

REGULAR COUNCIL MEETING AGENDA
MONDAY, NOVEMBER 19, 2018 AT 7:00 P.M.
COUNCIL CHAMBERS, LEDUC CIVIC CENTRE
1 ALEXANDRA PARK, LEDUC, ALBERTA
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I. ADOPTION OF AGENDA

II. ITEMS FOR DISCUSSION AND RELATED BUSINESS

- A. Select Items for Debate
- B. Vote on Items not Selected for Debate

III. ADOPTION OF PREVIOUS MINUTES

There are no Previous Minutes for the Agenda.

IV. RECOGNITION ITEMS

There are no Recognition Items for the Agenda.

V. PUBLIC COMMENTARY

VI. PUBLIC HEARING

There is no Public Hearing for the Agenda.

VII. PRESENTATIONS

There are no Presentations for the Agenda.

VIII. BUSINESS

- | | |
|------------|--|
| M. Hay | A. Q3 2014-2018 Strategic Plan Progress Report |
| M. Pieters | B. Provincial Transit Grant Application |
| J. Cannon | C. Council Appointment of Auditor |

IX. BYLAWS

- | | |
|-----------|--|
| J. Cannon | A. Bylaw No. 1006-2018 - Fees 2019 Bylaw (1st Reading) |
| S. Olson | B. Bylaw No. 999-2018 - Offsite Levy Bylaw (1st Reading) |

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- | | | |
|----------|----|--|
| K. Woitt | C. | Bylaw No. 1001-2018 - Redistricting North Commercial (61 Avenue/46A Street) (1st Reading) |
| K. Woitt | D. | Bylaw No. 1002 - 2018 - Redistricting Part of Lot A1, Block 2, Plan 554TR (Assisted Living Facility-Limited) (1st Reading) |
| K. Woitt | E. | Bylaw No. 1003-2018 - Redistricting South Park Zero Lot Line Homes (1st Reading) |
| K. Woitt | F. | Bylaw No. 1009-2018 - Text Amendment to Land Use Bylaw No. 809-2013 (1st Reading) |

X. PUBLIC COMMENTARY

XI. IN-CAMERA ITEMS

There are no In-Camera Items for the Agenda.

XII. RISE AND REPORT FROM IN-CAMERA ITEMS

XIII. INFORMATION REPORTS

- A. Mayor's Report

XIV. ADJOURNMENT

ADOPTION OF AGENDA

This is your opportunity to make an addition, deletion or
revision to the Agenda

ITEMS FOR DISCUSSION AND RELATED BUSINESS

III.

ADOPTION OF PREVIOUS MINUTES

There are no Minutes for Approval

RECOGNITION ITEMS

There were no Recognition Items.

PUBLIC COMMENTARY

PUBLIC HEARING

There is no Public Hearing for the Agenda

VII.

PRESENTATIONS

There were no Presentations.

MEETING DATE: November 19, 2018

SUBMITTED BY: Michelle Hay, Director, Intergovernmental Affairs and Corporate Planning

PREPARED BY: Cristal Bole, Corporate Performance Advisor

REPORT TITLE: Q3 2014-2018 Strategic Plan Progress Report

REPORT SUMMARY

This report provides Council with an update on progress against the 2014 – 2018 City of Leduc Strategic Plan for the first nine months of 2018. This report is presented to Council as information.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The Strategic Plan progress report for quarter three (January – September) provides a summary of progress towards outcomes in the 2014-2018 Strategic Plan at a point in time. The information in this report is distilled from progress updates in CAMMS Strategy, our in-house corporate planning and reporting software. Please note that this report is based on past Council's strategic plan goals and related projects and initiatives that were determined in 2014. Our new 2019-2022 Strategic Plan will be reported on next year.

The graphs in the report represent the outcomes of the Strategic Plan that are considered on track (progress we expected to achieve), off track (we achieved much less progress than expected) or being closely monitored (we achieved slightly less progress than expected) due to possible challenges. Where challenges exist, these may reflect third party issues that are beyond our control. The executive team, along with directors and managers, review the status in CAMMS Strategy monthly and/or quarterly to manage and mitigate project/initiative risks.

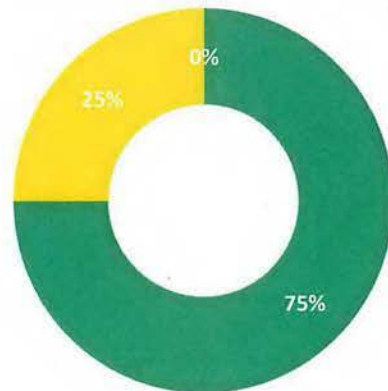
It is important to keep in mind that these updates are high level; more detailed information may be available directly from subject matter experts and/or presented through other Committee-of-the-Whole and Council reports. As well, progress on some initiatives can move swiftly throughout summer and fall (i.e. construction projects) rendering some updates in this report obsolete, as more recent updates may have been relayed through other reporting mechanisms.

This report is broken-down by strategic plan goal. Overall, initiatives related to the strategic plan outcomes are 68% on track as of September 30th, with the remainder being closely monitored primarily due to third party interests and/or political/community sensitivity in the project or initiative.

GOAL 1 - COMMUNITY CHARACTER

PROGRESS

■ On Track ■ Monitor ■ Off Track



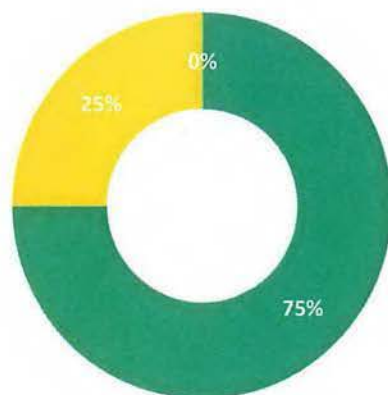
OUTCOME	PROGRESS	COMMENTS
Telford Lake Amenities		<ul style="list-style-type: none"> Lions Park Multiway Update: Paving is complete on the west and east Telford Trail Loops; completion of landscape restoration and safety railing near the weir expected by the end of the year. In partnership with the Leduc Lions Club, Lions Park grand opening event is scheduled for October 6th and will include a scavenger hunt and dedication of a memorial site honouring the lives lost in a 1973 plane crash. Lions Park and Fred Johns Park washroom installation is complete; final utility connections and landscape restoration will occur in October. Leduc Boat Club parking lot paving, line painting and landscape restoration are complete. Telford Lake Multiway Update: Continuing to work with remaining land owners surrounding the north east side of the lake on agreements for pre-dedication of municipal reserve to complete the construction of the remaining multiway. Lede Park Road construction is complete; landscape restoration will occur in October.
Downtown Master Plan		<ul style="list-style-type: none"> The City provided support to many downtown events this summer including the Fourth Friday Downtown Block Parties (June 22, July 27, August 24), the Leduc Arts Foundry Art Walk (July 14) and the Chil-Eh Cook-Off (September 29).
Arts and Culture		<ul style="list-style-type: none"> The clock tower (located on Main Street) is a joint-project with the Nisku-Leduc Rotary Club; construction of the foundation and decorative base are almost complete; installation of the clock tower is expected to be complete in October.

		<ul style="list-style-type: none"> • Culture Days took place from September 28 to 30 and included numerous activities across the City; the City partnered with community organizations to promote free events including animal mask making, free LRC access, an art show and theatre performances. • The City officially announced that it will assume management and operations of the Maclab Centre for the Performing Arts as of January 1st, 2019; the transition will build on the current successes of the centre to elevate its identity as a regional destination for performing arts; the City will work with the school division, society and current centre staff and volunteers to prepare for the transition. • Design work for the amphitheatre at the Stone Barn Garden is complete with construction scheduled in 2019. • Administration continues to work with the Leduc Arts Foundry organization evaluating potential locations for a multi-use community facility; the Foundry will present a benchmarking study, feasibility assessment and concept design to Council in October.
Preserving History		<ul style="list-style-type: none"> • In partnership with the Leduc Library, a summer student specializing in museum studies and library science was hired to complete a number of historical research initiatives and projects; significant materials and information were added to the Historic Leduc Collection; compiled a list of items of interest for future acquisition; aided City staff on a number projects including research on the history of Telford Lake, Alexandra Park, Dr. Woods House Museum, Main Street, and the Library; provided recommendations to the City Corporate Records department regarding City records of historical and archival value; collaborated with the Manager of Arts, Culture and Heritage to identify future opportunities and ideas for the City of Leduc; assisted residents and community organizations with research requests; completed a final report including recommendations to improve the collection and retention of historical records for the City and region as a whole. • Work continues at the site of the Leduc Legion Branch No. 108 plane relocation; the project was delayed due to some deficiencies in construction; lighting equipment is ordered with installation expected by the end of October; landscaping restoration will follow pending the weather.



GOAL 2 – COMMUNITY WELLNESS

PROGRESS

■ On Track ■ Monitor ■ Off Track



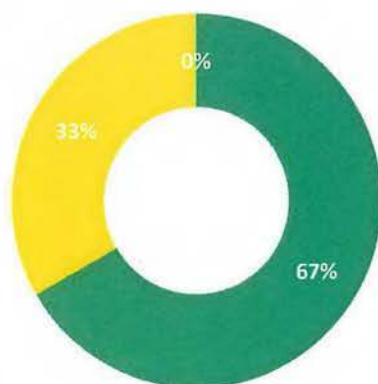
OUTCOME	PROGRESS	COMMENTS
Waste Diversion		<ul style="list-style-type: none"> Greenhouse Gas (GHG) Reduction Project: completing the What We Heard Report for presentation to Council in October. Construction continues on the new Eco Station and RV Dump Facility; the site will be substantially complete by the end of October; a new building for the attendant is being constructed off-site and is expected to be delivered in the spring.
Youth Engagement		<ul style="list-style-type: none"> A presentation was made to Council regarding the recent youth engagement survey; the purpose of the survey was to understand youth interests for recreation, arts and culture activities and municipal government involvement; youth would like increased access to Council to discuss important issues and have the ability to participate in government related activities; FCSS highlighted a number of youth engagement options for Council's consideration; Council requested that FCSS looking into the possibility of a youth Council and speak with other municipalities that have implemented this initiative. Rock the Rails took place on August 11, 2018. The Mayor's Emerging Leaders of Leduc (formerly the Leduc Leadership Luncheon) event took place on September 14th; 29 youth from grades 9-12 were recognized for their leadership and treated to a red carpet event and movie at the Leduc Cinema.

Community Resiliency		<ul style="list-style-type: none"> • The Land Use Bylaw amendments governing cannabis retail sales and production or packaging facilities were approved by Council; development permit applications for cannabis related retail or other facilities have been received and will be processed according to provincial requirements. • A community awareness campaign concerning the public consumption of cannabis was launched. • 2018 Breakfast with the Mayor (formerly Mayor's Breakfast with the Guys) is scheduled for November 6th, 2018; 76 tickets were sold as of the end of September; a big promotional push on tickets sales will begin in October; 220 tickets are available. • The regional opioid response framework was presented to Council on July 9th; a plan to collaborate with regional partners was established; the regional partnership group met in September to discuss next steps. • Housing Advocacy Program Update: demand for this service remained high throughout the summer months; FCSS is working to accommodate a request by the Leduc Region Community Connection Centre to have the housing advocate attend to their clients once per month.
New Residents		<ul style="list-style-type: none"> • Planning is underway on several partnership events that encourage residents to get out and meet one another; a Meet Your Neighbours event is scheduled on October 13th at the Leduc Fellowship Church in partnership with the Boy and Girls Club and Leduc LINX; the Good Neighbours Soup Demo is scheduled for October 20th at the LRC in partnership with Blues Restaurant; marketing for these events began in September.

GOAL 3 – TRANSPORTATION

PROGRESS

■ On Track ■ Monitor ■ Off Track

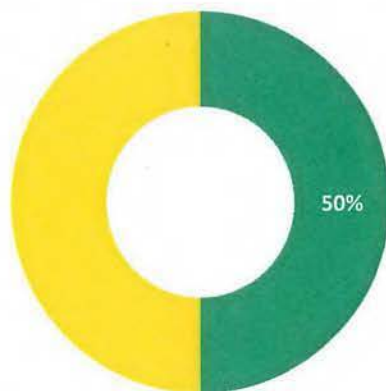


OUTCOME	PROGRESS	COMMENTS
65th Avenue		<ul style="list-style-type: none"> Work continues on the 65th Avenue overpass detailed design; administration continues to work through project design challenges and land swaps with Edmonton International Airport (EIA) and Alberta Transportation. Advocacy for the project: worked with the EIA to produce data-based materials that support the need and importance of the project along with the economic impact of the EIA and surrounding development; met with several provincial MLA's to further their awareness and support; provided economic impact information to our MP.
Leduc Transit		<ul style="list-style-type: none"> Leduc Transit service is status quo; see Goal 5 for information about regional transit.
Airport Vicinity Protection Area		<ul style="list-style-type: none"> Administration continues to monitor for any new developments.



GOAL 4 – ECONOMIC DEVELOPMENT

PROGRESS

■ On Track ■ Monitor ■ Off Track



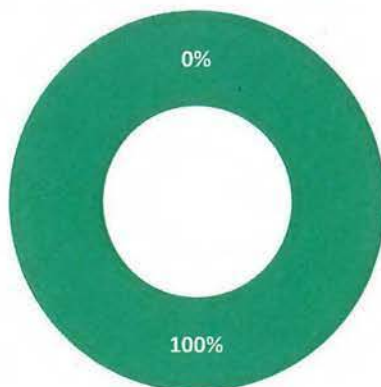
OUTCOME	PROGRESS	COMMENTS
Economic Advantages of Proximity to EIA		<ul style="list-style-type: none"> Aerotropolis Implementation Update: the original steering committee (represented by Leduc County, Leduc-Nisku Economic Development Association and the City of Leduc) was disbanded in August and ownership of this initiative was transitioned under the Cooperation Accord – see Goal 5.
Joint Economic Development Opportunities		<ul style="list-style-type: none"> Several bids to host provincial and national level events in softball, curling, hockey, rope jumping and dog agility were submitted - awaiting announcements; secured the Canada Winter Games Torch Relay, Provincial Boxing Championships and the 5K Foam Fest for 2019; planning is underway for the Rogers Hometown Hockey event in February 2019. Continued to strengthen and leverage our relationships with our strategic partners like Edmonton Global, City of Edmonton, Leduc Nisku Economic Development Authority, greater Edmonton Economic Development Team along with several other organizations that serve the region. Continued collaboration with Edmonton Global on business and investment attraction initiatives like regional and global trade missions, international trade shows and attraction events; supported Edmonton Global in their development of a marketing strategy that will be linked to the City of Leduc economic development strategy. Continued work with the Leduc Regional Chamber on the provision of services to help companies build capacity including support for business and market development and productivity improvements. Partnered with LNEDEA to access their customer relationship management database (CRM) to review Leduc companies information and add or augment their information; accompanied

		<p>LNEDA staff on business retention and expansion visits to oil and gas companies.</p> <ul style="list-style-type: none"> • Preliminary discussions took place between LNEDA, Leduc County and the City regarding the long-term sustainability and funding model of the LNEDA with the emergence of other regional economic development bodies. • Initiated meetings with several area hotels to discuss the opportunities and challenges with implementing a destination marketing fund.
Competitive Advantages		<ul style="list-style-type: none"> • Work continues on the Economic Development Strategy; presentation of the strategy to Council was pushed to November. • Conducted a familiarization tour with several hotels in the region to promote tourism opportunities including the Leduc Library, cinema, Maclab Theatre, grain elevator, the LRC, etc.; promoted the City of Leduc at Foam Fest and the Edmonton Dragon Boat Festival; scheduled a visit to the Percy Page Centre in December; assisting with planning the inaugural Alberta Sport Tourism Symposium in 2019.
Post-secondary Education		<ul style="list-style-type: none"> • Continued to build awareness with economic development partners and institutions on opportunities for future local access to post-secondary and career training.

GOAL 5 – REGIONAL PARTNERSHIPS AND GOVERNANCE

PROGRESS

■ On Track ■ Monitor ■ Off Track



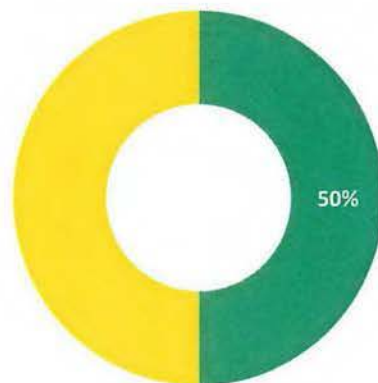
OUTCOME	PROGRESS	COMMENTS
Strengthen Relationships		<ul style="list-style-type: none"> To further develop the working relationships in our sub-region, Mayor Young hosted a networking event on September 12 at Leduc #1; invitees included elected officials from the region as well as the City of Edmonton and the Honourable Shaye Anderson, Minister of Municipal Affairs. Facilitated a meeting with UCP candidate Brad Rutherford as an introduction to the City of Leduc and our priorities. Preparation is underway for another Joint City-County Committee of the Whole meeting scheduled for October 1st. Facilitated the City's participation in the Edmonton Metropolitan Region Board (EMRB); ensured Council representatives were prepared for initial discussions related to the shared investment, shared benefit (SISB) framework.
Regional Collaboration		<ul style="list-style-type: none"> Provided input into the advocacy plan being developed for the Mid-sized Communities Caucus that addresses the need for ongoing sustainable funding from the province to support municipal projects. The motion to implement the Leduc Regional Fire Services initiative did not pass Leduc Country Council; Leduc Fire Services is reviewing the recommendations for further collaboration with Leduc County Fire; initial discussions took place on a regional approach to emergency management. Continued work with Black Gold Regional Schools and STAR Catholic Schools on future school sites; a meeting is scheduled in October to finalize processes for student projections, site criteria and evaluation of existing sites.
Inter-jurisdictional Airport Cooperation Accord		<ul style="list-style-type: none"> Transit Working Group: early transit ridership numbers for Route 747, EIA Transit and Leduc Route 10 are showing an increase and

		<p>were presented to the Accord Oversight Committee; all transit routes will remain status quo.</p> <ul style="list-style-type: none"> • Shared Investment for Shared Benefit (SISB) Working Group: interviews for a consultant to support the working group were completed and Price Waterhouse Coopers (PWC) was selected. • Economic Development Working Group: completed the project charter and issued an RFP for a consultant to assist with the economic development framework; the RFP will close in October.
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GOAL 6 – FISCAL SUSTAINABILITY


PROGRESS

■ On Track ■ Monitor ■ Off Track



OUTCOME	PROGRESS	COMMENTS
Revenue Generation		<ul style="list-style-type: none"> • Focused on arena board advertising blitz in July and August; over 250 businesses were contacted. • There will be changeover in sponsorship of facilities at the LRC; Kens Furniture Arena will transition to Wilhawk Beef Jerky in November; Kens Furniture, the Mix Family, ATB Architects, Vantage Floor Coverings and Ledcor advised that they will not be renewing sponsorship – the City of Leduc would like to thank each of them for their valuable contribution to our community; some new companies have expressed interest in sponsoring the main floor LRC facilities.

		<ul style="list-style-type: none"> Two new grant opportunities were identified for review and consideration in September.
Fiscal Sustainability		<ul style="list-style-type: none"> Administration continues to refine the 2019 budget for presentation to Council in November; Council will receive a budget update in October. Administration compiled research for different methods of off-site levy collection; a report will be presented to Council in November. Ongoing implementation of the asset management program in Public Services. An RFP was posted for new auditors on the Alberta Purchasing Connections website; several responses were received with interviews planned for October. Posted an RFP for property tax assessment services on the Alberta Purchasing Connections website; several responses were received and interviews took place in September.
Service Reviews		<ul style="list-style-type: none"> Implemented a new deployment model for Fire Services that reduces the number of apparatus responding to certain low risk events thereby cutting down the number of paged out events to personnel on call (POC) staff. Council reviewed the current Grants to Organizations (GTO) program and based on the desire to provide greater certainty to these community organizations, Council carried a motion on September 10th to have funding for nine community organizations moved from the GTO program to the operational base; impacted organizations were notified of changes. Review of fee and charges for recreation programs and services ongoing; completed stakeholder consultations, online survey, comparator and leading practice research; draft strategy to go to Council in December. The LRC is piloting a project with the Leduc Library and four area schools to increase access and/or reduce financial barriers; this pilot is funded by a grant in partnership with Ever Active Schools and the Royal Bank. Ongoing integration of the new recreation software system with finance and planning systems to improve point-of-sale services; new business functions being added in 2019 including loyalty points program and mobile app. Completed a structural assessment of the indoor track at the LRC and determined that new Crossfire equipment could be installed for January 2019. An RFP was posted for new auditors on the Alberta Purchasing Connections website; several responses were received with interviews planned for October. Posted an RFP for assessment services on the Alberta Purchasing Connections website; several responses were received and interviews took place in September. Automated vehicle locating devices have been installed in most vehicles; some minor software issues have been identified and rectified; remaining installation expected to be complete by November 30th.

Maintaining our competitive tax advantage		<ul style="list-style-type: none">• Administration continues to refine the 2019 budget for presentation to Council in November; Council will receive a budget update in October.• The results for the 2018 Budget Survey were compiled and a report was presented to Council in August.
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Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / I. Sasyniuk, General Manager, Corporate Services / D. Melvie, General Manager, Community & Protective Services / M. Pieters, General Manager, Infrastructure & Planning

MEETING DATE: 19 November 2018

SUBMITTED BY: Mike Pieters, GM I & P

PREPARED BY: Mike Pieters, GM I & P

REPORT TITLE: Provincial Transit Grant Application

REPORT SUMMARY

Leduc Transit is eligible to apply for funding to improve and expand public transportation from both the Federal Program (Investing in Canada Infrastructure Plan (ICIP)) and the Provincial Program (Alberta Community Transit (ACT) Fund). City Council previously approved the creation of Leduc Transit Route 10 as part of the EIA Accord Enhanced Transit to include the procurement of two buses and also approved implementation of Smart Fare/Smart Bus. Leduc Transit has identified a need to advance funding for an additional commuter bus as one spare is proving to be inadequate. The new bus would allow one of the older buses to be used as a spare. A resolution of Council endorsing the project is required as part of the application process.

RECOMMENDATION

1. That Council endorse Leduc Transit to seek ACT and ICIP funding to procure two buses to support the expansion of services between City of Leduc, Leduc County and Edmonton international Airport (EIA).
2. That Council endorse Leduc Transit to seek ACT and ICIP funding to procure Smart Fare and Smart Bus in collaboration with Edmonton Transit Services and surrounding municipal transit systems.
3. That Council endorse Leduc Transit to seek ACT and ICIP funding to procure an additional commuter bus allowing one of the older buses to be used as a spare.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

Edmonton Metropolitan Region Board (EMRB) has advised the City of Leduc that member municipalities interested in participating are encouraged to inform EMRB Administration of any projects that would need to be endorsed in order to be eligible for the grant. We have been advised to submit by Dec. 3. Leduc County has advised that they will provide a letter of support for our resolution.

As per the motions below, City Council previously approved the creation of Leduc Transit Route 10 as part of the EIA Accord Enhanced Transit to include the procurement of two buses and also approved implementation of Smart Fare/Smart Bus. Smart Fare will allow riders to pay for transit using a variety of methods starting in 2020. It will also make travel across the Edmonton Metropolitan Region easier for customers since one account could be used on all participating transit systems.

Leduc Transit has identified a need to advance funding for an additional commuter bus as one spare is proving to be inadequate. In 2018, Leduc Transit was required, on occasion, to utilize community buses in lieu of commuter buses as

more than one was in for repairs. An additional bus was identified in the proposed 2019 budget as a 2020 expenditure, however, administration is recommending to advance it one year to improve reliability of transit services.

LEGISLATION AND/OR POLICY:

Through the Public Transit Infrastructure Fund, Budget 2016 focused on making immediate investments of \$3.4 billion over three years, to upgrade and improve public transit systems across Canada.

To support the next phase of ambitious public transit projects, through Budget 2017 the Government will invest \$25.3 billion over the next decade, including \$5 billion invested by the Canada Infrastructure Bank.

Through new bilateral agreements with provinces and territories, the Public Transit stream will provide provinces, territories and municipalities with funding to address the new construction, expansion, and improvement and rehabilitation of public transit infrastructure, and active transportation projects.

Information regarding the federal ICIP funding can be found here:

<https://www.alberta.ca/ICIP-public-transit.aspx>

Information regarding the provincial ACT funding can be found here:

<https://www.alberta.ca/community-transit-fund.aspx>

PAST COUNCIL CONSIDERATION:

At the Council meeting of 9 April 2018 the following motion was approved:

That Council authorize the expenditure of approximately \$700,000, funded by the General Contingency Reserve that is not currently in the 2018 budget. This will fund the enhancement of regional transit services to the EIA in 2018 pending the development of the integrated transit service model starting in 2019.

This motion included the creation of Leduc Transit Route 10 to provide hourly transit service between City of Leduc, Leduc County and EIA. Routes were to be coordinated with Route 747 to allow Leduc Transit users to commute to Edmonton throughout the day. Buses were to be leased pending future purchase.

At the Council meeting of 26 March 2018 the following motion was approved:

That Council direct Administration to participate in the regional Smart Fare Initiative by committing to contribute \$100,000 to the Initiative in 2018.

CITY OF LEDUC PLANS:

This initiative aligns with the City of Leduc Corporate Strategic Plan Goal 4, Strategy 2 Increase efficiency of effectiveness of delivering municipal programs and infrastructure by working collaboratively with other municipalities.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

City of Leduc and Leduc County have committed to providing this service as part of the Inter-Jurisdiction Co-operation Accord. Buses will have to continue to be leased if they are not procured.

COUNCIL REQUEST FOR DECISION

FINANCIAL:

The City of Leduc has identified funding in the proposed 2019-2022 budget to procure Route 10 buses in 2019, Smart Fare/Smart Bus initiative was identified in 2019 and 2020 and the additional commuter bus in 2020. The ICIP funding would cover 40 % of the funding and the ACT grant is for an additional 40%. The following table identifies the estimated funding allocation and the City of Leduc's requirement if the City were to receive the grant.

Project ID	Year	Item	Total	ACT 40%	ICIP 40 %	Balance	Leduc County 35%	City of Leduc 65%
010.015	2019	Bus Purchase Route 10	\$420,000	\$168,000	\$168,000	\$84,000	\$29,400	\$54,600
010.007	2019	Smart Bus	\$318,000	\$127,200	\$127,200	\$63,600	\$22,260	\$41,340
010.013	2020	Smart Fare	\$51,000	\$20,400	\$20,400	\$10,200	\$3,570	\$6,630
010.215	2020	Joint Venture Transit Buses	\$580,000	\$232,000	\$232,000	\$116,000	\$40,600	\$75,400
		Totals	\$1,369,000	\$547,600	\$547,600	\$273,800	\$95,830	\$177,970

The current funding assumption that exists in the current 10-year capital plan assumes the approval of the ICIP grant, with the remainder being split between the County and the City. It is advantageous to apply for these grants as the other grant (ACT) was not recognized as a funding source and this will further offset the City of Leduc's portion and result in reduced funding requirement. It is important to recognize that the two projects that are earmarked for 2020 (Smart Fare and the Joint Venture Transit Buses) will need to be accelerated to 2019 as Council only approves one capital year, for the purpose of a commitment it is important from a financial perspective that the capital projects are approved.

POLICY:

There are no policy implications.

LEGAL:

The assets would become property of Leduc Transit under the Joint Venture Agreement.

IMPLEMENTATION / COMMUNICATIONS:

Communications have already announced Leduc Transit Route 10 and our commitment to Smart Fare/Smart Bus.

ALTERNATIVES:

Council may choose to endorse less than the 3 identified items.

ATTACHMENTS:

1. Council Request for Decision 2018-CR-042 Leduc Transit Commitment for Smart Fare 26 Mar 2018
 2. Council Request for Decision 2018-CR-047 EIA Accord Transit Services and Funding 9 April 2018
- Others Who Have Reviewed the Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / I. Sasyniuk, General Manager, Corporate Services / M. Pieters, General Manager, Infrastructure & Planning / J. Cannon, Director, Finance

COUNCIL REQUEST FOR DECISION



DATE: 20 March 2018

MEETING DATE: 26 March 2018

SUBMITTED BY: Mike Pieters, GM I & P

PREPARED BY: Mike Pieters, GM I & P

Kevin Wenzel, Manager, Public Transportation

REPORT TITLE: Leduc Transit Commitment for Smart Fare

REPORT NUMBER: 2018-CR-042

REPORT SUMMARY

City of Edmonton is seeking a commitment of \$100,000 for Leduc Transit to join the Smart Fare initiative by March 2018.

RECOMMENDATION

That Council direct Administration to participate in the regional Smart Fare initiative by committing to contribute \$100,000 to the initiative in 2018,

BACKGROUND

KEY ISSUE(S) / CONTEXT:

At the EIA Accord Oversight Committee on February 23, 2018, the City of Edmonton advised the group that Leduc Transit has not joined the Smart Fare initiative and is not where we need to be from a relationship point of view or progress overall. We were advised a commitment is required by March, 2018 although the system won't be operational until 2020.

At regional meetings, the City of Edmonton has requested that surrounding communities with transit services each contribute \$100,000 towards the Smart Fare initiative. Smart Fare will allow riders to pay for transit using a variety of methods starting in 2020. It will also make travel across the Edmonton Metropolitan Region easier for customers since one account could be used on all participating transit systems. Leduc Transit has been involved in discussions since the beginning dating back to Aug 27, 2013. In September 2017, we were asked for a commitment at a meeting with ETS, however, there was no Council approved budget and costs for long term were incomplete. Leduc Transit along with Fort Saskatchewan and Spruce Grove have not committed yet. The estimated cost of the initiative to Leduc Transit when fully implemented, based on current service is attached. The total estimated cost to Leduc Transit is \$469,000 capital and \$61,000 operating annually based on information provided by ETS. Based on the Joint Venture Agreement, the City of Leduc's share is \$304,850 capital (one-time) and \$39,650 operating (annual).

The impact on user fees is unknown as there are a number of items to be considered and/or negotiated including whether fares will be integrated and the amount of subsidy the municipality is willing to accept. On Feb 23, the partners of the EIA Accord oversight committee agreed that Leduc Transit will commit to the Smart Fare initiative by March.

LEGISLATION AND/OR POLICY:

Leduc Transit Joint Venture Agreement

COUNCIL REQUEST FOR DECISION



PAST COUNCIL CONSIDERATION:

On March 19, 2018 Administration presented Committee of the Whole with an update on City of Edmonton's request regarding Smart Fare.

CITY OF LEDUC PLANS:

This initiative aligns with the City of Leduc Corporate Strategic Plan Goal 3, Outcome 3.4 Support regional transportation initiatives.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

There are no organizational implications.

FINANCIAL:

The cost to commit Leduc Transit to Smart fare is estimated at \$100,000 which will be shared by Leduc County and City of Leduc at the rate set out in the agreement (65/35). The City of Leduc's share will be \$65,000 and is not in the 2018 capital budget, however, it can be captured within the Annexation and Accord project (079.135).

The longer term financial impact is attached and is subject to change as costs get refined, agreements are reached and decisions on future transit services are made. The estimated cost to the City of Leduc is \$304,850 capital (one-time) and \$39,650 operating (annual) and these costs have not been budgeted in either the capital or operating budget. The City of Leduc's Manager of Public Transportation is discussing the list with Edmonton Transit Services to identify which items are essential for Leduc Transit to operate within the regional framework.

POLICY:

The City Manager may need to reallocate funding for this initiative to be funded from the Annexation and Accord project (079.135).

IMPLEMENTATION / COMMUNICATIONS:

If approved, the City of Leduc will notify the City of Edmonton and Leduc County, our Leduc Transit partner.

ALTERNATIVES:

That Council direct administration to seek further information to support the recommendation.

ATTACHED REPORTS / DOCUMENTS:

Smart Fare/ Smart Buses Estimates dated 2 Mar 2018

Approval Information

(Remove any signature blocks that are not required for this report.)

(Approval Information must not appear alone on a separate page.)

P. Benedetto, City Manager / B. Loewen, City Solicitor / I. Sasyniuk, General Manager / M. Pieters, General Manager,
Infrastructure & Planning

Smart Bus				
Component	Description	Cost	Operating Cost	One-time & Capital Cost
Integrated Base Mapping System	Cost, staff effort - assumes agency has base map (not managed by province) - integration cost to single line street network	\$30k	\$ -	\$ 30,000
Leverage Edmonton's Hastus scheduling system	option 1 - Edmonton prepares schedules on behalf of other municipalities - cost per signup or staff time option 2 - municipality buys C-SCHED - license per vehicle option 3 - St. Albert or Strathcona County prepares schedules on behalf of other municipalities - cost per signup or staff time	Option 1 - \$10k annually Option 2 - \$15k annually Option 3 - TBD	\$ 10,000	\$ -
Equipment procurement and installation	\$25k per vehicle (Spruce Grove indicated this number is \$32k per vehicle based on their recent purchase); additional design costs if buses used are not same model as presently used by ETS/STA/SC. Assuming 9 buses.	\$32k per bus	\$ -	\$ 288,000
Equipment maintenance responsibilities	Swap defective equipment, maintenance contract fees. \$2.5K annually per vehicles, includes communication costs. Potential to sub-contract services via Edmonton. Assuming 9 buses.	\$2.5k per bus	\$ 22,500	
Trapeze annual fees	Assuming 9 buses.	\$2k per bus (to be confirmed)	\$ 18,000	
Trapeze upgrade costs (future)	Included in Trapeze annual fees. Note - last upgrade cost approximately \$200k in project management fees plus significant staff time. Cost per vehicle TBD. Assuming 9 buses.	TBD	?	?
Any other fees	e.g. for Edmonton to provide Transit Master services - initial staff training	TBD	?	?
Project Management Fees	Implementation, includes coordination of bus design and installation. Dependent on scope (# of municipalities joining concurrently, timing)	TBD	?	?
Internal staff resource commitments	anticipating minimal additional commitment	TBD	?	?
Total			\$ 50,500	\$ 318,000

Smart Fare				
Component	Description	Cost	Operating Cost	One-time & Capital Cost
Agency Fee	Adding new agencies to the Regional Smart Fare System (potential cost reductions if agencies are added prior to system implementation or if multiple agencies are added concurrently)	\$100k	\$ -	\$ 100,000
Equipment procurement and installation	Fare validators. Assuming 9 buses	\$4k per vehicle	\$ -	\$ 36,000
Smart Fare Vending Machine (optional)	\$70k per machine plus infrastructure modifications; operating expenditures for cash collection and servicing would be incurred. We would not purchase these in the foreseeable future.	\$0k		
Point of Sale Terminal (optional)	Assuming units at Civic Centre, LRC and County Centre	\$5k per terminal		\$ 15,000
Operating Fees	4% to 5% of fare box revenues based on Edmonton/St. Albert /Strathcona County participation	Based on 2018 budget this could be \$8.4 to \$10.5k per year	\$ 10,500	
Merchant processing	2% of credit card or debit payment	TBD	?	?
Vix Technology contract amendments	Costs, change orders	TBD	?	?
Internal staff resource commitments	Develop operating agreements, business rules, fare integration (may be established by ETS/STA/SC, revenue reconciliation, customer concerns/inquiries)	TBD	?	?
Project Management fees	Implementation - dependent on scope (# of municipalities joining concurrently, timing)	TBD	?	?
Back-office infrastructure, hosting fees (undertaken by ETS)		TBD (through development of operating agreement)	?	?
Internal staff resource commitments	Maintaining base maps, maintenance, customer information (Smart Fare inquires outside Vix call centre activities), accounting, IT support, point-of-sales	TBD	?	?
Long-term capital replacement	10-12 years	TBD	?	?
Spare equipment		TBD	?	?
Total			\$ 10,500	\$ 151,000

Component	Operating Cost	One-time & Capital Cost
Smart Bus	\$ 50,500	\$ 318,000
Smart Fare	\$ 10,500	\$ 151,000
	\$ 61,000	\$ 469,000
City of Leduc Portion - 65%	\$ 39,650	\$ 304,850
Leduc County Portion - 35%	\$ 21,350	\$ 164,150
	\$ 61,000	\$ 469,000

COUNCIL REQUEST FOR DECISION



DATE: 23 March 2018

MEETING DATE: 9 April 2018

SUBMITTED BY: Mike Pieters, GM I & P

PREPARED BY: Mike Pieters, GM I & P
Jennifer Cannon, Director, Finance
Charles Thorn, Financial Analyst, Finance
Kevin Wenzel, Manager, Public Transportation

REPORT TITLE: EIA Accord Transit Services and Funding

REPORT NUMBER: 2018-CR-047

REPORT SUMMARY

At the Airport Accord Oversight Committee meeting on February 23, 2018, the partners to the Accord (City of Leduc, Leduc County, City of Edmonton, and Edmonton International Airport (EIA)) agreed to implement an integrated sub-regional service with the Accord Partners based on a cost sharing model by 31 Dec 2018. They also agreed to short term actions to be implemented by 1 May 2018 to coincide with the opening of the mall. These short-term enhancements are to be cost-shared by Leduc County and the City of Leduc.

RECOMMENDATION

That Council authorize the expenditure of approximately \$700,000, funded by the General Contingency Reserve that is not currently in the 2018 budget. This will fund the enhancement of regional transit services to the EIA in 2018 pending the development of the integrated transit service model starting in 2019.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

Background

At the 11 December, 2017 Airport Accord Oversight Committee meeting the partners agreed to establish a transit task force under the authority of the Airport Accord Working group. The task was as outlined below:

"Its task will be to integrate the three separate transit services that service the EIA and environs. It is to be based on expertise provided by the City of Edmonton with representation and input provided by the City of Leduc, Leduc County and the EIA. The City of Edmonton is to convene the task force in early January with a view to having integration options and recommendations available for decision by the Oversight

COUNCIL REQUEST FOR DECISION



The City of Leduc and Leduc County have provided supplemental funding to reduce fares for Route 747 riders on the understanding that Leduc Transit and U-Pass holders are able to transfer to Route 747 at no additional cost.

Cost of EIA Transit Service

There is a commitment to expand the current transit service level offered to include daily service to the EIA and the outlet mall as part of the regional partnership. This route would link with Route 747 at EIA extending opportunities for travel between Edmonton and Leduc via transit. The estimated costs for this service enhancement is as follows:

Annual operating cost will be \$1.928M with the City of Leduc's portion being \$1.021M. This service is expected to start May 1, 2018 so the operating base impact will span two years:

- 2018 will be \$1.195M with the City of Leduc's portion being \$650k.
- 2019 will be \$733k with the City of Leduc's portion being \$371k.

Capital and one-time costs will also span two years, but these are one-time funded and do not impact the operational base (except for future reserve allocations). The estimated costs are as follows:

- 2018 will be \$22.4k with the City of Leduc's portion being \$14.56k.
- 2019 will be \$2.459M with the City of Leduc's portion being \$1.438M.

The details of these costs are as follows:

Operating Costs - City of Leduc Portion					
Description	Comments	Total Costs	City of Leduc's Total Cost	2018 Operational Impact	2019 Operational Impact
ETS Route 747	Funding Split 50/50 (Leduc County, City of Leduc)	350,000	175,000	115,000	60,000
Fare Reduction to \$5	Funding Split 50/50 (Leduc County, City of Leduc)	150,000	75,000	50,000	25,000
Frequency Increase	Split 3 ways includes City of Edmonton	130,000	43,333	-	43,333
EIA Internal Transit	Funding Split 50/50 (Leduc County, City of Leduc)	770,000	385,000	256,668	128,332
Leduc Transit (60 min interval)	Funding Split 65/35 (Leduc County, City of Leduc)	528,000	343,200	228,801	114,399
		1,928,000	1,021,233	650,469	371,032

Capital and One-time Costs - City of Leduc Portion					
Description	Comments	Total Costs	City of Leduc's Total Cost	2018 Capital Impact	2018 Capital Impact
ETS Route 747	Funding Split 50/50 (Leduc County, City of Leduc) Unclear if Edmonton will contribute	570,000	285,000	-	285,000
EIA Internal Transit	Funding Split 50/50 (Leduc County, City of Leduc)	500,000	250,000	-	250,000
Park 'n Ride Addition	Funding Split 65/35 (Leduc County, City of Leduc)	500,000	325,000	-	325,000
Leduc Transit (60 min interval) -Bus Purchase	Funding Split 65/35 (Leduc County, City of Leduc)	420,000	273,000	-	273,000
Bus Lease (Interim)	Funding Split 65/35 (Leduc County, City of Leduc)	22,400	14,560	14,560	-
Smart Fare	Funding Split 65/35 (Leduc County, City of Leduc) Assume 2020 start	151,000	98,150	-	98,150
Smart Bus	Funding Split 65/35 (Leduc County, City of Leduc) Assume 2020 start	318,000	206,700	-	206,700
Total		2,481,400	1,452,410	14,560	1,437,850

COUNCIL REQUEST FOR DECISION



POLICY:

There are no policy implications.

IMPLEMENTATION / COMMUNICATIONS:

If approved, the City of Leduc will work with the EIA Accord partners to coordinate a joint release of the enhancements.

The City of Leduc will communicate information specific to Leduc Transit users including the production of new route maps and schedules both online and printed.

ALTERNATIVES:

That Council direct administration to further investigate alternatives with the Airport Accord partners.

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / I. Sasyniuk, General Manager, Corporate Services / M. Pieters, General Manager, Infrastructure & Planning / J. Cannon, Director, Finance

MEETING DATE: November 19, 2018

SUBMITTED BY: Jennifer Cannon, Director, Finance

PREPARED BY: Carol Hounsell, Manager, Accounting Services

REPORT TITLE: Council Appointment of Auditor

REPORT SUMMARY

Under Section 280(1) of the *Municipal Government Act* Council must appoint one or more auditors for the municipality.

RECOMMENDATION

That Council appoints MNP LLP as the City auditor for a term of three years (2018 to 2020).

BACKGROUND

KEY ISSUE(S) / CONTEXT:

MNP LLP served as the City's auditor for many years. The City of Leduc issued a Request for Proposal (RFP) for external audit services in September. The RFP was posted on the Alberta Purchasing Connection website.

The scope of the audit services includes:

- i) The Consolidated Financial Statements of the City of Leduc
- ii) The Municipal Financial Information Return of the City of Leduc
- iii) The Financial Statements of the Leduc Public Library
- iv) The Annual Pension Reports (City and Library) as required by Schedule 1, Section 4.1 of the Public Sector Pension Plans Act. (LAPP)
- v) The Annual Financial Statements for Family and Community Support Services (FCSS)
- vi) The Schedule of Cost Shareable Services with Leduc County (County Cost Share).

Three responses to the RFP were received.

The evaluation criteria for the proposals included the suitability of the proposal, the proponent qualifications, the fee proposal and the overall completeness, detail and presentation. Two of the proponents were selected for interviews.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

There are no organizational implications.

FINANCIAL:

The proposed audit fees fall within the approved budget allocations so there will be no financial impacts.

The City of Leduc requires a financial audit as part of the municipal requirement set forth within the Municipal Government Act. A financial audit provides assurance that the financial statements have been prepared in accordance with the Public Sector Accounting Standards.

It is also important to recognize that audited financial statements are also a requirement imposed upon the city by external parties such as banks and as part of the borrowing process. Both the provincial and federal government require audited financial statements as part of the grant process. Failure to have audited statements would result in non-adherence to legislated requirements along with operational complications.

POLICY:

There are no policy implications.

LEGAL:

Under Section 280(1) of the *Municipal Government Act* Council must appoint one or more auditors for the municipality.

ALTERNATIVES:

1. Council appoints MNP LLP as the City auditor for a term of three years (2018 to 2020).
2. Council not appoint MNP LLP as the City auditor; resulting in the need to find another audit firm.

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / J. Graham, Acting General Manager, Corporate Services / J. Cannon, Director, Finance

COUNCIL REQUEST FOR DECISION

DATE: October 22, 2018

MEETING DATE: November 19, 2018

SUBMITTED BY: Jennifer Cannon, Director Finance

PREPARED BY: Rhonda Loewen, Lead Revenue Services

REPORT TITLE: Bylaw 1006-2018 – Fees 2019 Bylaw, First Reading

REPORT NUMBER: 2018-CR-127

REPORT SUMMARY

To consider First Reading of Bylaw 1006-2018, the Fees 2019 Bylaw.

RECOMMENDATION

That Council gives Bylaw 1006-2018 First Reading.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The Fees Bylaw sets product and service pricing for the corporation legislatively and assists Administration in communicating this pricing to the public. The Bylaw aids Administration and Council when considering fees as part of the annual municipal budget and business planning process.

The 2019 budget proposes changes to some rates; the recommended changes reflect the cost of service delivery, introduce a new fee, or may be administrative in nature.

A summary of all the changes made to the Bylaw is attached hereto as report titled 2019 Fee Changes. To allow Council sufficient time to review the changes, and to ensure that the proposed changes are in place by January 1, 2019, Administration is presenting First Reading of Bylaw 1006-2018 at this time. Other charges that are not required to be passed through a bylaw may be found in the Charge Schedule which is approved through the formal budget process.

It is important to note that over-strength charges (which are sanitary charges that are in excess of allowable discharge limits set by the province) will be addressed in the 2nd or 3rd reading of the bylaw, as timing issues prevent the inclusion of any adjustment to the over-strength charges in the first reading.

LEGISLATION AND/OR POLICY:

The Municipal Government Act provides broad authority for municipalities to set fees for service. These fees must be passed by bylaw, for example, business licence fees.

Section 7(f) of the Municipal Government Act provides broad authority to pass bylaw for "services provided by or on behalf of the municipality". There is specific authority to set fees respecting services provided pursuant to the Freedom of Information and Protection of Privacy Act (F-25).

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

The organizational implications will be to any affected business units, as they will need to update their new rates for 2019.

FINANCIAL:

Fees and charges are to be reviewed and updated as part of the annual budget process. The proposed fees are reflected in the 2019 municipal operating budget. Failure to adopt the new bylaw will result in misstated revenues in the 2019 budget.

POLICY:

No policy implications.

LEGAL:

Bylaw 1006-2018, the Fees Bylaw, effectively repeals the existing bylaw. Should this bylaw not be approved, the existing Fees Bylaw passed in December 2017 will remain in force. By passing these fees in the bylaw, no fee for a service contemplated by the bylaw may be charged except as authorized by the bylaw. This reduces the risk of unapproved fees and charges being used by the City. It does reduce flexibility for some business units, as they cannot reduce fees without the express authority to do so in the bylaw.

IMPLEMENTATION / COMMUNICATIONS:

Rate changes will be implemented on January 1, 2019. Approval of the bylaw will be communicated internally to business units by the Finance Department. Arrangements to have the new bylaw posted to the City of Leduc website will be made by the Office of the City Clerk.

ALTERNATIVES:

1. That Council gives Bylaw No. 1006-2018 First Reading with directions for amendments.

ATTACHED REPORTS / DOCUMENTS:

1. 2019 Fee Changes
2. Fees Bylaw No. 1006-2018

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / I. Sasyniuk, General Manager, Corporate Services / D. Melvie, General Manager, Community & Protective Services / M. Pieters, General Manager, Infrastructure & Planning / J. Cannon, Director, Finance

City of Leduc - 2019 Fees Bylaw - Changes



Part I: Title and Purpose

1 That this Bylaw may be cited as the "Fees 2018 9 Bylaw" or "Fees Bylaw".

Part III: Planning and Infrastructure

Engineering and Public Services

	2019 Charge	2018 Charge	Unit/Per	% Change from
4. Lost or Damaged Cart	\$60.00	\$55.00		9%
5. Cart Delivery Fee	\$25.50	\$25.00		2%
c Hydrant Repair	\$150.00	\$150.00	The total of \$150.00 per hour plus cost of materials used and 5% administration fee	0%
9. Residential Water Consumption Charge per Cubic Meter	\$2.47	\$2.30	per cubic meter	7%
11. Non-Residential Water Consumption Charge per Cubic Meter	\$2.47	\$2.30	per cubic meter	7%
14. Late Payment Charge				
a 2.5% charge applied on the 15th of each month on all overdue water fees and charges, levies and previous penalties that are in arrears.	2.5%	2.5%	penalty	0%
1. Wastewater charges are based on a minimum fixed charge plus a metered water consumption charge for all customers including but not limited to Residential (single family, apartments, condominiums, mobile home parks), commercial and industrial customers.				
a Fixed Charge	\$8.40	\$7.75	per month	8%
b Consumption Charge	\$1.66	\$1.56	per cubic meter	6%
9. Late Payment Charge				
a 2.5% charge applied on the 15th of each month on all overdue sewer fees and charges, levies and previous penalties that are in arrears.	2.5%	2.5%	penalty	0%
16. Fast Track Residential Permit Review				
a The intent of the Fast Track Residential Permit Approval is to process a	\$525.00	\$500.00		5%
17. For construction of a secondary suite in an existing single dwelling unit	\$520.00	\$500.00		4%
19. Residential Underground Service	\$70.00	\$66.00		6%
20. New Residential Construction Only				
a Residential up to and including 140 sq. m	\$208.00	\$200.00		4%
b Residence larger than 140 sq. m	\$235.00	\$225.00		4%
c Apartment Suite/Unit	\$104.00	\$100.00		4%
22. Residential Detached Garage	\$84.00	\$80.00		5%
23. For Other than New Residential Installation				
\$0.00-\$1000.00	\$66.00	\$63.00	cost per permit	5%
\$1000.01-\$1,500.00	\$77.00	\$74.00	cost per permit	4%
\$1,500.01-\$2000.00	\$95.00	\$91.00	cost per permit	4%
\$2,000.01-\$2,500.00	\$103.00	\$99.00	cost per permit	4%
\$2,500.01-\$3,000.00	\$109.00	\$105.00	cost per permit	4%
\$3,000.01-\$3,500.00	\$123.00	\$118.00	cost per permit	4%
\$3,500.01-\$4,000.00	\$130.00	\$125.00	cost per permit	4%
\$4,000.01-\$4,500.00	\$144.00	\$138.00	cost per permit	4%
\$4,500.01-\$5,000.00	\$150.00	\$144.00	cost per permit	4%
\$5,000.01-\$5,500.00	\$157.00	\$151.00	cost per permit	4%
\$5,500.01-\$6,000.00	\$164.00	\$158.00	cost per permit	4%
\$6,000.01-\$6,500.00	\$171.00	\$164.00	cost per permit	4%
\$6,500.01-\$7,000.00	\$177.00	\$170.00	cost per permit	4%
\$7,000.01-\$7,500.00	\$184.00	\$177.00	cost per permit	4%
\$7,500.01-\$8,000.00	\$191.00	\$184.00	cost per permit	4%

City of Leduc - 2019 Fees Bylaw - Changes

\$8,000.01-\$8,500.00	\$198.00	\$190.00	cost per permit	4%
\$8,500.01-\$9,000.00	\$204.00	\$196.00	cost per permit	4%
\$9,000.01-\$9,500.00	\$212.00	\$204.00	cost per permit	4%
\$9,500.01-\$10,000.00	\$218.00	\$210.00	cost per permit	4%
\$10,000.01-\$11,000.00	\$225.00	\$216.00	cost per permit	4%
\$11,000.01-\$12,000.00	\$234.00	\$223.00	cost per permit	5%
\$12,000.01-\$13,000.00	\$239.00	\$230.00	cost per permit	4%
\$13,000.01-\$14,000.00	\$245.00	\$236.00	cost per permit	4%
\$14,000.01-\$15,000.00	\$253.00	\$243.00	cost per permit	4%
\$15,000.01-\$16,000.00	\$260.00	\$250.00	cost per permit	4%
\$16,000.01-\$17,000.00	\$266.00	\$256.00	cost per permit	4%
\$17,000.01-\$18,000.00	\$274.00	\$263.00	cost per permit	4%
\$18,000.01-\$19,000.00	\$280.00	\$269.00	cost per permit	4%
\$19,000.01-\$20,000.00	\$287.00	\$276.00	cost per permit	4%
\$20,000.01-\$21,000.00	\$293.00	\$282.00	cost per permit	4%
\$21,000.01-\$22,000.00	\$301.00	\$289.00	cost per permit	4%
\$22,000.01-\$23,000.00	\$307.00	\$295.00	cost per permit	4%
\$23,000.01-\$24,000.00	\$313.00	\$301.00	cost per permit	4%
\$24,000.01-\$25,000.00	\$321.00	\$309.00	cost per permit	4%
\$25,000.01-\$26,000.00	\$328.00	\$315.00	cost per permit	4%
\$26,000.01-\$27,000.00	\$334.00	\$321.00	cost per permit	4%
\$27,000.01-\$28,000.00	\$341.00	\$328.00	cost per permit	4%
\$28,000.01-\$29,000.00	\$348.00	\$335.00	cost per permit	4%
\$29,000.01-\$30,000.00	\$355.00	\$341.00	cost per permit	4%
\$30,000.01-\$31,000.00	\$361.00	\$347.00	cost per permit	4%
\$31,000.01-\$32,000.00	\$366.00	\$352.00	cost per permit	4%
\$32,000.01-\$33,000.00	\$371.00	\$357.00	cost per permit	4%
\$33,000.01-\$34,000.00	\$376.00	\$362.00	cost per permit	4%
\$34,000.01-\$35,000.00	\$383.00	\$368.00	cost per permit	4%
\$35,000.01-\$36,000.00	\$388.00	\$373.00	cost per permit	4%
\$36,000.01-\$37,000.00	\$393.00	\$378.00	cost per permit	4%
\$37,000.01-\$38,000.00	\$398.00	\$383.00	cost per permit	4%
\$38,000.01-\$39,000.00	\$405.00	\$389.00	cost per permit	4%
\$39,000.01-\$40,000.00	\$410.00	\$394.00	cost per permit	4%
\$40,000.01-\$41,000.00	\$415.00	\$399.00	cost per permit	4%
\$41,000.01-\$42,000.00	\$420.00	\$404.00	cost per permit	4%
\$42,000.01-\$43,000.00	\$426.00	\$410.00	cost per permit	4%
\$43,000.01-\$44,000.00	\$432.00	\$415.00	cost per permit	4%
\$44,000.01-\$45,000.00	\$437.00	\$420.00	cost per permit	4%
\$45,000.01-\$46,000.00	\$442.00	\$425.00	cost per permit	4%
\$46,000.01-\$47,000.00	\$448.00	\$431.00	cost per permit	4%
\$47,000.01-\$48,000.00	\$453.00	\$436.00	cost per permit	4%
\$48,000.01-\$49,000.00	\$459.00	\$441.00	cost per permit	4%
\$49,000.01-\$50,000.00	\$465.00	\$447.00	cost per permit	4%
\$50,000.01-\$60,000.00	\$519.00	\$499.00	cost per permit	4%
\$60,000.01-\$70,000.00	\$573.00	\$551.00	cost per permit	4%
\$70,000.01-\$80,000.00	\$628.00	\$604.00	cost per permit	4%
\$80,000.01-\$90,000.00	\$682.00	\$656.00	cost per permit	4%
\$90,000.01-\$100,000.00	\$737.00	\$709.00	cost per permit	4%
\$100,000.01-\$110,000.00	\$778.00	\$748.00	cost per permit	4%
\$110,000.01-\$120,000.00	\$820.00	\$788.00	cost per permit	4%
\$120,000.01-\$130,000.00	\$859.00	\$826.00	cost per permit	4%
\$130,000.01-\$140,000.00	\$901.00	\$866.00	cost per permit	4%
\$140,000.01-\$150,000.00	\$942.00	\$906.00	cost per permit	4%
\$150,000.01-\$160,000.00	\$983.00	\$945.00	cost per permit	4%
\$160,000.01-\$170,000.00	\$1,024.00	\$984.00	cost per permit	4%
\$170,000.01-\$180,000.00	\$1,065.00	\$1,024.00	cost per permit	4%
\$180,000.01-\$190,000.00	\$1,106.00	\$1,063.00	cost per permit	4%
\$190,000.01-\$200,000.00	\$1,147.00	\$1,103.00	cost per permit	4%
\$200,000.01-\$210,000.00	\$1,187.00	\$1,141.00	cost per permit	4%
\$210,000.01-\$220,000.00	\$1,228.00	\$1,181.00	cost per permit	4%
\$220,000.01-\$230,000.00	\$1,270.00	\$1,221.00	cost per permit	4%
\$230,000.01-\$240,000.00	\$1,310.00	\$1,260.00	cost per permit	4%
\$240,000.01-\$250,000.00	\$1,351.00	\$1,299.00	cost per permit	4%
\$250,000.01-\$300,000.00	\$1,488.00	\$1,431.00	cost per permit	4%
\$300,000.01-\$350,000.00	\$1,624.00	\$1,562.00	cost per permit	4%
\$350,000.01-\$400,000.00	\$1,761.00	\$1,693.00	cost per permit	4%
\$400,000.01-\$450,000.00	\$1,897.00	\$1,824.00	cost per permit	4%

City of Leduc - 2019 Fees Bylaw - Changes

\$450,000.01-\$500,000.00	\$2,033.00	\$1,955.00	cost per permit	4%
\$500,000.01-\$550,000.00	\$2,169.00	\$2,086.00	cost per permit	4%
\$550,000.01-\$600,000.00	\$2,307.00	\$2,218.00	cost per permit	4%
\$600,000.01-\$650,000.00	\$2,443.00	\$2,349.00	cost per permit	4%
\$650,000.01-\$700,000.00	\$2,579.00	\$2,480.00	cost per permit	4%
\$700,000.01-\$750,000.00	\$2,715.00	\$2,611.00	cost per permit	4%
\$750,000.01-\$800,000.00	\$2,853.00	\$2,743.00	cost per permit	4%
\$800,000.01-\$850,000.00	\$2,989.00	\$2,874.00	cost per permit	4%
\$850,000.01-\$900,000.00	\$3,125.00	\$3,005.00	cost per permit	4%
\$900,000.01-\$950,000.00	\$3,261.00	\$3,136.00	cost per permit	4%
\$950,000.01-\$1,000,000.00	\$3,399.00	\$3,268.00	cost per permit	4%
34. Residential				
a Minimum Fee with a maximum of two (2) outlets	\$75.00	\$72.00		4%
b For each additional outlet over two (2) outlets	\$30.00	\$25.00		20%
c Alterations, Repairs, Maintenance	\$75.00	\$72.00		4%
35. Commercial/Industrial				
a Minimum fee with a maximum of one (1) outlet	\$75.00	\$72.00		4%
c Alterations, Repairs, Maintenance	\$75.00	\$72.00		4%
36. Residential or Commercial/Industrial Applications				
a Appliance Replacements (per appliance)	\$75.00	\$72.00	per appliance	4%
d Temporary Installation Permit	\$75.00	\$72.00		4%
e Underground Secondary Service Line	\$75.00	\$72.00		4%
f Propane Tank and Service Line	\$75.00	\$72.00		4%
g Propane or Natural Gas Filling Station	\$105.00	\$100.00		5%
41. Plumbing Permit Fees				
	\$60.00	\$60.00	fixture, whichever is greater	0%
43. Sewage Hold Tank				
	\$63.00	\$60.00		5%
44. Evaluation of an Alternate Solution Proposal				
	\$100.00	\$100.00	\$100.00 per hour, minimum \$200.00	0%
1. Application Fee				
a The following fees shall be submitted at the time of application to the City of Leduc Subdivision Approving Authority:				
i Single Detached Residential and Two Dwelling Unit (duplex) Parcels	\$220.00	\$210.00	per parcel	5%
ii Multiple Dwelling Residential Parcels and Bareland Condominium	\$220.00	\$210.00	per parcel	5%
iii Commercial	\$220.00	\$210.00	per parcel	5%
iv Industrial	\$220.00	\$210.00	per parcel	5%
v Urban Services	\$220.00	\$210.00	per parcel	5%
vi Urban Reserve	\$220.00	\$210.00	per parcel	5%
vii Park	\$220.00	\$210.00	per parcel	5%
2. Endorsement				
a Prior to endorsement of the plan of survey or the C. of T., a fee for each new title, as specified below shall be submitted to the City:				
i Single Detached Residential and Two Dwelling Unit (duplex) Parcels	\$210.00	\$185.00	per parcel	14%
v Urban Services	\$210.00	\$185.00	per parcel	14%
vi Urban Reserve	\$210.00	\$185.00	per parcel	14%
vii Park	\$210.00	\$185.00	per parcel	14%
viii Bareland Condominium or Redivision of a Phased Condominium	\$40.00	\$42.00	per parcel	-5%
1. Notification fee for Discretionary Uses				
	\$210.00	\$200.00		5%
3. Single Detached Dwelling				
	\$110.00	\$105.00	per dwelling	5%
4. Showhome				
	\$54.00	\$52.00	per dwelling	4%
5. Duplex Dwellings				
	\$110.00	\$105.00	per dwelling unit	5%
6. Tri-plex/Four-Plex/Townhouse Dwellings (Street-Fronting)				
	\$110.00	\$105.00	per dwelling unit	5%
7. Apartments				
	\$262.00	\$262.00	\$262.00 plus an additional \$47.00 per dwelling unit	0%
8. Multi-Unit Residential Development (condominium developments)				
	\$262.00	\$262.00	\$262.00 plus an additional \$47.00 per dwelling unit	0%

City of Leduc - 2019 Fees Bylaw - Changes

9. Hotels/Motels	\$262.00	\$262.00	\$262.00 plus an additional \$47.00 per suite	0%
10. Manufactured Home	\$66.00	\$63.00		5%
11. Commercial/Industrial	\$157.00	\$157.00	\$157.00 plus an additional \$0.30 per \$1,000.00 value	0%
12. Accessory Building over 18.58 m ²	\$33.00	\$32.00		3%
13. Sheds over 10.0 m ²	\$33.00	\$32.00		3%
14. Residential Building Addition (exempting apartments)	\$33.00	\$32.00		3%
15. Residential Secondary Suite	\$54.00	\$52.00		4%
16. Garage Suite	\$54.00	\$52.00	\$54.00 plus an additional \$0.30 per \$1,000.00 value	4%
17. Garden Suite	\$54.00	\$52.00	\$54.00 plus an additional \$0.30 per \$1,000.00 value	4%
18. Home Occupation	\$81.00	\$78.00		4%
19. Live Work Unit - Commercial	\$81.00	\$78.00		4%
20. Radio Communication Facility	\$110.00	\$105.00		5%
22. Change of Use	\$54.00	\$52.00		4%
23. All Other Development Permits	\$54.00	\$52.00	\$54.00 plus an additional \$0.30 per \$1,000.00 value	4%
24. Development Permit Extension Fee			1/2 of original permit fee	
a Single Detached Residential Dwellings and Duplexes	\$90.00	\$80.00	per letter	13%
b Rush Service (within 72 hours)	\$135.00	\$132.00	per letter	2%
c Multiple Dwelling (Residential, Commercial, Industrial, Government, Institutional)	\$135.00	\$132.00	per letter	2%
d Variance Certificate	\$80.00	\$78.00	per application	3%
2. Redistricting				7%
a All land use districts except Direct Control (DC)	\$900.00	\$840.00	(\$900.00) plus an additional \$800.00 for advertisement per application	3%
b Direct Control	\$1,300.00	\$1,260.00	(\$1,300.00) plus an additional \$800.00 for advertisement per application	
3. Area Structure Plans / Outline Plans / Area Redevelopment Plans				
a New and Major Amendments	\$650.00	\$630.00	\$650.00 per application or \$52.50 per gross ha. (whichever is greater), plus an advertising fee	3%
b Minor Amendments	\$382.00	\$367.50	\$382.00 per application plus an additional \$400.00 advertising fee	4%
5. Encroachment Agreements	\$160.00	\$158.00	\$160.00 per agreement plus registration and legal fees	1%
6. Easement Agreements	\$110.00	\$105.00	\$110.00 per agreement plus external legal fees	5%
7. Lease Agreements	\$156.00	\$150.00	\$156.00 per agreement plus external legal fees	4%
8. Final Grade Certificates				
a Single Detached, Fee Simple Duplex, Triplex, Townhouse	\$156.00	\$150.00		4%
b Multi-residential, Commercial, Industrial, Government	\$200.00	\$200.00	\$200.00 per ha or portion thereof	0%

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A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO ESTABLISH FEES AND RATES FOR SERVICES PROVIDED BY THE MUNICIPALITY.

WHEREAS: Pursuant to section 7 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, a Council may pass bylaws for municipal purposes respecting the following matters:

- (a) people, activities and things in, on or near a public place or place that is open to the public; and
- (b) services provided by or on behalf of the municipality;

AND: Pursuant to section 8 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, a Council may pass bylaws for municipal purposes respecting the following matters:

- (a) provide for a system of licences, permits or approvals, including any or all of the following:
 - i) establishing fees for licences, permits and approvals, including fees for licenses, permits and approvals that may be in the nature of a reasonable tax for the activity authorized or for the purpose of raising revenue;
 - ii) establishing fees for licences, permits and approvals that are higher for persons or businesses who do not reside or maintain a place of business in the municipality.

THEREFORE: The Council of the City of Leduc in the Province of Alberta duly assembled, hereby enacts as follows:

PART I: TITLE AND PURPOSE

1. That this Bylaw may be cited as the "Fees 2019 Bylaw" or "Fees Bylaw".
2. The purpose of this bylaw is to establish fees that must be charged for the licenses, permits and approvals provided by the City.

APPROVED

As to Form

B. L.

City Solicitor

PART II: DEFINITIONS

3. In this bylaw, unless the context otherwise requires:
- a) **"City"** means the municipal corporation of the City of Leduc;
 - b) **"City Manager"** means the chief administrative officer of the City;
 - c) **"Council"** means the municipal council of the City;

PART III: PLANNING AND INFRASTRUCTURE

ENGINEERING AND PUBLIC SERVICES

4. The following user fee charges are established in accordance with Section 15 of Waste Bylaw No. 800-2012:

(1) Base Rate per month, or any portion thereof, to be levied against each Residential Dwelling	\$22.50
(2) Additional cart rental and curbside collection - per month (minimum 6 month term)	
(a) Waste Cart	\$12.00
(b) Organics Cart	\$8.00
(3) Eco Station-Bagged Waste Fee – per visit	
(a) First bag	\$0.00
(b) Additional bags – per bag	\$2.00
(4) Lost or Damaged Cart	\$60.00
(5) Cart Delivery Fee	\$25.50

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5. The following fees, rates and other charges are established in accordance with Section 11 of the Water Bylaw No. 738-2010:

- | | |
|--|--|
| (1) Account Initiation Fee | \$25.00 |
| (2) Administrative fee for transferring unpaid utility arrears to property taxes | \$35.00 |
| (3) Reconnection Fee | |
| (a) Monday - Friday, 7:00 a.m. to 4:30 p.m. (regular business hours) | \$50.00 |
| (b) Anytime other than listed in (a) | \$100.00 |
| (4) Callout Charge | |
| (a) Callback charge for water meter installation or repair | \$50.00 Admin
Fee for re-
booking a
missed
appointment |
| (5) Application for new service connection (by meter size) | |
| (a) 15mm (5/8") | \$350.00 |
| (b) 20mm (3/4") | \$365.00 |
| (c) 25mm (1") | \$410.00 |
| (d) 40mm (1.5") | \$1,400.00 |
| (e) 50mm (2") | \$1,605.00 |
| (f) 75mm (3") | \$2,005.00 |
| (g) 100mm (4") | \$3,295.00 |
| (h) 150mm (6") | \$5,460.00 |
| (6) Meter Testing Charge | \$150.00 |
| (7) Hydrant Maintenance (Privately Owned Hydrants) | |
| (a) Hydrant Inspection | \$100.00/inspection |
| (Any inspection/test performed on a hydrant that is not
registered with the City of Leduc's Public Services Department) | |

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- | | |
|--|---|
| (b) Hydrant Checks (Spring/Fall) | \$50.00/check |
| (A routine inspection on a hydrant that has been registered with the City of Leduc's Public Services Department) | |
| (c) Hydrant Repair | \$150.00 per hour
plus cost of materials used
and 5% administration fee |
- (8) Sale of Bulk Water/Grass Meter Accounts
- | | |
|--------------------------------------|----------|
| (a) Meter Rental Fee | \$50.00 |
| (b) Rate per cubic meter | \$2.82 |
| (c) Bulk Water Hydrant Meter Deposit | \$500.00 |
- (9) Residential Water Consumption Charge per Cubic Meter \$2.47
- (10) Residential Fixed Monthly Service Charge \$9.84
- (11) Non-Residential Water Consumption Charge per Cubic Meter \$2.47
- (12) Non-Residential Fixed Monthly Service Charge – Based on Meter Size
- | | |
|-----------------|----------|
| (a) 15mm (5/8") | \$9.84 |
| (b) 20mm (3/4") | \$12.30 |
| (c) 25mm (1") | \$22.20 |
| (d) 40mm (1.5") | \$48.10 |
| (e) 50mm (2") | \$82.90 |
| (f) 75mm (3") | \$184.15 |
| (g) 100mm (4") | \$326.30 |
- (13) The following Utility Security Deposits for Non-Owners are established in accordance with Section 41 of the Water Bylaw No. 738-2010:
- | | |
|------------------------------------|----------|
| (a) 15mm (5/8") to 20mm (3/4")* | \$225.00 |
| (b) 15mm (5/8") to 20mm (3/4") ** | \$350.00 |
| (c) 15mm (5/8") to 20mm (3/4") *** | \$500.00 |
| (d) 25mm (1") | \$600.00 |

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(e) 40mm (1.5")	\$1,100.00
(f) 50mm (2")	\$1,500.00
(g) 75mm (3")	\$2,500.00
(h) 100mm (4") or greater	\$5,000.00

Notes:

- * Upon application (with no previous disconnection warning notices).
- ** After receipt of first disconnection warning notice.
- *** After receiving second disconnection warning notice.

(14) Late Payment Charge

- (a) 2.5% charge applied on all overdue water fees and charges.

6. The following fees, rates and charges levied on all lands served by or connected to the sewage system of the City, are established in accordance with Section 7.2 of the Sewers Bylaw No. 798-2012:

- (1) Wastewater charges are based on a minimum fixed charge plus a metered water consumption charge for all customers including but not limited to Residential (single family, apartments, condominiums, mobile home parks), Commercial and Industrial Customers.

(a) Fixed Charge	\$8.40/month
(b) Consumption Charge	\$1.66/m ³

- (2) Overstrength charges - overstrength charges are collected by multiplying the amount specified as the charge by the number of cubic meters of sewage that exceeds concentration indicated for that matter:

(a) Biochemical Oxygen Demand	
Overstrength charge applies above 300 mg/l	\$0.3131 / kg
(b) Chemical Oxygen Demand	
Overstrength charge applies above 600 mg/l (or twice the B.O.D. concentration of sewage, whichever is greater)	\$0.3131 / kg
(c) Oil & Grease	
Overstrength charge applies above 100 mg/l	\$0.2796/ kg

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- (d) Phosphorus
 - Overstrength charge applies above 10 mg/l \$9.8385/ kg
- (e) Suspended Solids
 - Overstrength charge applies above 300 mg/l \$0.2705/ kg
- (f) Total Kjeldahl Nitrogen
 - Overstrength charge applies above 50 mg/l \$1.7592/ kg
- (3) Stormwater
 - (a) Minimum Fixed Charge \$5.00/month
- (4) Camera inspection of sewer service \$125.00
- (5) Augering of sewer service \$150.00
- (6) Augering and Camera combined on same visit \$200.00
- (7) Hydro Vac/Flushing – Hourly Rate \$200.00
- (8) Storm Sewer System Thawing – Hourly Rate \$200.00
- (9) Late Payment Charge
 - (a) 2.5% charge applied on all overdue sewer fees and charges.

7. The following charges relating to the sale of lots, opening and closing of graves, transfer of lots, monument permits and other applicable fees are established in accordance with Sections 2.6 (f)(g) and Section 6.1 of the Cemetery Bylaw No. 483-2000:

- (1) Lots
 - (a) Large Lot \$850.00
 - (b) Medium Lot \$475.00
 - (c) Small Lot \$100.00
 - (d) Veterans Lot N/C

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(2) Cremation Lot	
(a) Single	\$450.00
(b) Double	\$550.00
(c) Veterans Cremation	N/C
(3) Columbariums	
(a) Niche for 1 urn:	
i) 1st and 2nd Levels	\$1,100.00
ii) 3rd and 4th Levels	\$1,300.00
(b) Niche for 2 urns:	
i) 1st and 2nd Levels	\$1,350.00
ii) 3rd and 4th Levels	\$1,550.00
(4) Opening and Closing	
(a) Standard	\$500.00
(b) Deep	\$650.00
(c) Standard Medium	\$300.00
(d) Standard Small	\$250.00
(e) Standard Cremation	\$200.00
(f) Open Only (Cremation)	1 open/close charge if 2 urns are placed at the same time.
(g) Columbarium	\$100.00
(h) Standard Veterans	\$450.00
(i) Deep Veterans	\$600.00
(j) Overtime Premiums	
(Saturday, Sunday, Holiday)	\$250.00
(k) Weekday Late Fee for Interment	
(Burial or Cremains inurnment)	
(Entering Ceremony after 4:00 p.m.)	\$75.00
(l) Columbarium Opening Overtime Premium	
(Weekends, Holidays and after 4:00 p.m. Weekdays)	\$50.00

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(5) Monument Permit Fees	
(a) Single	\$50.00
(b) Double	\$75.00
 (6) Transfer Lot Fee	 \$25.00
 8. Miscellaneous Charges	
(a) Garden Plot Rental	\$25.00
(b) Parking Lot Cleaning –	
Street Sweeper & Operator – hourly	\$150.00
(c) Parking Lot Cleaning – Labour – hourly	\$50.00

PLANNING AND DEVELOPMENT

9. The following fees payable for any permit issued pursuant to the Safety Codes Permit Bylaw are established in accordance with Section 23 of the Safety Codes Permit Bylaw No. 939-2016:

Permits in the Building Discipline

- (1) The fee for each permit shall be calculated on prevailing market value of the work to be undertaken, and shall be submitted at the time of application or upon receipt of a permit from the Planning and Development Department.
- (2) The Safety Codes Officer may place a market value of the work to be undertaken for the purpose of determining the permit fee.
- (3) If no work, including excavation, has been started before the issuance of a permit, the fee shall be \$6.00 per \$1,000.00 of market value, with a minimum fee of \$60.00.
- (4) In the event that any work, including excavation, has been started before the issuance of a permit, the permit fee shall be double the fee required in Items 3 and 7 and shall be submitted at the time of application for a permit.
- (5) A permit expires if the undertaking to which it applies has not commenced within 90 days of the date of issue of the permit, or work is suspended or abandoned for

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a period exceeding 120 days as may be determined at the discretion of the Authority Having Jurisdiction, or the undertaking is not completed within 365 days from the date of issue of the permit.

When the term of a permit has not expired, a permit issuer may, in writing, and on the written request of the permit holder, extend the permit for an additional fixed period of time that the permit issuer considers appropriate.

In the event that a permit has expired, on written request by the permit holder, and at the discretion of the permit issuer, may in writing reinstate the permit for an additional fixed period that the permit issuer considers appropriate, provided no changes have been made or will be made to the original plans and specifications for such work. A fee of one half of the original permit fee will apply. Safety Codes Council fees apply where applicable by SCC policy.

- (6) In the event that the documents submitted with an application for a permit contain substantial errors or omissions and the documents have to be submitted again, a fee equal to one quarter of the amount required under Items 3 and 7 shall be charged for each and every re-examination.
- (7) A fee for each heating and ventilation permit shall be submitted at the time of application and shall consist of the following:
- (a) Single family, two family or residential unit with independent heating system per furnace, boiler hot water coil, heating appliance or hydronic heating system.
\$45.00
 - (b) In accordance with the Safety Codes Act Permit Regulation, a HVAC permit is not required for the replacement of a furnace in a single dwelling unit. Exemption of a permit requirement does not exempt compliance with the requirements of the Alberta Building Code
\$0.00
 - (c) Geothermal Heating System or Solar Heating System \$180.00
 - (d) Other buildings, per boiler, hot water coil, make up air system, package heat/cool system, furnace incorporating a split system air conditioner, furnace, heating appliance or hydronic heating system;
 - i) Up to and including 400,000 B.T.U. \$45.00
 - ii) 400,000 to 1,000,000 B.T.U. \$90.00
 - iii) Over 1,000,000 B.T.U. \$110.00
 - (e) In other than a single dwelling unit, appliance replacement of boiler, hot water coil, make up air system, package heat/cool system, furnace, heating appliance or alterations, and extensions of duct or pipe systems. \$40.00
 - (f) Per air to air exchanger/heat recovery ventilator \$40.00

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- (g) Per commercial cooking exhaust canopy \$40.00
- (h) In the event that any work has been started for the installation, repair or alteration of any heating, ventilating or air conditioning system, the permit fee shall be double the required fee and shall be submitted at the time of application for a permit.
- (8) Where the applicant for a permit is the owner and occupier of the building within which the work is to be done, and obtains the material and personally undertakes the installation, then the permit fee shall be based on twice the prevailing retail market cost of the material. A Safety Codes Office may place a market value of the work to be undertaken for the purpose of determining the permit fee.
- (9) An additional fee of \$100.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.
- (10) For projects undertaken by the City of Leduc, the permit fee only shall be exempt.
- (11) Safety Codes Council operational fee is extra as established by SCC fee policy. As established by the Alberta Safety Codes Council.
- (12) Refund
- (a) In case of cancellation of a permit, the City shall retain a minimum \$100.00 refund processing fee. When work has not commenced relative to a permit issued, permit fees may be refunded upon written request to the Safety Codes Authority in accordance with their rules.
- (13) Demolition Permit \$50.00
- (14) Special Inspections, Enforcement, Investigation, Research \$100.00 per hour
- (15) Evaluation of an Alternate Solution Proposal \$100.00 per hour, minimum \$200.00

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(16) Fast Track Residential Permit Review

(a) The intent of the Fast Track Residential Permit Approval is to process a Development Permit and Building Permit application within 72 hours (3 business days) starting the day after the receipt of the application where a builder requires the permit process to be expedited. The Applicant shall be responsible to ensure that all plans and documents required by Code are submitted with the application. Where an Applicant has not provided complete information with the application, the 72 hour time period shall not start until all required information is submitted.

A fast track fee is in addition to other required permit fees. \$525.00

(b) When complete information is not submitted with the application an additional fee will be charged. \$100.00

Note: "Residential" is intended to mean each fee simple single detached dwelling unit and duplex dwelling unit only.

(17) For construction of a secondary suite in an existing single dwelling unit \$520.00

(18) Medical Gas System Building Permit \$150.00

Permits in the Electrical Discipline

(19) Residential Underground Service \$70.00

(20) New Residential Construction Only

- i) Residential up to and including 140 sq. m \$208.00
- ii) Residence larger than 140 sq. m \$235.00
- iii) Apartment Suite/Unit \$104.00

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Note: "Residence" is intended to mean each single dwelling, and each unit of a multi-dwelling building.

Note: "Apartment suite/unit" is intended to mean a suite located in a multi-suite residential building having common corridors, exit stairways and one electrical service from the utility provider to the building.

(21) Operation Fee

i) Safety Codes Council Fee is extra to fees listed in this Schedule. As established by the Alberta Safety Codes Council.

(22) Residential Detached Garage \$84.00

(23) For Other Than New Residential Installation

"Schedule" or "Fee Schedule"

Cost	Permit Fee
\$0.00-\$1,000.00	\$66.00
\$1000.01-\$1,500.00	\$77.00
\$1,500.01-\$2,000.00	\$95.00
\$2,000.01-\$2,500.00	\$103.00
\$2,500.01-\$3,000.00	\$109.00
\$3,000.01-\$3,500.00	\$123.00
\$3,500.01-\$4,000.00	\$130.00
\$4,000.01-\$4,500.00	\$144.00
\$4,500.01-\$5,000.00	\$150.00
\$5,000.01-\$5,500.00	\$157.00
\$5,500.01-\$6,000.00	\$164.00
\$6,000.01-\$6,500.00	\$171.00
\$6,500.01-\$7,000.00	\$177.00
\$7,000.01-\$7,500.00	\$184.00
\$7,500.01-\$8,000.00	\$191.00
\$8,000.01-\$8,500.00	\$198.00
\$8,500.01-\$9,000.00	\$204.00
\$9,000.01-\$9,500.00	\$212.00
\$9,500.01-\$10,000.00	\$218.00

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\$10,000.01-\$11,000.00	\$225.00
\$11,000.01-\$12,000.00	\$234.00
\$12,000.01-\$13,000.00	\$239.00
\$13,000.01-\$14,000.00	\$245.00
\$14,000.01-\$15,000.00	\$253.00
\$15,000.01-\$16,000.00	\$260.00
\$16,000.01-\$17,000.00	\$266.00
\$17,000.01-\$18,000.00	\$274.00
\$18,000.01-\$19,000.00	\$280.00
\$19,000.01-\$20,000.00	\$287.00
\$20,000.01-\$21,000.00	\$293.00
\$21,000.01-\$22,000.00	\$301.00
\$22,000.01-\$23,000.00	\$307.00
\$23,000.01-\$24,000.00	\$313.00
\$24,000.01-\$25,000.00	\$321.00
\$25,000.01-\$26,000.00	\$328.00
\$26,000.01-\$27,000.00	\$334.00
\$27,000.01-\$28,000.00	\$341.00
\$28,000.01-\$29,000.00	\$348.00
\$29,000.01-\$30,000.00	\$355.00
\$30,000.01-\$31,000.00	\$361.00
\$31,000.01-\$32,000.00	\$366.00
\$32,000.01-\$33,000.00	\$371.00
\$33,000.01-\$34,000.00	\$376.00
\$34,000.01-\$35,000.00	\$383.00
\$35,000.01-\$36,000.00	\$388.00
\$36,000.01-\$37,000.00	\$393.00
\$37,000.01-\$38,000.00	\$398.00
\$38,000.01-\$39,000.00	\$405.00
\$39,000.01-\$40,000.00	\$410.00
\$40,000.01-\$41,000.00	\$415.00
\$41,000.01-\$42,000.00	\$420.00

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\$42,000.01-\$43,000.00	\$426.00
\$43,000.01-\$44,000.00	\$432.00
\$44,000.01-\$45,000.00	\$437.00
\$45,000.01-\$46,000.00	\$442.00
\$46,000.01-\$47,000.00	\$448.00
\$47,000.01-\$48,000.00	\$453.00
\$48,000.01-\$49,000.00	\$459.00
\$49,000.01-\$50,000.00	\$465.00
\$50,000.01-\$60,000.00	\$519.00
\$60,000.01-\$70,000.00	\$573.00
\$70,000.01-\$80,000.00	\$628.00
\$80,000.01-\$90,000.00	\$682.00
\$90,000.01-\$100,000.00	\$737.00
\$100,000.01-\$110,000.00	\$778.00
\$110,000.01-\$120,000.00	\$820.00
\$120,000.01-\$130,000.00	\$859.00
\$130,000.01-\$140,000.00	\$901.00
\$140,000.01-\$150,000.00	\$942.00
\$150,000.01-\$160,000.00	\$983.00
\$160,000.01-\$170,000.00	\$1,024.00
\$170,000.01-\$180,000.00	\$1,065.00
\$180,000.01-\$190,000.00	\$1,106.00
\$190,000.01-\$200,000.00	\$1,147.00
\$200,000.01-\$210,000.00	\$1,187.00
\$210,000.01-\$220,000.00	\$1,228.00
\$220,000.01-\$230,000.00	\$1,270.00
\$230,000.01-\$240,000.00	\$1,310.00
\$240,000.01-\$250,000.00	\$1,351.00
\$250,000.01-\$300,000.00	\$1,488.00
\$300,000.01-\$350,000.00	\$1,624.00
\$350,000.01-\$400,000.00	\$1,761.00
\$400,000.01-\$450,000.00	\$1,897.00

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\$450,000.01-\$500,000.00	\$2,033.00
\$500,000.01-\$550,000.00	\$2,169.00
\$550,000.01-\$600,000.00	\$2,307.00
\$600,000.01-\$650,000.00	\$2,443.00
\$650,000.01-\$700,000.00	\$2,579.00
\$700,000.01-\$750,000.00	\$2,715.00
\$750,000.01-\$800,000.00	\$2,853.00
\$800,000.01-\$850,000.00	\$2,989.00
\$850,000.01-\$900,000.00	\$3,125.00
\$900,000.01-\$950,000.00	\$3,261.00
\$950,000.01-\$1,000,000.00	\$3,399.00

- (24) To determine the applicable permit fee for owner applicants, the labour cost is considered to be equal to the retail cost of material required for the installation. A permit issuer is not required or obligated to issue an electrical permit to an owner. The permit issuer may require the owner to provide proof of knowledge relative to the electrical installation to be carried out. A permit issuer may issue an electrical permit to the registered owner of a single family dwelling provided that the owner resides in the residence at the time of permit application.
- (25) For installations over \$1,000,000.00, the fee is \$3,112.00 plus \$1.25 per \$1,000 for each \$1,000 that the total amount exceeds \$1 Million.
- (26) Annual permits may be issued to facilities where there are on-going minor electrical installations and alterations being completed. Fees for annual permits will be assessed based on the evaluation of projected work to be completed. The minimum value of an annual permit shall be \$10,000.00. Fees for school annual permits shall be as approved by the Manager, Safety Codes Services.
- (27) When work is commenced before a permit has been obtained, the permit fee shall be double the amount set out in the Fee Schedule.
- (28) An additional fee of \$100.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.

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(29) Operation Fee

(a) Safety Codes Council Fee is extra to fees listed in this Schedule. As established by the Alberta Safety Codes Council.

(30) Exemption

(a) For projects undertaken by the City of Leduc, the permit fee only shall be exempt.

(31) Special Inspections, Enforcement, Investigation, Research \$100.00 per hour

(32) Evaluation of Alternative Solution Proposal \$100.00 per hour, \$200.00 minimum

(33) Refund*

(a) In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$100.00.

(b) *Safety Codes Council Fee is not refundable.

Permits in the Gas Discipline

(34) Residential

(a) Minimum Fee with a maximum of two (2) outlets	\$75.00
(b) For each additional outlet over two (2) outlets	\$30.00
(c) Alterations, Repairs, Maintenance	\$75.00

(35) Commercial/Industrial

(a) Minimum fee with a maximum of one (1) outlet	\$75.00
(b) Each additional outlet	\$30.00
(c) Alterations, Repairs, Maintenance	\$75.00

(36) Residential or Commercial/Industrial Applications

(a) Appliance Replacements (per appliance)	\$75.00
(b) Special Inspections, Enforcement, Investigation, Research (per hour)	\$100.00
(c) Re-inspection (per inspection)	\$100.00

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(d) Temporary Installation Permit	\$75.00
(e) Underground Secondary Service Line	\$75.00
(f) Propane Tank and Service Line	\$75.00
(g) Propane or Natural Gas Filling Station	\$105.00
(h) Special Inspections, Enforcement, Investigation, Research	\$100.00/hr

(37) When work is commenced before a permit has been obtained, the permit fee shall be double the amount set out in the Fee Schedule.

(38) Operation Fee

(a) Safety Codes Council Fee is extra to fees listed in this Section. As established by the Alberta Safety Codes Council.

(39) Refund*

(a) In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$100.00.

(b) *Safety Codes Council Fee is not refundable.

(40) Exemption

(a) For projects undertaken by the City of Leduc, the permit fee only shall be exempt.

Permits in the Plumbing Discipline

(41) Plumbing Permit Fees	Minimum \$60.00 or \$14.00 per fixture, whichever is greater.
(42) Private Sewage Disposal System	\$200.00
(43) Sewage Hold Tank	\$63.00
(44) Evaluation of an Alternate Solution Proposal	\$100.00 per hour, minimum \$200.00

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- (45) Special Inspections, Enforcement,
Investigation, Research \$100.00 per hour
- (46) Permit fees shall be paid at the time of application for the permit.
- (47) When work is commenced before a permit has been obtained, the permit fee shall be double the amount set out in the Fee Schedule.
- (48) An additional permit fee of \$100.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.
- (49) Operation Fee
- (a) Safety Codes Council Fee is extra to fees listed in this Schedule. As established by the Alberta Safety Codes Council.
- (50) Refund*
- (a) In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$100.00.
- (b) *Safety Codes Council fee is not refundable.
- (51) Exemption
- (a) For projects undertaken by the City of Leduc, the permit fee only shall be exempt.

10. The following fees are established to prescribe the application fees for subdivision application pursuant to s. 630.1 of the *Municipal Government Act*, RSA 2000, Chapter M-26.

- (1) Application Fee
- (a) The following fees shall be submitted at the time of application to the City of Leduc Subdivision Approving Authority:
- (i) Single Detached Residential and
Two Dwelling Unit (duplex) Parcels \$220.00 per parcel

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(ii) Multiple Dwelling Residential Parcels and Bareland Condominium	\$220.00 per parcel
(iii) Commercial	\$220.00 per parcel
(iv) Industrial	\$220.00 per parcel
(v) Urban Services	\$220.00 per parcel
(vi) Urban Reserve	\$220.00 per parcel
(vii) Park	\$220.00 per parcel

(2) Endorsement Fee

(a) Prior to endorsement of the plan of survey or the C. of T., a fee for each new title, as specified below shall be submitted to the City:

(i) Single Detached Residential and Two Dwelling Unit (duplex) Parcels	\$210.00 per parcel
(ii) Multiple Dwelling Residential Parcels	\$210.00 per parcel
(iii) Commercial	\$210.00 per parcel
(iv) Industrial	\$210.00 per parcel
(v) Urban Services	\$210.00 per parcel
(vi) Urban Reserve	\$210.00 per parcel
(vii) Park	\$210.00 per parcel

(viii) Bareland Condominium or Redivision of a Phased Condominium	\$40.00 per parcel
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11. The following applicable Development Permit Fees are established in accordance with Section 9.1.1.6. of the Land Use Bylaw No. 809-2013:

(1) Notification fee for Discretionary Uses	\$210.00
(2) Amendment to Issued Development Permit	At the Development Officer's Discretion, but in no case exceeding original permit application fee.

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(3) Single Detached Dwelling	\$110.00 per dwelling
(4) Showhome	\$54.00 per dwelling
(5) Duplex Dwellings	\$110.00 per dwelling unit
(6) Tri-plex/Four-plex/Townhouse Dwellings (Street-Fronting)	\$110.00 per dwelling unit
(7) Apartments	\$262.00 + \$47.00/dwelling unit
(8) Multi-Unit Residential Development (condominium developments)	\$262.00 + \$47.00/dwelling unit
(9) Hotels/Motels	\$262.00 + \$47.00/suite
(10) Manufactured Home	\$66.00
(11) Commercial/Industrial	\$157.00 + \$0.30 per \$1000.00 value
(12) Accessory Building over 18.58 m ²	\$33.00
(13) Sheds over 10.0 m ²	\$33.00
(14) Residential Building Addition (exempting apartments)	\$33.00
(15) Residential Secondary Suite	\$54.00
(16) Garage Suite	\$54.00 + \$0.30/\$1,000.00 value

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(17) Garden Suite	\$54.00 + \$0.30/\$1,000.00 value
(18) Home Occupation	\$81.00
(19) Live Work Unit - Commercial	\$81.00
(20) Radio Communication Facility	\$110.00
(21) Signs:	
(a) permanent	\$105.00
(b) all other types	\$105.00
(c) * no fee for signs advertising special events and general public interest such as charity drives, health and safety campaigns, amateur athletic and sports events and city-wide celebrations or signs for a non-profit group at the Development Officer's discretion.	
(22) Change of Use	\$54.00
(23) All Other Development Permits	\$54.00 + \$0.30/\$1,000.00 value
(24) Development Permit Extension Fee	One half of the original permit fee
(25) Prior to issuance of Development Permit:	
Third and subsequent submission of plans required to review unaddressed deficiencies	\$52.00/review
(26) Development started prior to issuance of Development permit	Double the applicable fees

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12. The following fees and charges are hereby established pursuant to s. 630.1 of the *Municipal Government Act*, RSA 2000, Chapter M-26:

- (1) Letters Respecting Compliance
 - (a) Single Detached Residential Dwellings and Duplexes \$90.00/letter
 - (b) Rush Service (within 72 hours) \$135.00/letter
 - (c) Multiple Dwelling Residential / Commercial /
Industrial / Government / Institutional \$135.00/letter
 - (d) Variance Certificate \$80.00/application
- (2) Redistricting
 - (a) All land use districts except Direct Control (DC) \$900.00/application
plus an additional \$800.00 for advertisement per application
 - (b) Direct Control \$1,300.00/application
plus an additional \$800.00 for advertisement per application
- (3) Area Structure Plans / Outline Plans / Area Redevelopment Plans
 - (a) New and Major Amendments \$650.00/application or
\$52.50/gross ha. (whichever
is the greater), plus \$400.00
advertising fee
 - (b) Minor Amendments \$382.00 plus \$400.00
advertising fee
- (4) Conversions to Condominium \$40.00/unit
- (5) Encroachment Agreements \$160.00/agreement plus
registration and legal fees
- (6) Easement Agreements \$110.00/agreement plus
registration and external
legal fees
- (7) Lease Agreements \$156.00/agreement plus
external legal fees

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- | | |
|---|-----------------------------------|
| (8) Final Grade Certificates | |
| (a) Single Detached, Fee Simple Duplex,
Triplex, Townhouse | \$156.00 |
| (b) Multi-residential, Commercial, Industrial,
Government | \$200.00/ha or portion
thereof |
| (9) Charges for Copies of Department Documents | |
| (a) Land Use Bylaw | |
| (i) Colour Land Use District Map included | \$45.00 |
| (b) Census Report | \$10.00 |
| (c) Municipal Development Plan | \$25.00 |
| (d) Area Structure / Area Redevelopment Plan / Outline Plan | \$10.00 |
| (e) Annual Report | \$10.00 |

13. The following fees are established in accordance with Section 5 of the Business Licence Bylaw No. 767-2011:

- | | |
|-----------------------------|-----------|
| (1) General | \$150.00* |
| (2) Non-Resident | \$300.00* |
| (3) Home-Based Business | \$150.00* |
| (4) Mobile Business Unit | \$50.00 |
| (5) Licence Replacement Fee | \$15.00 |
| (6) Licence Amendment Fee | \$15.00 |
| (7) Appeal Fee | \$50.00 |

- (8) * The fee payable for a business licence issued after the 31st day of August in any licence year shall be one-half of the fee listed above.

PART IV: PROTECTIVE SERVICES

14. The following fees are established in accordance with Section 41 and Section 42 of the Animal Licencing and Control Bylaw No. 580-2004:

(1)	Licence Fees	Lifetime Licences
	(a) Spayed or Neutered Dog	\$50.00
	(b) Non-Spayed or Non-Neutered Dog	\$100.00
	(c) Guide Dog (regardless of whether Spayed or Neutered)	\$0.00
	(d) Spayed or Neutered Cat	\$50.00
	(e) Non-Spayed or Non-Neutered Cat	\$100.00
(2)	Licence Fees	Yearly Licences
	(a) Spayed or Neutered Restricted Dog	\$100.00
	(b) Non-Spayed or Non-Neutered Restricted Dog	\$250.00
(3)	Replacement Licence Tags	\$5.00

15. The following fees and charges are established in accordance with Section 8 of the Dangerous Goods Transportation Bylaw No. 558-2004:

(1)	Dangerous Goods Off-Route Permit	\$150.00/registered owner of vehicle per year
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16. The following fees and charges are established in accordance with Section 8 of the Fire Services Bylaw No. 351-1995:

(1)	Permit to sell fireworks (low level) or shop goods	\$75.00 annual
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(2) Permit to discharge fireworks (low level)	\$10.00
(3) Permit for high hazard fireworks and pyrotechnic displays	\$125.00
(4) Permit for the use of pyrotechnic devices	\$75.00/permit per event
(5) Site inspection and permit for flammable/ combustible fuel tank installation	\$75.00
(6) Site inspection and permit for flammable/ combustible fuel tank removal	\$125.00
(7) Open air fire permit	\$20.00

PART V: PUBLIC TRANSPORTATION

17. The following fees and charges are established for the operation of transportation:

- (1) Inter-municipal transit fares (travel to or from Edmonton – Century Park) (Route 1):
 - (a) Cash Fares (one-way) \$5.00
 - (b) Commuter Plus Monthly Passes \$90.00
 - (c) Ticket Books (10 tickets)* \$45.00
 - (d) Day Pass * \$9.00

*Not valid for transfer to Edmonton Transit Route 747.

- (1.1) Intra-municipal transit fares (local fares within the City of Leduc and within Leduc County) (Routes 2, 3, 4, 5 and 10):
 - (a) Cash Fare (one-way) \$2.00
 - (b) Monthly Pass \$55.00

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(1.2) The following persons are not required to pay a fare:

- (a) Children aged 5 and under, when accompanied by a fare-paying customer;
- (b) Persons holding a valid card from the Canadian National Institute for the Blind; and
- (c) Post-secondary students with a valid U-Pass.

(2) Leduc Assisted Transportation Services (LATS)

- (a) Cost per one way trip \$4.00
- (b) LATS Ticket Book (11 One Way Tickets) \$40.00
- (c) LATS Monthly Pass \$140.00

(3) Charter Rates (Two hour minimum)

- (a) LATS Buses \$75.00/hour
- (b) Community Buses (Arbocs) \$95.00/hour
- (c) Commuter Buses (New Flyers) \$105.00/hour

18. The following fees and charges are established in accordance with the Taxi Bylaw No. 782-2011:

- (1) Taxi Operation Permit s. 5.2(1)(b) \$150.00/annum**
- (2) Taxi Operation Permit (Non-Resident) s. 8.4(1) \$300.00/annum**
- (3) Taxi Vehicle Permit s. 4.2(1)(b) \$50.00/annum
- (4) Replacement Permit s. 6.6(1) \$15.00
- (5) Permit Reinstatement fee s. 6.5(1)
 - (a) Resident \$50.00
 - (b) Non-Resident \$125.00

** The fee payable for a Taxi Operation Permit issued between December 1st and March 31st shall be one half of the fee listed in section 24 (1) and 24 (2).

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PART VI: POWERS OF THE CITY MANAGER

19. Without restricting any other power, duty or function granted by this Bylaw, the City Manager may:

- (a) carry out any inspections to determine compliance with this Bylaw;
- (b) take any steps or carry out any actions required to enforce this Bylaw;
- (c) establish forms for the purposes of this Bylaw;
- (d) establish reasonable criteria to be met for a room to be rented including a possible security deposit requirement pursuant to this Bylaw;
- (e) delegate any powers, duties or functions under this Bylaw to an employee of the City.

PART VII: ENACTMENT

20. Bylaw 962-2017 is repealed by this bylaw.

21. This Bylaw shall come into force and effect on January 1, 2019.

READ A FIRST TIME IN COUNCIL THIS ____ DAY OF _____, AD 2018.

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____, AD 2018.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS ____ DAY OF _____, AD 2018.

Bob Young
MAYOR

Date Signed

Sandra Davis
CITY CLERK

COUNCIL REQUEST FOR DECISION



MEETING DATE: November 19, 2018

SUBMITTED BY: Shawn Olson, Director Engineering

PREPARED BY: Ryan Graham, Infrastructure Manager

REPORT TITLE: Off-Site Levy Bylaw 999-2018 (1st Reading)

REPORT SUMMARY

To repeal the existing City of Leduc Off-Site Bylaw 963-2017 and replace with the City of Leduc Off-Site Levy Bylaw No. 999-2018, as presented.

RECOMMENDATION

That Council gives Bylaw 999-2018, First Reading.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The rate changes are necessary in order to properly reflect the updated construction costs of the various infrastructure projects that are required as a result of new development.

The off-site levy fund is needed to fund new or expanded transportation, water and sanitary sewer infrastructure projects that are needed to accommodate new subdivision development which are described in detail under Schedule "C". The cost to provide these necessary infrastructure projects may vary on a yearly basis due to the ever changing construction costs due to a varying economic environment. As the construction costs will change on a yearly basis, the City needs to adjust the Off-Site Levy Bylaw accordingly. Similarly, projects may be added or deleted based on the most current information received through Engineering's Planning documents such as the Transportation, Water, and Sanitary Sewer Master Plans.

Historically, updates to the Off-Site Levy Bylaw are done on an annual basis at the City of Leduc, and represents a more frequent update than most municipalities. This added level of service reduces the probability of significant changes in rates from one year to the next and is an asset to the development community.

Through the Off-Site Levy Bylaw update process, developers are presented with the changes to the model prior to bringing the proposed bylaw forward to Council. Comments were received in early 2018 after preliminary discussions with UDI. The response to those comments can be found contained within the letter attached to this report.

LEGISLATION AND/OR POLICY:

The *Municipal Government Act*, Part 17 under Section 648 gives the City the authority to assess these charges against the new development areas. This Bylaw will be advertised in the November 16th and November 23rd issues of the Leduc Representative in accordance with Sections 606 and 648(6) of the *Municipal Government*

Act. Bylaws passed under Part 17 are not subject to petition. This bylaw stipulates the levies that developers pay as part of developing their land.

PAST COUNCIL CONSIDERATION:

On November 5, 2018, Administration presented to Committee of the Whole with an in camera update on off-site levies. Preliminary rates contained within that report were presented to committee and are detailed in this report. These rates are to be incorporated into the updated bylaw.

CITY OF LEDUC PLANS:

The projects as identified under Schedule "C" are recommendations resulting from the most current Transportation Master Plan, the City of Leduc Water Master Plan and the City of Leduc Sanitary Sewer Master Plan.

IMPLICATIONS OF RECOMMENDATION

GENERAL:

The Off-Site Levy Bylaw is generally updated on an annual basis. In an effort to align the off-site levy cycle with the financial year end and the budget process, the bylaw will be presented as part of the budget process.

FINANCIAL:

2018 Proposed Rates

The annual update re-assessed all off-site levy projects and cost estimates; projects were also added and removed based on the implementation plan in the 2018 Transportation Master Plan. The net result of the changes resulted in a three percent increase to the off-site levy rates. The increase was due to the addition of projects identified from the Transportation Master Plan as well as minor increases in the construction estimates for existing projects.

Information on the costs of the City's transportation, water, and sanitary sewer infrastructure needs are based on projects provided by the City and from 2017 construction tender rates in the Capital Region provided by McElhanney Engineering. This Bylaw 999-2018, if approved, is intended to adjust the off-site levy rate charged on a per hectare basis for new development within the boundaries of the City of Leduc.

	Transportation Charges (per Ha)	Water Charges (per Ha)	Sanitary Charges (per Ha)	Total
2016 Weighted Average	\$87,847	\$13,870	\$13,911	\$115,628
2017 Weighted Average	\$87,130	\$17,407	\$21,534	\$126,072

COUNCIL REQUEST FOR DECISION

Leduc 2018	Transportation Levies (per Ha)	Water Levies (per Ha)	Sanitary Levies (per Ha)	Total (per Ha)
High	\$113,731	\$16,560	\$59,013	\$189,304
Low	\$65,504	\$16,560	\$-	\$82,064
Weighted Average	\$89,978	\$16,560	\$23,381	\$129,918

LEGAL:

For the bylaw to be formally passed by Council it will require three readings at two separate Council meetings. In accordance with Sections 606 and 648(6) of the *Municipal Government Act*, the bylaw will be advertised for two consecutive weeks in the newspaper (Leduc Representative) before the second and third reading.

According to the MGA no public hearing is required for this bylaw. The off-site levies mainly affect the development community, who are independently consulted prior to the bylaw being presented.

IMPLEMENTATION / COMMUNICATIONS:

On October 26, 2018 the proposed adjustments to the Off-Site Levy Bylaw were presented to the members of the Urban Development Institute (UDI) – Leduc. Any comments received by UDI will be taken into consideration, and where applicable addressed during the next Off-Site Levy Bylaw update.

This Bylaw will be advertised in the November 16th and November 23rd editions of the Leduc Representative

ALTERNATIVES:

1. That Council direct administration to bring back amendments to Bylaw 999-2018 and leave Bylaw 963-2017 in place until that point in time;
2. That Council defeat Bylaw 999-2018 leaving Bylaw-963-2017 in place for 2018. A new bylaw will be brought forward as part of the 2019 budget deliberations.

ATTACHMENTS:

- A. UDI letter – May 23, 2018
- B. Response to UDI letters – September 24, 2018
- C. Proposed Bylaw 999-2018 Off-Site Levy Bylaw

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / I. Sasyniuk, General Manager, Corporate Services / M. Pieters, General Manager, Infrastructure & Planning / J. Cannon, Director, Finance



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P 780.428.6146
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May 23, 2018

Shawn Olson
Director, Engineering Services
City of Leduc
#1 Alexandra Park
Leduc, AB T9E 4C4

Re: Transportation Master Plan & Offsite Levies

Dear Mr. Olson,

The development industry would like to thank Council and City Administration for its continued willingness to discuss our concerns and to implement practical solutions.

We've received comments from the committee with respect to the Transportation Master Plan and the Offsite Levy Bylaw. Overall, our committee supports the agenda of the Transportation Master Plan provided there is flexibility to ensure that active developments are supported financially in a manner that promotes growth and accessibility. Below are a few key topics that we would encourage to be considered when calculating development levies for the future growth areas.

1. Transportation Master Plan 5 Year Projects List

After reviewing the list of short and long term projects we would like to note that the extension of 50th avenue westbound, the 50th avenue and 74th street intersection, and 74th street northbound be considered tentative projects within the 5 year plan.

2. Arterial Road ROW Compensation

Within the last year the arterial road ROW dedication requested in plans has increased by approximately 4 meters in width to account for more desired side slopes by operations and maintenance. While land area for arterial roads is not considered within the assessable land area for levy calculations, the recovery model for developers that dedicate more arterial road ROW, especially now, is insufficient and poses a significant financial challenge. Once again, UDI proposes the arterial road ROW be compensated and added to the levy rate. The land value rate can be agreed upon and updated on an annual basis. The levy rate would go up but this would respectively disperse the cost sharing of arterial roads in a more equitable manner for all owners.



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3. Consideration for Developers that Front End Leviable Infrastructure

Presently, developers that enter into an agreement with the City to frontend qualified leviable off-site infrastructure are subject to construction and design costs, as well as off-site levy payments. We suggest that an offsetting mechanism be implemented to account for the costs of construction and design for the offsite infrastructure against the costs for the offsite levies payable by the developer. UDI supports the formulation of a policy that provides a clear protocol in offsetting calculated off-site levies to frontend leviable infrastructure as well as the reimbursement process for front ending parties.

4. New Offsite Levies

We understand that the City of Leduc would like to implement a levy for the purpose of upgrading the local police station. While this levy is now permitted under the Municipal Government Act, there are certain requirements that the municipality is obligated to provide prior to implementing the said levy. More specifically, a municipality is required to show the benefit before the levy can be considered which includes providing all of the background calculations that justify the cost of the levy. At this time respectfully, we do not believe that the information provided adequately justifies the new levy and would merit appeal from our industry.

We greatly appreciate the opportunity to work together as partners on matters of significant importance that affect development and prosperity throughout the City of Leduc and gladly welcome further discussion to provide any clarification, if needed.

Sincerely,
"Original Signed"

Andre Banks
Chair, UDI-ER Leduc Committee

"Original Signed"

Alessandra De Sousa
Vice-Chair, UDI-ER Leduc Committee

cc. Robert (Bob) Young
Mayor, City of Leduc

Paul Benedetto
City Manager, City of Leduc

The Urban Development Institute
Edmonton Region
#324 Birks Building, 10113 -104 Street
Edmonton, AB T5J 1A1

September 24, 2018

Attention: Andre Banks, P. Eng.
Alessandra Desousa
Laura Bruno

Subject: Response to UDI letters

In advance of the offsite levy presentation the following information is in response to the letters received by both engineering and planning departments. The City wishes to invite UDI to the annual offsite levy update presentation on October 26, 2018 at 1:30 pm in the Lede Room at the Civic Center. The City of Leduc appreciates UDI's input into this process and commitment to ensuring the continued success of the development industry.

Response to letter received by UDI 23/04/2018

The City of Leduc would like to thank the Urban Development Institute (UDI) for providing comments after the TMP and offsite levy presentation. The City of Leduc has reviewed the comments and can provide the following response:

- Based on the comments received by UDI the five-year project list has been adjusted and the construction of 74th street northbound has been advanced to 2021 to accommodate development. 50th ave widening and the 74th street intersection have not been advanced based on the results of the transportation model and will remain in the 15 year horizon. Projects are reviewed on an annual basis and when traffic volumes significantly increase these projects will be reevaluated for advancement.
- In previous correspondence with UDI on March 14, 2016 the City of Leduc indicated the procedure for arterial ROW widening compensation to developers. The City of Leduc will continue to implement this procedure for arterial road ROW compensation based on previous correspondence. To reiterate the procedure to be used is as follows:
 - Excluding noise attenuation, the anticipated standard procedure will be that 8 m of ROW will be dedicated by each development adjacent to an arterial road with an existing road ROW. In cases where there is not an existing road ROW, a maximum amount of 36 m would be dedicated (18 m from each side of the roadway if the ROW is split between two developments). If additional ROW is required for the arterial ROW, compensation will be provided for the extra dedication. A third party assessor will determine the rate for this land at the current land use. Any ROW required for noise attenuation will be dedicated by the developer in addition to the amounts indicated above, and will be addressed in development agreements when required. Finally, the developer will be required to dedicate any land required to accommodate the turning movements at an intersection that requires additional turn bays or lanes.
- At this time, the City will continue to utilize the process that has been implemented in recent development agreements. When infrastructure is front ended by the developer it is repaid at

the later of final acceptance certificate (FAC); or the year in which it is identified in the offsite levy model. This procedure will be applied to development agreements when infrastructure is shown to be planned within the next 3 years in the offsite levy model. The offsite levy project repayment process will be reviewed on a case by case basis and may require council approval. The repayment includes the costs of construction and design of the infrastructure (as specified in the development agreement). The current practice of allowing advancement of infrastructure requires the City to take out debentures and places stress on the City since the reserves cannot adequately fund the projects. The offsite levy payments are required to fund the reserves to continue to allow this funding practice. An alternative process could be that the projects would be delayed until adequate reserves are in place to initiate the projects.

- The City presented a scenario to include the enforcement services facility into the offsite levy model. Based on the response received from UDI the City of Leduc will not be adding the proposed change into the 2018 offsite levy update. Please note that enforcement services provides significant value to the City's residence. As such, the City reserves the right to evaluate adding design and construction of the new enforcement services facility in future updates.

Response to letter received by UDI 19/12/2017

The City of Leduc would like to commend the leadership exercised by the UDI Leduc Committee. We believe that communication is essential and the more dialogue we can have between our parties, the easier it will be to interact and be successful. Therefore, moving forward, we are hoping to have at least one meeting with UDI as a group and a few meetings with individual members active in Leduc on a yearly basis.

In regards to the letter received last December by UDI, please note that the City of Leduc has taken the time to review each item in order to truly understand their relevance and how they could impact both the public and the private side of development. Furthermore, please note that we have reviewed Precedent Agreement form other municipalities (Airdrie, Beaumont, Calgary, Edmonton, Fort Saskatchewan, Grand Prairie, Leduc County, Lethbridge, Okotoks, Red Deer, Spruce Grove, St-Albert, Stony Plain, and Strathcona County. This exercise definitively gave us an appreciation for the challenge that UDI members deal with, having to interact and conduct business in all these different environments.

In regards to the elements contained in UDI's letter, this is the City of Leduc's current position.

Levies for recreational center

The new Municipal Government Act (MGA) provides the opportunity for municipalities to collect off-site levies for recreational purposes (Section 648(2.1) of MGA). It is our understanding that this entails opportunities for any enclosed structure (indoor swimming pool, fieldhouse, arena, indoor tennis court, etc.) At this point in time, the City of Leduc doesn't intent to add any recreational items to its off-site levy bylaw. More work will be needed to confirm if we will ever at one point in the future utilize this mechanism under the MGA.

Currently, the City of Leduc does not employ a levy for recreational center. The City employs a recreational contribution fee system in order to support indoor and outdoor recreational amenities. The contribution is required from residential development at a rate of \$1,000 per dwelling unit for single detached and duplex, and a rate of \$700 per dwelling unit for multi-residential developments. It was felt equitable at the time of passing this policy, to not include the non-residential areas as they do not generate a significant demand for our recreational infrastructure and amenities.

In regards to other municipalities, we were able to find that some are using a per hectare fee, others are using a fee per dwelling units, and some municipalities are not disclosing what they do. Therefore, we concluded that this process is not consistent throughout the municipalities, and that there doesn't

seem to be a preferred approach from the municipal perspective. As for outlining limits to payment by developers, our current process ties the amount to be paid directly to the amount of dwelling units to be generated, making it easy to anticipate the associated cost.

Letter of credits

The City of Leduc currently utilizes a tiered system for letters of credit (LOC), which results in 40%, 75%, or 100% of the cost of construction, pending if a developer is in category A, B, or C. In reviewing other municipalities, we noticed the many are using 50%, 100%, or even more than 100% as their minimum for securities, exemption made of Red Deer (25%) and Edmonton (which appears to be a case by case approach with significant flexibility). Therefore, we believe that we are regionally competitive within our capacity. Having said this, Administration is ready to explore with Council the opportunity to reward developers in category A that have a positive track records, by providing an additional reduction in terms of their Letter of Credit requirements.

Lastly, in order to avoid the registration of a caveat on Title, the City of Leduc current practice is to require 100% of the securities to be paid. This will be indicated in our revised policy.

Landscaping

UDI is recommending that the City of Leduc review the Edmonton Landscaping Standard. We are currently in the process of reviewing the City of Edmonton Engineering Standards. We can definitively follow and review their landscaping standards. However, the City does not feel comfortable removing its standards from the Development Agreement.

Process and sequencing

The current sequencing in the development process at the City of Leduc includes the following steps:

1. Create and Area Structure Plan (ASP) for the proposed area if none is existing. If the ASP contains sufficient details and is accompanied by the necessary supporting documents, step 2 is not necessary.
2. When an ASP is of higher level and/or encompasses many quarter sections, an Outline Plan may be required by the City of Leduc to provide the necessary level of information to proceed with the subdivision.
3. Subdivision of the area for the intended stage(s) of development. The remnant remains un-subdivided and retains its Urban Reserve designation.
4. As the subdivision application moves forward, the redistricting for the area is initiated so that the redistricting can be completed prior to endorsement of the plan.
5. As the redistricting is happening, the Development Agreement is prepared and negotiated in order to be signed prior to 3rd reading of the redistricting bylaw.
6. Once the redistricting bylaw is approved, the developer can move forward with the stage if the engineering and landscaping plans are approved. Please note that these plans can be submitted for review at the same time as the subdivision plan is being processed.

As developers often changes their ASP, their staging, and / or the product that they want to offer in order to respond to an always changing market, Administration doesn't believe that it would be beneficial to redistrict an area prior to its subdivision. A simple relocation of a district boundary could trigger a potential ASP amendment and a potential referral to the Edmonton Metropolitan Region Board, which would add a delay of 3-6 month in the development process.

In order to avoid delays and uncertainty, we agree with UDI that working together is essential. Already, we can see that by having the subdivision, redistricting, and Development Agreement running in parallel, the process is more effective. As for certainty, aligning an ASP with the Municipal Development Plan, the Intermunicipal Development Plan (where applicable), and the Edmonton Metropolitan Region Plan is a great way of ensuring that an approved ASP will be developed as planned.

In conclusion, we would like to thank UDI for its collaboration and its patience, as we took longer than expected to respond. As we are all juggling many priorities, we wanted to make sure that we would research other municipalities and see what solutions are available. We do not believe that this is the end of the journey, but instead, we are hoping that this letter will be a stepping-stone for more dialogue.

If you have further questions, please contact the undersigned.

Sincerely,

"Original Signed"

"Original Signed"

Shawn Olson, P. Eng.
Director, Engineering
Phone: (780) 980-7190
solson@leduc.ca

Sylvain Losier, M.ATDR, MCIP, RPP
Manager, Current Planning
780-980-7159
slosier@leduc.ca

Cc:
Paul Benedetto, City Manager
Michael Pieters, General Manager, Infrastructure and Planning

**Bylaw No. 999-2018
OFF-SITE LEVY BYLAW**

PAGE 1

A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR OFF-SITE LEVIES

WHEREAS, pursuant to section 648(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26 a council may by bylaw provide for the imposition and payment of a levy, to be known as an "off-site levy", in respect of land that is to be developed or subdivided and authorize an agreement to be entered into in respect of the payment of the levy;

AND WHEREAS, pursuant to section 648(2) of the *Municipal Government Act*, an off-site levy may be used only to pay for all or part of the capital costs of: new or expanded facilities for the storage, transmission, treatment or supplying of water; new or expanded facilities for the treatment, movement or disposal of sanitary sewage; new or expanded storm sewer drainage facilities; new or expanded roads required for or impacted by a subdivision development; and any land required for those projects;

AND WHEREAS, pursuant to section 649 of the *Municipal Government Act*, a bylaw that authorizes an off-site levy must set out the object of each levy and indicate how the amount was determined;

AND WHEREAS, pursuant to section 231(1) of the *Municipal Government Act*, a bylaw authorized under Part 17 of the *Municipal Government Act* is not subject to petition;

THEREFORE, the Council of the City of Leduc in the Province of Alberta duly assembled, hereby enacts as follows:

PART I: BYLAW TITLE

1. This bylaw shall be known as the "Off-Site Levy" Bylaw.

APPROVED
As to Form
B. L.

City Solicitor

PART II: PURPOSE, DEFINITIONS, AND INTERPRETATION

PURPOSE

2. The purpose of this bylaw is to provide for the imposition of an off-site levy in respect of land that is to be developed or subdivided.

DEFINITIONS

3. In this bylaw, unless the context otherwise requires:
 - a. "**City**" means the municipal corporation of the City of Leduc;
 - b. "**City Manager**" means the chief administrative officer of the City;
 - c. "**Council**" means the municipal council of the City;

Bylaw No. 999-2018 OFF-SITE LEVY BYLAW

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- d. **"Developable Land"** means all land, but does not include:
 - i. municipal reserve, as defined in Part 17 of the *Municipal Government Act*, R.S.A. 2000, c. M-26,
 - ii. environmental reserve, as defined in Part 17 of the *Municipal Government Act*;
 - iii. land required for the widening of major collector roads along a ¼ section boundary or any arterial roadways; and
 - iv. land required for stormwater management facilities excluding appurtenances;
- e. **"Development Agreement"** means an agreement as contemplated in the *Municipal Government Act* sections 648(1)b and 655(1)b between the City and the Owner of the land being developed or subdivided as it relates to the construction of municipal improvements, and authorized in respect of payment of an Off-Site Levy; and
- f. **"Development Permit"** means a document that is issued under the City of Leduc Land Use Bylaw and authorizes a Development, as defined in the *Municipal Government Act*, as amended.
- g. **"Off-Site Levy"** means a levy for capital projects payable to the City upon development or subdivision of Developable Land.
- h. **"Reports"** mean the following:
 - i. The Offsite Levy Model prepared by Corvus Business Advisors and updated annually by the City;
 - ii. City of Leduc Off-site Levy Bylaw Update 2017, dated June 11, 2018;
 - iii. City of Leduc Transportation Master Plan (October 2018);
 - iv. City of Leduc Water Distribution System Review (2006);
 - v. City of Leduc Sanitary Sewer Master Plan (January 2014);
 - vi. City of Leduc Water Master Plan (December 2014);and
 - vii. City of Leduc Benefit Analysis (March 2015)

RULES FOR INTERPRETATION

- 4. The marginal notes and heading in this bylaw are for reference purposes only.

PART III: OFF-SITE LEVY

OBJECTS, PRINCIPLES AND CRITERIA

- 5. The objects, principles and criteria of the Off-Site Levy shall be in accordance with the following:
 - a. This bylaw creates an Off-Site Levy to provide funds for the construction of capital projects set out in Schedule "C" required for growth.

Bylaw No. 999-2018
OFF-SITE LEVY BYLAW

PAGE 3

- b. Development in new growth areas through the Off-Site Levies will provide the capital that will fund the infrastructure required for growth. Those who benefit from the infrastructure, which is defined by all Developable Lands in the development areas set out in Schedule "A", should share proportionally, on a per hectare basis, in related costs.
- c. Provision of off-site infrastructure projects by developers of Developable Land will not create an advantage or penalty due to the time or location of development.
- d. Off-site infrastructure projects will be provided to maintain sustainable, cost effective and orderly growth.
- e. The calculation of the Off-Site Levy should be an open and transparent process.
- f. All funds collected from the Off-Site Levy will be credited to a separate and distinct, identifiable Off-Site Levy account, which may be invested as per the City's Investment Policy until used for the construction of the specified off-site infrastructure. The management of the Off-Site Levy account should be an audited process, with reports available to the public and the industry.
- g. The Off-Site Levy will help allow the City to recover the cost of infrastructure required for growth:
 - i. Using financing strategies that remain sustainable;
 - ii. Facilitating development by reducing risk on early developers and ensuring future developers share the costs of the facilities from which they benefit; and
 - iii. Promoting cost effective and orderly development.
- h. The Off-Site Levy will help promote orderly development by:
 - i. Supporting City planning through growth strategies, master servicing plans and area structure plans
 - ii. Providing off-site infrastructure, once the appropriate planning is in place, and when warranted in development; and
 - iii. Providing infrastructure for contiguous development.
- i. The Off-Site Levy will help create a transparent process by:
 - i. Providing opportunity for industry input into the levy, its definition and administration;
 - ii. Conforming with the Municipal Government Act, R.S.A. 200, c. M-26, as amended or repealed and replaced from time to time; and
 - iii. Providing reports on the Off-Site Levy.
- j. The Off-Site Levy will help create a clear process for calculation of the rate, levies and credits by:

**Bylaw No. 999-2018
OFF-SITE LEVY BYLAW**

PAGE 4

- i. Creating consistent and predictable levies and credits;
- ii. Creating predictable and stable levies over time; and
- iii. Documenting a process for establishing the levy rate.

OFF-SITE LEVY ESTABLISHMENT

6. a. An Off-Site Levy must be paid for all Developable Land developed in accordance with a development permit or subdivided in the development areas set out in Schedule "A".
- b. For greater certainty levies are established to pay for the items identified in the Municipal Government Act sections 648(2)(a), 648(2)(b), 648(2)(c), 648(2)(c.1), and 648(2)(d)
- c. When one component of the Offsite Levy becomes due, all components are due. The Offsite Levy is a single indivisible levy. No component levy can be deferred or waived separately from the other components. No legally defined parcel of land will be assessed levies on only a portion of its area.

CALCULATION

7. The Off-Site Levy shall be calculated per hectare of Developable Land on the total rates established in Schedule "B" for each development area described in Schedule "A" at the time such land receives subdivision approval or on the date of approval of a development permit, at the sole and unfettered discretion of the City of Leduc

OBJECT

8. The Off-Site Levies are payable for the capital projects set out in Schedule "C" and pursuant to the calculation details contained in the Reports.

PART IV: DEVELOPMENT AGREEMENTS

DEVELOPMENT AGREEMENTS

9. (1) Development Agreements shall be executed by the applicant for the development or subdivision of land if the City Manager determines that a Development Agreement is required.
- (2) The City Manager shall determine if a Development Agreement is required in accordance with all relevant policies and guidelines adopted by Council.

CONTENT

10. All Development Agreements:
- a. shall require the payment of the Off-Site Levy calculated in accordance with Part III;

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OFF-SITE LEVY BYLAW

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- b. may defer the payment of any Off-Site Levy;
- c. shall ensure that an Off-Site Levy is only collected once in respect of land that is the subject of a development or a subdivision; and
- d. shall comply with all relevant policies and guidelines adopted by Council.

PART V: GENERAL

ACCOUNTING

11. All funds collected pursuant to this bylaw shall be accounted for in a special fund and expended only as permitted under the provisions of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

GENERAL

12. Nothing in this bylaw precludes the City from:
- a. imposing further or different levies, duly enacted by bylaw, on any portion of the Developable Land in respect of which the City has not collected levies;
 - b. deferring collection of the Off-Site Levy for the stated objects of this bylaw, on any portion of Developable Land in respect of which the City collected levies, including requiring security for payment of such deferred levies; or
 - c. reducing or forgiving payment of the levies required pursuant to this bylaw, or otherwise providing for credits or offsets for other projects or oversize infrastructure constructed by a developer in calculating and/or collecting the levies that become payable pursuant to this bylaw.

TRANSITION

13. Any Development Agreements approved under previous bylaws of the City shall continue as though the bylaw under which they were enacted was never repealed.

SEVERABILITY

14. If any portion of this bylaw is declared or held to be invalid for any reason the remaining provisions of the bylaw shall continue to be in full force and effect.

REPEALS

15. Bylaw 9263-2017, the *Off-Site Levy Bylaw*, is repealed.

**Bylaw No. 999-2018
OFF-SITE LEVY BYLAW**

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PART VI: ENACTMENT

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS ____ DAY OF _____, AD 2018.

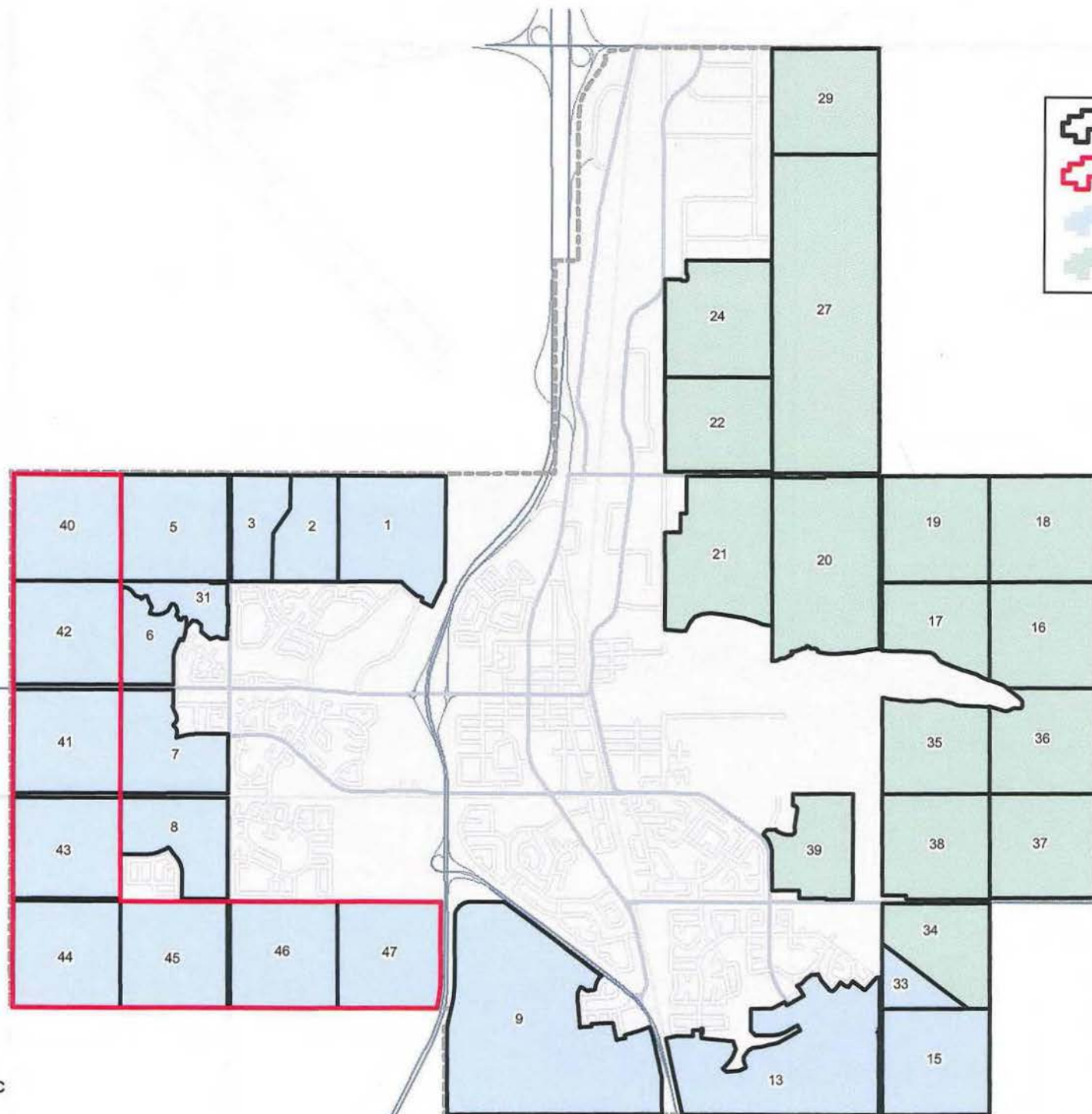
READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____, AD 2018.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS ____ DAY OF _____, AD 2018.

Bob Young
MAYOR

Sandra Davis
CITY CLERK

Date Signed



CITY OF LEDUC OFF SITE LEVY

PROPOSED DEVELOPMENT
AREAS

Schedule A

Bylaw No. 999-2018 **OFF-SITE LEVY BYLAW**

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Schedule B

** Off – Site Levy is charged on a per hectare basis

Area #	Transportation Levies	Water Levies	Sanitary Levies	Total
1.0	\$ 111,168.06	\$ 16,559.98	\$ -	\$ 127,728.05
2.0	\$ 111,168.06	\$ 16,559.98	\$ -	\$ 127,728.05
3.0	\$ 111,168.06	\$ 16,559.98	\$ 9,179.88	\$ 136,907.93
5.0	\$ 111,168.06	\$ 16,559.98	\$ 9,179.88	\$ 136,907.93
6.0	\$ 111,168.06	\$ 16,559.98	\$ -	\$ 127,728.05
7.0	\$ 111,168.06	\$ 16,559.98	\$ -	\$ 127,728.05
8.0	\$ 111,168.06	\$ 16,559.98	\$ -	\$ 127,728.05
9.0	\$ 111,168.06	\$ 16,559.98	\$ 16,021.77	\$ 143,749.82
13.0	\$ 111,168.06	\$ 16,559.98	\$ 9,747.18	\$ 137,475.22
15.0	\$ 111,168.06	\$ 16,559.98	\$ 9,747.18	\$ 137,475.22
16.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
17.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
18.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
19.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
20.0	\$ 65,503.88	\$ 16,559.98	\$ -	\$ 82,063.86
21.0	\$ 65,503.88	\$ 16,559.98	\$ -	\$ 82,063.86
22.0	\$ 65,503.88	\$ 16,559.98	\$ -	\$ 82,063.86
24.0	\$ 65,503.88	\$ 16,559.98	\$ -	\$ 82,063.86
27.0	\$ 65,503.88	\$ 16,559.98	\$ -	\$ 82,063.86
29.0	\$ 65,503.88	\$ 16,559.98	\$ -	\$ 82,063.86
31.0	\$ 111,168.06	\$ 16,559.98	\$ 9,179.88	\$ 136,907.93
33.0	\$ 111,168.06	\$ 16,559.98	\$ 28,172.53	\$ 155,900.57
34.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
35.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
36.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
37.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
38.0	\$ 65,503.88	\$ 16,559.98	\$ 28,172.53	\$ 110,236.39
39.0	\$ 65,503.88	\$ 16,559.98	\$ -	\$ 82,063.86
40.0	\$ 113,731.37	\$ 16,559.98	\$ 59,012.79	\$ 189,304.15
41.0	\$ 113,731.37	\$ 16,559.98	\$ 59,012.79	\$ 189,304.15
42.0	\$ 113,731.37	\$ 16,559.98	\$ 59,012.79	\$ 189,304.15
43.0	\$ 113,731.37	\$ 16,559.98	\$ 59,012.79	\$ 189,304.15
44.0	\$ 113,731.37	\$ 16,559.98	\$ 59,012.79	\$ 189,304.15
45.0	\$ 113,731.37	\$ 16,559.98	\$ 59,012.79	\$ 189,304.15
46.0	\$ 113,731.37	\$ 16,559.98	\$ 59,012.79	\$ 189,304.15
47.0	\$ 113,731.37	\$ 16,559.98	\$ 59,012.79	\$ 189,304.15

Bylaw No. 999-2018 OFF-SITE LEVY BYLAW

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Schedule C

** Infrastructure projects to which the off-site levy charges collected under this bylaw are to be applied

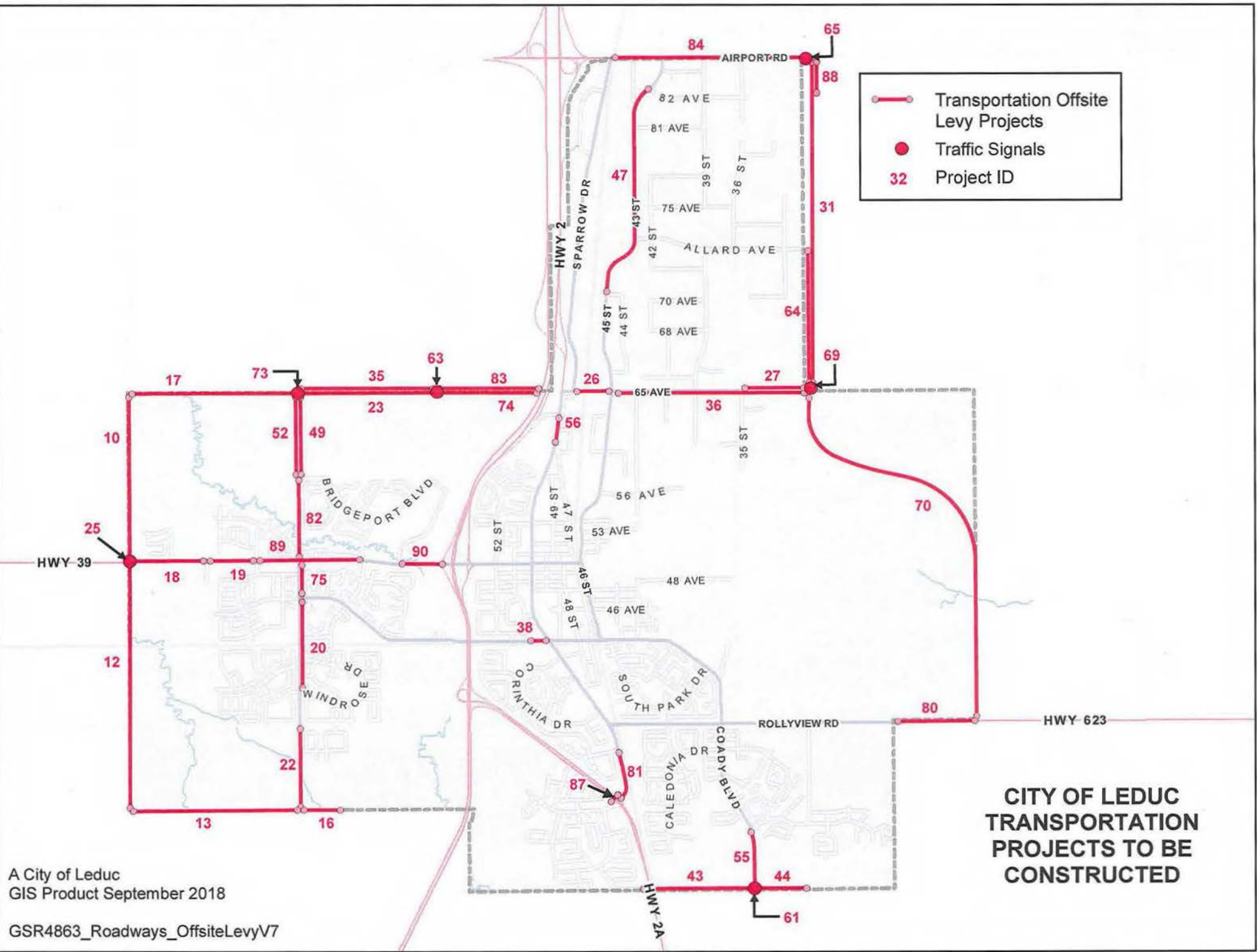
Transportation Infrastructure Projects – Schedule “C-1”

Reference	Project Name	Nature of Capital Work
8	Highway 2A - Realignment	Improve Road Network Capacity
9	Highway 2A - Traffic Signal	Intersection Capacity Improvements
10	74th Street (50th Ave to 65th Ave West)	Improve Road Network Capacity
12	74th Street (50th Avenue to SW Boundary)	Improve Road Network Capacity
13	Southwest Boundary Road (74th St to Grant MacEwan)	Improve Road Network Capacity
14	Traffic Signal - 50 Avenue / Grant MacEwan Boulevard	Intersection Capacity Improvements
16	Southwest Boundary Road (Grant MacEwan to Blackstone Entrance)	Improve Road Network Capacity
17	65th Avenue West (74th Street to Grant MacEwan) - 2L	Improve Road Network Capacity
18	50th Avenue (74th Street to Fire Hall)	Improve Road Network Capacity
19	50th Avenue (Deer Valley Drive to Fire Hall)	Improve Road Network Capacity
20	Grant MacEwan South (Black Gold Dr to Spruce) - 2L-4L	Improve Road Network Capacity
21	Rollyview Road/50 St Intersection - Traffic Signal	Intersection Capacity Improvements
22	Grant MacEwan South (38 Ave to SW Boundary) - 2L	Improve Road Network Capacity
23	65th Avenue West (Grant MacEwan to Discovery Way) - 2L	Improve Road Network Capacity
25	Traffic Signal - 74th Street and 50th Avenue	Intersection Capacity Improvements
26	65th Avenue East (East of CP Rail Corridor to 45th Street) -4L - 6L	Improve Road Network Capacity
27	65th Avenue East (35th Street to Spine Road) - 2L	Improve Road Network Capacity
28	Black Gold Drive (South Park Drive to Rollyview Road) Project	Improve Road Network Capacity
31	Spine Road (Airport Road to 65th Ave East) 2L to 4L	Improve Road Network Capacity
32	46 St (50 Ave to Black Gold Drive)	Improve Road Network Capacity
33	Highway 39 (Highway #2 East Ramp to Grant MacEwan)	Improve Road Network Capacity
35	65th Avenue West (Grant MacEwan to Discovery Way) - 2L - 4L	Improve Road Network Capacity
36	65th Avenue East (45th Street to Spine Road) - 2L to 4L	Improve Road Network Capacity
37	Traffic Signal - Black Gold Drive / 50 th Street	Intersection Capacity Improvements
38	Black Gold Drive (Grant MacEwan Blvd to 50 St)	Improve Road Network Capacity
39	Traffic Signal - 65 Avenue/ 50 Street	Intersection Capacity Improvements
40	43 Street from Airport Road to South of Airport Road	Improve Road Network Capacity
41	Traffic Signal - Airport Road / 43 Street	Intersection Capacity Improvements
42	Airport Road (Sparrow Drive to RR 250)	Improve Road Network Capacity
43	Southeast Boundary Road (Hwy 2A to Coady Blvd.)	Improve Road Network Capacity

Bylaw No. 999-2018 OFF-SITE LEVY BYLAW

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44	Southeast Boundary Road (Coady Blvd to CW Gaetz)	Improve Road Network Capacity
47	45th/43rd Street (175m North of 70th Ave to 82nd ave)	Improve Road Network Capacity
49	Grant MacEwan North (65th Ave West to Bridgeport Gate) 2L - 4L	Improve Road Network Capacity
50	Grant MacEwan Blvd (Ameena Dr. to 1/4 Section Line North)	Improve Road Network Capacity
51	Grant MacEwan Boulevard from 38 Ave to 50th Ave.	Improve Road Network Capacity
52	Grant MacEwan North (65th Ave West to Bridgeport Gate) 2L	Improve Road Network Capacity
54	Coady Boulevard- to McDowall Wynd	Improve Road Network Capacity
55	Coady Boulevard (Meadowview Blvd to SE Boundary Road)	Improve Road Network Capacity
56	50 Street (64 Ave to 61 Ave)	Improve Road Network Capacity
59	50 Ave from Alton to Interchange	Improve Road Network Capacity
61	Traffic Signal - Coady Blvd and SE Boundary Road	Intersection Capacity Improvements
63	Traffic Signal - 65th Avenue W and Discovery Way	Intersection Capacity Improvements
64	Spine Road (Allard Avenue to 65th Avenue East) - 2L	Improve Road Network Capacity
65	Traffic Signal - Spine Road and Airport Road	Intersection Capacity Improvements
69	Traffic Signal - 65 Ave/ Spine Road	Intersection Capacity Improvements
70	Spine Road - 65th Avenue East to Rollyview Road	Improve Road Network Capacity
71	Black Gold Dr/Grant Mac Ewan - Traffic Signal	Intersection Capacity Improvements
73	Traffic Signal - Grant MacEwan/ 65 Ave	Intersection Capacity Improvements
74	65th Avenue West (Discovery Way to QE II) - 2L	Improve Road Network Capacity
75	Grant MacEwan South (50th Ave to Black Gold Drive) 2L- 4L	Improve Road Network Capacity
76	Airport Road Improvements from Sparrow Drive to 42 Street	Improve Road Network Capacity
80	Rollyview Road (C.W Gaetz to 800m W of Spine Road)	Improve Road Network Capacity
81	50th Street (Bella Coola to Hwy 2A)	Improve Road Network Capacity
82	Grant MacEwan North (Bridgeport Gate to 50th Ave) 2L- 4L	Improve Road Network Capacity
83	65th Avenue West (Discovery Way to QE II) - 2L - 6L	Improve Road Network Capacity
84	Airport Road (Sparrow Drive to Spine Road)	Improve Road Network Capacity
87	50th Street (Storage+Taper)	Improve Road Network Capacity
88	Spine Road (Airport Road to 82 Ave) 4L - 6L	Improve Road Network Capacity
89	50th Avenue (Bridgeport Crossing to Deer Valley Dr./West Haven Blvd)	Improve Road Network Capacity
90	50th Avenue (From QE II West Ramp Terminal to Discovery Way)	Improve Road Network Capacity



**CITY OF LEDUC
TRANSPORTATION
PROJECTS TO BE
CONSTRUCTED**

**Bylaw No. 999-2018
OFF-SITE LEVY BYLAW**

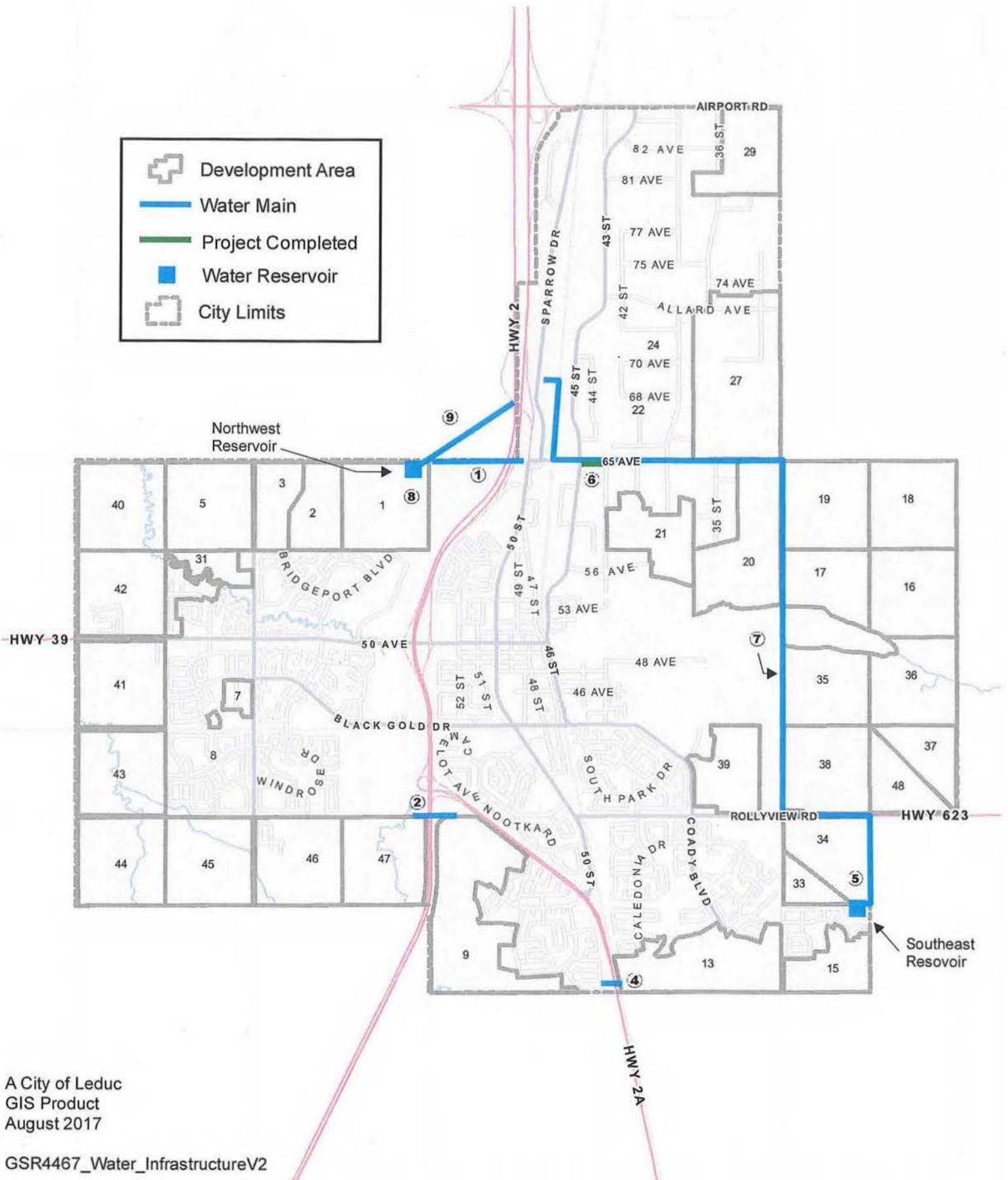
PAGE 10

Water Infrastructure Projects – Schedule “C-2”

1	Water Main - 65 Ave (Hwy 2 to West Bridgeport)	Improve Network Distribution
2	Water Main - Twp. 494 (Southfork to Windrose)	Improve Network Distribution
4	Water Main HWY 2A Crossing (South Fork to Tribute)	Improve Network Distribution
5	Robinson Water Reservoir	Improve Network Distribution
6	Water Main – 65 Avenue	Improve Network Distribution
7	Robinson Transmission Main - Oversizing	Improve Network Distribution
8	NW Water Reservoir	Improve Network Distribution
9	NW Water Transmission Main	Improve Network Distribution

Water Infrastructure Projects

Schedule "C-2"



**Bylaw No. 999-2018
OFF-SITE LEVY BYLAW**

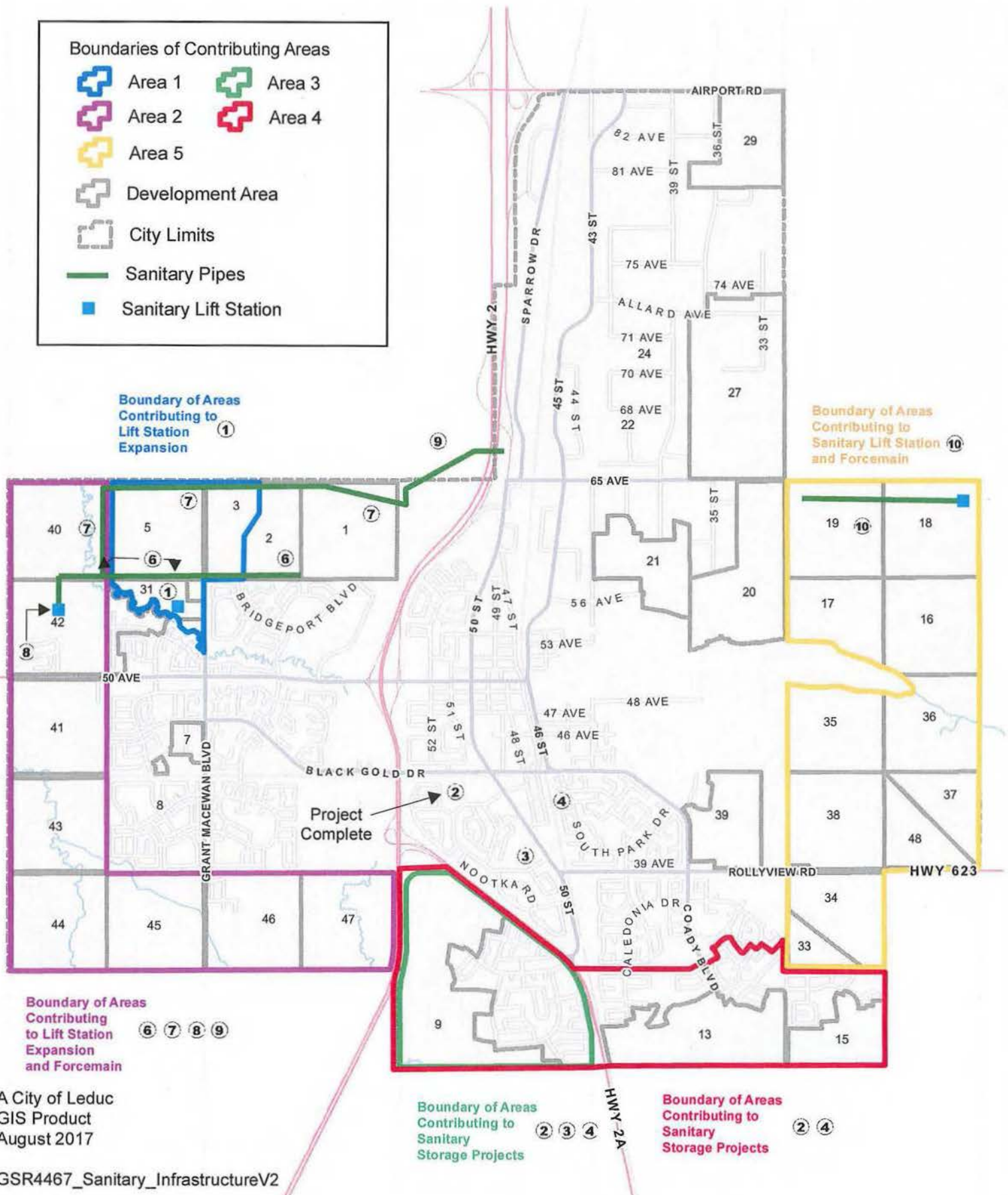
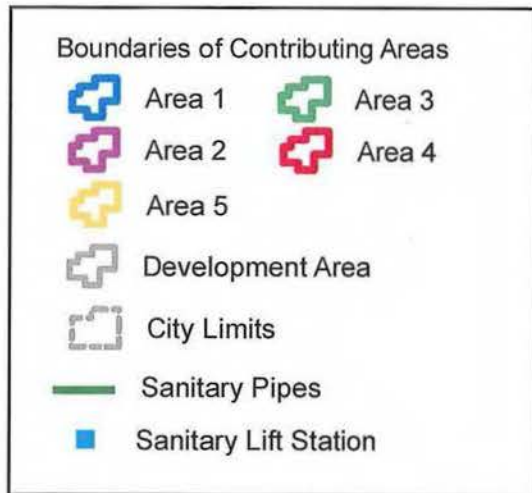
PAGE 11

Sanitary Infrastructure Projects – Schedule “C-3”

1	West Sanitary Lift Station Upgrade	Improve System Capacity
2	Corinthia Park North End Sewer Storage	Improve System Capacity
3	Corinthia Park South End Sewer Storage	Improve System Capacity
4	South Park Sewer Storage	Improve System Capacity
5	Westside Lift Station and Stage 1 Force Main	Improve System Capacity
7	Stage 2 Westside Force Main	Improve System Capacity
8	Westside Lift Station Upgrades	Improve System Capacity
9	Trunk Upgrades	Improve System Capacity
10	Eastside Sanitary Lift Station and Force Main	Improve System Capacity

Sanitray Infrastructure Projects

Schedule "C-3"



COUNCIL REQUEST FOR DECISION

MEETING DATE: November 19, 2018

SUBMITTED BY: Ken Woitt – Director, Planning & Development

PREPARED BY: April Renneberg – Current Planner II
Karen Mercer – Development Officer

REPORT TITLE: Bylaw No. 1001-2018 – Redistricting North Commercial (61 Avenue/46A Street) (1st Reading)

REPORT SUMMARY

In order to better fit existing and future land uses in the area, Bylaw 1001-2018 will amend Bylaw 809-2013, Section 27.0 – Land Use Map, by redistricting the following lands from GC – General Commercial to IBL – Business Light Industrial:

Plan 9220392

Block 2

Lot 15

Plan 4692TR

Block 2

Lot 7

Plan 3766TR

Block 2

Lots 2, 5 and 6

Plan 7622090

Block 2

Lots 3A and 3B

Plan 1120825

Block 2

Lot 4B

RECOMMENDATION

That Council give Bylaw 1001-2018 first reading.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The City received a request to review its Land Use Bylaw zoning for a property in the area of 61 Avenue, in the north commercial area of the city. A land use study was undertaken by administration for the area outlined in Attachment 3 to this report, which included a review of the historical zoning in the area, as well as an analysis of the existing land uses, business operations, building typologies and land use districts within the study area. As a result of this study, Planning administration is proposing to redistrict the lands identified in this report from GC - General Commercial to IBL – Business

Light Industrial. The lands affected by this redistricting are shown in more detail within Attachments 4 and 5 and include eight legal parcels (as noted above) with the following municipal addresses:

6101 – 46A Street
6105 – 46A Street
6109 – 46A Street
6117 – 46A Street
6125 – 46A Street
4601 – 61 Avenue
4603 – 61 Avenue
4605 – 61 Avenue
4607 – 61 Avenue
4609 – 61 Avenue
4611 – 61 Avenue
4613 – 61 Avenue
4615 – 61 Avenue
4617 – 61 Avenue
4619 – 61 Avenue
4621 – 61 Avenue
6055 – 47 Street

The districting of the lands located within the study area has seen several changes over time. In 1968 these lands were zoned strictly for industrial land uses. Through the years, new Land Use Bylaws were adopted by Council, and new district titles assigned through that transition process. After analysis, it was found that the majority of the parcels within the study area are zoned appropriately as GC. That being said, upon examination of the existing commercial and light industrial land uses in the area of 46A Street and 61 Avenue, it was determined that some of the uses are neither permitted nor discretionary in accordance with the GC district. Although the uses in the area are still relatively industrial in nature, the zoning itself has shifted to a clearly commercial district, thus making those uses non-conforming under the Municipal Government Act.

Currently, of the eight parcels proposed to be redistricted, five of these parcels are operating as non-conforming uses. In order to correct these non-conforming uses and to better fit the general use of the land as it sits today, administration is proposing to redistrict the lands noted in this report to IBL – Business Light Industrial. It is also of note that the use in one bay, identified as 4601 61st Avenue, will become non-conforming as a result of this redistricting. Administration will be addressing this one non-conforming use in a future bylaw amendment to the IBL land use district. The remaining three parcels are operating with uses that will see no impact to current uses on the lands, but may experience potential benefits of this districting in the future. An analysis of these use changes is included with this report as Attachment 6. The IBL land use district is intended to provide for a selection of light industrial and commercial uses that are readily evacuated, do not encourage large gatherings of people and do not adversely affect adjacent land uses by allowing uses where there are significant, external, objectionable or dangerous conditions outside of any building on the site. This district is intended to serve as a buffer to more impactful industrial uses, and if the lands proposed are redistricted by Council, they would provide a buffer between the commercial areas to the north and west and the light industrial areas to the south and east.

Landowners of the proposed redistricting were sent a notice on August 14, 2018 inviting their input on the proposal. Administration was contacted by one owner questioning if there would be a tax implication in relation to the proposed rezoning. It was confirmed with both the Assessment and Finance departments that there will be no change to the

assessed value or the taxes required by property owners in this area as a result of rezoning from commercial to industrial. No other comments were received.

LEGISLATION AND/OR POLICY:

1. Municipal Government Act, RSA 2000, Chapter M-26, as amended
 - S. 640(2)(a) requires a municipality be divided into land use districts.
 - S. 606 and S. 692 govern the requirements for advertising a bylaw. More specifically, S. 692(4) outlines those additional advertising requirements for a bylaw changing the land use district designation of a parcel of land.
2. Land Use Bylaw 809-2013, as amended
3. Edmonton International Airport Vicinity Protection Area Regulation 55/2006 as amended 185/2017
4. Edmonton Metropolitan Region Growth Plan - In accordance with Schedule 3B of the EMRGP this area is identified as a Local Employment Area, which is defined within the EMRGP as a Localized area with industrial, commercial and/or institutional land uses that have locally significant business and economic activities and generate a small concentration of employment for the local area.

PAST COUNCIL CONSIDERATION:

Bylaw 1001-2018 is before Council for the first time.

CITY OF LEDUC PLANS:

Bylaw 1001-2018 is consistent with the City of Leduc Municipal Development Plan and City of Leduc/Leduc County Intermunicipal Development Plan, as amended.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

There are no organizational implications.

POLICY:

There are no policy implications.

IMPLEMENTATION / COMMUNICATIONS:

The public hearing is scheduled for December 3, 2018. The hearing will be advertised in the November 16 and 23, 2018 issues of 'The Representative' and notices will be mailed to affected property owners as well as property owners within 61.0 m of the subject area.

ALTERNATIVES:

1. That Council defeat Bylaw 1001-2018.

ATTACHMENTS:

1. Bylaw 1001-2018
2. Key Plan
3. Land Use Study Area
4. Redistricting Plan
5. Detailed Aerial of Proposed Redistricting
6. Analysis of Land Uses By District (GC vs. IBL)
7. EMRGP Schedule 3 Map

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / M. Pieters, General Manager, Infrastructure & Planning

Bylaw No. 1001-2018

Page 1

AMENDMENT # 86 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (the "Act") grants a municipality the authority to pass a Land Use Bylaw;

AND: in accordance with the Act, the City of Leduc passed Land Use Bylaw No. 809-2013 to regulate and control the use and development of land and buildings in the City of Leduc, and the Council has deemed it expedient and necessary to amend Bylaw No. 809-2013;

AND: notice of intention to pass this bylaw has been given and a public hearing has been held in accordance with the Act;

THEREFORE: the Council of the City of Leduc in the Province of Alberta duly assembled hereby enacts as follows:

PART I: APPLICATION

1. **THAT:** Bylaw No. 809-2013, the Land Use Bylaw, is amended by this Bylaw.
2. **THAT:** the Land Use Map, attached to and being part of the Land Use Bylaw of the City of Leduc, be amended by reclassifying:

9220392, Block 2, Lot 15
4692TR, Block 2, Lot 7
3766TR, Block 2, Lots 2, 5 and 6
7622090, Block 2, Lots 3A and 3B
1120825, Block 2, Lot 4B

From: GC – General Commercial

To: IBL – Business Light Industrial

as shown in Schedule A, attached hereto and forming part of this bylaw.

PART II: ENACTMENT

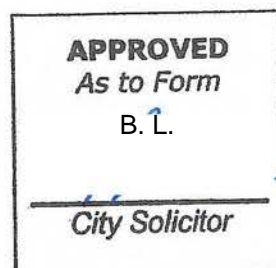
This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS ____ DAY OF ____, AD 2018.

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF ____, AD 2018.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS ____ DAY OF ____, AD 2018.

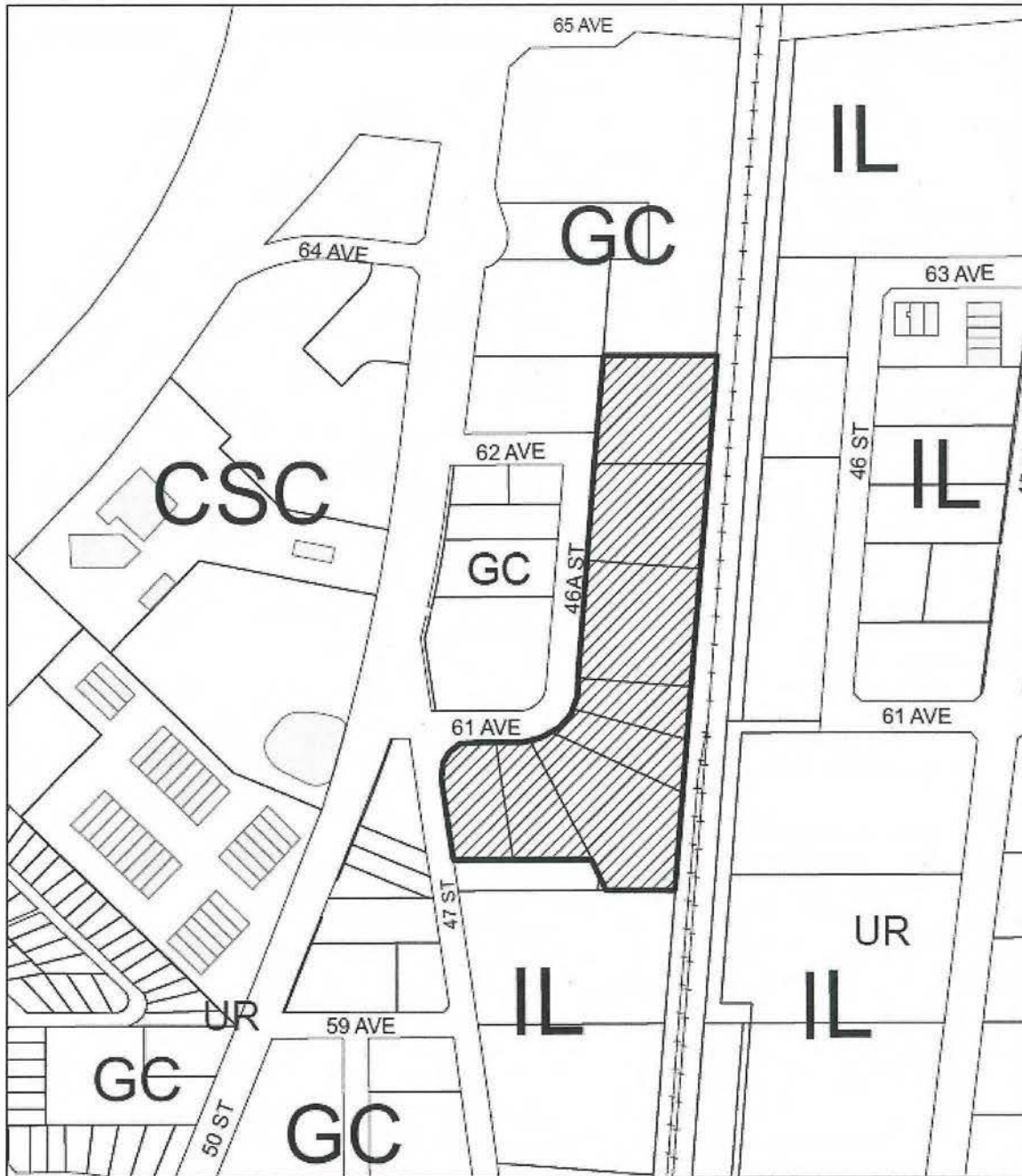
Date Signed



Robert Young
MAYOR

Sandra Davis
CITY CLERK

SCHEDULE A



FROM: GC - GENERAL COMMERCIAL
TO: IBL - BUSINESS LIGHT INDUSTRIAL

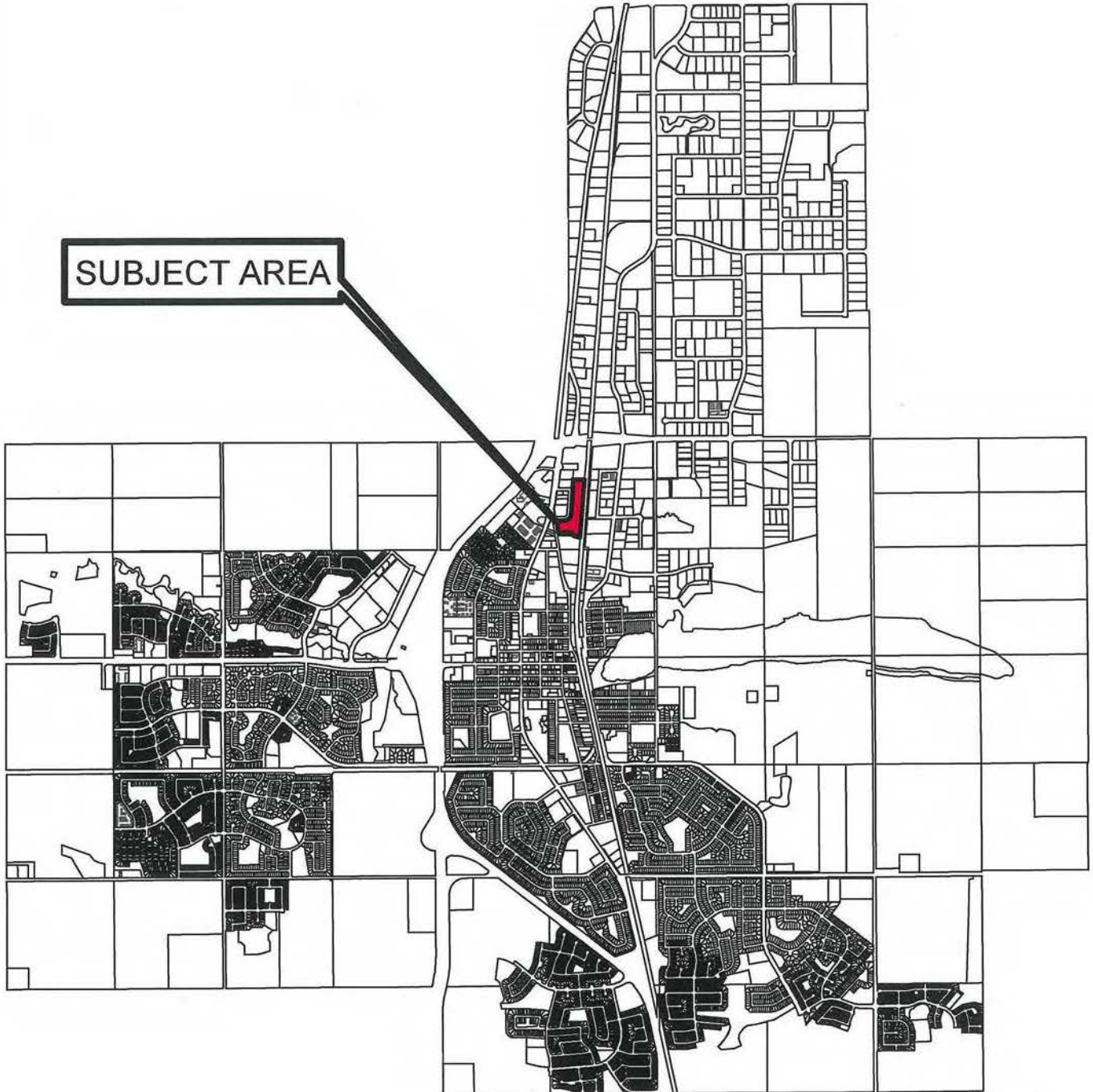


KEY PLAN

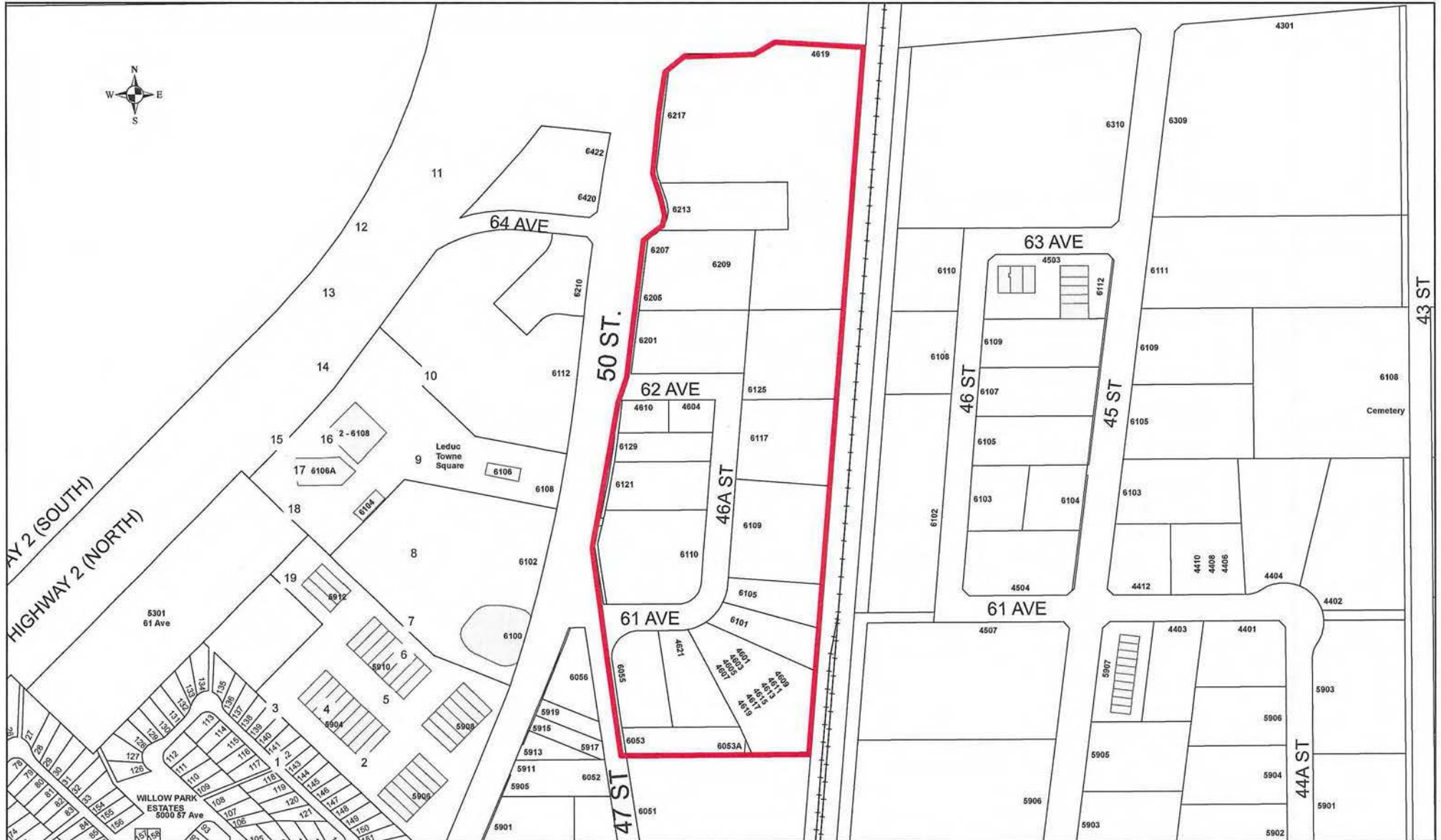
ATTACHMENT 2



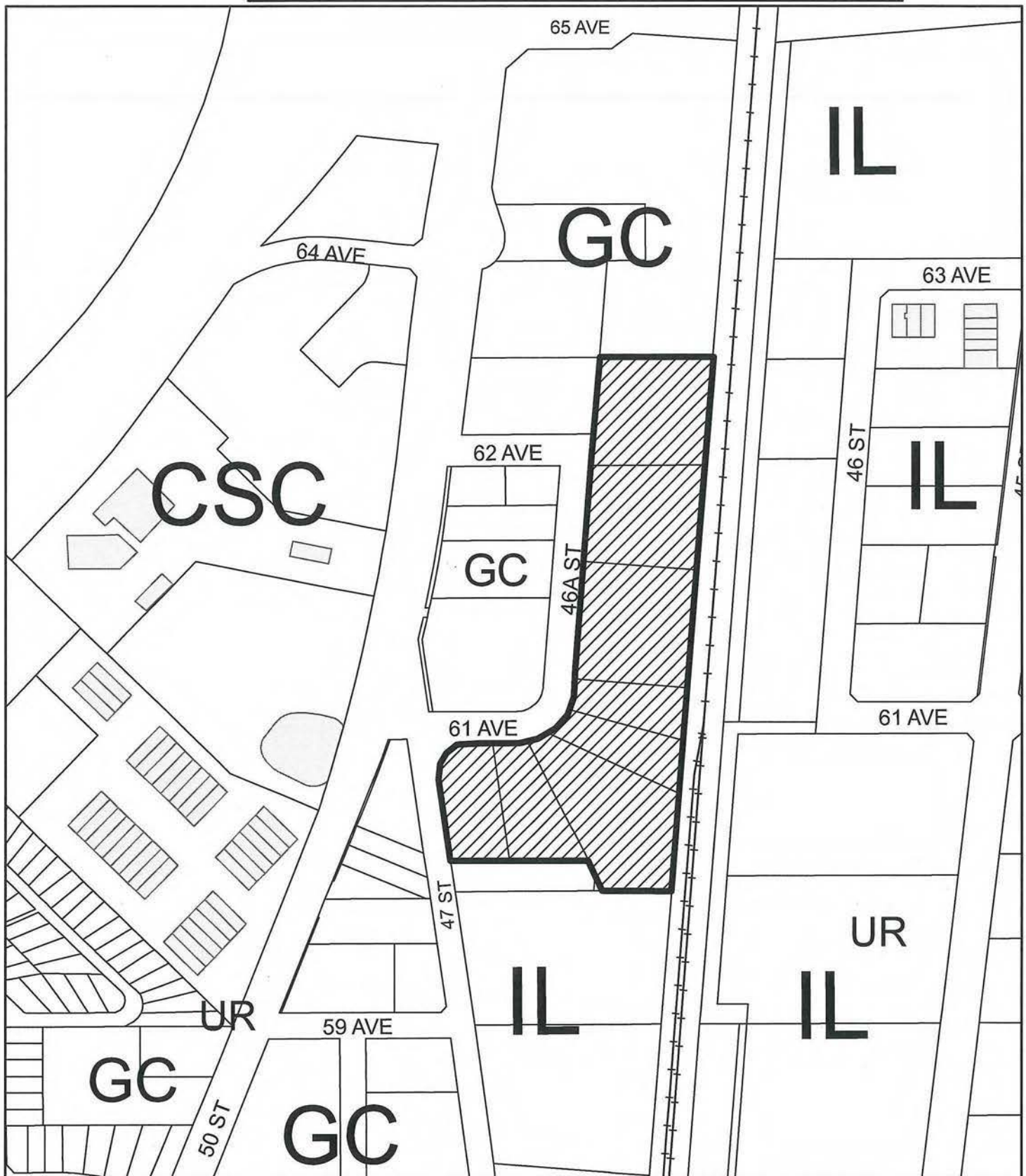
SUBJECT AREA



LAND USE STUDY AREA ATTACHMENT 3



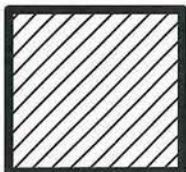
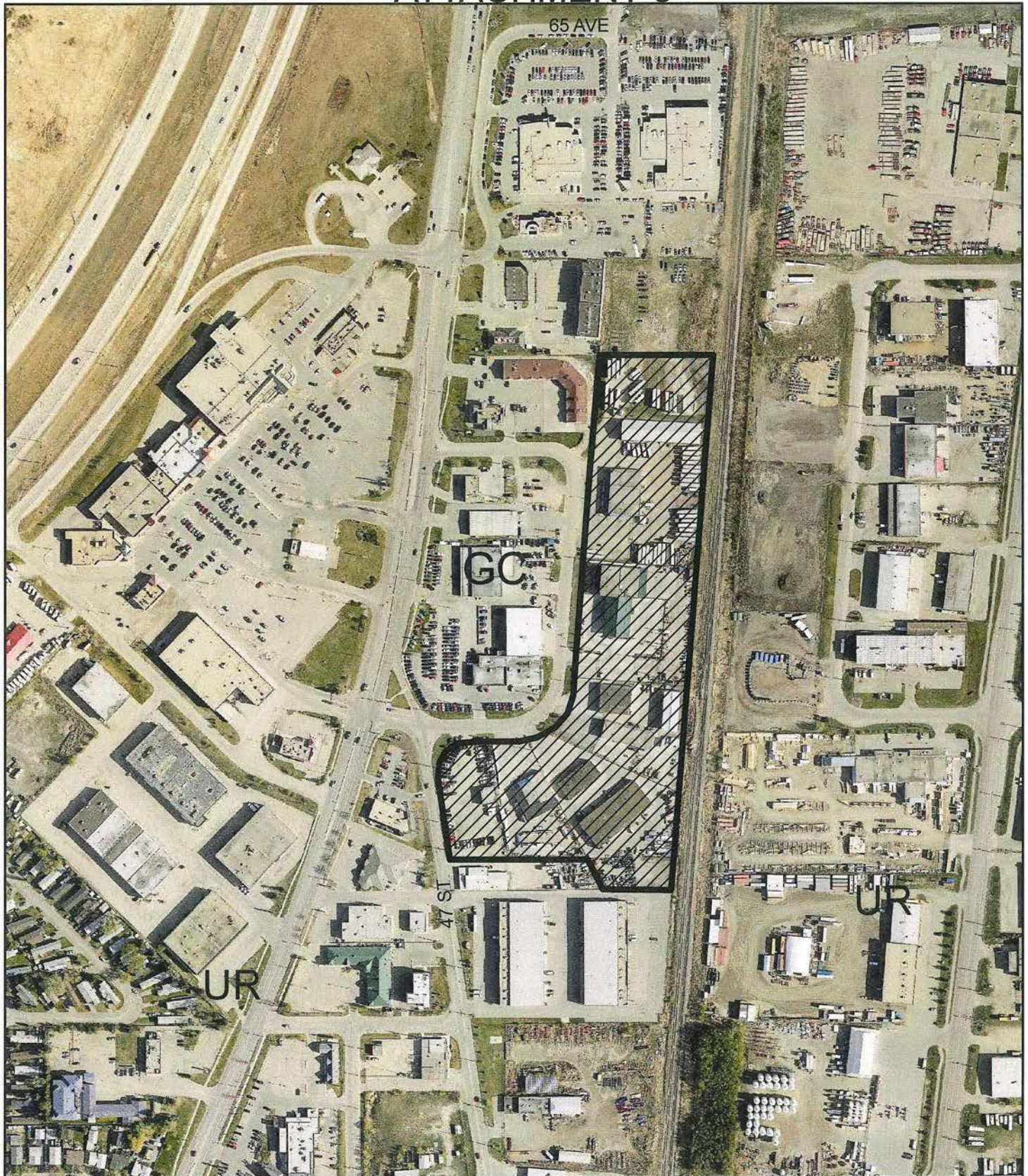
REDISTRICTING PLAN ATTACHMENT 4



FROM: GC - GENERAL COMMERCIAL
TO: IBL - BUSINESS LIGHT INDUSTRIAL



DETAILED AERIAL OF PROPOSED REDISTRICTING ATTACHMENT 5



FROM: GC - GENERAL COMMERCIAL
TO: IBL - BUSINESS LIGHT INDUSTRIAL

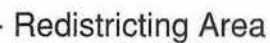


LAND USE ANALYSIS BY DISTRICT (GC VS. IBL)

ATTACHMENT 6

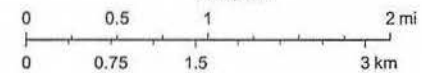
Lands to Be Redistricted (Civic Addresses)	Existing Land Use Use Type	Use Status Under GC Land Use District (Current)	Use Status Under IBL Land Use District (Proposed)	Impact of Redistricting from GC to IBL
6055 47th Street	Parking Facility	Permitted	Permitted	No Change
4621 61st Avenue	Retail Lumber Sales	Permitted (Retail Sales)	Permitted as GI-Light	No Significant Change
4601 - 4619 61st Avenue 61st Avenue (10 Units)				
Building 1 (4 Units)				
4601 61st Avenue	Pet care services/Retail (For Paws)	Permitted	Non Conforming	Creates a Non Conforming Use. This is to be addressed in a future bylaw amendment to the IBL Land Use District.
4603 61st Avenue	General Industrial (light) (Macadoo Flow Systems)	Non Conforming	Permitted	Creates Conforming Use that will be Permitted
4605 61st Avenue	Contractor Service (Firewatch)	Permitted	Permitted	No change
4607 61st Avenue	Contractor Service (Leduc Chimney Sweep)	Permitted	Permitted	No change
Building 2 (6 Units)				
4609 61st Avenue	VACANT at the time of study			
4611 61st Avenue	Vehicle Repair Facility (Limited) (Hitchworks)	Discretionary	Permitted	No significant Change
4613 61st Avenue	General Industrial (light) (Happy Nappy)	Non Conforming	Permitted	Creates a conforming use that will be a Permitted Use
4615 61st Avenue	Contractor Service (Firewatch)	Permitted	Permitted	No Change
4617 61st Avenue	Contractor Service (Firewatch)	Permitted	Permitted	No Change
4619 61st Avenue	Vehicle Repair (Limited) (Avalon Automotive)	Discretionary	Permitted	No significant Change
6101 46A Street	General Industrial (light) (Custom Pipe Services)	Non Conforming	Permitted	Creates Conforming Use that will be a Permitted Use
6105 46A Street	Contractor Service (Leduc Plumbing & Heating)	Permitted	Permitted	No Change
6109 46A Street	Equipment Rental (The Rental House)	Non Conforming	Permitted	Creates Conforming Use that will be Permitted
6117 46A Street	Storage/Trucking (Leduc Bottle Depot/Leduc Moving & Storage)	Non Conforming	Permitted	Creates Conforming Uses that will be Permitted Uses
6125 46A Street	Commercial Storage/Gen Ind Light(Leduc Moving & Storage)	Non Conforming	Permitted	Creates Conforming Uses that will be Permitted Uses

ATTACHMENT 7



October 19, 2018

1:72,224



University of Alberta, City of Leduc, Bureau of Land Management,
Province of Alberta, Esri Canada, Esri, HERE, Garmin, INCREMENT
P, USGS, METI/NASA, NGA, EPA, USDA, AAFC, NRCan

COUNCIL REQUEST FOR DECISION

MEETING DATE: November 19, 2018

SUBMITTED BY: Ken Woitt – Director, Planning & Development

PREPARED BY: April Renneberg – Current Planner II

REPORT TITLE: Bylaw No. 1002-2018 – Redistricting Part Lot A1, Block 2, Plan 554TR (Assisted Living Facility-Limited) (1st Reading)

REPORT SUMMARY

Bylaw 1002-2018 will amend Bylaw 809-2013, Section 27.0 – Land Use Map, by redistricting part of Lot A1, Block 2, Plan 554TR, being 4222 – 50 Street, from MUR – Mixed-Use Residential to MUC – Mixed-Use Comprehensive to facilitate the development of an Assisted Living Facility (Limited).

RECOMMENDATION

That Council give Bylaw 1002-2018 first reading.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The MUC land use district provides for a range of higher density housing forms with close access to neighbourhood commercial uses, recreational opportunities and professional uses oriented towards local neighbourhood markets. The proposed use associated with this MUC application is an Assisted Living Facility (Limited), providing accommodation with moderate care provisions for residents in a congregate setting. A full list of uses allowed under the MUC land use district is included as Attachment 5 to this report.

The City recently received an application to redistrict a portion of the lands across 50 Street from the Leduc Community Health Centre and Hospital to the MUC land use district. The proponent is planning to develop the lands as an Assisted Living Facility (Limited), meaning moderate care is provided to residents, without on-site professional services. Subdivision of the lands, creating a separate parcel for this development, has been conditionally approved by the City of Leduc Subdivision Authority. The townhouses within Camwood Estates that are located on the southwest corner of Lot A1, Block 2, Plan 554TR will remain unaffected by this application. The higher-density zoning on the undeveloped portion of the lands allows for greater intensification opportunities within the core area of the City, which is in keeping with the policies of the City's Municipal Development Plan as well as larger regional objectives.

Currently the MUC district imposes a site area maximum of 3300 m² (0.33 ha). The proposed subdivision application for the Assisted Living Facility (Limited) site creates a parcel 1.35 ha (13,500 m²) in size, which does not meet the current subdivision regulations within the Land Use Bylaw. Administration is proposing to amend this regulation, thus allowing for this and future developments on larger sites. This amendment is being brought forward to Council at this meeting as Bylaw 1009-2018. Bylaw 1002-2018 cannot be approved unless Council first approves Bylaw 1009-2018, amending the MUC regulations.

LEGISLATION AND/OR POLICY:

1. Municipal Government Act, RSA 2000, Chapter M-26, as amended
 - S. 640(2)(a) requires a municipality be divided into land use districts.
 - S. 606 and S. 692 govern the requirements for advertising a public hearing for a bylaw. More specifically, S. 692(4) outlines those additional advertising requirements for a bylaw changing the land use district designation of a parcel of land.
2. Land Use Bylaw 809-2013, as amended

PAST COUNCIL CONSIDERATION:

Bylaw 1002-2018 is before Council for the first time.

CITY OF LEDUC PLANS:

Bylaw 1002-2018 is consistent with the City of Leduc Municipal Development Plan, as amended.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

There are no organizational implications.

POLICY:

There are no policy implications.

IMPLEMENTATION / COMMUNICATIONS:

The public hearing is scheduled for December 3, 2018. The hearing will be advertised in the November 16 and 23, 2018 issues of 'The Representative' and notices will be mailed to property owners within 61.0 m of the subject area.

ALTERNATIVES:

1. That Council defeat Bylaw 1002-2018.

ATTACHMENTS:

1. Bylaw 1002-2018
2. Key Plan
3. Redistricting Plan
4. Subdivision Plan with Aerial Photo
5. MUC Land Use Table

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / M. Pieters, General Manager, Infrastructure & Planning

AMENDMENT #87 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (the "Act") grants a municipality the authority to pass a Land Use Bylaw;

AND: in accordance with the Act, the City of Leduc passed Land Use Bylaw No. 809-2013 to regulate and control the use and development of land and buildings in the City of Leduc, and the Council has deemed it expedient and necessary to amend Bylaw No. 809-2013;

AND: notice of intention to pass this bylaw has been given and a public hearing has been held in accordance with the Act;

THEREFORE: the Council of the City of Leduc in the Province of Alberta duly assembled hereby enacts as follows:

PART I: APPLICATION

1. **THAT:** Bylaw No. 809-2013, the Land Use Bylaw, is amended by this Bylaw.
2. **THAT:** the Land Use Map, attached to and being part of the Land Use Bylaw of the City of Leduc, be amended by reclassifying:

Part of Lot A1, Block 2, Plan 554TR
(consisting of 1.35 ha more or less)

From: MUR – Mixed-Use Residential
To: MUC – Mixed-Use Comprehensive

as shown in Schedule A, attached hereto and forming part of this bylaw.

PART II: ENACTMENT

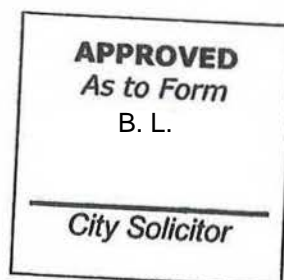
This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS _____ DAY OF _____, AD 2018.

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 2018.

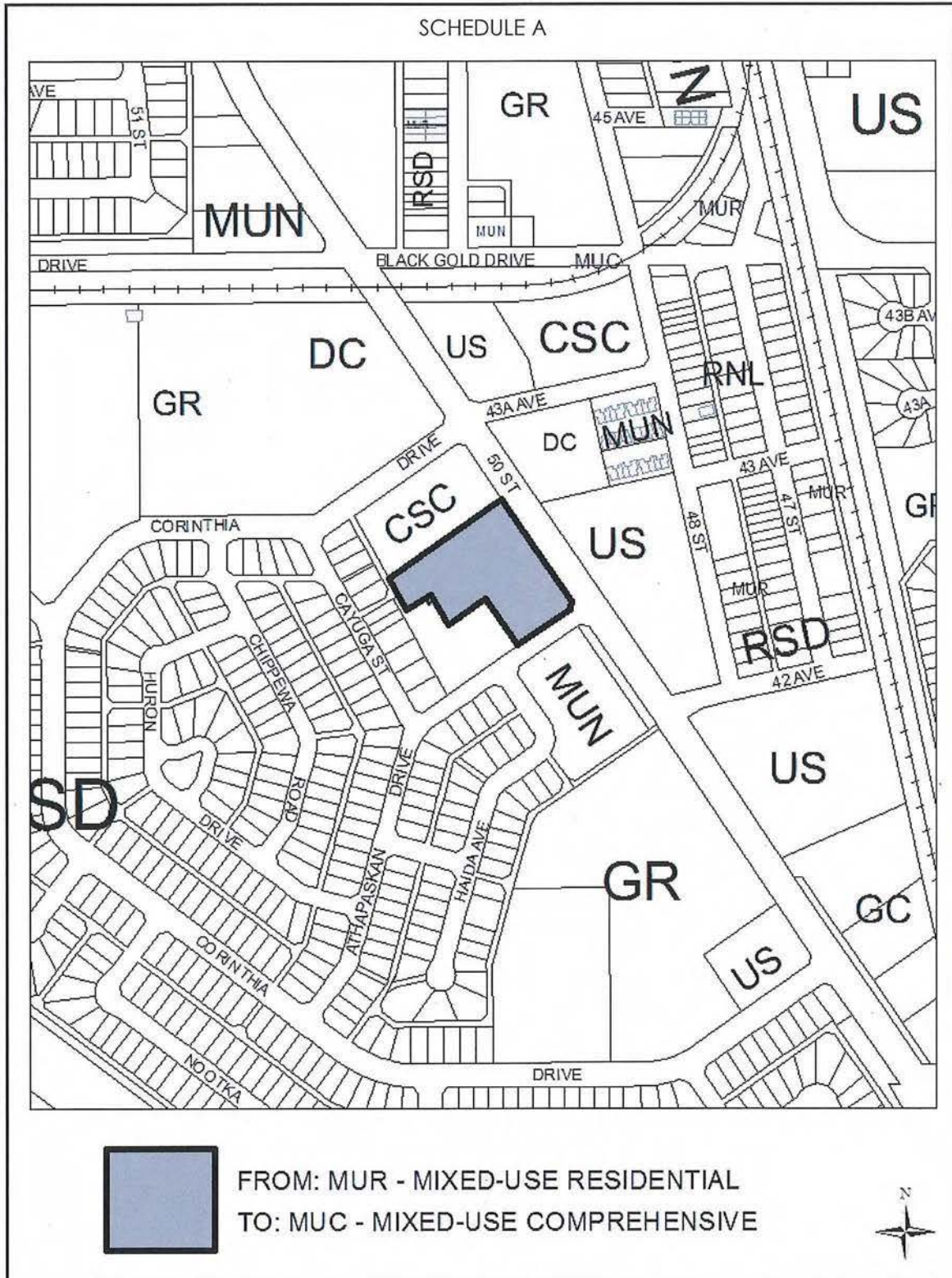
READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS _____ DAY OF _____, AD 2018.

Date Signed



Robert Young
MAYOR

Sandra Davis
CITY CLERK



KEY PLAN

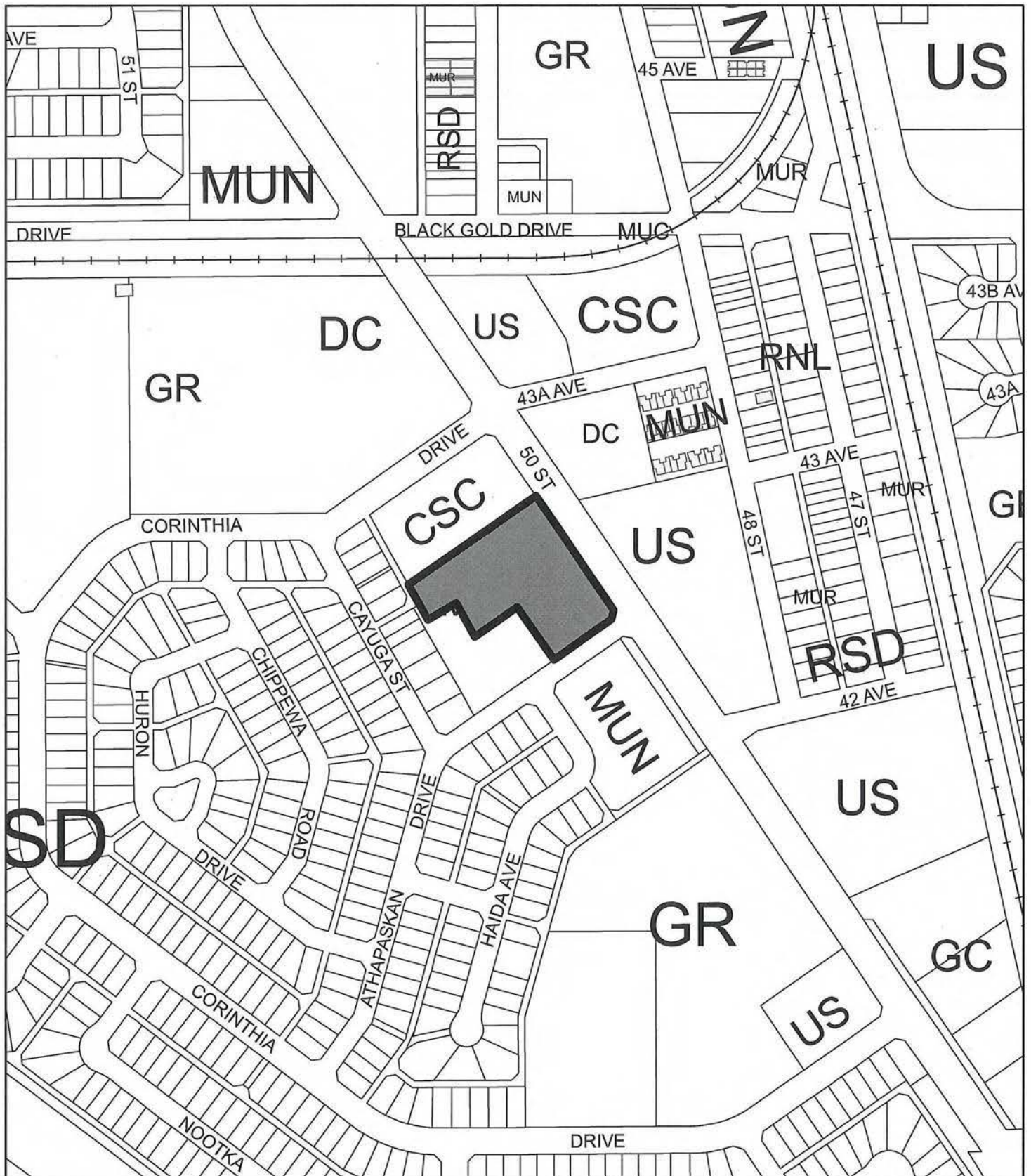
ATTACHMENT 2



SUBJECT AREA

REDISTRICTING PLAN

ATTACHMENT 3



FROM: MUR - MIXED-USE RESIDENTIAL
TO: MUC - MIXED-USE COMPREHENSIVE





PROPOSED REDISTRICTING (BYLAW 1002-2018)



Table 1: Permitted and Discretionary Land Use Classes MUC – Mixed Use Comprehensive

Permitted Uses	Discretionary Uses
Accessory Developments	Assisted Living Facility
Assisted Living Facility (Limited)	Boarding Facility
Banner Sign (With a Multi-Unit Residential Development or commercial use only)	Business Support Service
Dwelling, Apartment (1-4 Storeys)	Commercial School
Dwelling, Apartment (4 or more Storeys)	Community Service Facility
Eating and Drinking Establishment (Limited)	Day Care Facility
Fascia Sign (With a commercial use only)	Drive Through Service
Freestanding Sign (With a commercial use only)	Dwelling, Fourplex
Government Service	Dwelling, Townhouse
Group Home	Dwelling, Triplex
Health Service	Eating and Drinking Establishment
Identification Sign	Entertainment Facility, Indoor
Park	Entertainment Facility, Outdoor
Parking Facility	Farmers/Flea Market
Personal Service	Home Occupation
Professional, Financial and Office Service	Hotel
Projecting Sign (With a commercial use only)	Place of Worship
Radio Communication Facility	Private Club
Radio Communication Facility (Limited)	Retail Store (General)
Residential Sales Centre	Retail Store (Liquor)
Retail Store (Neighbourhood)	Retail Store (Secondhand Shop)
Temporary Portable Sign (With a commercial use only)	Seasonal Garden Centre
Utility	Service Station (Limited)
	Swimming Pool
	Temporary Shelter Services
	Veterinary Clinic
	Uses similar to the permitted and discretionary uses listed above

COUNCIL REQUEST FOR DECISION

MEETING DATE: November 19, 2018

SUBMITTED BY: Ken Woitt – Director, Planning & Development

PREPARED BY: April Renneberg – Current Planner II

REPORT TITLE: Bylaw No. 1003-2018 – Redistricting South Park Zero Lot Line Homes (1st Reading)

REPORT SUMMARY

Bylaw 1003-2018 will amend Bylaw 809-2013, Section 27.0 – Land Use Map, by redistricting the following ten properties from RSD – Residential Standard District to RNL – Residential Narrow Lot to better accommodate the existing zero lot line residential development on the lands:

Plan 7921710
Block 13
Lots 81, 81A, 82, and 82A

Block 15
Lots 62, 62A, 63, 63A, 64, and 64A

RECOMMENDATION

That Council give Bylaw 1003-2018 first reading.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

Planning administration is proposing to redistrict the following properties from RSD – Residential Standard District to RNL – Residential Narrow Lot:

4104 – 43B Avenue
4106 – 43B Avenue
4108 – 43B Avenue
4110 – 43B Avenue
4112 – 43B Avenue
4114 – 43B Avenue
4318 – 41B Street
4122 – 43B Avenue
4124 – 43B Avenue
4126 – 43B Avenue

These lands were subdivided for development in 1979. With the adoption of the City's new Land Use Bylaw in 2013, there was a change to the land use districts. Through the transfer of the old districts to the new, these ten properties were placed in a district that did not allow for their existing zero lot line development. The City recently received a request for compliance on a property in the area. Through review of that request, it was noted that the zero lot line construction on these lots does not

meet the regulations of the current RSD land use district, making the development non-conforming under the Municipal Government Act. The City is proposing to redistrict the lands to the RNL land use district, the only residential district which allows for zero lot line development. The proposed redistricting will not materially affect the lands – it will, however, correct their non-conforming status, thus giving owners the ability to expand upon the residential structures on the properties.

Zero lot line parcels are those where the single detached dwelling is located directly on the side property boundary on one side of the lot. These types of buildings have specific development requirements. The City of Leduc requires a 1.5 m easement registered on the adjacent property to allow for encroachment of eaves, drainage and general access for maintenance purposes. This easement is registered along with the subdivision of the lands. In order to encourage fire safety, the Alberta Building Code requires that side of the building to have fire-rated drywall as well as restriction on wall penetrations such as windows; doors; dryer, furnace, water heater and fireplace vents; and fresh air intakes.

LEGISLATION AND/OR POLICY:

1. Municipal Government Act, RSA 2000, Chapter M-26, as amended
 - S. 640(2)(a) requires a municipality be divided into land use districts.
 - S. 606 and S. 692 govern the requirements for advertising a public hearing for a bylaw. More specifically, S. 692(4) outlines those additional advertising requirements for a bylaw changing the land use district designation of a parcel of land.
2. Land Use Bylaw 809-2013, as amended

PAST COUNCIL CONSIDERATION:

Bylaw 1003-2018 is before Council for the first time.

CITY OF LEDUC PLANS:

Bylaw 1003-2018 is consistent with the City of Leduc Municipal Development Plan, as amended.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

There are no organizational implications.

POLICY:

There are no policy implications.

IMPLEMENTATION / COMMUNICATIONS:

The public hearing is scheduled for December 3, 2018. The hearing will be advertised in the November 16 and 23, 2018 issues of 'The Representative' and notices will be mailed to affected property owners as well as property owners within 61.0 m of the subject area.

ALTERNATIVES:

1. That Council defeat Bylaw 1003-2018.

ATTACHMENTS:

1. Bylaw 1003-2018
2. Key Plan
3. Redistricting Plan
4. Redistricting Area (Detail)

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / M. Pieters, General Manager, Infrastructure & Planning

Bylaw No. 1003-2018

Page 1

AMENDMENT #88 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (the "Act") grants a municipality the authority to pass a Land Use Bylaw;

AND: in accordance with the Act, the City of Leduc passed Land Use Bylaw No. 809-2013 to regulate and control the use and development of land and buildings in the City of Leduc, and the Council has deemed it expedient and necessary to amend Bylaw No. 809-2013;

AND: notice of intention to pass this bylaw has been given and a public hearing has been held in accordance with the Act;

THEREFORE: the Council of the City of Leduc in the Province of Alberta duly assembled hereby enacts as follows:

PART I: APPLICATION

1. **THAT:** Bylaw No. 809-2013, the Land Use Bylaw, is amended by this Bylaw.
2. **THAT:** the Land Use Map, attached to and being part of the Land Use Bylaw of the City of Leduc, be amended by reclassifying:

Plan 7921710
Block 13
Lots 81, 81A, 82, 82A

And

Block 15
Lots 62, 62A, 63, 63A, 64, 64A

From: RSD – Residential Standard District

To: RNL – Residential Narrow Lot

as shown in Schedule A, attached hereto and forming part of this bylaw.

APPROVED
As to Form
B. L.

City Solicitor

PART II: ENACTMENT

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS _____ DAY OF _____, AD 2018.

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 2018.

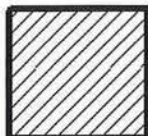
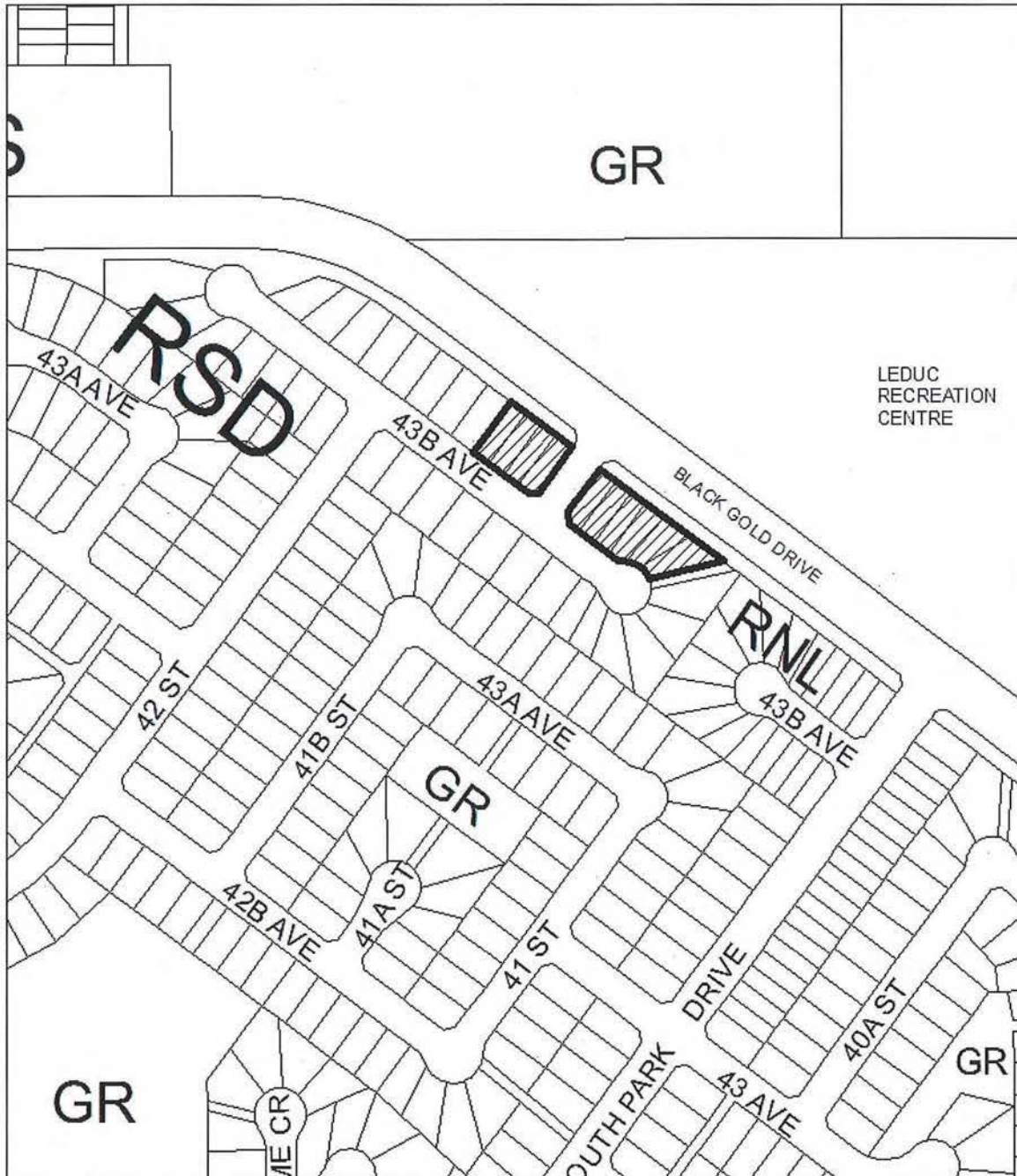
READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS _____ DAY OF _____, AD 2018.

Robert Young
MAYOR

Sandra Davis
CITY CLERK

Date Signed

SCHEDULE A

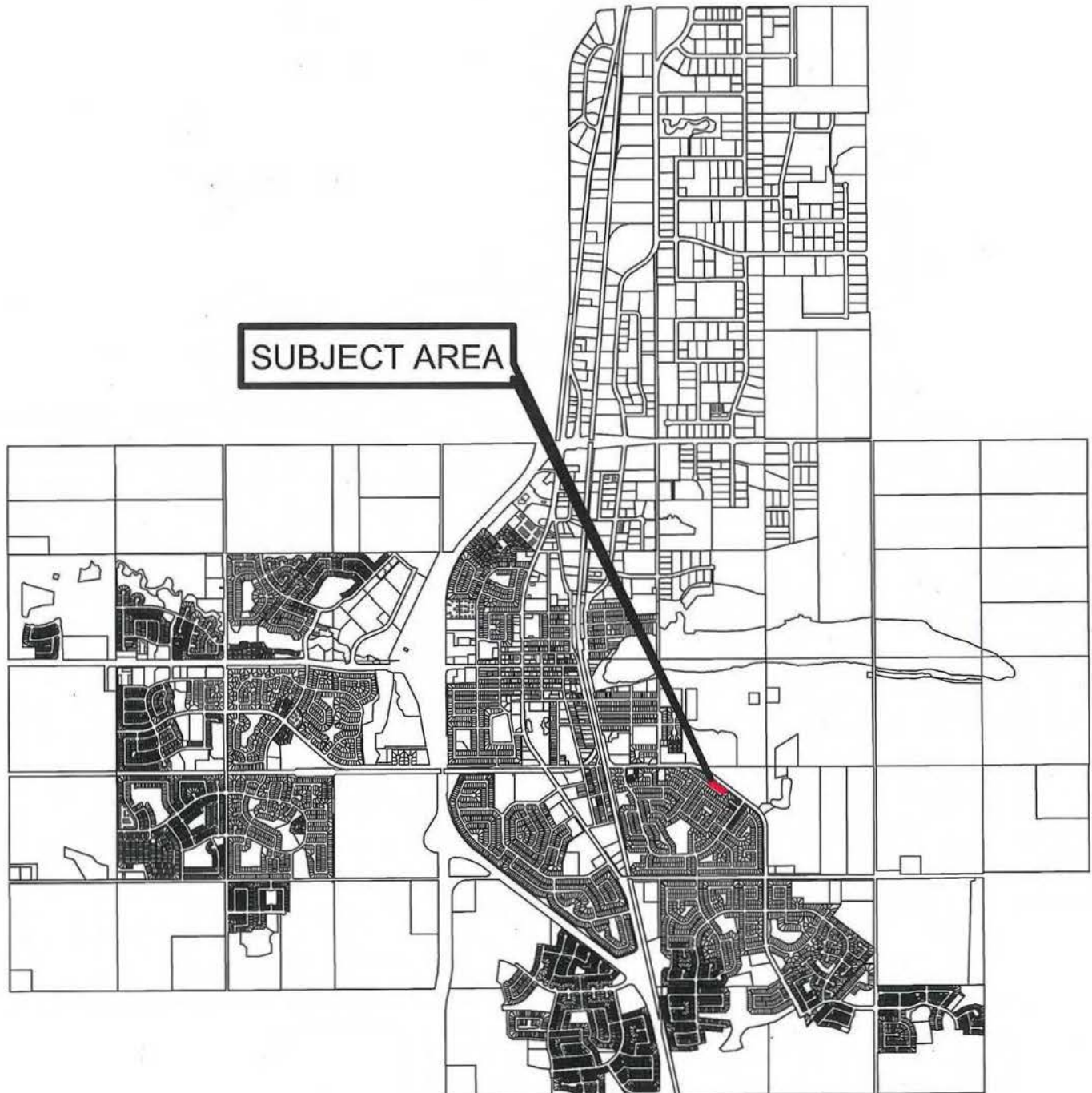


FROM: RSD - RESIDENTIAL STANDARD DISTRICT
TO: RNL - RESIDENTIAL NARROW LOT



KEY PLAN

ATTACHMENT 2



ATTACHMENT 3

LELUC
RECREATION
CENTRE



GR

GR



FROM: RSD - RESIDENTIAL STANDARD DISTRICT
TO: RNL - RESIDENTIAL NARROW LOT



REDISTRICTING AREA (DETAIL)

ATTACHMENT 4



AREA TO BE REDISTRICTED (BYLAW 1003-2018)



REGISTERED RIGHTS-OF-WAY



MEETING DATE: November 19, 2018

SUBMITTED BY: Ken Woitt, Director Planning & Development

PREPARED BY: April Renneberg, Current Planner II

REPORT TITLE: Bylaw No. 1009-2018 – Text Amendment to Land Use Bylaw 809-2013 (Amendment to 'Site Area Maximum' regulation in MUC land use district) (1st Reading)

REPORT SUMMARY

Bylaw 1009-2018 proposes to amend Land Use Bylaw 809-2013, to increase the 'Site Area Maximum' regulation for Apartment Dwellings – Four (4) to Ten (10) Storeys in the MUC – Mixed-Use Comprehensive land use district to allow for greater redevelopment opportunities.

RECOMMENDATION

That Council give Bylaw 1009-2018 first reading.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The City of Leduc Land Use Bylaw 809-2013 regulates and controls the use and development of land and buildings within the City of Leduc. One of the primary goals of this bylaw is to create a set of regulations that will enhance the unique character of the City. A Land Use Bylaw is a living document that is constantly being reviewed by administration to ensure the regulations are clear, concise and consistent and that improvements and new growth that occur within the City meet the high standards expected of development in Leduc.

Administration recently received an application to redistrict a parcel of land to the MUC land use district for the development of a multi-story use. Through review of that application, it was noted that the site area maximum regulation outlined for apartment dwellings greater than four storeys in this district is unnecessarily restrictive. The current regulation limits the site size to a maximum of 3300 m² (0.33 ha) or 0.82 acres. In order to allow for greater flexibility in the development of multi-storey sites within the MUC land use district, administration is proposing to increase the maximum site area. A maximum site area of 15,000 m² (1.5 ha) or 3.7 acres is proposed through Bylaw 1009-2018, which is in keeping with a development currently being considered in an infill area of Leduc.

LEGISLATION AND/OR POLICY:

1. Municipal Government Act, RSA 2000, Chapter M-26 as amended
 - S. 640(4) outlines all matters a land use bylaw may regulate, including subdivision design standards.
 - S. 606 and S. 692 govern the requirements for advertising a public hearing for a bylaw.
2. Land Use Bylaw 809-2013, as amended

PAST COUNCIL CONSIDERATION:

Bylaw 1009-2018 is before Council for the first time.

IMPLICATIONS OF RECOMMENDATION

IMPLEMENTATION / COMMUNICATIONS:

The public hearing for Bylaw 1009-2018 is scheduled for December 3, 2018. The hearing will be advertised in the November 16 and 23, 2018 issues of *'The Representative'* in accordance with the requirements of the Municipal Government Act.

ALTERNATIVES:

1. That Council defeat Bylaw 1009-2018.

ATTACHED REPORTS / DOCUMENTS:

1. Bylaw 1009-2018

Others Who Have Reviewed the Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / M. Pieters, General Manager, Infrastructure & Planning

AMENDMENT #89 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (the "Act") grants a municipality the authority to pass a Land Use Bylaw;

AND: in accordance with the Act, the City of Leduc passed Land Use Bylaw No. 809-2013 to regulate and control the use and development of land and buildings in the City of Leduc, and the Council has deemed it expedient and necessary to amend Bylaw No. 809-2013;

AND: notice of intention to pass this bylaw has been given and a public hearing has been held in accordance with the Act;

THEREFORE: the Council of the City of Leduc in the Province of Alberta duly assembled hereby enacts as follows:

PART I: APPLICATION

That Bylaw No. 809-2013 be amended as follows:

1. The 'Site Area Maximum' regulation within Table 22: Apartment Dwelling – Four (4) to Ten (10) Storeys in the MUC District be deleted and replaced with the following:

"Site Area Maximum 15,000.0 m²"

PART II: ENACTMENT

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS _____ DAY OF _____, AD 2018.

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 2018.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS _____ DAY OF _____, AD 2018.

Robert Young
MAYOR

Sandra Davis
CITY CLERK

Date Signed



PUBLIC COMMENTARY

IN-CAMERA ITEMS

There are no In-Camera Items

RISE & REPORT FROM IN-CAMERA ITEMS



Mayor's Report
November 5-11, 2018

November 5

- Fred Atiq, Millennium Oilflow Systems & Technology (MOST) Oil
- 93.1 FM The One, Holiday greetings radio spot recording
- Committee-of-the-Whole Agenda review
- Council/Executive Assistant update
- Committee-of-the-Whole

November 6

- Breakfast with the Mayor
- Briefing with City

November 7

- #BeKindLeduc Campaign photo shoot
- Mock Council – Caledonia School – Grade 6
- B. Middleton and J. MacNutt, Sawridge

November 8

- Rotary Clock Unveil
- EMRB Executive Committee meeting
- Leduc Region Community Connection Agency Day
- Traffic Advisory Committee meeting
- Economic Development opportunity – Cannabis facility
- Dinner with REALTORS Association of Edmonton Board of Directors

November 9

- Collaborative Innovation – Mayor John Stewart's Breakfast
- Recreation Cost Sharing Agreement

November 10

- Ribbon Cutting | 1st Anniversary for Aurora Yoga

November 11

- Remembrance Day Services | Cenotaph
- Remembrance Day Services | LRC
- Remembrance Day Services | Dedication of T33 Airplane Monument

Approved by Mayor Bob Young

"Original Signed"

ADJOURNMENT