

**CITY OF LEDUC
COUNCIL MEETING REVISED AGENDA**



Monday, December 2, 2019, 7:00 P.M.
Council Chambers, Leduc Civic Centre
1 Alexandra Park, Leduc, Alberta

	Pages
1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. ITEMS FOR DISCUSSION AND RELATED BUSINESS	
3.1 Select Items for Debate	
3.2 Vote on Items not Selected for Debate	
4. ADOPTION OF PREVIOUS MINUTES	
4.1 Approval of Minutes of the Council Meeting held November 18, 2019	5 - 12
5. RECOGNITION ITEMS	
5.1 Brooklyn's Backpacks for the Homeless (Councillor L. Hansen)	
6. PUBLIC COMMENTARY	
7. PUBLIC HEARING	
7.1 Bylaw No. 1029-2019 - Amendment to the Health Bylaw No. 581-2004 - Vaping (Non-Statutory Public Hearing)	13 - 15
8. PRESENTATIONS	
9. BUSINESS	
9.1 Leduc Environmental Advisory Board ("LEAB") Report on Plastic Checkout Bag Ban (K. Oliver, LEAB Chair) (Presentation Attached)	16 - 171

9.2 Golf Course Lease 172 - 212

(D. Melvie / B. Knisley)

NOTE: Presentation now attached to revised agenda.

9.3 Request for Approval of the 2020 Capital and Operating Budgets 213 - 247

(J. Cannon)

NOTE: Report and presentation now attached to revised agenda.

10. BYLAWS

10.1 Bylaw No. 1031-2019 - Fees Bylaw (2nd & 3rd Readings) 248 - 291

(J. Cannon)

NOTE: Presentation now attached to revised agenda.

10.2 Bylaw No. 1029-2019 - Amendment to the Health Bylaw No. 581-2004 - Vaping (2nd & 3rd Readings) 292 - 296

(C. Chisholm)

10.3 Bylaw No. 1030-2019 - Amendment #2 to Traffic Bylaw No. 878-2014 (2nd & 3rd Readings) 297 - 300

(C. Chisholm)

10.4 Bylaw No. 1035-2019 - Offsite Levy Bylaw (2nd & 3rd Readings) 301 - 328

(S. Olson / R. Graham)

(Presentation Attached)

11. PUBLIC COMMENTARY

12. CLOSED SESSION

12.1 Council Appointment of a Public Member to the Leduc Library Board

FOIP s. 24 & 29

(Councillor L. Hansen)

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

FOIP s. 24 & 29

(Mayor B. Young)

12.3 Council Appointment of a Public Member to the Leduc Environmental Advisory Board

FOIP s. 24 & 29

(Councillor L. Hansen)

12.4 Council Appointment of a Public Member to the Leduc Parks, Recreation and Culture Board

FOIP s. 24 & 29

(Councillor T. Lazowski)

12.5 Council Appointment of a Public Member to the Family and Community Support Services Advisory Board

FOIP s. 24 & 29

(Councillor B. Hamilton)

12.6 Council Appointment of a Public Member to the Youth Council

FOIP s. 24 & 29

(Councillor L. Hansen)

12.7 Council Appointment of a Public Member to the Assessment Review Board

FOIP s. 24 & 29

(Mayor B. Young)

13. RISE AND REPORT FROM CLOSED SESSION

14. UPDATES FROM BOARDS & COMMITTEES

14.1 Council Member Updates from Boards & Committees

14.2 Council Member Updates from Commissions, Authorities, Other

15. INFORMATION REPORTS

15.1 Mayor's Report

16. ADJOURNMENT

**MINUTES OF THE CITY OF LEDUC
COUNCIL MEETING**

Monday, November 18, 2019

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

Also Present: P. Benedetto, City Manager, S. Davis, City Clerk

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOVED by Councillor G. Finstad

That the agenda be adopted as presented.

Motion Carried Unanimously

3. ITEMS FOR DISCUSSION AND RELATED BUSINESS

3.1 Select Items for Debate

The following items were selected for debate:

9. BUSINESS

9.1 2020 Public Budget Deliberations

9.2 MDP Engagement "What We Heard"

14. INFORMATION ITEMS

14.2 City Manager's Update

3.2 Vote on Items not Selected for Debate

Votes recorded under item headings.

4. ADOPTION OF PREVIOUS MINUTES

4.1 Approval of Minutes of the Council Meeting held Tuesday, November 12, 2019

MOVED by Councillor T. Lazowski

That the minutes of the Council Meeting held Tuesday, November 12, 2019 be approved as presented.

Motion Carried Unanimously

5. RECOGNITION ITEMS

There were no Recognition Items for the agenda.

6. PUBLIC COMMENTARY

There was no Public Commentary.

7. PUBLIC HEARING

There were no Public Hearings for the agenda.

8. PRESENTATIONS

There were no Presentations for the agenda.

9. BUSINESS

9.1 2020 Public Budget Deliberations

9.1.1 Flagged Items / Business Case and Fees and Charges Overview

J. Cannon, Director, Finance, made a PowerPoint presentation (Attached to revised agenda), which included:

- Engineering Services (Environmental)
 - Business Case (Flagged)

J. Cannon spoke to the 2020 Charge Schedule Changes and the 2020 Fees Bylaw Changes.

D. Brock, Director, Community and Social Development, D. Melvie, General Manager, Community and Protective Services, J. Cannon and K.

Woitt, Director, Planning and Development, answered Council's questions.

J. Cannon spoke to the Flagged Items that are awaiting Council decisions.

Flagged Items

1. Maclab Theater Receive Grant Funding from Canada Cultural Spaces Program – Grant for \$74,500 accepted
2. Maclab New Capital Project 086.307 – Increase for 2020 for Grant Matching – Approved \$35,000
3. Grants to Organization – Based on proposed – No change
4. Grants to Organization – Special Olympics – Approved \$7,500 for 2020 – Group must reapply in 2021 & 2022
5. Grants to Organization – Leduc Riggers Junior Hockey – Group must reapply for 2021 & 2022
6. Donation or Cost Recovery for Computers – Continue with current practice – Administration asked to speak directly to School Boards relative to requirements
7. Asset Management – Fire Service portion of the project – Removed \$95,000
8. Christenson Storm Water – Meeting Sept 23/19 – Replacing 076.191 with new project – Approved
9. Christenson Traffic Lights – Meeting Sept 23/19 Repayment (revenue) by developer – Approved \$150,000
10. Christenson Development Traffic Lights – Meeting Sept 23/19 New Capital Project – Approved \$300,000
11. Integrated ERP Finance & HR System – Approved \$90,000 for 2020 and \$90,000 for 2021 – \$370,000 unfunded for 2021 and \$2,000,000 unfunded for 2022
12. Alberta Depot Community Champions Grant for Three Stream Sorting Stations – Accepted \$19,957 grant
13. Grain Elevator – Currently \$18,000 approved – Potential addition of \$55,000 to \$70,000 (2020-2022) operating – Administration directed to reach out to reaffirm future intentions and to seek regional partners
14. 2019 Provincial Budget Operational Impact (GIPOT & Enforcement Revenue Reductions) – Approved \$335,000

15. Census – Annually \$30,000 – Remain as is, directed Administration directed to bring back information on financial benefits
16. LRC - Senior Access reducing from 75+ to 70 – No change – Administration directed to compare to other municipalities
17. Telford Lake Seating Nodes – Council reduced from \$300,000 in 2020 to \$86,000 to a further reduction of \$12,600 (3 nodes at \$4,200 each)
18. Bathrooms at Telford Lake – Approved placement of 2 Port-a-Potties in 2020 for total of \$15,000 (one-time funded) – Administration to revisit in one year
19. Deer Valley Community Gardens – Approved – to remain the same \$305,000 unfunded for 2023
20. Administration recommendation to extend one-time funding to support lack of non-res growth – Approved \$960,000 for 2022
21. STEP Grant Funding – \$36,000 grant reduction (approx. 3-4 public services summer students) – Approved continuation of \$36,000 to support summer compliment
22. Provincial School Announcement - Potential Discussion- no continued discussion. Waiting for more information
23. Cross Connection Program 081.087 – Approved 50% recovery program for the next 10 years – Approved \$575,000 for 2020
24. Public Services Block Funding Additional funding for Edgewater Maintenance – Approved \$12,000 ongoing operating and \$3,500 one-time funding
25. Lions Park Lookout – \$500,000 in 2025 unfunded – remained the same
26. Playground Equipment – Approved \$50,000 for 2020 – Direction to unfund the remaining years
27. Golf Course Parking Lot – Removed capital project and corresponding debenture payment of \$58,810 for 2021 onwards.
28. Land – approved capital project
29. Leduc #1 – Funding not provided in 2020 – Administration directed to hold meeting with Leduc #1 to discuss future funding requirements
30. Eco Station Fiber Optics – Removed project in 2020

31. Environmental Inspector Business Case – Approved addition of Environmental Inspector – increase of \$0.90 per month for the waste collection fee.

J. Cannon, Mayor B. Young, S. Olson, Director, Engineering, R. Sereda, Director, Public Works, G. Klenke, City Solicitor, S. Davis, City Clerk, D. Melvie, P. Benedetto, City Manager, and J. Graham, Chief Information Officer, answered Council's questions.

Council recessed this item at 8:02 pm.

Council reconvened this item at 8:07 pm.

MOVED by Councillor T. Lazowski

That Council move into Closed Session at 8:07 pm pursuant to s. 24 & 25 of FOIP.

Motion Carried Unanimously

MOVED by Councillor G. Finstad

That Council move into Open Session at 8:42 pm.

Motion Carried Unanimously

Also in attendance:

Executive Team

J. Cannon, Director, Finance

C. Dragan-Sima, Manager, Financial Planning and Budgets

S. Ahn, Budget Analyst

G. Klenke, City Solicitor

S. Davis, City Clerk

D. Melvie, General Manager, Community and Protective Services, J. Cannon, I. Sasyniuk, General Manager, Corporate Services, P. Benedetto, City Manager, and M. Pieters, General Manager, Infrastructure and Planning, made verbal presentations and answered Council's questions.

9.1.2 Finalize 2020 Operating and Capital Budgets

MOVED by Councillor G. Finstad

That Administration be directed to consider the Budget Deliberation discussions and bring back to the December 2, 2019, Council meeting, a recommendation regarding the 2020 Budget incorporating the flagged items and business cases agreed to by Council that proposes the following tax revenue increases over the next 3 years:

2020 0.27%

2021 1.49%

2022 1.48%

Motion Carried Unanimously

9.2 MDP Engagement "What We Heard"

J. Brown, Planning Intern, and K. Fougere, Long Range Planner II, made a verbal presentation. Council thanked J. Brown and K. Fougere for their hard work on the public engagement.

10. BYLAWS

10.1 Bylaw No. 1031-2019 - Fees 2020 Bylaw (1st Reading)

Administration recommends that Bylaw No. 1031-2019 be given First Reading.

MOVED by Councillor T. Lazowski

That Council give Bylaw No. 1031-2019 First Reading.

Motion Carried Unanimously

10.2 Bylaw No. 1035-2019 - Offsite Levy Bylaw (1st Reading)

Administration recommends that Bylaw No. 1035-2019 be given First Reading.

MOVED by Councillor T. Lazowski

That Council give Bylaw 1035-2019 First Reading.

Motion Carried Unanimously

11. PUBLIC COMMENTARY

There was no public commentary.

12. CLOSED SESSION

There were no Closed Session items for the agenda.

13. RISE AND REPORT FROM CLOSED SESSION

14. INFORMATION REPORTS

14.1 Mayor's Report

There was no discussion.

14.2 City Manager's Update

P. Benedetto, City Manager, made a verbal presentation, which included the following updates:

- Effects of the Provincial Budget
 - School sites/building
 - Transit
- Leduc Golf Course/Windrose Multi-way
- Airport Accord
- Edmonton Municipal Region Board

P. Benedetto announced that he will be retiring in July 2020. P. Benedetto stated that the announcement is not easy and that he has enjoyed his 14 years with the City of Leduc.

Council members thanked P. Benedetto for his outstanding service to the City of Leduc.

MOVED by Councillor G. Finstad

That Council move into Closed Session as 8:59 pm pursuant to s. 21, 24 & 25 of FOIP.

Motion Carried Unanimously

MOVED by Councillor L. Hansen

That Council move into Open Session at 9:10 pm.

Motion Carried Unanimously

Also in attendance:

Executive Team

G. Klenke, City Solicitor

S. Davis, City Clerk

P. Benedetto made a verbal presentation and answered Council's questions.

15. ADJOURNMENT

The Council meeting adjourned at 9:11 pm.

B. YOUNG, Mayor

S. DAVIS, Deputy City Clerk

NOTICE

Non-statutory Public Hearing

PROPOSED AMENDMENT TO THE CITY OF LEDUC HEALTH BYLAW

The following information is common to the bylaw presented:

The City of Leduc Health Bylaw 581-2004 prohibits and regulates the use of tobacco in public places to ensure the safety, health and welfare of people in the municipality. The City of Leduc is holding a non-statutory Public Hearing on proposed amendments to the Health Bylaw as part the review process of the Health Bylaw.

Bylaw No. 1029-2019

The purpose of proposed Bylaw No. 1029-2019 is **to amend Bylaw No. 581-2004, Section 2 – Definitions, by adding a definition of electronic cigarettes and also including the use of electronic cigarettes in the definition of smoking.** These changes are necessary to ensure that the bylaw meets the needs of the community.

A summary of the proposed changes is as follows:

- Addition of the term "Electronic Cigarette" to the Definition section.
- Addition of the term "Electronic Cigarette" to the definition of "Smoking." This addition will treat the use of electronic cigarettes similar to the smoking of tobacco in that it **will be prohibited to use electronic cigarettes in public facilities and within 5 metres of entrances and air intakes of public facilities.** The use of electronic cigarettes is also commonly referred to as "Vaping."
- A provision is also added to allow the demonstration of electronic cigarettes for the sole purpose of testing the device or sampling products used with the device prior to purchase.

A copy of the proposed bylaw that will be presented to Leduc City Council may be inspected by the public from 8:30 a.m. to noon and 1 to 4:30 p.m. from Monday to Friday at the City Clerk's Office, City Hall, Leduc Civic Centre, 1 Alexandra Park, 46th Avenue and 48A Street, Leduc, Alberta. Inquiries respecting the proposed bylaw may be made at this office or by contacting Cameron Chisholm in the Enforcement Services Department at 780-980-7266. A copy of the proposed bylaw may also be viewed on the city's website at www.leduc.ca under 'Public hearings before City Council.'

Public Hearing – Dec. 2, 2019

At its meeting on **Monday, Dec. 2, 2019 at 7 p.m.** or as soon thereafter as may be convenient, in the Council Chambers, Leduc Civic Centre, 1 Alexandra Park, 46th Avenue and 48A Street, Leduc, City Council will hold a Public Hearing on the proposed bylaw. **All interested persons may be heard by council prior to the proposed bylaw.**

Appearance before council: Any person, who wishes to speak to City Council at the time of the Public Hearing, is requested to advise the City Clerk's Office, at 780-980-7177 before 4 p.m., Monday, Dec. 2, 2019.

Written submissions must be submitted to the City Clerk's Office, City Hall, before noon Friday before Nov. 29, 2019.

Any person may also be heard by responding to the mayor's call for delegations at the time of the public hearing.

This notice is being advertised in the Nov. 15 and 22, 2019 editions of this newspaper.



COUNCIL REQUEST FOR DECISION

MEETING DATE: December 2, 2019

SUBMITTED BY: D. Melvie, General Manager, Community and Protective Services

PREPARED BY: C. Chisholm, Manager, RCMP Administration and Enforcement Services

REPORT TITLE: Bylaw No. 1029-2019 - Amendment to the Health Bylaw No. 581-2004 – Vaping (2nd and 3rd Readings)

EXECUTIVE SUMMARY

This report deals with amendments to the Health Bylaw which will prohibit the use of electronic cigarettes (commonly known as e-cigarettes or vaping) in public places in Leduc and also permit the use of tobacco products for cultural ceremonial reasons in public places.

RECOMMENDATION

That Council give Bylaw No. 1029-2019 second reading.

That Council give Bylaw No. 1029-2019 third reading.

RATIONALE

This item was first presented to Council on September 23, 2019. At the direction of Council, it was requested that a non-statutory public hearing be held.

The popularity of e-cigarettes has been increasing since the introduction of the modern e-cigarette in the mid 2000's. While promoted as a safer alternative to cigarettes, these products still pose a health hazard given the chemical by-products released during the heating process utilized by e-cigarettes. The Health Bylaw prohibits the smoking of tobacco, or other weed or substance but does not include situations where products are heated and consumed through the use of a vaporizer. In the interests of the health of our community, reducing exposure in public places to vapours produced by e-cigarettes along with lowering the public usage of e-cigarette in the presence of youth, would be appropriate for our community well being. There is no provincial prohibition for the use of e-cigarettes in public places at this time.

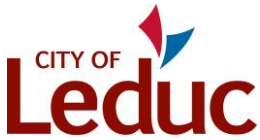
Consultation with vaping stores supported prohibiting vaping in public places but sought an exclusion for their stores so that they may offer product testing for their customers. This exclusion has been granted by other municipalities, and is included in the wording of the proposed Bylaw amendment.

It should be noted that "public places" in the Health Bylaw refers to indoor facilities and areas in front of entrances or windows.

As traditional aboriginal spiritual or cultural practices of ceremonies may require the burning of tobacco products in public places, an exemption within the Health Bylaw is required to support such activities. This exemption has been included in the proposed Bylaw amendment.

STRATEGIC / RELEVANT PLANS ALIGNMENT

This amendment relates to Goal One - a City where people want to live, work and play and promotes a safe and healthy community. The amendment also focuses on the safety of our youth.



COUNCIL REQUEST FOR DECISION

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

Leduc Enforcement Services would be responsible for enforcement of this amendment. It is not anticipated that there would be much impact on LES relating to this amendment as compliance through education would be a priority.

A notice to the public on the non-statutory public hearing on December 2, 2019, was advertised in the Leduc Rep on November 15th and 22nd. In addition, representatives from Alberta Health Services were notified along with three Leduc businesses whose primary activity is the sale of tobacco and vaping products.

RISK ANALYSIS: FINANCIAL / LEGAL:

Numerous communities throughout Alberta and beyond have recognized the potential health risks of e-cigarettes and as a result, have included vaping restrictions in their bylaws. With municipalities having the authority under the MGA to pass bylaws respecting, among other things, the "safety, health and welfare of people and the protection of people and property", vaping restrictions have not been challenged on a jurisdictional basis.

There would be minor financial implications (less than \$2000) pertaining to communication related costs in notifying the public of the amendment.

IMPLEMENTATION / COMMUNICATIONS:

Given that smoking in public places is already prohibited, the inclusion of vaping to the definition is consistent the original intent of reducing health hazards of tobacco related products to the public. As such, wide spread consultation was not conducted for the addition of e-cigarettes.

A communications strategy will be required in order to educate the public on the change. Given that this was an unplanned request from Council, funding for advertising will have to come from existing LES budget.

ALTERNATIVES:

1. Increase educational awareness to our community and seek cooperation that public not vape in public places (indoor facilities).
2. Introduce a more comprehensive ban on smoking and vaping in all places the public have access. This would include parks, multi-ways and other locations accessible by the public.

ATTACHMENTS

1. Bylaw No. 1029-2019 - Amendment to Health Bylaw No. 581-2004
2. Notice of Non-Statutory Public Hearing



COMMITTEE OF COUNCIL UPDATE

MEETING DATE: December 2, 2019

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

PREPARED BY: Katie Oliver, LEAB Chair

BACKGROUND

At their September 10 meeting, LEAB heard a presentation by the City of Wetaskiwin's Mayor Tyler Gandam and Councillor Kevin Lonsdale on the implementation of their new *Plastic Checkout Bag Bylaw*. Advice from Wetaskiwin included:

- Allow a period of transition to give both residents and businesses ample opportunity to prepare. For example, Wetaskiwin passed their bylaw nine months in advance of the plastic bag ban's effective date, some other jurisdictions have allowed one year.
- Allow for specific exemptions based on the community's needs. For example, produce bags, small plastic bags for nails at a hardware store.
- Be clear about the type of bags targeted. For example, the initial "single-use plastic bag ban" was re-banded as the "Plastic Checkout Bag Ban."

Also in attendance at the September 10 LEAB meeting were Leduc County residents, John Maude and Brigitte Maude, representing the John Maude and Susan Quinn Charitable Foundation. They offered to provide the City of Leduc with \$15,000 in funding for re-usable shopping bags that can be distributed as part of a campaign to reduce plastic bags used at retail check-out. This Foundation also had supported the City of Wetaskiwin with a similar donation, and Wetaskiwin's recommendation is to provide reusable bags as way to support residents and businesses in the transition.

On October 7, 2019, Committee-of-the-Whole made the following motion: *Direct Administration to work with LEAB on a plan to reduce single-use plastics. The plan should include recommendations to Council on:*

- *Whether to ban plastic checkout bags, and if so, the timelines, consultation plan, a draft bylaw and exemptions, and resources required;*
- *The next steps to address other single-use items such as straws, cutlery, etc., including resources required and alignment with other municipalities.*

FINANCIAL

A plastic checkout bag ban will require a comprehensive consultation with Chamber of Commerce, Downtown Business Association, public open houses etc. and a strategic education campaign, estimated to cost \$20,000, starting in 2020. If the business case for the Environmental Inspector is approved, this cost can be addressed with existing resources. LEAB will also work to establish partnerships with stakeholders, and could receive other contributions in addition to the Maude foundation donation.

ATTACHMENTS

1. LEAB Report to Council on Plastic Checkout Bag Ban Dec. 2, 2019

LEAB

Leduc **Environmental**
Advisory Board



LEDUC ENVIRONMENTAL ADVISORY BOARD

Report to City Council Single-use Plastic Checkout Bag Ban

December 2, 2019

PARTNERING with *nature* 

Table of Contents

1.0	Introduction	1
2.0	Background	3
2.1	Plastics and the Environment.....	3
2.2	Reducing Single-use Plastics.....	3
2.3	Common Objections to Bans on Single-use Plastics	5
2.4	Alignment to City of Leduc Policies.....	6
3.0	Jurisdictional Review	8
3.1	Worldwide Bans	8
3.2	Canadian Bans	8
3.3	Local Bans	9
3.3.1	City of Wetaskiwin	9
3.3.2	City of Edmonton	10
4.0	LEAB Recommendation to City Council	13
4.1	Potential Timelines.....	13
4.2	Plastic Bag Ban Specific Recommendations.....	13

Appendices

Appendix A	Advice from Retail Council of Canada
Appendix B	Jurisdictional Review
Appendix C	Prince Edward Island <i>Plastic Bag Reduction Act</i>
Appendix D	City of Wetaskiwin Report and Bylaw
Appendix E	City of Edmonton What We Heard Report

1.0 INTRODUCTION

1. The purpose of the Leduc Environmental Advisory Board (“LEAB”) is to advise City of Leduc Council on environmental matters and propose to Council any programs or practices for the protection, enhancement and wise use of the environment. In this role, LEAB routinely monitors environmental legislation, trends, and issues globally and an issue that has received considerable attention lately is single-use plastic bans.

2. Recent studies suggest that approximately one-third of the plastics used in Canada are for single-use or short-lived products and packaging, and up to 15 billion plastic bags are used every year. These plastics generally consist of non-recyclable polyethylene with 89% landfilled or incinerated. This is contributing to soil, water, and air pollution that not only has negative environmental but also negative human health effects.

3. To combat the increasing levels of plastic wastes, the Government of Canada recommends performance-based approaches to reduce plastic wastes, which includes a distribution ban of single-use plastics and implementation of extended producer responsibility legislation. It is estimated that there are more than 240 municipalities and 127 countries globally that have enacted bans and levies to regulate single-use plastics between 2007 and 2017. Locally, Wetaskiwin banned single-use plastic bags in July 2019 and the City of Edmonton has proposed a ban of single-use plastics starting in January 2021. Stakeholder consultations suggest that the majority of City of Edmonton residents support a ban on single-use plastics. The Retail Council of Canada has also advocated for a ban that is consistent and harmonized across Canada to facilitate citizen understanding, environmental outcomes, and operational compliance.

4. In response to the growing public interest in a single-use plastics ban and the media coverage of surrounding communities’ proposed ban(s), on October 7, 2019, Committee-of-the-Whole made the following motion:

Direct Administration to work with LEAB on a plan to reduce single-use plastics. The plan should include recommendations to Council on:

- *Whether to ban plastic checkout bags, and if so, the timelines, consultation plan, a draft bylaw and exemptions, and resources required;*
- *The next steps to address other single-use items such as straws, cutlery, etc., including resources required and alignment with other municipalities.*

5. In January 2020, Administration will be submitting a \$20,000 Special Budget Request for public consultations in Leduc, development of a single-use plastic checkout bag ban, and a public education campaign in 2020. LEAB is recommending that Council approve this request with additional single-use

plastics being banned in alignment with the proposed City of Edmonton ban in 2021. This recommended solution should be developed collaboratively within the Edmonton Region and include consultations with Edmonton Region Waste Advisory Group members, the Retail Council of Canada, the Leduc Chamber of Commerce, Downtown Business Association, and the general public. The bylaw should also align with other municipalities in the region. LEAB would also work to establish some partnerships with businesses to supply reusable bags as part of the educational campaign introducing the recommended single-use plastic checkout bag ban in Leduc.

6. A single-use plastics checkout bag ban aligns with the City of Leduc's Environmental Plan, which was developed as a representation of the City's commitment to protect and enhance the local environment and set goals and outcomes for the City through 2021. As part of this plan, the City committed to consider a plastic bag reduction policy, reduce litter, achieve a waste diversion rate of 65% by 2021, and develop a waste reduction strategy for businesses, all of which would be addressed through a ban on single-use plastic checkout bags.

7. This report is in response to the Committee-of-the-Whole motion and includes: background summary on single-use plastics, the environment, and Government of Canada recommendations; a jurisdictional review; and recommendations for a bylaw to ban single-use plastic check out bags within the City of Leduc.

2.0 BACKGROUND

2.1 Plastics and the Environment

8. Plastics released into the environment produce both environmental and human health concerns. Waste from plastics mix in the soil and influence crops in assimilating nutrient and moisture resulting in a reduction in crop outputs. As plastics dissolve, they pollute the groundwater, increasing the levels of microplastics in drinking water, and when burned, release harmful gases.¹ Experiments show that these microplastics are endocrine disruptors and cause animal and human health effects including altering feeding behaviors, reducing growth and reproductive outputs, and even liver damage. In addition, every year, one million birds and over 100,000 sea mammals worldwide are injured or die when they mistake plastic for food or become entangled.² Recent evidence is suggesting terrestrial species are also ingesting and being affected by plastic litter, despite littering being illegal in most jurisdictions since the 1970s.³

9. Recent studies suggest that about one-third of the plastics used in Canada are for single-use or short-lived products and packaging, and up to 15 billion plastic bags are used every year and close to 57 million straws are used daily in Canada. These plastics generally consist of non-recyclable polyethylene and 89% of these plastics in Canada are currently landfilled or incinerated. When not landfilled, these items end up littered in communities and the most commonly littered items on Canadian shorelines being single-use or short-lived plastic products.⁴

10. The low costs of producing and disposing of plastics have increased the amount of disposable plastic products and packaging entering the consumer market. Over half of the plastics produced are designed to be used once and thrown away, accounting for between \$100 and \$150 billion dollars annually.⁵

2.2 Reducing Single-use Plastics

11. To combat the increasing levels of plastic wastes, the Government of Canada recommends performance-based approaches to reduce plastic wastes, which includes a distribution ban of single-use plastics and implementation of extended producer responsibility legislation.⁶

¹ An Appraisal and Analysis of the Law of “Plastic-Bag Ban”. Qunfang Zhu. 2011.

² We know plastic is harming marine life. What about us? National Geographic. Elisabeth Royte, 2018.

³ How successful are waste abatement campaigns and government policies at reducing plastic waste into the marine environment? Willis et al. 2018

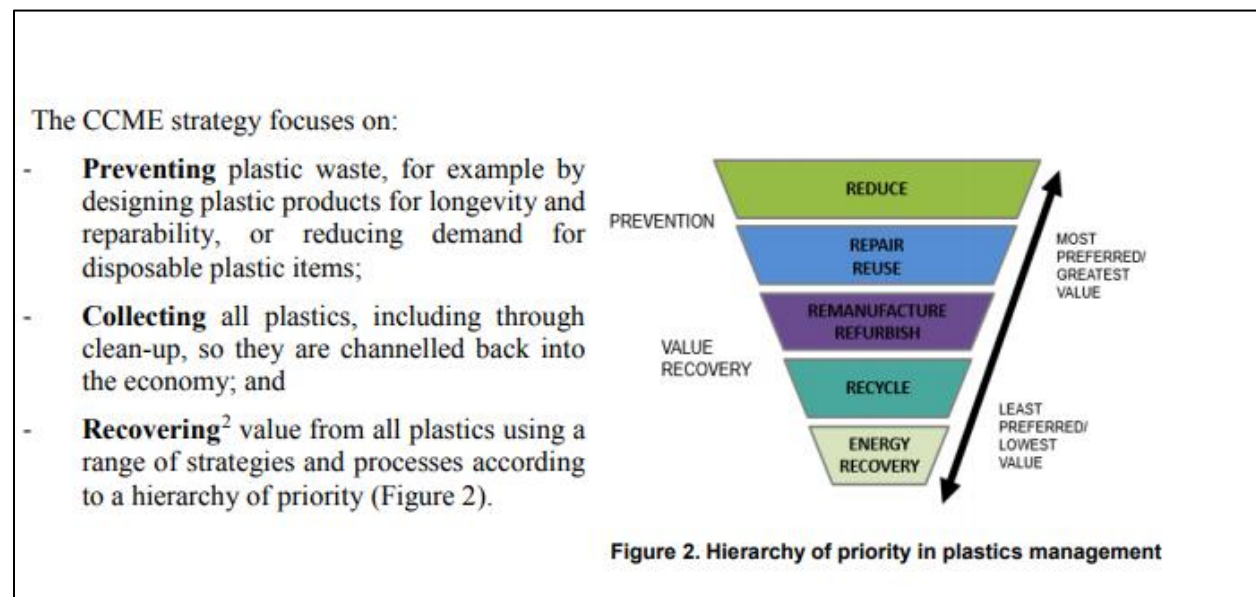
⁴ Strategy on Zero Plastic Waste. Canadian Council of Ministers of the Environment, 2018

⁵ Strategy on Zero Plastic Waste. Canadian Council of Ministers of the Environment, 2018

⁶ Strategy on Zero Plastic Waste. Canadian Council of Ministers of the Environment, 2018

12. The Government of Canada *Strategy on Zero Plastic Waste* recommends a circular economy approach where the aim is to keep materials and energy in the economy as long as possible and to maximize their value. This system closes the loop in use of natural resources by reducing, reusing, repairing, remanufacturing, recycling and composting materials, or, if no other option exists, recovering energy at their end of life. Studies suggest that by 2030, circular economy strategies could deliver more than four trillion USD in global economic benefits, while reducing greenhouse gas emissions and primary resource consumption by 30-40%. By designing plastic products for longevity and reparability, or reducing demand for disposable plastic items, the amount of new plastics introduced into the economy is greatly reduced. The hierarchy of priority in plastics management is shown in Figure 2.2-1 below with reduction strategies, such as plastic bag bans, being the most preferred and proving the greatest environmental value.⁷

Figure 2.2-1
Canadian Council of Ministers of the Environment
Hierarchy of Priority in Plastics Management



13. Implementation of extended producer responsibility, wherein companies creating plastic products and packaging are responsible for the full life cycle of their products (including recycling the product at end-of-life) which will shift the waste management costs and responsibility from taxpayers and consumers to manufacturers. In doing so, it is expected that the efficiency of recycling programs improves while also creating incentives to produce goods that generate less waste or goods

⁷ Strategy on Zero Plastic Waste. Canadian Council of Ministers of the Environment, 2018

that can be more easily recycled.⁸ Currently, Alberta is the only province in Canada to not have legislated extended producer responsibility.

2.3 Common Objections to Bans on Single-use Plastics

14. While bans to single-use plastics are generally supported (discussed in Section 3.3 below), some concerns are anticipated by residents, local businesses, and Council/Administration. In order to address these concerns, LEAB has compiled a list of concerns along with fact-based responses in Table 2.3-1 below.

Table 2.3-1
Common Objections to Bans on Single-use Plastics

Plastic bag bans distract from other environmental problems.
There is no evidence to support a claim that global efforts to address plastic pollution have undermined progress made on other issues. A decision to tackle plastic pollution does not limit our ability to also fight other environmental issues such as climate change. In fact, reducing the production of single-use plastics, will indirectly result in lowering of greenhouse gas emission created during their manufacturing. ⁹
I use my plastic bags for garbage and pet waste bags. Banning plastic bags will mean I have to purchase garbage bags, resulting in no reduction of plastic bags.
While some people do use single-use plastic grocery bags as garbage or pet waste bags, evidence suggests that the majority of consumers do not reuse their bags. The average bag is only used for 12 minutes and plastic bags are not compostable, whereas many bags available for purchase are compostable can be placed in your green bin when used for pet wastes. Other plastic bags, such as produce or bread bags (which would not be included in the ban), could still be reused for similar purposes.
Bags should degrade in landfill and not last thousands of years.
Modern landfills are engineered to entomb waste and prevent decomposition, which creates harmful greenhouse gases like methane and carbon dioxide. When decomposition does occur, methane is released and accounts for 20% of Canada's national methane emissions.
I recycle my bags, so why ban them?
Due to the lack of a market for recycling programs, plastic bags are not part of the majority of household recycling programs and only 1% of plastic bags are actually returned to the supplier for recycling. This means the average family only recycles 15 plastic bags a year. ¹⁰
Plastic bags are so small and lightweight that they do not account for a large amount of the single-use plastics.
While plastic bags are small, they require a large amount of oil to be produced. It only takes about 12 plastic bags for the equivalent of the gas required to drive one kilometer. In addition, single-use plastics represent the majority of litter within public places.
Bringing my own bags in inconvenient.
Single-use plastic bans represent a cultural shift from a "throw-away culture". Many residents are not used to

⁸ Canada-wide Action Plan for Extended Producer Responsibility. Canadian Council of Ministers of the Environment, 2009

⁹ Walker, T.R.; Mallory, M.; Avery-Gomm, S. Why Canada's single-use plastic ban could help the environment and wildlife. Mar. Policy 2016, 68, 117–122

¹⁰ 10 Facts About Single-use Plastic Bags. Center for Biological Diversity. 2019.

bringing their own bags shopping with them. It is just a matter of getting into the habit. Many stores already offer alternatives such as the use of cardboard boxes leftover from distribution.

A plastic checkout bag ban would be a burden on local businesses.

The Retail Council of Canada (“RCC”) and its members have been actively supporting provincial and municipal single use plastic bag deliberations across the Country. Recommendations from the RCC for the development of a municipal bylaw are included as Appendix A. The bylaw should align with other municipalities in the region, and should be supported by the Retail Council of Canada

2.4 Alignment to City of Leduc Policies

15. In February 2012, the City of Leduc’s Environmental Plan was developed as a representation of the City’s commitment to protect and enhance the local environment, and set goals and outcomes for the City through 2021. As part of this plan, the City committed to consider a plastic bag reduction policy. This recommendation fulfills that commitment and supports the goals of the City of Leduc’s Environmental Plan to:

16. Achieve a waste diversion rate of 65% by 2021.

- In 2018, the City of Leduc reached a residential curbside diversion rate of 49% with curbside waste collection per household at 291 kg, down from 318 kg in 2014¹¹. Implementing a ban on plastic bags will lower the number of bags being sent to landfills. A ban on single-use plastics, will both reduce the amount of non-recyclables being sent to landfills and convert many of those items to compostable wastes.

17. Reduce environmental pollution and litter.

- Single-use plastics represent the majority of litter within public places. A single-use plastics ban will enhance our natural areas by reducing litter and environmental pollution related to these items.

18. Coordinate education, branding and advertising for waste reduction initiatives.

- Administration can build upon the existing educational campaign momentum to increase waste reduction efforts within the City of Leduc. In addition, less single-use plastics entering the waste stream contribute to keeping the organics stream free of plastics and other non-organic materials. The single use plastic checkout bag ban is timely, considering the recent promotions on blue bag item restrictions.

19. Develop a waste reduction strategy for businesses and multi-unit developments.

¹¹ 2018 City of Leduc Environmental Progress Report.

- A ban on single-use plastics will enable businesses to reduce waste going to landfills and replace single-use plastics with compostable products. This can also be discussed in person with businesses in a future City of Leduc Industrial. Commercial. Institutional and Multi-Family (ICI/MF) waste reduction initiative.

3.0 JURISDICTIONAL REVIEW

20. Many jurisdictions have instituted bans on single-use plastics. In addition, many businesses have committed to eliminating single-use plastics in their stores, independent of publicly-imposed bans.

21. A comprehensive jurisdiction review was completed by Waste Free Edmonton in 2018 and details from this report are discussed in the sections below. An update of this review is attached as Appendix B.

3.1 Worldwide Bans

22. It is estimated that more than 240 municipalities/regions and 127 countries globally enacted bans and levies to regulate single-use plastics between 2007 and 2017. Plastic produce bags or other hygienic bags (e.g., fresh meat, fish, and bulk food products) are typically not targeted in bans or levies.

¹²

23. Since implementing a ban on single-use plastics and the corresponding mandatory sorting of wastes, Taiwan has seen a nearly 50% reduction in residential waste and a significantly reduced rate of plastic bags, plastic bottles, and metal beverage cans ending up on beaches. Australia also reported significant reductions in beach litter since implementing waste reduction strategies such as a plastic bag ban in combination with an educational outreach campaign. San Jose reported a 76% reduction in creek and river litter, a 59% drop in park and roadside plastic bag litter, and a 69% reduction in plastic bag litter in storm drains since implementing a single-use plastic bag ban.¹³

3.2 Canadian Bans

24. A jurisdictional review of Canadian municipalities with single-use plastic bans identified 38 municipalities with bans starting as early as 2007, and 4 bans that come into effect in 2020. Some municipalities have opted to ban paper bags as well. All of the municipalities have enacted bans through bylaws, with some engaging in public consultation before the ban while others launched awareness campaigns after the passing of the ban. Furthermore, most Canadian municipalities have allowed for transition periods between the passing of the bylaw and the date the ban comes into effect. The Province of Prince Edward Island enacted the “Plastic Bag Reduction Act” in June, 2018 (see Appendix C), and other provinces are contemplating or currently consulting on such a ban (MN, NS, ON, BC for example).

¹² Bag leakage: The effect of disposable carryout bag regulations on unregulated bags. Rebecca LC Taylor, Journal of Environmental Economics and Management. 2019.

¹³ How successful are waste abatement campaigns and government policies at reducing plastic waste into the marine environment? Willis et al. 2018

25. On June 10, 2019, the Government of Canada¹⁴ announced plans to:
- ban harmful single-use plastics (such as plastic bags, straws, cutlery, plates, and stir sticks) as early as 2021 where supported by scientific evidence and warranted, and take additional steps to reduce pollution from plastic products and packaging
 - work with provinces and territories to introduce standards and targets for companies that manufacture plastic products or sell items with plastic packaging so they become responsible for their plastic waste

3.3 Local Bans

26. The City of Wetaskiwin is the only municipality within the City of Edmonton region to have implemented a ban on single-use plastics. In July 2019, it became the third municipality in Alberta to do so, after Regional Municipality of Wood Buffalo in 2010 and Jasper on July 1, 2019. The City of Edmonton has announced plans to also implement a ban starting in January 2021. The Town of Devon has appointed a task force to review a potential bylaw, and the City of Spruce Grove is developing a single use item reduction strategy. Details regarding the City of Wetaskiwin and City of Edmonton bans and associated stakeholder consultations are discussed below.

3.3.1 City of Wetaskiwin

27. In June 2018, the City of Wetaskiwin conducted a survey of 487 residents to determine the support for and timeframe required to implement a ban of single-use plastics within their City. Overall, 66% of respondents agreed or somewhat agreed that the City should ban plastic checkout bags. The survey also revealed that residents were more pre-disposed to take plastic checkout bags than not. However, 77% of respondents have indicated that they sometimes or almost never accept plastic bags at the checkout which indicates that residents have already started to form plastic-free shopping habits and are getting into the habit of not accepting plastic checkout bags. In asking residents what prevents them from using reusable bags more often, 85% of respondents indicated they forget their bags at home or in their vehicle.¹⁵

28. On October 9, 2018, City of Wetaskiwin Council passed the “Plastic Checkout Bag Bylaw”, which came into effect on July 9, 2019. The bylaw prohibits the distribution or sale of single-use plastic and biodegradable plastic (polyethylene) checkout bags less than 2 mils (0.5 millimeters) thick and limits the use of paper bags at only the customer’s request. Exemptions to the bylaw include single-use plastics for fresh fruits and vegetables, bakery items, meats or fish products, wrapping flowers or potted plants,

¹⁴ Government of Canada News Release, June 10, 2019. Canada to ban harmful single-use plastics and hold companies responsible for plastic waste. Retrieved from: <https://pm.gc.ca/en/news/news-releases/2019/06/10/canada-ban-harmful-single-use-plastics-and-hold-companies-responsible>

¹⁵ City of Wetaskiwin Public Participation Procedures, Report #CO-008-2

bulk food or hardware items, restaurants, clothes for dry-cleaning, and dirty, greasy, or hazardous materials.¹⁶

29. The bylaw further assigned a paper bag checkout fee of \$0.15 effective June 1, 2020. A copy of the City of Wetaskiwin Report on Engagement and Bylaw is included as Appendix D.

3.3.2 City of Edmonton

30. In January and May 2019, the City of Edmonton completed Stakeholder Consultations in order to develop recommendations and proposed program changes designed to increase waste diversion within the City of Edmonton. These consultations consisted of surveys, open houses, facilitated workshops, and focus group conversations that consulted more than 20,000 residents on waste diversion efforts (which included a single-use plastics ban). Most residents supported the elimination or reduction of single-use plastics and called on the City to become active in banning excess packaging. In addition, industrial and commercial section stakeholders called on the region to develop consistent regional standards for single-use plastics. General comments from stakeholders are included in Table 3.3.3.1-1 below¹⁷

Table 3.3.2-1
City of Edmonton Stakeholder Consultations
Single-use Plastics Feedback

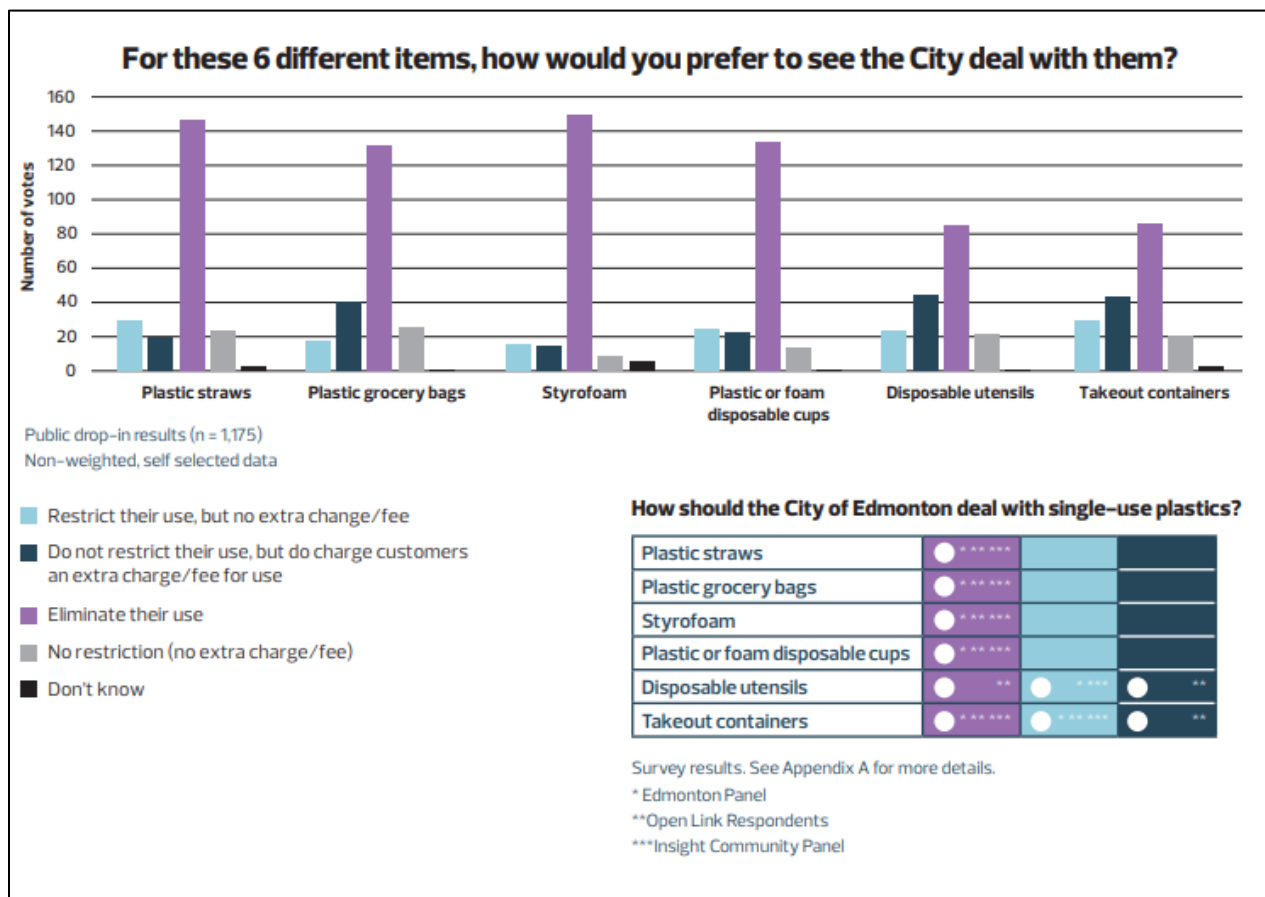
Residential Stakeholders
<ul style="list-style-type: none"> • Focus on reducing waste, not just diverting it • Ban single-use plastics and ask suppliers to reduce packaging
Non-residential Stakeholders
<ul style="list-style-type: none"> • Call for Extended Producer Responsibility from producers and manufacturers • Single-use packaging from special events is a big concern • Fast-food services should adopt more recyclable materials • 'Back-of-house' waste operations for festivals and events: interest in increasing their sustainability practices, but need support and cooperation from the City • Want to see regionalization (Edmonton Metro Region) to apply consistent standards for single-use plastics
City of Edmonton Waste Services Staff
<ul style="list-style-type: none"> • To reach the target waste diversion rates, single-use packaging needs to be addressed • Single-use plastics and much packaging is not recyclable and contributes to increasing the amount sent to landfill • Need Extended Producer Responsibility legislation

¹⁶ City of Wetaskiwin Bylaw 1913-18 (2018)

¹⁷ Time To Talk Future of Waste. What We Heard Report. Phase I. City of Edmonton, January 2019

31. As shown in Figure 3.3.1-1 below, further consultations specific to banning plastics within the City of Edmonton indicated that there is significant support for the elimination of plastic straws, plastic grocery bags, closed-cell extruded polystyrene foam (Styrofoam), and plastic or foam disposable cups within the City of Edmonton. In addition, the majority of the individuals consulted support the elimination or implementation of a “fees for use” for non-compostable disposable utensils and takeout containers.¹⁸

Figure 3.3.1-1
City of Edmonton Stakeholder Consultations
Single-use Plastics Elimination Votes



32. Based on the results of stakeholder consultations, the City of Edmonton is aiming to develop a bylaw to include restrictions on single-use plastics and other single-use materials by September 2020, to

¹⁸ Time To Talk Future of Waste. What We Heard Report. Phase 2. City of Edmonton, May 2019

come into effect January 2021. In addition to the single-use plastics ban, the City will continue to lobby the province to bring in extended producer legislation.¹⁹ A copy of the City of Edmonton *What We Heard Report* is included as Appendix E.

¹⁹ New Edmonton garbage plan includes single-use plastic ban. Scott Johnson, Global News. 2019

4.0 LEAB RECOMMENDATION TO CITY COUNCIL

33. LEAB recommends that, as Step 1, Council pass a single-use plastic checkout bag bylaw, and allow a period of time to pass before the bylaw is effective. For example, approve a bylaw in 2020 and make the effective date in 2021. The bylaw should align with other municipalities in the region, and should be supported by the Retail Council of Canada. Step 2 should include the development of a reduction strategy for other single-use plastic items (such as straws and utensils) that aligns with other local municipalities. LEAB also recommends that Administration work closely with City of Edmonton Administration to align single-use plastic items being banned, and work to facilitate alignment in the region on the details of the bylaws and on the implementation dates

34. Based on consultation with City of Leduc Environmental Services, \$20,000 in the 2020 fiscal year budget is required to create a “made-in Leduc” business and public consultation involving the Chamber of Commerce, Downtown Business Association, and residents of Leduc, and a corresponding education and awareness program. Time should be provided between the approval of the ban and the implementation of the full ban in order to provide Administration with time to complete an educational and awareness campaign. The recommended timelines and ban exclusions are included below.

4.1 Potential Timelines

October 7, 2019 – Committee of the Whole motion directing Administration to work with LEAB on a plan to reduce single-use plastics.

December 2, 2019 – LEAB presentation of single-use plastics ban recommendations

January 2020 – Administration presents a Special Budget Request to Council.

February 2020 – Three months of stakeholder consultations commence

May 2020 – Administration presents proposed single-use plastics bylaw to Council for approval

June 2020 – Final reading and passing of the Single-Use plastics bylaw

June 2020 – Educational campaign commences once approval is received

January 1, 2021 – Single-use plastics checkout bag ban portion of the bylaw comes into effect and implementation of a reduction strategy for other single use items begins.

4.2 Plastic Bag Ban Specific Recommendations

35. In order to facilitate a smooth transition to the new bylaw, the City of Leduc should consider:

- Providing clear communications outlining the reasoning for the bans, frequently asked questions, objections, exceptions to the ban, and expected outcomes.
- Allowing businesses to provide paper checkout bags for a minimum charge of \$0.50 per bag and reusable checkout bags for a minimum charge of \$1 per bag.

36. Leduc County residents, John Maude and Brigitte Maude, representing the John Maude and Susan Quinn Charitable Foundation have offered to provide the City of Leduc with \$15,000 in funding for re-usable shopping bags that can be distributed as part of a campaign to reduce plastic bags used at retail check-outs. This Foundation also supported the City of Wetaskiwin with a similar donation, and Wetaskiwin's recommendation is to provide reusable bags as way to support residents and businesses in the transition. LEAB recommends that Administration purchase reusable bags to distribute as part of an educational campaign using these funds.

37. Exceptions to the single-use bag ban could include the following, and this list will be aligned within the region:

- plastic produce bags
- plastic bags to contain fresh meat or fish products
- plastic bags used to contain bulk food items or bulk hardware items
- plastic bags used to contain freshly prepared bakery items or other food items
- plastic bags used for wrapping flowers or potted plants
- dry-cleaning bags or other professional laundering bags
- plastic bags used to contain dirty, greasy, or hazardous products or materials
- compostable plastic bags

38. A general single-use plastics reduction strategy is recommended in order to encourage businesses to provide plastic alternatives to single-use plastics when combined with an ICI composting program. This ban should specifically prohibit the distribution of:

- prepared food in expanded polystyrene foam cups and take-out containers
- single-use plastic straws
- non-biodegradable plastic plates and utensils
- single-use plastic cups and lids

APPENDIX A:

PEI TEMPLATE PLASTIC BAG BAN

Should the City choose to move forward with a municipal ban on plastic checkstand bags, RCC members encourage supporting the important principle of harmonization by modeling a bylaw using existing best practices.

In recent months RCC and its members have been actively supporting Provincial and municipal single use plastic bag deliberations across the Country.

We applaud several jurisdictions who are considering or have implemented bans that have considered using Prince Edward Island's "The Plastic Bag Reduction Act" [HERE](#) as a harmonized template, and we would advocate the Alberta Government or Edmonton do so as possible, should a ban be the directive.

However, since the implantation of the July 1, 2019 PEI regulation, we have also been recommending the following eight points through practical experience.

These include:

1. **Definition of Business:** With the definition of business we would encourage the exclusion of Food Banks and Charities as food bank clients depend on bags for transporting donations. Nova Scotia added this amendment to the PEI regulation.
2. **Definition of a "Reusable Bag":** We encourage you to not include the prescriptive "primarily made of cloth or other washable fabric" as new and environmentally improved materials will be entering the market soon and their adoption would require a regulatory amendment.
3. **Fee on Paper (Section 4.2):** We encourage a fee be charged for a paper bags. Without a fee, consumers would simply shift to single use paper bags that are arguably equally environmentally problematic.
4. **List of Exceptions:** Avoid "made in my community" exceptions and for operational simplicity harmonize with the PEI list.
5. **Delete 5 – 3c for Hygiene Reasons:** PEI allows for single use plastic bags to be returned to stores for reuse by other customers. For hygienic reasons, we would recommend excluding this exception.
6. **Graduated Implementation (Section 8):** We strongly prefer one fixed fee from the enactment date so as to avoid consumer and business confusion by changing the minimum fee for a paper bag or reusable bag. PEI adjusts its minimum fees up after six months.

7. **One Year Enforcement Date:** PEI (and Nova Scotia as well as several other jurisdictions) allow for a one-year period until the regulation comes into force to allow existing inventories of plastic bags to be used up, new suppliers to be sourced as well as consumers to adjust.
8. **Charitable Donations:** Consideration may wish to be given to allow for donation of reusable bags to charities and events for free, if not during a checkstand transaction (an exception to the minimum charge requirement).

For Further Discussion

John Graham
Director of Government Relations (Prairie Region)
Retail Council of Canada
E: jgraham@retailcouncil.org
P: (204) 926-8624



3rd SESSION, 65th GENERAL ASSEMBLY
Province of Prince Edward Island
67 ELIZABETH II, 2018

Chapter 38

(Bill No. 114)

Plastic Bag Reduction Act

Allen F. Roach
MLA

PRIVATE MEMBER'S BILL

Carol Mayne
Acting Queen's Printer
Charlottetown, Prince Edward Island





PLASTIC BAG REDUCTION ACT

Chapter 38

(Assented to June 12, 2018)

BE IT ENACTED by the Lieutenant Governor and the Legislative Assembly of the Province of Prince Edward Island as follows:

1. Definitions

In this Act,

- (a) **“checkout bag”** means
 - (i) any bag intended to be used by a customer for the purpose of transporting items purchased or received by the customer from the business providing the bag, and
 - (ii) a bag used to package take-out food or food to be delivered, and includes a paper bag, plastic bag and reusable bag;
- (b) **“business”** means a business incorporated under the *Companies Act* R.S.P.E.I. 1988, Cap. C-14, or required to be registered under the *Extra-provincial Corporations Registration Act* R.S.P.E.I. 1988, Cap. E-14, and includes a sole proprietorship, a partnership or a co-operative association engaged in a retail operation and, for the purposes of section 4, a person employed by, or operating on behalf of, a business;
- (c) **“paper bag”** means a bag made out of paper that is recyclable;
- (d) **“plastic bag”** means any bag made with plastic, including biodegradable plastic or compostable plastic, but does not include a reusable bag;
- (e) **“reusable bag”** means a bag with handles that is
 - (i) intended to be used for transporting items purchased or received by the customer from a business,
 - (ii) designed and manufactured to be capable of at least 100 uses, and
 - (iii) primarily made of cloth or other washable fabric;
- (f) **“small paper bag”** means any bag made out of paper that is less than 15 centimetres by 20 centimetres when flat.

2. Purpose

The purpose of this Act is to reduce the use by businesses of single-use checkout bags, to reduce waste and environmental damage and to promote responsible and sustainable business practices in Prince Edward Island.

3. Minister responsible

- (1) The Minister of Communities, Land and Environment is the Minister responsible for the administration of this Act.

Appointment of inspector

- (2) The Minister may appoint a person in accordance with the regulations as an inspector for the purposes of this Act.

4. Checkout bag prohibition

- (1) Except as provided in this Act, no business shall provide a checkout bag to a customer.

Exception

- (2) A business may provide a checkout bag to a customer only if
- (a) the customer is first asked whether, and confirms that, the customer needs a bag;
 - (b) the bag provided is a paper bag or a reusable bag; and
 - (c) the customer is charged a fee of not less than
 - (i) 15 cents for a paper bag, and
 - (ii) \$1 for a reusable bag.

Prohibition

- (3) For greater certainty, no business shall
- (a) sell or provide to a customer a plastic bag; or
 - (b) provide a checkout bag to a customer free of charge.

Idem

- (4) No business shall deny or discourage the use by a customer of the customer's own reusable bag for the purpose of transporting items purchased or received by the customer from the business.

5. Exemptions

- (1) Section 4 does not apply to
- (a) small paper bags;
 - (b) bags used to
 - (i) package loose bulk items such as fruit, vegetables, nuts, grains or candy,
 - (ii) package loose small hardware items such as nails and bolts,
 - (iii) contain or wrap frozen foods, meat, poultry or fish, whether pre-packaged or not,
 - (iv) wrap flowers or potted plants,
 - (v) protect prepared foods or bakery goods that are not pre-packaged,
 - (vi) contain prescription drugs received from a pharmacy,
 - (vii) transport live fish,
 - (viii) protect linens, bedding or other similar large items that cannot easily fit in a reusable bag,
 - (ix) protect newspapers or other printed material intended to be left at the customer's residence or place of business,



- (x) protect clothes after professional laundering or dry cleaning,
- (xi) package medical supplies and items used in the provision of health services; or
- (xii) protect tires that cannot easily fit in a reusable bag;
- (c) a bag of a type or material or that is to be used for a purpose specified in the regulations.

Non-application

- (2) Section 4 does not limit or restrict the sale of bags, including plastic bags, intended for use at the customer's home or business, that are sold in packages of multiple bags.

Limited exception

- (3) Notwithstanding clauses 4(2)(c) and 4(3)(b), a business may provide a checkout bag free of charge if
 - (a) the business meets the other requirements of section 4(2);
 - (b) the bag has already been used by a customer; and
 - (c) the bag is suitable for, and has been returned to the business for, the purpose of being re-used by other customers.

Not retroactive

- (4) Section 4 does not apply to a checkout bag that was purchased by a business prior to the coming into force of this Act.

6. Offence

- (1) A person who
 - (a) contravenes a provision of this Act;
 - (b) consents to, allows, or permits an act or thing to be done contrary to this Act; or
 - (c) neglects or refrains from doing anything required to be done by a provision of this Act,
 is guilty of an offence and liable on summary conviction to a fine
 - (d) in the case of a corporation, of not less than \$100 and not more than \$10,000; and
 - (e) in the case of an individual, of not less than \$50 and not more than \$500.

Multiple and continuing contraventions

- (2) Each occurrence of a contravention of a provision of this Act, and each day or part of a day on which a contravention continues, constitutes a separate offence.

7. Regulations

The Lieutenant Governor in Council may make regulations

- (a) specifying types of bags, material from which bags are made or the purpose for which a bag may be used for the purpose of clause 5(1)(c);
- (b) respecting the appointment and powers of inspectors; and
- (c) respecting any other matter necessary or advisable to carry out the intent and purposes of this Act.

8. Graduated implementation

(1) Subsection 4(2) of this Act is amended

- (a) in subclause(c)(i), by the deletion of the words “15 cents” and the substitution of the words “25 cents”; and
- (b) in subclause (c)(ii), by the deletion of the words “\$1” and the substitution of the words “\$2”.

Idem

(2) Subsection 5(4) of this Act is repealed.

9. Commencement

- (1) Subject to subsection (2), this Act comes into force on July 1, 2019.
- (2) Sections 6 and 8 of this Act come into force on January 1, 2020.



Chapter 38

(Bill No. 114)

Plastic Bag Reduction Act

<i>STAGE:</i>	<i>DATE:</i>
<i>1st Reading:</i>	April 17, 2018
<i>2nd Reading:</i>	May 1, 2018
<i>To Committee:</i>	May 1, 17, 24 & 29, 2018
<i>Reported:</i>	May 1, 17, 24 & 29, 2018 June 5 & 7, 2018
<i>3rd Reading and Pass:</i>	June 8, 2018
<i>Assent:</i>	June 12, 2018

SIGNATURES:

Honourable Antoinette Perry, Lieutenant Governor

Honourable Francis (Buck) Watts, Speaker

Charles H. MacKay, Clerk

Allen F. Roach

MLA

PRIVATE MEMBER'S BILL

2018
3rd SESSION, 65th GENERAL ASSEMBLY

SINGLE-USE PLASTICS LAWS JURISDICTIONAL SCAN

PREPARED BY WASTE FREE EDMONTON



Updated as of October 20, 2019

CANADA

Province	Municipality	Type of Law (Effective Date)	Details of Law	Efficacy	Source
Alberta	Wetaskiwin	Bag Hybrid (July 9, 2019)	<p>Retail establishments are prohibited from selling or distributing single-use plastic checkout bags thinner than 2.0 mm thick. This will apply to any location where goods are offered for sale, including grocery stores, retail stores, farmers' markets, fast food or restaurants.</p> <p>After June 1, 2020 stores must charge a minimum of \$0.15 per single-use paper checkout bag (exceptions for fast food restaurants, food delivery, sit-down restaurants, and mobile catering businesses).</p> <p>An establishment found guilty of breaching the bylaw could be fined up to \$1,000 a day.</p> <p>Exemptions: plastic produce bags; plastic bags to contain fresh meat or fish products; plastic bags used to contain</p>	The bylaw is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.wetaskiwin.ca/826/Plastic-Checkout-Bag-Bylaw

			bulk food items or bulk hardware items; plastic bags used to contain freshly prepared bakery items or other food items; plastic bags used for wrapping flowers or potted plants; dry-cleaning bags or other professional laundering bags; plastic bags used to contain dirty, greasy, or hazardous products or materials.		
	Regional Municipality of Wood Buffalo (10 communities including Fort McMurray)	Bag Ban (2010, revised in 2012)	<p>The ban includes single-use bags made of polyethylene, pulp and paper. Reusable bags are permitted and must be more than 2.25 mm thick.</p> <p>An establishment found guilty of breaching the bylaw could be fined up to \$10,000.</p> <p>Exemptions: single-use bags for bulk goods and meat products; food service establishments; pharmacies, dry-cleaners; and non-profits in the normal course of business.</p>	<p>According to RMWB staff interviewed in 2014, there has been 100% compliance with the bylaw. That conclusion is based on the fact that no fines have been issued. However, it is unclear whether the lack of fines resulted from 100% compliance, or if it is the result of a lack of monitoring and enforcement to ensure that violations are detected and tickets issued.</p> <p>RMWB also asserts that in the first year of the Bag Bylaw “a couple million bags were diverted from the landfills.” They credit the reduction, in part, to the fact that compliance was compulsory.</p> <p>A 2011 report found that approximately 70% of citizens were supportive of the ban one-year after it came into effect.</p>	https://www.rmwb.ca/Assets/Departments/Legislative+and+Legal+Services/Bylaws/ShoppingBag.pdf ; http://www.rmwb.ca/AssetFactory.aspx?did=4417

British Columbia	Victoria	Bag Hybrid (July 1, 2018)	<p>Bans single-use plastic checkout bags and paper bags not containing at least 40% post-consumer material.</p> <p>Businesses may provide paper checkout bags for a minimum charge of 15 cents per bag (rising to 25 cents on July 1, 2019), and reusable checkout bags for a minimum charge of \$1 per bag (rising to \$2 in 2019). These fees should be stated on customer bills. The Bylaw defines a reusable bag as a bag designed and manufactured to be capable of at least 100 uses, and primarily made of cloth or other washable fabric.</p> <p>The City's current focus is on developing education and awareness related to the bylaw. A Retail Toolkit has been developed to provide businesses with information and tools to help transition to the new bylaw.</p> <p>The City will begin administering fines in January 2019. Individual can be fined between \$50 and \$500, while a corporation can be fined between \$100 and \$10,000.</p>	The bylaw is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.victoria.ca/EN/main/residents/climate-change/waste-reduction/single-use-plastic-bags.html
	Vancouver	Single-use Plastics Strategy that includes a cup, straw and utensil ban (Nov 1, 2019)	<p>Priority Actions of the Single-Use Item Reduction Strategy include:</p> <ul style="list-style-type: none"> • By-law amendments that prohibit the distribution of: a) prepared food in expanded polystyrene foam cups and take-out containers, b) single-use plastics 	Bylaw not yet implemented.	https://vancouver.ca/green-vancouver/single-use-items.aspx ; http://council.vancouver.ca/20180516/documents/pspc2b-AppendixA.pdf

			<p>straws, and c) single-use utensils unless requested by the customer.</p> <ul style="list-style-type: none"> • By-law amendments that require business license holders to have reduction plans that significantly reduce the amount of disposable cups and plastic/paper shopping bags they distribute, with options to: <ul style="list-style-type: none"> o Distribute no disposable cups or plastic/paper shopping bags; o Distribute no free disposable cups or free plastic/paper shopping bags; o Other mechanisms that achieve a reduction target set by the City. • A recommendation to investigate options for the City to reduce the costs of collecting disposable cups and take-out containers in public waste bins and as litter and recover those costs through an appropriate mechanism from businesses that generate this waste. • Introduce a requirement for single-use cups, take-out containers, straws and utensils to be recyclable or compostable. • A future action to require businesses to collect single-use items for recycling or composting, contingent on development of recycling markets. 		
Quebec	Montreal	Bag Ban (January 1, 2018)	Retail establishments are banned from selling light plastic bags. A grace period for compliance was granted until June 5, 2018.	The ban is new and still in the process of implementation so not possible to determine efficacy.	http://ville.montreal.qc.ca/portal/page?_pageid=7418,142803238&_dad=portal&_schema=PORTAL

			<p>Banned bags: conventional plastic shopping bags (a thickness of less than 50 microns); oxo-degradable, oxo-fragmentable, biodegradable shopping bags, whatever their thickness.</p> <p>Exemptions: plastic bags used exclusively to transport foodstuffs to the cash counter or to protect them, for hygiene purposes, from direct contact with other items (fruits, vegetables, nuts, bulk confectionery, prepared foods, meat, fish, bread, dairy products, etc.)</p> <p>Penalties ranges from \$200 to \$4,000.</p>		
	Deux Montagnes	Bag Ban (July 2009)	<p>Bans all forms of single-use plastic bags.</p> <p>Exemptions: Biodegradable bags; bags meant to carry items purchased in bulk; paper bags.</p>	Citizens of Deux-Montagnes avoided sending 1.5 million plastic bags to landfills in 2010. This amount represents almost 30 tons of plastic which could have made its way into the environment without the continued efforts of the population.	http://www.ville.deux-montagnes.qc.ca/en/greening-the-way-we-live/
	Huntingdon	Ban (2008)	<p>Bans plastic shopping bags.</p> <p>Fines range from \$100-\$500.</p> <p>Exemptions: biodegradable and paper bags.</p>	Not able to locate publicly available data on effectiveness.	http://villehuntingdon.com/villedehuntingdon/wp-content/uploads/2014/07/R%C3%A8glement-753-2007-Interdiction-des-sacs-de-plastique-sur-le-territoire-de-la-Ville.pdf
	Ville de Brossard	Bag Ban (2016)	Bans plastic shopping bags thinner than 100 microns, compostable polyester and starch shopping bags.	6 months after the bylaw came into force, Brossard has had a very positive assessment of the experience. The bylaw was very well received and the various	https://www.retailcouncil.org/resources/quick-facts/regulations-and-bylaws-on-shopping-bags-in-canada/

			Exemptions: shopping bags made of cellulosic fibers or recyclable paper (including the handle); film bags for produce, meat, fish, and items purchased in bulk such as nuts and flour.	<p>stakeholders were able to adjust quickly with 91% of the 800 merchants in the municipality have complied.</p> <p>Of the alternatives to plastic bags retained by merchants, 40% opted for paper bags, 24% decided not to distribute bags, 19% offer conventional reusable bags (made of polypropylene, polyester or textile), while 18% offer reusable plastic bags with a thickness greater than 100 microns.</p> <p>Brossard concluded that this initiative has helped to promote behaviour change and public awareness.</p>	
	Varennes, Verchères, Contrecoeur, Calixa-Lavallée, Saint-Amable, and Sainte-Julie.	Bag Ban (January 1, 2018)	<p>Bans plastic shopping bags thinner than 50 microns, oxodegradable or oxobiodegradable shopping bags.</p> <p>Exemptions: Plastic bags used exclusively to carry produce, nuts, bulk snacks, ready-to-eat foods, meat, fish, bread and dairy products to the check-out counter or to protect these food products from direct contact with other items for reasons of hygiene.</p>	These bans are new and still in the process of implementation so it is too early to determine efficacy.	https://www.retailcouncil.org/resources/resources/quick-facts/regulations-and-bylaws-on-shopping-bags-in-canada/
	Mont-Saint-Hilaire, Saint-Jean-Baptiste,	Bag Ban (April 22, 2018)	Bans plastic shopping bags thinner than 50 microns; Oxodegradable, oxobiodegradable bags; Compostable polyester and starch shopping bags.	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.retailcouncil.org/resources/quick-facts/regulations-and-bylaws-on-shopping-bags-in-canada/

	Saint-Basile-le-Grand, and Saint-Lambert, Sainte-Marthe-sur-le-lac.		Exemptions: Plastic bags used exclusively to carry food to the check-out counter or to protect these food products from direct contact with other items for reasons of hygiene; Plastic bags used to carry prescription drugs.		
	Saint-Bruno-de Montarville	Bag Ban (April 22, 2018)	<p>Bans plastic shopping bags thinner than 100 microns; Compostable polyester and starch shopping bags.</p> <p>Exemptions: Shopping bags made of cellulosic fibers or recyclable paper (including the handle). Film bags for produce, meat, fish, and items purchased in bulk such as nuts and flour.</p>	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.retailcouncil.org/resources/quick-facts/regulations-and-bylaws-on-shopping-bags-in-canada/
	Beloeil, Candiac, Delson, La Prairie, Léry, Mercier, Saint-Constant, Sainte-Catherine, Saint-Isidore, Saint-Mathieu, Saint-Philippe, Sainte-Anne-de Bellevue, Prevost	Ban (January 1, 2019)	<p>Bans plastic shopping bags thinner than 50 microns; Oxodegradable or oxo biodegradable, compostable polyester and starch shopping bags, regardless of thickness.</p> <p>Exemptions: plastic bags used exclusively to carry produce, nuts, bulk snacks, ready-to-eat foods, meat, fish, bread and dairy products to the check-out counter or to protect these food products from direct contact with other items for reasons of hygiene.</p>	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.retailcouncil.org/resources/quick-facts/regulations-and-bylaws-on-shopping-bags-in-canada/

	Masouche	Bag Ban (April 22, 2018 with transition period until April 1, 2019)	<p>Bans plastic shopping bags thinner than 100 microns; compostable polyester and starch shopping bags.</p> <p>Exemptions: bags made of 100% recyclable paper (including the handle); film bags for produce, meat, fish, and items purchased in bulk.</p>	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.retailcouncil.org/resources/quick-facts/regulations-and-bylaws-on-shopping-bags-in-canada/
	Beauharnois	Bag Ban (April 22, 2018 with 6-month transition period)	<p>Bans plastic single-use shopping bags and Oxodegradable or oxo biodegradable plastic bags, regardless of thickness.</p> <p>Exemptions: plastic bags used exclusively to carry items to the check-out counter or to protect these food products for reasons of hygiene; plastic bags used to carry prescription drugs.</p>	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://ville.beauharnois.qc.ca/wp-content/uploads/2018/01/Guide ECOlogique anglais WEB.pdf ; https://www.retailcouncil.org/resources/quick-facts/regulations-and-bylaws-on-shopping-bags-in-canada/
	Longueuil	Bag Ban (September 1, 2018)	<p>Plastic shopping bags thinner than 50 microns; Oxodegradable or oxo biodegradable,</p> <p>Exemptions: plastic bags used exclusively to carry produce, nuts, bulk snacks, ready-to-eat foods, meat, fish, bread and dairy products to the check-out counter or to protect these food products from direct contact with other items for reasons of hygiene. Plastic bags used to carry prescription drugs.</p>	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.longueuil.quebec/en/bags

PEI	Entire Province	Bag Hybrid (July 1, 2019)	<p>Any single-use plastic bags made with plastic, including biodegradable plastic or compostable plastic, but not meant to be reusable. Includes bags used to package take-out food or food to be delivered.</p> <p>The law allows recyclable paper bags to be provided at a cost of no less than 15 cents and reusable bags at no less than \$1. On Jan. 1, 2020, the cost will go up to 25 cents for a paper bag and \$2 for a reusable bag.</p> <p>Once enforcement comes into place on Jan. 1, 2020, there will be fines attached to offences. Corporations can be fined up to \$10,000 and individuals up to \$500.</p> <p>Exemptions: paper bags and reusable bags (meant for at least 100 uses); bulk food plastic bags; bulk plastic hardware bag; plastic bags for meat, poultry or fish and frozen foods.; bags used for potted plants or to wrap flowers; medical supply or prescription drug bags; big plastic bags for things that won't fit in reusable bags; bags that protect vehicle tires between changeovers; bags that cover clothing after dry cleaning; plastic bag for live fish as a pet.</p>	<p>The ban is new and still in the process of implementation so it is too soon to determine efficacy.</p>	<p>https://www.princeedwardisland.ca/en/information/environment-water-and-climate-change/plastic-bag-reduction</p> <p>http://www.theguardian.pe.ca/news/local/ban-of-single-use-plastic-bags-now-legislation-in-pe-216854/</p>
-----	-----------------	---------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Manitoba	Snow Lake and La Pas	Bag Ban (2016)	<p>Bans single-use plastic bags and any plastic bag not made of durable material suitable for reuse.</p> <p>Exemptions: bags for bulk goods or small hardware items; bags used to contain or wrap frozen foods, meat or fish, flower, potted plants, bakery foods; bags to contain prescription drugs; dry cleaning bags.</p>	Not able to locate publicly available data on effectiveness.	http://www.snowlake.com/Home/DownloadDocument?docId=ff430ca5-6cd4-4cc7-8e3a-30f066ecf51c ; https://plasticactioncentre.ca/directory/plastics-in-manitoba/
-----------------	----------------------	----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	Leaf Rapids	Bag Ban (2007)	<p>Bans single-use plastic bags.</p> <p>Fine of \$1,000/day for violation.</p> <p>Exemptions: Small plastic bags that are used to store non-packaged goods; confectionery; cooked foods; ice; fresh meat/fish/poultry; bags that cost more than \$1.50.</p>	<p>Quote from Mayor Ed Charrier: "The retailers in town think our bylaw is wonderful. They don't have to buy bags to give away. Instead, they sell reusable bags and can make money, although most retailers sell reusable bags on a break-even basis. One store owner was skeptical at first, wondering if the store would lose business to outsiders if bags weren't given away. But this fear did not become an issue. Our residents are taking more pride in our community because they're doing something that's good for the environment and certainly our residents are proud to be the first in North America to do this. The town is much cleaner following the ban and we expect it to be even cleaner than that over time. The cost for clean-up is reduced this year and next year we should see an even greater reduction in costs."</p>	http://www.civicgovernance.ca/wordpress/wp-content/uploads/Innovative_Strategies_Plastic_Bag_article.pdf
	Thompson	Bag Ban (2010)	<p>No person shall sell or provide single-use plastic bags (defined as a bag made with less than 2.25 mils thick polyethylene, including biodegradable bags) free of charge or allow single-use plastic bags to be sold or provided free of charge.</p>	<p>Not able to locate publicly available data on effectiveness.</p>	http://www.thompson.ca/p/plastic-bag-ban

			<p>Owners of retail businesses are permitted to provide alternatives to single-use plastic bags, such as reusable containers and bags for a charge or for free.</p> <p>No retail business shall deny the use of any reusable container by a customer for the transport of purchased items. Reusable containers is defined as a bag, box or other container that is specifically designed and manufactured for multiple reuse that is: 1. made of cloth or other machine washable fabric; 2. or made of other durable material suitable for reuse.</p> <p>Exemptions: bags used for bulk items; frozen foods; potted plants; to protect prepared foods; prescription drugs; and laundry.</p> <p>Fines issued in accordance with City of Thompson Fee and Fine Schedule.</p>		
Ontario	Toronto	Bag Fee (adopted in 2009, rescinded in 2012)	Required retailers to charge \$0.05 for single-use plastic bags. In 2012, City Council decided to rescind the charge and mandate a ban on single-use plastic bags. However, a legal action was brought against the City to quash the ban. As a result, the forthcoming ban was turned down by City council in 2012. Council chose to go with education and outreach instead.	Between 2008 and 2012, waste audits demonstrated that there was a 53% reduction in waste after the fee was in effect. Since the Bag Fee was cancelled, bags in the waste stream have increased by 26%.	https://www.toronto.ca/legdocs/mmis/2013/pw/bgrd/backgrounroundfile-59290.pdf ; http://www.torontoenvironment.org/campaigns/waste/bagbanfaq

UNITED STATES

State	Region	Type of Law (Effective Date)	Details of Law	Efficacy	Source
California	Entire State	Bag Hybrid (2016)	<p>The law prohibits most grocery stores, large retail stores with a pharmacy, and convenience stores from providing single-use bags, unless the bags are made with recycled paper.</p> <p>Stores must provide customers with reusable grocery bags or with recycled paper bags, and must charge at least 10 cents for each bag.</p> <p>Exemptions: bags used by pharmacies for prescriptions; bags without handles used to protect a purchased item from damage or contamination; bulk foods bags; dry cleaning bags.</p>	"We calculated that due to both the wave of local ordinances and the statewide bag ban, plastic grocery bag litter has dropped by 72 per cent since 2010 and now accounts for less than 1.5% of items littered".	http://www.calrecycle.ca.gov/plastics/CarryOutBags/FAQ.htm ; http://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?lawCode=PRC&division=30.&title=&part=3.&chapter=5.3.&article=1.&goUp=Y ;
		Straw Ban (January 1, 2019)	<p>Bans full-service restaurants in the state from handing out single-use plastic straws to customers unless they ask for one. The law doesn't apply to fast food restaurants or convenience stores. Full-service restaurants can still hand out paper or metal straws unprompted by customers.</p> <p>Violators can face a \$25 fine per day after two warnings.</p>	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.cnn.com/2018/09/20/us/plastic-straws-banned-in-california/index.html

	San Francisco	Bag Hybrid (2012)	<p>Ban on single-use checkout plastic bags and levy on compostable bags, recycled paper bags or reusable (>125 uses) bag of \$0.10. The charge must be displayed separately on customer receipt. Stores and food establishments are allowed to keep the charge.</p> <p>Exemptions: bags for bulk items; unwrapped prepared foods; to prevent damage to a good or contamination of other goods placed together in the same bag; leftover food from sit down dining; newspaper, laundry or dry-cleaning; and pharmacies.</p> <p>For those who are persistently out of compliance, a warning can be issued, and fines can range from \$100-\$500.</p>	Not able to locate publicly available data on effectiveness.	<p>http://library.amlegal.com/nxt/gateway.dll/California/environment/chapter17plasticbagreductionordinance?f=templates\$fn=default.htm\$3.0\$vid=amlegal:sanfrancisco_ca</p> <p>https://sfenvironment.org/checkout-bag-ordinance</p> <p>https://static1.squarespace.com/static/54d3a62be4b068e9347ca880/t/57dc50aae6f2e1bd882d91a2/1474056363151/Merged+Plastic+Bag+Impacts+and+Bag+Ban+Results.pdf</p>
	LA County	Bag Hybrid (2010)	<p>A ban on thin plastic carryout bags and 10 cent charge for paper. "Plastic carryout bag" includes compostable and biodegradable bags but does not include reusable bags, produce bags, or product bags. A reusable bag = minimum lifetime capacity of 125 or more uses, carry 22 or more pounds over a distance of at least 175 feet, has a minimum volume of 15 liters, made of cloth or other machine washable fabric and must be made of other durable material including plastic at least 2.25 thick</p>	The bag ordinance reduced single-use plastic bag distribution by 94%, including a 10-25% reduction in paper bag usage.	<p>http://www.baglaws.com/assets/pdf/california_la_county.pdf;</p> <p>https://www.surfrider.org/coastal-blog/entry/the-proliferation-of-the-plastic-bagban;</p> <p>https://static1.squarespace.com/static/54d3a62be4b068e9347ca880/t/57dc50aae6f2e1bd882d91a2/1474056363151/Merged+Plastic+Bag+Impacts+and+Bag+Ban+Results.pdf;</p>

					http://ladpw.org/epd/about/hebag/PDF/Bag%20Ban%20Status%20Nov%202012.pdf
	Malibu	<p>Bag Ban (2008); Hybrid (2017)</p> <p>Styrofoam containers and single-use plastic item (2018)</p>	<p>The City of Malibu banned single-use plastic bags (including compostable bags) in 2008.</p> <p>In 2017, the city amended the ban to include a recycled paper bag fee. Stores are required to charge a minimum 10-cent fee when providing a recycled paper bag, which will be retained by stores for use in complying with the ordinance.</p> <p>In 2018, the city banned polystyrene foam take-out containers, plastic cutlery, stir sticks, straws, and other single-use items in all retail stores and restaurants. Restaurants are now being spot-checked, according to city officials, and compliance with the new ordinance will be part of regular inspections. Cited restaurants will first be given a warning, then progressively fined \$100, \$200, and \$500. The City is actively working with local businesses to adopt alternatives to plastic, such as paper, bamboo, or sugar cane.</p>	<p>Not able to locate publicly available data on effectiveness.</p> <p>The ban is new and still in the process of implementation so it is too soon to determine efficacy.</p>	<p>http://www.baglaws.com/assets/pdf/california-malibu.pdf;</p> <p>http://qcode.us/codes/malibu/?cite=9.24</p> <p>http://www.cbc.ca/news/world/plastic-straw-ban-malibu-1.4695756</p> <p>https://www.malibucity.org/861/Plastic-Bans</p>
	Santa Monica	Bag Hybrid (2011)	Prohibits all retail establishments from providing single-use plastic carryout bags to customers at the point of sale, including bags made predominantly of plastic derived from petroleum or from	It eliminated plastic bags (75 to 0%) and increased reusable bag usage by 40 percent. However, the elimination of plastic bags also led	https://www.smgov.net/Departments/OSE/Business/Single-Use_Carryout_Bag_Ban.aspx ;

			<p>bio-based sources, such as corn or other plant sources.</p> <p>Grocery stores, convenience stores, mini-marts, liquor stores and pharmacies are permitted to provide customers with paper bags made from at least 40% post-consumer recycled content. These types of retailers are required to charge customers at least ten cents per paper bag. Revenues generated by sales of paper bags remain with the affected stores.</p> <p>Exemptions: produce bags; restaurants and other food vendors for take-out food and liquids intended for consumption off of the food provider's premises; department stores, clothing stores, and stores that sell durable goods are not prohibited from distributing paper bags to customers for free.</p>	to an increase in paper bag usage (3% to 16%).	https://energycenter.org/sites/default/files/Plastic-Bag-Ban-Web-Version-10-22-13-CK.pdf
	San Mateo County	Bag Fee (2013)	Imposed a 10-cent fee on disposable bags.	The number of people bringing their own bags rose by 162%, orders for bags from retailers dropped by 84 percent. 130% more carried out their purchases without a bag.	https://static1.squarespace.com/static/54d3a62be4b068e9347ca880/t/57dc50aae6f2e1bd882d91a2/1474056363151/Merged+Plastic+Bag+Impacts+and+Bag+Ban+Results.pdf http://www.cityofsanmateo.org/DocumentCenter/View/43366
	San Jose	Bag Hybrid (2012)	The ordinance prohibits retail establishments from providing customers with single-use carry out bags	All of the key indicators monitored by staff show downward trends in presence of single-use plastic bags	http://www3.sanjoseca.gov/clerk/CommitteeAgenda/TE/20121203/TE20121203_d5.pdf

			except for recycled content paper bags, which retail establishments may sell for a 10-cent charge.	in street, storm drain, and creek litter, and an upward trend in use of reusable bags by shoppers. It reduced plastic debris by “approximately 89 percent in the storm drain system, 60 percent in the creeks and rivers, and 59 percent in city. Plastic bags made up 8 percent of total creek litter in 2011 and 4 percent in 2012. Reusable bag use increased greatly from 4-62%. However, it also led to an increase in paper bag usage (3 to 16%)	; https://energycenter.org/sites/default/files/Plastic-Bag-Ban-Web-Version-10-22-13-CK.pdf
	Alameda County	Bag Hybrid (2013)	Grocery stores and certain other food retailers have not been allowed to provide single-use plastic carryout bags at checkout. As of May 1, 2017, this ordinance expanded to include ALL retail stores in Alameda County, and as of November 1, 2017, also includes all eating establishments and food delivery services. Stores are required to stock reusable and paper bags and charge at least 10-cents and itemize the charge on receipts.	The bag ordinance reduced bag purchases by 85% in less than two years and more than double the amount of customers brought in their own bags or didn't use a bag at all. 44% decrease in plastic bags found in County storm drains. Stores are participating with a compliance rate of 90+%	http://reusablebagsac.org/ http://www.stopwaste.org/about/news/successful-results-bag-ordinance
	Santa Barbara	Bag Hybrid (2013)	The ordinance prohibits certain stores from providing single-use plastic carryout bags to customers at the point of sale and requires a 10-cent charge for each paper bag provided to customers. The 10-cent charge on paper bags may	Two years of ban implementation resulted in eliminating almost 45 million single-use plastic shopping bags from covered stores—an estimated 95% of all plastic bags generated in the city. The report	https://www.santabarbaraca.gov/services/recycling/bags/ordinance_about.asp

			be retained by stores for use in complying with the ordinance	also shows that the vast majority of consumers have shifted to reusable bags or no bags, and that the policy has actually reduced paper bag consumption by as much as 42%.	35427/DO135428/DO_135428.pdf
	Other	Bag bans (various dates)	Numerous other regions in California have enacted bag bans.	Not able to locate publicly available data on effectiveness.	List of other ordinances in California can be found here: http://www.baglaws.com/legislation.php?state=California
District of Columbia	Washington	Bag Fee (2010)	<p>All businesses that sell food or alcohol are required to charge 5 cents for every carryout paper or plastic disposable bag. The business retains 1 cent (or 2 cents if it offers a rebate when customers bring their own bag), and the remaining 3-4 cents goes to the Anacostia River Clean Up and Protection Fund.</p> <p>Exemptions: bulk items; frozen foods; meat and fish; flowers; potted plants; small bakery goods; prescription drugs; newspapers; small hardware items; trash, pet and yard waste; dry cleaning, and paper bags to take food home from a restaurant that has seating.</p>	<p>The fee has contributed about \$10 million from 2010-2014 to the Anacostia River Clean Up and Protection Fund.</p> <p>After the fee started, within months officials released figures showing a drop from a purported 22.5 million bags used per month to 3.3 million — an 85% decrease.</p> <p>Surveys showed that households estimated they had decreased bag use by 60%, from 10 bags a week to four.</p> <p>According to several independent studies, in less than five years after fee implemented, bag usage in DC has dropped by more than 50%.</p>	<p>https://doee.dc.gov/sites/default/files/dc/sites/ddoe/publication/attachments/Anacostia%20Clean%20Up%20and%20Protection%20Act%20of%202009_3.20.15.pdf;</p> <p>https://ggwash.org/view/38159/the-data-proves-the-dc-bag-fee-is-working;</p> <p>https://www.washingtonpost.com/investigations/nickel-by-nickel-is-the-dc-bag-fee-actually-saving-the-anacostia-river/2015/05/09/d63868d2-8a18-11e4-8ff4-fb93129c9c8b_story.html</p>

Washington	Seattle	<p>Styrofoam Ban (2009)</p> <p>Plastic straw and utensil ban (July 1, 2018)</p>	<p>In 2009, Styrofoam was banned.</p> <p>In 2010, it became a requirement that foodservice items (with the exception of straws and utensils) be either recyclable or compostable.</p> <p>Effective July 1 2018, the City banned plastic straws and utensils at "all food service businesses, including restaurants, grocery stores, delis, coffee shops, food trucks, and institutional cafeterias." Businesses can opt for straws and utensils made from more environmentally friendly materials such as paper, steel and bamboo. Still, the city suggests that businesses provide those only upon request. The ban carries a \$250 fine for any businesses who violate it, but the focus for the next year will be more on educating and assisting businesses with compliance than on enforcement.</p>	<p>The plastic straw and utensil ban is new and still in the process of implementation so not possible to determine efficacy.</p>	<p>http://www.seattle.gov/utilities/businesses-and-key-accounts/solid-waste/food-and-yard/commercial-customers/food-packaging-requirements</p> <p>https://www.huffingtonpost.com/entry/seattle-bans-plastic-straws-and-utensils_us_5b3a5536e4b05127ccea4a</p>
-------------------	---------	---------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	Seattle	Bag Hybrid (July 1, 2017)	Effective July 1, 2017, prohibits all Seattle retail stores from providing customers with single-use plastic carryout bags, including bags labeled “biodegradable,” “degradable,” “decomposable” or similar. Allows retail stores to provide customers with any size recyclable paper or reusable carryout bags but requires retail stores to charge a minimum of 5 cents for large paper carryout bags (these are typical grocery bags with a flat bottom greater than 60 square inches) and the bags must contain at least 40% post-consumer recycled fiber. It also prohibits all Seattle retail stores from providing customers with plastic bags (such as produce bags) that are tinted green or brown. Retail stores must show all bag-charges on customer receipts and get to keep all revenue. The charge is a taxable retail sale. It also allows retail stores to charge for smaller bags and carryout bags made of plastic 2.25 mil or thicker, at their discretion. There is a \$250 fine for violations.	Resulted in roughly 100 million fewer single-use plastic bags in the region during the first six months after the ordinance took effect.	http://www.seattle.gov/util/MyServices/Recycling/ReduceReuse/PlasticBagBan/index.htm
--	---------	---------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Hawaiian Islands	Entire State	Bag Hybrid (various dates)	<p>There is a defacto statewide ban as all of its most populous counties prohibit non-biodegradable plastic bags at checkout, as well as paper bags containing less than 40 percent recycled material.</p> <p>Bans in Kauai, Maui and Hawaii counties took effect between 2011 and 2013, with Honolulu becoming the last major county to approve a ban in 2015, adding a 15-cent charge for all reusable bags, effective July 2018.</p>	<p>The bans in Hawaii resulted in many stores upping the thickness of their plastic bags to 2.25 mils to cross the threshold that separates “single-use” plastic from “reusable” plastic bags under many bag laws. This is something that would need to be addressed with any future legislation.</p>	<p>http://www.opala.org/solid_waste/archive/plastic_bag_ban.html</p> <p>http://www.opala.org/solid_waste/pdfs/ORD%2017-37%20PBB.PDF</p>
Massachusetts	Boston	Ban (December 2018)	<p>Retailers can only keep recyclable paper bags (100% recyclable and contains at least 40% post-consumer recycled material), compostable bags, or reusable bags in stock.</p> <p>Compostable bags are defined as conforming to ASTM D6400 standard; certified as capable of decomposing at the same rate as compostable materials.</p> <p>Reusable bags are defined as designed and manufactured to use more than once; made of durable material or durable plastic that is at least 3.0 mils (thousandths of an inch) in thickness.</p> <p>Only applies to “checkout bags” = carryout bag with handles.</p>	<p>The ban is new and still in the process of implementation so it is too soon to determine efficacy.</p>	<p>https://www.boston.gov/departments/environment/reducing-plastic-bags-city-boston</p>

			Exemptions: newspaper bags; bags used to wrap produce, frozen food, meat or fish; laundry/dry-cleaner bags; trash can liners.		
--	--	--	-------------------------------------------------------------------------------------------------------------------------------	--	--

New York	Entire state	Bag Ban (pending)	Bill to ban plastic bags by 2019 introduced in April 2018.	n/a	https://www.nytimes.com/2018/04/23/nyregion/plastic-bags-ban-cuomo-new-york.html ; https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/PlasticBagBan.pdf
	New York City	Styrofoam Ban (January 1, 2019)	<p>The City's Styrofoam ban will go into effect by January 1, 2019, following the dismissal of a lawsuit preventing the implementation of the ban. This means that food service establishments, stores, and manufacturers may not possess, sell, or offer for use single service expanded polystyrene foam food service articles or loose fill packaging.</p> <p>Over the first 6 months of the ban administration will work with businesses to ensure they understand the law and help them transition to new materials to replace foam products.</p>	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://www1.nyc.gov/office-of-the-mayor/news/295-18/mayor-de-blasio-ban-single-use-styrofoam-products-new-york-city-will-be-effect

New Jersey	Monmouth Beach	Ban on various plastic and Styrofoam items (June 2018)	Bans single-use plastic bags, straws, food containers, and take-out Styrofoam boxes. Includes fines of up to \$2,400 with warnings for initial violations.	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	http://newjersey.news12.com/story/38266631/monmouth-beach-approves-ban-on-plastic-straws-bags
Illinois	Chicago	Bag Fee (February 2018)	<p>Jan 1, 2017 the city repealed its plastic bag ban after only 16 months and replaced it with a 7-cent-per-bag tax on paper or plastic bags starting February 2018. Five cents from the new tax goes to the city, the other two cents to stores.</p> <p>Exemptions:</p> <ul style="list-style-type: none"> • bags provided for prescription drugs; • bags used to prevent certain food items, such as raw meat, from contaminating other food or merchandise; • those used to bag loose bulk items; • take-out or dine-in bags; • bags for wrapping prepared food or baked goods; • those used for holding flowers or potted plants; • bags containing frozen foods. 	<p>The ban resulted in many stores simply upping the thickness of their plastic bags to 2.25 mils to cross the threshold that separates “single-use” plastic from “reusable” plastic bags.</p> <p>After the fee was enacted, the number of plastic and paper bags used dropped 42% in the first month afterwards. Of the 14,168 shoppers surveyed, only 49% percent used at least one disposable bag — down from the 82% before the tax. The tax is expected to add \$9.2 million to the city's coffers.</p>	<p>https://www.cityofchicago.org/content/dam/city/depts/bacp/Consumer%20Information/know2016flyerplasticbagban.pdf;</p> <p>https://www.dnainfo.com/chicago/20170424/lincoln-square-were-using-42-percent-fewer-bags-since-7-cent-tax-started-city-study-says/</p> <p>https://www.dnainfo.com/chicago/20160205/downtown/is-chicagos-plastic-bag-ban-working-no-advocates-say-people-must-pay/</p>
Oregon	Portland	Ban - 2015	<p>Plastic single-use bags cannot be provided by retailers or food vendors at customer check-out.</p> <p>Exemptions: prescription medication, and bags without handles that are used to protect one item from another – for example, produce, bulk food, or meat.</p>	In the year after the law was implemented the City found: there were fewer than five consumer complaints regarding non-compliance but found no cause to issue penalties; reusable checkout bag use increased 304 percent; highly recycled paper checkout bag use increased 491 percent.	<p>https://www.portlandoregon.gov/citycode/56750;</p> <p>https://www.portlandoregon.gov/bps/article/419700</p>

			What you can use instead are: paper bags made from at least 40% recycled content; reusable cloth bags; or reusable plastic bags that are at least 4 mil thick and have handles.		
--	--	--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

OUTSIDE NORTH AMERICA

Continent	Country	Type of Law (Effective Date)	Details of Law	Efficacy	Source
Europe	EU-Wide	2018 EU Directive	Under the Directive, single-use plastic items such as plastic straws, cotton swabs, disposable plastic plates and cutlery will be banned by 2021. It also requires that 90% of plastic bottles be recycled by 2025.	Directive not yet implemented.	https://www.bbc.com/news/world-europe-45965605
		2018 European Strategy for Plastics in a Circular Economy	<p>On January 16, 2018 the European Commission adopted the first-ever European Strategy for Plastics in a Circular Economy. The plan seeks to eliminate plastic pollution and change the way plastics are produced and consumed in the EU, with a focus on plastic bags, other single-use plastics, and fishing materials. The plan also seeks to improve the economic benefit of recycling, to create jobs through engaging businesses and producers, and to invest in innovation.</p> <p>By 2030 all plastic packaging produced and sold in Europe should be reusable or recyclable. Other 2030 targets include 65% recycling of municipal waste, 75% recycling of packaging waste, and a binding agreement to reduce landfill waste to a maximum of 10% of municipal waste.</p>	The strategy is new and still in the process of implementation so not possible to determine efficacy.	http://ec.europa.eu/environment/waste/plastic_waste.htm

		<p>2015 European Union Directive on Single-use Plastic Bags</p>	<p>The EU directive required Member States to take measures to reduce their level of consumption of plastic bags. To do this, they can either choose to, or cumulatively opt for:</p> <p>a) the adoption of measures guaranteeing that the annual level of consumption does not surpass 90 light plastic bags per person by 31st December 2019 and 40 light plastic bags per person by 31st December 2025, or the setting of similar objectives by weight. Very light plastic bags can be excluded from the national consumption objectives.</p> <p>b) the adoption of instruments guaranteeing that on 31st December 2018, no light plastic bag is provided free of charge at the point of sale of merchandise or products, unless equally effective instruments are implemented. Very light plastic bags can be excluded from the scope of these measures. The banning of single-use plastic bags is also made possible by the directive.</p> <p>Furthermore, starting in May 2018, Member States must report their annual light plastic bags' consumption to the European Commission.</p>	<p>Not able to locate publicly available data on effectiveness.</p>	<p>https://www.surfrider.eu/wp-content/uploads/2016/11/guide_good-practices_web_en.pdf</p>
--	--	-----------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	France	Bag Ban (2016)	France banned free distribution of thin single-use plastic bags typically distributed at grocery stores. A ban of thin green bags used for produce followed in January 2017.	Not able to locate publicly available data on effectiveness.	https://www.nationalgeographic.com/people-and-culture/food/the-plate/2016/11/france-just-banned-plastic-forks--who-s-next-/ https://www.cnn.com/2016/09/19/europe/france-bans-plastic-cups-plates/index.html
		Plastic cup and utensil ban (2020)	The newest addition to the Energy Transition for Green Growth Act proposes a ban on plastic plates and utensils, which will take effect in 2020.		
	Ireland	Bag Fee (2002)	Fee is now 22-euro cents. The tax revenue goes into different programs aimed at environmental protection.	Resulted in a 90% reduction and an associated gain in the form of reduced littering. Costs of administration have been very low, amounting to about 3% of revenues. Response from the public and the retail industry, has been overwhelmingly positive. Central to this acceptance has been a policy of extensive consultation with these stakeholders.	http://www.irishenvironment.ie/iepedia/plastic-bag-levy/ https://www.researchgate.net/publication/5146973_The_Most_Popular_Tax_in_Europe_Lessons_from_the_Irish_Plastic_Bags_Levy

	Italy	Bag Ban (2011)	Bans the use of plastic bags for fruit, vegetables and baked goods in favor of biodegradable and compostable alternatives.	Reduction of plastic bag consumption by more than 55% since 2011 (Surfrider Foundation Europe, 2017)	http://www.gazzettaufficiale.it/eli/id/2017/08/12/17G00139/sq; https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1
	England	Bag Fee (2015)	Large shops (retailers who have 250 or more employees) in England are required to charge 5p for all single-use plastic bags.	England's plastic bag usage drops 85% since 5p charge introduced. The charge has also triggered donations of more than £29m from retailers towards good causes	https://www.gov.uk/government/publications/single-use-plastic-carrier-bags-why-were-introducing-the-charge/carrier-bags-why-theres-a-5p-charge
	Scotland	Bag Fee (2014)	Requires retailers to charge at least 5p for all single-use plastic bags. Customers are also required to pay for paper bags, as well as bags made from some plant-based materials. The legislation applies to all retailers, not just those selling food. Online outlets selling or delivering a product into Scotland are also required to charge for single-use bags. Exemptions: any single-use bag used only to contain unpackaged foods for human or animal consumption are excluded from the charge.	The law is raising 6.7Mp in a year and sees usage cut by 80%.	https://www.legislation.gov.uk/sdsi/2014/9780111023211; https://www.bbc.co.uk/news/uk-scotland-34575364
	Denmark	Bag Fee (1994)	Danish tax on plastic bags is approximately 50 cents US, part of which goes in taxes, and part to the business.	The tax had a remarkable effect on the use of plastic carrier bags. The introduction of the tax halved	https://www.nationalgeographic.com/news/2018/05/denmark-uses-less-plastic-bags-usa-culture/

			Bags are covered by the tax if they have capacity to handle at least 5 liters and they reasonably can be replaced by cloth bags, carrier net and the like. Very strong plastic bags directly comparable with cloth bags and carrier nets are not covered by the tax. Tax only applies in supermarkets, where customers buy the plastic bags. In clothing and similar shops however, plastic bags are offered free to customers by the shops, who pay the tax themselves	the consumption from around 800 million bags to 400 million bags, which amounts to around 80 bags per person annually. The retailer revenue has amplified the effects of the tax.	https://green-budget.eu/wp-content/uploads/Tax-on-plastic-bags_FINAL.pdf
	Slovenia	Bag Ban (2017)	Ban on free lightweight plastic bags	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1 http://www.plasticportal.eu/en/wepay-for-plastic-bags-in-slovakia-and-in-the-czech-republic/c/4795/
	Spain	Ban turned to Fee (effective 2020)	Fee on consumer for disposable plastic bags with a thickness between 15 μ and 50 μ . The fee was intended to be introduced in March 2018, but was postponed. A total ban of lightweight and very lightweight non-compostable plastic carrier bags is supposed to come into effect in 2020	Fee not yet implemented.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1
	Latvia	Bag Fee (2009)	Fee on retailer for plastic bags (with two different rates for single and multiple use bags and depending on weight. Since then, most supermarkets	Plastic bag consumption dropped rapidly after implementation while use of reusable bags increased, but stabilized after the first year.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1

			charge for plastic carrier bags and offer reusable carrier bags.		nability.pdf?isAllowed=y&sequence=1 https://ieep.eu/uploads/articles/attachments/2295371a-be98-4ab0-92be-9cd755a148e4/LV%20Packaging%20Tax%20final.pdf?v=63680923242
	Lithuania	Bag Fee (December 31, 2018)	Fee on consumer. Prohibition of free lightweight plastic bags with a thickness between 15 and 50µ.	The fee is new and still in the process of implementation so it is too soon to determine efficacy.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1
	Netherlands	Bag Fee (2016)	Fee on consumer. Very lightweight bags for primary packaging are exempt. While businesses have the freedom to decide how much they will charge, the official guideline is €0.25 per bag.	The number of plastic bags ending up as litter decreased by 40% in one year	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1
	Portugal	Bag Fee (2015)	Fee put on supplier. The charge of €0.10 per bag between 15-50µ was mostly passed on to the consumer.	After the tax was introduced, the consumption of lightweight plastic bags decreased by 74%, while that of reusable plastic bags, exempted from the levy, increased by 61%	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1
	Northern Ireland	Bag Fee (2013)	Levy on consumer for plastic bags (£0.05).	Within one year, a 71% drop in the consumption of plastic bags, followed by another 42.6% decrease the following year.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1

	Romania	Bag Fee (2009)	Fee of €0.05 on consumer on non-biodegradable plastic bags.	Unable to find publicly available information about its effectiveness.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1
Central America	Costa Rica	Single-Use Plastics Ban (2021)	The government announced the phasing out of all kinds of disposable plastics by 2021.	Ban not yet implemented.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1
	Uruguay	Bag Fee (2017)	Fee on consumer on single-use plastic bags.	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1
	Chile	Bag Ban (2019)	Large retailers and supermarkets have six months to comply. Small and medium-size businesses will have two years to abide by the new rules. In the meantime, they may hand out up to two plastic bags per customer.	Ban not yet implemented.	https://wedocs.unep.org/bitstream/handle/20.500.11822/25496/singleUsePlastic_sustainability.pdf?isAllowed=y&sequence=1 https://www.bbc.com/news/world-latin-america-45066268
Asia	Taiwan	Ban of bags, straws, utensils and cups (2030)	Taiwan announced one of the farthest-reaching bans on plastic in the world, restricting the use of single-use plastic bags, straws, utensils, and cups. The ban should be completely in force by 2030.	The ban is new and still in the process of implementation so it is too soon to determine efficacy.	https://www.globalcitizen.org/en/content/taiwan-ban-on-plastic-bags-straws-utensils-contain/
	China	Bag Hybrid (2008)	China banned ultra-thin plastic bags and established a policy requiring stores to charge customers for thicker plastic bags.	According to the National Development and Reform Commission, the plastic bag ban has cut consumption by at least 67	https://grist.org/article/chinas-plastic-bag-ban-turns-five-years-old/

				<p>billion bags, saving an equivalent of 6 million tonnes of oil in the 5 years after its implementation.</p> <p>Since the ban was implemented, use of plastic bags has dropped by more than two-thirds, said Li Jing, vice chief of energy-saving and environmental protection department under the NDRC.</p>	
	India	Bag Ban (various dates)	<p>Numerous jurisdictions in India (approximately 25) have banned the use of thin plastic bags that are below 50 microns. The Indian government has pledged to ban all single-use plastics by 2022.</p>	<p>Efforts are faltering due to lack of enforcement as sale and stocking of thin plastic bags continue. The production and usage of plastic persist in large amounts and India continues to be the top four producers of plastic waste in the world.</p> <p>According to a IndiaSpend investigation, implementation of the various bans is lax and not resulting in a reduction in the amount of plastic.</p>	<p>http://timesofindia.indiatimes.com/articleshow/64443561.cms?utm_source=contentofinterest&utm_medium=text&utm_campaign=cppst; https://swachhindia.ndtv.com/plastic-ban-india-can-learn-countries-6161/; http://www.indiaspend.com/cover-story/25-indian-states-ban-plastic-bags-yet-600-trucks-loads-of-plastic-discarded-every-day-31602</p>
Oceania	Australia	Bag Ban (Various dates)	<p>Western Australia and Queensland banned plastic bags in July 2018;</p> <p>Tasmania banned plastic bags in 2013; Northern Territory banned plastic bags in 2011. Biodegradable and heavier bags remain legal;</p>	<p>A 2015 review of the Tasmania ban found widespread support for the ban but a mixed environmental impact.</p> <p>According to the ACT Government's 2014 review, plastic waste to landfill reduced by 36 % in the two years after the ban. The ACT's research showed an initial</p>	<p>South Australia, Plastic, 1.1.2009: https://www.legislation.sa.gov.au/LZ/C/A/PLASTIC%20SHOPPING%20BAGS%20(WASTE%20AVOIDANCE)%20ACT%20008/CURRENT/2008.45.AUTH.PDF; Tasmania, Plastic Shopping Bags Ban Act 2013 (Parliament of Tasmania):</p>

			<p>ACT banned bags in 2011 with plastic barrier bags for fruit and vegetables exempt;</p> <p>South Australia was the first state or territory in Australia to ban plastic bags (2009), with retailers facing fines of up to \$5,000 for distributing banned bags and retailer suppliers fined up to \$20,000. The ban does not extend to heavier plastic bags or fruit and vegetable bags;</p> <p>Victoria ban is TBA.</p>	<p>rise in bin liner sales after the ban, before reportedly returning to pre-ban levels at the time of the review in 2014. The review argues the increased level of boutique bags sold and low numbers of retained in the home suggest they could be used as bin liners.</p> <p>2015-16 National Litter Index found that plastic bag litter "fell significantly and almost immediately after the [ban] came into effect."</p>	<p>https://www.legislation.tas.gov.au/view/whole/html/inforce/2013-11-01/act-2013-014; Australian Capital Territory, Plastic Shopping Bags Ban Act 2010, A2010-49 R3 (Parliament of Australian Capital Territory): http://www.legislation.act.gov.au/a/2010-49/current/pdf/2010-49.pdf;</p> <p>https://www.environment.act.gov.au/_data/assets/pdf_file/0017/602018/20140407-ESDD_BagBan_Report_2014_Final.pdf</p>
Africa	Kenya	Bag Ban (2017)	Anyone found using, producing, or selling a plastic bag faces up to four years in jail, or a \$38,000 fine.	The ban is new and still in the process of implementation so not possible to determine efficacy.	https://www.theguardian.com/world/2018/apr/25/nairobi-clean-up-highs-lows-kenyas-plastic-bag-ban

	Rwanda	Bag Ban (2008)	<p>Plastic bag ban. Traffickers caught carrying illegal plastic are liable to be fined, jailed or forced to make public confessions. Smugglers can receive up to six months in jail. The executives of companies that keep or make illegal plastic bags can be imprisoned for up to a year.</p>	<p>The bag ban has been strictly enforced due to challenges posed by smugglers and tourists entering the country. Illegal use of plastic bags can result in fines or jail time. Stores have been shut down and owners fined and been required to sign apology letters.</p> <p>Strict enforcement has had positive impacts on the environment, reducing flooding, harm to wildlife, and erosion.</p>	<p>https://www.nytimes.com/2017/10/28/world/africa/rwanda-plastic-bags-banned.html;</p> <p>https://www.surfrider.org/pages/plastic-bag-bans-fees;</p> <p>https://www.earthday.org/2018/04/20/lessons-from-the-countries-fighting-to-kick-the-plastic-bag-addiction/</p>
--	--------	----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	Morocco	Bag Ban (2016)	After a partial ban in 2009, Morocco's lawfully banning plastic bags came into effect in July 2016. This law does not only cover the distribution of plastic bags, but also the import and production of them. There are fines ranging from \$20,000 to more than \$100,000 USD placed on manufacturers and distributors who break the law.	"As the second largest consuming country of plastic bags, it's no surprise that adhering to the ambitious law has taken time. The government is responding to the challenges the plastic bag ban poses by ensuring that plastic bag alternatives are easily accessible."	https://www.earthday.org/2018/04/20/lessons-from-the-countries-fighting-to-kick-the-plastic-bag-addiction/
	Morocco	Bag Ban (2016)	After a partial ban in 2009, Morocco's lawfully banning plastic bags came into effect in July 2016. This law does not only cover the distribution of plastic bags, but also the import and production of them. There are fines ranging from \$20,000 to more than \$100,000 USD placed on manufacturers and distributors who break the law.	"As the second largest consuming country of plastic bags, it's no surprise that adhering to the ambitious law has taken time. The government is responding to the challenges the plastic bag ban poses by ensuring that plastic bag alternatives are easily accessible."	https://www.earthday.org/2018/04/20/lessons-from-the-countries-fighting-to-kick-the-plastic-bag-addiction/

BYLAW 1913-18

A BYLAW IN THE CITY OF WETASKIWIN, IN THE PROVINCE OF ALBERTA, BEING A BYLAW PROHIBITING THE DISTRIBUTION OF PLASTIC CHECKOUT BAGS FOR THE PURPOSE OF REDUCING THE PRESENCE OF PLASTIC BAGS IN THE COMMUNITY.

WHEREAS the City of Wetaskiwin recognizes the detrimental effects of plastic bags on the environment and on the aesthetics of the community;

WHEREAS the City of Wetaskiwin wishes to reduce the presence of plastic bags entering the waste stream and the environment;

WHEREAS pursuant to Section 3 of the *Municipal Government Act* a purpose of a municipality is to foster the well-being of the environment;

WHEREAS pursuant to Section 7 of the *Municipal Government Act* a Council may pass bylaws for municipal purposes respecting businesses, business activities and persons engaged in business and the enforcement of bylaws;

NOW THEREFORE the City of Wetaskiwin duly enacts:

1. Title: This bylaw may be referred to as the "Plastic Checkout Bag Bylaw".
2. Definitions:
 - a. Peace Officer: means a community peace officer employed by the City of Wetaskiwin authorized to enforce this bylaw;
 - b. Checkout Bag: means a single-use bag provided to a customer to hold their purchases from Retail Establishment, and includes plastic , biodegradable plastic bags, and paper bags;
 - c. Reusable Container: means any bag, box, or other container specifically designed and manufactured to hold at least 20 lbs (9.07kg) of weight without failure or sign of eminent failure, is resistant to cuts and tears and is made of:
 - i. Cloth or other machine washable fabric;
 - ii. Durable plastic at least 2 mils (0.5 millimeters) thick; and or
 - iii. Any other durable material suitable for multiple uses; and
 - iv. Cardboard boxes that have been previously used made of pressed paper pulp or pasted sheets of paper.
 - d. Retail Establishment: means any location where goods are offered for sale;
 - e. Violation Tag: means a tag or similar document issued by the City pursuant to the *Municipal Government Act*.

- f. Violation Ticket: means a notice issued under Part two (2) or Part three (3) of the *Provincial Offences Procedure Act* as amended, replaced or repealed.
 - g. City Manager: means the person appointed by Council to be the Chief Administrative Officer of the City in accordance with Council Bylaw;
- 3. Purpose:
 - a. To prohibit the distribution or sale of single-use plastic and biodegradable plastic (polyethylene) checkout bags less than 2 mils (0.5 millimeters) thick.
 - b. To reduce the use of single-use paper checkout bags.
- 4. Exemptions:
 - a. Single-use plastic bags used for:
 - i. carrying fruits or vegetables;
 - ii. containing fresh meat or fish products;
 - iii. containing bulk food items or bulk hardware items;
 - iv. freshly prepared bakery items or other food items;
 - v. wrapping flowers or potted plants;
 - vi. clothes immediately following professional laundering or dry-cleaning;
 - vii. dirty, greasy, or hazardous products or materials.
 - b. Single-use plastic bags distributed by a non-profit, being a food bank, a homeless shelter or an animal shelter, in its normal course of business.
 - c. Single-use paper bags used to contain food from a Retail Establishment that is a:
 - i. Food service, drive-in or drive-through;
 - ii. Restaurant;
 - iii. Mobile Catering;
 - iv. Take-Out Restaurant.
 - d. The sale of multiple, prepackaged single-use plastic bags.
- 5. Permitted Activities:
 - a. A Retail Establishment may provide a paper checkout bag to a customer at the customer's request.
- 6. Prohibited Activities:
 - a. A Retail Establishment shall not:
 - i. Provide, distribute, sell, or use plastic or biodegradable plastic Checkout Bags;
 - ii. Provide a paper bag without first being asked by the customer for the bag;
 - iii. Restrict or deny the use of any reusable container by a person.
- 7. Inspection on Demand:
 - a. A Peace Officer may enter any Retail Establishment and may make such examinations, investigations and inquiries as required to determine compliance with this bylaw.

8. Offences:

- a. Except as otherwise provided herein, any Retail Establishment who contravenes any provision of this Bylaw is guilty of an offence, and shall be liable, upon summary conviction, to the fine as set out in Schedule "A" of this Bylaw.
- b. Each instance that a contravention of a provision of this Bylaw occurs and each day that a contravention continues shall constitute a separate offence.
- c. A Peace Officer is hereby authorized and empowered to issue a Violation Tag to any Retail Establishment, whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- d. A Violation Tag may be issued to such Retail Establishment:
 - i. in person;
 - ii. by registered mail sent to the postal address of the Retail Establishment, as shown on the Tax Assessment Roll or on the Certificate of Title for the property; or
 - iii. by leaving it with a person apparently over eighteen (18) years of age at the place of business of the Retail Establishment to whom the Violation Tag is addressed.
- e. Any Violation Tag shall conform to a format approved by the City Manager and shall include all required content.
- f. Subject to the provisions of section 8c. and 8d., upon issuance and service of a Violation Tag under section 8a. the amount the City will accept for the alleged offences shall be the amount of the specified penalty, and upon payment to a Retail Establishment authorized by the City Manager to receive such payment there shall be issued an official receipt therefor and such payment shall be accepted in lieu of prosecution for the alleged offence.
- g. In the event that a Violation Tag has been issued and the penalty specified on the Violation Tag has not been paid within the prescribed time, a Peace Officer may issue a Violation Ticket to the Retail Establishment to whom the Violation Tag was issued.
- h. A Violation Ticket issued with respect to a violation of this Bylaw shall be served upon the Retail Establishment responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.
- i. The Retail Establishment to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided within Schedule "A" of this Bylaw.
- j. When Court records the receipt of a voluntary payment pursuant to *Provincial Offences Procedure Act*, the act of recording the receipt of that payment constitutes acceptance of the guilty plea and also constitutes the conviction and the imposition of a fine in the amount of the specified penalty.
- k. Subject to section 8f., where payment is tendered within seven (7) days from the date of service of a Violation Tag issued and served under section 8d. for and alleged offence

listed in Schedule "A", to a Retail Establishment authorized by the City Manager to received such payment set out in section 8f. shall be reduced by 50% of the specified penalty and such payment shall be accepted in lieu of prosecution.

9. Transition:

a. Section 5a. is replaced with:

- i. A Retail Establishment may provide a paper checkout bag to a customer at the customer's request, for a minimum fee of \$0.15 per paper checkout bag.

10. Date of Effect:

- a. This bylaw shall come into full force nine months from the date of passing, except for Section 3b. and Section 9, which shall come into force on June 1, 2020.

READ a first time in Council this 24 day of September, 2018.

READ a second time in Council this 9 day of October, 2018.

READ a third time in Council this 9 day of October, 2018

ORIGINAL SIGNED

Mayor

ORIGINAL SIGNED

City Manager

"SCHEDULE A"

	Set fine	If paid within 7 days:
First Offence	Verbal Warning	-
Second Offence	\$250.00	\$125.00
Third Offence	\$500.00	\$250.00
Subsequent Offences	\$1,000.00	\$500.00

May 2019

Edmonton

Table of Contents

BACKGROUND	1
+ General Comments	3
WHAT WE DID	5
+ Changes from Phase 1	6
+ Who participated?	7
+ How did we communicate?	8
WHAT WE HEARD	17
+ Common Themes with Phase 1	17
+ Top Ten Emerging Trends and Themes from all Sectors	21
+ Insights from Each Sector	24
+ Single Unit Residential	24
+ Multi-Unit Stakeholders	28
+ Non-Residential (ICI) Stakeholders	30
NEXT STEPS	39
+ How Input from Phase 1 and 2 Is Being Used to Inform Decisions	39
APPENDICES	40
+ Appendix A —Survey Report (Leger)	A.1
+ Appendix B —Single-Use Plastics Summary	B.1

Background

In 2018, Edmonton City Council, in the journey towards reaching a goal of 90 per cent diversion of waste from landfill, directed the Waste Services Branch to engage stakeholders and the public on potential changes and updates to waste programs and services. This input will inform and refine the strategic direction outlined in Administration reports in March 2018 and August 2018.

In March, 2018, Council approved a direction towards the implementation of a Source Separated Organics Program, and in August 2019, Council approved the outline of a broader 25-year strategic review that encompasses:

- + A move towards source separated organics (such as food scraps and yard waste)
- + Development of a new organics processing program
- + Consideration of the City's broader waste reduction goals, including consideration of:
 - + Acceptance of a zero waste framework overall
 - + Potential restrictions on single-use plastic items
 - + New programming to support reduction of food waste and textiles
 - + Other potential waste reduction programming
- + Diversion targets for the single-unit, multi-unit and non-residential (non-regulated) sectors
- + A revision of the City's current programming within the non-residential markets.

The two-phase public engagement process sought to gather input from four sectors:

- + Residents
- + Multi-unit stakeholders
- + Non-residential or ICI (Industrial, Commercial and Institutional) stakeholders
- + Internal City of Edmonton stakeholders

The Waste Services Branch contracted Stantec Consulting to develop and deliver a comprehensive public engagement process and activities. Phase 1 engagement took place from October to November, 2018 and the City heard from nearly 20,000 residents, businesses and institutions through public drop-in sessions, facilitated meetings and surveys. Proposed changes to waste set outs, collection frequency, and separation of food scraps, yard waste and recycling were discussed with residents while challenges with trying to sort and divert more waste were the focus of discussions with businesses and industry.

On the residential side, Phase 1 input demonstrated some key insights and directions for development of the strategy. For example:

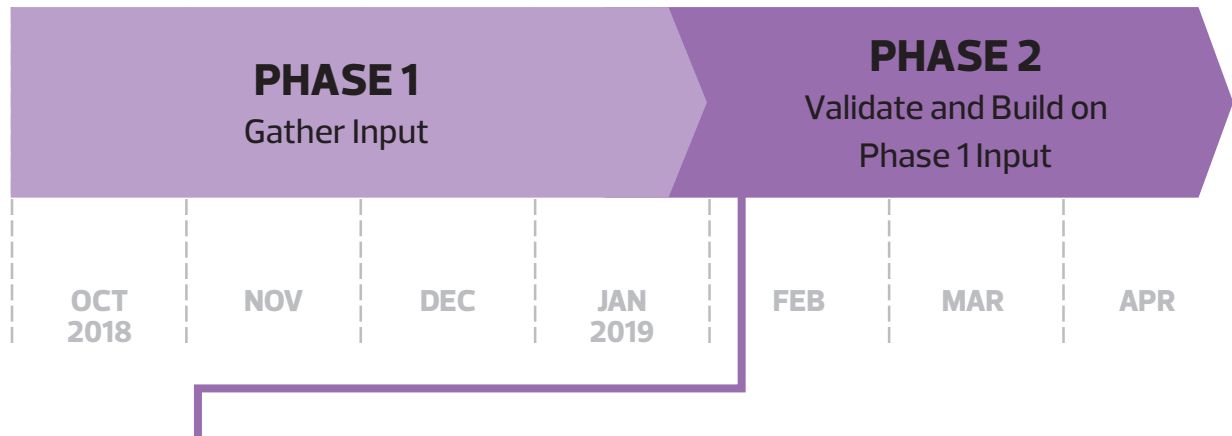
- + Respondents indicated that they are generally interested in a cart system and are willing to sort their food scraps;
- + People indicated general support for restricting single-use plastic items;
- + Large and small businesses said they want to divert more but also want a simple system for sorting and separating their waste;
- + The need for more education and more consistency in how to properly sort waste was often raised as a requirement for success across the city and the region. Proper sorting would reduce contamination so that recyclable materials have a greater value, which would help the City divert more waste from landfill;
- + Some of the challenges included a lack of clarity about the role of the City in managing waste in the non-residential sector, the need for education and awareness, and concerns with costs, space and infrastructure. Businesses talked about fees and lineups associated with drop-off locations.

Phase 2 engagement provided the opportunity for the City to "*keep talking about the future of waste*" with residents and stakeholders, to validate what was heard in Phase 1 and to delve into more detail with some of the proposed changes. In particular, residents were presented with proposed options of what future changes to curbside collection and restrictions on single-use plastics could look like for Edmonton.

Public drop-in sessions provided the opportunity to have conversations with participants and record comments, while subject matter experts were available to answer questions. Facilitated conversations and surveys were used to measure reactions to comments, plans, and ideas, as well as to reach out to voices that had not participated in Phase 1.

In all discussions, note takers and facilitators recorded comments and questions.

A two-phase public engagement process was proposed. This document describes the engagement in Phase 2.



PHASE 2 ENGAGEMENT TOPICS

Input was gathered on the following topics:

- + Changes and options for curbside waste collection, including sizes of garbage carts and options for setting out recyclables
- + Changes to seasonal grass, leaf and yard waste collection
- + Single-use plastics
- + Zero Waste goal for Edmonton
- + Community drop-off locations
- + Education opportunities
- + Extended Producer Responsibility
- + Role of the City and setting waste diversion targets (non-residential sector topic)

GENERAL COMMENTS

In general, residents and businesses are interested in finding ways to be more environmentally sustainable. Many residents want the City to introduce green carts for separation of food scraps faster than currently planned.

In many of the conversations, people discussed the history of waste in Edmonton with a sense of pride regarding the City's method of handling waste. They believed the City had world-class processing technology to divert waste from landfill and reduce their need to sort it themselves. There was a belief that the City was less dependent on landfill use than other jurisdictions because of the technology it employed. Edmontonians expressed dismay over the current situation and want the City to reclaim its role as a leader in waste management.

The Waste Services Branch is committed to reporting the results from the public engagement process. While this report does not itself contain recommendations, the results are being used to shape and inform recommendations for proposed changes that are being brought forward. The following is a summary of what we did and what we heard during Phase 2 public engagement.

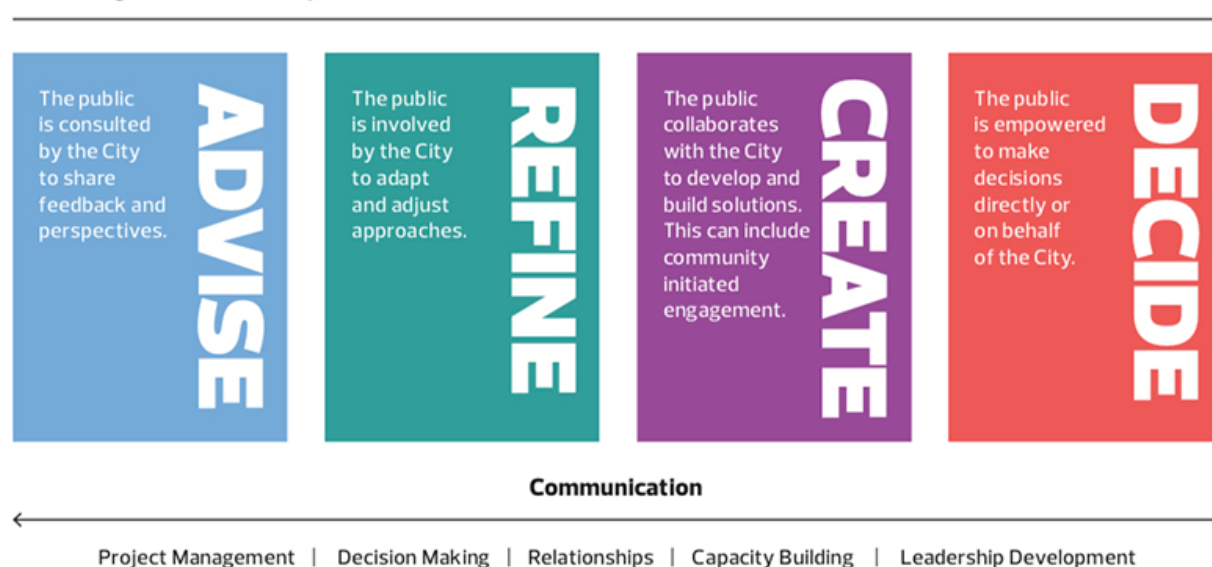
WHAT WE DID

What We Did

Phase 2 public engagement for residents, multi-unit stakeholders, and employees was in the Refine spectrum of engagement. For non-residential stakeholders, engagement was in the Create spectrum.

The City of Edmonton's Public Engagement Spectrum.

Increasing influence of the public



Recognizing that not all stakeholders and the public can be engaged in the same way, different methods and timeframes were used to capture as many thoughts and perspectives as possible from residents and stakeholders. These included:

- + Public drop-in sessions
- + Surveys (see Appendix A for summary results)
- + Scheduled stakeholder workshops
- + Facilitated meetings and discussions
- + Phone interviews with multi-unit stakeholders and businesses
- + Site visits to multi-unit properties
- + Intercept polls in public locations, including farmers markets and events
- + Displays and presentations
- + Focus groups with ICI stakeholders and multi-unit residents
- + Social media comments

Changes from Phase 1

Some changes were incorporated into Phase 2 engagement based on feedback and observations from Phase 1, including:

- + Making the surveys shorter and more manageable in a single sitting;
- + Changing locations of some public drop-in sessions to improve flow of foot traffic;
- + Including more information for multi-unit resident, multi-unit stakeholders and non-residential stakeholders at the public drop-in sessions;
- + Adding more questions for public input on the storyboards at public drop-in sessions to gather information on a variety of topics;
- + Working with City inspectors and networks to increase participation of multi-unit stakeholders such as property managers; and
- + Multi-unit stakeholders were engaged through phone interviews, site visits, and stakeholder workshops, in lieu of an online survey.



City of Edmonton Tower April 8, 2019

Who participated?

The stakeholder list from Phase 1 was refined to add voices to the conversation. The stakeholder list included the general public and specifically targeted segmented participants from the following categories:

RESIDENTS

- + Single-unit and multi-unit residents
- + Seniors
- + Newcomers
- + Persons with disabilities and mobility challenges
- + Post-secondary students
- + Edmonton Insight Community

MULTI-UNIT STAKEHOLDERS

- + Property owners, managers, and management companies
- + Site and building managers
- + Condo boards and tenant associations

CITY OF EDMONTON STAKEHOLDERS

- + City of Edmonton employees
- + City of Edmonton Waste Services employees

NON-RESIDENTIAL STAKEHOLDERS (INDUSTRY, COMMERCIAL AND INSTITUTIONS)

- + Post-secondary institutional facilities and operations
- + Festivals and events
- + Commercial businesses and associations, including:
 - + Retailers
 - + Restaurants
 - + Food Distribution
 - + Large corporations
 - + Small businesses, including home-based businesses
- + Not-for-profit organizations
- + Industrial companies and organizations
- + Waste haulers
- + Large public venues

How did we communicate?



DIGITAL

1,425,400
website users (entire site)

41,318
Future of Waste site users



Facebook

590
Comments

178,143
Impressions

126,694
People reached



124.8K
Impressions

Google
Display Network

20.6K
Ad clicks

5.5M
Impressions



Facebook
Advertising

38.6K
Ad clicks

8.0M
Impressions

1.0M
People reached

3.9K
Reactions

660
Shares

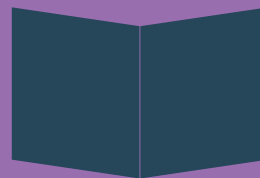


RADIO ADS

6.9M
People reached
(Adults 18+)

57%
of Edmontonians
18+ heard the ad

9.5
Average number
of times audience
heard the ad

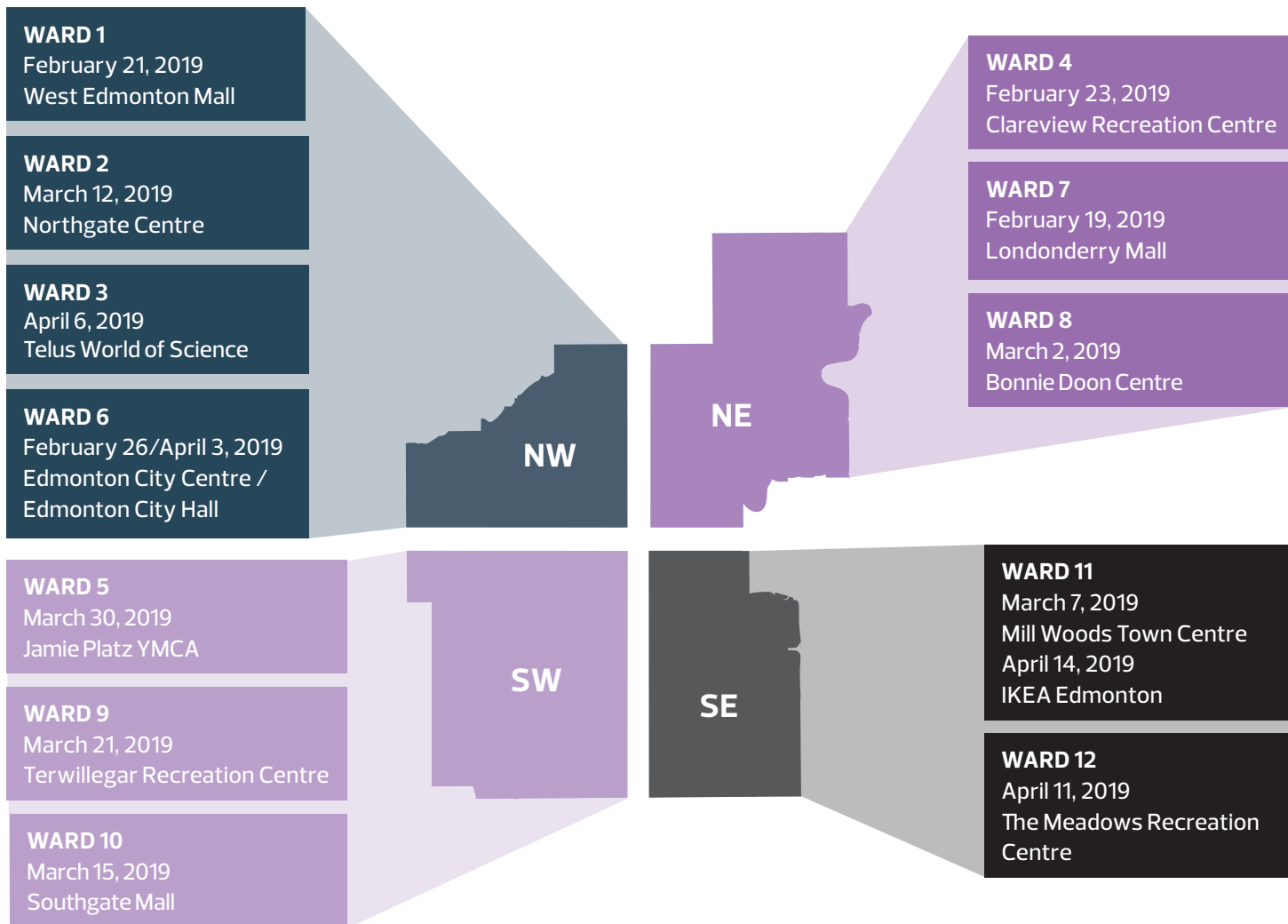


PRINT ADS

3.7M
Estimated
impressions
(Adults 18+)

PUBLIC DROP-IN SESSIONS

A total of 14 public drop-in sessions were held at convenient locations across the city between February 19 and April 14, 2019 with at least one session in each ward:



The goal of these drop-in sessions was to make it easier for the public to participate. During Phase 1 engagement, it was determined that drop-in sessions at high traffic areas such as recreation centres and malls were well attended, therefore many of these locations were used again in Phase 2. A mixture of evening, lunch time, and Saturday sessions were chosen in order to capture different audiences. Over 1,100 people in total attended the public drop-in sessions.

The final drop-in session at IKEA was the result of a collaboration with the City of Edmonton's Corporate Climate Leaders Program. Its members, including IKEA, are Edmonton businesses that have made a commitment to take action on climate change. Through this program, IKEA expressed interest in hosting a drop-in session as part of the kickoff for their in-store sustainability event.

At each public drop-in session, people were greeted by City of Edmonton staff, asked to sign in, and provided a briefing to help them navigate the information. A map of the City allowed participants to mark where they lived. Once greeted, people were either accompanied by a facilitator on a storyboard journey or left to read the storyboards on their own. In either case, a note taker captured their comments. Based on feedback from participants during Phase 1, drop-in sessions contained more information and input-gathering opportunities for single-unit residents, multi-unit residents and stakeholders, and non-residential stakeholders.

The public drop-in sessions included displays and storyboards, providing information on:

- + A timeline for the engagement process of the project
- + The importance of properly sorting waste
- + Changes to waste set outs and collection
- + Waste drop-off locations
- + Zero waste goal and hierarchy
- + Single-use plastics
- + Edmonton Cart Rollout
- + Monthly utility rates
- + Topics for multi-unit and non-residential stakeholder input

In addition to recording comments, facilitators encouraged people to vote on a variety of options, and to provide their comments, thoughts and ideas on sticky note areas of the boards.

Participants could vote and provide comments on the following proposed changes:

- + Ideas for a potential Zero Waste goal in Edmonton
- + Single-use plastics, such as categories of materials that could conceivably be restricted, and how the City should manage them
- + How to make drop-off locations easier to use and access
- + Proposed changes for seasonal grass, leaf and yard waste collection
- + Preference for blue bags or blue carts for recycling
- + Preferred cart size option for garbage set-out (120L or 240L black cart) for single-unit residents
- + Optionality on waste utility rates

While the drop-in sessions primarily attracted those living in single-unit homes, people living in apartments and condominiums also participated; some invited the City to view their waste collection process for input.

Multi-unit and non-residential stakeholders at public sessions were invited to participate in phone interviews and stakeholder workshops. A voicemail was set up specifically for these stakeholders to leave messages if interested in additional participation.

A station demonstrating proper waste sorting was set up to help educate participants about proposed changes to sorting of food scraps, recyclable materials and garbage. Actual carts were on display so people could see their size and interact with them (120L green, 120L black, 240L black, 240L blue).

City of Edmonton staff, subject matter experts (SMEs), and facilitators were available to record comments and answer questions. A comment box was provided to allow the public to leave any questions or comments that were not answered at the drop-in session. These questions were later answered by City of Edmonton staff.



IKEA Edmonton April 14, 2019

SURVEYS

Seven surveys were created and conducted on the City's website, through the City's Edmonton Insight Community, at public drop-in sessions, at events, and over the telephone.

RESIDENT SURVEYS:

Edmonton Panel

1,000 surveys

were conducted with Edmonton residents using a random sample of Leger's LegerWeb panel between February 11 and 23, 2019.

Data were weighted by age, gender, and region for Edmonton, according to Statistics Canada proportions.

Open Link (Other Public)

6,689 surveys

were conducted through an online open link between February 10 and April 15, 2019. Only complete responses were included in reporting. Data are unweighted.

A separate multi-unit stakeholder online survey was not conducted, due to low response rates in Phase 1. These stakeholders were engaged through phone interviews, site visits, and stakeholder workshops.

Drop-in Sessions (Informed Public)

66 surveys

were conducted through an online open link between February 10 and April 15, 2019. These respondents completed the survey during one of the various public drop-in sessions. Complete and incomplete responses are included in reporting. Data are unweighted.

Edmonton Insight Community Panel

2,096 surveys

were conducted through the City's Edmonton Insight Community panel between February 28 and March 19, 2019. Data are unweighted.

Intercept Polls (Community Outreach)

49 polls

were conducted with individuals by City staff between February 10 and April 15, 2019.

NON-RESIDENTIAL SURVEYS:

Edmonton Insight Business Panel

179 surveys

were conducted through the City's Edmonton Insight Community business panel between March 29 and April 9, 2019. Only complete responses are included in reporting. Data are unweighted.

Phone Survey

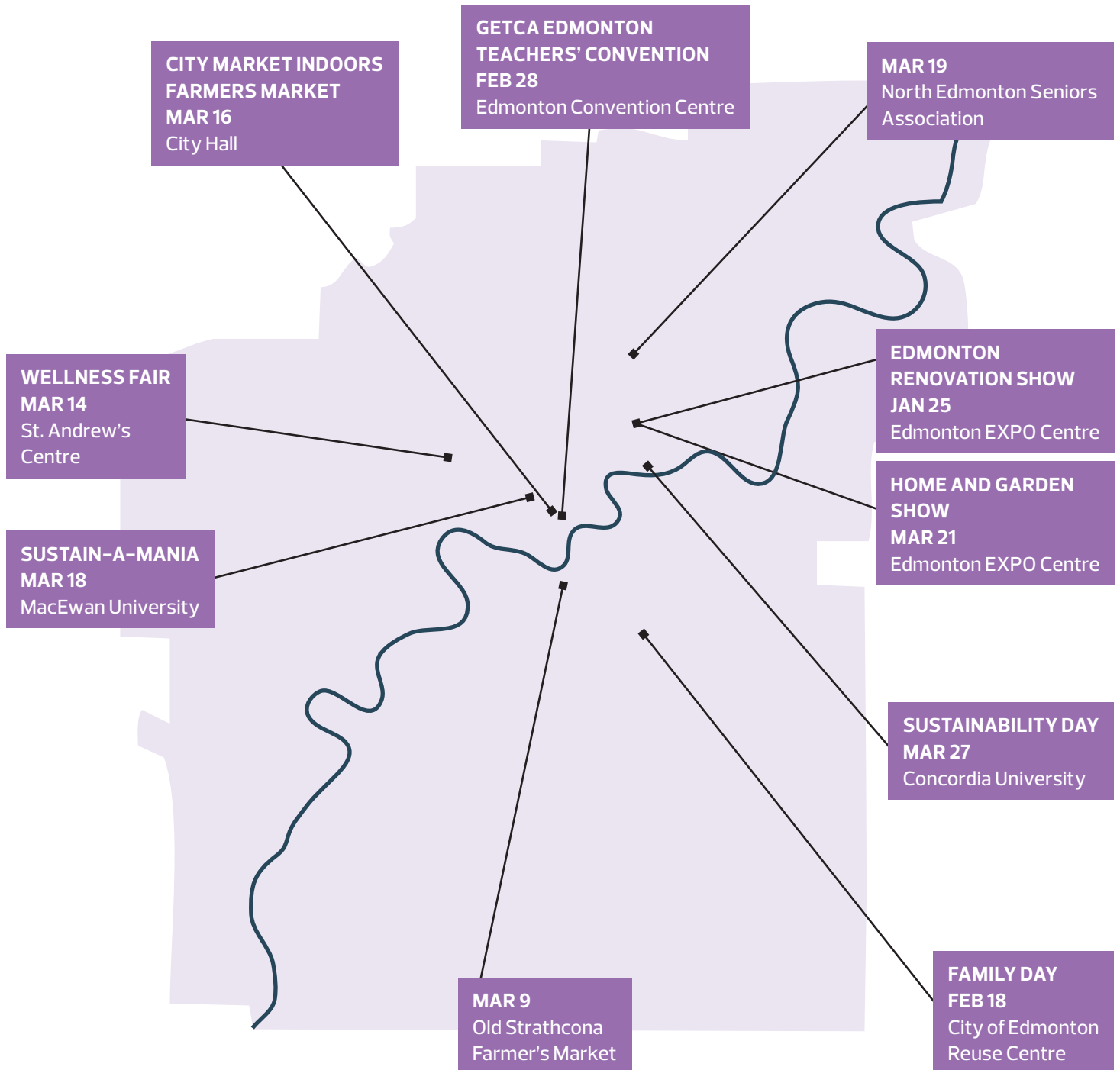
501 telephone interviews

were conducted by Leger interviewers between March 8 and April 5, 2019. Data are unweighted.

A summary analysis of findings for residential and non-residential surveys can be found in Appendix A.

POP-UP EVENTS AND EVENT DISPLAYS

In an effort to reach as many Edmontonians as possible, Waste Services staff went to locations and events to speak to residents and passersby. At these events, staff provided information about public engagement opportunities, and some of the proposed changes. People were also invited to fill out intercept polls. The locations included:



FACILITATED CONVERSATIONS

MULTI-UNIT STAKEHOLDERS

Condo boards, property and site managers, management companies, and developers were engaged in Phase 2 through workshops, meetings, telephone interviews, phone surveys, focus groups, site visits, and the public drop-in sessions. Multi-unit residents were also recruited to attend the focus groups. These conversations were intended to better understand constraints and opportunities for recycling, sorting of food scraps, and changes to the collection of grass, leaf and yard waste. Non-market housing property managers and developers were included in these conversations and site visits.

SITE VISITS

Approximately 25 multi-unit sites reflecting a variety of building and development styles (rental, condos, walk-ups, town houses, non-market, and high rise properties) across the city were visited by engagement consultants and inspectors. The sites are managed by different property managers, and have different waste set out configurations, including curbside and alley collection, bin collection including indoor vs. outdoor garbage bins, garbage chutes, recycling bins, garbage storage sheds, large roll-off bins, and garbage piles.

NON-RESIDENTIAL (ICI) STAKEHOLDERS

Businesses, associations, restaurants, grocery vendors, retail stores, industry, and not-for-profit organizations were engaged through workshops, meetings, presentations, employee engagement, online surveys, focus groups, and telephone interviews.

Members of the City's Corporate Climate Leaders Program reached out to participate in conversations about single-use plastics, diversion rates, and additional sorting of food scraps, which resulted in one presentation and the public drop-in session at IKEA. They were interested in having their employees participate in the conversation and as a result, one lunch and learn was conducted and two organizations took copies of the storyboards from the public drop-in sessions to gather employee comments.

Workshops, in-person meetings, and telephone conversations with ICI stakeholders focused on constraints and opportunities for additional diversion, sorting of food scraps in offices and single-use plastics.

Sessions were specifically held with lawn and yard care companies to discuss proposed changes to grass, leaf and yard waste, and with producers of single-use plastics to discuss waste management associated with these products.

Three meetings with not-for-profit organizations were held to better understand their interest and their potential role in reducing waste and sorting of food scraps, and to hear their thoughts on how the City should approach single-use plastics.

CITY OF EDMONTON EMPLOYEES

Two drop-in sessions were held on April 8 and April 17 for City of Edmonton employees at Edmonton Tower and City Hall. The purpose of these sessions was to gather input from employees as residents, and also collect insights on how potential changes to waste services would affect employees' work areas across the corporation. The storyboards and waste sorting demonstration were similar to the public drop-in sessions with some additional questions for employees.

CITY OF EDMONTON WASTE SERVICES EMPLOYEES

Waste Services employees were encouraged to complete either an online or paper survey, to share their perspectives on the proposed changes and how some of these might impact their operations. A total of 235 employees across the Branch from operational, technical, and administrative areas completed the survey.

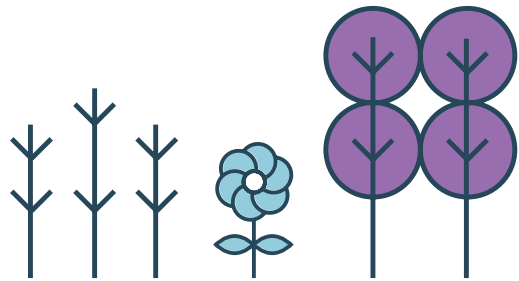


WHAT WE HEARD

WHAT WE HEARD

Common Themes with Phase 1

Conversations in Phase 2 allowed for a deeper dive into some of the topics discussed in Phase 1.



GRASS, LEAF AND YARD WASTE

COLLECTION SCHEDULE

In Phase 1, people were concerned about limiting scheduled yard waste pickups to one in the spring and one in the fall. Although people were pleased that the City was listening in Phase 1 and increased the proposed pickups to twice in the spring and twice in the fall, many (over 40 per cent in the survey) felt that this was still insufficient for the same reasons as discussed in Phase 1:

- + Mature neighbourhoods have many leaves that often take more than one cleanup to complete;
- + Weeds, dead flowers, and grass clippings are collected all summer and small green carts would not be large enough to accommodate this yard waste; and,
- + Storing grass, leaf and yard waste between pickups would generate significant odours and attract rodents. Fire hazards were also a concern. These comments were raised by residents as well as lawn care companies.

PAPER YARD WASTE BAGS

Yard care companies and residents were concerned that the paper bags would not be strong enough to replace plastic bags, especially if they got wet. They would also be difficult to stack and tie. The cost of the paper bags, which are seen as significantly more expensive than plastic bags, was another concern raised. A question was raised if burlap sacks could be used instead of paper.

What concerns do you have with using paper yard waste bags?

Bags could get soggy when wet

69%* **72%**** **78%*****

Break or tear easily

59%* **57%**** **59%*****

Cost of bags

51%* **49%**** **46%*****

Survey results. See Appendix A for more details.

* Edmonton Panel

** Open Link Respondents

*** Insight Community Panel

YARD CARE COMPANIES

Many yard care companies typically leave grass, leaf and yard waste with the owners of the properties they service. These companies raised concerns that hauling grass and yard waste to Eco Stations would be costly given tipping costs, time spent making extra trips and waiting in line. They were also concerned about:

Many suggested additional tipping sites, an “express lane” for lawn maintenance companies, elimination of fees, and extended hours would mitigate some of their concerns.

- + Capacity of equipment such as trucks and trailers to haul yard waste along with equipment;
- + Passing on fees for these additional services onto customers, and how this would affect customer demand for service; and,
- + Reduced capacity to complete yard maintenance, due to extra hauling and tipping time needed.

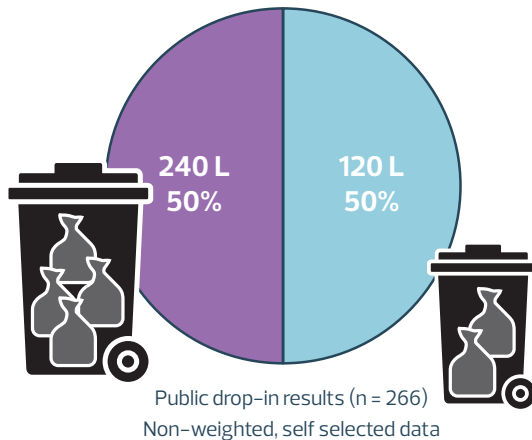


MOVING TO A CART-BASED SYSTEM

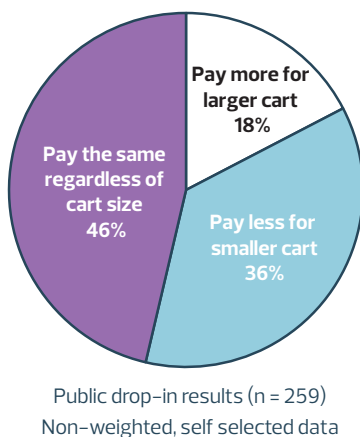
Proposed carts for garbage and food scraps continued to be generally liked by participants in Phase 2. In Phase 1, there was no clear preference for cart size, which was also the case in Phase 2. We heard that a “one size fits all” approach will not work given the different number of people that live in residences, and that residents should have the option to choose their cart size.

Most participants at drop-in sessions preferred having a blue cart over blue bags. Some saw the blue bag as a single-use plastic item that should not be encouraged, and others didn't like having to pay for blue bags.

If households were given the option to choose between 2 different sizes of black garbage carts, which would you prefer?

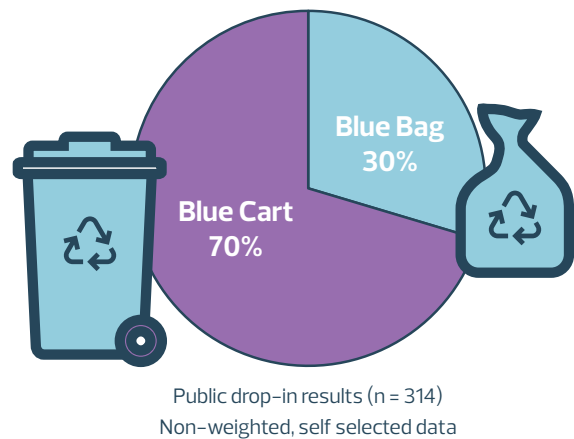


If 2 different sizes of black garbage carts are offered to households, the City may consider a difference in monthly rates, based on cart size. Which pricing structure would you prefer?



GENERAL COMMENTS ABOUT CARTS AND THEIR SIZE:

- + The 120L black cart was preferred by seniors, small families, and those who diligently sort their waste. Many thought providing this size would encourage people to carefully sort their waste. Others were concerned that providing the smaller size would result in garbage being illegally dumped, left in others' carts, or left beside the cart and not collected.
- + The 240L black cart was preferred by large families. Some large families, especially those with children in diapers, thought that a 240L black cart that was only picked up every two weeks would not be big enough, and wanted the option to have a second cart. Participants with families also felt that they shouldn't be penalized for having a family, and shouldn't have to pay extra for the larger cart.
- + There were concerns about not having sufficient space to store the carts, especially those with front street pickup who did not want to store carts in front of the house.
- + The proposed 120L green cart was seen as too big if only used for food scraps and too small for topping up with grass, leaf and yard waste.



55%* 67% 60%*****

Would prefer to switch to a 240L blue cart for collecting recyclables in the future.

Survey results. See Appendix A for more details.

* Edmonton Panel

**Open Link Respondents

***Insight Community Panel

ADDITIONAL WASTE SORTING

Those who participated in discussions were generally supportive of additional waste sorting and recognize that other jurisdictions have incorporated separate food scraps and yard waste collection into their waste management practices for several years. Many wanted to participate in the rollout and asked when these changes would be introduced city-wide.

- + Multi-unit residents suggested that carts or bins for food scraps, recyclables, and garbage be located beside each other to make it easier to sort, and encourage more participation. Some residents will not make an effort to walk to a second or third bin, and instead throw all waste in the closest bin.
- + The non-residential sector was supportive of additional sorting but acknowledged that there were often financial barriers to implementing these changes. Commercial haulers provide different services. Some may promise high levels of waste diversion through mechanical sorting technology while others will only recycle clean cardboard. Stakeholders questioned if the City could impose rules on the private sector for recycling and sorting.
- + Concerns about space restrictions and additional sorting were raised by all sectors in both Phase 1 and Phase 2.
- + Many single-unit residents wanted the green cart program to be introduced right away and were disappointed that they weren't chosen for the rollout.

In Phase 2, site visits to several multi-unit residential buildings identified that challenges with additional sorting can be broader than simply finding space for additional bins or carts. Although location and number of bins are determined by property managers, sorting of food scraps would require space for an additional cart(s), but these also need to be in an appropriate location that can be accessed by a collection vehicle.

SINGLE-USE PLASTICS

Single-use plastics were discussed in further detail in Phase 2 with many people encouraging the City to restrict or eliminate their use. In both public drop-in sessions and facilitated conversations, participants were well aware of the waste associated with single-use plastics because of traditional media and social media reports. Many participants at public drop-in sessions typically favoured eliminating or restricting single-use plastic products, including Styrofoam, plastic straws, plastic bags, takeout containers and plastic utensils. Participants in facilitated conversations had the same concerns but highlighted different solutions, such as having the City work with other jurisdictions to collect, bale and sell single-use plastics to markets, introduce voluntary reduction programs, and work together on new technologies for recycling. Given the amount of information generated on single-use plastics, a separate summary of What We Heard on this topic can be found in Appendix B.

TOP TEN EMERGING TRENDS AND THEMES FROM ALL SECTORS

Despite the diversity of participants, common themes appeared in conversations with single-unit and multi-unit residents, multi-unit stakeholders, and ICI stakeholders. Zero Waste was a topic that required facilitation, as it tended to be unfamiliar to most participants. When the concept of Zero Waste was explained, people were supportive, but in some cases participants considered it to be a lofty goal.

Over half of survey respondents agree that given the proposed ideas to support waste reduction and reuse, they would support the Zero Waste goal.

54%* **59%**** **56%*****

Survey results. See Appendix A for more details.

* Edmonton Panel

** Open Link Respondents

*** Insight Community Panel

1. CONSISTENCY AND EDUCATION

- + Make people aware of what to recycle, and how to properly sort waste materials across the region. There is confusion over the items to put in the blue bag versus the garbage (e.g., plastic clamshell containers, aerosol containers). Increased education should lead to improved compliance.
- + Education needs to be multi-pronged to reflect that people learn in different ways. The City should use workshops, videos, infographics, and commercials to educate. Adding more curriculum content in schools will help educate children, who will take the information home and advise their parents of proper recycling and sorting practices. This could be done in collaboration with other jurisdictions in the region.
- + There needs to be a re-introduction of recycling education prior to the education of separating food scraps. This is especially important in the multi-unit residential sector.
- + Make people more aware of their role in Edmonton's waste system. Some people don't recycle because they believe the City sorts their waste for them and removes recyclable materials from the garbage.
- + There are differences in recycling and sorting practices across the region, which is confusing, and makes participation difficult.
- + If recycling and sorting rules were the same at home, work, school, leisure centres, parks, and festivals, participation would be easier to understand and take less effort. Ideally, sorting practices and containers would be the same at each location.
- + Participants were curious if the same rules could be applied across the region, the province, or the country. This was particularly true for chain restaurants who had multiple locations across the City, region, province and country.
- + Some industry participants recognized that consistency can be challenging because recyclable materials markets change and are difficult to predict. It was suggested that a regional approach of collaboration and cooperation may generate enough quantities of materials to help establish markets for recyclable materials.

2. MAKE IT EASY

Challenges to participation include time constraints, cold winters, bin configurations, changing rules, language barriers, different cultures and tenant turnover.

The City should assume that recycling and waste sorting may not be top priorities for most Edmontonians. Making changes that are as simple as possible will help ensure a greater likelihood of compliance and success.

3. JUST DO IT!

Many jurisdictions are currently separating food scraps and yard waste from the garbage and feel the City needs to simply start making changes. They don't feel that the proposed timelines for residents is fast enough. "If Fort McMurray can do it, Edmonton can do it!"

4. LEARN FROM OTHER JURISDICTIONS

Incorporate lessons learned from other jurisdictions that already have carts and food scraps separation programs in place.

As one of the last jurisdictions to introduce these types of changes, Edmonton has the benefit of avoiding the challenges faced by early adopters.

5. MAKE DROP-OFF OPTIONS MORE CONVENIENT AND ACCESSIBLE

Increase the number of drop-off locations across the city by either adding more Eco Stations or partnering with malls, stores, transit centres, community leagues, and churches.

Make drop-off hours more convenient by including Sundays and evenings. In the summer, Eco Stations should be open from 7 a.m. to 9 p.m.

Educate people about where and what to drop off.

Reducing or eliminating fees for dropping off items such as couches and mattresses would reduce illegal dumping.

Introduce Edmontonians to the "waste hierarchy triangle." Recycling is only one step in the process.

Encourage people to reduce and reuse.

Have additional Reuse Centres, including reuse facilities that the ICI sector, particularly retail, could utilize.

6. PACKAGING CHALLENGES AND EXTENDED PRODUCER RESPONSIBILITY

Packaging is a large challenge across all sectors. Many residents and businesses deal with unwanted packaging that they can't recycle or return to the seller.

Increased online shopping and participation in restaurant takeout delivery services have increased packaging waste without an environmentally friendly method to dispose of excess packaging.

Many recognize that this issue lies more with the provincial or federal government but encouraged the City to lobby in favour of such a program.

Others feel that it would be unfair to small 'mom and pop' shops to take on the extra expense that could come from an Extended Producer Responsibility initiative.

7. SINGLE-USE PLASTICS

Single-use plastics were mentioned in just about every conversation—particularly straws, shopping bags, coffee cups and Styrofoam. Everyone recognized the amount of waste created by single-use plastics, but conversations differed significantly on what to do next.

“Proceed with caution” was the advice from some facilitated conversations with ICI stakeholders. Although many encouraged or supported eliminating or restricting plastic straws, plastic shopping bags and Styrofoam, some voices recommended learning first how such a policy would affect the local economy, including jobs.

Additional results and key findings from the single-use plastics discussions are available in Appendix B.

8. ODOURS FROM FOOD SCRAPS CONTAINERS AND GREEN CARTS

Whether in the kitchen, a garbage room, or a place of business, people are concerned about the potential odours that could be generated from concentrating food scraps and yard waste in one kitchen pail or cart.

Residents consistently questioned why compostable bags could not be used in the green carts to reduce odour and keep the carts clean.

Residents suggested that the carts come with a hole in the bottom to facilitate washing/cleanliness.

9. ILLEGAL DUMPING

Residents were concerned that limits to the amount of garbage collected, or reduced collection schedules could lead to an increase in illegal dumping.

Some thought eliminating grass, leaf and yard waste collection over the summer could lead to dumping in the ravines, river valley, vacant lots and ditches.

Although fees for dropping off furniture and large items at Eco Stations may not seem like much, for many the expense is a deterrent to compliance and can lead to illegal dumping. Participants felt that they should not be charged money to help their City reach a Zero Waste target.

Multi-unit residential buildings currently spend thousands of dollars and many hours of staff time to regularly pick up illegally dumped furniture and dispose of it to avoid fines. They feel that they should not have to pay fees at City of Edmonton facilities to dispose of these items.

10. CITY'S ROLE REGARDING WASTE MANAGEMENT IN PRIVATE SECTOR

Multi-unit and ICI stakeholders thought that the City should set waste diversion and management standards, then let the market take the necessary measures to meet those standards.

Multi-unit residential property managers and owners want to be able to choose their hauler because they consider City rates excessive compared with the private companies. Comparisons with properties in other jurisdictions were made. Property managers want to be able to negotiate rates for waste services and select the company that provides the best service for the best price.

While the non-residential sector has the ability to choose their own hauler, most felt strongly that the City should not be competing with private companies.

INSIGHTS FROM EACH SECTOR

Many themes and topics were discussed across all sectors. This section contains summaries of key insights from each sector.

SINGLE UNIT RESIDENTIAL

Concerns with green carts

- + Most single-unit residents were surprised to learn that the City intends to prohibit the use of compostable bags in their green carts. They felt that the elimination of bags will increase odours and make cleaning difficult.
- + Seniors and those with limited mobility questioned their ability to tilt and sufficiently manoeuvre a green cart to properly clean it out.
- + Participants suggested that green carts should have a hole in the bottom to drain liquids. Others suggested that carts come with a lock to deter garbage scavenging and illegal dumping.

Make drop-off locations more convenient

- + Suggested locations included transit centres, buses, community leagues, and churches as drop-off locations for a variety of items, including batteries, light bulbs, and textiles. Another suggestion was that buses could have a container to collect batteries on board.
- + It was suggested that incentivizing people to drop off items with a punch card that could be redeemed for a free City recreation centre pass could increase compliance.
- + Fees for large items like couches and mattresses should be waived to reduce illegal dumping.
- + Many residents have difficulty hauling large items to an Eco Station or Big Bin Event because they don't have a vehicle or a truck. They hope that the City could expand the Assisted Waste program to include these people or allow residents to schedule large item pickups with the City.
- + Offer a one-stop location for dropping off recycling, stationery, Eco Station items, clothing, and donated household items, which would make it easier, rather than visiting several different drop-off locations.

What types of locations would be of most interest for a community drop-off area?

Grocery Stores

55%* **63%**** **57%*****

Shopping Malls and Retail Centres

51%* **54%**** **57%*****

Survey results. See Appendix A for more details.

* Edmonton Panel

** Open Link Respondents

*** Insight Community Panel

Grass, leaf and yard waste

- + Many residents suggested creating neighbourhood drop-off locations for yard waste in the summer. However, finding storage space until City pickup time could be problematic.
- + Concerns were expressed about the integrity and durability of the proposed paper yard waste bags if these are stored outside when it rains, as well as the higher cost of purchasing paper bags compared with plastic bags.

Education and consistency

- + Education will help ensure consistency and make it easier.
- + Residents are confused by differences in waste sorting stations and expectations at festivals, recreation centres, shopping malls, and offices across Edmonton and the region. Some places have recycling or compostables containers, while others do not. Some locations provide multiple sorting bins for items that residents mix together in their blue bags at home, or that they often throw in the garbage.
- + Suggestions include use of highly visual graphics and marketing to educate the public and children, who will reinforce messaging at home and result in improved compliance.
- + More consistency is needed across Edmonton and the region.

Education is identified as the main idea or suggestion on how to get people on board and ensure compliance.

58%* **68%**** **69%*****

Would like online courses and information (videos, documents) made available.

Survey results. See Appendix A for more details.

* Edmonton Panel

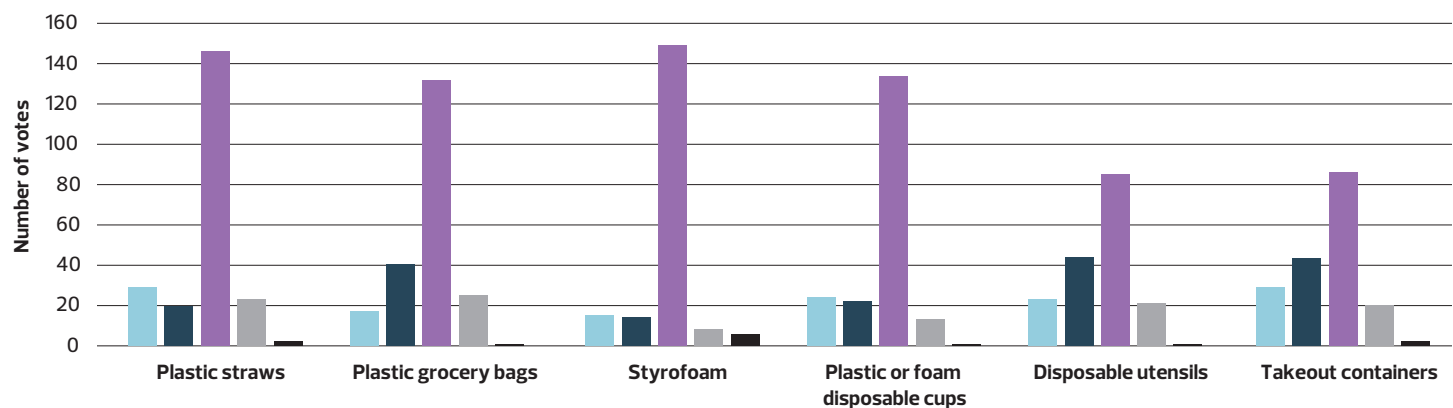
** Open Link Respondents

*** Insight Community Panel

Single-use plastics

- + There is significant support for eliminating single-use plastics among participants at the public drop-in sessions; it is not clear to what extent residents were influenced by others' votes at drop-in sessions.
- + Some residents want stronger incentives to reduce their consumption of single-use plastics and said a 5-cent fee at grocery stores was not a deterrent to use plastic bags. If a fee is charged for plastic bags and takeout containers, that fee should be applied to a sustainability fund rather than to the store's general revenue.
- + There was some support for the idea of the City working with smaller businesses to help eliminate single-use plastics.
- + Many stakeholders want the City to consider Extended Producer Responsibility programs and work to eliminate plastic packaging.

For these 6 different items, how would you prefer to see the City deal with them?



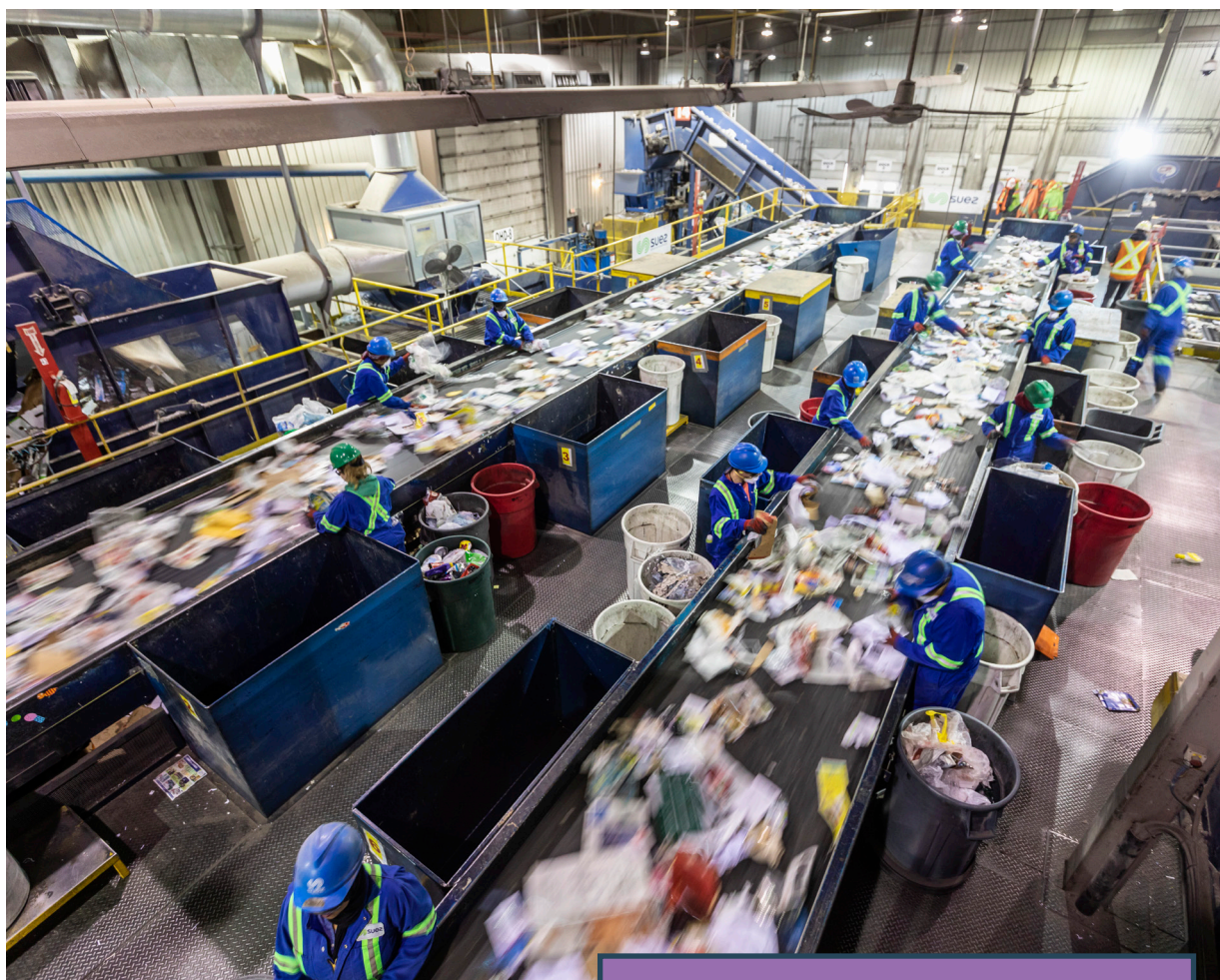
Public drop-in results (n = 1,175)
Non-weighted, self selected data

- Restrict their use, but no extra charge/fee
- Do not restrict their use, but do charge customers an extra charge/fee for use
- Eliminate their use
- No restriction (no extra charge/fee)
- Don't know

How should the City of Edmonton deal with single-use plastics?

Plastic straws	● * * * * *		
Plastic grocery bags	● * * * * *		
Styrofoam	● * * * * *		
Plastic or foam disposable cups	● * * * * *		
Disposable utensils	● * *	● * * * *	● * *
Takeout containers	● * * * * *	● * * * * *	● * *

Survey results. See Appendix A for more details.
* Edmonton Panel
**Open Link Respondents
***Insight Community Panel



47%* **48%**** **60%*****

Think that consumers should be charged at least \$0.01 per-use fee for disposable items.

Survey results. See Appendix A for more details.

* Edmonton Panel

** Open Link Respondents

*** Insight Community Panel

MULTI-UNIT STAKEHOLDERS

Education and access to services are critical

- + Not all multi-unit residents have access to on-site recycle bins. Those that do may not have them conveniently located, resulting in improper disposal of garbage and recycling.
- + High tenant turnover can hinder the effectiveness of proper sorting efforts, resulting in inconsistent disposal of garbage and recycling. Continual education and awareness is needed for tenants, which can pose a challenge for building managers.
- + Property managers, condo board members, residents and City waste inspectors all suggested that the City should focus on increased recycling education and compliance before introducing additional sorting of food scraps.
- + Tenants need to understand the why and how of the current recycling program before introducing food scraps sorting. The feeling is, "if they haven't learned to recycle dry goods, they won't be good at sorting organic material."
- + Compliance is difficult to monitor.

Low participation

- + Recycling participation and compliance in the multi-unit sector is low. There is concern that introducing food scraps separation in some multi-unit residences will not improve waste diversion rates but increase contamination of both recyclables and food scraps.
- + In general, rental buildings, high rises, and non-market housing were said to have the lowest recycling participation and compliance among multi-unit residents, due to lack of understanding on how to recycle, proximity of recycling bins to units, tenant turnover, other priorities, and lack of interest in recycling.
- + High turnover in some buildings and different rules for recycling across jurisdictions reduce residential participation, as well as increase contamination of recyclables.
- + Recycling knowledge and participation is low in non-market housing developments.

Cost of service

- + Property managers and condo boards saw the cost per unit charged by the City for multi-unit waste collection as prohibitive.

Infrastructure concerns and challenges

- + Space is required for any additional bins and collection vehicles that are required for additional sorting.
- + Concern was raised by property managers and condominium owners over potential damage to private roads with additional trucks.
- + Parking spaces may have to be sacrificed for new bins, an idea that was not well-received.
- + If recycle bins were closer to units than garbage bins, recyclable material was frequently contaminated with garbage.
- + Property managers were sometimes reluctant to use bins on their property if they felt their placement was unattractive or resulted in odour complaints from units close to the bins.
- + Buildings and developments with high turnover had issues with dumping of furniture, barbecues, mattresses and other items, especially during moves. Disposing of these items creates significant costs for the property managers.

Food scraps separation challenges

- + Some property managers and developers see additional sorting of food scraps as plausible but challenging. They are concerned that introducing additional sorting requirements would not be successful because there are already low success rates and low participation in sorting garbage and recycling.
- + In non-market multi-unit residences, tenants and support staff have many obstacles to proper sorting, including other priorities, language barriers, cultural adjustments, financial issues, mental health issues, and medical issues.
- + In some complexes, food scraps container storage in units is seen as problematic. An additional container would take up space, which is already at a premium. This issue was predominantly raised in non-market multi-unit residences.
- + Some properties already have issues with pest management, including cockroaches, mice and other pests. There are concerns that keeping food scraps in units could exacerbate this problem.
- + Capital Region Housing offered a pilot program to teach tenants how to sort and recycle. They suggested the City partner with the social workers at their sites and run a test pilot now, well before new sorting changes are introduced.

NON-RESIDENTIAL (ICI) STAKEHOLDERS

Facilitated conversations covered several topics, although stakeholder discussions primarily focused on single-use plastics.

Participants understood the motivation behind developing a new long-term waste strategy and some have plans to introduce practices that are more environmentally friendly. However, their ability to do more is restricted by cost, capacity, space and in the case of some businesses (such as franchises), policies from headquarters not located in Edmonton.

The profit motive is the key driver to understanding or changing behaviour. For some, less waste or better separation equals fewer pickups which translates into lower costs. Conversely, for others, less source separation means lower labour costs at their sites (i.e., it all goes into one bin without paying the labour costs to separate it on site).

Most participants in the non-residential sector wanted to be kept informed, participate in future conversations and work together with the City on waste management changes and strategies.

Lawn and yard care companies

Businesses want to know well in advance where grass, leaf and yard waste will go. They sign multi-year maintenance contracts with property managers, condo boards, businesses and residents. Changes in drop-off requirements by the City (hauling to Eco Station versus leaving with owner) can change the cost of service significantly, which can affect the business.

- + Many companies leave grass, leaf and yard waste on site with the property owners for the City to haul. If they have to haul, they need a trailer, or they must make a separate trip for pickup.
- + Many mentioned that leaving grass on the lawn over the summer creates thatch, which increases the amount of cleanup required in the spring.
- + There was concern that reduced pickups in residential neighbourhoods will result in odours from grass and leaves left behind. There was also concern around companies' ability to complete scheduled maintenance in time for the two spring collection dates.

For commercial clients, grass, leaf and yard waste is typically put in a trailer. Lawn care companies said that Eco Stations are not set up to take trailers, should be open from 7 a.m. to 9 p.m. in the summer, should provide businesses with a pass to avoid lineups and should be located conveniently across the city.

- + Paper bags are considered less strong than plastic, are difficult to stack, can leak if wet, and are hard to tie or close.
- + Businesses feel that changes to grass, leaf and yard waste collection schedules will increase illegal dumping in ditches, ravines and the river valley.

Business and commercial associations

Discussions focused mainly on single-use plastics and packaging.

- + Most stores and restaurants want to reduce packaging and are considering moving towards using either recycled or recyclable packaging.
- + Significant increases in online shopping and takeout delivery businesses are increasing packaging requirements.
- + There is concern about additional costs associated with single-use plastic alternatives that could negatively affect businesses that have already been impacted by the economic downturn. Extra fees for coffee cups and plastic bags may help reduce their use in the first year, but may not be a long term solution and could harm businesses in a fragile economy.
- + Participants prefer voluntary measures over regulatory restrictions. For example, the single-use plastics ban in Vancouver allows businesses to design their own strategy for eliminating single-use plastics rather than being told what to do. Their method must show annual reductions in single-use plastic consumption.
- + Having a regional approach to regulation of plastics would create consistency, and also prevent customers from frequenting businesses in jurisdictions with fewer or no regulatory restrictions in place.
- + Reduction strategies with a phased approach are preferred over a sudden and complete elimination, to allow time to understand the effects of alternatives. For example, can bamboo straws or cardboard containers with grease be composted or recycled more easily than single-use plastics?
- + Associations are interested in working with the City to share effective examples of plastic restriction bylaws that consider how to handle specific items, like meat and pharmaceuticals.

Would these be a challenge for your business if you are asked to sort and reduce more of your waste in the future?	% Agree
Additional financial costs to set up, sort and remove waste	40% / 39%
Space to sort waste and/or store waste carts on-site	43% / 37%
Finding appropriate alternative materials that can be used	42% / 35%
Finding a company or business that will sort your mixed waste	36% / 34%
Staffing or time needed to sort and manage waste	35% / 33%
Finding/developing practices that focus on waste prevention and reuse	33% / 30%
Communicating with others about how to sort waste	38% / 29%
Lack of information about how to sort and manage waste***	29%
Process for food waste prevention, donation, and reuse	31% / 27%
Customer convenience and safety	35% / 25%
Personal/staff safety with sorting waste	34% / 23%

Survey results. See Appendix A for more details.

% Order: Non-residential Respondents / Mixed Topic

*** Asked only of Mixed Topic respondents

Businesses

Many businesses struggle with non-recyclable packaging, such as Styrofoam, shrink wrap, plastic buckets and polymer plastic. They want the City to engage with the Government of Alberta to encourage Extended Producer Responsibility practices.

Some businesses send recyclable items to landfill because they would be charged an additional fee to recycle them.

Some businesses feel they are too large to affordably participate in City recycling programs, but too small to find a market for their own recyclables. They suggested the City become a 'clearing house' for these items, by collecting recyclable items from smaller businesses, so the collection and recycling process is economical.

Regarding single-use plastics:

- + Businesses cautioned the City not to "jump on the single-use plastics bandwagon" without conducting a business case and considering unintended consequences of restricting or eliminating their use.
- + Businesses suggested setting a minimum requirement for use of materials with post-consumer content. For example, all plastics used must be a minimum of 20 per cent post-consumer material. Incentivize manufacturing of products from post-consumer products. For example, in California, materials made of less post-consumer content cost more to purchase or use.
- + The money from single-use plastic fees should go into a sustainability fund, not into the store's general revenue.
- + Offer incentives to companies who help the City reach their zero waste goal.
- + Some more sustainable options are not cost competitive, and people often look for the cheapest price.

45%

Agree that the City should use its own authority to enact Extended Producer Responsibility rules

Survey results. See Appendix A for more details.

- + While some businesses in the food industry compost leftover food and/or donate leftovers, others are constrained by space and resources, and look to private haulers who promise to divert and recycle waste.
- + Businesses see a need for consistency and education with respect to sorting and recycling across the region as their customers are not all from Edmonton.
- + Keep signage simple and consider colour coding bins and carts across the region. Fancy graphics can be less effective in communicating a message than simple graphics and simple signs.
- + In some cases, forcing the issue (i.e., with more regulation and more enforcement) may be the only option to push some businesses to comply. At the same time, this pressure could encourage new businesses or technologies to emerge to provide innovative solutions for the business community.
- + For some, the private haulers have very restrictive (and expensive) terms including long-term contracts that are hard to break and very short option-to-renew periods. While most recognize that the City would have an unfair advantage in the waste hauling market, there was some sense that the additional competition could be good for the market overall.

Industry

Conversations focused on single-use plastics. While they recognized the waste that is created by these products, they also identified its contribution to the economy and employment in the city and the region.

- + Participants said that alternatives to single-use plastics can, in some cases, create hardship for those who have lower incomes, and can sometimes have a larger environmental footprint than the product they are replacing.
- + There is interest in working with the City and other jurisdictions to find solutions for plastic waste.
- + Participants believe mechanical recycling does not work because of cross contamination and the inferior products produced by using recycled materials.
- + There are many markets for recycled plastics, including single-use. Many examples of plastic recycling market opportunities were cited.
- + Participants advised exercising caution regarding eliminating the use of single-use plastics, due to "unintended consequences" that they had witnessed in other regions.
- + They suggest that manufacturers grade the quality of plastics and develop "end of life cycle" strategies to better deal with products.
- + Participants propose investing in a gasifier pyrolysis system for recycling, which can produce food quality plastic. In addition to single-use plastic waste produced by residents, they see an opportunity for clean feedstock from the single-use plastics generated by industry, including polymer plastic and Styrofoam.

Institutions

- + The biggest barrier to waste sorting is space. Efforts have been made to establish space in newer facilities but this is difficult in older facilities. Older facilities must pay additional fees for more frequent waste collection.
 - + These waste programs cost money in processing, management, containers, receptacles, vendors and space. This takes away from the other services that institutions are expected and legislated to provide.
 - + Rolling out the changes in phases would be helpful. In Calgary, one newer site was used as a test site. Food scraps were separated and converted to compost for staff for their gardens. This turned a new rule (separating food scraps) into a positive tangible outcome (compost for gardens).
- "Our organizations would require some exemptions similar to those in Vancouver with respect to single-use plastics or restrictions."

Not-for-profit organizations

These organizations play an important role in managing waste, and figure prominently in reuse and recycling. Several programs exist—or could exist—that would allow not-for-profits to increase their capacity and divert greater amounts of waste from the landfill.

The focus for the not-for-profit sector conversations included:

- + *Quick wins:* Immediate actions that the City could implement to support not-for-profits who are committed to doing more to reduce and reuse waste.
- + *Direct assistance:* areas where the City would need to be more involved with not-for-profits to support their waste reduction efforts.
- + *Innovation:* opportunities for social enterprise and creation of new markets and investments.

Examples of Direct Assistance:

- + The City could provide support in the form of seasonal educational campaigns (around Christmas or at the end of the school year) to encourage people to reduce waste, by reusing and donating used items. The City could partner with schools and school boards to facilitate recycling and collecting school supply donations. In this way, the City could help “make it easy” to reuse and recycle.
- + Share City data with not-for-profits, such as how much the City is spending or is willing to spend to deal with dumped and damaged items. Some organizations could use this to develop a business plan to get funding to help support the City’s waste diversion efforts through their operations or projects.
- + Funding support to not-for-profits would help increase diversion rates.

Examples of Innovation:

- + Could the City provide additional support or programs to community leagues for their current and future initiatives? For example, one league organizes pickups from the elderly to bring large items to Big Bin Events.
- + Work with not-for-profits to find solutions for hard-to-repurpose or recycle items. For example, could the Waste to Biofuels Facility take old encyclopedias?
- + Are there other markets for recyclable materials that haven’t been explored yet?

Waste services employees

In the survey for Waste Services employees, staff described the following challenges with a cart-based system:

- + Accessibility to stage and pick up carts;
- + Compliance issues such as carts being overfilled;
- + Continued use of bags; and
- + Expectation of a fee reduction for residents using a smaller cart.

Staff preferred that residents use a 240L blue cart for recyclables instead of bags. They also recommended allowing year-round topping up of green carts with grass clippings and yard waste.

Challenges Perceived by Waste Services Staff with Having Cart Waste Collection

- + Accessibility to stage/pick up carts (flat surface, vehicles, etc.)
- + Carts overfilled/bags left beside cart
- + Those using a small cart will want a rebate or fee adjustment

Recycling

59% Would prefer residents to use a 240L blue cart for collecting recyclables in the future

51% Have operational concerns with using blue carts

62% Do not feel there are any reasons why we should continue to use blue bags for recyclables

Grass, Leaf, and Yard Waste (GLY)

50% Like topping up green carts with GLY waste year round

34% Like the seasonal collection of GLY waste, with 2 pickups in the spring and 2 pickups in the fall

30% Are concerned about having waste in both carts and bags at the same time

Large Paper Yard Waste Bags

23% Like collecting GLY waste in large paper bags

54% Have no specific concerns regarding the proposed changes for GLY waste collections

City of Edmonton employees

Facilitators and note takers were not used at the two drop-in sessions for City staff. Comments were gathered from sticky notes attached to the storyboards. Many comments at the sessions mirrored those collected at the public drop-in sessions.

The following highlight unique comments generated by participants.

Single-use plastics:

- + Require that single-use items be made of biodegradable materials.
- + Add requirements regarding single-use plastics for all mobile food vendors before they can be approved for events.
- + Most swimming pool chemicals are in single-use containers. The City would need to work with suppliers to create options.
- + Provide penalties and incentives such as reducing taxes if restaurants use eco-friendly products and tax heavily if they don't.

Waste set-outs and food scraps collection:

- + Start food scraps collection in Edmonton Tower.
- + Use liners in food scraps containers to keep contents contained and off the roads.

Preferences for proposed changes:

- + Eliminate or restrict single-use plastics.
- + The 120L black garbage cart was preferred over the 240L size.
- + Blue cart preferred over blue bags.

Some ideas for zero waste:

- + Bylaw to enforce less packaging from manufacturers.
- + Make leaving grass clippings on lawns mandatory. Provide more information on improving the health of your lawn with grass clippings.
- + The City needs more Reuse Centres. Set up pop-up reuse drop-off locations on weekends at parks, parking lots, and community leagues.
- + Create a leftover program for schools instead of throwing out unwanted food. Package up food in reusable containers and give it to students to take home.

Drop-off locations:

- + Should offer disposal of sharps and needles, small furniture and textiles that can't be donated.
- + Should be free or lower fees, including free for City areas to use.
- + Needs to be a one-stop shop, versus multiple locations for different types, and open 7 days a week. Extended hours in the spring and summer.
- + Ideal locations include Fleet service yards, recreation centres, libraries, community league halls, LRT stations, malls and farmers' markets.

Other comments and concerns:

- + Workplace incentives:
 - + Encourage/provide incentives to use reusable containers and cups at work.
- + Unclear which plastic is recyclable, and which is not.
- + Some companies offer recycling of office materials like batteries, pens, etc.
- + Workplace waste bins:
 - + Each office/cubicle waste bin should not be lined with a plastic bag.
 - + Waste bins should just be emptied into a single large trash bag.
 - + How to deal with current garbage can areas that would not meet the container requirements?
- + How does the collection of food scraps occur at City facilities that have waste contracts with private companies?
- + Consider working with neighbouring municipalities on collection and/or processing of waste to improve economies of scale.
- + Reduced pickups and restricted volume will result in more dumping in transit trash (transit trash is different from waste trash).
 - + Who pays for clean up – transit or waste?
- + Road maintenance will be higher with more trucks collecting.

NEXT STEPS

NEXT STEPS

HOW INPUT FROM PHASE 1 AND 2 IS BEING USED TO INFORM DECISIONS

The information and input from both phases of public engagement will be used:

- + To develop Edmonton's new 25-year waste strategy, which will be presented to Utility Committee and City Council in 2019.
- + To inform and provide direction on how Waste Services continues to work with the multi-unit and non-residential stakeholders in developing proposed recommendations and program changes for these sectors.
- + In conjunction with results and feedback from residents participating in Edmonton's initial cart rollout. Input will help refine Waste Services' recommendations for a city-wide cart rollout, along with changes to grass, leaf and yard waste collection for residents. These recommendations will be presented to Utility Committee and City Council.

Approval from City Council is required before any changes to waste programs and services can be implemented.

A comprehensive What We Heard report with full results from phases 1 and 2 of public engagement will be made publicly available later in 2019.

APPENDICES

APPENDIX A

SURVEY REPORT (LEGER)

Report

City of Edmonton

Waste Services
Public Engagement Phase 2
Draft Survey Report



DATE 2019-05-15

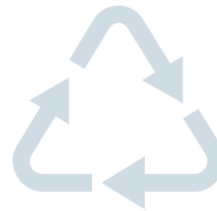
Leger

We know Canadians



RESIDENTIAL RESPONDENTS

RECYCLING

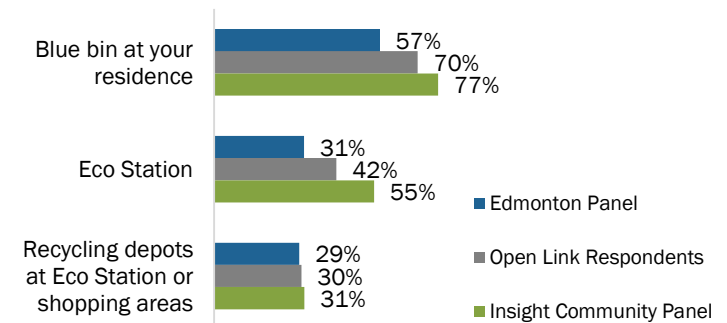


55% / 67% / 60%

would prefer to switch to a 240L blue cart
for collecting recyclables in the future



Disposed of recyclables at...*



79% / 77% / 85%

have a dedicated cart or place for recycling*

% Order: Edmonton Panel Members / Open Link Respondents / Insight Community Panel

Base: Survey respondents who take their waste to the front street or back alley for pick-up by the City (EP, n=723; OL, n=5,656; ICP, n=1,712)

*Base: Survey respondents who place household waste in a large, shared bin or use a garbage chute that is shared with other residents (EP, n=263; OL, n=1,038-1,049; ICP n= 363)

CART SYSTEM

Percentage of single-unit respondents who would prefer a specific size of cart for garbage...

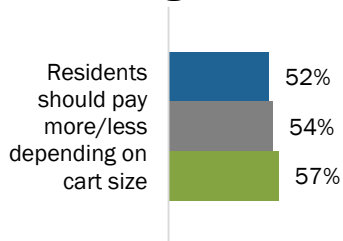


44% / 50% / 43%



41% / 41% / 47%

Pricing Structure



■ Edmonton Panel
■ Open Link Respondents
■ Insight Community Respondents

61% / 58% / 58%

Think a **difference** in monthly rate between the two cart sizes would be reasonable.

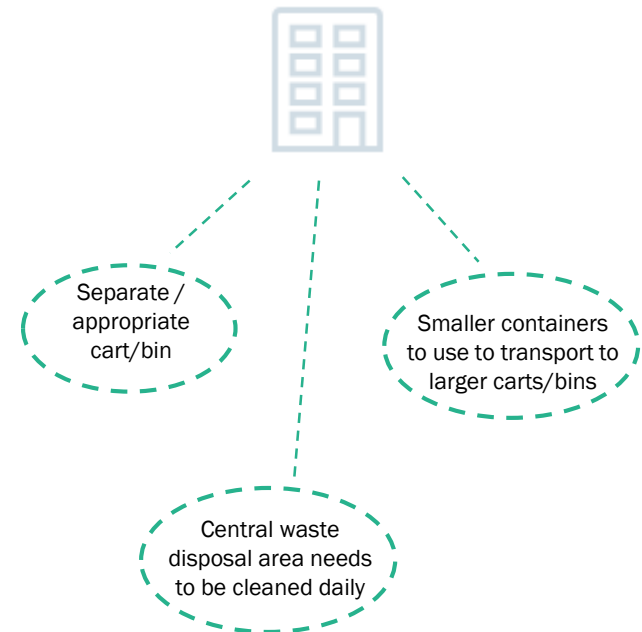
28% / 20% / 19%

Think a **\$2 to \$5 change** in the monthly rate would be reasonable for the difference in cart size

36% / 39% / 48%

Would be **unlikely*** to use a larger cart size if it costs more

Multi-unit respondents would like to see the following in their building to help ensure all residents can participate in sorting their food scraps...



% Order: Edmonton Panel / Open Link Respondents / Insight Community Panel

Base: Survey respondents who take their waste to the front street or back alley for pick-up by the City (EP, n=723; OL, n=5,645-5,653; ICP, n= 1,712)

*Unlikely = sum of 1,2,3 ratings

GRASS CLIPPINGS AND YARD WASTE COLLECTION



57% / 71% / 73%

Are responsible for disposal of any grass clippings, leaf and/or yard waste



52% / 58% / 58%

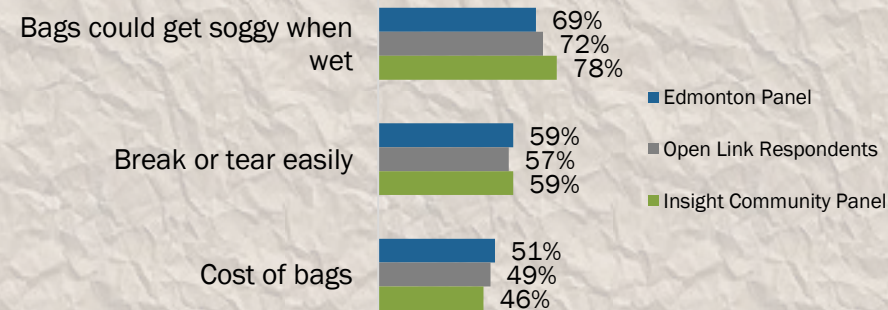
Agree that 2 collection days in the spring and 2 collection days in the fall for yard waste pick up, as well as being able to top up their green carts, are sufficient to meet their needs*

LARGE PAPER YARD WASTE BAGS

62% / 66% / 66%

Are willing to use large paper yard waste bags for disposing of yard waste, instead of plastic bags **

Concerns**



% Order: Edmonton Panel Members / Open Link Respondents / Insight Community Panel

Base: Survey respondents (EP, n=1,000; OL, n=6,755; ICP, n=2,096)

*Base: Survey respondents responsible for grass clippings and yard waste (EP, n=566; OL, n=4,815; ICP, n=1,521)

**Base: Respondents responsible for disposal of grass clippings and yard waste, and need grass and yard waste collection (EP, n=497; OL, n=4,572-4578; ICP, n=1,434)

SINGLE-USE PLASTICS

Items for Elimination/Restriction...

	Eliminate Use	Restrict Use (but no extra fee/charge)
Plastic straws	✓	
Plastic grocery bags	✓	
Styrofoam	✓	
Plastic or foam disposable cups	✓	
Disposable utensils**	OL only ✓	EP/ICP only ✓
Takeout containers**		✓

What items should be permitted or considered exempt from a restriction or elimination?

- × Medical waste, diapers, sanitary products
- × Plastic straws
- × Plastic bags

Why?

- ☐ Medical and disability concerns
- ☐ Cost to consumers
- ☐ Item such as plastic bags can be reused, not necessarily single-use

Per-use Fee for Disposable Items

47% / 48% / 60% of respondents think that consumers **should be charged at least \$0.01** per-use fee for disposable items.

Respondents feel there should be a charge of... (on average)



Minimum Cost for Reusable Bags...



Agree* that there should be a minimum cost for reusable bags

DROP-OFF LOCATIONS



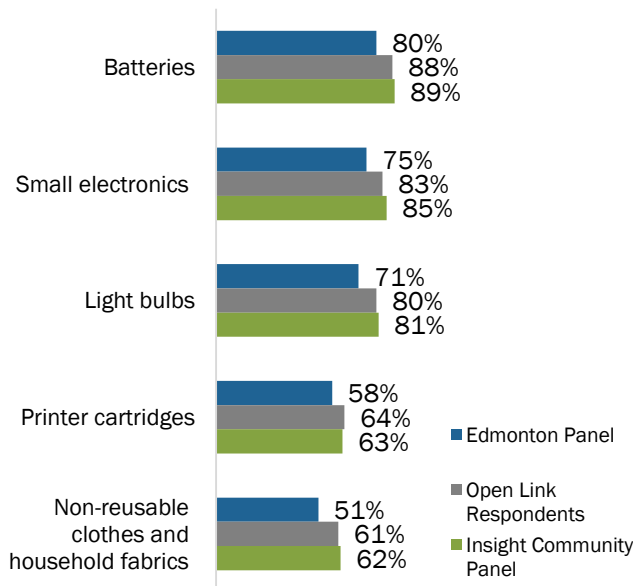
57% / 73% / 80%

of single-unit respondents **have brought items for disposal** to an Eco Station within the past 12 months*

COMMUNITY DROP-OFF AREA PREFERENCES

ECO-STATION PREFERENCES

Items for Drop-Off



Location



55% / 63% / 57%

Grocery Stores



51% / 54% / 57%

Shopping Malls and Retail Centres

Hours of Operation

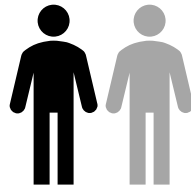
	Afternoon	Evening
Monday		✓
Tuesday		✓
Wednesday		✓
Thursday		✓
Friday		✓
Saturday	✓	
Sunday	✓	

"The City can have **more / accessible locations** to increase access to drop-off locations for those without vehicles."

% Order: Edmonton Panel Members / Open Link Respondents / Insight Community Panel
Base: Survey respondents (EP, n=1,000; OL, n=6,755; ICP, n=2,096)

*Base: Survey respondents who take their waste to the front street or back alley for pick-up by the City (EP, n=723; OL, n=5,645; ICP, n=1,712)

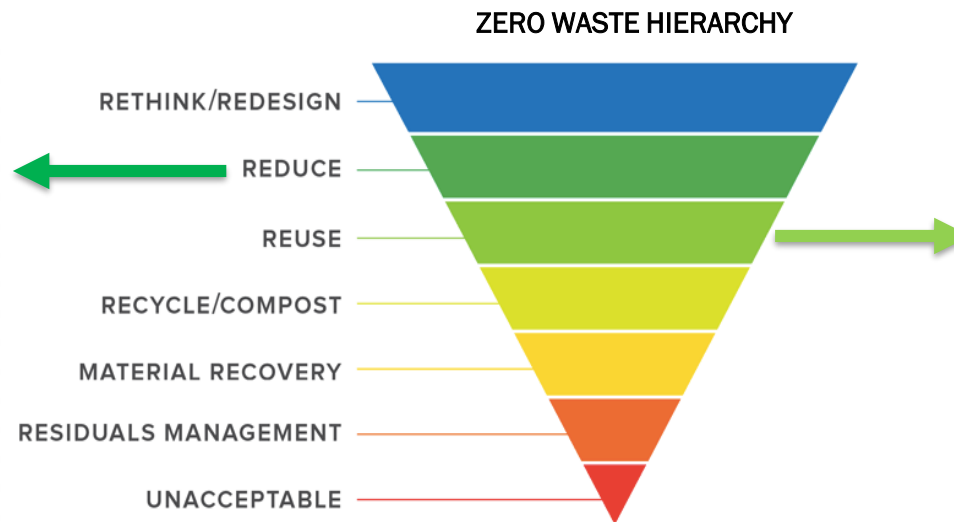
ZERO WASTE



Over half (54% / 59% / 56%) of Edmontonians **agree*** that given the proposed ideas to support waste reduction and reuse, they would **support** the zero waste goal

The City should further explore...

- ✓ Supporting, advocating for **purchasing sustainable items**
- ✓ **Working with businesses** to support waste reduction efforts
- ✓ Supporting, advocating for **making producers more responsible** for their packaging and disposal of their products
- ✓ Developing **food waste prevention programs**



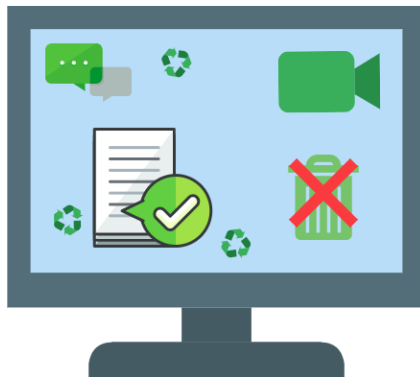
The City should further explore...

- ✓ Establishing **additional Reuse Centre(s)**
- ✓ Food recovery programs for **commercial sector**
- ✓ Support for **item donation organizations and programs**

Source: Zero Waste Canada 2018

EDUCATION AND COMMUNICATION

Educational Resources



58% / 68% / 69%

Would like **online courses and information** (videos, documents) made available

Education is identified as the main idea or suggestion on how to get people on board and ensure compliance.

Preferred Communication Channels for Updates and Progress



63% / 65% / 64%

News / TV Media

www.edmonton.ca

57% / 65% / 65%

City Website

Ambassador-Type Program**



43% / 42% / 44%

Are on the fence* that this type of program would be positively received by the other residents and the property manager in their building

% Order: Edmonton Panel Members / Open Link Respondents / Insight Community Panel

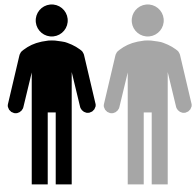
Base: Survey respondents (EP, n=1,000; OL, n=6,755; ICP, n=2,096)

*Are on the fence = sum of 4,5,6,7 ratings

**Base: Survey respondents who place household waste in a large, shared bin or use a garbage chute that is shared with other residents (EP n=263, OL n=1,038; ICP, n=363)

NON-RESIDENTIAL RESPONDENTS

ZERO WASTE



61% / 49% of survey respondents agree* a zero waste goal is something that Edmonton business should support



76% / 64% of survey respondents think that business and industry should have the same target to divert 90% of their waste because:

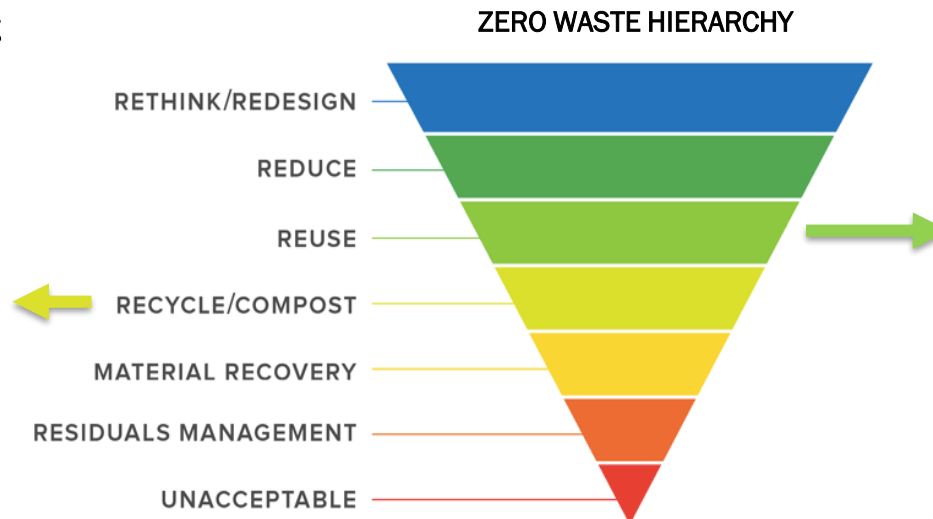


Nearly half (49%) of non-residential respondents think it will take **1 year or less** for their organization to reach the 90% diversion target**

✓ It's good for the environment ✓ We all need to do our part

Support/agree* businesses being required to...

- ✓ Separate **compostable food waste** (51% / 53%)
- ✓ Separate **recyclable materials** (75% / 69%)



✓ Agree* would be interested in working with other organizations to **support the reuse of materials and reduction of waste** (52% / 48%)

✓ Agree* businesses that serve/sell food should be **responsible for preventing wasted food and donating** (74% / 63%)

Source: Zero Waste Canada 2018

% Order: Non-residential Respondents / Mixed Topic
Base: Survey respondents (NR, n=501; MT, n=179)

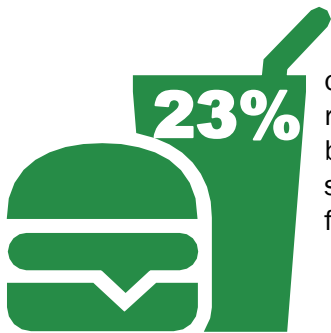
*Support/Agree = sum of 8,9,10 ratings

** Non-residential respondents only

SINGLE-USE PLASTICS

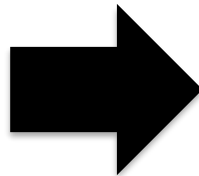
Items for Elimination/Restriction...

	Eliminate Use	Restrict Use (but no extra fee/charge)	Do Not Restrict Use (but charge)	No Restriction
Plastic straws	✓			
Plastic grocery bags	✓			
Styrofoam	✓			
Plastic or foam disposable cups	✓			
Disposable utensils	MT only ✓	I only ✓		
Takeout containers**			MT only ✓	MT only ✓



23%

of non-residential respondent businesses sell or serve any kind of food***



Support and infrastructure needed to be less reliant on disposable items...*/***

- ✓ *Would use biodegradable products*
- ✓ *Affordable substitutions*
- ✓ *Support in cost (subsidies)*
- ✓ *Access to alternative items*

Base: Survey respondents (NR, n=501; MT, n=179)

*Base: Survey respondents with a food service business (NR, n=116)

**Not asked of Non-residential respondents

*** Not asked of Mixed Topic Respondents

(19% indicate don't know/refused; 17% indicate not applicable to business/do not use disposable items)

CHALLENGES WITH SORTING WASTE AND CURRENT WASTE



Challenges With Sorting Waste	% Agree*
Additional financial costs to set up, sort and remove waste	40% / 39%
Space to sort waste and/or store waste carts on-site	43% / 37%
Finding appropriate alternative materials that can be used	42% / 35%
Finding a company or business that will sort your mixed waste	36% / 34%
Staffing or time needed to sort and manage waste	35% / 33%
Finding/developing practices that focus on waste prevention and reuse	33% / 30%
Communicating with others about how to sort waste	38% / 29%
Lack of information about how to sort and manage waste***	29%
Process for food waste prevention, donation, and reuse	31% / 27%
Customer convenience and safety	35% / 25%
Personal/staff safety with sorting waste	34% / 23%

Current Waste**



36% of non-residential respondents estimate that 1-5% of their organizations **current waste that is compostable is**

53% of non-residential respondents

indicate there are **no other challenges** their organization may face regarding sorting and reducing their waste. Among those who did provide a challenge...

\$ cost was the top mention

% Order: Non-residential Respondents / Mixed Topic

Base: Survey respondents (NR, n=501; MT, n=179)

*Agree = sum of 8,9,10 ratings

Asked only of Non-residential respondents *Asked only of Mixed Topic respondents

EDMONTON BUSINESSES WANT THE CITY TO SUPPORT CHANGES BY...

78% / 65%

Being a role model by implementing the same waste sorting and reduction practices at City facilities

76% / 53%

Providing large collection carts for pickup of sorted waste

73% / 50%

Providing access to waste sorting and processing facilities or services for organizations

70% / 49%

Providing sorting carts for your business, including for any staff or visitors



Importance of Support* from the City

Importance* of Education Information from the City**

- ✓ Guidelines about proper sorting, storage, and disposal of different types of waste properly (74%)
- ✓ Information about alternatives to using single-use plastics (69%)
- ✓ Consistent signage and templates for staff and visitors that can be used by multiple organizations (65%)
- ✓ Example plans or templates to help you set up your own waste sorting station on-site (64%)
- ✓ Information about why sorting and reducing waste is important (63%)
- ✓ Reporting on Edmonton's progress in achieving waste diversion goals (60%)

% Order: Non-residential Respondents / Mixed Topic

Base: Survey respondents (NR, n=501; MT, n=179)

*Support/Important = sum of 8,9,10 ratings

**Asked only of Non-residential respondents

EXTENDED PRODUCER RESPONSIBILITY

45% **Agree*** that the City should use its own authority to enact extended producer responsibility rules**

Importance* of City Involvement

69% / 60%

Advocate and promote take-back programs where material is collected and returned to producers

73% / 54%

Involvement in programs that provide incentives for reducing waste

67% / 52%

Advocate for legislation that will ensure consistency in waste management practices across all municipalities in the Capital Region

69% / 49%

Advocate for legislation and bylaws that will ensure consistency in waste management practices across Edmonton

Agreement* with City Initiatives**

- ✓ Private sector operators should be able to access the City's waste processing facilities in order to ensure waste that is sorted can be properly processed (73%)
- ✓ The City should provide waste services only in cases where there are not enough private companies or facilities to provide a sufficient level of service for all of Edmonton (42%)
- ✓ The City should provide waste services to organizations, even though private companies may also provide similar services (45%)
- ✓ There are plenty of private collectors, the City doesn't need to compete with the private sector (36%)
- ✓ The City should only provide waste services that are not provided by any private companies (36%)

% Order: Non-residential Respondents / Mixed Topic

Base: Survey respondents (NR, n=501; MT, n=179)

*Agree/Important = sum of 8,9,10 ratings ** Asked only of Non-residential respondents

ADDITIONAL RESOURCES



62%

of respondents require **no additional** resources from the City to keep as much waste as possible out of the landfill



23%

of respondents would like the City to consider a **tax incentive/break/credit** as an incentive for keeping as much waste as possible out of the landfill



22%

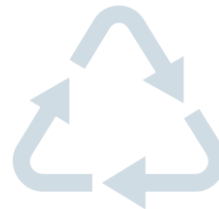
of respondents would be interested in being **considered for an advisory committee**

WASTE SERVICES STAFF

CHALLENGES WITH HAVING CART WASTE COLLECTION



RECYCLING



51%

have operational concerns with using blue carts

- ✓ Contaminated bins
- ✓ Lack of knowledge of what goes where (proper sorting)
- ✓ Space/storage for carts

59%

would prefer residents to use a 240L blue cart for collecting recyclables in the future

62%

do not feel there are any reasons why we should continue to use blue bags for recyclables

GLY WASTE COLLECTION



50%

Like* topping up green carts with GLY waste year round



34%

Like* the seasonal collection of GLY waste, with 2 pick ups in the spring and 2 pick ups in the fall



30%

Are concerned* about having waste in both carts and bags at the same time

Other Concerns

- ✓ Not enough collections
- ✓ Bag storage
- ✓ Bags could get soggy when wet

LARGE PAPER YARD WASTE BAGS

23%

Like* collecting GLY waste in large paper bags

54%

Have no specific concerns regarding the proposed changes for GLY waste collections

APPENDIX B

SINGLE-USE PLASTICS SUMMARY

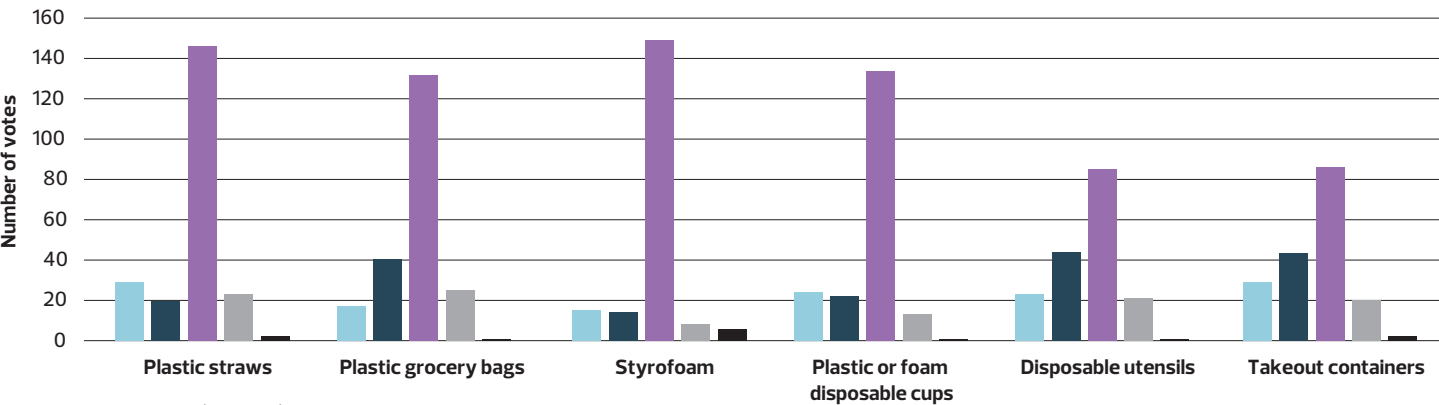
Overview

Most stakeholders and the public participating in Future of Waste public engagement conversations are aware of single-use plastics and their effects on the environment. Some of their knowledge comes from other jurisdictions, social media, and/or other media. A recent episode of CBC’s Marketplace was often discussed at public drop-in sessions. Although many would applaud the City if it eliminated single-use plastics, others would see it as a reactionary response that failed to consider the bigger picture and other alternatives and potential opportunities.

Overall, stakeholders and the public who participated in the online survey and public drop-in sessions consistently showed interest and significant support

for the City to restrict or eliminate single-use plastics. Facilitated conversations with organizations such as Edmonton Public School Board and the City of Edmonton’s Environmental Advisory Committee strongly favoured eliminating all plastics. Other facilitated conversations identified opportunities for the City to play the role of a “clearing house” for single-use plastics, potentially at the regional level, to gather single-use plastics from multiple jurisdictions and businesses for sale to recycling markets and as feedstock for other processes. Participants in facilitated conversations cautioned the City to undertake a careful analysis and beware of unintended consequences of eliminating plastics. They identified several models from around the world that provided an economic return on single-use plastics.

For these 6 different items, how would you prefer to see the City deal with them?



Public drop-in results (n = 1,175)
Non-weighted, self selected data

- Restrict their use, but no extra charge/fee
- Do not restrict their use, but do charge customers an extra charge/fee for use
- Eliminate their use
- No restriction (no extra charge/fee)
- Don't know

How should the City of Edmonton deal with single-use plastics?

Plastic straws	*****		
Plastic grocery bags	*****		
Styrofoam	*****		
Plastic or foam disposable cups	*****		
Disposable utensils	**	****	**
Takeout containers	*****	*****	**

Survey results. See Appendix A for more details.
* Edmonton Panel
**Open Link Respondents
***Insight Community Panel

Survey Results and Comments

Most survey respondents, both residential and non-residential, support the restriction or elimination of single-use plastics.

There is a near-majority that support the elimination of:

- + Styrofoam
- + Plastic or disposable cups

A further number of respondents support restrictions.

There is significant support for the elimination of:

- + Straws
- + Plastic grocery bags
- + Disposable utensils
- + Takeout containers

A further number of respondents support restrictions on these items.

Given how frequently plastic bags were raised in conversations at public drop-in sessions and facilitated meetings, the survey results showed that plastic bags were not the most favoured single-use plastic to restrict or eliminate. Based on feedback from drop-in sessions, this may be because many people reuse them instead of buying new plastic bags.

ELIMINATE THEIR USE

	Residential	Non-residential
Plastic straws	37%/48%/44%	45%/50%
Plastic grocery bags	31%/45%/36%	39%/41%
Styrofoam	45%/59%/56%	42%/55%
Plastic or foam disposable cups	43%/51%/49%	42%/58%
Disposable utensils	22%/31%/24%	27%/28%
Takeout containers	15%/23%/17%	20%*

Residential: Edmonton Panel/Open Link/Insight Community Panel

Non-residential: Phone surveys/ Mixed Topic

* Not asked of phone survey respondents

RESTRICT THEIR USE, BUT NO EXTRA CHARGE/FEE

	Residential	Non-residential
Plastic straws	30%/25%/26%	26%/23%
Plastic grocery bags	21%/16%/15%	22%/13%
Styrofoam	22%/18%/17%	30%/19%
Plastic or foam disposable cups	23%/20%/19%	29%/16%
Disposable utensils	29%/26%/26%	28%/23%
Takeout containers	32%/28%/27%	24%*

Residential: Edmonton Panel/Open Link/Insight Community Panel

Non-residential: Phone surveys/ Mixed Topic

* Not asked of phone survey respondents

Public Drop-In Session Input and Comments

SUPPORT FOR ELIMINATION

Voting at sessions showed that there is significant support for the restriction or elimination of single-use plastics among participants at the public drop-in sessions. However, the choices were made on an open voting station board at public sessions so the results should be interpreted carefully. It is possible that some votes may have been influenced by previous votes or marks on the board. Some residents wanted stronger incentives to reduce their consumption of single-use plastics and said a 5-cent fee at grocery stores was not a deterrent to using plastic bags. Others felt that the 5-cent fee should be allocated to sustainability programs. Some supported the idea of the City working with smaller businesses to help eliminate single-use plastics, such as disposable cups and utensils. Many stakeholders wanted the City to also consider programs such as provided by the Extended Producer Responsibility and eliminate the plastic found in packaging.

THOSE WHO DID NOT SUPPORT

During conversations, some residents said they do not want to eliminate plastic bags from grocery stores because they reuse those bags and were concerned that their elimination would require them to purchase plastic bags for other uses (e.g., garbage, or picking up dog poop). Some residents liked the durable takeout containers that could be reused, referring frequently to those used by Boston Pizza. Some were reluctant to support the elimination of single-use plastics like straws because some people with disabilities need straws for drinking and feeding.

QUESTIONS

Many participants questioned whether the City was concerned over the energy to produce single-use plastics or the environmental footprint of plastics that end up in landfill and asked how the City would eliminate single-use plastics.

Facilitated Meetings and Workshop Input and Comments

Overall, industry is interested in reducing or eliminating single-use plastics that end up in landfill. At facilitated meetings, participants asked questions about what impact eliminating single-use plastics would have on the regional/local economy and jobs. There was discussion about the life cycle of plastic, and if the industry could buy and reuse single-use plastic for feedstock. Industry is interested in meeting with the City to discuss how they can collaborate to minimize single-use plastics going to landfill.

The key themes below emerged from facilitated meetings and workshops.

INNOVATION

Innovation is essential and attracts business and employment. Recycling and repurposing single-use plastics create job opportunities and investment in Edmonton. For example, Goodwill is collecting some single-use plastics in Edmonton. Extra fees charged from the use of plastic items should go into a sustainability fund, not into a store's general revenue.

HEALTH SERVICES

Institutions dealing with health services are keenly interested in reducing single-use plastics; however, they must do so in a way that preserves sterilization and minimizes the risk of contamination for patients and the public. Health service organizations do not want to eliminate plastic straws that are needed by patients. Waste haulers will not recycle anything that may have been in contact with bodily fluids as it is considered biohazardous material.

REGIONAL APPROACH

There is a lot of confusion among residents and businesses about what plastics can be recycled, given that each municipality, even though adjacent to Edmonton, has different sorting rules. Participants expressed interest in all municipalities across the province working together to create consistent guidelines. There is an opportunity for the City to lead a regional model for recycling and waste management that would provide this consistency. The economic benefits of markets for recycled products could be better attained at the regional level by gathering larger quantities of materials for sale.

UNINTENDED CONSEQUENCES AND LIFE CYCLE OF PLASTICS

Some participants recommended having honest conversations around elimination of single-use plastics. The City was cautioned to be careful about eliminating single-use plastics and to consider potential repercussions. Comments around the market for single-use plastics included:

- + Single-use plastic materials may be used and needed as feedstock in several industries.
- + The market is cyclical. The City should establish processes that can drive the market or be responsive to the market.
- + The City should invest in technology that will recycle and reuse plastic materials. Respondents indicated that they believe there are excellent examples of profitable markets and models in China, Europe and Australia.
- + Begin with the end in mind. If the intent is to make landfills obsolete in 100 years, start there and work backward. If the City cares about Zero Waste, focus on waste diversion and invest in solutions to make this happen. Some municipalities are focusing on this goal.
- + Look at the bigger picture. Consider Extended Producer Responsibility.
- + The City should conduct end-of-life and life cycle analyses as part of the strategy.

ROLE OF THE CITY

The following suggestions were made that would involve the City taking a leadership role either within the city limits or within the region:

- + Many participants are interested in having the City act as a resource for knowledge, leadership and networking in all areas of waste management, particularly market information about single-use plastics.
- + Some businesses have attempted to reduce and recycle but have found that the volumes of single-use plastics they generate are too small to collect, bale and sell to market, and are too big to participate in the City services without incurring a cost. They suggest the City become a “clearing house” for single-use plastics generated by business and industry. The City could collect or coordinate the collection of excess plastic such as the large plastic sheets that cover floors in display halls, plastics in food packaging and those used to cover pallets, bread bag ties and plastic pails similar to those sold at hardware stores. Instead of going to landfill, they could see the City collecting or coordinating the collection of these items and either selling, distributing or reusing them. They think that City involvement as a clearing house would generate the necessary economies of scale required for these items to be bundled or baled and sold.
- + Offer incentives to companies who help the City reach their Zero Waste goal.

IDENTIFYING PLASTICS

Some participants in the industrial, commercial and institutional (ICI) sectors suggested separating different types of recyclable materials at the source would help increase the market value of recycled items. Others recommended that manufacturers grade and label plastics. The grading and labeling of plastics would assist Materials Recovery Facilities in sorting and recycling. The more difficult the plastic is to recycle, the more it costs.

- + Require materials to contain a minimum amount of recycled material. For example, all plastics must contain 20 per cent post-consumer content, or a certain percentage of the material must be able to be recycled. This could be scalable, so that the higher the recyclable material content, the lower the cost of the product. California has a similar policy.
- + Eliminating mixed materials would be better than eliminating single-use plastics. Products made from mixed materials are harder to recycle, contaminate recyclable materials and decrease overall values of recyclable materials being sold.
- + Invest in or provide incentives to manufacture products from recyclable plastics.

Instead of eliminating single-use plastics, introduce a bylaw that requires producers to identify what products are made of and what grade they are (for customers and for recovery facilities). Customers could then make informed decisions.

Participants felt that the big focus needs to be reducing as much as you can.

CONFLICTING POLICIES

Food producers and food service businesses have innovative ideas on reducing plastics in their industry, but are bound by Alberta Health Services' policies and procedures, and continue to use plastics for sanitary reasons.

QUESTIONS POSED BY NON-RESIDENTIAL STAKEHOLDERS

- + Is the City just jumping on the bandwagon without sufficient analysis?
- + What is the point in elimination or restriction? What is the market demand?
- + What is the City's role within industry? The City must have an all-encompassing policy related to what drives recycling, describing the purpose and the market for recycling in Edmonton.
- + Which items can be recycled?
- + What happens at the end of a product's useful life?
- + What is happening with single-use plastics around the world?
- + Where are innovation and opportunities happening?
- + What are the long-term unintended consequences of eliminating single-use plastics?
- + Can industry use single-use plastics for feedstock?





Page 1 of 29
LEAB

**Leduc Environmental
Advisory Board**

Single Use Plastics

Dec. 2, 2019 to City Council

Katie Oliver, LEAB Chair

Outline

1. Background
 - a. Direction from Council
 - b. Plastics and the Environment
 - c. Jurisdictional Review
2. LEAB Recommendations
3. Common Objections
4. Questions

Direction from Council

Committee of the Whole motion Oct 7/2019:

Direct Administration to work with LEAB on a plan to reduce single-use plastics. The plan should include recommendations to Council on:

- Whether to ban plastic checkout bags, and if so, the timelines, consultation plan, a draft bylaw and exemptions, and resources required;
- The next steps to address other single use items such as straws, cutlery, etc., including resources required and alignment with other municipalities.

Plastics and the Environment

- 1/3 of plastics used in Canada are designed for single-use
- 15 billion plastic bags are used every year in Canada
- 89% landfilled or incinerated.
- This is contributing to soil, water, and air pollution that not only has negative environmental but also negative human health effects
 - Microplastics in water
 - Harmful gases when burned
 - 1M birds and over 100,000 sea mammals worldwide are injured or die when they mistake plastic for food or become entangled



Worldwide Solutions

Single-Use Plastic Bans

- 240 municipalities/regions and 127 countries globally

Taiwan

- 50% reduction in residential waste
- Significantly reduced rate of plastic bags, plastic bottles, and metal beverage cans on beaches

Australia

- Significant reductions in beach litter

San Jose

- 76% reduction in creek and river litter
- 59% drop in park and roadside plastic bag litter
- 69% reduction in plastic bag litter in storm drains

Government of Canada Recommendations

Performance-based approaches

- Circular economy approach, including a distribution ban of single-use plastics
- Extended producer responsibility legislation

The CCME strategy focuses on:

- **Preventing** plastic waste, for example by designing plastic products for longevity and reparability, or reducing demand for disposable plastic items;
- **Collecting** all plastics, including through clean-up, so they are channelled back into the economy; and
- **Recovering²** value from all plastics using a range of strategies and processes according to a hierarchy of priority (Figure 2).

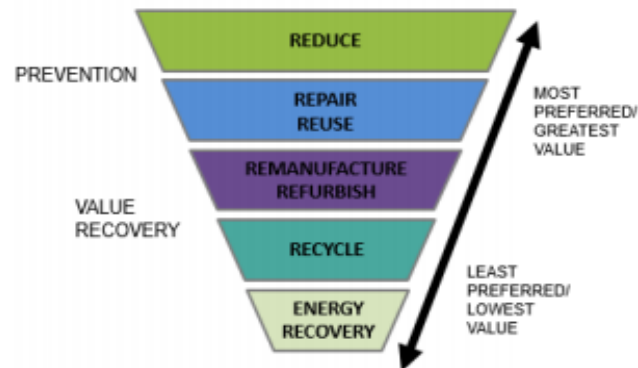


Figure 2. Hierarchy of priority in plastics management

Local Bans

Wetaskiwin

- Ban effective July 2019
- Prohibits the distribution or sale of single-use plastic and biodegradable plastic (polyethylene) checkout bags
- Paper bags at only the customer's request with fee of \$0.15

Devon

- Appointed a task force to review a potential bylaw

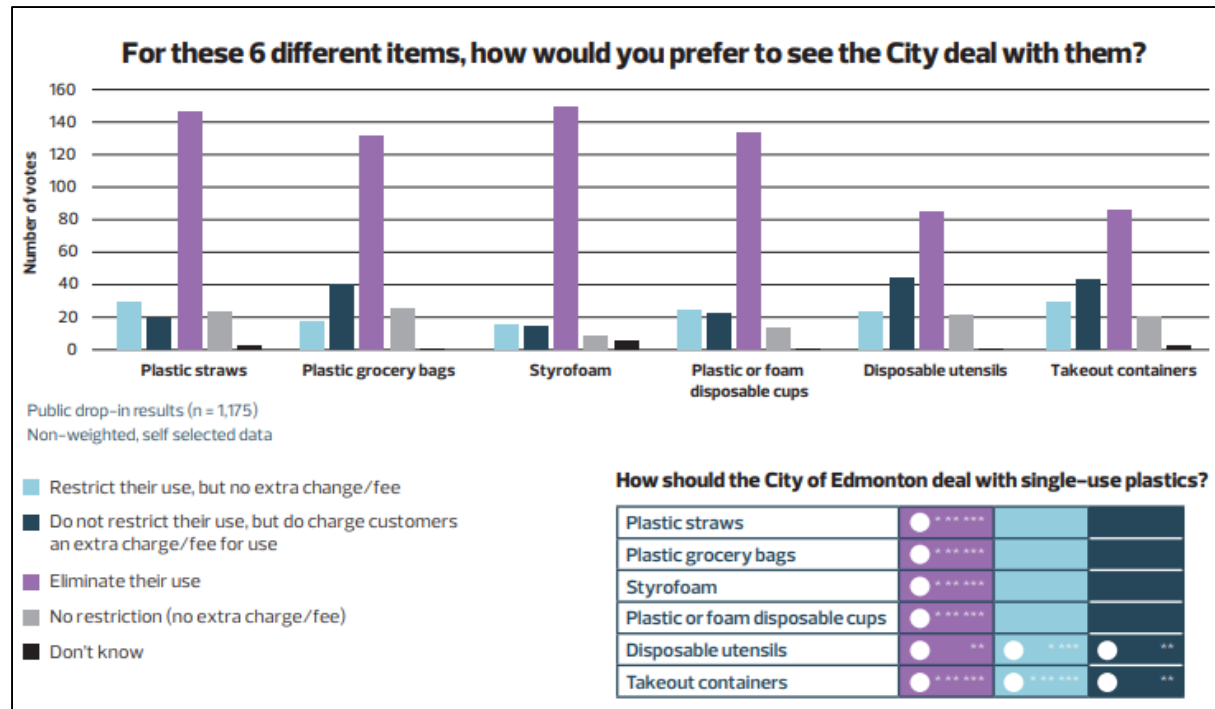
City of Spruce Grove

- Developing a single use item reduction strategy

Local Bans

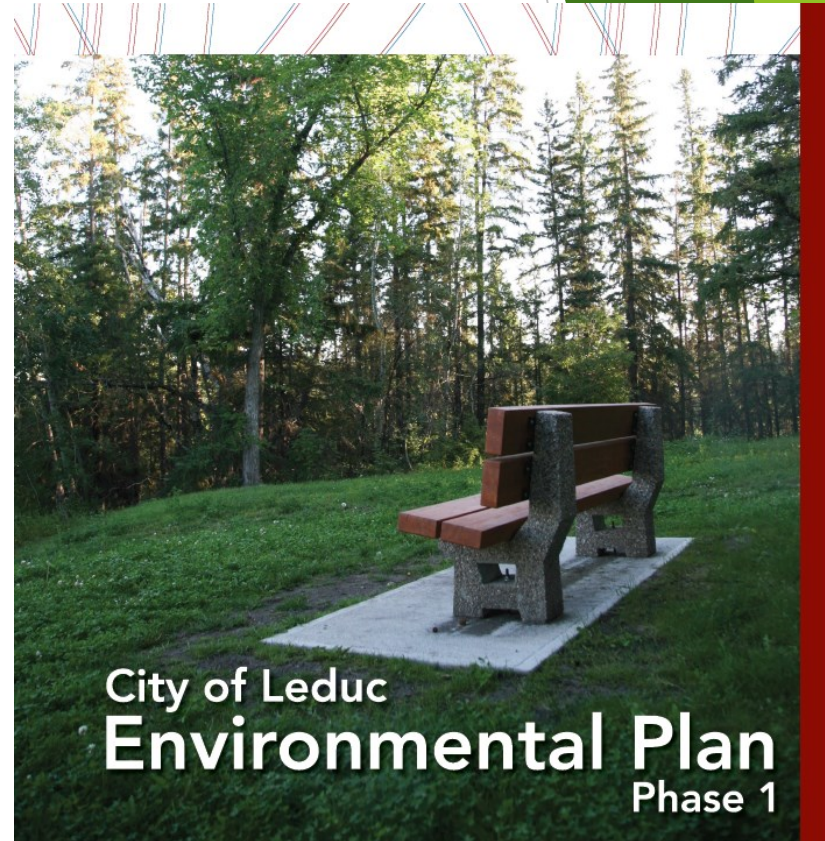
Edmonton

- Bylaw in Sep 2020 with ban starting in January 2021
- Majority support of ban (20,000 residents surveyed)



City of Leduc Environmental Plan

- Achieve a waste diversion rate of 65% by 2021.
- Reduce environmental pollution and litter.
- Coordinate education, branding and advertising for waste reduction initiatives.
- Develop a waste reduction strategy for businesses and multi-unit developments.



FEBRUARY 2012

PARTNERING with *nature* 

LEAB Recommendations

Step 1 - Council pass a single-use plastic checkout bag bylaw, and allow a period of time before the bylaw is effective.

- The bylaw should align with other municipalities in the region, and should be supported by the Retail Council of Canada.

Step 2 - Develop a reduction strategy for other single-use plastic items such as straws, utensils that aligns with other local municipalities.

Communications Campaign

Providing clear communications outlining the reasoning for the bans, frequently asked questions, objections, exceptions to the ban, and expected outcomes.

John Maude and
Susan Quinn
Charitable Foundation

- \$15,000 in funding for re-usable shopping bags



Potential Timelines

January 2020 – Administration presents a Special Budget Request to Council.

February 2020 – Three months of stakeholder consultations commence

May 2020 – Administration presents proposed single-use plastics bylaw to Council for approval

June 2020 – Final reading of the Single-Use plastics bylaw

June 2020 – Educational campaign commences

January 1, 2021 – Single-use plastics checkout bag ban portion of the bylaw comes into effect and implementation of a reduction strategy for other single use items begins.

Common Objections

- Plastic bag bans distract from other environmental problems.
- I use my plastic bags for garbage and pet waste bags. Banning plastic bags will mean I have to purchase garbage bags, resulting in no reduction of plastic bags.
- Bags should degrade in landfill and not last thousands of years.
- I recycle my bags, so why ban them?
- Plastic bags are so small and lightweight that they do not account for a large amount of the single-use plastics.
- Bringing my own bags in inconvenient.
- A plastic checkout bag ban would be a burden on local businesses.

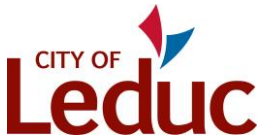


Page 177 of 329
LEAB

**Leduc Environmental
Advisory Board**

Questions





COUNCIL REQUEST FOR DECISION

MEETING DATE: December 2, 2019

SUBMITTED BY: D. Melvie, GM, Community & Protective Services
B. Knisley, Director, Facility & Property Services

PREPARED BY: Same

REPORT TITLE: Golf Club Land and Lease Approval

EXECUTIVE SUMMARY

City Council Reps and City Administration have been working with the Golf Course over the past year to complete an agreement that would see the transition of the ownership of the Golf Course property to the City of Leduc, and create a long-term lease for the Leduc Golf Club to operate the facility. In return for the property the City of Leduc will assist the Golf Club with specific capital improvements ensuring the longevity of the club and ensuring the sustainability of this valuable green space within the City of Leduc. An additional benefit to the City of Leduc is the opportunity for the facilities to be utilized for additional programming in the area of year-round outdoor activities, and allowing for the establishment of the multiway connection across the west end of the property.

RECOMMENDATION

That Council approve the proposed Agreement between the City of Leduc and the Leduc Golf Club, and authorize the City Manager to execute the Agreement and other documents necessary to give effect thereto.

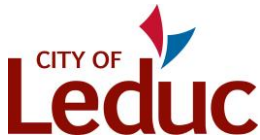
RATIONALE

On March 11, 2019, Council approved the signing of a Memorandum of Agreement and Statement of Intentions (MOA) with the Leduc Golf and Country Club (the Club) to continue the working relationship and establish principles with respect to the potential ownership and operations of the Golf Course Lands.

The letter of intent outlines that the Club will gift the Golf Course Lands to the City in exchange for the City planning for and making capital improvements to Course facilities such as the clubhouse, pro shop, required parking, irrigation and other related infrastructure upgrades. In addition, the Club and the City would negotiate an operating agreement or lease where the Club will operate the golf course as a public course.

Since signing of the Memorandum, Administration has been working to determine the cost for some key components of the immediate capital upgrades. In addition, the joint negotiating committee with the Club has identified a sub-committee to develop an agreement to reflect the transfer and subsequent lease of the golf course land (the "Transfer and Lease Agreement"). The agreement has been vetted by the sub-committee and is now being prepared for final approval. Key points of the agreement include:

- Transfer of Title: Title to the Premises will need to be transferred to the City as soon as practicable following execution of the Agreement. It is proposed that the transfer could take place no later than March 31, 2020. This is based on the following conditions;
 - i. the City confirming, by December 15, 2019, its satisfaction with the physical condition of the Premises; and
 - ii. Council passing, by March 1, 2020, a Guarantee Bylaw providing a guarantee for debt for the Club (or a Borrowing Bylaw if the City is asked to co-sign rather than guarantee the loan). Currently the Club uses



COUNCIL REQUEST FOR DECISION

their land as security for a line of credit and loan from their bank. Staff will ensure that the terms of the applicable loan instrument are acceptable prior to bringing a Bylaw forward for Council consideration.

- Transfer Back: If the City has not undertaken any Capital Improvement within five (5) years of entering the Club would have the right to demand from the City transfer of the premises back to the Club. In the case of a transfer back, the City would pay to the Club the market value of the portion of land used for the multiway extension.
- Operations: The premises will be leased to the Club for all golf operations and the Club would be expected to rent out the facilities for other events and provide food and beverage service accordingly. The City will not be responsible for operations.
- Capital Improvements: Subject to budgetary approval, the City will fund and undertake capital improvement that include:
 - Reconstructed clubhouse and event facility (the PGB Facility)
 - Winter protection system for greens
 - Upgrades to/replacement of the golf course irrigation system
 - Required parking facilities
 - Related site work and utility servicing upgrades
- Term: There has been discussion related to how long the term of the agreement would be. At the request of the Club the term of the agreement has been set at 50 years plus two consecutive renewal periods of 25 years.
- Annual Rent: There has been significant discussion related to the development of an annual rent that takes into consideration revenue impacts through the course of capital improvements and also allows for the long term viability of the Club. Key terms in the draft Agreement include:
 - a. Until completion of the PBG Facility, LGCC shall pay to the City Annual Rent in an amount equivalent to fifty percent (50%) of LGCC's net profits in the applicable term year, plus GST.
 - b. Commencing the first day of the PBG Facility operations and continuing through the Term, LGCC shall pay to the City Annual Rent a total amount equivalent to fifty percent (50%) of LGCC's net profits in the applicable term year, plus GST, and either of the following, as applicable:
 - i. an amount equivalent the municipal property tax and requisitions payable with respect to the Premises, plus GST; or,
 - ii. if municipal property tax and requisitions, to any degree, are exempted or forgiven by Council, the amount equivalent to that which would be payable in the applicable year, plus GST, if such exemption or forgiveness was not in effect.
- Joint Advisory Committee / City Representation:
 - While not specified in the draft Agreement, it is understood that City Council will appoint two members to the Club Board. This will need to be clarified in the Club's bylaws and Council would need to appoint representatives through the regular appointment process
 - There will also be a joint advisory committee to periodically review the lease, plan capital improvements and advise on other matters the City or Club may request. Membership on this committee will include:
 - the two (2) members appointed to the Board by Council,
 - one (1) member of City administration appointed by the City Manager;
 - two (2) directors of LGCC appointed by the Board;
 - one (1) member of LGCC administration appointed by the Board.



COUNCIL REQUEST FOR DECISION

- Community Access: Administration has stressed to the Club the importance of broader community access, particularly in the off season (i.e. ski trails, potential outdoor rink) and targeted reductions in rates for Leduc residents. The draft agreement outlines that upon proof of residency, residents of the City of Leduc would be entitled to a discount of no less than ten percent (10%) on regular-priced greens fees, and banquet facility rental fees.

Along with discussion related to the agreement, Administration has worked with the Club to identify a new multiway alignment on the west side of the golf course.

STRATEGIC / RELEVANT PLANS ALIGNMENT

The acquisition of this property allows for ease of construction of the multiway connection across the west end of the property.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

Administration has been advised that a motion to approve the partnership agreement with the City of Leduc was passed unanimously at a special shareholders meeting of the Leduc Golf Club on November 16th.

RISK ANALYSIS: FINANCIAL / LEGAL: FINANCIAL

To date the City of Leduc has contributed \$200k (in 2019) towards the purchase of new tarps to protect the greens in the winter.

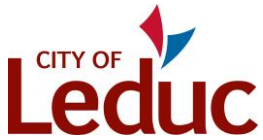
Funding for capital upgrades for new facility development has been incorporated into the 2020 to 2029 capital plan. In 2020 \$3.9 million has been budgeted to allow for demolition of existing facilities, new facility design, construction and related utility / servicing connections; to be funded by debenture (\$3.5M) and city reserves (\$400k). Debenture funding will have an operational impact and it is \$170K for 2020. In 2021 there is placeholder of \$1.2 million which is unfunded for parking lot upgrade requirements. Recognizing that the irrigation upgrades can proceed at a later time they were not added to capital plan and will need to be added in the applicable operating / capital budget year when determined.

It is also important to recognize that the Golf Course currently pays \$55k in total taxes (\$35k municipal tax). It is expected that the Club will request an exemption at some point following transfer of title and if this is the case there will be \$35k in lost municipal tax revenue and the remaining \$20k in provincial requisitions will be spread amongst remaining taxpayers.

IMPLEMENTATION / COMMUNICATIONS:

With Council's approval of the Agreement, Administration will work through the conditions phase of the proposed transaction. As noted, in the coming weeks a draft bylaw in support of the loan guarantee (or borrowing) will be presented to Council for approval. Transfer will follow the satisfaction or waiver of conditions, and design work for the new Clubhouse will commence concurrently or shortly thereafter.

Administration will provide communications with respect to the arrangement with the Golf Club including the multiway.



COUNCIL REQUEST FOR DECISION

ALTERNATIVES:

Council determines that they are not in agreement with the terms of the Land Transfer and Lease Agreement and provide direction to administration on how to proceed.

ATTACHMENTS

Golf Club Land Transfer and Lease Agreement. Final

Schedule D – Multiway Trail Plan

LAND TRANSFER AND LEASE AGREEMENT

Between:

THE CITY OF LEDUC
(the "City")

- and –

LEDUC GOLF & COUNTRY CLUB
(the "LGCC")

WHEREAS:

- i. the Land is owned by LGCC,
- ii. the Parties wish to transfer the Land to the City,
- iii. the Parties wish for LGCC to continue to operate a golf course and events facility on the Land following transfer, and for LGCC to retain responsibility for all Operating Costs as may be offset by operational and other revenues, and
- iv. the Parties wish for the City to undertake and maintain responsibility for certain capital improvement projects and costs;

NOW THEREFORE, in consideration of the mutual covenants contained herein, including the payment of ten dollars (\$10.00) by the City to LGCC, the receipt and sufficiency of which amount is hereby acknowledged, the Parties agree as follows:

INTERPRETATION

1. Interpretation

- a. In this Agreement, the following definitions apply:
 - i. "Agreement" means this duly executed Land Transfer and Lease Agreement, including Schedules, and any written and duly executed amendments to the same;
 - ii. "Annual Rent" means the annual rent due and payable under the Lease;
 - iii. "Board" means LGCC Board of Directors;
 - iv. "Building" means any building or structure, including below-grade foundations and areas enclosed therein, located on the Premises, including but not exclusive of any club house or pro shop, tournament or banquet facility and any equipment storage facility;
 - v. "Chattels" means the unattached property owned by LGCC, including maintenance tools and equipment, appliances, hospitality wares, etc., whether such property is on the Land or offsite;
 - vi. "City" means the municipal corporation of the City of Leduc;

- vii. "City-Funded Capital Improvement" means a capital improvement described in Schedule B, as the Parties may agree to amend from time to time, or an improvement to an asset described in Schedule B;
- viii. "City Manager" means the City's chief administrative officer;
- ix. "Council" means the duly-elected Council of the City of Leduc;
- x. "Early Termination" means early termination of the Lease as described in the terms and conditions thereof;
- xi. "Fixtures" means property that is affixed by any means to any part of the Premises;
- xii. "Committee" means the Golf Course Advisory Committee established under this Agreement;
- xiii. "General Building Electrical" means the main electrical service in a Building inclusive of sub-panels, light fixtures and electrical outlets;
- xiv. "Hazardous Material" means any substance or material which by its mere presence may cause an adverse environmental condition and in particular, may include (but is not limited to) petroleum products and by-products, contaminants, pollutants, dangerous substances, industrial wastes, toxic substances, hazardous wastes, materials or substances as defined in or pursuant to any federal, provincial or municipal law, bylaw, regulation or order. For the purposes of this Agreement, "Hazardous Material" shall not include common and commercially available household cleaners;
- xv. "Initial Term" means the initial term of the Lease, pre-existing any period of renewal;
- xvi. "Land" means the parcel of land legally described in Schedule A;
- xvii. "Lease" means the lease of the Premises by LGCC, the terms and conditions of which are attached as Schedule C;
- xviii. "LGCC" means the Leduc Golf & Country Club, a non-profit organization incorporated under Part 9 of the *Companies Act* RSA 2000 c.C-21, its successors, and assigns;
- xix. "Multi-Way Trail" means the portion of the Land that is designated and/or used for the planned extension of the City's multi-way pedestrian trail, the plan of which is attached as Schedule D;
- xx. "Operating Costs" means all costs of occupying, operating and maintaining in good repair the Premises including, without limitation, Utility Charges, Taxes, insurance premiums and other general fees or charges. For the purposes of interpretation, "Operating Costs" shall not include costs and expenses specifically assigned to the City under this Agreement;
- xxi. "Partial Destruction" shall mean any damage to the Premises that does not qualify as Total Destruction, but which renders all or any part of the Premises temporarily unfit for LGCC's activities;
- xxii. "Party" means, in context, either the City or LGCC;

- xxiii. "Parties" means the City and LGCC;
- xxiv. "PBG Facility" means the purpose-built golf pro shop, clubhouse and event facility to be newly constructed on the Land as a City-Funded Capital Improvement;
- xxv. "Premises" means the whole of the Land, and all Buildings and Fixtures thereon, excepting out the Multi-Way Trail. The Parties may amend the dimensions and description of the Premises from time to time where appropriate or necessitated due to the construction of improvements not intended to directly enhance the golf course or event facility operations;
- xxvi. "Rent" means Annual Rent, Operating Costs and any other amount, plus any applicable goods and services tax whether indicated herein or otherwise, that is due and payable to the City by LGCC under this Agreement;
- xxvii. "Schedule" means a schedule attached to and forming part of this Agreement, namely:
- Schedule A – Legal Description of Land
 - Schedule B – City-Funded Capital Improvements
 - Schedule C – Lease Terms and Conditions
 - Schedule D – Multi-Way Trail Plan
- xxviii. "Section" means a section of this Agreement;
- xxix. "Subsection" means a subsection of this Agreement;
- xxx. "Taxes" means any taxes and fees attributed to LGCC's occupation and use of the Premises, including but not exclusive to municipal property tax, Provincial education tax, other Provincial requisitions, business tax, income tax, sales tax, and license fees, all as lawfully imposed and net of any exemptions or other concessions granted by any duly-appointed taxing authority;
- xxxi. "Term" means the period of time set out under Schedule C, including the Initial Term and any renewal period, during which the Lease is effective;
- xxxii. "Total Destruction" shall mean such damage that renders the Premises unfit for the purpose of LGCC's permitted activities, to the extent that the Premises cannot reasonably be repaired or rebuilt within ninety (90) days after the occurrence of the damage. A certificate of an architect appointed by the City certifying that Total Destruction has occurred shall be deemed conclusive; and
- xxxiii. "Utility Charges" means all utility service costs relating to the Premises, whether charged directly to LGCC's utility account(s) or indirectly by the City as a cost recovery, including, without limiting the generality of the foregoing, costs relating to natural gas service, supply of electricity, garbage removal service, water and sewer service, and telephone/cable/internet service charges.
- b. All words contained in this Agreement shall be read as the singular or the plural and as the masculine, feminine or neuter gender as may be appropriate.

- c. The headings contained in this Agreement are inserted for convenience of reference only and shall not be considered for the purposes of interpretation.

EXECUTION

2. Signing Authority

Each Party represents to the other that:

- i. its respective signatory is duly authorized to execute this Agreement on behalf of the executing Party; and
- ii. the other Party is entitled to rely on such execution to bind the executing Party to the terms of this Agreement.

GOVERNING PRINCIPLES / ADVISORY COMMITTEE

3. Statement of Joint Principles

This Agreement outlines the terms and conditions upon which the Land will be transferred to the City and subsequently leased by LGCC. The Parties agree that the following general principles and objectives shall guide the transfer and the Parties' continuing relationship:

- i. The City shall be the legal and beneficial owner of the Lands, subject to the Lease of the Premises by LGCC. Management and maintenance of the Premises shall be conducted by LGCC.
- ii. Over the course of the Term there shall be development of capital facilities or improvements upon the Lands to enhance golf course utilization and services, and enhance community utilization and enjoyment of the Lands consistent with golf course enjoyment and utilization. Subject to budgetary approval, the City shall fund and undertake the City-Funded Capital Improvements and except as otherwise indicated in this Agreement, all other expenditures related to the use and occupation of the Premises shall be the responsibility of LGCC.
- iii. Capital improvements to the Land shall be jointly-visioned and planned through the Committee.
- iv. The Parties acknowledge that the timely construction of the PBG Building, in particular, is critical to the continued viability and enhancement of the golf course operations.
- v. The dimensions and description of the Premises may be amended from time to time if appropriate to exclude improvements to the Land that are not intended to enhance the golf course and event facility operations.
- vi. It shall be a condition of this Agreement that the City facilitate LGCC's continuing operations on the Lands by supporting, under terms acceptable to the City, the continuation of LGCC's existing credit funding.
- vii. Subject to the terms of the Lease, LGCC shall be entitled to collect and retain revenues related to its operations.

- viii. In operating the recreational facilities under the Lease the LGCC shall maintain a competitive fee structure that ensures accessibility to interested residents and the general public.

4. Advisory Committee

- a. The Parties shall jointly establish and maintain an advisory committee to specifically consider, evaluate and make recommendations pertaining to matters governed by or arising under this Agreement from time to time within the spirit of the Statement of Joint Principles, such as the following:
 - i. periodic review of the Lease, its performance and terms, to make recommendations as to renewals and possible revisions to its terms;
 - ii. initial visioning and planning toward possible capital improvements;
 - iii. planning to manage and minimize disruptions to golf course operations in connection with undertaking of capital improvements;
 - iv. reporting or advising on such other matters as the City or LGCC may request from time to time.
- b. Unless and until otherwise agreed between the Parties, the Committee shall be comprised the following six (6) individuals:
 - i. the two (2) members appointed to the Board by Council,
 - ii. one (1) member of City administration appointed by the City Manager;
 - iii. two (2) directors of LGCC appointed by the Board;
 - iv. one (1) member of LGCC administration appointed by the Board.
- c. The City and LGCC each covenant and agree to facilitate the effective operation of the Committee and to accord to its recommendations significant deference.

CONDITIONS / TRANSFER

5. Conditions / Records / Right of Entry

- a. Notwithstanding any other provision hereunder, the transfer of Land contemplated in this Agreement is conditional upon:
 - i. the City confirming, by December 15, 2019, its satisfaction with the physical condition of the Premises; and
 - ii. Council passing, by March 1, 2019, a Guarantee Bylaw in the event of guarantee, and/or Borrowing Bylaw, in the case of a co-signing, with respect to debt instrument(s) held by LGCC as principal debtor (whether secured against the Land or otherwise), the form of which debt instrument(s) shall be agreeable to the City.
- b. Unless the Parties otherwise agree, this Agreement is null and void if the conditions referenced under Subsection (a) are not satisfied or waived by the respective dates therein.

- c. To facilitate the City's evaluation of the condition of the Premises, upon the execution of this Agreement:
 - i. LGCC shall furnish the City with all requested records in LGCC's possession pertaining to the condition of the Land and LGCC's historical operations on the Land, including but not exclusive of environmental and financial records; and
 - ii. the City may access the Land in order to conduct inspections, surveys and environmental studies ("Right of Entry"). In exercising its Right of Entry, the City shall avoid interfering with LGCC's normal operations on the Land.

6. Multi-Way Trail

Following execution of this Agreement, and notwithstanding that the transfer of the Land is pending, the City shall have access to the Land for the purposes of constructing the Multi-Way Trail. The City and the public shall have full and unobstructed access to the Multi-Way Trail once constructed.

7. Land Transfer

- a. Title to the Land shall be transferred to the City as soon as practicable following notice of satisfaction or removal of conditions set out in Section 5, and in any event, no later than March 31, 2020.
- b. The Parties shall execute and process all documents required to ensure timely transfer of the Land.
- c. Excepting any reference to LGCC debt instruments that the City permits, title to the Premises shall be cleared of all financial encumbrances prior to or concurrent with transfer, or forthwith after transfer in accordance with such undertakings provided by LGCC and its legal representatives as the City deems acceptable.
- d. The following notations and registrations may survive transfer:
 - i. non-financial encumbrances in the nature of easements, utility right of ways, covenants and conditions that are normally found registered against properties of this nature or that are required as a condition of any subdivision approval or development permit;
 - ii. caveats respecting site leases held by TM Mobile Inc. and Wind Mobile Corp.
 - iii. existing or future local improvement levies and assessments against title; and
 - iv. caveats protecting either Party's interest in this Agreement.
- e. Unless acquired on behalf of the City under the City's written authority, and subject to the termination provisions of the Lease, any Chattels acquired by LGCC prior to or following transfer of title to the Land shall remain the property of LGCC.

8. Transfer Back

- a. If the City has not undertaken the construction of the PBG Facility within five (5) years of executing this Agreement, LGCC shall have the right to demand from the City, at any time thereafter and upon payment of ten dollars (\$10.00) to the City, a transfer of the Premises back to LGCC.

- b. Upon receipt of the demand and payment referenced in Subsection (a), the City shall
 - i. complete and provide all necessary documentation to LGCC in order to effect the transfer, to be completed at the City's cost; and
 - ii. concurrent with the transfer back, pay to LGCC an amount equivalent to the then-appraised market value of the Multi-Way Trail.

9. Representations and Warranties

LGCC represents and warrants that, to the best of its knowledge:

- i. there are no Hazardous Substances affecting or existing on the Land in excess of Provincial or Federal environmental guidelines or in violation of Provincial or Federal regulations;
- ii. no regulatory Orders have been issued with respect to the existence or abatement of Hazardous Substances on the Premises;
- iii. LGCC has full power, right and authority to enter into the transactions contemplated in this Agreement;
- iv. there are no litigious proceedings, pending litigious proceedings, or regulatory investigations that may affect all or part of the Premises; and
- v. there are no unregistered 3rd party interests, liens, charges, claims or encumbrances (or rights thereto, whether monetary or otherwise) not otherwise acknowledged in this Agreement that affect the Land.

10. Lease

- a. Immediately upon completion of the transfer of the Land to the City, without further agreement, the Lease of the Premises to LGCC shall take effect in accordance with the terms and conditions of this Agreement and in particular, those outlined in Schedule C.
- b. Subject to the City's right to access, inspect and improve the Premises as noted herein, LGCC shall have peaceable and quiet possession of the Premises for the Term.
- c. Any early termination or expiry of the Lease will have the effect of terminating the Agreement without further action or requirement of either Party.

GENERAL

11. Notice

- a. Any notice required by this Agreement shall be in writing and may be delivered personally to the address for service of either of the Parties, or by registered mail, in which case it shall be deemed to be served five (5) days after depositing the same in any post office in Alberta.
- b. In the event of a postal service disruption, such notice shall be deemed effective five (5) days following the resumption of normal mail service.

- c. The Parties' respective addresses for service are as follows (unless otherwise advised in writing):

The City of Leduc
#1 Alexandra Park
Leduc, AB T9E 4C4
Attention: General Manager, Community and Protective Services

and

Leduc Golf & Country Club
5725 Black Gold Drive
Leduc, AB T9E 0B8
Attention: President

12. Compliance with Laws, Directives

LGCC recognizes the authority of, and shall, at its sole expense, comply with and observe the requirements of all statutes, by-laws, laws, ordinances, regulations, orders or official directives that are applicable to the Land, LGCC's activities, and LGCC's operations and obligations under this Agreement, including, without limitation, any regulation, order or requirement of the Canadian Fire Underwriters Association or any successor body having similar functions, and of any liability or fire insurance company insuring either Party.

13. City as Owner

- a. The Parties acknowledge that the City, by entering into this Agreement, is doing so in its capacity as a prospective or actual owner of real property and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta. Nothing in this Agreement shall constitute the granting by the City of Leduc of any approval or permit as may be required pursuant to the *Municipal Government Act*, R.S.A. 2000 Ch. M-26, and any amendments thereto, and any other legislation in force in the Province of Alberta.
- b. This Agreement is not intended to restrict the City of Leduc, its municipal council, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a municipal government, as a municipal council and as the officers, servants and agents of a municipal government.

14. Collateral Representations / Assignment / Amendments

- a. This Agreement constitutes the entire agreement between the Parties relating to the subject matter hereof, and neither Party is bound by any representations, warranties, promises, agreements or inducements not expressly embodied herein.
- b. This Agreement may be assigned or amended only by written agreement signed by the Parties.

15. Severance

Any provision of this Agreement declared unenforceable by a court of competent jurisdiction shall be considered separate and severable from the remaining provisions of this Agreement, which shall remain in force and be binding as though the unenforceable provision had not been included.

16. Applicable Law

This Agreement shall be construed in accordance with the laws of Alberta.

On the dates indicated below, the Parties execute this Agreement under seal by the hands of their respective, duly authorized signing authorities:

THE CITY OF LEDUC

LEDUC GOLF & COUNTRY CLUB

Per: _____

Per: _____

Date: _____

Date: _____

Schedule A – Legal Description of Land

MERIDIAN 4 RANGE 25 TOWNSHIP 49 SECTION 27
QUARTER SOUTH EAST
CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS

EXCEPTING THEREOUT:

- A) 6.50 ACRES MORE OR LESS
REQUIRED FOR RIGHT OF WAY OF THE LACOMBE AND NORTHWESTERN
RAILWAY COMPANY AS SHOWN ON PLAN 3274EO
- B) 1.21 ACRES MORE OR LESS AS SHOWN ON PLAN 5047JY
- C) 0.34 OF AN ACRE MORE OR LESS FOR ROAD AS SHOWN ON PLAN 618LZ
- D) 8.79 ACRES MORE OR LESS FOR ROAD AS SHOWN ON PLAN 3368LZ

EXCEPTING THEREOUT ALL MINES AND MINERALS

Schedule B – City-Funded Capital Improvements

The City-Funded Capital Improvements are as follows:

1. PBG Facility
2. Winter protection system for greens
3. Upgrades to/replacement of the golf course irrigation system
4. Parking facilities
5. Site works and utility infrastructure upgrades to the improvements noted in this Schedule B.

Schedule C – Lease Terms and Conditions

The following terms and conditions apply to the Lease of the Premises described in the Agreement:

1. Permitted Uses

- a. LGCC shall use the Premises solely for the purpose of operating a licensed golf club and event facility, and activities related thereto. In addition, LGCC shall accommodate recreational cross country skiing on the Premises during winter months.
- b. Use of the Premises shall be open to the public subject to the payment of required access fees. LGCC shall not charge fees for public access to, and use of, the Premises for the purposes of recreational cross country skiing.
- c. LGCC:
 - i. shall advertise, promote and allocate to the public the use of the Premises, or any part thereof, for purposes that are consistent with the uses permitted under this Section;
 - ii. shall establish rules, regulations and rates for the use of the Premises, and collect revenues generated in conjunction with such use; and
 - iii. may restrict the use of the Premises for the exclusive use of its membership from time to time as is reasonably appropriate in the context of the Premises being a public facility.

2. Condition of Premises

LGCC shall lease the Premises “as is”, and acknowledges that the City makes no warranty regarding the condition or suitability of the Premises, or any part thereof, for any purpose.

3. Business Expenses / Revenues

- a. All costs and expenses associated with operating its business on the Premises shall be borne by LGCC.
- b. LGCC shall be at liberty to charge fees as it deems reasonable and appropriate for access to the facilities and services provided on the Premises; however, upon proof of residency, residents of the City of Leduc shall be entitled to a rate discount of no less than ten percent (10%) on regular-priced greens fees and banquet facility rental fees. This compulsory discount shall not apply to food and beverage services.
- c. LGCC is entitled to continue receiving lease revenue relating to the third party cellphone/communication towers erected on the Land prior to transfer of the Land. Any lease payments made directly to the City by the applicable sub-tenants shall be forwarded to the LGCC forthwith upon receipt.

4. Use Restrictions

- a. Except as the City permits under this Agreement, LGCC shall not be entitled to assign or sublet any part of the Premises, or assign, mortgage or transfer this Lease or the term or any portion thereof, or let, sublet, grant a concession or part with

possession of all or any part of the Premises. For clarity, a (sub)contract to provide a service related to a permitted use shall not be considered an assignment of the Agreement or a sublease, however:

- i. LGCC shall ensure that all (sub)contractors observe the terms of the Lease so as not to cause a violation thereof;
 - ii. LGCC shall ensure that all (sub)contractors are qualified to provide the service in a professional and prudent manner;
 - iii. LGCC shall ensure that all (sub)contractors maintain appropriate insurance and required workers' compensation coverage; and
 - iv. notwithstanding the existence of any (sub)contract, LGCC acknowledges that it remains responsible to the City for full compliance with the terms of the Lease.
- b. LGCC shall not use any portion of the Premises for purposes not permitted under the Lease. Without limiting the generality of the foregoing, LGCC shall not use or permit the Premises to be used for or in conjunction with:
 - i. any commercial activity that is inconsistent with authorized uses of the Premises;
 - ii. nuisance activities;
 - iii. any act or omission that may damage the Premises or surrounding property;
 - iv. any act or omission that violates or invalidates any policy of insurance held by the City or LGCC, including but not limited to abandonment of the property as defined under such policies of insurance; or
 - v. any purpose that violates any federal, provincial or municipal law, bylaw, regulation or order.
- c. LGCC shall not bring onto or store within the Premises any Hazardous Materials other than in accordance with the City's written permission.

5. **Term of Lease**

- a. The Lease shall commence on the date the Land is transferred to the City and shall continue thereafter for an Initial Term of fifty (50) years.
- b. The Lease is renewable for two (2) consecutive twenty-five (25) year terms, under the same terms and conditions except as the Parties otherwise agree. Each renewal shall take effect without further agreement unless either Party notifies the other at least two (2) years prior to the expiry of the Initial Term or renewal period, as the case may be, that the notifying Party does not wish to renew.
- c. If LGCC, without the City's objection and without any written agreement to the contrary, remains in possession of the Premises after the expiration of the Term, LGCC shall lease the Premises on a month-to-month basis, subject otherwise to the provisions of this Lease (which shall be read with such changes as are appropriate to a monthly tenancy).

6. **Early Termination**

If at any time during the Term the City or any other regulatory or managing authority declares the Premises unsafe for human habitation, upon thorough review of the relevant circumstances the City may elect to:

- i. order LGCC to cease its normal use of the Premises and remedy, to the City's satisfaction, the unsafe nature of the Premises prior to resuming normal activities thereon; or
- ii. immediately terminate this Lease and demand a surrender of the Premises.

7. Annual Rent

- a. Until completion of the PBG Facility, LGCC shall pay to the City Annual Rent in an amount equivalent to fifty percent (50%) of LGCC's net profits (revenue over expenses) in the applicable term year, plus GST.
- b. Commencing the first day of the PBG Facility operations and continuing through the Term, LGCC shall pay to the City Annual Rent a total amount equivalent to fifty percent (50%) of LGCC's net profits (revenue over expenses) in the applicable term year, plus GST, and either of the following, as applicable:
 - i. an amount equivalent the municipal property tax and requisitions payable with respect to the Premises, plus GST; or,
 - ii. if municipal property tax and requisitions, to any degree, are exempted or forgiven by Council, the amount equivalent to that which would be payable in the applicable year, plus GST, if such exemption or forgiveness was not in effect.
- c. Annual Rent amounts referenced in Subsections (a) and (b) shall be adjusted as necessary to account for the PBG Facility becoming operational during the course of a Term year.
- d. LGCC shall provide a full accounting to the City for the purposes of this Section, and upon request, LGCC shall provide the City with access to its audited financial statements and other financial information as the City may require.
- e. For each year payable, Annual Rent is due six (6) months following the end of the applicable Term year.
- f. In addition to Annual Rent, on an ongoing basis, LGCC shall be responsible for and shall pay when due, all Operating Costs. LGCC shall, on demand, reimburse the City for any Operating Cost payments made by the City on behalf of LGCC.
- g. Any amount owing to the City that remains unpaid after the respective due date shall be subject to interest at a monthly rate of 1.5% (or 18% per annum) on the principal owing.
- h. Any amount payable by LGCC hereunder shall be paid without any deduction, set-off or abatement.
- i. The obligation of LGCC to pay any of the aforementioned amounts owing, accrued or unpaid at the end of the Term shall survive the expiration or early termination of this Lease.

8. Maintenance, Repair and Replacement

- a. LGCC shall maintain the Premises in good condition and in a good state of repair during the Term. Without limiting the generality of the foregoing, LGCC is responsible to:
 - i. maintain the golf course in accordance with professional golf course management practice;
 - ii. have duly certified personnel inspect, on an annual basis, each Building's heating, ventilating and air conditioning equipment, retain all records of such inspections, and supply such records to the City upon request;
 - iii. with respect to each Building, keep and maintain the heating, ventilating and air conditioning equipment, plumbing, General Building Electrical and the Building envelope in good working condition;
 - iv. repair, replace, and maintain all equipment, furnishings, chattels, window coverings, and appliances located on the Premises;
 - v. repair, replace and maintain the fire suppression system and life safety equipment within each Building, and have the system and equipment regularly inspected by qualified personnel in accordance with applicable legislative standards;
 - vi. clean any kitchen grease traps and kitchen exhaust system on a regular basis; and
 - vii. provide clear, safe access to all commonly-used entrance points to the Premises and to the Buildings.
- b. LGCC shall notify the City in advance of any required repair or replacement, and shall cause all required maintenance, repair or replacement to be performed promptly, in a safe and professional manner, and in accordance with manufacturers' specifications.
- c. Repairs and replacements for which LGCC is responsible under this Lease shall be completed at LGCC's sole cost, except that the City shall be responsible for any single component's repair or replacement costs that exceed ten thousand dollars (\$10,000), which amount shall be reviewed and may be adjusted by the City every five (5) years to account for inflation.
- d. As a condition of its contribution under Subsection (c), the City shall be entitled to review all plans, estimates and invoicing pertaining to the applicable repair or replacement initiative, and may withhold payment until the same meet the City's approval.
- e. Regular inspections of the Premises may be conducted by the City in accordance with an inspections schedule shared with LGCC. LGCC will be provided with a record of inspection on each such occasion, and shall address any noted maintenance deficiencies or requirements in a prompt manner as directed by the City.
- f. Notwithstanding Subsection (e), with reasonable notice the City may enter the Premises as it deems necessary from time to time in order to inspect the state of its

maintenance and repair. LGCC shall promptly comply with any directive rendered by the City as a result of such inspections.

- g. If LGCC fails to discharge any obligation under this Section, the City may elect to rectify the failure at LGCC's sole expense.

9. Custodial Services

- a. LGCC at its sole expense shall be responsible for procuring custodial services with respect to the Premises and for keeping the Premises in a reasonable condition of cleanliness.
- b. If LGCC fails to comply with Subsection (a), the City shall, at its option, provide or have its designated agents or contractors provide custodial services, the cost of which shall be paid to the City by LGCC upon the City's issuance of the applicable invoices.

10. Major Repair

- a. In the event of Partial Destruction of the Premises, or if at any time the City determines that a major repair of any portion of the Premises is necessary, the City may require that LGCC vacate that portion of the Premises while the repair is undertaken. LGCC shall be provided with written notice as would be reasonable under the circumstances.
- b. In the event of Total Destruction of the Premises, or if the City determines that any necessary major repair(s) to any significant portion of the Premises would be cost prohibitive, the City may elect to terminate the Lease upon providing LGCC with written notice as would be reasonable under the circumstances.
- c. The City shall not be liable or in any way responsible to LGCC with respect to any loss, injury or damage, economic or otherwise, alleged to have been caused by the requirement to vacate any portion of the Premises, or termination of the Lease in accordance with this Section.

11. City-Funded Capital Improvements

- a. Unless the Parties otherwise agree in writing,
 - i. City-Funded Capital Improvements shall be planned, constructed and completed at the City's expense, except that a City-Funded Capital Improvement necessitated by any act, omission, neglect or default of LGCC as reasonably determined by the City in its sole discretion, may be completed by the City at LGCC's expense; and
 - ii. any capital improvement not listed in Schedule B of the Agreement as a City-Funded Capital Improvement shall be planned, constructed and completed at LGCC's expense.
- b. The Parties shall work collaboratively to plan City-Funded Capital Improvements, however final authorization rests with the City and implementation is subject to the City budgetary approval.
- c. In undertaking a City-Funded Capital Improvement project, the City shall endeavor to complete the construction in a manner that causes the least disruption to LGCC's

operation, however at no time shall it be responsible for any revenue or business losses alleged by LGCC as a result of such construction.

- d. Unless the City otherwise specifies in writing, ownership of all fixtures and improvements placed in and on the Premises by the City shall remain with the City upon the Lease's expiration, Early Termination, or termination-for-cause.
- e. Notwithstanding LGCC's maintenance and repair obligations, the City shall rectify and repair structural defects or weaknesses in the design or construction of City-Funded Capital Improvements, including, without limitation, the roof, interior concrete slab floors and exterior walls.

12. Leasehold Improvements by LGCC

- a. LGCC shall not, without the City's prior written approval, construct on or attach to the Premises any fixture, leasehold improvement or similar structure.
- b. Any proposed plan for construction or development of the Premises by LGCC shall be submitted for City's approval in advance of implementation. The submission to the City shall include the following information:
 - i. anticipated procurement process;
 - ii. site drawings;
 - iii. development costs;
 - iv. timelines for development;
 - v. details of activities requiring the City's assistance; and
 - vi. any other information the City reasonably requests.
- c. If the City approves the construction or development referenced in Subsection (b), such approval is subject to the issuance of all applicable regulatory approvals or permits.
- d. LGCC shall ensure that only duly certified personnel undertake and complete approved construction work, and that all contracting parties carry an appropriate level of insurance (including all appropriate insurance coverage endorsements and workers' compensation coverage requirements) that pertain to the contracted undertaking.
- e. LGCC shall ensure that all contracting parties are paid for services rendered, and no builders' liens or suppliers' liens are registered or claimed against the Premises. If any such lien is registered, LGCC shall effect a discharge of the same within twenty-one (21) days of registration, failing which the City may (but is not obligated to) effect the discharge. Any costs incurred by the City in dealing with a lien, including solicitor-client costs, shall be a debt owing to the City by LGCC.
- f. Unless the City otherwise specifies in writing, all fixtures and improvements placed in and on the Premises by LGCC shall revert to the City at no cost upon the Lease's expiration, Early Termination, or termination-for-cause.

13. Signage

- a. LGCC shall not place or permit any sign, awning or advertised matter anywhere on the Premises without first obtaining the City's written consent, not to be unreasonably withheld.
- b. LGCC is responsible for all costs associated with signage on the outside and inside of the Premises as it relates to LGCC's operations.

14. Insurance

- a. Pursuant to its activities and obligations under the Lease, LGCC shall, in both its own name and in the name of the City (as an additional insured) place and maintain a policy of commercial general liability insurance. In addition, LGCC shall ensure that it maintains coverage as may be required to comply with the *Workers' Compensation Act*, RSA 2000 c.W-15. The City shall include reference to the Land and Buildings in its property insurance policy(ies).
- b. LGCC shall be solely responsible for determining that it has sufficient and effective insurance coverage as required by the City and as appropriate for the permitted use of the Premises. Acceptance or rejection of coverage by the City shall not in any way make the City liable to LGCC or imply that the City acts as a representative of LGCC further to determining the sufficiency or effectiveness of coverage.
- c. Notwithstanding Subsection (b), the City may review insurance coverage from time to time and the requisite endorsements shall be amended as the City in its sole discretion deems necessary, and in any event (unless otherwise specified by the City), the required insurance coverage shall:
 - i. not be less than five million (\$5,000,000.00) dollars per accident or occurrence, which amount shall be reviewed and may be adjusted by the City every five (5) years to account for evolving industry standards;
 - ii. disclose a waiver of the right of subrogation against the City; and
 - iii. include assurances that the insurer will not cancel or change or refuse or renew the insurance without first giving the City thirty (30) days' prior written notice.
- d. In evidence of valid insurance coverage, LGCC shall provide to the City a copy of an insurance certificate in the form attached as (or in compliance with the endorsements set out in) Appendix A attached hereto.
- e. Notwithstanding the requirements of this Section, LGCC's obligation to obtain a policy of insurance covering activities relating to the subject matter of the Agreement applies only if the City, in its sole discretion, determines that the said activities are not fully covered under another policy of insurance held by LGCC.
- f. LGCC agrees that it will not keep or use upon the Premises any article, or engage in any activity, which may be prohibited by insurance policies applicable to the Premises. In the event LGCC's occupancy of, conduct of business in the Premises (whether or not the City has consented to the same) or any acts or omissions of LGCC cause any increase in premiums for the insurance carried by the City with respect to the Premises, LGCC shall cover the costs of any such increase in premiums.

- g. The City may at its option terminate the Lease if any insurance policy required hereunder is cancelled or coverage unacceptably reduced by reason of the LGCC's activities on the Premises.

15. Indemnity

- a. Notwithstanding LGCC's obligations to maintain policies of insurance, LGCC shall at all times indemnify and save harmless the City against:
 - i. any and all losses, damages, demands, claims, liabilities, costs and expenses of every kind and nature (including solicitor-client costs) that are reasonably incurred in the prosecution, defense or appeal of any action related to the negligent acts or omissions or willful misconduct of LGCC in the purported performance or non-performance of this Agreement, or LGCC's negligent acts or omissions or willful misconduct as the same relates to the Premises prior to or following transfer; and
 - ii. any payment made in good faith in settlement of any claim arising out of, occasioned by, or in any way related to, any negligent acts or omissions or willful misconduct of LGCC in the purported performance or non-performance of this Agreement, or LGCC's negligent acts or omissions or willful misconduct as the same relates to the Premises prior to or following transfer.
- b. LGCC shall reimburse the City for all costs it so incurs (including solicitor-client costs) if the City is required to take any action, incur any costs or expend any funds, howsoever arising due to the negligent acts or omissions or willful misconduct of LGCC in the purported performance or non-performance of this Agreement, or LGCC's negligent acts or omissions or willful misconduct as the same relates to the Premises prior to or following transfer.
- c. This Section shall survive this Agreement's expiration, Early Termination, or termination-for-cause.

16. City Liability

The City shall be liable or responsible to LGCC with respect to any loss, injury or damage suffered by LGCC caused by the City's negligent or willful misconduct, except in the event that such loss, injury or damage is covered by insurance policy(ies) required hereunder.

17. Default / Suspension / Termination

- a. If LGCC:
 - i. commits a default or breaches a fundamental term of this Agreement, including but not exclusive of:
 - failing to obtain required policies of insurance, or violating or invalidating any policy of insurance held by either Party;
 - failing to pay Rent due and owing;
 - failing to make required payments on any loan co-signed or guaranteed by the City;
 - failing to operate the business in a professional and commercially reasonable manner; or

- failing to comply with any statute, ordinance, regulation, order, bylaw or City directive as the same pertains to the Premises or LGCC's activities, and LGCC's operations and obligations hereunder;
- ii. abandons the Premises;
- iii. becomes subject to bankruptcy, insolvency or collections proceedings, either by its own initiative or as pursued by a third party; or
- iv. ceases to operate or maintain status as a not-for-profit organization registered in the Province of Alberta,

the City, in its sole discretion and after considering all relevant circumstances in consultation with LGCC, may set a rectification period as the City deems appropriate and reasonable under the circumstances, and failing rectification by LGCC within such period, the City may terminate the Lease and all corresponding rights of LGCC.

- b. The City, acting reasonably in its sole discretion, may elect to suspend LGCC's rights under this Lease during the rectification period set under Subsection (a).
- c. If LGCC commits a default or breach hereunder and/or the City elects to terminate or suspend the Lease in accordance with Subsection (a) or (b), the City is entitled to exercise any number of the following remedies, as applicable:
 - i. without indemnity to LGCC and as additional liquidated damages in respect of default, the City may take ownership all improvements, trade fixtures, furnishings, equipment, inventory and chattels within and on the Premises. At its discretion the City may direct LGCC to remove at its cost any or all such items;
 - ii. give written notice of termination or suspension to LGCC, such notice to be effective the date specified in the notice;
 - iii. demand immediate payment of amounts payable hereunder, together with any such expenses as the City may reasonably incur in connection with such termination or suspension;
 - iv. enter the Premises, remove therefrom any of LGCC's personal property, and store and dispose of any such property as it in its sole discretion deems appropriate;
 - v. pay any such amounts or remedy any such breach or default on behalf of LGCC (the costs and expenses associated with the same to be paid by LGCC to the City on demand);
 - vi. exercise its right of distress, and for purposes of same follow any goods and Chattels removed from the Premises; and
 - vii. commence any other steps or remedies available to it at law or equity, none of which are waived or precluded by virtue of the City's pursuit of any other remedy referenced hereunder.
- d. The City is entitled to recover from LGCC its costs and expenses incurred in enforcing the Lease or exercising any lawful remedy, including solicitor-client costs.

18. Waiver / Force Majeure

- a. No waiver by the City of any default, breach or act of non-compliance shall operate as a waiver of the City's rights hereunder with respect to any continuing or subsequent default, breach or non-compliance.
- b. Unless a waiver is expressed in writing, no waiver shall be inferred from or implied by the City having overlooked or failing to act upon any default, breach or act of non-compliance.
- c. Notwithstanding any other provision of this Lease, neither Party shall be deemed to be in default of its obligations under the Lease if, and for as long as, any delay or non-performance is directly or indirectly caused by, or results from a *Force Majeure* event beyond the control of that Party, which events shall include, but not be limited to, strikes, civil disturbances, wars, fires, acts of God and acts of any government or branch or agency thereof; however, *Force Majeure* shall not include the late performance by subcontractors unless the delay arises out of a *Force Majeure* occurrence described in this Section.

19. Surrender of Premises

Upon expiration of the Term, Early Termination, or termination-for-cause, LGCC shall:

- i. immediately vacate and surrender the Premises to the City, except to the extent that the City requires the removal of fixtures, furnishings, contents and improvements;
- ii. pay to the City on demand the costs of removing any fixtures, furnishings, contents and leasehold improvements that LGCC failed to remove as directed; and
- iii. immediately repair all damage to the Premises, reasonable wear and tear excepted, caused by the LGCC's activities or pay to the City on demand all costs and expenses incurred by the City in repairing such damage.

Appendix A - Certificate of Insurance Requirements

Unless specified in writing, the coverage referenced below applies to all agreements with the City of Leduc. The Certificate of Insurance is to include evidence of the following (as a minimum):

- 1. Commercial General Liability, minimum of \$5,000,000 per occurrence (as may be adjusted by the City to account for evolving industry standards), including:**
 - Occurrence Property Damage
 - Non-Owned Automobile
 - Employees as additional insured
 - Products and Completed Operations
 - Broad Form Property Damage
 - Severability of Interests Clause
 - Personal Injury
 - Environmental Liability
 - Cross Liability Clause
 - Waiver of Subrogation
 - Participant Coverage included
 - Blanket Contractual Liability
 - The Commercial General Liability policy(ies) above shall apply as the primary insurance and not excess to any other insurance available to the City
 - LGCC's Legal Liability
 - 30 days written notice of cancellation or material change
 - Add the City of Leduc as "Additional Insured"

Certificates of Insurance to be forwarded to:

The City of Leduc
#1 Alexandra Park
Leduc, AB T9E 4C4
Attention: General Manager, Community and Protective Services

Schedule D – Multi-Way Trail Plan

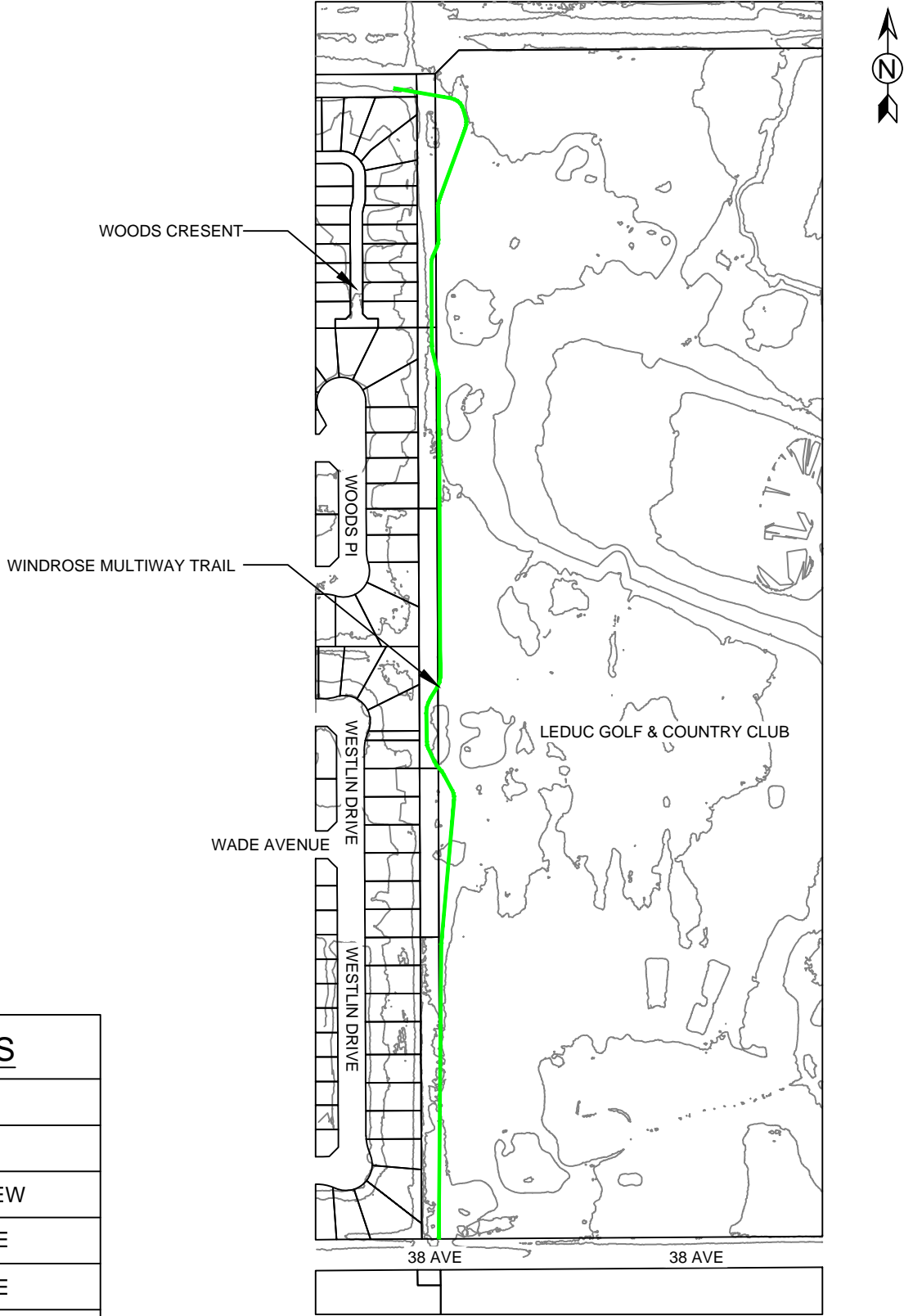
CITY OF LEDUC
PROPOSAL FOR 2020-2021
COMMUNITY ENHANCEMENT PROJECTS
(DESIGN AND CONSTRUCTION MANAGEMENT)

WINDROSE MULTIWAY TRAIL

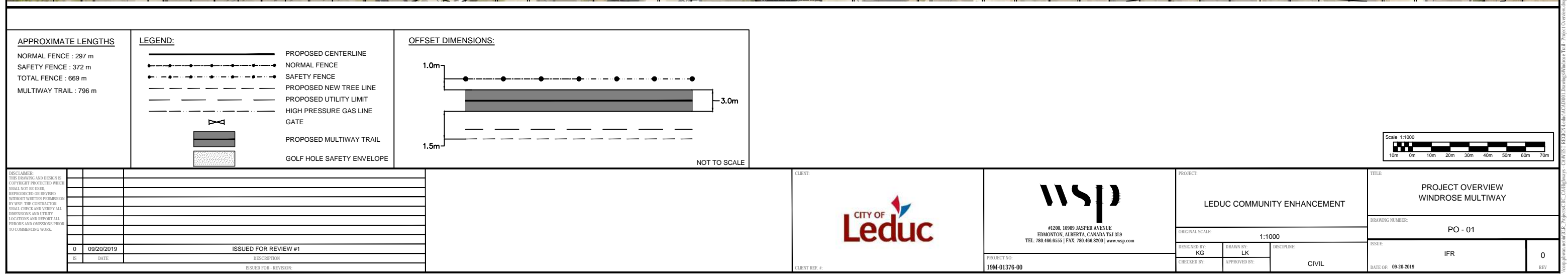


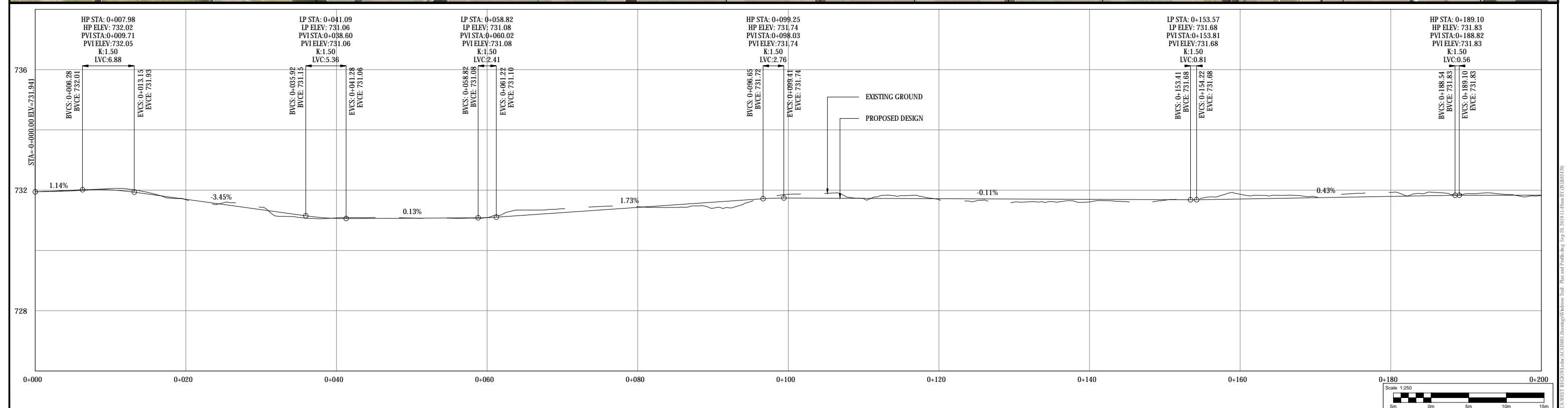
#1200, 10909 JASPER AVENUE
EDMONTON, ALBERTA, CANADA T5J 3L9
TEL: 780.466.6555 | FAX: 780.466.8200 | www.wsp.com
PROJECT NO #: 19M-01376-00









LIST OF DRAWINGS	
DWG. NO	DISCRIPTION
CO-01	COVER SHEET
PO-01	PROJECT OVERVIEW
PP-01	PLAN AND PROFILE
PP-02	PLAN AND PROFILE
PP-03	PLAN AND PROFILE
PP-04	PLAN AND PROFILE
TD-01	TYPICAL DETAILS

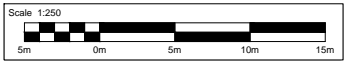
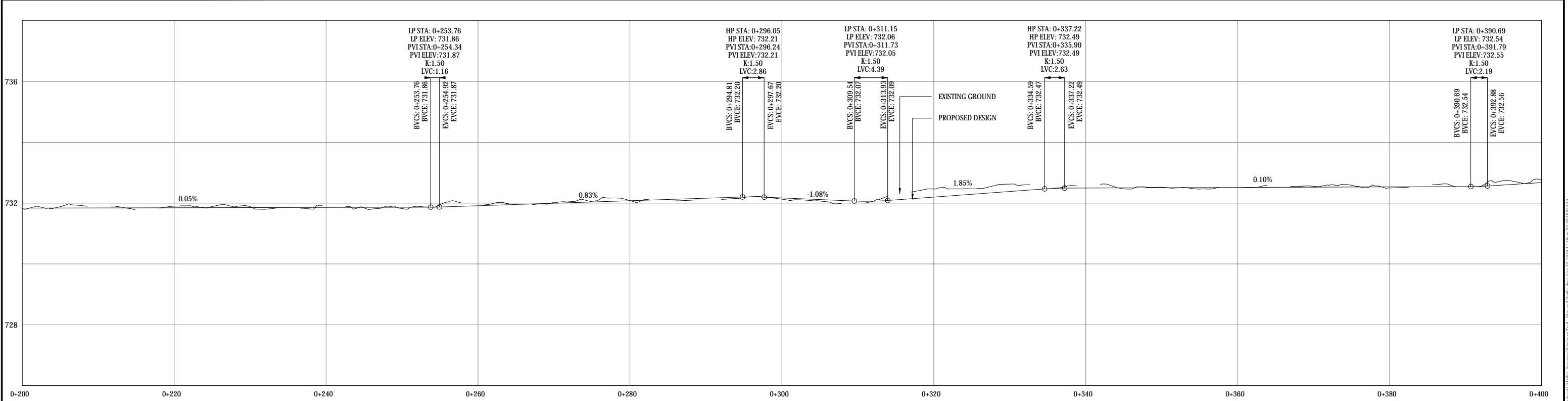
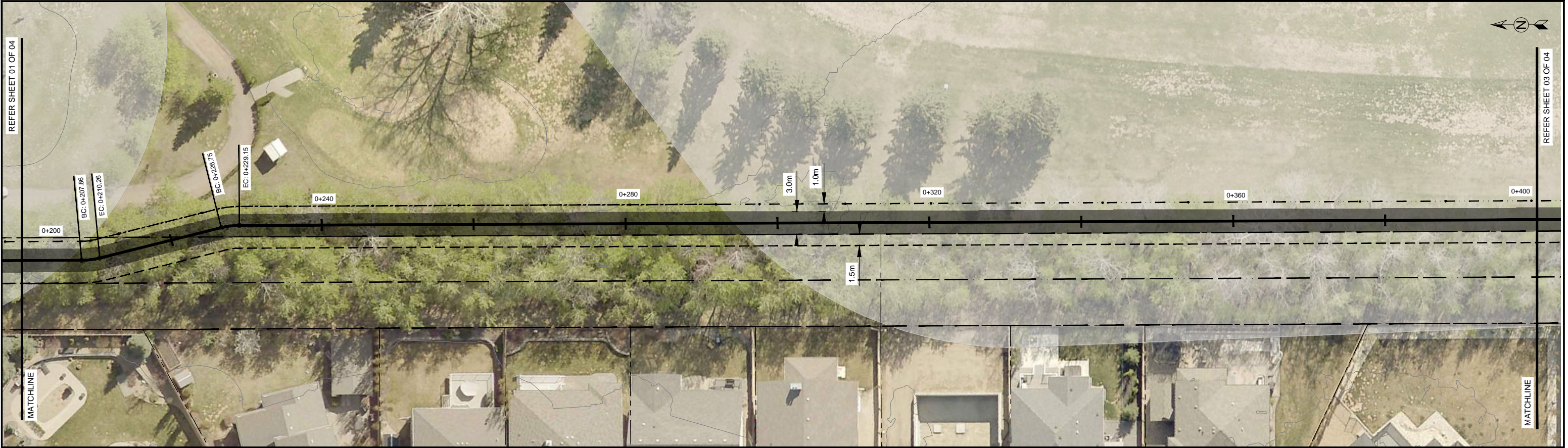


DATE : SEPTEMBER 20, 2019
FOR REVIEW





<small>DISCLAIMER: THIS DRAWING AND DESIGN IS COPYRIGHT PROTECTED WORK SHALL NOT BE USED, REPRODUCED OR REVISED WITHOUT WRITTEN PERMISSION BY WSP. THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND UTILITY LOCATIONS AND REPORT ALL ERRORS AND OMISSIONS PRIOR TO COMMENCING WORK.</small>			<small>CLIENT:</small> 			<small>PROJECT:</small> LEDUC COMMUNITY ENHANCEMENT			<small>TITLE:</small> PLAN AND PROFILE WINDROSE MULTIWAY - SECTION 01 SHEET 01 OF 04		
<small>0 09/20/2019 ISSUED FOR REVIEW #1</small>			<small>LEGEND:</small>  PROPOSED CENTERLINE  NORMAL FENCE  SAFETY FENCE  PROPOSED NEW TREE LINE  HIGH PRESSURE GAS LINE  PROPOSED MULTIWAY TRAIL  GOLF HOLE SAFETY ENVELOPE			<small>ORIGINAL SCALE:</small> HOR. 1:250 VERT. 1:250			<small>DRAWING NUMBER:</small> PP - 01		
<small>ISSUED FOR REVIEW #1</small>			<small>PROJECT NO:</small> 19M-01376-00			<small>DESIGNED BY:</small> KG			<small>DRAWN BY:</small> LK		
<small>ISSUED FOR REVIEW #1</small>			<small>CHECKED BY:</small> 19M-01376-00			<small>APPROVED BY:</small> CIVIL			<small>ISSUE:</small> IFR		
<small>DATE</small>			<small>CLIENT REF. #</small>			<small>DATE OF:</small> 09-20-2019			<small>REV</small>		



DISCLAIMER: THIS DRAWING AND DESIGN IS COPYRIGHT PROTECTED WHICH SHALL NOT BE USED, REPRODUCED OR REVISED WITHOUT WRITTEN PERMISSION BY WSP. THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND UTILITY LOCATIONS AND REPORT ALL ERRORS AND OMISSIONS PRIOR TO COMMENCING WORK.					
0	09/20/2019		ISSUED FOR REVIEW #1		
IS	DATE		DESCRIPTION		
			ISSUED FOR - REVISION:		

LEGEND:	
	PROPOSED CENTERLINE
	NORMAL FENCE
	SAFETY FENCE
	PROPOSED NEW TREE LINE
	HIGH PRESSURE GAS LINE
	PROPOSED MULTIWAY TRAIL
	GOLF HOLE SAFETY ENVELOPE

CLIENT:

CLIENT REF. #:

#1200, 10909 JASPER AVENUE
EDMONTON, ALBERTA, CANADA T5J 3L9
TEL: 780.466.6555 | FAX: 780.466.8200 | www.wsp.com

PROJECT NO:
19M-01376-00

PROJECT:
LEDUC COMMUNITY ENHANCEMENT

ORIGINAL SCALE: HOR. 1:250 VERT. 1:250

DESIGNED BY: KG
DRAWN BY: LK
DISCIPLINE: CIVIL

CHECKED BY: APPROVED BY:

TITLE:
PLAN AND PROFILE
WINDROSE MULTIWAY - SECTION 02
SHEET 02 OF 04

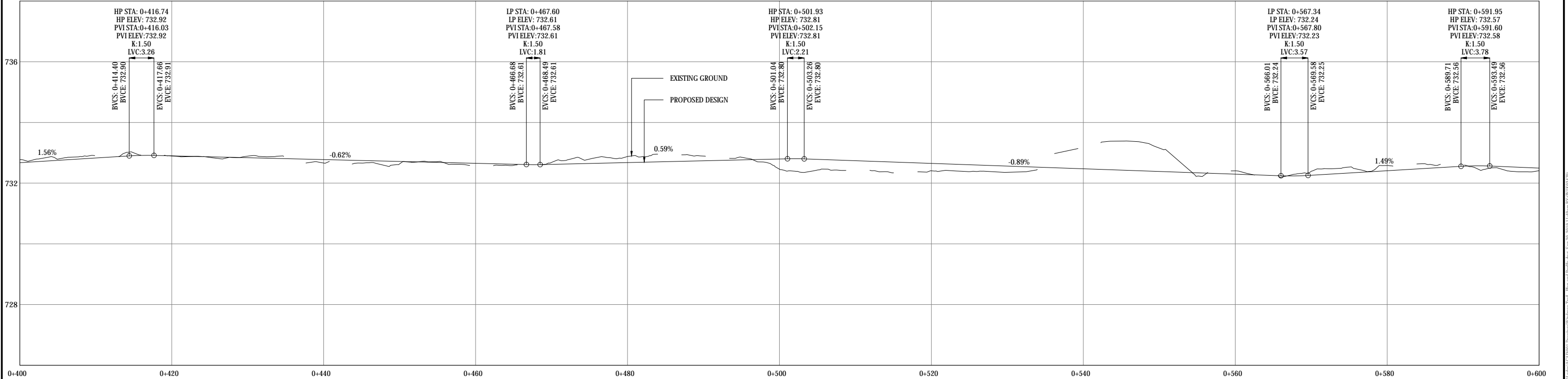
DRAWING NUMBER:
PP - 02

ISSUE:
IFR

DATE OF: 09-20-2019

REV: 0

\\complanandleduc\BLC_Proposed\BLC_Civil\Highways - CAWIST REGION\Lead\ACAD\001 Drawings\01 Intense Trail - Plan and Profile.dwg Sep 20, 2019 11:45am B3 (10/10/20)



DISCLAIMER:
THIS DRAWING AND DESIGN IS
COPYRIGHT PROTECTED WHICH
SHALL NOT BE USED,
REPRODUCED OR REVEALED
WITHOUT WRITTEN PERMISSION
BY WSP. THE CONTRACTOR
SHALL CHECK AND VERIFY ALL
DIMENSIONS AND UTILITY
LOCATIONS AND REPORT ALL
ERRORS AND OMISSIONS PRIOR
TO COMMENCING WORK.

0	09/20/2019	ISSUED FOR REVIEW #1
IS	DATE	DESCRIPTION
		ISSUED FOR - REVISION:

LEGEND:

- PROPOSED CENTERLINE
- NORMAL FENCE
- SAFETY FENCE
- PROPOSED NEW TREE LINE
- HIGH PRESSURE GAS LINE
- PROPOSED MULTIWAY TRAIL
- GOLF HOLE SAFETY ENVELOPE

CLIENT:

CITY OF Leduc

CLIENT REF. #:

wsp

#1200, 10909 JASPER AVENUE
EDMONTON, ALBERTA, CANADA T5J 3L9
TEL: 780.466.6555 | FAX: 780.466.8200 | www.wsp.com

PROJECT NO:
19M-01376-00

PROJECT:
LEDUC COMMUNITY ENHANCEMENT

ORIGINAL SCALE: **HOR. 1:250 VERT. 1:250**

DESIGNED BY: **KG** DRAWN BY: **LK** DISCIPLINE: **CIVIL**

CHECKED BY: APPROVED BY:

TITLE:
**PLAN AND PROFILE
WINDROSE MULTIWAY - SECTION 03
SHEET 03 OF 04**

DRAWING NUMBER:
PP - 03

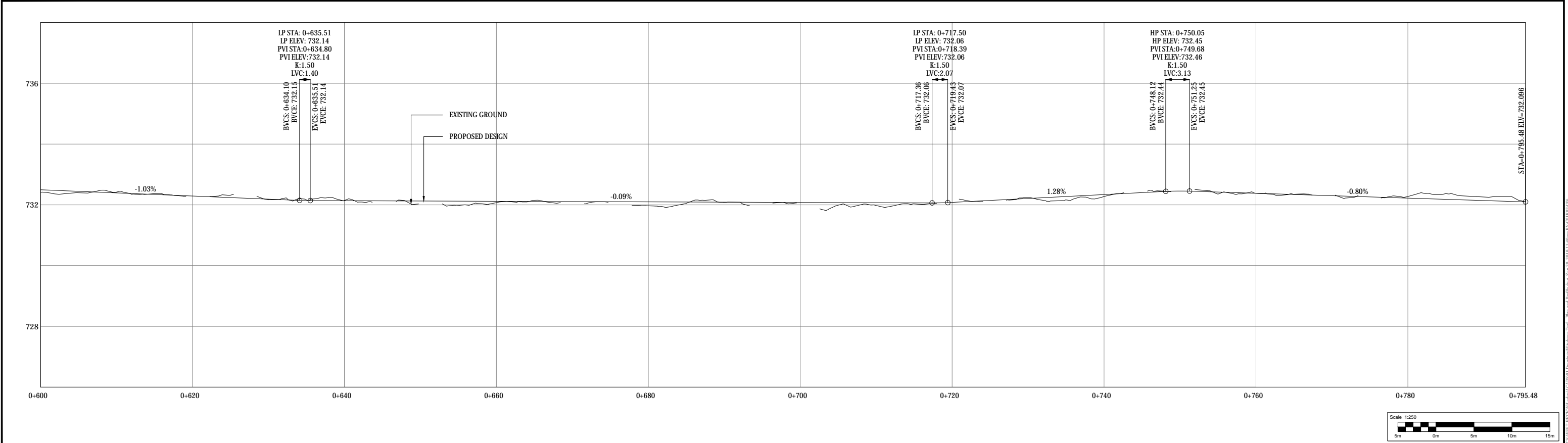
ISSUE:
IFR

DATE OF: **09-20-2019**

0

REV

\\comp\planandprofile\19M-01376-00\Drawings\03\Intense Trail - Plan and Profile.dwg Sep 20, 2019 11:43am B\1010210



DISCLAIMER:
THIS DRAWING AND DESIGN IS
COPYRIGHT PROTECTED WHICH
SHALL NOT BE USED,
REPRODUCED OR REVEALED
WITHOUT WRITTEN PERMISSION
BY WSP. THE CONTRACTOR
SHALL CHECK AND VERIFY ALL
DIMENSIONS AND UTILITY
LOCATIONS AND REPORT ALL
ERRORS AND OMISSIONS PRIOR
TO COMMENCING WORK.

0	09/20/2019	ISSUED FOR REVIEW #1
IS	DATE	DESCRIPTION
		ISSUED FOR - REVISION:

LEGEND:

- PROPOSED CENTERLINE
- NORMAL FENCE
- SAFETY FENCE
- PROPOSED NEW TREE LINE
- HIGH PRESSURE GAS LINE
- PROPOSED MULTIWAY TRAIL
- GOLF HOLE SAFETY ENVELOPE

CLIENT:

CITY OF Leduc

CLIENT REF. #:

wsp

#1200, 10909 JASPER AVENUE
EDMONTON, ALBERTA, CANADA T5J 3L9
TEL: 780.466.6555 | FAX: 780.466.8200 | www.wsp.com

PROJECT NO:
19M-01376-00

PROJECT:
LEDUC COMMUNITY ENHANCEMENT

ORIGINAL SCALE: **HOR. 1:250 VERT. 1:250**

DESIGNED BY: **KG** DRAWN BY: **LK** DISCIPLINE: **CIVIL**

CHECKED BY: APPROVED BY:

TITLE:
**PLAN AND PROFILE
WINDROSE MULTIWAY - SECTION 04
SHEET 04 OF 04**

DRAWING NUMBER:
PP - 04

ISSUE:
IFR

DATE OF: **09-20-2019**

REV: **0**

\\comp\planandprofile\BLC_Proposed\BLC_Civil\Highways - CAWIST REGION\Leduc\ACAD\DWG\Drawings\01\Intense Trail - Plan and Profile.dwg Sep 20, 2019 11:45am B3 (10/10/20)



- RAILS** – 42mm Ø SCH. 40 GALVANIZED PIPE POWDER COATED BLACK
- LINE POSTS** – 60mm Ø x 3.65m – HEAVY WALL SCH.40 PIPE POWDER COATED BLACK (2 $\frac{3}{8}$ " X 12')
- TERMINAL POSTS** – 89mm Ø x 3.65m – HEAVY WALL SCH.40 PIPE POWDER COATED BLACK (3 $\frac{1}{2}$ " X 12') IN A 300mm Ø PILE 1370mm DEPTH.
- CHAIN LINK FABRIC** – 38x38mm DIAMOND MESH VINYL COATED BLACK
- ALL POSTS, RAILS AND FITTINGS TO BE POWDER COATED BLACK
 - ALL RAILS –41mm OD. GALVANIZED PIPE– POWDER COATED BLACK
 - ALL POSTS 3650 (12') LENGTH, SCH.40
 - ALL TIED TO BE 0 GUAGE BLACK VINYL COATED TIE WIRED (11 GUAGE GALVANIZED STEEL CORE WIRE)
 - ALL COMPONENTS TO MEET THE CITY OF EDMONTON STANDARDS.

CONCRETE FOOTINGS:
LINE POSTS - 254mm DIA x 1.2m DEPTH (10" DIA x 48")
TERMINAL/CORNER POSTS 300mm DIA x 1.37m DEPTH (12" DIA x 64")

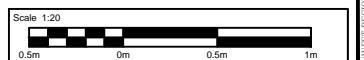
Technical drawing of a fence detail, showing two sections of a fence. The drawing includes the following components and dimensions:

- Dimensions:**
 - 3.0m (span between line posts)
 - 1200mm MIN. HT. (height of the fence section)
 - 40-75mm CLEARANCE (gap between the fence and the ground)
- Components:**
 - 89mm DOME CAP
 - KNUCKLED TOP EDGE FASTENERS 450mm O/C
 - BRACE 42.9mm O.D.
 - LINE POST
 - 38x38mm DIAMOND MESH
 - FASTENERS 3.5mm ALUMINUM OR HEAVIER 300mm O/C
 - 42.9mm O.D. PIPE RAIL
 - STRETCHER BAR BANDS 300mm O/C STEEL 3x19mm MIN., ALUMINUM 5x19 MIN.
 - STEEL STRETCHER BAR 5x19mm MIN.
 - DROP FORGED TURNBUCKLE
 - FOOTING DETAILS BELOW
 - BARBED BOTTOM EDGE
 - SINGLE STRAND TENSION WIRE 5.0mm FASTENED 450mm O/C ZINC COATED AT MIN. 490g/m
 - FINISHED GRADE

FENCE DETAIL



1. POSTS, BRACES AND RAILS – HOT DIPPED GALVANIZED WELDED STEEL PIPE, STANDARD WEIGHT (SCHEDULE 40, ASTM A120). ZINC COATED AT MINIMUM 366g/m
2. CHAINLINK, 38x38mm DIAMOND MESH VINYL COATED BLACK
3. PIPE BRACES: GATE UP TO 1.80m WIDE – HORIZONTAL BRACE ONLY.

[illegible]

Golf Course Agreement

December 2, 2019
Report No: 2019-CR-065

www.Leduc.ca



Actions to Date

Q4 - 2016 – Preliminary proposal from the Leduc Golf Club

February - September 2018 – External review of options

- Benchmarking / municipal comparator
- Capital impacts
- Operations models
- Governance
- Financial considerations

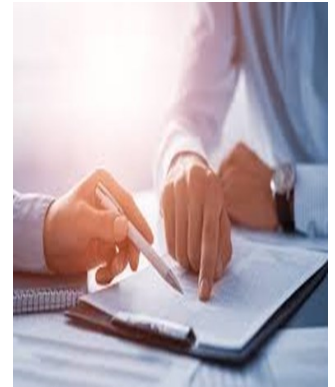
March 11, 2019 – Memorandum of Understanding

- Agreement to establish a formal transfer of title agreement

Land Transfer and Lease Agreement

Transfer of Title

- No later than March 31, 2020
- Transfer Conditions:
 - December 15, 2019 City's confirmation of satisfaction with the physical condition of the premises
 - March 1, 2020 Council passing a Guarantee Bylaw providing a guarantee for debt of the Club



Transfer Back of Title

- If no capital improvement is undertaken by the City within five (5) years

Land Transfer and Lease Agreement

Operations

- Club provides for all golf operations

Capital Improvements

- Reconstructed clubhouse and event facility (the PBG Facility)
- Winter protection system for greens (already purchased)
- Upgrades to/replacement of the golf course irrigation system
- Required parking facilities

Term

- 50 years
- Plus two (2) consecutive renewal periods of 25 years



Land Transfer and Lease Agreement



Annual Rent

- Until completion of the facility - Fifty percent (50%) of LGCC's net profits
- Once facility is completed - Fifty percent (50%) of LGCC's net profits and an amount equivalent to the municipal property tax

Joint Advisory Committee / City Representation

- Two (2) members appointed to the Board by Council
- One (1) member of City administration appointed by the City Manager
- Two (2) directors of LGCC appointed by the Board
- One (1) member LGCC administration appointed by the Board

Land Transfer and Lease Agreement

Community Access

- Targeted reductions in rates for Leduc residents
- Ten percent (10%) discount on regular priced green fees and banquet facility rental fees



Land Transfer and Lease Agreement

Financial

Facility Construction (PBG Facility)

- Golf / Public Use Space
- Demolition, design and construction
- \$3.9 Million (2020 / 2021)

Parking Lot

- Unfunded (2021)– costs TBD dependent on facility design



COUNCIL REQUEST FOR DECISION

MEETING DATE: December 2, 2019

SUBMITTED BY: Jennifer Cannon, Director, Finance

PREPARED BY: Sylvia Ahn, Budget Analyst

REPORT TITLE: Request for Approval of the 2020 Capital and Operating Budgets

EXECUTIVE SUMMARY

Over the course of several Council meetings, the 2020 operating and capital budgets were presented to Council. Through collaborative discussions, the budget was refined and is now ready to be adopted. The proposed multi-year tax requirements are:

- 2020 – 0.27%
- 2021 – 1.49%
- 2022 – 1.48%

Council is asked to adopt the 2020 operating budget and the 2020 capital budget. Council is also asked to accept the associated charge schedule, the 2021-2022 forecasted financial plan and the 2020-2029 forecasted capital plan.

Through cost-conscious efforts by Administration and Council, a 2020 budget was developed that brings forward:

- Continued provision of a high level of services;
- Maintenance of the City's capital assets;
- Enhanced focus on environmental initiatives;
- Continued support for the community groups;
- Third and final year of the Protective Services smoothed mill rate strategy; and
- Second year of the enhanced transit three-year smoothed mill rate strategy.

RECOMMENDATION

1. That Council hereby adopts the 2020 operating budget of \$103,058,501.
2. That Council hereby adopts the 2020 capital budget of \$30,725,301.
3. That Council accepts the 2021 - 2022 forecasted financial plan and the 2021 - 2029 forecasted capital plan.
4. That Council accepts the 2020 Charge Schedule.
5. That Council hereby approves the services profiles as identified in the Committee of the Whole, 2020 Public Budget Meetings document.
6. That Council approves the re-designation of the Snow Removal Fund to the Departmental Lean Budgeting Risk Mitigation Fund to assist Administration with leaner budgeting.



COUNCIL REQUEST FOR DECISION

RATIONALE

Throughout 2019, there have been many budget meetings and this request for approval of the operating and capital budget plans has been brought forward as a result of the budget motion on November 18, 2019.

STRATEGIC / RELEVANT PLANS ALIGNMENT

Background

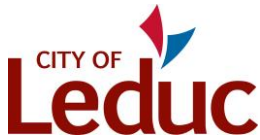
As a starting point, it is important to recognize the process that Administration underwent to get to the proposed 0.27% (2020), 1.49% (2021), and 1.48% (2022). When the proposed multi-year tax rates were brought forward in early spring, the required tax revenue increase for 2020 was 4.34% and 5.08% for 2021. By realigning the budget with the current economic conditions and utilizing leaner budget strategies, such as the use of a lean budgeting risk mitigation fund, substantive cuts were made to the budget while preserving the high level of services provided to residents. These efforts allowed Administration to reduce the tax rate requirement over the next few years. To provide perspective and a greater understanding of the depth of the reductions that occurred, going from 4.34% to 0.27% means that there were approximately \$2.0M in overall reductions for 2020, alone. When viewing this over two years, the overall reductions had a cumulative total of just over \$3.7M.

At the October 7th meeting, Administration brought forward a multi-year tax requirement of 1.73%, 3.50% and 3.08% for 2020 to 2022, respectively. This was achieved by reducing the operational requirements through savings, efficiencies, new staffing restraints, and reductions to funding that supports the capital plan. One step that was taken to achieve these required reductions was the proactive reassessment and realignment of the Long-Term Facilities Master Plan to the economy by deferring projects to later years. Another step taken to help alleviate tax pressures was the concentrated effort by Administration to reduce the operating surplus, which has been approximately \$1.5M or 1.5% of the operating budget on average. Although this reduction has decreased the proposed tax rate, it is important to recognize that the annual surplus has historically been reinvested into the capital plan to support many of the City's capital projects. As such, with the reduction in the surplus, in combination with the reduced funding that supports the capital plan, there is less funding available going forward for capital requirements. The focus on the capital plan at this time is to ensure maintenance of current infrastructure, but reduced funding for growth projects. Another detailed financial analysis being undertaken in collaboration between Council and Administration is the alignment of the current reserve policy with the economic conditions. In conjunction with the continued work supporting the Long-Term Fiscal Sustainability Plan, consulting expertise has been engaged to assist in the alignment of reserve contributions to the economy, thus ensuring the long-term operating and capital fiscal sustainability of the City of Leduc. The results of this detailed analysis on reserves and capital funding will provide critical information to assist with the development of future budgets.

Through these various cost reducing measures, Administration was able to bring forward a multiyear tax strategy that lowered the three-year tax requirement projections from what was stated in the spring. With the significant pressures and associated tax implications, reliance on other forms of revenue, such as the Airport Tax Share agreement, remain paramount.

The Proposed Budget

The process of developing the budget has been a continuous, collaborative effort between Council and Administration. At the request of Council, Administration was committed to revising the 2020 budget process. This involved beginning the process earlier, conferring with Council more frequently throughout the year and performing a detailed review of expenses,



COUNCIL REQUEST FOR DECISION

contract services in particular, with departments to reduce the budget as part of a leaner budgeting initiative. This resulted in the following proposed tax revenue increases:

- 2020 – 0.27%
- 2021 – 1.49%
- 2022 – 1.48%

The 2020-2022 budget continues to balance long-term vision with short-term needs. The three-year mill rate strategy provides a fiscally balanced path that keeps the City of Leduc's high service levels intact while balancing community needs with fiscal sustainability. Administration listened to the citizens of the City of Leduc, the majority of whom stated in the 2020 Citizen Satisfaction Survey that they want services to remain the same. The proposed budget directly achieves this. Furthermore, citizens consider maintaining infrastructure, road maintenance and keeping taxes low to be the top civic priorities. These are all important factors that remained at the forefront as Council and Administration worked through the budget process and are reflected in the 2020-2022 budget.

In creating the budget that was brought forth to Council, Administration was faced with several pressures. The most noticeable pressure was continued low non-residential growth and impacted non-residential tax revenue; this resulted in unbalanced growth. Administration was hopeful to see non-residential growth in 2022. However, forecasts are showing that recovery is not yet in place and current estimates are coming in lower than previously projected for 2020 and 2021, resulting in the need for additional efficiencies and savings. The 2020-2022 Operational Summary (Attachment A) discusses economic development initiatives including support for business transitions, continued partnerships with Leduc County, the Edmonton International Airport and the City of Edmonton to help diversify the regional economy, and continued investment in Sport Tourism. The Operational Summary also presents the 2020 operating plan at a glance.

Another pressure faced by Administration was the provincial budget. As the provincial budget was released later than in previous years, Administration was required to make a number of estimates in the budget. From an operational perspective, the City of Leduc saw a reduction of \$371k in revenue from the province and this pressure is one that required collaboration between Council and Administration to find strategic ways to not pass this on as an increase in tax to ratepayers. From a capital perspective, Administration recognized the need to be prepared for unexpected changes and as a result, has taken a conservative approach to budgeting. As such, when the provincial budget was released, Administration was able to respond quickly as some of the impacts were anticipated, such as the reduction in the Municipal Sustainability Initiative (MSI) capital funding. The reduction in MSI capital funding resulted in an additional unexpected funding gap of \$1M annually. Administration responded quickly to the changes and took the opportunity to re-evaluate the capital plan, realigning and deferring projects to ensure that the capital plan aligns with the current economic conditions. The capital plan, which is highlighted in the 2020 Capital Program Summary (Attachment B), supports the greater than \$1 billion in City infrastructure through continued maintenance in addition to some growth-related projects, such as:

- RCMP
- Golf course

For a more detailed list of the proposed capital projects, refer to the attached 2020-2029 Capital Plan (Attachment C).

This is the third and last year of the Protective Services multi-year strategy, which will see expansion of the RCMP facility in order to support the City of Leduc's continued effort to provide citizens with a safe and vibrant community. It is also the second year for enhanced regional transit in the three-year tax strategy to enhance connectivity from Leduc to Edmonton and the greater Edmonton region. This initiative supports Council's strategic goals and contributes to a more economically prosperous region.



COUNCIL REQUEST FOR DECISION

Council has endorsed one new service level brought forth by a business case. This new service level provides the city with additional resources to aid in the delivery of new environmental initiatives, such as backyard bee and hen keeping, grants research and organics diversion. This initiative addresses Council's strategic goals to be a city where people want to live, work and play, a city with a plan for the future, and a collaborative community-builder and regional partner.

Concluding Remarks

The proposed budget is a cost-conscious approach with leaner budgeting that has brought forward a low tax rate increase for 2020, while providing a high level of services to the residents of the City of Leduc. The 2020 budget ensures that capital assets are maintained, that service levels remain the same, an enhanced focus on environmental initiatives, and continued support for the community groups. This high value proposition and integration of Council's strategic goals will allow residents to retain a high quality of life.

LEGISLATION AND/OR POLICY:

The Municipal Government Act, RSA 2000, Chapter M-26, as amended, provides that each Council must adopt an operating budget for each calendar year (s.242(1)) and that each Council must adopt a capital budget for each calendar year (s.245).

CITY OF LEDUC PLANS:

- 2019 - 2022 Strategic Plan
- 2019 – 2022 Corporate Business Plan
- 2019 Budget Planning Survey (for 2020)
- 2019 Citizen Satisfaction Survey

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

Not applicable.

RISK ANALYSIS:

Not applicable.

FINANCIAL / LEGAL:

The Operating Budget attached shows revenue of \$103,058,501 for 2020; \$105,770,026 for 2021; and \$108,881,043 for 2022.



COUNCIL REQUEST FOR DECISION

The 2020-2029 Capital Plan attached shows a total 2020 budget of \$30,725,301. The ten-year capital plan is \$271,745,588 with \$47,566,50 unfunded. Unfunded projects are projects that have been flagged for future consideration but are not considered approved at this time.

The Municipal Government Act, RSA 2000, Chapter M-26, as amended, provides that each Council must adopt an operating budget for each calendar year (s.242(1)) and that each Council must adopt a capital budget for each calendar year (s.245).

IMPLEMENTATION / COMMUNICATIONS:

Not applicable.

ALTERNATIVES:

That Council chooses to adopt a different budget. This would potentially require a special meeting as an interim budget must be approved by December 31, 2019 for 2020 operations.

ATTACHMENTS

- Attachment A – 2020-2022 Operational Summary
- Attachment B – 2020 Capital Program Summary
- Attachment C – 2020-2022 City of Leduc Operating Budget
- Attachment D – 2020-2029 City of Leduc Capital Plan
- Attachment E – 2020 Charge Schedule

Attachment A – 2020 – 2022 Operational Summary

The 2020 to 2022 operational budget continues to provide residents with a high quality of life. The budget offers a balance between maintaining service levels and a continued focus on Council's strategic goals. Efficiencies, cost savings and a leaner style of budgeting have allowed the City to be nimble in a new environment and provide the same level of services to its residents, while keeping the tax rate increase to a minimum. The main driving factors of the budget are to balance today's needs with an understanding of future requirements and to remain attractive for new business and industry with a focus on the long-term. Highlights of the 2020 to 2022 operational budget are discussed below.

Laying the Foundation

The City of Leduc continues to focus on providing strong foundational services to the entire organization with plans to enhance financial responsibility, transparency and accountability, allowing it to better serve the community. This will be achieved through a reserve review and policy enhancement as a part of the Long Term Fiscal Sustainability Plan. The IT Strategic Plan will also continue into 2020, the focus of which is reviewing the City's current processes and choosing an enhanced Finance and HR software that will meet its needs.

Enhanced Protective Services

This is the third and last year of the RCMP facility multi-year tax smoothing strategy, which supports the Council strategic goal to be a city where people want to live, work and play. Expansion of the RCMP building began in 2019 and will continue in 2020. The dedicated multi-year tax strategy supports the continued effort to provide our citizens with a safe and vibrant community.

Enhanced Transit

This is the second year for enhanced Regional Transit in the three-year tax smoothing strategy. Regional Transit is an important service that enhances the connectivity from Leduc to Edmonton and the greater Edmonton region, while increasing the City of Leduc's regional focus. These enhancements support Council's goal of planning for the future and being a collaborative regional partner. Equally important, it contributes to a more economically prosperous region recognizing the airport as a key economic driver.

Golf Course Facility

Recognizing the need to preserve green spaces in the city, there will be a land transfer from the golf course to the city in exchange for capital improvements. Construction of a new facility at the golf course will begin in 2020. The operation of the golf course, on the other hand, will remain with the Leduc Golf Club.

Continued Support for Community Groups

In 2020, the City of Leduc continues to provide financial support to organizations by providing sustainable long term funding for a number of community groups. Some of these groups include, but are not limited to:

- \$100k Leduc Boys & Girls Club
- \$65k Leduc LINX
- \$63k Leduc & District Victim Services
- \$60k Leduc & District Food Bank
- \$41k Rise Up Society Alberta

Recognizing the importance of community groups, grants to organizations continues to be maintained with support going to groups such as, but not limited to:

- \$50k Downtown Business Association
- \$37k Leduc & District Historical Society
- \$25k Black Gold Rodeo & Exhibition Association
- \$20k Alberta Dairy Congress & Trade Show Society

Continued Focus on Economic Development

The proposed budget provides for a continued focus on enhanced economic development attraction and retention, both regionally and locally. This is in line with Council's goal to be an economically prosperous region. These initiatives include:

- Support business transitions through The Light House
- Continue support for the Downtown Business Association
- Continue partnerships with Leduc County, Edmonton International Airport and the City of Edmonton to help diversify the regional economy
- Work with the Leduc Chamber of Commerce to identify and promote tourism
- Continue investment in Sport Tourism by providing \$62k of total grant funding for 24 events in 2020, some of which include:
 - Ringette Provincial Championships
 - Canadian Sledge Hockey Championships
 - SPN National Championships
 - Presidents Cup
 - Canadian National Bocce Championships
 - Foam Fest

Enhanced Service Levels

Overall, the 2020 budget remains static with respect to service levels. However, one new service level was endorsed that supports our environmental focus. This new service level will provide additional resources to aid in the delivery of several initiatives, such as bees and hens, grants research, organics diversion, public engagement and the overall environmental plan. This initiative aligns with Council's strategic goals to be a city where people want to live, work and play, a city with a plan for the future, and a collaborative community-builder and regional partner.

Attachment B – 2020 Capital Program Summary

The City of Leduc recognizes the need to plan sustainably and does so through an integrated capital program that focuses on the use of smart debt management, reserve optimization, continued grant advocacy and an asset management program. This measured approach provides for growth requirements, as well as the maintenance of the City's capital investments, which is historically valued at just over \$1 billion.

The attached 2020 to 2029 capital plan shows total spending of \$271 million with \$48 million currently unfunded. Unfunded projects are projects that have been flagged for future consideration, but are not considered approved at this time. These projects are included as a placeholder and there is no intent to begin these without appropriate planning. The costs included are high-level estimates and would be refined if the projects are initiated.

Capital Highlights*

Engineering and Transportation

- \$3.10M Black Gold Drive Rehabilitation – total \$6.00M
- \$1.70M 50th Avenue Overlay
- \$1.43M 65th Avenue (offsite levy project)
- \$1.20M Caledonia Overlay
- \$900k Grant MacEwan South Construction (offsite levy project)
- \$800k Windrose Multiway

Facilities

- \$5.00M RCMP Building Expansion – total \$18.00M (2019 - \$13.00M, 2020 - \$5.00M)
- \$3.91M Golf Course Facility

Recreation Services

- \$100k Aquatics Equipment
- \$50k Playground Equipment

Parks and Public Services

- \$575k Cross Connection Control Program
- \$420k SCADA Communication System Replacement
- \$300k Railway Crossing Rehabilitation
- \$200k Outdoor Rink Development in Southfork (partnership)

eGovernance and Future Studies

- \$230k Desktop Computer Hardware
- \$90k Integrated Enterprise Finance & HR System Process Review
- \$75k Asset Management Software

Equipment Replacement Capital Program

- \$487k Loader
- \$284k Fire Ambulance
- \$226k Special Transportation

*Not an all-inclusive list

Operating Budget Summary - City Consolidated

	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Revenue				
Enforcement Services	1,337,069	1,307,741	1,184,761	1,098,674
Government Transfers	9,095,048	9,067,952	9,103,734	9,159,968
Inter-Divisional Revenue	2,554,515	2,706,676	2,866,074	3,035,040
Interest & Penalties	1,519,607	1,432,771	1,430,446	1,466,864
Net Taxes - Revenue	48,207,487	48,887,126	50,405,662	52,045,718
Other Income	2,068,567	3,229,498	2,551,926	2,565,449
Rent Revenue	2,141,727	2,213,077	2,680,041	2,724,062
Sale of Services	9,318,840	9,112,088	9,497,001	9,811,955
Utility Services Revenue	24,082,930	25,101,572	26,050,381	26,973,313
Total Revenues	100,325,790	103,058,501	105,770,026	108,881,043
Expenditures				
Employee Benefits	7,689,584	7,817,170	8,222,590	8,743,899
Salaries & Wages	37,653,855	38,301,902	39,143,176	40,828,280
Total Staff Costs	45,343,439	46,119,072	47,365,766	49,572,180
Bank Charges & Interest	255,762	307,495	310,695	313,871
Contract Services	15,669,627	15,373,627	16,125,990	15,939,672
Cost of Utilities Sold	8,003,000	8,412,493	8,747,016	9,055,605
General Services	777,189	759,697	834,726	916,945
Grants to Organizations	2,179,128	2,185,814	2,185,842	2,178,983
Inter-Divisional Expenses	2,554,515	2,706,676	2,866,074	3,035,040
Interest on Long Term Debt	2,539,510	2,667,588	2,512,425	2,635,781
Materials & Supplies	5,315,357	5,080,352	5,058,661	5,221,246
Other Expenses	139,526	143,712	148,023	152,464
Repairs & Maintenance	1,496,827	1,450,307	1,556,718	1,583,187
Telephone & Communications	174,409	175,821	176,599	177,346
Training & Development	1,198,174	1,119,291	1,105,897	1,128,508
Utilities - expense	3,474,633	3,475,845	3,641,129	3,767,819
Total Operational Costs	43,777,657	43,858,717	45,269,795	46,106,466
Total Expenditures	89,121,097	89,977,789	92,635,561	95,678,646
Net of Revenue Over Expenditures	11,204,693	13,080,711	13,134,465	13,202,397
Net Interfund Transfers				
Debt Repayment	(4,316,104)	(4,737,306)	(4,084,701)	(4,419,585)
Transfers to Reserves	(13,431,603)	(14,767,337)	(13,354,109)	(12,665,434)
Transfers from Reserves	6,543,014	6,423,932	4,304,344	3,882,623
Total Interfund Transfers	(11,204,693)	(13,080,711)	(13,134,466)	(13,202,397)
"Net Surplus (Deficit)"	0	0	(0)	0



Page 222 of 329
City of Leduc 2020 - 2029 Capital by Program

	Rank	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
65th Ave Capital Program												
075.050 - 65th Avenue West (Discovery Way to QE II) - 2L #74	5	321,000	-	1,762,000	-	-	-	-	-	-	-	2,083,000
075.064 - 65th Avenue East (35th Street to Spine Road) - 2L #27	5	-	726,000	-	-	-	-	-	-	-	-	726,000
075.066 - Grant MacEwan Construction (65th Ave to Bridgeport) #52	5	130,000	-	-	3,740,000	-	-	-	-	-	-	3,870,000
075.074 - 65th Avenue/Discovery Traffic Signal #63	5	-	-	329,000	-	-	-	-	-	-	-	329,000
075.075 - 65th Avenue West (Discovery to Grant MacEwan) #23	5	580,000	-	-	2,936,000	-	-	-	-	-	-	3,516,000
075.091 - 65th Ave (74th Street to Grant MacEwan) - #17	5	400,000	-	-	-	-	-	-	-	-	-	400,000
Total: 65th Ave Capital Program		1,431,000	726,000	2,091,000	6,676,000	-	-	-	-	-	-	10,924,000
Capital Engineering Program (076/077)												
076.158 - Water Distribution System Upgrades	2	-	-	-	-	750,000	-	-	-	-	-	750,000
076.160 - Snow Storage Site (excludes land)	b	-	-	400,000	3,700,000	-	-	-	-	-	-	4,100,000
076.180 - Infrastructure Condition Assessments	3	-	178,500	-	185,500	-	193,000	-	201,000	-	205,000	963,000
077.290 - Back-Lane Capital Program	4	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	7,500,000
077.485 - Capital Engineering	4	306,000	312,000	318,000	324,000	330,000	336,000	342,000	348,000	354,000	360,000	3,330,000
077.498 - Arterials	4	3,100,000	-	-	-	-	-	-	-	-	-	3,100,000
077.527 - MPMA- Data Collection	3	-	-	91,500	-	-	93,000	-	-	95,000	-	279,500
077.541 - Transportation Master Plan	b	-	-	520,000	-	-	-	-	525,000	-	-	1,045,000
076.191 - Utility Liners and Spot Repairs	3	-	-	312,000	-	324,000	-	330,000	-	336,000	-	1,302,000
077.560 - Traffic Signal Upgrades	4	200,000	-	200,000	-	200,000	-	200,000	-	200,000	-	1,000,000
077.562 - New Traffic Signal Installation	b	-	290,000	-	-	-	-	-	-	-	-	290,000
076.198 - Sanitary over sizing for land outside of City limits (West)	b	-	-	-	-	-	-	1,100,000	-	-	-	1,100,000
080.266 - Storm Pond Refurbishment	2	-	-	560,000	-	-	-	-	-	-	-	560,000
076.295 - Stormwater Master Plan	b	400,000	-	-	-	-	-	-	-	-	-	400,000
076.296 - 48A Street (Civic Center) Utility Upgrades	3	-	-	-	2,500,000	-	-	-	-	-	-	2,500,000
076.299 - Sanitary Master Plan Update	5	-	-	-	-	225,000	-	-	-	-	-	225,000
076.300 - Water Master Plan Update	5	-	-	-	-	-	200,000	-	-	-	-	200,000
080.278 - Civic Centre Concrete Replacement	4	-	-	800,000	-	-	-	-	-	-	-	800,000
076.302 - Community Parks Parking Lot	v	-	-	-	-	250,000	300,000	300,000	300,000	300,000	400,000	1,850,000
076.303 - Telford Lake Multiway - Seating Nodes	a	12,600	-	-	-	-	-	-	-	-	-	12,600
076.305 - Multiway Development	i	-	-	465,000	-	490,000	-	405,000	-	-	-	1,360,000
076.306 - Windrose Multiway	i	800,000	-	-	-	-	-	-	-	-	-	800,000
076.316 - Crystal Creek Site Servicing*	b	-	-	-	-	-	500,000	4,500,000	-	-	-	5,000,000
077.585 - 50 Ave Overlay	4	1,700,000	-	-	-	-	-	-	-	-	-	1,700,000
077.586 - Future Road Program	4	-	-	-	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	42,000,000
077.587 - Future Roadway	4	-	-	10,000,000	-	-	-	-	-	-	-	10,000,000
076.561 - Lions Park Secondary Trails	iv	-	-	-	-	-	400,000	-	-	-	-	400,000
076.562 - 2021 Capital Road Program	3	-	6,000,000	-	-	-	-	-	-	-	-	6,000,000
076.564 - Future Utility Program	4	500,000	510,000	520,000	530,000	540,000	550,000	560,000	570,000	580,000	590,000	5,450,000
076.566 - Lions Park Lookout	a	-	-	-	-	-	500,000	-	-	-	-	500,000
076.567 - Lede Park Multiway	a	-	300,000	-	-	-	-	-	-	-	-	300,000
076.568 - Community Development Capital Engineering	a	102,000	104,000	106,000	108,000	110,000	112,000	114,000	116,000	118,000	120,000	1,110,000
076.570 - Rugby Club Parking Lot	v	-	-	-	525,000	-	-	-	-	-	-	525,000
076.588 - 2022 Capital Road Program	3	-	-	6,000,000	-	-	-	-	-	-	-	6,000,000
076.589 - Caledonia Drive Overlay	4	1,200,000	-	-	-	-	-	-	-	-	-	1,200,000
076.591 - Cemetery Servicing	b	-	-	-	640,000	-	-	-	-	-	-	640,000
076.592 - Telford Lake Draw Down Wells	2	-	200,000	-	-	-	-	-	-	-	-	200,000
076.593 - Hydrovac Site Cleanup	2	-	-	-	250,000	250,000	-	-	-	-	-	500,000
076.594 - Elks Park Draw Down Wells	2	200,000	-	-	-	-	-	-	-	-	-	200,000
076.595 - Erosion Monitoring (whitemud/blackmud)	1	-	-	-	-	-	-	10,000	-	-	-	10,000
076.596 - Downtown Crosswalks	i	80,000	-	-	-	-	-	-	-	-	-	80,000
076.597 - Speed Tables	2	50,000	-	-	-	-	-	-	-	-	-	50,000
076.598 - Hydrovac Site Analysis	2	115,000	-	-	-	-	-	-	-	-	-	115,000
076.599 - Christenson Storm Water Management	b	306,000	-	-	-	-	-	-	-	-	-	306,000
076.600 - Christenson - Traffic Lights**	b	300,000	-	-	-	-	-	-	-	-	-	300,000
Total: Capital Engineering Program (076/077)		10,121,600	8,644,500	21,042,500	15,512,500	10,219,000	9,934,000	14,611,000	8,810,000	8,733,000	8,425,000	116,053,100

* Assuming that the proceeds from land sale or commercial being serviced by third parties has decreased the projected servicing costs

** Assuming that the City of Leduc pays \$150,000 while the developer pays the remainder



Page 223 of 329
City of Leduc 2020 - 2029 Capital by Program

	Rank	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Computer Services Capital Program (015)												
015.160 - Network Renewal (Evergreen)	3	20,000	25,000	25,000	25,000	25,000	25,000	30,000	30,000	30,000	30,000	265,000
015.180 - Desktop Computer Renewal (Evergreen) - Hardware	3	230,063	112,312	185,741	209,104	128,813	112,312	185,741	209,104	128,813	112,312	1,614,315
015.186 - Server Renewal (Evergreen) - Hardware	3	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	260,000
015.280 - Desktop Computer Renewal (Evergreen) - Software	3	21,330	19,440	36,450	27,540	18,630	21,870	36,720	26,460	19,710	19,170	247,320
015.286 - Server Renewal (Evergreen) - Software	3	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	90,000
015.289 - Firewall Upgrade (Evergreen)	3	-	-	-	30,000	-	-	-	35,000	-	-	65,000
015.290 - Paperless Council	3	-	21,000	-	-	-	21,000	-	-	-	21,000	63,000
015.291 - Email Upgrade	3	-	-	-	35,000	-	-	-	40,000	-	-	75,000
Total: Computer Services Capital Program (015)		306,393	212,752	282,191	361,644	207,443	215,182	287,461	375,564	213,523	217,482	2,679,635
eGovernment Strategies (092)												
092.240 - Integrated Enterprise Finance & HR System - Process Review	3	90,000	90,000	-	-	-	30,000	-	-	30,000	-	240,000
092.240 - Integrated Enterprise Finance & HR System - Software	3	-	370,000	2,000,000	-	-	-	-	-	-	-	2,370,000
092.355 - Content Management Software	iv	25,000	-	50,000	75,000	-	-	-	75,000	100,000	-	325,000
092.368 - Asset Management	a	75,000	20,000	50,000	200,000	50,000	50,000	50,000	50,000	50,000	50,000	645,000
092.360 - IT Governance	3	75,000	85,000	193,950	50,000	50,000	50,000	-	-	-	-	503,950
092.374 - LRC Cell Phone Coverage Upgrade	4	-	-	-	200,000	-	-	-	-	-	-	200,000
092.373 - Planning Software	g	-	-	-	10,000	10,000	10,000	10,000	10,000	10,000	-	60,000
092.375 - Community Reporting	g	75,000	-	10,000	-	10,000	-	10,000	-	10,000	-	115,000
092.376 - EDRMS (Electronic Document Records Management System)	g	-	300,000	-	-	-	-	-	-	-	-	300,000
092.377 - OH&S Software	g	-	40,000	-	10,000	-	10,000	-	10,000	-	10,000	80,000
092.379 - Financial Software Upgrades - revised	3	-	25,000	-	25,000	-	25,000	-	25,000	-	25,000	125,000
092.378 - Technology Investment Projects	3	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
Total: eGovernment Strategies (092)		390,000	980,000	2,353,950	620,000	170,000	225,000	120,000	220,000	250,000	135,000	5,463,950
Environmental Services Capital Program (078)												
078.056 - Three stream sorting stations	ii	50,000	-	-	-	-	-	-	-	-	-	50,000
078.048 - Environmental Sustainability Plan	ii	-	-	70,000	-	-	-	-	-	-	-	70,000
078.050 - Environmental Plan Initiatives	a	42,000	39,000	27,000	12,000	-	12,000	-	12,000	-	12,000	156,000
078.054 - Annual Cart Purchases	d	43,000	86,000	45,000	46,000	90,000	46,000	47,000	92,000	48,000	49,000	592,000
078.042 - First Level Environmental Audit	c	-	-	16,000	-	-	34,000	-	-	16,000	-	66,000
Total: Environmental Services Capital Program (078)		135,000	125,000	158,000	58,000	90,000	92,000	47,000	104,000	64,000	61,000	934,000
Equipment Services Capital Program (083)												
083.122 - Speed Plow (Plow Assembly Only)	4	-	-	10,000	-	-	-	-	-	-	-	10,000
083.123 - 2012 Gravel Truck - Unit 409	4	-	250,000	-	-	-	-	-	-	-	-	250,000
083.125 - 4 X 4 Fire Unit	b	-	-	62,000	62,000	187,000	-	80,000	-	-	50,000	441,000
083.126 - Aerator	4	-	35,000	-	-	-	-	-	-	-	-	35,000
083.128 - Backhoe/Loader	4	-	-	-	-	-	165,000	-	-	-	-	165,000
083.129 - Protective Services Vehicle	4	184,000	-	-	92,000	-	-	184,000	-	-	-	460,000
083.134 - Graco Line Painter Unit 409	4	-	25,000	-	-	-	-	-	-	-	-	25,000
083.135 - Grader	4	-	-	554,000	-	-	-	-	-	554,000	554,000	1,662,000
083.138 - Half-ton for Facilities Technician	4	-	-	-	-	145,000	-	-	-	-	-	145,000
083.140 - Loader 938G	4	487,000	-	-	-	487,000	-	-	-	487,000	-	1,461,000
083.141 - Mower	4	110,000	-	120,000	-	-	-	-	240,000	-	-	470,000
083.142 - Mule	4	-	60,000	36,000	-	48,000	-	-	36,000	18,000	36,000	234,000
083.143 - Olympia	4	145,000	-	-	-	125,000	-	130,000	-	-	-	400,000
083.145 - Planning Truck	4	-	-	82,500	35,000	-	84,400	77,000	42,500	42,500	-	363,900
083.154 - Snow Blower	4	-	-	-	240,000	-	-	-	240,000	-	-	480,000
083.156 - Sweeper & Vac Unit*	4	-	-	398,000	-	-	-	-	290,000	-	-	688,000
083.158 - Top Dresser	4	-	-	30,000	-	-	-	-	-	-	-	30,000
083.159 - Turf Mower	4	-	-	-	-	-	111,000	-	-	-	-	111,000
083.165 - 1993 Kubota Tractor	4	-	-	-	-	-	-	-	-	120,000	120,000	240,000
083.167 - Fire Engines	4	25,000	-	1,200,000	-	-	-	1,500,000	-	-	-	2,725,000
083.168 - Fire Ambulance unit 252	4	284,000	468,000	-	-	-	-	-	-	-	-	752,000
083.169 - Fire ATP - Unit 353	4	-	-	90,000	-	-	-	-	-	-	-	90,000
083.170 - Special Transportation	4	226,000	226,000	-	452,000	-	-	226,000	-	-	40,000	1,170,000
083.171 - Injection Patcher	4	-	-	-	-	-	-	-	-	300,000	-	300,000
083.173 - Skid Steer	g	-	-	-	-	-	-	95,000	-	-	95,000	190,000



Page 224 of 329
City of Leduc 2020 - 2029 Capital by Program

	Rank	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
083.174 - Pickup Trucks for Public Services	4	-	103,000	160,000	50,000	-	-	-	90,000	-	275,000	678,000
083.175 - One Tons for Public Services	4	120,000	-	-	-	86,000	188,000	-	-	-	86,000	480,000
083.199 - Asphalt Hot Box Trailer	4	-	-	-	-	74,000	-	-	-	-	-	74,000
083.200 - One-Ton Truck With Plow & Slip-In Sander	4	-	-	-	120,000	-	-	-	-	-	-	120,000
083.202 - Parade Float Chassis	4	-	-	20,000	-	-	-	-	-	-	-	20,000
083.206 - Fleet Services Service Truck	3	-	-	-	-	150,000	-	-	-	-	-	150,000
083.208 - Ice Breaker Attachment	g	55,000	-	-	-	-	-	60,000	-	-	-	115,000
083.209 - Water Commission Vehicles	4	-	150,000	-	-	-	-	-	-	-	-	150,000
083.211 - Turf Vac Sweep	g	-	-	-	-	-	-	41,000	-	-	-	41,000
083.212 - Utility Roller	g	-	-	-	-	-	-	50,000	-	-	-	50,000
083.213 - Heavy Duty Truck & Box	4	-	-	-	-	-	-	-	86,000	-	-	86,000
083.187 - Truck for Facilities Dept	4	-	-	-	55,000	-	-	-	55,000	-	-	110,000
083.184 - Multipurpose Utility Vehicle	4	125,000	-	-	-	-	-	-	-	-	-	125,000
083.191 - Tore 580 Mower	4	-	125,000	-	-	-	-	-	-	-	-	125,000
083.192 - Toro 4000D Mower	4	105,000	210,000	-	-	-	-	-	-	-	-	315,000
083.193 - Small Detail Mower	4	-	40,000	-	-	-	-	-	-	-	-	40,000
083.176 - Bucket Truck	4	-	300,000	-	-	-	-	-	-	-	-	300,000
083.177 - Vehicle for Refrig Controls Tech	4	-	-	-	-	-	-	-	52,000	-	-	52,000
083.178 - Tandem	4	-	-	255,000	255,000	-	-	255,000	-	-	-	765,000
083.238 - Air Conditioner Machine	4	15,000	-	-	-	-	-	-	-	-	-	15,000
083.239 - Band Saw	4	12,000	-	-	-	-	-	-	-	-	-	12,000
083.241 - Specialty & Small Area Mower	g	-	-	25,000	-	-	-	-	-	-	-	25,000
083.234 - Engineering Vehicle	g	-	-	-	-	-	-	-	-	-	45,000	45,000
083.225 - 3/4 Ton Truck	4	-	-	-	-	-	-	-	-	52,500	-	52,500
083.226 - Truck - Fire Safety Codes Officer	4	-	-	-	-	-	-	-	-	50,000	-	50,000
083.227 - Truck - Operator Infrastructure Maintenance	4	-	-	-	-	-	-	-	-	52,500	-	52,500
083.231 - Fire Pump Testing Apparatus*	3	-	120,000	-	-	-	-	-	-	-	-	120,000
083.215 - Joint Venture Transit Busses**	4	-	-	-	100,000	1,100,000	100,000	100,000	-	-	-	1,400,000
083.216 - Ice Resurfacer Attachment	b	-	-	-	-	-	-	-	-	15,000	-	15,000
083.219 - Major Vehicle Rehabilitation	4	100,000	-	-	-	-	-	-	-	-	-	100,000
083.220 - Specialized Parks Vehicle (Mini Truck)	g	21,000	-	-	-	-	-	-	-	15,000	-	36,000
083.221 - Lake Weed Harvester Replacement	4	-	-	500,000	-	-	-	-	-	-	-	500,000
Total: Equipment Services Capital Program (083)		2,014,000	2,112,000	3,542,500	1,461,000	2,402,000	648,400	2,798,000	1,131,500	1,706,500	1,301,000	19,116,900

*Partnership with Leduc County 50/50 assumption

**Partnership with Leduc County 65/35

Facilities - Major Facilities (087)

087.137 Land Acquisition	B	625,000	-	-	-	-	-	-	-	-	-	625,000
087.162 - West Public Works Satellite Shop (no land cost included)	g	-	-	-	-	-	-	152,000	1,117,000	-	-	1,269,000
087.173 - Golf Course Overflow Parking Lot	vi	-	1,207,500	-	-	-	-	-	-	-	-	1,207,500
087.166 - Twin field houses West Campus	b	-	-	-	-	-	-	1,200,000	13,800,000	-	-	15,000,000
087.174 - Golf Course Facility	vi	3,500,000	-	-	-	-	-	-	-	-	-	3,500,000
087.174 - Golf Course Facility	vi	410,000	-	-	-	-	-	-	-	-	-	410,000
087.151 - City of Leduc Facilities Master Plan	b	-	-	-	-	125,000	-	-	-	-	125,000	250,000
087.161 - North Fire Hall - Not Including land *	1	-	-	-	-	400,000	4,600,000	-	-	-	-	5,000,000
087.142 - RCMP Expansion - Sub to FSMP	3	3,250,000	-	-	-	-	-	-	-	-	-	3,250,000
Total: Facilities - Major Facilities (087)		7,785,000	1,207,500	-	-	525,000	4,600,000	1,352,000	14,917,000	-	125,000	30,511,500

* Pursuing Partnership opportunity



Page 225 of 329
City of Leduc 2020 - 2029 Capital by Program

	Rank	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Facilities - Restorations and Improvements (086)												
086.261 - Telford House Facility Rehabilitation	4	15,000	-	-	-	43,000	-	-	26,496	-	-	84,496
086.262 - Civic Centre Capital Renewal	4	-	-	12,801	-	33,622	-	-	-	-	350,000	396,423
086.263 - Alexandra Arena Capital Renewal	4	100,000	-	631,000	-	-	-	14,528	48,250	-	-	793,778
086.266 - LRC Capital Renewal Project	4	579,222	-	-	249,448	44,381	-	440,619	140,000	1,014,717	158,652	2,627,039
086.267 - Protective Services Building Capital Renewal	4	1,750,000	-	-	-	-	-	-	153,635	-	6,068	1,909,703
086.267 - Protective Services Building Capital Renewal	4	2,278	-	-	-	-	-	-	-	-	-	2,278
086.295 - Stageworks Capital renewals	4	-	-	-	-	-	-	-	25,839	-	-	25,839
086.274 - LRC Pool Old Mechanical Room Renovations PHII	4	110,548	-	-	38,989	1,063,774	310,805	-	-	32,718	437,919	1,994,753
086.275 - LRC Program Space Expansion	iv	-	100,000	1,400,000	-	-	-	-	-	-	-	1,500,000
086.255 - Civic Centre Reconfigure Admin Space	b	-	-	-	-	-	-	-	-	-	-	-
086.377 - West LRC entrance sign	v	-	30,000	-	-	-	-	-	-	-	-	30,000
086.309 - OPS staff Parking	f	-	-	-	-	-	-	-	-	-	-	-
086.310 - OPS office space reconfiguration	b	-	-	-	-	-	-	-	-	-	-	-
086.304 - Building Security Enhancements	2	50,000	-	50,000	-	50,000	-	50,000	-	50,000	-	250,000
087.145 - Capital Equipment Renewal LRC	4	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
092.371 - Digital Sign Replacement	4	125,000	-	-	-	-	-	-	-	-	-	125,000
102.061 - Lede Park (Concession, Washroom, Shelter)	i	50,000	200,000	-	-	-	-	-	-	-	-	250,000
Total: Facilities - Restorations and Improvements (086)		2,832,048	380,000	2,143,801	338,437	1,284,777	360,805	555,147	444,220	1,147,435	1,002,639	10,489,309
FCSS Capital Program (085)												
085.005 - Social Needs Assessment	a	-	60,000	-	-	-	60,000	-	-	-	60,000	180,000
Total: FCSS Capital Program (085)		-	60,000	-	-	-	60,000	-	-	-	60,000	180,000
GIS (104)												
104.002 - LiDAR Data Collection Project	g	-	-	-	-	45,000	-	-	-	-	70,000	115,000
104.001 - Aerial Data	4	37,000	24,000	44,000	20,000	40,000	24,000	44,000	24,000	40,000	24,000	321,000
Total: GIS (104)		37,000	24,000	44,000	20,000	85,000	24,000	44,000	24,000	40,000	94,000	436,000
Intergovernmental Affairs (079)												
092.361 - Business Management Software	g	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Total: Intergovernmental Affairs (079)		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
MacLab Centre (106)												
086.307 - MacLab Centre for the Performing Arts	4	60,000	-	-	-	-	-	-	-	-	-	60,000
106.580 - MacLab Centre Equipment Replacement Plan	a	25,500	-	78,290	30,125	-	50,100	50,100	-	-	40,707	274,822
Total: MacLab Centre (106)		85,500	-	78,290	30,125	-	50,100	50,100	-	-	40,707	334,822
Office Equipment Replacement Program (091)												
091.040 - Furniture/Workstation Replacement	4	45,500	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	225,500
091.150 - Equipment Replacement - other	4	30,000	-	30,000	-	30,000	-	30,000	-	-	30,000	150,000
Total: Office Equipment Replacement Program (091)		75,500	20,000	50,000	20,000	50,000	20,000	50,000	20,000	20,000	50,000	375,500
Offsite Levies (075) **												
075.045 - Coady Boulevard (Meadowview Blvd to SE Boundary Road) #55	5	-	-	-	1,961,000	-	-	1,961,000	-	-	-	3,922,000
075.056 - Spine Road (Allard Avenue to 65th Avenue East) - 2L #64*	5	-	2,248,000	-	-	-	-	-	-	-	-	2,248,000
075.058 - Southeast Boundary Road (Hwy 2A to Coady Blvd.) - #43	5	-	-	-	-	-	-	2,636,800	-	-	-	2,636,800
075.054 - 50th Avenue (Deer Valley Drive to west of Fire Hall access) -	5	-	-	-	-	-	564,000	-	-	-	-	564,000
075.067 - Grant MacEwan South (50th Ave to Black Gold Drive) 2L-4L -	5	900,000	2,200,000	-	-	-	-	-	-	-	-	3,100,000
075.071 - 74th Street (50th Avenue to Crystal Creek) - #12	5	-	-	-	-	1,481,000	-	-	-	-	-	1,481,000
075.072 - 74th Street (50th Ave to Woodbend) - #10	5	-	-	-	1,481,000	-	-	-	-	-	-	1,481,000
075.073 - Traffic Signal - Spine Road and Airport Road - #65	5	-	-	-	164,500	-	-	-	-	-	-	164,500
075.088 - Traffic Signals - 74th Street and 50th Ave - #25	5	-	-	-	-	-	-	-	-	329,000	-	329,000
075.089 - Traffic Signal - 65 Ave/ Spine Road - #69	5	-	-	-	-	-	-	-	-	262,000	-	262,000
075.090 - Traffic Signal - Grant MacEwan and 65 Ave - #73	5	-	-	-	-	-	-	-	-	262,000	-	262,000
075.085 - 45th/43rd Street (175m North of 70th Ave to 82nd Ave) - #47	5	-	-	-	-	-	-	-	6,400,000	-	-	6,400,000
075.086 - 50 Street turn bay - #87	5	-	-	144,000	-	-	-	-	-	-	-	144,000
075.077 - Spine Road - 65th Avenue East to Lakeside Industrial - #70	5	108,000	-	-	-	-	-	-	-	-	3,788,400	3,896,400
075.081 - East Industrial Lift Station and Force Main - S10	5	-	-	-	-	-	-	-	-	-	6,500,000	6,500,000
075.084 - Tribute Water Main Highway Crossing - W4	5	-	-	623,000	-	-	-	-	-	-	-	623,000
075.083 - Water Distribution Main across HWY2 for 65th Ave	5	-	-	-	-	-	2,633,000	-	-	-	-	2,633,000
Total: Offsite Levies (075)		1,008,000	4,448,000	767,000	3,606,500	1,481,000	3,197,000	4,597,800	6,400,000	853,000	10,288,400	36,646,700

*Partnership with Leduc County 50/50 assumption

**Offsite levy projects are only initiated upon the substantial completion of a development agreement

* Pursuing Partnership opportunity



Page 227 of 329
City of Leduc 2020 - 2029 Capital by Program

	Rank	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
080.252 - Portable Electronic Signs	2	-	35,000	-	-	35,000	-	-	35,000	-	-	105,000
080.253 - Pedestrian Crosswalk Signals	2	65,280	66,586	67,917	69,276	70,661	72,074	73,515	74,985	76,485	78,000	714,779
080.268 - Resurface Tennis Courts	4	-	-	-	45,000	-	-	-	-	-	-	45,000
080.281 - Strategic Safe Community Initiatives	2	100,000	-	-	-	-	-	-	-	-	-	100,000
080.277 - Cemetery Development*	b	-	-	1,500,000	-	-	-	-	-	-	-	1,500,000
080.277 - Cemetery Development	b	-	600,000	665,000	3,000,000	-	-	-	-	-	-	4,265,000
080.285 - Fountain Replacement	4	-	15,000	-	15,000	-	-	-	-	-	-	30,000
080.287 - Tree Replacement	4	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
080.282 - Outdoor Skate Path	iv	38,000	-	-	10,000	-	-	10,000	-	-	-	58,000
102.065 - Deer Valley Community Garden	iv	-	-	-	305,000	-	-	-	-	-	-	305,000
<i>* City of Leduc's offsite levy contribution when project proceeds</i>												
Total: Public Services Capital Program (080)		1,024,080	1,173,186	2,717,405	3,912,782	604,496	653,168	597,412	590,413	604,641	574,500	12,452,083
Recreation Capital Program (105)												
105.004 - General Equipment Renewal LRC	4	29,200	30,000	28,500	28,000	26,000	28,000	29,000	26,500	26,500	25,000	276,700
105.001 - Aquatics Equipment Renewal	4	100,000	100,000	100,000	100,000	140,000	86,000	89,000	84,000	65,000	59,000	923,000
105.002 - Fitness Equipment Renewal	4	92,080	107,180	101,430	101,270	85,270	98,470	77,310	72,885	104,665	92,470	933,030
105.003 - LRC Lease Space Reconfiguration	v	50,000	-	-	-	-	-	-	-	-	-	50,000
Total: Recreation Capital Program (105)		271,280	237,180	229,930	229,270	251,270	212,470	195,310	183,385	196,165	176,470	2,182,730
Telephone Upgrade (101)												
101.001 - Telephone Replacement	4	2,500	-	-	-	-	-	-	-	60,000	60,000	122,500
Total: Telephone Upgrade (101)		2,500	-	-	-	-	-	-	-	60,000	60,000	122,500
Transit (010)												
010.003 - Public Transit Infrastructure Improvements	a	20,000	-	-	-	-	-	-	-	-	-	20,000
Total: Transit (010)		20,000	-	-	-	-	-	-	-	-	-	20,000
Wastewater Capital Program (082)												
082.045 - Industrial Park Storm Lift Upgrade	3	95,000	-	-	-	-	-	-	-	-	-	95,000
082.044 - New Sanitary Lateral Augers	4	45,000	-	-	-	-	45,000	-	-	-	-	90,000
082.042 - Lift Station Upgrades	3	-	-	-	-	-	-	-	-	220,000	-	220,000
082.010 - Wastewater Mainline Upgrading/Repair	3	-	-	-	-	-	-	-	34,461	-	-	34,461
082.030 - Infiltration Reduction Program	4	50,000	51,000	52,020	53,060	54,122	55,204	56,308	57,434	58,583	59,800	547,531
082.040 - Service Connection Repair	4	160,000	-	160,000	-	160,000	-	160,000	-	160,000	-	800,000
Total: Wastewater Capital Program (082)		350,000	51,000	212,020	53,060	214,122	100,204	216,308	91,895	438,583	59,800	1,786,992
Water Department Capital Program (081)												
081.070 - Distribution System Upgrades-Contract Services/Equipment	3	60,000	65,000	70,000	75,000	80,000	85,000	90,000	95,000	100,000	105,000	825,000
081.080 - Reservoir Improvements	3	65,000	-	-	-	-	-	-	-	135,000	-	200,000
081.083 - Water Meter Annual Purchases	d	264,400	272,400	280,500	289,000	297,600	306,500	315,700	325,200	331,700	338,000	3,021,000
081.087 - Cross Connection Control Program	1	575,000	-	-	-	-	-	-	-	-	-	575,000
081.093 - Mainline Valve Replacement	3	165,000	180,000	110,282	112,485	114,737	117,033	119,373	121,761	124,196	127,000	1,291,867
081.094 - Leak Detection Software Module	v	-	-	-	-	75,000	-	-	-	-	-	75,000
081.097 - SCADA Communication System Replacement	3	420,000	-	-	-	-	-	-	-	-	-	420,000
Total: Water Department Capital Program (081)		1,549,400	517,400	460,782	476,485	567,337	508,533	525,073	541,961	690,896	570,000	6,407,867
Total Expense		30,725,301	21,042,018	36,693,369	33,689,303	23,441,445	22,845,862	29,881,611	34,078,938	15,557,743	23,789,998	271,745,588
Debenture Funded												
		5,450,000	-	-	-	-	-	-	-	-	-	5,450,000
Unfunded												
		-	2,177,500	3,315,000	7,530,000	3,650,000	7,100,000	8,627,000	14,967,000	50,000	150,000	47,566,500

Note: All project costs after 2021 could have a range of +/- 20% as a result of detailed design not being completed. These are high level estimates only.

City of Leduc - 2020 Charge Schedule Changes



City Clerk*	2020 Charge	Unit/Per
The following charges are established for the provision of services to the public:		
Assessment Complaint Filing Fee		
Residential	\$50.00	
Commercial - based on assessed value of property:		
\$0 - \$499,999	\$300.00	
\$500,000 plus	\$650.00	
No fees shall be charged for a change in school support		
If a complainant withdraws a complaint on agreement with the assessor to correct any matter or issue under complaint, any complaint filing fee must be refunded to the complainant.		
Development Appeals		
Appeals respecting any residential development and developments in an Agricultural or Urban Reserve District - For Each Appeal		
	\$125.00	
For all other appeals - For Each Appeal	\$125.00	
Subdivision Appeals – For Each Appeal	\$125.00	
For searching for, locating and retrieving a record	\$6.75	per 1/4 hour
For producing a record from an electronic record:		
Computer processing and related charges	cost	actual cost to the City
Computer programming	cost	up to \$20.00 per 1/4 hour
For producing a paper copy of a record:		
Photocopies and computer printouts:		
Black and white up to 8 1/2" x 14"	\$0.25	per page
Other formats	\$0.50	per page
From microfiche or microfilm	\$0.50	per page
Plans and blueprints	cost	actual cost to the City
For producing a copy of a record by duplication of the following media:		
Microfiche and microfilm	cost	actual cost to the City
Computer disks	\$5.00	per disk
Computer tapes	cost	actual cost to the City
Slides	\$2.00	per slide
Audio and video tapes	cost	actual cost to the City
For producing a photographic copy (colour or black and white) printed on photographic paper from a negative, slide or digital image:		
4" x 6"	\$3.00	
5" x 7"	\$6.00	
8" x 10"	\$10.00	
11" x 14"	\$20.00	
16" x 20"	\$30.00	
For producing a copy of a record by any process or in any medium for format not listed above	cost	actual cost to the City
For preparing and handling a record for disclosure	\$6.75	per 1/4 hour
For supervising the examination of a record	\$6.75	per 1/4 hour
For shipping a record or a copy of a record	cost	actual cost to the City
Requests for Information:		
Environmental Assessment Requests - Per Property	\$80.00	
Other Property Searches - Per Property	\$50.00	

*Charges are established pursuant to s. 630.1 of the Municipal Government Act, RSA 2000, Chapter M-26

*Charges are established in accordance with the Freedom of Information and Protection of Privacy Act s. 93, as amended

Finance	2020 Charge	Unit/Per
Assessment		
Assessment Information	\$75.00	per hour
Fees may be charged on a "per piece" of information	\$25.00	
Mortgage Administration Fee	\$15.00	
NSF (Cheques, TIPP and AUL withdrawals)	\$35.00	
Photocopying / Printing - Per Page (black and white up to 8 1/2" x 11")	\$3.00	
Tax		
Tax Certificates	\$30.00	
Tax Notification & Recovery (per property)	\$100.00	
Lien Registration	\$100.00	

City of Leduc - 2020 Charge Schedule Changes

FCSS			2020 Charge	Unit/Per
Counselling				
Gross Annual Family Income Range				
Per Year	Per Month	Number of Children		
Less than \$19,999	Up to \$1,665	0	\$20.00	
\$20,000 - \$24,999	\$1,666 - \$2,083	0	\$25.00	
\$25,000 - \$29,999	\$2,084 - \$2,500	0	\$30.00	
\$30,000 - \$34,999	\$2,501 - \$2,917	0	\$35.00	
\$35,000 - \$39,999	\$2,918 - \$3,333	0	\$40.00	
\$40,000 - \$44,999	\$3,334 - \$3,750	0	\$45.00	
\$45,000 - \$49,999	\$3,751 - \$4,166	0	\$50.00	
\$50,000 - \$75,000	\$4,167 - \$6,250	0	\$55.00	
Per Year	Per Month	Number of Children		
Less than \$19,999	Up to \$1,665	1 or 2	\$18.00	
\$20,000 - \$24,999	\$1,666 - \$2,083	1 or 2	\$22.00	
\$25,000 - \$29,999	\$2,084 - \$2,500	1 or 2	\$25.00	
\$30,000 - \$34,999	\$2,501 - \$2,917	1 or 2	\$30.00	
\$35,000 - \$39,999	\$2,918 - \$3,333	1 or 2	\$35.00	
\$40,000 - \$44,999	\$3,334 - \$3,750	1 or 2	\$40.00	
\$45,000 - \$49,999	\$3,751 - \$4,166	1 or 2	\$45.00	
\$50,000 - \$75,000	\$4,167 - \$6,250	1 or 2	\$50.00	
Per Year	Per Month	Number of Children		
Less than \$19,999	Up to \$1,665	3 or more	\$15.00	
\$20,000 - \$24,999	\$1,666 - \$2,083	3 or more	\$20.00	
\$25,000 - \$29,999	\$2,084 - \$2,500	3 or more	\$22.00	
\$30,000 - \$34,999	\$2,501 - \$2,917	3 or more	\$25.00	
\$35,000 - \$39,999	\$2,918 - \$3,333	3 or more	\$30.00	
\$40,000 - \$44,999	\$3,334 - \$3,750	3 or more	\$35.00	
\$45,000 - \$49,999	\$3,751 - \$4,166	3 or more	\$40.00	
\$50,000 - \$75,000	\$4,167 - \$6,250	3 or more	\$45.00	
Appointments will be based on annual gross income, and the fee is due prior to each appointment.				
If cancellation of appointment is required, 24 hours notice must be given.				
If 24 hours notice is not received, the full hourly fee will be charged.				
Homemaking Service				
Gross Annual Family Income Range				
Per Year	Per Month			
Up to \$12,000	Up to \$1,000		\$11.00	
Up to \$18,000	\$1,001 - \$1,500		\$12.50	
Up to \$24,000	\$1,501 - \$2,000		\$13.50	
Up to \$30,000	\$2,001 - \$2,500		\$14.50	
Up to \$36,000	\$2,501 - \$3,000		\$15.50	
Up to \$42,000	\$3,001 - \$3,500		\$16.50	
Up to \$48,000	\$3,501 - \$4,000		\$17.50	
Veteran Affairs Clients			\$22.00	
Services are provided to individuals over the age of 65 who are physically unable to do light housekeeping.				
24 hours notice is required when cancelling services.				
Meals on Wheels				
\$10.00 per meal for anyone eligible for this program.			\$10.00	
If a meal needs to be cancelled, it must be done no later than 10:00 AM				
on day of delivery; otherwise client will be charged for the meal				
A subsidy is available for those who qualify - cost is \$7.50 per meal				

City of Leduc - 2020 Charge Schedule Changes

Maclab Centre for the Performing Arts		2020 Charge	Unit/Per
Rental Rates			
Local Not-for-Profit			
Live Performance (8 hour day)		\$680.00	
Stage Rehearsal (8 hour day)		\$560.00	
Additional Hours (overtime)		\$110.00	
Live Performance (5 hour day)		\$425.00	
Stage Rehearsal (5 hour day)		\$382.00	
Additional Hours (up to 8 hours)		\$85.00	
Additional Rental Hours (overtime)		\$110.00	
Additional Tech Support (up to 8 hours)		\$45.00	
Additional Tech Support (overtime)		\$67.50	
Non-Local Not-for-Profit & Local Commercial			
Live Performance (8 hour day)		\$1,020.00	
Stage Rehearsal (8 hour day)		\$840.00	
Additional Hours (overtime)		\$140.00	
Live Performance (5 hour day)		\$650.00	
Stage Rehearsal (5 hour day)		\$573.00	
Additional Hours (up to 8 hours)		\$124.00	
Additional Rental Hours (overtime)		\$140.00	
Additional Tech Support (up to 8 hours)		\$45.00	
Additional Tech Support (overtime)		\$67.50	
Non-Local Commercial			
Live Performance (8 hour day)		\$1,400.00	
Stage Rehearsal (8 hour day)		\$1,100.00	
Additional Hours (overtime)		\$170.00	
Live Performance (5 hour day)		\$750.00	
Stage Rehearsal (5 hour day)		\$685.00	
Additional Hours (up to 8 hours)		\$147.50	
Additional Rental Hours (overtime)		\$175.00	
Additional Tech Support (up to 8 hours)		\$45.00	
Additional Tech Support (overtime)		\$67.50	
Black Gold Schools			
Live Performance up to 8 hours (4 hour minimum)		\$85.00	hour
Additional Rental Hours (overtime up to 12 hours)		\$107.50	hour
Rehearsals:			
Weekday 8:00am to 5:00pm		\$45.00	hour
Weekday 5:00pm to 11:00pm		\$70.00	hour
Weekends (5 hour minimum)		\$350.00	
Additional Rental Hours Weekends (overtime up to 8 hours)		\$70.00	
Additional Rental Hours (overtime up to 12 hours)		\$97.50	
Additional Tech Support (up to 8 hours)		\$45.00	
Additional Tech Support (overtime)		\$67.50	
Commercial Bookings			
10% of Ticket Revenue or base rental fee, whichever is greater.			
Overtime rental and technical charges are 10% of the base rent.			
Box Office - Ticketpro			
Set up fees per event/performance		\$47.62	
Commission on gross credit card sales		5%	
Commission on gross debit card sales		5%	
Printing cost per ticket sold		\$0.19	
Printing cost per complementary ticket		\$0.10	
Capital Replacement Fee (CRF)			
A Capital Replacement Fee will be collected on all events with ticketed paid admission			
Price Per ticket to buy (Box Office)	Capital Replacement Fee	Service Fee	
\$0.00 to \$5.00	\$0.25	\$0.50	\$0.75
\$5.01 - \$10.00	\$0.50	\$1.00	\$1.50
\$10.01 - \$20.00	\$0.75	\$1.50	\$2.25
\$20.01 - \$34.99	\$1.25	\$2.50	\$3.75
\$35.00 - \$50.00	\$1.50	\$3.00	\$4.50
\$50.01 and up	\$2.00	\$4.00	\$6.00
All Merchandise/Up-sell Items	\$1.50	\$1.50	\$3.00
Entandem (a SOCAN and RE:SOUND company) Licensing Fees			
Licensing fees will be collected based on Entandem rules and regulations			
www.entandemlicensing.com			

City of Leduc - 2020 Charge Schedule Changes

Geomatic Services		2020 Charge		Unit/Per
Cost Associated with completing a custom mapping request:				
Geomatics Services makes various standard products available.				
Should a customer request a product other than one of these standard standard products, the request will be treated as a custom mapping request.				
Custom requests will be addressed on a case-by-case basis.		\$40.00	per hour	
These requests incur a minimum charge of \$20.00.				
Time spent on completing a custom request.				
Times are to be billed to the nearest 15 minutes.				
Once a request has been made, should the customer withdraw the request prior to the commencement of work, no charge shall be made. If work on the request has already begun, the customer shall be charged for all time costs incurred up to that point.				
If the request was completed prior to being cancelled, the customer shall be charged the full amount.				
Any cost for delivery of the product will be added to the total cost.				
Costs will be assessed in accordance with City of Leduc Policy No. 12.07.02 - Release and Sale of GIS Products and Services.				
GIS Product Pricing:				
Paper Products				
Registered Plan Index				
Shows the locations of registered survey plan within the City of Leduc.				
22 x 34		\$15.00		
34 x 44		\$20.00		
Utility Infrastructure Map				
Individual utility maps showing the location of water, sanitary, and storm services. Charges are per utility map.				
22 x 34		\$20.00		
34 x 44		\$25.00		
Land Use Classification Map				
Shows land use classifications within the City of Leduc.				
17 x 22		\$20.00		
22 x 34		\$30.00		
34 x 44		\$40.00		
City Wide Area Structure Plan Map				
Shows current Area Structure Plans within the City of Leduc.				
17 x 22		\$20.00		
22 x 34		\$30.00		
34 x 44		\$40.00		
Address Map				
Civic addresses shown on two separate maps. One for the south residential area, one for the north industrial/commercial area.				
34 x 44 South - Residential		\$20.00		
34 x 44 North - Commercial/Industrial		\$20.00		
Aerial Photography				
8-1/2 x 11	Black & White	\$5.00		
11 x 17	Black & White	\$10.00		
20 x 22 (City Print)	Black & White	\$30.00		
40 x 44 (City Print)	Black & White	\$50.00		
8-1/2 x 11	Colour	\$10.00		
11 x 17	Colour	\$15.00		
20 x 22 (City Print)	Colour	\$45.00		
40 x 44 (City Print)	Colour	\$60.00		
8-1/2 x 11	On Photo paper	N/A		
11 x 17	On Photo paper	N/A		
20 x 22 (City Print)	On Photo paper	\$2.00		
40 x 44 (City Print)	On Photo paper	\$5.00		
Any additional feature layer can be added to these standard maps for a charge of \$2.50 per layer. If adding imagery, refer to Aerial Photography.		\$2.50	per layer	

City of Leduc - 2020 Charge Schedule Changes

Digital Products				
Utility Information				
Water, Storm, Sanitary (prices per utility)				
Line Features	CAD	\$0.03	per 10m	
Point Features	CAD	\$0.05	per point	
Line Features	GIS	\$0.05	per 10m	
Point Features	GIS	\$0.08	per point	
Contours				
1/4 section	CAD	\$125.00		
1 section	CAD	\$175.00		
Entire City of Leduc	CAD	\$550.00		
1/4 section	GIS	\$150.00		
1 section	GIS	\$225.00		
Entire City of Leduc	GIS	\$650.00		
Orthophotos				
As per the applicable ERJOI (Edmonton Regional Joint Orthophoto Initiative) Contribution Agreement				
Geocoded Street Network	CAD	\$0.03	per 10m	
Geocoded Street Network	GIS	\$0.10	per 10m	
Address Points				
First 250 points	CAD	N/A		
Next 251 - 500 points	CAD	N/A		
Next 500 - 749 points	CAD	N/A		
Next 750 - 999 points	CAD	N/A		
Next 1000+ points	CAD	N/A		
First 250 points	GIS	\$0.30	per point	
Next 251 - 500 points	GIS	\$0.25	per point	
Next 500 - 749 points	GIS	\$0.20	per point	
Next 750 - 999 points	GIS	\$0.15	per point	
Next 1000+ points	GIS	\$0.10	per point	

Protective Services*

	2020 Charge	Unit/Per
Response to a Fire, Rescue, Dangerous Goods, or other incident upon any property other	\$615.00	per hour, per unit or any portion thereof, exclusive of command cars. Administrative costs and the cost for replacement of equipment and/or materials used, lost or damaged as a result of the response.
Response to a Fire, Rescue, Dangerous Goods, or other incident upon railway property	\$625.00	per hour, per unit or any portion thereof. Administrative costs and the cost for replacement of equipment and/or materials used, lost or damaged as a result of the response.
Command Vehicles, Mobile Emergency Operations Center (MEOC) or other Unspecified vehicles or apparatus	\$185.00	per hr (includes up to two firefighters)
Fire Emergency Response to Malfunctioning Fire Safety Installations		
No charge shall be assessed for the first response related to malfunctioning Fire Safety Installations at the same premises responded to by the Fire Services Department during each calendar year. Thereafter, the following charges shall be paid by an owner for each malfunction at the same premises responded to by the Fire Services Department during said calendar year:		
Second (2nd) response to a malfunctioning alarm	\$50.00	
Third (3rd) response to a malfunctioning alarm	\$50.00	
Fourth (4th) response to a malfunctioning alarm	\$250.00	
Fifth (5th) and subsequent response to a malfunctioning alarm	\$500.00	
Fire Department site inspections for regulated occupancies:		
Licensed day homes or foster homes	\$50.00	per inspection
Day care centres, not operated out of a residence	\$100.00	per inspection
Liquor licence inspections	\$100.00	per hour or portion thereof

City of Leduc - 2020 Charge Schedule Changes

Requested and required site fire investigation portion thereof	\$75.00	per hour
Processing of construction or demolition site fire safety plans. Where multiple re-inspections are required for compliance, see "Second re-inspection" charges below:	8%	of building permit fee
Second re-inspection of Quality Management Plan occupancy or building	\$120.00	per inspection
Occupancy Load Certificate Replacement Fee	\$60.00	
File search or summary report - related to the history on a particular site or address	\$100.00	per hour, per address

Reports

Requested copies of fire run reports, dangerous goods reports, fire investigation reports or patient care reports related to a specific incident, including letters of summary and all services associated with providing the requested information.	\$200.00	per incident
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------	--------------

Photographs

Digital Photographs		
Up to and including 60 digital photographs	\$100.00	
More than 60 digital photographs	\$150.00	

Police Information Check	\$35.00	
--------------------------	---------	--

*Charges are established in accordance with Section 8 of the Dangerous Goods Transportation Bylaw No. 558-2004

*Charges are established in accordance with Section 8 of the Fire Services Bylaw No. 351-1995

Recreation Services

2020 Charge

Unit/Per

Leduc Recreation Centre Memberships / Admissions

(Membership/Admissions purchased for the Leduc Recreation Centre will allow equivalent access to the Outdoor Pool)

Admissions

Single Visit Admissions		
2 & Under	Free	
Child 3-7	\$4.50	
Youth 8-17	\$6.25	
Adult 18-59	\$9.25	
Senior 60-74	\$6.25	
Family (2 Adults and all children)	\$21.25	
Seniors Plus 75+	Free	

Flex Pass (10 Admissions)

2 & Under	Free	
Child 3-7	\$39.00	
Youth 8-17	\$56.00	
Adult 18-59	\$84.00	
Senior 60-74	\$56.00	
Family (2 Adults and all children)	\$191.00	
Seniors Plus 75+	Free	

Group Daily Admissions Rate (15 or more participants from an organization or club).	20%	discount
----------------------------------------------------------------------------------------	-----	----------

School Daily Admissions Rate

Per Student (Sept-Jun / Mon-Fri 8:30am-3:30pm)	\$4.10	per student
School Recreational Swim Admission Rate (Access to Aquatic Centre Only)		
Per Student (Sept-Jun / Mon-Fri 8:30am-3:30pm)	\$3.55	per student

Any school staff and up to one (1) supervisor per three (3) students
under the age of eight (8) will receive admission at no charge with
each recreational swim booking. Additional supervisors, or
supervisors for children over the age of eight (8), will be charged at
the student recreational swim rate.

City of Leduc - 2020 Charge Schedule Changes

Build Your Own Membership		
Monthly Continuous Membership		
Child 3-7	\$23.50	
Youth 8-17	\$33.30	
First Adult 18-59	\$50.00	
Second Adult 18-59	\$41.00	
First Senior 60-74	\$33.30	
Second Senior 60-74	\$30.00	
Each Child 3-7*	\$13.50	
Each Youth 8-17*	\$17.50	
Seniors Plus 75+	Free	
* When added to an adult pass		
Monthly Membership		
Child 3-7	\$27.00	
Youth 8-17	\$38.50	
First Adult 18-59	\$57.75	
Second Adult 18-59	\$47.00	
First Senior 60-74	\$38.50	
Second Senior 60-74	\$34.50	
Each Child 3-7*	\$15.60	
Each Youth 8-17*	\$20.00	
Seniors Plus 75+	Free	
Adult 18-59 Matinee	\$41.25	
Child / Youth Summer Evening Pass 3-17**	Free	
* When added to an adult pass		
** Valid July & August / Mon-Fri 5:00pm-9:00pm		
Annual Membership		
Child 3-7	\$257.50	
Youth 8-17	\$366.50	
First Adult 18-59	\$549.00	
Second Adult 18-59	\$448.50	
First Senior 60-74	\$366.50	
Second Senior 60-74	\$329.00	
Each Child 3-7*	\$148.50	
Each Youth 8-17*	\$191.00	
Seniors Plus 75+	Free	
Adult 18-59 Matinee	\$412.00	
Senior Active Afternoon 60-74	Free	
* When added to an adult pass		
For the purpose of subsection (g), Continuous monthly memberships to be purchased by way of monthly pre-authorized debit/credit card payments are subject to a \$10.00 cancellation fee	\$10.00	
Corporate & Group		
Employees of participating and qualifying organizations are eligible for a 20% discount when buying an annual membership	20%	discount
Post-Secondary Student		
All adults registered in a university, college, or trade school are eligible to receive their membership at the youth rate (part-time students eligible for monthly memberships only)		
Matinee		
Access Mon-Fri 1:00pm - 4:00pm		
NOTE: FOR ARENA, FIELDHOUSE, POOL and MEETING ROOMS RENTALS:		
* Full charge is applied to any cancellations with under 21 days notice		
* Minor - 17 & under, Junior - 16-25 Competitive/post secondary, Adult - 18+		
* Local-Users with 90% members from City of Leduc and/or Leduc County		
* Commercial - User conducting business		
* Daily rate amount is calculated @15 hours of hourly rate for a 24 hour booking		
* Weekly rate is calculated at 5 days @ daily rate for 7 consecutive days		
* Damage Deposit applicable for all activities/events as deemed necessary		
* Additional staffing charges may apply outside regular staffing hours and/or based on booking requirements		
* Event booking/requirements at discretion of the City of Leduc		
* All bookings subject to approval of the City of Leduc		

City of Leduc - 2020 Charge Schedule Changes

Ice Rentals - Arenas

Arenas - Ice Prime Time

Sept 1-Mar 31 / Mon-Fri 4:00pm-11:00pm. Sat & Sun 8:00am-11:00pm

Adult	\$246.25	per hour
Minor	\$128.50	per hour
Junior	\$162.75	per hour
Commercial/Non-local users	\$284.00	per hour

Arenas - Ice Non-Prime Time

Sept 1- Mar 31 / Mon-Fri 7:00am-4:00pm

Adult	\$150.50	per hour
Junior	\$162.75	per hour
Commercial/Non-local users	\$284.00	per hour

Summer Ice / Pre-League

Apr 1-Aug 31, 7:00am-1:00am

Adult	\$182.25	per hour
Minor	\$165.00	per hour
Commercial/Non-local users	\$182.25	per hour

School (Sept-Jun / Mon-Fri 8:30am-3:30pm)

\$87.75	per hour
---------	----------

Storage Rooms

Small	\$59.00	per month
Large	\$111.50	per month
Arena Dressing Room – Off Season Individual	\$58.00	use per day

Non-Ice Rentals - Rink Pads

Adult	\$109.50	per hour
Minor	\$61.50	per hour
Non-local & Commercial	\$127.50	per hour

Dirt Arena rental surcharge (Events running adjacent to annually scheduled agriculture events)

Adult	\$120.25	per day
Minor	\$72.00	per day
Non-local & Commercial	\$137.50	per day

Boarded & Unboarded Field Houses

Minor		
Full Field Rate (Sept 1 - Mar 31)	\$110.25	per hour
Unboarded Use Per Court (Sept 1 - Mar 31)	\$36.75	per hour
Boarded Field House (1/2 Field) (Sept 1 - Mar 31)	\$55.25	per hour
Boarded Field House - Off Season / Apr 1 - Aug 31	\$78.50	per hour
Mon-Fri 4:00pm-11:00pm. Sat & Sun 8:00am-11:00pm		
Boarded Field House (1/2 Field) - Off Season / Apr 1 - Sept 14	\$39.25	per hour
Mon-Fri 4:00pm-11:00pm. Sat & Sun 8:00am-11:00pm		

Adult		
Full Field Rate (Sept 1 - Mar 31)	\$121.75	per hour
Unboarded Use Per Court (Sept 1 - Mar 31)	\$40.75	per hour
Boarded Field House (1/2 Field) (Sept 1 - Mar 31)	\$61.00	per hour
Boarded Field House - Off Season / Apr 1 - Aug 31	\$84.75	per hour
Mon-Fri 4:00pm-11:00pm. Sat & Sun 8:00am-11:00pm		
Boarded Field House (1/2 field) - Off Season / Apr 1 - Sept 14	\$43.50	per hour
Mon-Fri 4:00pm-11:00pm. Sat & Sun 8:00am-11:00pm		

School (Sept -Jun / Mon-Fri 8:30am-3:30pm)

Full Field Rate	\$91.00	per hour
Boarded Field House (1/2 Field)	\$45.50	per hour
Unboarded Use Per Court	\$30.50	per hour

City of Leduc - 2020 Charge Schedule Changes

Room Rentals - Leduc Recreation Centre, Kinsmen & Cultural Village

Rental of Program Room, Meeting Space and Boardroom		
Rate	\$42.00	per hour
Commercial	\$69.75	per hour
Community Kitchen		
Meeting Space	\$42.00	per hour
With Kitchen Facilities	\$69.75	per hour
Meeting Space Commercial	\$69.75	per hour
With Kitchen Facilities Commercial	\$104.50	per hour
Curling Lobby		
Rate	\$42.00	per hour
Commercial	\$69.75	per hour
Servery Use	\$278.50	per day
City Owned Parking Lots		
The City Manager has the authority to charge a reasonable fee to temporarily license portions of City owned parking lots for events to the Public.		
Event Kiosk	\$58.00	per day

Equipment/Services

Tables (corridor use) Non-Profit (limited supplies, first come/first serve)	Free	
Tables - Event	\$10.00	daily, per table
Tables - Commercial	\$25.00	daily, per table
Chairs	\$1.50	per chair
Stage (maximum of 12 deck pieces)	\$250.00	per event
Pipe/Drape	\$25.00	per staff, per hour
Power Panel	\$125.00	per panel, per event
Staffing Cost	\$25.00	per hour, per staff member
Administration Charge	\$25.00	
Batting Cage (Special request set up)	\$103.00	
Turf Removal	\$1,300.00	
Turf Installation	\$1,300.00	
Board Removal & Install	\$50.00	per board
Beverage Cooler	\$50.00	per day
Beverage Trough	\$20.00	per day
Podium	\$50.00	per day
Portable Bar	\$20.00	per day

Room Rentals

Lede Rooms - Civic Centre		
Lede A		
Adult	\$15.35	per hour
Minor	\$10.60	per hour
Non-local/Commercial	\$17.15	per hour
Lede B		
Adult	\$30.10	per hour
Minor	\$21.15	per hour
Non-local/Commercial	\$34.50	per hour
Lede A & B		
Adult	\$44.85	per hour
Minor	\$30.45	per hour
Non-local/Commercial	\$51.50	per hour
Atrium - Civic Centre		
Local Non-Profit	\$26.80	per hour
Local Private	\$77.10	per hour
Non-local/Commercial	\$84.50	per hour

Outdoor Amenities and Spaces

Parks and Open Spaces – Park hours (6:00am – 11:00pm)		
Park Sites: Stone Barn Garden, Telford West		
Hourly	\$100.50	per hour
Daily (park hours)	\$904.00	per day
Picnic Sites: Fred John (Sites A, B, C)		
	\$11.25	per hour

Event Support Equipment (limited supplies, assigned on a first-come/first served basis)

Waste Management - 1 free sorting station or garbage bin for first 50 people	Free	
Additional bins due to event requirements	\$10.00	
Site Safety - 1 free barricade for each access point at City of Leduc discretion	Free	
Additional barricades due to event requirements	\$10.00	
Picnic Tables	\$20.00	each

City of Leduc - 2020 Charge Schedule Changes

Miscellaneous		
BBQ Surcharge	\$15.00	per day
Staffing	\$25.00	per hour, per staff member
User Group Pool Rental		
(All bookings subject to contractual terms and conditions.)		
LRC Main Pool Lane – Youth	\$14.10	per lane, per hour
LRC Main Pool Lane – Adult	\$16.20	per lane, per hour
LRC Main Pool (deep only) – Youth	\$5.65	per lane, per hour
LRC Main Pool (deep only) – Adult	\$6.50	per lane, per hour
LRC Main Pool (shallow only) – Youth	\$8.45	per lane, per hour
LRC Main Pool (shallow only) – Adult	\$9.70	per lane, per hour
LRC Leisure Pool Lane – Youth	\$6.30	per lane, per hour
LRC Leisure Pool Lane – Adult	\$7.30	per lane, per hour
Non-Prime Discount (effective Mon-Fri 7:00am-9:00am & 2:30pm-4:00pm. Sat & Sun 7:00am-9:00am & 5:00pm-6:00pm)	20%	discount
Pool Deck Storage Charge – Per Month	\$15.00	
Public Swimming Lessons		
Adult	\$65.60	
Children		
1/2 Hour Lesson	\$53.20	
3/4 Hour Lesson	\$59.20	
1 Hour Lesson	\$65.60	
Semi-Private 1/2 Hour	\$73.60	
Semi-Private 3/4 Hour	\$83.60	
1/2 Hour Private Lesson	\$32.25	
School Programs (Sept-June / Mon-Fri 8:30am-3:30pm)		
1/2 Hour Lesson	30%	off of Public Rate
3/4 Hour Lesson	30%	off of Public Rate
1 Hour Lesson	30%	off of Public Rate
Aquatic Fitness & Sport – ¾ hour/student/class	\$4.25	per student, per class
Aquatic Fitness & Sport – 1 hour/student/class	\$5.00	per student, per class
Swim Evaluations	\$9.75	
Aquatic Programs		
Registered Aquatic Fitness Programs		minimum enrollment required/cost recovery
Specialized Aquatic Programs		minimum enrollment required/cost recovery
Advanced Leadership Programs		minimum enrollment required/cost recovery
Programs		
Preschool and Children's Programs		minimum enrollment required/cost recovery
Babysitter Safety Course		minimum enrollment required/cost recovery
Fitness Programs and Services		minimum enrollment required/cost recovery
First Aid Programs		minimum enrollment required/cost recovery
Recreation Programs		minimum enrollment required/cost recovery
Cooking Programs		minimum enrollment required/cost recovery
Child Minding		minimum enrollment required/50% cost recovery
Outdoor Pool Admission and Passes		
(Admissions/Passes purchased for the Outdoor Pool will not allow access to the Leduc Recreation Centre)		
Single Admissions		
2 & Under	Free	
Child 3-7	\$3.75	
Youth 8-17	\$4.75	
Adult 18-59	\$5.75	
Senior 60-74	\$4.75	
Family (2 adults and all children)	\$15.25	
Seniors Plus 75+	Free	
Flex Pass (10 Admissions)		
2 & Under	Free	
Child 3-7	\$30.00	
Youth 8-17	\$38.00	
Adult 18-59	\$46.00	
Senior 60-74	\$38.00	
Family (2 adults and all children)	\$122.00	
Seniors Plus 75+	Free	

City of Leduc - 2020 Charge Schedule Changes

Season Pass (purchased on or before May 31)		
2 & Under	Free	
Child 3-7	\$58.00	
Youth 8-17	\$75.50	
Adult 18-59	\$89.75	
Senior 60-74	\$75.50	
Family (2 adults and all children)	\$240.25	
Seniors Plus 75+	Free	
Season Pass (purchased on or after June 1)		
2 & Under	Free	
Child 3-7	\$68.00	
Youth 8-17	\$89.00	
Adult 18-59	\$105.50	
Senior 60-74	\$89.00	
Family (2 adults and all children)	\$282.50	
Seniors Plus 75+	Free	
Aquatic Group Daily Admission Rate		
(15 or more participants)	20%	discount
User Group Outdoor Pool Rental		
All bookings subject to contractual terms and conditions		
Outdoor Main Pool Lane – Youth	\$14.10	per lane, per hour
Outdoor Main Pool Lane – Adult	\$16.20	per lane, per hour
Outdoor Pool Dive Tank – Youth	\$20.00	per dive tank, per hour
Outdoor Pool Dive Tank – Adult	\$23.00	per dive tank, per hour
Outdoor Pool Public Bookings, Per Hour		
Exclusive use subject to availability, scheduling and operational needs.		
Minimum booking of 2 hours unless adjacent to another booking or scheduled activity		
1 - 30 Swimmers	\$80.00	per hour
31 - 75 Swimmers	\$110.00	per hour
76 - 150 Swimmers	\$140.00	per hour
151 - 200 Swimmers	\$170.00	per hour
201 - 240 Swimmers	\$200.00	per hour
Athletic Field User Charges		
Soccer, Track, Rugby & Football		
Minor Rate (aged 11 & under)	\$11.85	per member
Youth Rate (aged 12-17)	\$17.75	per member
Adult Rate	\$23.65	per member
Daily Field & Track Rental	\$177.25	per day
Hourly Field & Track Rental	\$35.50	per hour
Diamond Use (Organized Groups/Teams)		
Adult	\$709.00	per team, per season
Youth (aged 12-17)	\$473.00	per team, per season
Minor (aged 11 & Under)	\$354.00	per team, per season
Daily Diamond Rental	\$178.00	per day
Hourly Diamond Rental	\$35.50	per hour
Tournament Damage Deposit	\$500.00	per event
Ball Diamonds Tournament/Host Weekend Attendant		
8:30am - 4:30pm	\$10.00	per Service and per Diamond
After 4:30pm	\$25.00	per Service and per Diamond
Sports Field Scheduled Flood Lights	\$40.50	per use
(William F. Lede Ball Diamond Lights, John Bole)		
Beach Volleyball Court		
Adult	\$26.80	per hour
Minor	\$16.10	per hour



2020-2022 BUDGET

OUR MISSION IS: People. Building. Community.

2020-2022 Operating Budget & 10 Year Capital Plan

Presented By:

Jennifer Cannon, Director, Finance





Background



- Utilized leaner budget strategies
- \$2.0M substantive cuts by administration in 2020
 - \$3.7M cumulative overall reductions over two years
- Deferred and realigned capital projects to accommodate funding reductions



Budget Complexities and Pressures

Current Environment

- Unbalanced growth
- Sluggish economy
- Inflation
- Desire to have a low tax increase



Provincial Impacts

- Budget released in October
- \$371K loss in annual revenue
- \$1M loss in annual forecasted capital funding – over 10 yrs (MSI)



Operational Budget Highlights

The City of Leduc continues to focus on providing high levels of service to our citizens, providing high quality of life with a minimal tax increase.

Protective Services

- Last year of RCMP facility multi-year strategy
- Supports the continued effort to provide our citizens with a safe and vibrant community

Enhanced Transit

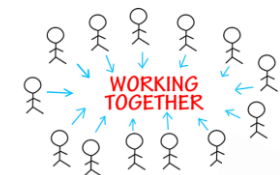
- Important service that enhances connectivity
- Increases regional focus

Community Groups

- Continue recognizing the importance of community groups through on-going funding and grants to organizations

Economic Development

- Attraction and retention
- Continue partnerships
- Promote tourism
- Invest in Sport Tourism





Capital Budget Highlights

The City of Leduc recognizes the need to plan sustainably and does so through an integrated capital program.

Engineering & Transportation

- Black Gold Drive Rehabilitation
- 50th Avenue Overlay
- 65th Avenue Land Purchase/Construction
- Grant MacEwan South Construction
- Windrose Multiway

Facilities

- RCMP Building Expansion
- Golf Course Facility



Parks & Public Services

- Cross Connection Control Program
- Railway Crossing Rehabilitation
- Outdoor Rink Development in Southfork (partnership)



Recreation Services

- Playground equipment – partnership Linsford Park School
- Aquatics equipment



Proposed Tax Revenue Requirements

	2020	2021	2022
Base Operational & Capital Requirements	(2.04%)	0.31%	1.48%
RCMP	1.32%		
Enhanced Transit	0.63%	0.74%	
Partnership Opportunities	0.36%	0.44%	
Tax Revenue Increase	0.27%	1.49%	1.48%



How Did We Get There?

The City of Leduc focused on creating a budget that was cost-conscious

Reductions

- **\$750K** Contacted Services Allowance (2019)
- **\$230K** Snow Removal Allowance (2019)
- **\$250K** Materials and Supplies Allowance
- **\$240K** increase Salary Vacancy Allowance
- Reduced new staff significantly in 2020
 - Reduced new staff in 2021 & 2022 downwards to align with growth
- Creation of the Lean Budgeting Risk Mitigation Fund
- Performed a detailed review of major cost centres









The 2020 Budget Brings This:

- Continued provision of a high level of services
- Maintenance of the City's capital assets
- Enhanced focus on environmental initiatives
- Continued support community groups
- Final year of Protective Services smoothed mill rate strategy
- Second year of 3 for enhanced transit smoothed mill rate strategy



Recommendation

-  That Council hereby adopts the 2020 operating budget of \$103,058,501.
-  That Council hereby adopts the 2020 capital budget of \$30,725,301.
-  That Council accept the 2021-2022 forecasted financial plan and the 2021-2029 forecasted capital plan.
-  That Council accept the 2020 Charge Schedule.
-  That Council hereby approves the service profiles as identified in the Committee of the Whole, 2020 Public Budget Meetings document.
-  That Council approves the re-designation of the Snow Removal Fund to the Departmental Lean Budgeting Risk Mitigation Fund to assist Administration with leaner budgeting.



COUNCIL REQUEST FOR DECISION

MEETING DATE: December 2, 2019

SUBMITTED BY: Jennifer Cannon, Director of Finance

Carmen Dragan-Sima, Manager, Financial Planning & Budgets

PREPARED BY: Rhonda Loewen, Lead, Revenue Services

REPORT TITLE: Bylaw No. 1031-2019 – 2020 Fees Bylaw, Second and Third Reading

EXECUTIVE SUMMARY

This report brings forward for Council's consideration an amendment to Bylaw 1031-2019, the 2020 Fees Bylaw, and a request that Bylaw No. 1031-2019 receive second and third readings as amended.

RECOMMENDATION

1. That Bylaw No. 1031-2019 be amended as follows:
 - a. by replacing "\$22.75" in Section 4(1) with "\$23.65"; and
 - b. by replacing "\$41.00" in Section 10.2(a)(viii) with "\$40.00".
2. That Bylaw No. 1031-2019 receive second reading as amended.
3. That Bylaw No. 1031-2019 receive third reading as amended.

RATIONALE

The 2020 Fees Bylaw ("Bylaw") sets product and service pricing for the corporation legislatively and assists Administration in communicating this pricing to the public. The Bylaw assists Administration and Council when considering fees as part of the annual municipal budget and business planning process.

The increase of \$0.90 per month to the base rate for waste collection is a result of the approval of the environmental business case.

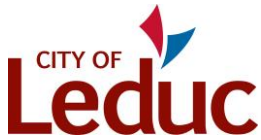
The decrease to the fee for each new title for bare land condominiums, or re-division of a phased condominium, from \$41.00 to \$40.00 aligns the fee with the maximum amount that may be charged as per Section 74, Part 9(75) of the *Condominium Property Act*, Alberta Regulation 168/2000.

If Council is satisfied that all amendments are accurately reflected in the Bylaw, and no further amendments are necessary, Administration recommends Bylaw 1031-2019, as amended, receive second and third reading at this time to allow sufficient time to ensure that rate changes are in place on January 1, 2020.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

Fees and charges are to be reviewed and updated as part of the annual budgeting and business planning process. The proposed fees are reflected in the 2020 municipal operating budget. Failure to adopt the new Bylaw will result in misstated revenues in the 2020 budget.



COUNCIL REQUEST FOR DECISION

RISK ANALYSIS: FINANCIAL / LEGAL:

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

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

Bylaw 1031-2019, the 2020 Fees Bylaw, effectively repeals Bylaw No. 1006-2018 – 2019 Fees Bylaw.. Should this bylaw not be approved, the Bylaw No. 1006-2018 will remain in force. By passing these fees in the Bylaw, no fee for a service contemplated by the Bylaw may be charged except as authorized by the Bylaw. This reduces the risk of unapproved fees and charges being used by the City. It does reduce flexibility for some business units, as they cannot reduce fees without the express authority to do so in the Bylaw.

IMPLEMENTATION / COMMUNICATIONS:

Rate changes will be implemented on January 1, 2020. Approval of the Bylaw will be communicated internally to business units by the Finance Department. Arrangements to have the new Bylaw posted to the City of Leduc website will be made by the Office of the City Clerk.

ALTERNATIVES:

1. That Council further amends Bylaw No. 1031-2019.
2. That Council not approve the proposed amendments made to Bylaw No. 1031-2019.

ATTACHMENTS

1. 2020 Fee Changes
2. 2020 Fees Bylaw No. 1031-2019

Bylaw No. 1031-2019

PAGE 1

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

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

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

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

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

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

PART I: TITLE AND PURPOSE

1. That this Bylaw may be cited as the “2020 Fees Bylaw” or “Fees Bylaw”.
2. The purpose of this bylaw is to establish fees that must be charged for the licenses, permits and approvals provided by the City.

Bylaw No. 1031-2019**PAGE 2****PART II: DEFINITIONS**

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

PART III: PLANNING AND INFRASTRUCTURE**ENGINEERING AND PUBLIC SERVICES**

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

(1) Base Rate per month, or any portion thereof, to be levied against each Residential Dwelling	\$23.65
(2) Additional cart rental and curbside collection - per month (minimum 6 month term)	
(a) Waste Cart	\$12.25
(b) Organics Cart	\$8.15
(3) Eco Station-Bagged Waste Fee – per visit	
(a) First bag	\$0.00
(b) Additional bags – per bag	\$2.00
(4) Lost or Damaged Cart	\$61.20
(5) Cart Delivery Fee	\$26.00

Bylaw No. 1031-2019**PAGE 3**

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

- | | |
|----------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| (1) Account Initiation Fee | \$25.00 |
| (2) Administrative fee for transferring unpaid utility arrears to property taxes | \$35.00 |
| (3) Reconnection Fee | |
| (a) Monday - Friday, 7:00 a.m. to 4:30 p.m. (regular business hours) | \$50.00 |
| (b) Anytime other than listed in (a) | \$100.00 |
| (4) Callout Charge | |
| (a) Callback charge for water meter installation or repair | \$50.00 Admin Fee for re-booking a missed appointment |
| (5) Application for new service connection (by meter size) | |
| (a) 15mm (5/8") | \$359.00 |
| (b) 20mm (3/4") | \$374.00 |
| (c) 25mm (1") | \$420.00 |
| (d) 40mm (1.5") | \$1,435.00 |
| (e) 50mm (2") | \$1,645.00 |
| (f) 75mm (3") | \$2,055.00 |
| (g) 100mm (4") | \$3,377.00 |
| (h) 150mm (6") | \$5,597.00 |
| (6) Meter Testing Charge | \$150.00 |
| (7) Hydrant Maintenance (Privately Owned Hydrants) | |
| (a) Hydrant Repair | \$150.00 per hour plus cost of materials used and 5% administration fee |
| (8) Sale of Bulk Water | |

Bylaw No. 1031-2019**PAGE 4**

-
- | | |
|--------------------------------------|----------|
| (a) Meter Rental Fee | \$50.00 |
| (b) Rate per cubic meter | \$2.82 |
| (c) Bulk Water Hydrant Meter Deposit | \$500.00 |
- (9) Residential Water Consumption Charge per Cubic Meter \$2.57
- (10) Residential Fixed Monthly Service Charge \$9.84
- (11) Non-Residential Water Consumption Charge per Cubic Meter \$2.57
- (12) Non-Residential Fixed Monthly Service Charge – Based on Meter Size
- | | |
|-----------------|----------|
| (a) 15mm (5/8") | \$11.16 |
| (b) 20mm (3/4") | \$14.50 |
| (c) 25mm (1") | \$25.71 |
| (d) 40mm (1.5") | \$53.37 |
| (e) 50mm (2") | \$91.69 |
| (f) 75mm (3") | \$201.72 |
| (g) 100mm (4") | \$361.45 |
- (13) The following Utility Security Deposits for Non-Owners are established in accordance with Section 41 of the Water Bylaw No. 738-2010:
- | | |
|--------------------------------|------------|
| (a) 15mm (5/8") to 20mm (3/4") | \$225.00 |
| (b) 25mm (1") | \$600.00 |
| (c) 40mm (1.5") | \$1,100.00 |
| (d) 50mm (2") | \$1,500.00 |
| (e) 75mm (3") | \$2,500.00 |
| (f) 100mm (4") or greater | \$5,000.00 |
- (14) Late Payment Charge
- (a) 2.5% charge applied on all overdue water fees and charges.

Bylaw No. 1031-2019**PAGE 5**

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

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

(a) Fixed Charge	\$8.50/month
(b) Consumption Charge	\$1.78/m ³

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

(a) Biochemical Oxygen Demand	
Overstrength charge applies above 300 mg/l	\$0.3254 / kg
(b) Chemical Oxygen Demand	
Overstrength charge applies above 600 mg/l (or twice the B.O.D. concentration of sewage, whichever is greater)	\$0.3254 / kg
(c) Oil & Grease	
Overstrength charge applies above 100 mg/l	\$0.2815/ kg
(d) Phosphorus	
Overstrength charge applies above 10 mg/l	\$13.5701/ kg
(e) Suspended Solids	
Overstrength charge applies above 300 mg/l	\$0.2681/ kg
(f) Total Kjeldahl Nitrogen	
Overstrength charge applies above 50 mg/l	\$2.0257/ kg

- (3) Stormwater

(a) Minimum Fixed Charge	\$5.00/month
--------------------------	--------------

- (4) Camera inspection of sewer service \$125.00

Bylaw No. 1031-2019**PAGE 6**

(5) Augering of sewer service	\$150.00
(6) Augering and Camera combined on same visit	\$200.00
(7) Hydro Vac/Flushing – Hourly Rate	\$200.00
(8) Storm Sewer System Thawing – Hourly Rate	\$200.00
(9) Late Payment Charge	
(a) 2.5% charge applied on all overdue sewer fees and charges.	

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

(1) Lots	
(a) Large Lot	\$850.00
(b) Medium Lot	\$475.00
(c) Small Lot	\$100.00
(d) Veterans Lot	N/C
(2) Cremation Lot	
(a) Single	\$450.00
(b) Double	\$550.00
(c) Veterans Cremation	N/C
(3) Columbariums	
(a) Niche for 1 urn:	
i) 1st and 2nd Levels	\$1,100.00
ii) 3rd and 4th Levels	\$1,300.00
(b) Niche for 2 urns:	
i) 1st and 2nd Levels	\$1,350.00
ii) 3rd and 4th Levels	\$1,550.00

Bylaw No. 1031-2019**PAGE 7**

(4) Opening and Closing	
(a) Standard	\$500.00
(b) Deep	\$650.00
(c) Standard Medium	\$300.00
(d) Standard Small	\$250.00
(e) Standard Cremation	\$200.00
(f) Open Only (Cremation)	1 open/close charge if 2 urns are placed at the same time.
(g) Columbarium	\$100.00
(h) Standard Veterans	\$450.00
(i) Deep Veterans	\$600.00
(j) Overtime Premiums	
(Saturday, Sunday, Holiday)	\$250.00
(k) Weekday Late Fee for Interment, or Cremains inurnment after 4:00 p.m.	\$75.00
(l) Columbarium Opening Overtime Premium (Weekends, Holidays and after 4:00 p.m. Weekdays)	\$50.00
(5) Monument Permit Fees	
(a) Single	\$50.00
(b) Double	\$75.00
(6) Transfer Lot Fee	\$25.00
8. Miscellaneous Charges	
(a) Garden Plot Rental	\$25.00
(b) Parking Lot Cleaning – Street Sweeper & Operator – hourly	\$150.00
(c) Parking Lot Cleaning – Labour – hourly	\$50.00

Bylaw No. 1031-2019

PAGE 8

PLANNING AND DEVELOPMENT

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

Permits in the Building Discipline

- (1) The fee for each permit shall be calculated on prevailing market value of the work to be undertaken, and shall be submitted at the time of application or upon receipt of a permit from the Planning and Development Department.
- (2) The Safety Codes Officer may place a market value of the work to be undertaken for the purpose of determining the permit fee.
- (3) If no work, including excavation, has been started before the issuance of a permit, the fee shall be \$6.15 per \$1,000.00 of market value, with a minimum fee of \$62.00.
- (4) In the event that any work, including excavation, has been started before the issuance of a permit, the permit fee shall be double the fee required in Items 3 and 7 and shall be submitted at the time of application for a permit.
- (5) A permit expires if the undertaking to which it applies has not commenced within 90 days of the date of issue of the permit, or work is suspended or abandoned for a period exceeding 120 days as may be determined at the discretion of the Authority Having Jurisdiction, or the undertaking is not completed within 365 days from the date of issue of the permit.

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

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

- (6) In the event that the documents submitted with an application for a permit contain substantial errors or omissions and the documents have to be submitted again, a

Bylaw No. 1031-2019**PAGE 9**

fee equal to one quarter of the amount required under Items 3 and 7 shall be charged for each and every re-examination.

- (7) A fee for each heating and ventilation permit shall be submitted at the time of application and shall consist of the following:

(a) Single family, two family or residential unit with independent heating system per furnace, boiler hot water coil, heating appliance or hydronic heating system.

\$46.00

(b) In accordance with the Safety Codes Act Permit Regulation, a HVAC permit is not required for the replacement of a furnace in a single dwelling unit. Exemption of a permit requirement does not exempt compliance with the requirements of the Alberta Building Code

(c) Geothermal Heating System or Solar Heating System \$185.00

(d) Other buildings, per boiler, hot water coil, make up air system, package heat/cool system, furnace incorporating a split system air conditioner, furnace, heating appliance or hydronic heating system;

i) Up to and including 400,000 B.T.U. \$46.00

ii) 400,000 to 1,000,000 B.T.U. \$92.00

iii) Over 1,000,000 B.T.U. \$113.00

(e) In other than a single dwelling unit, appliance replacement of boiler, hot water coil, make up air system, package heat/cool system, furnace, heating appliance or alterations, and extensions of duct or pipe systems. \$41.00

(f) Per air to air exchanger/heat recovery ventilator \$41.00

(g) Per commercial cooking exhaust canopy \$41.00

(h) In the event that any work has been started for the installation, repair or alteration of any heating, ventilating or air conditioning system, the permit fee shall be double the required fee and shall be submitted at the time of application for a permit.

- (8) Where the applicant for a permit is the owner and occupier of the building within which the work is to be done, and obtains the material and personally undertakes the installation, then the permit fee shall be based on twice the prevailing retail market cost of the material. A Safety Codes Office may place a market value of the work to be undertaken for the purpose of determining the permit fee.

- (9) An additional fee of \$103.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.

Bylaw No. 1031-2019**PAGE 10**

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

(11) Safety Codes Council operational fee is extra as established by SCC fee policy.
As established by the Alberta Safety Codes Council.

(12) Refund

(a) In case of cancellation of a permit, the City shall retain a minimum \$103.00 refund processing fee. When work has not commenced relative to a permit issued, permit fees may be refunded upon written request to the Safety Codes Authority in accordance with their rules.

(13) Demolition Permit \$51.00

(14) Special Inspections, Enforcement, Investigation, Research \$103.00 per hour

(15) Evaluation of an Alternate Solution Proposal \$103.00 per hour, minimum \$200.00

(16) Fast Track Residential Permit Review

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

A fast track fee is in addition to other required permit fees. \$538.00

(b) When complete information is not submitted with

Bylaw No. 1031-2019**PAGE 11**

the application an additional fee will be charged.	\$103.00
----------------------------------------------------	----------

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

(17) For construction of a secondary suite in an existing single dwelling unit	\$533.00
--------------------------------------------------------------------------------	----------

(18) Medical Gas System Building Permit	\$154.00
-----------------------------------------	----------

Permits in the Electrical Discipline

(19) Residential Underground Service	\$72.00
--------------------------------------	---------

(20) New Residential Construction Only	
(a) Residential up to and including 140 sq. m	\$213.00
(b) Residence larger than 140 sq. m	\$241.00
(c) Apartment Suite/Unit	\$107.00

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

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

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

(22) Residential Detached Garage	\$86.00
----------------------------------	---------

Bylaw No. 1031-2019**PAGE 12**

(23) For Other Than New Residential Installation

“Schedule” or “Fee Schedule”

Cost	Permit Fee
\$0.00-\$1,000.00	\$68.00
\$1000.01-\$1,500.00	\$79.00
\$1,500.01-\$2,000.00	\$97.00
\$2,000.01-\$2,500.00	\$106.00
\$2,500.01-\$3,000.00	\$112.00
\$3,000.01-\$3,500.00	\$126.00
\$3,500.01-\$4,000.00	\$133.00
\$4,000.01-\$4,500.00	\$148.00
\$4,500.01-\$5,000.00	\$154.00
\$5,000.01-\$5,500.00	\$161.00
\$5,500.01-\$6,000.00	\$168.00
\$6,000.01-\$6,500.00	\$175.00
\$6,500.01-\$7,000.00	\$181.00
\$7,000.01-\$7,500.00	\$189.00
\$7,500.01-\$8,000.00	\$196.00
\$8,000.01-\$8,500.00	\$203.00
\$8,500.01-\$9,000.00	\$209.00
\$9,000.01-\$9,500.00	\$217.00
\$9,500.01-\$10,000.00	\$223.00
\$10,000.01-\$11,000.00	\$231.00
\$11,000.01-\$12,000.00	\$240.00
\$12,000.01-\$13,000.00	\$245.00
\$13,000.01-\$14,000.00	\$251.00
\$14,000.01-\$15,000.00	\$259.00
\$15,000.01-\$16,000.00	\$267.00
\$16,000.01-\$17,000.00	\$273.00
\$17,000.01-\$18,000.00	\$281.00
\$18,000.01-\$19,000.00	\$287.00

Bylaw No. 1031-2019**PAGE 13**

\$19,000.01-\$20,000.00	\$294.00
\$20,000.01-\$21,000.00	\$300.00
\$21,000.01-\$22,000.00	\$309.00
\$22,000.01-\$23,000.00	\$315.00
\$23,000.01-\$24,000.00	\$321.00
\$24,000.01-\$25,000.00	\$329.00
\$25,000.01-\$26,000.00	\$336.00
\$26,000.01-\$27,000.00	\$342.00
\$27,000.01-\$28,000.00	\$350.00
\$28,000.01-\$29,000.00	\$357.00
\$29,000.01-\$30,000.00	\$364.00
\$30,000.01-\$31,000.00	\$370.00
\$31,000.01-\$32,000.00	\$375.00
\$32,000.01-\$33,000.00	\$380.00
\$33,000.01-\$34,000.00	\$385.00
\$34,000.01-\$35,000.00	\$393.00
\$35,000.01-\$36,000.00	\$398.00
\$36,000.01-\$37,000.00	\$403.00
\$37,000.01-\$38,000.00	\$408.00
\$38,000.01-\$39,000.00	\$415.00
\$39,000.01-\$40,000.00	\$420.00
\$40,000.01-\$41,000.00	\$425.00
\$41,000.01-\$42,000.00	\$431.00
\$42,000.01-\$43,000.00	\$437.00
\$43,000.01-\$44,000.00	\$443.00
\$44,000.01-\$45,000.00	\$448.00
\$45,000.01-\$46,000.00	\$453.00
\$46,000.01-\$47,000.00	\$459.00
\$47,000.01-\$48,000.00	\$464.00
\$48,000.01-\$49,000.00	\$470.00
\$49,000.01-\$50,000.00	\$477.00
\$50,000.01-\$60,000.00	\$532.00

Bylaw No. 1031-2019**PAGE 14**

\$60,000.01-\$70,000.00	\$587.00
\$70,000.01-\$80,000.00	\$644.00
\$80,000.01-\$90,000.00	\$699.00
\$90,000.01-\$100,000.00	\$755.00
\$100,000.01-\$110,000.00	\$797.00
\$110,000.01-\$120,000.00	\$841.00
\$120,000.01-\$130,000.00	\$880.00
\$130,000.01-\$140,000.00	\$924.00
\$140,000.01-\$150,000.00	\$966.00
\$150,000.01-\$160,000.00	\$1,008.00
\$160,000.01-\$170,000.00	\$1,050.00
\$170,000.01-\$180,000.00	\$1,092.00
\$180,000.01-\$190,000.00	\$1,134.00
\$190,000.01-\$200,000.00	\$1,176.00
\$200,000.01-\$210,000.00	\$1,217.00
\$210,000.01-\$220,000.00	\$1,259.00
\$220,000.01-\$230,000.00	\$1,302.00
\$230,000.01-\$240,000.00	\$1,343.00
\$240,000.01-\$250,000.00	\$1,385.00
\$250,000.01-\$300,000.00	\$1,525.00
\$300,000.01-\$350,000.00	\$1,665.00
\$350,000.01-\$400,000.00	\$1,805.00
\$400,000.01-\$450,000.00	\$1,944.00
\$450,000.01-\$500,000.00	\$2,084.00
\$500,000.01-\$550,000.00	\$2,223.00
\$550,000.01-\$600,000.00	\$2,365.00
\$600,000.01-\$650,000.00	\$2,504.00
\$650,000.01-\$700,000.00	\$2,643.00
\$700,000.01-\$750,000.00	\$2,783.00
\$750,000.01-\$800,000.00	\$2,924.00
\$800,000.01-\$850,000.00	\$3,064.00
\$850,000.01-\$900,000.00	\$3,203.00

Bylaw No. 1031-2019**PAGE 15**

\$900,000.01-\$950,000.00	\$3,343.00
\$950,000.01-\$1,000,000.00	\$3,484.00

(24) To determine the applicable permit fee for owner applicants, the labour cost is considered to be equal to the retail cost of material required for the installation. A permit issuer is not required or obligated to issue an electrical permit to an owner. The permit issuer may require the owner to provide proof of knowledge relative to the electrical installation to be carried out. A permit issuer may issue an electrical permit to the registered owner of a single family dwelling provided that the owner resides in the residence at the time of permit application.

(25) For installations over \$1,000,000.00, the fee is \$3,190.00 plus \$1.25 per \$1,000 for any amount exceeding \$1 Million.

(26) Annual permits may be issued to facilities where there are on-going minor electrical installations and alterations being completed. Fees for annual permits will be assessed based on the evaluation of projected work to be completed. The minimum value of an annual permit shall be \$10,000.00. Fees for school annual permits shall be as approved by the Manager, Safety Codes Services.

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

(28) An additional fee of \$103.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.

(29) Operation Fee

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

(30) Exemption

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

(31) Special Inspections, Enforcement, Investigation, Research \$103.00 per hour

Bylaw No. 1031-2019**PAGE 16**

- | | |
|--------------------------------------------------|----------------------------------------|
| (32) Evaluation of Alternative Solution Proposal | \$103.00 per hour,
\$200.00 minimum |
|--------------------------------------------------|----------------------------------------|

(33) Refund*

(a) In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$103.00.

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

Permits in the Gas Discipline

(34) Residential

- | | |
|-----------------------------------------------------|---------|
| (a) Minimum Fee with a maximum of two (2) outlets | \$77.00 |
| (b) For each additional outlet over two (2) outlets | \$31.00 |
| (c) Alterations, Repairs, Maintenance | \$77.00 |

(35) Commercial/Industrial

- | | |
|--------------------------------------------------|---------|
| (a) Minimum fee with a maximum of one (1) outlet | \$77.00 |
| (b) Each additional outlet | \$31.00 |
| (c) Alterations, Repairs, Maintenance | \$77.00 |

(36) Residential or Commercial/Industrial Applications

- | | |
|-----------------------------------------------------------------------------|-------------|
| (a) Appliance Replacements (per appliance) | \$77.00 |
| (b) Special Inspections, Enforcement, Investigation,
Research (per hour) | \$103.00 |
| (c) Re-inspection (per inspection) | \$103.00 |
| (d) Temporary Installation Permit | \$77.00 |
| (e) Underground Secondary Service Line | \$77.00 |
| (f) Propane Tank and Service Line | \$77.00 |
| (g) Propane or Natural Gas Filling Station | \$108.00 |
| (h) Special Inspections, Enforcement, Investigation, Research | \$103.00/hr |

Bylaw No. 1031-2019**PAGE 17**

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

(38) Operation Fee

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

(39) Refund*

(a) In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$103.00.

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

(40) Exemption

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

Permits in the Plumbing Discipline

(41) Plumbing Permit Fees	Minimum \$62.00 or \$15.00 per fixture, whichever is greater.
---------------------------	---------------------------------------------------------------------

(42) Private Sewage Disposal System	\$205.00
-------------------------------------	----------

(43) Sewage Hold Tank	\$65.00
-----------------------	---------

(44) Evaluation of an Alternate Solution Proposal	\$103.00 per hour, minimum \$200.00
---------------------------------------------------	----------------------------------------

(45) Special Inspections, Enforcement, Investigation, Research	\$103.00 per hour
-------------------------------------------------------------------	-------------------

(46) Permit fees shall be paid at the time of application for the permit.

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

Bylaw No. 1031-2019**PAGE 18**

(48) An additional permit fee of \$103.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.

(49) Operation Fee

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

(50) Refund*

(a) In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$103.00.

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

(51) Exemption

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

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

(1) Application Fee

(a) The following fees shall be submitted at the time of application to the City of Leduc Subdivision Approving Authority:

(i) Single Detached Residential and	
Two Dwelling Unit (duplex) Parcels	\$226.00 per parcel
(ii) Multiple Dwelling Residential Parcels and	
Bareland Condominium	\$226.00 per parcel
(iii) Commercial	\$226.00 per parcel
(iv) Industrial	\$226.00 per parcel
(v) Urban Services	\$226.00 per parcel
(vi) Urban Reserve	\$226.00 per parcel

Bylaw No. 1031-2019**PAGE 19**

(vii) Park	\$226.00 per parcel
(2) Endorsement Fee	
(a) Prior to endorsement of the plan of survey or the C. of T., a fee for each new title, as specified below shall be submitted to the City:	
(i) Single Detached Residential and Two Dwelling Unit (duplex) Parcels	\$215.00 per parcel
(ii) Multiple Dwelling Residential Parcels	\$215.00 per parcel
(iii) Commercial	\$215.00 per parcel
(iv) Industrial	\$215.00 per parcel
(v) Urban Services	\$215.00 per parcel
(vi) Urban Reserve	\$215.00 per parcel
(vii) Park	\$215.00 per parcel
(viii) Bareland Condominium or Redivision of a Phased Condominium	\$40.00 per parcel

11. The following applicable Development Permit Fees are established in accordance with Section 9.1.1.6. of the Land Use Bylaw No. 809-2013:

(1) Notification fee for Discretionary Uses	\$215.00
(2) Amendment to Issued Development Permit	At the Development Officer's Discretion, but in no case exceeding original permit application fee.
(3) Single Detached Dwelling	\$113.00 per dwelling
(4) Showhome	\$55.00 per dwelling
(5) Duplex Dwellings	\$113.00 per dwelling unit
(6) Tri-plex/Four-plex/Townhouse	

Bylaw No. 1031-2019**PAGE 20**

Dwellings (Street-Fronting)	\$113.00 per dwelling unit
(7) Apartments	\$269.00 + \$48.00/dwelling unit
(8) Multi-Unit Residential Development (condominium developments)	\$269.00 + \$48.00/dwelling unit
(9) Hotels/Motels	\$269.00 + \$48.00/suite
(10) Manufactured Home	\$68.00
(11) Commercial/Industrial	\$161.00 + \$0.35 per \$1,000.00 value
(12) Accessory Building over 18.58 m ²	\$34.00
(13) Sheds over 10.0 m ²	\$34.00
(14) Residential Building Addition (exempting apartments)	\$34.00
(15) Residential Secondary Suite	\$55.00
(16) Garage Suite	\$55.00 + \$0.35/\$1,000.00 value
(17) Garden Suite	\$55.000 + \$0.35/\$1,000.00 value
(18) Home Occupation	\$83.00
(19) Live Work Unit - Commercial	\$83.00

Bylaw No. 1031-2019**PAGE 21**

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| (20) Radio Communication Facility | \$113.00 |
| (21) Signs: | |
| (a) permanent | \$108.00 |
| (b) all other types | \$108.00 |
| (c) * no fee for signs advertising special events and general public interest such as charity drives, health and safety campaigns, amateur athletic and sports events and city-wide celebrations or signs for a non-profit group at the Development Officer's discretion. | |
| (22) Change of Use | \$55.00 |
| (23) All Other Development Permits | \$55.00 + \$0.35/\$1,000.00 value |
| (24) Development Permit Extension Fee | One half of the original permit fee |
| (25) Prior to issuance of Development Permit: | |
| Third and subsequent submission of plans required to review unaddressed deficiencies | \$53.00/review |
| (26) Development started prior to issuance of Development permit | Double the applicable fees |

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

- | | |
|------------------------------------------------------------------------------------------|---------------------|
| (1) Letters Respecting Compliance | |
| (a) Single Detached Residential Dwellings and Duplexes | \$92.00/letter |
| (b) Rush Service (within 72 hours) | \$138.00/letter |
| (c) Multiple Dwelling Residential / Commercial / Industrial / Government / Institutional | \$138.00/letter |
| (d) Variance Certificate | \$82.00/application |

Bylaw No. 1031-2019**PAGE 22**

- (2) Redistricting
 - (a) All land use districts except Direct Control (DC) \$923.00/application plus an additional \$800.00 for advertisement per application
 - (b) Direct Control \$1,333.00/application plus an additional \$800.00 for advertisement per application
- (3) Area Structure Plans / Outline Plans / Area Redevelopment Plans
 - (a) New and Major Amendments \$666.00/application or \$52.50/gross ha. (whichever is the greater), plus \$400.00 advertising fee
 - (b) Minor Amendments \$392.00 plus \$400.00 advertising fee
- (4) Conversions to Condominium \$40.00/unit
- (5) Encroachment Agreements \$164.00/agreement plus registration and legal fees
- (6) Easement Agreements \$113.00/agreement plus registration and external legal fees
- (7) Lease Agreements \$160.00/agreement plus external legal fees
- (8) Final Grade Certificates
 - (a) Single Detached, Fee Simple Duplex,

Bylaw No. 1031-2019**PAGE 23**

Triplex, Townhouse

\$160.00

(9) Charges for Copies of Department Documents

(a) Land Use Bylaw

(i) Colour Land Use District Map included \$46.00

(b) Census Report \$10.00

(c) Municipal Development Plan \$26.00

(d) Area Structure / Area Redevelopment Plan / Outline Plan \$10.00

(e) Annual Report \$10.00

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

(1) General \$154.00*

(2) Non-Resident \$308.00*

(3) Home-Based Business \$154.00*

(4) Mobile Business Unit \$51.00

(5) Licence Replacement Fee \$15.00

(6) Licence Amendment Fee \$15.00

(7) Appeal Fee \$51.00

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

Bylaw No. 1031-2019**PAGE 24**

PART IV: PROTECTIVE SERVICES

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

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

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

(1)	Dangerous Goods Off-Route Permit	\$150.00/registered owner of vehicle per year
-----	----------------------------------	-----------------------------------------------

16. The following fees and charges are established in accordance with Section 8 of the Fire Services Bylaw No. 351-1995:

(1)	Permit to sell fireworks (low level) or shop goods	\$75.00 annual
-----	----------------------------------------------------	----------------

Bylaw No. 1031-2019**PAGE 25**

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

PART V: PUBLIC TRANSPORTATION

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

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

*Not valid for transfer to Edmonton Transit Route 747.

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

Bylaw No. 1031-2019**PAGE 26**

(b)	Monthly Pass	\$55.00
(c)	Ticket Book (10 tickets)	\$18.00

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

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

(2) Leduc Assisted Transportation Services (LATS)

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

(3) Charter Rates (Two hour minimum)

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

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

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

Bylaw No. 1031-2019

PAGE 27

(a) Resident	\$50.00
(b) Non-Resident	\$125.00

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

PART VI: POWERS OF THE CITY MANAGER

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

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

PART VII: ENACTMENT

20. Bylaw 1006-2018 is repealed by this bylaw.

21. This Bylaw shall come into force and effect on January 1, 2020.

READ A FIRST TIME IN COUNCIL THIS 18th DAY OF NOVEMBER, AD 2019.

READ A SECOND TIME IN COUNCIL THIS 2nd DAY OF DECEMBER, AD 2019.

READ A THIRD TIME IN COUNCIL THIS 2nd DAY OF DECEMBER, AD 2019.

Bob Young
MAYOR

Date Signed

Sandra Davis
CITY CLERK

City of Leduc - 2020 Fees Bylaw Changes



Part I: Title and Purpose

1 That this Bylaw may be cited as the "Fees 2019 20 Bylaw" or "Fees Bylaw".

Part III: Planning and Infrastructure

Engineering and Public Services

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

	2020 Charge	2019 Charge	Unit/Per	% Change
1. Base Rate per month, or any portion thereof, to be levied against each residential dwelling	\$23.65	\$22.50	per month	5%
2. Additional waste cart rental and curbside collection - per month (minimum 6 month term)				
a Waste cart	\$12.25	\$12.00	per month	2%
b Organics Cart	\$8.15	\$8.00	per month	2%
4. Lost or Damaged Cart	\$61.20	\$60.00		2%
5. Cart Delivery Fee	\$26.00	\$25.50		2%

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

5. Application for new service connection (by meter size)				
a 15mm (5/8")	\$359.00	\$350.00		3%
b 20mm (3/4")	\$374.00	\$365.00		2%
c 25mm (1")	\$420.00	\$410.00		2%
d 40mm (1.5")	\$1,435.00	\$1,400.00		3%
e 50mm (2")	\$1,645.00	\$1,605.00		2%
f 75mm (3")	\$2,055.00	\$2,005.00		2%
g 100mm (4")	\$3,377.00	\$3,295.00		2%
h 150mm (6")	\$5,597.00	\$5,460.00		3%
7. Hydrant Maintenance (Privately Owned Hydrants)				
a Hydrant Inspection	\$100.00	\$100.00	per inspection	0%
(Any inspection/test performed on a hydrant that is not registered with the City of Leduc's Public Services Department)				
b Hydrant Checks (Spring/Fall)	\$50.00	\$50.00	per check	0%
(A routine inspection on a hydrant that has been registered with the City of Leduc's Public Services Department)				
8. Sale of Bulk Water/Grass Meter Accounts				
9. Residential Water Consumption Charge per Cubic Meter	\$2.57	\$2.47	per cubic meter	4%
11. Non-Residential Water Consumption Charge per Cubic Meter	\$2.57	\$2.47	per cubic meter	4%
12. Non-Residential Fixed Monthly Service Charge – Based on Meter Size				
a 15mm (5/8")	\$11.16	\$9.84		13%
b 20mm (3/4")	\$14.50	\$12.30		18%
c 25mm (1")	\$25.71	\$22.20		16%
d 40mm (1.5")	\$53.37	\$48.10		11%
e 50mm (2")	\$91.69	\$82.90		11%
f 75mm (3")	\$201.72	\$184.15		10%
g 100mm (4")	\$361.45	\$326.30		11%
13. The following Utility Security Deposits for Non-Owners are established in accordance with Section 41 of the Water Bylaw No. 738-2010:				
a 15mm (5/8") to 20mm (3/4")**	\$225.00	\$225.00		0%
b 15mm (5/8") to 20mm (3/4")**	\$350.00	\$350.00		0%
c 15mm (5/8") to 20mm (3/4")***	\$500.00	\$500.00		0%
** Upon application (with no previous disconnection warning notices).				
*** After receipt of first disconnection warning notice.				
**** After receipt of second disconnection warning notice.				

6 The following fees, rates and charges levied on all lands served by or connected to the sewage system of the City, are established in accordance with Section 7.2 of the Sewers Bylaw No. 798.2012:

1. Wastewater charges are based on a minimum fixed charge plus a metered water consumption charge for all customers including but not limited to Residential (single family, apartments, condominiums, mobile home parks), commercial and industrial customers:				
a Fixed Charge	\$8.50	\$8.40	per month	1%
b Consumption Charge	\$1.78	\$1.66	per cubic meter	7%
2. Overstrength charges - overstrength charges are collected by multiplying the amount specified as the charge by the number of cubic meters of sewage that exceeds concentration indicated for that matter:				
a Biochemical Oxygen Demand	\$0.3254	\$0.3134	per kg	4%
Overstrength charge applies above 300 mg/l				
b Chemical Oxygen Demand	\$0.3254	\$0.3134	per kg	4%
Overstrength charge applies above 600 mg/l (or twice the B.O.D. concentration of sewage, whichever is greater)				
c Oil & Grease	\$0.2815	\$0.2796	per kg	1%
Overstrength charge applies above 100 mg/l				
d Phosphorus	\$13.5701	\$12.8519	per kg	6%
Overstrength charge applies above 10 mg/l				
e Suspended Solids	\$0.2681	\$0.2745	per kg	-2%
Overstrength charge applies above 300 mg/l				
f Total Kjeldahl Nitrogen	\$2.0257	\$1.9778	per kg	2%
Overstrength charge applies above 50 mg/l				

Part III: Planning and Infrastructure		2020 Charge	2019 Charge	Unit/Per	% Change
Permits in the Building Discipline:					
3. If no work, including excavation, has been started before the issuance of a permit.		\$62.00	\$60.00	\$6.15 per \$1,000.00 of market value, minimum fee of \$62.00	3%
permit, the fee shall be \$6.00 per \$1,000.00 of market value, with a minimum fee of \$60.00.					
7. A fee for each heating and ventilation permit shall be submitted at the time of application and shall consist of the following:					
a Single family, two family or residential unit with independent heating system per furnace, boiler hot water coil, heating appliance or hydronic heating system.		\$46.00	\$45.00		2%
c Geothermal Heating System or Solar Heating System		\$185.00	\$180.00		3%
d Other buildings, per boiler, hot water coil, make up air system, package heat/cool system, furnace incorporating a split system air conditioner, furnace, heating appliance or hydronic heating system;					
i Up to and including 400,000 B.T.U.		\$46.00	\$45.00		2%
ii 400,000 to 1,000,000 B.T.U.		\$92.00	\$90.00		2%
iii Over 1,000,000 B.T.U.		\$113.00	\$110.00		3%
e In other than a single dwelling unit, appliance replacement of boiler, hot water coil, make up air system, package heat/cool system, furnace, heating appliance or alterations, and extensions of duct or pipe systems.		\$41.00	\$40.00		3%
f Per air to air exchanger/heat recovery ventilator		\$41.00	\$40.00		3%
g Per commercial cooking exhaust canopy		\$41.00	\$40.00		3%
9. An additional fee of \$100.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.		\$103.00	\$100.00		3%
a In case of cancellation of a permit, the City shall retain a minimum \$100.00 refund processing fee. When work has not commenced relative to a permit issued, permit fees may be refunded upon written request to the Safety Codes Authority in accordance with their rules.		\$103.00	\$100.00		3%
13. Demolition Permit		\$51.00	\$50.00		2%
14. Special Inspections, Enforcement, Investigation, Research		\$103.00	\$100.00	per hour	3%
15. Evaluation of an Alternate Solution Proposal		\$103.00	\$100.00	per hour, minimum \$200.00	3%
16. Fast Track Residential Permit Review					
a The intent of the Fast Track Residential Permit Approval is to process a Development Permit and Building Permit application within 72 hours (3 business days) starting the day after the receipt of the application where a builder requires the permit process to be expedited. The Applicant shall be responsible to ensure that all plans and documents required by Code are submitted with the application. Where an Applicant has not provided complete information with the application, the 72 hour time period shall not start until all required information is submitted. A fast track fee is in addition to other required permit fees.		\$538.00	\$525.00		2%
b When complete information is not submitted with the application an additional fee will be charged.		\$103.00	\$100.00		3%
Note: "Residential" is intended to mean each fee simple single detached dwelling unit and duplex dwelling unit only.					
17. For construction of a secondary suite in an existing single dwelling unit		\$533.00	\$520.00		3%
18. Medical Gas System Building Permit		\$154.00	\$150.00		3%
19. Residential Underground Service		\$72.00	\$70.00		3%
20. New Residential Construction Only					
a Residential up to and including 140 sq. m		\$213.00	\$208.00		2%
b Residence larger than 140 sq. m		\$241.00	\$235.00		3%
c Apartment Suite/Unit		\$107.00	\$104.00		3%
22. Residential Detached Garage		\$86.00	\$84.00		2%
23. For Other than New Residential Installation					
\$0.00-\$1000.00		\$68.00	\$66.00	cost per permit	3%
\$1000.01-\$1,500.00		\$79.00	\$77.00	cost per permit	3%
\$1,500.01-\$2000.00		\$97.00	\$95.00	cost per permit	2%
\$2,000.01-\$2,500.00		\$106.00	\$103.00	cost per permit	3%
\$2,500.01-\$3,000.00		\$112.00	\$109.00	cost per permit	3%
\$3,000.01-\$3,500.00		\$126.00	\$123.00	cost per permit	2%
\$3,500.01-\$4,000.00		\$133.00	\$130.00	cost per permit	2%
\$4,000.01-\$4,500.00		\$148.00	\$144.00	cost per permit	3%
\$4,500.01-\$5,000.00		\$154.00	\$150.00	cost per permit	3%
\$5,000.01-\$5,500.00		\$161.00	\$157.00	cost per permit	3%
\$5,500.01-\$6,000.00		\$168.00	\$164.00	cost per permit	2%
\$6,000.01-\$6,500.00		\$175.00	\$171.00	cost per permit	2%
\$6,500.01-\$7,000.00		\$181.00	\$177.00	cost per permit	2%
\$7,000.01-\$7,500.00		\$189.00	\$184.00	cost per permit	3%
\$7,500.01-\$8,000.00		\$196.00	\$191.00	cost per permit	3%
\$8,000.01-\$8,500.00		\$203.00	\$198.00	cost per permit	3%
\$8,500.01-\$9,000.00		\$209.00	\$204.00	cost per permit	2%
\$9,000.01-\$9,500.00		\$217.00	\$212.00	cost per permit	2%
\$9,500.01-\$10,000.00		\$223.00	\$218.00	cost per permit	2%

Part III: Planning and Infrastructure		2020 Charge	2019 Charge	Unit/Per	% Change
\$10,000.01-\$11,000.00		\$231.00	\$225.00	cost per permit	3%
\$11,000.01-\$12,000.00		\$240.00	\$234.00	cost per permit	3%
\$12,000.01-\$13,000.00		\$245.00	\$239.00	cost per permit	3%
\$13,000.01-\$14,000.00		\$251.00	\$245.00	cost per permit	2%
\$14,000.01-\$15,000.00		\$259.00	\$253.00	cost per permit	2%
\$15,000.01-\$16,000.00		\$267.00	\$260.00	cost per permit	3%
\$16,000.01-\$17,000.00		\$273.00	\$266.00	cost per permit	3%
\$17,000.01-\$18,000.00		\$281.00	\$274.00	cost per permit	3%
\$18,000.01-\$19,000.00		\$287.00	\$280.00	cost per permit	3%
\$19,000.01-\$20,000.00		\$294.00	\$287.00	cost per permit	2%
\$20,000.01-\$21,000.00		\$300.00	\$293.00	cost per permit	2%
\$21,000.01-\$22,000.00		\$309.00	\$301.00	cost per permit	3%
\$22,000.01-\$23,000.00		\$315.00	\$307.00	cost per permit	3%
\$23,000.01-\$24,000.00		\$321.00	\$313.00	cost per permit	3%
\$24,000.01-\$25,000.00		\$329.00	\$321.00	cost per permit	2%
\$25,000.01-\$26,000.00		\$336.00	\$328.00	cost per permit	2%
\$26,000.01-\$27,000.00		\$342.00	\$334.00	cost per permit	2%
\$27,000.01-\$28,000.00		\$350.00	\$341.00	cost per permit	3%
\$28,000.01-\$29,000.00		\$357.00	\$348.00	cost per permit	3%
\$29,000.01-\$30,000.00		\$364.00	\$355.00	cost per permit	3%
\$30,000.01-\$31,000.00		\$370.00	\$361.00	cost per permit	2%
\$31,000.01-\$32,000.00		\$375.00	\$366.00	cost per permit	2%
\$32,000.01-\$33,000.00		\$380.00	\$371.00	cost per permit	2%
\$33,000.01-\$34,000.00		\$385.00	\$376.00	cost per permit	2%
\$34,000.01-\$35,000.00		\$393.00	\$383.00	cost per permit	3%
\$35,000.01-\$36,000.00		\$398.00	\$388.00	cost per permit	3%
\$36,000.01-\$37,000.00		\$403.00	\$393.00	cost per permit	3%
\$37,000.01-\$38,000.00		\$408.00	\$398.00	cost per permit	3%
\$38,000.01-\$39,000.00		\$415.00	\$405.00	cost per permit	2%
\$39,000.01-\$40,000.00		\$420.00	\$410.00	cost per permit	2%
\$40,000.01-\$41,000.00		\$425.00	\$415.00	cost per permit	2%
\$41,000.01-\$42,000.00		\$431.00	\$420.00	cost per permit	3%
\$42,000.01-\$43,000.00		\$437.00	\$426.00	cost per permit	3%
\$43,000.01-\$44,000.00		\$443.00	\$432.00	cost per permit	3%
\$44,000.01-\$45,000.00		\$448.00	\$437.00	cost per permit	3%
\$45,000.01-\$46,000.00		\$453.00	\$442.00	cost per permit	2%
\$46,000.01-\$47,000.00		\$459.00	\$448.00	cost per permit	2%
\$47,000.01-\$48,000.00		\$464.00	\$453.00	cost per permit	2%
\$48,000.01-\$49,000.00		\$470.00	\$459.00	cost per permit	2%
\$49,000.01-\$50,000.00		\$477.00	\$465.00	cost per permit	3%
\$50,000.01-\$60,000.00		\$532.00	\$519.00	cost per permit	3%
\$60,000.01-\$70,000.00		\$587.00	\$573.00	cost per permit	2%
\$70,000.01-\$80,000.00		\$644.00	\$628.00	cost per permit	3%
\$80,000.01-\$90,000.00		\$699.00	\$682.00	cost per permit	2%
\$90,000.01-\$100,000.00		\$755.00	\$737.00	cost per permit	2%
\$100,000.01-\$110,000.00		\$797.00	\$778.00	cost per permit	2%
\$110,000.01-\$120,000.00		\$841.00	\$820.00	cost per permit	3%
\$120,000.01-\$130,000.00		\$880.00	\$859.00	cost per permit	2%
\$130,000.01-\$140,000.00		\$924.00	\$901.00	cost per permit	3%
\$140,000.01-\$150,000.00		\$966.00	\$942.00	cost per permit	3%
\$150,000.01-\$160,000.00		\$1,008.00	\$983.00	cost per permit	3%
\$160,000.01-\$170,000.00		\$1,050.00	\$1,024.00	cost per permit	3%
\$170,000.01-\$180,000.00		\$1,092.00	\$1,065.00	cost per permit	3%
\$180,000.01-\$190,000.00		\$1,134.00	\$1,106.00	cost per permit	3%
\$190,000.01-\$200,000.00		\$1,176.00	\$1,147.00	cost per permit	3%
\$200,000.01-\$210,000.00		\$1,217.00	\$1,187.00	cost per permit	3%
\$210,000.01-\$220,000.00		\$1,259.00	\$1,228.00	cost per permit	3%
\$220,000.01-\$230,000.00		\$1,302.00	\$1,270.00	cost per permit	3%
\$230,000.01-\$240,000.00		\$1,343.00	\$1,310.00	cost per permit	3%
\$240,000.01-\$250,000.00		\$1,385.00	\$1,351.00	cost per permit	3%
\$250,000.01-\$300,000.00		\$1,525.00	\$1,488.00	cost per permit	2%
\$300,000.01-\$350,000.00		\$1,665.00	\$1,624.00	cost per permit	3%
\$350,000.01-\$400,000.00		\$1,805.00	\$1,761.00	cost per permit	2%
\$400,000.01-\$450,000.00		\$1,944.00	\$1,897.00	cost per permit	2%
\$450,000.01-\$500,000.00		\$2,084.00	\$2,033.00	cost per permit	3%
\$500,000.01-\$550,000.00		\$2,223.00	\$2,169.00	cost per permit	2%
\$550,000.01-\$600,000.00		\$2,365.00	\$2,307.00	cost per permit	3%
\$600,000.01-\$650,000.00		\$2,504.00	\$2,443.00	cost per permit	2%
\$650,000.01-\$700,000.00		\$2,643.00	\$2,579.00	cost per permit	2%
\$700,000.01-\$750,000.00		\$2,783.00	\$2,715.00	cost per permit	3%
\$750,000.01-\$800,000.00		\$2,924.00	\$2,853.00	cost per permit	2%
\$800,000.01-\$850,000.00		\$3,064.00	\$2,989.00	cost per permit	3%
\$850,000.01-\$900,000.00		\$3,203.00	\$3,125.00	cost per permit	2%
\$900,000.01-\$950,000.00		\$3,343.00	\$3,261.00	cost per permit	3%
\$950,000.01-\$1,000,000.00		\$3,484.00	\$3,399.00	cost per permit	3%
25. For installations over \$1,000,000.00. the fee is \$3,112.00 plus \$1.25 per \$1,000- for each \$1,000 that the total amount exceeds \$1 Million.		\$3,190.00	\$3,112.00	fee + \$1.25 per \$1,000 exceeding 1 million	3%
28. An additional fee of \$100.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.		\$103.00	\$100.00		3%
31. Special Inspections, Enforcement, Investigation, Research		\$103.00	\$100.00	per hour	3%
32. Evaluation of Alternative Solution Proposal		\$103.00	\$100.00	per hour, \$200.00 minimum	3%

Part III: Planning and Infrastructure				2020 Charge	2019 Charge	Unit/Per	% Change
33. Refund*							
a	In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$100.00 .	\$103.00	\$100.00		less minimum processing fee of \$100.00		3%
	*Safety Codes Council Fee is not refundable.						
Permits in Gas Discipline							
34. Residential							
a	Minimum Fee with a maximum of two (2) outlets	\$77.00	\$75.00				3%
b	For each additional outlet over two (2) outlets	\$31.00	\$30.00				3%
c	Alterations, Repairs, Maintenance	\$77.00	\$75.00				3%
35. Commercial/Industrial							
a	Minimum fee with a maximum of one (1) outlet	\$77.00	\$75.00				3%
b	Each additional outlet	\$31.00	\$30.00				3%
c	Alterations, Repairs, Maintenance	\$77.00	\$75.00				3%
36. Residential or Commercial/Industrial Applications							
a	Appliance Replacements (per appliance)	\$77.00	\$75.00		per appliance		3%
b	Special Inspections, Enforcement, Investigation, Research (per hour)	\$103.00	\$100.00		per hour		3%
c	Re-inspection (per inspection)	\$103.00	\$100.00		per inspection		3%
d	Temporary Installation Permit	\$77.00	\$75.00				3%
e	Underground Secondary Service Line	\$77.00	\$75.00				3%
f	Propane Tank and Service Line	\$77.00	\$75.00				3%
g	Propane or Natural Gas Filling Station	\$108.00	\$105.00				3%
h	Special Inspections, Enforcement, Investigation, Research	\$103.00	\$100.00		per hour		3%
39. Refund*							
a	In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$100.00 .	\$103.00	\$100.00		less a minimum processing fee of \$100.00		3%
	*Safety Codes Council Fee is not refundable.						
41. Plumbing Permit Fees		\$62.00	\$60.00		or \$14 15.00 per fixture, whichever is greater		3%
42. Private Sewage Disposal System		\$205.00	\$200.00				3%
43. Sewage Hold Tank		\$65.00	\$63.00				3%
44. Evaluation of an Alternate Solution Proposal		\$103.00	\$100.00		per hour, minimum \$200.00		3%
45. Special Inspections, Enforcement, Investigation, Research		\$103.00	\$100.00		per hour		3%
48. An additional permit fee of \$100.00 may be assessed when an inspection is required and the Safety Codes Officer finds the work not ready for inspection, or the work or equipment does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.		\$103.00	\$100.00				3%
a	In case of cancellation of a permit within 90 days of the issue date and where work has not commenced, permit fees may be refunded upon written request to the Safety Codes Authority, less a minimum refund processing fee of \$100.00 .	\$103.00	\$100.00		less a minimum processing fee of \$100.00		3%
10 The following fees are established to prescribe the application fees for subdivision application pursuant to s. 630.1 of the <i>Municipal Government Act</i> , RSA 2000, Chapter M-26.							
1. Application Fee							
a	The following fees shall be submitted at the time of application to the City of Leduc Subdivision Approving Authority:						
i	Single Detached Residential and Two Dwelling Unit (duplex) Parcels	\$226.00	\$220.00		per parcel		3%
ii	Multiple Dwelling Residential Parcels and Bareland Condominium	\$226.00	\$220.00		per parcel		3%
iii	Commercial	\$226.00	\$220.00		per parcel		3%
iv	Industrial	\$226.00	\$220.00		per parcel		3%
v	Urban Services	\$226.00	\$220.00		per parcel		3%
vi	Urban Reserve	\$226.00	\$220.00		per parcel		3%
vii	Park	\$226.00	\$220.00		per parcel		3%
2. Endorsement							
a	Prior to endorsement of the plan of survey or the C. of T., a fee for each new title, as specified below shall be submitted to the City:						
i	Single Detached Residential and Two Dwelling Unit (duplex) Parcels	\$215.00	\$210.00		per parcel		2%
ii	Multiple Dwelling Residential Parcels	\$215.00	\$210.00		per parcel		2%
iii	Commercial	\$215.00	\$210.00		per parcel		2%
iv	Industrial	\$215.00	\$210.00		per parcel		2%
v	Urban Services	\$215.00	\$210.00		per parcel		2%
vi	Urban Reserve	\$215.00	\$210.00		per parcel		2%
vii	Park	\$215.00	\$210.00		per parcel		2%
viii	Bareland Condominium or Redivision of a Phased Condominium	\$40.00	\$10.00		per parcel		300%
11 The following applicable Development Permit Fees are established in accordance with Section 9.1.1.6. of the Land Use Bylaw No. 809-2013							
1. Notification fee for Discretionary Uses		\$215.00	\$210.00				2%
3. Single Detached Dwelling		\$113.00	\$110.00		per dwelling		3%
4. Showhome		\$55.00	\$54.00		per dwelling		2%
5. Duplex Dwellings		\$113.00	\$110.00		per dwelling unit		3%

Part III: Planning and Infrastructure		2020 Charge	2019 Charge	Unit/Per	% Change
6. Tri-plex/Four-Plex/Townhouse Dwellings (Street-Fronting)		\$113.00	\$110.00	per dwelling unit	3%
7. Apartments		\$269.00	\$262.00	plus an additional \$478.00 per dwelling unit	3%
8. Multi-Unit Residential Development (condominium developments)		\$269.00	\$262.00	plus an additional \$478.00 per dwelling unit	3%
9. Hotels/Motels		\$269.00	\$262.00	plus an additional \$478.00 per dwelling unit	3%
10. Manufactured Home		\$68.00	\$66.00		3%
11. Commercial/Industrial		\$161.00	\$157.00	plus an additional \$0.395 per \$1,000.00 value	3%
12. Accessory Building over 18.58 m2		\$34.00	\$33.00		3%
13. Sheds over 10.0 m2		\$34.00	\$33.00		3%
14. Residential Building Addition (exempting apartments)		\$34.00	\$33.00		3%
15. Residential Secondary Suite		\$55.00	\$54.00		2%
16. Garage Suite		\$55.00	\$54.00	plus an additional \$0.395 per \$1,000.00 value	2%
17. Garden Suite		\$55.00	\$54.00	plus an additional \$0.395 per \$1,000.00 value	2%
18. Home Occupation		\$83.00	\$81.00		2%
19. Live Work Unit - Commercial		\$83.00	\$81.00		2%
20. Radio Communication Facility		\$113.00	\$110.00		3%
21. Signs:					
a permanent		\$108.00	\$105.00		3%
b all other types		\$108.00	\$105.00		3%
22. Change of Use		\$55.00	\$54.00		2%
23. All Other Development Permits		\$55.00	\$54.00	plus an additional \$0.395 per \$1,000.00 value	2%
24. Development Permit Extension Fee				1/2 of original permit fee	
25. Prior to issuance of Development Permit:		\$53.00	\$52.00	per review	2%
12 The following fees and charges are hereby established pursuant to s. 630.1 of the <i>Municipal Government Act</i> , RSA 2000, Chapter M-26:					
1. Letters Respecting Compliance					
a Single Detached Residential Dwellings and Duplexes		\$92.00	\$90.00	per letter	2%
b Rush Service (within 72 hours)		\$138.00	\$135.00	per letter	2%
c Multiple Dwelling (Residential, Commercial, Industrial, Government, Institutional)		\$138.00	\$135.00	per letter	2%
d Variance Certificate		\$82.00	\$80.00	per application	3%
2. Redistricting					
a All land use districts except Direct Control (DC)		\$923.00	\$900.00	plus an additional \$800.00 for advertisement per application	3%
b Direct Control		\$1,333.00	\$1,300.00	plus an additional \$800.00 for advertisement per application	3%
3. Area Structure Plans / Outline Plans / Area Redevelopment Plans					
a New and Major Amendments		\$666.00	\$650.00	per application or \$52.50 per gross ha. (whichever is greater), plus an additional \$400.00 advertising fee	2%
b Minor Amendments		\$392.00	\$382.00	per application plus an additional \$400.00 advertising fee	3%
4. Conversions to Condominium		\$40.00	\$40.00	per unit	0%
5. Encroachment Agreements		\$164.00	\$160.00	per agreement plus registration and legal fees	3%
6. Easement Agreements		\$113.00	\$110.00	per agreement plus registration and external legal fees	3%
7. Lease Agreements		\$160.00	\$156.00	per agreement plus external legal fees	3%
8. Final Grade Certificates					
a Single Detached, Fee Simple Duplex, Triplex, Townhouse		\$160.00	\$156.00		3%
b Multi-residential, Commercial, Industrial, Government		\$200.00	\$200.00	per ha or portion thereof	0%
9. Charges for Copies of Department Documents					
a Land Use Bylaw (colour Land Use District Map included)		\$46.00	\$45.00		2%
c Municipal Development Plan		\$26.00	\$25.00		4%
13 The following fees are established in accordance with Section 5 of the Business Licence Bylaw No. 767-2011:					
1. General *		\$154.00	\$150.00		3%
2. Non-Resident*		\$308.00	\$300.00		3%
3. Home-Based Business*		\$154.00	\$150.00		3%
4. Mobile Business Unit		\$51.00	\$50.00		2%
7. Appeal Fee		\$51.00	\$50.00		2%

Part V: Public Transportation			
	2020 Charge	2019 Charge	Unit/Per
1.1 Intra-municipal transit fares (within City of Leduc and Leduc County):			
Routes 2, 3, 4, 5 and 10:			
c Ticket Book (10 tickets)	\$18.00	\$0.00	
Part VII: Enactment			
20 Bylaw 1006-2018 is repealed by this bylaw. [formerly: "Bylaw 962-2017 is repealed by this bylaw."]			
21 This Bylaw shall come into force and effect on January 1, 2020. [formerly: "This Bylaw shall come into force and effect on January 1, 2019."]			

2020 Fees Bylaw



2nd and 3rd Reading

Presented by:
Jennifer Cannon, Director, Finance



Waste Collection

Was \$22.75
increase due to
enhanced service level



Base Rate: \$22.50 to \$23.65

Additional Waste Cart: \$12.00 to \$12.25

Additional Organics Cart: \$8.00 to \$8.15

Monthly
Rates

Lost/Damaged Cart: \$60.00 to \$61.20

Cart Delivery Fee: \$25.50 to \$26.00

Other
Fees

Water & Wastewater

Residential & Non-Residential

Water

Variable Rate: \$2.47 to \$2.57

Wastewater

Flat Rate: \$8.40 to \$8.50

Variable Rate: \$1.66 to \$1.78



Cross Connection Program

Non-Residential Utility Accounts

Meter Size	Current Monthly Water Flat Rate	New Monthly Water Flat Rate
5/8"	\$9.84	\$11.16
3/4"	\$12.30	\$14.50
1"	\$22.20	\$25.71
1-1/2"	\$48.10	\$53.37
2"	\$82.90	\$91.69
3"	\$184.15	\$201.72
4"	\$326.30	\$361.45

Overstrength Charges

	2019 \$/kg	2020 \$/kg
Biochemical Oxygen Demand	\$0.3134	\$0.3254
Chemical Oxygen Demand	\$0.3134	\$0.3254
Oil & Grease	\$0.2796	\$0.2815
Phosphorus	\$12.8519	\$13.5701
Suspended Solids	\$0.2745	\$0.2681
Total Kjeldahl Nitrogen	\$1.9778	\$2.0257

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

Permits



overall increase of
2% - 3%

Permits: Condos

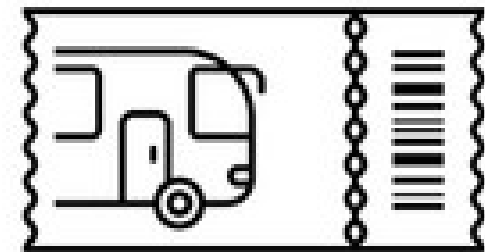


**Adjustment made:
Reduced from \$41 to \$40**

Public Transportation



Intra-municipal transit ticket book



BUS TICKET

10 tickets
\$18.00



Questions



COUNCIL REQUEST FOR DECISION

MEETING DATE: December 2, 2019

SUBMITTED BY: D. Melvie, General Manager, Community and Protective Services

PREPARED BY: C. Chisholm, Manager, RCMP Administration and Enforcement Services

REPORT TITLE: Bylaw No. 1029-2019 - Amendment to the Health Bylaw No. 581-2004 – Vaping (2nd and 3rd Readings)

EXECUTIVE SUMMARY

This report deals with amendments to the Health Bylaw which will prohibit the use of electronic cigarettes (commonly known as e-cigarettes or vaping) in public places in Leduc and also permit the use of tobacco products for cultural ceremonial reasons in public places.

RECOMMENDATION

That Council give Bylaw No. 1029-2019 second reading.

That Council give Bylaw No. 1029-2019 third reading.

RATIONALE

This item was first presented to Council on September 23, 2019. At the direction of Council, it was requested that a non-statutory public hearing be held.

The popularity of e-cigarettes has been increasing since the introduction of the modern e-cigarette in the mid 2000's. While promoted as a safer alternative to cigarettes, these products still pose a health hazard given the chemical by-products released during the heating process utilized by e-cigarettes. The Health Bylaw prohibits the smoking of tobacco, or other weed or substance but does not include situations where products are heated and consumed through the use of a vaporizer. In the interests of the health of our community, reducing exposure in public places to vapours produced by e-cigarettes along with lowering the public usage of e-cigarette in the presence of youth, would be appropriate for our community well being. There is no provincial prohibition for the use of e-cigarettes in public places at this time.

Consultation with vaping stores supported prohibiting vaping in public places but sought an exclusion for their stores so that they may offer product testing for their customers. This exclusion has been granted by other municipalities, and is included in the wording of the proposed Bylaw amendment.

It should be noted that "public places" in the Health Bylaw refers to indoor facilities and areas in front of entrances or windows.

As traditional aboriginal spiritual or cultural practices of ceremonies may require the burning of tobacco products in public places, an exemption within the Health Bylaw is required to support such activities. This exemption has been included in the proposed Bylaw amendment.

STRATEGIC / RELEVANT PLANS ALIGNMENT

This amendment relates to Goal One - a City where people want to live, work and play and promotes a safe and healthy community. The amendment also focuses on the safety of our youth.



COUNCIL REQUEST FOR DECISION

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

Leduc Enforcement Services would be responsible for enforcement of this amendment. It is not anticipated that there would be much impact on LES relating to this amendment as compliance through education would be a priority.

A notice to the public on the non-statutory public hearing on December 2, 2019, was advertised in the Leduc Rep on November 15th and 22nd. In addition, representatives from Alberta Health Services were notified along with three Leduc businesses whose primary activity is the sale of tobacco and vaping products.

RISK ANALYSIS: FINANCIAL / LEGAL:

Numerous communities throughout Alberta and beyond have recognized the potential health risks of e-cigarettes and as a result, have included vaping restrictions in their bylaws. With municipalities having the authority under the MGA to pass bylaws respecting, among other things, the "safety, health and welfare of people and the protection of people and property", vaping restrictions have not been challenged on a jurisdictional basis.

There would be minor financial implications (less than \$2000) pertaining to communication related costs in notifying the public of the amendment.

IMPLEMENTATION / COMMUNICATIONS:

Given that smoking in public places is already prohibited, the inclusion of vaping to the definition is consistent the original intent of reducing health hazards of tobacco related products to the public. As such, wide spread consultation was not conducted for the addition of e-cigarettes.

A communications strategy will be required in order to educate the public on the change. Given that this was an unplanned request from Council, funding for advertising will have to come from existing LES budget.

ALTERNATIVES:

1. Increase educational awareness to our community and seek cooperation that public not vape in public places (indoor facilities).
2. Introduce a more comprehensive ban on smoking and vaping in all places the public have access. This would include parks, multi-ways and other locations accessible by the public.

ATTACHMENTS

1. Bylaw No. 1029-2019 - Amendment to Health Bylaw No. 581-2004
2. Notice of Non-Statutory Public Hearing

Bylaw No. 1029-2019

PAGE 1

AMENDMENT #1 TO HEALTH BYLAW 581-2004

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

1. That Section 2 of Bylaw 581-2004 is amended as follows:

a. the following definition is added:

<i>Electronic Cigarette</i>	<i>means a handheld device containing a liquid that is vapourized and inhaled, and includes but is not limited to electronic cigarettes, e-cigarettes, vapourizer cigarettes, personal vapourizers, and electronic nicotine delivery systems.</i>
-----------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

b. the definition of "Smoke or Smoking" is deleted in its entirety and replaced with the following:

<i>"Smoke" or "Smoking"</i>	<i>means the inhaling, exhaling, burning or carrying of a lighted cigarette, cigar, pipe or other lighted smoking equipment burning tobacco or any other weed or substance, and shall include the inhaling, exhaling, or carrying of an activated Electronic Cigarette, but shall not include:</i>
-----------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

a) smoking by actors as part of a stage or theatrical performance; and

b) smoking activity taking place at a Public Facility in conjunction with a traditional pipe ceremony or similar indigenous ceremonial event.

2. The following section is added after section 5:

5.1 Nothing in this Bylaw prohibits a person, while on the premises of an Electronic Cigarette retailer, from using an Electronic Cigarette for the sole purpose of testing the device or sampling products used with the device prior to purchase.



Bylaw No. 1029-2019

PAGE 2

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

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

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

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

Bob Young
MAYOR

Sandra Davis
CITY CLERK

Date Signed

NOTICE

Non-statutory Public Hearing

PROPOSED AMENDMENT TO THE CITY OF LEDUC HEALTH BYLAW

The following information is common to the bylaw presented:

The City of Leduc Health Bylaw 581-2004 prohibits and regulates the use of tobacco in public places to ensure the safety, health and welfare of people in the municipality. The City of Leduc is holding a non-statutory Public Hearing on proposed amendments to the Health Bylaw as part the review process of the Health Bylaw.

Bylaw No. 1029-2019

The purpose of proposed Bylaw No. 1029-2019 is **to amend Bylaw No. 581-2004, Section 2 – Definitions, by adding a definition of electronic cigarettes and also including the use of electronic cigarettes in the definition of smoking.** These changes are necessary to ensure that the bylaw meets the needs of the community.

A summary of the proposed changes is as follows:

- Addition of the term "Electronic Cigarette" to the Definition section.
- Addition of the term "Electronic Cigarette" to the definition of "Smoking." This addition will treat the use of electronic cigarettes similar to the smoking of tobacco in that it **will be prohibited to use electronic cigarettes in public facilities and within 5 metres of entrances and air intakes of public facilities.** The use of electronic cigarettes is also commonly referred to as "Vaping."
- A provision is also added to allow the demonstration of electronic cigarettes for the sole purpose of testing the device or sampling products used with the device prior to purchase.

A copy of the proposed bylaw that will be presented to Leduc City Council may be inspected by the public from 8:30 a.m. to noon and 1 to 4:30 p.m. from Monday to Friday at the City Clerk's Office, City Hall, Leduc Civic Centre, 1 Alexandra Park, 46th Avenue and 48A Street, Leduc, Alberta. Inquiries respecting the proposed bylaw may be made at this office or by contacting Cameron Chisholm in the Enforcement Services Department at 780-980-7266. A copy of the proposed bylaw may also be viewed on the city's website at www.leduc.ca under 'Public hearings before City Council.'

Public Hearing – Dec. 2, 2019

At its meeting on **Monday, Dec. 2, 2019 at 7 p.m.** or as soon thereafter as may be convenient, in the Council Chambers, Leduc Civic Centre, 1 Alexandra Park, 46th Avenue and 48A Street, Leduc, City Council will hold a Public Hearing on the proposed bylaw. **All interested persons may be heard by council prior to the proposed bylaw.**

Appearance before council: Any person, who wishes to speak to City Council at the time of the Public Hearing, is requested to advise the City Clerk's Office, at 780-980-7177 before 4 p.m., Monday, Dec. 2, 2019.

Written submissions must be submitted to the City Clerk's Office, City Hall, before noon Friday before Nov. 29, 2019.

Any person may also be heard by responding to the mayor's call for delegations at the time of the public hearing.

This notice is being advertised in the Nov. 15 and 22, 2019 editions of this newspaper.



COUNCIL REQUEST FOR DECISION

MEETING DATE: December 2, 2019

SUBMITTED BY: D. Melvie, General Manager, Community and Protective Services

PREPARED BY: C. Chisholm, Manager, RCMP Administration and Leduc Enforcement Services

REPORT TITLE: Bylaw No. 1030-2019 - Amendment to Traffic Bylaw No. 878-2014 - Unattached Trailers (2nd and 3rd Readings)

EXECUTIVE SUMMARY

This report deals with Traffic Bylaw No. 878-2014 and an amendment which will permit an unattached trailer to be parked on a highway in Leduc under limited conditions.

RECOMMENDATION

That Council give Bylaw No. 1030-2019 second reading.

That Council give Bylaw No. 1030-2019 third reading.

RATIONALE

This item was presented to Council on September 23, 2019 and received first reading by consent.

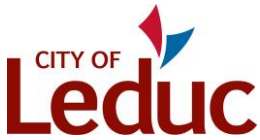
Subsequent to an email submission to the City, a request was made by a contractor to permit unattached trailers to be parked on a highway to facilitate construction requirements. The request outlined the contractor's ability to work efficiently as they could not leave their trailers behind at the worksite while conducting supporting activities (i.e. picking up supplies/employees) for their work. The current Traffic Bylaw prohibits any trailer from being unattached in Leduc.

The Traffic Advisory Committee reviewed the request and had no concerns over permitting unattached trailers being used for the purposes of construction or landscaping. When the request was presented at Committee, Committee directed Administration to amend the Traffic Bylaw to allow unattached trailers.

The proposed Bylaw 1030-2019 is similar to the one currently in effect at the City of Red Deer, though for practical reasons, the proposed Bylaw does not include a requirement that unattached trailers be attended at all times.

STRATEGIC / RELEVANT PLANS ALIGNMENT

This amendment relates to Goal One - a City where people want to live, work and play by assisting the ability of those working within the City to become more efficient in their construction related work. It further relates to Goal Three – an Economically Prosperous City by strengthening the delivery of local economic development.



COUNCIL REQUEST FOR DECISION

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

There will be little impact on Administration with this amendment other than communication requirements. Leduc Enforcement Services will adjust their enforcement related activities once any amendment to the Traffic Bylaw is made. No other Departments are impacted.

RISK ANALYSIS: FINANCIAL / LEGAL:

Visibility and stability of unattached trailers remains a safety concern; however, mitigating any safety risks are the proposed time restrictions, as well as requirements for blocking and the installation of reflectors. In the City Solicitor's opinion, the risk to the City for permitting unattached trailers that must comply with these safety requirements is negligible.

Costs for communications will come from the existing Enforcement Services advertising budget. These costs should be less than \$1000.

IMPLEMENTATION / COMMUNICATIONS:

A communications strategy will be required to notify the public of the amendment. This could include notification to the Chamber of Commerce and its members. As this is removing a restriction, there is no requirement for a warning period. Given that this amendment does not change the prohibition for Recreational Vehicles, any messaging will have to ensure that that prohibition remains.

ALTERNATIVES:

1. Repeal Section 26 of the Traffic Bylaw completely, thereby allowing any trailer to be unattached.
2. Allow unattached trailers but modify restrictions to permitted hours and safety requirements.
2. Utilize existing bylaw with no changes.

ATTACHMENTS

Bylaw No. 1030-2019 - Amendment to Traffic Bylaw No. 878-2014 - Unattached Trailers

Bylaw No. 1030-2019

PAGE 1

AMENDMENT #2 TO TRAFFIC BYLAW 878-2014

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

1. That Section 26 of Bylaw 878-2014 ("Bylaw") is deleted in its entirety and replaced with the following:

26. (1) *A trailer shall not be parked on a highway unless the trailer is attached to a vehicle by which it may be drawn.*

(2) *Subsection (1) shall not apply to an unattached utility or other trailer being unloaded or temporarily used for the purpose of construction, demolition, or landscaping work at a location, provided that such unattached utility or other trailer:*

(a) does not obstruct other users of the highway;

(b) is clearly visible and marked with reflective signage;

(c) is blocked or secured to prevent shifting and other movement; and

(d) is not parked at the location prior to sunrise and following sunset.

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

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

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

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

Bob Young
MAYOR

Sandra Davis
CITY CLERK

Bylaw No. 1030-2019

PAGE 2

Date Signed



COUNCIL REQUEST FOR DECISION

MEETING DATE: December 2, 2019

SUBMITTED BY: S. Olson, Director, Engineering

PREPARED BY: R. Graham, Manager, Infrastructure

REPORT TITLE: Bylaw No. 1035-2019 – Off-Site Levy Bylaw (2nd and 3rd Reading)

EXECUTIVE SUMMARY

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

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

RECOMMENDATION

That Council give Bylaw No. 1035-2019 Second Reading.

That Council give Bylaw No. 1035-2019 Third Reading.

RATIONALE

Through the Bylaw update process, developers are presented with the changes to the model prior to bringing the proposed bylaw forward to Council. Preliminary discussions with UDI occurred early in 2019 with no formal comments.

STRATEGIC / RELEVANT PLANS ALIGNMENT

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

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

The annual update re-assessed all off-site levy projects and cost estimates. Project costing estimates are based on 2018 construction tender rates in the Capital Region provided by McElhanney. This year the rates experienced a minor increase in asphalt price, which contributed to the overall rate change.



COUNCIL REQUEST FOR DECISION

Projects were also added and removed based on the most recent Sanitary Master Plan. The updated servicing plan resulted in approximately \$3.66M reduction in project costs (12%).

In addition to the standard annual updates, the accounting methodology was refined to more accurately reflect debenture repayment requirements. The direct result placed additional costs into the model which contributes to an overall rate increase.

Bylaw 1035-2019, if approved, is intended to adjust the off-site levy rate charged on a per hectare basis for new development within the boundaries of the City of Leduc. The weighted average off-site levy rate in 2018 was \$129,918 and this year's update will result in approximately a 4.5% increase.

Leduc 2019	Transportation Levies (per Ha)	Water Levies (per Ha)	Sanitary Levies (per Ha)	Total (per Ha)
High	\$123,147	\$19,417	\$54,742	\$197,306
Low	\$69,510	\$19,417	\$-	\$88,926
Weighted Average	\$96,256	\$19,417	\$20,065	\$135,737

RISK ANALYSIS: FINANCIAL / LEGAL:

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

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

IMPLEMENTATION / COMMUNICATIONS:

On October 16, 2019, the proposed adjustments to the Bylaw were presented to the members of the Urban Development Institute (UDI) – Leduc. Any comments received by UDI will be taken into consideration, and where applicable addressed during the next Bylaw update.

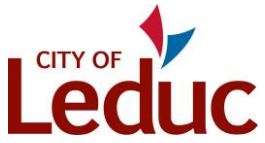
This Bylaw was be advertised in the November 15 and November 22, 2019, editions of the Leduc Representative.

ALTERNATIVES:

1. That Council direct Administration to bring back amendments to Bylaw 1035-2019 and leave Bylaw 999-2018 in place until that point in time;
2. That Council defeat Bylaw 1035-2019 leaving Bylaw-999-2018 in place for 2019. A new bylaw will be brought forward as part of the 2020 budget deliberations.

ATTACHMENTS

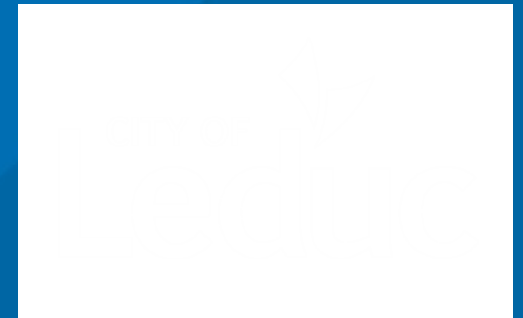
Proposed Bylaw 1035-2019 Off-Site Levy Bylaw



COUNCIL REQUEST FOR DECISION

Bylaw No. 1035-2019

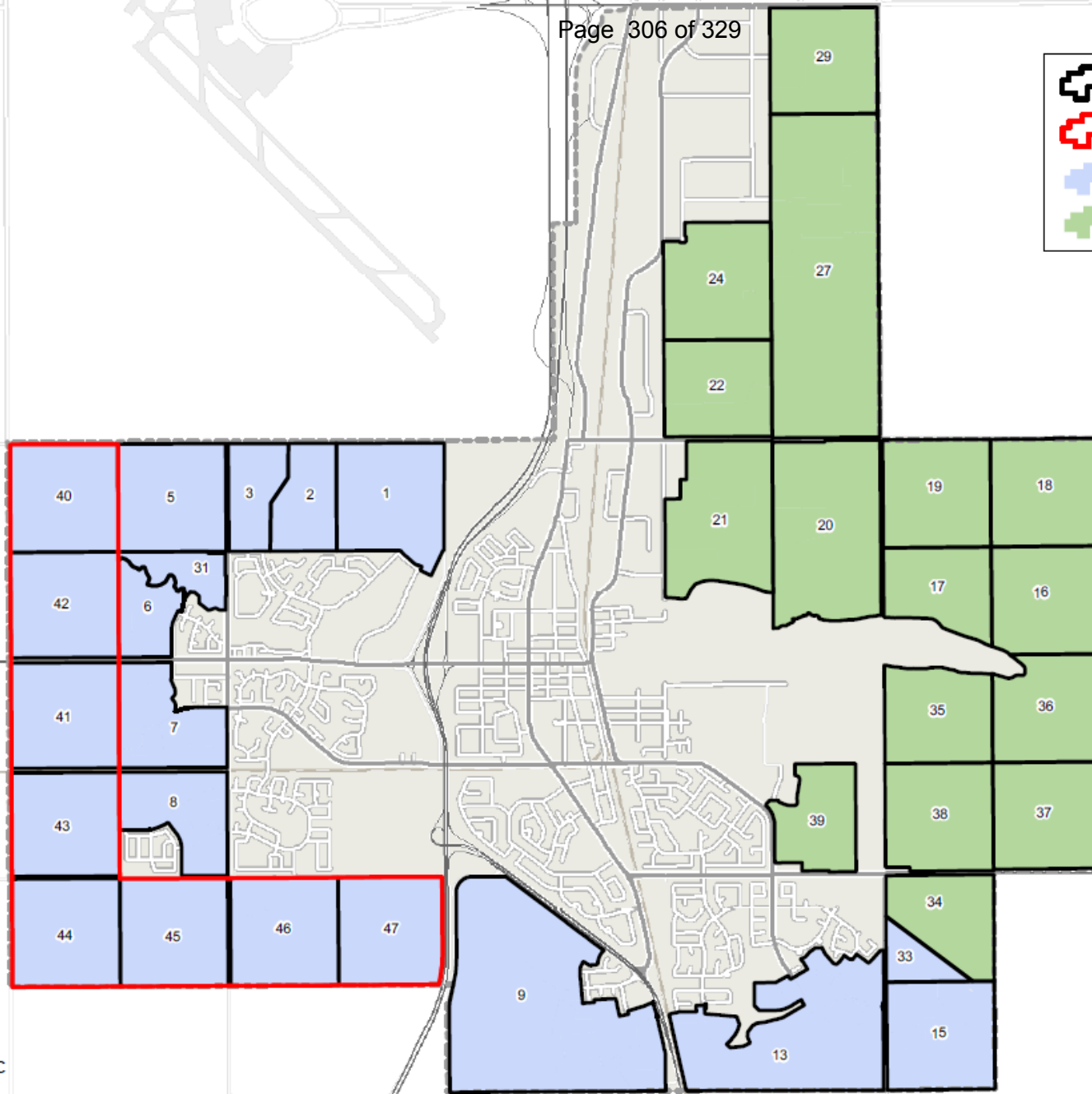
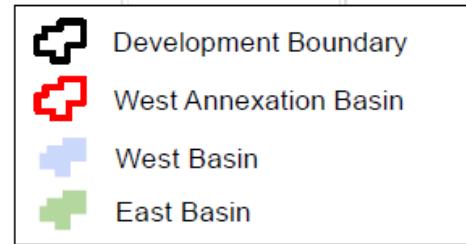
Off-Site Levy Bylaw



2019 Updates

- Amended staging plan and project costing for all projects
- Updated sanitary projects based on Sanitary Master Plan
- Improved accounting methodology to more accurately reflect debenture repayment requirements



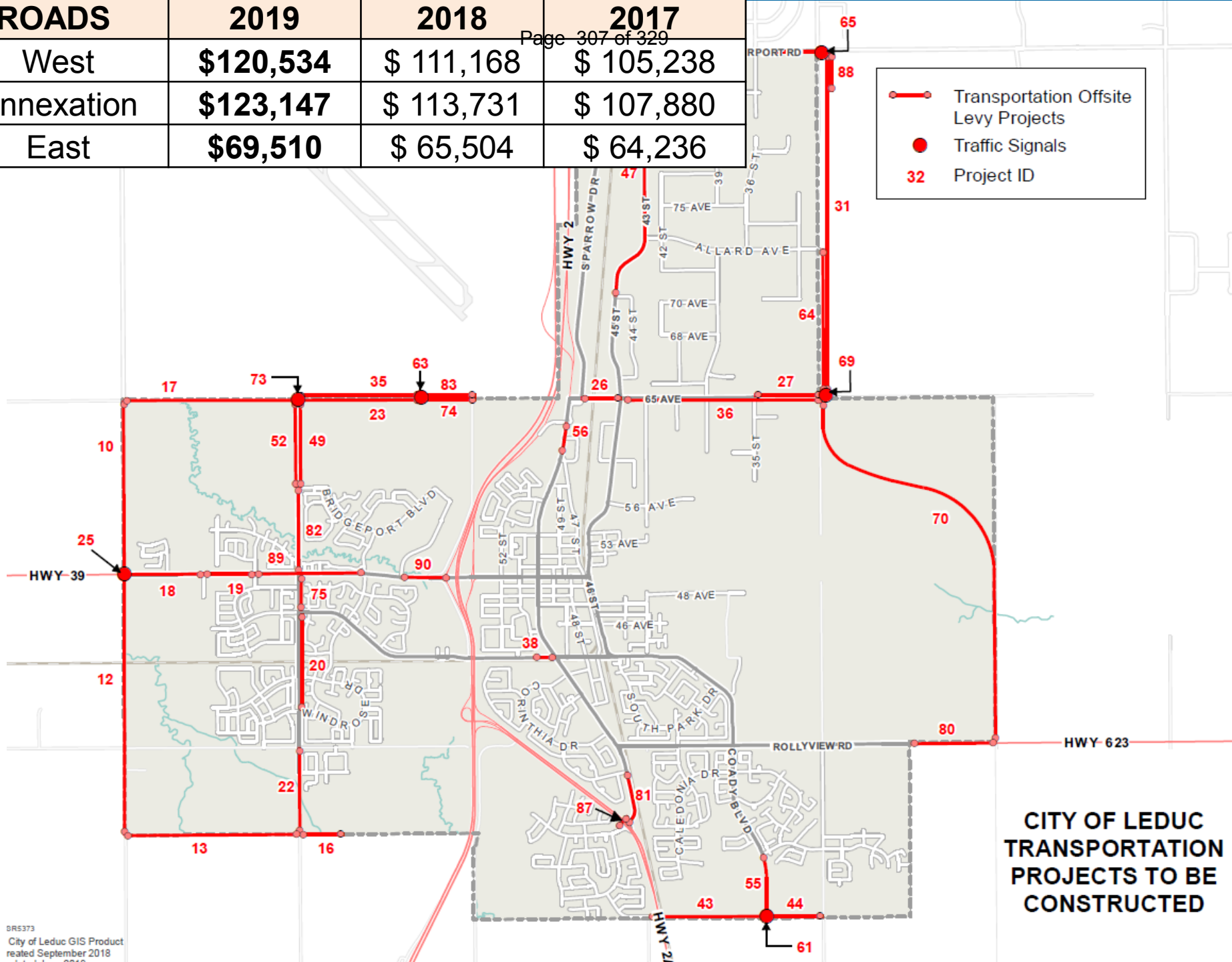


CITY OF LEDUC OFF SITE LEVY

PROPOSED DEVELOPMENT
AREAS

Schedule A

ROADS	2019	2018	2017
West	\$120,534	\$ 111,168	\$ 105,238
Annexation	\$123,147	\$ 113,731	\$ 107,880
East	\$69,510	\$ 65,504	\$ 64,236



WATER

2019

2018

2017

All Areas

\$19,417

\$16,560

\$17,407



Development Area



Water Main



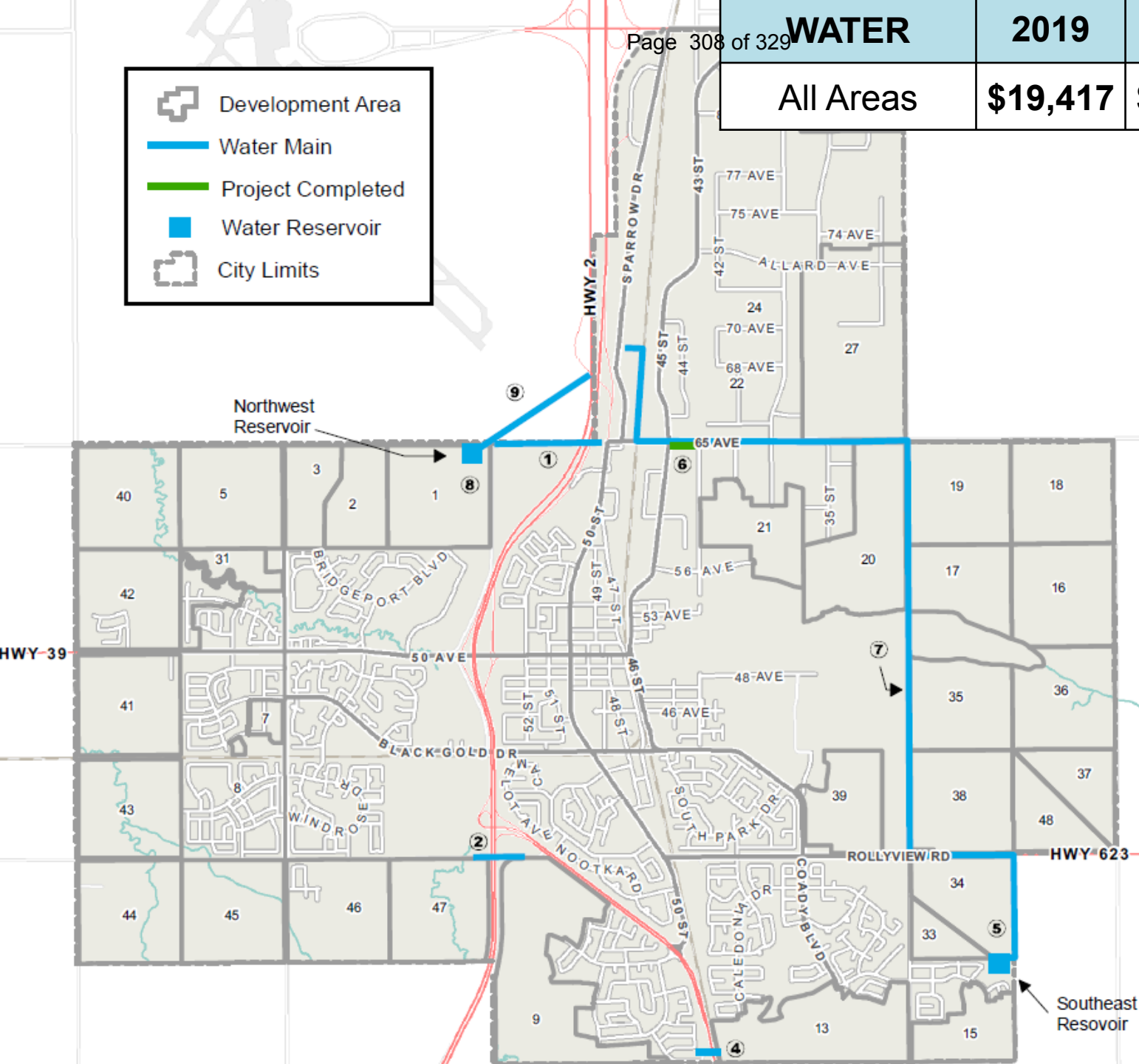
Project Completed












Water Reservoir



City Limits



Boundaries of Contributing Areas

-  Area 1
-  Area 3
-  Area 2
-  Area 4
-  Area 5
-  Development Area
-  City Limits
-  Sanitary Pipes
-  Sanitary Lift Station

SANITARY - Areas

Page 309 of 329

	2019	2018	2017
3, 5, 31	\$15,518	\$9,180	\$8,636
9	\$1,859	\$16,022	\$16,228
13, 15, 33	\$6,904	\$9,747	\$9,680
16,17,18,19,34,35,36,37,38	\$22,256	\$28,173	\$29,800
40,41, 42,43,44,45,46,47	\$54,742	\$59,013	\$48,419

Boundary of Areas
Contributing to
Lift Station
Expansion ①

Boundary of Areas
Contributing to
Sanitary Lift Station
and Forcemain ⑩ ⑪

Project
Complete

Boundary of Areas
Contributing
to Lift Station
Expansion
and Forcemain ⑥ ⑦ ⑧

Boundary of Areas
Contributing to
Sanitary Projects ② ④

Projects updated and
adjusted based on
Sanitary Master Plan.
Resulted in approx.
\$3.66M decrease in
project cost (12%)

Annual Rate Comparisons

2018 Rates

High's, Low's, and Weighted Averages⁵

	Transportation Charges	Water Charges	Sanitary Charges	Total
High	\$ 113,721	\$ 16,560	\$ 59,013	\$ 189,293
Low	\$ 65,515	\$ 16,560	\$ -	\$ 82,075
Weighted Average	\$ 89,978	\$ 16,560	\$ 23,381	\$ 129,918

2019 Rates

High's, Low's, and Weighted Averages⁴

	Transportation Levies (/Net Ha.)	Water Levies (/Net Ha.)	Sanitary Levies (/Net Ha.)	Total (/Net Ha.)
High	\$ 123,147	\$ 19,417	\$ 54,742	\$ 197,306
Low	\$ 69,510	\$ 19,417	\$ -	\$ 88,926
Weighted Average	\$ 96,256	\$ 19,417	\$ 20,065	\$ 135,737

Municipality Rate Comparison

Municipality / Area	Approx. Average Per Ha.
City of Lacombe*	\$72,500
City of Spruce Grove (not incl drainage)	\$80,000
Red Deer County (Gasoline Alley) (not incl water & san)	\$96,500
City of Leduc*	\$135,700
City of Cold Lake* (bylaw not updated)	\$140,500
City of Chestermere*	\$145,500
City of Beaumont*	\$148,100
City of Red Deer (in progress)	\$200,000
City of Lethbridge	\$249,000
City of Medicine Hat* (subsidy)	\$250,000
City of Lloydminster* (bylaw not updated)	\$281,800
City of St. Albert*	\$290,000
City of Edmonton	+\$300,000
City of Calgary (incl rec & stabilization)	+\$350,000
City of Brooks	Not current
City of Wetaskiwin	Not Current

*CORVUS Clients. **All rates estimated from available sources at end 2018. ***Reflects Residential rates if different.



Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

PAGE 1

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

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

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

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

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

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

PART I: BYLAW TITLE

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

PART II: PURPOSE, DEFINITIONS, AND INTERPRETATION

PURPOSE

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

DEFINITIONS

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

Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

PAGE 2

- b. **"City Manager"** means the chief administrative officer of the City;
- c. **"Council"** means the municipal council of the City;
- d. **"Developable Land"** means all land, but does not include:
 - i. municipal reserve, as defined in Part 17 of the *Municipal Government Act*, R.S.A. 2000, c. M-26,
 - ii. environmental reserve, as defined in Part 17 of the *Municipal Government Act*;
 - iii. land required for the widening of major collector roads along a ¼ section boundary or any arterial roadways; and
 - iv. land required for stormwater management facilities excluding appurtenances;
- e. **"Development Agreement"** means an agreement as contemplated in the Municipal Government Act sections 648(1)b and 655(1)b between the City and the Owner of the land being developed or subdivided as it relates to the construction of municipal improvements, and authorized in respect of payment of an Off-Site Levy; and
- f. **"Development Permit"** means a document that is issued under the City of Leduc Land Use Bylaw and authorizes a Development, as defined in the Municipal Government Act, as amended.
- g. **"Off-Site Levy"** means a levy for capital projects payable to the City upon development or subdivision of Developable Land.
- h. **"Reports"** mean the following:
 - i. The Offsite Levy Model prepared by Corvus Business Advisors and updated annually by the City;
 - ii. City of Leduc Offsite Levy Update, dated July 24, 2019;
 - iii. City of Leduc Transportation Master Plan (October 2018);
 - iv. City of Leduc Sanitary Sewer Master Plan (October 2019);
 - v. City of Leduc Water Master Plan (December 2014);and
 - vi. City of Leduc Benefit Analysis (March 2015)

RULES FOR INTERPRETATION

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

PART III: OFF-SITE LEVY

OBJECTS, PRINCIPLES AND CRITERIA

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

Bylaw No. 1035-2019
OFF-SITE LEVY BYLAW

PAGE 3

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

Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

PAGE 4

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

OFF-SITE LEVY ESTABLISHMENT

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

CALCULATION

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

OBJECT

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

PART IV: DEVELOPMENT AGREEMENTS

DEVELOPMENT AGREEMENTS

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

CONTENT

- 10. All Development Agreements:

Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

PAGE 5

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

PART V: GENERAL

ACCOUNTING

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

GENERAL

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

TRANSITION

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

SEVERABILITY

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

REPEALS

15. Bylaw 999-2018, the *Off-Site Levy Bylaw*, is repealed.

**Bylaw No. 1035-2019
OFF-SITE LEVY BYLAW**

PAGE 6

PART VI: ENACTMENT

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

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

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

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

**Bob Young
MAYOR**

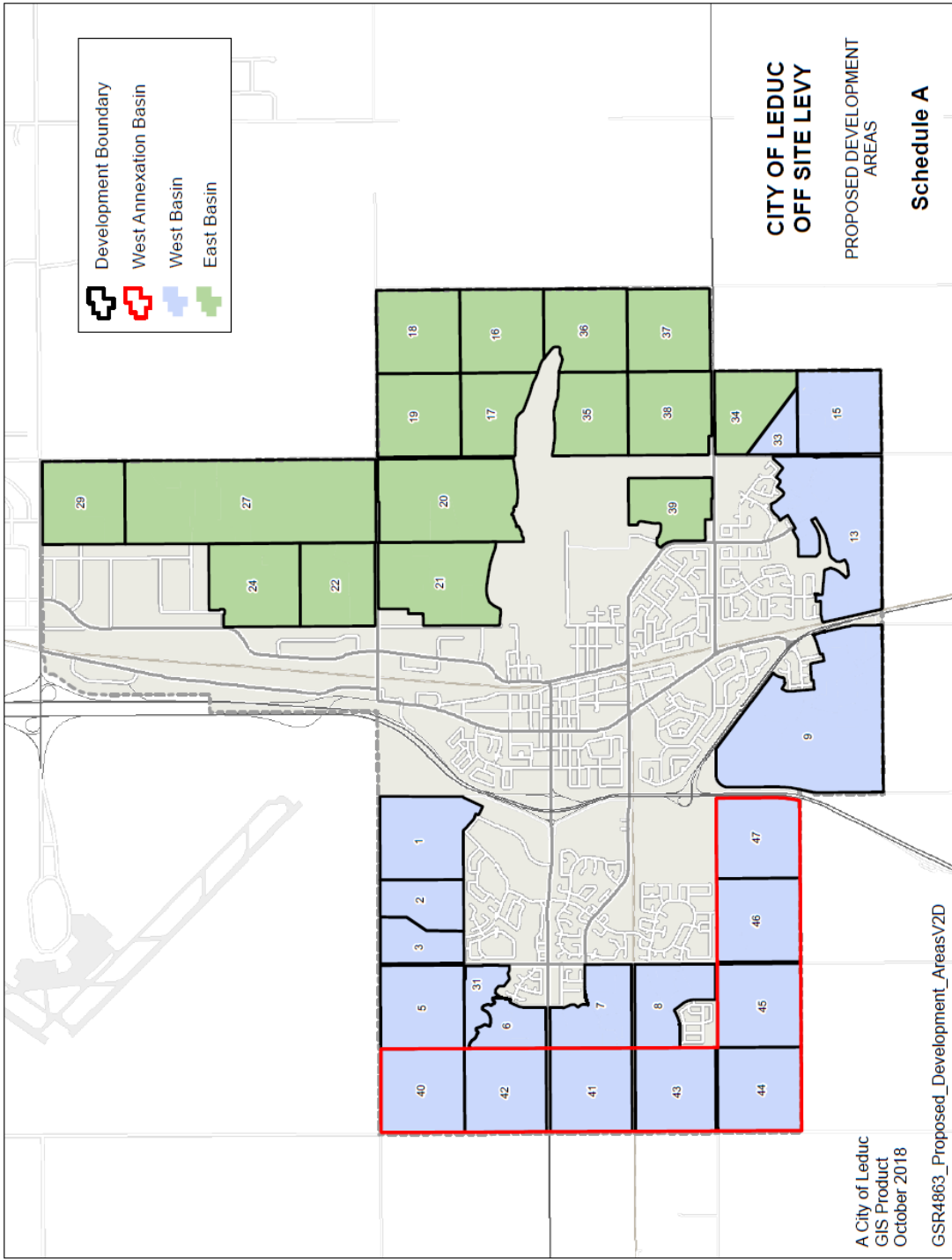
**Sandra Davis
CITY CLERK**

Date Signed

Bylaw No. 1035-2019 **OFF-SITE LEVY BYLAW**

PAGE 7

Schedule A



Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

PAGE 8

Schedule B

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

Area #	Transportation Levies	Water Levies	Sanitary Levies	Total
1.0	\$ 120,534.42	\$19,416.51	\$ -	\$139,950.93
2.0	\$ 120,534.42	\$19,416.51	\$ -	\$139,950.93
3.0	\$ 120,534.42	\$19,416.51	\$15,517.80	\$155,468.73
5.0	\$ 120,534.42	\$19,416.51	\$15,517.80	\$155,468.73
6.0	\$ 120,534.42	\$19,416.51	\$ -	\$139,950.93
7.0	\$ 120,534.42	\$19,416.51	\$ -	\$139,950.93
8.0	\$ 120,534.42	\$19,416.51	\$ -	\$139,950.93
9.0	\$ 120,534.42	\$19,416.51	\$ 1,859.26	\$141,810.19
13.0	\$ 120,534.42	\$19,416.51	\$ 6,904.43	\$146,855.36
15.0	\$ 120,534.42	\$19,416.51	\$ 6,904.43	\$146,855.36
16.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
17.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
18.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
19.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
20.0	\$ 69,509.55	\$19,416.51	\$ -	\$ 88,926.06
21.0	\$ 69,509.55	\$19,416.51	\$ -	\$ 88,926.06
22.0	\$ 69,509.55	\$19,416.51	\$ -	\$ 88,926.06
24.0	\$ 69,509.55	\$19,416.51	\$ -	\$ 88,926.06
27.0	\$ 69,509.55	\$19,416.51	\$ -	\$ 88,926.06
29.0	\$ 69,509.55	\$19,416.51	\$ -	\$ 88,926.06
31.0	\$ 120,534.42	\$19,416.51	\$15,517.80	\$155,468.73
33.0	\$ 120,534.42	\$19,416.51	\$ 6,904.43	\$146,855.36
34.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
35.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
36.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
37.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
38.0	\$ 69,509.55	\$19,416.51	\$22,255.80	\$111,181.86
39.0	\$ 69,509.55	\$19,416.51	\$ -	\$ 88,926.06
40.0	\$ 123,147.38	\$19,416.51	\$54,742.11	\$197,306.00
41.0	\$ 123,147.38	\$19,416.51	\$54,742.11	\$197,306.00
42.0	\$ 123,147.38	\$19,416.51	\$54,742.11	\$197,306.00
43.0	\$ 123,147.38	\$19,416.51	\$54,742.11	\$197,306.00
44.0	\$ 123,147.38	\$19,416.51	\$54,742.11	\$197,306.00
45.0	\$ 123,147.38	\$19,416.51	\$54,742.11	\$197,306.00
46.0	\$ 123,147.38	\$19,416.51	\$54,742.11	\$197,306.00
47.0	\$ 123,147.38	\$19,416.51	\$54,742.11	\$197,306.00

Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

PAGE 9

Schedule C

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

Transportation Infrastructure Projects – Schedule “C-1”

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

Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

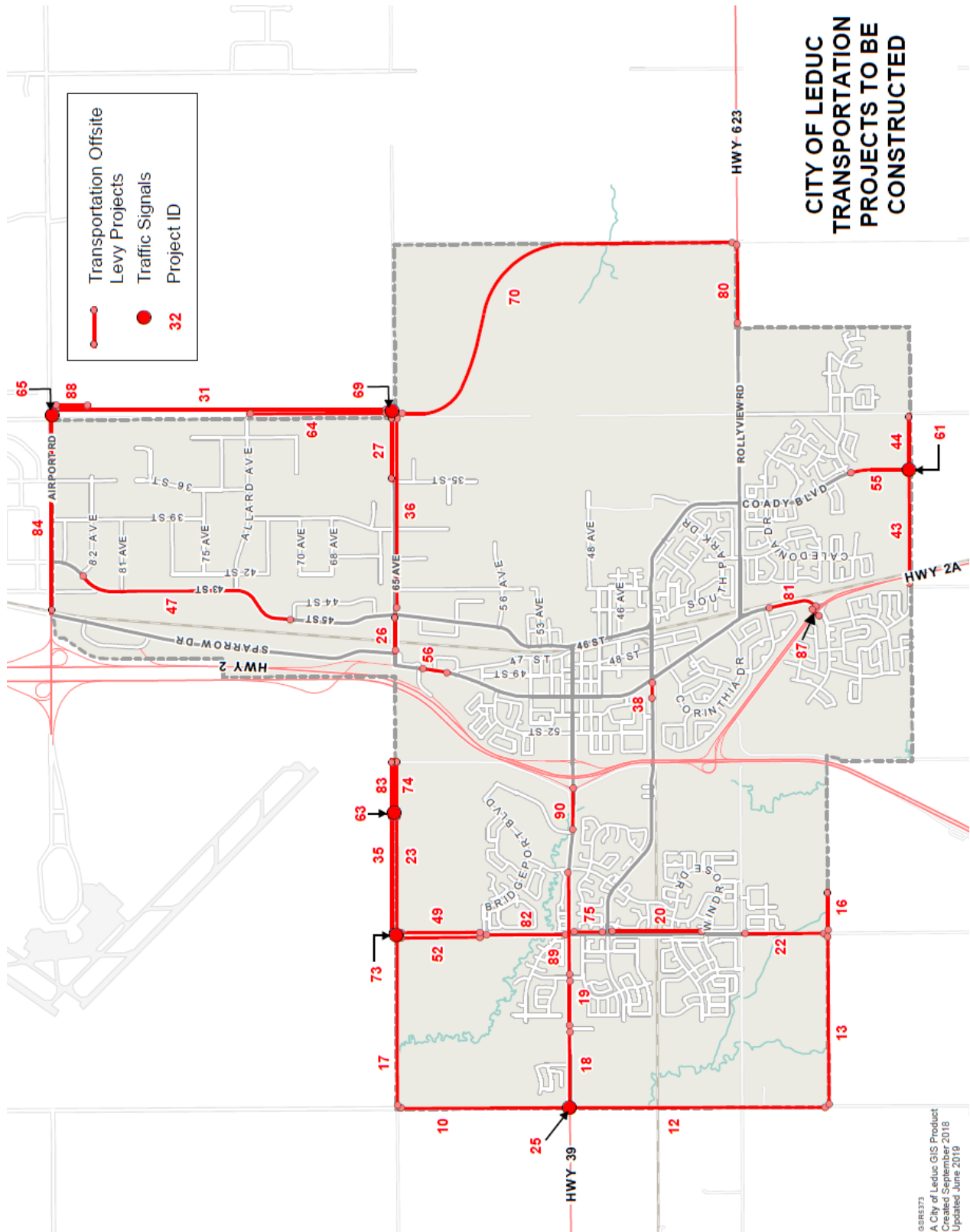
PAGE 10

43	Southeast Boundary Road (Hwy 2A to Coady Blvd.)	Improve Road Network Capacity
----	-------------------------------------------------	-------------------------------

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

Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

PAGE 11



Bylaw No. 1035-2019
OFF-SITE LEVY BYLAW

PAGE 12

Water Infrastructure Projects – Schedule “C-2”

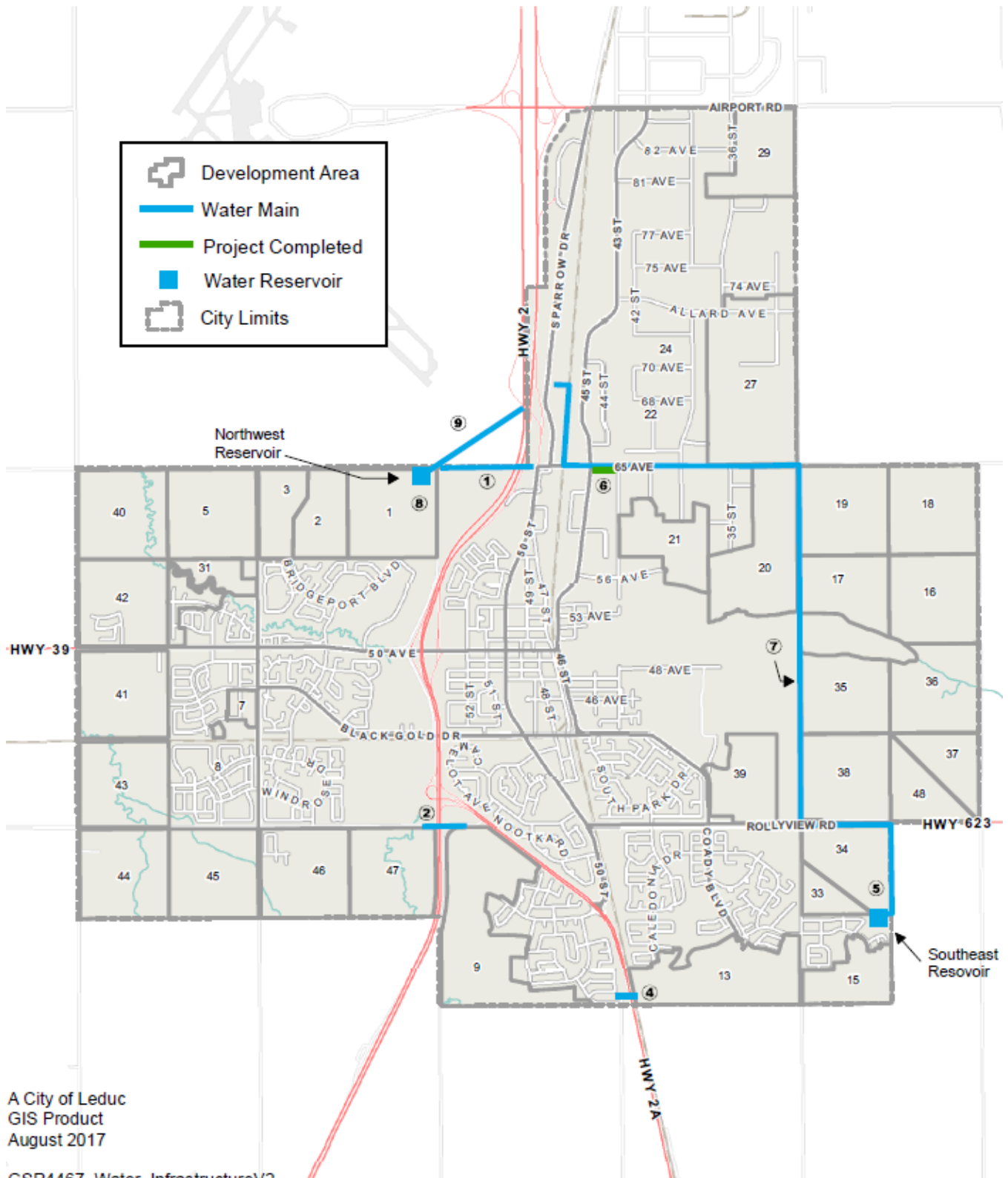
1	Water Main - 65 Ave (Hwy 2 to West Bridgeport)	Improve Network Distribution
2	Water Main - Twp. 494 (Southfork to Windrose)	Improve Network Distribution
4	Water Main HWY 2A Crossing (South Fork to Tribute)	Improve Network Distribution
5	Robinson Water Reservoir	Improve Network Distribution
6	Water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

Bylaw No. 1035-2019 OFF-SITE LEVY BYLAW

PAGE 13

Water Infrastructure Projects

Schedule "C-2"



Bylaw No. 1035-2019
OFF-SITE LEVY BYLAW

PAGE 14

Sanitary Infrastructure Projects – Schedule “C-3”

1	West Sanitary Lift Station Upgrade	Improve System Capacity
2	Corinthia Park North End Sewer Storage	Improve System Capacity
4	Corinthia Outlet	Improve System Capacity
5	Woodbend Lift Station and Force Main	Improve System Capacity
7	Woodbend Force Main - Stage 2	Improve System Capacity
8	Woodbend Lift Station Upgrades – Stage 2	Improve System Capacity
10	Eastside Sanitary Lift Station and Force Main	Improve System Capacity
11	Eastside Sanitary Lift Station – Stage 2	Improve System Capacity

Boundaries of Contributing Areas

- Area 1 ■ Area 3
- Area 2 ■ Area 4
- Area 5
- Development Area
- City Limits
- Sanitary Pipes
- Sanitary Lift Station

Boundary of Areas Contributing to Lift Station Expansion ①

Boundary of Areas Contributing to Sanitary Lift Station and Forcemain ⑩ ⑪

Boundary of Areas Contributing to Lift Station Expansion and Forcemain ⑥ ⑦ ⑧

Boundary of Areas Contributing to Sanitary Projects ② ④

Project Complete

The map displays various streets including Airport Rd, Sparrow Dr, Bridgeport Blvd, Grant MacEwan Blvd, Windrock Way, Black Gold Dr, Rollyview Rd, and Hwy 623. It also shows numbered areas (e.g., 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 15, 16, 17, 18, 19, 20, 21, 22, 24, 27, 29, 31, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47) and specific sanitary lift stations (e.g., 1, 2, 4, 6, 7, 8, 10, 11). A legend in the top left corner defines the symbols used for contributing areas, development areas, city limits, sanitary pipes, and sanitary lift stations.

Bylaw No. 1035-2019
OFF-SITE LEVY BYLAW

PAGE 16



Office of Mayor Young



Mayor's Report

November 17th – November 30th, 2019

November 18

- Briefing with City Manager
- Council and CoW Agenda Review
- Committee of the Whole
- Council

November 19

- Interview with Leduc Rep on Budget
- I Sasyniuk, General Manager, Corporate Services weekly update

November 20

- Mock Council with East Elementary School
- Meeting with Minister Madu, Edmonton

November 21

- Traffic Advisory Committee Meeting

November 24

- Welcome Mixer – Canadian Curling Club Championship

November 25

- Meeting with Bill Romanchuk from Black Gold School Division
- Briefing with City Manager
- Opening Ceremonies – Canadian Curling Club Championships

November 26

- Interview with Leduc Rep on Candy Cane Checkstop
- Airport Tax Share Negotiation Meeting

November 27

- Meeting with Nancy Laing, Leduc Foundation
- Photo for 100th anniversary of the Canadian Institutes of Planners

November 29

- Meeting with Lynn Wyton, EIA
- Mock Council with Covenant Christian School
- Draw #9 of Canadian Curling Event

November 30

- Men's Semi-Final, Canadian Curling Event
- Santa Claus Parade

Approved by Mayor Bob Young