

CITY OF LEDUC
COUNCIL MEETING REVISED AGENDA



Monday, October 28, 2019, 7:00 P.M.
Council Chambers, Leduc Civic Centre
1 Alexandra Park, Leduc, Alberta

Pages

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ITEMS FOR DISCUSSION AND RELATED BUSINESS
 - 3.1 Select Items for Debate
 - 3.2 Vote on Items not Selected for Debate
4. ADOPTION OF PREVIOUS MINUTES
 - 4.1 Approval of Minutes of the Council Meeting held October 7, 2019 4 - 11
5. RECOGNITION ITEMS
6. PUBLIC COMMENTARY
7. PUBLIC HEARING
8. PRESENTATIONS
9. BUSINESS
 - 9.1 Council IT Support Update - Chamber Technology Requirements for October 28, 2019 12 - 43

TIME SPECIFIC 7:00 PM

(J. Graham)
 - 9.2 2020 Public Budget Deliberations

NOTE: The 2020 Public Budget Document can be viewed on the City of Leduc website at <https://www.leduc.ca/>.

9.2.1 Operating / Capital Budget, Community and Protective Services 44 - 67

TIME SPECIFIC 7:15 PM - 8:15 PM

(D. Melvie)

NOTE: Presentation is now attached to revised agenda.

9.2.2 Public Budget Commentary

TIME SPECIFIC 8:15 PM

9.3 2019 Tax Shift Feedback Update for October 28, 2019 68 - 70

(J. Cannon / G. Damo)

9.4 Sport Tourism: 2019 Home Hardware Canada Cup and Curling Canada Club Championships 71 - 73

(J. Guthrie)

9.5 2019 to 2020 Council, Committee-of-the-Whole and Strategic Planning Committee Meeting Schedule 74 - 76

(S. Davis)

9.6 Council Appointments for November 2019 to October 2020 77 - 79

(S. Davis)

10. BYLAWS

10.1 Bylaw No. 1033-2019 - Amendment to Bylaw No. 557-2004 – Train Whistling Bylaw (2nd & 3rd Readings) 80 - 85

(S. Olson)

10.2 Bylaw No. 1034-2019 - Amendment to Bylaw No. 846-2014 - Speed Bylaw (2nd & 3rd Readings) 86 - 96

(K. van Steenoven)

11. PUBLIC COMMENTARY

12. CLOSED SESSION

13. RISE AND REPORT FROM CLOSED SESSION

14. INFORMATION REPORTS

14.1 Mayor's Report 97

15. ADJOURNMENT



**MINUTES OF THE CITY OF LEDUC
COUNCIL MEETING**

Monday, October 7, 2019

Present: Mayor B. Young, Councillor B. Beckett, Councillor G. Finstad,
Councillor B. Hamilton, Councillor L. Hansen, Councillor T. Lazowski,
Councillor L. Tillack

Also Present: P. Benedetto, City Manager, S. Davis, City Clerk

1. CALL TO ORDER

Mayor B. Young called the meeting to order at 7:07 pm.

2. ADOPTION OF AGENDA

MOVED by Councillor G. Finstad

That the agenda be adopted as presented.

Motion Carried Unanimously

3. ITEMS FOR DISCUSSION AND RELATED BUSINESS

3.1 Select Items for Debate

The following items were selected for debate:

9. BUSINESS

9.1 Grants to Organizations

9.2 2020 Public Budget Deliberations

10. BYLAWS

10.1 Bylaw No. 1015-2018 - Energy Efficiency Project Debenture Bylaw (2nd & 3rd Readings)

3.2 Vote on Items not Selected for Debate

Votes recorded under item headings.

4. ADOPTION OF PREVIOUS MINUTES

4.1 Approval of Minutes of the Council Meeting held September 23, 2019

MOVED by Councillor T. Lazowski

That the minutes of the Council Meeting held September 23, 2019, be approved as presented.

Motion Carried Unanimously

5. RECOGNITION ITEMS

There were no Recognition Items for the agenda.

6. PUBLIC COMMENTARY

There was no Public Commentary.

7. PUBLIC HEARING

There were no Public Hearings for the agenda.

8. PRESENTATIONS

There were no Presentations for the agenda.

9. BUSINESS

9.1 Grants to Organizations

J. Cannon, Director, Finance, outlined some of the amendments made to the Budget Binder relative to Grants to Organizations.

J. Kamlah, Director, Recreation and Community Development, and J. Cole, Chair, Leduc Parks, Recreation and Culture Advisory Board made a PowerPoint presentation (Attached to Agenda). The presentation outlined:

- Previously approved grants
- 2020 new funding requests and recommendations
- Total funding requests for 2020, 2021 and 2022

Councillor L. Hansen, J. Cole, J. Kamlah, J. Cannon and Mayor B. Young answered Council's questions.

9.2 2020 Public Budget Deliberations

9.2.1 Mayor's Welcoming Remarks

Mayor B. Young provided opening remarks prior to the 2020 Budget Deliberations.

9.2.2 City Manager's Introduction

9.2.2 and 9.2.3 have a combined presentation. Minutes have been recorded under 9.2.3.

9.2.3 Financial Overview

P. Benedetto, City Manager, made opening remarks and congratulated the Budget Team for winning the Government Finance Officers' Association Distinguished Budget Presentation Award.

P. Benedetto, J. Cannon, Director, Finance, and I. Sasyniuk, General Manager, Corporate Services, made a PowerPoint presentation (Attached to Agenda), which included:

- Council's request for early engagement into the budget process;
- Micro/Macro Fiscal Environment;
- Balancing today's needs with an understanding of future requirements;
- Remaining competitive within the region with a focus on long-term;
- Provincial funding (\$7.5M);
- Airport Tax Share (\$3.5M);
- Balancing Social and Fiscal Philosophy;
- 2020 Budget Survey;
- Economic Development - Increased Regional and Global Focus;
- What does the 2020 Budget provide?:
 - alignment with Council's Strategic Goals
 - high value proposition
 - competitive and affordable user fee rates
 - low-non-res taxes
 - large selection of services offered
 - wide variety of businesses
 - maintaining City's infrastructure
 - reduce surplus to lower tax requirement

- Proposed multi-year rate;
- 2020 operational revenue (\$104M);
- 2020 operational expenses (\$90M);
- Financial drivers:
 - population growth
 - residential growth - actual and projected
 - non-residential growth - actual and projected
 - non-residential vacancy rates - Industrial Park
 - permit revenue - sustainable and non-sustainable
 - Capital Region - CPI
- Future growth and contributed assets;
- Other capital considerations - contributed assets;
- Council direction - March 18, 2019:
 - continue to look for new revenue opportunities
 - reduce operational expenses
 - re-prioritize capital
- Responding to Council's direction to reduce surplus;
- How did we get from 4.34% to 1.73%?;
- Lean budgeting - "Departmental Lean Budgeting Risk Mitigation Fund";
- 10 year capital budget;
- 2020 Capital Project by Funding Source;
- Debt - 0% based on tax requirement;
- Proposed multi-year rate;
- Retaining a high quality of life.

J. Cannon, P. Benedetto, Mayor B. Young and I. Sasyniuk answered Council's questions.

Council recessed at 8:49 pm.

Council reconvened at 8:59 pm.

9.2.4 Operating / Capital Budget, Corporate Services

P. Benedetto, City Manager, presented the Office of the City Manager 2020 - 2022 Budget, which included:

- A collaborative community-building and regional partner;
- Airport Tax Share Agreement;

I. Sasyniuk, General Manager, Corporate Services, and J. Cannon, Director, Finance, presented the 2020-2022 Budget for Corporate Services, which included:

- Enhanced informed decision making and transparency;
- Focus on enhancing corporate culture;
- Work management and asset management;
- Finance/HR Software Project - Multi-Staged Approach;
 - revised proposed budget
- Community reporting;
- In progress:
 - data governance and management strategy
 - cloud services strategy
 - business application assessment
 - technology infrastructure assessment
- 2019 efficiencies and 2020 initiatives;
- Delivering effectiveness and efficiencies;
- Donation or cost recovery of retired computer equipment;
- Capital plan highlights for Corporate Services.

I. Sasyniuk, C. Post, Manager, Enterprise Systems and Analytics, J. Cannon and J. Graham, Chief Information Officer, answered Council's questions.

MOVED by Councillor L. Hansen

That Council move into Closed Session at 9:54 pm pursuant to s. 24 of FOIP.

Motion Carried Unanimously

MOVED by Councillor G. Finstad

That Council move in to Open Session at 10:10 pm.

Motion Carried Unanimously

I. Sasyniuk and P. Benedetto answered Council's questions.

9.2.5 Budget Public Commentary

T. Flynn, a resident of Leduc, commented that youth are taking the transit system into Edmonton for both work and play, and Leduc would benefit from the development of more "play" opportunities.

T. Flynn also commented on the fact that there are no casinos in Leduc. As a result, community groups have to wait 4 years to have the opportunity to work one in the City of Edmonton, which makes fundraising more difficult.

9.2.6 Flagged Items

Items Flagged at the October 7, 2019, Council meeting:

1. Funding for Special Olympics - Operating
2. Funding for Leduc Riggers Junior Hockey - Operating
3. Asset Management - Fire - Capital
4. Finance/Human Resources Software Project - Capital

10. BYLAWS

10.1 Bylaw No. 1015-2018 - Energy Efficiency Project Debenture Bylaw (2nd & 3rd Readings)

Administration recommends that Bylaw No. 1015-2018 receive second and third readings.

MOVED by Councillor L. Hansen

That Council give Bylaw No. 1015-2018, being a bylaw authorizing a borrowing to finance an energy efficiency improvement initiative, second reading.

Motion Carried Unanimously

MOVED by Councillor G. Finstad

That Council give Bylaw No. 1015-2018 third reading.

Motion Carried Unanimously

MOVED by Councillor B. Beckett

That Council accept the \$604,595 from the Municipal Climate Change Action Centre rebate as revenue for Project 086.372- Leduc Recreation Centre energy efficiency project.

Motion Carried Unanimously

10.2 Bylaw No. 1033-2019 - Amendment to Bylaw No. 557-2004 – Train Whistling Bylaw (1st Reading)

Administration recommends that Bylaw No. 1033-2019 receive first reading.

MOVED by Councillor T. Lazowski

That Council give Bylaw No. 1033-2019 first reading.

Motion Carried Unanimously

10.3 Bylaw No. 1034-2019 - Amendment to Bylaw No. 846-2014 - Speed Bylaw (1st Reading)

Administration recommends that Bylaw No. 1034-2019 receive first reading.

MOVED by Councillor T. Lazowski

That Council give Bylaw No. 1034-2019 first reading.

Motion Carried Unanimously

11. PUBLIC COMMENTARY

There was no public commentary.

12. CLOSED SESSION

There were no Closed Session items for the agenda.

13. RISE AND REPORT FROM CLOSED SESSION

14. UPDATES FROM BOARDS & COMMITTEES

14.1 Council Member Updates from Boards & Committees

There were no updates.

14.2 Council Member Updates from Commissions, Authorities, Other

There were no updates.

15. INFORMATION REPORTS

15.1 Mayor's Report

There was no discussion.

15.2 Building Inspector's Report

There was no discussion.

15.3 Newly Issued Business Licences

There was no discussion.

16. ADJOURNMENT

The Council meeting adjourned at 10:12 pm.

B. YOUNG, Mayor

S. DAVIS, City Clerk



COMMITTEE-OF-THE-WHOLE

MEETING DATE: October 21, 2019

SUBMITTED BY: J. Graham, CIO

PREPARED BY: J. Graham, CIO

REPORT TITLE: Council IT Support Update: Chamber Technology Requirements

EXECUTIVE SUMMARY

Two business drivers identified the need to address technology deficits in the City of Leduc Council Chambers. Firstly, the "Information Technology Services and Support Model for Leduc City Council" report dated September 18, 2018 identified issues with the audio and visual systems within Council Chambers. Secondly, the implementation of the eScribe Meeting Management system will provide functionality that requires updated technology in Chambers in order to deliver the expected benefits to Council, the public and administration.

Corporate Information and Technology (CIT) staff have been meeting with the Mayor and members of Council as well as key stakeholders in Administration to understand the chamber technology needs of each group.

CIT has engaged Comtec Associates Ltd (Comtec), to assist CIT staff in understanding and identifying the audio-visual options that will meet these business objectives and requirements. These options will be reviewed by Mayor, Council and Administration before Mayor and Council select the option that will be implemented.

Once an option is selected, CIT will collaborate with Facility and Property Services to determine the physical renovation requirements and develop a complete implementation schedule.

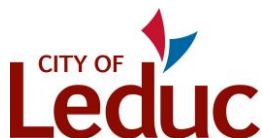
BACKGROUND

The "Information Technology Services and Support Model for Leduc City Council" report dated September 18, 2018 identified issues with the audio and visual systems within Council Chambers. Specifically, "that when the public or organizations have presentations and videos to share with Council during meetings, the technology in the Council Chamber needs to be able to accommodate these requests in a seamless and reliable manner without excessive manual intervention. There have been instances where technology issues in the Chamber have prevented presenters (staff and guests) being able to share videos and presentations as requested. In addition, several Councillors have noticed sound issues in the Chamber with Council members unable to clearly hear speakers (both guests and other Council members). The positioning of monitors was also mentioned as an impediment for seeing and hearing presenters."

As well, the project to implement the eScribe Meeting Management system will provide functionality that requires updated technology in Chambers in order to provide the expected benefits to Council, the public and administration.

The primary objectives of the Council Chamber Audio Visual Systems project are:

1. To increase the quality of the audio and visual components of presentations to Council
2. To decrease the complexity of operating audio-visual systems in Council Chambers
3. To increase the reliability of audio-visual systems
4. To accommodate requests from the public or organizations that have presentations and videos to share with Council in a seamless and reliable manner without excessive manual intervention
5. To support the objectives set out in the Strategic Plan for Council to be more open and transparent through video streaming and/or recording council meetings



COMMITTEE-OF-THE-WHOLE

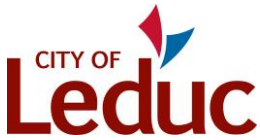
Corporate Information and Technology (CIT) staff have been meeting with the Mayor and members of Council as well as key stakeholders in Administration to understand the business needs of each group. Both Council Chambers and the Lede Room were discussed. Although there have been a number of different perspectives regarding the need for and value of video recordings and live streaming of council meetings, there was general agreement on the objectives of the project. Audio quality was consistently ranked as the top priority in both Council Chambers and the Lede Room. Councillors also identified a need for displays positioned in front of them on the desk to enable them to more clearly view what is displayed on the overhead screens. With respect to microphones and audio quality, many agreed that it would be helpful to have a combination of training and physical markings to remind individuals of where to sit relative to the microphones. Refer to attachment 2 for details regarding the business requirements identified during these discussions.

Comtec has extensive experience in audio visual projects for municipal governments including the council chambers for Strathcona County Hall, Regional Municipality of Wood Buffalo (Fort McMurray) and the Yukon Legislature. As well, they have designed systems for Alberta Infrastructure conference centre, Alberta Environment and Parks Emergency operation centre, Strathcona Centre-in-the-Park meeting rooms and Alberta Solicitor General hearing room.

APPROACH

Comtec has prepared designs and estimates that will be reviewed by Mayor, Council and Administration. The following table describe the capabilities and associated budgetary values as well as the objectives met by each option. Refer to attachment 3 for details. Improving the audio and video capabilities of the Lede Room is also an option that has been provided for Council's consideration and can be implemented at any time after 1(a) and 1(b).

Item	Budget
<hr/>	
1. Council Chambers Audio <i>(enables objectives 1, 2 and 3)</i>	
a. Audio and Control System	\$91,950
<p>The meeting discussion microphone system has distributed speakers, a master control system with touch panels and microphone stations with built-in speakers. These stations allow councillors and administration to request to speak, enable voting and are connected to a control system with a touch panel that allows the Mayor to select who will speak next and that limits the number of microphones that are on at one time. The system also ensures audio quality by managing microphones and speakers to reduce potential for feedback or noise and is configurable to meet Council's needs.</p>	
<hr/>	
2. Council Chambers Presentation and Media Delivery System <i>(enables objectives 1, 2, 3 and 4)</i>	
a. Presentation and Media – Option 1	\$89,475
<p>This system connects projectors for gallery viewing and desktop video displays for each member of council and administration to a control system with touch panels that allow the City Clerk to select what will be displayed on each video device. It allows presenters to connect their device either wirelessly, by connecting to a wall plate or by plugging a USB drive into a computer not on the City network.</p>	



COMMITTEE-OF-THE-WHOLE

Item	Budget
b. Presentation and Media - Option 2 This option has the same features as Option 1 with 5 fewer display screens. It assumes that 3 Councillors on each side will share 2 display screens, that 2 General Managers on each side will share 1 display screen and that 2 administration staff will share 1 display screen.	\$77,725
c. Presentation and Media - Option 3 This option has the same features as Option 1 but replaces all display screens with 2 large format 86" displays on the rear wall of Council Chambers to mirror information displayed on projection screens.	\$86,275
<hr/>	
3. Council Chambers Remote Meeting System - optional	
a. Remote Meeting System Presentation Media Delivery system and remote meeting ability that allows a member of Council to participate remotely. Full controls and features as physical attendees are available if implemented after 1(a) and 4(b). Remote abilities will be limited to audio if implemented after 1(a).	\$7,250
<hr/>	
4. Council Chambers Camera Streaming System - optional <i>(enables objective 5)</i>	
a. Camera Switching / Streaming System - Option 1 This system provides high quality multi camera switching, streaming, and recording and requires staff operation for camera switching. This item is optional and can be implemented in a separate phase however 1(a) and 2(a), (b) or (c) must be implemented first.	\$90,000- 100,000
b. Fixed Camera and Streaming – Option 2 This system provides one fixed camera view of Council Chambers, streaming, and recording. This item is optional and can be implemented in a separate phase however 1(a) and 2(a), (b) or (c) must be implemented first.	\$8,800
<hr/>	
5. Lede Room Audio Visual System – optional for future consideration	
a. Lede Room Audio Visual System – Option 1 Wireless meeting discussion microphone system and speakers with the same functions as 1(a). Video presentation media delivery system and remote meeting functionality with wall mounted LED display replacing existing projector providing the same functions as 2(c). Control system including touch panel providing the same control functions of 1(a) and 2(a), (b) or (c).	\$60,500
b. Lede Room Audio Visual System – Option 2 This option has the same features as Option 1 with 4 fewer wireless microphones. It assumes that Councillors and General Managers will share microphones. The Mayor, City Manager and the presenter will have dedicated microphones.	\$56,020



COMMITTEE-OF-THE-WHOLE

These budget values include the “turnkey” supply and installation of audio video equipment with control systems as well as programming and optimization of all audio and video systems. The budget values do not include the required electrical infrastructure. All systems are based on a computer network reducing the need for wiring typical of non-networked solutions. Therefore, it is anticipated that existing conduit will be sufficient reducing the physical renovation costs. This assumption needs to be validated with Facility and Property Services.

NEXT STEPS

Mayor and Council as well as Administration will review the options developed by Comtec to determine the option and phased approach for implementation in the City of Leduc Council Chambers.

Funds for the technology components of this project will be allocated from 2 capital projects, with \$50,000 from 092.370 Meeting Management Software project and \$145,000 from 092.360 IT Governance project. Depending on the options selected, additional funds will need to be included in the 2021 capital budget.

CIT will collaborate with Facility and Property Services to determine the physical renovation requirements and develop the implementation schedule. The technology proposed minimizes the facility renovations required. At this time, no capital funds have been allocated for facility renovations.

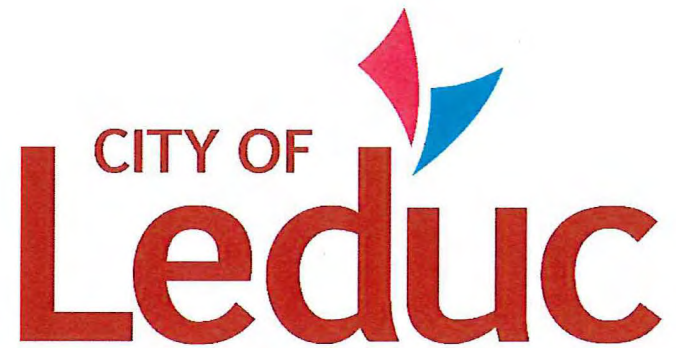
ATTACHMENTS

Attachment 1: Information Technology Services and Support Model for Leduc City Council, September 18, 2018

Attachment 2: Council Chambers Audio Visual Business Requirements

Attachment 3: Estimates for Audio Visual Technology for City of Leduc Council Chambers and Lede Room

Attachment 4: Chamber Audio Visual Technology Presentation



Information Technology Services and Support Model for Leduc City Council

*Kate Rozmahel, Errington Hill Consulting Inc.
Joanne Graham, Chief Information Officer, City of Leduc
Kim Bain, City Manager's Office, City of Leduc*

September 28, 2018

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SCOPE OF THE STUDY AND REVIEW OBJECTIVES

The City of Leduc's Corporate Information and Technology (CIT) department commissioned a review of the information technology (IT) support requirements of City Council. The requirements gathered will form the basis of a new IT support model for the Mayor and Councillors.

The objectives of the assessment were threefold:

1. Gain an understanding of the IT support expectations and requirements of Council members;
2. Explore and understand any issues and challenges the Mayor and Council may be having with the City's IT services and support; and
3. Gain a perspective on the improvements needed, both in the short term to alleviate urgent challenges and over the longer term, to enhance the IT support provided to Council members.

APPROACH

The approach taken included:

1. Interviewing the Mayor and Councillors, to discuss their IT service and support requirements with respect to mobile devices, tablets, desktops and phones;
2. Documenting the conversation and points discussed during each interview;
3. Organizing the commentary into key themes, focusing on email, calendaring, shared contacts, printing, authentication, access to documents, device and service support, training and any other support requirements that emerged through the interviews; and
4. Preparing the findings, with associated recommendations, in a document suitable for distribution and sharing with the Mayor, City Council members, and senior members of the City's Administration.

IT support models include three elements:

1. the support team that provides hands-on support to the IT user;
2. the policies and processes that govern how support is delivered; and
3. the technologies that are provided to the end user to enable them to perform the tasks and duties of their role.

The study examined all three aspects of the IT support model for Council members. An implementation plan, with target dates and accountabilities will follow in a separate document. Progress and updates against the implementation plan will be published on a regular basis.

SUMMARY OF FINDINGS: EXPECTATIONS AND REQUIREMENTS

TECHNOLOGY

The following insights, including opportunities for improvement, gathered through interviews with the Mayor and Councillors, are specific to the technologies Council members are using to meet the requirements of their roles.

Devices and Productivity Tools: Council members selected Apple devices (MacBook laptops and iPad Pros) as their main devices. These devices are used to access emails, calendars, and documents that are downloaded from the Council portal. iPhones and Samsung phones are also present in the environment. Council members use a mix of productivity tools for email and calendaring including: Outlook for iOS, Outlook App for the Web (OWA), Apple mail and calendar and Google Gmail and calendar. Adobe is also used by several Councillors to organize, read and in some instance annotate Council briefing materials.

Council Portal: The Mayor and Councillors download the Council Agenda and associated briefings from a central portal with documents, in most cases, being saved on to devices for later viewing. Sharing of documents, if needed, is facilitated via emailing. The Council Portal is easy to use and enables Council members to quickly access Council briefing material for both upcoming and past meetings of Council and Committee of the Whole.

Printing: Printing services for Councillors is provided through a single printer located in the Council Lounge that supports printing by emailing the document to the printer. The printer has been set up with preset options including color duplex printing. Most Councillors choose not to use the printer in the Council boardroom instead printing materials at home, work or with assistance from City staff.

Issues with Password Lock Outs: There have been instances in the past few months when access to the Council Portal, email and calendar were locked out. This was primarily due to synchronization issues from passwords embedded in Apple security features such as keychains and has recently been rectified.

Wi-Fi: Council devices are setup to automatically connect to Council Secure, a secure Wi-Fi network, while they are in any Civic buildings. In addition, Council members use AirCards and SIM cards in their devices when working remotely. Council members have noticed Wi-Fi reliability and speed issues in the Council Chamber and have observed Administration staff getting “bumped off” or having difficulty connecting to the City network using Wi-Fi.

Council Chamber Technologies: At times, the public or organizations have presentations and videos to share with Council during meetings. The technology in the Council Chamber needs to be able to accommodate these requests in a seamless and reliable manner without excessive manual intervention. There have been instances where technology issues in the Chamber have prevented presenters (staff and guests) being able to share videos and presentations as requested. In addition, several Councillors have noticed sound issues in the Chamber with Council members unable to clearly hear speakers (both guests and other Council members). The positioning of monitors was also mentioned as an impediment for seeing and hearing presenters.

Calendar Synchronization Issues: It is important that email and calendars are reliably synchronized and up to date to ensure that Council members can fulfil their community engagement and event obligations. There have been instances of events disappearing from calendars. In addition, some Councillors have noticed the calendar on their phone not updating appropriately (for example, events were accepted on the iPhone, but the tracking status is not updated in the calendar that originated the event). As a result, there is a lack of

confidence in the reliability of the email and calendaring service. As a result, one Councillor maintains a paper-based copy of their calendar. Some Councillors recently changed from the native Apple calendar to the Outlook iOS application which seems to have alleviated some of the calendaring issues. In addition, recent changes in the processes that Administration follows when creating meeting invitations has also reduced the instances of multiple calendar entries for single events.

Network Access & Authentication: In general, Councillors do not require access to the corporate City network to perform their duties. However, the Mayor does require access to documents stored on the corporate network and printing services and generally has more day to day support requirements than other Council members. There is a preference to keep the authentication and password protocol simple and easy to use. Council members prefer easy access to materials on the Council Portal without authenticating via a second factor device (i.e. RSA token).

Social Media: Connecting with the community, residents and organizations using different social media channels is important for some Council members. The City has updated its webpage and is active on social media including Facebook, Instagram and Twitter. Some members of Council actively post and/or repost messages, event news and updates both on the City's Facebook page and on their own social media channels.

PEOPLE & PROCESSES

The following insights with respect to IT support, as it relates to personnel and processes, were gathered through interviews with the Mayor and Councillors:

Service First Orientation: The City of Leduc has adopted a philosophy "to make it easier for residents and Leduc businesses and organization to do business with the City." This orientation is relevant for both external public services and internal services like IT. There were several comments from Council members about the lack of an affirmative "service first" attitude exhibited by the IT department towards Council members' technology requests, particularly at the start of the term when the Councillors initially purchased their Apple devices. A few Council members commented that the IT department is viewed by some members of Council and some City staff as a 'bottle neck', unsupportive of potential modernization efforts as it relates to the adoption of new technologies. In several interviews Council members reaffirmed, that since their initial experience at the start of their term, IT support staff have been more receptive to their support requests and have, in some cases, provided excellent customer service.

Support for Apple Devices: There was consensus from Council members that the IT department needs to support Apples devices going forward. Several also commented that, if required, the IT department should offer Apple devices as part of the City's standard technical environment. As many Councillors have personal and business commitments during the day time management is key. Therefore, any support IT can provide with respect to hardware, applications, and computer peripherals that can assist Councillors is appreciated. In addition, the limited support and the reluctance or inability to allow Apple devices to authenticate onto the City's internal network has inhibited some Council members, particularly the Mayor, from leveraging basic technology services including access to documents and printing services.

Orientation and Training: At the start of the Council term, Councillors set up their own devices. As the City's technology staff currently do not support Apple devices, training and technical support for Councillors is limited. The Mayor and Councillors provide IT support to each other via peer training. There are differing levels of skill and knowledge across the Council with respect to using and leveraging technology. An

orientation with Council members at the start of the term that includes setting up their devices (e.g. setting up signature blocks on emails, out of office notifications, and sharing calendar views), leveraging different productivity tools like Adobe, and understanding protocols for sending emails and scheduling events, would be beneficial. Councillors noted that many issues that were present at the start of the term, were corrected once the devices were set up and processes between the Executive Assistant (EA) and Councillors were streamlined.

IT Support Staff: Councillors connect with the IT staff via emails, the phone or in-person before meetings, to get issues resolved. In general, the one on one support provided to the Councillors has been positive. Many Councillors rely on the Mayor's EA to answer questions and trouble shoot issues with their email and calendars.

IT Support During Meetings: Helpdesk and desk side support is not available after hours. The City Clerk and senior administration staff provide some IT trouble shooting during Council meetings, as they can, but often connectivity and technology incompatibility issues during Council presentations remain unresolved preventing presenters (staff and guests) being able to share videos and presentations as requested. Recent changes made to have IT resource present at the start of Committee of the Whole and Council meetings is viewed as a positive step forward.

Procurement of Devices: Councillors like the current policy of choosing and purchasing their own devices. This approach encourages Councillors to select equipment best suited to their individual styles and promotes better ownership and learning of the technologies. Most of the \$3000 reimbursement allowance provided to Council members is used to recover the cost of devices with limited funds remaining to purchase software packages like Microsoft Office.

RECOMMENDATIONS

Recommendations from the study follow, organized into the two support domains: People & Processes and Technology. An implementation plan with target dates and accountabilities will be provided as a next step.

PEOPLE & PROCESSES

Service First Orientation: With respect to the service orientation of the IT Support Team, consider the following:

- Rebuild the relationship between the IT organization and Council as it relates to the support of Apple devices and the provision of IT support services in general. The culture of the IT organization needs be grounded first in service, starting with a collaborative and innovative problem-solving perspective, being open to how different technologies can be utilized by both Council and City staff and providing context for and transparency in decision making. As necessary, customer service training and coaching should be provided to IT support resources in the field working directly with Council with performance objectives of the IT organization reflecting this renewed commitment to customer service.
- To fully and proactively support the Mayor and council, each Councillor should be assigned a designated primary support contact to manage their technology needs, retaining the use of the Help Desk as needed. This designated contact should be a Help Desk staff member of their choice whom they can contact for both troubleshooting support and consultation regarding their technology needs. Given resource constraints and scheduling, resolution of urgent issues may need to be provided by other staff. However, the designated support contacts should follow up after the fact.
- Finally, Council technology needs should be a standing item on the IT organization monthly meeting with the Mayor to ensure an innovative and timely response to emerging needs.

Orientation and Training for Councillors: Technology training should be included in the orientation provided to Council at the start of the term. The orientation should include training on how to navigate City processes specific to scheduling events, sharing calendars and using productivity tools like Adobe. To address changing technology and requirements, annual “refresher” training as well as ad-hoc sessions, as required, should also be provided. In addition, in the immediate term, the designated IT support contacts should set up technology workshops with each Councillor (as requested) to review, and trouble shoot any current technology issues with email, calendars or passwords, and aid in setting up signature blocks, sharing calendars, setting “out of office” notifications, and using Adobe.

Consider the Differing needs of Mayor and Council: The support requirements of the Mayor are more complex than the support requirements of Councillors. The Mayor, who is typically on site each day, should have network access with the ability to access file shares, printing and copying services as needed. At this time, the Councillors do not require network access and have asked that authentication requirements for Councillors remain simple and easy.

Expand IT Support for Council: Train City IT staff to support Apple as a viable part of the technology suite available to Council. Apple devices including iPads, MacBooks and iPhones should become part of the IT standard support model for Council. In addition, expand the IT support at the start of Council meetings

with Help Desk staff available to provide “break-fix” and remediation services to Councillors if needed and include on-site support during Committee of the Whole and Council meetings. Finally, publicize the recent change to after hour support for Council members and maintain a cache of Apple peripherals (e.g. cords, chargers, etc.) for use as needed by Council members.

TECHNOLOGIES

Resolve Current Technical Challenges: The following technical challenges require immediate remediation:

1. **Calendar Synchronization:** With respect to mitigating calendar synchronization issues, consider the following:
 - Work towards standardizing on one email and calendar application for the Councillors. To maintain consistency, reduce the likelihood of issues, and effectively troubleshoot going forward, IT support should examine and reconfigure the synchronization of calendars and email on each device used by the Councillors for City business. This may include asking Councillors to discontinue using the native Apple calendar and email applications on their devices for City business.
 - Consult with external Apple support expertise to continue to research and stabilize the calendaring service and to expedite resolution of issues as required.
 - Provide education to Councillors on the type of changes that can affect synchronization and encourage Councillors to inform their dedicated IT support resource of any changes to their devices that could affect synchronization.
 - Pilot Microsoft 365 with a group of Councillors as part of the technical trial of Microsoft 365.
2. **Password Lock Out Issues:** With respect to password lock out issues, consider the following:
 - It is anticipated that the recommendation stated above, regarding proactive device configuration for email and calendar synchronization, should mitigate occurrences of password lock out issues in the future.
 - Based on the recent successes achieved in resolving challenges with password lock out issues, document and monitor best practices in the use and management of Apple password synchronization tools (i.e. keychain technology). This would include dedicated IT support resources providing proactive support, training and documentation to Councillors to support passwords changes and providing one-on-one support to Councillors at the first Committee of the Whole meeting after the 15-day notification for password resets.
3. **Printing Services:** With respect to printing services utilized by Councillors, consider the following:
 - Investigate and set up direct printing from desktop applications on the Councillors devices, like Word, Adobe, etc. to printers on the City network, using protocols that maintain the security and integrity of the network.

Provide Councillors with a Productivity Toolkit: Define a standard set of productivity tools for Councillors to use, such as Adobe Reader, Microsoft Office, and a scanning application. Extend the City’s licensing of Microsoft Office products (including future Microsoft Office 365 licensing) to Council members so that Councillors can access the Microsoft Office suite of products on their devices.

Provide Training on Social Media Guidelines: Provide training on the City's social media guidelines. Training may encourage more Councillors to become active on social media. In addition, encourage the City's Communication staff to push more communication out about City events as events are occurring "in the moment."

Review Council Chamber Technology: With respect to the technologies in the Council Chamber, consider the following:

- Test the audiovisual equipment in the Council Chamber prior to the start of meetings. This will reduce the time and effort to set up and get presentations working during a Council meeting.
- Provide information in advance on the audiovisual equipment in the Council Chamber to guests planning to present and, when possible, receive advance copies of presentations. This will enable presenters to plan and ensure that any planned presentations will work with the computer equipment during the Council meeting.
- Remind Councillors and guests of how to position themselves in front of the microphones so that they can be heard clearly when they are speaking in Council. Check to see if the microphones in Chamber can be adjusted to accommodate softer voices.
- Undertake a study to determine if the computing equipment in the Chamber needs to be updated and replaced to alleviate technology compatibility problems with audiovisual equipment.
- Develop the plan and budget to implement the recommendations identified in the Cine Audio Visual study recently completed.
- Review projection options in the Chamber including reconfiguring screens and monitors to enable better lines of sight, improving resolution of projection equipment and recommending standard presentation styles and fonts.

Manage the Rollout of the New Meeting Management System: With respect to the new Meeting Management System being procured, consider the following:

- Ensure that the new meeting management system works smoothly and can support basic meeting functions, before considering and trialing live streaming of Council meetings.
- Consider providing Council with quarterly updates on the effectiveness of live commentary on social media of Council and civic events.

Additional suggestions: During the interviews the following suggestions were also offered by Council members:


1. **Consider Upgrading the City's Content Management System:** The current Leduc.ca website does not easily facilitate updating information. Consider upgrading the City's content management system as a requirement when developing and/or engaging a new technology partner for Leduc.ca
2. **Upgrade teleconferencing technologies in the Civic Centre:** Improve the teleconferencing systems in the small conference rooms in the Civic Centre (e.g. add Polycoms).
3. **Evaluate Video-Conferencing Technologies:** Evaluate how to add video-conferencing in the Civic Centre in one or more smaller conference rooms.
4. **Create a Shared Contact List:** Create a shared contact list for Councillors and staff with contact information gathered from the network of connections made doing regional work and work with City organizations.

APPROVALS

Authored by: Kate Rozmahel, Errington Hill Consulting Inc., September 27, 2018

Reviewed by: Joanne Graham, Chief Information Officer, Corporate Services, City of Leduc

9/27/2018

X 

Joanne Graham, CIO, Corporate Services
Signed by: Joanne Graham

September 27, 2018

Date

Approved by: Irene Sasyniuk, General Manager, Corporate Services, City of Leduc

X 

Irene Sasyniuk, General Mgr Corporate Services

Sept 30, 2018

Date

Attachment 2: Council Chambers Business Requirements

1. Information Technology Services & Support Model for Leduc City Council

The following are excerpts from the Information Technology Services & Support Model for Leduc City Council, September 28, 2018 that apply to the business requirements for Council Chambers.

1.1. Summary of Findings: Expectations and Requirements - Technology

Council Chamber Technologies: At times, the public or organizations have presentations and videos to share with Council during meetings. The technology in the Council Chamber needs to be able to accommodate these requests in a seamless and reliable manner without excessive manual intervention. There have been instances where technology issues in the Chamber have prevented presenters (staff and guests) being able to share videos and presentations as requested. In addition, several Councillors have noticed sound issues in the Chamber with Council members unable to clearly hear speakers (both guests and other Council members). The positioning of monitors was also mentioned as an impediment for seeing and hearing presenters.

1.2. Recommendations - Technology

Review Council Chamber Technology: With respect to the technologies in the Council Chamber, consider the following:

- Test the audiovisual equipment in the Council Chamber prior to the start of meetings. This will reduce the time and effort to set up and get presentations working during a Council meeting.
- Provide information in advance on the audiovisual equipment in the Council Chamber to guests planning to present and, when possible, receive advance copies of presentations. This will enable presenters to plan and ensure that any planned presentations will work with the computer equipment during the Council meeting.
- Remind Councillors and guests of how to position themselves in front of the microphones so that they can be heard clearly when they are speaking in Council. Check to see if the microphones in Chamber can be adjusted to accommodate softer voices.
- Undertake a study to determine if the computing equipment in the Chamber needs to be updated and replaced to alleviate technology compatibility problems with audiovisual equipment.
- Develop the plan and budget to implement the recommendations identified in the Cine Audio Visual study recently completed.
- Review projection options in the Chamber including reconfiguring screens and monitors to enable better lines of sight, improving resolution of projection equipment and recommending standard presentation styles and fonts.

2. Discussions regarding Council Chamber Technology

The following are consolidated comments from discussions held by Joanne Graham and Gerald Unger with Members of Council and Administration regarding Council Chamber Technology from May to August 2019.

2.1. Decision making

The majority of councilors identified that addressing the audio and video display issues in chambers are the top priorities.

Most councilors were not certain of the appropriate budget but indicated that once estimates were received they would be able to assess if they were appropriate. Some stressed that Council needs to make an investment as a change in the technology is required. Many indicated that a mid-range solution should be considered as a low-cost solution is more likely to need to be replaced in the near future. As well

consideration needs to be given to the lifetime of the equipment before it is obsolete to safeguard the investment that is being made now.

Any new technology should be able to last a number of years and should be implemented so that it can be extended as needed in the future. Administration was asked to consider a staged approach to implementation with the first stage addressing the audio and display video needs including abilities for presenters. Consideration for video streaming and recording would be in latter stages when there is consensus among council members on these requirements.

Any decisions on budget and scope will be made by the Mayor and Council.

1. Audio Equipment

All members of council agreed that addressing audio quality is a priority as current sound quality is very poor and neither councilors or presenters can be heard clearly. Also, to be considered is the sound quality for media in attendance.

Changes of some type are needed for the microphones so that they pick up sound properly. Technical solutions need to address problems that are experienced when all the microphones are on at one time and to provide the ability to synchronize sound with the video feed, to tie audio recording directly from microphones for minutes and for the Mayor (chairperson) to control the microphones and

Some identified that training on the use of microphones should be considered.

2. Presentation Capabilities

Most councilors identified that

visitors and presenters need the ability to plug-in a flash drive or to dock devices being used for presentations;

Administration needs the ability to control presentation video and sound;

And councilors need to be able to see presenters as they are currently being obscured by the monitors in front of them.

Overall, any changes need to ensure that everyone in Chambers can properly see the materials being presented

3. Video Display

Most councilors also identified video display quality is a priority. They commented that displays are needed on their desks as it is difficult to see the projector screens and the presenter at the same time or without turning away from the gallery. It is also very difficult to clearly see more detailed content. Consideration can be given to placing video displays between each councilor leaving desk space for councilor's devices.

Some councilors found that the video display is sufficient which is likely related to their physical position in the room.

4. Video Streaming and Recording

Overall there was no consensus on the need for video streaming and/or video recording. Therefore, this is a discussion that Council needs to have in order to determine the requirements in this area.

Some councilors are in favor of livestreaming as this provides the public with the opportunity to see issues of interest to them. As well, they thought that consideration should be given to making the streaming feed available through social media. Others did not see the values in live streaming.

Some councilors are in favor of video recording to ensure that there is an objective record of the meeting and for access by the public. Other councilors do not see the value in recorded video when the minutes are available and there was a concern that it could be used as an opportunity for more “face time” by councilors. Given the cost and the possibility of a small audience, they questioned if it is really necessary.

Some councilors are more ambivalent regarding video records but acknowledged that it promotes transparency which is valuable and a step in the direction being asked for by the community.

Others commented that as much of the discussion is held in Committee of the Whole (CoW), consideration should be given to broadcasting CoW as well.

Most recognized that proper audio is a prerequisite to any type of audio recording or video recording.

5. Video conferencing

Some councilors identified that video conferencing abilities are required in council chambers. If provide it must support iPad, MacBook and Windows devices and provide abilities for screen sharing and split screen for multiple locations.

6. Lede Room for Committee of the Whole (CoW)

Sound is also an issue in the Lede Room where CoW meetings are held so presenters and others in the room need to have microphones. Any technology would need to be portable because the Lede Room is multi-purpose and used by the public. As well, since the audio setup seems to need adjusting for every meeting, any solution needs to be consistent and reliable with little adjustment required and so that it is ready and available when the meeting is scheduled to begin.

Video display quality was considered sufficient therefore any changes to video capabilities would depend on the cost. Although it was identified that the Lede Room can also be used for overflow from chambers if required.

It was noted that if changes were made to the Lede Room, such as video conferencing, they would also be available for other administration purposes.

Given the issues with the Lede Room, the cost of outfitting two spaces and the general level of distractions during CoW, some councilors are in favor of conducting CoW meetings in Council Chambers. There were differing opinions on this point with some commenting that consideration needs to be given to the fact that Council and Administration have dinner for the first part of CoW and this may not be appropriate for Council Chambers.

Some commented that consideration be given to making the changes to Council Chambers first and then consider what would be appropriate for the Lede Room.

Since the Lede Room is also quite crowded, if CoW will continue in this space, consideration should be given to reconfiguring the space.

7. Site visits

Most councilors were interested in site visits to other municipalities before making decisions for the City of Leduc Council Chambers.

8. Software integration

All solutions must integrate with eScribe Meeting Management for audio, video and voting functions.

Attachment 3: Estimates for Audio and Visual Technology for City of Leduc Council Chambers and Lede Room

Item	Budgetary Estimate
1. Council Chambers Audio	
<p>a. Audio and Control System</p> <p>The meeting discussion microphone system has distributed speakers, a master control system with touch panels and microphone stations with built-in speakers.</p> <p>These stations allow councillors and administration to request to speak, enable voting and are connected to a control system with a touch panel that allows the Mayor to select who will speak next and that limits the number of microphones that are on at one time.</p> <p>The system also ensures audio quality by managing microphones and speakers to reduce potential for feedback or noise and is configurable to meet Council's needs.</p> <p><i>Components:</i></p> <ul style="list-style-type: none"> - Discussion Microphone System <ul style="list-style-type: none"> o Mayor and Council: 7 o Executive: 4 o Staff: 2 o Presenters: 2 - Loudspeaker system <ul style="list-style-type: none"> o Public Gallery: 8 - Core control system components and specific items for audio and touch panels <ul style="list-style-type: none"> o 7 inch Touch Panel - Mayor o 10 inch Touch Panel: Administration o Touch panel: System Administration 	\$91,950
2. Council Chambers Presentation and Media Delivery System	
<p>a. Presentation and Media - Option 1</p> <p>This option connects projectors for gallery viewing and desktop video displays for council and administration to a control system with touch panels that allow the City Clerk to select what will be displayed on each video device.</p> <p>It allows presenters to connect their device either wirelessly, by connecting to a wall plate or by plugging a USB drive into a computer not on the City network.</p> <p><i>Components:</i></p> <ul style="list-style-type: none"> - Presentation Media Delivery System for staff and guest presenters - Projection and 10" desktop displays for council and administration <ul style="list-style-type: none"> o Mayor and Council: 7 o Executive: 4 o Staff: 2 o Presenters: 1 o Projectors: 2 	\$89,475

Item	Budgetary Estimate
<ul style="list-style-type: none"> - Wall plate connections <ul style="list-style-type: none"> o Staff: 3, Presenter: 1 - Wireless connector: 1 - Control system for video display and control panels for council and staff desks <p><i>Requires core control system components from 1(a)</i></p>	
<p>b. Presentation and Media - Option 2</p> <p>This option has the same features as Option 1 with 5 fewer display screens. It assumes that 3 Councillors on each side will share 2 display screens, that 2 General Managers on each side will share 1 display screen and that 2 administration staff will share 1 display screen.</p> <p><i>Components:</i></p> <ul style="list-style-type: none"> - Presentation Media Delivery System for staff and guest presenters - Projection and 10" desktop displays for council and administration <ul style="list-style-type: none"> o Mayor and Council: 5 o Executive: 2 o Staff: 1 o Presenters: 1 o Projectors: 2 - Wall plate connections <ul style="list-style-type: none"> o Staff: 3, Presenter: 1 - Wireless connector: 1 - Control system for video display and control panels for council and staff desks <p><i>Requires core control system components from 1(a)</i></p>	\$77,725
<p>c. Presentation and Media - Option 3</p> <p>This option has the same features as Option 1 but replaces all display screens with 2 large format 86" displays on the rear wall of Council Chambers to mirror information displayed on projection screens.</p> <p><i>Components:</i></p> <ul style="list-style-type: none"> - Presentation Media Delivery System for staff and guest presenters - Large format 86" LCD displays: 2 - Wall plate connections <ul style="list-style-type: none"> o Staff: 3, Presenter: 1 - Wireless connector: 1 - Control system – Specific items for LCD displays and control panel for staff desk <p><i>Requires core control system components from 1(a)</i></p>	\$86,275

Item	Budgetary Estimate
3. Council Chambers Remote Meeting System (optional)	
a. Remote Meeting System	\$7,250
Presentation Media Delivery system and remote meeting ability that allows a member of council to participate remotely.	
<i>Components:</i>	
- Remote Meeting Operation using Skype, Microsoft Teams, Goto Meeting etc.	
<i>Same controls and features as physical attendees are available if implemented after 1(a) and 4(b)</i>	
<i>Remote abilities will be limited to audio if implemented after only 1(a).</i>	
4. Council Chambers Camera Streaming System (optional phase 2)	
a. Camera Switching and Streaming – Option 1	\$90,000-100,000
This system provides high quality multi camera switching, streaming, and recording and requires staff operation for camera switching.	
This item is optional and can be implemented in a separate phase however 1(a) and 2(a), (b) or (c) must be implemented first.	
<i>Components:</i>	
- High resolution cameras	
- Camera switching system	
- Streaming encoder	
- Meeting recording	
b. Fixed Camera and Streaming – Option 2	\$8,800
This system provides one fixed camera view of Council Chambers, streaming, and recording.	
This item is optional and can be implemented in a separate phase however 1(a) and 2(a), (b) or (c) must be implemented first.	
<i>Components:</i>	
- High resolution, wide angle lens fixed position camera	
- Streaming encoder	
- Meeting recording	

Item	Budgetary Estimate
5. Lede Room Audio Visual System (optional for future consideration)	
<p data-bbox="178 273 1396 315">a. Lede Room Audio Visual System – Option 1</p> <p data-bbox="243 325 1396 399">Wireless meeting discussion microphone system and distributed speakers with the same functions as 1(a)</p> <p data-bbox="243 409 1396 483">Video presentation media delivery system and remote meeting functionality with wall mounted LED display replacing existing projector providing the same functions as 2(c).</p> <p data-bbox="243 493 1396 535">Control system including touch panel providing the same control functions of 1(a) and 2.</p> <p data-bbox="227 556 389 588"><i>Components:</i></p> <ul data-bbox="243 598 1185 1008" style="list-style-type: none"> - Wireless Discussion Microphone system <ul style="list-style-type: none"> o Mayor and Council: 7 o Executive: 4 o Presenter: 1 o Staff: 1 - Loudspeaker system - Presentation Media Delivery system for staff and guest presenters (wireless) - LED display - Remote Meeting Operation (wireless) - Control system – touch panel <p data-bbox="243 1029 925 1071"><i>Requires 1(a) and 2(a), (b) or (c) to be implemented first</i></p>	\$60,500
<p data-bbox="178 1092 1396 1134">b. Lede Room Audio Visual System – Option 2</p> <p data-bbox="227 1144 1396 1270">This option has the same features as Option 1 with 4 fewer microphones. It assumes that Councillors and General Managers will share microphones. The Mayor, City Manager and the presenter will have dedicated microphones.</p> <p data-bbox="227 1291 389 1323"><i>Components:</i></p> <ul data-bbox="243 1333 1185 1743" style="list-style-type: none"> - Wireless Discussion Microphone system <ul style="list-style-type: none"> o Mayor and Council: 5 o Executive: 2 o Presenter: 1 o Staff: 1 - Loudspeaker system - Presentation Media Delivery system for staff and guest presenters (wireless) - LED display - Remote Meeting Operation (wireless) - Control system – touch panel <p data-bbox="243 1764 925 1806"><i>Requires 1(a) and 2(a), (b) or (c) to be implemented first</i></p>	\$56,020

Council IT Support Update- Chamber Technology

www.leduc.ca

City Council Committee of the Whole
October 21, 2019



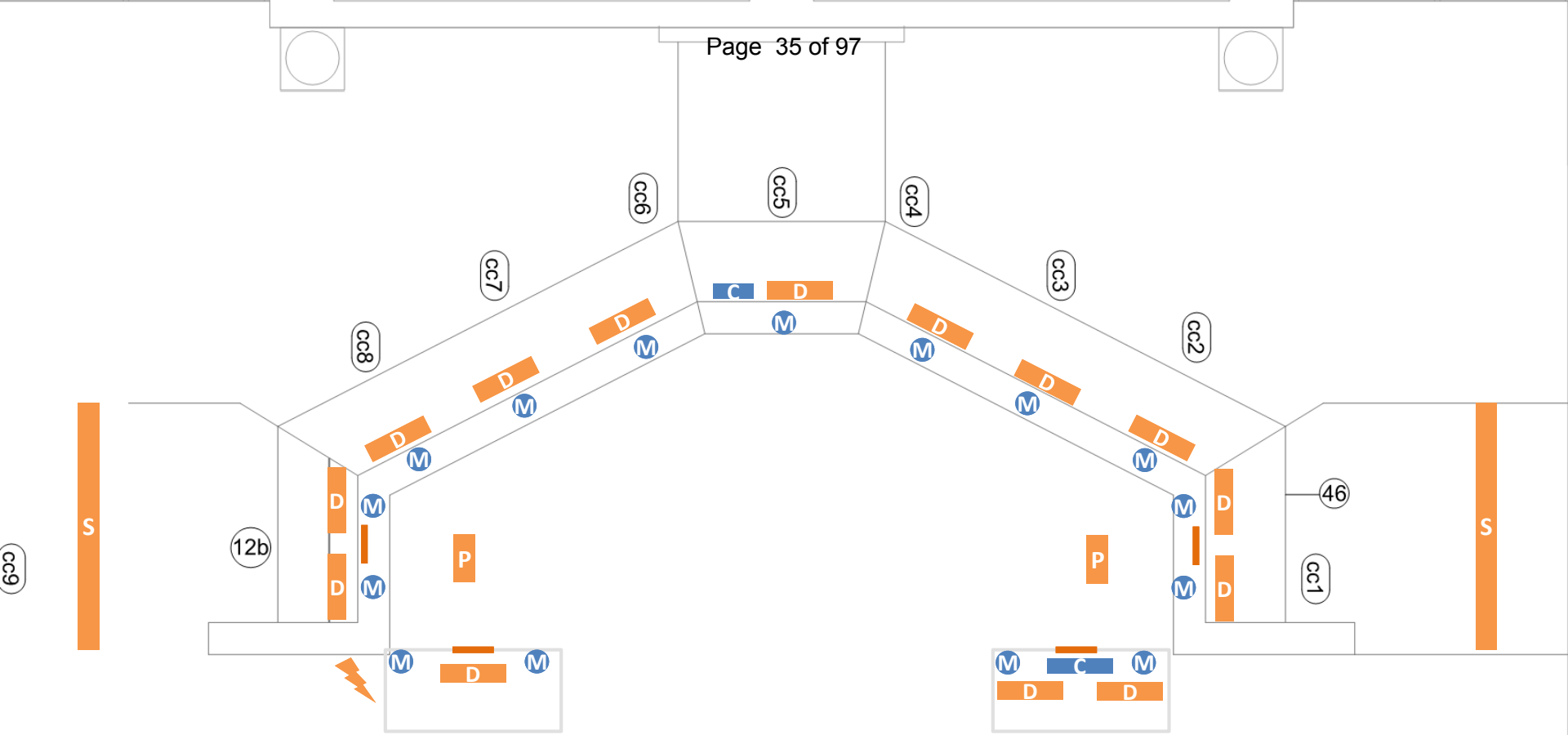
Audio & Control / Presentation & Media

Discussion Microphone System

- distributed speakers
- master control system with touch panels
- microphone stations with built-in speakers
- request to speak, enable voting
- control system with a touch panel
 - Mayor can select who will speak next
 - limits the number of microphones that are on at one time
 - ensures audio quality by managing microphones and speakers to reduce potential for feedback or noise
- configurable to meet Council's needs.

Presentation and Media

- presenters can connect their device
 - Wirelessly
 - connecting to a wall plate
 - plugging a USB drive into a computer
- connects projectors for gallery viewing and desktop video displays
- control system with touch panels allows the City Clerk to select what will be displayed on each video device.



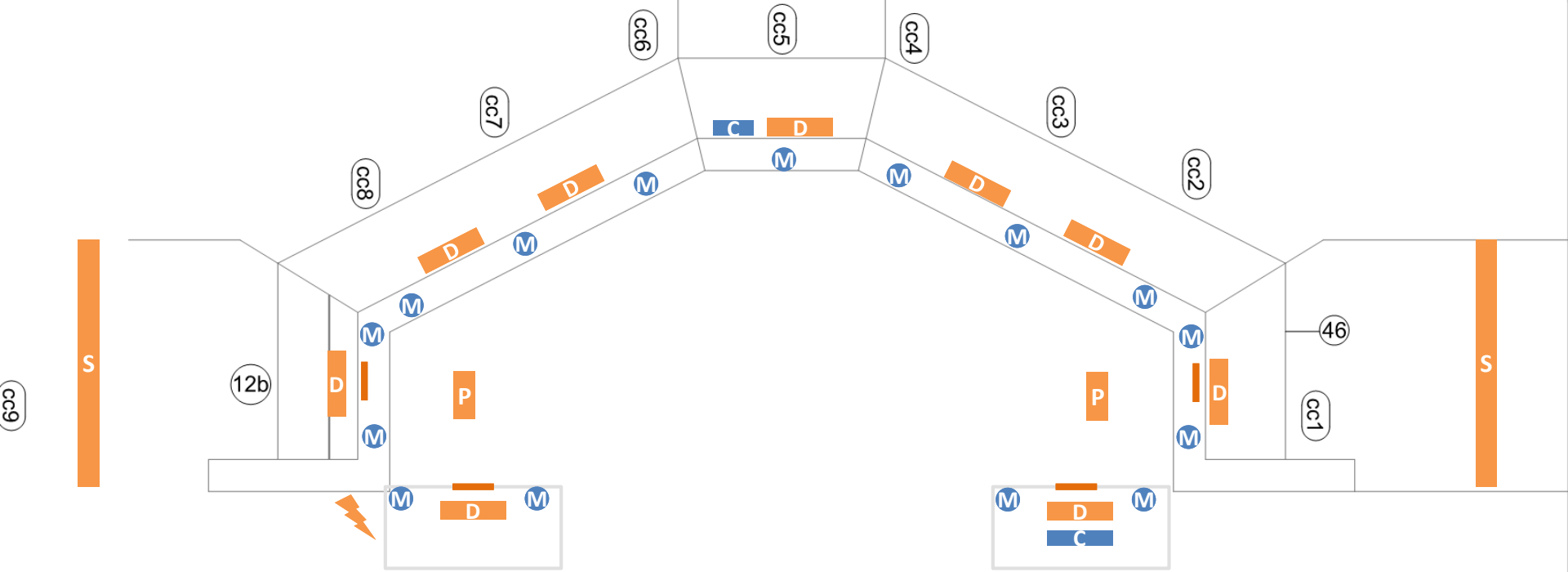
Council Chamber

Audio & Control – Option 1

Presentation & Media – Option 1

Audio & Control / Presentation & Media

Item	Budget
1a. Audio and Control System - Option 1 Discussion Microphone System-15 Mayor and Council-7, Executive-4, Staff-2, Presenters-2 Loudspeaker system - Public Gallery-8 Core control system 7 inch Touch Panel - Mayor 10 inch Touch Panel-Administration Touch panel-System Administration	\$91,950
2a. Presentation and Media – Option 1 10” desktop displays - 13 Mayor and Council-7, Executive-4, Staff-2, Presenters-1 Projectors - 2 Wall plate connections-4 Staff-3, Presenter-1 Wireless connector - 1 Control system for video display and control panels for council and staff desks <i>Requires core control system components from 1(a)</i>	\$89,475



Council Chamber

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Audio & Control – Option 1

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Presentation & Media – Option 2

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Audio & Control / Presentation & Media

Item	Budget
<p>1a. Audio and Control System - Option 1</p> <ul style="list-style-type: none"> Discussion Microphone System-15 <ul style="list-style-type: none"> Mayor and Council-7, Executive-4, Staff-2, Presenters-2 Loudspeaker system - Public Gallery-8 Core control system <ul style="list-style-type: none"> 7 inch Touch Panel - Mayor 10 inch Touch Panel-Administration Touch panel-System Administration 	\$91,950
<p>2b. Presentation and Media - Option 2</p> <ul style="list-style-type: none"> 10" desktop displays - 9 <ul style="list-style-type: none"> Mayor and Council-5, Executive-2, Staff-1, Presenters-1 Projectors - 2 Wall plate connections - 4 <ul style="list-style-type: none"> Staff-3, Presenter-1 Wireless connector - 1 Control system for video display and control panels for council and staff desks <i>Requires core control system components from 1(a)</i> 	\$77,725

Audio & Control / Presentation & Media

Item	Budget
<p>1a. Audio and Control System - Option 1</p> <ul style="list-style-type: none"> Discussion Microphone System-15 <ul style="list-style-type: none"> Mayor and Council-7, Executive-4, Staff-2, Presenters-2 Loudspeaker system - Public Gallery-8 Core control system <ul style="list-style-type: none"> 7 inch Touch Panel - Mayor 10 inch Touch Panel-Administration Touch panel-System Administration 	\$91,950
<p>2a. Presentation and Media – Option 1</p> <ul style="list-style-type: none"> 10" desktop displays - 13 <ul style="list-style-type: none"> Mayor and Council-7, Executive-4, Staff-2, Presenters-1 Projectors - 2 Wall plate connections-4 <ul style="list-style-type: none"> Staff-3, Presenter-1 Wireless connector - 1 Control system for video display and control panels for council and staff desks <i>Requires core control system components from 1(a)</i> 	\$89,475
<p>2b. Presentation and Media - Option 2</p> <ul style="list-style-type: none"> 10" desktop displays - 9 <ul style="list-style-type: none"> Mayor and Council-5, Executive-2, Staff-1, Presenters-1 Projectors - 2 Wall plate connections - 4 <ul style="list-style-type: none"> Staff-3, Presenter-1 Wireless connector - 1 Control system for video display and control panels for council and staff desks <i>Requires core control system components from 1(a)</i> 	\$77,725
<p>2c. Presentation and Media - Option 3</p> <ul style="list-style-type: none"> Same features as Option 1 Replaces all display screens with 2 large format 86" displays on the rear wall of Council Chambers. 	\$86,275

Camera Streaming

Item	Budget
<p>3a. Remote Meeting System Remote Meeting Operation using Skype, Microsoft Teams, Goto Meeting etc. <i>Same controls and features as physical attendees are available if implemented after 1(a) and 4(b)</i> <i>Remote abilities will be limited to audio if implemented after only 1(a).</i></p>	\$7,250
<p>4a. Camera Switching / Streaming System - Option 1 High quality multi camera switching, streaming, and recording Requires staff operation for camera switching</p> <ul style="list-style-type: none"> - High resolution cameras - Camera switching system - Streaming encoder - Meeting recording <p><i>Optional and can be implemented in a separate phase however 1(a) and 2(a), (b) or (c) must be implemented first.</i></p>	\$90,000- 100,000
<p>4b. Fixed Camera and Streaming – Option 2 One fixed camera view of Council Chambers, streaming, and recording.</p> <ul style="list-style-type: none"> - High resolution, wide angle lens fixed position camera - Streaming encoder - Meeting recording <p><i>Optional and can be implemented in a separate phase however 1(a) and 2(a), (b) or (c) must be implemented first.</i></p>	\$8,800

Lede Room

Item	Budget
<p>5a. Lede Room Audio Visual System – Option 1</p> <p>Wireless microphones - 13 Mayor and Council-7, Executive-4, Presenter-1, Staff-1</p> <p>Loudspeaker system</p> <p>Presentation Media Delivery system for staff and guest presenters (wireless)</p> <p>LED display</p> <p>Remote Meeting Operation (wireless)</p> <p>Control system – touch panel (same control functions of 1(a) and 2)</p> <p><i>Requires 1(a) and 2(a), (b) or (c) to be implemented first</i></p>	<p>\$60,500</p>
<p>5b. Lede Room Audio Visual System – Option 2</p> <p>Same as Option 1 with 4 fewer microphones</p> <ul style="list-style-type: none"> - Councillors & General Managers will share microphones - Mayor, City Manager and presenter will have dedicated microphones <p>Wireless microphones-9 Mayor and Council-5, Executive-2, Presenter-1, Staff-1</p> <p><i>Requires 1(a) and 2(a), (b) or (c) to be implemented first</i></p>	<p>\$56,020</p>

Questions?



Council Chambers Technology Options

COUNCIL CHAMBERS TECHNOLOGY OPTIONS SUMMARY

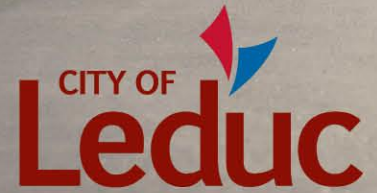
Audio option 1	\$91,950
Video option 1 - screen each (14 screens)	\$89,475
Camera option 2	\$8,800
	\$190,225

Audio option 1	\$91,950
Video option 2 - shared screens (5 less)	\$77,725
Camera option 2	\$8,800
	\$178,475
Difference	-\$11,750

Audio option 1	\$91,950
Video option 4 - no screens	\$61,475
Camera option 2	\$8,800
	\$162,225

Audio option 1	\$91,950
Video option 5 - no screens, no projectors	\$41,475
Camera option 2	\$8,800
	\$142,225
Difference	-\$48,000

Difference **-\$28,000**



2020-2022 BUDGET

COMMUNITY & PROTECTIVE SERVICES

EFFICIENCY HIGHLIGHTS

- False Alarm Bylaw and removal of False Alarm fee from Fees & Charges
- RCMP member reassignment to Crime Reduction Unit from Municipal Traffic Unit
- LRC Security – CPO Utilization – non peak season

LEDUC ENFORCEMENT SERVICES / RCMP

New Facility Addition / Renovation

**Scope
Enhancement
\$4.0 M**

- Growth Space – up to 4,000 sq. m.
- Energy Efficiency
- Parking Lot Enhancements
- Partial offset through RCMP lease repayment – increase to 40% from 32%

**Two
Projects
Funded
Through**

- MSI Funding
- Debenture

LEDUC ENFORCEMENT SERVICES / RCMP

- **RCMP Member Addition**
 - Removal of previously budgeted 2020 RCMP member addition
 - **\$150K expense reduction** to offset facility scope enhancement

- **New Facility - One time operating impact - \$157K**
 - IT upgrades / Wi Fi / security / moving costs
 - Cost shared with province

- **Detachment Clerk Support**
 - **\$73K** – part of existing multi year strategy



LEDUC ENFORCEMENT SERVICES / RCMP

- **Contract Services Allowance**
 - **\$300K** reduction to RCMP contract to account for vacancies
- **Fine Revenue**
 - Addition - Intersection safety devices
 - Overall reduction in automated mobile speed enforcement
- **QE II**
 - Adjustment for QEII Speed Enforcement staffing
 - Corresponding adjustments in fine revenue



GOLF COURSE LAND TRANSFER

Pending Outcome of Land Transfer / Partnership Negotiation

- 8,000 to 10,000 sq. ft facility
- Golf / Public Use space
- Winter facility development – i.e. ski trails, etc.
- Protection of City green space

Capital Construction \$3.91 M

- Includes demolition, design and facility construction
- Debenture funding \$3.50 M
- Facilities Reserve \$400K

Parking Lot 2021

- \$1.15 M

Debenture Operating Budget Impact

- 2020 - \$170K Capital Construction
- 2021 - \$58K Parking Lot

RECREATION

- **Youth Access**
 - Summer 2019 – Grade 8’s and 9’s
 - 548 memberships
 - Community Partnerships
 - U18 Summer Access – 397 memberships

- **Seniors**
 - LRC Seniors Plus memberships – 400 members (75+)
 - LRC Seniors Active Afternoons – 1000 members

- **School Joint Use Agreements**

- **Arena operators / custodial realignment**
 - \$1.6 Million – no new costs
 - Reallocation between departments
 - From Facility to LRC Operations



RECREATION - ADJUSTMENTS



**Joint Use - \$21K
Revenue Reduction**



**Youth Access - \$71K
Net Program Costs**



**Senior Access
Initiatives - \$87K
Revenue Reduction**

2%

Ice and Field House Rates
prime & off season

Under Review

2%

Outdoor Amenity Rates
prime season

FEEES & CHARGES 2020

3%

Facility Admission Rates
Leduc Recreation Centre

2%

LRC Membership Rates
Leduc Recreation Centre

SPORT TOURISM EVENTS

\$62K – 24 events

- Ringette Provincial Championships
- Canadian Sledge Hockey Championships
- 5k Foam Fest
- SPN National Championships
- Presidents Cup (Lacrosse)
- Canadian National Bocce Championships

March 13 - 15

May 14 – 17

July 4

July 30 – Aug 3

Aug 31 - Sep 6,

Nov 27 - 29



FAMILY AND COMMUNITY SUPPORT SERVICES

Social Service Delivery Review

- To be completed by December
- Social Needs Assessment deferred to 2021 - **\$60K**

Opioid Framework

- Actions yet to be completed by December 2019
- Remaining workload and LCDAC to be transitioned to Community Facilitator position

Complex needs

- Continue to be a challenge for many reaching out for support

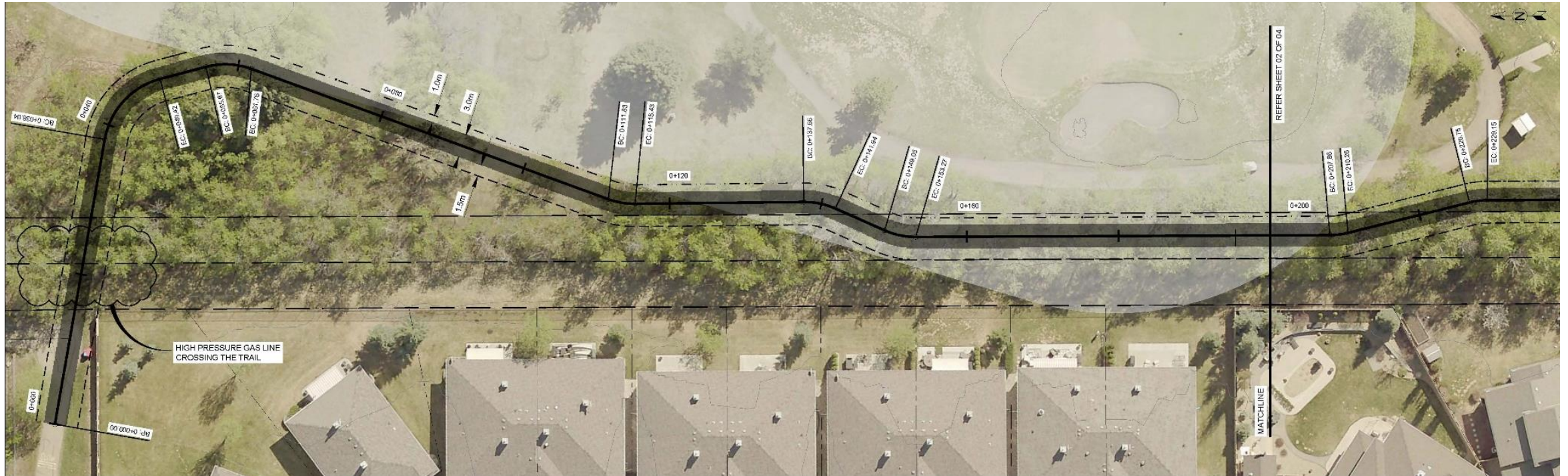
WINDROSE MULTIWAY

2020

- Construction of multiway and perimeter fence
- Majority of trail to be aligned on golf course
- **\$800K**



WINDROSE MULTIWAY



TELFORD LAKE SEATING NODES

2020

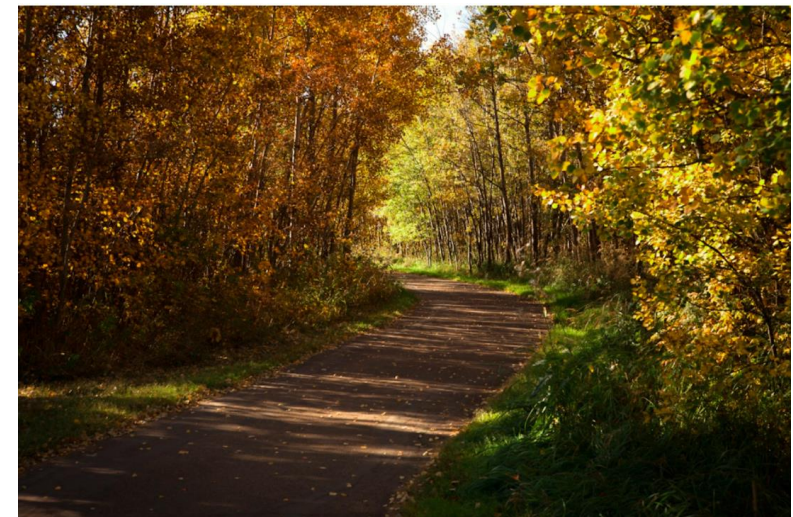
- Seating nodes include waste receptacles
- **\$300K**



LIONS PARK TRAIL

2020

- Perimeter granular trail
 - **\$400K**
- Installation of trails as per the North Telford Recreational Lands Concept Plan



SOUTHFORK RINK PARTNERSHIP

2020

- Southfork Partnership with Tamani Communities
 - **\$200K**



KEY CAPITAL ITEMS DEFERRED

- **William F. Lede Park Improvements Concession (2020 / 2021) - \$250K**
- **William F. Lede Park Parking (2021) - \$455K**
- **William F. Lede Park Multiway (2021) - \$300K**
- **Deer Valley Community Gardens – (2023) - \$305K**
- **Lions Park Lookout – (2025) - \$500K**
- **Long Term Facility Master Plan – West Campus Facilities – Beyond 10 Year Capital Plan**
 - Aquatics
 - Twin Arenas
- **Leduc Skate Park – to come back to Committee – spring 2020**

MACLAB CENTRE FOR THE PERFORMING ARTS

47K

Revenue
Reduction for
grant revenue

28K

Advertising &
Promotion - One
time funding

2019 YTD

Positive 2019 YTD
relative to budget
- Admission &
Rentals

ARTS / CULTURE / HERITAGE



- Archival and Historic Initiative
- Partnership Funding –
 - Leduc Art Foundry – Memorandum of Understanding
 - **\$75K to \$153K in 2021**
- Grain Elevator – Operational Support Request
 - **Not budgeted – flagged item**

FIRE SERVICES

- **2020 AHS Contract Adjustment Revenue Received**
 - **\$130K Revenue Reduction** due to AHS wage adjustments
 - 2017 – 0%
 - 2018 – 0%
- **Collections Outstanding**
 - Outstanding Ambulance Collections of \$765K as of September 30, 2019
- **Ambulance Replacement**
 - 2020 - 1 full replacement - **\$248K**
 - 2021 - 1 full replacement and 1 chassis exchange - **\$468K**



FIRE SERVICES – LEDUC BUSINESS PARK

Auto Aid

- Leduc County - EIA Squad 5 not currently a feasible option
 - **\$120K Expense reduction in 2020 budget**

Firehouse 3

- Capital Plan 2024 / 2025
 - \$5.0M– based on cost share (50%) – unfunded in the capital plan
 - \$1.0M to \$2.0M Operating Impact – not yet budgeted at this time
 - Further discussion required with Leduc County/ Beaumont regarding partnerships

FIRE SERVICES RECRUIT CLASS - 2020

- Brought forward from 2021
 - **\$250K every 2 years**
 - Replenish positions due to attrition, relocation, full-time careers
 - **On average, 50% turnover of paid on-call staff leave within three years**



FIRE SERVICES -FEES & CHARGES

Response for Fire, Rescue, Dangerous Good

Mutual Aid

Increase for 2020 reflects current provincial hourly rates

- New mutual aid agreements charging similar costs
- Cost recovery includes salaries, vehicle wear and tear, fuel, product use (Foam, Water)
- **\$500 to \$615 per hour**



LEDUC PUBLIC LIBRARY

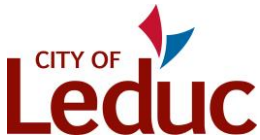
Revenue

- Decrease from Leduc County Library Board due to annexation
- Technology, FFE being funded from library reserves for 2020
- Will continue to charge for business use of meeting rooms, exam proctoring, late/lost fees & photocopying/printing

Expenditures

- Most operating expenses to remain the same as 2019; slight increase in insurance costs
- Service Levels: remain the same in 2020
- Staffing: no increases in hours or positions
- Hours of Operation to remain the same in 2020





COUNCIL INFORMATION ITEM

MEETING DATE: October 28, 2019

SUBMITTED BY: Jennifer Cannon, Director, Finance

PREPARED BY: Gino Damo, Manager, Revenue Services

REPORT TITLE: 2019 Tax Shift Feedback Update for October 28, 2019

EXECUTIVE SUMMARY

Council directed Administration to follow up on the 2019 Tax Shift Feedback report dated September 9, 2019 with suggestions on how to address the seven tax increase concerns that were brought forward. Based on this direction Administration conducted a scan of municipalities across Alberta and Canada to view practices on how property tax increase inquiries are addressed.

Based on the findings, the common theme that Administration found within the practices is that tax relief eligibility is typically based on low income or a targeted approach towards a specific group. The intent of a targeted approach is to retain equity amongst ratepayers. The concerns brought forward are not consistent with a targeted approach and are general in nature. As a result, Administration recommends that the concerns brought forward should be received as information.

BACKGROUND

Administration brought forward the 2019 Tax Shift Feedback report on September 9, 2019 at Committee of the Whole. As a reminder below is the table presented on September 9, 2019. From an assessment standpoint, all the property owners felt that their assessment were representative of market value and fair, however the property owners felt that the property tax increase was significant over the previous year.

Non-Residential

No.	2018 Property Tax	2019 Property Tax	Variance (%)	Comments
1.	\$22,204	\$26,542	20%	Property owner is concerned over the continued property tax increase over the last several years. Assessor adjusted market rental rates to reflect the market which reduced the assessment. Property owner feels assessment is fair after reassessment.
2.	\$6,092	\$6,726	10%	Property owner is concerned over the continued property tax increase over the last several years. Assessor adjusted market rental rates to reflect the market which reduced the assessment. Property owner feels assessment is fair after reassessment.



COUNCIL INFORMATION ITEM

Residential

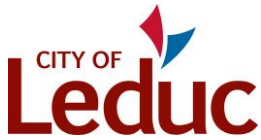
No.	2018 Property Tax	2019 Property Tax	Variance (%)	Comments
3.	\$2,446	\$2,837	16%	Located in North Telford. Property owner feels that the property tax increase is not reciprocal to what they receive in services in the area. Overall neighbourhood has increased based on previous historical market value. Property owner feels assessment is representative of market value and fair.
4.	\$2,163	\$2,310	7%	Located in North Telford. Property owner feels that the property tax increase is not reciprocal to what they receive in services in the area. Overall neighbourhood has increased based on previous historical market value. Property owner feels assessment is representative of market value and fair.
5.	\$3,908	\$4,144	6%	Property owner is concerned with the property tax increases over the last few years. They feel assessment is representative of market value and fair.
6.	\$3,772	\$4,094	9%	Property owner is concerned about the continued property tax increases in relation to their fixed income as a senior. They feel their assessment is fair after talking to the assessor and receiving a reassessment.
7.	\$1,793	\$2,229	24%	Property owner is concerned with the property tax increases over the last few years. This year assessment was updated to reflect market value as it was under assessed previously. Property owner feels current assessment is representative of market value and fair.

MUNICIPAL SCAN

Council tasked Administration to bring forward recommendations on how to address the property owners' tax increase inquiries. A scan was conducted of municipalities across Alberta and Canada to view practices on how property tax increase inquiries are addressed. Of all the municipalities scanned some of the municipalities that Administration found that had policies or programs that dealt with tax concerns were the City of St. Albert, City of Edmonton, the City of Calgary, the City of Greater Sudbury, the City of Belleville, the City of Toronto, the City of Windsor and the City of Ottawa.

Based on the findings, the common theme that Administration found was that eligibility is typically based on low income or a targeted approach towards a specific group. For example. The City of Calgary and the City of Edmonton offer programs for property owners experiencing financial hardship while the City of St. Albert has a detailed Property Tax Relief policy that provides constraints and parameters that are highly applicable and moving forward could be considered.

Overall, it is important to view equitability of taxation as a whole and as shown a targeted approach both retains equitability and assists areas of need.



COUNCIL INFORMATION ITEM

APPLICABLE LEGISLATION

There is very specific legislation within the Municipal Government Act surrounding how taxes can be treated by Council. It is as follows:

The Municipal Government Act (MGA), R.S.A. 2000, Chapter M-26, as amended, Section 347:

(1) Cancellation, reduction, refund or deferral of taxes states if a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- a) Cancel or reduce tax arrears;
- b) Cancel or refund all or part of a tax;
- c) Defer the collection of a tax,

(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

In a similar fashion to its other powers, Council should exercise caution when using the above authority. It is also important to note that in offering a tax break to one property owner(s), the City is, in effect, asking all other taxpayers to subsidize the one receiving the break(s).

NEXT STEPS

Based on the research undertaken, Council may want to consider directing Administration to bring forward a draft policy for Council's consideration in 2020 to address requests for tax cancellation.

ATTACHMENTS

N/A



COUNCIL INFORMATION ITEM

MEETING DATE: October 28, 2019

SUBMITTED BY: Janet Guthrie, Sport Tourism Coordinator

PREPARED BY: Janet Guthrie Sport Tourism Coordinator

REPORT TITLE: Sport Tourism: 2019 Home Hardware Canada Cup and Curling Canada Club Championships

EXECUTIVE SUMMARY

The 2019 Home Hardware Canada Cup will be held Nov 27 - Dec 1 in Sobeys Arena with The Patch being hosted in the Co-op Field House. This event features the top seven men's and women's teams in Canada and is a qualifier for both the Tim Hortons Roar of the Rings which decides Canada's four player-team reps for the 2022 Winter Olympics and the 2020 Continental Cup of Curling.

This is a ticketed event with various packages and individual game tickets to select from. Subject to availability there will be \$15 youth tickets however this offer is not available for advance purchase

The 2019 Curling Canada Club Championships are being held in conjunction with the Home Hardware Canada Cup and runs from Nov 25 – Nov 30 on the Leduc Curling Club Ice. This event is free to watch.

BACKGROUND

2019 Home Hardware Canada Cup (Nov 27-Dec 1)

The Home Hardware Canada Cup fields consists of;

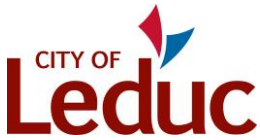
- Kevin Koe
- Brad Jacobs
- Brendan Bottcher
- John Epping
- Brad Gushue
- Glenn Howard
- Chelsea Carey
- Jennifer Jones
- Rachel Homan
- Casey Scheidegger
- Robyn Silvernagle
- Kerri Einarson

The final two teams will be selected on November 11 and will be the top-ranked teams on the Canadian Team Ranking System who haven't already qualified for the tournament.

The competition is a single round-robin format, with the top three teams making the playoffs. The first placed teams will get a bye to the final, while the second and third-place teams will compete in the semi-finals

Draw Times

- Nov 27-30; 9:00 a.m., 2:00 p.m. and 7:00 p.m.
- Dec 1; 12:00 p.m., 5:00 p.m.



COUNCIL INFORMATION ITEM

Draw Highlights

Opening Draws

- Team Koe vs Team Epping
- Team Bottcher vs Team Gushue
- Evening draw is Team Koe vs Team Jacobs

The final Round Robin Draws on Nov 29 will see the following match ups

- Team Koe vs Team Gushue
- Team Jones vs Team Homan

The Patch

There will be daily entertainment in the patch including:

- Autograph sessions, Wednesday through Friday
- Up close and personal sessions will take place on the stage throughout the day.
 - The host will conduct an interview and the audience will have the chance to ask the curlers questions as well.
- Evening entertainment in the Patch
 - Wednesday through Saturday night commencing after the final draw for the event.
 - The headliner band is The Chevelles from Lethbridge. They are a 4-piece Rock n' Roll band who bring back the explosive power and excitement from the 60's, 70's, 80's 90's and beyond.

For the most up to date information about the event please visit the website curling.ca/2019canadacup/

Economic Impact

The Home Hardware Canada Cup will fill nearly 600 room nights between TSN, the athletes and Curling Canada alone. This equates to approximately \$66,000 in revenue for the local hotels. Many individuals will be traveling from across Canada to watch or to volunteer at the event.

Volunteerism

150 volunteers will work nearly 4,000 hours for the event with many of the volunteers. While it costs \$100 to volunteer, each person will receive a jacket, a vest and a shirt valued at \$130 and access to the exclusive volunteer Appreciation Dinner on Tuesday, November 26th. They will also have access to the watch the event when capacity allows.

Television Broadcast

TSN will broadcast 52-56 hours, depending on if a tie breaker is needed. They will concentrate on one games sheet and will provide updates on the other sheets throughout the broadcast. Each of the three daily draws will be televised during the round robin as will both of the final games. TSN will film B-Roll of the community to use during the broadcast as well.



COUNCIL INFORMATION ITEM

In Brandon Manitoba, the TSN audience was over 2.5 million viewers for the entire event. The round robins attracted an average of 144,000 viewers per game with the largest audience occurring on the weekend with 231,000 watching the men's semi-final and 278,000 watching the women's semi-final. 273,000 tuned in for the men's final whereas the women's final drew the largest audience of the event with 380,000 viewers.

The viewership on RDS was just over 100,000 for the event

The largest viewer demographic segments were males 35+ followed by females 35+ and females 50+, then males 50+. There was nearly a 50/50 split between male and female viewers. This closely matches Leduc's demographics.

2019 Canadian Curling Club Championships (Nov 25-30)

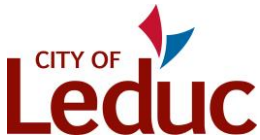
The 11th annual Canadian Curling Club Championships will take place from Nov 25 – 30 on the Leduc Curling Club ice adjacent to the Home Hardware Canada Cup. This event provides an elite national championship experience for the top recreational curlers in Canada. Fourteen men's and fourteen women's teams from across the country will compete for the national champion title. This will be the first time that the event has been held in Alberta and will also be the first time it is being held in conjunction with Home Hardware Canada Cup. To qualify for the championships teams must first win their local club championships. These teams, then play down to determine the provincial/territorial champion (plus Northern Ontario). The provincial/territorial champions will then meet at the Canadian Curling Club Championships to compete for the national title, which is the highest level of event for these curlers.

Games will begin on Monday, November 25. The first draw will take place about 4:00 p.m. followed by the opening ceremonies at 7:15pm. Plans are underway to set up live streaming on two of the sheets throughout the event. The complete game schedule will be posted on the event website curling.ca/2019clubchampionships/

This event will see an additional 455-475 (Approx. \$45,500 - \$47,500) hotel nights booked which will increase the stimulus to the local economy as the athletes and fans for this event will also frequent many Leduc businesses while they are here.

The Canadian Curling Club Championships will leverage the Home Hardware Canada Cup to showcase the curling facility within the LRC with the objective of inspiring new people of all ages and abilities to take up curling.

ATTACHMENTS



COUNCIL REQUEST FOR DECISION

MEETING DATE: October 28, 2019

SUBMITTED BY: S. Davis, City Clerk

PREPARED BY: S. Davis, City Clerk

REPORT TITLE: 2019 to 2020 Council, Committee-of-the-Whole and Strategic Planning Committee Meeting Schedule

EXECUTIVE SUMMARY

At the October 7, 2019, Committee-of-the-Whole meeting, the attached meeting schedule was chosen to be brought forward to the October 28, 2019, Council meeting for Council consideration.

With the recommended technology updates to Council Chambers, and the option of video streaming in the future, it has been suggested that both Committee-of-the-Whole and Council meetings be held in Council Chambers.

RECOMMENDATION

That Council approve the attached Council, Committee-of-the-Whole and Strategic Planning Committee Meeting Schedule for November 2019 to October 2020.

That Council approve holding Council and Committee-of-the-Whole meetings in Council Chambers effective November 1, 2019.

RATIONALE

First Motion: Pursuant to s. 192(1) of the *Municipal Government Act* ("MGA"), City Council: "must hold organizational meetings annually not later than two weeks after the third Monday in October"; and

Pursuant to s.193(1); City Council: "may decide at a council meeting at which all Councillors are present to hold regularly schedule council meetings on specific dates, times and places".

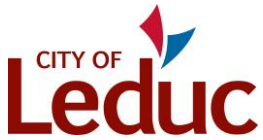
Second Motion: Understanding the purpose of a room is crucial when building in meeting requirements. Having a well-designed meeting space, that has fully considered how meetings will run, help to significantly enhance the meeting experience for Council and attendees. For the purpose of Council meetings, the Lede rooms ("rooms") lack proper lighting, Council and participant microphones and power access. Presenters have no computer on which to access presentations resulting in them having to turn and look at the large screen – this also results in the presenters turning away from the microphone. And Council members do not face participants who are at the back of the rooms.

Council Chambers were designed for one purpose - Council meetings. Participants and guests face Council, can adequately hear presentations and discussions, presenters have their own monitor and microphone. The future technology updates will be taking place in Chambers; however, will not take place in the Lede rooms.

ORGANIZATIONAL IMPLICATIONS

RISK ANALYSIS: FINANCIAL / LEGAL:

Not holding a meeting with organizational business, and not setting dates, times and locations of Council, Committee-of-the-Whole and Strategic Planning Committee meetings, would put the City of Leduc in contravention of the *MGA*.



COUNCIL REQUEST FOR DECISION

IMPLEMENTATION / COMMUNICATIONS:

The meeting schedule will be posted in the Atrium, on the internet and shared on social media.

ALTERNATIVES:

That Council amend the dates and/or times and/or locations of the meetings.

That Council continue to hold Committee-of-the-Whole meetings in the Lede rooms.

ATTACHMENTS

Council, Committee-of-the-Whole and Strategic Planning Committee Meeting Schedule for November 2019 to October 2020.

Committee-of-the-Whole and Strategic Planning Committee meetings are held in the Lede Room

City Council Meetings are held in Council Chambers

City of Leduc Civic Centre, #1 Alexandra Park, Leduc

Date	Committee-of-the-Whole	Regular Council	Strategic Planning Com.
2019			
Monday, November 4	5 pm	7 pm	
Tuesday, November 12 (as approved by Council for Budget)	5 pm	7 pm	
Monday, November 18	5 pm	7 pm	
Monday, December 2	5 pm	7 pm	
Monday, December 9	5 pm		
2020			
Monday, January 13	5 pm	7 pm	
Monday, January 20	5 pm		
Monday, January 27	5 pm	7 pm	
Monday, February 3	5 pm	7 pm	
Monday, February 10	5 pm		
➤ Thursday, February 20			8 am
Monday, February 24	5 pm	7 pm	
Monday, March 9	5 pm	7 pm	
Monday, March 16	5 pm		
Monday, March 23	5 pm	7 pm	
Monday, April 6	5 pm	7 pm	
Monday, April 20	5 pm		
Monday, April 27	5 pm	7 pm	
Monday, May 4	5 pm	7 pm	
Monday, May 11	5 pm		
Monday, May 25	5 pm	7 pm	
Monday, June 8	5 pm	7 pm	
Monday, June 15	5 pm		
Monday, June 22	5 pm	7 pm	
Monday, July 6	5 pm	7 pm	
Monday, August 17	5 pm	7 pm	
Monday, September 14	5 pm	7 pm	
Monday, September 21	5 pm		
Monday, September 28	5 pm	7 pm	
Monday, October 5	5 pm	7 pm	
Monday, October 19	5 pm		
Monday, October 26 ❖ Regular Council Meeting with organizational business	5 pm	7 pm	

➔ Future Strategic Planning Meeting Dates: February 18, 2021



COUNCIL REQUEST FOR DECISION

MEETING DATE: October 28, 2019

SUBMITTED BY: S. Davis, City Clerk

PREPARED BY: S. Davis, City Clerk

REPORT TITLE: Council Appointments for November 2019 to October 2020

EXECUTIVE SUMMARY

In order to meet the requirements set out in s.152(1) of the *Municipal Government Act* and City of Leduc Bylaw No. 493-2001, each year Council must appoint members to the position of Deputy Mayor and to Boards and/or Committees.

RECOMMENDATION

That Council approve the Deputy Mayor Appointments set out in Attachment 1 – Council Appointments for November 2019 to October 2020.

That Council approve the List of Appointments set out in Attachment 1 – Council Appointments for November 2019 to October 2020.

RATIONALE

Pursuant to s.153 of the *Municipal Government Act*, Councillors have a duty to participate in Council meetings, Council Committee meetings and meetings of other bodies to which they are appointed by Council.

Pursuant to the City of Leduc Bylaw 493-2001, the Council Procedures Bylaw:

1. the position of Deputy Mayor shall be one month in duration and scheduled during the annual Organizational Meeting; and
2. members of Council who are appointed to any Advisory Committees, Boards or other bodies established by Council have the responsibility of keeping Council informed of any activities of the Advisory Committees, Boards or other bodies they are appointed to.

ORGANIZATIONAL IMPLICATIONS

RISK ANALYSIS: FINANCIAL / LEGAL:

Council is required by legislation to set Deputy Mayor Appointments and Council Appointments on an annual basis. To not do so would be in direct contravention of the *Municipal Government Act* and City of Leduc Bylaw 493-2001.

ALTERNATIVES:

That Council amend the appointments as set out in Attachment 1.

ATTACHMENTS

Council Appointments for November 2019 to October 2020.



Council Appointments for November 2019 – October 2020

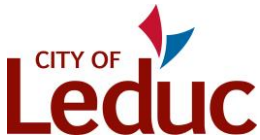
DEPUTY MAYOR APPOINTMENTS	
2019	
November	Councillor Lazowski
December	Councillor Beckett
2020	
January	Councillor Tillack
February	Councillor Hamilton
March	Councillor Hansen
April	Councillor Hamilton
May	Councillor Lazowski
June	Councillor Finstad
July	Councillor Tillack
August	Councillor Finstad
September	Councillor Beckett
October	Councillor Hansen

LIAISON APPOINTMENTS	
Corporate Services	Councillor Lazowski Councillor Hansen
Community & Protective Services	Councillor Finstad Councillor Tillack
Infrastructure & Planning	Councillor Beckett Councillor Hamilton
QUASI-JUDICIAL BOARDS – MUNICIPAL GOVERNMENT ACT REQUIREMENT	
Assessment Review Board	Public Members appointed by City Council
Subdivision & Development Appeal Board	
EMERGENCY MANAGEMENT ACT REQUIREMENT	
Emergency Advisory Committee	Councillor Finstad Councillor Tillack
COUNCIL BOARDS AND COMMITTEES (INTERNAL)	
City of Leduc/Leduc County Inter-Municipal Development Plan Committee (IDP)	Mayor Councillor Finstad Councillor Lazowski
Committee-of-the-Whole	All Council Members
Council Remuneration Committee	Councillor Finstad Councillor Tillack
Family & Community Support Services Advisory Board ("FCSS")	Councillor Hamilton Councillor Tillack (Alternate)
<i>Sub-Committees of FCSS:</i>	
Community Safety Advisory Committee	Councillor Beckett Councillor Tillack (Alternate)
Leduc Community Drug Action Committee	Councillor Beckett Councillor Finstad (Alternate)
Leduc Environmental Advisory Board	Councillor Hansen Councillor Finstad (Alternate)
Naming Committee	Mayor Councillor Tillack
Parks Recreation & Culture Board ("PRC")	Councillor Lazowski Councillor Hansen
<i>Sub-Committees of PRC:</i>	
Citizen Recognition Committee	Councillor Beckett



Council Appointments for November 2019 – October 2020

Grant Application Committee	Councillor Hansen Councillor Tillack Councillor Lazowski
Strategic Planning Committee	All Council Members
Traffic Advisory Committee	Mayor Councillor Tillack
Youth Council Committee	Councillor Hansen Councillor Tillack (Alternate)
EXTERNAL BOARDS AND COMMITTEES	
Alberta Capital Region Wastewater Commission	Councillor Hamilton Councillor Tillack (Alternate)
Airport Tax Sharing Agreement Negotiating Committee	Councillor Finstad Councillor Lazowski
Capital Region Southwest Water Services Commission	Councillor Beckett Councillor Hansen Mayor (Alternate)
City of Leduc Library Board	Councillor Hansen
Edmonton Global	Mayor Councillor Finstad (Alternate)
Edmonton Metropolitan Region Board	Mayor Councillor Finstad (Alternate)
Edmonton Regional Airports Authority – Appointers Committee	Mayor City Manager
Edmonton Regional Waste Advisory Committee (Formerly Capital Region Waste Minimization Committee)	Councillor Finstad Councillor Lazowski (Alternate)
Leduc Downtown Business Association	Councillor Finstad Councillor Lazowski (Alternate)
Leduc & District Regional Waste Management Authority	Councillor Lazowski Councillor Hamilton (Alternate)
Leduc Foundation	Councillor Hamilton
Leduc Regional Chamber of Commerce Executive	Councillor Hamilton Councillor Hansen (Alternate)
Maclab Centre for the Performing Arts	Councillor Beckett Councillor Tillack (Alternate)
City of Edmonton, Leduc County, City of Leduc and Edmonton Regional Airports Authority Inter-Jurisdictional Cooperation Accord Oversight Committee	Mayor City Manager
Regional Transit Services Transition Team	Mayor
CIVIC CENTRE ACTIVITIES	
Student Activities & Tours	Mayor Councillor Tillack Councillor Beckett



COUNCIL REQUEST FOR DECISION

MEETING DATE: October 28, 2019

SUBMITTED BY: S. Olson, Director, Engineering

PREPARED BY: K. Wilkin, Engineering Project Manager

REPORT TITLE: Bylaw No. 1033-2019 – Amendment to Bylaw No. 557-2004 – Train Whistling Bylaw (2nd and 3rd Readings)

EXECUTIVE SUMMARY

To amend the existing City of Leduc Train Whistling Bylaw 557-2004 with the City of Leduc Train Whistling Bylaw Amendment 1033-2019 as presented.

RECOMMENDATION

That Council gives Bylaw No. 1033-2019 second reading.

That Council gives Bylaw No. 1033-2019 third reading.

RATIONALE

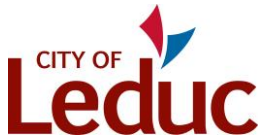
In 2004, Council approved the City of Leduc Train Whistling Bylaw 557-2004 which prohibited the use of a train whistle at any crossing within City limits along the CP Rail mainline (North-South) Tracks, unless required in an emergency situation. Following improvements at two existing crossings along the Breton Spur (East-West) in 2017, Administration presented the City of Leduc Train Whistling Bylaw Amendment 952-2017 to Council. This amendment added two CP Rail grade crossings, Grant MacEwan Boulevard and Alton Drive, to the current Train Whistling Bylaw.

Administration is currently working with CP Rail to construct a new grade crossing along the mainline track at Pioneer Road. This crossing will allow the development of Pioneer Road, an arterial roadway that will in the future provide a connection from Highway 2A to the Spine Road, further improving the City's transportation network. As this crossing will be immediately adjacent to current and future residential development, Administration has ensured the design of the crossing meets the requirements for whistle cessation.

Under Transport Canada's process for whistle cessation, the municipality that the crossings fall under must provide public notice of its intent and pass a resolution to proceed with whistle cessation. Once this requirement has been met, the railroad authority has 30 days to implement the required changes to prevent whistling at Pioneer Road grade crossings. The existing Train Whistling Bylaw 557-2004, was created in order to proceed with whistle cessation of the existing Leduc Main Line crossings. In order to proceed with whistle cessation, the City of Leduc must update its current Train Whistling Bylaw to include the Boundary Road grade crossing.

The Railway Safety Act - R.S.C., 1985, c. 32 (4th Supp.) (Section 23.1) provides municipalities the ability to prevent the use of train whistles within areas that meet the prescribed requirements. This is applicable provided the municipality has passed a resolution that it agrees train whistles should not be used and the rail authority agrees the crossing meets the prescribed requirements. Alternatively, should the rail authority not agree, the Minister of Transportation may decide that the area meets the prescribed requirements and the use of whistles does not fall under the prescribed exceptions.

ORGANIZATIONAL IMPLICATIONS



COUNCIL REQUEST FOR DECISION

ADMINISTRATION:

No impacts to Administration.

RISK ANALYSIS: FINANCIAL / LEGAL:

As noted, for a train crossing to qualify for whistle cessation, it must be designed and constructed to meet minimum safety standards. Inclusion of those safety standards mitigates the risk occasioned by the lack of whistle use. Further, as part of the whistle cessation agreement with CP Rail, CP obtains a \$25 million liability insurance on behalf of CP and the City, further mitigating financial risk to the City. The additional insurance premiums, approximately \$670 per year, is then shared between both parties. The City would be responsible for an ongoing expenditure of \$335 per year for the term of the cessation agreement. The first year of the premiums would be covered under the Southeast Boundary Road Project (075.058), with subsequent years being added to Public Services CPR Crossing Agreement Operating Budget.

If we are compliant with our obligation under the Railway Safety Act and the rail operator continues to whistle in contravention of our bylaw, the most effective way to enforce this would be to commence an application with the Canadian Transportation Agency to compel the rail company to comply.

IMPLEMENTATION / COMMUNICATIONS:

As per Section 23.1 of the Railway Safety Act, the municipality must notify each relevant association or organization and give public notice of its intent to pass a resolution. The associations and organizations declared relevant by the Minister of Transport were notified on August 29th, 2019 and a public notice was placed in the Leduc Rep on Friday, September 27th. Upon passing of the resolution, Administration will provide CP Rail with a copy of the resolution and notices; this will begin the 30 day timeline for CP Rail to implement the no whistle zone.

ALTERNATIVES:

- That Council direct Administration to consider different options and return with a new amendment.

ATTACHMENTS

1. Proposed Bylaw 1033-2019 Train Whistling Bylaw Amendment
2. Excerpt of Section 23.1 of Railway Safety Act - R.S.C., 1985, c. 32 (4th Supp.)
3. Figure 1: Pioneer Road

Bylaw No. 1033-2019

PAGE 1

A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 557-2004 TRAIN WHISTLING BYLAW

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended, provides that the Council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

AND, in accordance with the Act, Council finds it desirable to amend Bylaw 557-2004;

THEREFORE, the Council of the City of Leduc in the Province of Alberta duly assembled, hereby enacts as follows:

That Bylaw 557-2004 shall be amended as follows:

1. Schedule A is deleted and substituted with the attached Schedule A.
2. This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS ____ DAY OF _____, AD 2019.

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____ AD 2019.

READ A THIRD TIME IN COUNCIL THIS ____ DAY OF _____, AD 2019.

Bob Young
MAYOR

Sandra Davis
CITY CLERK

Date Signed

Bylaw No. 1033-2019

PAGE 2

Schedule A

1. Vehicle / Pedestrian Crossing (Mile 80.06 Leduc Subdivision) – 65 Avenue, 112 meters East of Sparrow Drive;
2. Vehicle / Pedestrian Crossing (Mile 79.03 Leduc Subdivision) – 50 Avenue, 20 meters East of 47 Street;
3. Pedestrian Crossing (Mile 78.75 Leduc Subdivision) – 46 Avenue, 27 meters East of 47 Street;
4. Vehicle / Pedestrian Crossing (Mile 78.53 Leduc Subdivision) – Black Gold Drive, 33 meters West of 46 Street;
5. Vehicle / Pedestrian Crossing (Mile 78.03 Leduc Subdivision) – Rollyview Road, 65 meters East of 50 Street;
6. Vehicle / Pedestrian Crossing (Mile 77.00 Leduc Subdivision – Pioneer Road, 58 meters East of Highway 2A;
7. Vehicle / Pedestrian Crossing (Mile 1.86 Breton Subdivision) – Grant MacEwan Boulevard, 147 meters North of Windrose Drive;
8. Vehicle / Pedestrian Crossing (Mile 1.67 Breton Subdivision) – Alton Drive, 81 meters South of William Bell Drive.

Interpretation

(6) Despite this section, this Act is not deemed to be administered in whole or in part by the Agency for the purpose of section 37 of the *Canada Transportation Act*.

R.S., 1985, c. 32 (4th Supp.), s. 23; 1999, c. 9, s. 17; 2012, c. 7, s. 15; 2015, c. 31, s. 21.

Audible Warnings**Use of whistles**

23.1 (1) No person shall use the whistle on any railway equipment in an area within a municipality if

- (a)** the area meets the requirements prescribed for the purposes of this section; and
- (b)** the government of the municipality by resolution declares that it agrees that such whistles should not be used in that area and has, before passing the resolution,
 - (i)** consulted the railway company that operates the relevant line of railway,
 - (ii)** notified each relevant association or organization, and
 - (iii)** given public notice of its intention to pass the resolution.

Ministerial decision

(2) The Minister may decide whether the area meets the prescribed requirements and the Minister's decision is final.

Exceptions

(3) Despite subsection (1), the whistle may be used if

- (a)** there is an emergency;
- (b)** any rules in force under section 19 or 20 or any regulations require its use; or
- (c)** a railway safety inspector orders its use under section 31.

1999, c. 9, s. 18; 2015, c. 31, s. 22.

Interprétation

(6) Malgré l'article 37 de la *Loi sur les transports au Canada*, le présent article n'a pas pour effet de charger l'Office de l'application, en tout ou en partie, de la présente loi.

L.R. (1985), ch. 32 (4^e suppl.), art. 23; 1999, ch. 9, art. 17; 2012, ch. 7, art. 15; 2015, ch. 31, art. 21.

Avertissement audible**Sifflet**

23.1 (1) Il est interdit d'utiliser le sifflet d'un train sur toute partie du territoire d'une municipalité lorsque les conditions suivantes sont réunies :

- a)** le territoire est conforme aux règlements pris pour l'application du présent article;
- b)** l'administration municipale a, par résolution, manifesté son accord concernant l'interdiction du sifflet après avoir consulté la compagnie de chemin de fer qui exploite la voie ferrée, notifié les organisations intéressées et fait publier un avis à cet effet.

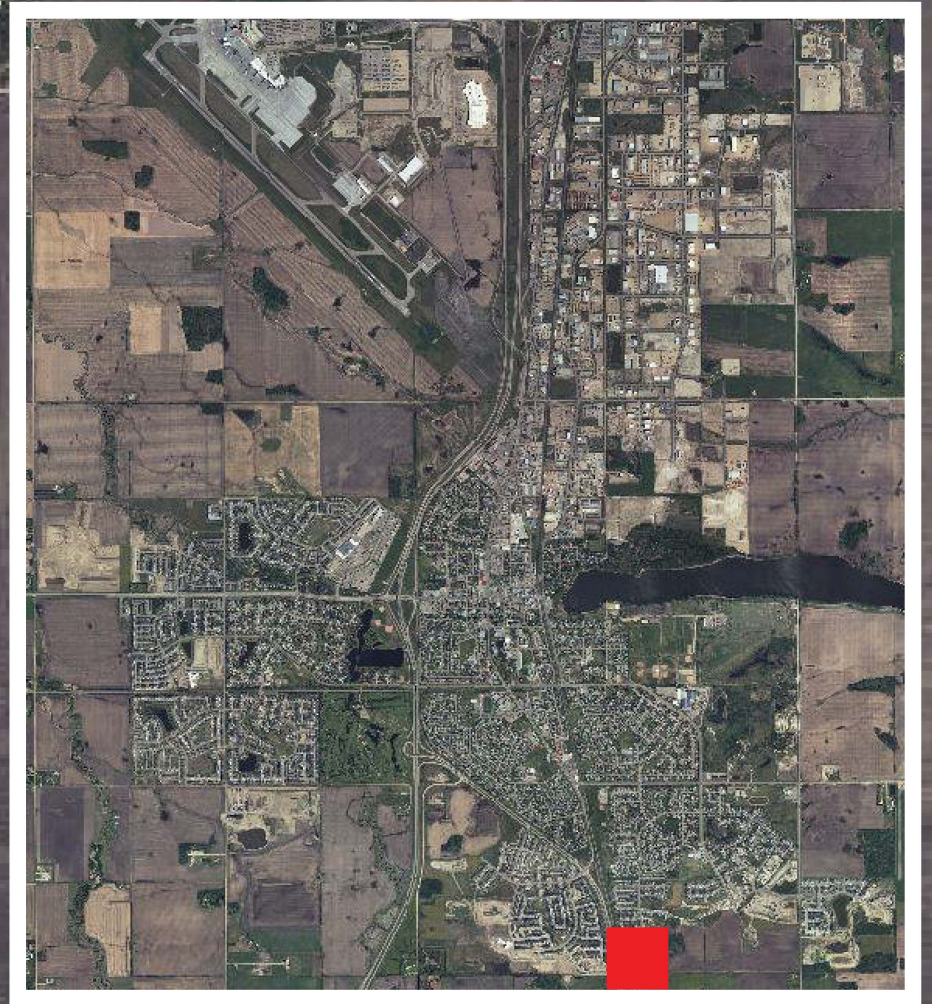
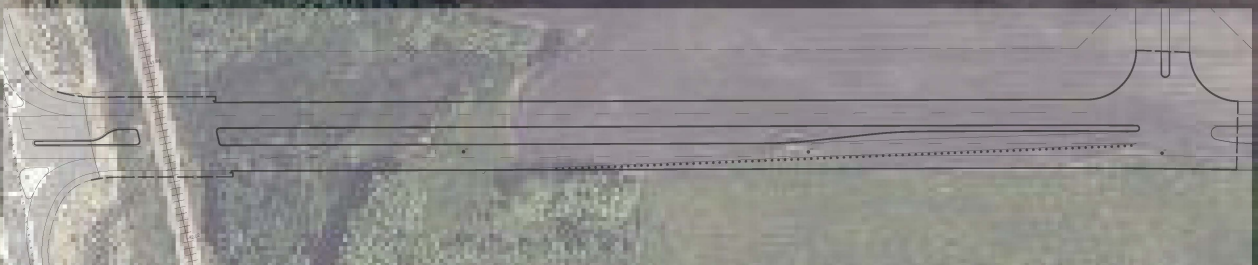
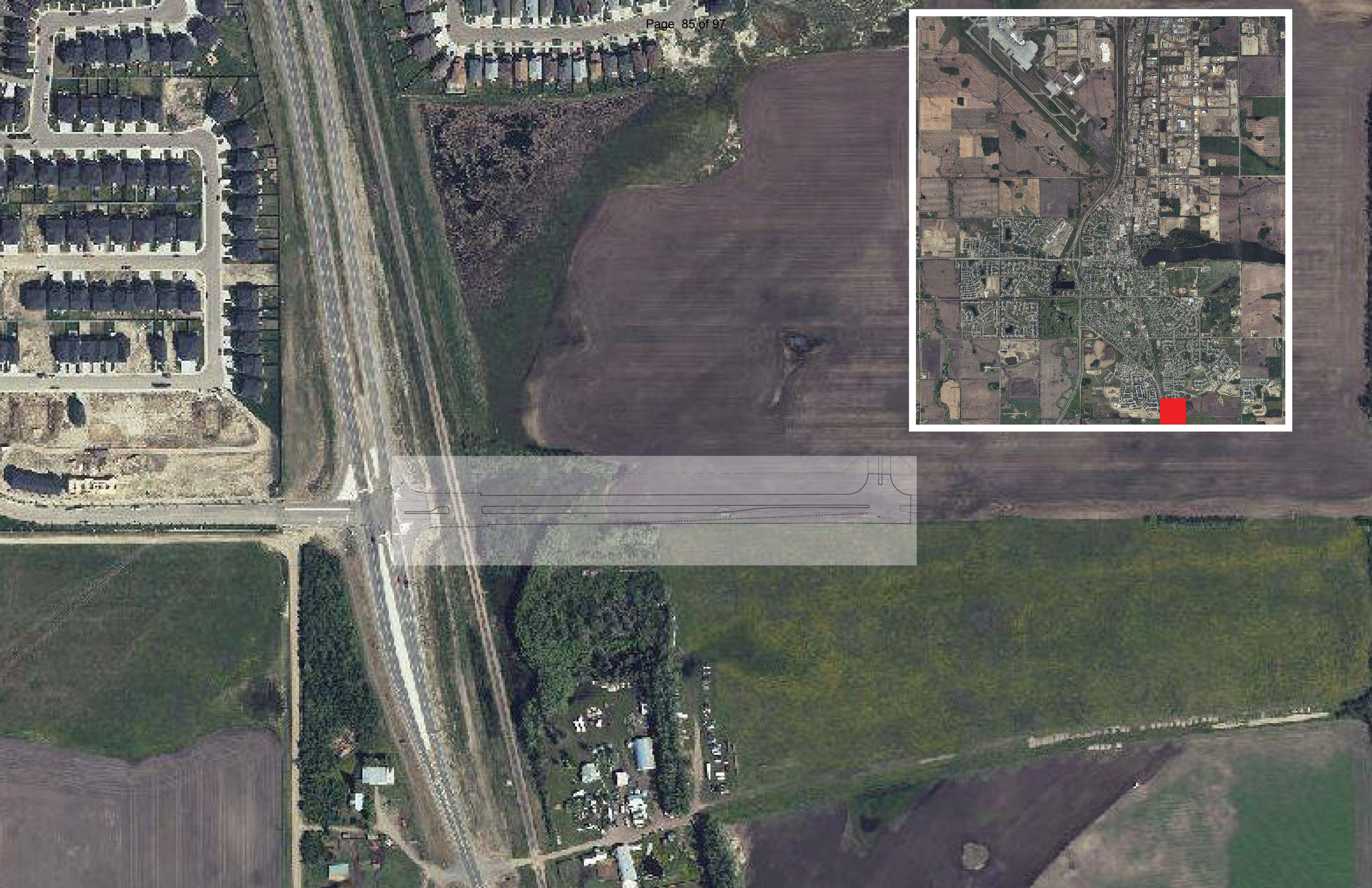
Décision du ministre

(2) Le ministre peut statuer sur la conformité de la partie du territoire avec les règlements, et sa décision est définitive.

Exceptions

(3) Malgré le paragraphe (1), l'opérateur du train peut utiliser le sifflet dans une situation d'urgence, lorsque les règles en vigueur sous le régime des articles 19 ou 20 ou les règlements l'exigent ou lorsque l'inspecteur de la sécurité ferroviaire l'exige en application de l'article 31.

1999, ch. 9, art. 18; 2015, ch. 31, art. 22.





COUNCIL REQUEST FOR DECISION

MEETING DATE: October 28, 2019

SUBMITTED BY: S. Olson, Director, Engineering

PREPARED BY: K. van Steenoven, Manager, Capital Projects and Development

REPORT TITLE: Bylaw No. 1034-2019 – Amendment to Bylaw No. 846-2014 Speed Bylaw (2nd and 3rd Readings)

EXECUTIVE SUMMARY

To add newly constructed and named roads into the Speed Bylaw. This includes Pioneer Road and the extension of Caledonia Drive with their associated speed limits of 60 km/hr and 50 km/hr respectively and Lede Drive's speed limit of 30 km/hr. Also corrects inconsistencies between the Bylaw text and attached Appendix along Rollyview Road, 48th Avenue and 50th Avenue.

RECOMMENDATION

That Council give Bylaw No. 1034-2019 second reading.

That Council give Bylaw No. 1034-2019 third reading.

RATIONALE

Pioneer Road and Caledonia Drive extension were approved in the 2019 budget and construction is underway. Lede Park road was constructed and given its name in 2018. With the completion of these projects these new sections of road will be open to public traffic and as such the speed bylaw needs to be updated to include the associated speed limits.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

This modification will increase the amount of roadway within the Speed Bylaw that will require enforcement.

RISK ANALYSIS: FINANCIAL / LEGAL:

The Traffic Safety Act, R.S.A. 2000, Chapter T-6, as amended, grants a municipality the authority to prescribe maximum speeds or minimum speeds of all or any part of any highway or roadway within their jurisdiction.

The existing Speed Bylaw (846-2014) prescribes speed limits on highways in the municipal boundaries in the City of Leduc. To make the proposed changes to the speed zones, the Bylaw must be amended by Council.

There will be nominal costs associated with acquiring and installing the necessary signage that is already incorporated into the approved capital budget for construction of Pioneer Road in 2019.

IMPLEMENTATION / COMMUNICATIONS:

Implementation of the new speeds will be implemented in conjunction with the completion of construction of Pioneer Road and the Caledonia Drive extension.

ALTERNATIVES:

That Council request a lower speed on Pioneer Road and that Bylaw 1034-2019 be modified to reflect this direction before second and third reading.



COUNCIL REQUEST FOR DECISION

ATTACHMENTS

Bylaw No. 846-2014 – Speed Bylaw

Bylaw No. 1034-2019 – Amendment to Bylaw 846-2014 Speed Bylaw

Consolidation of Bylaw No. 846-2014

CITY OF LEDUC

SPEED BYLAW

Adoption March 25, 2014

As Amended By:

Bylaw No. 960-2017 adopted September 11, 2017

This Consolidation is not an Official Bylaw. It is prepared by the City Clerk's Office for assistance only.
Copies of the Official Bylaw(s) may be purchased from the City Clerk's Office.
This Consolidated Bylaw was authorized pursuant to Bylaw No. 389-97.

**Bylaw No. 846-2014
SPEED BYLAW**

PAGE 1

Code 04/10

A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO PRESCRIBE SPEED LIMITS ON HIGHWAYS OR ROADWAYS IN THE MUNICIPAL BOUNDARIES

The *Traffic Safety Act*, R.S.A. 2000, Chapter T-6, as amended (the "Act"), grants a municipality the authority to prescribe maximum speeds or minimum speeds of all or any part of any highway or roadway within the City of Leduc.

AND, in accordance with the Act, Council finds it desirable to pass a Bylaw pursuant to the Act;

THEREFORE, the Council of the City of Leduc in the Province of Alberta duly assembled, hereby enacts as follows:

PART I: BYLAW TITLE

1. This bylaw shall be known as the "Speed Bylaw".

PART II: DEFINITIONS

- Alley: a narrow highway intended chiefly to give access to the rear of buildings and parcels of land.
- City: means the municipal corporation of The City of Leduc and its duly authorized representatives or the geographic area contained within the boundaries thereof, as the context requires.
- Highway: any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles.

PART III: APPLICATION

SPEED

1. Maximum speed on all Highways shall be 50 kilometres per hour (km/hr) except as listed below and illustrated on Schedule A of this Bylaw.

Bylaw No. 846-2014
SPEED BYLAW

PAGE 2

Code 04/10

-
- a) 20km/hr
 - i) On all Alleys within the City.

 - b) 30 km/hr
 - i) 50 Avenue between 50 Street to 46 Street.
 - ii) Any Highway within William F. Lede Park and Alexandra Park.
 - iii) 52 Street to 57 Avenue from 25 metres south of 52 Avenue to 200 metres west of 50 Street.

 - c) 60 km/hr
 - i) 50 Avenue between Deer Creek Crossing and the western boundary of the City. **Amended – Bylaw No. 960-2017, Adopted September 11, 2017.**
 - ii) 45 Street between 56 Avenue and Allard Avenue.

 - d) 70 km/hr
 - i) 65 Avenue between 39 Street and the eastern boundary of the City.
 - ii) 65 Avenue between Range Road 252 and the western boundary of the City.
 - iii) Highway 2 West Service Road between 65 Avenue and 50 Avenue.
 - iv) 38th Ave between the western boundary of the City and 800 meters east of the western boundary of the City. **Amended – Bylaw No. 960-2017, Adopted September 11, 2017.**
 - v) Hwy 2A
 - vi) Sparrow Drive from 700 metres north of 65 Avenue to Airport Road.
 - vii) 43 Street between Allard Avenue and 42 Street.
 - viii) 42 Street between 43 Street and Airport Road.
 - ix) Grant MacEwan Boulevard between Bridgeport Gate and 65 Avenue.
 - x) Range Road 254 between 65 Avenue and the southern boundary of the City.
 - xi) Rollyview Road between 225 metres east of C.W. Gaetz Road and 560 metres east of C.W. Gaetz Road.

 - e) 100 km/hr
 - i) 50 Avenue between 500 metres east of the western boundary of the City and the western boundary of the City.
 - ii) Rollyview Road between 560 metres east of C.W. Gaetz Road and the western boundary of the City.

**Bylaw No. 846-2014
SPEED BYLAW**

PAGE 3

Code 04/10

PART IV: INTERPRETATION

2. Unless otherwise specifically noted all maximum speeds apply to travel in each direction on the Highway described.
3. If there is an inconsistency between Section 1 of this Bylaw and Schedule A, Schedule A is of no force and effect to the extent of the inconsistency.

PART V: SEVERABILITY

4. If at any time any provision of this Bylaw is declared or held to be illegal, invalid or ultra vires, in whole or in part, then that provision shall not apply and the remainder of this Bylaw shall continue in full force and effect and shall be construed as if it had been enacted without the illegal, invalid or ultra vires provision.

PART VI: REPEAL

5. Bylaw No. 547-2003, the Speed Bylaw, is repealed.

PART VII: ENACTMENT

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS 10TH DAY OF FEBRUARY, AD 2014.

READ A SECOND TIME IN COUNCIL THIS 24TH DAY OF FEBRUARY, AD 2014.

**Bylaw No. 846-2014
SPEED BYLAW**

PAGE 4

Code 04/10

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS 24TH DAY OF MARCH, AD 2014.

'original signed'

**Greg Krischke
MAYOR**

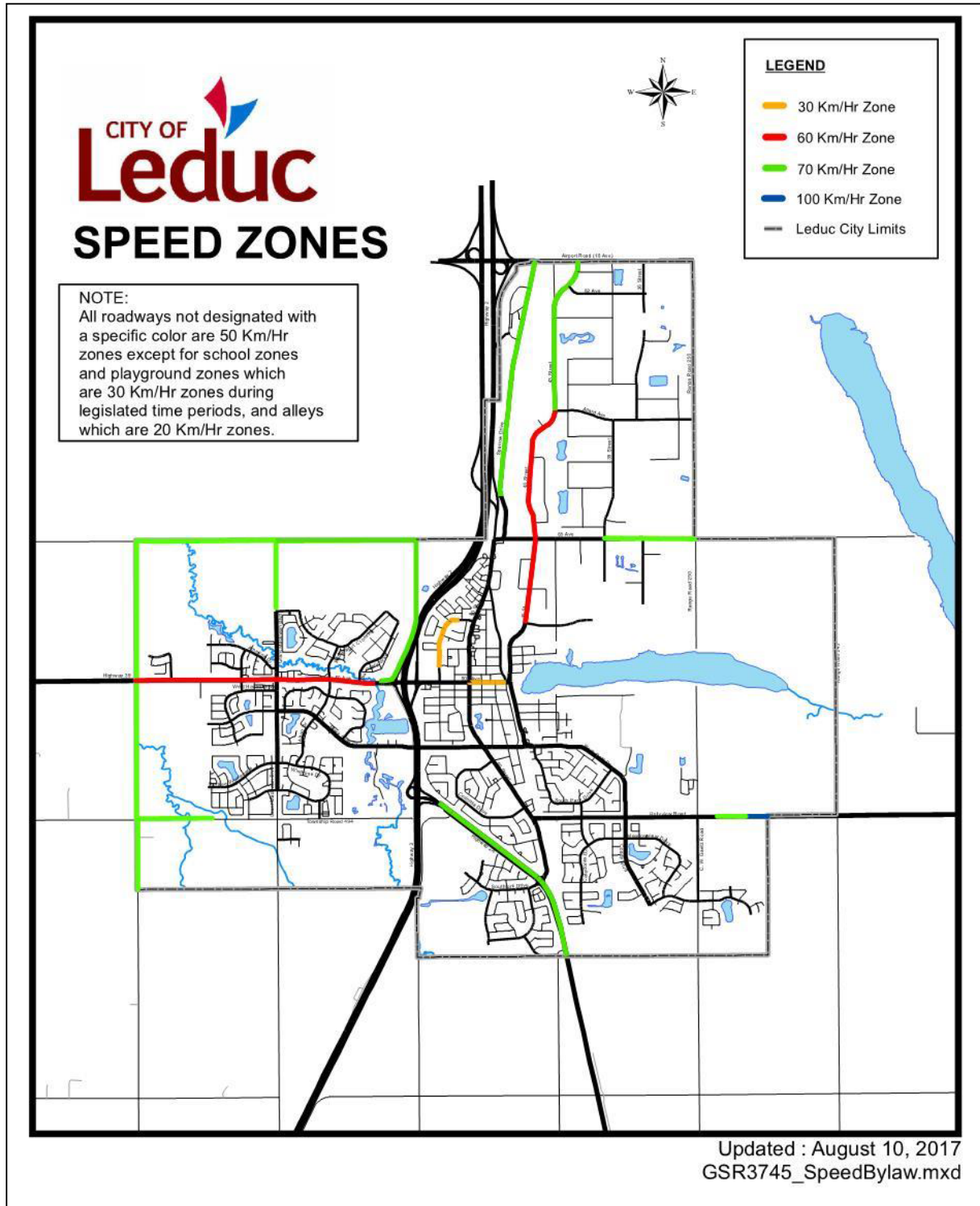
'original signed'

**Paul Benedetto
CITY MANAGER**

March 25, 2014
Date Signed

Bylaw No. 846-2014 SPEED BYLAW

Schedule A



Amended – Bylaw No. 960-2017, Adopted September 11, 2017.

ILLUSTRATION ONLY

Bylaw No. 1034-2019

PAGE 1

A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 846-2014 SPEED BYLAW

WHEREAS the *Traffic Safety Act*, R.S.A. 2000, Chapter T-6, as amended, grants a municipality the authority to prescribe maximum speeds or minimum speeds of all or any part of any highway or roadway within the City of Leduc.

AND, in accordance with the Act, Council finds it desirable to amend Bylaw 846-2014

THEREFORE, the Council of the City of Leduc in the Province of Alberta duly assembled, hereby enacts as follows:

The Speed Bylaw No. 846-2014 is hereby amended:

(a) By adding the following to section 1(b):

- iv) Lede Drive between 48th Ave and Black Gold Drive*
- v) 48 Avenue between 44 Street and Lede Drive*

(b) by adding to section 1(c) the following:

- iii) Pioneer Road between Hwy 2A and Caledonia Drive*

(c) By replacing section 1(e) with the following:

- e) 100 km/hr*
 - ii) Rollyview Road between 560 metres east of C.W. Gaetz Road and the eastern boundary of the City.*

(d) By replacing Schedule "A" with Schedule "A" as attached to this Bylaw 1034-2019.

Bylaw No. 1034-2019

PAGE 2

READ A FIRST TIME THIS _____ DAY OF _____ 2019.

READ A SECOND TIME THIS _____ DAY OF _____, 2019.

READ A THIRD TIME THIS _____ DAY OF _____, 2019.

SIGNED AND PASSED THIS _____ DAY of _____, 2019.

Bob Young
MAYOR

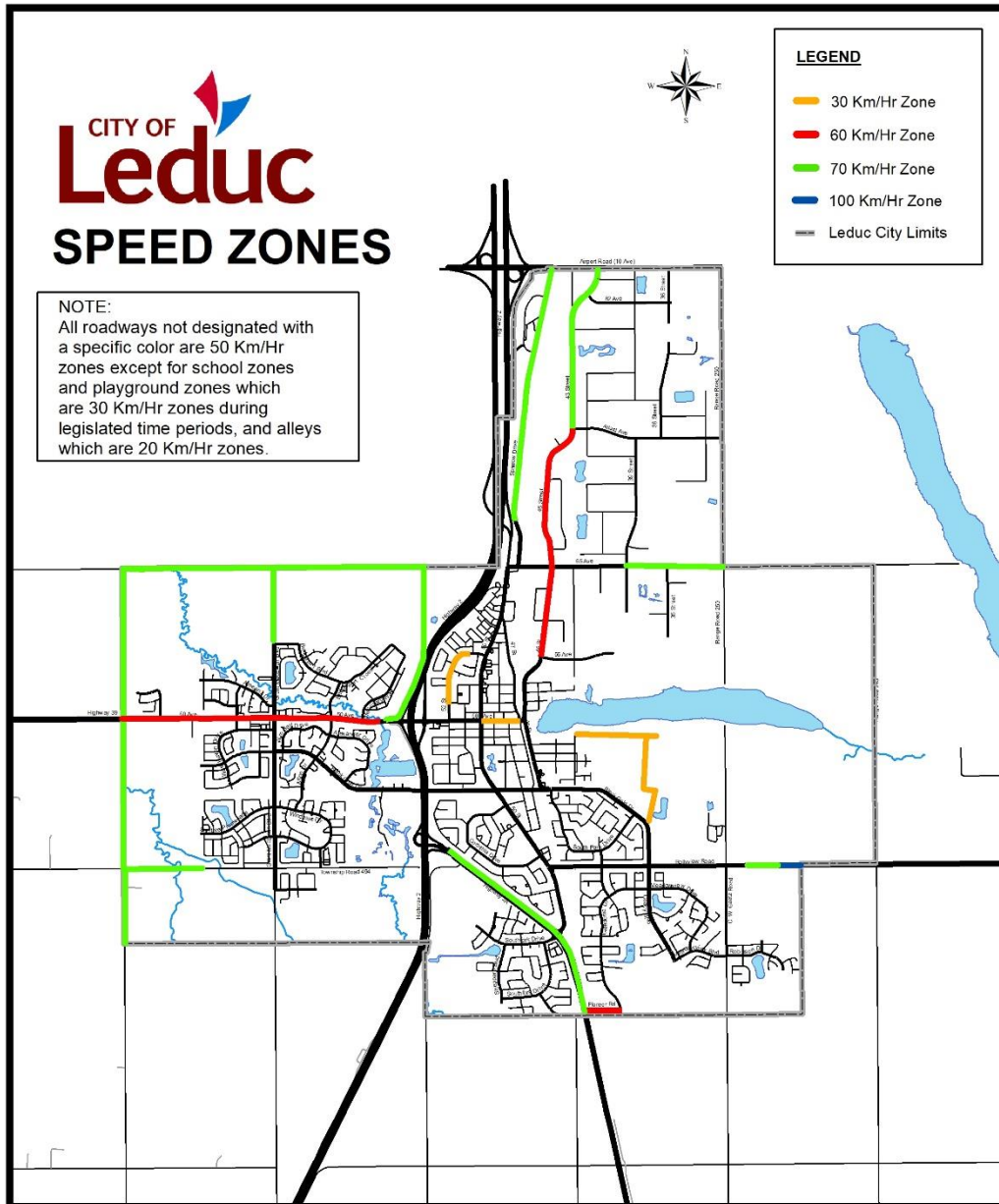
Paul Benedetto
CITY MANAGER

Date Signed

Bylaw No. 1034-2019

PAGE 3

Schedule A



Updated : August 15, 2019
GSR3745_SpeedBylaw.mxd



Office of Mayor Young

Mayor's Report

September 29 - October 12, 2019

September 29

- LRC 10 year celebration – Free Access Day

October 3

- Telford Lake Grand Opening

October 4

- Regional Energy Corridors Advocacy Strategy meeting
- SISB Task Force Meeting

October 5

- Ribbon Cutting – Grand Reopening of Birch Accounting & Tax Services

October 10

- EMRB meeting – Edmonton
- Edmonton Global Shareholder Mid-Year Update
- LRC 10 year celebration

October 12

- Wetaskiwin Mayor's Prayer Breakfast

Approved by Mayor Bob Young