050 sq. m - \$130.00 + G.S.T. 3050 to 6100 sq. m - \$200.00 + G.S.T. 6100 to 9150 sq. m - \$300.00 + G.S.T. 9150 to 15250 sq. m - \$400.00 + G.S.T. 15250 to ----- sq. m - \$600.00 + G.S.T.
Standpipe & Hose Systems Approval - includes plan check approval and required inspections	300 to 1525 sq. m - \$ 60.00 + G.S.T. 1525 to 3050 sq. m - \$120.00 + G.S.T. 3050 to 6100 sq. m - \$180.00 + G.S.T. 6100 to 9150 sq. m - \$240.00 + G.S.T. 9150 to 15250 sq. m - \$300.00 + G.S.T. 15250 to ----- sq. m - \$360.00 + G.S.T.
Fire Alarm Approval - includes plan check approval and required inspections	300 to 1525 sq. m - \$ 60.00 + G.S.T. 1525 to 3050 sq. m - \$130.00 + G.S.T. 3050 to 6100 sq. m - \$200.00 + G.S.T. 6100 to 9150 sq. m - \$300.00 + G.S.T. 9150 to 15250 sq. m - \$400.00 + G.S.T. 15250 to ----- sq. m - \$600.00 + G.S.T.
Above Ground or Under Ground Tank Installation/Removal - includes plan check approval and required inspections	Number of tanks: 1 -\$100.00 + G.S.T. 2 -\$200.00 + G.S.T. 3 -\$300.00 + G.S.T. 4 -\$400.00 + G.S.T. 5 -\$500.00 + G.S.T.
Yearly SCBA Service/Maintenance	\$90.00
SCBA Tank Fill	\$10.00
Hose Coupling	\$25.00/hr. + materials
C.P.R. Training Dolls:	
Large Doll	\$15.00/day
Baby	\$10.00/day
Set of 10 Training Heads	\$10.00/day

SCHEDULE C

Page 3 of 3

Adult Intubation Head	\$10.00/day
Baby Intubation Head	\$ 5.00/day
Arrhythmia Generator	\$15.00/day
I.V. Training Arm	\$ 5.00/day

False Alarms due to Faulty Equipment	Warning - \$300/call thereafter
Dangerous Goods Abatement	\$300/hr.per unit plus cost of materials used
Motor Vehicle Accidents (in City)	- \$500/hour
- (includes response of pumper & rescue truck)	
Rescue Boat	- \$100/hour

BYLAW NO. 3126/95

BEING a Bylaw of the City of Red Deer to provide for the control and regulation of the Red Deer cemetery and Alto Reste Memorial Gardens.

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

TITLE

This Bylaw to be cited as the "Cemetery Bylaw".

DEFINITIONS

1 In this Bylaw, unless the context otherwise requires:

- a) "burial" means the interment of human remains or cremated human remains in a grave;
- b) "Cemetery Forman" means the City employee working at the cemetery under the instruction and supervision of the manager.
- c) "cemetery" means the cemetery in the City known as the Red Deer cemetery, and the cemetery situate outside the boundaries of the City known as Alto Reste Memorial Gardens cemetery, both of which are owned and operated and under the control of the City.
- d) "City Clerk's Department" means the department of the City directed by the City Clerk.
- e) "columbarium" means a permanent structure containing a number of niches for the placement of cremated human remains.
- f) "columbarium marker" means an upright grave marker in which cremated human remains are sealed.
- g) "common ground" means that portion of a cemetery which is so designated on the cemetery plans in the City Clerk's Department, on the surface of which cremated human remains may be scattered.
- h) "deed" means the application for a lot deed or niche deed.
- i) "department" means the Recreation Parks & Culture Department of the City.
- j) "Director" means the Director of Community Services for the City.
- k) "family lot" means a columbarium niche or a lot or a number of lots, which lie adjacent to one another and which are to be reserved for the burial of more than one member of a family.

- l) "flowering ornamental" means any perennial, annual, and bi-annual flowering plant.
- m) "foundation" means any structure for the purpose of supporting or providing a base for a monument.
- n) "grave" means a lot used as a place of burial.
- o) "infant lot" means a lot for the burial of a person under the age of 1 year.
- p) "liner" means an unsealed concrete container placed in the grave prior to burial.
- q) "lot" means a lot for burial as shown on a cemetery plan of the cemetery on record in the City Clerk's Department.
- r) "Manager" means the Manager of the Recreation Parks & Culture Department for the City and shall include any person authorized by the Manager to carry out his duties.
- s) "monument" means any structure in a cemetery erected or constructed on any lot for memorial purposes.
- t) "niche" means a single compartment of a columbarium measuring 16" x 16" x 12".
- u) "resident" means a person who has been ordinarily living in the City and has resided in the City immediately preceding his or her death or his or her application to purchase a lot.
- v) "vault" means a sealed container placed in the grave prior to burial.
- w) "woody ornamental " means any trees, shrubs, creepers and climbers.
- x) "working hours" means regular hours of work from 7:30 to 4:00 p.m. each day, Monday through Friday, excluding holidays.
- y) "youth lot" means a lot for the burial of a person less than 6 years old and of at least 1 year of age.

DUTIES, RIGHTS AND POWERS OF THE MANAGER

- 2 Cemetery records are to be considered personal and confidential and the Manager shall hold such records in confidence for family members and archival purposes only; all requests for cemetery records other than the above must be referred to Council.
- 3 The Manager shall have:

- a) charge of the cemetery and the authority to make decisions on issues not addressed in this bylaw;
- b) the authority to order that the graves in any particular section of the cemetery shall be laid in any direction he may consider suitable;
- c) the authority to remove any funeral designs or floral pieces which may become wilted, or any other article or thing after the expiration of 5 days from placement;
- d) the right to remove any woody ornamentals situated on or about the cemetery which become by means of their roots or branches or in any other way detrimental to adjacent lots, walks or driveways, prejudicial to the general appearance to the grounds or dangerous or inconvenient to the public.

LOTS

4 The cemetery plans of the lots now on record in the office of the City Clerk's Department, together with all subsequent plans of cemetery lands approved by the Manager, shall be the plans of the cemetery herein referred to and all interments shall be made and records kept by the City Clerk's Department in accordance with such plans.

5 The purchase price for, size of, and purpose of all lots are set forth in Schedule "D" annexed hereto.

6 (1) Effective upon passage of this bylaw:

- a) all double and single family lots for the burial of human remains hereafter surveyed shall have dimensions of 8 feet by 12 feet and 4 feet by 12 feet respectively;
- b) all lots for the burial of cremated human remains hereafter surveyed shall have dimensions of 2 feet by 2 feet, except that lots in Red Deer cemetery Section EE permitting columbarium markers shall have dimensions of 2 ft x 3 ft.;
- c) youth lots shall be 4 feet by 6 feet; and
- d) infant lots 3 feet by 5 feet.

(2) No human remains or cremated remains of any person:

- a) aged 1 year or older may be buried in an infant lot; or
- b) aged 6 years of age or over may be buried in an youth lot.

7 (1) The City Clerk's Department shall:

- a) administer all sales of deeds and burials in the cemetery, and receive all monies therefrom; and
- b) upon payment by any person to the City of the full price of any deed, furnish such person with a receipt for the sum paid.

(2) Cemetery deed purchases may be invoiced to the respective purchaser upon request and at the discretion of the City Clerk's Department.

8 A lot deed shall be completed in the form of Schedule "A" upon the purchaser paying or being invoiced the amount set forth in the tariff of fees contained in Schedule "D".

9 The funds received by the City for perpetual care will be invested by the City and the interest therefrom shall be used to offset the maintenance of the cemetery.

10 No lot shall be used for any purpose other than burials.

11 Posts to mark the limits of lots shall be permitted, provided that they are placed within the limits of the lots and are level with and not projecting above the ground.

BURIALS

12 Whenever a lot is held by two or more persons, an application for burial in the lot will be accepted by the City Clerk's Department from any one of the said persons or their heirs, executors, administrators or successors.

13 No person shall accept any fee or reward for a burial in a lot of which such a person is the deed holder, or over which he exercises any power or control.

14 (1) No burial shall be permitted until a burial application and permit in the form of Schedule "A" hereunto annexed has been completed at the City Clerk's Department and given to the Cemetery Forman. Such permit shall contain the following particulars:

- a) description of the lot;
- b) name of deceased;
- c) name of undertaker or person responsible for burial;
- d) date and time for burial;
- e) name of applicant for burial permit.

(2) Between the months of May and October inclusive in any year, all applications for

burials shall be made to the City Clerk's Department at least 7.5 working hours before the time for burial.

- (3) Between the months of November of one year and April of the following year inclusive, all applications for burials shall be made at least 15 working hours before the time for burial.

1 5 No burial or funeral service shall be permitted in a cemetery on a Sunday or holiday except with special permission in writing from the Manager, which may only be granted in cases of special emergency or circumstances which, in the opinion of the Manager, justifies an exception. An application for special permission herein shall be made to the City Clerk's Department not less than 15 regular City working hours prior to the date of interment.

1 6 A charge for overtime will be payable by the applicant for the burials if it is necessary for City employees to remain after working hours.

1 7 The deed holder or the person instructing the City to open a grave shall give complete and precise instructions and the City shall not be responsible for any errors resulting from the lack of proper instruction.

1 8 (1) Graves shall be dug and burial made only by persons supervised by and under the direction of the Cemetery Forman or Manager.

(2) No person not under the control or supervision of the Cemetery Forman or Manager shall open any grave for a burial, or the removal of a body or urn from the grave.

1 9 (1) No grave for the burial of a deceased person six (6) years of age or over shall be less than 6 feet in depth from the surface of the ground surrounding the grave.

(2) No grave for the burial of a deceased person less than six (6) years of age or under shall be less than 5 feet in depth from the surface of the ground surrounding the grave.

(3) No grave for the burial of cremated remains shall be less than eighteen (18) inches in depth from the surface of the ground surrounding the grave, excepting where the cremated remains of a body is sealed within a columbarium marker.

(4) No grave for the burial of two bodies, one above the other, shall be less than 8 feet in depth from the surface of the ground surrounding the grave.

(5) When more than one body is interred in the same grave, the last interment shall be at a depth of at least three (3) feet from the surface of the ground to the top of the liner or vault and, in no case shall the bodies of more than two persons be interred in the same grave.

(6) No second burial shall be permitted in any lot on which there are unpaid charges due and payable to the City.

- 20 (1) Liners or vaults are required for all burials of persons 6 years of age or older. This requirement may be dispensed with by the Manager if, in his opinion, there are valid religious or personal preference reasons to do so. Burials permitted without the installation of a liner or vault are subject to payment of the fee as outlined in Schedule "D".
- (2) When more than one body is to be interred in the same grave, each burial shall require a liner or vault.
- (3) All pre-need sales of liners shall be provided by the City; liners and vaults required at the time of need shall be provided by funeral homes.
- (4) The installation of all liners and vaults shall be the responsibility of the City upon payment of the purchase price and fees outlined on Schedule "D".
- 21 (1) The burial of cremated remains shall be in such place in the cemetery as may, from time to time, be designated by the Manager.
- (2) The cremated remains of a person to be buried in the same lot in which a body is to be buried, shall be placed adjacent to the monument or, in the absence of a monument, the placement shall be where a monument should be located.
- (3) Cremated human remains may be scattered on the surface of common ground at no charge. Applicants shall complete a burial application and permit and supply the City Clerk's Department with a burial permit or a copy of the Certificate of Cremation.
- (4) No burial of cremated remains on designated cremated remains lots on which an existing monument is erected shall be allowed between November 1 of one year, and April 30 of the next year then following.
- 22 The cremated remains of not more than 4 persons may be interred in a single lot reserved for persons 6 years of age or older.

MONUMENTS

- 23 All persons employed in the construction and delivery of monuments or doing other work in the cemetery, whether employed by the City or not, shall be subject to the direction and control of the Manager.
- 24 (1) No monument shall:
- a) exceed a height of 5 feet from the surface of the ground adjacent to the grave; and
 - b) exceed the maximum horizontal dimensions of the foundation as set out in Schedule "C".

- (2) No monument or foundation shall be placed on a lot until an application is made to the City Clerk's Department and a permit in the form of Schedule "B" hereunto annexed has been issued.
 - (3) All foundations and monuments shall be confined within the boundaries of the respective lots, and all monuments shall be placed in a manner as to maintain whenever possible, a proper alignment consistent with grave monuments on adjacent lots.
 - (4) Not more than two monuments shall be placed upon a single lot. The second monument placed upon a single lot shall be a flat monument and shall contain an area sufficient to accommodate inscriptions of possible future burials.
- 25 No foundations or monuments shall be erected on Sundays or holidays.
- 26 All monuments shall be firmly secured to the foundation with glue and/or setting compound.
- 27 All foundations placed in a cemetery shall be made of concrete, excepting foundations for flat monuments which may be made of frosted granite. All foundations, including granite, must be a minimum of 4 inches thick and installed flush with ground level and conform to the specifications and dimensions of Schedule "C" annexed hereto.
- 28 All flat monuments placed in a cemetery shall be flush with ground level and conform with the specifications and dimensions of Schedule "C" annexed hereto.
- 29 All monuments on cremation lots shall be flat monuments, excepting those lots in Section EE of the cemetery plan of the Red Deer Cemetery where upright columbarium markers are permitted.
- 30 Monuments with urns attached are prohibited except in the case of columbarium markers.
- 31 (1) Except as provided in Subsection (2) concrete or stone slab grave covers exceeding the dimensions specified in Schedule "C" shall not be permitted in a cemetery.
- (2) Stone-slab grave covers exceeding the dimensions specified in Schedule "C" may be permitted in the Gardens of Christus and Devotion of the Alto Reste cemetery, as shown in the cemetery plan in the City Clerk's Department, but only if the respective lots were purchased prior to December 31, 1989.
 - (3) No monuments shall be erected in the area designated by the Manager for all group stillborn burials in Alto Reste Cemetery and upon which the City has erected a single monument where the applicant may have the name of the deceased engraved. The applicant must obtain a monument permit for the purpose of monument engraving and the size of the engraving will be as specified by the Parks Manager.

- 32 All monuments shall be placed in a position to be read from the east side, excepting Sections EE, K, L, P, Q, R & T shown in the cemetery plan of the Red Deer Cemetery, and the Gardens of Christus and Devotion Sections in the Alto Reste Cemetery.
- 33 The placement of all foundations for upright monuments and foundations containing flat monuments shall be completed by the City in accordance with the specifications in this bylaw, and upon payment of the fee as outlined in Schedule "D".
- 34 Flat monuments shall be placed within foundations by monument companies in accordance with the specifications outlined in Schedule "C". All flat monuments, complete with foundations and upright monuments, shall be delivered to the respective cemetery a minimum of five (5) work days prior to the specified installation date indicated on the monument permit.
- 35 If the owner of a monument fails to make the required repairs or alterations to the monument within 30 days after receiving written notice from the Manager to do so, the Manager may cause such repairs and charge the cost thereof to the owner which shall be payable to the City on Demand.
- 36 The City shall not be liable for damages resulting from theft, vandalism or damage howsoever caused to monuments erected upon a lot.
- 37 Unless permitted by the Manager, no monument shall be erected from November 1 until the end of April following; and foundations required between October 1 and November 1 shall be precast.

COLUMBARIUMS

- 38 The purchase price for niches shall be as set out in Schedule "D".
- 39 A niche deed shall be completed in the form of Schedule "A" upon the purchaser paying or being invoiced the amount set forth in Schedule "D".
- 40 A niche shall have dimensions of 16 inches by 12 inches by 16 inches.
- 41 Niches shall be used only for the purpose of placement of cremated remains of one or more human bodies, as the space within a niche permits.
- 42 The opening and closing of a niche shall be performed only by the Cemetery Forman and after payment of the fee set out in Schedule "D".
- 43 The City shall sell niche deeds only as they are available.
- 44 Vases, flowers and other funeral designs or floral pieces may be placed only at the base of the columbarium; placements on the niche doors or on top of the columbarium are prohibited.

- 4 5 The City shall not be liable for damages to the contents of niches whether resulting from theft, vandalism or other damage howsoever caused.

VISITORS

- 4 6 No person other than an employee under the direction of the Manager shall enter or remain in the cemetery between sunset of one day, and sunrise of the day next following.

VEHICLES IN THE CEMETERIES

- 4 7 No person shall drive any vehicle through any cemetery at a greater rate of speed than 20 km/h.
- 4 8 The Manager may prohibit the driving of vehicles in any part of a cemetery.
- 4 9 The Manager may prohibit the driving of any vehicle in the cemetery when the roads are in an unfit condition.
- 5 0 The owner of any moving vehicle shall be responsible for any damage done by such vehicle within the boundaries of the cemetery.

FIELD OF HONOR

- 5 1 The City shall set aside and maintain in a cemetery an area which shall be known as the "Field of Honor" which shall be reserved for burial of members and ex-members of the Canadian and British Naval, Military and Air forces upon request of a relative or the Department of Veterans Affairs or Department of National Defence.
- 5 2 Spouses of members and ex-members of the Naval, Military and Air Forces may be buried in the same lot as his/her spouse only if the first burial is that of the member or ex-member.

GENERAL PROVISIONS

- 5 3 (1) No person shall re-sell or transfer any lot deed, or niche deed to any other person; provided however, niche deeds and lot deeds may be transferred from one family member to another, but no transfer shall be valid unless such transfer is registered with the City Clerk's Department.
- (2) Notwithstanding Section 52(1), a niche deed or lot deed may be transferred back to the City whereupon the transferor shall be entitled to receive a refund of the original purchase price including the amount paid for perpetual care, less an administration fee of 10% of the foregoing amounts.
- 5 4 Any society desiring to hold a memorial service at a cemetery shall give the Manager at least 10 days' notice in writing of their intention to do so.

- 55 No cremation shall be performed at a cemetery any time during a funeral or burial service at such cemetery.
- 56 All work in the immediate vicinity of a grave or columbarium shall be discontinued during a burial service.
- 57 No person shall:
- (a) erect fences, railings, walls, copings, hedges in or around any lots.
 - (b) destroy, damage, deface or write upon any monument or columbarium, or other structure or object in any cemetery.
 - (c) deposit any paper, sticks, or refuse of any kind on any portion of the lands within the boundaries of a cemetery except in receptacles provided for that purpose.
 - (d) remove the sod in graves or from any portion of any lot without first obtaining the consent of the Cemetery Forman.
- 58 (1) No person shall disturb the quiet or good order of the cemetery.
- (2) A member of the Royal Canadian Mounted Police, Bylaw Officer, the Manager, Cemetery Forman, or other person from time to time in charge of the cemetery may evict therefrom, using such force as is reasonably necessary, or deny entrance to any person who contravenes section 57(1).
- 59 All grading, seeding of grass, and sodding work shall be done under the direction of the Cemetery Forman by employees of the City.
- 60 No person, other than the Manager, an employee under the direction of the Manager, the owner of a deed or his agent, shall be permitted to care for any lot.
- 61 Benches may be permitted in a cemetery at such locations as the Manager may direct.
- 62 No person shall take, allow, or permit any animal owned by them in any cemetery unless, such animal is on a leash not exceeding 2 metres in length under the control of an adult person, and such person shall immediately remove of all animal feces.

FEES AND CHARGES

- 63 The fees and charges set forth in Schedule "D" annexed hereto are hereby established as the charges for services provided under this bylaw.

PENALTY

- 6 4 Any person who commits a breach of any of the provisions of this bylaw shall on conviction for such breach, be liable to a penalty of not less than One Hundred (\$100.00) Dollars and not exceeding One Thousand (\$1,000.00) dollars exclusive of costs, or in the case of non-payment of the fine and cost imposed, to imprisonment for any period not exceeding sixty (60) days.
- 6 5 Bylaw No. 2592/88 and all amendments thereto are hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 199 .

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 199 .

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 199 .

MAYOR

CITY CLERK

**THE CITY OF RED DEER
MONUMENT PERMIT
BYLAW NO. 3126/95**

PERMIT NO. _____

NAME OF MONUMENT COMPANY: _____

PURCHASER: _____ DECEASED: _____

LOCATION: GARDEN: _____ SECTION _____ PLOT _____ LOT _____ SUBDIVISION _____

TYPE OF MONUMENT: FLAT _____ PILLOW _____ UPRIGHT _____

MATERIAL USED: GRANITE _____ BRONZE _____ MARBLE _____ OTHER _____

MONUMENT/MARKER SIZE: _____
(LxW) (HEIGHT) (FOUNDATION)

GREY BASE (IF APPLICABLE) _____
(LxW)

SINGLE _____ DOUBLE _____ OTHER _____
(REFERS TO SIZE OF MARKER AS OPPOSED TO NUMBER OF NAMES APPEARING)

DESCRIPTION: _____

DATE OF APPLICATION _____ EST. DATE OF DELIVERY _____
(Y/M/D/) (Y/M/D/)

FEE: _____ CASH _____ CHEQUE _____ INVOICE _____

CITY CLERK'S DEPARTMENT

SIGNATURE OF APPLICANT

NOTE: ALL MONUMENTS MUST BE PLACED ON FOUNDATIONS AND IN ACCORDANCE WITH THE CITY OF RED DEER CEMETERY BYLAW NO. 3126/95 (EXCEPT ON REVERSE). PERMITS MUST BE PRESENTED TO THE CITY CLERK'S DEPARTMENT 48 HOURS PRIOR TO DELIVERY OF MONUMENT/MARKER AND ONLY DURING THE MONTHS OF PLACEMENT. ALL PERMITS ARE VALID UNTIL NOVEMBER 1ST IN THE YEAR OF THE APPLICATION.

FOR MORE INFORMATION CALL: 342-8303

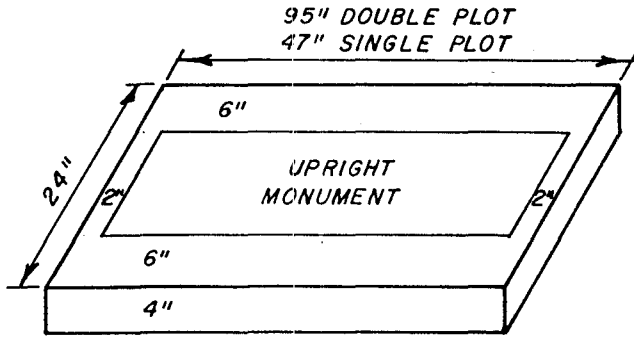
OFFICE USE ONLY

ACTUAL DATE OF DELIVERY: _____ DATE OF PLACEMENT _____
(Y/M/D) (Y/M/D)

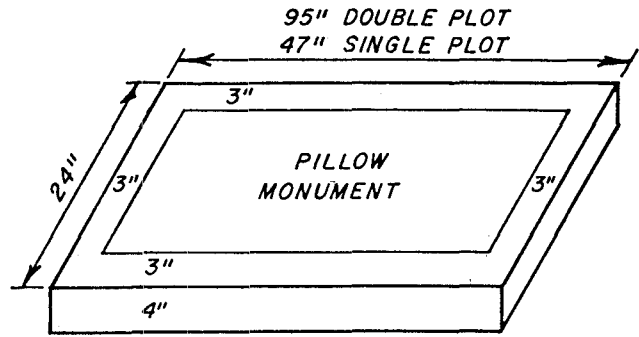
COMMENTS: _____

CEMETERY FOREMAN: _____

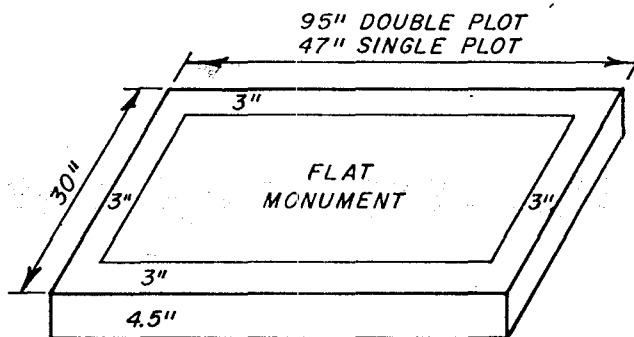
COLOR DISTRIBUTION: White - Monument Company/Applicant; Goldenrod - Foreman; Green - Records



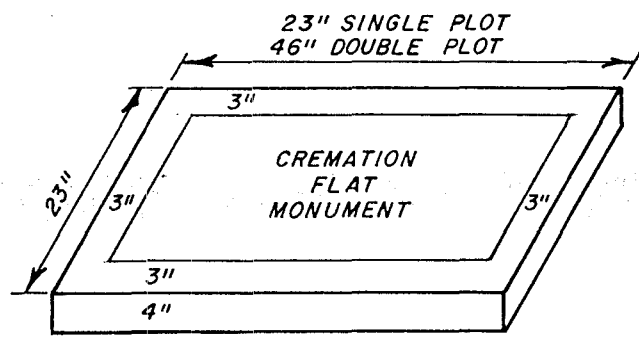
MINIMUM CONCRETE DEPTH - 4"



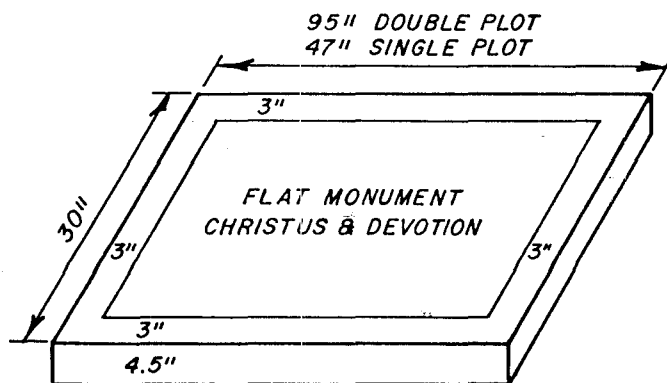
MINIMUM CONCRETE DEPTH - 4"



MINIMUM CONCRETE DEPTH - 4.5"



MINIMUM CONCRETE DEPTH - 4"



MINIMUM DEPTH UNDER
MONUMENTS - 2.5"

MINIMUM CONCRETE DEPTH - 4.5"

- NOTE:
- ALL DIMENSIONS INDICATE MAXIMUM SPECIFICATIONS.
 - ALL FLAT MONUMENTS ARE TO BE PLACED IN CONCRETE FOUNDATIONS BY MONUMENT COMPANIES.
 - ALL FOUNDATIONS ARE TO BE PRECAST OR POURED-IN-PLACE CONCRETE.
 - GRANITE MARKERS WITH A FROSTED EDGE SHALL HAVE A MINIMUM DEPTH OF 4 INCHES.

MONUMENT FOUNDATION SPECIFICATIONS

SCALE: N.T.S.

APP. BY:

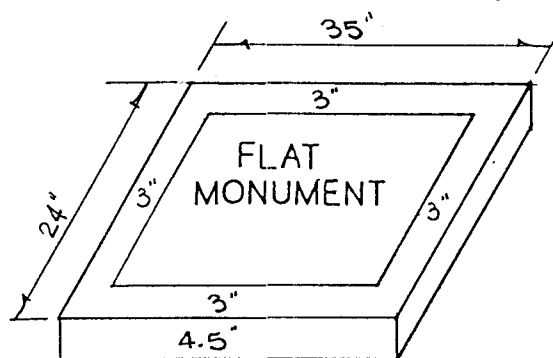
DRAWING NO.

DRAWN BY: C.E.J.B.

DATE: FEB. 5/88

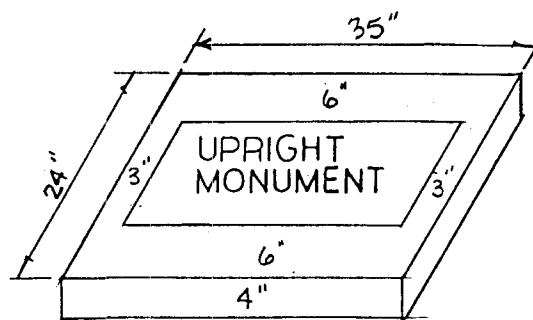
1

YOUTH LOTS
CHRISTUS 3'x4' LOTS

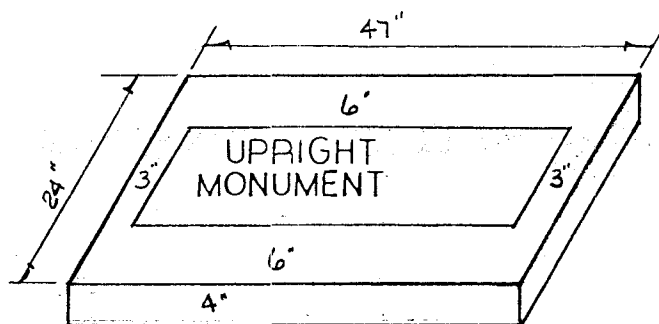


OR 2" UNDER MONUMENT

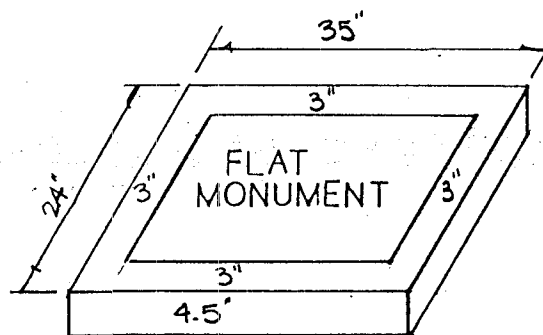
DIVINITY 21-22-24
BABY



DIVINITY 19-20-23
YOUTH

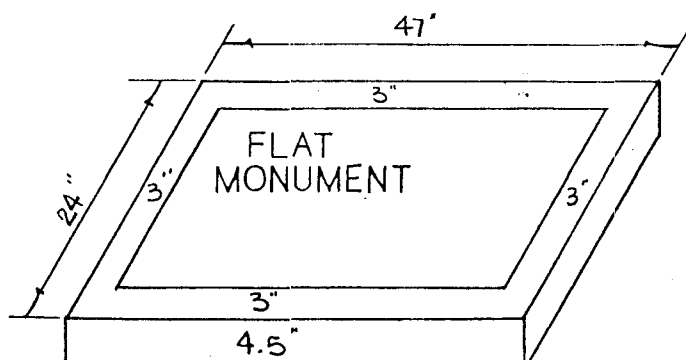


DIVINITY 21-22-24
BABY



OR 2.5" UNDER MONUMENT

DIVINITY



OR 2.5" UNDER MONUMENT

- NOTE:
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 - GRANITE MARKERS WITH A FROSTED EDGE SHALL HAVE A MINIMUM DEPTH OF 4 INCHES.

MONUMENT FOUNDATION SPECIFICATIONS

SCALE: N.T.S.

APP. BY:

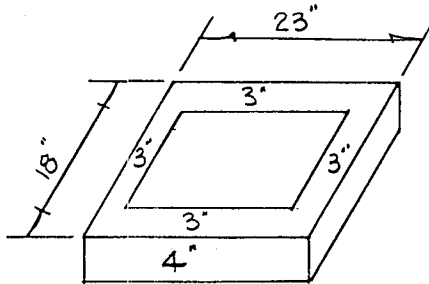
DRAWING NO.

DRAWN BY: D.N.

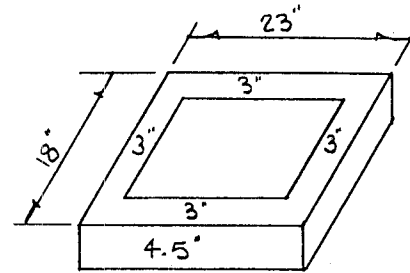
DATE: OCT. 30/91

3

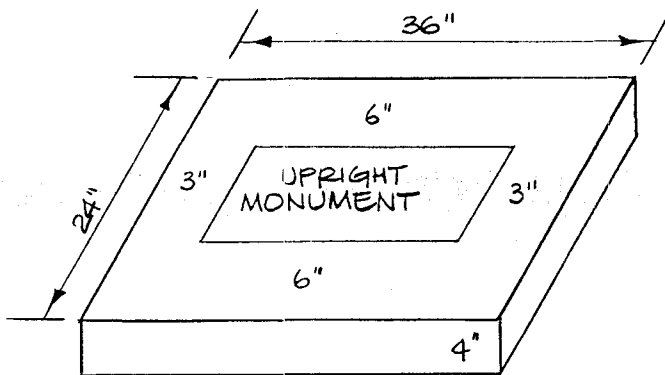
UPRIGHT MONUMENT



FLAT MONUMENT



OR 2.5" UNDER MONUMENT

RED DEER CEMETERY
SECTION E-E

- NOTE:
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 - ALL FOUNDATIONS ARE TO BE PRECAST OR POURED-IN-PLACE CONCRETE.
 - GRANITE MARKERS WITH A FROSTED EDGE SHALL HAVE A MINIMUM DEPTH OF 4 INCHES.

**MONUMENT FOUNDATION
SPECIFICATIONS**

SCALE: N.T.S.

APP. BY:

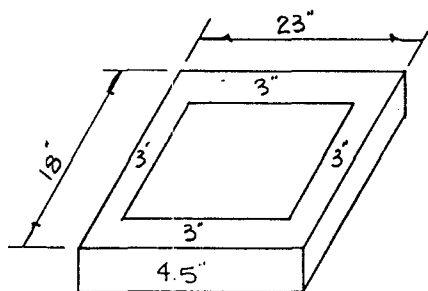
DRAWING NO.

DRAWN BY: D.N

DATE: OCT. 30/91

4

CHRISTUS 2'x4'
FLAT ONLY



OR 2" UNDER MONUMENT

- NOTE: ■ ALL DIMENSIONS INDICATE MAXIMUM SPECIFICATIONS.
- ALL FLAT MONUMENTS ARE TO BE PLACED IN CONCRETE FOUNDATIONS BY MONUMENT COMPANIES.
- ALL FOUNDATIONS ARE TO BE PRECAST OR POURED-IN-PLACE CONCRETE.
- GRANITE MARKERS WITH A FROSTED EDGE SHALL HAVE A MINIMUM DEPTH OF 4 INCHES.

MONUMENT FOUNDATION SPECIFICATIONS

SCALE: N.T.S.

APP. BY:

DRAWING NO.

DRAWN BY: D.N.

DATE: OCT. 30/91

2

<u>PLOT</u>	<u>SIZE</u>	<u>RESIDENT</u>	<u>PERPETUAL CARE</u>	<u>NON-RESIDENT</u>
Single lot for persons 6 years of age or over	4' x 12' or 4' x 10' or 4' x 9'	450	300	600
Military (Field of Honour)	4' x 12' or 4' x 10' or 4' x 9'	---	300	---
Double lot for persons 6 years of age or over	8' x 12' or 8' x 10' or 8' x 9'	900	600	1,200
Youth lot for persons 1-5 years of age	4' x 6'	225	150	295
Infant lot for persons under the age of 1 year	3' x 5'	170	125	210
Lot for Columbarium Marker	3' x 2'	170	125	260
Lot for cremated remains	2' x 2'	160	100	255
Columbarium/Niche		560	275	725
Pre-need purchase & installation of concrete liners (at time of plot purchase)		450		450
Installation of liners		150		150
Installation of vaults		225		225

BURIALS

CHARGES

For the burial of the body of a deceased person 6 years or over.	400
For the burial of the body of a deceased person between the ages of 1 year and 5 years.	200
For the burial of the body of a deceased person under the age of 1 year.	100
For the extra depth (8') to permit double burial of bodies of persons of any age (extra charge)	125
For the burial of cremated remains of any body.	155

Additional charges in respect of any burials carried out on a Saturday, Sunday or a holiday.	280
Surcharge - for all burials not using concrete liners or vaults (settlement repair).	250
Installation fee - wood liners (exceptions only)	150
Opening and closing of columbarium niche (per request)	65

DISINTERMENTS**CHARGES**

For the disinterment of the body of a deceased person 6 years of age or over.	500
For the disinterment of the body of a deceased person 5 years of age or under.	350
For the disinterment of the cremated remains of any body.	175

Reinterments shall be at burial rates.

MISCELLANEOUS

Sale/transfer of deed back to the City (Administration Fee)	10%
--	-----

MONUMENTS

Application Fee for the removal/replacement of monuments	\$20
--	------

Placement of flat monuments contained in a concrete foundation, or constructed with frosted granite (application fee included):

Foundation Size (length)

0" - 47"	\$60
47" - 95"	\$80

Supply and placement of concrete foundations required for upright monuments (application fee included):

Foundation Size (length)

0" - 36"	\$100
36" - 47"	\$110
47" - 60"	\$150
60" - 95"	\$200

BYLAW NO. 3127/95

Being a Bylaw of The City of Red Deer to authorize the execution of a Master Agreement between The City of Red Deer and other municipalities for the establishment of an intermunicipal planning agency.

WHEREAS the Municipal Government Act allows a municipality to enter into an agreement with other municipalities for the performance of any matter or thing judged to be of benefit to them;

AND WHEREAS The City of Red Deer considers it beneficial to enter into an agreement with certain other municipalities for the provision of land use planning services;

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

- 1 The Master Agreement establishing a joint municipal committee to be known as the Parkland Community Planning Services, a copy of which is attached hereto as Schedule A, is hereby ratified and approved; and the Mayor and the City Clerk are hereby authorized to execute the said agreement for and on behalf of The City of Red Deer.
- 2 This bylaw shall come into full force and effect upon third reading.

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 1995.

MAYOR

CITY CLERK

MASTER AGREEMENT FOR THE ESTABLISHMENT OF THE PARKLAND COMMUNITY PLANNING SERVICES ENTERED EFFECTIVE THE 1ST DAY OF MARCH, 1995.

BETWEEN :

**EACH OF THE MUNICIPALITIES WHICH
HAS EXECUTED THIS AGREEMENT
IN COUNTERPART**

Authority

WHEREAS the *Municipal Government Act*, R.S.A., 1980 (Bill 31-1994) (the "Act") allows a municipality to enter into an agreement with other municipalities for the performance of any matter or thing judged to be of benefit to them;

AND WHEREAS the municipalities executing this agreement wish to set up an intermunicipal organization to provide them with land use planning, subdivision processing, and associated services previously provided by the Red Deer Regional Planning Commission under the provisions of the *Planning Act*;

THEREFORE the municipalities (the "members") agree as follows:

PART 1

1. Establishment of Agency

- 1.1 There is hereby established a joint municipal committee to be known as the Parkland Community Planning Services (the "Agency");

PART 2

2. Relationship to the former Red Deer Regional Planning Commission

- 2.1 Subject to all approvals under the Transitional Guidelines established by Alberta Municipal Affairs, the Agency will take over and absorb the net assets of the Red Deer

Regional Planning Commission (the "Commission"), which is expected to be abolished by Ministerial Order, or changes to the *Planning Act* after April 1, 1995.

- 2.2 All outstanding liabilities of the Commission, including, but not limited to any claims by staff of the former Commission concerning pay and benefits, will be discharged in full or suitable arrangements made prior to its dissolution, and the Agency will not be responsible for any of these liabilities.

PART 3

3. Operations and Sources of Funds

- 3.1 The Agency will provide its members with planning services as a benefit of membership, the amount and form of these services to be in accordance with the service agreement between the member and the Agency.
- 3.2 The Agency will be financed in part by payment of the sums specified in a municipal planning advisory services agreement between the Agency and each municipality, payable as provided in such agreement.
- 3.3 Where requested by a member, the Agency will process subdivision applications for that municipality and will finance this work through fees to be paid to the Agency by the applicant for subdivision as provided through a subdivision processing advisory services agreement.
- 3.4 The Agency may sell goods and services to municipalities which are not members of the Agency, other governments, and the private sector, at fees or within a range of fees to be established by the Board from time to time.
- 3.5 The Agency may pursue other sources of income as authorized by the Board, but the Board may not levy any increased amount on members other than as provided in a service agreement with such member.

- 3.6 The Agency shall maintain a cash reserve equivalent to one-quarter (25%) of the budgeted annual expenditures.

PART 4

4. Administration

- 4.1 In order to provide the services contemplated under this agreement, the Agency may:
- a) enter into "Municipal Planning Advisory Services" agreements and "Subdivision Processing Advisory" agreements (herein called "Service Agreements") with municipalities;
 - b) enter into agreements with the Local Authorities Pension Plan and other staff insurance and benefit packages as authorized by the Board;
 - c) enter into leases for office space and equipment; and
 - d) purchase and dispose of assets such as office equipment, maps, plans, survey equipment, computer hardware and software, and other things necessary to undertake planning work for the members.

PART 5

5. Fiscal Year and Inspection of Books and Records

- 5.1 The Agency's Fiscal Year shall be April 1st to March 31st.
- 5.2 The financial books and records shall be maintained in such manner as may be designated by the Board from time to time.
- 5.3 The books and records of the Agency shall be open to the inspection of the authorized representatives of the parties hereto at all times.

PART 6

6. Annual Meetings

- 6.1 The Annual Meeting of the Agency shall be held in November of each year.
- 6.2 Each member has the opportunity to be represented by:
 - a) a person appointed by resolution of its Council; or
 - b) where such person is unable to attend, by an alternate representative appointed by its Council.
- 6.3 Each member is entitled to attend the Annual Meeting and to vote on all matters.
- 6.4 Each member shall have one vote.
- 6.5 At the Annual Meeting, the Director shall present the audited financial statements and shall report on the activities of the past year.
- 6.6 At the Annual Meeting, the Chairman shall present the budget for the Fiscal Year for adoption by the members.
- 6.7 At the Annual Meeting, the members shall:
 - a) elect the Board of Directors in accordance with section 8.1.1; and
 - b) from the Board of Directors so elected, elect a Chairman and Vice-Chairman.
- 6.8 Representatives of members attending the Annual Meeting shall not be paid any honorarium or travel expenses by the Agency.

PART 7

7. Initial Organizational Meeting

- 7.1 As soon as possible after sufficient municipalities have by bylaw agreed to join the Agency, the Agency shall hold an Initial Organizational Meeting at which the first Board of Directors shall be elected and from which shall be elected an Interim Chairman and an Interim Vice-Chairman, to hold office until the first Annual Meeting in November of 1995.

PART 8

8. Board of Directors

- 8.1.1 The Agency shall be governed by a Board of Directors (the "Board"), which shall consist of:
- a) one representative of the City of Red Deer for so long as the City is a member;
 - b) two representatives of towns, elected from such members at the Annual Meeting;
 - c) two representatives of Villages and Summer Villages, elected from such members at the Annual Meeting;
 - d) one rural representative, elected from such members at the Annual Meeting.
- 8.1.2 Where there are insufficient numbers of members of each form of municipality to form the Board of Directors as set out in 8.1.1, a lesser number of representatives from each form of municipality, in accordance with their representation, shall form the Board of Directors.
- 8.2 Unless the Board decides otherwise, it shall meet at the call of the Chair.
- 8.3 A quorum for members of the Board shall be a majority of the members.

8.4 The Board's duties shall be to oversee the operations of the Agency, including, but not necessarily limited to, the following:

- a) to employ the Director to act as the Chief Administrative Officer of the organization and, if necessary, to dismiss any such Director;**
- b) to set a budget for the forthcoming year;**
- c) to appoint signing authorities for cheques, contracts, and other documents;**
- d) to appoint an auditor;**
- e) to set standards of employment for staff;**
- f) to ensure that the Agency is fully insured against claims that may be made for negligence or other liability;**
- g) to ensure that any surplus funds are returned to members in a fair manner;**
- h) if a vacancy occurs in the membership of the Board, to appoint a representative to fill the vacancy from the same group of municipalities that elected the previous representative to serve until the next Annual Meeting of the Agency;**
- i) to establish the rate of travel expenses for staff;**
- j) to establish committees and appoint members thereto as the need may arise;**
- k) to prepare, carry out and review, from time to time, a business strategy for the Agency.**

PART 9**9. The Director**

9.1 The Director shall:

- a) be the Chief Administrative Officer and Financial Officer of the Agency;
- b) engage and dismiss staff accordingly to the budget and any policy directions received from the Board;
- c) oversee the work of the office and allocate responsibilities to employees;
- d) have subdivision approving authority in accordance with direction established by the Board.

9.2 The Director may delegate his powers in accordance with direction established by the Board.

PART 10**10. Membership**

10.1 Membership in the Agency by a municipality is automatic when a municipality by bylaw enters this agreement and signs a service agreement with the Agency in the form approved by the Board.

10.2 Membership of the Agency is ongoing and does not require re-affirmation by members and continues for so long as a municipality is a party to a subsisting service agreement.

10.3 A member may terminate its membership in the Agency upon six months' notice being given prior to the end of the term of all its service agreement and upon payment in full of any money owing to the Agency.

10.4 Upon termination of membership by failure to renew a service agreement or by termination under clause 10.3, a member:

- a) shall not be entitled to any distribution or share of any assets of the Agency;
- b) shall be entitled to all files, records and documents respecting the planning services which have been provided by the Agency to such member;
- c) shall continue to be liable to pay to the Agency any money payable under a subsisting service agreement.

PART 11

11. Committees

11.1 The Agency may establish:

- a) a subdivision committee to consider applications for subdivisions on behalf of municipalities which have subdivision processing advisory service agreements; and
- b) such other committees, as may be required from time to time, to fulfill the roles and perform the duties of the Agency; and
- c) confer decision making authority on the committee, other than policy, finance, and other matters otherwise specifically provided for elsewhere in this agreement.

11.2 Members of a committee, including the Board of Directors, may receive an honorarium for their attendance at committee meetings and travel expenses thereto at the same rate as staff, provided that this be approved by a majority vote at an Annual, Special, or Initial Organizational Meeting.

- 11.3 The quorum for members of a committee meeting shall be a majority of the members.

PART 12

12. Date of Commencement

- 12.1 The Agency shall come into existence when at least three municipalities have enacted the necessary bylaw and signed this agreement and a services agreement. The Agency shall commence operations on the 1st day of April, 1995.

PART 13

13. Termination

- 13.1 This agreement may be terminated and the Agency may be wound up by resolution passed, at the Annual Meeting or at a Special Meeting called by not less than 5 members upon 30 days' prior written notice to all other members, by a two-thirds majority of the members present and voting.
- 13.2 Such termination of the Agency shall provide for at least 90 days notice to all members, or such shorter notice if there is unanimous agreement by the members.
- 13.3 If it is determined that the Agency be wound up, the net assets after payment of all liabilities, including all liabilities under any subsisting service agreements, shall be distributed to the members at that time in proportion to their population as established by the most recent Official Population List of the Province, pursuant to Section 27 of the *Property Tax Reduction Act*, R.S.A., Chapter P-19.

PART 14

14. Amendment of this Agreement

- 14.1 This agreement may be amended at the Annual Meeting or at a Special Meeting called

by not less than 5 members upon 30 days' prior written notice to all other members,
by resolution passed by a two-thirds majority of the members present and voting.

PART 15

15. Execution in Counterpart

- 15.1 This agreement may be executed in counterpart by each municipality and shall be binding upon and be enforceable by all of the municipalities so executing the same.

EXECUTED this ____ day of _____, 1995.

(Name of Municipality)

Per: _____

Per: _____
(c/s)

BYLAW NO. 3128/95

WHEREAS Council for the City of Red Deer deems it desirable to enact a bylaw to provide for a business assessment and the payment of a business tax within the City of Red Deer;

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

1 This Bylaw may be cited as "The Business Tax Bylaw".

DEFINITIONS

2 In this bylaw, unless the context otherwise requires:

- a) "Assessor" means the Assessor of the City of Red Deer.
- b) "Business" means
 - (i) a commercial, merchandising or industrial activity or undertaking,
 - (ii) profession, trade, occupation, calling or employment, or
 - (iii) an activity providing goods or services, however organized or formed, including a co-operative or association of persons;
- c) "Business Assessment" means the assessment of a business for business tax purposes.
- d) "Business Day" means a day on which the City of Red Deer is open for business.
- e) "Business Tax" means the tax levied pursuant to this Bylaw on any person carrying on a business within the City of Red Deer, including Supplemental Business tax and penalties.
- f) "City" means the City of Red Deer.

- g) "Floor Space" means the superficial area of every floor in the premises in which business is carried on and includes the superficial area of any land not forming the site of a building but occupied or used for the purpose of or incidental to the exercise or carrying on of a business.
- h) "Person" includes a corporation or partnership.
- i) "Premises" means the store, office warehouse, factory, building, enclosure, yard or any space occupied or used by a person for the purpose of a business.

ASSESSMENT ROLL

- 3 The Assessor shall prepare a business tax assessment roll showing the business tax assessment for each business operating in the City.
- 4 Notwithstanding Section 3, the assessment roll shall include an assessment for all business premises whether such premises are occupied or not and whether any business is exercised or operated thereon or not.
- 5 The assessment roll shall be prepared on or before the 28th day of February, 1995 for the 1995 taxation year and, for subsequent years, on or before the 31st day of December in the year prior to the year in which it is to apply.

CALCULATION OF BUSINESS ASSESSMENT AND TAX

- 6 The business assessment shall be a sum equal to 100% of the gross annual rental value of the premises occupied by the business.
- 7 The business tax to be paid in 1995 shall be 2.10% of the business assessment.

BUSINESS REVITALIZATION ZONE TAX

- 8 In addition to business tax, each person carrying on business within the boundaries of the Business Revitalization Zone established under Business Revitalization Zone Bylaw 2827/83 shall pay annually as a business tax a sum equal to 0.57% of the business assessment of that business or the sum of \$100.00, whichever is the greater sum.

OBLIGATION TO PAY BUSINESS TAX

- 9 Every person operating a business in the City shall pay the full amount of the business tax at the office of the City Tax Collector on or before the 31st day of March of the year stated in the business tax notice.
- 10 A person who takes over the operation of a business shall be liable to pay the business tax imposed in respect of that business from the date the person took over operation of the business and for the remainder of the year.
- 11 Where, in the opinion of the City Assessor, it is not practical to levy a Business Tax or Supplementary Business Tax on individual tenants or sub-tenants as a result of the short term of their tenancies, then the Business Tax or Supplementary Business Tax shall be levied on the owner or tenant or sub-tenant, as the Assessor deems appropriate.
- 12 A person who ceases to carry on business shall be entitled to receive a rebate of business taxes based on the number of days in the year in which the person does not carry on that business, pro rated to the total amount of the business tax for the entire year.

SUPPLEMENTARY BUSINESS TAX

- 13 The City Assessor may prepare a Supplementary Business Tax Assessment Roll at any time or times during the year, for the purpose of assessing businesses.
- 14 A Supplementary Business Tax shall be levied at the same rate as the Business Tax rate for that year:
- a) on each person who operates a business for a temporary period and whose name is not entered on the business tax roll;
 - b) on each person who moves into new premises or opens new premises or branches of an existing business, although the person's name is entered on the business tax roll;
 - c) on each person who begins operating a business and whose name is not entered on the business tax roll;

- d) on each person who increases the storage capacity or floor space of the premises occupied for the purposes of a business after the business tax roll has been prepared.

PRORATION OF TAXES

- 15 Notwithstanding anything contained herein, a person who is liable to pay Business Tax or Supplementary Business Tax shall only be liable to pay tax in respect of the period of time during the year that the person operated the business and the amount of the tax to be paid shall be a portion of the full amount of the taxes for the entire year prorated over the period of time that the business is actually operated.
- 16 Notwithstanding anything contained herein, a person who operates a business for a period of time not exceeding 30 days in total during the course of a year shall not be liable to pay either Business Tax or Supplementary Business Tax.

EXEMPTION FROM BUSINESS TAXES

- 17 Notwithstanding the foregoing, all businesses that were exempt from business taxation in 1994 shall continue to be exempt for 1995.

PENALTIES FOR LATE PAYMENT OF TAXES

- 18 For the purpose of this bylaw, any payment of business tax forwarded by mail shall be deemed to be paid on the same date as the postmark on the envelope in which the said payment is mailed.
- 19 A penalty shall be levied on the amount of any current year business taxes and penalties which remain outstanding on the following dates:

<u>DATE</u>	<u>PENALTY</u>
April 1	4.5%
July 1	2.5%
September 1	2.5%
November 1	2.5%

- 20 Should any taxes remain unpaid after the last business day of

December in the year in which the taxes were levied, there shall be added thereto by way of penalty an amount equal to 2% of the balance of the unpaid taxes outstanding on the first business day of January, March, May, July, September and November in that and in each succeeding year thereafter, so long as the taxes remain unpaid.

- 21 A refund of overpayment or a rebate of business tax shall be made only on application to the City Assessor. No refund of overpayment or rebate of business tax shall be made after December 31 of the year following the year the tax is levied.

CONSEQUENTIAL PROVISIONS

- 22 Bylaw No. 2032/60 and all amendments thereto are hereby repealed.
- 23 The provisions of the General Penalty Bylaw shall not apply to Business Tax, Supplementary Business Tax and penalties.
- 24 This Bylaw shall come into force on third reading.

READ A FIRST TIME IN OPEN COUNCIL this day of , A.D. 19 .

READ A SECOND TIME IN OPEN COUNCIL this day of , A.D. 19 .

READ A THIRD TIME IN OPEN COUNCIL this day of , A.D. 19 .

MAYOR

CITY CLERK