

Agenda

REGULAR MEDICINE HAT CITY COUNCIL

Tuesday, February 18, 2020

6:30 PM

1. **MOTION TO CLOSE THE MEETING TO THE PUBLIC**

(1.1.) In-Camera Reports

Municipal Development Plan (FOIP s.21, 24,)
Public Services Division Business Items (FOIP s.24)
Tourism Item (FOIP s.24)
Board Recruitment (FOIP s.17)

2. **ADOPTION OF THE AGENDA**

3. **ADOPTION OF THE MINUTES**

(3.1.) Medicine Hat Regular Council Meeting - February 3, 2020

4. **PUBLIC HEARING(S)**

(4.1.) Bylaw #4608, a Bylaw of the City of Medicine Hat to amend Bylaw #4168, the Land Use Bylaw

Sponsor - Municipal Planning Commission

5. **REPORTS**

(5.1.) Public Services Committee Meeting - February 10, 2020

1. Special Cultural Events Assistance Grants - Arts and Heritage Advisory Board (AHAB)
2. Senior Citizens Advisory Committee - Elder Abuse Social Development Advisory Board (SDAB)
3. Residential Fire Sprinkler Incentive
4. Medicine Hat Nutrition Report Card
5. Parks Service Levels Adjustments - Update

(5.2.) Administrative Committee Meeting - February 12, 2020

1. Tender Recommendation - EU19-151 Supply One (1)
New 2019/2020 Landfill Compactor - Unit #648

6. REPORT(S) FOR RECEPTION

(6.1.) Municipal Planning Commission Meeting - January 22, 2020
and Annual Development Statistics 2019

7. NOTICE(S) OF MOTION

8. NEW BUSINESS AND/OR RISE AND REPORT ITEM(S)

9. ADJOURNMENT

10. NEXT CITY COUNCIL MEETING:

MINUTES OF THE REGULAR MEDICINE HAT
CITY COUNCIL MEETING
HELD ON MONDAY, FEBRUARY 3, 2020 AT 6:30 PM
IN CITY HALL COUNCIL CHAMBERS

PRESENT: Mayor T. Clugston, Chair
Cllr. R. Dumanowski
Cllr. J. Friesen
Cllr. D. Hirsch
Cllr. J. McIntosh
Cllr. K. Samraj
Cllr. P. Turnbull
Cllr. J. Turner
Cllr. B. Varga

ALSO PRESENT: B. Nicolay, Chief Administrative Officer
B. Mastel, Commissioner of Public Services
D. Egert, Commissioner of Corporate Services
B. Maynes, Commissioner of Energy & Utilities
S. Schwarzenberger, Commissioner of Development & Infrastructure
B. Schmitt, City Solicitor, A. Cruickshank, City Clerk
and S. Bell, Administrative Assistant

1. MOTION TO CLOSE THE MEETING TO THE PUBLIC

(1.1.) In-Camera Reports

Development & Infrastructure Division Business Items (FOIP s.24)
Energy & Utilities Division Business Item (FOIP s.24)
Public Services Division Business Items (FOIP s.24)
Corporate Services Division Items (FOIP s.24)
Board Recruitment (FOIP s,17)

Councillor J. McIntosh - Councillor J. Friesen moved that City Council close the meeting to the public at 2:30 p.m. to discuss items pursuant to the Freedom of Information and Protection of Privacy Act and reconvene for the Open Meeting at 6:30 p.m. in Council Chambers.

For: 9; Against: 0; Absent: 0
Voting Against: (None)

Carried

POINT OF PRIVILEGE

Government Finance Officers Association Awards

Mayor Clugston presented the Distinguished Budget Presentation Award for the 2019-2022 budget cycle to Dennis Eggert, Commissioner of Corporate Services. This is the first time the City has applied for and received this award. Mayor Clugston then presented the award for Popular Annual Financial Report to Colleen Graham, Manager of Corporate Communications and the award for Financial Reporting to Commissioner Egert who also accepted on behalf of Lola Barta, Manager of Accounting. Mayor Clugston offered congratulations and thanked city staff for producing outstanding reports.

2. ADOPTION OF THE AGENDA

Hearing no objection, the Mayor declared the agenda of the February 3, 2020 Regular City Council Meeting adopted as presented.

3. ADOPTION OF THE MINUTES

(3.1.) Medicine Hat Regular Council Meeting - January 20, 2020

Hearing no objection, the Mayor declared the minutes of the January 20, 2020 Regular City Council Meeting adopted as presented.

4. REPORTS

(4.1.) Administrative Committee Meeting - January 22, 2020

1. Tender Recommendation - EU19-150 Thompson Lift Station Replacement

The recommendations in the report were received for information on the motion of Councillor J. Friesen - Councillor R. Dumanowski

For: 9; Against: 0; Absent: 0

Voting Against: (None)

Carried

(4.2.) Development & Infrastructure Committee Meeting - January 22, 2020

1. Lease of Space - Nav Canada

The recommendations in the report were received for adoption on the motion of Councillor R. Dumanowski - Councillor J. Turner

For: 9; Against: 0; Absent: 0

Voting Against: (None)

Carried

(4.3.) Energy & Utilities Committee Meeting - January 23, 2020

1. Motion to Close the Meeting to the Public

The recommendations in the report were received for information on the motion of Councillor J. Turner - Councillor J. McIntosh

For: 9; Against: 0; Absent: 0
Voting Against: (None)

Carried

(4.4.) Public Services Committee Meeting - January 27, 2020

1. Motion to Close the Meeting to the Public

The recommendations in the report were received for information on the motion of Councillor J. Turner - Councillor J. Friesen

For: 9; Against: 0; Absent: 0
Voting Against: (None)

Carried

(4.5.) Corporate Services Committee Meeting - January 28, 2020

1. Council Resolution for 2020 ACP-ICP Grant Application
2. Government Finance Officers Association Awards

The recommendations in the report were received for adoption and/or information on the motion of Councillor R. Dumanowski - Councillor D. Hirsch

For: 9; Against: 0; Absent: 0
Voting Against: (None)

Carried

5. **REPORT(S) FOR RECEPTION**

(5.1.) **Municipal Planning Commission Meeting - January 8, 2020**

- Received for information on the motion of Councillor B. Varga - Councillor D. Hirsch

For: 9; Against: 0; Absent: 0
Voting Against: (None)

Carried

(5.2.) Heritage Resources Committee - January 14, 2020

- Received for information on the motion of Councillor J. McIntosh - Councillor D. Hirsch

For: 9; Against: 0; Absent: 0
Voting Against: (None)

Carried

(5.3.) Police Commission Meeting - January 16, 2020

- Received for information on the motion of Councillor J. Friesen - Councillor R. Dumanowski

For: 9; Against: 0; Absent: 0
Voting Against: (None)

Carried

6. NEW BYLAWS

(6.1.) Bylaw #4605, a Bylaw of the City of Medicine Hat to rescind Bylaw #3938 the Tri-Area Intermunicipal Development Plan and adopt Bylaw #4605, the Tri-Area Intermunicipal Development Plan

Sponsor - Municipal Planning Commission

Councillor B. Varga, seconded by Councillor D. Hirsch, moved for leave to introduce Bylaw #4605 and that it be read a first time.

For: 9; Against: 0; Absent: 0
Voting Against: (None)

Carried

7. NOTICE(S) OF MOTION

There were no Notices of Motion received.

8. NEW BUSINESS AND/OR RISE AND REPORT ITEM(S)

(8.1.) Appointment of Members to the Vicious Dog Appeal Committee

Councillor J. Friesen, seconded by Councillor R. Dumanowski, moved: that the following persons be appointed as an appeal committee with respect to vicious dog designations under the Responsible Animal Ownership Bylaw, for the balance of this Council term:

Councillor K. Samraj, Councillor B. Varga and Angela Cruickshank, City Clerk.

Medicine City Council - Monday, February 03, 2020

For: 9; Against: 0; Absent: 0

Voting Against: (None)

Carried

9. **ADJOURNMENT**

The meeting adjourned at 7:15 p.m.

10. **NEXT CITY COUNCIL MEETING: FEBRUARY 18, 2020**

Adopted by City Council on February 18, 2020

MAYOR TED CLUGSTON, CHAIR

ANGELA CRUICKSHANK, CITY CLERK

BACKGROUND INFORMATION REPORT

BYLAW #4608

A BYLAW OF THE CITY OF MEDICINE HAT TO AMEND BYLAW #4168, THE LAND USE BYLAW.

First Reading of Bylaw #4608 was given on January 20, 2020. Legal advertising was done on January 25, 2020 and February 1, 2020. No submissions were received.

ATTACHMENTS

1. Bylaw #4608 with attachment A.
2. Excerpt of Minutes of the Municipal Planning Commission – January 8, 2020.
3. Briefing Note, Municipal Planning Commission – January 8, 2020

BYLAW NO. 4608

A BYLAW OF THE CITY OF MEDICINE HAT to amend Bylaw No. 4168, the City of Medicine Hat Land Use Bylaw.

AND WHEREAS the land shown on the Location Map in Appendix “A” to this Bylaw and legally described as a portion of SE ¼ SEC. 15 TWP. 12 RGE. 6 W4M (hereinafter referred to as the “subject lands”) is presently designated as Low Density Residential (R-LD) and Open Space (OS);

AND WHEREAS an application has been made to re-designate the subject lands as Low Density Residential (R-LD) and Open Space (OS) in the City of Medicine Hat Land Use Bylaw;

AND WHEREAS the requirements of the *Municipal Government Act* RSA 2000, Chapter M-26 with regard to the advertising of this Bylaw have been complied with;

AND WHEREAS copies of this Bylaw and related documents were made available for inspection by the public at the office of the City Clerk as required by the *Municipal Government Act* RSA 2000, Chapter M-26;

AND WHEREAS in accordance with the City’s policies and procedures respecting Area Redevelopment Plans, copies of this Bylaw and related documents were forwarded to the Municipal Planning Commission and to the General Manager of Planning & Development Services, for review and comment;

AND WHEREAS a public hearing with respect to this Bylaw was held in the Council Chambers at City Hall on February 18, 2020 at 6:30 p.m.;

NOW THEREFORE THE MUNICIPAL CORPORATION OF THE CITY OF MEDICINE HAT, IN COUNCIL ASSEMBLED, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as Land Use Amending Bylaw 4608.
2. Bylaw No. 4168, being the City of Medicine Hat Land Use Bylaw, is hereby amended by re-designating the subject lands as Low Density Residential (R-LD), and Open Space (OS), or no designation, as shown in Appendix “A”.
3. This Bylaw comes into force on the date it is passed.

READ A FIRST TIME in open Council on January 20, 2020.

READ A SECOND TIME in open Council on _____.

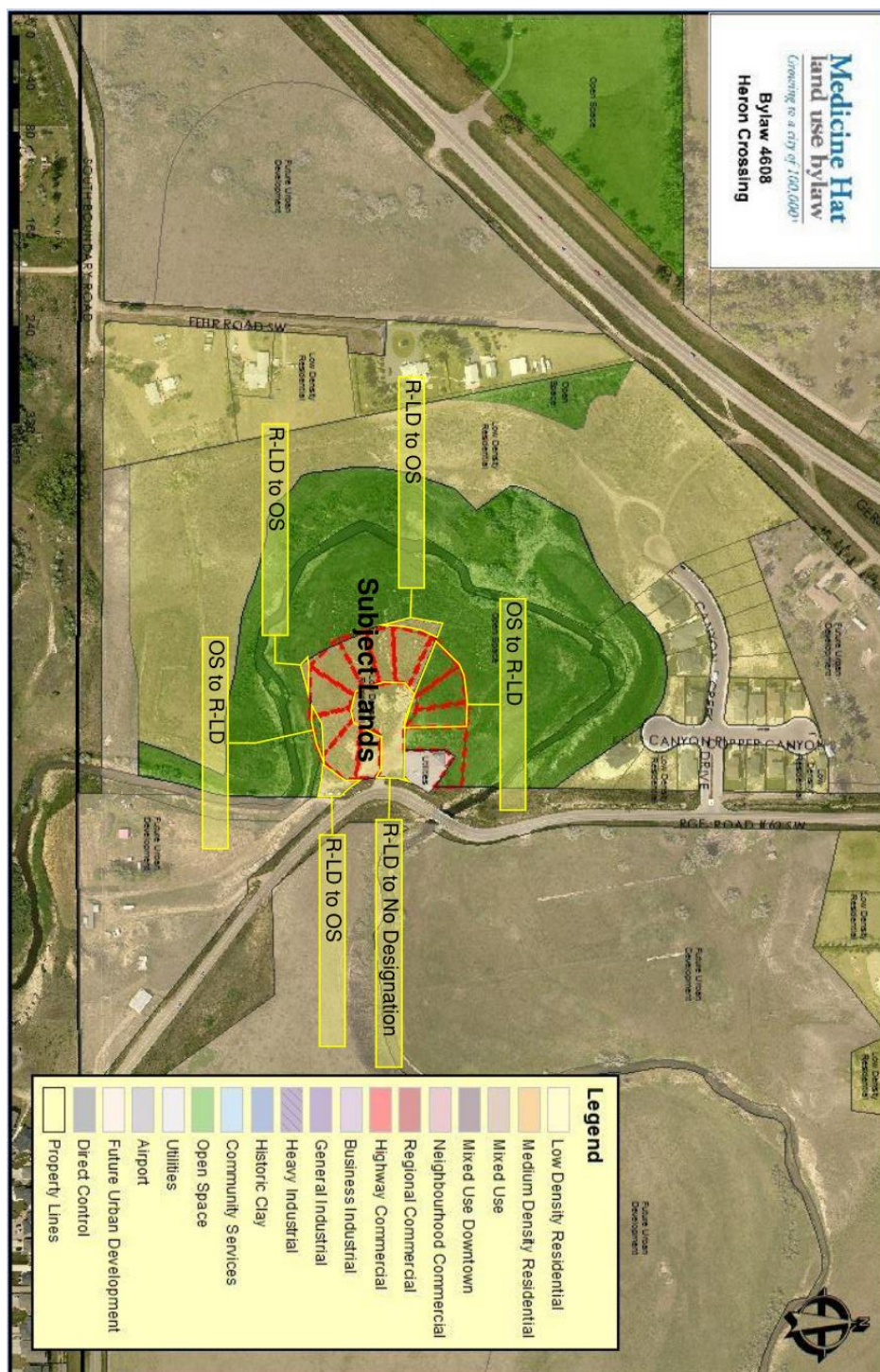
READ A THIRD TIME in open Council on _____.

SIGNED AND PASSED on _____.

MAYOR: Keith E. (Ted) Clugston

CITY CLERK: Angela Cruickshank

Bylaw No. 4608



MUNICIPAL ADDRESS: NOT APPLICABLE

LEGAL DESCRIPTION: Portion of SE ¼ SEC. 15 TWP. 12 RGE. 6 W4M

PROPOSED REDESIGNATION: From Low Density Residential (R-LD) and Open Space (OS) to Low Density Residential (R-LD) and Open Space (OS)

EXCERPT FROM MINUTES OF THE MUNICIPAL PLANNING COMMISSION
MEETING HELD ON WEDNESDAY, JANUARY 8, 2019
AT 2:30 P.M. IN COUNCIL CHAMBERS

MEMBERS PRESENT: Chair, Councillor B. Varga
Vice-Chair, Councillor D. Hirsch
F. Devine
K. Murdock
L. Thompson
G. Johnson

MEMBERS ABSENT: P. Vanderham

STAFF PRESENT: M. Baruwa, Senior Development Officer – P&DS
R. Buchner, Municipal Engineer – P&DS
K. Friesen, Administrative Support – P&DS
B. Irwin, Planning Officer – P&DS
K. Snyder, General Manager – P&DS

6. LAND USE BYLAW AMENDMENT(S)

- 6.1 BYLAW NO. 4608 – TO REZONE LOW DENSITY RESIDENTIAL (R-LD) AND OPEN SPACE (OS) LOTS TO CORRECTLY FOLLOW THE BOUNDARIES OF THE CANYON CREEK ESTATES PHASE 2 (HERON CROSSING) SUBDIVISION.

Moved by L. Thompson, seconded by G. Johnson

IT IS RECOMMENDED THROUGH THE MUNICIPAL PLANNING COMMISSION THAT CITY COUNCIL APPROVE BYLAW NO. 4608 - TO REZONE LOW DENSITY RESIDENTIAL (R-LD) AND OPEN SPACE (OS) LOTS TO CORRECTLY FOLLOW THE BOUNDARIES OF THE CANYON CREEK ESTATES PHASE 2 (HERON CROSSING) SUBDIVISION.

CARRIED

BYLAW NO. 4608 - LAND USE BYLAW AMENDMENT

JANUARY 8, 2020

ISSUE:

Staff initiated amendment to Land Use Bylaw (LUB) No. 4168 to rezone Low Density Residential (R-LD) and Open Space (OS) lots to correctly follow the boundaries of the Canyon Creek Estates Phase 2 (Heron Crossing) subdivision.

RECOMMENDATION:

It is recommended through the Municipal Planning Commission that City Council approve: Bylaw No. 4608 to rezone the subject lands to R-LD and OS respectively.

COUNCIL STRATEGIC PRIORITY:Economic Vitality

The proposed rezoning will help achieve City Council's Strategic Priority by allowing new single detached houses to be constructed to accommodate the future growth of the community.

KEY RISKS:**Health, Safety and Environmental Impact:**

All health, safety and environmental considerations will be assessed as part of any future Development Permit (DP) applications.

Financial Impact:

Funding Request:	No	
Budgeted Item:	No	
Funding Explanation:	N/A	
Budget Amendment Form?	No	

Legal / Policy Impact:

The rezoning is generally in compliance with the Municipal Development Plan (MDP) and the Canyon Creek Area Structure Plan (ASP).

Public Implications:

N/A

BACKGROUND:

The subject property consists of 3.97 hectares (9.81 acres) of land, and is located within the Canyon Creek ASP. The approved subdivision consists of 11 residential lots, 2 public utility lots and 1 environmental reserve. The site is currently designated as R-LD and OS, and is bordered by South Boundary Road, Future Urban Development lands to the east, R-LD and OS lands to the south and west, and Canyon Creek Phase 1 R-LD to the north.

The intent of the rezoning application is to allow for the development of residential dwellings on the subject property. The incorrect zoning was put in place when the Canyon Creek ASP was approved in the early 2000's and the subdivision design has changed over the intervening 13 years. The original Canyon Creek ASP was adopted by City Council as Bylaw No. 3734 in 2006, and the current R-LD and OS zoning does not follow the boundaries of subdivision 2017MH021 for Heron Crossing which was registered in 2018.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

Do not rezone the land and refuse residential developments on OS lots. This option is not recommended as, it does not follow the approved subdivision plan or the intent of the Canyon Creek ASP.

IMPLEMENTATION PLAN:

Subject to City Council approval, the rezoning of the subject lands will allow the approval of DPs for houses on the new lots created by the Heron Crossing subdivision.

PREPARED BY & DATE:	Brad Irwin, Planning Officer – Planning & Development Services	December 17, 2019
REVIEWED BY & DATE:	Erin Onoferychuk, Superintendent of Planning Implementation – Planning & Development Services Randi Buchner, Acting Manager of Development Services – Planning & Development Services	
APPROVED BY & DATE:	Kent Snyder, General Manager – Planning & Development Services	
ATTACHMENTS:	None	

Public Services Committee

MEETING MINUTES

Monday, February 10, 2020

City Hall – Boardroom 2-1

12:15 PM

PRESENT: Councillor J. Turner, Vice-Chair
Councillor K. Samraj

ALSO PRESENT: R. Nicolay, Chief Administrative Officer
B. Mastel, Commissioner of Public Services
B. Schmitt, City Solicitor
L. Prestayko, General Manager of Community Development
J. Will, General Manager of Parks and Recreation
B. Stauth, Fire Chief
S. Richter, Manager of Parks
A. Nelson, Manager of Community Connections and Support
A. Wiebe, Communications Officer
L. Perry, Executive Assistant

NOT PRESENT: Councillor J. Friesen, Chair

DELEGATIONS: Arts and Heritage Advisory Board *(Item 1)*

- M. Povey, Chair
- W. Bell, Vice Chair

Social Development Advisory Board *(Item 2)*

- Y. Mohammed, Chair

Senior Citizens Advisory Committee *(Item 2)*

- L. Noble, Chair

Community Health Services *(Item 4)*

- P. MacIntosh, Registered Dietitian

1. **SPECIAL CULTURAL EVENTS ASSISTANCE GRANTS – ARTS AND HERITAGE ADVISORY BOARD (AHAB)**

APPENDIX A

Committee welcomed Martin Povey of AHAB, who outlined the City conducts two intakes for applications per year. The AHAB Committee has completed their review of the ten submissions against the Policy criteria. Of the ten applications submitted, one was not in compliance and seven of the applications are being recommended for funding.

Mr. Povey highlighted that AHAB was excited to review all projects, several of which are new and innovative.

Committee extended their appreciation to Mr. Povey for the information provided.

Following discussion, the Public Services Committee recommends **THAT CITY COUNCIL APPROVES THE RECOMMENDATION TO AWARD THE SPECIAL CULTURAL EVENTS ASSISTANCE GRANTS AS DETAILED IN APPENDIX A FOR A TOTAL OF \$7,000.**

ADOPTION

2. **SENIOR CITIZENS ADVISORY COMMITTEE – ELDER ABUSE SOCIAL DEVELOPMENT ADVISORY BOARD (SDAB)**

APPENDIX B

Committee welcomed Yusuf Mohammed, Chair of the SDAB and Lavern Noble, Chair of the Senior Citizens Advisory Committee (SCAC). Mr. Mohammed emphasized the importance of this matter in Medicine Hat. Ms. Noble suggested a caseworker in Medicine Hat would greatly assist victims of elder abuse. She further noted that both Lethbridge and Red Deer have a provincially funded position of this kind, and Medicine Hat should receive the same provincial support.

Committee extended their appreciation to Mr. Mohammed and Ms. Noble for the information provided.

The Public Services Committee recommends **THAT CITY COUNCIL:**

- **ACKNOWLEDGE ELDER ABUSE EXISTS IN THE COMMUNITY AND HAS A NEGATIVE IMPACT ON THE OVERALL WELLBEING OF LOCAL SENIORS.**
- **ADVOCATE FOR APPROPRIATE PROVINCIAL SUPPORTS AND RESOURCES TO BE PUT IN PLACE TO PROVIDE A COMPREHENSIVE APPROACH AND RESPONSE TO ELDER ABUSE, INCLUDING EDUCATION AND AWARENESS, PREVENTION AND INTERVENTION. THE SUPPORTS AND RESOURCES SHOULD BE EQUITABLE AND ACCESSIBLE TO ALL ALBERTANS. ADVOCACY COULD INCLUDE:**
 - **WRITING LETTERS TO THE MINISTRY OF JUSTICE AND SOLICITOR GENERAL AND THE MINISTRY OF SENIORS AND HOUSING;**
 - **MEETING WITH LOCAL MLAS;**
 - **WORKING WITH OTHER MUNICIPALITIES TO ADVOCATE FOR FUNDING AND RESOURCES TO ADDRESS ELDER ABUSE.**
- **UTILIZE THE SCAC AS CITY COUNCIL DEEMS APPROPRIATE TO SUPPORT EFFORTS TO ADVOCATE FOR PROVINCIAL RESOURCES.**

ADOPTION

3. **RESIDENTIAL FIRE SPRINKLER INCENTIVE**

APPENDIX C

Commissioner Mastel explained although the Coulee Ridge area was not anticipated to be developed for a number of years a private developer has taken steps to initiate a residential development in the community. Accordingly, City management is actively working on preparing to provide municipal services to the area. Committee heard that Fire Service response time to the entrance of the new Coulee Ridge subdivision is estimated to be eight minutes and thirty seconds. This is outside the City's established service guideline for suppression response which aligns with the National Fire Protection Agency recommendations.

Providing fire suppression response to the Coulee Ridge subdivision by traditional methods would require the construction of a fire station at a cost of approximately \$9,000,000 and annual operating costs of \$3,000,000. Given these costs are substantial, management sought alternatives for adequate fire protection to the future residents of Coulee Ridge. The most cost effective measure identified was installation of sprinkler systems in each of the residences.

The Coulee Ridge subdivision approval requires installation of fire suppression sprinklers meeting National Fire Protection Association (NFPA) Standard 13D for all residential structures.

The installation of NFPA 13D residential sprinkler systems are 1%-1.5% of construction costs when installed during the construction phase. Recognizing that the requirement to install residential sprinklers places an imposition on the builder and the owner whereas the costs of building and staffing another fire station would be borne by the full community, management believes a cost sharing arrangement reflects and balances City Council's priorities for economic development, community safety, and financial sustainability.

Following discussion, the Public Services Committee recommends **THAT CITY COUNCIL APPROVES:**

- **A FINANCIAL CONTRIBUTION OF \$2,500 PER RESIDENCE IN THE COULEE RIDGE SUBDIVISION FOR THE SOLE PURPOSE OF INSTALLATION OF RESIDENTIAL FIRE SPRINKLERS MEETING NFPA STANDARD 13D.**
- **THE CREATION OF A 2020 'RESIDENTIAL FIRE SPRINKLER INCENTIVE' MAJOR OPERATING EXPENSE (MOE) PROJECT; FOR A TOTAL OF \$100,000 FROM COUNCIL CONTINGENCY FOR THE PURPOSE OF COVERING THE FIRST PHASE OF THE COSTS OF INSTALLING RESIDENTIAL FIRE SPRINKLERS.**
- **AUTHORIZATION OF THE CHIEF ADMINISTRATIVE OFFICER (CAO) TO ADMINISTER THE PROGRAM WITHIN THE GUIDELINES SET OUT IN THIS BRIEFING NOTE.**

ADOPTION

4. MEDICINE HAT NUTRITION REPORT CARD

APPENDIX D

Committee welcomed Pat MacIntosh of Community Health Services who discussed the Medicine Hat Mini Nutrition Report Card. The Report Card is a local initiative that was conducted in 2018/2019 to be in alignment with the Benchmarking Food Environments project, based out of University of Alberta. Ms. MacIntosh explained the goal of this work is to engage local communities in monitoring their own food environments.

Ms. MacIntosh provided a presentation to Committee (Appendix D).

Committee heard the City of Medicine Hat Parks and Recreation Department will be trialing healthier options in a couple recreational facilities through 2020 and conducting internal audits. Where successful and appropriate, healthy options will be expanded to other facilities.

It was discussed that the City has a mix of City-run and contracted businesses, and these are some of the factors that would need to be considered in possible policy setting.

Committee extended their appreciation to Ms. MacIntosh for the information provided.

INFORMATION

5. PARKS SERVICE LEVEL ADJUSTMENTS - UPDATE

APPENDIX E

A presentation was provided to Committee on the results from of 2019 Parks maintenance service levels adjustments and a look ahead as management continues this work in 2020 (see Appendix E).

INFORMATION

MOTION TO CLOSE MEETING TO THE PUBLIC

Councillor Samraj, seconded by Councilor Turner, made a motion to close the meeting to the public to discuss the following pursuant to the Freedom of Information and Protection of Privacy Act:

- Public Services Division Business Items (FOIP s. 24)

CARRIED

MOTION TO OPEN THE MEETING TO THE PUBLIC

Councillor Samraj, seconded by Councillor Turner, made a motion to open the meeting to the public.

CARRIED

ADJOURNMENT

The meeting adjourned at 2:07 PM.

RECEIVED BY CITY COUNCIL

February 18, 2020

Angela Cruickshank, City Clerk

**SPECIAL CULTURAL EVENTS ASSISTANCE GRANTS
ARTS AND HERITAGE ADVISORY BOARD – JANUARY 2020**

EXCERPT FROM THE ARTS AND HERITAGE ADVISORY BOARD MEETING HELD ON MONDAY, JANUARY 27, 2020, TO BE FORWARDED TO THE PUBLIC SERVICES COMMITTEE FOR ADOPTION:

Special Cultural Events Assistance Grants – January 2020

A total of \$13,500 is allocated from the Community Development Operating Budget for the Special Cultural Events Assistance Grants. The Arts and Heritage Advisory Board (AHAB) is mandated to review applications within Policy criteria (Policy No. 0123) and recommend funding. AHAB advertises and takes applications for funding on January 15th and May 15th of each year.

At the regular meeting of January 27, 2020, AHAB reviewed the Special Cultural Events Assistance Grants applications against the current Policy criteria, and discussed the applications in a closed forum. Ten applications were submitted. Three applications did not meet criteria and seven applications were recommended for funding.

After discussion, the Arts and Heritage Advisory Board recommends to the Public Services Committee **that the Special Cultural Events Assistance Grants for January 2020 be allocated as follows, based on 50% being provided up-front and the balance after receiving a financial statement indicating a deficit:**

Organization/Representative	Project	Applicant Request	Recommended Funding
Canadian Parents for French Medicine Hat Chapter, Karen Saffran	Cabane a Sucre	\$1,000	\$1,000
Medicine Hat Public Library Stephanie Kuhn	Library Comic Con	\$1,500	\$1,000
Pulp Digital Media Collective James Kuehn	Pulp Digital Festival	\$1,000	\$1,000
Richard Grafton/The Paperback Stage, Richard Grafton	A Christmas Carol: On the Air in Radio Theatre	\$1,000	\$1,000
Saamis Immigration Services Association, Marijana Agicic	SHINE 2020	\$1,000	\$1,000
Society of Grasslands Naturalists Justine Bolen	Easter Program	\$1,000	\$1,000
Southern Alberta Pop Up Parks Association, Dina Jubrak	Street Art Display & Workshop	\$1,000	\$1,000
	Totals	\$7,500	\$7,000

ARTS AND HERITAGE ADVISORY BOARD								
SPECIAL CULTURAL EVENTS ASSISTANCE GRANTS								
JANUARY 2020 7501.35510015								
Approval Date	Recipients / Organization	Awarded	1 st Installment	Date Issued	Final Installment	Date Issued	Out- Standing	BALANCE
Opening Balance								\$13,500
	Canadian Parents for French Medicine Hat Chapter, Karen Saffran for Cabane a Sucre	\$1,000						
	Medicine Hat Public Library, Stephanie Kuhn for Library Comic Con	\$1,000						
	Pulp Digital Media Collective, James Kuehn for Pulp Digital Festival	\$1,000						
	Richard Grafton/The Paperback Stage, Richard Grafton for A Christmas Carol: On the Air in Radio Theatre	\$1,000						
	Saamis Immigration Services Association, Marijana Agicic for SHINE 2020	\$1,000						
	Society of Grasslands Naturalists, Justine Bolen for Easter Program	\$1,000						
	Southern Alberta Pop Up Parks Association, Dina Jubrak for Street Art Display & Workshop	\$1,000						
Total January 2020		\$7,000						
Closing Balance								\$6,500

**SOCIAL DEVELOPMENT ADVISORY BOARD
SENIOR CITIZENS ADVISORY COMMITTEE – ELDER ABUSE**

EXCERPT FROM THE SOCIAL DEVELOPMENT ADVISORY BOARD MEETING MINUTES OF WEDNESDAY, JANUARY 15, 2020, FOR ADOPTION BY THE PUBLIC SERVICES COMMITTEE:

Motion: Mary Tulip/Danika Mitchell

Carried

That the Social Development Advisory Board forward the Senior Citizens Advisory Committee (SCAC) request that City Council:

- Acknowledge elder abuse exists in the community and has a negative impact on the overall wellbeing of local seniors.
- Advocate for appropriate provincial supports and resources to be put in place to provide a comprehensive approach and response to elder abuse, including education and awareness, prevention and intervention. The supports and resources should be equitable and accessible to all Albertans. Advocacy could include:
 - writing letters to the Ministry of Justice and Solicitor General and the Ministry of Seniors and Housing;
 - meeting with local MLAs;
 - working with other municipalities to advocate for funding and resources to address elder abuse.
- Utilize SCAC as City Council deems appropriate to support efforts to advocate for provincial resources.

BACKGROUND:

Elder abuse is defined as any action or inaction by a person(s) in a trusting relationship that jeopardizes the health or wellbeing of an older adult and causing harm or distress. Elder abuse can take several forms, including financial, psychological or emotional, sexual, spiritual and/or neglect.

- The prevalence of reported elder abuse in the national population aged 55 years old is 8.2% (National Prevalence Study on Mistreatment of Older Canadians, 2015). Application of this number to Medicine Hat's 55+ population would suggest 1,640 (2016 Census data) city seniors have experienced or are experiencing elder abuse in the past 12 months.
- Local agencies and organizations, including the City's Community Resource Workers and the Medicine Hat Police Service, report receiving an increased number of calls related to elder abuse. (No communitywide statistics are available.)
- Canada's population is aging. As our city's seniors population grows, the number of incidents of elder abuse is expected to increase.

Adequate provincial resources are not available in Medicine Hat to support older adults and their families to prevent and cope with instances of elder abuse. Specifically, our community does not have a caseworker dedicated to responding to elder abuse.

- The Alberta Ministry of Justice and Solicitor General has placed a moratorium on grant applications to the Victims of Crime Fund. No new applications have been accepted since April 1, 2019. Looking forward, the 2019 provincial budget notes a decrease in the Victims of Crime Fund from \$43 million in 2019-2020 to \$28 million in 2022-2023.
- While the Victims of Crime Fund is being reviewed, communities currently receiving funding will continue to receive funding. Those not already receiving funding, including Medicine Hat, do not have an opportunity to compete for a share of the funding. This funding has been used to hire caseworkers in other communities, such as Lethbridge.
- Aging Well in Community Grant Funding from the Ministry of Seniors and Housing ends March 31, 2020 and is not available for renewal. This funding has been used locally to support a coordinated community response and an Elder Abuse Prevention Coalition Coordinator position.

BRIEFING NOTE**DECISION****RESIDENTIAL FIRE SPRINKLER INCENTIVE****FEBRUARY 5, 2020****ISSUE:**

The Coulee Ridge subdivision is outside the City's established service standard for suppression response. Therefore, in consultation with the developer the Coulee Ridge subdivision approval contains a condition requiring installation of fire suppression sprinklers meeting National Fire Protection Association (NFPA) Standard 13D for all residential structures.

RECOMMENDATION:

It is recommended through the Administrative Committee and the Public Services Committee that City Council approves:

- An incentive of \$2,500 per residence in the Coulee Ridge subdivision for the sole purpose of installation of residential fire sprinklers meeting NFPA Standard 13D.
- The creation of a 2020 'Residential Fire Sprinkler Incentive' Major Operating Expense (MOE) project; for a total of \$100,000 from Council Contingency for the purpose of covering the first phase of the costs of installing residential fire sprinklers.
- Authorize the Chief Administrative Officer (CAO) to administer the program within the guidelines set out in this briefing note.

COUNCIL STRATEGIC PRIORITY:**Fiscal Responsibility**

Providing fire protection to the Coulee Ridge subdivision by traditional methods would require the construction of a fire station at a cost of approximately \$9,000,000. Operating costs for a fire station are approximately \$3,000,000 annually. Providing a flat incentive of \$2,500 will cost approximately \$100,000 for the first phase of the subdivision (40 units) and would cost approximately \$550,000 spread over five to ten years for all 220 units in the subdivision.

Community Safety and Vibrancy

Response modeling predicts a response time of 8 minutes and 30 seconds to the entrance of the Coulee Ridge subdivision, well outside the approved first engine response time target of 6 minutes and 20 seconds. Installation of residential sprinklers was added as a condition of subdivision approval as sprinklers have been proven to substantially reduce the risk to life and property.

KEY RISKS:**Health, Safety and Environmental Impact:**

National estimates of reported fires derived from the U.S. Fire Administration's National Fire Incident Reporting System (NFIRS) and NFPA's annual fire department experience survey show that in 2010-2014 sprinklers were present in 10% of reported U.S. fires. The death rate per 1,000 reported fires was 87% lower in properties with sprinklers than in properties with no automatic extinguishing systems (AES). The civilian injury rate was 27% lower and the firefighter fire ground injury rate per 1,000 fires was 67% lower in properties containing sprinklers, than in fires in properties without AES.

Financial Impact:

Funding Request:	Yes	\$100,000.00
Budgeted Item:	No	Funding Source: Council Operating Contingency
Funding Explanation:	The funding source for the incentive would be from Council Contingency	
Budget Amendment Form?	Yes	

Providing a flat incentive of \$2,500 will cost approximately \$100,000 for the first phase of the subdivision (40 units) and would cost approximately \$550,000 spread over five to ten years for all 220 units in the subdivision. The remaining commitment will be considered in future budget years, as each phase commences development.

Completion of the South West Connector will improve response times to the Coulee Ridge subdivision from Station 3. When this occurs, a new subdivision approval could be issued with the residential sprinkler requirement removed.

Legal / Policy Impact:

In January of 2013, City Council adopted a Fire Service response time guideline for the first arriving engine company of 4 minutes and 30 seconds travel time, or 6 minutes and 20 seconds total response time 90% of the time and outside the response area as soon as reasonably possible.

At the same time, City Council adopted a Fire Service response time guideline for a full alarm assignment of 10 minutes and 30 seconds travel time, or 12 minutes and 20 seconds total response time 90% of the time and outside the response area as soon as reasonably possible.

Response modeling to Coulee Ridge estimates the first arriving engine response will be 8 minutes and 30 seconds to the beginning of the subdivision, and a full alarm assignment response will be 12 minutes and 50 seconds to the beginning of the subdivision.

Residential fire sprinklers are an appropriate fire protection measure when response times are extended, as they are to this subdivision.

Public Implications:

City of Medicine Hat residents expect a timely response by an appropriate number of well trained, well equipped fire fighters.

Currently, 95% of City residents are within Fire Services ability to respond in 6 minutes and 20 seconds 90% of the time. The remaining 5% are seconds outside of the response area. Coulee Ridge residents will be at least 2 minutes and 10 seconds beyond that response time guideline.

Fire grows exponentially over time and can expand to 16 times its original size in 3 minutes.

Risk to life and property is significantly reduced through the installation of residential sprinklers.

Positive and collaborative dialogue with the developer led to a viable approach to maintain public safety in a cost effective manner.

BACKGROUND:

The City relocated two fire stations to improve fire response coverage in the City. The City's fire stations are located to provide response to the City's most common fire problem, that being residential fires. The next fire station consideration was expected to be in NW Crescent Heights as the Brier Run and other NW developments occurred. In this scenario, there would be one fire station in each quadrant of the City and two on each side of the river. There was no consideration to building another fire station in the SW quadrant of the City.

The Cimarron development was intended to start on the East side near Southridge Drive and expand West over time. Areas in the first phases of Cimarron were projected to be within the 6 minute and 20 second response area. Subsequent phases of development would be outside of the response area as outlined in the Fire Response Coverage Optimization Report, but the timing of these developments is unknown. Coulee Ridge is a leapfrog development, with the furthest lands being developed first.

The installation of residential sprinklers in all residential structures in the Coulee Ridge development would provide a fire control option without the expense of constructing and staffing an additional fire station. Construction costs for a fire station are approximately \$9,000,000.00 and operational costs are approximately \$3,000,000.00 annually. The installation of NFPA 13D residential sprinkler systems are 1%-1.5% of construction costs when installed during the construction phase.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

- Build and staff a fire station to respond to the development within 6 minutes and 20 seconds. This would require approximately \$9,000,000.00 for construction and \$3,000,000.00 annually for operating costs.
- Do not provide an incentive for sprinkler installation. This would cause the contractor/homeowner to bear the entire cost of residential sprinkler installation and does not recognize the use of residential sprinklers as an opportunity to supplement fire safety measures in the community.

IMPLEMENTATION PLAN:

An application package, including detailed terms and conditions will be prepared and will accompany the building permit. Applications will be processed after building inspections are completed and occupancy is granted.

PREPARED BY & DATE:	Brian Stauth Fire Chief	February 3, 2020
REVIEWED BY & DATE:	Cindy Carnelli Acting General Manager, Finance	
APPROVED BY & DATE:	Brian Mastel Commissioner of Public Services	
ATTACHMENTS:	Attachment #1 – Budget Amendment	

MUNICIPAL SERVICES
Major Operating Expense and Operating Budget Amendment

ATTACHMENT #1

Amendment Description: Residential Fire Sprinkler Incentive

For Use by Finance Only
Reviewed By:
Kristen Young
Review Date:
Oct 10 2019

Amended Capital Budget	2020	2021	N/A
Original Budget Amount:			
Amended Increase (Decrease): Residential Fire Sprinkler Incentive	100,000	-	
Total Budget	\$100,000	\$0	\$0
Capital Financing Source(s) for Amendment Amount			
Original Source & Amount			
Amended Source & Amount Increase (Decrease): Council Operating Contingency	100,000	0	
New Financing Arrangement			
Term:			
Interest Rate:			


 COMMISSIONER OF
 CORPORATE SERVICES
 DATE: Feb 6 / 20

Amended Operating Budget	2021	2022	N/A	Annual Impact When Project is Fully Operational
Expenses:				
Salaries & Benefits				
Other Costs				
Interest				
Amortization				
Total Expenses	0	0	0	0
Manpower Impact:				
PEP				
FTE				
Funding:				
Total Funding	0	0	0	0
Net Operating Change	0	0	0	0
Cash Flow:				
Less Amortization			0	
Principal Repayment				
Net Cash Requirement	\$0	\$0	\$0	\$0

Medicine Hat

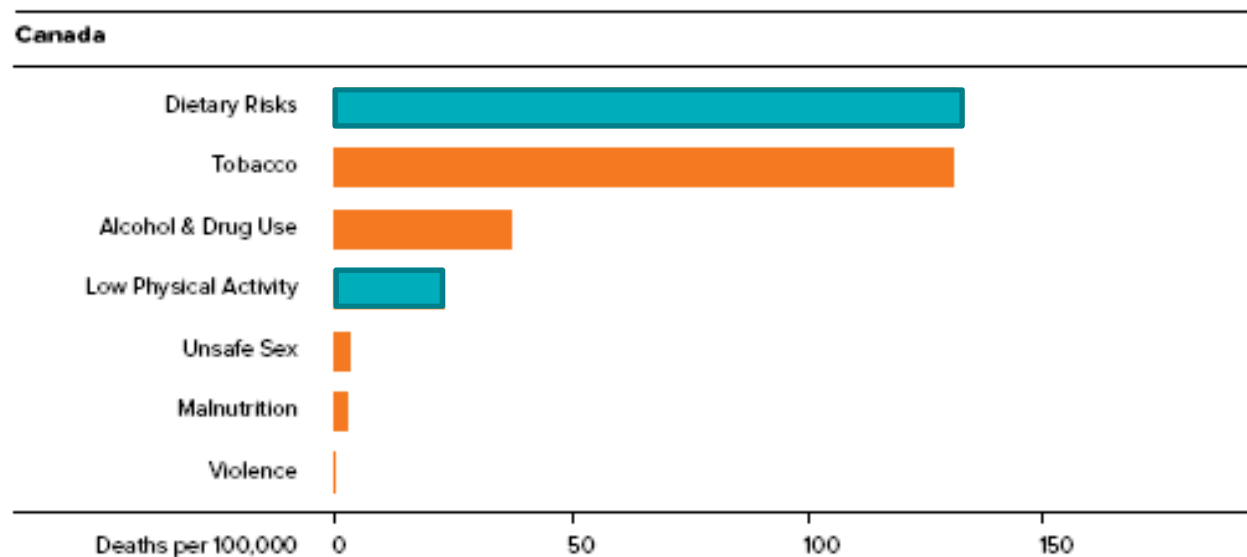
Nutrition Report Card

Background

- 26% of Alberta's youth are obese or overweight
- Obesity is associated with chronic diseases
- Current policy may act as a barrier/facilitator toward healthy eating

What's the Issue?

- Poor diet has surpassed tobacco as the leading behavioral risk factor of mortality in Canada. Figure 1b



Adapted from the Institute of Health Metrics and Evaluation GBD Compare website <https://vizhub.healthdata.org/gbd-compare/>

http://labbelab.utoronto.ca/wp-content/uploads/2017/12/FoodEPI_AB_Report_WEB-FINAL.pdf

Healthy Eating

- Healthy eating prevents chronic disease
 - Eating habits in youth follow to adulthood
 - More than an individual choice
 - Influenced by our environments
 - Availability of healthy foods
 - Policies/actions influence eating environments
-

What is the Nutrition Report Card?

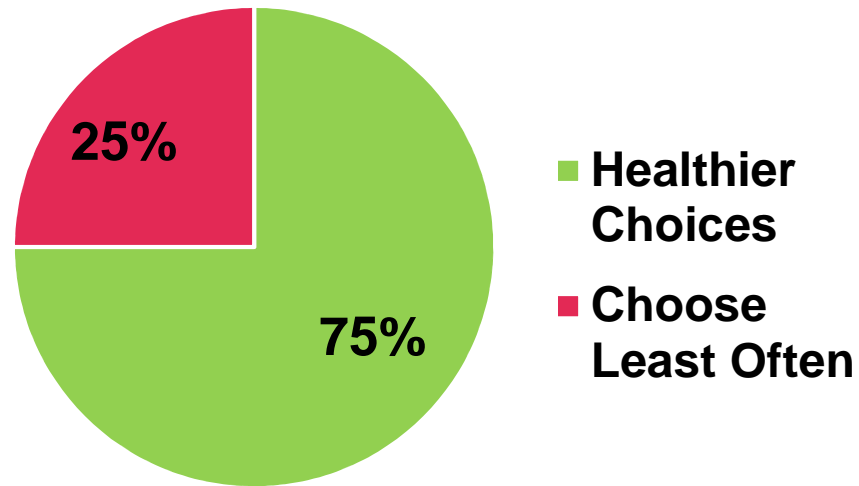
- Based on *benchmarks* for food environments
 - Five environments: *physical, communication, economic, social & political*
 - Three settings: *schools, childcare & community settings*
-

Medicine Hat's 2018/2019 Nutrition Report Card



Physical Environment-High availability of healthy food

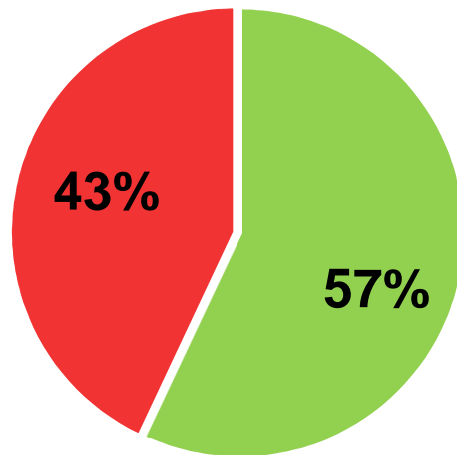
Benchmark	Medicine Hat Grade	Provincial Grade
Approximately 75% of foods available are healthy		



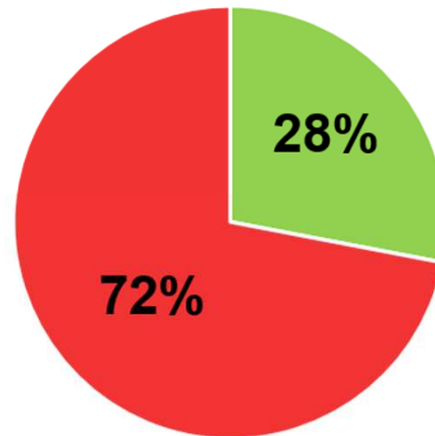
Physical environment-High availability of healthy food in community settings

Benchmark	Medicine Hat Grade	Provincial Grade
Approximately 75% of foods available in public buildings are healthy	Public buildings-D Rec centres-F	D

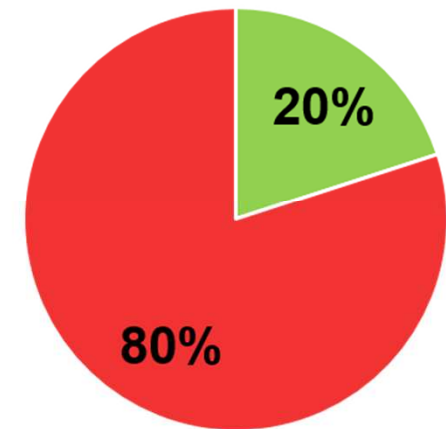
Medicine Hat Schools



Medicine Hat Public Buildings



Medicine Hat Recreation Centres



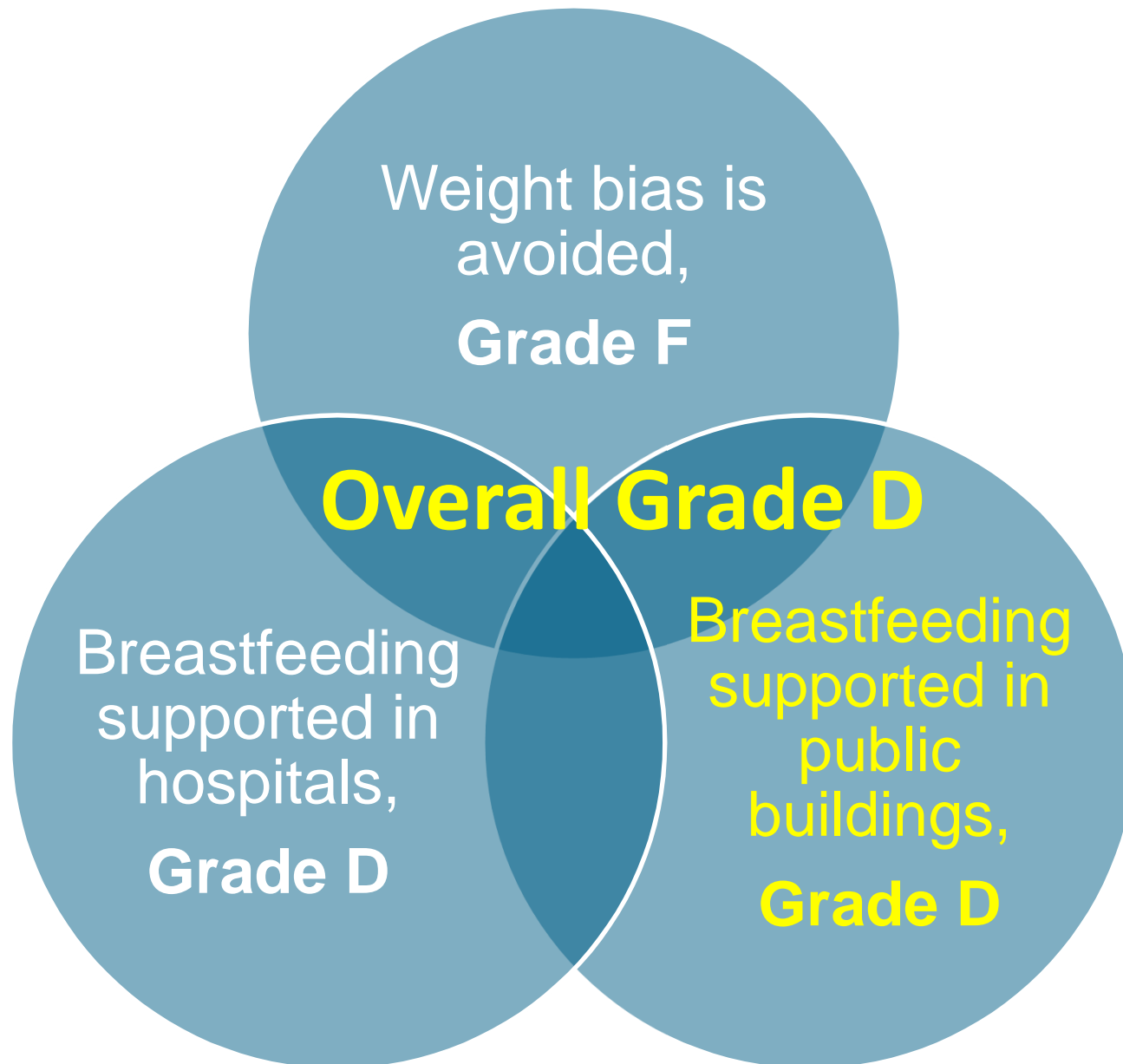
Physical environment-High availability of healthy food in community settings

Benchmark	Medicine Hat Grade	Provincial Grade
Approximately 75% of foods available in public buildings are healthy	Public buildings-D Rec centres-F	D

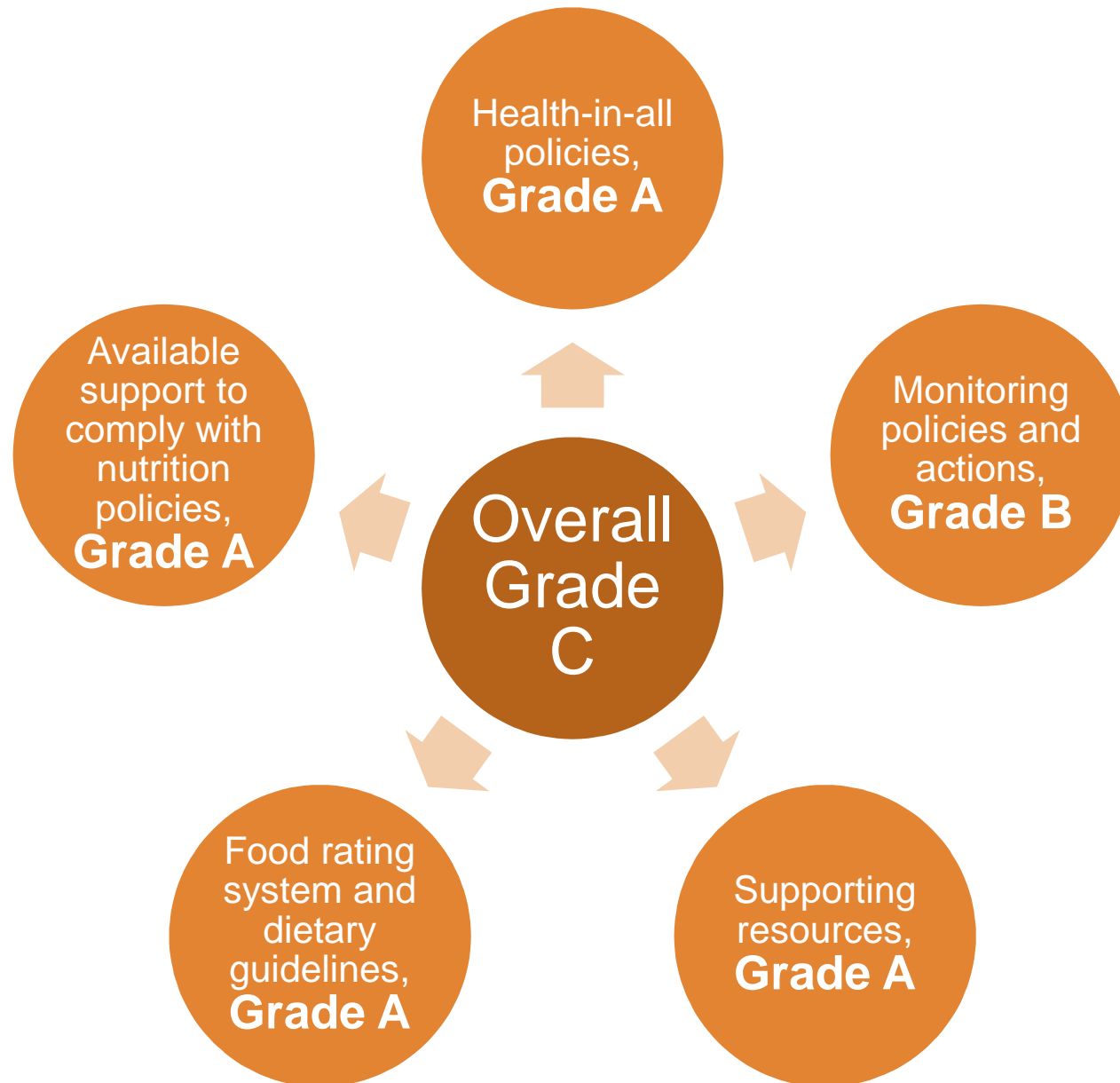


Medicine Hat The Gas City		Make it a Combo! Add Fries and a Beverage to any food item for \$5.50	
Burgers & More	Snacks & More	Beverages	
Hamburger \$5.00	Pringles \$2.00	Water \$2.00	
Cheeseburger \$6.50	Mentos \$2.00	Coffee \$2.00	
- add bacon \$2.00	Licorice \$3.50	- Refill \$1.50	
- add hamburger Patty \$2.50	Skittles \$4.50	Tea \$2.00	
Hot Dog \$3.50	Candy Bag \$1.00	Hot Chocolate \$2.50	
Chicken Strips \$6.25	Popcorn \$2.00	Mocha \$2.50	
Chicken Burger \$6.50	M&Ms \$4.50	Cappuccino \$2.75	
Chicken Wrap \$7.00	Beef Jerky \$2.00	Gatorade \$3.00	
Taco Wrap \$6.75	Vector Bars \$2.00	Pure Leaf \$3.00	
Snake Bites \$6.75	Halls \$2.00	Bottled Pop \$2.50	
Taco in a Bag \$6.75		Juice \$2.75	
Fries \$3.50			
Poutine \$5.25			
Gravy / Cheese \$1.50			
Salsa / Sour Cream \$1.50			

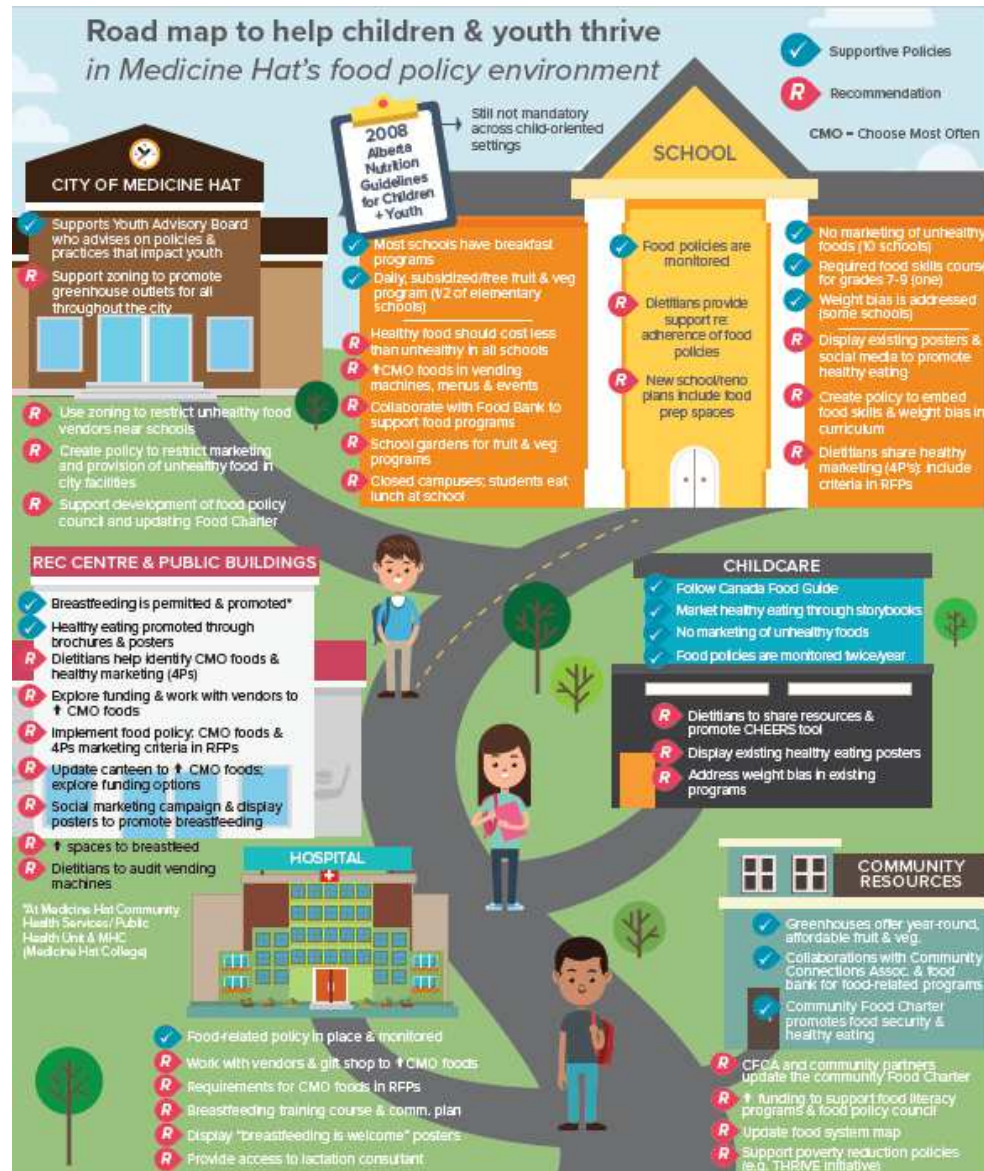
Social Environment



Political Environment



Medicine Hat's Recommendations



My ask:

- Public Service Committee draft a City Healthy Eating Policy or guideline or
- Commit to collaborating with Public Health Nutrition to explore this further.

Find the Full Report:

Medicine Hat: bit.ly/MHNRC2018-19

Questions?

Parks Service Levels

An update on 2019
Parks Maintenance
Service Levels

Parks and Recreation
February 2020



Background

- City maintains 255 hectares (630 acres) of public park spaces on behalf of the community
- Service adjustments are being made according to utilization with a target to save \$200,000 annually (~3% of \$5.7m annual budget)
- Contributes towards the financial savings commitment of \$4.3 million included within the 2019-2022 municipal operating budget.
- In 2019, a service level classification system was implemented. Management committed to provide a progress update in the Fall/Winter

Service Levels

Levers

- Size of manicured areas
- Type of landscaping (ie. Shrubs, flowers, grass type)
- Mowing heights
- Frequency of mowing / trimming / pruning
- Gopher and rodent control
- Water frequency & duration
- Fountain hours of operation
- Clean-up activities (ie. Leaves, animals)

Considerations

- Nature of use
- Frequency of use
- Aesthetics
- Tree and turf health
- Urban planning (density, intensification, open spaces, walkability, livability, municipal servicing standards)
- Health and safety of public and staff
- Financial resources

Parks And Open Space Maintenance Service Standards

Park Classifications

Class A	Class B	Class C	Class E	Sports Fields
<p>High public use / high traffic</p> <p>>2 amenities in park</p> <p>High profile / visibility</p> <p>High function (usable areas)</p> <p>High aesthetic value</p> <p>Parts of the park are bookable</p> <p>High number of park amenities (typically washrooms in proximity)</p> <p>Typically other private amenities close by</p> <p>Examples:</p> <ul style="list-style-type: none"> • Central Park • Saamis Rotary Park • Kin Coulee Park • Police Point Park • Strathcona Island Park • Echo Dale Regional Park • Hillside Cemetery 	<p>Moderate public use / moderate traffic</p> <p>1-2 park amenities</p> <p>Moderate profile</p> <p>Moderate public visibility</p> <p>Moderate aesthetic value</p> <p>Moderate function</p> <p>Typically not bookable spaces</p> <p>Examples:</p> <ul style="list-style-type: none"> • Upland Park • Ross Glen / Saamis Linear Parks • Simpson Park 	<p>Low public use / low traffic</p> <p>0-1 park amenities</p> <p>Moderate profile area</p> <p>Low / moderate visibility</p> <p>Low aesthetic value</p> <p>Low function</p> <p>Low booking potential</p> <p>Examples:</p> <ul style="list-style-type: none"> • Holt Park • Hawke Park • 16th St NE Median 	<p>Rough cut mowing</p> <p>Non manicured aesthetic value</p>	<p>These are classed separately.</p>

Parks Service Levels Reduction
Parks and Recreation

City of Medicine Hat
February 2020

2019 Summary

- Successful introduction of classification system and differentiated maintenance program
- Met \$120k of \$200k goal. Extremely low precipitation, wind, and higher temperatures required increased irrigation.
- Initial challenges in Spring when introduced regarding public perception of impact; dissipated thereafter



2020 and Beyond

- Continue refining service levels within each of the classes
- Continued cost pressure related to irrigation (25% of budget). 5% rate increase = \$50,000
- Increased focus on urban planning options
- Incorporate technology where sound business case (soil monitoring sensors, autonomous mowers, etc)

Questions



Parks Service Levels Reduction
Parks and Recreation

City of Medicine Hat
February 2020



**MINUTES OF THE ADMINISTRATIVE COMMITTEE MEETING
HELD ON FEBRUARY 12, 2020, AT 9:00 A.M.
IN CITY HALL CONFERENCE ROOM #2-1**

PRESENT: R. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
J. Cartwright, Acting Commissioner of Corporate Services
L. Prestayko, Acting Commissioner of Public Services
B. Maynes, Commissioner of Energy & Utilities
S. Schwartzenberger, Commissioner of Development & Infrastructure
B. Schmitt, City Solicitor
A. Cruickshank, City Clerk

1. **Tender Recommendation – EU19-151 Supply One (1) New 2019/2020 Landfill Compactor – Unit #648** (Appendix A)

Administrative Committee awarded the tender to the lowest bid meeting specification: Superior Truck Equipment in the amount of \$1,155,100.00.

INFORMATION

Adjournment

The meeting adjourned at 11.15 a.m.

Received by City Council on February 18, 2020.

ANGELA CRUICKSHANK, CITY CLERK



Recommendation Form

Tender Recommendation

TO: Admin Committee DATE: February 3, 2020
 FROM: Justin Brunelle - Manager, Fleet Services COPY: Phil Downie - Manager, Supply Chain

Tender No. and Title: FS19-151 - Supply One (1) New 2019/2020 Landfill Compactor - Unit #648
 Source of Financing: Fleet Reserve Work Order 43810541 Activity Code
 Bylaw No. (if applicable):

BUDGET APPROVAL	DOLLAR AMOUNT	BUDGET REFERENCE (Year – Page Ref.)
Original Budget:	\$1,000,000.00	2020 MTCA Budget
Add: Additional Approved Funding	\$	
TOTAL APPROVED BUDGET	\$1,000,000.00	
Less: Commitment/Expenditures To Date:	\$	
AVAILABLE APPROPRIATION	\$1,000,000.00	
Less: Value of this Tender (excluding GST)	\$ 1,155,100.00*	
Plus: Value of Trade In	\$ -230,000.00	
REMAINING APPROPRIATION	\$ 74,900.00	

*Value is comprised of \$1,043,923.00 base price plus an extended warranty cost of \$111,177.00

Estimated Cost at Completion: \$1,155,100.00 minus trade in makes total completion price \$925,100.00

Total Approved Budget: \$1,000,000.00

Project (over/under) expended: \$74,900.00 under budget

Changes to approved program:

Tender Results (Summary of Total Evaluated Prices excluding GST):
 See attached Summary.

Tender Recommendation:

Award to low bidder meeting specification.

Three bids were received from Finning Canada, Superior Truck Equipment Inc. and SMS Equipment. SMS Equipment did not meet the operational material handling specs and was eliminated as a result. Recommend awarding to Superior Truck Equipment Inc. being the lowest price meeting spec when the trade in values offered are included.

Company Name:

Superior Truck Equipment

Value of Tender as Recommended (excluding GST): \$ 1,155,100.00 (\$925,100.00 after trade in of \$230,000.00)

Assigned Contract Administrator/Title/Phone #: Justin Brunelle

JUSTIN BRUNELLE, CRSP(np), NCSC

Recommended By:

MANAGER

Date:

Feb 3, 2020

Reviewed By Purchasing:

FLEET SERVICES
 PHIL DOWNIE, SCMP
 MANAGER - SUPPLY CHAIN

Date:

Feb 4, 2020

Approved By:

Date:

Approved By:

JEFF HOGLUND
 ACTING GENERAL MANAGER
 CORPORATE ASSET MANAGEMENT

Date:

Feb 4, 2020

Page 1 of 2

August 2018

COMMISSIONER OF
 CORPORATE SERVICES

DATE: Feb 6/2020



TENDER SUMMARY

THIS IS A PRELIMINARY SUMMARY ONLY AND IS SUBJECT TO EVALUATION BY THE CITY OF MEDICINE HAT.

TENDER NO.:	FS19-151	DESCRIPTION:	Supply One (1) New 2019/20 Landfill Compactor - Unit # 648
-------------	----------	--------------	--

BIDDER					
1.	SMS Equipment	\$ 840,000.00			
2.	Finning	\$1,136,000.00			
3.	STE	\$1,043,923.00			
4.					
5.					
6.					
7.					
8.					
9.					
10.					

POSTED DATE: November 8, 2019 OPENING DATE: December 5, 2019

POSTING LOCATION: APC

NO. OF COPIES DISTRIBUTED or DOWNLOADED: 24

OPENED BY: Tibor Domlan

Justin Brunelle

Supporting Information

Tender FS19-151 Landfill Compactor

- The landfill compactor is a critical, high use piece of equipment that is used daily at the Landfill.
- The level of performance on a compactor, specifically in terms of compaction rate and material handling volume have a direct impact on the efficiency of the equipment. A more efficient machine should reduce operational hours, fuel usage and maintenance needs.
- The equipment offered by the successful vendor meets all the needs of the operational department and comes highly recommended.
- The current unit will be traded in as part of the purchase; the vendor has offered \$230,000.00 for this unit. This is approximately 36% of the original capital price of the current unit.

MINUTES OF THE MUNICIPAL PLANNING COMMISSION
MEETING HELD ON WEDNESDAY, JANUARY 22, 2020
AT 2:30 P.M. IN BOARDROOM 2-1

MEMBERS PRESENT: Chair, Councillor B. Varga
Vice-Chair, Councillor D. Hirsch
F. Devine
G. Johnson
K. Murdock
L. Thompson
P. Vanderham

STAFF PRESENT: I. Ahmed, Manager of Development Services – P&DS
K. Friesen, Administrative Support – P&DS
E. Onoferychuk, Superintendent of Planning Implementation – P&DS
K. Snyder, General Manager – P&DS

1. CALL TO ORDER

2. INTRODUCTION

The Chair advised that any subdivision or development permit application refused or approved by the Municipal Planning Commission with or without conditions may be appealed to the Subdivision and Development Appeal Board (SDAB) subject to limitations on time to serve Notice of Appeal and Standing to Appeal, as set out in the *Municipal Government Act*. Further information and the required Notice of Appeal forms are available from the City Clerk Department on the third floor of City Hall.

3. ADOPTION OF MINUTES

Moved by F. Devine, seconded by G. Johnson

THAT THE MINUTES OF JANUARY 8, 2020 BE ADOPTED AS PRESENTED.

CARRIED

4. TRI-AREA INTERMUNICIPAL DEVELOPMENT PLAN

4.1 BYLAW NO. 4605 – TRI-AREA INTERMUNICIPAL DEVELOPMENT PLAN

Moved by F. Devine, seconded by P. Vanderham

IT IS RECOMMENDED THROUGH THE MUNICIPAL PLANNING COMMISSION THAT CITY COUNCIL APPROVE BYLAW NO. 4605 – TRI-AREA INTERMUNICIPAL DEVELOPMENT PLAN.

CARRIED

5. **DEVELOPMENT PERMITS APPROVED BY THE DEVELOPMENT OFFICER**
(APPENDIX A)

Moved by K. Murdock, seconded by G. Johnson

THAT THE REPORT OF DEVELOPMENT PERMITS APPROVED BY DEVELOPMENT OFFICERS DURING THE PERIOD JANUARY 2, 2020 TO JANUARY 15, 2020 BE RECEIVED FOR INFORMATION.

CARRIED

6. **NEXT REGULAR MEETING** – February 12, 2020 at 2:30 P.M.

7. **ADJOURNMENT** – The Chair declared the meeting adjourned at 3:10 P.M.

Adopted by the Municipal Planning Commission on February 12, 2020.

CHAIR





**Planning & Development
Services**
City of Medicine Hat
580 – 1 Street SE
Medicine Hat, AB T1A 8E8
Tel: 403.529.8374 Fax: 403.502.8038

1/16/2020

9:23 AM

Development Permits Approved

Period: 1/2/2020 To 1/15/2020

Permit No	Address	Land Use District
-----------	---------	-------------------

Residential

Attached Accessory

DP15289	348 Somerside Cres SE	R-LD
Proposal: SINGLE DETACHED HOUSE (ENCLOSED DECK)		

Permit No	Address	Land Use District
-----------	---------	-------------------

Non-Residential

Commercial

DP15283	800 Gershaw Dr SW	MU,MU,MU,
---------	-------------------	-----------

Proposal: CHANGE OF USE TO DISCRETIONARY USE MOTOR VEHICLE & RV SALES

DP15290	1870 C 6 Ave SW
---------	-----------------

Proposal: CHANGE OF USE TO DISCRETIONARY USE RECREATION FACILITY

Sign

DP15249	695 South Railway St SE	MU
---------	-------------------------	----

Proposal: APPROVED BY MPC - JANUARY 8, 2020 - EIGHT SPECIALIZED SIGNS AND TWO LED SIGNS INCLUDING SIZE AND QUANTITY VARIANCES

Permit No	Address	Land Use District
-----------	---------	-------------------

Home Occupancy

DP15291	5 Valleyview Dr SW	R-LD
Proposal:	MASSAGE THERAPY	
DP15292	1075 Mccutcheon Dr NW	R-LD
Proposal:	ONLINE SALES (CREATING DECALS WITH CRICUT MACHINE)	
DP15293	41 Scott Cres SE	R-LD
Proposal:	CONSULTANT (END OF LIFE CARE)	

EXCERPT FROM MINUTES OF THE MUNICIPAL PLANNING COMMISSION
MEETING HELD ON WEDNESDAY, FEBRUARY 12, 2020
AT 2:30 P.M. IN BOARDROOM 2-1

MEMBERS PRESENT: Chair, Councillor B. Varga
F. Devine
G. Johnson
K. Murdock
L. Thompson
P. Vanderham

MEMBERS ABSENT: Vice-Chair, Councillor D. Hirsch

STAFF PRESENT: K. Friesen, Administrative Support – P&DS
E. Onoferychuk, Superintendent of Planning Implementation – P&DS
R. Sissons, Superintendent of Planning Policy – P&DS
K. Snyder, General Manager – P&DS

4. ANNUAL REPORT

4.1 ANNUAL DEVELOPMENT STATISTICS 2019

Moved by F. Devine, seconded by K. Murdock

**THAT THE REPORT OF ANNUAL DEVELOPMENT STATISTICS 2019 BE RECEIVED
FOR INFORMATION.**

CARRIED

BRIEFING NOTE

INFORMATION

ANNUAL DEVELOPMENT STATISTICS 2019 PLANNING & DEVELOPMENT SERVICES

FEBRUARY 12, 2020

ISSUE:

To provide the Annual Development Statistics 2019 report for Planning & Development Services (P&DS).

RECOMMENDATION:

It is recommended through the Municipal Planning Commission that City Council receives this Briefing Note for information.

COUNCIL STRATEGIC PRIORITY:

N/A

KEY RISKS:

Health, Safety and Environmental Impact:

N/A

Financial Impact:

Funding Request:	No	If yes, amount: N/A
Budgeted Item:	No	Funding Source: N/A
Funding Explanation:	N/A	
Budget Amendment Form?	N/A	

N/A

Legal / Policy Impact:

N/A

Public Implications:

P&DS consistently delivers value through exceptional public service to customers and stakeholders through continuous communication, education, engagement and training, while maintaining turnaround times that meet or exceed industry standards.

BACKGROUND:

P&DS began reporting annual development statistics in this format in 2016. The annual report provides information on key development indicators and on the level of service the City provides in reviewing development applications.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

N/A

IMPLEMENTATION PLAN:

N/A

PREPARED BY & DATE:	Marlais Ross, Administrative Assistant – Planning & Development Services	February 6, 2020
APPROVED BY & DATE:	Kent Snyder, General Manager – Planning & Development Services	
ATTACHMENTS:	Attachment #1: Annual Development Statistics 2019	

Annual Development Statistics 2019

Planning & Development Services
February 12, 2020





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Introduction

2019 featured moderately strong non-residential development activity which off-set residential construction that featured the construction of only 20 single detached homes.

Despite the promising activity in the commercial, industrial, and institutional areas, 2019 appeared to be a slower development year with the City recording approximately \$90M in construction as compared to \$141M in 2018.

The 2019 City construction estimates though do not tell the complete development story. In February 2019, Aurora Cannabis Inc. received accreditation in Safety Code disciplines. Thus, after February 2019 Aurora did not require City permits and they reported their construction value independent from the City. We estimate the Aurora work since their accreditation to be in the \$20M - 50M range. Thus, the total 2019 City construction value, including Aurora, is likely near the \$140M attained in 2018.

Review and approval times for Development Permits in 2019 remained well below the legislated decision timelines for both Development Permits and Subdivisions. The number of compliance letters generated (502) by staff in 2019 were similar to the numbers generated in 2018. The department welcomed and helped people with their questions at our counter over 4700 times in 2019, and fielded at least a similar number of telephone and email inquiries from the public.

Twelve rezoning applications were processed and adopted by Council in 2019.

The number of pre-application meetings were strong in 2019, which will hopefully become new commercial, multi-family and industrial developments in 2020.

The E-Permitting software was heavily tested in 2019 and will be available for roll-out in the first half of 2020. This software is designed to allow processes and procedures to be streamlined which will allow the City to achieve time and cost saving efficiencies. The introduction of the software portal in 2020 will allow customers to apply for permits from their home or office.

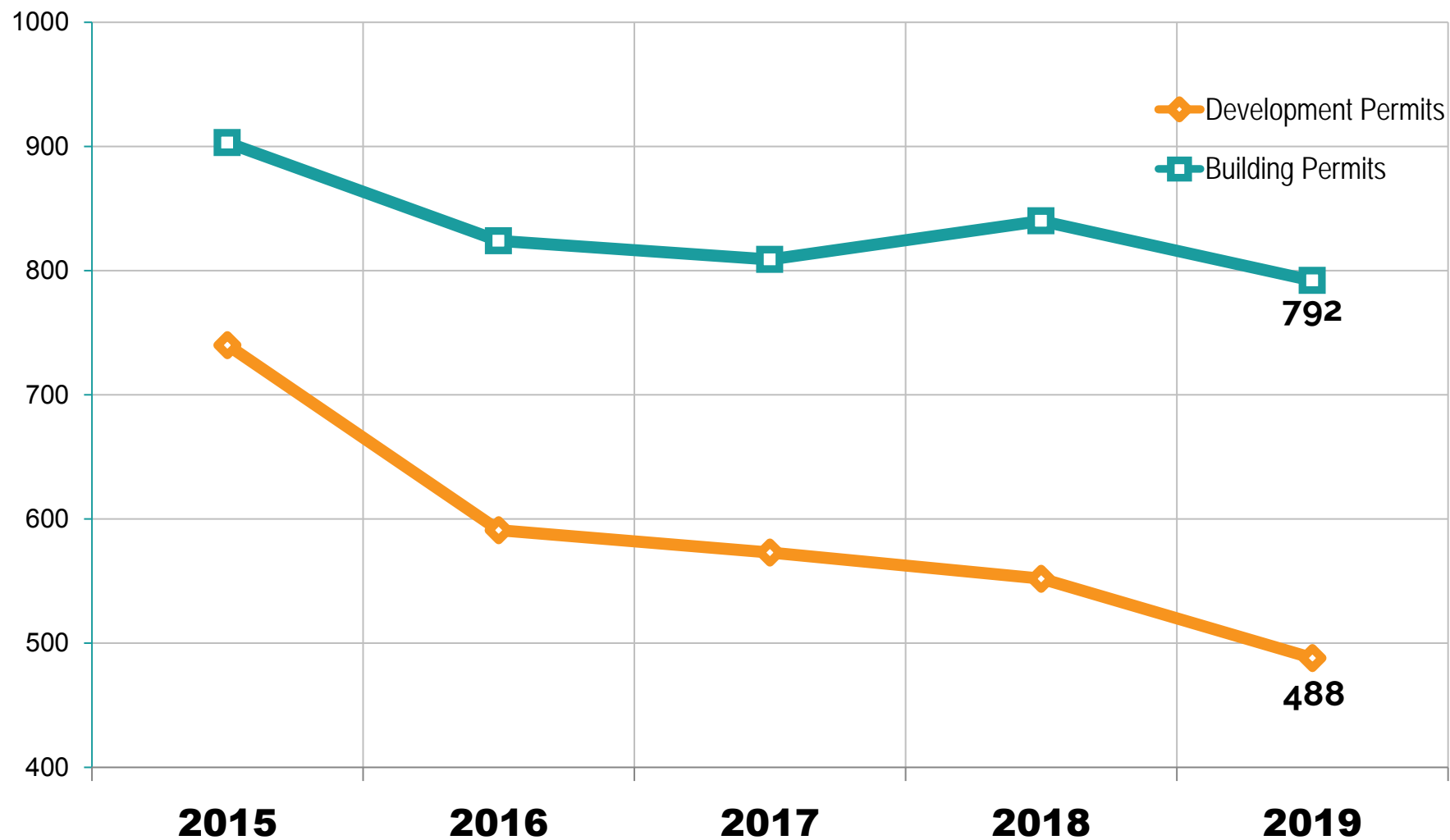
The Brier Run Area Structure Plan (ASP) was adopted by Council in Q4 2019. This ASP promotes unique work – live opportunities and will create synergies with existing recreational uses such as the Family Leisure Centre.

The new Municipal Development Plan (myMH Master Plan) was drafted in 2019 and will be presented to City Council in the first half of 2020.

Kent Snyder,
General Manager - Planning & Development Services



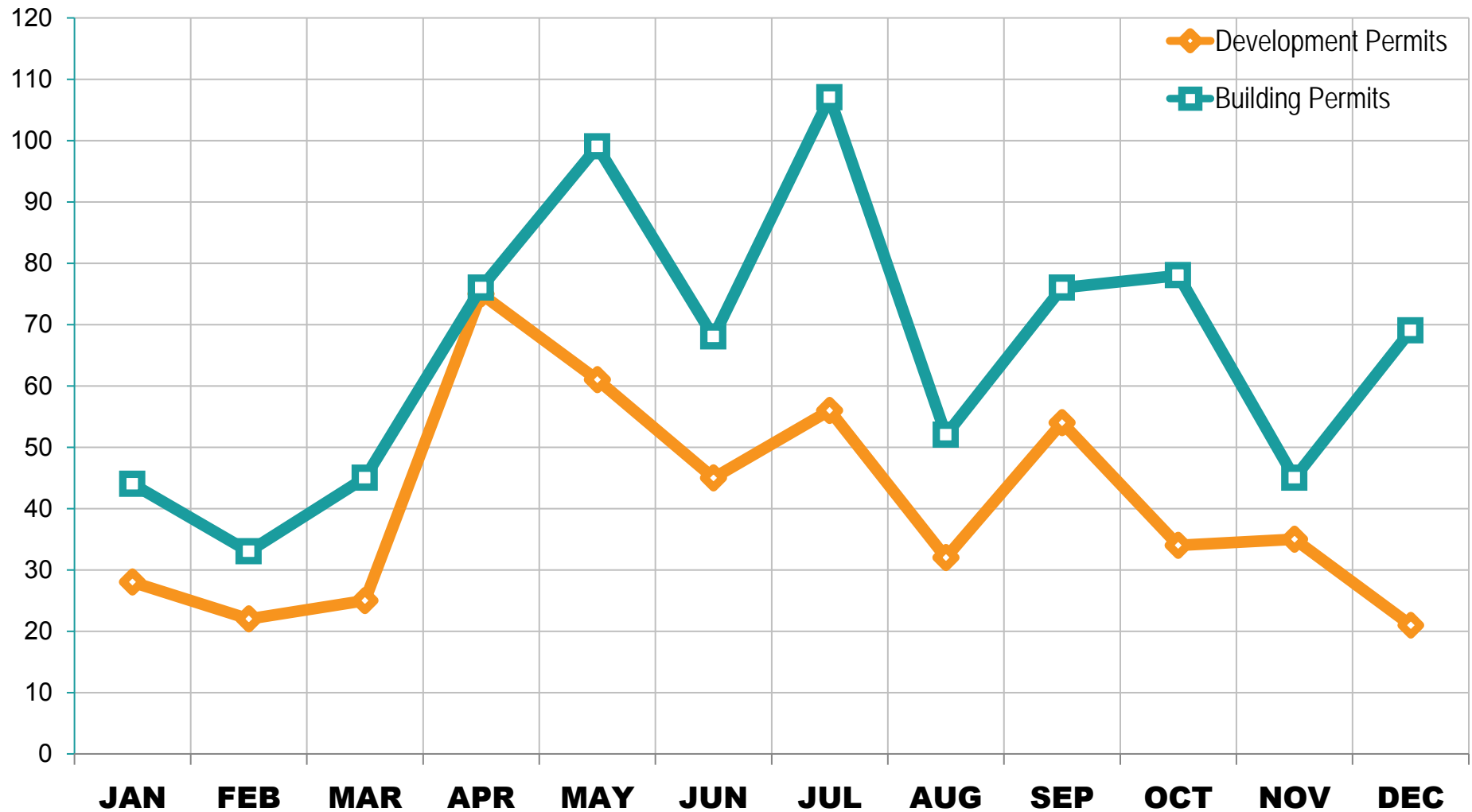
Permit trends (number of all permits issued) 2015 - 2019





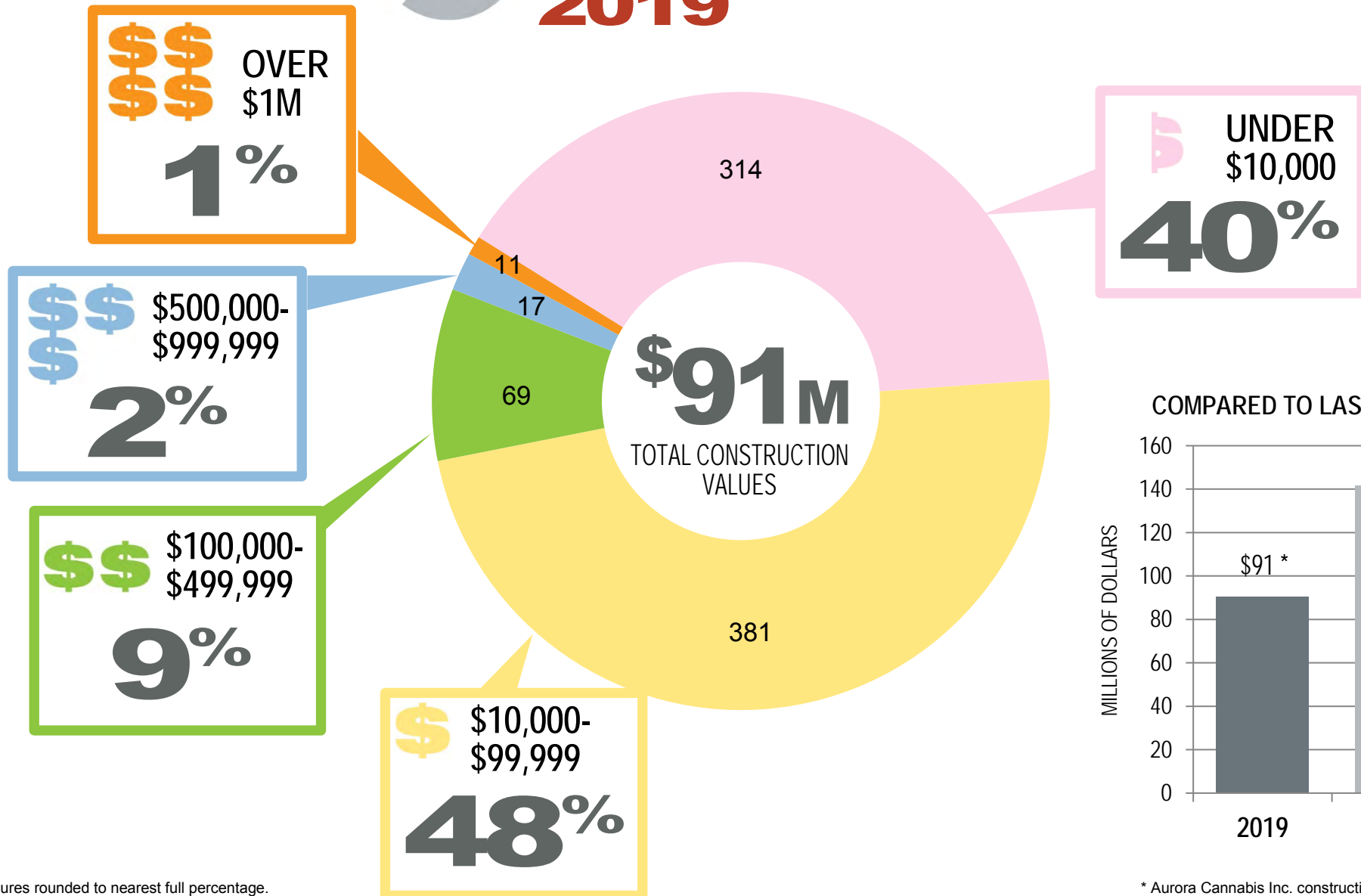
Permit trends (number of all permits issued)

2019 month-by-month

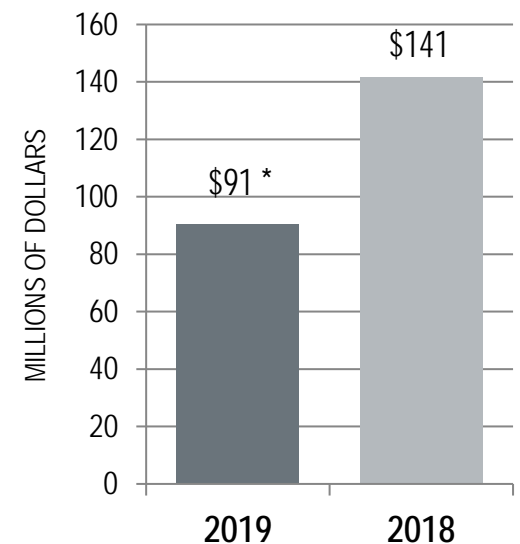




Construction values of all building permits **2019**



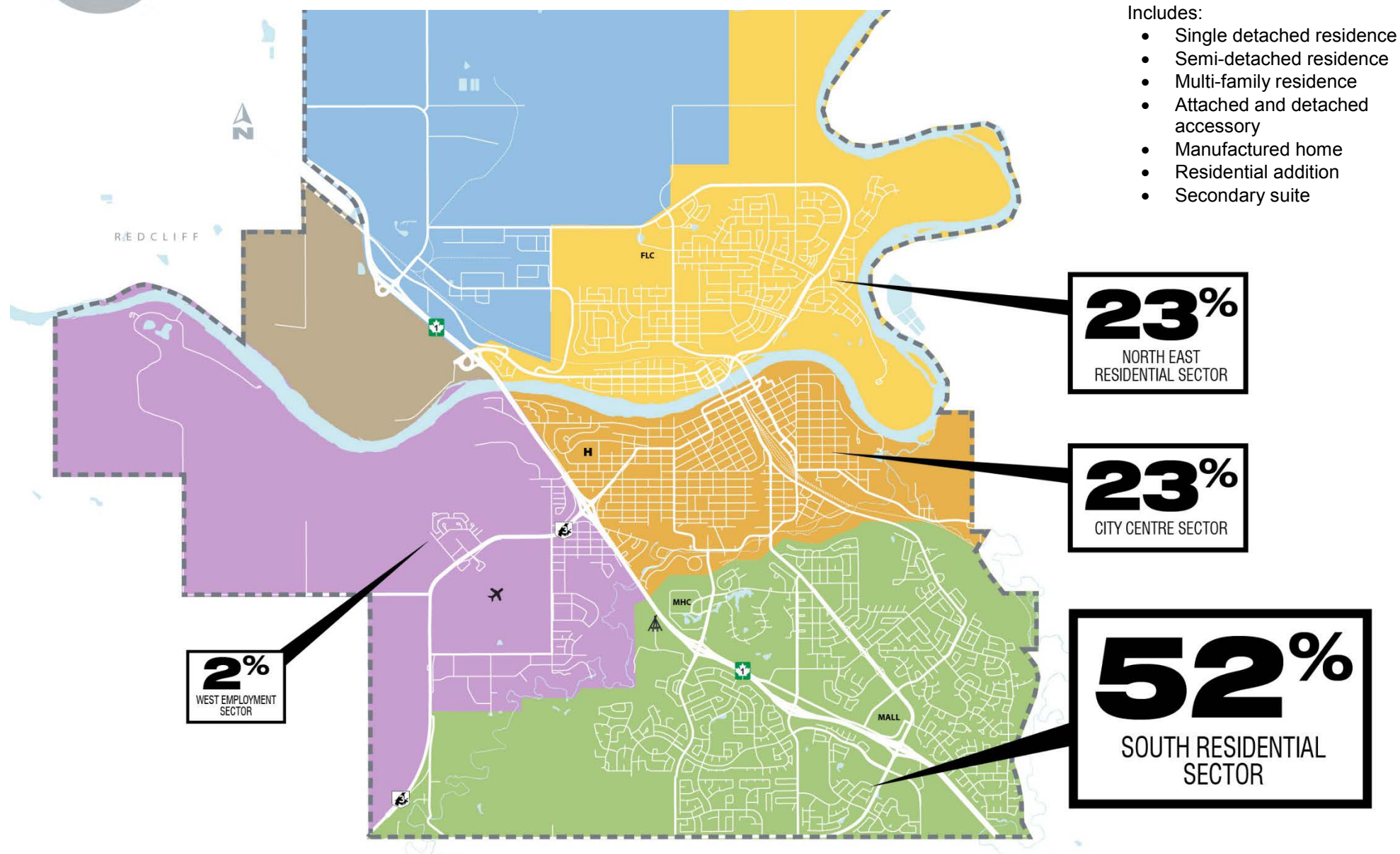
COMPARED TO LAST YEAR:



* Aurora Cannabis Inc. construction is not included.



Residential development permits by area



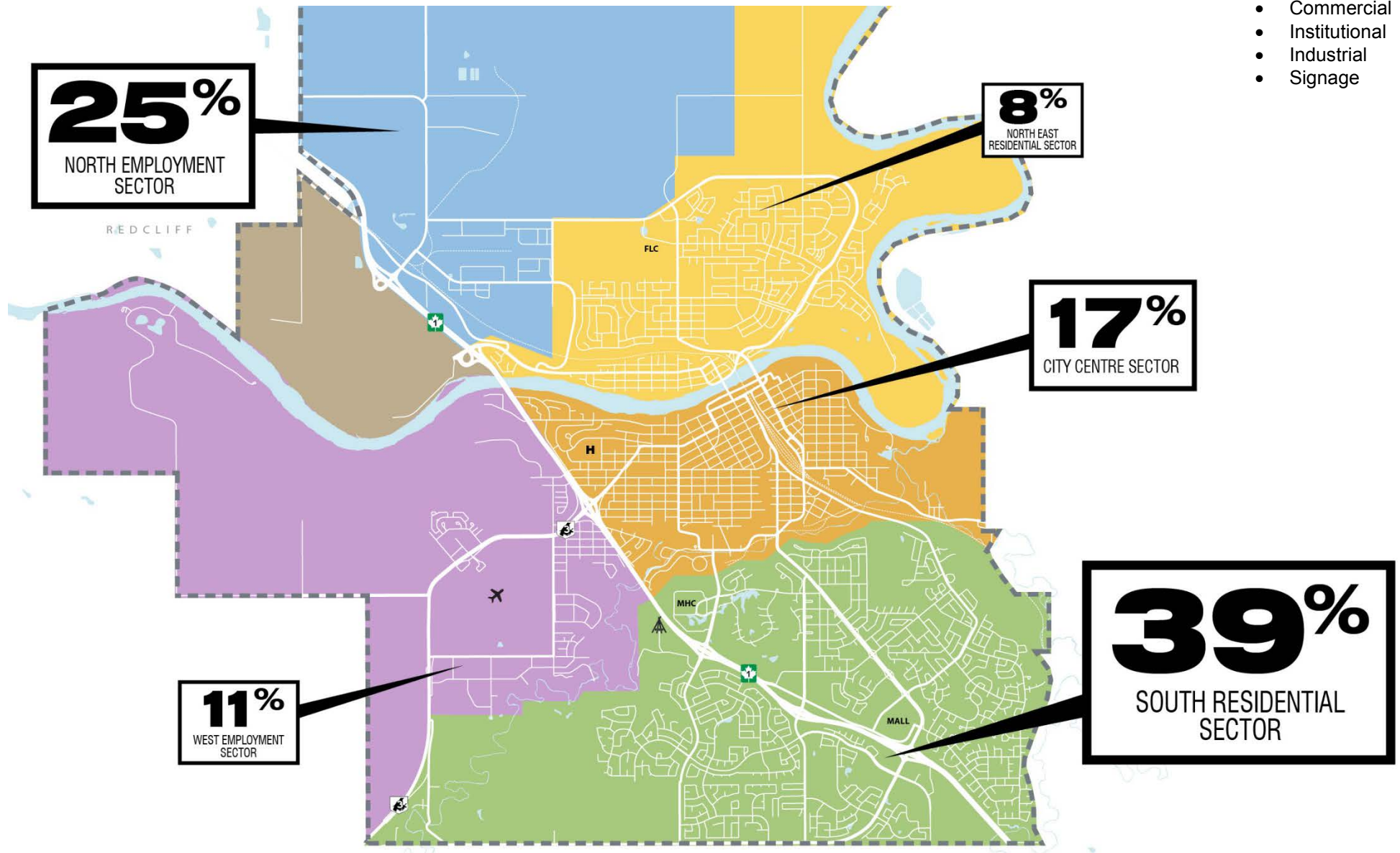
Figures rounded to nearest full percentage.



Non-residential development permits by area

Includes:

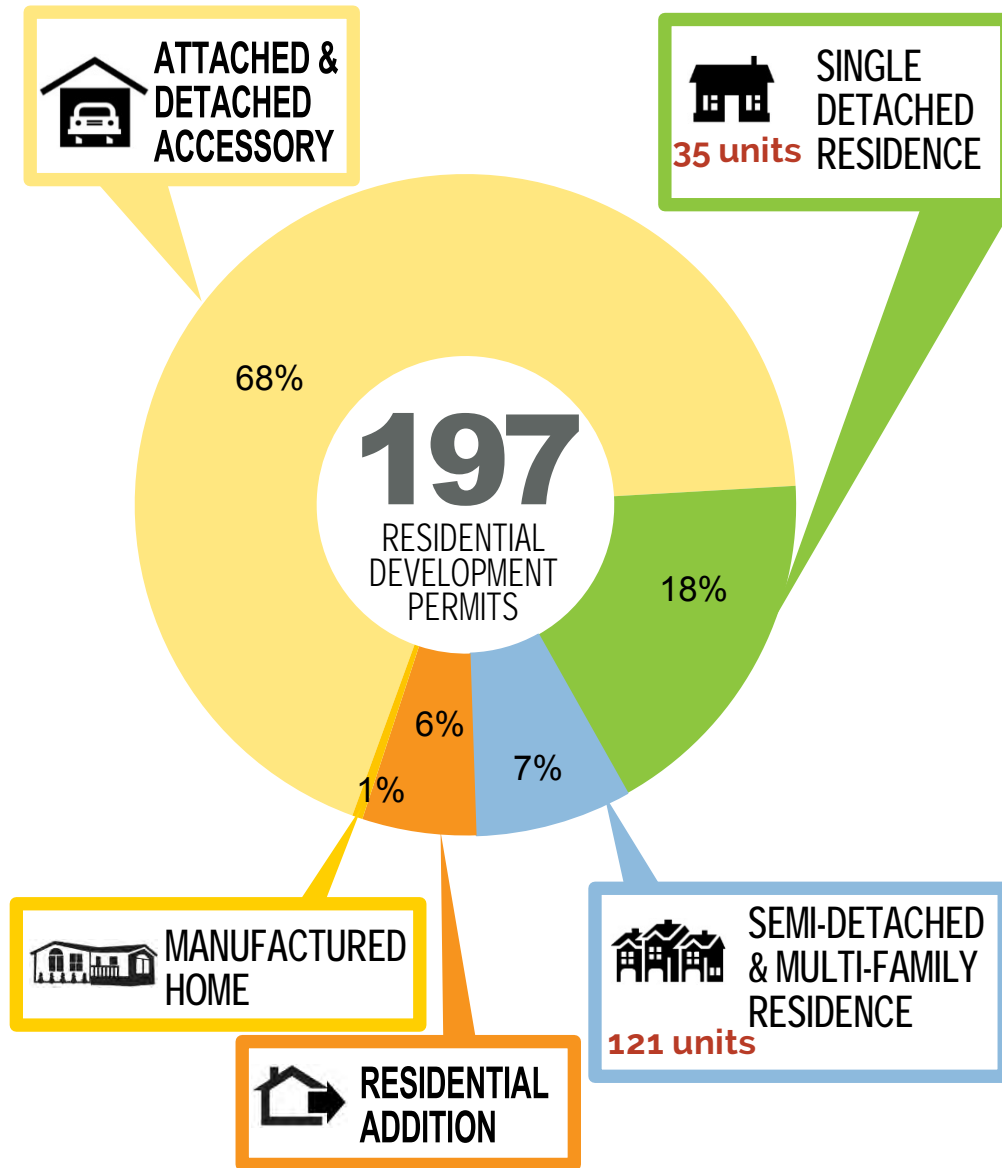
- Commercial
- Institutional
- Industrial
- Signage



Figures rounded to nearest full percentage.



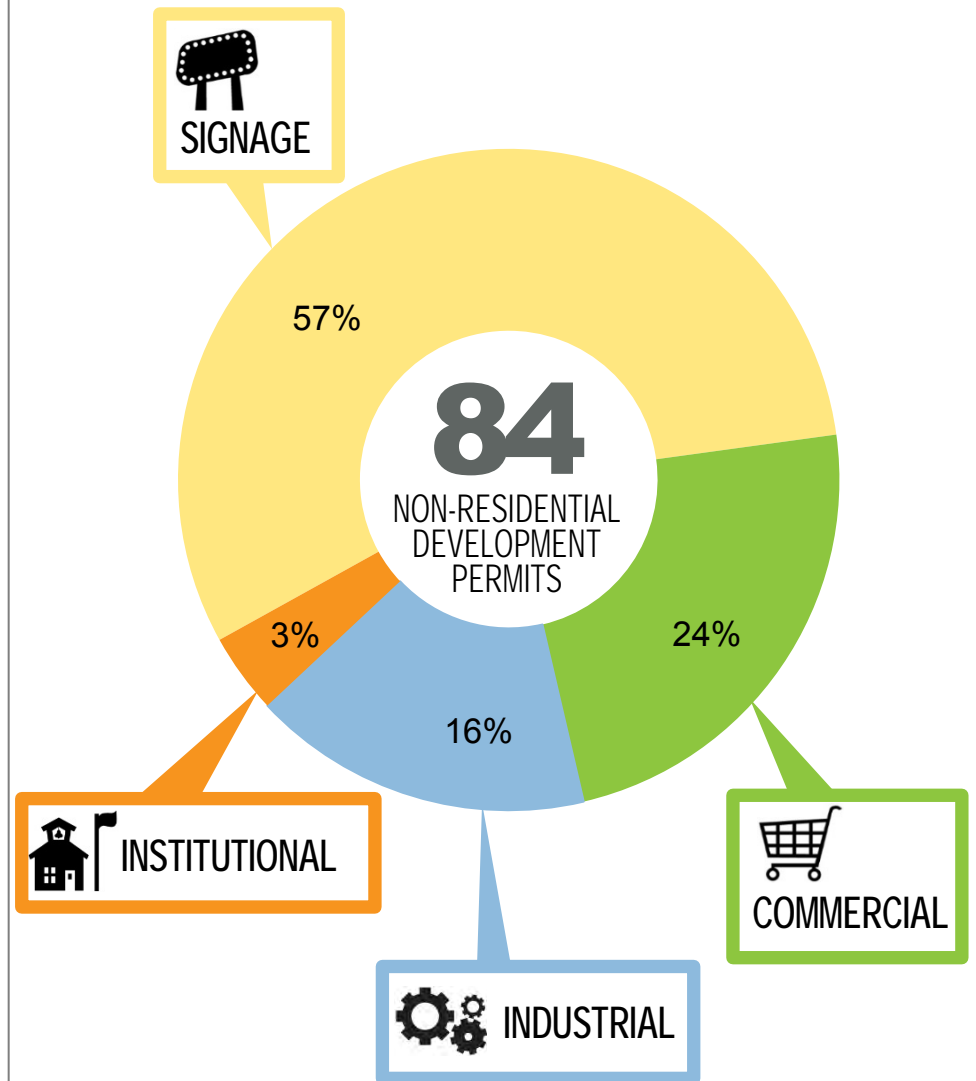
2019 Residential development permits by type



Single Detached Residence includes Secondary Suite.



2019 Non-residential development permits by type





Development permit review times **2019**⁵



Homes¹

11.8 DAYS

2018 AVERAGE: 7.9 DAYS



Residential Alterations²

7.1 DAYS

2018 AVERAGE: 7.1 DAYS



Home Occupations

8.8 DAYS

2018 AVERAGE: 8.0 DAYS



Permitted Non-Residential³

23.5 DAYS

2018 AVERAGE: 22.9 DAYS



Discretionary Non-Residential⁴

27.7 DAYS

2018 AVERAGE: 11.0 DAYS



Signs

10.9 DAYS

2018 AVERAGE: 8.3 DAYS



Building permit review times **2019**



Minor Projects

7.6 DAYS

2018 AVERAGE: 6.2 DAYS



Major Projects

14.9 DAYS

2018 AVERAGE: 15.5 DAYS

Mean average used (highest and lowest outliers eliminated).



Other development statistics 2019

Total off-site levies collected



\$805,666

OSL collected in intensification areas

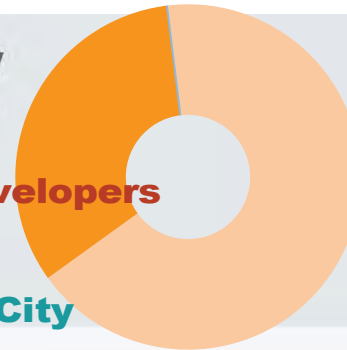


\$713,208

Developer vs City % of contribution

21% Developers

80% City



Safety codes inspections



10,733

Compliance Certificates



502

Land Use Bylaw amendment applications



12

Total subdivisions



23

Property card requests



870

Municipal Historic Resource designations



1



Other development statistics **2019**

Circulations: Technical
Coordinating Committee



95

Appeals: Subdivision &
Development Appeals Board



1

Decision items & Information items
for Committee & Council



20

Community engagement
events



13

Business licenses issued



3,945

Home occupation permits



207

Meetings: Municipal Planning
Commission



8

Customers at counter



4,700+



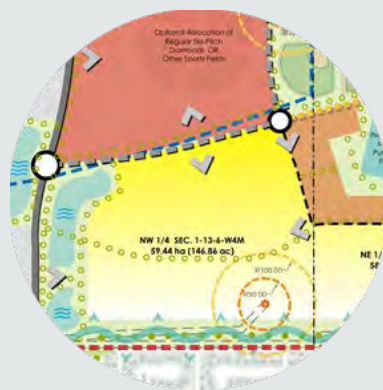
Major initiatives 2019

Folium Biosciences Land Use Amendment (LUB)



- Purpose of the Folium Biosciences LUB amendment was to support the development of a new Cannabis Production and Distribution Facility.
- This staff initiated amendment was to facilitate the application of this Development Investment Readiness Team (DIRT) priority project with the objective of growing our local economy.
- Amendment was approved by City Council in Q2 of 2019.

Brier Run Area Structure Plan (ASP)



- Purpose of the Brier Run ASP was to establish a general land use framework and policy guide to ensure the efficient and orderly development of this new neighbourhood.
- Planning & Development Services staff collaboratively worked with the public developer to ensure the Plan achieved legislative and technical requirements while meeting community expectations.
- Plan was approved by City Council in Q4 2019.

Municipal Development Plan (myMH Master Plan)



- A Municipal Development Plan (MDP) is a statutory Plan, prepared and adopted by Bylaw, in accordance with Section 632 of the *Municipal Government Act*.
- Staff continued to work on the proposed new thirty year MDP which is based on the City's vision for growth and development in coming decades.
- The "myMH Master Plan" will be presented to City Council in 2020.

Glossary

Area Redevelopment Plan (ARP) – An existing area designated by municipalities in Alberta for the purposes of preserving, protecting and enhancing desirable characteristics of the neighbourhood and ensuring future development is appropriate.

Area Structure Plan (ASP) – Detailed plans for the development of new areas. The Plan must indicate impacts the proposed development will have on existing municipal services and facilities and how these impacts have been considered and addressed.

Attached Accessory – A structure which is attached to a primary building but does not increase the measured square footage of the building (typically a deck or balcony).

Building Permit (BP) – A permit granting you legal permission to start construction on a project. The building permit process helps enforce the requirements of the Alberta Building Code as well as other applicable laws and standards. It ensures compliance during construction as well as the structural safety of the completed building.

Community Engagement – The process of working collaboratively with community groups to address issues that impact the well-being of those groups. Activities that help to engage the community include credible and transparent reporting, town hall meetings, public open houses, stakeholder engagements, and interactive consultations.

Compliance Certificate – Confirmation from the City that the locations of structures on a property comply with the Land Use Bylaw. Usually required by lending agencies or lawyers in the sale of a property and/or mortgage approval to protect their clients' investment.

City Council – Municipal Council of the City of Medicine Hat.

Detached Accessory – A covered building that is not attached to a house (i.e. detached garages, sheds, carports, pergolas, gazebos, greenhouses and playhouses).

Development Permit (DP) – A permit authorizing development under the provisions of the Land Use Bylaw.

Home Occupation – Use of a dwelling by the occupant for a business, trade or profession.

Intensification Area – An area of a city which encourages higher population densities and higher uses. Urban intensification emphasizes the idea of urban planning that concentrates growth in compact walkable urban environments to minimize sprawl.

Land Use Bylaw (LUB) – A regulatory document required for every municipality in Alberta as per the *Municipal Government Act*. It includes the division of the municipality into land use districts (zones).

Manufactured Home – A type of prefabricated housing that is largely assembled in factories and then transported to sites of use.

Multi-Family Residence – A building or structure that is designed to house several different families in separate housing units. The most common type of multi-family housing is an apartment building; however four-plexes, eight-plexes and townhomes also qualify as multi-family housing.

Municipal Historic Resource Designation – The Heritage Resources Committee identifies, recognizes and guides the preservation of heritage resources (buildings, sites, artifacts, trees, etc.) within the City of Medicine Hat. Designation is the process of establishing something as a designated Municipal Historic Resource.

Municipal Planning Commission (MPC) – The Municipal Planning Commission acts as the principal advisory body to City Council in matters relating to land use planning. It exercises development and subdivision powers and duties on behalf of the City in accordance with the Subdivision and Development Authorities Bylaw and carries out any other functions and duties assigned to the Commission by City Council.

Municipal Servicing Standards Manual (MSSM) – A document which indicates detailed requirements for construction of any municipal utility infrastructure, public utility or road within the City of Medicine Hat.

Off-Site Levy (OSL) – A charge established by a municipal Bylaw. The levy is imposed at the time of development and/or subdivision and is contributed by the Developer to cover a portion of the costs of municipal infrastructure facilities (i.e. roads, water, storm and sanitary sewer).

Property Card – A document that displays building permit information for a property.

Residential Addition – A structure attached to a dwelling unit. These types of structures may include, but are not limited to, living room, bedroom, office, game room, etc.

Semi-Detached Residence – One of two dwellings within the same residential building, separated by a firewall, each with a separate utility service, but not attached to any other dwelling or structure (except its own garage).

Single Detached Residence – A single family home not attached to any other dwelling or structure (except its own garage). A mobile home fixed permanently to a foundation is also classified as a single detached house.

Subdivision – The division of a parcel of land into two or more lots.

Subdivision and Development Appeal Board (SDAB) – A Board comprised of City Council representatives and public members who hear subdivision and development appeals and make decisions on those appeals.

Technical Coordinating Committee (TCC) – A committee comprised of City of Medicine Hat staff from various departments. The TCC provides technical review and recommendations on various initiatives, development proposals and plans.

Land Use Districts referenced in this report:

Commercial – A part of the City in which primary land use is commercial (shops, offices, theatres, restaurants).

Industrial – An area of the City zoned and planned for the purpose of industrial development; typically a mix of manufacturing, warehousing and service uses.

Institutional – A part of the City which is reserved for uses which serve the community's social, educational, health, cultural and recreational needs. This may include government owned and operated facilities or privately owned and operated.

Non-residential – Any area of the City in which housing is not the primary use.

Residential – An area of the City in which housing predominates. This can be low density housing such as suburban homes, townhouses, or apartments.

Notes:

- 1) New housing developments, detached, semi-detached, duplex, four-plex, and manufactured home placement.
- 2) Detached accessory buildings, attached accessories, residential additions, and basement suites.
- 3) New developments, commercial, industrial, institutional, large multi-family developments, and non-residential additions.
- 4) New developments, commercial, industrial, institutional, large multi-family developments, and non-residential additions.
- 5) The *Municipal Government Act* states that decisions must be made within 40 days (unless an agreement with the applicant has been made to extend the timeline).





Contact

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Medicine Hat, AB T1A 8E6



Medicine Hat City Council Strategic Priorities 2019-2022



Fiscal Responsibility

We will be fiscally responsible in our decision making to support short and long-term sustainability of the City.



Community Safety & Vibrancy

We will maintain the safety of our community and continue to build vibrancy and a high quality of life.



Economic Vitality

We will grow and diversify our economy with increased employment and industry and tourism investment opportunities.



Sunshine Hospitality

We will capitalize on our recreational, cultural and natural assets to promote our community.



Infrastructure Renewal

We will focus on managing aging assets to ensure quality and sustainable infrastructure.



City Government

The City increasingly stands out as a well-governed and well-organized municipal corporation with a positive corporate culture.

The strategic priorities focus the limited energy and resources of the organization on those issues/initiatives that are most critical to the organization's success. Effective governance and leadership is integral to the organization's ability to advance Council's priorities.



Medicine Hat
The Gas City