

AGENDA
Council of the City of Lacombe
Monday, March 13, 2017 at 5:00 PM
in Council Chambers

Time Reference	Agenda Item
	<u>Regular Meeting of Council</u>
5:00	1. CALL TO ORDER
	2. ADOPTION OF AGENDA
	3. ADOPTION OF MINUTES
	<ul style="list-style-type: none"> • February 27, 2017
	4. INFORMATION
	<ul style="list-style-type: none"> • Council Mailbox
	5. PUBLIC HEARINGS
	6. PRESENTATIONS
	7. BYLAWS
	Council & Legislative Municipal Election Bylaw 426 (Second and Third Reading)
	8. UNFINISHED BUSINESS
	9. NEW BUSINESS
	<u>Community and Economic Development</u> Echo Energy Stage (Request) <u>Infrastructure Services & Public Works</u> Recycling Depot Review
	10. REPORTS
	Mayor and Council Christie; Armishaw; Bouwsema; Harder:

	<p>Konnik; McQuesten; Rempel</p> <p>Future Agenda Items</p>
	<p>11. IN CAMERA</p>
	<p>(1) West Area Update (Land)</p>
	<p>12. NOTICES OF MOTION</p>
	<p>13. ADJOURNMENT</p> <p><u>Future Meetings</u></p> <ul style="list-style-type: none"> • Monday, March 27, 2017 Regular Council Meeting • Monday, April 3, 2017 Council Committee Meeting • Monday, April 10, 2017 Regular Council Meeting



CITY COUNCIL AGENDA REPORT

SUBJECT:	Local Municipal Election – October 16, 2017
PREPARED BY:	Michael Minchin, Corporate Services Director
PRESENTED BY:	Michael Minchin, Corporate Services Director
DATE:	February 27, March 13, 2017

PURPOSE:

To provide Council with necessary voting process, requirements and options for the 2017 General Election for which certain decisions (by resolution or bylaw) are required as early as March 17, prior to the October 16, 2017 Municipal election. Council is also asked to provide ~~first~~ **second and third** reading of Municipal Election Bylaw 426 at this same meeting.

BACKGROUND:

The next Municipal Election occurs October 16, 2017 for Alberta municipalities.

Administration has proposed items consistent with past practice within the attached Bylaw 426, scheduled for first reading February 27, 2017, and second/third reading March 13. Although permissible, Administration is not recommending: the appointment of the Mayor from elected officials, the use of special ballots, any changes to voter identification, collecting deposits with nominations, and not recommending that election day be the Saturday preceding October 16th (October 14 versus Monday October 16). **Wolf Creek Public Schools has again indicated interest in entering into an Election Services Agreement with the City and the City may by resolution enter into such an agreement. Both STAR Catholic and Wolf Creek Public Schools would be contacted to obtain their respective board's approval of the agreement, as in past years, in assisting with their election of trustees.**

In accordance with the Local Authorities Election Act (LAEA), the proposed Municipal Election Bylaw 426 will address:

- Types of voter identification accepted (as per the Act), (or if different, by Bylaw, 6 months in advance of September 18 Nomination Day (by March 17). *Sections 53(3) and 53.1 (1).*
- Voting stations open before 10 a.m. (By Bylaw prior to June 30) *Section 46(2)*
- Accept Nominations earlier than 10:00 a.m. (By Bylaw prior to June 30) *Section 28(2)*
- Minimum number of electors signing nomination forms (By Bylaw prior to June 30) *Section 27(1)*
- Voting Machines (By Bylaw) *Section 84(1)*
- **Holding a Joint Election *Section 3(1)***

Council is asked to provide resolutions for the following:

- Advance Vote (By resolution) *Section 73(1)*
- Institutional Vote location (By resolution) *Sections 80(1), 37(1)*
- Incapacitated Elector at home (By resolution with times fixed by resolution) *Section 79(1)*

2012 and later amendments to the Local Authorities Election Act RSA 2000 L-21 to improve accountability and transparency included:

- Minimum requirements for electors to produce identification to prove identity (name) and current address in order to receive a ballot
- Provision for surplus and deficit disclosure statements (campaign reporting requirements from prior election);
- Terms of Office increasing to 4 years;
- Refusal of a candidate's nomination form if not signed by the required number of electors. (at least 5).
- Candidate registration with municipality before accepting campaign contributions, on or before nomination day (in force January 1, 2014).

Registration prior to nomination day does not apply to a candidate exclusively funding their own campaign up to a maximum of \$10,000 (per Section 147.21(6)). Self-funding candidates who wish to be transparent are free to register their intention with the municipality by completing Form 3A (and marking the box "My campaign for Municipal Office is entirely self funded up to a limit of \$10,000."). They will then be entered on the register of Candidates maintained by the Municipality (the form of which is at the discretion of the City).

To date there have been no further amendments to the Act. Following a recent Municipal Affairs limited-scope review of the Local Authorities Election Act, future amendments could be developed.

ISSUE ANALYSIS:

The City has traditionally established advance polls, institutional voting stations and in-home voting services for the election.

Administration is again proposing two advanced polls and institutional voting stations at the Lacombe Senior Citizen's Lodge and at the Lacombe Hospital and Care Center. A mobile poll for incapacitated voters by prior appointment is also proposed.

The proposed Municipal Election Bylaw 426 is largely based on requirements of the Local Authorities Election Act, and those bylaws of other Alberta Municipalities using identical automated voting systems.

Extension of Hours - Nomination Day and Election Day



A bylaw to extend the time for receiving nomination forms and for voting hours during Election Day must be passed by June 30th, pursuant to sections 28(2) and 46(2) of the Local Authorities Elections Act

Extension of hours for the receipt of candidate nominations forms from 8:00 a.m. to 12:00 p.m. on Nomination Day and to extend the Election Day voting hours to 8:00 a.m. to 8:00 p.m. is recommended and included in Bylaw 426 (Section 4).

Electronic Voting

The City of Lacombe Bylaw 426 (Sections 5 and 6) has included provisions for electronic automated voting procedures in conjunction with paper ballots.

Voter Identification

Local authorities may also pass a bylaw no later than 6 months prior to the September 18 nomination day (by March 17) which provides the opportunity to alter the number and types of identification required to allow a person to vote. This change came into force on December 10, 2012. Bylaw 426 Section 8 defaults to the Local Authorities Election Act, listing all forms of identification meeting the standard Provincial requirement communicated in January 2017 by Municipal Affairs.

Advance Vote

The City traditionally holds two advance polls prior to election day, usually on the evening of the Wednesday prior to Election Day and the morning of the Saturday prior to Election Day. An advanced vote can be established by resolution, with days and hours to be determined. To accommodate residents who depart for the winter, one earlier date prior to Thanksgiving weekend, and one date after is recommended. For the 2017 election these dates would be Saturday September 30 from 9 AM to 1 PM, and Wednesday, October 11, 2017 from 4 PM to 8 PM. Per Section 74(1), Notice of the Advanced Polls (at City Hall) must be advertised at least one week before September 30, and Notice of the Election is advertised at least two weeks before election day (October 16).

Institutional Voting Station

The City by resolution will designate the location of special election-day voting stations at the Lacombe Hospital & Care Centre and the Lacombe Senior's Citizen Lodge. To establish these stations for 2017, a resolution outlining the locations required. Voting times on election day are fixed, tentatively for 9: a.m. to 11:00 a.m. at the Lacombe Hospital and Care Centre, and for 1:00 p.m. to 3:00 p.m. at the Lacombe Senior Citizen's Lodge.

Incapacitated Elector (In Home Mobile Poll)

The in home voting station allows for those electors who are incapacitated and unable to leave their homes to vote at home. Electors who request this service must pre-register. Council may



establish this service with times fixed by resolution (by pre-registered appointment only on October 5 between 9:00 a.m. to 6:00 p.m.).

Minimum electors signing nomination forms

Nomination forms (Form 3) are to be signed by at least five resident electors eligible to vote in the election. Per LAEA section 27, Council may, by bylaw passed prior to June 30, specify the minimum number of electors required to sign the nomination of a candidate (between 5 and 100). Bylaw 426 (Section 4) currently specifies at least five and does not require a deposit.

FINANCIAL IMPLICATIONS:

The 2017 operating budget includes amounts necessary to meet the needs of all voting stations and necessary staff.

LEGISLATIVE AUTHORITY:

- Local Authorities Election Act R.S.A. 2000, Ch. L-21, May 14, 2014.
- Local Authorities Election Forms Regulation AR 106/2007
- Modified Voting Procedure Regulation 5/2007
- Municipal Government Act, R.S.A. 2000., Ch. M-26
- School Act, R.S.A 2000, c. S-3

SERVICE LEVEL IMPACT:

- Existing Staff time during, pre, and post election.

STRATEGIC/BUSINESS PLAN REFERENCE:

Operational Excellence
Community Relations

ALTERNATIVES:

- A) THAT Council give Bylaw 426 second and third reading, repealing Municipal Election Bylaw 358, and THAT Council direct administration to conduct a joint election by entering into Election Services agreements to conduct the 2017 Municipal election jointly with Wolf Creek School Division No. 72 and with St. Thomas Aquinas Roman Catholic Separate Regional Division #38, should their Boards require such services.
- B) That Council advise of additional voting procedure resolutions and/or bylaw amendments they wish to introduce
- C) That Council not support the recommendation and provide direction to Administration.

ATTACHMENTS:



- Local Authorities Election Act
- Municipal Election Bylaw 426
- Schedule of Proposed Election Dates
- **Municipal Election Bylaw 358**
- **Wolf Creek Letter of Interest**

ACTION/RECOMMENDATION:

~~1. THAT Advance Polls for the City of Lacombe’s 2017 General Municipal Election be held at the City Administration Office (5432 56 Avenue) with dates and times to be tentatively:~~

- ~~• Saturday, September 30, 2017 between the hours of 9 AM to 1 PM~~
- ~~• Wednesday October 11, 2017 between the hours of 4 PM and 8 PM.~~

~~2. THAT Council establish Institutional Voting Stations for the City of Lacombe’s 2017 General Municipal Election at the following locations on Election Day:~~

- ~~• Lacombe Hospital & Care Centre (5430 47 Avenue) (tentatively between the hours of 9 AM and 11 AM); and,~~
- ~~• Lacombe Senior Citizen’s Lodge (4508 C&E Trail) (tentatively between the hours of 1 PM and 3 PM)~~

~~for the purpose of accommodating electors who are confined to a hospital or nursing home within Lacombe.~~

~~3. THAT Council establish a mobile voting station for incapacitated electors at home with attendance by two deputies to those who are unable to attend a voting station or advance voting station, by pre-arranged appointment between the hours of 9:00 a.m. to 6:00 p.m.~~

1. THAT Council give Bylaw 426 ~~first~~ **second** reading.
2. THAT Council give Bylaw 426 third reading, and repeal Municipal Election Bylaw 358
3. THAT Council direct administration to conduct a joint election by entering into Election Services agreements to conduct the 2017 Municipal election jointly with Wolf Creek School Division No. 72 and with St. Thomas Aquinas Roman Catholic Separate Regional Division #38, should their Boards require such services.



2017 General Election Key Dates and Locations

DATE	EVENT	LOCATION
Monday, September 18, 2017 8 AM to Noon	Nomination Day	City Hall Council Chambers 5432 56 Avenue, Lacombe
Saturday, September 30, 2017 9 AM to 1 PM	Advance Poll #1	City Hall Council Chambers 5432 56 Avenue, Lacombe
Thursday, October 5, 2017 9 AM to 6 PM (*By appointment only)	Mobile Poll for Incapacitated Voters (*Appointment Registration Deadline October 2)	*Phone (403)782-1287 for Appointment
Monday October 9, 2017	Thanksgiving	
Wednesday October 11, 2017 4 PM to 8 PM	Advance Poll #2	City Hall Council Chambers 5432 56 Avenue, Lacombe
Monday October 16, 2017 9 AM to 11 AM	Institutional Vote (Continuing Care Residents only)	Lacombe Hospital & Care Center 5430 47 Avenue, Lacombe
Monday October 16, 2017 1 PM to 3 PM	Institutional Vote (Lodge Residents Only)	Lacombe Senior Citizen's Lodge 4508 C&E Trail, Lacombe
Monday October 16, 2017 8 AM to 8 PM	Election Day	Lacombe Memorial Centre 5214 50 Avenue, Lacombe





CITY COUNCIL AGENDA REPORT

SUBJECT:	Echo Energy Stage – Refund of Permit and Inspection Fees
PREPARED BY:	Jennifer Kirchner, Planner II
PRESENTED BY:	Lyla Peter, Acting Director of Operations and Planning
DATE:	March 13, 2017

PURPOSE:

A request has been made by the Lacombe Performing Arts Centre Foundation Board for the reimbursements of all permit and inspection fees paid to the City for the construction of the Echo Energy Stage. The total fee amount is \$668.28.

BACKGROUND:

In 2016, a development permit was issued for the construction of the Echo Energy Stage. The permit (61.252.34 2016) was issued for the stage construction in Lest We Forget Park which is located south of the Lacombe Memorial Centre. The stage was constructed in early 2017 and received financial support from the Echo Energy fund.

The following chart outlines the fees paid for this project.

Type of Fee	Amount Paid to the City	Amount Paid to External Groups	Recommended Potential Refund
Development Permit	\$300.00		\$300.00
Advertising	\$75.00	\$75.00	
Building Permit	\$282.00	\$141.00	\$141.00
Safety Codes Council	\$11.28	\$11.28	

ISSUE ANALYSIS:

The City of Lacombe collected 4 types of fees for this project: Development Permit, Advertising, Building Permit and Safety Codes Council. Of these fees, a portion is paid to external groups. Half of the Building Permit Fee is paid to IJD Inspections Ltd., which is the inspection group hired by the City to undertake the issuance, inspections and closures of building, electrical, plumbing, and gas permits. Additionally, a Safety Codes Council fee is collected for all building, electrical, plumbing and gas permits issued. This money is paid to the Safety Codes Council.

The Development Permit fee is kept by the City, and covers the work undertaken to review, issue and close development permits. An advertising fee is also collected by the City to cover the costs of newspaper advertisement of development permits. In addition, the City retains half of the building permit fee.

Whenever a project is led by the City of Lacombe (e.g. subdivision of Len Thompson, permit fees for the arena or police station, mural on the arena wall, etc), the cost of the City of Lacombe services required has been factored into the price and the budget. This helps ensure that the true costs of the project are captured and reflected in the correct functional area.

While this is not a City of Lacombe project, the City gave permission to allow the Echo Energy Stage to be constructed in Lest We Forget Park, and assisted with the site preparation. The stage will be used for community events such as Music in the Park and during the Light Up the Night festival.

There is a danger that if the refund is provided to this group, there are likely many other worthy community projects, and non-profit groups that may request a similar refund. The cost of providing the service remains regardless of projects sponsor, and a lack of payment by one party only pushes these administrative costs on to other users. It is for these reasons that Administration continues to support the imposition of the fees, regardless of the project's merit in the community. In the past, there have been instances where Council chose to support a specific community initiative through Council's 'Transfer to Other' budget item, which is an option in this instance as well.

FINANCIAL IMPLICATIONS:

If a refund is provided, revenue in the Planning and Development Department budget would be reduced. As this fee was already collected in 2016, it would be a loss to the 2017 budget. If no refund is provided, there is no financial implication.

ALIGNMENT TO PLANNING DOCUMENTS:

- **DARP – Guiding Principles**
 - Provide a central park space/plaza which can serve as a community gathering point throughout the year.
 - Utilize the visual and performing arts as a catalyst for downtown revitalization.

LEGISLATIVE AUTHORITY:

- Municipal government Act, RSA 2000, Section 640 (4) (q) allows the municipality to set fees in relation to the Land Use Bylaw
- Land Use Bylaw 400 4.5.1 a (l) identifies the collection of fees for services
- Bylaw 168 (Regulation building permits) identifies fees to be charged for building permit services

SERVICE LEVEL IMPACT:



- There will be no service level impact.

STRATEGIC/BUSINESS PLAN REFERENCE:

- 1 – Safe, Healthy and Vibrant Community

ALTERNATIVES:

- i. THAT Council not reimburse the permit and inspection fees (totalling \$441.00) for the construction of the Echo Energy Stage to the applicant
- ii. THAT Council reimburse the development permit fee and the City of Lacombe portion of the building permit fee, to a total of \$441.00, for the construction of the Echo Energy Stage to the applicant.
- iii. THAT Council reimburse any or all of the fees paid for the construction of the Echo Energy Stage from the Council budget.

ATTACHMENTS:

- None

ACTION/RECOMMENDATION:

No action recommended.





CITY COUNCIL AGENDA REPORT

SUBJECT:	Acceptance of Organics at the Wolf Creek Recycle Depot
PREPARED BY:	Chris Huston, Utilities Manager
PRESENTED BY:	Lyla Peter, Acting Director of Planning & Operations
DATE:	March 13th, 2017

PURPOSE:

To provide Council with information on the current acceptance of organic material at the Wolf Creek Recycle Depot (WCRD).

BACKGROUND:

The City of Lacombe operates a recycle depot for City of Lacombe residents and utility customers, as well as residents of Lacombe County. While the site has changed locations over the years, it is currently located at 5214 Wolf Creek Drive (along with the Water Bulk fill station). The site accepts the following materials: mixed single stream recyclables (paper, plastic, tin, glass and cardboard), yard waste (grass clippings, leaves, garden tops and weeds), brush, tree limbs and sod. There have been minimal changes to what has been accepted at the site over the years. The site maintains 24 hour access; 365 days a year due to the proximity of the Water Bulk fill station. Placing hours of operation and locking a gate, would not be an option due to water haulers needing 24 hour access.

The function of the unmanned recycle depot is to provide an area for users to divert recyclable and reusable material from the solid waste stream. Recyclable material stays out of the landfills, furthering the landfills life span and further promoting Lacombe as a greener community – a key aspect of the City’s Municipal Sustainability and Development Plans. This contribution amounts to approximately \$20, 600 annually from the Recycle Depot, but does not include organics.

During the 2017 budget deliberation process, Council directed Administration to review the depot’s current configuration of accepting brush, grass and sod (organic materials) and the service level implications if the City were to no longer accept organic materials at the site.

Aerial View of the WCRD



Picture from Wolf Creek Drive



Sign detailing acceptable materials



Picture of the mixed recycling bin (2 onsite)



Area for Yard waste (grass, leaves, weeds, garden tops).



Area for sod collection



Cardboard only bin (2 onsite)



Area for trees and brush



*Note: Mixed materials, such as the wooden desk in the brush pile, are common

The Bulk Water fill station that is also onsite



ISSUE ANALYSIS:

Utilities operators visit the site each morning during normal working hours to inspect the site, clean up material found outside of the bins, and check the water bulk fill station. This task is usually completed by two (2) operators and can range from 30 minutes to one hour depending on what is required at the site that morning. A typical site visit involves the operators placing materials found outside the bins inside, removing prohibited waste from the site and bins, spreading sand in-between the bins where the sanding truck is unable to reach, shoveling/sweeping in-between the bins, and checking the bulk water fill station.

The City's Roads Department has been tasked with cleaning up the organic material that is onsite. Users of the site are directed by signs to deposit their organic material in three (3) designated areas;

- Yard Waste
 - ✓ Accepted – leaves, grass clippings, garden tops and weeds.
 - ✗ Prohibited – trees & brush, sod and material in garbage bags;
- Trees and Brush
 - ✓ Accepted – tree limbs, brush, twigs, Christmas trees.
 - ✗ Prohibited – yard waste, sod and garbage bags;
- Sod
 - ✓ Accepted – sod rolls, pieces and chunks.
 - ✗ Prohibited – trees & brush, yard waste and garbage bags.

There are different costs associated with maintaining the site. These include the employee hours for clean up, the cost of the equipment used and contracted costs.

Over the course of a year, the cost of cleaning up the site each morning by the Utilities Department totals approximately \$9,500. The Roads Department spends approx. 5 hours per day for 26 separate days over the course of a year removing all organic material from the site.

To remove the organic material from the site, different pieces of equipment are required, typically a loader, backhoe and four (4) gravel trucks are used to take the 'Brush & Trees' to the Prentiss Landfill East of the City, and the 'Yard Waste and Sod' to a third party contracted composting facility West of the City.

The Roads Department has been able to perform this task and work it into their schedules throughout the year. Using the current Common Services equipment and labour rate (which is the cost Administration uses to charge to a customer), the estimated cost to remove the organic material from the depot is \$66,750. This cost is only for removal by the Roads department (brush, trees, sod, and yard waste) and does not include the extra charge of \$50,000 to dispose of the yard waste/sod to a contracted third party facility.



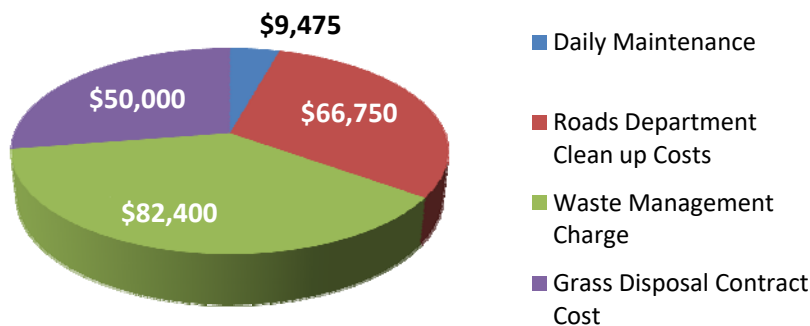
Brush and trees are delivered to the Prentiss Landfill at no cost. Unfortunately, Prentiss is unable to accept the volume of yard waste and sod that the City produces annually. The City contracts out the disposal of yard waste and sod to a private company. All costs associated with the City diverting grass and sod from the landfill are borne by the City, as Lacombe County does not provide a diversion credit for this item.

While the City has annually budgeted for the service, the cost to divert the volumes have continued to grow and now will likely exceed the allotted budget in coming years.

The cost for the Roads department is based on current Common Services equipment and labour rates, if the City were to charge out to a customer. This becomes a moot point, since the equipment is owned by the City and the operators work for the City. There is no real expenditure with the exception of fuel for the fleet used. It becomes an added service to the residents and an additional task to the department.

Below shows the 2016 expenditures for organic material removal at the recycle depot:

WCRD Maintenance Expenditures



The Pie chart above shows the operating and maintenance expenditures for the Depot at \$208,625 in 2016, the bulk of the expense comes from Waste Management for the single stream recycling bins. Lacombe County contributes \$23,400 for use of the facility by County residents. Further, Lacombe Regional Solid Waste Commission remits approximately \$40,100 annually in 'Diversion Credits' for material collected at the Depot.

2016 Operational Cost for the WCRD	Cost
Third Party Composting Disposal(2017 Budget)	\$50,000
WCRD Single Stream Recycling	\$82,400
Roads Department Clean-up (estimate of internal cost)	\$66,750
Daily Visit to Depot (estimate of internal cost)	\$9,475



Subtotal (2016)	\$208,625
County Contribution	(\$23,400)
LRSWC Diversion Credits (for Depot only)	(\$40,100)
Total	\$145,125

The Depot’s acceptance of organics has generated concerns over the years. This is because the cost of running the depot is largely borne by City of Lacombe taxpayers, yet the site is used and accessed by residents of Lacombe, Lacombe County and commercial companies. The site is more convenient than driving the material to the Prentiss landfill where charges may be applied depending on the weight of the load.

Recently, the depot was well used by a private contractor that was clear cutting trees for a potential development. A mountain of trees and brush was deposited at the depot, and approximately 100 loads were transported to the site and left for the Roads crew to clean up and haul to the Prentiss Landfill. It is estimated that staff time to clean up this specific occurrence amounted to approximately \$5,500. This is not a rare occurrence, but is the largest volume from one contractor to be deposited at the site. The dumping is legal, as the depot accepts the material and many contractors will not take their material to Prentiss, since this saves them time and money.

The use of the depot by private contractors has been a concern voiced over the past few years. It has been suggested that if the contractors are performing work for a resident of Lacombe, forcing them to take the material to Prentiss landfill would just increase the charge borne to the resident or customer of the contractor. However, by having the contractor charge the rate, it would be charged to the specific resident accessing the service.

The continued acceptance of organics at the site, regardless of who is hauling it there, provides an excellent service to users, but is paid for by Lacombe residents. The site garners positive feedback from users for its location and because of the organic areas where users can deposit yard waste (grass clippings, leaves, garden tops and weeds), brush, tree limbs and sod.

Occasionally users drop off all wood products at the brush site. Crews have collected wood furniture, lumber, plywood and furniture at the site despite it being clear that these items are to be taken to Prentiss directly instead of being left in the trees and brush pile.

The organic areas located at the depot have proven to be effective at getting brush piles out of the alleys, making them safer for traffic and lessening the volumes once found during the cleanup campaigns. Administration has advertised that the Wolf Creek Recycle Depot is the place to take all your organics material, unless a grass bin is near their residence.

Organic Materials Acceptance at the Depot



Administration has the ability to modify what is accepted at the depot, but any modification results in positive and negative outcomes.

Operate Status quo at the Depot:

Positive outcomes:

- No service level change for users;
- Users have a convenient area to dispose of organics;

Negative outcomes:

- Increased maintenance at the site as users and population grows;
- Increased expense to dispose of the organic material (trees, brush and grass);
- Continued cleanup of the brush pile when prohibited materials are dropped off;

Stop accepting Organics at the Depot:

Potential Positive outcomes –

- Eliminate a weekly task from the Roads Department, freeing up resources for other tasks;
- Reduce grass disposal charges created from the Depot only, Compost will still have a \$50,000+ budget for collecting the green 'Yard Waste' bins;
- Reduce daily maintenance costs to clean-up the site on week days;
- Reduce overall expenditures for the site;

Potential Negative outcomes:

- Fencing of the disposal sites to eliminate users dropping off the organic materials would carry a capital expense of approx. \$10,000;
- Users will have to take the organics to Prentiss for disposal which may negatively impact illegal disposal of the organic material in alleys, garbage bins, ditches, or even back at the Depot;
- There is a possible increase of fees collected from Landscaping companies that charge customers for their services. The direct cost to the City would be if the City used a landscaping company for provision of different services. Indirect costs would be borne by residents using these services.
- The cost to install a new sign that states the changes and directs users to Prentiss for disposal;
- Compost disposal is also estimated to increase annually as shown in the 2017 approved budget, increasing from \$50,000 in 2016. The costs are expected to increase as more green bins are placed throughout the City (through growth and through increased usage of the bins), resulting in increased collection and volumes from the bins and at the drop-off site.



Summary:

The Wolf Creek Recycle Depot’s current practice of accepting organic material is an exceptional service provided to the users of the site and to the residents of Lacombe. When the depot became an option for users and residents to transport and deposit organic material, the City’s alleys and garbage bins saw a substantial decrease of material being deposited in and around them. If, the Depot stops accepting organics, Administration is concerned that the alleys and garbage bins will once again be cluttered and congested with trees, brush and grass piles. By maintaining an open site, the City acknowledges that there is an opportunity for non-City residents to obtain a free service from city residents. However the cost to either have an attended site or to clean up other areas of the City may not be cost effective.

STRATEGIC/BUSINESS PLAN REFERENCE:

Supports Strategic Priority:

Operation: Infrastructure Growth and Asset Management.

ACTION/RECOMMENDATION:

None. This report is presented for information only.

