

**REGULAR COUNCIL MEETING AGENDA
MONDAY, JANUARY 14, 2019 AT 7:00 P.M.
COUNCIL CHAMBERS, LEDUC CIVIC CENTRE
1 ALEXANDRA PARK, LEDUC, ALBERTA
PAGE 1**



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

- A. Approval of Minutes of the Regular Council Meeting held Monday, November 19, 2018
- B. Approval of Minutes of the Regular Council Meeting held Monday, December 3, 2018

IV. RECOGNITION ITEMS

Mayor B. Young

- A. Alberta Emergency Services Medal Presentations

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

K. Oliver,
Board Chair /
C. Kartz,
Board Member

- A. Leduc Environmental Advisory Board ("LEAB")

E. Hansen

- B. Municipal Grant - Stageworks Academy for the Performing Arts

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PAGE 2**



IX. BYLAWS

- R. Sereda A. Bylaw No. 978-2018 - Sewers Bylaw (1st, 2nd & 3rd Readings)

X. PUBLIC COMMENTARY

XI. IN-CAMERA ITEMS

- Mayor B. Young A. Council Appointment of a Public Member to the Subdivision and
Development Appeal Board
FOIP s. 24 & 29

- Mayor B. Young B. Neighborhood Services
FOIP s. 16, 24 & 25

XII. RISE AND REPORT FROM IN-CAMERA ITEMS

XIII. UPDATES FROM BOARDS & COMMITTEES

- A. Council Member Updates from Boards & Committees
B. Council Member Updates from Commissions, Authorities, Other

XIV. INFORMATION REPORTS

- A. Mayor's Report
B. Building Inspector's Report
C. Newly Issued Business Licenses

XV. ADJOURNMENT

ADOPTION OF AGENDA

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

ITEMS FOR DISCUSSION AND RELATED BUSINESS

Present: Mayor B. Young, Councillors B. Beckett, G. Finstad, B. Hamilton, L. Hansen, T. Lazowski and L. Tillack

Also Present P. Benedetto, City Manager, and M. Hormazabal, Deputy City Clerk

Mayor B. Young called the meeting to order at 7:00 pm.

I. ADOPTION OF AGENDA

MOVED by Councillor L. Hansen that the agenda be adopted as presented.

Motion Carried Unanimously

II. ITEMS FOR DISCUSSION AND RELATED BUSINESS

A. Selected Items for Debate

The following items were selected for debate:

VIII. BUSINESS

A. Q3 2014-2018 Strategic Plan Progress Report

B. Vote on Items not Selected for Debate

Votes recorded under item headings.

III. ADOPTION OF PREVIOUS MINUTES

There are no previous minutes.

IV. RECOGNITION ITEMS

There were no recognition items.

V. PUBLIC COMMENTARY

There was no public commentary.

VI. PUBLIC HEARING

There were no public hearings.

VII. PRESENTATIONS

There were no presentations.

VIII. BUSINESS

A. Q3 2014-2018 Strategic Plan Progress Report

M. Hay, Director, Intergovernmental Affairs and Corporate Planning, made a presentation.

B. Provincial Transit Grant Application

MOVED by Councillor G. Finstad 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).

Motion Carried Unanimously

MOVED by Councillor G. Finstad 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.

Motion Carried Unanimously

MOVED by Councillor G. Finstad 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.

Motion Carried Unanimously

C. Council Appointment of Auditor

MOVED by Councillor G. Finstad that Council appoints MNP LLP as the City auditor for a term of three years (2018 to 2020).

Motion Carried Unanimously

IX. BYLAWS

A. Bylaw No. 1006-2018 - Fees 2019 Bylaw (1st Reading)

Administration recommends that Bylaw No. 1006-2018 receive first reading.

MOVED by Councillor G. Finstad that Council give Bylaw No. 1006-2018 First Reading.

Motion Carried Unanimously

B. Bylaw No. 999-2018 - Offsite Levy Bylaw (1st Reading)

Administration recommends that Bylaw No. 999-2018 receive first reading.

MOVED by Councillor G. Finstad that Council give Bylaw No. 999-2018 First Reading.

Motion Carried Unanimously

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

Administration recommends that Bylaw No. 1001-2018 receive first reading.

MOVED by Councillor G. Finstad that Council give Bylaw No. 1001-2018 First Reading.

Motion Carried Unanimously

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

Administration recommends that Bylaw No. 1002-2018 receive first reading.

MOVED by Councillor G. Finstad that Council give Bylaw No. 1002-2018 First Reading.

Motion Carried Unanimously

E. Bylaw No. 1003-2018 - Redistricting South Park Zero Lot Line Homes (1st Reading)

Administration recommends that Bylaw No. 1003-2018 receive first reading.

MOVED by Councillor G. Finstad that Council give Bylaw No. 1003-2018 First Reading.

Motion Carried Unanimously

F. Bylaw No. 1009-2018 - Text Amendment to Land Use Bylaw No. 809-2013 (1st Reading)

Administration recommends that Bylaw No. 1009-2018 receive first reading.

MOVED by Councillor G. Finstad that Council give Bylaw No. 1009-2018 First Reading.

Motion Carried Unanimously

X. PUBLIC COMMENTARY

There was no public commentary.

XI. IN-CAMERA ITEMS

There were no in-camera Items.

XII. RISE AND REPORT FROM IN-CAMERA ITEMS

XIII. INFORMATION REPORTS

A. Mayor's Report

There was no discussion.

XIV. ADJOURNMENT

The Council meeting adjourned at 7:05 pm.

B. YOUNG
Mayor

M. HORMAZABAL
Deputy City Clerk

Present: Mayor B. Young, Councillors B. Beckett, G. Finstad, B. Hamilton, L. Hansen, T. Lazowski and L. Tillack

Also Present P. Benedetto, City Manager, and M. Hormazabal, Deputy City Clerk

Mayor B. Young called the meeting to order at 7 pm.

I. ADOPTION OF AGENDA

MOVED by Councillor L. Hansen that the agenda be adopted with the following revisions:

Addition under:

VIII. BUSINESS

e) Personnel Motion

Revision under:

IX. BYLAWS

Change the order of Bylaws to have Bylaw No. 1009-2018 be addressed before Bylaw No. 1002- 2018.

Motion Carried Unanimously

II. ITEMS FOR DISCUSSION AND RELATED BUSINESS

A. Selected Items for Debate

The following items were selected for debate:

VIII. BUSINESS

- A. Request for Approval of the 2019 Capital and Operating Budgets
- B. Uncollectible Property Taxes – Linear
- C. Commemorative Bench Program – Policy Update
- E. Personnel Motion

IX. BYLAWS

- A. Bylaw No. 1006-2018 – Fees 2019 Bylaw (2nd & 3rd Readings)
- B. Bylaw No. 999-2018 – Offsite Levy Bylaw (2nd & 3rd Readings)
- C. Bylaw No. 1001-2018 – Redistricting North Commercial – 61 Avenue/46A Street (2nd & 3rd Readings)
- D. Bylaw No. 1002-2018 – Redistricting Part of Lot A1, Block 2, Plan 554TR (Assisted Living Facility) (2nd & 3rd Readings)

- E. Bylaw No. 1003-2018 – Redistricting South Park Zero Lot Line Homes (2nd & 3rd Readings)
- F. Bylaw No. 1009-2018 – Text Amendment to Land Use Bylaw No. 809-2013 (2nd & 3rd Readings)
- G. Bylaw No. 1012-2018 – Text Amendment to Land Use Bylaw No. 809-2013 – Downtown Mixed-Use Overlay (1st Reading)

XI. IN-CAMERA ITEMS

- A. Leduc-Nisku Economic Development Association Update – December 3, 2018

B. Vote on Items not Selected for Debate

Votes recorded under item headings.

III. ADOPTION OF PREVIOUS MINUTES

- A. **Approval of Minutes of the Regular Council Meeting held Tuesday, November 13, 2018**

MOVED by Councillor G. Finstad that the minutes of the Regular Council Meeting held Tuesday, November 13, 2018, be approved as presented.

Motion Carried Unanimously

IV. RECOGNITION ITEMS

There were no recognition items.

V. PUBLIC COMMENTARY

There was no public commentary.

VI. PUBLIC HEARING

- A. **Bylaw No. 1001-2018 – Redistricting North Commercial – 61 Avenue/46A Street**

Mayor B. Young declared the Public Hearing for Bylaw No. 1001-2018 open at 7:04 pm.

Written Submissions:

No written submissions were received.

Presentations:

Administration

There were no presentations from Administration.

Other Presentations

There were no other presentations.

Mayor B. Young declared the Public Hearing for Bylaw No. 1001-2018 closed at 7:05 pm.

B. Bylaw No. 1002-2018 – Redistricting Part of Lot A1, Block 2, Plan 554TR (Assisted Living Facility-Limited)

Mayor B. Young declared the Public Hearing for Bylaw No. 1002-2018 open at 7:05 pm.

Written Submissions:

No written submissions were received.

Presentations:

Administration

There were no presentations from Administration.

Other Presentations

There were no other presentations.

Mayor B. Young declared the Public Hearing for Bylaw No. 1002-2018 closed at 7:06 pm.

C. Bylaw No. 1003-2018 – Redistricting South Park Zero Lot Line Homes

Mayor B. Young declared the Public Hearing for Bylaw No. 1003-2018 open at 7:06 pm.

Written Submissions:

No written submissions were received.

Presentations:

Administration

There were no presentations from Administration.

Other Presentations

There were no other presentations.

Mayor B. Young declared the Public Hearing for Bylaw No. 1003-2018 closed at 7:07 pm.

D. Bylaw No. 1009-2018 – Text Amendment to Land Use Bylaw No. 809-2013

Mayor B. Young declared the Public Hearing for Bylaw No. 1009-2018 open at 7:07 pm

Written Submissions:

No written submissions were received.

Presentations:

Administration

There were no presentations from Administration.

Other Presentations

There were no other presentations.

Mayor B. Young declared the Public Hearing for Bylaw No. 1009-2018 closed at 7:11 pm.

VII. PRESENTATIONS

There were no presentations.

VIII. BUSINESS

A. Request for Approval of the 2019 Capital and Operating Budgets

J. Cannon, Director, Finance, made a PowerPoint presentation (Attached) and answered Council's questions.

MOVED by Councillor B. Beckett that Council hereby adopts the 2019 operating budget of \$100,398,666.

Motion Carried Unanimously

MOVED by Councillor B. Beckett that Council hereby adopts the 2019 capital budget of \$32,258,286.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council accepts the 2020-2021 forecasted financial plan and the 2020-2028 forecasted capital plan.

Motion Carried

In Favour: Mayor B. Young, Councillors B. Beckett, G. Finstad, B. Hamilton, L. Hansen and L. Tillack

Opposed: Councillor T. Lazowski

MOVED by Councillor B. Hamilton that Council accepts the 2019 Charge Schedule.

Motion Carried

In Favour: Mayor B. Young, Councillors B. Beckett, B. Hamilton, L. Hansen, T. Lazowski and L. Tillack

Opposed: Councillor G. Finstad

MOVED by Councillor T. Lazowski that Council hereby approves the services profiles as identified in the Committee-of-the-Whole, 2019 Public Budget Meetings document.

Motion Carried Unanimously

B. Uncollectible Property Taxes - Linear

MOVED by Councillor L. Hansen that Council cancel the taxes levied for Roll 018509 Sino-Western Petroleum Inc. and take advantage of the provincial program.

Motion Carried Unanimously

C. Commemorative Bench Program – Policy Update

R. Sereda, Director, Public Services, made a presentation and indicated that the policy would allow families to honour loved ones with a commemorative bench.

MOVED by Councillor G. Finstad that Council approves the revised Commemorative Bench Program Policy, Policy Number 31.02:05, effective as of December 4, 2018, which supersedes previous Policy Number 72.60:02 that was effective July 10, 2006.

Motion Carried Unanimously

D. Policy 61.00:15 Development Inspection Fees

MOVED by Councillor G. Finstad that Council update Policy 61.00:15, Development Inspection Fees by replacing the current policy with the version presented in this report as Attachment 2.

Motion Carried Unanimously

E. Personnel Motion

MOVED by Councillor T. Lazowski that Administration take all necessary actions to achieve complete and direct oversight by members of Council of the Executive Assistant, Mayor and Council to better enable the current positive working relationship and:

- Affirms that the executive assistant's primary responsibility and priority is to the members of council; and
- Ensure that executive assistant to council is enabled to directly deliver on members of council's requests and expectations; and
- Ensures no negative impacts to current staff

no later than January 15, 2019.

Motion Carried Unanimously

IX. BYLAWS

A. Bylaw No. 1006-2018 - Fees 2019 Bylaw (2nd & 3rd Readings)

J. Cannon, Director, Finance, made a PowerPoint presentation (Attached) recommending that Bylaw No. 1006-2018 receive second and third readings as amended.

MOVED by Councillor B. Hamilton that Council amend Bylaw No. 1006-2018 as follows:

(a) In Part III: Planning and Infrastructure, delete section 6(2) in its entirety and replace with the following:

(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	\$0.3134 / kg
(b) Chemical Oxygen Demand	
Overstrength charge applies above 600 mg/l (or twice the B.O.D. concentration of sewage, whichever is greater)	\$0.3134 / kg
(c) Oil & Grease	
Overstrength charge applies above 100 mg/l	\$0.2796 / kg
(d) Phosphorus	
Overstrength charge applies above 10 mg/l	\$12.8519 / kg
(e) Suspended Solids	
Overstrength charge applies above 300 mg/l	\$0.2745 / kg
(f) Total Kjeldahl Nitrogen	
Overstrength charge applies above 50 mg/l	\$1.9778 / kg

MOVED by Councillor T. Lazowski that Council give Bylaw No. 1006-2018 Second Reading as amended.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council give Bylaw No. 1006-2018 Third Reading as amended.

Motion Carried Unanimously

B. Bylaw No. 999-2018 - Offsite Levy Bylaw (2nd & 3rd Readings)

S. Olson, Director, Engineering, made a presentation recommending that Bylaw No. 999-2018 receive second and third readings.

MOVED by Councillor L. Tillack that Council give Bylaw No. 999-2018 Second Reading.

Motion Carried Unanimously

MOVED by Councillor T. Lazowski that Council give Bylaw No. 999-2018 Third Reading.

Motion Carried Unanimously

C. **Bylaw No. 1001-2018 - Redistricting North Commercial - 61 Avenue/46A Street (2nd & 3rd Readings)**

K. Woitt, Director, Planning & Development, made a presentation recommending that Bylaw No. 1001-2018 receive second and third readings.

MOVED by Councillor B. Beckett that Council give Bylaw No. 1001-2018 Second Reading.

Motion Carried Unanimously

MOVED by Councillor L. Hansen that Council give Bylaw No. 1001-2018 Third Reading.

Motion Carried Unanimously

D. **Bylaw No. 1009-2018 - Text Amendment to Land Use Bylaw No. 809-2013 (2nd & 3rd Readings)**

K. Woitt, Director, Planning & Development, made a presentation recommending that Bylaw No. 1009-2018 receive second and third readings.

MOVED by Councillor B. Beckett that Council give Bylaw No. 1009-2018 Second Reading.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council give Bylaw No. 1009-2018 Third Reading.

Motion Carried Unanimously

E. **Bylaw No. 1003-2018 - Redistricting South Park Zero Lot Line Homes (2nd & 3rd Readings)**

K. Woitt, Director, Planning & Development, made a presentation recommending that Bylaw No. 1003-2018 receive second and third readings.

MOVED by Councillor B. Hamilton that Council give Bylaw No. 1003-2018 Second Reading.

Motion Carried Unanimously

MOVED by Councillor B. Beckett that Council give Bylaw No. 1003-2018 Third Reading.

Motion Carried Unanimously

F. **Bylaw No. 1002 - 2018 - Redistricting Part of Lot A1, Block 2, Plan 554TR (Assisted Living Facility-Limited) (2nd & 3rd Readings)**

K. Woitt, Director, Planning & Development, made a recommendation that Bylaw No. 1002-2018 receive second and third readings.

MOVED by Councillor L. Hansen that Council give Bylaw No. 1002-2018 Second Reading.

Motion Carried Unanimously

MOVED by Councillor B. Beckett that Council give Bylaw No. 1002-2018 Third Reading.

Motion Carried Unanimously

G. Bylaw No. 1012-2018 – Text Amendment to Land Use Bylaw No. 809-2013 – Downtown Mixed-Use Overlay (1st Reading)

K. Woitt, Director, Planning & Development, made a presentation recommending that Bylaw No. 1012-2018 receive first reading.

MOVED by Councillor T. Lazowski that Council give Bylaw No. 1012-2018 First Reading.

Motion Carried Unanimously

X. PUBLIC COMMENTARY

T. Flynn, resident of the City of Leduc, made a presentation relative to the lack of shopping opportunities in downtown, stating that it is not a very walkable downtown. T. Flynn would like to see more walkable areas in residential areas such as West Haven.

XI. IN-CAMERA ITEMS

Councillor G. Finstad abstained from the discussion and the vote due to a conflict of interest. Councillor G. Finstad left the meeting at 8:26 pm.

MOVED by Councillor B. Beckett that Council move In-Camera at 8:26 pm to discuss:

**A. Leduc-Nisku Economic Development Association Update – December 3, 2018
(FOIP s. 16, 21, 24 & 25)**

Motion Carried Unanimously

MOVED by Councillor B. Beckett that Council move In-Public at 8:40 pm.

Motion Carried Unanimously

XII. RISE AND REPORT FROM IN-CAMERA ITEMS

**A. Leduc-Nisku Economic Development Association Update – December 3, 2018
FOIP s. 24 & 29**

In Attendance: Council Members
Members of the City of Leduc Executive Board
M. Hay, Director, Intergovernmental Affairs and Corporate Planning
H. Wilson, Manager, Economic Development
M. Hormazabal, Deputy City Clerk

MOVED by Councillor B. Beckett that Council approve the Resolutions contained in Report No. 2018-CR-117.

Motion Carried

Abstaining: Councillor G. Finstad due to conflict of interest

MOVED by Councillor B. Hamilton that Report No. 2018-CR-117, and all Attachments, remain In-Camera until such time as the parties agree to make the contents public, but in any event within 60 days from the December 3, 2018, Council meeting pursuant to s. 29 of the *Freedom of Information and Protection of Privacy Act*.

Motion Carried

Abstaining: Councillor G. Finstad due to conflict of interest

B. Council Appointment of a Public Member to the Subdivision and Development Appeal Board

FOIP s. 24 & 29

MOVED by Councillor G. Finstad that Council appoints D. Tona, as the Public Member to the Subdivision and Development Appeal Board for a three-year term from January 1, 2019 – December 31, 2021.

Motion Carried Unanimously

C. Council Appointment of a Public Member to the Assessment Review Boards

FOIP s. 24 & 29

MOVED by Councillor G. Finstad that Council appoint B. Anderson, as the Public Member to the Assessment Review Boards for a three-year term from January 1, 2019 – December 31, 2021.

Motion Carried Unanimously

D. Council Appointment of Public Members to the Family and Community Support Services Advisory Board

FOIP s. 24 & 29

MOVED by Councillor G. Finstad that Council re-appoints S. Burghardt as the Public Member to the Leduc Family and Community Support Services Advisory Board for a three-year term from January 1, 2019 to December 31, 2021.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council appoint M. Koopmans as a Public Member to the Leduc Family and Community Support Services Advisory Board for a three-year term from January 1, 2019 to December 31, 2021.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council appoint M. Oliver as a Public Member to the Leduc Family and Community Support Services Advisory for a three-year term from January 1, 2019 – December 31, 2021

Motion Carried Unanimously

E. Council Appointment of Public Members to the City of Leduc Library Board
FOIP s. 24 & 29

MOVED by Councillor G. Finstad that Council re-appoint P. Fleming as a Public Member to the Leduc Library Board for a three-year term from January 1, 2019 – December 31, 2021.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council appoint J. Storeshaw as a Public Member to the Leduc Library Board for a three-year term from January 1, 2019 – December 31, 2021.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council appoint S. Dixon Pollard as a Public Member to the Leduc Library Board for a three-year term from January 1, 2019 – December 31, 2021.

Motion Carried Unanimously

F. Council Appointment of Trustee to the Yellowhead Regional Library Board
FOIP s. 24 & 29

MOVED by Councillor G. Finstad that Council appoint A. Braithwaite as the City of Leduc Trustee on the Yellowhead Regional Library Board for a three-year term from January 1, 2019 – December 31, 2021.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council appoint C. Frybort as the City of Leduc Alternate Trustee on the Yellowhead Regional Library Board for a three-year term from January 1, 2019 – December 31, 2021.

Motion Carried Unanimously

G. Council Appointment of Public Members to the Leduc Parks, Recreation and Culture Board
FOIP s. 24 & 29

MOVED by Councillor G. Finstad that Council re-appoint K. Campbell as a Public Member to the Leduc Parks, Recreation and Culture Board for a two-year term from January 1, 2019 – December 31, 2020.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council appoint C. Ehmann as a Public Member to the Leduc Parks, Recreation and Culture Board for a two-year term from January 1, 2019 – December 31, 2020.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council appoint B. Sonnenberg as a Public Member to the Leduc Parks, Recreation and Culture Board for a two-year term from January 1, 2019 – December 31, 2020.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council appoint R. Soch as a Public Member to the Leduc Parks, Recreation and Culture Board for a two-year term from January 1, 2019 – December 31, 2020.

Motion Carried Unanimously

XIII. UPDATES FROM BOARDS & COMMITTEES

A. Council Member Updates from Boards & Committees

There were no updates.

B. Council Member Updates from Commissions, Authorities, Other

There were no updates.

XIV. INFORMATION REPORTS

A. Mayor's Report

There was no discussion.

XV. ADJOURNMENT

The Council meeting adjourned at 8:41 pm.

B. YOUNG
Mayor

M. HORMAZABAL
Deputy City Clerk

OUR MISSION IS

People.
Building.
Community.



2019 – 2021 Operating Budget & 10 Year Capital Plan

Presented By:
Jennifer Cannon, Director, Finance



2019-2021 BUDGET



2019-2021 BUDGET



Recommended Multi-Year Strategy

	2019	Projected 2020 *	Projected 2021 *
Base Operational & Capital Requirements	0.83%	2.39%	3.15%
RCMP	1.32%	1.32%	-
Enhanced Transit	0.74%	0.74%	0.74%
Partnership Opportunities	-	-	1.16%
Proposed Tax Revenue Increase	2.89%	4.45%	5.05%

* Administration will be working with Council to further reduce the projected proposed tax revenue increase requirements of 4.45% (2020) and 5.05% (2021)



Maintain Service Levels



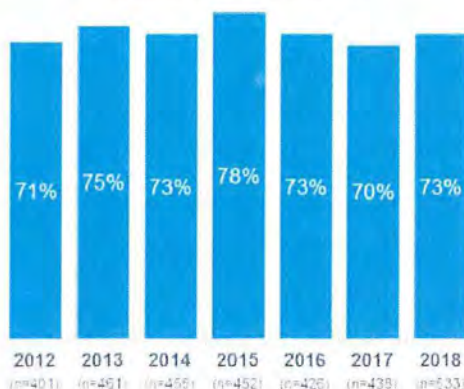
Citizen Engagement



General Population

Perceived Value Received for Taxes Paid

% Good, Very Good, Excellent



Top priorities





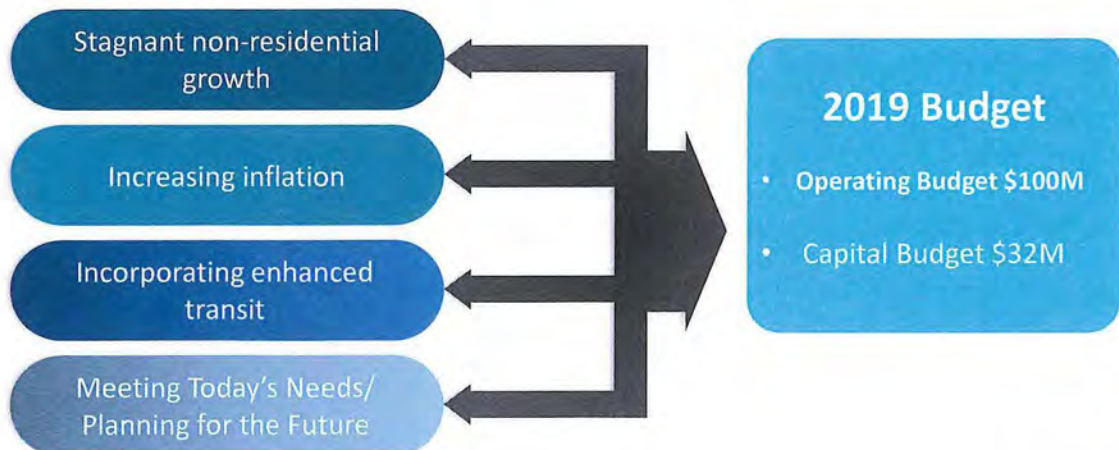
Maintaining the Value Proposition



- ✓ High service levels
- ✓ Enhanced Protective Services
- ✓ Funding Economic Development
- ✓ Sustainable funding for Community Groups
- ✓ Enhanced Regional Transit
- ✓ Long Term Facilities Master Plan



Budget Drivers





Working collaboratively through Public Budget Meetings to keep taxes to a minimum

4.32%

Starting Point



2.89%

Ending Point

- 2018 enhanced transit spread over three years 2019 - 2021
- One time funding used to offset revenue shock from stagnant non-residential growth
- Council using part of their enhanced service level allowance to reduce taxes



What does the 2019 budget provide:



1

Maintaining our value proposition

2

RCMP Facility & one member

3

Transition towards Open Government

4

Enhanced Regional Transit

5

Sustainable funding for our Community Groups

6

Investing in Economic Development



**A CITY WHERE PEOPLE
WANT TO LIVE, WORK & PLAY**



**CITY OF
Leduc**

**2019-2021
BUDGET**

Enhanced Service Levels



Youth Wellness



LRC seniors – Facility Access



**A CITY WHERE PEOPLE
WANT TO LIVE, WORK & PLAY**



**CITY OF
Leduc**

**2019-2021
BUDGET**

Enhanced Service Levels



Waste Diversion Pilot Project



Enhanced Client Services

FCSS
Family & Community
Support Services



**A CITY WHERE PEOPLE
WANT TO LIVE, WORK & PLAY**



CITY OF
Leduc

2019-2021
BUDGET

2019 Capital Project Highlights

- Telford Lake Multiway \$925K
- Simpson Park \$176K
- Playground Equipment \$150K
- Cultural Village Amphitheatre \$105K



**A CITY WITH A
PLAN FOR THE FUTURE**



CITY OF
Leduc

2019-2021
BUDGET

2019 Capital Project Highlights

- Black Gold Drive Reconstruction \$6M (2020 – additional \$6M)
- South Boundary Road (offsite levy project) \$3.75M
- Energy Efficiency Projects \$1.8M
- LRC capital renewal, including pool upgrades \$1.2M
- Back-lane construction \$1.0M
- Integrated Enterprise Finance & HR System \$830K (2020 – additional \$605K)
- Municipal Development Plan \$225K
- Inter-Municipal Development Plan \$200K





**AN ECONOMICALLY
PROSPEROUS CITY**



CITY OF
Leduc

2019-2021
BUDGET

Investing in Economic Development

- Airport Accord – shared investment for shared benefit
- New investment attraction and coordinated marketing with Edmonton Global
- Implementation of the Aerotropolis concept
- Continued support for the Downtown Business Association
- Continued investment in Sports Tourism

EDMONTON GLOBAL 
PARTNERS FOR REGIONAL PROSPERITY



**A COLLABORATIVE COMMUNITY-
BUILDER AND REGIONAL PARTNER**

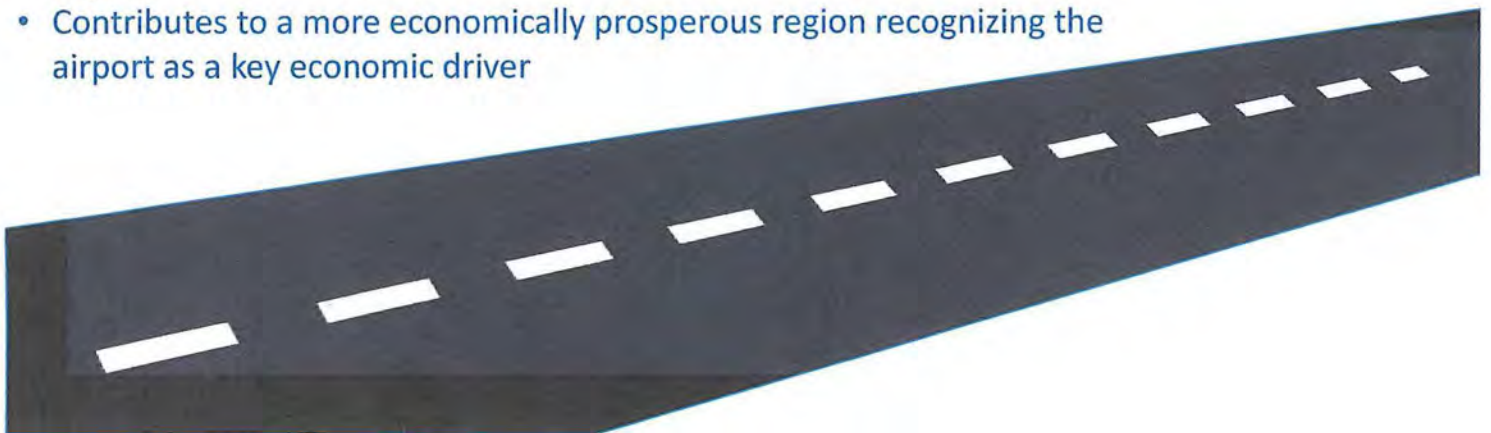


CITY OF
Leduc

2019-2021
BUDGET

Investing in Enhanced Regional Transit

- Provides connectivity from Leduc to Edmonton and the greater Edmonton region.
- Contributes to a more economically prosperous region recognizing the airport as a key economic driver





Retaining High Quality of Life

\$2.30 to \$3.80
per month



\$28 - \$46
2019 Annual Tax Increase

What our citizens
receive:

Maintain high service levels

New RCMP Facility +
one member

Enhanced Regional Transit

*Increases based on current assessment
**Average home assessed at \$300,000 and \$500,000



Refining our Budget Process

Earlier & more frequent
touch points with Council

Enhancing long term capital
planning

Performing a detail review
of contract services

Working with Council to
further reduce 2020 & 2021

Always Focusing on
Continuous Improvement



Recommendation

- ✦ That Council hereby adopts the 2019 operating budget of \$100,398,666.
- ✦ That Council hereby adopts the 2019 capital budget of \$32,258,286.
- ✦ That Council accept the 2020-2021 forecasted financial plan and the 2020-2028 forecasted capital plan.
- ✦ That Council accept the 2019 Charge Schedule.
- ✦ Council hereby approves the service profiles as identified in the Committee of the Whole, 2019 Public Budget Meetings document.

Proposed Fees 2019 Bylaw

Presented by:
Jennifer Cannon, Director, Finance



Overstrength Charge Changes

Changes since the 1st reading

	2018	2019
Biochemical Oxygen Demand	\$ 0.3131	\$ 0.3134
Chemical Oxygen Demand	\$ 0.3131	\$ 0.3134
Oil & Grease	\$ 0.2796	\$ 0.2796
Phosphorus	\$ 9.8385	\$ 12.8519
Suspended Solids	\$ 0.2705	\$ 0.2745
Total Kjeldahl Nitrogen	\$ 1.7592	\$ 1.9778

These charges are a 100% flow through charge by the Wastewater Commission

Water & Wastewater



Water
\$2.30 to \$2.47/cubic meter

Wastewater
\$1.56 to \$1.66/cubic meter

Wastewater Flat Rate
\$7.75 to \$8.40

Waste Collection



Lost or Damaged Cart
Increase from \$55.00 to \$60.00

Cart Delivery Fee
Increase from \$25.00 to \$25.50

Permits

(Other than New Residential Installation)



Permit Fees
Increase of 4 - 5% overall

Permits

Fast Track Permits
Increase from \$500 to \$525

Subdivision Applications
Increase of 5% overall



Permits

Compliance Letters\$ 90.00
(increase of \$10.00)

Rush Compliance Letters....\$135.00
(increase of \$3.00)

Variance Certificates.....\$ 80.00
(increase of \$2.00)

Questions



Recognition Items

Alberta Emergency Services Medal
Presentations

Presented by:

Mayor B. Young

PUBLIC COMMENTARY

PUBLIC HEARING

There is no Public Hearing for the Agenda

PRESENTATIONS

There were no Presentations.

DATE: December 17, 2018

MEETING DATE: January 14, 2019

COMMITTEE/BOARD NAME: Leduc Environmental Advisory Board (LEAB)

PREPARED BY: Katie Oliver, LEAB Chair and Kerra Chomlak, Environmental Sustainability Coordinator

COMMITTEE OF COUNCIL UPDATE

1. Background

LEAB last presented to Council on April 9, 2018; Sheila Ruddy, LEAB Vice Chair, acknowledged environmental successes, educational events, and LEAB's 2018 policy priorities: pollinator gardens, light efficiency, and Greenhouse Gas (GHG) Plan.

In addition, LEAB highlighted one issue for Council consideration: waste diversion from the Industrial, Commercial, Institutional (ICI) and Multi-family (MF) sectors. LEAB would like to highlight this issue again, as well as two other issues: GHG Plan, and Single-Use Plastics. **LEAB welcomes feedback from Council on these topics.**

2. Industrial, Commercial, Institutional and Multi-Family (ICI/MF) Waste

This sector sends more than twice as much waste to the Leduc and District Waste Management Facility (LDRWMF) than the residential sector. In 2017, 30% of waste sent to the LDRWMF came from the residential sector (curbside black bins and personal residential vehicle drop off), while 70% came from the ICI/MF sector (private haulers from businesses, institutions and multi-family buildings). See Figure 1. In addition, that sector sends waste to other landfills in the region, so the amount of ICI/MF waste is even larger than what is recorded at the LDRWMF.

Waste from the ICI/MF sector is more challenging for Administration to address than residential waste because of the diversity of buildings and types of waste, and because this sector uses private haulers under private contracts. The plan discussed by LEAB and presented by Administration to Committee-of-Council in May 2016, recommended a pilot project to provide one-on-one assistance to medium to large waste generators. One-on-one assistance is required because:

- most building managers want to minimize time spent assessing waste options;
- right-sizing bins and collection frequency requires expertise from both a waste management perspective and the occupant perspective;
- Leduc surveys showed that there is not a willingness to spend more, but there is a desire to recycle more, so a creative solution is required, specific to each site.

This pilot project requires staff to meet with property owners, business owners and multi-family residents to assist them in implementing changes, evaluate the impacts, and then recommend future policy changes that can be more widely implemented in the City of Leduc. It should be clarified that this program does not include a City service to collect from this sector. Instead, the program would include education and support only. For example, the pilot project would fund an audit of the building's waste, and provide advice on changing their bin sizes and frequency within the terms of their existing collection contract. After a three-year pilot, new programs and bylaw changes would be proposed to Council to encourage more sorting by this sector.

Committee-of-the-Whole decided in 2016 that this project would be deferred to 2019 due to economic realities. LEAB is aware that the business case for this waste project and the GHG Plan implementation was not approved for 2019. **LEAB encourages Council to ensure the ICI/MF pilot project is a priority in the 2020 budget.** This timing will also align with changes at the Leduc and District Regional Waste Management Facility.

Figure 1: Waste Sent to Leduc and District Regional Waste Management Facility (LDRWMF) in 2017 by both the Residential Sector, and the Industrial, Commercial, Institutional, Multi-Family Sector in the City of Leduc



Note on Figure 1: "Residential" waste includes curbside black bin waste plus any waste brought to the LDRWMF by residents with a LDRWMA resident card. "Wet" waste includes front-load and roll-off bins from commercial and multi-family buildings. "Dry" waste includes industrial/commercial/institutional dry building debris, construction and demolition waste and concrete.

The volume of waste from the ICI/MF sector is substantial, and there is potential for a significant diversion of organics and recycling. A waste characterization study at the LDRWMF in 2012 and 2013 showed that over half of ICI/MF waste could be recycled or composted. This would result in a significant diversion of organics and recycling away from landfill, in reduced greenhouse gas emissions. There is also an expected operational savings at the LDRWMF because dry waste can be directly landfilled without baling.

3. Greenhouse Gas (GHG) Plan, PACE Program

The City of Leduc is making good progress on GHG reductions because of the current installation of solar arrays, LED streetlights, transit services, residential organics diversion, and the proposed bio-cover LDRWMF. These successes will be acknowledged in the City of Leduc's GHG Action Plan. A subgroup of LEAB is serving as the GHG Plan Advisory Committee and has reviewed the principles, proposed engagement strategy, the *What We Heard* feedback, and the proposed actions and target scenarios. LEAB will be recommending in the final GHG plan that two areas are a priority:

1. ICI/MF Waste Diversion: Waste is a significant portion of Leduc's GHG inventory.
2. Energy Efficiency and Renewable Energy Programs – Emissions from buildings (electricity and heating) are a main source of GHGs in Leduc.

One of the potential GHG actions under consideration is the future implementation of a Property Assessed Clean Energy (PACE) bylaw to make it more affordable for residential and commercial building's to upgrade their building's energy performance, install renewable energy systems, and reduce resource consumption. On June 6, 2018, the provincial government passed *Bill 10, An Act to Enable Clean Energy Improvements*, which will, "...let municipalities establish a Property Assessed Clean Energy (PACE) program that will make it more affordable for Albertans to upgrade their properties without having to put money down. The cost of the upgrade will be recovered through their property taxes. Since first implemented in California in 2008, PACE programs have expanded to every region in the United States, generating nearly \$6 billion in economic activity. Ontario, Nova Scotia and Quebec have also adopted PACE legislation. PACE programs made available to Albertans will help them make clean-energy improvements, save money and reduce emissions, while helping to create green jobs and stimulate local economies" (Government of Alberta website, September 2018. <https://www.alberta.ca/PACE.aspx>).

It is expected that more information on the PACE program, and how municipalities can support the administrative costs through the program, will be available in 2019, and at that time, **LEAB will return to Council at that time with a recommendation on the PACE program.**

4. Single Use Plastics

LEAB is currently researching the policy to ban single use plastics (e.g. plastic bags, straws). Wetaskiwin City Council recently approved a ban on plastic bags starting July 9, 2019. This will prohibit grocery stores and other retailers from selling or distributing plastic checkout bags. The Regional Municipality of Wood Buffalo enacted a plastic bag ban in 2010. The City of Edmonton, St. Albert, Grande Prairie, and others are currently reviewing the issue. **LEAB will investigate this further and bring a recommendation back to Council.**

5. Urban Hens and Bees

LEAB is aware that a recent discussion at Committee-of-the-Whole has directed LEAB to work with Administration on a pilot project. LEAB will be meeting with the Manager of Enforcement Services to discuss the recent public survey and will recommend a schedule to Council, giving consideration to the implications on Administrative resources and other environmental priorities. **LEAB will investigate this further and bring a recommendation back to Council.**

LEAB Members (2019)

Councillor Lars Hansen

Councillor Glen Finstad (alternate)

Katie Oliver, Chair

Sheila Ruddy, Vice Chair

Jaimee Dupont Morozoff

Cory Kartz

Jennifer Roach

Thorren Koopmans

April Ziegler

Approval Information

[Approval Information must not appear alone on a separate page.]

K. Oliver, Board Chair

Attachments: None. A presentation will be provided by LEAB Chair, Katie Oliver.

COUNCIL REQUEST FOR DECISION

MEETING DATE: January 14, 2019

SUBMITTED BY: Rachel Yeung, Manager, Community Development

PREPARED BY: Elana Hansen, Volunteer Resources Administrator

REPORT TITLE: **Municipal Grant – Stageworks Academy for the Performing Arts**

REPORT SUMMARY

Administration has received and processed an application from Stageworks Academy for the Performing Arts for an Event Hosting Grant through the city's Municipal Request Program.

RECOMMENDATION

That Council awards a grant to Stageworks Academy for the Performing Arts for an amount not to exceed \$4,000, which is to be funded from Council Community Grants to help offset expenses related to hosting the Christmas production of "The Nutcracker" at the Maclab Centre for the Performing Arts on December 20 & 21, 2018.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

Stageworks Academy of the Performing Arts hosted Leduc's first ever production of "The Nutcracker" on December 20 & 21, 2018 at the Maclab Centre for the Performing Arts.

The origin of the Nutcracker, a classic Christmas Story, is a fairy tale ballet in two acts centered on a family's Christmas Eve celebration. Alexandre Dumas Père's adaptation of the story by E.T.A. Hoffmann was set to music by Tchaikovsky and originally choreographed by Marius Petipa. It was commissioned by the director of Moscow's Imperial Theatres, Ivan Vsevolozhsky, in 1891, and premiered a week before Christmas 1892. Since premiering in western countries in the 1940s, this ballet has become perhaps the most popular to be performed around Christmas time. With this unique production comes an added expense for specialized backdrop, costumes, and props.

The grant, if approved, would be allocated to offset overhead costs for the event, including the special backdrop required.

The Grant Application Subcommittee recommends the grant be approved for the full amount requested (\$4,000).

IMPLICATIONS OF RECOMMENDATION

FINANCIAL:

Funds for this grant will be funded through the Council Community Grants Account.

ALTERNATIVES:

That Council award a grant to Stageworks Academy for the Performing Arts for an alternate amount, which is to be funded from Council Community Grants to help offset expenses related to hosting the Christmas production of "The Nutcracker" at the Maclab Centre for the Performing Arts on December 20 & 21, 2018.

COUNCIL REQUEST FOR DECISION



ATTACHMENTS:

Hosting Grant Application: Stageworks Academy for the Performing Arts.

Approval Information

Others Who Have Reviewed the Report

P. Benedetto, City Manager / I. Sasyniuk, General Manager, Corporate Services / D. Brock, Acting General Manager, Community & Protective Services / J. Cannon, Director, Finance



Stageworks Academy of the Performing Arts

4611-44th Street | Leduc, AB | T9E 5T3
780.986.2884 | www.stageworkstheatre.com | stgwrks@gmail.com



November 15, 2018

Elana Hansen
Community Development
City of Leduc
#1 Alexandra Park
Leduc, Alberta
T9E 4C4

Dear Alana:

Please find enclosed our application for funding "The Nutcracker". This new initiative is a project that we expect to do on an annual basis and are asking the City of Leduc to partner with us.

Should you have any questions please contact the writer at 780-986-2884 or stgwrks@gmail.com.

Thank you and have a great day.

Sincerely,

"Original Signed"

Darla Lemay
Artistic Director

Community Owned and Operated

City Council Hosting Grant Request

Application Form

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a Council Grant. The information is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act and may become public information. Questions regarding the collection of this information can be directed to the City Clerk at (780) 980-7177, #1 Alexandra Park, Leduc, AB, T9E 4C4.

File# _____

Application# _____

Applications must be received no less than six (6) weeks prior to the scheduled event date; however (eight) 8 weeks prior is preferred for administrative purposes. Applications will be processed as submitted.

Event Information

1. Describe the nature of the event to be hosted (include date, location and volunteer component(s):

Stageworks will present Leduc's first ever production, "The Nutcracker".
December 20th & 21st, 2018
at the Maclab Centre for the Performing Arts.

2. Select the type of event to be hosted (choose all that apply):

☐ Amateur Sport

☒ Multicultural

☐ Recreation

3. Select event geographic (choose one):

☒ Regional

☐ Provincial

☐ Inter-Provincial

☐ National

☐ International

4. Select which best describes the history of this event (choose one):

☐ Regular and ongoing

☒ New Initiative

5. Is this event a public event for City of Leduc residents to attend? (choose one)

☒ Yes

☐ No

6. How many people are expected to participate? 145

City Council Hosting Grant Request

Applicant Information

1. Select the applicant status (choose all that apply):
 - ☒ Non-profit organization
 - ☐ Local school
 - ☐ Local group affiliated with a National or Provincial entity
(name of entity: _____)
2. Has the applicant been registered or in operation for at least one year? (choose one)
 - ☒ Yes
 - ☐ No
3. Has the applicant been awarded a hosting grant within the same calendar year? (choose one)
 - ☐ Yes
 - ☒ No
4. Please give a brief description about your organization including its primary objectives:

Stageworks objectives is to provide high calibre training in the performing arts appreciating a love for dance and theatre while fostering and developing self-confidence, self-awareness, tolerance, and community responsibility through instruction and performance,

5. Organization Name: Society for Stageworks Academy of the Performing Arts
6. Name of Contact: Darla Lemay
7. Contact's Position in Organization: Artistic Director
8. Address of Contact:
 - Street: 4611 - 44th Street
 - City: Leduc
 - Province: Alberta
 - Postal Code: T9E 5T3
 - Phone (home): 780-257-0547
 - Phone (work): 780-986-2884
 - Fax: _____
 - Email: stgwrks@gmail.com

City Council Hosting Grant Request

Grant Request

1. Select the type of request (choose one):

- ☐ _____% of facility/equipment rental (attach rental agreement)
- ☐ 100 % (\$ _____)
- ☐ 75 % (\$ _____)
- ☐ 50 % (\$ _____)
- ☐ 25 % (\$ _____), or
- ☒ Defray event costs. Please indicate the amount requested: \$ 4,000.00

NOTE: Grants cannot be used toward damage deposits

2. If applicable, provide details how the grant will be allocated to defray event costs:

The amount requested will go towards special backdrops that are required for the show.

3. What is the total operating budget for your group or organization including fundraising initiatives? Please give revenue and expenditure details. Attach additional pages if necessary.

Please see attached.

4. Please provide a budget for this event. If applicable, include what facilities will be required including number of hours and cost of rental. Attach additional pages if necessary.

Please see attached.

City Council Hosting Grant Request

Application Declaration

We the undersigned do hereby declare that to the best of our knowledge this application:

1. Contains a full, current and accurate account for all matters stated herein,
2. Is made for and on behalf of the Organization by the undersigned,
3. Is in respect of a project which is in the best interests of the Organization and which has been officially approved by a majority vote as defined by the constitution of the Organization,
4. We declare that the monies will be used for the purpose the application was approved. If the event is not undertaken, the grant money will be returned, and
5. We agree to fulfill the commitments of the grant, which include submitting the required final report within one month following the completion of the event identifying the project outcome and an evaluation of the project in relation to its objectives.

If grant awarded, the cheque will be made payable to:

Name of Organization: Society for Stageworks Academy of the Performing Arts
Address of Organization: 4611 - 44th Street
Leduc, Alberta
T9E 5T3

"Original Signed"

"Original Signed"

Signature of Chairperson/President

Signature of Vice-Chair or Vice-President

November 4/18

Date

Return this completed application with all supporting material attached to:

Elana Hansen, Community Development

City of Leduc

#1 Alexandra Park

Leduc, AB, T9E 4C4

Phone: 780-980-7180

Fax: 780-980-7127

Email: ehansen@leduc.ca

Stageworks Academy of the Performing Arts				Stageworks Academy of the Performing Arts			
Budget 2018 - 2019				Budget			
Revenue		Expense		The Nutcracker			
Tuition	\$270,000.00	Wages	\$246,000.00	Income		Expense	
Grants	\$25,000.00	Teaching Supplies	\$13,000.00	Costume Rental	\$3,500.00	Backdrop	\$3,000.00
Fundraising	\$24,000.00	Office Supplies	\$16,000.00	Christmas DVD's	\$1,500.00	Maclab	\$2,000.00
Productions Profit	\$24,000.00	Insurance	\$2,000.00	Box Office	\$4,000.00	Costumes	\$22,000.00
Store	\$18,000.00	Rent & Occupancy Costs	\$9,500.00	City of Leduc	\$4,000.00	Printing	\$500.00
Advertising	\$3,000.00	Photocopier	\$8,000.00	Alberta Foundation of the Arts	\$14,000.00		
Special Events	\$3,000.00	Maintenance	\$11,000.00	Merchandise	\$500.00		
Casino	\$21,000.00	Advertising	\$9,000.00				
		Professional Fees	\$4,000.00				
		Shipping	\$4,000.00				
		Competition Fees	\$5,000.00				
		Interest and Bank Charges	\$16,000.00				
		Staff Development, Scholarships and Bursaries	\$6,000.00				
		Staff, Student and Volunteer Relations	\$5,000.00				
		Travel	\$2,500.00				
		Birthday Party Exp.	\$1,500.00				
		Fundraising Expense	\$21,000.00				
		Dance Store	\$6,500.00				
		Membership Fees	\$2,000.00				
	\$388,000.00		\$388,000.00		\$27,500.00		\$27,500.00

MEETING DATE: January 14, 2019

SUBMITTED BY: Rick Sereda, Director Public Services

PREPARED BY: Rick Sereda, Director Public Services & Shawn Tooth, Manager Utility Services

REPORT TITLE: Bylaw 978-2018 - Sewers Bylaw

REPORT SUMMARY

Bylaw 978-2018, which would repeal and replace the current Sanitary Sewer Bylaw No. 536-2003, is based on changes requested by the Alberta Capital Region Wastewater Commission (ACRWC) of all its members. It has been 6 years since the bylaw received a major rewrite. Bylaw 978-2018 significantly updates the City's current bylaw.

RECOMMENDATION

- That Bylaw 978-2018 be given First Reading.
- That Bylaw 978-2018 be given Second Reading
- That Bylaw 978-2018 be considered for Third Reading.
- That Bylaw 978-2018 be given Third Reading.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The Sewers Bylaw regulates the use of public sewers, private sewers, drains and the disposal of sewage and the discharge of sanitary sewers and waste into the City of Leduc sewage system and to provide for the levying and collection of a charge for the use of the public sewage works. Council's approval is required to incorporate the latest source control requirements that are identified in the Alberta Capital Region Wastewater Commission (ACRWC) Bylaw No. 8. As a member of ACRWC, the City of Leduc has an obligation to ensure that we comply with the Act governing the quality of wastewater accepted by the Commission. The proposed bylaw brings the City of Leduc Sewers Bylaw in line with the ACRWC Bylaw.

The significant changes are listed below:

- Permits – A sewer permit issued under the wastewater bylaw will allow us to bring utility customers back within compliance when their sewer effluent is outside allowable ranges;
- A food oil and grease separator requirement for businesses that prepare food;
- A prohibition of the release of hauled wastewater into our system without the permission of the City Manager; and
- A section on corporations and partnerships ensuring accountability.

LEGISLATION AND/OR POLICY:

Whereas pursuant to Part 2 of the Municipal Government Act, RSA 2000 c.M-26, a Council may pass bylaws for municipal purposes respecting municipal services and public utilities; and Whereas Council may provide for the enforcement of such bylaws, including creating offences, specifying penalties, empowering inspections and enabling remedies pertaining to contraventions.

CITY OF LEDUC PLANS:

This bylaw is consistent with Goal 4 of the City of Leduc 2019 -2022 Corporate Strategic Plan which speaks to regional collaboration.

IMPLICATIONS OF RECOMMENDATION

GENERAL:

Managing our wastewater begins at the source; the newly drafted bylaw will enable us to do what it takes to protect our waterways for today and into the future.

ORGANIZATIONAL:

There are no organizational implications.

POLICY:

There are no policy implications.

LEGAL:

The bylaw has been drafted in accordance with modern drafting principles and where possible plain language principles. The style of drafting will make prosecutions more effective. However, education on compliance is preferred to enforcement.

It complies with our obligations as a member of the ACRWC.

IMPLEMENTATION / COMMUNICATIONS:

The new Sewers Bylaw will be hosted on the City's website where it will be available for download and will be available in an interactive format. When a utility customer requires more information regarding one of the sections in our new simplified bylaw, a simple click of the respective section will take the customer to another document that will offer more information that is technical.

ALTERNATIVES:

Not applicable.

ATTACHMENTS:

City of Leduc Sewers Bylaw 978-2018 & Alberta Capital Region Wastewater Commission Bylaw No.8

Approval Information

(Remove any signature blocks that are not required for this report.)
(Approval Information must not appear alone on a separate page.)

Others Who Have Reviewed the Report

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

**Bylaw No. 978-2018
SEWERS BYLAW**

PAGE 1

APPROVED

As to Form

B. L.

City Solicitor

**A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO REGULATE THE
CITY OF LEDUC'S WASTEWATER SYSTEM AND STORMWATER SYSTEM**

Whereas pursuant to section 34(1) of the *Municipal Government Act*, RSA 2000, c. M-26, if the system or works of a municipal public utility that provide a municipal utility service are adjacent to a parcel of land, the municipality must, when it is able to do so and subject to any terms, costs or charges established by council, provide the municipal utility service to the parcel on the request of the owner of the parcel;

And Whereas, pursuant to section 35 of the *Municipal Government Act*, the municipality is responsible for the construction, maintenance and repair of the portion of the service connection from the main lines of the system or works to the boundary of the road or easement and the council may as a term of supplying the municipal utility service to the parcel of land make the owner responsible for the costs of the construction, maintenance and repair of the service connection from the main lines of the system or works to the boundary of the road or easement;

And Whereas, pursuant to section 37 of the *Municipal Government Act*, the owner of a parcel is responsible for the construction, maintenance and repair of a service connection of a municipal public utility located above, on or underneath the parcel;

And Whereas, pursuant to clause 2(b) of the *Alberta Capital Region Wastewater Commission Regulation*, Alta Reg 129/1985, the City of Leduc is a member of the Alberta Capital Region Wastewater Commission and the Board of Directors of has enacted a bylaw governing the quality of wastewater accepted by that Commission pursuant to section 602.04 of the *Municipal Government Act*;

Leduc City Council enacts:

PART I: PURPOSE, DEFINITIONS AND INTERPRETATION

PURPOSE

- 1 The purpose of this bylaw is to regulate the use of the sewerage system in the City of Leduc.

DEFINITIONS

- 2 In this bylaw, unless the context otherwise requires:
 - (a) "**City**" means the municipal corporation of the City of Leduc;

Bylaw No. 978-2018
SEWERS BYLAW

PAGE 2

- (b) **"City Manager"** means the Chief Administrative Officer of the City or his delegate;
- (c) **"owner"** means the person in care and control and includes the person registered under the *Land Titles Act*, RSA 2000, c. L-4 as owner in fee simple, a lessee, or any person who exercises the power and authority of ownership;
- (d) **"non-contact cooling water"** means water that is used solely for reducing temperature and does not come into contact with any material while cooling;
- (e) **"person"** means an individual, partnership, association, corporation, organization, business, cooperative, trustee, executor, administrator or legal representative;
- (f) **"premises"** means a parcel of land and any buildings situated on that land;
- (g) **"private drainage system"** means an assembly of pipes, fittings, traps and appurtenances used to convey wastewater and stormwater to the sewerage system;
- (h) **"release"** means to directly or indirectly conduct matter by spilling, discharging, depositing, disposing of, abandoning, leaking, seeping, pouring, draining, emptying, or any other means;
- (i) **"sanitary sewer"** means a sewer used for the collection and transmission of wastewater;
- (j) **"sewerage system"** means all City owned infrastructure for the collection, storage, transportation and pumping of wastewater and stormwater and includes sewers, ditches, channels, stormwater management facilities, wastewater treatment facilities, sludge treatment facilities, biosolids storage and disposal facilities;
- (k) **"storm sewer"** means a sewer used for the collection and transmission of stormwater;
- (l) **"stormwater"** means surface run off water that is the result of natural precipitation and water accumulating beneath the surface of the Earth as a result of seepage;

Bylaw No. 978-2018
SEWERS BYLAW

PAGE 3

- (m) **"wastewater"** means water discharged from a premises; and
- (n) **"watercourse"** means:
 - (i) the bed and shore of a river, stream, lake, creek, lagoon, swamp, marsh or other natural body of water, or
 - (ii) a canal, ditch, reservoir, stormwater management facility or other man-made surface drainage feature, whether or not it contains or conveys water continuously or intermittently.

RULES FOR INTERPRETATION

- 3 The marginal notes and headings in this bylaw are for reference purposes only.

PART II – CONNECTIONS

PRIVATE DRAINAGE SYSTEM

- 4 The owner of a premises shall maintain a private drainage system in a sanitary condition.

CONNECTION PERMIT

- 5 No person shall connect to or alter the sewerage system, unless a permitted to do so by the City Manager.

SANITARY CONNECTION REQUIRED

- 6 The owner of a premises abutting a City right-of-way in which there is a sanitary sewer shall apply to the City Manager to have the private drainage system connected to the sanitary sewer prior to occupancy of the premises.

NEW SANITARY SERVICE

- 7 When the City Manager provides notice to an owner that a sanitary sewer is newly available in the City right-of-way abutting the owner's premises, the owner shall connect the private drainage system to the sewerage system in the manner directed by the City Manager.

Bylaw No. 978-2018
SEWERS BYLAW

PAGE 4

STORM SEWER CONNECTION

- 8 The owner of a premises shall connect any private drainage system that exclusively conveys stormwater to the storm sewer when required to do by the City Manager.

ABANDONMENT

- 9 The owner of a premises where the private drainage system has been, or will be, abandoned shall cap the private drainage system in a manner acceptable to the City Manager.

ACCESS POINT

- 10 The owner of a premises shall install an access point to the private drainage system on the premises in the manner specified by the City Manager when:
- (a) the private drainage system is constructed;
 - (b) the private drainage system is redeveloped; or
 - (c) when required to do by the City Manager.

SCREENING AND PRETREATMENT

- 11 The owner of a premises shall install screens or pretreatment facilities within the private drainage system for the premises when required to do so by the City Manager, in the manner specified by the City Manager.

FOOD OIL AND GREASE INTERCEPTORS

- 12 The owner of any premises in which there is commercial or institutional food preparation shall provide an oil and grease interceptor on all pipes that connect directly or indirectly to the sewerage system.

EQUIPMENT OIL AND GREASE INTERCEPTORS

- 13 The owner of any premises in which vehicles or equipment are serviced, repaired, disassembled or washed shall provide an oil and grease interceptor on all pipes that connect directly or indirectly to the sewerage system.

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SEWERS BYLAW

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SEDIMENT INTERCEPTORS

- 14 The owner of any premises from which sediment may enter the sewerage system shall provide a sediment separator on all pipes that connect directly or indirectly to the sewerage system.

DENTAL AMALGAM SEPARATOR

- 15 (1) The owner of any premises in which a dental facility is located shall install a dental amalgam separator on all pipes that may release dental amalgam waste directly or indirectly to the sewerage system.

(2) This section does not apply to:

- (a) dental facilities that practice exclusively orthodontics and dentofacial orthopaedics, oral and maxillofacial surgery, oral medicine and pathology, or periodontics; or
- (b) any premises that has been exempted by the City Manager.

ACCESS POINTS AND INTERCEPTOR MAINTENANCE

- 16 All access points, interceptors or separators required by this bylaw shall be:

- (a) readily accessible; and
- (b) installed, maintained, and cleaned in accordance with the manufactures instructions, or as directed by the City Manager.

PART III - RELEASES

NO WATERCOURSE RELEASE

- 17 No person shall release or cause or permit the release of wastewater into any watercourse, except as permitted by this bylaw.

WASTEWATER PERMIT

- 18 No person shall release or cause or permit the release of any wastewater into the sanitary sewer, unless permitted to do so by the City Manager.

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NO PROHIBITED WASTE

- 19 No person shall release or cause or permit the release of any prohibited waste, as set out in Schedule "A", into the sewerage system.

NO RESTRICTED WASTE

- 20 No person shall release or cause or permit the release of any restricted waste, as set out in Schedule "B" and Schedule "C", into the sewerage system.

OVERSTRENGTH SURCHARGE

- 21 Notwithstanding section 20, a person may release restricted waste over the limits set in Schedule "B" and Schedule "C" if that person:
- (a) is permitted to do so by the City Manager; and
 - (b) pays the overstrength surcharge set out in the *Fees Bylaw*.

NO STORMWATER IN SANITARY SEWER

- 22 No person shall release or cause or permit the release of stormwater or non-contact cooling water into a sanitary sewer, unless permitted to do so by the City Manager.

STORMWATER RELEASE

- 23 The owner of a premises shall ensure that all stormwater released from the premises:
- (a) is released to the storm sewer, if permitted to do by the City Manager; or
 - (b) flows freely toward a City right-of-way adjacent to the premises and does not create any hazardous conditions.

HAULED WASTEWATER

- 24 No person shall release or cause or permit the release of wastewater transported by truck, unless permitted to by the City Manager.

NO DILUTION

- 25 No person shall dilute wastewater in order to enable the release of that wastewater in accordance with this bylaw.

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NO UNSANITARY MATTER

- 26 No person shall deposit or permit to be deposited on any land any matter that, in the opinion of the City Manager, is unsanitary.

REPORTING

- 27 (1) Any person who releases or causes or permits the release of any matter prohibited in this bylaw shall, immediately after becoming aware of the release:

- (a) notify
 - (i) the City Manager,
 - (ii) the Alberta Capital Region Wastewater Commission,
 - (iii) the owner of the premises from which the release originated, if known, and
 - (iv) any other person who may be directly affected by the release,
- (b) take all reasonable steps to contain and control the release, and
- (c) if the release is likely to pose a threat to public health or safety, immediately contact emergency services.

- (2) The notification of the City Manager and Alberta Capital Region Wastewater Commission shall include:

- (a) the name of the person causing or permitting the release;
- (b) the location of the release;
- (c) the name and contact information of the person reporting the release;
- (d) the date and time of the release;

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- (e) the type of material released and any associated hazards;
- (f) the volume of material released; and
- (g) any corrective action taken or anticipated to control the release.

PART IV - ENFORCEMENT

OFFENCE

- 28 A person who contravenes this bylaw is guilty of an offence.

CONTINUING OFFENCE

- 29 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues and a person guilty of such an offence is liable to a fine in an amount not less than that established in this bylaw for each such day.

VICARIOUS LIABILITY

- 30 For the purposes of this bylaw, an act or omission by an employee or agent of a person is deemed also to be an act or omission of the person if the act or omission occurred in the course of the employee's employment with the person, or in the course of the agent exercising the powers of or performing duties on behalf of the person under their agency relationship.

OWNER LIABLE

- 31 In addition to any other person, the owner of a premises is liable for all offences committed on that premises.

CORPORATIONS AND PARTNERSHIPS

- 32 (1) When a corporation commits an offence under this bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.

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- (2) If a partner in a partnership is guilty of an offence under this bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

FINES AND PENALTIES

- 33 (1) A person who is guilty of an offence is liable to a fine in an amount not less than that established in this section, and not exceeding \$10,000, and to imprisonment for not more than six months for non-payment of a fine.

- (2) Without restricting the generality of subsection (1), the following fine amounts are established for use on violation tickets if a voluntary payment option is offered:

- (a) \$2,000 for any offence for which a fine is not otherwise established in this section;
- (b) \$500 for any offence under sections 8 or 22; and
- (c) \$100 for any offence under section 23.

MUNICIPAL TAG

- 34 If a municipal tag is issued in respect of an offence the municipal tag must specify the fine amount established in this bylaw for the offence.

PAYMENT IN LIEU OF PROSECUTION

- 35 A person who commits an offence may, if a municipal tag is used in respect of the offence, pay the fine amount established by section 34, and if the amount is paid on or before the date specified on the municipal tag, the person will not be prosecuted for the offence.

VIOLATION TICKET

- 36 If a violation ticket is issued in respect of an offence, the violation ticket may:
- (a) specify the fine amount established in section 34 for the offence; or
 - (b) require the person charged to appear in court without the alternative of making a voluntary payment.

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VOLUNTARY PAYMENT

37 A person who commits an offence may:

- (a) if a violation ticket is issued in respect of the offence; and
- (b) if the violation ticket specifies the fine amount established in section 34 for the offence;

make a voluntary payment equal to the specified fine.

ORDER TO COMPLY

38 (1) If the City Manager believes, on reasonable grounds, that a person is contravening any provision of this bylaw, the City Manager may, by written order, require any person responsible for the contravention to remedy it.

(2) The order may:

- (a) direct a person to stop doing something or to change the manner in which the person is doing it;
- (b) direct a person to take any actions or measures necessary to remedy the contravention of the bylaw and, if necessary, to prevent a re-occurrence of the contravention;
- (c) state a time within which the person must comply with the directions;
- (d) state that if the person does not comply with the directions within a specified time, the City will take the action or measure.

(3) A person named in and served with an order issued pursuant to this section shall comply with any action of measure required to be taken within the time specified.

(4) An order issued pursuant to this section may be served:

- (a) in the case of an individual:
 - (i) by serving it personally to the individual;

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- (ii) by leaving it for the individual at their apparent place of residence with someone who appears to be 18 years of age; or
 - (iii) by mail addressed to the individual at their apparent place of residence or at any address for the individual on the tax roll of the City or at the Land Titles registry; and
- (b) in the case of a corporation:
 - (i) by delivering it personally to any director or officer of the corporation;
 - (ii) by delivering it personally a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or
 - (iii) by mail addressed to the registered office of the corporation.

ADDITIONAL COSTS

39 In addition to any fines, or other penalties, the City may collect:

- (a) from the owner of a premises, the cost of any sewer work performed by the City on that premises;
- (b) from a person who has damaged the sewerage system, the cost the City incurs in repairing that damage; and
- (b) from a person who has contravened this bylaw, all costs incurred by the City as a result of that contravention.

OBSTRUCTION

40 A person shall not obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this bylaw.

PART V - GENERAL

POWERS OF THE CITY MANAGER

41 Without restricting any other power, duty or function granted by this bylaw the City Manager may:

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- (a) carry out any inspections necessary to determine compliance with this bylaw;
- (b) take any steps or carry out any actions necessary to enforce this bylaw;
- (c) take any steps or carry out any actions necessary to remedy a contravention of this bylaw;
- (d) establish areas or instances where activities restricted by this bylaw are permitted;
- (e) establish forms for the purposes of this bylaw;
- (f) issue permits with such terms and conditions as are deemed appropriate;
- (g) establish the criteria to be met for a permit pursuant to this bylaw;
- (h) disconnect any access to the sewerage system if:
 - (i) a property appears abandoned,
 - (ii) a person fails to comply with this bylaw, or
 - (iii) there is a threat to human health or the integrity of the sewerage system; and
- (i) delegate any powers, duties or functions under this bylaw to an employee of the City.

SAMPLING

- 42 Any sampling required to establish an offence may be conducted manually or automatically and may use additives for preservation.

TESTING

- 43 All tests, measurements, analyses and examinations shall be carried out in accordance with "Standard Methods" by a laboratory that is properly accredited.

CERTIFIED COPY OF RECORD

- 44 A copy of a record of the City, certified by the City Manager as a true copy of the original, shall be admitted in evidence as *prima facie*

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proof of the facts stated in the record without proof of the appointment or signature of the person signing it.

PERMITS

- 45 (1) A person to whom a permit has been issued pursuant to this bylaw, and any person carrying out an activity otherwise regulated, restricted or prohibited by this bylaw pursuant to such permit, shall comply with any terms or conditions forming part of the permit.
- (2) A person shall not make any false or misleading statement or provide any false or misleading information to obtain a permit pursuant to this bylaw.
- (3) If any term or condition of a permit issued pursuant to this bylaw is contravened or if a false or misleading statement or false or misleading information was provided to obtain the permit, the City Manager may immediately cancel the permit.
- (4) A person shall immediately produce a permit issued pursuant to this bylaw when requested to do so by a peace officer.

PROOF OF PERMIT

- 46 The onus of proving a permit or approval has been issued in relation to any activity otherwise regulated, restricted or prohibited by this bylaw is on the person alleging the existence of such a permit on a balance of probabilities.

FEES

- 47 Fees for use of the sewerage system are as set out in the *Fees Bylaw* and may be calculated based on the averages of available sampling, or estimates of use, if necessary.

REPEAL

- 48 Bylaw 536-2003 is repealed.

EFFECTIVE DATE

- 49 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 _____, 2019.

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READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____, 2019.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS ____ DAY OF _____, 2019.

Bob Young
MAYOR

Sandra Davis
CITY CLERK

Date Signed

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Schedule A

PROHIBITED WASTE

The following matter is prohibited from the sewerage system or any watercourse:

- 1 Any matter at a concentration that may cause a hazard to human health.
- 2 Any matter that may become a hazard to persons, property, animals, or the environment.
- 3 Any matter that may interfere with the proper operation of the sewerage system.
- 4 Wastewater containing two or more separate layers.
- 5 Wastewater having a:
 - (a) temperature greater than 75 degrees Celsius; or
 - (b) a pH less than 6.0 or greater than 10.5.
- 6 Any matter capable of creating air pollution.
- 7 Effluent from an industrial garbage grinder.
- 8 A hazardous substance, as set out in the *Waste Control Regulation*, Alta Reg 192/1996.
- 9 Any substance or mixture of substances, other than a pesticide, that exhibits characteristics of flammability, corrosivity, reactivity or toxicity.
- 10 Any liquid with a flash point of not less than 37.8 degrees Celsius and not more than 93.3 degrees Celsius.
- 11 Biomedical waste as defined in the *Waste Control Regulation*, Alta Reg 192/1996, including but not limited to:
 - (a) human anatomical waste,
 - (b) animal waste,
 - (c) untreated microbiological waste,
 - (d) waste sharps, or
 - (e) untreated human blood or other bodily fluid known to contain any human pathogen in Risk Group 4, as defined in the *Human Pathogens and Toxins Act*, SC 2009, c. 24.

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- 12 Specified risk material, as defined in the *Fertilizers Regulations*, CRC, c. 666.
- 13 Dyes or other colouring materials that are unlikely to be removed by the sewerage system.
- 14 Any ignitable substance intended for use as fuel, including but not limited to:
 - (a) alcohol;
 - (b) gasoline;
 - (c) naphtha;
 - (d) diesel fuel; and
 - (e) fuel oil.
- 15 Ignitable waste, including substances that:
 - (a) are liquid, other than an aqueous solution containing less than 24 percent alcohol by volume, and having a flash point less than 93 degrees Celsius, as determined by the Tag Closed Cup Tester (ASTM D-56-97a), the Setaflash Closed Cup Tester (ASTM D-3828-97 or ASTM D-3278-96e1), the Pensky-Martens Closed Cup Tester (ASTM D-93-97), or as determined by an equivalent test method;
 - (b) are solid and capable, under standard temperature and pressure, of causing fire through friction, absorption of moisture or spontaneous chemical changes and, when ignited, burn so vigorously and persistently that they create a danger;
 - (c) are ignitable compressed gases; or
 - (d) are oxidizing substances.
- 16 Human pathogens or toxins, as those terms are defined in the *Human Pathogens and Toxins Act*, SC 2009, c. 24.
- 17 Monochlorinated biphenyl, polychlorinated biphenyl, or any mixture containing either of those substances.
- 18 A pest control product, as defined in the *Pest Control Products Act*, SC 2002, c. 28.
- 19 Any matter that is normally unstable and readily undergoes violent changes without detonating.

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- 20 Any matter that reacts violently with water, including but not limited to:
- (a) matter that is potentially explosive when heated under confinement or subjected to a strong initiating force;
 - (b) matter that is potentially explosive at standard temperature or pressure;
 - (c) matter that potentially generates toxic gases, vapours, or fumes in a quantity sufficient to present danger to human health or the environment;
 - (d) cyanide or sulphide bearing waste which, when exposed to pH conditions between 2 and 12.5, can generate toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment; and
 - (e) an explosive, as defined in the *Explosives Act*, RSC 1985, c. E-17.
- 21 Substances determined to be toxic pursuant to the *Canadian Environmental Protection Act*, 1999, SC 1999.
- 22 Radioactive substances that would be prohibited from release pursuant to the *Nuclear Safety and Control Act*, SC 1997, c. 9.
- 23 Solid or viscous substances capable of obstructing the flow of material through the sewerage system, including but not limited to:
- (a) agricultural waste;
 - (b) animals parts or tissues;
 - (c) ashes;
 - (d) asphalt;
 - (e) bones;
 - (f) cement based products;
 - (g) cinders;
 - (h) feathers;
 - (i) garbage;
 - (j) gardening wastes;
 - (k) glass;
 - (l) metal;
 - (m) mud;
 - (n) paper and paper based products;
 - (o) paunch manure;
 - (p) plastics;
 - (q) rags or cloth;
 - (r) rock;
 - (s) sand;

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- (t) sharps;
 - (u) soil;
 - (v) straw;
 - (w) shavings;
 - (x) tar;
 - (y) wash water from equipment used in the preparation of cement; and
 - (z) wood and sawdust or wood shavings.
- 24 water from a swimming pool having a volume of 100 cubic meters or more.

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SCHEDULE "B"

RESTRICTED WASTE FOR SANITARY SEWERS

The following matter is restricted in the sanitary sewer when it appears at concentration levels greater than or equal to the following:

CONVENTIONAL CONTAMINANTS

1	Biochemical Oxygen Demand	10,000 mg/L
2	Chemical Oxygen Demand	20,000 mg/L
3	Nitrogen, Total Kjeldahl	500 mg/L
4	Oil and Grease, Total	500 mg/L
5	Phosphorus, total	200 mg/L
6	Suspended Solids	5,000 mg/L

INORGANIC CONTAMINANTS

7	Aluminum (Al)	50.0 mg/L
8	Arsenic (As)	1.0 mg/L
9	Boron (B)	30.0 mg/L
10	Cadmium (Cd)	0.10 mg/L
11	Chlorine (Free) (Cl ₂)	5.0 mg/L
12	Chromium (Hexavalent) (Cr ⁺⁶)	2.0 mg/L
13	Chromium, Total (Cr)	4.0 mg/L
14	Cobalt (Co)	5.0 mg/L
15	Copper (Cu)	2.0 mg/L
16	Cyanide (CN)	2.0 mg/L
17	Fluoride (F ⁻)	10.0 mg/L
18	Lead (Pb)	1.0 mg/L
19	Mercury (Hg)	0.10 mg/L
20	Molybdenum (Mo)	5.0 mg/L
21	Nickel (Ni)	4.0 mg/L
22	Selenium (Se)	1.0 mg/L
23	Silver (Ag)	5.0 mg/L
24	Sulphate (SO ₄ ²⁻)	1500.0 mg/L
25	Sulphide (S ²⁻)	1.0 mg/L
26	Sulphide (S ⁼)	3.0 mg/L
27	Thallium (Tl)	1.0 mg/L
28	Zinc (Zn)	2.0 mg/L

ORGANIC CONTAMINANTS

29	Benzene	0.5 mg/L
30	Carbon tetrachloride	0.20 mg/L
31	Chloroform	0.20 mg/L
32	Ethylbenzene	0.5 mg/L
33	Hydrocarbons	100 mg/L

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34	Pentachlorophenols	0.20 mg/L
35	Phenols, Total (or phenolic compounds)	1.0 mg/L
36	Toluene	0.5 mg/L
37	Xylene	0.5 mg/L

PHYSICAL PARAMETERS

38	Flashpoint	60.5° C
39	Lower Explosive Limit (LEL) in headspace	10%
40	pH	6.0 – 11.5
41	Temperature	60° C
42	Dye or colouring material	500 true colour units
43	Radioactive substances prohibited from release pursuant to the <i>Nuclear Safety and Control Act</i> , SC 1997, c. 9.	

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SCHEDULE "C"

RESTRICTED WASTE FOR STORM SEWERS

The following matter is restricted in the storm sewer when it appears at concentration levels greater than or equal to the following:

CONVENTIONAL CONTAMINANTS

1	Biochemical Oxygen Demand	20 mg/L
2	Chemical Oxygen Demand	60 mg/L
3	Oil and Grease	15 mg/L
4	Suspended Solids.....	20 mg/L
5	Fecal coliforms.....	100 C.F.U./100 ml

INORGANIC CONSTITUENTS

6	Arsenic (As)	0.50 mg/L
7	Cadmium (Cd)	0.013mg/L
8	Chlorine (free) (Cl ₂)	0.20 mg/L
9	Chromium (Cr)	0.020 mg/L
10	Copper (Cu)	0.030 mg/L
11	Cyanide (CN)	0.050 mg/L
12	Fluoride (F-)	1.5 mg/L
13	Lead (Pb).....	0.040 mg/L
14	Mercury (Hg)	0.001 mg/L
15	Phosphorous (P)	0.50 mg/L
16	Selenium (Se)	0.010 mg/L
17	Silver (Ag)	0.001 mg/L
18	Thallium (Tl)	0.010 mg/L
19	Zinc (Zn)	0.30 mg/L

ORGANIC COMPOUNDS

20	Benzene	0.020 mg/L
21	Carbon tetrachloride	0.020 mg/L
22	Chloroform	0.020 mg/L
23	Ethylbenzene	0.020 mg/L
24	Phenols, Total (or phenolic compounds)....	0.010 mg/L
25	Toluene	0.5 mg/L
26	Xylene	0.5 mg/L

PHYSICAL PARAMETERS

27	pH	6.0 – 10.5
28	Temperature	75° C
29	Dye or colouring material	50 true colour units
30	Foaming.....	no more than 5m minutes

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- 31 Radioactive substances prohibited from release pursuant to the *Nuclear Safety and Control Act*, SC 1997, c 9.

**BEING A BY-LAW OF THE BOARD OF DIRECTORS OF THE ALBERTA CAPITAL REGION
WASTEWATER COMMISSION GOVERNING THE QUALITY OF THE WASTEWATER ACCEPTED BY
THE COMMISSION**

WHEREAS THE ALBERTA CAPITAL REGION WASTEWATER COMMISSION (hereinafter be referred to as ACRWC) has been established by the Lieutenant Governor in Council under Alberta Regulation 129/85 made pursuant to Part 15.1 of the Municipal Government Act (Alta); RSA 2000, c. M-26 and

WHEREAS the Board of Directors of ACRWC has been duly appointed pursuant to s. 602.04(3)(b) of the said Act and the Board of Directors now wishes to make a By-Law pursuant to s. 602.07(3) of the said Act governing the quality of wastewater accepted by ACRWC;

NOW THEREFORE BE IT ENACTED as a By-Law of the Board of Directors of ACRWC as follows:

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INTRODUCTION

This Bylaw outlines controls for the discharge of pollutants to the sewer system. The objectives of the Bylaw are to:

- Protect the sewer system from corrosion, other damage and obstruction.
- Protect the wastewater treatment plant process from upset.
- Protect the public, ACRWC's and municipal workers and property from hazardous conditions (such as explosions).
- Assist optimum wastewater system efficiency by preventing uncontaminated water from entering the system
- Protect wastewater sludge and biosolids quality.
- Protect the environment from contaminants that are not removed by ACRWC's Wastewater Treatment Plant or EPCOR's Gold Bar Wastewater Treatment Plant.
- Assist ACRWC and its Member Municipalities in maintaining compliance with the operating conditions established by the province of Alberta

1. DEFINITIONS

ACCREDITED LABORATORY – Any laboratory accredited by an authorized accreditation body in accordance with a standard based on "*CAN-P-1585: Requirements for the Accreditation of Environmental Testing Laboratories*" established by the Standards Council of Canada, as amended, or "*ISO/IEC/EN 17025: General Requirements for Competence of Calibration and Testing Laboratories*" established by the International Organization for Standardization, as amended.

ACRWC – Alberta Capital Region Wastewater Commission

ADDITIONAL OVERSTRENGTH SURCHARGE - The rate per kilogram per cubic meter of water consumed and charged to a user who releases wastewater to the wastewater works that exceeds one or more constituent concentrations set out in Column B of Schedule "C".

BEST MANAGEMENT PRACTICES (BMP) — An integrated plan to control and reduce the release of restricted and prohibited waste into the wastewater works to a practicable extent, through methods including physical controls, pretreatment processes, operational procedures and staff training.

BIOCHEMICAL OXYGEN DEMAND (BOD) – The five-day BOD which is the determination of the molecular oxygen utilized during a five-day incubation period for the biochemical degradation of organic material (carbonaceous demand), and the oxygen used to oxidize inorganic material such as sulphides and ferrous iron, and the amount of oxygen used to oxidize reduced forms of nitrogen (nitrogenous demand) as determined by the appropriate procedure in Standard Methods.

BIOMEDICAL WASTE – Biomedical waste as defined in the Province of Alberta's Waste Control regulation, as amended from time to time.

BLOWDOWN WATER – Recirculating water that is discharged from a cooling or heating water system for the purpose of controlling the level of water in the system or for the purpose of discharging from the system materials contained in the system, the further build-up of which would or might impair the operation of the system.

CHEMICAL OXYGEN DEMAND (COD) – A measure of the capacity of water to consume oxygen as a result of oxidation of inorganic chemicals and decomposition of organic matter.

CLEAR-WATER WASTE – Includes non-contact cooling water and other water that has not come into contact with wastewater contaminant sources.

CODE OF PRACTICE - a set of practices applicable to specific industrial, commercial or institutional sector operations; a code of practice identifies mandatory procedures, equipment, training or other provisions required as a condition of wastewater discharge into the wastewater works system by the specified sector discharger. A code of practice may be included in approved Best Management Practices.

COMBUSTIBLE LIQUID – A liquid that has a flash point not less than 37.8 degrees Celsius and not greater than 93.3 degrees Celsius.

COMPLIANCE PROGRAM – The necessary steps undertaken by a discharger to bring wastewater discharged into the wastewater works into compliance with the terms and conditions of this Bylaw or related permit. Compliance programs are applicable to existing dischargers only; new discharges must fully comply with the requirements of this bylaw.

COMPOSITE SAMPLE – A volume of wastewater, storm water, uncontaminated water, clear-water or effluent made up of four or more grab samples that have been combined automatically or manually and taken at intervals during a sampling period.

CONNECTION or DRAIN – That part or those parts of any pipe or system of pipes leading directly to a wastewater works.

COOLING WATER – Water that is used in a process for the purpose of removing heat and that has not, by design, come into contact with any raw material, intermediate product, waste product or finished product, but does not include blowdown water.

DENTAL AMALGAM – A dental filling material consisting of an amalgam of mercury, silver and other materials such as copper, tin or zinc.

DENTAL AMALGAM SEPARATOR – Any technology, or combination of technologies, designed to separate dental amalgam particles from dental operation wastewater.

DESIGNATED SECTOR OPERATIONS – means industrial, commercial or institutional sectors required to adopt Codes of Practice approved by ACRWC.

DESIGNATED SEWER OFFICER – The person appointed by the Municipality, and his or her successors or his or her duly authorized representative. (Note the Designated Sewer Officer may hold the position of General Manager, City Manager, Inspector or other position suitable to the organization of the Municipality.)

DOMESTIC WASTEWATER – Sanitary waste produced on residential premises, or sanitary waste and wastewater from sanitary facilities produced on a non-residential property.

EFFLUENT – liquid flowing out of a facility or premises into a sewer.

FLASHPOINT – The temperature at which enough vapour collects on the surface of a liquid to become flammable. The lower the flashpoint, the more flammable the material is.

FLOW MONITORING POINT – An access place to the private sewer connection for the purpose of:

- A. Measuring the rate or volume of wastewater, storm water, clear water waste or subsurface water released from the premises; and
- B. Collecting representative samples of the wastewater, storm water, clear water waste or subsurface water released from the premises.

FUELS – Alcohol, gasoline, naphtha, diesel fuel, fuel oil or any other ignitable substance intended for use as a fuel.

GRAB SAMPLE – A volume of wastewater, storm water, uncontaminated water or effluent which is collected over a period not exceeding 15 minutes.

GROUND WATER – Water beneath the earth's surface accumulating as a result of seepage.

HAULED WASTE – Any industrial waste which is transported to and deposited into any location in the wastewater works, excluding hauled wastewater.

HAULED WASTEWATER – Waste removed from a collection system, including a cesspool, a septic tank system, a privy vault or privy pit, a chemical toilet, a portable toilet or a wastewater holding tank.

HAZARDOUS SUBSTANCES:

- A. Any substance or mixture of substances, other than a pesticide, that exhibits characteristics of flammability, corrosivity, reactivity or toxicity; and
- B. Any substance that is designated as a hazardous substance within the meaning of the Province of Alberta's Waste Control Regulation 192/1996 as amended from time to time.

HAZARDOUS WASTE – Any Hazardous Substance disposed of as waste.

IGNITABLE WASTE – A substance that:

- A. Is a liquid, other than an aqueous solution containing less than 24 percent alcohol by volume, and has a flash point less than 93 degrees Celsius, as determined by the Tag Closed Cup Tester (ASTM D-56-97a), the Setaflash Closed Cup Tester (ASTM D-3828-97 or ASTM D-3278-96e1), the Pensky-Martens Closed Cup Tester (ASTM D-93-97), or as determined by an equivalent test method;
- B. Is a solid and is capable, under standard temperature and pressure, of causing fire through friction, absorption of moisture or spontaneous chemical changes and, when ignited, burns so vigorously and persistently that it creates a danger;
- C. Is an ignitable compressed gas as defined under federal or provincial regulation as appropriate for the Member Municipality, as amended; or
- D. Is an oxidizing substance as defined under federal or provincial regulation as appropriate for the Member Municipality, as amended.

INDUSTRIAL – Of or pertaining to manufacturing, commerce, trade, business or institutions as distinguished from domestic or residential.

INDUSTRY – Any owner or operator of industrial, commercial or institutional premises from which there is a discharge of any matter directly or indirectly into a sanitary sewer, combined sewer or storm sewer of a Member Municipality, the City of Edmonton, or ACRWC.

INSPECTOR – A person authorized by ACRWC and/or Member Municipality to carry out observations and inspections and take samples as prescribed by this bylaw.

INSTITUTION – A facility, usually owned by a government, operated for public purposes, such as schools, universities, medical facilities (hospitals, nursing stations, nursing homes), museums, prisons, government offices, military bases. Some of these facilities produce non-residential discharges to sewers from, for example, laboratories, chemical use, or industrial processes.

LOWER EXPLOSIVE LIMIT (LEL) – The concentration of a gas or vapour in the air. Below the LEL, there is not enough vapour in the air to fuel a fire.

MATTER – Includes any solid, liquid or gas.

MEMBER MUNICIPALITIES – Those municipalities who are members of ACRWC.

MONITORING ACCESS POINT – An access point, such as a chamber, in a private sewer connection to allow for observation, sampling and flow measurement of the wastewater, uncontaminated water or storm water therein.

MUNICIPAL SEWER CONNECTION – That part of any drain leading from the private sewer connection and connected to the municipal sewer and located within the limits of the public road allowance, or other public lands or public land interests held for sewerage purposes.

MULTIPLE MUNICIPAL SEWER CONNECTION – A municipal sewer connection providing service to two or more premises.

NON-CONTACT COOLING WATER – Water which is used to reduce temperature for the purpose of cooling and which does not come into direct contact with any raw material, intermediate or finished product other than heat.

NON-DOMESTIC WASTEWATER – All Wastewater except Domestic Wastewater, Uncontaminated Water, and Septic Tank Waste.

OIL AND GREASE – *n*-Hexane extractable matter as described in Standard Methods.

OIL – WATER SEPARATOR - A three-stage oil-water separator that meets the Standard for Oil-Water Separators (ULC-S656-14) prepared by Underwriters' Laboratories of Canada or the equivalent oil-water separation technology able to achieve an effluent quality of 100 mg/L of oil and grease (mineral-synthetic/hydrocarbons) or less.

OVERSTRENGTH – Wastewater released to a sewer that is higher in concentration for one or more constituent concentrations set out in Column A of Schedule "C" of this Bylaw.

OVERSTRENGTH SURCHARGE - The rate per kilogram per cubic meter of water consumed and charged to a user who releases wastewater to the sewer that exceeds one or more constituent concentrations set out in Column A of Schedule 'C'.

PATHOLOGICAL WASTE – Pathological waste within the meaning of the Canadian Human Pathogens and Toxins Act, as amended.

PCBs – Any monochlorinated or polychlorinated biphenyl or any mixture of them or mixture that contains one or more of them.

PERSON — An individual, association, partnership, corporation, municipality or an agent or employee of such a person.

PESTICIDE – A pesticide regulated under the Canadian Pests Control Products Act and the Province of Alberta's Pesticide (Ministerial) Regulation and Pesticide Sales, Handling, Use and Application Regulation, all as amended.

PRETREATMENT – The reduction, elimination or alteration of matter in wastewater prior to discharge into the wastewater works . This reduction or alteration can be obtained by physical, chemical, or biological processes, through pollution prevention, or by other means, except by diluting the concentration of the pollutants.

PRETREATMENT PROCESSES – one or more treatment processes or devices designed to remove sufficient matter from wastewater discharged into the municipal sewer connection to enable compliance with effluent limits established in this Bylaw. Pretreatment processes prevent or reduce and control the discharge or deposit of matter from the discharger's premises into the municipal sewer connection.

PRIVATE SEWER CONNECTION/PRIVATE DRAINAGE SYSTEM – That part of any drain or system of drains, including drains or subsurface drainage pipe for surface or subsurface drainage of the land in or adjacent to a building, lying within the limits of the private lands and leading to a municipal sewer connection, the maintenance of which is the property owner's responsibility.

PROHIBITED WASTE – means prohibited waste as defined in Schedule 'A' of this Bylaw.

REACTIVE WASTE – A substance that:

- A. Is normally unstable and readily undergoes violent changes without detonating;
- B. Reacts violently with water;
- C. Forms potentially explosive mixtures with water;
- D. When mixed with water, generates toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment;
- E. Is a cyanide or sulphide bearing waste which, when exposed to pH conditions between 2 and 12.5, can generate toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment;
- F. Is capable of detonation or explosive reaction if it is subjected to a strong initiating source or if heated under confinement;
- G. Is readily capable of detonation or explosive decomposition or reaction at standard temperature and pressure; or
- H. Is an explosive as defined in the regulations under the Canadian Explosives Act, as amended.

RESTRICTED WASTE – means restricted waste as defined in Schedule 'B' of this Bylaw.

SAMPLING PORT – A valve, tap, or similar device on equipment, a drain pipe or at another suitable location, to allow for sampling, consistent with technical guidelines that the ACRWC and/or Member Municipality may establish from time to time.

SANITARY SEWER – A sewer for the collection and transmission of domestic or industrial wastewater or any combination thereof.

SEPTIC TANK WASTE – any Waste extracted from a cesspool, septic tank, sewage holding tank, seepage pit, interceptor or other containment for human excretion and wastes.

SEWER – A pipe, conduit, drain, open channel or ditch for the collection and transmission of wastewater, storm water or uncontaminated water, or any combination thereof.

SPILL – A direct or indirect discharge into the wastewater works, storm sewer or the natural environment which is abnormal in quantity or quality in light of all the circumstances of the discharge.

STORM SEWER – A sewer for the collection and transmission of uncontaminated water, storm water, drainage from land or from a watercourse or any combination.

STORM WATER – The water running off the surface of a drainage area during and immediately after a period of rain or snow melt.

SUBSURFACE DRAINAGE PIPE – A pipe that is installed underground to intercept and convey subsurface water, and includes foundation drain pipes.

SUBSURFACE WATER – Groundwater including foundation drain water.

STANDARD METHODS – A procedure or method set out in *Standard Methods for the Examination of Water and Wastewater* published jointly by the American Public Health Association, American Water Works Association and the Water Environment Federation, recent or latest edition or approved in writing by ACRWC.

TOTAL SUSPENDED SOLIDS (TSS) – Insoluble matter in liquid that is removable by filtration, as determined by the appropriate procedure described in Standard Methods.

TOXIC SUBSTANCE – any substance defined as toxic under the *Canadian Environmental Protection Act 1999*, as amended from time to time and within the meaning of Alberta's Waste Control Regulation, as amended from time to time.

UNCONTAMINATED WATER – Water with a level of quality which is typical of potable water normally supplied by a Member Municipality.

WASTE DISPOSAL SITE LEACHATE – The liquid containing dissolved or suspended contaminants which emanates from waste (solid waste or garbage) and is produced by water percolating through waste or by liquid in waste.

WASTE RADIOACTIVE SUBSTANCES – Substances defined in the federal *Nuclear Safety and Control Act* and the regulations passed thereunder, as amended.

WASTEWATER – means the composite of water and water-carried wastes from residential, commercial, industrial or institutional premises or any other source.

WASTEWATER SLUDGE – Solid material recovered from the wastewater treatment process.

WASTEWATER TREATMENT FACILITY – Any structure or thing used for the physical, chemical, biological or radiological treatment of wastewater, and includes sludge treatment, wastewater sludge storage and disposal facilities.

WASTEWATER DISCHARGE PERMIT - A permit issued by ACRWC which will govern the discharge of non-domestic waste and hauled wastewater into a sewer.

WASTEWATER WORKS – Any works for the collection, transmission, treatment and disposal of wastewater, or any part of such works, but does not include plumbing or other works to which the applicable Building Code applies. Wastewater works, sanitary sewer and sewer in this Bylaw refer to the Works owned by ACRWC, those owned by the Member Municipalities, and those owned by the City of Edmonton which direct wastewater to ACRWC facilities pursuant to the Regional Exchange Agreement entered in 2008.

WATERCOURSE – An open channel, ditch or depression, either natural or artificial, in which flow of water occurs either continuously or intermittently.

2. SANITARY SEWER REQUIREMENTS

- (1) No person shall release, or permit the release of, any matter into the sanitary sewer or wastewater works except:
 - (a) Domestic wastewater;
 - (b) Non-domestic wastewater that complies with the requirements of this Bylaw;
 - (c) Hauled wastewater, including septage, that complies with the requirements of this Bylaw, or where a Wastewater Discharge Permit has been issued by ACRWC;
 - (d) Storm water, Clear-water waste, Subsurface water or other matter where a Wastewater Discharge Permit has been issued by ACRWC.
- (2) No person shall release, or permit the release of, any prohibited substance listed in Schedule 'A' of this Bylaw into the wastewater works.
- (3) No person shall release, or permit the release of, any restricted substance which exceeds the respective concentrations listed in Schedule 'B' of this Bylaw into the wastewater works without a valid Wastewater Discharge Permit.
- (4) When required by ACRWC, non-domestic and hauled wastewater dischargers shall complete and submit an **"Abbreviated Wastewater Discharge Application"** (available on ACRWC website: www.acrwc.ab.ca) to ACRWC.
- (5) When required by ACRWC, non-domestic and hauled wastewater dischargers shall complete and submit a **"Detailed Wastewater Discharge Application"** (available on ACRWC website: www.acrwc.ab.ca) to ACRWC.
- (6) When required by ACRWC, non-domestic and hauled wastewater dischargers shall not discharge to the wastewater works system until the discharger has obtained a **"Wastewater Discharge Permit"** from ACRWC.
- (7) ACRWC may issue, and amend, a Wastewater Discharge Permit to allow the discharge of non-domestic waste and hauled wastewater into a sewer upon such terms and conditions as ACRWC considers appropriate and, without limiting the generality of the foregoing, may in the Wastewater Discharge Permit:
 - (a) Place limits and restrictions on the quantity, composition, frequency and nature of the wastewater permitted to be discharged; and

- (b) Require the holder of a Wastewater Discharge Permit to repair, alter, remove, add to, or construct new pretreatment facilities; and
 - (c) Provide that the Wastewater Discharge Permit will expire on a specified date, or upon the occurrence of a specified event.
 - (8) ACRWC may issue a **Discharge Abatement Order** to a Member Municipality requiring the Member Municipality to:
 - (a) Require and direct a person within the boundary of that Member Municipality to alter the quantity, composition, duration and timing of the discharge or cease discharge of non-domestic waste or hauled wastewater to a sewer or wastewater facility;
 - (b) Comply with any terms or conditions that could be included in a Wastewater Discharge Permit; and
 - (c) Shut down all non-compliant releases.
- ACRWC may amend or cancel a Discharge Abatement Order.

3. PROHIBITION OF DILUTION

- (1) No person shall discharge directly or indirectly, or permit the discharge or deposit of wastewater into a sanitary sewer where water has been added to the discharge for the purposes of dilution to achieve compliance with Schedule 'A' or Schedule 'B' of this Bylaw.

4. SAMPLING

- (1) Where sampling is required for the purposes of determining the concentration of constituents in the wastewater, storm water or uncontaminated water, the sample may:
 - (a) Be collected manually or by using an automatic sampling device; and
 - (b) Contain additives for its preservation.
- (2) For the purpose of determining compliance with Schedules 'A' or 'B', discrete wastewater streams within premises may be sampled, at the discretion of ACRWC.
- (3) Any single grab sample may be used to determine compliance with Schedules 'A' and 'B'.
- (4) All tests, measurements, analyses and examinations of wastewater, its characteristics or contents pursuant to this Bylaw shall be carried out in accordance with "Standard Methods" and be performed by an Accredited Laboratory for analysis of the particular substance(s) using a method which is within the laboratory's scope of accreditation or to the satisfaction of ACRWC as agreed in writing prior to sample analysis.

5. SELF MONITORING BY DISCHARGER

- (1) The discharger shall complete any monitoring or sampling of any discharge to a wastewater works as required by ACRWC, and provide the results to ACRWC in the form specified by ACRWC.
- (2) The obligations set out in or arising out of 5(1) shall be completed at the expense of the discharger.

6. ADDITIONAL REQUIREMENTS

6.1 FOOD-RELATED GREASE INTERCEPTORS

- (1) Every owner or operator of a restaurant or other industrial, commercial or institutional premises where food is cooked, processed or prepared, for which the premises is connected directly or indirectly to a sanitary sewer, shall take all necessary measures to ensure that oil and grease are prevented from entering the sanitary sewer in excess of the provisions of this bylaw. Oil & Grease interceptors shall not discharge to storm sewers.
- (2) The owner or operator of the premises referred to in subsection 6.1(1) shall install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to a sewer. The oil and grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code and the National Plumbing Code of Canada, as amended.
- (3) All oil and grease interceptors shall be maintained in good working order according to the manufacturer's recommendations. The testing, maintenance and performance of the interceptor shall meet the requirements of CAN/CSA B-481. Traps should be cleaned before the thickness of the organic material and solids residuals is greater than twenty-five percent of the available volume; cleaning frequency should not be less than every four weeks. Maintenance requirements should be available at the workplace where the grease interceptor is installed. Maintenance and clean out shall be documented at the time it is performed.
- (4) A maintenance schedule and record of maintenance carried out shall be submitted to ACRWC upon request for each interceptor installed.
- (5) The owner or operator of the restaurant or other industrial, commercial or institutional premises where food is cooked, processed or prepared, shall, for two years, keep the records which document the maintenance and clean outs performed for interceptor clean-out and oil and grease disposal.

6.2 VEHICLE AND EQUIPMENT SERVICE OIL AND GREASE INTERCEPTORS

- (1) Every owner or operator of a vehicle or equipment service station, repair shop or garage or of an industrial, commercial or institutional premises or any other establishment where motor vehicles are repaired, lubricated or maintained and where the sanitary discharge is directly or indirectly connected to a sanitary sewer shall install an oil and grease interceptor designed to prevent motor oil and lubricating grease from passing into the sanitary sewer in excess of the provisions of this bylaw. Oil and Grease interceptors shall not discharge to storm sewers.
- (2) The owner or operator of the premises referred to in Subsection 6.2(1) shall install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to a sewer. The oil and grease interceptors shall be installed in compliance with the most current requirements of the applicable

Building Code and be maintained as recommended by the Canadian Fuels Association (formerly the Canadian Petroleum Products Institute).

- (3) All oil and grease interceptors and separators shall be maintained in good working order and according to the manufacturer's recommendations and shall be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance and to ensure the surface oil and sediment levels do not exceed the recommended level. In the absence of manufacturer's recommendations, the floating oil and grease shall not accumulate in the final stage chamber of the oil and grease separator in excess of 5% of the wetted height and the settled solids shall not accumulate in the final stage chamber of the oil and grease separator in excess of 25% of the wetted height. Maintenance and clean out shall be documented at the time it is performed.
- (4) A maintenance schedule and record of maintenance shall be submitted to ACRWC upon request for each oil and grease interceptor installed.
- (5) The owner or operator of the premises as set out in Subsection 6.2(1), shall, for two years, keep the records which document the maintenance and clean outs performed for interceptor clean-out and oil and grease disposal.

6.3 SEDIMENT INTERCEPTORS

- (1) Every owner or operator of the premises from which sediment may directly or indirectly enter a sewer, including but not limited to premises using a ramp drain or area drain and vehicle wash establishments, shall take all necessary measures to ensure that such sediment is prevented from entering the drain or sewer in excess of the limits in this Bylaw.
- (2) All sediment interceptors shall be maintained in good working order according to manufacturer's recommendations and shall be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance. In the absence of manufacturer's recommendations, the settled solids shall not accumulate in the final stage chamber of the sediment interceptor in excess of 25% of the wetted height. Maintenance and clean out shall be documented at the time it is performed.
- (3) The owner or operator of a premises as referred to in Subsection 6.3(1), shall, for 2 years, keep the records which document interceptor clean-out and sediment disposal.
- (4) A maintenance schedule and record of maintenance shall be submitted to ACRWC upon request for each sediment interceptor installed.

6.4 DENTAL WASTE AMALGAM SEPARATOR

- (1) Every owner or operator of the premises from which dental amalgam may be discharged, which waste may directly or indirectly enter a sewer, shall install, operate and properly maintain dental amalgam separator(s) with at least 95% efficiency in amalgam weight and certified *ISO 11143 – "Dentistry - Amalgam Separators"*, in any piping system at its premises that connects directly or indirectly to a sewer, except where the sole dental-

related practice at the premises consists of one or more of the following specialties or type of practice:

- (a) Orthodontics and dentofacial orthopaedics;
 - (b) Oral and maxillofacial surgery;
 - (c) Oral medicine and pathology;
 - (d) Periodontics; or
 - (e) A dental practice consisting solely of visits by a mobile dental practitioner who prevents any dental amalgam from being released directly or indirectly to the wastewater works.
- (2) Notwithstanding compliance with Subsection 6.4 (1), all persons operating or carrying on the business of a dental practice shall comply with Schedules 'A' and 'B' of this Bylaw.
 - (3) All dental waste amalgam separators shall be maintained in good working order and according to the manufacturer's recommendations.
 - (4) A maintenance schedule and record of maintenance shall be submitted to the ACRWC upon request for each dental amalgam separator installed.

6.5 FOOD WASTE GRINDERS

- (1) In the case of industrial, commercial or institutional premises where food waste grinding devices are installed in accordance with the Building Code, the effluent from such food waste grinding devices must comply with Schedule 'A' and Schedule 'B'.

6.6 PRETREATMENT FACILITIES

- (1) When not adhering to the requirements and prohibitions to the bylaw or where required by ACRWC, the owner or operator shall install on the premises, and prior to the sampling point, a wastewater pretreatment facility.
- (2) The owner or operator shall ensure the design, operation and maintenance of the pretreatment facility achieves the treatment objectives and operates and is maintained in accordance with the manufacturer's recommendations.
- (3) The owner or operator shall not deposit the waste products from the pretreatment facility in a wastewater works and shall ensure any waste products from the pretreatment facility are disposed of in a safe manner.
- (4) The maintenance records and waste disposal records shall be submitted to ACRWC upon request.
- (5) The owner or operator shall keep documentation pertaining to the pretreatment facility and waste disposal for two years.

7. HAULED WASTEWATER/WASTE

- (1) No person shall discharge hauled wastewater/waste to the wastewater works unless:

- (a) The carrier of the hauled wastewater/waste, operating as a waste management system is certified according to all applicable federal and provincial legislation, as amended from time to time;
 - (b) The carrier meets all conditions for discharge that are or may be set from time to time with respect to the discharge of hauled wastewater/waste by ACRWC; and
 - (c) Hauled wastewater/waste meets the conditions set out in all applicable federal and provincial environment protection regulations, as amended from time to time.
- (2) No person shall discharge or permit the discharge of hauled wastewater/waste to the wastewater works:
- (a) At a location other than a hauled wastewater/waste discharge location approved by ACRWC;
 - (b) Without a manifest, in a form approved by the Member Municipality of ACRWC in which the hauled wastewater/waste is being discharged, completed and signed by the carrier and deposited in an approved location at the time of discharge; and
 - (c) Without the use of a discharge hose placed securely in the discharge port at the approved location.

8. NON-CONTACT COOLING WATER

- (1) The discharge of non-contact cooling water or uncontaminated water to a sanitary sewer or from any residential property is prohibited unless the discharge is in accordance with a Wastewater Discharge Permit.

9. WATER ORIGINATING FROM A SOURCE OTHER THAN THE MUNICIPAL WATER SUPPLY

- (1) The discharge of water originating from a source other than the Municipality's water supply, including storm water or groundwater, directly or indirectly to a sanitary sewer is prohibited, unless:
 - (a) The discharge is in accordance with a Wastewater Discharge Permit.

10. SPILLS

- (1) In the event of a spill to a wastewater works, the person responsible or the person having the charge, management and control of the spill shall:

- (a) immediately notify and provide any requested information with regard to the spill to:
 - (i) If there is any immediate danger to human health and/or safety
 - a. 9-1-1 emergency
 - b. The applicable Member Municipality's Utility Department's emergency number. (The member shall then notify ACRWC's Wastewater Treatment Plant's Control Room at 780 416 9967)

or

- (ii) If there is no immediate danger:

- a. The applicable Member Municipality's Utility Department's emergency number. (The member shall then notify ACRWC's Wastewater Treatment Plant's Control Room at 780 416 9967), and
 - b. the owner of the premises where the spill release occurred, and
 - c. any other person whom the person reporting knows or ought to know may be directly affected by the spill release.
- (b) Provide a detailed report on the spill to the applicable Member Municipality's Utility Department and to ACRWC via email: discharge@acrwc.ab.ca, within five working days after the spill, containing the following information to the best of his or her knowledge:
 - (i) Location where spill occurred;
 - (ii) Name and telephone number of the person who reported the spill and the location and time where and when they can be contacted;
 - (iii) Date and time of spill;
 - (iv) Material spilled;
 - (v) Characteristics and composition of material spilled;
 - (vi) Volume of material spilled;
 - (vii) Duration of spill event;
 - (viii) Work completed and any work still in progress in the mitigation of the spill;
 - (ix) Preventive actions being taken to ensure a similar spill does not occur again; and
 - (x) Copies of applicable spill prevention and spill response plans.
- (c) The person responsible for the spill and the person having the charge, management and control of the spill shall do everything reasonably possible to contain the spill, protect the health and safety of citizens, minimize damage to property, protect the environment, clean up the spill and contaminated residue and restore the affected area to its condition prior to the spill.
- (d) Nothing in this Bylaw relieves any persons from complying with any notification or reporting provisions of:
 - (i) Other government agencies, including federal and provincial agencies, as required and appropriate for the material and circumstances of the spill; or,
 - (ii) Any other Bylaw of the Member Municipality.
- (e) The Member Municipality may invoice the person responsible for the spill to recover costs of time, materials and services arising as a result of the spill. The person responsible for the spill shall pay the costs invoiced.
- (f) ACRWC may require the person responsible for the spill to prepare and submit a spill contingency plan to ACRWC to indicate how risk of future incidents will be reduced and how future incidents will be addressed.

11. AUTHORITY OF ACRWC AND/OR MEMBER MUNICIPALITY TO INVESTIGATE

- (1) ACRWC, together with, or when designated by, its Member Municipality, has the authority to carry out any inspection reasonably required to ensure compliance with this bylaw, including but not limited to:
 - (a) Inspecting, observing, sampling and measuring the flow in any private
 - (i) sewer,
 - (ii) wastewater disposal system, and
 - (iii) flow monitoring point;
 - (b) Take samples of wastewater, storm water, clear-water waste and subsurface water being released from the premises or flowing within a private drainage system;
 - (c) Perform on-site testing of the wastewater, storm water, clear-water waste and subsurface water within or being released from private drainage systems, pretreatment facilities and storm water management facilities;
 - (d) Collect and analyze samples of hauled wastewater coming to a discharge location into the wastewater works;
 - (e) Make inspections of the types and quantities of chemicals being handled or used on the premises in relation to possible release to the wastewater works;
 - (f) Require information from any person concerning a matter;
 - (g) Inspect and copy documents or remove documents from premises to make copies;
 - (h) Inspect chemical storage areas and spill containment facilities and request Safety Data Sheets (SDS) for materials stored or used on site;
 - (i) Inspect the premises where a release of prohibited or restricted wastes or of water containing prohibited or restricted wastes has been made or is suspected of having been made, and to sample any or all matter that could reasonably have been part of the release.
- (2) No person shall hinder or prevent ACWRC and/or the Member Municipality from carrying out any of their powers or duties.

12. AUTHORITY OF GENERAL MANAGER

- (1) Notwithstanding the requirements of this Bylaw, the General Manager of ACRWC may prohibit or set discharge concentrations and/or limit the loading rate for any other material or substance not included in the Bylaw schedules where required to protect wastewater works or processes, meet effluent standards or other legislated requirements, or control biosolids quality.

13. DISCONNECTION OF SEWER

- (1) Where wastewater which:
 - (a) Is hazardous or creates an immediate danger to any person;
 - (b) Endangers or interferes with the operation of the wastewater works and/or the wastewater treatment processes; or
 - (c) Causes or is capable of causing an adverse effect;

is discharged to the wastewater works, the ACRWC may require the Member Municipality, in addition to any other remedy available, to disconnect, plug or seal off the sewer discharging the unacceptable wastewater into the wastewater works or take such other action as is necessary to prevent such wastewater from entering the wastewater works.

- (2) The member municipality may be required to prevent the wastewater from being discharged into the wastewater works until evidence satisfactory to ACRWC has been provided confirming that no further discharge of hazardous wastewater will be made to the wastewater works.
- (3) Where ACRWC takes action pursuant to subsection 13(1), the Member Municipality may by notice in writing advise the owner or occupier of the premises from which the wastewater was being discharged, of the cost of taking such action and the owner or occupier, as the case may be, shall forthwith reimburse the Member Municipality for all such costs which were incurred.

14. ACCESS TO INFORMATION

- (1) All information submitted to and collected by ACRWC that is contained in plan summaries, reports, surveys, monitoring and inspection and sampling activities will, except as otherwise provided in this section, be available for disclosure to the public in accordance with the Freedom of Information and Protection of Privacy Act.
- (2) In the event that any person in submitting information to the ACRWC, as required under this article, where such information is confidential or proprietary or otherwise, may be exempt from disclosure under the Freedom of Information and Protection of Privacy Act, the person submitting the information shall so identify that information upon its submission to ACRWC and where such information is exempt from disclosure, ACRWC shall comply with the requirements of the *Freedom of Information and Protection of Privacy Act*.

15. MONITORING ACCESS POINTS

- (1) The owner or operator of industrial, commercial or institutional premises shall install and maintain in good repair in each private sewer connection a suitable monitoring access point to allow observation, sampling and flow measurement of the wastewater, uncontaminated water or storm water therein, provided that, where installation of a monitoring access point is not possible, an alternative device or facility may be substituted with the prior written approval of ACRWC:
 - (a) when the sewer connection is new;
 - (b) when the premises is redeveloped; and
 - (c) when required to do so by ACRWC and the Member Municipality.
- (2) The monitoring access point or alternative device or facility, such as a sampling port, shall be located on the industrial, commercial or institutional premises, as close to the property line as possible, unless ACRWC and the applicable member municipality have given prior written approval for a different location.
- (3) Each monitoring access point, alternative device or facility installed shall be designed and constructed in accordance with good engineering practice and the requirements of ACRWC

and the Member Municipality, and shall be constructed and maintained by the owner or operator of the premises at his or her expense.

- (4) The owner or operator of an industrial, commercial or institutional premises shall at all times ensure that every monitoring access point, alternative device or facility installed as required by this bylaw is accessible to ACRWC and the Member Municipality for the purposes of observing, sampling and flow measurement of the wastewater, uncontaminated water or storm water therein.

16. OVERSTRENGTH SURCHARGE

- (1) ACRWC may assess Overstrength and Additional Overstrength Surcharges for wastewater discharges that exceed the limits of treatable parameters set out in Schedule 'C'.
- (2) Overstrength and Additional Overstrength Surcharges are assessed to the Member Municipality where the Wastewater discharge originates.
- (3) Testing of the wastewater being discharged into the sanitary sewer to determine Overstrength Surcharges shall be conducted by ACRWC and/or the Member Municipality, or by the discharger to the satisfaction of ACRWC that a representative sample is obtained, using automated sampling devices or in accordance with the following manual sampling protocol:
 - (a) Samples from the wastewater produced at a location will be collected each day for a minimum of two days;
 - (b) A minimum of four grab samples of equal volume shall be taken each day, such samples to be taken at least one hour apart;
 - (c) The analysis shall be conducted on a composite sample made of each day's grab samples;
 - (d) The respective results of these tests for each of the days on which samples are taken, shall be averaged to determine the characteristics and concentration of the effluent being discharged into the wastewater system.
- (4) The Overstrength and Additional Overstrength Surcharge Rates will be reviewed and adjusted accordingly from time to time as determined by ACRWC.

17. COMPLIANCE PROGRAMS

- (1) ACRWC may require an industry to apply for, and then issue, a Wastewater Discharge Permit to discharge wastewater to the Wastewater Works that does not comply with Schedule 'A' and/or 'B' of this bylaw. The Industry shall be entitled to make non-complying discharges in the amount and only to the extent set out in the permit.
- (2) As a term set out in the Wastewater Discharge Permit, ACRWC may require an industry to submit a Compliance Program setting out activities to be undertaken by the industry that would result in the prevention or reduction and control of the discharge or deposit of matter and/or uncontaminated water, ground water or storm water from the industry's premises into municipal sewer connections or private sewer connections to any sanitary sewer. This

may include, but is not limited to planning, design and construction or installation of facilities or works needed to implement the approved Compliance Program.

(3) Each Compliance Program shall include the following :

- (a) A description of the processes at the premises which produce discharges that do not comply with the requirements of this Bylaw.
- (b) A description of those processes at the premises which are to be the subject of the Compliance Program.
- (c) A list of non-complying pollutants present at the premises at any stage of the operations at the premises.
- (d) A description setting out the types, quantities and concentrations of all non-complying pollutants discharged, directly or indirectly, to a sewer.
- (e) A description of current wastewater reduction, recycling, wastewater treatment and compliance activities at the premises with respect to discharges to a sewer from the premises.
- (f) A description of compliance options for non-complying pollutants and wastewater discharge and an evaluation of those options.
- (g) A list of possible targets and timeframes (in compliance with any Wastewater Discharge Permit that may have been issued to the discharger) to reduce or eliminate the discharge of non-complying matter to the wastewater works.
- (h) A declaration from an authorized person that the content of the Compliance Program is,

to the best of that person's knowledge, true, accurate and complete.

- (4) Every proposed Compliance Program shall be for a specified length of time during which pretreatment facilities or other measures are to be installed or implemented and shall be specific as to the remedial actions to be implemented by the industry, the dates of commencement and completion of the activity and the materials or other characteristics of the matter to which it relates. The final activity completion date shall not be later than the final compliance date in the Compliance Program.
- (5) Industries which are required to submit a Compliance Program shall also submit a Compliance Program progress report to ACRWC within 14 days after the scheduled completion date of each activity listed in the Compliance Program.
- (6) ACRWC may terminate any proposed Wastewater Discharge Permit related to a Compliance Program by written notice at any time to the Industry in the event that the Industry fails or neglects to carry out or diligently pursue the activities required of it under its Compliance Program.
- (7) In the event that an Industry submitting a Compliance Program is not sent written notice from ACRWC that its Compliance Program is not approved by ACRWC within 90 days of the Industry delivering a copy of the Compliance Program to ACRWC, the Compliance Program shall be deemed to have been approved by ACRWC.
- (8) Where an Industry receives notice from ACRWC that its Compliance Program has not been approved, ACRWC shall provide the Industry with a date by which it must submit an amended Compliance Program to ACRWC for approval in accordance with this article.
- (9) In the event that a Compliance Program resubmitted to ACRWC in accordance with

Subsection 17 (8) of this section does not comply with the requirements of this bylaw, ACRWC shall so notify the Industry, within 30 days of delivery to ACRWC of the amended Compliance Program, and the Industry shall be in contravention of Subsection 17 (1) and shall continue to be in contravention of this section until such time as ACRWC approves an amended Compliance Program resubmitted by the Industry, in accordance with this section.

- (10) When required by ACRWC, an Industry which has received approval from ACRWC for its Compliance Program shall submit a revised and updated Compliance Program for the approval of ACRWC within the timeframe specified by ACRWC. Such revised and updated Compliance Program shall, in addition to the requirements otherwise set out in this section, detail and evaluate the progress of the Industry to accomplish the objectives set out in its Compliance Program.
- (11) A copy of the Compliance Program shall be kept at all times at the premises in respect to which it was prepared and shall be available for inspection by ACRWC and/or the Member Municipality at any time.

18. No. PRACTICES & CODES OF PRACTICE

- (1) The General Manager is authorized to approve the adoption of Best Management Practices which include Codes of Practice. The provisions of this bylaw requiring compliance with Best Management Practices, including Codes of Practice apply to all Best Management Practices approved by the General Manager.
- (2) ACRWC has adopted one or more Best Management Practices which include Codes of Practice which applies to the Designated Sector Operations, as outlined in ACRWC's Code of Practice Registration Form for Designated Sector Operations, available on ACRWC's website at www.acrwc.ab.ca.
- (3) A code of practice does not apply to a discharging operation that is subject to a Wastewater Discharge Permit, unless otherwise specified in the Wastewater Discharge Permit.
- (4) A code of practice does not apply to the discharge of domestic wastewater.
- (5) Nothing in a code of practice relieves a person discharging wastewater from complying with this bylaw, a Wastewater Discharge Permit or any other applicable enactment.
- (6) ACRWC may require a discharging operation to obtain a Wastewater Discharge Permit if considered necessary by ACRWC due to circumstances not covered by a code of practice.
- (7) As a condition of discharge of wastewater into a sewer connected to a Wastewater Works, an operator of a discharging operation listed within ACRWC's Code of Practice Registration Form for Designated Sector Operations must submit to ACRWC a completed Code of Practice registration form:
 - (a) Within 90 days of the date of adoption of the applicable code of practice in the case of a discharging operation in existence on the adoption date; or
 - (b) In all other cases, within 30 days of the discharging operation commencing the discharge of wastewater into a sewer connected to a Wastewater Works.
- (8) An operator must report to ACRWC any change in the ownership, name, location, contact person, telephone number, or email address of a discharging operation registered under a code of practice within 30 days of the change by submitting a completed code of practice registration form referred to in Section 18.2 showing the changes.

- (9) An operator must within 30 days of any change in the discharging operation registered under a code of practice resulting in the operation no longer meeting the definition applicable to that type of discharging operation report the change by submitting a completed code of practice registration form referred to in Section 18.2 describing the changes.
- (10) If a code of practice establishes a requirement in relation to a specific discharging operation which differs from a provision in this bylaw, the requirement in the code of practice prevails.

19. MEMBER MUNICIPALITY OBLIGATIONS

- (1) The Wastewater to be treated by ACRWC is delivered to ACRWC's Wastewater Works by the Member Municipalities.
- (2) The Member Municipalities will reflect the requirements and prohibitions of this ACRWC Bylaw in the Member Municipality's utility or wastewater bylaws.
- (3) Each Member Municipality shall take action to enforce their utility and wastewater bylaws should a person in that Member Municipality breach the municipal bylaw, resulting in a breach or contravention of the ACRWC's Bylaw.
- (4) Each Member Municipality shall include an "Offences" section (or similar) detailing penalties for contraventions of their bylaw such as violation notices to comply, violation tickets, fines, discharge abatement orders and court order.
- (5) If a Member Municipality fails to take reasonable steps to enforce that municipality's utility and wastewater bylaws such that a breach or contravention of the ACRWC's Bylaw #8 occurs, the Member Municipality shall pay to ACRWC any increased fees or pre-estimate of damages as approved by the Board of ACRWC.

ENACTED at a meeting of the Board of Directors of THE ALBERTA CAPITAL REGION
WASTEWATER COMMISSION at a meeting duly held on the 18th day of March AD, 2016.

CHAIRMAN

GENERAL MANAGER

SCHEDULE 'A' PROHIBITED WASTES

No person shall discharge directly or indirectly or deposit or cause or permit the discharge or deposit of wastewater into a sanitary sewer or municipal sewer connection or private sewer connection, to any wastewater works in circumstances where:

(1) To do so may cause or result in:

- (a) A health or safety hazard to a person authorized by the ACRWC or a Member Municipality to inspect, operate, maintain, repair or otherwise work on a wastewater works;
- (b) An offence under any applicable federal or provincial legislation, as amended from time to time, or any regulation made thereunder from time to time;
- (c) Wastewater sludge from the wastewater treatment facility to which wastewater discharges, either directly or indirectly, to fail to meet the objectives and criteria as listed in any applicable federal or provincial legislation, as amended from time to time;
- (d) Interference with the operation or maintenance of a wastewater works, or which may impair or interfere with any wastewater treatment process;
- (e) A hazard to any person, animal, property or vegetation;
- (f) An offensive odour emanating from wastewater works, and without limiting the generality of the foregoing, wastewater containing hydrogen sulphide, carbon disulphide, other reduced sulphur compounds, amines or ammonia in such quantity as may cause an offensive odour;
- (g) Damage to wastewater works;
- (h) An obstruction or restriction to the flow in wastewater works.

(2) The wastewater has two or more separate liquid layers.

(3) The wastewater contains:

- (a) Hazardous substances;
- (b) Combustible liquid;
- (c) Biomedical waste, including but not limited to the following categories: human anatomical waste, animal waste, untreated microbiological waste, waste sharps and untreated human blood and body fluids known to contain viruses and agents listed in "Risk Group 4" as defined in "Laboratory Biosafety Guidelines" published by Health Canada, dated 2004, as amended.
- (d) Specified risk material for bovine spongiform encephalopathy as defined in the federal Fertilizers Regulations (C.R.C., c. 666), as amended from time to time, including material from the skull, brain, trigeminal ganglia, eyes, tonsils, spinal cord and dorsal root ganglia of cattle aged 30 months or older, or material from the distal ileum of cattle of all ages.
- (e) Dyes or colouring materials which may or could pass through a wastewater works and discolour the wastewater works effluent;
- (f) Fuel;

- (g) Ignitable waste.
- (h) Pathological waste.
- (i) PCBs.
- (j) Pesticides which are not otherwise regulated in this Bylaw.
- (k) Reactive waste.
- (l) Toxic substances which are not otherwise regulated in this Bylaw.
- (m) Waste radioactive substances in excess of concentrations greater than those specified for release to the environment under the *Nuclear Safety and Control Act* and Regulations or amended versions thereof.
- (n) Solid or viscous substances in quantities or of such size to be capable of causing obstruction to the flow in a wastewater works, including but not limited to ashes, bones, cinders, sand, mud, soil, straw, shaving, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, animal parts or tissues, and paunch manure.

(4) The wastewater contains a concentration, expressed in milligrams per litre, in excess of any one or more of the limits in Schedule 'B' of this Bylaw, unless:

- (a) The discharge is in accordance with a valid Wastewater Discharge Permit;
- (b) The discharge is authorized in a Code of Practice approved by ACRWC; and
- (c) All requirements of Section 6 of the Bylaw, Additional Requirements, have been fully satisfied.

SCHEDULE 'B' RESTRICTED WASTES – SANITARY SEWER DISCHARGES

(1)

Table A - CONVENTIONAL CONTAMINANTS

Substance	Concentration Limit– [mg/L, except as noted]
Biochemical Oxygen Demand	10,000
Chemical Oxygen Demand	20,000
Nitrogen, Total Kjeldahl	500
Oil and Grease, Total – Animal and Vegetable + Mineral and Synthetic/Petroleum Hydrocarbons	500
Phosphorus, total	200
Suspended Solids, Total	5,000

Table B - ORGANIC

CONTAMINANTS

Substance	Concentration Limit– [mg/L]
Benzene	0.5
Ethylbenzene	0.5
Oil and Grease – Mineral and Synthetic/Petroleum Hydrocarbons	100
Phenols, Total (or phenolic compounds)	1.0
Toluene	0.5
Xylene	0.5

Table C - INORGANIC CONTAMINANTS

Substance	Concentration Limit– [mg/L]
Arsenic (As)	1.0
Cadmium (Cd)	0.10
Chlorine, Total (Cl ₂)	5.0
Chromium (Hexavalent) (Cr ⁺⁶)	2.0
Chromium, Total (Cr)	4.0
Cobalt (Co)	5.0
Copper (Cu)	2.0
Cyanide (CN)	2.0
Lead (Pb)	1.0
Mercury (Hg)	0.10
Molybdenum (Mo)	5.0
Nickel (Ni)	4.0
Selenium (Se)	1.0
Silver (Ag)	5.0
Sulphide (S ⁼)	3.0
Thallium (Tl)	1.0
Zinc (Zn)	2.0

Table D - PHYSICAL PARAMETERS

Parameter	Limit
Flashpoint	Not ≤60.5° C
Lower Explosive Limit (LEL) in headspace	10% of the LEL
pH	6.0 – 11.5 (unitless)
Temperature	60° C

- (2) Concentrations that do not exceed the constituent concentrations limits listed in Schedule 'B' are permitted for discharge, however may be subject to an Overstrength Surcharge outlined in Schedule 'C'.

SCHEDULE 'C' WASTEWATER OVERSTRENGTH LIMITS

	Column A	Column B
Substance	Overstrength Surcharge Concentration Limits, mg/L	Additional Overstrength Concentration Limits, mg/L
Biochemical Oxygen Demand (BOD)	300	3000
Chemical Oxygen Demand (COD)	600	6000
Nitrogen, Total Kjeldahl (TKN)	50	200
Oil and Grease, Total (O&G) – Animal and Vegetable + Mineral and Synthetic/Petroleum Hydrocarbons	100	400
Phosphorus, Total (TP)	10	75
Suspended Solids, Total (TSS)	300	3000

PUBLIC COMMENTARY

IN-CAMERA ITEMS

Council Appointment of a Public Member to the
Subdivision and Development Appeal Board

Removed Pursuant to Sections 24 & 29 of the FOIP Act

IN-CAMERA ITEMS

Neighborhood Services

Exception to Disclosure
- Section 16, 24 & 25 of the FOIP Act

RISE & REPORT FROM IN-CAMERA ITEMS

UPDATES FROM BOARDS & COMMITTEES



Mayor's Report

November 26 – December 31, 2018

November 26

- Briefing with City Manager
- H Lengert, Leduc West Antique Society

November 27

- BBE Expediting Ltd. grand opening
- lunch event - Hon. J Carr, Minister of International Trade Diversification
- Football Practice Lights Summer Games Legacy Presentation

November 29

- MLA Richard Gotfried (UCP Ec Dev Critic)
- Service Awards video shoot
- Leduc County
- S Guerin, QUALICO

November 30

- Edmonton Chamber of Commerce presents: A Conversation with Minister Amarjeet Sohi

December 1

- Leduc Santa's Helpers Auction
- Leduc Regional Housing Foundation Christmas celebration
- Leduc Santa Claus Parade

December 3

- Briefing with City Manager
- Committee-of-the-Whole and Council agenda review
- Committee-of-the-Whole
- Council

December 4

- Vertical Growers Network
- Communications
- Javier's Friendly holiday luncheon

December 5

- Ribbon Cutting | Polar Electric
- Mister Social Digital Marketing Services
- B Middleton, Sawridge
- 93.1 FM The One interview
- CFWE Radio Greetings
- B Croucher, SD Property Development
- J Becker, Leduc #1 Energy Discovery Centre
- K Wichuk, CEO, EMRB

December 6

- EMRB Advocacy with UCP Critics - MLA Pat Stier (Municipal Affairs) and MLA Richard Gottfried
- EMRB Advocacy Team at The Legislature

December 7

- E Schrader and Hon. S Anderson (NDP)
- The Chamber (Leduc & Wetaskiwin Regions) presents: Spirit of Giving Luncheon
- C Tobin, Director, Human Resources
- Lede Newman Bursaries Selection Committee
- Leduc #1 Funding Announcement
- 2018 Candy Cane Check Stop briefing
- 2018 Candy Cane Check Stop

December 8

- Employee Recognition Awards Banquet

December 9

- CP Holiday Train

December 10

- Global TV interview
- 93.1 FM The One interview
- 630 CHED interview
- Committee-of-the-Whole agenda review
- Council/Executive Assistant update
- Committee-of-the-Whole

December 11

- G Johnston, CEO, AltaGas
- Atlas Growers site tour

December 12

- Percy Page Centre Sport Tourism Promotion
- A Banks, Melcor Development Ltd.

December 13

- Edmonton Metropolitan Region Board
- EMRB 10 Year Celebration of Regional Collaboration
- Planeview Annual Christmas Celebration
- CFCW Critters vs Karma Concerts charity hockey event

December 14

- FCSS Holiday Open House
- Communications
- Leduc Region Leadership Forum prep

December 17

- Leduc Rep interview
- R Alas, Alas International Business Relations Inc.
- Briefing with City Manager

December 18

- City Manager and Councillor Beckett
- Habitat for Humanity home dedication

December 19

- Leduc Golf Club Board
- IT Update w J Graham, CIO and I Sasyniuk, General Manager, Corporate Services

December 20

- E Fraser (Resident) and S Olson, Director, Engineering
- Leduc Community Living
- S Losier, Manager, Current Planning; F Paquet, Development Officer; S Olson, Director, Engineering; and, K Van Steenoven, Manager, Capital Projects & Development

December 21

- LRC sponsorship recognition with E Moussa, Mayiz Enterprises Ltd. and J Jones, Manager, Community Partnerships & Sponsorships
- K Mah, Christensen Equities Ltd.

December 27

- G Krischke
- J Rajotte, VP, Provincial & Municipal Government Relations, Rogers Communications

Approved by Mayor Bob Young

"Original Signed by Mayor B. Young"



Building Permit Detail Summary

November 1, 2018-November 30, 2018 (inclusive)

Commercial					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201803192 (Issued-06/11/2018)	Alteration and improvements	EVERSHINE BUILDERS LTD		Alexandra Park	\$320,000.00
PRBD201804271 (Issued-27/11/2018)	Alteration and improvements	AADI Developments Ltd/ Antrix Projects		Suntree	\$30,000.00
PRBD201804278 (Issued-13/11/2018)	Alteration and improvements	Bombshell Brow and Hair Studio Inc.		Central Business District	\$10,000.00
PRBD201804284 (Issued-20/11/2018)	Alteration and improvements	Delnor Construction Ltd.		West Commercial	\$150,000.00
PRBD201804296 (Issued-21/11/2018)	Alteration and improvements	PETRA HOLDINGS LTD.		Central Business District	\$15,000.00
PRBD201804342 (Issued-23/11/2018)	Alteration and improvements	KING ACCOUNTING SOLUTIONS		Central Business District	\$250,000.00
Subtotal	6				\$775,000.00
Industrial					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201804292 (Issued-22/11/2018)	Alteration and improvements	MLS Construction Services Ltd		Leduc Business Park	\$26,500.00
Subtotal	1				\$26,500.00
Multi-Residential					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201804021 (Issued-15/11/2018)	New Construction - Apartment	J.H. PEPIN CONSULTANTS LTD	38	Deer Valley	\$7,220,000.00
Subtotal	1		38		\$7,220,000.00
Other Residential					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201803706 (Issued-15/11/2018)	Accessory Structure - Detached Garage	CRANSTON HOMES LTD		Black Stone	\$15,000.00
PRBD201804033 (Issued-01/11/2018)	Secondary suite	ASK Homes & Reno's Ltd		Robinson	\$27,000.00
PRBD201804043 (Issued-30/11/2018)	Accessory Structure - Detached Garage	ENCORE MASTER BUILDER INC.		West Haven	\$20,000.00



Building Permit Detail Summary

November 1, 2018-November 30, 2018 (inclusive)

PRBD201804216	Basement Development	AUBIN ROCH		Meadowview Park	\$23,000.00
PRBD201804234 (Issued-13/11/2018)	Secondary suite	MCLEAN & MCLEAN CUSTOM HOMES LTD		Southfork	\$50,000.00
PRBD201804250 (Issued-01/11/2018)	Basement Development	MSL PROJECTS & DESIGN INC		Tribute	\$24,000.00
PRBD201804251 (Issued-22/11/2018)	Alteration and improvements	HOMEFRONT PROPERTY MAINTENANCE LTD		Central Business District	\$250,000.00
PRBD201804310 (Issued-13/11/2018)	Accessory Structure - Detached Garage	CRANSTON HOMES LTD		Black Stone	\$15,000.00
PRBD201804324 (Issued-08/11/2018)	Accessory Structure - Detached Garage	JAYMAN BUILT LTD		Southfork	\$18,000.00
PRBD201804347 (Issued-20/11/2018)	Basement Development	SEOUL ANIRUDH		Windrose	\$37,000.00
PRBD201804355 (Issued-28/11/2018)	Accessory Structure - Hot Tub	GAGNON TREVOR		South Park	\$5,000.00
PRBD201804364 (Issued-14/11/2018)	Basement Development	RICHARD GUILLE CONSTRUCTION		Windrose	\$29,500.00
PRBD201804378 (Issued-20/11/2018)	Secondary suite	Prominent Homes Edmonton Ltd		Black Stone	\$50,000.00
PRBD201804395 (Issued-14/11/2018)	Basement Development	SCHNEIDER DEREK J		West Haven	\$21,000.00
PRBD201804397 (Issued-14/11/2018)	Basement Development	ROBICHAUD SERGE		Southfork	\$21,000.00
PRBD201804427 (Issued-21/11/2018)	Basement Development	HOMES BY AVI (EDMONTON) LP		Southfork	\$15,000.00
PRBD201804469 (Issued-21/11/2018)	Basement Development	Murray Williams Construction		Southfork	\$34,000.00
PRBD201804501 (Issued-21/11/2018)	Basement Development	NEWHOOK ROBERT		Southfork	\$23,000.00
PRBD201804568 (Finaled-30/11/2018)	Alteration and improvements	REYNAR THOMAS		South Park	\$3,000.00
PRBD201804585 (Issued-30/11/2018)	Basement Development	LEBLANC TERRENCE M		Deer Valley	\$12,000.00
Subtotal		20			\$692,500.00



Building Permit Detail Summary

November 1, 2018-November 30, 2018 (inclusive)

Single Detached Dwelling					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201803651 (Issued-28/11/2018)	New Construction - Single Detached Dwelling	BENGEL CONTRACTING LTD	1	South Telford	\$700,000.00
PRBD201804201 (Issued-06/11/2018)	New Construction - Single Detached Dwelling	BEDROCK HOMES LIMITED	1	Robinson	\$466,630.00
PRBD201804229 (Issued-20/11/2018)	New Construction - Single Detached Dwelling	MCLEAN & MCLEAN CUSTOM HOMES LTD	1	Southfork	\$558,000.00
PRBD201804249 (Issued-02/11/2018)	New Construction - Single Detached Dwelling	Dolce Vita Homes LP	1	Robinson	\$400,000.00
PRBD201804321 (Issued-02/11/2018)	New Construction - Single Detached Dwelling	CRANSTON HOMES LTD	1	Black Stone	\$339,000.00
PRBD201804323 (Issued-02/11/2018)	New Construction - Single Detached Dwelling	JAYMAN BUILT LTD	1	Southfork	\$375,000.00
PRBD201804358 (Issued-07/11/2018)	New Construction - Single Detached Dwelling	Prominent Homes Edmonton Ltd	1	Black Stone	\$357,000.00
PRBD201804388 (Issued-16/11/2018)	New Construction - Single Detached Dwelling	VICTORY HOMES LTD	1	Meadowview Park	\$467,000.00
PRBD201804400 (Issued-19/11/2018)	New Construction - Single Detached Dwelling	VICTORY HOMES LTD	1	Meadowview Park	\$365,000.00
PRBD201804509 (Issued-30/11/2018)	New Construction - Single Detached Dwelling	Dolce Vita Homes LP	1	Robinson	\$350,000.00
PRBD201804522 (Issued-23/11/2018)	New Construction - Single Detached Dwelling	VICTORY HOMES LTD	1	Meadowview Park	\$403,000.00
Subtotal	11		11		\$4,780,630.00
Total	39		49		\$13,494,630.00

TOTAL RESIDENTIAL UNITS COMPARISON OF 2018 TO 2017

YEAR 2018	Single Family	Duplex (side by side and up & down)	Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments)
	No. of Units	No. of Units	No. of Units
January	25	4	4
February	23	3	0
March	19	2	8
April	17	16	0
May	19	10	-
June	20	8	6
July	13	8	-
August	11	2	10
September	9	2	-
October	21	8	-
November	11	-	38
December			
Year-to-date Totals	188	63	66

YEAR 2017	Single Family	Duplex (side by side and up & down)	Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments)
	No. of Units	No. of Units	No. of Units
January	6	4	29
February	15	2	4
March	15	6	-
April	13	4	-
May	37	2	-
June	15	8	9
July	19	8	4
August	17	4	5
September	18	8	11
October	12	4	5
November	8	2	16
December			
Year-to-date Totals	175	52	83

TOTAL PERMIT VALUE COMPARISON OF 2018 TO 2017

Year 2018	Residential Permits	Commercial Permits	Institutional Permits	Industrial Permits	Total of all Building Permits
January	\$ 11,972,203.59	\$ 803,000.00	\$ -	\$ 240,207.00	\$ 13,015,410.59
Feburary	\$ 10,816,251.42	\$ 235,000.00	\$ 400,000.00	\$ 10,000.00	\$ 11,461,251.42
March	\$ 10,585,472.33	\$ 8,000.00	\$ -	\$ -	\$ 10,593,472.33
April	\$ 11,218,088.00	\$ 73,000.00	\$ 156,600.00	\$ 309,000.00	\$ 11,756,688.00
May	\$ 10,517,255.57	\$ 59,000.00	\$ 1,981,000.00	\$ 830,000.00	\$ 13,387,255.57
June	\$ 12,241,936.39	\$ 8,000.00	\$ 1,319,500.00	\$ 384,000.00	\$ 13,953,436.39
July	\$ 7,650,076.96	\$ 817,301.00	\$ 570,000.00	\$ 10,000.00	\$ 9,047,377.96
August	\$ 7,363,340.00	\$ 620,000.00	\$ 193,174.00	\$ -	\$ 8,176,514.00
September	\$ 4,523,260.00	\$ 1,400.00	\$ -	\$ 1,723,960.00	\$ 6,248,620.00
October	\$ 11,340,058.00	\$ 178,000.00	\$ 5,000.00	\$ 1,100,000.00	\$ 12,623,058.00
November	\$ 12,693,130.00	\$ 775,000.00	\$ -	\$ 26,500.00	\$ 13,494,630.00
December					
Year-to-date Totals	\$ 110,921,072.26	\$ 3,577,701.00	\$ 4,625,274.00	\$ 4,633,667.00	\$ 123,757,714.26

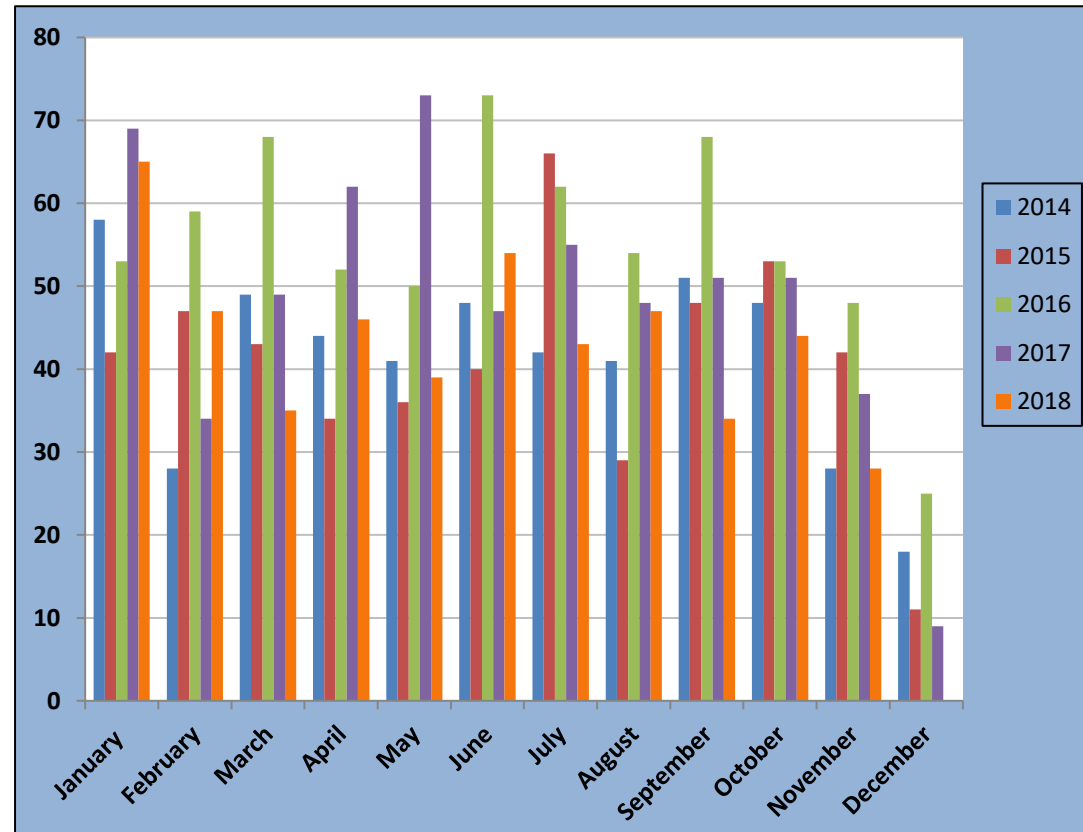
Year 2017	Residential Permits	Commercial Permits	Institutional Permits	Industrial Permits	Total of all Building Permits
January	\$ 3,527,200.00	\$ 260,000.00	\$ -	\$ 49,000.00	\$ 3,836,200.00
Feburary	\$ 6,394,500.00	\$ 150,000.00	\$ 5,000.00	\$ 82,000.00	\$ 6,631,500.00
March	\$ 7,355,867.43	\$ 241,500.00	\$ 35,000.00	\$ 70,000.00	\$ 7,702,367.43
April	\$ 5,679,040.00	\$ 452,879.00	\$ 144,000.00	\$ -	\$ 6,275,919.00
May	\$ 14,259,804.48	\$ 475,000.00	\$ 1,138,000.00	\$ 1,047,391.00	\$ 16,920,195.48
June	\$ 10,196,140.00	\$ 2,781,600.00	\$ 15,000.00	\$ 352,800.00	\$ 13,345,540.00
July	\$ 11,355,600.00	\$ 1,916,165.00	\$ 110,400.00	\$ 26,399,000.00	\$ 39,781,165.00
August	\$ 9,928,100.00	\$ 1,113,000.00	\$ 1,007,000.00	\$ 172,900.00	\$ 12,221,000.00
September	\$ 12,555,400.00	\$ 886,000.00	\$ -	\$ 775,000.00	\$ 14,216,400.00
October	\$ 7,572,200.00	\$ 1,094,000.00	\$ 1,504,908.00	\$ -	\$ 10,171,108.00
November	\$ 9,411,850.00	\$ 425,400.00	\$ 31,000.00	\$ -	\$ 9,868,250.00
December					
Year-to-date Totals	\$ 98,235,701.91	\$ 9,795,544.00	\$ 3,990,308.00	\$ 28,948,091.00	\$ 140,969,644.91

NOVEMBER 2018 - Newly Issued Business Licences

License #	Business Name	Address	Activity	Contact	Category	TaxRoll
LCB201800168	RGL RESERVOIR MANAGEMENT INC	6908 42 ST, Leduc, AB	SAND & FLOW CONTROL SOLUTIONS (OIL/GAS)	7807694100	General	017004
LCB201801195	FRESH CLEAN CHEMDRY	130 CAMPBELL RD, Leduc, AB	CARPET & UPHOLSTRY CLEANING	5878555619	Home Based	011624
LCB201801227	Jimcan	4403 56 AVE, Leduc, AB	Sign Making, Laser Engraving, Firearm Safety Courses, Handyman	7804991017	General	010893
LCB201801270	DI'S - DOS	50 ALTON DR, Leduc, AB	Hair Salon	7802718766	Home Based	005702
LCB201801286	Octo Mechanical Inc.	6905 39 ST, Unit:101, Leduc, AB	Millwright and Field Machining Services	7809193283	General	018581
LCB201801421	Impact Safety Solutions Ltd.	3310 ALLARD AVE, Unit:100	Provides safety services to the oil and gas industry	7809860060	General	019078
LCB201801454	ProQual Property Management	4704 53 AVE, Leduc, AB	Property/landscape maintenance, landscaping, snow removal	7806190543	General	010700
LCB201801462	Ki Kokoro Healing	6201 50 ST, Leduc, AB	Reiki Treatments, Reiki Classes, Reiki Shares, Group Meditations	7808876025	General	010384
LCB201801473	Oil Country Computers		IT/ Computer Sales, Service, Support and Consulting	7809009022	Non-Resident	
LCC201801477	Cona Construction Ltd		Residential framing	7802403640	Non-Resident	
LCB201801486	Vertex Oilfield Services	3907 65A AVE, Leduc, AB	Hydrovac Services	7804643295	General	017943
LCB201801488	NCM Custom Engine Services	215 SHEPPARD CIR, Leduc, AB	ASSEMBLE VEHICLE ENGINES (off-site)	7809843349	Home Based	016537
LCB201801493	Bombshell Brow and Hair Studio Inc.	4923 52 AVE, Leduc, AB	SALON	7802923835	General	
LCB201801494	Black & Whyte Screen Printing Ltd.	5904 50 ST, Unit:16, Leduc, AB	Screen Printing	7809404369	General	010354
LCB201801495	Maemax Compaction Services Ltd.	5510 45 ST, Unit:8, Leduc, AB	Sales, service and repair of recycling equipment.	7809194473	General	013509
LCB201801499	PAUL DEMERS	4907 46 ST, Leduc, AB	HORSE DRAWN WAGON RIDES - Charity Event, Dec. 16th	5877831401	Mobile	009666
LCC201801504	EMCON SERVICES INC		ROAD MAINTENANCE	7804490502	Non-Resident	
LCB201801511	MICO'S LIQUOR STORE	4820 50 ST, Leduc, AB	Liquor store	7809027599	General	010319
LCC201801518	Andiamo Electric Ltd		Electrical Contractor	7804883600	Non-Resident	
LCC201801519	JNL Mechanical Ltd		Commercial plumbing, gas, hvac design, build, installation, service.	4032759787	Non-Resident	
LCC201801533	On Side Restoration		Residential and commercial restoration	6044539353	Non-Resident	
LCC201801535	CASORSO HEATING & PLUMBING		PLUMBING & GASFITTING	7805695265	Non-Resident	
LCC201801536	Murray Williams Construction		Home renovation, decks, fencing	7802249000	Non-Resident	
LCC201801538	J.H. PEPIN CONSULTANTS LTD		Construction consultant	7806860044	Non-Resident	
LCC201801564	MYBloc Construction INC		Build energy efficient homes	7809035020	Non-Resident	
LCC201801577	Boss Renos		Renovations & Construction	7809087975	Non-Resident	
LCB201801616	Arlow Alliance Chartered Professional	4811 48 ST, Leduc, AB	ACCOUNTING PRACTICE	7809864126	General	010116
LCC201801637	PROMARK ELECTRICAL LTD		ELECTRICAL	7802371844	Non-Resident	
Total		28				

Newly Issued Business Licences Comparison by Year

	2014	2015	2016	2017	2018
January	58	42	53	69	65
February	28	47	59	34	47
March	49	43	68	49	35
April	44	34	52	62	46
May	41	36	50	73	39
June	48	40	73	47	54
July	42	66	62	55	43
August	41	29	54	48	47
September	51	48	68	51	34
October	48	53	53	51	44
November	28	42	48	37	28
December	18	11	25	9	
Total	496	491	665	585	482



Current Licence Types

	General	Resident	Non-Res.	Mobile	Non-Profit	Total
January	755	221	427	6	15	1424
February	862	279	491	11	26	1669
March	894	303	549	12	27	1785
April	927	352	596	16	27	1918
May	938	367	651	20	27	2003
June	954	377	693	25	27	2076
July	962	387	731	34	28	2142
August	972	394	772	40	28	2206
September	980	401	796	42	29	2248
October	981	410	829	44	29	2293
November	994	413	851	48	29	2335
December						0

2014 Year End for Comparison

Total	897	351	803	14	11	2076
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2015 Year End for Comparison

Total	936	371	840	41	15	2203
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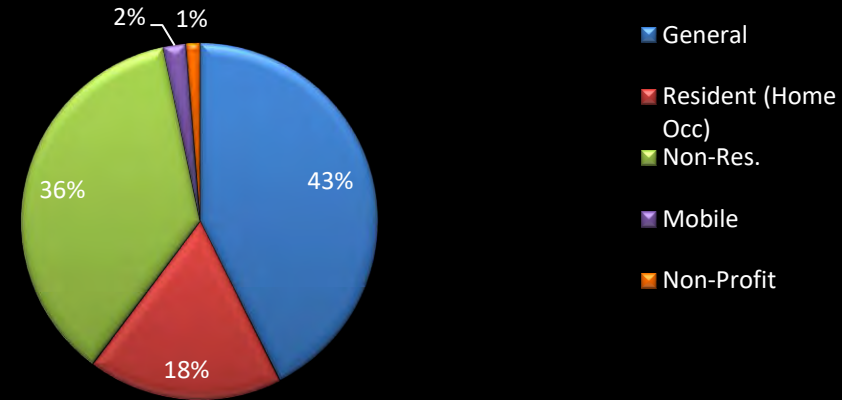
2016 Year End for Comparison

Total	971	403	809	44	23	2250
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2017 Year End for Comparison

Total	972	405	895	23	30	2325
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Licence Types as of Nov. 30, 2018

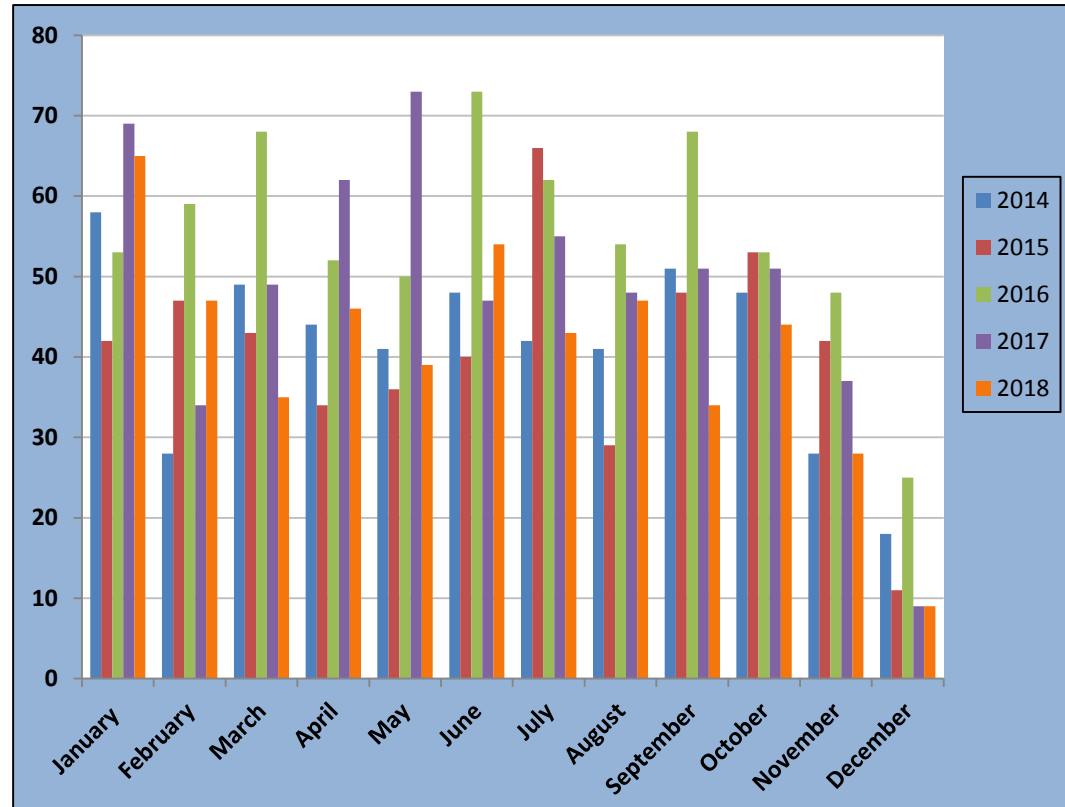


DECEMBER 2018 - Newly Issued Business Licences

License #	Business Name	Address	Activity	Contact	Category	TaxRoll
LCB201801508	M.A. Calon Trucking Ltd	6109 45 ST, Unit:4, Leduc, AB	TRUCKING	7802380717	General	015491
LCB201801610	Southside Certified	6542 SPARROW DR, Leduc, AB	Car dealership, vehicle sales and service	7804655252	General	008090
LCB201801674	APOLLO MACHINE & WELDING LTD	7607 39 ST, Leduc, AB	MACHINE SHOP	5873352126	General	012679
LCB201801738	FAMILY COUNSELLING CENTRES	5108 47 ST, Leduc, AB	COUNSELLING AGENCY	7806128577	General	009936
LCB201801739	INSTITUTE OF CHILD PSYCHOLOGY	5108 47 ST, Leduc, AB	MENTAL HEALTH EDUCATORS	8003011152	General	009936
LCC201801794	AGB PLUMBING & HEATING CORP.		PLUMBING & HEATING	4033579737	Non-Resident	
LCC201801820	STEPHEN LEWIS		ELECTRICAL CONTRACTING	7809377072	Non-Resident	
LCC201801849	DEGRAAF ELECTRIC INC		ELECTRICAL CONTRACTOR	7809642884	Non-Resident	
LCC201801882	Thistle Electric Inc		Electrical Commercial and Residential	7802936075	Non-Resident	

Newly Issued Business Licences Comparison by Year

	2014	2015	2016	2017	2018
January	58	42	53	69	65
February	28	47	59	34	47
March	49	43	68	49	35
April	44	34	52	62	46
May	41	36	50	73	39
June	48	40	73	47	54
July	42	66	62	55	43
August	41	29	54	48	47
September	51	48	68	51	34
October	48	53	53	51	44
November	28	42	48	37	28
December	18	11	25	9	9
Total	496	491	665	585	491



Current Licence Types

	General	Resident (Non-Res.	Mobile	Non-Profit	Total
January	755	221	427	6	15	1424
February	862	279	491	11	26	1669
March	894	303	549	12	27	1785
April	927	352	596	16	27	1918
May	938	367	651	20	27	2003
June	954	377	693	25	27	2076
July	962	387	731	34	28	2142
August	972	394	772	40	28	2206
September	980	401	796	42	29	2248
October	981	410	829	44	29	2293
November	994	413	851	48	29	2335
December	999	413	860	48	29	2349

2014 Year End for Comparison

Total	897	351	803	14	11	2076
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2015 Year End for Comparison

Total	936	371	840	41	15	2203
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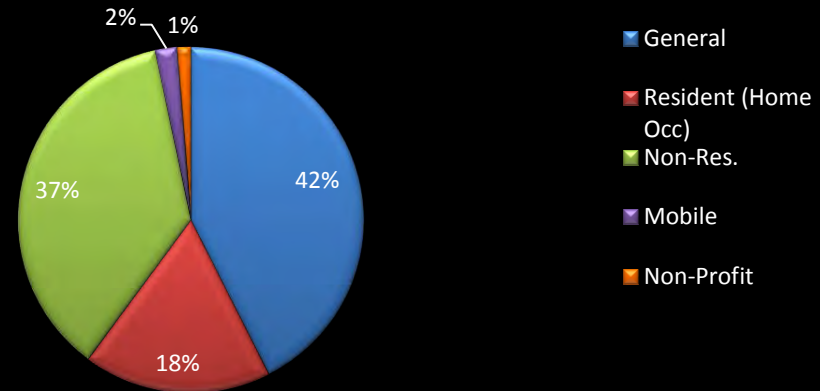
2016 Year End for Comparison

Total	971	403	809	44	23	2250
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2017 Year End for Comparison

Total	972	405	895	23	30	2325
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Licence Types as of Dec. 31, 2018



ADJOURNMENT