

CITY COUNCIL

AGENDA

Monday, May 11, 2020 – Council Chambers, City Hall

Call to Order:	1:30 PM
Recess:	5:00 PM to 6:00 PM

1. IN CAMERA

1.1. Motion to In Camera

1.1.a. Westerner - FOIP 27(1)(a) Privileged information

1.2. Motion to Revert to Open

2. MINUTES

2.1. Confirmation of the Minutes of the April 27, 2020 Regular Council Meeting

(Agenda Pages 1 – 6)

2.2. Confirmation of the Minutes of the April 30, 2020 Special Council Meeting

(Agenda Pages 7 – 12)

2.3. Confirmation of the Minutes of the May 4, 2020 Special Council Meeting

(Agenda Pages 13 – 16)

3. REPORTS

3.1. Financial Update on Impact of COVID-19

(Agenda Pages 17 – 23)

- 3.2. Revised Organizational Structure
(Agenda Pages 24 – 25)
- 3.3. Revised Council Meeting Schedule
(Agenda Pages 26 – 28)
- 3.4. Electric Light & Power Code of Conduct Annual Compliance Report
(Agenda Pages 29 – 31)
- 3.5. Community Housing Advisory Board (CHAB) Recommendation - Permanent Supportive Housing - Moving Costs Update
(Agenda Pages 32 – 35)
- 3.6. Community Housing Advisory Board (CHAB) Recommendation - Red Deer Native Friendship Society Request to Transfer Funds
(Agenda Pages 36 – 39)

4. BYLAWS

- 4.1. Repeal of Annual Supplementary Assessment Bylaw Bylaw 3651/2020
(Agenda Pages 40 – 42)
 - 4.1.a. Consideration of First Reading of the Bylaw
 - 4.1.b. Consideration of Second Reading of the Bylaw
 - 4.1.c. Motion for Permission to go to Third Reading of the Bylaw
 - 4.1.d. Consideration of Third Reading of the Bylaw
- 4.2. Bylaw 3546/A-2020 Tax Penalty Bylaw
(Agenda Pages 43 – 51)
 - 4.2.a. Consideration of First Reading of the Bylaw
 - 4.2.b. Consideration of Second Reading of the Bylaw
 - 4.2.c. Motion for Permission to go to Third Reading of the Bylaw
 - 4.2.d. Consideration of Third Reading of the Bylaw

4.3. Tax Rate Bylaw 3648/2020

(Agenda Pages 52 – 71)

4.3.a. Consideration of First Reading of the Bylaw

5. ADJOURNMENT



UNAPPROVED - MINUTES

**of the Red Deer City Council Regular Meeting
held on, Monday, April 27, 2020
commenced at 1:31 P.M.**

Present: Mayor Tara Veer
Councillor Buck Buchanan
Councillor Michael Dawe
Councillor Tanya Handley
Councillor Vesna Higham
Councillor Ken Johnston
Councillor Lawrence Lee
Councillor Frank Wong
Councillor Dianne Wyntjes

City Manager, Allan Seabrooke
Director of Communications & Strategic Planning, Julia Harvie-Shemko
Director of Community Services, Sarah Tittermore
Director of Corporate Services, Lisa Perkins
Director of Development Services, Kelly Kloss
Director of Human Resources, Kristy Svoboda
Director of Planning Services, Tara Lodewyk
Director of Protective Services, Paul Goranson
City Clerk, Frieda McDougall, in person attendance
Deputy City Clerk, Samantha Rodwell, in person attendance
Chief Financial Officer, Dean Krejci
Revenue & Assessment Manager, Joanne Parkin
Financial Analyst, Katie Barron

With the exceptions as noted above, all participants attended the meeting electronically

**I. IN CAMERA****I.1. Motion to In Camera**

Moved by Councillor Frank Wong, seconded by Councillor Tanya Handley

Resolved that Council of The City of Red Deer hereby agrees to enter into an In-Camera meeting of Council on Monday, April 27, 2020 at 1:32 p.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public;
- And all non-related staff members

to discuss the following:

- Planning Matter – FOIP 24(1)(a) Advice from officials
- State of Local Emergency – FOIP 24(1)(a) Advice from officials

IN FAVOUR:

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

The following people were in attendance for all In Camera items:

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

City Manager Allan Seabrooke, Director of Planning Services Tara Lodewyk, City Clerk Frieda McDougall, Deputy City Clerk Samantha Rodwell

**1.2. Planning Matter – FOIP 24(1)(a) Advice from officials****1.3. State of Local Emergency – FOIP 24(1)(a) Advice from officials**

The following additional people were in attendance for this In Camera item:

Director of Communications & Strategic Planning Julia Harvie-Shemko, Director of Community Services Sarah Tittlemore, Director of Corporate Services Lisa Perkins, Director of Development Services Kelly Kloss, Director of Human Resources Kristy Svoboda, Director of Protective Services Paul Goranson

1.4. Motion to Revert to Open

Moved by Councillor Michael Dawe, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Monday, April 27, 2020 at 2:19 p.m.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Council recessed at 2:20 p.m. and reconvened at 2:25 p.m.

2. MINUTES**2.1. Confirmation of the Minutes of the April 14, 2020 Council Meeting**

Moved by Councillor Vesna Higham, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer hereby approves the Minutes of the April 14, 2020 Regular Council Meeting as transcribed.



IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

3. REPORTS

3.1. 2020 Adopted Operating Budget

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer having considered the report from Financial Services dated April 27, 2020 re: 2020 Adopted Operating Budget hereby approves the 2020 Adopted Operating Budget.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Vesna Higham

MOTION CARRIED

3.2. MuniSERP Program

Council received the report for information.

3.3. 2019 Annual Financial Report

Following the presentation of the 2019 Annual Financial Report, Ms. Robyn Eeson and Ms. Caitlyn Cox with KPMG, The City's external auditors, spoke to the 2019 Audit findings and answered questions of Council.



Moved by Councillor Ken Johnston, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the report from Financial Services dated April 27, 2020 re: 2019 Annual Financial Statements hereby agrees to:

1. Accept the 2019 financial statements and annual financial report for distribution to the public and other interested parties
2. Authorize the Mayor and one Councillor from the Audit Committee to sign the 2019 financial statements on behalf of Council
3. Authorize administration to forward the 2019 financial statements to Alberta Municipal Affairs, Alberta Capital Finance Authority, and Alberta Health Services by May 1, 2020 in accordance with the Municipal Government Act (MGA).

IN FAVOUR:

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

3.4. State of Local Emergency (SoLE) for COVID-19 Pandemic

Council received the report for information.

4. BYLAWS

**4.1. Business Improvement Area Tax Bylaw
Bylaw 3196/A-2020**

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong

FIRST READING: That Bylaw 3196/A-2020 (an amendment to the Business Improvement Area Tax Bylaw to provide a business assessment for properties within the City of Red Deer's Business Improvement Area) be read a first time.



The following tabling motion was then introduced:

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer hereby agrees to table Bylaw 3196/A-2020 an amendment to the Business Improvement Area Tax Bylaw for up to two weeks to allow the Downtown Business Association (DBA) to convene to review their budget for reductions and for administration to bring back a subsequent report in this regard.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO TABLE CARRIED

5. ADJOURNMENT

Moved by Councillor Buck Buchanan, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer hereby agrees to adjourn the Monday, April 27, 2020 Regular Council Meeting of Red Deer City Council at 5:15 p.m.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Michael Dawe, Councillor Tanya Handley, Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

MAYOR

CITY CLERK



UNAPPROVED - MINUTES

**of the Red Deer Special Council Meeting
held on, Thursday, April 30, 2020
commenced at 1:00 P.M.**

Present: Mayor Tara Veer
Councillor Michael Dawe
Councillor Tanya Handley
Councillor Vesna Higham
Councillor Ken Johnston
Councillor Lawrence Lee
Councillor Frank Wong
Councillor Dianne Wyntjes

City Manager, Allan Seabrooke
Director of Communications & Strategic Planning, Julia Harvie-Shemko
Director of Community Services, Sarah Tittermore
Director of Corporate Services, Lisa Perkins
Director of Development Services, Kelly Kloss
Director of Planning Services, Tara Lodewyk
City Clerk, Frieda McDougall, in person attendance
Deputy City Clerk, Samantha Rodwell, in person attendance
City Solicitor, Michelle Baer
Revenue & Assessment Services Manager, Joanne Parkin

Absent: Councillor Buck Buchanan

With the exceptions as noted above, all participants attended the meeting electronically



I. BYLAWS

I.1. Business Improvement Area Tax Bylaw Bylaw 3196/A-2020

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to lift from the table consideration of the Business Improvement Area Tax Bylaw 3196/A-2020.

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO LIFT FROM THE TABLE CARRIED

2. IN CAMERA MEETING

2.1. Motion to go In Camera

Moved by Councillor Frank Wong, seconded by Councillor Tanya Handley

Resolved that Council of The City of Red Deer hereby agrees to enter into an In-Camera meeting of Council on Thursday, April 30, 2020 at 1:00 p.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public;
- And all non-related staff members

to discuss the following:

- Business Improvement Area – FOIP 24(1)(a) Advice from officials

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya



Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

2.2. Business Improvement Area – FOIP 24(1)(a) Advice from officials

The following people were in attendance for the In Camera item:

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

City Manager Allan Seabrooke, Director of Communications & Strategic Planning Julia Harvie-Shemko, Director of Community Services Sarah Tittermore, Director of Corporate Services Lisa Perkins, Director of Development Services Kelly Kloss Director of Planning Services Tara Lodewyk, City Clerk Frieda McDougall, Deputy City Clerk Samantha Rodwell, City Solicitor Michelle Baer, Revenue & Assessment Services Manager Joanne Parkin

2.3. Motion to Revert to Open Meeting

Moved by Councillor Dianne Wyntjes, seconded by Councillor Tanya Handley

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Thursday, April 30, 2020 at 2:24 p.m.

IN FAVOUR:

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**3. BYLAWS - continued****3.1. Business Improvement Area Tax Bylaw
Bylaw 3196/A-2020**

First Reading of Bylaw 3196/A-2020 as originally introduced at the Monday, April 27, 2020 Council Meeting, was then on the floor.

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong

FIRST READING: That Bylaw 3196/A-2020 (an amendment to the Business Improvement Area Tax Bylaw to provide a business assessment for properties within the City of Red Deer's Business Improvement Area) be read a first time.

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Tanya Handley, Councillor Vesna Higham

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong

SECOND READING: That Bylaw 3196/A-2020 be read a second time.

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Tanya Handley, Councillor Vesna Higham

MOTION CARRIED



Moved by Councillor Michael Dawe, seconded by Councillor Lawrence Lee

Resolved that with the unanimous consent of Council members present, Bylaw 3196/A-2020 be presented for third reading.

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong

THIRD READING: That Bylaw 3196/A-2020 be read a third time.

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Tanya Handley, Councillor Vesna Higham

MOTION CARRIED

Moved by Councillor Ken Johnston, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer, having considered the Business Improvement Area Tax bylaw, hereby directs administration to work with the Downtown Business Association (DBA) at reducing its 2021 Budget recommendations from 2020 levels and further that the DBA be encouraged to explore other financial incentives or relief for their membership in 2020.

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong



Councillor Dianne Wyntjes

MOTION CARRIED

4. **ADJOURNMENT**

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Thursday, April 30, 2020 at 3:10 p.m.

IN FAVOUR:

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

MAYOR

CITY CLERK



UNAPPROVED - MINUTES

**of the Red Deer Special Council Meeting
held on, Monday, May 04, 2020
commenced at 1:30 P.M.**

Present: Mayor Tara Veer
Councillor Buck Buchanan
Councillor Michael Dawe
Councillor Tanya Handley (arrived at 1:33 p.m.)
Councillor Vesna Higham
Councillor Ken Johnston
Councillor Lawrence Lee
Councillor Frank Wong
Councillor Dianne Wyntjes

City Manager, Allan Seabrooke
Director of Communications & Strategic Planning, Julia Harvie-Shemko
Director of Community Services, Sarah Tittermore
Director of Corporate Services, Lisa Perkins
Director of Development Services, Kelly Kloss
Director of Human Resources, Kristy Svoboda
Director of Planning Services, Tara Lodewyk
City Clerk, Frieda McDougall, in person attendance
Deputy City Clerk, Samantha Rodwell, in person attendance
City Solicitor, Michelle Baer
Chief Financial Officer, Dean Krejci

With the exceptions as noted above, all participants attended the meeting electronically

**I. IN CAMERA MEETING****I.1. Motion to In Camera**

Moved by Councillor Michael Dawe, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to enter into an In-Camera meeting of Council on Monday, May 4, 2020 at 1:31 p.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public;
- And all non-related staff members

to discuss the following:

- Land Matter – FOIP 24(1)(a) Advice from officials
- Westerner – FOIP 27(1)(a) Privileged information

IN FAVOUR:

Mayor Tara Veer, Councillor Buck Buchanan, Michael Dawe, Councillor Tanya Handley, Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

I.2. Land Matter – FOIP 24(1)(a) Advice from officials

The following people were in attendance for the In Camera item:

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

City Manager Allan Seabrooke, Director of Planning Services Tara Lodewyk, City Clerk Frieda McDougall, Deputy City Clerk Samantha Rodwell



Council recessed at 3:35 p.m. and reconvened at 3:43 p.m.

I.3. Westerner – FOIP 27(1)(a) Privileged information

The following additional people joined the meeting for this item:

Director of Communications & Strategic Planning Julia Harvie-Shemko, Director of Community Services Sarah Tittlemore, Director of Corporate Services Lisa Perkins, Director of Development Services Kelly Kloss, Director of Human Resources Kristy Svoboda, City Solicitor Michelle Baer, Chief Financial Officer Dean Krejci

Mr. Michael Solowan and Mr. Roger Swainson with Brownlee LLP were also in attendance.

I.4. Motion to Revert to Open

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Monday, May 4, 2020 at 5:07 p.m.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

2. ADJOURNMENT

Moved by Councillor Ken Johnston, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer hereby agrees to adjourn the Monday, May 4, 2020 Special Council Meeting of Red Deer City Council at 5:07 p.m.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee,



4

Special Council Meeting Minutes –
UNAPPROVED - Monday, May 04, 2020

Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

MAYOR

CITY CLERK



May 11, 2020

Financial Update on Impact of COVID-19

Prepared by: Lisa Perkins, Director of Corporate Services
Department: Corporate Services

Report Summary & Recommendation

On March 16, 2020 The City of Red Deer declared a state of local emergency (SOLE) in response to the COVID -19 pandemic. The City adapted its operations, both internal and front line in response to this unprecedented emergency.

Changes to City operations and in our community have impacted revenues, expenditures, and cash flow due to deferrals in revenue. This report provides a preliminary overview of the impact so that City Council can determine any immediate action it wishes to take to reduce the operating budget which would have an impact on the 2020 tax rate bylaw.

The City will need to make decisions on how to manage the financial impact of the COVID-19 pandemic as the impacts become known. Some of this shortfall will be offset by reductions in expenses, however it is anticipated that there will be an overall increase in deficits. Cities are also requesting federal and provincial government financial support.

Reserves have been set up specifically to accommodate these types of circumstances when city operations are impacted. If Council wishes to reduce the amount of property tax revenue amount to be collected a transfer would come from the Operating Reserve Tax support (ORTS).

The full extent of COVID -19 on The City's budget is still being determined but could be upwards of \$5 million and the ORTS will be a main source of funding for these impacts. Right now there are several unknowns that would have an impact on financial sustainability such as:

- the duration of the public health restrictions and its impact to our operations
- the potential for financial assistance from other levels of government
- how quickly the community and economy recovers and the impact on our revenues and deferrals to revenue
- plans for economic and community recovery including any financial support or city programs
- the possibility of a second wave



City Administration does not support any additional draws on the operating reserve to offset the municipal budget so we have capacity to address the unknown and ongoing emergency.

It is recommended that:

1. Council determine if any changes to the 2020 Adopted Operating Budget are desired in order to determine the property tax revenue amount to be collected for 2020.
2. If a reduction in the property tax revenue amount to be collected is desired, that Council approve a transfer from the Operating Reserve – Tax Supported, on a one-time basis, to achieve the desired reduction.

Proposed Resolution

Council's direction is requested.

Background

Prior Council/Committee Direction:

The City of Red Deer announced that all City operated recreation and culture facilities would temporarily close to the public effective at closing time of each facility on March 15, 2020.

The City of Red Deer declared a state of local emergency on March 16.

The City announced that municipal facilities including City Hall, Professional building, Civic Yards and Central School would be closed to the public on March 24, 2020.

The City announced that the front counter at the downtown Red Deer RCMP detachment would be closed to the public effective March 18.

The City of Red Deer announced that customers can defer water, sewer and waste utility payments for 90 days, with no penalties on March 19. Other changes announced included suspension of parking fees in the downtown until further notice.

The City of Red Deer announced that reduced transit hours and frequency would be implemented effective March 23 on all conventional routes. Limitations were also placed on Action Bus trips including bookings being limited to essential travel and a 2-passenger maximum.

Council decided at the April 14 meeting to extend the property tax payment date by 90 days until September 30 and to defer late payment until October 1. Council also decided to extend the Business Improvement Area tax payment date to September 30 and to defer late



payment until October 1. Supplementary assessment and taxation was also cancelled for 2020.

Operational Impacts

Financial:

The duration of the pandemic is unknown at this point in time. The amounts provided below are the best estimates available at this point in time and are subject to revision as additional actual information is received. The amounts are also subject to decisions by other orders of government, the success of the relaunch plan for the economy and general economic activity. All amounts are based on a return to normal operations by September 30. In order to see the impact of changes in timing, a range of amounts is also provided for revenues and expenditure impacts based on a return to normal operations by June 30 and December 31.

Assumptions

The following assumptions have been used to prepare the report:

1. Impact will remain consistent each month unless otherwise noted
2. Revenue losses reduced for July and August to reflect less activity in the summer
3. Wage impact factored in at 90% and 95% of anticipated amount for first 2 months as staff have access to banked time
4. Only incremental expenses related to the pandemic response are shown
5. There has not been any consideration of receiving assistance from other orders of government.

Tax Supported Operations

Revenue and expense changes are estimated as follows:

In \$ thousands		
Impact	September 30	Range
Revenue decrease	9,310	6,340 – 13,230
Expense decrease	(5,750)	2,420 – 9,080
Pandemic response incremental expense	1,450	750 – 2,100
Deficit increase	5,010	4,670 – 6,250

The overall impact to the tax supported operations would be an increase in transfers from the Operating Reserve – Tax Supported of \$5.01 million to cover the increased deficit.



Self-Supported Operations

The only self-supported operation with impacts is Parking. Revenue and expenditure impacts are estimated as follows:

In \$ thousands		
Impact	September 30	Range
Revenue decrease	1,440	860 – 2,300
Expense decrease	1,420	820 – 2,000
Surplus reduction	20	40 – 300

The overall impact to the Parking operation would be an anticipated decrease in the transfer to the Parking Reserve in the amount of \$20,000.

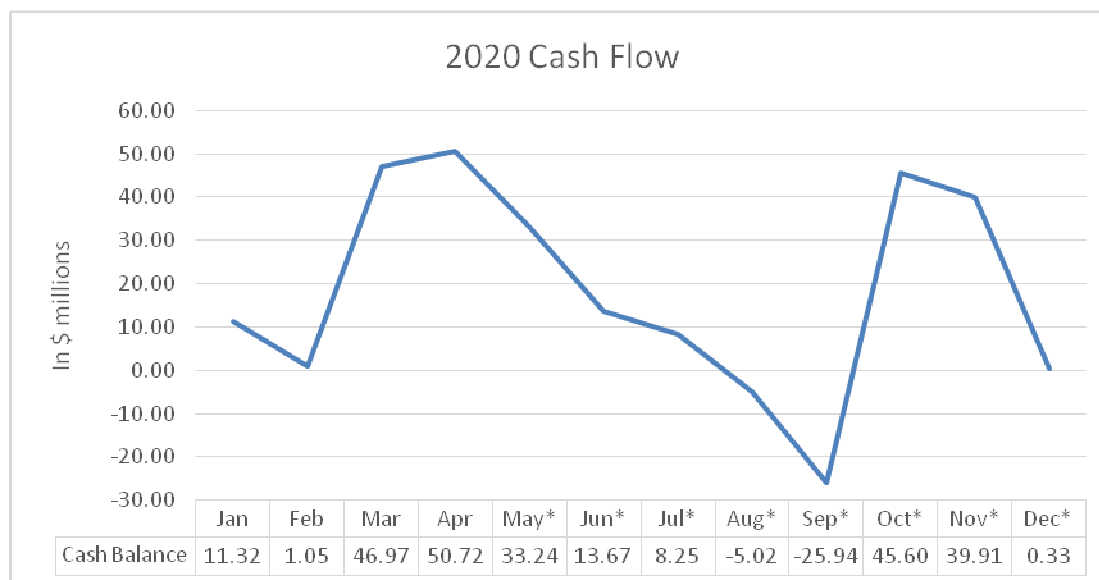
Cash Flow

In addition to the impact to cash flow relate to revenue and expenditure, cash flow has been negatively impacted by decisions to defer payments due to the City.

The following assumptions have been used to prepare the report:

1. Revenue and expense reductions have been included
2. 85% of property tax payments normally made in June deferred to September
3. Of property tax payments deferred to September, 75% of those will be paid in September with the remaining payments spread over November 2020 to June 2021
4. Tax Installment Plan (TIP) payments will be reduced by half with 75% of the remaining taxes owing paid in September and the remainder spread over November 2020 to June 2021
5. Utility payments deferred for March, April and May with repayment spread over June - November
6. Funds are provided for community organization support - \$22 million
7. Changes to provincial education requisition payments are included

An estimate of cash flow has been prepared as follows:



The City has a short term borrowing bylaw to allow for a bank overdraft. The bylaw allows for up to \$30 million of overdraft protection. Letters of credit in the amount of \$6 million have been created at the request of some vendors to protect payment of their invoices. This counts against the overdraft protection and effectively limits the amount available to \$24 million. As the anticipated amount of the cash shortfall exceeds the overdraft protection available, further action will be required to address the difference. Administration will bring a future report to Council outlining the options available.

Other Financial Items

Debt limit

Debt limit is determined by multiplying the operating revenues of the City by 1.5. This amount is determined on an annual basis as per the prior year audited financial statements. For 2020, based on the audited 2019 financial statements, the debt limit is \$541 million. The impacts of revenue reductions for 2020, as a result of this process, will not impact the debt limit until 2021.

Reserves

As of December 31, 2010 the Operating Reserve – Tax Supported (ORTS) has a balance of \$33.5 million and the Parking Reserve has a balance of \$1.4 million.

2020 Property Taxes

Council may wish to reduce the municipal portion of property taxes further from the 0.96% increase previously approved by Council. The budget amounts required to achieve a reduced



municipal tax increase and the impact on residential and non-residential properties per \$100,000 of assessment are summarized below:

Municipal Reduction Target	Budget Reduction Required	Annual Residential Impact	Annual Multi-Family Impact	Annual Non-Residential Impact
0.96%	N/A	6.84	6.66	13.58
0.5%	636,254	3.56	3.47	7.07
0%	1,324,339	0	0	0
3% reduction	5,452,849	(21.38)	(20.82)	(42.45)
5% reduction	8,205,189	(35.63)	(34.70)	(70.75)

The amounts provided in the chart are for the municipal portion of property taxes only and deal with the average increase. When the assessment roll is finalized, the impact of the various requisitions are weighted and taxes are distributed to the property classes as per the Property Tax Rate Bylaw, these amounts will differ. The total tax increase will be different than shown as a result.

Multi Family property is a Council defined subclass of the residential property class. Approximately half of Residential properties will see a greater decrease and approximately half will see a decrease that is less than this, or a tax increase. Multi Family is simply one type of Residential property in the half that will see the latter change.

Analysis

Budget is a snap shot of anticipated operations at a given point in time. There is a well-defined process required by the Municipal Government Act (MGA) to approve a budget and then use the property tax required by that budget to set the tax rate bylaw. The creation and mailing of property tax notices is also a very structured process defined by the MGA. There have been many steps taken to protect the health and safety of the community of Red Deer due to the pandemic. This, and other restrictions placed on the community by other orders of government, has had a large detrimental effect on revenue already. The same steps taken to protect the health and safety of the community has naturally resulted in reduced costs of operations. The City has taken additional steps to mitigate the impact of the reduced revenues such as:

- reduced The City's payroll by 12%
- reduction in expenses related to reduced operations such as fleet insurance coverage
- reduced the frequency of transit service

The City has created reserves specifically to deal with the impact of operations being different from those anticipated in the budget.

Due to the estimated revenue reductions exceeding the estimated expense reductions to September 30, it is anticipated that there will be a draw on the Operating Reserve – Tax



Supported. This may be offset in whole or in part by general cost savings that normally result from operations in any given year.

Property tax revenue pays for 54% of tax supported city operations and these funds go towards paying for critical services our community expects from The City. In order to provide assistance to taxpayers, City Administration has:

- made changes to our Tax Installment Program (TIPS) to make it easier to sign up for the program and allow tax payments to be done in installments through the year.

<https://www.reddeer.ca/city-services/property-assessment-and-taxes/tax-installment-plan-tip/>

- deferred the due date to September 30 and eliminated the July 1 penalty
- continued to work with all taxpayers who may experience difficulties in paying their taxes including setting up payment plans.

Administration is recommending the following:

1. Council determine if a change is desired in the 2020 Adopted Operating Budget to reduce the property tax amount to be collected in order to proceed with consideration of the tax rate bylaw
2. If Council desires a reduction in the currently approved property taxes, the reduction be done by way of a transfer from the Operating Reserve – Tax Supported on a one-time basis. This will result in an equivalent amount of reductions in expenditure being required in the 2021 budget and allows time for Administration to determine how this will be achieved. Council will also have the opportunity to provide further direction to Administration when Council approves the 2021 budget guidelines.

DATE: May 14, 2020

TO: Lisa Perkins, General Manager Corporate Services Division

FROM: Frieda McDougall, Legislative Services Manager

SUBJECT: Financial Update on Impact of COVID-19

Reference Report:

Corporate Services, dated May 11, 2020.

Resolution:

At the Monday, May 11, 2020 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer having considered the report from Corporate Services dated May 11, 2020 re: Financial Update on Impact of COVID-19 hereby agrees to reduce the 2020 Adopted Operating Budget from 0.96% by 0.46% (reducing the 2020 Operating Budget to 2019 levels) to 0.5% (2020 capital component) through a reduction of expenses to be determined by Administration and, further requests that Administration identify continued operational savings.

Report back to Council:

No.

Comments/Further Action:

None.

“Frieda McDougall”

Frieda McDougall
Manager

c. Chief Financial Officer



May 11, 2020

Revised Organizational Structure

Department: City Manager

Report Summary & Recommendation:

The City's Organization Bylaw establishes the administrative structure of The City of Red Deer as a divisional model reporting to the City Manager.

In consultation with the City Manager, Council has approved a revised Organization Structure as set out in Appendix A.

This is for information only.

Background:

The organizational structure of The City of Red Deer has evolved and changed over time. As Red Deer and the corporation has grown, the organization has moved from all Department Managers reporting to the City Manager, to a Divisional Structure. The current Divisions are: Corporate Services, Protective Services, Community Services, Planning Services and Development Services.

At the March 16, 2020 Council meeting, the following resolution was passed:

Resolved that Council of The City of Red Deer, having considered a Human Resource Matter, hereby endorses the recommendation as presented In Camera and agrees that the contents of the report will remain confidential as protected under the Freedom of Information and Protection of Privacy Act, section 24(1)(a) Advice from Officials.

Council's direction, which administration has implemented is a revised organizational structure where the number of City divisions has been reduced.

Analysis:

With the anticipated retirement of a Division Director in early 2021, there was an opportunity to review the divisional structure. Based on a review of operational and economic impacts, it was decided to reduce the number of divisions. Departments within each division are then determined by the City Manager.

As the development of next year's budget is in the early stages, the timing of this announcement allows preparation to be based on the revised organization structure.



Appendix A

The City of Red Deer Organizational Structure





May 11, 2020

Revised Council Schedule – Request for Approval

Prepared by: Frieda McDougall, Legislative Services Manager
Department: Legislative Services

Report Summary & Recommendation

Council adopts its schedule for Council meetings annually and this schedule has been varied during the COVID-19 pandemic to delegate to the City Manager the authority to cancel meetings that are not required. Notably, the City Manager has endeavored to limit Council agenda items to such items as deemed urgent.

However, at the time that Council adopted the above noted direction, the length of the interruption was unknown. The current extended disruption is prompting a revised strategy to enable the continuance of Council meetings in a systematic way that provides for the decision making required.

A revised Council Meeting schedule is therefore proposed commencing immediately to be in place until Monday, July 20, 2020. At that time further changes may be requested or Council may resume the schedule previously approved.

Proposed Resolution

Resolved that Council of The City of Red Deer, having considered the Revised Council Schedule – Request for Approval report dated May 5, 2020, hereby adopts the following revisions to the Council Meeting schedule effective immediately, to July 20, 2020:

Wednesday	May 13, 2020
Wednesday	May 20, 2020
Monday	May 25, 2020
Monday	June 1, 2020
Wednesday	June 3, 2020
Monday	June 8, 2020
Wednesday	June 10, 2020
Monday	June 15, 2020
Wednesday	June 17, 2020
Monday	June 22, 2020
Wednesday	June 24, 2020



Monday	June 29, 2020
Monday	July 6, 2020
Wednesday	July 8, 2020
Monday	July 13, 2020
Wednesday	July 15, 2020
Monday	July 20, 2020

with all meetings commencing at 1:30 p.m.

Background

The schedule of Council meetings is usually adopted annually. Recent changes to the schedule were authorized on March 30, 2020 when Council delegated to the City Manager the authority to cancel Council Meetings as required and to limit Council agenda items to such items as deemed urgent by the City Manager.

The continued disruption of the COVID-19 pandemic has resulted in operational and community needs for a more nimble formal Council decision making process.

Analysis

To respond to the physical distancing recommendations as issued by Alberta Health Services, the Alberta Government adopted Meeting Procedures (COVID-19 Suppression) Alberta Regulation 50/2020. This regulation allows that public participation requirements are met via meetings held by electronic means and streamed for public viewing.

As Council has experienced over recent weeks, the technology poses new meeting challenges. A fundamental recommendation of this new meeting schedule is that while each meeting will commence at 1:30 p.m., we would endeavor to have all meetings end before 5:00 p.m.

The frequency of meetings will increase but the length of meetings will be limited. This change recognizes the challenges of meeting electronically.

Additionally, while Public Hearings will still be held four weeks following first reading of a Land Use Bylaw, the COVID regulation allows that all submission to a Public Hearing must be made in writing in advance or during the Public Hearing. As public attendance is not permitted at City Hall at this stage of the pandemic, this will enable Public Hearings to be held during the day but will still enable public input and without adverse effects to interested parties.



Discussion

The following schedule is proposed to accommodate the current environment that is being navigated. All meetings are proposed to commence at 1:30 p.m. and end at or before 5:00 p.m.

Wednesday	May 13, 2020
Wednesday	May 20, 2020
Monday	May 25, 2020
Monday	June 1, 2020
Wednesday	June 3, 2020
Monday	June 8, 2020
Wednesday	June 10, 2020
Monday	June 15, 2020
Wednesday	June 17, 2020
Monday	June 22, 2020
Wednesday	June 24, 2020
Monday	June 29, 2020
Monday	July 6, 2020
Wednesday	July 8, 2020
Monday	July 13, 2020
Wednesday	July 15, 2020
Monday	July 20, 2020

DATE: May 14, 2020
TO: Samantha Rodwell, Deputy City Clerk
FROM: Frieda McDougall, Legislative Services Manager
SUBJECT: Revised Council Meeting Schedule

Reference Report:

Legislative Services, dated May 11, 2020.

Resolution:

At the Monday, May 11, 2020 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer, having considered the Revised Council Schedule – Request for Approval report dated May 5, 2020, hereby adopts the following revisions to the Council Meeting schedule effective immediately, to July 20, 2020:

Wednesday	May 13, 2020
Wednesday	May 20, 2020
Monday	May 25, 2020
Monday	June 1, 2020
Wednesday	June 3, 2020
Monday	June 8, 2020
Wednesday	June 10, 2020
Monday	June 15, 2020
Wednesday	June 17, 2020
Monday	June 22, 2020
Wednesday	June 24, 2020
Monday	June 29, 2020
Monday	July 6, 2020
Wednesday	July 8, 2020
Monday	July 13, 2020
Wednesday	July 15, 2020
Monday	July 20, 2020

with all meetings commencing at 1:30 p.m.

Report back to Council:

No.

Comments/Further Action:

Administration to update applicable calendars and schedule Webex conference calls.

“Frieda McDougall”

Frieda McDougall
Manager

c. Corporate Meeting Administrator



May 11, 2020

EL&P Code of Conduct Annual Compliance Report

Prepared by: Jim Jorgensen, Manager
Department: Electric Light & Power

Report Summary & Recommendation

In accordance with the Code of Conduct Regulation (Alta. Reg. 58/2015), the Electric Light & Power (EL&P) department's Annual Compliance Report must be approved by Council and filed with the Alberta Utilities Commission (AUC) within 90 days of the end of the calendar year. The AUC has granted an extension to file before the end of May 2020.

For 2019, there were no complaints and two (2) instances of non-compliance to report. The AUC also performed a routine audit of the department's 2018 records and results.

Administration is requesting Council approval of the EL&P department's Annual Compliance Report.

Proposed Resolution

Resolved that Council of The City of Red Deer having considered the report from Electric Light & Power dated May 11, 2020 re: Electric Light & Power Code of Conduct Annual Compliance Report hereby approves the Annual Compliance Report.

Background

Legislative Context:

The City of Red Deer (The City) owns and operates an electric distribution system in Alberta within the service territory granted to it under order of the Alberta Utilities Commission (AUC) and its predecessors. Under the Electric Utilities Act (EUA) S.A. 2003, c.E-51, Red Deer provides regulated energy services as defined in the Code of Conduct Regulation, Alta. Reg. 58/2015.

The Code of Conduct Regulation governs the actions of all industry participants with regard to the development of Alberta's competitive electricity market in a fair manner for all customers



and retailers. The Regulation must be followed by all owners of electricity distribution systems, any affiliated retailers and their regulated rate providers in Alberta. It ensures that:

- customers have fair access to electricity services
- confidential customer information is protected and that all retailers have equal access to available information
- customers are treated fairly

Red Deer's approved Compliance Plan describing obligations and responsibilities is available to the public on The City's website. All instances of non-compliance and their resolution must be filed with the AUC within 30 days of becoming aware of the issue. An Annual Report must also be approved by Council and filed with the AUC within 90 days of the end of the calendar year. Given the circumstances surrounding The City's COVID-19 pandemic response, the AUC granted Red Deer an extension to file the Annual Report prior to May 31, 2020.

Operational Impacts

2019 Compliance Reporting:

In accordance with the Code of Conduct Regulation, reporting falls into two categories: instances of non-compliance and complaints of non-compliance. The EL&P department received no complaints and addressed two (2) instances of non-compliance in 2019. The department also underwent a routine audit by the AUC.

1. First Quarter

- a. January 1 & 2, 2019 instance of non-compliance
 - i. Issue: a minor delay in updating system information caused a file to be submitted on both January 1st and 2nd to a party not entitled to receive it.
 - ii. Action: correction was made immediately upon discovery of the issue.
 - iii. Risk: LOW – no sensitive information was contained in the file.
 - iv. A report was filed with the AUC on January 30, 2019 and the issue was closed.

2. Second Quarter

- a. No complaints or instances of non-compliance to report.

3. Third Quarter

- a. July 1, 2019 instance of non-compliance
 - i. Issue: a file was submitted to an incorrect billing agent due to a software issue.
 - ii. Action: correction was made by the department's contractor immediately upon discovery.
 - iii. Risk: LOW – no sensitive information was contained in the file.
 - iv. A report was filed with the AUC on July 29, 2019 and the issue was closed.



4. Fourth Quarter
 - a. No complaints or instances of non-compliance to report.
 - b. December 4, 2019 AUC audit
 - i. As outlined in the Code of Conduct Regulation, the AUC must undertake an audit of a participant's Code of Conduct records and accounts once every 36 months.
 - ii. The December 4th audit focused on the January 1, 2018 through December 31, 2018 period.
 - iii. On January 24, 2020, the AUC issued their audit report and a management letter which stated "Based on the results of the audit procedures performed during this engagement, AUC staff have not identified any specific areas with respect to The City's implementation of your compliance plan which require additional adjustments or improvements."

Analysis

All issues arising in 2019 were identified and resolved appropriately. AUC audit results also confirm there are no concerns with The City's Compliance Plan. To ensure ongoing compliance with AUC regulation, Council's approval of this report is required.

DATE: May 14, 2020

TO: Jim Jorgensen, Electric Light & Power Manager

FROM: Frieda McDougall, Legislative Services Manager

SUBJECT: Electric Light & Power Code of Conduct Annual Compliance Report

Reference Report:

Electric Light & Power, dated May 11, 2020.

Resolution:

At the Monday, May 11, 2020 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer having considered the report from Electric Light & Power dated May 11, 2020 re: Electric Light & Power Code of Conduct Annual Compliance Report hereby approves the Annual Compliance Report.

Report back to Council:

No.

Comments/Further Action:

None.

“Frieda McDougall”

Frieda McDougall
Manager

c. General Manager Utilities & Protective Services Division



May 11, 2020

Community Housing Advisory Board (CHAB) Recommendation Permanent Supportive Housing – Moving Costs Update

Department: Social Planning

Prepared by: Bobby-Jo Stannard

Report Summary & Recommendation

In September 2019, City Council supported the Canadian Mental Health Association's (CMHA) request for an additional \$36,212 to cover costs associated with moving their Permanent Supportive Housing program from The Buffalo to the Amethyst house.

CMHA calculated their final moving expenses at \$42,691 and requested an additional \$6,479 in one-time funding to cover these additional expenses.

The Community Housing Advisory Board (CHAB) reviewed CHAB's request and endorsed an additional \$5,000 be allocated from the Outreach & Support Services Initiative (OSSI) grant and forwards this to Council for consideration.

Proposed Resolution

Resolved that Council of The City of Red Deer having considered the report from Social Planning dated May 11, 2020 re: Community Housing Advisory Board (CHAB) Recommendation – Permanent Supportive Housing – Moving Costs Update hereby approves an additional \$5,000 be allocated from the Outreach & Support Services Initiative (OSSI) grant to the Canadian Mental Health Association.

Background

Permanent Supportive Housing is provided to individuals who are homeless and experiencing complex mental health, addiction, and physical barriers.

The target population is chronically homeless individuals who have been continually homeless for a year or more, or who have had at least four episodes of homelessness in the past three years. This program is for high acuity individuals.

The Amethyst operates within a place-based model where clients are housed in a location with other tenants with comparable complex and co-occurring issues. 24 hour staffing is provided on site. The key features of Permanent Supportive Housing are: clients may live in their homes as



long as they meet the basic obligations of tenancy such as paying rent; clients have access to the support services they need and want to retain housing; clients have a private and secure place to make their home.

In August 2019 CMHA announced that they would be moving the tenants into a building located at 4124 Gaetz Ave., currently operating as an Econo Lodge. The Executive Director reached out to City Administration to inform them of their move, and notify them there would be some forthcoming requests regarding this transition. They submitted a budget for approval based on anticipated expenditures.

Operational Impacts

Council previously approved the one-time moving expenditures based on the following costs:

	Budget:	Actuals:
Hotbox	\$8400	\$2,625
Mattress Covers	\$1536	\$1,731
Box Spring Covers	\$1146	\$1,379
I.T. System Move	\$750	\$0
Security Camera Move	\$750	\$9,888
Furniture/Supplies	\$5000	\$4,592
Movers	\$6000	\$20,242
<u>Extra Staffing</u>	<u>\$12,630</u>	<u>\$2,234</u>
 Total Request	 \$36,212	 \$42,691

Financial:

CHAB reviewed the proposed budget and actual expenditures. They have recommended an additional allocation of \$5,000 to CMHA based on their actual expenditures. Administration has reviewed the program expenditures and confirmed that the program has fully expended its allocated program budget. These dollars would be allocated from the Outreach and Support Services Initiative grant (OSSI) provided by the Government of Alberta.

Analysis

A review of the monthly Financial Monitoring Sheet indicates the program is on track to full expend their OSSI budget and therefore cannot reallocate existing resources to accommodate these costs.

CHAB provided a thorough analysis of the submitted expenditures and the original request. They have recommended that an additional \$5,000 be allocated to CMHA.



**Canadian Mental
Health Association**
Central Alberta

CMHA, Central Alberta Region
5017 50th Avenue (Little Gaetz)
Red Deer, AB T4N 4B2

Phone: 403-342-2266 FAX: 403-342-5684
www.reddeer.cmha.ca

CMHA BUFFALO APARTMENTS PROGRAM

REQUEST FOR FUNDING FOR MOVING EXPENSES

Dear CHAB and City Council,

CMHA previously requested \$36, 212 to assist with a move the contents of a 39 unit apartment building providing Permanent Supportive Housing into a new location. This was very difficult to estimate as the move-in date changed a few times due to inspection delays and a wait for needed parts. Also, some estimates were obtained before access to the building was possible, therefore they were very general estimates.

The move itself was managed by an amazing company in only two days. Day one moved most of the supplies and office equipment, as well as some tenant belongings that were not needed for daily use. The tenants were not allowed to move until over a week later and all remaining tenant items were moved in one day. This resulted in less dollars spent on double staffing and on moving.

Unexpectedly, almost all of the tenants chose to leave a large majority of their belongings behind. Some were “collectors” and some had just lived there a very long time. With new (to them) furniture being provided, they took the opportunity to have a fresh and cleaner start. This made the bill for clearing out the suites much higher anticipated. There were only four tenants who left their units in move-in condition.

Moving the security cameras was a much higher cost than anticipated as the existing wiring could not be used. The installation of cameras was significantly higher than expected due to the labour involved in this transition. Very little of it was for new cameras.

Please see the attached budget/expense for the move and consider CMHA’s request for \$6479.34 in moving. Thank you again for your continued support in ensuring Red Deer citizens have access to appropriate and affordable housing.

Christine Stewart

Executive Director, CMHA Central Alberta Region

CMHA Central Alberta Programs and Services are funded by:



**Government
of Alberta**



**Community Housing Advisory Board
Decision – February 25, 2020**

DATE: February 25, 2020

TO: Red Deer City Council

FROM: Philippa Gregoire, Vice-chair, Community Housing Advisory Board

SUBJECT: Request for Additional Funding – Canadian Mental Health
Association (CMHA) – Permanent Supportive Housing Additional
Moving Costs

At the February 25, 2020 meeting of the Community Housing Advisory Board, the motion as set out below was introduced and passed:

Resolved that the Community Housing Advisory Board, having considered the request from the Canadian Mental Health Association regarding Permanent Supportive Housing additional moving costs, hereby endorses \$5,000.00 be allocated from the Outreach & Support Services (OSSI) grant to the Canadian Mental Health Association, and forwards this to Council for consideration.

The Community Housing Advisory Board further agrees that a letter to be sent to the Canadian Mental Health Association Board Chair from the Community Housing Advisory Board requesting the Canadian Mental Health Association do their due diligence when preparing budget estimates.

The above is submitted for Council's consideration

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'P. Gregoire', with a long horizontal line extending to the right.

Philippa Gregoire, Vice-chair
Community Housing Advisory Board

c: Tricia Hercina, Social Planning Manager
Ryan Veldkamp, Social Planning Supervisor – Resource & Capacity Development

DATE: May 14, 2020

TO: Bobby-Jo Stannard, Social Planning Supervisor – Community Developments

FROM: Frieda McDougall, Legislative Services Manager

SUBJECT: Community Housing Advisory Board (CHAB) Recommendation – Permanent Supportive Housing – Moving Costs Update

Reference Report:

Social Planning Services, dated May 11, 2020.

Resolution:

At the Monday, May 11, 2020 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer having considered the report from Social Planning dated May 11, 2020 re: Community Housing Advisory Board (CHAB) Recommendation – Permanent Supportive Housing – Moving Costs Update hereby approves an additional \$5,000 be allocated from the Outreach & Support Services Initiative (OSSI) grant to the Canadian Mental Health Association.

Report back to Council:

No.

Comments/Further Action:

None.

“Frieda McDougall”

Frieda McDougall
Manager

- c. General Manager Community Services Division
Social Planning Manager
Social Planning Supervisor – Resource & Capacity Development
Chief Financial Officer



May 11, 2020

Community Housing Advisory Board (CHAB) Recommendation – Red Deer Native Friendship Society Request to Transfer Funds

Department: Social Planning

Prepared by: Bobby-Jo Stannard, Social Planning Supervisor – Community Development

Report Summary & Recommendation

The Community Housing Advisory Board (CHAB) was presented with a request letter from Red Deer Native Friendship Society (RDNFS) to reallocate funds from their Indigenous Housing First Program to the Indigenous Prevention Program.

At the March 17, 2020 meeting of the Community Housing Advisory Board, the motion as set out below was introduced and passed:

Resolved that the Community Housing Advisory Board, having considered the verbal report from Administration, and the written request from the Red Deer Native Friendship Society, to transfer Reaching Home funding to the Indigenous Prevention program, hereby endorses Reaching Home funding in the amount of \$23,171 be transferred to the Indigenous Prevention program, and forwards this to Council for consideration.

The above is submitted for Council's consideration.

Proposed Resolution

Resolved that Council of The City of Red Deer having considered the report from Social Planning dated May 11, 2020 re: Community Housing Advisory Board (CHAB) Recommendation – Red Deer Native Friendship Society Request to Transfer Funds hereby approves Reaching Home funding in the amount of \$23,171 be transferred to the Indigenous Homelessness Prevention program.

Background

Red Deer Native Friendship Society has been the recipient of numerous funding allocations for both the 2020/21 Reaching Home – Indigenous Stream & Outreach and Support Services Initiative (OSSI) programs. During contract negotiations, the Executive Director expressed interest in further bolstering their Indigenous Homelessness Prevention program.



This request was formalized in a letter to administration and brought to the CHAB for consideration.

Operational Impacts

Based on the Community Housing and Homelessness Integrated Plan (CHHIP) both Rapid Rehousing, which RDNFS' Housing Outreach program is classified, and Homelessness Prevention are priorities.

CHHIP identifies targeted rates per space for different program types.

Homelessness Prevention = \$2,800/space/year

Rapid Rehousing = \$4,500/space/year

In regards to CHHIP targets:

Current

Rapid Rehousing = 80% (80 spaces)

Homelessness Prevention = 75% (149 spaces)

Proposed

Rapid Rehousing = 75% (75 spaces)

Homelessness Prevention = 79% (157 spaces)

Financial:

There is no financial impact to adopting this program change. The Reaching Home – Indigenous funds would be reallocated from one program to another.

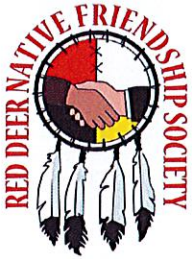
Analysis

As outlined in Red Deer Native Friendship Society's letter, their Homelessness Prevention program has been a highly utilized program, exceeding their annual client targets. The existing Indigenous Housing First Program is a very small scale program and the reallocated dollars will be able to support a larger number of individuals and are in line with CHHIP targets.

At the March 17, 2020 meeting of the Community Housing Advisory Board, the motion as set out below was introduced and passed:

Resolved that the Community Housing Advisory Board, having considered the verbal report from Administration, and the written request from the Red Deer Native Friendship Society, to transfer Reaching Home funding to the Indigenous Prevention program, hereby endorses Reaching Home funding in the amount of \$23,171 be transferred to the Indigenous Prevention program, and forwards this to Council for consideration.

The above is submitted for Council's consideration.

**Red Deer Native Friendship Society**

4808 51 Avenue
Red Deer, Alberta T4N 4H3

Phone: 403-340-0020 Fax: 403-342-1610

- Four Directions Family Support
- Aboriginal PCAP Program
- Aboriginal Youth Centre for Success
- Aboriginal Housing Program
- Cultural Connections
- Assooahum Crossing

March 5, 2020

Ryan Veldkamp, Social Planning Supervisor
City of Red Deer
Red Deer, Alberta

Re: Cultural Connections unspent funds

Dear Ryan:

Further to our conversation about 2020-2021 Homelessness Partnering Strategy (HPS) funding, this letter is to request a decision allowing us to move funds from Housing First Outreach to Homelessness Prevention, effectively discontinuing the Housing First Outreach program.

The decision to allocate funds supporting two housing first participants was made by the Indigenous Community several years ago when there was no specific funding allocated to Indigenous Housing First programming. Since 2017, Red Deer Native Friendship Society has delivered Outreach and Supports Services Initiative (OSSI) funded Indigenous Housing First programming with our Aboriginal Intensive Case Management (AICM) program. We accept about thirty participants in to the program which can provide support for up to eighteen months with the goal of moving participants from homelessness to secure and stable housing. Adding the AICM program to our housing team effectively eliminated the need for us to continue with the Outreach program as we are serving the same population in both programs.

As of February 28, 2020, our Homelessness Prevention program had served 12% more participants than it is funded to serve. This is evidence that there is need for the Prevention program to expand to support more participants in the coming year. With the addition of the Outreach funds to the Prevention program, we anticipate serving at least 20% more Prevention participants.

Thank you for your consideration. Please feel free to contact me if you require further information.

Sincerely,

Lianne Hazell
Executive Director

Since 1984 The Red Deer Native Friendship Society has been empowering Aboriginal people through cultural teachings, family preservation programs and supports, youth programming, housing support, basic needs transition support, resource referrals, cultural events and providing cultural awareness presentations to local agencies.





**Community Housing Advisory Board
Decision – March 17, 2020**

DATE: March 17, 2020

TO: Red Deer City Council

FROM: Sandi Chalmers, Chair, Community Housing Advisory Board

SUBJECT: Request from the Red Deer Native Friendship Society to Transfer
Funds from the Indigenous Housing First Program to the
Indigenous Prevention Program

At the March 17, 2020 meeting of the Community Housing Advisory Board, the motion as set out below was introduced and passed:

Resolved that the Community Housing Advisory Board, having considered the verbal report from Administration, and the written request from the Red Deer Native Friendship Society, to transfer Reaching Home funding to the Indigenous Prevention program, hereby endorses Reaching Home funding in the amount of \$23,171 be transferred to the Indigenous Prevention program, and forwards this to Council for consideration.

The above is submitted for Council's consideration.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Sandi Chalmers', with a large loop at the end.

Sandi Chalmers, Chair
Community Housing Advisory Board

c: Tricia Hercina, Social Planning Manager
Ryan Veldkamp, Social Planning Supervisor – Resource & Capacity Development

DATE: May 14, 2020

TO: Bobby-Jo Stannard, Social Planning Supervisor – Community Developments

FROM: Frieda McDougall, Legislative Services Manager

SUBJECT: Community Housing Advisory Board (CHAB) Recommendation – Red Deer Native Friendship Society Request to Transfer Funds

Reference Report:

Social Planning Services, dated May 11, 2020.

Resolution:

At the Monday, May 11, 2020 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer having considered the report from Social Planning dated May 11, 2020 re: Community Housing Advisory Board (CHAB) Recommendation – Red Deer Native Friendship Society Request to Transfer Funds hereby approves Reaching Home funding in the amount of \$23,171 be transferred to the Indigenous Homelessness Prevention Program..

Report back to Council:

No.

Comments/Further Action:

None.

“Frieda McDougall”

Frieda McDougall
Manager

- c. General Manager Community Services Division
Social Planning Manager
Social Planning Supervisor – Resource & Capacity Development
Chief Financial Officer



May 11, 2020

Repeal of Annual Supplementary Assessment Bylaw

Department: Revenue and Assessment Services

Prepared by: Joanne Parkin, Revenue and Assessment Services Manager

Report Summary & Recommendation:

That Supplementary Assessment Bylaw 3647/2020 which authorized the preparation of supplementary assessments within the City of Red Deer be repealed. This bylaw was passed by Council on March 16, 2020.

The repeal of the Supplementary Assessment bylaw 3647/2020 is required to enable the Tax Deferral and Relief Measure approved by Council on April 14, 2020 to not levy supplemental property tax in 2020.

Proposed Resolution

That Bylaw 3651/2020 be read a first time.

That Bylaw 3651/2020 be read a second time.

Resolved that with the unanimous consent of Council member's present, Bylaw 3651/2020 be presented for third reading.

That Bylaw 3651/2020 be read a third time.



Report Details

Background:

Section 313 of the Municipal Government Act provides the opportunity for a municipality to implement supplementary assessment and taxation. Once a supplementary assessment bylaw is passed, Council must pass a supplementary taxation bylaw by May 1 of that year.

COVID 19 is having significant financial impacts on the community. In consideration of these financial impacts, and to encourage development, Council has approved measures providing tax relief to all property owners including residential, multi family and non residential by not preparing supplementary assessments and levying supplementary property taxation for 2020. The repeal of this bylaw is necessary to enable this direction from Council.

Analysis & Discussion:

In order to enable the relief measure the 2020 Supplementary Assessment Bylaw must be repealed. Because this is an annual bylaw future years will not be impacted. New improvements in 2020 continue to contribute to Construction Growth for the 2021 Operating Budget despite no supplementary assessment and taxation in 2020.

The 2020 Operating Budget includes revenue of \$275,000 to be generated from supplementary taxation. Repeal of this bylaw will result in a one-time budget variance which will be funded from other sources.

Recommendation:

That Supplementary Assessment Bylaw 3647/2020 which authorized the preparation of supplementary assessment within the city of Red Deer be repealed in order to enable the Tax Deferral and Relief Measure approved by Council on April 14, 2020.

Bylaw 3651/2020

Being a bylaw to repeal Bylaw 3647/2020.

COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA, ENACTS AS
FOLLOWS:

- I Bylaw 3647/2020, being a bylaw to authorize the preparation of supplementary assessments within the city of Red Deer for 2020, is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this day of , 2020.

READ A SECOND TIME IN OPEN COUNCIL this day of , 2020.

READ A THIRD TIME IN OPEN COUNCIL this day of , 2020.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of , 2020.

MAYOR

CITY CLERK

DATE: May 14, 2020, 2020

TO: Joanne Parkin, Revenue and Assessment Manager

FROM: Frieda McDougall, Legislative Services Manager

SUBJECT: Repeal of Annual Supplementary Assessment Bylaw – Bylaw 3651/2020

Reference Report:

Revenue & Assessment Services, dated May 11, 2020.

Bylaw Reading:

At the Monday, May 11, 2020 Regular Council Meeting, Council gave three readings to the following Bylaw:

Bylaw 3651/2020 (a bylaw to repeal the Annual Supplementary Assessment Bylaw 3647/2020)

Report back to Council:

No.

Comments/Further Action:

None.

“Frieda McDougall”

Frieda McDougall
Manager

- c. General Manager Corporate Services Division
Chief Financial Officer
Corporate Meeting Administrator



May 11, 2020

Bylaw 3546/A-2020 Tax Penalty Bylaw

Prepared by: Joanne Parkin, Revenue and Assessment Services Manager

Department: Revenue and Assessment Services

Report Summary & Recommendation

This bylaw puts in place amended tax penalty dates to reflect the decision by Council on April 14, 2020 to defer the 2020 tax levy due date from June 30 to September 30, 2020. The existing penalty rate and structure will be reinstated January 1, 2021.

This change extends the property tax due date to September 30, 2020 without penalty. Property owners are encouraged to make payments prior to this date, if able, as property taxes will still be owing and are necessary to fund vital City services including police, fire, ambulance and to maintain essential City infrastructure.

Proposed Resolution:

That Bylaw 3546/A-2020 be read a first time.

That Bylaw 3546/A-2020 be read a second time.

Resolved that with the unanimous consent of Council member's present, Bylaw 3546/A-2020 be presented for third reading.

That Bylaw 3546/A-2020 be read a third time.

Background

The Tax Penalty Bylaw (3546/2015) was adopted by Council in 2015. The last amendment was in 2016.

Normally taxes are due June 30, and penalties are levied on the following dates:

Tax	July 1	7%
	September 1	7%
	Total	14%
Tax Arrears	January 1	7%
	July 1	7%
	Total	14%



The January 1, 2020 penalty of 7% on tax arrears was imposed and added to the individual tax rolls in January of this year in accordance with the bylaw.

Tax arrears are outstanding taxes from 2017 to 2019. On December 31, 2019 the City had \$3.8 million in outstanding tax arrears, approximately 2% of the 2019 total tax levy which was comparable to prior years.

On April 14, 2020 Council approved a relief measure to defer collection of property taxes and adjust the 2020 due date to September 30, 2020. Penalties for those who fail to pay their taxes by September 30 will be imposed on October 1, 2020 (penalties will not be imposed on July 1 or September 1, 2020).

Legislative Framework:

Section 334 (1) (f) of the Municipal Government Act (MGA) requires the dates on which penalties may be imposed if the taxes are not paid be stated on the tax notice.

Section 344 of the Municipal Government Act (MGA) requires Council to adopt a bylaw to impose penalties for non-payment in the year in which a tax is imposed if the tax remains unpaid after the date shown on the tax notice. The penalty rate must be set out in a bylaw and the penalty cannot be imposed sooner than 30 days after the tax notice is sent out.

Section 345 of the Municipal Government Act (MGA) requires Council to adopt a bylaw to impose penalties for non-payment in other years for any year following the year in which a tax is imposed if the tax remains unpaid after December 31 of the year in which it is imposed. The penalty rate must be set out in a bylaw and the penalty cannot be imposed sooner than January 1 of the year following the year in which the tax was imposed or any later date specified by bylaw.

Section 346 states a penalty imposed under section 344 or 345 are part of the tax in respect of which it is imposed.

Section 332 deems taxes to be imposed on January 1 with the exception of supplementary taxes.

Discussion and Analysis

The generally accepted principles of taxation are:

1. Fairness and equity to all taxpayers
2. Sustainability of revenues raised
3. Simplicity, transparency and efficiency of the tax system
4. Predictability and stability
5. Competitiveness

Property taxes are used to fund services provided from January 1 to December 31. Tax penalties are necessary to motivate property owners to pay taxes on time and ensure the funding necessary for essential services such as emergency services, RCMP and City infrastructure.



Over the last two years 98% of property owners in The City of Red Deer paid taxes owing by December 31. In fairness to taxpayers who pay taxes on time, the intent of sections 344 to 346 of the MGA is to penalize property owners for non-payment.

A penalty cannot be imposed on current year tax levies sooner than 30 days after the tax notice is sent out. On April 14, 2020 Council resolved to defer the due date of 2020 taxes to September 30, 2020. The decision to defer 2020 taxes requires an amendment to the Tax Penalty Bylaw for 2020 only. For 2020, the penalty structure has been amended to the following:

January 1 to December 31, 2020	
Tax	October 1 7%
	Total 7%
Tax Arrears	January 1 7%
	October 1 7%
	Total 14%

The amended penalty structure for 2020 will result in a reduction of 7% penalties on outstanding 2020 tax levies and will assist any taxpayers struggling to pay their taxes as a result of COVID19. Due to the reduction in penalty imposed in 2020 The City will see approximately \$250,000 in reduced revenue. The existing penalty structure and rates will be reinstated effective January 1, 2021.

Penalty dates and rates must be clearly identified on the tax notices. For transparency, the penalty dates and rates are also stated on any subsequent taxpayers' statement of account and any tax recovery correspondence.

BYLAW 3546/A-2020

BEING a Bylaw to amend Bylaw No. 3546/2015, the *Tax Penalty Bylaw* of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3546/2015 is hereby amended as follows:

- 1 Schedule "A" is deleted and replaced with the attached Schedule "A".
- 2 This bylaw will come into effect on May 11, 2020.

READ A FIRST TIME IN OPEN COUNCIL this day of 2020

READ A SECOND TIME IN OPEN COUNCIL this day of 2020.

READ A THIRD TIME IN OPEN COUNCIL this day of 2020.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2020.

MAYOR

CITY CLERK

SCHEDULE "A"**Penalties on Unpaid Taxes – For the 2020 Tax Year**

Effective January 1, 2020	
Tax	October 1 7%
	<u>Total</u> 7%
Tax Arrears	January 1 7%
	<u>October 1</u> 7%
	<u>Total</u> 14%

Penalties on Unpaid Taxes

Effective January 1, 2021	
Tax	July 1 7%
	<u>September 1</u> 7%
	<u>Total</u> 14%
Tax Arrears	January 1 7%
	<u>July 1</u> 7%
	<u>Total</u> 14%

Strikethrough version

BYLAW NO 3546/2015

WHEREAS, pursuant to section 344 and 345 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 (MGA), as amended, Council may impose penalties on unpaid taxes at rates set out by bylaw;

NOW THEREFORE THE COUNCIL OF THE CITY OF RED DEER HEREBY ENACTS AS FOLLOWS:

PART 1 – TITLE, PURPOSE AND DEFINITIONS

1. This bylaw may be called the “Tax Penalty Bylaw”.

Purpose

2. The purpose of this bylaw is to establish:
 - (a) the due dates for the payment of Taxes; and
 - (b) the rates of penalty to be imposed for failure to pay Taxes by the due date.

Definitions

3. In this bylaw:
 - (a) “**Tax Year**” means the annual period in which Taxes are imposed, commencing with January 1 and ending with December 31;
 - (b) “**Tax Arrears**” means all Taxes which remain unpaid after December 31 of the year in which they were imposed;
 - (c) “**Tax**” or “**Taxes**” includes property taxes, local improvement taxes and all other taxes or charges lawfully imposed pursuant to the MGA or any other statute of the Province of Alberta but does not include Business Revitalization Zone taxes;
 - (d) Unless the context otherwise requires, or is otherwise defined herein, the words and phrases contained in this bylaw shall have the same meaning as in the MGA.
4. Any or all Taxes shall be payable 30 days from the date of mailing the tax notice or on the date specified in the tax notice, whichever is later.

PART II – PENALTIES ON UNPAID TAXES**Current Taxes**

5. Any Taxes remaining unpaid after the due date are subject to penalties at the rates set out in Schedule A.

6. Penalties imposed in the current calendar year will not be compounded during that year.

Tax Arrears

7. Any Tax Arrears are subject to penalties at the rates set out in Schedule A.
8. For the purposes of Section 7, Taxes remaining unpaid as of December 31 include accumulated penalties.
9. Bylaw 3280/2001 is repealed upon this bylaw coming into effect.
10. This bylaw will come into effect April 1, 2016.

READ A FIRST TIME IN OPEN COUNCIL this 14 day of March 2016.

READ A SECOND TIME IN OPEN COUNCIL this 29 day of March 2016.

READ A THIRD TIME IN OPEN COUNCIL this 29 day of March 2016.

AND SIGNED BY THE MAYOR AND CITY CLERK this 29 day of March 2016.

Mayor

City Clerk

SCHEDULE "A"**Penalties on Unpaid Taxes – For the 2020 Tax Year**

Effective January 1, 2020	
Tax	October 1 7%
	<u>Total</u> 7%
Tax Arrears	January 1 7%
	October 1 7%
	<u>Total</u> 14%

Penalties on Unpaid Taxes

Effective January 1, 2021	
Tax	July 1 7%
	September 1 7%
	<u>Total</u> 14%
Tax Arrears	January 1 7%
	July 1 7%
	<u>Total</u> 14%

DATE: May 14, 2020, 2020
TO: Joanne Parkin, Revenue and Assessment Manager
FROM: Frieda McDougall, Legislative Services Manager
SUBJECT: Bylaw 3546/A-2020 Tax Penalty Bylaw

Reference Report:

Revenue & Assessment Services, dated May 11, 2020.

Bylaw Reading:

At the Monday, May 11, 2020 Regular Council Meeting, Council gave three readings to the following Bylaw:

Bylaw 3546/A2020 (an amendment to the Tax Penalty Bylaw to change the tax penalty dates)

Report back to Council:

No.

Comments/Further Action:

Administration will update the bylaw and distribute in due course.

“Frieda McDougall”

Frieda McDougall
Manager

- c. General Manager Corporate Services Division
Chief Financial Officer
Corporate Meeting Administrator



May 11, 2020

Tax Rate Bylaw 3648/2020

Revenue & Assessment Services Manager - Joanne Parkin CPA, CGA

Report Summary & Recommendation

Property taxes fund the City's operating budget for the provision of essential services like police, fire, ambulance and infrastructure maintenance. Timing is extremely unfortunate this year, however, it is critical to set 2020 property tax rates so that required funds can be collected. Monies collected fund the 2020 Operating Budget and requisitions that are legislated to be collected on behalf of The Province and Bridges Community Foundation.

On April 14 Council directed that the date to pay 2020 Property Tax Notices without penalty be extended to September 30 and no supplementary property tax be levied in 2020.

Penalties on unpaid taxes will not be imposed until October 1 for those taxpayers requiring additional time to pay. The City has also extended the TIP program for sign up to June 15 without requiring the lump sum payment for Jan through May so that taxes may be spread in equal monthly payments for the remainder of the year. Administration continues to review programs and processes to identify further ways that we may assist our taxpayers during these unprecedented times. The suite of tax relief and deferral measures being provided in Red Deer exceeds what has been done in other municipalities.

Additionally, there are a significant host of federal and provincial relief programs that provide income replacement, payment deferrals, loans and rebates for both individuals and businesses. The list is extensive and further information on these programs can be found on the provincial and federal websites.

Notices will be mailed June 1, barring unforeseen challenges, so property owners are aware of taxes owing, payment can be planned, and so the legal community is able to process property sales in an accurate and timely manner. Property owners are encouraged to pay by June 30 if they are able, to fund essential City services. Mailing on this date also allows taxpayers several weeks to sign up for the newly amended TIP program to equalize monthly payments.

Administration is requesting first reading of the bylaw at the May 11 Council Meeting and a Council Meeting has been scheduled for May 13 for second and third readings to ensure that mailing of notices is not delayed further.

Recommendations:

- I. That Option 1 – Same Total Increase for RS and NR – Same Tax Rate for RS and MF be approved for the setting of property tax rates in the 2020 Tax Rate Bylaw**
 - Residential and Non Residential classes each have a total decrease of 1.02% (including requisitions)
 - Multi Family as a subclass of Residential has an increase of 1.64% due to market forces - results in the same tax rate for all residential properties and fair treatment of all residential properties



2. Council direct administration to provide a report and recommendation in respect of whether Multi Family property should continue to be a subclass of Residential property for future year property taxation.

Administration respectfully recommends that Council give first reading to Tax Rate Bylaw 3648/2020 – Option 1 to establish the property tax rates for 2020. Second and third readings to be requested at a Council Meeting on May 13 to allow time for public feedback.

Proposed Resolution:

That Bylaw 3648/2020 be read a first time. If first reading is given, this bylaw will be presented for second and third reading at the May 13, 2020 Council Meeting.

Resolved that Council of The City of Red Deer having considered the report from Revenue and Assessment Services, dated May 11, 2020 re: Tax Rate Bylaw 3648/2020 hereby directs Administration to provide a report with recommendations to Council on whether Multi Family property should continue to be a subclass of Residential property for future year property taxation.

Background

Legislative Context of the Municipal Government Act (MGA):

Section 347 if a council considers it equitable to do so it may cancel reduce, refund or defer collection of taxes.

Section 353 requires each council pass an annual property tax bylaw to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers set out in the budget and requisitions.

Section 354 requires that the property tax bylaw must set and show separately all of the tax rates that must be imposed to raise the revenue required.

Section 355 requires that a tax rate is calculated by dividing the amount of revenue required by the total assessment of all property on which that tax rate is to be imposed.

Section 356 requires that the amount of tax to be imposed in respect of a property is calculated by multiplying the assessment for the property by the tax rate to be imposed on that property.

Section 357.1 the tax rate to be imposed on residential property or any sub-class must be greater than zero.

Section 358 the highest non residential tax rate to the lowest residential tax rate must not exceed a ratio of 5:1.

Section 359 (3) requires Council to reduce or increase amount of revenue to be raised for requisitions in the next tax year if too much or too little tax revenue has been collected in the current year.



Principles of Property Taxation:

- Fairness and equity,
- predictability and stability,
- competitiveness,
- sustainability of revenues raised, and
- simplicity, transparency and efficiency of the tax system.

Prior Council Governance and Policy Committee Direction:

- Multi family property be a separate sub class of residential
- No other subclasses of residential property
- No subclass of vacant land for non residential property
- No set ratios for multi family or non residential
- Administration prepare 4 or 5 options

Discussion

The Tax Rate Bylaw has three key components:

I. Municipal Property Tax Requirement: \$138,941,356

Municipal tax revenue funds the programs and services delivered to Red Deer citizens every day. The approved 2020 Operating Budget requires general municipal tax revenue of \$138,941,356, an increase of 0.96% from 2019.

Municipal Deferral and Relief Measures:

Council approved deferral and relief measures to assist all property owners in recovering from the impacts of COVID19. Administration has amended the BIA Tax Rate Bylaw, the Penalty Bylaw, the Supplementary Assessment Bylaw and the Tax Rate Bylaw to enact this direction:

1. **Property Taxes Due September 30** – the ability to pay 2020 Property Taxes without penalty has been extended from June 30 to September 30. A late payment penalty will be applied on October 1, 2020 for any unpaid taxes. This provides an additional 90 days for property owners to make payment if needed.

This deferral also results in The City providing relief to residential property owners on the education and Bridges Community Foundation requisition portion of the 2020 Tax Notices.

2. **Business Improvement Area (BIA) Taxes Due September 30** – the ability to pay 2020 BIA taxes without penalty has been extended from June 30 to September 30. A late payment penalty will apply October 1, 2020. This provides an additional 90 days for downtown business owners to make payment if needed.

3. **No Supplementary Property Taxation in 2020** – The City will not be doing supplementary assessment and property taxation for new improvements completed or occupied in 2020. This will provide tax relief on new construction and provide incentive to



complete or start new development in 2020. We are not aware of any other municipality offering this relief.

4. **No Supplementary Business Improvement Area (BIA) Taxation in 2020** – The City will not be doing supplementary BIA taxation for new improvements that have been completed or occupied in 2020. This will provide tax relief in 2020 for any business moving in or to the downtown. We are not aware of any other municipality offering this relief.
5. **TIP Program Amendment** – the TIP program has been amended to allow sign up for the program by June 15 without the requirement for the lump sum payment for taxes January to May. This will enable taxpayers to sign up and split the cost of property taxes in equal monthly payments over the remainder of the year from June to December without penalty. We are not aware of any other municipality offering this relief.

Administration continues to review programs and processes to identify additional ways to provide support to our taxpayers during this difficult time. With the measures currently in place Red Deer City Council has provided relief and deferral measures that exceed those in other municipalities.

2. **Requisitions and Allowances:**

a. **Provincial Education Requisition: \$44,627,376**

Municipalities are required by legislation to collect and remit requisition funds to the Province to fund education. The education requisition for 2020 decreased \$541,300 (-1.20%) after the province rolled back the 2020 increase originally announced. Education tax rates are set by the Province, due to delay in the release of the 2019 provincial budget The City estimated the 2019 education tax requirement. As a result of the estimate, education taxes were over collected by 2% in 2019. Net of the prior year under levy the 2020 education tax levy will be reduced by an additional \$946,000 for 2020.

Provincial Deferral and Relief Measures

The Province has announced a number of measures that will support property owners and businesses for the 2020 taxation year:

1. **Cancellation of the increase to the 2020 education requisition** – This results in Red Deer's education requisition for 2020 decreasing by \$1,565,716 from the previously announced 2020 requisition amount.
2. **Deferral of Non Residential Education Requisition** - Municipalities must defer payment of the education requisition portion of tax notices for non residential properties for the equivalent of 6 months without penalty. This deferral did not include residential properties.

b. **Bridges Community Living Foundation Requisition: \$785,000**

The Foundation requisitions The City to collect funds for affordable senior's housing. The City is required under Ministerial Order to collect this funding on behalf of the Foundation to fund operating deficits and reserves. The 2020 requisition has increased to \$785,000 from \$575,000 in 2019.



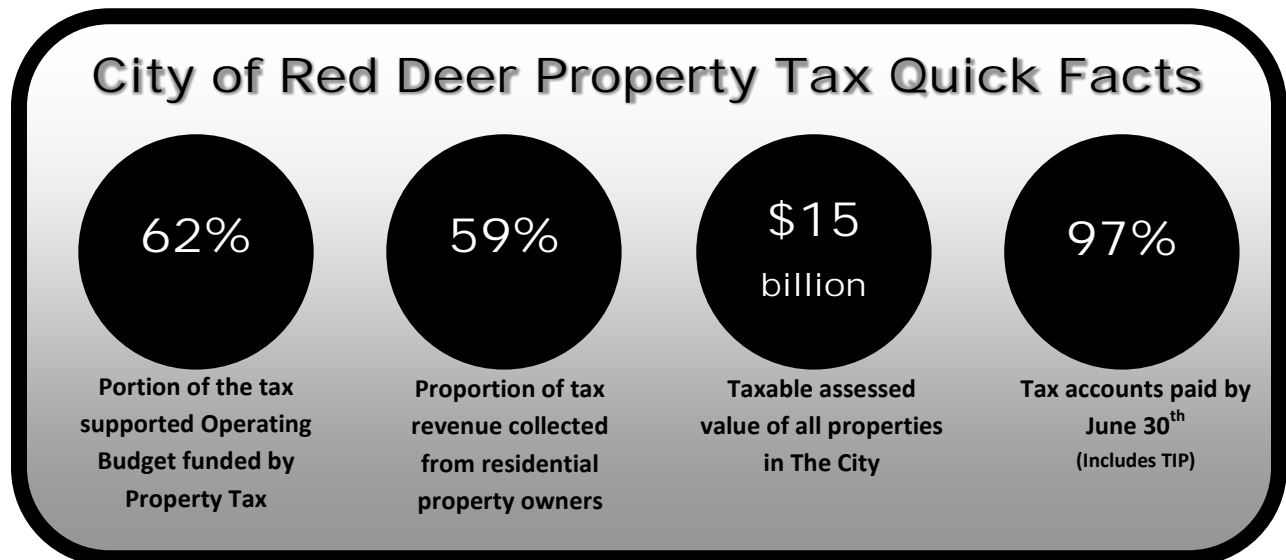
c. Designated Industrial Property (DIP) Requisition: \$11,889

The City is legislated to collect monies on behalf of the Province to fund provincial assessment of Designated Industrial Property (DIP). The tax rate is set by The Province and applied to the tax notices of designated industrial properties only. This requisition remains relatively unchanged from 2019.

3. Annexed Property

The Tax Rate Bylaw provides for specific taxation conditions as prescribed by Ministerial Order for certain annexed property:

- a. Order in Council 432/2004 requires the taxation of certain 2004 annexed property at the lower of County or City municipal tax rates until 2029.
- b. Order in Council 531/2009 amended by 477/2010 and 103/2011 requires the taxation of certain 2009 annexed property at County municipal tax rates until 2034.



Analysis

Setting municipal tax rates is about finding a fair and equitable distribution of the tax requirement (municipal operating budget + requisitions). Important considerations in determining tax distribution are:

- 1) Predictability and stability of tax changes
- 2) Comparability to provincial counterparts
- 3) Impact of requisitions on the overall tax increases for each class
- 4) Fairness and equity for all taxpayers

This table looks at a number of indicators that tell the story of tax distribution. No one indicator paints a complete picture so it is necessary to consider a combination of indicators to determine fair, predictable and competitive tax rates.



	Red Deer	Calgary	Edmonton	Grande Prairie	Medicine Hat	Lethbridge	Average not incl. RD
Municipal Tax Rates (per \$1000)							
Residential	\$6.95	\$4.21	\$6.47	\$9.57	\$6.73	\$8.61	\$7.12
Multi Family	\$6.95	n/a	\$7.44	\$9.57	\$8.71	\$12.89	\$8.56
Non Residential	\$13.91	\$17.78	\$17.83	\$16.04	\$15.12	\$20.40	\$17.43
Tax Revenue/\$1,000 Taxable Total Assessed Value							
Total Tax Level	\$8.72	\$7.09	\$9.35	\$11.55	\$8.28	\$10.99	\$9.45
Residential	\$5.14	\$3.31	\$4.90	\$6.45	\$5.12	\$6.86	\$5.33
Multi Family							
Non Residential	\$3.58	\$3.78	\$4.45	\$5.10	\$3.16	\$4.13	\$4.12
Tax Rate Ratio (municipal only)							
Non Residential	2.00	4.22	2.75	1.68	2.25	2.37	2.65
Multi Family	1.00	N/A	1.15	1.00	1.29	1.50	1.19

Tax Policy/Governance	Red Deer	Calgary	Edmonton	Grande Prairie	Medicine Hat	Lethbridge
Multi-Family Class	✓		✓	✓	✓	✓
Management Body Tax	✓			✓	✓	✓
Business Tax		Repealed 2019				
M&E Tax				✓		
Special Tax			Repealed 2019			Repealed 2018
Annexation Order	✓	✓	✓	✓		✓

Residential (RS)

Overall, Red Deer has slightly below average Residential property tax in comparison to other Alberta cities. However, Residential taxpayers in Red Deer pay more of the tax requirement than Non Residential taxpayers in other cities, as indicated by the comparatively low Commercial Ratio of 2.00. Not including Multi Family, 54 per cent of property tax revenue comes from the Residential property class.

Multi Family Residential (MF)

The Multi Family tax rate and ratio are both significantly below average. This indicates that Multi Family residential properties in Red Deer pay a lower share of the tax requirement than in other municipalities. 5 per cent of total property tax revenue comes from Multi Family.

The average 2019 tax rate for Multi Family property in other cities was 8.56 mils. At 6.95 mils, Red Deer was 23% below the average. Multi Family is a Council directed subclass of Residential and no municipalities have a Multi Family tax rate less than the Residential property tax rate (ratio below 1.0).



Multi Family property are properties that have three (3) or more living units on one property (Land Title). This is different from condominiums, duplexes and manufactured homes which are classified and taxed at Residential property tax rates. Typically, Multi Family property is classified separately from other residential properties so as to apply a higher municipal tax rate than that of the Residential property class because it is income producing and property tax is a deductible expense for income tax purposes.

When Council originally sub classed Multi Family from the Residential property class they had done so with the desire to tax Multi Family at a higher rate than Residential in recognition of these types of properties being income generating (rental business). Over the years Council views may have shifted to viewing Multi Family as desired development to increase density, and as such have maintained the tax rate for Multi Family properties at Residential tax rates to create incentive to achieve this. A policy review is recommended to ensure that Council's direction is clear. If there is a desire to keep Multi Family tax rates the same as other Residential properties then the sub class should likely be rolled back into the overall Residential class. Direction in 2020 on this could be implemented for 2021 taxation.

Non Residential (NR)

Red Deer continues to have low Non Residential property taxes. The Non Residential tax rate in Red Deer was 25% lower than the average of comparison municipalities. As a result, a lower than average amount of tax is collected from the Non Residential in terms of tax per \$1,000 of assessed value. In total 41 per cent of property tax revenue comes from the Non Residential property class.

Red Deer's 2.0 Commercial Ratio was also lower than the average 2.65. A low ratio is not indicative of low taxes. Ratios only quantify the portion of the tax requirement distributed to each class. For example, Grande Prairie's commercial ratio was 1.68, however the tax rate was \$16.04 mils, 15% higher tax for every \$1,000 of assessed value than Red Deer. This means that while overall taxes are higher in Grande Prairies, a smaller portion of the tax requirement is collected from residential properties than in Red Deer.

Red Deer does not charge Machinery & Equipment tax which further increases overall tax paid by Non Residential properties in Grande Prairie.

Summary

Red Deer has a slightly lower than average level of property taxation compared to other municipalities in Alberta, however, Residential properties pay a comparatively larger share than Non Residential. This translates into slightly below average Residential property taxes and highly attractive Non Residential property taxes when compared with other cities.

The level of tax was set when the 2020 Operating Budget was adopted. The 2020 Tax Rate Bylaw will determine how much of the approved tax requirement will be paid by each class.

The suite of property tax deferral and relief measures approved by Council will aide property owners and provide financial assistance in this difficult time. The measures approved by Red Deer City Council match and exceed those offered in other municipalities, and extend relief to all property types.



Additionally, there are a significant host of federal and provincial relief programs that provide income replacement, payment deferrals, loans and rebates for both individuals and businesses. The list is extensive and further information on these programs can be found on the provincial and federal websites.

Key Considerations for 2020 Tax Rate Bylaw:

1. The same tax rate for Multi Family in comparison to other Residential property should be maintained
2. Property owners (all property types) are able to pay taxes until September 30 without penalty
3. Taxpayers are encouraged to continue to make property tax payments through the Tax Installment Plan and sooner than Sep 30 if able as taxes will still be owing

Administration will continue to work with individual taxpayers and continues to review how programs and processes can be adapted to provide additional options for payment of taxes.

Options

The purpose in setting different tax rates for different property classes is to distribute the required tax amongst the classes. Experience tells us that property owners focus on total property taxes payable. In keeping with the Principles of Property Taxation and GPC direction, Administration has prepared four options in Appendix A for Council's consideration.

Option 1 – Same Total Increase for RS and NR – Same Tax Rate for RS and MF

- Residential and Non Residential classes each have a total decrease of 1.02% (including requisitions)
- Multi Family subclass of Residential increases 1.64% due to market forces (values held stronger for this residential property type) - results in the same tax rate for all residential properties and fair treatment of all residential properties

Option 2 – Same MF (1.0) and NR (2.0) Ratios as 2019

- Small tax increases for MF and NR and a 1.76% reduction for RS due to the education requisition increase for NR property being higher than residential (set by the Province)
- Different increase/decrease for each class

Option 3 – Same Municipal Increase All Classes

- Same 0.94% municipal increase for each class resulting in different total tax decreases for each class
- MF tax rate drops below that of other RS properties (not recommended)
- Allows the full impact of the provincial policy in education tax distribution to impact total taxes paid

Option 4 – Same Total Decrease All Classes

- MF tax rate drops below that of other RS properties (not recommended)
- Shifting of tax burden because market value changes not taken into consideration (not recommended)



Administrative Recommendations

- 1. That Option I – Same Total Increase for RS and NR – Same Tax Rate for RS and MF be approved for the setting of property tax rates in the 2020 Tax Rate Bylaw**
 - Residential and Non Residential classes each have a total decrease of 1.02% (including requisitions)
 - Multi Family as a subclass of Residential has an increase of 1.64% due to market forces - results in the same tax rate for all residential properties and fair treatment of all residential properties
- 2. Council direct administration to provide a report and recommendation in respect of whether Multi Family property should continue to be a subclass of Residential property for future year property taxation.**

2020 Summary of Tax Rate Options

Municipal:
\$138,305,099

Administrative
Recommendation

	OPTION # 1	OPTION # 2	OPTION # 3	OPTION # 4
	MF ratio of 1.00. Res & NR same total	Same NR and MF ratios as prior year	Same Municipal Increase	Same Total Increase
Residential				
	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>
2019	\$ 713 994	\$ 713 994	\$ 713 994	\$ 713 994
2020	\$ 720 981	\$ 713 974	\$ 716 977	\$ 721 982
Increase	\$ 7 (14)	\$ 0 (21)	\$ 3 (17)	\$ 9 (12)
% Increase	1.01 -1.36	0.00 -2.08	0.48 -1.74	1.20 -1.22

Multiple Family				
	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>
2019	\$ 694 968	\$ 694 968	\$ 694 968	\$ 694 968
2020	\$ 720 981	\$ 713 974	\$ 697 958	\$ 695 956
Increase	\$ 26 13	\$ 19 5	\$ 3 (10)	\$ 2 (12)
% Increase	3.73 1.29	2.69 0.55	0.48 -1.03	0.22 -1.22
2020 MULTI FAMILY RATIO	1.00	1.00	0.97	0.96

Non-Residential				
	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>	<u>Muni Only</u> <u>Total</u>
2019	\$ 1,415 1,812	\$ 1,415 1,812	\$ 1,415 1,812	\$ 1,415 1,812
2020	\$ 1,406 1,787	\$ 1,427 1,808	\$ 1,422 1,803	\$ 1,409 1,790
Increase	\$ (9) (25)	\$ 12 (4)	\$ 7 (9)	\$ (6) (22)
% Increase	-0.61 -1.36	0.84 -0.23	0.48 -0.51	-0.43 -1.22
2020 COMMERCIAL RATIO	1.95	2.00	1.99	1.95

(tax amounts are per \$100,000 of 2020 assessed value)

Monthly tax increase for a \$325,000 property:	OPTION # 1	OPTION # 2	OPTION # 3	OPTION # 4
RS	-\$ 3.66	-\$ 5.61	-\$ 4.69	-\$ 3.29
MF	\$ 3.39	\$ 1.43	-\$ 2.71	-\$ 3.21
NR	-\$ 6.67	-\$ 1.12	-\$ 2.50	-\$ 6.00

BYLAW NO. 3648/2020

WHEREAS, pursuant to section 353 of the *Municipal Government Act*, R.S.A. 2000, c.M-26 (the “MGA”) Council must pass a property tax bylaw annually authorizing Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers as set out in the budget of the municipality and the Requisitions;

AND WHEREAS, the tax rate to be established on areas annexed to The City of Red Deer (the “City”) is set by the Orders in Council by which those areas were annexed to the City;

NOW THEREFORE COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

PART 1 – TITLE, PURPOSE AND DEFINITIONS**Title**

1. This bylaw may be referred to as the “2020 Tax Rate Bylaw”.

Purpose

2. The purpose of this bylaw is to authorize the levying of a tax upon all taxable property shown on the Assessment Roll.

Definitions

3. In this bylaw, unless the context otherwise requires:
 - (a) “**Assessment Roll**” means assessment roll as set out in section 303 of the MGA;
 - (b) “**Designated Industrial Property**” means designated industrial property as set out in Section 284 of the MGA;
 - (c) “**Designated Manufactured Home**” means designated manufactured home as set out in Section 284 of the MGA;
 - (d) “**Farm Land**” means farm land as set out in Section 297 of the MGA;
 - (e) “**Machinery and Equipment**” means machinery and equipment as set out in Section 297 of the MGA;

- (f) “**Manufactured Home Community**” means manufactured home community as set out in Section 284 of the MGA;
- (g) “**MGA**” means the *Municipal Government Act*, R.S.A. 2000, c. M-26 as may be amended.
- (h) “**Multiple Family Residential**” means a sub-class of property classified as Class 1 – residential, as set out in Section 297 of the MGA, which includes property or a portion of the property that contains:
 - (i) all residential property where the total number of dwelling units on the parcel of land, whether contained in a single building or more than one building, exceeds two dwelling units; or
 - (ii) Manufactured Home Communities, excluding the individual Designated Manufactured Homes; or
 - (iii) vacant residential land held for the development of the above uses; or
 - (iv) residential portion of Non Residential Property.
- (i) “**Non Residential**” means non-residential property as set out in Section 297 of the MGA;
- (j) “**Provincial Assessor**” means provincial assessor as defined in Section 284 of the MGA;
- (k) “**Requisition**” means requisition as set out in Section 326 of the MGA;
- (l) “**Residential**” means residential as set out in Section 297 of the MGA;
- (m) “**Single Family Residential**” means a sub-class of property classified as Class 1 – residential, as set out in Section 297 of the MGA, which includes property or a portion of the property that contains:
 - (i) residential property where the total number of dwelling units on the parcel of land, whether contained in a single building or more than one building, does not exceed two dwelling units;
 - (ii) registered residential condominium units;
 - (iii) single family dwelling with basement suite;
 - (iv) residential portion of Non Residential Property;
 - (v) vacant residential land held for the development of the above uses; and

- (vi) Designated Manufactured Home located on a site in a Manufactured Home Community.

PART II - ASSESSMENT CLASSES AND TAX RATES

Assessment Classes and Sub-Classes

- 4. For the purpose of the 2020 tax levy, all assessed property within the City of Red Deer is hereby divided into one of the following assessment classes and subclasses:
 - (a) Residential
 - (i) Single Family Residential
 - (ii) Multiple Family Residential
 - (b) Non-Residential
 - (c) Farmland
 - (d) Machinery and Equipment

Allowance for non-Collection of Taxes

- 5. Pursuant to Section 359(2) of the MGA, for the 2020 tax levy there may be an allowance for the non-collection of taxes at a rate not exceeding the actual rate of taxes uncollected from the previous year's tax levy as determined at the end of the year.

Levy of Tax Rates

- 6. The City Manager is hereby authorized to levy the tax rates set out in Schedule "A" against the assessed value of all taxable property shown on the Assessment Roll and classified according to this bylaw.

Annexed Property

- 7. There shall be assessed, imposed and collected for the year of 2020, on those properties annexed to the City which are still subject to the following Orders in Council, those rates which are provided in each of the Orders in Council:

- (a) Order in Council 432/2004 dated September 22, 2004;
- (b) Order in Council 531/2009 dated October 28, 2009, as amended by Order in Council 477/2010 dated December 16, 2010, and Order in Council 103/2011 dated March 23, 2011.

PART III – GENERAL

Effective Date

8. This bylaw comes into force on the day it is passed.

READ A FIRST TIME IN OPEN COUNCIL this day of 2020.

READ A SECOND TIME IN OPEN COUNCIL this day of 2020.

READ A THIRD TIME IN OPEN COUNCIL this day of 2020.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2020.

MAYOR

CITY CLERK

BYLAW 3648/2020
SCHEDULE

2020 Municipal Tax Rates			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Single Family Residential	\$ 74,854,529	10,399,495,550	0.0071979
Multiple Family Residential	\$ 7,125,873	989,993,300	0.0071979
Non Residential	\$ 56,309,786	4,003,966,730	0.0140635
Farm Land	\$ 14,534	1,578,900	0.0092050
Machinery & Equipment ¹	\$ -	38,189,660	0.0140635
TOTAL TAX LEVY	\$ 138,304,722	15,433,224,140	
Allowance for non-collections	\$ -		
Approved tax requirement	\$ 138,305,099		
2020 Education Tax Rates			
(Requisitions by Alberta School Foundation and Red Deer Catholic Region)			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Single Family Residential	\$ 26,593,348	10,393,304,250	0.0025587
Multiple Family Residential	\$ 2,429,814	949,628,200	0.0025587
Non Residential	\$ 14,653,778	3,898,110,850	0.0037592
Farm Land	\$ 4,040	1,578,900	0.0025587
Machinery & Equipment ¹	\$ -	38,189,660	-
TOTAL TAX LEVY	\$ 43,680,980	15,280,811,860	
Prior year over/under levy	\$ 946,316		
Estimated tax requirement	\$ 44,627,376		
2020 Management Bodies Tax Rates			
(Requisition by Bridges Community Living)			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Single Family Residential	\$ 535,255	10,393,304,250	0.0000515
Multiple Family Residential	\$ 48,906	949,628,200	0.0000515
Non Residential	\$ 200,753	3,898,110,850	0.0000515
Farm Land	\$ 81	1,578,900	0.0000515
Machinery & Equipment ¹	\$ -	38,189,660	
TOTAL TAX LEVY	\$ 784,995	15,280,811,860	
Prior year over/under levy	\$ 405		
Approved tax requirement	\$ 785,000		
Designated Industrial Property Requisition Tax Rate			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Non Residential ²	\$ 11,889	156,434,310	0.0000760
TOTAL TAX LEVY	\$ 11,889	156,434,310	
Approved tax requirement	\$ 11,889		

¹ Exempt from taxation per Bylaw 3211/98

² Designated Industrial Property assessment and tax rate are set by the Provincial Assessor

2019 Tax Rate Bylaw**BYLAW NO. 3622/2019**

WHEREAS, pursuant to section 353 of the *Municipal Government Act*, R.S.A. 2000, c.M-26 (the “MGA”) Council must pass a property tax bylaw annually authorizing Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers as set out in the budget of the municipality and the Requisitions;

AND WHEREAS, section 369 of the MGA provides that Council must pass a supplementary property tax bylaw annually to authorize the levying of supplementary property tax in respect for which Supplementary Assessments have been made;

AND WHEREAS, the tax rate to be established on areas annexed to The City of Red Deer (the “City”) is set by the Orders in Council by which those areas were annexed to the City;

NOW THEREFORE COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

PART 1 – TITLE, PURPOSE AND DEFINITIONS**Title**

1. This bylaw may be referred to as the “2019 Tax Rate Bylaw”.

Purpose

2. The purpose of this bylaw is to authorize the levying of a tax upon all taxable property shown on the Assessment Roll and a supplementary property tax in respect for which Supplementary Assessments Roll has been prepared.

Definitions

3. In this bylaw, unless the context otherwise requires:
 - (a) “**Assessment Roll**” means assessment roll as set out in section 303 of the MGA;
 - (b) “**Designated Industrial Property**” means designated industrial property as set out in Section 284 of the MGA;
 - (c) “**Designated Manufactured Home**” means designated manufactured home as set out in Section 284 of the MGA;
 - (d) “**Farm Land**” means farm land as set out in Section 297 of the MGA;

- (e) “**Machinery and Equipment**” means machinery and equipment as set out in Section 297 of the MGA;
- (f) “**Manufactured Home Community**” means manufactured home community as set out in Section 284 of the MGA;
- (g) “**MGA**” means the *Municipal Government Act*, R.S.A. 2000, c. M-26 as may be amended.
- (h) “**Multiple Family Residential**” means a sub-class of property classified as Class 1 – residential, as set out in Section 297 of the MGA, which includes property or a portion of the property that contains:
 - (i) all residential property where the total number of dwelling units on the parcel of land, whether contained in a single building or more than one building, exceeds two dwelling units; or
 - (ii) Manufactured Home Communities, excluding the individual Designated Manufactured Homes; or
 - (iii) vacant residential land held for the development of the above uses; or
 - (iv) residential portion of Non Residential Property.
- (i) “**Non Residential**” means non-residential property as set out in Section 297 of the MGA;
- (j) “**Provincial Assessor**” means provincial assessor as defined in Section 284 of the MGA;
- (k) “**Requisition**” means requisition as set out in Section 326 of the MGA;
- (l) “**Residential**” means residential as set out in Section 297 of the MGA;
- (m) “**Single Family Residential**” means a sub-class of property classified as Class 1 – residential, as set out in Section 297 of the MGA, which includes property or a portion of the property that contains:
 - (i) residential property where the total number of dwelling units on the parcel of land, whether contained in a single building or more than one building, does not exceed two dwelling units;
 - (ii) registered residential condominium units;
 - (iii) single family dwelling with basement suite;
 - (iv) residential portion of Non Residential Property;

- (v) vacant residential land held for the development of the above uses;
and
 - (vi) Designated Manufactured Home located on a site in a Manufactured Home Community.
- (n) **“Supplementary Assessment”** means supplementary assessment as set out in Section 314 of the MGA;
- (o) **“Supplementary Assessment Roll”** means supplementary assessment roll as set out in Section 315 of the MGA;

PART II - ASSESSMENT CLASSES AND TAX RATES

Assessment Classes and Sub-Classes

4. For the purpose of the 2019 tax levy and supplementary tax levy, all assessed property within the City of Red Deer is hereby divided into one of the following assessment classes and subclasses:
- (a) Residential
 - (i) Single Family Residential
 - (ii) Multiple Family Residential
 - (b) Non-Residential
 - (c) Farmland
 - (d) Machinery and Equipment

Allowance for non-Collection of Taxes

5. Pursuant to Section 359(2) of the MGA, for the 2019 tax levy and supplementary tax levy there may be an allowance for the non-collection of taxes at a rate not exceeding the actual rate of taxes uncollected from the previous year's tax levy as determined at the end of the year.

Levy of Tax Rates

6. The City Manager is hereby authorized to levy the tax rates set out in Schedule “A” against the assessed value of all taxable property shown on the Assessment Roll and the Supplementary Assessment Roll and classified according to this bylaw.

Annexed Property

7. There shall be assessed, imposed and collected for the year of 2019, on those properties annexed to the City which are still subject to the following Orders in Council, those rates which are provided in each of the Orders in Council:
- (a) Order in Council 432/2004 dated September 22, 2004;
 - (b) Order in Council 531/2009 dated October 28, 2009, as amended by Order in Council 477/2010 dated December 16, 2010, and Order in Council 103/2011 dated March 23, 2011.

PART III – GENERAL**Effective Date**

8. This bylaw comes into force on the day it is passed.

READ A FIRST TIME IN OPEN COUNCIL this 15 day of April 2019.

READ A SECOND TIME IN OPEN COUNCIL this 29 day of April 2019.

READ A THIRD TIME IN OPEN COUNCIL this 29 day of April 2019.

AND SIGNED BY THE MAYOR AND CITY CLERK this 29 day of April 2019.

"Tara Veer"

MAYOR

"Frieda McDougall"

CITY CLERK

**BYLAW 3622/2019
SCHEDULE "A"**

2019 Municipal Tax Rates			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Single Family Residential	\$ 73,814,350	10,624,438,650	0.0069476
Multiple Family Residential	\$ 6,638,854	955,560,700	0.0069476
Non Residential	\$ 55,947,419	4,021,493,470	0.0139121
Farm Land	\$ 16,301	1,770,900	0.0092050
Machinery & Equipment ¹	\$ -	37,085,170	0.0139121
TOTAL TAX LEVY	\$ 136,416,924	15,640,348,890	
Allowance for non-collections	\$ -		
Approved tax requirement	\$ 136,417,008		
2019 Education Tax Rates			
(Requisitions by Alberta School Foundation and Red Deer Catholic Region)			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Single Family Residential	\$ 28,772,753	10,618,035,810	0.0027098
Multiple Family Residential	\$ 2,507,970	925,518,500	0.0027098
Non Residential	\$ 15,138,131	3,914,898,770	0.0038668
Farm Land	\$ 4,799	1,770,900	0.0027098
Machinery & Equipment ¹	\$ -	37,085,170	-
TOTAL TAX LEVY	\$ 46,423,653	15,497,309,150	
Prior year over/under levy	-\$ 168,351		
Estimated tax requirement	\$ 46,255,278		
2019 Management Bodies Tax Rates			
(Requisition by Piper Creek Foundation)			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Single Family Residential	\$ 396,053	10,618,035,810	0.0000373
Multiple Family Residential	\$ 34,522	925,518,500	0.0000373
Non Residential	\$ 146,026	3,914,898,770	0.0000373
Farm Land	\$ 66	1,770,900	0.0000373
Machinery & Equipment ¹	\$ -	37,085,170	
TOTAL TAX LEVY	\$ 576,666	15,497,309,150	
Prior year over/under levy	-\$ 1,268		
Approved tax requirement	\$ 575,000		
Designated Industrial Property Requisition Tax Rate			
Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Non Residential ²	\$ 12,273	156,149,300	0.00007860
TOTAL TAX LEVY	\$ 12,273	156,149,300	
Approved tax requirement	\$ 12,273		

¹ Exempt from taxation per Bylaw 3211/98

² Designated Industrial Property assessment and tax rate are set by the Provincial Assessor

DATE: May 14, 2020, 2020
TO: Joanne Parkin, Revenue and Assessment Manager
FROM: Frieda McDougall, Legislative Services Manager
SUBJECT: Tax Rate Bylaw 3648/2020

Reference Report:

Revenue & Assessment Services, dated May 11, 2020.

Resolution:

At the Monday May 11, 2020 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer having considered the report from Revenue and Assessment Services, dated May 11, 2020 re: Tax Rate Bylaw 3648/2020 hereby directs Administration to provide a report back to Council on whether Multi Family property should continue to be a subclass of Residential property, for future year property taxation.

Bylaw Reading:

At the Monday, May 11, 2020 Regular Council Meeting, Council gave First and Second reading to the following Bylaw:

Bylaw 3648/2020 (a bylaw to establish the property tax rates for 2020)

Report back to Council:

Yes.

Comments/Further Action:

Third reading of this bylaw has been scheduled for May 13, 2020. Administration will provide a report as directed in the above resolution.

“Frieda McDougall”

Frieda McDougall
Manager

- c. General Manager Corporate Services Division
Corporate Meeting Administrator