



COUNCIL MEETING
MONDAY, MAY 9, 2016
7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, MAY 9, 2016 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
1. GENERAL	
A) Call to Order	
B) Adoption of Agenda *	Adoption
C) Accounts Payable *	For Information
D) Bank Summary to March 31, 2016 *	For Information
E) Bank Summary to April 30, 2016 *	For Information
2. PUBLIC HEARING	
A) Non Statutory Public Hearing for Bylaw 1829/2016, Off-site Levy Bylaw *	
3. DELEGATION	
A) COP Presentation (Citizens on Patrol) *	
B) Theresa Hardiker Re: Economic Development Alliance	
4. MINUTES	
A) Council meeting held April 25, 2016 *	For Adoption
B) Redcliff Public Library Board meeting held March 29, 2016 *	For Information
5. BYLAWS	
A) Bylaw 1829/2016, Off-site Levy Bylaw *	2 nd Reading
B) Bylaw 1825/2016, Water Rates Bylaw *	2 nd / 3 rd Reading
C) Bylaw 1830/2016, Annual Reserve Allocation Bylaw *	2 nd / 3 rd Reading
D) Bylaw 1831/2016, Tax Rate Bylaw *	1 st / 2 nd / 3 rd Reading

6. CORRESPONDENCE

- | | |
|--|-------------------|
| A) Town of Taber *
Re: Request for Support for Funding Application | For Consideration |
| B) House of Commons *
Re: Constituency office contact information | For Information |

7. OTHER

- | | |
|---|-----------------|
| A) Council Office Hours | For Discussion |
| B) Redcliff/Cypress Regional Waste Management Authority *
Re: Landfill Graphs to April 30, 2016 | For Information |
| C) Town of Redcliff Brochure * | For Information |
| D) Council Important Meetings & Events May 9, 2016 * | For Information |

8. RECESS

9. IN CAMERA

- | | |
|-------------------------|--|
| A) Land (1) | |
| B) Personnel (1) | |

10. ADJOURN

ACCOUNTS PAYABLE CHEQUE LIST

COUNCIL MEETING MAY 9, 2016

CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
79823	A & B STEEL LTD	SPRINGS, CASTERS, DRIVER KIT	\$118.86
79824	ACTION PARTS	SHOCK ABSORBER, SAFETY RACKS	\$1,573.35
79825	AMSC INSURANCE SERVICES LTD.	INSURANCE PREMIUMS	\$324.22
79826	AMEC EARTH & ENVIRONMENTAL	WATER TREATMENT PLANT PROGRESS PAYMENT	\$3,275.42
79827	ATRON REFRIGERATION & A/C	REFRIGERATION PLANT SHUT DOWN	\$133.88
79828	ALBERTA URBAN MUNICIPALITIES	JOB POSTINGS	\$315.00
79829	BARTLE & GIBSON CO. LTD.	TOILET REPAIR SUPPLIES	\$376.37
79830	BEKKERING, KATHY	INDIGENT BURIAL REFUND	\$1,054.00
79831	BENCHMARK GEOMATICS INC.	FOOTING CHECK	\$157.50
79832	THE BOLT GUYS	SELF-TAPPING SCREWS	\$27.36
79833	THE BOLT SUPPLY HOUSE LTD.	STAINLESS SCREWS	\$105.10
79834	BOUNDARY EQUIPMENT CO. LTD.	GUTTER BROOMS	\$1,072.05
79835	CHERE BROWN	TRAVEL EXPENSE REIMBURSEMENT	\$703.59
79836	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS	\$44.75
79837	C.E.M. HEAVY EQUIPMENT	SERVICE MANUAL	\$195.22
79838	CITY OF MEDICINE HAT	911 DISPATCH CONTRACT, CITY UTILITIES	\$6,578.55
79839	ARLOS CROFTS	TRAVEL EXPENSE REIMBURSEMENT	\$489.00
79840	C.U.P.E.	UNON DUES	\$2,069.66
79841	CYPRESS COMMUNICATIONS LTD.	MOBILE RADIO	\$745.50
79842	DIAMOND SOFTWARE INC.	YEAREND UPDATE INSTALL	\$68.25
79843	FARMLAND SUPPLY CENTER LTD	HOSES, FITTINGS	\$1,461.13
79844	REDCLIFF HOME HARDWARE	CHAIN, JERRY CANS, SCREWS, WASHERS	\$1,348.70
79845	JOE JOHNSON EQUIPMENT	RADIATOR, AIR COOLER	\$3,403.19
79846	KENNEDY AGRIOS LLP	PROFESSIONAL SERVICES	\$3,780.00
79847	KIRK'S MIDWAY TIRE	TIRE, CHANGEOVER	\$308.70
79848	MELHAM, MICHAEL	DRIVER ABSTRACT REIMBURSEMENT	\$26.55
79849	MEDICINE HAT FAMILY SERVICE	FCSS FUNDING	\$6,000.00
79850	MEDICINE HAT LICENCE CENTRE	LICENSE PLATES	\$253.35
79851	SHAW CABLE	INTERNET SERVICE	\$204.55
79852	PARK ENTERPRISES LTD.	IN TOWN PERMITS	\$4,223.68
79853	PARKLAND GEO TESTING LTD.	COULEE SLOPE FAILURE PROGRESS PAYMENTS	\$17,668.88
79854	PITNEY WORKS	FOLDER/STUFFER CONTRACT	\$159.08
79855	REDCLIFF BAKERY	MEETING REFRESHMENTS	\$18.00
79856	RECEIVER GENERAL	STAT DEDUCTIONS	\$32,988.92
79857	ROSENAU TRANSPORT LTD	JOE JOHNSON SHIPPING	\$73.75
79858	SAFETY CODES	SAFETY CODES PERMITS	\$155.17
79859	SALBRO CONSULTING SERVICES	2015 ANNUAL LANDFILL REPORT	\$9,918.30
79860	SHANON SIMON	BOARD MEMBER GIFT REIMBURSEMENT	\$50.00
79861	JAMES STEINKE	TRAVEL EXPENSE REIMBURSEMENT	\$1,647.19
79862	TELUS COMMUNICATION INC.	TELEPHONE SERVICE	\$165.88
79863	TELUS MOBILITY	CELL PHONE SERVICE	\$16.15
79864	PRAIRIE CONCRETE CONSTRUCTION	COLUMBARIUM BENCH PROJECT	\$5,250.00
79865	MEDICINE HAT & DISTRICT FOOD BANK	VOLUNTEER RECRUITMENT	\$1,500.00
79866	MBSI CANADA	DOMAIN CERTIFICATE	\$522.90

79867	BERT'S VACUUMS & EQUIPMENT RENT	POWER RAKE RENTAL	\$150.00
79868	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAXES	\$700.00
79869	TROPHY AND ENGRAVING WORLD	VOLUNTEER RECOGNITION PLAQUES	\$574.35
79870	UNITED RENTALS	GASKET, FREIGHT	\$62.53
79871	WOOD, DALE	COURSE FEES	\$4,845.00
79872	RODEO FORD SALES LIMITED	HALF TON TRUCKS	\$67,969.02
50 CHEQUES TOTAL:			\$184,872.60

BANK SUMMARY FOR MARCH 31, 2016

GENERAL BANK ACCOUNT

5.12.02.121.000

BALANCE FORWARD	3,065,629.14
DAILY DEPOSITS	417,251.38
DIRECT DEPOSITS	370,250.39
GOV'T GRANT	0.00
INTEREST EARNED	1,303.52
T-BILL REDEMPTIONS	0.00
OTHER DIRECT DEPOSITS	452.67
SUBTOTAL	789,257.96

CHEQUES	-1,221,723.43
ASFF QUARTERLY PAYMENTS	-434,948.59
DEBENTURE PAYMENTS	-121,719.33
T-BILL PURCHASES	0.00
NSF CHEQUES	-241.67
OTHER DIRECT WITHDRAWALS	-202,961.44
SUBTOTAL	-1,981,594.46

TOTAL	1,873,292.64
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BANK CLOSING BALANCE	2,423,633.38
ADD:O/S DEPOSITS	0.00
LESS:O/S CHEQUES	-550,340.74

TOTAL	1,873,292.64
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INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321.000	8,094,176.29
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126.000	1,521,608.57
TOTAL INVESTMENTS		9,615,784.86

TOTAL CASH & INVESTMENTS	11,489,077.50
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BANK SUMMARY FOR APRIL 30, 2016

GENERAL BANK ACCOUNT

5.12.02.121.000

BALANCE FORWARD	1,873,292.64
DAILY DEPOSITS	271,637.55
DIRECT DEPOSITS	592,126.12
GOV'T GRANT	1,000.00
INTEREST EARNED	812.84
T-BILL REDEMPTIONS	0.00
OTHER DIRECT DEPOSITS	0.00
SUBTOTAL	865,576.51

CHEQUES	-661,586.98
ASFF QUARTERLY PAYMENTS	0.00
DEBENTURE PAYMENTS	-410.49
T-BILL PURCHASES	0.00
NSF CHEQUES	0.00
OTHER DIRECT WITHDRAWALS	-188,414.80
SUBTOTAL	-850,412.27

TOTAL	1,888,456.88
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BANK CLOSING BALANCE	2,043,281.14
ADD:O/S DEPOSITS	421.36
LESS:O/S CHEQUES	-155,245.62

TOTAL	1,888,456.88
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INVESTMENTS

CIBC PREMIUM T-BILL FUND	5.12.02.321.000	8,109,867.30
CCU SHORT TERM INVEST/LANDFILL	5.12.02.126.000	1,522,233.89
TOTAL INVESTMENTS		9,632,101.19

TOTAL CASH & INVESTMENTS	11,520,558.07
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Off-site Levies

*Non – Statutory Public Hearing
Presentation*



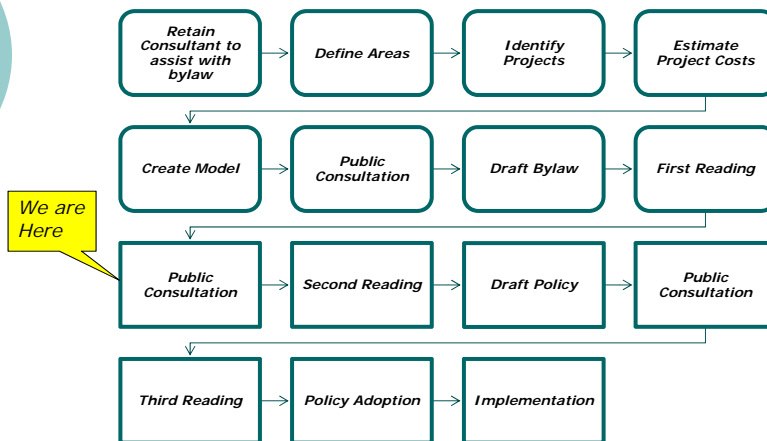
Objective of Off-site Levies

- *To provide funds to pay for all or part of the capital costs of Infrastructure required for growth.*
- *Facilitate growth of the community by providing infrastructure for:*
 - *transportation,*
 - *water,*
 - *sanitary, and*
 - *stormwater*
- *New development pays a fair and equitable share of infrastructure costs*
- *Ensure a financially sustainable community.*

General Information

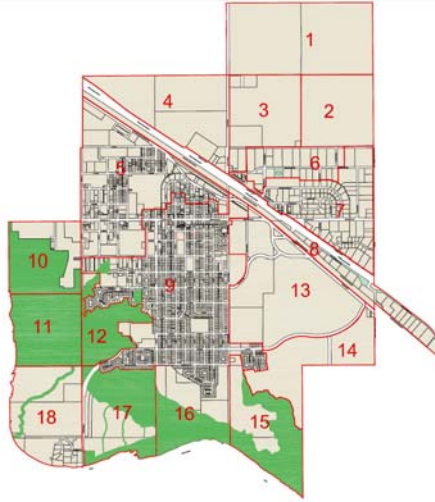
- *MGA*
 - *Council has the right to impose and collect off-site levies,*
 - *Off-site levies or equivalents can only be charged once to a property.*
 - *Each levy collected must be accounted for separately (different reserve accounts)*
- *Bylaw*
 - *Annual review of rates and projects.*
- *Corvus Report*
 - *Levy rates based on a 25 year rolling calculation. Projects, cost estimates, and projected development is to be regularly updated.*

Process



Statistics

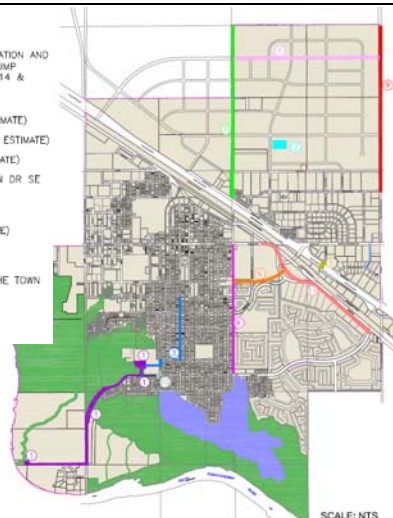
Town was split into 18 Areas for the purpose of assigning off-site levy projects



11 Water Projects

PROJECTS

- ① WATER TREATMENT PLANT INCLUDING RAW WATER PUMP STATION AND PIPELINE TWINNING (RAW WATER PUMP STATION, STATION PUMP STATION & PIPE TWINNING PROJECT CONSTRUCTED 2013-2014 & WTP IN PROGRESS)
- ② TREATED WATER RESERVOIR WITH THE PUMP STATION AND ASSOCIATED CONNECTIONS (2004 DISTRIBUTION STUDY ESTIMATE)
- ③ DISTRIBUTION SYSTEM UPGRADE (2004 DISTRIBUTION STUDY ESTIMATE)
- ④ MITCHELL ST SE WATER MAIN EXTENSION (2007 FSR ESTIMATE)
- ⑤ FIRE FLOW IMPROVEMENT- SOUTH HIGHWAY DR TO DUNCAN DR SE (2015 ESTIMATE)
- ⑥ WATERMAIN 3RD AVE SE (2015 ESTIMATE)
- ⑦ MITCHELL ST N TO THE END OF THE TOWN (2015 ESTIMATE)
- ⑧ 10TH AVE BETWEEN MITCHELL ST AND BOUNDARY RD N (2015 ESTIMATE)
- ⑨ BOUNDARY RD N BETWEEN DIRKSON DR NE TO END OF THE TOWN (2015 ESTIMATE)
- ⑩ WATER TIE-IN AT 9TH AVE SW
- ⑪ BROADWAY AVE E AND SAAMIS DR SE WATERMAIN



SCALE: NTS

7 Sanitary Sewer Projects

PROJECTS

- ① SANITARY NETWORK IN ARTERIALS MITCHELL ST N
- ② SANITARY UPGRADE SOUTH TRUNK DUE TO RIVER TERRACE (100ha) & BAYLUS (20ha)
- ③ BOUNDARY ROAD NORTH INDUSTRIAL TRUNK UPGRADE (NORTHLAND 356ha)
- ④ NW FUTURE UPGRADES INCLUDING LIFT STATION & FORCEMAIN DUE TO WESTEND, NORTHEAST AND NORTH GATEWAY AREA (115ha)
- ⑤ 3RD AVE - MITCHELL ST SE TO BROADWAY AVE
- ⑦ 9TH AVE EXISTING PHASE 1 TO SAAMIS DR SE

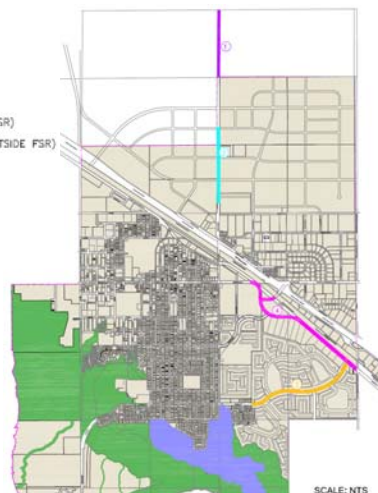


Note: Improvements to the City's Sanitary infrastructure would be an offsite levy project but was excluded because there is no cost Data. This will be added at a future update.

4 Storm Drainage Projects

PROJECTS

- ① OUTFALL STORM NORTH TO COULEE IN CYPRESS COUNTY (NORTHSIDE FSR DRAFT)
- ② STORM NETWORK IN ARTERIAL MITCHELL ST N (NORTHSIDE FSR DRAFT)
- ③ 9TH AVE TO SAAMIS DR SE STORM NETWORK (EASTSIDE FSR)
- ④ BROADWAY AVE E / SAAMIS DR SE STORM NETWORK (EASTSIDE FSR)



15 Transportation Projects

PROJECTS

- ① 9TH AVE SE- END OF PHASE 1 TO SAAMIS (2010 ROADWAY MASTERPLAN)
- ② 9TH AVE SE- MAIN ST S TO MITCHELL ST SE (2010 ROADWAY MASTERPLAN)
- ③ 3RD AVE EXTENSION- MITCHELL ST SE TO BROADWAY AVE E (2015 ESTIMATE)
- ④ BROADWAY AVE REALIGNMENT (2015 ESTIMATE)
- ⑤ INTERSECTION UPGRADE - TRAFFIC LIGHT/ROUNDABOUT AND PEDESTRIAN IMPROVEMENTS ON BROADWAY AVE AND MITCHELL ST (2010 ROADWAY MASTERPLAN)
- ⑥ INTERSECTION UPGRADE - TRAFFIC LIGHT SAAMIS DRIVE SE AND 9TH AVE SE (2010 ROADWAY MASTERPLAN)
- ⑦ 5TH AVE SE - MAIN ST TO MITCHELL ST SE UPGRADE DUE TO INCREASED TRAFFIC (2010 ROADWAY MASTERPLAN)
- ⑧ MITCHELL ST N- SOUTH RAILWAY DR NE TO NORTH END OF TOWN (2015 ESTIMATE)
- ⑨ 10TH AVE NE BETWEEN MITCHELL ST N AND BOUNDARY RD (2015 ESTIMATE)
- ⑩ 3RD AVE NE & 3RD ST NE INTERSECTION UPGRADE (2010 ROADWAY MASTERPLAN)
- ⑪ TRANSCANADA HIGHWAY & BROADWAY AVE PEDESTRIAN & SIGNAL TIMING IMPROVEMENT (2010 ROADWAY MASTERPLAN)
- ⑫ 8TH ST NW UPGRADE - BROADWAY AVE TO 4TH AVE NW (2015 ESTIMATE)
- ⑬ STREET LIGHTS AT 8TH ST NW & BROADWAY AVE (2010 ROADWAY MASTERPLAN)
- ⑭ 10TH AVE NW - TRANSCANADA HWY TO TOWN'S NORTH LIMIT
- ⑮ SIGNAL 3RD AVE AND BROADWAY/ SAAMIS INTERSECTION



Cost Allocation

- *Projects beyond the 25 year horizon are excluded from the calculations.*
- *Costs are Allocated to:*
 - *The Town (Existing Development Share)*
 - *Other Stakeholders & Financial Oversizing*
 - *Developers (off-site levies)*

Notes:

1. *Other stakeholders are typically someone who receives benefit that is outside of the Town.*
2. *Financial oversizing is defined as infrastructure that is constructed within the 25 year time frame but benefits areas beyond the 25 year time frame.*



Off-site Levy Assignment

- *On a project by project basis off-site levy costs were assigned to areas.*
 - *Water Projects are assumed to benefit all areas equally.*
 - *Sanitary Sewer Projects are assigned based on areas benefiting.*
 - *Storm Sewer Projects are assigned based on areas benefiting*
 - *Transportation Projects are assumed to benefit all areas equally.*



Net Area that Levies are Applied on

- *Net developable area was calculated for each area.*
 - Gross area*
 - Less Environmental Reserve*
 - Less 10% Municipal Reserve Allowance*
 - Less Arterial road Right-of-way*
 - = Net developable Area*
- *Estimate was made of the area to be developed in 25 years.*
- *Levies are applied to the net developable area that is estimated to be developed in 25 years.*



Results

- *Total Value of Infrastructure Projects Eligible for Off-site Levies is \$83.64 Million*
 - *\$ 83.64 Million is split between the Town, Other Stakeholders, Financial Oversizing and Offsite Levies*
 - *Water Projects* \$12,780,382
 - *Sanitary Sewer Projects* \$3,949,344
 - *Storm Projects* \$3,874,416
 - *Transportation Projects* \$8,959,263
- Total Offsite Levies \$29,563,405***

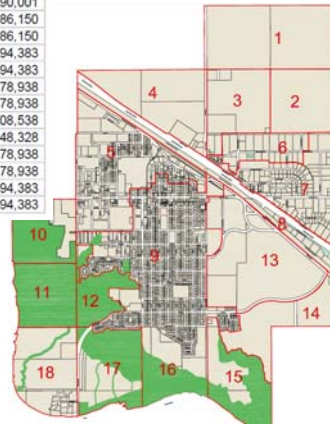


Results

- *Low Levy Rate* \$78,938 per ha
 - *High Levy Rate* \$208,538 per ha
 - *Average Levy Rate* \$109,205 per ha
-
- *Levy rate applied to a development is based on the off-site levy area that the development is in.*

Specific Rates by Area

Area Ref. #	Transportation Charges	Water Charges	Sanitary Charges	Storm Charges	Total
1	\$ 34,521	\$ 44,417	\$ 7,212	\$ 3,851	\$ 90,001
2	\$ 34,521	\$ 44,417	\$ 7,212	\$ 3,851	\$ 90,001
3	\$ 34,521	\$ 44,417	\$ 10,697	\$ 11,597	\$ 101,232
4	\$ 34,521	\$ 44,417	\$ 10,697	\$ 11,597	\$ 101,232
5	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
6	\$ 34,521	\$ 44,417	\$ 7,212	\$ 3,851	\$ 90,001
7	\$ 34,521	\$ 44,417	\$ 7,212	\$ -	\$ 86,150
8	\$ 34,521	\$ 44,417	\$ 7,212	\$ -	\$ 86,150
9	\$ 34,521	\$ 44,417	\$ 15,445	\$ -	\$ 94,383
10	\$ 34,521	\$ 44,417	\$ 15,445	\$ -	\$ 94,383
11	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
12	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
13	\$ 34,521	\$ 44,417	\$ 51,882	\$ 77,717	\$ 208,538
14	\$ 34,521	\$ 44,417	\$ 15,445	\$ 53,945	\$ 148,328
15	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
16	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
17	\$ 34,521	\$ 44,417	\$ 15,445	\$ -	\$ 94,383
18	\$ 34,521	\$ 44,417	\$ 15,445	\$ -	\$ 94,383



Note:

- The wide range of off-site levy rates is due to the inclusion of some projects which could have been viewed as on-site projects. This is especially the case in Eastside.

Comparison to Other Municipalities

Municipality / Area	Low	High	Average
Town of Hinton	~\$56,200	~\$56,200	~\$56,200
City of Lacombe (in process)*	\$23,214	\$189,061	\$60,446
Town of Drayton Valley (in process)*	\$51,548	\$78,204	\$60,684
Town of Sylvan Lake*	\$42,103	\$141,281	\$65,477
Town of Blackfalds	\$41,102	\$113,393	~\$66,446
Town of Edson*	\$17,798	\$160,069	\$77,434
Town of Rocky Mountain House (in process)*	\$59,208	\$162,351	\$90,716
Town of Strathmore (incl Area Charge)	\$67,141	\$97,320	~\$93,300
Red Deer County (Gasoline Alley)	\$64,155	\$141,333	~\$96,458
Leduc County*	\$106,255	\$106,255	\$106,255
Town of Redcliff*	\$79,938	\$208,538	\$109,205
City of Leduc*	\$80,837	\$140,191	~\$110,000
Town of High River	\$118,270	\$145,920	~\$130,000
Town of Beaumont*	\$148,115	\$324,466	\$160,900
City of Medicine Hat*	\$132,286	\$476,918	~\$250,000

Notes:

- Rates presented were current at the time are which the Corvus report was prepared.
- It is very difficult to compare off-site levy rates between municipalities as the method of determining what are offsite levy project differs from municipality to municipality.



Next Steps

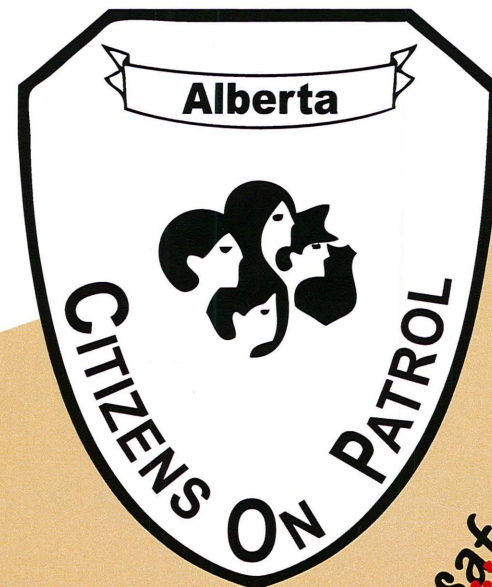
- *2nd Reading of the Bylaw,*
- *Creation of Policy and Procedures,*
- *3rd Reading of the Bylaw,*
- *Approval of Policy,*

Process subject to Council direction.

Any Questions?

Join!

Alberta Citizens On Patrol



HELP YOUR COMMUNITY!

- Be an extra set of eyes and ears for the R.C.M.P.
- Be involved with community events.
- Help patrol areas which get overlooked.
- Make new friends.
- Volunteer.

CONTACT US TODAY:

Contact your local police detachment
and ask for Citizens On Patrol

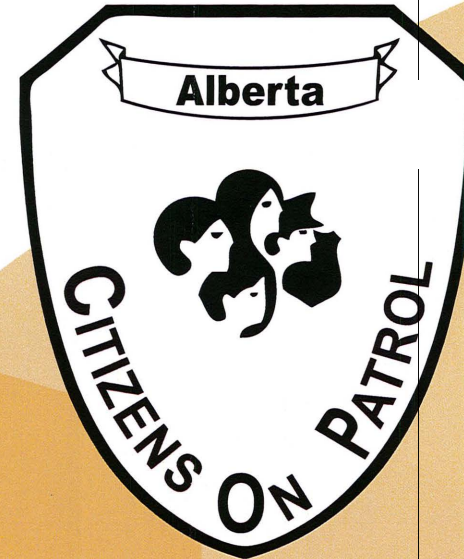


AMA is a proud
supporting partner

Enhancing community safety
through crime prevention

COMMUNITY BASED
CRIME PREVENTION

- Crime Prevention
- Community Involvement
- Teamwork



In these times, it is imperative that communities become involved in enhancing community safety through crime prevention. 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.

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

Working together to make safer communities...

THE ROLE OF A C.O.P.

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

REQUIREMENTS

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

GOALS OF THE C.O.P. GROUPS

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

- To increase citizen participation in observing and reporting suspicious events in the community.

- To reduce incidents of crime such as theft from motor vehicles, break and 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
- ☐ Steering wheel lock: ☐ in use ☐ not in use
- ☐ Vehicle equipped with alarm/immobilizer
- ☐ Possessions or cash in view
- ☐ Registration decal expired
- ☐ Registration decal buildup/peeling
- ☐ Anti-theft device in use – good work!
- ☐ You've taken care to prevent yourself from being a victim of auto crime – thank you!

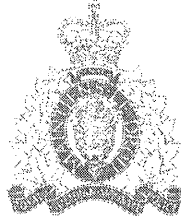
CAUTION: For your own protection, please secure your vehicle night and day. Do not store your spare key in your vehicle, and ensure all belongings are removed. Please see the other side of this form for more ways to protect yourself from becoming a victim of auto crime.

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

Emergency: 911 Operational Communication Centre (OCC) Phone: 780.423.2345
 Fish and Wildlife: 780.427.3574 Fax: 780.423.6543
 Report A Poacher: 1.800.642.3800

MEMBER ON PATROL (Name and ID #) John Jones (256)	MEMBER ON PATROL (Name and ID #) Jim Bradley (292)
---	--

PATROL COMMENCED (Date and time) June 10, 2011 – 19:00	PATROL TERMINATED (Date and time) June 10, 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 'I' – In Person 'R' – Radio Total Calls to Dispatch 1

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'	'I'	'R'
19:00	Jr. High School	Young people playing soccer. There were six people there.	—	—	—

TIME	LOCATION	OBSERVATION	'C'	'I'	'R'
19:05	Hotel	Two adults sitting behind hotel talking	—	—	—

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

TIME	LOCATION	OBSERVATION	'C'	'I'	'R'
19:45	Various locations through town.	Everything quiet.	—	—	—

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



**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, APRIL 25, 2016 7:00 P.M.**

PRESENT: Mayor E. Reimer
Councillors C. Crozier, D. Kilpatrick,
L. Leipert, J. Steinke
E. Solberg, C. Brown

Municipal Manager A. Crofts (left at 7:42 p.m., returned 7:51 p.m.)
Manager of Legislative S. Simon (left at 7:42 p.m., returned 7:51 p.m.)
& Land Services
Director of Finance J. Tu (left 7:42 p.m., returned 7:51 p.m., left 8:08 p.m.,
& Administration returned 8:10 p.m., left 9:02 p.m.)

Director of Public Services J. Garland (arrived 7:15 p.m., left 7:25, returned 7:51, left 9:44)
Director of Planning & J. Johansen (arrived 7:04 p.m., left 7:25, returned 7:51, left 9:44)
Engineering

ABSENT:**1. GENERAL**

Call to Order

A) Mayor Reimer called the regular meeting to order at 7:01 p.m.

2016-0158 Adoption of Agenda

B) Councillor Steinke moved the agenda be adopted as amended to add an additional Intermunicipal Relations Item to the In Camera Agenda. - Carried.

2016-0159 Accounts Payable

C) Councillor Leipert moved the following 75 general vouchers in the amount of \$475,327.93 be received for information. - Carried.

ACCOUNTS PAYABLE CHEQUE LIST			
COUNCIL MEETING APRIL 25, 2016			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
79748	ACTION PARTS	PUMP, LIGHT, FILTERS, BELTS, PADS, CAPS	\$537.63
79749	THE BOLT SUPPLY HOUSE	BOLTS, NUTS, WASHERS	\$63.68
79750	BRANDT TRACTOR	BELT, IDLER, TENSIONER	\$457.38
79751	CANADIAN LINEN & UNIFORM	COVERALLS AND TOWELS	\$21.42
79752	CHAMCO	RAW WATER PUMP REPAIR	\$1,052.58
79753	CITY OF MEDICINE HAT	CITY UTILITIES	\$2,009.23
79754	CLOVERDALE PAINT	ROAD PAINT	\$820.90
79755	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$621.00
79756	EPCOR	LANDFILL UTILITIES	\$162.06
79757	FARMLAND	HOSE, COUPLERS, TIPS	\$90.99

79758	FORM-TECH MACHINING	WELD SPROCKETS	\$89.25
79759	DEAN HARRISON	REIMBURSE PARK PASS	\$54.00
79760	HARV'S JANITORIAL	JANITORIAL SERVICES	\$3,948.00
79761	REDCLIFF HOME HARDWARE	ELBOW, ADAPTER, COUPLING, BUSHING	\$121.04
79762	JOE JOHNSON	HYDRAULIC FILTER	\$169.30
79763	KAIZEN LAB	THM TESTING	\$483.00
79764	KIRK'S MIDWAY TIRE	FLAT REPAIR	\$15.75
79765	MCL - WASTE MANAGEMENT	FILTERS, CABLES, LABOUR	\$2,392.55
79766	PAD-CAR MECHANICAL	HVAC MAINTENANCE	\$398.08
79767	SUNCOR	FUEL	\$1,530.48
79768	PITNEY WORKS	FOLDER/STUFFER CONTRACT	\$151.50
79769	PRIME PRINTING	BLANK PURCHASE ORDERS & CHEQUES	\$987.00
79770	RECEIVER GENERAL	STATUTORY DEDUCTIONS	\$31,257.99
79771	ROSENAU	TRANSPORT CYLINDERS	\$192.71
79772	SANATEC	PUMP LANDFILL SEPTIC TANK	\$141.75
79773	SECUTEK	FIRE HALL ALARM	\$65.99
79774	SNAP ON TOOLS	A/C TOOLS FOR SHOP	\$4,867.63
79775	SUMMIT MOTORS	GROMMETS, TAIL LAMP, BACK UP LAMP	\$221.82
79776	TELUS	PHONE SERVICE	\$38.02
79777	TELUS MOBILITY	CELL PHONE SERVICE	\$242.86
79778	TRIPLE R EXPRESS	TRANSPORT BOX OF PARTS	\$103.95
79779	MBSI CANADA	HOSTED BACK UP	\$1,071.00
79780	BERT'S VACUUMS	PAPER TOWEL	\$40.95
79781	TOWN OF REDCLIFF	LANDFILL TONNAGE	\$6,488.62
79782	UNITED RENTALS	COMPRESSOR OIL	\$266.92
79783	WALBERGER, ROBERT	ASET MEMBERSHIP DUES	\$315.00
79784	WESTERN DIESEL WHOLESALE	SEAL KITS	\$386.85
79785	WOLSLEY	ADAPTER, CURB STOPS, SADDLE, BUSHINGS	\$987.92
79786	XEROX	PHOTOCOPIER MAINTENANCE	\$336.64
79787	A&B STEEL	GREASE GUN	\$418.95
79788	BOUNDARY EQUIPMENT	WAFER POLY	\$826.09
79789	CANADIAN LINEN UNIFORM	COVERALLS AND TOWELS	\$21.42
79790	CITY OF MEDICINE HAT	CITY UTILITIES, SEWAGE OUTLAY	\$59,180.67
79791	CIVILTEC	NORTHWEST LIFT STATION	\$5,559.91
79792	COMMUNITY GARDEN ADVISORY	UTILITY REFUND	\$593.22
79793	FARMLAND	HYDRAULIC HOSE & TIP	\$85.24
79794	FORAN EQUIPMENT	SLOPE REMEDIATION	\$43,459.84
79795	FORTY MILE	LANDFILL UTILITIES	\$147.67
79796	FOX ENERGY	SIGNS	\$280.19
79797	REDCLIFF HOME HARDWARE	GARBAGE BAGS	\$88.17
79798	HYDRODIG	HYDROVAC	\$483.00
79799	JACOB'S WELDING	REPAIR WIND SCREEN, WELD BRUSHES & FRAME	\$2,412.90
79800	JOE JOHNSON	SUPER SMOKER	\$2,914.96

79801	LETHBRIDGE HERALD	MARCH ADVERTISING	\$612.86
79802	MEDICINE HAT NEWS	MARCH ADVERTISING	\$2,358.72
79803	SHAW	INTERNET SERVICE	\$261.19
79804	MS MUNICIPAL SOLUTION	CONTRACTED LABOUR	\$9,743.42
79805	NAPA AUTO PARTS	AIR FILTERS	\$126.54
79806	SUNCOR	FUEL	\$1,137.61
79807	PUROLATOR	TRANSPORT PACKAGES	\$58.92
79808	RECEIVER GENERAL	1ST QTR FIRE PAY	\$148.75
79809	RODEO FORD	CONNECTOR, SCREEN, GASKET, SEAL	\$139.01
79810	ROY'S WOOD SHOP	LUMBER	\$130.20
79811	SUPERIOR TRUCK EQUIPMENT	GARBAGE TRUCK	\$275,647.20
79812	TELUS COMMUNICATION	PHONE SERVICE	\$20.60
79813	TELUS MOBILITY	CELL PHONE SERVICE	\$225.48
79814	APPLIED INDUSTRIAL TECHNOLOGY	CHAIN, SPROCKET, BEARINGS, HUBS	\$158.22
79815	BERT'S VACCUM & EQUIPMENT	ADAPTER	\$44.52
79816	FRANZ, KIM	REFUND FACILITY KEY DEPOSIT	\$150.00
79817	ALBERTA WINTER GAMES	SPONSORSHIP OF 2016 AB WINTER GAMES	\$1,000.00
79818	REIS, SUSAN	REFUND COA - INACTIVE UTILITY ACCOUNT	\$10.03
79819	GAMZEZ, KYLE	REFUND COA - INACTIVE UTILITY ACCOUNT	\$10.26
79820	WEIR CONSTRUCTION	REFUND DEPOSIT - INACTIVE UTILITY ACCOUNT	\$100.00
79821	TRICO LIGHTING	BULBS	\$104.98
79822	WORKER'S COMPENSATION	APRIL INSTALLMENT	\$3,463.75
75 CHEQUES TOTAL:			\$475,327.93

Director of Planning & Engineering arrived at 7:04 p.m.

2016-0160 Bank Summary to February 29, 2016

D) Councillor Kilpatrick moved the Bank Summary to February 29, 2016 be received for information. – Carried.

2. DELEGATION

KPMG LLP presentation of the Town of Redcliff Financial Statements and the Redcliff Cypress Regional Waste Management Authority Financial Statements

A) 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.

Director of Public Services arrived at 7:15 p.m.

2016-0161

Councillor Solberg moved to meet in camera at 7:25 p.m. - Carried.

Director of Planning & Engineering and Director of Public Services left the meeting at 7:25 p.m.

Manager of Legislative & Land Services, Director of Finance & Administration, and Municipal Manager, left the meeting at 7:42 p.m.

Manager of Legislative & Land Services, Director of Finance & Administration, Municipal Manager, Director of Planning & Engineering and Director of Public Services, rejoined the meeting at 7:51 p.m.

2016-0162 Councillor Leipert moved to return to regular session at 7:51 p.m. - Carried.

2016-0163 Councillor Kilpatrick moved that the Financial Statements for the Town of Redcliff for the year ended December 31, 2015, be approved as presented. Further, that the Mayor, Municipal Manager, and Director of Finance & Administration be authorized to sign the financial statements. - Carried.

2016-0164 Councillor Solberg moved that the Financial Statements for Redcliff/Cypress Regional Waste Management Authority for the year ended December 31, 2015, be received for information. - Carried.

3. MINUTES

2016-0165 Council meeting held April 11, 2016 **A)** Councillor Crozier moved the minutes of the Council meeting held April 11, 2016, be adopted as presented. - Carried.

2016-0166 Redcliff Family and Community Support Services meeting held on April 12, 2016 **B)** Councillor Brown moved the minutes of the Redcliff Family and Community Support Services meeting held April 12, 2016, be received for information. - Carried.

2016-0167 Redcliff Senior Citizens Business meeting held April 7, 2016 **C)** Councillor Leipert moved the minutes of the Redcliff Senior Citizens Business meeting held April 7, 2016, be received for information. - Carried.

Director of Finance & Administration left at 8:08 p.m.

2016-0168 Subdivision & Development Appeal Board hearing held March 29, 2016 **D)** Councillor Kilpatrick moved the minutes of the Subdivision & Development Appeal Board hearing held March 29, 2016, be received for information. - Carried.

4. BYLAWS

Director of Finance & Administration returned at 8:10 p.m.

- 2016-0169 Bylaw 1830/2016, Annual Reserve Allocation Bylaw
- A)** Councillor Crozier moved that Bylaw 1830/2016, Annual Reserve Allocation Bylaw be given first reading. Further, that Administration be directed to further review and incorporate additional changes to proposed Bylaw 1830/2016, Annual Reserve Allocation Bylaw, such as reviewing and establishing a ceiling for emergency equipment repair under the Purchasing Reserve. And further, to change the title of “Silent Auction Reserve” to “Volunteer Appreciation Reserve”.
- Carried.

5. REQUESTS FOR DECISION

- 2016-0170 Budget 2016
Re: Final Approval
- A)** Councillor Leipert moved that the Town of Redcliff 2016 Capital and Operating Budgets be approved as presented.
- Carried.
- 2016-0171 Development Referral from Cypress County
Re: Cypress County Application 16/48
- B)** Councillor Kilpatrick moved that Cypress County Development Permit Application 16/48 (Quinton Pancoast - SE 20-13-6 W4th) for storage of oilfield perforating supplies (shaped charges) be received for information. Further, that Administration send a letter to Cypress County advising of Redcliff Council’s concerns with and recommendations for the proposal:
- Imposes restrictions on development within certain distances from an explosive storage site.
 - May adversely affect the development of lands inside the Town that are adjacent to the site.
 - The proposed development be issued a temporary approval with a maximum term of five years.
- Carried.

6. CORRESPONDENCE

- 2016-0172 High River
Re: Disaster Recovery Program (DRP)
- A)** Councillor Kilpatrick moved correspondence from High River dated April 5, 2016, regarding Disaster Recovery Program (DRP), be received for information. - Carried.
- 2016-0173 TransCanda Pipelines Limited
Re: Medicine Hat Compressor Station
- B)** Councillor Solberg moved correspondence from TransCanada Pipelines Limited dated April 8, 2016, regarding Medicine Hat Compressor Station, be received for information.
- Carried.
- 2016-0174 Partners for the Saskatchewan River Basin
Re: Membership
- C)** Councillor Kilpatrick moved correspondence from the Partners for the Saskatchewan River Basin dated March 29, 2016, regarding Membership, be received for information.
- Carried.

2016-0175 Town of Taber
Re: Request for Support for
Funding Application

D) Councillor Steinke moved correspondence from the Town of Taber dated April 11, 2016, regarding a request for support for funding application, be received for information.
- Carried.

7. OTHER

2016-0176 Municipal Manager Report to
Council

A) Councillor Crozier moved the Municipal Manager Report to Council April 25, 2016, be received for information.
- Carried.

2016-0177 Mayor's Report to Council

B) Councillor Leipert moved the Mayor's Report to Council April 25, 2016, be received for information. - Carried.

2016-0178 Council Reports

C) Councillor Brown moved the Council Reports April 25, 2016, be received for information. - Carried.

2016-0179 Council Important Meetings and
Events

D) Councillor Crozier moved the Council Important Meetings & Events April 25, 2016, be received for information. Further, that the matter of Council Office Hours be placed on the next Council Agenda for discussion. - Carried.

8. RECESS

Mayor Reimer called for a recess at 9:02 p.m.

Director of Finance & Administration left at 9:02 p.m.

Mayor Reimer reconvened the meeting at 9:10 p.m.

9. IN CAMERA

2016-0180

Councillor Crozier moved to meet In Camera at 9:10 p.m.
- Carried.

Director of Planning & Engineering and Director of Public Services left at 9:44 p.m.

2016-0181

Councillor Steinke moved to return to regular session at 10:14 p.m. - Carried.

Councillor Steinke moved to increase Council Remuneration by \$100.00 per month (split 2/3 base salary and 1/3 general expense) beginning June 1, 2016 to December 31, 2016, to be funded from Operations. - Carried.

10. ADJOURNMENT

2016-0182 Adjournment

Councillor Solberg moved to adjourn the meeting at 10:18 p.m. - Carried.

Mayor

Manager of Legislative and Land Services

REDCLIFF PUBLIC LIBRARY BOARD

Minutes

March 29th, 2016 7:30 PM

Vision Statement

The Redcliff Public Library is your doorway to reading, dreaming, and inspiring family literacy.

Attending: Brian Lowery, Valarie Westers, Jim Steinke, Mark Adcock, Matt Stroh, Nina Romeril, Robin Corry

Also attending: Tracy Weinrauch, Recording Secretary

Call to order: 7:30 pm

Not in attendance: Brian Pattison, Dianne Smith, Catharine Richardson

Additions/Deletions to Agenda: Remove Harassment Policy from agenda.

Approval of Agenda: Valarie moved to approve the agenda as amended. All in favor. Carried.

Approval of Minutes for February meeting: Jim moved to approve the minutes. Valarie 2nd. All in favor. Carried.

Financial Statements for February for information only: Jim moved for information only. Matt 2nd. All in favor. Carried.

Accounts Payable: Matt moved for information only. Robin 2nd. All in favor. Carried.

Library Manager's Report: Attached

- Comments: Valarie noticed the periodical stats were down this month and wondered if that was due to the Zinio usage. Tracy will check with Chris Field at Shortgrass to see if we can get monthly stats on Zinio.
- Shortgrass will be holding another Board Basics Workshop in the Fall
- PLSB will also help libraries with their Plan of Service, and even travel to the libraries to offer their services.
- Brooks Public Library has made the move to have the same representation at the Shortgrass board meeting as their library board meetings to keep the lines of communication open between the library and Shortgrass. Tracy will talk to Lisa Crosby, Manager at BPL over the summer months to find out if it has been a beneficial move. If it has improved communication between the two, then a request will be sent to the Mayor of Redcliff, Ernie Reimer, to appoint Jim Steinke to both boards.
- Mark moved to approve the Library Manager's report. Valarie 2nd. All in favor. Carried.

- Correspondence:**
- Trustee Self-Assessment
 - Shortgrass survey results
 - Copies of the Libraries Act; Libraries Regulations ; Alberta Library Trustees'
 - Association Handbook available from Tracy if you need a copy.

Policies Report - Valarie made a motion to approve the Discipline Procedure as presented. Matt 2nd. All in favor. Carried

Financial Report: - Nothing to report

Personnel Report: - Nothing to report

Needs Assessment Review: - Nothing to report

Friends of the Library (FRPL): - Brian extended his thanks to the Friends of the Redcliff Library for hosting this event. A great time was had by all. Also, thank you to David Leist and Josh Waites for their creative efforts in building the golf course.

- Minutes from March 2nd FRPL meeting

Board Member Recruitment: - Nothing to report

Ongoing Maintenance Projects: - still waiting for the installation of front doors and a replacement humidifier.

ALTA (Alberta Library Trustees Association) Report: - Nothing to report


Old & Unfinished Business: - Social Media Committee discussion tabled

New Business: - Tracy met with Cst. Waites and By-Law Officer Barry Steier to discuss the speed zone on Main Street South in front of the library. Local residents have contacted him to ask about the speed sign in front of the library. Once they heard why the speed was being monitored, they were in favor of the change to the lower speed limit, so we shouldn't be surprised if the residents contact us to support the initiative. Library staff are currently keeping stats on how many children are entering the building with/without parents at each hour we are open. Tracy has contacted the Youth Centre Board and the comments back were positive. Senior Centre will be approached in the next couple of weeks to discuss their opinion on the requested change.

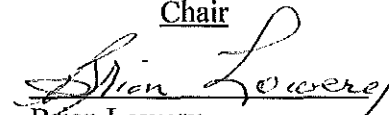
Next Regular meeting: April 26th, 2016 @ 7:30 pm.

Mark moved for adjournment at 8:05 pm.

Secretary


Tracy Weinrauch

Chair


Brian Lowery

Library Manager's Report

Circulation for March was 2838 books, 25 children's audios & kits, 34 Blu-rays, 851 DVDs, 124 talking books, 108 CD's, 290 magazines, 9 games and 315 Overdrive checkouts.

MARCH STATS

	<u>ADULT</u>	<u>CHILD</u>	<u>A/V</u>	<u>PERIODICALS</u>	<u>TOTAL</u>	<u>TO DATE</u>	<u>OVERDRIVE</u>
2016	1698	1140	1151	290	4279	12055	315
2015	1594	1523	884	332	4333	11785	251
						270	64

COMPUTER USAGE

March had 618 half hour sessions (An average of 21 per day) and 351 Wi-Fi sessions.

As of April 22nd, 2016 we have taken in \$1069.60 in membership fees.

The Rise video conference on Fire Management at Waterton Lakes National Park was well attended with 4 people from the community.

We are starting preparations for the Summer Reading Program. Early bird registration runs May 24th – June 5th. We have a quarter page ad in the MH News summer program guide, I.F Cox and Margaret Wooding have both been sent the ad to be included in their May newsletters.

David Winzer had another outburst with me about the noise in the library. With staff members starting to worry about being in the library alone with him I called the RCMP to ask for any suggestions on how to handle the situation. They offered to tell him he is not allowed in the library and after having that discussion with him, they called me to tell me that we should not have any more difficulty with David in the library and if we do we can call them to come mediate the situation. Although this is not a formal ban from the library it will be hard to enforce but David has not been back since that incident. Rod, Carol, and I were all on duty that day and have written documentation of what happened. We also have several other written statements from staff on the previous occasions in which he was confrontational with them.

I will be gone from May 2nd – 6th for the Community Adult Learning Program Training in Calgary. This training will include certified training on two new literacy programs put on by Family Literacy.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: May 9, 2016

PROPOSED BY: Director of Planning & Engineering / Manager of Legislative & Land Services

TOPIC: Bylaw 1829/2016 - Offsite Levy Bylaw

PROPOSAL: To adopt an Offsite Levy Bylaw.

BACKGROUND:

Redcliff Town Council gave first reading to Bylaw 1829/2016, Off-site Levy Bylaw on April 11, 2016. Further, Redcliff Town Council directed that a non-statutory public hearing be scheduled during the regular Council meeting on May 9, 2016.

The Bylaw has been amended to reference the most current version of the Corvus Report.

The Bylaw does not deal with implementation and development of a policy and procedure is required to outline decision criteria (thresholds), policy choices, and procedures pertaining to:

- When to assess the Bylaw, (i.e. development, subdivision, intensification of use, etc.)
- Collection processes.
- Exemptions.
- Deferment of assessed levies,
- Installment payment processes.
- Deferred payment indemnifications.
- Infrastructure front-ending.
- Guaranteed repayments and repayment priorities.

POLICY/LEGISLATION:

Excerpt from Bylaw 1804/2015, Procedural Bylaw

77. On the advice of Administration, and/or should the Council deem it appropriate, a NonStatutory Public Hearing may be held at a date, time and place approved by Council resolution.
78. The procedures for the conduct of a non-statutory public hearing shall be the same as those for a statutory public hearing.

Excerpt from Municipal Government Act

Off-site levy

- 648 (1) For the purposes referred to in subsection (2), a council may by bylaw
- (a) provide for the imposition and payment of a levy, to be known as an "off-site levy", in respect of land that is to be developed or subdivided, and

- (b) authorize an agreement to be entered into in respect of the payment of the levy.
- (2) An off-site levy may be used only to pay for all or part of the capital cost of any or all of the following:
 - (a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
 - (b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
 - (c) new or expanded storm sewer drainage facilities;
 - (c.1) new or expanded roads required for or impacted by a subdivision or development;
 - (d) land required for or in connection with any facilities described in clauses (a) to (c.1).
- (3) On September 1, 1995 an off-site levy under the former Act continues as an off-site levy under this Part.
- (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).
- (4.1) Nothing in subsection (4) prohibits the collection of an offsite levy by instalments or otherwise over time.
- (5) An off-site levy collected under this section, and any interest earned from the investment of the levy,
 - (a) must be accounted for separately from other levies collected under this section, and
 - (b) must be used only for the specific purpose described in subsection (2)(a) to (c.1) for which it is collected or for the land required for or in connection with that purpose.
- (6) A bylaw under subsection (1) must be advertised in accordance with section 606 unless
 - (a) the bylaw is passed before January 1, 2004, or
 - (b) the bylaw is passed on or after January 1, 2004 but at least one reading was given to the proposed bylaw before that date.
- (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 effective from the date the fee or charge was imposed.

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

Levy bylaws

649 A bylaw that authorizes a redevelopment levy or an off-site levy must set out the purpose of each levy and indicate how the amount of the levy was determined.

RSA 2000 cM-26 s649;2015 c8 s68

Requirements for advertising

- 606 (1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.
- (2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be
- (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
 - (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held.
- (3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.
- (4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.
- (5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.
- (6) A notice must contain
- (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,
 - (b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected,
 - (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and
 - (d) in the case of a meeting or public hearing, the date, time and place where it will be held.
- (7) A certificate of a designated officer certifying that something has been advertised in accordance with this section is proof, in the absence of evidence to the contrary, of the matters set out in the certificate.
- (8) The certificate is admissible in evidence without proof of the appointment or signature of the person who signed the certificate.

1994 cM-26.1 s606

STRATEGIC PRIORITIES:

Adoption of an Offsite Levy Bylaw is not identified as a priority in the Municipality's Strategic Priorities.

ATTACHMENTS:

- Proposed Bylaw 1829/2016, Off-site Levy Bylaw.

OPTIONS:

1. To give second reading to Bylaw 1829/2016, Off-site Levy Bylaw, and to direct the Administration to:
 - a. draft the Off-site Levy Policy,
 - b. consult with the development industry on the Policy and the Bylaw,
 - c. when the Draft Policy is ready, present the Bylaw to Council for third reading with the Draft Policy.
2. To direct the Administration to:
 - a. draft the Off-site Levy Policy,
 - b. consult with the development industry on the Policy and the Bylaw,
 - c. when the Draft Policy is ready, present the Bylaw to Council for second and third reading with the Draft Policy.
3. To give second and third reading to Bylaw 1829/2016, Off-site Levy Bylaw.

RECOMMENDATION:

Option 1.

SUGGESTED MOTION(S):

1. i) Councillor _____ moved that Bylaw 1829/2016, Off-site Levy Bylaw, be given second reading.

ii) Councillor _____ moved to direct Administration to:
 - a. draft the Off-site Levy Policy,
 - b. consult with the development industry on the Policy and the Bylaw,
 - c. when the Draft Policy is ready, present the Bylaw to Council for third reading with the Draft Policy.
2. Councillor _____ moved to direct Administration to:
 - a. draft the Off-site Levy Policy,
 - b. consult with the development industry on the Policy and the Bylaw,
 - c. when the Draft Policy is ready, present the Bylaw to Council for second and third reading with the Draft Policy.
3. i) Councillor _____ moved that Bylaw 1829/2016, Off-site Levy Bylaw, be given second reading.

ii) Councillor _____ moved that Bylaw 1829/2016, Off-site Levy Bylaw be given third reading.

SUBMITTED BY:


Department Head


Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2016.

**TOWN OF REDCLIFF
BYLAW NO. 1829/2016**

**A BYLAW OF THE TOWN OF REDCLIFF, IN THE PROVINCE OF ALBERTA, TO
ESTABLISH OFF-SITE LEVIES FOR LAND THAT IS TO BE SUBDIVIDED OR DEVELOPED
WITHIN THE TOWN OF REDCLIFF**

WHEREAS:

- A. Section 648 of the *Municipal Government Act* allows Council to pass a bylaw for the imposition and payment of off-site levies in respect of land that is to be developed or subdivided;
- B. Town Council deems it necessary and expedient to collect Off-Site Levies to pay for the capital cost of infrastructure required to service the growth of the Town;
- C. The Town has engaged in consultation with landowners and representatives of the development industry to address and define existing and future infrastructure required for growth of the Town and the allocation of the capital costs of such infrastructure;
- D. Town Council has received the Report, which set out a fair and equitable calculation of Off-Site Levies in accordance with the *Municipal Government Act* and the Off-Site Levy Regulation;
- E. Town Council has advertised its intention to consider the enactment of this Bylaw pursuant to the requirements of the *Municipal Government Act*;

NOW THEREFORE, Council duly assembled, enacts as follows:

1. Name of Bylaw

This Bylaw shall be known and referred to as the "Off-Site Levy Bylaw".

2. Definitions

The following terms shall have the following meanings in this Bylaw:

- (a) "Bylaw" means this off-site levy bylaw;
- (b) "Chief Administrative Officer" means the chief administrative officer for the Town, regardless of the specific title that may be conferred on that officer from time to time;
- (c) "Council" means the council for the Town;
- (d) "Developable Land" means all land contained within the Net Development Area:
 - (i) upon which Development is to take place after the date of enactment of this Bylaw; or

- (ii) for which Subdivision approval is obtained after the date of enactment of this Bylaw;
- excluding all Existing Developed Land;
- (e) “Development” means “development” as defined in the *Municipal Government Act*;
- (f) “Development Agreement” means “development agreement” as referred to in the *Municipal Government Act*;
- (g) “Existing Developed Land” means land that has been subject to Development or a Subdivision prior to the date of passing of this Bylaw, and in respect of which off-site levies for the same kind of infrastructure have been paid;
- (h) “ICF” means the Infrastructure Capacity Fee imposed by the Town pursuant to the ICF Policy;
- (i) “ICF Infrastructure” means those infrastructure components and projects referred to in Part A10 of the Report to be paid for in whole or in part by the ICF in accordance with the ICF Policy;
- (j) “ICF Policy” means Town Policy #100(2012), as amended or replaced from time to time;
- (k) “Lot” means “lot” as defined in the *Municipal Government Act*;
- (l) “*Municipal Government Act*” means the *Municipal Government Act*, RSA 2000, c. M 26, as amended or repealed and replaced from time to time;
- (m) “Net Development Area” means all lands contained within the Offsite Levy Area less:
 - (i) environmental reserve;
 - (ii) school reserve;
 - (iii) municipal reserve; or
 - (iv) arterial road right of way.
- (n) “Off-Site Infrastructure” means those components and projects referred to in the Report, in relation to water facilities, sanitary sewer facilities, stormwater drainage facilities, roads and related transportation infrastructure to be paid for in whole or in part by Off-Site Levies under the Bylaw;
- (o) “Off-Site Levies” means the off-site levies imposed pursuant to this Bylaw;
- (p) “Offsite Levy Area” includes the area of land within the municipal boundaries of the Town identified in Schedule “A” to this Bylaw;

- (q) “Off-Site Levy Regulation” means the Principles and Criteria for Off-Site Levies Regulation, Alta. Reg. 46/2004, as amended or repealed and replaced from time to time;
- (r) “Report” means the Town of Redcliff Off-Site Levy Review, ~~November 1, 2015~~ March 23, 2016, prepared by Corvus Business Advisors, attached as Schedule “B” to this Bylaw;
- (s) “Subdivision” means “subdivision” as defined in the *Municipal Government Act*;
- (t) “Town” means the Town of Redcliff.

3. Object of Levy

The object of the Offsite Levies is to provide funds to pay for all or part of the capital costs of the Off Site Infrastructure required for growth. The Town wishes to facilitate growth of the community by providing offsite transportation, water, sanitary and stormwater infrastructure that meets the needs of development and also ensure that accompanying charges are fair and equitable, comply with legislative and regulatory requirements and recover the cost of the infrastructure in order to ensure a financially sustainable community.

4. Imposition of Levy

- (a) The Off-Site Levies are hereby established and imposed in respect of all Developable Land on the basis set out in the Report.
- (b) The amount of the Off-Site Levies imposed is as calculated in the Report.
- (c) The Off-Site Levies will be assessed on all Developable Land on a per hectare basis.
- (d) Unless otherwise agreed, payment of Off-Site Levies imposed under this Bylaw is due:
 - (i) in the case of Subdivision, at or prior to plan endorsement; and
 - (ii) in the case of Development, at or prior to the issuance of the development permit.

5. Authority of the Chief administrative Officer

- (a) The Chief Administrative Officer is delegated the authority to enforce and administer this Bylaw, including, but not limited to the authority to:
 - (i) enter into Development Agreements on behalf of the Town with respect to, among other things, the collection of Off-Site Levies;
 - (ii) defer or waive collection of Off-Site Levies imposed pursuant to this Bylaw; and

(iii) require security for payment of any deferred levies.

(b) The Chief Administrative Officer may delegate the authority to enforce and administer this Bylaw.

6. Development Agreement

(a) Council may, from time to time adopt policies or guidelines for the assistance and direction of the Chief Administrative Officer in determining which Development and Subdivision applications require a Development Agreement.

(b) Where it is determined that a Development Agreement is appropriate for any application for Development or Subdivision, the developer or the owner, as the case may be, shall enter into a Development Agreement with the Town that provides for the payment of Off-Site Levies in accordance with this Bylaw.

(c) Deferral of Off-Site Levies, shall require a Development Agreement that includes the requirement of security for the payment of such deferred levies.

7. Annual Report

On or before December 31 in each calendar year, the Chief Administrative Officer shall provide an annual report to Council regarding the Off-Site Levies imposed under this Bylaw, including:

(a) Off-Site Infrastructure constructed during the previous calendar year;

(b) Construction costs of Off-Site Infrastructure constructed in the previous calendar year;

(c) Estimated construction costs for Off-Site Infrastructure yet to be constructed and an explanation as to any adjustments to the estimates since the previous annual report;

(d) Amount collected in Off-site Levies; and

(e) Specifics of total value of Off-site Levies being held by Town and yet to be expended on Off-Site Infrastructure, interest earned and commitments for future expenditures of such monies.

8. Accounting

All funds collected pursuant to this Bylaw shall be accounted for in a special fund for each category of infrastructure and expended only as permitted under the *Municipal Government Act*.

9. Review

The Town shall review the rates for Off-Site Levies annually and, if required, shall amend this Bylaw accordingly to update the rates for Off-Site Levies.

10. Transition

The ICF Policy shall continue to apply to the ICF Infrastructure as identified in the Report as if this Bylaw had not been enacted.

11. General

(a) Nothing in this Bylaw precludes the Town from:

- (i) imposing further or different levies, duly enacted by bylaw, on any portion of the Developable Lands in respect of which the Town has not collected Off-Site Levies;
- (ii) deferring collection of Off-Site Levies on any portion of Developable Lands, including requiring security for payment of such deferred levies; or
- (iii) reducing or forgiving payment of the Off-Site Levies required pursuant to this Bylaw, or otherwise providing for credits for other Off-Site Infrastructure or oversize infrastructure constructed by a developer in calculating and/or collecting the Off-Site Levies that become payable pursuant to this Bylaw.

(b) In the event that any provision of this Bylaw is declared invalid or void by any Court having competent jurisdiction, then such invalid or void provision shall be severed from the Bylaw and the remaining provisions of the Bylaw shall be maintained and deemed valid.

12. Execution

This Bylaw shall take effect and come into force effective after final reading and signature thereof by the Chief Elected Official and Manager of Legislative and Land Services, or their authorized delegates.

FIRST READING passed in open Council duly assembled in the Town of Redcliff, in the Province of Alberta, this 11th day of April, 2016.

NON-STATUTORY PUBLIC HEARING held in Open Council duly assembled in the Town of Redcliff, in the Province of Alberta, this ____ day of _____, 2016.

SECOND READING passed in open Council duly assembled in the Town of Redcliff, in the Province of Alberta, this ____ day of _____, 2016.

THIRD AND FINAL READING passed in open Council duly assembled in the Town of Redcliff, in the Province of Alberta, this ____ day of _____, 2016.

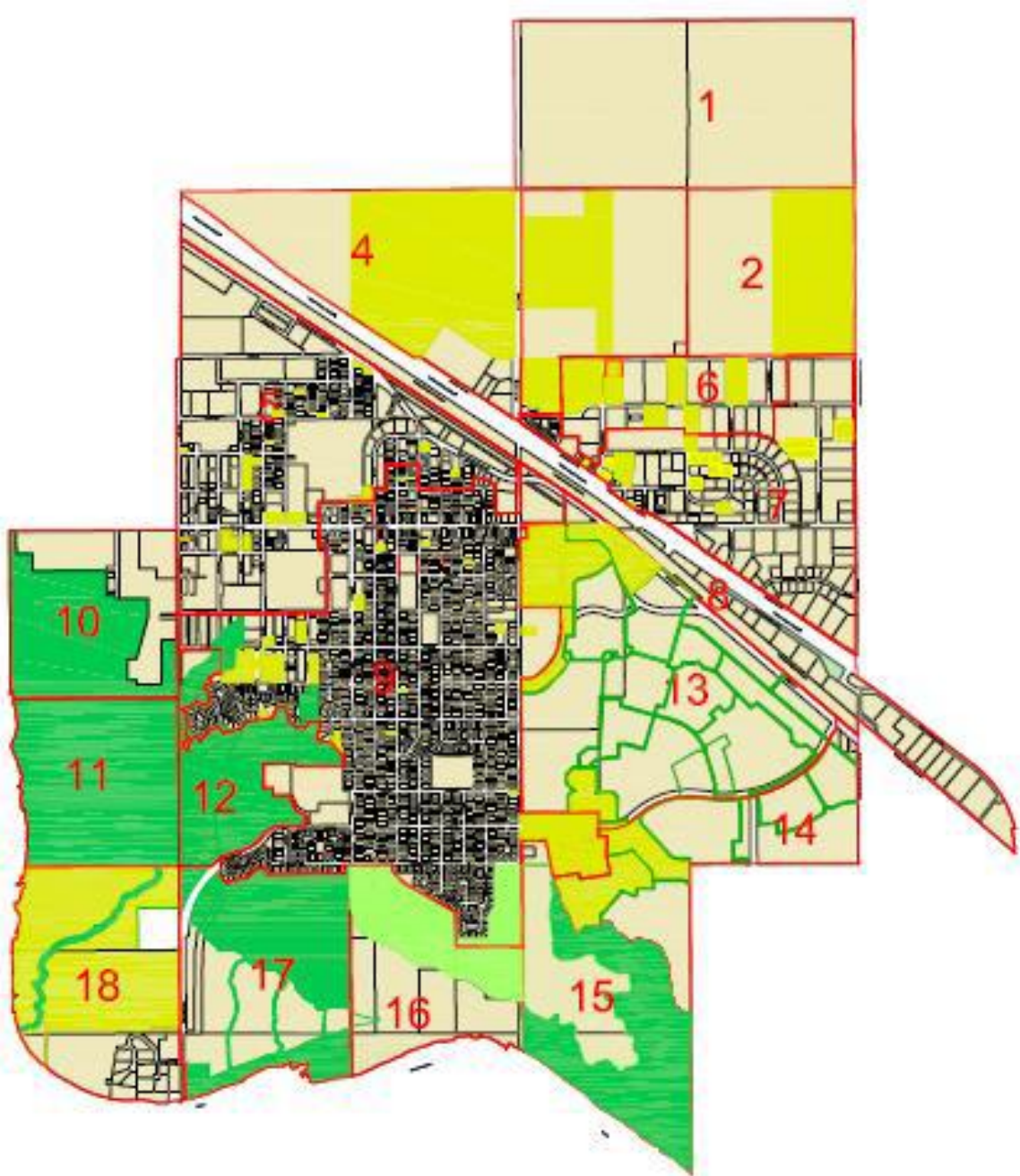
Mayor

Manager of Legislative & Land Services

SCHEDULE A

Map of Developable Lands

Offsite Levy Areas



SCHEDULE B



Town of Redcliff: Offsite Levy Review

March 23rd 2016

Prepared by:

Greg Weiss, President
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www.corvusbusinessadvisors.com

This document has been prepared by CORVUS Business Advisors for the sole purpose and exclusive use of the Town of Redcliff.

March 23rd, 2016

Arlos Crofts, Municipal Manager
Town of Redcliff
Box 40
#1 – 3rd Street NE
Redcliff, Alberta T0J 2P0

RE: Town of Redcliff Offsite Levy Review

Arlos:

Enclosed is our final report for the offsite levy review project. If you have any questions do not hesitate to contact me.

Yours truly,

A handwritten signature in dark ink, appearing to read "Greg Weiss", followed by a long horizontal line.

Greg Weiss
President

1 DOCUMENT INFORMATION

Version		
Number	Revision Date	Summary of Changes and Author
1.0	August 24 th , 2015	DRAFT: Created by CORVUS Business Advisors.
2.0	September 8 th , 2015	DRAFT: Reviewed by Administration
3.0	November 1 st , 2015	FINAL: Reviewed by Council
4.0	February 6 th , 2016	FINAL: Reviewed by Town's Legal Advisor
5.0	March 23 rd , 2016	FINAL: Final Edits from Administration

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3 INTRODUCTION

3.1 Introduction

The Town wishes to facilitate growth of the community by providing offsite transportation, water, sanitary, and stormwater infrastructure that meets the needs of development, and also ensure that accompanying charges are fair and equitable, comply with legislative and regulatory requirements, and recover the cost of the infrastructure in order to ensure a financially sustainable community.

In 2004 the Town established an Infrastructure Capacity Fee policy (ICF) to allocate the cost of transportation, water, sanitary, and stormwater offsite infrastructure to benefiting parties in 3 basins: (1) Eastside Area, (2) Westside Areas (A and B), and (3) Infill / Existing Development Area.

In April 2015 the Town of Redcliff retained the CORVUS Business Advisors Team to assist in establishing an offsite levy bylaw. CORVUS Business Advisors is establishing the rates, and legal sub-contractor Kennedy Agrios LLP is establishing the bylaw. As part of this project, the Town is implementing the CORVUS offsite levy model for managing rates ongoing. Where possible, this project will facilitate the transition of ICF related infrastructure to the offsite bylaw.

This report outlines the methodology and information used in establishing transportation, water, sanitary, and stormwater offsite levy rates for Town of Redcliff.

3.2 Methodology

The Town of Redcliff recently updated various infrastructure master plans. As a part of this offsite levy review, Town staff and their engineering advisors reviewed existing infrastructure plans and new master plans and identified offsite projects for transportation, water, sanitary, and stormwater infrastructure including in-progress projects and future projects required to support growth¹. Some of these projects were included in the previous ICF policy and will be transitioned to the new bylaw (discussed in Appendix A). The Town's engineering staff identified the benefiting areas of each project using the offsite areas identified in this report. The Town's engineering staff also determined the benefit of each project to existing development and future development using a ratio of gross area developed to gross area undeveloped.

Support provided by CORVUS Business Advisors included:

- Reconciliation of ICF project costs, fees, front-ending balances, and reserve balances.
- Transition of certain ICF projects, and associated fees and reserve balances to the new offsite levy bylaw.

¹ It is not within CORVUS' scope of work to review/assess master plans. Offsite projects are identified by municipal engineering staff and/or their engineering advisors.

- Provision of the most current CORVUS offsite levy model, including configuration, priming, and data loading.
- Facilitation of a workshop to determine offsite levy area boundaries.
- Incorporation of offsite levy area measurements and land development forecasts (provided by Town staff).
- Incorporation of infrastructure costs and allocated percentages (provided by the Town's engineering advisors and Town staff).
- Incorporation of ICF receipts collected by the Town up to the cut-off date (provided by Town staff). A cut-off date of December 31st, 2014 was established. This date coincides with the Town's most recent year-end when the project commenced. Project expenditures for completed and in-progress projects, related ICF receipts etc. were gathered as "actuals" from the Town's financial records up to the cut-off date. Beyond the cut-off date, all financial details are estimates. When the Town completes its next rate update, information from January 1st, 2015 up to the new cut-off period will be converted from estimates to actuals.
- Establishment of offsite levy reserve opening balances including front-ending balances (amounts owed by future development to the Town for construction of infrastructure on behalf of future development).
- Development of transportation, water, sanitary, and stormwater offsite levy rates for the Town's offsite levy areas, using information and data provided by the Town and its engineering advisors.
- Presentation of offsite levy rates and background information to Administration and Council.

4 KEY FINDINGS

Key findings pertaining to the establishment of Town offsite levy rates are as follows:

- A reconciliation of ICF projects, costs, fees collected, reserve balances, and transfers to the offsite levy bylaw is provided in Appendix A. This reconciliation is important because certain ICF projects are being transferred to the offsite levy bylaw. Related fees, front-ending balances, etc. also need to be transferred.
- Historical ICF rates were based, in part, on offsite infrastructure net costs of approximately \$32.34 million. During this review, as part of the transition, ICF projects costs were updated. ICF net costs have increased significantly to approximately **\$63.12 million**. The updated cost of ICF projects does not include other planned offsite infrastructure identified in the Town's current transportation, water, sanitary, and stormwater master plans, which is also being added to the offsite levy rate calculation model. An increase in infrastructure costs puts upward pressure on offsite levy rates.
- Offsite infrastructure costs to be included in the offsite levy bylaw totals approximately **\$83.64 million**. These costs include ICF projects transferred to the offsite levy bylaw as well as new projects extracted from the Town's current master

plans. An overview of offsite infrastructure costs is provided in Appendices C-1, D-1, E-1, and F-1.

Offsite infrastructure costs are always reduced by special ear-marked grants and development contributions. An overview of grants and contributions and resulting net costs is provided in Appendices C-2, D-2, E-2, and F-2.

That portion of cost which is allocated to future development versus existing development and other allocations is provided in Appendices C-3/C-4, D-3/D-4, E-3/E-4, and F-3/F-4.

A complete summary of offsite infrastructure net cost “flow-throughs” is provided in Appendices C-5, D-5, E-5, and F-5

An overview of offsite infrastructure benefitting areas is provided in C-6, D-6, E-6, and F-6.

- From 2004 when the ICF policy was established, to the cut-off date (December 31st, 2014) the Town collected approximately **\$1.51 million** in ICF fees in the Eastside and Infill Areas (there were no fees collected in the Westside Area). Collections associated with projects being transitioned to the Offsite Levy Bylaw have been incorporated into the offsite levy rate model reducing the overall cost borne by developers. The collection of offsite levy receipts brings downward relief to offsite levy rates.

A reconciliation of ICF projects, costs, fees collected, reserve balances, and transfers to the offsite levy bylaw is provided in Appendix A.

- Front-ending balances represent monies owed by future development to the Town for construction of infrastructure undertaken by the Town on behalf of future development. During this review, ICF front-ending balances were determined to reflect construction undertaken by the Town on behalf of future development up to the new cut-off date. ICF front-ending balances are approximately **\$5.83 million** as at December 31st, 2014, of which a portion will be transferred to the offsite levy bylaw. An increase in front-ending amounts puts upward pressure on offsite levy rates.

The reconciliation of ICF front-ending balances is provided in Appendix A-7/A-8. Note, the Town has not accounted for front-ending balances in reserve balances, financial statements, or internal documentation. This is discussed further in Section 6.

- A complete reconciliation of all ICF project costs, collections, front-ending balances, and reserve balances being transferred to the offsite levy bylaw, as well as those remaining within the ICF policy is provided in Appendix A-10.
- Offsite levy rates are forecast using a rolling 25-year review period. During this review, a cut-off date of December 31st, 2014 was established, and so the review period stems from **2015 to 2039**. Costs that benefit development prior to and within the review period are included in rates. Costs that benefit development beyond the review period (called financial “oversizing”) are excluded from rates. In future years, when rates are updated and the rolling 25-year period moves further out, development costs beyond 2039 will gradually find their way into rates.

- The Town is parsed into several offsite levy areas. The area boundaries, numbering schema, and area measurements are described in Appendix B along with an offsite levy map.
- To calculate offsite levy rates, it is necessary to forecast the amount of land that will develop during the 25-year review period. Land development forms the denominator of the rate calculation. A larger denominator reduces rates, but could potentially result in under-collection and an increased burden for tax payers. A smaller denominator increases rates, but could potentially result in over-collection and an increased burden for future development. Accordingly, land development forecasts need to be (a) reasonable, and (b) updated annually to reflect the changing pace of development in the community.

For this review, the Town is estimating development of approximately **262 ha.** over the 25-year review period (approximately 10.5 ha. per year on average). The land development forecast is shown in Appendix B.

- Town staff have advised that all ICF fees collected up to the cut-off date were either used to finance previous ICF project expenditures or were transferred to the Land Development Reserve in 2011. A reconciliation of ICF reserve balances is shown in Appendix A-8, and transfers to the offsite levy bylaw are shown in Appendix A-9. A pay-down of front-ending balances brings downward relief to offsite levy rates.

The MGA requires that the Town create 4 offsite levy reserves (or accounts)—one for each infrastructure type. Moving forward, offsite levy fees collected from developers should be deposited into these reserves/accounts first, and then withdrawn at year-end to pay down front-ending balances if warranted. This is discussed further below in Section 6.

An overview of each offsite levy reserve/account opening balance is shown in Appendices C-7, D-7, E-7, and F-7.

- Offsite levy reserves/accounts are impacted by interest. When reserves/accounts are in a positive balance they earn interest (as required by the MGA). When reserves/accounts are in a negative position, this indicates that front-ending is being undertaken on behalf of the reserve/account. Front-ending parties are eligible for interest on their balances. As such, reserves/accounts are charged interest when in a negative position.

During rate updates, interest rates should be amended to reflect the economic realities of the day.

An overview of reserve/account interest rates is shown in Appendices C-8, D-8, E-9, and F-8.

5 RATES

The weighted average offsite levy rate is \$109,205 per net hectare as shown in tables below. Though this is a substantive increase from current ICF rates, it is important to remember that current ICF rates are out-of-date and do not reflect the full cost of all projects that were outlined in the 2012 policy. These new offsite levy rates are similar to most

municipalities of similar size in Alberta (an overview of benchmarks is provided in Appendix G). Most importantly, these rates reflect the actual cost of infrastructure required to facilitate development in the Town of Redcliff.

High, Low, & Weighted Average*

	Transportation Charges (per Ha)	Water Charges (per Ha)	Sanitary Charges (per Ha)	Storm Charges (Per Ha)	Total
High	\$ 34,521	\$ 44,417	\$ 51,882	\$ 77,717	\$ 208,538
Low	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
Weighted Average	\$ 34,521	\$ 44,417	\$ 15,271	\$ 14,996	\$ 109,205

**Note, highs, lows, and weighted averages are shown for information purposes only. Developers always pay the rate specific to the offsite levy area within which they are developing.*

Specific Rates by Area

Area Ref. #	Transportation Charges	Water Charges	Sanitary Charges	Storm Charges	Total
1	\$ 34,521	\$ 44,417	\$ 7,212	\$ 3,851	\$ 90,001
2	\$ 34,521	\$ 44,417	\$ 7,212	\$ 3,851	\$ 90,001
3	\$ 34,521	\$ 44,417	\$ 10,697	\$ 11,597	\$ 101,232
4	\$ 34,521	\$ 44,417	\$ 10,697	\$ 11,597	\$ 101,232
5	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
6	\$ 34,521	\$ 44,417	\$ 7,212	\$ 3,851	\$ 90,001
7	\$ 34,521	\$ 44,417	\$ 7,212	\$ -	\$ 86,150
8	\$ 34,521	\$ 44,417	\$ 7,212	\$ -	\$ 86,150
9	\$ 34,521	\$ 44,417	\$ 15,445	\$ -	\$ 94,383
10	\$ 34,521	\$ 44,417	\$ 15,445	\$ -	\$ 94,383
11	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
12	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
13	\$ 34,521	\$ 44,417	\$ 51,882	\$ 77,717	\$ 208,538
14	\$ 34,521	\$ 44,417	\$ 15,445	\$ 53,945	\$ 148,328
15	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
16	\$ 34,521	\$ 44,417	\$ -	\$ -	\$ 78,938
17	\$ 34,521	\$ 44,417	\$ 15,445	\$ -	\$ 94,383
18	\$ 34,521	\$ 44,417	\$ 15,445	\$ -	\$ 94,383

6 RECOMMENDATIONS

In addition to implementation of the rate framework shown in Section 5, CORVUS recommends the following:

1. Ensure the bylaw reflects the requirement for an annual update of offsite levy rates and delivery of an annual update report to Council. In addition to enabling compliance with MGA requirements, regular updates ensure offsite levy rates do not “decay”, and Council is apprised regularly of the status of changes, reserves balances, etc.

2. Establish 4 separate offsite levy reserves/accounts as required by the MGA—one for each infrastructure type.
3. Establish sub-ledgers for each reserve/account to track amounts owed to front-ending parties (the Town is already a front-ending party, but other developers may become front-ending parties in the future).
4. Update offsite levy reserve/account balances annually (and financial statements, and other internal documentation) to reflect the true balance, including front-ending.
5. Update ICF policy and associated rates to reflect the project reconciliation contained within this report, ICF cost updates, fee collections etc.
6. Amend ICF reserve balances (and financial statements, and other internal documentation) to reflect the true balance of ICF reserves, including \$5.83 million of front-ending currently unaccounted for (\$2.53 million of front-ending after transfer of various ICF projects to the offsite levy bylaw, and \$2.40 million after withdrawal of remaining reserve funds).
7. Develop an offsite levy policy framework to aide in effective implementation of the bylaw.
8. Develop an offsite levy procedures guide to assist staff with day-to-day interaction with offsite levies—for example, a clear and transparent method of offsite levy invoicing, collection, etc.
9. Undertake a water and sewer utility rates review to enable sustainable funding of the Town's share of offsite infrastructure projects. The last rate review should be brought current and in alignment with current master plans, offsite levy financing, etc.
10. Implement a long term financial sustainability assessment model that provides Council with confidence that the Town is on a financially sustainable path, contains reasonable tax impacts, and includes the impact of the Town's share of various development costs plus any front-ending that will be required on behalf of various offsite levy reserves.
11. Recent changes to the MGA will enable municipalities to charge separately for offsite levies (i.e., transportation vs. water vs. sewer). Accordingly, the Town should maintain accurate records to reflect which properties pay which offsite levies, and build this into the procedures guide discussed above.

7 ACKNOWLEDGEMENTS

CORVUS Business Advisors would like to thank all Town of Redcliff staff from Engineering, Planning, and Finance, who supported the work of this review.

8 DISCLAIMER

CORVUS Business Advisor has relied upon Town of Redcliff and its engineering advisors to provide all of the data and information used to construct the offsite levy model and create the rates, such as planning data and assumptions, development forecasts and assumptions,

infrastructure costs and costs estimates, allocations to benefitting parties, allocation to benefitting areas, and other assumptions etc. As such, CORVUS Business Advisors makes no guarantee as to the accuracy of the input data and information provided by these groups or the results that stem from this data and information.

Offsite levy rates are not intended to stay static; they are based upon educated assumptions and the best available information of the day. Planning assumptions, cost estimates etc. can change each year. Accordingly, the Municipal Government Act requires that offsite levy rates be updated with the most available information on a regular basis (usually annually). When information changes, it will be reflected in a future update, and rates adjusted accordingly.

APPENDIX A: ICF Reconciliation and Transition

A1. Introduction

In 2004 the Town established an Infrastructure Capacity Fee policy (ICF) to allocate the cost of transportation, water, sanitary, and stormwater offsite infrastructure to benefiting parties in 3 basins: (1) Eastside Area, (2) Westside Areas (A and B), and (3) Infill / Existing Development Area. Since 2004, the ICF project list and associated costs have been updated, most recently in 2012. As many of these projects will become part of the new offsite levy bylaw, a reconciliation of ICF projects, costs, fees and collections, and reserve balance is required. This section describes the current status of these ICF projects and the nature of costs, fees etc. being transferred to the offsite levy bylaw.

A2. ICF Projects and Costs

In 2012 when the ICF was last updated, it comprised 19 projects totaling approximately \$32.34 million in net cost after various reductions and grants as shown in the table below.

ICF Projects and Net Costs

ICF Project	ICF Costs As Originally Estimated By Town			
	Gross Cost Est	Reductions	Grant Est.	Net Cost
Water				
Treatment Plant	\$ 20,275,719	\$ 3,000,000	\$ 5,525,782	\$ 11,749,937
9th Ave SE Waterline	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000
5th Ave	\$ 800,000	\$ -	\$ -	\$ 800,000
Mitchell St.	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
Saamis Dr.	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000
Total Water	\$ 25,075,719	\$ 3,000,000	\$ 5,525,782	\$ 16,549,937
Sanitary				
Saamis Drive (Existing)	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
9th Ave Trunk (Upgrade)	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000
Main Trunk (East of Boundary)	\$ 4,000,000	\$ -	\$ -	\$ 4,000,000
Total Sanitary	\$ 6,500,000	\$ -	\$ -	\$ 6,500,000
Storm				
Forcemain to pond @ GC	\$ 700,000	\$ -	\$ -	\$ 700,000
Storm Ponds	\$ 1,300,000	\$ -	\$ -	\$ 1,300,000
9th Ave Storm Outfall	\$ 1,000,000	\$ 500,000	\$ -	\$ 500,000
Storm Pond Interconnections (3)	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Storm Master Drainage Plan	\$ 120,675	\$ 30,000		\$ 90,675
Lift Stations (2)	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
Total Storm	\$ 5,320,675	\$ 530,000	\$ -	\$ 4,790,675
Roads				
9th Ave	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000
5th Ave	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
5th Ave Signals	\$ 250,000	\$ -	\$ -	\$ 250,000
9th Ave Signals	\$ 250,000	\$ -	\$ -	\$ 250,000
Saamis (5th to 9th)	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
Total Roads	\$ 4,500,000	\$ -	\$ -	\$ 4,500,000
	\$ 41,396,394	\$ 3,530,000	\$ 5,525,782	\$ 32,340,612

For the most part, the ICF project costs shown were estimates, and accompanying rates within the ICF policy were established based on these cost estimates as follows:

- (1) Eastside Area – \$78,503 /hectare
- (2a) Westside North Area A – \$58,801 /hectare
- (2b) Westside North Area B – \$97,938 /hectare
- (3) Infill / Existing Development Areas – \$19,768 /hectare

A3. ICF Project Status and Clarification of Projects Being Transferred

At December 31st, 2014 (the cut-off date), some ICF projects were 'completed', some were 'in progress', and some were awaiting 'future' project start dates. The table below provides a summary of the status of each project.

For this offsite levy review, the status of each ICF project is important as the Municipal Government Act only allows for the inclusion of new or expanded offsite infrastructure. Those projects completed prior to the cut-off date are not "new" and, therefore, cannot be transferred to the offsite levy bylaw (highlighted in 'red'). For older completed ICF project, balances owing from future development will continue to be borne via future ICF collections.

'Future' projects may be transferred to the offsite levy and are highlighted in 'green' (their corresponding offsite levy project number is shown in the last column). Balances owing will be borne via future offsite levy collections.

There were two projects 'in-progress' at the cut-off date. They may be either transferred to the offsite levy or remain with the ICF. Storm project #6 is relatively small in size and will be completed relatively quickly. Accordingly, for ease of administration, the Town has opted to leave storm project #6 within the ICF. Balances owing from future development will continue to be borne via future ICF collections. On the other hand, water project #1 is a relatively large project. It will be transferred to the offsite levy. Balances owing will be borne via future offsite levy collections.

ICF Project Status and Transfer Project Number

ICF Project	Status	Transferred to Offsite Levy	Associated Offsite Levy Project Number
Water			
Treatment Plant	In Progress	Yes	Offsite Levy Project # W-1
9th Ave SE Waterline	Complete	No	
5th Ave	Future	Yes	Offsite Levy Project # W-6
Mitchell St.	Future	Yes	Offsite Levy Project # W-4
Saamis Dr.	Future	Yes	Offsite Levy Project # W-11
Sanitary			
Saamis Drive (Existing)	Complete	No	
9th Ave Trunk (Upgrade)	Future	Yes	Offsite Levy Project # S-2
Main Trunk (East of Boundary)	Future	Yes	Offsite Levy Project # S-5
Storm			
Forcemain to pond @ GC	Complete	No	
Storm Ponds	Complete	No	
9th Ave Storm Outfall	Complete	No	
Storm Pond Interconnections (3)	Future	Yes	Offsite Levy Project # St -5
Storm Master Drainage Plan	Complete	No	
Lift Stations (2)	In Progress	No	
Roads			
9th Ave	Future	Yes	Offsite Levy Project # R-1
5th Ave	Future	Yes	Offsite Levy Project # R-3
5th Ave Signals	Future	Yes	Offsite Levy Project # R-15
9th Ave Signals	Future	Yes	Offsite Levy Project # R-6
Saamis (5th to 9th)	Future	Yes	Offsite Levy Project # R-4

A4. ICF Benefitting Areas

When the ICF policy was established in 2004, and updated in subsequent years, projects costs were allocated to one or more benefitting basins, as shown in the table below. Areas highlighted in 'green' represent basins that benefit. Clarification of these benefitting basins is important in order to properly allocate ICF costs to areas, and allocate fees collected since 2004.

ICF Benefitting Basins for Each Projects

ICF Project	Benefiting ICF Areas		
	East Side	Westside	Infill
Water			
Treatment Plant	Yes	Yes	Yes
9th Ave SE Waterline	Yes	No	No
5th Ave	Yes	No	No
Mitchell St.	Yes	No	No
Saamis Dr.	Yes	No	No
Sanitary			
Saamis Drive (Existing)	Yes	No	Yes
9th Ave Trunk (Upgrade)	Yes	No	No
Main Trunk (East of Boundary)	Yes	Yes	Yes
Storm			
Forcemain to pond @ GC	Yes	No	No
Storm Ponds	Yes	No	No
9th Ave Storm Outfall	Yes	No	No
Storm Pond Interconnections (3)	Yes	No	No
Storm Master Drainage Plan	Yes	No	No
Lift Stations (2)	Yes	No	No
Roads			
9th Ave	Yes	No	Yes
5th Ave	Yes	No	Yes
5th Ave Signals	Yes	No	Yes
9th Ave Signals	Yes	No	Yes
Saamis (5th to 9th)	Yes	No	Yes

A5. ICF Updated Project Costs

As part of this review, Town staff updated project costs to reflect (a) actual expenditures up to the cut-off date Dec 31, 2014, (b) financing charges (if any), and (c) updated cost estimates for work remaining. This section depicts updated costs for ICF projects because several of these projects will be transferred to the offsite levy bylaw.² The costs associated with all offsite levy projects (including ICF projects transferred) is shown in Appendices C, D, E and F.

As shown in the table below, ICF project costs have increased dramatically rising from approximately \$32.34 million (2012 estimates) to approximately \$63.12 million. This large increase stems primarily from the increase in cost associated with ICF water project #1 (Treatment Plant), and ICF sanitary project #3 (Main Trunk East of Boundary).

² In addition to the establishment of an offsite levy bylaw based on current cost estimates, it is recommended the Town consider updating ICF rates to reflect (a) updated ICF project costs, the impact of ICF fees collected, and the impact of transfer of certain ICF projects to the offsite levy bylaw.

Updated ICF Project Costs

ICF Project	Updated Costs				
	Actual Expenditures To Dec 31, 2014	Debenture Costs	Estimate of Remaining Work (From Dec 31, 2014)	Grants	Net Cost
Water					
Treatment Plant	\$9,395,794	\$2,563,642	\$10,961,077	\$6,300,000	\$16,620,512
9th Ave SE Waterline	\$800,626				\$800,626
5th Ave			\$312,000		\$312,000
Mitchell St.			\$1,266,770		\$1,266,770
Saamis Dr.			\$604,500		\$604,500
Total Water	\$10,196,420	\$2,563,642	\$13,144,347	\$6,300,000	\$19,604,408
Sanitary					
Saamis Drive (Existing)	\$867,686				\$867,686
9th Ave Trunk (Upgrade)			\$3,847,000		\$3,847,000
Main Trunk (East of Boundary)			\$25,461,418		\$25,461,418
Total Sanitary	\$867,686	\$0	\$29,308,418	\$0	\$30,176,104
Storm					
Forcemain to pond @ GC	\$73,342				\$73,342
Storm Ponds	\$2,090,794				\$2,090,794
9th Ave Storm Outfall	\$375,121				\$375,121
Storm Pond Interconnections (3)			\$1,200,000		\$1,200,000
Storm Master Drainage Plan	\$85,535				\$85,535
Lift Stations (2)	\$291,398		\$708,602		\$1,000,000
Total Storm	\$2,916,190	\$0	\$1,908,602	\$0	\$4,824,792
Roads					
9th Ave			\$3,356,043		\$3,356,043
5th Ave			\$2,263,363		\$2,263,363
5th Ave Signals			\$250,000		\$250,000
9th Ave Signals			\$221,278		\$221,278
Saamis (5th to 9th)			\$2,422,998		\$2,422,998
Total Roads	\$0	\$0	\$8,513,682	\$0	\$8,513,682
	\$13,980,295	\$2,563,642	\$52,875,049	\$6,300,000	\$63,118,985

A6. ICF Cost Allocations to Benefitting Areas

It is important to clarify how much ICF cost was allocated by the Town to future development in order to determine how much cost should be transferred to the new offsite levy bylaw.

Not all ICF project costs are borne by future development. A portion of cost was allocated by the Town to existing development. For the Eastside basin, the allocation percentages were outlined in the Town's 2012 ICF Policy. But the ICF Policy did not include percentages for the Westside (A and B) or Infill basins.³ Accordingly, it was necessary to "reverse engineer" Westside and Infill percentages using other available information.

For the Westside, a ratio of costs originally included in the Westside rate calculation to the total benefitting project costs in the basin was used to determine the allocation percentages, as shown in the table below.

³ The Town could not provide any documentation associated with ICF cost allocation percentages for the Westside (A and B) and Infill basins.

Determining Westside Allocation %

	Included in Original Westside ICF Rate Calculation	Original Cost of Benefiting Projects	Allocation %
Water	\$ 230,290.80	\$ 11,749,937	2.0%
Sanitary	\$ 199,099.43	\$ 4,000,000	5.0%

For the Infill basin, the only allocation % that was known pertained to Water project #1 (2.5% of Water project #1 was allocated to the Infill basin). Town staff indicated that ICF allocations were originally determined using a ratio of land in the benefiting areas. Accordingly, for the other ICF projects that benefit the Infill basin, the ratio of the Infill allocation to the Eastside allocation for Water project 1 was used to calculate the other project allocations, as shown in the table below.

Determining Infill Allocation %

	Infill Allocation %
Ratio of 2.5% to 46.5% as compared to 56.4%	3.0
Ratio of 2.5% to 46.5% as compared to 65%	3.5
Ratio of 2.5% to 46.5% as compared to 75%	4.0

Using the information contained in the 2012 ICF policy, as well as the details from the Westside and Infill basins that were “reverse engineered” above, the table below summarizes the percentage of cost allocated by the Town to benefitting basins. Of course, only those areas that benefit (highlighted in ‘green’) have an associated allocation %. Basins that do not benefit (highlighted in ‘red’) have no allocation.

ICF Allocation Percentages to Benefitting Areas

ICF Project	Benefiting ICF Areas			% of Cost Allocated to ICF Areas		
	East Side	Westside	Infill	East Side	Westside (Note 3)	Infill (Note 4)
Water						
Treatment Plant	Yes	Yes	Yes	46.5%	2.0%	2.5%
9th Ave SE Waterline	Yes	No	No	60.0%		
5th Ave	Yes	No	No	100.0%		
Mitchell St.	Yes	No	No	65.0%		
Saamis Dr.	Yes	No	No	100.0%		
Sanitary						
Saamis Drive (Existing)	Yes	No	Yes	56.4%		3.0%
9th Ave Trunk (Upgrade)	Yes	No	No	78.9%		
Main Trunk (East of Boundary)	Yes	Yes	Yes	46.5%	5.0%	2.5%
Storm						
Forcemain to pond @ GC	Yes	No	No	100.0%		
Storm Ponds	Yes	No	No	100.0%		
9th Ave Storm Outfall	Yes	No	No	100.0%		
Storm Pond Interconnections (3)	Yes	No	No	100.0%		
Storm Master Drainage Plan	Yes	No	No	100.0%		
Lift Stations (2)	Yes	No	No	100.0%		
Roads						
9th Ave	Yes	No	Yes	65.0%		3.5%
5th Ave	Yes	No	Yes	75.0%		4.0%
5th Ave Signals	Yes	No	Yes	75.0%		3.5%
9th Ave Signals	Yes	No	Yes	65.0%		3.5%
Saamis (5th to 9th)	Yes	No	Yes	65.0%		3.5%

*Only allocation % for future development are shown. The balance of project costs are borne by existing development.

The updated ICF cost allocations to future development, using the updated net costs, and various cost allocation percentages is shown in the table below. Of the \$63.12 million in ICF net costs, \$38.88 million is for the benefit of future development (\$35.90 million for Eastside, \$1.59 million for Westside, and \$1.39 million for Infill).

Updated Cost Allocations to Future Development

ICF Project	% of Cost Allocated to ICF Areas			ICF Cost Allocations		
	East Side	Westside (Note 3)	Infill (Note 4)	East Side	Westside	Infill
Water						
Treatment Plant	46.5%	2.0%	2.5%	\$7,720,299	\$325,751	\$415,513
9th Ave SE Waterline	60.0%			\$480,376	\$0	\$0
5th Ave	100.0%			\$312,000	\$0	\$0
Mitchell St.	65.0%			\$823,401	\$0	\$0
Saamis Dr.	100.0%			\$604,500	\$0	\$0
Total Water				\$9,940,575	\$325,751	\$415,513
Sanitary						
Saamis Drive (Existing)	56.4%		3.0%	\$489,796	\$0	\$26,291
9th Ave Trunk (Upgrade)	78.9%			\$3,036,263	\$0	\$0
Main Trunk (East of Boundary)	46.5%	5.0%	2.5%	\$11,826,938	\$1,267,338	\$636,535
Total Sanitary				\$15,352,997	\$1,267,338	\$662,826
Storm						
Forcemain to pond @ GC	100.0%			\$73,342	\$0	\$0
Storm Ponds	100.0%			\$2,090,794	\$0	\$0
9th Ave Storm Outfall	100.0%			\$375,121	\$0	\$0
Storm Pond Interconnections (3)	100.0%			\$1,200,000	\$0	\$0
Storm Master Drainage Plan	100.0%			\$85,535	\$0	\$0
Lift Stations (2)	100.0%			\$1,000,000	\$0	\$0
Total Storm				\$4,824,792	\$0	\$0
Roads						
9th Ave	65.0%		3.5%	\$2,181,428	\$0	\$117,126
5th Ave	75.0%		4.0%	\$1,697,523	\$0	\$91,214
5th Ave Signals	75.0%		3.5%	\$187,500	\$0	\$8,725
9th Ave Signals	65.0%		3.5%	\$143,830	\$0	\$7,723
Saamis (5th to 9th)	65.0%		3.5%	\$1,574,949	\$0	\$84,563
Total Roads				\$5,785,229	\$0	\$309,350
				\$35,903,593	\$1,593,089	\$1,387,689

A7. ICF Fees Collected

Prior to finalizing offsite levy rate calculations, it is necessary to reduce the net cost allocated to future development by the amount of fees collected up to the cut-off date. For this review, it is also necessary to clarify which ICF fees have been collected for which ICF projects because, for projects transferred to the offsite levy bylaw, the fees collected for those projects must also be transferred so that future development is not charged twice.

Up to December 31st, 2014, the Town collected \$1.51 million in ICF fees (approximately \$726,000 from the Eastside, and approximately \$784,000 from Infill areas), as shown in the table below. No ICF fees were collected from the Westside area (A and B).

The Town has detailed information indicating ICF fee collections for the Eastside area by project, but the Town does not have similar information for the Infill area—the Town only has documentation indicating total ICF fees collected in the Infill area. To allocate Infill ICF fees to specific projects, a ratio of Infill project cost to total costs in the Infill area was used. For example, if Project A had a total cost of \$2 allocated to the Infill area, and the Infill area had total costs of \$10, then 20% of the ICF fees collected were allocated to Project A.

ICF Fees Collected

ICF Project	ICF Fees Collected to Dec 31, 2014		
	East Side	Westside	Infill
Water			
Treatment Plant	\$190,869		\$234,717
9th Ave SE Waterline	\$31,474		
5th Ave	\$27,977		
Mitchell St.	\$22,731		
Saamis Dr.	\$52,457		
Total Water	\$325,508	\$0	\$234,717
Sanitary			
Saamis Drive (Existing)	\$19,741		\$14,851
9th Ave Trunk (Upgrade)	\$41,402		
Main Trunk (East of Boundary)	\$64,977		\$359,570
Total Sanitary	\$126,119	\$0	\$374,421
Storm			
Forcemain to pond @ GC	\$24,480		
Storm Ponds	\$45,463		
9th Ave Storm Outfall	\$17,486		
Storm Pond Interconnections (3)	\$41,965		
Storm Master Drainage Plan	\$3,171		
Lift Stations (2)	\$34,971		
Total Storm	\$167,535	\$0	\$0
Roads			
9th Ave	\$45,463		\$66,163
5th Ave	\$26,228		\$51,525
5th Ave Signals	\$6,557		\$4,928.63
9th Ave Signals	\$5,683		\$4,362
Saamis (5th to 9th)	\$22,731		\$47,768
Total Roads	\$106,662	\$0	\$174,747
	\$725,825	\$0	\$783,886

A8. Front-ending Balance

Front-ending represents the amount of financing provided to future development for their share of a project when ICF reserves/accounts are insufficient to fund current construction:

Front-ending = ((Total Expenditures – Eligible Grants) X % allocated to future development) – Withdrawals from ICF Reserve

The management of front-ending balances is vital because often it is the municipality that front-ends offsite infrastructure construction costs when (future development) reserves/accounts are inadequate to finance offsite projects. When the municipality is the front-ending party, these balances represent funds owed to tax payers by future development. The acknowledgement of these balances in municipal documentation (such as reserve/account balances and financial statements) is important—without these acknowledgements, tax payers have little financial or legal recourse.

As shown in the table below, approximately \$1.39 million has been withdrawn from the ICF reserve to finance ICF-related construction activities. To the benefit of the Town, CORVUS has located approximately \$5.83 million in front-ending as at December 31st, 2014. This front-ending balance is not currently acknowledged in any Town documents, financial statements or reserve/account balances. The Town is the only front-ending party—as such, the front-ending balance of \$5.83 million is owed entirely to the Town by future development.

ICF Reserve Withdrawals and Front-Ending Balances

ICF Project	Updated Costs					Withdrawals From ICF and Applied to ICF Expenditures			Front-ending Balance Owed To Town
	Actual Expenditures To Dec 31, 2014	Debenture Costs	Estimate of Remaining Work (From Dec 31, 2014)	Grants	Net Cost	1	2	Total	
Water									
Treatment Plant	\$9,395,794	\$2,563,642	\$10,961,077	\$6,300,000	\$16,620,512				\$3,303,066
9th Ave SE Waterline	\$800,626				\$800,626	\$33,047	\$610,000	\$643,047	-\$162,671
5th Ave			\$312,000		\$312,000				\$0
Mitchell St.			\$1,266,770		\$1,266,770				\$0
Saamis Dr.			\$604,500		\$604,500				\$0
Total Water	\$10,196,420	\$2,563,642	\$13,144,347	\$6,300,000	\$19,604,408	\$33,047	\$610,000	\$643,047	\$3,140,395
Sanitary									
Saamis Drive (Existing)	\$867,686				\$867,686				\$516,087
9th Ave Trunk (Upgrade)			\$3,847,000		\$3,847,000				\$0
Main Trunk (East of Boundary)			\$25,461,418		\$25,461,418				\$0
Total Sanitary	\$867,686	\$0	\$29,308,418	\$0	\$30,176,104	\$0	\$0	\$0	\$516,087
Storm									
Forcemain to pond @ GC	\$73,342				\$73,342				\$73,342
Storm Ponds	\$2,090,794				\$2,090,794	\$717,124	\$25,767	\$742,891	\$1,347,903
9th Ave Storm Outfall	\$375,121				\$375,121				\$375,121
Storm Pond Interconnections (3)			\$1,200,000		\$1,200,000				\$0
Storm Master Drainage Plan	\$85,535				\$85,535				\$85,535
Lift Stations (2)	\$291,398		\$708,602		\$1,000,000				\$291,398
Total Storm	\$2,916,190	\$0	\$1,908,602	\$0	\$4,824,792	\$717,124	\$25,767	\$742,891	\$2,173,299
Roads									
9th Ave			\$3,356,043		\$3,356,043				\$0
5th Ave			\$2,263,363		\$2,263,363				\$0
5th Ave Signals			\$250,000		\$250,000				\$0
9th Ave Signals			\$221,278		\$221,278				\$0
Saamis (5th to 9th)			\$2,422,998		\$2,422,998				\$0
Total Roads	\$0	\$0	\$8,513,682	\$0	\$8,513,682	\$0	\$0	\$0	\$0
	\$13,980,295	\$2,563,642	\$52,875,049	\$6,300,000	\$63,118,985	\$750,171	\$635,767	\$1,385,938	\$5,829,780

A9. ICF Reserve Balance

The Town does not have a reserve/account dedicated solely to ICF funds. In 2011, the Town consolidated several reserves, including the ICF Reserve, into a single reserve called the Land Development Reserve (#6-12-66-920-000). During the 2011 transfer, approximately \$146,070 in ICF funds were moved from the ICF Reserve to the Land Development Reserve.

At December 31st, 2014, the Town reported an ICF reserve balance of approximately \$123,773 (total receipts of ~\$1.51 million as shown in Section A7 minus total withdrawals of approximately \$1.39 million as shown in Section A8). However, it is important to note that this balance is a cash balance, and does not include the \$5.83 million in front-ending owed to tax payers by future development, that was uncovered by CORVUS in Section A7. Including front-ending, the ICF reserve balance is actually in deficit (\$5,706,077). Stated another way, future development owes tax payers \$5.71 million for construction that has already been completed and paid for. To be clear, this true reserve balance does not appear in the Land Development Reserve balance or related documentation, nor in the Town's financial statements (e.g., as a receivable owed to the Town, or as a note to the reserve balance), or in any other Town documentation. Had the Town understood that the ICF reserve balance was in deficit, it would have quickly moved to withdraw the cash remaining, thereby helping to pay down the funds owed by future development to tax payers. This needs to be rectified moving forward and is discussed in Section 0.

A10. Transfers to Offsite Levy Bylaw & ICF Reconciliation

As described in the introduction, the purpose of Appendix A is to update and reconcile various ICF balances in order to accurately reflect appropriate transfers to the offsite levy bylaw.

As highlighted in Section A3, 12 of the 19 ICF projects are being transferred to the offsite levy bylaw. 7 ICF projects will remain and continue to be managed via ongoing ICF collections. The tables below summarize the project costs, allocations, fees, and balances that are being incorporated into the new offsite levy bylaw, and those that will remain with the ICF. Key elements include:

- The 12 projects being transferred to the offsite levy bylaw total approximately \$57.83 million, of which approximately \$9.40 million are actual expenditures up to December 31st, 2014.
- Of the \$9.40 million in expenditures, \$3.30 million was the responsibility of future development. No monies were withdrawn from the ICF reserve to finance these expenditures, meaning that \$3.30 million of associated front-ending also gets transferred to the offsite levy.
- Of the 12 projects being transferred to the offsite levy, approximately \$1.32 million has been collected in ICF fees. These will be acknowledged in the offsite levy as developer contributions to ensure future development is given full credit for these payments.
- The updated net cost of the 7 projects remaining in the ICF is approximately \$4.62 million (Eastside \$4.59 million and Infill \$26,291). After accounting for the ICF fees

already collected for these projects, the balance owing is approximately \$4.43 million (Eastside \$4.42 million + Infill \$11,440).

- The front-ending balance associated with the 7 projects remaining in the ICF is approximately \$2.53 million. However, the ICF reserve has a cash balance of \$123,773. Once this remaining cash is withdrawn from the reserve to help pay down ICF front-ending debts, the final front-ending balance will be \$2,402,941.

Town of Redcliff Offsite Levy Review

ICF Project	Transferred to Offsite Levy	Associated Offsite Levy Project Number	Offsite Levy					
			Net Cost Transferred to Offsite Levy	Actual Expenditures Transferred to Offsite Levy	Developer Share of Expenditure Transferred to Offsite Levy	ICF Fees to be Acknowledged as Developer Contributions in Offsite Levy	Withdrawals Transferred to Offsite Levy	Front-ending Balance Transferred to Offsite Levy
Water								
Treatment Plant	Yes	Offsite Levy Project # W-1	\$16,620,512	\$9,395,794	\$3,303,066	\$425,586	\$0	\$3,303,066
9th Ave SE Waterline	No							
5th Ave	Yes	Offsite Levy Project # W-6	\$312,000	\$0	\$0	\$27,977	\$0	\$0
Mitchell St.	Yes	Offsite Levy Project # W-4	\$1,266,770	\$0	\$0	\$22,731	\$0	\$0
Saamis Dr.	Yes	Offsite Levy Project # W-11	\$604,500	\$0	\$0	\$52,457	\$0	\$0
Total Water			\$18,803,782	\$9,395,794	\$3,303,066	\$528,751	\$0	\$3,303,066
Sanitary								
Saamis Drive (Existing)	No							
9th Ave Trunk (Upgrade)	Yes	Offsite Levy Project # S-2	\$3,847,000	\$0	\$0	\$41,402	\$0	\$0
Main Trunk (East of Boundary)	Yes	Offsite Levy Project # S-5	\$25,461,418	\$0	\$0	\$424,547	\$0	\$0
Total Sanitary			\$29,308,418	\$0	\$0	\$465,949	\$0	\$0
Storm								
Forcemain to pond @ GC	No							
Storm Ponds	No							
9th Ave Storm Outfall	No							
Storm Pond Interconnections (3)	Yes	Offsite Levy Project # St -5	\$1,200,000	\$0	\$0	\$41,965	\$0	\$0
Storm Master Drainage Plan	No							
Lift Stations (2)	No							
Total Storm			\$1,200,000	\$0	\$0	\$41,965	\$0	\$0
Roads								
9th Ave	Yes	Offsite Levy Project # R-1	\$3,356,043	\$0	\$0	\$111,625	\$0	\$0
5th Ave	Yes	Offsite Levy Project # R-3	\$2,263,363	\$0	\$0	\$77,754	\$0	\$0
5th Ave Signals	Yes	Offsite Levy Project # R-15	\$250,000	\$0	\$0	\$11,486	\$0	\$0
9th Ave Signals	Yes	Offsite Levy Project # R-6	\$221,278	\$0	\$0	\$10,045	\$0	\$0
Saamis (5th to 9th)	Yes	Offsite Levy Project # R-4	\$2,422,998	\$0	\$0	\$70,499	\$0	\$0
Total Roads			\$8,513,682	\$0	\$0	\$281,409	\$0	\$0
			\$57,825,882	\$9,395,794	\$3,303,066	\$1,318,075	\$0	\$3,303,066

Town of Redcliff Offsite Levy Review

ICF Project	Transferred to Offsite Levy	Associated Offsite Levy Project Number	Ongoing ICF Management						
			Updated Project Net Costs (Eastside)	Updated Project Net Costs (Westside)	Updated Project Net Costs (Infill)	Balance Owning = Net Costs - Fees Collected (Eastside)	Balance Owning = Net Costs - Fees Collected (Westside)	Balance Owning = Net Costs - Fees Collected (Infill)	Front-ending Owed To The Town
Water									
Treatment Plant	Yes	Offsite Levy Project # W-1							
9th Ave SE Waterline	No		\$480,376	\$0	\$0	\$448,902	\$0	\$0	-\$162,671
5th Ave	Yes	Offsite Levy Project # W-6							
Mitchell St.	Yes	Offsite Levy Project # W-4							
Saamis Dr.	Yes	Offsite Levy Project # W-11							
Total Water			\$480,376	\$0	\$0	\$448,902	\$0	\$0	-\$162,671
Sanitary									
Saamis Drive (Existing)	No		\$489,796	\$0	\$26,291	\$470,055	\$0	\$11,440	\$516,087
9th Ave Trunk (Upgrade)	Yes	Offsite Levy Project # S-2							
Main Trunk (East of Boundary)	Yes	Offsite Levy Project # S-5							
Total Sanitary			\$489,796	\$0	\$26,291	\$470,055	\$0	\$11,440	\$516,087
Storm									
Forcemain to pond @ GC	No		\$73,342	\$0	\$0	\$48,862	\$0	\$0	\$73,342
Storm Ponds	No		\$2,090,794	\$0	\$0	\$2,045,332	\$0	\$0	\$1,347,903
9th Ave Storm Outfall	No		\$375,121	\$0	\$0	\$357,635	\$0	\$0	\$375,121
Storm Pond Interconnections (3)	Yes	Offsite Levy Project # St -5							
Storm Master Drainage Plan	No		\$85,535	\$0	\$0	\$82,364	\$0	\$0	\$85,535
Lift Stations (2)	No		\$1,000,000	\$0	\$0	\$965,029	\$0	\$0	\$291,398
Total Storm			\$3,624,792	\$0	\$0	\$3,499,222	\$0	\$0	\$2,173,299
Roads									
9th Ave	Yes	Offsite Levy Project # R-1							
5th Ave	Yes	Offsite Levy Project # R-3							
5th Ave Signals	Yes	Offsite Levy Project # R-15							
9th Ave Signals	Yes	Offsite Levy Project # R-6							
Saamis (5th to 9th)	Yes	Offsite Levy Project # R-4							
Total Roads			\$0	\$0	\$0	\$0	\$0	\$0	\$0
			\$4,594,963	\$0	\$26,291	\$4,418,178	\$0	\$11,440	\$2,526,714

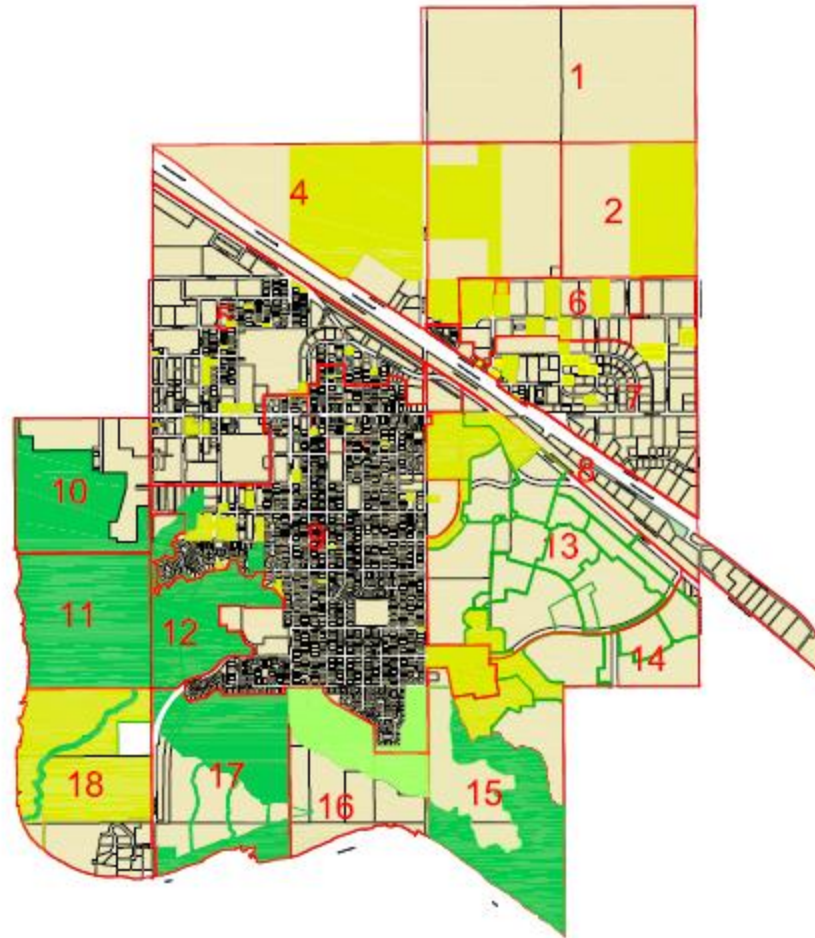
APPENDIX B: Offsite Levy Areas, Measurements, & Land Development Staging/Forecast

B1. Offsite Levy Areas

The Town is parsed into 18 offsite levy areas, as shown in the map below. Areas are approximately a quarter section in size but also take into consideration various natural and man-made barriers (e.g., rivers, highways, etc.), as well as existing/planned infrastructure basins (e.g., water and sanitary basins).

All offsite levy infrastructure costs are allocated to one or more areas. In the offsite levy model, each area is further divided into sub-areas based on land use type (e.g., “residential - low density”, “residential - medium & high density”, “commercial”, “industrial”, and “other”). All types of development are treated similarly, and so only the “other” category is currently used.

Offsite Levy Areas



B2. Offsite Levy Area Measurements

Total net development area, the amount of land available for development in all offsite levy areas, is approximately 1144 ha. In calculating net development area only those lands remaining to be developed within the area that have not previously paid offsite levies have been considered (as required by legislation/regulation). Further, allowances have been made to net development area calculations for environmental reserves, municipal reserves, and arterial road right of way.

Offsite Levy Net Development Area

Area Ref. #	Development Area Location	Land Use	Gross Area (ha.)	Environmental Reserves (ha.)	Sub-total	Municipal Reserves	Arterial Right of Way	Net Development Area (ha.)
1.5		Other	131.25	-	131.25	13.13	2.43	115.69
2.5		Other	64.49	-	64.49	6.45	-	58.04
3.5		Other	69.86	-	69.86	6.99	-	62.87
4.5		Other	96.20	-	96.20	9.62	3.62	82.96
5.5		Other	152.19	-	152.19	15.22	2.53	134.45
6.5		Other	40.24	-	40.24	4.02	2.73	33.49
7.5		Other	95.51	-	95.51	9.55	-	85.96
8.5		Other	87.98	-	87.98	8.80	79.18	-
9.5		Other	255.28	2.91	252.37	25.24	6.57	220.56
10.5		Other	64.68	40.04	24.63	2.46	-	22.17
11.5		Other	61.38	61.38	-	-	-	-
12.5		Other	39.40	37.97	1.43	0.14	-	1.29
13.5		Other	145.92	-	145.92	14.59	14.29	117.04
14.5		Other	67.29	-	67.29	6.73	-	60.56
15.5		Other	72.23	45.32	26.91	2.69	-	24.22
16.5		Other	56.52	32.58	23.95	2.40	-	21.56
17.5		Other	81.59	46.26	35.32	3.53	-	31.79
18.5		Other	83.10	3.75	79.34	7.93	-	71.41
Total			1,665.11	270.22	1,394.88	139.49	111.35	1,144.05

Summary of Offsite Levy Net Development Area

Description	ha.
Gross Development Area	1,665.11
Less Environment Reserve	270.22
Less Municipal Reserve	139.49
Less ROW Allowance	111.35
Net Development Area	1,144.05

*Note: 1 Hectare (ha.) = ~2.47 Acres

Net development area definitions will be applied in determining offsite levy obligations of developers on application for subdivision or development within Town of Redcliff. Net development area is defined as follows:

- Gross Area – The area of lands to be developed in hectares that have not previously paid an offsite levy.
 - Less: Any environmental reserves contained within the development area Including environmental reserves and environmental easements.
 - Less: A 10% allowance for Municipal Reserves.
 - Less: The measurement of arterial road right of way that bisects the

development lands.

- Equals: Net Developable Area, which is the area subject to offsite levies.

B3. Land Development Forecast

The offsite levy model uses a rate planning period of 25 years. This planning period is used by many municipalities as it provides a reasonable timeframe to recoup the costs associated with offsite levy infrastructure construction, and it aligns with the timeframes of many municipal capital planning and construction cycles.

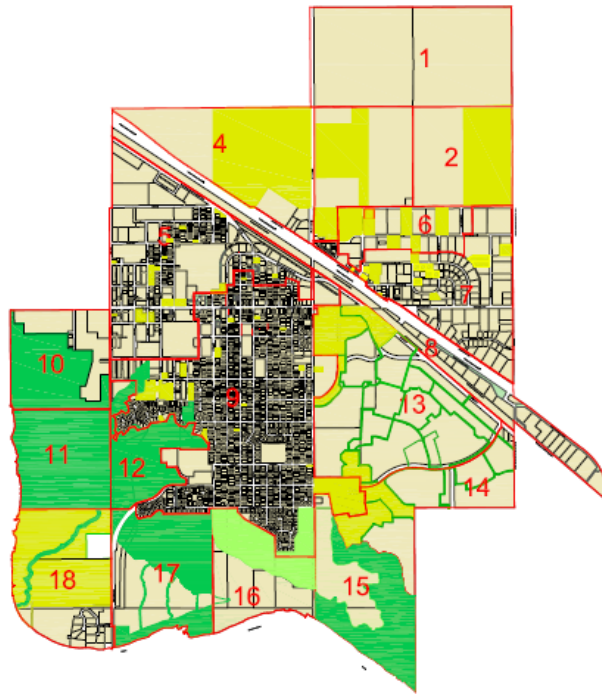
Of the 1144 ha. of net development area available across all offsite levy development areas, planners estimate that approximately 23% of this land (262 ha.) will develop during the next 25 years as shown in the tables below.

Anticipated Development during the 25 Year Rate Planning Period*

Area Ref. #	Area Developed in Next 25 years	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
1.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.5	35.000	-	-	-	-	-	-	35.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.5	31.545	-	-	-	-	-	-	31.55	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4.5	58.292	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26.01	-	-	-	32.28	-	-	-	-	-	-
5.5	3.738	1.01	-	-	-	-	-	-	2.18	-	-	-	0.54	-	-	-	-	-	-	-	-	-	-	-	-	-
6.5	14.304	-	-	-	-	5.18	-	-	-	-	5.48	-	-	-	-	3.64	-	-	-	-	-	-	-	-	-	-
7.5	6.124	-	-	2.00	-	-	-	-	2.00	-	-	-	-	-	-	-	-	2.00	-	-	-	-	0.12	-	-	-
8.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9.5	9.350	-	-	-	0.25	-	5.00	-	-	-	-	-	4.10	-	-	-	-	-	-	-	-	-	-	-	-	-
10.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
13.5	24.557	-	-	11.98	-	-	-	-	-	-	5.53	4.27	-	-	2.77	-	-	-	-	-	-	-	-	-	-	-
14.5	14.684	-	-	-	-	-	8.49	-	-	-	-	-	-	6.19	-	-	-	-	-	-	-	-	-	-	-	-
15.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
16.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
17.5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
18.5	64.629	-	-	20.00	-	-	-	-	-	-	-	-	20.00	-	-	-	-	-	-	-	24.63	-	-	-	-	-
	262.22	1.01	-	33.98	0.25	5.18	13.49	66.55	4.18	-	11.01	4.27	24.64	6.19	2.77	29.65	-	2.00	-	56.91	-	-	0.12	-	-	-

*The rate period commences in 2014 because the cut-off date for this project was the most recent year-end when the project started—December 31st, 2013.

Corvus Model Offsite Levy Map



Overall Areas were achieved by selecting the Corvus model catchment area polygons, Environmental reserves and arterial road areas within those regions were then subtracted.

- 25 Years Development Horizon
- Not included in computation
- Golf Course Area



Summary of Anticipated Development during the 25 Year Rate Planning Period

Developed In Next 25 Years	262.22	22.9%
Developed Beyond 25 Years	881.82	77.1%
Net Development Area	1,144.04	

APPENDIX C: Transportation

Unless indicated otherwise, the information shown in this appendix reflects the status of infrastructure, costs, receipts, balances, etc. assuming all projects are included (Rate Scenario 1).

C1.Transportation Offsite Infrastructure

In order to support future growth, transportation offsite infrastructure is required. The estimated cost of this infrastructure is based upon: (a) actual construction costs to the cut-off date, (b) debenture interest associated with financing, and (c) future cost estimates. Total cost is approximately \$29.97 million as outlined in the table below. Actual costs, debenture interest (if any), and cost estimates were provided by Town staff. It is important to note that these costs represent “gross” costs, of which only a portion will go to support future development during the 25-year review period. The remainder of this section outlines how the “net” costs for future development are determined.

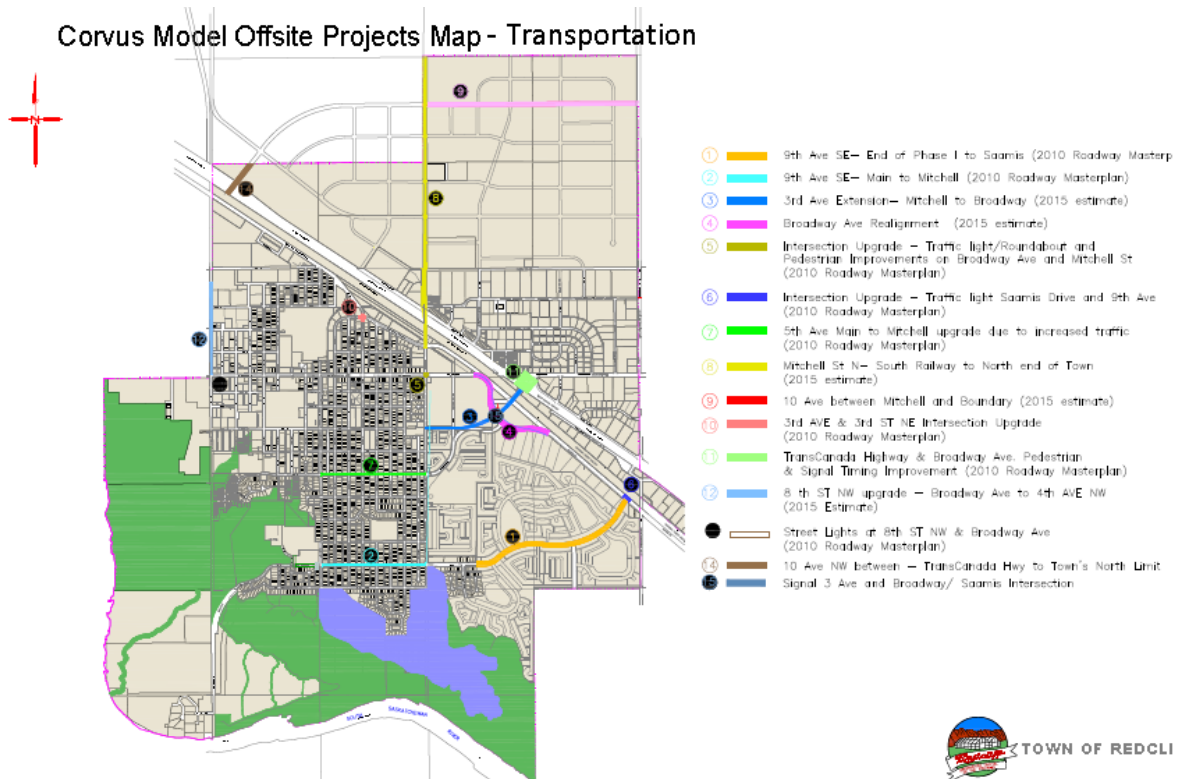
Summary of Transportation Offsite Infrastructure

Item	Project Description	Cost of Completed Work	Debenture Interest	Estimated Cost of Work Yet to be Completed	Total Project Estimated Cost
1	9th Ave SE - Mitchell St to Saamis	\$ -	\$ -	\$ 3,356,043	\$ 3,356,043
2	9th Ave SE - Main to Mitchell	\$ -	\$ -	\$ 2,934,102	\$ 2,934,102
3	3rd Ave Extension - Mitchell to Broadway	\$ -	\$ -	\$ 2,263,363	\$ 2,263,363
4	Broadway Ave Realignment	\$ -	\$ -	\$ 2,422,998	\$ 2,422,998
5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	\$ -	\$ -	\$ 353,614	\$ 353,614
6	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave	\$ -	\$ -	\$ 221,278	\$ 221,278
7	5th Ave Main to Mitchell Upgrade	\$ -	\$ -	\$ 4,098,392	\$ 4,098,392
8	Mitchell St N - South Railway to North Limit of Town	\$ -	\$ -	\$ 6,381,143	\$ 6,381,143
9	10 Ave between Mitchell & Boundary	\$ -	\$ -	\$ 4,533,519	\$ 4,533,519
10	3rd Ave & 3rd ST NE Intersection	\$ -	\$ -	\$ 185,857	\$ 185,857
11	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement	\$ -	\$ -	\$ 133,002	\$ 133,002
12	8 th ST NW upgrade - Broadway Ave to 4th Ave NW	\$ -	\$ -	\$ 1,913,563	\$ 1,913,563
13	Street Lighting Improvement at 8th St NW & Broadway Ave	\$ -	\$ -	\$ 28,982	\$ 28,982
14	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1	\$ -	\$ -	\$ 829,500	\$ 829,500
15	Signal 3rd Ave and Broadway/Saamis intersection (Replacement of 5th Ave and Broadway Ave/Saamis intersection Signal project from ICF policy 100)	\$ -	\$ -	\$ 316,693	\$ 316,693
		\$ -	\$ -	\$ 29,972,049	\$ 29,972,049

*Costs estimates provided by Town staff and their engineering advisors.

**Estimates include engineering fees and contingencies, and land costs where applicable.

*** Projects 1,3,4,6, and 15 were transferred from the ICF.



Anticipated Start Year of Construction

Item	Project Description	Construction Start Year
1	9th Ave SE - Mitchell St to Saamis	2020
2	9th Ave SE - Main to Mitchell	2020
3	3rd Ave Extension - Mitchell to Broadway	2022
4	Broadway Ave Realignment	2025
5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	2016
6	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave	2040
7	5th Ave Main to Mitchell Upgrade	2025
8	Mitchell St N - South Railway to North Limit of Town	2025
9	10 Ave between Mitchell & Boundary	2045
10	3rd Ave & 3rd ST NE Intersection	2030
11	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement	2016
12	8 th ST NW upgrade - Broadway Ave to 4th Ave NW	2030
13	Street Lighting Improvement at 8th St NW & Broadway Ave	2030
14	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1	2045
15	Signal 3rd Ave and Broadway/Saamis intersection (Replacement of 5th Ave and Broadway Ave/Saamis intersection Signal project from ICF policy 100)	2022

C2. Transportation Offsite Infrastructure Grants & Contributions to Date

The MGA enables a municipality to allocate the costs of offsite infrastructure to development, other than those costs that have been provided by way of special grant or contribution (i.e., contributed infrastructure). Town of Redcliff has received approximately \$0.28 million in special grants and contributions for transportation offsite levy infrastructure as shown in the table below (note, if the Town receives other grants or contributions in the future, it will be reflected in one of the annual updates and rates adjusted accordingly). The result is that the total reduced project estimated cost is approximately \$29.69 million.

Special Grants and Contributions for Transportation Offsite Infrastructure

Item	Project Description	Total Project Estimated Cost	Special Provincial Grants	Developer Agreement Contributions	Reduced Project Estimated Cost
1	9th Ave SE - Mitchell St to Saamis	\$ 3,356,043	\$ -	\$ 111,625	\$ 3,244,418
2	9th Ave SE - Main to Mitchell	\$ 2,934,102	\$ -	\$ -	\$ 2,934,102
3	3rd Ave Extension - Mitchell to Broadway	\$ 2,263,363	\$ -	\$ 77,754	\$ 2,185,610
4	Broadway Ave Realignment	\$ 2,422,998	\$ -	\$ 70,499	\$ 2,352,498
5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	\$ 353,614	\$ -	\$ -	\$ 353,614
6	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave	\$ 221,278	\$ -	\$ 10,045	\$ 211,232
7	5th Ave Main to Mitchell Upgrade	\$ 4,098,392	\$ -	\$ -	\$ 4,098,392
8	Mitchell St N - South Railway to North Limit of Town	\$ 6,381,143	\$ -	\$ -	\$ 6,381,143
9	10 Ave between Mitchell & Boundary	\$ 4,533,519	\$ -	\$ -	\$ 4,533,519
10	3rd Ave & 3rd ST NE Intersection	\$ 185,857	\$ -	\$ -	\$ 185,857
11	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement	\$ 133,002	\$ -	\$ -	\$ 133,002
12	8 th ST NW upgrade - Broadway Ave to 4th Ave NW	\$ 1,913,563	\$ -	\$ -	\$ 1,913,563
13	Street Lighting Improvement at 8th St NW & Broadway Ave	\$ 28,982	\$ -	\$ -	\$ 28,982
14	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1	\$ 829,500	\$ -	\$ -	\$ 829,500
15	Signal 3rd Ave and Broadway/Saamis intersection (Replacement of 5th Ave and Broadway Ave/Saamis intersection Signal project from ICF policy 100)	\$ 316,693	\$ -	\$ 11,486	\$ 305,207
		\$ 29,972,049	\$ -	\$ 281,409	\$ 29,690,639

*Developer contributions stem from ICF collections for ICF projects that were transferred to the offsite levy (see Section A9 in Appendix A).

C3. Transportation Offsite Infrastructure Benefiting Parties

The transportation offsite infrastructure previously outlined will benefit various parties to varying degrees. During this review three potential benefiting parties were identified including:

- Existing Growth (Town of Redcliff) – a portion of the transportation infrastructure which is required to service existing residents.
- Other Stakeholders & Financial Oversizing – other parties (such as neighboring municipalities) that benefit from the infrastructure, as well as that portion of cost which benefits new development beyond the 25 year review period (“financial oversizing”). Financial oversizing is determined by calculating the pro rata portion of cost beyond the 25 year review period—by comparing the anticipated year of construction to the current year. When rates are updated in the future, the 25 year review period is moved forward and more and more oversizing costs are included in rate calculations. Accordingly, oversizing costs, though removed from rates today,

are ultimately born by developers.

- Future Growth (Town of Redcliff Developers) – all growth related infrastructure (i.e., levyable transportation infrastructure costs) during the 25 year rate planning period.

The table below outlines the allocation of transportation offsite levy infrastructure costs to benefiting parties, as well as the year of construction which has been used to calculate financial oversizing. Percentage allocations have been determined after reducing transportation offsite levy infrastructure costs for grants and contributions described earlier.

Allocation of Transportation Infrastructure to Benefiting Parties

Item	Project Description	Reduced Project Estimated Cost	Muni Share %	Other Stakeholder Share & Financial Oversizing %	OSL / Developer Share %
1	9th Ave SE - Mitchell St to Saamis	\$ 3,244,418	43.1%	11.4%	45.5%
2	9th Ave SE - Main to Mitchell	\$ 2,934,102	43.1%	11.4%	45.5%
3	3rd Ave Extension - Mitchell to Broadway	\$ 2,185,610	43.1%	15.9%	40.9%
4	Broadway Ave Realignment	\$ 2,352,498	43.1%	22.7%	34.1%
5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	\$ 353,614	43.1%	2.3%	54.6%
6	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave	\$ 211,232	43.1%	56.9%	0.0%
7	5th Ave Main to Mitchell Upgrade	\$ 4,098,392	43.1%	22.7%	34.1%
8	Mitchell St N - South Railway to North Limit of Town	\$ 6,381,143	43.1%	22.7%	34.1%
9	10 Ave between Mitchell & Boundary	\$ 4,533,519	43.1%	56.9%	0.0%
10	3rd Ave & 3rd ST NE Intersection	\$ 185,857	43.1%	34.1%	22.7%
11	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement	\$ 133,002	43.1%	2.3%	54.6%
12	8 th ST NW upgrade - Broadway Ave to 4th Ave NW	\$ 1,913,563	43.1%	34.1%	22.7%
13	Street Lighting Improvement at 8th St NW & Broadway Ave	\$ 28,982	43.1%	34.1%	22.7%
14	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1	\$ 829,500	43.1%	56.9%	0.0%
15	Signal 3rd Ave and Broadway/Saamis intersection (Replacement of 5th Ave and Broadway Ave/Saamis intersection Signal project from ICF policy 100)	\$ 305,207	43.1%	15.9%	40.9%
		\$ 29,690,639			

*Project allocations were determined by Town staff using a ratio of gross land developed in benefiting basins to gross land undeveloped in benefiting basins.

C4. Receipts and Adjusted Net Costs

Using the offsite levy share percentages shown in the previous section and applying those percentages to project costs results in an offsite levy cost of approximately \$8.96 million. However, prior to allocating these costs to benefiting areas, existing offsite levy receipts collected from developers (if any) need to be considered in determining the residual/net costs to developers. Because this bylaw is new, no transportation levies have been applied/collected as shown in the table below. This results in an adjusted offsite levy cost of approximately \$8.96 million.

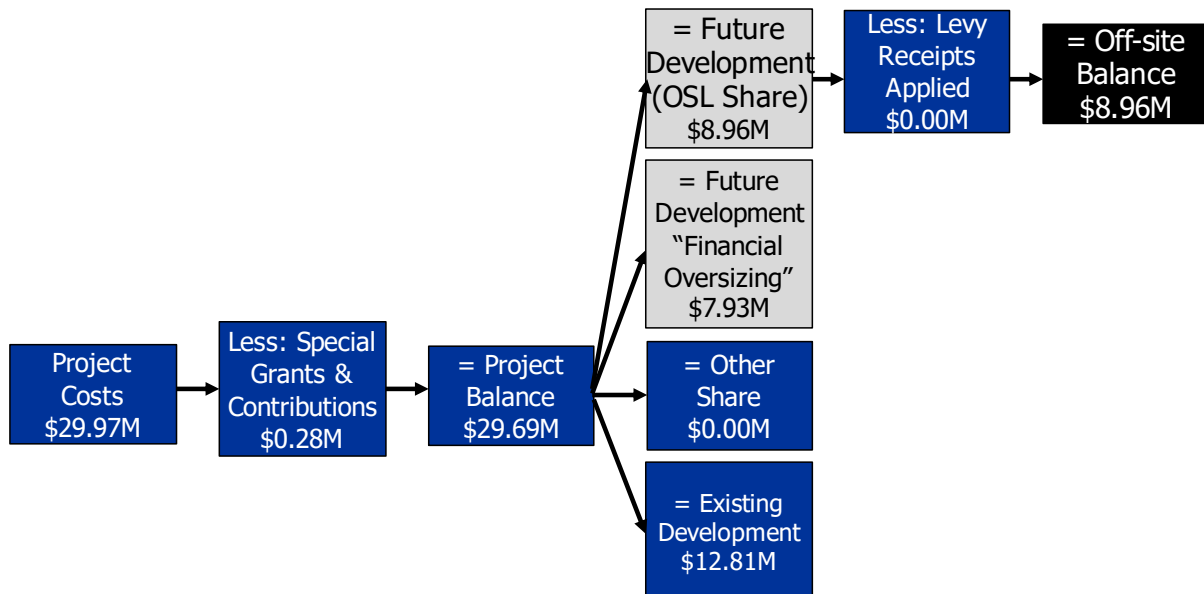
Offsite Levy Net Costs

Item	Project Description	Muni Cost	Other Stakeholder Cost & Oversizing	Developer Cost (Leviable Costs)	Offsite Levy Funds Collected Starting Jan 1, 2015	Adjusted Developer (Levy) Cost
1	9th Ave SE - Mitchell St to Saamis	\$ 1,399,317	\$ 369,020	\$ 1,476,080	\$ -	\$ 1,476,080
2	9th Ave SE - Main to Mitchell	\$ 1,265,478	\$ 333,725	\$ 1,334,899	\$ -	\$ 1,334,899
3	3rd Ave Extension - Mitchell to Broadway	\$ 942,653	\$ 348,028	\$ 894,929	\$ -	\$ 894,929
4	Broadway Ave Realignment	\$ 1,014,633	\$ 535,146	\$ 802,719	\$ -	\$ 802,719
5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	\$ 152,514	\$ 8,044	\$ 193,056	\$ -	\$ 193,056
6	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave	\$ 91,105	\$ 120,128	\$ -	\$ -	\$ -
7	5th Ave Main to Mitchell Upgrade	\$ 1,767,636	\$ 932,302	\$ 1,398,453	\$ -	\$ 1,398,453
8	Mitchell St N - South Railway to North Limit of Town	\$ 2,752,187	\$ 1,451,583	\$ 2,177,374	\$ -	\$ 2,177,374
9	10 Ave between Mitchell & Boundary	\$ 1,955,307	\$ 2,578,212	\$ -	\$ -	\$ -
10	3rd Ave & 3rd ST NE Intersection	\$ 80,160	\$ 63,418	\$ 42,279	\$ -	\$ 42,279
11	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement	\$ 57,364	\$ 3,026	\$ 72,613	\$ -	\$ 72,613
12	8 th ST NW upgrade - Broadway Ave to 4th Ave NW	\$ 825,320	\$ 652,946	\$ 435,297	\$ -	\$ 435,297
13	Street Lighting Improvement at 8th St NW & Broadway Ave	\$ 12,500	\$ 9,889	\$ 6,593	\$ -	\$ 6,593
14	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1	\$ 357,763	\$ 471,737	\$ -	\$ -	\$ -
15	Signal 3rd Ave and Broadway/Saamis intersection (Replacement of 5th Ave and Broadway Ave/Saamis intersection Signal project from ICF policy 100)	\$ 131,636	\$ 48,600	\$ 124,971	\$ -	\$ 124,971
		\$ 12,805,573	\$ 7,925,803	\$ 8,959,263	\$ -	\$ 8,959,263

C5. Summary of Transportation Offsite Levy Cost Flow-through

As shown in the figure below, the total cost for transportation infrastructure that forms the basis of the rate is approximately \$8.96 million. The cost allocations to each benefitting party are based on the benefitting percentages shown in previous section. The offsite levy balance (due from developers) is allocated to various benefitting areas (as described in the next section).

Total Transportation Offsite Levy Costs



*Future development share of cost is depicted in the 'grey' boxes, though that portion identified as 'financial oversizing' is removed from rates today. Financial oversizing costs will gradually find their way into offsite levy rates as the year of construction approaches.

C6. Transportation Infrastructure Benefiting Areas

Net developer costs have been allocated to 1 or more of the 18 offsite levy areas by Town engineering staff as shown in the tables below. Those areas that benefit are “lit up” by the number designator ‘1’.

Item	Project Description	Developer Cost	1.1	1.2	1.3	1.4	1.5	2.1	2.2	2.3	2.4	2.5	3.1	3.2	3.3	3.4	3.5	4.1	4.2	4.3	4.4	4.5	5.1	5.2	5.3	5.4	5.5	6.1	6.2	6.3	6.4	6.5
1	9th Ave SE - Mitchell St to Saamis	\$ 1,476,080	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	9th Ave SE - Main to Mitchell	\$ 1,334,899	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
3	3rd Ave Extension - Mitchell to Broadway	\$ 894,929	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
4	Broadway Ave Realignment	\$ 802,719	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	\$ 193,056	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
6	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
7	5th Ave Main to Mitchell Upgrade	\$ 1,398,453	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
8	Mitchell St N - South Railway to North Limit of Town	\$ 2,177,374	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
9	10 Ave between Mitchell & Boundary	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
10	3rd Ave & 3rd ST NE Intersection	\$ 42,279	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
11	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement	\$ 72,613	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
12	8th ST NW upgrade - Broadway Ave to 4th Ave NW	\$ 435,297	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
13	Street Lighting Improvement at 8th St NW & Broadway Ave	\$ 6,593	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
14	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
15	Signal 3rd Ave and Broadway/Saamis intersection	\$ 124,971	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
		\$ 8,959,263																														

Item	Project Description	Developer Cost	7.1	7.2	7.3	7.4	7.5	8.1	8.2	8.3	8.4	8.5	9.1	9.2	9.3	9.4	9.5	10.1	10.2	10.3	10.4	10.5	11.1	11.2	11.3	11.4	11.5	12.1	12.2	12.3	12.4	12.5
1	9th Ave SE - Mitchell St to Saamis	\$ 1,476,080	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	9th Ave SE - Main to Mitchell	\$ 1,334,899	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
3	3rd Ave Extension - Mitchell to Broadway	\$ 894,929	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
4	Broadway Ave Realignment	\$ 802,719	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	\$ 193,056	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
6	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
7	5th Ave Main to Mitchell Upgrade	\$ 1,398,453	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
8	Mitchell St N - South Railway to North Limit of Town	\$ 2,177,374	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
9	10 Ave between Mitchell & Boundary	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
10	3rd Ave & 3rd ST NE Intersection	\$ 42,279	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
11	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement	\$ 72,613	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
12	8th ST NW upgrade - Broadway Ave to 4th Ave NW	\$ 435,297	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
13	Street Lighting Improvement at 8th St NW & Broadway Ave	\$ 6,593	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
14	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
15	Signal 3rd Ave and Broadway/Saamis intersection	\$ 124,971	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
		\$ 8,959,263																														

Item	Project Description	Developer Cost	13.1	13.2	13.3	13.4	13.5	14.1	14.2	14.3	14.4	14.5	15.1	15.2	15.3	15.4	15.5	16.1	16.2	16.3	16.4	16.5	17.1	17.2	17.3	17.4	17.5	18.1	18.2	18.3	18.4	18.5
1	9th Ave SE - Mitchell St to Saamis	\$ 1,476,080	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	9th Ave SE - Main to Mitchell	\$ 1,334,899	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
3	3rd Ave Extension - Mitchell to Broadway	\$ 894,929	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
4	Broadway Ave Realignment	\$ 802,719	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Intersection Upgrade - Traffic light/Roundabout & Pedestrian Improvements on Broadway Ave and Mitchell St	\$ 193,056	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
6	Intersection Upgrade - Traffic light Saamis Drive and 9th Ave	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
7	5th Ave Main to Mitchell Upgrade	\$ 1,398,453	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
8	Mitchell St N - South Railway to North Limit of Town	\$ 2,177,374	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
9	10 Ave between Mitchell & Boundary	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
10	3rd Ave & 3rd ST NE Intersection	\$ 42,279	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
11	TransCanada Highway 1 Broadway Ave Pedestrian & Signal Timing Improvement	\$ 72,613	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
12	8th ST NW upgrade - Broadway Ave to 4th Ave NW	\$ 435,297	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
13	Street Lighting Improvement at 8th St NW & Broadway Ave	\$ 6,593	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
14	10 Ave NW Connection - Town's North Limit to TransCanada Highway 1	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
15	Signal 3rd Ave and Broadway/Saamis intersection	\$ 124,971	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
		\$ 8,959,263																														

C7. Reserve Balance

The transportation reserve opening balance is \$0. In addition to establishing a dedicated, distinct and separate transportation offsite levy reserve (required by the MGA), it is also recommended that the Town develop a set of “sub-ledgers” to track the amounts due to front-ending parties, including interest owed in accordance with the rates in effect at that time.

Transportation Offsite Levy Reserve Balance

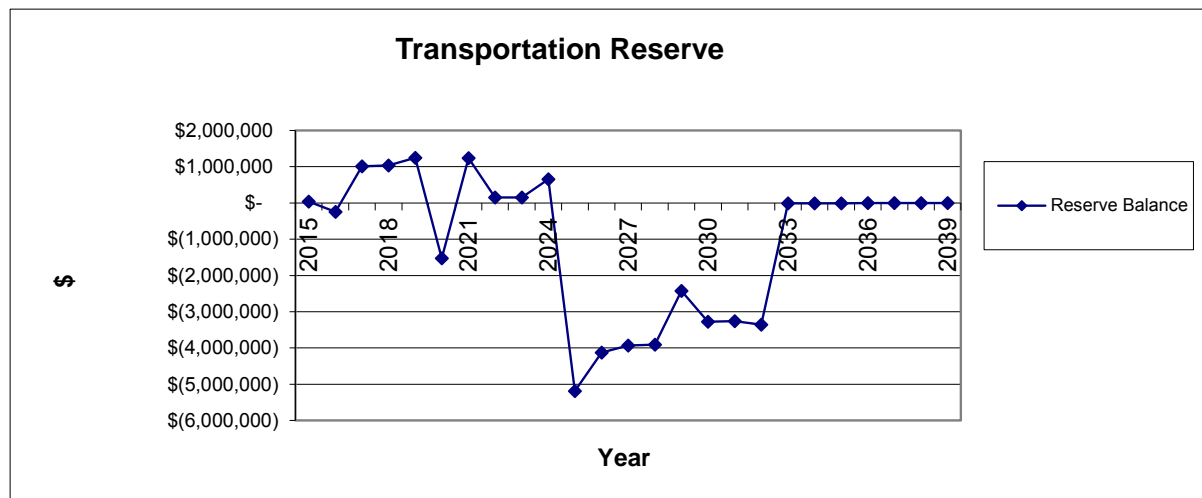
Description	Dr	Cr	Balance
Offsite Levy Expenditures to December 31, 2014		\$ -	\$ -
Offsite Levy Receipt Allocations to December 31, 2014	\$ -		\$ -
Debenture Interest Accrued to December 31, 2014		\$ -	\$ -
Unallocated Receipts to December 31, 2014	\$ -		\$ -
Opening Balance			\$ -

C8. Development and Transportation Infrastructure Staging Impacts

Transportation offsite infrastructure will be constructed in staged fashion over the 25-year development period. We have reviewed the availability of offsite levy funds to meet these construction requirements and found that offsite levy reserve funds will not be sufficient to pay for construction of transportation infrastructure from time to time—front ending of infrastructure will be required. A front-enders is the party that constructs and pays up front for infrastructure that benefits other parties.

In order to compensate parties for capital they provide in front-ending offsite infrastructure construction, a 3.0% interest allowance has been charged to the reserve when in a negative balance. Further, a 1.0% interest credit has been provided to the reserve when it is in a positive balance. The graph and table below outline transportation levy reserve balances over the 25-year development period.

Anticipated Transportation Offsite Levy Reserve Balances



*The interest staging adjustment built into the rates ensures that the reserve always returns to breakeven by the end of the 25-year review period.

Anticipated Transportation Offsite Levy Reserve Balances

			Reserve Balance	\$ -
Year	Receipts	Expenditure	Interest	Balance
2015	\$ 34,928	\$ -	\$ 349	\$ 35,277
2016	\$ -	\$ 273,639	\$ (7,151)	\$ (245,512)
2017	\$ 1,244,621	\$ -	\$ 9,991	\$ 1,009,100
2018	\$ 9,430	\$ -	\$ 10,185	\$ 1,028,716
2019	\$ 201,243	\$ -	\$ 12,300	\$ 1,242,258
2020	\$ 539,986	\$ 3,258,695	\$ (44,294)	\$ (1,520,744)
2021	\$ 2,742,958	\$ -	\$ 12,222	\$ 1,234,436
2022	\$ 177,673	\$ 1,254,348	\$ 1,578	\$ 159,339
2023	\$ -	\$ -	\$ 1,593	\$ 160,932
2024	\$ 496,087	\$ -	\$ 6,570	\$ 663,589
2025	\$ 198,107	\$ 5,884,400	\$ (150,681)	\$ (5,173,386)
2026	\$ 1,177,493	\$ -	\$ (119,877)	\$ (4,115,770)
2027	\$ 304,688	\$ -	\$ (114,332)	\$ (3,925,414)
2028	\$ 140,318	\$ -	\$ (113,553)	\$ (3,898,648)
2029	\$ 1,548,414	\$ -	\$ (70,507)	\$ (2,420,741)
2030	\$ -	\$ 754,319	\$ (95,252)	\$ (3,270,312)
2031	\$ 110,791	\$ -	\$ (94,786)	\$ (3,254,306)
2032	\$ -	\$ -	\$ (97,629)	\$ (3,351,936)
2033	\$ 3,344,660	\$ -	\$ (218)	\$ (7,494)
2034	\$ -	\$ -	\$ (225)	\$ (7,719)
2035	\$ -	\$ -	\$ (232)	\$ (7,950)
2036	\$ 7,950	\$ -	\$ 0	\$ 0
2037	\$ -	\$ -	\$ 0	\$ 0
2038	\$ -	\$ -	\$ 0	\$ 0
2039	\$ -	\$ -	\$ 0	\$ 0

APPENDIX D: Water

Unless indicated otherwise, the information shown in this appendix reflects the status of infrastructure, costs, receipts, balances, etc. assuming all projects are included (Rate Scenario 1).

D1. Water Offsite Infrastructure

In order to support future growth, water offsite infrastructure is required. The estimated cost of this infrastructure is based upon: (a) actual construction costs to the cut-off date, (b) debenture interest associated with financing, and (c) future cost estimates. Total cost is approximately \$31.85 million as outlined in the table below. Actual costs, debenture interest (if any), and cost estimates were provided by Town staff. It is important to note that these costs represent “gross” costs, of which only a portion will go to support future development during the 25-year review period. The remainder of this section outlines how the “net” costs for future development are determined.

Summary of Water Offsite Infrastructure

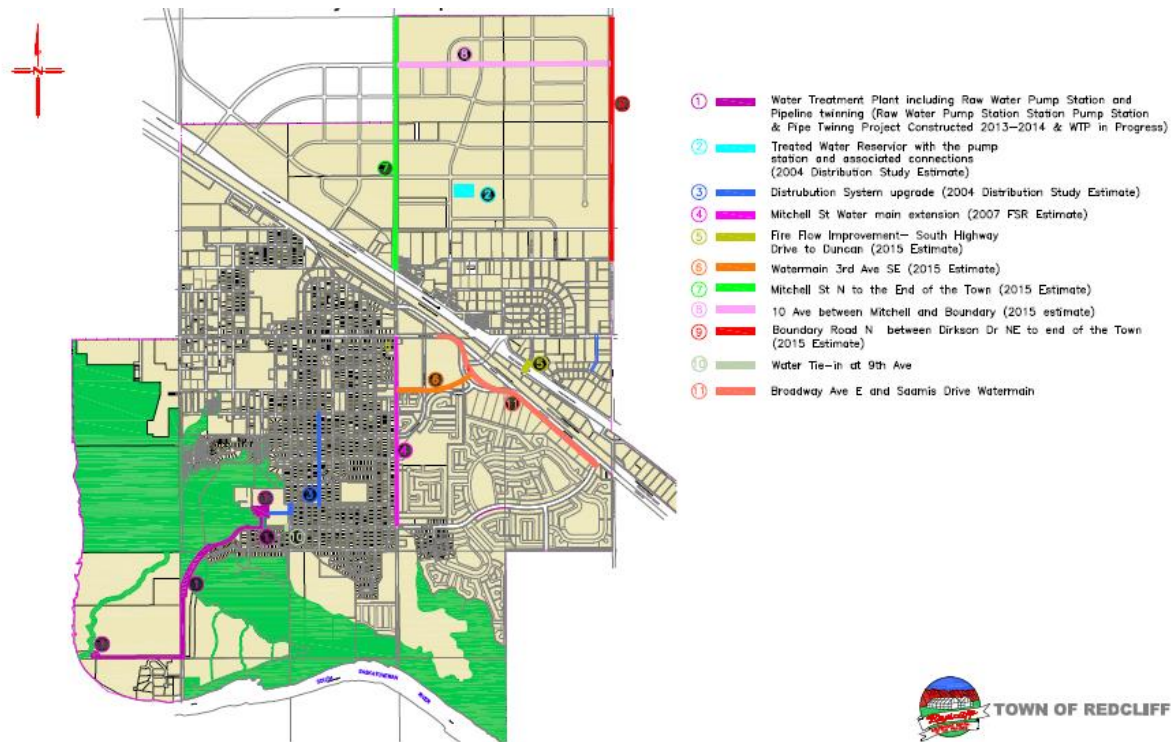
Item	Project Description	Cost of Completed Work	Debenture Interest	Estimated Cost of Work Yet to be Completed	Total Project Estimated Cost
1	WTP incl Raw Water Pump Station & Pipeline Twinning	\$ 9,395,794	\$ 2,563,642	\$ 10,961,077	\$ 22,920,512
2	Water Reservoir with Pump Station & Associated Connections	\$ -	\$ -	\$ 3,737,431	\$ 3,737,431
3	Distribution System Upgrade	\$ -	\$ -	\$ 636,748	\$ 636,748
4	Mitchell St Water Main Extension	\$ -	\$ -	\$ 1,266,770	\$ 1,266,770
5	Fire Flow Improvement - South Highway Dr to Duncan	\$ -	\$ -	\$ 191,900	\$ 191,900
6	Watermain 3rd Ave SE	\$ -	\$ -	\$ 312,000	\$ 312,000
7	Watermain Mitchell St N to Town's North Limit	\$ -	\$ -	\$ 748,800	\$ 748,800
8	Watermain 10th Ave N between Mitchell & Boundary	\$ -	\$ -	\$ 631,800	\$ 631,800
9	Boundary Rd N - Dirkson Dr N to Town's North Limit	\$ -	\$ -	\$ 748,800	\$ 748,800
10	Water Tie-in 9th Ave	\$ -	\$ -	\$ 50,000	\$ 50,000
11	Watermain Broadway Ave E/Saamis to 9th Ave SE	\$ -	\$ -	\$ 604,500	\$ 604,500
		\$ 9,395,794	\$ 2,563,642	\$ 19,889,826	\$ 31,849,261

*Costs estimates provided by Town staff and their engineering advisors.

**Estimates include engineering fees and contingencies, and land costs where applicable.

***Project 1 - Bylaw 1753/2013. At the time of preparation of this model, the Town had only finalized \$3,500,000 of the total \$6,500,000 debenture that was approved in the bylaw. In order to calculate rates, the remaining \$3,000,000 was assumed to be received at the same terms as the original \$3,500,000 debenture. When the Town does its next update, it should separate the 2 debentures into 2 reflecting the actual interest for both debentures based on the actual terms for both debentures.

****Projects 1,4,6, and 11 were transferred from the ICF.



Anticipated Start Year of Construction

Item	Project Description	Construction Start Year
1	WTP incl Raw Water Pump Station & Pipeline Twinning	In Progress
2	Water Reservoir with Pump Station & Associated Connections	2020
3	Distrubution System Upgrade	2017
4	Mitchell St Water Main Extension	2022
5	Fire Flow Improvem t- South Highway Dr to Duncan	2017
6	Watermain 3rd Ave SE	2022
7	Watermain Mitchell St N to Town's North Limit	2025
8	Watermain 10th Ave N between Mitchell & Boundary	2045
9	Boundary Rd N - Dirkson Dr N to Town's North Limit	2020
10	Water Tie-in 9th Ave	2017
11	Watermain Broadway Ave E/Saamis to 9th Ave SE	2025

D2. Water Offsite Infrastructure Grants & Contributions to Date

The MGA enables a municipality to allocate the costs of offsite infrastructure to development, other than those costs that have been provided by way of special grant or contribution (i.e., contributed infrastructure). Town of Redcliff has received approximately \$6.83 million in special grants and contributions for water offsite levy infrastructure as shown

in the table below (note, if the Town receives other grants or contributions in the future, it will be reflected in one of the annual updates and rates adjusted accordingly). The result is that the total reduced project estimated cost is approximately \$25.02 million.

Special Grants and Contributions for Water Offsite Infrastructure

Item	Project Description	Total Project Estimated Cost	Special Provincial Grants	Developer Agreement Contributions	Reduced Project Estimated Cost
1	WTP incl Raw Water Pump Station & Pipeline Twinning	\$ 22,920,512	\$ 6,300,000	\$ 425,586	\$ 16,194,926
2	Water Reservoir with Pump Station & Associated Connections	\$ 3,737,431	\$ -	\$ -	\$ 3,737,431
3	Distribution System Upgrade	\$ 636,748	\$ -	\$ -	\$ 636,748
4	Mitchell St Water Main Extension	\$ 1,266,770	\$ -	\$ 22,731	\$ 1,244,039
5	Fire Flow Improvement - South Highway Dr to Duncan	\$ 191,900	\$ -	\$ -	\$ 191,900
6	Watermain 3rd Ave SE	\$ 312,000	\$ -	\$ 27,977	\$ 284,023
7	Watermain Mitchell St N to Town's North Limit	\$ 748,800	\$ -	\$ -	\$ 748,800
8	Watermain 10th Ave N between Mitchell & Boundary	\$ 631,800	\$ -	\$ -	\$ 631,800
9	Boundary Rd N - Dirkson Dr N to Town's North Limit	\$ 748,800	\$ -	\$ -	\$ 748,800
10	Water Tie-in 9th Ave	\$ 50,000	\$ -	\$ -	\$ 50,000
11	Watermain Broadway Ave E/Saamis to 9th Ave SE	\$ 604,500	\$ -	\$ 52,457	\$ 552,043
		\$ 31,849,261	\$ 6,300,000	\$ 528,751	\$ 25,020,510

*Developer contributions stem from ICF collections for ICF projects that were transferred to the offsite levy (see Section A9 in Appendix A).

D3. Water Offsite Infrastructure Benefiting Parties

The water offsite infrastructure previously outlined will benefit various parties to varying degrees. During this review three potential benefiting parties were identified including:

- Existing Growth (Town of Redcliff) – a portion of the water infrastructure which is required to service existing residents.
- Other Stakeholders & Financial Oversizing – other parties (such as neighboring municipalities) that benefit from the infrastructure, as well as that portion of cost which benefits new development beyond the 25 year review period (“financial oversizing”). Financial oversizing is determined by calculating the pro rata portion of cost beyond the 25 year review period—by comparing the anticipated year of construction to the current year. When rates are updated in the future, the 25 year review period is moved forward and more and more oversizing costs are included in rate calculations. Accordingly, oversizing costs, though removed from rates today, are ultimately born by developers.
- Future Growth (Town of Redcliff Developers) – all growth related infrastructure (i.e., levyable water infrastructure costs) during the 25 year rate planning period.

The table below outlines the allocation of water offsite levy infrastructure costs to benefiting parties, as well as the year of construction which has been used to calculate financial oversizing. Percentage allocations have been determined after reducing water offsite levy infrastructure costs for grants and contributions described earlier.

Allocation of Water Infrastructure to Benefiting Parties

Item	Project Description	Reduced Project Estimated Cost	Muni Share %	Other Stakeholder Share & Financial Oversizing %	OSL / Developer Share %
1	WTP incl Raw Water Pump Station & Pipeline Twinning	\$ 16,194,926	43.1%	0.0%	56.9%
2	Water Reservoir with Pump Station & Associated Connections	\$ 3,737,431	43.1%	11.4%	45.5%
3	Distribution System Upgrade	\$ 636,748	43.1%	4.5%	52.3%
4	Mitchell St Water Main Extension	\$ 1,244,039	43.1%	15.9%	40.9%
5	Fire Flow Improvement - South Highway Dr to Duncan	\$ 191,900	43.1%	4.5%	52.3%
6	Watermain 3rd Ave SE	\$ 284,023	43.1%	15.9%	40.9%
7	Watermain Mitchell St N to Town's North Limit	\$ 748,800	43.1%	22.7%	34.1%
8	Watermain 10th Ave N between Mitchell & Boundary	\$ 631,800	43.1%	56.9%	0.0%
9	Boundary Rd N - Dirksen Dr N to Town's North Limit	\$ 748,800	43.1%	11.4%	45.5%
10	Water Tie-in 9th Ave	\$ 50,000	43.1%	4.5%	52.3%
11	Watermain Broadway Ave E/Saamis to 9th Ave SE	\$ 552,043	43.1%	22.7%	34.1%
		\$ 25,020,510			

*Project allocations were determined by Town staff using a ratio of gross land developed in benefiting basins to gross land undeveloped in benefiting basins.

D4. Receipts and Adjusted Net Costs

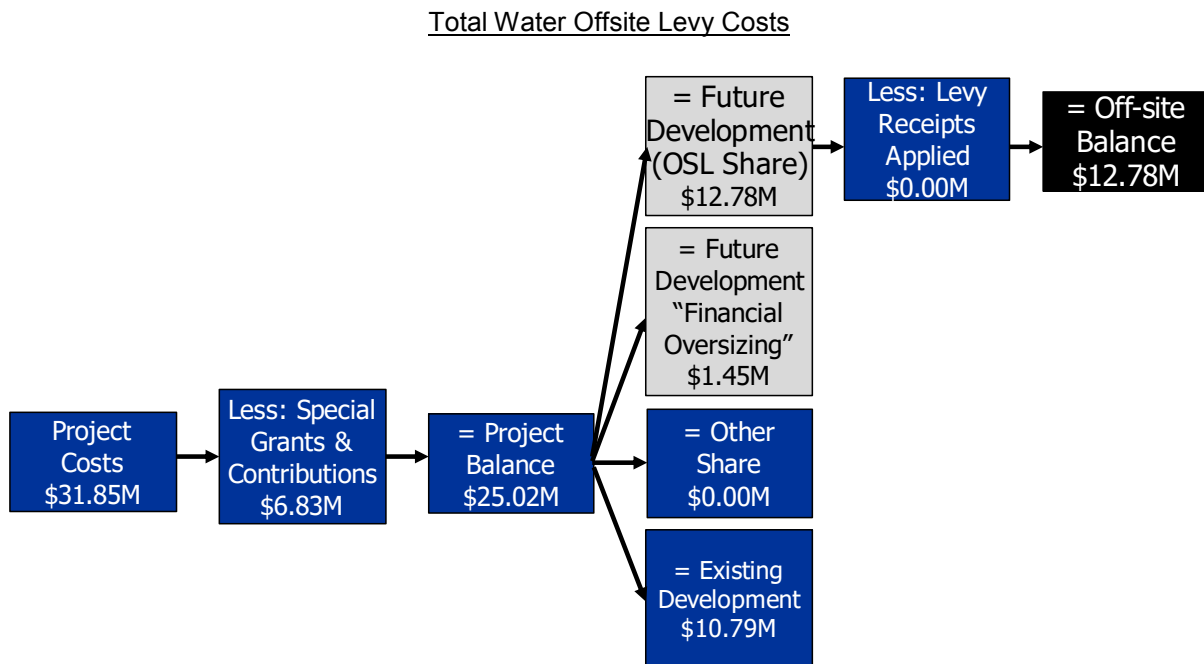
Using the offsite levy share percentages shown in the previous section and applying those percentages to project costs results in an offsite levy cost of approximately \$12.78 million. However, prior to allocating these costs to benefiting areas, existing offsite levy receipts collected from developers need to be considered in determining the residual/net costs to developers. Because this bylaw is new, no water levies have been applied/collected as shown in the table below. This results in an adjusted offsite levy cost of approximately \$12.78 million.

Offsite Levy Net Costs

Item	Project Description	Muni Cost	Other Stakeholder Cost & Oversizing	Developer Cost (Leviable Costs)	Offsite Levy Funds Collected Starting Jan 1, 2015	Adjusted Developer (Levy) Cost
1	WTP incl Raw Water Pump Station & Pipeline Twinning	\$ 6,984,872	\$ -	\$ 9,210,054	\$ -	\$ 9,210,054
2	Water Reservoir with Pump Station & Associated Connections	\$ 1,611,954	\$ 425,095	\$ 1,700,382	\$ -	\$ 1,700,382
3	Distribution System Upgrade	\$ 274,629	\$ 28,969	\$ 333,149	\$ -	\$ 333,149
4	Mitchell St Water Main Extension	\$ 536,554	\$ 198,096	\$ 509,389	\$ -	\$ 509,389
5	Fire Flow Improvement - South Highway Dr to Duncan	\$ 82,766	\$ 8,731	\$ 100,403	\$ -	\$ 100,403
6	Watermain 3rd Ave SE	\$ 122,499	\$ 45,227	\$ 116,297	\$ -	\$ 116,297
7	Watermain Mitchell St N to Town's North Limit	\$ 322,957	\$ 170,337	\$ 255,506	\$ -	\$ 255,506
8	Watermain 10th Ave N between Mitchell & Boundary	\$ 272,495	\$ 359,305	\$ -	\$ -	\$ -
9	Boundary Rd N - Dirksen Dr N to Town's North Limit	\$ 322,957	\$ 85,169	\$ 340,674	\$ -	\$ 340,674
10	Water Tie-in 9th Ave	\$ 21,565	\$ 2,275	\$ 26,160	\$ -	\$ 26,160
11	Watermain Broadway Ave E/Saamis to 9th Ave SE	\$ 238,096	\$ 125,579	\$ 188,368	\$ -	\$ 188,368
		\$ 10,791,346	\$ 1,448,782	\$ 12,780,382	\$ -	\$ 12,780,382

D5. Summary of Water Offsite Levy Cost Flow-through

As shown in the figure below, the total cost for water infrastructure that forms the basis of the rate is approximately \$12.78 million. The cost allocations to each benefiting party are based on the benefiting percentages shown in previous section. The offsite levy balance (due from developers) is allocated to various benefiting areas (as described in the next section).



*Future development share of cost is depicted in the 'grey' boxes, though that portion identified as 'financial oversizing' is removed from rates today. Financial oversizing costs will gradually find their way into offsite levy rates as the year of construction approaches.

D6. Water Infrastructure Benefiting Areas

Net developer costs have been allocated to 1 or more of the 18 offsite levy areas by Town engineering staff as shown in the tables below. Those areas that benefit are "lit up" by the number designator '1'.

Item	Project Description	Developer Cost	1.1	1.2	1.3	1.4	1.5	2.1	2.2	2.3	2.4	2.5	3.1	3.2	3.3	3.4	3.5	4.1	4.2	4.3	4.4	4.5	5.1	5.2	5.3	5.4	5.5	6.1	6.2	6.3	6.4	6.5
1	WTP incl Raw Water Pump Station & Pipeline Twinning	\$ 9,210,054	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	Water Reservoir with Pump Station & Associated Connections	\$ 1,700,382	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
3	Distribution System Upgrade	\$ 333,149	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
4	Mitchell St Water Main Extension	\$ 509,389	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Fire Flow Improvemen t- South Highway Dr to Duncan	\$ 100,403	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
6	Watermain 3rd Ave SE	\$ 116,297	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
7	Watermain Mitchell St N to Town's North Limit	\$ 255,506	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
8	Watermain 10th Ave N between Mitchell & Boundary	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
9	Boundary Rd N - Dirksen Dr N to Town's North Limit	\$ 340,674	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
10	Water Tie-in 9th Ave	\$ 26,160	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
11	Watermain Broadway Ave E/Saamis to 9th Ave SE	\$ 188,368	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
		\$ 12,780,382																														

Item	Project Description	Developer Cost	7.1	7.2	7.3	7.4	7.5	8.1	8.2	8.3	8.4	8.5	9.1	9.2	9.3	9.4	9.5	10.1	10.2	10.3	10.4	10.5	11.1	11.2	11.3	11.4	11.5	12.1	12.2	12.3	12.4	12.5
1	WTP incl Raw Water Pump Station & Pipeline Twinning	\$ 9,210,054	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	Water Reservoir with Pump Station & Associated Connections	\$ 1,700,382	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
3	Distribution System Upgrade	\$ 333,149	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
4	Mitchell St Water Main Extension	\$ 509,389	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Fire Flow Improvemen t- South Highway Dr to Duncan	\$ 100,403	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
6	Watermain 3rd Ave SE	\$ 116,297	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
7	Watermain Mitchell St N to Town's North Limit	\$ 255,506	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
8	Watermain 10th Ave N between Mitchell & Boundary	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
9	Boundary Rd N - Dirksen Dr N to Town's North Limit	\$ 340,674	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
10	Water Tie-in 9th Ave	\$ 26,160	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
11	Watermain Broadway Ave E/Saamis to 9th Ave SE	\$ 188,368	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
		\$ 12,780,382																														

Item	Project Description	Developer Cost	13.1	13.2	13.3	13.4	13.5	14.1	14.2	14.3	14.4	14.5	15.1	15.2	15.3	15.4	15.5	16.1	16.2	16.3	16.4	16.5	17.1	17.2	17.3	17.4	17.5	18.1	18.2	18.3	18.4	18.5
1	WTP incl Raw Water Pump Station & Pipeline Twinning	\$ 9,210,054	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	Water Reservoir with Pump Station & Associated Connections	\$ 1,700,382	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
3	Distribution System Upgrade	\$ 333,149	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
4	Mitchell St Water Main Extension	\$ 509,389	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
5	Fire Flow Improvement t- South Highway Dr to Duncan	\$ 100,403	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
6	Watermain 3rd Ave SE	\$ 116,297	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
7	Watermain Mitchell St N to Town's North Limit	\$ 255,506	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
8	Watermain 10th Ave N between Mitchell & Boundary	\$ -	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
9	Boundary Rd N - Dirkson Dr N to Town's North Limit	\$ 340,674	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
10	Water Tie-in 9th Ave	\$ 26,160	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
11	Watermain Broadway Ave E/Saamis to 9th Ave SE	\$ 188,368	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
		\$ 12,780,382																														

D7. Reserve Balance

The water reserve opening balance is in deficit (\$3,103,565.37) million. A negative balance indicates the presence of front-ending—i.e., this amount is owed to the Town by future development. The Town's ledgers should be amended to reflect this balance as it includes expenditures to date. In addition to establishing a dedicated, distinct and separate water offsite levy reserve (required by the MGA), it is also recommended that the Town develop a set of "sub-ledgers" to track the amounts due to front-ending parties, including interest owed in accordance with the rates in effect at that time.

Water Offsite Levy Reserve Balance

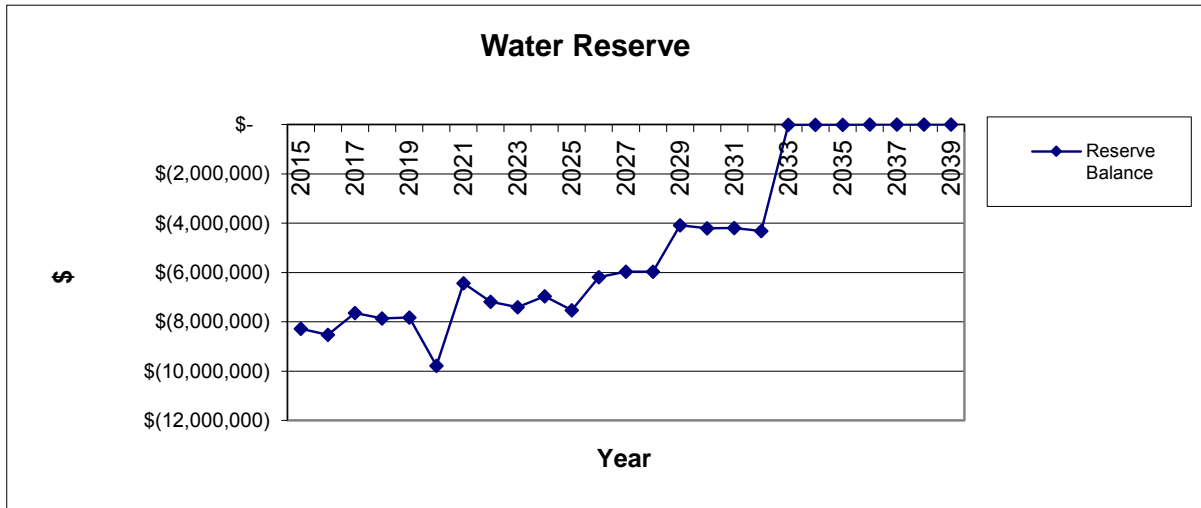
Description	Dr	Cr	Balance
Offsite Levy Expenditures to December 31, 2014		\$ 3,103,565.37	\$ (3,103,565.37)
Offsite Levy Receipt Allocations to December 31, 2014	\$ -		\$ (3,103,565.37)
Debenture Interest Accrued to December 31, 2014		\$ -	\$ (3,103,565.37)
Unallocated Receipts to December 31, 2014	\$ -		\$ (3,103,565.37)
Opening Balance			\$ (3,103,565.37)

D8. Development and Water Infrastructure Staging Impacts

Water offsite infrastructure will be constructed in staged fashion over the 25-year development period. We have reviewed the availability of offsite levy funds to meet these construction requirements and found that offsite levy reserve funds will not be sufficient to pay for construction of water infrastructure from time to time—front ending of infrastructure will be required. A front-ender is the party that constructs and pays up front for infrastructure that benefits other parties.

In order to compensate parties for capital they provide in front-ending offsite infrastructure construction, a 3.0% interest allowance has been charged to the reserve when in a negative balance. Further, a 1.0% interest credit has been provided to the reserve when it is in a positive balance. The graph and table below outline water levy reserve balances over the 25-year development period.

Anticipated Water Offsite Levy Reserve Balances



*The interest staging adjustment built into the rates ensures that the reserve always returns to breakeven by the end of the 25-year review period.

Anticipated Water Offsite Levy Reserve Balances

			Opening Balance	\$ (3,103,565)
Year	Receipts	Expenditure	Interest	Balance
2015	\$ 44,942	\$ 4,973,429	\$ (240,962)	\$ (8,273,015)
2016	\$ -	\$ -	\$ (248,190)	\$ (8,521,205)
2017	\$ 1,601,446	\$ 487,709	\$ (222,224)	\$ (7,629,691)
2018	\$ 12,134	\$ -	\$ (228,527)	\$ (7,846,084)
2019	\$ 258,938	\$ -	\$ (227,614)	\$ (7,814,760)
2020	\$ 694,797	\$ 2,366,143	\$ (284,583)	\$ (9,770,690)
2021	\$ 3,529,347	\$ -	\$ (187,240)	\$ (6,428,583)
2022	\$ 228,611	\$ 769,515	\$ (209,085)	\$ (7,178,571)
2023	\$ -	\$ -	\$ (215,357)	\$ (7,393,929)
2024	\$ 638,311	\$ -	\$ (202,669)	\$ (6,958,286)
2025	\$ 254,903	\$ 596,529	\$ (218,997)	\$ (7,518,909)
2026	\$ 1,515,073	\$ -	\$ (180,115)	\$ (6,183,951)
2027	\$ 392,041	\$ -	\$ (173,757)	\$ (5,965,668)
2028	\$ 180,547	\$ -	\$ (173,554)	\$ (5,958,675)
2029	\$ 1,992,335	\$ -	\$ (118,990)	\$ (4,085,330)
2030	\$ -	\$ -	\$ (122,560)	\$ (4,207,890)
2031	\$ 142,554	\$ -	\$ (121,960)	\$ (4,187,296)
2032	\$ -	\$ -	\$ (125,619)	\$ (4,312,915)
2033	\$ 4,303,553	\$ -	\$ (281)	\$ (9,642)
2034	\$ -	\$ -	\$ (289)	\$ (9,932)
2035	\$ -	\$ -	\$ (298)	\$ (10,230)
2036	\$ 10,230	\$ -	\$ 0	\$ 0
2037	\$ -	\$ -	\$ 0	\$ 0
2038	\$ -	\$ -	\$ 0	\$ 0
2039	\$ -	\$ -	\$ 0	\$ 0

APPENDIX E: Sanitary

Unless indicated otherwise, the information shown in this appendix reflects the status of infrastructure, costs, receipts, balances, etc. assuming all projects are included (Rate Scenario 1).

E1. Sanitary Offsite Infrastructure

In order to support future growth, sanitary offsite infrastructure is required. The estimated cost of this infrastructure is based upon: (a) actual construction costs to the cut-off date, (b) debenture interest associated with financing, and (c) future cost estimates. Total cost is approximately \$15.83 million as outlined in the table below. Actual costs, debenture interest (if any), and cost estimates were provided by Town staff. It is important to note that these costs represent “gross” costs, of which only a portion will go to support future development during the 25-year review period. The remainder of this section outlines how the “net” costs for future development are determined.

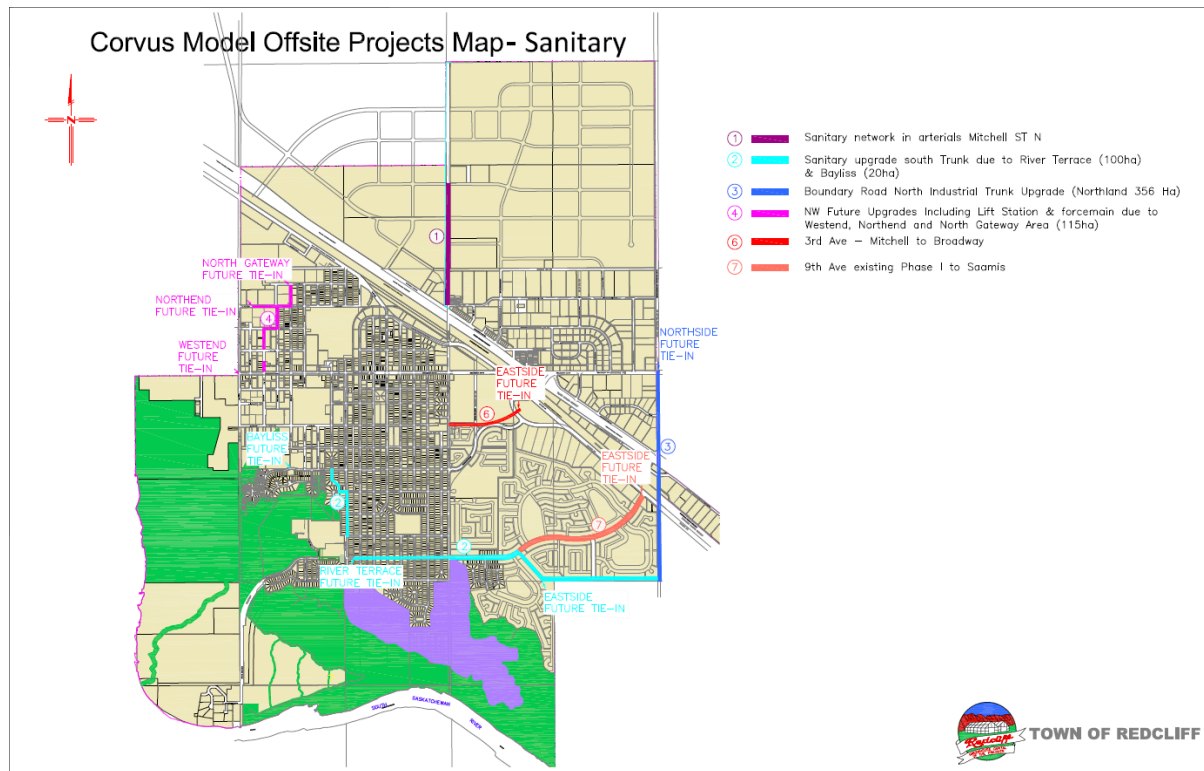
Summary of Sanitary Offsite Infrastructure

Item	Project Description	Cost of Completed Work	Debenture Interest	Estimated Cost of Work Yet to be Completed	Total Project Estimated Cost
1	Sanitary Network in Mitchell St N	\$ -	\$ -	\$ 614,900	\$ 614,900
2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	\$ -	\$ -	\$ 3,847,000	\$ 3,847,000
3	Boundary Rd N Industrial Trunk Upgrade	\$ -	\$ -	\$ 2,595,000	\$ 2,595,000
4	NW Future Upgrades	\$ -	\$ -	\$ 7,166,000	\$ 7,166,000
6	3rd Ave SE (Mitchell St to Broadway Ave)	\$ -	\$ -	\$ 410,150	\$ 410,150
7	9th Ave Sanitary Variable Sizes	\$ -	\$ -	\$ 1,201,800	\$ 1,201,800
		\$ -	\$ -	\$ 15,834,850	\$ 15,834,850

*Costs estimates provided by Town staff and their engineering advisors.

**Estimates include engineering fees and contingencies, and land costs where applicable.

***Projects 2 and 5 were transferred from the ICF. Project 5 has been omitted until such time as the project scope, costs estimates, and grants are confirmed. It will be added to the offsite levy during a future update.



Anticipated Start Year of Construction

Item	Project Description	Construction Start Year
1	Sanitary Network in Mitchell St N	2025
2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	2020
3	Boundary Rd N Industrial Trunk Upgrade	2025
4	NW Future Upgrades	2045
6	3rd Ave SE (Mitchell St to Broadway Ave)	2022
7	9th Ave Sanitary Variable Sizes	2020

E2. Sanitary Offsite Infrastructure Grants & Contributions to Date

The MGA enables a municipality to allocate the costs of offsite infrastructure to development, other than those costs that have been provided by way of special grant or contribution (i.e., contributed infrastructure). Town of Redcliff has received approximately \$0.41 million in special grants and contributions for sanitary offsite levy infrastructure as shown in the table below (note, if the Town receives additional grants or contributions in the future, it will be reflected in one of the annual updates and rates adjusted accordingly). The result is that the total reduced project estimated cost is approximately \$15.79 million.

Special Grants and Contributions for Sanitary Offsite Infrastructure

Item	Project Description	Total Project Estimated Cost	Special Grants	Developer Agreement Contributions	Reduced Project Estimated Cost
1	Sanitary Network in Mitchell St N	\$ 614,900	\$ -	\$ -	\$ 614,900
2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	\$ 3,847,000	\$ -	\$ 41,402	\$ 3,805,598
3	Boundary Rd N Industrial Trunk Upgrade	\$ 2,595,000	\$ -	\$ -	\$ 2,595,000
4	NW Future Upgrades	\$ 7,166,000	\$ -	\$ -	\$ 7,166,000
6	3rd Ave SE (Mitchell St to Broadway Ave)	\$ 410,150	\$ -	\$ -	\$ 410,150
7	9th Ave Sanitary Variable Sizes	\$ 1,201,800	\$ -	\$ -	\$ 1,201,800
		\$ 15,834,850	\$ -	\$ 41,402	\$ 15,793,448

*Developer contributions stem from ICF collections for ICF projects that were transferred to the offsite levy (see Section A9 in Appendix A).

E3. Sanitary Offsite Infrastructure Benefiting Parties

The sanitary offsite infrastructure previously outlined will benefit various parties to varying degrees. During this review three potential benefiting parties were identified including:

- Existing Growth (Town of Redcliff) – a portion of the sanitary infrastructure which is required to service existing residents.
- Other Stakeholders & Financial Oversizing – other parties (such as neighboring municipalities) that benefit from the infrastructure, as well as that portion of cost which benefits new development beyond the 25 year review period (“financial oversizing”). Financial oversizing is determined by calculating the pro rata portion of cost beyond the 25 year review period—by comparing the anticipated year of construction to the current year. When rates are updated in the future, the 25 year review period is moved forward and more and more oversizing costs are included in rate calculations. Accordingly, oversizing costs, though removed from rates today, are ultimately born by developers.
- Future Growth (Town of Redcliff Developers) – all growth related infrastructure (i.e., levyable sanitary infrastructure costs) during the 25 year rate planning period.

The table below outlines the allocation of sanitary offsite levy infrastructure costs to benefiting parties, as well as the year of construction which has been used to calculate financial oversizing. Percentage allocations have been determined after reducing sanitary offsite levy infrastructure costs for grants and contributions described earlier.

Allocation of Sanitary Infrastructure to Benefiting Parties

Item	Project Description	Reduced Project Estimated Cost	Muni Share %	Other Stakeholder Share & Financial Oversizing %	OSL / Developer Share %
1	Sanitary Network in Mitchell St N	\$ 614,900	16.3%	33.5%	50.2%
2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	\$ 3,805,598	55.6%	8.9%	35.5%
3	Boundary Rd N Industrial Trunk Upgrade	\$ 2,595,000	33.6%	26.5%	39.8%
4	NW Future Upgrades	\$ 7,166,000	71.7%	28.3%	0.0%
6	3rd Ave SE (Mitchell St to Broadway Ave)	\$ 410,150	0.0%	28.0%	72.0%
7	9th Ave Sanitary Variable Sizes	\$ 1,201,800	0.0%	20.0%	80.0%
		\$ 15,793,448			

*Project allocations were determined by Town staff using a ratio of gross land developed in benefiting basins to gross land undeveloped in benefitting basins.

E4. Receipts and Adjusted Net Costs

Using the offsite levy share percentages shown in the previous section and applying those percentages to project costs results in an offsite levy cost of approximately \$3.95 million. However, prior to allocating these costs to benefiting areas, existing offsite levy receipts collected from developers need to be considered in determining the residual/net costs to developers. Because this bylaw is new, no sanitary levies have been applied/collected as shown in the table below. This results in an adjusted offsite levy cost of approximately \$3.95 million.

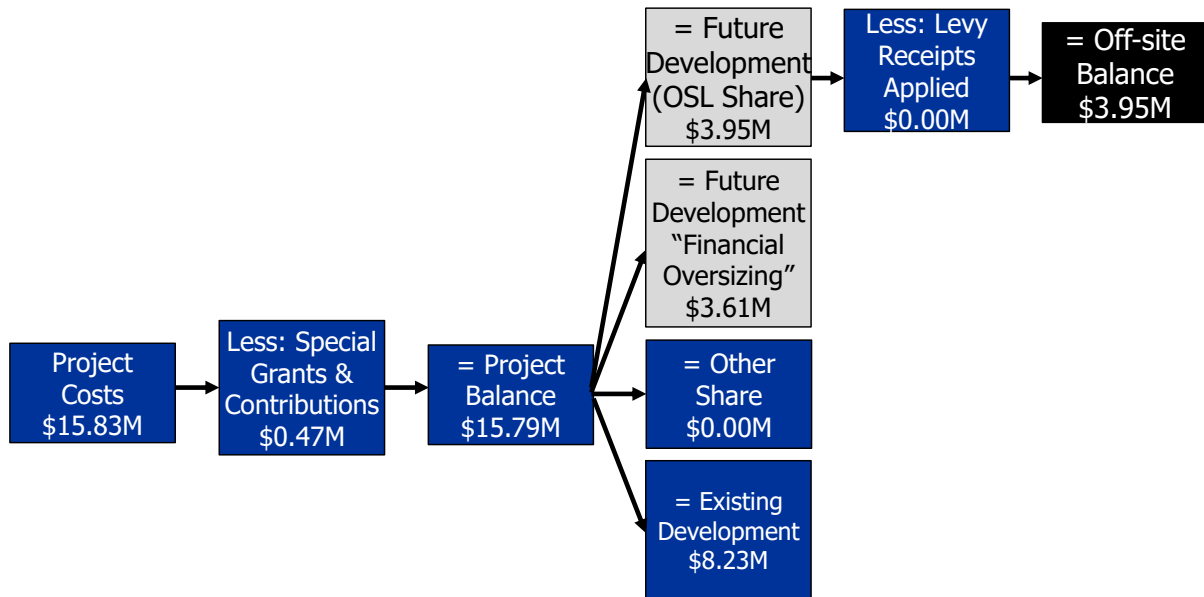
Offsite Levy Net Costs

Item	Project Description	Muni Cost	Other Stakeholder Cost & Oversizing	Developer Cost (Leviable Costs)	Offsite Levy Funds Collected Starting Jan 1, 2015	Adjusted Developer (Levy) Cost
1	Sanitary Network in Mitchell St N	\$ 100,167	\$ 205,893	\$ 308,840	\$ -	\$ 308,840
2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	\$ 2,117,435	\$ 337,633	\$ 1,350,531	\$ -	\$ 1,350,531
3	Boundary Rd N Industrial Trunk Upgrade	\$ 872,958	\$ 688,817	\$ 1,033,225	\$ -	\$ 1,033,225
4	NW Future Upgrades	\$ 5,139,455	\$ 2,026,545	\$ -	\$ -	\$ -
6	3rd Ave SE (Mitchell St to Broadway Ave)	\$ -	\$ 114,842	\$ 295,308	\$ -	\$ 295,308
7	9th Ave Sanitary Variable Sizes	\$ -	\$ 240,360	\$ 961,440	\$ -	\$ 961,440
		\$ 8,230,015	\$ 3,614,089	\$ 3,949,344	\$ -	\$ 3,949,344

E5. Summary of Sanitary Offsite Levy Cost Flow-through

As shown in the figure below, the total costs for sanitary infrastructure that forms the basis of the rate is approximately \$3.95 million. The cost allocations to each benefitting party are based on the benefitting percentages shown in the previous section. The offsite levy balance (due from developers) is allocated to various benefitting areas (as described in the next section).

Total Sanitary Offsite Levy Costs



*Future development share of cost is depicted in the 'grey' boxes, though that portion identified as 'financial oversizing' is removed from rates today. Financial oversizing costs will gradually find their way into offsite levy rates as the year of construction approaches.

E6. Sanitary Infrastructure Benefiting Areas

Net developer costs have been allocated to 1 or more of the 18 offsite levy areas by Town engineering staff as shown in the tables below. Those areas that benefit are "lit up" by the number designator '1'.

Item	Project Description	Developer Cost	1.1	1.2	1.3	1.4	1.5	2.1	2.2	2.3	2.4	2.5	3.1	3.2	3.3	3.4	3.5	4.1	4.2	4.3	4.4	4.5	5.1	5.2	5.3	5.4	5.5	6.1	6.2	6.3	6.4	6.5
1	Sanitary Network in Mitchell St N	\$ 308,840											1	1	1	1	1	1	1	1	1	1										
2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	\$ 1,350,531																														
3	Boundary Rd N Industrial Trunk Upgrade	\$ 1,033,225	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1							1	1	1	1
4	NW Future Upgrades	\$ -																														
6	3rd Ave SE (Mitchell St. to Broadway Ave)	\$ 295,308																					1	1	1	1	1					
7	9th Ave Sanitary Variable Sizes	\$ 961,440																														
		\$ 3,949,344																														

Item	Project Description	Developer Cost	7.1	7.2	7.3	7.4	7.5	8.1	8.2	8.3	8.4	8.5	9.1	9.2	9.3	9.4	9.5	10.1	10.2	10.3	10.4	10.5	11.1	11.2	11.3	11.4	11.5	12.1	12.2	12.3	12.4	12.5
1	Sanitary Network in Mitchell St N	\$ 308,840																														
2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	\$ 1,350,531											1	1	1	1	1	1	1	1	1	1										
3	Boundary Rd N Industrial Trunk Upgrade	\$ 1,033,225	1	1	1	1	1	1	1	1	1	1																				
4	NW Future Upgrades	\$ -																														
6	3rd Ave SE (Mitchell St. to Broadway Ave)	\$ 295,308																														
7	9th Ave Sanitary Variable Sizes	\$ 961,440																														
		\$ 3,949,344																														

Item	Project Description	Developer Cost	13.1	13.2	13.3	13.4	13.5	14.1	14.2	14.3	14.4	14.5	15.1	15.2	15.3	15.4	15.5	16.1	16.2	16.3	16.4	16.5	17.1	17.2	17.3	17.4	17.5	18.1	18.2	18.3	18.4	18.5
1	Sanitary Network in Mitchell St N	\$ 308,840																														
2	Upgrade to South Trunk Due to Addition of Bayliss Area & River Terrace	\$ 1,350,531						1	1	1	1	1																				
3	Boundary Rd N Industrial Trunk Upgrade	\$ 1,033,225																														
4	NW Future Upgrades	\$ -																														
6	3rd Ave SE (Mitchell St. to Broadway Ave)	\$ 295,308	1	1	1	1	1																									
7	9th Ave Sanitary Variable Sizes	\$ 961,440	1	1	1	1	1																									
		\$ 3,949,344																														

E7. Reserve Balance

The sanitary reserve opening balance is \$0. In addition to establishing a dedicated, distinct and separate sanitary offsite levy reserve (required by the MGA), it is also recommended that the Town develop a set of “sub-ledgers” to track the amounts due to front-ending parties, including interest owed in accordance with the rates in effect at that time.

Sanitary Offsite Levy Reserve Balance

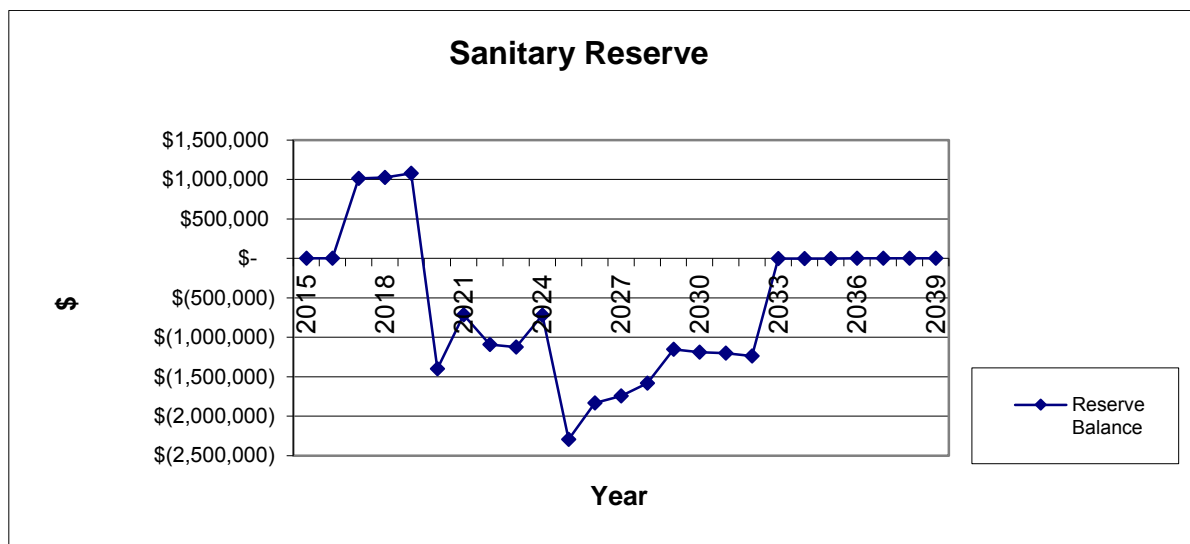
Description	Dr	Cr	Balance
Offsite Levy Expenditures to December 31, 2014		\$ -	\$ -
Offsite Levy Receipt Allocations to December 31, 2014	\$ -		\$ -
Debenture Interest Accrued to December 31, 2014		\$ -	\$ -
Unallocated Receipts to December 31, 2014	\$ -		\$ -
Opening Balance			\$ -

E8. Development and Sanitary Infrastructure Staging Impacts

Sanitary offsite infrastructure will be constructed in staged fashion over the 25-year development period. We have reviewed the availability of offsite levy funds to meet these construction requirements and found that offsite levy reserve funds will not be sufficient to pay for construction of sanitary infrastructure from time to time—front ending of infrastructure will be required. A front-end is the party that constructs and pays up front for infrastructure that benefits other parties.

In order to compensate parties for capital they provide in front-ending offsite infrastructure construction, a 3.0% interest allowance has been charged to the reserve when in a negative balance. Further, a 1.0% interest credit has been provided to the reserve when it is in a positive balance. The graph and table below outline sanitary levy reserve balances over the 25-year development period.

Anticipated Sanitary Offsite Levy Reserve Balances



*The interest staging adjustment built into the rates ensures that the reserve always returns to breakeven by the end of the 25-year review period.

Anticipated Sanitary Offsite Levy Reserve Balances

		Opening Balance			\$ -
Year	Receipts	Expenditure	Interest	Balance	
2015	\$ -	\$ -	\$ -	\$ -	
2016	\$ -	\$ -	\$ -	\$ -	
2017	\$ 1,002,669	\$ -	\$ 10,027	\$ 1,012,695	
2018	\$ 4,219	\$ -	\$ 10,169	\$ 1,027,084	
2019	\$ 42,043	\$ -	\$ 10,691	\$ 1,079,818	
2020	\$ 241,590	\$ 2,680,208	\$ (40,764)	\$ (1,399,564)	
2021	\$ 704,332	\$ -	\$ (20,857)	\$ (716,089)	
2022	\$ 17,739	\$ 363,192	\$ (31,846)	\$ (1,093,387)	
2023	\$ -	\$ -	\$ (32,802)	\$ (1,126,189)	
2024	\$ 426,208	\$ -	\$ (20,999)	\$ (720,981)	
2025	\$ 297,742	\$ 1,803,623	\$ (66,806)	\$ (2,293,667)	
2026	\$ 515,232	\$ -	\$ (53,353)	\$ (1,831,789)	
2027	\$ 136,318	\$ -	\$ (50,864)	\$ (1,746,335)	
2028	\$ 210,890	\$ -	\$ (46,063)	\$ (1,581,509)	
2029	\$ 460,612	\$ -	\$ (33,627)	\$ (1,154,523)	
2030	\$ -	\$ -	\$ (34,636)	\$ (1,189,159)	
2031	\$ 23,146	\$ -	\$ (34,980)	\$ (1,200,993)	
2032	\$ -	\$ -	\$ (36,030)	\$ (1,237,023)	
2033	\$ 1,235,503	\$ -	\$ (46)	\$ (1,566)	
2034	\$ -	\$ -	\$ (47)	\$ (1,613)	
2035	\$ -	\$ -	\$ (48)	\$ (1,661)	
2036	\$ 1,661	\$ -	\$ 0	\$ 0	
2037	\$ -	\$ -	\$ 0	\$ 0	
2038	\$ -	\$ -	\$ 0	\$ 0	
2039	\$ -	\$ -	\$ 0	\$ 0	

APPENDIX F: Stormwater

Unless indicated otherwise, the information shown in this appendix reflects the status of infrastructure, costs, receipts, balances, etc. assuming all projects are included (Rate Scenario 1).

F1. Stormwater Offsite Infrastructure

In order to support future growth, stormwater offsite infrastructure is required. The estimated cost of this infrastructure is based upon: (a) actual construction costs to the cut-off date, (b) debenture interest associated with financing, and (c) future cost estimates. Total cost is approximately \$5.99 million as outlined in the table below. Actual costs, debenture interest (if any), and cost estimates were provided by Town staff. It is important to note that these costs represent “gross” costs, of which only a portion will go to support future development during the 25-year review period. The remainder of this section outlines how the “net” costs for future development are determined.

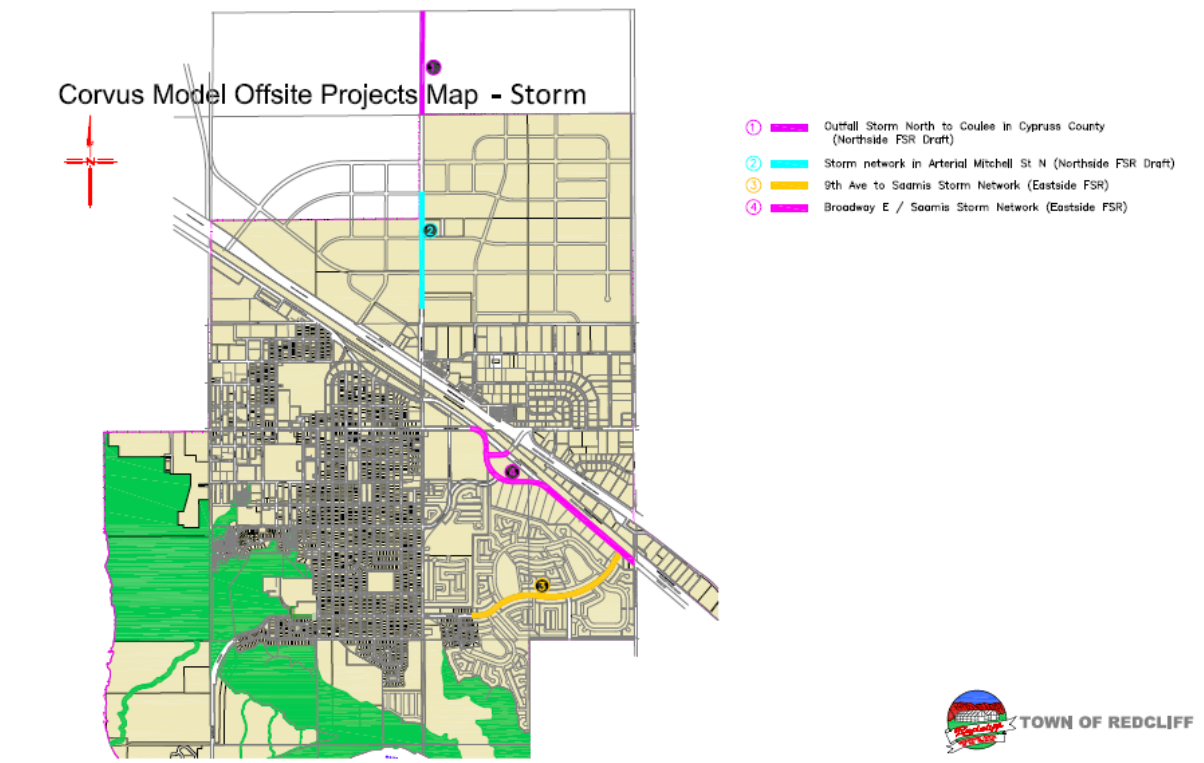
Summary of Stormwater Offsite Infrastructure

Item	Project Description	Cost of Completed Work	Debenture Interest	Estimated Cost of Work Yet to be Completed	Total Project Estimated Cost
1	Outfall Storm N	\$ -	\$ -	\$ 1,014,000	\$ 1,014,000
2	Storm Network Mitchell St N	\$ -	\$ -	\$ 1,365,000	\$ 1,365,000
3	Storm Network in 9th Ave	\$ -	\$ -	\$ 1,448,980	\$ 1,448,980
4	Storm Network in Broadway Ave E/Saamis Dr	\$ -	\$ -	\$ 958,750	\$ 958,750
5	Storm Pond Interconnections (3)	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000
		\$ -	\$ -	\$ 5,986,730	\$ 5,986,730

*Costs estimates provided by Town staff and their engineering advisors.

**Estimates include engineering fees and contingencies, and land costs where applicable.

***Project 5 was transferred from the ICF.



Anticipated Start Year of Construction

Item	Project Description	Construction Start Year
1	Outfall Storm N	2025
2	Storm Network Mitchell St N	2025
3	Storm Network in 9th Ave	2020
4	Storm Network in Broadway Ave E/Saamis Dr	2025
5	Storm Pond Interconnections (3)	2020

F2. Stormwater Offsite Infrastructure Grants & Contributions to Date

The MGA enables a municipality to allocate the costs of offsite infrastructure to development, other than those costs that have been provided by way of special grant or contribution (i.e., contributed infrastructure). Town of Redcliff has received approximately \$0.04 million in special grants and contributions for stormwater offsite levy infrastructure as shown in the table below (note, if the Town receives other grants or contributions in the future, it will be reflected in one of the annual updates and rates adjusted accordingly). The result is that the total reduced project estimated cost is approximately \$5.94 million.

Special Grants and Contributions for Stormwater Offsite Infrastructure

Item	Project Description	Total Project Estimated Cost	Special Provincial Grants	Developer Agreement Contributions	Reduced Project Estimated Cost
1	Outfall Storm N	\$ 1,014,000	\$ -	\$ -	\$ 1,014,000
2	Storm Network Mitchell St N	\$ 1,365,000	\$ -	\$ -	\$ 1,365,000
3	Storm Network in 9th Ave	\$ 1,448,980	\$ -	\$ -	\$ 1,448,980
4	Storm Network in Broadway Ave E/Saamis Dr	\$ 958,750	\$ -	\$ -	\$ 958,750
5	Storm Pond Interconnections (3)	\$ 1,200,000	\$ -	\$ 41,965	\$ 1,158,035
		\$ 5,986,730	\$ -	\$ 41,965	\$ 5,944,765

*Developer contributions stem from ICF collections for ICF projects that were transferred to the offsite levy (see Section A9 in Appendix A).

F3. Stormwater Offsite Infrastructure Benefiting Parties

The stormwater offsite infrastructure previously outlined will benefit various parties to varying degrees. During this review three potential benefiting parties were identified including:

- Existing Growth (Town of Redcliff) – a portion of the stormwater infrastructure which is required to service existing residents.
- Other Stakeholders & Financial Oversizing – other parties (such as neighboring municipalities) that benefit from the infrastructure, as well as that portion of cost which benefits new development beyond the 25 year review period (“financial oversizing”). Financial oversizing is determined by calculating the pro rata portion of cost beyond the 25 year review period—by comparing the anticipated year of construction to the current year. When rates are updated in the future, the 25 year review period is moved forward and more and more oversizing costs are included in rate calculations. Accordingly, oversizing costs, though removed from rates today, are ultimately born by developers.
- Future Growth (Town of Redcliff Developers) – all growth related infrastructure (i.e., levyable stormwater infrastructure costs) during the 25 year rate planning period.

The table below outlines the allocation of stormwater offsite levy infrastructure costs to benefiting parties, as well as the year of construction which has been used to calculate financial oversizing. Percentage allocations have been determined after reducing stormwater offsite levy infrastructure costs for grants and contributions described earlier.

Allocation of Stormwater Infrastructure to Benefiting Parties

Item	Project Description	Reduced Project Estimated Cost	Muni Share %	Other Stakeholder Share & Financial Oversizing %	OSL / Developer Share %
1	Outfall Storm N	\$ 1,014,000	13.2%	34.7%	52.1%
2	Storm Network Mitchell St N	\$ 1,365,000	16.3%	33.5%	50.2%
3	Storm Network in 9th Ave	\$ 1,448,980	0.0%	20.0%	80.0%
4	Storm Network in Broadway Ave E/Saamis Dr	\$ 958,750	0.0%	40.0%	60.0%
5	Storm Pond Interconnections (3)	\$ 1,158,035	0.0%	20.0%	80.0%
		\$ 5,944,765			

*Project allocations were determined by Town staff using a ratio of gross land developed in benefiting basins to

gross land undeveloped in benefitting basins.

F4. Receipts and Adjusted Net Costs

Using the offsite levy share percentages shown in the previous section and applying those percentages to project costs results in an offsite levy cost of approximately \$3.87 million. However, prior to allocating these costs to benefitting areas, existing offsite levy receipts collected from developers need to be considered in determining the residual/net costs to developers. Because this bylaw is new, no stormwater levies have been applied/collected as shown in the table below. This results in an adjusted offsite levy cost of approximately \$3.87 million.

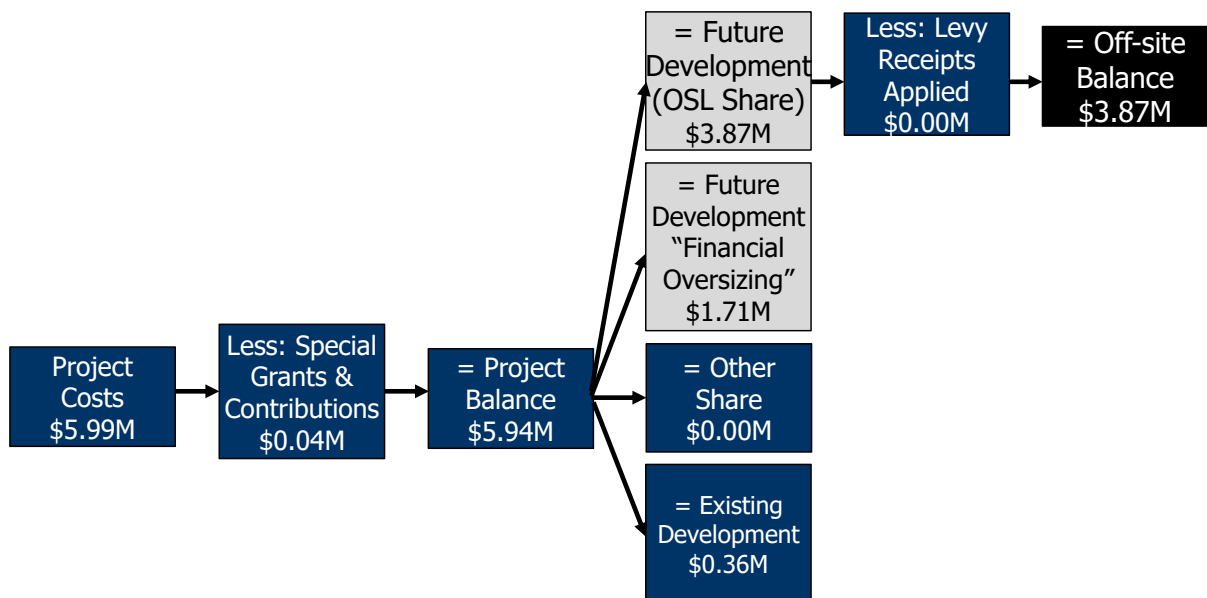
Offsite Levy Net Costs

Item	Project Description	Muni Cost	Other Stakeholder Cost & Oversizing	Developer Cost (Leviable Costs)	Offsite Levy Funds Collected Starting Jan 1, 2015	Adjusted Developer (Levy) Cost
1	Outfall Storm N	\$ 134,051	\$ 351,980	\$ 527,970	\$ -	\$ 527,970
2	Storm Network Mitchell St N	\$ 222,359	\$ 457,057	\$ 685,585	\$ -	\$ 685,585
3	Storm Network in 9th Ave	\$ -	\$ 289,796	\$ 1,159,184	\$ -	\$ 1,159,184
4	Storm Network in Broadway Ave E/Saamis Dr	\$ -	\$ 383,500	\$ 575,250	\$ -	\$ 575,250
5	Storm Pond Interconnections (3)	\$ -	\$ 231,607	\$ 926,428	\$ -	\$ 926,428
		\$ 356,409	\$ 1,713,939	\$ 3,874,416	\$ -	\$ 3,874,416

F5. Summary of Stormwater Offsite Levy Cost Flow-through

As shown in the figure below, the total cost for stormwater infrastructure that forms the basis of the rate is approximately \$3.87 million. The cost allocations to each benefitting party are based on the benefitting percentages shown in previous section. The offsite levy balance (due from developers) is allocated to various benefitting areas (as described in the next section).

Total Stormwater Offsite Levy Costs



*Future development share of cost is depicted in the 'grey' boxes, though that portion identified as 'financial oversizing' is removed from rates today. Financial oversizing costs will gradually find their way into offsite levy rates as the year of construction approaches.

F6. Stormwater Infrastructure Benefiting Areas

Net developer costs have been allocated to 1 or more of the 18 offsite levy areas by Town engineering staff as shown in the tables below. Those areas that benefit are "lit up" by the number designator '1'.

Item	Project Description	Developer Cost	1.1	1.2	1.3	1.4	1.5	2.1	2.2	2.3	2.4	2.5	3.1	3.2	3.3	3.4	3.5	4.1	4.2	4.3	4.4	4.5	5.1	5.2	5.3	5.4	5.5	6.1	6.2	6.3	6.4	6.5	
1	Outfall Storm N	\$ 527,970	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1							1	1	1	1	1
2	Storm Network Mitchell St N	\$ 685,585											1	1	1	1	1	1	1	1	1	1											
3	Storm Network in 9th Ave	\$ 1,159,184																															
4	Storm Network in Broadway Ave E/Saamis Dr	\$ 575,250																															
5	Storm Pond Interconnections (3)	\$ 926,428																															
		\$ 3,874,416																															

Item	Project Description	Developer Cost	7.1	7.2	7.3	7.4	7.5	8.1	8.2	8.3	8.4	8.5	9.1	9.2	9.3	9.4	9.5	10.1	10.2	10.3	10.4	10.5	11.1	11.2	11.3	11.4	11.5	12.1	12.2	12.3	12.4	12.5
1	Outfall Storm N	\$ 527,970																														
2	Storm Network Mitchell St N	\$ 685,585																														
3	Storm Network in 9th Ave	\$ 1,159,184																														
4	Storm Network in Broadway Ave E/Saamis Dr	\$ 575,250																														
5	Storm Pond Interconnections (3)	\$ 926,428																														
		\$ 3,874,416																														

Item	Project Description	Developer Cost	13.1	13.2	13.3	13.4	13.5	14.1	14.2	14.3	14.4	14.5	15.1	15.2	15.3	15.4	15.5	16.1	16.2	16.3	16.4	16.5	17.1	17.2	17.3	17.4	17.5	18.1	18.2	18.3	18.4	18.5
1	Outfall Storm N	\$ 527,970																														
2	Storm Network Mitchell St N	\$ 685,585																														
3	Storm Network in 9th Ave	\$ 1,159,184	1	1	1	1	1	1	1	1	1	1																				
4	Storm Network in Broadway Ave E/Saamis Dr	\$ 575,250	1	1	1	1	1																									
5	Storm Pond Interconnections (3)	\$ 926,428	1	1	1	1	1	1	1	1	1	1																				
		\$ 3,874,416																														

F7. Reserve Balance

The stormwater reserve opening balance is \$0. In addition to establishing a dedicated, distinct and separate stormwater offsite levy reserve (required by the MGA), it is also recommended that the Town develop a set of "sub-ledgers" to track the amounts due to front-ending parties, including interest owed in accordance with the rates in effect at that time.

Stormwater Offsite Levy Reserve Balance

Description	Dr	Cr	Balance
Offsite Levy Expenditures to December 31, 2014		\$ -	\$ -
Offsite Levy Receipt Allocations to December 31, 2014	\$ -		\$ -
Debt Interest Accrued to December 31, 2014		\$ -	\$ -
Unallocated Receipts to December 31, 2014	\$ -		\$ -
Opening Balance			\$ -

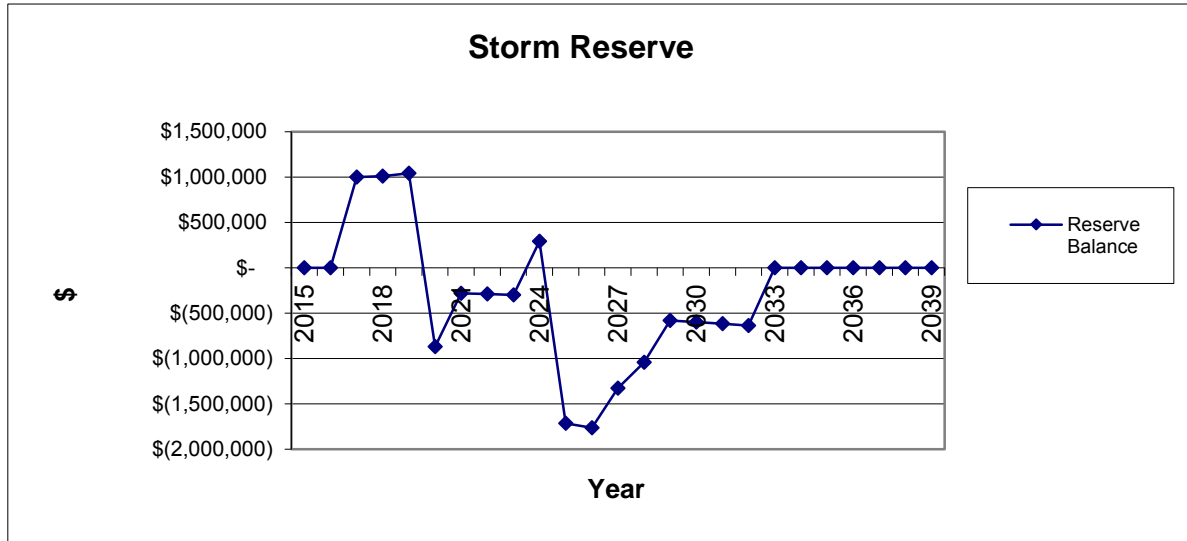
F8. Development and Stormwater Infrastructure Staging Impacts

Stormwater offsite infrastructure will be constructed in staged fashion over the 25-year development period. We have reviewed the availability of offsite levy funds to meet these construction requirements and found that offsite levy reserve funds will not be sufficient to pay for construction of stormwater infrastructure from time to time—front ending of infrastructure will be required. A front-end is the party that constructs and pays up front for infrastructure that benefits other parties.

In order to compensate parties for capital they provide in front-ending offsite infrastructure

construction, a 3.0% interest allowance has been charged to the reserve when in a negative balance. Further, a 1.0% interest credit has been provided to the reserve when it is in a positive balance. The graph and table below outline stormwater levy reserve balances over the 25-year development period.

Anticipated Stormwater Offsite Levy Reserve Balances



*The interest staging adjustment built into the rates ensures that the reserve always returns to breakeven by the end of the 25-year review period.

Anticipated Stormwater Offsite Levy Reserve Balances

		Opening Balance			\$ -
Year	Receipts	Expenditure	Interest	Balance	
2015	\$ -	\$ -	\$ -	\$ -	
2016	\$ -	\$ -	\$ -	\$ -	
2017	\$ 988,147	\$ -	\$ 9,881	\$ 998,028	
2018	\$ -	\$ -	\$ 9,980	\$ 1,008,009	
2019	\$ 22,452	\$ -	\$ 10,305	\$ 1,040,765	
2020	\$ 531,144	\$ 2,417,796	\$ (25,377)	\$ (871,264)	
2021	\$ 597,755	\$ -	\$ (8,205)	\$ (281,714)	
2022	\$ -	\$ -	\$ (8,451)	\$ (290,165)	
2023	\$ -	\$ -	\$ (8,705)	\$ (298,870)	
2024	\$ 588,737	\$ -	\$ 2,899	\$ 292,765	
2025	\$ 446,005	\$ 2,404,004	\$ (49,957)	\$ (1,715,190)	
2026	\$ -	\$ -	\$ (51,456)	\$ (1,766,646)	
2027	\$ 476,132	\$ -	\$ (38,715)	\$ (1,329,229)	
2028	\$ 315,903	\$ -	\$ (30,400)	\$ (1,043,725)	
2029	\$ 477,462	\$ -	\$ (16,988)	\$ (583,252)	
2030	\$ -	\$ -	\$ (17,498)	\$ (600,749)	
2031	\$ -	\$ -	\$ (18,022)	\$ (618,772)	
2032	\$ -	\$ -	\$ (18,563)	\$ (637,335)	
2033	\$ 637,335	\$ -	\$ -	\$ (0)	
2034	\$ -	\$ -	\$ -	\$ (0)	
2035	\$ -	\$ -	\$ -	\$ (0)	
2036	\$ -	\$ -	\$ -	\$ (0)	
2037	\$ -	\$ -	\$ -	\$ (0)	
2038	\$ -	\$ -	\$ -	\$ (0)	
2039	\$ -	\$ -	\$ -	\$ (0)	

APPENDIX G: Benchmark Comparisons

The Town's average offsite levy rate is compared to other Alberta municipalities in the table below. The rate is similar to most municipalities of comparable size, and less than the Town's primary municipal competitor—the City of Medicine Hat.

Benchmark Comparison

Municipality / Area	Low	High	Average
Town of Hinton	~\$56,200	~\$56,200	~\$56,200
City of Lacombe (in process)*	\$23,214	\$189,061	\$60,446
Town of Drayton Valley (in process)*	\$51,548	\$78,204	\$60,684
Town of Sylvan Lake*	\$42,103	\$141,281	\$65,477
Town of Blackfalds	\$41,102	\$113,393	~\$66,446
Town of Edson*	\$17,798	\$160,069	\$77,434
Town of Rocky Mountain House (in process)*	\$59,208	\$162,351	\$90,716
Town of Strathmore (incl Area Charge)	\$67,141	\$97,320	~\$93,300
Red Deer County (Gasoline Alley)	\$64,155	\$141,333	~\$96,458
Leduc County*	\$106,255	\$106,255	\$106,255
Town of Redcliff*	\$79,938	\$208,538	\$109,205
City of Leduc*	\$80,837	\$140,191	~\$110,000
Town of High River	\$118,270	\$145,920	~\$130,000
Town of Beaumont*	\$148,115	\$324,466	\$160,900
City of Medicine Hat*	\$132,286	\$476.918	~\$250,000

**BYLAW NO. 1825/2016
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA**

A BYLAW OF THE TOWN OF REDCLIFF to provide for the levying, collecting of charges and rates for water service.

AND WHEREAS the *Municipal Government Act* authorizes a Council to pass Bylaws respecting public utilities,

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

TITLE

1. This Bylaw shall be known and may be cited as the **"Water Rates Bylaw"** of the Town of Redcliff and comes into force on third reading and signing of this bylaw.

INTERPRETATION AND DEFINITIONS

2. In this Bylaw:
 - a) **"BULK WATER STATION"** shall mean the site located within the Town of Redcliff where bulk purchases of water may be obtained from a metered facility.
 - b) **"COUNCIL"** shall mean The Municipal Council of the Town of Redcliff.
 - c) **"DUE DATE"** shall mean the statement date shown on the billing that all rates, fees, and charges are due and payable.
 - d) **"M³"** shall mean the measure of volume of one cubic meter.
 - e) **"MULTI-UNIT BUILDING"** shall mean a building which has more than one (1) self-contained business, residence or combination of both.
 - f) **"PORTABLE HYDRANT METER"** shall mean a water meter that attaches to a fire hydrant for the purpose of allowing bulk purchases of water.
 - g) **"SATISFACTORY CREDIT HISTORY"** shall mean a customer who has not been on the shutoff list and has paid their utility billings on time for the previous twelve (12) months.
 - h) **"TENANT"** shall mean anyone other than the owner of a property.
 - i) **"TOWN"** shall mean the Municipal Corporation of the Town of Redcliff.
 - j) **"WATER VALVE ENCUMBRANCE"** shall mean the device used to seal a water valve that has been tampered with on a continuing basis.

TREATED WATER RATES WITHIN TOWN LIMITS

3. Every person, firm or corporation being the registered owner, occupant or purchaser entitled to possession of property within The Town Limits which is served directly or indirectly by a service connection to the Town water Distribution system, shall require a water meter and shall pay to the Town the following water rates, payable monthly or bi-monthly at the discretion of the Council:

Residential		
	<u>Monthly Rate</u>	<u>Bi-Monthly Rate</u>
Admin Component	\$4.41	\$8.82
Capital Component	\$34.90	\$69.80
Total	39.31	\$78.62

Non-Residential		
	<u>Monthly Rate</u>	<u>Bi-Monthly Rate</u>
Admin Component	\$4.41	\$8.82
Capital Component	\$44.30	\$88.60
Total	\$48.71	\$97.42

Greenhouse		
	<u>Monthly Rate</u>	<u>Bi-Monthly Rate</u>
Admin Component	\$4.41	\$8.82
Capital Component	\$174.20	\$348.40
Total	\$178.61	\$357.22

4. Any water consumed shall be charged to the customer at the rate of \$ 0.97 per M³.
5. Owners of Multi-unit buildings shall receive one (1) water service from the Town of Redcliff to service the entire building. The owners of a Multi-unit building shall receive one water meter to service the entire building; additional meters may be purchased at the cost of the owner. The owners of the Multi-unit building shall be charged the minimum monthly or bi-monthly rate as designated per unit in the building.

TREATED WATER RATES OUTSIDE TOWN LIMITS

6. Customers outside the Town limits, who are serviced with treated water from the Town, shall pay the rates outlined in 3.
7. Any water consumed shall be charged to the customer at the rate of \$ 3.25 per M³.

UNTREATED WATER RATES WITHIN TOWN LIMITS

8. Customers within the Town limits who are serviced with untreated water from the Town, shall pay 100% of admin component and 20% of the capital component the rates outlined in 3 and 4 with the exception of the Capital Component. as well as 100% of the consumption rate outlined in 4.

BULK WATER

9. For customers utilizing the Bulk Water Station the following rates shall apply:
 - a) Monthly Fee of \$ 39.38, plus the cost of water consumed shall be charged to the customer at the rate of \$ 3.00 per M³. The Town reserves the right to refuse and/or disconnect a Bulk Water Station service without notice.
10. Notwithstanding ~~subsections 3, 3.1 and 3.2~~ sections 3, 4, 8 7 9, Council may direct a person, firm or corporation being the registered owner, occupant or purchaser entitled to possession of property within the Town Limits which is served directly or indirectly by a service connection to the Town water Distribution system, to pay to the Town the following bulk water rates, payable monthly or bi-monthly at the discretion of the Council:
 - a) Monthly Fee of \$39.38, plus the cost of water consumed shall be charged to the customer at the rate of \$3.00 per M³. The Town reserves the right to suspend or reduce a bulk water service on twenty four (24) hours written notice. Suspension or reduction of said bulk water service shall be determined by the Public Services Director as he deems necessary to ensure the adequate supply and delivery of domestic water to the Town of Redcliff users. Failure to abide by any suspension or reduction shall result in termination of service without notice.
11. For customers utilizing the Portable Hydrant Meter the following rates shall apply:
 - a) Monthly Fee of \$39.38, plus the cost of water consumed shall be charged to the customer at the rate of \$3.00 per M³. A security deposit of \$2,000.00 is required and will be refunded upon the Portable Hydrant Meter being returned to the Town

undamaged. The Town reserves the right to refuse rental of the Portable Hydrant Meter.

MISCELLANEOUS RATES

12. The charge for a service call (i.e. water turned on/off) made by the Town during regular work hours shall be:

1. Delinquent accounts -Reconnect	-	\$60.00
2. Delinquent accounts turn on after hours	-	Effective Call Out Labour Rate
3. Greenhouse meter removal for freeze out	-	\$50.00
4. Greenhouse meter reinstallation	-	\$50.00
5. Frost damaged meter replacement	-	\$40.00 plus cost-of meter (Approximately \$150.00 to \$600.00)
6. Garden service installation	-	\$30.00
7. Garden service removal	-	\$30.00
8. Service call - off/on (same day)	-	\$30.00
9. Service call – Disconnect (Temporary/Seasonal Vacancy)	-	\$50.00
10. Service call – Reconnect (Temporary/Seasonal Vacancy)	-	\$50.00
11. Meter Testing	-	\$50.00
12. Temporary Service during construction (60 days)	-	\$50.00
13. Replace damaged read out	-	\$30.00 plus cost

(*GST not included in above rates)

13. Any such service requested after regular hours shall be billed to the customer requesting the service call, at the effective call-out labour rate applicable.
14. The charge for activating a water valve that has a water service encumbrance attached shall pay the sum of \$100.00 plus GST for the service call made by the Town to unseal the water service encumbrance.
15. Owners or occupants requiring water service from the Town of Redcliff are required to pay a sign on fee of \$10.00.

TEMPORARY WATER SERVICE

16. A temporary water service is available to building contractors to provide them with a limited water supply required for construction activities such as concrete work, stuccoing, drywalling, and masonry. The cost for this service is outlined in Section ~~7~~12.

-
17. A temporary water service is available for a maximum of sixty (60) days or until:
- a) the contractor request the water meter from the Town; or
 - b) the Town determines that the plumbing is completed to the stage where a water meter can be installed, or
 - c) the temporary water service is being used for something other than what is intended.
18. The Town reserves the right to refuse and/or disconnect a temporary water service without further notice.
19. Upon termination of the temporary water service, the owner will be required to make application for a standard water service.

DEPOSIT

20. All tenants receiving water service from the Town shall deposit the sum of \$150.00 with the
- Town to be held in trust. Such deposit shall be paid interest at the rate of zero (0%) per cent.
21. The deposit fee shall be returned to the tenant when:
- a) The tenant terminates their utility account with the Town and does not enter into an account for utility services to another property as a tenant within the Town's service area. The Town shall read the meter and determine the final billing and the balance of any unpaid Town utilities shall be deducted from the deposit fee.
 - b) Upon application, when a residential tenant or non-residential tenant maintains a Satisfactory Credit History for 12 consecutive months.
22. Owners of a single family dwelling wishing to have utility services continue upon the renter signing off may complete Schedule 'A' which will have billing revert to the owner from the date the renter signs off.

PENALTIES

23. In the event a utility invoice:
- a) remains unpaid on the 21st day following the due date, there shall be

added thereto by way of penalty, an amount which shall be two and one half percent (2 1/2 %) of the unpaid current utility invoice. The said penalty shall be added to and shall form part of the unpaid utility invoice.

- b) remains unpaid on the 31st day following the due date the Town of Redcliff shall issue a water service disconnection notice which shall notify the user that the

water service may be disconnected on the date specified in the water disconnection notice; however the date of disconnection shall not be less than 10 days after the mailing date of the water disconnection notice.

24. Water service charges in default including penalties shall constitute a debt owing to the Town which may be recovered:

- a) By action in a court of competent jurisdiction, or
- b) By distress and sale of goods and chattels of the person owing such rates and charges wherever they may be found in the municipality, or
- c) Where the occupant is the owner or purchaser of a building or lot or part of a lot, the sum payable by him for such rates or charges are a preferential lien and charge on the building or lot or part of a lot and on the personal property of the debtor and may be levied and collected in like manner as municipal rates and taxes recoverable, or
- d) Where the occupant is a person other than the owner or purchaser of the building or lot or part of a lot, the sum payable by the occupant for such rates or charges is a debt due by him and shall be a preferential lien and charge on his personal property and may be levied and collected with costs by distress.

OTHER

25. No person, firm, or corporation within the Town limits which is served directly or indirectly by a water main or service by the Town shall obtain a supply of water from any other source without the express written consent of the Council.

26. Unless specifically authorized by the Council, only one (1) water service connection shall be permitted for any legal parcel.

- a) In the event there are any outstanding issues relating to any unresolved utility or property related matter, administration may at their discretion withhold the installation of any service connection to a parcel and refer the matter to Council for consideration.

27. Errors or omission relating to utility billing may be adjusted to a maximum of six (6) bi-monthly billings.

28. This Bylaw shall become effective following third reading and signing.

REPEAL

29. Bylaw Number 1816/2015 is hereby repealed.

READ a first time this 14th day of March, 2016.

READ a second time this _____ day of _____, 2016.

READ a third time this _____ day of _____, 2016.

PASSED and **SIGNED** this _____ day of _____, 2015.

MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

SCHEDULE 'A'

TOWN OF REDCLIFF

DATE: _____

Utilities Department

With reference to tenants vacating property or properties as listed below under the ownership of the undersigned, the utilities will automatically be transferred into the property owner's name.

This letter shall serve as the permission for the Town of Redcliff to sign on utilities in the property owners name during vacant periods, without any further notice to the owner.

This procedure is to ensure that the owner is not charged a sign on fee every time the property becomes vacant.

PLEASE NOTE: FAILURE TO NOTIFY OUR OFFICE THAT THE LISTED PROPERTY OR PROPERTIES HAVE BEEN SOLD WILL RESULT IN YOUR BEING RESPONSIBLE FOR ANY UTILITIES CONSUMED DURING VACANT PERIODS.

Service Address(es) 1. _____
2. _____
3. _____

Mailing Address: _____
(Owner name)

(Address)

(City / Town)

(Postal Code)

Telephone Numbers: _____ (residence) _____ (business)

(OWNERS SIGNATURE)

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: May 9, 2016

PROPOSED BY: Director of Finance and Administration

TOPIC: Bylaw No.1830/2016, Annual Reserve Allocation Bylaw

PROPOSAL: Revise the Annual Reserve Allocation Bylaw

BACKGROUND:

At the April 25, 2016 Council meeting, Council gave first reading to the proposed Bylaw No. 1830/2016, Annual Reserve Allocation Bylaw, and instructed Administration to incorporate the recommended changes and bring back for further Council consideration.

2016-0169 *Bylaw 1830/2016, Annual Reserve Allocation Bylaw* **A)** *Councillor Crozier moved that Bylaw 1830/2016, Annual Reserve Allocation Bylaw be given first reading. Further, that Administration be directed to further review and incorporate additional changes to proposed Bylaw 1830/2016, Annual Reserve Allocation Bylaw, such as reviewing and establishing a ceiling for emergency equipment repair under the Purchasing Reserve. And further, to change the title of "Silent Auction Reserve" to "Volunteer Appreciation Reserve". - Carried.*

POLICY/LEGISLATION: N/A

STRATEGIC PRIORITIES:

Bylaw review is identified under the operational strategies of the Municipality's Strategic Priorities. It is an important practice to ensure bylaws are consistent and current to relevant federal and provincial government legislation and related regulations.

ATTACHMENTS:

Bylaw No. 1830/2016

OPTIONS:

1. To give Bylaw 1830/2016, Annual Reserve Allocation Bylaw second and third readings.
2. To direct Administration to review and incorporate further changes to the proposed Bylaw No. 1830/2016, Annual Reserve Allocation Bylaw.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. i) Councillor _____ moved that the Bylaw 1830/2016, Annual Reserve Allocation Bylaw be given second reading.

ii) Councillor _____ moved that the Bylaw 1830/2016, Annual Reserve Allocation Bylaw be given third reading.
2. Councillor _____ moved that Administration be directed to review and incorporate further changes to the proposed Bylaw No. 1830/2016, Annual Reserve Allocation Bylaw.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. **2016.**

**TOWN OF REDCLIFF
BYLAW NO. 1830/2016**

**A BYLAW OF THE TOWN OF REDCLIFF TO PROVIDE FOR FORMATION,
MAINTENANCE AND INVESTMENT OF RESERVE FUNDS.**

WHEREAS the Council of the Town of Redcliff deems it to be expedient and proper to provide reserve funds.

NOW THEREFORE THE MUNICIPAL CORPORATION OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

NAME

1. This Bylaw shall be known and may be cited as the "Annual Reserve Allocation Bylaw".

PURPOSE

2. The purpose of this Bylaw shall be to outline the annual allocation and the ceiling limit of various reserves which have been established for a continual period of time.
3. The name of the reserve, the amount of annual allocation and the ceiling for each operating reserve is as follows:

Purchasing Reserve

~~Each year there shall be an amount of \$75,000.00 provided for the purpose of unanticipated major expenditures for repairs or maintenance of Town buildings and/or major mechanical failures, and \$400,000 provided for the replacement of the vehicles, machines & equipment of the Town of Redcliff, in which \$200,000 must be set aside: \$100,000 for Fire Truck, \$50,000 for Fire Hall Building, \$50,000 for emergency equipment repair. This reserve shall not have a ceiling.~~

Each year there shall be an amount of \$475,000.00 provided for the purpose of unanticipated major expenditures. This fund shall be divided as follows:

- \$75,000 for repairs or maintenance of Town buildings and/or major mechanical failures, without a ceiling.
- \$200,000 for the replacement of the vehicles, machines & equipment of the Town of Redcliff, without a ceiling.
- \$100,000 for Fire Truck, without a ceiling.
- \$50,000 for Fire Hall Building, without a ceiling.
- \$50,000 for unanticipated equipment repair, with a \$100,000 ceiling.

This reserve shall not have a ceiling.

The Director of Finance & Administration shall maintain, on an annual basis, a schedule indicating the equipment involved in the program and he/she shall ensure that the reserve funding is based on the net estimated depreciation of that equipment. Further all revenue generated from sale of surplus equipment shall be allocated to the reserve.

Operating Contingency Reserve

Each year there shall be an amount of \$15,000.00 provided for the purpose of funding major unanticipated operating costs subject to prior authorization by

resolution of Council, and \$3,000 provided for the purpose of expenses related to Elections, By-elections, Plebiscites and other Public Meetings. These funds shall be established in a separate reserve called Operating Contingency Reserve. This reserve shall not have a ceiling.

Tax Stabilization Reserve

Each year, there shall be an amount of \$18,650.00 provided for the purpose of future stabilization of the mill rate. This reserve shall have a ceiling of 15% of the prior year's municipal taxation levy.

Legal and Labour Reserve

Each year there shall be an amount of \$5,000 provided for legal and labour relations related costs. Any funds remaining unspent at each year end shall be transferred to a separate reserve account for this purpose. This reserve shall not have a ceiling.

Road Maintenance Reserve

This reserve is provided for the purpose of paving, patching and repairs of roadways. Each year there shall be an amount of \$10,000 provided for this purpose. These funds shall be established in a separate reserve called Road Maintenance Reserve. This reserve shall not have a ceiling.

Storm System Reserve

This reserve is provided for the purpose of a reserve for maintenance, repair and replacement of various storm sewer related engineering structures. Each year there shall be an amount of \$10,000 provided for this purpose. These funds shall be established in a separate reserve called Storm System Reserve. This reserve shall not have a ceiling.

Water System Reserve

Each year there shall be an amount of \$60,000 provided for the purpose of maintenance, repair and replacement of various water related engineering structures. There shall be an amount of \$500,000 set aside to contribute to a new Water Treatment Plant (\$15M) until 2044. These funds shall be established in a separate reserve called Water System Reserve. The reserve shall not have a ceiling.

Sanitary Sewer Reserve

Each year there shall be an amount of \$30,000.00 provided for the purpose of maintenance, repair and replacement of various sanitary sewer related engineering structures. This reserve shall not have a ceiling.

Garbage Machine & Equipment Reserve

Each year there shall be an amount provided in each operating budget of \$50,000.00 to provide for the replacement of the garbage bins, and \$60,000 provided for the replacement of the garbage truck. This reserve shall have a ceiling of \$700,000.00.

~~Silent Auction~~ Volunteer Appreciation Reserve

Each year the silent auction net revenue shall be transferred to a separate account called Silent Auction Reserve. For the purpose of funding various costs

associated with Volunteer Appreciation Night. This reserve shall have a ceiling of \$10,000.00.

Land Development Reserve

Each year the net proceeds from Land Sales and Agreements for Sale – Instalments, shall be transferred to a separate account called Land Development Reserve for the purpose of land development. This reserve shall not have a ceiling.

Community Celebration Reserve

This reserve is provided for the purpose of celebrations of the Town of Redcliff.

Community Initiative Reserve

This reserve is provided for the purpose of expanding the culture and recreation activities within the Town of Redcliff.

Infrastructure Capacity Fee (ICF) Reserve

This reserve is provided for the fees collected from the future developers for completed ICF projects.

Transportation Off-site Levy Reserve

This reserve is provided for the Levies collected under the Off-site Levy Bylaw from developers for transportation project identified in the Off-site Levy review.

Water Off-site Levy Reserve

This reserve is provided for the Levies collected under the Off-site Levy Bylaw from developers for water projects identified in the Off-site Levy Review.

Sanitary Off-site Levy Reserve

This reserve is provided for the Levies collected under the Off-site Levy Bylaw from developers for sanitary projects identified in the Off-site Levy Review.

Stormwater Off-site Levy Reserve

This reserve is provided for the Levies collected under the Off-site Levy Bylaw from developers for stormwater projects identified in the Off-site Levy Review.

4. YEAR END SURPLUS TRANSFER

In addition to the budgeted reserve transfers, at year end, any surplus generated from any departments shall be transferred to their respective reserves to encourage cost saving and revenue generation.

INTEREST

5. Annually each year the Director of Finance and Administration shall allocate interest to all reserves of the Town of Redcliff. This allocation will be calculated by utilizing the reserve balance as of the previous year end, being December 31. For the calculation of interest for each year the rate on all reserves shall be the rate paid by a Chartered Bank for operation of a business account, or an average rate calculated on investment funds.

REPEAL

5. Bylaw No. 1732/2012 is hereby repealed.

READ a first time this 25th day of April, 2016.

READ a second time this _____ day of _____, 2016.

READ a third time this the _____ day of _____, 2016.

SIGNED and **PASSED** this _____ day of _____, 2016.

MAYOR

MANAGER OF LEGISLATIVE AND LAND SERVICES

TOWN OF REDCLIFF REQUEST FOR DECISION

DATE: May 9, 2016

PROPOSED BY: Director of Finance and Administration

TOPIC: 2016 Tax Bylaw

PROPOSAL: To approve 2016 Tax Bylaw No.1831/2016

BACKGROUND:

Council passed the 2016 Final Budgets at the April 25, 2016 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 2016 final operating budget, the municipal levy is \$5,112,855, which is a 3% increase from the 2015 budget consisting of a 1% increase for municipal operations and a 2% sustainable infrastructure contribution.

Due to the increase of School Requisitions for residential and farm land properties, the budget for school requisitions has increased to \$1,982,671 from 1,919,656, a 3.28% increase from the 2015 budget.

Due to the increase of the Cypress View Foundation requisition, there is also a slight budget increase of 1.28%, to \$67,957 from \$67,102 when compared to last year.

The mill rates set in the 2016 Tax Bylaw No.1831/2016 will raise \$5,112,855 as a municipal requirement, \$1,982,671 as School Requisitions and \$67,957 as Cypress View Foundation Requisition.

The comparison of the assessments and the mill rates between 2015 and 2016 are as follows:

Assessment		2016	2015	Assessment Incr/(Decr)	Incr/(Decr) Percent
Residential		\$487,004,630	\$471,561,320	\$15,443,310	3.28%
Non-residential		198,100,620	198,434,060	(333,440)	(0.17%)
Farmland		5,330,030	5,630,060	(300,030)	(5.33%)
Machine & Equipment		12,961,920	12,805,210	156,710	1.22%
Sub-total		\$703,397,200	\$688,430,650	\$14,966,550	2.17%
Annexed Properties					
Residential		\$9,537,050	\$9,438,730	\$98,320	1.04%
Non-residential		7,656,490	6,872,570	783,920	11.40%
Farmland		62,800	61,470	1,330	2.16%
Machine & Equipment		804,320	830,470	(26,150)	(3.14%)
Sub-total		\$18,060,660	\$17,203,240	\$857,420	4.98%
Grand Total		\$721,457,860	\$705,633,890	\$15,823,970	2.24%
Mill Rates		2016	2015	Millrate Incr/(Decr)	Incr/(Decr) Percent
Residential	General Municipal Tax	0.005232	0.005180	0.000052	1.00%
	ASFF/Opted Out School Requisition	0.002432	0.002363	0.000069	2.92%
	Cypress Foundation	0.000095	0.000095	-	-
	Combined Residential Tax Rate	0.007759	0.007638	0.000121	1.58%
Non-Residential	General Municipal Tax	0.012144	0.011862	0.000282	2.37%
	ASFF/Opted Out School Requisition	0.003714	0.003748	(0.000034)	(0.91)%
	Cypress Foundation	0.000095	0.000095	-	-
	Combined Non-Residential Tax Rate	0.015953	0.015705	0.000248	1.58%

Example: For a residential property with an assessed value of \$250,000, the proposed mill rates will result in a tax increase of \$31 ($\$250,000 \times 0.000121$), and a non-residential property with an assessed value of \$500,000 would result in a tax increase of \$125 ($\$500,000 \times 0.000248$).

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. 1831/2016

Options:

1. To consider adopting the 2016 Tax Bylaw 1831/2016 by giving three readings.
2. To give the 2016 Tax Bylaw 1831/2016 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 that the 2016 Tax Bylaw 1831/2016 be given first reading.
 - ii) Councillor _____ moved that the 2016 Tax Bylaw 1831/2016 be given second reading.
 - iii) Councillor _____ moved that the 2016 Tax Bylaw be presented with third reading.
(Note: Must be unanimous in order to proceed with third reading)
 - iv) Councillor _____ moved that the 2016 Tax Bylaw be given third reading.
2. Councillor _____ moved to direct Administration to review and incorporate additional changes to the proposed 2016 Tax Bylaw No.1831/2016 and bring back at a special Council meeting.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF ____ AD. 2016.

**TOWN OF REDCLIFF
BYLAW NO. 1831/2016**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF REDCLIFF FOR THE 2016 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 25th, 2016;

AND WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Town of Redcliff for 2016 total \$17,914,533;

AND WHEREAS, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/ Farm Land	\$ 1,126,527
Non-Residential	674,760
Opted Out School Boards	
Residential/ Farm Land	96,917
Non-Residential	84,467
Sub - Total	<u>\$ 1,982,671</u>
Cypress View Foundation	67,957

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	\$ 487,004,630
Non-residential	198,100,620
Farmland	5,330,030
Machinery and Equipment	<u>12,961,920</u>
Sub - Total	\$ 703,397,200
Less Machinery and Equipment assessment allowance 40%	<u>(5,184,768)</u>
	\$ 698,212,432
 Annexed Properties (Subject to Board Order MGB 147/2008)	
Residential	\$ 9,537,050
Non-residential	7,656,490
Farmland	62,800
Machinery and Equipment	<u>804,320</u>
Sub - Total	\$ 18,060,660
 Total Assessment	 \$ 721,457,860

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 \$12,801,678 and the balance of \$5,112,855 is to be raised by general municipal property taxation;

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:
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:

	Tax Levy	Assessment	Tax Rate
General Municipal:			
Residential	\$ 2,548,008	\$ 487,004,630	0.005232
Non-residential	2,405,734	198,100,620	0.012144
Farmland	64,728	5,330,030	0.012144
Machinery and Equipment *	94,385	12,961,920	0.007286
* 40% Machinery & Equipment Allowance			
	<hr/>	<hr/>	
	\$ 5,112,855	\$ 703,397,200	
Education:			
ASFF (Residential & Farm Land)	\$ 1,106,006	\$ 454,772,064	0.002432
ASFF (Non-residential)	651,547	175,429,945	0.003714
Opted Out (Residential & Farmland)	91,329	37,562,596	0.002432
Opted Out (Non-Residential)	84,199	22,670,675	0.003714
	<hr/>	<hr/>	
	\$ 1,933,081	\$ 690,435,280	
Cypress View Foundation	<hr/>	<hr/>	
	\$ 66,270	\$ 703,397,200	0.000095
Sub-Total	<hr/>		
	\$ 7,112,206		
Annexed Properties Annual Tax per MGB Order 147/08	\$ 117,182	18,060,660	
Grand Total	<hr/>	<hr/>	
	\$ 7,229,388	721,457,860	

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 2016, 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 _____, 2016

READ a second time this _____ day of _____ 2016.

READ a third time this _____ day of _____ 2016.

PASSED and **SIGNED** this _____ day of _____ 2016.

MAYOR

MANAGER OF LEGISLATIVE
AND LAND SERVICES

Memo

Date: April 11, 2016

From: Municipal Manager

To: Redcliff Town Council

**Re: Correspondence – Town of Taber (April 11, 2016)
Request for Support for Funding Application**

At the Council meeting held April 25, 2016 a letter from the Town of Taber dated April 11, 2016 requesting support for a funding application to investigate the feasibility of a Materials Recovery Facility in Southern Alberta was presented to Council for consideration. The decision of Council was to receive the letter for information.

2016-0175 *Town of Taber
Re: Request for Support for
Funding Application*

D) *Councillor Steinke moved correspondence from the Town of Taber dated April 11, 2016, regarding a request for support for funding application, be received for information.
- Carried.*

Mayor Reimer has requested that the matter be discussed and reconsidered that Council provide a letter of support for the funding application to investigate the feasibility for a Material Recovery Facility in Southern Alberta.

Sections 28 and 45 of Bylaw 1804/2015 being the Procedural Bylaw states as follows:

28. Any item of business from the same individual or group that Council has dealt with in a final manner previously shall only be permitted to be placed on the agenda within six (6) months of the original decision with Council if the information to be presented is significant and/or new to that which was previously presented. If there is no new and/or significant information to be presented, the item of business cannot be considered until after six (6) months following the original decision.

45. A motion to rescind or amend a previous motion of Council may:

a) be made by a member of Council; and

i. be offered at any time subsequent to the meeting at which the original motion was passed;

ii. be passed by:

- 1. a vote of 2/3 of the members of Council when the motion is without notice; and*
- 2. a simple majority of the members of Council present when notice has been given. Notice shall be inclusion of the item on an agenda delivered to the members of Council before the meeting, and*

b) the previous motion has not been acted upon to the extent that the Town has undertaken or become subject to any liability or obligation, or

c) was not a motion for a reading of a bylaw.

Motion 2016-0175 could be rescinded or amended if Council chooses to in accordance with Section 45 of Bylaw 1804/2015, being the Procedural Bylaw.



OFFICE OF THE MAYOR

A - 4900 50 ST TABER, AB CANADA T1G 1T1
TELEPHONE: 403-223-5500 ext.5519 FAX: 403-223-5530

RECEIVED
APR 20 2016
TOWN OF REDCLIFF
File: 650-E01

April 11, 2016

Mayor and Council,

Town of Redcliff
Box 40
1 3rd St. NE.
Redcliff, AB T0J 2P0

Dear Mayor Reimer and Council,

Re: Request for Support for Funding Application

The Town of Taber has identified a need for a Materials Recovery Facility (MRF) in Southern Alberta. Being strategically located, Taber would like to provide this facility for all municipalities in our area.

The Materials Recovery Facility (MRF) is responsible for sorting recycling materials by type. Once the materials have been sorted they are then transformed into new products. The main goal of a MRF is to divert recyclables from the landfill and therefore work towards a more sustainable future.

Upon advice from the Province of Alberta, the Town of Taber is proposing a partnership between all participating municipalities and a private enterprise for the development and operation of the MRF.

With your support, the Town of Taber can apply for funding from the Alberta Community Partnership, Intermunicipal Collaboration Grant (or other grants as applicable) to study the feasibility of this project. If your municipality chooses to participate in the feasibility study, we will need to know the type of materials and the volumes of those materials that your municipality currently handles. In addition we are requesting your commitment in providing these materials to the Taber facility.

We hope the feasibility study will determine:

- a) Types and quantities of materials each municipality will contribute,
- b) Commodity values of each recycled material,
- c) The quantity of materials needed to make the facility profitable,
- d) The feasibility of the facility processing agricultural plastics,
- e) Each municipality's willingness to contribute,
- f) Costs associated with the collection and transportation of materials from major municipalities (Lethbridge, Medicine Hat, and Brooks), and
- g) Possible ways to share the cost of transportation amongst participating municipalities.

Attached you will find a Sample Resolution for your consideration and adoption. Please submit your Council's resolution by May 27, 2016, in order to be included in the Grant Applications.

We look forward to your favorable response,



Mayor Henk De Vlieger
/ks

RESOLUTION

At a regular meeting of the _____ of _____

(City, Town, Village, etc.) (Name of Municipality)

Held on _____, 2016, the following Resolution was passed:

"Be IT RESOLVED THAT the _____ of _____

(City, Town, Village, etc.) (Name of Municipality)

Supports the Town of Taber's application for funding from the Alberta Community Partnership, Intermunicipal Collaboration Grant (or other grants as applicable) to study the feasibility of a Materials Recovery Facility in Southern Alberta to be located in the Town of Taber, and supports the Town of Taber as applicant and managing partner for this initiative and commits to directing recyclable material from our municipality to this facility."

Authorized Representative

Signature

Title

Dated



April 11, 2016

Dear Sir or Madam:

The House of Commons of Canada provides for the continuation of services to the constituents of a Member of Parliament whose seat has become vacant. The party Whip supervises the staff retained under these circumstances.

Following the death of the Member for the constituency of Medicine Hat–Cardston–Warner, Mr. Jim Hillyer, the constituency office will continue to provide services to constituents.

You can reach the constituency office by telephone at 403-528-4698 or toll free at 1-844-781-9061, by facsimile at 403-528-4365 or by mail at the following address:

Mr. Gordon Brown, M.P.
Chief Opposition Whip
Constituency Office for Medicine Hat–Cardston–Warner
#207 – 578 3rd St SE
Medicine Hat, AB T1A 0H3

Email: MedicineHatCardstonWarner2@parl.gc.ca

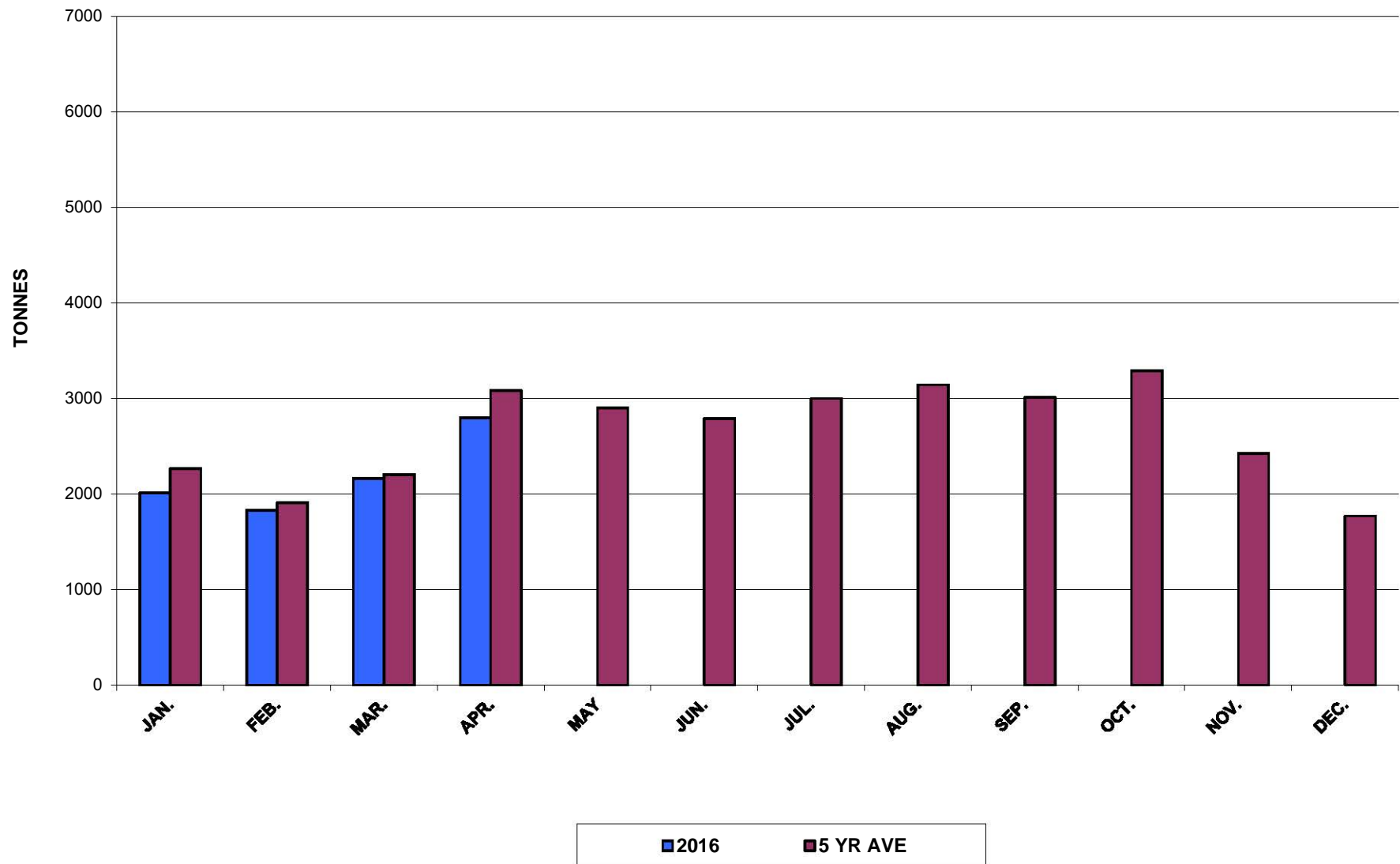
These arrangements will remain in place until a by-election is held.

Yours sincerely,

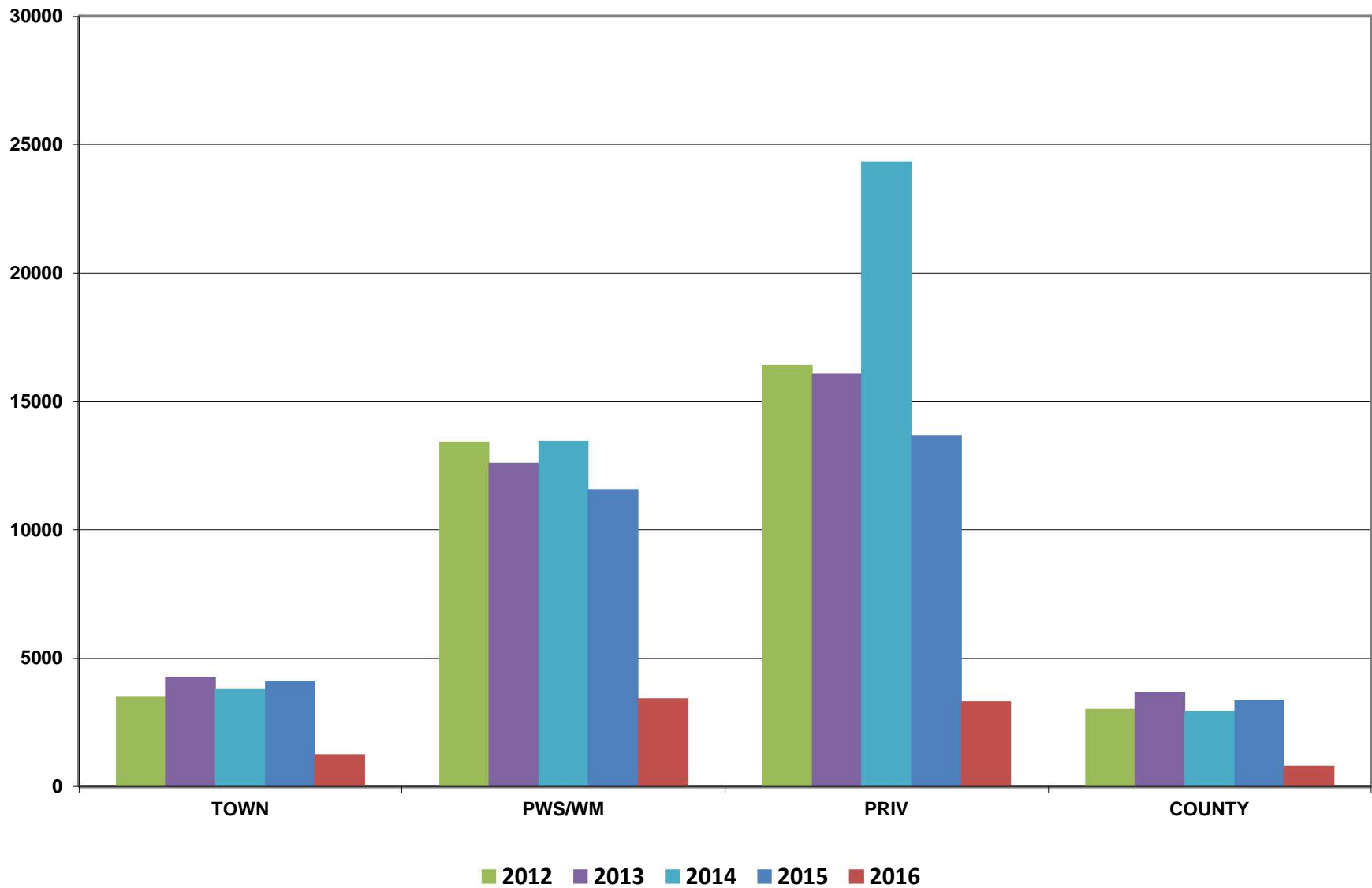
Marc Bosc
Acting Clerk

VERSION FRANÇAISE AU VERSO

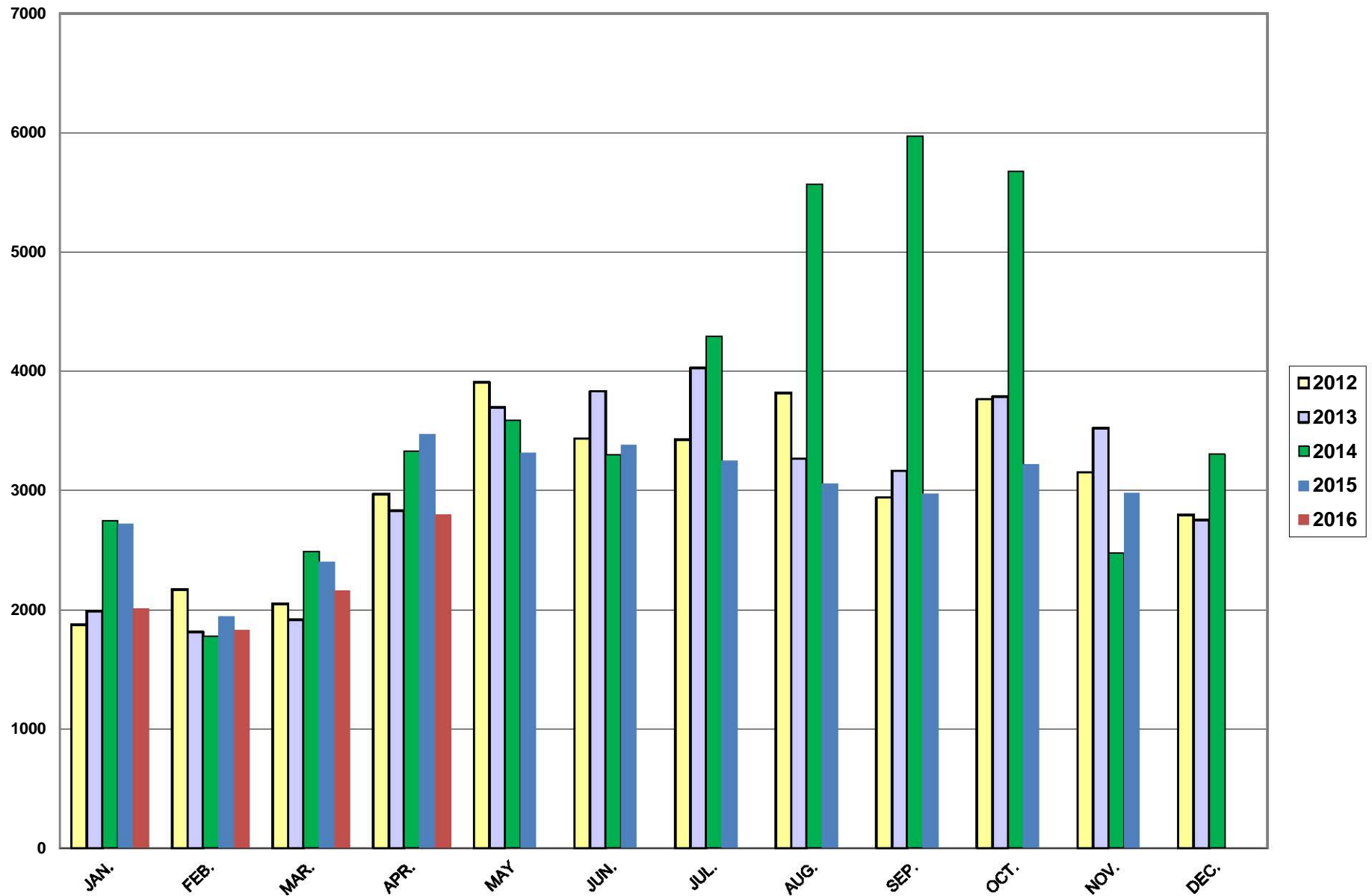
**REDCLIFF/CYPRESS REGIONAL LANDFILL
2016 VS 5 YEAR AVERAGE
TO APRIL 30, 2016**



**REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES BY SOURCE 2012-2016
TO APRIL 30, 2016**



**REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES IN TONNES 2012-2016
TO APRIL 30, 2016**





TOWN OF REDCLIFF CONTACT INFORMATION

COMMUNITY SERVICES 1 3RD STREET NE	403.548.3232
PUBLIC SERVICES 10 9TH AVENUE SW	403.548.9253
AQUATIC CENTRE 230 MAIN STREET S	403.548.9242
MUSEUM 2 3RD STREET NE	403.548.6260
LIBRARY 131 MAIN STREET S	403.548.3335
REC-TANGLE ARENA 131 1ST STREET SW	403.548.9240
RIVERVIEW GOLF CLUB 700 REDCLIFF WAY SE	403.548.7118
SENIOR CITIZENS CENTRE 26 MAIN STREET S	403.548.9252
YOUTH CENTRE 19 MAIN STREET S	403.548.2811
REDCLIFF CEMETERY 9TH AVENUE & 2ND STREET SW	

LOCATION

Redcliff is located along the Trans Canada Highway just west of Medicine Hat and 300km SE of Calgary.

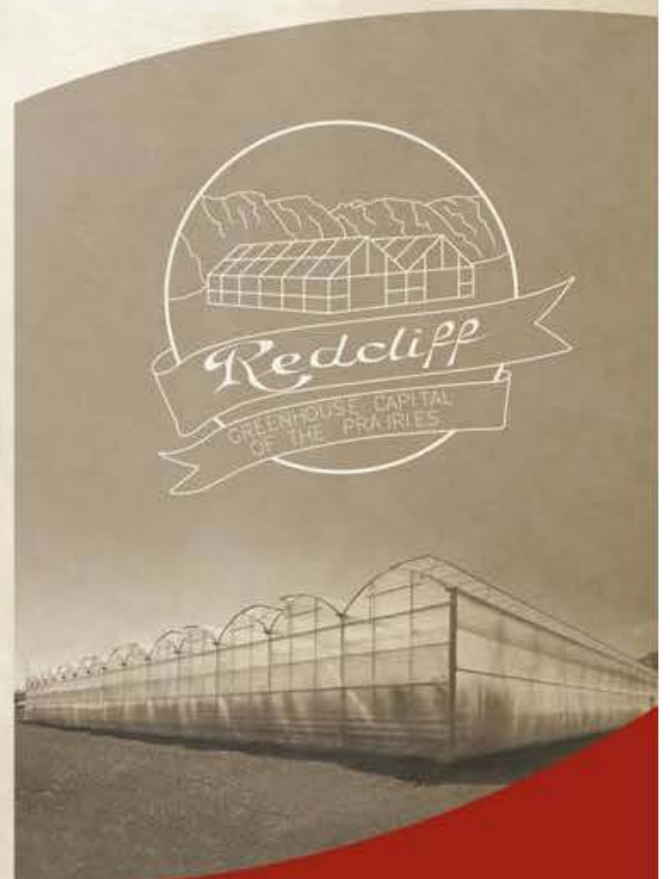


TOWN HALL

REDCLIFF MUNICIPAL OFFICE
1 3RD STREET NE
PO BOX 40
REDCLIFF, AB T0J 2P0

403.548.3618
redcliff@redcliff.ca

Welcome to



www.redcliff.ca



Enjoy your visit to REDCLIFF

HISTORY

Redcliff derives its name from the red shale cliffs overlooking the South Saskatchewan River.

It has a rich history which began in the 1880's with the discovery of abundant coal and natural gas reserves. Easy access to this inexpensive resource led to Redcliff being promoted as the "Smokeless Pittsburg of the West". This drew industries that produced such diverse products as shoes, gloves, cigars, trucks, bricks, glass, flour and more.

A cyclone that ravaged several of these businesses was followed by World War I. This led to a decline, however, following World War II, the community again experienced steady growth. Redcliff remains progressive and is approaching a population of 5000.

1 MUSEUM

While in Redcliff, visit the museum which features an excellent collection of artifacts, photos and manuscripts that depict local history. The museum located at 2-3 Street NE is open during the day, Tuesday to Saturday from mid-May to the end of August. Special tours can be arranged after hours. For information call (403) 548-6260.

2 AQUATIC CENTRE

This million dollar facility is situated on the 200 Block of Main St. It features a heated 25m outdoor pool with varying depths from 1m to 3.6m. There is also a heated children's pool with a brand new water play structure. Qualified and talented lifeguards ensure the safety of all users as well as provide lessons throughout the summer. There are a variety of admission options available including a free Sunday Family Swim sponsored by the Medicine Hat Kinsmen Club! Throughout the summer months events take place at the Aquatic Centre such as Celebrity Day, Family Fun events, and Dip 'n Dance.

3 REDCLIFF REC-TANGLE ARENA

Situated on a single town block the arena serves a variety of users across the region. Main users of this facility include Redcliff Minor Hockey Association, Redcliff Skating Club, Public Skating (sponsored by the Medicine Hat Kinsmen Club), and casual rentals. The facility includes: 4 dressing rooms with washrooms/showers, a new designated female dressing room, regulation ice surface, official's dressing room/showers, concession booth, storage area for major uses, and an upstairs meeting room and large multi-purpose dividable room.

PARKS

Lush green space awaits you - parks with mature trees are inviting, restful areas while kids can burn off excess energy at one of many tot lots or the Lions Water Park.

4 River Valley Park offers serene and scenic recreational opportunities in the shade of mature cottonwood trees growing along the South Saskatchewan River. Hike to the shale outcroppings at the east end of the park; there is plenty of wildlife, and if you are lucky, you may catch a glimpse of elusive inhabitants such as coyotes, red foxes, porcupines or scorpions on the cliffs. If you prefer fishing, the river has several varieties of fish including the prehistoric looking Lake Sturgeon. (Special licenses are required for Sturgeon fishing). The park has a camp kitchen, picnic tables, fire pits and grassed, open spaces, and is open 7am to 11pm daily.

REDCLIFF TRAIL

Redcliff possess a network of trails that offer breathtaking views, easily motivating citizens to take advantage of them whether out for a leisurely stroll, run, or bike ride. Our trails also provide a number of benches, again to enjoy the views, as well as interpretive panels to educate users on a variety of wildlife and vegetation.

REDCLIFF DAYS

Redcliff comes alive during Redcliff Days which are held annually on the second weekend in June. Activities include a pancake breakfast sponsored by the Redcliff Lions, family activities, ball tournament, beer gardens, Lion's Club Show & Shine, Mayors walk, local entertainment and fireworks.

CANADA DAY

The community organizations take pride in planning this day of fun filled activities. They have games for adults and children. There are generally several organizations that offer a great amount of food to fill the hunger gap. Come out and enjoy the Canada Day Celebration!

5 PUBLIC LIBRARY

Redcliff Public Library is a member of the Shortgrass Library System consisting of 12 libraries. Items can also be accessed from all Alberta libraries through the Inter Library Loan System. We lend out books, DVDs, Blu-Rays, CDs, talking books, magazines and Daisy Reader books for the sight impaired. Our digital collection consists of ebooks, downloadable audio books, movies, music and magazines. Along with public access computers we also have free WiFi. Our toddler story time, Shake, Rattle and Read is for 0-4 year olds. This drop-in program runs in two sessions, January to March and September to November. Our Summer Reading Program has a nominal fee and runs during July and August. Visit our website www.redcliff.shortgrass.ca/ for hours of operation and programs. You can also find us on Facebook, Redcliff Public Library, and Twitter @Redclifflibrary.

6 RIVERVIEW GOLF COURSE

This 18 hole facility is truly a great asset to our community. With a fantastic reputation in the region and beyond for its great value, fantastic views, and fair test, Riverview is not to be missed by residents and visitors alike. To find out more about Riverview Golf Club visit their website.

7 GREENHOUSES

Why Redcliff is the Greenhouse Capital of the Prairies. Long hours of sunlight, inexpensive natural gas and proximity to the Trans Canada Highway all contribute to the establishment and success of the largest concentrations of commercial greenhouses in Western Canada.

8 CAMPING

Redcliff's campground is located off Broadway Ave. next to the ball diamonds. With a total of 48 units, electricity, centrally located water, sewage disposal, and showers/washrooms our campground provides a great place to stop in for a visit while enjoying everything else our Town and Region has to offer. No reservations are required and the rates for tent sites are \$20 per night and \$25 per night for a camper, trailer, or recreational vehicle (maximum 14 night stay).



RECREATION

- Tennis Courts
- Baseball Diamonds
- Curling Rink
- BMX Track
- Soccer Field

SERVICES

- Town Hall
- Fire Department
- RCMP

COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where /Information
May 11, 2016	Council Office Hours	Town Hall Mayor/Councillor Office 4:30 p.m. to 6:30 p.m.
June 2, 2016	Staff Golf Tournament	Riverview Golf Club