

LAC LA BICHE COUNTY

**ENDEAVOUR TO ASSIST
STRATEGIC SESSION**

DATE: October 9, 2014
TIME: 10:00 a.m.
PLACE: Council Chambers
County Centre Office

AGENDA

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. DELEGATIONS
 - 3.1 10:00 a.m. Urban Systems, Brian McCosh & Golnaz Azimi – Planning Cost Recovery.
4. DISPOSITION OF DELEGATIONS
 - 4.1 Urban Systems
5. NEW BUSINESS
(if any)
6. IN CAMERA SESSION
(if any)
7. ADJOURNMENT

**LAC LA BICHE COUNTY
ENDEAVOUR TO ASSIST
STRATEGIC SESSION**

COUNTY CENTRE, LAC LA BICHE

October 9, 2014 – 10:00 a.m.

Minutes of the Lac La Biche County Strategic Session held on October 9, 2014 at 10:00 a.m.

CALL TO ORDER Mayor Moghrabi called the meeting to order at 10:07 a.m.

PRESENT

Omer Moghrabi	Mayor
Wanda Austin	Councillor
David Phillips	Councillor
MJ Siebold	Councillor
Tim Thompson	Councillor
Hajar (Jerry) Haymour	Councillor (entered at 10:31 a.m.)
John Nowak	Councillor (entered at 10:08 a.m.)

**STAFF IN
ATTENDANCE**

Shadia Amblie	Interim Chief Administrative Officer/ Manager, Communications
Melanie McConnell	Interim Assistant Chief Administrative Officer/Manager, Legislative Services
Jeff Lawrence	General Manager, Operations
Karen Gingras	Interim Manager, Planning & Economic Development
Joanne Onciul	Legislative Services Coordinator

REGRETS

Robert Richard	Councillor / Deputy Mayor
Richard Olson	Councillor

ADOPTION OF AGENDA

SS.14.025	Motion by Councillor Siebold to approve the October 9, 2014 Strategic Session agenda as presented.
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CARRIED UNANIMOUSLY

DELEGATIONS

- 3.1 Urban Systems, Brian McCosh & Golnaz Azimi – Planning Cost Recovery.

Karen Gingras, Interim Manager, Planning & Economic Development introduced Brian McCosh and Golnaz Azimi from Urban Systems.

Councillor Nowak entered Council Chambers at 10:08 a.m.

Ms. Azimi provided an overview of Urban Systems' presentation highlighting the Cost Recovery Options available to the County. Ms. Azimi presented a PowerPoint presentation as attached to and forming part of these minutes.

Councillor Haymour entered Council Chambers at 10:31 a.m.

Discussion ensued regarding cost recovery methods including Endeavours to Assist and Offsite Levies.

Councillor Phillips left Council Chambers at 10:57 a.m.

Councillor Phillips returned to Council Chambers at 10:57 a.m.

RECESS

Mayor Moghrabi called a recess at 11:00 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:08 a.m. with all those Members of Council previously listed in attendance.

DELEGATIONS

- 3.1 Urban Systems, Brian McCosh & Golnaz Azimi – Planning Cost Recovery (continued).

Discussion ensued regarding the implementation and development of cost recovery methods and what the County's next steps are.

Shadia Amblie, Interim Chief Administrative Officer thanked the delegation for their presentation.

DISPOSITION OF DELEGATIONS

- 4.1 Urban Systems, Brian McCosh & Golnaz Azimi – Planning Cost Recovery.

No action required.

ADJOURNMENT

SS.14.026 Motion by Councillor Siebold to adjourn the Strategic Session of October 9, 2014 at 11:59 a.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Interim Chief Administrative Officer**

ADOPTED

LAC LA BICHE COUNTY COST RECOVERY 101

Urban Systems Ltd.

October 9, 2014

Overview of the Meeting

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Today we are going to discuss:

- Development Costs and Offsite Infrastructure
- Cost Recovery Methods and Implementation
- Considerations
- Questions and Discussions

Development and Cost Sharing

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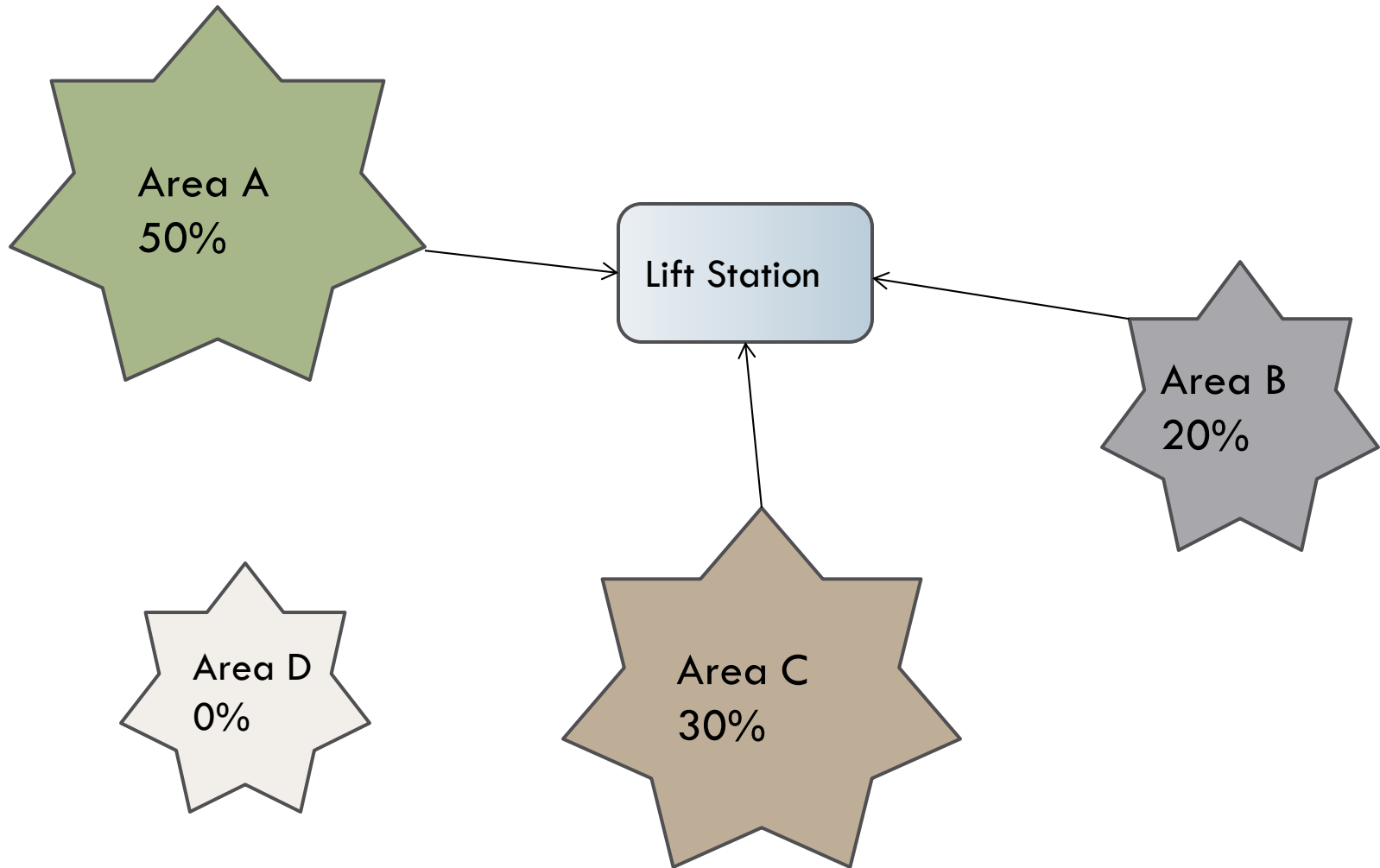


Development Costs

- Infrastructure costs directly related to the Development are the responsibility of the Developer:
 - New infrastructure in the Development Area
 - Upsizing or new offsite Infrastructure
- Costs include design and construction
- The County will be responsible for operation and maintenance

Offsite Infrastructure - Example

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Offsite Infrastructure

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- There are two options to pay for the lift station:
 - The County will pay for it upfront and charge the developers through **Off-Site Levies**
 - The first developer will upfront the total cost of it and will get reimbursed when future benefiting areas are developed (**Endeavour to Assist**)

Off-Site Levies

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- ❑ Capital Cost Recovery Tool
- ❑ Section 648, 650 and 655 of the MGA
- ❑ Off-site levies may be used only to pay for all or part of the capital cost of new or expanded infrastructure
- ❑ Water, Sanitary, Storm, Transportation and Land
- ❑ County will develop and pass the Off-Site Levy bylaw

Off-Site Levies - Process

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- Growth/Development Plan for the County
- Identify
 - ▣ objective of the levy (water, sanitary, transportation...)
 - ▣ infrastructure requirements for development
 - ▣ benefitting area
- Developers charged at the time of development
- Payment can be a condition of Subdivision (through Development Agreement) or Development Permit

Endeavour to Assist

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- ❑ Capital Cost Recovery Tool
- ❑ Section 651 of the Municipal Government Act (MGA)
- ❑ Enables the Municipality to Facilitate Infrastructure Capacity for Future Developments
- ❑ A Legal Document / Agreement
- ❑ Implemented at the Subdivision Approval or Development Permit Stage
- ❑ In addition to infrastructure required for their development, the Developer pays for upsizing (excess capacity beyond their needs)
- ❑ Municipality will 'endeavour to assist' the Developer in getting reimbursed (initial investment plus interest) when Future Development Occurs

Endeavour to Assist - Process

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- ❑ Identify the infrastructure/facilities needing oversizing
- ❑ Identify the benefitting areas
- ❑ Determine “Excess Capacity” – more than what the developer needs to service their land
- ❑ Enter into an Agreement – repayment period, interest rate
- ❑ Municipality will require payment by subsequent developers in benefitting areas at Subdivision or Development Permit
- ❑ The initial Developer will get paid if development occurs

Considerations

- Endeavour to Assist and Off-Site Levies are tools for municipal capital cost recovery
- Municipality can use both methods at the same time
- Avoid “one size fits all” approach
- Develop a clear methodology for calculation of excess capacity, costs and benefitting areas (Growth plans, Master Servicing Plans)

Considerations

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- Use professional assistance
- Update periodically
- Be Consistent – Methodology is consistent across the municipality while recognizing the variation between infrastructure types and needs
- Be Transparent – Make all the referencing and supporting documents available

Considerations

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- Communicate and Engage
 - Council
 - Development Community
 - Administration

Selecting a Method

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- Be mindful of “Risks” associated with each
 - ▣ Balance between financial risk and encouraging development and investment
 - ▣ Fairness
 - ▣ Benefit to Community
 - ▣ Responsible allocation of municipality’s revenue (taxes)

- **Council Support and Direction is necessary for selecting the tool and implementing it successfully**

What's Next?

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