

Agenda

REGULAR MEDICINE HAT CITY COUNCIL

Monday, December 07, 2020

6:30 PM

1. MOTION TO CLOSE THE MEETING TO THE PUBLIC

(1.1.) In-Camera Reports

Energy & Utilities Division Business Items (FOIP s.24)

Public Services Division Items (FOIP s.24)

Advisory Board & Committees (FOIP s.24)

2. ADOPTION OF THE AGENDA

3. ADOPTION OF THE MINUTES

(3.1.) Medicine Hat Regular City Council Meeting - November 16, 2020

(3.2.) Medicine Hat Special City Council Meeting - December 2, 2020

4. PRESENTATION(S)

(4.1.) Premier's Council Award of Excellence - Leslie Jerry, Community Inclusion Coordinator

(4.2.) COVID-19 Update - Merrick Brown, Director, HSE & Emergency Management

(4.3.) Amended 2021 Tax Supported and Invest Medicine Hat Budgets and Divisional Realignment - Dennis Egert, Corporate Services Commissioner (see Administrative Committee Meeting - December 2, 2020)

(4.4.) Bylaw #4639 Land Use Bylaw Amendment - 104 - 20 Street NE - Kent Snyder, GM Planning & Development Services

5. PUBLIC HEARING(S)

(5.1.) Bylaw #4639 a Bylaw of the City of Medicine Hat to amend Bylaw #4168 the City of Medicine Hat Land Use Bylaw

Sponsor - Municipal Planning Commission

6. NON-STATUTORY PUBLIC HEARING(S)

- (6.1.) Bylaw #4650 a Bylaw of the City of Medicine Hat to amend Bylaw #2379, the Water Service Bylaw

Sponsor - Energy & Utilities Committee

- (6.2.) Bylaw #4651 a Bylaw of the City of Medicine Hat to amend Bylaw #1541, regulating the use of Public and Private Sewers and Drains and the Disposal of Sewage and the Discharge of Waters and Waste into the Medicine Hat Sewer System

Sponsor - Energy & Utilities Committee

- (6.3.) Bylaw #4652 a Bylaw of the City of Medicine Hat to amend Bylaw #1805, The Waste Bylaw

Sponsor - Energy & Utilities Division

- (6.4.) Bylaw #4653 a Bylaw of the City of Medicine Hat to amend Bylaw #2489, the Gas Utility Bylaw

Sponsor - Energy & Utilities Division

- (6.5.) Bylaw #4654 a Bylaw of the City of Medicine Hat to amend Bylaw #2244, the Electric Utility Bylaw

Sponsor - Energy & Utilities Committee

7. REPORTS

- (7.1.) Administrative Committee Meeting - November 18, 2020

1. RFP Recommendation: EU20-103-WTP Residuals Management Facility (RMF) Engineering Services

- (7.2.) Energy & Utilities Committee Meeting - November 19, 2020

1. Motion to Close the Meeting to the Public

- (7.3.) Public Services Committee Meeting - November 23, 2020

1. Urban Environment and Recreation Advisory Board - Sports Wall of Fame Recommendations
2. Community Vibrancy Grant Distribution
3. Medicine Hat Public Library: 2021-2025 Plan of Service

(7.4.) Administrative Committee Meeting - November 25, 2020

1. Off-Site Levy Municipal Development Subsidy
2. Tender Recommendation: EU20-123-12 Street SW and 17 Street SW Water and Sanitary Main Replacement

(7.5.) Administrative & Legislative Review Committee - November 27, 2020

1. Municipal Election 2021: Resolutions Required by the Local Authorities Election Act

(7.6.) Administrative Committee Meeting - December 2, 2020

1. Amended 2021 Tax Supported and Invest Medicine Hat Budgets and Divisional Realignment

8. REPORT(S) FOR RECEPTION

(8.1.) Municipal Planning Commission Meeting - October 28, 2020

(8.2.) Heritage Resources Committee Meeting - November 10, 2020

(8.3.) Police Commission Meeting - November 19, 2020

9. BYLAW(S) FOR SECOND AND THIRD READINGS

(9.1.) Bylaw #4649 a Bylaw of the City of Medicine Hat to amend Bylaw #3472, the Escort Service Bylaw

Sponsor - Development & Infrastructure Committee

10. NEW BYLAWS

(10.1.) Bylaw #4656, a Bylaw of the City of Medicine Hat to amend Bylaw #4168, the Land Use Bylaw

Sponsor - Municipal Planning Commission

11. NOTICE(S) OF MOTION

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

13. ADJOURNMENT

14. NEXT CITY COUNCIL MEETING: DECEMBER 21, 2020

**MINUTES OF THE REGULAR MEDICINE HAT
CITY COUNCIL MEETING
HELD ON MONDAY, NOVEMBER 16, 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 (via telephone)
D. Egert, Commissioner of Corporate Services (via telephone)
B. Maynes, Commissioner of Energy & Utilities (via telephone)
S. Schwarzenberger, Commissioner of Development & Infrastructure
(via telephone)
B. Bullock, Acting City Solicitor, (via telephone) A. Cruickshank,
City Clerk and K. Eden, Assistant City Clerk

1. MOTION TO CLOSE THE MEETING TO THE PUBLIC

(1.1.) In-Camera Reports

Development & Infrastructure Division Business Items (FOIP
s.24)
Public Services Division Business Items (FOIP s.24)
Corporate Services Division Items (FOIP s.24)
Finance Items (FOIP s.24)

Councillor R. Dumanowski - Councillor J. Friesen moved that City Council close the meeting to the public at 3:30 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.

2. ADOPTION OF THE AGENDA

Hearing no objection, the Mayor declared the agenda of the November 16, 2020 Regular City Council Meeting adopted as presented.

3. **ADOPTION OF THE MINUTES**

(3.1.) **Medicine Hat Organizational Meeting - November 2, 2020**

Hearing no objection, the Mayor declared the minutes of the November 2, 2020 Medicine Hat Organizational Meeting adopted as presented.

(3.2.) **Medicine Hat Regular City Council Meeting - November 2, 2020**

Hearing no objection, the Mayor declared the minutes of the November 2, 2020 Regular City Council Meeting adopted as presented.

4. **PRESENTATION(S)**

(4.1.) **COVID-19 Update - Merrick Brown, Director, HSE & Emergency Management**

Merrick Brown, Director, HSE & Emergency Management provided Council with a review of the pandemic Provincial Status starting in April 2020 until November 1, 2020. Social gatherings and areas where people "let their guard down" are sources of transmission. Mr. Brown noted the City's response ensuring business continuity strategies are coordinated with focused internal contact tracing in support of Alberta Health Services efforts. In closing Mr. Brown advised that we must ensure our essential services are maintained at all times and that the public must assist in controlling this virus.

The presentation was received for information with thanks, on the motion of Councillor R. Dumanowski - Councillor J. McIntosh.

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

Carried

(4.2.) **Bylaw #4643 - 44/46 Somerset Road SE - Kent Snyder, GM, Planning & Development Services**

Kent Snyder, GM, Planning & Development Services provided Council with an overview of proposed Bylaw #4643 to rezone the property located at 44/46 Somerset Road SE from Low Density Residential District (R-LD) to Medium Density Residential District (R-MD). Mr. Snyder reviewed the proposal including the technical considerations, alignment with policy and community fit. In closing, Mr Snyder advised that staff and Municipal Planning Commission recommend City Council approve Bylaw #4643.

The presentation was received for information with thanks, on the motion of Councillor B. Varga - Councillor D. Hirsch.

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

Carried

(4.3.) Energy & Utilities Division Rate Base Utilities 2021 Budget Update - Rochelle Pancoast, GM, Utilities Business Development & Support, Jaret Dickie, Manager, Utilities Business Development & Support, Grayson Mauch, GM, Utility Distribution Systems, Pat Bohan, GM, Environmental Utilities

Jaret Dickie, Manager, Utilities Business Development & Support presented Council with an update on the Rate Base Utilities 2021 Budget. Mr. Dickie provided background on understanding utility rates, impacts on the average residential customer including the Municipal Consent and Access Fee. Although the 2021 utility rates are requesting an increase, there is still a Medicine Hat Advantage when compared to other Alberta utility rates. In closing Mr. Dickie recommended that City Council approve the 2021 Environmental Utilities Operating Budget Update, 2021 Utilities Distribution System Operating Budget Update and 2021 Utilities Business Development and Supporting Operating Budget Update with accompanying rate Bylaws.

The presentation was received for information with thanks, on the motion of Councillor J. McIntosh - Councillor J. Turner.

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

Carried

5. COMMUNICATION(S)

(5.1.) Cypress View Foundation - October 30, 2020

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

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

Carried

6. PUBLIC HEARING(S)

(6.1.) Bylaw #4643, a Bylaw of the City of Medicine Hat to amend Bylaw #4168, the Land Use Bylaw

Sponsor - Municipal Planning Commission

Councillor B. Varga, seconded by Councillor D. Hirsch, moved that Bylaw #4643 be read a second time.

Mayor Clugston opened the Public Hearing and inquired three times if anyone wished to speak.

Imran Ahmed, owner of 44/46 Somerset Road SE spoke for Bylaw #4643. Mr. Ahmed outlined his proposal with a conceptual plan for a 4 unit development. The plans include 5 to 6 parking stalls on site with a bi-level style design. Photos showing front/rear and right/left elevations were provided as well as floor plans. Mr. Ahmed noted the proposal aligns with the new Municipal Development Plan and the Area Structure Plan. Dimension of the lot size is approximately 7000 sq ft with the proposed units approximately 1500 sq ft. Mr. Ahmed addressed concerns regarding on street parking that was provided in the submissions.

Shane and Dione Todd, owners of 40 Somerset Road SE spoke against Bylaw #4643. Mr. Todd noted that the proposed development would greatly reduce the enjoyment and value of their property having built a stylish upscale home. Concerns regarding parking congestion and road safety were outlined due to an existing apartment building located on Southlands Blvd. as well as the subject property being located on a curve. Concerns were also raised regarding the future development that could appear adjacent to the lot only to further increase parking congestion and lack of space for placement of garbage and recycling bins.

The Public Hearing was then closed.

The motion for second reading was voted on and:

For: 5; Against: 4; Absent: 0

Voting Against: Mayor T. Clugston, Cllr. R. Dumanowski, Cllr. J. Friesen, Cllr. K. Samraj

Carried

Councillor B. Varga, seconded by Councillor D. Hirsch moved that Bylaw #4643 be read a third time and passed.

For: 5; Against: 4; Absent: 0

Voting Against: Mayor T. Clugston, Cllr. R. Dumanowski, Cllr. J. Friesen, Cllr. K. Samraj

Carried

7. **REPORTS**

(7.1.) **Administrative Committee Meeting - November 4, 2020**

1. Natural Gas & Petroleum Resources (NGPR) Assest Management

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

Medicine City Council - Monday, November 16, 2020

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

Carried

(7.2.) Development & Infrastructure Committee Meeting - November 4, 2020

1. Planning & Development Services 2021 - 2022 Fees and Charges

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

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

Carried

(7.3.) Public Services Committee Meeting - November 9, 2020

1. Review/Restructuring of Advisory Boards and Committees

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

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

Carried

(7.4.) Corporate Services Committee Meeting - November 10, 2020

1. Assessment Complaint Filing Fees - Bylaw #4640
2. Establishment of Fixed Rate Tax Penalties and Tax Discount Rates- Bylaw #4641 and Bylaw #4642

The recommendations in the report were received for adoption on the motion of Councillor D. Hirsch - Councillor B. Varga

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

Carried

(7.5.) Administrative Committee Meeting - November 12, 2020

1. 2021 Utility Distribution Systems Operating Budget Update
2. 2021 Environmental Utilities Operating Budget Update
3. 2021 Utilities Business Development and Support Operating Budget Update
4. Saratoga Park Municipal Historic Area Designation

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

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

Carried

8. **NEW BYLAWS**

(8.1.) **Bylaw #4640 a Bylaw of the City of Medicine Hat to amend Bylaw #3968, the Assessment Review Board Bylaw**

Sponsor - Corporate Services Committee

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved for leave to introduce Bylaw #4640 and that it be read a first time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved that Bylaw #4640 be read a second time.

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

Carried

Councillor R. Dumanowski - Councillor D. Hirsch, moved that unanimous consent be given to a third reading of Bylaw #4640 at this time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved that Bylaw #4640 be read a third time and passed.

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

Carried

(8.2.) **Bylaw #4641 a Bylaw of the City of Medicine Hat to amend Bylaw #3191, the Tax Penalties Bylaw**

Sponsor - Corporate Services Committee

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved for leave to introduce Bylaw #4641 and that it be read a first time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved that Bylaw #4641 be read a second time.

For: 7; Against: 2; Absent: 0
Voting Against: Mayor T. Clugston, Cllr. J. Friesen

Carried

Councillor R. Dumanowski - Councillor D. Hirsch, moved that unanimous consent be given to a third reading of Bylaw #4641 at this time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved that Bylaw #4641 be read a third time and passed.

For: 7; Against: 2; Absent: 0
Voting Against: Mayor T. Clugston, Cllr. J. Friesen

Carried

(8.3.) Bylaw #4642 a Bylaw of the City of Medicine Hat to amend Bylaw #3198, The Tax Discount Bylaw

Sponsor - Corporate Services Committee

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved for leave to introduce Bylaw #4642 and that it be read a first time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved that Bylaw #4642 be read a second time.

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

Carried

Councillor R. Dumanowski - Councillor D. Hirsch, moved that unanimous consent be given to a third reading of Bylaw #4642 at this time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved that Bylaw #4642 be read a third time and passed.

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

Carried

(8.4.) **Bylaw #4645 a Bylaw of the City of Medicine Hat to designate a specific part of the City of Medicine Hat as a Municipal Historic Area**

Sponsor - Heritage Resources Committee

Councillor J. McIntosh, seconded by Councillor D. Hirsch, moved for leave to introduce Bylaw #4645 and that it be read a first time.

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

Carried

Councillor J. McIntosh, seconded by Councillor D. Hirsch, moved that Bylaw #4645 be read a second time.

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

Carried

Councillor J. McIntosh - Councillor D. Hirsch, moved that unanimous consent be given to a third reading of Bylaw #4645 at this time.

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

Carried

Councillor J. McIntosh, seconded by Councillor D. Hirsch, moved that Bylaw #4645 be read a third time and passed.

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

Carried

(8.5.) **Bylaw #4646 a Bylaw of the City of Medicine Hat to amend Bylaw #4438, the Safety Codes Permit Bylaw**

Sponsor - Development & Infrastructure Committee

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved for leave to introduce Bylaw #4646 and that it be read a first time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved that Bylaw #4646 be read a second time.

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

Carried

Councillor R. Dumanowski - Councillor J. Friesen, moved that unanimous consent be given to a third reading of Bylaw #4646 at this time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved that Bylaw #4646 be read a third time and passed.

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

Carried

(8.6.) **Bylaw #4647 a Bylaw of the City of Medicine Hat to amend Bylaw #2300, the Amusement Arcade and Billiard Room Bylaw**

Sponsor - Development & Infrastructure Committee

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved for leave to introduce Bylaw #4647 and that it be read a first time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved that Bylaw #4647 be read a second time.

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

Carried

Councillor R. Dumanowski - Councillor J. Friesen, moved that unanimous consent be given to a third reading of Bylaw #4647 at this time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved that Bylaw #4647 be read a third time and passed.

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

Carried

(8.7.) Bylaw #4648 a Bylaw of the City of Medicine Hat to amend Bylaw #2339, the Licensing Bylaw

Sponsor - Development & Infrastructure Committee

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved for leave to introduce Bylaw #4648 and that it be read a first time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved that Bylaw #4648 be read a second time.

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

Carried

Councillor R. Dumanowski - Councillor J. Friesen, moved that unanimous consent be given to a third reading of Bylaw #4648 at this time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved that Bylaw #4648 be read a third time and passed.

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

Carried

- (8.8.) **Bylaw #4649 a Bylaw of the City of Medicine Hat to amend Bylaw #3472, the Escort Service Bylaw**

Sponsor - Development & Infrastructure Committee

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved for leave to introduce Bylaw #4649 and that it be read a first time.

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

Carried

- (8.9.) **Bylaw #4650 a Bylaw of the City of Medicine Hat to amend Bylaw #2379, the Water Service Bylaw**

Sponsor - Energy & Utilities Committee

Councillor P. Turnbull, seconded by Councillor J. McIntosh, moved for leave to introduce Bylaw #4650 and that it be read a first time.

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

Carried

- (8.10.) **Bylaw #4651 a Bylaw of the City of Medicine Hat to amend Bylaw #1541, regulating the use of Public and Private Sewers and Drains and the Disposal of Sewage and the Discharge of Waters and Waste into the Medicine Hat Sewer System**

Sponsor - Energy & Utilities Committee

Councillor P. Turnbull, seconded by Councillor J. McIntosh, moved for leave to introduce Bylaw #4651 and that it be read a first time.

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

Carried

- (8.11.) **Bylaw #4652 a Bylaw of the City of Medicine Hat to amend Bylaw #1805, The Waste Bylaw**

Sponsor - Energy & Utilities Division

Councillor P. Turnbull, seconded by Councillor J. McIntosh, moved for leave to introduce Bylaw #4652 and that it be read a first time.

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

Carried

(8.12.) **Bylaw #4653 a Bylaw of the City of Medicine Hat to amend Bylaw #2489, the Gas Utility Bylaw**

Sponsor - Energy & Utilities Division

Councillor P. Turnbull, seconded by Councillor J. McIntosh, moved for leave to introduce Bylaw #4653 and that it be read a first time.

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

Carried

(8.13.) **Bylaw #4654 a Bylaw of the City of Medicine Hat to amend Bylaw #2244, the Electric Utility Bylaw**

Sponsor - Energy & Utilities Committee

Councillor P. Turnbull, seconded by Councillor J. McIntosh, moved for leave to introduce Bylaw #4654 and that it be read a first time.

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

Carried

(8.14.) **Bylaw #4655 a Bylaw of the City of Medicine Hat to amend Bylaw #4617, the Vehicle for Hire Bylaw**

Sponsor - Development & Infrastructure Committee

Councillor P. Turnbull, seconded by Councillor J. McIntosh, moved for leave to introduce Bylaw #4655 and that it be read a first time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved that Bylaw #4655 be read a second time.

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

Carried

Councillor R. Dumanowski - Councillor J. Friesen, moved that unanimous consent be given to a third reading of Bylaw #4655 at this time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor J. Friesen, moved that Bylaw #4655 be read a third time and passed.

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

Carried

9. **NOTICE(S) OF MOTION**

There were no Notices of Motion received.

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

(10.1.) **Ratification of Appointment of Police Chief - Cllr. J. Friesen & Cllr. R. Dumanowski**

Councillor J. Friesen - Councillor R. Dumanowski moved that City Council adopt the following Motion.

WHEREAS Section 36 of the Police Act states that, "The commission shall, for a police service, (a) appoint the chief of police" and that "The initial appointment of any individual as chief of police must be ratified by council.", and;

WHEREAS the Medicine Hat Police Commission has completed a rigorous recruitment and selection process, and appoints Mr. Mike Worden as Chief of Police – Medicine Hat Police Service, effective January 4, 2021;

THEREFORE I move that City Council ratify the Medicine Hat Police Commission's appointment of Mr. Mike Worden as Chief of Police – Medicine Hat Police Service, effective January 4, 2021, subject to execution of an employment agreement in a form and content satisfactory to Mr. Mike Worden, the Medicine Hat Police Commission and the City of Medicine Hat.

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

Carried

(10.2.) **Saamis Heights 7 - Sale of Land**

Councillor R. Dumanowski - Councillor J. Friesen moved that City Council authorize the execution of the Purchase and Sale Agreement with the Land Developer for the sale of the 96 lots in Saamis Heights that contains the terms as outlined in the Briefing Note dated November 12, 2020.

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

Carried

Medicine City Council - Monday, November 16, 2020

11. **ADJOURNMENT**

The meeting adjourned at 9:30 p.m.

12. **NEXT CITY COUNCIL MEETING: DECEMBER 7, 2020**

Adopted by City Council on December 7, 2020.

MAYOR TED CLUGSTON, CHAIR

ANGELA CRUICKSHANK, CITY CLERK

**MINUTES OF THE SPECIAL MEDICINE HAT
CITY COUNCIL MEETING
HELD ON WEDNESDAY, DECEMBER 2, 2020 AT 5:00 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 (via telephone)
D. Egert, Commissioner of Corporate Services (via telephone)
B. Maynes, Commissioner of Energy & Utilities (via telephone)
S. Schwarzenberger, Commissioner of Development & Infrastructure
(via telephone)
B. Bullock, Acting City Solicitor, J. Freeman, Solicitor,
A. Cruickshank, City Clerk
and K. Eden, Assistant City Clerk

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

(1.1.) **In-Camera Reports**

Corporate Services Business (FOIP s.24, 27, 29)

Councillor J. McIntosh - Councillor R. Dumanowski moved that City Council close the meeting to the public at 3:45 p.m. to discuss items pursuant to the Freedom of Information and Protection of Privacy Act and reconvene for the Open Meeting at 5:00 p.m. in Council Chambers.

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

Carried

2. **ADOPTION OF THE AGENDA**

Councillor J. Friesen - Councillor B. Varga moved that City Council adopt the agenda as presented.

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

Carried

3. **NEW BYLAWS**

(3.1.) **Bylaw #4637 a Bylaw of the City of Medicine Hat to impose temporary regulations requiring the wearing of Face Coverings within Public Places and Public Vehicles**

Sponsor - Corporate Services Committee

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved for leave to introduce Bylaw #4637 and that it be read a first time.

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

Carried

Councillor J. McIntosh - Councillor J. Friesen moved that City Council amend Bylaw #4637 section 8 to read "This Bylaw is repealed on March 4, 2021, unless extended by City Council."

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

Carried

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved that Bylaw #4637 be read a second time as amended.

For: 6; Against: 3; Absent: 0
Voting Against: Mayor T. Clugston, Cllr. K. Samraj, Cllr. J. Turner

Carried

Councillor R. Dumanowski - Councillor D. Hirsch, moved that unanimous consent be given to a third reading of Bylaw #4637 at this time.

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

Carried

Councillor R. Dumanowski, seconded by Councillor D. Hirsch, moved that Bylaw #4637 be read a third time and passed.

For: 6; Against: 3; Absent: 0

Voting Against: Mayor T. Clugston, Cllr. K. Samraj, Cllr. J. Turner

Carried

6. **NOTICE(S) OF MOTION**

There were no Notices of Motion received.

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

There were no New Business Items.

8. **ADJOURNMENT**

The meeting adjourned at 5:34 p.m.

9. **NEXT CITY COUNCIL MEETING: DECEMBER 7, 2020**

Adopted by City Council on December 7, 2020

MAYOR TED CLUGSTON, CHAIR

ANGELA CRUICKSHANK, CITY CLERK

BACKGROUND INFORMATION REPORT

BYLAW #4639

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

First Reading of Bylaw #4639 was given on November 2, 2020. Legal advertising was done on November 7, 2020 and November 14, 2020. No submissions were received.

ATTACHMENTS

1. Bylaw #4639
2. Extract of Minutes of the Municipal Planning Commission October 28, 2020
3. Briefing Note, Municipal Planning Commission – October 28, 2020

BYLAW NO. 4639

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

WHEREAS the land shown on the Location Map in Appendix "A" to this Bylaw with the dimensions of 22.9m X 59.3m and legally described as Block 1, Plan 8310543 (hereinafter referred to as the "subject land") is presently designated as Medium Density Residential District (R-MD);

AND WHEREAS a land use bylaw amendment application has been submitted to re-designate the subject land as Low Density Residential District (R-LD) 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 Land Use Bylaw amendments, 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 the 7th day of December, 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 No. 4639.
2. Bylaw No. 4168, being the City of Medicine Hat Land Use Bylaw, is amended by re-designating the subject land as Low Density Residential District (R-LD) as shown in Schedule "A".
3. This Bylaw comes into force on the date it is passed.

READ A FIRST TIME in open Council on November 2, 2020.

READ A SECOND TIME in open Council on _____

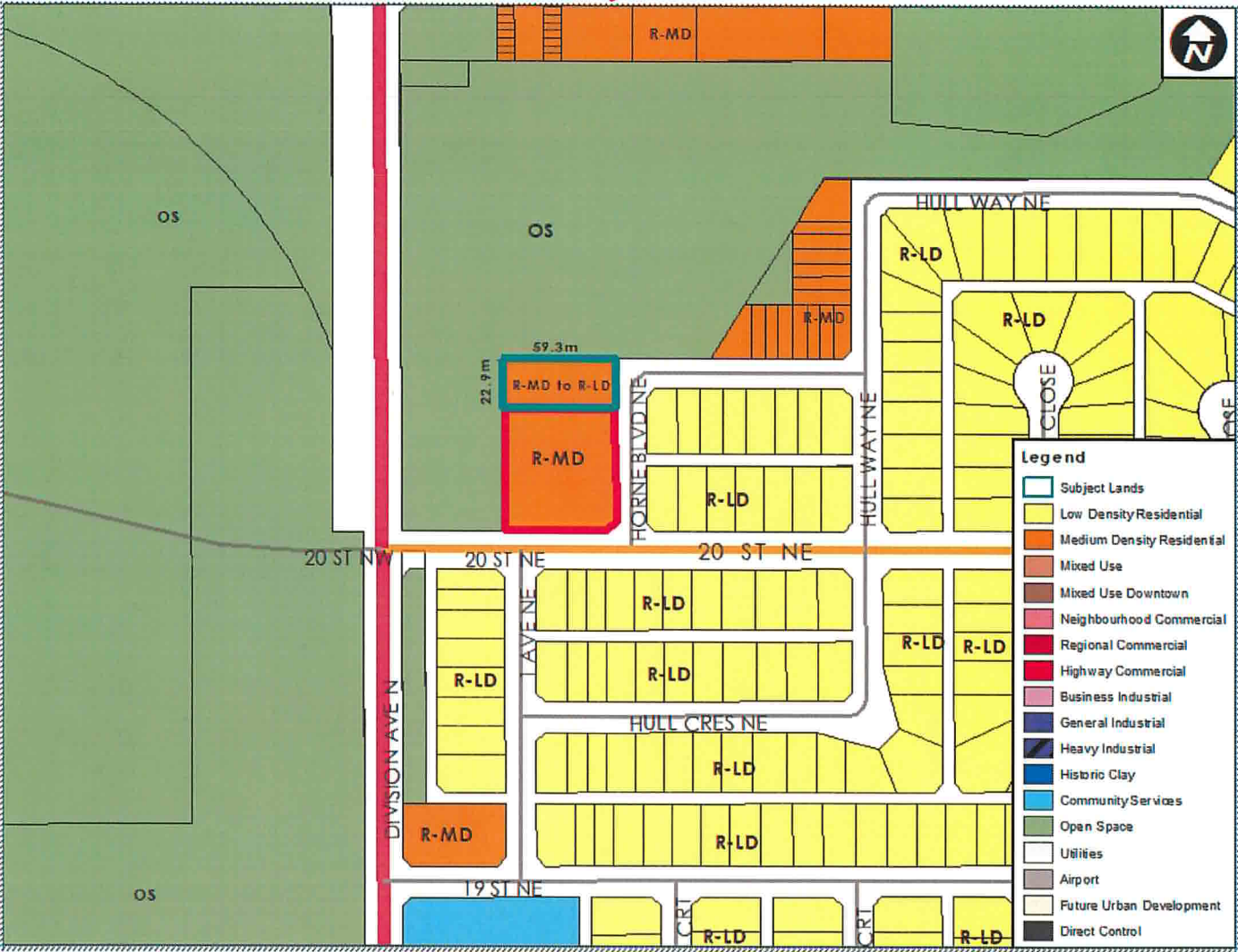
READ A THIRD TIME in open Council on _____

SIGNED AND PASSED on _____

MAYOR: Keith E. (Ted) Clugston

CITY CLERK: Angela Cruickshank

Schedule "A" – Bylaw No. 4639



BYLAW NO. 4639
SUBJECT LAND: BLOCK 1; PLAN 8310543
104 - 20 STREET NE

LAND USE BYLAW AMENDMENT

R-MD – Medium Density Residential District
To
R-LD – Low Density Residential District

**EXCERPT FROM MINUTES OF THE MUNICIPAL PLANNING COMMISSION
MEETING HELD ON WEDNESDAY, OCTOBER 28, 2020
AT 2:30 P.M. IN CITY HALL, COUNCIL CHAMBERS**

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: M. Baruwa, Senior Development Officer – P&DS
K. Friesen, Administrative Support – P&DS
E. Onoferychuk, Superintendent of Planning Implementation – P&DS
K. Snyder, General Manager – P&DS

4. LAND USE BYLAW AMENDMENT(S)

4.1 BYLAW NO. 4639 – TO REZONE 25% OF 104 - 20 STREET NE FROM MEDIUM DENSITY RESIDENTIAL (R-MD) TO LOW DENSITY RESIDENTIAL (R-LD).

Moved by P. Vanderham, seconded by G. Johnson

IT IS RECOMMENDED THROUGH THE MUNICIPAL PLANNING COMMISSION THAT CITY COUNCIL APPROVE BYLAW NO. 4639 TO REZONE 25% OF 104 - 20 STREET NE FROM MEDIUM DENSITY RESIDENTIAL (R-MD) TO LOW DENSITY RESIDENTIAL (R-LD).

CARRIED

ISSUE:

The land owners are proposing an amendment to Land Use Bylaw (LUB) No. 4168 to rezone part (25%) of the subject land (104 - 20 Street NE) from Medium Density Residential District (R-MD) to Low Density Residential District (R-LD) to allow for the development of a single detached house.

RECOMMENDATION:

It is recommended through the Municipal Planning Commission that City Council approve Bylaw No. 4639 to rezone 25% the subject land to R-LD.

COUNCIL STRATEGIC PRIORITY:

Economic Vitality

The proposed rezoning will help achieve City Council’s Strategic Priority of Economic Vitality by allowing the property owners to pursue their business aspirations. The proposal will enhance economic vibrancy, prioritize mature neighbourhood with focus on diversified economy, and generate additional property taxes through private development.

KEY RISKS:

Health, Safety and Environmental Impact:

All health, safety, and environmental considerations will be assessed as part of the standard application processes for a Development Permit (DP).

Financial Impact:

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

Legal / Policy Impact:

The rezoning application proposes that 25% of the parcel be rezoned to R-LD to accommodate a single detached house and the remainder of the parcel will remain zoned as R-MD. This proposal is generally aligned with the new Municipal Development Plan (MDP) policy direction. The remaining R-MD parcel will be developed as a multi-family residential development in the future to align with the direction and intent of the MDP. Intensification of such sites can achieve several positive benefits as outlined in the MDP such as:

- Increasing population densities in existing urban areas, less greenfield land will be required for new housing, which means less conversion of agricultural and natural lands.
- Research shows that when density increases beyond a certain level, automobile use declines in favour of transit, walking and cycling. This can contribute to fuel savings, healthier residents, more social activities and reduces emissions.

Where infrastructural capacity exists in developed areas or may be increased at manageable cost, adding more development and people to these areas makes more efficient use of existing infrastructure such as underground services and fire stations. It also makes better use of “soft” infrastructure such as public schools and social services.

Public Implications:

A Public Hearing is required to provide input on the proposed amendment.

BACKGROUND:

The original application was to rezone the whole parcel to R-LD to construct single detached houses. This proposal was not in alignment with the direction of the MDP, which has identified the subject site as one of the strategic locations within the Urban Intensification Areas. The subject site is at the edge of the North Urban Village, considered as a Node of denser development in the MDP. The intent of Urban Intensification “may be described as adding (more homes and/or businesses) to established or mature areas of a city which are currently unused or underutilized”. The intent of the North Urban Village is to “provide denser areas where people tend to shop, eat and gather”. The Urban Villages should complement and enhance the existing primary function of the existing locations (i.e. shopping, recreation, healthcare, entertainment) to create a multi-purpose destination. Where We Grow, Policy 3.1 of the MDP identifies that strategic locations within the city should be transitioned into Nodes of denser development. In addition, the subject parcel is in close proximity to Division Avenue N, which has been identified as an intensification corridor in the MDP, which further re-enforces that this vacant development site is intended to be developed at a higher density level.

Staff were not disposed with the proposal to rezone the whole parcel to R-LD. The Applicants consequently revised their application to allow 25% of the lot to be rezoned to R-LD for the proposed development of a single detached house and the remaining 75% would remain zoned R-MD and developed in future as a multi-family residential development. Having a majority of the parcel remain R-MD, would allow this proposal to be aligned with the policy direction of the MDP. If Council approves the rezoning, a subdivision would be required to separate the R-LD lot from the remainder of the parcel.

Figure 1 – Aerial Image of the Subject Land Showing 25% partition to R-LD



Technical Coordinating Committee Circulation

TCC did not object to the rezoning as a significant portion of the site would remain R-MD.

Analysis

The proposed rezoning of 25% of the site to R-LD does not fulfill density requirement envisioned in the MDP. However, the Applicant has a proposal for a multi-family residential development in future on the remaining 75% of the parcel (approximately 4068m²). The proposed multi-family development would provide the required intensification, which would complement nearby residential, commercial, recreational and institutional uses. Additionally, its close proximity to schools, recreational areas, cultural, entertainment and transit facilities would maximize the benefits associated with its strategic location. These features would enhance the developmental potentials of the site as R-MD parcel in addition to complement the North Urban Villages. The proposal to rezone 25% of the parcel to R-LD is generally compliant with the LUB and is not in conflict with neighbourhood context.

Neighbourhood Context

The zoning and development pattern adjacent to the subject land includes:

- To the immediate north is Open Space (OS) District. Further north is the location of the Northland’s commercial hub providing varieties of Retail and Consumer Services, Restaurants, Business and Professional Services, Business Support Services, Health Care Services and Mixed Use developments, Medium Density and Low Density developments.
- To the east is primarily R-LD development.
- To the immediate south is R-LD and pockets of R-MD. Located further south is the Community Services District (CS) providing social services, recreational services, educational and governmental services such as, Crescent Heights High School, McCoy High School, Webster Niblock Public School, and the Hockey Hounds Recreation Centre.
- To the west is Open Space (OS) District providing varieties of Recreation Facilities such as, the Family Leisure Centre and the adjoining (OS) with landscaped parks adjacent to the site.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

- **Option 1:** Leave as is with no rezoning to any part of the lot. Since the property owners seek to develop a single detached house using part of the lot, this option is not recommended as a single detached house is not a listed use in the R-MD District. The option to retain 75% of the parcel’s existing zoning still aligns with MDP policy and the LUB. This option will also satisfy the landowner’s aspirations to develop their residence, then a multi-unit residential development in the near future.
- **Option 2:** Rezone the land to a Direct Control (DC) District. This option is appropriate if City Council desired for the proposed development to proceed, but wanted to have greater design control and allow for a Public Hearing at the DP stage. This option is not recommended as the subject site can be adequately managed within the existing LUB regulations. Additionally, developments in DC Districts add greater length to the approval schedule and process complexity for developers.

IMPLEMENTATION PLAN:

Subject to City Council approval, the applicant will be required to obtain the necessary Permit approvals prior to commencing construction.

| | | |
|--------------------------------|---|------------------|
| PREPARED BY & DATE: | Munir Baruwa, Sr. Development Officer - Planning & Development Services | October 22, 2020 |
| REVIEWED BY & DATE: | Erin Onoferychuk, Superintendent of Planning Implementation – Planning & Development Services Imran Ahmed, Manager of Development Services - Planning & Development Services | |
| APPROVED BY & DATE: | Kent Snyder, General Manager - Planning & Development Services | |
| ATTACHMENTS: | None | |

BACKGROUND INFORMATION REPORT

BYLAW #4650

A BYLAW OF THE CITY OF MEDICINE HAT TO AMEND BYLAW #2379, THE WATER SERVICE BYLAW.

First Reading of Bylaw #4650 was given on November 16, 2020. Advertising was done on November 21, 2020 and November 28, 2020. No submissions were received.

ATTACHMENTS

1. Bylaw #4650
2. Excerpt of the Administrative Committee Meeting – November 12, 2020

BYLAW NO. 4650

A BYLAW OF THE CITY OF MEDICINE HAT to amend Bylaw No. 2379, the Water Service Bylaw.

WHEREAS it is considered advisable to amend certain fees, rates and charges set out in Schedule "A" to the Water Service Bylaw No. 2379.

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

1. Bylaw No. 2379, the Water Service Bylaw, is hereby amended.
2. Schedule "A" is repealed and replaced by Schedule "A" attached to this Bylaw.
3. This Bylaw will come into force on January 1, 2021.

READ A FIRST TIME in open Council on November 16, 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

SCHEDULE "A" TO BYLAW NO. 2379
AS AMENDED BY BYLAW NO. 4650 – DECEMBER 7, 2020
(EFFECTIVE JANUARY 1, 2021)

THE WATER SERVICE BYLAW OF THE CITY OF MEDICINE HAT

1. CLASS "A" RATES FOR METERED SERVICES (OTHER THAN AQUIFER):

Base Rate, irrespective of consumption: \$0.9343 per day

In addition to the Base Rate, the amount payable by each Consumer per cubic metre (m³) of water used is:

- (a) \$1.1413/m³ or
- (b) for water purchased by a non-resident Consumer:*
 - (i) \$1.3658/m³ plus

* The term "non-resident Consumer" means the Cypress County, the Green Valley Water Association and the Roytal Water Users' Association, regardless of whether the water purchased by these Consumers is used inside or outside the corporate boundaries of the City of Medicine Hat, and any other Consumer purchasing water for use outside the corporate boundaries of the City of Medicine Hat.

2. CLASS "B" TEMPORARY USE RATE:

| EFFECTIVE JANUARY 1, 2019 | EFFECTIVE JANUARY 1, 2020 | EFFECTIVE JANUARY 1, 2021 | EFFECTIVE JANUARY 1, 2022 |
|------------------------------|------------------------------|------------------------------|------------------------------|
| \$2.0061 per day | \$2.0462 per day | \$2.0871 per day | \$2.1288 per day |

3. CLASS "C" INSTALLATION AND REMOVAL CHARGE FOR SEASONAL METER INSTALLATION:

| DESCRIPTION | EFFECTIVE JANUARY 1, 2019 | EFFECTIVE JANUARY 1, 2020 | EFFECTIVE JANUARY 1, 2021 | EFFECTIVE JANUARY 1, 2022 |
|-----------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 15mm (5/8") Service | \$58.65 | \$61.14 | \$63.74 | \$66.45 |
| 20mm (3/4") Service | \$58.65 | \$61.14 | \$63.74 | \$66.45 |
| 25mm (1") Service | \$58.65 | \$61.14 | \$63.74 | \$66.45 |
| 32mm (1 1/4") Service | \$70.34 | \$73.33 | \$76.45 | \$79.70 |

| DESCRIPTION | EFFECTIVE JANUARY 1, 2019 | EFFECTIVE JANUARY 1, 2020 | EFFECTIVE JANUARY 1, 2021 | EFFECTIVE JANUARY 1, 2022 |
|---------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 38mm (1 ½") Service | \$85.04 | \$88.65 | \$92.42 | \$96.35 |
| 50mm (2") Service | \$85.04 | \$88.65 | \$92.42 | \$96.35 |
| 75mm (3") Service | \$99.70 | \$103.94 | \$108.36 | \$112.97 |
| 100mm (4") Service | \$99.70 | \$103.94 | \$108.36 | \$112.97 |

4. CLASS "D" STANDBY CHARGE:

(Applicable to all buildings situated on City Water Lines but not connected to them.)
\$0.0246 per square metre of building area/day

5. CLASS "E" SERVICE CHARGE PER DAY FOR FIRE SPRINKLER SYSTEMS:

| DESCRIPTION | EFFECTIVE JANUARY 1, 2019 | EFFECTIVE JANUARY 1, 2020 | EFFECTIVE JANUARY 1, 2021 | EFFECTIVE JANUARY 1, 2022 |
|--|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 50mm (2") System | \$0.3071 | \$0.3132 | \$0.3195 | \$0.3259 |
| 75mm (3") System | \$0.4100 | \$0.4182 | \$0.4266 | \$0.4351 |
| 100mm (4") System | \$0.5148 | \$0.5251 | \$0.5356 | \$0.5463 |
| 150mm (6") System | \$0.6157 | \$0.6280 | \$0.6406 | \$0.6534 |
| 200mm (8") System | \$0.7221 | \$0.7365 | \$0.7512 | \$0.7662 |
| 250mm (10") System | \$0.8164 | \$0.8327 | \$0.8494 | \$0.8664 |
| 300mm (12") System | \$0.9560 | \$0.9751 | \$0.9946 | \$1.0145 |
| Individual Fire Hydrants (on private property) | \$0.5651 | \$0.5764 | \$0.5879 | \$0.5997 |

6. CLASS "F" AQUIFER RATE

For all water drawn from the "Police Point Aquifer" (Reference: Licence #07997, File #16713-2 under the *Water Act*) the rate is \$0.3816/m³ of water used.

7. MISCELLANEOUS FEES, RATES AND CHARGES

| BYLAW SECTION | DESCRIPTION | EFFECTIVE JANUARY 1, 2019 | EFFECTIVE JANUARY 1, 2020 | EFFECTIVE JANUARY 1, 2021 | EFFECTIVE JANUARY 1, 2022 |
|----------------------|--|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| 10(b)(i) | Deposit for use of hydrant | \$400.00 | \$405.00 | \$415.00 | \$420.00 |
| 10(b)(v) | Minimum charge for use of hydrant | \$113.00 | \$115.00 | \$118.00 | \$120.00 |
| 13(e) | Private Fire Service per day | \$0.5651 | \$0.5764 | \$0.5879 | \$0.5997 |
| 16 | Disconnection of service in pavement | \$2,750.00 | \$2,825.00 | \$2,900.00 | \$2,950.00 |
| 16 | Disconnection of service other than pavement | \$2,020.00 | \$2,050.00 | \$2,100.00 | \$2,150.00 |
| 21(a) | Thawing frozen service (per hour) | \$105.00 | \$107.00 | \$110.00 | \$112.00 |
| 22(a) | Meter repair or replacement costs for meters shall be billed at cost of labour and materials | Actual Cost | Actual Cost | Actual Cost | Actual Cost |
| 22(d)(iii) | 20mm water meter initial installation | \$98.00 | \$100.00 | \$102.00 | \$104.00 |
| 22(d)(iii) | 20mm water meter replacement | \$118.00 | \$120.00 | \$122.00 | \$125.00 |
| 22(d)(iii) | 25mm water meter initial installation | \$150.00 | \$154.00 | \$157.00 | \$160.00 |
| 22(d)(iii) | 25mm water meter replacement | \$166.72 | \$170.05 | \$173.45 | \$176.92 |
| 31 | Dispute Meter Test Residential* | \$175.00 | \$175.00 | \$175.00 | \$175.00 |

| BYLAW SECTION | DESCRIPTION | EFFECTIVE JANUARY 1, 2019 | EFFECTIVE JANUARY 1, 2020 | EFFECTIVE JANUARY 1, 2021 | EFFECTIVE JANUARY 1, 2022 |
|---------------|---|---------------------------|---------------------------|---------------------------|---------------------------|
| 31 | Dispute Meter Test Commercial* | \$225.00 | \$225.00 | \$225.00 | \$225.00 |
| 34 | Deposit for temporary water supply | \$61.02 | \$62.24 | \$63.48 | \$64.75 |
| 35(b) | Disconnection of Service | \$63.00 | \$64.25 | \$65.50 | \$66.75 |
| 35(b) | Reconnection of Service | \$63.00 | \$64.25 | \$65.50 | \$66.75 |
| 36 | Application Fee | \$15.00 | \$15.00 | \$15.00 | \$15.00 |
| 41(b) | Disconnection warning notice | \$20.00 | \$20.00 | \$20.00 | \$20.00 |
| 41(c) | Disconnection of Service | \$63.00 | \$64.25 | \$65.50 | \$66.75 |
| 41(c) | Reconnection of Service | \$63.00 | \$64.25 | \$65.50 | \$66.75 |
| 41.1 | Non-attendance after appointment has been scheduled | \$71.50 | \$73.00 | \$74.50 | \$76.00 |
| | | | | | |

*If the meter is tested by a third party, the fee shall be the cost of the third party test plus shipping, if applicable.

NOTE: WHEREVER APPLICABLE, THE GOODS AND SERVICES TAX SHALL BE ADDED TO THE FEES, RATES, CHARGES OR OTHER AMOUNTS PAYABLE TO THE CITY PURSUANT TO THE PROVISIONS OF THIS BYLAW (SEE BYLAW NO. 2716)

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

PRESENT: B. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
D. Egert, Commissioner of Corporate Services
B. Mastel, Commissioner of Public Services
G. Mauch, Acting Commissioner of Energy & Utilities
S. Schwarzenberger, Commissioner of Development & Infrastructure
L. Clark, Acting City Solicitor (*via telephone*)
A. Cruickshank, City Clerk

ALSO PRESENT: C. Graham, Director of Marketing & Communications - Invest Medicine Hat (*via telephone*)

2. **2021 Environmental Utilities Operating Budget Update** (Appendix B)

Administrative Committee referred the item to Council for adoption.

ADOPTION

BRIEFING NOTE

DECISION

2021 ENVIRONMENTAL UTILITIES OPERATING BUDGET UPDATE

NOVEMBER 12, 2020

ISSUE:

Approval of the 2021 Environmental Utilities Operating Budget update.

RECOMMENDATION:

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

- a) 2021 Environmental Utilities Operating Revenue and Expenditure Budget update.
- b) Environmental Utilities Rates for 2021 subject to passing of the Water, Sewer, and Solid Waste Rate Bylaws.

COUNCIL STRATEGIC PRIORITY:

Fiscal Responsibility & Infrastructure Renewal

The key focus of the proposed budget updates is sustainable long-term infrastructure management to effectively deliver service to customers in a safe, reliable manner.

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

The Operating Budgets and Tangible Capital Asset Budgets were developed based on industry best practices, standards and current provincial and federal regulations to ensure department activities meet all appropriate environmental considerations.

Financial Impact:

| | | |
|------------------------|---|---------------------------------|
| Funding Request: | Yes | If yes, amount: As noted below. |
| Budgeted Item: | Yes | Funding Source: Utility Rates |
| Funding Explanation: | Utility expenses are recovered through utility rates. | |
| Budget Amendment Form? | No | |

The 2019-2022 Energy & Utilities Division Budgets were approved by City Council on December 3, 2018. The various budget documents can be accessed through the following link: <https://medicinehat.ca/government/departments/finance/budgets>

| WATER | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|--|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 27,608 | \$ 27,132 | \$ 28,948 | \$ 28,455 |
| Expenses | \$ 23,902 | \$ 23,191 | \$ 24,982 | \$ 23,492 |
| Net income | \$ 3,706 | \$ 3,941 | \$ 3,966 | \$ 4,963 |
| Average Residential Rate Increase (15 m3 / mo) | \$ 1.34 / mo | | \$ 1.98 / mo | \$ 0.47 / mo |

APPENDIX B

| SEWER | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|-----------------------------------|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 20,695 | \$ 20,506 | \$ 23,572 | \$ 21,735 |
| Expenses | \$ 19,580 | \$ 18,634 | \$ 20,447 | \$ 18,746 |
| Net income | \$ 1,115 | \$ 1,872 | \$ 3,125 | \$ 2,989 |
| Average Residential Rate Increase | \$ 4.01 / mo | | \$ 4.37 / mo | \$ 2.55 / mo |

| SOLID WASTE | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|---|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 12,163 | \$ 12,497 | \$ 13,988 | \$ 12,341 |
| Expenses | \$ 12,019 | \$ 11,586 | \$ 12,677 | \$ 12,170 |
| Net income | \$ 144 | \$ 911 | \$ 1,311 | \$ 171 |
| Average Residential Rate Increase | \$ 1.21 / mo | \$ | \$ 0.42 / mo | \$ 0.42 / mo |
| Landfill Tipping Fee Increase (per tonne) | \$ - | | \$ 5.00 | \$ - |

Legal / Policy Impact:

Environmental Utilities Rates for 2021 subject to passing of the amended Water, Sewer, and Solid Waste Rate Bylaws.

Public Implications:

The Operating Budgets and Tangible Capital Asset Budgets were developed based on City Council's strategic priorities and in accordance with corporate policies and industry best practices.

Rate impacts will vary by customer class. The average monthly increase for residential customers will be approximately \$3.44 per month in 2021.

BACKGROUND:

The Operating Budgets and Tangible Capital Asset Budgets have been prepared based on the Environmental Utilities Business Plan that follows sound industry practices, Federal and Provincial regulations, historical activity levels and growth trends. They are in alignment with City Council's strategic priorities.

The Budgets were also based on policies that limit the Water Utility and the Sewer Utility access to grant funding. The financial strategies in the Business Plan and Budgets reflect a continuation of City Council's policy for utilities to be financially sustainable by ensuring that the 2021 revenue requirement is based on maintaining the revenue to cost ratio of 1 including a return on capital investment.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

Do not request a budget amendment and do not adjust utility rates to reflect the 2021 revenue requirements. This option is not recommended as utility rate revenue adjustments support the long-term financial sustainability of each utility.

APPENDIX B

IMPLEMENTATION PLAN:

Approval and First Reading of the Rate Bylaws November 16, 2020
 Second and Third Reading of the Rate Bylaws December 7, 2020
 Effective Date of Rates January 1, 2021

| | | |
|--------------------------------|---|------------------|
| PREPARED BY & DATE: | Pat Bohan, General Manager, Environmental Utilities | November 9, 2020 |
| APPROVED BY & DATE: | Brad Maynes, Commissioner of Energy and Utilities Division | |
| ATTACHMENTS: | | |

BACKGROUND INFORMATION REPORT

BYLAW #4651

A BYLAW OF THE CITY OF MEDICINE HAT TO AMEND BYLAW #1541, A BYLAW REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS AND THE DISPOSAL OF SEWAGE AND THE DISCHARGE OF WATERS AND WASTE INTO THE MEDICINE HAT SEWER SYSTEM.

First Reading of Bylaw #4651 was given on November 16, 2020. Advertising was done on November 21, 2020 and November 21, 2020. No submissions were received.

ATTACHMENTS

1. Bylaw #4651
2. Excerpt of the Administrative Committee Meeting – November 12, 2020

BYLAW NO. 4651

A BYLAW OF THE CITY OF MEDICINE HAT to amend Bylaw No. 1541, a bylaw of the City of Medicine Hat regulating the use of Public and Private Sewers and Drains and the Disposal of Sewage and the Discharge of Waters and Waste into the Medicine Hat Sewer System.

WHEREAS City Council considers it advisable to amend Bylaw No. 1541;

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

1. Bylaw No. 1541 is hereby amended.
2. Section 701 is amended
 - in 701(a.1)(i): by deleting “\$1.5658” and substituting “\$1.6480”;
 - in 701(a.1)(ii): by deleting “\$1.5658” and substituting “\$1.6480”;
 - in 701(a.2)(i): by deleting “1.6355” and substituting “\$1.7214”;
 - in 701(a.2)(ii): by deleting “\$1.5658” and substituting “\$1.6480”;
 - in 701(b): by deleting “\$1.6355” and substituting “\$1.7214”; and
 - in 701(c): by deleting both instances of “\$1.6355” and substituting “\$1.7214”.
3. This Bylaw will come into force on January 1, 2021.

READ A FIRST TIME in open Council on November 16, 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

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

PRESENT: B. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
D. Egert, Commissioner of Corporate Services
B. Mastel, Commissioner of Public Services
G. Mauch, Acting Commissioner of Energy & Utilities
S. Schwarzenberger, Commissioner of Development & Infrastructure
L. Clark, Acting City Solicitor (*via telephone*)
A. Cruickshank, City Clerk

ALSO PRESENT: C. Graham, Director of Marketing & Communications - Invest Medicine Hat (*via telephone*)

2. **2021 Environmental Utilities Operating Budget Update** (Appendix B)

Administrative Committee referred the item to Council for adoption.

ADOPTION

BRIEFING NOTE

DECISION

2021 ENVIRONMENTAL UTILITIES OPERATING BUDGET UPDATE

NOVEMBER 12, 2020

ISSUE:

Approval of the 2021 Environmental Utilities Operating Budget update.

RECOMMENDATION:

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

- a) 2021 Environmental Utilities Operating Revenue and Expenditure Budget update.
- b) Environmental Utilities Rates for 2021 subject to passing of the Water, Sewer, and Solid Waste Rate Bylaws.

COUNCIL STRATEGIC PRIORITY:

Fiscal Responsibility & Infrastructure Renewal

The key focus of the proposed budget updates is sustainable long-term infrastructure management to effectively deliver service to customers in a safe, reliable manner.

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

The Operating Budgets and Tangible Capital Asset Budgets were developed based on industry best practices, standards and current provincial and federal regulations to ensure department activities meet all appropriate environmental considerations.

Financial Impact:

| | | |
|------------------------|---|---------------------------------|
| Funding Request: | Yes | If yes, amount: As noted below. |
| Budgeted Item: | Yes | Funding Source: Utility Rates |
| Funding Explanation: | Utility expenses are recovered through utility rates. | |
| Budget Amendment Form? | No | |

The 2019-2022 Energy & Utilities Division Budgets were approved by City Council on December 3, 2018. The various budget documents can be accessed through the following link: <https://medicinehat.ca/government/departments/finance/budgets>

| WATER | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|--|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 27,608 | \$ 27,132 | \$ 28,948 | \$ 28,455 |
| Expenses | \$ 23,902 | \$ 23,191 | \$ 24,982 | \$ 23,492 |
| Net income | \$ 3,706 | \$ 3,941 | \$ 3,966 | \$ 4,963 |
| Average Residential Rate Increase (15 m3 / mo) | \$ 1.34 / mo | | \$ 1.98 / mo | \$ 0.47 / mo |

APPENDIX B

| SEWER | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|-----------------------------------|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 20,695 | \$ 20,506 | \$ 23,572 | \$ 21,735 |
| Expenses | \$ 19,580 | \$ 18,634 | \$ 20,447 | \$ 18,746 |
| Net income | \$ 1,115 | \$ 1,872 | \$ 3,125 | \$ 2,989 |
| Average Residential Rate Increase | \$ 4.01 / mo | | \$ 4.37 / mo | \$ 2.55 / mo |

| SOLID WASTE | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|---|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 12,163 | \$ 12,497 | \$ 13,988 | \$ 12,341 |
| Expenses | \$ 12,019 | \$ 11,586 | \$ 12,677 | \$ 12,170 |
| Net income | \$ 144 | \$ 911 | \$ 1,311 | \$ 171 |
| Average Residential Rate Increase | \$ 1.21 / mo | \$ | \$ 0.42 / mo | \$ 0.42 / mo |
| Landfill Tipping Fee Increase (per tonne) | \$ - | | \$ 5.00 | \$ - |

Legal / Policy Impact:

Environmental Utilities Rates for 2021 subject to passing of the amended Water, Sewer, and Solid Waste Rate Bylaws.

Public Implications:

The Operating Budgets and Tangible Capital Asset Budgets were developed based on City Council's strategic priorities and in accordance with corporate policies and industry best practices.

Rate impacts will vary by customer class. The average monthly increase for residential customers will be approximately \$3.44 per month in 2021.

BACKGROUND:

The Operating Budgets and Tangible Capital Asset Budgets have been prepared based on the Environmental Utilities Business Plan that follows sound industry practices, Federal and Provincial regulations, historical activity levels and growth trends. They are in alignment with City Council's strategic priorities.

The Budgets were also based on policies that limit the Water Utility and the Sewer Utility access to grant funding. The financial strategies in the Business Plan and Budgets reflect a continuation of City Council's policy for utilities to be financially sustainable by ensuring that the 2021 revenue requirement is based on maintaining the revenue to cost ratio of 1 including a return on capital investment.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

Do not request a budget amendment and do not adjust utility rates to reflect the 2021 revenue requirements. This option is not recommended as utility rate revenue adjustments support the long-term financial sustainability of each utility.

APPENDIX B

IMPLEMENTATION PLAN:

Approval and First Reading of the Rate Bylaws November 16, 2020
 Second and Third Reading of the Rate Bylaws December 7, 2020
 Effective Date of Rates January 1, 2021

| | | |
|--------------------------------|---|------------------|
| PREPARED BY & DATE: | Pat Bohan, General Manager, Environmental Utilities | November 9, 2020 |
| APPROVED BY & DATE: | Brad Maynes, Commissioner of Energy and Utilities Division | |
| ATTACHMENTS: | | |

BACKGROUND INFORMATION REPORT

BYLAW #4652

A BYLAW OF THE CITY OF MEDICINE HAT TO AMEND BYLAW #1805, THE WASTE BYLAW.

First Reading of Bylaw #4652 was given on November 16, 2020. Advertising was done on November 21, 2020 and November 28, 2020. No submissions were received.

ATTACHMENTS

1. Bylaw #4652
2. Excerpt of the Administrative Committee Meeting – November 12, 2020

BYLAW NO. 4652

A BYLAW OF THE CITY OF MEDICINE HAT to amend Bylaw No. 1805, The Waste Bylaw.

WHEREAS it is considered advisable to amend rates and charges imposed pursuant to The Waste Bylaw;

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

1. Bylaw No. 1805, The Waste Bylaw, is hereby amended.
2. Subsection 6.1(3) of Bylaw No. 1805 is deleted and replaced with the following:
“(3) Each consumer shall pay a monthly waste diversion charge in the amount set out in Schedule “B” to this Bylaw.”
3. Schedule “A” to Bylaw No. 1805 is repealed and replaced by Schedule “A” attached to this Bylaw.
4. Schedule “B” to Bylaw No. 1805 is repealed and replaced by Schedule “B” attached to this Bylaw.
5. This Bylaw will come into force on January 1, 2021.

READ A FIRST TIME in open Council on November 16, 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 – A. CRUICKSHANK

SCHEDULE "A" TO BYLAW NO. 1805
AS AMENDED BY BYLAW NO. 4652 – DECEMBER 7, 2020
(Effective January 1, 2021)

All rates and charges set out in this Schedule are payable by the customers to whom they apply, irrespective of the volume of waste (if any) generated at a given time, or over a period of time, by the customer for pick-up and disposal by the City.

1. RATES FOR RESIDENTIAL WASTE REMOVAL:

- (A) Basic residential rate: \$0.5435/unit/day

(Note: This rate applies to detached single family homes, duplexes, triplexes and fourplexes. All other buildings used in whole or in part for residential occupancy will be charged on the basis of the centralized pick-up rate, where applicable, or at commercial/industrial rates based on the number and capacity of bins, and frequency of service.)

- (B) Rate for centralized collection \$0.4561/unit/day

(Note: This rate applies to residential buildings containing more than four dwelling units where all Residential Waste Carts and Yard Waste Carts are placed in a centralized location for collection. If more than one collection per week is required, the amount charged will be the monthly rate per unit multiplied by a factor equal to the number of collections per week, on average.). A customer whose Residential Waste or Residential Recyclables is collected in the manner described in this paragraph, shall comply with the provisions of this Bylaw pertaining to Residential Waste collection or Residential Recyclables collection, as the case may be, including the set out standards established by the CAO from time to time.

- (C) Additional Residential Waste Cart rate \$0.5435/unit/day

- (D) Residential Recycle Cart rate \$0.2540/unit/day

2. RATES FOR COMMERCIAL/INDUSTRIAL WASTE REMOVAL:

- (A) Rate for customers without bins \$0.8442/day

(Note: This rate applies to commercial/industrial premises that are not included in arrangements with the Solid Waste Utility for centralized pick-up. Where such arrangements have been made the rate/unit/month will be the same as the rate for centralized pick-up at residential premises, and will be subject to the same provisions for an increased charge if more than one pick-up per week is required.)

- (B) Rates for customers with 3 yd³ capacity bins:
 For each weekly pick-up \$3.4066/bin/day

- (C) Rates for customers with 1.5 yd³ capacity bins:
 For each weekly pick-up \$1.7033/bin/day

- (D) Rate for extra bin pickup \$25.91/bin/pickup

- (E) A customer who requests the City to unlock a commercial bin or to open a gate in order to access a bin shall be charged a fee at the rate of \$7.50 per five minutes of additional driver time, or portion thereof, for each pick-up pursuant to paragraph 2(B), 2(C) or 2(D). The fee for each customer shall be based on the City's estimate of the additional driver time required in order to access the bin.

3. TIPPING FEE FOR WASTE DISPOSAL AT SANITARY LANDFILL SITE

Landfill Disposal Rates:

| <u>Waste Type</u> | <u>Rate</u> |
|--|--|
| (A) Basic Sanitary Waste | \$80.00/tonne |
| (B) Non-Residential Yard Waste | \$25.00/tonne |
| (C) Clean Wood | \$25.00/tonne |
| (D) Clean Drywall | \$25.00/tonne |
| (E) Metal | \$25.00/tonne |
| (F) Asbestos | \$160/tonne plus site prep and burial* |
| (G) Appliances Containing Chlorofluorocarbon (CFC) | \$20.00/item |
| (H) Bulky items (mattress, sofa, etc.) | \$15.00/item |

*operator and equipment rates apply

The minimum tipping fee shall be \$8.00 per vehicle.

A surcharge of \$20.00 will be placed on any load that is not properly secured.

4. OTHER FEES AND CHARGES

| | |
|--|-------------|
| (A) Customer requested Service Change | \$50.00 |
| (B) Replacement of lost or stolen cart | actual cost |
| (C) Repairs to damaged cart | actual cost |

(Note: The customer will be charged for repairs or replacement if the cart was lost, stolen or damaged due to the customer's neglect, as determined by the CAO.)

SCHEDULE "B" TO BYLAW NO. 1805
AS AMENDED BY BYLAW NO. – DECEMBER 7, 2020
(Effective January 1, 2021)

WASTE DIVERSION CHARGE

1. Subject to Section 2 of this Schedule, the waste diversion charge, pursuant to Section 6.1(3) of this Bylaw, is \$0.0793 per day.
2. Where the owners or occupants of residential premises within a building containing more than one residential premises do not receive utility bills, the person receiving monthly utility bills for the building in which the residential premises are located will pay \$0.0793 per day and, in addition, pay \$0.0793 per day multiplied by the number of residential premises in the building.

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

PRESENT: B. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
D. Egert, Commissioner of Corporate Services
B. Mastel, Commissioner of Public Services
G. Mauch, Acting Commissioner of Energy & Utilities
S. Schwarzenberger, Commissioner of Development & Infrastructure
L. Clark, Acting City Solicitor (*via telephone*)
A. Cruickshank, City Clerk

ALSO PRESENT: C. Graham, Director of Marketing & Communications - Invest Medicine Hat (*via telephone*)

2. **2021 Environmental Utilities Operating Budget Update** (Appendix B)

Administrative Committee referred the item to Council for adoption.

ADOPTION

BRIEFING NOTE

DECISION

2021 ENVIRONMENTAL UTILITIES OPERATING BUDGET UPDATE

NOVEMBER 12, 2020

ISSUE:

Approval of the 2021 Environmental Utilities Operating Budget update.

RECOMMENDATION:

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

- a) 2021 Environmental Utilities Operating Revenue and Expenditure Budget update.
- b) Environmental Utilities Rates for 2021 subject to passing of the Water, Sewer, and Solid Waste Rate Bylaws.

COUNCIL STRATEGIC PRIORITY:

Fiscal Responsibility & Infrastructure Renewal

The key focus of the proposed budget updates is sustainable long-term infrastructure management to effectively deliver service to customers in a safe, reliable manner.

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

The Operating Budgets and Tangible Capital Asset Budgets were developed based on industry best practices, standards and current provincial and federal regulations to ensure department activities meet all appropriate environmental considerations.

Financial Impact:

| | | |
|------------------------|---|---------------------------------|
| Funding Request: | Yes | If yes, amount: As noted below. |
| Budgeted Item: | Yes | Funding Source: Utility Rates |
| Funding Explanation: | Utility expenses are recovered through utility rates. | |
| Budget Amendment Form? | No | |

The 2019-2022 Energy & Utilities Division Budgets were approved by City Council on December 3, 2018. The various budget documents can be accessed through the following link: <https://medicinehat.ca/government/departments/finance/budgets>

| WATER | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|--|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 27,608 | \$ 27,132 | \$ 28,948 | \$ 28,455 |
| Expenses | \$ 23,902 | \$ 23,191 | \$ 24,982 | \$ 23,492 |
| Net income | \$ 3,706 | \$ 3,941 | \$ 3,966 | \$ 4,963 |
| Average Residential Rate Increase (15 m3 / mo) | \$ 1.34 / mo | | \$ 1.98 / mo | \$ 0.47 / mo |

APPENDIX B

| SEWER | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|-----------------------------------|----------------|------------------|----------------------------|---------------------------|
| Revenues | \$ 20,695 | \$ 20,506 | \$ 23,572 | \$ 21,735 |
| Expenses | \$ 19,580 | \$ 18,634 | \$ 20,447 | \$ 18,746 |
| Net income | \$ 1,115 | \$ 1,872 | \$ 3,125 | \$ 2,989 |
| Average Residential Rate Increase | \$ 4.01 / mo | | \$ 4.37 / mo | \$ 2.55 / mo |

| SOLID WASTE | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|--|----------------|------------------|----------------------------|---------------------------|
| Revenues | \$ 12,163 | \$ 12,497 | \$ 13,988 | \$ 12,341 |
| Expenses | \$ 12,019 | \$ 11,586 | \$ 12,677 | \$ 12,170 |
| Net income | \$ 144 | \$ 911 | \$ 1,311 | \$ 171 |
| Average Residential Rate Increase | \$ 1.21 / mo | \$ | \$ 0.42 / mo | \$ 0.42 / mo |
| Landfill Tipping Fee Increase (per tonne) | \$ - | | \$ 5.00 | \$ - |

Legal / Policy Impact:

Environmental Utilities Rates for 2021 subject to passing of the amended Water, Sewer, and Solid Waste Rate Bylaws.

Public Implications:

The Operating Budgets and Tangible Capital Asset Budgets were developed based on City Council's strategic priorities and in accordance with corporate policies and industry best practices.

Rate impacts will vary by customer class. The average monthly increase for residential customers will be approximately \$3.44 per month in 2021.

BACKGROUND:

The Operating Budgets and Tangible Capital Asset Budgets have been prepared based on the Environmental Utilities Business Plan that follows sound industry practices, Federal and Provincial regulations, historical activity levels and growth trends. They are in alignment with City Council's strategic priorities.

The Budgets were also based on policies that limit the Water Utility and the Sewer Utility access to grant funding. The financial strategies in the Business Plan and Budgets reflect a continuation of City Council's policy for utilities to be financially sustainable by ensuring that the 2021 revenue requirement is based on maintaining the revenue to cost ratio of 1 including a return on capital investment.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

Do not request a budget amendment and do not adjust utility rates to reflect the 2021 revenue requirements. This option is not recommended as utility rate revenue adjustments support the long-term financial sustainability of each utility.

APPENDIX B

IMPLEMENTATION PLAN:

Approval and First Reading of the Rate Bylaws November 16, 2020

Second and Third Reading of the Rate Bylaws December 7, 2020

Effective Date of Rates January 1, 2021

| | | |
|--------------------------------|---|------------------|
| PREPARED BY & DATE: | Pat Bohan, General Manager, Environmental Utilities | November 9, 2020 |
| APPROVED BY & DATE: | Brad Maynes, Commissioner of Energy and Utilities Division | |
| ATTACHMENTS: | | |

BACKGROUND INFORMATION REPORT

BYLAW #4653

A BYLAW OF THE CITY OF MEDICINE HAT TO AMEND BYLAW #2489, THE GAS UTILITY BYLAW.

First Reading of Bylaw #4653 was given on November 16, 2020. Advertising was done on November 21, 2020 and November 28, 2020. No submissions were received.

ATTACHMENTS

1. Bylaw #4653
2. Excerpt of the Administrative Committee Meeting – November 12, 2020

BYLAW NO. 4653

A BYLAW OF THE CITY OF MEDICINE HAT to amend Bylaw No. 2489, the Gas Utility Bylaw.

WHEREAS Council considers it advisable to amend Bylaw No. 2489;

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

1. Bylaw No. 2489 is amended as set out in this Bylaw.
2. Schedule "A" is repealed and replaced by the Schedule "A" attached to this Bylaw.
3. This Bylaw will come into force on January 1, 2021.

READ A FIRST TIME in open Council on November 16, 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

SCHEDULE "A" TO BYLAW 2489
AS AMENDED BY BYLAW NO. 4653 – DECEMBER 7, 2020
(Effective January 1, 2021)
GENERAL SERVICE NATURAL GAS RATES (ALL CLASSES)

1. RATE CLASSES

RATE CLASS A - General Service – Core market distribution Consumers using up to 5,000 Gigajoules in one year.

RATE CLASS B - Large Use General Service – Core market distribution Consumers using more than 5,000 Gigajoules in one year.

RATE CLASS C - High Pressure Service – Consumers or third parties who utilize the City's high pressure Gas Distribution System to transport natural gas to their premises.

RATE CLASS D - Wheeling High Pressure Service – Consumers or third parties who utilize the City's high pressure Gas Distribution System to transport natural gas to the Trans Canada Pipeline system.

2. RATES AND CHARGES

The rates and charges for services provided by the Gas Utility are as follows:

| Rate Class | Administration Charge | Distribution Tariff | | Commodity Charge | Environmental Conservation Charge | Municipal Consent & Access Fee (MCAF) |
|---|-----------------------|---------------------|-----------------|------------------|---|---------------------------------------|
| | | Service Charge | Delivery Charge | | | |
| Rate Class A - Residential | \$0.1200 / day | \$0.7370 / day | \$1.351 / Gj | See Note (1) | \$0.90 / Gj - additional charge for gas in excess of 19 Gjs / Mth | See Note (2) |
| Rate Class A – Commercial, Industrial and other Non-Residential | \$0.1200 / day | \$0.7370 / day | \$1.351 / Gj | See Note (1) | ----- | See Note (2) |
| Rate Class B –Commercial, Industrial and other Non-Residential | \$3.5060 / day | \$18.00 / day | \$0.618 / Gj | See Note (1) | ----- | See Note (2) |
| Rate Class C –High Pressure Service | ----- | \$50.43 / day | \$0.210 / Gj | ----- | ----- | See Note (2) |
| Rate Class D –Wheeling High Pressure Service | ----- | ----- | \$0.210 / Gj | ----- | ----- | See Note (2) |

NOTES:

- (1) The Commodity Charge payable for the supply of natural gas shall be a per GJ charge, adjusted monthly, that is equal to the Market Reference Price, which is defined as the average of the monthly gas charges set by default supply providers, as defined in the *Gas Utilities Act*, RSA 2000, Chapter G-5. For purposes of determining the Market Reference Price:
 - (a) The “monthly gas charges set by default supply providers” shall be the monthly gas charges set by default supply providers shown as Regulated Natural Gas Rates or otherwise on the official website of the Office of the Utilities Consumer Advocate (the “UCA Website”), provided such information is available on the UCA Website;
 - (b) If the information referred to in paragraph (a) is not available on the UCA Website for any reason, the Commodity Charge shall remain the same as the Commodity Charge for the last month when the information referred to in paragraph (a) was available on the UCA Website, unless adjusted by a resolution passed by Council pursuant to section 5 of this Schedule.
- (2) The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 12.00% of the monthly Distribution Tariff Charge.
- (3) Multiple Unit Residential Development (e.g. fourplex, apartment building, condominium building) served by a single meter will be deemed to be Commercial for purposes of determining the applicable Rate Class.
- (4) Each year prior to December 31, the Gas Utility will determine the Rate Class that will be applicable for the following year. In the case of Rate Class A and Rate Class B, the determination will be based on the total volume of gas consumed by the Consumer from November 1 of the previous year to October 31 of the current year.

In the case of

 - (a) a new Consumer who has not consumed gas from the Gas Utility, or
 - (b) a Consumer who has consumed gas from the Gas Utility for a period of time less than November 1 of the previous year to October 31 of the current year,

the Gas Utility will decide whether to apply Rate Class A or Rate Class B based on the Gas Utility’s estimate of the anticipated customer load.

3. CONTRACT OPTION

- 3.1 A Consumer who satisfies the requirements for application of Rate Class A or Rate Class B may elect the Fixed Price Gas (FP_g) contract option.
- 3.2 A Consumer’s election of the FP_g contract option, and election to discontinue the FP_g contract option, must be made in accordance with procedures established by the Chief Administrative Officer.

- 3.3 Billing for natural gas consumption under the FP_g contract option will be effective the first day of the next new billing period that starts 30 days or later from the date on which a Consumer elects the FP_g contract option.
- 3.4 A Consumer who elects the FP_g contract option may subsequently elect to discontinue the FP_g contract option only after the Consumer is billed under the FP_g contract option for at least six consecutive billing periods. If a new FP_g contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the Consumer will be subject to the FP_g contract rate then in effect.
- 3.5 Billing for natural gas commodity consumption under the FP_g contract option will cease effective the first day of the next new billing period that starts 30 days or later from the date on which a Consumer elects to discontinue the FP_g contract option provided the Consumer has been billed for six consecutive billing periods.
- 3.6 The City reserves the right to discontinue the FP_g contract option at any time by providing the Consumer with 30 days' notice.
- 3.7 A Consumer who elects the FP_g Option will:
- (a) continue to be responsible to pay all rates and charges applicable to the Consumer's rate classification, with the exception of the Commodity Charge applicable to that rate classification; and
 - (b) pay a Commodity Charge for natural gas consumption of \$3.50 per gigajoule.

4. COUNCIL APPROVED RATE ADJUSTMENTS

- 4.1 Notwithstanding any other provision of this Bylaw, Council may pass resolutions from time to time to adjust the rates and charges payable pursuant to Section 2 of this Schedule, in response to changing conditions in the natural gas market.
- 4.2 Without limiting the generality of Subsection 4.1, the requirements of Section 32 of this Bylaw shall not apply to resolutions passed pursuant to Subsection 4.1.

NOTE: WHEREVER APPLICABLE, THE GOODS AND SERVICES TAX SHALL BE ADDED TO THE FEES, RATES, CHARGES OR OTHER AMOUNTS PAYABLE TO THE CITY PURSUANT TO THIS BYLAW (SEE BYLAW NO. 2716).

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

PRESENT: B. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
D. Egert, Commissioner of Corporate Services
B. Mastel, Commissioner of Public Services
G. Mauch, Acting Commissioner of Energy & Utilities
S. Schwarzenberger, Commissioner of Development & Infrastructure
L. Clark, Acting City Solicitor (*via telephone*)
A. Cruickshank, City Clerk

ALSO PRESENT: C. Graham, Director of Marketing & Communications - Invest Medicine Hat (*via telephone*)

1. **2021 Utility Distribution Systems Operating Budget Update** (Appendix A)

Administrative Committee referred the item to Council for adoption.

ADOPTION

BRIEFING NOTE

DECISION

2021 UTILITY DISTRIBUTION SYSTEMS OPERATING BUDGET UPDATE

NOVEMBER 12, 2020

ISSUE:

Approval of the 2021 Utility Distribution Systems Operating Budget update.

RECOMMENDATION:

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

- a) 2021 Utility Distribution Systems Operating Revenue and Expenditure Budget update.
- b) Electric Distribution Rates for 2021 subject to passing of the Electric Utility Rate Bylaw.
- c) Gas Distribution Rates for 2021 subject to passing of the Gas Utility Rate Bylaws.

COUNCIL STRATEGIC PRIORITY:

Fiscal Responsibility & Infrastructure Renewal

The key focus of the proposed 2021 budget update is sustainable long-term infrastructure management to effectively deliver natural gas and electric energy customers in a safe, reliable manner.

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

The Operating Budgets and Tangible Capital Asset Budgets were developed based on industry best practices, standards and current provincial and federal regulations to ensure department activities meet all appropriate environmental considerations.

Financial Impact:

| | | |
|------------------------|---|---------------------------------|
| Funding Request: | Yes | If yes, amount: As noted below. |
| Budgeted Item: | Yes | Funding Source: Utility Rates |
| Funding Explanation: | Utility expenses are recovered through utility rates. | |
| Budget Amendment Form? | No | |

The 2019-2022 Energy & Utilities Division Budgets were approved by City Council on December 3, 2018. The various budget documents can be accessed through the following link: <https://medicinehat.ca/government/departments/finance/budgets>

| ELECTRIC DISTRIBUTION | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|--|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 21,684 | \$ 20,787 | \$ 23,383 | \$ 21,625 |
| Expenses | \$ 19,366 | \$ 19,921 | \$ 19,364 | \$ 19,294 |
| Net income | \$ 2,319 | \$ 866 | \$ 4,019 | \$ 2,331 |
| Average Residential Rate Increase (655 kWh / mo) | \$ 1.80 / mo | | \$ 0.65 / mo | \$ 1.28 / mo |

APPENDIX A

| GAS DISTRIBUTION | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|--|--------------------|----------------------|-----------------------------|----------------------------|
| Revenues | \$ 15,496 | \$ 15,315 | \$ 16,222 | \$ 15,435 |
| Expenses | \$ 14,136 | \$ 12,614 | \$ 14,580 | \$ 14,202 |
| Net income | \$ 1,361 | \$ 2,701 | \$ 1,642 | \$ 1,232 |
| Average Residential Rate Increase (11 Gj / mo) | \$ 0.95 / mo | | \$ 1.16 / mo | \$ 0.03 / mo |

Legal / Policy Impact:

Utility Distribution System Rates for 2021 subject to passing of the amended Electric and Gas Utility Rate Bylaws.

Public Implications:

The Operating Budgets and Tangible Capital Asset Budgets were developed based on City Council's strategic priorities and in accordance with corporate policies and industry best practices.

Rate impacts will vary by customer class. The average monthly increase for residential customers will be approximately \$1.31 per month in 2021.

BACKGROUND:

The 2021 Operating Budget updates have been prepared based on the Utility Distribution System Business Plan that follows sound industry practices, Federal and Provincial regulations, historical activity levels and growth trends. They are in alignment with City Council's strategic priorities. The key theme is sustainable long-term infrastructure management to effectively deliver natural gas and electrical energy to customers within the City service area at competitive rates, while meeting or exceeding Industry standards.

The Budgets were also based on identifying and implementing process improvement initiatives to reduce cost and improve efficiencies while maintaining a high standard of safety and environmental stewardship. The Budgets reflect a continuation of City Council's policy for utilities to be financially sustainable by ensuring that the 2021 revenue requirement is based on maintaining the revenue to cost ratio of 1 including a return on capital investment.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

Do not request a budget amendment and do not adjust utility rates to reflect the 2021 revenue requirements. This option is not recommended as utility rate revenue adjustments support the long-term financial sustainability of each utility.

IMPLEMENTATION PLAN:

Approval and First Reading of the Rate Bylaws November 16, 2020
 Second and Third Reading of the Rate Bylaws December 7, 2020
 Effective Date of Rates January 1, 2021

| | | |
|--------------------------------|---|------------------|
| PREPARED BY & DATE: | Grayson Mauch, General Manager, Utility Distribution Systems | November 9, 2020 |
| APPROVED BY & DATE: | Brad Maynes, Commissioner of Energy and Utilities Division | |
| ATTACHMENTS: | | |

BACKGROUND INFORMATION REPORT

BYLAW #4654

A BYLAW OF THE CITY OF MEDICINE HAT TO AMEND BYLAW #2244, THE ELECTRIC UTILITY BYLAW.

First Reading of Bylaw #4654 was given on November 16, 2020. Advertising was done on November 21, 2020 and November 28, 2020. No submissions were received.

ATTACHMENTS

1. Bylaw #4654
2. Excerpt of the Administrative Committee Meeting – November 12, 2020.

BYLAW NO. 4654

A BYLAW OF THE CITY OF MEDICINE HAT to amend Bylaw No. 2244, the Electric Utility Bylaw.

WHEREAS Council considers it advisable to amend Bylaw No. 2244;

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

1. Bylaw No. 2244 is amended as set out in this Bylaw.
2. Schedule "A" is repealed and replaced with the new Schedule "A" attached to this Bylaw.
3. Schedule "B" is repealed and replaced with the new Schedule "B" attached to this Bylaw.
4. This Bylaw shall come into force on January 1, 2021.

READ A FIRST TIME in open Council on November 16, 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

SCHEDULE "A" TO BYLAW #2244
AS AMENDED BY BYLAW #4654
DECEMBER 7, 2020

| SCHEDULE "A" | |
|------------------------------|--|
| City of Medicine Hat | Effective: January 1, 2021 |
| Electric Utility | Rate Approval: Bylaw 4654 |
| <u>Electric Rates</u> | Consumer Classes: E.1 Residential E.2 Farm E.3 Commercial E.4 Commercial – Primary E.5 Industrial E.6 Unmetered E.7 Rental Lighting E.8 Street Lighting |

E.1 RESIDENTIAL

E.1.1 RESIDENTIAL SERVICES

| | | |
|------------------------------------|--|-------------------|
| Availability | This classification is limited to residential consumers who use the Electric Utility's standard single phase service in an individual residence or apartment suite. | |
| Conditions | <p>(a) Single phase three-wire installation</p> <p>(b) Maximum service capacity: 200 amps</p> <p>(c) Voltage: 120/240 Volts</p> <p><i>(Note: Residential consumers adjacent to a commercial area may be served from a 120/208 Volt system at the option of the Electric Utility.)</i></p> | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <p>(a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and</p> <p>(b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh.</p> | |
| Application | This rate classification applies to residential consumers within the corporate boundaries of the City of Medicine Hat. | |
| Administration | Administration Charge: | \$0.09430 per day |
| Distribution Access Service | Service Charge: | \$0.41760 per day |
| | Facilities Usage: | \$0.02150 per kWh |

E.1 RESIDENTIAL

E.1.1 RESIDENTIAL SERVICES

| | | |
|--|--|-------------------|
| Energy Charge | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its website page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| Environmental Conservation Charge | Additional charge for all kWhrs used per month in excess of 950 kWhrs | \$0.0074 per kWh |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Going Green | An electricity surcharge set by the Chief Administrative Officer in order to balance the revenues and costs of the Electric Utility's programs that provide renewable or alternative energy. | |
| Minimum Charge | Minimum monthly billing is the Service Charge and any Surcharge. | |
| Municipal Consent and Access Fee (MCAF) | The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges. | |
| <p>(NOTE: Multiple family residences that receive services through a single electric meter and contain three or more dwelling units will be billed under General Service classification E.3.1 or E.3.3.)</p> | | |

E.2 FARM

E.2.1 FARM SERVICES

| | | |
|------------------------------------|---|-------------------|
| Availability | This classification is limited to single phase farm services and is available upon payment to the City of the actual or estimated cost of the extension required to connect the consumer's premises to the Electric Utility's existing facilities. | |
| Conditions | <ul style="list-style-type: none"> (a) Single phase three-wire installation (b) Maximum service capacity: 200 amps (c) Voltage: 120/240 Volts | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <ul style="list-style-type: none"> (a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and (b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh. | |
| Application | This rate classification applies to all consumers who operate farms within the corporate boundaries of the City of Medicine Hat. | |
| Administration | Administration Charge: | \$0.08770 per day |
| Distribution Access Service | Service Charge: | \$0.61800 per day |
| | Facilities Usage: | \$0.00980 per kWh |

E.2 FARM

E.2.1 FARM SERVICES

| | | |
|--|---|-------------------|
| Energy Charge | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Going Green | <p>An electricity surcharge set by the Chief Administrative Officer in order to balance the revenues and costs of the Electric Utility's programs that provide renewable or alternative energy.</p> | |
| Minimum Charge | <p>Minimum monthly billing is the Service Charge and any Surcharge.</p> | |
| Municipal Consent and Access Fee (MCAF) | <p>The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges.</p> | |

E.3 COMMERCIAL
E.3.1 SMALL COMMERCIAL

| | | |
|------------------------|---|-------------------|
| Availability | This classification is limited to commercial and other non-residential consumers satisfying the conditions set out below. | |
| Conditions | <p>(a) Single phase three-wire or three phase four-wire installations (b) Voltage (single phase): 120/240 Volts or 120/208 Volts (c) Voltage (three phase): 120/208 Volts, 277/480 Volts, or 347/600 Volts</p> <p>This rate applies to consumers that: (i) have consumed no more than 5,000 kWh in a monthly billing cycle, and (ii) have a demand no greater than 25 kVA as measured at the billing meter.</p> <p>In the event that either of these limits is exceeded, the Electric Utility may reclassify the consumer to the E.3.3 Medium Commercial classification.</p> <p>The City may at any time install a demand meter approved under the <i>Electricity and Gas Inspection Act</i> R.S.C. 1985 Chapter E-4.</p> | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <p>(a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and (b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh.</p> | |
| Application | This rate classification applies to all consumers within the corporate boundaries of the City of Medicine Hat who meet the criteria specified above. | |
| Administration | Administration Charge: | \$0.09330 per day |
| | Service Charge: | \$0.61830 per day |

E.3 COMMERCIAL

E.3.1 SMALL COMMERCIAL

| | | |
|---|---|-------------------|
| <i>Distribution Access Service</i> | Facilities Usage: | \$0.01990 per kWh |
| <i>Energy Charge</i> | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| <i>Capacity Charge</i> | All kWhrs | \$0.02588 per kWh |
| <i>Going Green</i> | An electricity surcharge set by the Chief Administrative Officer in order to balance the revenues and costs of the Electric Utility's programs that provide renewable or alternative energy. | |
| <i>Minimum Charge</i> | Minimum monthly billing is the Service Charge and any Surcharge. | |
| <i>Municipal Consent and Access Fee (MCAF)</i> | The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges. | |

E.3 COMMERCIAL
E.3.3 MEDIUM COMMERCIAL

| | |
|------------------------|--|
| Availability | This classification is limited to commercial and other non-residential consumers satisfying the conditions set out below. |
| Conditions | <p>(a) Single phase three-wire or three phase four-wire installations (b) Voltage (single phase): 120/240 Volts or 120/208 Volts (c) Voltage (three phase): 120/208 Volts, 277/480 Volts, or 347/600 Volts</p> <p>This rate applies to consumers that:</p> <p>(i) have consumed in excess of 5,000 kWh in a monthly billing cycle, or (ii) have had at any time a demand in excess of 25 kVA but no greater than 2,000 kVA at the billing meter.</p> <p>If an E.3.3 Medium Commercial consumer experiences a period of twelve consecutive months during which</p> <p>(a) consumption does not exceed 5,000 kWh per monthly billing cycle, and (b) demand does not exceed 25 kVA, the Electric Utility may reclassify the consumer to the E.3.1 Small Commercial classification.</p> <p>If an E.3.3 Medium Commercial consumer experiences a demand in excess of 2,000 kVA, the consumer shall be required to switch to the applicable Primary classification (E.4.1 or E.5.1) and install all necessary equipment at its expense.</p> <p>The service capacity will not exceed 2,000 amps at 120/208 Volts, 277/480 Volts, or 347/600 Volts.</p> <p>The City may at any time install a demand meter approved under the <i>Electricity and Gas Inspection Act</i> R.S.C. 1985 Chapter E-4.</p> <p>The City may install a single phase or three phase service depending upon the anticipated load demand. Any request for three phase service which the Manager deems not to be warranted on the basis of anticipated demand for electrical energy will be refused unless the consumer pays in advance to the City a sum of money equal to the cost of installing a three phase service including all transformation costs.</p> |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> |

E.3 COMMERCIAL

E.3.3 MEDIUM COMMERCIAL

| | | |
|--|--|-------------------|
| | <p>A Consumer who elects the ESPf Option will:</p> <p>(a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and</p> <p>(b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh.</p> | |
| Application | This rate classification applies to all consumers within the corporate boundaries of the City of Medicine Hat who meet the criteria specified above. | |
| Administration | Administration Charge: | \$0.63770 per day |
| Distribution Access Service | Service Charge: | \$2.60380 per day |
| | Demand Charge: | \$5.36 per kVA |
| Energy Charge | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34 (2).</p> | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Going Green | An electricity surcharge set by the Chief Administrative Officer in order to balance the revenues and costs of the Electric Utility's programs that provide renewable or alternative energy. | |
| Minimum Charge | <p>Minimum monthly billing is the Service Charge and any Surcharge.</p> <p>The demand charge will be based on the highest measured kVA demand during the current billing cycle.</p> | |
| Municipal Consent and Access Fee (MCAF) | The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges. | |

**E.3 COMMERCIAL
E.3.2 AND E.3.4 TEMPORARY SERVICES DURING
CONSTRUCTION**

Availability

These classifications are limited to consumers within the corporate boundaries of the City of Medicine Hat who require a temporary electrical service for construction purposes.

If the consumer meets the conditions specified in rate classification E.3.1, the charges in E.3.1 shall apply and the consumer shall be classified E.3.2. If the consumer meets the conditions specified in rate classification E.3.3, the charges in E.3.3 shall apply and the consumer shall be classified E.3.4.

(NOTE: All installation work for temporary services, except the final connections to the Point of Supply and the meter installation, are to be done by the consumer or his electrical contractor in accordance with the requirements of the Canadian Electrical Code).

**E.3 COMMERCIAL
E.3.5 AND E.3.6 IRRIGATION SERVICES**

Availability

These classifications are limited to irrigation services within the corporate boundaries of the City of Medicine Hat that meet the conditions set out in rate classification E.3.1 or E.3.3.

If the consumer meets the conditions specified in rate classification E.3.1, the charges in E.3.1 shall apply and the consumer shall be classified E.3.5. If the consumer meets the conditions specified in rate classification E.3.3, the charges in E.3.3 shall apply and the consumer shall be classified E.3.6.

| E.4 COMMERCIAL E.4.1 LARGE COMMERCIAL – PRIMARY | | | | | |
|--|--|------------------------|--------------------|-----------------|------------------|
| Availability | <p>This classification is limited to primary consumers who use the Electric Utility's standard three-phase service at 13,800 volts for commercial or other non-residential purposes other than manufacturing, and who have a demand greater than 1,000 kVA measured at the billing meter.</p> | | | | |
| Conditions | <p>All metering equipment, transformers, switching equipment, cable and cable terminations on the consumer's property ("the equipment") shall be supplied and installed by the consumer at no cost to the Electric Utility. The equipment shall comply with Electric Utility Standards. The consumer shall retain ownership of the equipment and shall be responsible for its ongoing maintenance, repair and replacement.</p> <p>Upon written application to the Electric Utility, the Manager may approve the application of this rate classification to consumers that have a demand less than 1,000 kVA.</p> <p>Minimum Service Capacity: 1,000 kVA Voltage: 13,800 Volts</p> <p>If an E.41 Large Commercial – Primary consumer experiences a period of twelve consecutive months during which demand does not exceed 1,000 kVA, the Electric Utility may reclassify the consumer to the E.3.3 Medium Commercial classification.</p> | | | | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this rate classification may make a written request to the Electric Utility to negotiate a contract for the supply of electrical energy and services.</p> <p>If the City and the consumer are successful in negotiating a contract, the provisions of this rate classification shall apply during the period of time prior to the effective date of the contract and the terms and conditions of the contract shall apply as of the effective date of the contract. If the City and the consumer do not reach agreement on a contract, the provisions of this rate classification shall continue to apply as long as the Consumer satisfies the requirements for application of this rate classification.</p> <p>Contracts within the approved contract option framework for the supply of electrical energy and services may be approved by the Chief Administrative Officer and shall be signed by the City's authorized signing officers.</p> <p>Upon expiration or termination of a contract entered into pursuant to this contract option, the consumer shall be bound by the provisions of this rate classification. If at any time a consumer who has entered into a contract ceases to satisfy the requirements for application of this rate classification, the contract may be terminated by the City, and upon termination of the contract the consumer shall be bound by the provisions of the rate classification that is applicable under this Schedule.</p> | | | | |
| Application | <p>This rate classification applies to all consumers within the corporate boundaries of the City of Medicine Hat who meet the criteria specified above.</p> | | | | |
| Administration | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-right: 1px dashed black; padding: 5px;">Administration Charge:</td> <td style="padding: 5px;">\$11.77460 per day</td> </tr> <tr> <td style="border-right: 1px dashed black; padding: 5px;">Service Charge:</td> <td style="padding: 5px;">\$2.5280 per day</td> </tr> </table> | Administration Charge: | \$11.77460 per day | Service Charge: | \$2.5280 per day |
| Administration Charge: | \$11.77460 per day | | | | |
| Service Charge: | \$2.5280 per day | | | | |

E.4 COMMERCIAL
E.4.1 LARGE COMMERCIAL – PRIMARY

| | | |
|---|---|-------------------|
| <i>Distribution Access Service</i> | Demand Charge: | \$4.86 per kVA |
| <i>Energy Charge</i> | The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the monthly average Alberta Power Pool price as established and published by the Alberta Electrical System Operator (AESO) plus \$0.020 per kWh | |
| <i>Capacity Charge</i> | All kWhrs | \$0.02588 per kWh |
| <i>Minimum Charge</i> | Minimum monthly billing is the Service Charge and any Surcharge. The demand charge will be based on the highest measured kVA demand during the current billing cycle. | |
| <i>Municipal Consent and Access Fee (MCAF)</i> | The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges. | |

| E.5 INDUSTRIAL E.5.1 INDUSTRIAL – PRIMARY | | | | | |
|--|--|------------------------|--------------------|----------------|----------------|
| Availability | <p>This classification is limited to primary consumers who use the Electric Utility’s standard three-phase service at 13,800 volts for manufacturing purposes and who have a demand greater than 1,000 kVA measured at the billing meter.</p> | | | | |
| Conditions | <p>All metering equipment, transformers, switching equipment, cable and cable terminations on the consumer’s property (“the equipment”) shall be supplied and installed by the consumer at no cost to the Electric Utility. The equipment shall comply with Electric Utility Standards. The consumer shall retain ownership of the equipment and shall be responsible for its ongoing maintenance, repair and replacement.</p> <p>Upon written application to the Electric Utility, the Manager may approve the application of this rate classification to consumers that have a demand less than 1,000 kVA.</p> <p>Minimum Service Capacity: 1,000 kVA Voltage: 13,800 Volts</p> <p>If an E.51 Large Commercial – Primary consumer experiences a period of twelve consecutive months during which demand does not exceed 1,000 kVA, the Electric Utility may reclassify the consumer to the E.3.3 Medium Commercial classification</p> | | | | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this rate classification may make a written request to the Electric Utility to negotiate a contract for the supply of electrical energy and services.</p> <p>If the City and the consumer are successful in negotiating a contract, the provisions of this rate classification shall apply during the period of time prior to the effective date of the contract and the terms and conditions of the contract shall apply as of the effective date of the contract. If the City and the consumer do not reach agreement on a contract, the provisions of this rate classification shall continue to apply as long as the Consumer satisfies the requirements for application of this rate classification.</p> <p>Contracts within the approved contract option framework for the supply of electrical energy and services may be approved by the Chief Administrative Officer and shall be signed by the City’s authorized signing officers.</p> <p>Upon expiration or termination of a contract entered into pursuant to this contract option, the consumer shall be bound by the provisions of this rate classification. If at any time a consumer who has entered into a contract ceases to satisfy the requirements for application of this rate classification, the contract may be terminated by the City, and upon termination of the contract the consumer shall be bound by the provisions of the rate classification that is applicable under this Schedule.</p> | | | | |
| Application | <p>This rate classification applies to all consumers within the corporate boundaries of the City of Medicine Hat who meet the criteria specified above.</p> | | | | |
| Administration | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-right: 1px dashed black; padding: 5px;">Administration Charge:</td> <td style="padding: 5px;">\$57.18150 per day</td> </tr> </table> | Administration Charge: | \$57.18150 per day | | |
| Administration Charge: | \$57.18150 per day | | | | |
| Distribution Access Service | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-right: 1px dashed black; padding: 5px;">Service Charge:</td> <td style="padding: 5px;">\$2.43870 per day</td> </tr> <tr> <td style="border-right: 1px dashed black; padding: 5px;">Demand Charge:</td> <td style="padding: 5px;">\$4.82 per kVA</td> </tr> </table> | Service Charge: | \$2.43870 per day | Demand Charge: | \$4.82 per kVA |
| Service Charge: | \$2.43870 per day | | | | |
| Demand Charge: | \$4.82 per kVA | | | | |

E.5 INDUSTRIAL
E.5.1 INDUSTRIAL – PRIMARY

| | | |
|---|---|-------------------|
| <i>Energy Charge</i> | The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the monthly average Alberta Power Pool price as established and published by the Alberta Electrical System Operator (AESO) plus \$0.020 per kWh | |
| <i>Capacity Charge</i> | All kWhrs | \$0.02588 per kWh |
| <i>Minimum Charge</i> | Minimum monthly billing is the Service Charge and any Surcharge. The demand charge will be based on the highest measured kVA demand during the current billing cycle. | |
| <i>Municipal Consent and Access Fee (MCAF)</i> | The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges. | |

| E.6 UNMETERED | |
|------------------------------------|---|
| E.6.1 UNMETERED SERVICES | |
| Availability | This classification is limited to general service consumers whose load is constant and predictable and where metering is considered by the Electric Utility to be impractical. |
| Conditions | (a) Single phase three-wire installations (b) Voltage: 120/240 Volts or 120/208 Volts |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <p>(a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and</p> <p>(b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh.</p> |
| Application | This rate classification applies to all consumers within the corporate boundaries of the City of Medicine Hat who meet the criteria specified above. |
| Administration | Administration Charge: \$0.11770 per day |
| Distribution Access Service | Service Charge: \$0.28350 per day |
| | Facilities Usage: \$0.01200 per kWh |

**E.6 UNMETERED
E.6.1 UNMETERED SERVICES**

| | | |
|---|---|--------------------------|
| <p>Energy Charge</p> | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| <p>Capacity Charge</p> | <p>All kWhrs</p> | <p>\$0.02588 per kWh</p> |
| <p>Minimum Charge</p> | <p>Minimum monthly billing is the Service Charge and any Surcharge.</p> | |
| <p>Municipal Consent and Access Fee (MCAF)</p> | <p>The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges.</p> | |

E.7 RENTAL LIGHTING

| | |
|------------------------|---|
| Availability | The Electric Utility will provide and install unmetered High Pressure Sodium fixtures on a rental basis throughout the service area. Existing 250 Watt and 400 Watt Mercury Vapour fixtures may, at the sole discretion of the Electric Utility, be replaced with 100 Watt High Pressure Sodium fixtures. |
| Conditions | <ol style="list-style-type: none"> 1. Within the Service Area: <ol style="list-style-type: none"> (a) Rental lights may be installed on existing Electric Utility wooden poles located in lanes, streets, easements or public reserve areas; and (b) Additional utility poles will not be installed on private property if required only for the purpose of supplying power to or as support for a rental light. 2. The Electric Utility will supply and install the following items within the Service Area for a monthly rental fee: <ol style="list-style-type: none"> (a) Fixture, lamps and photocell controls; (b) Relamping and maintenance (on an earliest convenience basis – no overtime calls permitted). |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <ol style="list-style-type: none"> (a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and (b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh. |

E.7 RENTAL LIGHTING

| | | |
|--|---|-------------------|
| Application | This rate classification applies to all consumers within the corporate boundaries of the City of Medicine Hat who meet the criteria specified above. E.7.1 250 Watt Mercury Vapour or 100 Watt High Pressure Sodium E.7.2 400 Watt Photocell Head E.7.3 400 Watt Floodlight | |
| Administration | Administration Charge: | \$0.11770 per day |
| Distribution Access Service | Service Charge: | \$0.16450 per day |
| | Facilities Usage: | \$0.00840 per kWh |
| Energy Charge | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Minimum Charge | Minimum monthly billing is the Service Charge and any Surcharge. | |
| Municipal Consent and Access Fee (MCAF) | The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges. | |

E.8 STREET LIGHTING

| | | |
|--|--|-------------------|
| Availability | Applies to standard street light fixtures. | |
| Conditions | Variable charge based on profile of monthly hours of lighting operation applied to total wattage rate for lamp size and ballast. | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this rate classification may make a written request to the Electric Utility to negotiate a contract for the supply of electrical energy and services.</p> <p>If the City and the consumer are successful in negotiating a contract, the provisions of this rate classification shall apply during the period of time prior to the effective date of the contract and the terms and conditions of the contract shall apply as of the effective date of the contract. If the City and the consumer do not reach agreement on a contract, the provisions of this rate classification shall continue to apply as long as the Consumer satisfies the requirements for application of this rate classification.</p> <p>Contracts within the approved contract option framework for the supply of electrical energy and services may be approved by the Chief Administrative Officer and shall be signed by the City's authorized signing officers.</p> <p>Upon expiration or termination of a contract entered into pursuant to this contract option, the consumer shall be bound by the provisions of this rate classification. If at any time a consumer who has entered into a contract ceases to satisfy the requirements for application of this rate classification, the contract may be terminated by the City, and upon termination of the contract the consumer shall be bound by the provisions of the rate classification that is applicable under this Schedule.</p> | |
| Application | <p>Charges for service in any billing period are based on the sum of the total energy consumed by all municipal lighting structures.</p> <p>This rate classification applies to all consumers within the corporate boundaries of the City of Medicine Hat who meet the criteria specified above.</p> | |
| Administration | Administration Charge: | \$0.01490 per day |
| Distribution Access Service | Service Charge: | \$0.15250 per day |
| | Facilities Usage: | \$0.00750 per kWh |
| Energy Charge | The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the monthly average Alberta Power Pool price as established and published by the Alberta Electrical System Operator (AESO) plus \$0.020 per kWh | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Minimum Charge | Minimum monthly billing is the Service Charge and any Surcharge. | |
| Municipal Consent and Access Fee (MCAF) | The MCAF is a franchise charge set by the City of Medicine Hat to access municipal land to construct, operate and maintain distribution systems serving City customers. The MCAF is 9.30% of the monthly Distribution Access Service Charges. | |

NOTE: WHEREVER APPLICABLE, THE GOODS AND SERVICES TAX SHALL BE ADDED TO THE FEES, RATES, CHARGES OR OTHER AMOUNTS PAYABLE TO THE CITY PURSUANT TO THE PROVISION OF THIS BYLAW. (SEE BYLAW NO. 2716)

SCHEDULE "B" TO BYLAW #2244
AS AMENDED BY BYLAW #4654
DECEMBER 7, 2020

| SCHEDULE "B" | |
|------------------------------|--|
| City of Medicine Hat | Effective: January 1, 2021 |
| Electric Utility | Rate Approval: Bylaw 4654 |
| <u>Electric Rates</u> | Consumer Classes: N.1 Residential N.2 Farm N.3 Commercial N.4 Commercial – Primary N.5 Industrial N.6 Unmetered N.7 Rental Lighting N.8 Street Lighting |

N.1 RESIDENTIAL
N.1.1 RESIDENTIAL SERVICES

| | | |
|------------------------------------|--|-------------------|
| Availability | This classification is limited to residential consumers who use the Electric Utility's standard single phase service in an individual residence or apartment suite. | |
| Conditions | <p>(a) Single phase three-wire installation (b) Maximum service capacity: 200 amps (c) Voltage: 120/240 Volts</p> <p><i>(Note: Residential consumers adjacent to a commercial area may be served from a 120/208 Volt system at the option of the Electric Utility.)</i></p> | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <p>(a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and</p> <p>(b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh.</p> | |
| Application | This rate classification applies to residential consumers outside the corporate boundaries of the City of Medicine Hat. | |
| Administration | Administration Charge: | \$0.09430 per day |
| Distribution Access Service | Service Charge: | \$0.41760 per day |
| | Facilities Usage: | \$0.02150 per kWh |

N.1 RESIDENTIAL

N.1.1 RESIDENTIAL SERVICES

| | | |
|--|---|-------------------|
| Energy Charge | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| Environmental Conservation Charge | Additional charge for all kWhrs used per month in excess of 950 kWhrs | \$0.0074 per kWh |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Going Green | An electricity surcharge set by the Chief Administrative Officer in order to balance the revenues and costs of the Electric Utility's programs that provide renewable or alternative energy. | |
| Minimum Charge | Minimum monthly billing is the Service Charge and any Surcharge. | |
| <p>(NOTE: Multiple family residences that receive services through a single electric meter and contain three or more dwelling units will be billed under General Service classification N.3.1 or N.3.3.)</p> | | |

| N.2 FARM N.2.1 FARM SERVICES | |
|---|---|
| Availability | This classification is limited to single phase farm services and is available upon payment to the City of the actual or estimated cost of the extension required to connect the consumer's premises to the Electric Utility's existing facilities. |
| Conditions | <ul style="list-style-type: none"> (a) Single phase three-wire installation (b) Maximum service capacity: 200 amps (c) Voltage: 120/240 Volts |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <ul style="list-style-type: none"> (a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and (b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh. |
| Application | This rate classification applies to all consumers who operate farms outside the corporate boundaries of the City of Medicine Hat. |
| Administration | Administration Charge: \$0.08770 per day |
| Distribution Access Service | Service Charge: \$0.61800 per day |
| | Facilities Usage: \$0.00980 per kWh |

N.2 FARM
N.2.1 FARM SERVICES

| | | |
|------------------------|---|-------------------|
| Energy Charge | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Going Green | <p>An electricity surcharge set by the Chief Administrative Officer in order to balance the revenues and costs of the Electric Utility's programs that provide renewable or alternative energy.</p> | |
| Minimum Charge | <p>Minimum monthly billing is the Service Charge and any Surcharge.</p> | |

| N.3 COMMERCIAL N.3.1 SMALL COMMERCIAL | |
|--|--|
| Availability | This classification is limited to commercial and other non-residential consumers satisfying the conditions set out below. |
| Conditions | <p>(a) Single phase three-wire or three phase four-wire installations (b) Voltage (single phase): 120/240 Volts or 120/208 Volts (c) Voltage (three phase): 120/208 Volts, 277/480 Volts, or 347/600 Volts</p> <p>This rate applies to consumers that:</p> <p>(i) have consumed no more than 5,000 kWh in a monthly billing cycle, and (ii) have a demand no greater than 25 kVA as measured at the billing meter.</p> <p>In the event that either of these limits is exceeded, the Electric Utility may reclassify the consumer to the N.3.3 Medium Commercial classification.</p> <p>The City may at any time install a demand meter approved under the <i>Electricity and Gas Inspection Act</i> R.S.C. 1985 Chapter E-4.</p> |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <p>(a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and (b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh.</p> |
| Application | This rate classification applies to all consumers outside the corporate boundaries of the City of Medicine Hat who meet the criteria specified above. |
| Administration | Administration Charge: \$0.09330 per day |
| | Service Charge: \$0.61830 per day |

N.3 COMMERCIAL
N.3.1 SMALL COMMERCIAL

| | | |
|---|---|-------------------|
| <i>Distribution Access Service</i> | Facilities Usage: | \$0.01990 per kWh |
| <i>Energy Charge</i> | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| <i>Capacity Charge</i> | All kWhrs | \$0.02588 per kWh |
| <i>Going Green</i> | An electricity surcharge set by the Chief Administrative Officer in order to balance the revenues and costs of the Electric Utility's programs that provide renewable or alternative energy. | |
| <i>Minimum Charge</i> | Minimum monthly billing is the Service Charge and any Surcharge. | |

N.3 COMMERCIAL
N.3.3 MEDIUM COMMERCIAL

| | |
|------------------------|--|
| Availability | This classification is limited to commercial and other non-residential consumers satisfying the conditions set out below. |
| Conditions | <p>(a) Single phase three-wire or three phase four-wire installations (b) Voltage (single phase): 120/240 Volts or 120/208 Volts (c) Voltage (three phase): 120/208 Volts, 277/480 Volts, or 347/600 Volts</p> <p>This rate applies to consumers that:</p> <p>(i) have consumed in excess of 5,000 kWh in a monthly billing cycle, or (ii) have had at any time a demand in excess of 25 kVA but no greater than 2,000 kVA at the billing meter.</p> <p>If an N.3.3 Medium Commercial consumer experiences a period of twelve consecutive months during which</p> <p>(a) consumption does not exceed 5,000 kWh per monthly billing cycle, and (b) demand does not exceed 25 kVA,</p> <p>the Electric Utility may reclassify the consumer to the N.3.1 Small Commercial classification. If an N.3.3 Medium Commercial consumer experiences a demand in excess of 2,000 kVA, the consumer shall be required to switch to the applicable Primary classification (N.4.1 or N.5.1) and install all necessary equipment at its expense.</p> <p>The service capacity will not exceed 2,000 amps at 120/208 Volts, 277/480 Volts, or 347/600 Volts.</p> <p>The City may at any time install a demand meter approved under the <i>Electricity and Gas Inspection Act</i> R.S.C. 1985 Chapter E-4.</p> <p>The City may install a single phase or three phase service depending upon the anticipated load demand. Any request for three phase service which the Manager deems not to be warranted on the basis of anticipated demand for electrical energy will be refused unless the consumer pays in advance to the City a sum of money equal to the cost of installing a three phase service including all transformation costs.</p> |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six to the consecutive billing periods has ended. Thereafter the consumer will be subject ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> |

N.3 COMMERCIAL
N.3.3 MEDIUM COMMERCIAL

| | | |
|------------------------------------|---|-------------------|
| | <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <p>(a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and</p> <p>(b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh.</p> | |
| Application | This rate classification applies to all consumers outside the corporate boundaries of the City of Medicine Hat who meet the criteria specified above. | |
| Administration | Administration Charge: | \$0.63770 per day |
| Distribution Access Service | Service Charge: | \$2.60380 per day |
| | Demand Charge: | \$5.36 per kVA |
| Energy Charge | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Going Green | An electricity surcharge set by the Chief Administrative Officer in order to balance the revenues and costs of the Electric Utility's programs that provide renewable or alternative energy. | |
| Minimum Charge | <p>Minimum monthly billing is the Service Charge and any Surcharge.</p> <p>The demand charge will be based on the highest measured kVA demand during the current billing cycle.</p> | |

**N.3
N.3.2 AND N.3.4 TEMPORARY SERVICES DURING
CONSTRUCTION**

Availability

These classifications are limited to consumers outside the corporate boundaries of the City of Medicine Hat who require a temporary electrical service for construction purposes.

If the consumer meets the conditions specified in rate classification N.3.1, the charges in N.3.1 shall apply and the consumer shall be classified N.3.2. If the consumer meets the conditions specified in rate classification N.3.3, the charges in N.3.3 shall apply and the consumer shall be classified N.3.4.

(NOTE: All installation work for temporary services, except the final connections to the Point of Supply and the meter installation, are to be done by the consumer or his electrical contractor in accordance with the requirements of the Canadian Electrical Code).

**N.3 COMMERCIAL
N.3.5 AND N.3.6 IRRIGATION SERVICES**

Availability

These classifications are limited to irrigation services outside the corporate boundaries of the City of Medicine Hat that meet the conditions set out in rate classification N.3.1 or N.3.3.

If the consumer meets the conditions specified in rate classification N.3.1, the charges in N.3.1 shall apply and the consumer shall be classified N.3.5. If the consumer meets the conditions specified in rate classification N.3.3, the charges in N.3.3 shall apply and the consumer shall be classified N.3.6.

| N.4 COMMERCIAL N.4.1 LARGE COMMERCIAL – PRIMARY | | | | | |
|--|--|------------------------|--------------------|-----------------|-------------------|
| Availability | <p>This classification is limited to primary consumers who use the Electric Utility's standard three-phase service at 13,800 volts for commercial or other non-residential purposes other than manufacturing, and who have a demand greater than 1,000 kVA measured at the billing meter.</p> | | | | |
| Conditions | <p>All metering equipment, transformers, switching equipment, cable and cable terminations on the consumer's property ("the equipment") shall be supplied and installed by the consumer at no cost to the Electric Utility. The equipment shall comply with Electric Utility Standards. The consumer shall retain ownership of the equipment and shall be responsible for its ongoing maintenance, repair and replacement.</p> <p>Upon written application to the Electric Utility, the Manager may approve the application of this rate classification to consumers that have a demand less than 1,000 kVA.</p> <p>Minimum Service Capacity: 1,000 kVA Voltage: 13,800 Volts</p> <p>If an N.41 Large Commercial – Primary consumer experiences a period of twelve consecutive months during which demand does not exceed 1,000 kVA, the Electric Utility may reclassify the consumer to the N.3.3 Medium Commercial classification.</p> | | | | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this rate classification may make a written request to the Electric Utility to negotiate a contract for the supply of electrical energy and services.</p> <p>If the City and the consumer are successful in negotiating a contract, the provisions of this rate classification shall apply during the period of time prior to the effective date of the contract and the terms and conditions of the contract shall apply as of the effective date of the contract. If the City and the consumer do not reach agreement on a contract, the provisions of this rate classification shall continue to apply as long as the Consumer satisfies the requirements for application of this rate classification.</p> <p>Contracts within the approved contract option framework for the supply of electrical energy and services may be approved by the Chief Administrative Officer and shall be signed by the City's authorized signing officers.</p> <p>Upon expiration or termination of a contract entered into pursuant to this contract option, the consumer shall be bound by the provisions of this rate classification. If at any time a consumer who has entered into a contract ceases to satisfy the requirements for application of this rate classification, the contract may be terminated by the City, and upon termination of the contract the consumer shall be bound by the provisions of the rate classification that is applicable under this Schedule.</p> | | | | |
| Application | <p>This rate classification applies to all consumers outside the corporate boundaries of the City of Medicine Hat who meet the criteria specified above.</p> | | | | |
| Administration | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Administration Charge:</td> <td style="border-bottom: 1px solid black; text-align: right;">\$11.77460 per day</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Service Charge:</td> <td style="border-bottom: 1px solid black; text-align: right;">\$2.52800 per day</td> </tr> </table> | Administration Charge: | \$11.77460 per day | Service Charge: | \$2.52800 per day |
| Administration Charge: | \$11.77460 per day | | | | |
| Service Charge: | \$2.52800 per day | | | | |

N.4 COMMERCIAL
N.4.1 LARGE COMMERCIAL – PRIMARY

| | | |
|---|---|-------------------|
| <i>Distribution Access Service</i> | Demand Charge: | \$4.86 per kVA |
| <i>Energy Charge</i> | The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the average monthly Alberta Power Pool price as established and published by the Alberta Electrical System Operator (AESO) plus \$0.020 per kWh | |
| <i>Capacity Charge</i> | All kWhrs | \$0.02588 per kWh |
| <i>Minimum Charge</i> | Minimum monthly billing is the Service Charge and any Surcharge. The demand charge will be based on the highest measured kVA demand during the current billing cycle. | |

| N.5 INDUSTRIAL N.5.1 INDUSTRIAL – PRIMARY | | | | | |
|--|--|------------------------|--------------------|----------------|----------------|
| Availability | <p>This classification is limited to primary consumers who use the Electric Utility's standard three-phase service at 13,800 volts for manufacturing purposes and who have a demand greater than 1,000 kVA measured at the billing meter.</p> | | | | |
| Conditions | <p>All metering equipment, transformers, switching equipment, cable and cable terminations on the consumer's property ("the equipment") shall be supplied and installed by the consumer at no cost to the Electric Utility. The equipment shall comply with Electric Utility Standards. The consumer shall retain ownership of the equipment and shall be responsible for its ongoing maintenance, repair and replacement.</p> <p>Upon written application to the Electric Utility, the Manager may approve the application of this rate classification to consumers that have a demand less than 1,000 kVA.</p> <p>Minimum Service Capacity: 1,000 kVA Voltage: 13,800 Volts</p> <p>If an N.51 Large Commercial – Primary consumer experiences a period of twelve consecutive months during which demand does not exceed 1,000 kVA, the Electric Utility may reclassify the consumer to the N.3.3 Medium Commercial classification</p> | | | | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this rate classification may make a written request to the Electric Utility to negotiate a contract for the supply of electrical energy and services.</p> <p>If the City and the consumer are successful in negotiating a contract, the provisions of this rate classification shall apply during the period of time prior to the effective date of the contract and the terms and conditions of the contract shall apply as of the effective date of the contract. If the City and the consumer do not reach agreement on a contract, the provisions of this rate classification shall continue to apply as long as the Consumer satisfies the requirements for application of this rate classification.</p> <p>Contracts within the approved contract option framework for the supply of electrical energy and services may be approved by the Chief Administrative Officer and shall be signed by the City's authorized signing officers.</p> <p>Upon expiration or termination of a contract entered into pursuant to this contract option, the consumer shall be bound by the provisions of this rate classification. If at any time a consumer who has entered into a contract ceases to satisfy the requirements for application of this rate classification, the contract may be terminated by the City, and upon termination of the contract the consumer shall be bound by the provisions of the rate classification that is applicable under this Schedule.</p> | | | | |
| Application | <p>This rate classification applies to all consumers outside the corporate boundaries of the City of Medicine Hat who meet the criteria specified above.</p> | | | | |
| Administration | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px dashed black; padding: 5px;">Administration Charge:</td> <td style="border-bottom: 1px dashed black; padding: 5px; text-align: right;">\$57.18150 per day</td> </tr> </table> | Administration Charge: | \$57.18150 per day | | |
| Administration Charge: | \$57.18150 per day | | | | |
| Distribution Access Service | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px dashed black; padding: 5px;">Service Charge:</td> <td style="border-bottom: 1px dashed black; padding: 5px; text-align: right;">\$2.43870 per day</td> </tr> <tr> <td style="padding: 5px;">Demand Charge:</td> <td style="padding: 5px; text-align: right;">\$4.82 per kVA</td> </tr> </table> | Service Charge: | \$2.43870 per day | Demand Charge: | \$4.82 per kVA |
| Service Charge: | \$2.43870 per day | | | | |
| Demand Charge: | \$4.82 per kVA | | | | |

N.5 INDUSTRIAL
N.5.1 INDUSTRIAL – PRIMARY

| | | |
|------------------------|---|-------------------|
| Energy Charge | The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the monthly average Alberta Power Pool price as established and published by the Alberta Electrical System Operator (AESO) plus \$0.020 per kWh | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Minimum Charge | Minimum monthly billing is the Service Charge and any Surcharge. The demand charge will be based on the highest measured kVA demand during the current billing cycle. | |

| N.6 UNMETERED N.6.1 UNMETERED SERVICES | | | | | |
|---|---|------------------------|-------------------|-------------------|-------------------|
| Availability | This classification is limited to general service consumers whose load is constant and predictable and where metering is considered by the Electric Utility to be impractical. | | | | |
| Conditions | <ul style="list-style-type: none"> (a) Single phase three-wire installations (b) Voltage: 120/240 Volts or 120/208 Volts | | | | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <ul style="list-style-type: none"> (a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and (b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh. | | | | |
| Application | This rate classification applies to all consumers outside the corporate boundaries of the City of Medicine Hat who meet the criteria specified above. | | | | |
| Administration | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Administration Charge:</td> <td style="border-bottom: 1px solid black; text-align: right;">\$0.11770 per day</td> </tr> </table> | Administration Charge: | \$0.11770 per day | | |
| Administration Charge: | \$0.11770 per day | | | | |
| Distribution Access Service | <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Service Charge:</td> <td style="border-bottom: 1px solid black; text-align: right;">\$0.28350 per day</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Facilities Usage:</td> <td style="border-bottom: 1px solid black; text-align: right;">\$0.01200 per kWh</td> </tr> </table> | Service Charge: | \$0.28350 per day | Facilities Usage: | \$0.01200 per kWh |
| Service Charge: | \$0.28350 per day | | | | |
| Facilities Usage: | \$0.01200 per kWh | | | | |

N.6 UNMETERED
N.6.1 UNMETERED SERVICES

| | | |
|-------------------------------|---|--------------------------|
| <p>Energy Charge</p> | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| <p>Capacity Charge</p> | <p>All kWhrs</p> | <p>\$0.02588 per kWh</p> |
| <p>Minimum Charge</p> | <p>Minimum monthly billing is the Service Charge and any Surcharge.</p> | |

N.7 RENTAL LIGHTING

| | |
|------------------------|---|
| Availability | The Electric Utility will provide and install unmetered High Pressure Sodium fixtures on a rental basis throughout the service area. Existing 250 Watt and 400 Watt Mercury Vapour fixtures may, at the sole discretion of the Electric Utility, be replaced with 100 Watt High Pressure Sodium fixtures. |
| Conditions | <ol style="list-style-type: none"> 1. Within the Service Area: <ol style="list-style-type: none"> (a) Rental lights may be installed on existing Electric Utility wooden poles located in lanes, streets, easements or public reserve areas; (b) Additional utility poles will not be installed on private property if required only for the purpose of supplying power to or as support for a rental light. 2. The Electric Utility will supply and install the following items within the Service Area for a monthly rental fee: <ol style="list-style-type: none"> (a) Fixture, lamps and photocell controls; (b) Relamping and maintenance (on an earliest convenience basis – no overtime calls permitted). |
| Contract Option | <p>A consumer who satisfies the requirements for application of this Rate Classification may elect the Energy Supply Pricing [Firm] (ESPf) contract option.</p> <p>A consumer's election of the ESPf contract option, and election to discontinue the ESPf contract option, must be made in accordance with procedures established by the Chief Administrative Officer.</p> <p>Billing for electrical energy consumption under the ESPf Option will be effective the first day of the next new billing period.</p> <p>A consumer who elects the ESPf contract option may subsequently elect to discontinue the ESPf contract option only after the consumer is billed under the ESPf contract option for at least six consecutive billing periods. If a new ESPf contract rate has been established before the last of the six consecutive billing periods has ended, the rate will remain unchanged until the last of the six consecutive billing periods has ended. Thereafter the consumer will be subject to the ESPf contract rate then in effect.</p> <p>Billing for electrical energy consumption under the ESPf contract option will cease effective the first day of the next new billing period provided the consumer has been billed for six consecutive billing periods.</p> <p>The City reserves the right to discontinue the ESPf contract option at any time by providing the consumer with 30 days' notice.</p> <p>A Consumer who elects the ESPf Option will:</p> <ol style="list-style-type: none"> (a) continue to be responsible to pay all rates and charges applicable to the consumer's rate classification, with the exception of the Energy Charge applicable to that rate classification; and (b) pay an Energy Charge for electrical energy consumption of \$0.0680 per kWh. |

N.7 RENTAL LIGHTING

| | | |
|------------------------------------|---|-------------------|
| Application | <p>This rate classification applies to all consumers outside the corporate boundaries of the City of Medicine Hat who meet the criteria specified above.</p> <p>N.7.1 250 Watt Mercury Vapour or 100 Watt High Pressure Sodium N.7.2 400 Watt Photocell Head N.7.3 400 Watt Floodlight</p> | |
| Administration | Administration Charge: | \$0.11770 per day |
| Distribution Access Service | Service Charge: | \$0.16450 per day |
| | Facilities Usage: | \$0.00840 per kWh |
| Energy Charge | <p>The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the Market Reference Price. Market Reference Price is defined as the average of the rates for owners whose regulated rate tariffs are approved by the Alberta Utilities Commission under section 103(2) of the <i>Electric Utilities Act</i> for that calendar month as posted by the Alberta Utilities Commission on its internet page under <i>Regulated Rate Option Regulation</i>.</p> <p>If the information is not available on the Alberta Utilities Commission website for any reason, the Energy Charge shall remain the same as the Energy Charge for the last month when the information was available on the Alberta Utilities Commission website, unless adjusted by a resolution passed by Council pursuant to section 34(2).</p> | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Minimum Charge | Minimum monthly billing is the Service Charge and any Surcharge. | |

N.8 STREET LIGHTING

| | | |
|------------------------------------|--|-------------------|
| Availability | Applies to standard street light fixtures. | |
| Conditions | Variable charge based on profile of monthly hours of lighting operation applied to total wattage rate for lamp size and ballast. | |
| Contract Option | <p>A consumer who satisfies the requirements for application of this rate classification may make a written request to the Electric Utility to negotiate a contract for the supply of electrical energy and services.</p> <p>If the City and the consumer are successful in negotiating a contract, the provisions of this rate classification shall apply during the period of time prior to the effective date of the contract and the terms and conditions of the contract shall apply as of the effective date of the contract. If the City and the consumer do not reach agreement on a contract, the provisions of this rate classification shall continue to apply as long as the Consumer satisfies the requirements for application of this rate classification.</p> <p>Contracts within the approved contract option framework for the supply of electrical energy and services may be approved by the Chief Administrative Officer and shall be signed by the City's authorized signing officers.</p> <p>Upon expiration or termination of a contract entered into pursuant to this contract option, the consumer shall be bound by the provisions of this rate classification. If at any time a consumer who has entered into a contract ceases to satisfy the requirements for application of this rate classification, the contract may be terminated by the City, and upon termination of the contract the consumer shall be bound by the provisions of the rate classification that is applicable under this Schedule.</p> | |
| Application | Charges for service in any billing period are based on the sum of the total energy consumed by all municipal lighting structures. This rate classification applies to all consumers outside the corporate boundaries of the City of Medicine Hat who meet the criteria specified above. | |
| Administration | Administration Charge: | \$0.01490 per day |
| Distribution Access Service | Service Charge: | \$0.15250 per day |
| | Facilities Usage | \$0.00750 per kWh |
| Energy Charge | The Energy Charge shall be a per kWh charge, adjusted monthly, that is equal to the monthly average Alberta Power Pool price as established and published by the Alberta Electrical System Operator (AESO) plus \$0.020 per kWh | |
| Capacity Charge | All kWhrs | \$0.02588 per kWh |
| Minimum Charge | Minimum monthly billing is the Service Charge and any Surcharge. | |

NOTE: WHEREVER APPLICABLE, THE GOODS AND SERVICES TAX SHALL BE ADDED TO THE FEES, RATES, CHARGES OR OTHER AMOUNTS PAYABLE TO THE CITY PURSUANT TO THE PROVISION OF THIS BYLAW. (SEE BYLAW NO. 2716)

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

PRESENT: B. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
D. Egert, Commissioner of Corporate Services
B. Mastel, Commissioner of Public Services
G. Mauch, Acting Commissioner of Energy & Utilities
S. Schwarzenberger, Commissioner of Development & Infrastructure
L. Clark, Acting City Solicitor (*via telephone*)
A. Cruickshank, City Clerk

ALSO PRESENT: C. Graham, Director of Marketing & Communications - Invest Medicine Hat (*via telephone*)

1. **2021 Utility Distribution Systems Operating Budget Update** (Appendix A)

Administrative Committee referred the item to Council for adoption.

ADOPTION

BRIEFING NOTE

DECISION

2021 UTILITY DISTRIBUTION SYSTEMS OPERATING BUDGET UPDATE

NOVEMBER 12, 2020

ISSUE:

Approval of the 2021 Utility Distribution Systems Operating Budget update.

RECOMMENDATION:

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

- a) 2021 Utility Distribution Systems Operating Revenue and Expenditure Budget update.
- b) Electric Distribution Rates for 2021 subject to passing of the Electric Utility Rate Bylaw.
- c) Gas Distribution Rates for 2021 subject to passing of the Gas Utility Rate Bylaws.

COUNCIL STRATEGIC PRIORITY:

Fiscal Responsibility & Infrastructure Renewal

The key focus of the proposed 2021 budget update is sustainable long-term infrastructure management to effectively deliver natural gas and electric energy customers in a safe, reliable manner.

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

The Operating Budgets and Tangible Capital Asset Budgets were developed based on industry best practices, standards and current provincial and federal regulations to ensure department activities meet all appropriate environmental considerations.

Financial Impact:

| | | |
|------------------------|---|---------------------------------|
| Funding Request: | Yes | If yes, amount: As noted below. |
| Budgeted Item: | Yes | Funding Source: Utility Rates |
| Funding Explanation: | Utility expenses are recovered through utility rates. | |
| Budget Amendment Form? | No | |

The 2019-2022 Energy & Utilities Division Budgets were approved by City Council on December 3, 2018. The various budget documents can be accessed through the following link: <https://medicinehat.ca/government/departments/finance/budgets>

| ELECTRIC DISTRIBUTION | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|--|--------------|---------------|----------------------|---------------------|
| Revenues | \$ 21,684 | \$ 20,787 | \$ 23,383 | \$ 21,625 |
| Expenses | \$ 19,366 | \$ 19,921 | \$ 19,364 | \$ 19,294 |
| Net income | \$ 2,319 | \$ 866 | \$ 4,019 | \$ 2,331 |
| Average Residential Rate Increase (655 kWh / mo) | \$ 1.80 / mo | | \$ 0.65 / mo | \$ 1.28 / mo |

APPENDIX A

| GAS DISTRIBUTION | 2020 Budget | 2020 Forecast | 2021 Original Budget | 2021 Amended Budget |
|---|--------------------|----------------------|-----------------------------|----------------------------|
| Revenues | \$ 15,496 | \$ 15,315 | \$ 16,222 | \$ 15,435 |
| Expenses | \$ 14,136 | \$ 12,614 | \$ 14,580 | \$ 14,202 |
| Net income | \$ 1,361 | \$ 2,701 | \$ 1,642 | \$ 1,232 |
| Average Residential Rate Increase (11 Gj / mo) | \$ 0.95 / mo | | \$ 1.16 / mo | \$ 0.03 / mo |

Legal / Policy Impact:

Utility Distribution System Rates for 2021 subject to passing of the amended Electric and Gas Utility Rate Bylaws.

Public Implications:

The Operating Budgets and Tangible Capital Asset Budgets were developed based on City Council's strategic priorities and in accordance with corporate policies and industry best practices.

Rate impacts will vary by customer class. The average monthly increase for residential customers will be approximately \$1.31 per month in 2021.

BACKGROUND:

The 2021 Operating Budget updates have been prepared based on the Utility Distribution System Business Plan that follows sound industry practices, Federal and Provincial regulations, historical activity levels and growth trends. They are in alignment with City Council's strategic priorities. The key theme is sustainable long-term infrastructure management to effectively deliver natural gas and electrical energy to customers within the City service area at competitive rates, while meeting or exceeding Industry standards.

The Budgets were also based on identifying and implementing process improvement initiatives to reduce cost and improve efficiencies while maintaining a high standard of safety and environmental stewardship. The Budgets reflect a continuation of City Council's policy for utilities to be financially sustainable by ensuring that the 2021 revenue requirement is based on maintaining the revenue to cost ratio of 1 including a return on capital investment.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

Do not request a budget amendment and do not adjust utility rates to reflect the 2021 revenue requirements. This option is not recommended as utility rate revenue adjustments support the long-term financial sustainability of each utility.

IMPLEMENTATION PLAN:

Approval and First Reading of the Rate Bylaws November 16, 2020
 Second and Third Reading of the Rate Bylaws December 7, 2020
 Effective Date of Rates January 1, 2021

| | | |
|--------------------------------|---|------------------|
| PREPARED BY & DATE: | Grayson Mauch, General Manager, Utility Distribution Systems | November 9, 2020 |
| APPROVED BY & DATE: | Brad Maynes, Commissioner of Energy and Utilities Division | |
| ATTACHMENTS: | | |

**MINUTES OF THE ADMINISTRATIVE COMMITTEE MEETING
HELD ON NOVEMBER 18, 2020 AT 9:00 A.M.
IN CITY HALL CONFERENCE ROOM #2-1**

PRESENT: B. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
D. Egert, Commissioner of Corporate Services
B. Mastel, Commissioner of Public Services (*via telephone*)
B. Maynes, Commissioner of Energy & Utilities (*via telephone*)
S. Schwitzenberger, Commissioner of Development & Infrastructure (*via telephone*)
B. Bullock, Acting City Solicitor(*via telephone*)
A. Cruickshank, City Clerk

1. **RFP Recommendation: EU20-103 – WTP Residuals Management Facility (RMF) Engineering Services** (Appendix A)

Administrative Committee awarded the tender to the best evaluated bid meeting specification: MPE Engineering Ltd. in the amount of \$2,384,000.

INFORMATION

Adjournment

The meeting adjourned at 11.55 a.m.

Received by City Council on December 7, 2020.

ANGELA CRUICKSHANK, CITY CLERK

Request for Proposal (RFP) Recommendation
TO: Admin Committee
FROM: John Michalopoulos

DATE: November 9, 2020
COPY: Phil Downie

RFP No. and Title: EU20-103 - WTP Residuals Management Facility (RMF) Engineering Services
Source of Financing: Debenture **Work Order 20610032** **Activity Code 6216**
Bylaw No. (if applicable): 4270

| BUDGET APPROVAL | DOLLAR AMOUNT | BUDGET REFERENCE (Year – Page Ref.) |
|---|-----------------------|--|
| Original Budget: | \$3,000,000.00 | 2016 WTP - Solids Handling Facility |
| Add: Additional Approved Funding | \$ | |
| TOTAL APPROVED BUDGET | \$ | |
| Less: Commitment/Expenditures To Date: | \$591,223.83 | |
| AVAILABLE APPROPRIATION | \$2,408,776.17 | |
| Less: Value of this RFP (excluding GST) | \$2,384,000.00 | |
| REMAINING APPROPRIATION | \$24,776.17 | |

Estimated Cost at Completion: \$2,384,000.00

Total Approved Budget: \$3,000,000.00

Project (over/under) expended: \$24,776.17

Changes to approved program: N/A


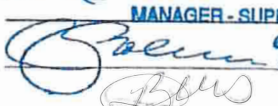
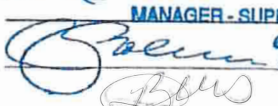

RFP Results (Summary of Total Evaluated Prices excluding GST):
 See attached Summary.

RFP Recommendation:
 Award to best evaluated bidder meeting spec.

Company Name:
 MPE Engineering Ltd.

Value of RFP as Recommended (excluding GST): \$ 2,384,000.00

Assigned Contract Administrator/Title/Phone #: John Michalopoulos, Manager of Treatment Plants
 403 502-8097

| | | | |
|-------------------------|--|-------|-------------------|
| Recommended By: |  PHIL DOWNIE, SCMP | Date: | Nov 17, 2020 |
| Reviewed By Purchasing: |  MANAGER - SUPPLY CHAIN | Date: | Nov 12, 2020 |
| Approved By: |  GM Environmental Utilities | Date: | Nov 12, 2020 |
| Approved By: |  Brad Maynes, Commissioner of Energy & Utilities | Date: | November 16, 2020 |

ENERGY & UTILITIES DIVISION

Department: Environmental Utilities

RFP Recommendation EU20-103 WTP Residuals Management Facility (RMF) Engineering Services for Design, Tendering and Construction

Scope

The Environmental Utilities Department requires a consultant with experience in water treatment plant operation and residuals treatment and handling to complete the tasks and provide the deliverables outlined in this Terms of Reference including:

- Preliminary Design, building upon the work previously completed.
- Detailed Design will include the finalization of all design aspects related to process, civil, architectural, structural, mechanical and electrical disciplines.
- Tender Package for the Residuals Management Facility and, upon completion of the tender process, a letter of recommendation to award.
- Consultant shall provide project management on behalf of the City to monitor and supervise the construction contractor for all phases of work. The deliverables for this phase are a commissioned infrastructure project, complete with record drawings meeting City standards.

Timelines

- Notice of Award: Q4, 2020
- Completion of Phase 1 and Finalization of Design Basis Memorandum: Q2, 2021
- Completion of Phase 2: Detailed Design: Q1, 2022
- Tendering: Q2, 2022
- Construction: Q2, 2022 – Q2, 2024
- Total Completion: December 2024

Rationale

The City of Medicine Hat has an Approval to Operate a Water Treatment Plant and Distribution System under the *Environmental Protection and Enhancement Act* of the Province of Alberta. Alberta Environment and Parks (AEP) requires the City of Medicine Hat WTP, as part of its Approval, to construct a Residuals Management Facility (RMF) that would limit the impact of process generated waste streams (residuals) discharged into the South Saskatchewan River by December 30, 2024. A conceptual engineering design of the RMF was completed. The conceptual engineering design set out methodology for treatment and disposal of residuals. AEP reviewed this plan and it represents the City's chosen path forward for execution.

Review/Recommendation

The RFP for the WTP Residuals Management Facility Engineering Services received two proponent bids. The two bids were evaluated and the evaluation team recommends MPE as the best-evaluated proposal for this project, providing the best combination of appropriate costs, project understanding, proposed work plan, corporate quality control and team member experience.



RFP SUMMARY

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

| | | | |
|-----------------|----------|---------------------|---|
| RFP NO.: | EU20-103 | DESCRIPTION: | WTP Residuals Management Facility (RMF) Engineering Services for Design, Tendering and Construction |
|-----------------|----------|---------------------|---|

| BIDDER | | | | | |
|--------|-------------------------------------|--|--|--|--|
| 1. | Associated Engineering Alberta Ltd. | | | | |
| 2. | MPE Engineering Ltd. | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |
| 6. | | | | | |
| 7. | | | | | |
| 8. | | | | | |
| 9. | | | | | |
| 10. | | | | | |

POSTED DATE: August 5, 2020 OPENING DATE: September 10, 2020 OPENED BY: Don Borrows
 POSTING LOCATION: Alberta Purchasing Connection (APC) and bids&tenders Rhonda Olson

**ENERGY & UTILITIES COMMITTEE
MEETING MINUTES
Thursday, November 19, 2020
Boardroom 2-1, City Hall
3:32 P.M.**

PRESENT: Councillor P. Turnbull, Chair
Councillor J. McIntosh, Vice-Chair
Councillor J. Turner

ALSO PRESENT: Councillor K. Samraj (*non-Member of Committee, attended via telephone*)
R. Nicolay, Chief Administrative Officer
B. Maynes, Commissioner of Energy & Utilities Division (*attended via telephone*)
B. Strandlund, General Manager, Electric Generation (*attended via telephone*)
R. Pancoast, General Manager, Utilities Business Development & Support (*attended via telephone*)
K. Redden, General Manager, Natural Gas & Petroleum Resources (*attended via telephone*)
T. Tuchscherer, Manager, Energy Marketing & Analytics, Utilities Business Development & Support
J. Morissette, Business Manager, Natural Gas & Petroleum Resources
J. Freeman, Solicitor (*attended via telephone*)
T. Petryshyn, Corporate Communications Specialist, Invest Medicine Hat (*attended via telephone*)
J. Anderson, Executive Assistant

MOTION TO CLOSE MEETING TO THE PUBLIC

Councillor McIntosh, seconded by Councillor Turner moved to close the meeting to the public to discuss the following pursuant to the *Freedom of Information and Protection of Privacy Act*:

- Energy & Utilities Division Business Items (FOIP s.24)

CARRIED

MOTION TO OPEN MEETING TO THE PUBLIC

Councillor McIntosh, seconded by Councillor Turnbull moved to open the meeting to the public.

CARRIED

Adjournment

The meeting adjourned at 5:10 P.M.

RECEIVED BY CITY COUNCIL

December 7, 2020

Angela Cruickshank, City Clerk

Public Services Committee

MEETING SUMMARY

Monday, November 23, 2020

City Hall – Council Chambers

12:15 PM

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

ALSO PRESENT: Councillor P. Turnbull (non-member of Committee)
B. Nicolay, Chief Administrative Officer
B. Mastel, Commissioner of Public Services
B. Bullock, Acting City Solicitor (*attended via telephone*)
J. Will, General Manager of Parks and Recreation
L. Prestayko, General Manager of Community Development (*attended via telephone*)
B. Stauth, Fire Chief (*attended via telephone*)
A. Wiebe, Corporate Communications Specialist (*attended via telephone*)
L. Perry, Executive Assistant

DELEGATIONS: Urban Environment and Recreation Advisory Board

- D. Robinson, Vice-Chair [*Item #1*]

Selection Committee – Community Vibrancy Grant

- M. Povey, Representative [*Item #2*]

Medicine Hat Public Library

- K. Feser, Chief Librarian [*Item #3*]

Medicine Hat Public Library Board

- R. Redmond, Chair [*Item #3*]

1. URBAN ENVIRONMENT AND RECREATION ADVISORY BOARD – SPORTS WALL OF FAME RECOMMENDATIONS

APPENDIX A

Councillor Samraj introduced this item on behalf of UERAB, providing information regarding the rationale behind the recommendation and merits of the two nominees. Councillor Samraj noted that should the recommendations be accepted, one of the inductions will be done posthumously.

Donna Robinson, Vice-Chair of UERAB, was also in attendance and indicated her support of Cllr. Samraj's explanation surrounding the nominations.

Committee extended their appreciation and gratitude for UERAB's consideration of the applications.

Following discussion, the Public Services Committee recommends **THAT CITY COUNCIL APPROVE THE FOLLOWING INDUCTIONS TO THE MEDICINE HAT SPORTS WALL OF FAME:**

MEDICINE HAT HOCKEY HOUNDS

MR. BILL PAGE

ADOPTION

2. COMMUNITY VIBRANCY GRANT DISTRIBUTION

APPENDIX B

Committee welcomed Martin Povey, who represented the Community Vibrancy Grant Selection Committee. Mr. Povey provided background of the process followed and explained the selection committee was asked to evaluate submissions and develop recommendations for distribution of up to the \$39,000 funding available. The selection committee reviewed twenty-one applications seeking a total of \$198,907.40. The applications varied greatly with requests for support towards events, programs, and activities. The recommendations of the selection committee are diverse in nature, and are in support of arts, music, culture, and sport.

Committee extended their appreciation for the information provided and asked questions regarding the some of the proposals and their intended outcomes.

The Public Services Committee recommends **THAT CITY COUNCIL APPROVES THE DISTRIBUTION OF THE COMMUNITY VIBRANCY GRANT AS DESCRIBED IN ATTACHMENT #1 OF APPENDX B.**

ADOPTION

3. MEDICINE HAT PUBLIC LIBRARY: 2021-2025 PLAN OF SERVICE

APPENDIX C

Committee welcomed Rick Redmond, Chair of the Medicine Hat Public Library (MHPL) Board and Ken Feser, Chief Librarian, to the meeting. Mr. Redmond introduced this matter, noting that on November 20, 2020 the MHPL celebrated 105 years in the community. He provided a presentation (included in Appendix C), which outlined the MHPL Vision, 2021-2025 Strategic Goals, and how the goals were reached. Mr. Redmond concluded his presentation by highlighting the development of a new logo for the MHPL.

Mr. Feser provided an overview of activities that have taken place in response to the COVID-19 pandemic. Such activities included curb side pick-up, increased online presence of local content, and take-home story time kits.

Committee thanked Mr. Redmond and Mr. Feser for attending, and extended their appreciation for the information presented.

INFORMATION

MOTION TO CLOSE MEETING TO THE PUBLIC

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

CARRIED

ADJOURNMENT

The meeting adjourned at 2:28 PM.

RECEIVED BY CITY COUNCIL

December 7, 2020

Angela Cruickshank, City Clerk

Urban Environment and Recreation Advisory Board
SPORTS WALL OF FAME RECOMMENDATIONS

EXCERPT FROM THE URBAN ENVIRONMENT AND RECREATION ADVISORY BOARD MEETING HELD ON THURSDAY, OCTOBER 22, 2020, TO BE FORWARDED TO THE PUBLIC SERVICES COMMITTEE FOR ADOPTION:

The Advisory Board received nomination applications for review and recommendation to the Sports Wall of Fame. The nominations were weighed against the goals and criteria of the Sports Wall of Fame as set out by Council:

Goals of the Sports Wall of Fame

- To recognize community leaders in sports (outstanding success or contributions).
- To honour sports related individuals and teams of the past and inspire those of the future.
- To honour significant contributions to sports while representing the City of Medicine Hat.
- To display the history of sports in Medicine Hat.
- To instill a Medicine Hat identity and show pride in outstanding sports achievements.

Criteria

- Significant local, provincial, national or international recognition.
- Sustained ambassadorship of Medicine Hat in sports.
- Longevity of achievement in sports.
- Contribution towards the betterment of the sports community.
- Born or moved to Medicine Hat (a resident of the city) and considers Medicine Hat an important part of their life experience.
- Excelled in sports as a leader (i.e. referee/umpire, media, team, and/or sponsor).
- Minimum of 10 years of experience in their field.
- Outstanding/extraordinary success.
- Nominees must have an outstanding achievement(s) that warrant special recognition (i.e. Olympic medal).
- Nominees are eligible for three selection years only, and then removed from the selection process unless their accomplishments have changed.

The Advisory Board recommends through the Public Services Committee that City Council approve the following inductions to the Medicine Hat Sports Wall of Fame:

Medicine Hat Hockey Hounds:

- Community hockey leaders that have served the Medicine Hat and area for 50 years.
- They provide expertise and funding to local minor hockey associations in Medicine Hat.
- Focus on education and training of players, parents, coaches and officials.
- They have provided over \$2 million dollars to community projects:
 - Hockey Hounds Recreation Centre
 - AED machines in all recreation centres
 - Team sponsorship from Tiny Mite to Junior B hockey
 - Educational scholarships
 - Support needy families by covering player registration fees
- Supporter of the Sledge Hockey Program.
- Has organized annual Major Bantam Hockey Tournament for 49 years.
 - High profile tournament used by WHL, Junior A & NCAA Scouts, to draft player for these leagues. Many NHL players have played in this tournament.
 - Economic impact to the community of Medicine Hat - \$1.5 million dollars annually.
- Strong volunteer base providing support to other community tournaments and special events. Recently the Gold Medal sponsor for the World U17 Hockey Challenge.
- Continues to be a significant supporter and contributor to the betterment of the sport of hockey in the Medicine Hat and area community.

Mr. Bill Page:

- Along with others, Bill Page started the Medicine Hat Boxing Club in 1975 and coached and mentored athletes until his passing in 2016.
- Trained grassroots to national competitors, including an Olympic athlete.
- Won numerous coaching awards.
- Received Sportsman of the Year in 1979.
- Served on the Alberta Amateur Boxing Association (AABA) Board of Directors for 9 years.
 - Held the position of President
 - Received the President's Award for Outstanding Contribution to the Sport of Boxing
- Served on the Canadian Amateur Boxing Association Board of Directors for 6 years.
- Started Badlands Boxing Club in Patricia, Alberta.
- Started Women's Boxing program in 1994.
- Inducted into the Alberta Sport Wall of Fame in 2005.

BRIEFING NOTE

DECISION

COMMUNITY VIBRANCY GRANT DISTRIBUTION

NOVEMBER 18, 2020

ISSUE:

The Covid-19 pandemic caused a number of activities and events to be cancelled throughout 2020. Grants allocated towards supporting these events were no longer required. A consolidated Community Vibrancy grant program was developed to reallocate these funds towards opportunities that foster community spirit, celebrate local achievement, and promote community development in ways that accommodate Alberta Health recommendations to maintain community safety and amidst the COVID-19 pandemic.

RECOMMENDATION:

It is recommended through the Administrative Committee and the Public Services Committee that City Council approves the distribution of the Community Vibrancy Grant as described in Attachment 1.

COUNCIL STRATEGIC PRIORITY:

Community Safety and Vibrancy

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

The COVID-19 pandemic presents various and serious challenges to the health and safety of the community, including the mental health and general wellness of individuals and the collective community.

Financial Impact:

| | | |
|------------------------|--|---------------------------|
| Funding Request: | No | |
| Budgeted Item: | Yes | Funding Source: Operating |
| Funding Explanation: | Redirection of existing operating funds. | |
| Budget Amendment Form? | No | |

Funding for the Community Vibrancy Grant was redirected from the 2020 Special Cultural Events Assistance Grant, Community Development Grant and Special Events/Competition Assistance Grant; a total of \$39,000 is available. Funding for each of the aforementioned grant programs was approved in the 2019-2022 budgets. A Major Operating Expense has been created to carryover funds for disbursement in the 2021 budget year.

Legal / Policy Impact: N/A**Public Implications:**

Taxpayers expect the municipality will be prudent managers of the public purse, adapting and shifting as needed to ensure available funds are used to meet community needs and promote community vibrancy. The Community Vibrancy Grant was developed to help meet community circumstances and needs being experienced as a result of the COVID-19 pandemic.

BACKGROUND:

On June 1, 2020, City Council approved:

- Redirection and pooling of any unallocated 2020 Special Cultural Events Assistance Grant, Community Development Grant and Special Events/Competition Assistance Grant funding (Grant Funding) to create a new one-time grant funding program (New Grant Program).
- Development of the New Grant Program by the Public Services Division and brought to the Public Services Committee (PSC) for approval and recommendation to City Council. The New Grant Program will combine the principles of the existing Grant Funding, including fostering community spirit, celebrating local achievement, and promoting community development in the context of the COVID-19 pandemic.

- Creation of a one-time ad hoc granting committee comprised of existing Arts and Heritage Advisory Board (AHAB), Social Development Advisory Board (SDAB) and Urban Environment and Recreation Advisory Board (UERAB) members to make recommendations for grant funding distribution through the Public Services Committee to City Council for approval.

The available funding of \$39,000 includes:

| Grant | 2020 budgeted value | Unallocated value |
|--|---------------------|-------------------|
| Special Cultural Events Assistance Grants | \$13,500 | \$10,000 |
| Community Development Grant | \$15,000 | \$15,000 |
| Special Events/Competition Assistance Grants | \$15,000 | \$14,000 |
| Total funding available | | \$39,000 |

The Community Vibrancy Grant Application process was announced on August 31, 2020. Grant guidelines, applications, and pre-registration information was published on the City website. An Information Session was held on September 22, 2020 for those interested in submitting an application. The application deadline was October 30, 2020.

Twenty-one applications were submitted for a total value of \$198,907.40. Applications were reviewed by an ad hoc selection committee made up of representatives from AHAB, SDAB, UERAB. The committee recommends the distribution as described in Attachment 1.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

1. Do not reallocate the funding to the Community Vibrancy Grant due to municipal budget pressures. This option is not recommended at this time as pooling and redirecting the funding allows for creative and innovative approaches to meeting the described objectives.
2. Distribute the funding amongst the applicants in an alternate fashion. This option is not recommended at this time as the perspectives provided by the ad hoc committee are valued and the recommendations support a diverse array of initiatives to support vibrancy in our community.

IMPLEMENTATION PLAN:

Upon City Council approval, the funding will be distributed to the successful applicants.

| | | |
|--------------------------------|---|-------------------|
| PREPARED BY & DATE: | Leah Prestayko General Manager - Community Development | November 12, 2020 |
| APPROVED BY & DATE: | Brian Mastel Commissioner of Public Services | |
| ATTACHMENTS: | Attachment 1 - Community Vibrancy Grants | |

COMMUNITY VIBRANCY GRANTS

| | |
|--|-----------------|
| Family Fun and Flight | |
| To host a free static aircraft display at the Medicine Hat Regional Airport featuring military, commercial and civilian aircraft for the public. | \$2,500 |
| Medicine Hat Dance Project Society | |
| To provide free outdoor adult dance/fitness classes for all adults at any fitness level. | \$1,500 |
| Medicine Hat Folk Music Club | |
| For the annual Tongue on the Post Music Festival to feature alternate music styles. | \$2,000 |
| Medicine Hat Jazz Society | |
| For the annual Medicine Hat JazzFest for virtual and new in-person events. | \$8,000 |
| Medicine Hat Local Immigration Partnership | |
| To bring the Volunteer Connector, a national digital volunteer engagement platform to Medicine Hat. | \$1,800 |
| Medicine Hat Rotary Music Festival | |
| For the annual Music Festival, updated as the Music Festival in the Days of COVID. | \$2,500 |
| Medicine Hat Skateboard Association | |
| For the annual amateur Skateboard Competition, July 1 Beat the Heat 2021 event. | \$2,500 |
| Roadworn Productions & Management | |
| To bring an event like the International Play Music on the Porch Day to Medicine Hat. | \$3,500 |
| SE Hill Neighborhood Association | |
| To host at least three neighbourhood community events to promote community spirit and in-person connections. | \$1,500 |
| Southern Alberta Pop Up Parks Association | |
| To provide online and community events to start conversations and build community connections. | \$7,200 |
| Spectrum Festival Foundation | |
| To rent buses for a Hop-on – Hop-off Spectrum CityWide Sunshine Tour. | \$6,000 |
| Total | \$39,000 |

PLAN OF SERVICE

**2021
through
2025**



medicine hat
public library

introduction

In Alberta, public library service is defined by legislation dating from 1907.

The Libraries Act states that the Library Board is a corporation that has full management and control of the Library. As such, the Board is responsible for the organization, maintenance, and promotion of Library services for its municipality.

Legislation also requires that each Board conduct a community needs assessment, determine Library service priorities, and create a Plan of Service based on the assessment and priorities.

This document is the result of a two year process and outlines our aspirations for the Medicine Hat Public Library (hereafter referred to as "the Library") for the next five years.



Board members from top (left to right): Rick Redmond (Board Chair), Frances Barnes, Elaine Beierbach, Barry Bernhardt, Chelsey Edmundson, Sherrill Fedor, Linda Garvin, Janet Hamilton, Avril Torrence, and Councillor Phil Turnbull.

how we plan



In preparation for writing this plan, Library Board and staff members attended multiple community events and spoke with over 1,000 people about how the library should respond to local needs. Library staff were also asked for input. The following themes emerged:

- » Access to library services is an issue. Our downtown location is not convenient for all, our limited parking is a challenge and other obstacles sometimes stand between us and our community.
- » Many people would like programs on topics of particular interest to them, and there is demand for programs and services for particular age groups.
- » People want to feel safe when they visit the downtown area and the library.
- » The library is a meeting place for the community and more opportunities to mingle and connect are desired.
- » Since our community engagement in 2019, the COVID-19 pandemic has struck our world and our community. The Board acknowledges that the pandemic requires massive changes in the way we do business. COVID-19 response and recovery has been considered and has been factored into all parts of this Plan of Service.

mission, vision & values

MISSION STATEMENT

The Medicine Hat Public Library serves as a community hub, providing equitable and convenient access to books, media, information, and programs that help to educate, enrich, entertain, and inform.

VISION STATEMENT

The Medicine Hat Public Library is a valued resource, fostering lifelong learning and enhancing the vitality of the community now and into the future.

VALUES

- » Equitable access and inclusion
- » Freedom of information
- » Lifelong learning
- » Intellectual freedom
- » Connecting community



strategic goals: 2021 - 2025

Based on our extensive community consultation, a review of demographic data, as well as an examination of trends in public library service, three strategic goals emerged and were approved by the Board:

COMMUNITY

The Library will build community by bringing people together.

ACCESS

The Library will remove barriers that prevent or discourage citizens from accessing services.

HEALTH & SAFETY

The Library will keep staff and patron safety top-of-mind and will adjust for public health realities.

community

The Library will build community by bringing people together.



OBJECTIVES

The Library will follow a community-led service model including:

1. Understanding barriers to using the Library.
2. Identifying under-served individuals/groups and determining appropriate service responses.
3. Exploring and developing partnerships with local service providers to understand how the Library can meet identified needs and priorities.
4. Demonstrating through evaluation the difference the Library is making through community-led work.

access

The Library will remove barriers that prevent or discourage citizens from accessing services.



OBJECTIVES

1. Drawing from its commitment to a community-led service model, the Library will offer its users, both real and virtual, a safe and welcoming place not only to learn but also to play.
2. Services, programs and physical spaces, where possible, will reflect inclusive (universal) design principles.
3. The Library will grow with the community, serving its geographically expanding population from its beautiful downtown location through enhanced material and program delivery (both real and virtual).
4. Even in times of constraint, the Library will strive to reach a diverse, multi-generational community.

health & safety

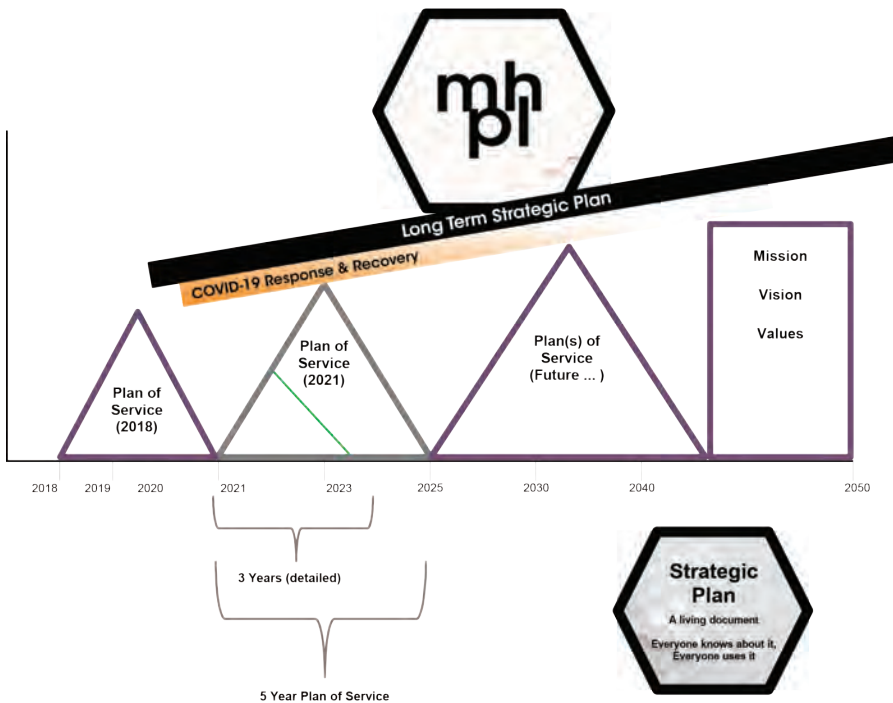
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OBJECTIVES

1. The Library will follow all directives and recommendations from government and applicable public health agencies and will consult best practices from the public library community.
2. The Library will maintain a Patron Code of Conduct that supports visitor safety.
3. The Library will deploy furniture, equipment and technology to support visitor safety and security of people and facility.

conclusion



- » These are very high-level goals that library administration will use as a guide when creating annual operating plans.
- » The Board will continue working on long term plans which will extend beyond 2025.
- » The Library's long term strategic plan will support the final version of the City of Medicine Hat's Municipal Development Plan.



414 First Street SE
Medicine Hat, AB

403-502-8525
www.mhpl.info





Report on Library Services During the COVID-19 Pandemic

For the City of Medicine Hat Public Services Commission

- The Library prioritized safety in our planning processes; we worked meticulously through the Government of Alberta Guidance Documents to ensure that all programs and services were in line with best practice recommendations.
- We redistributed caretaking hours with an emphasis on enhanced cleaning and disinfecting of high contact surfaces.
- We continued to deliver service throughout the entire period. Online resources and services such as eBooks, audiobooks, online learning classes, electronic magazines and newspapers were always available, and our physical collection was available except for an 11 day period in March.
- We laid off staff during our period of lower activity and we expect to return \$100,000 in unspent human resource budget to the city at the end of the year, as per our operating agreement and city request for 2020 economizing. This is in addition to an ongoing 3% cut in our municipal grant that was implemented in 2019.
- The pick-up service we started on March 27 is now a regular part of our service delivery. Our patrons have used the service over 3,000 times.
- In order to continue delivering services to our marginalized patrons during our closure, we provided several chromebook laptops to the day shelter.

- We temporarily suspended fines and extended the free trial period for our temporary memberships. We also extended membership expiry dates to prevent barriers to access during this difficult time.
- We increased purchasing of eBook and eAudiobook resources available to library patrons through Overdrive.
- We created and delivered virtual programs through our social media pages and YouTube channel. Our videos have been viewed more than 86,000 times.
- We partnered with Community Coming Together (CCT) to deliver mental health kits to tweens and teens on various themes like escape rooms and making your own stress balls. We also created storytime kits and book club kits to encourage young children to continue reading.
- Library staff prepared guides to help connect patrons with government services such as CERB.
- The Library has reopened to the public and we continue to keep updated with the latest government information to keep our staff and patrons safe.
- We are proud to be a distribution centre for the disposable masks provided by the Government of Alberta.



medicine hat
public library

A vital community
resource for 105 years

plan of service

ROAD MAP FOR THE FUTURE

- Provincial, legislated responsibility of the Library Board, as a corporation
- Two years worth of work
- Community Needs Assessment completed with a large variety of stakeholders, Summer / Fall 2019



who we are



This is the Library Board of Trustees responsible for the 2021 - 2025 Plan of Service.

Board members from top (left to right): Rick Redmond (Board Chair), Frances Barnes, Elaine Beierbach, Barry Bernhardt, Chelsey Edmundson, Sherrill Fedor, Linda Garvin, Janet Hamilton, Avril Torrence, and Councillor Phil Turnbull.

how we plan

Themes that emerged after community/staff consultation:

- Access to Library services is an issue.
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- The Library is a meeting place for the community and more opportunities to mingle and connect are desired.
- COVID-19 considerations

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strategic goals

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strategic goals

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strategic goals

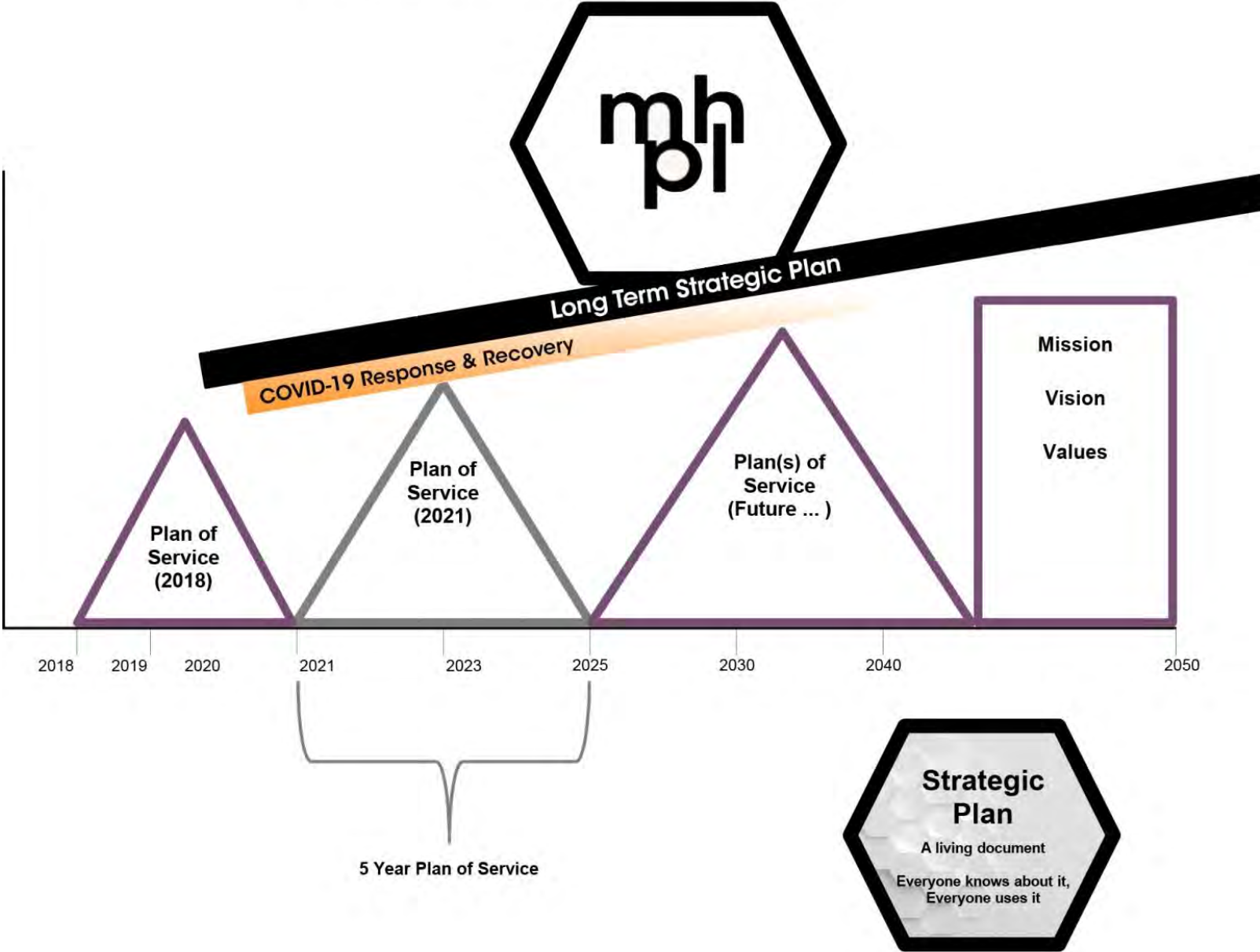
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3. The Library will deploy furniture, equipment and technology to support visitor safety and security of people and facility.

Long Term Strategic Planning & Plan of Service 2021



conclusion

- These are very high-level goals that Library Staff, Administration and Leadership will use as a guide when creating Annual Operating Plans.
- The Board will continue working on long term Strategic Plans which will extend beyond 2025.
- The Library's Long Term Strategic Plan will support the final version of the City of Medicine Hat's Municipal Development Plan.

questions?



mh
pl more than just books



medicine hat public library

**MINUTES OF THE ADMINISTRATIVE COMMITTEE MEETING
HELD ON NOVEMBER 25, 2020 AT 9:00 A.M.
IN CITY HALL CONFERENCE ROOM #2-1**

PRESENT: B. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
D. Egert, Commissioner of Corporate Services (*via telephone*)
B. Mastel, Commissioner of Public Services
B. Maynes, Commissioner of Energy & Utilities (*via telephone*)
S. Schwitzenberger, Commissioner of Development & Infrastructure (*via telephone*)
B. Bullock, Acting City Solicitor (*via telephone*)
K. Eden, Assistant City Clerk

ALSO PRESENT: C. Graham, Director of Marketing & Communications - Invest Medicine Hat (*via telephone*)

1. **Off-Site Levy Municipal Development Subsidy** (Appendix A)

Administrative Committee referred the item to Council for adoption.

ADOPTION

2. **Tender Recommendation: EU20-123 – 12 Street SW and 17 Street SW Water and Sanitary Main Replacement** (Appendix B)

Administrative Committee awarded the tender recommendation to the lowest bid meeting specification: BYZ Enterprises Inc. in the amount of \$3,202,910.

INFORMATION

Adjournment

The meeting adjourned at 11:05 am

Received by City Council on December 7, 2020.

ANGELA CRUICKSHANK, CITY CLERK

BRIEFING NOTE

DECISION

OFF-SITE LEVY MUNICIPAL DEVELOPMENT SUBSIDY

NOVEMBER 25, 2020

REQUEST:

The three year Off-Site Levy (OSL) Municipal Development Subsidy (Universal Municipal Assist) is ending on December 31, 2020 and staff have prepared options for continuation of the program, which are consistent with Council's Strategic Priorities.

RECOMMENDATION:

It is recommended through the Administrative Committee that City Council:

- a) Approves a 2021 program which consists of:
 - i) *An Infill Municipal Assist* which contributes 90% of the OSL for areas contained in the Municipal Development Plan (MDP) Priority 1 and 2 Intensification Areas (noted in Attachment #1 as Infill Assist Area) for the years 2019– 2021.
 - ii) *A Greenfield Municipal Assist* which contributes 30% (30% consistent with 2020) for all other areas within the City of Medicine Hat (the City) limits for 2021.
 - iii) Direction that the Administrative Procedures Manual for OSL Bylaw No. 4157 be amended to allow the ability to provide 90% Municipal Assist for intensification areas outside of the above noted Infill Assist Areas (noted as Node 0 in Attachment #1) that meet the City's Municipal Development Plan (MDP) policy goals and Council's strategic objectives.
- b) Direct Management to prepare a new Municipal Development Incentive Program for Council consideration prior to December 31, 2021, that will:
 - i) Accommodate significant developments and to provide additional tools to achieve Strategic Priorities, as per Council's motion of April 2, 2018.
 - ii) Address strategic municipal objectives adopted in the MDP (Bylaw #4636).
 - iii) Include an incentive-based program that will start in 2022 and replace the existing municipal assist program.

COUNCIL STRATEGIC PRIORITY: Economic Vitality

Providing targeted *Greenfield Municipal Assist* to support developments that are leading positive economic impact, such as new industrial growth, which are considering investing in our community.

KR 2.2: Implement systematic approaches to be "investment-ready" and "open for business" including more effective internal City Processes and practices.

Infrastructure Renewal

The *Infill Municipal Assist* will provide strategic support to targeted intensification developments, which benefits the City through reduced municipal infrastructure maintenance/replacement and lower costs to provide municipal services.

The commencement of a new incentive-based program to replace the municipal assist in 2022:

KR 3.2: Following completion of the MDP, update the City's Offsite Levy Bylaw and development an incentive program to facilitate strategic investment attraction to areas identified for development.

KR 3.3: Implement policy, incentive programs, and operational plans prioritizing new development opportunities that will maximize the use of existing infrastructure and support intensification.

Community Safety and Vibrancy

The MDP establishes the importance of redevelopment and intensification of specific priority areas to achieve Plan objectives. Maintaining the *Infill Municipal Assist* subsidies and consideration of OSL exemptions through the Administrative Procedures Manual will support the City's implementation of the infill redevelopment and intensification policies contained in the MDP.

The *Infill Municipal Assist* is directed specifically at:

KR 4.3: Prioritize mature neighbourhoods including continued focus on the Downtown by supporting renewed investment, infill development, and a variety of housing and commercial options.

KEY RISKS:

Health, Safety and Environmental Impact: N/A

Financial Impact:

| | | |
|------------------------|---|---------------------------|
| Funding Request: | No | |
| Budgeted Item: | Yes | Funding Source: Operating |
| Funding Explanation: | The OSL rates are calculated on a 100% cost basis. Currently, the 100% cost basis is split with a Developer's portion, with the remainder being contributed as a Municipal Subsidy. | |
| Budget Amendment Form? | No | |

The municipal contribution to the OSL is based on the concept that large pieces of infrastructure which benefits new growth over a large area should be funded by the new growth. The Municipal Assist Program is based on the concept that there is a potential net benefit to the City by utilizing tax dollars to strategically subsidize new developments. This calculated approach has the potential to leverage the City's OSL assist investment to realize a long-term increase in assessment revenue, a robust development industry, and efficient use of existing infrastructure through intensification.

Legal / Policy Impact:

Maintaining municipal assist investment will provide impetus for economic development and will meet the infill redevelopment goals stated in the Council adopted MDP.

Sections 648 to 649 of the *Municipal Government Act (MGA)* provide authority to a City Council, by Bylaw, to provide for the imposition and payment of OSL. The City's Off-Site Levy Bylaw permits Council to pass resolutions subsidizing the payment of OSLs, from one or more funding sources.

Public Implications:

It is anticipated that the development industry will support the 30% Greenfield Municipal Assist and 90% Infill Municipal Assist continuing until December 31, 2021.

BACKGROUND:

City Council adopted OSL Bylaw No. 4157 on September 3, 2013. The City annually updates the OSL rates to adjust for inflation and construction costs. The last rate update occurred in December 2018 through Bylaw No. 4496. In the fall of 2020, the 2021 rates are considered by City Council as a separate matter from the assist. It is important to note, that any subsidies such as the Municipal Assist Program are not included in the OSL rate update and are considered separately. The Universal Municipal Assist Decision Item was approved by City Council on December 16, 2013. City Council chose to provide a Universal 40% subsidy to support the local development industry. This program was in effect through the end of 2015. On December 3, 2018, City Council approved and updated the Municipal Assist Program to be in effect from January 1, 2019 through December 31, 2022.

Recommended 2021 Municipal Assist

Council approved the existing municipal assist values until 2022. However, the economic downturn in the oil and gas industry and the economic impacts of the COVID-19 pandemic has been the impetus for IMH to revisit the municipal assist values prior to 2022. The recommended Municipal Assist Program for 2021 has components which are described below.

| Municipal Assist Program | Duration | Level of Assist | Eligibility |
|------------------------------------|----------|-----------------|--|
| <i>Infill Municipal Assist</i> | 1 Year | 90% | 2012 MDP Priority 1 and 2 Intensification Areas and Node 0 (Infill Sites Only) |
| <i>Greenfield Municipal Assist</i> | 1 Year | 30% | All Areas (Excluding Infill Municipal Assist Areas) |

Attachment #1 displays the *Infill Municipal Assist Areas*, the Greenfield Development Nodes and Node 0. Outlined below is a description and rationale for each of the proposed Municipal Assist categories.

Infill Municipal Assist

The vision and goals of the MDP and Council's Strategic Priorities can be furthered through the strategic application of the *Infill Municipal Assist*. These visions and goals are generally aligned with Sections 4.3 and 4.4 of the new MDP, which was approved by Council on October 5, 2020.

Greenfield Municipal Assist

The MDP review process has confirmed the City's growth concepts and policies, and a major review of the OSL Bylaw will be completed in 2021 to ensure consistency. Additionally, the updated MDP will trigger a review of the City's development standards in an effort to be a financially sustainable community and remain an attractive place to invest.

Development Benefit Incentive Program

The recommendation contained in this Briefing Note recommends that Council instruct staff to develop a new Development Benefit Incentive Program to support significant developments that create economic benefit to our community and provide Council with the tools to achieve Strategic Priorities. Staff will complete the framework for this initiative for Council approval by the end of 2021.

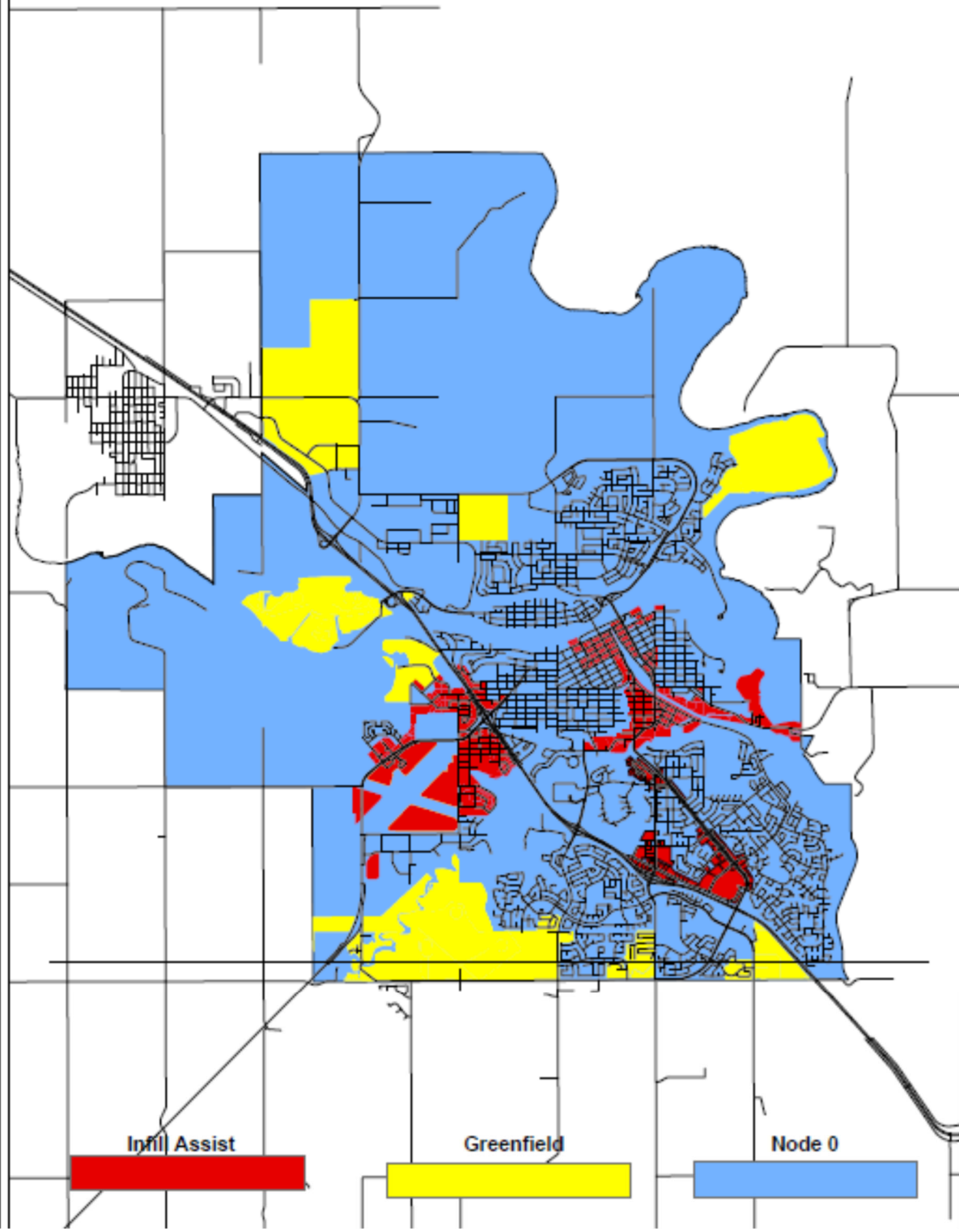
IMPLEMENTATION PLAN:

Subject to City Council direction, the new Municipal Assist will come into effect on January 1, 2021.

| | | |
|--------------------------------|---|-------------------|
| PREPARED BY & DATE: | Erin Onoferychuk Superintendent of Planning - Implementation | November 20, 2020 |
| REVIEWED BY & DATE: | Kent Snyder General Manager of Planning and Development Services Chris Perret Director – Land Development and Real Estate - IMH Jason Melhoff Managing Director, IMH Stan Schwarzenberger Commissioner of Development & Infrastructure | |
| APPROVED BY & DATE: | Robert Nicolay Chief Administrative Officer | |
| ATTACHMENTS: | 2019 – 2021 Off-Site Levy Assist Map | |

ATTACHMENT #1

2019 - 2021 Off-Site Levy Assist Map





Recommendation Form

Tender Recommendation

TO: Administrative Committee
FROM: Lyle Chapman, EU Engineer

DATE: November 18, 2020
COPY: Phil Downie, Supply Chain Manager
 Pat Bohan, GM EU
 Brad Maynes, Energy & Utilities
 Commissioner

Tender No. and Title: EU20-123 - 12 St SW and 17 St SW Water and Sanitary Main Replacement
Source of Financing: Debenture **Work Order** 20810245 **Activity Code** N/A
Bylaw No. (if applicable): 4533, 4529

| BUDGET APPROVAL | DOLLAR AMOUNT | BUDGET REFERENCE (Year – Page Ref.) |
|--|----------------------------------|---|
| Original Budget: | \$5,150,000.00 \$3,000,000.00 | 2020 - 2.1 Water Utility 2020 - 2.1 Sewer Utility |
| Add: Additional Approved Funding | \$0.00 | |
| TOTAL APPROVED BUDGET | \$8,150,000.00 | Remaining appropriation will be employed in 2020 and 2021 to complete engineering design and construction on other projects selected under the Water and Sewer Asset Management Program; remaining budget is expected to be fully expended once this work has been completed. |
| Less: Commitment/Expenditures To Date: | \$2,283,895.30 | |
| AVAILABLE APPROPRIATION | \$5,866,104.70 | |
| Less: Value of this Tender (excluding GST) | \$3,202,910.00 | |
| REMAINING APPROPRIATION | \$2,663,194.70 | |

Estimated Cost at Completion: \$8,150,000.00

Total Approved Budget: \$8,150,000.00

Project (over/under) expended: \$0

Changes to approved program: N/A

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

Tender Recommendation:
 Award to low bidder meeting specification.

Company Name:
 BYZ Enterprises Inc.

Value of Tender as Recommended (excluding GST): \$ 3,202,910.00

Assigned Contract Administrator/Title/Phone #: Andy Motz / Project Superintendent / 8596

Recommended By: Lyle Chapman Lyle Chapman EU Engineer **Date:** Nov 18, 2020

Reviewed By Purchasing: PHIL DOWNIE, SCMP Phil Downie **Date:** Nov 18, 2020


GM Environmental Utilities

Approved By:

Patrick Bohan  Date:

NOV 18, 2020

Approved By:

 Date:

November 23, 2020

Brad Maynes, Energy & Utilities Commissioner

Energy & Utilities / Development & Infrastructure Divisions

Department: Environmental Utilities

Tender Recommendation: EU20-123 - 12 St SW and 17 St SW Water and Sanitary Main Replacement

Scope

12 St SW (Bullivant Cres to 4 Ave):

- Replacement of water and sanitary sewer mains, including full reconstruction of the pavement structure and surface.
- Replacement of water and sanitary and services, including associated curb, gutter and sidewalk replacement.
- Rehabilitation work items resulting from project coordination with the Municipal Works Department:
 - Replacement of dilapidated concrete curb, gutter and sidewalk.
 - Replacement of dilapidated catch basins.

17 St SW (9 Ave to 10 Ave):

- Replacement of water and sanitary sewer mains, including full reconstruction of the pavement structure and surface.
- Replacement of water and sanitary and services.
- Drainage improvement work items resulting from project coordination with the Municipal Works Department:
 - Boulevard re-grading.
 - Installation of concrete swales.
 - Replacement of dilapidated catch basins.

Timelines

Tender Close: November 3, 2020

Tender Award: November 18, 2020

Earliest Construction Start Date: April 1, 2021

Project Completion: November 15, 2021

Rationale

12 St SW (4 Ave to Bullivant Cres):

Sewer inspection video indicates the sanitary main has numerous defects, with deterioration to the point the sanitary main requires replacement. Although the adjacent water main is in fair condition for its age, it will be replaced at the same time to avoid inconveniencing residents with another disruptive main replacement project in the same area in a few years. Dilapidated concrete and storm infrastructure will also be replaced as part of this project.

Location 2 - 17 St SW (9 Ave to 10 Ave):

The water and sanitary mains at this location are in poor condition and require replacement. The water main has experienced several breaks in the past, and sewer inspection video indicates numerous defects and deterioration within this section of main. As part of this project, the water main will be upsized to meet current municipal standards. Surface drainage improvements will also be carried out.

Recommendation

Tender EU20-123 closed on November 3, 2020. Nine bids were received and all bids were considered compliant.

It is recommended that tender EU20-123 be awarded to BYZ Enterprises Inc. as the low bidder meeting specification. The recommended bid is within the allocated budget for the project.

ITT SUMMARY

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

| | | | |
|-----------------|----------|---------------------|---|
| ITT NO.: | EU20-123 | DESCRIPTION: | 12 St SW & 17 St SW Water & Sanitary Main Replacement |
|-----------------|----------|---------------------|---|

| BIDDER | | Total Bid Price | | |
|---------------|---------------------------|----------------------|--------------|--|
| 1. | White Fox Group Ltd. | 6,061,199.00 | | |
| 2. | Whissell Contracting Ltd. | 4,059,674.76 | | |
| 3. | Industrial Backhoes | 3,258,092.50 | | |
| 4. | BYZ Enterprises Inc. | 3,207,410 | 3,202,910.00 | (Revised to correct extension/addition errors) |
| 5. | UG Excavating Ltd. | 3,310,858.37 | | |
| 6. | Kidco Construction Ltd. | 3,244,724.50 | | |
| 7. | PME Inc. | 3,570,577.05 | | |
| 8. | Hamm Construction Ltd. | 3,414,399.75 | | |
| 9. | MJB Enterprises Ltd. | 3,452,339.00 | | |
| 10. | | | | |

POSTED DATE: October 13, 2020 **OPENING DATE:** November 3, 2020 **OPENED BY:** Rhonda Olson

POSTING LOCATION: Alberta Purchasing Connection (APC) and bids&tenders Don Borrows

ADMINISTRATIVE & LEGISLATIVE REVIEW COMMITTEE MINUTES

November 27, 2020

City Hall Boardroom 2-1

4:00 P.M.

PRESENT: Councillor D. Hirsch, Chair
Councillor J. Friesen, Vice-Chair (*via telephone*)
Councillor R. Dumanowski

ALSO PRESENT: R. Nicolay, Chief Administrative Officer
Bullock, Acting City Solicitor (*via telephone*)
A. Cruickshank, City Clerk

1. **MUNICIPAL ELECTION 2021: RESOLUTIONS REQUIRED BY THE LOCAL AUTHORITIES ELECTION ACT**

APPENDIX A

The Administrative & Legislative Review Committee recommends **THAT CITY COUNCIL APPROVES:**

1. THE APPOINTMENT OF THE CITY CLERK AS THE RETURNING OFFICER (S.13.1)
2. THE APPOINTMENT OF THE ASSISTANT CITY CLERK AS THE SUBSTITUTE RETURNING OFFICER (S.13(2.1))
3. THE RETURNING OFFICER SHALL PROVIDE FOR ONE OR MORE ADVANCE VOTE TO TAKE PLACE (S.73(2))
4. THE RETURNING OFFICER SHALL PROVIDE FOR THE USE OF SPECIAL (MAIL-IN) BALLOTS FOR VOTERS WHO QUALIFY FOR THIS METHOD OF VOTING, AND THAT APPLICATIONS FOR SPECIAL BALLOTS MAY BE RECEIVED BY PHONE ELECTRONICALLY, OR IN PERSON (S.77.2)
5. THE RETURNING OFFICER MAY PROVIDE FOR ASSISTANCE TO ELECTORS WHO ARE UNABLE TO ATTEND AT A VOTING STATION DUE TO DISABILITY (S.79(1))
6. THE RETURNING OFFICER MAY DESIGNATE THE LOCATION OF ONE OR MORE INSTITUTIONAL VOTING STATIONS (S.80(1))

ADOPTION

MOTION TO CLOSE THE MEETING TO THE PUBLIC

Councillor Hirsch, seconded by Councillor Friesen, moved to close the meeting to the public to discuss the following items pursuant to the *Freedom of Information and Protection of Privacy Act*:

- Advisory Boards and Committees (FOIP Section 24)

CARRIED

Adjournment

The meeting adjourned at 4.10 p.m.

RECEIVED BY CITY COUNCIL

December 7, 2020

Angela Cruickshank, City Clerk

BRIEFING NOTE

DECISION

MUNICIPAL ELECTION 2021: RESOLUTIONS REQUIRED BY THE
LOCAL AUTHORITIES ELECTION ACT

NOVEMBER 18, 2020

ISSUE:

The next municipal election is October 18, 2021. The Local Authorities Election Act (the Act) requires that Council pass resolutions that facilitate the conduct of the 2021 election.

RECOMMENDATION:

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

1. The appointment of the City Clerk as the Returning Officer (s.13.1)
2. The appointment of the Assistant City Clerk as the substitute Returning Officer (s.13(2.1))
3. The Returning Officer shall provide for one or more Advance Vote to take place (s.73(2))
4. The Returning Officer shall provide for the use of special (mail-in) ballots for voters who qualify for this method of voting, and that applications for special ballots may be received by phone, electronically, or in person (s.77.2)
5. The Returning Officer may provide for assistance to electors who are unable to attend at a voting station due to disability (s.79(1))
6. The Returning Officer may designate the location of one or more institutional voting stations (s.80(1))

COUNCIL STRATEGIC PRIORITY:

City Government

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

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

N/A

Financial Impact:

| | | |
|------------------------|-----|---|
| Funding Request: | No | If yes, amount: \$Click here to enter text. |
| Budgeted Item: | Yes | Funding Source: |
| Funding Explanation: | | |
| Budget Amendment Form? | No | |

N/A

Legal / Policy Impact:

The resolutions listed for Council approval are either mandatory or desirable to facilitate the 2021 municipal election.

Public Implications:

Advance voting, special ballots, and assistance for voters who are home bound or in an institution will facilitate voting participation for those who are unable to do so on election day.

BACKGROUND:

The Act has been amended twice since the 2017 municipal election. The appointment of the substitute Returning Officer and provision of an Advance Vote are new mandatory requirements.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

1. Do not pass resolution 1. Although this resolution is not mandatory, is recommended that Council pass it. Council has designated the City Clerk as Returning Officer pursuant to s.45 of the

Administrative Organization Bylaw #4311. In the absence of the Returning Officer resolution, the Act designates the duties of the Returning Officer to the Secretary (CAO).

2. Do not pass resolutions 2 and 3. This is not recommended as the resolutions are mandatory provisions by the Act in order to facilitate the municipal election.
3. Do not pass resolutions 4, 5, 6. Although these resolutions are not mandatory, it is recommended that Council pass them. Not passing resolutions 4-6 will impact on opportunity for voting participation for those who are unable to attend at a regular voting station.

IMPLEMENTATION PLAN:

Upon passing the resolutions, the Returning Officer will commence planning for the conduct of the 2021 municipal election in accordance with the Local Authorities Election Act.

| | | |
|--------------------------------|--------------------------------------|----------------------|
| PREPARED BY & DATE: | Angela Cruickshank City Clerk | November 12, 2020 |
| REVIEWED BY & DATE: | N/A | |
| APPROVED BY & DATE: | Ben Bullock Acting City Solicitor | |
| ATTACHMENTS: | None | |

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

PRESENT: B. Nicolay, Chief Administrative Officer – Chair
T. Clugston, Mayor
D. Egert, Commissioner of Corporate Services
B. Mastel, Commissioner of Public Services (*via telephone*)
B. Maynes, Commissioner of Energy & Utilities (*via telephone*)
S. Schwartzenberger, Commissioner of Development & Infrastructure (*via telephone*)
B. Bullock, Acting City Solicitor (*via telephone*)
A. Cruickshank, City Clerk

ALSO PRESENT: C. Graham, Director of Marketing & Communications - Invest Medicine Hat (*via telephone*)

1. **Amended 2021 Tax Supported and Invest Medicine Hat Budgets and Divisional Realignment** (Appendix A)

Administrative Committee referred the item to Council for adoption.

ADOPTION

Adjournment

The meeting adjourned at 12.15 p.m.

Received by City Council on December 7, 2020.

ANGELA CRUICKSHANK, CITY CLERK

BRIEFING NOTE

DECISION

**AMENDED 2021 TAX SUPPORTED AND INVEST MEDICINE
HAT BUDGETS AND DIVISIONAL REALIGNMENT**

DECEMBER 2, 2020

ISSUE:

Approval of the City of Medicine Hat Amended 2021 Tax Supported Budget, the Amended 2021 Operating Budget for Invest Medicine Hat, and a Divisional Realignment.

RECOMMENDATION:

It is recommended through the Administrative Committee that City Council approve:

- the Amended 2021 Tax Supported Operating Budget;
- the Amended 2021 Operating Budget for Invest Medicine Hat; and
- the Divisional Realignment.

COUNCIL STRATEGIC PRIORITY:

The Tax Supported Operating and Tangible Capital Assets budgets incorporate the City Council Strategic Priorities. The budget objectives set in 2018 are to:

- Meet all statutory and regulatory requirements
- Deliver quality municipal services valued by residents
- Ensure financial sustainability and resilience
- Preserve and enhance the “Medicine Hat Advantage”

Further, the additional objectives for 2021 are consistent with Accelerated Financially Fit as follows:

- 0% tax revenue increase in 2020 and 2021
- Significantly reduce cost of government (surgical vs. across the board)
- Minimize adverse impacts on services (even enhance services where possible)

Invest MH is a self-sustaining business unit. The 2021 Invest Medicine Hat Budget Update seeks to account for the projected staffing, office, and technology costs related to the full annualized operation of the new Invest Medicine Hat while also revising land sales and leasing revenues anticipated in the current economic environment

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

The Amended 2021 Tax Supported Budget will ensure the continued effective delivery of health, safety and environmental safety throughout the organization.

Financial Impact:

| | | |
|------------------------|----------------|---------------------------------|
| Funding Request: | Yes | If yes, amount: See below |
| Budgeted Item: | Yes | Funding Sources: As noted below |
| Funding Explanation: | As noted below | |
| Budget Amendment Form? | No | |

| Tax Supported (\$000's) | 2020 Approved Budget | 2020 Projected Actual* | 2021 Approved Budget | 2021 Amended Budget |
|-----------------------------|----------------------------|------------------------------|----------------------------|---------------------------|
| Revenues | 164,312 | 162,494 | 171,031 | 157,321 |
| Expenses | 165,857 | 158,694 | 168,157 | 154,300 |
| Net | (1,545) | 3,800 | 2,874 | 3,021 |
| Transfer from Reserves | 17,379 | 16,916 | 9,479 | 8,045 |
| Capital Requirements | (2,637) | (2,152) | (3,957) | (2,791) |
| Transfer to Reserves | (13,197) | (18,564) | (8,396) | (8,275) |
| Net Cash Requirement | 0 | 0 | 0 | 0 |

*as of October 31, 2020

APPENDIX A

Invest Medicine Hat is comprised of three separate business units: (1) Economic Development – funded by taxes; (2) Marketing and Communication – funded by taxes and internal allocations; and (3) Land Development and Real Estate – funded by sales and leasing revenue. Total revenue / expense / net figures are provided in the table below:

| Invest Medicine Hat \$ 000's | 2020 Approved Budget | 2020 Projected Actual* | 2021 Approved Budget | 2021 Amended Budget |
|------------------------------|----------------------------|------------------------------|----------------------------|---------------------------|
| Revenue | 12,411 | 8,685 | 16,767 | 12,534 |
| Expense | 11,240 | 8,161 | 15,294 | 10,184 |
| Net Earnings | 1,171 | 524 | 1,473 | 2,350 |

**as of October 31, 2020*

Legal/Policy Impact:

Council support will be required for related policy updates, bylaw changes and divisional realignment in order to deliver this budget.

Property tax rate bylaws for 2021 will be presented to City Council for approval in spring 2021. City staff will continue to monitor further impacts from COVID-19 and the 2019-22 Alberta Fiscal Plan (including the Alberta 2021 Budget) and present mitigation plans to City Council as required.

Public Implications:

The Tax Supported Budgets were developed based on City strategic priorities and in accordance with City of Medicine Hat policies and practices.

The original 2021 municipal budget assumption included a 4% property tax revenue increase for 2021. Considering the state of our economy, this level of tax increase may be excessive on local property owners in 2021. Accordingly, this Budget proposal incorporates 0% property tax increase for 2021 and a continuation of the property tax relief Council approved for 2020.

The 2021 Invest Medicine Hat Budget Update was based upon City Council's Strategic Priorities, in particular Economic Vitality and Fiscal Responsibility, with a view toward fully implementing the new Invest Medicine Hat model and also taking into account the expected economic environment in the near term for land development and sales.

BACKGROUND:

Amended 2021 Tax Supported Budget

Council approved the 2019-2022 Tax Supported Budget on December 19, 2018.

In view of significantly changed circumstances since that time however, budget revisions are appropriate for 2021 in order for CMH to balance its municipal operating budget as required by the Municipal Government Act. The approximately \$23M in volatile commodity-based dividends that were historically relied upon and considered 'revenue' to the municipality were discontinued in 2016 which gave rise to the City's original Financially Fit Initiatives. Since then, this was solved by approximately one-third, but other recent headwinds are increasing our budget shortfall back up to approximately \$27M. The external pressures stem from the Government of Alberta reduction in funding, operating impacts from COVID-19 response and ongoing uncertainty (including facility closures, travel bans, higher unemployment, financial constraints and additional required safety protocols) and a continued low commodity price environment.

Management has reviewed the original estimates and assumptions applied to the 2021 Council approved Tax Supported budget and recommends various significant adjustments to respond to these recent headwinds.

To help offset these external pressures, the CMH has responded with the Accelerated Financially Fit Initiative that will refocus the program on the execution of budget solving initiatives. The Amended Budget will focus on strategic opportunities including cost containment and service level adjustments, range and level of services provided, and leveraging technology and digital innovation in order to connect with residents.

A significant element of this Amended Budget is the reduction in 2021 property tax revenue for CMH from a planned 4% increase down to 0%. In addition, the effect of the 2020 COVID Property Tax Credit will be continued through an equivalent reduction in property tax revenue.

APPENDIX A

Some of these initiatives are already implemented (e.g. negotiated union agreements), some initiatives still need to be implemented (e.g. divisional realignment and cost containment / reduction measures) while a number of initiatives will require explicit council engagement and support (e.g. facility closures).

Amended 2021 Invest Medicine Hat Budget

Management has reviewed assumptions contained in the original 2021 Operating Budget previously approved by City Council and proposed revisions in the 2021 Budget Update related to the following:

- Sales forecast and cost of lots sold projections increase net sales from \$2.9M to \$3.8M
- Land Lease revenue expectations lowered by \$100K
- Elimination of original IMH contract & internalize staffing and office costs
- Elimination of financial support from City to Palliser Economic Partnership and Canadian Badlands (\$100K total reduction)
- Lower Infrastructure Loan Interest Charges due to positive working capital position at year-end 2019 and 2020 (\$266K decrease)

Divisional Realignment

Management is recommending a revised Divisional Realignment to meet the current financial challenges and to ensure accountability and an effective and efficient delivery of services to our residents. The revised Divisional Realignment reflects the re-alignment of similar services (including Municipal Works into Utilities and Infrastructure and Planning & Development into Strategic Analysis and Management), the creation of the Strategic Analysis and Management Group, and a re-focusing from ‘administration’ to ‘management’ to foster accountability. This revised Divisional Realignment is presented for approval as part of the 2021 Budget as it will enable effective execution of budget measures and will be basis for further structural changes at the Department level. In addition, this measure is expected to deliver direct cost reduction of several hundred thousand dollars per year through more efficient use of the organization.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

The Municipal and IMH Budgets that are proposed here represent a wide range of options, judgments, and choices that management believes are optimal at this time. Beyond this, options include:

1. Do not request a 2021 Tax Supported budget update. This is not recommended as the amended Tax Supported Operating budgets reflect revised estimates required to achieve City Council’s Strategic Priorities as described in the 2019-2022 Council approved business plans.
2. Do not request a 2021 Invest Medicine Hat budget update. This is not recommended as the operating model and associated revenues and expenses for Invest Medicine Hat (Economic Development, Market and Communications; Land Development and Real Estate) has evolved significantly from the original 2021 budget approval and should be amended to properly reflect anticipated operations in 2021.

IMPLEMENTATION PLAN:

Following Council adoption, the Amended 2021 Tax Supported Operating Budget and the 2021 Invest Medicine Hat Budget Update, together with the Divisional Realignment, will be implemented with required changes to the Administrative Organizational Bylaw #4311 and other bylaws as required and the tax rate bylaws will be prepared for Council. IMH will carry out its mandate in 2021, measuring and communicating results as per corporate reporting requirements.

| | | |
|--------------------------------|--|-------------------|
| PREPARED BY & DATE: | Nana Debrah, Corporate Budget Coordinator Grant MacKay, Interim Office Manager - IMH | November 25, 2020 |
| REVIEWED BY & DATE: | Garth Glover, Manager of Treasury, Planning & Analysis Jason Melhoff, Managing Director – IMH | |
| | Lola Barta, General Manager of Finance Dennis Egert, Commissioner of Corporate Services | |
| APPROVED BY & DATE: | Robert Nicolay, Chief Administrative Officer | |
| ATTACHMENTS: | #1 – Tax Supported 2021 Operating Plan Update Summary #2 – Divisional Realignment #3 – Municipal & Invest Medicine Hat Budget Update 2021 Presentation | |



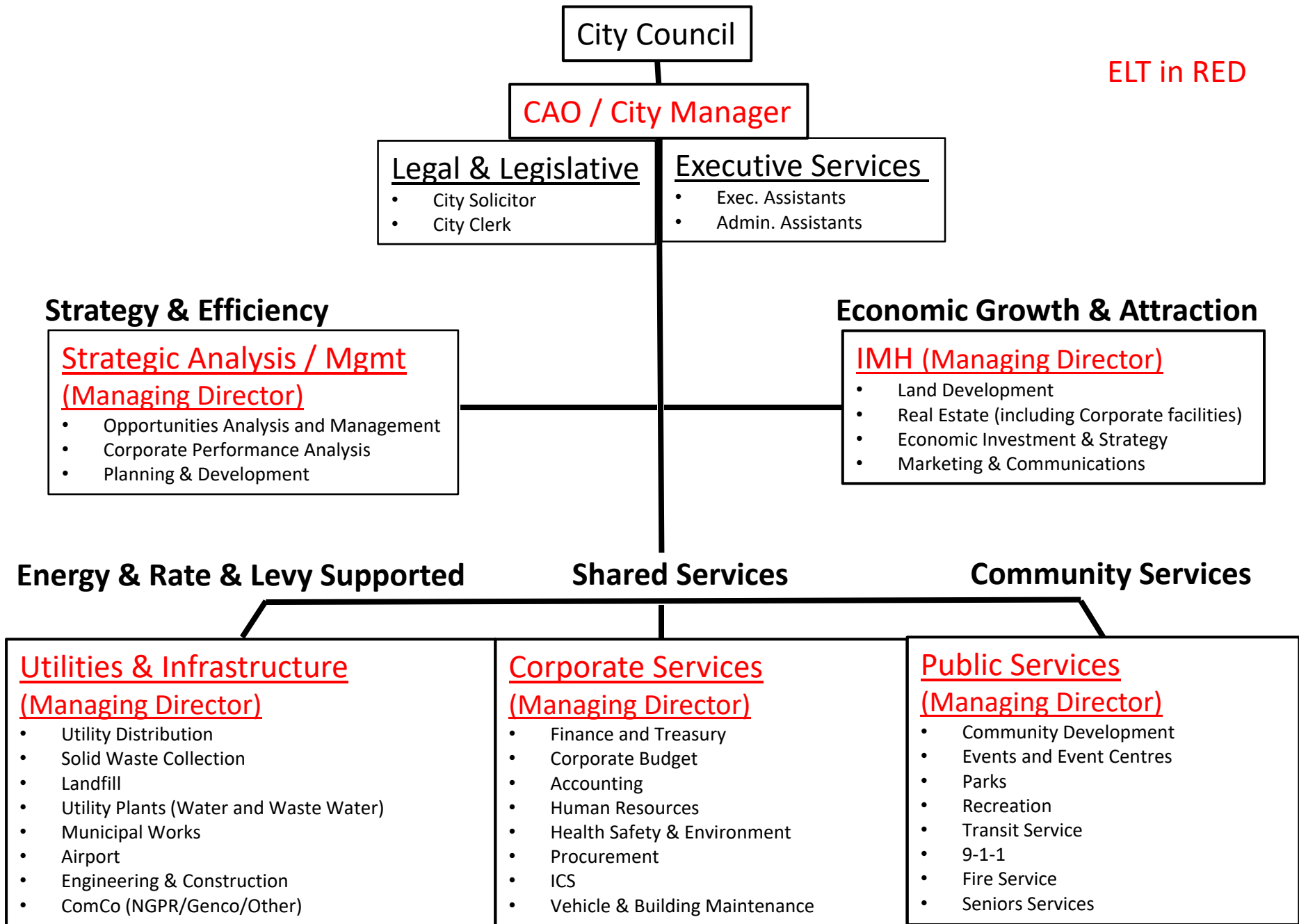
Tax Supported 2021 Operating Budget Update
APPENDIX A In Thousands (000s)

| | 2021 ORIGINAL APPROVED BUDGET | ADJUSTMENTS | 2021 AMENDED BUDGET | NOTES |
|--|-------------------------------------|-----------------|---------------------------|-------|
| Revenue | | | | |
| Municipal Taxes | 110,194 | (6,036) | 104,158 | |
| Tax Requisitions | (25,676) | (128) | -25,804 | |
| Net Property Taxes | 84,518 | (6,164) | 78,354 | 1 |
| Sale of Services | 10,671 | 3,603 | 14,274 | 2 |
| Investment Income | 4,341 | 1,150 | 5,491 | 3 |
| Licenses, Fines and Penalties | 6,532 | (226) | 6,306 | 4 |
| Insurance Recovery | 123 | 0 | 123 | |
| Developer Levies | 21 | (21) | 0 | |
| Other Revenue | 8,165 | (2,601) | 5,564 | 5 |
| Government Transfers for Operating | 5,504 | (1,333) | 4,171 | 6 |
| Contribution from Utilities and Land | 5,415 | (2,300) | 3,115 | 7 |
| Internal Recovery | 45,741 | (5,817) | 39,924 | 8 |
| TOTAL REVENUE | 171,031 | (13,710) | 157,321 | |
| Expenses | | | | |
| Salaries, Wages and Benefits | 92,441 | (11,554) | 80,887 | 9 |
| Contracted and General Services | 20,950 | 3,483 | 24,433 | 10 |
| Materials, Goods & Utilities | 9,164 | (144) | 9,020 | |
| Provision for Allowances | 27 | 0 | 27 | |
| Bank Charges & Short Term Interest | 214 | 130 | 344 | 11 |
| Grants and Other Transfers | 3,252 | 0 | 3,252 | |
| Interest on Long-term Debt | 1,130 | 20 | 1,150 | |
| Other Operating Expenses | 443 | (0) | 443 | |
| Internal Charges and Transfers | 33,240 | (5,602) | 27,638 | 12 |
| TOTAL EXPENSES | 160,861 | (13,667) | 147,194 | |
| NET EXPENSES (REVENUES) | (10,170) | 43 | (10,127) | |
| OPERATING CASH SOURCES | | | | |
| Transfer From Reserves | (9,479) | 1,434 | (8,045) | 13 |
| TOTAL OPERATING CASH SOURCES | (9,479) | 1,434 | (8,045) | |
| OPERATING CASH REQUIREMENTS | | | | |
| Amortization | (40,927) | 2 | (40,925) | |
| Amortization and Provision for Abandonment | 40,927 | (2) | 40,925 | |
| (Gain)/Loss On Disposal Of Asset | 0 | 0 | 0 | |
| Transfer to MOE | 941 | (100) | 841 | 14 |
| MOE - Repayments Principal | 7 | (0) | 7 | |
| TOTAL OPERATING CASH REQUIREMENTS | 948 | (100) | 848 | |
| CAPITAL CASH REQUIREMENTS | | | | |
| Debenture Principal | 4,303 | 152 | 4,455 | |
| Transfer to Capital | 3,009 | (1,059) | 1,950 | 15 |
| Infrastructure Loan Principal | 2,993 | (349) | 2,644 | 16 |
| TOTAL CAPITAL CASH REQUIREMENTS | 10,305 | (1,256) | 9,049 | |
| FUTURE FINANCIAL PLANS | | | | |
| Transfer to Reserve | 8,397 | (122) | 8,275 | 17 |
| TOTAL FUTURE FINANCIAL PLANS | 8,397 | (122) | 8,275 | |
| TOTAL CASH REQUIREMENTS | 0 | 0 | 0 | |

Notes

- Assessment growth adjustment carried forward from 2020 budget update (+\$1M) + 2021 property tax adjustment (-\$7.2m)
- MCAF moved from Other Revenue (+\$3M)+ Esplanade budget reallocations (-\$420k), Police Service/911 criminal background checks (+\$255k), Co-op Place budget reallocations (+\$1.3M), Airport (-\$532k)
- Adjustment carried forward from 2020 budget update (-\$150K) + increase due to change in investment portfolio (+\$1.3m)
- Reduced fine revenue from AB Fiscal Budget (-\$226K)
- MCAF transferred from Sales of Service (-\$3M), Esplanade budget reallocation (-\$27k), Airport (-\$23k) & Co-op Place budget reallocation (+\$828k)
- Budget correction for duplicate GIPO (-\$1.2M), Grant reduction from AB Fiscal Budget (-\$100K)
- New dividend policy - reduction in contribution from Land & utilities (-\$2.3m)
- Fleet fuel costs (-\$1M); Co-op Place budget reallocation (+\$279K); IMH (+\$32K); HSE reorg (+\$159K), energy accounting position (-\$106K), reduction to internal recoveries from SOT initiatives (\$4.5M)
- Union settlement & non-union (-\$2.1M); Co-op Place budget reallocation (+\$1.6M); Fire (-\$1.2M), community development (-\$171k), energy accounting (-\$106k), Accelerated Financially Fit initiatives (-\$9.52M)
- Various budget adjustment to reclassify FFI (+\$5.7M) + Additional SOT initiatives under development (-\$1.4M)
- Budget reallocations for Esplanade & Co-op Place (+\$130K)
- Reduction to internal charges from SOT initiatives (-\$4.5m) (+\$4.5M - 75% of CS SOT initiatives of \$6M)
- Reduction in transfer from reserves (-\$1.4M)(primarily Tax Rate Stabilization Reserve)
- Reduction in transfers to capital reset (-\$100K)
- Reduction due to capital reset (-\$1M)
- Reduction due to capital reset (-\$349K)
- Reduction in transfer to reserves (-\$122K) (primarily Fleet Reserve)

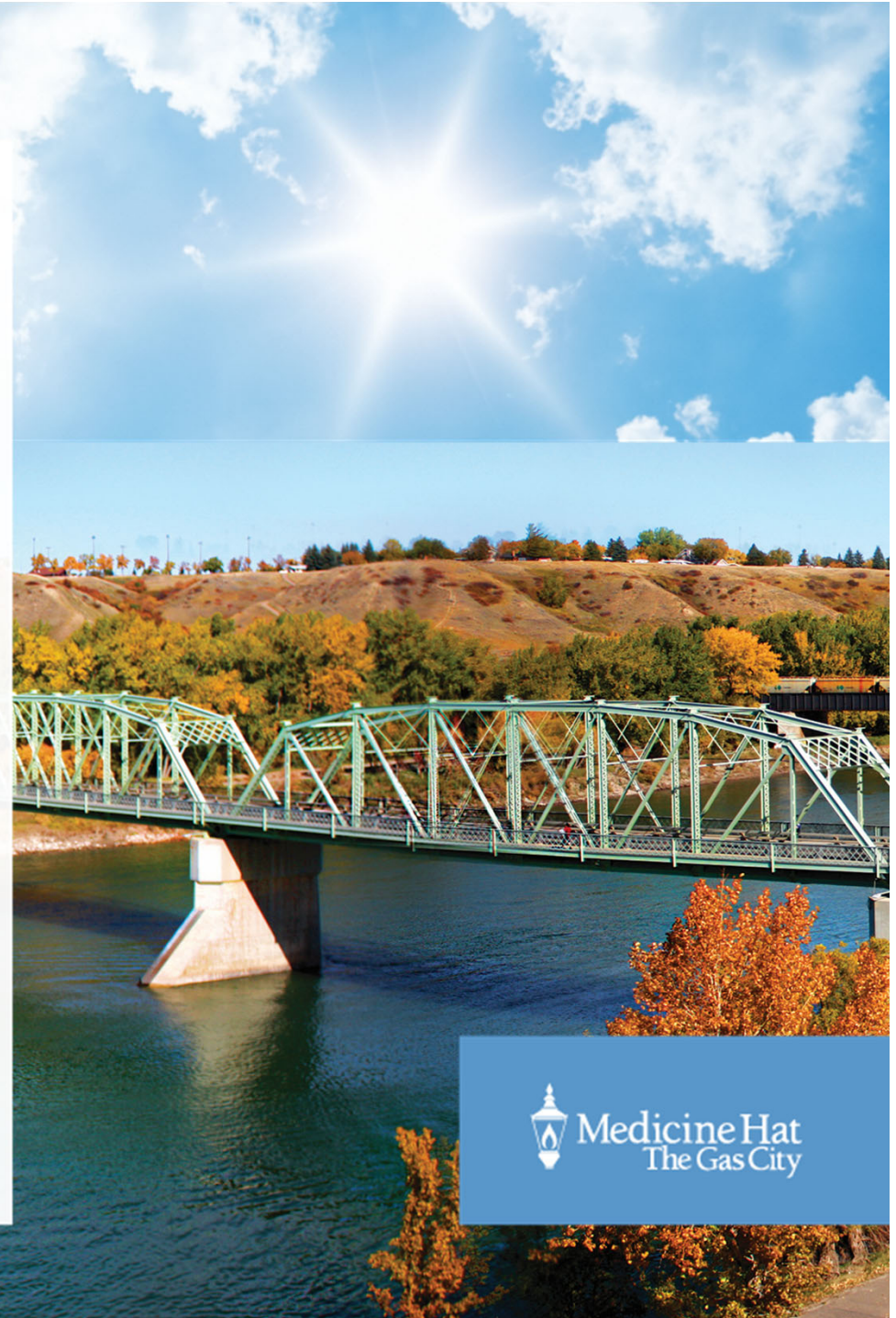
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Municipal & Invest MH Budget Update 2021

City Council

December 7, 2020



Agenda

- Introduction
- Budget Objectives
- 2020 in Review & Headwinds
- Updated Budget Assumptions
- 2021 Budget Update & Accelerated Financially Fit Initiative Summary
- Divisional Realignment
- 2021 Capital Budget & Treasury
- Invest Medicine Hat (IMH)
- Summary & Conclusion
- Recommendation

Introduction

- Council approved the 2019 – 2022 Tax-Supported budget on December 17, 2018
- Adjustments to the Council approved 2021 Budget are recommended to achieve a balanced budget:
 - ✓ Impact of 2019-23 AB Fiscal Plan
 - ✓ Revised Management Estimates
 - ✓ Operating Pressures including COVID-19 response
 - ✓ Property Tax Revenue
 - ✓ Budget Relief
- Theme – a **responsible and measured** recalibration to our Municipal Operations

Budget Objectives

2019-2022 Budget (2018)

- Meet all statutory and legislative requirements
- Delivery of quality municipal services valued by residents
- Financial sustainability and resilience
- Preserve and enhance the “Medicine Hat Advantage”

2021 Budget Update – Accelerated Financially Fit Initiative (2021)

- 0% tax revenue increase in 2020 and 2021
- Significantly reduce cost of government (surgical vs. across-the-board)
- Minimize adverse impacts on services (even enhance services where possible)

2020 In Review

External Forces

- AB 2019 & 2020 Budget
- COVID-19
- Oil & gas markets
- Global recession

Salaries

- Union settlement & non-union staff increase of 0%

COVID-19 Response

- Facility closures and relaunch – ongoing & iterative
- Property tax and payment relief
- Cost mitigation
- Accelerated Financially Fit Initiative

Headwinds

COVID-19

- Impacts to public facing amenities, programs and services
- Impacts to internal support services
- Potential for increased customer defaults
- Continued low interest environment
- Execution of new COVID-19 stimulus capital programs with Dec 31, 2021 timelines

Property Taxes

- Compounding impacts to future budgets **if not offset by real cost reductions**
- Taxpayers desire for lower property tax increases

2019-23 AB Fiscal Plan

- *“Alberta may not be able to sustain our current levels of infrastructure and operating spending”* per letter from Tracy L Allard, Minister of Municipal Affairs Oct 2020

Implementation & execution of 2021 response (Accelerated FFI and ComCo)

Limited ability to absorb cash losses through financial reserves

Updated Budget Assumptions

Property Tax Revenue

- 3.5% increase in 2020 (offset by one-time COVID Hat Support ~\$3.9 million)
- 4.0% increase in 2021 (~\$3.3 million)
- update: 0% increase in 2020 & 2021

User Fee Revenue

- \$250K increase in 2021

Municipal Consent and Access Fee Revenue

- \$3 million in 2021 (additional \$1 million from 2020)

Salaries

- 2% inflationary increase in 2021 (approx. \$1.8 million)
- update: 0% increase in 2021 for bargaining units & non-union staff
- negotiations continue with bargaining units

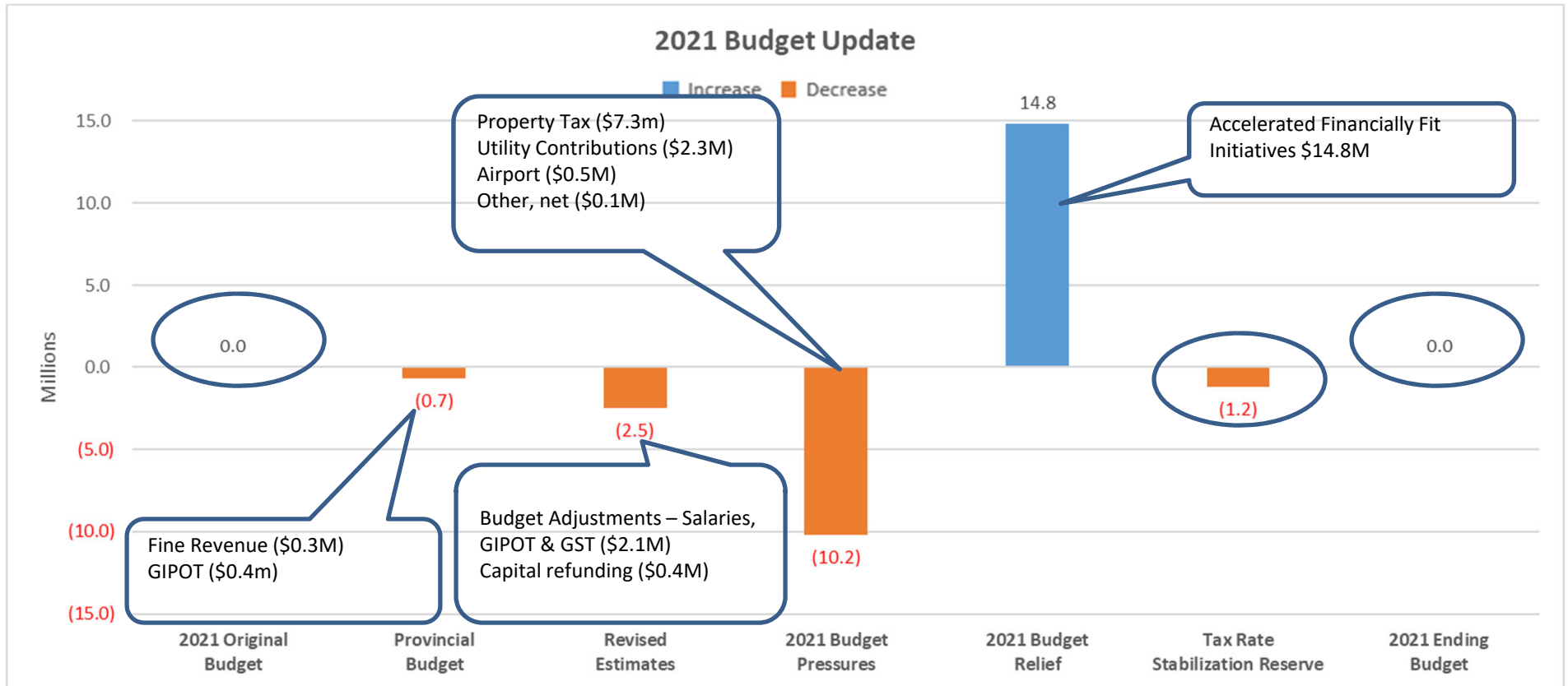
Accelerated Financially Fit Initiatives

- \$14.8 million identified as budget response

Tax Rate Stabilization Reserve – Transfer Out

- \$9.2 million in 2021
- reduced reliance on Tax Rate Stabilization Reserve to \$8.0 million - depending on success of mitigation efforts (amount and timing)

2021 Budget Update



2021 Budget requires \$8.0 million of reserve funding

2021 Budget Update

December 7, 2020

Slide 8

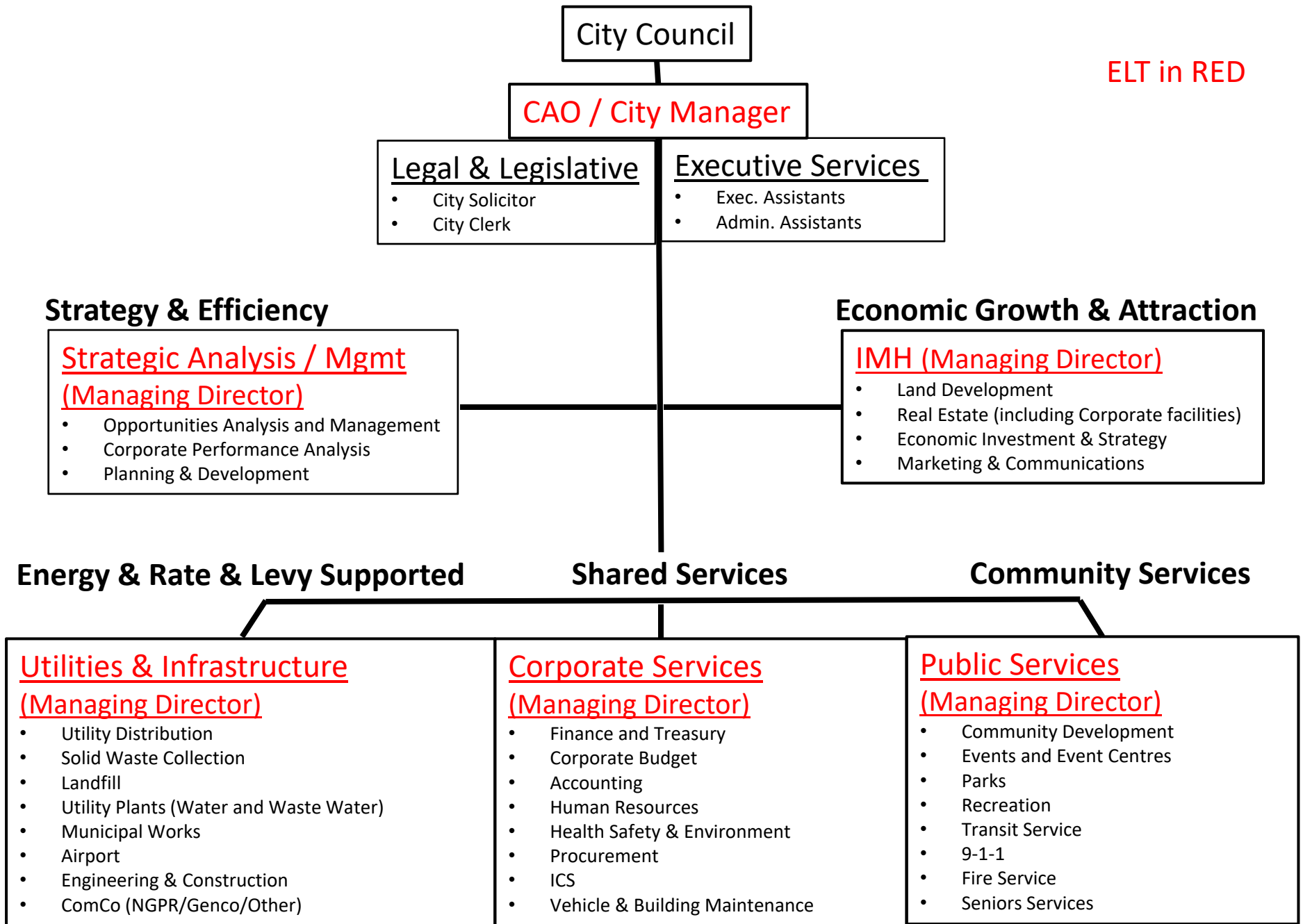
Treasury Department
City of Medicine Hat

Accelerated Financially Fit Initiatives \$14.8M

| | |
|---|--|
| | |
| <p>Improve Corporate Asset Management Review Service Delivery Model Reduce Supply Chain Costs</p> | <p>Optimize MH Police Service & Fire Service Reduce Library Funding Optimize Dividend & Reserve Policy</p> |
| <p>Adjust Service Level Standards Innovative Use of Reserves (Weather) Adjust Penalty Rates</p> | <p>Expand Transit on Demand Facility Closures (Crestwood Rec Centre, Moose Rec Centre & Heights Pool)</p> |
| <p>Union & Non Union Bargaining Settlements (CUPE, Fire, Out of Scope) Revise Loan Schedules (Principal & Interest) Miscellaneous (Parks, Telus, Criminal Checks)</p> | |
| <p>Divisional Realignment & Consolidation Accept Voluntary Workforce Reductions Remove Vacant Positions</p> | <p>Align Annual Standard Work Hours Select Department Restructuring Reduce Human Resource Costs</p> |

APPENDIX A

ELT in RED



2021 Capital Budget

2021 Budget Update

- No capital budget amendment required at this time
- 2021 impacts include \$0.7 million savings in interest and principal payments

Treasury Update

| Key Measures | 2021 Original Budget | 2021 Amended Budget |
|-----------------------------------|----------------------|---------------------|
| Investment Portfolio | \$389M | \$448M |
| Investment Return | 2.0% | 2.5% |
| Debt | \$378M | \$503M |
| Debt to Revenue | 46% | 68% |
| AFFI Transfer from Reserve | \$9.2M | \$8.0M |
| Utility Contribution to Municipal | \$5.4M | \$3.1M |

Invest Medicine Hat (IMH)

2021 Budget Update

December 7, 2020

Slide 13

Treasury Department
City of Medicine Hat

Invest Medicine Hat (IMH)

IMH's 2021 Budget Update was based upon City Council's Strategic Priorities, in particular:

- **Economic Vitality and Fiscal Responsibility**, with a view toward fully implementing the new Invest Medicine Hat model and also taking into account the expected economic environment in the near term for land development and sales.

IMH Update

Updated Management Assumptions for 2021:

- Sales forecast and cost of lots sold projections increase net sales from \$2.9M to \$3.8M
- Land Lease revenue expectations lowered by \$100K
- Elimination of original IMH contract & internalize staffing and office costs
- Elimination of financial support from City to Palliser Economic Partnership and Canadian Badlands (\$100K total reduction)
- Lower Infrastructure Loan Interest Charges due to positive working capital position at year-end 2019 and 2020 (\$266K decrease)

IMH Update – Budget Comparison

| Key Measures | 2021 Original Budget | 2021 Amended Budget |
|--------------|----------------------|---------------------|
| Revenue | \$16.8M | \$12.5M |
| Expense | \$15.3M | \$10.2M |
| Net Earnings | \$1.5M | \$2.3M |

Summary

2021 will be volatile year due to

- Continued COVID-19 impacts
- Market depression (includes commodity prices)
- Continued impact to future government funding
- Impacts may continue into 2022 creating additional challenges

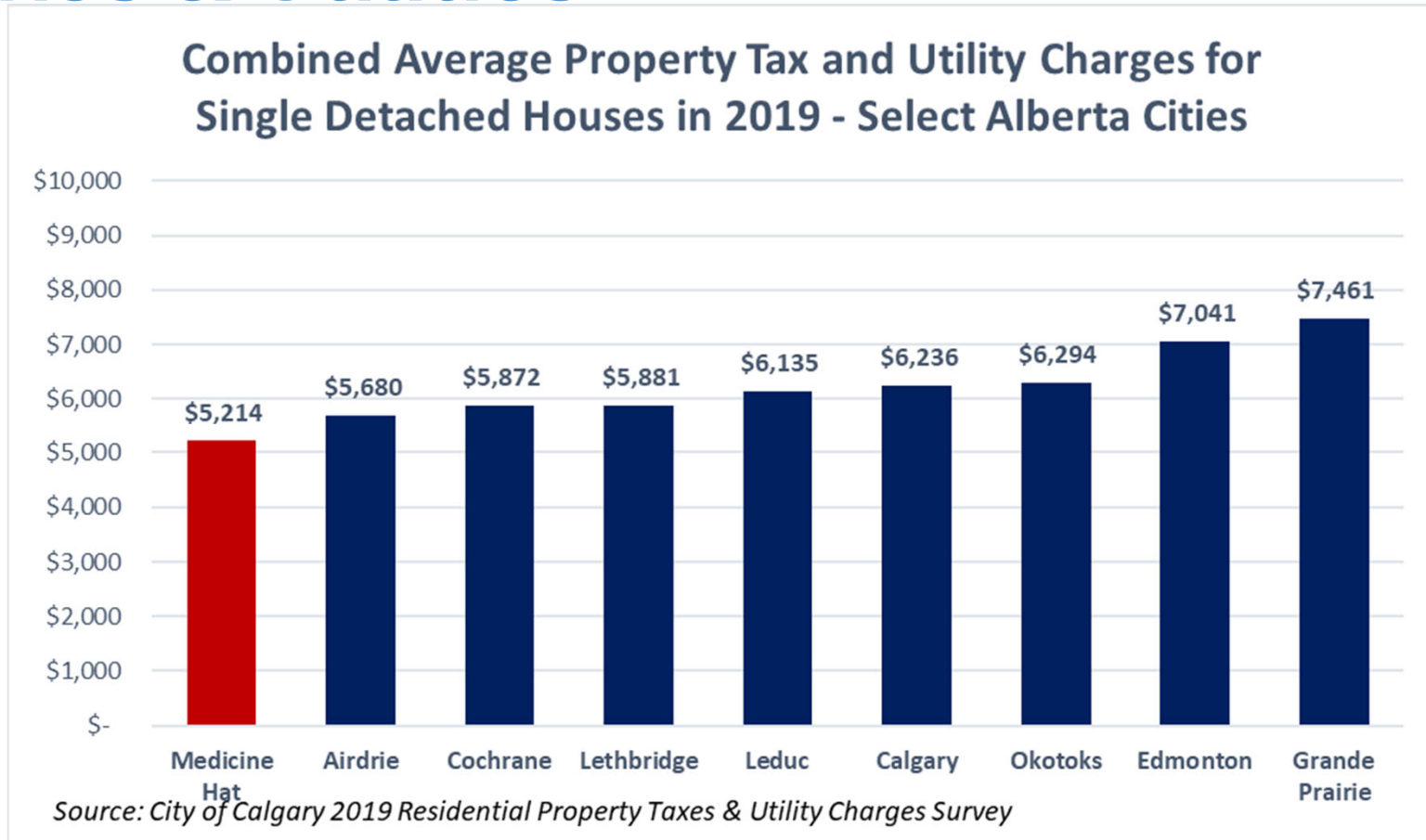
CMH is committed to

- Responding to headwinds
- A responsible and measured recalibration to our Municipal Operations
- Continuing to align fees, charges & rates with peer groups
- Continue disciplined cost mitigation & Accelerated FFI

Achieved 2021 Budget objectives

- 0% tax revenue increase in 2020 & 2021
- Significantly reduce cost of government (surgical vs. across-the-board) \$14.8m (11%)
- Minimize adverse impacts on services (even enhance services where possible)

Medicine Hat Advantage – Property Taxes & Utilities



Conclusion

- ✓ Met all statutory and regulatory requirements
- ✓ Through the implementation of the Accelerated FFI, continue the delivery of quality municipal services valued by residents
- ✓ Financial sustainability and resilience:
 - ✓ Stable and predictable tax environment
 - ✓ Revenue generators
 - ✓ Cost structure adjustments
- ✓ Council support will be required to achieve a balanced budget

Conclusion

Achieved the right balance for the “Medicine Hat Advantage”

- ✓ CMH – City is open for business – entrepreneurial
- ✓ Infrastructure – well managed and reliable
- ✓ Community safety – highly competent and versatile emergency and protective services
- ✓ Resources – leverage economic growth (land, water, gas, electricity)
- ✓ Heritage Saving Reserve – an endowment for residents
- ✓ Taxes & utilities – continued advantage compared to peers

Achieved 2021 Budget Objectives

- ✓ 0% tax revenue increase in 2020 & 2021
- ✓ Significantly reduce cost of government (surgical vs. across-the-board) \$14.8m (11%)
- ✓ Minimize adverse impacts on services (even enhance services where possible)

Tax Supported Summary

| Tax Supported (millions) | 2020 Approved Budget | 2020 Projected Actual | 2021 Approved Budget | 2021 Amended Budget |
|-----------------------------|----------------------------|-----------------------------|----------------------------|---------------------------|
| Revenues | \$164.3M | \$162.5M | \$171M | \$157.3M |
| Expenses | \$165.8M | \$158.7M | \$168.2M | \$154.3M |
| Net | (\$1.5M) | \$3.8M | \$2.8M | \$3.0M |
| Transfer from Reserves | \$17.3M | \$16.9M | \$9.5M | \$8.0M |
| Capital Requirements | (\$2.6M) | (\$2.1M) | (\$3.9M) | (\$2.7M) |
| Transfer to Reserves | (\$13.2M) | (\$18.6M) | (\$8.4M) | (\$8.3M) |
| Net Cash Requirement | \$0 | \$0 | \$0 | \$0 |

Recommendation

That City Council Approves:

- Amended 2021 Tax Supported operating budget
- Amended 2021 Invest Medicine Hat operating budget
- Divisional Realignment

Thank You

2021 Budget Update

December 7, 2020

Slide 23

Treasury Department
City of Medicine Hat

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION
MEETING HELD ON WEDNESDAY, OCTOBER 28, 2020
AT 2:30 P.M. IN CITY HALL, COUNCIL CHAMBERS**

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: M. Baruwa, Senior Development Officer – 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 P. Vanderham, seconded by F. Devine

THAT THE MINUTES OF OCTOBER 14, 2020 BE ADOPTED AS PRESENTED.

CARRIED

4. LAND USE BYLAW AMENDMENT(S)

4.1 BYLAW NO. 4639 – TO REZONE 25% OF 104 - 20 STREET NE FROM MEDIUM DENSITY RESIDENTIAL (R-MD) TO LOW DENSITY RESIDENTIAL (R-LD).

Moved by P. Vanderham, seconded by G. Johnson

IT IS RECOMMENDED THROUGH THE MUNICIPAL PLANNING COMMISSION THAT CITY COUNCIL APPROVE BYLAW NO. 4639 TO REZONE 25% OF 104 - 20 STREET NE FROM MEDIUM DENSITY RESIDENTIAL (R-MD) TO LOW DENSITY RESIDENTIAL (R-LD).

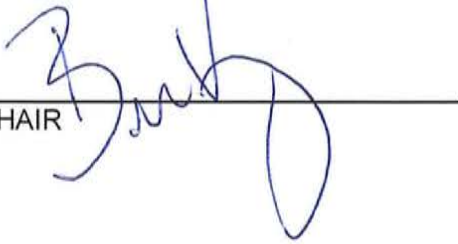
CARRIED

5. NEXT REGULAR MEETING – November 12, 2020 at 2:30 P.M.

6. **ADJOURNMENT** – The Chair declared the meeting adjourned at 2:50 P.M.

Adopted by the Municipal Planning Commission on November 25, 2020.

CHAIR

A handwritten signature in blue ink is written over a horizontal line. The signature is stylized and appears to be the name of the chair.

HERITAGE RESOURCES COMMITTEE

MEETING MINUTES

Tuesday, November 10, 2020

Veiner Centre Arts Room

5:06 PM

PRESENT: P. O'Brien, Chair
W. Lust, Vice-Chair
Councillor J. McIntosh, Council Representative
S. Sehn, Member
E. Morris, Member

ALSO PRESENT: A. Nelson, Manager Community Connections & Support
K. Cherwonogrodzky, Heritage Assistant

NOT PRESENT: K. McArthur, Arts & Heritage Advisory Board (AHAB) Representative

1. MINUTES OF THE OCTOBER 13, 2020 HERITAGE RESOURCES COMMITTEE MEETING

The minutes of the October 13, 2020 Heritage Resources Committee (HRC) meeting were adopted as presented.

INFORMATION

2. MUNICIPAL DESIGNATION REQUEST UPDATES

Following review of the draft bylaw for the Saratoga Park Municipal Historic Area Designation by the HRC and City staff, the Bylaw is now ready for review by the Administrative Committee. Tentative plans are for the Bylaw to go to Council for adoption on November 16, 2020.

INFORMATION

3. UPDATE ON INTERPRETIVE SIGNAGE PROJECT

Mr. E. Morris provided an update on the status of the various interpretive signage in the works, as well as an explanation of an updated spreadsheet he prepared to track all the information related to the signage project. The spreadsheet that he e-mailed to the HRC includes not only a listing of the current and proposed signage, priority and status of completion and related QR codes, but he added a column to show the date of completion as well as a link to an image of the completed signage.

Since last month, the signage for the former Sons of Abraham Synagogue has been finalized and purchased. Plans for the installation of the sign are in the works.

Discussion followed on the preferred content for signage for the Gas Lamps located in Batus Park, as well as what signage to include in a planned grant submission due February 2021.

INFORMATION

4. UPDATE ON MCKENZIE SHARLAND PLAQUE UNVEILING

Mr. M. Sissons provided a written update that the renovations on the McKenzie Sharland Grocery are near completion; however, they have not yet been able to dig a hole for the installation of the plaque, therefore the unveiling will likely be postponed until the spring of 2021.

INFORMATION

5. UPDATE ON THE ADVISORY BOARD AND COMMITTEE REVIEW

It was noted that the consultation with the various boards and committees regarding the proposed recommendations was complete and the HRC were thanked for their input. A written update was received from Ms. L. Prestayko that explained that the Public Services Committee adopted the recommendations that are expected to be referred to City Council for consideration on the November 16, 2020 Council agenda.

INFORMATION

6. OTHER ADMINISTRATIVE ITEMS

(a) The HRC budget report to October 31, 2020 was received for information. It was noted that the remaining donated funds for the Ewart Duggan House Heritage Garden need to be spent by the end of December 31, 2021. Some potential items for use that have been discussed in the past were additional benches, shrubs, as well as a signage stand that may be updated as needed to recognize ongoing donors.

(b) The following Interventions and Investigations, were reported:

- Mr. E. Morris raised the following:

- He wondered if the HRC should recommend designation of the No. 34 Service Flying Training School Guardhouse located at 1710 Gershaw Dr. SW, as it was evaluated as a rare intact and best preserved of the Flying Training School buildings. Through discussion, it was decided to discuss the pros and cons of designation at the December 8, 2020 HRC meeting as well as prioritize which resources they would recommend for Municipal Historic Resource Designation.
- He noted the recent application for provincial designation by St. Patrick's Church. Ms. K. Cherwonogrodzky, Heritage Assistant, added that Mr. F. Shaw, Heritage Conservation Adviser with the province, met with her and church representatives on November 3, 2020. She was able to provide him with some resources, including the evaluation done by the City, to assist the province with their research. Mr. F. Shaw advised that the review of a designation application could take six months or more.
- Mr. E. Morris explained that Mr. Robert Weissmann purchased from the Medicine Hat & District Historical Society, the stained glass windows they had from the former St. Theresa's Academy. Mr. R. Weissmann has started taking custom orders from the public for use of the windows.

- Mr. W. Lust reported on three topics:

- Although the HRC reported last month that after some research, they were not able to suggest a location to relocate an historic carriage house slated for demolition, Mr. W. Lust noted that he might have found an individual interested in moving and restoring it. He has been in contact with the owners and they are willing to hold off on demolition plans to allow the possibility of relocation to be investigated further.
- Mr. W. Lust also provided an update on the progress for his idea for pre-cast cement bases as a potential option for installing posts for interpretive signage when there are concerns for locates or road right of way. The HRC agreed to keep this method in mind for upcoming signage and Mr. W. Lust's idea of possibly making the posts for the signage as well.

- Mr. W. Lust raised a concern addressed previously regarding the wear on the Finlay Bridge plaque due to water pooling at the base of the plaque. He and Mr. E. Morris will do some additional research regarding possible means to restore and protect the plaque.
- (c) Ms. S. Sehn, Chair of the Ewart Duggan House Heritage Garden Sub-Committee and garden volunteer, noted that the garden clean up has been completed. This year the volunteers put in 199.5 volunteer hours and their dedication will be recognized at a Volunteer/Donor Appreciation Event that is scheduled for December 5, 2020, that happens to be International Volunteers Day. The Mayor is scheduled to attend the gathering that will be by invitation only to keep numbers below 15 to maintain social distancing. The volunteers will also be recognized in a newspaper ad. A photo display prepared for the event was shared with the HRC at the meeting.
- (d) Mr. E. Morris reported the Historical Society of Medicine Hat & District AGM has been postponed indefinitely due to COVID-19 and social distancing concerns.

INFORMATION

7. NEXT MEETING DATE

The next HRC monthly meeting is scheduled for December 8, 2020, in the Veiner Centre Arts Room. Due to social distancing requirements, invited guests only.

INFORMATION

ADJOURNMENT

The meeting adjourned at 6:17 PM

RECEIVED BY CITY COUNCIL ON DECEMBER 7, 2020

Angela Cruickshank, City Clerk



**OPEN POLICE COMMISSION MEETING AGENDA
THURSDAY, NOVEMBER 19, 2020 at 5:30 PM
MHPS COMMUNITY BOARDROOM**

1. **AGENDA**
2. **MINUTES**
 - A. October 15, 2020 minutes for adoption **5:30 PM – 5:35 PM**
3. **STANDING ITEMS**
 - A. Police Budget Update (Chief McGrogan) **5:35 PM – 5:40 PM**
4. **OFFICE OF THE CHIEF REPORT**
 - A. Administrative Services Report (Inspector West) **5:40 PM – 5:45 PM**
 - B. Operational Services Report (Inspector Secondiak) **5:45 PM – 5:50 PM**
 - C. Support Services Report (Inspector McGough) **5:50 PM – 5:55 PM**
 - D. Chief's Report (Chief McGrogan) **5:55 PM – 6:00 PM**
5. **NEW BUSINESS**
 - A. SFIT Presentation **Cst. K. Steiger**
6. **ACTION ITEMS**
7. **COMMUNITY CONSULTATION** **6:00 PM – 6:05 PM**
8. **UPCOMING MEETINGS**
 - Police Commission Open Meeting **December 17, 2020 at 5:30 PM**
 - Police Commission Open Meeting **January 21, 2021 at 5:30 PM**
9. **ADJOURNMENT**

**MINUTES OF THE GENERAL MEETING
MEDICINE HAT POLICE COMMISSION
HELD ON THURSDAY, NOVEMBER 19, 2020 AT 6:00 PM
MHPS COMMUNITY BOARDROOM**

PRESENT: Chair Mrs. S. Redden
Vice Chair Mr. T. Meidinger
Mrs. M. Campbell
Mr. M. Thorson
Mr. T. Rodych
Councillor R. Dumanowski
Councillor J. Friesen
Chief A. McGrogan
Inspector T. McGough
Inspector B. Secondiak
Inspector J. West

Mr. G. Keen
ALSO: Ms. A. Filanti
ABSENT:

1. NOVEMBER 19, 2020 AGENDA

Motion to approve the agenda of the November 19, 2020 Open Commission meeting as presented.

Seconded and carried unanimously.

2. MINUTES OF OCTOBER 15, 2020 OPEN MEETING:

Motion to approve the minutes of the Open Commission meeting held October 15, 2020 as presented.

Seconded and carried unanimously.

3. STANDING ITEMS

A) Police Budget Update

Chief McGrogan advised that the Service is currently predicting a healthy positive year-end variance due to ALERT funding, increase in Backcheck revenue and decreased training, court and overtime due to Covid-19.

4. OFFICE OF THE CHIEF REPORT

Upon conclusion of the Operational Services section of the report, Councillor Dumanowski inquired if the MHPS Mobile App has any way to create a response mechanism directly to the Downtown Patrol Unit. Insp Secondiak responded that they meet with the DPU every two weeks to go over hot spots and information they receive from the app. They do not want people contacting the members directly as this circumvents 911 and the DPU is not staffed for 24-hour coverage.

Mr. Thorson inquired as to whether the impaired driving charges are drug or alcohol related. Insp Secondiak responded that they were all alcohol, the Service has drug recognition experts (DRE's) to detect drug impaired driving, but it is infrequent.

There was a discussion around Bill C21 and the new administrative sanctions for impaired driving that will come into effect on December 1.

Councillor Dumanowski inquired what steps the Service is taking with the second wave of Covid-19. Insp West responded that they are managing office congestion by reducing staff numbers working from the building; they are setting up handwashing stations throughout the building and have a mandatory mask protocol in place for staff when they are not in their immediate workstation.

Motion to receive the Office of the Chief report.

Seconded and carried unanimously.

5. NEW BUSINESS

A) SFIT Presentation

Cst. Kinsi Steiger attended the meeting and gave a presentation on the Safe Families Intervention Team (SFIT). SFIT, in partnership with the Medicine Hat Women's Shelter Society, provides the necessary resources, services and referrals for families to help establish healthy, violence free relationships. These services are offered to the accused as well, to try to break the cycle of violence.

Councillor Dumanowski inquired as to what percentage of calls are repeat offenders. Cst. Steiger responded that she does not have the exact number, but would guess about 50% or more.

Councillor Dumanowski further inquired what the follow up process is for domestic violence calls. Cst. Steiger responded that their information is forwarded to the outreach worker and they will contact the victims for follow up and offer services.

There was an inquiry as to what has changed since the inception of SFIT and if there are any perceived gaps in service. Cst. Steiger responded that she wishes there was an enforcement piece to ensure accused's are abiding by conditions and no contact orders. Patrols will do compliance checks on high-risk offenders when available, but would like to see that increase.

6. COMMUNITY CONSULTATION

None.

7. ACTION ITEMS

None.

8. ADJOURMENT

Chair Redden declared the meeting adjourned at 6:23 PM.



OFFICE OF THE CHIEF REPORT TO POLICE COMMISSION

NOVEMBER 19, 2020

CHIEF'S REPORT

COVID-19 Update: On November 4, the Service distributed a directive related to enhanced safety protocol and guidelines. The highlights are as follows:

- All staff must wear a mask covering nose and mouth while in the building and outside of immediate work areas.
- Further restrictions to common areas such as gym and fitness areas, lunchroom and shared food.
- Operational restrictions relating to mandatory alcohol screening, prisoner escorts and general social distancing guidelines.
- Work from home and workspace protocols were revisited with enhanced safety protocols put in place.

The City initiated a “Right Sizing” initiative through the City’s Financially Fit Initiative to address the City’s current financial challenge with the introduction of a Voluntary Workforce Reduction Program, which includes all police personnel. In short, the City is offering a onetime opportunity for personnel to leave the organization with several incentives. Employees who wish to be considered within the criteria of the program must apply between November 1 and November 30.

ADMINISTRATIVE SERVICES HIGHLIGHTS

TRAINING UNIT

Fall In-Service training has resumed on an as required basis. The Investigative Skills Education Program (ISEP) 300 went ahead with eight MHPS candidates enrolled. The Search Warrant Course leads candidates through the investigative process that includes drafting a Search Warrant. Candidates included those with only a few years service, to a 15 year member.

INFORMATION SECTION

The Information Officer conducted 320 Police Information Checks (PIC's) in October as well as 44 “walk in” Checks. The Information Officer dealt with 51 pieces of correspondence requesting various information. The Information Officer is also working on 9 FOIP various Freedom of

Information (FOIP) requests.

| | 2018 | | | 2019 | | | 2020 | | |
|--------------|--------------|-------------|-------------|--------------|-------------|-------------|--------------|-------------|-------------|
| | Walk-In PICS | Online PICS | Total | Walk-In PICS | Online PICS | Total | Walk-In PICS | Online PICS | Total |
| Jan | 314 | 212 | 526 | 314 | 191 | 505 | 231 | 144 | 375 |
| Feb | 205 | 114 | 319 | 211 | 158 | 369 | 261 | 106 | 367 |
| Mar | 251 | 152 | 398 | 295 | 139 | 434 | 139 | 135 | 274 |
| Apr | 301 | 230 | 531 | 313 | 209 | 522 | 0 | 171 | 171 |
| May | 285 | 206 | 491 | 298 | 193 | 491 | 0 | 198 | 198 |
| Jun | 258 | 182 | 440 | 329 | 179 | 508 | 0 | 290 | 290 |
| Jul | 244 | 164 | 404 | 289 | 175 | 464 | 0 | 349 | 349 |
| Aug | 301 | 216 | 517 | 240 | 179 | 419 | 0 | 420 | 420 |
| Sep | 352 | 199 | 551 | 378 | 182 | 560 | 5 | 414 | 419 |
| Oct | 333 | 159 | 492 | 369 | 171 | 540 | 44 | 320 | 364 |
| Nov | 276 | 161 | 437 | 252 | 119 | 371 | | | |
| Dec | 176 | 128 | 304 | 212 | 110 | 322 | | | |
| TOTAL | 3296 | 2123 | 5419 | 3500 | 2005 | 5505 | 680 | 2547 | 3227 |

OCCUPATIONAL HEALTH AND SAFETY

- Safety Briefings submitted for K9, Control Tactics, EDU and Firearms training days and CT for Oct 1 which included OC deployment of new members.
- Weight Room repairs were coordinated after a safety hazard was identified
- Cst. Claypool attended the 5-day Taproot Root cause analysis course with the City HSE team.
- Cst. Claypool attended the 4 day St. Johns First Aid Instructor Course. A time will be arranged to complete a team teach for Cst. Claypool to become certified as an instructor.
- Cst. Claypool met with City HSE with utilities who conducted the last audit to discuss current business practices and possible changes moving forward with the police emergency management system.
- Cst. Claypool met with Sgt. Schmidt to develop a plan to roll out the OHS compliant Standard First Aid/CPR and the Law Enforcement First Aid course for 2021.

| | August | September | October |
|-------------------------------------|--------|-----------|---------|
| Incidents | 8 | 3 | 5 |
| Injury Incidents | 3 | 2 | 1 |
| MVC's | 4 | 1 | 2 |
| Intellex Reports | 9 | 3 | 5 |
| Narcans Deployments | 2 | 2 | 0 |
| AED Deployments | 0 | 0 | 0 |
| Safety Observations | 4 | 10 | 2 |
| Near Miss Incidents Reported | 1 | 0 | 1 |

INFORMATION TECHNOLOGY (IT) SECTION

In the month of October, the IT section received 245 new requests for Help Desk support and closed 253 Help Desk requests. There are currently 88 Help Desk requests open and 633 issues to be completed.

| | October 2020 | September 2020 | YTD 2020 |
|------------------------------------|--------------|----------------|----------|
| Help Desk | 245 | 290 | 2580 |
| Project Issues | 5 | 16 | 385 |
| General | 23 | 9 | 194 |
| Development | 2 | 11 | 35 |
| Infrastructure | 3 | 4 | 46 |
| Number of Tickets Completed | 287 | 351 | 2967 |
| Total Tickets Created | 279 | 351 | 3248 |

INFORMATION MANAGEMENT SECTION (IMS)

| | | October |
|-------------------------------|--|---------|
| Information Processing | Photo Radar Violations Processed | 1941 |
| | Diary Dates set - Fingerprints (upcoming court dates/Warrants) | 3301 |
| | CJIM Entries | 36 |
| | Scanning of Prints to LiveScan | 20 |
| | Files Uploaded (GO, SC, FU) | 3259 |
| | Warrants Executed or Recalled / FTA | 150 |
| | Disclosure Packages Released | 353 |
| | Transcripts | 20 |
| | Security Checks | 6 |
| | Viclas | 12 |
| Quality Assurance | CPIC Entries (Wrts, Accused Records, Court) includes IPS clerks | 794 |
| | QA Scanned Images | 1790 |
| | QA Fingerprints | 6 |
| Reception | Tickets Processed | 119 |
| | Bylaw Tickets | 402 |

| | | |
|---------------|---|-----|
| Court Liaison | Cat and Dog Licenses | 166 |
| | Collisions | 128 |
| | Crown Requests | 43 |
| | Information's Sworn | 162 |
| | CARM Inquires / Entries / Availability Requests | 69 |
| | Files Reviewed | 583 |

PROFESSIONAL STANDARDS

| Criminal Complaints 2020 | 2020 Police Act Public initiated investigations | 2020 Police Act Service initiated investigations | Criminal Complaints carried over from 2019 or earlier | Police Act Complaints carried over from 2019 or earlier | 2020 Peace Officer Complaints | Citizen Contacts | Disposition | |
|--------------------------|---|--|---|---|-------------------------------|------------------|---|----|
| 3 | 8 | 3 | 5 | 24 | 0 | 16 | Counselling Sec 6 | 4 |
| | | | | | | | Minor Sec 19 | 4 |
| | | | | | | | Hearing Sec 17 | |
| | | | | | | | Dismissed/Withdrawn | 6 |
| | | | | | | | No Criminal Charges | 3 |
| | | | | | | | Criminal Charges Laid | |
| | | | | | | | Citizen Contact Referral to Other Units | 14 |
| | | | | | | | Active Files | 28 |

| | Total Files | Originated in 2020 | Originated in 2019 | Originated 2018 or Earlier | Status: | |
|---|-------------|--------------------|------------------------|-----------------------------------|--------------------------------------|----|
| Police Act / Peace Officer Investigations | 22 | 6 | 11 | 5 | Initial Inquiries | 1 |
| | | | | | Abeyance | 6 |
| | | | | | Active Investigation | 15 |
| | | | | | LERB Review | 0 |
| | Total Files | Originated in 2020 | Carried over from 2019 | Carried over from 2018 or Earlier | Status: | |
| Criminal/ Statutory | 5 | 3 | 0 | 2 | Active investigation | 5 |
| | | | | | No charges recommended, or Withdrawn | |
| | | | | | Criminal Charges Laid | |

OPERATIONAL SERVICES HIGHLIGHTS

PATROLS

- In early October, neighboring residents identified a residence located in the 500 block of 21 Street NE as a problem house. Information received stated that there was an increase in property crime in the immediate area since the beginning of October and two additional neighborhood concerns were sent to MHPS by way of web tip. On local neighborhood watch Facebook sites people are also reporting suspicious activity occurring but most of this has gone unreported to police. This is an ongoing problem oriented policing project which will be investigated throughout the coming weeks.
- A residence located on Cameron Way has been identified as a problem location that meets the definition of a low-level drug house. There has been considerable concern about the quality of life in the neighbourhood. As such, the Patrol teams were assigned to resolve the file. This project has come to a successful conclusion at the end of October. The community concerns have been reduced due to the police presence and activity.
- On October 4, police were called to Anson Ave SW for a 17 year old who had stabbed herself in the chest. While arresting the female under the Mental Health Act, the female kicked and bit the officers. She was apprehended and transported to the hospital.
- On October 7, a Community Peace Officer (CPO) was in the washroom in the Medical Arts Centre when a male confronted him and elbowed him in the face causing a cut. The male was arrested in a nearby liquor store without incident. This was a random incident.
- On October 9, a female reported that her male companion had been acting erratically and throwing furniture in his hotel room. He locked her in the room and assaulted her when she tried to leave. Police attended and the male refused to come to the door. A Feeney warrant was issued and the male was arrested for assault, unlawful confinement, and LPS warrants. While in cells the male had overdose symptoms, he was transported to the Medicine Hat Regional Hospital by police after he broke out of an ambulance and ran a short distance.
- On October 11, patrols received a 911 call from a female on 10 St NE who stated her ex boyfriend was at her residence and choked her, then left the residence on foot after taking half a bottle of pills. Patrols established containment in the area and a K9 track was completed along with a cell phone ping, which lead to the male being located and transported by EMS to the hospital.
- October 12, patrol members conducted a routine traffic stop on a male with expired plates. The investigation revealed several breaches of conditions and the recovery of a hand held taser.



- On October 12, police responded to the 500 block of Princess Ave SE for a 22 year old male who was making suicidal comments. While speaking with the male inside the residence, he produced a knife and advanced toward police. Two rounds were deployed from the Arwen and the male was apprehended without further issue. The male was transported to the hospital.
- On October 13, a Traffic member identified a stolen licence plate on a vehicle at the 20 St NE strip mall. The vehicle left the parking lot and when the member attempted to stop it, the vehicle fled. No pursuit was initiated, the area was checked, but the vehicle was not located. In speaking with witnesses, the driver was identified, and a warrant was issued for his arrest.
- On October 14, patrol members attended Belfast St SE for more found bones. A single bone had been located in a pile of dirt by construction workers. The pile of dirt had been moved multiple times throughout the day and no other bones had been located. A call to the Archaeologist Survey of Alberta was made and they determined that due to the previous remains found at this same location, the bones were deemed too old to be studied and they were delivered to the Historic Branch. This is believed to be a very old burial ground which has produced several similar remains in the past.
- During the evening of October 15, police received complaints of two horses running loose in the Southlands area; the owner was unknown and the officers were unable to contain them. The horses were monitored while an off-duty member attended and was able to secure the animals.
- On October 16th, patrols attended 1st St SE at 3rd Ave SE for a roll over motor vehicle collision. It was determined that a Chrysler Intrepid lost control, struck a parked truck, over corrected and rolled onto its roof. Another truck was travelling on 1st St and struck the Intrepid while on its roof. One driver sustained minor injuries and drugs and/or alcohol were not involved.
- On October 20, a Junior High reported a student who had been searching disturbing material on the internet including suicides and mass shooting. School counsellors and Admin enacted their protocol for the incident. Patrols attended the school and conducted investigation and determined that the involved student did not commit any criminal act and never met the criteria for Mental Health Act apprehension. A patrol member followed up with the students' mother and learned of some of the websites he had been visiting and further assessed his mental health however the student still was not considered to be a risk to himself or others. Patrols made referrals to both parents and school staff on suggestions in how to deal with the student. School

counsellor conducted a Violence Threats Risk Assessment (VTRA) with the student and the school will continue to monitor and provide support for him.

- On October 20, a male was apprehended under the Mental Health Act. The males’ mental health continues in a downward spiral and his behaviour is erratic and unexplainable. The male was observed to have extensive facial injuries which he was not willing to have looked at and in dealing with him he made bizarre claims to be a Judge and he spoke into a meth pipe stating it was a cell phone. The male was apprehended and taken to the hospital and it was later learned that he had two orbital fractures and he could not see out of his eyes.
- On October 22, a male attended to the residence of his ex-girlfriend in the 300 block of 4 St NE. The male broke into the bedroom and punched the female and pushed her to the ground where he pulled a black handgun from his waist, along with a knife. The male got in a verbal argument with the female before he stole her cell phone and left. On October 23, the male returned again, this time with two other unknown males dressed in black and sprayed bear spray on his ex-girlfriend and throughout her bedroom. The female received minor injuries from both encounters and was treated by EMS. The male was arrested the following day and held for a bail hearing.
- On October 22, a patrol member attempted to stop a red SUV operated by a lone male occupant. The vehicle was observed losing control, striking a curb and going onto the sidewalk, at which time the patrol constable discontinued following the vehicle and the vehicle sped away at speeds of 80 km/h. The vehicle was last seen on 3rd St NW in the 200 block and containment was set up. The Patrol member observed a male running across 3rd St NW in the 200 block, from an area where the vehicle was last scene. Two members tracked fresh footwear impressions in the snow through several yards and located the male, when he was challenged over top of a fence, the male began running away with his hands in the air. A short foot pursuit occurred and the members located the male behind a camper on 4th St NW. The male immediately resisted arrest when police attempted to take him into custody. The male was eventually taken into custody and charged with PSP over \$5000, Dangerous Driving, Evade, Breach Probation, Resist Arrest, and Trespass By Night.
- On the early morning of October 28th a 41-year-old male, who just arrived in the city and was suffering from a mental health episode, broke into the Evangelical Free Church at 8 Palliser Place NE. The male was arrested with the assistance of PSD Flint. He was subsequently charged with break and enter as well as several breaches.

| PATROL SECTION STATISTICS | September 2020 | October 2020 | October 2019 |
|-----------------------------------|---------------------------|-------------------------|-------------------------|
| Response / Service | 4884 | 4411 | 4415 |
| Road Safety | 1161 | 835 | 563 |
| Total Community Engagement | 72 | 74 | 118 |
| Total Enforcement Tickets | 186 | 607 | 541 |
| Street Checks | 13 | 16 | 26 |

DOWNTOWN PATROL UNIT

- On October 27, the Downtown Patrol Unit (DPU) responded to a financial institution, where a male had become upset at one of the tellers, ripped the Debit machine PIN Pad off the counter and smashed it on the floor. The suspect left the area, and was later arrested by patrols on an unrelated matter. The DPU identified the male and subsequently charged him with Mischief.
- On October 29, DPU responded to a complaint of two (2) males doing drugs on the third floor elevator platform of the transit parkade. A 29 year old male and 36 year old male were charged with possession of 0.5 grams of Fentanyl and 0.1 gram of Methamphetamine; street value of \$260.
- The DPU has made approximately 50 business contacts in their first week of operation, and are hoping to speak to all business owners in the downtown core by the end of November 2020. The units' presence has been very well received. Common themes for complaints include the loitering at the transit terminal and overall public behavior issues (intoxication, loitering, and littering) throughout downtown. DPU has also reached out to some social service agencies to build connections and learn how their relationships can assist each other; these include: Community Housing, Saamis Immigration, and Canadian Mental Health Association.

K9 UNIT

- In October, over the course of a few weeks PSD Astor had become increasingly ill and had made several visits to the vet to try and diagnosis the cause. On the evening of October 9th, the dog was showing signs of extreme discomfort. X-rays showed what appeared to be a large mass that had developed in his abdomen. The decision was made rush the dog to a vet specialist in Calgary where he was diagnosed with splenic torsion, the twisting of the spleen. The dog received emergency surgery that night to remove the spleen and attach the stomach to the abdomen wall, which is a preventative procedure to prevent gastric torsion (twisting of the stomach) in the future. He remained in ICU over the weekend and was removed from active duty until healthy enough to work again. On October 30th PSD Astor returned to active duty after a full recovery.
- On October 28, 2020 at 0323hrs patrols attended to an intrusion alarm at a church located at 9 Palliser Way NE. Upon arrival, police observed forced entry to the building and Cst. Dola and PSD Flint attended to search the building. K9 announcements into the building gained no response and as they were searching the building PSD Flint alerted by barking at the presence of a human hiding inside a janitor's closet. As Cst. Dola was about to recall the dog and call out the person from his hiding spot, the offender opened the door and was contacted by the PSD on the arm. PSD Flint maintained a full mouth bite of the offender for a short moment until he was safely removed by Cst. Dola. The offender was arrested without further incident and the remainder of the building was searched and cleared. At the time of the contact, the offender was wearing two hoodies and a Carhart jacket, which significantly reduced contact injury. Injury was very minor and consisted of minor bruising to the elbow area.
- The K9 Unit has begun the process of recruiting for the current vacancy. A list of applicants has been identified and the competition will take place in January 2021. Background checks and

supervisor assessments will be completed between now and then. It is anticipated that one member will be selected to begin the Basic K9 Handler's Course in 2021.

| Deployment Types | August 2020 | September 2020 | October 2020 |
|---|-------------|----------------|--------------|
| Track | 0 | 8 | 3 |
| Confirmation Track | 0 | 0 | 0 |
| Building Search | 6 | 2 | 2 |
| Evidence Search | 2 | 2 | 1 |
| Area Search | 0 | 0 | 0 |
| Drug Search | 0 | 0 | 0 |
| Direct Apprehension | 0 | 0 | 0 |
| Tactical Team Assist/Stage 2 | 0 | 0 | 0 |
| High Risk Vehicle Stop | 0 | 0 | 0 |
| Containment/Stage 1 | 1 | 4 | 2 |
| Demo | 0 | 1 | 1 |
| Total Calls for Service* | 8 | 17 | 8 |
| Deployment Results | | | |
| No Find/No track located | 6 | 10 | 7 |
| Apprehension – Contact Injury | 0 | 0 | 1 |
| Apprehension – Contact No Injury | 0 | 0 | 0 |
| Apprehension – No Contact | 1 | 1 | 0 |
| Drug Find | 0 | 0 | 0 |
| Evidence Find | 0 | 1 | 0 |
| Track without Apprehension | 0 | 3 | 0 |
| Total Apprehensions/Finds | 1 | 2 | 1 |

*some calls for service may involve multiple deployment types (building search/area search, track/evidence search, etc.)

TRAFFIC UNIT

Tickets issued: 285

Vehicle Stops: 299

Warnings: 28

Collisions attended (including Collision Reporting Center (CRC) Follow-ups): 11

CRC Follow-ups completed: 3

Calls for Service: 149

October Community Safety:

- Five (5) Impaired drivers charged
- 41 Distracted driving violations
- 79 playground and school zone patrols
- Speeding Complaints with Enforcement attention given;

- Sierra Blvd – 10 violations and numerous warnings
- Cape School – 10 warnings given and will continue to monitor into November

October Community Engagement:

- 1 car seat clinic training – 3 members
- 2 Wide load escorts
- Two media interviews were provided regarding winter driving and photo radar.
- Bike Rodeo in the flats with about 35 kids attending and the Traffic Safety Committee – September 29

Traffic Meetings, Extra Highlights and Duties

- Traffic Unit duties are now going to be responding to public traffic concerns based on analytics (complaint, phone call and tip driven) for a part of unit direction. Several tips came in from the public for areas that needed extra attention. Members will work using information from the service analyst, collision data from the CRC, and photo radar violations.
- Members completed a project on the South Ridge overpass catching speeders and distracted drivers. 15 violations were issued in a short period of time.
- The Unit attended Calgary for the new Impaired Driving, Bill C-21 training.
- Kerry Blake the Provincial alcohol expert attended MHPS and provided training to three members to become Standard Field Sobriety Test (SFST) instructors.
- Discussions with the Collision Reporting Center in Ontario were had to bring the electronic version of collision entry for officers to have on the Mobile Data Terminals (MDT).

BYLAW

- 420 bylaw complaints were attended in October
- 132 animal control complaints
- 42 property standards files
- 152 set of Criminal Code fingerprints
- 33 advice calls
- Parking monitors have issued 327 parking tickets in October. These officers monitor the downtown, hospital and a few other city streets with time limits. The hospital parking has been an ongoing issue and we have adapted as best as possible while trying to balance the needs and expectations of various stakeholders during these COVID 19 months.
- We recently have adopted a strategy of completing advice calls. Advice calls are calls made into dispatch that are more questions, rather than a need for officer attendance. 33 advice calls were acknowledged and handled appropriately. It is important to measure how we assist our community beyond complaints attended. The section continues to be a well versed resource for many city related matters because we make ourselves available and ready.

SUPPORT SERVICES HIGHLIGHTS

ORGANIZED CRIME SECTION (CFSEU)

In October 2020, the Organized Crime Section concluded one investigation into methamphetamine, cocaine and psilocybin in the South Alberta region. Three individuals were charged with five offences.

Seized were:

| Drugs | Amount | Value | Proceeds of Crime | Amount |
|-----------------------|--------|----------|------------------------------|--------------------|
| Methamphetamine | 1 g | \$60.00 | Cash | \$11,810.00 |
| Cocaine | 2 g | \$200.00 | | |
| Fentanyl | 0 | 0 | | |
| Psilocybin | 30 g | \$465.00 | | |
| Firearms and Property | Amount | Value | Totals | |
| | | | Cash Total Value: | \$11,810.00 |
| | | | Property Total Value: | \$0.00 |
| | | | Drug Total Value: | \$335.00 |
| | | | Total | \$12,145.00 |

In October, OCS concluded a street level investigation into 3 subjects who were very active as middle level traffickers of methamphetamine and cocaine. This group was known to get their illegal commodities from the Lethbridge area. The three accused were arrested for trafficking in Medicine Hat after a short investigation. Seized from the arrest(s) was:

1 gram meth
1 gram cocaine
31 gram of psilocybin
\$11,810 cash proceeds

The intelligence from this investigation has assisted the Lethbridge ALERT team to initiate an investigation in the Lethbridge area.

COMMUNITY SAFETY SECTION

REGIONAL PROPERTY CRIMES UNIT (RPCU)

In October, the Regional Property Crime Unit concluded investigations involving stolen property, stolen vehicles, and drugs in Medicine Hat and surrounding counties. Twenty Criminal Code charges were laid in October 2020.

| RPCU Seizures September | Value |
|--|------------------|
| Recovered Stolen Property Medicine Hat | \$65,000 |
| Recovered Stolen Property Rural | \$50,000 |
| Drugs | \$115,000 |
| Rifle and shotgun (4) | \$2,000 |
| Zip Guns (2) | \$1,000 |
| Harley Davidson MC | \$40,000 |
| RAM Truck | \$65,000 |
| Chevrolet Uplander | \$5,000 |
| TOTAL Value of Seizures | \$228,000 |

- In October, following information gathered from an investigation, RPCU members began the search of Redcliff, looking for a stolen Chevrolet Uplander van that was allegedly in the possession of a known prolific offender. After a grid search of the area the vehicle was located and seized by police when it was found parked and unattended. The vehicle was forensically processed and returned to the owner.
- RPCU concluded an investigation into a male resident of Coaldale, Alberta who was believed to be in possession of several stolen firearms. As a result of this investigation, a search warrant was executed at an address on 14 Street, Coaldale and the search resulted in the recovery of 6 firearms, 4 broken down firearms, two manufactured Zip guns, a substantial amount of ammunition, batons, brass knuckles, stolen tools and stolen license plates.
- RPCU assisted the Patrol section by taking over the investigation into a break, enter and theft, whereby a flat deck converted RAM truck worth \$65K had been stolen from a business in the light industrial area and driven through the fence. The four suspects in this case, then used the vehicle in the commission of another break and enter. The vehicle was located and covert surveillance was established. Once the vehicle came to a stop and the occupants exited the vehicle, RPCU with the assistance of MHPS Patrols, took them into custody. The stolen vehicle was recovered without further incident.

COMMUNITY SUPPORT SECTION

CALL CENTRE

The following are the Call Centre calls for service taken in October 2020

| | October |
|---|---------|
| Number of calls taken | 1170 |
| Required officer advice only | 247 |
| Required reports generated by officer | 233 |
| Deferred to online reporting | 0 |
| Routed to Patrols | 11 |
| Number of monthly sign-ins | 214 |
| Number of monthly front counter walk-ins | 446 |

COMMUNITY SUPPORT UNIT

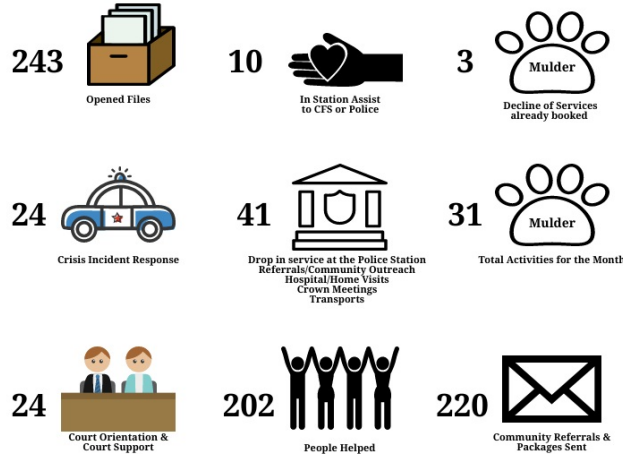
| SRO Statistics | September | October |
|--|-----------|---------|
| Violence Threat Risk Assessment | 2 | 3 |
| Informal Contacts – School Staff | 404 | 420 |
| Information Contacts – Other (Social Services) | 44 | 47 |
| Informal Contacts – Students | 891 | 1028 |
| Parent Contacts | 44 | 71 |
| In School Sanctions | 31 | 12 |
| Warnings Issued | 109 | 56 |
| Criminal Code Charge Files | 0 | 1 |
| Presentations – EPIC | 0 | 0 |
| Tickets | 0 | 3 |
| Police Reports (Non charge) | 22 | 19 |
| Presentations – School & community | 27 | 11 |
| Community Meetings | 8 | 10 |

VICTIM ASSISTANCE

- During the Covid19 lockdown, volunteers were unable to continue in their roles until the province lifted restrictions and the VAU was able to provide a safe environment for them to work. Additionally, when volunteers are absent from their positions for three months or more, they are required to engage in a refresher training to ensure they are up-to-date with current information. All volunteers attended refresher training held for a full day on October 13th and October 17th.
- Discussions continue on the Victim Navigation Program between SARC and the VAU. This program highlights the collaborative work SARC does with Victim Assistance and MHPS. The intention of the program is to provide information, support and stabilization across life areas to help survivors of sexual assault prepare to engage with the criminal justice system and to provide system advocacy, court preparation and support to help mitigate secondary trauma.

| | Age of Clients Served | | | | Client Totals |
|--------------|-----------------------|-------|-------|-----|---------------|
| | 0-11 | 12-17 | 18-64 | 65+ | |
| Oct Total | 43 | 41 | 586 | 41 | 711 |
| Female (Oct) | 36 | 36 | 359 | 10 | 441 |
| Male (Oct) | 7 | 5 | 222 | 31 | 265 |
| Female YTD | 186 | 291 | 2678 | 138 | 3293 |
| Male YTD | 79 | 82 | 1825 | 256 | 2242 |
| 2020 Total | 265 | 373 | 4566 | 394 | 5598 |

VA Services Snap Shot - October 2020 Response & Service Calls



| | October2020 | 2020 YTD |
|---------------------------|-------------|----------|
| Referral Count | 38 | 204 |
| Court Preparation | 20 | 165 |
| Court Support | 6 | 21 |
| Files Opened | 243 | 2074 |
| Files Closed | 183 | 1798 |
| Current Open Files | | 1050 |

MAJOR CRIMES SECTION (MCS)

- On October 26 and 27, members of the Edmonton Police Service Historical Crime Unit attended to Medicine Hat to arrest a 47-year-old male for a sexual assault that occurred November 1994. Members conducted surveillance on the suspect to establish his location(s) and movements. The male was arrested on an arrest warrant and DNA warrant was executed by FIU. The Bail Hearing package was completed and sent away by MCS.

FAMILY CRIME UNIT (FCU)

The FCU had nine new files for intake/investigation in the month of October 2020.

- In October, a female called police to advise that her significantly older boyfriend had physically and sexually assaulted her. The female had a severe learning disability and functioned at the level of a preteen child. Photographic evidence of her injuries were obtained and the accused will be charged with two counts of assault with a weapon.
- On October 15, 2020, CFS forwarded information concerning a 13-year-old male that disclosed he had been experiencing physical abuse at the hands of his mother for a prolonged period of time. The family had a lengthy and significant history with CFS, so a joint investigation was initiated. A child forensic interview was completed on the 13 year old, which outlined several criminal allegations. This file is still under investigation.

Sex Offender Registry Center of Alberta (SORCA)

There were 15 SORCA registries for the month of October. SORCAs are falling back into a routine and the Call-Centre staff are now processing the walk-in registrations. Sex offenders completing the initial registration and annual re-registration have the following requirements:

- Must report in person.
- Must bring two pieces of government-issued ID, at least one of which must be picture ID.
- For initial registration only, must bring the Notice of Obligation to Comply with Sex offender Information Registration Act.

Sex offenders registering an address change and/or absence notification paperwork have the following requirements:

- Must report in person.
- Must bring two pieces of government-issued ID, at least one of which must be picture ID.

Cst. Brunet continues to review all SORCA applications for quality assurance and mails them to SORCA once a month. MCS also completes all warrant applications for non-compliance.

SAFE FAMILIES INTERVENTION TEAM (SFIT)

| Domestic Related Calls | August 2020 | September 2020 | October 2020 |
|---|-------------|----------------|--------------|
| Domestic Related calls for service | 79 | 51 | 76 |
| Domestic Related Charge Files | 25 | 8 | 7 |
| Domestic Disputes | 60 | 46 | 59 |
| Domestic Dispute Charge Files | 13 | 10 | 12 |
| Total Calls | 139 | 97 | 135 |
| Total Charges | 38 | 18 | 19 |

FORENSIC IDENTIFICATION UNIT

- In October, Forensic Identification Unit (FIU) members submitted 145 forensic based reports (Forensic Report, Forensic Follow Up, Case summary, Follow-Up) on various files. These included attending 29 scenes and processing 51 exhibits for latent impressions and DNA.

Of note:

- FIU members assisted the drug unit and Patrols on 8 occasions providing photographs and processing of all drug exhibits.
- FIU members completed 77 video and image requests, which typically originated from theft, frauds, shoplifting and vehicle entry files.
- FIU members completed 13 DNA orders and one DNA Warrant (assist EPS).
- FIU photographed 13 persons associated to SORCA registrations.
- FIU members completed two photo line-ups; one photo line-up was at the request of Taber Police Service.
- Sgt. Fishley completed the development, printing and submission of 24 photo booklets and 3 disclosure DVD's that were required for upcoming criminal trials.

An approximate break down of the FIU files not mentioned above are as follows:

- Aggravated Assault (1)
- Assault with Weapon (2)

- Sexual Assault (1)
- Robbery (2)
- Arson (1)
- Assault (11)
- Domestic Assault (1)
- Utter Threats (2)
- Break and Enters (20)
- Sudden Death (10)
- Suicide (1)
- CDSA (8)
- Fraud (10)
- Theft Under/Over \$5000 (13)
- Recovered Stolen MV (3)
- Theft of MV (1)
- Mischief (9)
- Breach of Release Conditions (1)
- MVC H/R (4)
- Assist Other Agency (1)
- Assist Public (4)
- Possess Counterfeit Money (1)
- Possess Stolen Property (2)
- Provincial Offences (1)
- In October 2020, FIU members attended 1 suicide and 10 sudden deaths

BYLAW NO. 4649

A BYLAW OF THE CITY OF MEDICINE HAT to amend Bylaw No. 3472, being the Escort Service Bylaw.

WHEREAS Council considers it advisable to amend the fees under Bylaw No. 3472.

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

1. Bylaw No. 3472, as amended, is hereby further amended.
2. Schedule "A" is repealed and replaced with Schedule "A" attached to this Bylaw.
3. This Bylaw will come into force on January 1, 2021.

READ A FIRST TIME in open Council on_____.

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 – A. CRUICKSHANK

**SCHEDULE "A" TO BYLAW NO. 3472
AS AMENDED BY BYLAW NO. 4649**

| | Effective January 1, 2021 | Effective January 1, 2022 |
|--|--|--|
| 1. Escort License | | |
| Resident Person | \$229.50 | \$243.25 |
| Non-Resident Person | \$304.00 | \$322.25 |
| 2. Agency License | | |
| Resident | \$4,704.25 | \$4,986.50 |
| Non-Resident | \$5,564.80 | \$4,898.70 <u>\$5,898.70</u> |
| 3. Independent Agency | | |
| Resident | \$2,868.40 | \$3,040.50 |
| Non-Resident | \$3,969.95 | \$4,208.15 |
| 4. Transfer Fee | \$133.10 | \$141.10 |
| Photocopy or Printing (per page - 11 x 17 or less) (Plus GST) | \$5.70 | \$6.05 |
| Photocopy or Printing (per page - larger than 11 x 17) (Plus GST) | \$34.45 | \$36.50 |

SURCHARGE

1. The E-Permit surcharge of 5% **will be added** to all fees contained in this Schedule.

GENERAL NOTES

1. Applicants who dispute a fee may request a review by the General Manager of Planning and Development Services. The decision of the General Manager may be appealed to the Chief Administrative Officer (CAO). The decision of the CAO will be final and binding.
2. All fees listed above are GST exempt except where specifically noted.

**EXCERPT
DEVELOPMENT & INFRASTRUCTURE COMMITTEE
MEETING MINUTES**

WEDNESDAY, November 4, 2020

City Hall, Boardroom 2-1

3:30 P.M.

PRESENT: Councillor J. Turner, Vice-Chair
Councillor J. McIntosh

ALSO PRESENT: R. Nicolay, Chief Administrative Officer
S. Schwartzenberger, Commissioner of Development & Infrastructure
D. Brown, General Manager, Municipal Works
K. Snyder, General Manager, Planning & Development Services
B. Bullock, Acting City Solicitor
T. Petryshyn, Communications Officer, Corporate Communications
(*attended via telephone*)
A. Tully, Executive Assistant

NOT PRESENT: Councillor R. Dumanowski, Chair

1. Planning & Development Services 2021-2022 Fees and Charges

[APPENDIX A]

Commissioner Schwartzenberger introduced the item, proposing to add 6% to current fees in both 2021 and 2022, in an effort to move the department closer to a sustainable cost recovery model. Highlighted was the cost comparisons done with other municipalities, resulting in the City's fees most often being the lowest. He further noted that following discussions with builders, the planning and development fees do not appear to be a major factor with proceeding with a project, as fees typically account for only 1% of a project total cost.

Discussion included that increased fees and charges collected will offset the taxpayer subsidy, as currently the department only recovers approximately 60% of the costs associated to the operation of the department.

Following discussion, the Development & Infrastructure Committee recommends **THAT CITY COUNCIL AMEND ONLY THE FEES AND CHARGES CONTAINED IN THE FOLLOWING BYLAWS AND RESOLUTIONS:**

- a) **SCHEDULE "A" TO BYLAW NO. 4647 AMUSEMENT ARCADE AND BILLIARD ROOM;**
- b) **SCHEDULE "A" TO BYLAW NO. 4649 ESCORT SERVICE;**
- c) **SCHEDULE "A" and "B" TO BYLAW NO. 4648 LICENSING;**
- d) **SCHEDULE "A" TO BYLAW NO. 4646 SAFETY CODES PERMIT;**
- e) **SCHEDULE "A" and "B" TO BYLAW NO. 4655 VEHICLE FOR HIRE;**
- f) **FEES AS SPECIFIED IN RESOLUTION FOR DEVELOPMENT SERVICES AND ENCROACHMENT FEES; AND,**
- g) **FEES AS SPECIFIED IN RESOLUTION FOR SUBDIVISION FEES.**

ADOPTION

BRIEFING NOTE

DECISION

PLANNING & DEVELOPMENT SERVICES
2021-2022 FEES AND CHARGES

OCTOBER 28, 2020

ISSUE:

Planning & Development Services (P&DS) 2021 and 2022 fees and charges.

RECOMMENDATION:

It is recommended through the Administrative Committee and the Development & Infrastructure Committee that City Council amend only the fees and charges contained in the following Bylaws and Resolutions:

- a) Schedule "A" to Bylaw No. 4647 Amusement Arcade and Billiard Room;
- b) Schedule "A" to Bylaw No. 4649 Escort Service;
- c) Schedules "A" and "B" to Bylaw No. 4648 Licensing;
- d) Schedule "A" to Bylaw No. 4646 Safety Codes Permit;
- e) Schedules "A" and "B" to Bylaw No. 4655 Vehicle For Hire;
- f) Fees as specified in Resolution for Development Services and Encroachment Fees; and,
- g) Fees as specified in Resolution for Subdivision Fees.

COUNCIL STRATEGIC PRIORITY:

Fiscal Responsibility

The fees and charges collected offset the taxpayer subsidy to the operation of the P&DS department. The amount of fees collected is directly related to local market and economic conditions.

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

N/A

Financial Impact:

| | | |
|------------------------|-----|---|
| Funding Request: | No | |
| Budgeted Item: | Yes | Funding Source: P&DS operations are funded by fees and charges (approximately 60%) and municipal taxes (approximately 40%). |
| Funding Explanation: | N/A | |
| Budget Amendment Form? | No | |

Over the last five years, there has been a concerted effort to increase fees for services to a point where the approval and inspection operations of P&DS attains cost recovery. The proposed increase of 6% in 2021 and a further 6% in 2022 is intended to move the department closer to a sustainable cost recovery model. Currently, the department recovers through fees approximately 60% of the costs associated with providing review, approval and inspection services. The estimated additional revenue resulting from the proposed increase is approximately \$96,000 in 2021 and \$102,000 in 2022.

This revenue increase is already reflected in P&DS 2021 and 2022 revenue budgets.

Legal / Policy Impact:

N/A

Public Implications:

Due to the minimal proposed increase and COVID-19, stakeholder engagement was not conducted.

BACKGROUND:

Planning and development fees typically account for up to 1% of a project total cost. Therefore, fees do not appear to be a major factor in the decision to proceed with any given project. This suggests that there is less significance in comparisons with other municipal charges. Conversely, an efficient, effective and reliable application review system seems to be much more important to applicants based on feedback from industry.

P&DS has made a priority in recent years of providing customer service enhancements by identifying and executing on streamlining the approval process and enhancing the customer experience. Recent Land Use Bylaw amendments have resulted in tangible reductions in the number of permits required for development and significant streamlining the number of steps in the review process. Additionally, the introduction of ePermitting has added options for applicants to conduct business with the department remotely rather than in-person at City Hall.

Application fees are typically transactional in nature, where the applicant paying the fee is the primary beneficiary of the service provided. This makes a stronger case for seeking greater cost recovery for the service and less subsidy of the service through general tax support.

In previous years, P&DS considered fee increases based on a comparison of six municipalities in Alberta. This type of comparison proved to be difficult as municipalities have different fee categories and methodologies for determining fees. Therefore, using this method for informing fee increases is not an accurate comparison due to significant differences in fee structures between the six communities. The recent approach to P&DS fee review has been to move toward increasing revenue to assist in achieving cost recovery. Nevertheless, a quick scan of four comparable Alberta municipalities' fees was completed for eight common permits and licenses. Of the eight permits and licenses reviewed all but one of the City of Medicine Hat's (CMH) fees were below the four-city average. Of the fees scanned, the CMH's fees were 2% to 30% lower than the four-city average. None of the CMH's fees are the highest in any category compared to the scanned municipalities.

The proposed 6% increase to the P&DS fees and charges for 2021 and 6% in 2022 is in alignment with the 2021 Financially Fit Initiative budget plan.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

- Option 1: Keep all the fees and charges at the 2020 rates. This approach may be appealing to the development industry. This option is not recommended as it is not consistent with the City's Financially Fit Initiative, and the City's fees are a very small component of the total development/project cost, and thus do not meaningfully impact the viability of projects.
- Option 2: Increase fees by 10% in 2021 and 2% in 2022 to make quicker gains to the ultimate goal of achieving cost recovery. This option is not recommended as there may be a perceived negative impact of a substantial increase during the economic recovery.
- Option 3: Increase fees by 1% to 2% each year to consider inflationary pressures. This option is not recommended as it does not meaningfully assist the City in achieving a cost recovery approach.

IMPLEMENTATION PLAN:

Subject to City Council approval, the fees and charges for 2021 will come into effect January 1, 2021 and the fees and charges for 2022 will come into effect January 1, 2022.

| | | |
|--------------------------------|--|------------------|
| PREPARED BY & DATE: | Kent Snyder, General Manager - Planning & Development Services | October 26, 2020 |
| REVIEWED BY & DATE: | Trevor Regehr, Municipal Accountant - Finance | |
| APPROVED BY & DATE: | Stan Schwartzenberger, Commissioner of Development & Infrastructure | |
| ATTACHMENTS: | | |

BYLAW NO. 4656

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 Schedule “A” to this Bylaw and legally described as Lot 8, Block 5, Plan 751 0086 (hereinafter referred to as the “subject lands”) is presently designated as Low Density Residential District (R-LD);

AND WHEREAS an application has been made to re-designate the subject lands as Medium Density Residential District (R-MD) 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 Land Use Bylaw amendments, 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 the January 4, 2021 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 4656.
2. Bylaw No. 4168, being the City of Medicine Hat Land Use Bylaw, is hereby amended by re-designating the subject lands as Medium Density Residential District (R-MD) as shown in Schedule “A”.
3. This Bylaw comes into force on the date it is passed.

READ A FIRST TIME in open Council on _____.

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

Schedule "A"

Schedule "A" – Bylaw No. 4656



LAND USE BYLAW AMENDMENT

BYLAW NO. 4656.

SUBJECT LAND: LOT 8; BLOCK 5; PLAN 751 0086

1953 9 Ave NE

R-LD (Low Density Residential)

To

R-MD (Medium Density Residential)

**EXCERPT FROM MINUTES OF THE MUNICIPAL PLANNING COMMISSION
MEETING HELD ON WEDNESDAY, NOVEMBER 25, 2020
AT 2:30 P.M. IN CITY HALL, BOARDROOM 2-1**

MEMBERS PRESENT: Chair, Councillor B. Varga
Vice-Chair, Councillor D. Hirsch (*attended via telephone*)
F. Devine
G. Johnson (*attended via telephone*)
K. Murdock (*attended via telephone*)
L. Thompson (*attended via telephone*)

MEMBERS ABSENT: P. Vanderham

STAFF PRESENT: I. Ahmed, Manager of Development Services – P&DS (*attended via telephone*)
K. Friesen, Administrative Support – P&DS
B. Irwin, Planning Officer – P&DS (*attended via telephone*)
E. Onoferychuk, Superintendent of Planning Implementation – P&DS (*attended via telephone*)
K. Snyder, General Manager – P&DS

4. LAND USE BYLAW AMENDMENT(S)

4.1 BYLAW NO. 4656 – TO REZONE 1953 – 9 AVENUE NE FROM LOW DENSITY RESIDENTIAL (R-LD) TO MEDIUM DENSITY RESIDENTIAL (R-MD).

Moved by F. Devine, seconded by K. Murdock

IT IS RECOMMENDED THROUGH THE MUNICIPAL PLANNING COMMISSION THAT CITY COUNCIL APPROVE BYLAW NO. 4656 – TO REZONE 1953 – 9 AVENUE NE FROM LOW DENSITY RESIDENTIAL (R-LD) TO MEDIUM DENSITY RESIDENTIAL (R-MD).

CARRIED

ISSUE:

This is a staff initiated amendment to Land Use Bylaw (LUB) No. 4168 to re-designate 1953 - 9 Avenue NE from Low Density Residential (R-LD) to Medium Density Residential (R-MD).

RECOMMENDATION:

It is recommended through the Municipal Planning Commission that City Council approve Bylaw No. 4656 to rezone the subject site to R-MD.

COUNCIL STRATEGIC PRIORITY:

Economic Vitality

The LUB amendment is being proposed to support the rezoning of an existing fourplex from R-LD to R-MD to allow the property owner to receive financing from a bank. The proposal aligns with City Council’s desire to implement systematic approaches to be “investment-ready” and “open for business” including, more effective internal City processes and practices and to prioritize mature neighbourhoods by supporting renewed investment and a variety of housing options.

KEY RISKS:

Health, Safety and Environmental Impact:

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

Financial Impact:

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

Legal / Policy Impact:

2020 Municipal Development Plan (MDP)

The subject site is located within the North East Residential Sector of the 2020 MDP and is classified as a Suburban typology. The site is generally aligned with the 2020 MDP for the land uses identified under Suburban within the Urban Transect.

Where We Grow - Guiding Policies (pg. 33)

- 2. *The organization of land uses within the neighbourhood should be determined by both function and intensity, with:*
 - b. *medium density or high density residential located on the perimeter of the neighborhood along major roads*
- 5. *Neighbourhoods should include a variety of housing types and designs that support:*
 - a. *Shifting demographics and family structures,*
 - b. *All ages and abilities, specifically with adequate provision for accessible and visitable housing; and*
 - c. *A variety of income levels and ownership structures*

Land Use Bylaw No. 4168

Under the current LUB, a multiple unit residential development in an R-LD is neither a Permitted nor Discretionary Use. If rezoned to R-MD, the development generally aligns with the requirements of the LUB:

- The setbacks of the existing structure meet the minimum required setbacks;
- The site area of the subject site is 805m²; the minimum required is 810m²;
- The site width of the subject site is 19.8m; the minimum required is 21.0m; and,
- The minimum required parking stalls is 4; the existing development currently provides 4 or more.

The site area and site width are slightly below the requirements under LUB No. 4168. However, considering the age of the structure these would be considered legal non-conforming and within tolerance of today's requirements.

Public Implications:

A Public Hearing is required to provide for public input on the proposed amendment.

BACKGROUND

The intent of this staff initiated rezoning is to allow the existing structure on the subject site (see Figure 1) to comply with the current LUB. The subject site was originally designated as R-2 (Low Density Residential District) under the previous LUB No. 3181, in which a fourplex was considered a Discretionary Use. The site was rezoned during the adoption of LUB No. 4168 by City Council in August 2013. This would now result as a "legal non-conforming" land use for this property if a compliance certificate was requested. The owner has requested that the zoning of this fourplex be changed to R-MD to be aligned with other fourplexes in the immediate area.

Figure 1 - Subject Site



Under the property's current zoning of R-LD, multiple unit residential developments (fourplexes) are neither a Permitted nor Discretionary Use. If the proposed rezoning is approved, the existing structure would be compliant with the LUB since multiple unit residential developments are a Permitted Use in the R-MD district.

The property owner cannot acquire financing for their fourplex property due to its current R-LD zoning. Current lending guidelines in Canada do not allow Canada Mortgage and Housing Corporation (CMHC) (or other mortgage insurance companies) to insure financing for revenue properties that are non-conforming.

With the current R-LD zoning resulting in a "legal non-conforming" use, if there was a fire or any major issue in the fourplex, the current zoning would not allow another fourplex to be built, which is considered high risk to lenders. The owner is not able to find a lender to approve any financing to refinance this property due to its non-conforming status.

This property had been reviewed during a Compliance Certificate request in August 2013, and it had been noted on the file that at a future date the zoning would be corrected to R-MD.

Staff are under the opinion that the zoning to R-LD was done inadvertently, and the correct zoning for this site should be R-MD.

Re-designating this site to an R-MD district is appropriate and will cause no impacts to adjacent properties. The zoning of this property was intended to be corrected as noted during a compliance request in August of 2013.

OPTIONS CONSIDERED & POTENTIAL IMPLICATIONS:

- **Option 1:** Do not rezone the land and allow the existing development to remain as a non-conforming building in the R-LD district. This option is not recommended as it would not allow construction of a new multiple unit residential development on this property if the existing was damaged, which does not align with the MDP. Additionally, it creates difficulties for the current owner to receive loans, or property insurance, which goes against Council's Strategic Priority of Economic Vitality.
- **Option 2:** Rezone the land to a Direct Control (DC) District so that Council has control over the current and future development of this land. This option is not recommended as the subject site can be adequately managed within the existing LUB regulations.

IMPLEMENTATION PLAN:

Subject to City Council approval, the rezoning of the subject site will allow for compliance and the approval of DPs for multiple unit residential developments in the future.

| | | |
|--------------------------------|--|-------------------|
| PREPARED BY & DATE: | Brad Irwin, Planning Officer – Planning & Development Services | November 18, 2020 |
| REVIEWED BY & DATE: | Erin Onoferychuk , Superintendent of Planning Implementation – Planning & Development Service | |
| | Imran Ahmed, Manager of Development Services – Planning & Development Services | |
| APPROVED BY & DATE: | Kent Snyder, General Manager, Planning & Development Services | |
| ATTACHMENTS: | None | |

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