

# COUNCIL MEETING MONDAY, MAY 8, 2017 7:00 P.M.

#### FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL MONDAY, MAY 8, 2017 – 7:00 P.M. REDCLIFF TOWN COUNCIL CHAMBERS

<u>AGEI</u>	AGENDA ITEM RECOMMENDATION			
1.	GENERAL			
	A)	Call to Order		
	B)	Adoption of Agenda *	Adoption	
	C)	Accounts Payable *	For Information	
2.	DELE	GATION		
	A)	Catherine Richardson * Re: Redcliff Public Library Update		
3.	MINU	ITES		
	A)	Council meeting held April 24, 2017 *	For Adoption	
	B)	Redcliff/Cypress Regional Waste Management Authority meeting held May 3, 2017 *	For Information	
4.	BYLAWS			
	A)	Bylaw 1843/2017, Tax Rate Bylaw *	For Consideration	
	B)	Bylaw 1844/2017, Off-site Levy Bylaw *	For Consideration	
5.	REQUESTS FOR DECISION			
	A)	Electronic Voting Machines *	For Consideration	
	B)	Citizens on Patrol Society *	For Consideration	
6.	POLI	CIES		
	A)	Policy 130, Off-site Levies Policy *	For Discussion	
	B)	Policy 100, Infrastructure Capacity Fee Policy *	For Consideration	
	C)	Policy 009. Selection of Members on Boards & Commissions *	For Consideration	

#### 7. CORRESPONDENCE

A)	Senate of Canada * Re: Senate of Canada Contribution Award	For Information
B)	Alberta Recreation & Parks Association * Re: Alberta Recreation and Parks Association and the Government Of Alberta Honour Outstanding Work in your Community	For Information
C)	Farm Safety Centre *	For Information
OTHE	R	
A)	Redcliff Action Society for Youth * Re: 2016 Financial Report	For Information
B)	Redcliff/Cypress Regional Waste Management Authority * Re: Landfill Graphs to April 30, 2017	For Information
C)	Redcliff Community Newsletter Edition 14 *	For Information
D)	Memo to Council * Re: Permits Issued in March 2017	For Information
E)	Council Important Meetings & Events May 8, 2017 *	For Information

#### 9. ADJOURN

8.

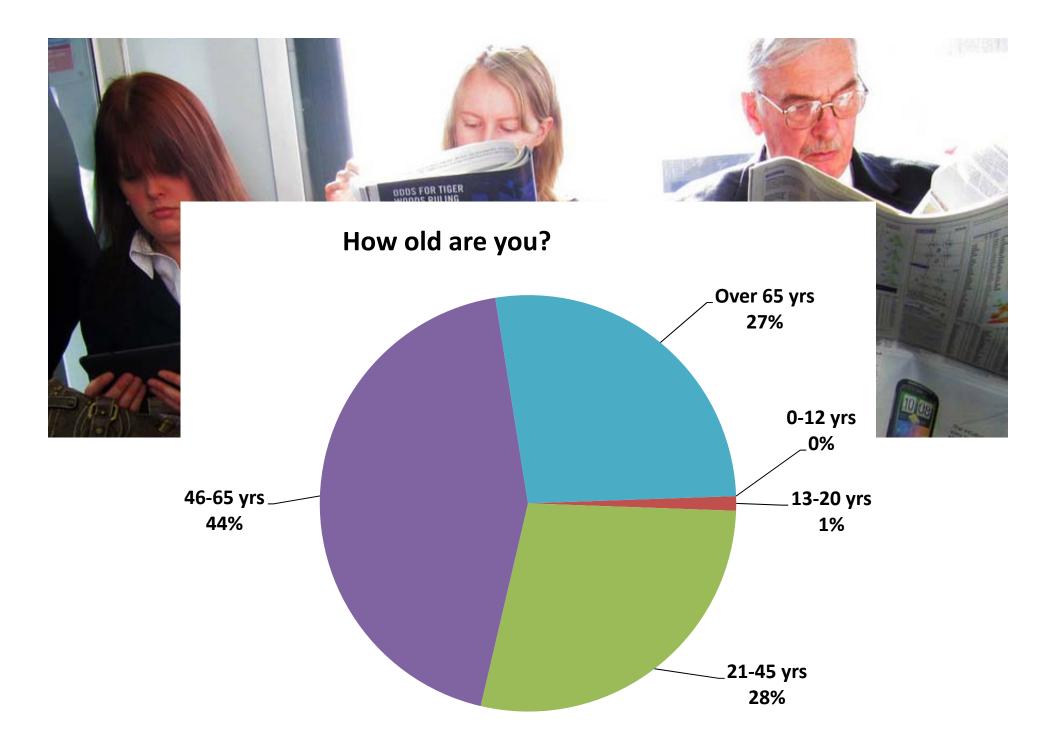
	<u>(</u>	ACCOUNTS PAYABLE LIST	
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
81783	49 NORTH LUBRICANTS	WASHER FLUID/BRAKE KLEEN	\$185.90
81784	AL'S AUDIO	SOUND SYSTEM RENTAL	\$115.50
81785	ALTA-WIDE	PLYWOOD	\$51.08
81786	CYPRESS COUNTY	WTP INSPECTION	\$1,112.74
81787	DAVIS PONTIAC	ROD	\$365.82
81788	HAT AGRI SERVICE	CABLE	\$98.70
81789	JOE JOHNSON	ROD ENDS/COVER MAIN BROOM/CREDIT	\$426.1
81790	KILPATRICK, DWIGHT	TRAVEL REIMBURSEMENT	\$785.00
81791	MELHAM, MIKE	TRAVEL REIMBURSEMENT	\$100.00
81792	SHAW CABLE	INTERNET	\$1,259.0
81793	PRODUCTIVITY PLUS ACCOUNT	BUSHING/O-RING/SCREWS/SEALS	\$287.1
81794	RECEIVER GENERAL	STAT DEDUCTIONS	\$404.10
81795	ROSENAU TRANSPORT	SHIPPING	\$462.09
81796	TORONTO STAMP INC.	STAMPS	\$429.92
81797	SOUTH COUNTRY	PARTS FOR MEMORIAL PARK VALVE	\$187.9
81798	PALMER, MARLENE	REFUND KEY DEPOSIT	\$125.0
81799	WEISS, JENNY	REFUND FOR LEARN TO RUN REGISTRATION	\$47.2
81800	MOOKS FABRIC	FACILITY REFUND	\$288.0
81801	TURRIS COMMUNICATIONS	RADIO & STROBE INSTALL	\$2,420.4
81802	WHITE FOX	ROADCRUSH	\$7,312.68
81804	ANDRES, BONNIE	EMPLOYEE REIMBURSEMENT	\$82.5
81805	BENCHMARK	ASSESSMENT FEES	\$16,246.9 <sup>-</sup>
81806	CAPITAL GLASS	INSTALL WINDSHIELD	\$327.60
81807	CARO ANALYTICAL	WATER ANALYSIS	\$114.24
81808	CLOVERDALE PAINT	TRAFFIC PAINT	\$364.38
81809	CYPRESS COMMUNICATIONS	INSTALL 2-WAY RADIO	\$754.9
81810	FRANCOTYP-POSTALIA	THERMAL RIBBON/SEALER BRUSH	\$209.8
81811	SHAW CABLE	INTERNET	\$84.9
81812	NEW WEST TRUCK CENTERS	CVIP TRAINING/NON-WARRANTY REPAIR	\$567.54
81813	POPICK, COREY	TRAVEL REIMBURSEMENT	\$330.89
81814	PUROLATOR	SHIPPING	\$70.70
81815	REEL MEMORIES IN MOTION	TRANSFER OF SEWER CAMERA JOBS	\$1,645.00
81816	WOLSLEY MECHANICAL GROUP	CURB STOP/SERVICE BOX/ROD/COUPLING	\$2,056.0
		33 CHEQUES - TOTAL	\$39,320.10

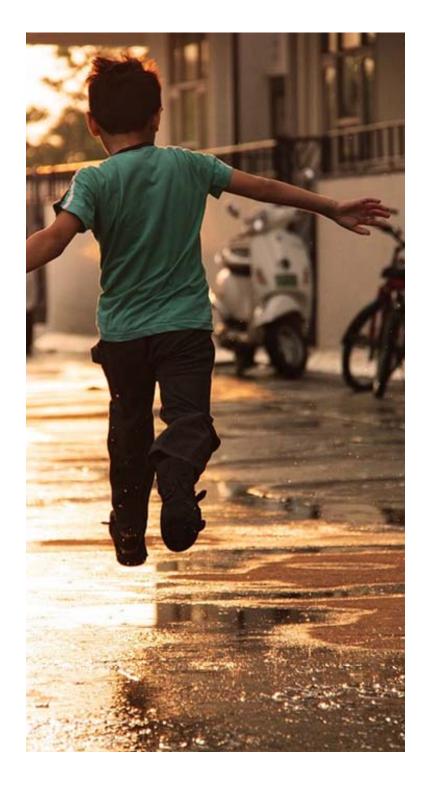
	ELECTRONIC FUNDS TRANSFERRED PAYABLES		
EFT#	VENDOR	DESCRIPTION	AMOUNT
00104	ACTION PARTS	INSTALL SAFETY RACK FRAME	\$427.23
00105	ATRON	SEWAGE LIFT PUMP/FURNACE REPAIR	\$4,695.18
00106	CANADIAN LINEN & UNIFORM	COVERALLS/TOWELS	\$26.25
00107	FARMLAND	SUCTION HOSE/FITTINGS	\$185.75
00108	REDCLIFF HOME HARDWARE	ADAPTER/NAILS/BRUSHES/PAINT/SEALER/COUPLINGS	\$303.05
00109	LETHBRIDGE HERALD	ADVERTISING	\$1,252.91
00110	PARK ENTERPRISES	PERMITS	\$1,944.85
00111	SUMMIT MOTORS	PUMP/HORN/GROMMETS	\$1,176.91
00112	BREWMASTER	MEALS ON WHEELS CONTAINERS	\$90.94

\$836.70	DOCK PLATE	ACKLANDS GRAINGER	00113
\$63.72	FLASHER PINS	ACTION PARTS	00114
\$18,706.18	BENEFITS/HEALTH SPENDING	AMSC INSURANCE	00115
733.69	GREASE COUPLER/LOCK/EAR PLUGS/COVERALLS	THE BOLT SUPPLY HOUSE	00116
\$26.25	COVERALLS/TOWELS	CANADIAN LINEN & UNIFORM	00117
\$1,985.10	UNION DUES	CUPE	00118
\$311.26	COPIER FEES	DIGITEX	00119
639.88	BINDERS/HOLDERS/SAFETY GLASSES	FOX ENERGY	00120
913.5	HYDROVAC CURB STOP	GAS CITY HYDRO VAC	00121
15.75	REPAIR FLAT TIRE	KIRK'S MIDWAY TIRE	00122
942.5	ROD TORQUE/AIR-BAG/CLAMP/CHAMBER	SUMMIT MOTORS	00123
45.55	MOTOR ASY	SUN CITY FORD	00124
\$35,323.15	21 EFT - TOTAL		

	REDCLIFF/CYPRESS LANDFILL PAYABLES		
CHEQUE #	VENDOR	DESCRIPTION	<u>AMOUNT</u>
00052	SUNCOR	FUEL	\$3,261.04
00053	FARMLAND SUPPLY	CAMLOCKS/CLAMPS/BANJOS	\$73.78
00054	FINNING CANADA	AL-JON ENGINE REPAIR	\$1,634.22
00055	SHOCKWARE	INTERNET	\$52.45
00056	SUNCOR	FUEL	\$1,567.00
00057	THE BOLT SUPPLY HOUSE	GREASE GUN/STARTER KIT/BATTERY PACK/MASKS	\$769.97
		6 CHEQUES - TOTAL	\$7,358.46



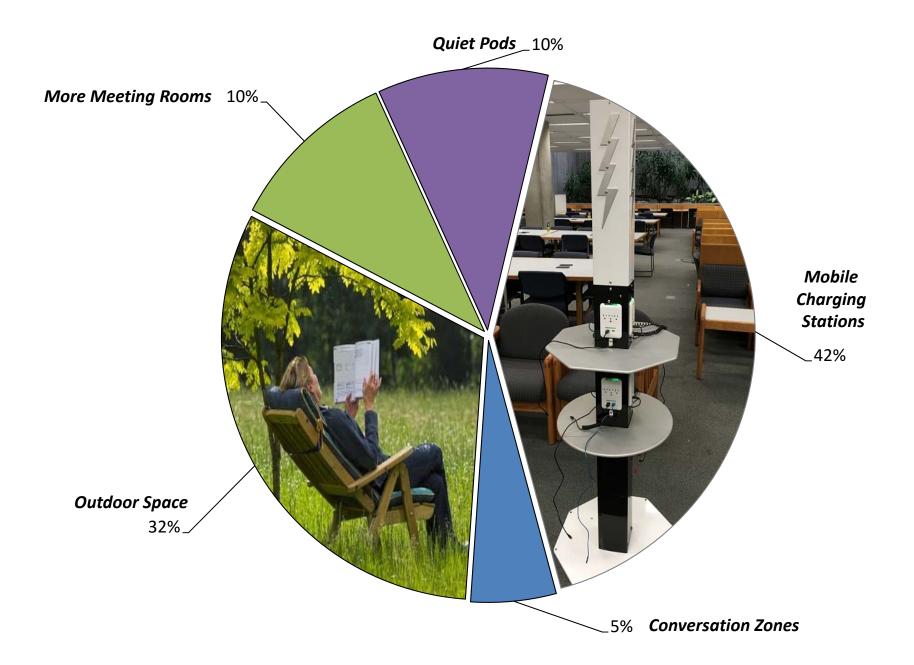




How *satisfied* are you with the Library Staff (approachable and knowledgeable, etc.)? 87 Answered – 2 Skipped

62 20 5 0 0 Not At All Not Very Moderately Very Completely Satisfied Satisfied Satisfied Satisfied Satisfied

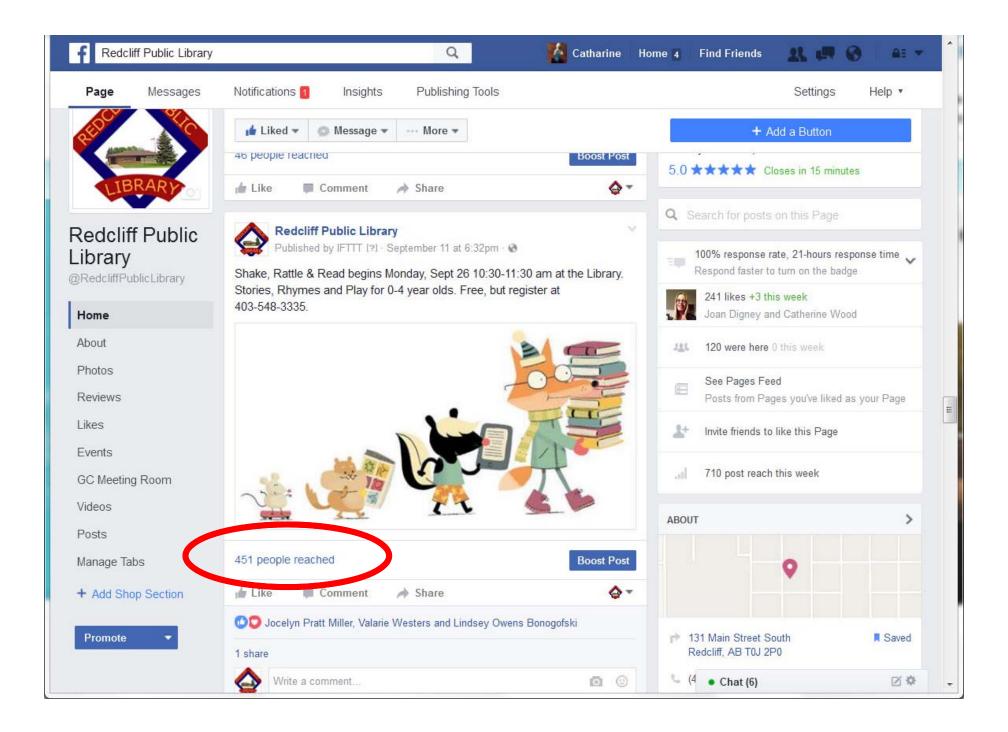
## Is there a space that the library should have?



# Would you be more likely to come to the library if it was (check all that apply)

Open before 9 am Open after 8 pm





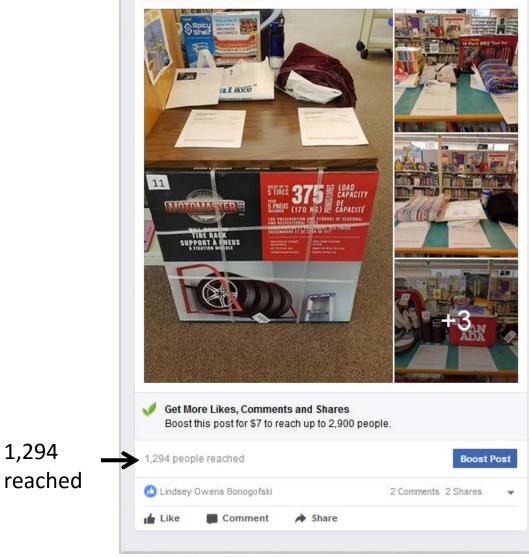
#### Post Details



1,294

Redcliff Public Library added 6 new photos. Published by Tracy Weinrauch [?] - April 27 at 8:31am - 🚱

Today is the day! The silent auction begins today 🙂 Check out these great items ready for your bids 🙂 All proceeds from the auction go towards our meeting room renovation.



1,294 People Reached 26 Likes, Comments & Shares 13 12 1 On Shares Likes On Post 7 3 4 On Post On Shares Comments 6 2 4 Shares On Post On Shares 363 Post Clicks 244 0 119 Other Clicks Photo Views Link Clicks NEGATIVE FEEDBACK 0 Hide Post 0 Hide All Posts 0 Report as Spam 0 Unlike Page

Reported stats may be delayed from what appears on posts

# Plan of Service Results

Goal: Develop and promote programming aimed at all groups in our community .

- Adults
- Teens
- Children

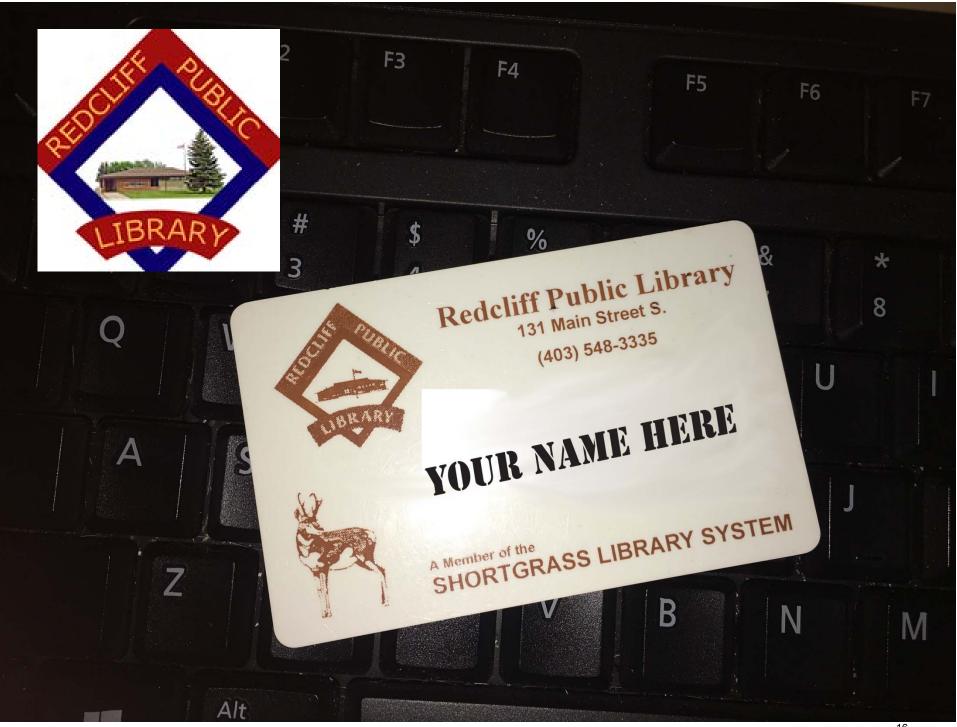
# Adult Programming

- Tech Talk Coffee Time For Seniors looking for technical information and socialization
- Book Clubs test various meeting times.
- "Stitch & Bitch" hosting crafting social events
- "Adult Only Time" events, outside of operating hours
- *Library Café* is planned for the meeting room
- Place "Reader Request" drop boxes around town
- A *Display Case* for local art/artists
- Use the *Redcliff Reads!* Reader booth



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THE REDCLIFF FUB LIBRARY IS NOT RESPONSIBLE FOR



# 50<sup>th</sup> Anniversary

# Saturday, October 15 Save the Date!

#### MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL MONDAY, APRIL 24, 2017 @ 7:00 P.M.

PRESENT:	Mayor Councillors	E. Reimer D. Kilpatrick, C J. Steinke, C. ( L. Leipert	
	Municipal Manager	A. Crofts	(left at 7:39 p.m., returned at 7:48 p.m.)
	Manager of Legislative & Land Services	S. Simon	(left at 7:39 p.m., returned at 7:48 p.m.) (left at 9:33 p.m., returned at 9:46 p.m.)
	Director of Finance & Administration	J. Tu	(left at 7:39 p.m., returned at 7:48 p.m.) (left at 7:52 p.m., returned at 8:03 p.m.) (left the meeting at 9:11 p.m.)
	Director of Planning & Engineering	J. Johansen	(arrived at 7:04 p.m.) (left at 7:39 p.m., returned at 7:48 p.m.) (left at 9:33 p.m.)
	Director of Community & Protective Services	K. Dalton	(left at 7:39 p.m., returned at 7:48 p.m.) (left the meeting at 9:11 p.m.)
ABSENT:	Councillor	E. Solberg	
		1. GENERA	L
	Call to Order	<b>A)</b> Mayor Reime p.m.	er called the regular meeting to order at 7:00
2017-0156	Adoption of Agenda	-	eipert moved the agenda be adopted as one item to In Camera for Personnel.
2017-0157	Accounts Payable	Town of Redcliff	einke moved the accounts payables for the and Redcliff Cypress Regional Waste thority, be received for information Carried.
2017-0158	Bank Summary to March 31, 2017		ilpatrick moved the Bank Summary to March eived for information Carried.
		Director of Plan 7:04 p.m.	ning & Engineering arrived to the meeting at

		2. DELEGATION
	KPMG LLP presentation of the Town of Redcliff Financial Statements and the Redcliff Cypress Regional Waste Management Authority Financial Statements	<b>A)</b> Derek Taylor, Partner of KPMG LLP was in attendance to present the Town of Redcliff Financial Statements and the Redcliff Cypress Regional Waste Management Authority Financial Statements.
2017-0159	Financial Statements	Councillor Brown moved to meet in camera at 7:28 p.m. - Carried.
		The Municipal Manager, Manager of Legislative & Land Services, Director of Community & Protective Services, Director of Planning & Engineering, and Director of Finance & Administration left the meeting at 7:39 p.m.
2017-0160		Councillor Steinke moved to return to regular session at 7:47 p.m Carried.
		The Municipal Manager, Manager of Legislative & Land Services, Director of Community & Protective Services, Director of Planning & Engineering, and Director of Finance & Administration returned to the meeting at 7:48 p.m.
2017-0161		Councillor Leipert moved the presentation of the Town of Redcliff Financial Statements and the Redcliff Cypress Regional Waste Management Authority Financial Statements, by Derek Taylor, Partner of KPMG LLP, be received for information Carried.
2017-0162		Councillor Brown moved that the Financial Statements for the Town of Redcliff for the year ended December 31, 2016, be approved as presented. Further, that the Mayor, Municipal Manager, and Director of Finance & Administration be authorized to sign the financial statements Carried.
2017-0163		Councillor Kilpatrick moved that the Financial Statements for Redcliff/Cypress Regional Waste Management Authority for the year ended December 31, 2016, be received for information Carried.
		3. MINUTES
2017-0164	Council meeting held April 10, 2017	<ul> <li>A) Councillor Leipert moved the minutes of the Council meeting held April 10, 2017, be adopted as presented.</li> <li>- Carried.</li> </ul>
2017-0165	Special Municipal Planning Commission meeting held April 6, 2017	<b>B)</b> Councillor Steinke moved the minutes of the Special Municipal Planning Commission meeting held April 6, 2017, be received for information Carried.

2017-0166	Redcliff Family & Community Support Services meeting held April 11, 2017	<b>C)</b> Councillor Brown moved the minutes of the Redcliff Family & Community Support Services meeting held April 11, 2017, be received for information Carried.
		Director of Finance & Administration left at 7:52 p.m.
		4. REQUESTS FOR DECISION
2017-0167	Budget 2017 Re: Final Approval	<ul> <li>A) Councillor Steinke moved that the Town of Redcliff 2017</li> <li>Capital and Operating Budgets be approved as presented.</li> <li>Carried.</li> </ul>
		Director of Finance & Administration returned at 8:03 p.m.
2017-0168	Sanitary Sewer Trunk Upgrade	<b>B)</b> Councillor Leipert moved that Administration continue with the Jesmond lift station project as approved Defeated.
2017-0169		Councillor Kilpatrick moved that Administration proceed with the detailed design of a new lift station at 5 <sup>th</sup> Avenue and 3 <sup>rd</sup> Street SW Carried.
		5. POLICIES
2017-0170	Policy 026, Community Services Department Contingency Funding	<b>A)</b> Councillor Crozier moved Policy 026, Policy on Community Services Department Contingency Funding be approved as presented Carried.
		6. CORRESPONDENCE
2017-0171	Redcliff Public Library	<b>A)</b> Councillor Steinke moved correspondence from Redcliff Public Library dated April 13, 2017 regarding Redcliff Public Library Silent Auction, be received for information. Further, that Administration be authorized to contribute a Redcliff Aquatic Centre Family Swim Pass and other promotional items towards the Redcliff Public Library Silent Auction. - Carried.

2017-0172 Alberta Seniors & Housing Re: Minister's Seniors Service Awards B) Councillor Brown moved correspondence from Alberta Seniors & Housing dated March 30, 2017, regarding the Minister's Seniors Service Awards, be received for information. Further that Administration forward the aforementioned correspondence to the Redcliff Seniors Society for their information. - Carried.

#### 7. OTHER

2017-0173 Memo Re: 2017 Redcliff Fall Festival & Parade **A)** Councillor Brown moved the Memo to Council dated April 20, 2017 regarding the Redcliff Fall Festival and Parade, be received for information. - Carried.

2017-0174	Municipal Manager Report to Council April 24, 2017	<ul> <li>B) Councillor Leipert moved the Municipal Manager Report to Council April 24, 2017, be received for information.</li> <li>Carried.</li> </ul>	
2017-0175	Councillor Report to Council April 24, 2017	<b>C)</b> Councillor Steinke moved the Councillor Report to Council April 24, 2017, be received for information Carried.	
2017-0176	Council Important Meetings & Events April 24, 2017	<b>D)</b> Councillor Kilpatrick moved the Council Important Meetings & Events April 24, 2017, be received for information Carried.	
		8. RECESS	
		Mayor Reimer called for a recess at 9:11 p.m.	
		Director of Finance & Administration and Director of Community & Protective Services left the meeting at 9:11 p.m.	
		Mayor Reimer reconvened the meeting at 9:21 p.m.	
		9. IN CAMERA	
2017-0177		Councillor Steinke moved to meet In Camera at 9:21 p.m Carried.	
		Manager of Legislative & Land Services and Director of Planning & Engineering left at 9:33 p.m.	
2017-0178		Councillor Crozier moved to return to regular session at 9:46 p.m Carried.	
		Manager of Legislative & Land Services returned at 9:46 p.m.	
2017-0179		Councillor Brown moved to direct Administration to obtain a Market Appraisal on Lot U2, Block 1, Plan 7510870 Carried.	
		10. ADJOURNMENT	
2017-0180	Adjournment	Councillor Kilpatrick moved to adjourn the meeting at 9:47 p.m Carried.	
		Mayor Reimer	

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Manager of Legislative & Land Services

#### REDCLIFF/CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY MEETING WEDNESDAY, MAY 3, 2017 at 1:00 p.m. REDCLIFF TOWN COUNCIL CHAMBERS

PRESENT:	Town of Redcliff:	Councillor Councillor	D. Kilpatrick C. Crozier
		Landfill Treasurer Landfill Manager Operations Supervisor Manager Legislative & Land Services	J. Tu C. Popick E. Huberdeau S. Simon
	Cypress County:	Councillor Councillor Public Works Operations Supervisor	A. Belyea L. Pahl J. Garland

#### ABSENT:

#### 1. CALLED TO ORDER

C. Popick called the meeting to order at 1:03 p.m.

#### 2. ELECTION OF CHAIRPERSON

L. Pahl nominated D. Kilpatrick to be Chairperson. D. Kilpatrick accepted.

#### 3. ADOPTION OF AGENDA

L. Pahl moved the agenda be adopted as presented. - Carried.

#### 4. MINUTES OF PREVIOUS MEETING

L. Pahl moved the minutes of the meeting held on September 14, 2016, be adopted as amended. - Carried.

#### 5. NEW BUSINESS

#### A) Auditor's Report

#### Presentation by Derek Taylor, Partner of KPMG LLP

L. Pahl moved the Redcliff/Cypress Regional Waste Management Authority Auditor's Report to December 31, 2016, be approved. Further, that the Chairman and Landfill Treasurer be authorized to sign the Redcliff/Cypress Regional Waste Management Authority 2016 Financial Statements. - Carried.

Landfill Treasurer left the meeting at 1:28 p.m.

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#### B) Presentation by Wayne Pratt, Environeta Solutions Inc. Re: Waste to Energy to Food Project

A. Belyea moved the presentation by Wayne Pratt of Environeta Solutions Inc. regarding Waste to Energy to Food Project, be received for information.Carried.

#### C) Salbro Consulting Services Presentation by Walter Brodowski L. Pahl moved the Salbro Consulting Services presentation be received for information. - Carried.

#### D) Landfill Manager's Report

A. Belyea moved the Landfill Manager's Report May 3, 2017, be received for information. - Carried.

Landfill Treasurer returned to the meeting at 3:05 p.m.

#### E) Request for Decision

#### **Re: Landfill Compactor Procurement**

L. Pahl moved that the Redcliff/Cypress County Regional Authority modify the allotted 2017 Budget and award the compactor procurement to Humdinger for the amount of \$841,791.25 which includes two years warranty. Further that the overage be funded from the Landfill Reserve. - Carried.

#### F) 2016 Annual Report

C. Crozier moved the Redcliff/Cypress Regional Waste Management Authority 2016 Annual Report, be received for information. - Carried.

#### G) Landfill Graphs

C. Crozier moved the Redcliff/Cypress Regional Landfill Graphs to March 31, 2017, be received for information. - Carried.

#### H) Schedule next meeting

Consensus of the Authority was that the next Redcliff/Cypress Regional Waste Authority meeting be scheduled for September 7, 2017 at 1:00 p.m.

A. Belyea moved consideration of the proposal from Wayne Pratt, Environeta Inc., regarding a Waste to Energy to Food Project, be deferred until more detailed information has been provided and the Regional Solid Waste Study is completed. - Carried.

#### 6. ADJOURNMENT

C. Crozier moved adjournment of the meeting at 3:18 p.m. - Carried.

Chairman

Secretary

#### TOWN OF REDCLIFF REQUEST FOR DECISION

DATE:	May 8, 2017
PROPOSED BY:	Director of Finance and Administration
TOPIC:	2017 Tax Bylaw
PROPOSAL:	To approve 2017 Tax Bylaw No.1843/2017

#### **BACKGROUND:**

The 2017 Final Budgets were approved at the April 24, 2017 Council meeting. The Municipal Government Act requires that Council pass an annual property tax bylaw to raise revenues to be used toward payment of expenditures and transfers approved in the annual budget.

As per the 2017 final operating budget, the municipal levy is \$5,314,873, \$5,247,566 of which is levied from the Town's properties, and \$67,307 from the Annexed Properties (which are also part of the Town but subject to the annexation order issued by the Municipal Government Board). There is a 2.63% increase from the 2016 budget.

Due to the increase of School Requisitions for residential and farm land properties, the budget for school requisitions has increased to \$2,014,282 from \$1,982,671, a 1.60% increase from the 2016 budget. It is noted that the Town collects the school requisition and disburses back into the school system on behalf of the province.

There is a 3.28% increase of the Cypress View Foundation requisition, \$70,186 \$ from \$67,957 when compared to last year.

The mill rates set in the 2017 Tax Bylaw No.1843/2017 will raise \$5,314,873 as a municipal requirement, \$2,014,282 as School Requisitions and \$70,168 as Cypress View Foundation Requisition.

Assessment		2017	2016	Assessment Incr/(Decr)	Incr/(Decr) Percent
Residential		\$492,199,360	\$487,004,630	\$5,194,730	1.07%
Non-residential		191,707,730	198,100,620	(6,392,890)	(3.23%)
Farmland		5,077,660	5,330,030	(252,370)	(4.73%)
Machine & Equipment		12,697,430	12,961,920	(264,490)	(2.04%)
Sub-total		\$701,682,180	\$703,397,200	\$(1,715,020)	(0.24%)
Annexed Properties					
Residential		\$9,702,770	\$9,537,050	\$165,720	1.74%
Non-residential		7,665,240	7,656,490	8,750	0.11%
Farmland		62,140	62,800	(660)	(1.05%)
Machine & Equipment		1,068,970	804,320	264,650	32.90%
Sub-total		\$18,499,120	\$18,060,660	\$438,460	2.43%
Grand Total		\$720,181,300	\$721,457,860	\$(1,276,560)	(0.18%)
Mill Rates		2017	2016	Militate	Incr/(Decr)
Residential	General Municipal Tax	0.005284	0.005232	0.000052	1.00%
	ASFF/Opted Out School Requisition	0.002495	0.002432	0.000063	2.59%
	Cypress Foundation	0.000098	0.000095	0.000003	3.16%
	Combined Residential Tax Rate	0.007877	0.007759	0.000118	1.52%
Non-Residential	General Municipal Tax	0.012949	0.012144	0.000805	6.63%
	ASFF/Opted Out School Requisition	0.003760	0.003714	0.000046	1.24%
	Cypress Foundation	0.000098	0.000095	0.000003	3.16%
	Combined Non-Residential Tax Rate	0.016807	0.015953	0.000854	5.35%

The comparison of the assessments and the mill rates between 2017 and 2016 are as follows:

Example: For a residential property with an assessed value of 250,000, the proposed mill rates will result in a tax increase of 29.50 ( $250,000 \times 0.000118$ ), and a non-residential property with an assessed value of 500,000 would result in a tax increase of 427 ( $500,000 \times 0.000854$ ).

Residential Property at assessm	\$250,000			
Residential Property	2017	2016	Difference	Increase in Taxes
Municipal Tax Levy	0.005284	0.005232	0.000052	13.00
School Tax Levy	0.002495	0.002432	0.000063	15.75
Cypress Foundation	0.000098	0.000095	0.000003	0.75
	0.007877	0.007759	0.000118	29.50
Non-Residential Property at ass	essment valu	e	\$500,000	
	2017	2016	Difference	Increase in Taxes
Municipal Tax Levy	0.012949	0.012144	0.000805	402.50
School Tax Levy	0.003760	0.003714	0.000046	23.00
Cypress Foundation	0.000098	0.000095	0.000003	1.50
	0.016807	0.015953	0.000854	427.00

**POLICY/LEGISLATION:** Municipal Government Act 353 (1) – Property Tax Bylaw Property tax bylaw

353 (1) Each council must pass a property tax bylaw annually.

(2) The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of

(a) the expenditures and transfers set out in the budget of the municipality, and (b) the requisitions.

#### STRATEGIC PRIORITIES: N/A

#### ATTACHMENTS:

Bylaw No. 1843/2017

#### Options:

- 1. To consider adopting the 2017 Tax Bylaw 1843/2017 by giving three readings.
- 2. To give the 2017 Tax Bylaw 1843/2017 first reading, and direct Administration to review and incorporate additional changes to the amended the bylaw for second and third readings.

#### **RECOMMENDATION:**

Option 1

#### SUGGESTED MOTION(S):

- 1. i) Councillor \_\_\_\_\_ moved Bylaw 1843/2017, Tax Rate Bylaw be given first reading.
  - ii) Councillor \_\_\_\_\_ moved Bylaw 1843/2017, Tax Rate Bylaw be given second reading.
  - iii) Councillor \_\_\_\_\_ moved Bylaw 1843/2017, Tax Rate Bylaw be presented for third reading.

(Note: Must be unanimous in order to proceed with third reading)

- iv) Councillor \_\_\_\_\_ moved Bylaw 1843/2017, Tax Rate Bylaw be given third reading.
- 2. Councillor \_\_\_\_\_ moved to direct Administration to review and incorporate additional changes to the proposed 2017 Tax Bylaw No. 1843/2017 and bring back at a special Council meeting.

SUBMITTED BY:

**Department Head** 

Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_ AD. 2017.

#### TOWN OF REDCLIFF BYLAW NO. 1843/2017

#### A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF REDCLIFF FOR THE 2017 TAXATION YEAR.

**WHEREAS**, the Town of Redcliff has prepared and adopted detailed estimates of municipal revenue and expenditures as required, at the Council meeting held on April 24<sup>th</sup>, 2017;

**AND WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Town of Redcliff for 2017 total \$21,260,490;

#### AND WHEREAS, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/ Farm Land	\$ 1,168,276
Non-Residential	662,559
Opted Out School Boards	
Residential/ Farm Land	100,509
Non-Residential	 82,938
Sub - Total	\$ 2,014,282
Cypress View Foundation	70,186

**AND WHEREAS**, the council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26;

**AND WHEREAS**, the assessed value of all property in the Town of Redcliff as shown on the assessment roll is:

		Assessment
Residential	\$	492,199,360
Non-residential		191,707,730
Farmland		5,077,660
Machinery and Equipment		12,697,430
Sub - Total	\$	701,682,180
Less Machinery and Equipment assessment allowance		
40%		(5,078,972)
	\$	696,603,208
Annexed Properties (Subject to Board Order MGB 147/2008	)	
Residential	\$	9,702,770
Non-residential		7,665,240
Farmland		62,140
Machinery and Equipment		1,068,970
Sub - Total	\$	18,499,120
Total Assessment	\$	720,181,300

**AND WHEREAS**, Council is authorized in the Municipal Government Act and considers it appropriate to apply an exemption to the extent of 40% to the Machinery and Equipment used for manufacturing or processing;

**AND WHEREAS**, the estimated municipal revenues and transfers from all sources other than property taxation is estimated at \$12,633,080 and the balance of \$5,247,566 is to be raised by general municipal property taxation, and \$67,307 by the annexed properties (Order of Council No. 147/2008);

**AND WHEREAS,** The Municipal Government Act authorizes the Town of Redcliff to impose a supplementary tax against properties listed on the supplementary tax roll;

**AND WHEREAS**, the taxation rates and taxation revenue for certain properties which were brought into the Town of Redcliff as a result of annexation are governed by Order of Council No. 147/2008;

## NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Town of Redcliff, in the Province of Alberta, enacts as follows:

1. This Bylaw shall be known as the Town of Redcliff Tax Rate Bylaw:

Conorol Municipal Properties

2. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Redcliff:

General Municipal Properties				
	Т	ax Levy	Assessment	Tax Rate
General Municipal:				
Residential	\$	2,600,745	\$ 492,199,360	0.005284
Non-residential		2,482,423	191,707,730	0.012949
Farmland		65,751	5,077,660	0.012949
Machinery and Equipment *		98,647	12,697,430	0.007769
* 40% Machinery & Equipment				
Allowance				
	\$	5,247,566	\$ 701,682,180	
Education:				
ASFF (Residential & Farmland)	\$	1,151,268	\$ 461,429,755	0.002495
ASFF (Non-residential)		637,875	169,647,594	0.003760
Opted Out (Residential &				
Farmland)		89,439	35,847,265	0.002495
Opted Out (Non-Residential)		82,943	22,060,136	0.003760
	\$	1,961,525	\$ 688,984,750	
Cypress View Foundation	\$	68,385	\$ 701,682,180	0.000098
Sub-Total	\$	7,277,476	\$701,682,180	

Tax Levy	Assessment
\$ 67,307	
52,757	
1,802	
\$121,866	\$18,499,120
\$ 7,399,342	\$ 720,181,300
	\$ 67,307 52,757 1,802 <b>\$121,866</b>

#### Annexed Properties MGB Order 147/08 (Rates as per Cypress County)

- 3. That the Chief Administrative Officer be authorized to impose a supplementary tax against properties listed on the supplementary tax roll and the supplementary tax rates be the same as imposed by this bylaw.
- 4. That the Chief Administrative Officer be authorized to levy and collect property taxes for 2017, on those properties annexed to the Town of Redcliff from Cypress County, which are subject to the provisions of Board Order 147/2008, based on those rates established by Cypress County Mill Rate Bylaw.
- 5. That this bylaw shall take effect on the date of the third and final reading.

**READ** a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017

**READ** a second time this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

**READ** a third time this \_\_\_\_\_ day of \_\_\_\_2017.

PASSED and SIGNED this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

#### **TOWN OF REDCLIFF**

#### **REQUEST FOR DECISION**

DATE:	May 8, 2017
PROPOSED BY:	Director of Planning & Engineering
TOPIC:	Off-site Levies
PROPOSAL:	1 <sup>st</sup> Reading of the Off-site Levies Bylaw

#### BACKGROUND:

The Off-site Levy Bylaw requires a yearly update and reconciliation of the off-site levies rate calculations and accounts.

At the end of 2016 no monies had been collected and no monies had been paid out of the offsite levies reserves.

Administration took the draft report of the 2017 recalculation of the off-site levies to Council February 27, 2017 and has distributed it to the development industry for comment. A summary of the comments from the public consultation and Administration recommendations on changes to the Off-site Levies policy to deal with the comments was presented to Council April 10, 2017.

The next step is to approve the amendment of the Off-Site Levy Bylaw to update the rates for 2017. Updates to the bylaw should follow the same process used to adopt the bylaw which was a first reading followed by two weeks of advertising of a non-statutory hearing, the non-statutory hearing at the next regularly scheduled Council meeting followed by the 2<sup>nd</sup> and 3<sup>rd</sup> readings of the Bylaw at the same meeting. Following this procedure the non-statutory public hearing will be scheduled for the May 23, 2017 Council meeting.

Area Ref. #	Transportation Charges	Water Charges	Sanitary Charges	Storm Water Charges	Total
1.5	\$32,001.72	\$25,310.77	\$21,068.24	\$0.00	\$78,380.74
2.5	\$27,535.78	\$25,310.77	\$28,784.58	\$0.00	\$81,631.13
3.5	\$20,866.53	\$27,854.22	\$10,967.23	\$17,925.30	\$77,613.29
4.5	\$32,001.72	\$36,019.74	\$22,690.46	\$23,755.71	\$114,467.64
5.5	\$28,542.60	\$34,880.01	\$33,679.07	\$0.00	\$97,101.68
6.5	\$28,542.60	\$34,880.01	\$33,679.07	\$0.00	\$97,101.68
7.5	\$26,197.65	\$25,310.77	\$28,784.58	\$0.00	\$80,293.00
8.5	\$25,341.03	\$25,310.77	\$28,784.58	\$0.00	\$79,436.38
9.5	\$50,417.84	\$27,854.22	\$13,675.41	\$14,537.04	\$106,484.52
10.5	\$11,065.22	\$41,851.97	\$7,085.03	\$22,525.30	\$82,527.51
11.5	\$31,112.29	\$25,310.77	\$21,068.24	\$0.00	\$77,491.31

The revised Off-site Levies Rates are shown in the table below.

A revised policy will be presented to Council for approval prior to or at the May 23, 2017 Council meeting.

#### POLICY/LEGISLATION:

The MGA section 648 RSA 2000 cM-26 s649;2015 c8 s68

Bylaw 1829 Off-site Levy Bylaw

Policy 130 Off-site Levies Policy

#### STRATEGIC PRIORITIES:

While off-site levies are not specifically addressed as a strategic priority, following of the Bylaws passed by Council and meeting the requirements of the legislation are priorities.

#### ATTACHMENTS:

Bylaw 1844/2017 Off-site Levy Bylaw

Town of Redcliff Offsite Levies, 2017 Levies Recalculation, Final Report (Schedule C)

#### **OPTIONS:**

- 1. That Council give first reading to Bylaw 1844/2017, Off-site Levy Amending Bylaw.
- 2. That Council decline to give first reading Bylaw 1844/2017, Off-site Levy Amending Bylaw. and instructs Administration to :

#### **RECOMMENDATION:**

Option 1

#### SUGGESTED MOTION(S):

1. Councillor Bylaw be given first reading.			moved Bylaw 1844/2017, Off-site Levy Amending		
2.	Councillor		moved that Adm	inistration :	
	•	Λ			
รเ	JBMITTED BY:	Department Head		Municipal Manager	<u> </u>
AF	PROVED / REJEC	TED BY COUNCIL TH	IS DAY OF		_AD. 2017.

#### BYLAW 1844/2017 OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING BYLAW 1829/2016 BEING THE REDCLIFF OFF-SITE LEVY BYLAW.

**WHEREAS** Bylaw 1829/2016 requires a yearly update of the offsite levies rates and calculations supporting those rates.

**AND WHERAS** the Town of Redcliff Offsite Levies, 2017 Levies Recalculation Final Report has been received that outlines updates to the off-site levies rates and calculations supporting those rates.

**AND WHEREAS** copies of the bylaw and related documents were made available for inspection by the Public at the Municipal Office as required by the Municipal Government Act R.S.A. 2000, Ch. M-26;

**AND WHEREAS** a non-statutory public hearing with respect to this bylaw was held in Council Chambers at the Town of Redcliff on the \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2017.

## NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

- 1. This bylaw be cited as the Town of Redcliff Off-Site Levies Amending Bylaw 1844/2017.
- 2. That the report Town of Redcliff Offsite Levies, 2017 Levies Recalculation Final Report is affixed as Schedule "C".
- 3. That where in the Bylaw the Report is referred to it shall mean the report found in Schedule "C" unless the matter is not dealt with in the report in Schedule "C" in which case the report in Schedule "B" shall be referenced.
- 4. That Schedule "C" shall govern over Schedule "B".
- 5. This bylaw shall come into force on the date of final reading and signing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a second time \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ the third time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

PASSED and SIGNED \_\_\_\_\_ day of \_\_\_\_\_, 2017.

MAYOR

#### MANAGER OF LEGISLATIVE AND LAND SERVICES

Schedule C Off-site Levies Amending Bylaw 1844/2017

## Town of Redcliff Offsite Levies 2017 Levies Recalculation FINAL REPORT



TOWN OF REDCLIFF PLANNING & ENGINEERING DEPARTMENT

May 2, 2017





#### Town of Redcliff Offsite Levies 2017 Levies Recalculation FINAL REPORT

#### **Corporate Authorization**

This Document entitled "2017 Levies Recalculation" has been prepared by the Town of Redcliff's Planning & Engineering Department for the use of the Town of Redcliff. The information, data, recommendations and conclusions in this report represent the Planning & Engineering Departments best professional judgement at the time of preparation of the report. The Town does not accept any liability whatsoever from other parties who may obtain this report and use it, or any of its contents, without prior written consent form the Town.

Mar 2 2017	PERMIT TO PRACTICE TOWN OF REDILIFF Signature Date PERMIT NUMBER: P 5554 The Association of Professional Engineers, Geologists and Geophysicists of Alberta
May 2, 2017	

James Johansen P.Eng. Director of Planning & Engineering



## **Executive Summary**

This is final report for the 2017 recalculation of the off-site levies.

The Town of Redcliff adopted an Off-Site Levies Bylaw and Policy on September 12, 2016. Through the public consultation process some issues with the data entered into the Corvus model that was attached to the bylaw came to light. However it was decided that it was preferential to pass the Bylaw and the Policy and correct the issues in the Corvus report at the time of the 2017 recalculation.

Area Ref. #	Transportation Charges	Water Charges	Sanitary Charges	Storm Water Charges	Total
1.5	\$32,001.72	\$25,310.77	\$21,068.24	\$0.00	\$78,380.74
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10.5	\$11,065.22	\$41,851.97	\$7,085.03	\$22,525.30	\$82,527.51
11.5	\$31,112.29	\$25,310.77	\$21,068.24	\$0.00	\$77,491.31

The proposed Offsite Levies Rates for 2017 are shown in the table below:

Other than the changes to the levies rates no changes are proposed to the Bylaw.



# Table of Contents

1	Intro	oduction1
2	Lan	d Areas2
2	2.1	Zones2
2	2.2	Areas and Land types3
2	2.3	Developed, Undeveloped lands3
2	2.4	Undeveloped lands within the 25 year horizon and beyond the 25 year horizon
3	Proj	ects4
3	3.1	Project Numbering Convention4
3	3.2	Transportation5
3	8.3	Water7
(1)	3.4	Sanitary8
3	8.5	Storm9
4	Res	ults10
4	1.1	Summary of the proposed 2017 Offsite Levies10
4	1.2	Proposed Offsite Levies Per Area10
4	1.3	Development area Summary10
4	1.4	Cost Summary11
4	1.5	Reserve Balance11
4	1.6	Interest Rates11
4	1.7	Comparison with 2016 Offsite Levies Rates11
API	PEND	X "A" Project Maps

APPENDIX "B" Project Sheets



# 1 Introduction

The Town of Redcliff adopted an Off-Site Levies Bylaw and Policy on September 12, 2016. Through the public consultation process some issues with the data entered into the Corvus model that was attached to the bylaw came to light. However it was decided that it was preferential to pass the Bylaw and the Policy and correct the issues in the Corvus report at the time of the 2017 recalculation based on:

- The current economy and development activity in the region,
- That there were no known projects that the bylaw and policy would apply to at the time of approval of the bylaw, and
- The bylaw requires a recalculation of the Off-Site Levy rates by the first Council meeting of March ever year.

The issues identified in the Corvus report consisted of the following:

- There was some boundary issues with the 18 zones that the Town was broken into (i.e. not following infrastructure catchment areas),
- Floodway and flood fringe of the South Saskatchewan River was not counted as ER,
- In several zones the area defined as ER was not based on safe slope setbacks,
- Measurement of existing roads, public utility lots, Municipal Reserves & school sites was inconsistent.
- Inclusion of non-developer driven projects on the project list,
- Inclusion of projects that were not oversized and required by a developer on the project list,
- Inclusion of some suggested projects that were to improve convenience but were not required.
- Transportation and water projects being applied as benefiting every zone.

In addition to the above it was noted that;

- 18 zones made the model more complex than was required and that with some rationalization several zones could easily be consolidated,
- Several projects were actually a single project and could be consolidated,
- Several projects would be staged as to when they were required.
- Several projects should be split to allow them to be applied to different zones.

The above issues are addressed in the 2017 off-site levy recalculation in addition to the normal items addressed in a recalculation such as:

- Project specific grants received,
- Monies paid into and out of the Off-Site Levies Reserves,
- Project status,
- Revised project cost estimates,
- New projects,
- Current financing rates,

#### Other than the changes to the levies rates no changes are proposed to the Bylaw or Policy.



# 2 Land Areas

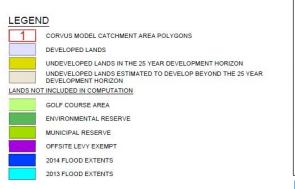
## 2.1 Zones

The number of zones was reduced from 18 to 11. This was done as follows:

- The Environmental Reserve and Golf Course Lands in Zones 10, 11, 12, 15, 16 & 17 were consolidated into a single zone.
- The undeveloped area of zones 1, 2, 3 & 4 were consolidated into a single zone and the developed areas were consolidated into zone 6,
- Zone 6 & 7 were consolidated,
- Zone 5 was split into three zones to better reflect the developed and undeveloped catchment areas and the development requirements of each zone.
- Zone 13 and 14 were consolidated in recognition that the offsite infrastructure required was very similar.
- Zone 17 and 18 were consolidated in recognition that the offsite infrastructure required for development was the same.

Zone boundaries were adjusted where necessary to reflect servicing areas.

Figure 1 is the Zone Map from the 2016 Off-Site Levies bylaw. Figure 2 is the proposed Zone Map for the 2017 recalculation.



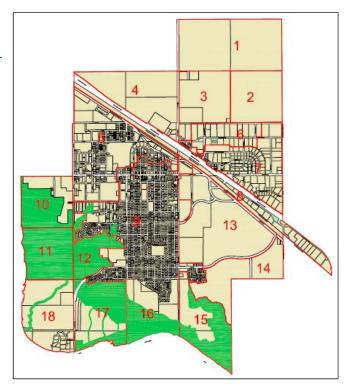


Figure 1 2016 Off-Site Levies Zone Map

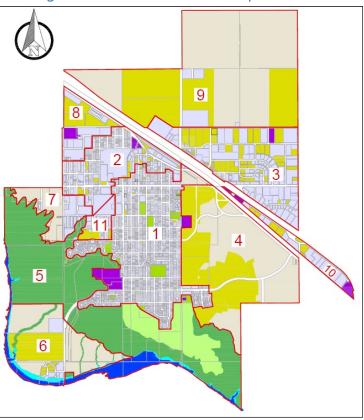


Figure 2 2017 Off-Site Levies Zone Map



## 2.2 Areas and Land types

The South Saskatchewan River Flood Zones were brought into the map and lands in these zones were included in the ER area calculation.

A desktop slope setback study was undertaken of the lands northwest of the Jesmond neighborhood and the calculated safe slope setback line was included on the map and areas calculated based on the safe slope setback line instead of the property lines.

It was noted that there are several uses of land for which Off-Site Levies cannot or will not be collected from beyond the traditional excluded areas of ER and MR. These are:

- Public Utility sites such as storm ponds, water treatment plant, public works yard, police station & fire station,
- existing roads,
- golf course, (unless it redevelops)
- existing school sites which may not be designated as MR.

These areas have been measured separately however they are combined as one area in the Corvus model as the model cannot deal with these separately.

## 2.3 Developed, Undeveloped lands

Using the most recent air photo and utilizing the Town's knowledge of what has and has not been developed the lands that are developed and are developable were separated out and the areas calculated.

The test for whether a parcel of land developed was, "Did the land have permanent structures installed on the land?" Therefore a parcel of land that is just used as a storage yard is considered undeveloped whereas if there is a permanent building (or fuel station) and a storage yard, the land for the purpose of the Corvus Model is considered developed.

## 2.4 Undeveloped lands within the 25 year horizon and beyond the 25 year horizon

Undeveloped lands are further broken into two categories, lands within the 25 year horizon and beyond the 25 year horizon, Based on the current economic climate and development that has occurred since the Corvus Model was created in 2014 these areas have been adjusted.



# 3 Projects

The Town had two sets of Project Data Sheets, Off-Site Levies and MYCYP. These project sheets have been combined so that there is only one set of project sheets. This has several advantages as the MYCYP project sheets were updated in 2016 to include a 10 year project planning component, most of the information required for the Off-site Levies Projects is the same and avoiding duplication reduces the likelihood of errors.

## 3.1 Project Numbering Convention

A new project numbering convention was adopted. The reason was to make it easier to separate the Off-site Levies projects from the rest of the capital projects.

The project numbering convention is as follows:

- OS Off-site Levies Project
- C Capital Project (no offsite levies funding)
- T Transportation Project
- W Water Project
- S Sanitary Project
- D Storm Project (Drainage)
- # Project number in each category
- C Behind the project number indicates a closed project (i.e. consolidated into another project or removed as an off-site levies project.

This numbering convention should also allow capital projects to be further differentiated based on funding sources and reporting requirements.

Note that the Corvus Model requires that projects are not deleted but when they are removed they are to be zeroed out (show no value). While this has some advantages to keep records it does create issues with model size.

Project location maps are attached as Appendix A. Project sheets for the offsite levies are attached as Appendix B



## 3.2 Transportation

The transportation projects are show in the table below.

ltem	Current Project Name	New Project Name	Proposed Changes	Reasons
OS-T1	9th Ave SE - Mitchell St to Saamis Drive	9th Ave SE Extension (Eastside Phase 1 to Saamis Drive)	New cost estimate	A more current cost estimate is available.
OS-T2	9th Ave SE - Main to Mitchell	9 <sup>th</sup> Ave SE Upgrade (Main St. to Mitchell St.)	No change	
OS-T3	3rd Ave Extension - Mitchell to Broadway	3rd Avenue Extension (Mitchell St to Saamis Drive)		While in strict legal terms Broadway may be a single linked road from the east boundary of the Town to the West boundary or the Town that includes a couple of curves and a left/right turn couplet at the intersection with Saamis Drive the common perception is that it is two roads the first being from the east Town boundary to Saamis Drive and the second being from the curve at the north end of Saamis Drive to Broadway Ave and from there to the west Town boundary. There are multiple reasons to follow the common perception one of which is ease of signage and a second is that this is how the road functions.
OS-T4	Broadway Ave Realignment	Saamis Drive Realignment	Introduce phasing.	This change better reflects the whole project and not one isolated component. As it is a large project it will likely be done as a phased project in conjunction with development.
OS-T5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	Broadway Ave E and Mitchell St. Signalization	No change	
OS-T6C	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave		Consolidated into OS-T4 Saamis Drive Realignment	The major expenses of installing a traffic light will be done in conjunction with the construction of the intersection which will be done as part of the road realignment project.
OS-T7C	5th Ave Main to Mitchell Upgrade		Removed	This project was removed from the offsite levies project list in 2017. The project was noted as a suggested project by a member of the public in 2010 Roadway Master Plan. There was no Engineering necessity of this project nor was it development driven.



ltem	Current Project Name	New Project Name	Proposed Changes	Reasons
OS-T8	Mitchell St N - South Railway to North Limit of Town	Mitchell St N (Trans- Canada Highway to North end of Town)	Split into two projects one north of the Trans- Canada Highway and one south of the Trans- Canada Highway. The north project is phased.	Different zones benefit from each project created. In addition the project north of the highway will be phased as development occurs.
OS-T9	10 Ave between Mitchell & Boundary	10 Ave N (Trans-Canada Highway to Boundary Road)	Changed to address the whole of the road.	This project is far beyond the 25 year horizon. While the project is inside and outside the Town Boundaries the Corvus Model has the capability of handling this and project phasing.
OS-T10	3rd Ave & 3rd ST NE Intersection		No change	
OS-T11C	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement		Removed	This project was removed from the offsite levies list in 2017 as it is Safety driven and not development driven.
OS-T12	8 <sup>th</sup> ST NW upgrade - Broadway Ave to 4th Ave NW		No change	
OS-T13C	Street Lighting Improvement at 8 <sup>th</sup> St NW & Broadway Ave		Removed	This project was removed from the offsite levies list in 2017 as it is Safety driven and not development driven.
OS-T14C	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1		Consolidated into OS-T9.	This is just one part of the 10 <sup>th</sup> Avenue North Project.
OS-T15C	Signal 3 <sup>rd</sup> Avenue and Broadway/Saamis intersection (Replacement of 5th Ave and Broadway Ave/Saamis intersection Signal project from ICF policy 100)		Consolidated into OS-T4 Saamis Drive Realignment	The major expenses of installing a traffic light will be done in conjunction with the construction of the intersection which will be done as part of the road realignment project.
OS-T16		Mitchell St N (South Railway to Trans -Canada Highway)	New Project	This project was removed from OS-T8 as it has different benefiting areas.
OS-T17		River Road upgrade	New Project	This project is required to facilitate development in the river valley.



## 3.3 Water

ltem	Current Project Name	New Project Name	Proposed Changes	Reasons
OS-W1	Water Treatment Plant & Raw Water Pump Station upgrades & Pipeline Twinning		Project noted as completed.	Project has been completed.
OS-W2	Water Reservoir with Pump Station & Associated Connections	North Water Reservoir & Pump Station	No change	
OS-W3	Distribution System Upgrade		No change	
OS-W4	Mitchell St Water Main Extension	Mitchell Street Water Trunk	No change	
OS-W5	Fire Flow Improvement - South Highway Dr to Duncan		No change	
OS-W6	Watermain 3rd Ave SE	Water Trunk 3 <sup>rd</sup> Avenue from Mitchell Street to Saamis Drive	No change	
OS-W7C	Watermain Mitchell St N to Town's North Limit		Consolidated into OS-W2	This project is in support of creating a new water reservoir north of the Trans-Canada Highway.
OS-W8C	Watermain 10th Ave N between Mitchell & Boundary		Removed	This waterline would be built in the development as part of servicing the development and not on the periphery of the development providing no servicing. As the line is planned to be 300mm diameter it would not be considered an oversized line.
OS-W9C	Boundary Rd N - Dirkson Drive N to Town's North Limit		Removed	This waterline would be built in the development as part of servicing the development and not on the periphery of the development providing no servicing. As the line is planned to be 300mm diameter it would not be considered an oversized line.
OS-W10	Water Tie-in 9th Ave		Completed	This project was completed in 2016 by Town forces.
OS-W11	Watermain Broadway Ave E/Saamis to 9th Ave SE	Saamis Drive Water Trunk	No change	This change better reflects the project. As it is a large project it will likely be done as a phased project in conjunction with development.
OS-W12	River Valley Potable Water Trunk		New Project	This project is required to facilitate development in the river valley.
OS-W13	Water Licence Purchase		New Project	This project is required to increase the quantity of water the Town can take from the river.



## 3.4 Sanitary

ltem	Current Project Name	New Project Name	Proposed Changes	Reasons
OS-S1	Sanitary Network in Mitchell St N	Sanitary Trunk in Mitchell Street N.	No Changes	
OS-S2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	Upgrades to South Trunk east of Eastside Phase 1	No Changes	
OS-S3	Boundary Rd N Industrial Trunk Upgrade		No Changes	
OS-S4	NW Future Upgrades		No Changes	
OS-S6	3rd Ave SE (Mitchell St to Broadway Ave)	3rd Ave SE Sanitary Trunk from Mitchell St to Saamis Dr.	Change Name to Sanitary Trunk 3 <sup>rd</sup> Avenue from Mitchell Street to Saamis Drive	
OS-S7	9th Ave Sanitary Variable Sizes	9th Ave Sanitary Trunk from Eastside Phase 1 to Saamis Drive	Change Name to 9 <sup>th</sup> Avenue Sanitary Trunk from Eastside Phase 1 to Saamis Drive	
OS-S8	River Valley Lift Station and Forcemain		New Project	This project is required to facilitate development in the river valley.
OS-S9	Northside Sanitary Sewer Off sites		New Project	
OS-S10	Upgrades to Main Street due to Addition of Bayliss Area		Removed from OS-S2	
OS-S11	Upgrades to 9th Avenue Main Street to Eastside Phase 1		Removed from OS-S2	



## 3.5 Storm

ltem	Current Project Name	New Project Name	Proposed Changes	Reasons
OS-D1	Outfall Storm N	Outfall Storm North to Coulee in Cypress County	No Changes	This change better reflects the project.
OS-D2	Storm Network Mitchell St N		No Changes	
OS-D3	Storm Network in 9th Ave	9th Ave SE Eastside Phase 1 to Saamis Drive SE	No Changes	
OS-D4	Storm Network in Broadway Ave E/Saamis Dr	Saamis Drive Storm Trunk	No Changes	This change better reflects the project. As it is a large project it will likely be done as a phased project in conjunction with development.
OS-D5	Storm Pond Interconnections (3)	Eastside Storm Pond Interconnections	No Changes	This change better reflects the project. As it is a large project it will likely be done as a phased project in conjunction with development.
	Existing Industrial Area Storm Improvements			
	South Highway Drive Stormwater Improvements			



## 4 Results

The following tables are reports generated by the Corvus Model.

## 4.1 Summary of the proposed 2017 Offsite Levies.

	Transportation Charges (per Ha)	Water Charges (per Ha)	Sanitary Charges (per Ha)	Storm Charges (Per Ha)	Total
High	\$50,418	\$41,852	\$33,679	\$23,756	\$114,468
Low	\$11,065	\$25,311	\$7,085	\$-	\$77,491
Weighted Average	\$37,213	\$30,681	\$18,117	\$15,302	\$101,314

## 4.2 Proposed Offsite Levies Per Area

Area Ref. #	Transportation Charges	Water Charges	Sanitary Charges	Storm Water Charges	Total
1.5	\$32,001.72	\$25,310.77	\$21,068.24		\$78,380.74
2.5	\$27,535.78	\$25,310.77	\$28,784.58		\$81,631.13
3.5	\$20,866.53	\$27,854.22	\$10,967.23	\$17,925.30	\$77,613.29
4.5	\$32,001.72	\$36,019.74	\$22,690.46	\$23,755.71	\$114,467.64
5.5	\$28,542.60	\$34,880.01	\$33,679.07		\$97,101.68
6.5	\$28,542.60	\$34,880.01	\$33,679.07		\$97,101.68
7.5	\$26,197.65	\$25,310.77	\$28,784.58		\$80,293.00
8.5	\$25,341.03	\$25,310.77	\$28,784.58		\$79,436.38
9.5	\$50,417.84	\$27,854.22	\$13,675.41	\$14,537.04	\$106,484.52
10.5	\$11,065.22	\$41,851.97	\$7,085.03	\$22,525.30	\$82,527.51
11.5	\$31,112.29	\$25,310.77	\$21,068.24		\$77,491.31

## 4.3 Development area Summary

Description	ha.	%
Gross Development Area	1,617.35	
Less Environment Reserve	336.73	20.8%
Less Municipal Reserve	53.61	3.3%
Less ROW Allowance	203.26	12.6%
Net Development Area	1,023.75	63.3%
Developed Since Model Created	-	0.0%
Developed In Next 25 Years	268.59	26.2%
Developed Beyond 25 Years	755.17	73.8%
Net Development Area	1,023.76	



## 4.4 Cost Summary

Infrastructure	Total Costs	Developer Costs
Transportation	\$69,140,062	\$17,701,794
Water	\$30,756,522	\$6,375,618
Sanitary	\$17,163,913	\$4,822,009
Stormwater	\$11,243,161	\$4,041,261
Total	\$128,303,659	\$32,940,682

## 4.5 Reserve Balance

Reserve Balance	Balance
Transportation	\$0
Water	-\$3,103,565
Sanitary	\$0
Stormwater	\$0
Total	-\$3,103,565

## 4.6 Interest Rates

Interest Borrowing Rate	3.25%
Interest Earning Rate	0.50%

## 4.7 Comparison with 2016 Offsite Levies Rates

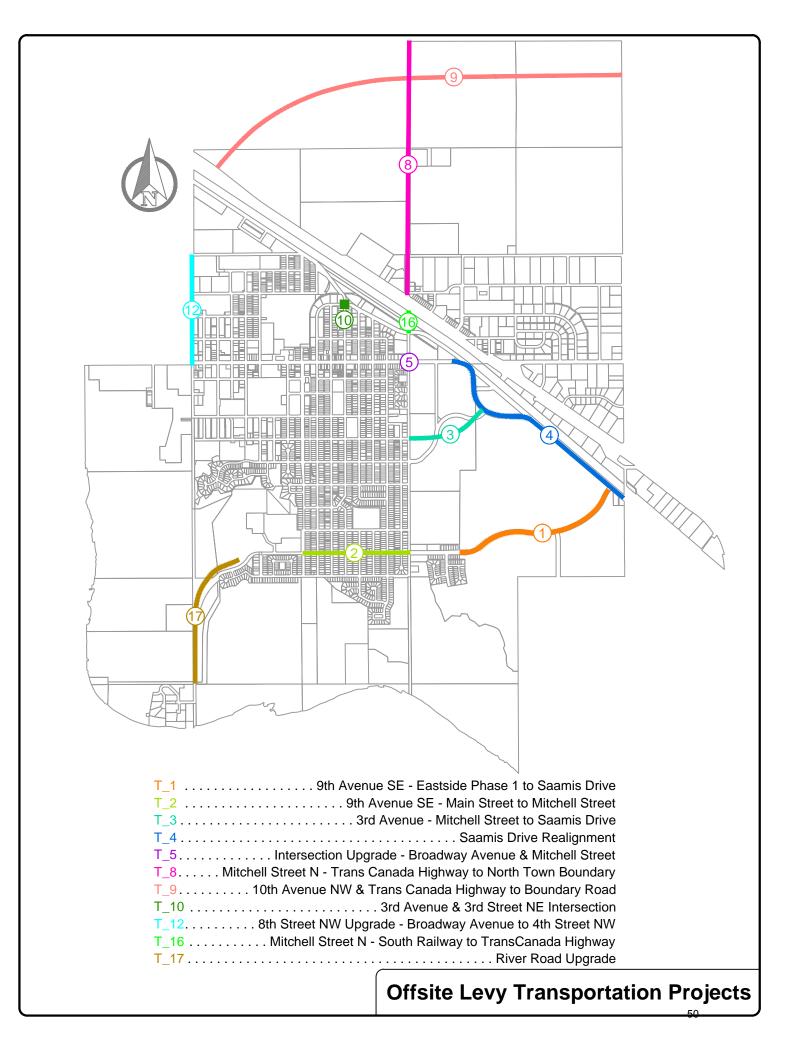
2016 Area Ref. #	Transportation Charges	Water Charges	Sanitary Charges	Storm Water Charges	Total
9.5	46.0%	-37.3%	89.6%	277.5%	18.3%
9.5	46.0%	-37.3%	89.6%	277.5%	18.3%
9.5	46.0%	-37.3%	27.8%	25.4%	5.2%
9.5	46.0%	-37.3%	27.8%	25.4%	5.2%
2.5	-20.2%	-43.0%			3.4%
3.5	-39.6%	-37.3%	52.1%	365.5%	-13.8%
3.5	-39.6%	-37.3%	52.1%		-9.9%
10.5	-67.9%	-5.8%	-1.8%		-4.2%
1.5	-7.3%	-43.0%	36.4%		-17.0%
7.5	-24.1%	-43.0%	86.4%		-14.9%
5.5	-17.3%	-21.5%			23.0%
5.5	-17.3%	-21.5%			23.0%
4.5	-7.3%	-18.9%	-56.3%	-69.4%	-45.1%
4.5	-7.3%	-18.9%	46.9%	-56.0%	-22.8%
5.5	-17.3%	-21.5%			23.0%
5.5	-17.3%	-21.5%			23.0%
6.5	-17.3%	-21.5%	118.1%		2.9%

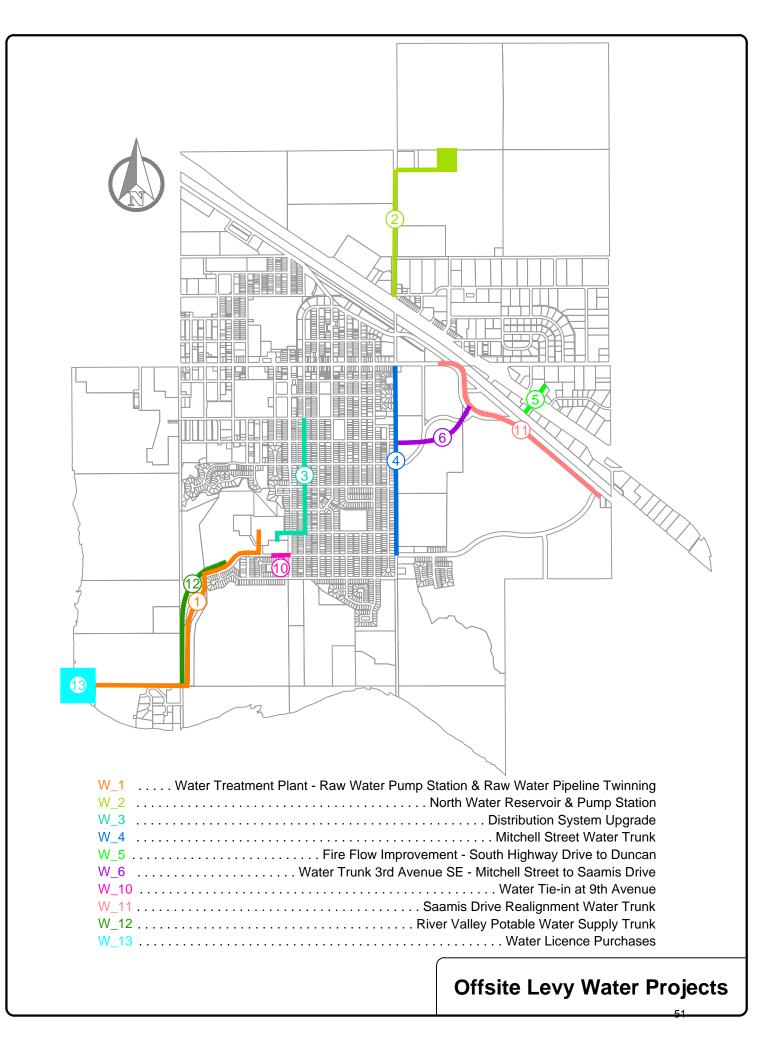
Note, a null entry means that there was not an Offsite Levy in the 2016 model.

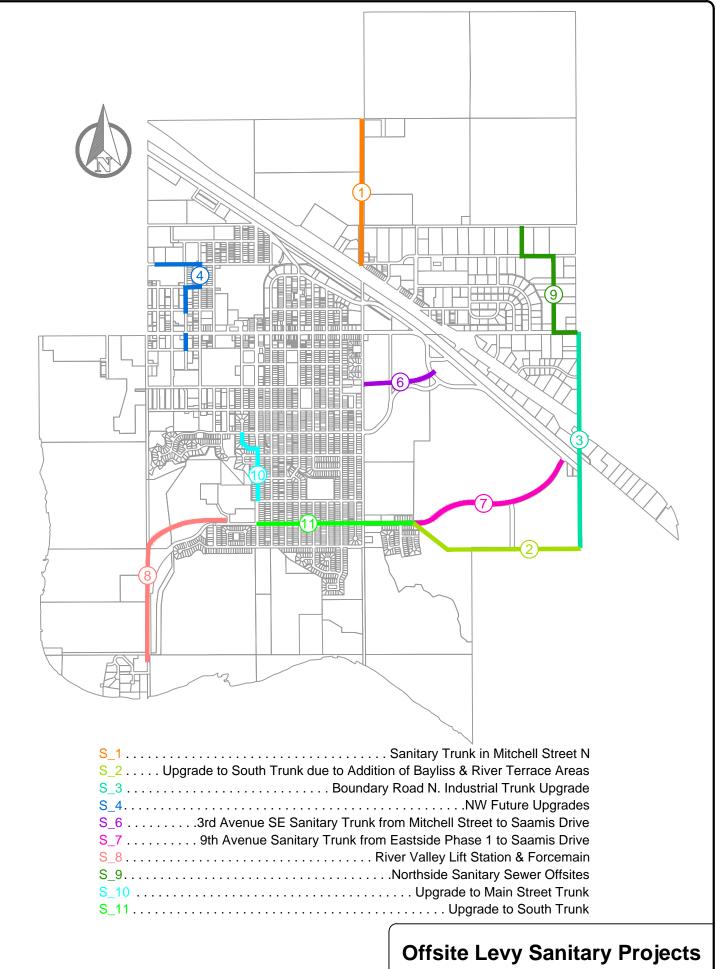
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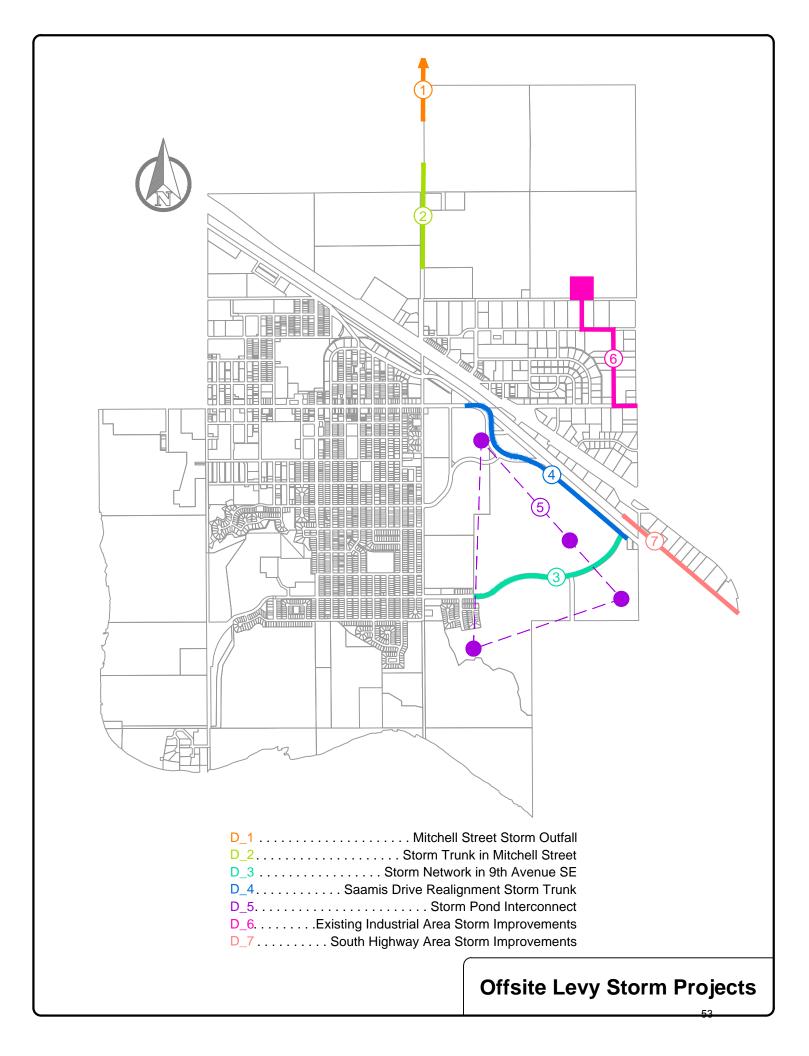


# APPENDIX "A" Project Maps











# APPENDIX "B" Project Sheets

## 2017 Capital Budget Project Sheet

Date Modified: May 8, 2017 Modified for what purpose: 2017 Off-Site Levies Recalculation

OS-T1 Capital Project ID

	inounicu.	Way 0, 20	.,		moun			. paiposei	2017 011 5		ccurculatio	
Proje	ect Name:									9 Ave	SE Ext	tension (Eastside Phase 1 to Saamis Dr.)
	Inf	rastructure	Class:		Roads			Cost of Work	Completed		-	
	Off-9	Site Levy Re	serve:	Tra	ansportati	on		Debent	ure Interest		-	
		Year A	dded:		2016		1	Total of Rema	aining Costs		-	
	Project bro	ought forwa	rd by:		Admin		Tota	al Project Esti	mated Cost	\$4,48	5,000	
			Type:	0	offsite Lev	/y		Towns Sh	are of Cost	\$1,45	9,661	9
	Previous	Budget Esti	mate:	\$	2,	500	Т	owns Percen	tage of Cost	33.	4%	8
								Developer A	mount	\$1,31	1,468	
			мүсі	P Ra	anking (e	ach c	ateg	gory out o	of 4)			2
		Asset Rehabilitation & Protection	Service and Benefit to the	Public	Strategic Importance	Safety & Risk	Management	Work Conditions & Productivity	Funding Impact	Operational Costs	MYCIP Rank for Year	3 3 3 3 3 11 1 1 4
	Year	25%	20	%	15%	15	%	5%	10%	10%		chy M
	2016	0	4	÷	4	2	2	1	0	1	46%	5 5
	2017	2	3		4	2	2	1	1	2	59%	
	Phase 1										0%	
~	Phase 2										0%	6
2018	Phase 3										0%	
	Phase 4										0%	
	Phase 5										0%	

#### Project Description:

Completing a Residential Major Collector between the east end of Eastside Phase 1 and Saamis Drive.

#### Project Justification:

This project will establish a major east west connector road in the south east quadrant of the Town. Beyond providing the access to the Eastside Development it also provides a shorter route to existing residential areas in the south of the Town and future development in the river valley. As such this road will be a major benefit to the Town. Including this road in the off-site levies allows for the Town and future development areas to pay their share of the road and also allows for the Town to have the road completed as a corridor prior to it being required by development as an access. This project will also relieve some of the pressure on the need to upgrade the intersection of Broadway Avenue and Mitchell Street and will allow the deferral of building the full cross section of the Saamis Drive Realignment.

#### Project Risks:

This project is likely to be required sooner than there will be funds available in the roads off-site levies reserve fund. Construction of the road prior to development may create a situation where the location of the road impacts changes to development plans.

#### Notes:

A recalculation of the project costs has been undertaken in February 2017. The project has been split into phases identifying that certain parts of the project can be deferred. The items that are proposed to be deferred are, the separate sidewalks and trails which can be installed at the time of development and creating a four lane divided urban section for the most easterly 200 metres and the tie to Saamis Drive which can also be deferred either until adjacent development occurs or the Saamis Drive Realignment is undertaken.

	May 8, 2	017			Modif	fied for	r what	purpo	se:	2017	Off-Si	te Levie	Recalculati	on					Capital F	roject ID
roject Name:												9 Av	e SE Ex	tensio	n (Eas	tside	Phase	1 to S	aamis	Dr.)
.,		Offsit	e Le	vies	Ben	nefiti	ng Z	ones	:				-		are, Other					
										he zor	ne be	nefits)	oal %	lde %	al ng		%	ost	° lde	ber
	Offsite L	.evies						Zone#					Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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Off-Site Levies Reserves	UNDING S Genera Dedicat Tran Financia opment A Cor Ott	SOURC IR Reser I Reser D MSI Gra ced Gra sportat Wa Sanit Sto al Overs Agreem htributi her Gra	rve ves ebt ints ion ater ary orm size ent ons ints her	\$(	0	\$3,76	11,633	\$	0	\$179,	400	\$0	2022 \$0	2023 ) \$179,400	2024 ) \$0	\$0	) \$179,400	) \$0	\$179,400	

#### 2017 Capital Budget Project Sheet OS-T2 Date Modified: May 8, 2017 Modified for what purpose: 2017 Off-Site Levies Recalculation Capital Project ID 9 Ave SE Upgrade (Main St. to Mitchell St.) Project Name: Roads Infrastructure Class: Cost of Work Completed Transportation Off-Site Levy Reserve: Debenture Interest 2016 Year Added: Total of Remaining Costs Admin \$4,332,787 Project brought forward by: Total Project Estimated Cost Offsite Levy \$1,446,646 Type: Towns Share of Cost 9 Previous Budget Estimate: \$ 2,500 Towns Percentage of Cost 33.4% 8 \$1,299,774 Developer Amount MYCIP Ranking (each category out of 4) 3 Rehabilitation Safety & Risk Management Benefit to the Conditions & & Protection Operational Service and Productivity Importance MYCIP Rank Strategic for Year Funding Impact Public Costs Work sset 1 4 Year 25% 20% 15% 15% 5% 10% 10% 2016 2 3 3 1 0 0 1 45% 5 2017 3 2 1 1 0 0 2 41% Phase 1 0% Phase 2 0% 6 2018 Phase 3 0% Phase 4 0% Phase 5 0% Project Description: Project is to upgrade 9th Avenue from a local road to a collector road standard. Project Justification: This project will be driven by development in the river valley and in Eastside. Densification of existing areas will also contribute to the need for this upgrade. Project Risks: This road is not constructed to be able to accommodate predicted future traffic loads. As such it will become more and more unsafe and more traffic will choose alternate routes that are longer and will put more traffic on other residential roads. Notes:

Date Modified:	Dital B May 8, 20	-	,		-	fied fo			ose:	<u>2</u> 017	<u>Off-S</u>	ite Lev	ries R	ecalculatio	n					Capital P	-T2 Project ID
roject Name:																Upgra	ade (N	lain S	t. to M	itchell	St.)
		Offsi	te L	evies	s Ber	nefiti	ng Z	ones	5							nare, Other					
										the zo	one be	enefits)	)	pal %	r olde %	ing	_	/ oer %	ost	r olde &	Developer Cost
	Offsite L	evies						Zone	#		_			Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
	ltem		1	2	3	4	5	6	7	8	9	10	11		Sta r S				Ň	Sta	De
Phase 1	ltem	2	1			1	1	1						33.4%		36.6%	36.6%	30.0%	-	-	-
Phase 2														0.0%		0.0%	0.0%	100.0%	-	-	
Phase 3														0.0%		0.0%	0.0%	100.0%	-	-	
Phase 4														0.0%		0.0%	0.0%	100.0%	-	-	•
Phase 5														0.0%		0.0%	0.070	Total	-	-	· · · · ·
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	Project Year	Length of	Project (m)	Cost of Work	Completed	Debenture	Interest		Construction		contingency	Engineering	•	Lai	Total of Remaining Costs		Total Project Estimated Cost	Special Provincial Grants	Developer Agreement Contributions	Other Contributions	Reduced Project
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Phase 3											-		-		-	-	-				-
Phase 4											-		-		-	-	-				
Phase 5											-		-		-	+	-				-
Total			-		-		-		-		-		-	- Planned	- Proiect	t Year	-	-	-	-	-
				20	)17	20	18	20	)19	20	)20	202		2022	2023	2024	2025	2026	2027	2028	202
	Estimate	d Bud	lget	\$	\$0	4	60	5	\$0	:	\$0	\$0	)	\$0	\$(	\$4,332,787	\$0	) \$(	) \$0	\$0	
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#### 2017 Capital Budget Project Sheet OS-T3 Modified for what purpose: Capital Project ID Date Modified: May 8, 2017 2017 Off-Site Levies Recalculation 3rd Ave Extension (Mitchell St. to Saamis Dr.) Project Name: Roads Infrastructure Class: Cost of Work Completed Transportation Off-Site Levy Reserve: Debenture Interest 2016 Total of Remaining Costs Year Added Admin \$1,749,150 Total Project Estimated Cost Project brought forward by: 9 Offsite Levy \$649,093 Type: **Towns Share of Cost** Previous Budget Estimate: \$ 2,263 38.9% Towns Percentage of Cost \$498,673 Developer Amount MYCIP Ranking (each category out of 4) 3 Rehabilitation Benefit to the Safety & Risk Management Conditions & Protection Service and Importance Productivity Operational MYCIP Rank Strategic Funding Year Impact Public Costs Work 1 ٦ 4 Year 25% 20% 15% 15% 5% 10% 10% 5 2016 0 0 0 0% 0 0 0 0 2017 0 2 З 2 1 1 1 35% Phase 1 0% 6 Phase 2 0% 2018 Phase 3 0% 0% Phase 4 Phase 5 0%

#### Project Description:

Completing a Residential Major Collector between Mitchell Street and Saamis Drive.

#### Project Justification:

This project will establish a major east west connector road in the southeast quadrant of the Town between 9th Avenue and Broadway. Beyond providing the access to the Eastside Development it also provides a shorter route to existing residential areas . As such this road will be a benefit to the Town. Including this road in the off-site levies allows for the Town and future development areas to pay their share of the road and also allows for the Town to have the road completed as a corridor prior to it being required by development as an access. This project will also relieve some of the pressure on the need to upgrade the intersection of Broadway Avenue and Mitchell Street.

#### Project Risks:

This project is likely to be required sooner than there will be funds available in the roads off-site levies reserve fund. Construction of the road prior to development may create a situation where the location of the road impacts changes to development plans.

#### Notes:

A recalculation of the project costs has been undertaken in February 2017. The project has been split into phases identifying that certain parts of the project can be deferred. The items that are proposed to be deferred are, the separate sidewalks and trails which can be installed at the time of development and creating a four lane divided urban section for the most easterly 100 metres and the tie to Saamis Drive which can also be deferred either until adjacent development occurs or the Saamis Drive Realignment is undertaken.

	May 8, 20	017			Modi	t Sh		: purpo	ose:	2017	Off-S	ite Levie	s Recalo	ulatio	n					OS Capital P	roject ID
roject Name:																ensior	n (Mito	hell S	t. to Sa	amis	Dr. )
		Offs	ite L	evies	s Ber	nefiti	ng Z	ones	5					Mu	nicipal Sh	are, Other	Stakeholo	der Share &	& Financial	Oversizing	%
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Phase 1	ltem	13	1			1								8.9%		31.3%	31.3% 0.0%	29.9% 100.0%	-	-	
Phase 2						<u> </u>		<u> </u>			<u> </u>			0.0%		0.0%	0.0%	100.0%	-	-	
Phase 3 Phase 4														0.0% 0.0%		0.0%	0.0%	100.0%	-	-	
Phase 5														0.0%		0.0%	0.0%	100.0%	-	-	
Thase 5														0.070		0.070		Total		_	
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#### 2017 Capital Budget Project Sheet OS-T4 Modified for what purpose: 2017 Off-Site Levies Recalculation Capital Project ID Date Modified: May 8, 2017 Saamis Drive Realignment Project Name: Roads Infrastructure Class: Cost of Work Completed Transportation Off-Site Levy Reserve: Debenture Interest 2016 Total of Remaining Costs Year Added Admin \$7,325,500 Total Project Estimated Cost Project brought forward by: 9 Offsite Levy \$3,484,601 Type: **Towns Share of Cost** Previous Budget Estimate: \$ 2,423 Towns Percentage of Cost 48.0% \$1,854,730 Developer Amount MYCIP Ranking (each category out of 4) 3 Rehabilitation Benefit to the Safety & Risk Management Conditions & Protection Service and Operational Importance Productivity MYCIP Rank Strategic Funding Year Impact Public Costs Work ٦ 1 ð 4 Year 25% 20% 15% 15% 5% 10% 10% 5 2016 0 0 0 0 0 0%

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The realignment of Saamis Drive was proposed in the original Eastside Area Structure Plan to increase the stacking distance between the

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#### Project Justification:

2017

2018

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Phase 2

Phase 3

Phase 4

Phase 5

Project Description:

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intersection of Saamis Drive and Broadway Avenue and the CPR mainline.

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Saamis Drive is identified as an Arterial road and will require upgrading to accommodate future traffic as development occurs. Realigning the road also provides the opportunity to create a better development, reduce safety concerns and improve the roads operational capacity.

#### Project Risks:

This project is likely to be required sooner than there will be funds available in the roads off-site levies reserve fund. Construction of the road prior to development may create a situation where the location of the road impacts changes to development plans.

#### Notes:

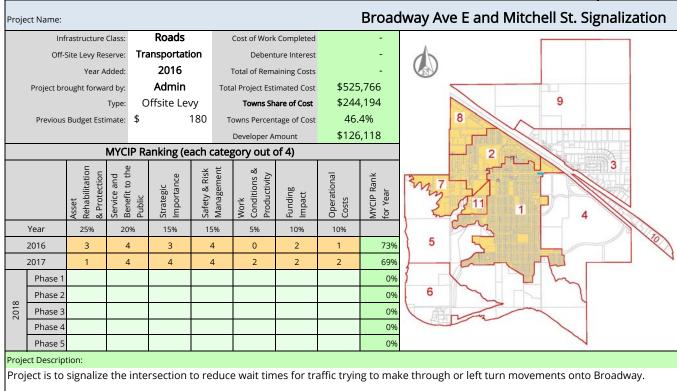
The sanitary sewer trunk was installed on what was proposed as the realignment however this alignment failed to take into consideration that Saamis Drive is an Arterial Road and noted it as a collector, did not follow TAC standards in terms of radii, created Tee intersection couplets (which were a fad in the 1970s and 1980s until it was realized that they created more conflict points, cost more and were less safe than a four legged intersection.) and did not recognize the opportunities that could be created. A recalculation of the project costs has been undertaken in February 2017.

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## 2017 Capital Budget Project Sheet

OS-T5 Capital Project ID

Date Modified: May 8, 2017 Modified for what purpose: 2017 Off-Site Levies Recalculation



#### Project Justification:

The intersection has sufficient traffic volume that the signalization warrant done for this intersection shows that a signal light is warranted.

#### Project Risks:

Traffic experiencing long delays typically start accepting risker traffic maneuvers which increases the number of accidents at an intersection. Without signalizing this intersection the Town can expect an increase in accidents at this intersection.

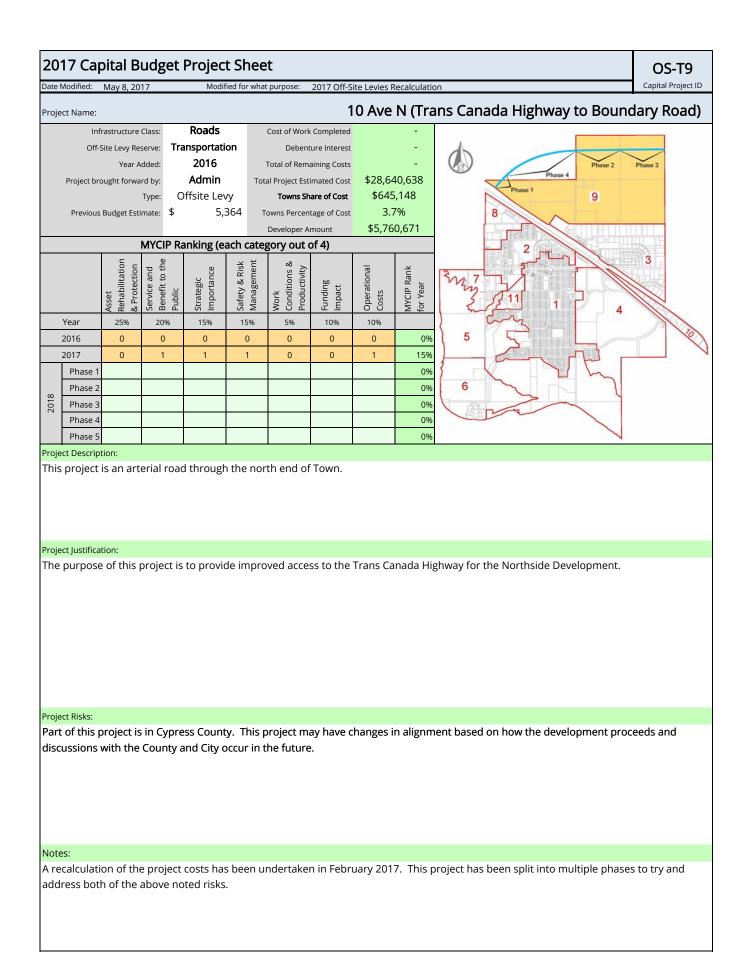
#### Notes:

The Transportation Master Plan noted that the signalization of this intersection could be deferred a few years if 9th Avenue SE was pushed through to Saamis Drive.

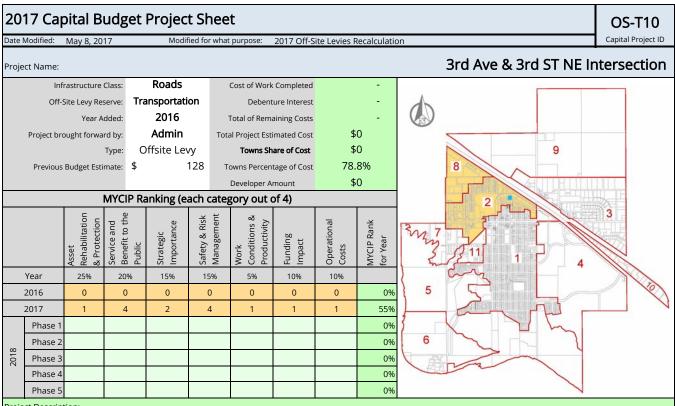
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#### Project Description:

Improvements to the intersection were suggested in the 2010 Master Transportation Plan.

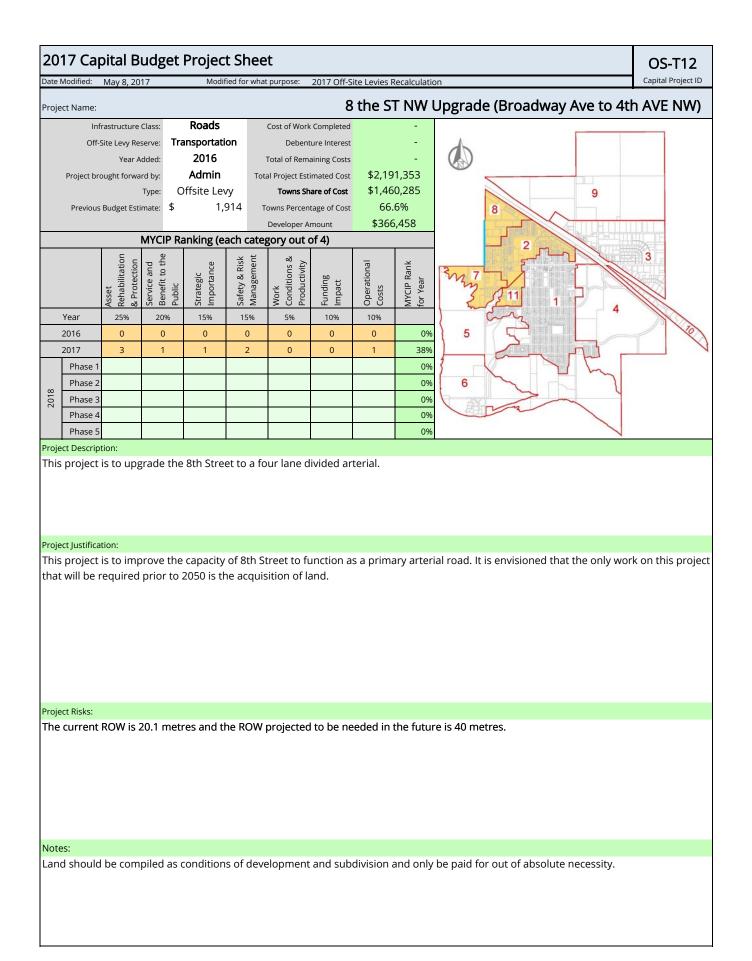
#### Project Justification:

The improvements were suggested to create a continuous traffic pattern on South Railway Street to the Northwest quadrant of the Town. This project will be driven by development I the northwest quadrant.

#### Project Risks:

Notes:

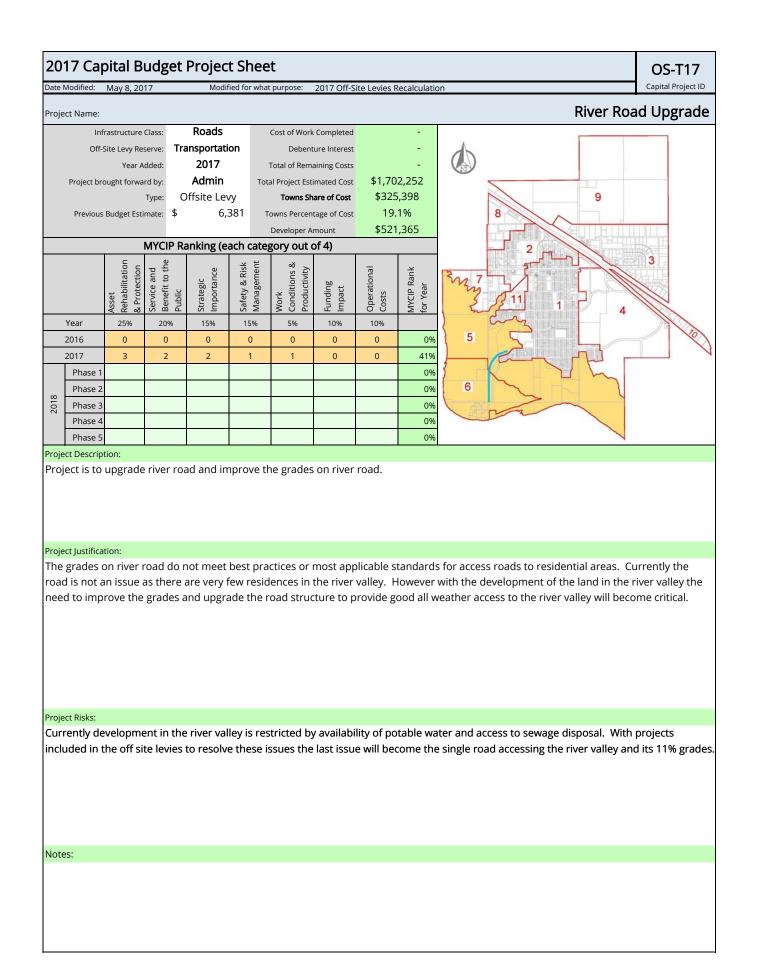
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### 2017 Capital Budget Project Sheet **OS-T16** Date Modified: May 8, 2017 Modified for what purpose: 2017 Off-Site Levies Recalculation Capital Project ID Mitchell St N (South Railway to Trans-Canada Highway) Project Name: Roads Infrastructure Class: Cost of Work Completed Transportation Off-Site Levy Reserve: Debenture Interest 2016 Year Added: Total of Remaining Costs Admin \$1,862,250 Project brought forward by: Total Project Estimated Cost 9 Offsite Levy \$629,758 Type: Towns Share of Cost Previous Budget Estimate: \$ 6,381 Towns Percentage of Cost 33.8% \$544,782 Developer Amount MYCIP Ranking (each category out of 4) 3 Rehabilitation Benefit to the Safety & Risk Management Conditions & MYCIP Rank for Year & Protection Operational Service and Productivity Importance Strategic Funding Impact Public Costs Work sset 1 4 Year 25% 20% 15% 15% 5% 10% 10% 5 2016 0 0 0 0 0 0 0 0% 2017 3 2 2 1 1 0 0 41% Phase 1 0% 6 Phase 2 0% 2018 Phase 3 0% Phase 4 0% Phase 5 0% Project Description: Project is to improve Mitchell Street from South Railway to the Trans Canada Highway. It is envisioned that this will become a 4 lane divided arterial section. Project Justification: This project is driven by increased traffic due to development. Project Risks: Notes: This project was separated out from the Mitchell Street North project as its contributing areas are different.

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#### 2017 Capital Budget Project Sheet OS-W2 Date Modified: May 8, 2017 Modified for what purpose: 2017 Off-Site Levies Recalculation Capital Project ID North Water Reservoir & Pump Station Project Name: Water Infrastructure Class: Cost of Work Completed Water Off-Site Levy Reserve: Debenture Interest -2016 Year Added: Total of Remaining Costs Admin \$3,849,385 Project brought forward by: Total Project Estimated Cost 9 Offsite Levy \$1,361,398 Type: Towns Share of Cost Previous Budget Estimate: \$ 5,500 Towns Percentage of Cost 35.4% 8 \$1,100,660 Developer Amount MYCIP Ranking (each category out of 4) 3 Rehabilitation Benefit to the Management Safety & Risk Conditions & & Protection Service and Productivity Operational Importance MYCIP Rank Strategic for Year Funding Impact Public Costs Nork sset 1 4 Year 25% 20% 15% 15% 5% 10% 10% 5 2016 4 4 4 3 0 1 81% 3 2017 0 З 2 4 0 0 1 40% Phase 1 0% 6 Phase 2 0%

# Phase 5 Project Description:

Phase 3

Phase 4

2018

This project is required to ensure that there is adequate water pressure and fire fighting pressures throughout the Town and to provide a secondary water reservoir and pump station in the event that there is a problem at the existing reservoir or pump station.

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## Project Justification:

Project is required because there are capacity bottlenecks in the existing system which make it impossible to service the Northside and Eastside developments.

# Project Risks:

If the project does not proceed after the next 2 or three phases of development in Northside and Eastside further development will have to be held back.

Notes:

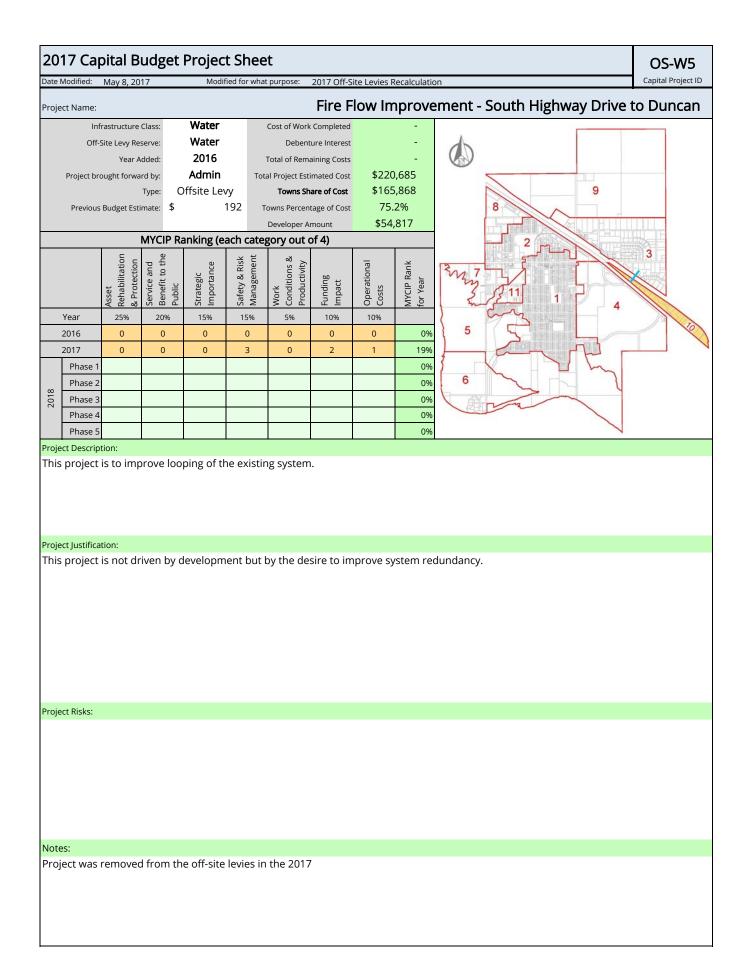
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Off-Site Levies Reserves	UNDING Si Genera M Dedicat Trans Financia opment A Con	SOUF IR Rese I Rese ASI Gi ced Gi ced Gi sporta Son San Si I Ove	RCES serve pobt rants ation /ater itary torm rsize ment tions		\$0	4	\$0	:	019 \$0	:	)20 \$0	\$0		2022 \$0	2023	\$0	2024 \$0	2025 \$732,260	) \$	2027 D \$	2028	2029
Off-Site Levies Reserves	UNDING Si Genera M Dedicat Trans Financia opment A Con	SOUF R Rese I Rese I Rese AISI Gi red Gi sporta San San Si San Si San Si San Si San Si San Si San Si San Si San Si San Si San Si Si Si Si Si Si Si Si Si Si Si Si Si	RCES serve pobt rants rants rants vater vitary torm rrsize ment tions rants		\$0	4	\$0	:	019 \$0	:	)20 \$0	\$0		2022 \$0	2023	\$0	2024 \$0	2025 \$732,260	) \$	2027 D \$	2028	2029
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ate Modified:	May 8, 20	17	Modif	ied for what	t purpose:	2017 Off-S	ite Levies I	Recalculatio	
roject Name:									Mitchell Street Water Trun
	frastructure		Water		Cost of Work			-	
Off-	Site Levy Re		Water			ure Interest		-	
Project br	Year A ought forwa		2016 Admin		Total of Rema al Project Esti	-	\$1.26	- 6,770	
i i oject bi	-		Offsite Lev			are of Cost		4,145	9
Previous	s Budget Esti			-	owns Percen	tage of Cost	17.		8
					Developer A		\$444	1,741	
	1		anking (ea	ach cate	gory out o	of 4)			2 2 3
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onstruction									ooping of the Town's existing system and supports the

2017 Ca	May 8, 20	-	t Pr	-			t : purpo	se:	2017	Off-Si	te Lev	vies F	Recalculatio	on						-W4 Project ID
roject Name:																Mitc	hell St	reet W	/ater T	runk
		Offsite	Levie	es Bei	nefiti	ing Z	ones						Mu	unicipal S	hare, Other	Stakeholo	der Share 8	& Financial	Oversizing	g %
			Bene	efiting Z	Zones	(place	ealo	ne if t	he zo	ne be	nefits	;)	pal %	, %	ial ing		)er %	ost	د ه ال	Der
	Offsite L	evies					Zone#	ŧ					Municipal Share %	Other Stakeholde r Share %	Financial Oversizing	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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Phase 2			_	_									0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 3				_									0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 4	L												0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 5													0.0%		0.0%	0.0%	100.0%	-	-	-
Budget	r				1	_											Total	-	-	-
Buuget						For	Offsit€ 													
			ffsite L ilities T					Estir	nate 30	of Rer	nainir 09	-						icilities Tab		
		Fac						_						gu						ರ <del>ಕ</del>
	/ear	ۍ آ		Completed	ure	ş	Construction		Contingency		Engineering	0	_	naini		oject I Cos	s ia a	per ent tions	tions	roje
	Project Year	Length of Proiect (m)		ost of wor Completed	Debenture	Interest	ctri 10		tine	9	inee		Land	f Ren Costs		ll Pro ated	Special Provincial Grants	Developer Agreement ontribution	Other Itributi	ed P
	Proj	Pro Le		§ Ö	De	-	5	3	Ę	3	Ene	o i		Total of Remaining Costs		Total Project Estimated Cost	N E O	Developer Agreement Contributions	Other Contributions	Reduced Project Fstimated Cost
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Phase 2										-		-		-	-	-				-
Phase 3	-									-		-		-	+	_				-
Phase 4										-		-		-		_				
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Develo	Con Oth	ner Grar	er	\$0	:	\$0	\$	0	\$1	0	\$0	D	\$822,029	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Date Modified:	May 8, 20	_		-			purpose:	201	7 ∩ff_si	italovi	oc D	ecalculatio	n						-W5 Project ID
roject Name:	ividy 0, 20	)17		WOU	lica io	i what	purpose.							So	uth Hig	hway	Drive		-
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							e a 1 one i	f the z	one he	nefits)				<b>1</b>					
	Offsite L		Benei				Zone#				_	Municipal Share %	Other Stakeholde r Share %	Financial Oversizing	7otal	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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Phase 2												0.0%		0.0		100.0%	-	-	
Phase 3												0.0%		0.0		100.0%	-	-	
Phase 4												0.0%		0.0		100.0%	-	-	
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		For Off	site Le ties Ta				ES	1	0%	0%	- I	515			For Offsi	te Levies Fa	cilities Tab		
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	Project Year	je (E	Cost of Work	eted	ture	st	Construction		Contingency	Engineering		-	naini s		Total Project stimated Cos	cial ts	Developer Agreement Contributions	Other Contributions	Reduced Project
	ject	Length of Project (m)	t of	Completed	Debenture	Interest	Istru		lting	ginee		Land	of Rem Costs		al Pr nate	Special Provincial Grants	Developer Agreement ontribution	Other Itributi	_ beo
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Phase 2									-	-			-	1	-				
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Phase 5									-	-			-		-				-
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Levies																			
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Levies Reserves	Financia opment A Con	l Oversiz greemer	e t s s																
Levies Reserves	Financia opment A Con Oth	l Oversiz greemer tribution ter Grant	e t s s r	\$0	\$16	5,868	\$0		\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

## 2017 Capital Budget Project Sheet OS-W6 Modified for what purpose: 2017 Off-Site Levies Recalculation Date Modified: May 8, 2017 Capital Project ID Water Trunk 3rd Ave SE, Mitchell Street to Saamis Drive Project Name: Water Infrastructure Class: Cost of Work Completed Water Off-Site Levy Reserve: Debenture Interest 2016 Year Added: Total of Remaining Costs Admin \$358,800 Total Project Estimated Cost Project brought forward by: Offsite Levy \$0 Type: Towns Share of Cost 9 0.0% Previous Budget Estimate: \$ 312 Towns Percentage of Cost 8 \$153,149 Developer Amount MYCIP Ranking (each category out of 4) 3 Rehabilitation Benefit to the Safety & Risk Management Conditions & Operational Costs MYCIP Rank for Year & Protection Service and Productivity Importance Strategic Funding Impact Public Work sset 4 Year 25% 20% 15% 15% 5% 10% 10% 2016 0 0 0 0 0 0 0 0% 5 2017 0 2 2 1 0 1 0 24% Phase 1 0% Phase 2 0% 6 2018 Phase 3 0% Phase 4 0% Phase 5 0% Project Description: Project is to install a watermain in 3rd Avenue . Project Justification: 3rd Avenue may be constructed prior to the developer requiring it. Project Risks: Notes:

Date Modified:	May 8, 20	udge		-			: purpos	e: 2	017 0	ff-Site I	evies F	Recalculatio	on					Capital P	•W6 Project ID
roject Name:	- Widy 0, 20	,,,,					<u> </u>	<u> </u>						SE, Mit	chell	Street	to Saa	amis D	rive
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								e if th	e zone	e benef	its)	pal %	, lde %	ing		° %	ost	° lde &	ber
	Offsite L	evies				· · · ·	Zone#					Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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Phase 2												0.0%		0.0%	0.0%	100.0% 100.0%	-	-	-
Phase 3												0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 4											_	0.0%		0.0%	0.0%	100.0%	-	-	-
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Budget						For	Offsite	l evies	Cons	tructior	n Costs	Tab				TOLAI	-	-	-
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			ities Ta						30%	1	0%				For Offsit	e Levies Fa	cilities Tab		
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	Project Year	Length of Project (m)	Cost of Work	Completed	Debenture	est	Construction		Contingency		Engineering	g	emaii tts		Total Project Estimated Cost	cial ncial nts	Developer Agreement Contributions	Other Contributions	Proj
	oject	engt rojec	st of	duo	eber	Interest	nstri		ntin		gine	Land	of Rem Costs		tal P mate	Special Provincial Grants	evel greei ntrib	Other	Reduced Project
	ď		0	Ŭ			<u>ပ</u> ိ		ů		ш		Total of Remaining Costs		To	<u>م</u>	o ¥ ö	Ö	Reduced Project
Phase 1									-		-		-	1	-				-
Phase 2									-		-		-		-				-
Phase 3									-		-		-	1	-				-
Phase 4									-		-		-	1	-				-
Phase 5									-		-		-	4	-				-
Tota		-		-		-		-	-		-	-	-	Veer	-	-	-	-	-
			2	017	20	18	201	9	2020	) 7	2021	Planned 2022	2023	2024	2025	2026	2027	2028	2029
	Estimate	d Budge		\$0		50	\$0		\$0	· ·	\$0	\$358,800	\$(						
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	SI	R Reser	'e																
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Off-Site Levies	2	Wat		\$0	\$	0	\$0		\$0		\$0	\$153,149	\$(	\$0	\$0	\$0	\$0	\$0	
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ate Mod roject N Pro	Name:	May 8, 20	17	Modif	ied for what	t purpose:	2017 Off-Si	ite Levies l	Recalculatio	tion Capi	al Project ID
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	oject bro	ught forwa		ff-Site Le			are of Cost		,300 ,848	9	
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		Ţ.				Developer Ar	-		,487		
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		Asset Rehabilitation & Protection	Service and Benefit to the Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity	Funding Impact	Operational Costs	MYCIP Rank for Year	mr 3	
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roject R											
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Date Modified:	May 8, 20	)17		Modi	fied fo	r what	purpos	e: 2	017 Of	f-Site L	evies F	Recalculatio	n					Capital I	Project ID
roject Name:															Wat	ter Tie	-in at 9	9th Av	enue
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roject Name:											1				mis D			
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			Benefi	ting Z	ones			ne if the	e zone b	penefits)	Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	la	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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	Modified:	May 8, 20	17	Modified	for wha	t purpose:	2017 Off-Si	te Levies I			Capital Project II
Proje	ct Name:								I	River Valley Potable	Water Supply Trunl
	Inf	rastructure	Class:	Water		Cost of Work	Completed		-		
	Off-	Site Levy Re	serve:	Water		Debent	ure Interest		-		
		Year A	dded:	2017		Total of Rema	aining Costs		-		
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		Asset Rehabilitation & Protection	Service and Benefit to the Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity		onal	ank	my J	
		et abili oteo	Service and Benefit to th Public	Strategic Importano	ety 8 1age	Work Conditions 8 Productivity	Funding Impact	Operational Costs	MYCIP Rank for Year	2 2 11 1	4
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	ect Justifica										
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Date Modified:	Dital B May 8, 20	-		-			purpose:	201	7 Off-S	ite Levies	Recalculati	on					Capital P	N12 Project ID
Project Name:													Valley	Potab	le Wa	ter Su	T ylqq	runk
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	Offsite L						Zone#				Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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		For Off Facili	site Le ties Ta				_		80%	0%	.0515			For Offsit	e Levies Fa	cilities Tab		
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	Year	j (l)	Vor	eted	ture	est	ctio		cenci	ering	-	s main		ojec d Co	ts cial	per nent ution	ution	Proj
	Project Year	Length of Project (m)	Cost of Work	Completed	Debenture	Interest	Construction		Contingency	Engineering	Land	of Rem. Costs		Total Project stimated Cos	Special Provincial Grants	Developer Agreement Contributions	Other Contributions	Reduced Project
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ate M	•		0	Projec							OS-W13
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rojec	t Name:									New Water Licer	nce Purchase
	Inf	rastructure	Class:	Water		Cost of Work	Completed		-		
	Off-9	Site Levy Re	serve:	Water		Debent	ure Interest		-		
		Year A	dded:	2016		Total of Rem	aining Costs		-		
	Project bro	ought forwa		Admin		tal Project Est	imated Cost	\$1,00			
				Strategic			are of Cost	\$339		9	
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				anling (a		Developer A		\$287	,724		
			1			egory out (	Ji 4)				3
		Asset Rehabilitation & Protection	Service and Benefit to the Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity		nal	ank	3007 3	
		Asset Rehabilitatio & Protection	Service and Benefit to th Public	Strategic Importan	ety & nage	Work Conditions { Productivity	Funding Impact	Operational Costs	MYCIP Rank for Year	my y	
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										River Basin. As time goes by the Tow	
	t Risks:	aterlicer		d drama	tically in	crease in 1	the future	The g	owth of	the Town may be hampered by a lac	k of water licences
		ater licer	ices coul	d dramat	tically in	crease in t	the future	e. The gi	owth of	the Town may be hampered by a lac	k of water licences
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roject Name:																	N	ew W	ater Li	icence	Purch	nases
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			1							the zo	one be	enefits	5)	oal %	, Ide	%	al ng		%	ost	' el a	Der
	Offsite L	evies					· ·	Zone#					<u>.</u>	Municipal Share %	Other Stakeholde	r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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Phase 2														0.0%			0.0%	0.0%	100.0%	-	-	-
Phase 3														0.0%			0.0%	0.0%	100.0%	-	-	-
Phase 4														0.0%			0.0%	0.0%	100.0%	-	-	-
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J		Eou	r Offsi	tolo	vioc						of Re											
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	Project Year	Length of	Project (m)	Cost of Work	Completed	Debenture	est	Conctentication			Contingency	erin		g	mair	ដ		Total Project Estimated Cost	cial cial	Developer Agreement Contributions	Other Contributions	Reduced Project Estimated Cost
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	ι	Jnfur	nded	\$71	,228	\$71	,228	\$71	,228	\$71	1,228	\$71	,228	\$71,228	\$71,2	228	\$71,228	\$71,228	\$71,228	\$0	\$0	\$0
Reference D	ocuments:																					

	2017 Ca			Project	t Shee	et				OS-S1
Infrastructure Class Off Site Ley Namerory Project Unrught formed by Type       Sanitary Sanitary Previous Badjet Earning State Ley Previous Badjet Earning State Ley Previous Badjet Earning State Class Off Site Ley Previous Project Is to install a sanitary sever trunk in Mitchell Street North         reget Lustification: reget Risks:	ate Modified:	May 8, 201	17	Modif	ied for wha	it purpose:	2017 Off-S	ite Levies l	Recalculatio	on Capital Project
	roject Name:									Sanitary Trunk in Mitchell Street N
	In	frastructure (	Class:			Cost of Work	Completed		-	
	Off-								-	
Yendows Rudget Extinue       S       Bit       Bit<							-		-	
	Project br	-								
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ate l	Modified:	May 8, 20	17	Modif	ied for wha	t purpose:	2017 Off-Si	ite Levies F	Recalculatio	n					Capi	tal Project II
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		Year A		2016		Total of Rema	-	¢2.07	-							-
	Project bro	ought forwa				al Project Esti			'9,525 I,724					9		
	Previous	s Budget Esti		offsite Lev		owns Percent	are of Cost		.1%		8					
	Trevious	, budget Esti	mate. 4	<i>_,</i>		Developer Ar	-		5,940			TX.		HI		
			MYCIP Ra	anking (e	ach cate	gory out c						2				
		ion	d the	Ð	isk ent	s s		a	×	2				h	3	
		Asset Rehabilitation & Protection	Service and Benefit to the Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity	it g	Operational Costs	MYCIP Rank for Year	my	TE/					3
		Asset Rehab & Prot	Service Benefit Public	Strategic Importan	afety lana	Work Condit Produ	Funding Impact	pera osts	MYCIP Ra for Year	2	811	1			11	
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	Phase 1								0%	1	K	- 7		2		
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0107	Phase 3								0%		C 3		1			
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bu		<sub>ition:</sub> oad Trun	ık twinniı	ng from E	Broadwa	y Ave to S	E sanitar	y gate.	0%							
ou oje ev	ndary Ro ect Justifica elopmer	ition: oad Trun	first pha	se of Nor		y Ave to S				is trunk.	Therefor	e the ne	ed for t	his upg	grade is	s driven
oje ev	ndary Ro ect Justifica elopmer	ation: oad Trun	first pha	se of Nor						s trunk.	Therefor	e the ne	ed for t	his upg	grade is	s driven
ou ev ne	ndary Ro et Justifica elopmer developi	ation: oad Trun	first pha	se of Nor						s trunk.	Therefor	e the ne	ed for t	his upg	grade is	s driven
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	May 8, 2017 Modified for what purpose: 2017 Off-Site Levies Recalculation Boundary Road N. Industrial Trun														ı				Capital F	Project IE	
oject Name:													В	oun	darv	Road	N. Ind	lustria	l Trun	k Upg	rade
,		Offsit	e Le	vies	Ben	efiti	ng Z	ones	;							are, Other					
										the z	one be	enefits)	bal	%	lde %	al ng		%	ost	s lde	Developer Cost
	Offsite L	evies			0		-	Zone#				,	1 Municipal	Share %	Otner Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
	ltem	#	1	2	3	4	5	6	7	8	9	10 1	1 D	۲, S	Stal r S	ų į	•	De C	Mu	C Stal r (	De
Phase 1	ltem	3			1						1	1	2	4.1%		44.4%	44.4%	31.5%	-	-	-
Phase 2								-						0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 3														0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 4														0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 5														0.0%		0.0%	0.0%	100.0%	-	-	
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Budget							FOL	JIISIU				c <b>tion Co</b> : maining									
		-	Offsite cilitie						LUCI		0%	0%					For Offsite	e Levies Fa	cilities Tab		
						Debenture Interest		Construction							ing						ti ti
	Project Year	h of	Project (m) Cost of Work Completed		eted					Contingency		Engineering		,	s s		Total Project Estimated Cost	cial rcial	Developer Agreement Contributions	Other Contributions	Reduced Project Estimated Cost
	oject	Length of	oleci	st of	Idmo	eben	Interest		חחכו	itinge		gine		3	of Re Cost		al Pr nate	Special Provincial Grants	Developer Agreement ontributior	Other Itributi	ced
	Pro	2	2	ő	ö	ð	-	č	3		Ō	Ē			Total of Remaining Costs		Tot Estir	- <u>-</u>	o % ö	Con	Sedu
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Phase 2											-	-			-		-				-
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Off-Site Levies Reserves	UNDING S Genera M Dedicat Trans Financia opment A Cor	SOURC R Reser D ASI Gra ed Gra sportat Sanit Sto I Overs greem tributio	rve ves ebt ints ion ater ary orm size ent ons ints	\$0	)		0		:0												
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ate Modifi	od I	May 0 20	_	-	t Shee		2017 Off 6		Docalculativ	on Capital Project II
		May 8, 20	17	WOUN	neu for what	t purpose.	2017 Off-S	ite Levies i	Recalculatio	
roject Na				<u>C</u>	_					NW Future Upgrade
		astructure		Sanitary		Cost of Work			-	
	Off-SI	ite Levy Re Year A		Sanitary 2016		Depent Total of Rem	ure Interest		-	
Proie	ect brou	ught forwa		Admin		al Project Est	-	\$2.09	3,000	
		-		)ffsite Lev			are of Cost		9,137	9
Pre	vious E	Budget Esti			-	owns Percen	tage of Cost	66.	4%	8
						Developer A		\$319	9,474	
			MYCIP Ra	anking (e	ach cate	gory out o	of 4)			2 7
		Asset Rehabilitation & Protection	Service and Benefit to the Public	JCe	Safety & Risk Management	ns & vity		nal	ч Ч	3
		Asset Rehabilitatio & Protection	Service and Benefit to th Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity	Funding Impact	Operational Costs	IP Ra ear	m
		Asset Rehab & Prot	Service Benefit Public	Stra	Safe Man	Work Condii Produ	Fune Imp	Opera Costs	MYCIP Rank for Year	
Year		25%	20%	15%	15%	5%	10%	10%		Curry - Mi
2016		#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	5 5
2017		3	2	0	0	0	1	2	36%	
	ase 1								0%	
×	ase 2 ase 3								0% 0%	
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Pha	ase 5								0%	
roject Jus						u develor	mont			iwest quadrant.
			re requir	ed to sup	oport nev	w develop	oment.			
	' upg		re requir	ed to sup	oport nev	w develop	oment.			
apacity	' upg		re requir	ed to sup	oport nev	v develop	oment.			

		udge	et Pr	-																	5-S4
ate Modified:	May 8, 20	)17		Mod	ified fo	r what	purpo	se: 2	017	Off-Sit	te Lev	vies R	ecalculatio	on					= .		Project ID
roject Name:																		NW	Futur	e Upg	rade
	1	Offsit	e Levie	es Be	nefiti	ng Z	ones						Mu				Stakeholo	ler Share 8	& Financial		g %
			Bene	fiting 2	Zones	(place	e a 1 o	ne if th	ie zo	ne bei	nefits	)	Municipal Share %	Other Stakeholde	e %	Financial Oversizing %	<u>–</u>	./ oper 2 %	Cost	Other Stakeholde r Cost &	Developer Cost
	Offsite L	evies			-	1	Zone#						unic hare	Other akeholo	r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakehold r Cost &	Developer Cost
	ltem		1 2	3	4	5	6	7	8	9	10	11		St	-		4.0 40/				
Phase 1	ltem	4	1					1	1				66.4%			18.4%	18.4% 0.0%	15.3%	-	-	-
Phase 2				_									0.0%			0.0%	0.0%	100.0% 100.0%	-	-	-
Phase 3													0.0%			0.0%	0.0%	100.0%	-	-	-
Phase 4													0.0%			0.0%	0.0%	100.0%	-	-	-
Phase 5													0.0%			0.0%	0.0%	Total	-	-	-
Budget						For	∩ffsite	Levie	Cor	ostruc	tion (	oste	Tah					TULAI	-	-	-
U		For C	)ffsite L	ouioc		101				of Ren											
				ies Tab					30	1	09						For Offsit	e Levies Fa	cilities Tab	)	
	L			× _				:	>	,				jing			t ost				ect
	Project Year	Length of		Cost of Work Completed		est	Construction		Contingency		Engineering		g	emair **	ខ		Total Project Estimated Cost	Special Provincial Grants	Developer Agreement Contributions	Other Contributions	Reduced Project Estimated Cost
	ject	engt	30		Debenture	Interest	str	Í	ntine.		pine		Land	of Rem Contr	S		al Pi nate	Special Provincia Grants	evelo reer tribu	Other Itributi	ced
	Pro	25	:   3	ξ Ŭ	Ď	-	Ĉ	3	Ĉ	3	Ë	Í		Total of Remaining			Tot Estir	- <u>-</u>	ق % ۵	Co	Redu
Phase 1	1									-		-		-	-		-				-
Phase 2										-		-		-	-		-				-
Phase 3										-		-		-	-		-				-
Phase 4										-		-		-			-				-
Phase 5 Tota	I									-		-		-	-		-				-
TOLA	1	-		-		-		-		-		-	Planned	Proi	ect	Year	-	-	-	-	-
			2	2017	20	)18	20	19	20	20	202		2022	202		2024	2025	2026	2027	2028	2029
	Estimate	d Budg	et sa	855,810	\$	\$0	\$	D	\$1	0	\$(	)	\$0	\$690	0,690	\$0	\$C	\$1,046,500	) \$0	\$(	)
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		R Rese																			
	Genera		ebt																		
	N	1SI Grai																			
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0.55 614	Trans	portati	on																		
Off-Site Levies		Wa	ter																		
Reserves		Sanita	ary s	54,311	\$	\$0	\$	D	\$1	0	\$(	)	\$0	\$105	5,427	\$0	\$C	\$159,737	\$0	\$0	)
		Sto																			
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Develo		ier Grai																			
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Develo	Oth	Oth										``````````````````````````````````````	*0			**	\$0	\$886,763	\$0	\$0	\$0
Develo		Oth J <b>nfund</b>		301,499	\$	50	\$	n	\$(	0	\$(		\$0	\$585,2		\$0					\$

20	17 Cap	oital B	udget	Projec	t She	eet					OS-S6
ate l	Modified:	May 8, 20	17	Modif	ied for w	hat purpose:	2017 Off-S	ite Levies I	Recalculatio	n	Capital Project I
roje	ct Name:						3rd A	ve SE	Sanita	ry Trunk from Mitchell St to S	aamis Dr.
	Infi	rastructure	Class:	Sanitary		Cost of Work	Completed		-		
	Off-9	Site Levy Re		Sanitary			ture Interest		-		
		Year A		2016 Admin		Total of Rem	-	¢C17	-		
	Project bro	ought forwa		Offsite Lev		Total Project Est	imated Cost		3,174 0	9	
	Previous	Budget Esti			410	Towns Percen			о )%	8	
		0				Developer A		\$283	3,859		
			MYCIP F	anking (e	ach ca	tegory out	of 4)			2	
		tion on	the	e	tisk ent	ta s		a	¥		3
		oilita1 tectio	ce an fit to	egic rtanc	y & R gem	ition: uctivi	ct ng	ation	o Rar tar	mi -	
		Asset Rehabilitation & Protection	Service and Benefit to the Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity	Funding Impact	Operational Costs	MYCIP Rank for Year	3 3 11 1	
_	Year	<u>∢ ≃ ∞</u> 25%	20%	15%	15%		10%	10%	ΖΨ	4 mary 4	H
	2016	0	0	0	0	0	0	0	0%	5 5	No.
	2017	0	2	3	2	1	1	0	33%		
	Phase 1								0%		
18	Phase 2								0%	6	
2018	Phase 3 Phase 4								0% 0%		
	Phase 5								0%		
roje	ct Descript	tion:	1		<u> </u>		<u> </u>				
	<mark>ct Justifica</mark> Avenue i		construc	ted prior	to the	developer	requiring	the sew	er line.		
oje	ct Risks:										
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Date Modified:	May 8, 20	udget		-			purpose:	2017	Off-Site	e Levies F	Recalculatio	on					OS Capital P		
roject Name:													nk fro	m Mit	chell S	St to S	aamis	s Dr.	
		Offsite	evie	s Ber	nefiti	ng Z	ones					-				& Financial			
			Benefi	iting Z	ones	place	a 1 one if	the zo	ne ben	efits)	pal %	, lde %	ial ing		ser %	ost	° lde &	Developer Cost	
	Offsite L						Zone#				Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost	
	ltem	# 1	2	3	4	5	6 7	8	9	10 11	N M	Sta r S	Q Ei			ML	) Sta r	De	
Phase 1	ltem	6			1						0.0%		53.7%	53.7%	46.3%	-	-		
Phase 2										_	0.0%		0.0%	0.0%	100.0%	-	-	-	
Phase 3								_			0.0%		0.0%	0.0%	100.0%	-	-		
Phase 4								_			0.0%		0.0%	0.0%	100.0%	-	-		
Phase 5											0.0%		0.0%	0.0%	Total	-	-	-	
Budget						For (	For Offsite Levies Construction Costs								TOLAI	-			
U		For Off	cito I o	vior		101				aining Co									
			ties Ta					30	1	0%				For Offsit	e Levies Fa	cilities Tab	b		
			χp				ç	;	Ņ.	ß		guirg		ct ost	_	Developer Agreement Contributions		Reduced Project Estimated Cost	
	Project Year	Length of Project (m)	No	Cost of Work Completed		est.	Construction	Continuenci		Engineering	g	emair ts		Total Project Estimated Cost	cial cial				
	oject	engt	stof	dmo	Debenture	Interest	nstri	-ti		gine	Land	of Rem Costs		tal P mate	Special Provincial Grants	Jevelo greer ntribu	Other	lced	
	۲. ۲.		၂ ပိ	Ŭ			ů	5	3	ш		Fotal of Remaining Costs		To	<u>م</u>	O ¥ D	Cor	Redu	
Phase 1									-	-		-		-				-	
Phase 2									-	-		-		-				-	
Phase 3									-	-		-		-				-	
Phase 4									-	-		-		-				-	
Phase 5									-	-		-		-				-	
Tota		-		-		-	-		-	-	- Planned	-	Voor	-	-	-	-	-	
			20	017	20	18	2019	20	20	2021	2022	2023	2024	2025	2026	2027	2028	202	
	Estimate	d Budget		\$0		0	\$0	\$		\$0	\$613,174	\$0		\$0			\$0		
F	UNDING	SOURCES	5																
		R Reserve																	
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Off-Site Levies Reserves	Trans	sportation Wate Sanitar	n r / :	\$0	\$	0	\$0	\$	0	\$0	\$283,859	\$0	\$0	\$0	\$0	\$0	\$0		
Levies	Trans	sportation Wate Sanitar Storn	า r / ::	\$0	\$	0	\$0	\$	0	\$0	\$283,859	\$0	\$0	\$0	\$0	\$0	\$0		
Levies Reserves	Financia	sportation Wate Sanitar Storn I Oversize	ו ר י י	\$0	\$	0	\$0	\$	0	\$0	\$283,859	\$0	\$0	\$0	\$0	\$0	\$0		
Levies Reserves	Trans Financia	sportation Wate Sanitar Storn	ו ר י י י י י י י י י י י י י י י י י י	\$0	\$	0	\$0	\$	0	\$0	\$283,859	\$0	\$0	\$0	\$0	\$0	\$0		
Levies Reserves	Financia opment A Con	sportation Wate Sanitar Storn I Oversize greemen	ו r י י י t s	\$0	\$	0	\$0	\$	0	\$0	\$283,859	\$0	\$0	\$0	\$0	\$0	\$0		
Levies Reserves	Financia opment A Con	sportation Wate Sanitar Storn I Oversize greemen tribution	r // : 2 5 5	\$0	\$	0	\$0	\$	0	\$0	\$283,859	\$0	\$0	\$0	\$0	\$0	\$0		
Levies Reserves	Financia ppment A Con Oth	sportation Wate Sanitar Storn I Oversize greemen tribution her Grant	r r e t s s r	\$0		0	\$0 \$0	\$		\$0	\$283,859 \$329,315	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

ate Modified:				t Shee						OS-S7
ate mounned.	May 8, 20	17	Modi	fied for wha		2017 Off-S				Capital Project ID
Project Name:					<b>9th</b> /	Ave Sa	nitary	Trunk	k from Eastside Phase 1 to S	aamis Drive
	nfrastructure		Sanitary		Cost of Work			-		
Ofi	-Site Levy Re		Sanitary 2016			ure Interest		-		
Project h	Year A rought forwa		Admin		Total of Remain al Project Est	-	¢1 70	- 16,691		
FIOJECLD	rought forwa	-	Offsite Lev			are of Cost		i0,051	9	
Previou	s Budget Esti				owns Percen			0%	8	
					Developer A		\$831	1,749		
	1	MYCIP R	anking (e	1	gory out o	of 4)				3
	Asset Rehabilitation & Protection	nd o the	ce	Safety & Risk Management	ity		nal	х	3227	
	Asset Rehabilitatio & Protection	Service and Benefit to the Public	Strategic Importance	ty & l agen	Work Conditions & Productivity	ding	Operational Costs	IP Ra ear	Nay Jul	
	Asset Rehab & Prot	Service Benefit Public	Strategic Importano	Safe Man	Work Condit Produ	Funding Impact	Opera Costs	MYCIP Rank for Year		
Year	25%	20%	15%	15%	5%	10%	10%		1 - and	
2016	4	4	4	3	0	4	1	84%		× ×
2017	3	3	4	2	0	0	0	56%		
Phase	-							0% 0%		
Phase 2 Phase 2								0%		
Phase								0%		
Phase	5							0%	6	
oiest lustifis	ation									
		construct	ted prior	to the de	eveloper r	requiring	the sew	er line.		
Project Justific Oth Avenue		construct	ted prior	to the de	eveloper r	requiring	the sew	er line.		

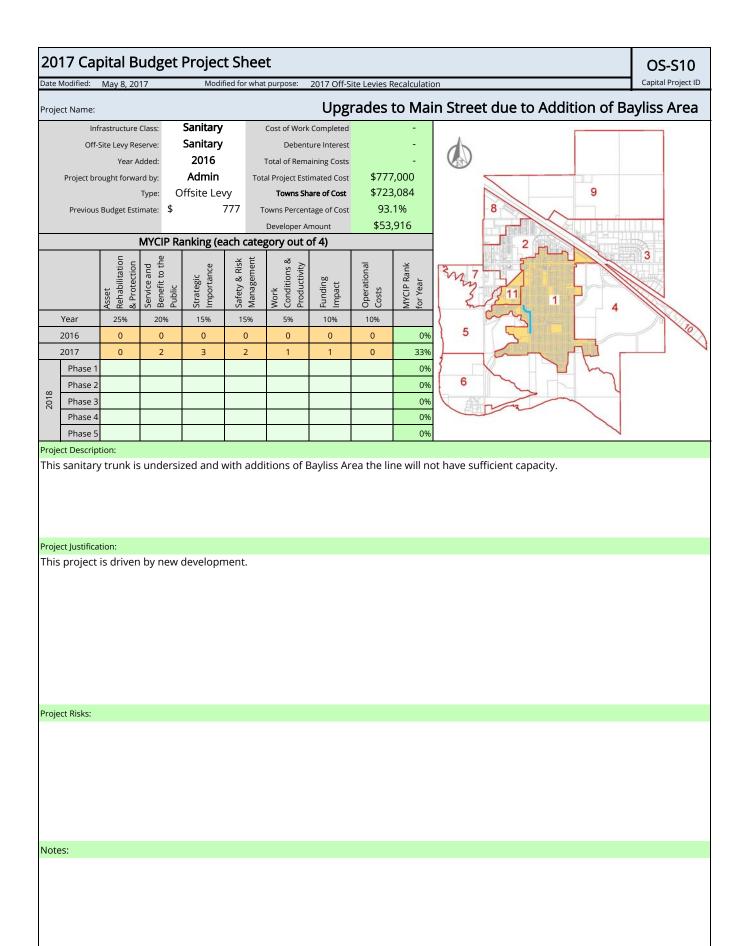
Date Modified:	Dital B May 8, 20	-		-	fied fo		purpo	se:	2017	Off-Sit	e Levies l	Recalculati	on					Capital P	-S7 Project ID
Project Name:							9	th /	٩ve	Sar	nitary	Trunk	(from	Easts	ide Ph	ase 1	to Saa	nmis D	rive
		Offsite	Levie	s Ber	nefiti	ng Z	ones					M	unicipal Sł	nare, Other	Stakehold	ler Share 8	& Financial	Oversizing	ç %
			Benef	iting Z	ones	(place	e a 1 oi	ne if t	he zo	ne ben	efits)	ipal %	er olde e %	cial zing	_	/ / %	Cost	er olde : &	Developer Cost
	Offsite L	evies	-	_			Zone#					Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developei Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
	ltem		2	3	4	5	6	7	8	9	10 11		Stö		50 70			Stä	õ
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Phase 2												0.0%		0.0%	0.0%	100.0%	-	-	
Phase 3												0.0%		0.0%	0.0%	100.0%	-	-	
Phase 4			_									0.0%		0.0%	0.0%	100.0%	-	-	
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Budget					For Offsite Levies Construction Costs T					Tah				Total	_	-			
U		For Off	cito I a			101					aining C								
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	oject	Length of Project (m)	stof	du	Debenture Interest		Construction		Contingency		gine	Land	of Rem Costs		al Pi nate	Special Provincial Grants	Developer Agreement Contributions	Other Contributions	Reduced Project Estimated Cost
	- La	7 2	Ö	Ŭ	Ď		ē		č	3	E		Total of Remaining Costs		Tot	<u> </u>	o ₽ S	Cor	Redu
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Phase 2										-	-		-	1	-				
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ate N	lodified:	May	8, 201	7	Mod	ified for wh	at purpose:	2017 Off-Si	ite Levies I	Recalculatio	n					Ca	pital Project ID
rojec	ct Name:										Riv	er Vall	ey Lif	t Sta	tion 8	& For	cemain
	Inf	frastruo	ture C		Sanitary		Cost of Wor	k Completed		-				Г			
	Off-	Site Le	vy Res	erve:	Sanitary	'	Deber	nture Interest		-	0						
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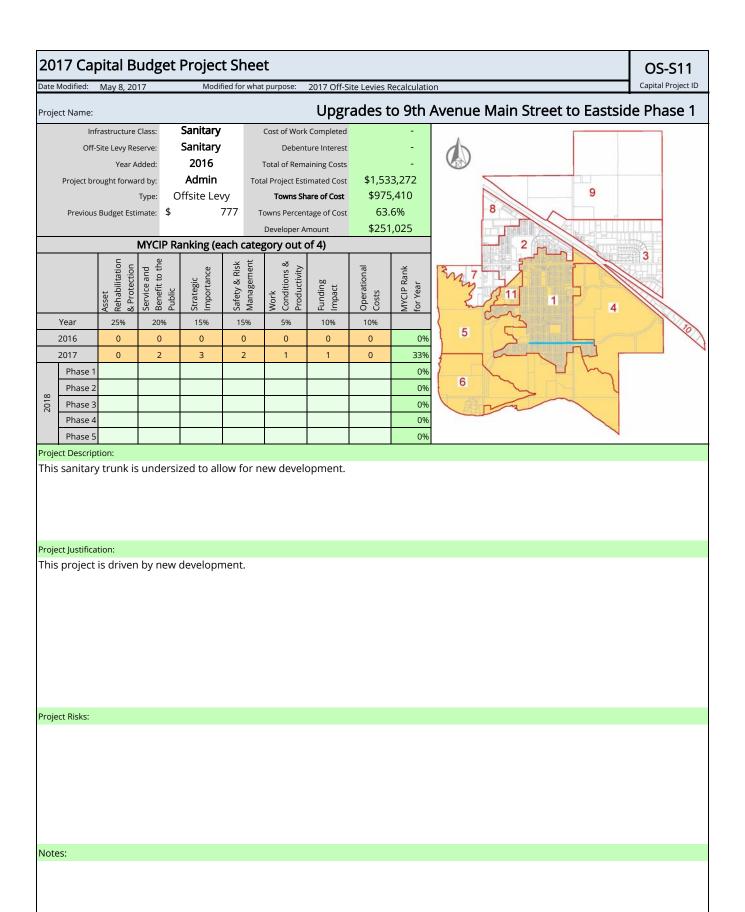
	May 8, 20	-		ojec Modif			purpose:	201	7 Off-S	ite Levie	Recalculati	on					Capital F	-S8 roject ID
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Phase 3											0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 4											0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 5											0.0%		0.0%	0.0%	100.0%	-	-	
		1			1							Т			Total	-	-	-
Budget						For	Offsite Le											
		For Offs					E			maining	Costs							
	<u> </u>	Facilit	ies Tal	b				-	30%	0%	_	50			e Levies Fa	cilities Tab		ų
	ear	ъ Ê	ork	eq	e	ų	ion		ΓČ	ing		ainin		ect Cost		er int ons	suo	ojec
	, T	Length of Project (m)	of K	plet	entu	Interest	truct		nge	Teer	Land	Remo		Pro	Special Provincial Grants	ene ene ibuti	Other Itributi	Reduced Project
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Phase 1									-	-		-	-	-				-
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			20	)17	20	18	2019	2	020	2021	2022	2023	2024	2025	2026	2027	2028	202
	Estimate	d Budget	s	\$0	\$	50	\$678,730	) \$6	78,730	\$0	\$(	) \$	0 \$0	\$C	) \$0	\$0	\$0	
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	SI	R Reserve																
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	Way 8, 20	17	WOUII	IEU IUI WIIA	t purpose.	2017 011-51	te Levies i	recalculatio	• • • • •
Project Name:									Northside Sanitary Sewer Off sites
Inf	rastructure	Class:	Sanitary		Cost of Work	Completed		-	
Off-9	Site Levy Re		Sanitary			ure Interest		-	
	Year A		2016		Total of Rema	-	¢4.04	-	
Project bro	ought forwa		Admin		al Project Esti			0,445	9
Provious	Budget Est	Type:	Upgrade			are of Cost	۵۹۶¢ 21.	7,188 9%	8
Previous	Budget Est	mate: P	1,2	211 1	owns Percent Developer Ai	-	\$575		
			anking (e;	ach cate	gory out o		Ψ.57 5	,005	
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	Asset Rehabilitation & Protection	Service and Benefit to the Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity	Funding Impact	Operational Costs	MYCIP Rank for Year	3 011
								Mγ for	4
Year	25%	20%	15%	15%	5%	10%	10%		5
2016	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	#N/A	
2017	2	2	3	3	0	1	0	48%	
Phase 1 Phase 2								0% 0%	6 ~ ~
Phase 2 Phase 3								0%	
Phase 4								0%	
Phase 5								0%	
Project Risks:									

	May 8, 20	)17			Modif	fied for	r what	: purpo	ose:	2017	7 Off-S	ite Levie	s Reca	alculatio	n							Ca	pital Pi	roject ID
roject Name:	11109 07 20									2011	011 0		5 11000		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	1	Norths	side S	Sanita	nv	Sew	er (	Off	sites
.,		Offsit	e Le	vies	Ber	nefiti	ng Z	ones	5					Mu	inicipal		are, Other							
										the z	one be	nefits)	-	oai %	lde	%	al ng		ber	%	ost	, 0	v v	Der
	Offsite L	evies					-	Zone						Municipai Share %	Other Stakeholde	r Share %	Financial Oversizing %	Total	OSL / Developer	Share %	Muni Cost	Other Stabalda	r Cost &	Developer Cost
	ltem	#	1	2	3	4	5	6	7	8	9	10 1	1 2	SF	) Sta	2	Ēò		_		ML	C to		De
Phase 1	ltem	13			1						1			21.9%			46.3%	46.3%	31.8%		-		-	-
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Phase 3														0.0%		_	0.0%	0.0%	100.09		-		-	-
Phase 4														0.0%		_	0.0%	0.0%	100.09		-		-	-
Phase 5														0.0%			0.0%	0.0%	100.09		-		-	-
Budget		1					For	0	o   ovi		netru	tion Co.	to Tak	h					Total		-		-	-
Budget		_					FUI					tion Cos maining												
		-	Offsite cilitie						250		0%	0%		,				For Offsi	te Levies	Faci	lities Ta	h		
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	Project Year	, of	Project (m)	Cost of Work	Completed	Debenture	est		Construction		Contingency	Engineering		Ð	main s			Total Project stimated Cos	ial cial	ß	Jueveloper Agreement Contributions	5	Contributions	Proje
	ject	Length of	ojeci	it of	Idm	ben	Interest		חזצנ		guit	gine		Land	of Rem Costs			al Pr nate	Special Provincial	Grants	Developer Agreement ontribution	Other	tribt	ced
	Pro	, <sup>2</sup>	2	ő	ບິ	ă	-	l d	5		0	Ē			Total of Remaining Costs			Total Project Estimated Cost	, F	Č	s % g		Co	Reduced Project
Phase 1											-	-			-			-						-
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Off-Site Levies	UNDING SI General M Dedicat Trans	SOURC R Reser D ISI Gra ed Gra sportat Wa Sanit Sto	get CES erve ves eebt ants ants cion ater cary orm	\$	50	\$	018 50		\$0		020 \$0	2021 \$0		2022 \$0	2023	\$0	2024 \$0	\$	0	\$0	\$	D	\$0	2029
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Off-Site Levies Reserves	UNDING SI General M Dedicat Trans Financia opment A Con	SOURC R Reser D I Reser D ISI Gra ed Gra sportat Wa Sanit Sto I Overs greem tributi	get CES erve ves ebt ants cion ater cary orm size eent oons	\$	50	\$	018 50		\$0		020 \$0	2021 \$0		2022 \$0	2023	\$0	2024 \$0	\$	0	\$0	\$	D	\$0	
Off-Site Levies Reserves	UNDING SI General M Dedicat Trans Financia opment A Con	R Reser I Reser DASI Gra ed Gra sportat Sanit Sto I Overs greem tributi ner Gra	get CES erve ves ebt ants ion ater tary orm size ent ons ants	\$	50	\$	018 50		\$0		020 \$0	2021 \$0		2022 \$0	2023	\$0	2024 \$0	\$	0	\$0	\$	D	\$0	
Off-Site Levies Reserves	UNDING SI General M Dedicat Trans Financia opment A Con Oth	R Reser I Reser DASI Gra ed Gra sportat Sanit Sto I Overs greem tributi ner Gra	get CES erve webt ants ants tion ater ary orm size eent ons ants ther	\$	50	\$	50		\$0		020 \$0	2021 \$0		2022 \$0	2023	\$0	2024 \$0	\$	0	\$0	\$	D	\$0	



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te Modified:	May 8, 20	17		Modi	fied for	r what	purpo	ose:					Recalculatio							Capital I	-
oject Name:									U	lpg	rade	es 1	to Mai	n S	Stre	et du	e to A	dditio	n of B	ayliss /	Area
	1	Offsite	e Levie	s Ber	nefiti	ng Z	ones	5					Mu	<u> </u>		-	r Stakehol	der Share	& Financia		g %
			Benet	fiting Z	ones (	place	e a 1 c	one if t	the zo	ne be	enefits)		Municipal Share %	Other	ioide 'e %	Financial Oversizing	a	- / oper	Cost	Other Stakeholde r Cost &	oper
	Offsite Le						Zone‡	-			<u> </u>		Aunicipa Share %	Other	r Share %	Financial Oversizin; %	Total	OSL / Developer Share %	Muni Cost	Other takehold r Cost &	Developer
Phase 1	Item i Item		1 2 1	3	4	5	6	7	8	9	10	11 1	≥ <sup>01</sup> 93.1%	ů	r r	0.09	6 0.0%	6.9%	′ ≥	St	
Phase 2	item	2				-						-	0.0%			0.09	-	100.0%	-	-	-
Phase 3													0.0%			0.09		100.0%	_	_	-
Phase 4													0.0%			0.09	0.001	100.0%	_	_	
Phase 5													0.0%			0.09	0.001	100.0%	-	-	-
																		Total	-	-	
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				Projec	t Shee	et										S-D3
Date N	lodified:	May 8, 20	17	Modif	fied for wha	t purpose:	2017 Off-Si								-	al Project ID
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		Asset Rehabilitation & Protection	Service and Benefit to the Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity	ng t	Operational Costs	MYCIP Rank for Year	m	7-1					
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	May 8, 20	-		Djec Modif			purpos	e: 2	017 Off-	Site Levie	es Rec	alculatic	n					Capital P	-D3 roject IE
roject Name:							<u>· ·</u>							stside	Phase	e 1 to S	Saami	s Drive	e SE
		Offsite I	.evie	s Ber	nefiti	ng Z	ones										& Financial		
			Benef	iting Z	ones	(place	e a 1 on	ie if th	e zone b	enefits)		pal %	r olde %	ing	_	/ oer %	ost	r olde &	Developer Cost
	Offsite L	evies					Zone#					Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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Phase 3												0.0%		0.0%	0.0%	100.0%	-	-	
Phase 4									_			0.0%		0.0%	0.0%	100.0%	-	-	
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	oject	Length of Project (m	st of	dmo	eber	Interest	nstri		ntin	gine		Land	of Rem Costs		tal P mate	Special Provincial Grants	evel- greei ntrib	Other htributi	Reduced Project
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ate Modified:	May 8, 20	17		Modif	fied fo	r what	purpo	se:	2017	Off-Sit	e Levies I	Recalculatio	on							Project ID
Project Name:																Saa	mis D	rive S	torm <sup>¬</sup>	runk
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			Benefi	ting Z	ones	(place	e a 1 o	ne if t	he zo	ne ber	nefits)	Municipal Share %	Other Stakeholde r chare %	cial %	Oversizing %	<u>_</u>	./ oper e %	Cost	Other Stakeholde r Cost &	oper st
	Offsite L	evies			r	1	Zone#					unic hare	Other Stakeholde r Shara %	Financial	versi %	Total	OSL / Developer Share %	Muni Cost	Other stakeholde r Cost &	Developer Cost
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	Project Year	je (E	Cost of Work	ted	ure	st	Construction			contraction	Engineering	_	naini			Total Project stimated Cos	s ial	per tion: tion:	tion	Reduced Project Fetimated Cost
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Date Modified:	May 8, 20	17	Modif	ied for wha	t purpose:	2017 Off-S	ite Levies I	Recalculatio	-	Capital Project ID
Project Name:									Eastside Storm Pond Interco	nnections
	frastructure		Storm		Cost of Work			-		
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	Asset Rehabilitation & Protection	Service and Benefit to the Public	Strategic Importance	Safety & Risk Management	Work Conditions & Productivity	Funding Impact	Operational Costs	MYCIP Rank for Year	<sup>3</sup> M <sub>1</sub> 7 3 11 1 4	
Year	25%	20%	15%	15%	5%	10%	10%		5	
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Phase 5								0%	7	
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Date Modified:	May 8, 20	-		-			- : purpose	: 201	7 Off-9	Site Levie	es Re	ecalculatio	on						-D5 Project ID
roject Name:														side S	torm	Pond	Interco	onnec	tions
		Offsite	e Levi	ies Be	nefiti	ing Z	ones					Mu	unicipal Sh	are, Other	Stakeholo	der Share 8	& Financial	Oversizing	g %
			Ben	efiting	Zones	(place	e a 1 one	e if the	zone b	enefits)		pal %	r olde e %	ial ing	_	/ per %	ost	r olde &	per
	Offsite L	evies					Zone#					Municipal Share %	Other Stakeholde r Share %	Financial Oversizing %	Total	OSL / Developer Share %	Muni Cost	Other Stakeholde r Cost &	Developer Cost
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Phase 3											_	0.0%		0.0%	0.0%	100.0%	-	-	-
Phase 4											_	0.0%		0.0%	0.0%	100.0%	-	-	-
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	Project Year	Length of Proiect (m)	5	Cost of Work Completed	Debenture	Interest	Construction		Contingency	Engineering		Land	of Rem Costs		Total Project Estimated Cost	Special Provincial Grants	Developer Agreement Contributions	Other Contributions	Reduced Project Estimated Cost
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				2017	20	)18	2019		2020	2021		Planned	2023	2024	2025	2026	2027	2028	2029
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	l	Jnfund	ed	\$0	4	\$0	\$0		\$0	\$0		\$1,219,909	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reference D	ocuments:																		

201	17 Cap	oital B	udg	et	Projec	t Sh	ee	t				OS-D6
Date N	Aodified:	May 8, 20	17		Modit	fied for	what	: purpose:	2017 Off-S	ite Levies F	Recalculatio	on Capital Project ID
Proje	ct Name:										Existi	ng Industrial Area Storm Improvements
	Infi	rastructure	Class:		Storm			Cost of Work	Completed		-	
	Off-S	Site Levy Re	serve:		Storm			Debent	ure Interest		-	
		Year A	dded:		2016		٦	Total of Rema	aining Costs		-	
	Project bro	ought forwa	rd by:		Admin		Tota	al Project Esti	mated Cost	\$1,84	4,500	
			Type:	0	offsite Lev	ЛУ		Towns Sh	are of Cost	\$1,30	5,795	9
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						_		Developer Ar	mount	\$538	8,705	
			MYCI	P Ra	anking (e	ach c	ateg	gory out o	of 4)			2
		Asset Rehabilitation & Protection	Service and Benefit to the	Public	Strategic Importance	Safety & Risk	Management	Work Conditions & Productivity	Funding Impact	Operational Costs	MYCIP Rank for Year	3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3
	Year	25%	20	%	15%	159	%	5%	10%	10%		1 Contra 1
i	2016	0	0		0	0		0	0	0	0%	5 5
:	2017	0	2		4	1		0	1	0	31%	
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~	Phase 2										0%	6
2018	Phase 3										0%	
	Phase 4										0%	
	Phase 5										0%	Z
Proje	ct Descript	tion:										
Expa	ansion o	f the Dir	kson	Driv	ve storm	pond	lan	d storage	before t	he City T	runk or o	diversion to Dirkson Pond.

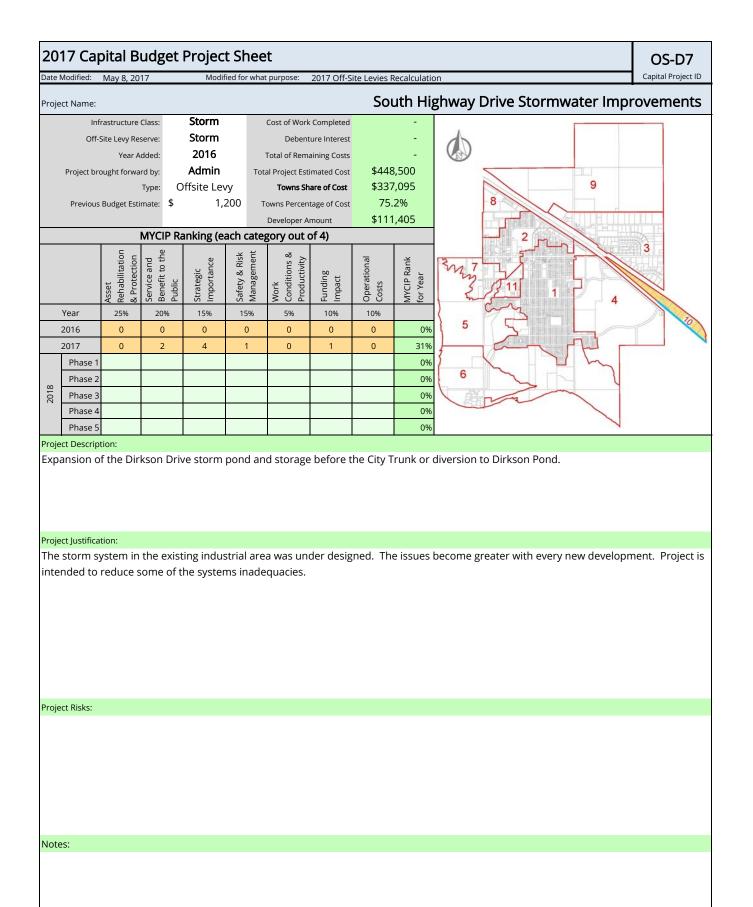
### Project Justification:

The storm system in the existing industrial area was under designed. The issues become greater with every new development. Project is intended to reduce some of the systems inadequacies.

### Project Risks:

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# TOWN OF REDCLIFF REQUEST FOR DECISION

DATE:	May 8, 2017
PROPOSED BY:	Manager of Legislative & Land Services
TOPIC:	2017 Municipal Election – Voting Machines
PROPOSAL:	To consider using Electronic Voting Machines for the 2017 Municipal Election

# **BACKGROUND:**

Council has expressed interest in ballots being counted electronically for the 2017 Municipal Election. Administration has obtained two quotes.

Election Systems & Software (ES&S) \$8,060.00 (includes 2 scanners, ballots, misc. election supplies, training, on site election day support)

Dominion Voting \$9,203.00 (Includes 2 scanners, training, misc. election equipment, voting day phone support) (Extra costs - ballots \$750 (estimated), onsite election day support \$4,350, other misc. costs.)

While onsite election day support is optional, in speaking with the Returning Officer about the use of electronic voting machines it would be preferable for first time use to have on site election day support should support be required.

The budget for the 2017 municipal election is \$15,000.00 which included provision to consider electronic voting machines at an estimated cost of \$5,000.00. Remuneration for the Returning Officer has been set at \$3,500.00 plus a per hour fee if hours are exceeded. Utilizing the same rates and numbers of workers from the 2013 municipal election (minus the returning officer and presiding officer) I would estimate adding \$2,500 for other election workers. Utilizing some in house staff may be an option. However the Returning Officer has expressed wanting some election workers with past experience. I would also estimate adding \$2,000 for expenses relating to materials and supplies, advertising, meals and other miscellaneous costs. With the electronic voting machines costs being higher than anticipated election costs will likely exceed the budget of \$15,000.00 if we proceed with using electronic voting machines.

If Council decides to proceed with electronic voting machines, a bylaw will need to be adopted.

# POLICY / LEGISLATION:

Voting machines

- 84 (1) An elected authority may by bylaw provide for the taking of the votes of the electors by means of voting machines, vote recorders or automated voting systems.
  - (2) Notwithstanding any other provision of this Act, the bylaw referred to in subsection (1) shall prescribe

- (a) the form of the ballot,
- (b) directions for the marking of a ballot by an elector, and
- (c) directions for the voting procedures to be used including the procedures to be followed
  - (i) in the taking of the votes by any of the means provided for in subsection (1),
  - (ii) in the examination of the ballots, by machine or otherwise, to determine which votes should be declared void,
  - (iii) in the counting, by machine or otherwise, of the votes taken by any of the means provided for in subsection (1),
  - And
  - (iv) if a returning officer makes a recount pursuant to section 98, in the recounting, by machine or otherwise, of the votes taken by any of the means provided for in subsection (1), and the bylaw shall as nearly as possible follow the provisions of this Act.
- (3) Sections 75, 85 and 103 to 115 do not apply when the votes of the electors are taken by any of the means provided for in subsection (1).

# STRATEGIC PRIORITIES: N/A

# ATTACHMENTS: None.

# **OPTIONS:**

- 1. To authorize Administration and the Returning Officer to proceed with undertaking to use electronic voting machines during the 2017 Municipal Election with ES & S.
- 2. To authorize Administration and the Returning Officer to proceed with undertaking to use electronic voting machines during the 2017 Municipal Election with Dominion Voting.
- 3. To remain status quo.

# **RECOMMENDATION:**

Administration is seeking direction from Council if they would like Administration & the Returning Officer to proceed with undertaking to use electronic voting machines during the 2017 Municipal Election.

If Council determines they would like to proceed with electronic voting machines for the 2017 Municipal Election it is recommended to enter into an agreement with ES & S.

# SUGGESTED MOTION(S):

- \_\_\_\_ moved that Administration and the Returning Officer be 1. Councillor authorized to proceed with undertaking to use electronic voting machines during the 2017 Municipal Election with ES & S. Further that Administration be directed to prepare for consideration a bylaw for the use of electronic voting machines. Further that budget overages be funded from Operations.
- 2, moved that Administration and the Returning Officer be Councillor authorized to proceed with undertaking to use electronic voting machines during the 2017 Municipal Election with ES & S. Further that Administration be directed to prepare for consideration a bylaw for the use of electronic voting machines. Further that budget overages be funded from Operations.

SUBMITTED BY:

**Department Head** 

Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_\_ DAY OF AD. 2017.

# TOWN OF REDCLIFF REQUEST FOR DECISION

**DATE:** May 8, 2017

PROPOSED BY:	Municipal Manager
TOPIC:	Redcliff's Citizen's on Patrol Society
PROPOSAL:	To Consider Funding Request submitted by Citizens on Patrol

# BACKGROUND:

At the regular council meeting held May 9, 2016, Council received a delegation from a local organization called Citizen's on Patrol Society (COPS) where they outlined the service they provide for the Town of Redcliff and their mandate as outlined in the attached delegation package that was part of the COPS delegation/presentation to Council on May 9, 2016.

In addition to receiving the COPS presentation for information, the following motion of council was made and carried:

2016-0188

Councillor Steinke moved to defer consideration to contribute to the Citizens on Patrol, to the 2017 Budget discussions. - Carried.

At the 2017 budget discussions, Council decided to create a fund for council initiativescommunity support. The remaining balance, as at May 5, 2017, of the council initiativescommunity support fund is \$4,400.00.

Citizens on Patrol submitted to the Municipal Manager on May 2<sup>nd</sup>, 2017 the attached funding request.

# POLICY/LEGISLATION:

Policy No. 026 – Community Services Department Contingency Funding, sections 2 and 6 state the following:

- 2. The Town of Redcliff may include in their regular budget a sum of monies intended to be utilized for unspecified projects and activities of the Community Services Department, under a category called Community Support Fund (2-11-02-770-000).
- 6. The Community and Protective Services Director shall prepare a request for decision for community sponsorship requests to be presented at regular council meeting. The request for decision will include a balance of the Community Support Fund (2-11-02-770-000).

# STRATEGIC PRIORITIES: n/a

ATTACHMENTS: Funding Request (received May 2<sup>nd</sup>, 2016), May 9, 2016 Delegation Package

# **OPTIONS:**

- 1. Approve the funding request submitted by Redcliff Citizens on Patrol in the amount of \$ 3118.00.
- 2. Approve the funding request submitted by Redcliff Citizens on Patrol in the amount of \$ .
- 3. Do not approve the request.

# **RECOMMENDATION:**

Administration is forwarding this request to Council as per Policy 026, and has provided the remaining balance of the Council Initiatives-Community Support Fund.

# SUGGESTED MOTION(S):

- 1. Councillor \_\_\_\_\_\_ moved the request from Redcliff Citizens on Patrol for funding support in the amount of \$3,118.00 be approved. Further that it be funded from the Council Initiatives - Community Support Fund.
- \_\_\_\_ moved to provide funding support to the Redcliff Citizens on Patrol 2. Councillor in the amount of \$ . Further that it be funded from the Council Initiatives -Community Support Fund.

SUBMITTED BY:

Department Head

Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_. 2017.

# **Redcliff Citizens on Patrol**

# <u>Request for Funding</u>—Town of Redcliff Council

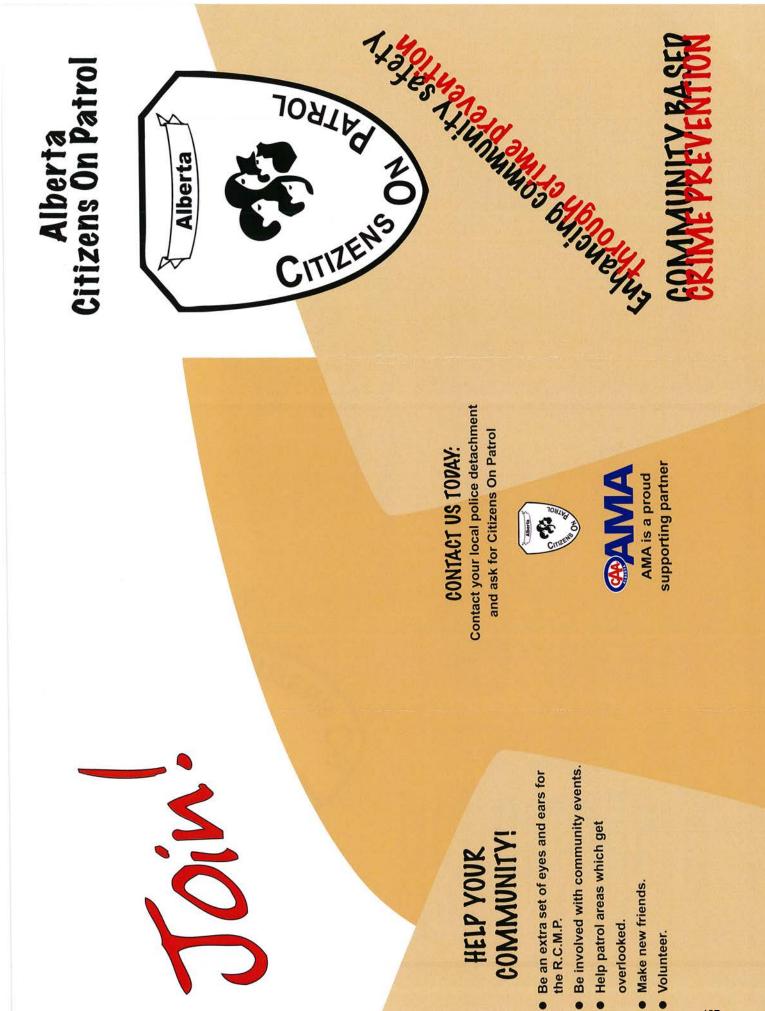
We are applying for funding to continue the operation of our organization. Here is a basic outline of our budget needs for the next 2 years:

Mileage paid to members	\$600.00
Travel and hotel to convention for 2	\$440.00
Convention Dues	\$65.00
Liability Insurance	\$204.00
Disability Insurance	\$423.00
ACOPA Yearly Dues	\$50.00
Recruitment and Promotions	\$200.00
Total Yearly	\$1559.00
X2 years	\$3118.00

Thank you for considering our request for funding.

**El Robertson** 

President, Redcliff Citizens on Patrol



- Crime Prevention
- Community Involvement
- Teamwork

A.C.O.P.A. is to build safer communities by mobilizing citizens throughout Alberta to participate in a community-based crime prevention initiative in enhancing community safety through crime prevention. The mission of In these times, it is imperative that communities become involved in co-operation with their local law enforcement agency.

A.C.O.P.A. Mission Statement



# Working together to make safer communities...

# THE ROLE OF A C.O.P.

where appropriate, to report C.O.P. members act as extra "eyes and ears" for both the such activities to the police. Citizens On Patrol program is to be on the lookout for any suspicious activity, to community and the police agency, which assists in record this activity, and The main goal of the reducing crime.

# REQUIREMENTS

- Concerned about community - 18 years of age safety
  - Pass an R.C.M.P. security check
- Good character

# GOALS OF THE C.O.P. GROUPS

- vehicle, by foot, by bicycle or other community through patrolling by - To provide a presence in the means as required
  - To educate the community about
    - crime prevention
- To increase awareness on
  - crime-related issues

- participation in observing and reporting suspicious events in the community. To increase citizen
- motor vehicles, break and crime such as theft from To reduce incidents of enters, vandalism and impaired driving.
- To assist local police when needed.
- To be actively involved in our community and community events.
- To help make your community safer.

# Redcliff Citizens on Patrol

# **Society Formed**

April 2004

A meeting was held and a group of concerned citizens formed a society and began patrolling.

# Fast forward to last year (2015)

At present have 3 members (This is a building year) 949 kms driven while on patrol 245 hrs on patrol

# **Funding Model**

Our last year of funding from FCSS was 2011(\$1265) we no longer fit the requirements of FCSS.

We were receiving around \$600 per year from Redcliff Support Services from the Golf Tournament, but that ended two years ago.

For the past two years we have been unable to reimburse the members for the mileage on their personal vehicles while on patrol.

# **Budget Needed for Yearly Operation**

ACOPA Dues	\$50.00
Liability Insurance	\$204.00
Convention Dues	\$65.00
Travel and Hotel	\$390.00
Mileages paid for patrol	\$300-\$600
Total	\$1009-\$1309

# AUTO THEFT AWARENESS PROGRAM



# CRIME PREVENTION NOTICE

As part of our commitment to safety and security in our community, the Citizens On Patrol conducted an auto crime risk assessment on your vehicle and the following was found:

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

Location:

- □ Keys left in vehicle
- Garage door opener left in vehicle
- □ Electronics in view (GPS, dash cam, power cords)
- □ Window(s) open
- $\Box$  Steering wheel lock:  $\Box$  in use  $\Box$  not in use
- □ Vehicle equipped with alarm/immobilizer
- Dessessions or cash in view
- □ Registration decal expired
- Registration decal buildup/peeling
- □ Anti-theft device in use good work!
- $\hfill\square$  You've taken care to prevent yourself from

being a victim of auto crime – thank you!

# Comments:

**CAUTION:** For your own protection, please secure your vehicle night and day. Do not store your spare key in your vehicle, and ensure all belongings are removed. Please see the other side of this form for more ways to protect yourself from becoming a victim of auto crime.

ISSUED BY:

GROUP/ID









# AUTO THEFT AWARENESS PROGRAM



# IF YOU SEE SUSPICIOUS ACTIVITY/PERSONS OR ANY AUTO CRIME IN PROGRESS, PLEASE CALL 911 IMMEDIATELY.

IF YOU ARE A VICTIM OF AUTO CRIME, PLEASE contact your local RCMP detachment.

# Look before you leave

Next time you park, look inside your vehicle and see what tempting items you may have left in plain sight:

- Loose change/cash, wallets, I.D.
- Shopping/sport bag and equipment
- CDs, sunglasses and/or other valuables
- iPods, stereo faceplate, MP3 players and accessories
- Keys, garage door opener
- Coats and blankets

If these items are easily seen within your vehicle, then you may be a target for auto crime.

### Auto crime costs you money

Think of the time it takes to make a claim and repair damage... think of the insurance deductible and premium costs... there are better ways to spend your time and money.

# Parking tips

Closing your windows and locking your doors is the first step to prevention:

- Purchase and install an anti-theft device. Advertise your use of the device with a decal on your window.
- Remove all items, including garage door opener, spare keys, insurance and registration papers, from the vehicle prior to leaving it unattended leave nothing in sight.
- Place an All Valuables Removed placard in your window to tell would-be thieves you have nothing of value in your vehicle. Get your free placard at any AMA centre.
- Purchase a steering wheel lock from your local AMA centre.
- Lock glove compartments and consoles.

You can never be too careful when it comes to protecting the things you care about. AMA, RCMP, and the Alberta Citizens On Patrol Association want you to feel safe. We work together to educate and reinforce crime prevention strategies so you can help keep you and your family protected.

# **Example of Completed Log Report**

mergency: ish and Wildlife: Report A Poacher:	911 780.427.3574 1.800.642.3800	Operational Cor	Fax:780.423.6543						
MEMBER ON PATROL (N	ame and ID #) John Jones (256)		MEMBER ON PATROL	(Name and ID #) Jim Bradley (292)					
PATROL COMMENCED ( June 10, 2011 – 19:	cuer S	the second second second second second second second second second second second second second second second se	RMINATED (Date and time 2011 – 23:45	)	HOURS 4.75 HRS				
MODE OF TRANSPORTATION Vehicle	VEHICLE PLATE ABC 123	VEHICLE OWNER John Jones	START ODOMETER 54550	END ODOMETER 54685	KILOMETERS 135 KMS				

Note: Each time OCC is called make a note. Total up at end of patrol

'C' - Cell Phone 'l' - In Person 'R' - Radio Total Calls to Dispatch

Assignment:

Patrol within community and rural area. Watch for suspicious activity at construction sites.

Keep an eye out for a Red Toyota - DEF 567 - may be stolen.

TIME	LOCATION	OBSERVATION	'C'	'l'	'R'
19:00	Jr. High School	Young people playing soccer.	_		_
	in the second second	There were six people there.			

TIME	LOCATION	OBSERVATION	'C'	T'	'R'
19:05	Hotel	Two adults sitting behind hotel talking	_		_
		North State			

TIME	LOCATION	OBSERVATION	'C'	T.	'R'
19:10	Construction site of Old Age home	Two men loading used lumber & debris into truck. License Plate ZZY 908 Called licence in for check.	x		-

TIME	LOCATION	OBSERVATION	'C'	47	'R'
19:20	Hotel	Came back to check behind hotel -two adults were gone.			-

TIME	LOCATION	OBSERVATION	<b>'C'</b>	T'	'R'
19:45	Various locations through town.	Everything quiet.			. <del></del>

Don't forget to number your pages.

Page with signatures is always last page



Come Join Us!

# . . . . . . . . . . . . . . . . . .

- Volunteers Wanted for
   Community Based Crime Prevention!
- Are you an adult who is concerned about
   your community's safety and security?

**Alberta Citizens On Patrol Association** 

- \* Crime Prevention
- \* Community Involvement
- \* Teamwork

(requires free R.C.M.P. security check and valid drivers licence)

# **Contact Us**

The mission of A.C.O.P.A. is to build safer communities by mobilizing citizens throughout Alberta to participate in a community based crime prevention initiative in co-operation with their local law enforcement agency.

AMA is a proud supporting partner

www.acopa.ca

# Memo

To:	Town Council and Municipal Manager
From:	James Johansen, Director of Planning & Development
Date:	May 8, 2017
Re:	Off-site Levies Policy

#### BACKGROUND:

Policy 130 – Offsite Levies was approved by Council on September 12, 2016. Since the policy was approved several issues with the policy have been identified. The Draft of a revised policy is attached for Council review.

#### DISCUSSION

At the April 10, 2017 Regular Council meeting, the following motions were made and carried:

2017-0134	Councillor Leipert moved that Administration update the current off-site levies policy to change credits for existing developments to deferral payments Carried.
2017-0135	Councillor Crozier moved that Administration amend Policy 130, Off-site Levies Policy to add a deferral of payments for parcels that are only being partially developed Carried.

Thus, the main changes to the policy are summarized as follows:

- The Policy now reflects that all properties were assessed off-site levies with the passage of the bylaw. The % of the levies paid in each category of levy will be tracked for each property. If the Town grants an exemption from payment it is only a deferral of the payment of the full levy.
- 2. A clause was added that states that if 5% or less of a levy will be remaining to be paid in any category the levy will be charged so that no levy is remaining to be paid. This is largely a housekeeping function to require full payment of the levies if only a small portion remains to be paid. The question for Council is if 5% is the correct/desired threshold.
- 3. Deferrals have been added for the development of large parcels with only a small percentage of development. Administration examined existing residential and industrial development and found that least percentage of site coverage for a developed residential parcel in the Town was approximately 12% and for an industrial parcel it is 2%. As these are the extreme end of the scale the average site coverage of parcels with the lowest 5% site coverage was found, 16% for residential and 7% for industrial. Administration has suggested in the policy of using 15% for residential and 7% for industrial for the Minimum Site Coverage Threshold. The question for Council is if these percentages are what the Town should use. It is noted that the smaller the percentage of site coverage used to calculate the off-site levies the larger the percentage of off-site levies will be collected.

 $Area off - site levies calculated for = \frac{Footprint of Development}{Minimum Site Coverage Threshold}$ 

4. Explicit calculations of the off-site levies have been added.

Approved by Council – xxxx, 2017 September 12, 2016

# **Off-site Levies Policy**

#### 1 Background

The Town of Redcliff adopted the Off-site Levies bylaw 1829/2016.

The Town has established Off-site Levies Reserve Funds for transportation, water, sanitary sewer and storm as outlined in the Municipal Government Act (MGA).

#### 2 Policy

## 2.1 Assessment

Water, sanitary, storm and transportation Off-site levies were assessed on all properties in the Town with the passing of bylaw 1829/2016. The requirement to pay off-site levies is triggered by the are incurred upon approval of a subdivision or development by the Town. Full payment is required upon occurrence of a trigger event, unless there is an exemption or the Town agrees to a deferral of the payment of the off-site levies.

#### 2.2 Exemptions

There are two types of exemptions, Legislative and Town. Legislative exemptions are listed in the MGA. Town Exemptions are listed in this policy.

#### 2.2.1 Legislative Exemptions

Municipal Government Act, Section 648

- (4) An off-site Levy imposed under this section or the former Act may be collected once for each purpose described in subsection (2), in respect of land that is the subject of a development or subdivision, if
  - (a) the purpose of the off-site Levy is authorized in the bylaw referred to in subsection (1), and
  - (b) the collection of the off-site Levy for the purpose authorized in the bylaw is specified in the agreement referred to in subsection (1).

#### **Guiding Principle**

If a parcel of land was previously subdivided or developed, and Off-site Levies or equivalent to Offsite Levies for a certain infrastructure type (i.e. water) was paid on that entire parcel, then any new subdivision or development on the parcel is exempt from any future assessment and payment of an offsite Levy of the same type. Any specific Off-site Levies or equivalent to Offsite Levies that were not paid are still eligible for payment triggered by a future subdivision or development.

- (7) Where after March 1, 1978 and before January 1, 2004 a fee or other charge was imposed on a developer by a municipality pursuant to a development agreement entered into by the developer and the municipality for the purpose described in subsection (2)(c.1), that fee or charge is deemed
  - (a) to have been imposed pursuant to a bylaw under this section, and

- (b) to have been validly imposed, and collected
- (c) effective from the date the fee or charge was imposed.

RSA 2000 cM-26 s648;2003 c43 s3;2015 c8 s67

#### 2.2.2 Town Exemptions

The MGA is very general in its description of Development and Subdivision. Many types of development either do not add to, minimally add to, or create no demand on the Town's infrastructure and would therefore be unfairly assed off-site levies without exemptions. <u>Town exempting these from pay off-site</u> levies or partially paying off-site levies at the time of <u>subdivision or development allowsTown exemptions</u> allow for these developments and subdivisions to proceed and encourage economic activity in the Town.

## **Guiding Principle**

If a development or subdivision is likely not to increase the servicing demands on the roads, and/or water, and/or sanitary, and/or storm management off-site infrastructure then the development or subdivision may reasonably be exempt from offsite levies and thresholds be set for these exemptions.

Town exemptions do not exempt a property from never paying off-site levies but a defer the payment of off-site levies to a time when the purpose of the subdivision or scale of development will create demands on the Town's infrastructure close to the assessed full value of the off-site levies. Town exemptions can also be used by the Town to encourage redevelopment in the Town.

Town exemptions/deferrals are grouped into three basic categories:

- There is no need to collect any off-site levies as the subdivision or development does not create any new demands on the Town's systems.
- There is an existing development on the land and it is reasonable to defer payment of off-site levies on the existing development.
- The proposed development only use a portion of the land when compared to typical development of similar types in the Town.

Town partial exemptions/ deferrals will not be applied if there will be less than 5% of the Levies in a particular category left to be paid.

## 2.2.2.1 Full Deferral of Collection of Off-site Levies

Exemption Deferral / Exemption Deferral Threshold	Rationale
Excavation or Stockpile	Excavation and stockpiles do not typically require the infrastructure that off-site levies are taken for.
Subdivision of lands to expedite further subdivision and development	Allows large blocks of land to be subdivided to facilitate further subdivision and development without the burden

Exemption Deferral / Exemption Deferral Threshold	Rationale
of the lands. Smallest subdivided parcel size is 4 ha (9.88 acres)	of off-site levies. This kind of subdivision does not increase the demand on off-site levy infrastructure. The minimum parcel size threshold is established to help guide application of this exemption.
Subdivision to facilitate consolidation of land.	Allows land to be subdivided so that one of the two parcels created can be consolidated into an adjoining parcel.
Subdivision of land for the purposes of dedicating a road widening or municipal reserve or public utility lot to the Town.	As the purpose of the subdivision of the land is to provide the Town with land required to deliver Town services and programs it is reasonable not to require the collection of off-site levies.
Temporary Development / Land Uses – Less than 1 year cumulative.	A use that is temporary in nature will only have a temporary impact on off-site levies infrastructure. The timeframe threshold ensures that a temporary use is not extended to permanent use. (i.e. temporary for the first year and then temporary for a second year is no longer considered a temporary use.)
Demolition or Removing of a Structure	Demolition or removal of structures does not increase the use of infrastructure.
Ancillary Building & Improvements	Allows for various residential, commercial and industrial development applications that do not create any additional demands on off-site levy infrastructure. Examples of ancillary improvements are, fences, retaining walls, berms, signs, garden sheds, residential garages, residential decks, etc.
Building Alterations	Allows for alterations of existing buildings that do not change the floor area or the use, as they do not create any additional demands on off-site levy infrastructure.
Building Additions less than 25% of the original building floor area.	Allows for small additions to buildings where there is no change in the use of the building as the increase in demand on the off-site levy infrastructure is minimal. Where successive building additions are done the cumulative increase in the building floor area must be less than 25%.

Deferal / Deferal Threshold	Rationale
Building Additions less than 25% of the original building floor area shall have the full amount of the levy deferred.	Allows for small additions to buildings where there is no change in the use of the building as the increase in demand on the off-site levy infrastructure is minimal.
	Where successive building additions are done the cumulative when the 25% threshold is exceeded the

	off-site levies will be charged as a building exceeding 25% of the original building including all additions from the original building
Building Additions more than 25% of	Where a structure already exists and is serviced it is
the original building floor area shall	not reasonable to charge off-site levies on the existing
be <u>charged the full amount of the</u>	serviced capacity. However it is logical to charge the
<u>levy</u> .assessed only for the increase	off-site levies on the increase in servicing the Town is
in the building floor area.	required to provide.

# 2.2.2.2 Partial Deferral of Off-site Levies for Existing Development

Exemption Deferral / Exemption Deferral Threshold	Rationale
Replacement of a Structure within 1 year of demolition or destruction of the prior structure. Levies shall be calculated as if the structure is existing.	Allows for the replacement of a structure with a new structure of the same use on the same property. An increase in the size of a replacement structure is governed under the rules for building additions. The timeframe is intended to encourage the replacement of the structure in a timely manner.
Replacement of a Structure greater than 1 year from the demolition or destruction of the prior structure. Levies shall be calculated as if the structure is existing with the exception that any increase in the size of the structure shall be charged a Levy.	It is reasonable that properties that have been serviced in the past but are no longer using the Town's infrastructure due to the demolition or destruction of prior serviced structures be given a partial exemption equal to the demand placed on the Town's infrastructure prior to demolition. In this case any increase in the size of the structure is not eligible for an exemption.
Change of use where the increase in demand created by the change in use is less than 25% of the original demand shall have the full amount of the levy deferred.	Allows for changes in use that does not substantially increase the demand on the off-site levy infrastructure. Where successive changes in use are done, if the increase demand from the original use exceeds the 25% threshold the off-site levies will be charged as a change in use with demand exceeding 25% of the original demand.
Change of use <u>where the increase in</u> <u>demand created by the change in</u> <u>use is more than 25% of the original</u> <u>demand shall be charged the full</u> <u>amount of the levy for the increase in</u> <u>demand.of a parcel will be assed off- site levies on the increase in demand created by the change in use. The existing demand is exempt from assessment of off-site levies.</u>	Where a use is already approved it is not reasonable to charge off-site levies on the existing serviced capacity. However it is logical to charge the off-site levies on the increase in servicing the Town is required to provide. When an existing use is changed to a use that has a higher demand on the Town's infrastructure, charging off-site levies on the increased demand make sense as the property has already been contributing to the existing services.

Change of use of a parcel to comply with the Municipal Development Plan, Land Use Bylaw, Area Structure Plan or Area Redevelopment Plan shall be given a <u>deferral of</u> 25% <u>discount</u> on off-site levies after the increased demand on the Town's infrastructure is calculated <u>due to the intensification</u> <u>of the use</u> .	Planning documents adopted by Council, especially in the case of redevelopment plans create situations where it is in the interest of the Town to encourage the redevelopment of properties. Granting a <u>discount deferral</u> on the off-site levies for a parcels use to be changed to conform with Town planning documents, gives property owners an incentive to redevelop to be consistent with planning <u>documents adopted by Council.</u> -
Subdivision of lands to expedite further subdivision and development of the lands. Smallest subdivided parcel size is 4 ha (9.88 acres)	Allows large blocks of land to be subdivided to facilitate further subdivision and development without the burden of off-site levies. This kind of subdivision does not increase the demand on off-site levy infrastructure. The minimum parcel size threshold is established to help guide application of this exemption.
Intensification of activities on a parcel where the increase in demand created by the intensification is less than 25% of the original demand shall have the full amount of the levy deferred.Intensified Land Development	Allows for intensification of the activities on a site that does not require additions to or new buildings (processing / production facilities, storage etc.) where is not a substantially increase the demand on the off- site levy infrastructure. Where successive intensification in activities occur, if the increase demand from the original use exceeds the 25% threshold the off-site levies will be charged as an Intensification of Land Development with demand exceeding 25% of the original demand.Non-building site development use (processing / production facilities, storage etc.) can be altered and/or increased by a threshold of 25% before offsite levies are assessed, so long as the use of the site is not changed. Cumulative increased site use in excess of the 25% will result in the assessment of Off-Site levies.
Intensification of activities on a parcel where the increase in demand created by the change in intensification of activities is more than 25% of the original demand shall be charged the full amount of the levy for the increase in demand.	Where a level of activities on a parcel is already approved it is not reasonable to charge off-site levies on the existing serviced capacity. However it is logical to charge the off-site levies on the increase in servicing the Town is required to provide.

	vies for very large pareers with small development
Exemption / Exemption Threshold	Rationale
Partial development of a residential lot. The off-site levy payable will be calculated on the area of	The least percentage of site coverage of a developed residential lot in the Town is approximately 12%.
development divided by 15%. Any levies not paid will be due and payable at the next trigger event.	The 5% of developed residential lots with the least percentage of site coverage has an average site coverage of approximately 16%.
	Where a residential development is being placed on a lot where the area of development is much smaller than the area of the lot the development will not use the full amount of Town services apportioned in the off-site levies to that land. As such it is reasonable to allow deferral of some of the off-site levies until another trigger event.
Partial development of an industrial / commercial lot. The off-site levy payable will be calculated on the	The least percentage of site coverage of a developed industrial / commercial lot in the Town is approximately 2%.
area of development divided by 7%. Any levies not paid will be due and payable at the next trigger event.	The 5% of developed industrial / commercial lots with the least percentage of site coverage has an average site coverage of approximately 7%.
	Where an industrial / commercial development is being placed on a lot where the area of development is much smaller than the area of the lot the development will not use the full amount of Town services apportioned in the off-site levies to that land. As such it is reasonable to allow deferral of some of the off-site levies until another trigger event.

# 2.2.2.3 Partial Deferral of Off-site Levies for very large parcels with small development

# 2.3 Value of Off-site Levies

The value of off-site levies is calculated at the time of payment not at the time of the trigger event. If the off-site levies rate changes in the time between approval of the subdivision or development the value of the levies will be calculated on the most current rates.

## 2.32.4 Calculation of Off-site Levies

Once it has been determined that no exemption or only a partial exemption to the payment of the Off-site Levies the value of the Levies will be calculated <u>in accordance with this policy</u> as follows.

- In an effort to emphasize transparency, The Levies amount will be calculated for each type of Off-Site Levies infrastructure,
- The Levies will be assessed on the net developable area to be developed at the full rate for the applicable off-site area.
- The value of a partial exemption will be calculated.
- Levies will be reduced by the amount of the partial exemption.
- The levies will be summed for the total Off-site Levies.
- A copy of the calculations will be provided to the Developer.

# 2.42.5 Payment of Off-site Levies

Except as outlined in this Policy, Offsite Levies are due and payable prior to:

- The release of a Development Permit by the Town,
- The endorsement of the Plan of Subdivision by the Town,

## 2.4.12.5.1 Deferment of Payment of Off-site Levies

Payment of Off-site Levies may be deferred by a developer under the following conditions:

- Total Levies to be collected are greater than \$750,000 including any offsetting amounts for off-site Levies Infrastructure to be installed by the Developer.
- Security for the total value of the Levies in the form of an Irrevocable Letter of Credit is provided to the Town by the Developer.
- The Developer entering into a Deferral Agreement with the Town which will contain the following clauses:
  - Developer acknowledging that Off-site Levies assessments are recalculated yearly and that the Developer is responsible to pay the Off-site Levies in the year the payment is made. This includes incremental payments.
  - Early payment of the Off-site Levies is allowed without penalty.
  - Maximum Deferment period is a maximum of two (2) years and the Levies are to be paid to the Town in installments as follows:
    - 25% down payment
    - 50% at the 1<sup>st</sup> year anniversary
    - Remainder at the 2<sup>nd</sup> year anniversary.

 Security Held will be released so that the Town only retains security in the amount of the unpaid Off-site Levies.

# **Guiding Principle**

Developers that pay for the construction of off-site levy infrastructure as part of their development should not be required to also pay the levy for that category of infrastructure up to the cost of infrastructure's cost of construction.

# 2.52.6 Offsetting Credits

Where a Developer is required to install Off-site Levies infrastructure as part of their development the Developer may claim a credit towards the Off-site Levies payable by the developer subject to the following:

- The offsetting credit can only be applied against the same category of Off-site Levies infrastructure. (i.e. water to water, sanitary to sanitary, etc.)
- The credit will be based upon:

## **Guiding Principle**

Developers that pay for the construction of off-site levy infrastructure as part of their development should not be required to also pay the levy for that category of infrastructure up to the cost of infrastructure's cost of construction.

- Initially, a Town approved professionally prepared estimate of the costs of the Off-site Levies infrastructure to be installed, and
- Adjusted after construction to the actual costs of the Off-site Levies infrastructure installed approved by the Town. It is the responsibility of the Developer to:
  - Ensure that the actual construction costs are clearly identified separately from the rest of the projects costs.
  - Any change orders that impact the cost of the Off-site Levies infrastructure must be approved in writing by the Town to be eligible for an Offset Credit.

# 2.62.7 Disbursement of Off-site Levies Reserve Funds

Funds in the Off-site Levies Reserve Funds will be disbursed once a project has been completed. There are three different scenarios under which of Off-site Levies funds will be disbursed:

- Town project
- Developer project in the Town's 5 year capital plan
- Developer project not in the Town's 5 year capital plan.

## 2.6.12.7.1 Annual Reserve Fund Priorities

The Town will annually develop a financial plan that outlines anticipated:

- Off-site Levies receipts,
- Off-site Levies project costs,
- Balances owing to Developer's for Off-site Levies infrastructure,
- Off-site Levies Reserve Funds balances,
- Payment of balances owing for Off-site Levies projects, Payments shall be made on the following priority basis:
  - Small balances (under \$10,000) will be paid out first to optimize efficient administration,
  - The oldest projects will be paid out next (i.e. 2015 projects paid out before 2016 projects),
  - Developer projects will be paid out before Town projects.

Projects in the same year will be paid out on a pro-rated basis. (i.e. Party A is owed \$100,000, Party B is owed \$200,000 and there is \$60,000 available for repayment then Party A would receive \$20,000 and Party B would receive \$40,000).

## 2.6.22.7.2 Town Project

Town projects are Off-site Levies projects that are undertaken by the Town through their capital projects plan.

Where there is sufficient money in the Off-site Levies Reserve Fund for the category of infrastructure to be built the Off-site Levies Reserve Fund may be used to pay for the project costs directly as the project proceeds (i.e. for progress payments). Where there is insufficient monies in the Off-Site Levies Reserve Fund the Town shall front end the costs of the Off-site Levies infrastructure and may recover the monies once they become available in the Off-site Levies Reserve Fund for the Category of infrastructure built.

## **2.6.3**2.7.3 Developer project in the Town's 5 year capital plan

Developer projects in the Town's 5 year capital plan are Off-site Levies projects that are undertaken by the Developer as the improvements are required to support their current development.

Off-site Levies Reserve Funds will be disbursed to the Developer:

- When there are sufficient monies in the Off-site Levies Reserve Fund for the category of infrastructure to be built, and
- Once the Town issues (following the Town's standard procedures) a Construction Completion Certificate (CCC) for the project. The Developer's warranty and maintenance obligations with respect to the Off-site Levies infrastructure installed remain as per the Service or Development agreement between the Developer and the Town,

Warranty and maintenance obligations are not eligible for reimbursement from the Off-site Levies funds.

#### **<u>2.6.42.7.4</u>** Developer project not in the Town's 5 year capital plan.

Developer projects not in the Town's 5 year capital plan are Off-site Levies project that are undertaken by the Developer as the improvements are required to support their current development, however the project is not included in the Town's 5 year capital plan. Off-site Levies funds will be disbursed to the Developer once the following conditions have been met:

- There are sufficient monies in the Off-site Levies Reserve Fund for the category of infrastructure to be built, and
- The project is placed on the Town's 5 year capital plan,
- Town issues a Final Acceptance Certificate (FAC) for the project.

#### 2.6.52.7.5 Interest on unpaid Balance

Where the Town or a Developer constructs Off-site Levies infrastructure and there is insufficient money in the Off-site Levies Reserve Fund for the category of infrastructure interest accrues from:

- Town project, issuance of a final completion certificate to the contractor,
- Developer project in the Town's 5 year capital plan, upon the Town issuing a Construction Completion Certificate (CCC)
- Developer project not in the Town's 5 year capital plan upon:
  - Council approving a 5 year capital plan with the project on it, and
  - The Town issuing a Final Acceptance Certificate (FAC).

Interest will be credited to the developer annually and at the time of final payment.

#### TOWN OF REDCLIFF

#### **REQUEST FOR DECISION**

DATE:	May 8, 2017
PROPOSED BY:	Director of Planning & Engineering
TOPIC:	Infrastructure Capacity Fee Policy
PROPOSAL:	Cancel Policy 100

## **BACKGROUND:**

The Off-site Levy Bylaw was passed by Council on September 12, 2017. The Off-site Levy Bylaw largely replaces the Infrastructure Capacity Fee (ICF) policy.

There are several properties that have an obligation to pay infrastructure capacity fees but these obligations are by means of a service agreement or a condition of subdivision. In addition there are some funds in the infrastructure capacity fee accounts that cannot be transferred to the off-site levies reserves as the projects they are assigned to are not off-site levies projects.

Administration has reviewed Policy 100, Infrastructure Capacity Fee Policy and notes that its primary emphasis is on the collection of ICF monies.

As the Policy is still active the Town could require developers to pay both the off-site levies and the infrastructure capacity fee upon subdivision of land. This is viewed by Administration as potentially onerous for prospective developers. Not charging the infrastructure capacity fee is not at the discretion of Administration. The Infrastructure Capacity Fee Policy grants the subdivision approval authority discretion over whether to charge the fee or not.

## POLICY/LEGISLATION:

The MGA section 648 RSA 2000 cM-26 s649;2015 c8 s68

Bylaw 1829 Off-site Levy Bylaw

Policy 130 Off-site Levies Policy

## STRATEGIC PRIORITIES:

While the updating of policies is not specifically addressed as a strategic priority, cancelling a policy that could create internal and external confusion and conflicts with newer bylaws and policy's should always be considered a priority

## **ATTACHMENTS:**

Policy 100 - Infrastructure Capacity Fee Policy

#### **OPTIONS:**

- 1. That Council cancel Policy 100 Infrastructure Capacity Fee Policy.
- 2. That Council decline to cancel Policy 100 Infrastructure Capacity Fee Policy.

# **RECOMMENDATION:**

Option 1

# SUGGESTED MOTION(S):

1.	Councillor Policy be cancelle	d.	moved Policy 10	00 - Infrastructure Capac	city Fee
2.	Councillor		moved that Adm	ninistration :	
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รเ	JBMITTED BY:	In the		AS	
		Department Head		Municipal Manager	
AF	PROVED / REJEC	TED BY COUNCIL TH	IIS DAY OF	ř	_AD. 2017.

#### Approved by Council: May 14, 2012

#### INFRASTRUCTURE CAPACITY FEE POLICY

#### BACKGROUND

The Town of Redcliff has reviewed and discussed implementing a fee for the purpose of recovering the Town's costs for main infrastructure that has already been constructed by the Town (i.e. sanitary sewer trunk lines, water treatment plant, etc.). Upon reviewing the possibility of an Off-Site Levy Bylaw, Council felt that this was not an acceptable solution as an off-site levy can only be charged for future infrastructure expansions. After many discussions at the Committee and Council levels, in a motion dated May 25, 2004 Council approved an infrastructure capacity fee to cover future infrastructure costs and/or potential costly upgrades to the existing infrastructure. A fee of \$8,000.00 per acre was established.

In 2006/2007, in preparation for development of the Eastside area, it was recognized that development costs would be substantially higher and the existing infrastructure capacity fee would not be adequate. Therefore it was deemed appropriate to create a tiered fee structure, one for the existing infill areas and one for the Eastside Area. Additionally, other areas of future development (Northside, Northwest, River Terrace) were also recognized as needing to be included. However, development costs estimates are unknown and thus it was consensus that these areas be considered at a future time upon completion of functional service reports and either costing estimates or actual costs. Another Area, Westside North has now been completed and actual costs are available to be used. A map is attached identifying these areas.

The purpose of this policy is to establish a fee (Infrastructure Capacity Fee) to cover future infrastructure costs and/or potential costly upgrades to the existing infrastructure as it relates to the existing infill areas, Westside North, and the Eastside area.

## POLICY

The Infrastructure Capacity Fees are established as follows:

#### Infill / Existing Development Areas

• \$8,000.00/acre (\$19,768.00 per hectare)

#### Eastside Area

• \$31,782/acre (\$78,503/hectare)

#### Westside North Area

- Area A \$23,796/acre (\$58,801/hectare)
- Area B \$39,635/acre (\$97,938/hectare)

NOTE: The numbers for Westside North reflect actual costs; however, depending on the nature of a proposed development Council may consider negotiating the fees.

(Attached is an outline summarizing how both the Eastside Area and Westside North Area Infrastructure Capacity Fees were determined.)

The Infrastructure Capacity Fee shall apply to all subdivisions where additional lots are created, and as a result, it is deemed by the Subdivision Approving Authority that there is a potential for increased density and/or demand on the existing infrastructure.

The Infrastructure Capacity Fee 'may' be recommended waived by the Redcliff Planning Board in their recommendation to the Subdivision Approving Authority, if there is no potential for increased density and/or demand on the existing infrastructure.

The Infrastructure Capacity Fee shall be an integral part of the service agreement. In the event that a service agreement is not required as a condition for a particular subdivision, the Redcliff Planning Board may recommend an Infrastructure Capacity Fee as a condition of the subdivision approval.

The infrastructure capacity fee is separate from, and in addition to, the direct costs associated with the installation of new or the extension of existing utilities within the subdivision boundary.

(Note: see Excel for spreadsheet calculations)

# POLICY NO. 100 (2012)

Schedule A - "East-Side" - Infrastructure Capacity Fee Policy (Incl. June 18/09 RPB modifications.)									
Water	Gross Cost Est	Reductions	Grant Est.	Net Cost	% Attributed to Eastside	Eastside Total	Eastside Acreage	Cost/ac	Cost/ha
Treatment Plant	\$ 15,000,000	\$ 3,000,000	\$ 6,450,000	\$ 5,550,000	46.5%	\$ 2,577,999	562.4	\$ 4,584	\$ 11,322
9th Ave Trunk	\$ 1,500,000	\$-	\$	\$ 1,500,000	60.0%	\$ 900,000	562.4	\$ 1,600	\$ 3,953
5th Ave	\$ 800,000	\$-	\$	\$ 800,000	100.0%	\$ 800,000	562.4	\$ 1,422	\$ 3,513
Mitchell St.	\$ 1,000,000	\$-	\$	\$ 1,000,000	65.0%	\$ 650,000	562.4	\$ 1,156	\$ 2,855
Saamis Dr.	\$ 1,500,000	\$-	\$	\$ 1,500,000	100.0%	\$ 1,500,000	562.4	\$ 2,667	\$ 6,588
Total Water	\$ 19,800,000	\$ 3,000,000	\$ 6,450,000	\$ 10,350,000		\$ 6,427,999		\$ 11,429	\$ 28,230
Sanitary	Gross Cost Est	Reductions	Grant Est.	Total Cost	% Attributed to Eastside	Eastside Total	Eastside Acreage	Cost/ac	Cost/ha
Saamis Drive (Existing)	\$ 1,000,000	\$	\$	\$ 1,000,000	56.4%	\$ 564,485	562.4	\$ 1,004	\$ 2,479
9th Ave Trunk (Upgrade)	\$ 1,500,000	\$-	\$	\$ 1,500,000	78.9%	\$ 1,183,882	562.4	\$ 2,105	\$ 5,199
Main Trunk (East of Boundary)	\$ 4,000,000	\$-	\$	\$ 4,000,000	46.5%	\$ 1,858,017	562.4	\$ 3,304	\$ 8,160
Total Sanitary	\$ 6,500,000	\$-	\$-	\$ 6,500,000		\$ 3,606,385		\$ 6,412	\$ 15,838

Storm	Gross Cost Est	Reductions	Grant Est.	Total Cost	% Attributed to Eastside	Eastside Total	Eastside Acreage	Cost/ac	Cost/ha
Forcemain to pond @ GC	\$ 700,000	\$	\$	\$ 700,000	100.0%	\$ 700,000	562.4	\$ 1,245	\$ 3,074
Irrigation Ponds @ GC	\$ 1,300,000	\$ -	\$ -	\$ 1,300,000	100.0%	\$ 1,300,000	562.4	\$ 2,311	\$ 5,709
9th Ave Outfall	\$ 1,000,000	\$ 500,000	\$	\$ 500,000	100.0%	\$ 500,000	562.4	\$ 889	\$ 2,196
Sorm Pond Interconnections (3)	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000	100.0%	\$ 1,200,000	562.4	\$ 2,134	\$ 5,270
Storm Master Drainage Plan	\$ 120,675	\$ 30,000		\$ 90,675	100.0%	\$ 90,675	562.4	\$ 161	\$ 398
Lift Stations (2)	\$ 1,000,000	\$ -	\$	\$ 1,000,000	100.0%	\$ 1,000,000	562.4	\$ 1,778	\$ 4,392
Total Storm	\$ 5,320,675	\$ 530,000	\$	\$ 4,790,675		\$ 4,790,675		\$ 8,518	\$ 21,039
Roads	Gross Cost Est	Reductions	Grant Est.	Total Cost	% Attributed to Eastside	Eastside Total	Eastside Acreage	Cost/ac	Cost/ha
9th Ave	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000	65.0%	\$ 1,300,000	562.4	\$ 2,311	\$ 5,709
5th Ave	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	75.0%	\$ 750,000	562.4	\$ 1,334	\$ 3,294
5th Ave Signals	\$ 250,000	\$ -	\$ -	\$ 250,000	75.0%	\$ 187,500	562.4	\$ 333	\$ 823
9th Ave Signals	\$ 250,000	\$ -	\$ -	\$ 250,000	65.0%	\$ 162,500	562.4	\$ 289	\$ 714
Saamis (5th to 9th)	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000	65.0%	\$ 650,000	562.4	\$ 1,156	\$ 2,855
Total Roads	\$ 4,500,000	\$ -	\$ -	\$ 4,500,000		\$ 3,050,000		\$ 5,423	\$ 13,395

Summary of Total Easts	side Offsite Cost	S							
	Gross Cost Est	Reductions	Grant Est.	Total Cost		tside otal	Eastside Acreage	Cost/ac	Cost/ha
Water	\$ 19,800,000	\$ 3,000,000	\$ 6,450,000	\$ 10,350,000	6,42	\$ 7,999	562.4	\$ 11,429	\$ 28,230
Sanitary	\$ 6,500,000	\$ -	\$ -	\$ 6,500,000	3,600	\$ 6,385	562.4	\$ 6,412	\$ 15,838
Storm	\$ 5,320,675	\$ 530,000	\$ -	\$ 4,790,675	4,79	\$ 0,675	562.4	\$ 8,518	\$ 21,039
Roads	\$ 4,500,000	\$ -	\$ -	\$ 4,500,000	3,050	\$ D,000	562.4	\$ 5,423	\$ 13,395
Total	\$ 36,120,675	\$ 3,530,000	\$ 6,450,000	\$ 26,140,675	17,87	\$ 5,058		\$ 31,782	\$ 78,503

(A) Land Area Calculations					
	Hectares	Acres	Total	Percentage	
East-Side	227.7	562.4	1210.8	46.5%	
River Terrace (a)	30.4	75.1	1210.8	6.2%	
River Terrace (b)	30.4	75.1	1210.8	6.2%	
Infill (In main townside)	12.1	29.9	1210.8	2.5%	
North-side Industrial	163.3	403.4	1210.8	33.3%	
North West (Annexation area)	26.3	65.0	1210.8	5.4%	
Total	490.2	1210.8	1210.8	100.0%	

(B) Land Area Calculations (Re: 9th Ave Trunk Upgrade if/when Req'd)				
	Hectares	Acres	Total	Percentage
East-Side	227.7	562.4	712.6	78.9%
River Terrace	60.8	150.2	712.6	21.1%
Total	288.5	712.6	712.6	100.0%

(C) Land Area Calculations (Affecting Saamis San. Sewer Line)				
	Hectares	Acres	Total	Percentage
East-Side (Partial)	147.5	364.3	645.4	56.4%
NW / NE / SW Hort.	113.8	281.1	645.4	43.6%
Total	261.3	645.4	645.4	100.0%

#### Westside North Lots - Infrastructure Capacity Fee

Westshille North	n Lots - milastructure	e oupdoity i ce							
								Infrastructure	Capacity Fee
	Construction	Construction	Construction	Construction	Construction	Engineering	Engineering	<b>Construction &amp; Engineering</b>	<b>Construction &amp; Engineering</b>
ltem	(Subdivision Total)	Area A (West)	Area B (East)	Proportion - Area A	Proportion - Area B	Area A	Area B	West Lot - Area A	East Lot - Area B
Storm	\$410,876.70	\$17,325.59	\$21,450.42	0.0422	0.0522	\$1,936.09	\$2,397.03	\$19,261.68	\$23,847.45
Sanitary	\$199,099.43	\$4,968.89	\$5,199.74	0.0250	0.0261	\$1,145.88	\$1,199.12	\$6,114.77	\$6,398.85
SLS & FM	\$225,290.80	\$25,018.26	\$13,458.10	0.1110	0.0597	\$5,098.74	\$2,742.77	\$30,117.00	\$16,200.87
Water	\$230,216.48	\$8,808.30	\$6,972.58	0.0383	0.0303	\$1,756.73	\$1,390.62	\$10,565.03	\$8,363.20
SCG	\$264,576.50	\$15,446.25	\$11,189.82	0.0584	0.0423	\$2,680.53	\$1,941.88	\$18,126.78	\$13,131.69
Paved Area	\$848,802.39	\$74,012.93	\$56,136.08	0.0872	0.0661	\$4,003.60	\$3,036.58	\$78,016.53	\$59,172.66
Sub-Total	\$2,178,862.30	\$145,580.21	\$114,406.73	0.3620	0.2768	\$16,621.58	\$12,708.00	\$162,201.79	\$127,114.73
Street Lights	\$58,828.00	\$3,027.91	\$2,162.79	N/A	N/A	N/A	N/A	\$3,027.91	\$2,162.79
2428							Total	\$165,229.70	\$129,277.52
							Lot Area (ha)	2.81	1.32
							I.C.F. per ha	\$58,800.61	\$97,937.52
							I.C.F. per ac	\$23,796.28	\$39,634.77

#### Subdivision Engineering Fees By Year:

Subdivision Costruction Costs:

Year	Engineering Fees	Storm	\$410,876.70 (added \$37,500.00 slope protection)
2001	\$9,067.60	Sanitary	\$199,099.43 (deleted \$51,526.80 forcemain from costs)
2002	\$1,800.06	SLS & FM	\$225,290.80 (added \$51,526.80 forcemain into costs)
2003	\$30,673.02	Water	\$230,216.48
2004	\$162,252.57	SCG	\$264,576.50
2005	\$60,265.50	Paved Area	\$848,802.39 (deleted \$37,500.00 slope protection)
2006	\$2,530.50	Lane/Fence/Pathway	\$118,525.00 (not part of Aasman ICF)
2007	\$5,127.50	Lane/Fence/Pathway Ph. 2	\$160,582.10 (not part of Aasman ICF)
2008	\$889.80	Total =	\$2,457,969.40
2009	\$2,200.00		

Westside North Lots - Share of Engineering Fees = \$29,329.58

Notes:

2010

Total

The following items were excluded from the Infrastructure Capacity Fee assessment on the Westside North lots, as these costs are only attributable to the existing Westside development:

- Legal Surveying & Plans

\$2,481.25

\$277,287.80

- Shallow Utilities (the exception is the Sanitary Lift Station shallow utility services)

- Trails

- Perimeter Chainlink Fence

- Park

- Lot Servicing (Water & Sanitary)

- Lane Construction

- Legal Fees

#### TOWN OF REDCLIFF REQUEST FOR DECISION

DATE:	May 8, 2017
PROPOSED BY:	Manager of Legislative & Land Services
TOPIC:	Policy 009, Selection of Members on Boards and Commissions
PROPOSAL:	To consider revisions to Policy 009, Selection of Members on Boards and Commissions

#### **BACKGROUND:**

This policy is being reviewed as part of the review process outlined in Policy No. 115, Policy and Bylaw Development and Review Policy. This allows for Administration and Council to review policies on a routine basis to ensure policies are kept current with applicable legislation as well as to stay in alignment with the directives of Council.

No revisions are being suggested.

#### **POLICY / LEGISLATION:**

Policy No. 115 Policy and Bylaw Development and Review

#### **STRATEGIC PRIORITIES:**

Policy review is not currently ranked in the Municipality's Strategic Priorities. However, it is an important practice to ensure all policy is consistent and current to relevant federal and provincial government legislation and related regulations, as well as other related Town policy.

#### ATTACHMENTS:

Policy 009, Selection of Members on Boards and Commissions

#### **OPTIONS:**

- 1. To approve Policy 009, Selection of Members on Boards and Commissions Policy as presented.
- 2. To direct Administration to further review Policy 009, Selection of Members on Boards and Commissions Policy and incorporate amendments as suggested for further consideration by Council.
- 3. To cancel Policy 009, Selection of Members on Boards and Commissions.

#### **RECOMMENDATION:**

Option 1

#### SUGGESTED MOTION(S):

1. Councillor \_\_\_\_\_ moved that Policy 009, Selection of Members on Boards and Commissions Policy be approved as presented.

- Councillor \_\_\_\_\_ moved to direct Administration to further review Policy 009, Selection of Members on Boards and Commissions Policy and incorporate amendments as 2. suggested for further consideration by Council.
- Councillor \_\_\_\_\_ moved that Policy 009, Selection of Members on Boards and 3. Commissions be cancelled.

SUBMITTED BY:

Department Head

Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ AD. 2017.

#### Approved by Council – March 26, 2012

#### SELECTION OF MEMBERS ON BOARDS AND COMMISSIONS

#### BACKGROUND

In this policy the term "board" shall refer to either a board or commission created by the Town of Redcliff and whose members are appointed by Redcliff Town Council.

The Town of Redcliff needs to have citizens at large appointed to various boards.

Staff advertises any vacancies on these boards in a newspaper circulating in the Town, message boards, Town website, and through various social media outlets, to secure interested participants.

The policy for being appointed to a Town of Redcliff board shall be as follows:

#### POLICY

To be considered for membership of a Town of Redcliff Board or Commission, the applicant will be required to reside within the community at large, or as directed by the appropriate bylaw or legislation that authorizes the creation of the board or commission.

Staff shall advertise for prospective members of boards and upon receiving applications shall forward said applications to Council for consideration.

Town Council shall:

- a) review applications received for membership on the specific board;
- b) select candidates for or conduct interviews if they deem it necessary in order to arrive at the candidates for appointment to the specific board.

Should Council deem no applicants are acceptable they shall:

- a) direct the Municipal Manager to re-advertise for additional applicants; or
- b) reconsider the number of members on the specific board and adjust the size of any such board, by:
  - i) not appointing members, or
  - ii) amending the applicable Bylaw pertaining to the specific board.

Should the number of applicants exceed the number of vacancies, Council may include and seek input from other current members of the specific Board in the evaluation of particular candidates. They may also ask the Council member of the specific Board to review applications or conduct interviews to narrow the field and make a recommendation to Council for appointment. The final decision for appointment still rests with Council.



CANADA

SENATE

L'honorable Douglas Black, C.R. Sénateur-Alberta

Sénat



The Honourable Douglas Black, Q.C. Senator-Alberta

OTTAWA April 25, 2017

His Worship Mr. Ernie Reimer Mayor, Town of Redcliff PO Box 40 Redcliff, AB TOJ 2P0

Dear Mr. Reimer,

#### **RE: Senate of Canada Contribution Award**

It is important to recognize Albertans who make quiet contributions to our communities.

It is for this reason that I am establishing *"the Senator's Contribution Award"* in recognition of the important contributions made by these fellow citizens who provide meaningful contributions and assist their community making Town of Redcliff a stronger place to live.

I require your assistance. Would you please provide to my office the names of two individuals that would be appropriate recipients of this recognition. The award will consist of a certificate acknowledging and thanking these individual for their valuable contribution to their community. The recipients will be featured on my website and I will be issuing a news release.

I of course will not disclose that the names of the recipients were provided to me by you.

I'm hoping you could provide me the names by May 25, as I will be awarding the Certificates by Canada's 150th birthday on July 1st. This is one of the many ways that I want to recognize and thank people who make Alberta better.



.../2

204, Victoria Building/Édifice Victoria Parliament Buildings/Édifice du Parlement Ottawa, Ontario K1A 0A6 SenatorDougBlack DougBlackAB www.dougblack.ca

Tel.:/ Tél. : 613-996-8757 Fax/Téléc. : 613-996-8862 doug.black@sen.parl.gc.ga Mr. Reimer Town of Redcliff

If you have any questions, please feel free to contact my office at 613-996-8757, toll free at 1-800-267-7362 or by email at doug.black@sen.parl.gc.ca

-2-

Best Regards,

The Honourable Doug Black, Q.C.

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May 1, 2017

Mayor Reimer and Councillors Town of Redcliff PO Box 40 Redcliff, AB TOJ 2P0



Dear Mayor Reimer and Members of Council;

#### Subject: Alberta Recreation and Parks Association and the Government of Alberta Honour Outstanding Work in your Community

The Alberta Recreation and Parks Association (ARPA), alongside the Government of Alberta, are pleased to present a variety of awards that celebrate leadership and excellence in the province's recreation and parks sector.

Award recipients will be honoured in front of 500 delegates at the President's Awards Banquet on Saturday, October 28, 2017, as the concluding event of our annual Conference and Energize Workshop, held at the Fairmont Chateau Lake Louise. We believe this formal recognition inspires Albertans to further outstanding work, and we ask that you consider nominating deserving members of your community for one of the following prestigious awards.

The Lieutenant Governor's Leadership for Active Communities Award program honours the achievements of groups and individuals who are leading their communities to increase citizen participation in active living, recreation, and sport, resulting in healthier people and communities. This year, the program is presenting the Outstanding Community Leader Award, the Community Leader of Tomorrow Award and the Corporate Community Leader Award. The Lieutenant Governor will be in attendance at the President's Awards Banquet to present these three awards.

The Government of Alberta's Recreation Volunteer Recognition Awards acknowledge volunteers who have made significant contributions to recreation development at the community level.

The Alberta Recreation and Parks Association's A.V. Pettigrew Award honours communities or organizations that have made a significant impact on improving the quality of life of their citizens through recreation and parks.

Please visit the ARPA website at <u>www.arpaonline.ca/awards/main</u> to view more details on any of the above awards and to submit a digital nomination form.

We look forward to hearing about and recognizing the devoted individuals and groups working to improve your community, our province and the lives of Albertans.

Yours sincerely,

Susan Laurin President

11759 Groat Road NW • Edmonton • Alberta • T5M 3K6 ph: 780-415-1745 • fax: 780-451-7915 • arpa@arpaonline.ca • www.arpaonline.ca



RECEIVED MAY 04 2007 N OF REDCLIFF

265 East 400 South – Box 291 – Raymond – Alberta – TOK 2S0 – Tel: 403 752-4585 – Fax: 403 752-3643Email: safetyctr@abfarmsafety.comWebsite: abfarmsafety.com

May 3, 2017

Town of Redcliff PO Box 40 Redcliff, Alberta TOJ 2PO

The Farm Safety Centre continues its province-wide farm safety educational programs. Since sending our last update letter in the spring of 2016 our dedicated teams have delivered farm safety messages to more than 70,000 rural elementary school students and 700 of their farmer parents.

In 2017 we are again inviting towns, villages and summer villages from across the province to consider contributing in support of farm safety education. A big thanks to those who contributed in 2016. For the first time in 2016, contributions from more than 200 entities were received. Each and every one was greatly appreciated. Truly, the generosity of many make possible the continuation of our unique, impactful outreach programs.

As budget realities allow, we invite your council to consider a 2017 contribution of between \$200 and \$400 dollars. If the 240+ towns and villages in Alberta were able to contribute \$300 each year, the accumulated amount would meet approximately 15% of the required annual funding for our rural elementary school program.

On our website: abfarmsafety.com all cash contributors from 2009 through 2016 are noted. We continue to broaden our funding base, as it is our experience that modest contributions from many brings long-term sustainability.

The most recent year-end Safety Smarts report can also be found on our website. Included in this report is an alphabetical listing of all rural schools visited in the 2015-2016 school year along with the number of classes and students taught at each school.

We would be pleased to provide additional information and thank you for your thoughtful consideration of this invitation to be a part of the "good news" of forward thinking educational efforts in our province.

Sincerely,

Lam Vola

Laura Nelson Executive Director Farm Safety Centre

March 26, 2017

The Board of Directors Redcliff Action Society for Youth 1 – 19 Main Street SE Redcliff, Alberta T0J 2P0

Dear Board Members,

We have reviewed the financial reports of the Redcliff Action Society for Youth for the period January 1, 2016 through December 31, 2016.

In our review, we examined the documentation supporting the incomes and expenses shown on these statements, and ensured that the bank records corresponded. We found that the records kept were in good order. Based on our review, we recommend the following:

- A spreadsheet of charitable receipts issued during the year showing the receipt number, date received, donor name and amount. This report is for the use of the Treasurer for ease of reporting to Revenue Canada
- The treasurer should submit an appeal to Revenue Canada for the refund of the penalty charged for the late remittance of the source deductions early in the year.
- In 2015, the programming reports for January and February were lost. The amount given to the programme director for these months was on the books. We recommend that an estimated amount for these two months be reallocated to monthly programming to remove this from the books.
- The monthly programming expenses and amounts paid to the programme director should be better tracked. The monthly programming report should be modified to include the amount carried over from the previous month, a monthly total, and the net carryover to the following month.
- Review the values of the land and building to reflect the actual values of these assets. There is a lien against the building by the Town of Redcliff in the amount of \$9,000 that needs to be added to the balance sheet.

Our opinion is that the Income Statement presents an accurate financial position of the Redcliff Action Society for Youth for 2016. With the exception of the value of the land and building, the Balance Sheet reflects an accurate position of the Redcliff Action Society for Youth.

Sincerely,

Anna Rae Green

Anna Pae Deen 26 mar

Signature

7 Date

Rita White

Lo Mar Date

Signature

# Redcliff Action Society for Youth Balance Sheet As at 31/12/2016

#### ASSET

Current Assets				
RASY General Bank Account		26,303.26		
RASY Casino Bank Account		16,717.92		
Accounts Receivable		1,021.22		
Prepaid Expenses		3,344.40		
Programming Cheques to Director		45.53		
Total Current Assets		47,432.33		
1				
Capital Assets				
Office Furniture & Equipment	2,354.80			
Accum. AmortFurn. & Equip.	-1,036.11			
Net - Furniture & Equipment		1,318.69		
Land		150,000.00		
Building	9,000.00	8		
Net - Building		9,000.00		
Computers	5,183.92	51, 500, 500 B		
Accum Amort - Computers	-4,422.86			
Net - Computers		761.06		
Total Capital Assets		161,079.75		
Total Capital Assets		101,073.75		
TOTAL ASSET		208,512.08		
LIABILITY				
Orange ( ) is billed as				
Current Liabilities		0 400 05		
Accounts Payable		3,123.65		
Total Current Liabilities		3,123.65		
		//04—92—24—24 mm /14 PH /122 PH /14		
TOTAL LIABILITY		3,123.65		
EQUITY				
Oursen Faults				
Owners Equity		100 770 01		
Retained Earnings - Previous Year		166,770.91		
Current Earnings		38,617.52		
Total Owners Equity		205,388.43	$\cap$	
and a second				
TOTAL EQUITY		205,388.43	tle	) 26/3/17
LIABILITIES AND EQUITY		208,512.08	NDOI	26/03/17
3			URZ	26/03/17
			St IVA	

Page 1

# Redcliff Action Society for Youth Income Statement 01/01/2016 to 31/12/2016

#### REVENUE

Sales Revenue	
Donations	39,462.85
Grants	58,762.00
Fundraisers	1,665.65
AGLC Proceeds	16,714.17
Net Sales	116,604.67
Other Revenue	
Rent Income	6,764.31
XXXXXXRent - Utilities	2,004.78
Interest Revenue	3.48
Total Other Revenue	8,772.57
TOTAL REVENUE	125,377.24

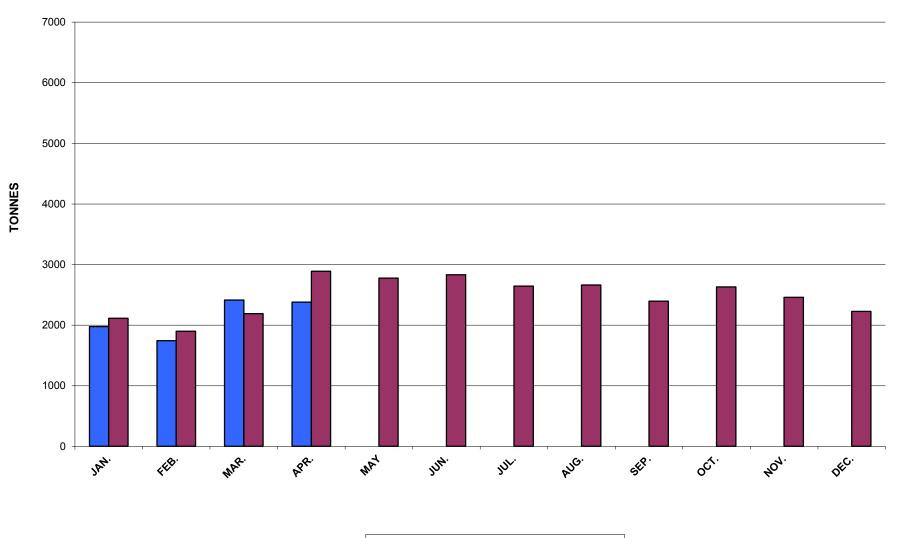
#### EXPENSE

Cost of Programming Supper Programme		688.07
Special Programs		3,324.54
Monthly Programming		2,374.08
Total Cost of Programming	9 9	6,386.69
Cost of Fundraising		
Fundraisers		871.72
Grants/Donations Expenses		5.00
Total Cost of Fundraising		876.72
12		
Payroll Expenses Wages & Salaries		60,552.40
El Expense		1,586.15
CPP Expense		2,479.50
WCB Expense		67.36
Total Payroll Expense		64,685.41
General & Administrative Expenses		
Amortization Expense		1,259.86
Insurance		3,626.00
Interest & Bank Charges		627.64
Office Supplies & Services		892.85
Centre Supplies		1,244.07
Property Taxes		157.25
Repair & Maintenance		524.15
Telecommunications	1,567.97	
Utilities	4,911.11	
Total Utilities		6,479.08
Renovations		0.00
Total General & Admin. Expenses	-	14,810.90
TOTAL EXPENSE		86,759.72
		38,617.52
	3	

BW 26/3/17 aly 26/03/17

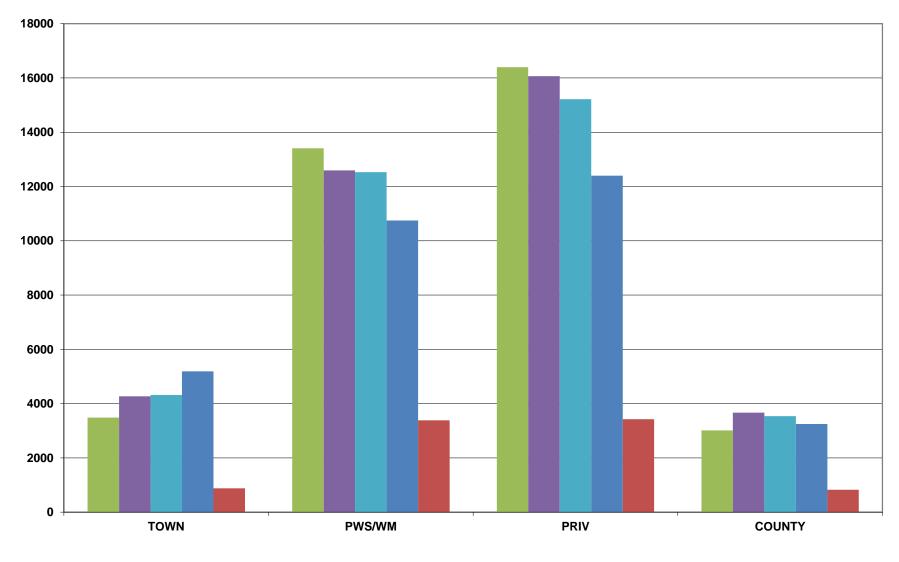
Page 1

# REDCLIFF/CYPRESS REGIONAL LANDFILL 2017 VS 5 YEAR AVERAGE TO APRIL 30, 2017



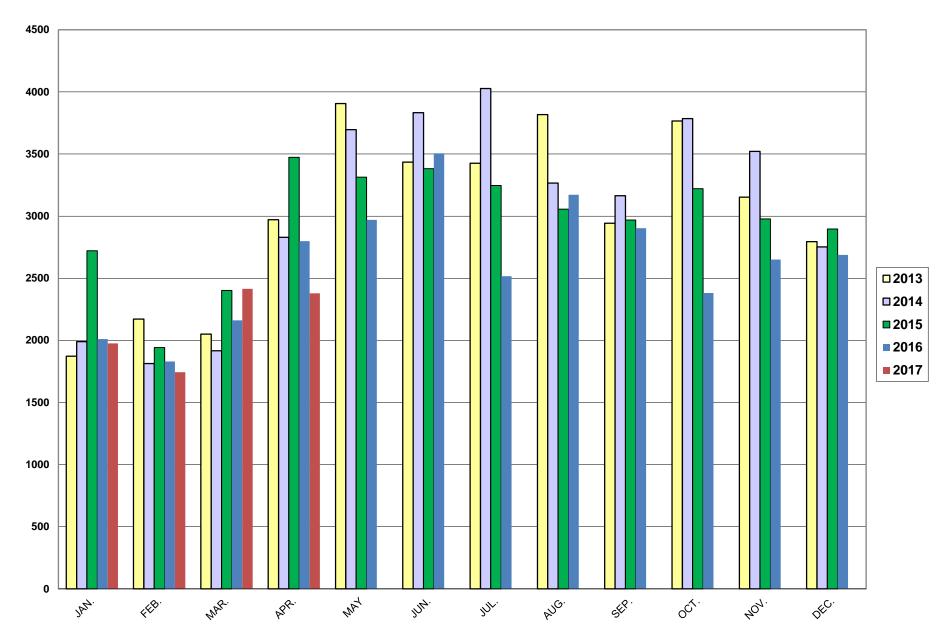
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# REDCLIFF/CYPRESS REGIONAL LANDFILL DELIVERIES BY SOURCE 2013-2017 TO APRIL 30, 2017



**2013 2014 2015 2016 2017** 

REDCLIFF/CYPRESS REGIONAL LANDFILL DELIVERIES IN TONNES 2013-2017 TO April 30, 2017





# REDCLIFF

#### ISSUE 14

#### MAY 2017

#### POINTS OF INTEREST:

Council meetings are normally held on the second and fourth Monday each month starting at 7:00 pm

#### **TOWN HALL HOURS**

Monday - Friday 8:00 am - 4:30 pm Phone: 403-548-3618 Fax: 403-548-6623 Email: redcliff@redcliff.ca Website: www.redcliff.ca

#### PUBLIC SERVICES **SPRING & SUMMER** HOURS

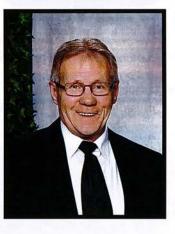
May 1 - September 6 Monday - Friday 7:00 am - 3:00 pm Phone: 403-548-9253

#### LANDFILL HOURS

Monday - Friday 8:00 am - 5:30 pm Saturday 8:00 am - 4:00 pm Sunday CLOSED

The Landfill is sometimes forced to close due to high winds. Call ahead at 403-548-9250 to verify.

Town Hall and Public Services will be closed on May 22, July 3, August 7, and September 4, 2017



Once again I'm honoured to wish all of our citizens a wonderful spring and a pleasant summer. I hope you and New Year.

The past three or four months have been somewhat subdued as far as Town Council is concerned. On March 31st and April 1st Town Council and our Town Administration were engaged in a Strategic Planning also the year that the Town is

# **Greetings from Mayor Reimer**

Session. These sessions are designed to map out the Town's priorities, as it relates to the needs and the wants of the community going forward.

Has anyone been down at the river valley lately? You will notice a new path access from the bank down to the river. This is a great way to take a stroll along the river bank or to launch your water craft.

Once again I salute all our volunteers, Town staff, non-profit organizations, local all enjoyed your past Christmas businesses and our local RCMP Detachment. All of your efforts are invaluable to our community, and I for one am very appreciative of all that you do.

> Just a reminder that this year is Canada's 150th Anniversary and Redcliff's 105th! This is

putting on a parade. I would encourage residents, volunteer groups, and Businesses to please get involved in this celebration. Let's make this event the best ever and all have a heck of a lot of fun doing it! I remain very excited about putting Redcliff on the map during this time.

I extend the Town's congratulations to the Redcliff Adam Grizzlies in your success in the Provincial Playdowns. A big thank you to all of the coaches and volunteers of the organized sports and community organizations.

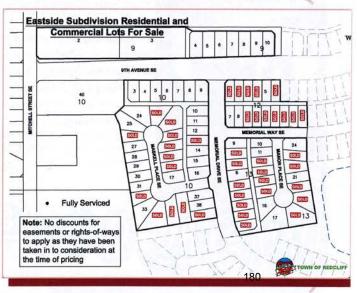
Have a great spring and summer folks! May God bless you all.

Mayor Ernie Reimer

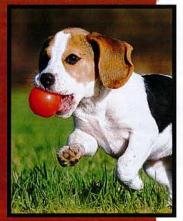
# Land for Sale!



The Town of Redcliff has several lots available for sale in our Eastside development. Inquire at Town Hall for further details on dimensions, prices, and future plans for the rest of the area.



# **Bylaw Enforcement**



If your dog goes missing, having them properly licensed will help us get them home to you!

Dog owners may exercise their K9 friends in the Off Leash areas on River Valley Park paths, as well as the 3rd Avenue SW Off Leash area. Remember to ensure that you have control over your dog when it is off its leash. This ensures that others using the paths are able to do so in a safe and friendly manner.

Please ensure that your dog is properly licensed for the 2017 year. This assists in the return of your pet if it goes missing. Also please clean up your dog's waste. This makes a healthier

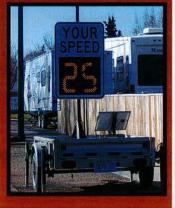
area for you, your family, and for your dog! You may review the "Dog Control Bylaw" 1810/2015 at www.redcliff.ca.



We are fielding questions of parking Holiday or Utility Trailers on the streets, alleys, and town property. You must have your trailer attached

to a motor vehicle while parked on the street and they may only be parked immediately adjoining the owner's place of residence for a period not exceeding 48 hours. You may review "The Traffic Bylaw" 1780/2014 at www.redcliff.ca.

The Town of Redcliff Bylaw Officer looks forward to seeing you on the paths again this year. He invites you to stop and ask any Bylaw related questions or just have a friendly talk! You may also contact the Bylaw Officer at 403-581-8755



Thanks to a very generous donation from the Southeast Alberta Rural Crime Association, the Redcliff RCMP was able to acquire this speed sign. It has been placed around Redcliff for the past 12 months with great success. Don't worry, we are

# **RCMP Speed Sign!**

not taking your picture! We are using the sign to remind drivers of their speed, especially in school and park zones. The sign is also able to collect statistics on 403-548-2288. traffic volume, helping the Town and Police make decisions about areas of concern.

If you have any suggestions of future locations for the sign,

please call the RCMP at



Spring is finally here and its time to start thinking about safety outside the house



Get your grill cleaned and serviced. Check all propane tanks and lines for leaks and damage. Always position the grill well away from combustible objects - buildings, fences, deck railings and landscaping or anything that can easily and quickly ignite. Periodically remove grease build-up in catch trays to prevent it from igniting. Always use long handled grilling

e come

utensils and heat resistant oven mitts to avoid exposure burns from heat and flames. Never leave a lit grill unattended.

**Redcliff Fire Department** 

#### YARD CARE SAFETY:

Check all fuel containers for leaks and make sure they are properly stored. Clean up and properly store paints, pool, and yard chemicals.

#### **GENERAL SAFETY:**

Make sure your address numbers are up and visible from the street. Ensure all smoke and CO/CO2 detectors are working properly.

The Redcliff Fire Department is looking for volunteer firefighters. Please see the town website for more information and qualifications if you are interested.

#### WE ARE EXCITED TO WELCOME NEW MEMBERS TO THE TOWN'S **ADMINISTRATIVE TEAM!**

- Corey Popick, Director of Public Services
- Rena Middleton, GIS / Planning Technician
- Rebecca Arabsky, Technical Assistant
- Carla Spampinato, FCSS / Special Events Coordinator
- Tracey Jenkins, Community & Protective Services Clerk
  - Jordan Zukowski, Planning Specialist (Internship Program)

Page 2

# **Planning & Engineering Department**

Page 3

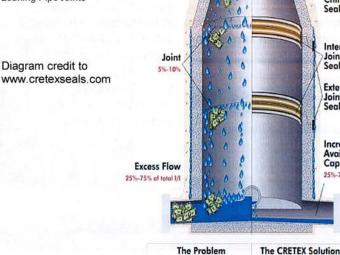
The Planning and Engineering Department and the Public Services Department are starting an inflow and infiltration reduction project. This project involves fitting manhole lids with a plastic dish that can greatly reduce the flow of runoff into the sanitary system. In addition to the pans we will also be installing manhole chimney seals in a few manholes which also help to reduce the amount of inflow and infiltration into manholes (most value at manholes located in ditches and landscaped areas).

The figure to the right is from Cretex Specialty Products that shows what they expect improvements in inflow and infiltration at manholes will be by using their products. We appreciate that these are estimates from a company trying to sell us their products however if they even provide half of the improvement that they are claiming it will go a long way to reducing the inflow and infiltration that has lead to some sewer backups during wet weather.

# HOW MUCH IS THE I&I IN YOUR MANHOLE COSTING YOU?

## The Problem

- Leaking Lid
- Leaking Frame &
- Chimney Structure loss in
- Chimney Leaking Barrel Joints
- Leaking Pipe Joints



Lid

10%-50%

Frame

30%-70%

Chimney

# The CRETEX Solution

- Internal Chimney Seals
- External Chimney Seals
- **PRO-RING**

Lid Plugs

& Gaskets

Pro-Ring

External

Chimney

Internal

Chimney Seal

Internal

External Joint

Increase Available

Capacity

25%-75% of total 1/1

Joint Seal

Seal

Seal

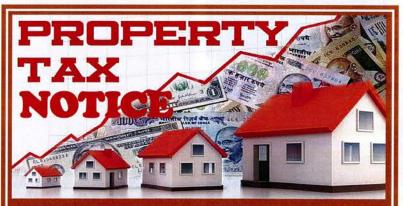
- Easy Seal SG
- Internal Joint Seals External Joint Wrap
- HydraTite Pipe Joint
- Seals
- Inflow Dish
- Lid Plugs



# When Do I Need a Permit?

Permits are required BEFORE you start work. If you are planning to work on your property, adding to or altering any system on your property, please contact the Planning & Engineering Department at 403-548-9263 to find out if a permit is required.





Assessment/Tax Notices will be mailed in late May. Taxes are due on the last business day in June. (Friday, June 30, 2017)

> Taxes unpaid by July 1, 2017 will be penalized at five percent (5%)



# 2017 **MUNICIPAL ELECTION**

There is probably no better way that you can become involved in Local Government processes than to run for Council or vote in the municipal election. The election for this year will be held on October 21.

Information will be available later on for those who may wish to run for Council or for those simply wishing to learn more about candidates and the process in general.

We encourage anyone who may be interested in running in the election to attend Council Meetings and review agenda packages/minutes. 182

# **Public Services Department**



The Public Services Department is actively undertaking spring cleaning throughout public property. This includes garbage collection, town cleanup, and street sweeping. Their goal is to provide a clean, safe place for residents to enjoy their summer.

Street cleaning will produce some dust and wet roads during the cleaning process. Catch basin emptying and storm water flushing will be ongoing throughout the next few months. Fire hydrant flushing will also be occurring so take notice of closed off or limited road access at these locations.

Active construction projectspreparing the town's parkand road repairs will befor all residents to use.starting very soon. PleasePlease be aware of townbe aware of all constructionpersonnel and stay asignage and limit yourminimum of 10 metersspeeds around constructionfrom any town personnelsites and town personnel.that are working. If you

Large summer storms will begin soon and some have the capacity to plug off or overwhelm storm water collection basins and systems. If you notice any areas of water pooling that doesn't seem to be draining during a storm event make sure you contact the Public Services Department.

Parks and recreation will actively be cleaning and preparing the town's parks for all residents to use. Please be aware of town personnel and stay a minimum of 10 meters from any town personnel that are working. If you notice any broken trees or damaged parks infrastructure, please call the Community and Protective Service department.

# Community & Protective Services

REDCLIFF DAYS: June 16, 17 & 18

CANADA DAY:

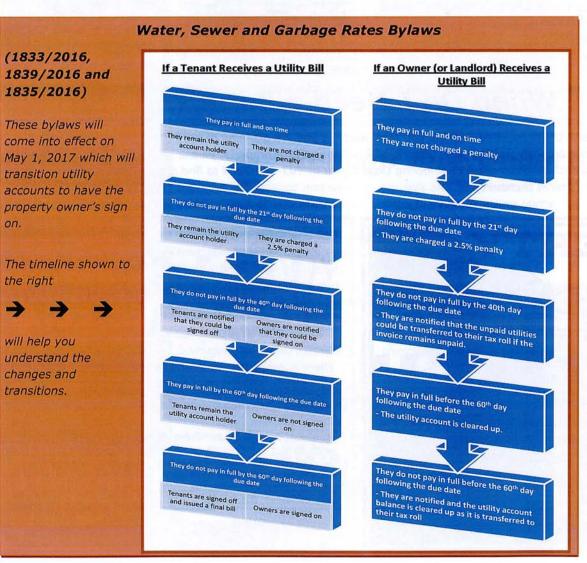
July 1

FALL FESTIVAL & PARADE: September 16

The Community Program and Events Brochure can now be found online at www.redcliff.ca under Community Events.

All programs can now be booked online at www.redcliff.ca under online services.

# **Finance Department**



#### FINANCE DEPARTMENT NEWS!

You can receive your Utility bills by **EMAIL** Register for e-billing by sending a request to **e-billing@redcliff.ca** 

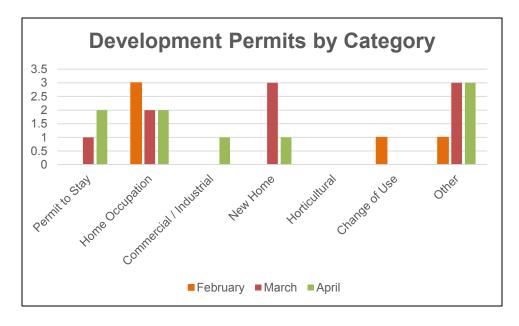
Did you know the Town Hall offers automatic withdrawals for utility bill payments? The Utility Pre-authorized Payment Plan (PAP) application form is on the Town's website. The application is accepted any time during the year as long as the utility account is in good standing. For details and to sign up, please go to Forms on www.redcliff.ca

Town Hall now accepts Credit Card payments! (Sorry! This does not include Property Taxes.) 183

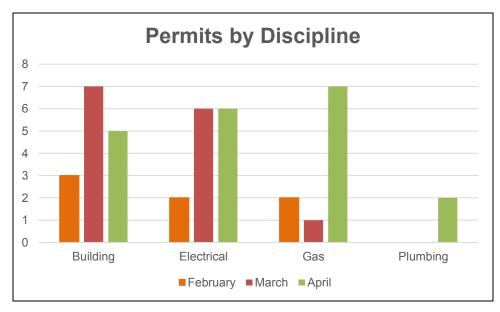
# Memo

То:	Council
From:	Director of Planning & Engineering
Date:	April 6, 2017
Re:	Permits issued in March 2017

In February the Town of Redcliff issued the following Development Permits as shown below:



Safety Codes Permits issued by the Town in February.



# COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
Thursday, June 1, 2017	Council / Staff Golf Event	Riverview Golf Club Registration 1:15 p.m. Shotgun start 2:00 p.m.
June 16, 17, 18, 2017	Redcliff Days	