

Date: June 28, 2022 10:00am

Attendees: Perry Neufeld, Bridget Mearns, Ivan Aguilar, Bud Hogeweide, Byron Buzunis, Bryce Dudley, Janet Gutsell and Lisa Sutherland

Meeting #6 – Document Review

Bylaw Review

- Removed Benefit
- Any definitions that exist in the MGA, use that definition
- Undeveloped Land
 - Green field
 - Only ever been farmed
 - Eldorado
 - Servicing is almost impossible to connect to
 - Doesn't draw on services
 - Broadcast Business Park
 - Services are available near by
 - Gave a credit for the existing building
 - Remaining land was essentially greenfield and hadn't previously paid levies
 - Mountain Minerals
 - Has building, some services
 - Bigger in scale than the legacy lot
 - Subdivision of a legacy lot in the middle of the City
 - Services are in place, no service upgrades are required
 - If you pay offsite levies, is the levy responsible to get services to the site?
 - Do we need language around "redevelopment"?
 - Do we need to consider only charging certain elements if servicing one type is impossible (i.e. sewer for Eldorado)?
 - Would a decision tree be better than a definition?
 - Byron will take this away and look into how better to describe it. We need to make sure if we define it in the Methodology document, how do we give that status in the Bylaw?
- Need to clarify what authority the Methodology document has
- Look at the assessment formula
 - Write out AR – arterial road
- Make sure all the appendix labels are referencing the correct appendix
- We don't use the total remain Ha of developable land in the rate calculation
- Clean up the reference list
- Project list
 - Project name
 - Project Description

- Component costs (storm, sanitary, water, road)
- Total cost
- Year
- Subtotal each component
- Will include all projects but only projects approved by the CIP are certain, add a disclaimer that only the CIP projects are approved
- MGA – Municipalities need to include all the projects that are offsite levy funded so that industry understands what projects are included in the levy.
 - Separate into two years
 - CIP approved
 - Proposed, timing based on growth
 - Amendments to the CIP superseded this list
 - Disclaimer, these are used to establish the OSL costs by may be modified by the CIP process

Methodology Document

- School sites are already exempt from the Offsite levy
- School site landscaping will be discussed in the Phase II review
 - Rec definition in the MGA is a building
- 2.a. Add Infrastructure Master Plans and Council approved levels of service
- Objective 3. To create a transparent project – make sure that project management, value engineering, partnering is included in the project process to achieve good value in the utilization of levy funds in line with the COL procurement policies and processes.
 - Look at how we describe if the project is developer driven (or if this is covered in a different section)
- Does W&WW transfer money into the OSL for services past the City Boundary?? In lieu of offsite levies? If this happens, write something into the levy describing this
- Oversize credit table – it's proprietary information so we will share with consultants but don't want to make it public
- Calculation of Offsite Credits – e. Approval is by the City (UC manager), approval only for higher costs
- Define a consistent administration and engineering costs
 - Administration fee will be added based on the complexity of the work and the unique characteristics of the project.
 - Engineering fees relook at the %
 - Define what we get when we pay administration fee
- Janet - Get details on how the value of undeveloped land is calculated and share with BILD
 - Look at setting the rate every year with BILD at the spring meeting
- 9. Need to reword – intention of the statement is that the developer can construct the underground by November 1.
- Airport annexation task force will look at how to service land in the area and the costs of that area compared to the rest of the City

Next meeting:

- Staff will go and update the document and send it out to Industry and City Solicitor
- Set up meeting with BILD for August 9
- Rewrite first section of Methodology Document