

Regular Council Meeting Tuesday, April 26, 2016 – 6:00 P.M. Council Chambers – City Hall

6:00 P.M. 1. Call to Order

2. Approval of Minutes of April 12, 2016 Regular Council Meeting

(attachment)

Mayor Katchur

3. Delegations

Those individuals in attendance at the meeting will be provided with an opportunity to address Council regarding an item on the agenda, with the exception of those items for which a Public Hearing is required or has been held. Each individual will be allowed a maximum of five (5) minutes.

4. Public Hearing

Open Public Hearing

Mayor Katchur

4.1 Bylaw C4-16 – Amend Land Use Bylaw C10-13 – Downtown Districts Zoning

Janel Smith-Duguid (verbal)

Close Public Hearing

Mayor Katchur

5 Business Arising from Public Hearing

5.1 Bylaw C4-16 – Amend Land Use Bylaw C10-13 – Downtown Districts Zoning – 2nd & 3rd reading

Janel Smith-Duguid (attachment)

6. Business Arising from February 23, 2016 Public Hearing

6.1 Bylaw C3-16 – Amend Land Use Bylaw C10-13 – Redistrict a Portion of Lot 1, Block 8, Plan 0324058, a Portion of Lot 2, Block 8, Plan 0324059, Lot 1, Block 1, Plan 0820100, and a Portion of SW ½ 2-55-22 W4M from IR - Industrial Reserve District to IL - Light Industrial District – Fort Industrial Estates – Stage 3 – 2nd & 3rd reading

Matthew Siddons (attachment)

7. Unfinished Business

7.1 High Performance Sports Field - Approval to Construct

Grant Schaffer (attachment)

7.2 Transit Task Force Report

Richard Gagnon / Chad Paddick (attachment)

8. New Business

8.1 2015 Audited Consolidated Financial Statements

Susan Morrissey / John Stelter, KPMG LLP (attachment) 8.2 Pool Options for 2017 Plebiscite

Barb Shuman (attachment)

- 9. Bylaws
 - 9.1 Bylaw C8-16 2016 Property Tax Bylaw 3 readings

Shannon Andruchow (attachment)

- 10. Notice of Motion
- 11. Points of Interest
- 12. Councillor Inquiries
- 13. Adjournment

In accordance with Section 199 of the *Municipal Government Act*, notice is hereby given that telephone conferencing will be used to connect a member of Council from a remote location.



Tuesday, April 12, 2016 - 6:00 PM Council Chambers - City Hall

Present:

Members of Council:
Mayor Gale Katchur
Councillor Birgit Blizzard
Councillor Sheldon Bossert
Councillor Frank Garritsen
Councillor Stew Hennig
Councillor Arjun Randhawa
Councillor Ed Sperling

Administration:

Troy Fleming, Acting City Manager
Brenda Rauckman, General Manager, Corporate & Protective Services
Brenda Molter, Director, Legislative Services
Wendy Kinsella, Director, Corporate Communications
Janel Smith-Duguid, Director, Planning & Development
Barb Shuman, Director, Recreation
Robert Stephenson, Senior Legislative Officer
Reade Beaudoin, Digital Media Coordinator
Sheryl Exley, Legislative Officer
Barb Aitken, Recording Secretary

1. Call to Order

Mayor Katchur called the regular Council Meeting of April 12, 2016 to order at 6:00 p.m.

2. Approval of Minutes of March 22, 2016 Regular Council Meeting.

R46-16 MOVED BY Councillor Hennig that the minutes of the March 22, 2016 regular Council Meeting be adopted as presented.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

3. Delegations

None.

4. Presentations

4.1 Information on Matters of Public Interest

Pastor Bill Olsen of Life Church was in attendance to make a presentation on items and issues that are faced by the community on a weekly basis, and to offer leadership solutions, which could add value to Fort Saskatchewan and its leaders.

Mayor Katchur thanked Pastor Olsen for his presentation.

5. Unfinished Business

5.1 Habitat for Humanity Site Selection Process

Presented by: Troy Fleming, General Manager, Infrastructure & Community Services

Councillor Sperling declared a "conflict of interest" regarding Agenda item 5.1 – Habitat for Humanity Site Selection Process as his employer, ATB Financial, manages the Move-up Program funding. Councillor Sperling left the Council Chambers at 6:15 p.m.

R47-16

MOVED BY Councillor Garritsen that Council provide the balance of the Provincial Affordable Housing Grant (\$692,903 as of January 2016) to Habitat for Humanity for the purpose of purchasing land within the City of Fort Saskatchewan in order to construct 8 duplex lots (16 total units) for the Habitat for Humanity Program.

In Favour: Gale Katchur, Frank Garritsen, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert

Against: Stew Hennig

Abstained: Ed Sperling

CARRIED

Councillor Sperling re-entered the Council Chambers at 6:45 p.m.

Mayor Katchur called a short recess at 6:45 p.m.

The regular Council Meeting reconvened at 6:48 p.m.

5.2 Bylaw C5-16 - Amend Fees & Charges Bylaw C23-15 - Planning & Development and Facility Rental Fees – 3rd reading

Presented by: Brenda Molter, Director, Legislative Services

R48-16

MOVED BY Councillor Blizzard that Council give third reading to Bylaw C5-16, which amends Fees and Charges Bylaw C23-15.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig,

Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

6. New Business

6.1 Aquatic Services Plebiscite

Presented by Barb Shuman, Director, Recreation

R49-16 MOVED BY Councillor Sperling that Council direct Administration to hold the Plebiscite during the 2017 Municipal Election.

In Favour: Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert,

Ed Sperling

Against: Gale Katchur, Frank Garritsen

CARRIED

6.2 Fort Saskatchewan Policing Committee Appointments

Presented by Brenda Molter, Director, Legislative Services

R50-16 MOVED BY Councillor Bossert that Council approve the appointment of Mike LeBlanc to the Fort Saskatchewan Policing Committee for the balance of a three-year term commencing April 13, 2016 and expiring on December 31, 2017.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

R51-16 MOVED BY Councillor Bossert that Council approve the appointment of Perry Brooks to the Fort Saskatchewan Policing Committee for the balance of a three-year term

commencing May 2, 2016 and expiring on December 31, 2018.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

7. Bylaws

7.1 Bylaw C4-16 - Amend Land Use Bylaw C10-13 – Downtown Specific Regulations - 1st reading

Presented by: Janel Smith-Duguid, Director, Planning & Development

R52-16 MOVED BY Councillor Garritsen that Council give first reading to Bylaw C4-16 to amend Land Use Bylaw C10-13 for the purpose of creating downtown specific

regulations.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

7.2 Bylaw C6-16 - Council Code of Conduct - 3 readings

Presented by Robert Stephenson, Senior Legislative Officer

R53-16 MOVED BY Councillor Garritsen that Council give first reading to Council Code of

Conduct Bylaw C6-16.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

R54-16 MOVED BY Councillor Hennig that Bylaw C6-16 be amended to include a definition for

Council in the Bylaw.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

R55-16 MOVED BY Councillor Garritsen that Council give second reading to Council Code of

Conduct Bylaw C6-16, as amended.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

R56-16 MOVED BY Councillor Garritsen that Council provide unanimous consent to proceed

with third and final reading of Council Code of Conduct Bylaw C6-16.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

R57-16 MOVED BY Councillor Garritsen that Council give third reading to Council Code of

Conduct Bylaw C6-16.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa,

Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

Mayor Katchur called a short recess at 7:48 p.m.

The regular Council Meeting reconvened at 7:54 p.m.

8. Notice of Motion

8.1 Harbour Pool Swimming Lesson Registration

R58-16

MOVED BY Councillor Randhawa that Council direct Administration to bring back a report by June 1, 2016 with policy proposals outlining the possibility of aiding in aquatic program subscription issues by looking at an advance registration period for residents.

In Favour: Stew Hennig, Arjun Randhawa, Birgit Blizzard, Ed Sperling

Against: Gale Katchur, Frank Garritsen, Sheldon Bossert

CARRIED

8.2 2017 Employee Position Allocations

R5916

MOVED BY Councillor Sperling that Council implement a hiring freeze at the City of Fort Saskatchewan due to the current economic conditions within Alberta. All positions are to be managed within the City's current position allocations and salary budgets, and further that the hiring freeze be reviewed after December 31, 2017.

In Favour: Stew Hennig, Arjun Randhawa, Ed Sperling

Against: Gale Katchur, Frank Garritsen, Birgit Blizzard, Sheldon Bossert

DEFEATED

9. Points of Interest

Members of Council were given the opportunity to bring forward information that would be of interest to the public.

10. Councillor Inquiries

Members of Council were given the opportunity to ask questions and provide concerns and comments.

11. Adjournment

The regular Council Meeting of April 12, 2016 adjourned at 8:57 p.m.

Mayor		

CITY OF FORT SASKATCHEWAN

Bylaw C4-16 to Amend Land Use Bylaw C10-13

Motions:

- That Council amend Bylaw C4-16 by removing the most southeasterly portion of Lot 1A, Block 37, Plan 6067KS from the downtown specific regulations within the entire bylaw, and that the general definition under Part 13 for "Downtown" be amended to exclude the southeasterly portion of Lot 1A, Block 37, Plan 6067KS, and further that Appendix A – Land Use Map be updated accordingly.
- 2. That Council give second reading to Bylaw C4-16 to amend Land Use Bylaw C10-13 for the purpose of creating downtown specific regulations, as amended.
- 3. That Council give third reading to Bylaw C4-16 to amend Land Use Bylaw C10-13 for the purpose of creating downtown specific regulations.

Purpose:

The purpose of this report is to present Council with information on Bylaw C4-16, and to request consideration of second and third readings following the Public Hearing. This Bylaw will replace the Central Business District (C4) with eight new districts that align with the Downtown Area Redevelopment Plan (DARP) precincts.

Background:

Council adopted the Downtown Area Redevelopment Plan (DARP) in 2009. The DARP is a statutory plan which was created to guide future growth in the downtown area. Since the DARP's adoption, the City of Fort Saskatchewan has invested substantial resources to implement components of the Plan. To ensure further investment aligns with the vision and goals of the DARP, the Downtown Land Use Bylaw project was initiated.

Bylaw C4-16 creates a new section within the existing Land Use Bylaw that includes land use districts specific to the downtown. The DARP consists of seven precincts which provide specific policy and design direction for each subarea. To implement this direction, eight new districts have been created, as outlined in the chart below:

LUB District	DARP Precinct	Description
Core Commercial (CC-D)	Core Commercial	Provide mixed use commercial developments in the heart of downtown and enhance its role as a key commercial and business centre within the city.
Mall Precinct (MP-D)	Mall Redevelopment	Allow for new medium to high density residential, commercial, office, institutional, and mixed use developments. Highest buildings (potentially 15 storeys) allowed in this district.
Mixed Use (MU-D)	Live Work	Allow for a variety of developments including residential apartments, commercial buildings, and mixed-use residential/commercial buildings. Live work lifestyle promoted in this area.
Medium Density Multiple (RMM-D)	Unique Pockets	Accommodate medium density apartment style buildings with some commercial uses.

Transitional Residential (TR-D)	Northeast Transition	Allow for low to medium residential development and small scale commercial developments. Intended as a transition area between the downtown and the nearby lower density neighbourhoods.
99 Commercial (99C-D)	99 Commercial	Allow for a variety of commercial developments with a strong emphasis on pedestrian friendly spaces. Some opportunity for mixed use development.
Public Service (PS-D)	Unique Pockets	Accommodate institutional uses that serve the social needs of the community within a downtown setting.
Historic Precinct (HP-D)	Old Fort/Open Space	Regulations for development in Fort Saskatchewan's Historic Precinct. New developments shall preserve, rehabilitate and reuse existing historical resources.

Any sites with site specific zoning in place were excluded from the Downtown Land Use Bylaw. This include the Fort Station, which is regulated by the Fort Mall Redevelopment District (C5) and the Civic Precinct, which is regulated as a Direct Control – Administration (DC(A)) districting.

Public Engagement

Extensive public engagement has been conducted throughout this project. This includes initial engagement at the start of the project in 2013, and public review of the draft version in early 2016. Public engagement opportunities included:

- Two public open houses
- Online survey
- Stakeholder workshop
- One-on-one interviews
- Director's forum
- Social Media updates

A summary of stakeholder consultation is available as Attachment A.

During the March 22 regular Council Meeting, Council was asked to provide direction on specific items regarding the Downtown Land Use Bylaw. The direction provided by Council has been incorporated into Bylaw C4-16. Bylaw C4-16 received first reading during the April 12 regular Council meeting.

During first reading, concerns were raised regarding the impacts of designating an existing use legal non-conforming (a.k.a. grandfathering). Designating a use legal non-conforming is a common practice as it allows an existing business to continue operations while setting future direction. Under Section 643 of the *Municipal Government Act*, a site that is designated legal non-conforming is granted certain rights. The use may continue to operate, ownership can be transferred, structural maintenance can be conducted, and minor alterations can be completed where deemed to not unduly interfere with the amenities of the neighbourhood or affect the use, enjoyment or value of neighbouring properties. Should the use discontinue for six months or longer, the use could not be reinstated. However, as long as the use continues its current operations the impacts are minimal.

Following first reading of Bylaw C4-16, Administration met with a resident who owns a residential property east of 108A Street and north of 98 Avenue, adjacent to Ross Creek Park. The infill potential for the site is great as the site is large but contains only one single detached dwelling. The resident and his homebuilder advised of plans to subdivide the site to allow for multi-attached dwellings but retain a small site for a single detached dwelling. The plan increases the density for the area, provides infill housing, and accommodates different housing types, aligning with the vision of the DARP. However, the proposed RMM-D district does not allow single detached dwellings while the current Medium Lot Residential district (R2) does not allow multi-attached dwellings. To accommodate the resident's plan and achieve the vision of the DARP, it was determined the best solution would be to leave a portion of the site with the current zoning and redistrict the remainder. As such, an amending motion has been prepared for Council.

Plans/Standards/Legislation:

The Downtown Land Use Bylaw implements the vision and direction provided by the Downtown Area Redevelopment Plan. Completion of this project also aligns with the *Municipal Development Plan* and the *Community Sustainability Plan*. Many planning documents identify implementation of the Downtown Area Redevelopment Plan as a priority, as evident by such policies as:

Community Sustainability Plan

Implement the Downtown Area Redevelopment Plan and Design Guidelines

Create a downtown land use designation with specific regulations to ensure the Downtown Area Redevelopment Plan can be implemented

Municipal Development Plan

Implement the Downtown Area Redevelopment Plan and Design Guidelines document, which sets the main policy direction for the development of the Downtown, and support the ongoing initiatives identified in this Plan

Promote downtown revitalization by implementing the Downtown Area Redevelopment Plan and Design Guidelines.

Downtown Area Redevelopment Plan

Amendments to Land Use Bylaw, other planning documents to reflect ARP policies

Adoption of the Downtown Land Use Bylaw directly completes five policy items from multiple planning documents, and aligns with countless policies that encourage densification, providing multiple housing type, economic diversification, infill, and accommodating multiple modes of transportation. A summary of relevant policies has been provided as Attachment B.

Downtown Land Use Bylaw – (Bylaw C4-16) April 26, 2016 regular Council Meeting Page 4

Financial Implications:

None.

Recommendations:

- 1. That Council amend Bylaw C4-16 by removing the most southeasterly portion of Lot 1A, Block 37, Plan 6067KS from the downtown specific regulations within the entire bylaw, and that the general definition under Part 13 for "Downtown" be amended to exclude the southeasterly portion of Lot 1A, Block 37, Plan 6067KS, and further that Appendix A Land Use Map be updated accordingly.
- 2. That Council give second reading to Bylaw C4-16 to amend Land Use Bylaw C10-13 for the purpose of creating downtown specific regulations, as amended.
- 3. That Council give third reading to Bylaw C4-16 to amend Land Use Bylaw C10-13 for the purpose of creating downtown specific regulations.

Attachments:

- 1. Bylaw C4-16
- 2. Map Amendment to Appendix A- Land Use Map Bylaw C10-13
- 3. New Appendix E Land Use Bylaw C10-13
- 4. Attachment A Summary of Stakeholder Consultation
- 5. Attachment B Relevant Policies

Prepared by: Janel Smith-Duguid Date: April 19, 2016 Director, Planning & Development Approved by: Troy Fleming Date: April 20, 2016 General Manager, Infrastructure & **Community Services** Kelly Kloss Reviewed by: Date: April 20, 2016 City Manager Submitted to: City Council Date: April 26, 2016



CITY OF FORT SASKATCHEWAN

A BYLAW OF THE CITY OF FORT SASKATCHEWAN IN THE PROVINCE OF ALBERTA TO AMEND BYLAW C10-13, LAND USE BYLAW TO INCLUDE A DOWNTOWN LAND USE DISTRICT

BYLAW C4-16

WHEREAS the *Municipal Government Act, R.S.A. 2000, c.M-26* as amended or repealed and replaced from time to time, provides that a municipality has the power to amend the Land Use Bylaw;

NOW THEREFORE, the Council of the City of Fort Saskatchewan, in the Province of Alberta, duly assembled, enacts as follows:

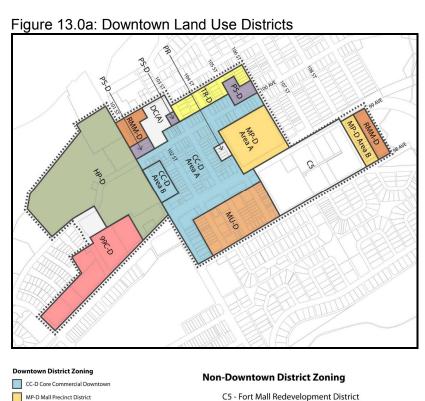
- 1. This Bylaw is cited as the Amendment to Bylaw C10-13 Land Use Bylaw as amended or repealed and replaced from time to time.
- 2. That Schedule "A" of Bylaw C10-13 by amended as follows:
 - A) Add the following to Schedule "A" of Bylaw C10-13:

Part 13 – Downtown Land Use Districts

MU-D Mixed Use Downtown

RMM-D Medium Density Multiple

99C-D Commercial Downtown
PS-D Public Service Downtown
HP-D Historic Precinct District



DC(A) - Direct Control (Administration)

PR - Parks and Recreation District

General Regulations for All Downtown Districts

13.1 Accessory Buildings in Downtown Districts

The following regulations establish standards regarding the interpretation, placement and form of Accessory Buildings within the Downtown District.

- 13.1.1 Where an accessory development is attached to the principal building by a roofed structure that has open or enclosed walls it shall be considered part of the principal building and be subject to the setback requirements for the principal building.
- 13.1.2 Covered decks, covered terraces and/or covered patios shall not be located in any minimum front or side setback. Covered decks, covered terraces and/or covered patios shall be considered part of the principal building.

13.1.3 Accessory buildings shall:

- (a) Not be located within a front yard or within a front flanking yard;
- (b) Not be located closer than 1.2m (3.9ft) from any other building, on-site, unless attached to or located thereon;
- (c) Not be located closer than 1.0m (3.3ft) from the rear property line;
- (d) Not be located closer than 1.0m (3.3ft) from the side property line;
- (e) Not be located such that eaves or foundation encroaches onto a public utility lot or easement;
- (f) Not exceed 5.0m (16.4ft) in height;
- (g) Not exceed 3.0m (9.8ft) in height for vertical exterior walls;
- (h) Be finished with an exterior treatment complementing that of the principal building with respect to colour, finish, materials and texture; and
- (i) Have hard surfaced access from the street to the accessory building when intended for vehicular use.

Shipping Containers

13.1.4 Shipping containers shall not be allowed in any downtown districts except for temporary use as waste receptacles during construction periods.

13.2 Decks and Patios

- 13.2.1 Decks for residential uses shall require a
 Development Permit if located more than 0.6m
 (2.0ft) above grade and shall adhere to all setbacks
 of the principal building when attached to the
 principal building, except for the projections noted
 in Table 2.
- 13.2.2 Decks within Residential Land Use Districts that are less than 0.6m (2.0ft) above grade shall not be included in the calculation of combined site coverage on a lot.
- 13.2.3 For non-residential uses, uncovered decks below 0.61m (2.0ft) from grade, uncovered terraces and/or uncovered patios may be located within a minimum front or side setback area provided that:
 - (a) The area is used by clientele on a seasonal basis; and
 - (b) The area shall be fenced off from adjoining public areas.
- 13.3 Design and Appearance of Buildings and Structures

The following regulations establish standards regarding the design and appearance of structures with respect to build form, ground floor treatment, entrances, signage and amenity areas.

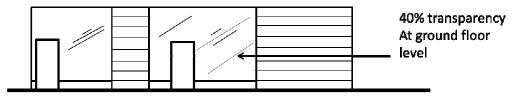
- 13.3.1 Exterior building finishes shall be of high quality, durable and attractive materials such as brick, brick veneer, stone, marble, tile, or a combination thereof.
- 13.3.2 Open spaces shall be developed and landscaped in accordance with Section 4.8 to 4.11 of this Bylaw. In addition, urban design features such as art, walls, fences, benches, waste receptacles, garden lighting or similar may be required to ameliorate any design matters of non-compliance with the Land Use Bylaw.
- 13.3.3 Building facades on corner sites shall address both public roadways. Large blank facades with opaque surfaces shall be minimized to the satisfaction of the Development Authority.

13.3.4 Ground Floor Treatment

The intent of the following regulation is to ensure active street fronts are provided adjacent to pedestrian zones.

(a) Facade improvements or facades for newly constructed non-residential use buildings with non-residential uses located on the ground floor facing a public street or public area shall provide a minimum of 60% transparency on the ground floor level to encourage pedestrian interaction and safety, as per Figure 13.3a.

Figure 13.3a: Ground Floor Treatment



13.3.5 Building entrances are to be visible from adjacent streets, and highlighted through the use of architectural and landscaping devices such as benches, low walls, steps, a variety of paving materials, planting features, architecturally-integrated canopies projecting from the building, architectural lighting, and so forth.

13.3.6 Balcony Projections

The intent of the following regulations are to ensure that the projection of balconies positively contribute to the vertical articulation of the streetwall.

(a) Balconies on the streetwall shall be partly or fully recessed from the building face with approximately 50% of their perimeter contained within the building face as per Figure 13.3b.

Streetwall

Streetwall

1.0m

50% percent of the perimeter of the balcony contained within building face.

100% percent of the perimeter of the balcony contained within building face.

(b) Balcony projections may project a maximum of 1.0 m. (3.3ft) beyond the streetwall and shall in no case project beyond the property line.

13.3.7 Signage

The intent of the following regulations are to direct the Development Authority to have regard for the visual harmony and compatibility of the proposed signs with the architectural character of a development and with the design, location and appearance of other signs within Downtown Districts.

- (a) Signage shall be designed and built at a scale suitable for pedestrian interaction.
- (b) Additional signage identifying building names may be provided at the entrance areas of buildings, or on any wall facing a public area, well-integrated with building facades and or landscape features to the satisfaction of the Development Authority.
- (c) Projecting signs should be encouraged to improve the pedestrian experience.
- (d) Billboard, balloon, and rooftop or any variation shall be prohibited.

13.3.8 Outdoor Amenity Areas

The intent of the following regulations are to establish the provision of outdoor amenity area features of developments within the Downtown Districts.

- (a) New developments may be required to provide Outdoor Amenity Areas such as seating areas, walkways and small scale corner/front plazas in accordance with the development regulations of the specific Downtown Land Use District and to the satisfaction of the Development Authority.
- (b) The landscape and street furniture elements provided in on-site outdoor amenity areas should complement the architectural style of the principal buildings.

13.4 Emergency Access to Downtown Buildings

- A lane or lanes for the purpose of permitting the access of fire-fighting equipment to all major access points of multi-tenant developments, such as shopping centre buildings, and to all fire risk utilities on the site shall be provided and no permanent structure or vehicular parking shall be provided thereon.
- 13.4.2 Emergency access routes and fire lanes shall be appropriately signed to prohibit obstruction.

13.5 Fences and Walls in Downtown Districts

The following regulations are intended to ensure appropriate use and placement of fences and walls within Downtown Districts. The regulations are specific to fences and walls typically used to delineate property boundaries.

- 13.5.1 Except for purposes of urban design and providing appropriate screening for waste storage areas, fences and walls shall be prohibited in all Downtown Districts except Transitional Residential-Downtown (TR-D) and Medium Density Residential-Downtown (RMM-D) Districts.
- 13.5.2 Fences shall not be allowed in the front yard except for within the TR-D District, the RMM-D District, and to delineate patios. All fences shall be no higher than 0.9m (3.0ft). Patio fences should provide visual transparency to the satisfaction of the Development Authority.
- 13.6 Interface with Residential Land Uses Adjacent to Downtown Boundary
 - 13.6.1 Where a proposed commercial use will be located on a site adjacent to a residential Land Use District, the Development Authority may require mitigation of potential development impacts on the residential use, including:
 - (a) Provision of noise attenuation mechanisms:
 - (b) Increased landscaping with a landscaped buffer as directed by the Development Authority. Additional landscaping shall meet the requirements outlined in Section 4.8 and Section 6.6;
 - (c) Location of parking areas, walkways, business entrances or other high activity areas away from residential property lines;
 - (d) Screening or locating on-site lighting to avoid spillage onto residential sites;
 - (e) Restricting the location of outdoor speakers; and
 - (f) Designing the proposed building or structure to mitigate noise, light or glare impact.

13.7 Landscaping Requirements for Downtown Uses

The following regulations establish specific landscaping standards within all Downtown Districts in order to positively contribute to the public realm.

- 13.7.1 The front/flanking building setbacks in Downtown Districts with commercial uses at ground floor shall be required to provide hard landscaping. The landscaping design should complement the design of the adjacent public sidewalk to the satisfaction of the Development Authority.
- 13.7.2 Parking areas may not contain more than 25 contiguous parking spaces without incorporating landscaped traffic islands.
- 13.7.3 Landscaping buffers between parking, loading and other hard surfaced areas and abutting a residential sites should be a minimum of 6.0 m (19.7ft) in width and include coniferous trees or shrubs, fencing and/or berms in order to interfere with vehicle headlights shining across property lines to the satisfaction of the Development Authority.
- 13.7.4 If existing mature trees of at least 15.0cm (6.0 inches) or larger in calliper are retained on a development site, they may count as double towards the final number of trees required pursuant to this Bylaw.

13.8 Site Planning for Downtown Land Uses

The following regulations establish specific requirements for site planning within Downtown Districts regarding site connectivity, pedestrian access, parking areas and service areas.

13.8.1 Mixed Use Commercial sites shall be planned and designed to:

- (a) Ensure a coordinated and coherent pattern of roadways, outdoor spaces, landscaping, building forms and land uses with adjacent commercial developments;
- (b) Provide appropriate transitions in scale and intensity to adjacent Residential Land Use Districts;
- (c) Provide direct pedestrian access to building entrances as well as other uses and buildings within the site;
- (d) Link on-site pedestrian walkways and sidewalks with adjacent sidewalks on public roadways and trails; and
- (e) Ensure new access points and location of roadways align with surrounding road network.
- 13.8.2 Developments with residential uses at ground level shall be planned and designed to:
 - (a) Provide a grade separation of minimum 1.0m (3.3ft)) for residential units located at the ground floor level;
 - (b) Provide natural surveillance from the building to the street; and
 - (c) Complement the adjacent commercial developments by providing active building frontages characterized by porches, entrances and other special architectural features that contribute positively to pedestrian realm.
- 13.8.3 Ground floor entrances for non-residential uses or a common vestibule to an apartment building shall be level with the grade.
- 13.8.4 Negative impacts of parking ramps and vehicular entrances are to be minimized through treatments such as enclosure, screening, high quality finishes, sensitive lighting, and landscaping.
- 13.8.5 Service areas are to be screened from view from the street by architecturally-compatible solid walls or landscaping treatments. Acceptable approaches could include landscape berms, brick masonry walls, cedar or painted wood fences, or trellises, ideally in combination with planting initiatives.
- 13.8.6 In the case of those parcels that have intersecting lanes abutting on two sides of the parcel, no buildings shall be constructed within a triangular area formed by the intersecting rights-of-way and a

straight line joining the points on a line 3.0m (9.8ft) from the intersection, as shown in Figure 13.8a.

Building

Building

Building

Building

Building

Building

Building

Building

Building

Figure 13.8a: Corner Site Restrictions on Lanes

13.9 Crime Prevention Through Environmental Design (CPTED)

13.9.1 Any developments may be required to submit a
Crime Prevention through Environmental Design
(CPTED) assessment prepared by a qualified
professional architect or planner at the
Development Permit stage at the discretion of the
Development Authority.

13.10 Urban Design Regulations

The following regulations establish specific standards regarding urban design to create an attractive physical character at the pedestrian scale.

- 13.10.1 New development may provide urban design features, such as public art within the site or incorporate it into the building facades to the satisfaction of the Development Authority. The Development Authority may consider such urban design features in lieu of any non-compliance matters as set out under this part.
- 13.10.2 Except within the TR-D District, newly constructed buildings should provide a minimum streetwall height of 2 storeys (7.5m or 24.6ft) to a maximum height of 4 storeys (13.5m or 44.3ft).
- 13.10.3 Commercial buildings and structures shall be designed to:
 - (a) Complement and be compatible with adjacent development;
 - (b) Where located in a multi-unit development, utilize common characteristics and building forms to

- provide a cohesive identity throughout the development:
- (c) Provide interesting facades, generally avoiding blank walls over 30.0m (98.4ft) in length, and provide a high degree of transparency on the ground floor in accordance with Section 13.2;
- (d) Provide a similar level of architectural and design treatment on corner sites for all street frontages;
- (e) Provide appropriate transitions in height, scale and massing to adjacent lower intensity or residential sites; and
- (f) Provide highly visible, barrier-free entrances with direct access from pedestrian walkways and sidewalks.
- 13.10.4 Additions and alterations to existing buildings shall be compatible with the existing architectural character of the buildings.
- 13.10.5 Sites shall be designed to reduce the building and site development footprints, maximize the use of permeable surfaces and walkways, minimize paving, and provide natural shading of buildings and paved areas with trees and other landscape features to minimize the heat island effect.

13.10.6 Waste Collection

The intent of following regulations are to ensure the placement and treatment of waste storage areas are hidden from public view and or appropriately screened.

- (a) Waste storage areas located outside buildings shall be provided within the rear yard with a minimum setback of 1.0m (3.3ft) from all property lines and be screened using appropriate architectural or landscaping treatment to the satisfaction of Development Authority.
- (b) Not to be placed within a front yard, side yard, or a landscape buffer unless approved by, and at the discretion of the Development Authority, taking into consideration architectural treatment, screening, and site characteristics.
- (c) Waste collection and storage areas shall not be located within the front yard along 99 Avenue, 100 Street and 100 Avenue.

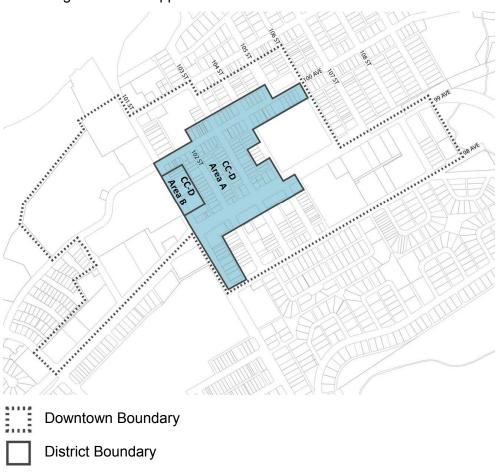
13.10.7 Open Space and Linkages

The following regulation is intended to ensure developments provide open spaces that extend the open space network of the City.

(a) Sites over 2.0 Ha in size shall be required to provide a minimum 15% of the site area as publicly-accessible open space that is connected to wider City level open space network that encompasses landscaped entrance areas, outdoor patio areas, forecourts, court yards, squares, plazas, and play areas.

13.11 CC-D – Core Commercial – Downtown

Figure 13.11a: Applicable Area for CC-D District



13.11.1 Purpose

This District is intended to provide mixed use commercial developments in the heart of downtown and enhance its role as a key commercial and business centre within the City. Development in this area, particularly at street level, will be focused on

retail, office, eating and drinking establishments, and service uses, with opportunities for residential above the ground floor of buildings. A mix of uses and urban design standards are intended to promote walkability and activity in the downtown core.

13.11.2 CC-D Permitted and Discretionary Uses

13.11.2 (a) CC-D Permitted

- Above Ground Floor Dwelling
- Assisted Living Facility
- Assisted Living Facility (Limited)
- Business Support Service*
- Commercial School
- Day Care Facility**
- Eating & Drinking Establishment
- Eating & Drinking Establishment (Limited)
- Eating & Drinking Establishment (Outdoor)
- Health Service
- Home Office
- Hotel
- Indoor Entertainment Facility
- Parking Facility
- Personal Service
- Pet Care Service
- Place of Worship
- Professional, Financial and Office Service
- Public Facility
- Retail Store (Convenience)
- Retail Store (General)
- Retail Store (Liquor)
- Seasonal Garden Centre (Temporary)
- Show Home
- Sign, Channel Letter
- Sign, Fascia
- Sign, Identification
- Sign, Portable
- Sign, Projecting
- Sign, Specialty Projecting
- Veterinary Clinic

13.11.2 (b) CC-D Discretionary

- Community Garden
- Community Service Facility
- Custom Manufacturing Establishment
- Emergency Response Service
- Funeral Home
- Government Service
- Indoor Recreation Facility
- Live Work Unit
- Late Night Club

- Outdoor Entertainment Facility
- Outdoor Recreation Facility
- Pawn Shop
- Private Club
- Recycling Drop-off
- Service Station (Limited)
- Sign, Freestanding***
- Temporary Outdoor Event
- Temporary Sales Centre
- Vehicle Repair Facility (Limited)***
- Vehicle Wash***
- Accessory development to any use listed in subsection 13.11.2(a)(b)
- * Not permitted on ground floor.
- ** Not permitted within an 'Above Ground Floor Dwelling'.
- *** Limited to sites adjacent to 99 Avenue.

13.11.3 CC-D Site Subdivision Regulations

	Interior or Corner Site		
Site Area	Minimum	150.0m ² (1,614.6ft ²)	
Site Width	Minimum	5.0m (16.4ft)	
Site Depth	Minimum	30.0m (98.4ft)	

13.11.4 CC-D Site Development Regulations

Interior or Corner Site			
Front Setback	Minimum	0.0m (0.0ft) to 2.0m (6.6ft) in	
and Flanking		order to achieve a continuous	
Front Setback		pedestrian zone.	
	Maximum	3.0m (9.8ft)	
Side Setback	Minimum	0.0m (0.0ft) or 2.0m (6.6ft)	
Rear Setback	Minimum	0.0m (0.0ft) for sites adjacent a	
		Non-Residential Land Use	
		District.	
	Minimum	4.5m (14.8ft) for sites adjacent to	
		a Residential Land Use District.	
Site Coverage	Maximum	100%	
Floor Area Ratio	Maximum	CC-D Area A	
(FAR)		4.0	
	Maximum	CC-D Area A Residential	
		3.0	
	Maximum	CC D Avec B	
	Maximum	CC-D Area B	
Unit Density	Maximum	CC-D Area A	
Offic Defisity	IVIAXIIIIUIII	250 Units/Ha	
		250 011115/114	
	Maximum	CC-D Area B	
	Maximum	OO D AICU D	

		200 units/net residential hectare for sites less than 1500.0m ² .
		350 units/net residential hectare for sites greater than 1500.0m ² .
Building Height	Maximum	CC-D Area A 4 Storeys (13.5m or 44.3ft)
	Maximum	CC-D Area B 8 Storeys (25.5m or 83.7ft)
Common Amenity Area	Minimum	4.5m² (48.4ft²) per dwelling unit.
Private Amenity Area	Minimum	3.0m² (32.3ft²) per dwelling unit to be provided for balconies.

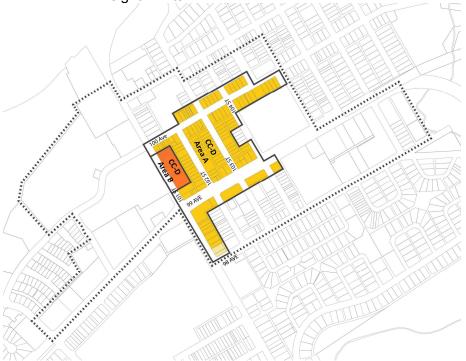
Built Form Regulations

13.11.5 Building Height Limits

The following regulations are intended to ensure buildings are of a proportionate scale with the street and respect building heights of surrounding land uses.

(a) New development shall be in accordance with the height limits established in Figure 13.11b.

Figure 13.11b: Core Commercial District – Downtown Maximum Height Limits





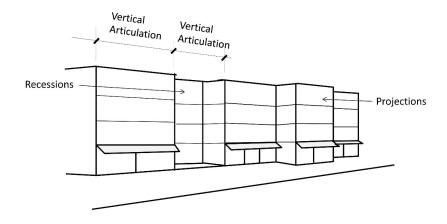
- (b) The maximum parapet height for the top storey shall not exceed 1.5m (4.9ft).
- (c) Vents, mechanical rooms and equipment, elevator penthouses etc. shall be integrated into the architectural treatment of building roof or screened with materials and finishes compatible with the building to reduce visibility from street level.

13.11.6 Street Character and Pedestrian Realm

The following regulations are intended to ensure buildings relate to human-scale proportions to improve walkability and create a pedestrian orientated character.

- (a) The front setback shall be hard surfaced from the City sidewalk to the front of the building with a consistent treatment and theme to the satisfaction of Development Authority.
- (b) All buildings shall be required to provide a vertical articulation in the streetwall using techniques to create visual interest along the streetface including a variety of colours, materials, projections or recessions in the building facade to avoid monotony, as per Figure 13.11c.

Figure 13.11c: Vertical Articulation and Building Entrances



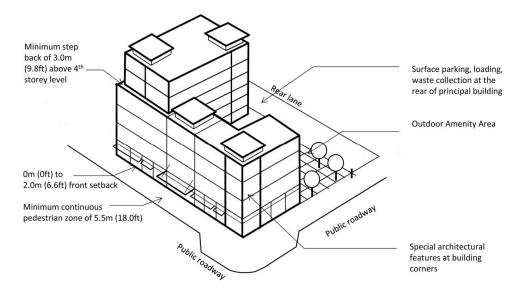
(c) Building façades and landscapes fronting 101 Street should include architectural elements that may complement the historic buildings and landscape elements within the Historic Precinct Site.

13.11.7 Building Massing and Architectural Character

The following regulations are intended to ensure buildings contribute to a sense of place by providing visual interest along the street level, interesting building forms, and human scale dimensions.

- (a) New development or redevelopment at the intersection of the following streets shall incorporate special architectural treatment to establish a sense of arrival to the downtown:
 - i. 99 Avenue and 101 Street.
- (b) The base zone shall be a minimum height of 2 storeys (7.5m or 24.6ft) and a maximum height of 4 storeys (13.5m or 44.3ft)
- (c) For buildings above four storeys, the middle zone shall include any storeys above the base zone and shall provide a minimum stepback of 3.0m (9.8ft) for any façade that faces a public realm, as per Figure 13.11d.
- (d) Buildings located on corner lots shall be designed with expressive massing and architectural features that relate to and enforce the street corner, as per Figure 13.11d.

Figure 13.11d: Building Massing

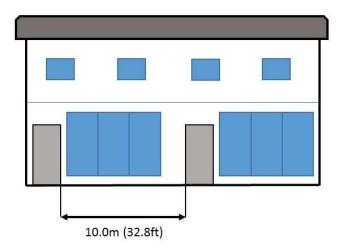


13.11.8 Pedestrian Entrances

The following regulations are intended to ensure building entrances are positioned and treated appropriately in order to create visual interest along streets.

(a) Entrances for non-residential uses should be located with a separation of no more than 10.0m (32.8ft) along building facades fronting public roadway, as per Figure 13.11e.

Figure 13.11e: Maximum Separation Distance for Non-Residential Entrances



Maximum Storefront Distance for Commercial Entrances – 10.0m (32.8ft)

- (b) Ground floor entrances for non-residential uses or a common vestibule to an apartment building shall be level with the grade.
- (c) Ground floor entrances for residential units shall be 1.0m (3.3ft) above grade with a display garden incorporated in the front setback.
- (d) Entrances to non-residential uses at ground floor and residential uses above ground floor should be identifiable from each other through architectural design.

13.11.9 Ground Floor Frontages

The intent of the following regulations is to ensure active street fronts are provided adjacent to pedestrian zones.

(a) The land uses along ground floors of all buildings in this District shall be in accordance with Figure 13.11f, whereas:

- i. New residential development shall be required to provide non-residential uses at the ground floor level; and
- ii. Surface and structure parking areas shall be located behind ground floor uses, or at the rear of the building and screened from the street.

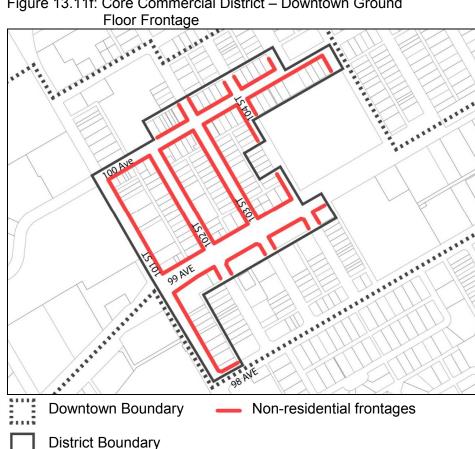


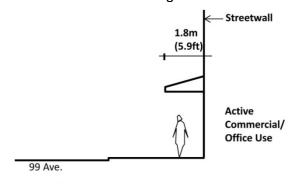
Figure 13.11f: Core Commercial District – Downtown Ground

13.11.10 Canopies and Weather Protection

The following regulation is intended to ensure building facades provide appropriate weathering protection to positively contribute to the public realm.

(a) A continuous weather protection of minimum 1.8 m (5.9ft) width or other means of weather protection at the discretion of the Development Authority shall be encouraged at the ground floor of all building facades fronting 99 Avenue and 100 Avenue, as per Figure 13.11g.

Figure 13.11g: Weather Protection along 99 Avenue



Weather Protection

13.11.11 Additional Development Regulations

- (a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 - General Regulations for all Land Use Districts, Part 13 - Downtown Land Use Districts

 General Regulations, Part 11 - Parking and Loading, and Part 12 - Signs.
- (b) Where lane access is provided, sites shall be designed to use the lane.
- (c) Vehicular access to on-site parking areas of properties that front 99 Avenue, 100 Avenue, 101 Street, 102 Street, 103 Street, 104 Street, 105 Street and 106 Street shall be from rear lanes. Where vehicle access to on-site parking areas from rear lanes is not feasible, the Development Authority may allow access from streets provided the applicant provides additional design features to screen the on-site parking lot from the street.

13.12 MP-D – Mall Precinct – Downtown

Figure 13.12a: Applicable Area for MP-D District

Registronia in the second sec

13.12.1 Purpose

This District is intended to guide redevelopment of MP-D Areas A and B within the downtown and allow for new medium to high density residential, commercial, office, institutional, and mixed use developments. The area is to be integrated with the lands districted C5, south of MP-D Area A and West of MP-D Area B. Higher densities and scales greater than seen elsewhere in Fort Saskatchewan are supported, with high rise buildings accommodated in specific locations provided that the design ensures development relates to the adjacent areas and provides harmonious transitions. Open space and pedestrian connections will be provided to ensure ease of movement to and from the area, and opportunities for recreation. Special emphasis should be given

for the creation of a high quality public realm including urban plazas, outdoor amenity areas and interactive streetscapes.

13.12.2 MP-D Permitted and Discretionary Uses

13.12.2 (a) MP-D Permitted

- Above Ground Floor Dwelling
- Apartment Dwelling
- Assisted Living Facility
- Assisted Living Facility (Limited)
- Business Support Service
- Commercial School
- Community Service Facility
- Day Care Facility*
- Eating & Drinking Establishment
- Eating & Drinking Establishment (Limited)
- Eating & Drinking Establishment (Outdoor)
- Emergency Response Service
- Health Service
- Home Office
- Hotel
- Indoor Entertainment Facility
- Indoor Recreation Facility
- Parking Facility
- Personal Service
- Place of Worship
- Private Club
- Professional, Financial and Office Service
- Public Facility
- Retail Store (Convenience)
- Retail Store (General)
- Retail Store (Liquor)
- Seasonal Garden Centre (Temporary)
- Show Home
- Sign, Channel Letter
- Sign, Fascia
- Sign, General Advertising
- Sign, Identification
- Sign, Portable
- Sign, Projecting
- Sign, Specialty Projecting
- Temporary Sales Centre

13.12.2 (b) MP-D Discretionary

- Communication Tower (Limited)
- Custom Manufacturing Establishment
- Government Service
- Greenhouse (Permanent)
- Late Night Club
- Live Work Unit

- Minor Impact Utility Service
- Multi-attached Dwelling
- Outdoor Entertainment Facility
- Outdoor Recreation Facility
- Pawn Shop
- Pet Care Service
- Sign, Electric Message
- Sign, Freestanding
- Temporary Outdoor Event
- Vehicle Sales, Leasing or Rental Facility
- Veterinary Clinic
- Accessory Development to those uses listed in 13.12.2(a) and (b)
- * Day care facility may not occur within an apartment dwelling.

13.12.3 MP-D Site Subdivision Regulations

	Interior or Corner Site		
Site Area	Minimum	300.0m ² (3229.2ft ²)	
Site Width	Minimum	At the discretion of Development Authority.	
Site Depth	Minimum	At the discretion of Development Authority.	

13.12.4 MP-D Site Development Regulations

	Interior or Co	ornor Sito
Facility (1)		1
Front Setback and	Minimum	0.0m (0.0ft) to 1.4m (4.6ft) to
Flanking Front		achieve a continuous pedestrian
Setback		zone of 3.4m (11.2ft) for
		buildings with non-residential
		uses at the ground floor.
	Maximum	3.0m (9.8ft) for residential unit
		developments at the ground floor
		level with display gardens.
		Notwithstanding 13.12.5(d)
Cide Cetherals	Minima	• , ,
Side Setback	Minimum	0.0m (0.0ft)
		Notwithstanding 13.12.5(d)
Rear Setback	Minimum	0.0m (0.0ft) for sites abutting a
iteal Selback	William	Non-Residential Land Use
		District.
		District.
		4.5m (14.8ft) or one-half (1/2) the
		height of the building, whichever
		is greater, for sites abutting a
		Residential Land Use District.
		1 10310011tial Early USE District.
		Notwithstanding 13.12.5(d)
Site Coverage	Maximum	70%

	Interior or Corner Site		
Floor Area Ratio (FAR)	Maximum	4.0	
Unit Density	Maximum	200 units/net residential hectare for sites less than 1500.0m ² . 350 units/net residential hectare	
		for sites greater than 1500.0m ² .	
Building Height	Maximum	Area A 15 Storeys (46.2m-151.6ft) Area B 4 Storeys (13.5m or 44.3ft) Refer to Section 13.12.5	
Common Amenity Area	Minimum	4.5m² (48.4ft²) per dwelling unit.	
Private Amenity Area	Minimum	3.0m² (32.3ft²) per dwelling unit shall be provided for balconies.	

Built Form Regulations

13.12.5 Building Height Limits

The following regulations are intended to ensure buildings are of a proportionate scale with the street and respect building heights of surrounding land uses.

- (a) The maximum parapet height for all new buildings shall not exceed 1.5m (4.9ft).
- (b) No building above 4 storeys in height shall be located within 23.0m (75.5ft) of a property line abutting a public roadway, as per Figure 13.12a.
- (c) Notwithstanding (b) above, the maximum building height for 5 15 storey buildings shall be determined by application of 45 degree angular plane applied at the nearest property line of the parcel that allows low density residential. Subsequent storeys must fit within this angular plane as per Figure 13.12b.

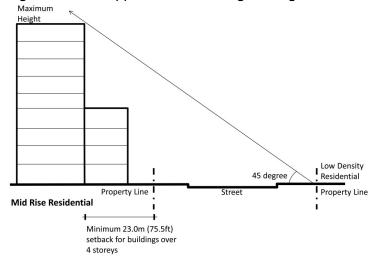


Figure 13.12b: Application of 45 Degree Angular Plane

(d) Vents, mechanical rooms and equipment, elevator, penthouses, etc. shall be integrated into the architectural treatment of building roof or screened with materials and finishes compatible with the building.

13.12.6 Street Character and Pedestrian Realm

The following regulations are intended to ensure buildings relate to human-scale proportions to improve walkability and create a pedestrian orientated character.

- (a) For buildings with non-residential uses at the ground floor, the front setback shall be hard surfaced with a consistent treatment and theme to the satisfaction of Development Authority.
- (b) All buildings shall be required to provide a vertical articulation in the streetwall using a variety of colours, materials, projections as well as recessions in the building façade to avoid monotony, as per Figure 13.12c.

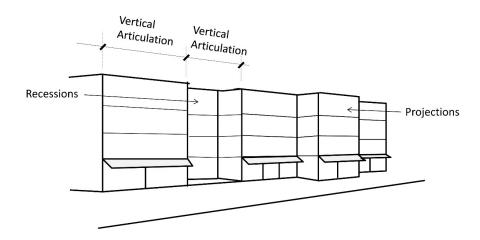


Figure 13.12c: Vertical Articulation and Building Entrances

(c) Display gardens shall be provided within the front setback for buildings with residential use at the ground floor level.

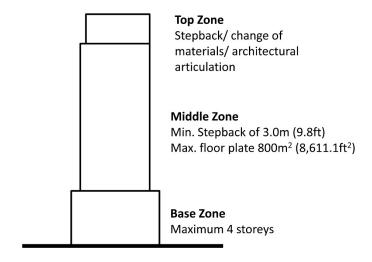
13.12.7 Building Massing and Architectural Character

The following regulations are intended to ensure buildings contribute to a sense of place by providing visual interest along the street level, interesting building forms, and human scale dimensions.

- (a) New buildings at the intersection of the following streets shall be required to incorporate special architectural treatment in order to reinforce the street corner by marking key focal points and entrances to the downtown through using expressive massing and vertical elements:
 - i. 99 Avenue and 106 Street:
 - ii. 99 Avenue and 108 Street; and
 - iii. 99 Avenue and 104 Street.
- (b) Buildings above 4 storeys shall provide three distinct vertical zones, as per Figure 13.12d:
 - The base zone shall be a minimum height of 2 storeys and a maximum height of 4 storeys;
 - ii. For buildings above 4 storeys, the middle zone shall include any storeys above the base zone but below the top zone and shall provide a minimum stepback of 3.0m (9.8ft) for any façade that faces a public realm. The floor plate shall be a maximum of 800m² (8,611.1ft²); and

iii. For buildings above 12 storeys, the top zone shall include the top 3 storeys and shall incorporate either an additional stepback or a change in material/colour or special architectural treatment to the satisfaction of the Development Authority.

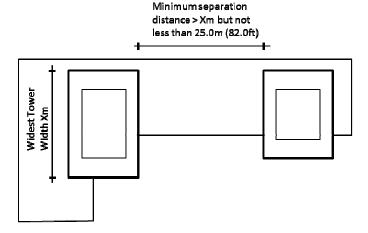
Figure 13.12d: Requirement for Distinct Vertical Zones



High Rise Residential

(c) Where 2 buildings that are 9 storeys and above are in close proximity to each other, the minimum distance between the middle zones will equal the widest building width measured at the building face but shall be no less than 25.0m (82.0ft), as per Figure 13.12e

Figure 13.12e: Minimum Separation Distance between two Towers

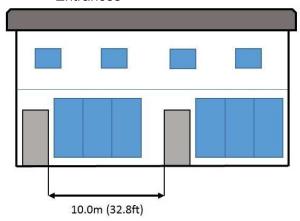


13.12.8 Pedestrian Entrances

The following regulations are intended to ensure building entrances are positioned and treated appropriately in order to create visual interest along streets.

(a) Entrances for non-residential uses should be located with a separation of no more than 10.0m (32.8ft) apart along building facades fronting public roadways, as per Figure 13.12f.

Figure 13.12f: Minimum Separation Distance for Non-Residential Entrances



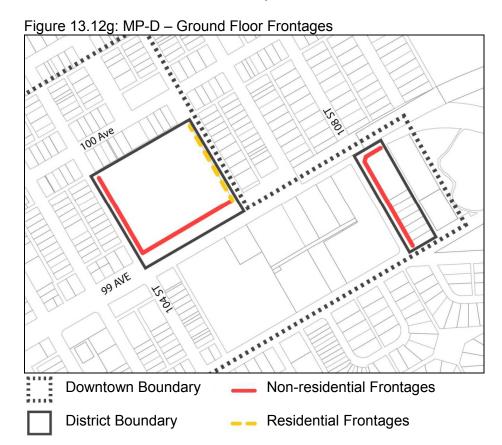
Maximum Storefront Distance for Commercial Entrances – 10.0m (32.8ft)

- (b) Ground floor entrances for non-residential uses or a common vestibule to an apartment building shall be level with grade.
- (c) Ground floor entrances for residential uses shall be 1.0m (3.3ft) above grade with a display garden incorporated in the front setback.
- (d) Entrances to non-residential uses at ground floor and residential uses above ground floor shall be identifiable from each other through architectural design.

13.12.9 Ground Floor Frontages

The intent of the following regulation is to ensure active street fronts are provided adjacent to pedestrian zones.

- (a) For new construction the land uses along ground floors of all buildings in this District shall be as per Figure 13.12g, whereas:
 - Ground floor uses along 99 Avenue, east side of 104 Street and east side of 108 Street shall be limited to nonresidential uses;
 - ii. Ground floor uses along west side of 106 Street shall be limited to residential uses; and
 - iii. Surface and structure parking shall be located at the rear of buildings, screened from public view, and located behind the pedestrian orientated uses.

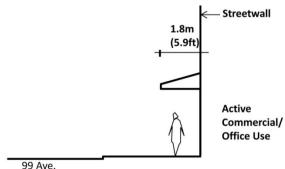


13.12.10 Canopies and Weather Protection

The following regulation is intended to ensure building facades provide appropriate weathering protection to positively contribute to the public realm.

(a) A continuous weather protection of minimum 1.8m (5.9ft) width at the ground floor of all building facades fronting 99 Avenue shall be encouraged, as per Figure 13.12h.

Figure 13.12h: Weather Protection along 99 Avenue



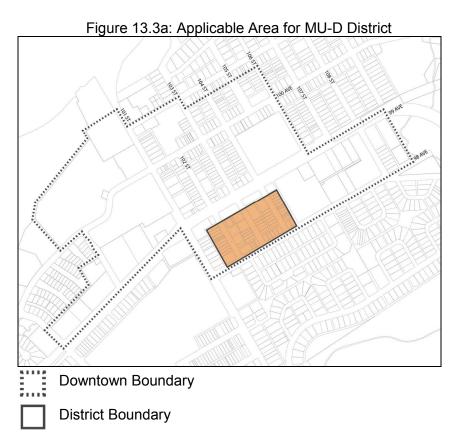
13.12.11 Parking and Access

- (a) Vehicular accesses from 99 Avenue to on-site parking areas within individual sites shall be minimized.
- (b) Where possible, vehicular entrances to underground parking facilities and passenger drop-off areas shall be provided from the rear of buildings.
- (c) Structured parking facilities shall generally be provided at locations internal to the site. If such parking facilities are located fronting a public roadway, then the following design considerations shall be utilised:
 - i. Ground floor shall include retail uses with multiple entrances;
 - ii. Entrance to the parking facility shall be designed with special architectural treatment to maintain the integrity of retail frontage; and
 - iii. The façade of the upper storeys of the parking facility shall be designed to reflect residential or commercial building character.
- (d) Landscaped buffers between parking, loading and other hard surfaced areas and adjacent public roadways shall be a minimum of 3.0m (9.8ft) in width.

13.12.12 Additional Regulations

- (a) All development and uses within this Land Use
 District are subject to the applicable provisions
 of Part 4 General Regulations for all Land Use
 Districts, Part 13 Downtown Land Use Districts
 – General Regulations, Part 11 Parking and
 Loading, and Part 12 Signs.
- (b) Where lane access is provided, the site shall be designed to provide access to onsite parking from the lane.
- (c) The siting and appearance of all buildings or improvements, and the landscaping of the site shall be to the satisfaction of the Development Authority in order that there shall be general conformity with adjacent buildings, and that there may be adequate protection afforded to the amenities of adjacent buildings and sites. The form and character of buildings shall complement adjacent residential character of the neighbourhood.

13.13 MU-D – Mixed Use – Downtown



13.13.1 Purpose

This District is intended to allow for a variety of mixed use developments in the southwest corner of the downtown. Any combination of building types such as stand-alone residential multifamily buildings, mixed use residential/commercial buildings and stand-alone commercial buildings may be considered. A special emphasis should be placed in promoting live work units at the ground level.

13.13.2 MU-D Permitted and Discretionary Uses

13.13.2 (a) MU-D Permitted

- Above Ground Floor Dwelling
- Apartment Dwelling
- Assisted Living Facility
- Assisted Living Facility (Limited)
- Community Garden
- Day Care Facility**
- Eating & Drinking Establishment (Limited)
- Eating & Drinking Establishment (Outdoor)
- Health Service
- Home Office
- Live Work Unit
- Multi-Attached Dwelling
- Personal Service
- Place of Worship
- Professional, Financial and Office Service
- Public Facility
- Retail Store (Convenience)
- Retail Store (General)
- Show Home
- Sign Channel Letter
- Sign, Fascia
- Sign, Identification
- Sign, Portable
- Sign, Projecting
- Sign, Specialty Projecting

13.13.2 (b) MU-D Discretionary

- Bed and Breakfast
- Business Support Service
- Commercial School*
- Community Service Facility
- Custom Manufacturing Establishment
- Emergency Response Service
- Government Service
- Group Home
- Group Home (Limited)

- Parking Facility
- Pet care Service
- Retail Store (Liquor)
- Temporary Outdoor Event
- Temporary Sales Centre
- Veterinary Clinic
- Accessory Development to those uses listed in 13.13.2(a) and (b)
- * No greater than 557.4m² (6000 ft²)
- ** Not permitted in apartment dwellings or above ground floor dwellings

13.13.3 MU-D Site Subdivision Regulations

	Interior or Corner Site	
Site Area	Minimum	300.0m² (3229.2ft²)

13.13.4 MU-D Site Subdivision Regulations

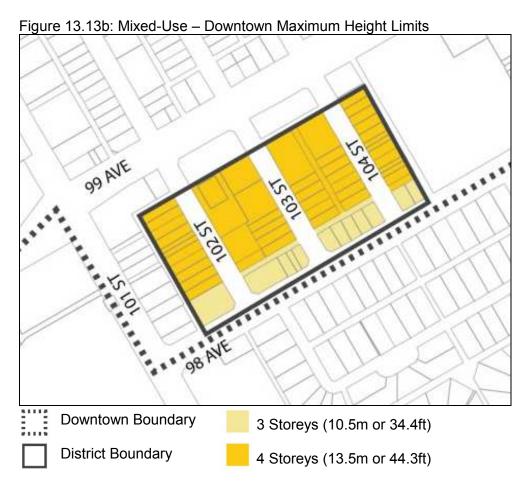
	1.1.1.	0'11
	Interior or C	
Front Setback and Flanking Front Setback	Minimum	0.0m (0.0ft) to 3.0m (9.8ft) in order to achieve a continuous pedestrian zone of 3.5m (11.5ft).
Side Setback	Minimum	0.0m (0.0ft) or 2.0m (6.6ft)
Rear Setback	Minimum	0.0m (0.0ft) for sites abutting a Non-Residential Land Use District.
	Minimum	4.5m (14.8ft) or one-half (1/2) the height of the building, whichever is greater, for sites abutting a Residential Land Use District.
Site Coverage	Maximum	70%
Floor Area Ratio (FAR)	Maximum	2.0
Unit Density	Maximum	200 units/net hectares
Building Height		Refer to Section 13.13.5.
Common Amenity Area	Minimum	4.5m² (48.4ft²) per dwelling unit.
Private Amenity Area	Minimum	3.0m² (32.3ft²) per dwelling unit shall be provided for balconies.

Built Form Regulations

13.13.5 Building Height Limits

The following regulations are intended to ensure buildings are of a proportionate scale with the street and respect building heights of surrounding land uses.

(a) New development shall be in accordance with the height limits established in Figure 13.13b.



- (b) The maximum parapet height for all buildings shall not exceed 1.5m (4.9ft).
- (c) Vents, mechanical rooms and equipment, elevator, penthouses, etc. shall be integrated into the architectural treatment of building roof or screened with materials and finishes compatible with the building to reduce visibility from street level.

13.13.6 Street Character and Pedestrian Realm

The following regulation is intended to ensure buildings relate to human-scale proportions to improve walkability and create a pedestrian orientated character.

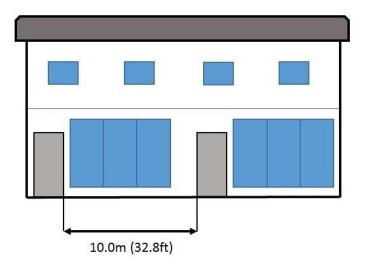
(a) For buildings with non-residential uses at the ground floor, the front setback shall be hard surfaced with a consistent treatment and theme to the satisfaction of Development Authority.

13.13.7 Pedestrian Entrances

The following regulations are intended to ensure building entrances are positioned and treated appropriately in order to create visual interest along streets.

(a) Entrances for non-residential uses should be located with a separation of no more than 10.0m (32.8ft) apart along building façades fronting public roadway, as per Figure 13.13c.

Figure 13.13c: Maximum Separation Distance for Non-Residential Entrances



Maximum Storefront Distance for Commercial Entrances – 10.0m (32.8ft)

- (b) Ground floor entrances to non-residential uses or a common vestibule to an apartment building shall be level with the grade.
- (c) Ground floor entrances for residential uses shall be 1.0m (3.3ft) above grade with a display garden incorporated in the front setback.

- (d) Entrances to non-residential uses at ground floor and residential uses above ground floor should be identifiable from each other through architectural design.
- (e) All building entrances shall be clearly visible, incorporate special architectural features including special lighting and landscape elements to provide a strong sense of arrival.

13.13.8 Ground Floor Frontages

The intent of the following regulations are to ensure active street fronts are provided adjacent to pedestrian zones and that parking areas are designed to be hidden from sight of the pedestrian zone.

- (a) The land uses along ground floors of all buildings in this district shall be:
 - Residential, commercial or integrated live work units shall be permitted at the ground floor level;
 - ii. Buildings shall accommodate a convertible space on the ground floor by providing a minimum ceiling height of 4.0m (13.1ft) and large doorways to accommodate a variety of use.
- (b) Structured parking facilities shall generally be provided at locations internal to the site. If such parking facilities are located fronting a public roadway, then the following design considerations shall be utilised:
 - i. Ground floor shall include retail uses:
 - ii. Entrance to the parking facility shall be designed with special architectural treatment to maintain the integrity of retail frontage; and
 - iii. The façade of the upper storeys of the parking facility shall be designed to reflect residential or commercial building character.

13.13.9 Parking and Access

- (a) Surface parking area shall not be located in the front yard of the principal building.
- (b) Vehicular accesses from 101 Street, 102 Street, 103 Street and 104 Street to on-site parking areas within individual sites shall be minimized. Where possible, vehicular access should be provided from rear lanes.

13.13.10 Live Work Units

The intent of the following regulations is to ensure buildings with live/work units provide commercial frontages adjacent to the pedestrian zone.

- (a) 2 storey integrated live work units shall be limited to the ground level and first floor level, with the business operations contained within the ground level.
- (b) Live work units with residential and commercial components at the same level shall be permitted on all floors of the buildings.
- (c) Ground floor of live work units shall provide entrances at grade to the public sidewalk.
- (d) Live work units with onsite retail sales shall only be permitted at ground floor level.

13.13.11 Additional Development Regulations

- (a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 General Regulations for all Land Use Districts, Part 13 Downtown Land Use Districts-General Regulations, Part 11 Parking and Loading, and Part 12 Signs.
- (b) Where lane access is provided, sites shall be designed to provide access to onsite parking from the lane.

13.14 RMM-D – Medium Density Multiple Residential – Downtown

Downtown Boundary

District Boundary

Figure 13.14a: Applicable Area for RMM-D District

13.14.1 Purpose

This District intended to provide medium density residential uses. The purpose of these areas is to accommodate primarily apartment style buildings with some commercial uses. Development is intended to support the concept of a livable urban setting with a strong sense of identity and place.

13.14.2 RMM-D Permitted and Discretionary Uses

13.14.2 (a) RMM-D Permitted

- Apartment Dwelling
- Community Garden
- Home Office
- Multi-Attached Dwelling
- Show Home
- Sign Channel Letter
- Sign, Fascia
- Sign, Identification
- Sign, Projecting

- Sign, Specialty Projecting

13.14.2 (b) RMM-D Discretionary

- Assisted Living Facility (Limited)
- Day Care Facility (Limited)*
- Eating & Drinking Establishment (Limited)
- Eating & Drinking Establishment (Outdoor)
- Group Home (Limited)*
- Home Business*
- Live Work Unit
- Personal Service
- Professional, Financial and Office Service
- Retail Store (Convenience)
- Temporary Outdoor Event
- Temporary Sales Centre
- Accessory Development to those uses listed in 13.14.2 (a) and (b)

13.14.3 RMM-D Development Regulations for Multi-Attached Dwellings

	Intonion on Con	non Cito
	Interior or Cor	
Front Yard Setback		Interior Site
	Minimum	3.0m (9.8ft)
	Maximum	4.5m (14.8ft)
Rear Yard Setback	Minimum	8.0m (26.2ft)
		6.0m (19.7ft) where a garage or
		Carport is attached to the
		principal building and is
		accessed from a lane at the rear
		of the property
Side Yard Setback	Minimum	1.5m (4.9ft)
Building Height		Refer to Section 13.14.5.
Site Coverage	Maximum	45% for principal building over 1
		storey, excluding decks
		50% for principal building of 1
		storey, excluding decks
		52% for all buildings and
		structures where principal
		building is over 1 storey
		570/ for all buildings and
		57% for all buildings and
		structures where principal
		building is 1 storey

^{*} Not permitted within apartment dwelling

Floor Area Ratio	Maximum	2.0
(FAR)		
Density	Maximum	150 units/net hectare.

13.14.4 RMM-D Development Regulations for Apartment Dwellings

	Interior or Corr	ner Site
Front Setback and Flanking Front Setback	Minimum	3.0m (9.8ft)
Rear Yard Setback	Minimum	7.0m (23.0ft)
Side Yard Setback	Minimum	3.0m (9.8ft)
Building Height		Refer to Section 13.14.5.
Site Coverage	Maximum	50%
Floor Area Ratio (FAR)	Maximum	2.0
Density	Maximum	150 units/net hectare

Built Form Regulations

13.14.5 Building Height Limits

The following regulations are intended to ensure buildings are of a proportionate scale with the street and respect building heights of surrounding land uses.

(a) New development shall be in accordance with the height limits established in Figure 13.14b.

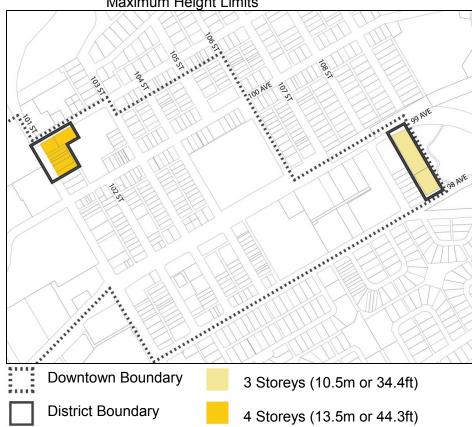


Figure 13.14b: Medium Density Multiple Residential – Downtown Maximum Height Limits

- (b) The maximum parapet height for all new buildings shall not exceed 1.5m (4.9ft).
- (c) Vents, mechanical rooms and equipment, elevator penthouses etc. shall be integrated into the architectural treatment of building roof or screened with materials and finishes compatible with the building.

13.14.6 Building Massing and Architectural Character

The following regulations are intended to ensure buildings contribute to a sense of place by providing visual interest along the street level, interesting building forms, and human scale dimensions.

- (a) New buildings at the intersection of the following streets shall incorporate special architectural treatment to achieve a sense of arrival to the downtown.
 - i. 101 Avenue and 101 Street:
 - ii. 99 Avenue and 108/108A Street; and
 - iii. 98 Avenue and 108/108A Street.

13.4.7 Pedestrian Entrances

The following regulations are intended to ensure building entrances are positioned and treated appropriately in order to create visual interest along streets.

- (a) Common vestibules to an apartment building shall be level with the grade.
- (b) Ground floor entrances to residential units shall be at least 1.0m (3.3ft) above grade and shall provide active frontages including porches, decks, or other architectural features.

13.14.8 Ground Floor Frontages

The intent of the following regulations are to ensure active street fronts are provided adjacent to pedestrian zones.

- (c) The land uses along ground floors of all buildings in this District shall be in accordance with Figure 13.14c, whereas:
 - i. Ground floor uses along east side of 101 Street and south 101 Avenue shall be limited to residential uses;
 - ii. Ground floor uses along the south side of 99 Avenue shall be limited to nonresidential uses; and
 - iii. Surface and structure parking areas shall be located at the rear of the building and partially screened from public roadway on corner sites using appropriate landscaping methods.

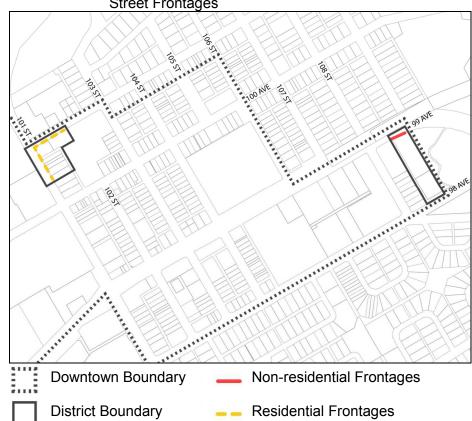
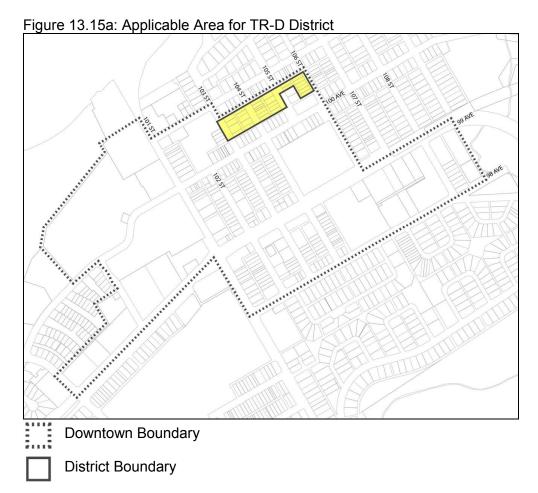


Figure 13.14c: Medium Density Multiple Residential – Downtown Street Frontages

13.14.9 Additional Development Regulations

- (a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 General Regulations for all Land Use Districts, Part 13 Downtown Land Use Districts-General Regulations, Part 11 Parking and Loading, and Part 12 Signs.
- (b) Where lane access is provided, sites shall be designed to provide access to onsite parking from the lane.
- (c) Vehicular accesses from 101 Street and 101 Avenue to on-site parking areas within individual sites shall be minimized.

13.15 TR-D – Transitional Residential – Downtown



Purpose

13.15.1

This District is intended to allow low to medium residential development and small scale commercial developments in the northeast portion of the downtown. The District also establishes regulations to provide appropriate transition from higher density mixed land uses in the downtown core to lower density residential neighbourhoods located immediately adjacent to the downtown. Infill residential redevelopment is encouraged in this area. Stand-alone small scale commercial buildings may be considered.

13.15.2 TR-D Permitted and Discretionary Uses

13.15.2 (a) TR-D Permitted

- Community Garden
- Duplex Dwelling
- Home Office

- Multi-Attached Dwellings*
- Semi-Detached Dwelling
- Single Detached Dwelling
- Swimming Pool

13.15.2 (b) TR-D Discretionary

- Bed and Breakfast
- Day Care Facility (Limited)
- Government Service
- Group Home (Limited)
- Home Business
- Personal Service
- Pet Care Service
- Place of Worship
- Professional, Financial and Office Service
- Secondary Suites**
- Show Home
- Temporary Outdoor Event
- Temporary Sales Centre
- Accessory Development to those uses listed in 13.15.2(a) and (b)
- * Up to a maximum of four attached dwellings
- ** Only allowed in single detached dwellings

13.15.3 TR-D Development Regulations

	Site and Bu	uilding Criteria
Site Area	Minimum	150m ² (1,614.6ft ²)
Front Setback and Flanking Front	Minimum	3.0m (9.8ft)
Setback	Maximum	4.5m (14.8ft)
Side Setback	Minimum	1.5m (4.9ft)
Rear Setback	Minimum	8.0m (26.2ft)
	Minimum	6.0m (19.7ft) where a garage or carport is attached to the principal building and is accessed from a lane at the rear of the site.
Site Coverage	Maximum	40% for principal building over 1 storey, excluding decks.
		45% for principal building of 1 storey, excluding decks.
		45% for all buildings and structures where principal building is over 1 storey.

	Site and Building Criteria	
		50% for all buildings and structures where principal building is 1 storey.
Building Height	Maximum	3 Storeys (11.0m or 36.1ft). A maximum differential of 1 storey shall be allowed between adjacent sites.
		Refer to Section 13.15.4

Built Form Regulations

13.15.4 Building Height Limits

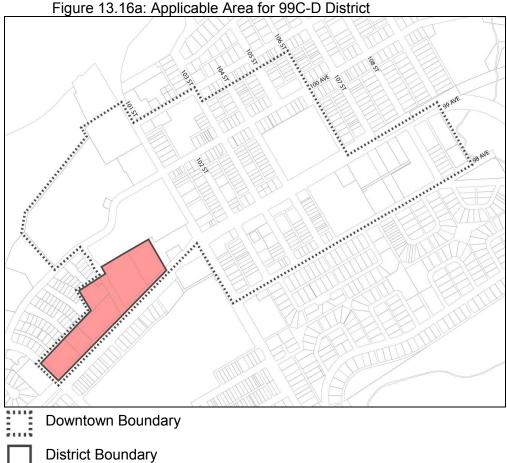
The following regulations are intended to ensure buildings are of a proportionate scale with the street and respect building heights of surrounding land uses.

- (a) The maximum parapet height for all new buildings shall not exceed 1.5m (4.9ft).
- (b) Vents, mechanical rooms and equipment, elevator, penthouses, etc. shall be integrated into the architectural treatment of building roof or screened with materials and finishes compatible with the building to reduce visibility from street level.

13.15.5 Additional Development Regulations

- (a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 - General Regulations for all Land Use Districts, Part 13 - Downtown Use Districts – General Regulations, Part 11 - Parking and Loading, and Part 12 – Signs.
- (b) Where lane access is provided, sites shall be designed to use the lane. Where vehicle access from the lane is not feasible, the Development Authority may allow access from the street.

13.16 99C-D – 99 Commercial – Downtown



13.16.1 Purpose

This District is intended to allow for a variety of commercial developments with a strong emphasis on pedestrian friendly spaces and streetscapes. Buildings and landscapes fronting 99 Avenue may contribute positively to improve the image of the entrance corridor leading to the downtown core. Mixed use developments with retail at ground level and residential/office uses on upper storeys shall be considered.

13.16.2 99C-D Permitted and Discretionary Uses

99C-D Permitted 13.16.2 (a)

- Above Ground Floor Dwelling
- **Business Support Service**
- Community Service Facility
- Day Care Facility*
- Drive Through Service
- Eating & Drinking Establishment

- Eating & Drinking Establishment (Limited)
- Eating & Drinking Establishment (Outdoor)
- Emergency Response Service
- Home Office
- Indoor Entertainment Facility
- Indoor Recreation Facility
- Parking Facility
- Pet Care Service
- Personal Service
- Professional, Financial and Office Service
- Public Facility
- Retail Store (Convenience)
- Retail Store (General)
- Retail Store (Liquor)
- Seasonal Garden Centre (Temporary)
- Show Home
- Sign, Channel Letter
- Sign, Fascia
- Sign, Identification
- Sign, Portable
- Sign, Projecting
- Temporary Sales Centre

13.16.2 (b) 99C-D Discretionary

- Commercial School
- Government Service
- Health Service
- Outdoor Entertainment Facility
- Outdoor Recreation Facility
- Place of Worship
- Recycling Drop-off
- Service Station (Limited)
- Sign, Electric Message
- Sign, Freestanding
- Temporary Outdoor Event
- Vehicle Wash
- Veterinary Clinic
- Accessory Development to those uses listed under 13.16.2(a) and (b)

* Not permitted within apartment dwelling

13.16.3 99C-D Site Subdivision Regulations

	Interior or (Corner Site
Site Area	Minimum	180.0m ² (1,937.5ft ²)

13.16.4 99C-D Site Development Regulations

	Interior or	Corner Site
Front Setback and	Minimum	4.5m (14.8ft)
Flanking Front Setback		
Side Setback	Minimum	3.0m (9.8ft)
Rear Setback	Minimum	3.0m (9.8ft) for sites abutting a
		Non-Residential Land Use District.
		4.5m (14.8ft) for sites abutting a
		Residential Land Use District.
Site Coverage	Maximum	50%
Building Height	Maximum	4 storeys (14.0m or 45.9ft).
Floor Area Ratio (FAR)	Maximum	Non-Residential
		2.0
		Residential
		1.5
Unit Density	Maximum	150 units/net hectare
Common Amenity Area	Minimum	4.5m ² (48.4ft ²) per dwelling unit.
Private Amenity Area	Minimum	3.0m² (32.3ft²) per dwelling unit
		shall be provided for balconies.

Built Form Regulations

13.16.5 Building Height Limits

The following regulations are intended to ensure buildings are of a proportionate scale with the street and respect building heights of surrounding land uses.

(a) New development shall be in accordance with the height limits established in Figure 13.16b.

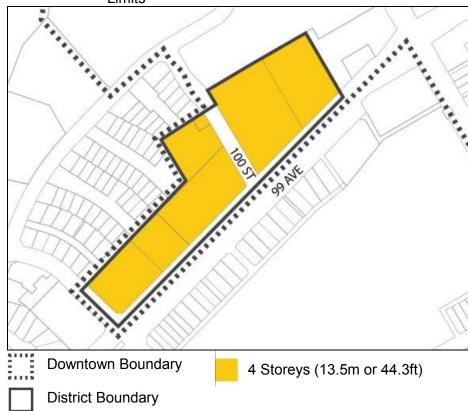


Figure 13.16b: 99 Commercial – Downtown Maximum Height Limits

- (b) The maximum parapet height for all new buildings shall not exceed 1.5m (4.9ft).
- (c) Vents, mechanical rooms and equipment, elevator, penthouses, etc. shall be integrated into the architectural treatment of building roof or screened with materials and finishes compatible with the building.

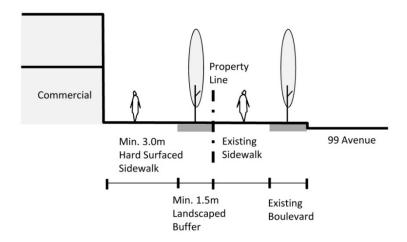
13.16.6 Street Character and Pedestrian Realm

The following regulations are intended to ensure buildings relate to human-scale proportions to improve walkability and create a pedestrian orientated character.

- (a) The front setback along 99 Avenue shall comply with the following landscaping requirements, as per Figure 13.16c:
 - i. A 1.5m (4.9ft) wide landscaped buffer zone shall be provided along the property line:
 - ii. A minimum 3.0m (9.8ft) wide sidewalk shall be provided between the building frontage and the landscaped buffer; and
 - iii. The landscaped buffer area shall include enhanced landscape treatment and should

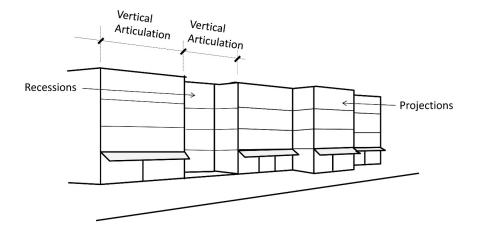
- be lined with trees at 6.0m (19.7ft) interval, but not interfere with site lines at driveways.
- iv. For new construction, parking is not permitted in the front yard.

Figure 13.16c: Front Building Setback Landscape Requirements



(b) All buildings shall be required to provide a vertical articulation in the streetwall using techniques to create visual interest along the streetface including a variety of colours, materials, projections or recessions in the building facade to avoid monotony, as per Figure 13.16d.

Figure 13.16d: Vertical Articulation and Building Entrances

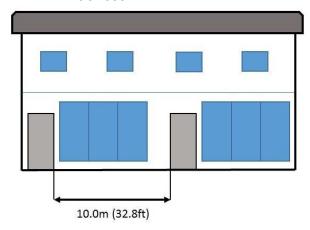


13.16.7 Pedestrian Entrances

To achieve a walkable pedestrian orientated public realm, the following regulations are intended to ensure building entrances are positioned and treated appropriately in order to create visual interest along streets.

(a) Entrances for non-residential uses should be located with a separation of no more than 10.0m (32.8ft) along building facades fronting public roadway, as per Figure 13.16e.

Figure 13.16e: Maximum Separation Distance for Non-Residential Entrances



Maximum Storefront Distance for Commercial Entrances – 10.0m (32.8ft)

- (b) Ground floor entrances for non-residential uses or a common vestibule to an apartment building shall be at level with the grade.
- (c) Entrances to non-residential uses at ground floor and residential uses above ground level shall be identifiable from each other through architectural design.

13.16.8 Ground Floor Frontages

The intent of the following regulations are to ensure active street fronts are provided adjacent to pedestrian zones.

- (a) The land uses along ground floors of all buildings in this District shall be:
 - Limited to non-residential uses along 99 Avenue, 100 Street and east side of 100 Avenue:
 - ii. Structure parking facilities shall generally be located internally on the site and shall not front 99th Avenue;
 - The rear wall of the building facing adjacent residential sites shall be architecturally treated to provide appropriate visual transition to surrounding residential uses.

13.16.9 Surface Parking, Access, Loading and Storage

- (a) Surface parking area shall be setback a minimum of 1.5m (4.9ft) from the property line with a landscape buffer between parking, loading and other hard surface areas and adjacent roadways or lanes.
- (b) Vehicular entrances shall be consolidated to serve multiple buildings in each block to minimize the number of interruptions in the street and to reduce the number of potential vehicular conflicts with pedestrians and cyclists;
- (c) Outdoor storage shall be located at the rear of building.

13.16.10 Additional Development Regulations

- (a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 - General Regulations for all Land Use Districts, Part 13 – Downtown Land Use Districts – General Regulations, Part 11 -Parking and Loading, and Part 12 – Signs.
- (b) Sites shall include connections from 99 Avenue to public pedestrian walkways to the satisfaction of the Development Authority.

13.17 PS-D – Public Services – Downtown

Figure 13.17a: Applicable Area for PS-D District



Downtown Boundary
District Boundary

13.17.1 Purpose

This District is intended to accommodate institutional uses that serve the social needs of the community within a downtown setting.

13.17.2 PS-D Permitted and Discretionary Uses

13.17.2 (a) PS-D Permitted

- Assisted Living Facility
- Assisted Living Facility Limited
- Community Garden
- Community Service Facility
- Day Care Facility
- Education (Private)
- Education (Public)
- Emergency Response Service
- Government Service
- Health Service
- Parking Facility
- Public Facility
- Sign, Channel Letter
- Sign, Fascia
- Sign, Identification
- Sign, Portable
- Sign, Projecting
- Sign, Specialty Projecting

13.17.2 (b) PS-D Discretionary

- Communication Tower
- Communication Tower (Limited)
- Funeral Home
- Group Home
- Indoor Recreation Facility
- Outdoor Entertainment Facility
- Outdoor Recreation Facility
- Place of Worship
- Professional, Financial and Office Service
- Sign, Electric Message
- Temporary Outdoor Event
- Accessory Development to those uses listed under 13.17.2(a) and (b)

13.17.3 PS-D Subdivision Regulations

	Interior or Corner Site
Site Area	At the discretion of the Development Authority.

Site Width	At the discretion of the Development Authority.
Site Depth	At the discretion of the Development Authority.

13.17.4 PS-D Development Regulations

Site and Building Criteria		
Front Setback and Flanking Front Setback	Minimum	0.0m (0.0ft)
Side Setback	Minimum	3.0m (9.8ft)
Rear Setback	Minimum	8.0m (26.2ft) for sites abutting a Residential Land Use District. At the discretion of the Development Authority for sites abutting a Non-Residential Land Use District.
Site Coverage	Maximum	60%
Building Height	Maximum	14.0m (45.9ft) for a principal building 30.0m (98.4ft) for towers or structural components of buildings not intended for human occupation. Refer to Section 13.17.5.
		Keiei 10 Section 13.17.5.

Built Form Regulations

13.17.5 Building Height Limits

The following regulations are intended to ensure buildings are of a proportionate scale with the street and respect building heights of surrounding land uses.

(a) New development shall be in accordance with the height limits established in Figure 13.17b.



Figure 13.17b: Public Services – Downtown Maximum Height Limits

- (b) The maximum parapet height for all new buildings shall not exceed 1.5m (4.9ft).
- (c) Vents, mechanical rooms and equipment, elevator, penthouses, etc. shall be integrated into the architectural treatment of building roof or screened with materials and finishes compatible with the building.

13.17.6 Street Character and Pedestrian Realm

The following regulations are intended to ensure buildings relate to human-scale proportions to improve walkability and create a pedestrian orientated character.

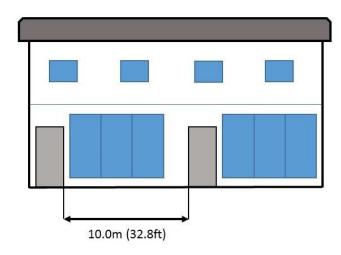
- (a) The front setback shall be hard surfaced from the City sidewalk with a consistent treatment and theme to the satisfaction of Development Authority.
- (b) Commercial uses shall be limited to ground floor only.

13.17.7 Pedestrian Entrances

The following regulations are intended to ensure building entrances are positioned and treated appropriately in order to create visual interest along streets.

 (a) Entrances for non-residential uses should be located with a separation of no more than 10.0m (32.8ft) along building facades fronting public roadway, as per Figure 13.17c.

Figure 13.17c: Maximum Separation Distance for Non-Residential Entrances



Maximum Storefront Distance for Commercial Entrances – 10.0m (32.8ft)

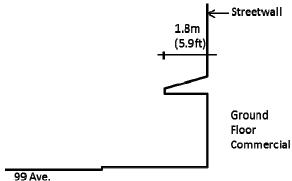
(b) Ground floor entrances for non-residential uses shall be level with grade.

13.17.8 Canopies and Weather Protection

The following regulation is intended to ensure building facades provide appropriate weathering protection to positively contribute to the public realm.

(a) A continuous weather protection of minimum 1.8m (5.9ft) width or other means of weather protection at the discretion of the Development Authority shall be encouraged at the ground floor of all building facades fronting 99 Avenue and 100 Avenue, as per Figure 13.17d.

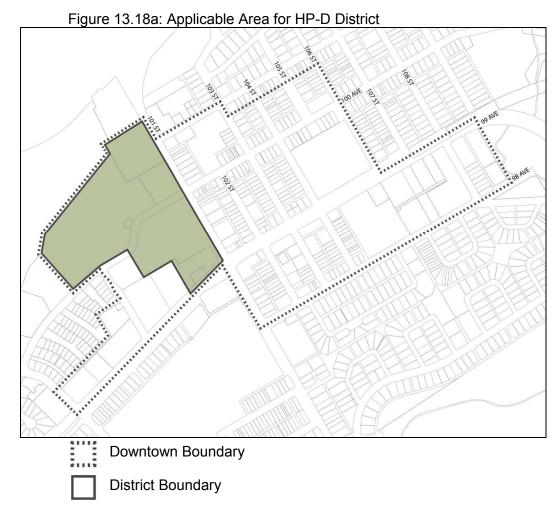
Figure 13.17d: Weather Protection



13.17.9 Additional Development Regulations

- (a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 General Regulations for all Land Use Districts, Part 13 Downtown Land Use Districts-General Regulations, Part 11 Parking and Loading, and Part 12 Signs.
- (b) Where lane access is provided, sites shall be designed to use the lane.
- (c) The siting and appearance of all buildings or improvements, and the landscaping of the site shall be to the satisfaction of the Development Authority in order that there shall be general conformity with adjacent buildings, and that there may be adequate protection afforded to the amenities of adjacent buildings and sites. The form and character of buildings shall complement adjacent residential character of the neighbourhood.
- (d) Vehicular accesses 100 Avenue, 105 Street and 106 Street to on-site parking areas within individual sites shall be minimized. Where possible, vehicular access should be provided from rear lanes.

13.18 HP-D – Historic Precinct – Downtown



13.18.1 Purpose

This District is intended to regulate development in Fort Saskatchewan's Historic Precinct. New developments shall preserve, rehabilitate and reuse existing historical resources, such as buildings and landscapes, in order to create design continuity with the existing architectural character of the Historic Precinct through respecting scale and function of the built form.

13.18.2 HP-D Permitted and Discretionary Uses

13.18.2 (a) HP-D Permitted

- Community Garden
- Community Service Facility
- Government Service
- Outdoor Entertainment Facility
- Outdoor Recreation Facility
- Parking Facility

- Public Facility
- Sign Channel Letter
- Sign, Fascia
- Sign, Identification
- Sign, Portable
- Sign, Projecting
- Sign, Specialty Projecting
- Temporary Outdoor Event

13.18.2 (b) HP-D Discretionary

- Accessory Development
 - Communication Tower
- Communication Tower (Limited)
- Eating & Drinking Establishment (Limited)
- Education (Private)
- Education (Public)
- Indoor Recreation Facility
- Place of Worship
- Sign, Electric Message
- Sign, Freestanding
- Accessory Development to those uses listed under 13.18.2(a) and (b)

13.18.3 HP-D Site Subdivision Regulations

	Interior or Corner Site
Site Area	At the discretion of the Development Authority.
Site Width	At the discretion of the Development Authority.
Site Depth	At the discretion of the Development Authority.

13.18.4 HP-D Development Regulations

	Site and Building Criteria	
Front Setback	Minimum	6.0m (19.7ft)
Flanking Front	Minimum	At the discretion of the
Setback		Development Authority.
Side Yard Setback	Minimum	3.0m (9.8ft)
Rear Yard Setback	Minimum	8.0m (26.2ft)
Site Coverage		At the discretion of the
		Development Authority.
Building Height	Maximum	14.0m (45.9ft) for a principal
		building.
		00.0 (00.45) 5 4
	Maximum	30.0m (98.4ft) for towers or
		structural components of
		buildings not intended for
		human occupation.
Floor Area Ratio	Maximum	At the discretion of the
(FAR)		Development Authority.

13.17.5 Additional Development Regulations

- (a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 - General Regulations for all Land Use Districts, Part 8 - Institutional Land Use Districts – General Regulations, and Part 12 – Signs.
- (b) On-site parking for individual parcels shall be at the discretion of the Development Authority.
- (c) General signage and way finding signage shall be consistent with the guidelines established in the Historic Precinct Site Master Plan and the Fort Heritage Precinct branding document.
- (d) The Development Authority may give regard to comments received from the Culture Department for all Development Permit applications.
- B) Delete the following under Part 11 Parking and Loading
 - 11.1.1 The requirements of this Section shall apply to all parking and loading facilities required by this Bylaw.

 Notwithstanding the requirements of this Section, specific standards specified in any Land Use District may supplement or supersede the parking and loading requirements of this Section.
 - 11.1.4 In considering a variance to the parking requirements of this Section, the Development Authority may consider a parking assessment prepared by an accredited professional which assesses the parking demand characteristics of a proposed development. Such an assessment shall be provided at the owner/applicant's expense.
 - 11.2.1 The minimum required number of vehicle parking spaces for a use shall be as set out in the tables below (Tables 3 6).
 - 11.2.8 The Development Authority may consider a reduction in the total amount of parking required for a development where a mix of uses creates staggered peak periods of parking demand. Shared parking may be considered for retail, office, institutional and entertainment uses but in no case shall shared parking include the parking required for residential uses.

- C) Replace the following under Part 11 Parking and Loading
 - 11.1.1 The requirements of this Section shall apply to all parking, loading facilities and drive aisles required by this Bylaw. Notwithstanding the requirements of this Section, specific standards specified in any Land Use District may supplement or supercede the parking and loading requirements of this Section. Parking spaces must be provided collectively for each use on a lot in an amount that complies with the regulations in this Section.
 - 11.1.4 The Development Authority may consider a reduction to the parking requirements of this Section, by considering a parking assessment prepared by an accredited professional which assesses the parking demand characteristics of a proposed development. Such an assessment shall be provided at the owner/applicant's expense. Such a reduction to the parking requirements is not a variance.
 - 11.2.1 The minimum required number of vehicle parking spaces for a use shall be as set out in Tables 11.1, 11.2, 11.3, 11.4 and 11.5.
 - 11.2.8 The Development Authority may consider a reduction in the total amount of parking required for a development where a mix of uses creates staggered peak periods of parking demand. Shared parking may be considered for retail, office, institutional and entertainment uses but in no case shall shared parking include the parking required for residential uses, except in the Downtown Districts.
- D) Add the following under Part 11 Parking and Loading:
 - 11.3 General Parking Regulations for Downtown
 - 11.3.1 Unless otherwise specified in the Land Use District, structured parking facilities shall generally be provided at locations internal to the site. If such parking facilities are located fronting a public roadway, then the following design considerations shall be utilized:
 - (a) Ground floor shall include retail uses positioned adjacent to the public realm with multiple entrances:
 - (b) Entrance to the parking facility shall be designed with special architectural treatment to maintain the integrity of retail frontage; and
 - (c) The façade of the upper storeys of the parking facility shall be designed to reflect residential or commercial building character.

- 11.3.2 All surface parking lots shall be developed in accordance with the general standards Section 11 of the Land Use Bylaw. In addition the following regulations shall apply:
 - (a) All surface parking lots shall be hard surfaced.
- 11.3.3 The Development Authority may consider granting additional Floor Area Ratio, if the applicant agrees to provide underground parking stalls to meet all parking requirements of the project. The applicant will be required to provide appropriate parking for the original and additional Floor Area Ratio in accordance with parking standards established within this Bylaw.
- 11.3.4 The Development Authority may consider a reduction in the total amount of parking required for a development where a mix of uses creates staggered peak periods of parking demand. The Development Authority may consider the preliminary shared use parking framework in Appendix E to determine an overall site peak parking requirement.
- 11.3.5 Notwithstanding 11.3.4 above, authorization to share parking spaces may only be granted by the Development Authority in the following circumstances:
 - (a) The development sites are within 100.0m (328.0ft) of each other;
 - (b) The demand for parking spaces generated by each development or use is not likely to occur at the same time; and
 - (c) An agreement is signed between the owners of the sites that are sharing the parking spaces for a period of not less than 10 years, and the agreement is registered on the Titles of the properties that are subject to the agreement.
- 11.3.6 Developments within the Downtown Districts shall be subject to the parking requirements established in Table
- 11.3.7 Landscaping for parking areas shall include one tree for each 35.0m2 (376.7ft2) of required landscaping and one shrub for each 15.0m2 (161.5ft2) of required landscaping.

Table 11.5: Minimum Parking Requirements for Downtown

Land Use Class	Minimum Number of Parking Spaces
Multi-attached and apartment dwellings with more than four dwelling units	Minimum Number of Parking Spaces Bachelor Unit – 0.75 spaces/dwelling unit One Bedroom Unit - 1 space/dwelling unit Two Bedroom Unit - 1.5 spaces/dwelling unit Three or More Bedrooms – 1.75 spaces/dwelling unit Plus 1 for every seven dwelling units for visitors
Professional, financial and office service	2 spaces / 100 m2 of GFA minimum
Eating and drinking establishment, eating and drinking establishment (limited) and eating and drinking establishment (outdoor)	1 for every 4 seats plus a minimum of 5 spaces for staff
Retail store (convenience), (general), and (liquor)	2 spaces / 100 m ² of GFA minimum
Other Non-residential	Minimum amount of off-street parking shall be as per the parking requirements specified in Tables 11.1-11.4 less 20%.

- 11.4 Bicycle Parking Requirements for Downtown
 - 11.4.1 Sites shall be designed and maintained to provide bicycle parking and amenities to the satisfaction of the Development Authority.
 - 11.4.2 The bicycle station should be located where it can be safely and conveniently located to ensure compatibility with the surrounding environment, to the satisfaction of the Development Authority.
- E) Delete the following under Part 2 Administration, Procedures and Enforcement:
 - 2.4.1 Land Use Districts and the associated District provisions are established for the City in accordance with Parts 5 through 9 of this Bylaw.
 - 2.5.4 (c) iv. Part 13 Definitions; and

- F) Replace the following under Part 2 Administration, Procedures and Enforcement:
 - 2.4.1 Land Use Districts and the associated District provisions are established for the City in accordance with Parts 5 through 9, and 13 of this Bylaw.
 - 2.5.4 (c) iv. Part 14 Definitions; and
- G) Delete Section 6.12 C4 Central Business District
- H) Delete the following under 13.2 Use Class Definitions:
 - **SIGN, PORTABLE** means a sign that can be relocated or removed from a site and is used for advertising of a limited duration. This includes any signs that are not attached to a permanent foundation. Typical signs include A-Board signs.
 - **SIGN, PROJECTING** means a sign which is affixed to or attached to a building or other structure and extends more than 0.4m (1.3ft) beyond the face of the building or structure. Typical signs include awning and canopy signs.
- 1) Replace the following under 13.2 Use Class Definitions:
 - **SIGN, PORTABLE** means a sign with a total area on one face of no greater than 4.65m² (50.1ft²) mounted on a frame or on a trailer, stand or similar support which together with the support can be relocated to another location, and may include copy that can be changed manually through the use of detachable characters. A-board signs shall be considered as a Portable Sign.
 - **SIGN, PROJECTING** means a sign which is attached to a building or structure so that part of the sign projects more than 61.0cm (2.0ft) from the face of the building or structure.
- J) Add the following under 13.2 Use Class Definitions:
 - **DWELLING, ABOVE GROUND FLOOR** means a development consisting of one or more Dwellings contained within a building where a non-residential use or uses comprises the ground or street level storey. This does not include an 'Apartment Dwelling'.
 - **SIGN, CHANNEL LETTER** means a sign where each letter, including logos, is individually shaped, providing a more sophisticated and architectural feel. As each letter is custom designed, they are manufactured to match exactly the letter style that is part of the corporate image. These signs may be used at interior as well as exterior locations.
 - **SIGN, SPECIALTY PROJECTING** means a sign that is supported by an exterior building and projects outward from the building by more than 0.4m (1.31ft). Specialty projecting signs are designed to catch the attention of those within the pedestrian zone. The copy, icon, or symbolic

message is typically perpendicular to the building façade that it is projecting from.

K) Add the following under Part 13 - General Definitions:

ACTIVE STREET FRONT means a street frontage that enables direct visual and physical contact between the pedestrian zone and the interior of the building. Clearly defined building edges including windows, entrances and store-front features contribute to an Active Street Front.

COMMON VESTIBULES means the entrance area before the lobby of an apartment building that is accessed at street level.

DOWNTOWN means the area encompassed by the Downtown Area Redevelopment Plan, excluding the Fort Mall or the area zoned C5- Fort Mall Redevelopment District, and the City Hall site.

FLOOR AREA RATIO (FAR) means a ratio calculated by dividing gross built up area of a building by the total site area.

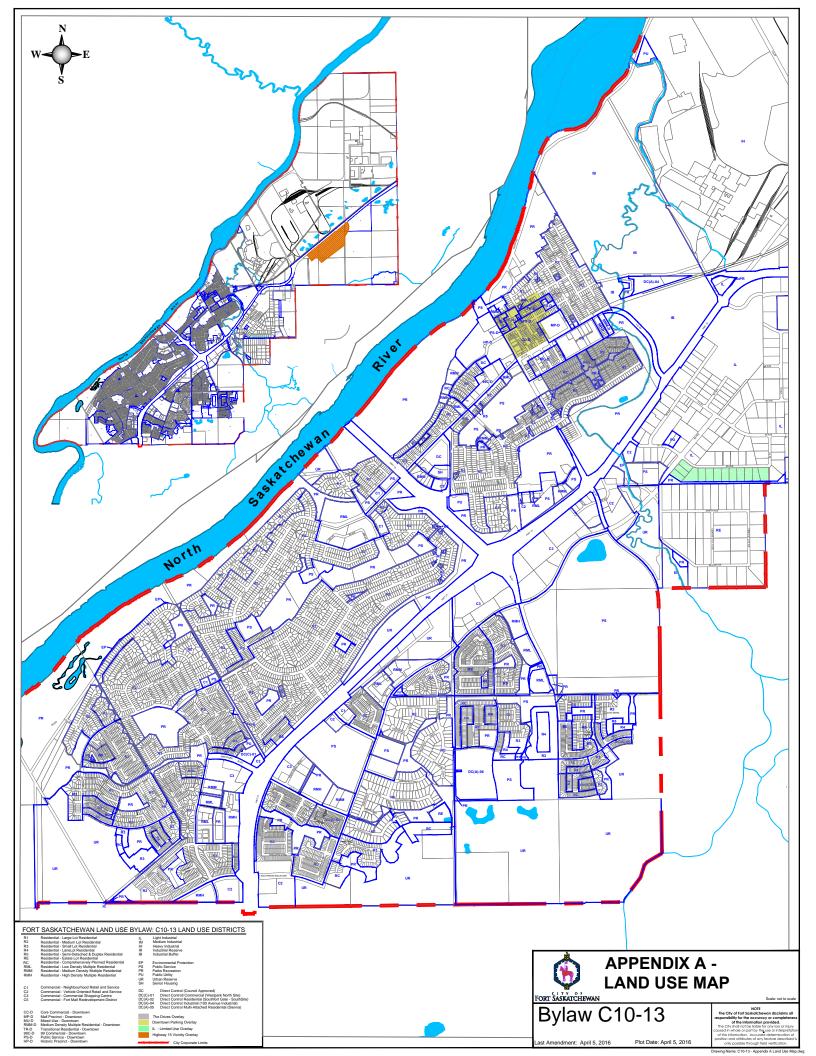
PEDESTRIAN ZONE means an area dedicated to the movement of pedestrians located between the building façade and street curb edge.

STEPBACK means a recession in the building façade from the building façade immediately below it.

STREETWALL means the exterior wall of buildings that directly abut or face towards a public right of way.

- 3) That Appendix A Land Use Map of Land Use Bylaw C10-13 be amended as shown on attached Schedule "A"
- 4) That a new Appendix E Alternative Compliance for Minimum Parking Requirements be attached to Land Use Bylaw C10-13.
- 5) If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the Bylaw is deemed valid.
- 6) This Bylaw becomes effective upon third and final reading.

READ a first time this	12 th	day of	April	A.D., 2016
READ a second time this		day of		A.D., 2016
READ a third time and pas	sed this	day of		A.D., 2016
		MAYOR		
		DIDECTOR L	TOICL AT	
		DIRECTOR, LE	EGISLAT	TIVE SERVICES
		DATE SIGNED		



Appendix E – Alternative Compliance for Minimum Parking Requirements

1. Table 9 presents a preliminary shared use parking framework for lands located within the Downtown Districts. The framework identifies a series of complementary land uses and their typical peak period parking demands which can be used to determine an overall site's peak parking demand period and parking requirement.

Table 9: Preliminary Determination of Shared Parking Requirements

Land Use		Weekdays			Weekends	
	2:00 AM	7:00 AM	6:00 PM	1:00 AM	7:00 AM	6:00 PM
	to 7:00	to 6:00	to 2:00	to 7:00	to 6:00	to 1:00
	AM	PM	AM	AM	PM	AM
Professional Office	10%	100%	15%	5%	10%	5%
Health Services	5%	100%	15%	5%	80%	5%
Financial Institution	5%	100%	15%	5%	80%	5%
Hotel						
Restaurant /Lounge	40%	70%	100%	50%	70%	100%
Guest Rooms	100%	60%	100%	100%	60%	100%
Conference Rooms	0%	100%	100%	0%	100%	100%
General Retail	0%	100%	75%	0%	100%	50%
Restaurant	50%	70%	100%	50%	70%	100%
Theatre/ Entertainment	0%	50%	90%	0%	70%	100%
Residential	100%	50%	90%	100%	75%	90%

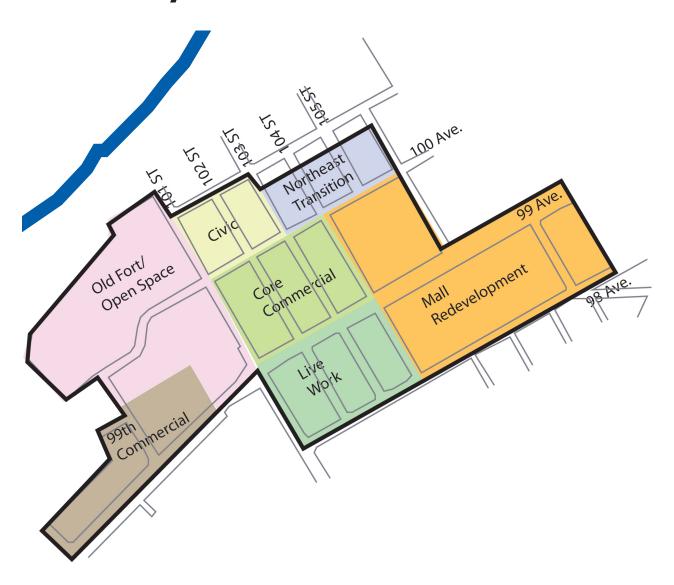
- 2. In order to determine the parking requirements for a mixed-use complex:
 - (a) Calculate the number of parking spaces required for each individual land use as if it were the only land use within the development. The basic parking requirements would be based on the parking requirements identified in Table 3 of the Bylaw;
 - (b) Calculate the number of parking spaces required for each individual land use for all six time periods based on the percentage of use;
 - (c) For each time period, total the number of spaces required for all applicable land uses, and;
 - (d) Identify the time period with the highest total parking requirement. The number of spaces identified represents the shared parking requirement.
- 3. In reviewing an Alternative Compliance Parking Plan, the Development Authority shall consider:
 - (a) The number of employees occupying the building or land use and the number of expected customers or clients;

- (b) The availability of nearby on-street parking (if any), the availability of shared parking with abutting, adjacent or surrounding land uses (if any), and/or the provision of purchased or leased parking spaces in a municipal or private parking lot meeting the requirements of the City, and
- (c) Any other factors that may be unique to the development.
- 4. The Development Authority may approve an Alternative Compliance Parking Plan if it:
 - (a) Does not detract from continuity, connectivity, and convenient proximity for pedestrians between or among existing or future land uses in the vicinity;
 - (b) Creates no physical impact on any facilities serving alternative modes of transportation;
 - (c) Creates no detrimental impact on natural areas or features; and
 - (d) Maintains the ratio of parking spaces for persons with physical disabilities.

City of Fort Saskatchewan

Downtown Land Use Bylaw Update

Summary of Stakeholder Consultation









INTRODUCTION

Extensive public engagement initiatives were conducted in 2014 by the City to engage a variety of stakeholders and community members. A summary of stakeholder participation in different engagement methods utilized is provided below:



Stakeholder engagement methods were advertised in various ways:

Online Survey

Local Newspapers, Mix 107.9 FM, City Website, Factebook, Twitter, Direct Email to; Downtown Business owners with email provided for business licensing, Downtown Business Council & Chamber of Commerce, direct email to those who expressed interest or had inquiries about the downtown regulations/development.

One-On-One Interviews

Invitations to those who; expressed prior interest in development/redevelopment in the downtown, own larger land holdings in downtown, owners of vacant lots.

Director's Forum

All City Directors were invited.

Precedent Municipalities

Those who have underwent the process of developing regulations specific to their downtowns, similar in size, region or similar challenges (Airdrie, Fort McMurrary, Red Deer and St. Albert).

Stakeholder Workshop

Direct email to; Downtown Business owners with email provided for business licensing, those who have recently redeveloped or expresses a desire to redevelop, participants from the One-On-One Interviews, selected City Directors, direct email/phone calls to residents who are involved in the community and live in the downtown or expressed interest in this process.

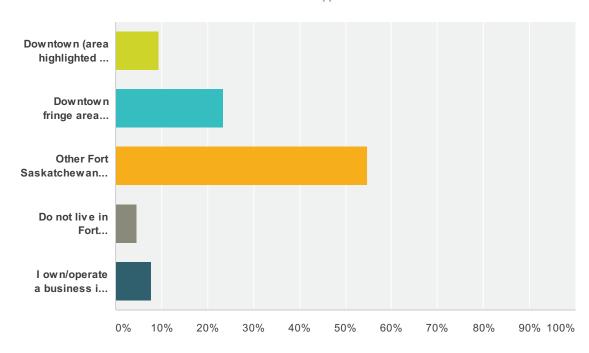
Public Open House

Local Newspapers, Mix 107.9 FM, City Website, Facebook, Twitter, Direct Email to; DBC and Chamber of Commerce, Email to businesses in the downtown with email provided in our data base, Email to those who expressed interest or had inquired into the process or downtown regulations/development in general.

ONLINE SURVEY RESPONSES

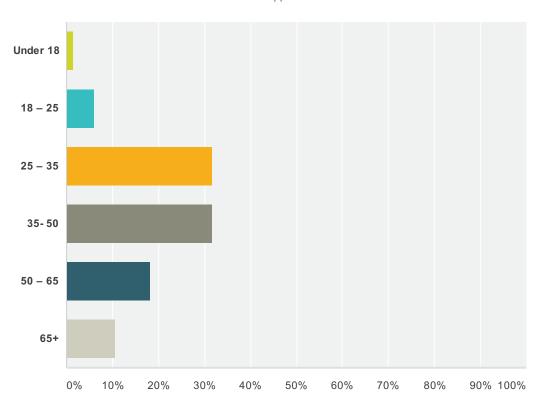
2014

Q1 What area do you live in Fort Saskatchewan? (please refer to map below)



Answer Choices		
Downtown (area highlighted in red)	9.38%	6
Downtown fringe area (area highlighted in orange)	23.44%	15
Other Fort Saskatchewan neighbourhoods (area highlighted in grey)	54.69%	35
Do not live in Fort Saskatchewan	4.69%	3
I own/operate a business in Fort Saskatchewan but don't reside there		5
Total		64

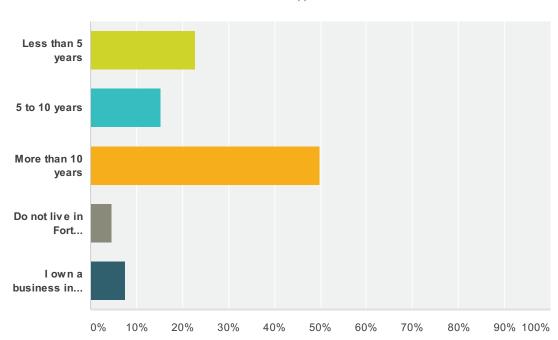
Q2 What is your age group?



Answer Choices	Responses
Under 18	1.52% 1
18 – 25	6.06% 4
25 – 35	31.82 % 21
35- 50	31.82 % 21
50 – 65	18.18% 12
65+	10.61% 7
Total	66

Q3 How long have you been living in the City?

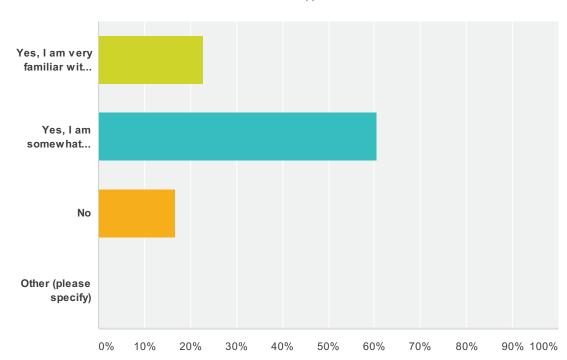




Answer Choices	Responses	
Less than 5 years	22.73%	15
5 to 10 years	15.15%	10
More than 10 years	50.00%	33
Do not live in Fort Saskatchewan	4.55%	3
I own a business in Fort Saskatchewan but don't reside there	7.58%	5
Total		66

Q4 Are you aware of the Downtown Area Redevelopment Plan (DARP)?

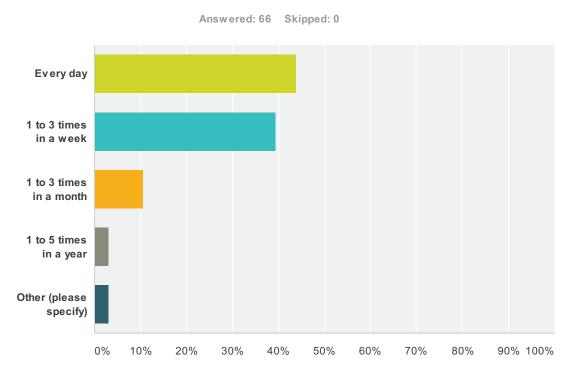




Answer Choices	Responses	
Yes, I am very familiar with it.	22.73%	15
Yes, I am somewhat familiar with it.	60.61%	40
No	16.67%	11
Other (please specify)	0.00%	0
Total		66

#	Other (please specify)	Date
	There are no responses.	

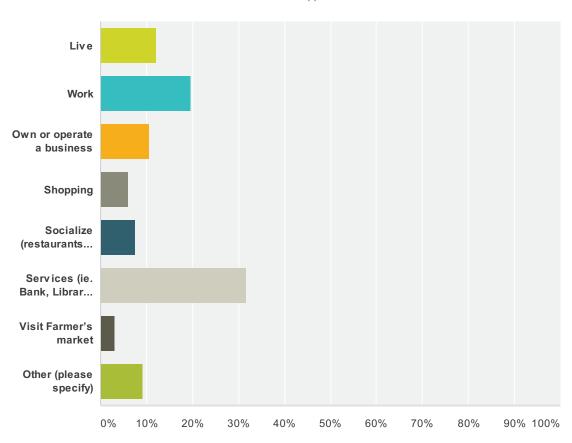
Q5 How often do you visit downtown?



Answer Choices	Responses
Every day	43.94% 29
1 to 3 times in a week	39.39% 26
1 to 3 times in a month	10.61% 7
1 to 5 times in a year	3.03% 2
Other (please specify)	3.03% 2
Total	66

#	Other (please specify)	Date
1	Daily - live in the area	2/6/2014 12:00 PM
2	few times a week in the summer to few times a month in the winter	1/31/2014 3:51 PM

Q6 What is the main reason for your downtown visits?

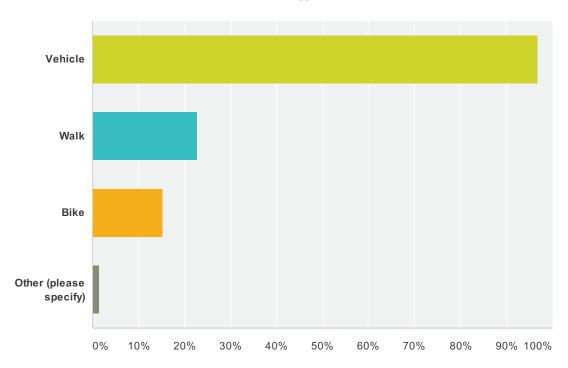


Answer Choices	Responses	
Live	12.12%	8
Work	19.70%	13
Own or operate a business	10.61%	7
Shopping	6.06%	4
Socialize (restaurants/cafes)	7.58%	5
Services (ie. Bank, Library, City Hall etc.)	31.82%	21
Visit Farmer's market	3.03%	2
Other (please specify)	9.09%	6
Total		66

#	Other (please specify)	Date
1	child care	3/7/2014 12:29 AM
2	chiropracter, yoga classes, ms meeting	2/15/2014 6:24 PM
3	shopping, farmers market, socialize	2/14/2014 5:50 PM
4	Several of the above reasons.	2/5/2014 11:55 AM

5	My son attends a martial arts class, guitar lessons, I use services(bank,etc) and my in-laws in near downtown. We also see the Fort Sask vet clinic regularly and Mike's Barber Shop.	1/30/2014 6:35 PM
6	gymnastics club	1/29/2014 2:12 PM

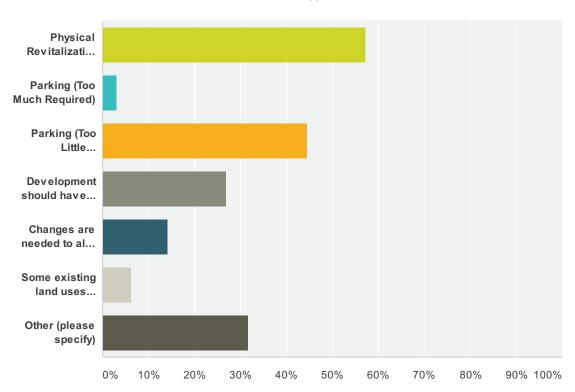
Q7 What mode of transportation do you use to get downtown? (You may choose multiple options)



Answer Choices	Responses
Vehicle	96.97% 64
Walk	22.73% 15
Bike	15.15% 10
Other (please specify)	1.52% 1
Total Respondents: 66	

#	Other (please specify)	Date
1	Walk mostly but also use a vehicle	2/6/2014 12:00 PM

Q8 Please identify what you feel are the key issues facing the downtown? (You may choose multiple options)

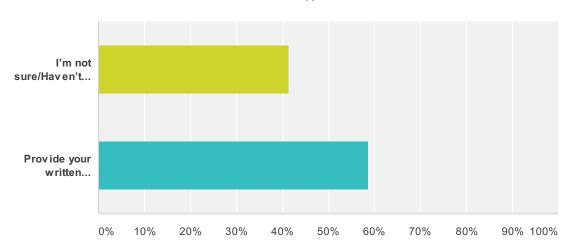


Answer Choices		Responses	
Physical Revitalization (Beautification)	57.14%	36	
Parking (Too Much Required)	3.17%	2	
Parking (Too Little Available)	44.44%	28	
Development should have more architectural regulations	26.98%	17	
Changes are needed to allow different land uses which are currently not allowed (please specify below)	14.29%	9	
Some existing land uses should not be allowed (please specify below)	6.35%	4	
Other (please specify)	31.75%	20	

#	Other (please specify)	Date
1	Tax benefits should apply to downtown business versus new developments	3/11/2014 10:27 PM
2	Continue to focus on those projects that attract people to work, live, gather in the downtown.	3/8/2014 11:41 AM
3	keep industrial type activities out in future development (such as auto servicing), try to keep a bit of a common theme or style (boutique shops, pedestrian friendly). One of my major suggestions is to search for ways to get rid of the angle parking as it is hazardous to motorists and pedestrians alike (with limited visibility) drivers blind while backing up when taller vehicle beside them.	3/7/2014 12:29 AM

4	Should allow garage suites / garden suites on limited basis (i.e. similar requirements to basement suites) Large "estate" style homes should not be permitted Identification of historic houses and buildings / preservation	3/3/2014 3:20 PM
5	Stores close too early and too often.	2/25/2014 1:28 AM
6	Needs more small businesses to create a 'destination', such that visiting the downtown can be an activity whe people browse shops, stop for a coffee, etc. (not where you drive to one shop, park in front, go to one shop and then leave)	2/17/2014 12:17 AM
7	Lack of businesses. Too many are being developed across the highway. Empty buildings not being used. Parking is encroaching on residential areas eg. Courthouse traffic for one. Many businesses in the downtown area do not encourage pedestrian traffic nor are they attractive to the area. Condensing of residential areas will increase parking issues. People are already not properly utilizing their back alley access in this regard.	2/6/2014 12:00 PM
8	Again several of the above. Parking can be restrictive and is poorly marked. Changes are needed to existing land use especially in the area of what's allowed in in-fill developments. For the business area a higher density should be considered also.	2/5/2014 11:55 AM
9	need more stores/ chain stores down town	2/2/2014 5:04 AM
10	Nothing for me to go downtown for, only banks, need more shopping that isn't specialized.	2/1/2014 6:35 PM
11	more businesses are needed other than restaurants	1/31/2014 3:51 PM
12	Public parking should be prioritized especially adjacent to City Hall. Parking spots dedicated for city employee use presently take up to much of the space available.	1/31/2014 3:42 PM
13	This "Downtown" is no longer the core of the city.	1/31/2014 3:04 PM
14	key issues - reasons to come downtown and car and fast food mentality	1/31/2014 12:35 PM
15	Too many of the same type of businesses in small area. Trinket shops are not a use for residents of Fort Saskatchewan more than once or twice a year. I personally in the last eight years have not purchased more than one item from all of those little shops. Two Chinese food restaurants a few doors down from each other. I would love to see the bars from downtown disappear! Would love to take walks there on summer nights but don't because of the location of the bars. More lounges or nice restaurants. Not a lot of places for my husband and I to go on a date. We don't do the bar scene. Downtown Fort Sask has the potential to be so functional and beautiful!	1/30/2014 6:35 PM
16	With development on the east side of Highway 21, the downtown core is no longer considered the major commercial core of the city. The Fort Mall development should be a key factor and the city should work with mall developers to revitalize the current facility and make it a focus point of the city.	1/30/2014 1:45 PM
17	May seem trivial, but I hate driving downtown, I actually avoid it if I can, and shop elsewhere because of it most of the lights are sync'd to Red. You can't drive the speed limit and get there in a reasonable amount of time.	1/29/2014 5:21 PM
18	Some quality businesses that make people want to come downtown	1/29/2014 12:26 PM
19	More public gathering places in the core in addition to Legacy Park. The worker in the downtown would benefit form small pocket parks to gather of lunch and meetings in the summer. More shared parking taking advantage of site use timing. The Church only need sparking on select days and times for example then the space could be used to accommodate other events	1/28/2014 6:09 PM
20	create density, duplexes	1/28/2014 4:27 PM

Q9 In your opinion, what would improve or enhance the quality of life in downtown?



Answer Choices	Responses	
I'm not sure/Haven't thought about it	41.27%	26
Provide your written suggestions (Please explain)	58.73%	37
Total		63

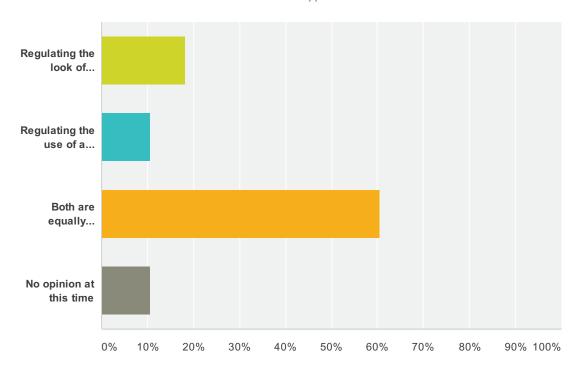
#	Provide your written suggestions (Please explain)	Date
1	The downtown of the City tends to define the city and the overall feel. Our downtown is lacking character buildings. It seems to have more of the 70's brownstone and architectural guidelines to have new building in place with character might bring unique business: coffee shops, fun retail. The road system is narrow with the current parking-it would be nice if there was space for a large parking space close to downtown and the main street was foot traffic-probably wouldn't fly with a lot of business owners and residents.	3/14/2014 1:28 PM
2	More meeting places such as coffee houses; also more small businesses such as clothing, giftware, crafts.	3/14/2014 12:50 PM
3	DT mall redevelopment is a great opportunity to revitalize that part of the city. If some form of high density housing is included it will really help with revitalization and may create opportunities for new retail that would not have otherwise located there.	3/8/2014 11:41 AM
4	get rid of angle parking for wider boulevards with parallel parking and small parking lots	3/7/2014 12:29 AM
5	Beautification, new buildings, new businesses.	3/6/2014 7:09 PM
6	Encourage diverse housing types and businesses and preservation of older homes and historic features in order to attract a variety of demographics, especially more families. Encourage or coordinate smaller events ('block-party') so that people can get to know their neighbours (compared to the larger, more crowded big events)	3/3/2014 3:20 PM
7	Increased effort to draw more businesses to the downtown area, including big name stores (e.g., Target, Chapters, etc.). A large, well-known business would draw many new customers to the downtown core who may have never visited downtown. This would increase the amount of traffic for small businesses whose marketing doesn't reach the new audiences who are, initially, solely drawn to the big name business.	2/26/2014 10:48 PM
8	Less hair salons and more variety of stores with longer hours	2/25/2014 1:28 AM
9	Better streetscapes. More people	2/22/2014 12:00 PM
10	Revitalize	2/22/2014 2:05 AM

11	Shopping and resturants	2/20/2014 10:54 PM
2	Needs more small businesses to create a 'destination', such that visiting the downtown can be an activity whe people browse shops, stop for a coffee, etc. (not where you drive to one shop, park in front, go to one shop and then leave)	2/17/2014 12:17 AM
13	More Live/Work buildings. A 10 story tower with a mix of residential, businesses, services and retail. Much more retail. More restaurant patio dining experiences. More trees. Enforcement of parking time limits so everyone has a chance to access the businesses they wish to (business owners and their staff park elsewhere other than the street)	2/14/2014 6:38 PM
14	Ensuring that business owners and other property owners clean up there junk (behind the fort gas land, laundromat, and the fort town houses most noticeable). down town needs to choose if its going to modernize or go older styling. Also a 4-5 story apartment building with underground parking (similar to your "mixed use building" picture in the other question, would guarantee use of down services.	2/14/2014 5:50 PM
15	Attraction of services or commercial development with appropriate parking	2/11/2014 3:28 PM
16	Give incentives for residents to improve their downtown homes. Obvious rental properties need to addressed in this regard. Tearing down and rebuilding is not always the answer either. The older homes add to the pleasing look of the downtown area if kept up. More business are needed to encourage people to shop on this side of the highway. Empty buildings need to be filled. You should be able to do all of your business on this side of the highway instead of having to drive back and forth. More attractive businesses need to be on 100 Ave. that encourage pedestrian traffic and browsing. Appliance/mechanical repair, lawyers, insurance companies, other professionals, should be on the side streets. The speed limit of 50 km/h is too high for 100 Ave. There are too many pedestrians crossing the streets and getting out of vehicles and vehicles crossing through intersections to go any faster than 30 during weekdays and Saturday and sometimes even that is too fast. Back alleys behind businesses in the downtown area are not attractive nor being used efficiently for parking. If people cannot park within a reasonable distance from a business such as a hair dresser, etc. if they are only doing that, then they will find a more suitable location for that type of appointment. I do not agree with the residences over top of ground level businesses. This is a waste of prime space. There is not adequate parking at this point in time for these residences and they take up commercial parking spots.	2/6/2014 12:00 PM
17	Give us a shopping Mall	2/5/2014 3:45 PM
18	Niche businesses to encourage more people downtown and encouragement to developers to build higher density properties to encourage more people to live in the area which would allow for more pedestrian traffic downtown.	2/5/2014 11:55 AM
19	There doesn't seem to be a whole lot of services to access. Higher end restaurants and shopping. Maybe a yoga studio. I think the challenge are the buildings are very rundown and unappealing. But I would love to see a type of "whyte ave" vibe in the downtown and I think fort Saskatchewans growing population would support it.	2/5/2014 12:00 AM
20	The special events held downtown are great. The biggest challenge is parking, but everyone knew that before the City Hall was changed. That problem was ignored, so the challenge will only get bigger once the downtown gets busier.	2/3/2014 5:04 PM
21	Better seasonal decor. It should be a welcoming spot with nice lighting during winter with winter decor and shops open later at least once a week to make it a destination. During summer fresh flowers and music. Something to make me want to spend time walking around there. At the moment there isnt much that does that.	2/3/2014 4:09 PM
22	Need more shopping for the average person , and the face of a building doesn't make the inside better	2/1/2014 6:35 PM
23	more residential, more density-residential above commercial, more trees along side streets to match 100 Ave, better linkages to river valley-could be done with landscaping, encourage business owners to utilize parking behind their businesses for staff parking to allow on street parking for customers, city may need to invest in another parking lot to assist business attraction	2/1/2014 3:00 PM

24	I like that the mall will be open again, altho I feel a mall in the truest sense of the word would've been better. When we enjoy our 6 months of winterIt would be nice to have a place to go that has food and shops. A place you could spend a few hours in, rather than a strip mall where its in and out and then a drive to go get lunch. I Love the Downtown area. Its clean, quiet, great for walking from store to store. Lower speed limit35-40 max. ALL of downtown area. 109st to 101st and 98ave to 102ave. Speed is currently 50. Too fast. Legal to do 50but whether in winter in icy conditions, or summer with increased pedestrians, very dangerous to do 50.	2/1/2014 10:44 AM
25	More businesses occupying the vacant spots.	1/31/2014 8:14 PM
26	Further beautification - trees, planters and quality street furniture. Stricter architectural regulation.	1/31/2014 3:42 PM
27	The mall, old safeway site, existing sobeys site, old shoppers drug mart site are the major sites downtown. These are or are starting to lose merchants and are not being maintained.	1/31/2014 3:04 PM
28	Attracting a variety of business downtown - a great coffee shop is needed	1/31/2014 2:55 PM
29	Improve the roadside parking downtown. Installing concrete barriers along the streets makes it hard to park and vehicles are out towards the centre of the road because of the "oversized, pedestrian friendly" sidewalks that are not needed/used.	1/31/2014 1:58 PM
30	Better shops and better hours	1/31/2014 1:56 PM
31	get an Espresso/Coffee/Lunch and Lounge place with some sophistication and aesthetically pleasing,and visibility and ambience, and they will come. I moved here from Vancouver; we bought a house in old Fort, love it. But there is NO place to go and very little street culture. Even the chairs and table outside donair shop is very nice, and blue poppy storefront. Hope that the Cooperators can actually finish their building, and that the empty storefront on corner can be filled	1/31/2014 12:35 PM
32	A back alley grant program to allow business owners to place murals behind their businesses. Too many back alleys are visible to visitors driving through downtown, especially the back alley on the south side of 100th Avenue. Yes, they're alleys. But they're also still part of the visual clutter and aesthetic feel of downtown.	1/31/2014 3:25 AM
33	Nice restaurants, useful shops ie: clothing, shoes, sports, bookstore! Natural Foods, toy store	1/30/2014 6:35 PM
34	More modern businesses better layout too many gaps of old businesses and closed ones. Downtown looks tired.	1/29/2014 12:18 AM
35	It has life. It is very busy during the day and the addition of new restaurants has increased traffic in the evenings	1/28/2014 6:09 PM
36	Make it more walkable but with parking spaces nearby. Add more greenery.	1/28/2014 4:12 PM
37	A specialty coffee shop would be nice. A big name coffee vendor may bring more people to the downtown.	1/28/2014 3:49 PM
	·	

Q10 In your opinion, which of the following is more important to improve the unique character of each downtown precinct?

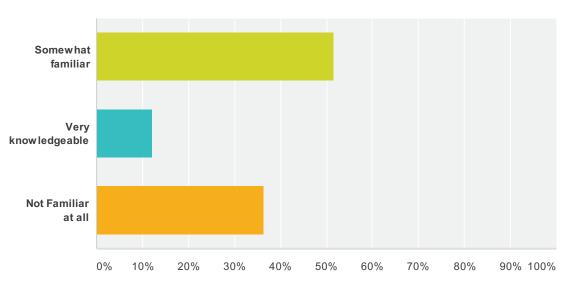




Answer Choices		s
Regulating the look of buildings (Architectural standards, building materials, landscaping etc.)	18.18%	12
Regulating the use of a building (Retail stores, residential, services, drinking establishments etc.)	10.61%	7
Both are equally important	60.61%	40
No opinion at this time	10.61%	7
Total		66

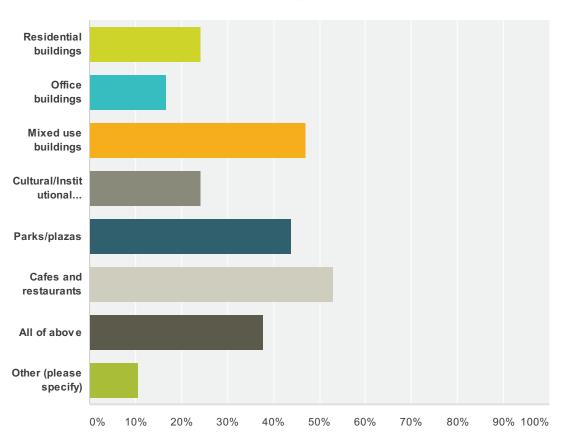
Q11 Are you familiar with the existing land use districts, their regulations and related development standards applicable in the downtown area?





Answer Choices	Responses	
Somewhat familiar	51.52%	34
Very knowledgeable	12.12%	8
Not Familiar at all	36.36%	24
Total	6	66

Q12 What type of land uses or businesses do you feel would encourage walkability and vibrancy of the downtown? (You may choose multiple options)

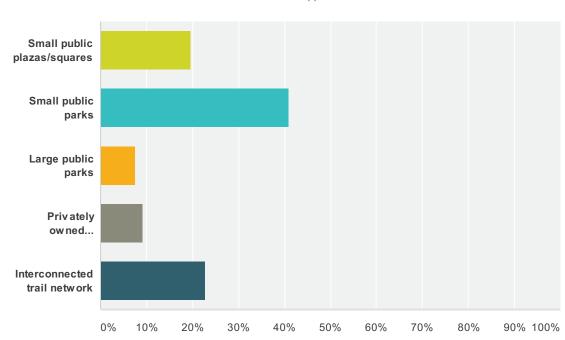


Answer Choices	Responses	
Residential buildings	24.24%	16
Office buildings	16.67%	11
Mixed use buildings	46.97%	31
Cultural/Institutional buildings	24.24%	16
Parks/plazas	43.94%	29
Cafes and restaurants	53.03%	35
All of above	37.88%	25
Other (please specify)	10.61%	7
Total Respondents: 66		

#	Other (please specify)	Date
1	A healthy mix	3/3/2014 3:20 PM
2	Recreational (e.x., the new bowling alley; rock climbing club, etc.)	2/26/2014 10:48 PM

3	unique retail	2/6/2014 12:00 PM
4	Small shops	2/3/2014 4:09 PM
5	Just plain shopping, , their is nothing downtown for us but banks, like giant tiger type of stoes	2/1/2014 6:35 PM
6	more like a white ave feel	1/31/2014 1:56 PM
7	Diversity of land uses in key to vitality	1/28/2014 6:09 PM

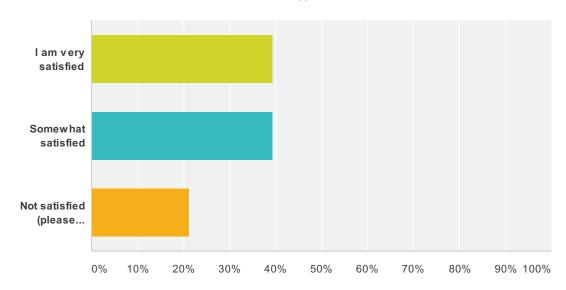
Q13 What form of open space would you prefer in downtown?



Answer Choices	Responses	
Small public plazas/squares	19.70%	13
Small public parks	40.91%	27
Large public parks	7.58%	5
Privately owned publically accessible open spaces	9.09%	6
Interconnected trail network	22.73%	15
Total		66

Q14 How do you feel about the recent improvements in the downtown since the DARP was adopted? i.e. Signage, streetscapes, street furniture, lights, store front improvement program etc.

Answered: 66 Skipped: 0

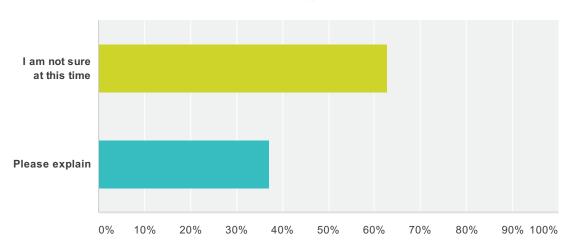


Answer Choices	Responses
I am very satisfied	39.39% 26
Somewhat satisfied	39.39% 26
Not satisfied (please explain)	21.21% 14
Total	66

#	Not satisfied (please explain)	Date
1	No parking available for larger vehicles, streets to narrow for todays traffic. The improvements look nice, but are not beneficial.	3/7/2014 12:20 PM
2	I would like to say "Somewhat Satisfied" but it won't let me add detail. The overall look is very nice and it is good to see some new, successful businesses and store front improvements. However, i DO NOT like the silly decorative signs that are hard to read and 100 AVE is really over-lit. The new park by the ice cream stand is beautiful. Too bad their aren't flowering shrubs in the beds from 101 ST to 103 ST (as there are from 103 ST on)	3/3/2014 3:20 PM
3	Waste of money	2/25/2014 1:28 AM
4	i noticed since the remake of the downtown 100 avenue from 101 to 104 there is less parking on the street but it is good that you do have the lots for free parkingbut it does look better and has a newer look to it	2/23/2014 10:35 PM
5	Every but the signage is good, not sure the signage was necessary	2/17/2014 12:17 AM
6	Our planners seem to be capitivated by the ideas presented in summer settings. Unfortunately these don't work in the winter - our longest season. The sloping sidewalks are a double edged sword downtown for example. While they allow easier access to the sidewalk for handicapped they also pose a slipping hazzard in the winter months. The tree bowls in the winter are dangerous because the bottom are filled with snow and could cause accidents if people step in them.	2/5/2014 11:55 AM

7	I do not like the looks of the 2 new signs that are on either end of 99Ave (tacky/cheap looking). The new benches, lights, and signage downtown look fantastic.	2/3/2014 5:04 PM
8	Roads too narrow if meeting bigger vehicles, in winter can't tell where the jutted out sidewalk is.	2/1/2014 6:35 PM
9	The large billboards saying welcome to downtown are a waste of money. Would have been better utilized putting it towards heating sidewalks so seniors and pedestrians can walk around downtown in winter.	1/31/2014 6:57 PM
10	Requires a review of statistics to determine success of recent improvements. Important stats include tax revenue year to year, a metric of the number of visits downtown (ie: traffic counts, pedestrian counts), business licenses downtown. If the ROR is greater than 15% on the money invested, I would call the improvements a success.	1/31/2014 3:04 PM
11	Improve the roadside parking downtown. Installing concrete barriers along the streets makes it hard to park and vehicles are out towards the centre of the road because of the "oversized, pedestrian friendly" sidewalks that are not needed/used. The lack of parking around the new city hall is ridiculous. There was no thought about the number of vehicles that would be parking in the area. This would include employees, visitors to the city hall and library and Pioneer House as well as other people trying to access downtown for the many restaurants and businesses. What's with the ugly barricades at the main road into city hall. I hope there are plans to improve the look.	1/31/2014 1:58 PM
12	street sign changed seems a waste of time and money, same people wanted who wanted to save jai thank goodness that is gone.	1/31/2014 12:35 PM
13	Money could have been spent better	1/30/2014 4:21 PM
14	The improvements don't cause me to want to come downtown. No one I know of goes downtown because of them. The improvements didn't have the desired outcome, which makes then a waste of money.	1/29/2014 5:21 PM

Q15 Are there any other land development related comments or suggestions you would like to share with us about the downtown?



Answer Choices	Responses
I am not sure at this time	62.90% 39
Please explain	37.10% 23
Total	62

#	Please explain	Date
1	Really need to incorporate/connect our river valley to the downtown by developing easily accessible park & recreational areas.areas. Make the DT a place people want to gather - more festivals and events.	3/8/2014 11:41 AM
2	Lets get it cleaned up and encourage new business to come in.	3/6/2014 7:09 PM
3	Diversity of housing and business is important - it would be unfair to prohibit certain uses, such as gas station or tavem, because they might be 'unsightly' they provide a valuable service and loss of service hurts quality of life. As long as things are regulated to keep from becoming a terrible mess or attracting crime, I like the variety of high-end and low-end businesses we have. Be careful about architectural controls. Size and scale are important - the building needs to 'fit-in' and obviously we don't want cinderblock or metal 'industrial' looking buildings but don't encourage or require buildings to have a certain style or look. Our downtown is a mix of a whole lot of styles from a lot of different time periods, and that is what makes it unique and special. My house is from the 20s, my neighbour's house if from the 70's, and it works just fine. DO NOT force people (houses or businesses) to have a FAKE historic look	3/3/2014 3:20 PM
4	Would like to see more pull for businesses to enter the downtown area instead of opening/moving south of the highway/newer areas.	2/26/2014 10:48 PM
5	Downtown will not be the retail core of Fort Sask in the future. The retail core is where it should benear the center of the City, where it is now (Hwy 15/21 Southfort) Don't try to force people to travel downtown to shop. Don't compare Fort Sask to other cities with a central downtown core (like Edmonton). Our geography is different, downtown isn't a 'core'. Encourage residential infill (old mall, and other pockets of empty or under-utilized land) and the 'right' amount of commercial activity will follow. Keep up with beautification efforts, nobody wants to live near or visit a dumpy area. Younger, vibrant families will move to attractive areas.	2/25/2014 10:59 PM

6	The downtown is fantastic. Love the grid streets and the tree lined. Love that I can walk to a pub with my friends (although it would be nice if there were a few more options). Could really use a coffee shop. The only thing that is missing from the downtown is the people.	2/22/2014 12:00 PM
7	Use and development in the downtown would benefit from New development and renovations in the downtown fringe area. This would put families in walking distance to the downtown and help the revitalization. Consideration should be made of ways to encourage such development. We are currently building in the downtown fringe area and have found it to be very cumbersome process, and would not necessarily recommend that others build in that area based on our experience.	2/17/2014 12:17 AM
3	Hurry up on the new mall project! Also, either tear down or put up a REALLY tall fence in front of those disgrace run down fort town house rentals. There is no denying that something needs to be done there! down town related or not I avoid that area whenever possible, so I surely wouldn't be inclined to go to a business in close proximity to that.	2/14/2014 5:50 PM
9	The benches that are on 100 Ave. are very attractive but they should be maintained by shop owners or the city during the winter months as well. For example during the Santa Claus parade, most of them were covered with snow unless they had been cleared by shop owners and were not useable. People that brought their own chairs had some where to sit or else people had to stand. There should be more garbage and recyle containers on comers. Before more areas of development are looked at, the empty buildings and mall areas and unsightly businesses should be addressed. Maintaining some of the older buildings if possible, for example older homes, as businesses can add to the atmosphere of the historic downtown would be attractive. Address the issue of why businesses are opening and then closing? Is the rent too high? Are they inconvenient? Do they not get enough business and why not? I have heard criticism from some downtown shop owners about other downtown businesses (too expensive, etc.) and they should be working together for the good of all. Each unique business attracts more clientele. Care should be taken to ensure that businesses on not detract from surrounding residential properties. This applies to the look, increase in parking issues, noise, lack of privacy, etc. If a residential property is compromised in this way the property value decreases and it is not fair to the owner. Their property taxes should be decreased if this is happening. Reselling of the property at a reasonable return will be difficult. If the property is sold then it will most likely become a rental property which leads to disrepair. This should be discouraged. There is no incentive for current owners to maintain or improve their properties if there is a likely chance that their property will lessen in value because of changes around them. Incentives should be given to people that improve or maintain their homes in an attractive manner instead of always just increasing their taxes if they do. Residences are important in the downtown area as	2/6/2014 12:00 PM
10	I will wait to see if our city will take construction action on a comprehensive plan or will we end up just putting window dressing on the downtown and try to satisfy everyone with everything while accomplishing very little.	2/5/2014 11:55 AM

11	I like the way Legacy Park is currently set up. The large open park with the great trees is perfect to hold the special events in the Fort. I hope there is no plans to clutter and reduce the size of Legacy Park. I say this because I am confused by the question about the best size of park the	2/3/2014 5:04 PM
	downtown should have.	
12	keep up the great work that has been done to date. The city has to be committed to this for the long haul, not think that 100 Ave was it.	2/1/2014 3:00 PM
13	As a Mom, I love our Legacy and Tumer Park. I hope they remain the open gathering places they are now. I think Tumer Park could use an upgrade to the Playgrounds, but it is nature at its finest down there. I hope a second campground is offered in westpark.perhaps with more long term tennantsI feel our campground in Turner Park is just perfect the way it is, and would hate to see the adjoining wooded area destroyed to make more room for campsites. My children and I go on nature hikes numerous times yearly. We see tadpoles, frogs, salamanders, birds, rabbits, deer etc (Downtown is not the place for a campground really) Thank You for encouraging Feedback. Another reason I Love Fort Saskatchewan.	2/1/2014 10:44 AM
14	Downtown needs to be available for all types of residential, commercial and even some light industrial uses. Restrictions to uses inhibit growth.	1/31/2014 3:04 PM
15	The improvements made to the downtown look great but we jneed more businesses that would attract people on the evenings and weekends.	1/31/2014 2:55 PM
16	When doing survey's it would be best to allow for multiple answers to more questions. In particular questions 6 and 13	1/31/2014 1:58 PM
17	Really feel better parking at city hall it is horrible during the weekdays	1/31/2014 1:56 PM
18	yes, more green space, you cant find a nice place to sit and have brown bag lunch downtown. with the banks etc there is certainly enough downtown workers.	1/31/2014 12:35 PM
19	Previous city councils have done an amazing job with this most-recent incamation of downtown redevelopment. Unfortunately, what we've seen and heard from the newly elected council is cause for concern about the momentum that has been built. The appetite to follow through with the DARP — which heavily features land development at its core — seems to be a passing fancy, not a meaningful pursuit. We agree that downtown shouldn't be the sole focus of investment for council but it still needs love, attention, care and investment from the public purse. The downtown is the heart of a community. It sets the tone for everywhere. If we don't care about it — or take our foot off the pedal — it will be the same situation as the last time city council tried to revitalize downtown 25 years but then a new council thought they had better ideas and dropped the plan altogether. That cannot happen again.	1/31/2014 3:25 AM
20	Fort Mall site should be regulated and developers should have to work with city staff. Also, traffic lights should be better regulated to accommodate the flow of what is typical for a city's downtown core. This includes the turning light from 99th onto 101st. There's going to be a bad accident there soon enough.	1/30/2014 1:45 PM
21	Don't waste any more public money renovating the business section of downtown. It's a waste of money. The area in places has narrow roads, no parking. no green space, it's just cement and asphalt it's quite cramped. You can't fix what's wrong with some signs and a few trees. You would have to do some major work to get it to be a pleasant place people want to go. E.g. tear down a lot of buildings and redevelop the area - which is good if the private sector does it, but not good for the city to fund. I like the idea of adding apartment or multi-use buildings. It's a good way to repopulate downtown, and with more people living in the area may help bring in businesses. It could also be made to have a transit hub, where we have one or two internal routes, and the main one going back to Edmonton. Having a small hub in this location may also help bring business downtown. There maybe opportunity there	1/29/2014 5:21 PM
22	Create a Plan then own it and commit to it. A downtown takes years to revitalize and apporving any proposal because it is better then nothing is not an acceptable implementation of a Plan. Be patient and committed to the vision, principle and goals of the final plan whatever it may be.	1/28/2014 6:09 PM

DIRECTOR'S FORUM RESPONSES

2014

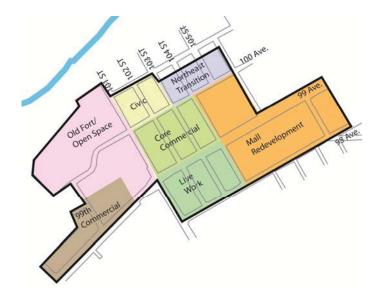
City of Fort Saskatchewan

Downtown Land Use Bylaw Update

Stakeholder Engagement with City Staff (Director Forum) Feb 12, 2014

Context

In 2009, Council adopted a Downtown Area Redevelopment Plan (DARP) as the guiding policy for growth and development in the downtown. The Plan provides both the policy direction to guide future development or facade improvements in the area and the detailed design guidelines to ensure that both the private and public areas are developed in a cohesive, sustainable and aesthetically pleasing manner. It also provides direction to ensure Fort Saskatchewan's downtown is the vibrant heart of the City. The Downtown Area consists of 7 unique precincts located in the northeast corner of the community.



Downtown Land Use Bylaw Update

The Land Use Bylaw is a tool for implementing the vision of the DARP and the City is undergoing the review process to ensure the vision can become a reality. The key objectives of the Land Use Bylaw update include:

- Create opportunities for innovative, vibrant and well-designed development and redevelopment in the Downtown;
- Engage, inform, consult, and collaborate with stakeholders to obtain a successful outcome.
- Reflect and implement the policies of the Downtown Area Redevelopment Plan within the existing Land Use Bylaw;
- Align with other municipal, regional and provincial statutory documents;
- Research and utilize best practices in land use planning, downtown redevelopment and urban design.

Project Phases

The project will include the following five phases:

Phase 1 – Background Review (Fall 2013)

Phase 2 – Policy Review and Stakeholder Consultation (Winter & Spring 2014)

Phase 3 – Draft Land Use Bylaw Updates (Summer 2014)

Phase 4 – Council Presentation and Bylaw Approval (Fall 2014)

Get Involved!

City of Fort Saskatchewan

Downtown Land Use Bylaw Update

Stakeholder Engagement with City Staff (Director Forum)
February 12, 2014

1.	What do you feel has been the greatest success with the Downtown ARP Implementation?
2.	Please let us know any short term and long term projects identified by your department in the Downtown?
3.	Identify key issues faced by your department to implement the vision established in the Downtown ARP?
4.	In your opinion, what specific actions/zoning changes are necessary to address these issues and could encourage development in the downtown (land uses, development regulations, building types, design standards etc.)?

5.	What measures should be taken to further enhance the overall image and could encourage development in the downtown? (Comments may include your opinion related to signage, parking, streetscapes, landscaping etc.) hat area do you live in the City of Fort Saskatchewan?
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For more information, contact:

Angela Littlemore Planning and Development Officer II City of Fort Saskatchewan

Tel: 780-912-2158

Email: angelal@fortsask.ca

Director Forum: Summary of Consultation

Identify key issues faced by your department to implement the vision established in the Downtown ARP?

Group One

- There is not enough population to support commercial uses in downtown.
 - More residential uses are required in and around downtown to attract investment and new businesses.
- The neighbourhoods at the eastern edge of the downtown are not supportive of intensification
- The image of existing commercial sites (Fort Mall, other commercial areas) needs to be improved.
- Sidewalks along 99 Avenue in the south-west portion of the downtown are very narrow and not pedestrian friendly.
 - At present, downtown is not perceived as core of the City.

Group Two

- Residents should be attracted to the downtown, and it should be seen as the natural core and heart of the city.
- There should be faith and confidence in the Downtown Land Use Bylaw Update process, and in the entire project of regenerating the downtown.
- The River should be brought in as an important part of Downtown the Courthouse site in particular runs to River boundary.
- different developments and districts should be subject to regulations which suit Parking regulations should not be blanketed across the entire downtown -
- Full impacts on Traffic flow must be considered
- Consistency between departments, and in all governmental plans/policies, on Transit service to a busier downtown is crucial. the vision for downtown is crucial.
- Incorporate the older downtown building stock into the regeneration.
- There needs to be a synergy between different land use districts, and along the 101ST boundary in particular

Group Three

- Lack of Parking.
- Attracting more desirable business in Downtown specialised, unique stores.
 - More/Larger spaces available to accommodate festivals and activities.
- What will the increased density impact be on services and infrastructure?
 - Telus has older systems in downtown which require upgrading.
- Children in Downtown are shown to be thriving more than others possibly due to walkability, social access, access to services, etc
- Need a common gathering place.

It will be easier to attract new businesses to the downtown, once the

In your opinion, what specific actions/zoning changes are

development in the downtown (land uses, development necessary to address these issues and could encourage

regulations, building types, design standards etc.)?

- Need to provide long term on-street parking options, including Historic Precinct becomes a successful tourist attraction.
- structured parking

The zoning regulations should provide flexibility and clarity. This approach in itself

may act as a good incentive to attract investments in downtown

City may develop guidelines and regulations for new facades in the downtown to

ensure that they reflect unique character of Fort Saskatchewan.

No major monetary incentives are necessary.

businesses and attract new investments in the downtown?

What incentives do you feel the City could offer to assist

- Need to allow mixed use developments and variety of housing types.
- Beautification Program similar to Business Revitalization Zones in other Need to develop a Business-led Landscape, Maintenance and municipalities.
- Clear communication policy regarding the purpose of this project is
- Adjust the Downtown boundary to incorporate river
- Create zone and site specific parking standards.
- Allow basement/garden suites, apartments, and residential above commercial uses in single family plots with Downtown Boundary.
- Write flexible policies and ensure developments compliment adjacent properties.
 - aesthetics and the requirements of a winter city. Issues regarding the Streetscaping - There needs to be a balance between improving mobility of older residents should also be considered.
- Allow flexibility of uses for example, allow upper deck of parkades to be used for Farmers' Markets or other positive uses.
 - Recognise potential districts which are developing and build upon them arts, food, etc.
- Encourage investment, promotional polices and flexible mill rates for positive uses which would add value to the Downtown.

- Public Parking lots should be created.
- Reduce on-street parking, wider sidewalls, encourage 'parking in rear'
- **Encourage underground parking**
- Research what encourages anchors to develop What would draw them to downtown?
- Use the City Hall (Civic Precinct) area more.
- Provide a winning formula for competitive businesses.
- Maintain services and create affordable housing in Downtown.
- City Staff should champion the downtown and work with business to attract and

Consult with existing businesses for incentives to attract new re-development.

- Encourage compatible businesses that would attract similar types of customers.
 - Encourage more 'food trucks' and mobile businesses in the Civic Precinct.



PRECEDENT MUNICIPALITY RESPONSES

2014

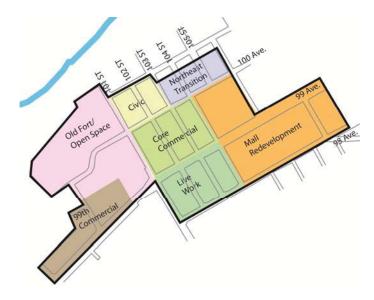
City of Fort Saskatchewan

Downtown Land Use Bylaw Update

Questionnaire – Precedent Municipalities March 4, 2014

Context

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- Engage, inform, consult, and collaborate with stakeholders to obtain a successful outcome.
- Reflect and implement the policies of the Downtown Area Redevelopment Plan within the existing Land Use Bylaw;
- Align with other municipal, regional and provincial statutory documents;
- Research and utilize best practices in land use planning, downtown redevelopment and urban design.

Click here to download the DARP

Project Phases

The project will include the following five phases:

Phase 1 – Background Review (Fall 2013)

Phase 2 – Policy Review and Stakeholder Consultation (Winter & Spring 2014)

Phase 3 – Draft Land Use Bylaw Updates (Summer 2014)

Phase 4 – Council Presentation and Bylaw Approval (Fall 2014)

Get Involved!

St. Albert

City of Fort Saskatchewan

Downtown Land Use Bylaw Update

Questionnaire – Precedent Municipalities

Ма

1.	Is the current Zoning approach adopted in your downtown useful to attract the right kind of new development?
	The following does not represent the opinion of St. Albert City Council, City Manager or administration as a whole. Enclosed is information from the Planning Department, no other departments were consulted.
	We are currently in the pre-application stage of several new development opportunities. However, at this time we haven't been able to really test the ability of DARP to bring in the right kind of new development. Having-said that, current talks with developers are positive and the expectation from Planning and
	Development is that redevelopment in the Downtown will be the right kind of new development DARP is intended to achieve.
2.	What percentage of new applications uses Direct Control mechanism verses utilizing standard land use districts?
	We do not have any applications intending to go through Direct Control at this time. We currently have one site that is interested in redevelopment that is going to apply to redistrict their site to Downtown District (DT), with some
	amendments, from Direct Control Mixed Use District. The Downtown District (DT) is expected to meet the needs of the development, and so Direct Control is not needed.
3.	Are current list of permitted and discretionary uses or development regulations in different
	downtown districts adequate to reflect the current market trends your city? Based on your
	experience, do you have any specific suggestions for our project?
	We have a limited number of districts that apply to our downtown. The
	Downtown District (DT) which is intended for commercial/office space with
	flexibility for residential or commercial above. Downtown Residential is intended
	for medium to high density residential development. Our Design Guidelines are
	used to meet design criteria and apply to all areas under DARP. Both districts seem to meet the needs of applications recieved.
4.	What has been the greatest advantage of introducing form based codes?
	We don't have form based codes, exactly. We have design guidelines but they have not been tested on any applications to date.
	nave not been tested on any applications to date.

5.	What has been the greatest obstacle of introducing form based codes?								
	Some feel it could deter development by elevating cost.								
6.	In your opinion, which regulations are necessary to promote walkability/vibrancy/mixed use in your downtown?								
	Our new wayfinding program and better signage etc.will help pedestrian traffic throughout Downtown. Regulations that encourage ground-floor commercial. Economic development and regulations that support the critical mass of successful businesses combined with our City Hall, Library and Arden Theater create vibrancy downtown. Keeping a variety of uses Downtown-that bring people downtown during different times of the day. Regulations that allow residential development downtown. We are also hoping to address parking better and introduce pop-up patios.								
7.	What is the general trend for new applications in your downtown?								
	a) Proposals exceed the density/height regulations established for the zone.b) Proposals include significantly low density/height requirements than what is allowed in the zone.								
	c) Proposals are consistent with the permitted and discretionary use classes established in the standard land use districts.								
	d) Proposals require major variation from with the permitted and discretionary use classes established in the standard land use districts.								
8.	In your opinion, what incentives/regulations may be incorporated in the Land Use Bylaw to promote affordable housing in the downtown?								
	We have an affordable housing strategy that focuses efforts thoughtout the City and an active Housing Society.								
	http://www.stalbert.ca/affordable-housing-information								

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Red Deer

City of Fort Saskatchewan

Downtown Land Use Bylaw Update

Questionnaire – Precedent Municipalities

Ма

1.	Is the current Zoning approach adopted in your downtown useful to attract the right kind of new development?
	Currently we have a long used C1 downtown district that provides a wide range of uses and doesn't require parking for any commercial/office uses. In other parts direct control districts are in place and although the uses are fairly broad the district type is viewed negatively by the commercial realtors who believe it has made applications arduous.
2.	What percentage of new applications uses Direct Control mechanism verses utilizing standard land use districts?
	Our historic downtown has C1 district while the two growth areas have direct control districts, therefore 2/3
3.	Are current list of permitted and discretionary uses or development regulations in different downtown districts adequate to reflect the current market trends your city? Based on your experience, do you have any specific suggestions for our project?
	It is difficult to determine because the long history of small town/suburban growth means that as Red Deer passes 100,000 people there is a debate about the amount of pent up demand for high quality downtown housing and what type that housing comes in. Does the municipality push it to kickstart the new trend or should it be left to market demand with the worry that local developers aren't familiar enough to risk downtown high end development. Specifically, we have a restriction on how close larger drinking establishments can be located which is viewed as a hinderance by many.
4.	What has been the greatest advantage of introducing form based codes?
	Aside from some general architectural statements about prohibiting long blank walls and ground floor residential in commercial districts, we aren't really using form based code yet in our City.

5.	What h	as been the greatest obstacle of introducing form based codes?
	<u>'langu</u>	s if we tried to introduce it we would get pushback by introducing a new lage' to the land use bylaw but on the other hand by opening up the uses that would be well received.
6.	•	opinion, which regulations are necessary to promote walkability/vibrancy/mixed use in owntown?
	the si	e needs to be keen attention to how people access the site and move within te. It is not good enough to just ask for a sidewalk along the property edge connections from the walk to the building entrance aren't created for
	conve	enient and safe movement.
_		
7.		s the general trend for new applications in your downtown?
	a)	Proposals exceed the density/height regulations established for the zone.
	b)	Proposals include significantly low density/height requirements than what is allowed in the zone.
	√ c)	Proposals are consistent with the permitted and discretionary use classes established in the standard land use districts.
	d)	Proposals require major variation from with the permitted and discretionary use classes established in the standard land use districts.
8.		opinion, what incentives/regulations may be incorporated in the Land Use Bylaw to te affordable housing in the downtown?
	downto reducti expedi show p into an	able or social? Red Deer is struggling with a too high concentration of social housing own. Therefore a push is on for market rate housing. I think primary incentives could be confor parking requirements; waiver of servicing fees (water, sewer, electrical upgrades); ted processing of applications. One councillor here promotes and education program to ecople that a \$10,000-\$20,000 investment to upgrade an old space above commercial apartment only costs \$100-\$200/month in interest but would generate a minimum of a rental income (at the affordable level) or \$850+ at the market rate level.

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Fort McMurray

City of Fort Saskatchewan

Downtown Land Use Bylaw Update

Questionnaire – Precedent Municipalities

Ма

1.	Is the current Zoning approach adopted in your downtown useful to attract the right kind of new development?
	Yes. We have Form Based Zoning. It allows lot of flexibility. The vision established in the form based zoning is very clear.
2.	What percentage of new applications uses Direct Control mechanism verses utilizing standard land use districts?
	Not at all. There is lot of demand for high rise and density due to high land values. As a result, applicants are trying to maximise built form. Form based
	zoning is very useful in this regard.
3.	Are current list of permitted and discretionary uses or development regulations in different downtown districts adequate to reflect the current market trends your city? Based on your experience, do you have any specific suggestions for our project?
	Ensure the use classes are more general and less restrictive. It is OK as long as it follows the DARP vision.
4.	What has been the greatest advantage of introducing form based codes?
	It is useful to have clear direction for built form and public realm.
	The City will have to invest in public realm and street cross sections through yearly Capital Plans.

5.	What has been the greatest obstacle of introducing form based codes?								
	Developers and land owners complain often that it is difficult to understand The City also needs to hire a specialist for day to day application processing.								
6.	In your opinion, which regulations are necessary to promote walkability/vibrancy/mixed use in your downtown? sidewalk width, setbacks, step-backs, transparency at ground level, entrances should be established in zoning.								
7.	 What is the general trend for new applications in your downtown? ✓ a) Proposals exceed the density/height regulations established for the zone. b) Proposals include significantly low density/height requirements than what is allowed in the zone. c) Proposals are consistent with the permitted and discretionary use classes established in the standard land use districts. d) Proposals require major variation from with the permitted and discretionary use classes established in the standard land use districts. 								
8.	In your opinion, what incentives/regulations may be incorporated in the Land Use Bylaw to promote affordable housing in the downtown? - Downtown provides generous densities and height limits. So, no need for additional incentive. - 60% discount on per unit Development Cost Charge in downtown area (Sanitary, Water, Storm Water, Roads etc.) It is a stand alone policy. Will go away once the demand picks up.								

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Airdrie

City of Fort Saskatchewan

Downtown Land Use Bylaw Update

Questionnaire – Precedent Municipalities

Ma c · ·

1.	Is the current Zoning approach adopted in your downtown useful to attract the right kind of new development?
	Current zoning regulations are restrictive to certain types of development. New LUB will hopefully create opportunities by giving a place for various types of development (includes districts for each type: mixed-use core, office park, vehicle/service commercial, traditional commercial plazas, industrial uses, etc).
	Need good planning policy/direction and an understanding of the local market for development
	(what is the "right type" of new development?)
2.	What percentage of new applications uses Direct Control mechanism verses utilizing standard
	land use districts?
	Direct Control is more widely used than it should be. Includes ~30% of new applications, 6 major land use amendments in past year.
	New LUB aims to transition more land and applications over to standard land use districts; and keep- Direct Control for development where there is a defined and site-specific condition or concern that it needs to address.
3.	Are current list of permitted and discretionary uses or development regulations in different
	downtown districts adequate to reflect the current market trends your city? Based on your
	experience, do you have any specific suggestions for our project?
	Easiest for districts to reflect what is intended through policy or strategic direction (from larger area
	plans or Council strategic priorities). Clearly shown in context section above: open space, civic, core commercial
	(is this a central business or office district?), live-work, residential. All of these are clear districts that each have their own range of uses.
4.	What has been the greatest advantage of introducing form based codes?
	We are not introducing Form-Based Codes (FBC), but taking some cues to integrate into a traditional Land Use Bylaw: More visually-oriented document, use of graphics, tables, etc.
	Intended advantage is that standards are clear and implementable, easier to read, navigate, and understand the Bylaw.

5.	What has been the greatest obstacle of introducing form based codes?								
	Per #4, not introducing FBC.								
	Development Industry's familiarity with the typical form-of-regulations and openness to significant changes are/were a factor in this decision, as well as how our industry/market is shared with the surrounding area (easier and better if our regulations do not drastically depart from neighbours in our region).								
6.	In your opinion, which regulations are necessary to promote walkability/vibrancy/mixed use in								
	your downtown?								
	Height and density allowances typically facilitate economies of scale and an intensity of use that contributes to this naturally.								
	Can also allow-development variances/certain uses/additional units or density (what does the industry/market want?) in exchange for providing amenity, more detailed architecture and								
	streetscape, other uses (what the City wants). Difficult to mandate uses or certain features. Better to have room to negotiate a give-and-take.								
7.	What is the general trend for new applications in your downtown?								
	a) Proposals exceed the density/height regulations established for the zone.								
	b) Proposals include significantly low density/height requirements than what is allowed in the zone.								
	c) Proposals are consistent with the permitted and discretionary use classes established in the standard land use districts.								
	d) Proposals require major variation from with the permitted and discretionary use classes								
	established in the standard land use districts.								
8.	In your opinion, what incentives/regulations may be incorporated in the Land Use Bylaw to promote affordable housing in the downtown?								
	•								
	This depends (significantly) on the market, types of developers, and how willing Planning and Council are willing to negotiate vs. require certain things. The City can establish an incentive for affordable housing (the developer can earn density(?) in exchange for providing housing units)								
	or can require a certain percentage of units to be provided. (Carrot vs. stick approach: need to know the								
	market and the political climate to know which, or what combination, will be most successful) Could also explore a housing strategy if one is not already in place (affordable housing is a large issue on its own and goes far beyond LUB requirements). Also consider that it is one thing to create affordable								
	housing, but a much larger issue to maintain developments, housing stock, affordability, programs (etc).								

For more information, contact:

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ONE-ON-ONE INTERVIEW RESPONSES

2014

ONE-ON-ONE INTERVIEWS

PROVIDE MORE FLEXIBILITY, LESS REGULATIONS

PROVIDE CLARITY ABOUT LIVE-WORK UNITS

MIXED-USE IN LIVE-WORK PRECINCT

ALLOW SMALL-SCALE DEVELOPMENT

CONSIDER DEVELOPMENT ON SITES WITH OLDER BUILDINGS ON SITE-BY-SITE BASIS

REQUIRE NEW BUILDINGS TO PROVIDE HIGH QUALITY MATERIALS THAT RESPECT CONTEXT

REVISED PARKING REQUIREMENTS TO PROMOTE REDEVELOPMENT

ENHANCED LANDSCAPING ALONG STREETS

REDUCE VACANCIES IN EXISTING COMMERCIAL DEVELOPMENTS

INCENTIVES TO ATTRACT MORE COMMERCIAL USES

MULTI-STAKEHOLDER WORKSHOP RESPONSES

2014

MULTI-STAKEHOLDER WORKSHOP RESPONSES

NARROW SETBACKS DON'T WASTE SPACE

PROVIDE DIRECTIONAL SIGNAGE TO DOWNTWON ALONG HIGHWAY

REQUIRE SENSITIVE INFILL DEVELOPMENT

DENSITY SHOULD INCREASE THE CLOSER YOU GET TO THE DOWNTOWN CORE

HIGH QUALITY SIGNAGE

STREETS SHOULD HAVE PLENTY OF FURNITURE, LANDSCAPING AND CONSISTENT DESIGN

ALLOW MIXED USE APARTMENTS

DEVELOP BACK ALLEYS AS WALKING CORRIDORS

MAKE BETTER TRANSIT A PRIORITY

REPRESENT HISTORICAL DISTRICT CHARCTER THROUGH SIGNAGE

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Downtown.

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PORT SASKATCHEWAN

PART SASKATCHEWAN

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This material summarises each group's responses to the individual exercises - the numbers within each circle identify which group provided that response.

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99th Commercial Precinct	Commercial/Retail:	Max. 4 storeys	12m (from curb along 99 Ave)	Min: 1m (buildings above 4-storeys)	Min: 2 storeys	N/A	A wall of buildings along 99th Avenue may impact upon the ability to develop the rear of the Mall Sile; All land owners should be incorporated into livening the street frontage: Fexibility is required in regulations.
Historic Precinct	Cutural/Instrutional:	NA 🗗	ψNA	N/A	Min: 2 storeys 0 & 0 & 0 Max: 4 storeys 0 & 0	N/A	Height Restrictions are not suitable in the Historic District where Historic Relaulus are involved. The height of buildings should be dictated on a case by case by their historical context. Sensitive areas must be preserved; Historic Site Precinities Master Plan should guide design. Anold guide design. Off Shops, are should be allowed, but not Commercial uses unrelated to historic sites. The proper places are should be a focus this area. People places should be a focus this area. Maximum 3 storey building height.
Civic Precinct	Outural/Institutional:	Max; 4 storeys	Min: 0-1.1m (depending on sidewalk width) N/A	Min: 1m (buildings above 4-storeys)	Min: 2 storeys Max: 4 storeys	N/A	Building heights could be taller than 4M; More meeting places and more landscaping is required.
Northeast Transition Precinct	Low-Density Residential Mixed Use:	Infill north of 100 Ave lane: 2.5 storeys Along 100 Ave: max 4 storeys	Residential setback min: 3m 100 Ave Setback: min 0- 2.2m (depending on sidewalk)	Min: 1m (buildings above 4-storeys)	Min: 2 storeys Max: 4 storeys Max: 4 storeys	N/A	Mixed use buildings should be similar in character to residential buildings. Density should increase the obsert you get to Downtown Core. Agreater range in buildings heights should be allowed, in particular should be allowed. In particular burgallows. Durgallows. Planning must be careful with how multi-rise developments back onto regular residential sites.
Mall Redevelopment Precinct	High-Density Residential/Office:	High-Rise: 45 degree angular plane	Min: 14m	45 degree angular plane	Min: 2 storeys Max: 2 storey if adjacent to low density res	N/A	The syle of the pictured buildings would be very positive. It would be you'd is see mixed use a partments. It would be good to see mixed use a partments. It would be subtain commercial uses: It would be subtain commercial predict to the process the precinit. Syle should be similar to Commercial Precinit of Syle should be similar to Commercial Syle should be a minimum height requirement of it should be a minimum height sequent of Syle should be a minimum height step in state of the syle should be a minimum height sequent of should be suffice if existing sites are not over shadowed.
Live/Work Precinct	Live/Work Units:	Mir: NJA	Min: 0-1m (depending on sidewalk)	Min: 1m (buildings above 4-storeys)	Min: 2 storeys 0 0 0 0 Max: 4 storeys 0 0 0 0	Min: 4m	A minimum height of 2 storeys should be specified. A minimum height of 2 storeys should be specified.
Core Commercial Precinct	Mined Use:	Min: NJA © 0 0 0 Max: 4-8 storeys	Min: 0-2m (depending on sidewalk)	Min: 1m (buildings above 4-storeys)	Min: 2 storeys 0 0 0 0 Max: 4 storeys 0 0 0 0	N/A	Marrow Setbacks don't waste space; This is the district where building heights should be tallest, up to 10 storely. Storely should be A minimum height of 2 storely should be specified. A minimum height of 2 storely should be specified.
	Buildings Types	Building Height	Building Setback (from property line)	Stepbacks (from front face of lower portion of building)	Podium / Street Wall Height	Ground Floor Ceiling Height	Additional Comments Comments

As part or the nort passistratewan bown Land use bytaw update, a Workshop was held on Inturday 20th March, 2014. The Workshop was attended by 21 Stakeholders, including citizens, land owners, business owners, and municipal staff. As part of Workshop, the attendees were divided into five separate groups, and each group undertook 3 different exercises examining potential problems and solutions with land use bylaw regulations in the Fort Saskatchewan Downtown.

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This material summarises each group's responses to the individual exercises - the numbers within each circle identify which group provided that response.







EXERCISE 3 - SUMMARY OF ALL GROUP RESPONSES

DIS-LIKE

been seemed as
Control parking Control parking Control parking Control parking
Fascia signs Fascia signs Awning signs Canopy signs Window signs
PARARKING: On-sile parking should be provided;
SIGNACE: © There should be a consistency in signage switers along the syles and the standard controls should be in place for signs. Should be smilar to Commercial.
ADDITIONAL ISSUES: Mithy quality landscaping should be promoted;

As part of the Fort Saskatchewan Down Land Use Bylaw Update, a Workshop was held on Thursday 20th March, 2014. The Workshop was attended by 21 Stakeholders, including citizens, land owners, business owners, business owners, and municipal staff. As part of the Workshop, the attendees were divided into five separate groups, and each group undertook 3 different exercises examining potential problems and solutions with land use bylaw regulations in the Fort Saskatchewan Downtown.

This material summarises each group's responses to the individual exercises - the numbers within each circle identify which group provided that response.











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OPEN HOUSE SESSION #1 FEEDBACK 2014

OPEN HOUSE FEEDBACK

PROVIDE A VARIETY OF HOUSING CHOICES

SECONDARY SUITES/GARDEN SUITES ARE GOOD

FIND PARKING REQUIREMENT ALTERNATIVES

CREATE MORE GATHERING SPOTS BY PROVIDING RECREATIONAL LANDS

NO MONSTER HOUSES

IMPROVING THE DOWNTOWN IMPPROVES THE LIFESTYLES OF ALL RESIDENTS OF THE CITY

PROVIDE LIVE-WORK HOUSING OPTIONS

CREATE MORE OUTDOOR PATIO SPACES

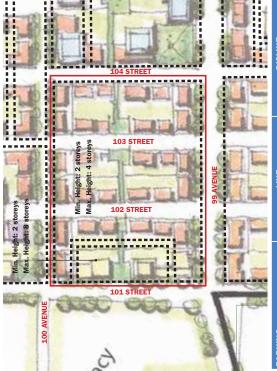
GOOD TO HEAR OTHER PERSPECTIVES

CONDUCT HISTORICAL SITE ASSESSMENTS

DOWNTOWN LAND USE BYLAW UPDATE **CORE COMMERCIAL PRECINCT** POTENTIAL REGULATIONS

The Core Commercial Precinct will play a role as the key commercial and business centre of the City. Development in the area, particularly at the street-level, will be focused on retail, office, eating and drinking establishments, and service uses, with opportunities for residential development being provided only above the ground floor of buildings.

HEIGHT AND URBAN CHARACTER

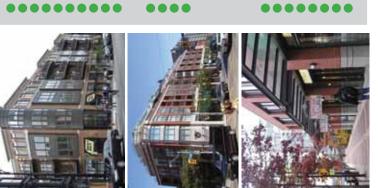


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DOWNTOWN LAND USE BYLAW UPDATE POTENTIAL REGULATIONS LIVE WORK PRECINCT

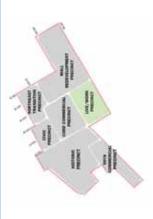
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The Live Work Precinct will become a true mixed-use component of the Downtown. New retail, office, and service uses will be encouraged into the area, primarily at street-level, but also on other levels of buildings. Innovative opportunities for live work arrangements will be actively supported, such as artists' galleries and living spaces.

HEIGHT AND URBAN CHARACTER



DISLIKE	•	•				DISLIKE	•					•••	DISLIKE			•						
LIKE				••••	••••	LIKE			•	•	•		LIKE				•					•••
	for com-	for resi-	ral park-										DARDS	Om	3m	4.5m	1.5m	n/a	5m	30m	1,500	%08
PARKING	Relax parking requirements for commercial parking	Relax parking requirements for residential parking	City-owned parking (structural park-ing)	Surface parking	Underground parking	SIGNAGE	Banners	Fascia Signs	Awning Signs	Canopy Signs	Window Signs	Projecting Signs	DEVELOPMENT STANDARDS	Min Front Yard Setback	Max Front Yard Setback	Min Rear Yard Setback	Min Side Yard Setback	Step-back	Min Site Width	Min Site Depth	Max Lot Size (sq.m.)	Max Site Coverage













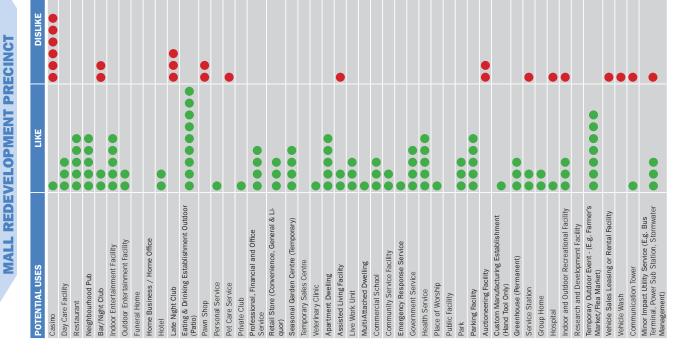
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DOWNTOWN LAND USE BYLAW UPDATE POTENTIAL REGULATIONS



The Mall Redevelopment Precinct will be developed into a higher-density residential and commercial mixed-use area. This area represents an opportunity to significantly increase the residential population of the Downtown area, a key aspect in rejuventaion. Open space and pedestrian connections will be provided to ensure ease of movement to and from the area.

HEIGHT AND URBAN CHARACTER



Max. Height: 3 storeys Height: 2 storeys

Max. Height: 15+ stb

Min. Height: 2 store

PRECEDENT IMAGES / BUILDING TYPES

	DIST		••••	
Ì	LIKE	•••••	••••	•••••
		S AVENUE		

DISLIKE

DISLIKE

Max. Height: 3 storeys

Max. Height: 8 storeys Min. Height: 2 storeys

Relax parking requirements for com-Relax parking requirements for resi-

mercial parking dential parking City-owned parking (structural park-

Underground parking

SIGNAGE Banners

Surface parking

FOIL Max. Height: 15+ storeys

Min. Height: 2 storeys

Max. Height: 4 storeys

Min. Height: 2 storeys



DISLIKE



4.5m m O n/a D.0. D:0

Om

DEVELOPMENT STANDARDS

Projecting Signs

Canopy Signs Window Signs Awning Signs Fascia Signs

Min Front Yard Setback Max Front Yard Setback Min Rear Yard Setback Min Side Yard Setback



0

60-100%

Max Site Coverage

Max Lot Size

Min Site Width Min Site Depth

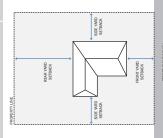
Step-back

n/a



DOWNTOWN LAND USE BYLAW UPDATE **NORTHEAST TRANSITION PRECINCT** POTENTIAL REGULATIONS

DOTENTIAL LICES	100	אוואם
TOTENHAL OSES	FINE	PISHINE
Secondary Suite	• • • • • • • • • • • • • • • • • • • •	•
Single Detached Dwelling	•	
Multi-Attached Dwelling	•••••	
Government Services	•	
Place of Worship	• • • • • • • • • • • • • • • • • • • •	
Veterinary Clinic	• • • • • • • • • • • • • • • • • • • •	
Bed and Breakfast	• • • • • • • • • • • • • • • • • • • •	
Day Care Facility	•	•
Home Business	• • • • • • • • • • • • • • • • • • • •	
Home Office	• • • • • • • • • • • • • • • • • • • •	
Personal Service	•	
Pet Care Service	•••••	
Professional, Financial and Office Service	• • • • • • • • • • • • • • • • • • • •	
Retail Store (Convenience)	• • • • •	•
Retail Store (General)	•	
Retail Store (Liquor)	•	•
Show Home		•
Temporary Sales Centre	•	•
Duplex Dwelling	• • • • • • • • • • • • • • • • • • • •	
Semi-Detached Dwelling	• • • • • • • • • • • • • • • • • • • •	
Group Home	•	•
Community Garden	••••	



The Northeast Transition Precinct will generally retain the residential character of the area north of 100 Avenue. Commercial uses along 100 Avenue will be retained, and redevelopment opportunities will be encouraged, including commercial buildings, and commercial/residential mixed-use buildings.

HEIGHT AND URBAN CHARACTER



ARDS	LIKE	DISLIKE
Om		
n/a		
4.5m		
1.5m		
n/a		
4.5m		
34m		
n/a		
0-20%		
		4

Min Side Yard Setback















8

0 0

0

•

Max Lot Size Max Site Coverage Min Site Depth Min Site Width Step-back





DOWNTOWN LAND USE BYLAW UPDATE **POTENTIAL REGULATIONS** CIVIC PRECINCT

DISLIKE	•	•					•										•			•	• • • • • • • • • • • • • • • • • • • •	•		•	
LIKE	•••••	• • • • • • •	•		•	•		•	•	•	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	•	•••••		•	• • • • • • • • • • • • • • • • • • • •	•	•		•		•	
POTENTIAL USES	Day Care Facility	Eating & Drinking Establishment Outdoor (Patio)	Home Office	Personal Service	Community Services Facility (E.g. Lion's Club)	Professional, Financial and Office Service	Apartment Dwelling	Commercial School	Community Service Facility	Emergency Response Service	Government Service	Health Service	Indoor Recreational Facility	Place of Worship	Public Facility	Temporary Outdoor Event (E.g. Farmer's Market/Flea Market)	Park	Parking Facility	Licensed Restaurant	Neighbourhood Pub	Bar/Night Club	Indoor Entertainment Facility	Temporary Sales Centre	Assisted Living Facility	Outdoor Docreational Facility

VISION

The Civic Precinct will continue to accomodate municipal services and buildings that serve the entire community. The area will provide an inviting public space and serve as a focus for activity in the Downtown. Residential uses along $101\,$ Street and commercial uses along $100\,$ Avenue will also be accomodated to create a vibrant mix of uses in this area.

HEIGHT AND URBAN CHARACTER





DISLIKE

LKE

Relax parking requirements for com-

mercial parking dential parking

Relax parking requirements for resi-City-owned parking (structural park-

LIKE DISLIKE



DISLIKE

LIKE

Underground parking Surface parking

ing)





DISLIKE

DEVELOPMENT STANDARDS

Projecting Signs

Window Signs Awning Signs Canopy Signs Fascia Signs SIGNAGE Banners

Min Front Yard Setback Om

1.5m

n/a 2m 30m 1,500

Min Site Depth

Min Site Width

Step-back

Max Lot Size (sq.m.) Max Site Coverage

4.5m

n/a

Max Front Yard Setback Min Rear Yard Setback Min Side Yard Setback





•



DOWNTOWN LAND USE BYLAW UPDATE POTENTIAL REGULATIONS

99TH COMMERCIAL PRECINCT

POTENTIAL USES	LIKE	DISLIKE
Licensed Restaurant	• • • • • • • • • • • • • • • • • • • •	
Neighbourhood Pub	•	
Bar/Night Club		•
indoor Entertainment Facility	• • • • • •	
Funeral Home	•	
Greenhouse (Permanent)	•	
Eating & Drinking Establishment Outdoor (Patio)	•	
Pawn Shop		•
Personal Service	• • • • •	
Pet Care Service (Grooming)	•	
Professional, Financial and Office Service	•	
Retail Store (Convenience, General & Liquor)	• • • • • • • •	
Seasonal Garden Centre (Temporary)	•	
Service Station (Limited)	•	
Temporary Sales Centre		
Veterinary Clinic	•	
Commercial School	•	
Community Service Facility (E.g. Lion's Club)	•	
Emergency Response Service	•	
Sovernment Service	• • •	
Outdoor Recreational Facility (E.g. Park, Outdoor Ice Rink)	•	
Indoor Recreational Facility	•	
Place of Worship	•	
Public Facility	•	
Park	•	
Parking Facility	•	
Vehicle Repair Facility	•	•
Vehicle Wash		•
Femporary Outdoor Event (E.g. Farmer's Market/Flea Market)	•	
Communication Tower		•
Minor Impact Utility Service (E.g. Bus Ferminal, Power Sub Station, Stormwater Management)		•

The 99th Commercial Precinct will accomodate the larger format commercial uses, and preserve it as an area suitable for more vehicle-oriented uses. Better on-site pedestrian facilities are encouraged for the area, and improved pedestrian linkages between the Precinct and the uses to the north are considered to be beneficial.

HEIGHT AND URBAN CHARACTER



100 STREET 2 stores 2 stores 5 stores 6 6 6	
Min. Height: 2 storeys Max. Height: 4 storeys	

LIKE DISLIKE

PRECEDENT IMAGES / BUILDING TYPES

LIKE DISLIKE	•	•	•	•		
ARKING	elax parking requirements for com- nercial parking	elax parking requirements for resi- ential parking	ity-owned parking (structural park- g)	urface parking	nderground parking	

DISLIKE

						DISLIKE									
•	•	•••	•	•	••	LIKE									
						DARDS	D:0.	n/a	4.5m	3m	n/a	D:0.	D:0.	n/a	80%
Banners	Fascia Signs	Awning Signs	Canopy Signs	Window Signs	projecting Signs	DEVELOPMENT STANDARDS	Min Front Yard Setback	Max Front Yard Setback	Min Rear Yard Setback	Min Side Yard Setback	Step-back	Min Site Width	Min Site Depth	Max Lot Size	Max Site Coverage



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Open House Feedback



pA

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good to her other perspectives

2. Please comment on anything you disliked about the Open House. Please let us know any specific exercises or activities that you disliked and which you feel could be improved upon.

3. Please provide any additional comments or thoughts that you have about the Land Use Bylaw and the Downtown Area Redevelopment Plan.

eshould allow small fabrication + corporaty (sole proprietor type scale)

eg > bird house gus.

should conduct to historic site assessment to determine house 5/5 milding

of historic or social significance

Please see the reverse side of this sheet for the opportunity to provide further feedback

DOONYANTIOONATILIAAN DHUBERBANDAWAU POYANE

Open House Feedback





In addition to your feedback on the Open House Panels, please provide your specific comments in the chart below.

Core Commercial Precinct	Civic Precinct	Live Work Precinct	Fort Mall Precinct	North-east Transition Precinct	Historic Precinct	99 Commercial Precinct
		Should		should addin		
		bungalows		bungalows		
	ran.	····		<u>`</u>		
		once	commodete	people		
			o don t in	cont "		
		st.	64 7 3	Max bully		
		Merx		Max building		
		+ 1 and		yard		
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		houses.		Mon 385		
				secondary	·	
			· · · · · · · · · · · · · · · · · · ·	garden surtes are	asod!	

Please return this form to us before you leave the meeting. You can also e-mail, fax or mail it to Angela Littlemore before May 14th. Angela Littlemore, Planning and Development Officer II, City of Fort Saskatchewan, 10005 – 102 ST, Fort Saskatchewan, AB, T8L 2C5 Tel: 780.912.2158 Fax: 780.992.6180 Email: angelal@fortsask.ca

DOMANTOMANEMIDALE BY LAWAREDATE

Open House Feedback





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Please see the reverse side of this sheet for the opportunity to provide further feedback

DOWNTAO WAREANIDRISTEBMEAWAURDATER

Open House Feedback





Core Commercial Precinct	Civic Precinct	Live Work Precinct	Fort Mall Precinct	North-east Transition Precinct	Historic Precinct	99 Commercial Precinct
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Oten House Feedback





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the "mile" of the various areas was very,

2. Please comment on anything you disliked about the Open House. Please let us know any specific exercises or activities that you disliked and which you feel could be improved upon.

3. Please provide any additional comments or thoughts that you have about the Land Use Bylaw and the Downtown Area Redevelopment Plan.

The set backs for the side street should match susting bendelings (ie in our case 98 to uneme). A front street set back (14) treet) of 3 M is seen as sufficient for a side walk corridor

Please see the reverse side of this sheet for the opportunity to provide further feedback

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Angela Littlemore, Planning and Development Officer II, City of Fort Saskatchewan, 10005 - 102 ST, Fort Saskatchewan, AB, T8L 2C5

Tel: 780.912.2158 Fax: 780.992.6180 Email: angelal@fortsask.ca churched the Wasarene

DXOXAVATROAVANIABANIDAUGIELEAKUAAAAUGIEADAGTE

Open House Feedback





Core Commercial	Civic Precinct	Live Work	Fort Mall	North-east	Historic Precinct	99 Commercial
Precinct		Precinct	Precinct	Transition Precinct		Precinct
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		sufficient.		· · · · · · · · · · · · · · · · · · ·		
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		to marchitie	1.40			
		RESTOUT POST	dencea			
		Town hais	28 - Ontra			
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ADXOVANJAGOVANDINĀVIOMORSIEMEŅĀNĀVAR DIEJOVĀTĒĒ

Open House Feedback



pA

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- 1. Please comment on what you liked about the Open House. If there were specific exercises or activities that you liked, please let us know.

 The two individuals that greated my wife and I were very informative, and polite.

 The lady that approached us who vulunteeed her help with any questions she iould answer was again helpful, really know her facts and pointed us to the areas that avere most important to my wife and I (themall)
- 2. Please comment on anything you disliked about the Open House. Please let us know any specific exercises or activities that you disliked and which you feel could be improved upon.

3. Please provide any additional comments or thoughts that you have about the Land Use Bylaw and the Downtown Area Redevelopment Plan.

Keep up the good work: Sexing people from westpark to some downtown to die sure is nice to see. I say this as I am from he near downtown and have not seen this since Gus a actually a good restaurant.

Please see the reverse side of this sheet for the opportunity to provide further feedback

IDXOXVATICAMANIAAN DXUSIEREKAWAWAGEDMAKE

Open House Feedback





		Like			
					::
		- like the idea			
· I		to have store			
		front businesses			
		and hopefully	e e e e e e e e e e e e e e e e e e e		
		attract some	. *	:	
		retualie stores			
		ey. Olive Garden	·		
		Murshalls, Winners			
, · · · · · · · · · · · · · · · · · · ·		Dislike			
		- Eatch 22 but			
		would distike			
		massive condo			
		apartment building			
	ranga sangan	more traffic and			
		a possibility of			
		more crime.			

NDXOXWANDGOXWANDWAXXIDWAXXEBBANAYWANDBDXADE

Open House Recoback



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Good detailed options - concept of live / work/ play included

2. Please comment on anything you disliked about the Open House. Please let us know any specific exercises or activities that you disliked and which you feel could be improved upon.

More gothering spots - could be through recreational development

3. Please provide any additional comments or thoughts that you have about the Land Use Bylaw and the Downtown Area Redevelopment Plan.

Strek to the plane It will take time to accomplished of the community.

Please see the reverse side of this sheet for the opportunity to provide further feedback

DOWNING AND DAUSE BY LAVAURDANTE

Open House Feedback





Core Commercial Precinct	Civic Precinct	Live Work Precinct	Fort Mall Precinct	North-east Transition Precinct	Historic Precinct	99 Commercial Precinct
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		. *				
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Mosdiee Feelback





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Well thought out presentation. People available to discuss +

2. Please comment on anything you disliked about the Open House. Please let us know any specific exercises or activities that you disliked and which you feel could be improved upon.

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Please see the reverse side of this sheet for the opportunity to provide further feedback

DOWNHOW ANDUSE BY PAY UPBATE

Open House Feedback





Core Commercial	Civic Precinct	Live Work	Fort Mall	North-east	Historic Precinct	99 Commercial Precinct
Precinct		Precinct	Precinct	Transition Precinct		
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Open House Feedback





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ODODAWNITOAWN ALANNID AUSTEAEAYA EAVAATURIDAY FE

Open House Feedback





Core Commercial Precinct	Civic Precinct	Live Work Precinct	Fort Mall Precinct	North-east Transition Precinct	Historic Precinct	99 Commercial Precinct
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					MAT!	

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Please see the reverse side of this sheet for the opportunity to provide further feedback

(D.O.WANTO) WANTEANID USE BY LAWAUPDATE

Open House Feedback





In addition to your feedback on the Open House Panels, please provide your specific comments in the chart below.

Core Commercial Precinct	Civic Precinct	Live Work Precinct	Fort Mall Precinct	North-east Transition Precinct	Historic Precinct	99 Commercial Precinct
		and the ware		·		
					12 1 300	
					Victoria	·
		1 1.1 1.1 1.1 1.1 1.1 1.1 1.1 1.1 1.1 1			Trail	
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Please return this form to us before you leave the meeting. You can also e-mail, fax or mail it to Angela Littlemore before May 14th.

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Tel: 780.912.2158 Fax: 780.992.6180 Email: angelal@fortsask.ca

DOWNTOWN LAND USE BYLAW UPDATE

Open House Feedback





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2. Please comment on anything you disliked about the Open House. Please let us know any specific exercises or activities that you disliked and which you feel could be improved upon.

I missed it it leished I had not. Obviously there was not enough advertising for me (+ others like me) to notice + remember it. Maybe this ad, be improved.

3. Please provide any additional comments or thoughts that you have about the Land Use Bylaw and the Downtown Area Redevelopment Plan.

in this crear sep, a gerontician Do, takinged for helping the multiple areas of concern older people deal with Also, cd. Specialist PRS, be persuaced for the proneer that to meet patients here on a periodic bases leg 1 Sat 12 mos.) rather than each patient toxicing or driving or parking (t) in downloan Edmonton, More DRS one needed here 4/02 we have to have our own purish medicine to Please see the reverse side of this sheet for the opportunity to provide further feedback

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DOWNTOWN LAND USE BYLAW UPDATE

Open House Feedback





Core Commercial Precinct	Civic Precinct	Live Work Precinct	Fort Mall Precinct	North-east Transition Precinct	Historic Precinct	99 Commercial Precinct
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Citizen Feedback #1

I'm not clear what Infill Development means. Does it mean intensifying the population of the area and does that mean intentionally by the city or because of the wishes of a developer or home owner? The information in the DARP is not by-law yet...am I correct...and the information is just suggestions for by-laws? Does the above statement mean that a semi-detached dwelling, duplex, or townhouse MUST be built or that they are the only options (other than a single family house) that will be considered for approval if redevelopment is considered in the Transition Area. When I initially read through the document I did not get the impression that this was meant to indicate that a duplex or anything other than a single family home MUST be built, it was just an option.

There is no back alley access behind the three homes between the alleys, where we live. Only a green area, that is not paved, nor cleared of snow in the winter. Our property was marketed as having rear alley access but it is only be accessible during the summer, not on a permanent basis. Our driveway is at the front extending to the garage at the rear of our property. No garbage pick up is done at the rear of these properties. The two properties on either side of us (we are the central property of the three) were having their garbage picked up from the alleys at the side of their properties. We are required to take our garbage and recycle to the front of our property. If duplexes or other types, other than single family residences, were built on these properties, our property in particular would have to have a change put in place in order to put in a driveway for both residences at the front of the property. We were told we could widen our driveway but could not make any changes to the width of the entrance to the property over the boulevard and sidewalk nor put any sort of cement walkway across the boulevard if there wasn't one there already.

My concern is that if we had a situation where our house needed to be rebuilt due to fire, etc. we would not be able to do that and would have to build some sort of duplex, etc. We would not want to live in a duplex and would not want our yard made smaller. It would mean that we would have to move. At this stage of our lives we are not interested in developing property and had purchased the property with the intention of staying until we chose to downsize to seniors accommodations.

We are also concerned with what may be developed on the properties on either side of us. Due to the fact that there is no rear access on a permanent basis, adding to the number of residences in this section of our street would greatly increase the parking requirements. This area already has excess parking needs during the week when court is in session.

In talking with our neighbours on either side, we are hoping to retain our single family homes. We are concerned with someone being able to come in and purchase a lot with the intention of constructing a duplex or semi-detached home. This type of home can be owned but is often rented. This greatly affects the character of a neighbourhood. We find that just from the usual need for parking for visitors for residents along both sides of our street, we have visitors to properties park in front of our three houses. The lots across from us are a combination of single

and double lots and even though there is rear alley access for all of the properties there is a tendency for residents to park in front of their own properties so our side of the street is used for any extra parking they need. I fully understand that the public roads are accessible for anyone to park on and so far this has been a manageable situation with no undue concerns. However, if the density of residents is increased in this area there could be a drastic change to this situation.

I looked at the Land-Use Bylaw and according to the R2 Zoning our area is to be single-family homes but if duplexes or multi family dwellings are allowed are we then dealing with an R5 Zoning? There is also an R3 Zoning for Small Residential Lots or R4 Zoning for Lane Lots. I am not 100% clear on what this distinction is. However, how can a duplex or semi-detached dwelling be constructed in a residential area that is R2 Zoning without re-zoning the area? This is what I mean about our Transition Area being very confusing with no clear indication of what the future of this area may be. Right now the guidelines seem vague and open-ended. Since the Plan for the Redevelopment of Downtown is being finalized, now is the time for us to sort out exactly how it will affect our residence. This is not only in regards to our enjoyment of it, but it's future value. I recently heard a City of Edmonton councillor state: "When you purchase a home, you are purchasing a lifestyle" which I totally agree with. Therefore it is unsettling when there is a possibility that the character of your neighbourhood is going to be changed to something that you avoided, when making the purchase in the first place. Our home is attractive and in good condition but we are making further improvements, inside and out, and do not want the expense of that to be wasted.

I am interested in the future of the entire downtown area as it has great potential and improving it, improves the lifestyles of all residents of the city. Living close to a revitalized downtown area, where everything is within walking distance, is something we considered to be a positive, when purchasing our home. Understandably though the Transition Area is our biggest focus and we would like to clear up the confusion we are experiencing about it so that we can then participate in the improvements in other areas.

This is what I mean when saying if specific issues (allowing duplexes for example or mandating that duplexes be built) will affect a specific group of people (in this case a small group of residences in the Transition Area) then everyone in that area should be notified and made aware of this. As you can appreciate, reading through a By-Law document is not the easiest thing to do, nor is it something that residents do on a regular basis. They would not be looking for changes unless they have been made aware that they should be.

Citizen Feedback #2

Further to the comments that I sent to you regarding the Transition Area, we live in, and the construction of duplexes in this area we have previous personal experience with this issue. The subdivision that we bought a new house in, in Ft. McMurray was constructed and most of the single family homes sold. Once that was completed the remaining empty lots had duplexes put on them. They were all given an A& B designation to their addresses. In some cases a whole half block was duplexes, one after the other. This included our street and others behind us. This area was zero lot housing so very close together with limited street parking and no back alley access. Eventually over the years a good majority of the duplexes and single family homes were allowed to put in basement suites. The reasoning behind this was always that more housing was needed. As I mentioned to you, it also became apparent that companies were buying homes and allowing groups of employees to live in these homes, either temporarily or permanently but they were no longer being utilized as single family homes. By the time we left, although there were some homes that were single family and well cared for, the area had begun to take on a ghetto quality to it. The lots were small and people weren't bothering with flower beds, trees or any landscaping that enhanced the area. Grass areas were uncared for and unattractive. Fencing was in need of repair and painting. Multiple vehicle parking on driveways and streets, either legally or illegally dominated the area and had gotten totally out of control. As you mentioned, By-Law can always be contacted but it had become a situation that was in no way manageable. Because there were so many extra vehicles on the streets and it had gotten to the point that no one knew for sure who they belonged to or who their neighbours were, it became increasingly difficult to monitor and caused constant stress for residents trying to find parking spaces or having their driveways blocked. Visitors to the area could not find parking within a reasonable distance to the home they were visiting and the street became unsafe for children and pedestrians. There was only a sidewalk on one side as well. Allowing duplexes and basement suites in areas is not in itself a bad idea but there needs to be thought through very carefully and some control put into place in the areas this is happening.

Regarding the relaxing of parking in the downtown core, I have given it more thought......I have noticed that even though there is a 2 hour parking limit on, 100 Avenue for example, it does not seem to be monitored by By-Law. As two of us were mentioning, at the Open House, there is no intent to cause problems for legitimate customers to downtown but I do know for a fact that there are business employees or owners who are parking on 100 Ave. for the majority or all of their working day. This is not necessarily in front of their own business but in front of someone else's. Not providing parking for a business not only causes problems for customers to the area but does not accommodate staff parking that is required. Slight infractions of the 2 hour limit are not as critical as long term misuse of these parking areas and that is what needs to be addressed. If staff are the first ones to the area, they dominate the parking and very little is left for others. Before there is a huge drive to bring more business in and/or add more residential housing a workable plan to improve the parking is essential. Enforcing the 2 hour limit on 100 Avenue though will force business employees to utilize the

side streets in front of residences in order to park their vehicles for an entire day, which cause	èS
a whole new problem.	

OPEN HOUSE SESSION #& FEEDBACK 2016

GSA// Green Space Alliance

Open House 2 Summary

Purpose

Members of the public were invited to attend an open house at the City Hall on February 9th, 2016, from 5:00pm – 8:00pm to learn more about the proposed changes to the Downtown LUB. This was the second open house within the project timeline.

The proposed LUB changes were presented with supporting graphics, through a series of 13 display panels. GSA and City staff were present to discuss the changes and listen to comments. Participants were requested to sign in, and feedback forms were provided to gather their comments.

Public Participation

GSA and the City thank the approximately 15 people who took the time to attend the open house. Participants included interested land or business owners within or surrounding Downtown. A total of 2 feedback forms, a letter from the Downtown Business Council and an email from an interested Architect were received by the project team. Additionally, the City received 5 responses to the Downtown LUB survey that was available online from February 17th – March 7th 2016.

Feedback Themes

The following are key themes that were identified from the verbal and written feedback received:

- Majority of the proposed regulations were viewed as appropriate within Downtown;
- Revisit canopy requirements in Downtown;
- Concern with the exclusion of Single
 Detached Dwelling use in Transitional
 Residential District since Single Detached
 Dwellings currently exist; and

 Desire to retain current parking regulations within the existing Bylaw.

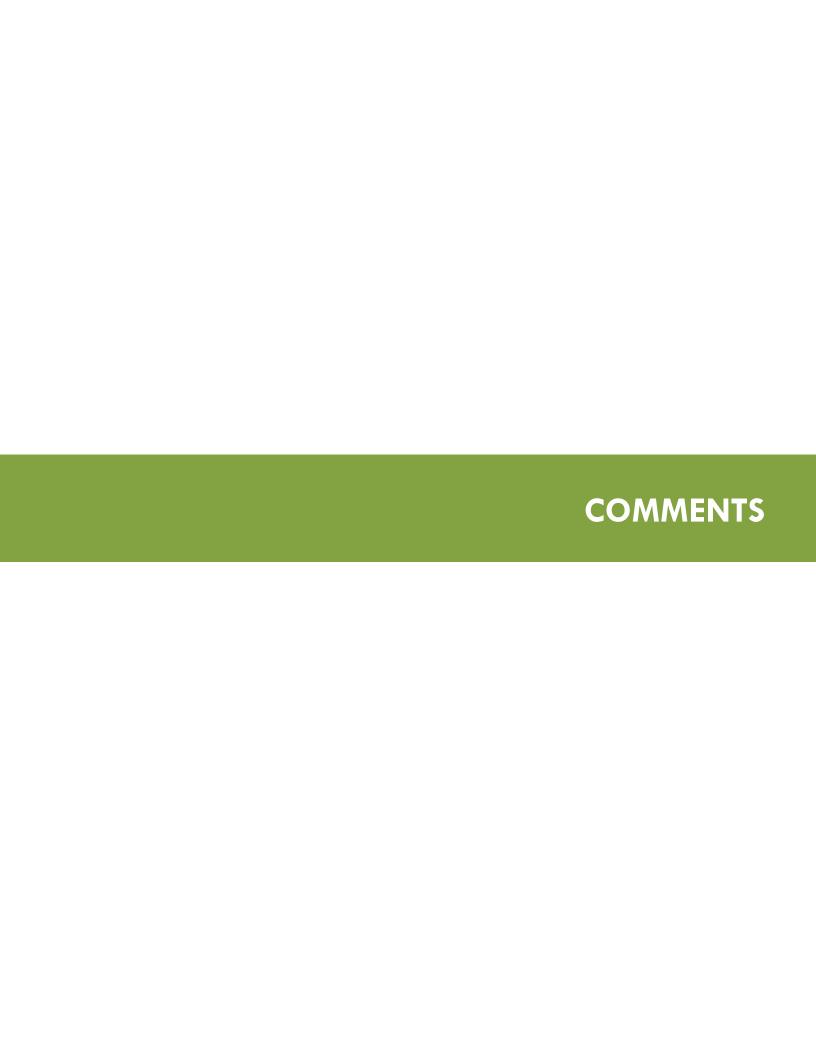




Next Steps

The feedback received will help guide further critical review of the Downtown LUB in preparation for the next steps as a listed below.

- March 15: Council Workshop;
- March 22: Request for Council direction (canopies, parking, and TR-D single detached dwellings);
- April 12: First Reading; and
- April 26: Public Hearing and final readings.







CITY OF FORT SASKATCHEWAN DOWNTOWN LAND USE BYLAW FEEDBACK FORM

1.	Which best describes your interests in the Downtown?
	A) Resident of Fort Saskatchewan
(B) Local Business Owner
(C) Local Land Owner
	D) Other
2.	Are you familiar with the Downtown Area Redevelopment Plan (DARP)? If so, do you think the new regulations reflect the DARP's principles?
	YES.
3.	Do you feel the proposed regulations are appropriate? Why or why not?
	Appropriate. KEEPS BEAUTIFACATIONS PROJECTS IN CHECK. MAKES THE DOWNTOWN WAREA MYORE INVITING
- 1	protects in chede.
y	MAKES THE DOWNTOWN MAKEN MYORE INDITING
	To the Rublic.
4.	Are there any items you would like to see within the Downtown Land Use Bylaw?
	Not At THIS TIME

5. Currently the core commercial area of the downtown has an 80% parking reduction. For example, if a business outside of the downtown requires 10 stalls, they would only require 2 stalls in the downtown.

The proposed regulations are intended to ensure that there is appropriate amounts of parking available. This will mean more parking stalls will be required for new developments. What are your comments or thoughts?

THERE Should bE MORE PARKING FOR Some OF THE RESTAURANTS ETC.

6. Additional Comments and Suggestions







CITY OF FORT SASKATCHEWAN DOWNTOWN LAND USE BYLAW FEEDBACK FORM

1. Which best describes your interests in the Downtown?

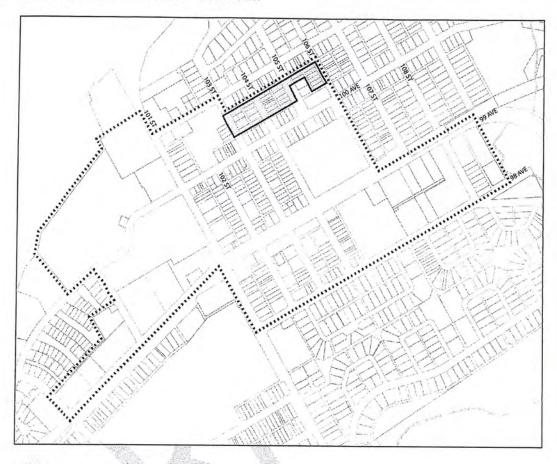
	(A) Resident of Fort Saskatchewan
	B) Local Business Owner
	C) Local Land Owner
	D) Other
	Wes
2.	Are you familiar with the Downtown Area Redevelopment Plan (DARP)? If so, do you think the new regulations reflect the DARP's principles?
3.	Do you feel the proposed regulations are appropriate? Why or why not? We live at This is in the Pransitional
	We live at This is in the transitional
	Evidential area. Attached are maps, LUB update that applies to our address and a list of questions/concerns.
	applies to our address and a list of questions/concerns.
	Under PURPOSE the underlined sentence referring
*	to redevelopment, does not address what would happen in a situation where a single family home
4.	Are there any items you would like to see within the Downtown Land Use Bylaw?
	were to burn down and need to be replaced or
	If the home needed major repairs and you wanted
	to rebuild a newers home (single) on the lot.
	blance to brief a dunler (for example) could
	have a kuge impact on the owner of the port
	or if a person is trying to sell their home.
	1

Currently the core commercial area of the downtown has an 80% parking reduction. For example, if a business outside of the downtown requires 10 stalls, they would only require 2 stalls in the downtown.

The proposed regulations are intended to ensure that there is appropriate amounts of parking available. This will mean more parking stalls will be required for new developments. What are your comments or thoughts?

Under Additional Development Regulations regarding back alley access our particular residence has a "green" alley behind us that is not cleared of snow in the winter. We are required to put our garbage out front for pick up. We have a garage at the back of the lot and have a garage at the back of the lot and front driveway, what are future implications front driveway needed to be widered or the garage needs to be replaced if front access is not garage needs to be replaced if front access is not allowed. Will this green area be paved in the future.

13.14 TR-D - Transitional Residential - Downtown



1111	Downtown Bo	undary
71111		
	District Bound	ary

13.14.1 Purpose

This district is intended to allow low to medium residential development and small scale commercial developments in the northeast portion of the downtown. The district also establishes regulations to provide appropriate transition from higher density mixed land uses in the downtown core to lower density residential neighbourhoods located immediately adjacent to the downtown. Residential redevelopment opportunities should be limited to semi-detached, duplex, or townhouse developments. Stand-alone small scale commercial buildings may be considered.

13.14.2 TR-D Permitted and Discretionary Uses

	(a) TR-D Permitted	(b)	TR-D Discretionary
	Community Garden	-	Bed and Breakfast
-	Duplex Dwelling	-	Day Care Facility (Limited)
-	Home Office	-	Government Service
-	Multi-Attached Dwellings	-	Group Home (Limited)
-	Semi-Detached Dwelling	-	Home Business
-	Swimming Pool	-	Personal Service
		-	Pet care Service
		A93	Place of Worship
		2	Professional, Financial and
			Office Service
			Show Home
			Temporary Outdoor Event
		-	Temporary Sales Centre
		-	Accessory Development to
			those uses listed in
			13.14.2(a) and (b)

^{*} Up to a maximum of four attached dwellings

13.14.3 TR-D Development Regulations

	Site and Bu	lding Criteria
Site Area	Minimum	150m² (1,614.6ft²)
Front Setback and Flanking Front Setback	Minimum Maximum	3.0m (9.8ft) 4.5m (14.8ft)
Side Setback	Minimum	1.5m (4.9ft)
Rear Setback	Minimum	8.0m (26.3ft) 6.0m (19.6ft) where a garage or carport is attached to the principal building and is accessed from a lane at the rear of the site.
Site Coverage	Maximum	40% for principal building over 1 storey, excluding decks.
	Maximum	45% for principal building of 1 storey, excluding decks.
	Maximum	45% for all buildings and structures where principal building is over 1 storey.

	Site and Bu	ilding Criteria
	Maximum	50% for all buildings and structures where principal building is 1 storey.
Unit Density	Maximum	Multi-attached Dwellings 4 units per site.
Building Height	Maximum	Duplex Dwellings 2 ½ Storeys (10.0m or 32.8ft)
	Maximum	Semi-detached Dwellings 3 Storeys (11.0m or 36.1ft). A maximum differential of 1 storey shall be allowed between adjacent sites.

* 13.14.5 additional Development Regulations (b) Each Site Shall have access to a lane at the rear; and there shall be no t the near; and vehicular access across the front lot line.

(C) Vehicular occesses from 103 Street, 104 Street, 105 Street and 106 Street to on-site parking areas within individual Sites should be discouraged. Where possible, vehicular access should be provided from
Fort Saskatchewan Near lanes.

295

City of Fort Saskatchewan Land Use Bylaw C10-13 "Schedule A"

5:00-8:00 / city Hall bom - What control do we have regarding what type of business is next to a across from a residence? - How much influence will one person have? - What does it mean when selling your house's Implications of restrictions - If a garage has to be rebuilt its you have to rebuild with back alley access? Remove front driveway? - or not at all because Ruplex must be built. Alley: Is not paved nor cleared of snow in winter. Larlage is peckedup at front deficient of garbase truck to get down alley. Well it be paved in juture? What happens then? * lan we widen front driveway? * with no back alley access - duplex or town house people would have to park on turns down or your want to tear down trebuild a 5 ingle family home? (older ho or must a duplex in the will it be allowed?



March 7, 2016

Planning Department City of Fort Saskatchewan

RE: Bylaw C10-13

This response is based on Resolutions passed by the Downtown Business Council. Resolutions made by the Downtown Business Council require the approval of the majority of all members.

The Downtown Business Council has supported the Downtown Area Redevelopment Plan. In particular, we have asked that new development downtown meet the pedestrian-friendly design requirements of the plan. However, we have also supported the right of downtown property owners and businesses to continue to operate unimpeded. We recognize that the changes proposed by the plan may also have potential to significantly harm existing businesses.

The change in planning documents represents the most significant concerns for the downtown. If Bylaw C10-13 were to be an ordinary planning document, it would simply bring in sweeping new rules that would instantly have a negative impact to any building that does not comply with the new rules where such "non compliant" properties become difficult to mortgage, buy, sell or redevelop.

We see that Bylaw C10-13 tries to avoid this with wording in places that outlines the intent to apply only to new development. However, we feel it is vital to improve the definition of these terms and make this innovation clear beyond any doubt.

We suggest specifically, that Section 13.9 Urban Design Regulations state:

"The Following regulations establish specific standards regarding urban design to create an attractive physical character at the pedestrian scale.

"As it is also vital that the downtown retain and encourage existing businesses and buildings, these regulations are to apply only to new buildings constructed after the approval of this bylaw."

The Downtown Business Council also questions the limitation on the many pre-existing business activities that have been part of our district. These restrictions have crept into the plan over time. They are unnecessary and potentially harmful. We see no reason to ban auto repair of auto-related business from any part of the downtown. We see no reason to ban blacksmith shops or printing shops.

Many uses listed as discretionary should be permitted. A funeral home, for example, has no more impact than a professional, financial or office service. It appears most existing downtown businesses would become discretionary, rather than permitted, and this strikes us as contrary to the intent of the bylaw.

Parking rules listed in Bylaw C10-13 surprise us as they appear to be contrary to the intent of the bylaw. The parking stall requirements as listed would either restrict development or result in many more parking stalls being added to the downtown. The parking rules in the draft version of Bylaw C10-13 should be re-written entirely to reduce requirements and the discretionary options listed as permitted options rather than discretionary.

Sincerely

David Truscott Secretary, Downtown Business Council

Micheal Borland

From: Matthew Siddons < MSiddons@fortsask.ca>

Sent: March-09-16 11:45 AM **To:** Micheal Borland

Subject: FW: downtown rezoning plan

Follow Up Flag: Follow up **Flag Status:** Flagged

Hi Micheal, This comment came in today. Thanks,

Matthew Siddons

Current Planner
City of Fort Saskatchewan

T: 780-992-6286 E: MSiddons@fortsask.ca

fortsask.ca



From:

Sent: March-08-16 6:05 PM

To: landuse planning

Subject: downtown rezoning plan

In general the regulations are well done. But review of the proposed zoning shows regulations that need to be rethought.

Where multi use buildings are developed, the building size should be regulated but the density of units or area dedicated to commercial should not. This allows for short and long term changes in use including live work.

Parking should also flexible particularly with respect to seniors wanting to be downtown and not drive and for businesses that are downtown oriented.

Unless the streets are very level, allowance should be made to vary front setbacks next to the sidewalks to allow for wheelchair access.

DOWNTOWN LAND USE BYLAW ONLINE SURVEY RESPONSES

Which of the following best describes you?

- A) Resident of Fort SaskatchewanB) Local Business Owner
- C) Local Land Owner D) Other

RESPONDENT RESPONSE	RESPONSE
1	Local Resident
2	Local Resident
3	Local Resident
4	4 Local Resident
5	Local Resident

Are you familiar with the Downtown Area Redevelopment Plan (DARP)? If so, do you think the new regulations reflect the DARP's principles?

RESPONDENT RESPONSE	RESPONSE
1	
2	2 No
3	Yes
4	No
5	recently yes. thanks to a concerned neighbour. real unfortunate that a representative of this plan has not one and
	knocked on the door and run it by those that are effected, i have invested in my neighbourhood and now feel really
	disrespected. this land use bylaw is a great theory but as new commercial areas in the fort open more moves away
	from the downtown area. as someone who has lived here my entire life i have watched the whole area slowly die.
	even since i have bought my home 11 years ago in your "TR-D" area it is worse than ever. the streets are almost
	empty during the weekend and any given day i can walk past a restaurant and unfortunately it has few or no
	customers.

Do you feel the proposed regulations are appropriate? Why or why not?

RESPONDENT	RESPONSE
1	We are concerned about the resident's right to rebuild their single family home if need be. We have lived in the same house here for 14 years and have no desire to leave should our house burn down. Many people in this neighbourhood feel this way as I'm sure you have already heard. Reconsider your bylaws and have them reflect what the public actually wants
2	Yes. We NEED affordable housing in Fort Saskatchewan!
3	I do think they are appropriate. My one concern would be the characteristics of the exterior decor. This has been an
	ongoing issue for me with this town. We say we have a "historic" downtown and yet we do nothing to send this message. Our new City Hall is a prime example. What a disgrace to spend so much on that facility. It is an eyesore
	A modern monstrosity in a supposed historic downtown. If history is the them we are going to grasp then lets do it
	right. Have regulations for new buildings to be designed with a historic theme, similar to St. Albert. This will give an overall consistent feel yet allow for originality within confines. It will also draw people and businesses to the area
	due to its originality and historic trendiness. This is of extreme importance. We continue to want to expand our
	historic identity (as we should) so then lets do it. (Other examples where this has happened recently; the new street
	signs in the residential area of Old Fort {yes, they hold historic names and the flags but the physical appearance is
	modern}, the Downtown sign - same thing).
4	I do not believe they are appropriate at all. Specifically, the part that affects those of us who own homes in the area.
	We personally are on a single lot and replacing our house (should something happen), with a multi-family
	home/duplex/condos, would not be feasible on our small lot. It would make for a house layout that is not useable
	for any size of family, certainly not our family of four. We would be forced to move which would be a devastating
	ordeal after losing our home. Also, our insurance will only cover to re-build what we had before (which is a single
	family dwelling), we would be forced to cover the cost of building a multi-family home which is unfair to any land
	owner.
5	the major problem i have as a resident effected by the TR-D bylaw is that as read from the record if my house burns
	down I have to build a duplex. how absurd, who is going to pay for this duplex? definitely not my insurance
	company. looking around my neighbourhood i must have one of the smallest lots. the last two weeks I've been
	driving in anger as any home i drive past has a lot at least 50% wider than mine and yet is not being targeted. talking
	to the neighbourhood this proposed transition zone is already putting a stop to upcoming improvements. I have
	absolutely nothing against duplexes in the area, if there is space to justify it. there is already a duplex on 105st (must
	be on a double lot) and a business on 103st. and i have not opposed either.

3

Are there any items you would like to see within the Downtown Land Use Bylaw?

RESPONDENT RESPONSE	RESPONSE
1	
2	2 It looks good to me
3	3 See above. I can't stress this enough. Also, commercial garbage disposal bins should be discrete and unseen. A good
	example is the 7/11 by Westpark - it has a gate around
4	4 Anything that revitalizes downtown is a positive, but the by-law that affects us home owners, needs to be removed.
5	5 how about getting rid of the lounge in the brandt hotel. the front sidewalk looks like a giant ash tray. but at least
	homes are not being kept up till morning hours like years prior when the alley was the go to smoke pit. I have
	personally witnessed butts being thrown without even coming close to a can and not even a second glance to pick
	up the trash that is still glowing red. terminating the negative elements may be the best improvement in the area
	and the brandt is an extreme on the negative.

that there is appropriate amounts of parking available. This will mean more parking stalls will be required for new developments. downtown requires 10 stalls, they would only require 2 stalls in the downtown. The proposed regulations are intended to ensure Currently the core commercial area of the downtown has an 80% parking reduction. For example, if a business outside of the

What are your comments or thoughts?

RESPONDENT RESPONSE	RESPONSE
1	There is plenty of parking downtown as it is. (If you know where to look) The newly narrowed streets however seem
	to be quite tight, especially when people Jaywalk through all the time; also when delivery trucks block a lane.
	Enforcement of this would be nice.
2	
8	Needed IF the parking areas are maintained! The current parking lot (and it is city owned, I believe) behind Gott the
	Gift of music down to the Brandt is disgusting. Always garbage there never manicured in the summer Looks like
	one is heading into a ghetto when driving past it into the residential are
4	I believe that currently there is enough parking downtown. I live down here, attend dinner, hair salons, dance
	studio, law firms and banks and shops and never have an issue finding a stall. Sometimes I have to walk half a block
	(i.e - no parking directly in front of the business), but nothing unreasonable and have used the parking at all times of
	the day/evening. Most times the streets are half full of cars and there are multiple spots available.
5	there is always parking available if not directly in front of a business a short walk away. this would likely prevent
	new developments as there is no area to put additional spaces. if there is already a reduction in place it would
	definitely not be possible to pull additional spaces out of thin air. for example the building that house of hong
	occupies would need at least 20 spaces, the building next to it would have to be taken down to make room for
	spaces. if anything happens to the current business it would stay unoccupied.

Additional Comments and Suggestions

RESPONDENT RESPONSE	RESPONSE
1	
2	
3	
4	We are very strongly against the by-law which will affect our home (on 104street), and intent to fight it to the fullest
	extent. We have worked hard to build our home and should something happen to our home (burn to the ground), it
	would be devastating enough to lose our home, let alone being forced to build a new home that would not suit our
	needs and then forced to sell (most likely at a loss as no one will want to buy a duplex that is too small for anything
	other than a single person). We would then be forced to start all over when we have a house that is paid for and we
	have invested time and money into up keeping. Our current home is only 1000sq ft and due to the lot size, we
	would not be able to build much bigger, meaning each side of the duplex would have 500-600sq ft for a foot print
	which does not make for a usable floor plan. We have worked hard to own our property and we should be able to
	re-build how we feel is appropriate, not forced into building something we cannot live in.
5	this land use bylaw sounds like a waste of resources. Iets fill the vacant lot where the old stationary store stood
	before it burnt to the ground, not to mention where the old twice but nice burnt down and still has not been
	developed(must have been 20+ years ago). dog wash is vacant. nail shop is vacant, many vacancies in the building
	that is home to vn express, part of the old farnesse building has not been occupied. also since safeway moved out it
	still has vacant space. a clothing shop tried to make it next to the coop and is vacant. top floor of the integrity land
	bldg is vacant. why is this group looking to damage residential as well? this also brings up the un developed lot
	across from the post office perhaps making downtown a unique place to be may be what it needs to stay alive.
	lets pray co-op doesn't move. loosing the last supplier of peoples needs could have devastating consequences.
	100ave looks great. lets keep that trend going, even I put a lot into the front of my home. please don't give the rest
	of my neighbourhood a reason to stop.

^{*}Survey was available on the City website from Feb 17, 2016 to March 7, 2016







Community Sustainability Plan R173-14

UR – Urban	UR – Urban Resources			
UR1	Rezone portions of the City to allow mixed use development, higher densities and a higher percentage of land (approximately 10-15% more) being dedicated to green spaces.			
UR5	Implement the Downtown Area Redevelopment Plan and Design Guidelines			
UR6	Emphasize the pedestrian experience in all urban design ensuring people have places to socialize and connect.			
UR7	Create a downtown land use designation with specific regulations to ensure the Downtown Area Redevelopment Plan can be implemented			
UR17	Promote infill sites for development prior to greenfield sites.			
CC - Comp	passionate Community and Sense of Community			
CC5	Adapt land use policies to allow for a greater range of housing options including mixed use and high density developments			
CC25	Create a sense of community where people make an effort to know their neighbours.			
SB – Suppo	rting Business			
SB2	Proactive downtown revitalization including incentives, high density development, multiple uses and connectivity			
SB8	Work to attract new businesses into the downtown shopping area			

Municipal Development Plan Bylaw C16-10

6.1 Downto	6.1 Downtown		
6.1.1	Implement the Downtown Area Redevelopment Plan and Design Guidelines document, which sets the main policy direction for the development of the Downtown, and support the ongoing initiatives identified in this Plan		
6.1.3	Establish the Downtown as the primary location within the City for new office developments, to augment the commercial land base		

6.1.4	Establish the Downtown as the City's most prominent walkable, urban neighbourhood, providing a unique range of residential, commercial, entertainment, cultural, and recreational opportunities
6.1.5	Encourage initiatives in the Downtown area that support the principles and policies of the City of Fort Saskatchewan Community Sustainability Plan
7.1 Urban S	tructure and Placemaking Policies
7.1.1	Encourage the development of the Downtown and Mixed Use Centres as primarily walkable precincts, with special attention given to the public realm and facilities for pedestrians.
7.1.2	Provide public realm improvements such as street furniture, public art, street trees, and other landscape features in urban areas, with special attention given to the Downtown and Mixed Use Centres.
7.1.5	Encourage a variety of land uses in the Downtown, Mixed Use Centres, and the General Urban Area, to promote integrated, complete neighbourhoods where residents can carry out most of their day-to-day activities.
7.1.10	Develop guidelines to locate parking behind, under, above, or to the side of buildings where appropriate.
8.2 Pedestri	ians and Cyclists
8.2.1	Ensure the delivery of pedestrian and bicycle facilities throughout the City as an integral part of the transportation system for both recreational and commuting use.
8.2.2	Plan for pedestrian and cyclist facilities as part of development and redevelopment proposals, ensuring the provision of adequate walking and cycling paths and lanes, and adequate cycle facilities such as secure storage, changing rooms, and showers where appropriate/feasible.
9.1 Diverse	Housing Options
9.1.2	Increase the overall density of housing in existing urban areas to reduce the requirement for additional infrastructure servicing and to meet the density targets established in the Capital Region Plan.
9.1.4	Support sensitive infill and redevelopment in the Downtown, Residential Mixed Use Centres, General Urban Area, and Core Residential land use districts.
13.2 Redev	elopment
13.2.2	Promote downtown revitalization by implementing the Downtown Area Redevelopment Plan and Design Guidelines.

Downtown Area Redevelopment Plan Bylaw C14-08

14.0 lmpl	lementation Program
18	Amendments to Land Use Bylaw, other planning documents to reflect ARP policies

CITY OF FORT SASKATCHEWAN

Bylaw C3-16 to Amend Land Use Bylaw C10-13 by Redistricting a Portion of Lot 1, Block 8, Plan 0324058, a Portion of Lot 2, Block 8, Plan 0324059, Lot 1, Block 1, Plan 0820100, and a Portion of SW $\frac{1}{4}$ 2-55-22 W4M from IR - Industrial Reserve District to IL - Light Industrial District

Motions:

- 1. That Council give second reading to Bylaw C3-16 to amend Land Use Bylaw C10-13 by redistricting a portion of Lot 1, Block 8, Plan 0324058, a portion of Lot 2, Block 8, Plan 0324059, Lot 1, Block 1, Plan 0820100, and a portion of SW ½ 2-55-22 W4M from IR-Industrial Reserve District to IL Light Industrial District.
- 2. That Council give third reading to Bylaw C3-16 to amend Land Use Bylaw C10-13 by redistricting a portion of Lot 1, Block 8, Plan 0324058, a portion of Lot 2, Block 8, Plan 0324059, Lot 1, Block 1, Plan 0820100, and a portion of SW ½ 2-55-22 W4M from IR-Industrial Reserve District to IL Light Industrial District.

Purpose:

To present Council with further information regarding Bylaw C3-16 and to request consideration of second and third readings.

Background:

TAG Developments (formerly TransAmerica Group) has submitted an application to redistrict 10.97 ha (27.11 ac) of land from IR - Industrial Reserve District to IL - Light Industrial District. The proposed redistricting is for four existing parcels of land.

These lands are located south of Highway 15 and north of Josephburg Road. The applicant has also submitted an associated subdivision application to create a new light industrial lot. Currently, the development proposed for this lot is a Service Station (truck stop).

Bylaw C3-16 received first reading at the February 9, 2016 regular Council meeting and a Public Hearing was held on February 23, 2016. Through the Public Hearing process, Dow Canada submitted a letter outlining concerns with the proposal. To address these concerns, second and third reading of the bylaw were delayed to permit further consultation.

Administration met with Dow Canada staff on March 3, 2016. Dow Canada raised concerns regarding allowing a vehicle oriented use that may result in overnight stays and accommodations. They also expressed concerns with new road access points to Highway 15 as this would result in additional roads to close in the event of an emergency.

The Risk Assessment submitted with this redistricting application was provided to Dow Canada for their review.

The Risk Assessment determined that the proposal aligns with the "acceptable level of risk" criteria as defined by the Major Industrial Accidents Council of Canada (MIACC). The report indicates residential uses or overnight stays in the area would be an unacceptable level of risk. Should this application be approved, this can be addressed through conditions of the development permit. Such conditions can include signage prohibiting overnight stays and a requirement to incorporate 'shelter in place' that is accessible at all times. At the time this report was prepared, no further concerns were identified by Dow Canada.

In order to facilitate site development, intersection improvements, which include the installation of signals will be required at Highway 15 and 119 Street. On January 26, 2016, Council approved an expenditure from the Industrial Development Levy Reserve to fund detailed design improvements for the intersection. The timing of these improvements should be tied into the construction of the new road associated with the subdivision application. It is noted that occupancy of any new development shall not occur until the appropriate road improvements have been made.

Plans/Standards/Legislation

The redistricting of these lands as Light Industrial aligns with the policies of the Municipal Development Plan (MDP), Alberta Industrial Heartland Area Structure Plan, and Alsten Lands Outline Plan.

The MDP designates these lands as "Light and Medium Industrial". The MDP provides direction that the City proactively encourage a supply of fully serviced light industrial lands to support local industry and businesses. It also outlines that light and medium uses meet current Industrial Risk standards and guidelines.

The Alsten Lands Outline plan designates these lands as "Light Industrial".

Please refer to Appendix "B" for a detailed policy analysis

Financial Implications:

Financial implications will include funding intersection improvements at Highway 15 and 119 Street. Costs will be determined through the detailed design process and will be funded through the appropriate development levy.

Recommendation:

That Council give second and third readings to Bylaw C3-16 to amend Land Use Bylaw C10-13 by redistricting a portion of Lot 1, Block 8, Plan 0324058, a portion of Lot 2, Block 8, Plan 0324059, Lot 1, Block 1, Plan 0820100, and a portion of SW ½ 2-55-22 W4M from IR-Industrial Reserve District to IL - Light Industrial District.

Attachments:

- 1. Bylaw C3-16
- 2. Schedule "A" Map Amendment to Appendix A- Land Use Map Bylaw C10-13
- 3. Appendix "A" Aerial Photo of Existing Land Use Districts
- 4. Appendix "B" Relevant Planning Policies
- 5. Appendix "C" Bylaw C16-10 Municipal Development Plan- Land Use Concept Map

LUB Amendment (Bylaw C3-16) April 26, 2016 regular Council Meeting Page 3

- 6. Appendix "D" Bylaw C19-00 Alberta Industrial Heartland ASP- Land Use Concept Map
- 7. Appendix "E" Alsten Lands Outline Plan- Tentative Land Use Plan
- 8. Appendix "F" IL (Light Industrial District), Land Use Bylaw C10-13 regulations
- 9. Appendix "G" IR (Industrial Reserve District), Land Use Bylaw C10-13 regulations

10. Appendix "H" - Dow Canada Response

File No.: Bylaw C3-16

Prepared by: Matthew Siddons Date: April 14, 2016

Current Planner, Planning & Development

Approved by: Troy Fleming Date: April 20, 2016

General Manager, Infrastructure &

Community Services

Reviewed by: Kelly Kloss Date: April 20, 2016

City Manager

Submitted to: City Council Date: April 26, 2016



A BYLAW OF THE CITY OF FORT SASKATCHEWAN IN THE PROVINCE OF ALBERTA TO AMEND BYLAW C10-13, LAND USE BYLAW

BYLAW C3-16

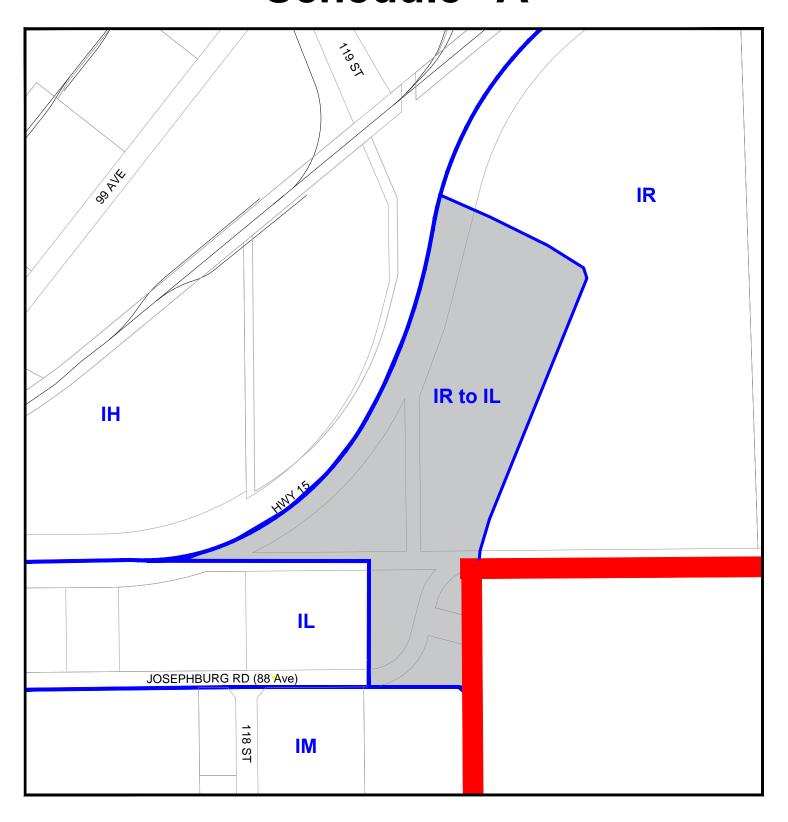
WHEREAS the *Municipal Government Act,* R.S.A.,2000, c.M-26 as amended or repealed and replaced from time to time, provides that a municipality has the power to amend the Land Use Bylaw;

NOW THEREFORE, the Council of the City of Fort Saskatchewan, in the Province of Alberta, duly assembled, enacts as follows:

- 1. That Appendix A, Land Use District Map covering part of Lot 1, Block 8, Plan 0324058, part of Lot 2, Block 8, Plan 0324059, Lot 1, Block 1, Plan 0820100, and part of SW 1/4 2-55-22 W4M, be amended to redistrict from IR (Industrial Reserve District) to IL (Light Industrial District) as shown on the attached Schedule "A".
- 2. This Bylaw is cited as the Amendment to Land Use Bylaw C10-13, as amended, repealed and/or replaced from time to time.
- 3. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion must be severed and the remainder of the Bylaw is deemed valid.
- 4. This Bylaw becomes effective upon third and final reading.

READ a first time this	9 th	day of	February	2016.
READ a second time this		day of		2016.
READ a third time and pas	ssed this	day of		2016.
		MAYOR		
		DIRECTOR, LEG	GISLATIVE SEE	RVICES
		Direction, LEC		WIOLO
		DATE SIGNED):	

BYLAW C3-16 Schedule "A"





APPENDIX "A"- AERIAL PHOTO OF EXISTING LAND USE DISTRICTS







Related Policy to Bylaw C3-16 Fort Industrial Estates Phase 3 Redistricting

Municipal Development Plan – Bylaw C16-10 Designation: Light and Medium Industrial (LMI)

6.8 Indust	6.8 Industrial		
6.8.16	Ensure compatibility between the Light and Medium Industrial designation and surrounding urban development by directing only Light Industrial uses to those lands within proximity of the General Urban Area.		
6.8.17	Proactively work to ensure a supply of fully serviced Light and Medium Industrial lands.		
6.8.18	Ensure that Light and Medium Industrial uses meet current Industrial Risk standards and guidelines		
6.8.19	Use a risk management approach based on principles of: risk reduction at the source; risk reductions through land use controls and prescribed mitigation measures; emergency preparedness; emergency response; and, risk communication.		
13.0 Resp	onsive Local Economy		
13.3.1	Support economic diversification by ensuring there are sufficient commercial and industrial lands available to suit a variety of business opportunities		
13.3.3	Collaborate with local business associations and industry to support the continued development of existing businesses and attract new business and industries to meet the needs of the local population.		

Community Sustainability Plan - R173-14

SB – Supporting Business		
SB13 Develop medium and light industrial eco-industrial		
development nodes		
UR – Urban Resources		
UR25	Intensification of industrial lands	

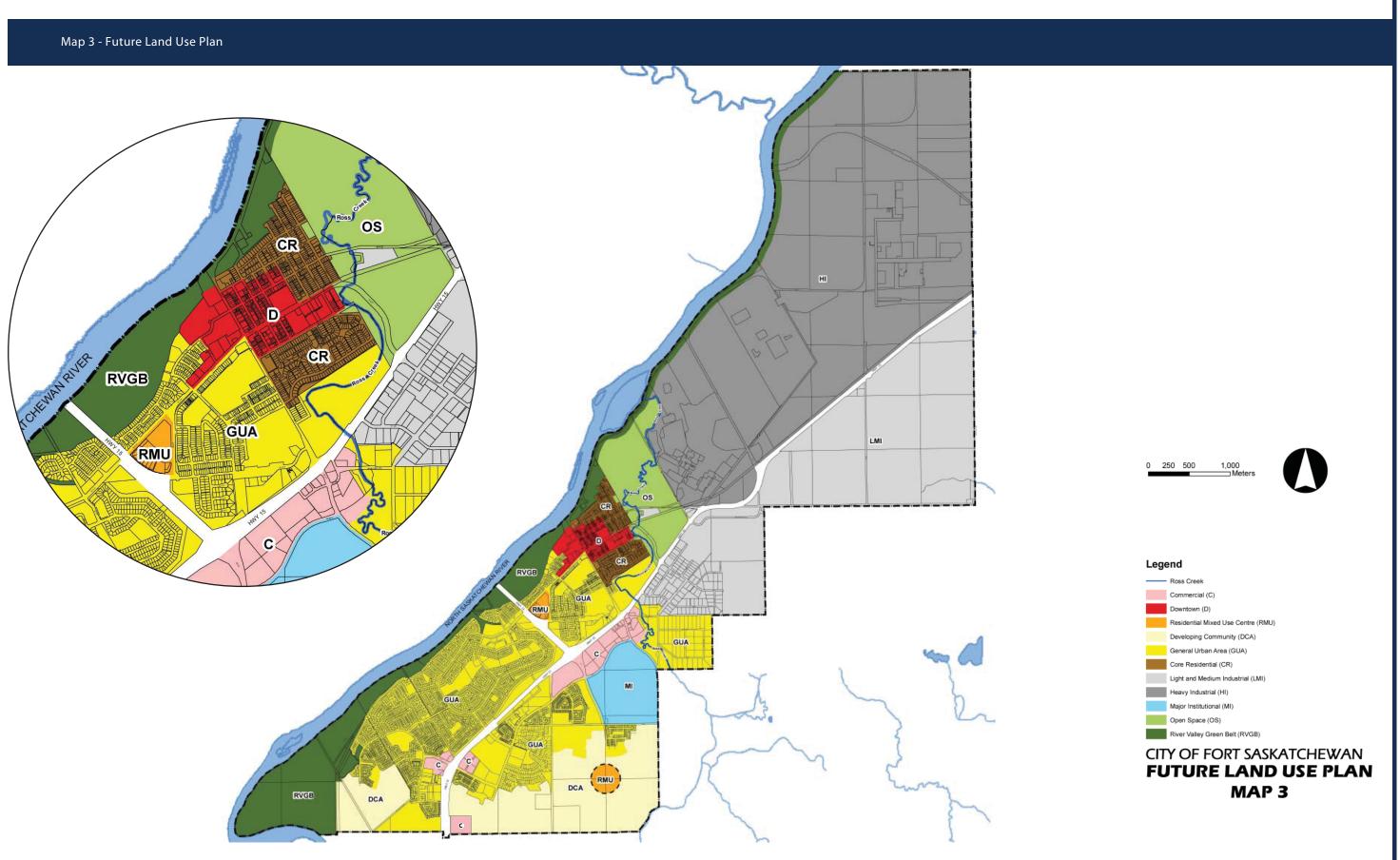
Alberta's Industrial Heartland Area Structure Plan – Bylaw C19-00 Designation: Medium and Light Industry Policy Area

2.4.2. Transition Zone Policies: Medium Industry, Light Industry/Business and Agricultural Policy Areas

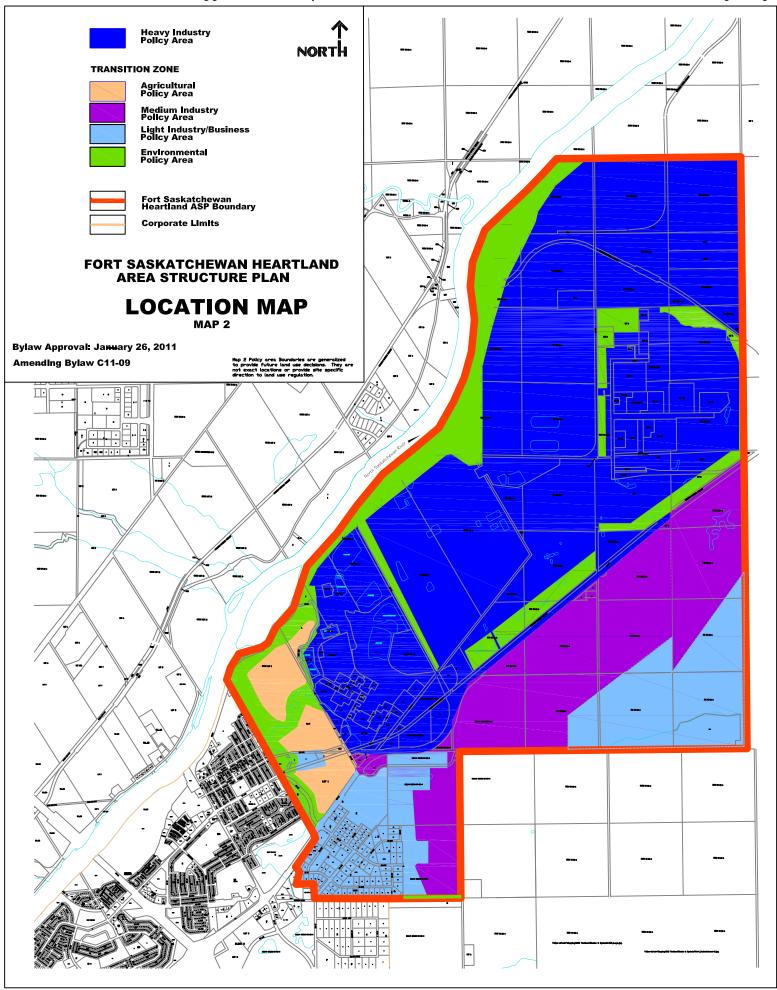
Light industrial activities could include services supporting the Heartland area and other regional activities such as contractor services, small equipment rentals and repairs, light eating establishments, convenience stores, minor professional financial and office business services, administration offices, industrial vehicle sales and rental offices, greenhouses and plant stores.

Commercial and highway commercial to serve the heavy industry sector and highway traffic, such as shops, offices, convenience stores, gas bars and minor eating establishments may be considered in the Light Industrial / Business Policy Area, provided there are sufficient setbacks from any hazardous heavy industry;

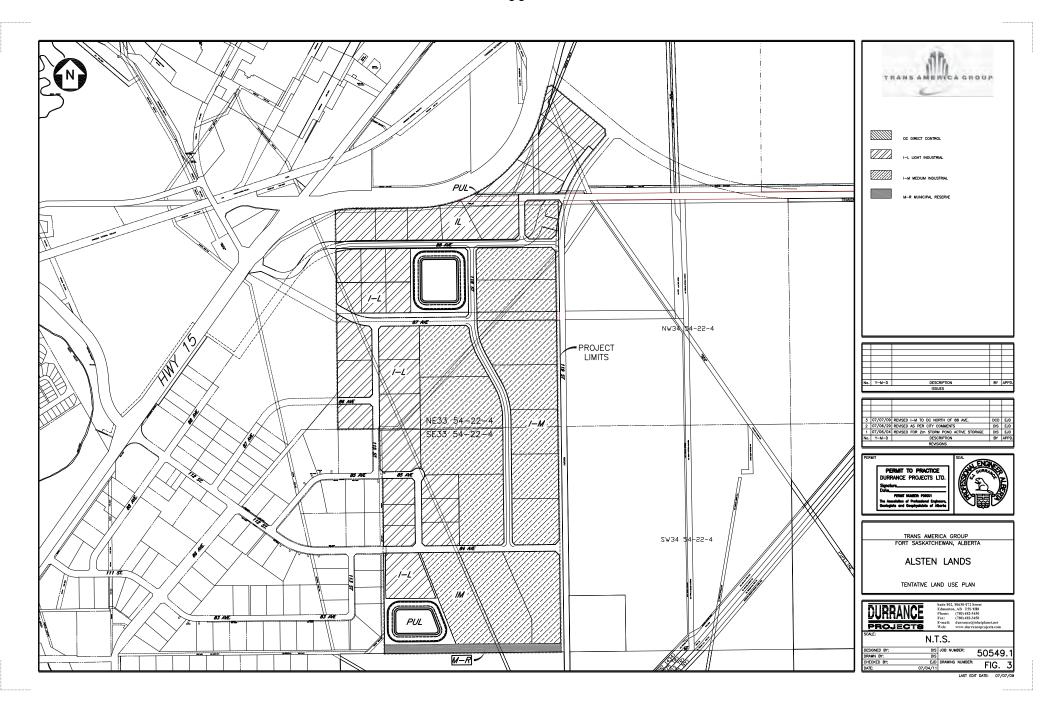
Access to and from Highway 15 will be controlled at central locations intersecting with Highway 15 and positioned in consideration to existing and proposed traffic flows and previously established or planned intersections.



Municipal Development Plan



Appendix "E" - Alsten Lands Outline Plan- Tentative Land Use Plan



7.8 IL – Light Industrial District

7.8.1 IL Purpose

This District is intended to provide for light industrial uses that do not adversely affect adjacent land uses or cause any external, objectionable or dangerous conditions outside of any building on the light industrial site. This District is normally applied to sites adjacent to major roadways on the periphery of industrial areas and may serve as a buffer between heavier industrial and other land uses.

7.8.2 IL Permitted and Discretionary Uses

(a)	IL Permitted Uses		
-	¹(Deleted)	-	Roof sign
-	Billboard sign	-	Service station
-	Contractor service	-	Service station (limited)
-	Emergency response service	-	Service station, bulk fuel
-	Fascia sign		depot
-	Freestanding sign	-	Storage facility
-	General industrial use*	-	Surveillance suite
-	Greenhouse	-	Vehicle and equipment
-	Identification sign		storage
-	Inflatable sign	-	Vehicle repair facility
-	Kennel	-	Vehicle repair facility (limited)
-	Nature conservation use	-	Vehicle sales, leasing and
-	Pet care service		rental facility
-	Portable sign	-	Vehicle sales, leasing and
-	Projecting sign		rental facility (limited)
-	Recycling depot	-	Vehicle wash
-	Research and development facility	-	Veterinary clinic
		-	Warehouse distribution and storage
		-	Warehouse sales
		-	² Accessory development to any use listed in subsection 7.8.2(a)

^{*}General industrial uses with the potential to create significant impacts, adverse effects or nuisance off the site, including but not limited to smoke, gas, odour, sound, vibration or other objectionable impacts, shall be considered as a discretionary use.

¹ C19-15

² C19-15

(b)	IL Discretionary Uses		
-	Commercial school	-	Outdoor storage facility
-	Communication tower	-	Professional, financial and
-	Communication tower (limited)		office service
-	Community service facility	-	Retail store (general)
-	Eating and drinking establishment (limited)	-	Wind energy converter system Wind energy converter
-	Electronic message sign		system (limited)
-	Indoor entertainment facility	-	² (Deleted)
-	¹ Indoor recreation facility	_	³ Accessory development to
	(unrestricted)		any use listed in subsection
-	Outdoor entertainment facility		6.13.2(a)
-	Outdoor recreation facility		
-	Outdoor storage		

7.8.3 IL Site Subdivision Regulations

	Interior or Corner Site
a) Site Area	0.2ha (0.49 acres) minimum
b) Site Width	No minimum
c) Site Depth	30.0m (98.4ft) minimum

¹ C19-15

² C19-15

³ C19-15

7.8.4 **IL Site Development Regulations**

	Interior or Corner Site
a) Front Yard	6.0m (19.7ft) minimum
Setback	
	Flanking front yard minimum at the discretion of the Development
	Authority
b) Rear Yard	5.0m (16.4ft) minimum
Setback	
	May be reduced to 4.5m (14.8 ft), at the discretion of the Development
	Authority, if it can be demonstrated that the reduction would have no
	adverse impacts on adjacent lands and that all Safety Code requirements
	are adhered to.
c) Side Yard	4.5m (14.8ft) minimum
Setback	
	Subject to Alberta Building Code and Safety Codes Act, one side yard
	setback may be reduced to a minimum of 1.5m (4.9ft) at the discretion
	of the Development Authority
d) Height	¹ 15.0m (49.2ft) maximum for building.
	² 30.0m (98.4ft) for towers, structural, equipment storage or other
	components of the building which may be required for the operation
	(not intended to allow for an additional storey above 15.0m).
e) Site Coverage	60% maximum for all buildings

Additional Development Regulations for IL 7.8.5

- (a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 - General Regulations for all Land Use Districts, Sections 7.1 to 7.11 of Part 7 – Industrial Land Use Districts, Part 11 - Parking and Loading, and Part 12 - Signs; and
- (b) ³All development and uses within this Land Use District are subject to the applicable provisions of Section 10.4 - IL Limited Use Overlay.

¹ C19-14

² C19-14

³ C19-14

7.11 IR – Industrial Reserve District

7.11.1 Purpose

This District is generally intended to reserve those areas of the City which are rural in character or land use but intended for future industrial development until such time as a plan of subdivision has been accepted in principle or approved for other specific uses not permitted in this District. The reclassification of land to other Land Use Districts will normally occur subsequent to the acceptance of an Area Structure Plan where one is required by Council and subsequent to the approval of the subdivision proposed.

7.11.2 IR Permitted and Discretionary Uses

7.11.3 IR Site Subdivision and Development Regulations

All subdivision and development regulations are at the discretion of the Development Authority, who shall have regard to the impact of the proposal on the intended purpose of the Land Use District and the impact that any application may have on industrial lands or those non-industrial lands adjacent to the site.

7.11.4 Additional Regulations for IR

(a) All development and uses within this Land Use District are subject to the applicable provisions of Part 4 - General Regulations for all Land Use Districts, Sections 7.1 to 7.11 of Part 7 – Industrial Land Use Districts, Part 11 - Parking and Loading, and Part 12 - Signs; and

² C19-15

¹ C19-15

³ C19-15

⁴ C19-15

(b) On-site water and sewer services shall comply with all applicable Alberta Safety Codes Act requirements and Provincial Legislation.



Dow Chemical Canada ULC Bag 16, Highway 15 Fort Saskatchewan, Alberta T8L 2P4, Canada

February 19, 2016

Troy Fleming
General Manager, Infrastructure & Community Services
City of Fort Saskatchewan
10005 – 102 Street, Fort Saskatchewan, AB T8L 2C5
Via email – tfleming@fortsask.ca

Subject:

Proposed Amendment to Land Use Bylaw C3-16

Dow Chemical Canada ULC (Dow) Stakeholder Input

Dear Mr. Fleming,

Dow has received notice of the Tuesday February 23, 2016 Public Hearing with respect to Bylaw C3-16. The purpose of this letter is to provide a written submission for consideration. Dow has concerns with the proposed change in zoning of the subject lands from Industrial Reserve (IR) to Light Industrial (IL) near our property.

As a verified Responsible Care company and active members of Northeast Region Community Awareness and Emergency Response (NR CAER), Dow strives for an open and transparent dialogue with our community members regarding our site operations. For more than 55 years we have been working to gain the trust and respect of our local stakeholders and residents by demonstrating a commitment to the safety of our employees, neighbours and the environment. It is with a view on public safety that we welcome the opportunity to provide input into this proposed amendment to Bylaw C3-16.

Dow has provided feedback in the past on this topic, most recently via a letter on November 13, 2013 after a productive meeting between Dow personnel and Luis Esteves of Scheffer Andrew Ltd. on November 4, 2013. A copy of this 2013 feedback is attached for consideration during the period of by-law public engagement.

Dow's original concerns with proposed development remain: minimizing use of the land by transient populations (retail, restaurants, activities that encourage overnight stay) to ensure those living within our Emergency Planning Zone be fully aware of the actions to be taken in the case of a Dow site emergency; and minimizing the road access to facilitate effective Highway 15 road closure in the case of emergency.

In the interest of public safety we respectfully request the City of Fort Saskatchewan review their process for risk management for this proposed bylaw change and future development to ensure it is reflective of the emergency response realities of the industry that operate in this region.

For further information or clarification, please contact Marcella deJong at 780-998-8529.

Yours truly,

Joe Deutscher

Site Director Alberta Operations

Attachments

Copy: Matthew Siddons, via email msiddons@fortsask.ca



Dow Chemical Canada ULC
Bag 16, Highway 15
Fort Saskatchewan, Alberta
T8L 2P4, Canada

November 13, 2013

Luis Esteves Scheffer Andrew Ltd. 12204 – 145 Street NW Edmonton, AB T5L 4V7

Subject:

Josephburg Road North Industrial Area Structure Plan Dow Chemical Canada ULC (Dow) Stakeholder Input

Dear Mr. Esteves,

Thank you for meeting with Dow personnel on November 4th, 2013 at the Dow Chemical Canada ULC Fort Saskatchewan Site. We are pleased to provide feedback on the Josephburg Road North Industrial Area Structure Plan as well as a copy of the meeting presentation.

As a verified Responsible Care company and active members of Northeast Region Community Awareness and Emergency Response (NR CAER), Dow strives for an open and transparent dialogue with our community members regarding our site operations. For more than 50 years we have been working to gain the trust and respect of our local stakeholders and residents by demonstrating a commitment to the safety of our employees, neighbours and the environment. It is with a view on public safety that we welcome the opportunity to elevate our concerns about the proximity of some elements of the proposed development to our Dow Fort Saskatchewan site.

In general, Dow supports the City's proposed development as Medium Industrial. However, due to the proximity of the development area to our site, Dow would like to raise our concerns (and propose limitations) on the types of businesses and activities allowed to minimize the potential impact in case of a Dow emergency. In particular, any vehicle oriented use that could result in overnight stays or accommodations should not be permitted. Any use involving public retail should not be permitted. Our concerns rest with the application of due diligence according to Directive 71, that requires us to ensure those working or living within our Emergency Planning Zone be fully aware of the actions to be taken in the case of a site emergency. This is simply not possible with a transient populace. Long term occupants with an understanding of Dow and other area industry activities with knowledge of Shelter in Place protocols are desired. In case of an emergency, a detailed notification plan needs to be developed by the City that will ensure notification of all parties within 15 minutes of an emergency declaration.

At the meeting, you showed Dow representatives the approved City of Fort Saskatchewan Transportation Plan associated with this development. Dow has significant concerns about the planned access points to the development from Highway 15. Currently, in an emergency, Highway 15 can be closed at two points: 119 Street and Range Road 220. The planned additional intersections allowing access into the proposed development area will complicate emergency closures of Highway 15 and therefore, access to the development area should be restricted to RR220 and 119 Street. Dow has held discussions with our local RCMP detachment regarding the delegation of responsibility in support of public safety. Due to our proximity and speed at which we could re-route traffic, Dow would have an expectation to fulfill this role on behalf of our first responders.

Again, please know we appreciate the forethought in engaging local industry to have the dialogue on the development to be occurring across from our site operations. In the interest of progressive economic development, emergency management and public safety, we would like to further clarify the future plans for this land based on our concerns outlined in this correspondence. For further information or clarification, please contact Marcella deJong at 780 - 998 - 8529.

Yours truly,

Joe Deutscher

Site Director, Alberta Operations

Attachments

Copy: Kelly Kloss, City Manager, City of Fort Saskatchewan

James Clark, Fire Chief, City of Fort Saskatchewan



Dow Chemical Canada ULC Bag 16, Highway 15 Fort Saskatchewan, Alberta T8L 2P4, Canada

November 13, 2013

Luis Esteves Scheffer Andrew Ltd. 12204 – 145 Street NW Edmonton, AB T5L 4V7

Subject: Josephburg Road North Industrial Area Structure Plan

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Yours truly,

Joe Deutscher

Site Director, Alberta Operations

Attachments

Copy: Kelly Kloss, City Manager, City of Fort Saskatchewan

James Clark, Fire Chief, City of Fort Saskatchewan



Dow Chemical Canada ULC Fort Saskatchewan Site







Josephburg North Industrial Area Structure Plan

November 4, 2013 Meeting Attendees

Scheffer Andrew Limited:

- Luis Esteves, Senior Planner
- Kyle Payne, Junior Planner

Dow Chemical Canada ULC:

- Mike Dziarmaga, Responsible Care Leader
- Trevor Griffith, Emergency Services Leader
- Luc Van Belleghem, Process Safety
- Marcella deJong, Regulatory Affairs



Dow Worldwide

- Mission: To passionately innovate what is essential to human progress by providing sustainable solutions to our customers.
- Annual sales of \$53.7 billion USD in 2010
- Over 50,000 employees globally
- Serves customers from 188 sites in 35 countries across the globe
- Produces products for a wide-range wide range of markets that are vital to human progress: food, transportation, health and medicine, personal and home care, and building and construction



Fort Saskatchewan Site Overview

- Operating in Fort Saskatchewan since 1961
- 2,128 acre site representing a \$2.7 billion investment
 - World-scale plants producing seven billion pounds of product each year
- Workforce
 - approximately 500 Dow employees and 50 MEGlobal employees
 - between 200 and 400 contractors on average
- Economic Impact
 - pay over \$6.4 million in property taxes
 - spend over \$1.9 billion per year in Alberta to run operations

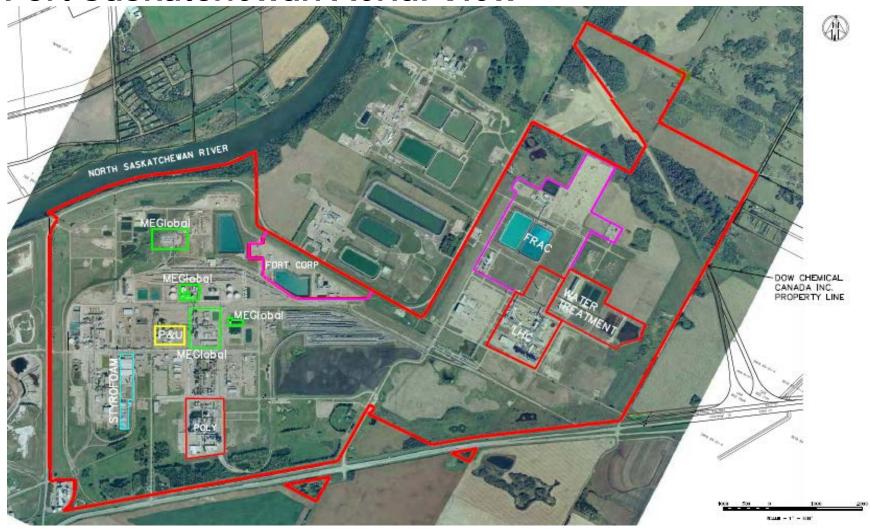


Fort Saskatchewan Site Overview

- Dow Manufacturing units include:
 - Polyethylene
 - Light Hydrocarbons including Water Treatment and C2 Cracker
 - Power and Utilities
- JV Manufacturing plants include:
 - Fractionator & Storage (Keyera, Shell, Dow)
 - Ethylene Storage Facility, "Fort Corp" (Pembina, Dow)
 - MEGlobal Glycol (PIC, Dow)



Fort Saskatchewan Aerial View





What do we make at the Fort?

Ethylene

 produced by heating ethane to a very high temperature which cracks the molecule into many different compounds. The molecules reform into other compounds – including ethylene.

Ethylene Glycol (produced by MEGlobal)

 used by customers to make antifreeze, aircraft deicing fluids, polyester clothing, plastics for car parts and bottles

Polyethylene

- used by Dow's customers to make plastic wrap, storage bags, food packaging, plastic toys
- produced in the form of small pellets

Power

- Two Dow Cogen power units
- One TransAlta-Strongwater gas Cogen power unit
- Supply power and utilities on site
- Can buy from / sell to Alberta Grid



What are the unexpected scenarios that could happen at the Fort that we work hard to prevent from EVER happening?

First, an important definition:

ERPG 2: Emergency Response Planning Guideline – 2

 The max air borne concentration it is believed below which all individuals could be exposed for up to 1 hr without developing irreversible health effects or not be able to take protective action

Potential Scenarios : Assume 'Worst Case Scenario' failure, no intervention and standard atmospheric conditions:

- Dow Water treat chlorine cylinder release
 - ERPG 2 of 3 ppm, 11 km
- MEGlobal ethylene oxide process release
 - ERPG 2 of 50 ppm, 49 km
 - Highly flammable and expected to ignite before it leaves fenceline
- Polyethylene hydrochloric acid release
 - ERPG 2 of 20 ppm, 5 km
- HCP or Site Logistics butadiene release
 - ERPG 2 of 200 ppm, 3 km
 - Highly flammable and expected to ignite before it leaves fenceline



Potential Scenarios: Continued:

- HCP hydrocarbon release (flammable only):
 - propylene, propane release ERPG 2 n/a
 - Flammability .3 km beyond fenceline or mild pressure wave felt beyond fenceline
- HCP hydrocarbon release (flammable and slightly toxic):
 - Pentane, ethylene release ERPG 2 of 2 km
 - Highly flammable
 - Flammability .4 km beyond fenceline or mild pressure wave felt beyond fenceline



How does Dow prevent Events with Offsite Impact?



Overview of Dow Process Risk Management Program

LEVEL 1: PROCESS HAZARDS ANALYSIS

- Fire & Explosion Index (FEI)
- Chemical Exposure Index (CEI)
 - RC/PHA Questionnaire
 - LOPA Target Factors*

LEVEL 2: RISK REVIEW

- LOPA* (Technologies new to Dow are HAZOP'd)
 - Cause-Consequence pair Identification*
- Explosion Impact (Building Overpressure) evaluation*
 - Structured Scenario Analysis

LEVEL 3: ENHANCED RISK REVIEW

- Dose-adjusted consequence analysis
 - Screen for QRA*

LEVEL 4: QUANTITATIVE RISK ASSESSMENT

- Combination of Consequence Analysis, Frequency of Impact
 - Focuses on highest risk activities



Level 2: RISK REVIEW

Level 3 ENHANCED RISK REVIEW

> L4: QRA

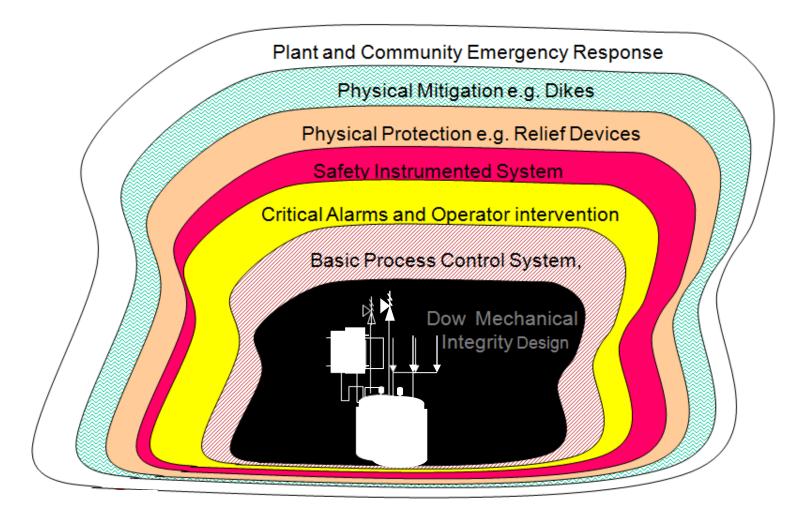


LOPA – Layer of Protection Analysis

- Identify every bad thing that might happen
- Assign a number to it from 4 10 (target factor) e.g. a fatality = 6
- Then, make sure you have enough independent protection layers to reduce the target factor to <u>zero</u>
- Document this
- Audit it long term to make sure the protection layers are maintained.



The LOPA "Onion"





How does Dow ensure appropriate response in the unlikely event of a situation that could have offsite impact?

Effective Response to Significant Emergency Events

- Control of emergency
 - Isolation of release
 - Prevention of escalation
- Protection of site employees (eg. Site Shelter in Place)
- Protection of Public
 - Shelter in Place Callout to neighbours, City of Fort Sask
 - Traffic management (road and rail closures on/off site)
- Virtual Emergency Operations Centers
 - Allows activation of critical response resources immediately vs having people report to site

Effective Response to Significant Emergency Events

- Initiating mutual aid support
- Safety of emergency responders
- Modeling of release
- External notifications



Effective Response to Significant Emergency Events

- Dow has modeled worst case and other scenarios of significance and developed specific procedures for how to manage these scenarios
- Dow routinely conducts emergency drills around these scenarios to test out the Site Emergency Plan
- Dow works with NRCAER, City of Fort Saskatchewan, etc.

Example Scenarios

- HCL SOS
- EO
- Ethane



Risk Assessment Report

- The City of Fort Saskatchewan commissioned Doug McCutcheon and Associates Consulting to provide a Risk Assessment of the proposed development area.
- Draft report was provided to stakeholders on February 9, 2009
- Report recommendations informed the City of Fort Saskatchewan's zoning for this development area
- Dow Preferences Medium Industrial
 - Not: residential, hotels, truck stops, restaurants, any use that could result in overnight stays or accommodation
 - Long-term occupants with knowledge of Emergency Response / Shelter In Place.



Medium Industrial - Dow Recommendations for this location:

Goal: Minimize potential for overnight use or transient occupants

Appropriate:

- ✓ Automotive & Equipment Repair Rental
- ✓ Contract Engineering / Projects
- ✓ General Industrial Uses
- ✓ Storage Facility
- ✓ Warehouse Sales, Distribution
- ✓ Agricultural
- ✓ Communications Tower

Not Appropriate:

- X Public Retail
- X Bulk Fuel Depot
- X Auctioneering Facility
- X Gas Bar
- **X** Service Station



Discussion

CITY OF FORT SASKATCHEWAN

High Performance Sports Field - Approval to Construct

Motion:

That Council proceed with construction of Project 16032 High Performance Sports Field as approved in the 2016 Capital Budget.

Purpose:

To present Council with the concept design and to confirm the construction estimate and operating estimates for the High Performance Sports Field, allowing Council to approve the construction of the project.

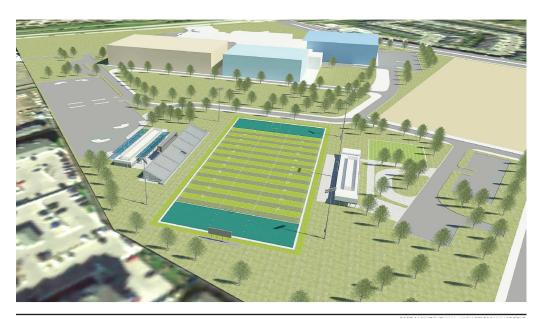
Background:

The 2015 Recreation Facility and Parks Master Plan Update identified the High Performance Sports Field as one of the Community's top priorities for recreation development. During the 2016 Budget Deliberations, Council approved a resolution that the High Performance Sports Field & Amenities in the amount of \$7,700,000 be included in the 2016 budget, subject to a detailed analysis of the capital and operating costs to be presented to Council prior to final approval.

This multi-sport facility is being designed to accommodate Soccer (FIFA regulation size), Football (CFL Size), Lacrosse, and Rugby. Administration has had discussions with direct stakeholders to engage them in the needs assessment and design process. This includes the Fort Saskatchewan Soccer Association and Fort Saskatchewan Minor Football.

Through a competitive Request for Proposal process a consulting team, led by Associated Engineering, was retained to design and manage the project. Field users were asked to provide a list of their needs.

The results of the user group meetings resulted in the creation of a project scope that is estimated to cost \$7,700,000. This will allow the City to meet the immediate needs of community user groups and allow for user groups to undertake fundraising should they wish to advance the construction of some of the additional amenities.



The project proposes four - 25 person change rooms, which will allow the Fort Saskatchewan Soccer Association to host major Provincial Championships and make more efficient use of the field by allowing for back-to-back game schedules. These facilities will also support Community Football, Field Lacrosse, and Rugby matches by designing the change rooms to have removable walls. This will open up the four change rooms into two – 50 person change rooms, which will allow High School Football to host league home games, including playoffs.

The project has been designed with basic needs to be constructed immediately with the ability to adjust the scope of the project depending on project costs. The current base cost estimate does not include the grand stands and other amenities as listed in the technical report, however, they will be included in the tender package. If tender submission prices come in below the projected budget, the option exists to add in additional amenities.

Base Project Scope

Table 6.1
Conceptual Construction Cost Estimate for the High Performance Field

High Performance Field	Cost (\$)
General Requirements	\$50,000
Site Development and Parking Lot	\$371,000
One Sports Field (Artificial turf, site prep, install)	\$2,058,000
Lights	\$417,000
Score Clock	\$50,000
Site Services (Electrical, water, sanitary, storm)	\$658,000
Buildings	\$2,632,000
Hard & Soft Landscaping	\$158,000

The Conceptual Design Report outlines a number of other amenities that can be added to the field at a later date. These include an additional two - 50 person change rooms, storage and meeting room spaces, and the grand stands, if required. The User Groups have committed to fundraising for additional amenities to be included at a later date.

Additional Amenities

Table 6.2
Conceptual Cost Estimate for the Optional Amenities

Optional Amenities	Cost (\$)
Grand Stands with Press Box	\$1,131,000
Main Entrance Bldgs. (Meeting Rooms & Storage)	\$487,000
50 Player Change Rooms (2 @ 267m²)	\$1,515,000
Turf Pad	\$203,000
Black Vinyl along Fence	\$23,000
Upgrade Stadium Lighting to LED	\$473,000
Subtotal	\$3,832,000

The Park and Ride Facility (approved Project 14031 - Transit Park and Ride) is being located adjacent to the High Performance Sports Field. This will allow field users to use the parking lot of the Park and Ride Facility.



The High Performance Sports Field project is being planned in parallel with the Park and Ride project to allow for efficiencies in project design and facility utilization. For example, constructing shared parking facilities creates efficiencies within both projects as the primary use of both facilities occurs in offsetting peak times. In addition, the site requires the construction of a storm pond retention facility, which will benefit both facilities in addition to any future expansion done on the Dow Centennial Centre (DCC) facility.

Financial Implications:

The construction budget of \$7,700,000 is included in the 2016 Capital Budget.

The net operating impact of the field is \$338,600 per year (starting in 2017) which includes staffing, maintenance supplies, contract services, utilities, contributions to reserve for turf replacement every 12 years and contributions to reserve for other equipment replacements. The operating estimate assumes \$40,000 in revenue. The operating impact is included in the approval of project.

Administration has analyzed the operating costs and revenue projections. While the operating costs are budgeted as close as possible to actuals, it is believed that over the course of the next few years, revenues will increase from the projected \$40,000 amount currently in the budget. In addition, the inclusion of replacement reserve contributions continues the strong tradition of preparing for the long-term lifecycle replacement of the asset, which puts the City in a strong position to maintain the long-term quality of their assets.

Recommendation:

That Council proceed with construction of Project 16032 High Performance Sports Field as approved in the 2016 Capital Budget.

Attachments:

Conceptual Design Report - High Performance Field

File No.:				
Prepared by:	Grant Schaffer Director Project Management	Date:	April 19, 2016	
Approved by:	Troy Fleming General Manager, Infrastructure and Community Services	Date:	April 21, 2016	
Reviewed by:	Kelly Kloss City Manager	Date:	April 21, 2016	
Submitted to:	City Council	Date:	April 26, 2016	





CONCEPTUAL DESIGN REPORT

City of Fort Saskatchewan

High Performance Field



April 2016

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CONCEPTUAL DESIGN REPORT

1 Introduction

In 2015, the City of Fort Saskatchewan updated its Recreation Facility and Parks Master Plan. During the process, the community identified the need for a multi-purpose, high performance artificial turf field to support a variety of field sports users, including primarily minor and high school football and soccer as well as rugby and field hockey. In addition, the community desired site amenities such as washrooms, team and officials change rooms, concessions, field lighting and a score clock. User group investigation identified desired spectator seating for 1,000 seats with a press box.

The purpose of this conceptual design report is to compile the conceptual design and costs estimates for submission to City Council. The scope of work for the conceptual design report includes:

- Background
- Design Criteria
- Option Development
- Key Issues
- Construction Cost Estimate
- Operational Cost Estimate

2 Background

The City of Fort Saskatchewan, Associated Engineering and JSA Sports Architecture Inc. (JSA Sports) met on February 9th, 2016 to review the project scope, key objectives and user groups. The user groups for the High Performance Field are:

- The City of Fort Saskatchewan
- High School and Community Football Association
- Soccer Association

Once the user groups were identified, a workshop was scheduled to facilitate a joint meeting with City Staff, Associated Engineering, JSA Sports and the user groups to confirm the requirements that each user group would like to see as part of the High Performance Field. Both sets of meeting minutes are attached in Appendix A.

3 Design Criteria

3.1 HIGH PERFORMANCE FIELD

The proposed High Performance Field will include an artificial turf field, change rooms for players and officials, space for washrooms, concession and seating for approximately 1000 spectators.

City of Fort Saskatchewan

The artificial turf field will be designed based on FIFA regulations for a soccer field. Based on the regulations, the field size will be 68m wide by 105m in length. Both rugby and football fields can fit onto this field size. To change between different sports, painted lines and removable goal posts will be used. The field will also include lighting and a score clock.

There will be four change rooms that will be able to hold 25 players each. These changes rooms will have the ability to combine into two – 50 player change rooms. Each change room will have its own services (washrooms, showers, entrance). There will also be a separate space for two official change rooms that will be able to hold 6 officials each. The site plan will also include space for future expansion of the change rooms into two additional 50 player change rooms that will be beneficial when staging back to back games.

The washrooms will be designed to manage 1000 spectators. The concession area will only have electrical outlets and gas hook-ups for the Associations to use during sporting events.

The grandstand seating will be able to seat 1000 spectators. The grandstands will also include a press box located at the top of the stands with landings and perimeter access deck.

3.2 UNDERGROUND UTILITIES

The underground utilities will include both deep and shallow utilities. The deep utilities will include water and sanitary services to all buildings. These will be designed based on the City of Fort Saskatchewan's Design Standards.

The shallow utilities will include power, gas and communication. The utility service locations and sizing will be designed based on the design standard of each utility franchise.

3.3 SURFACE UTILITIES

The surface utilities include the parking lots, access roads, storm water drainage and the hard and soft landscaping features.

The parking lot and access roads will be designed based on the City of Fort Saskatchewan's Design Standards or Thurber's recommendations based on the field drilling program, whichever is greater in structure. It is understood that a review of traffic volumes will not be required in order to size the parking lot or the accesses to/from the site.

The stormwater drainage will be designed based on City of Fort Saskatchewan's Design Standards and the Alberta Environment Stormwater Management guideline. AE will review opportunities to integrate Low Impact Development (LID) measures such as bioswales to reduce overall site impacts

The hard and soft landscaping features will be designed using the City of Fort Saskatchewan's Design Standards. The soft landscape elements associated with the development of the high performance field and related site civil works include landscape screening and storm water management features. The hard

landscape elements include walking paths, seating areas, a 35m by 35m warm-up area as well as trees and shrubs.

3.4 STORMWATER MANAGEMENT FACILITY

In the Dow Centennial Center (DCC) site, the required stormwater storage volume exceeds the capacity of the existing dry pond due to the site development. These developments include the DCC and its proposed expansion, the Park and Ride facility and the high performance field. The dry pond will need to be expanded to serve as the permanent stormwater management facility for the site.

The stormwater management facility will be designed based on the Southfort Stormwater Management Plan prepared by Associated Engineering in August, 2005. Based on this report, the existing dry pond on the DCC site does not have enough capacity for the required storage volume and will need to be expanded to serve as the permanent stormwater management facility for the site.

4 Option Development

During the user group workshop, four footprint options for the field and associated buildings were presented. It was agreed upon by all parties to proceed with option 3C.

Option 3C consisted of the sports field being on a north/south axis. The grandstands and main entrance will be located on the west side of the field. The players and officials change rooms will be located on the east side of the field.

The main entrance buildings will be made up of the washrooms, meeting rooms, concession and the tickets sales office. It will also have the mechanical rooms and storage space for the operation for the field.

The change rooms building will be made up of four team change rooms with 25 lockers in each one. These change rooms will also have washroom, showers and separate entrances. The change rooms will be able to combine to create 2 team change rooms with 50 lockers each. This will be done through a removable wall. Also within this building, there will be official change rooms, mechanical and electrical rooms and storage for the equipment.

See Appendix B for site layout and 3D rendering of the buildings and sports field.

5 Key Issues

In developing an outdoor high performance, multi-sport field such as that proposed for the Dow Centennial Centre, it is essential to understand the issues that will impact the long-term success of the facility. The key element that will determine success is the impact of the existing site conditions and the necessity to design in response to these site conditions, particularly soil conditions.

The single most important factor that will affect the success of the sports field is base and drainage design. There is enormous risk associated with the settlement and poor drainage of artificial turf fields. A lack of knowledge or experience in sub-base and drainage design can be a disaster. A natural grass field can be top-dressed to re-establish a level playing surface after settlement or heaving due to poor drainage or base construction. Artificial turf fields however, would require extensive and costly repairs to remediate. An artificial turf field base must be both strong and permeable, properties that are difficult to combine and rarely exist in nature. Specialized gravels must be blended to create optimum conditions for field performance. Artificial turf fields are typically vertically draining and must be constructed of non-frost susceptible materials. Sticking to proven methods and materials for base and drainage construction can ensure the success of a project.

6 Construction Costs Estimate

The construction costs estimate has been broken down into three tables. These tables provide a summary of the conceptual cost estimates for the proposed High Performance Field, Optional Amenities and the Park-n-Ride facilities. The estimated costs include contingencies, engineering services and are in 2016 dollars. Appendix C provides a detailed cost breakdown of the estimates.

Table 6.1 outlines the conceptual construction costs for the High Performance Field. The estimated total cost of the High Performance Field is approximately **\$7.67 million.**

Table 6.1

Conceptual Construction Cost Estimate for the High Performance Field

High Performance Field	Cost (\$)
General Requirements	\$50,000
Site Development and Parking Lot	\$371,000
One Sports Field (Artificial turf, site prep, install)	\$2,058,000
Lights	\$417,000
Score Clock	\$50,000
Site Services (Electrical, water, sanitary, storm)	\$658,000
Buildings	\$2,632,000
Hard & Soft Landscaping	\$158,000

High Performance Field	Cost (\$)
Subtotal	\$6,394,000
10% Contingency	\$640,000
10% Engineering	\$640,000
Total	\$7,673,000

Table 6.2 summaries the conceptual construction cost estimate for the optional amenities for the High Performance Field. These amenities were part of the original scope for the High Performance Field but were removed due to budget restraints. These options can be considered during the construction phase if the budget permits.

Table 6.2
Conceptual Cost Estimate for the Optional Amenities

Optional Amenities	Cost (\$)
Grand Stands with Press Box	\$1,131,000
Main Entrance Bldgs. (Meeting Rooms & Storage)	\$487,000
50 Player Change Rooms (2 @ 267m²)	\$1,515,000
Turf Pad	\$203,000
Black Vinyl along Fence	\$23,000
Upgrade Stadium Lighting to LED	\$473,000
Subtotal	\$3,832,000
10% Contingency	\$383,000
10% Engineering	\$383,000
Total	\$4,598,000

Table 6.3 outlines the conceptual construction cost estimate for the Park and Ride facilities. The construction of these facilities will be for the Park and Ride project and are outside the scope of work for the High Performance Field.

Table 6.3
Conceptual Cost Estimate for the Park-n-Ride Facilities

Park-n-Ride Facilities	Cost (\$)
Stormwater Management Pond	\$630,000
Bus Shelter	\$407,000
Parking Lot	\$930,000
Access Roads	\$342,000
Multi-use Trail	\$180,000
Subtotal	\$2,522,000
20% Contingency	\$505,000
15% Engineering	\$378,000
Total	\$3,405,000

7 Estimated Operations and Maintenance Costs

Table 7.1 provides a summary of the conceptual operations and maintenance cost estimates for the proposed High Performance Field. The costs include a 12 year replacement plan for the turf field and a 10 year equipment replacement plan. Appendix D provides a detailed cost breakdown of the estimate.

The estimated total annual operations and maintenance cost of the High Performance Field is approximately **\$338,600**.

Table 7.1
Estimated Annual Operation and Maintenance Costs (2016 Dollars)

Item	Cost (\$)
Revenues (Rentals)	(\$40,000)
Salaries, Wages and Benefits	\$85,600
Contracted and General Services	\$76,000
Material, Supplies and Utilities	\$144,000
Other Expenses (Replacement Costs)	\$73,000
Total	\$338,600

8 Conclusions

The conceptual design report for the High Performance Field has resulted in the following conclusions:

- The City of Fort Saskatchewan and the user groups have agreed to proceed with Site Plan Option 3C.
- The official's change rooms have been moved to the east side of the field.
- The size of the field will be 68m wide by 105m long based in FIFA regulations
- There will be four team change rooms with 25 lockers in each.
- The four change rooms can be combined to create two change rooms with 50 lockers in each.
- The cost of the parking lot and the stormwater management facility will be allocated to the Park and Ride project.

9 Recommendations

We recommend the following for consideration in moving the project forward:

- 1. The City adopts the conceptual design report presented herein as the basis of the detailed design.
- 2. The City to proceed with design and construction for the High Performance Field for the 2016 Capital Budget of \$7.67million.
- The City to include items from the optional amenities as the budget becomes available.
- 4. The City to proceed with the design and construction of the Park and Ride facilities as part of the scope of work for the Park and Ride Project.

Closure

This report was prepared for the City of Fort Saskatchewan for the High Performance Field project.

The services provided by Associated Engineering Alberta Ltd. in the preparation of this report were conducted in a manner consistent with the level of skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty expressed or implied is made.

Respectfully submitted,
Associated Engineering Alberta Ltd.

ENGINETIES PLBERON APRIL DE LOIGO

Patrick Mastromatteo, P.Eng Project Manager

Chris Parfitt, E.I.T Project Engineer

ASSOCIATED ENGINEERING
QUALITY MANAGEMENT SIGN-OFF

Signature:

Date:

APEGA Permit to Practice P 3979

18,216

CONCEPTUAL DESIGN REPORT

Appendix A – Meeting Minutes



Date: February 9, 2016 **File:** 2016-3656.P.02.00

Time: 2:30pm **Page:** 1 of 5

Project: High Performance Field

Subject: Start-up Meeting

Client: City of Fort Saskatchewan

Location: James E. Graham Building, Fort Sask.

Present: Joey Farebrother - Fort Saskatchewan

Grant Schaffer - Fort Saskatchewan Barb Shuman - Fort Saskatchewan Kelly Almer - Fort Saskatchewan

Richard Christenson - Fort Saskatchewan

Robert Johnston - JSA Sport

Patrick Mastromatteo - Associated Engineering

Chris Parfitt - Associated Engineering Peter Spearey - Associated Engineering

Distribution: Those Present

Ann Stephenson - Associated Engineering Carolyn Sherstone - Associated Engineering Lisbeth Medina - Associated Engineering

Roger Dupuis - AES Engineering Paul Anseeuw - AME Group Ada Lao – Thurber Engineering

RECORD OF MEETING

This Record of Meeting is considered to be complete and correct. Please advise the writer within one week of any errors or omissions, otherwise this Record of Meeting will be considered to be an accurate record of the discussions

Action By: Discussion:

1 INTRODUCTIONS

Information

- 1.1 City of Fort Saskatchewan:
 - Joey Farebrother Project Manager
 - Grant Schaffer Director of Project Management
 - Barb Shuman Recreation Director
 - Kelly Almer Manager, Dow Centennial Centre
 - Richard Christenson Operation and Maintenance, Dow Centennial Center

Information

- 1.2 Associated Engineering Project Team:
 - Patrick Mastromatteo Project Manager
 - Chris Parfitt Project Engineer
 - Peter Spearey Senior Landscape Architect
 - Robert Johnston Architect and Sports Surfacing Specialist (JSA Sport)





Subject: Start-up Meeting

February 9, 2016

- 2 -

Action By: Discussion:

2 COMMUNICATION PLAN

Information

2.1 All communication is to be copied to Patrick M., Chris P. and Joey F.

3 PROJECT OVERVIEW

Information

3.1 The project scope is to design and build a High Performance Field (HPF) which includes spectator seats for 1000 people, washrooms, team and officials change rooms, concessions, field lighting, score clocks, storm water management facility, parking lot, and hard and soft landscapes features. The scope also includes a Site Master Plan for the Dow Centennial Centre (DCC).

Information

- 3.2 The overall objectives of the project are as follows:
- Conceptual design drawings and 3D rendering of the High Performance Field and building.
- Conceptual Design Report
- Construction and operational cost estimates
- Site Master Plan for the DCC
- Detail design and specifications for the High Performance Field (see project scope)
- Construction services

4 SCHEDULE

Information

4.1 Geotechnical and site survey will need to be completed within the next month. The survey will only cover the HPF, parking lot and storm water management facility.

ΑE

4.2 Council presentation is schedule for March 22, 2016 but can be pushed back to April 12 if required. The City would need to know by March 15, 2016.

5 STAKEHOLDERS

Information

- 5.1 The Stakeholders for the HPF requirements are as follows:
- School
- High School and Community Football Association
- Soccer Association
- City
- Neighbourhoods affected by the lighting



Subject: Start-up Meeting

February 9, 2016

- 3 -

Action By: Discussion:

City/AE

5.2 The Stakeholder meeting should be scheduled for approximately 3 weeks from today. The City is to arrange the meeting approximately 2 weeks after the City has contacted the Stakeholders.

City

5.3 City is to contact all Stakeholders to confirm the requirements that each user would like to see as part of the HPF. These requirements will be sent to AE to create a starting point for the workshops.

6 CONTRACTOR PRE-QUALIFICATION

ΑE

6.1 City would like to proceed with a pre-qualification of General Contractors for the construction of the HPF.

7 TENDER PROCESS

Information

- 7.1 AE recommends that the project be separated into a possible 3 tenders:
 - Building
 - Turf
 - Civil work

City/AE

7.2 A cash allowance could be used to tie the entire project together under one prime contractor. AE to make recommendation, then discuss with the City.

8 DRAWING STANDARDS

ΑE

8.1 City has no set standards requirements for the project.

9 SCHOOL

Information

9.1 The school location is fixed in the north-east portion of the site and construction will begin this summer.

10 BACKGROUND INFORMATION

City

10.1 City is to provide footprint areas for the proposed pool, field house and arena with general dimensions to AE



Subject: Start-up Meeting

February 9, 2016

- 4 -

Action By:	<u>Discussion:</u>
City City	10.2 City is to provide DWG files and records drawings of the DCC and infrastructure to AE.10.3 City is to provide any geotechnical reports on record for the area.
AE	10.4 AE to investigate if we have any LiDAR on file for the site.
City	10.5 City is to provide records of the current trail system around the site.
	11 SITE CONCERNS
Information	11.1 A HPF should be built in a north – south axis. This can be deviated from but is not recommended.
Information	11.2 The south-west corner of the site is fill. The remaining area is native soil. The field needs a stable base to be built on. Fill is not a good base as it tends to shift.
Information	11.3 There is an approximate 3m drainage ditch running through the site.
Information	11.4 There are wetlands in the south-east corner of the site.12 FIELD OPTION
City	12.1 There are two different size fields for soccer depending on the level of play required.
	 CSA regulations: 64m x 100m FIFA regulations: 68m x 105m
City	12.2 Both rugby and football fields can fit into both sizes of soccer fields. Although removable goal posts will need to be installed if the larger field is built.
City	12.3 There are two options for lines on the field.
	Painted LinesInlaid Lanes

Painted lines have a higher maintenance costs but are more versatile when changing sports.



Discussion:

Subject: Start-up Meeting

February 9, 2016

Action By:

- 5 -

	
Information	13 ADDITIONAL AMENITIES
	13.1 There is a possibility of the following additional amenities on site, if there is room:
	 Playground Outdoor workout area New pool at DCC Skateboard park
	14 OPEN HOUSE
Information	14.1 AE is willing to present an open house on the project if the City requires it. (Not currently in scope)
	15 CITY ISSUES
AE	15.1 The Council Presentation and report needs to be kept simple with realistic construction and operation & maintenance costs.
City	15.2 The City to send AE with the 7.7 million project budget breakdown.
	16 NEXT MEETING
AE	16.1 Next meeting is tentatively scheduled for the week of March 1 st . AE to provide date which will match with the user group workshop.
Recorded by:	
Chris Parfitt, EIT	
Project Engineer	



Date: March 1, 2016 **File:** 2016-3656.P.02.00

Time: 3:30pm **Page:** 1 of 5

Project: High Performance Field

Subject: Progress Meeting

Client: City of Fort Saskatchewan

Location: James E. Graham Building, Fort Sask.

Present: Joey Farebrother - Fort Saskatchewan

Grant Schaffer - Fort Saskatchewan Barb Shuman - Fort Saskatchewan Kelly Almer - Fort Saskatchewan

Richard Christenson - Fort Saskatchewan Shelia Gagnon – Fort Saskatchewan

Robert Johnston - JSA Sport

Patrick Mastromatteo - Associated Engineering

Chris Parfitt - Associated Engineering

Distribution: Those Present

Peter Spearey - Associated Engineering
Jason Bennett – Associated Engineering
Ann Stephenson - Associated Engineering
Carolyn Sherstone - Associated Engineering
Lisbeth Medina - Associated Engineering

Roger Dupuis - AES Engineering Paul Anseeuw - AME Group Ada Lao – Thurber Engineering

RECORD OF MEETING

This Record of Meeting is considered to be complete and correct. Please advise the writer within one week of any errors or omissions, otherwise this Record of Meeting will be considered to be an accurate record of the discussions

Action By: Discussion:

1 SCHEDULE

AE 1.1 Geotechnical and site survey will need to be completed within the next month. The survey

will only cover the HPF, parking lot and storm water management facility.

(03/01) AE to organize Thurber to mobilize to site ASAP.

Information 1.2 Council presentation is schedule for March 22, 2016 but can be pushed back to April 12 if

required. The City would need to know by March 15, 2016.

(03/01) City and AE confirmed that the Council presentation will be scheduled for March

22.





Subject: Progress Meeting

March 1, 2016

- 2 -

Action By: Discussion:

2 STAKEHOLDERS

Information

2.2 The Stakeholder meeting should be scheduled for approximately 3 weeks from today. The City is to arrange the meeting approximately 2 weeks after the City has contacted the Stakeholders.

(03/01) Completed

Information

2.3 City is to contact all Stakeholders to confirm the requirements that each user would like to see as part of the HPF. These requirements will be sent to AE to create a starting point for the workshops.

(03/01) Completed

3 CONTRACTOR PRE-QUALIFICATION

ΑE

3.1 City would like to proceed with a pre-qualification of General Contractors for the construction of the HPF.

(03/01) On-going

4 TENDER PROCESS

Information

- 4.1 AE recommends that the project be separated into a possible 3 tenders:
 - Building
 - · Turf
 - Civil work

City/AE

4.2 A cash allowance could be used to tie the entire project together under one prime contractor. AE to make recommendation, then discuss with the City.

(03/01) On-going

5 DRAWING STANDARDS

AE/JSA

5.1 City has no set standards requirements for the project.

(03/01) AE and JSA Sport will use their own templates to produce required drawings.



Subject: Progress Meeting

March 1, 2016

- 3 -

	Action By	:	Discussion:
--	------------------	---	-------------

6 BACKGROUND INFORMATION

Information 6.1 City is to provide footprint areas for the proposed pool, field house and arena with general

dimensions to AE (03/01) Completed

Information 6.2 City is to provide DWG files and records drawings of the DCC and infrastructure to AE.

(03/01) Completed

Information 6.3 City is to provide any geotechnical reports on record for the area.

(03/01) City and AE to investigate getting the Geotechnical report from the DCC grading

plan. (03/03) Completed after meeting.

City 6.4 AE to investigate if we have any LiDAR on file for the site.

(03/01) AE does not have LiDAR for the site. City to check their records.

Information 6.5 City is to provide records of the current trail system around the site.

(03/01) Completed

7 FIELD OPTION

Information 7.1 There

7.1 There are two different size fields for soccer depending on the level of play required.

· CSA regulations: 64m x 100m

FIFA regulations: 68m x 105m

(03/01) City has decided to go with the FIFA regulation size field.

Information

7.2 Both rugby and football fields can fit into both sizes of soccer fields. Although removable

goal posts will need to be installed if the larger field is built.

(03/01) Football goal posts will be in the soccer goaltenders area. The goal post sockets need to be covered up and be consistent with the surrounding area to pass FIFA

regulations.

JSA

7.3 There are two options for lines on the field.

- Painted Lines
- Inlaid Lanes

Painted lines have a higher maintenance costs but are more versatile when changing sports. (03/01) The City has decided to go with painted line. JSA to provide equipment list and cost for painting and removing line.



Subject: Progress Meeting

March 1, 2016

- 4 -

Action By:	<u>Discussion:</u>
	8 CITY ISSUES
AE/JSA	8.1 The Council Presentation and report needs to be kept simple with realistic construction and operation & maintenance costs.(03/01) City requires the information by March 14, 2016
Information	8.2 The City to send AE with the 7.7 million project budget breakdown.(03/01) Completed
	9 WORKSHOP (03/01)
Information	9.1 JSA presented 4 footprints options for the field and associated buildings. It was agreed by all parties to proceed with option 3 (attached)
JSA/AE	9.2 Football and Soccer Associations have requested a green space near the field for warming up and practices. This space only needs to be 35 yards by 35 yards and does not need lightening or services. JSA Sport and AE to investigate if this is possible.
Information	9.3 Every change room will have its own services (washroom, showers, entrance, etc). The showers will have 5-8 showerheads.
City/AE	9.4 Both Football and Soccer have inquired if there will be storage on site for their equipment and if it will be heated. Soccer loses roughly 100 balls due to cold winter storage. Football needs storage for practice equipment, heat is not needed. City and AE to discuss options.
City	9.5 City to let user groups know what kind of score clock will be installed. Football can get sponsorships to help install or upgrade the clock if required.
JSA	9.6 Official change rooms will hold 6-7 people. The change rooms will have separate services. JSA to check the FIFA guidelines for official change rooms to make sure they conform.
AE	9.7 Concession to have space with electrical outlets only. It will not be an industrial kitchen, no kitchen equipment. It is expected to be run by the Associations. The Associations have requested a natural gas hook-up for BBQs on the outside and a couple of 220 volts plug-in on the inside of

the concession. AE/JSA to investigate.





Subject: Progress Meeting

March 1, 2016

- 5 -

Action By: Discussion:

Information

- 9.8 The Football and Soccer Association request the following options:
 - · The field be aligned on a north/south axis
 - · The stands and the main entrance on the west side of the field
 - The change room on the east side of the field with separate entrance
 - 4 25 people change rooms that combine into 2 50 people change rooms and 2 additional 50 people change rooms for a total of 6 change rooms.
 - Football regulations requires a minimum of 4 50 people change rooms
 - · Official change rooms to be on the east side of the field
 - · Flat grassed area for practice and warm-ups

10 NEXT MEETING

AE/City 10.1 Next meeting is TBA.

Recorded by:	
Chris Parfitt, EIT	
Project Engineer	



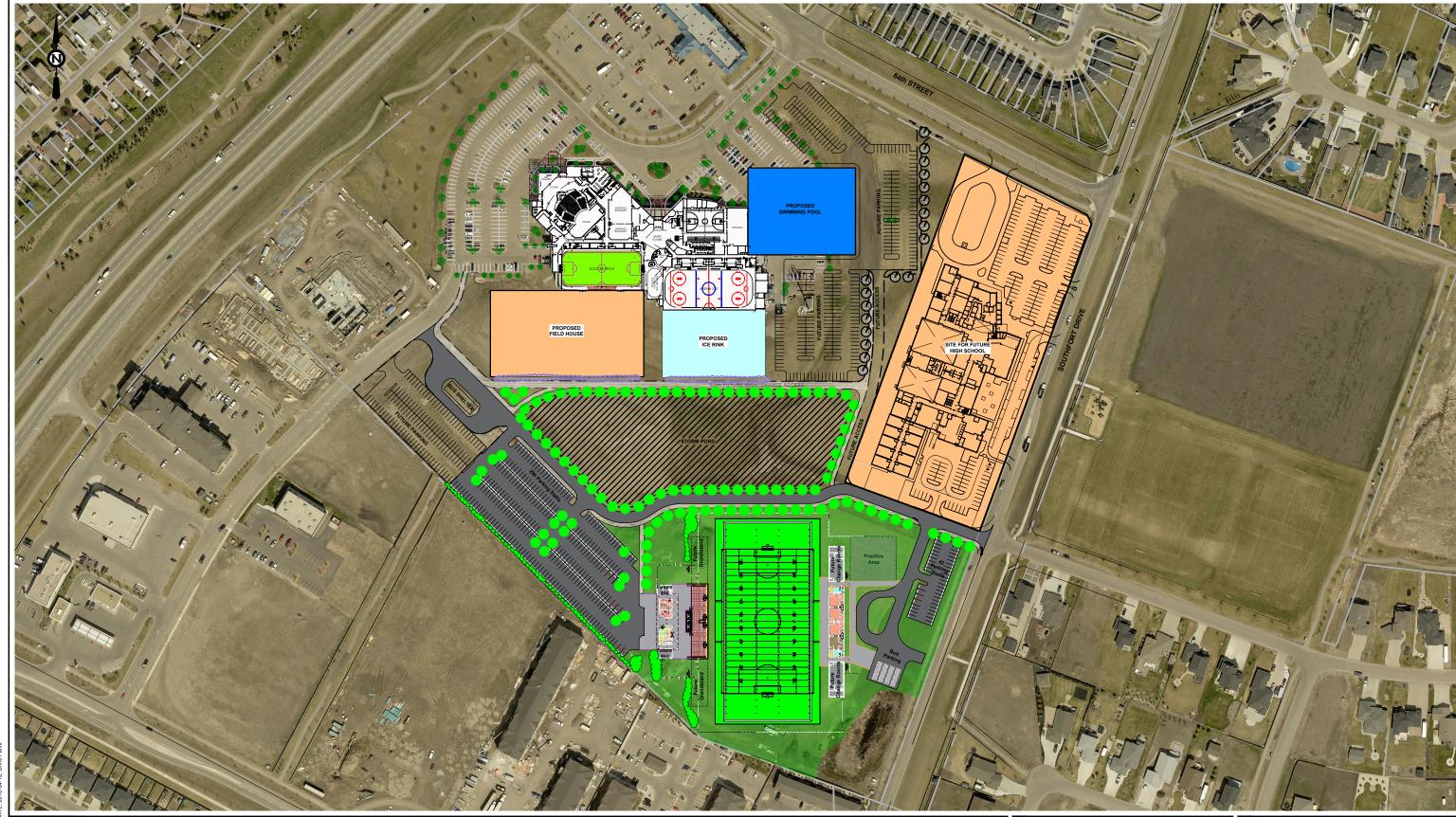






CONCEPTUAL DESIGN REPORT

Appendix B – Site Layout





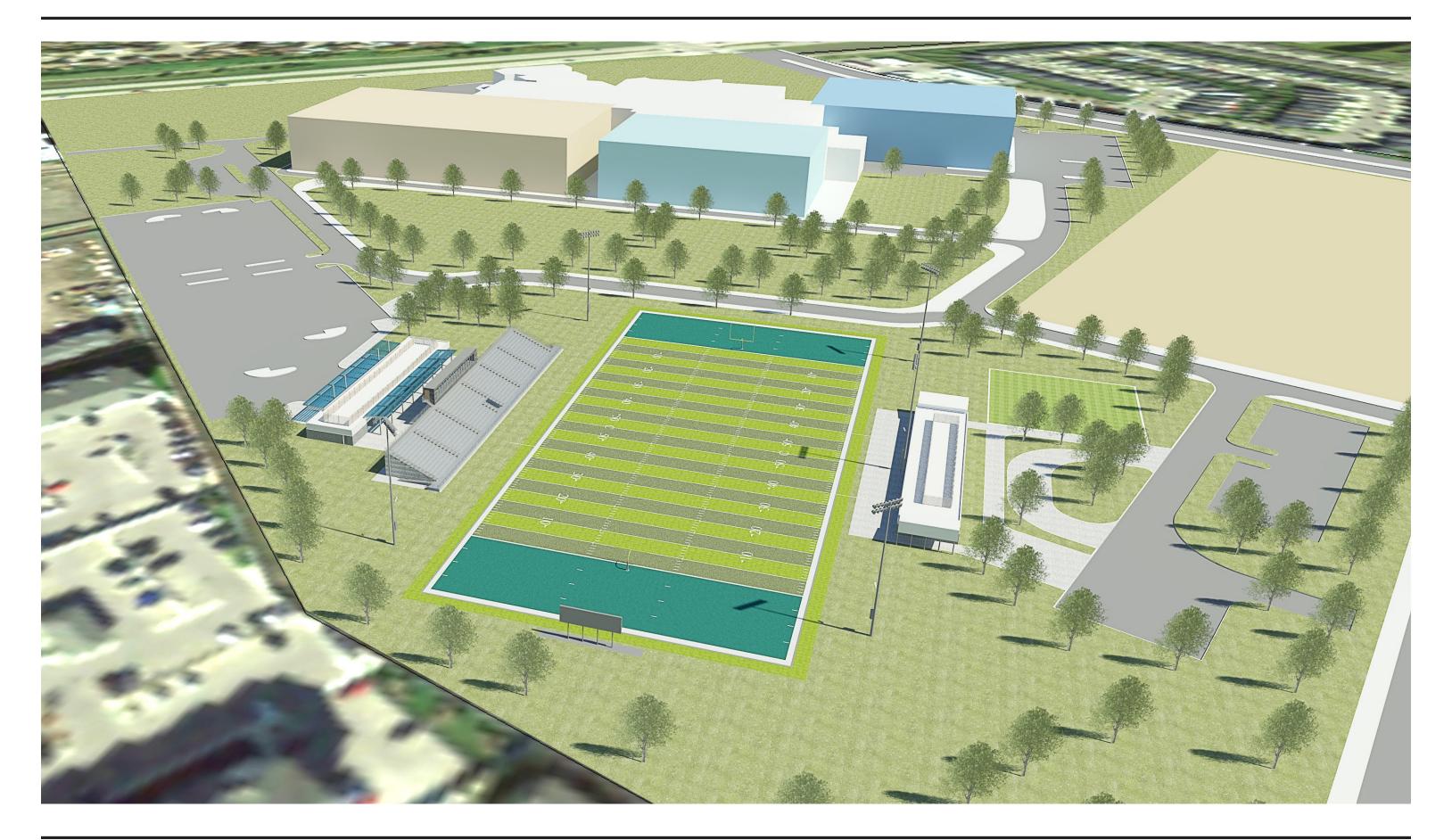


AE PROJECT No. SCALE APPROVED DATE REV DESCRIPTION 20163656-00 1:2500 C. PARFITT 2016APR11 A ISSUED FOR REVIEW

FIGURE No. 1

FORT SASKATCHEWAN HIGH PERFORMANCE FIELD

CIVIL ROAD LAYOUT AND STORM POND







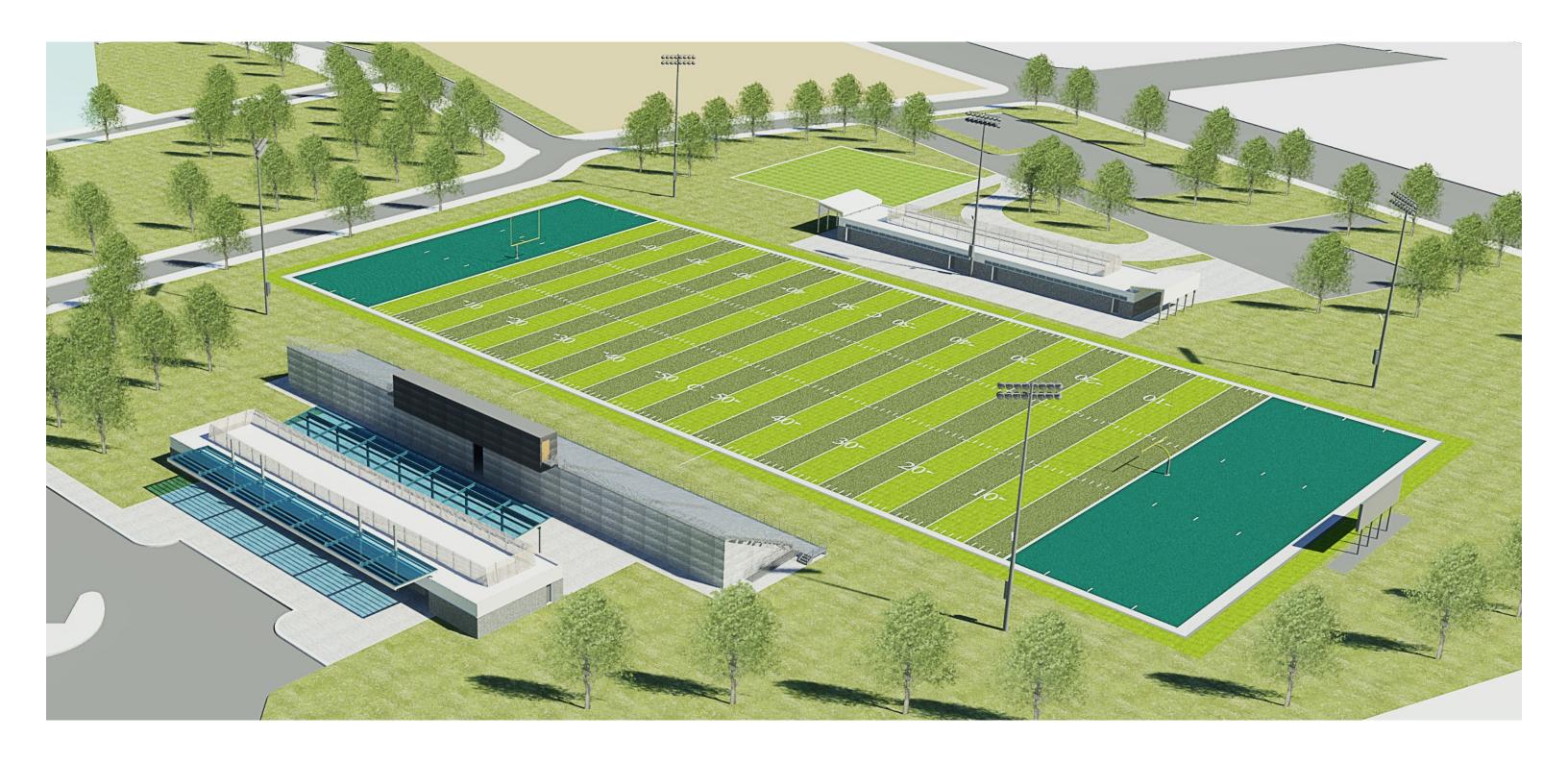










































CONCEPTUAL DESIGN REPORT

Appendix C – Detailed Cost Estimate





City of Fort Saskatchewan - High Performance Field Conceptual Construction Cost Estimate Detail Breakdown

Item	Description	Unit	Estimated Quantity	U	nit Price	,	Extension
1	START - UP		,				
1.1	General Requirments	LS	1	Li	ump Sum	\$	50,000.00
	TOTAL PART 1.0 - START-UP				•	\$	50,000.00
2	SITE DEVELOPMENT AND PARKING L	OT					
2.1	Stripping (Field, Roads and Parking Lots)	m^2	20,000	\$	5.00	\$	100,000.00
2.2	Players and Officials Parking Lot		,,	_		Ψ	100,000.00
2.2	.1 Subgrade Preparation (150mm Depth)	m^2	1,250	\$	10.00	\$	12,500.00
	.2 250mm Depth Granular Base		-,=	7		_	,
	(20mm minus)	m^2	1,250	\$	21.00	\$	26,250.00
	.3 75mm Depth ACR Asphalt	m^2	1,000	\$	35.00	\$	35,000.00
2.3	Bus Parking						
	.1 Subgrade Preparation (150mm Depth)	m^2	1,250	\$	10.00	\$	12,500.00
	.2 250mm Depth Granular Course						
	(63mm minus)	m^2	1,250	\$	24.00	\$	30,000.00
	.3 150mm Depth Granular Base						
	(20mm minus)	m^2	1,100	\$	15.00	\$	16,500.00
	.4 100mm Depth ACO Asphalt	m^2	1,000	\$	45.00	\$	45,000.00
2.4	Pavement Markings						
	.1 Parking Stall Lines (100mm solid white)	m	310	\$	7.00	\$	2,170.00
	.2 Stop Bar (300mm solid white)	ea.	5	\$	500.00	\$	2,500.00
	.3 Zebra Crossing Bars (solid white)	ea.	3	\$	250.00	\$	750.00
	.4 Handicap symbol	ea.	4	\$	200.00	\$	800.00
2.5	Supply signs and base posts						
	.1 Stop signs	ea.	1	\$	300.00	\$	300.00
	.2 Handicap Parking Signs	ea.	2	\$	300.00	\$	600.00
2.6	Curb and Gutter	m	200	\$	220.00	\$	44,000.00
2.7	Pararamps	ea.	4	\$	500.00	\$	2,000.00
2.8	Players and Officials Parking Lot Lighting	LS	1	\$	40,000.00	\$	40,000.00
	TOTAL PART 2.0 SITE DEVELOPMENT	AND PAI	RKING LOT			\$	370,870.00

3	SPORTS FIELD					
3.1	Field Excavation (re-use on-site)	m^3	15,725	\$	15.00	\$ 235,875.00
3.2	Base					
	.1 Supply and Place Non-frost suceptible (Pit					
	Run) material	m^3	10,400	\$	30.00	\$ 312,000.00
	.2 Supply and Place Base Course	m^3	4,850	\$	75.00	\$ 363,750.00
	.3 Supply and Place Top Course	m^3	550	\$	85.00	\$ 46,750.00
3.3	Drainage					
	.1 Supply and Place 300mm Dia. PVC SDR					
	35	m	170	\$	295.00	\$ 50,150.00
	.2 Supply and Place Manholes					
	.1 1050mm Dia. Precast Base	ea.	1	\$	10,000.00	\$ 10,000.00
	.2 1200mm Dia. Pre-cast Base	ea.	1	\$	12,500.00	\$ 12,500.00
	.3 Lawn Basins 300mm Dia. Area Drains	ea.	14	\$	600.00	\$ 8,400.00
	.4 150mm Dia. Perf. PVC Field Drains	m	2,325	\$	125.00	\$ 290,625.00
	.5 Clean outs c/w case iron covers	ea.	17	\$	750.00	\$ 12,750.00
3.4	Turf					
	.1 48 oz. turf	m^2	10,480	\$	56.00	\$ 586,880.00
	.2 Concrete Field Edge	m	436	\$	225.00	\$ 98,100.00
3.5	Sports Fittings					
	.1 CFL Goal Posts	LS	1	\$	17,000.00	\$ 17,000.00
	.2 Soccer Goal	LS	1	\$	8,000.00	\$ 8,000.00
	.3 Misc.	LS	1	\$	5,000.00	\$ 5,000.00
	TOTAL PART 3.0 SPORT FIELD				·	\$ 2,057,780.00
					•	
4	LIGHTS					
4.1	Sport Field Lights (Metal Halide)	ea.	1	\$4	17,000.00	\$ 417,000.00
	TOTAL PART 4.0 LIGHTS				•	\$ 417,000.00
					!	
5	SCORE CLOCK					
5.1	Sport Field Lights	ea.	1	\$	50,000.00	\$ 50,000.00
	TOTAL PART 5.0 SCORE CLOCK				•	\$ 50,000.00
					!	•

6 SITE SERVICES

O	SITE SERVICES						
6.1	Watermains						
	.1 Supply and Install 200mm Dia. PVC DR						
	18 Watermain	m	450	\$	315.00	\$	141,750.00
	.2 Supply and Install Fire Hydrants	ea.	2	\$	12,500.00	\$	25,000.00
	.3 Supply and Install 200mm Gate Valves	ea.	2	\$	3,500.00	\$	7,000.00
	.4 Tie into Existing Watermain	ea.	1	\$	20,000.00	\$	20,000.00
	.5 Supply and Install 50mm Dia. Service	m	140	\$	225.00	\$	31,500.00
6.2	Sanitary Sewer Mains .1 Supply and Install 200mm Dia. PVC	m	350	\$	330.00	\$	115,500.00
	.2 Supply and Install 1200mm Dia.						
	Manholes c/w Precast Bases	ea.	5	\$	12,000.00	\$	60,000.00
	.3 Supply and Install Frames and Covers		_	ф	600.00	ф	2 000 00
	.1 Type NF-80	ea.	5	\$	600.00	\$	3,000.00
	.4 Tie-In to Existing Sanitary Mains	ea.	1		20,000.00	\$	20,000.00
6.3	.5 Supply and Install 150mm Dia. Service Utilities	m	200	\$	295.00	\$	59,000.00
0.5	.1 Supply and Install Power Service	LS	1	\$	50,000.00	\$	50,000.00
	.2 Supply and Install Gas Service	LS	1		75,000.00	\$	75,000.00
	.3 Supply and Install Phone and Internet	LS	1		50,000.00	\$	50,000.00
	TOTAL PART 6.0 SITE SERVICES				,	\$	657,750.00
7	BUILIDINGS						
7.1	Change rooms	2	520	ф	2745.00	ф	1 476 010 00
	.1 4 x 25 person (combine to 2 x 50)	m²	538	\$,	\$	1,476,810.00
7.0	.2 Foundation Main Entrance Buildings	ea.	1	\$2	215,000.00	\$	215,000.00
7.2	.1 Buildings (Washrooms & Ticket/Admin)	m^2	220	\$	3,775.00	\$	830,500.00
	.2 Foundations	ea.	2		55,000.00	\$	110,000.00
	TOTAL PART 7.0 BUILDINGS			_	,	\$	2,632,310.00
8	LANDSCAPING						
8.1	Fences (8 double gates, 2 singles gates)	m	572	\$	135.00	\$	77,220.00
8.2	Deciduous Trees	ea.	115	\$	600.00	\$	69,000.00
8.4	Top soil and seeding	m²	1,000	\$	12.00	\$	12,000.00
	TOTAL PART 8.0 LANDSCAPING					\$	158,220.00

	TOTAL PART 1.0 - START-UP				\$ 50,000.00
	TOTAL PART 2.0 SITE DEVELOPMEN	T AND PAR	KING LOT	•	\$ 370,870.00
	TOTAL PART 3.0 SPORT FIELD		\$ 2,057,780.00		
	TOTAL PART 4.0 LIGHTS		\$ 417,000.00		
	TOTAL PART 5.0 SCORE CLOCK				\$ 50,000.00
	TOTAL PART 6.0 SITE SERVICES				\$ 657,750.00
	TOTAL PART 7.0 BUILDINGS				\$ 2,632,310.00
	TOTAL PART 8.0 LANDSCAPING				\$ 158,220.00
	SUBTOTAL				\$ 6,393,930.00
	10% CONTINGENCY				\$ 639,393.00
	10% ENGINEERING				\$ 639,393.00
	TOTAL ESTIMATE				\$ 7,672,716.00
	ODDIONAL AMENIDIES (NOT INCLIN	DED IN ECT		OVE)	
.1	OPTIONAL AMENITIES (NOT INCLUI Grandstands	DED IN EST	IMATE AB	OVE)	
••	.1 1000 Seats (no backs)	LS	1	\$590,000.00	\$ 590,000.00
	.2 Press Box	LS	1	\$250,000.00	\$ 250,000.00
	.3 Foundation with excavation	LS	1	\$231,000.00	\$ 231,000.00
	.4 Seating with backs	LS	1	\$ 20,000.00	\$ 20,000.00
	.5 Wider platform/ higher risers	LS	1	\$ 40,000.00	\$ 40,000.00
.2	Main Entrance Buildings			. ,	,
	.1 Buildings (Meeting & Storage Blds)	m²	164	\$ 2,300.00	\$ 377,200.00
	.2 Foundations with excavation	LS	1	\$110,000.00	\$ 110,000.00
.3	50 locker team rooms				
	.1 2 x 50 person (267m ² each)	m^2	534	\$ 2,415.00	\$ 1,289,610.00
	.2 Foundations with excavation	ea.	2	\$112,500.00	\$ 225,000.00
.4	Turf Pad	LS	1	\$203,040.00	\$ 203,040.00
.5	Black Vinyl along Fence	LS	1	\$ 22,915.00	\$ 22,915.00
.6	Upgrade Stadium Lighting to LED	LS	1	\$473,000.00	\$ 473,000.00
	TOTAL OPTIONAL AMENITIES			•	\$ 3,831,765.00
	TOTAL OPTIONAL AMENITIES				\$ 3,831,765.00
	10% CONTINGENCY				\$ 383,176.50
	10% ENGINEERING				\$ 383,176.50
	TOTAL ESTIMATE			•	\$ 4,598,118.00

PARK-N-RIDE FACILITIES

1 1.1	PARK-N-RIDE UTILITIES Storm Water Management Pond					
1.1	.1 Stripping	m²	14,900	\$	5.00	\$ 74,500.00
	.2 Excavation	m³	19,500	\$	15.00	\$ 292,500.00
	.3 Topsoil & seeding	m²	15,200	\$	12.00	\$ 182,400.00
	.4 Shoreline treatment	m	400	\$	150.00	\$ 60,000.00
	.5 Outlet structure(s)	ea.	1	\$	20,000.00	\$ 20,000.00
1.2	Excavation			·	,	-,
	.1 Waste Excavation	m^3	4,800	\$	30.00	\$ 144,000.00
1.3	Bus Shelter	m^2	150	\$	2,715.00	\$ 407,250.00
1.4	Parking Lot					
	.1 Subgrade Preparation (150mm Depth)	m^2	9,800	\$	10.00	\$ 98,000.00
	.2 250mm Depth Granular Base					
	(20mm minus)	m^2	9,800	\$	21.00	\$ 205,800.00
	.3 75mm Depth ACR Asphalt	m^2	8,900	\$	35.00	\$ 311,500.00
1.5	Access Roads					
	.1 Subgrade Preparation (150mm Depth)	m^2	3,700	\$	10.00	\$ 37,000.00
	.2 250mm Depth Granular Course					
	(63mm minus)	m^2	3,700	\$	24.00	\$ 88,800.00
	.3 150mm Depth Granular Base					
	(20mm minus)	m²	3,600	\$	15.00	\$ 54,000.00
	.4 100mm Depth ACO Asphalt	m²	3,600	\$	45.00	\$ 162,000.00
1.6	Pavement Markings					
	.1 Parking Stall Lines (100mm solid white)	m	2,040	\$	7.00	\$ 14,280.00
	.2 Stop Bar (300mm solid white)	ea.	5	\$	500.00	\$ 2,500.00
	.3 Zebra Crossing Bars (solid white)	ea.	3	\$	250.00	\$ 750.00
	.4 Handicap symbol	ea.	12	\$	200.00	\$ 2,400.00
1.7	Supply signs and base posts					
	.1 Stop signs	ea.	1	\$	300.00	\$ 300.00
	.2 Handicap Parking Signs	ea.	6	\$	300.00	\$ 1,800.00
	.3 No parking Signs	ea.	14	\$	300.00	\$ 4,200.00
	.4 Speed Limit	ea.	2	\$	300.00	\$ 600.00
1.8	Traffic Islands	m²	220	\$	335.00	\$ 73,700.00
	Road and Parking Lot Lighting	LS	1		04,000.00	\$ 104,000.00
1.10	Multi-use trail (3.0 m Width)	m	900	\$	200.00	\$ 180,000.00
	TOTAL PART 1.0 PARK-N-RIDE SHARE	D FACILI	TIES		;	\$ 2,522,280.00
	TOTAL PART 1.0 PARK-N-RIDE SHARE	D FACILI	TIES			\$ 2,522,280.00
	20% CONTINGENCY					\$ 504,456.00
	15% ENGINEERING					\$ 378,342.00
	TOTAL ESTIMATE				:	\$ 3,405,078.00

CONCEPTUAL DESIGN REPORT

Appendix D – Detailed O&M Cost Estimate



HIGH PERFORMANCE FIELD PROJECTED OPERATING BUDGET

	Proposed	Notes
	Budget	
Revenues		•
Sales, Rentals and User Charges		
1431 Rentals	(40,000)	
Total Sales, Rentals and User Charges		•
Total Revenues	(40,000)	.
Expenses		
Salaries, Wages and Benefits		
2021 Salaries - Regular		
2023 Wages - Regular		
2024 Wages - PT Regular		
2025 Wages - Casual Relief	80,000	seasonal support staff from April through to mid November
2026 Wages - Overtime		
2028 Wages - Temporary Staff		
2035 ER Contributions	5,600	7% of wages
Total Salaries, Wages and Benefits	85,600	
Contracted and General Services		
2131 Courses, Conferences & Seminars	5,000	Annual turf field maintenance training courses for Operators
2133 Travel, Meals & Accomodations	5,000	Allowance to attend training courses
2291 Contracted Services	15,000	Electrical, plumbing, painters, HVAC, etc
2401 Insurance	11,000	Based on quote
2451 Repairs & Maintenance	40,000	Includes parking lot and surrouding green space maintenance
Total Contracted and General Services	76,000	
Materials, Supplies and Utilities		
2481 Supplies & Materials-Maintenance	35,000	Janitorial, fuels & lubricants, paint, field testing equipment, etc
2551 Furnishings & Equipment	38,000	Tools, parts, groomer, brushes, sweeper,etc
2601 Electricity	45,000	Based on regional comparisons
2603 Natural Gas	15,000	Based on regional comparisons
2605 Water, Sewer & Solid Waste	11,000	Based on regional comparisons
Total Materials, Supplies and Utilities	144,000	•
Other Expenses		
2931 Trsf to Cap (PAYG)-	65,000	12 year replacement plan for the turf
2941 Trsf to Reserve	8,000	10 year equipment replacement plan for field servicing equipment
Total Other Expenses	73,000	
Total Expenses	378,600	_
Net (Revenues)/Expenses	338,600	

CITY OF FORT SASKATCHEWAN

Transit Task Force Report

Recommendation:

That Council receive the report of the Transit Task Force as information.

Purpose:

To communicate the results of the Transit Task Force review of transit service levels.

Background:

In 2015, WSP/Parsons Brinckerhoff (WSP/PB) was retained by the City of Fort Saskatchewan to undertake a review of the current Fort Saskatchewan Transit (FST) pilot. In their review, WSP/PB advised that the current routing of the FST pilot was not optimal for:

- 1) attracting new ridership;
- 2) diverting trips from the Special Transportation Services Society (STSS) system;
- 3) serving major key trip generators in the City;
- 4) providing directness of routing; and
- 5) optimizing travel speeds.

On January 26, 2016 Council authorized the formation of the Transit Task Force comprising of Councillors Hennig, Garritsen and Blizzard. The objective of the Task Force was to confirm the proposed service levels and report back to Council. The Task Force met four times and reviewed various options to maximize scheduling and routes with the ultimate goal of meeting customer needs within the current budget envelope.

WSP/PB was again retained to support the Task force in its deliberations. WSP/PB participated in the Transit Task Force where routing was again reviewed and confirmed. Through dialogue and collaboration with the Task Force and further analysis, minor amendments were made and WSP/PB recommended that the routing structure detailed in Appendix I be adopted.

Route 582 is proposed to provide counter-clockwise service through both the north and south areas of the City. Major deviations from the current alignment include increased coverage north of 94 Street with service through Sherridon and along Southfort Drive. This route will directly serve both Cornerstone shopping area and the Fort Saskatchewan Community Hospital to provide direct service to these popular destinations. The changed direction of the route (clockwise to counter-clockwise) provides more direct (faster) service for the densely populated southern zones of the City to the Dow Centennial Centre, the new park and ride, the hospital, the Cornerstone shopping area, and Ross Creek Medical Centre.

Route 583 is proposed to provide clockwise service with an extended alignment south of 94 Street. This new alignment also provides direct service to the Ross Creek Medical Centre, the Cornerstone shopping area, the hospital and the Dow Centennial Centre.

Overall, the overlapping of the two local routes creates more direct access to/from major destinations for a greater proportion of residents, an important factor for building ridership on the system and improving modal-split. With the proposed routing, average travel times to downtown Fort Saskatchewan, for example, will be 34% faster than with the current routing structure (27 minutes proposed versus 41 minutes existing) and 15% faster to Clareview LRT (48 minutes proposed versus 57 minutes existing). Lastly, the proposed routing structure offers the best

routing to attract riders from the STSS program as the proposed routing will directly service major attractions in Fort Saskatchewan, nearly to their doorstep.

The proposed routes deviate little from the original presentation in December, 2015. The routes have been adjusted to service the Ross Creek Medical Clinic and conversations are underway with Alberta Health Services and Cornerstone Properties to service the hospital, Walmart and Canadian Tire sites directly.

Work is on-going to site the local transit transfer point along 99 Ave. The final location has not been determined but will be one of two locations currently selected for final analysis.

The local and commuter transit schedules (Appendix II) have been reviewed in the context of cost of service to ridership. The review was based on a few data points and in the final analysis, the Task Force required additional data to support scheduling changes at this time. It is proposed that the system operate based on the proposed route and current schedule for one year and collect sufficient data to support any subsequent adjustment to service levels.

Next Steps:

- 1. Administration will complete the tendering process and select an operator.
- 2. Implementation is planned for the fall of 2016.

Attachments:

- 1. Appendix I Proposed commuter and local transit route
- 2. Appendix II Proposed commuter and local transit schedule
- 3. Appendix III Transit final report executive summary

Prepared by: Chad Paddick Date: April 14, 2016

Manager, Transportation Services Infrastructure Management

Approved by: Troy Fleming Date: April 20, 2016

General Manager, Infrastructure and

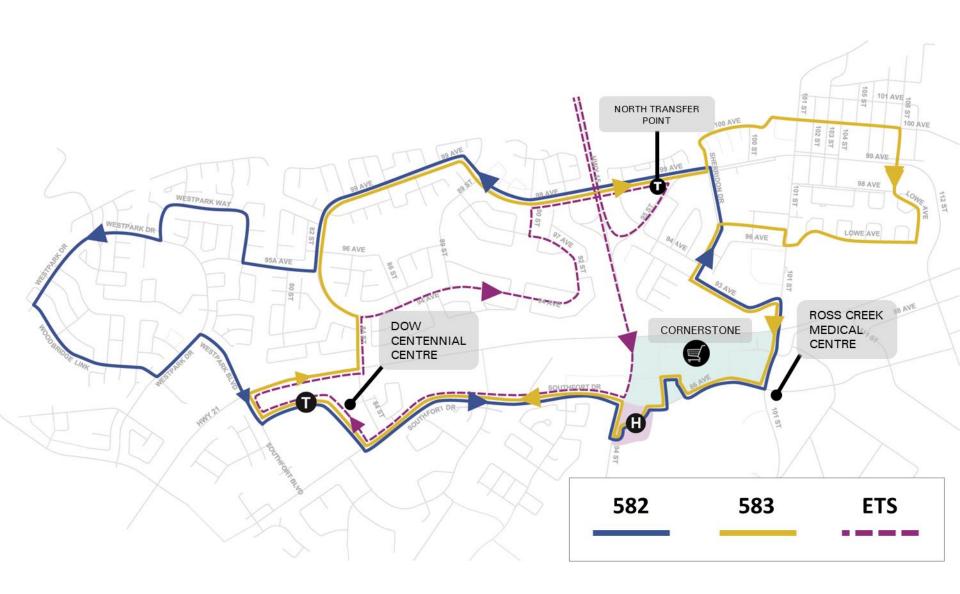
Community Services

Reviewed by: Kelly Kloss Date: April 20, 2016

City Manager

Submitted to: City Council Date: April 26, 2016

Appendix I



Appendix II

Route	Dow	95 St & 99 Ave	Dow					
	(Departure)		(Arrival)					
	N	Norning Peak						
R-582	5:25	5:36	5:53					
R-583	5:25	5:34	5:53					
ETS	5:58	6:08	6:26					
R-582	5:55	6:06	6:23					
R-583	5:55	6:04	6:23					
ETS	6:28	6:38	6:57					
R-582	6:25	6:36	6:53					
R-583	6:25	6:34	6:53					
ETS	6:58	7:08	7:26					
R-582	6:55	7:06	7:23					
R-583	6:55	7:04	7:23					
ETS	7:28	7:38	7:57					
R-582	7:25	7:36	7:53					
R-583	7:25	7:34	7:53					
	Midday Service (No ETS)							
R-583	7:55	8:04	8:23					
R-582	8:25	8:36	8:53					
R-583	8:55	9:04	9:23					
R-582	9:25	9:36	9:53					
R-583	9:55	10:04	10:23					
R-582	10:25	10:36	10:53					
R-583	10:55	11:04	11:23					
R-582	11:25	11:36	11:53					
R-583	11:55	12:04	12:23					
R-582	12:25	12:36	12:53					
R-583	13:22	13:31	13:50					
R-582	13:22	13:33	13:50					
	Afternoo	n Peak (ETS Returns)						
R-583	13:52	14:01	14:20					
R-582	13:52	14:03	14:20					
ETS	13:52	14:02	14:50					
R-583	14:22	14:31	14:50					
R-582	14:22	14:33	14:50					

Route	Dow (Danastura)	95 St & 99 Ave	Dow (Arrival)
	(Departure)		(Arrival)
R-582	14:52	15:03	15:20
R-582	14:52	15:01	15:20
R-582	15:32	15:43	16:00
R-583	15:32	15:41	16:00
	14:52	15:02	
ETS D. 502			16:00
R-582	16:02	16:13	16:30
R-583	16:02	16:11	16:30
ETS	16:02	16:12	16:30
R-582	16:32	16:43	17:00
R-583	16:32	16:41	17:00
ETS	16:32	16:42	17:00
R-582	17:02	17:13	17:30
R-583	17:02	17:11	17:30
ETS	17:02	17:12	17:30
R-582	17:32	17:43	18:00
R-583	17:32	17:41	18:00
ETS	17:32	17:42	18:00
R-582	18:02	18:13	18:30
R-583	18:02	18:11	18:30
R-582	18:32	18:43	19:00
R-583	18:32	18:41	19:00
ETS	18:02	18:12	19:00
R-582	19:02	19:13	19:30
R-583	19:02	19:11	19:30
R-582	19:32	19:43	20:00
R-583	19:32	19:41	20:00
ETS	19:02	19:12	20:00
R-582	20:02	20:13	20:30
R-583	20:02	20:11	20:30
ETS	20:02	20:12	

Appendix III

CITY OF FORT SASKATCHEWAN





Fort Saskatchewan Transit – Pilot Review Draft Report

October 22, 2015

Executive Summary

I. Introduction

To help the City of Fort Saskatchewan (the City) meet the growing travel needs of the community effectively and sustainably, a study was initiated in 2011 to examine Fort Saskatchewan's transit feasibility with respect to various routing, fare structures, local services and revenue implications.

Based on the favourable findings of the 2011 study, the City endorsed a transit pilot that started in April 2014 and is scheduled to end in December 2015. Eighteen months into the Fort Saskatchewan Transit (FST) pilot, the City retained WSP|Parsons Brinckerhoff (WSP|PB) to undertake a review of its success and to devise a transit blueprint for the future.

This transit pilot review seeks to establish whether the City could utilize its assets and human capital in a more productive fashion to better satisfy the needs of transit users in the City as it continues to grow. Additionally, the review seeks to confirm that Fort Saskatchewan Transit is conducting itself in a prudent manner that demonstrates to taxpaying non-riders that the agency is both effective and efficient at providing service. The transit pilot review examines how local services, including specialized transit, are being delivered as well as a high-level review of the commuter service to the Clareview LRT station in Edmonton provided by Edmonton Transit System (ETS).

II. Approach

WSP|PB undertook the transit pilot review with a perspective that solutions must be implementable and recommendations actionable. Understanding that transit service operates in a political environment, WSP|PB continually worked with the City to carve out solutions that will be bankable and favourable to its stakeholders. The recommendations found in this report are immediately implementable and will result in a sustainable service delivery strategy. The transit pilot review examined all of Fort Saskatchewan's local service in addition to the commuter service operated by ETS.

A level of service analysis of the existing route network was completed using WSP|PB's proprietary transit analysis tool that examines origins and destinations and segregates the City into zones. Our tool analyzes various elements of the transit network for both peak (rush hour) and off-peak (non-rush hour) times of day. To produce our findings, existing route data was overlaid on the City's population and land use zones (Exhibit 1). In addition, various travel time and travel speed data were assessed between each of the zones based on the current transit routes and schedules to establish whether average travel speeds are acceptable.



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Exhibit 1: Route Analysis of Existing Service



The outputs from our level of service analysis are depicted in Figure 20 to Figure 23.

Four Major Destinations in Fort Saskatchewan

Our analysis revealed there are four major destinations in Fort Saskatchewan:

- → D-1 : Edmonton (Clareview LRT)
- → D-2 : Fort Saskatchewan Downtown
- → D-3 : North Commercial Area (Fort Mall)
- → D-4 : North-East Commercial Area (Cornerstone, Southpointe, Medical Clinic and Hospital)

Travel Speeds and Times Were Calculated

Travel speeds and times were calculated between each zone in Fort Saskatchewan to the four major destinations identified in Fort Saskatchewan. Travel speeds measure the average trip speed from each zone to reach the major destination by transit. Average travel speed and time includes the time required to access transit (walking to a bus stop for example) and the ride itself. This represents the level of access provided by the transit system.

II. Review of Existing Services

Travel time is a key component in any level of service analysis. Potential riders will look at travel times when making decisions on taking transit and therefore dictates the demand and usage of the system. The analysis of the existing transit service has highlighted a few issues that are unnecessarily prolonging transit travel times for riders.

→ Connectivity within the City is often worse than connections to Edmonton. For 3 of the zones, travel times to the City's downtown take longer than to connect to Edmonton. In

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general, the city-wide average for travelling downtown is 41 minutes. This is an unacceptable travel time given the size of Fort Saskatchewan.

- → The most populated areas in Fort Saskatchewan have poor connections to Edmonton. The most populated residential zones are located in the southwest (Westpark Drive area). Zones 14, 18, and 19 represent 39% of the City's population (depicted in dark blue). However, 2 of the 3 zones have poor connections to both Edmonton (65-69 minutes, at 20-25km/h) and the City's downtown (53-57 minutes, at 6.3-6.6km/h).
- → Uncoordinated transfers add more time to transit trips. Buses arrive and depart at separate times from the Dow Centennial Centre. Transfers on the local routes sometimes require a 7 minute layover. This is unnecessary added travel time and too long given the size of the City. There are no commuter transfers, which are further inhibited by a lack of communication between FST and ETS services.

Our goal in devising transit routing options will be to increase travel speeds for the majority of the population to decrease travel times. This will be accomplished by creating more direct and faster routes for the most populated areas in the city. Greater coverage will also be necessary to serve the major destinations for City residents.

III. Summary of Recommendations

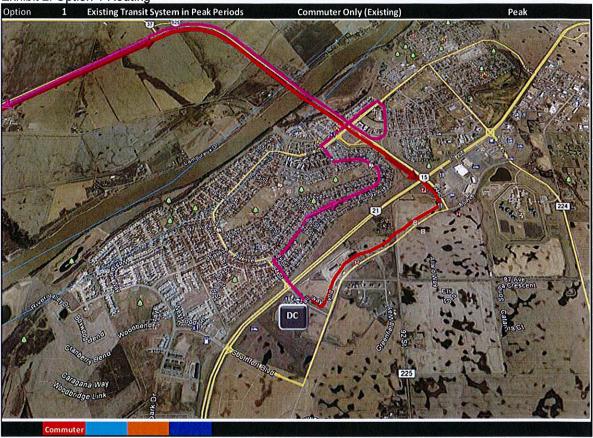
WSPIPB's analyzed three potential transit options for the City:

- → Commuter Service Only (no local FST)
- → Expanded Commuter Service Only (no local FST)
- → Modified Existing Local Transit and Commuter Service



Option 1 – ETS Commuter Route Only





The first option examined eliminates local FST service and relies solely on the ETS commuter service to service local stops based on its existing alignment. This option would only provide commuter service during peak-periods. There would be no non-peak service.

Annual Direct Cost	Annual Revenue	R/C Ratio	Net Cost	Ridership
\$591,500	\$98,583	16.7%	\$492,917	39,000

Summary of Option 1

Advantages

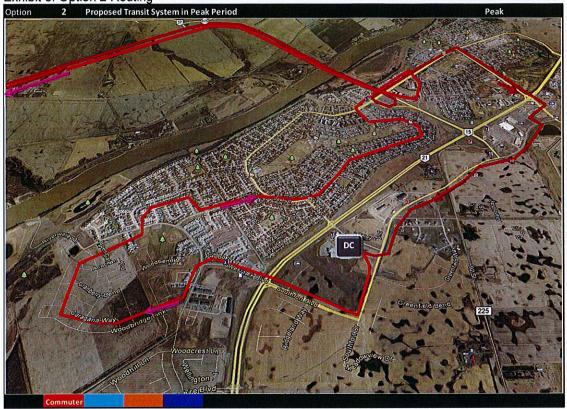
- → One seat ride from Fort Saskatchewan to Edmonton
- → Estimated cost per hour: \$350 the cheapest option.

Disadvantages

- → FST service is no longer available to make local trips or connections with ETS service.
- → Total transit travel times to Edmonton increases to a city-wide average of 79 minutes.
- → The most populated areas in the City will not be served by the local stops along the ETS route.
- → Ridership will be negatively impacted by the loss of local service.

Option 2 - Extended ETS Commuter Route

Exhibit 3: Option 2 Routing



Similar to Option 1, Option 2 is solely a commuter-only service. However; instead of following the existing alignment of Route 198, an extended route is proposed to service the most populous northwest section of the City. This alternate alignment provides extended local coverage of Route 198 to compensate from the removal of local FST service.

Annual Direct Cost	Annual Revenue	R/C Ratio	Net Cost	Ridership
\$787,150	\$123,396	15.7%	\$663,754	48,910

Summary of Option 2

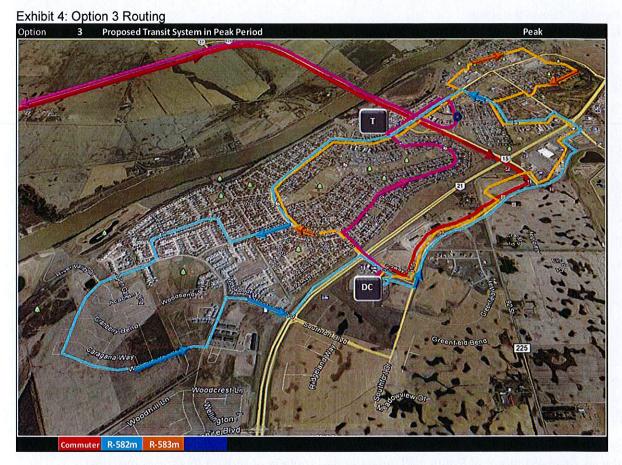
Advantages

- > Expanded ETS routing within City-boundary
- → One seat ride from Fort Saskatchewan to Edmonton
- → Faster city-wide travel speeds (51 minutes to Edmonton)
- → More populated areas of the City receive more direct service to Edmonton. May attract more riders with faster speeds to Edmonton
- → Estimated cost per hour: \$467 the second cheapest option.

Disadvantages

- → Eliminates local FST service
- → ETS will require more revenue service hours
 - This translates to an overall higher operating cost for the City

Option 3 - Modified Existing Local Transit and Commuter Service



Option 3 maintains the current commuter service with modified alignments to augment the local service.

In this option, route 582 would be restructured to provide a counter-clockwise service through both the north and south areas of the City. Major deviations from the current alignment include increased coverage north of 94th street with service through Sherridon and along Southfort Drive. This route would directly service major retail areas (Cornerstone and Southpointe) as well as the hospital to provide direct service to these popular destinations. The reversed direction of the route (clockwise to counter-clockwise) provides more direct (faster) service for the densely populated southern zones of the City to the Dow Centre compared to the existing route structure.

Route 583 would be restructured to provide a clockwise direction with extended alignment south of 94th Street. This new alignment also provides direct service to major retail and the hospital. The overlapping of the two local routes creates more direct access to/from major destinations for a greater proportion of residents, as well as two-way service, an important factor for building ridership on the system.

Annual Direct Cost	Annual Revenue	R/C Ratio	Net Cost	Ridership
\$1,153,100	\$211,153	18.3%	\$941,947	86,870

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Summary of Option 3

Advantages

- Coverage extended to major retail centres and hospital
- → New local routes overlap providing 2-way service
- Travel Times:
 - Average of 27 minutes to Downtown
 - Average of 48 minutes to Edmonton
 - Average of 24 minutes to Cornerstone and Hospital
- → Potential to divert specialized transit trips from Special Transport Services Society (STSS)
- → Estimated cost per hour: \$530 equals current cost

Disadvantages

- → Not a one-seat ride from Fort Saskatchewan to Edmonton
 - Riders will need to transfer between FST to ETS bus

IV. Preferred Option

A summary of the projected annual costs and revenues for the options is provided in Exhibit 5. While Option 3 has the highest annual cost, it also has the highest potential to achieve the greatest cost-recovery and greatest increase in ridership.

Exhibit 5: Summary of Cost and Revenue Projections

	Existing Service	Option 1	Option 2	Option 3 86,870 \$1,153,100	
Ridership	65,000	39,000	48,910		
Annual Cost	\$1,153,100	\$591,500	\$787,150		
Annual Revenue	\$160,153	\$98,583	\$123,396	\$211,153	
R/C Ratio	13.9%	16.7%	15.7%	18.3%	
Net Cost	\$992,947	\$492,917	\$663,754	\$941,947	

Option 3 is recommended by the study team. Option 3 offers modified local routes with direct routing to major destinations and faster commute times. It is the preferred option as it maintains the presence of local transit service in Fort Saskatchewan at the same costs of the existing service (\$530/hour) and generates higher cost recovery and ridership with simple route modifications. The modified routing will generate greater ridership from 250 to 334 per day. Increased revenues from the ridership boost will increase the cost recovery ratio up 4.4% to 18.3%. Average travel speed is one of the main attractors for riders to the service.

Based on the foregoing evaluation criteria, option 3 offers the greatest potential for an effective, efficient and sustainable local transit service.

V. Other Recommendations

Adopt New Fare Structure

WSP|PB recommends that the City adopt a new fare structure. FST's current fare structure does not provide discounts for prepaid fare media consistent with industry best practice.

Exhibit 6: Proposed Fare Structure

Fare Product	Price	Old Price	Local	Clareview	Edmonton
Edmonton Integrated Fares					
Adult Integrated Monthly Pass	175.00	185.00	X	X	X
Student/Senior Integrated Monthly Pass	110.00	116.00	X	7 100 7800 16A X	X
Commuter Fares					
Commuter Monthly Pass	90.00	96.00	X	X	a sa tala 🕮
Student/Senior Commuter Monthly Pass	35.00	35.00	eners of the X	X	
Commuter Fare	5.00	3.50	х	X	
Commuter Tickets (10)	40.00	33.50	X	no bxna	(9)
Commuter Local Fare Add-On	2.00	-,		X	
Local Fares					
Adult Fare	2.25	2.00	X		
Adult Tickets (10)	20.00	20.00	X	n brus 198Vaas	tricas taem
Monthly Pass	50.00	To A. A. Galeria	X		3-3-3
Senior Fare	1.50	1.00	X	registra de la mosta	ARTHUR OF
Senior Tickets (10)	12.00	10.00	X	SPACE OF STREET	Marin Crays No.
Student/Senior Monthly Pass	20.00	vision l egal s	X	A 50 8 50	
Children under 12	FREE	FREE	X		
Specialized Transportation Fares					
Local	6.00	6.00	×		
Edmonton	22.00	22.00	X	X	X
Specialized Rider on Local Transit	\$1.00	\$1.00	Х		

Marketing and Branding

WSP|PB recommends that the City allocate a budget for transit marketing and branding. For transit agencies the size of FST, a **minimum** of 5% should be allocated annually to marketing. This amount is consistent with industry average.

Additionally, WSP|PB recommends that the City develop a modern brand for transit to raise its profile within the community. The current paint schemes of FST's vehicles are not distinguishable and blend into the background of other privately-operated transport shuttles within the City. Similarly, FST's bus stop signage is not readily distinguishable as it often blends into the background.

Operations and Maintenance (O&M) Contract Needs to be Strengthened

WSP|PB believes that the current form of O&M contract does not adequately protect the City and should be enhanced to include performance requirements, revenue service hours and service standards. Further, the City should delineate expectations for maintenance and vehicle cleanliness regardless of ownership. We further recommend that the future form of contract be



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solely for operations and maintenance, while the City retains control of vehicle purchase and ownership.

We recommend that the City utilize a non-binding Request for Information (RFI) process prior to release of a formal Request for Proposal (RFP) to generate interest and competition from firms outside of the City– this is a successful strategy that has been employed elsewhere. Last, WSP|PB recommends that the City hire a third-party firm with the appropriate expertise to write the new O&M contract for the City and support the City through the procurement process to achieve best Value-for-Money for the residents of Fort Saskatchewan.

Work with Developers

In order for transit to be successful, it must serve key destinations within the City. WSP|PB believes the current route structure does not adequately serve key destinations and riders potentially face long walks to their ultimate decisions. This is particularly true in the case of the Cornerstone shopping development where riders would have to potentially walk 500-metres to access shopping amenities.

In discussions with the City's developers, there was an indication that they are supportive of having transit service their footprints and would potentially be willing to pay for transit infrastructure (bus shelters, concrete bus pads, etc.). We believe the City should exploit these opportunities.

"Right-Size" the Fleet

FST's current high-floor fleet does not adequately respond to the needs of its potential ridership base. Individuals such as seniors, disabled individuals with mobility aids or parents with strollers are unable to access transit because of the need to traverse stairs to access FST's buses.

To widen the demographic that transit appeals to, the City needs to "right-size" its fleet selection. FST's choice vehicle should be both accessible and low-floor (no stairs to traverse). Additionally, WSP|PB recommends that the City choose a vehicle with lower operating and maintenance costs than its current fleet composition. It is WSP|PB's experience that the choice of vehicle heavily drives operating and maintenance cost.

City-Owned Fleet Drives Greatest Value

WSP|PB recommends that the City own its fleet as it provides the overall lowest total cost of ownership. Where O&M contractors provide a vehicle for service it is typical that the total cost of the vehicle is amortized over the duration of the contract term. Additionally, the O&M contract may price additional costs into the contract such as the higher cost of private sector financing, risk that their contract may be terminated early and/or additional margin for procuring the vehicles.

From WSP|PB's experience rewriting contracts for other peer agencies, City-ownership of the fleet has the greatest opportunity to reduce the hourly rate for FST. Depending on choice of vehicle, cost of vehicle ownership payback could occur as early as within the first two years.



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Establish Transit Supportive Climate

In order for FST to succeed, the City must dedicate adequate resources to the start-up and ongoing management of the local transit service. WSP|PB advocates for proactive oversight of O&M contracts to ensure O&M contracts are obliging to the terms and conditions of the contract. To this end, WSP|PB suggests that one full-time equivalent (FTE) be dedicated to starting up the service from 2016 to 2017. After the service is established, half of an FTE is sufficient to oversee and administer the O&M contract.

Additionally, the City must dedicate stable, predictable funding for capital replacement and growth of the FST system.

Last, future land-use planning in the City needs to be supportive of transit. Historically, the City's residential developments have been predominantly back-fenced on major collector roads (example: Westpark Drive). Back-fenced communities are problematic for transit because residents have no easy way to access transit and may need to endure long walks to the nearest bus stop making transit unattractive. In other communities across Canada, "Transit First" initiatives have become popular for their potential to have transit installed into new developments prior to new residents moving in. WSP|PB recommends that the City establish transit-supportive policies and guidelines to ensure that new residential development is front-facing along major collector roads.



CITY OF FORT SASKATCHEWAN

2015 Audited Consolidated Financial Statements

Motion:

That Council receive and approve for release the 2015 Audited Consolidated Financial Statements as presented.

Purpose:

To present the 2015 Audited Consolidated Financial Statements to Council for their review and approval.

Background:

The 2015 Audited Consolidated Financial Statements are a result of twelve months of financial management from numerous City staff members working in conjunction with the Financial Services Department. Over the past several months Financial Services has diligently reviewed and assembled the required supporting documents for review by the independent external auditors.

The City of Fort Saskatchewan's consolidated financial statements have been prepared by Administration who is responsible for their accuracy, objectivity and completeness. The statements are prepared in compliance with legislation and in accordance with Canadian Public Sector Accounting Standards. These statements include the consolidation of the Fort Saskatchewan Public Library operations.

The City is required to submit a statement of financial position as December 31, 2015, a statement of operations and accumulated surplus, a statement of changes in net (debt) financial assets, and a statement of changes in cash flows on a consolidated basis. The supporting schedules and notes to the financial statements provide further information on the figures in the statements.

Plans/Standards/Legislation:

The City is required to prepare Financial Statements and a Financial Information Return in accordance with Sections 276, 277 and 278 of the *Municipal Government Act*. The statements and return must be submitted to the Minister of Alberta Municipal Affairs by May 1st of the year following the statement date. The financial statements and the Auditors' Report must be made available to the public by May 1st.

Recommendation:

That Council receive and approve for release the 2015 Audited Consolidated Financial Statements as presented.

Attachments:

1. Appendix "A" - 2015 Audited Consolidated Financial Statements

2. Appendix "B" – KPMG - Audit Findings Report

Prepared by: Susan Morrissey, CPA, CGA Date: April 20, 2016

Director, Finance

Reviewed by: Kelly Kloss Date: April 20, 2016

City Manager

Submitted to: City Council Date: April 26, 2016



Consolidated Financial Statements of

City of Fort Saskatchewan

Year Ended December 31, 2015

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MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of the City of Fort Saskatchewan (City) are the responsibility of the City's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The City's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Council met with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their receipt of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the City. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the City's consolidated financial statements.

Kelly Kloss City Manager April 26, 2016 Jeremy Emann, Chief Financial Officer April 26, 2016

Auditors' Report

To be inserted

City of Fort Saskatchewan consolidated statement of financial position As at December 31, 2015, with comparative information for 2014

	2015	2014
Financial Assets		
Cash	\$ 13,081,065	\$ 6,790,321
Investments (Note 2)	38,100,030	40,800,030
Net Taxes Receivable (Note 3)	435,578	337,894
Trade and Other Receivables (Note 4)	4,093,365	7,455,137
Sponsorships Receivable (Note 5)	92,000	134,400
Due From Other Governments (Note 6)	2,916,315	3,715,442
Inventory Held for Resale	44,932	37,917
	58,763,285	59,271,141
Liabilities		
Accounts Payable and Accrued Liabilities	5,944,802	9,573,411
Deposits on Account	2,988,824	2,094,046
Deferred Revenue (Note 7)	9,137,504	6,739,438
Vested Sick Leave	154,369	158,343
Liability for Contaminated Sites (Note 8)	1,312,500	700,000
Long-Term Debt (Note 9), (Note 10)	41,331,223	43,739,110
	60,869,222	63,004,348
Net Debt	(2,105,937	(3,733,207)
Non-Financial Assets		
Tangible Capital Assets (Schedule 3)	424,124,552	381,758,338
Inventories of Supplies	406,654	349,747
Prepaid Expenses	427,762	349,144
	424,958,968	382,457,229
Accumulated Surplus (Note 11)	\$ 422,853,031	\$ 378,724,022

City of Fort Saskatchewan consolidated statement of operations and accumulated surplus For the Year Ended December 31, 2015, with comparative information for 2014

	2015 Post and	2015	2014
	Budget (Note 19)		
Revenue	(1/000 15)		
Net Municipal Taxes (Schedule 1)	\$ 37,252,111	\$ 39,497,628	\$ 34,917,932
Sales, Rentals and User Charges	19,428,194	20,040,692	18,424,389
Fines and Penalties	2,509,669	3,144,724	2,242,499
Licenses and Permits	1,689,600	2,597,332	2,278,908
Government Transfers - Operating	1,434,389	1,546,096	1,483,325
Interest Income	520,200	686,946	705,567
Other Revenues	120,400	248,412	259,117
	62,954,563	67,761,830	60,311,737
Expenses (Schedule 2)			
Community Services	14,685,296	13,331,880	11,452,120
Utility Services	13,218,388	12,655,864	12,616,159
Infrastructure Services	8,870,382	10,533,597	9,163,219
General Government	8,455,498	9,066,538	8,322,365
Protective Services	8,302,608	8,373,242	7,152,528
Planning and Development	2,894,130	3,028,650	2,600,281
Library Services	987,313	888,934	811,544
Amortization of Tangible Capital Assets		11,578,142	10,803,235
	57,413,615	69,456,847	62,921,451
Annual Surplus (Deficit) Before Other	5,540,948	(1,695,017)	(2,609,714)
Other			
Contributed Tangible Capital Assets	-	39,748,321	12,623,304
Government Transfers - Capital	7,588,600	5,183,312	4,817,004
Developer Levies	250,000	892,393	8,329,614
	7,838,600	45,824,026	25,769,922
Annual Surplus	13,379,548	44,129,009	23,160,208
Accumulated Surplus, Beginning of Year	378,724,022	378,724,022	355,563,814
Accumulated Surplus, End of Year	\$ 392,103,570	\$ 422,853,031	\$ 378,724,022

City of Fort Saskatchewan consolidated statement of changes in net debt For the Year Ended December 31, 2015, with comparative information for 2014

	2015 Budget (Note 19)	2015	2014
	Ф. 12.270.540	Φ. 44.120.000	4. 22.1 (0.200
Annual Surplus	\$ 13,379,548	\$ 44,129,009	\$ 23,160,208
Acquisition of Tangible Capital Assets	(28,510,257)	(15,287,453)	(22,718,289)
Contributed Tangible Capital Assets	-	(39,748,321)	(12,623,304)
Amortization of Tangible Capital Assets	-	11,578,142	10,803,235
Loss (Gain) on Disposal of Tangible Capital Assets	(127,000)	595,118	902,012
Proceeds on Disposal of Tangible Capital Assets		496,300	225,090
	(15,257,709)	1,762,795	(251,048)
Acquisition of Inventories of Supplies	-	(56,907)	(104,543)
Acquisition of Prepaid Expenses		(78,618)	(85,409)
	_	(135,525)	(189,952)
Change in Net Debt	(15,257,709)	1,627,270	(441,000)
Net Debt, Beginning of Year	(3,733,207)	(3,733,207)	(3,292,207)
Net Debt, End of Year	\$ (18,990,916)	\$ (2,105,937)	\$ (3,733,207)

City of Fort Saskatchewan consolidated statement of Cash Flows

For the Year Ended December 31, 2015 with comparative information for 2014

Cash Provided By (Used In) Comparing Activities Annual Surplus \$ 44,129,009 \$ 23,160,208 Items Not Involving Cash Contributed Tangible Capital Assets (19,803,235) Contributed Tangible Capital Assets (39,748,321) (12,623,304) Loss on Disposal of Tangible Capital Assets (59,118) 902,012 Changes in Non-Cash Assets and Liabilities (97,684) 252,521 Trade and Other Receivables 3,361,772 (2,940,927) Sponsorships Receivables 3,261,772 (2,940,927) Sponsorships Receivables 42,400 42,400 Due Form Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015) 4,011 Accounts Payable and Accrued Liabilities 3,688,609 1,216,172 Deposits on Account 894,778 501,069 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave 3,994,179 4,514 Liability for Contaminated Sites 612,500 700,000 Inventing Activities 20,898,784 23,647,248 <t< th=""><th></th><th></th><th></th></t<>			
Operating Activities Annual Surplus \$ 44,129,009 \$ 23,160,205 Items Not Involving Cash 30,748,321 (10,803,235) Contributed Tangible Capital Assets (39,748,321) (26,23,304) Lass on Disposal of Tangible Capital Assets 595,118 90,2012 Changes in Non-Cash Assets and Liabilities 707,684 252,521 Trade and Other Receivable 3,361,772 (29,40,27) Sponsorships Receivable 42,400 42,400 42,400 Due From Other Governments 799,127 (21,22,300) Inventory Held for Resale 70,105 4,011 Accounts Payable and Accrued Liabilities 36,286,009 1,216,172 Deposits on Account 89,475 50,166 3,994,179 Vested Sick Leave 3,994,179 4,011 4,000 3,994,179 Vested Sick Leave 3,994,179 4,000 3,994,179 Use and Liability for Contaminated Sites 612,500 7,000,000 Inventories of Supplies 3,894,778 2,500,000 Preact Signal Expenses 7,804,800		2015	5 2014
Annual Surplus \$ 44,129,00 \$ \$ 23,160,208 Items Not Involving Cash I 11,578,142 10,803,235 Amortization of Tangible Capital Assets (39,748,321) (12,623,304) Loss on Disposal of Tangible Capital Assets 595,118 902,012 Changes in Non-Cash Assets and Liabilities (97,684) 252,521 Trade and Other Receivables 3,361,72 (2,940,927) Sponsorships Receivable 42,400 42,400 Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (70,15) 4,011 Accounts Payable and Acrued Liabilities (3,628,609) 1,216,172 Deposits on Account 894,778 501,069 Deposits on Account 894,778 501,069 Vested Sick Leave 2,398,066 3,994,179 Vested Sick Leave (3,744) (3,744) (3,744) Liability for Contaminated Sites (31,200) 4,040,000 3,994,179 Vested Sick Leave (3,784,18) (3,874,000) 4,370,000 Investing Activities (38,700,000) 4,370,	Cash Provided By (Used In)		
Tems Not Involving Cash			
Amortization of Tangible Capital Assets 11,578,142 10,803,235 Contributed Tangible Capital Assets (39,748,321) (2,623,304) Loss on Disposal of Tangible Capital Assets 59,118 90,012 Changes in Non-Cash Assets and Liabilities 79,000 2,52,521 Trade and Other Receivable 3,361,772 (2,940,927) Sponsorships Receivable 42,400 42,000 Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015) 4,011 Accounts Payable and Accrued Liabilities 3,628,609 1,216,172 Deposits on Account 894,778 501,609 Deferred Revenue 2,398,06 3,994,179 Vested Sick Leave 3,994,179 (2,108,60) Deferred Revenue 3,994,719 (51,946) Liability for Contaminated Sites 612,500 700,000 Investing Activities 3,800,000 43,780,000 Propaid Expenses 3,800,000 43,790,000 Sales of Investments 3,800,000 43,700,000 Sales of Investments 2,		\$ 44,12	.9,009 \$ 23,160,208
Contributed Tangible Capital Assets (39,748,321) (12,623,304) Loss on Disposal of Tangible Capital Assets 595,118 902,012 Changes in Non-Cash Assets and Liabilities (97,684) 252,521 Trade and Other Receivable 3,361,772 (2,940,927) Sponsorships Receivable 42,400 42,400 Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015) 4,011 Accounts Payable and Accrued Liabilities (3628,609) 12,161,72 Deposits on Account 894,778 501,069 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,374) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) 104,543 Prepaid Expenses (78,618) (85,409) Prepaid Expenses (78,618) (85,409) Sales of Investments (38,700,000) 43,000,000 Sales of Investments (38,700,000) 3,900,000 Proceeds from Long-Term Debt (2,407,887)<	e		
Loss on Disposal of Tangible Capital Assets S95,118 902,012 Changes in Non-Cash Assets and Liabilities Net Taxes Receivable (97,684) 252,521 Trade and Other Receivable 3,361,772 (2,940,927) Sponsorships Receivable 44,400 42,400 Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015 4,011 Accounts Payable and Accrued Liabilities (3,628,609) 1,2161,72 Deposits on Account 894,778 501,069 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites (35,907) (104,543) Prepaid Expenses (36,607) (104,543) Prepaid Expenses (78,618) (85,409) 20,789,784 23,647,248 Investing Activities (38,700,000) (43,700,000) Sales of Investments (38,700,000) (43,700,000) Sales of Investments (38,700,000) (39,000,000) Financing Activities (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds on Disposal of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets (15,287,453) (22,718,289) Cash, Beginning of Year (3,99,231) (3,981,029) Cash Paid for Interest (3,90,100) (3,900,000)			
Changes in Non-Cash Assets and Liabilities (97,684) 252,521 Trade and Other Receivable 3,361,772 (2,940,927) Sponsorships Receivable 42,400 42,400 Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015) 4,011 Accounts Payable and Accrued Liabilities (3,628,609) 1,216,172 Deposits on Account 894,778 501,609 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) Investing Activities (38,700,000) (3,900,000) Purchase of Investments (38,700,000) (3,900,000) Sales of Investments (38,700,000) (3,900,000) Financing Activities (2,407,887) (2,047,877) Repayment of Long-Term Debt (2,407,887) (2,047,877) Proceeds from Long-Term Debt (2,207,887)		(39,74	8,321) (12,623,304)
Net Taxes Receivable (97,684) 252,521 Trade and Other Receivables 3,361,772 (2,940,927) Sponsorships Receivable 42,400 42,400 Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015) 4,011 Accounts Payable and Accrued Liabilities (3,628,609) 1,216,172 Deposits on Account 894,778 501,069 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) 20,789,784 23,647,248 Investing Activities (38,700,000) (43,700,000) Sales of Investments (38,700,000) (38,000,000) Sales of Investments (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (5,455,243) Ca		59	5,118 902,012
Trade and Other Receivables 3,361,772 (2,940,927) Sponsorships Receivable 42,400 42,400 Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015) 4,011 Accounts Payable and Accred Liabilities (3,628,609) 1,216,172 Deposits on Account 894,778 501,069 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (36,907) (104,543) Prepaid Expenses (78,618) (85,409) Propaid Expenses (38,700,000) (43,700,000) Sales of Investments (38,700,000) (43,700,000) Sales of Investments (38,700,000) (3,900,000) Proceeds from Long-Term Debt (2,407,887) (2,047,877) Proceeds from Long-Term Debt (2,407,887) (5,523,43 Capital Activities (5,528,435) (22,718,289) Proceeds from Long-Term Debt (5,528,745) (2			
Sponsorships Receivable 42,400 42,400 Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015) 4,011 Accounts Payable and Accrued Liabilities (3,628,609) 1,216,172 Deposits on Account 894,778 501,069 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) Prepaid Expenses (78,618) (85,409) Prevalse of Investments (38,700,000) (43,700,000) Sales of Investments (38,700,000) (43,700,000) Sales of Investments (38,700,000) (43,700,000) Sales of Investments (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (5,452,43) Proceeds from Long-Term Debt (15,287,453) (22,7	Net Taxes Receivable	(9	7,684) 252,521
Due From Other Governments 799,127 (2,122,430) Inventory Held for Resale (7,015) 4,011 Accounts Payable and Accrued Liabilities (3,628,609) 1,216,172 Deposits on Account 894,778 501,069 Deferred Revenue 2,398,666 3,994,179 Vested Sick Leave (3,374) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) Prepaid Expenses (78,618) (85,409) Purchase of Investments (38,700,000) (43,700,000) Sales of Investments (38,700,000) (43,700,000) Sales of Investments (38,700,000) (3,900,000) Financing Activities (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,545,243) Capital Activities (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets (15,287,453) (22,718,289) Increase in Cash (4,791,153) (22,493,199) Increase in Cash (6,90,744 2,809,292 Cash, Beginning of Year (6,790,321 3,981,029 Cash Paid for Interest (1,640,170 1,507,066	Trade and Other Receivables	3,36	(2,940,927)
Inventory Held for Resale	Sponsorships Receivable	4	2,400 42,400
Accounts Payable and Accrued Liabilities (3,628,600) 1,210,172 Deposits on Account 894,778 501,069 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) Purchase of Investments (38,700,000) (43,700,000) Sales of Investments (38,700,000) 39,000,000 Sales of Investments (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) 5,455,243 Capital Activities (2,407,887) 5,455,243 Capital Activities (14,791,153) (22,718,289) Proceeds on Disposal of Tangible Capital Assets (14,791,153) (22,493,199) Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year 1,640,170	Due From Other Governments	79	9,127 (2,122,430)
Deposits on Account 894,778 501,069 Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) 20,789,784 23,647,248 Investing Activities Purchase of Investments (38,700,000) (43,700,000) Sales of Investments (38,700,000) 39,900,000 Sales of Investments (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets (15,287,453) (22,718,289) Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year 5,190,021 1	Inventory Held for Resale	((7,015) 4,011
Deferred Revenue 2,398,066 3,994,179 Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) 20,789,784 23,547,248 Investing Activities Purchase of Investments (38,700,000) (43,700,000) Sales of Investments 41,400,000 39,900,000 Sales of Investments (2,407,887) (2,044,787) Proceeds from Long-Term Debt 2,407,887) (2,044,787) Proceeds from Long-Term Debt 2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets (15,287,453) (22,718,289) Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year 513,081,065 6,790,321 Cash Paid for Interest 1,640,170	Accounts Payable and Accrued Liabilities	(3,62	1,216,172
Vested Sick Leave (3,974) (51,946) Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) 20,789,784 23,647,248 Investing Activities Purchase of Investments (38,700,000) (43,700,000) Sales of Investments 41,400,000 39,900,000 Sales of Investments (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year 513,081,065 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Deposits on Account	89	4,778 501,069
Liability for Contaminated Sites 612,500 700,000 Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) 20,789,784 23,647,248 Investing Activities Purchase of Investments (38,700,000) (43,700,000) Sales of Investments 41,400,000 39,900,000 Sales of Investments (2,407,887) (2,044,757) Proceeds from Long-Term Debt 2,700,000 (3,800,000) Proceeds from Long-Term Debt 2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year 13,081,065 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Deferred Revenue	2,39	8,066 3,994,179
Inventories of Supplies (56,907) (104,543) Prepaid Expenses (78,618) (85,409) 20,789,784 23,647,248 Investing Activities 20,789,784 23,647,248 Purchase of Investments (38,700,000) (43,700,000) Sales of Investments 41,400,000 39,900,000 2,700,000 2,700,000 3,800,000) Financing Activities (2,407,887) (2,044,757) Proceeds from Long-Term Debt - - 7,500,000 (2,407,887) 5,455,243 (2,407,887) 5,455,243 Capital Activities (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Vested Sick Leave	((3,974) (51,946)
Prepaid Expenses (78,618) (85,409) Investing Activities 20,789,784 23,647,248 Purchase of Investments (38,700,000) (43,700,000) Sales of Investments 41,400,000 39,900,000 Financing Activities 2,700,000 (3,800,000) Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - 7,500,000 Capital Activities (2,407,887) 5,455,243 Capital Activities (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year 513,081,065 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Liability for Contaminated Sites	61	2,500 700,000
Investing Activities 20,789,784 23,647,248 Purchase of Investments (38,700,000) (43,700,000) Sales of Investments 41,400,000 39,900,000 Financing Activities 2,700,000 (3,800,000) Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - 7,500,000 Capital Activities (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Inventories of Supplies	(5	(6,907) (104,543)
Investing Activities (38,700,000) (43,700,000) Purchase of Investments (38,700,000) (43,700,000) Sales of Investments 41,400,000 39,900,000 2,700,000 (3,800,000) Financing Activities Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - 7,500,000 (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year 5 13,081,065 \$ 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Prepaid Expenses	(7	(85,409)
Purchase of Investments (38,700,000) (43,700,000) Sales of Investments 41,400,000 39,900,000 2,700,000 (3,800,000) Financing Activities Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - - 7,500,000 (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 \$6,790,321 Cash Paid for Interest 1,640,170 1,507,066		20,78	9,784 23,647,248
Sales of Investments 41,400,000 39,900,000 2,700,000 (3,800,000) Financing Activities Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - 7,500,000 (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$ 13,081,065 \$ 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Investing Activities		
Financing Activities 2,700,000 (3,800,000) Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - 7,500,000 (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	-	(38,70	00,000) (43,700,000)
Financing Activities Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - 7,500,000 (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Sales of Investments	41,40	0,000 39,900,000
Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - 7,500,000 (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$ 13,081,065 \$ 6,790,321 Cash Paid for Interest 1,640,170 1,507,066		2,70	0,000 (3,800,000)
Repayment of Long-Term Debt (2,407,887) (2,044,757) Proceeds from Long-Term Debt - 7,500,000 (2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$ 13,081,065 \$ 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Financing Activities		
(2,407,887) 5,455,243 Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 (14,791,153) (22,493,199) Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 \$6,790,321 Cash Paid for Interest 1,640,170 1,507,066	~	(2,40	07,887) (2,044,757)
Capital Activities Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 (14,791,153) (22,493,199) Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 \$6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Proceeds from Long-Term Debt		- 7,500,000
Acquisition of Tangible Capital Assets (15,287,453) (22,718,289) Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 (14,791,153) (22,493,199) Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 \$6,790,321 Cash Paid for Interest 1,640,170 1,507,066		(2,40	7,887) 5,455,243
Proceeds on Disposal of Tangible Capital Assets 496,300 225,090 (14,791,153) (22,493,199) Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$13,081,065 \$6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Capital Activities		
Increase in Cash (14,791,153) (22,493,199) Cash, Beginning of Year 6,290,744 2,809,292 Cash, End of Year 6,790,321 3,981,029 Cash Paid for Interest 1,640,170 1,507,066	Acquisition of Tangible Capital Assets	(15,28	(7,453) (22,718,289)
Increase in Cash 6,290,744 2,809,292 Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$ 13,081,065 \$ 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Proceeds on Disposal of Tangible Capital Assets	49	16,300 225,090
Cash, Beginning of Year 6,790,321 3,981,029 Cash, End of Year \$ 13,081,065 \$ 6,790,321 Cash Paid for Interest 1,640,170 1,507,066		(14,79	1,153) (22,493,199)
Cash, End of Year \$ 13,081,065 \$ 6,790,321 Cash Paid for Interest 1,640,170 1,507,066	Increase in Cash	6,29	0,744 2,809,292
Cash Paid for Interest 1,640,170 1,507,066	Cash, Beginning of Year	6,79	0,321 3,981,029
	Cash, End of Year	\$ 13,08	1,065 \$ 6,790,321
Cash Received from Interest 700,333 614,677	Cash Paid for Interest	1,64	0,170 1,507,066
	Cash Received from Interest	70	00,333 614,677

City of Fort Saskatchewan SCHEDULE 1 - NET MUNICIPAL TAXES

For the Year Ended December 31, 2015, with comparative information for 2014

	2015 Budget (Note 19)	2015	2014
Revenue			
Residential	\$ 22,341,135 \$	23,780,220 \$	21,380,494
Non-Residential	25,005,497	26,616,204	23,726,431
Government Transfers in Place of Property Taxes	409,100	849,724	805,458
Special Assessments and Local Improvement Taxes	6,000	2,874	5,997
	47,761,732	51,249,022	45,918,380
Requisitions			
Alberta School Foundation Fund	8,891,623	10,147,411	9,441,203
Elk Island Catholic Separate Regional District	1,361,353	1,323,714	1,302,656
Heartland Housing Foundation	256,645	280,269	256,589
	10,509,621	11,751,394	11,000,448
Net Municipal Property Taxes	\$ 37,252,111 \$	39,497,628 \$	34,917,932

City of Fort Saskatchewan SCHEDULE 2 - EXPENSES BY OBJECT

For the Year Ended December 31, 2015, with comparative information for 2014

	2015 Budget (Note 19)	2015	2014
Expenses			
Salaries, Wages and Benefits	\$ 24,265,887	\$ 23,402,365	\$ 21,595,415
Contracted and General Services	22,032,771	22,882,993	19,446,296
Amortization of Tangible Capital Assets	-	11,578,142	10,803,235
Materials, Supplies and Utilities	9,104,221	8,818,553	8,149,988
Interest and Bank Charges	1,744,934	1,736,181	1,608,425
Loss (Gain) on Disposal of Tangible Capital Assets	(127,000)	595,118	902,012
Transfers to Individuals and Organizations	350,652	371,983	363,067
Other Expenses	42,150	71,512	53,013
	\$ 57,413,615	\$ 69,456,847	\$ 62,921,451

City of Fort Saskatchewan schedule 3 - Tangible Capital Assets

For the Year Ended December 31, 2015, with comparative information for 2014

	Land	Land Improvments	Engineering Structures	Buildings	Machinery & Equipment	Vehicles	Assets Under Construction		2014
Cost									
Balance, Beginning of Year	\$ 88,398,022	\$ 19,862,884	\$ 282,964,152	\$ 66,940,673	\$ 13,837,855	\$ 4,830,008	\$ 13,819,677	\$ 490,653,271	\$ 457,632,346
Acquisitions	-	625,809	11,772,026	11,819,232	2,664,252	200,115	(11,793,981)	15,287,453	22,718,289
Contributed	3,223,300	-	36,525,021	-	-	-	-	39,748,321	12,623,304
Disposals	(314,567)	(75,524)	(1,245,015)	-	(256,532)	(48,735)	-	(1,940,373)	(2,320,668)
Balance, End of Year	91,306,755	20,413,169	330,016,184	78,759,905	16,245,575	4,981,388	2,025,696	543,748,672	490,653,271
Accumulated Amortization									
Balance, Beginning of Year	-	(9,024,360)	(76,855,585)	(13,671,762)	(7,132,470)	(2,210,756)	-	(108,894,933)	(99,285,264)
Annual Amortization	-	(727,319)	(7,660,474)	(1,590,238)	(1,261,639)	(338,472)	-	(11,578,142)	(10,803,235)
Accumulated Amortization on Disposals		75,524	616,710	-	117,723	38,998	-	848,955	1,193,566
Balance, End of Year		(9,676,155)	(83,899,349)	(15,262,000)	(8,276,386)	(2,510,230)	-	(119,624,120)	(108,894,933)
Net Book Value of Tangible Capital Assets	\$ 91,306,755	\$ 10,737,014	\$ 246,116,835	\$ 63,497,905	\$ 7,969,189	\$ 2,471,158	\$ 2,025,696	\$ 424,124,552	\$ 381,758,338

City of Fort Saskatchewan schedule 4 - segmented disclosure

For the Year Ended December 31, 2015, with comparative information for 2014

	_			
	General Government		Protective Services	Infrastructure Services
Revenue				
Net Municipal Taxes	\$	39,494,754 \$	-	\$ 2,874
Sales, Rentals and User Charges		116,546	239,043	463,483
Fines and Penalties		252,007	2,820,926	-
Licenses and Permits		-	43,827	806,284
Government Transfers - Operating		1,027	619,312	2,047
Interest Income		669,050	-	-
Other Revenues		18,439	500	1,339
		40,551,823	3,723,608	1,276,027
Expenses				
Salaries, Wages and Benefits		5,628,849	2,954,023	3,553,913
Contracted and General Services		2,438,325	4,750,226	3,878,623
Amortization of Tangible Capital Assets		904,292	435,694	7,520,867
Materials, Supplies and Utilities		396,549	340,514	2,256,743
Interest and Bank Charges		599,979	323,743	184,538
Loss (Gain) on Disposal of Tangible Capital Assets		-	4,736	636,215
Transfers to Individuals and Organizations		-	-	23,565
Other Expenses		2,836	-	-
		9,970,830	8,808,936	18,054,464
Annual Surplus (Deficit) Before Other		30,580,993	(5,085,328)	(16,778,437)
Other				
Contributed Tangible Capital Assets		-	-	39,748,321
Government Transfers - Capital		-	-	4,515,328
Developer Levies		-	-	266,600
	_	-	-	44,530,249
Annual Surplus (Deficit)	\$	30,580,993 \$	(5,085,328)	\$ 27,751,812

City of Fort Saskatchewan schedule 4 - segmented disclosure

For the Year Ended December 31, 2015, with comparative information for 2014

	Utility Services	Community Services	Planning & Development	Library Services	2015	2014
\$	- \$	- \$	- \$	- \$	39,497,628 \$	34,917,932
	15,351,346	3,472,751	358,111	39,412	20,040,692	18,424,389
	55,877	-	-	15,914	3,144,724	2,242,499
	-	-	1,747,221	-	2,597,332	2,278,908
	1,023	790,828	-	131,859	1,546,096	1,483,325
	-	-	-	17,896	686,946	705,567
	2,826	165,270	-	60,038	248,412	259,117
	15,411,072	4,428,849	2,105,332	265,119	67,761,830	60,311,737
	1,714,323	7,345,519	1,455,994	749,744	23,402,365	21,595,415
	6,639,134	3,471,513	1,591,027	114,145	22,882,993	19,446,296
	1,527,827	988,724	11,893	188,845	11,578,142	10,803,235
	4,082,984	1,708,617	10,658	22,488	8,818,553	8,149,988
	170,627	454,737	-	2,557	1,736,181	1,608,425
	4,600	-	(50,433)	-	595,118	902,012
	-	327,014	21,404	-	371,983	363,067
	44,196	24,480	-	-	71,512	53,013
	14,183,691	14,320,604	3,040,543	1,077,779	69,456,847	62,921,451
	1,227,381	(9,891,755)	(935,211)	(812,660)	(1,695,017)	(2,609,714)
	-	-	-	-	39,748,321	12,623,304
	-	667,984	-	-	5,183,312	4,817,004
	-	<u>-</u>	625,793	<u> </u>	892,393	8,329,614
_	-	667,984	625,793	-	45,824,026	25,769,922
\$	1,227,381 \$	(9,223,771) \$	(309,418) \$	(812,660) \$	44,129,009 \$	23,160,208

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the City of Fort Saskatchewan (City) are prepared by management in accordance with Canadian Public Sector Accounting Standards (PSAS).

Significant accounting policies adopted by the City are as follows:

a) Reporting Entity

The consolidated financial statements of the City reflect the assets, liabilities, revenues, expenses and accumulated surplus of the reporting entity. The reporting entity is comprised of the organizations and committees which are owned or controlled by the City, and are accountable for the administration of their financial affairs and resources.

The reporting entity includes all divisions and departments that comprise City operations and the Fort Saskatchewan Public Library (Library). Inter-departmental and inter-organizational transactions have been eliminated.

The City is a member of various other boards, commissions and other organizations that are not part of the government reporting entity, including the Heartland Housing Foundation, the Alberta Capital Region Wastewater Commission, and the Capital Region Northeast Water Services Commission.

Property taxes levied include requisitions for education and affordable housing; organizations that are not part of the government reporting entity.

b) Basis of Accounting

The City follows the accrual method of accounting for revenues and expenses. Revenues are recognized in the year in which they are earned and are measurable. Expenses are recognized as they are incurred and are measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user fees and charges are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

Property tax revenue is recognized on the accrual basis using the approved tax mill rates and the anticipated assessment related to the current year.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

1. <u>SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)</u>

c) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the consolidated financial statements as revenue in the period that the events giving rise to the transfer occurs, providing the transfers are authorized, any eligibility criteria have been met by the City, and reasonable estimates of the amounts can be determined. Amounts to be recognized in future periods are recorded as deferred revenue.

d) <u>Deferred Revenue</u>

Deferred revenue represents amounts received from which the related activities have yet to be performed. These amounts will be recognized as revenues in the period that the activities are performed.

e) Requisition Over-levies and Under-levies

Over-levies and under-levies arise from the difference between the actual levy made to cover each requisition and the actual amount requisitioned. If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue. Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies from the prior year.

f) <u>Investments</u>

Investments are recorded at amortized cost less amounts written off to reflect other than temporary declines in value. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. The City invests its funds pursuant to authorized investments allowed by the *Municipal Government Act*.

Investment income is reported as revenue in the period earned. When required by agreement or legislation, investment income on deferred revenue is added to the investment and forms part of the deferred revenue balance.

g) Employee Future Benefits

The City is a member of a defined contribution multi-employer pension plan covering substantially all of its employees. Pension contributions are accounted for using defined contribution accounting, wherein contributions for current and past service benefits are recorded as expenses in the year in which they become due.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

1. <u>SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)</u>

h) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Assets	Useful Life - Years
Land Improvements	15 - 25
Engineering Structures	5 - 80
Buildings	10 - 50
Machinery and Equipment	3 - 25
Vehicles	10 - 25

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Works of Art and Cultural and Historic Assets

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

(iv) Inventories of Supplies

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.

i) <u>Use of Estimates</u>

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the period. Actual results could differ from these estimates.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

1. <u>SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)</u>

j) <u>Liability for Contaminated Sites</u>

The City adopted *Liability for Contaminated Sites* PS3260 effective January 1, 2015. Under PS3260, contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. This standard relates to sites that are not in productive use and sites in productive use where an unexpected event resulted in contamination. This standard was adopted on a prospective basis. There were no adjustments as a result of the adoption of this standard.

k) Future Accounting Standard Pronouncements

The following summarizes upcoming changes to PSAS. In 2016, the City will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption may vary, certain standards must be adopted concurrently. The requirements in Financial Statement Presentation (PS1201), Financial Instruments (PS3450), Foreign Currency Translations (PS2601) and Portfolio Investments (PS3041) must be implemented at the same time.

PSAS	Description	Effective Date
PS2200	Related Party Transactions	April 1, 2017
PS3420	Inter-Entity Transactions	April 1, 2017
PS3210	Assets	April 1, 2017
PS3210	Contingent Assets	April 1, 2017
PS3380	Contractual Rights	April 1, 2017
PS3430	Restructuring Transactions	April 1, 2018
PS1201	Financial Statement Presentation	April 1, 2019
PS3450	Financial Instruments	April 1, 2019
PS2601	Foreign Currency Translation	April 1, 2019
PS3401	Portfolio Investments	April 1, 2019

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS For the Year Ended December 31, 2015, with comparative information for 2014

2. <u>INVESTMENTS</u>

	2015	2014
Non-Cashable GIC	\$ 18,100,000	\$ 10,000,000
Cashable GIC	20,000,000	30,800,000
Corporate Shares	 30	30
	\$ 38,100,030	\$ 40,800,030

The investment pool consists of cashable and non-cashable guaranteed investment certificates (GICs). The cashable GICs are redeemable upon request, bearing interest at 1.55% (2014 - 1.87% to 1.90%). The non-cashable GICs mature from 180 to 395 days, bearing interest at 1.50% to 1.85% (2014 - 2.09% to 2.10%).

3. <u>NET TAXES RECEIVABLE</u>

	2015	2014	
\$	352,899	\$ 270,838	
	82,679	67,056	
\$	435,578	\$ 337,894	

4. TRADE AND OTHER RECEIVABLES

	2015	2014
Utilities Receivable	\$ 2,049,777 \$	1,866,067
Developer Levy Receivable	1,344,389	4,765,832
Other Trade Receivables	 699,199	823,238
	\$ 4,093,365 \$	7,455,137

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS For the Year Ended December 31, 2015, with comparative information for 2014

5. SPONSORSHIPS RECEIVABLE

Sponsorships receivable relate to sponsorship agreements for the Lions Club Fish Pond and 1875-1885 NWMP Fort over the next five years and beyond. Amounts to be received are as follows:

	2015	2014		
Lions Club Fish Pond				
2015	\$ - \$	2,000		
2016	2,000	2,000		
2017	2,000	2,000		
2018	2,000	2,000		
2019	2,000	2,000		
2020	2,000	2,000		
Subsequent	82,000	82,000		
	92,000	94,000		
1875-1885 NWMP Fort				
2015	 -	40,400		
	- -	40,400		
	\$ 92,000 \$	134,400		

6. **DUE FROM OTHER GOVERNMENTS**

	2015	2014
Federal Government	\$ 1,688,607 \$	2,873,207
Provincial Government	1,194,122	809,346
Other Government	33,586	32,889
	\$ 2,916,315 \$	3,715,442

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS For the Year Ended December 31, 2015, with comparative information for 2014

7. <u>DEFERRED REVENUE</u>

		Balance January 1, 2015	Amounts Received	Amounts Recognized	D	Balance December 31, 2015
Capital Government Transfers						
Provincial	\$	5,798,760	\$ 6,222,671	\$ (3,864,140)	\$	8,157,291
Federal		322,907	1,356,611	(1,319,172)		360,346
	_	6,121,667	7,579,282	(5,183,312)		8,517,637
Operating Government Transfers						
Provincial		7,505	1,591,875	(1,533,596)		65,784
Federal		-	25,000	(12,500)		12,500
		7,505	1,616,875	(1,546,096)		78,284
Other Deferred Amounts		610,266	587,721	(656,404)		541,583
	\$	6,739,438	\$ 9,783,878	\$ (7,385,812)	\$	9,137,504

8. <u>LIABILITY FOR CONTAMINATED SITES</u>

In the current year, the City completed its assessment for contamination on its current Public Works yard. The assessment identified soil and groundwater contamination that exceeded environmental standards. As a result, the City recorded an accrual of \$1,312,500 (2014 - \$700,000) in it's consolidated financial statements, which represents management's best estimate of the cost of future remediation of contamination at its Public Works yard.

City of Fort Saskatchewan notes to the consolidated financial statements

For the Year Ended December 31, 2015, with comparative information for 2014

9. **LONG-TERM DEBT**

	2015	2014
Supported by:		
General Tax Levies	\$ 36,726,454	\$ 38,651,014
Utility Rates	4,604,769	5,085,583
Local Improvement Levies	 -	2,513
	\$ 41,331,223	\$ 43,739,110

Principal and interest repayments are as follows:

	Principal		Principal Interest		Total	
2016	\$	2,503,856	\$	1,541,468	\$	4,045,324
2017		2,606,796		1,438,528		4,045,324
2018		2,714,413		1,330,911		4,045,324
2019		2,826,939		1,218,385		4,045,324
2020		2,944,617		1,100,707		4,045,324
Subsequent		27,734,602		6,036,740		33,771,342
	\$	41,331,223	\$	12,666,739	\$	53,997,962

Debentures are payable in semi-annual amounts up to the year 2035, with accompanying interest rates ranging from 2.226% to 6.375%. Debenture debt is issued on the credit and security of the City.

Debt obligations by function are as follows:

	2015	2014
General Government	\$ 14,240,843	\$ 14,853,841
Protective Services	10,007,674	10,395,604
Community Services	7,486,336	8,209,501
Infrastructure Services	4,991,601	5,194,581
Utility Services	4,604,769	5,085,583
	\$ 41,331,223	\$ 43,739,110

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

10. <u>DEBT LIMITS</u>

Section 276(2) of the *Municipal Government Act* requires that debt limits as defined by regulation for the City be disclosed as follows:

	2015	2014
Total Debt Limit	\$ 102,981,335 \$	102,962,026
Total Debt	(41,331,223)	(43,739,110)
Debt Limit in Excess of Actual Debt	61,650,112	59,222,916
Service on Debt Limit	17,163,556	17,160,338
Service on Debt	(4,045,324)	(4,048,057)
Total Service on Debt Limit in Excess of Actual Debt Service Costs	\$ 13,118,232 \$	13,112,281

The debt limit is calculated at 1.5 times revenue of the City (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities, which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality; rather, the financial statements must be interpreted as a whole.

11. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts as well as amounts invested in tangible capital assets as follows:

Unrestricted Surplus
General Operating and Capital Restricted Surplus
Invested in Tangible Capital Assets

2015	2014
\$ -	\$ -
40,059,702	40,704,794
382,793,329	338,019,228
\$ 422,853,031	\$ 378,724,022

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

12. SALARIES AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for elected municipal officials and the City Manager, as required by Alberta Regulation 313/2000 is as follows:

	Salary (a)	Benefits & Allowance (b)	2015 Total	2014 Total	
City Manager K. Kloss	\$ 225,026	\$ 75,621	\$ 300,647	\$	248,263
Mayor G. Katchur	81,187	4,973	86,160		73,585
Councillor F. Garritsen	39,402	3,242	42,644		34,220
Councillor B. Blizzard	38,502	3,242	41,744		34,581
Councillor S. Bossert	38,402	3,242	41,644		35,301
Councillor S. Hennig	38,102	3,242	41,344		34,401
Councillor A. Randhawa	38,202	1,644	39,846		32,427
Councillor E. Sperling	35,902	2,035	37,937		31,545

- a) Salary includes regular base pay, honoraria, and per diems. The City Manager's annual salary is \$212,355. (Note: On a bi-weekly pay system normally there are 26 pay periods however every eleven years a 27th pay period occurs, as was the case in 2015, bringing the amount to \$225,026. The system also impacts the Mayor's and Councillor's salary.)
- b) Benefits and allowances include the employer's share of all employee benefits and contributions or payments made on behalf of employees including retirement pension, Canada Pension Plan (CPP), Employment Insurance (EI), health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, and long term disability plans. Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including car allowances. Included in the benefits and allowance for the City Manager is a pension allocation (MuniSERP) attributable to the years of 2013, 2014 and 2015 totalling \$59,625.

13. LOCAL AUTHORITIES PENSION PLAN

Employees of the City participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the *Public Sector Pension Plans Act*. It is financed by employer and employee contributions and investment earnings of the LAPP Fund.

The City is required to make current service contributions to the plan of 11.39% (2014 - 11.39%) of pensionable earnings up to the Canada Pension Plan year's maximum pensionable earnings and 15.84% (2014 - 15.84%) on pensionable earnings above this amount. Employees are required to make current service contributions under the Canada Pension Plan of 10.39% (2014 - 10.39%) of pensionable salary up to the year's maximum pensionable earnings and 14.84% (2014 - 14.84%) on pensionable salary above this amount. Contributions for current service are recorded as expenses in the year in which they become due.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

13. LOCAL AUTHORITIES PENSION PLAN (CONTINUED)

Contributions to the LAPP made during the year by the City on behalf of its employees amounted to \$1,705,458 (2014 - \$1,463,134). Employee contributions for current and past service were \$1,546,846 (2014 - \$1,355,350).

LAPP reported a deficiency for the overall plan as at December 31, 2014 of \$2.45 billion. Information as at December 31, 2015 was not available at the time of preparing these financial statements.

14. SUPPLEMENTARY PENSION PLANS

The APEX Supplementary Pension Plan (APEX) is an Alberta Urban Municipalities Association (AUMA) sponsored defined benefit pension plan covered under the provisions of the *Alberta Employment Pension Plans Act*. It commenced on January 1, 2003 and provides supplementary pension benefits to a prescribed class of employees. The plan supplements the LAPP.

Contributions are made by the prescribed class of employees and the City. The City and the employees are required to make current service contributions to APEX of 3.0% (2014 - 3.0%) and 2.5% (2014 - 2.5%) respectively of pensionable earnings. Total current service contributions by the City to APEX in 2015 were \$9,552 (2014 - \$12,465). Total current service contributions by the employees of the City in 2015 were \$7,960 (2014 - \$10,387).

In addition, City Council approved the participation of the City in the Municipal Supplementary Employee Retirement Plan (MuniSERP) program. MuniSERP provides supplementary benefits to a prescribed class of employees in excess of the limits of the *Income Tax Act*. The total current and past service liability to the City to December 31, 2015 is \$0 (2014 - \$56,626). This amount changes as a result of withdrawing from the plan.

The cost of post-retirement benefits earned by employees under APEX and the MuniSERP program is actuarially determined using the projected benefit method prorated on service and management's best estimate of salary, benefit escalation and retirement ages of employees. The cost of post-retirement benefits for APEX is fully funded and MuniSERP is not funded.

15. <u>LETTERS OF CREDIT</u>

In 2015, the City held 69 (2014 - 68) Letters of Credit totaling \$20,392,479 (2014 - \$27,981,070) in the City's favour as security for property development.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

16. COMMITMENTS AND CONTINGENT LIABILITIES

As part of certain development agreements, developers perform work on behalf of the City for which the City provides credit against development levies. At December 31, 2015, unapplied levy credits in the amount of \$951 (2014 - \$951) were outstanding and available to be applied by developers against future development levies. These amounts have not been accrued in the consolidated financial statements of the City as they will not become payable until future developments are approved.

In addition, in the normal course of business, the City is party to various claims and legal proceedings. While the final outcome with respect to the claims and legal proceedings pending at December 31, 2015 cannot be determined at certainty, it is the opinion of management that their resolution will not have material adverse effects on the City's financial position or results of operations.

The City continues to review environmental objectives and liabilities for its activities and properties as well as any potential reclamation obligations. During 2015, the City inventoried properties that the City is responsible for to identify potential remediation obligations. All known and measurable liabilities have been recognized (Note 8).

17. FINANCIAL INSTRUMENTS

The City's financial instruments consist of investments, net taxes receivable, trade and other receivables, sponsorships receivable, amounts due from other governments, accounts payable and accrued liabilities, deposits on account, vested sick leave, environmental liabilities, and long-term debt. It is management's opinion that the City is not exposed to significant interest or currency arising from these financial instruments.

The City is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that tax payers and entities to which the City provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying values of all the City's financial instruments approximate their fair value.

18. SEGMENTED DISCLOSURE

The Schedule of Segmented Disclosures - Schedule 4 has been prepared in accordance with PS2700 *Segmented Disclosure*. Segmented disclosures are intended to help users of the financial statements identify the resources allocated to support major government activities.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the Year Ended December 31, 2015, with comparative information for 2014

18. <u>SEGMENTED DISCLOSURE (CONTINUED)</u>

The segments have been selected based upon functional activities provided by the City. For each reported segment, revenues and expenses represent amounts directly attributable to the functional activity. The functional areas that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

a) General Government

General Government includes Council and Legislative services. Corporate functions also included are Financial Services, Human Resources, Health and Safety, Taxation and Assessment, Information Technology, Corporate Strategy, and Communications and Marketing.

b) Protective Services

Protective Services operates Fire Services, Municipal Enforcement, and Emergency Management and Preparedness for the City. This segment also includes police protection provided on contract by the Royal Canadian Mounted Police (RCMP). Protective Services exists to provide effective service delivery to reduce risk and promote community confidence.

c) <u>Infrastructure Services</u>

Infrastructure Services includes Engineering Services, Fleet Services, Storm Sewers, Roadway and Park Maintenance, and Public Transit. Infrastructure Services maintains the City's assets, such as roads, fleet equipment, and material management. This also includes the purchasing, construction, maintenance and life cycle costing of these assets.

d) <u>Utility Services</u>

Utility Services includes water distribution, wastewater collection and solid waste services. Solid waste services include collection, recycling and waste depot services. Utility Services coordinates the maintenance of utility infrastructure, billing, collections and meter reading within the City. These specific services are provided on a 'user pay' basis, ensuring that users pay the full cost of the utility.

e) <u>Community Services</u>

Community Services includes Recreation, Culture and Family and Community Support Services. Community Services is focused on providing a landscape for citizens to live an enhanced life, whether through recreation facilities, cultural experiences or social wellness.

f) Planning and Development

Planning and Development includes Planning and Economic Development. Planning and Development represents the City's interest through the development process. Economic Development focuses on business attraction and retention.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS For the Year Ended December 31, 2015, with comparative information for 2014

18. <u>SEGMENTED DISCLOSURE (CONTINUED)</u>

g) <u>Library Services</u>

The Fort Saskatchewan Public Library provides the City's residents with Library Services. The Library is administered by a separate board of directors.

19. BUDGET DATA

The budget data presented in these Consolidated Financial Statements is based upon the 2015 operating and capital budgets approved by Council on December 9, 2014. Amortization was not contemplated during development of the budget and, as such, has not been included. The chart below reconciles the approved budget to the budget figures reported in these consolidated financial statements.

	Budget			
Revenues				
Operating Budget	\$	67,608,103		
Capital Budget		8,956,300		
Less				
Transfers from Other Funds		(4,571,240)		
Proceeds on Debt Issue		(1,200,000)		
Total Revenue		70,793,163		
Expenses				
Operating Budget		67,397,871		
Capital Budget		28,510,257		
Less				
Transfers to Other Funds		(7,397,619)		
Capital Expenditures		(28,637,257)		
Debt Principal Payments		(2,459,637)		
Total Expenses		57,413,615		
Annual Surplus	\$	13,379,548		

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS For the Year Ended December 31, 2015, with comparative information for 2014

20. <u>COMPARATIVE INFORMATION</u>

Certain 2014 comparative information has been reclassified to conform with the financial statement presentation adopted for the current year.

21. APPROVAL OF FINANCIAL STATEMENTS

These consolidated financial statements were received and approved for release by Council on April 26, 2016.





The contacts at KPMG in connection with this report are:

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At KPMG, we are **passionate** about earning your **trust**. We take deep **personal accountability**, individually and as a team, to deliver **exceptional service and value** in all our dealings with you.

At the end of the day, we measure our success from the **only perspective that matters – yours**.



Executive summary

Purpose of this report*

The purpose of this Audit Findings Report is to assist Council in the review of the results of our audit of the consolidated financial statements of the City of Fort Saskatchewan (the "City") as at and for the year ended December 31, 2015.

This Audit Findings Report builds on the Audit Plan we presented to Council on February 9, 2016.

Changes from the Audit Plan

There have been no significant changes regarding our audit from the Audit Planning Report previously presented to you.

Areas of audit focus

We discussed with you at the start of the audit a number of areas of audit focus.

These included a number of matters and the potential impact on both the financial position of the City, as well as the results of operations for the year ended December 31, 2015. These areas included:

- Recognition of revenue amounts subject to external restrictions;
- Completeness of accounts payable and accrued liabilities;
- Accuracy and valuation of contributions of tangible capital assets;
- Completeness and accuracy of environmental obligations and other contingencies;
- Potential for management override of controls.

We are satisfied that our audit work has appropriately dealt with the areas of audit focus.

Audit adjustments and differences

During our audit, we identified audit adjustments and differences which are summarized in the 'Audit adjustments and differences' section of this report and in management's representation letter included in the Appendices.

All audit adjustments and differences identified have been appropriately addressed by management.

Refer to pages 8 & 9 and Appendix 2.

Additionally, we identified other presentation matters which are not considered to be substantive and are discussed later in the report.

Refer to page 8.

* This Audit Findings Report should not be used for any other purpose or by anyone other than Council. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this Audit Findings Report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.



Executive summary (continued)

Control and other observations

We have identified certain matters in the 'Control and other matters' section of this report during the course of our audit which we bring to your attention. We are satisfied that none of these matters impact our auditors' report.

Refer to page 10.

Financial statement presentation and disclosure

The presentation and disclosure of the consolidated financial statements are, in all material respects, in accordance with the City's relevant financial reporting framework.

We worked with management to enhance certain financial statement presentation and disclosures. All significant recommendations we provided were incorporated by management in the final consolidated financial statements.

We also identified certain presentation and disclosure matters which we believe would enhance the City's consolidated financial statements in future years. These matters have

been provided to management for their consideration.

Significant account policies and practices

Significant accounting policies and practices are disclosed in Note 1 to the consolidated financial statements.

The following new significant accounting policies and practices were selected and applied during the period – Section 3260 - Liability for Contaminated Sites.

In addition, Note 1(j) to the consolidated financial statements describes future accounting standards which may impact the City's reporting in future years.

Critical accounting estimates

Overall we are satisfied with the reasonability of critical accounting estimates in the City's consolidated financial statements.

Critical accounting estimates that are subject to uncertainty have been described in the notes to the consolidated financial statements. We identified during the course of our audit, no indications of management bias in the critical accounting estimates.

Refer to page 7.



Executive summary (continued)

Finalizing the audit

As of the date of this report, we have completed the audit of the consolidated financial statements of the City, with the exception of:

- completing our discussions with Council;
- obtaining evidence of Council's approval of the consolidated financial statements; and
- obtaining a signed management representation letter.

Our independent auditors' report will be dated upon the completion of these remaining procedures (expected April 26, 2016).

We will also report separately on the following:

- Municipal Financial Information Return for the City (December 31, 2015);
- FCSS special reporting (December 31, 2015);
- LAPP reporting (December 31, 2015).

In addition, we have also been engaged by and have provided a separate independent auditors' report for the City of Fort Saskatchewan Public Library for the year ended December 31, 2015 (dated April 4, 2016).

Independence

We are independent with respect to the City within the meaning of the relevant rules and related interpretations prescribed by the professional bodies in Canada and any applicable legislation or regulation.



Areas of audit focus

Inherent risk is the susceptibility of a balance or assertion to misstatement which could be material, individually or when aggregated with other misstatements, assuming that there are no related controls.

We highlight our significant findings in respect of areas of audit focus as identified in our discussion with you in the Audit Plan.

Area of audit focus	Significant findings from the audit
Recognition of revenue amounts subject to external restrictions	 We reviewed the recognition of amounts subject to external restrictions to ensure they are recognized appropriately. We confirmed all significant government transfers, examined related agreements, and reviewed the list of active development arrangements and corresponding levies. We did not note any matters to report.
Completeness of accounts payable and accrued liabilities	 We completed a search for unrecorded liabilities (through review of unprocessed transactions and payments subsequent to year-end) and a detailed analysis of key accruals was performed. We did not identify any inconsistencies in the way that accounts payable and accrued liabilities were recorded and are satisfied that the City is recording liabilities in the appropriate period.
Accuracy and valuation of contributions of tangible capital assets	 We reviewed a number of developments that were completed by the City in the current year and noted certain inconsistencies where contributed assets were recorded in the incorrect period. Refer to 'Control and other matters' section of this report. We performed a further review of the contributed assets and did not identify audit inconsistencies with the value ascribed to the contributed assets by the developers, and the value recorded by the City.
Completeness and accuracy of environmental obligations and other contingencies	 The City has been working on developing a reasonable estimate of environmental obligations, other contingencies, and specifically environmental liabilities that would be included under the new Public Sector Accounting Standard Section 3260 – Liability for Contaminated Sites which is applicable in the current year. We are satisfied that the City has reviewed and developed procedures and systems to ensure consistent and accurate identification of liabilities, including those associated with contaminated sites which are required to be recorded upon implementation of the aforementioned accounting standard. As a result of its review, the City did not identify any additional sites requiring disclosure during the period.
Potential for management override of controls	 During the course of the audit, we performed testing over journal entries and other adjustments, performed a retrospective review of estimates and assessed the existence of any significant unusual transactions. We did not note any issues or findings in our testing.



Critical accounting estimates

Management is required to disclose information in the consolidated financial statements about the assumptions it makes about the future, and other major sources of estimation uncertainty at the end of the reporting period, that have a significant risk of resulting in a material adjustment to carrying amounts of assets and liabilities within the next financial year. Generally, these are considered to be "critical accounting estimates."

We have summarized our assessment of the subjective areas.

Critical accounting estimates

Asset / liability	Balance (\$'000s)	KPMG comment
Liability for contaminated sites	\$1,312	The City performs ongoing assessments and monitoring to support the amount of any obligations that are identified.
Useful life of tangible capital assets		The City estimates the useful life of tangible capital assets and reviews the amortization policy on a regular basis. There have been no changes to the manner in which this estimate is determined. In the current year, the tangible capital assets records were reviewed for accuracy, and no adjustments to useful lives were recorded.
Accrued liabilities	\$5,945	The City estimates accrued liabilities based on expenses and payables incurred throughout the year. There is no change in the way the City estimates accrued liabilities from the prior year.
Allowance for doubtful accounts receivable	\$nil	The City estimates allowance for doubtful accounts based on historical collections and examination of aged balances due over 90 days. There have been no changes in the manner in which this estimate is determined.
Fair value of contributed assets	\$39,498	The City typically relies on the value of the contributed asset as outlined on the Construction Completion Certificate which is provided and signed by the developer. Donated land is determined by the assessed value as derived from the tax roll number. The value of donated land under roads is calculated through digital mapping where the land area is traced by the City and the area is calculated. All other components of contributed assets are assessed fair values using the best available information.

We are satisfied that management's process for identifying critical accounting estimates is appropriate.



Audit adjustments and differences

Audit adjustments and differences identified during the audit have been categorized as corrected audit adjustments; or uncorrected audit differences. These include disclosure adjustments and differences.

Corrected audit adjustments

The management representation letter includes all adjustments identified as a result of the audit, communicated to management and subsequently corrected in the financial statements.

As at and year ended December 31, 2015 (000's) Increase (decrease)	Operations effect		Financial position effect	
Description of misstatements	Annual surplus	Financial assets	Liabilities	Non-financial assets
Cash balances used for operational purposes were originally included in	-	8,132	-	-
investment balances by Management instead of as part of cash which more appropriately reflect their nature. Accounts affected are; cash,	-	(8,000)	-	-
investments, and other trade receivables.	-	(132)	-	-
Total corrected audit adjustments	-	-	-	-

In addition, we identified certain other matters related to financial statement presentation and disclosure which were incorporated by management in the final consolidated financial statements.



Audit adjustments and differences

Audit adjustments and differences identified during the audit have been categorized as corrected audit adjustments; or uncorrected audit differences. These include disclosure adjustments and differences.

Uncorrected audit differences

The management representation letter includes the Summary of Uncorrected Audit Misstatements, which disclose the impact of all uncorrected differences considered to be other than clearly trivial.

As at and year ended December 31, 2015 (000's) Increase (decrease)	Operations effect	Financial position effect		
Description of misstatements	Annual surplus	Accumulated surplus, opening	Net financial assets	Non-financial assets
In 2015, Management identified certain contributed tangible capital assets were not recorded in the City's financial statements when the related Final Acceptance Certificate was signed (2011). As a result, the City posted an adjustment to record these tangible assets in the current fiscal year as opposed to recording in prior years as the amount was not considered to be material. At December 31, 2015, the statement of financial position of the City is correct and no uncorrected audit differences remain that will impact future years.	445	(445)	-	-
Total uncorrected audit differences	445	(445)	-	-



Control and other matters

In accordance with professional standards, we are required to disclose any control deficiencies that we determined to be significant ("significant deficiencies").

Significant deficiencies and other matters

We have highlighted below the following significant deficiencies and other matters that we would like to bring to your attention:

Matter

KPMG comment

Information to be provided by Management to Council

Clearly defining the expectations Council has with respect to information to be provided by Management and with what frequency is very important, as this information is used by Council for oversight and to ensure accountability for results. Currently, information is provided to Council in a number of forms, including through the budget process and quarterly reporting updates and variance analyses, through the annual external financial statement process and through 'ad-hoc' responses to questions raised by Council and responded to by Management.

Currently, there does not appear to be a shared understanding between Council and Management over what information is important and will aid the Council in completing its oversight responsibilities. In an environment where resources may already be spread thin, it may be worthwhile for Council and Management to work together to discuss and determine what information to report to Council, at what frequency and in what format.

Recommendation: We recommend that Management and Council reach a shared understanding of the information to be provided by Management to Council on a regular basis. This information should focus on communicating financial and operational results in a meaningful and understandable manor which could include dashboard reporting to for key performance indicators and other information as determined to be relevant by Council and Management.



Matter

KPMG comment

Financial and management reporting processes and systems As the City continues to grow, the highly manual processes and lack of system integration continue to cause challenges when it comes to accurate and timely financial reporting.

As an example, we reported in 2009 that the City adopted a new financial statement accounting framework, Canadian public sector accounting standards, for its external financial reporting. This adoption resulted in significant changes to the way certain matters were accounted for, including a requirement to capitalize and amortize Tangible Capital Assets (TCA) and changes to the way reserves and other surplus funds are reflected in the City's consolidated financial statements.

At the time of the initial adoption of the new accounting framework, the City did not restructure its underlying accounting records to directly integrate with the new financial reporting. As it specifically related to TCA, the City implemented a new TCA model to track its TCA, and developed a manual reconciliation process between its existing accounting records and the external financial statements.

Since 2009, we have continued to note instances where the lack of integration between day-to-day accounting systems and external financial reporting has resulted in reconciliation errors and required rework by City staff to ensure its financial reporting is accurate and complete. The most significant matters relate to the underlying accounting transactions for TCA and reserves, and these matters have recurred on a regular basis for the past number of years. As the City continues to grow, the highly manual process and lack of integration continue to cause challenges when it comes to accurate and timely financial reporting.

The manual nature of the City's processes requires significant ongoing analysis and monitoring to ensure the financial records are accurate and reliable. In the current year, the City has been approved to hire a dedicated accountant for the Infrastructure and Community Services Division and Council approved a new software program to help resolve these matters.

Recommendation: We recommend that the City continue to review and restructure its internal accounting records and financial reporting processes and systems to ensure it is able to provide accurate, timely and relevant financial information on an ongoing basis including both historic reporting (monthly/quarterly and annual) as well as forward looking information (such as operating and capital budgeted and related analysis).

We are pleased to note the progress the City is making to enhance its systems and processes and support Management's continued efforts in this regard.



Matter

KPMG comment

Budget processes and reporting in the City's financial statements

As we have previously reported, financial statement reporting standards require the City to present a comparison of its actual results, for the same scope of activities and on a consistent basis, for the period with those "originally planned" on its statement of operations.

We can confirm that the City has established a rigorous budget process that is executed on an annual basis. However, during our audit, we noted certain inconsistencies in the way that the City's operating and capital budgets have been prepared and presented in the City's consolidated financial statements:

- Budgeted tax requisitions related to the Alberta School Foundation Fund, Elk Island Catholic Separate Regional District, and Heartland Housing Foundation were not updated from the 2014 budgeted amounts presented and subsequently approved by Council.
- The City does not budget for certain financial statement captions, including amortization of tangible capital assets, proceeds on disposal of tangible capital assets, and contributions of tangible capital assets, which does not allow for a meaningful comparison of budgeted and actual results within the City's consolidated financial statements.
- When contributions of tangible capital assets are not budgeted for, significant differences between budgeted and actual revenue occur on the Statement of Operations. During our audit, we noted that the progress on community developments and commercial projects completed by developers are tracked. This information should allow the City to complete a reliable estimate of the tangible capital asset contributions that are expected in a given year.
- The budgeted amount for acquisition of tangible capital assets is significantly higher than the actual acquisitions for the year. Upon inquiry, it was determined that this was due to projects falling behind the planned schedule, resulting in significant budget to actual variances. When the annual capital plan is developed, the City should consider the new capital acquisitions, budgeted current-year expenditures for capital projects that span multiple fiscal years, as well as unspent capital carry-forward amounts for capital acquisitions that have fallen behind.

In addition, at the time or our audit, we noted that there are two different versions of the 2015 budget that were posted on the City's website. It is our understanding that this has been subsequently rectified by Management.

Recommendation: We continue to recommend that the City enhance its budget process to ensure that both operating and capital budgets are prepared on a basis consistent with its external financial reporting and ensure that this information is provided to and approved by Council as part of its regular budget deliberations.

In addition, the City should ensure that its capital budgets reflect the City's best estimate of planned annual expenditures and that an appropriate budget for expected contributions of tangible capital assets and annual amortization expense are developed. We encourage the City to review the components of its capital plan, including revisiting historic capital priorities, approved but delayed capital plans and the carryforward amounts that are brought into the upcoming fiscal year to ensure the City has the capacity to execute and complete the capital projects.



Matter

KPMG comment

Implementation of recurring processes relating to contaminated sites and other environmental liabilities In order to comply with the new accounting standard, *PS3260, Liability for Contaminated Sites* which is applicable for the City's financial reporting in the current fiscal year, the City performed additional reviews and assessments to support its compliance with the new accounting standard and to ensure the adjustment, if any, was accurately reflected in its year-end consolidated financial statements.

Recommendation: We recommend that the City ensure that the processes that were initiated to support the adoption of the new accounting standard and other standards regarding environmental matters form part of the City's ongoing operational practices. This could include the development of formal policies, administrative directives, identification of roles and responsibilities, and reporting timelines.

Contributed tangible capital asset recognition

As we have previously reported, the City had established an informal operating practice whereby it did not recognize any contributed tangible capital assets that had a Final Acceptance Certificate (FAC) signed after June 30 of a given year. This informal operating practice was originally established due to management concerns about the lack of reliable and readily available information from developers.

As the City was not recognizing contributed tangible capital assets for the full year (if contributed after July 1), this resulted in a potential understatement in the City's tangible capital assets balance in its statement of financial position. We further noted that the required information to record the tangible capital assets was received upon the Construction Completion Certificate ("CCC") issued by the developer and engineers. This document is issued two years before being recorded (as an FAC) by the City, and as such, this information was able to be used to record all contributed tangible capital assets in the year.

As of July 1, 2015, the City changed its informal operating practice and is now recognizing all contributed tangible capital assets in the year a Construction Completion Certificate is issued. During our audit, we noted a significant improvement in the City's processes and are satisfied that the City has appropriately recorded all contributed tangible capital assets as at December 31, 2015.

Recommendation: We recommend that management ensure that its newly adopted informal operating practice continue to be applied on a consistent basis in future years. We consider the above matter to have been appropriately addressed by Management and will remove this point from future reports.



Appendices

Appendix 1: Draft independent auditors' report

Appendix 2: Management representation letter

Appendix 3: Background and professional standards



Appendix 1: Draft independent auditors' report



KPMG LLP Chartered Accountants 10125 – 102 Street Edmonton AB T5J 3V8 Canada Telephone (780) 429-7300 Fax (780) 429-7379 Internet www.kpmg.ca

INDEPENDENT AUDITORS' REPORT

To the Council of the City of Fort Saskatchewan

We have audited the accompanying consolidated financial statements of the City of Fort Saskatchewan ("the City"), which comprise the consolidated statement of financial position as at December 31, 2015, the consolidated statements of operations and accumulated surplus, consolidated changes in net debt and consolidated cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects the consolidated financial position of the City as at December 31, 2015, and its consolidated results of operations, its consolidated changes in net debt, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

DRAFT

Chartered Accountants

April 26, 2016 Edmonton, Canada



Appendix 2: Management representation letter



KPMG LLP Commerce Place 10125-102 Street Edmonton, Alberta T5J 3V8 Canada

April 26, 2016

Ladies and Gentlemen:

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the consolidated financial statements (hereinafter referred to as "financial statements") of City of Fort Saskatchewan ("the Entity") as at and for the period ended December 31, 2015.

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

GENERAL:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated January 22, 2016, for:
 - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework
 - b) providing you with all relevant information, such as all financial records and related data and complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements, and access to such relevant information
 - c) such internal control as management determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error

d) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements

INTERNAL CONTROL OVER FINANCIAL REPORTING:

2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which management is aware.

FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
 - b) all information in relation to fraud or suspected fraud that we are aware of and that affects the Entity and involves: management, employees who have significant roles in internal control, or others, where the fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the Entity's financial statements, communicated by employees, former employees, regulators, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

For clarity, in the current year, we did not identify and disclose to you any material instances of fraud or non-compliance with laws and regulations.

SUBSEQUENT EVENTS:

4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

RELATED PARTIES:

5) We have disclosed to you the identity of the Entity's related parties and all the related party relationships and transactions / balances of which we are aware and all related party relationships and transactions / balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

ESTIMATES:

6) Measurement methods and significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:

7) The Entity is a municipality and not affected by public company rules and regulations.

We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002). We also confirm that the financial statements of the Entity will not be included in the consolidated financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

MISSTATEMENTS:

- 8) The effects of the uncorrected misstatements described in Attachment II are immaterial, both individually and in the aggregate, to the financial statements as a whole.
- 9) We approve the corrected misstatements identified by you during the audit described in Attachment II.

Yours very truly,

CITY OF FORT SASKATCHEWAN

By: Mr. Kelly Kloss, City Manager

By: Mr. Jeremy Emann, Chief Financial Officer

By: Ms. Susan Morrissey, Director, Finance

Attachment I – Definitions

MATERIALITY

Certain representations in this letter are described as being limited to matters that are material. Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both.

FRAUD & ERROR

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

RELATED PARTIES

In accordance with Canadian accounting standards for the public sector (PSAS) *related party* is defined as:

• when one party has the ability to exercise control or shared control over the other. Two or more parties are related when they are subject to common control or shared control. Related parties also include key management personnel and close family members.

In accordance with Canadian accounting standards for the public sector (PSAS) a *related party transaction* is defined as:

a transfer of economic resources or obligations between related parties, or the provision of
services by one party to a related party. These transfers are related party transactions whether or
not there is an exchange of considerations or transactions have been given accounting
recognition. The parties to the transactions are related prior to the transaction. When the
relationship arises as a result of the transaction, the transaction is not one between related
parties.

Attachment II

	Statement of I	if	1		
Description	Accumulated surplus, opening	Net financial assets	Non-financial		Annual surplus ¹
Cash balances used for operational purposes were originally included in investment balances by Management instead of as part		8,132			
of cash which more appropriately reflect their nature. Accounts affected are; cash, investments, and other trade receivables.	-	(8,000)		-	-
TOTAL CORRECTED AUDIT DIFFERENCES	\$ -	\$ -	\$ -	\$	
¹ Increase (Decrease)	*	Ψ	•		-

	Statement of F	4		
Description	Accumulated surplus, opening	Net financial assets	Non-financial assets	Annual surplus
In 2015, Management identified certain contributed tangible capital assets were not recorded in the City's financial statements when the related Final Acceptance Certificate was signed (2011). As a result, the City posted an adjustment to record these tangible assets in the current fiscal year as opposed to recording in prior years as the amount was not considered to be material. At December 31, 2015, the statement of financial position of the City is correct and no uncorrected audit differences remain that will impact future years.	(445)		-	445
TOTAL UNCORRECTED AUDIT DIFFERENCES 1 Increase (Decrease)	\$ (445)	\$ -	\$ -	\$ 445



Appendix 3: Background and professional standards

Internal control over financial reporting

As your auditors, we are required to obtain an understanding of internal control over financial reporting (ICFR) relevant to the preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on internal control. Accordingly, we do not express an opinion on the effectiveness of internal control.

Our understanding of ICFR was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies and therefore, there can be no assurance that all significant deficiencies and other control deficiencies have been identified. Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors.

The control deficiencies communicated to you are limited to those control deficiencies that we identified during the audit.

Documents containing or referring to the audited financial statements

We are required by our professional standards to read only documents containing or referring to audited financial statements and our related auditors' report that are available through to the date of our auditors' report. The objective of reading these documents through to the date of our auditors' report is to identify material inconsistencies, if any, between the audited financial statements and the other information. We also have certain responsibilities, if on reading the other information for the purpose of identifying material inconsistencies, we become aware of an apparent material misstatement of fact.

We are also required by our professional standards when the financial statements are translated into another language to consider whether each version, available through to the date of our auditors' report, contains the same information and carries the same meaning.



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CITY OF FORT SASKATCHEWAN

Pool Options for the 2017 Plebiscite

Motion:

- 1. That Council agrees the 2017 Aquatics Plebiscite be based on the splitting of aquatic amenities at Harbour Pool and the Dow Centennial Centre (Concept 2).
- 2. That Council agrees:
 - a) the option to expand aquatic services only at the Harbour Pool (Option 1) be eliminated; and
 - b) Administration is authorized to enter into an agreement with the Fort Saskatchewan Skateboarding Society to utilize the land in the vicinity of the existing Skateboard Park for future skatepark expansion.

Purpose:

To provide Council with information on the recommendations in the 2015 Recreation Facilities and Parks Master Plan Update (RFPMP) related to aquatic services and to allow Council to provide direction on 2017 Aquatics Plebiscite.

Background:

The 2015 RFPMP Update was initiated in early 2014 with the intent of clarifying the priorities and needs of the community as they related to recreation services. A significant amount of public consultation was undertaken, in addition to research, related to capital and operating costs. The Plan included recommendations on projects, community priorities, and project timing which included a three phased approach to implementation of the Plan. The RFPMP included a detailed financial impact analysis and recommendations on funding sources for the various projects.

The public engagement process included workshops, open houses, community surveys, and feedback collected from local stakeholder organizations and residents. A significant point of discussion amongst the community throughout the public engagement was centered on the need for additional aquatics within the City. The swim lesson registration process has had an ongoing issue with lesson capacity as many of the programs fill quickly and are followed with wait lists and complaints from citizens. Administration has made many positive changes with respect to the utilization of current facilities including adding additional lesson times and increasing the spaces within classes were possible. Despite those efforts, the RFPMP public engagement results were clear it is the desire of the community to enhance the capacity of aquatic programming within the community.

It was noted that the majority of respondents wanted aquatic services to be added to the Dow Centennial Centre (DCC) and of that group, most believed that utilizing the assets at the Harbour Pool while adding aquatics services to the DCC was the best way to achieve that, rather than closing the existing Harbour Pool and rebuilding that capacity in another location.

Council has approved a plebiscite to take place during the 2017 Municipal Election in order to realize efficiencies of running the plebiscite along with the election, and to boost participation in the plebiscite. As such, the earliest the design and construction process could begin at this point would be in early 2018. With a one year window for consultation and design, and a two year window for construction, the new aquatic facilities could be opened in early 2021. While it is likely that current growth levels will slow with current economic conditions, Administration still believes the community will experience population growth which will further put pressure on the capacities

of City aquatic programs. This shows the importance of continuing to revitalize and invest in the current Harbour Pool facility as it will continue to be an important asset for the community for several years into the future.

The decision related to aquatics expansion is also linked to the planned skatepark expansion as the Fort Saskatchewan Skateboarding Society has expressed a desire to expand the current skatepark facilities. Council cannot grant permission to undertake that work until it is known if the Harbour Pool will be expanded, which is known as Concept 1 in the options presented below. Concept 2 involves keeping the Habour Pool operational while adding new aquatic services at the DCC, while Option 3 involves closing or repurposing the Harbour Pool and building an expanded aquatics facility at the DCC.

Administration is recommending that Council approve Concept 2. This will allow for planning the plebiscite question and a public communication program. In addition, choosing Concept 2 will allow Council to grant permission for the Fort Saskatchewan Skateboarding Society to utilize the land surrounding the existing skatepark for a future expansion. Council has currently approved approximately half the funding required for the skatepark expansion, but there is currently no location designated for the project.

Should Council wish for more time to choose between Concept 2 and Concept 3, then Administration recommends eliminating Concept 1, which will allow for the skatepark expansion to proceed while Council further considers its preference for the plebiscite question.

Prior to the 2017 election, Council must approve the exact wording for the plebiscite question.

Technical and Financial Analysis

The approximate 2016 capital cost of each of the three options being considered is roughly \$35 M for capital construction with operational costs of \$2.9 M (inclusive of current aquatic services offered and any new services added).

Current Harbour Pool

current annual revenue of \$400,000 annual average operating cost \$1.7 M annual average net cost to City \$1.3 M with current maintenance schedule, the projected lifespan is at least 25 years

Concept 1: Expansion and Modernization of Harbour Pool (66,424 sq. ft. total space)

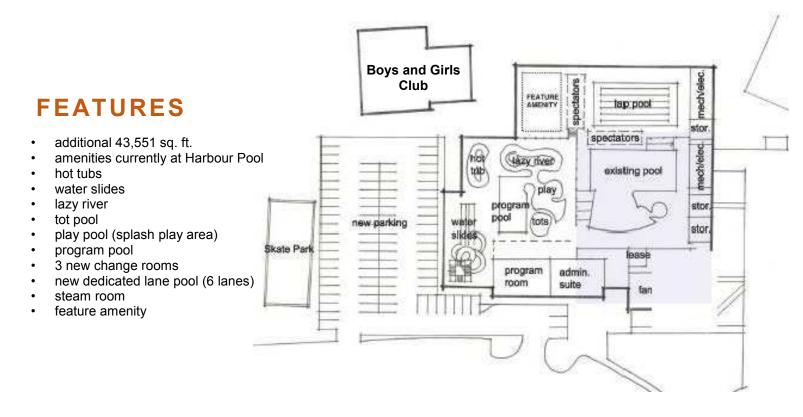
Harbour Pool (22,873 sq. ft.) revenue \$400,000 operating cost \$1.7 M net cost to City \$1.3 M

Expansion (43,551 sq. ft.)
projected increase revenue \$600,000
projected increase operating cost \$2.2 M
projected increase net cost to City \$1.6 M

Pool Options for 2017 Plebiscite April 26, 2016 regular Council Meeting Page 3

Total Aquatics Space (66,424 sq. ft.) revenue \$1 M operating cost \$3.9 M net cost to City \$2.9 M

- The result is a building three times the size of the current Harbour Pool (22,873 sq. ft.).
- All aquatic amenities located on one site.
- Disruption of aquatics deemed major as there will be no use of current pool for 1-2 years.
- Will increase parking and traffic at the Harbour Pool site.
- Increase spontaneous use available at Harbour Pool.
- Minor operational efficiencies due to all amenities on one site.



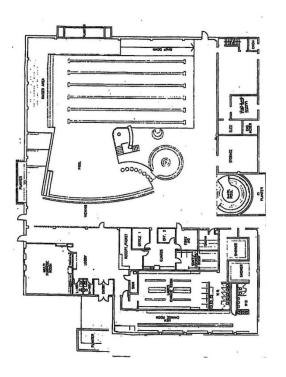
Concept 2: Aquatic sites at both the Dow Centennial Centre and Harbour Pool (66,424 sq. ft.)

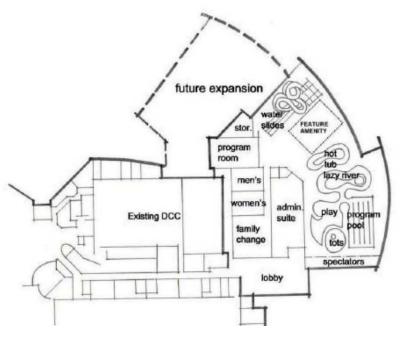
Harbour Pool revenue \$400,000 operating cost \$1.7 M net cost to City \$1.3 M

New DCC Pool capital cost \$27 M projected increase revenue \$600,000 projected increase operating cost \$2.2 M projected increase net cost to City \$1.6 M Pool Options for 2017 Plebiscite April 26, 2016 regular Council Meeting Page 4

Total Aquatics Space (66,424 sq. ft.) revenue \$1 M operating cost \$3.9 M net cost to City \$2.9 M

- New aquatic centre at DCC will be approximately double the size of current Harbour Pool with land for future expansion.
- This concept is to be implemented over 2 phases:
 - 1) New aquatics at the DCC at a cost of \$27 M (\$29 M in 2017). Universal Change Room at Harbour Pool at a cost of \$1 M.
 - 2) Harbour Pool modernization to begin in 2024 at a cost of \$10 M.
- Includes expansion of fitness centre at DCC.
- During RFPMP Update public engagement sessions, the majority of respondents were in favour of this option.
- Harbour Pool will be able to increase lesson and program availability.
- New aquatic centre at DCC will offer spontaneous use for residents.
- Minimal disruption to aquatic services at Harbour Pool during construction.
- Reduced parking and traffic impacts by having two locations.





FEATURES

Renovations at Harbour Pool

- upgrades (interior aesthetics)
- building code deficiencies
- amenities currently at Harbour Pool
- Universal Change Room

New DCC Pool

- additional 43,551 sq. ft.
- hot tubs
- water slides
- lazy river
- tot pool
- play pool (splash play area)
- program / lane pool with adjustable floor
- three new change rooms
- land for future expansion
- feature amenity

Concept 3: All aquatic amenities at Dow Centennial Centre and close or repurpose Harbour Pool (48,997 sq. ft.)

DCC site only

projected revenue \$765,000 projected operating cost \$3 M projected net cost to City \$2.2 M

Harbour Pool Closure

projected cost to demolish Harbour Pool range \$150,000 – \$300,000 projected cost to repurpose Harbour Pool range \$3 M - \$5 M (depending on design, code, hazardous materials)

Total Aquatics Space (48,997 sq. ft.) cost of pool \$30 M cost of repurposing \$5 M total cost \$35 M

- Harbour Pool will be closed permanently and potentially repurposed.
- Concept 3 pool area will be 25% smaller than all other concepts (by approx. 17,500 sq. ft.).
- This concept is smaller than the others in order to stay within the \$35 M dollar budget
- All aquatic amenities are located on one site.
- Harbour Pool remains open until new DCC aquatic centre is complete.

 Due to the loss of Harbour Pool in Concept 3, it may be challenging to service the needs of a growing community. Capacity issues may return soon.

FEATURES feature amenity Harbour Pool closed and repurposed **New DCC Pool** program hot tubs room water slides azy rivermen's lazy river tot pool women's play pool (splash play area) admin. Existing DCC program program pool with adjustable floor suite pool 3 change rooms family tots change dedicated lane pool (10 lanes) steam room spectators feature amenity lobby

Pool Options for 2017 Plebiscite April 26, 2016 regular Council Meeting Page 6

Plans/Standards/Legislation:

The 2015 Recreation Facilities and Parks Master Plan Update is referenced for this presentation.

Recommendation:

- 1. That Council agrees the 2017 Aquatics Plebiscite be based on the splitting of aquatic amenities at Harbour Pool and the Dow Centennial Centre (Concept 2).
- 2. That Council agrees:
 - a) the option to expand aquatic services only at the Harbour Pool (Option 1) be eliminated; and
 - b) Administration is authorized to enter into an agreement with the Fort Saskatchewan Skateboarding Society to utilize the land in the vicinity of the existing Skateboard Park for future skatepark expansion.

File No.:			
Prepared by:	Barb Shuman Director, Recreation Services	Date:	April 20, 2016
Approved by:	Troy Fleming General Manager, Infrastructure & Community Services	Date:	April 21, 2016
Reviewed by:	Kelly Kloss City Manager	Date:	April 21, 2016
Submitted to:	City Council	Date:	April 26, 2016

CITY OF FORT SASKATCHEWAN

2016 Property Tax Bylaw

Motions:

- 1. That Council amend the 2016 budget by allocating \$1,597,306 of additional growth assessment revenue to the Financial Sustainability Reserve.
- 2. That Council give first reading to Bylaw C8-16, providing for the collection of 2016 property taxes.
- 3. That Council give second reading to Bylaw C8-16, providing for the collection of 2016 property taxes.
- 4. That Council provide unanimous consent to proceed with third and final reading to Bylaw C8-16, providing for the collection of 2016 property taxes.
- 5. That Council give third reading to Bylaw C8-16, providing for the collection of 2016 property taxes.

Purpose:

To establish the 2016 property tax rates to raise revenue to be used toward the payment of budgeted municipal expenditures, the provincial education tax requisitions, and Heartland Housing Foundation seniors' accommodation.

Readings:

Bylaw C8-16 can be given three readings. Three readings are required by April 26, 2016, in order to meet production deadlines and mail tax notices.

Background:

On December 8, 2015 Council adopted the 2016 Budget resulting for municipal purposes within Fort Saskatchewan.

In addition to collecting property taxes for municipal purposes, the City is also required to collect property taxes for the Province's education tax and Heartland Housing Foundation. The total amount the City collects for these organizations is:

- 1) Heartland Housing Foundation requisition of \$326,741 to provide for a portion of their 2016 operating requirements. This is collected equally across residential and non-residential properties.
- 2) Province of Alberta requisition of \$12,314,178 for the 2016 public and separate education taxes. Of the \$12,314,178:
 - a) \$8,347,983 (67.8%) is collected from residential properties, and
 - b) \$3,966,195 (32.2%) is collected from non-residential properties

The Province determines how the education requisition is split between residential and non-residential properties.

Property Tax Levy Increase:

The following charts summarizes the increases for Municipal, Education and Heartland Housing in dollar value and percentage from 2015 to 2016. The chart also displays the combined tax increase to each property class.

Residential

	_	2016 sessment \$400,000	_	2015 ssessment \$400,000	Dol	lar Change	Percent Change
Municipal Tax Levy	\$	1,998.64	\$	1,961.02	\$	37.62	1.92%
Education Tax Levy	\$	949.88	\$	917.80	\$	32.08	3.50%
Heartland Housing							
Foundation Tax Levy	\$	21.37	\$	19.86	\$	1.51	7.60%

Combined Tax Impact	\$	2,969.89	\$	2,898.68	\$	71.21	2.46%
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Non-Residential

	_	2016 sessment \$1,000,000	_	2015 sessment \$1,000,000	Dollar Change		Percent Change
Municipal Tax Levy	\$	9,867.28	\$	9,605.66	\$	261.62	2.72%
Education Tax Levy	\$	3,364.70	\$	3,470.00	\$	(105.30)	(3.03%)
Heartland Housing							
Foundation Tax Levy	\$	53.43	\$	49.64	\$	3.79	7.63%

Combined Tax Impact	\$ 13.285.41	\$ 13.125.30	160.11	1.22%
	T	T		

As outlined in the charts residential properties will see their overall property tax bill increase by 2.46% with non-residential increasing by 1.22% based on the combined examples provided.

Additional Growth Assessment Revenue

The 2016 Budget included estimated growth revenue of \$1,715,576. This revenue was an estimate as the final property assessment values for 2016 are not known until March. As there are many variables when it comes to these values, a conservative estimate is used for the budget and then adjusted at the time of the Property Tax Bylaw approval.

With the property assessment values finalized, the City will realize \$1,597,306 in new ongoing growth property tax revenue in addition to what was budgeted in the 2016 budget. As in previous years it is recommended the revenue collected for 2016 be moved to the Financial Stabilization Reserve and then considered as part of the 2017 Budget Deliberations. Background on the rationale for this recommendation follows.

Assessment growth is basically the value of new construction which provides additional tax revenue. As there are costs associated with new growth the additional revenue helps to offset those costs. Prior to 2013 the revenue from the additional growth was used to reduce the overall tax increase and not specifically applied to growth. The result was in 2012 the City faced a 15% residential tax increase to maintain service levels.

As a mitigation strategy, the 15% increase was spread over three budget years. However, no provision was made to address growth pressures for those three years. For this reason in 2013 any additional assessment revenue was deferred to budget deliberations so Council could mitigate growth costs.

The practice of allocating the additional growth money to the following year's budget deliberations has:

- a) Helped with the City's financial position,
- b) More closely linked growth revenue to growth costs,
- c) Allowed money to be set aside to fund future operating costs of new projects, and
- d) Assisted in leveling future years' tax increases.

Although the City has experienced considerable growth in its industrial base over the past few years, early projections indicate a significant reduction in new construction projects extending beyond 2016. This reduction would impact the amount of future growth related revenue. Deferring the allocation of the additional \$1,597,306 to the 2017 Budget Deliberation provides Council more options should the reduction in growth revenue be realized.

Alternative:

Council could allocate a portion of the additional growth revenue to the 2016 budget to reduce the property tax increase.

Recommendations:

- 1. That Council allocate \$1,597,306 in real growth assessment revenue to the Financial Sustainability Reserve in the 2016 Budget.
- 2. That Council give three readings to Bylaw C8-16, which provides for the collection of 2016 property taxes.

Q & A

Additional information regarding the Property Tax Bylaw is included in the attached 2016 Property Tax Bylaw – Questions and Answers.

Bylaw #C8-16 - 2016 Property Tax Bylaw April 26, 2016 regular Council Meeting Page 4

Attachments:

- 1. Bylaw C8-16 2016 Property Tax Bylaw
- 2. 2016 Property Tax Bylaw Questions and Answers

File No.:

Prepared by: Shannon Andruchow Date: April 20, 2016

Senior Accountant

Reviewed by: Jeremy Emann Chief Financial Officer Date: April 20, 2016

Reviewed by: Date: April 20, 2016 Kelly Kloss

City Manager

City Council Date: April 26, 2016 Submitted to:



CITY OF FORT SASKATCHEWAN

PROPERTY TAX BYLAW C8-16

A BYLAW OF THE CITY OF FORT SASKATCHEWAN IN THE PROVINCE OF ALBERTA TO AUTHORIZE SEVERAL RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY FOR THE 2016 TAXATION YEAR

WHEREAS the City of Fort Saskatchewan has prepared and adopted detailed estimates of the municipal revenues and expenditures as required at the Council meeting held on December 8, 2015; and

WHEREAS it is estimated that the tax levy for municipal requirements for the City of Fort Saskatchewan for the year of 2016 totals \$43,219,588; and

WHEREAS the amounts required with respect to requisitions are:

Heartland Housing Foundation Requisition	\$ 326,741
Education Property Tax Requisition	
Alberta School Foundation Fund	
Residential / Farmland	\$ 7,275,750
Non-residential	\$ 3,534,328
	\$ 10,810,078
Elk Island CSRD #41	
Residential / Farmland	\$ 1,072,233
Non-residential	\$ 431,867
	\$ 1,504,100

and,

WHEREAS the Council of the City of Fort Saskatchewan is required each year to levy taxes on the assessed value of all property, including any supplementary assessment, at tax rates sufficient to meet the estimated expenditures and requisitions; and

WHEREAS the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property subject to the *Municipal Government Act*, RSA 2000, M-26; and

WHEREAS the total taxable assessment of land, buildings and improvements for the City of Fort Saskatchewan is \$6,115,436,170.

NOW THEREFORE the Council of the City of Fort Saskatchewan, duly assembled, enacts as follows:

The City Manager is hereby authorized to levy the following rates of taxation against the
assessed value of all property shown on the assessment roll for the City of Fort Saskatchewan
and against the assessed value of property for which a supplementary assessment has been
prepared.

	Assessment	Tax Rate	Tax Levy		
Heartland Housing Foundation Requisition	6,115,436,170	0.05343	\$	326,741	
Education Property Tax Requisition					
Alberta School Foundation Fund					
Residential / Farmland	3,063,860,593	2.37470	\$	7,275,750	
Non-residential	1,050,414,130 4,114,274,723	3.36470	<u>\$</u> \$	3,534,328 10,810,078	
Elk Island CSRD #41	451 502 767	2 27470	¢	1 072 222	
Residential / Farmland Non-residential	451,523,767	2.37470 3.36470	\$ •	1,072,233	
Non-residential	128,352,260 579,876,027	3.30470	\$ \$	431,867 1,504,100	
Total Education Property Tax	4,694,150,750		\$	12,314,178	
. ,				,	
Municipal Property Tax					
Residential / Farmland	3,515,545,360	4.79483	\$	16,856,442	
Non-residential	1,278,838,220	9.66552	\$	12,360,636	
Machinery and Equipment	1,321,052,590	9.66552	\$	12,768,660	
Dow Centennial Centre	6,115,436,170	0.20176	<u>\$</u>	1,233,850 43,219,588	
This Bylaw shall become effective upon to	third and final reading	j.			
				0040	
READ a first time this	day of			, 2016.	
READ a second time this	day of			, 2016.	
READ a third time and finally passed this	day of			, 2016.	
	MAYOR	<u> </u>			
	DIRECT	OR, LEGISLA	ATIVE	SERVICES	
	Date Si	igned			

2016 Property Tax Bylaw

Questions and Answers





How does the Property Tax Bylaw relate to the annual budget?

Each year, the City reviews how much money it needs to pay for municipal programs and services that are necessary to meet the needs of Fort Saskatchewan residents.

This budget process allows City Council to identify where the money is needed most and helps determine the budget to meet those needs. As part of this process, the City considers where the money to cover municipal programs and services comes from. One of the revenue sources for any municipality in Canada is property taxes.

To ensure that all Fort Saskatchewan property owners pay their fair share of property taxes, the City follows the guidelines established by the provincial government and uses a property assessment process. The Property Tax Bylaw provides the authority for the City to collect the taxes.

Why is the Bylaw being approved now?

Approval is really a timing thing. The Bylaw cannot be passed until all the information is in. Although the City budget was approved in December the final property assessment values to determine each property's tax bill is not known until March following budget approval. Also the Province tells us in early April how much money the City has to collect for them for education taxes. As a result the Property Tax Bylaw cannot be approved until the end of April.

What makes up my property taxes?

Your property tax bill consists of three major elements:

- 1. Municipal Taxes help pay services like police and fire protection, parks, roads, and recreation service
- 2. Education Taxes go to the Government of Alberta to fund education
- 3. Seniors' Housing Taxes go to the Heartland Housing Foundation to fund certain types of seniors' housing in Fort Saskatchewan

The City is required to collect the school and seniors' housing taxes on each organization's behalf.

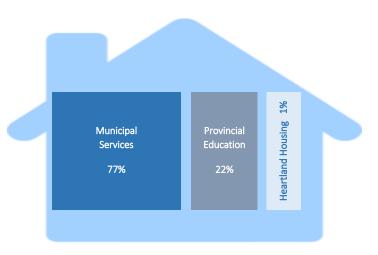


How are taxes calculated?

Each year, City Council determines the municipal budget needed to provide services to residents and businesses. This includes fire and police service; snow removal; community and social services; road construction and maintenance; bylaw enforcement; park maintenance; recreation; and library.

The City's primary source of revenue is property taxes. However, it also receive revenues from other areas such as government grants and user fees.

The following diagram shows the portion of your taxes that go towards City services, the provincial education tax, and seniors' housing.



What is the Heartland Housing Foundation?

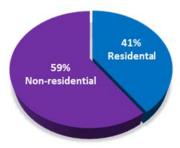
The Heartland Housing Foundation provides services to low and modest income seniors, individuals and families.

Within Fort Saskatchewan, Heartland Housing Foundation operates and manages one seniors' apartment complex, self-contained seniors' apartment complexes and administrates a number of rent-geared-to-income seniors' facilities.



Where do my municipal taxes come from?

For the municipal portion of property taxes the City collects \$43.2 million from residential (\$17.6 million) and non-residential (\$25.6 million) properties within Fort Saskatchewan. The following chart shows the percentage each property category pays.



How are my municipal taxes spent?

Funding provided by municipal property taxes supports a variety of programs and services. The following chart shows how every municipal dollar collected is allocated.





What is an assessment?

In basic terms, your assessment is the estimated price your property may have sold for on the open market by a willing seller to a willing buyer, as of July 1 of the previous year.

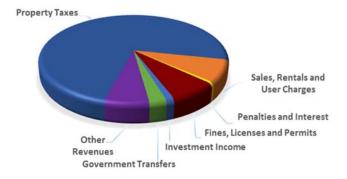
What is the relationship between my assessment and my property taxes?

The City uses the assessed value of your property to calculate the amount of provincial education and municipal property taxes you pay in proportion to the value of the real estate you own.

The change in your property assessment compared to the overall change for all property in your assessment class determines whether you will pay more, less, or the same as the average property tax increase. If your tax bill is either higher or lower than last year, it may be due in part to a change in your property's assessed market value being higher or lower than the average change in property values City wide.

What other sources of revenue does the City have besides taxes?

The City receives funding from a variety of sources, as shown in the following chart.





What change can I expect to see in my taxes?

The following two charts illustrate the estimated change in taxes payable for an average home and a non-residential property in Fort Saskatchewan between 2015 and 2016 if your assessment did not change.

Residential

	2016 sessment \$400,000	2015 sessment \$400,000	Dollar Change		Percent Change
Municipal Tax Levy	\$ 1,998.64	\$ 1,961.02	\$	37.62	1.92%
Education Tax Levy	\$ 949.88	\$ 917.80	\$	32.08	3.50%
Heartland Housing					
Foundation Tax Levy	\$ 21.37	\$ 19.86	\$	1.51	7.60%

Combined Tax Impact	\$	2,969.89	\$	2,898.68	\$	71.21	2.46%
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Non-Residential

	_	2016 ssessment \$1,000,000	_	2015 ssessment \$1,000,000	Dollar Change		Percent Change
Municipal Tax Levy	\$	9,867.28	\$	9,605.66	\$	261.62	2.72%
Education Tax Levy	\$	3,364.70	\$	3,470.00	\$	(105.30)	(3.03%)
Heartland Housing							
Foundation Tax Levy	\$	53.43	\$	49.64	\$	3.79	7.63%

Combined Tax Impact \$ 13,285.41 \$ 3	13,125.30 160.11 1.22%
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The change in your property assessment compared to the overall change for all property in your assessment class determines whether you will pay more, less, or the same as the average property tax increase.

Also, the percentage increase approved by Council only relates to municipal taxes. Your tax notice also includes requests related to the Provincial Education tax and Heartland Housing Foundation, which may also have increased over the previous year.



When are taxes due?

Property taxes are due on or before June 30.

How can I pay my taxes?

The City of Fort Saskatchewan offers a number of convenient options for you to pay your Property taxes:

- Sign up for the monthly Fort Electronic Payment Plan (FEPP). The plan divides your annual property taxes into 12 equal monthly payments which are automatically withdrawn from your chequing account on the 15th of each month. Applications are accepted until May 1 of the year that taxes are due and payable. Your tax account must be paid up to date (e.g. if joining in May, taxes for January to April of the current year must be paid plus any arrears owing), and a specimen cheque marked "VOID" must be attached to the application.
- **Telephone** or **internet banking** through your financial institution (your seven digit roll number is your account number).
- At most **chartered banks**, **credit unions** and other financial institutions (Allow 7 days to process payment).
- **Mail your cheque** (payable to City of Fort Saskatchewan) and enclose the remittance portion of the tax notice.
- After hours payment can be deposited in the "mail deposit" located at the main entrance to City Hall (please enclose the remittance portion of the tax notice).
- In person at the following City Facilities:
 - City Hall (10005 102 St) between 8 am and 4:30 pm, Monday through Friday by cash, cheque or debit card.
 - o **Dow Centennial Centre** 8700 84 St
 - o Harbour Pool 10001 94 Ave
 - o James E Graham Building 11121 88 Ave

Note: Please bring the remittance portion of your tax notice and also check with your financial institution to ensure your single transaction limit is sufficient for debit card.

*Please note, credit cards or credit card cheques are not accepted for tax payments.



Does Alberta have a tax deferral program for seniors?

The Government of Alberta's **Seniors Property Tax Deferral Program** allows qualifying seniors to defer their property tax payment through a low-interest home equity loan with Alberta Seniors. Under this program, the Alberta government will pay your residential property taxes directly to the City on your behalf. You re-pay the loan, with interest, when you sell the home, or sooner if you wish.

To be eligible, a senior homeowner must:

- be 65 years of age or older;
- be an Alberta resident;
- own a residential property in Alberta; and
- have a minimum of 25% home equity.

For more information on this program, visit http://www.seniors.alberta.ca/seniors/property-tax-deferral.html or call the Alberta Supports Contact line at 1-877-644-9992 (780-644-9992 in Edmonton).

What if I have other questions about my property taxes or assessment?

Questions can be directed to the Financial Services Department by phone 780-992-6228 or email: finance@fortsask.ca.

