



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, April 9, 2024 at 7:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

- 3.a Minutes of the Family and Community Support Services Advisory Committee of October 23, 2023
- 3.b Minutes of the Crowsnest Pass Senior Housing Board of January 22, 2024
- 3.c Minutes of the Family and Community Support Services Advisory Committee of February 5, 2024
- 3.d Alberta SW Board Minutes of February 7, 2024 and March Bulletin

4. ADOPTION OF MINUTES

- 4.a Minutes of the Council Meeting of March 12, 2024

5. PUBLIC HEARINGS

- 5.a Bylaw 1177, 2023 - Land Use Bylaw Amendment - Rezone Plan 0611201, located at 11910 - 21 Avenue, Blairmore, from Residential R-1 to Medium Density Residential R-2A - *Public Hearing*

6. DELEGATIONS

Delegations have 15 minutes to present their information to Council excluding questions. Any extension to the time limit will need to be approved by Council.

7. REQUESTS FOR DECISION

- 7.a Bylaw 1177, 2023 - Land Use Bylaw Amendment - Rezone Plan 0611201, located at 11910 - 21 Avenue, Blairmore, from Residential R-1 to Medium Density Residential R-2A - *Second and Third Reading*
- 7.b Bylaw 1180, 2024 - 2024 Property Tax Rates Bylaw - *First Reading*
- 7.c Bylaw 1181, 2024 - Fees, Rates and Charges Bylaw - *First Reading*
- 7.d Bylaw 1184, 2024 - Non-Residential Sub-Class Bylaw - *First Reading*
- 7.e 2024 Outstanding Youth Award Scholarship

8. COUNCIL MEMBER REPORTS

9. PUBLIC INPUT PERIOD

Each member of the public has up to 5 minutes to address Council. Council will only ask for clarification if needed, they will not engage in a back and forth dialogue.

10. COUNCILOR INQUIRIES AND NOTICE OF MOTION

11. IN CAMERA

11.a Economic Interests of the Public Body - Municipal Buyback Option - *FOIP Act Section 25*

11.b Personal Privacy - Committee Member Recommendation - *FOIP Act Section 17*

11.c Personal Privacy - Board Member Resignation - *FOIP Act Section 17*

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 3.a

Subject: Minutes of the Family and Community Support Services Advisory Committee of October 23, 2023

Recommendation: That Council accept the Minutes of the Family and Community Support Services Advisory Committee of October 23, 2023 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Family and Community Support Services Advisory Committee provides their minutes to keep Council apprised of FCSSAC activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[FCSS Minutes - October 23, 2023.pdf](#)



Family and Community Support Services Advisory Committee Meeting Minutes

**Municipality of Crowsnest Pass
Monday October 23, 2023 – 6:30 PM
MDM Community Centre**

Chairperson: M. Thomas

Secretary: Kim Lewis

Present:

- Mirjam Thielen – Member at Large
- Margaret Thomas – Vice Chairperson
- Dean Ward – Council Representative
- Lisa Sygutek – Council Representative
- Trent Smith – Manager of Community Services
- Kim Lewis – FCSS Programmer

Absent:

- Kate McNeil – Chairperson
- Barb Kelly– Member at Large
- Cathy Painter – Member at Large

1.0 Call to Order

M. Thomas called the meeting to order at 6:33pm.

2.0 Adoption of Agenda

#65 - 23 MOVED BY: D. WARD

That the meeting agenda be adopted as amended.

CARRIED

3.0 Adoption of Minutes

3a) Adoption of Family and Community Support Services of September 25 2023

#66 - 23 MOVED BY: D. WARD

That the meeting minutes of September 25, 2023 be adopted with correction.

CARRIED

4.0 Correspondence**5.0 Public Input****6.0 Delegations****7.0 Business Arising from Previous Minutes****7a) 2023 FCSS Surplus**

In the spring of 2023, the province increased the funding to FCSS programs by 4.5%. For Crowsnest Pass FCSS this amount is \$6625. The Municipality is required to contribute 25% - (\$1656). This brings the total increase to \$8281 to be expensed in 2023. At the September 25th FCSS Advisory Committee meeting, a motion was made that “administration and committee members bring forward suggestions how to utilize the potential surplus to the October 23 FCSS Advisory Committee Meeting”. Administration brought forward suggestions.

#67 - 23 MOVED BY: M. Thielen

The Family and Community Support Service Advisory Committee allocates \$1097.84 to the Crowsnest Pass Family Resource Centre.

CARRIED**#68 - 23 MOVED BY: M. Thielen**

The Family and Community Support Service Advisory Committee allocates \$700.00 to Kids Kollege.

CARRIED**#69 - 23 MOVED BY: M. Thielen**

The Family and Community Support Service Advisory Committee allocates \$800.00 to CNP Indoor Playground.

CARRIED**#70 - 23 MOVED BY: M. Thielen**

That the remaining \$5700 be allocated towards, hoodies and t-shirts for FCSS Committee and Meals on wheels volunteers, a computer for the FCSS programmer and hosting the Christmas Tree Lighting.

CARRIED**7b. Healthy Aging Alberta Grant Update**

A sub-committee of the Peaks to Pines Residence Association is submitting a grant to Healthy Aging Alberta to obtain funds to increase accessible transportation for seniors in

our community. The grant would include wheels chair accessibility and out of town trips for medical and other needs.

#71 - 23 MOVED BY: M. Thomas

That the update on the Healthy Aging Alberta grant be accepted as information

CARRIED

8.0 New Business

9. Administration Reports

9a) FCSS Programmer Update

- Assisting with grant for Healthy Aging Alberta
- Working with Seniors for fall activities
- Planning and preparing for fall programs – Seniors Christmas Lunch, Christmas Hampers, Community Calendar, spooktacular, Santa Skate etc. Christmas Hampers will be delivered on December 21st. Donation letters will go out mid November. Applications for food hampers will open November 1st and the deadline is December 8th. Seniors Christmas Luncheon will take place on December 6th in the gym at MDM. This will allow for as many seniors to attend without have to close registration due to space.
- Meals on wheels – business as usual
- Subsidized taxi program- business as usual
- Information & community referrals.

#72 - 23 MOVED BY: L. SYGUTEK

That the update on the Programmer update be accepted as information

CARRIED

9.0 Committee Member Reports

10.0 In Camera

11. Adjournment

#73 - 23 MOVED BY: D. WARD

That the meeting be adjourned at 7:13pm.

CARRIED



Chairperson



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 3.b

Subject: Minutes of the Crowsnest Pass Senior Housing Board of January 22, 2024

Recommendation: That Council accept the Minutes of the Crowsnest Pass Senior Housing Board of January 22, 2024 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Mayor and Council at the subsequent meeting for Council's information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Crowsnest Pass Senior Housing Board provides their minutes to keep Council apprised of activities involving Senior Housing.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[January 22 2024 \(002\).pdf](#)



BOARD MEETING MINUTES January 22, 2024

A regular meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Monday, January 22, 2024, at 10:00 a.m. at Peaks to Pines in Coleman, Alberta.

ATTENDEES:

Deb Ruzek: Board Chairperson, Dean Ward: Municipal Councillor, Shelley Price: Chief Administrative Officer, Dee-Anna Strandquist: Finance Manager, Susan Demchuk: Board Member, Cathy Painter: Board Member, Dave Filipuzzi: Municipal Councillor, Shannon Harker: HR,

ABSENT:

Diane Nummi

Minutes recorded by Shannon Harker

1. CALL TO ORDER

1.1 Deb Ruzek called the meeting to order at 10:10 a.m. and it was determined that a quorum of directors was present.

2. ADDITIONS/CHANGES TO AGENDA

2.1 Addition to Camera, item 13.5 reclassified to 14.2.

3. APPROVAL OF AGENDA

3.1 Motion #1/24 to approve the agenda as amended. — Dean Ward – cd.

4. APPROVAL OF PRIOR MINUTES

4.1 Motion #2/24 to approve the minutes of the meeting held December 18, 2023, as presented. — Marlene Ancil – cd.

5. BUSINESS ARISING FROM THE MINUTES

None

6. CORRESPONDENCE

None

7. MANAGEMENT REPORTS

7.1 #3/24 Motion to approve the Report from Management as presented – Cathy Painter – cd.

8. FINANCIAL REPORTS

8.1 #4/24 Motion to approve the Financial Reports as presented – Dean Ward – cd.

9. **BOARD CHAIRPERSON REPORT**

- 9.1 D. Ruzek reported that the Resident's Association will encompass Westwinds and Tecumseh into their fundraising. The RA will address at their next meeting the need for a resident from each building to sit on the board.

10. **OTHER BOARD REPORTS**

- 10.1 No Report

11. **OLD BUSINESS**

- 11.1 No Report

12. **DELEGATE**

- 12.1 None

13. **NEW BUSINESS**

- 13.1 Debi Ruzek was nominated and accepted the Board Chair position. Susan Demchuk was nominated and accepted the Vice Chair position.
- 13.2 Board signing of Confidentiality Agreement – complete.
- 13.3 To accommodate the February 2024 statutory holiday the board meeting will be held February 20 @ 1pm
- 13.4 Senior Housing Audit January 30/31 request board to attend.
- 13.5 Resident relocation discussion moved to in camera.
- 13.6 Senior Housing review of audit accepted as information.

14. **IN CAMERA**

- 14.1 Motion #5/24 to go into camera 11:38 a.m. – Dean Ward – cd.
14.2 Motion #6/24 to come out of camera 11:59 a.m.– Dave Filipuzzi – cd.

15. **ADJOURNMENT**

- 15.1 Motion #7/23 to adjourn at 12:00p.m. – Dave Filipuzzi – cd.

The next regular board meeting – February 20th 1pm.



Debi Ruzek – Board Chairperson

Crowsnest Pass Senior Housing
Board Meeting Minutes



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 3.c

Subject: Minutes of the Family and Community Support Services Advisory Committee of February 5, 2024

Recommendation: That Council accept the Minutes of the Family and Community Support Services Advisory Committee of February 5, 2024 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Family and Community Support Services Advisory Committee provides their minutes to keep Council apprised of FCSSAC activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[05 FEB 2024_FCSS MINUTES.pdf](#)



Family and Community Support Services Advisory Committee Meeting Minutes

**Municipality of Crowsnest Pass
Monday February 5, 2024 – 6:30 PM
MDM Community Centre**

Chairperson: K. McNeil

Secretary: Kim Lewis

Present: Kate McNeil – Chairperson
Barb Kelly– Member at Large
Cathy Painter – Member at Large
Mirjam Thielen – Member at Large
Margaret Thomas – Vice Chairperson
Dean Ward – Council Representative
Lisa Sygutek – Council Representative
Trent Smith – Manager of Community Services
Kim Lewis – FCSS Programmer

1.0 Call to Order

K. McNeil called the meeting to order at 6:35pm.

2.0 Adoption of Agenda

#01 - 24 MOVED BY: C. PAINTER

That the meeting agenda be adopted as amended.

CARRIED

3.0 Adoption of Minutes

3a) Adoption of Family and Community Support Services of October 23, 2023

#02 - 24 MOVED BY: K. MCNEIL

That the meeting minutes of October 23, 2023 be adopted with correction.

CARRIED

4.0 Correspondence

5.0 Public Input**6.0 Delegations****6a. Crowsnest Cruisers Presentation**

P. Desjardin and R. Juene from Crowsnest Cruisers presented information the new transportation service for seniors and persons with disabilities. Crowsnest Cruisers will provide accessible and affordable transportation 4 days a week locally and one day a month to Lethbridge and one day a month to Pincher Creek. Service is looking to start mid to late March. Crowsnest Cruisers will come back to provide an update on service in the fall.

#03 – 24 MOVED BY: M. THOMAS

That the FCSS Advisory Committee accepts the presentation from Crowsnest Cruisers as information.

CARRIED

Action: Administration is to bring back information on a potential taxi voucher program that would provide vouchers to low-income people to get to and from work.

7.0 Business Arising from Previous Minutes**8.0 New Business****8a. Appointment of 2024 FCSS Chair and Vice Chair**

At the start of each year, the FCSS Advisory committee is required to appoint a Chair and Vice Chair for the current year.

#04 - 24 MOVED BY: B. KELLY

The Family Community Support Service Advisory Committee appoints Kate McNeil to the position of FCSS Advisory Committee Chair for 2024.

CARRIED

#05 - 24 MOVED BY: L. SYGUTEK

The Family Community Support Service Advisory Committee appoints Margaret Thomas to the position of FCSS Advisory Committee Vice Chair for 2024.

CARRIED

8b. 2023 FCSS Funded Program Reports

2023 FCSS Funded Program Reports provided for review. CNP Indoor Playground has not yet provided a funded program report.

#06 – 24 MOVED BY: K. MCNEIL

That the FCSS Advisory Committee accepts the 2023 FCSS Funded Program Reports as information.

CARRIED

#07- 24 MOVED BY: D. WARD

That the FCSS Advisory Committee reviews the effectiveness and viability of the Volunteer Crowsnest Program at the June 2024 meeting.

CARRIED

9. Administration Reports

9a) FCSS Programmer Update

- Development of 2024 Spring Summer Community handbook underway
- Planning for family day 2024 - February 19th. 12-3pm at MDM
- Seniors Christmas Lunch – Very well attended.
- Christmas Hampers – delivered over 150 hampers.
- Santa Skate – great turn out
- Sitting on committee for Accessible transportation
- Planning for 2024 – movies in park, BBQs volunteer appreciation, man van, etc
- 2024 Volunteer Appreciation and Order of the Crowsnest Pass.
- Meals on wheels – business as usual.
- Seniors on the Go Newsletter
- Assisting seniors’ clubs.
- Partnering with the Family Resource Centre to offer 4 FREE income tax preparation clinics for community members – 2 in March and 2 in April
- Subsidized Taxi program
- Information & community referrals.

#08 - 24 MOVED BY: K. MCNEIL

That the update on the Programmer update be accepted as information

CARRIED

9.0 Committee Member Reports

10.0 In Camera

11. Adjournment

#09 - 24 MOVED BY: K. MCNEIL

That the meeting be adjourned at 7:59pm.

CARRIED


Chairperson



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 3.d

Subject: Alberta SW Board Minutes of February 7, 2024 and March Bulletin

Recommendation: That Council accept the Alberta SW Board Minutes of February 7, 2024 and March Bulletin as information.

Executive Summary:

Minutes of external boards and committees are provided to Council for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Alberta SW Board provides their minutes and monthly bulletin to member municipalities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2024 AlbertaSW Board Minutes 02-07 approved plus Exec Dir Report.pdf](#)

Alberta SouthWest Regional Alliance

Minutes of the Board of Directors Meeting

Wednesday, February 7, 2024-Bright Pearl, Pincher Creek



Board Representatives

Brent Feyter, Fort Macleod
Sahra Nodge, Pincher Creek
Barbara Burnett, Cowley
Cam Francis, Cardston County
Dave Cox, MD Pincher Creek
Ron Davis, MD Ranchland
Doral Lybbert, Glenwood
John Van Driesten, MD Willow Creek

Monte Christensen, Hill Spring
Victor Czop, Nanton (alt)

Guests and Resource Staff

Lacey Poytress, LRSD
Julie Webb, CFABSW
Marie Everts, JET
Bev Thornton, AlbertaSW

- 1 Call to Order/ Chair Brent Feyter called the meeting to order.
- 2 Approval of Agenda Moved by Cam Francis THAT the agenda be approved as presented.
Carried. [2024-02-877]
- 3 Approval of Minutes Moved by Dave Cox THAT the Minutes of December 5, 2023, be approved as presented.
Carried. [2024-02-878]
- 4 Approval of Cheque Register Moved by Doral Lybbert THAT cheques #3308to #3335 be approved as presented.
Carried. [2024-02-879]
- 5 Review of Grant Application Moved by Cam Francis THAT the required Grant Application be submitted to Jobs, Economy, and Trade on the deadline required.
Carried. {2024-02-880}
The Letter of Request from the Chair, on behalf of the Board, will further note that the Board is not comfortable agreeing to the proposed terms.
- 6 Resolutions from Alberta Munis and RMA Accepted as information: A draft of resolutions going forward at each of these provincial associations in an endeavour to urge the Minister to consult with the municipalities to create a positive, mutually beneficial way forward.
- 7 Energy Manager Funding Program MCCAC has announced an upcoming program to fund 80% of the salary for energy manager positions. Bev will follow-up with CAOs to gauge interest.
- 8 Connect4Commerce Tools Julie Webb, Community Futures Southwest has been working with individual communities to assist with posting municipal assets for sale and lease.
- 9 Information-gathering Canadian Infrastructure Palliser Economic Partnership (PEP) is taking the lead to assess the value of infrastructure needed, province-wide, to support housing and commercial developments.
- 10 Upcoming events Southern Alberta Economic Summit-March 21, 2024 Lethbridge
EDA Youth Challenge-Video Conest "Why I Love Alberta": Grades 9-12;
deadline for submission April 30th www.lovealberta.ca

- | | | |
|----|---------------------------|---|
| 11 | Executive Director Report | Moved by Ron Davis THAT the report be accepted as information.
Carried. [2024-02-881] |
| 12 | Round table | Accepted as information. |
| 13 | Upcoming Board Meeting | <ul style="list-style-type: none"> ➤ Wednesday, March 6, 2024 ➤ No April meeting; EDA Conference April 10-12, 2024 ➤ Wednesday, May 1, 2024 ➤ Wednesday, June 5, 2024 |
| 14 | Adjourn | Moved by Ron Davis THAT the meeting be adjourned.
Carried. [2024-02-882] |

Approved, March 6, 2024

Executive Director Report February 2024

MEETINGS and PRESENTATIONS

- Feb 2: IEDC-AEDO Review team meeting, Zoom
- Feb 5: Invest Alberta web meeting re: site selection inquiry for eco-farm operation
- Feb 6: RINSA meeting, Teams
- Feb 7: Ministry of Agriculture and Irrigation Regional Roundtable consultations, Lethbridge session
- Feb 7: REDA meeting, Zoom
- Feb 7: AlbertaSW Board meeting, Pincher Creek
- Feb 9: Highway 3 (regrets)
- Feb 13: IEDC-AEDO planning meeting, Zoom
- Feb 14: EDL Board meeting, Tecconnect
- Feb 14: meeting with Brock Skretting, Director, Creative Industries, Lethbridge and Region
- Feb 14: Planning meeting for Economic Summit, Teams
- Feb 14: Meeting with staff of Jobs, Economy, and Trade for demonstration of site selector data platform, Teams
- Feb 15: REDA Chairs meeting with the Ministry, Teams; (Mayor Schlossberger representing in person, Edmonton)
- Feb 20: REDA Managers Meeting, Zoom
- Feb 20: Crown Round Table, day 1, University of Lethbridge
- Feb 21: Crown Round Table, day 2, University of Lethbridge
- Feb 21: RINSA strategic planning, day 2, Galt Museum
- Feb 22: AEDO Review Team presentation, Zoom
- Feb 22: Guest speaker at Fort Maleod Chamber Awards, Fort Macleod
- Feb 26: Meeting re: information-gathering for CIB proposal, Zoom
- Feb 27: South REDAs, SAITI/SAAEP partner meetings; postponed due to weather
- Feb 28: website team meeting, Zoom

PROJECT MANAGEMENT and REPORTING

- Submit application to Jobs, Economy and Trade
- Continued review of web rebuild and content update
- Connect4Commerce updates
- Construct budget scenarios for proposed new department formula
- Gather province-wide REDA information for Canadian Infrastructure Bank (CIB) initiative possibility
- Complete 6-month milestone report for RINSA
- Complete documents for RINSA strategic planning sessions
- Sponsor input to plans for upcoming Economic Development Summit, March 21, 2024
- MECAP invitation list and follow-up for industry and resource agencies
- Website content updates for website
- Alternative scenario planning for Crown of the Continent Geotourism Council
- Rental agreement with GoA signed; awaiting invoice
- Complete forms for Annual Return to Corporate Registry, Alberta

INVESTMENT ATTRACTION and REGIONAL PROMOTION

- Provide notes and Bulletin for Mayors and Reeves
- Gather feedback from Community Capacity Building pilot project day
- Serve on review team for IEDC Re-accreditation application, Hot Springs, Arkansas
- Consult with National Research Council re: information on proposed technology investment
- Research possibilities for grants to support accessibility upgrades in commercial buildings
- Follow-up on business license inquiries
- Letter of support for Labour Market Partnership grant “immigrant retention” study
- Letter of support for Community Futures Highwood “Exit Planner” proposal
- AlbertaSW invited as guest speaker at Fort Macleod Chamber Awards event
- Respond to regional inquiries and information requests

Example: Photo request for Summer 2024 issue of AMA Insider Magazine (Alberta Motor Association)

... request permission to use the attached photograph (taken from your website)

<https://www.albertasouthwest.com/resources/photo-gallery/our-communities/town-of-cardston/>

Alberta SouthWest Bulletin March 2024

Regional Economic Development Alliance (REDA) Update



❖ Economic Developers Alberta - EDA 50th Anniversary!

Xperience Leaders' Summit & Conference

Wednesday April 10 to Friday April 12, 2024 *In-person tickets sold-out.

Online registration still available! www.edaalberta.ca/EDAX2024

❖ Fort Macleod Chamber Awards

AlbertaSW honoured to be a guest speaker at this gala event, joined by Brock Skretting, Head of Advocacy for Keep Alberta Rolling, and Director of Creative Industries, Lethbridge and Region. A great opportunity to share regional initiatives and to celebrate the outstanding business community of Fort Macleod!



SOUTHERN ALBERTA ECONOMIC SUMMIT 2024

❖ Southern Alberta Economic Summit 2024

Thursday, March 21, 2024 8:30am-3:30pm

The Coast Hotel & Conference Centre

526 Mayor Magrath Dr. South, Lethbridge

Led by SouthGrow, with sponsorship from

Economic Development Lethbridge, Alberta SouthWest, Tourism Lethbridge, Blood Tribe Economic Development, Community Futures Alberta Southwest, and Community Futures Lethbridge and Region.

www.eventbrite.ca/e/southern-alberta-economic-summit-2024-tickets-799022747547?aff=oddtcreator

❖ Information-sharing with Hot Springs, Arkansas...

AlbertaSW, a member of International Economic Development Council (IEDC) Accreditation Review Committee, engaged with Hot Springs Metro Partnership (HSMP) in Arkansas.

www.hotspringsmetropartnership.com/

HSMP has key economic sectors in common with southwest Alberta and is implementing effective strategies to connect students and industry to explore careers and to raise awareness of local opportunities.



❖ Manufacturing, Energy, Construction, Ag Processing (MECAP)

Collaboration with regional industries and Livingstone Range School Division (LRSD) is building upon the assets and potential in AlbertaSW!

- There are over 160 manufacturing and processing businesses in the region that offer careers requiring advanced technical skills.
- LRSD is connecting students with industry to experience the array of work and careers in the region and collaborating with Lethbridge College to develop programs that prepare students for those opportunities in our own communities.



❖ REDA Chairs meeting with Minister of Jobs, Economy, and Trade

AlbertaSW Vice-Chair, Mayor Brad Schlossberger, attended a meeting of the REDA Chairs in Edmonton on February 15, 2024. The Department demonstrated a new on-line tool that will soon be available to communities for site selection and investment data.

Alberta SouthWest Regional Economic Development Alliance

Box 1041 Pincher Creek AB T0K 1W0

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ACCREDITED
ECONOMIC
DEVELOPMENT
ORGANIZATION
International Economic Development Council





Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 4.a

Subject: Minutes of the Council Meeting of March 12, 2024

Recommendation: That Council adopt the Minutes of the Council Meeting of March 12, 2024 as presented.

Executive Summary:

Minutes of the previous Council meeting are provided to Council for review and adoption.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2024 03 12 Council Meeting Minutes.docx](#)



Municipality of Crowsnest Pass

Council Meeting Minutes

Tuesday, March 12, 2024

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, March 12, 2024.

Council Present:

Mayor Blair Painter, Councillors: Vicki Kubik, Dave Filipuzzi, Doreen Glavin, Glen Girhiny, Lisa Sygutek, and Dean Ward

Administration Present:

Patrick Thomas, Chief Administrative Officer
Brian McCulloch, Director of Finance
Jesse Fox, Manager of Protective Services
Trent Smith, Manager of Community Services
Johan van der Bank, Manager of Development & Trades
Bonnie Kawasaki, Recording Secretary

CALL TO ORDER

Mayor Painter called the meeting to order at 1:00 pm.

ADOPTION OF AGENDA

01-2024-03-12: Councillor Filipuzzi moved to adopt the agenda as presented.

Carried

CONSENT AGENDA

None

ADOPTION OF MINUTES

Minutes of the Council Meeting of March 5, 2024

02-2024-03-12: Councillor Kubik moved to adopt the Minutes of the Council Meeting of March 5, 2024 as presented.

Carried

PUBLIC HEARINGS

None

DELEGATIONS

None

REQUESTS FOR DECISION

Bylaw 1162, 2023 - Land Use Bylaw Amendment - Rezone two portions of the NW-15-8-5-W5M from Non-Urban Area NUA-1 to Grouped Country Residential GCR-1 and Recreation and Open Space RO-1 -Third Reading

03-2024-03-12: Councillor Kubik moved third and final reading Bylaw 1162, 2023 - Land Use Bylaw Amendment - Rezone two portions of the NW-15-8-5-W5M from Non-Urban Area NUA-1 to Grouped Country Residential GCR-1 and Recreation and Open Space RO-1.

Carried

Service Areas Update

04-2024-03-12: Councillor Kubik moved to accept the Service Areas Update as information.

Carried

Station 4 Discussion

05-2024-03-12: Councillor Sygutek moved that Administration work with the Southwest Alberta Regional Search and Rescue Society to arrange for adequate space in the Hillcrest Fire Hall, and to report back to Council.

Carried

06-2024-03-12: Councillor Sygutek moved to decommission the Hillcrest Fire Hall from being an active fire station.

Carried

Mountainview Hall Repairs

07-2024-03-12: Councillor Ward moved that Council allocates \$21,265.69 from the Millrate Stabilization Reserve for repairs to the Mountainview Hall.

Carried

Pass Powderkeg (PPK) Slush Cup and BBQ Attendance

Councillors Sygutek, Filipuzzi, Girhiny and Mayor Painter will be in attendance to judge the Pass Powderkeg Slush Cup on March 24th from 2:30-4:30 pm.

COUNCIL MEMBER REPORTS

- Councillor Sygutek
 - Attended the “Preparing Southern Municipalities for Drought” seminar, was very informative
 - Noted that the snowpack in our region is quite good
 - Set up a meeting with Dr. Shahrabadi to discuss physician recruitment on March 28th at 11:00 am and invited Council and Administration to attend

- Councillor Ward
 - Attended the “Preparing Southern Municipalities for Drought” seminar
 - Noted that Okotoks water management plan is drastic with one watering a week, not on weekends
 - Also noted that Warner installed water meters and consumption dropped by 70%

PUBLIC INPUT PERIOD

- None

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

None

IN CAMERA

08-2024-03-12: Councillor Sygutek moved that Council go In Camera for the purpose of discussion of the following confidential matters under the Freedom of Information and Protection of Privacy Act and to take a brief recess at 2:23 pm:

- a) Economic Interests of the Public Body - Municipal Office - FOIP Act Section 25
- b) Economic Interests of the Public Body – Land Purchase Application - FOIP Act Section 25

Carried

Reconvene

Mayor Painter convened the In Camera meeting at 2:34 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

09-2024-03-12: Councillor Filipuzzi moved that Council come out of In Camera at 4:25 pm.

Carried

10-2024-03-12: Councillor Sygutek moved that Council directs Administration to move forward with a lease at Crowsnest Crossing.

Councillor Girhiny requested a recorded vote.

IN FAVOR: Councillors: Kubik, Filipuzzi, Glavin, Sygutek, Ward and Mayor Painter

OPPOSED: Councillor Girhiny

Carried

11-2024-03-12: Councillor Ward moved that Council accept the request of the applicant to return the registered road right of way that runs through Subdivision Plan 9311296 subject to the following conditions:

1. That the price for the land is \$0.94 per square foot, similar to other Road rights of way sold in the same area over the past two years.
2. That the right of way become part of a condominium development.
3. That the applicant is responsible for costs associated with the closing of the subject road allowance to public travel.
4. That the applicant is responsible for all costs associated with the redistricting of the subject road allowance to NUA-1 (Non-Urban Area).
5. That the applicant is responsible for all costs associated with the consolidation of the subject road allowance with the title to the NW 34, TWP 7, RGE4, W5M by Plan of survey.
6. That the applicant is responsible for all legal costs associated with this transaction including the legal costs of the Municipality, if any.
7. That the applicant enters into a Development Agreement with the Municipality which would provide that the access road would ensure emergency vehicle access for Fire, Ambulance and Police vehicles for all seasons of the year and that drainage, dust control and snow removal concerns are mitigated.
8. That the access to the dam remains.

Carried

ADJOURNMENT

12-2024-03-12: Councillor Filipuzzi moved to adjourn the meeting at 4:27 pm.
Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 5.a

Subject: Bylaw 1177, 2023 - Land Use Bylaw Amendment - Rezone Plan 0611201, located at 11910 - 21 Avenue, Blairmore, from Residential R-1 to Medium Density Residential R-2A - Public Hearing

Recommendation: That Council holds a public hearing and considers input received.

Executive Summary:

Bylaw 1177, 2023 proposes to rezone a Residential R-1 parcel to the Medium Density Residential R-2A district for the purpose of bringing an existing fourplex into compliance with the land use bylaw as a housekeeping item initiated by Administration. A Fourplex is a "Multi-Unit Residential Building", which is not a land use that is allowed in the R-1 district, but it is a permitted use in the R-2A district.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)

Land Use Bylaw No. 1165-2023

Discussion:

Public Hearing.

Bylaw 1177, 2023 was given first reading on February 27, 2024 and a public hearing was advertised on March 20th and 27th in the local newspaper, on the municipal website and mailed to adjacent landowners.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1177, 2023 - notice.docx](#)

NOTICE OF PUBLIC HEARING

MUNICIPALITY OF CROWSNEST PASS
IN THE PROVINCE OF ALBERTA

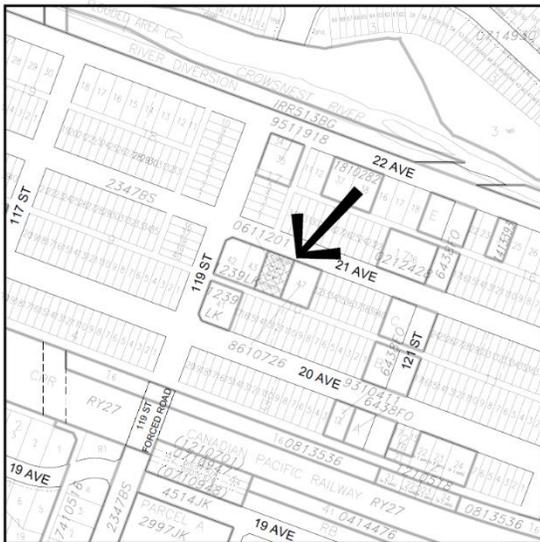
PROPOSED BYLAW NO. 1177, 2023

7:00pm, April 9th, 2024

Municipality of Crowsnest Pass Council Chambers

PURSUANT to sections 216.4, 606, and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, the Council of the Municipality of Crowsnest Pass in the Province of Alberta hereby gives notice of its intention to consider proposed Bylaw No. 1177, 2023, being a bylaw to amend Bylaw No. 1165, 2023, being the municipal land use bylaw.

The purpose of Bylaw No. 1177, 2023 is to redesignate the lands legally described as Plan 061 1201, within NW¼ 35-7-4-W5M, containing ±0.09 ha (0.22 acres), as shown on Schedule 'A', from "Residential – R-1" to "Medium Density Residential – R-2A". The subject lands are known municipally as 11910 21 Avenue and are located in Blairmore.



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'	
	FROM: Residential R-1
	TO: Medium Density Residential R-2A
PLAN 0611201 WITHIN	
NW 1/4 SEC 35, TWP 7, RGE 4, W 5 M	

The purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the "Medium Density Residential – R-2A" land use district.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1177, 2023 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00pm on April 9, 2024. Each person shall be allotted 5 minutes to present their position.

AND FURTHER TAKE NOTICE that anyone wishing to provide slide decks, maps, videos or a written submission regarding the proposed bylaw should email: Bonnie Kawasaki, Executive Assistant to the CAO at bonnie.kawasaki@crowsnestpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on April 2, 2024. Verbal presentations (limited to 5 minutes) will be accepted at the public hearing.

For questions regarding the proposed Bylaw Amendment please contact the Development Officer by calling 403-562-8833 or emailing development@crowsnestpass.com.

A copy of the proposed bylaw may be inspected at the municipal office during normal business hours.

DATED at the Municipality of Crowsnest Pass in the Province of Alberta this 29th day of February 2024.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 7.a

Subject: Bylaw 1177, 2023 - Land Use Bylaw Amendment - Rezone Plan 0611201, located at 11910 - 21 Avenue, Blairmore, from Residential R-1 to Medium Density Residential R-2A - Second and Third Reading

Recommendation: That Council approves second and third reading of Bylaw 1177, 2023.

Executive Summary:

Bylaw 1177, 2023 proposes to rezone a Residential R-1 parcel to the Medium Density Residential R-2A district for the purpose of bringing an existing fourplex into compliance with the land use bylaw as a housekeeping item initiated by Administration. A Fourplex is a "Multi-Unit Residential Building", which is not a land use that is allowed in the R-1 district, but it is a permitted use in the R-2A district.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)

Land Use Bylaw No. 1165-2023

Discussion:

On February 27, 2024 Council gave first reading of Bylaw 1177, 2023.

The existing fourplex on the subject property was constructed in the 1970s. Through a recent development permit application for a use in one of the fourplex units, the development office identified that the existing fourplex is not allowed in the Residential R-1 land use district. Administration is bringing the rezoning forward as a housekeeping item to bring the property into compliance with the R-2A district, where fourplex as a "Multi-Unit Residential Building" is a permitted use.

Analysis of Alternatives:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)

Land Use Bylaw No. 1165-2023

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1177, 2023.docx](#)

[Bylaw 1177, 2023 - Schedule A.pdf](#)

[Bylaw 1177, 2023 - Schedule A Aerial.pdf](#)

**MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1177, 2023**

LAND USE BYLAW AMENDMENT – Rezone Plan 061 1201

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 1165, 2023, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to rezone the lands legally described as Plan 061 1201, within NW¼ 35-7-4-W5M, containing ±0.09 ha (0.22 acres), from “Residential – R-1” to “Medium Density Residential – R-2A”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the proposed amendment is to bring the existing “Multi-Unit Residential Building” (fourplex) development on the property into compliance with the Land Use Bylaw, and provide for the opportunity to continue to use the lands in accordance with the provisions of the “Medium Density Residential – R-2A” land use district.

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Municipality of Crowsnest Pass in the Province of Alberta duly assembled does hereby enact the following amendments:

1. The Land Use District Map be amended to rezone the lands legally described as Plan 061 1201, within NW¼ 35-7-4-W5M, containing ±0.09 ha (0.22 acres), from “Residential – R-1” to “Medium Density Residential – R-2A”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2024.

READ a **second** time in council this _____ day of _____ 2024.

READ a **third and final** time in council this _____ day of _____ 2024.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



**LAND USE DISTRICT REDESIGNATION
SCHEDULE 'A'**

Aerial Photo Date: May 19, 2021



FROM: Residential R-1
TO: Medium Density Residential R-2A

PLAN 0611201 WITHIN
NW 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: JANUARY 8, 2024

Bylaw #: 1177, 2023

Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 7.b

Subject: Bylaw 1180, 2024 - 2024 Property Tax Rates Bylaw - First Reading

Recommendation: That Council approve first reading of the Property Tax Rates Bylaw 1180, 2024.

Executive Summary:

The annual property tax rate bylaw sets out the assessed values by class and calculates the tax rates required to raise budgeted tax revenue in accordance with property tax policies. The amount of tax revenue required to balance the 2024 budget was presented and approved by Council on November 30, 2023. Administration recommends municipal tax rates for the various residential and non-residential properties based upon the budgeted tax requirement, assessed property values and other directions provided by Council. The proposed bylaw, when passed, will authorize Administration to levy the 2024 Municipal Taxes, Alberta School Foundation Fund (ASFF), the Designated Industrial Property (DIP) Requisitions and Senior Housing Requisition.

Council approved the 2024 Operating and 2024-2025 Capital Budget on November 30, 2023 with a Municipal Tax requirement of \$11,570,468 (a 1.8% mill rate increase).

Relevant Council Direction, Policy or Bylaws:

- The Municipal Government Act (MGA) Section 353(1) states: "Each Council must pass a property tax bylaw annually".
- On November 30, 2023 Council approved the 2024 Operating and Capital Budgets.
- The 2024 Municipal tax requirement to balance the budget is a total of \$11,570,468.

Discussion:

The 2024 Property Tax Rate Bylaw has been prepared with a 1.8% mill rate increase as approved by Council during Budget 2024 approval process on November 30, 2023. The annual bylaw sets out the assessed property values by class and calculates the tax rates required to raise budgeted tax revenue in accordance with property tax policies. The amount of tax revenue required to balance the 2024 budget was presented and approved by Council on November 30, 2023. In preparing the 2024 budget, Administration adjusted the tax requirement to reflect the Provincial Government only paying 50

percent of the grants-in-place-of-taxes. The Municipality's Assessor (Benchmark Assessment Consultants) has provided the assessment values used to calculate the proposed taxes for 2024. The total taxable assessed base for 2024 is \$1,434,192,460 (2023 was \$1,271,020,160) for a net increase of \$163,172,300.

The increase can be attributed to new properties being added, re-evaluations due to sales, site visits identifying additions to properties, and changes in classifications including sale of municipal land that now becomes taxable. The increase in assessment is broken down between growth and inflation. The increase in assessment growth equates to \$22,121,160 (13.5%) and inflation (increase in existing properties) \$141,051,140 (86.5%). Increase in assessment from growth is 1.7% and from inflation is 11.1%. Residential Growth in assessment was \$20,853,910 and Inflation was \$133,912,350 compared to Non Resident growth in assessment of \$1,267,250 and inflation of \$7,138,790.

The assessment growth report from Benchmark is a one time report generated when the year is rolled forward. For assessment purposes growth includes new buildings added, additions to existing properties (eg. new deck, shed or garage added in the year) or reclassification between assessment classes. Inflation is the net change between last year assessment value and this year's assessment value when no physical changes to the property has occurred.

The increased assessment of \$163,172,300 will result in additional taxes being generated of \$1,320,275. The \$1,320,275 in tax dollars generated from the increase in assessment value less ~\$130,000 for the Province only paying 50 percent of their taxes, results in a net increase in taxes of \$1,190,275.

The Alberta School Foundation Fund (ASFF) rate for 2024 is \$3,503,492, the Designated Industrial Property (DIP) requisition rate for 2024 mill rate of 0.0765 resulting in \$4,975. The Senior Housing request for 2024 has been included as part of the Municipal Tax amount for the amount of \$362,500 to be paid out as a grant and no requisition will be sought this year.

A 1.8% property tax increase combined with the growth and inflation amount for 2024 would result in a combined tax revenue of \$12,760,743 compared to the 2024 Budget approval in December where \$11,570,468 was required to balance the budget. This is a net increase of \$1,190,275 that could be used for initiatives that were deferred to 2025 and/or putting additional funds aside in reserves for future expenses and unknowns in 2025 with varying product inflation. These additional funds could also be allocated towards some unanticipated expenses in 2024 such as the recent water production pump failures.

A 1% change to the tax rate currently generates approximately \$126,000.

Analysis of Alternatives:

- Council can approve first reading of the 2024 property tax bylaw with a 1.8% tax increase as approved in Budget 2024
- Council can set a different tax rate

Financial Impacts:

Will depends on the mill rate chosen. As presented, will result in \$12,760,743 of taxes being levied.

Attachments:



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 7.c

Subject: Bylaw 1181, 2024 - Fees, Rates and Charges Bylaw - First Reading

Recommendation: That Council approves first reading of Bylaw 1181, 2024.

Executive Summary:

The Fees, Rates and Charges Bylaw is the Municipal document that identifies all general fees, rates and charges for the Municipality. The bylaw is reviewed annually and presented to Council. It gives Administration the legal authority to levy charges on individuals or businesses affected by the different sections of the bylaw. Fees, Rates and Charges Bylaw 1181, 2024 is being presented to Council for first reading.

Relevant Council Direction, Policy or Bylaws:

The Fees, Rates and Charges bylaw is reviewed annually by Administration and presented to Council for approval.

Discussion:

The Municipality, on an annual basis passes the Fees, Rate and Charges Bylaw, giving Administration the authority to levy fees on individuals and businesses affected by the different sections of the Bylaw. The schedules and information are aligned to coincide with the department the fees, rates and charges relate to. All fees, rates and charges go into effect upon passing of Bylaw 1181, 2024, with the exception of utility rates which are effective July 1, 2024.

The 2023 fees, rates and charges Bylaw 1140, 2023 was distributed to senior management to review and identify changes they wished to make. The attached proposed bylaw is the original bylaw with additions, changes and deletions to the original bylaw for purposes of identifying what has been changed. Most departments have made changes. Rates for the Crowsnest Pass Community Pool have been included under Schedule H - Pass Powderkeg & Crowsnest Pass Community Pool.

Tourist Home Business License Fee

In 2023 Council implemented a new fee structure for tourist homes in residential tax properties

utilizing a formula of current property assessment x 0.0055 per annum. This formula was created in order to have equity with similar uses in commercial buildings where the property is taxed the commercial tax rate. We did receive a complaint form on this new business license fee, the complainant felt the rate was exorbitant, and paying the fee took two months of income at the tourist home. As there had been considerable discussion on this fee, and it was put in place to address equity with commercially taxed properties, Administration has left it the same, however, Council can direct otherwise. A secondary question that has been raised by tourist home operators is the ability to be on a payment plan.

As several departments made changes this year, in preparing the draft bylaw 1181,2024, to make reading clearer the changes have been presented in red font. The amendments made in 2023 to the original Fees, Rates and Charges Bylaw 1141,2023, have been reflected as having been changed and are not hi-lighted.

Once Bylaw 1181, 2024 receives first reading, Administration will incorporate the changes and bring back a clean bylaw to the April 23, 2024 Council meeting for second and third reading, only highlighting any additional changes being proposed.

Analysis of Alternatives:

- Council can pass first reading.
- Council can request changes to the bylaw and Administration will bring back the changes at second reading.

Financial Impacts:

Subject to the changes being proposed additional revenue could be recognized.

Attachments:

[1140, 2023 - Fees, Rates and Charges Bylaw - Amended.pdf](#)

MUNICIPALITY OF CROWNEST PASS
BYLAW NO. 1140, 2023
Fees, Rates and Charges Bylaw

BEING a Bylaw of the Municipality of the Crowsnest Pass, in the Province of Alberta, to identify general fees, rates and charges for Administrative Fees, Planning and Development Fees, Safety Codes Permit Fees, Protective Services Fees, Utility Rates, Community Services Fees and Pass Powderkeg Fees.

WHEREAS the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000 and any amendments thereto, Council may pass bylaws for Municipal purposes respecting services provided by the Municipality;

AND WHEREAS the Act provides for the establishment of fees, rates, and charges for those services;

NOW THEREFORE the Council of the Municipality of Crowsnest Pass, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. Short Title and General

- 1.1 This Bylaw may be cited as The Fees, Rates and Charges Bylaw. Where the terms of this Bylaw conflict with the provisions of any other Bylaw of the Municipality of Crowsnest Pass, this Bylaw shall prevail.
- 1.2 That the Fees, Rates and Charges as identified in the attached Schedule A, B, C, D, E, F, G and H represent the fees, rates, and charges applicable to general Municipal services provided by the Municipality of Crowsnest Pass.

2. Definitions

- 2.1 In this Bylaw:
 - (a) "Officer" shall mean any member of the Royal Canadian Mounted Police, a Community Peace Officer or a Bylaw Enforcement Officer or appointed pursuant to Bylaw 1056, 2020 as appointed by the resolution of Council;
 - (b) "Provincial Court" means the Provincial Court of Alberta;
 - (c) "Provincial Offences Procedure Act" shall mean the Provincial Offences Procedure Act, being Chapter P-34 of the Statutes of Alberta, 2000 as amended.
 - (d) "Violation Ticket" shall have the meaning ascribed to it in the Provincial Offences Procedure Act.
 - (e) "Emergency" shall mean an unexpected, unplanned situation that requires immediate attention.

3. Enforcement and penalty provisions

- 3.1 The Officer shall keep an up-to-date record of all complaints, notices, and reports and a similar record of the disposition, therefore.

- 3.2 The Officer may issue a violation ticket to any person alleged to have committed a breach of this bylaw which shall state the complaint and the specified penalty as described within this bylaw and the date, time, and place at which the defendant is to appear to answer the summons.
- 3.3 Where there is a specified penalty, fee or fine listed for an offence in Schedules A, B, C, D, E, F, G or H, to this Bylaw, that amount is the specified for the offence.
- 3.4 Voluntary payment of the violation ticket in accordance with terms of the violation ticket shall be accepted by the Municipality of Crowsnest Pass as a plea of guilty in accordance with Section 25 of the Provincial Offences Procedure Act.
- 3.5 A bylaw tag shall be deemed to be sufficiently served in any prosecution:
 - (a) If served personally on the accused;
 - (b) If mailed by registered post to the last known address of the accused person;
 - (c) If left at the accused's usual place of abode or with another resident thereof who appears to be at least 16 years of age;
 - (d) Where the accused is an association, partnership, or corporation, if mailed by registered post to the last known office address or registered office address or if left with a person who appears to be at least 16 years of age and is employed by or is an officer of the association, partnership or corporation.
- 3.6 This section shall not prevent any Officer from issuing a violation ticket requiring the court appearance of the defendant, pursuant to the provisions of the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34, or from laying an information instead of issuing a violation ticket
- 3.7 Nothing in Sections 3.5(c) and 3.5(d) of this bylaw shall prevent any person or owner from defending a charge of committing a breach of this bylaw.
- 3.8 Any person or owner who commits a breach of any of the provisions of this bylaw shall be liable to the fines as set forth within this bylaw
- 3.9 It is the intention of the Municipal Council that each separate provision of this bylaw shall be deemed independent of all other provisions herein and it furthers the intention of the Municipal Council that if any provision of this bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

4. Effective date

- 4.1 That Bylaw No. 1140, 2023 comes into full force and effect upon the third and final reading thereof excluding the fees described in Schedule E.
- 4.2 That all fees described in Schedule E come into full force and effect on July 1, 2023.
- 4.3 That Bylaw No. 991, 2017, and Bylaw No. 1045, 2020 be amended to include Bylaw No. 1140, 2023 Schedule "D"

- 4.4 That Bylaw No. 560, 2001, Bylaw No. 561, 2001, Bylaw No. 863, 2013, be amended to include Bylaw No. 1140, 2023 Schedule "E".
- 4.5 That Bylaw No. 1082, 2021, and Bylaw No. 622, 2004 be amended to include Bylaw No. 1140, 2023 Schedule "F".
- 4.6 That Bylaw No. 1108, 2022 be repealed.

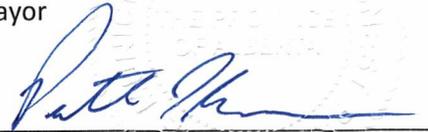
READ a **first** time in council this 28th day of March 2023.

READ a **second** time in council this 25th day of April 2023.

READ a **third and final** time in council this 25th day of April 2023.



Blair Painter
Mayor



Patrick Thomas
Chief Administrative Officer

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Schedule “A” – Administrative Fee Schedule

Business Licenses	
General – Local Business (including Tourist Home in a commercial property)	\$125.00 per annum
General – Local Business – Alberta Southwest Regional Alliance (as an addition to the General – Local Business fee)	\$80.00 per annum
General - Non-Resident Business	\$360.00 per annum
Home Occupation – Category 1	\$125.00 per annum
Home Occupation – Category 2	\$500.00 per annum
Short-Term Rental/Bed & Breakfast	\$500.00 per annum
<ul style="list-style-type: none"> Tourist Home in residential taxed property (for Tourist Home in commercial property – see General – Local Business). Residentially taxed property operating as a commercial business without residential occupancy. 	Current property assessment x 0.0055 calculated per annum
Non-payment penalty after Jan 31	0%
Operating or advertising a business without a license - First offence	Double License fee
Operating or advertising a business without a license- Subsequent Offences	Double previous fine up to \$10,000
Transfer of License	\$25.00
Replacement of License Certificate	\$25.00
<p>The above Business License Fees are due and payable by January 31st of each year. The fee payable for those Business License issued between the 1st day of January and the 30th day of September shall be the license fee for the full year and for those issued after September 30th the Business License fee shall be one half (1/2) of the license fee for the full year.</p> <p>Special trades that are not available or represented by the community and hired by the Municipality as a contractor may be exempt from a business license for a one-time job</p>	
Festivals and Events (deferred until special events bylaw is created)	\$360.00 per annum
Day Rate (maximum 2 consecutive days) – Resident	\$50.00 per day
Day Rate (maximum 3 consecutive days) – Non-Resident	\$100.00 per day
Hawkers/Peddlers/Mobile Vendors/Pushcart Vendors – Resident	\$125.00
Hawkers/Peddlers/Mobile Vendors/Pushcart Vendors – Non-Resident	\$375.00
Craft Sales and Garage Sales (maximum of 4 per year with a duration of 2 consecutive days per event)	Exempt

Municipal Documentation and Clerical Services	
<i>Cash Receipting</i>	
Returned Cheque, AFT and EFT	\$35.00
<i>Freedom of Information and Protection of Privacy (FOIP) Act</i>	
Electronic recording of Council meeting	\$25.00
For searching for, locating, and retrieving a record	\$6.75 per ¼ hour as per FOIP Regulation 186/2008
<i>Request for access to a record</i>	
For a one-time request	\$25.00 As per FOIP Regulation 186/2008
For a continuing request	\$50.00
<i>For producing a record from an electronic record</i>	
Computer processing and related charges	Actual cost to municipality
Computer Programming	Actual cost to the Municipality up to \$20 per ¼ hour
<i>For producing a copy of a record by any process or in any medium not listed in the section above:</i>	
For shipping a record or a copy	Actual Cost as per FOIP Regulation 186/2008
<i>Bylaws</i>	
Bylaw hard copy	Cost of photocopy/print \$0.60 per page
Municipal Development Plan	Cost of photocopy/print \$0.60 per page
Land Use Bylaw	Cost of photocopy/print \$0.60 per page
<i>Photocopying/Faxing</i>	
Photocopy/Printing (single sheet)	\$0.60
Fax (minimum - cover sheet & 1st page)	\$2.50
Fax (second and subsequent sheets)	\$0.60
Paper Utility Bill reprint	\$2.00

Maps/Pins/Flags	
Maps - Aerial	\$12.00
Maps - GIS colour-information added	\$12.00
Maps - GIS black and white	\$5.00
Maps - GIS colour- no information added	\$5.00
Maps - Ownership	\$12.00
Maps - Plan and Civic Addresses	\$20.00
Maps - Municipal Road Map	\$5.00
Municipal Flag	\$100.00
Alberta Flag	\$100.00
Canada Flag	\$50.00
Municipal Pin (Metal)	\$2.50

Community Handbook Advertising		
	Not-For Profit	For-Profit
Back Cover	\$1,000.00	\$2,000.00
Full Page	\$400.00	\$800.00
½ page ad	\$200.00	\$400.00
¼ page ad	\$100.00	\$200.00
Business Card	\$75.00	\$150.00
Multiple Pages 6+	\$175.00/page	N/A

Taxation and Assessment	
Tax Certificates	\$25.00
Tax Searches	\$15.00
Historical Tax Summary	\$50.00
Assessment Appeal fee - properties with residential mill rates	\$40.00 - GST exempt
Assessment Appeal fee non-residential assessed value up to \$999,999	\$150.00 - GST exempt
Assessment Appeal fee non-residential assessed value over \$1,000,000	\$250.00 - GST exempt
Assessment Records - per parcel	\$25.00
Notifications - Land Titles	\$25.00 - GST exempt

Land Sales	
Land Sale Application Fee	\$250.00 (non-refundable)
Land Sale Price	Subject to individual lot sold

Administrative Surcharge and Service Contracts	
An administrative surcharge will be levied when the Municipality invoices for service performed by staff or a contractor. Excludes wage reimbursements from third parties such as WCB and Union.	15% of contract/invoice

Rental/Lease Rates for Municipal Lands	
Pasture Rates	\$1.00 per day per animal unit (minimum of 2) plus applicable taxes on land
Serviced Residential Lot Rental	\$200.00 per month per residential site plus applicable taxes on land

Schedule “B” – Planning and Development Fee Schedule

Fee Schedule (Note: some uses / developments may be exempted from the requirement to obtain a development permit – inquire with a Development Officer)	Fee
Base Fee – All Development Permits (per application)	\$75
Additional Fee for Permitted Buildings and Uses	
Sign, accessory building and use, shed, garage, shipping container, alternative/renewable energy (individual) and any other buildings and uses that the Development Officer determines to be an “Accessory Building or Use” as defined in the Land Use Bylaw, or temporary.	+\$25
All other permitted buildings and uses	+\$175
Variance	
Decision by the Development Officer	+\$100
Decision by the Municipal Planning Commission	+\$200
Additional Fee for Discretionary Buildings and Uses	
Sign, accessory building and use, shed, garage, shipping container, alternative/renewable energy (individual), and any other buildings and uses that the Development Officer determines to be an “Accessory Building or Use” as defined in the LUB, or temporary.	+\$200
All other discretionary buildings and uses, including Secondary Suite, Home Occupation Class 2, Tourist Home, Short-Term Rental/Bed & Breakfast	+\$375
Variance	+\$0
Additional Fee for Demolition	+\$0
Penalty Fee for Starting a Use or Development Without the Benefit of a Development Permit Where a development or use (including a change of use) has commenced prior to a development permit being applied for, the penalty fee shall be two times (2x) the total amount listed in this schedule including all fees applicable, including the base fee, variance fee, development type specific fee(s).	Penalty fee shall be double the regular fee

NOTES

- (a) Upon review of the application the Development Officer will determine the full application fee and advise the applicant of the same prior to the expiry of the 20-day review period pursuant to the Municipal Government Act. A development permit application shall be deemed to be incomplete and shall not be processed until the full application fee is paid or arrangements have been made for payment prior to the issuance of the development permit.
- (b) Development Permit application fees are non-refundable.
- (c) The fee to extend the validity of a Development Permit is 35% of the original fee, provided that the extension request has been made prior to the expiry date. An extension request made after the expiry date shall require a new full application fee.
- (d) Whenever an application is received for a building or use that is not listed in this schedule, the amount of the fee shall be determined by the Development Officer and shall be consistent with those fees listed herein for similar developments.

- (e) Pursuant to the Land Use Bylaw, the Development Officer may require an application for a Permitted Use be brought before the Municipal Planning Commission for reasons other than the issuance of a variance, in which case the application shall be charged as the Permitted use.
- (f) Note that some developments and uses are exempt from acquiring a development permit as per the Land Use Bylaw – inquire with a Development Officer.

Other Planning and Development Fees

Description	Fee
Application for Area Structure Plan or Outline Plan (not including 3 rd party review)	\$3,000.00
Third-Party Professional Review (all technical studies submitted in support of an area structure plan, subdivision or major development will be reviewed by the municipality’s approved professional as applicable, e.g., engineer, biologist, lawyer, etc.)	Industry standard hourly rates + 10%
Internal professional review by municipal employees holding a professional designation, e.g., P.Eng. or RPP (Registered Professional Planner)	\$150 per hour per professional designation determined to be applicable (complex applications may be charged a flat rate as may be deemed applicable depending on the complexity of an application)
Application for Land Use Bylaw Amendment	
LUB Text Amendments/Re-zoning/Map amendment(s)	\$850
Application for Statutory Plan Amendment (MDP, ASP)	\$850
Compliance Letter	\$100
Revision (within 6 months)	\$25
Application for Encroachment Agreement	\$100
Encroachment Agreement Fee – when agreement is prepared by a lawyer – when agreement is prepared by the MCNP	\$100 \$200
Development Agreement (not including 3 rd party professional review)	\$1,500
Road Closure / Lane Closure / Municipal Reserve Closure (Does not include LUB amendment fee, or survey costs. Applicant is charged survey costs + 10% where municipality directly pays for survey)	\$1,000
Request to convene a special meeting of the Municipal Planning Commission	\$600
Appeal to Subdivision and Development Appeal Board	\$400
Subdivision	Contact ORRSC
Certificate of Local Authority (Condominium) fee	\$40 per unit created
Historic Resource Designation	\$0
Discharge or Postponement of Caveat (each discharge whether partial or full)	\$75

Title or Registered Document (per document)	\$25
Mobile Vending Permit	\$200
Civic Addressing	\$0 per address
Fine issued by the Community Peace Officer / Bylaw Enforcement Officer upon request by the Development Officer for contravening or not complying with the Land Use Bylaw, a Development Permit or condition of, or a Stop Order (s. 65, Administration and relevant sections of the Municipal Government Act).	<ul style="list-style-type: none"> • \$250 for the first citation upon delivery of Stop Order. • \$500 for every week that the contravention continues after the expiry of a Stop Order deadline or, if the Stop Order was appealed, for every week after an appeal of the Stop Order was refused, except that if a decision by the SDAB is appealed to the Court of Queen’s bench, the weekly fine shall be stayed and accumulated until the Court has rendered a decision, at which time the accumulated fines may be cancelled if the Court appeal was successful. • \$1000 per day for Advertising a “Tourist Home”, “Short-Term Rental / Bed & Breakfast” for an occupancy greater than what was approved through the development permit. • Maximum fine - \$10,000 or imprisonment for not more than one year, or both.
Fine issued by the Community Peace Officer / Bylaw Enforcement Officer upon request by the Development Officer for contravening or not complying with an Order to Address an Emergency or an Order to Remedy Dangers or Unsightly Property.	<ul style="list-style-type: none"> • Minimum fine - \$300 • Maximum fine - \$10,000 or imprisonment for not more than one year, or both.

Performance Security Deposits

* Refundable upon compliance of Development Conditions

* A deposit is forfeited when there is damage to municipal infrastructure (the deposit will be applied towards the actual cost of repairs for which the landowner will be invoiced) or when the development permit conditions are not completed within a stated deadline or within an extension of the deadline.

To cover for possible damage to municipal infrastructure and to encourage compliance with development permit conditions the Development Authority shall add a condition for a security deposit for the following types of development permits, and the development permit shall not be released until the security deposit has been paid.

Moved-in Building, modular home	\$5,000, which shall be forfeited and applied towards the actual cost of repairs in the event that there is damage to municipal infrastructure, for which the landowner will be invoiced.
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Building Demolition (when related to the use of heavy equipment on residential streets)	Up to \$20,000 dependent on the scope of the project, which shall be forfeited and applied towards the actual cost of repairs in the event that there is damage to municipal infrastructure, for which the landowner will be invoiced.
Accessory Building prior to Principal Building	\$5,000, which shall be forfeited if Principal Building construction is not completed within three (3) years from the date of the Accessory Building Development Permit.
Development Permit Conditions, Development Completion, Temporary Development Permit, and Other, at the discretion of the Development Authority	Up to \$50,000 which shall be forfeited when conditions are not satisfied or development is not completed.

Schedule "C" – Safety Codes Permit Fees

Gas Permit Fees

PLEASE NOTE: A gas permit for non-residential (including multi-family residential) work can only be pulled by a journeyman plumber.

Single-Family Residential**, including Accessory Building, and Appliance Replacement		
Number of Outlets	Permit Fee	SCC Fee
1-5	\$ 190.00	\$ 7.60
6-10	\$250.00	\$10.00
11-15	\$310.00	\$12.40
16-20	\$375.00	\$15.00
21-25	\$410.00	\$16.40
Over 25 - \$410.00 + \$10 / additional Outlet over 25		

Multi-Family** and Non-Residential, including Accessory Building, and Appliance Replacement		
Number of BTUs	Permit Fee	SCC Fee
0 to 100,000	\$ 130.00	\$ 5.20
100,001 to 200,000	\$ 165.00	\$ 6.60
200,001 to 400,000	\$ 205.00	\$ 8.20
400,001 to 1,000,000	\$ 335.00	\$ 13.40
1,000,000 to 2,000,000	\$385.00	\$15.40
Over 2,000,000 - \$ 385.00 plus \$7.00 per additional 100,000 BTUs (or portion of), plus SCC Fee		

Miscellaneous Gas Fees		
Description	Permit Fee	SCC Fee
Temporary Service / Heat	\$ 160.00	\$ 6.40
Service Connection or Re-connection	\$ 160.00	\$ 6.40
Alteration of Gas Line	\$ 160.00	\$ 6.40
Air Test	\$ 160.00	\$ 6.40
Annual Permit – contractor or institution only	\$500.00	\$ 20.00
Propane cylinder refill center / station	\$ 285.00	\$ 11.40
Propane tank set (excluding connections to appliances)	\$ 160.00	\$ 6.40
Propane tank set (including connections to appliances)	\$ 160.00 plus \$ 15.00 per appliance connection	\$ 6.40 plus \$ 0.60 per appliance connection

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

** "Multi-Family" starts at Duplex and Semi-detached Dwelling

Plumbing and Private Sewage Disposal Systems Permit Fee

Plumbing Permit Fees - All Building Types (Residential, Non-Residential, Accessory Buildings) Including Ready-to-Move (RTM), Modular Home/Moved-In Dwelling/Moved-In Building on a Basement or Crawlspace (but not on blocks or piles)		
Number of Fixtures / Drops	Permit Fee	SCC Fee
1-5	\$ 165.00	\$ 6.60
6-10	\$ 215.00	\$ 8.60
11-20	\$ 290.00	\$ 11.60
Over 20 - \$ 290.00 plus \$5.00 per additional fixture plus SCC Fee		
Service Connection or Reconnection	\$165.00	\$6.60
Annual Permit (Institutions)	\$500.00	\$20.00

PLEASE NOTE: A plumbing and PSDS permit for non-residential (including multi-family residential) work can only be pulled by a journeyman plumber.

Plumbing Permit Fees – Ready-to-Move (RTM), Modular Home, Moved-In Dwelling or Moved-In Building on blocks or piles		
Description	Permit Fee	SCC Fee
Ready-to-Move (RTM), Modular Home, Moved-In Dwelling or Moved-In Building on blocks or piles	\$ 165.00	\$ 5.00

Private Sewage Disposal System Fees		
Description	Permit Fee	SCC Fee
Field Mound Open Discharge Treatment Plant Lagoon	\$500.00	\$20.00
Septic Tank / Holding Tank	\$ 300.00	\$ 12.00

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

Electrical Permit Fees – New Construction

PLEASE NOTE: An electrical permit for non-residential (including multi-family residential) work can only be pulled by a Master Electrician.

Value of Materials and Labour	Single-Family** Residential (including Accessory Building)	SCC Levy	Multi-Family** and Non-Residential (including Accessory Building)	SCC Levy
0-1,000	\$140.00	\$5.60	\$175.00	\$7.00
1,001-2,500	\$170.00	\$6.80	\$215.00	\$8.60
2,501-5,000	\$225.00	\$9.00	\$285.00	\$11.40
5,001-10,000	\$310.00	\$12.40	\$390.00	\$15.60
10,001-15,000	\$385.00	\$15.40	\$485.00	\$19.40
15,001-20,000	\$455.00	\$18.20	\$570.00	\$22.80
20,001-30,000	\$580.00	\$23.20	\$725.00	\$29.00
30,001-40,000	\$715.00	\$28.60	\$895.00	\$35.80
40,001-50,000	\$845.00	\$33.80	\$1,060.00	\$42.40
50,001-75,000	\$1,000.00	\$40.00	\$1,250.00	\$50.00
75,001-100,000	\$1,155.00	\$46.20	\$1,445.00	\$57.80
100,001-125,000	\$1,290.00	\$51.60	\$1,615.00	\$64.60
125,001-150,000	\$1,425.00	\$57.00	\$1,785.00	\$71.40
150,001-200,000	\$1,700.00	\$68.00	\$2,125.00	\$85.00
200,001-250,000	\$1,835.00	\$73.40	\$2,295.00	\$91.80
250,001-300,000	\$1,995.00	\$79.80	\$2,495.00	\$99.80
300,001-400,000	\$2,315.00	\$92.60	\$2,895.00	\$115.80
400,001-500,000	\$2,610.00	\$104.40	\$3,266.00	\$130.64
Over 500,000	\$2,610.00 + \$5 / additional \$1,000 + SCC		\$3,266.00 + \$6.25 / additional \$1,000 + SCC	

Electrical – Miscellaneous – Residential and Non-Residential, including Accessory Building		
Description	Permit Fee	SCC Fee
Service Connection or Reconnection [hot tub, A/C unit, Ready-to-Move Dwelling (RTM), Modular Home, Moved-In Dwelling, Moved-In Building]	\$ 160.00	\$ 6.40
Panel or Service Upgrade	\$ 160.00	\$ 6.40
Temporary Service / Power	\$ 160.00	\$ 6.40
Underground Power	\$ 160.00	\$ 6.40
Sign – Electrical Connection	\$ 160.00	\$ 6.40
Annual Permit (Contractor or Institution)	\$ 500.00	20.00
Alternative Energy Connection (roof mounted solar panel)	Up to 1,000 Watt - \$225.00	\$9.00
	Over 1,000 Watt - \$0.83 per 1,000 W	4% of permit fee

Electrical – Addition or Renovation (includes Basement, Minor Work and Accessory Building)		
Installation Cost (\$) *	Permit Fee	SCC Fee
Up to 500	\$ 100.00	\$ 4.50
501-1,000	\$ 125.00	\$ 5.00
1,001-2,000	\$ 140.00	\$ 5.60
2,001-3,000	\$ 150.00	\$ 6.00
Over 3,000	Use square foot schedule above	

*To determine the installation costs for Homeowners doing their own work, the following calculation will be used: Cost of materials X2.

Plans required for all projects valued at \$ 10,000 and over to process the application.

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$ 4.50 to a maximum fee of \$ 560.00.

** “Multi-Family” starts at Duplex and Semi-detached Dwelling

Building Permit Fees - the minimum permit fee in all cases shall be \$250.00

Residential and Non-Residential Installations, including Accessory Building	
Description	Permit Fee
Single-Family Dwelling - New Construction [excluding Ready-to-Move (RTM), Modular Home, Moved-in Dwelling, Moved-in Building] Shop Garage Storage Accessory Building Over 108 ft ² (10m ²)	\$ 6.50 per \$ 1,000 of project value** plus SCC Fee
Deck Retaining Wall	\$ 150.00 plus SCC Fee
Public Institution Commercial Industrial Multi-Family (** “Multi-Family” starts at Duplex and Semi-detached Dwelling) Change of Occupancy	\$7.00 / \$1000 of project value** plus SCC Fee
Ready-to-Move (RTM), Modular Home, Moved-In Dwelling , Moved-In Building - No Basement or Crawlspace – on pilings or blocks	\$ 0.40 per square foot (project value)** plus SCC Fee
Ready-to-Move (RTM), Modular Home, Moved-In Dwelling , Moved-In Building – Placed on a Basement or Crawlspace	\$ 0.45 per square foot (project value)** plus SCC Fee
Addition – all building types Interior Alteration – all building types Interior Renovation – all building types Secondary Suite	\$ 0.40 per square foot (project value)** plus SCC Fee

Building Fees – Miscellaneous Residential (including Accessory Building) and Non-Residential (including Accessory Building)	
Description	Permit Fee
Wood Burning Stove / Solid Fuel Appliance / Hot Tub / Swimming Pool Demolition Temporary Structure	\$225.00 plus SCC Fee
Geothermal Heating	\$ 8.50 per \$ 1000 of total system installation value – min \$ 150 Residential, min \$ 250 Non-Residential Plus SCC Fee
Hydronic Heating	\$ 150.00 Residential, \$ 250.00 Non-Residential Plus SCC Fee
Fire Alarm/Sprinkler System/Fire Suppression System	\$ 350.00 plus SCC Fee

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

** Construction Value / Project Value shall be determined by the Alberta Safety Codes Authority’s “Value Calculator”.

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum fee of \$4.50 to a maximum of \$560.00

Miscellaneous – All Safety Codes Discipline Permit Fees Except as Specified Below		
Description	Discipline	Fee
Work Commenced Prior to Permit Issuance	All	Double the usual Permit Fee (or a minimum of \$250) for the work started without a permit, plus Double the usual Permit Fee for all additional permits required for the project Subsequent Offences – Triple the usual permit fee as above
Extra Inspection (No Access/Not Ready)	All	\$100.00
Occupying a building prior to a final inspection conducted by a Safety Codes Officer	All	First occurrence: \$400.00 Second and each subsequent occurrence: \$1,000.00 (for the same owner, contractor or agent in the same calendar year)
Continuing to work after a stop work order notice is posted	All	First occurrence: \$500.00 Second and each subsequent occurrence: \$1,000.00 (for the same owner, contractor or agent in the same calendar year)
Renewal/Extension of Permit	Gas, Plumbing, Electrical, PSDS	Extension request received prior to the permit expiry date: <ul style="list-style-type: none"> For the first six-months extension - \$0 For each subsequent six-months extension - \$150 or one quarter of the original permit fee, whichever is less.
Renewal/Extension of Permit	Building Only	Extension request received prior to the permit expiry date: <ul style="list-style-type: none"> For the first six-months extension - \$0 For each subsequent six-months extension - \$350 or one quarter of the original permit fee, whichever is less.
Amended Plans Review or Scope Change / Document Re-Examination	All	\$100.00 Residential, \$200.00 Non-Residential
Permit Fee Refund	All	As per the Safety Codes Permit Bylaw a Safety Codes Officer may authorize a refund of the permit fee, with a minimum of 50% of the usual fee or no less than \$100 being retained up to a maximum of \$1,000, for a permit that is cancelled before work has started. The Safety Codes Council portion of the fee is non-refundable.

		If the permit has been revoked, expired, work has commenced or an extension has been granted, no refund will apply.
Variance Application Review	All	\$125 / hour with a minimum of two hours

Schedule “D” – Protective Services Fee Schedule

Animal Control Fee Schedule	
Description	Fee
Annual dog license (tag) - spayed or neutered	\$ 25.00
Annual dog license (tag) - not spayed or neutered	\$ 50.00
Three-year dog license (tag) - spayed or neutered	\$ 60.00
Three-year dog license (tag) - not spayed or neutered	\$ 120.00
Lifetime dog license (tag) - spayed or neutered	\$ 100.00
Lifetime dog license (tag) - not spayed or neutered	\$ 200.00
Lifetime cat license (tag)	\$ 25.00
Replacement Tag	\$ 5.00
Annual residential kennel license - 3 dogs	\$ 40.00
Annual vicious animal license	\$ 1,500.00
Vicious animal sign	\$ 10.00
Seeing Eye Dog or Working Dog owned for the purpose of assisting disabled person	Exempt
Impoundment Fee	\$ 15.00
Veterinarian Costs	As Incurred
Care and Sustenance per day	\$ 7.50 per day
Trap Deposit (possession, maximum of seven days)	\$ 100.00
Trap Rental (possession, maximum of seven days)	\$ 10.00 per trap
<i>Additional general penalties and costs as per the Animal Control Bylaw 991, 2017</i>	

Agricultural Services Fee Schedule	
Description	Fee
Backpack Herbicide Sprayer Deposit (possession maximum 7 days)	\$ 100.00
Backpack Herbicide Sprayer Rental (no product, possession maximum 7 days)	\$ 10.00
Backpack Herbicide Sprayer Rental + 10L Mixed Dicamba, 2,4-D Product	\$ 20.00
Herbicide Refill of 10L Mixed Dicamba, 2,4-D Product	\$ 10.00

Community Standards Bylaw Fines and Penalties		
Description	Specified Penalty	2nd and Subsequent
Improper or inadequate addressing	\$ 150.00	\$ 300.00
Nuisance on property	\$ 300.00	\$ 600.00
Failure to keep property in a reasonable state of repair	\$ 300.00	\$ 600.00
Unauthorized disposal at charity collection site	\$ 250.00	\$ 500.00
Scavenging from a charity collection	\$ 100.00	\$ 200.00
Make prohibited noise	\$ 250.00	\$ 500.00
Prohibited water flow	\$ 250.00	\$ 500.00
Prohibited outdoor lighting	\$ 250.00	\$ 500.00
Distributing placards and posters improperly	\$ 100.00	\$ 200.00
Prohibited use of compost site	\$ 300.00	\$ 600.00
Improper placement of compost site	\$ 250.00	\$ 500.00
Improper outdoor storage of building materials	\$ 250.00	\$ 500.00
Improper recreational vehicle parking/storage	\$ 250.00	\$ 500.00
Graffiti	\$ 300.00	\$ 600.00
Failure to remove graffiti	\$ 250.00	\$ 500.00
Improper blocking of unoccupied building	\$ 1000.00	\$ 2,000.00
Failure to clear walks and driveway	\$ 250.00	\$ 500.00
Failure to properly secure appliances	\$ 500.00	\$ 1000.00
Improper storage of appliances	\$ 250.00	\$ 500.00
Litter	\$ 250.00	\$ 500.00
Failure to secure/reduce wildlife attractants	\$ 250.00	\$ 1,000.00
Panhandling	\$ 150.00	\$ 300.00
Fighting or public disturbance	\$ 250.00	\$ 500.00
Spitting/human waste	\$ 300.00	\$ 600.00
Refusing to allow lawful inspection of Peace Officer	\$ 500.00	\$ 1,000.00

Cannabis Consumption – Bylaw 1022, 2019		
<i>Municipal Tag</i>		
Offense	Section	Fine
Smoke or vape cannabis in public place	4	\$ 100.00
Owner/Operator permit a person to smoke or vape in public place	5	\$ 200.00
Failure to produce medical document	6.2	\$ 100.00
<i>Violation Ticket</i>		
Offense	Section	Fine
Smoke or vape cannabis in public place	4	\$ 250.00
Owner/Operator permit a person to smoke or vape in public place	5	\$ 350.00
Failure to produce medical document	6.2	\$ 250.00

Fire Extinguisher Services					
Size	<u>Annual</u>	<u>Recharge</u>	<u>6 Year Maintenance</u>	<u>Hydro Test</u>	<u>New</u>
2.5 lb	\$ 13.30	\$ 26.60	\$ 30.60	\$ 50.50	\$ 59.90
5 lb	\$ 13.30	\$ 38.60	\$ 42.60	\$ 69.20	\$ 86.50
10 lb	\$ 13.30	\$ 54.50	\$ 59.90	\$ 86.50	\$ 126.40
20 lb	\$ 18.60	\$ 90.40	\$ 99.80	\$ 126.40	\$ 199.50
30 lb	\$ 18.60	\$ 113.00	\$ 126.40	\$ 166.30	N/A

	<u>Extinguisher Covers</u>	<u>Wall Mount Brackets</u>	<u>Vehicle Mount Brackets</u>	<u>Pull Pins</u>	<u>Gauges</u>
5 lb	\$ 19.00	\$ 3.00	\$ 50.00	\$ 2.00 (all sizes)	\$ 15.00 (all sizes)
10 lb	\$ 22.00	\$ 4.00	\$ 62.00		
20 lb	\$ 25.00	\$ 6.00	\$ 135.00		

Fire Rescue Service Fees

Fire Prevention	
Annual Code Compliance Inspection	No Charge
1 st Non-Compliance Re-Inspection	No Charge
2 nd Non-Compliance Re-Inspection	\$ 150.00
3 rd Non-Compliance Re-Inspection	\$ 300.00
Home Safety Inspections/Smoke Alarms	No Charge
Occupancy Load Certificates	\$ 50.00
Fire Investigation (per hour OR part thereof plus expenses and third-party costs)	\$ 100.00/hour

Permits	
Fire Permit	No Charge
Fireworks Permit-Consumer	No Charge
Fireworks Permit-Display	\$ 150.00

Open Burning	
Residential Fire Pits – No Permit Required	No Charge

Public Education Training	
Fire Extinguisher Training – Per Person, Minimum Charge of \$150.00	\$ 25.00
Fire Drills	No Charge

False Alarms (Related to Malfunctioning Fire Safety Installation or Other Safety Device)	
1 st Response	No Charge
2 nd Response	No Charge
3 rd Response	\$ 150.00/calendar year
4 th and Subsequent Response	\$ 300.00/calendar year

Emergency Response	
Structure Fire (Insured Loss) – Per Hour to a Maximum of \$ 10,000 plus cost of materials and Third-Party Costs	1 st 2 Hours – No Charge After 2 Hours - \$ 630.00/hour
Motor Vehicle Collision Response (Insured Loss)	\$ 630.00/hour
Hazardous Material Incident Response (apparatus rates plus cost of materials and third-party costs)	See Fire Apparatus Rates
Response to Motor Vehicle Incidents or Fire Response on Provincial Highways	Current Alberta Transportation Rates

Fire Apparatus Rates	
Aerial Ladder/Platform Truck	\$ 700.00/hour
Type VI Wildland Brush Truck	\$ 420.00/hour
Fire Engine	\$ 630.00/hour
Water Tender	\$ 630.00/hour
Heavy Rescue Truck	\$ 630.00/hour
Light Rescue Truck	\$ 420.00/hour
Utility Truck	\$ 185.00/hour
Command Vehicle (per unit)	\$ 185.00/hour
Backcountry Rescue Resources (includes OHV's, sleds, trailers – does not include tow vehicle)	\$ 200.00/hour

*Note 1 – Rates are based on current Alberta Transportation and Alberta Agriculture, Forestry and Rural Economic Development rates where available

**Note 2 – Response to incidents outside municipal boundary are as per signed agreements

Fines for Contravening or Not Complying with the Land Use Bylaw, a Development Permit or condition of, a Stop Order, an Order to Address an Emergency or an Order to Remedy Dangers or Unsightly Property – see Schedule B – Other Planning and Development Fees and Fines

Schedule “E” – Utility Rate Schedule
Water, Wastewater, Solid Waste and Recycling Tariffs

Tariffs, service charges, deposits, penalties and fines for water, wastewater, solid waste, and recycling contained in this schedule are to be charged to all persons who use, receive and/or require utility service connections to the Water and/or Wastewater systems and/or access to the Municipal Solid Waste and Recycling Programs of the Municipality of Crowsnest Pass. Utility services are charged as a package.

TENANT ACCOUNTS: Utility accounts and billing/payment arrangements will only be setup with the registered property owner(s) on title.

SEASONAL OPERATIONS: All Class 8 and 9 accounts will be accessed based on the total number of beds/units/rooms on the property regardless of if some are vacant at times. Consideration may be given to seasonal operations.

SUSPENSION OF SERVICES: When or if a contractor become unavailable to supply a service, the fee will be temporarily suspended until the service is resumed.

PENALTIES FOR OVERDUE ACCOUNTS: Utility balances remaining after the due date are subject to a 2% penalty.

MULTI-USE PROPERTIES: In cases where a property has only one shut off valve and is a multi-use, the property owner will be levied at the higher rate, or a combination of rate classes will be used to determine the rate schedule.

Utility rates will increase 5.0% for Water and Sewer, 2.0% for Garbage and 15% for Recycling effective July 1, 2023, and are effective from July 1, 2023, through June 30, 2024, with the exception of the Senior’s Rate Reduction which will reflect 2021 rates. All rates are billed monthly, except where noted within the schedule.

Class 1 Residential

Single-Family Residence (includes Duplexes, Manufactured Homes and Secondary Suites)

*One shut-off valve on property

Water Tariff (W1)		Wastewater Tariff (S1)		Solid Waste Tariff (G1)		Recycling Tariff (R)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 35.23	\$ 36.99	\$ 35.23	\$ 36.99	\$ 25.31	\$ 25.82	\$ 3.20	\$ 3.61

Class S Senior’s Rate Reduction - Residential

Single-Family Residence (includes Duplexes, Manufactured Homes and Secondary Suites), Senior’s Rate Reduction Program, *One shut-off valve on property

Water Tariff (WS)		Wastewater Tariff (SS)		Solid Waste Tariff (GS)		Recycling Tariff (RS)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 33.86	\$ 34.54	\$ 33.86	\$ 34.54	\$ 24.32	\$ 24.81	\$3.08	\$3.14

Class 2 Commercial

Banks and Credit Unions, Garages, Clinics <5 Exam Rooms, Libraries, Confectionaries, Offices, Pharmacies, Places of Worship, Exercise Clubs/Fitness Centres, Service Stations, Small Retail Stores, Funeral Homes, Theatres, Lumber Yards, Legions & Meeting Places/Halls, Fast Food Services/Snack Bars, Restaurants (seating capacity <20) *One shut-off valve on property

Water Tariff (W2)		Wastewater Tariff (S2)		Solid Waste Tariff (G2)		Recycling Tariff (R2)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 35.23	\$ 36.99	\$ 35.23	\$ 36.99	N/A	N/A	\$ 3.20	\$ 3.61

Class 3 Commercial

Clinics >5 Exam Rooms, Warehouse, Fabrication, Manufacturing, Machining, Welding Shops, Large Retail Stores (>6,000 Sq. Ft.), Restaurants (seating capacity > 20 <50)

Water Tariff (W3) Commercial W2 Rate x2		Wastewater Tariff (S3) Commercial Rate S2 x2		Solid Waste Tariff (G3)		Recycling Tariff (R3)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 71.85	\$ 73.98	\$ 71.85	\$ 73.98	N/A	N/A	\$ 3.20	\$ 3.61

Class 4 Commercial

Places of Entertainment, Licensed Areas, Restaurants (seating capacity 50+)

Water Tariff (W4) Commercial W2 Rate x4		Wastewater Tariff (S4) Commercial Rate S2 x4		Solid Waste Tariff (G4)		Recycling Tariff (R4)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 140.91	\$ 147.96	\$ 140.92	\$ 147.96	N/A	N/A	\$ 3.20	\$ 3.61

Class 5 Commercial

Car Wash, Coin Laundry, Laundromat, Provincial Buildings, Schools, Forestry Office

Water Tariff (W5) Commercial W2 Rate x6		Wastewater Tariff (S5) Commercial Rate S2 x6		Solid Waste Tariff (G5)		Recycling Tariff (R5)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 211.36	\$ 221.94	\$ 211.35	\$ 221.94	N/A	N/A	\$ 3.20	\$ 3.61

Class 6 Commercial

Metered Properties

Water Tariff (WATCONS)		Wastewater Tariff (S6)		Solid Waste Tariff (G6)		Recycling Tariff (R6)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 0.95/m3	\$ 0.76/m3	N/A	N/A	N/A	N/A	\$ 3.20	\$ 3.61

Class 7 Commercial

Breweries

Water Tariff (W7) Commercial W2 Rate x4		Wastewater Tariff (S7) Commercial Rate S2 x2		Solid Waste Tariff (G7)		Recycling Tariff (R7)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 140.91	\$ 147.96	\$ 70.45	\$ 73.98	N/A	N/A	\$ 3.20	\$ 3.61

Class 8 Commercial

Manufactured Home Parks, (Single Account for Trailer Park), Residential Apartment Buildings

**Rates are monthly per bed/unit/room, *One shut-off valve on property

Water Tariff (W8) 1/3x Commercial W2 Rate x Total Number of Beds/Units/Room		Wastewater Tariff (S8) 1/3x Commercial S2 Rate x Total Number of Beds/Units/Room		Solid Waste Tariff (G8) Available for multi- residential units that opt- in		Recycling Tariff (R8) Monthly per bed/unit/room	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 11.75	\$ 12.35	\$ 11.75	\$ 12.35	\$ 25.31	\$25.82	\$ 3.20	\$ 3.61

Class 9 Commercial

Campgrounds/Recreation Parks, Cabins/Lodges, Hospital, Motels/Hotels, Nursing Homes, Senior's Lodges

Water Tariff (W9) 1/3x Commercial W2 Rate x Total Number of Beds/Units/Room		Wastewater Tariff(S9) 1/3x Commercial S2 Rate x Total Number of Beds/Units/Room		Solid Waste Tariff (G9)		Recycling Tariff (R9) Monthly per account	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 11.75	\$ 12.35	\$ 11.75	\$ 12.35	N/A	N/A	\$ 3.20	\$ 3.61

**Schedule "F" – Operations Fee Schedule
Ad Hoc Service Charges/Fees and Fines to be Invoiced as Incurred**

Type of Service	Description	Service Fee	Notes
Commercial Wastewater Dumping	Septic and Wastewater Contractors		See Septage Disposal Facility Bylaw
Use of Fire Hydrant and Water	Use of fire hydrant, consumption flow meter and hydrant water	\$60.00 + Water Consumption at \$0.95 per m3	\$60 admin fee to be charged weekly, record of quantity to be provided to Operations office at end of use.
Overdue Account Penalty Warning System	Tagging, or sending notices for overdue accounts	\$60.00	
Water Service Disconnect	Disconnect for non-payment of account	\$60.00	During regular work hours
	During regular working hours	\$0	
	Outside of regular working hours	\$320.00	
	Emergency	\$0	Emergency is an unexpected, unplanned situation that requires immediate attention to prevent property damage.
Water Service Reconnect	Reconnect following disconnection for non-payment of account	\$60.00	During regular work hours
	During regular working hours	\$0	
	Outside of regular working hours	\$320.00	
	Emergency	\$0	Emergency is an unexpected, unplanned situation that requires immediate attention to prevent property damage.
Thawing Frozen Lines	As Requested	Cost Recovery	Includes truck, welder, and operator's wages and benefits
Fridge & Freezer Freon Removal Charge		\$30.00 per unit	
Road Use Agreement	As Requested	\$400	Includes admin fee, as well as pre and post inspections. Additional inspections are \$100ea.
Excavation Permit	As Requested	\$250	Includes admin fee, as well as pre and post inspections;

Type of Service	Description	Service Fee	Notes
Sidewalk and Street Patio Permit	As Requested	\$50	Per storefront up to maximum of \$200

Cemetery Fees		
Cemetery Plot - Burial		
Adult/Child		\$700.00
Infant (5yrs and under)		\$250.00
Social Services		Current Provincial Rate
Cemetery Plot - Cremation		
Adult/Child		\$250.00
Infant (5yrs and under)		\$100.00
Plot - Opening and Closing		
Cemetery plot - opening and closing - adults/children		\$350.00
Cemetery plot - opening and closing - infants		\$200.00
Cemetery plot - opening and closing - cremation		\$250.00
Additional Fees		
Burials during weekend or statutory holidays		\$400.00
Burials prior to 7am or after 3pm on Monday to Friday		\$300.00
Cemetery work permit		\$30.00

Deposits		
Type of Service	Description	Amount
Use of Fire Hydrant and Water	Use of fire hydrant, consumption flow meter and hydrant water	\$120.00

Administrative Surcharge and Service Contracts	
Equipment Custom Work	Based on Current Alberta Road Builders & Heavy Construction Equipment Rental Rate Guide
Utility Service Installations	As per Utility Installation Contract Agreement

Transportation and Operations	
Passburg Pit Dumping Fees - Closed to Commercial until Further Notice	
Single Axle End Dump Truck (Up to 10 Tonnes)	\$150.00
Tandem Axle End Dump Truck (Up to 13 Tonnes)	\$200.00
Tridem Axle End Dump Truck (Up to 19 Tonnes)	\$300.00
Large End Dump Truck (Up to 25 Tonnes)	\$400.00
Tandem Truck and Tandem Pup (Up to 25 Tonnes)	\$400.00
Tandem Truck and Tridem Pup (Up to 31 Tonnes)	\$500.00
Tridem Truck and Tandem Pup (Up to 31 Tonnes)	\$500.00
Tridem Truck and Tridem Pup (Up to 37 Tonnes)	\$600.00
Tandem Truck and Large End Dump Trailer (Up to 40 Tonnes)	\$650.00
Tridem Truck and Large End Dump Trailer (Up to 43 Tonnes)	\$700.00
<p>*All weighted axle configurations may require overweight term permits as required by Ministry of Infrastructure Commercial Vehicle Weigh Scales Inspections at an additional cost to the contractor over and above the Municipality of Crowsnest Pass tipping fees rates and fees schedule. Other truck and axle configurations not noted above are subject to a pro-rated tipping fee as per the above rates and fees schedule.</p>	

Fines	
Type of Service	Amount
Non-conformance to Watering Regulations – 1 st Offence	\$ 75.00
Non-conformance to Watering Regulations – 2 nd Offence	\$ 150.00
Non-conformance to Watering Regulations – 3 rd Offence	\$ 225.00
Unauthorized Use of Fire Hydrants	\$ 500.00
Unauthorized Operation of Service Valves	\$ 150.00
Destruction, Obstruction or Covering of Service Valves	Cost Recovery (Includes equipment, and operator's wages and benefits)
Illegal Dumping or Disposal	\$ 500.00

Schedule "G" – Community Services Fee Schedule
 Prices include G.S.T. Statutory Holidays are 150% of Adult Rate
 Prime Time: Mon to Fri 5:00 p.m. on and Saturday & Sunday
 Non-Prime Time: Mon to Fri up to 5:00 p.m.
 Youth: 17 & Under / Adult: 18 & Over

SPORTS COMPLEX ICE ARENA	Oct 2023 Mar 2024	Oct 2024 to Mar 2025
Youth Hourly Non-Prime Time	\$36.50	\$37.00
Youth Hourly Prime Time	\$73.00	\$74.00
Local Youth Daily Non-Prime Time	\$365.00	\$370.00
Local Youth Daily Prime Time	\$730.00	\$740.00
Adult Hourly Non-Prime Time	\$54.75	\$ 56.00
Adult Hourly Prime Time	\$109.00	\$112.00
Local Adult Daily Non-Prime Time	\$547.50	\$560.00
Local Adult Prime Time	\$1095.00	\$1120.00
Non-Resident Youth Hourly	\$109.50	\$112.00
Non-Resident Youth Daily	\$1095.00	\$1120.00
Non-Resident Adult Hourly	\$164.25	\$167.00
Non-Resident Adult Daily	\$1642.50	\$1670.00

COMPLEX DRY FLOOR, ASMA & MDM GYM	2023 (COMPLEX – April to September)	2024 (COMPLEX – April to September)
Youth Hourly	\$32.85	\$33.50
Youth Daily	\$295.65	\$300.50
Adult Hourly	\$49.28	\$50.25
Adult Daily	\$443.48	\$450.75
Commercial Resident Hourly	\$61.59	\$62.75
Commercial Resident Daily	\$554.34	\$563.50
Non-Resident Youth Hourly	\$49.28	\$50.25
Non-Resident Youth Daily	\$443.48	\$450.75
Non-Resident Adult Hourly	\$73.91	\$75.25
Non-Resident Adult Daily	\$665.21	\$676.00
Non – Resident Commercial Hourly	\$92.39	\$94.00
Non-Resident Commercial Daily	\$831.52	\$845.00
AB Government Hourly	\$70.39	\$71.75
AB Government Daily	\$633.54	\$644.00
Arena Glass removal and reinstall		\$2240.00

Pass Pool	2023	
Daily Admission		
Family (living in same household)	\$19.05	
Adult	\$9.52	
Senior (65 and over)	\$5.71	
Youth (9 to 17)	\$5.71	
Child (3 to 8years)	\$4.76	
3 years and under	Free	
18 plus 5 use passes	\$28.57	
Seasons Pass		
Family (living in same household)	\$238.10	
Adult	\$142.86	
Senior (65 and over)	\$95.24	
Youth (9 to 17years)	\$123.81	
Child (3 to 8years)	\$57.14	
Lessons		
Private Per lesson (½ hour)	\$25.00	
Semiprivate (½ hour)	\$18.00	
Level 1 to 5	\$55.00	
Level 6 to 10	\$62.00	
Other levels	\$66.00	
Facility Rental		
Private hourly	\$150.00	
Semiprivate	\$75.00	

ELKS HALL & COMPLEX LOUNGE	2023	2024
Youth Hourly	\$24.54	\$24.75
Youth Daily	\$220.89	\$221.00
Adult Hourly	\$36.81	\$37.00
Adult Daily	\$331.33	\$331.50
Repetitive Daily (Minimum of 5 consecutive weekly bookings)	\$220.89	\$224.25
Commercial Resident Hourly	\$46.02	\$46.25
Commercial Resident Daily	\$414.16	\$414.25
Non-Resident Youth Hourly	\$36.81	\$37.00
Non-Resident Youth Daily	\$331.33	\$331.50
Non-Resident Adult Hourly	\$55.22	\$55.25
Non-Resident Adult Daily	\$497.00	\$497.00
Non – Resident Commercial Hourly	\$69.03	\$69.25

Non-Resident Commercial Daily	\$621.24	\$621.50
AB Government Hourly	\$52.59	\$53.00
AB Government Daily	\$473.33	\$473.50

MDM KITCHEN / COMPLEX KITCHEN	2023	2024
One Daily Rate Only	\$106.05	\$107.00
Lease Holder Hourly Rate (MDM)		\$15.00

MDM MEETING ROOM #11 & STAGE	2023	2024
Youth Hourly	\$12.00	\$12.25
Youth Daily	\$108.00	\$110.25
Adult Hourly	\$18.00	\$18.50
Adult Daily	\$162.00	\$165.50
Local Commercial Hourly	\$22.50	\$23.00
Local Commercial Daily	\$202.50	\$206.75
Non-Resident Youth Hourly	\$18.00	\$18.50
Non-Resident Youth Daily	\$162.00	\$165.50
Non-Resident Adult Hourly	\$27.00	\$27.75
Non-Resident Adult Daily	\$243.00	\$248.25
Non – Resident Commercial Hourly	\$33.75	\$34.50
Non-Resident Commercial Daily	\$303.75	\$310.25
AB Government Hourly	\$25.71	\$26.25
AB Government Daily	\$231.43	\$236.25
Lease Rental Space (based on per square foot yearly)	\$6.87/SQ	\$6.96/SQ

COMPLEX CONCESSION IF NOT UNDER A LEASE AGREEMENT	2023	2024
Youth Daily Only – No hourly	\$106.05	\$107.75
Adult Daily Only – No hourly	\$106.05	\$107.75
Commercial & Non-Resident Daily	\$106.05	\$107.75
FACILITY DAMAGE DEPOSIT Minimum \$500.00 or ½ of total	\$500.00	\$500.00
C.S. STAFF HOURLY LABOUR RATE per operator for set up/clean up	\$65.00	\$65.00

EQUIPMENT RENTAL	2023	2024
MDM Black Curtains	\$500.00	\$500.00
Chandelier	\$100.00	\$100.00
5' Portable Projection Screen	\$20.00	\$25.00

Projector	\$50.00	\$50.00
Portable Sound System	\$75.00	\$75.00
Portable Stage 12 x 24	\$250.00	\$250.00
Tablecloths Per 1	\$2.00	\$3.00
Tables (each, if not included in a facility)	\$5.00	\$5.00
Chairs (each, if not included in a facility)	\$1.25	\$1.50
Ice machine (per bag)	\$2.00	\$2.00
Ice machine (events)	\$20.00	\$20.00
ELECTRICAL (Gazebo Park/Complex) Daily rate	\$25.00	\$30.00

SOCCER FIELDS	2023	2024
Non-local Daily Tournament Rate	\$121.42	\$125.00
Local Daily Tournament Rate	\$81.40	\$85.00
Youth (Season Rate per player)	\$12.00	\$14.00
Adult (Season Rate per player)	\$20.00	\$30.00

BALL DIAMONDS	2023	2024
Youth (Season Rate per player)	\$13.75	\$14.00
Adult (Season Rate per player)	\$29.70	\$30.00
Tournament (Non-Local Daily Rate):	\$121.42	\$125.00
Tournament (local daily)	\$81.40	\$85.00

ADVERTISING	2023	2024
Wall Rink Board (4'x8')	\$500.00/year	\$500.00/year
Ice Logo	\$500.00/year	\$500.00/year
Zamboni (per side)	\$500.00/year	\$500.00/year

CAMPGROUND FEES	

Schedule "H" – Pass Powderkeg Fee Schedule

Day Tickets	Full Day	Half Day	Twilight
All Lift Access			
Adult (Ages 18-64)	\$49.99	\$29.99	\$19.99
Youth (Ages 7-17)	\$39.99	\$24.99	\$14.99
Senior (65-74)	\$39.99	\$24.99	\$14.99
Child (0-6)	\$14.99	\$9.99	\$4.99
Super Senior (75+)	\$14.99	\$9.99	\$4.99
Bunny Hill	Free	Free	Free
Single Lift Access (Early Season Rate)			
Adult (Ages 18-64)	\$29.99	\$19.99	\$14.99
Youth (Ages 7-17)	\$23.99	\$14.99	\$12.49
Senior (65-74)	\$23.99	\$14.99	\$12.49
Child (0-6)	\$9.99	\$4.99	\$4.99
Super Senior (75+)	\$9.99	\$4.99	\$4.99
Bunny Hill	Free	Free	Free
Promotional			
Chinook Arch Library Pass (All Ages)	Free		
Group Pricing (Group meaning over 12 people. Discount valid on lift tickets, rentals, and lessons. School groups are not included)	10% off		
Full Package (Skis/Board, Boots, Helmet)			
Adult (Ages 18-64)	\$34.99	\$24.99	\$14.99
Youth (Ages 7-17)	\$27.99	\$19.99	\$13.99
Child (0-6)	\$14.99	\$12.99	\$9.99
Senior (65-74)	\$27.99	\$19.99	\$13.99
Super Senior (75+)	\$14.99	\$12.99	\$9.99
Skis/Board Only			
Adult (Ages 18-64)	\$22.99	\$16.99	\$9.99
Youth (Ages 7-17)	\$18.99	\$12.75	\$8.99
Child (0-6)	\$9.99	\$7.99	\$4.99
Senior (65-74)	\$18.99	\$12.75	\$8.99
Super Senior (75+)	\$9.99	\$7.99	\$4.99
Poles Only			
Adult (Ages 18-64)	\$5.00	\$5.00	\$5.00
Youth (Ages 7-17)	\$5.00	\$5.00	\$5.00
Child (0-6)	\$5.00	\$5.00	\$5.00
Senior (65-74)	\$5.00	\$5.00	\$5.00
Super Senior (75+)	\$5.00	\$5.00	\$5.00

Rentals	Full Day	Half Day	Twilight
Helmet Only			
Adult (Ages 18-64)	\$7.50	\$7.50	\$7.50
Youth (Ages 7-17)	\$7.50	\$7.50	\$7.50
Child (0-6)	\$7.50	\$7.50	\$7.50
Senior (65-74)	\$7.50	\$7.50	\$7.50
Super Senior (75+)	\$7.50	\$7.50	\$7.50
Snowshoe Rental: (All Ages)			\$15.00

Seasonal Rental	2023/24
Adult	\$209.99
Youth	\$199.99
Child	\$164.99
Senior	\$199.99
Super Senior	\$164.99

Snow School	2023/2024
Learn to Turn Intro	\$79.99
Learn to Turn Full Package	\$274.99
Learn to Turn Progression Package	\$194.99
PPK Rippers Single Session	\$149.99
PPK Rippers Both Sessions	\$259.99
PPK Rippers Holiday Week	\$99.99
Weekend Youth Program	\$149.99
Little Cubs Single Session	\$79.99
Little Cubs 4 Pack	\$287.99
Little Cubs 6 Pack	\$407.99
Little Cubs Unlimited (Half-day sessions only)	\$999.99
1.5-hour group	\$59.99
1 Hr. Private	\$89.99
1.5 hr. private	\$134.99
Senior's Program	\$10.00
4 pack of private lessons	10% off
6 pack of private lessons	15% off

Race Training (Per 2.5 Hour Block)	Per Athlete
7 or fewer athletes (block rate)	\$350.00
8-12 Athletes	\$50.00/Athlete
13-18 Athletes	\$47.00
19+ Athletes	\$45.00

Signage Sponsorship Opportunities	Regular Rate	Renewal Rate
Tower Signage	\$250	\$225
Saturday Night Skiing Sponsorship	\$800	N/A

Season Passes	Full Season
Resident Rate	
Adult (Ages 18-64)	\$229.99
Youth (Ages 7-17)	\$183.99
Senior (65-74)	\$183.99
Child (0-6)	\$29.99
Super Senior (75+)	\$29.99
Family of 4+	\$724.99
NEW Family of 3 (2 adults, 1 youth)	\$604.99
Non-Resident Regular Rate	
Adult (Ages 18-64)	\$329.99
Youth (Ages 7-17)	\$261.99
Senior (65-74)	\$261.99
Child (0-6)	\$29.99
Super Senior (75+)	\$29.99
Family of 4+(Includes 2 adults and all dependents under the age of 18 within same household)	\$891.99
Family of 3 (2 adults, 1 youth)	\$734.99
Learn to Turn Graduate/Other Passholder	
Adult (Ages 18-64)	\$247.50
Youth (Ages 7-17)	\$196.90
Senior (65-74)	\$196.90
Child (0-6)	\$29.99
Super Senior (75+)	\$29.99
Family (Includes 2 adults and all dependents under the age of 18 within same household)	\$799.99
Uphill Pass (All Ages)	\$25.00

Lodge Rental	
Hourly	\$ 32.00
Daily	\$ 256.00
Washroom Trailer Rental (Per Weekend)	\$ 250.00
- Subsequent Days	\$ 125.00



Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 7.d

Subject: Bylaw 1184, 2024 - Non-Residential Sub-Class Bylaw - First Reading

Recommendation: That Council approves first reading of Bylaw 1184, 2024.

Executive Summary:

Review of establishing a non-residential sub-class bylaw includes ensuring this bylaw meets legislation and regulations allowing the Municipality to establish different non-residential tax rates. The bylaw also includes provision for the CAO to establish procedures to allow for the effective administration of the small business property sub-class, including without limitation a method and documentation for determining and counting full-time employees.

Relevant Council Direction, Policy or Bylaws:

- Matters Relating to Assessment Sub-Classes Regulation 202/2017
- Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000
- 2024 Property Tax Rate Bylaw No. 1180, 2024

Discussion:

Matters Relating to Assessment Sub-Classes Regulation 202/2017 allows non-residential property within the Municipality, by bylaw, to be divided into the following subclasses:

- a) Vacant non-residential property
- b) Small business property
- c) Other non-residential property

Analysis of Alternatives:

- Council can move first reading of Bylaw 1184, 2024
- Council can suggest any amendments that they wish to see proposed for second reading
- Council can defeat first reading of Bylaw 1184, 2024

Financial Impacts:

As per property tax rates included in the 2024 Property Tax Rate Bylaw No. 1180, 2024

Attachments:

[1184_2024_-_Non-Residential_Sub_Class_Bylaw.docx](#)

[Matters_Relating_to_Assessment_Sub-Classes_Regulation_2017_202.pdf](#)

MUNICIPALITY OF CROWNEST PASS
BYLAW NO. 1184, 2024
CLASS 2 NON-RESIDENTIAL SUB-CLASS BYLAW

BEING a bylaw of the Municipality of Crownsnest Pass in the province of Alberta, to establish dividing assessment Class 2 Non-Residential into sub-classes.

WHEREAS pursuant to section 297 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, a Council may enact a bylaw to divide property classified as non-residential for the purposes of assessment into subclasses as prescribed by regulation;

AND WHEREAS pursuant to the Alberta Regulation 202/2017, "*Matters Relating to Assessment Sub-Classes Regulation*", a Council may enact a bylaw to establish a small business property sub-class;

NOW THEREFORE, the Council of the Municipality of Crownsnest Pass in the Province of Alberta duly assembled, enacts as follows:

1. Short Title

1.1 This Bylaw shall be cited as the "Class 2 Non-Residential Sub-Class Bylaw".

2. Definitions

2.1 In this Bylaw:

- (a) "**Act**" means the Municipal Government Act, RSA 2000, c. M-26 and regulations, as amended from time to time.
- (b) "**Business**" has the same meaning given to it in the *Municipal Government Act*.
- (c) "**Chief Administrative Officer (CAO)**" means the person appointed as the Chief Administrative Officer of the Municipality of Crownsnest Pass and includes any person who holds the position of CAO in an acting capacity.
- (d) "**Designated Industrial Property**" has the same meaning given to it in the *Municipal Government Act*.
- (e) "**Non-Residential Property**" has the same meaning given to it in the *Municipal Government Act*.
- (f) "**Other Non-Residential Property**" means property that is not small business property and is not vacant non-residential property.
- (g) "**Small Business Property**" means property in a municipality, other than designated industrial property, that is owned or leased by a business,
 - a. Operating under a business licence or that is otherwise identified in a municipal bylaw, and
 - b. That has fewer than

- i. 50 full-time employees across Canada, or
- ii. A lesser number of employees as set out in a municipal bylaw,

As at December 31 or an alternative date established in a municipal bylaw.

- (i) **“Vacant Non-Residential Property”** means non-residential property that does not have any permanent structure residing on the property.

2.2 All other terms used in this Bylaw shall have the meaning as is assigned to them by the Act, to the extent that said meaning differs from the ordinary meaning of such terms.

3. Prescribed Non-Residential Property Subclasses

3.1 Class 2 – Non-Residential property within the Municipality of Crowsnest Pass is hereby divided into the following subclasses:

- (a) Vacant non-residential property;
- (b) Small business property;
- (c) Other non-residential property.

4. Small Business Property

4.1 For a non-residential property in the Municipality of Crowsnest Pass to constitute a “small business property” and qualify for the small business property sub-class tax rate:

- (a) The non-residential property cannot be designated industrial property;
- (b) The non-residential property must be owned or leased by a business that has fewer than 50 (fifty) full-time employees across Canada as of December 31 of the year prior to the year of taxation;
- (c) The non-residential property, if leased by a business, cannot be subleased to someone else.

4.2 The Chief Administrative Officer may, from time to time, establish procedures to allow for the effective administration of the small business property sub-class, including without limitation a method and documentation for determining and counting full-time employees.

5. Severability

5.1 Each Section of this Bylaw shall be read and construed as being separate and severable from each other Section. Furthermore, should any Section or Part of this Bylaw be found to have been improperly enacted for any reason, then such Section or Part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

6. Enactment

6.1 This Bylaw shall come into force and effect when it has received third reading and has been duly signed.

READ a **first** time in council this _____ day of _____ 2024.

READ a **second** time in council this _____ day of _____ 2024.

READ a **third and final** time in council this _____ day of _____ 2024.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Province of Alberta

MUNICIPAL GOVERNMENT ACT

MATTERS RELATING TO ASSESSMENT SUB-CLASSES REGULATION

Alberta Regulation 202/2017

Filed on October 26, 2017, in force January 1, 2018

Extract

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(no amdt)

ALBERTA REGULATION 202/2017

Municipal Government Act

**MATTERS RELATING TO ASSESSMENT
SUB-CLASSES REGULATION**

Definition

1 In this Regulation, “Act” means the *Municipal Government Act*.

Prescribed sub-classes

2(1) For the purposes of section 297(2.1) of the Act, the following sub-classes are prescribed for property in class 2:

- (a) vacant non-residential property;
- (b) small business property;
- (c) other non-residential property.

(2) The subclasses referred to in subsection (1) can be applied to both the Urban and Rural Service Areas for Lac La Biche County and the Regional Municipality of Wood Buffalo as if the service areas were separate entities.

(3) For the purposes of subsection (1)(b), “small business property” means property in a municipality, other than designated industrial property, that is owned or leased by a business

- (a) operating under a business licence or that is otherwise identified in a municipal bylaw, and
- (b) that has fewer than
 - (i) 50 full-time employees across Canada, or
 - (ii) a lesser number of employees as set out in a municipal bylaw,

as at December 31 or an alternative date established in a municipal bylaw.

(4) For the purposes of subsection (3), a property that is leased by a business is not a small business property if the business has subleased the property to someone else.

(5) For the purposes of subsection (3), a municipality may, by bylaw, prescribe procedures to allow for the effective administration of the small business property sub-class tax rate, including, without limitations, a method for determining and counting full-time employees, and the frequency of that count.

Tax rates

3(1) For the purposes of section 354(3.1) of the Act, the tax rate set for section 297(1)(d) of the Act to raise the revenue required under section 353(2)(a) of the Act must be equal to the tax rate set for property described in section 2(1)(c) to raise revenue for that purpose.

(2) The tax rate set for property referred to in section 2(1)(b)

- (a) must not be less than 75% of the tax rate for property referred to in section 2(1)(c), and
- (b) must not be greater than the tax rate for property referred to in section 2(1)(c).

Coming into force

4 This Regulation comes into force on January 1, 2018.



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Municipality of Crowsnest Pass Request for Decision

Meeting Date: April 9, 2024

Agenda #: 7.e

Subject: 2024 Outstanding Youth Award Scholarship

Recommendation: That Council approves allocating \$500.00 dollars from Council Promotions for the purpose of increasing the 2024 Outstanding Youth award to total of \$1500.00 dollars.

Executive Summary:

During the March 25th Family Community Support Services Advisory Committee the committee reviewed the 2024 Outstanding Youth Award Nominees.

Relevant Council Direction, Policy or Bylaws:

#21-24 Made by D. Ward

That the Family and Community Support Services Advisory Committee request Council increase the Outstanding Youth Award Scholarship from \$1,000 to \$1,500 for 2024.

Motion Carried

Discussion:

The Family and Committee Support Services Advisory Committee (Advisory Committee) reviewed the 2024 Outstanding Youth Award nominee applications at the March 25th meeting. The Advisory Committee felt that there was 3 very deserving nominees of equal merit. The Advisory Committee made a motion to award the Outstanding Youth Award to 3 Youth for 2024. Each year the recipient of the Outstanding youth award receives a scholarship in the amount of \$1,000. For 2024, The Advisory Committee would like to award each of these 3 deserving recipients, \$500.00 for a total of \$1,500.00.

Analysis of Alternatives:

- Council can allocate the additional \$500 from Council Promotions
- Council can decline and the recipients will each receive \$333.

Financial Impacts:

Council promotion account will depreciate by \$500 for 2024.

Attachments: