



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, June 7, 2022 at 7:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

- 3.a Agriculture Service Board Minutes of March 16, 2022
- 3.b Minutes of the Crowsnest Pass Community Pool Society of April 20, 2022
- 3.c Parks and Recreation Advisory Committee Minutes of April 25, 2022
- 3.d Town of Mundare - Alberta Provincial Police Force Funding Concerns Correspondence of May 10, 2022
- 3.e Bellecrest Community Association - Invitation to Participate in the Bellecrest Summer Kickoff Parade on June 18th
- 3.f Town of Tofield - Letter of Objection to an Alberta Provincial Police Force Correspondence of May 10, 2022
- 3.g Town of Tofield - Letter of Concern Regarding Alberta Utility Fees
- 3.h Chinook Arch Regional Library System (CARLS) Board Report of April 2022
- 3.i Town of Fox Creek - Letter of Further Support for the RCMP of May 25, 2022
- 3.j Honorable Rajan Sawhney, Minister of Alberta Transportation - Highway 3 Twinning Correspondence of May 27, 2022
- 3.k Jay Wickens - Request for Council to Consider Access to Street Parking for Food Trucks/Concession Trailers

4. ADOPTION OF MINUTES

- 4.a Minutes of the Council Meeting of May 17, 2022

5. PUBLIC HEARINGS

- 5.a Bylaw 1114, 2022 - Land Use Bylaw Amendment- Redistrict the land legally described as Lots 3 & 4, Block 8, Plan 3319I from Residential R-1 to Retail Commercial C-1 - *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.

6.a Place Based Learning Opportunity Ideas - Alana Paterson's Grade 6 Class

7. REQUESTS FOR DECISION

7.a Bylaw 1103, 2021 - Land Use Bylaw Amendment to Regulate Tourist Homes - *Council Check In*

7.b Bylaw 1114, 2022- Land Use Bylaw Amendment- Redistrict the land legally described as Lots 3 & 4 Block 8, Plan 3319I from Residential R-1 to Retail Commercial C-1 - *Second and Third Reading*

7.c Bylaw 1118, 2022 Road Closure Bylaw - *First Reading*

7.d Snowmaking Expansion Project Funding Update

7.e Crowsnest Forest Products Volunteer Public Advisory Committee

7.f Motion 11-2022-02-08 - Miners' Path Pedestrian Bridge Inspection - Report Back

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 - Land Purchase - FOIP Act Section 25

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.a

Subject: Agriculture Service Board Minutes of March 16, 2022

Recommendation: That Council accept the Agriculture Service Board Minutes of March 16, 2022 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Agriculture Service Board provides their minutes to keep Council apprised of activities of the department.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2022 03 16 ASB APPROVED Minutes.pdf](#)

Crowsnest Pass ***Agriculture & Environmental Services***



AGRICULTURE SERVICE BOARD MEETING

March 16, 2022, 5:00 pm

Municipal Office – Council Chambers

8502 19 Avenue, Coleman Alberta

ATTENDANCE:

Kathy Wiebe	Chair
Dale Paton	Vice-Chair
Melisa Atkinson	Board Member
Megan Evans	Board Member
Frank DeGroot	Board Member
Doreen Glavin	Councillor
Vicki Kubik	Councillor
Lindsey Davidson	Agricultural Fieldman
Sasha Lassey	Recording Secretary

ABSENT:

Dave Filipuzzi	Councillor
Jesse Fox	Manager of Protective Services

CALL TO ORDER

Chair, Kathy Wiebe called the meeting to order at 5:00 pm.

WELCOME NEW MEMBERS

The board welcomed and introduced new board members, Frank DeGroot and Melisa Atkinson.

ADOPTION OF AGENDA

ASB-01-2022-03-16 *Motion made by Megan Evans to adopt the agenda as amended. Carried.*

ADOPTION OF MINUTES

Adoption of Agriculture Services Board Minutes from December 15, 2021.

ASB-02-2022-03-16 *Motion made by Dale Paton to adopt the minutes of December 15, 2021. Carried.*

DELEGATIONS

OLD BUSINESS

Provincial ASB Conference

- Ag Fieldman, Lindsey Davidson and member Megan Evans attended and gave an update to the board on the Provincial ASB Conference held on January 25-28th, 2021 in Edmonton

ASB-03-2022-03-16 *Motion made by Dale Paton to accept the update and attached agenda as information. Carried.*

2022 Provincial Resolutions

- The board discussed the resolution outcomes from the Provincial ASB Conference; of the resolutions presented, 5 resolutions carried forward and one was defeated
- Ag Fieldman, Lindsey Davidson and Megan Evans provided the board with additional context on the defeat of E1-22 Prohibit Hunting of Wild Boar at Large in Alberta resolution
- Further discussion on how council can assist in preventing the establishment of wild boar farms and include additional controls and best management practices in the future through bylaw enforcement and modification within Animal Control
- Additional in-depth discussion planned for a future meeting

ASB-04-2022-03-16 *Motion made by Councillor Glavin to accept the 2022 Resolution outcomes and discussion as information. Carried.*

NEW BUSINESS

CPR – Compliance with Weed Control Act

- Ag Fieldman, Lindsey Davidson provided background to the board members on the history of lack of compliance or evidence of measures taken with the Weed Control Act from Canadian Pacific Rail along the right of way
- Suggestion to approach a provincial authority to assist in supporting enforcement of compliance on the right of way through a letter to the Minister's office or through the regional liaison

- Other ideas were presented by the board members including a cooperative weed control project on properties with multiple shareholders involved prior to addressing the minister

ASB-05-2022-03-16 Motion made by Councillor Glavin for Ag Fieldman, Lindsey Davidson to discuss the CPR weed control compliance issues further with the Ag Services regional liaison and gather additional information and resources from other municipalities before progressing further. Carried.

Elevation of Carum Carvi

- Ag Fieldman, Lindsey Davidson discussed the issue of a wild caraway infestation in the Municipality of Crowsnest Pass and the potential to elevate the species to a “noxious” classification through a municipal bylaw
- Discovered three major infestations of carum carvi in 2021; in Tecumseh, Coleman and Bellevue, that were not addressed or controlled as it is currently unregulated within the Weed Control Regulations
- Lindsey will provide additional information on noxious and prohibited noxious weed species for the board members during the upcoming orientation

ASB-06-2022-03-16 Motion made by Councillor Kubik that the Ag Service Board recommend that Council elevates the species, carum carvi (commonly known as wild caraway), to a noxious weed classification within the Municipality of Crowsnest Pass as an active bylaw. Carried.

Vendor Registration

- Pesticide vendor registration within the municipality would allow eligible rural property owners to purchase pre-mixed herbicide from the Municipality of Crowsnest Pass
- Previously municipal property owners were able to obtain herbicide from the MD of Pincher Creek; recent changes to the regulations prohibit purchasing outside of their municipal boundaries
- No anticipated costs to provide the service to eligible residents as any revenue generated will off-set potential costs
- Free, online application through Alberta Environment and Parks to acquire vendor registration

ASB-07-2022-03-16 Motion made by Frank DeGroot for Ag Fieldman, Lindsey Davidson to further investigate acquiring a vendor registration license within the municipality’s Ag Services department to provide eligible rural property owners education and herbicide for the purpose of controlling prohibited noxious and noxious weeds on their property. Carried.

South Region Agricultural Service Board Conference

- The Municipality of Crowsnest Pass is scheduled to host the 2022 South Region ASB Conference; tentatively held in October as a one-day event with relevant presentations
- The Agricultural Services Board will need to consider contributing in various roles for the conference
- Registration fees will offset venue, food services as well as any additional costs for speakers

ASB-08-2022-03-16 Motion made by Megan Evans for the Ag Services Board to contribute in the planning and/or hosting of the 2022 South Region ASB Conference. Carried.

CORRESPONDENCE

TC Energy Project

- Ag Fieldman, Lindsey Davidson provided information to the board members on continued discussions with the new regional environmental specialist for TC Energy's Rocky Mountain Region, Brad Agnew on their plan for proposed construction projects and vegetation management
- Municipal staff will have the ability to inspect sites as needed and direct any concerns to the regional specialist

ASB-09-2022-03-16 Motion made by Melisa Atkinson to accept the correspondence from TC Energy Project as information. Carried.

TOPICS FOR DISCUSSION

Service Area Update – Jesse Fox/Lindsey Davidson

Ag Fieldman, Lindsey Davidson provided a service area update to the board for January to March of 2022. Highlights include:

- RFP for a three-year contract for vegetation management was published on March 4, closing on March 24th
- Interviews for seasonal staff have been completed and hiring process and offers are underway
- Collaboration with Alberta Environment & Parks to support continued aquatic invasive species monitoring
- Agricultural Service Board orientation session scheduled for March 23, 2022; will be attended by the regional liaison, Joe Harrington

ASB-10-2022-03-16 Motion made by Councillor Glavin to accept the January – March 2022 Agricultural Service Area Update as presented. Carried.

ADJOURNMENT

ASB-11-2022-03-16 Motion made by Councillor Kubik to adjourn the meeting at 7:21 pm. Carried.

K. White

Chairman

Date:

May 18, 2022

Recording Clerk

Date:

May 18, 2022



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.b

Subject: Minutes of the Crowsnest Pass Community Pool Society of April 20, 2022

Recommendation: That Council accept the Minutes of the Crowsnest Pass Community Pool Society of April 20, 2022 as information.

Executive Summary:

Minutes of internal Boards, Committees and Societies are provided to Council for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Crowsnest Pass Community Pool Society provides their minutes to keep Council apprised of activities with pool operations.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2022 April 20 Pass Community Swimming Pool Board Meeting.pdf](#)

AGENDA for Pass Community Swimming Pool Board Meeting

Wednesday, April 20, 2022

@ 6:00 PM Council Chambers

1. Approval of Agenda
2. Minutes of March 23, 2022 Meeting
3. Old Business/Business Arising from the minutes
 - A. Recommended renovations - update
 - B. Sinister 7 - update
 - C. Red Cross Transfer Program - update
4. New Business
 - A. Variance Report
 - B. Staff Applications/Interviews - In Camera
 - C. Wage Scale - draft attached
 - D. Spring Promotion?
 - E. Purchases
 - F. Bike Rack - <https://calgaryherald.com/news/local-news/calgary-group-reimagines-bike-racks-to-make-cycling-to-school-easier-for-kids>
 - G. Donations
 - H. Outdoor Pool Symposium - Vulcan - attached
5. Next Meeting
6. Adjournment

Pass Community Swimming Pool Board Meeting
April 20, 2022 (6:04 PM)
Council Chambers

IN ATTENDANCE: Judy Sciarra, Lesley Margetak, Sherri Gleave, Pauline Beech, Dave Filipuzzi, Doreen Glavin

Called to order: 6:06 pm

1. Agenda: Chair presented the Agenda.

Sherri MOVED that the agenda be accepted as presented. Judy SECONDED the motion. CARRIED

2. Minutes of March 23, 2022 Regular meeting.

Doreen MOVED that the minutes of March 23, 2022, be adopted as read. Judy SECONDED the motion. CARRIED.

3. Old Business/ Business arising from the minutes

A. Recommended renovations - update

- New counter has been installed.
- Trophy case has not been installed but does need to be placed vertically when it is installed.
- A device will be installed to regulate shower temperature and be monitored for the 2022 season.
- Pop machine purchase still being pursued, but Trevor will check pool deck that a proper electrical receptacle is available.

B. Sinister 7 update

- Sinister 7 would like to know if the pool website is up-to-date- not at this time.
- Sinister 7 also requested an early open on Sunday of race so showers are available.
- Showers \$5 per person.

C. Red Cross Transfer Program - update

- All certified WSI Instructors should have received an update on the transfer program.
- Transfer is free if completed by December 2022.

- If guards go their account, they will be sent to a link at Lifesaving that will have a consent form and program.
- LSI, Lifesaving Swim Instructor can teach all levels of swimming up to Bronze Cross.

4. New Business

A. Variance report - Attached

- Discussed and reviewed

B. Staff Applications/Interviews – In Camera

Sherri excused from in-camera due to possible conflict of interest.

MOVED to go in-camera at 6:42 pm

MOVED to come out-of-camera at 7:07 pm

- virtual interviews with Kristin's knowledge were completed and letters will be going this week asking for confirmation of acceptance.
- At present 7 lifeguards including manager and 8 cashiers including head cashier.
- Still recruiting lifeguards and we are encouraging and supporting cashiers to consider becoming certified lifeguards.
- Have been in contact with Pincher and Sparwood who are experiencing the same lifeguard shortage and there are some courses available.
- Johan has requested pool staff be available for pool cleaning and prep the second week of May.

C. Wage Scale – attached

Judy MOVED that a \$1.00 increase be applied to the Manager's position, 0 through to 10 years. Dave SECONDED the motion. CARRIED.

Dave MOVED to accept 2022 wage scale as amended. Doreen SECONDED the motion. CARRIED.

D. Spring Promotion

- Reduced rates will continue to apply to the 2022 season.

E. Purchases

- Vacuum has arrived.
- Look at purchasing a mini freezer for frozen treats.

- Plastic pallets for chemical storage in the basement.
- Blue tooth speakers have been recommended by Trevor.
- Aquatic supplies to be ordered by staff.

F. Bike Rack - <https://calgaryherald.com/news/local-news/calgary-group-reimagines-bike-racks-to-make-cycling-to-school-easier-for-kids>

- Reviewed article, bike rack at pool does not hold bikes. Perhaps Board could look into having the high school shop build one for pool.
- A local resident complained about the current bike rack at pool being unusable. Is this a Board responsibility?

G. Donations

- Donations to Knights of Columbus for Ukrainian Perogy Supper Fundraiser.

Doreen MOVED to donate 3 family flex passes to the Knights of Columbus for their Perogy Supper Fundraiser for the Ukraine. Sherri SECONDED the motion. CARRIED by email.

H. Outdoor Pool Symposium – Vulcan

- Board would like to see 2 pool staff members attend, perhaps Manager and one other staff. Registration and mileage will be covered.

Doreen MOVED that the Board send 2 pool staff to the Outdoor Pool Symposium, with the cost of registration and mileage (Municipal rate) covered. Pauline SECONDED the motion. CARRIED.

6. Next Meeting: Regular Meeting Wednesday, May 25, 2022

6pm Format: Virtual/In-person – TBD

7. Judy MOVED to adjourn at 7:43pm

Years of Experience at position (Pass Pool)	Manager	Assistant Manager	Senior Guard	Junior Guard	Casual Guard	Cashier	Head Cashier
0	\$26.00	\$23.50	\$21.00	\$19.00	\$18.50	\$17.00	\$18.50
1	\$26.50	\$24.00	\$21.50	\$19.50	\$19.00	\$17.50	\$19.00
2	\$27.00	\$24.50	\$22.00	\$20.00	\$19.50	\$18.00	\$19.50
3	\$27.50	\$25.00	\$22.50	\$20.50	\$20.00	\$18.50	\$20.00
4	\$28.00	\$25.50	\$23.00	\$21.00	\$20.50	\$19.00	\$20.50
5	\$28.50	\$26.00	\$23.50	\$21.50	\$21.00	\$19.50	\$21.00
6	\$29.00	\$26.50	\$24.00	\$22.00	\$21.50	\$18.00	\$21.50
7	\$29.50	\$27.00	\$24.50	\$22.50	\$22.00	\$20.00	\$22.00
8	\$30.00	\$27.50	\$25.00	\$23.00	\$22.50	\$20.50	\$22.50
9	\$30.00	\$28.00	\$25.50	\$23.50	\$23.00	\$21.00	\$23.00
10	\$30.50	\$28.50	\$26.00	\$24.00	\$23.50	\$21.50	\$23.50
Additional Courses							
LSI & CPR Instructor	\$0.50 per hour						
Pool Operator 1-5	\$0.50 per hour						
LSI Trainer/Examiner	\$0.50 per hour						
NLS Instructor/Examiner	\$0.50 per hour						
Aquafit Trainer	\$0.50 per hour						
First Aid Instructor	\$0.50 per hour						

Actual vs Budget Year To Date by Department:

Department: Community Services

Reporting Period: January, 2022 To March, 2022 (3 Months)

Fund: <All>; Sub-Department: - Pool; GL Account: <All>; Costing Center: <All>

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues:				
Conditional Grants	0	4,950	4,950	100.00%
Other Revenues and Cost Recoveries	2,500	0	(2,500)	-100.00%
Rental Income	10,800	300	(10,500)	-97.22%
Sale of Goods and Services	114,000	0	(114,000)	-100.00%
Total Revenues	127,300	5,250	(122,050)	-95.88%
Expenses:				
Administration	11,100	2,206	(8,894)	-80.13%
Contracted Services	4,000	0	(4,000)	-100.00%
Operations	57,800	6,982	(50,818)	-87.92%
Repairs and Maintenance	1,700	0	(1,700)	-100.00%
Salaries, Wages and Benefits	158,576	0	(158,576)	-100.00%
Service Charges and Interest	33,394	0	(33,394)	-100.00%
Transfer to Reserves	7,040	0	(7,040)	-100.00%
Total Expenses	273,610	9,188	(264,422)	-96.64%
Net Total	(146,310)	(3,938)	142,372	97.31%

Actual vs Budget Year To Date by Sub-Department:

Sub-Department: - Pool

Reporting Period: January, 2022 To March, 2022 (3 Months)

Fund: <All>; Sub-Department: - Pool; GL Account: <All>; Costing Center: <All>

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenues:				
Conditional Grants	0	4,950	4,950	100.00%
1830-Unconditional Grants	0	4,950	4,950	100.00%
Other Revenues and Cost Recoveries	2,500	0	(2,500)	-100.00%
1490-Other Income	2,500	0	(2,500)	-100.00%
Rental Income	10,800	300	(10,500)	-97.22%
1562-Facility Rental	10,500	300	(10,200)	-97.14%
1564-Equipment Rental	300	0	(300)	-100.00%
Sale of Goods and Services	114,000	0	(114,000)	-100.00%
1405-Sale of Goods	5,000	0	(5,000)	-100.00%
1410-Sale of Services	1,000	0	(1,000)	-100.00%
1413-Daily Admission	45,000	0	(45,000)	-100.00%
1415-Season Tickets	38,000	0	(38,000)	-100.00%
1419-Lessons	25,000	0	(25,000)	-100.00%
Total Revenues	127,300	5,250	(122,050)	-95.88%
Expenses:				
Administration	11,100	2,206	(8,894)	-80.13%
2214-Freight & Express	3,000	0	(3,000)	-100.00%
2216-Telephone & Answering Service	500	0	(500)	-100.00%
2218-Purchased Travel	500	0	(500)	-100.00%
2221-Advertising	3,000	940	(2,060)	-68.67%
2222-Promotions	3,500	1,016	(2,484)	-70.97%
2225-Membership Fees	500	250	(250)	-50.00%
2515-Postage/Photocopier	100	0	(100)	-100.00%
Contracted Services	4,000	0	(4,000)	-100.00%
2240-Contracted Services	4,000	0	(4,000)	-100.00%
Operations	57,800	6,982	(50,818)	-87.92%
2291-Registration fees	0	0	0	0.00%
2292-General Insurance	8,000	2,609	(5,391)	-67.38%
2511-Supplies	9,500	0	(9,500)	-100.00%
2512-Clothing/Uniforms	2,000	0	(2,000)	-100.00%
2521-Gas & Oil	200	0	(200)	-100.00%
2523-Equip, Mach & Vehicle Parts	1,000	0	(1,000)	-100.00%

2531-Building Maintenance Materials	1,000	2,590	1,590	158.96%
2538-Chemicals	9,000	0	(9,000)	-100.00%
2543-Utilities-Electricity	7,200	382	(6,818)	-94.70%
2544-Utilities-WaterSewerGarbage	2,100	0	(2,100)	-100.00%
2545-Utilities, Gas	13,600	1,110	(12,490)	-91.84%
2548-Carbon levy	4,200	292	(3,908)	-93.05%
Repairs and Maintenance	1,700	0	(1,700)	-100.00%
2251-Purch Repairs-Bldg	200	0	(200)	-100.00%
2252-Purch Repairs- Mach & Equip	1,000	0	(1,000)	-100.00%
2261-Rental Equipment	500	0	(500)	-100.00%
Salaries, Wages and Benefits	158,576	0	(158,576)	-100.00%
2122-Casual & Part-Time	141,485	0	(141,485)	-100.00%
2127-Vacation Pay	5,659	0	(5,659)	-100.00%
2130-Benefits	11,432	0	(11,432)	-100.00%
Service Charges and Interest	33,394	0	(33,394)	-100.00%
2813-Bank Service Charges	1,000	0	(1,000)	-100.00%
2831-Interest on Borrowing	31,894	0	(31,894)	-100.00%
2992-Cash Shortages	500	0	(500)	-100.00%
Transfer to Reserves	7,040	0	(7,040)	-100.00%
2764-Transfer to Reserves from Operational	7,040	0	(7,040)	-100.00%
Total Expenses	273,610	9,188	(264,422)	-96.64%
Net Total	(146,310)	(3,938)	142,372	97.31%



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.c

Subject: Parks and Recreation Advisory Committee Minutes of April 25, 2022

Recommendation: That Council accept the Parks and Recreation Advisory Committee Minutes of April 25, 2022 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provide to Council for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Parks and Recreation Advisory Committee provides their minutes to keep Council apprised of activities of the committee.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Parks and Recreation Minutes April 25 2022.pdf](#)



Parks & Recreation Advisory Meeting Minutes
Municipality of Crowsnest Pass
Monday April 25, 2022 – 4:30 pm
Community Services Office – MDM Community Center

Chairperson: Heather Davis

Secretary: Tracey Linderman

Present: Heather Davis – Chairperson
Randi Lynn Rinaldi – Vice Chair
Larry Hennig – Member at Large
Pam Somerville – Member at Large
Ritch Braun – Member at Large
Glen Girhiny – Councillor
Lisa Sygetuk – Councillor
Trent Smith – Community Services Manager
Tracey Linderman – Recreation Programmer

Absent:

1.0 Call Meeting to Order

H. Davis called the meeting to order at 4:49 pm.

2.0 Adoption of Agenda

#22-27 MOVED BY: R.L. Rinaldi

To accept the agenda of April 25, 2022.

CARRIED

3.0 Approval of Minutes

#22-28 MOVED BY: L. Hennig

To approve the minutes dated March 28, 2022.

CARRIED**4.0 Correspondence****5.0 Delegations****6.0 Business Arising from Previous Minutes****6.a Review Parks and Recreation Advisory Handbooks**

H. Davis and committee reviewed the binders to understand the roles of the Advisory Committee. Reviewed each category in the binder for information. Items can be added as needed, if there is something a member would like to add please contact the chairperson.

#22-29 MOVED BY: R. Braun

The Parks and Recreation Committee moves to accept as information and add to the handbook as required.

CARRIED**7.0 New Business****7.a Facilities and Stakeholders**

Discussed having a list of facilities and stakeholders for reference. The list would include facilities such as MDM, Parks, Playgrounds, Ball Complex, Walking Trails, Halls, Staging Areas etc. Would like members to review and figure out who are the stakeholders for the outdoor facilities.

#22-30 MOVED BY: P. Somerville

The Parks and Recreation Committee moves to accept as information and prepare a list who are the stakeholders for outdoor facilities.

CARRIED**7.b Vision Plan – Next Steps**

Would like to prioritize 5 items from the Vision Plan. The Advisory Committee meets once per month so what does the committee want to focus on. In discussion the committee would like to start with the Trail Master Plan connectivity. Would like to plan and focus on ideas to engage the community. Connectivity to connect the community. Discussed meeting with the CCHS Student Council, 40 Assets, Seniors Centers and how they can be included. Meet with the groups to discuss what the Advisory Committee is doing to connect the community and what they would like to see, have them collect information from their groups. Once information is collected they will return to the advisory Committee to share information.

#22-31 MOVED BY: L. Sygetuk

The Parks and Recreation Committee member L. Hennig contact the CCHS Student council and meet with a representative to discuss connectivity on our community trails. P. Somerville contact members of the Seniors Centers in Bellevue and Coleman, UROC and any other groups from that demographic to discuss connection and visioning.

CARRIED**8.0 Parks and Recreation Reports**

Skatepark – The location of the Skatepark has been approved for the area in Flumerfelt Park Beach Volleyball area. The Skaters Club is working on the draft vision and costs of the project. Once they have completed the plans they will report back to council. No timeline or funds have been allocated for the park.

Dog Park – The location across from the ISS Soccer Field will be the site of the dog park. The project is in the design stage.

Frisbee Golf – Community Services is working with a group from the High School and now there is another group from Lethbridge interested in planning a frisbee golf area by PPK. Encouraging the two groups to get together as we only need one frisbee golf course. The High School group will come to the Recreation Advisory committee and then to Council for approval.

#22-32 MOVED BY: L. Sygetuk

The Parks and Recreation Committee moves to accept as information.

CARRIED**9.0 Committee Member Reports****10.0 In Camera****11.0 Adjournment****#22-33 MOVED BY: P. Somerville**

To adjourn the Parks and Recreation Advisory Board meeting at 6:31pm. The next schedule meeting is for May 16 at 4:30pm MDM.

CARRIED


Chairperson



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.d

Subject: Town of Mundare - Alberta Provincial Police Force Funding Concerns Correspondence of May 10, 2022

Recommendation: That Council accept the Town of Mundare - Alberta Provincial Police Force Funding Concerns Correspondence of May 10, 2022 as information.

Executive Summary:

Correspondence received is provided to Mayor and Council as part of the subsequent Council meeting package.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Town of Mundare has written a letter to Minister Shandro concerning funding for the Alberta Provincial Police force and copied all Alberta Municipalities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2022 05 10 - Town of Mundare - Alberta Provincial Police Force Funding Concerns.pdf](#)



TOWN OF MUNDARE

P.O. Box 348, Mundare, Alberta T0B 3H0

Telephone: (780) 764-3929

Fax: (780) 764-2003

E-mail: reception@mundare.ca

www.mundare.ca

May 9, 2022

The Honourable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

Re: Alberta Provincial Police Force

Town council discussed the Alberta Provincial Police Service Transition Study after attending a municipal engagement session. Based on the information provided, Town Council cannot support the transition to a provincial police force.

The information provided at the engagement session did not provide enough information that a provincial police force would provide a better service than what we currently receive. In fact, it raised a question if our service level will be reduced. Under the proposed Hub model, we do not know if our detachment would lose members to work in the service hub.

What was evident from the session is that the Provincial cost to operate a provincial police force would increase. As per the information provided, the Province currently pays \$399 million for police services and the cost of the provincial police force would be between \$538-562 million, however there was no information provided as to how this extra cost would be funded.

As you are aware, as of April 1, 2020, municipalities that receive policing under the Provincial Police Services Agreement (PPSA) are required to pay a portion of the policing costs. In 2023/2024, that portion will be 30%. It stands to reason that the costs to these municipalities would increase with the implementation of a provincial police force.

The requirement to pay for policing puts enormous pressure on our budget. In 2023, it is estimated that the town will pay \$47,740 which is equal to about a 0.5 mill based on the 2022 assessment. Further increases in policing costs may result in reduced services to our residents.

We believe that before the Province makes any decision on the transition to a provincial police force, it is imperative that further information be provided to municipalities on how our current service will be affected and how the transition and increased operating expenses will be funded.

Council would also like to raise the issue of fine and penalty revenue. The intent of Section 162 of the Traffic Safety Act is that fines and penalties should be distributed on the basis of who pays for policing, however, this section does not apply to PPSA communities. We hereby ask that section 162 be amended to allow for the distribution of fines and penalties to PPSA communities at the same percentage that they pay for police services.

We thank you for considering our requests.

Sincerely yours,



Cheryl Calinoiu
Mayor

cc: Honourable Jason Kenney, Premier
MLA Jackie Armstrong-Homeniuk, Vegreville-Fort Saskatchewan
Alberta Municipalities
AB Munis
RMA



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.e

Subject: Bellecrest Community Association - Invitation to Participate in the Bellecrest Summer Kickoff Parade on June 18th

Recommendation: That Council consider participating in the Bellecrest Summer Kickoff Parade on June 18th and direct Administration to register those Councillors who plan to attend.

Executive Summary:

Invitations received for parade participation are provided to Council for their consideration.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Summer events and parade invitations are provided to Council as received for their consideration. The Bellecrest Community Association is planning for their annual Bellecrest Summer Kickoff event formerly known as Bellecrest Days.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2022 05 06 - Bellecrest Community Association - Invitation to Participate in the Bellecrest Summer Kickoff Parade.pdf](#)

From: Bellecrest Community Association <bellecrestdays@gmail.com>

Sent: May 6, 2022 5:00 PM

To: Bellecrest Community Association <bellecrestdays@gmail.com>

Subject: BELLECREST SUMMER KICKOFF PARADE JUNE 18



We are excited after two years to start the summer off right in the Crowsnest Pass with the Bellecrest Summer Kickoff Event (formerly called Bellecrest Days) with a Parade!

June 18, 2022 at 11 am the parade will begin beside the Bellevue Campground and we would love to have you there!

Please help us 'kick off' this summer with your enthusiasm by joining the parade. Floats, walkers, horses, bikes are all welcome. Registration can be done by filling out the form attached and return it to this email address.

If you have any questions, please contact us.

Thank you,

Sue & Sanya

--

Bellecrest Community Association

Box #452, Bellevue, AB T0K 0C0

bellecrestdays@gmail.com



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.f

Subject: Town of Tofield - Letter of Objection to an Alberta Provincial Police Force Correspondence of May 10, 2022

Recommendation: That Council accept the Town of Tofield - Letter of Objection to an Alberta Provincial Police Force Correspondence of May 10, 2022 as information.

Executive Summary:

Correspondence received is provided to Mayor and Council as part of the subsequent Council meeting package.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Town of Tofield has written a letter of concern to Minister Shandro concerning funding for the Alberta Provincial Police force and copied all Alberta Municipalities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2022 05 30 - Town of Tofield - Letter of Objection to an Alberta Provincial Police Force.pdf](#)



PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

May 25, 2022

The Honorable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister,

Re: Alberta Provincial Police Force

Minister Shandro, Town of Tofield Council have attended the Presidents Summit, read, and reviewed the Price Waterhouse Cooper report, and have attended municipal engagement sessions on the proposed Provincial Police Force, all of which have discussed and debated the merits of Provincial Policing.

Minister, please note: Town of Tofield Council in no way supports this initiative to replace the RCMP with an Alberta Provincial Police Force.

The rationale behind this seems poorly timed and ill researched. The Fair Deal panel provided, in our opinion, solid evidence for this potential project to be halted and not further investigated. For review, at the time of results 65% of respondents were not in support of this initiative. Once again, in our opinion, this should have been a large enough response to have negated taking this process any further.

In a time of already uncertain economic forecasts, this seems to be short sighted. The costs to have a transfer to a Provincial Policing Force would be astronomical. Considering these potential costs as well as the current Police Funding Model which we must now shoulder does not sit well with Council and does not sit favorably with the community. Respectfully, this initiative seems to be somewhat tone deaf.

The RCMP have proven to be a pillar of strength, guidance, and protection not only for our community but the Province as a whole. It is without question that Tofield Council support our local detachment of exceptionally skilled and hard-working individuals, but also the members across our fine Province of Alberta.

Honorable Tyler Shandro
Minister of Justice and Solicitor General
Page 2

Minister Shandro, Tofield Council respectfully implore you reconsider the movement to a Provincial Policing Force. Tofield stands in solidarity with our friends at the Town of Mundare, as well as the other numerous Alberta Municipalities who have voiced similar concerns. We ask that you instead look to strengthen and improve your work with the RCMP for the true betterment of our Province.

Sincerely,



Debora Dueck
Mayor

C.C AUMA Membership
 RMA Membership
 Jackie Lovely, MLA



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.g

Subject: Town of Tofield - Letter of Concern Regarding Alberta Utility Fees

Recommendation: That Council accept the Town of Tofield - Letter of Concern Regarding Alberta Utility Fees as information.

Executive Summary:

Correspondence received is provided to Mayor and Council at the subsequent meeting of Council.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Town of Tofield has provided a copy of their letter sent in solidarity to the Alberta Utilities Commission regarding their concerns with the rising Alberta utility fees.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2022 05 30 - Town of Tofield - Letter of Concern Regarding Alberta Utility Fees.pdf](#)



PO Box 30 5407 50th Street
 Tofield, Alberta T0B 4J0
 P 780 662 3269
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 E tofieldadmin@tofieldalberta.ca
 W www.tofieldalberta.ca

May 26, 2022

Alberta Utilities Commission
 106 Street Building
 10th Floor, 10055 106 ST
 Edmonton, AB
 T5J 2Y2

Re: Alberta Utility Fees

The following correspondence is being sent in a movement of solidarity. There have been multiple municipalities across Alberta who have reached out with grave concern, regarding the rising fees for both electricity and natural gas.

In a time of extreme economic downturn, supply shortages and employment volatility, the fee increases appear to be exceptionally short sighted. The province of Alberta and its hardworking people have been wrought with challenges over the past two years, and this is simply providing further stress and instability to the people of this province.

Mayor and Council for the Town of Tofield implore the Commission to truly review the fees and the charges being unfairly downloaded to the Alberta residents. In what has proven to be the most challenging time of many people's lives, these life essential utilities should not be viewed as an opportunity for profit.

Sincerely,


 Debora Dueck
 Mayor

C.C AUMA Membership
 RMA Membership
 Jackie Lovely, MLA



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.h

Subject: Chinook Arch Regional Library System (CARLS) Board Report of April 2022

Recommendation: That Council accept the Chinook Arch Regional Library System (CARLS) Board Report of April 2022 as information.

Executive Summary:

The Chinook Arch Regional Library System provides their board reports to member communities.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Chinook Arch Regional Library System (CARLS) Board provides their monthly board reports for Council's information.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Board Report - April 7, 2022.pdf](#)

BOARD REPORT



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

Chinook Arch Library Board Meeting - April 7, 2022

Chinook Arch Library Board Receives Clean Audit Opinion



Auditor Joanna Kappel of Insight LLP walked the board through the 2021 Audited Financial Statements. Despite reducing the member levy to 2017 levels, Chinook

Arch remains in sound financial shape, posting a modest surplus at year end. This year marks the final year of the board's agreement with Insight LLP, and the board and staff would like to thank the Insight team for their service and support over the past 5 years.

Chinook Arch Celebrates 30 years of Excellence in Library Service

Chinook Arch came into existence on April 1, 1992 after the steering committee spent several years getting buy-in from municipalities and library boards across the region. The original group of 22 members has since grown to 41 municipalities and one school authority, meaning that every resident within the Chinook Arch region now enjoys access to regional library services. The board would like to thank its member library boards and municipalities for their role in making the system what it is today: a model of inter-municipal collaboration that really works for the benefit of area residents.



Board Members Present

Barons	Ron Gorzita
Cardston	Marsha Jensen
Cardston County	Tom Nish
Champion	Terry Penney
Claresholm	Tony Hamlyn
Coalhurst	Lyndsay Montina
Coutts	Stephen A. Pain
Crowsnest Pass	Doreen Glavin
Fort Macleod	Jim Monteith
Hill Spring	Suzanne French
Lethbridge (City)	Robin Harper
Lethbridge County	Tory Campbell
Lomond	Marie Logan
Magrath	Darryl Christensen
Milk River	Anne Michaelis
Milo	Christopher Northcott
Nanton	Lise Mayne
Nobleford	Melissa Jensen
Picture Butte	Teresa Feist
Pincher Creek	Mark Barber
Pincher Creek M.D.	Dave Cox
Raymond	Kelly Jensen
Taber MD	Tamara Miyanaga
Vulcan County	Doug Logan
Warner (Village)	Don Toovey
Warner County	Morgan Rockenbach
ID of Waterton	Lesley Little
Willow Creek M.D.	Maryanne Sandberg
LPL Resource Centre	Wendy Kalkan
Ministerial Appointment	Vic Mensch (Chair)

Regrets

Coaldale	Jordan Sailer
Stirling	Gary Bikman
Taber	Monica McLean
Vauxhall	Shelley Deleeuw

Absent

Arrowwood	Wendy Williams
Barnwell	Deb Hansen
Glenwood	Linda Allred
Stavely	Brydon Saunders
Vulcan	Liz Hammond
Kainai Board of Education	Linda Weasel Head



Policies Reviewed/Approved

- Planning and Facilities Committee
Timeline and Work Plan
- Marketing/Communications
Committee Mandate
- Marketing/Communications
Committee Timeline and Work Plan
- Finance and Personnel Committee
Timeline and Work Plan
- Annual Vacation Policy



Annual Report Approvals

In keeping with Alberta’s library legislation, the Board reviewed and approved the annual reports for Chinook Arch, along with outlet libraries at Kainai and in Wrentham. Libraries continue to rebound from the COVID-19 pandemic, with usage statistics nearing pre-2020 levels. Van deliveries were up by 59% to 720,000 items, and most other indicators showed increases of 12% to 400%.

Contact Us

Chinook Arch Regional Library System
2902 7th Avenue North
Lethbridge, AB T1H 5C6 | 403-380-1500
www.chinookarch.ca | arch@chinookarch.ca



facebook.com/
chinook.arch7



@chinooklibs



@chinooklibs



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.i

Subject: Town of Fox Creek - Letter of Further Support for the RCMP of May 25, 2022

Recommendation: That Council accept the Town of Fox Creek - Letter of Further Support for the RCMP of May 25, 2022 as information.

Executive Summary:

Correspondence received is 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 Town of Fox Creek has provided a letter sent to Minister Shandro to further reiterate their opposition to an Alberta Provincial Police Force and for the Province to instead bolster and support the RCMP.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Letter to Minister of Justice Re Further Support for the RCMP_2022-04-13.pdf](#)



April 13, 2022

Shandro, Tyler, Honourable
Minister of Justice and Solicitor General, Deputy House Leader
Office of the Minister
204 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6
ministryofjustice@gov.ab.ca

RE: FURTHER SUPPORT FOR THE RCMP

Dear Minister Shandro,

In the early parts of 2020, the Town of Fox Creek learned of the province's proposal to replace the RCMP with a Provincial Police Force. At that time, we had also received an abundance of letters from fellow municipalities voicing their support for the RCMP and their concerns over the proposal. We followed suit and shared our opposition to the plan with your predecessor as well.

As such, we at the Town of Fox Creek are having a hard time understanding why this proposal is still moving forward given the amount of opposition that the province has received.

We know that all municipalities who spoke up provided sound arguments against the proposal; arguments that aligned with our own. Arguments that should have been enough for the province to reconsider their position on this matter.

For your reference, we will reiterate just some of what the negative implications of a Provincial Police Force are.

1. Increase in operating costs, ultimately at the expense of taxpayers.

As we are just starting to come out of the pandemic, where many people and businesses struggled financially under the strain of closures and loss of employment, now is not the time to be increasing taxes to compensate for the operating costs of a Police Force that that majority of the province is not in favour of.

2. Policing services are already strained in many rural communities.

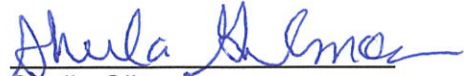
Services, including that of policing, are already strained in rural communities and with the provincial cuts to funding and changes to policies, it would not be conjectured to say that the installation of a Provincial Police Force would not be an improvement for these communities. If anything, it would act as an additional cause of attrition.

3. Now is not the time to distance ourselves from the rest of Canada.

We strongly believed, and continue to believe, that now is not the time to further distance ourselves from the nation. Now is the time to work towards building better relationships for the betterment of the province. As stated in the previous letter, alienation is a great way to further reduce Alberta's voice on the larger national and international stage.

We sincerely hope that the province stops to listen to their constituents, and reconsiders continuing with their proposed Alberta Provincial Police Force. We also hope that the province sees that, instead of replacing them, there is an opportunity to bolster and support the betterment of the existing RCMP.

Sincerely,



Sheila Gilmour

Mayor

sheila@foxcreek.ca

cc: The Honourable Jason Kenney, Premier
Arnold Viersen, MP, Peace River – Westlock
Todd Loewen, MLA, Central Peace – Notley
Alberta Municipalities Members



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.j

Subject: Honorable Rajan Sawhney, Minister of Alberta Transportation - Highway 3 Twinning
Correspondence of May 27, 2022

Recommendation: That Council accept the correspondence from Honorable Rajan Sawhney, Minister of Alberta Transportation regarding the Highway 3 Twinning discussion as information.

Executive Summary:

Correspondence received is provided to Mayor and Council at the subsequent meeting of Council.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

A letter was received from the Honorable Rajan Sawhney, Minister of Alberta Transportation in response to a referral from Minister McIver regarding a discussion concerning Highway 3 Twinning at the RMA Convention.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2022 05 27 - Minister Rajan Sawhney - Alberta Transportation - Highway 3 Twinning.pdf](#)

May 17, 2022

AR 89718

His Worship Blair Painter
Mayor
Municipality of Crowsnest Pass
PO Box 600
Crowsnest Pass, AB T0K 0E0

Dear Mayor Painter:

Honourable Ric McIver forwarded the issue you raised at the Spring Rural Municipalities of Alberta (RMA) meeting held with Municipal Affairs. I understand you have concerns regarding the impact on the community, of re-routing Highway 3. As the Minister of Alberta Transportation, I am able to provide the following information.

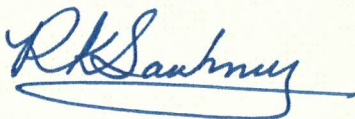
The twinning of Highway 3 is a priority project for the Government of Alberta. After many years of public consultation and studies, I look forward to continued progress of this long anticipated, highly complex project. As with any project of this magnitude, working with impacted communities is essential to ensure any planning and construction is completed in conjunction with local municipalities.

With respect to the issues raised at your meeting with Minister McIver, I understand Council has endorsed the recommendations from the 2019 Functional Planning Study. Construction of the bypass is not on Alberta Transportation's current Three Year Construction Program and is considered a future project.

Should your staff wish to contact Alberta Transportation to further discuss any concerns or questions on the project, please contact Mr. Darren Davidson, Regional Director, toll-free at 310-0000, then 403-381-5533, or at [REDACTED].

I look forward to working with you and your council as we continue to serve Albertans together.

Sincerely,



Rajan Sawhney
Minister of Transportation

cc: Honourable Ric McIver, Minister of Alberta Municipal Affairs
Darren Davidson, Regional Director, Alberta Transportation



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 3.k

Subject: Jay Wickens - Request for Council to Consider Access to Street Parking for Food Trucks/Concession Trailers

Recommendation: That Council direct Administration to develop a policy concerning access to street parking for food trucks or concession trailers for Council's review.

Executive Summary:

Correspondence received for Mayor and Council is provided at the subsequent meeting of Council.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

An email request was received from Jay Wickens for Council to consider allowing food trucks/concession trailers to have access to street parking. As at this time they are only allowed to operate on private lands or at community markets and special events.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 4.a

Subject: Minutes of the Council Meeting of May 17, 2022

Recommendation: That Council adopt the Minutes of the Council Meeting of May 17, 2022 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:

[2022 05 17 Council Meeting Minutes.docx](#)



Municipality of Crowsnest Pass

Council Meeting Minutes

Tuesday, May 17, 2022

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, May 17, 2022.

Council Present:

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

Council Absent:

Vicki Kubik

Administration Present:

Patrick Thomas, Chief Administrative Officer
Brian McCulloch, Director of Finance
Johan Van der Bank, Manager of Planning & Development
Katherine Mertz, Development Officer
Bonnie Kawasaki, Recording Secretary

CALL TO ORDER

Mayor Painter called the meeting to order at 7:00 pm.

ADOPTION OF AGENDA

Amendments:

Consent Agenda

- b) Minister McIver, Municipal Affairs - Convention Discussion Summary - Move to 3.a
Councillor Inquiries and Notice of Motion – Councillor Ward

01-2022-05-17: Councillor Filipuzzi moved to adopt the agenda as amended.

Carried

CONSENT AGENDA

02-2022-05-17: Councillor Girhiny moved that Council approve the following Consent Agenda items as amended without debate:

3.a

Alberta SouthWest Regional Alliance Minutes of March 30, 2022 and May Bulletin

THAT Council accept the Alberta SouthWest Regional Alliance Minutes of March 30, 2022 and May Bulletin as information.

Carried

ADOPTION OF MINUTES

Minutes of the Special Council Meeting of May 3, 2022

03-2022-05-17: Councillor Ward moved to adopt the Minutes of the Special Council Meeting of May 3, 2022 as presented.

Carried

Minutes of the Council Meeting of May 3, 2022

04-2022-05-17: Councillor Filipuzzi moved to adopt the Minutes of the Council Meeting of May 3, 2022 as presented.

Carried

PUBLIC HEARINGS

Bylaw 1101, 2021- Land Use Bylaw Amendment- To redistrict Lots 16-20 Block 14 Plan 3319I from Residential R-1 to Multi-Family R-3

Mayor Painter declared the Public Hearing opened at 7:01 pm for Bylaw 1101, 2021- Land Use Bylaw Amendment- To redistrict Lots 16-20 Block 14 Plan 3319I from Residential R-1 to Multi-Family R-3.

Patrick Thomas, Chief Administrative Officer provided a brief overview of the bylaw and read into the record that there were no written submissions received prior to the due date.

Mayor Painter invited members of the public to speak in favor of or in opposition to Bylaw 1101, 2021- Land Use Bylaw Amendment- To redistrict Lots 16-20 Block 14 Plan 3319I from Residential R-1 to Multi-Family R-3.

Mayor Painter noted that there were no members of the public in attendance who wished to speak, and therefore declared the public hearing closed at 7:03 pm.

DELEGATIONS

Josh Welsh, Alberta Program Manager and Patty Richards, Alberta Program Advisor - Yellowstone to Yukon Conservation Initiative Update

Josh Welsh, Alberta Program Manager and Dr. Hilary Young, Alberta Program Director of the Yellowstone to Yukon Conservation Initiative were in attendance to provide an update on the Yellowstone to Yukon Conservation Initiative in Southwest Alberta.

REQUESTS FOR DECISION

Bylaw 1101, 2021- Land Use Bylaw Amendment- To redistrict Lots 16-20 Block 14 Plan 3319I from Residential R-1 to Multi-Family R-3. Second and Third Reading

05-2022-05-17: Councillor Filipuzzi moved second reading of Bylaw 1101, 2021- Land Use Bylaw Amendment- To redistrict Lots 16-20 Block 14 Plan 3319I from Residential R-1 to Multi-Family R-3.

Carried

06-2022-05-17: Councillor Ward moved third reading of Bylaw 1101, 2021- Land Use Bylaw Amendment- To redistrict Lots 16-20 Block 14 Plan 3319I from Residential R-1 to Multi-Family R-3.

Carried

Bylaw 1103, 2021 - Land Use Bylaw Amendment to Regulate Tourist Homes - Council Check In

07-2022-05-17: Councillor Sygutek moved that Council accept the report for the Council Check In on proposed Bylaw 1103, 2021 for information.

Carried

Bylaw 1117, 2022 - Municipal Reserve closure and removal of Municipal Reserve designation on a portion of Lot 15MR, Block 5, Plan 8311587 - First Reading

08-2022-05-17: Councillor Filipuzzi moved first reading of Bylaw 1117, 2022 - Municipal Reserve closure and removal of Municipal Reserve designation on a portion of Lot 15MR, Block 5, Plan 8311587.

Carried

Q1 2022 Financial Report

09-2022-05-17: Councillor Filipuzzi moved to accept the Q1 2022 Financial Report as information.

Carried

Agricultural and Environmental Appointments

10-2022-05-17: Councillor Ward moved to appoint Grace O’Leary and Charles Silverstone as Weed Inspectors, Soil Conservation Officers and Agricultural Pests Inspectors for the Municipality of Crowsnest Pass.

Carried

Miner's Path Bridge Contract Award

11-2022-05-17: Councillor Ward moved that Council approves the Miners Path Bridge award to Trotz Bros Holdings at a total amount of \$73,590, with the additional \$13,590 to funded from the Mill Rate Stabilization reserve.

Carried

Municipal Float Costing

12-2022-05-17: Councillor Filipuzzi moved that Council approves the construction of the Municipal Float at a total amount of \$74,000 to be funded from the from Mill Rate Stabilization reserve.

Carried

**Consideration of Reduced Engineering and Development Standards (March 2005) -
Subdivision File 2022-0-057 (Lot 8, Block 12, Plan 6828EO within SE1/4 29-7-3-W5M)**

13-2022-05-17: Councillor Filipuzzi moved that Council approves the road cross-section with reduced standards from the minimum standards in the Engineering and Development Standards (March 2005), specifically and only applicable, to the proposed Subdivision File 2022-0-057 (Lot 8, Block 12, Plan 6828EO within SE1/4 29-7-3-W5M) subject to the addition of a note on the cross-section identifying the minimum required depth of bury for deep infrastructure and that shallow utilities may be installed on either or both sides of the road.

Carried

**Consideration of Reduced Engineering and Development Standards (March 2005) -
Subdivision File 2016-0-070 (portion of NW-34-7-4W5M)**

14-2022-05-17: Councillor Filipuzzi moved that Council approves the recommendation as put forward by Administration for the reduced road standards from the minimum standards in the Engineering and Development Standards (March 2005), to the proposed Subdivision File 2016-0-070 (portion of NW-34-7-4W5M) subject to the developer addressing the following items to the Municipality’s satisfaction:

1. The section of the road surface / roadbed of York Creek Drive between 108 St and the proposed T-intersection (into the subject property), which the developer is required to upgrade, will need to be widened and improved,

including sight lines for the intersection, to meet the Municipal standard (8m road surface comprised of two 3.5m lanes and two 0.5m shoulders) for a rural local roadway. Measurements from Municipal GIS indicate this road to be less than 8m. In a response dated August 03, 2021, ISL commented that “York Creek Drive improvements have been expanded to the intersection”. This does not appear to be apparent from the design drawings, which show a limit of construction that does not include the York Creek Drive roadway up to the intersection with 108 Street. Associated Engineering must either confirm in a letter that the York Creek Drive improvements up to the intersection with 108 Street have been added to the road design, or re-submit the road design drawing package to include the section of York Creek Drive up to the intersection with 108 Street.

2. The Issued For Construction road design drawings that are in the possession of the Municipality are dated June 05, 2020. There is no evidence of a revision to the drawing set to include the changes that ISL Engineering reviewed and commented on in May 2021. However, in August 2021, ISL Engineering provided additional comments, some of which indicated that previous comments have been addressed. Provide a revised drawing set with revisions dated after June 05, 2020 (supposedly dated revised after May 2021) to the Municipality.
3. Provide Fortis and ATCO utility alignment designs or letters from Fortis and ATCO to confirm that utility alignments will be designed such that they are allowed in the road ROW but not close to the travel lanes or under retaining walls.
4. The 2020 Retaining Wall Design Drawings prepared by Wood Environment & Infrastructure Solutions - note that the Associated Engineering Road Design Drawings (Item A.1) identify a location for a rock excavation with 1:1 backslope by the proposed retaining wall (but on the other side of the road) where the “Proposed earth stabilization method to be prepared by geotechnical engineer” has not been addressed. AE and/or Wood need to clarify this item.
5. The 2019 Storm Water Management Plan prepared by Associated Engineering requires clarification of the use of the existing wetland located at the northeast extent of the property as part of the storm water management design, and specifically whether or not this is deemed by Alberta Environment and Parks to be a wetland modification that requires compensation to be paid under the Alberta Wetland Policy.
6. The 2020 Cost Estimate prepared by Associated Engineering requires an update to 2022 prices for the development agreement.

7. A water source for firefighting has not been identified, and therefore the Fire Chief, needs to confirm the requirements for the subdivision.

Carried

Invitation to Alberta SouthWest Annual General Meeting and Dinner to be held on June 1, 2022

15-2022-05-17: Councillor Ward moved that Councillors Filipuzzi, Glavin, Ward, Kubik, Mayor Painter and Patrick Thomas, Chief Administrative Officer attend the Alberta SouthWest AGM.

Carried

COUNCIL MEMBER REPORTS

Council reports since the May 3, 2022 meeting of Council:

- Councillor Filipuzzi
 - Attended the Alberta Tourism meeting
 - Entrepreneurial interest is high locally with respect to Tourism
 - Council discussed approaching economic development in conjunction with the upcoming strategic planning sessions
- Councillor Ward
 - Also attended the Alberta Tourism meeting
 - Noted there was a lot of positivity in the meeting

PUBLIC INPUT PERIOD

None

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

Minister McIver, Municipal Affairs - Convention Discussion Summary

Councillor Ward requested clarification regarding amending the Forest Protection Boundaries moving forward.

16-2022-05-17: Councillor Ward moved that Council accept the Minister McIver, Municipal Affairs - Convention Discussion Summary as information.

Carried

IN CAMERA

None

ADJOURNMENT

17-2022-05-17 : Councillor Filipuzzi moved to adjourn the meeting at 10:18 pm.

Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 5.a

Subject: Bylaw 1114, 2022 - Land Use Bylaw Amendment- Redistrict the land legally described as Lots 3 & 4, Block 8, Plan 3319I from Residential R-1 to Retail Commercial C-1 - Public Hearing

Recommendation: That Council hold a public hearing and consider inputs received.

Executive Summary:

Council gave First Reading of Bylaw 1114, 2022 on May 03, 2022.

The proposed bylaw involves the re-districting of Lots 3 & 4, Block 8, Plan 3319I, from Residential – R-1 to Retail Commercial C-1 for the purpose of *"Apartment Dwelling in conjunction with ground floor commercial or office use"*.

Relevant Council Direction, Policy or Bylaws:

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

Land Use Bylaw No. 868-2013

Municipal Development Plan Bylaw No. 1059, 2020

Discussion:

The proposed re-districting is part of a development permit application for main floor "Office" or Retail Store" with "Apartment Dwellings" above the commercial space and in the rear of the lot.

The parcels to the east are in the Retail Commercial district and the proposed site plan includes the development of these lots. Lots 7-10 north of the existing building (Old Courthouse) was issued a permit under DP2022-007 for an "Apartment Dwelling in conjunction with ground floor of commercial or office use".

The proposed development is along main Street in Blairmore, which the Municipal Development Plan (MDP) identifies as the Downtown corridor. Section 1.3.4 of the MDP identifies mixed-use buildings as

being, "critical to the success of downtown areas and should be promoted to provide alternative housing, increase densities and to help enliven downtown districts. Residential use shall not not be permitted below the second storey of a commercial building except where accommodated in the rear of the building."

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1114, 2021 - CNP LUB 868-2013 Lots 3 and 4, Block 8, Plan 3319I rezoning \(April 2022\) notice.docx](#)

[FORMATTED Bylaw 1114, 2021 - CNP LUB 868, 2013 Lots 3 and 4, Block 8, Plan 3319I rezoning \(April 2022\).docx](#)

[Crowsnest Pass - Plan 3319I, Bylaw 1114, 2022-LUD Redesign.pdf](#)

[Letter for Public Hearing - Bylaw 1114.pdf](#)

NOTICE OF PUBLIC HEARING

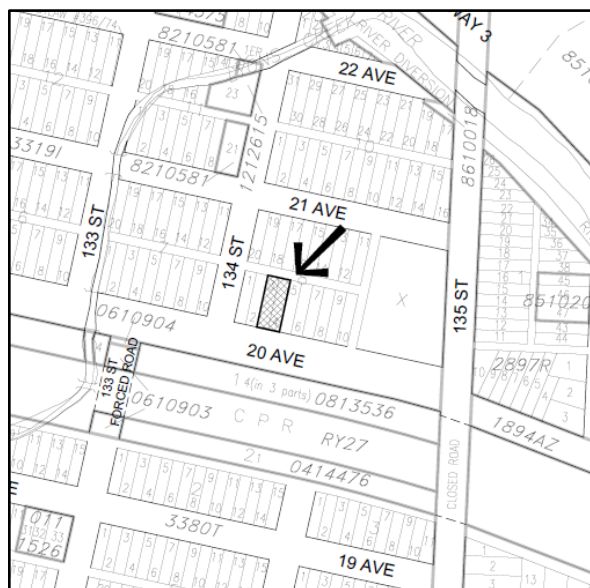
MUNICIPALITY OF CROWSNEST PASS
IN THE PROVINCE OF ALBERTA
PROPOSED BYLAW NO. 1114, 2022

7:00PM, June 7, 2022

Municipality of Crowsnest Pass Council Chambers
8502 – 19 Avenue, Coleman

PURSUANT to sections 230, 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. 1114, 2022, being a bylaw to amend Bylaw No. 868, 2013, being the municipal land use bylaw.


The purpose of Bylaw No. 1114, 2022 is to redesignate the lands legally described as Lots 3 and 4, Block 8, Plan 3319I, within NE¼ 35-7-4-W5M containing ±0.05 ha (0.13 acres), as shown on Schedule 'A', from "Residential – R-1" to "Commercial – C-1". The subject lands are located in Blairmore and are municipally described as 13419 - 20 Avenue. 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 "Commercial – C-1" land use district.



THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1114, 2022 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00PM on June 7, 2022. 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 no later than 12:00PM on May 31, 2022. Verbal presentations (limited to 5 minutes) will be accepted at the public hearing.

LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

 FROM: RESIDENTIAL R-1
TO: COMMERCIAL C-1
LOTS 3 AND 4, BLOCK 8, PLAN 3319I
WITHIN NE 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: CROWSNEST PASS (BLAIRMORE)

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 4th day of May, 2022.

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1114, 2022

LAND USE BYLAW AMENDMENT – Redesignate Lots 3 and 4, Block 8, Plan 3319I

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 868, 2013, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as Lots 3 and 4, Block 8, Plan 3319I, within NE¼ 35-7-4-W5M containing ±0.05 ha (0.13 acres), as shown on Schedule 'A', from "Residential – R-1" to "Commercial – C-1".

AND WHEREAS 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 "Commercial – C-1" 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 redesignate the lands legally described as Lots 3 and 4, Block 8, Plan 3319I, within NE¼ 35-7-4-W5M containing ±0.05 ha (0.13 acres), as shown on Schedule 'A', from "Residential – R-1" to "Commercial – C-1".
2. Bylaw No. 868, 2013, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

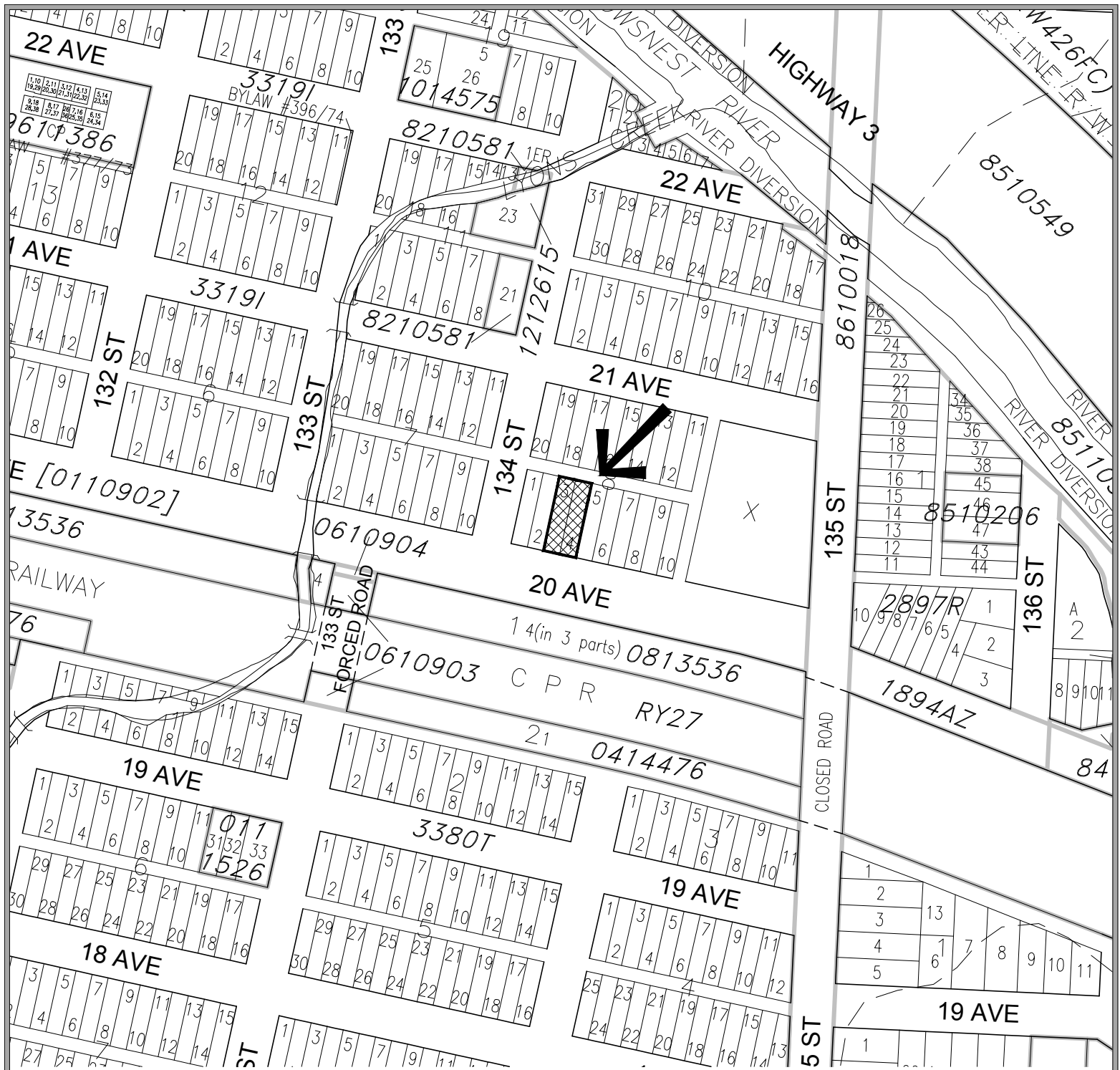
READ a **first** time in council this _____ day of _____ 2022.

READ a **second** time in council this _____ day of _____ 2022.

READ a **third and final** time in council this _____ day of _____ 2022.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



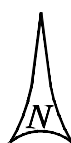
FROM: RESIDENTIAL R-1
TO: COMMERCIAL C-1

LOTS 3 AND 4, BLOCK 8, PLAN 33191
WITHIN NE 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: CROWNSNEST PASS (BLAIRMORE)
DATE: APRIL 12, 2022

Bylaw #: 1114, 2022
Date: _____



0 Metres 50 100 150 200



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"

Brian Gallant

PO Box [REDACTED]

May 5, 2022

RE: Notice of Public Hearing - Bylaw 1114, 2022

Your Worship and Council,

I am the current owner of lots 3 and 4, Block 8, Plan 3319I, which are the subject of proposed Bylaw 1114, 2022. I have undertaken to sell this property to Greenmore Corporation for the purpose of a new C1 development.

My wife and I originally bought this property, which is next to a long-term rental home that we also own, in order to protect it from a less-than-desirable development, or being left unkempt by a new owner. I want to state that I am emphatically in favour of Greenmore Corporation's proposal for this site. I have thoroughly reviewed the plans presented to the Municipality, and I am so pleased with the quality of the development that is being proposed. This building will be a good fit for the existing streetscape, and I do not feel that it will negatively affect our adjacent home in any way. Bruce, the owner of Greenmore Corporation, has shown great diligence in protecting the streetscape, as well as some existing trees and greenery, in this proposal.

I encourage council to proceed with the rezoning of this property.

Kindest regards,

A handwritten signature in black ink, appearing to read 'B. Gallant', written in a cursive style.

Brian Gallant



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 6.a

Subject: Place Based Learning Opportunity Ideas - Alana Paterson's Grade 6 Class

Recommendation: That Council accept the presentation from Alana Paterson's Grade 6 Class as information.

Executive Summary:

A delegation request was received from Alana Paterson's Grade 6 class to appear before Council to present some ideas for a place-based learning opportunity.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Alana Paterson's Grade 6 class requested an opportunity to present to Council their ideas for a place-based learning opportunity for the space behind Isabelle Sellon School, the former site of the Albert Stella Memorial Arena.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Council Presentation.pdf](#)

[Proposal - Madison.pdf](#)

[Proposal-CJ.pdf](#)

Proposal - Noah.pdf
UROC - ISS Letter of Support.pdf.pdf

Town Council Proposal



Land Acknowledgement

Oki (Hello). As students from Isabelle Sellon school, we recognize we are located on the traditional land and territory of the Niitsitapi (Piikani, Kainai and Siksika- the “Blackfoot People”) within the Treaty 7 region of Southern Alberta.

Thank you for meeting with us this evening and hearing our proposal.

Who We Are

We love Crowsnest Pass. Many of us have grown up here. Even better, some of our parents also grew up here. And in special cases, some of us are from multi-generational Crowsnest Pass families. Like the Crowsnest Pass brand states, the people of the area are unified by a common experience that defines our community.

We are the youth within this community, we represent the future of Crowsnest Pass. And we have a request...



We are requesting council donate a portion of this 2.4 acre lot as an outdoor learning space that can benefit the students but in turn, benefit the community.



We would like to explain how.

12602-17th avenue in Blairmore

Lot size: 2.4 acres

Justification:

As you can see, this area is accessible from our school, making it a perfect useable outdoor space with loads of possibilities.

We are requesting that council donate a portion of the lot (closest to the skills park and new washrooms) to the Livingstone Range School division so that we can create a connection between the community and the surrounding schools. This is important to us because our goal is to be inclusive towards the community, instead of exclusive, and as students we want to encourage the community to participate and interact with our creations and our learning. We want to bring “education back into the neighbourhood.”

Why Do We Want This Space?

There is a movement in the school system towards a “pedagogy of place”. David Sobel describes this as the “necessary interaction between school, community and environment whether it’s urban, sub-urban, or rural”. We want to connect place-based learning and community development to create a “learning laboratory” for local students of ISS and CCHS.

Our goal is to be inclusive to the community and not exclusive to our school. With the support of UROC and the school division, we think this land could be used to unite school and community to provide a space to learn, grow and be well together (ISS motto).

How Will the Space Be Utilized?

Some ideas for the land: An archery range, a greenhouse to grow fresh vegetables and other plants, a bike wash station in collaboration with UROC, a mini golf course, a basketball court in the spring and summer and a skating rink in the fall and winter, an astronomy observatory/shelter. Overall, an outdoor classroom in our backyard but also a space for the community to use.

Community Group Collaborations (so far).

UROC - working with the committee members to develop an inviting green space that can work both as a learning space as well as a usable green space for the local and biking community.

Rural Development Network - Connor Platten, Project Manager Agri Food Initiative. Working with Connor to “greenscape” the space through grants and fundraising. The area can be maintained by students together with community members: beautifying the area as well as meeting curriculum outcomes.

In Closing

Thank you for listening to our proposal. Hopefully you can now see the benefits to donating this land to Livingstone Range School Division. Again, the aim is to to create a partnership between the school division and community organizations and the council. Thank you to our supporters that are in attendance as well.

Albert Stella Lot Proposal

Hello, my name is Madison Burton and I am here representing Isabelle Sellon School. To me, the Crowsnest Pass is not just a place, but my home. I grew up here and care deeply about what happens to it.

Now we are asking you to donate the old Albert Stella lot to Isabelle Sellon School instead of selling it to a developer. We believe that having an available recreational site could give us different learning opportunities and extracurricular activities. It would be beneficial for the community in the sense that it would allow members of our community to have access to the new site.

The lot could be used for things like a basketball court in the summer and ice rink in the winter. A volunteer run observatory shelter would be a great addition as well. Perhaps the site can be used for a future greenhouse. Because ISS school is a grade 4-6, the use of a greenhouse or raised gardens could help us cover many of the curriculum outcomes.

The site would be away from the highway and train tracks but still accessible to the community members and visitors. It wouldn't add too much extra noise in the neighborhood around the area. We could alert people about it in the same places/ways as the bike park. Hours of operation would be all the time for things like a basketball court and skate park however, something like an observatory hours may vary. Things that might need to be maintained are flooding the rink, equipment of the basketball court along with the ground if possibly a fence. Other than usual ware it will be the responsibility to keep it as nice as possible.

Now, there are obviously risks involved with the recreational use of the space. Things like broken bones, concussions and general injuries are a reality, but this space wouldn't be any different from Lion's Park. When using a outdoor ice rink/basketball court it's uselly "use at own risk." the same would be for this project. Out of everyone we surveyed, the students all agreed a space for outdoor learning or a "learning laboratory" could only benefit the school division and in turn, the community. One student said " I would use it everyday, especially in the summers." Another student said "It would be a lot easier to do stuff after school with stuff right there."

We would appreciate it if you donated a portion of the old Albert Stella lot to Isabelle Sellon School so that we could make an area for both recreational and educational purposes. Thank you for listening to our proposal.

Albert Stella Lot Proposal

Hello, my name is Charlie-James Fisher, I'm a sixth grade student at Isabelle Sellon School. To me, the Crowsnest Pass is a safe place where I was raised that I am proud to call home. The community is amazing but we think we can make Crowsnest Pass better by using Albert Stella for a learning space for the community and the school for education. The address to this property is 12602-17th avenue in Blairmore.

We need this land to bring education back into the neighborhood we can use this lot for almost anything we can think of A bike wash station would be a great idea because the placement would be extremely convenient because the bike wash station would be placed right beside the bike park in Blairmore, second reason I think having a bike wash station would benefit anyone and everyone who can bike and wants to learn. Our goal is to get you to donate the land behind the school to us so that we can bring education back into the neighborhood by connecting the community to place-based education.

This idea will benefit anyone who is interested in bike riding. In the winter we could transvert the area into something used for the winter like a skating rink. The bike wash station will operate from 6:00 am to 10:00 pm. No extra lights are needed. It will be on the municipality to take care of the bike wash stand. The bike wash station will only take up a portion of the 2.4 acres of the Albert Stella lot. Now don't worry if you accidentally get spread or soaked while cleaning your bike the water will be clean and extremely sanitary.

Here are what some of the students at Isabelle Sellon School said about this idea, a grade four student said that he would use the bike wash station quite frequently if it "doesn't cost money". A grade five student stated that "a bike wash station near the bike park would be convenient for the placement." Another student from fifth grade said that a bike wash station would be "really useful to him because he loves the bike park there and thought I would be great to have a bike wash station because he would use it quite a bit." Which to me says that all the students I interviewed are in favor of the bike wash station.

Just know we want to be inclusive, not exclusive. My name is Charlie-James, the idea of connecting the community and the Livingstone Range School division together will create an amazing and fun place to learn. This bike wash station will be accessible to everyone at any time. The good thing about this specific idea is that the bike wash station will only take up a portion of the land, which means extra space for more ideas and activities. I hope you will take this idea into consideration and be willing to donate the Albert Stella lot to Isabelle Sellon School. Thank you for your time and attentive listening.

Proposal to Town Council

Hello, my name is Noah Neudorf. I have lived in Crowsnest Pass for almost all my life. I am coming to the council table to represent my school and my community. Crowsnest Pass is my home and my class would like to improve it.

You can help us make it better by giving my school some of the property behind our school. We are asking you to give us the land behind our school because it would be amazing for our school to have this property because we can walk to it. With the land, we could use to create a “learning laboratory”. If you give us this land, we could make all sorts of things including an outdoor rink. In the summer we can use the concrete base of the rink for a basketball court. Next to the basketball court, we could also have an archery range. Archery is part of our curriculum but yet I have try archery in school.

The property I speak of is 2.4 acres at 12602-17th Ave in Blairmore. We are only asking for one acre. The people that live near the site where we want to build the place for our school and community already live by the bike park and Pass Powder Keg and bike trail hub. I think it would be great if we could make the base of P.P.K. not only a mountain bike hub but a place that has something for everyone.

With the skating rink, there could be a problem with people not wearing helmets. This is why I think that there should be a rule that if your age is fourteen years old or younger you must wear a helmet. Here is what a grade4 student thinks we should use the land for he thinks we should put a basketball court. A grade 5 student from Isabelle Sellon School thinks that we should put a fire pit there where we can have an outdoor place to do school work.

My name is Noah. I am in 6A and we want to represent our school and our community. We want to make the space behind our school a place where we can learn, play and be well together. Like the town motto, as a community, we can work together to make this space a place where the students and community can embrace the natural environment which provides rich challenges and unique lifestyle rewards. Thank you for your time.

United Riders of Crowsnest
PO Box 335
Blairmore, AB, T0K 0E0



June 2, 2022

Alana Paterson
Grade 6 Teacher
Isabelle Sellon School
12602 18 Ave
Blairmore, AB, T0K 0E0

Dear Alana Paterson,

The United Riders of Crowsnest (UROC) mountain bike club is pleased to be writing a letter in support of the proposed community initiative of the students at Isabelle Sellon School. We strongly support the students' proposal to have a portion of the desired lot adjacent to the school donated for use as an outdoor learning space. The creation of green space and picnic areas, among other potential amenities, would be beneficial to many different groups of people within the community.

The mountain bike skills park is located adjacent to the proposed project, and the area is also used as a main trailhead for the Pass Powderkeg trail network. The skills park and trail network have become a very popular place for families, and riders of all ages. The recent addition of washrooms at the skills park has been appreciated by trail users and we believe that the continued development of amenities would be valuable. The proposed outdoor learning space has the potential to be enjoyed by many people who live in our community, as well as those who visit the area for recreation.

The proposed project has the opportunity to benefit students at Isabelle Sellon School, as well as the wider Crowsnest Pass community. This project is an opportunity for collaborative school community partnerships, which can engage students, parents, and community groups such as UROC.

Sincerely,

A handwritten signature in black ink, appearing to read 'Curt Derbyshire'. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Curt Derbyshire
President
United Riders of Crowsnest



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 7.a

Subject: Bylaw 1103, 2021 - Land Use Bylaw Amendment to Regulate Tourist Homes - Council Check In

Recommendation: That Council provide direction to Administration regarding specific questions that require direction to move the bylaw forward (Bylaw 1103, 2021 - Tourist Homes) for second and third reading.

Executive Summary:

Bylaw 1103, 2021 is a Land Use Bylaw amendment to introduce regulation of Tourist Homes. Administration has considered the input received from the January 25, 2022 and May 03, 2022 public hearings and from the Council Check In on May 17, 2022. Council direction is required on specific questions to move the bylaw forward.

See the attached "Questions for Council", the five community maps with a 100m setback distance, and Schedule 19 as advertised for the May 03, 2022 public hearing.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act, s. 692 Planning Bylaws
Land Use Bylaw No. 868-2013

"Councillor Filipuzzi moved that Council direct Administration to draft a bylaw with respect to Airbnb's, and Tourist Homes to address concerns brought forth to Council and to fall in line with other communities similarly affected; with the following friendly amendment from Councillor Ward: To also include Secondary Suites."

January 25, 2022 "Councillor Sygutuk moved that Administration looks into the legalities of placing a moratorium for tourism homes until Bylaw 1103, 2021 is in place; to be brought back to a Council meeting as soon as possible."

January 25, 2022 "Councillor Sygutuk moved to defer second reading of Bylaw 1103, 2021 - Land Use Bylaw Amendment to Regulate Tourist Homes to allow Administration to draft the proposed

amendments in consideration of the information from the public hearing and Council debate."

March 22, 2022 "Councillor Ward moved to direct Administration to draft the recommended amendments to the proposed bylaw 1103, 2021 - Land Use Bylaw Amendment to Regulate Tourist Homes.

April 12, 2022 - "Councillor Filipuzzi moved that Council schedule a public hearing for May 3, 2022 with Administration to confirm the appropriate venue. "

April 12, 2022 - "Councillor Girhiny moved to schedule a Special Council meeting for the public hearing for Bylaw 1103, 2021 at 1:00 pm on May 3, 2022."

May 3, 2022 1:00PM- Public Hearing held at MDM Community Centre.

May 17, 2022 7:00PM- Council Check-In

Discussion:

See the attached "Questions for Council", five community maps with 100m setback distance, and "Bylaw 1103, 2021 - Tourist Homes SCHEDULE A - as advertised for May 03, 2022".

Analysis of Alternatives:

1. Council may advise Administration to make amendments and bring Bylaw 1103, 2021 back to Council for second and third reading.
2. Council may request further information of Administration or through public consultation that may be required to determine a decision.
3. Council may defeat the bylaw.

Financial Impacts:

N/A

Attachments:

[Questions For Council.docx](#)

[Coleman 100m separation.pdf](#)

[Blairmore 100m separation.pdf](#)

[Bellevue 100m separation.pdf](#)

[Hillcrest 100m separation.pdf](#)

[Frank 100m separation.pdf](#)

[Bylaw 1103, 2021 - Tourist Homes SCHEDULE A - as advertised for May 03 2022.pdf](#)

[FORMATTED Bylaw 1103, 2021 Tourist Homes revised.docx](#)

PROPOSED BYLAW 1103,2021
QUESTIONS REQUIRING DIRECTION

June 7, 2022

1. SHORT-TERM RENTAL / BED & BREAKFAST

These uses should incur the same fees, fines and considered either permitted or discretionary.

In the current Land Use Bylaw, B&Bs are a permitted use. The proposed Bylaw lists Short-Term Rentals as a discretionary use. Considering that the two uses are similar, they will be combined as "Short-Term Rental / Bed & Breakfast", under a single definition and listed as either a permitted or discretionary use.

Question: Does Council want Bed & Breakfast and Short-Term Rentals as separate uses and as permitted or discretionary uses in the Residential R-1 to R-5 Lands Use Districts?

2. TOURIST HOME

Tourist Home means the operation of short-term commercial accommodation within a dwelling unit, including a Secondary Suite, or a room(s) in or a portion of a dwelling unit for a period not exceeding 30 days and the owner of the property is not required to occupy the dwelling unit as their primary residence. Refer to the definition of Primary Residence.

Question: Should Tourist Homes be considered in the R-1 to R-5 Land Use Districts?

Should the Crowsnest Pass limit the number of Tourist homes an individual can operate in the community?

3. BUSINESS LICENCE FEE AND TAXES

Business Licence Fees Proposed	Fees as per Bylaw 1064,2021	Existing fees as per Bylaw 1108, 2022	Proposed Fees
Short Term Rental / B&B / Home Occupation 2	\$125	\$300	\$500

Tourist Home / Business operating in a Residential R-1 to R-5 land use district that is not occupied as a residence.	\$125	\$750	<p>The Business Licence fee can be calculated by multiplying the current assessment by 0.0055 (The difference between the commercial and residential mill rate is 5.5)</p> <p>Eg. \$400,000 assessment x 0.0055 = \$2200</p> <p>OR</p> <p>\$125 for the Business Licence and the property will be taxed at the commercial rate. <u>This does incur a delay based on assessments and when taxes are collected each year.</u></p> <p>\$125 Business Licence + Commercial mill rate</p> <p>Eg. \$400,00 assessment = Residential Taxes-Municipal Portion \$3056.60 / Commercial Taxes Municipal Portion \$5241.52</p> <p>Difference = \$2184.92</p>
A Tourist Home operating within a commercial building.	\$125	\$750	<p>\$125 for each business licence in addition to the commercial tax rate for the commercial & Tourist Home portion of the building. A residential use in a commercial building is taxed the residential rate unless operating as a Tourist Home.</p>

Question: Would Council like to raise the Business Licence fee based on the current assessment or tax the property as commercial.

4. TOURIST HOME CAPACITY IN THE R-1 TO R-5 LAND USE DISTRICTS.

The 100m separation distance is a fixed standard as this represents a city block and ensures that one landowner is not surrounded by Tourist Homes on all four sides of their property. Existing Tourist Homes with active Business Licences may be grandfathered without adhering to this separation distance.

A fixed cap on the number of Business Licences issued each year for Tourist Home operations is not recommended. However the 100m separation distance does essentially cap the number of Tourist Homes that can ultimately be approved in the community as is based on a reasonable planning rationale – see the attached maps for each of the five communities. To clarify, the 100m separation distance is proposed only for Tourist Homes within the R-1 to R-5 districts and are not impacted by neighbouring

C-1 or CSV district permits, and does not apply to Short-Term Rentals / Bed & Breakfasts.

Question: Should a 100m separation distance be required in order to obtain a Tourist Home permit within the R-1 to R-5 districts?

Should existing operating Tourist Homes with an existing Business Licence be grandfathered in as to not require the 100m separation distance if there is overlap?

Should a cap be implemented as part of the **Business Licence Bylaw** in R-1 to R-5 districts for Tourist Homes on a first come first serve basis for each calendar year providing priority to existing licence holders? **OR** Does Council feel comfortable that the 100m setback distance achieves a total cap for each of the five communities?

5. OCCUPANCY FOR TOURIST HOMES IN THE R-1 TO R-5 LAND USE DISTRICTS

It is intended that occupancy will be monitored through the advertisement of the Tourist Home rather than through site visits. The most popular online booking platforms advertise occupancy either as the total number of guests or total guests over the age of two. For this reason, it is recommended that maximum occupancy be based on total guests over the age of two.

Maximum occupancy will be reviewed during the development permit process with three items for consideration before determining the maximum occupancy issued on the permit:

- 1. Identify the number of bedrooms (maximum 2 guests per bedroom) with an additional one bonus room i.e. livingroom with a pull out couch (with a maximum of 2 guests.)**
- 2. Off-street parking stalls shall require 1 stall per 4 guests.**
- 3. Maximum Occupancy for the Land Use District is a limit on the overall number of guests permitted in a given land use i.e. Residential R-1 to R-5 has a maximum Occupancy of six (6).**

Example #1

Dwelling unit has 4 bedrooms and 1 Livingroom with pull out couch –
Maximum 10 guests (2 per sleeping area)

Property has identified 2 off-street parking stalls-
Maximum 8 guests (1 stall per 4 guests)

Residential R-2 Maximum Occupancy 6 guests-
Maximum 6 guests.

In this scenario, although the parking and bedrooms would allow for a maximum occupancy of 8 and 10 guests, the Maximum Occupancy in the R-2 Land Use District is 6 and therefore they cannot advertise their Tourist Home for more than 6 guests over the age of two.

Example #2

Dwelling unit has 1 bedroom and 1 Livingroom with pull out couch –
Maximum 4 guests (2 per sleeping area)

Property has identified 2 off-street parking stalls -
Maximum 8 guests (1 stall per 4 guests)

Residential R-1 Maximum Occupancy 6 guests-
Maximum 6 guests.

In this scenario, although the Maximum Occupancy in the R-1 Land Use District is 6 and the number parking stalls allows for 8 guests, the number of bedrooms restricts the occupancy to 4 guests, therefore they cannot advertise their Tourist Home for more than 4 guests over the age of two.

Question: Administration has assigned maximum occupancy to each of the Land Use Districts in the table below. Does Council want to increase or reduce the maximum occupancy for any specific land use district?

<u>Tourist Home</u> Land Use District	Maximum Occupancy
Residential R1-R5	6
Comprehensive Ski Village / Resort	8
Grouped Country Residential - GCR Retail Commercial - C-1 Drive-In Commercial - C-2 Non-Urban Commercial Recreation - NUCR Non-Urban Area - NUA-1	Maximum Occupancy is not a set standard but rather is based on the number bedrooms and off-street parking stalls.

**** NOTE: Short-Term Rental / Bed and Breakfast will follow the requirements for number of bedrooms and off-street parking stalls to determine the maximum occupancy.**

6. ENFORCEMENT

The current enforcement for Community Standards and Fire Bylaw includes:

Community Standards Bylaw Fines	Specified Penalty	2nd and Subsequent
Make prohibited noise	\$250.00	\$500.00
Failure to clear walks and driveway (At a private residence this can only be enforced if the public walkway in front of the residence is not shoveled)	\$250.00	\$500.00
Failure to secure/reduce wildlife attractants	\$250.00	\$500.00
Fire and Rescue Services Bylaw		Under review

Land Use Bylaw contraventions and associated Fines with an addition relating to incorrect advertising of maximum occupancy. These fines apply to all land uses except the one related to advertising of a Tourist Home, Short-Term Rental / Bed & Breakfast.

Land Use Bylaw Contraventions	Fines
First contravention identified	\$100
For the first week the contravention continues after the expiry of a Stop Order	\$200
For every week the contravention continues after the first week after expiry of a Stop Order	\$500

Advertising a "Tourist Home" "Short-Term Rental / Bed & Breakfast" for greater occupancy than the approved Development Permit	\$1000
Maximum fines	\$10,000

Business License Fines proposed are doubled

Business License	Existing Fines	Proposed Fines
Operating or advertising a business without a licence – First Offence	\$250	Double licence fee if Business Licence rate is +/- \$2000 and mill rate is not adjusted to commercial use OR \$2500 for any business operating without a licence.
Operating or advertising without a licence – Subsequent Offences	\$500	Double previous fine

Other Community fines related to Tourist Homes:

Canmore- Operating illegal tourist home \$2500

Sylvan Lake- Operating without a licence \$2500

- First offence \$200,
- Second offence \$400
- Subsequent offences \$800

Fernie - \$500 per day

Whistler - \$1000 per day

7. LICENCE RENEWAL

Business licences will be **reviewed** annually prior to the issuance, instead of the current practice where Business Licenses are renewed automatically by invoicing only (no review occurs).

8. BYLAWS TAKING EFFECT

The bylaws for Bylaw 1103, 2021 and the Business Licence Bylaw will specify the following:

Existing Short-Term Rentals and Tourist Homes that operate without the benefit of a development permit on and subsequent to the date that this bylaw amendment takes effect, will have a grace period until January 2023 to bring their operation into compliance. Those Tourist Homes and Short-Term rentals that presently operate without a Business Licences will be required to obtain a Business Licence for 2022 at any increased fees that Council may set in the Fees, Rates and Charges Bylaw without the requirement to obtain a development permit in 2022 until the end of the grace period in January 2023. Tourist Homes and Short-Term Rentals that continue to operate without a licence will be subject to fines starting July 30, 2022.

Question: The bylaws will refer to the enforcement of operating Tourist Homes within a predetermined grace period. Is council satisfied with the statement above as an approach to the non-licensed Tourist Homes, Short-Term Rental / Bed & Breakfasts operating at this time.

9. SCHEDULE 19

The following is a revised version of Schedule 19 of the Land Use Bylaw based on what Administration understood as consensus items.

Definitions

Short-Term Rental means the operation of short-term commercial accommodation within a dwelling unit, including a Secondary Suite or a room(s) in or a portion of a dwelling unit for a period not exceeding 28 days, and the owner of the property is required to occupy the dwelling unit as their primary residence and be present on the premises during the operation of Short-Term rental. Refer to the definition of Primary Residence.

Tourist Home means the operation of short-term commercial accommodation within a dwelling unit, including a Secondary Suite, or a room(s) in or a portion of a dwelling unit for a period not exceeding 28 days and the owner of the property is not required to occupy the dwelling unit as their primary residence. Refer to the definition of Primary Residence.

Primary Residence means the residence where a person normally resides and has control and management of the property by ownership.

Standards

1. A Short-Term Rental and a Tourist Home may be allowed only in a land use district where Short-Term Rental and/or Tourist Home are specifically listed as uses – no other uses in any district shall be interpreted to be “similar uses”.

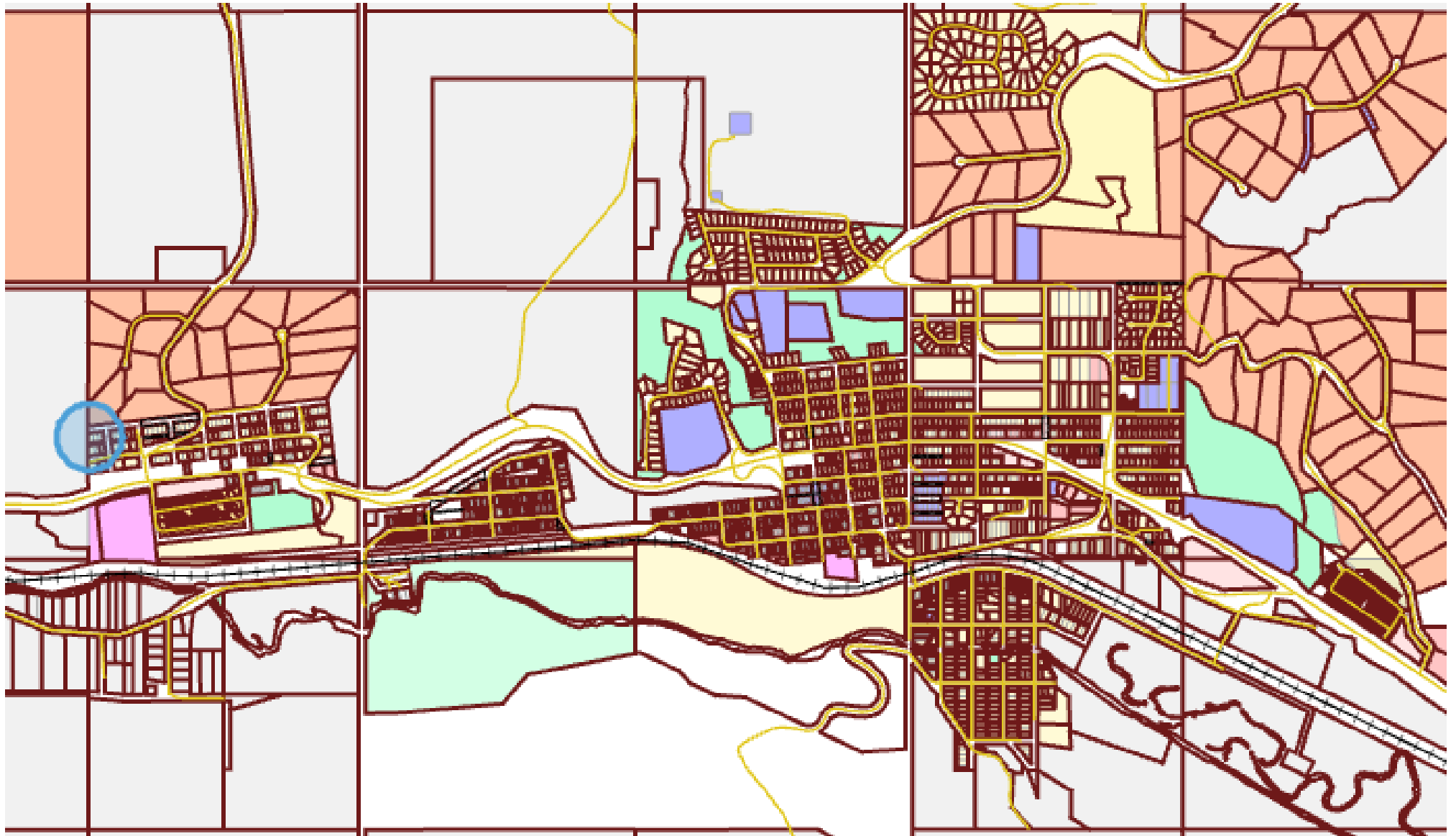
2. The Developmental Authority shall not approve a development permit for both a Short-Term Rental and a Tourist Home on the same property and shall not approve a development permit for more than one Tourist Home on a subject property.
3. A person may only operate one Tourist Home within the Municipality of Crowsnest Pass. Additional rental properties shall be used for Long-Term Rentals only.
4. An applicant for a property under a condominium association, homeowners association or property management company or the like, must submit a letter of support from their respective affiliations.
5. In the Residential R-1 to R-5 districts, the Development Authority may deny a discretionary use development permit application for a Short-Term Rental or Tourist Home, including for the reason that:
 - (a) For the reason that other Short-Term Rentals or Tourist Homes had previously been approved in the immediate neighbourhood and that the addition of another in the same area will unduly interfere with the amenities of the neighbourhood or will materially interfere with or affect the use, enjoyment or value of adjacent private property – for example, as a result of expected additional traffic volume; or
 - (b) Based on a recommended minimum separation distance standard of 100m between Tourist Homes and 100m between Short-Term Rentals.
6. A Short-Term Rental may offer for rent more than one rental unit, subject to the maximum occupancy and parking requirements stated below. A Tourist Home shall not offer for rent more than one rental unit and shall comply with the maximum occupancy and parking requirements stated below. The maximum occupancy shown in the table below is the maximum number of guests over the age of two that may be advertised for rental accommodation, subject to the ability to accommodate the off-street parking requirement as stated in Schedule 6 and a maximum of 2 guests per bedroom including one bonus room (i.e. Livingroom with pull-out couch) The Development Authority shall not approve any variance to the maximum occupancy standard, maximum guests per bedrooms standard or the off-street parking standard for a Short-Term Rental or Tourist Home.

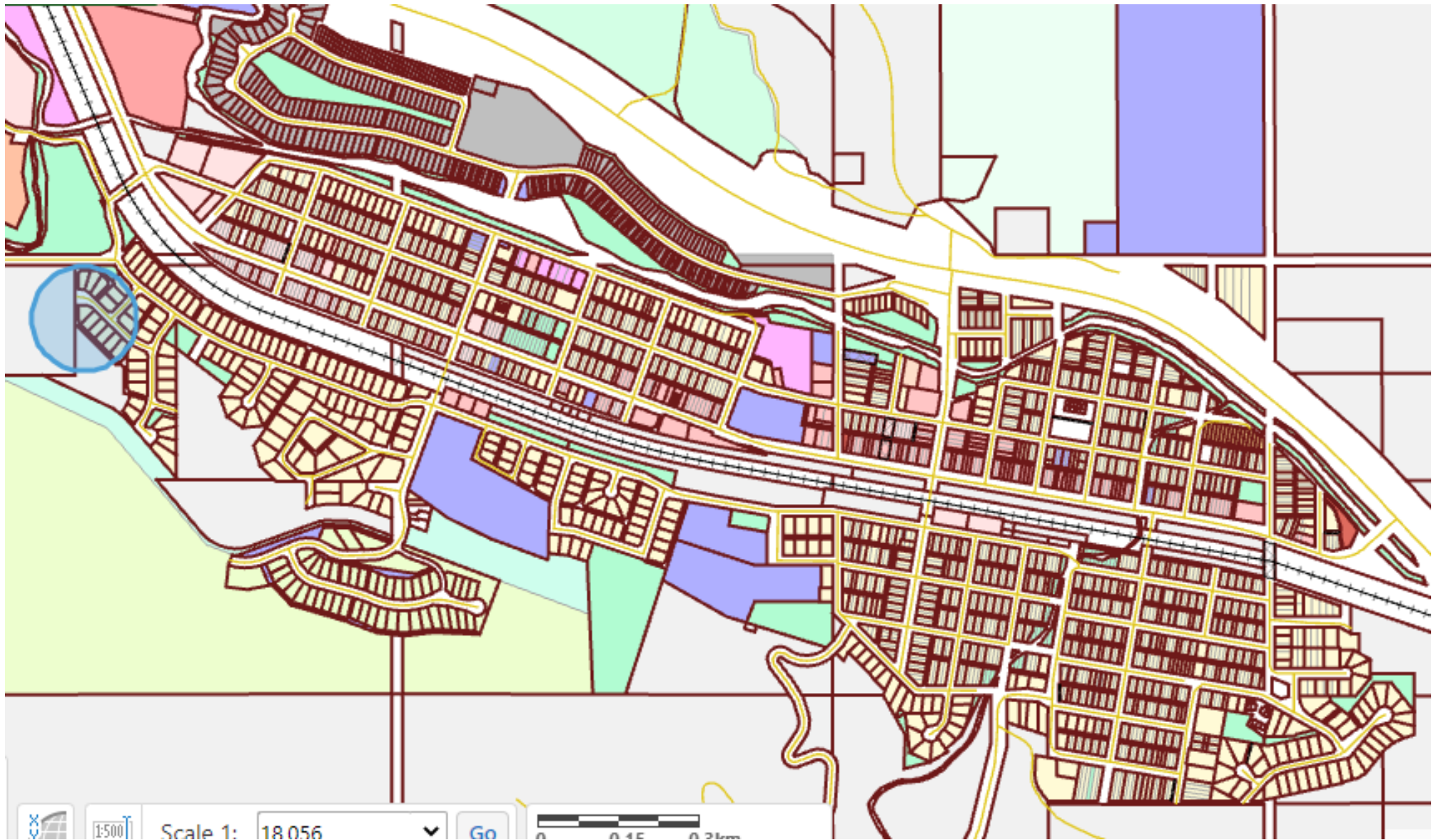
Tourist Home Land Use District	Maximum Occupancy
Residential R1-R5	6
Comprehensive Ski Village / Resort	8
Grouped Country Residential - GCR Retail Commercial - C-1 Drive-In Commercial - C-2 Non-Urban Commercial Recreation - NUCR Non-Urban Area - NUA-1	Based on the number bedrooms and off-street parking requirements

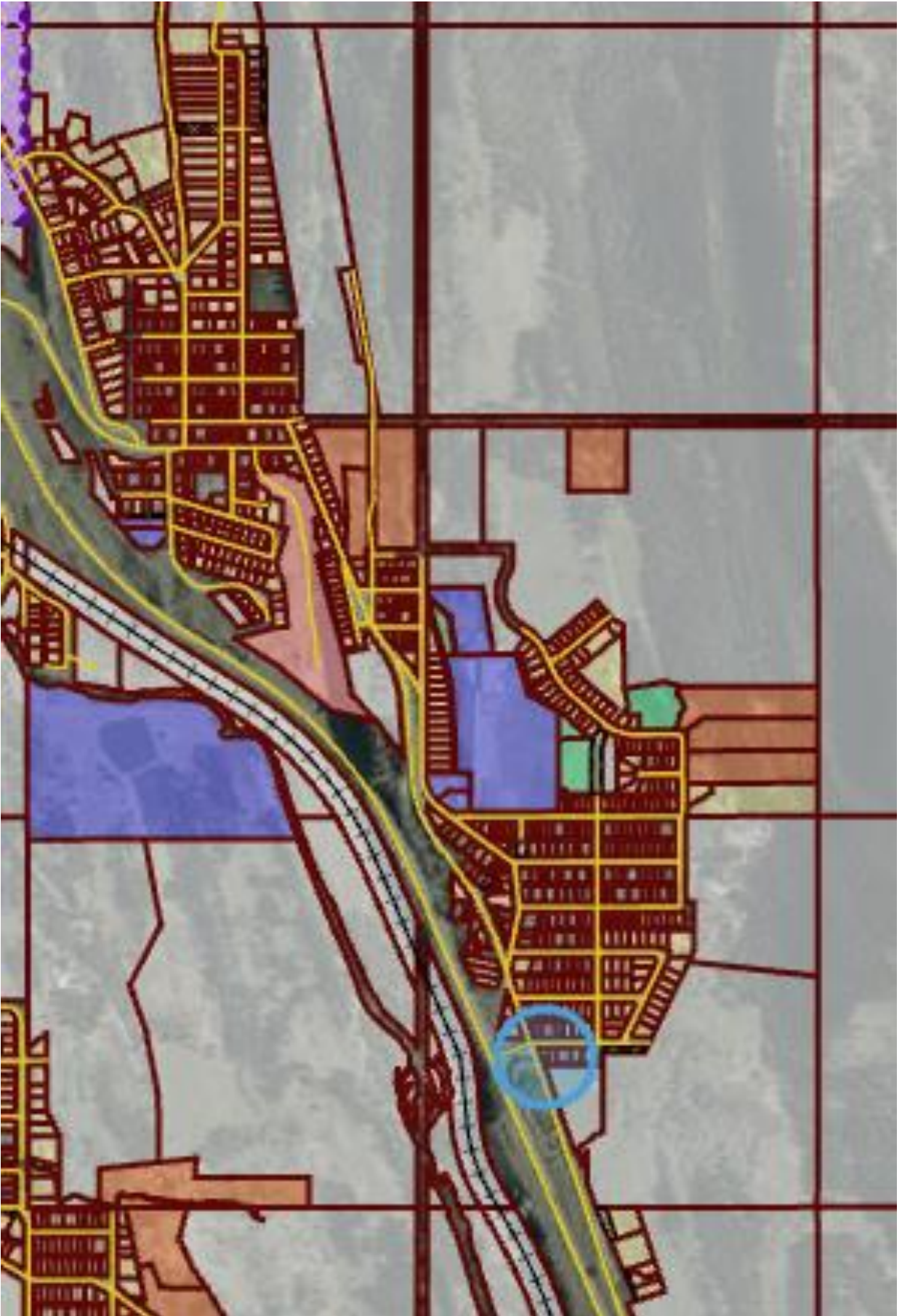
7. The number of rental units in and the maximum occupancy of the Short-Term Rental or Tourist Home shall be stated on the application form and included as a condition of approval in the development permit. The Development Authority may limit the number of rental units and/or the maximum occupancy of a Short-Term Rental or Tourist Home on a case-by-case basis.
8. A recreational vehicle shall not be used as accommodation for the landowner / operator, other residents of the property or for the Short-Term Rental or Tourist Home guests.
9. The off-street parking standards for a Short-Term Rental or Tourist Home shall be in accordance with Schedule 6, Section 8 of this Land Use Bylaw, and the Development Authority shall not approve any variance to the off-street parking standard for a Short-Term Rental or a Tourist Home. For greater clarity of the standard, the parking standard shall be in addition to the parking standard for the principal building or use, except for a Tourist Home that occupies the entire principal building. Parking for all recreation vehicles, utility trailers and ATV trailers associated with the use of a Short-Term Rental or Tourist Home that are disengaged from the towing vehicle shall be accommodated on the subject property and, unless otherwise approved by the Development Authority, shall be located in the rear yard or the side yard.
10. The Short-Term Rental development permit owner shall provide their personal contact information to the Development Officer. The Tourist Home development permit owner shall provide the name and phone number of a local person (an adult) who can respond to any complaints in person within a 30-minute contact time), and who is authorised to act as their representative, to the Development Officer. The owner of the Short-Term Rental operation or the Tourist Home shall be required as a condition of approval to keep this information up to date throughout the lifetime of the Short-Term Rental or Tourist Home operation.
11. The Short-Term Rental or Tourist Home owner shall post their development permit number and business licence number and the approved number of rental units and the maximum occupancy on all of their advertisements of the rental property as a condition of development permit approval
12. The landowner of the property on which a development permit for a Short-Term Rental or Tourist Home is issued shall be required as a condition of development permit approval to apply for a development permit to install one wall sign or freestanding sign not larger than 0.6m (2ft) by 1.2m (4ft).
13. The operation of a dwelling unit in a residential land use district as a Short-Term Rental or Tourist Home shall not alter or detract from the appearance or use of the subject property as a residential property, or from the general residential character of the immediate neighbourhood.
14. A Tourist Home development permit shall only be valid as long as it coincides with an active Business Licence. If the Business Licence lapses or is revoked for any reason, the

development permit will expire and a new application will be required to reinstate the development permit and subsequently the business licence. In the event that the property is transferred to a third party during the period that a development permit is valid, the development permit shall expire, and a new development permit application would be required to continue the Tourist Home operation.

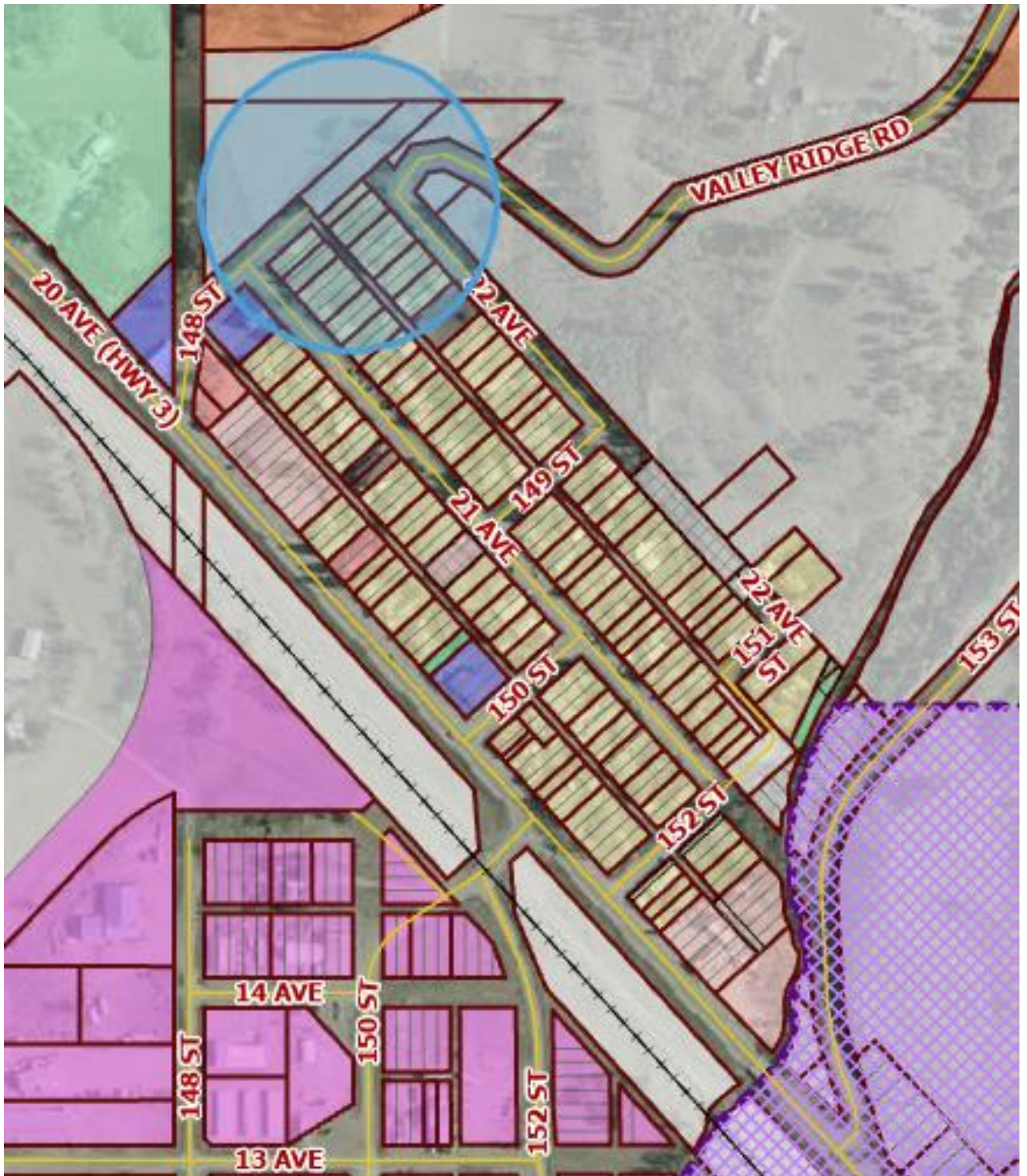
15. The Development Officer shall maintain an inventory by civic address and/or map of all Short-Term Rental and Tourist Home operations that have been issued a development permit and a business licence. This inventory shall inform the Development Authority's decision in the case of discretionary use applications.
15. The Development Officer shall notify the owners of all adjacent properties as well as those within 100 metres (328 ft.) of the subject property on both sides of the street in which the subject property is located of the Development Authority's decision to approve a discretionary use Short-Term Rental or Tourist Home.
16. The operator of a Short-Term Rental or Tourist Home shall be made aware through the issuance of a development permit of their responsibility to comply with federal and provincial legislation (e.g. Alberta Health, Safety Codes Act and Fire Code regulations) and other municipal bylaws [e.g. the Community Standards Bylaw regarding the control of wildlife attractants (e.g. by providing a bear proof garbage receptacle), restrictions on noise, loud music or other disturbances, snow removal of public walkways and the requirement to obtain a business license under the Business License Bylaw].
17. The operator of a Short-Term Rental or a Tourist Home shall make available to their guests a copy of this schedule of the Land Use Bylaw, the Community Standards Bylaw and the Fire and Rescue Services Bylaw.
18. Contraventions/violations of this or any other municipal bylaw by the operator of a Short-Term Rental or a Tourist Home or by their guests shall result in the issuing of fines and penalties pursuant to the Fees Rates and Charges Bylaw to the Landowner or guest depending on the infraction.











**MUNICIPALITY OF CROWSNEST PASS
IN THE PROVINCE OF ALBERTA**

LAND USE BYLAW NO. 868-2013

The Council of the Municipality of Crowsnest Pass in the Province of Alberta enacts as follows:

BEING A BYLAW OF THE MUNICIPALITY OF CROWSNEST PASS, IN THE PROVINCE OF ALBERTA, TO REGULATE THE USE AND DEVELOPMENT OF LAND AND BUILDINGS WITHIN THE MUNICIPAL BOUNDARIES AND TO ESTABLISH THE AUTHORITIES REQUIRED TO EXERCISE THE RELATED POWERS, FUNCTIONS AND DUTIES ON BEHALF OF THE MUNICIPALITY, PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000.

THIS BYLAW MAY BE CITED AS THE MUNICIPALITY OF CROWSNEST PASS LAND USE BYLAW.

DEFINITIONS

1. For Definitions, see Schedule ~~4920~~.

SCHEDULES AND MAPS

2. The Schedules attached hereto form part of this bylaw.

DEVELOPMENT AUTHORITY

3. The office of "Development Authority" is established pursuant to the relevant provisions of the *Municipal Government Act*. It shall consist of the Development Officer, the Municipal Planning Commission and, in a Direct Control District, the Council and, upon an appeal, the Subdivision and Development Appeal Board.
4. The incumbent in the position of Development Officer and their supervisor(s) are hereby appointed as the Development Officer to fulfil that part of the Development Authority role assigned to the Development Officer in this bylaw.
5. The Council shall, in accordance with the Municipal Planning Commission Bylaw, appoint the members of the Municipal Planning Commission.
6. The Development Officer, the Municipal Planning Commission, the Subdivision and Development Appeal Board and the Council, as may be applicable, shall be the Development Authority for all purposes of the Act and shall exercise those powers, duties and functions assigned to them in this Bylaw.

10. The one or more uses of land, buildings or structures that are:
 - (a) permitted uses in each district, with or without conditions; or
 - (b) discretionary uses in each district, with or without conditions;are described in Schedule 2.
11. A land use that is not listed as permitted, discretionary or similar to a listed use in a district, or that is specifically listed as a prohibited use, is prohibited in that district.

CONTROL OF DEVELOPMENT

* Note Regarding Restrictive Covenants

The Development Authority does not enforce Restrictive Covenants that attempt to regulate land use and to which it is not a party. As a result, a development permit for any specific land use or building may be issued even if a Restrictive Covenant prohibited the operation of that land use or building. The enforcement of such a Restrictive Covenant would be a matter between landowners and the standing of the Restrictive Covenant would be determined through the legal system. It is the responsibility of the landowner / applicant to determine if the property is subject to a Restrictive Covenant that prohibits the land use or building for which they are making a development permit application.

Development Requires A Development Permit

12. Except for those exemptions as provided in Schedule 3, no person shall commence a development, including a change of use, unless they have been issued a development permit in respect of the development.
13. A person who develops land or a building in the municipality shall comply with the regulations and standards of development specified in this bylaw, in addition to complying with the use or uses prescribed in the applicable land use district and any conditions attached to a development permit if one is required.
14. An application for a development permit must be made by *either* the owner(s) of the land on which the development is proposed or, with the written consent of the owner(s), by any other person.

Development Not Requiring A Development Permit

15. Development that does not require a development permit is specified in Schedule 3.

DEVELOPMENT PERMIT APPLICATIONS

16. An application for a development permit must be made to the Development Officer by submitting, at no cost to the municipality the following information at the discretion and to the satisfaction of the Development Officer:
 - (a) a completed application on the appropriate form;
 - (b) proof of ownership or right to the land in question.
 - (c) where the applicant/landowner is a corporation/registered company, a current corporate search;
 - (d) a copy of a certificate of title issued within 90 days prior to the date of the application if deemed necessary;
 - (e) the prescribed fee including a penalty fee if applicable;

RESIDENTIAL – R-1

PURPOSE: To provide for a high-quality residential environment with the development of primarily single-family dwellings on standard sized lots or duplex and semi-detached dwellings or manufactured homes or modular dwelling units and other compatible uses.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels only
~~Bed and breakfast~~
Day home
Garages or carports accessory to single family
dwellings up to 67.7 m² (728 sq. ft.) in area
Garden sheds and other accessory buildings with
no permanent foundation and not over 13.9 m²
(150 sq. ft.) in area
Home occupations - Class 1
Shipping container, temporary
Sign - type 15 (Home Occupation)
Single-family dwellings
~~Tourist Home – Class 1~~

PROHIBITED USES

Mobile homes
Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area*
Accessory building or use prior to the establishment of
the principal use
Alternative/renewable energy, individual – except roof
mounted solar panels
Day care facility
Duplex
Garages or carports accessory to single family
dwellings over 67.7 m² (728 sq. ft.) in area
Home occupations - Class 2
Manufactured or modular homes
Moved-in dwellings
Portable garages
Portable storage structures
Private institutional uses
Public institutional uses
Public park, playground or recreational uses
Ready-to-move (RTM) homes
Secondary suite
Semi-detached Dwelling
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision Marketing)
~~Short-Term Rental Tourist Home – Class 2~~
~~Tourist Home~~
Utilities and services

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
Single-family dwelling	13.7	45	30.5	100	418.1	4,500
Duplex and semi-detached dwelling (per building)	15.25	50	30.5	100	465.0	5,000
All other uses	As required by the Municipal Planning Commission					
Corner lots	See Schedule 4					

3. MINIMUM PRINCIPAL BUILDING SETBACKS – with developable lane

Use	Front Yard		Side Yard**		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses (for duplex and semi-detached dwelling – see **Note)	6.1 to property line or 6.5 to back of existing or future walkway	20 to property line or 21.33 to back of existing or future walkway	1.5	5	7.6	25

* Note: A building or structure attached to a principal building by a roof or any other open or enclosed structure shall be considered part of the principal building.

** Note: The side yard requirement for a duplex and semi-detached dwelling applies only to one side property line when each unit is on a separate title.

4. MINIMUM PRINCIPAL BUILDING SETBACKS – no lane or undevelopable lane**

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	6.1	20	1.5	5	7.6	25
			on one side and			
			3.0	10**		
			on the other			

5. DETACHED ACCESSORY BUILDING SETBACKS

- Front Yard – not to be located in front yard
- Side Yard – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
- Rear Yard – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
- Setback from principal building – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

6. MAXIMUM LOT COVERAGE

- Principal building, except duplex and semi-detached dwelling – 35%
- Duplex and Semi-detached Dwelling - 45%
- Accessory buildings, except on a duplex or semi-detached dwelling lot – 15%
- Accessory building on a duplex or semi-detached dwelling lot - 5%

7. MAXIMUM BUILDING HEIGHT

- Principal building, standard two-storey – 10.0 m (32.8 ft.)
- Principal building, two-storey walk-out basement – 15.0 m (49.25 ft)
- Accessory buildings – 4.5 m (14.8 ft.)

8. MINIMUM FLOOR AREA

As required by the Development Authority.

9. STANDARDS OF DEVELOPMENT – See Schedule 4.

10. LOT SETBACK WAIVERS – See Schedule 4.

11. OFF-STREET PARKING AND LOADING – See Schedule 6.

12. MOVED-IN BUILDINGS – See Schedule 7.

13. CRITERIA FOR HOME OCCUPATIONS – See Schedule 8.

14. MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS – See Schedule 9.

15. STANDARDS FOR SECONDARY SUITES – See Schedule 16.

16. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

1746. DEFINITIONS – See Schedule 1920.

** Only applicable where access to the rear yard for a detached accessory building is required.

RESIDENTIAL – R-1A

PURPOSE: To provide for a high-quality residential environment with the development of single-family dwellings on standard sized lots and other compatible uses.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
~~Bed and breakfast~~
 Day home
 Garages or carports accessory to single family dwellings up to 67.7 m² (728 sq. ft.) in area
 Garden sheds and other accessory buildings with no permanent foundation and not over 13.9 m² (150 sq. ft.) in area
 Home occupations - Class 1
 Shipping container, temporary
 Sign - type 15 (Home Occupation)
 Single-family dwellings
~~Tourist Home – Class 1~~

PROHIBITED USES

Manufactured homes
 Modular homes under 9.1 m (30 ft.) wide
 Mobile homes
 Moved-in buildings
 Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area*
 Accessory building or use prior to the establishment of the principal use
 Alternative/renewable energy, individual – except roof mounted solar panels
 Day care facility
 Garages and carports accessory to single family dwellings over 67.7 m² (728 sq. ft.) in area
 Home occupations - Class 2
 Modular homes over 9.1 m (30 ft.) wide*
 Portable garages
 Portable storage structures
 Private institutional uses
 Public institutional uses
 Public park, playground or recreational uses
 Ready-to-move (RTM) homes
 Secondary suite
 Sign - types 22 (Subdivision Entrance) and 23 (Subdivision Marketing)
~~Short-Term Rental Tourist Home – Class 2~~
~~Tourist Home~~
 Utilities and services

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
Single-family dwelling	13.7	45	30.5	100	418.1	4,500
All other uses	As required by the Municipal Planning Commission					
Corner lots	See Schedule 4					

3. MINIMUM PRINCIPAL BUILDING SETBACKS – with developable lane

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	6.1	20	1.5	5	7.6	25

* Note: A building or structure attached to a principal building by a roof or any other open or enclosed structure shall be considered part of the principal building.

4. MINIMUM PRINCIPAL BUILDING SETBACKS – no lane or undevelopable lane

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	6.1	20	1.5 on one side and 3.0 on the other	5 10**	7.6	25

5. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Rear Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

6. MAXIMUM LOT COVERAGE

Principal building	– 35%
Accessory buildings	– 15%

7. MAXIMUM BUILDING HEIGHT

Principal building	– 10.0 m (32.8 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)

8. MINIMUM FLOOR AREA

As required by the Development Authority.

9. STANDARDS OF DEVELOPMENT – See Schedule 4.

10. LOT SETBACK WAIVERS – See Schedule 4.

11. OFF-STREET PARKING AND LOADING – See Schedule 6.

12. MOVED-IN BUILDINGS – See Schedule 7.

13. CRITERIA FOR HOME OCCUPATIONS – See Schedule 8.

14. MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS – See Schedule 9.

15. STANDARDS FOR SECONDARY SUITES – See Schedule 16.

16. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

17~~16~~. DEFINITIONS – See Schedule 19~~20~~.

** Only applicable where access to the rear yard for a detached accessory building is required.

DUPLEX OR SEMI-DETACHED RESIDENTIAL – R-2

PURPOSE: To accommodate predominantly two-unit dwellings while providing opportunity for additional land uses to develop in this district.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels only
Bed and breakfast
Day home
Duplexes
Garages and carports accessory to single family
dwellings up to 67.7 m²
(728 sq. ft.) in area
Garden sheds and other accessory buildings with
no permanent foundation and not over 13.9 m²
(150 sq. ft.) in area
Home occupations - Class 1
Semi-detached dwellings
Shipping container, temporary
Sign - type 15 (Home Occupation)
Tourist Home – Class 1

PROHIBITED USES

Shipping container, permanent
Mobile homes

DISCRETIONARY USES

Accessory buildings over 13.9 m²
(150 sq. ft.) in area *
Accessory building or use prior to the establishment of
the principal use
Alternative/renewable energy, individual – except roof
mounted solar panels
Day care facility
Garages and carports accessory to single family
dwellings over 67.7 m² (728 sq. ft.) in area
Home occupations - Class 2
Manufactured homes
Modular homes
Moved-in buildings
Portable garages
Portable storage structures
Ready-to-move (RTM) homes
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision Marketing)
Single-family dwellings
Short-Term Rental Tourist Home – Class 2
Tourist Home
Utilities and services

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
Duplex or semi-detached dwelling (per building)	18.3	60	30.5	100	650.3	7,000
Single-family dwelling	15.2	50	30.5	100	464.5	5,000
All other uses	As required by the Municipal Planning Commission					

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard**		Rear Yard	
	m	ft.	m	ft.	m	ft.
Duplex or semi-detached dwelling	6.1	20	1.5	5	As required by the Development Authority	
Single-family dwelling	6.1	20	1.5	5		

* Note: A building or structure attached to a principal building by a roof or any other open or enclosed structure shall be considered part of the principal building.

** Note: The side yard requirement does not apply for the construction of a duplex, semi-detached dwelling or row dwelling where each unit is on a separate title.

Use	Front Yard		Side Yard**		Rear Yard	
	m	ft.	m	ft.	m	ft.
Corner lots	As required by the Development Authority				As required by the	
All other uses	6.1	20	1.5	5	Development Authority	

4. DETACHED ACCESSORY BUILDING SETBACKS

- Front Yard – not to be located in front yard
- Side Yard – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
- Rear Yard – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
- Setback from principal building – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM LOT COVERAGE

- Principal building – 40%
- Accessory buildings – 111.5 m² (1,200 sq. ft.) or 15%, whichever is the lesser

6. MAXIMUM BUILDING HEIGHT

- Principal building – 10.0 m (32.8 ft.)
- Accessory buildings – 4.5 m (14.8 ft.)

7. MINIMUM FLOOR AREA

- Duplex – 74.3 m² on the main floor (800 sq. ft.)
- Semi-detached dwelling (per building) – 148.6 m² on the main floor (1,600 sq. ft.)
- Single-family dwelling – 74.3 m² on the main floor (800 sq. ft.)

8. SIDE YARD PROJECTIONS – See Schedule 4.

9. CORNER LOTS – See Schedule 4.

10. LOT SETBACK WAIVERS – See Schedule 4.

11. OFF-STREET PARKING AND LOADING – See Schedule 6.

12. MOVED-IN BUILDINGS – See Schedule 7.

13. HOME OCCUPATIONS – See Schedule 8.

14. MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS – See Schedule 9.

15. STANDARDS FOR SECONDARY SUITES – See Schedule 16.

16. ~~STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME~~ – See Schedule 19.

~~1746.~~ DEFINITIONS – See Schedule ~~1920.~~

** Note: The side yard requirement does not apply for the construction of a duplex, semi-detached dwelling or row dwelling where each unit is on a separate title.

MULTI-FAMILY RESIDENTIAL – R-2A

PURPOSE: To accommodate predominantly two-unit to eight-unit dwellings while providing opportunity for additional land uses to develop in this district.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
~~Bed and breakfast~~
 Day home
 Duplexes
 Fourplexes
 Garages and carports accessory to multi-family dwellings up to 67.7 m² (728 sq. ft.) in area
 Garden sheds and other accessory buildings with no permanent foundation and not over 13.9 m² (150 sq. ft.) in area
 Home occupations - Class 1
 Semi-detached dwellings
 Shipping container, temporary
 Sign - type 15 (Home Occupation)
~~Tourist Home – Class 1~~
 Triplexes

PROHIBITED USES

Manufactured homes
 Mobile homes
 Moved-in buildings
 Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area*
 Accessory building or use prior to the establishment of the principal use
 Alternative/renewable energy, individual – except roof mounted solar panels
 Day care facility
 Eightplexes
 Garages and carports accessory to multi-family dwellings over 67.7 m² (728 sq. ft.) in area
 Home occupations - Class 2
 Modular Home / Modular Construction
 Portable garages
 Portable storage structures
 Public park, playground or recreational uses
~~Rowhousing~~
 Senior citizen housing
 Sign - types 22 (Subdivision Entrance) and 23 (Subdivision Marketing)
 Sixplexes
~~Short-Term Rental~~
~~Tourist Home – Class 2~~
~~Tourist Home~~
 Utilities and services

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
(a) Interior Lots						
Duplex, triplex or semi-detached	18.3	60	30.5	100	557.4	6000
Fourplex	21.3	70	30.5	100	650.3	7000
Rowhouse						
– interior unit	6.1	20	30.5	100	185.8	2000
– end unit	9.1	30	30.5	100	278.7	3000
All other uses	As required by the Municipal Planning Commission					

* Note: A building or structure attached to a principal building by a roof or any other open or enclosed structure shall be considered part of the principal building.

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
(b) Corner Lots						
Duplex, triplex or semi-detached	18.3	60	30.5	100	557.4	6000
Fourplex	21.3	70	30.5	100	650.3	7000
Rowhouse	9.1	30	30.5	100	278.7	3000
All other uses	As required by the Municipal Planning Commission					

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Duplex or triplex	6.1	20	1.5	5	7.6	25
Semi-detached	6.1	20	1.5	5	7.6	25
Rowhouse						
– interior unit	6.1	20			7.6	25
– end unit	6.1	20	3.0	10	7.6	25
All other uses	As required by the Municipal Planning Commission					

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Rear Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM LOT COVERAGE

Principal building	– 50%
Accessory buildings	– 15%

6. MAXIMUM BUILDING HEIGHT

Duplex, semi-detached, triplex, fourplex, sixplex and eightplex	– 10.0 m (32.8 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)

7. MINIMUM FLOOR AREA

Row dwelling, duplex, semi-detached, triplex, fourplex, sixplex, eightplex	– 74.3 m ² (800 sq. ft.)
All other uses	– As required by the Development Authority

8. STANDARDS OF DEVELOPMENT – See Schedule 4.

9. MULTI-FAMILY DWELLING REQUIREMENTS – See Schedule 5.

10. OFF-STREET PARKING AND LOADING – See Schedule 6.

11. HOME OCCUPATIONS – See Schedule 8.

12. STANDARDS FOR SHORT-TERM RENTALBED & BREAKFAST AND TOURIST HOME – See Schedule 19.

13.12. DEFINITIONS – See Schedule 19.20.

MULTI-FAMILY RESIDENTIAL – R-3

PURPOSE: To provide high-quality, multi-family dwelling environments, integrated into either existing or proposed residential neighbourhoods at a density of not more than 50 units per hectare or 20 units per acre.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels only
Apartment buildings not exceeding three habitable
floors or 10.0 m (32.8 ft.)
in height
Bed and breakfast
Garden sheds and other accessory buildings with
no permanent foundation and not
over 13.9 m² (150 sq. ft.) in area
Home occupations - Class 1
Shipping container, temporary
Sign - type 15 (Home Occupation)

PROHIBITED USES

Shipping container, permanent
Mobile homes

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area*
Accessory building or use prior to the establishment of
the principal use
Alternative/renewable energy, individual – except roof
mounted solar panels
Apartment buildings exceeding three habitable floors
or 10 m (32.8 ft.) in height
Bed and Breakfast
Day care facility
Day home
Duplex
Extended care facilities
Fourplex
Home occupations - Class 2
Portable garages and Portable storage structures
Rowhousing
Senior citizen housing
Semi-detached Dwelling
Sign - types 22 (Subdivision Entrance) and 23
Subdivision Marketing)
Short-Term Rental Tourist Home – Class 1 or Class 2
Tourist Home
Townhouses
Triplex
Utilities and services

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
(a) Interior Lots						
Apartments	21.3	70	30.5	100	650.3	7,000
Rowhouse						
– interior unit	6.1	20	30.5	100	185.8	2,000
– end unit	9.1	30	30.5	100	278.7	3,000
All other uses	As required by the Municipal Planning Commission					
(b) Corner Lots						
Apartments	24.4	80	30.5	100	743.2	8,000
Rowhouse	9.1	30	30.5	100	278.7	3,000

* Note: A building or structure attached to a principal building by a roof or any other open or enclosed structure shall be considered part of the principal building.

All other uses

As required by the Municipal Planning Commission

(c) **Developable Lot Size**

The Development Authority may, at its discretion, omit from the calculation of minimum lot area or dimensions any part of a lot which, because of rock, steep slopes or other physical features cannot be reasonably developed for the proposed use, including access, parking and buildings.

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Duplex or triplex	6.1	20	1.5	5	7.6	25
Semi-detached dwelling	6.1	20	1.5	5	7.6	25
Rowhouse						
– interior unit	6.1	20	—	—	7.6	25
– end unit	6.1	20	3.0	10	7.6	25
Apartment						
– not over 6 units per building	6.1	20	As required by the Development Authority		7.6	25
– over 6 units per building	6.1	20	As required by the Development Authority		7.6	25
All other uses	As required by the Municipal Planning Commission					
Corner lots	See Schedule 4					

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Rear Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM LOT COVERAGE

Principal building	– 50%
Accessory buildings	– 15%

6. MAXIMUM BUILDING HEIGHT

Apartments, duplexes, triplexes, fourplexes	– 10.0 m (32.8 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)

7. MINIMUM FLOOR AREA (per dwelling unit)

Rowhouse	– 74.3 m ² (800 sq. ft.)
Apartment	– 46.5 m ² (500 sq. ft.)
Duplex and semi-detached	– 74.3 m ² (800 sq. ft.)
Triplex	– 74.3 m ² (800 sq. ft.)
Fourplex	– 74.3 m ² (800 sq. ft.)
All other uses	– As required by the Municipal Planning Commission

8. STANDARDS OF DEVELOPMENT – See Schedule 4.

9. MULTI-FAMILY DWELLING REQUIREMENTS – See Schedule 5.

10. OFF-STREET PARKING AND LOADING – See Schedule 6.

11. HOME OCCUPATIONS – See Schedule 8.

12. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

1342. DEFINITIONS – See Schedule 1920.

MANUFACTURED / MODULAR HOME COMMUNITIES – R-4

PURPOSE: To provide areas suitable for the location of manufactured/modular homes and/or manufactured/modular home parks where a comprehensive plan has been agreed to by the Municipal Planning Commission. These areas would be designated and provide for high-quality development which complements adjacent uses.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
~~Bed and breakfast~~
 Day home
 Double-wide manufactured/modular homes
 Garages or carports accessory to a residence up to 67.7 m² (728 sq. ft.) in area
 Garden sheds and other accessory buildings with no permanent foundation and not over 13.9 m² (150 sq. ft.) in area
 Home occupations - Class 1
 Playing fields and open space
 Shipping container, temporary
 Sign - type 15 (Home Occupation)
 Single-wide manufactured/modular homes
~~Tourist Home – Class 1~~

PROHIBITED USES

Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area*
 Accessory building or use prior to the establishment of the principal use
 Alternative/renewable energy, individual – except roof mounted solar panels
 Garages and carports accessory to a residence over 67.7 m² (728 sq. ft.) in area
 Home occupations - Class 2
 Neighbourhood confectioneries
 Portable garages
 Portable storage structures
 Public parks or playgrounds
 Public utilities and services
 Ready-to-move (RTM) homes
 Sign - types 22 (Subdivision Entrance) and 23 (Subdivision Marketing)
 Single-family dwellings
~~Short-Term Rental~~
~~Tourist Home – Class 2~~
~~Tourist Home~~

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
Single-family dwelling	13.7	45	30.5	100	418.1	4,500
Manufactured/modular home						
– single-wide	7.62	25	30.5	100	418.1	2,500
– double-wide	13.7	45	30.5	100	418.1	4,500

Corner lots

See Schedule 4

Irregular lots

A development may be approved on a “pie-shaped” or irregular lot, parts of which are below the specified minimum lot width, provided that the front yard setback meets the minimum width, and provided the lot area and average dimensions otherwise equal or exceed the prescribed minimums.

All other uses

As required by the Municipal Planning Commission

* Note: A building or structure attached to a principal building by a roof or any other open or enclosed structure shall be considered part of the principal building.

3. MINIMUM PRINCIPAL BUILDING SETBACKS BETWEEN UNITS (Non-subdivided Community)

Each building (including accessory buildings) shall be located:

- (a) entirely within the boundaries of the community plot;
- (b) at least 4.6 m (15 ft.) from a principal building on an adjacent plot;
- (c) at least 1.8 m (6 ft.) from an accessory building on an adjacent plot;
- (d) at least 5.0 m (16.4 ft.) from a front plot line;
- (e) at least 3.0 m (9.8 ft.) from the property line of the manufactured/modular home community.

4. MINIMUM PRINCIPAL BUILDING SETBACKS TO PROPERTY LINES (Subdivided Lots)

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	6.1	20	1.5	5	3.0	10
			on one side and 3.0 10** on the other side			

***NOTE:** Where a manufactured/modular home cannot meet the minimum building setbacks because of its length, the Development Authority may issue a waiver of the rear yard setback to accommodate the development.

5. DETACHED ACCESSORY BUILDING SETBACKS TO PROPERTY LINES (Subdivided Lots)

- Front Yard – not to be located in front yard
- Side Yard – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
- Rear Yard – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
- Setback from principal building – 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

6. MAXIMUM LOT COVERAGE

- Principal building – 40%
- Accessory buildings – 15%

7. MAXIMUM BUILDING HEIGHT

- Principal building – 6.1 m (20 ft.)
- Accessory buildings – 4.5 m (14.8 ft.)

8. STANDARDS OF DEVELOPMENT – See Schedule 4.

9. OFF-STREET PARKING AND LOADING – See Schedule 6.

** Note: Only applicable where access to the rear yard is required for a detached accessory building.

10. HOME OCCUPATIONS – See Schedule 8.

11. MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS – See Schedule 9.

12. MANUFACTURED / MODULAR HOME PARK DEVELOPMENT STANDARDS – See Schedule 10.

13. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

1413. DEFINITIONS – See Schedule 4920.

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NARROW LOT RESIDENTIAL – R-5

PURPOSE: To accommodate residential infill or replacement on existing lots which are narrower than the conventional frontages established in the Residential – R-1 land use district.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Bed and breakfast
 Day home
 Garages or carports accessory to single family dwellings up to 53.5 m² (576 sq. ft.) in area
 Garden sheds and other accessory buildings with no permanent foundation and not over 13.9 m² (150 sq. ft.) in area
 Home occupations - Class 1
 Shipping container, temporary
 Sign - type 15 (Home Occupation)
 Single-family dwellings
Tourist Home – Class 1

PROHIBITED USES

Mobile homes
 Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area*
 Accessory building or use prior to the establishment of the principal use
 Alternative/renewable energy, individual – except roof mounted solar panels
 Garages or carports accessory to single family dwellings over 53.5 m² (576 sq. ft.) in area
 Home occupations - Class 2
 Manufactured or modular homes
 Moved-in dwellings
 Portable garages
 Portable storage structures
 Private institutional uses
 Public institutional uses
 Public park, playground or recreational uses
 Secondary suite
 Sign - types 22 (Subdivision Entrance) and 23 (Subdivision Marketing)
Short-Term Rental Tourist Home – Class 2
Tourist Home
 Utilities and services

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
Single-family dwelling	7.6	25	30.5	100	232.3	2,500
All other uses	As required by the Municipal Planning Commission					
Corner lots	See Schedule 4					

3. MINIMUM PRINCIPAL BUILDING SETBACKS – with developable lane

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Single-family dwelling	6.1	20	1.2	4	7.6	25
All other principal uses	As required by the Municipal Planning Commission					

* Note: A building or structure attached to a principal building by a roof or any other open or enclosed structure shall be considered part of the principal building.



4. MINIMUM PRINCIPAL BUILDING SETBACKS – no lane or undevelopable lane

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	As required by the Development Authority					

5. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Rear Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

6. MAXIMUM LOT COVERAGE

Principal building	– 40%
Accessory buildings	– 15%

7. MAXIMUM BUILDING HEIGHT

Principal building	– 10.0 m (32.8 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)

8. MINIMUM FLOOR AREA

As required by the Development Authority.

9. STANDARDS OF DEVELOPMENT – See Schedule 4.

10. OFF-STREET PARKING AND LOADING – See Schedule 6.

11. MOVED-IN BUILDINGS – See Schedule 7.

12. CRITERIA FOR HOME OCCUPATIONS – See Schedule 8.

13. MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS – See Schedule 9.

14. STANDARDS FOR SECONDARY SUITES – See Schedule 16.

15. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

1645. DEFINITIONS – See Schedule 1920.

GROUPED COUNTRY RESIDENTIAL – GCR-1

PURPOSE: To provide for a high-quality of clustered residential development in designated areas where no conflicts with adjacent urban or non-urban uses can be anticipated.

1. PERMITTED USES

Accessory buildings not over 18.6 m² (200 sq. ft.) in area
 Alternative/renewable energy, individual – restricted to roof mounted solar panels only
~~Bed and breakfast~~
 Day home
 Garages and carports accessory to a single family dwelling up to 95.2 m² (1024 sq. ft.) in area
 Home occupations - Class 1
 Shipping container, temporary
 Sign - type 15 (Home Occupation)
 Single-family dwellings
~~Short-Term Rental~~
~~Tourist Home – Class 1~~

PROHIBITED USES

Campgrounds
 Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 18.6 m² (200 sq. ft.) in area
 Accessory building or use prior to the establishment of the principal use
 Alternative/renewable energy, individual – except roof mounted solar panels
 Garages and carports accessory to a single family dwelling over 95.2 m² (1024 sq. ft.) in area
 Home occupations - Class 2
 Manufactured/modular homes over 9.1 m (30 ft.) wide
 Moved-in buildings
 Portable garages
 Portable storage structures
 Ready-to-move (RTM) homes
 Secondary suite
 Sign - types 22 (Subdivision Entrance) and 23 (Subdivision Marketing)
~~Tourist Home – Class 2~~
 Wind energy conversion systems (WECS) - Category 1

2. MINIMUM LOT SIZE

1.2 hectares (3 acres) or existing titles.

3. MINIMUM BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Principal use	15.2	50	15.2	50	15.2	50
Accessory buildings	15.2	50	15.2	50	15.2	50

4. MAXIMUM BUILDING HEIGHT

Principal building – 13.0 m (42.7 ft.)
 Accessory buildings – 6.7 m (22 ft.)
 Accessory buildings not over 18.6 m² (200 sq. ft.) in area – 4.6 m (15 ft.)



5. ADDITIONAL INFORMATION

Every application for grouped country residential development shall be accompanied by details of how fire suppression, fire protection and garbage containment utilizing BearSmart principles will be provided.

6. STANDARDS OF DEVELOPMENT – See Schedule 4 and Appendix 10.

7. OFF-STREET PARKING AND LOADING – See Schedule 6.

8. HOME OCCUPATIONS – See Schedule 8.

9. MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS – See Schedule 9.

10. WIND ENERGY CONVERSION SYSTEMS – See Schedule 12.

11. FIRESMART REGULATIONS – See Schedule 14.

12. STANDARDS FOR SECONDARY SUITES – See Schedule 16.

13. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

1413. **DEFINITIONS** – See Schedule **1920.**

GROUPED COUNTRY RESIDENTIAL – GCR-2

PURPOSE: To provide for the logical resubdivision and infill of existing grouped country residential designated areas subject to a rigorous review of the land's suitability, serviceability, environmental considerations, wildlife and wildland carrying capacity for higher density residential development.

1. PERMITTED USES

Accessory buildings not over 18.6 m² (200 sq. ft.) in area
Alternative/renewable energy, individual – restricted to roof mounted solar panels only
~~Bed and breakfast~~
Day home
Garages and carports accessory to a single family dwelling up to 95.2 m² (1024 sq. ft.) in area
Home occupations - Class 1
Shipping container, temporary
Single-family dwellings
Sign - type 15 (Home Occupation)
~~Short-Term Rental Tourist Home – Class 1~~

PROHIBITED USES

Campgrounds
Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 18.6 m² (200 sq. ft.) in area
Accessory building or use prior to the establishment of the principal use
Alternative/renewable energy, individual – except roof mounted solar panels
Garages and carports accessory to a single family dwelling over 95.2 m² (1024 sq. ft.) in area
Home occupations - Class 2
Manufactured/modular homes over 9.1 m (30 ft.) wide
Moved-in buildings
Portable garages
Portable storage structures
Ready-to-move (RTM) homes
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision Marketing)
~~Tourist Home – Class 2~~
Wind energy conversion systems (WECS) - Category 1

2. LOT SIZE

Unserviced – 1.2 hectares (3 acres) minimum
Serviced – 1.2 hectares (3 acres) maximum

3. MINIMUM BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Principal use	15.2	50	15.2	50	15.2	50
Accessory buildings	15.2	50	15.2	50	15.2	50

4. MAXIMUM BUILDING HEIGHT

Principal building – 13.0 m (42.7 ft.)
Accessory buildings – 6.7 m (22 ft.)
Accessory buildings not over 18.6 m² (200 sq. ft.) in area – 4.6 m (15 ft.)



5. ADDITIONAL INFORMATION

Every application for grouped country residential development shall be accompanied by details of how fire suppression, fire protection and garbage containment utilizing BearSmart principles will be provided.

6. STANDARDS OF DEVELOPMENT – See Schedule 4 and Appendix 10.

7. OFF-STREET PARKING AND LOADING – See Schedule 6.

8. HOME OCCUPATIONS – See Schedule 8.

9. MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS – See Schedule 9.

10. WIND ENERGY CONVERSION SYSTEMS – See Schedule 12.

11. FIRESMART REGULATIONS – See Schedule 14.

12. STANDARDS FOR SECONDARY SUITES – See Schedule 16.

13. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

1413. **DEFINITIONS** – See Schedule **1920.**

RETAIL COMMERCIAL – C-1

PURPOSE: *To provide an area suited for retail commercial uses which will both maintain a strong central business district and allow a variety of other suitable uses compatible with this area of the community.*

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Bakeries
Barber shops
Beauty salons
Coffee shops or restaurants (non drive-in)
Financial institutions
Home occupations - Class 1
Laundromats
Liquor stores
Offices
Personal services
Post offices
Retail stores
Shipping container, temporary
[Short Term Rental](#)
Sign - types 11 (A-board), 12 (Canopy), 13 (Fascia and Wall) and 18 (Portable)
Theatres
Travel agencies

PROHIBITED USES

DISCRETIONARY USES

Accessory buildings and uses
Accessory building or use prior to the establishment of the principal use
Alternative/renewable energy, individual – except roof mounted solar panels
Animal care service, small
Apartment Dwelling in conjunction with ground floor commercial or office use
Arcades
Bowling alleys
Brew pubs
Bus depots
Cabarets
Clubhouses
Commercial recreation
Day care facilities
Entertainment establishment
Fitness centres
Funeral homes
Gaming or gambling establishments
Hostels
Hotels
Medical or dental clinics
Mixed Use Building
Parking area or structures
Pawn shops
Personal service uses
Printing establishments
Private clubs
Religious institutions
Retail - large scale
Shipping container, permanent, accessory to an approved use
Sign - types 14 (Freestanding), 16 (Multiple Listing), 17 (Murals), 19 (Projecting), 20 (Roof), 21 (Secondary) and 24 (Third Party)
Single family dwelling existing as of June 18, 2013
Taxi stands
Taxidermy
[Tourist Home](#)
Dwelling Unit (maximum 2) inside a mixed use building and in conjunction with ground floor commercial or office use
Utilities and services
Workshop accessory to an approved use

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	4.6	15	30.5	100	139.4	1,500

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	none		none		7.6	25
					or as required by the MPC	

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Rear Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM LOT COVERAGE

Principal building and accessory buildings – 80%.

6. MAXIMUM BUILDING HEIGHT

Principal building	– 10.0 m (32.8 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)
Accessory buildings not over 13.9 m ² (150 sq. ft.) in area	– 3.5 m (11.5 ft.)

7. STANDARDS OF DEVELOPMENT – See Schedule 4.

8. OFF-STREET PARKING AND LOADING – See Schedule 6.

9. SIGN STANDARDS – See Schedule 11.

10. HISTORIC COMMERCIAL AREAS – See Schedule 17.

11. ~~STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME~~ – See Schedule 19.

1244. DEFINITIONS – See Schedule 4920.

DRIVE-IN COMMERCIAL – C-2

PURPOSE: To accommodate development of commercial uses which require both high visibility and ready access or egress to and from designated highways and major thoroughfares for the benefit of the motoring public.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only
Building supply centres
Drive-in restaurants
Gas bars
Motels
Office, secondary to an approved use
Service stations
Shipping container, temporary
Short Term Rental (only on Plan 9211271,
Block 1, Lot 5 – Springbreak B&B)
Sign - types 11 (A-board), 12 (Canopy), 13
(Fascia and Wall) and 18 (Portable)

PROHIBITED USES

DISCRETIONARY USES

Accessory buildings and uses
Accessory building or use prior to the
establishment of the principal use
Alternative/renewable energy, individual – except
roof mounted solar panels
Auto repair shop
Auto sales and service
Brew pubs
Campgrounds
Car washes
Construction trade shop
Contractors
Entertainment establishment
Equipment sales, rentals and service
Fitness centres
Funeral homes
Gaming or gambling establishments
Garden centres
Hotels
Kennels
Liquor stores
Pawn shops
Personal service uses
Recreational vehicle sales and rental
Residence, secondary to an approved use
Retail – large scale
Retail sales, secondary to an approved use
Shipping containers, permanent, accessory to an
approved use
Short Term Rental, secondary to an approved use
Sign - types 14 (Freestanding), 16 (Multiple
Listing), 17 (Murals), 19 (Projecting),
20 (Roof), 21 (Secondary) and
24 (Third Party)
Taxidermy
Temporary auto sales
Tourist Home, secondary to an approved use
Utilities and services
Veterinary clinics
Warehouse store
Warehouses, secondary to an approved use



2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	27.4	90	50.3	165	1393.5	15,000

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	9.1	30	6.1	20	6.1	20

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Rear Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM LOT COVERAGE

Principal building and accessory buildings – 40%.

6. MAXIMUM BUILDING HEIGHT

Principal building	– 7.6 m (25 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)
Accessory buildings not over 13.9 m ² (150 sq. ft.) in area	– 3.5 m (11.5 ft.)

7. STANDARDS OF DEVELOPMENT – See Schedule 4.

8. OFF-STREET PARKING AND LOADING – See Schedule 6.

9. SIGN STANDARDS – See Schedule 11.

10. KENNEL REGULATIONS – See Schedule 13.

11. HISTORIC COMMERCIAL AREAS – See Schedule 17.

12. ~~STANDARDS FOR SHORT-TERM RENTAL~~ ~~BED & BREAKFAST~~ AND TOURIST HOME – See Schedule 19.

13. ~~DEFINITIONS~~ – See Schedule ~~4~~20.

COMPREHENSIVE COMMERCIAL – C-3

PURPOSE: *To provide for a multitude of commercial uses that can be compatibly located within a comprehensively planned, large-scale development which relies on factors such as location, access and serviceability.*

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels only
Retail shopping malls
Shipping container, temporary
Sign - types 11 (A-board), 12 (Canopy),
13 (Fascia and Wall) and 18 (Portable)

PROHIBITED USES

Shipping container, permanent

DISCRETIONARY USES

Accessory buildings and uses
Accessory building or use prior to the
establishment of the principal use
Alternative/renewable energy, individual – except
roof mounted solar panels
If secondary to a retail shopping mall:
Bakeries, retail
Banks and other financial institutions
Building supply outlets
Coffee shops
Condominiums
Dry cleaners
Gas bars
Liquor stores
Medical or dental clinics
Offices
Personal services
Public utilities
Restaurants
Retail sales
Taxidermy
Travel agencies
Utilities and services
Veterinary clinics
Sign - types 14 (Freestanding), 16 (Multiple
Listing), 17 (Murals), 19 (Projecting),
20 (Roof), 21 (Secondary) and
24 (Third Party)
Temporary auto sales

2. MINIMUM LOT SIZE

As required by the Municipal Planning Commission.

3. MINIMUM PRINCIPAL BUILDING SETBACKS

As required by the Development Authority.

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Rear Yard	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM BUILDING HEIGHT

Principal building	– 6.1 m (20 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)
Accessory buildings not over 13.9 m ² (150 sq. ft.) in area	– 3.5 m (11.5 ft.)

6. STANDARDS OF DEVELOPMENT – See Schedule 4.

7. OFF-STREET PARKING AND LOADING – See Schedule 6.

8. SIGN STANDARDS – See Schedule 11.

9. HISTORIC COMMERCIAL AREAS – See Schedule 17.

10. DEFINITIONS – See Schedule [4920](#).

CANNABIS RETAIL COMMERCIAL – C-4

PURPOSE: To provide an area suited for retail commercial uses which will both maintain a strong central business district and allow a variety of other suitable uses compatible with this area of the community.

1. PERMITTED USES

Cannabis retail sales
Sign - types 11 (A-board), 12 (Canopy),
13 (Fascia) and 18 (Portable)

DISCRETIONARY USES

Bakeries
Barber shops
Beauty salons
Coffee shops or restaurants
Laundromats
Offices
Personal services
Retail stores
Shipping container, permanent, accessory to an approved use
Sign - types 17 (Murals), 19 (Projecting), and 20 (Roof)
Residence secondary to an approved use

PROHIBITED USES

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	4.6	15	30.5	100	139.4	1,500

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	none		none		7.6	25
					or as required by the MPC	

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Rear Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM LOT COVERAGE

Principal building and accessory buildings – 80%



6. MAXIMUM BUILDING HEIGHT

Principal building	– 10.0 m (32.8 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)
Accessory buildings not over 13.9 m ² (150 sq. ft.) in area	– 3.5 m (11.5 ft.)

7. STANDARDS OF DEVELOPMENT – See Schedule 4.

8. OFF-STREET PARKING AND LOADING – See Schedule 6.

9. SIGN STANDARDS – See Schedule 11.

10. HISTORIC COMMERCIAL AREAS – See Schedule 17.

11. DEFINITIONS – See Schedule ~~4920~~.

INDUSTRIAL – I-1

PURPOSE: *To provide a broad range of industrial, manufacturing and storage use whereby the location of individual uses will have regard to both the effect on adjacent uses and the ability to provide adequate services to the site.*

1. PERMITTED USES

Alternative/renewable energy, individual
Auto body and paint shops
Auto repair shop
Contractors
Shipping container, temporary
Sign - types 11 (A-board), 12 (Canopy),
13 (Fascia and Wall) and 18 (Portable)

DISCRETIONARY USES

Accessory buildings and uses
Accessory building or use prior to the
establishment of the principal use
Agriculture related industries
Alternative/renewable energy, commercial/
industrial
Auction markets
Auto sales and service
Bottling plants
Building supply centres
Bulk fuel sales and storage
Car washes
Card locks
Concrete batch plants
Farm supplies and service
Food processing
Garden centres
Industrial equipment sales and rentals
Kennels
Light industrial/manufacturing
Lumber yards
Machinery and equipment sales and repair
Mini storage facilities
Outdoor storage accessory to an approved use
Private utility structures and uses
Recreational vehicle storage
Resource processing plants
Recycling facilities
Retail uses accessory to an approved use
Shipping container, permanent, accessory to an
approved use
Sign - types 14 (Freestanding), 16 (Multiple
Listing), 17 (Murals), 19 (Projecting), 20
(Roof), 21 (Secondary) and 24 (Third Party)
Taxidermy
Truck transport depots
Truck washes
Utilities and services
Veterinary clinics
Warehousing and storage, indoor and outdoor
Welding shops
Wind energy conversion systems (WECS) -
Category 1 and 2
Work Camp

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	15.2	50	30.5	100	557.4	6,000
					or as required by the MPC	

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	7.6	25	3.0	10	7.6	25
Corner lot	7.6	25	4.6	15	7.6	25
			street side			

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 1.5 m (5 ft.) to wall face; 1.2 m (4 ft.) to eaves
Rear Yard	– 1.5 m (5 ft.) to wall face; 1.2 m (4 ft.) to eaves
Setback from principal building	– 1.5 m (5 ft.) to wall face; 0.9 m (3 ft.) to eaves

5. MAXIMUM BUILDING HEIGHT

Principal building	– 10 m (32.8 ft.)
Accessory buildings	– 7.6 m (25 ft.)

6. STANDARDS OF DEVELOPMENT – See Schedule 4.

7. OFF-STREET PARKING AND LOADING – See Schedule 6.

8. MOVED-IN BUILDINGS – See Schedule 7.

9. SIGN STANDARDS – See Schedule 11.

10. WIND ENERGY CONVERSION SYSTEMS (WECS) – See Schedule 12.

11. KENNEL REGULATIONS – See Schedule 13.

12. SHIPPING CONTAINER / TRANSPORT TRAILER REGULATIONS – See Schedule 15.

13. WORK CAMP REGULATIONS – See Schedule 18.

14. DEFINITIONS – See Schedule [4920](#).

SENTINEL INDUSTRIAL PARK – SIP-1

PURPOSE: To accommodate a broad range of light and heavy industrial uses at this pre-planned location suitable for those uses and compatible with adjacent land uses.

1. PERMITTED USES

Alternative/renewable energy, individual
Auto body and paint shops
Auto repair shop
Cannabis production facility
Contractors
Shipping container, temporary
Sign - types 11 (A-board), 12 (Canopy),
13 (Fascia and Wall) and 18 (Portable)

DISCRETIONARY USES

Abattoirs
Accessory buildings and uses
Accessory building or use prior to the
establishment of the principal use
Agriculture-related industries
Alternative/renewable energy, commercial/
industrial
Auction markets
Automotive sales, storage and service
Bottling plants
Building supply centres
Bulk fuel sales and storage
Car washes
Card locks
Concrete batch plants
Farm supplies and service
Food processing
Garden centres
Helipads
Heliports
Industrial equipment sales and rentals
Kennels
Light industrial/manufacturing
Lumber yards
Machinery and equipment sales and repair
Mini-storage facilities
Outdoor storage accessory to an approved use
Private utility buildings and uses
Recreational vehicle storage
Recycling facilities
Repair garages
Residence secondary to an approved use
Resource processing plants
Retail sales accessory to an approved use
Shipping container, permanent, accessory to an
approved use
Sign - types 14 (Freestanding), 16 (Multiple
Listing), 17 (Murals), 19 (Projecting), 20
(Roof), 21 (Secondary) and 24 (Third Party)
Surveillance suites
Taxidermy
Truck stops
Truck Transport depots
Truck washes



Utilities and services
 Veterinary clinics
 Warehouses
 Welding shops
 Wind energy conversion systems (WECS) -
 Category 1 and 2
 Work Camp

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	30.0	98.4	70.0	229.7	2,100	22,605
					or as required by the MPC	

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	9.1	30	3.0	10	3.0	10

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 1.5 m (5 ft.) to wall face; 1.2 m (4 ft.) to eaves
Rear Yard	– 1.5 m (5 ft.) to wall face; 1.2 m (4 ft.) to eaves
Setback from principal building	– 1.5 m (5 ft.) to wall face; 0.9 m (3 ft.) to eaves

5. MAXIMUM BUILDING HEIGHT

Principal building	– As required by the Development Authority
Accessory buildings	– 7.6 m (25 ft.)

6. STANDARDS OF DEVELOPMENT – See Schedule 4.

7. OFF-STREET PARKING AND LOADING – See Schedule 6.

8. SIGN STANDARDS – See Schedule 11.

9. WIND ENERGY CONVERSION SYSTEMS (WECS) – See Schedule 12.

10. KENNEL REGULATIONS – See Schedule 13.

11. SHIPPING CONTAINER / TRANSPORT TRAILER REGULATIONS – See Schedule 15.

12. WORK CAMP REGULATIONS – See Schedule 18.

13. DEFINITIONS – See Schedule [4920](#).

RECREATION AND OPEN SPACE – RO-1

PURPOSE: To provide for institutional uses, public parks and open space within the municipality.

1. PERMITTED USES

Environmental reserves, dedicated
Public open space
Public park or recreation uses
Shipping container, temporary
Sign - types 11 (A-board) and 18 (Portable)
Sportsfields

PROHIBITED USES

Shipping container, permanent

DISCRETIONARY USES

Cemeteries
Cenotaphs
Public and private institutional uses
Public recreation buildings
Sign - types 13 (Fascia and Wall),
14 (Freestanding), 16 (Multiple Listing),
17 (Murals), 19 (Projecting), 20 (Roof),
21 (Secondary) and 24 (Third Party)
Utilities and services

2. MINIMUM LOT SIZE

As required by the Municipal Planning Commission.

3. MINIMUM BUILDING SETBACKS

As required by the Development Authority.

4. MAXIMUM LOT COVERAGE

As required by the Development Authority.

5. STANDARDS OF DEVELOPMENT – See Schedule 4.

6. OFF-STREET PARKING AND LOADING – See Schedule 6.

7. DEFINITIONS – See Schedule [4920](#).

PUBLIC – P-1

PURPOSE: To provide for institutional, public and semi-public uses which are compatible with each other and adjoining land uses.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only
Shipping container, temporary
Sign - types 11 (A-board) and 18 (Portable)

PROHIBITED USES

Shipping container, permanent

DISCRETIONARY USES

Alternative/renewable energy, individual – except
roof mounted solar panels
Auditoriums
Buildings or uses ancillary to an approved use
Cemeteries
Cenotaphs
Community halls
Educational facilities, other than a school
Fire halls
Government buildings
Hospitals
Libraries
Museums
Municipal offices
Places of worship
Police stations
Post offices
Private meeting halls
Public and private institutional uses
Schools
Service clubs
Sign - types 13 (Fascia and Wall),
14 (Freestanding), 16 (Multiple Listing),
17 (Murals), 19 (Projecting), 20 (Roof),
21 (Secondary) and 24 (Third Party)
Utilities and services

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
All uses	13.7	45	30.5	100	418.1	4,500 or as required by the MPC

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All uses	4.6	15	1.5	5	3.0	10

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Rear Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM BUILDING HEIGHT

Principal building	– 7.6 m (25 ft.)
Accessory buildings	– 4.5 m (14.8 ft.)
Accessory buildings not over 13.9 m ² (150 sq. ft.) in area	– 3.5 m (11.5 ft.)

6. MAXIMUM LOT COVERAGE

Principal building	– 40%
Accessory buildings	– 10%

7. STANDARDS OF DEVELOPMENT – See Schedule 4.

8. OFF-STREET PARKING AND LOADING – See Schedule 6.

9. SIGN STANDARDS – See Schedule 11.

10. FIRESMART REGULATIONS – See Schedule 14.

11. DEFINITIONS – See Schedule [4920](#).

NON-URBAN COMMERCIAL RECREATION – NUCR-1

PURPOSE: To accommodate a variety of commercial recreation uses which are to be located primarily outside the built-up urban areas of the community.

1. PERMITTED USES

Accessory buildings not over 13.9 m² (150 sq. ft.) in area
Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Shipping container, temporary
Sign - types 11 (A-board) and 18 (Portable)

PROHIBITED USES

Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area
Alternative/renewable energy, individual – except roof mounted solar panels
Archery or rifle ranges
~~Bed and breakfast accommodations~~
Campgrounds
Country lodges
Golf courses
Golf driving ranges
Guest ranches
Private institutional uses
Private recreation uses
Public institutional uses
Parks, playgrounds or recreation areas
Recreational vehicle storage
Residence, secondary to an approved use
Riding stables
Rodeo grounds
Sign - types 13 (Fascia and Wall), 14 (Freestanding), 16 (Multiple Listing), 17 (Murals), 19 (Projecting), 20 (Roof), 21 (Secondary) and 24 (Third Party)
~~Short-Term Rental~~
Ski lodges
Ski resorts
~~Tourist Home—Class 1 or Class 2~~
Utilities and services
Wind energy conversion systems (WECS) - Category 1 and 2

2. MINIMUM LOT SIZE

1.2 hectares (3 acres), or as required by the Municipal Planning Commission.

3. MINIMUM BUILDING SETBACKS

As required by the Development Authority.

4. MAXIMUM LOT COVERAGE

As required by the Development Authority.

5. STANDARDS OF DEVELOPMENT – See Schedule 4.



6. **OFF-STREET PARKING AND LOADING** – See Schedule 6.

7. **SIGN STANDARDS** – See Schedule 11.

8. **FIRESMART REGULATIONS** – See Schedule 14.

9. **STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME** – See Schedule 19.

109. **DEFINITIONS** – See Schedule ~~19~~20.

NON-URBAN COMMERCIAL RECREATION – NUCR-2

PURPOSE: To accommodate a variety of commercial recreation uses which are to be located primarily outside the built-up urban areas of the community.

1. PERMITTED USES

Accessory buildings not over 13.9 m² (150 sq. ft.) in area
Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Ski resorts
Shipping container, temporary
Sign - types 11 (A-board) and 18 (Portable)

PROHIBITED USES

Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area
Alternative/renewable energy, individual – except roof mounted solar panels
Archery or rifle ranges
~~Bed and breakfast accommodations~~
Campgrounds
Country lodges
Golf courses
Golf driving ranges
Guest ranches
Private institutional uses
Private recreation uses
Public institutional uses
Parks, playgrounds or recreation areas
Recreational vehicle storage
Residence, secondary to an approved use
Resort Accommodation
Riding stables
Rodeo grounds
Sign – types 13 (Fascia and Wall), 14 (Freestanding), 16 (Multiple Listing), 17 (Murals), 19 (Projecting), 20 (Roof), 21 (Secondary) and 24 (Third Party)
~~Short-Term Rental~~
Ski lodges
~~Tourist Home – Class 1 or Class 2~~
Utilities and services
Wind energy conversion systems (WECS) - Category 1 and 2

2. MINIMUM LOT SIZE

1.2 hectares (3 acres), or as required by the Municipal Planning Commission.

3. MINIMUM BUILDING SETBACKS

As required by the Development Authority.

4. MAXIMUM LOT COVERAGE

As required by the Development Authority.

5. STANDARDS OF DEVELOPMENT – See Schedule 4.



6. **OFF-STREET PARKING AND LOADING** – See Schedule 6.

7. **SIGN STANDARDS** – See Schedule 11.

8. **FIRESMART REGULATIONS** – See Schedule 14.

9. **STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME** – See Schedule 19.

109. **DEFINITIONS** – See Schedule ~~19~~20.

NON-URBAN AREA – NUA-1

PURPOSE: To ensure that these areas, typically on the periphery of existing development, allow only restricted uses and maintain parcels of large sizes to provide maximum flexibility for use and development if or when the land is used for urban development.

1. PERMITTED USES

Shipping container, temporary
Sign - type 18 (Portable)

PROHIBITED USES

Shipping container, permanent

DISCRETIONARY USES

Accessory buildings and uses
Accessory building or use prior to the establishment of the principal use
Alternative/renewable energy, individual
Bed and breakfast
Commercial logging
Dairies
Extensive agriculture
Home occupations – Class 1 and 2
Horticulture
Intensive livestock operation
Isolated country residential
Kennels
Manufactured/modular homes
Moved-in buildings
Public and private institutional uses
Public park or recreation uses
Public utilities
Recreational vehicle storage
Resource development activities
Resource extraction uses
Resource processing activities
Secondary suite
Sign - types 13 (Fascia and Wall), 14 (Freestanding), 16 (Multiple Listing), 17 (Murals), 19 (Projecting), 20 (Roof), 21 (Secondary) and 24 (Third Party)
Single family dwellings
Short-Term Rental
Tourist Home – Class 1 or Class 2
Utilities
Wind energy conversion systems (WECS) - Category 1 and 2

2. MINIMUM LOT SIZE

Extensive agriculture	– 64.8 hectares (160 acres) or existing titles
Isolated country residential	– 1.2 hectares (3 acres) or existing titles
Other uses	– 1.2 hectares (3 acres) or existing titles

3. MINIMUM BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Principal use	15.2	50	15.2	50	15.2	50
Accessory buildings	15.2	50	15.2	50	15.2	50

4. MAXIMUM BUILDING HEIGHT

Principal building	– 13.0 m (42.7 ft.)
Accessory buildings	– 6.1 m (20.0 ft.)
Accessory buildings not over 18.6 m ² (200 sq. ft.) in area	– 4.6 m (15.0 ft.)

5. **STANDARDS OF DEVELOPMENT** – See Schedule 4.

6. **OFF-STREET PARKING AND LOADING** – See Schedule 6.

7. **MOVED-IN BUILDINGS** – See Schedule 7.

8. **CRITERIA FOR HOME OCCUPATIONS** – See Schedule 8.

9. **MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS** – See Schedule 9.

10. **SIGN STANDARDS** – See Schedule 11.

11. **WIND ENERGY CONVERSION SYSTEMS** – See Schedule 12.

12. **KENNEL REGULATIONS** – See Schedule 13.

13. **FIRESMART REGULATIONS** – See Schedule 14.

14. **STANDARDS FOR SECONDARY SUITES** – See Schedule 16.

15. **STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME** – See Schedule 19.

1645. **DEFINITIONS** – See Schedule 1920.

COMPREHENSIVE MIXED USE – CM-1

PURPOSE: To provide for a comprehensively planned destination that offers a mix of flexible multi-use buildings with an active ground floor development and a variety of commercial, business and tourism uses, shared parking and amenities, and multi-modal connections to surrounding lands. Multi-unit residential uses may be considered.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
Amusement Arcade
Art and Craft Studio
Bakery
Coffee Shop
Commercial / Private Recreation
Convenience Store
Drinking Establishment
Farmer's Market
Government Services
Hotel
Kiosk
Mixed Use Building or Development
Modular Construction
Office
Parking Facility
Personal Service Use
Post Office
Public and Private Institutional Use
Public and Private Recreation Use
Public Open Space
Public or Quasi-Public Building or Use
Public Park or Recreation Use
Public Picnic Area
Restaurant
Retail
Retail Store
Shopping Malls
Signs – types 11 (A-board), 12 (Canopy),
13 (Fascia and Wall),
15 (Home Occupation), 18 (Portable) and
19 (Projecting)
Souvenir Shop
Take-Out Service
Utilities
Visitor Accommodations
Workshop

DISCRETIONARY USES

Accessory Development
Alternative energy, individual – except roof
mounted solar panels
Apartment Dwelling
Athletic and Recreational Facilities
Auditorium
Boarding House
Car Wash
Cultural Entertainment
Factory-Built Housing
Financial Institution
Fitness Centre
Food Services / Catering
Home Occupation – Class 1 and 2
Liquor Store
Motel
Multi-family Dwelling
Printing Establishment, Commercial
Shipping Container, Temporary
Signs – types 14 (Freestanding),
16 (Multiple Listing), 17 (Murals) and
21 (Secondary)
Temporary Structure
Travel Agency
Veterinary Clinic

2. MINIMUM LOT SIZE

0.4 hectares (1 acre), or at the discretion of the Development Authority.

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	To be determined in a Comprehensive Site Development Plan.					
Adjacent to a highway	To be determined in conjunction with Alberta Transportation.					

4. DETACHED ACCESSORY BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All Accessory Buildings	Not to be located in the front yard.		To be determined in a Comprehensive Site Development Plan.			
Adjacent to a highway	To be determined in conjunction with Alberta Transportation.					

5. MAXIMUM BUILDING HEIGHT

Principal building	– 14 m (45.9 ft.)
Accessory building	– 14 m (45.9 ft.)
Accessory buildings under 13.9 m ² (150 ft ²) in area	– 3.5 m (11.5 ft.)

6. STANDARDS OF DEVELOPMENT

- a. All development shall comply with the following schedules, as required:
 - i. Schedule 4 (Standards of Development);
 - ii. Schedule 5 (Multi-Family Development);
 - iii. Schedule 8 (Criteria for Home Occupations);
 - iv. Schedule 12 (Alternative / Renewable Energy Developments);
 - v. Schedule 14 (FireSmart Regulations); and
 - vi. Schedule 15 (Shipping Container / Transport Trailer Regulations).
- b. In addition to the above Schedules, the following development standards shall apply:
 - i. All building shall include 2 or more uses;
 - ii. Uses on ground floor should include active commercial or retail uses that contribute to street-level pedestrian activity;
 - iii. Blank walls and loading areas shall be located to the side or rear of the building.

- c. The applicant shall, at no cost to the Municipality and to the Development Authority's satisfaction, prepare a Comprehensive Site Development Plan (master site plan) prior to the approval of a development permit application for a permanent building or structure and/or Area Structure Plan prior to conditional subdivision approval, and shall include the following:
- i. Parcel boundaries and sizes (including future parcels if a subdivision is proposed);
 - ii. Anticipated building locations, sizes and uses;
 - iii. Coordinated building and landscaping standards;
 - iv. Traffic Impact Assessment, road layout, access(es), parking and loading design;
 - v. Servicing locations and connections;
 - vi. Non-vehicular layout, design and connections to adjacent lands; and
 - vii. Location and design of amenity space(s).

7. OFF-STREET PARKING AND LOADING

All development shall comply with Schedule 6 (Off-Street Parking and Loading Area Requirements) – the number of parking spaces to be provided shall be specified in the Comprehensive Site Development Plan, shall include an assessment of the need for RV parking stalls and shall be supported by a qualified transportation engineering review.

8. SIGN STANDARDS – See Schedule 11

9. DEFINITIONS – See Schedule [1920](#)

COMPREHENSIVE RESORT VILLAGE – CRV

PURPOSE: To accommodate the development of a designated area within the municipality for multi-family residential, recreational and related resort activities.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only

~~Bed and Breakfast~~
~~Eating establishments~~
~~Resorts~~

Shipping container, temporary
Sign - types 11 (A-board), 15 (Home
Occupation) and 18 (Portable)

Single-family dwellings

~~Short-Term Rental Tourist Home—Class 1~~

PROHIBITED USES

Commercial logging
Kennels
Manufactured/modular homes
Shipping container, permanent

DISCRETIONARY USES

Accessory buildings and uses
Accessory building or use prior to the
establishment of the principal use
Alternative/renewable energy, individual – except
roof mounted solar panels

~~Amenity areas~~
~~Convenience stores~~
~~Hotels~~
~~Indoor and outdoor athletic and recreation
facilities~~

~~Kiosks~~

~~Motels~~

Moved-in dwelling

Multi-family dwellings (e.g. duplex, semi-
detached, triplex, fourplex, sixplex, rowhouse,
townhouse, apartment, etc.)

~~Offices~~

~~Parking areas~~

Public and private utilities

~~Resort accommodation~~

~~Retail stores~~

Secondary Suite

Sign - types 12 (Canopy), 13 (Fascia and Wall),
14 (Freestanding), 16 (Multiple Listing),
17 (Murals), 19 (Portable), 20 (Roof),
21 (Secondary), 22 (Subdivision Entrance)
and 23 (Subdivision Marketing)

~~Storage facilities~~

~~Tourist Home—Class 2~~

~~Visitor accommodation~~

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
Single-family dwelling	9.1	30	30.5	100	278.7	3,000
Duplex or Semi-detached	9.1	30	30.5	100	278.7	3,000
Triplex	9.1	30	30.5	100	278.7	3,000
Fourplex	7.6	25	30.5	100	232.3	2,500
Rowhouse	7.6	25	30.5	100	232.3	2,500
Sixplex	7.6	25	30.5	100	232.3	2,500
Interior units	6.1	20	30.5	100	185.8	2,000
All other uses	As required by the Municipal Planning Commission					

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Single-family Dwelling	3.0	10	1.5	5	3.0	10
Duplex or Semi-detached	3.0	10	1.5	5	3.0	10
Triplex	3.0	10	1.5	5	3.0	10
Fourplex	3.0	10	1.5	5	3.0	10
Rowhouse	3.0	10	1.5	5	3.0	10
Sixplex	3.0	10	1.5	5	3.0	10
Interior units	3.0	10	0	0	3.0	10
All other uses	As required by the Municipal Planning Commission					

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Rear Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM LOT COVERAGE

Principal building	– 40%
Accessory buildings	– 15%

6. MAXIMUM BUILDING HEIGHT

Principal building	– 13.0 m (42.7 ft.)
Accessory building	– 6.7 m (22.0 ft.)

7. MINIMUM FLOOR AREA (per dwelling unit)

Duplex or Semi-detached	– 130.1 m ² (1,400 sq. ft.)
Triplex	– 111.5 m ² (1,200 sq. ft.)
Fourplex	– 111.5 m ² (1,200 sq. ft.)
Rowhouse	– 111.5 m ² (1,200 sq. ft.)
Sixplex	– 111.5 m ² (1,200 sq. ft.)
Interior units	– 92.9 m ² (1,000 sq. ft.)
All other uses	– As required by the Municipal Planning Commission

8. ARCHITECTURAL CONTROLS

~~As a condition of any approval by the Municipal Planning Commission within this land use district, specific architectural controls may be required to uphold the integrity and prevailing aesthetics of the resort village.~~

89. STANDARDS OF DEVELOPMENT – See Schedules 4 and Appendix 10.

940. MULTI-FAMILY DWELLING REQUIREMENTS – See Schedule 5.

104. OFF-STREET PARKING AND LOADING – See Schedule 6.

112. SIGN STANDARDS – See Schedule 11.

123. FIRESMART REGULATIONS – See Schedule 14.

134. STANDARDS FOR SECONDARY SUITES – See Schedule 16.

145. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

15. DEFINITIONS – See Schedule ~~49~~20.

COMPREHENSIVE SKI VILLAGE – CSV

PURPOSE: To provide for the development of residential, recreational and tourist oriented land uses and development related activities in a ski village.

1. PERMITTED USES

Accessory buildings under 13.9 m² (150 sq. ft.) in area
 Alternative/renewable energy, individual – restricted to roof mounted solar panels only
~~Bed and breakfast~~
 Day home
 Duplex
~~Eating establishments~~
 Fourplex dwellings
 Home occupations - Class 1
~~Resorts~~
 Rowhouse dwellings
 Semi-detached dwellings
~~Sixplex dwellings~~
 Triplex dwellings
 Single-family dwellings
 Garages or carports accessory to single-family dwellings
~~Show homes for display only – not for occupation – with no or temporary services~~
 Shipping container, temporary
 Sign - types 11 (A-board), 15 (Home Occupation) and 18 (Portable)
~~Short-Term Rental Tourist Home – Class 1~~

PROHIBITED USES

Commercial logging
 Dog kennels
 Mobile homes
 Shipping container, permanent

DISCRETIONARY USES

Accessory buildings over 13.9 m² (150 sq. ft.) in area
 Accessory building or use prior to the establishment of the principal use
 Alternative/renewable energy, individual – except roof mounted solar panels
~~Amenity areas~~
~~Amphitheatres~~
~~Assembly structures~~
~~Bed and breakfast~~
~~Commercial kiosks~~
~~Conference facilities~~
 Day care facility
 Home occupations - Class 2
~~Hotels~~
~~Indoor and outdoor recreation facilities~~
 Modular homes [minimum 9.1 m (30 ft.) width]
~~Parking areas~~
 Private institutional uses
 Public institutional uses
~~Public park, playground or recreation areas~~
 Public and private utilities
~~Real estate sales offices~~
~~Rental accommodation~~
~~Retail stores~~
 Secondary Suite
 Sign - types 12 (Canopy), 13 (Fascia and Wall), 14 (Freestanding), 16 (Multiple Listing), 17 (Murals), 19 (Portable), 20 (Roof), 21 (Secondary), 22 (Subdivision Entrance) and 23 (Subdivision Marketing)
~~Spas~~
~~Storage facilities~~
~~Tourist Home – Class 1 and Class Class 2~~
~~Visitor accommodation~~

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
Single-family	9.1	30	30.5	100	278.7	3,000
Duplex or Semi-detached	9.1	30	30.5	100	278.7	3,000
Triplex	9.1	30	30.5	100	278.7	3,000

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	sq. ft.
Fourplex	7.6	25	30.5	100	232.3	2,500
Rowhouse	7.6	25	30.5	100	232.3	2,500
Sixplex	7.6	25	30.5	100	232.3	2,500
Interior units	6.1	20	30.5	100	185.8	2,000
All other uses	As required by the Municipal Planning Commission					

3. MINIMUM PRINCIPAL BUILDING SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Single-family	0	0	1.5	5	3.0	10
Duplex or Semi-detached	3.0	10	1.5	5	3.0	10
Triplex	3.0	10	1.5	5	3.0	10
Fourplex	3.0	10	1.5	5	3.0	10
Rowhouse	3.0	10	1.5	5	3.0	10
Sixplex	3.0	10	1.5	5	3.0	10
Interior units	3.0	10	1.5	5	3.0	10
All other uses	As required by the Municipal Planning Commission					

4. DETACHED ACCESSORY BUILDING SETBACKS

Front Yard	– not to be located in front yard
Side Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Rear Yard	– 0.9 m (3 ft.) to wall face; 0.45 m (1.5 ft.) to eaves
Setback from principal building	– 1.2 m (4 ft.) to wall face; 0.6 m (2 ft.) to eaves

5. MAXIMUM LOT COVERAGE

Principal building	– 40%
Accessory buildings	– 15%

6. MAXIMUM GRADE

Lots with an effective grade of 15% or less are considered fully developable.

Lots with an effective grade of greater than 15% require the plans to be approved by a professional engineer licensed in the Province of Alberta demonstrating the viability of the proposed development.

7. MAXIMUM BUILDING HEIGHT

Principal building	– 15.0 m (49.2 ft.)
Accessory building	– 6.0 m (19.7 ft.)

8. MINIMUM FLOOR AREA (per dwelling unit)

Single-family	– 69.7 m ² (750 sq. ft.)
Duplex or Semi-detached	– 69.7 m ² (750 sq. ft.)
Triplex	– 69.7 m ² (750 sq. ft.)
Fourplex	– 69.7 m ² (750 sq. ft.)
Rowhouse	– 69.7 m ² (750 sq. ft.)
Sixplex	– 69.7 m ² (750 sq. ft.)
Interior units	– 69.7 m ² (750 sq. ft.)
All other uses	– As required by the Municipal Planning Commission

9. DESIGN GUIDELINES

As a condition of any approval by the Municipal Planning Commission within this land use district, design guidelines may be required to uphold the integrity and prevailing aesthetics of the village.

10. STANDARDS OF DEVELOPMENT – See Schedules 4 and Appendix 10.

11. MULTI-FAMILY DWELLING REQUIREMENTS – See Schedule 5.

12. OFF-STREET PARKING AND LOADING – See Schedule 6.

13. CRITERIA FOR HOME OCCUPATIONS – See Schedule 8.

14. MANUFACTURED / MODULAR HOME DEVELOPMENT STANDARDS – See Schedule 9.

15. SIGN STANDARDS – See Schedule 11.

16. FIRESMART REGULATIONS – See Schedule 14.

17. STANDARDS FOR SECONDARY SUITES – See Schedule 16.

18. STANDARDS FOR SHORT-TERM RENTAL BED & BREAKFAST AND TOURIST HOME – See Schedule 19.

1918. DEFINITIONS – See Schedule 1920.

DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

1. No development permit is required for:
 - (a) any development exempted under either the *Municipal Government Act* or an exemption regulation ordered by the Lieutenant Governor in Council pursuant to the *Municipal Government Act*;
 - (b) the completion of any construction lawfully commenced on or before the coming into effect of this bylaw or any applicable amendment to it, provided that the construction is completed:
 - (i) in accordance with the terms of any development permit granted in respect of it, and
 - (ii) within 12 months of the coming into effect of this bylaw.
2. No development permit is required for any of the following, except for areas identified within or adjacent to the Wildland Urban Interface, and further provided that all standards of development and other applicable provisions of this bylaw are complied with:
 - (a) maintenance, improvement or renovation to a building, including interior renovations, that do not include either structural alterations or additions which would change its external appearance/dimensions or create an additional dwelling unit, or would result in a change of use or increase the need for additional parking;
 - (b) at the discretion of the Development Officer, a change of occupant, activity or use of land or a building to that which falls under the definition of a permitted use in the given land use district provided that the change does not involve alterations or additions to the external appearance of the building, or internal alterations that substantially alter the space (e.g. addition of walls or changes to floor plan), and further provided that the parking requirements (except for certain developments within the Historic Commercial Areas Overlay District – Schedule 17) and all other standards and requirements of this bylaw are complied with;
 - (c) at grade outdoor improvements, including but not limited to landscaping, driveways, patios, sidewalks, wheelchair ramps [maximum 0.6 metres (2 ft) in height], retaining walls [maximum 0.6 metres (2 ft.) in height], etc;
 - (d) uncovered enclosures (i.e. do not involve a roof), providing the improvements do not alter lot drainage and comply with all other provisions of this bylaw;
 - (e) uncovered decks, landings, staircases and similar structures that are a maximum of 0.6 metres (2 ft.) in height, provided the improvements do not alter lot drainage and further provided that the improvements comply with all other provisions of this bylaw, including yard setbacks and yard projections;
 - (f) the installation (except the initial installation of a waste management facility or a waste water treatment plant), maintenance, upgrading, alteration and/or repair of any public works, service or utility (including a waste management facility or a waste water treatment plant) by or on behalf of a municipal, provincial or federal government agency on land which is publicly owned or controlled;
 - (g) the use of land or a building and any development (except as specified below) that is undertaken by or on behalf of, or subject to a lease agreement with, a municipal, provincial or federal government agency on land that is publicly owned or controlled, provided that all standards of this bylaw are complied with and excepting thereout the establishment of a large scale or high density development, a resource extraction operation, a waste management facility, a waste water treatment plant or other development that could be reasonably considered to have nuisance potential;

- (h) the installation of private utilities on private land in compliance with the Safety Codes Act and provided that a principal building exists on the property or that a building permit for a principal building has been issued under the Safety Codes Act;
- (i) a temporary building or construction trailer not including a work camp, the sole purpose of which is incidental to the erection or alteration of a building for which a permit has been issued pursuant to the provincial building code, and further provided the said temporary building is not used or intended to be used as a residence;
- (j) not more than one garden shed or tool shed which is not more than 13.93 m² (150 sq. ft.) in area, has no permanent foundations or utility connections and meets all applicable setbacks and other standards of this bylaw;
- (k) the construction or maintenance of gates, fences, walls, or other means of enclosure, subject to any limitations in height or other features detailed in Schedule 4 hereof;
- (l) the following signs or changes to existing signage:
 - (i) any signs identified in Section 10 of Schedule 11 in this Land Use Bylaw;
 - (ii) the change of copy for an existing sign, where the sign renewal period has not expired. In order to be exempted from the requirement to obtain a development permit the applicant shall submit colour rendering of the proposed new sign copy, to the satisfaction of the Development Officer, which shall be stamped by the Development Officer after it has been reviewed to ensure compliance with the Land Use Bylaw.
- (m) a satellite dish which will not:
 - (i) be installed on a roof, in a front yard, or part of a corner lot sideyard adjoining a street; or
 - (ii) will not exceed the height of the principal building on the site.
- ~~(n) the operation of a tourist home which the landowner or tourist home operation has obtained a business license to operate within the municipality;~~
- ~~(ne)~~ the demolition of a building or structure of less than 46.5 m² (500 sq. ft.) and provided the building is not located on a property in one of the categories that require referral to the Municipal Historic Resources Advisory Committee pursuant to section 28 of this bylaw;
- ~~(op)~~ individual recreational vehicle (RV) units which are not considered permanent buildings or structures and are located in an approved RV park or campground;
- ~~(pq)~~ the storage of recreational vehicle (RV) units, which are not considered permanent buildings or structures, not exceeding any threshold or timeline that may have been established in Schedule 4;
- ~~(qr)~~ a Home Occupation - Class 1;
- ~~(rs)~~ the temporary placement of one shipping container in connection with the construction of a development for which a development permit has been issued, or a project for which a development permit is not required, for the period of the project in accordance with the following:
 - (i) construction site is active (i.e., construction has commenced and is on-going or is about to commence within one week); placement of a shipping container on an inactive construction site is prohibited;
 - (ii) in no case shall a construction shipping container remain on site when construction has been suspended for more than 60 days;
 - (iii) the shipping container shall be placed entirely within the boundaries of the property on which construction is undertaken and shall not obstruct required sight triangles; and
 - (iv) shipping container must be removed immediately upon completion of construction.

- (~~st~~) the exploratory excavation of utilities and building foundations prior to obtaining a development permit, provided that the Developer has notified the Development Officer and the Development Officer has issued a conditional excavation approval, including a hold harmless condition;
 - (~~tu~~) work to service an approved subdivision for which a development agreement has been executed.
3. Any question as to whether a proposed development requires a development permit shall be referred to the Development Officer who may make a decision or may refer the question to the Municipal Planning Commission.

DRAFT

16. Parking stalls for persons with physical disabilities shall be in accordance with the "Barrier Free Design Guide".

Table 1 - MINIMUM OFF-STREET PARKING SPACES

PROPOSED USE	PARKING SPACES REQUIRED
Residential, except in the CM-1 District	
Apartments	1.75 per dwelling unit
Senior citizens housing	0.5 per accommodation unit
Secondary Suite	1.0 per secondary suite
All other	2 per dwelling unit
Commercial, except in the CM-1 District	
Retail sales	1 per 45.1 m ² (485 sq. ft.) gross floor area (GFA)*
Service stations and automobile or equipment repair	1 per 45.1 m ² (485 sq. ft.) GFA; minimum 6 stalls per development
Offices, personal and professional services	1 per 60.0 m ² (645 sq. ft.) GFA
Shopping centres	As required by the Development Authority
Restaurants, lounges and taverns	1 per 5 seats or 1 per 12.0 m ² (130 sq. ft.) GFA, whichever is greater, plus 1 space per 2 employees
Food take-out service	10 spaces minimum; additional spaces as required by the Development Authority
Motels	1 per guest room
Hotels	1 per guest room
Drive-in restaurants	As for restaurants, but with a minimum of 10 spaces per development
Auto dealers	1 per 49.7 m ² (535 sq. ft.) of site area
<u>Short-Term Rental Bed & Breakfast</u>	<u>1 per 3 pillows guest room in addition to parking required for the principal use. Parking for all recreation vehicles, utility trailers and ATV trailers associated with the use of a Short-Term Rental or Tourist Home that are disengaged from the towing vehicle shall be accommodated on the subject property and, unless otherwise approved by the Development Authority, shall be located in the rear yard or the side yard. The Development Authority shall not approve any variance to the off-street parking standard for a Short-Term Rental or a Tourist Home.</u>
<u>Tourist Home</u>	<u>1 per 3 pillows with a minimum of 2 rental unit, or if the rental unit is the principal building, then the standard for the dwelling unit in which it is located. Parking for all recreation vehicles, utility trailers and ATV trailers associated with the use of a Short-Term Rental or Tourist Home that are disengaged from the towing vehicle shall be accommodated on the subject property and, unless otherwise approved by the Development Authority, shall be located in the rear yard or the side yard. The Development Authority shall not approve any variance to the off-street parking standard for a Short-Term Rental or a Tourist Home.</u>
Other uses	As required by the Development Authority
Industrial and Storage	

SIGN STANDARDS

1. DEFINITIONS

In addition to the definitions in Schedule 4920 of this bylaw, the following definitions apply to this schedule:

A-Board Sign means a self-supporting A-shaped sign or sandwich board which is set upon the ground and has no external supporting structure.

Abandoned Sign means a sign which no longer advertises or identifies an existing activity, business, owner, product, lessee or service, or a sign for which no legal owner can be found.

Active Electronic Sign means a computerized structure that uses digital technology to provide visual communication in advertising or conveying a message for pedestrian or vehicular traffic where the message is non-fixed (flashing, scrolling, etc.).

Awning means an adjustable or temporary roof-like covering fitted over windows and doors and used for either shelter, advertising or decoration.

Balloon Sign means any inflatable device, used or employed as a sign that is anchored to the ground or to a building.

Banner Sign means a sign made of fabric or other non-rigid material with no enclosing framework.

Billboard means a sign structure within or adjacent to the right-of-way of Highway 3 and that is designed and intended to provide a leasable advertising copy area on both sides in excess of 18.6 m² (200 sq. ft.) per side.

Boulevard means that portion of a public roadway that lies between a curb and the boundary of a lot or parcel.

Business frontage – see “Frontage”.

Canopy means a permanent fixture fitted over windows and doors and used for either shelter advertising or decoration.

Canopy Sign means a sign that is mounted, painted or otherwise attached to an awning, canopy or marquee.

Changeable Copy Sign means a sign on which the copy changes automatically through electronic or mechanical means.

Construction Sign means a temporary sign erected on a site where construction is taking place to identify the construction project and those parties having a role or interest in the construction.

ALTERNATIVE/RENEWABLE ENERGY DEVELOPMENTS

1. DEFINITIONS

In addition to the definitions in Schedule [49-20](#) (Definitions) of this bylaw, the following definitions apply to this Schedule:

Alternative/renewable energy, commercial/industrial means a use that produces energy (and in some cases other marketable by-products depending on the process utilized) fueled in ways that do not use up natural resources or harm the environment. Energy may be derived from natural and/or non-traditional sources (e.g. geothermal, solar, water, tides, waste, etc.) and once produced is sold and distributed off-site (commercially) to the marketplace.

Alternative/renewable energy, individual means a use that produces energy that is generated from an alternative or renewable source and that is generally derived from natural and/or non-traditional sources (e.g. geothermal, solar, water, tides, waste, etc.) and is primarily utilized on-site for the sole consumption of the landowner, resident or occupant.

Anaerobic digester means a facility or system designed to process animal manure, organic or septic waste, and typically converts what used to be waste, into biogas. The biogas can be used to heat water or create electricity, and may also provide a source of organic fertilizer.

Anaerobic digestion is a series of processes in which microorganisms break down biodegradable material in the absence of oxygen. It is used for industrial or domestic purposes to manage waste and/or to release energy.

Biodiesel means a clean burning alternative fuel, produced from domestic, renewable resources, such as soy oil and other feedstocks. Biodiesel is made through a chemical process called transesterification whereby the glycerin is separated from the fat or vegetable oil.

Bioenergy means the energy stored in organic matter to generate electricity. This organic matter can include agricultural residues, animal manure, waste wood, wood chips and bark. Bioenergy can be generated in a variety of ways such as Thermal treatment, Anaerobic digestion, Biofuel or Landfill gas.

Biofuel means a fuel derived from biological raw materials or biomass (recently living organisms or their metabolic byproducts, such as manure from cows). It is a renewable energy source and typically, it is considered a fuel with an 80% minimum content by volume of materials derived from living organisms harvested within ten years preceding its manufacture.

Blade(s) means the part(s) of a WECS system that forms an aerodynamic surface and revolves on contact with the wind.

Blade clearance means the minimum distance from grade to the tip of the blade(s) when that tip is at the bottom of a full 360° revolution and pointed down to the ground.

External parcel boundary means the property boundary for which are outside the footprint of the wind farm and adjacent to the WECS, where adjacent refers to lands that are contiguous in nature and not separated by a municipal road allowance.

Fermentation is the process of extracting energy from the oxidation of organic compounds.

STANDARDS FOR SHORT-TERM RENTAL AND TOURIST HOME

Definitions

Short-Term Rental means the operation of short-term commercial accommodation within a dwelling unit, including a Secondary Suite or a room(s) in or a portion of a dwelling unit for a period not exceeding 28 days, and the owner of the ~~property~~ Short-Term rental development permit is required to occupy ~~occupies~~ the dwelling unit as their primary residence and be present on the premises during all times that the Short-Term rental is occupied by guests. Refer to the definition of Primary Residence.

Tourist Home means the operation of short-term commercial accommodation within a dwelling unit, including a Secondary Suite, or a room(s) in or a portion of a dwelling unit for a period not exceeding 28 days and the owner of the ~~property~~ Tourist Home development permit is not required to occupy the dwelling unit as their primary residence. Refer to the definition of Primary Residence.

Primary Residence means the residence where a person normally resides and has control and management of the property either by ownership or by rental contract pursuant to the Residential Tenancies Act of Alberta.

Standards

1. A Short-Term Rental and a Tourist Home may be allowed only in a land use district where Short-Term Rental and/or Tourist Home are specifically listed as uses – no other uses in any district shall be interpreted to be “similar uses”.
2. The Developmental Authority shall not approve a development permit for both a Short-Term Rental and a Tourist Home on the same property and shall not approve a development permit for more than one Short-Term Rental (with one or more rental units) or more than one Tourist Home on a subject property.
3. A Short-Term Rental may offer for rent more than one rental unit, subject to the maximum occupancy and parking requirements stated below. A Tourist Home shall not offer for rent more than one rental unit and shall comply with the maximum occupancy and parking requirements stated below. The maximum occupancy (defined as “the number of pillows”, which also means “the number of places to sleep”) of a Short-Term Rental and a Tourist Home is nine pillows, subject to the ability to accommodate the off-street parking requirement as stated in Schedule 6. The Development Authority shall not approve any variance to the maximum occupancy standard or the off-street parking standard for a Short-Term Rental or a Tourist Home.
4. The number of rental units in and the maximum occupancy of the Short-Term Rental or Tourist Home shall be stated on the application form and included as a condition of approval in the development permit. The Development Authority may limit the number of rental units and/or the maximum occupancy of a Short-Term Rental or Tourist Home on a case-by-case basis.
5. A recreational vehicle shall not be used as accommodation for the landowner / operator, other residents of the property or for the Short-Term Rental or Tourist Home guests.
6. The Short-Term Rental development permit owner shall provide their personal contact information to the Development Officer. The Tourist Home development permit owner shall provide the name and phone number of a local person (an adult) who can respond to any complaints in person within a 30-minute response time, and who is authorized to act as their representative, to the Development Officer. The owner of the Short-Term Rental operation or the Tourist Home shall be required as a

condition of approval to keep this information up to date throughout the lifetime of the Short-Term Rental or Tourist Home operation and to share this information with the adjacent landowners. The Municipality shall post the contact information on its website (Business License Directory) for public information.

7. The Short-Term Rental or Tourist Home ~~operator/~~owner shall post their development permit number and business license number and the approved number of rental units and the maximum occupancy on all of their advertisements of the rental property as a condition of development permit approval.
8. The off-street parking standards for a Short-Term Rental or Tourist Home shall be in accordance with Schedule 6, Section 8 of this Land Use Bylaw, ~~and the Development Authority shall not approve any variance to the off-street parking standard for a Short-Term Rental or a Tourist Home.~~ For greater clarity of the standard, the parking standard shall be in addition to the parking standard for the principal building or use, except for a Tourist Home that occupies the entire principal building. Parking for all recreation vehicles, utility trailers and ATV trailers associated with the use of a Short-Term Rental or Tourist Home that are disengaged from the towing vehicle shall be accommodated on the subject property and, unless otherwise approved by the Development Authority, shall be located in the rear yard or the side yard.
9. The landowner of the property on which a development permit for a Short-Term Rental or Tourist Home is issued shall be required as a condition of development permit approval to apply for a development permit to install one wall sign or freestanding sign not larger than 0.6m (2ft) by 1.2m (4ft).
10. The operation of a dwelling unit in a residential land use district as a Short-Term Rental or Tourist Home shall not alter or detract from the appearance or use of the subject property as a residential property, or from the general residential character of the immediate neighbourhood.
11. If approved in the Residential R-1 to R-5 land use districts, a Tourist Home development permit shall be issued as a time limited permit. The period of time for which the permit remains valid shall be (a) a maximum of two years or (b) shall coincide with the period of time for which the development permit owner is the ~~property owner or operator~~ of the Tourist Home approved under the development permit, whichever occurs first. The development permit holder may re-apply for a new development permit at the expiry date. In the event that the property is transferred to a third party during the period that a development permit is valid, the development permit shall expire, and a new development permit application would be required to continue the Tourist Home operation. In the event that the occupancy and use of the building changes, the new occupant must apply for an individual development permit to allow their intended use pursuant to the permitted and discretionary uses listed in the applicable land use district.
12. In the Residential R-1 to R-5 districts, the Development Authority may deny a discretionary use development permit application for a Short-Term Rental or Tourist Home, including for the reason that:
 - (a) For the reason that other Short-Term Rentals or Tourist Homes had previously been approved in the immediate neighbourhood and that the addition of another in the same area will unduly interfere with the amenities of the neighbourhood or will materially interfere with or affect the use, enjoyment or value of adjacent private property – for example, as a result of expected additional traffic volume; or
 - (b) Based on ~~a recommended~~ minimum separation distance standard of ~~250400m~~ between Tourist Homes and 100m between Short-Term Rentals. ~~Depending on the merits of each case, the Development Authority may approve a variance of the recommended minimum separation distance. The recommended minimum separation distance does not apply between a Tourist Home and a Short-Term Rental.~~

14. The Development Officer shall maintain an inventory by civic address and/or map of all Short-Term Rental and Tourist Home operations that have been issued a development permit and a business license. This inventory shall inform the Development Authority's decision in the case of discretionary use applications.
15. The Development Officer shall notify the owners of all adjacent properties as well as those within 100 metres (328 ft.) of the subject property on both sides of the street in which the subject property is located of the Development Authority's decision to approve a discretionary use Short-Term Rental or Tourist Home.
16. The operator of a Short-Term Rental or Tourist Home shall be made aware through the issuance of a development permit of their responsibility to comply with federal and provincial legislation (e.g. Alberta Health, Safety Codes Act and Fire Code regulations) and other municipal bylaws [e.g. the Community Standards Bylaw regarding the control of wildlife attractants (e.g. by providing a bear proof garbage receptacle), restrictions on noise, loud music or other disturbances, and the requirement to obtain a business license under the Business License Bylaw].
17. The operator of a Short-Term Rental or a Tourist Home shall make available to their guests a copy of this schedule of the Land Use Bylaw and of the Community Standards Bylaw.
18. Contraventions/violations of this or any other municipal bylaw by the operator of a Short-Term Rental or a Tourist Home or by their guests shall may result in the issuing of fines and penalties pursuant to the Fees Rates and Charges Bylaw to the Landowner. If the Development Authority determines that two violations of this Schedule or any other municipal bylaw (e.g. the Community Standards Bylaw) occurred within 12 consecutive months, the development permit to operate a Short-Term Rental or Tourist Home shall may be revoked at that location for a period of two years before the landowner may re-apply for a development permit.
20. Existing Short-Term Rentals and Tourist Homes that operate without the benefit of a development permit on and subsequently to the date that this bylaw amendment takes effect will have a grace period until January 2023 to bring their operation into compliance.

DEFINITIONS

A

Abattoir means a licensed facility where animals are killed and processed into meat products for human consumption.

Accessory Building or Use means a building or use which is detached from and subordinate, incidental and directly related to the principal building on or use of the property and which does not substantially add to the patronage, volume of traffic, or intensity of the use of the property. An Accessory Building or Use must be located on the same property as the principal building or use and shall not precede the development of the principal building or use unless authorized by a development permit. An Accessory Building includes structures such as flagpoles, swimming pools, propane tanks, satellite dishes, garages, garden sheds, etc.

Addition means adding onto an existing building, provided that there are no structural changes to the existing building, no removal of the roof structure, and no removal of the exterior walls, other than that required to provide an opening for access from, and integration of, the existing building to the portion added thereto and there is a common structural connection from the existing building to the addition that includes a foundation, constructed to the minimum standards outlined in the Alberta Building Code, and a roof.

Adjacent means land that abuts a site and land that would abut if not for a road, lane, walkway, watercourse, utility lot, pipeline right-of-way, power line, railway, or similar feature.

Agriculture, extensive means the production of crops and/or livestock by the expansive cultivation or open grazing of existing titles or proposed parcels usually greater than 64.8 hectares (160 acres) on dryland or 32.4 hectares (80 acres) on irrigated land.

Agriculture, intensive means the concentrated cultivation, operation of cultivation facilities or operation of confinement structures on a parcel of land usually less than 32.4 hectares (80 acres), for the commercial production of specialty crops, produce and/or livestock via special agricultural practices.

Airport means any area of land designed for the landing and taking off of aircraft. Such an operation will include all the facilities required for the housing, administration, management (i.e. control tower) and maintenance of aircraft.

Airport site means the lands licensed as an airport by Transport Canada.

Airstrip, licensed means land licensed as an airstrip as determined by the appropriate federal department.

Airstrip, unlicensed means an unlicensed airport as determined by the appropriate federal department.

Alter or Alteration means any structural change to a building that results in an increase or decrease in the area or the volume of the building; any change in the area frontage, depth, or width of a lot that affects the required yard, landscaped open space, or parking requirements of this bylaw; structural change to a sign;

Attached garage means a building or portion of a building that is used for the storage of motor vehicles, which is attached to the principal building by sharing a common wall with the dwelling, and usually contains an access doorway into the principal building. For the purpose of calculating setbacks and site coverage requirements, an attached garage is deemed to be part of the principal building.

Auction mart means a use of land or buildings for the auctioning and related temporary storage of household effects, goods and equipment, except livestock.

Auditorium means a room, hall or entire building specially designed for stage and film presentations, concerts, recitals, lectures and audio-visual features and activities.

Auto body and paint shop means a premise where the bodies, but not other parts of motor vehicles, are repaired, and where motor vehicle bodies and other metal machines, components or articles may be painted.

Auto repair shop means any building, structure or land used for the repair or maintenance of automobiles, motorcycles, trucks, trailers or similar vehicles including but not limited to muffler shops, auto repair garages, oil change and lubrication, tire service and sales and similar repair and service activities, but excludes dismantling or salvage.

Auto sales and service means an enclosed building within which motor vehicles and parts are displayed for sale, and may include a new or used automobile sales lot, and may also include auto repairs, except for body work and painting.

Auto wreckage and salvage means a facility for the dismantling of motor vehicles and sale of parts to the general public. Such a facility may include a central office and work area.

B

Bakery means a facility where baked products (i.e. bread, buns, cookies, pastries) are prepared, sold and/or distributed.

Balcony means a platform, attached to and projecting from the face of a principal building with or without a supporting structure above the first storey, normally surrounded by a baluster railing and used as an outdoor porch or sundeck with access only from within the building.

Bank means a financial institution for the deposit, custody, loan, exchange or issuance of money.

Basement means any storey of a building of which the ceiling level is less than 1.8 metres (6 ft.) above the average finished surface level of the surrounding ground.

Batch plants – see “Natural resource extractive uses”.

BearSmart means the Alberta BearSmart Program which provides information on how to reduce human-bear conflicts while achieving the goals of keeping people safe, helping bear populations survive and reducing property damage and costs.

Bed and breakfast – see Short-Term Rental means that one or more bedrooms in a Single Family Dwelling, a Duplex, a Semi-Detached Dwelling or a Manufactured Home are operated by the primary occupant of the dwelling unit as short-term commercial accommodation for workers or tourists, and that

home occupation which provides breakfast must be offered as part of the rental and that the rental period, short-term accommodation, generally does not exceeding one week, to the travelling public, tourists or members of the general public. Refer to the definition of Primary Residence.

Berm means a dyke-like form used to separate incompatible areas or functions, or constructed to protect the site or district from vehicular road or other noise.

Boarding house means a building (other than a hotel or motel) containing not more than 15 sleeping rooms where meals or lodging for five or more persons are provided for compensation pursuant to previous arrangements or agreements.

Boat launch means a facility for dispatching of boats and other structures into a body of water.

Bottling plant means an industrial facility where beverages are put in bottles with caps and later transported to various markets for sale.

Bowling alley means an indoor business facility to accommodate several games which balls are rolled down an alley toward a stationary group of objects (i.e. pins).

Brew pub means a licensed establishment where malt beverages (beer, ale, etc.) are brewed, in compliance with applicable provincial laws, for distribution, retail or wholesale. The establishment may include a restaurant, drinking establishment or live entertainment as an accessory use.

Buffer means a row of trees, hedges, shrubs or berm planted or constructed to provide visual screening and separation between uses, buildings, sites or districts.

Buildable area means that portion of a lot or parcel which remains after all setbacks, minimum yard dimensions, separation distances and undevelopable areas have been deducted.

Building has the same meaning as it has in the *Municipal Government Act*.

Building height means the vertical distance between grade and the highest point of a building excluding an elevator housing, a roof stairway entrance, a ventilating fan, a skylight, a steeple, a chimney, a smoke stack, a fire wall or a parapet wall and a flagpole or similar device not structurally essential to the building.

Building inspector means the person or persons appointed by the municipality to be the building inspector in and for the Municipality of Crowsnest Pass.

Building permit means a certificate or document issued by the Safety Codes Officer pursuant to provincial legislation authorizing commencement of construction.

Building supply centre means a commercial retail store where building materials, household accessories and other related goods are stored, offered, or kept for sale and may include outside storage.

Building trades means an individual, contractor or company performing activities connected to the construction industry including but not limited to plumbing, electrical, heating, excavating, roofing, framing, drywalling, painting, masonry and interior and exterior remodelling.

Bulk fertilizer storage and sales means a facility or storage containers used to house and sell fertilizer products to customers.

defined in the *Fisheries Act* (Canada) or the unauthorized release of any substance whether non-point or otherwise that may cause an adverse effect under provisions of the *Environmental Protection and Enhancement Act*.

Porch means a covered platform, usually having a separate roof, at an entrance to a dwelling, or an open or enclosed gallery or room, which is not heated or cooled, that is attached to the outside of a building.

Portable garage means a non-permanent structure designed by virtue of easy assembly and dismantling, commercially constructed of metal or synthetic tube and fabric, plastic or similar materials, and covered with waterproof sheeting, synthetic sheeting or plastic film, which shall meet all the requirements of the *Alberta Safety Codes*.

Portable storage structure means a framework structure made of steel or aluminum and covered by a fabric used to provide outdoor storage for vehicles and/or equipment.

Portable toilet means a prefabricated, enclosed closet used to provide temporary on-site toilet access that is hauled, by a contractor, to a particular location to accommodate a public assembly, a special event or a construction site where no permanent washroom facilities exist or to augment the limited facilities that are present.

Post office means a government approved facility charged with regulating and handling the transmission of mail or parcels in a country.

Primary access means the location and manner of the principal means of vehicular access and egress from a site or building.

Primary farm residence means the dwelling unit located on a farmstead as defined.

Primary Residence means the residence where a person normally resides and has control and management of the property. ~~either by ownership or by rental contract pursuant to the Residential Tenancies Act of Alberta.~~

Principal building means a building which:

- (a) is the main building on a lot;
- (b) by reason of its use, is the primary purpose for which the lot is used; or
- (c) is any building or structure, including a deck, garage or carport, that is attached to the principal building by a roof or a foundation.

Principal use means the main purpose for which a lot, parcel, or building is used or intended to be used.

Printing establishment, commercial means a retail business providing photocopying and/or commercial offset printing and retail services.

Printing establishment, industrial means a facility providing non-retail commercial, industrial printing and publishing services normally using automated, web-type presses or full colour process printing.

Private means the use of land or buildings intended for or restricted to the use of a particular person or group or class of persons which is not freely available to the general public.

Private campground – see “Campground, tourist”.

Shipping container, permanent means a permanently affixed rectangular steel structure originally used to haul merchandise on a sea-worthy vessel to a designated port where the structure is then transported inland by transport truck and/or rail to its point of destination. Shipping containers may also include box cars and other storage structures.

Shipping container, temporary means a temporarily affixed, in accordance with a timeline set out in Schedule 3 or Schedule 15 and/or a timeline set forth in a development permit, rectangular steel structure originally used to haul merchandise on a sea-worthy vessel to a designated port where the structure is then transported inland by transport truck and/or rail to its point of destination. Shipping containers may also include box cars and other storage structures.

Shopping malls means a unified concentration of retail stores and service establishments in a suburban area with generous parking space, usually planned to serve a community or neighbourhood.

Should means that the action is recommended.

Short-Term Rental means the operation of short-term commercial accommodation within a dwelling unit, including a Secondary Suite or a room(s) in or a portion of a dwelling unit for a period not exceeding 28 days, and the owner of the property is required to occupy Short-Term rental development permit occupies the dwelling unit as their primary residence and be present on the premises during all times that the Short-Term rental is occupied by guests. Refer to the definition of Primary Residence.

Show home means use of an unoccupied residential building as a sales office for a builder and/or as a facility to demonstrate a builder's construction quality, design options or methods.

Shrub means a single or multi-stemmed woody plant under 5.0 metres at maturity.

Sign has the same meaning as it has in the sign standards in Schedule 11 of this bylaw.

Similar use means a use which is not specifically considered in a land use district but, in the opinion of the Municipal Planning Commission, is similar in character and purpose to another use that is permitted or discretionary in the land use district in which such use is proposed, the Municipal Planning Commission may:

- (a) rule that the proposed use is either a permitted or discretionary use in the land use district in which it is proposed; and
- (b) direct that a development permit be issued in accordance with this bylaw.

Single family dwelling means a freestanding residential dwelling, other than a manufactured/modular home, not forming part of and not physically attached to any other dwelling or structure.

Site means that part of a parcel or a group of parcels on which a development exists or for which an application for a development permit is being made.

Site coverage means the percentage of the site covered by a building(s) or structure(s). Site coverage is also known as lot coverage.

Ski hill or facilities means a natural elevation of land, slope or trail suitable for the recreational art or sport of sliding, travelling or gliding on skis and may include ancillary uses such as a ski lift, lodge, and maintenance facilities whose purpose is to accommodate the use of such a ski hill in a designated area.

Ski lift means a motor-driven conveyor consisting usually of a series of bars or seats suspended from an overhead moving cable and used for transporting skiers or sightseers up a long slope.

Temporary structure means a structure without any foundation or footings and which is removed when the designated time period, activity or use for which the temporary structure was erected and ceased.

Tenant means a person who rents, leases or sub-leases, through either a written or oral agreement, real property from another individual or entity.

Theatre means a building or structure designed for the showing of motion pictures or to accommodate live performances.

Tourist Home means the operation of short-term commercial accommodation within a dwelling unit, including a Secondary Suite, or a room(s) in or a portion of a dwelling unit for a period not exceeding 28 days and the owner of the property ~~Tourist Home development permit~~ is not required to occupy the dwelling unit as their primary residence. Refer to the definition of Primary Residence.

Tower means a vertical structure used to support, including but not limited to telecommunication, navigational, microwave, power generation, telephone, transmission, cellular or directional devices.

Townhouse means a single building comprised of three or more dwelling units separated from each other by walls extending from foundation to roof, with each dwelling unit having a separate, direct, at grade entrance. This includes all row, linked, patio, garden court or other housing which meet these criteria. A townhouse development may consist of a group of buildings each of which contains three or more dwelling units.

Townhouse, stacked means a multi-family dwelling comprised of three or more dwelling units and constructed such that one or more dwelling units are located totally or partially above another dwelling unit, and each having a separate, direct entrance from grade or a landscaped area. A stacked townhouse development may consist of a group of buildings each of which contains three or more dwelling units.

Transport trailer means a rectangular steel structure mounted on a series of axles and wheels used to haul merchandise while being towed by a transport truck licensed under the *Motor Vehicles Administration Act* or subsequent provincial legislation.

Travel agency means an office or enterprise engaged in the selling, arranging or furnishing of information regarding personal transportation or travel.

Triplex means a single building comprised of three dwelling units, each unit having a separate, direct entrance from grade or a landscaped area.

Truck repair and servicing means a facility for the servicing and repair primarily of licensed motor vehicles with a gross vehicle weight in excess of 4000 kg (8818 lbs.).

Truck stop means a service station which caters to large commercial vehicles such as semi-trailer trucks as well as intermediate-sized vehicles and passenger vehicles. The use "Truck stop" includes an accompanying restaurant or cafe as well as a card lock or key lock motor vehicle fuel dispensing facility. The use may also include general retail sales, vehicle towing services, limited vehicle sales or rentals and similar uses provided that any such uses are clearly accessory uses and incidental to the operation of the truck stop in the opinion of the Development Authority.

Truck transport depot means a centralized area for the parking, loading, unloading, storage or servicing of large commercial trucks engaged in the business of transporting goods and materials to specified destinations.

Truck wash – see "Car wash".

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1103, 2021
LAND USE BYLAW AMENDMENT – REGULATION OF TOURIST HOMES

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 868, 2013, being the municipal Land Use Bylaw, in accordance with section 692 of the Municipal Government Act, Chapter M26, Revised Statutes of Alberta 2000, as amended.

WHEREAS the Council of the Municipality of Crowsnest Pass determines it prudent to regulate Short-Term Rentals and Tourist Homes, it wishes to amend the Land Use Bylaw as shown in Schedule “A” attached hereto and forming part of this bylaw, as follows:

1. Introduce Short-Term Rental and Tourist Home into specific land use districts, either as permitted or discretionary uses.
2. Revise Schedule 3 to delete the exemption of Tourist Home from the requirement to obtain a development permit.
3. Provide for parking requirements for Short-term Rental and Tourist Home.
4. Add a new Schedule 19 to provide standards for Short-Term Rental and Tourist Home, including a recommended minimum separation distance between Tourist Homes and between Short-Term rentals respectively.
5. Add a new definition of Short-Term Rental.
6. Delete the definition of Bed and Breakfast.
7. Add a new definition of Tourist Home.
8. Add a new definition of Primary Residence.
9. Housekeeping amendments.

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. Replace the existing sections of the Land Use Bylaw with the revised sections of the Land Use Bylaw as identified in Schedule “A” attached hereto and forming part of this bylaw.
2. Bylaw No. 868, 2013 is hereby amended.
3. This bylaw shall come into effect upon third and final reading hereof however, enforcement of this bylaw shall be stayed until December 31, 2022, to allow sufficient time for affected parties to bring their properties not compliance.

READ a **first** time in council this 14th day of December 2021.

A public hearing was advertised and held on January 25, 2022.

A second public hearing for a revised bylaw was advertised and held on May 3, 2022.

READ a **second** time in council this _____ day of _____ 2022.

READ a **third and final** time in council this _____ day of _____ 2022.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

DRAFT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 7.b

Subject: Bylaw 1114, 2022- Land Use Bylaw Amendment- Redistrict the land legally described as Lots 3 & 4 Block 8, Plan 3319I from Residential R-1 to Retail Commercial C-1 - Second and Third Reading

Recommendation: That Council gives second and third reading of Bylaw 1114, 2022- LUB Redistricting Residential R-1 to Retail Commercial C-1.

Executive Summary:

The proposed bylaw involves the re-districting of Lots 3 & 4, Block 8, Plan 3319I, from Residential – R-1 to Retail Commercial C-1 for the purpose of *"Apartment Dwelling in conjunction with ground floor commercial or office use"*.

Relevant Council Direction, Policy or Bylaws:

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

Land Use Bylaw No. 868-2013

Municipal Development Plan Bylaw No. 1059, 2020

Discussion:

On May 03, 2022 Council approved First Reading. Public hearing was scheduled for June 07, 2022.

The proposed re-districting is part of a development permit application for main floor "Office" or Retail Store" with "Apartment Dwellings" above the commercial space and in the rear of the lot.

The parcels to the east are in the Retail Commercial district and the proposed site plan includes the development of these lots. Lots 7-10 north of the existing building (Old Courthouse) was issued a permit under DP2022-007 for an "Apartment Dwelling in conjunction with ground floor of commercial or office use".

The proposed development is along main Street in Blairmore, which the Municipal Development Plan

(MDP) identifies as the Downtown corridor. Section 1.3.4 of the MDP identifies mixed-use buildings as being, *"critical to the success of downtown areas and should be promoted to provide alternative housing, increase densities and to help enliven downtown districts. Residential use shall not be permitted below the second storey of a commercial building except where accommodated in the rear of the building."*

Analysis of Alternatives:

1. Following the Public Hearing, Council may consider Second and Third Reading of Bylaw 1114, 2022.
2. If additional information is required by Council and/or amendments to the Bylaws are proposed by Council prior to Second Reading, Council may postpone Second Reading of Bylaw 1114, 2022 and provide further direction to Administration. Substantial changes to the Bylaw will require Council to hold a second Public Hearing prior to considering the Bylaw 1114, 2022 for Second and Third reading.
3. Council may defeat Bylaw 1114, 2022.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1114, 2021 - CNP LUB 868, 2013 Lots 3 and 4, Block 8, Plan 3319I rezoning \(April 2022\).docx](#)

[Crowsnest Pass - Plan 3319I, Bylaw 1114, 2022-LUD Redesign.pdf](#)

[Site Plan.pdf](#)

[20220403-TYPE2_concept.pdf](#)

[20220403-TYPE4_concept.pdf](#)

[20220403-TYPE3_concept.pdf](#)

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1114, 2022

LAND USE BYLAW AMENDMENT – Redesignate Lots 3 and 4, Block 8, Plan 3319I

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 868, 2013, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as Lots 3 and 4, Block 8, Plan 3319I, within NE¼ 35-7-4-W5M containing ±0.05 ha (0.13 acres), as shown on Schedule 'A', from "Residential – R-1" to "Commercial – C-1".

AND WHEREAS 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 "Commercial – C-1" 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 redesignate the lands legally described as Lots 3 and 4, Block 8, Plan 3319I, within NE¼ 35-7-4-W5M containing ±0.05 ha (0.13 acres), as shown on Schedule 'A', from "Residential – R-1" to "Commercial – C-1".
2. Bylaw No. 868, 2013, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

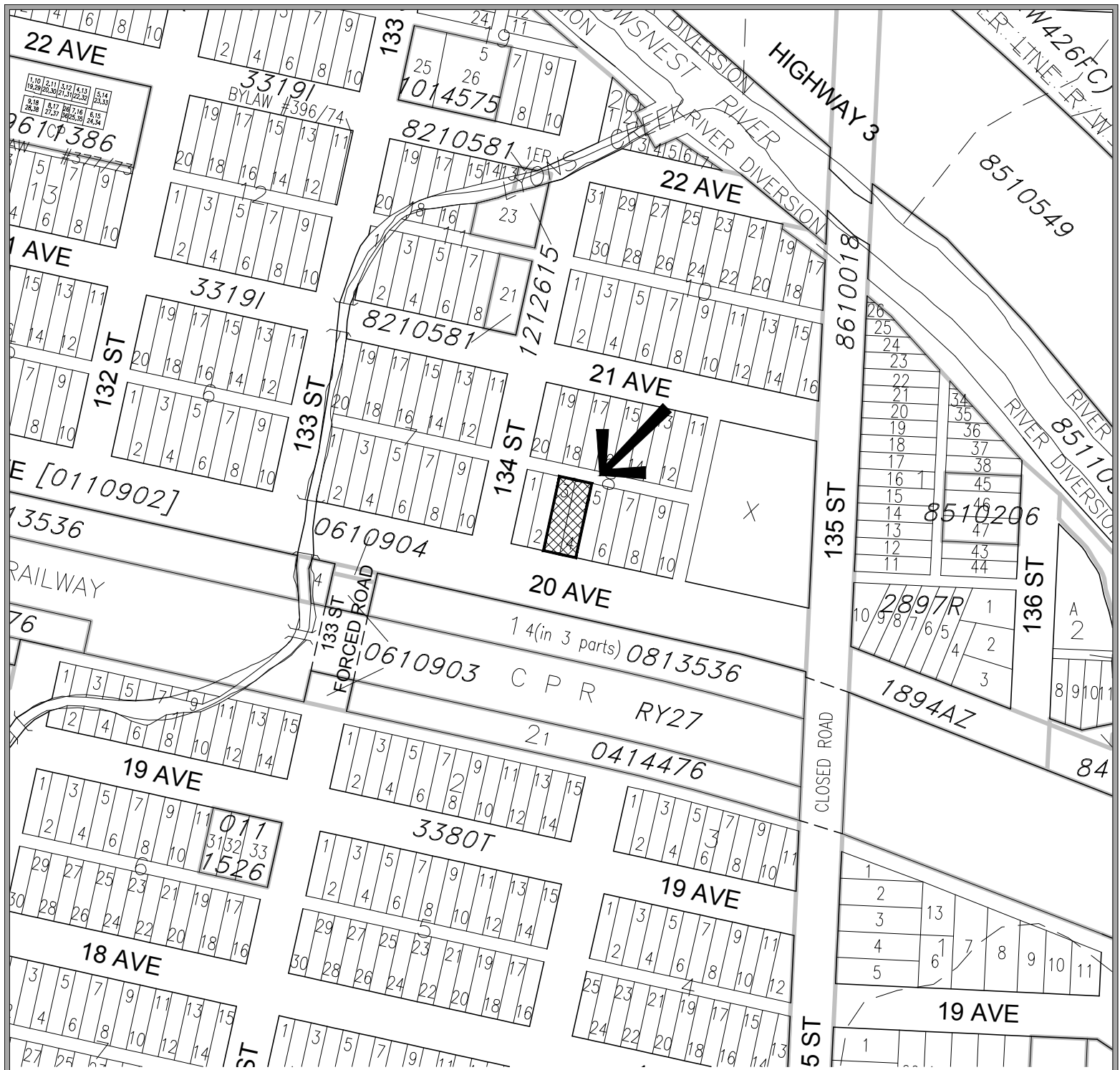
READ a **first** time in council this _____ day of _____ 2022.

READ a **second** time in council this _____ day of _____ 2022.

READ a **third and final** time in council this _____ day of _____ 2022.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: RESIDENTIAL R-1
TO: COMMERCIAL C-1

LOTS 3 AND 4, BLOCK 8, PLAN 33191
WITHIN NE 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: CROWNSNEST PASS (BLAIRMORE)
DATE: APRIL 12, 2022

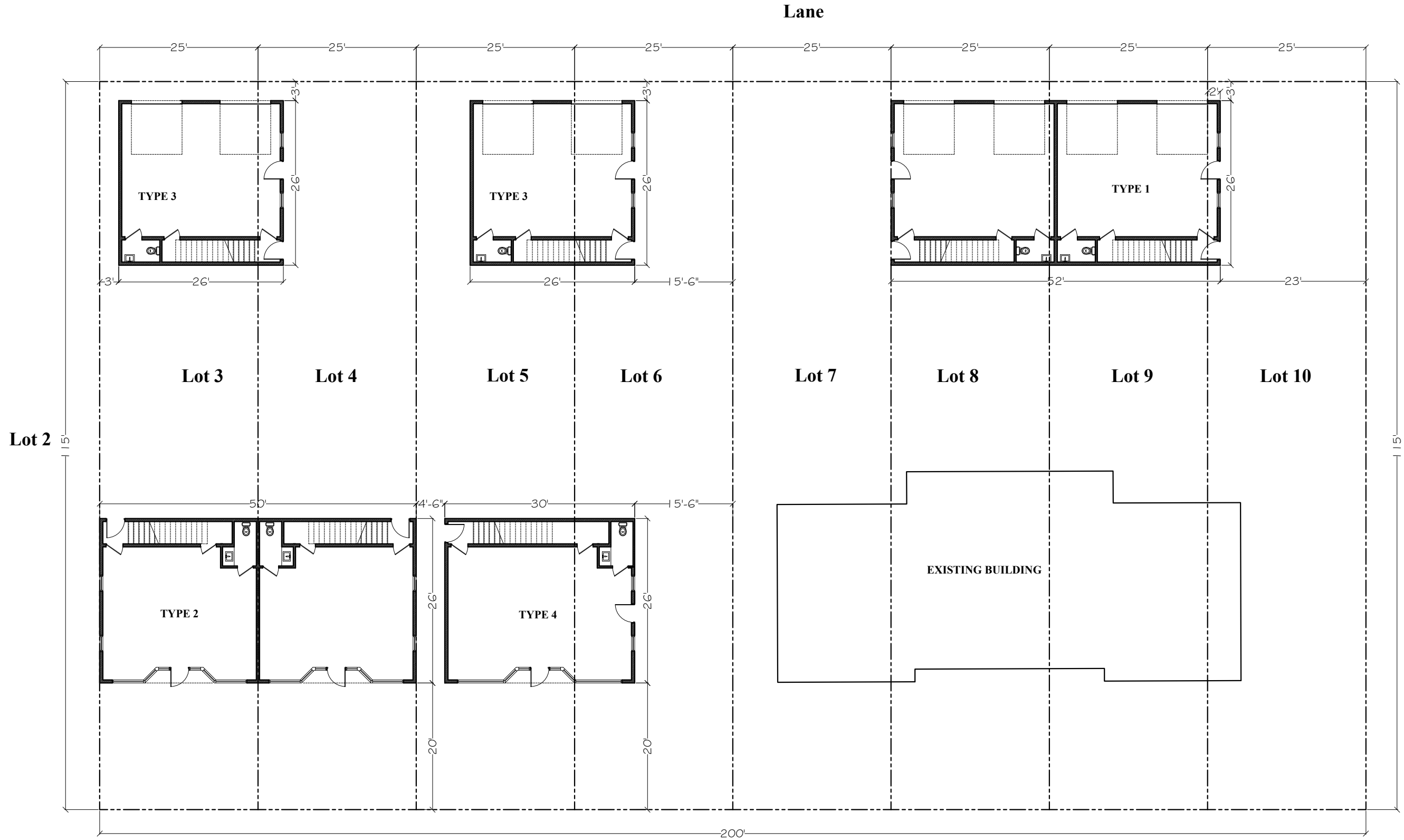
Bylaw #: 1114, 2022
Date: _____



0 Metres 50 100 150 200



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"

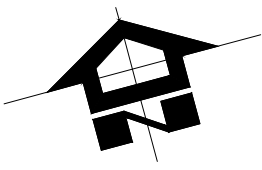


1 **Site Plan** (Proposed)
A-1.0 Scale: 1/16"=1'-0"

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Address :
20th Avenue
Blairmore, AB
Project Designer:
Sara Karimi avval

Greenmore Corporation



RENOCAL
Tel: 403-971-8177
calgary.renov@gmail.com

Lot 5 to 10, Block 8, Plan3319 I

Drawing :
Site Plan, Proposed
Scale :
1/16"=1'-0"
Designed By :
SK
Drawn By :
SK
Checked By :
SK

Date :
03-April-2022
File No.
22-115-20220403-A1.0
Sheet :

****Note****
Window Spec's To be confirmed by Owner/Contractor Prior to Ordering
To Ensure Proper Venting And Egress.

****Note****
Provide Proper Slope to Allow Drainage Away From Residence

****Note****
Contractor To Confirm Dim. Prior To Const.



Project Designer:
Sara Karimi avval

Greenmore Corporation

TYPE 2

RENOCAL

Tel: 403-971-8177
calgary.renov@gmail.com

Lot 5 to 10, Block 8, Plan3319 I

Drawing :
South Elevation, Proposed

Scale :
3/16"=1'-0"

Designed By :
SK

Drawn By :
SK

Checked By :
SK

Date :

Windows & Doors
 Rough Terrain- Class R- PG25, 1200 Pa
 Design Pressure, 260 Pa Water Resistance,
 A2 Air, U-Value (Doors & Windows) Max. 1.6

****Note****
 Window Specs To be confirmed by Owner/Contractor Prior to Ordering
 To Ensure Proper Venting And Egress.

****Note****
 Provide Proper Slope to Allow Drainage Away From Residence

****Note****
 Contractor To Confirm Dim. Prior To Const.



1 South Elevation (Proposed)
 A-3.0 Scale: 3/16"=1'-0"

Address :

20th Avenue
 Blairmore, AB

Project Designer:

Sara Karimi avval

Greenmore Corporation

TYPE 4

RENOCAL

Tel: 403-971-8177
 calgary.renov@gmail.com

Lot 5 to 10, Block 8, Plan3319 I

Drawing :

South Elevation, Proposed

Scale :

3/16"=1'-0"

Designed By :

SK

Drawn By :

SK

Checked By :

SK

Date :

03-April-2022

File No.

22-115-20220403-A3.0

Sheet :

A-3.0

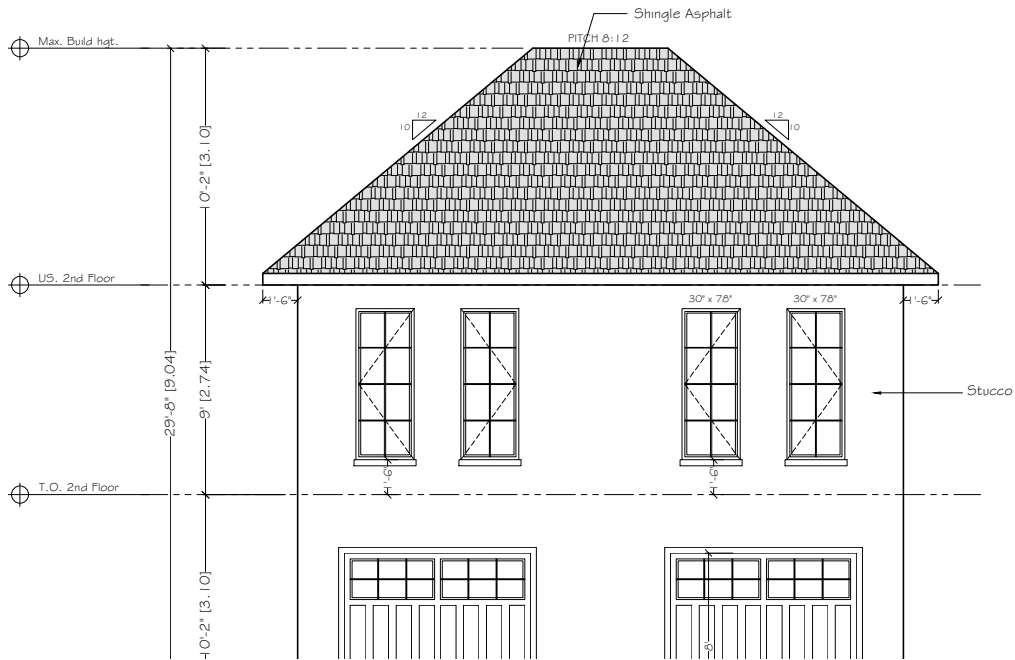
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Rough Terrain- Class R- PG25, 1200 Pa
Design Pressure, 260 Pa Water Resistance,
A2 Air, U-Value (Doors & Windows) Max. 1.6

**** Note****
Window Specs To be confirmed by Owner/Contractor Prior to Ordering
To Ensure Proper Venting And Egress.

****Note****
Provide Proper Slope to Allow Drainage Away From Residence

****Note****
Contractor To Confirm Dim. Prior To Const.



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Blairmore, AB

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TYPE 3

RENOCAL

Tel: 403-971-8177
calgary.renov@gmail.com

Lot 5 to 10, Block 8, Plan3319 I

Drawing :
North Elevation, Proposed
Scale :

3/16"=1'-0"

Designed By :

SK

Drawn By :

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Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 7.c

Subject: Bylaw 1118, 2022 Road Closure Bylaw - First Reading

Recommendation: That Council give first reading to bylaw 1118, 2022 and provide for a public hearing to be held July 5, 2022.

Executive Summary:

This bylaw will allow for a road closure of an Unnamed Road and consolidate it with the adjacent title Plan 9111786 Block 2 Lot 4 and straighten the road allowance.

Relevant Council Direction, Policy or Bylaws:

Section 22 of the Municipal Government Act
Motion 18-2022-03-22

Discussion:

The applicants own an acreage in York Creek Estates. At the rear of their acreage is a part of a cul-de-sac (Unnamed Road) that was surveyed out at the time of subdivision, but was never constructed because the road went straight through to the north. The applicant wishes to close it as a road allowance and consolidate it with their existing title Plan 9111786 Block 2 Lot 4.

The applicants are aware of all of the costs associated with this project. The area required is estimated to be 13,000 sf (more or less) and is of no use to the Municipality. The applicants are proposing to plant some trees on the land and possibly add a second approach to their property from York Creek Drive.

Once a public hearing has been held, the proposed bylaw will be forwarded to the Minister of Transportation for approval, before it comes back to Council for consideration of second and third readings. After the final closure of the road portion, a new certificate of title will be issued by the Land Titles Office, which the applicant then has to consolidate with their property through a subdivision application. The closed road portion will also be redistricted to the GCR-1 District through a separate bylaw.

Analysis of Alternatives:

1. Council may proceed with first reading of Bylaw 1118, 2022, and schedule a public hearing for future date.
2. Council may defer first reading of Bylaw 1118, 2022 and outline what additional information they would like to see with reconsideration

Financial Impacts:

If the application proceeds the Municipality would receive \$9,100 plus GST.

Attachments:

[FORMATTED CNP Road Closure Bylaw No. 1118, 2022.docx](#)

[Crowsnest Pass - Plan 9111786, Bylaw 1118, 2022 - Road Closure-1-5000.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1118, 2022
ROAD CLOSURE BYLAW

BEING a bylaw of the Municipality of Crowsnest Pass for the purpose of closing to public travel and creating title to and disposing of portions of a public roadway in accordance with section 22 of the Municipal Government Act, chapter m26, Revised Statutes of Alberta 2000, as amended.

WHEREAS the lands hereafter described are no longer required for public travel,

AND WHEREAS application has been made to Council to have the roadway closed, and

AND WHEREAS the Council of the Municipality of Crowsnest Pass deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same, and

AND WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

AND WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw

NOW THEREFORE be it resolved that the Council of the Municipality of Crowsnest Pass in the Province of Alberta does hereby close to public travel and creating title to and disposing of the following described roadway, subject to rights of access granted by other legislation:

PLAN 9111786

THAT PORTION OF UNNAMED ROAD FORMING PART OF LOT 16, BLOCK 2, PLAN _____
CONTAINING 0.13 HECTARES (0.32 ACRES) MORE OR LESS

As illustrated in Schedule 'A', attached to, and forming part of this bylaw.

READ a **first** time in council this _____ day of _____ 2022.

APPROVED this _____ day of _____ 2022.

Minister of Transportation

READ a **second** time in council this _____ day of _____ 2022.

READ a **third and final** time in council this _____ day of _____ 2022.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

DRAFT

PROPOSED ROAD CLOSURE SCHEDULE 'A'



PLAN 9111786

THAT PORTION OF UNNAMED ROAD FORMING PART OF LOT 16, BLOCK 2,

PLAN CONTAINING 0.13 HECTARES (0.32 ACRES) MORE OR LESS

WITHIN SW 1/4 SEC 3, TWP 8, RGE 4, W 5 M

MUNICIPALITY: CROWSNEST PASS

DATE: MAY 3, 2022

Bylaw #: 118, 2022

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: June 7, 2022

Agenda #: 7.d

Subject: Snowmaking Expansion Project Funding Update

Recommendation: That Council moves to not proceed with the project at this time due to limited funding.

Executive Summary:

In Budget 2022, Council approved the Snowmaking Upgrade project for \$1,800,000 to extend snowmaking onto the East Side of the Ski Hill, provided there was \$1,000,000 in funding acquired through the Tourism Relief Fund and Travel Alberta. However, neither funding has come through.

Relevant Council Direction, Policy or Bylaws:

- Budget 2022

Discussion:

The Snowmaking Upgrade project, projected to be \$1,800,000 to upgrade pumps and add a snowmaking line along Angel/Easy Street, was contingent on \$1,000,000 in grant funding from the Tourism Relief Fund as well as Travel Alberta. Neither grant was able to fund this project, as both were looking for new purchasable experiences that are not in competition with other operations locally.

There is still potential to receive \$100,000 from the Tourism Relief Fund, however, there is nothing available from Travel Alberta for this project.

It is recommended to not go through with this project due to the funding cost.

Analysis of Alternatives:

1. Council can choose to not go ahead with the project as proposed and withdraw the Tourism Relief Fund application.
2. Council can choose to fully fund the project at the presented budget cost of \$1,800,000.
3. Council can also choose to potentially proceed with a re-application to the Tourism Relief Fund for funds to upgrade our terrain park. We would be eligible for up to 50% of the cost of the project, with a total contribution not exceeding \$100,000.

Financial Impacts:

Financial impacts vary depending on route taken.

Attachments:



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 7.e

Subject: Crowsnest Forest Products Volunteer Public Advisory Committee

Recommendation: That Council considers appointing a member of Council to sit as a volunteer member of the Public Advisory Committee to provide forest management plan input.

Executive Summary:

Crowsnest Forest Products (CFP) is looking for a representative from the Municipality to be a member of their volunteer Public Advisory Committee (PAC). The multi-stakeholder committee will be meeting about twice a year, for the next 2.5 years to provide forest management plan input and advice concerning public communications.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

An email was received from Jason Mogilefsky of Spray Lakes Sawmills inviting a member of the Municipality to sit on a public advisory committee. The multi-stakeholder committee will be meeting about twice a year, for the next 2.5 years to provide forest management plan input and advice concerning public communications.

Analysis of Alternatives:

- Council could choose to appoint an Administrative staff member to represent the Municipality on the committee.

Financial Impacts:

n/a

Attachments:



Municipality of Crowsnest Pass Request for Decision

Meeting Date: June 7, 2022

Agenda #: 7.f

Subject: Motion 11-2022-02-08 - Miners' Path Pedestrian Bridge Inspection - Report Back

Recommendation: That Council accepts for information the inspection report on the Miners' Path Pedestrian Bridge (south) dated May 25, 2022.

Executive Summary:

The requested inspection has been completed and the bridge appears to be in fair condition.

Relevant Council Direction, Policy or Bylaws:

On February 08, 2022, Councillor Girhiny moved that Council accept the Heather Davis Parks and Recreation Advisory Committee Letter of Request for Bridges in Flumerfelt & Miners Path of January 31, 2022 as information and requested an advisement of completion by Administration.

Discussion:

The inspection report and photographs are attached for Council's information.

Analysis of Alternatives:

No further action is recommended.

Financial Impacts:

N/A

Attachments:

[Flumerfelt Park - Miner's Path - inspect pedestrian bridge.pdf](#)