Policy Number:	CO-035
Effective On:	October 27, 2026
Approval History:	January 8, 2018, April 9, 2018, May 7, 2018
Review Frequency:	Every four (4) years
Division Responsible:	Municipal Services
Cross-Reference:	Municipal Government Act, Local Improvement Plans

1. Policy Statement

Where road repair and maintenance is completed on a Distributor Road or Local Road in accordance with the timelines established in the Road Assessment, costs associated with that repair and maintenance will be funded through the City's budget or other sources. Where a group of owners wishes to have road repair and maintenance conducted on a Distributor Road or Local Road in advance of the timelines established in the Road Assessment Report, the group of owners may petition the council for a Local Improvement.

Where a group of owners wishes to have repair and maintenance conducted on an Alley, the group of owners may petition the council for a Local Improvement.

Where a group of owners wishes to have decorative street lighting on a Distributor Road, Local Road or Alley, or standard street lighting on an Alley, the group of owners may petition the council for a Local Improvement.

The purpose of this Policy is to establish a framework for the implementation of Local Improvement Taxes where a sufficient petition has been filed with the City for the above purposes. Further, the purpose of this Policy is to establish a framework for the implementation of Local Improvement Taxes in a fair and equitable manner that takes into consideration the debt-load of the City, the impact to ratepayers, the impact on benefiting properties, and any other factors that the City considers relevant.

2. Definitions

"Alley" has the meaning given to it in the Traffic Bylaw;

"Arterial Road" is any Road that is within the meaning of "Arterial Roads" in Section 3.2.1 of the TMP, excluding any such Roads that are also Truck Routes or Provincial Highways;

"CAO" means the City's Chief Administrative Officer or any officer or employee of the City designated by the Chief Administrative Officer to exercise any abilities and/or perform any duties of the Chief Administrative Officer under this Policy;

"Collector Road" is any Road that is within the meaning of "Collector Roads" in Section 3.2.1 of the Transportation Master Plan (TMP), excluding any such Roads that are also Truck Routes or Provincial Highways;

"Distributor Road" is any Road that is either an Arterial Road or a Collector Road;

"Land" has the meaning given to "parcel of land" in 1(1)(v) of the MGA;

"Local Improvement" has the meaning given to it in Part 10, Division 7 of the MGA, except that, for the purposes of this Policy, Provincial Highways and Major Truck Routes are not Local Improvements;

"Local Improvement Tax" means a Local Improvement tax as contemplated by Part 10, Division 7 of the MGA (i.e. a tax to help fund the creation or implementation of Local Improvements);

"Local Road" is any Road that is within the meaning of "Local Roads" in Section 3.2.1 of the TMP;

"MGA" means the *Municipal Government Act*, RSA 2000, c M-26;

"Owner" has the meaning given to it in Section 1(1)(u) of the MGA;

"Provincial Highway" means any Road designated as such under the *Highways Development and Protection Act*, SA 2004, c H-8.5;

"Road" has the meaning given to it in the MGA;

"Road Assessment Report" means the Road Assessment Report of the City of Wetaskiwin prepared periodically for purposes of carrying out Road assessments;

"Storm Sewer System" has the meaning given to "Storm Sewer" in the City's *Water and Wastewater Bylaw*, Bylaw No. 2081-24;

"TMP" means the City's *Transportation Master Plan*, dated February 8, 2021;

"Traffic Bylaw" means the City's *Traffic Bylaw*, Bylaw No. 1893-17;

"Truck Route" has the meaning given to it in the Traffic Bylaw; and

For greater certainty, any reference to any legislation, regulations, bylaws, or other document or instrument or any portion thereof shall be understood to include "as amended and/or repealed and replaced from time to time".

3. Standards

3.1. For the purpose of this Policy, all Roads in the City have been classified in the following groupings:

a) Provincial Highway;
b) Distributor Road;
c) Truck Route;
d) Local Road; and
e) Alley.

3.2. For greater certainty, the rules and guidelines in this Policy about "Local Improvements" do not apply to Provincial Highways and Truck Routes because they are not classified as "Local Improvements" for the purposes of this Policy. Any responsibility of the City for Provincial Highways and Truck Routes and any improvements related to them will be funded through the City's budget or other sources, not through the imposition of any Local Improvement Tax.

3.3. When Roads are constructed, reconstructed, or otherwise subject to comprehensive repairs and paid for by a Local Improvement Tax, the City, unless decided otherwise by the CAO, will during such work have all adjacent or nearby curbs and gutters, sidewalks, Storm Sewer Systems, and landscaping constructed, reconstructed, or otherwise subject to comprehensive repairs (as the case may be), and the costs of such additional works shall be included in the cost of such work on relevant Roads for purposes of calculating the Local Improvement Tax

3.4. The costs of Local Improvements will be allocated as follows:

Road Classification	City's Allocation	Allocation for Owners of Lands
Distributor Road	75%	25%
Local Road	50%	50%
Alley	0%	100%

3.5. Any other provision of this Policy to the contrary notwithstanding, for Local Improvements for the purchase and installation of streetlights above the City standard (such as decorative lighting), the difference between the cost of the streetlights actually installed and the cost of standard lighting as determined by the City's Engineering Design Standards shall be one hundred percent (100%) funded by Owners of Lands. For greater certainty, this standard only applies in the event the costs of the streetlights actually installed exceed the cost of the said standard lighting.

3.6. Any other provision of this Policy to the contrary notwithstanding, for Local Improvements for the purchase and installation of any street lighting, standard or

above standard, in an Alley shall be one hundred percent (100%) funded by Owners of Lands.

4. Rules for Local Improvement Tax Assessment

All Lands that benefit from a Local Improvement may be assessed a Local Improvement Tax. When utilized, Local Improvement Taxes will be calculated as follows:

4.1. For the purposes of this Policy, all measurements of "area" shall be land surface area measured in hectares.

4.2. If **all** Lands to be subject to a Local Improvement Tax have areas that are within plus or minus twenty-five percent (25%) of the mean ("average") of all areas of such Lands, then all such Lands shall have an equal Local Improvement Tax rate imposed on them based on a per-lot basis.

4.3. If **not all** Lands to be subject to a Local Improvement Tax have areas within plus or minus twenty-five percent (25%) of the mean ("average") of all areas of such Lands, then the Local Improvement Tax rate imposed on each such Land shall be calculated as a per-meter rate multiplied against the number of meters of such Land's frontage that abut or will abut the Local Improvement funded by the same Local Improvement Tax. Where there is an Unusual Parcel, the per-meter rate shall be calculated as set out in section 4, below.

4.4. Where a per-meter rate is utilized for purposes of calculating the Local Improvement Tax:

a. Corner Lands that abut the Local Improvement on two sides will be assessed for the full length of the shorter side of the lot and 15 percent of the length of the longer side;

b. Odd or pie-shaped Lands will be determined by adding the front and rear lot dimensions and dividing the total in half to determine the frontage. The rear dimension of pie-shaped Lands is scaled off the corner at the shortest side and is projected at a right angle to the longest side.

4.5. Anything in these Rules for Local Improvement Tax Assessment to the contrary notwithstanding, if the CAO, in their reasonable discretion, believes that the application of these same Rules in relation to any actual or proposed Local Improvement will produce unfair or unreasonable results for any Land(s) or their Owner(s), the CAO may refer the same to the Council for a decision as to how to calculate a Local Improvement Tax against the Lands to be subject to it.

The original has been signed and filed with Records Management

Joe Branco, Mayor

Sue Howard, City Manager