



**Municipality of Crowsnest Pass**  
**AGENDA**  
**Regular Council Meeting**  
**Council Chambers at the Municipal Office**  
**8502 - 19 Avenue, Crowsnest Pass, Alberta**  
**Tuesday, February 14, 2023 at 1:00 PM**

**1. CALL TO ORDER**

**2. ADOPTION OF AGENDA**

**3. CONSENT AGENDA**

- 3.a Minutes of the Municipal Planning Commission of November 23, 2022
- 3.b Crowsnest Pass Senior Housing Board - Requisition Request Letter of January 24, 2023
- 3.c Alberta SW Board Minutes of December 7, 2023 and February Bulletin
- 3.d Crowsnest Pass Golf Club - Request for Water Utility Data of February 3, 2023

**4. ADOPTION OF MINUTES**

- 4.a Minutes of the Council Meeting of February 7, 2023

**5. PUBLIC HEARINGS**

**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 Dave Baines, NWP Coal - Update on the Regulatory Process for the NWP Crown Mountain Coking Coal Project
- 6.b Jas Schmirler, International Coordinator for Livingstone Range School Division - LRSD International Student Program

**7. REQUESTS FOR DECISION**

- 7.a Bylaw 1141, 2023 - Land Use Bylaw Amendment- Redesignate Pt SW9-8-5-W5M South of Roadway Plan 4226B from Non-Urban Area NUA-1 to Non-Urban Commercial Recreation NUCR-1 - *First reading*
- 7.b Service Areas Update
- 7.c Credit Card Surcharges

**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**

10.a Highway 3 Twinning Discussion - Mayor Painter

10.b Solid Wastes Method of Collection - Mayor Painter

10.c Doug Dalton - Business License Category Concern Correspondence - Mayor Painter

**11. IN CAMERA**

11.a Local Public Body Confidences - Ad Hoc Committee Meetings - FOIP Act Section 23

11.b Economic Interests of the Public Body - Land Sales Application - FOIP Act Section 25

**12. ADJOURNMENT**



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 3.a

**Subject:** Minutes of the Municipal Planning Commission of November 23, 2022

**Recommendation:** That Council accept the Minutes of the Municipal Planning Commission of November 23, 2022 as information.

**Executive Summary:**

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

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

The Municipal Planning Commission provides their minutes to keep Council apprised of exceptional development activities.

**Analysis of Alternatives:**

n/a

**Financial Impacts:**

n/a

**Attachments:**

[2022 11 23 MPC Minutes Approved.pdf](#)

MUNICIPALITY OF CROWSNEST PASS  
MUNICIPAL PLANNING COMMISSION MINUTES  
WEDNESDAY, November 23, 2022

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**PRESENT:** Justin Ames, Chair  
Gaston Aubin, Vice Chair  
Kevin Bergeron, Member  
Don Montalbetti, Member  
Dave Filipuzzi, Member  
Dean Ward, Member

**ADMINISTRATIVE:** Katherine Mertz, Development Officer  
Johan Van Der Bank, Manager of Development & Trades  
Sasha Lassey, Assistant Development Officer

**ABSENT:** Kim Kozak, Development Officer

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**1. CALL TO ORDER & BOARD INTRODUCTIONS**

Meeting called to order at 2:00 p.m.

**1.1 Election of Chair and Vice Chair**

***MOTION*** by Dean Ward to nominate Justin Ames for Chair:

*Justin Ames accepted the nomination. No further nominations were received. Justin Ames appointed as Chair by acclamation.*

**CARRIED**

***MOTION*** by Dean Ward to nominate Gaston Aubin for Vice Chair:

*Gaston Aubin accepted the nomination. No further nominations were received. Gaston Aubin appointed as Vice Chair by acclamation.*

**CARRIED**

**2. ADOPTION OF AGENDA**

**2.1 Additions/Deletions**

***MOTION*** by Dean Ward to adopt the agenda of November 23, 2022, amended to include items:

6.4 2022-179

6.7 2022-181

**CARRIED**



MUNICIPALITY OF CROWSNEST PASS  
MUNICIPAL PLANNING COMMISSION MINUTES  
WEDNESDAY, November 23, 2022

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3. **CONSENT AGENDA**

4. **ADOPTION OF MINUTES**

***MOTION** by Dave Filipuzzi to adopt the minutes of October 26 , 2022, as presented.*

**CARRIED**

5. **SUBDIVISION APPLICATIONS**

6. **DEVELOPMENT PERMIT APPLICATIONS**

6.1 **DP2022-148 – 11218 – 21 Avenue, Blairmore (Lot 2, Block 22 Plan 9312518)**

***MOTION** by : Gaston Aubin:*

Approve DP2022-148 for an “Auto Repair Shop” (Discretionary Use), placement of “Four Shipping Containers” (Discretionary Use), “Outdoor Storage, Parking, and Fencing”, with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

6.2 **DP2022-169 – 20638 – 24 Avenue, Bellevue (Lot 16, Block 14, Plan 6828EO)**

***MOTION** by Dave Filipuzzi:*

Approve DP2022-169 for two “Accessory Buildings” (Detached Garage 59.28m<sup>2</sup> and Shed 6.05m<sup>2</sup>) (Permitted Use), with variances to front and side yard setbacks, with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

6.3 **DP2022-176 – 8129 – 20 Avenue, Coleman (Lot 8, Block 5, Plan 6808CU)**

***MOTION** by Dean Ward:*

Approve DP2022-176 to “Demolish Garage” and “Attach a 19.10m<sup>2</sup> Carport to a Single-Family Dwelling), (Permitted Use), with a variance of the east side yard setback by 89%, with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

6.4 **DP2022-178 & DP2022-179 – 2018 - 9 Street, Coleman (The North portion of SE 7;8;5;W5M)**

***MOTION** by Kevin Bergeron:*

MUNICIPALITY OF CROWSNEST PASS  
MUNICIPAL PLANNING COMMISSION MINUTES  
WEDNESDAY, November 23, 2022

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Approve DP2022-178 and DP2022-179 for "Resource Processing Plant/Activity" (Two Stockpiles) (Discretionary Use), with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**6.5 DP2022-183 – 20801 – 21 Avenue, Bellevue (Lot 8, Block 15, Plan 643)**

**MOTION** by Dean Ward:

Approve DP2022-183 for a "Home Occupation – Class 2" – Dog Grooming (Discretionary Use), with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**6.6 DP2022-187 – 2462 – 213 Street, Bellevue (Lot 16, Block 1, Plan 6099AQ)**

**Motion** by Gaston Aubin:

Approve DP2022-187 to operate a "Fitness Centre" (Yoga Studio with an associated retail area) (Discretionary Use) in an existing building, with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**6.7 DP2022-181 – 8341 – 20 Avenue, Coleman (Lot 26, Block 14, Plan 04101851)**

**MOTION** by Dave Filipuzzi:

Approve DP2022-181 to operate "Cannabis Retail Sales" (Permitted Use), with a variance to the parking, with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**7. BYLAW AMENDMENTS**

**7.1** Bylaw 1131,2022 – Schedule "A"

**7.2** Bylaw 1135,2022 – Schedule "A"

**MOTION** by Dean Ward to accept Bylaw 1131, 2022 and 1135, 2022 as information:

**CARRIED**



MUNICIPALITY OF CROWSNEST PASS  
MUNICIPAL PLANNING COMMISSION MINUTES  
WEDNESDAY, November 23, 2022

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**8. APPEALS**

**8.1 DP2022-ST052** – Residential R-1 – 7457 – 18 Avenue, Coleman – Lots 11 & 12, Block 22, Plan 820L.

**Residential R-1** - For the Operation of a "Tourist Home" (Discretionary Use)

**8.2 DP2022-ST019** – 8122 – 26 Avenue, Coleman – Lot 5, Block 8A, Plan 8211078

**Residential R-1** – For the Operation of a "Tourist Home" (Discretionary Use)

***MOTION** by Dean Ward to accept discussion on appeals for information:*

**CARRIED**

**9. NEXT MEETING**

**9.1** Wednesday December 21, 2022, at 2:00 p.m. in Council Chambers.


**10. IN CAMERA**

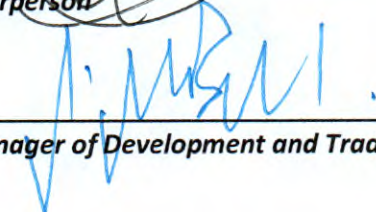
**11. ADJOURN**

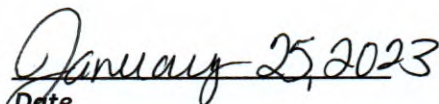
***MOTION** by Dave Filipuzzi to adjourn the meeting at 3:18 p.m.*

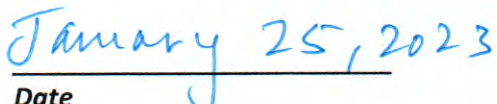
**CARRIED**

**Approved By:**

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Manager of Development and Trades

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 3.b

**Subject:** Crowsnest Pass Senior Housing Board - Requisition Request Letter of January 24, 2023

**Recommendation:** That Council accept the letter from the Crowsnest Pass Senior Housing Board and include the requisition as part of the mill rate bylaw for 2023.

**Executive Summary:**

Correspondence received is provided to Mayor and Council at the subsequent meeting for their information and consideration.

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

The Crowsnest Pass Senior Housing Board Chairperson has provided a letter to Council to formally request an additional \$150,000 towards the CPSH Operating Reserve. Administration will account for this increase in preparation for the 2023 Property Tax Rate Bylaw that will be coming to Council likely in March of this year.

**Analysis of Alternatives:**

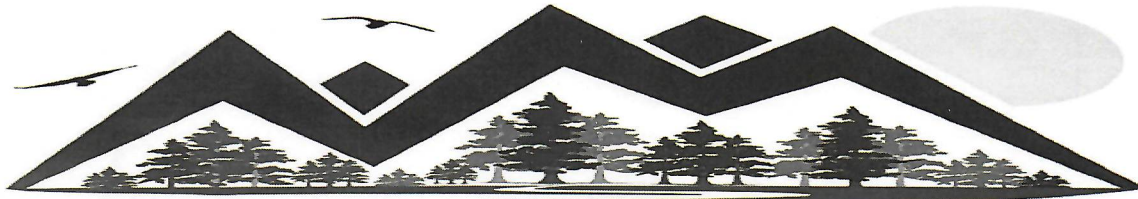
n/a

**Financial Impacts:**

n/a

**Attachments:**

[2023 02 01 - CPSH - Requisition Request \\$150,000.pdf](#)

**CROWSNEST PASS SENIOR HOUSING****RECEIVED****FEB 01 2023****MUNICIPALITY OF  
CROWSNEST PASS**

January 24, 2023

Municipality of Crowsnest Pass

Attention: Mayor and Councillors

P.O. Box 600

Blairmore, AB T0K 0E0

RE: Operating Reserve 2023 Requisition – Crowsnest Pass Senior Housing

Dear Mayor and Councillors,

On behalf of the Crowsnest Pass Senior Housing Board of Directors, we hereby respectfully request a requisition in the amount of \$150,000.00 from the Municipality of Crowsnest Pass towards the Crowsnest Pass Senior Housing Operating Reserve for 2023.

We would like to acknowledge receipt of the 2023 Operating Grant in the amount of \$440,929.00 and share our appreciation in supporting the Crowsnest Pass Senior Housing.

Sincerely,

Debi Ruzek

Board Chair

c.c. Crowsnest Pass Senior Housing Board of Directors



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 3.c

**Subject:** Alberta SW Board Minutes of December 7, 2023 and February Bulletin

**Recommendation:** That Council accept the Alberta SW Board Minutes of December 7, 2023 and February Bulletin as information.

**Executive Summary:**

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

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

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

**Analysis of Alternatives:**

n/a

**Financial Impacts:**

n/a

**Attachments:**

[2022 AlbertaSW Board Minutes 12-07 approved plus Exec Dir Report.pdf](#)

**Alberta SouthWest Regional Alliance**  
**Minutes of the Board of Directors Meeting**  
Wednesday, December 7, 2022-Heritage Inn, Pincher Creek



**Board Representatives**

Brent Feyter, Fort Macleod  
Brad Schlossberger, Claresholm  
Barbara Burnett, Cowley  
Sahra Nodge, Pincher Creek  
Cam Francis, Cardston County  
Blair Painter, Crowsnest Pass

John Van Driesten, MD Willow Creek  
Victor Czop, Nanton (alt)  
Rick Lemire, MD Pincher Creek  
Keith Robinson, Waterton  
Ron Davis, MD Ranchland  
**Resource Staff and Guests**  
Bev Thornton, AlbertaSW

- 1    Call to Order/  
     Election of Executive Officers  
  
     Bev Thornton, Executive Director called the meeting to order.  
     Executive Director called for nominations for the position of Chair.  
     John Van Driesten nominated Brent Feyter.  
     Rick Lemire moved THAT nominations cease.  
     **Carried.** [2022-12-824]  
     Brent Feyter named Chair for 2022-2023.  
  
     The Chair called for nominations for the position of Vice-Chair.  
     Blair Painter nominated Brad Schlossberger.  
     Cam Francis moved THAT nominations cease.  
     **Carried.** [2022-12-825]  
     Brad Schlossberger named Vice Chair for 2022-2023.  
  
     The Chair called for nominations for position of Secretary-Treasurer.  
     Brad Schlossberger nominated Sahra Nodge.  
     Blair Painter moved THAT nominations cease.  
     **Carried.** [2022-12-826]  
     Sahra Nodge named Secretary Treasurer 2022-2023.
- 2    Signing Authority 2022-2023  
  
     Moved by Cam Francis THAT Barbara Burnett be named Designated Signing Authority.  
     Carried. [2022-12-827]  
  
     Moved by Brad Schlossberger THAT Signing Authorities 2022-2023 will be Brent Feyter, Brad Schlossberger, Sahra Nodge and Barbara Burnett.  
     **Carried.** [2022-12-828]
- 3    Approval of Agenda  
  
     Moved by Blair Painter THAT the agenda be approved as presented.  
     **Carried.** [2022-12-829]
- 4    Approval of Minutes  
  
     Moved by Sahra Nodge THAT the Minutes of November 2, 2022, be approved as presented.  
     **Carried.** [2022-12-829]
- 5    Approval of Cheque Register  
  
     Moved by John Van Driesten THAT cheques #3133 to #3148 be approved as presented.  
     **Carried.** [2022-12-830]



6	50 cent report: the first 2 quarters	The Board reviewed expenditures, to date, progress on projects and projected commitments for 2022-2023. Moved by Sahra Nodge THAT the report be accepted as information. <b>Carried.</b> [2022-12-831]
7	Economic Development 101 for Elected Officials	Economic Developers Alberta (EDA) offers this one-day condensed training event designed specifically for community leaders. Suggested date: Friday, February 10, 2023, in Fort Macleod. Bev will follow up and confirm arrangements.
8	EDA Annual Conference and Leadership Summit	This event will be April 12-14, 2023, in Kananaskis. By consensus, AlbertaSW can support registration fees for up to 5 Directors. Advise Bev if you plan to attend.
9	Global Affairs Canada and Invest Alberta update	Global Affairs Canada Trade Commissioner to Denmark met with industry and organizations. Invest Alberta is focusing on rural opportunities and visited the region to introduce staff who will be in their new European office.
10	Housing	The Board reviewed ideas about a strategy to attract builders to projects in our communities. Bev will follow up with BILD and other suggestions.
11	Executive Director Report	Moved by Rick Lemire THAT the report be accepted as information. <b>Carried.</b> [2022-12-832]
12	Round table	Presented as information.
13	Upcoming Board Meeting	➤ Wednesday, January 4, 2023-NO MEETING ➤ Wednesday February 1, 2023-Cardston County
14	Adjourn	Moved by Ron Davis THAT the meeting be adjourned. <b>Carried.</b> [2022-12-834] <b>Approved February 1, 2023</b>

### Executive Director Report December 2022-January 2023

#### MEETINGS and PRESENTATIONS

Dec 1: IEDC-AEDO Accreditation committee meeting, Zoom

Dec 6: RINSA meeting, Community Futures, Lethbridge

Dec 7: Planning meeting with InnoVisions, Zoom

Dec 7: EDA Webinar on new Awards categories for 2023, Zoom

Dec 7: Meeting with EDO, Pincher Creek

Dec 7: AlbertaSW Bord meeting, Pincher Creek

Dec 8: REDA Managers meeting, Zoom

Dec 8: Meeting with SouthGrow and Invest Alberta, Teams

Dec12: Meeting with Green Destinations, Zoom

Dec 13: Meeting with localintel, Teams

Dec 14: EDL Board Meeting, City Hall, Lethbridge

Dec 14: Tourism Lethbridge luncheon, Exhibition Park, Lethbridge

Dec 15: RINSA meeting, Zoom

Dec 15: meeting re: new REDA metrics, Teams

Dec 15: SouthGrow quarterly meeting, Warner

Dec 16: Meeting with Alberta Film, Zoom

Dec 19: Meeting with South Canadian Rockies, Zoom

Dec 19: Meeting to plan itinerary for film project inquiry in Crowsnest Pass, Zoom

Dec 20: Meeting with Connect4Commerce and InnoVisions, Zoom

Dec 22: Meeting to plan REDA presentation at EDA, Zoom

Dec 28: Meeting with Weld Interactive regarding plans for website rebuild, Zoom

Dec 30: Cheques signed; Brent, Brad, Fort Macleod

Jan 3: planning meeting with InnoVisions, Zoom

Jan 4: Board Meeting (cancelled)

Vacation ... otherwise known as “work deferral days”! 😊

Jan 18: RINSA, University of Lethbridge (regrets)

Jan 18: Crown of the Continent meeting, Zoom

Jan 19: PrairiesCan funding announcement, Galt Museum, Lethbridge

Jan 19: Invitation to “The Last of Us” screening in Calgary, (regrets)

Jan 24: Travel Alberta tourism development project steering committee meeting, Zoom

Jan 24: Meeting with ATCO and U of L professor/students to plan P2P mapping project, Zoom

Jan 24: Meet with SouthGrow and U of L professor interested in sustainability projects, Lethbridge

Jan 25: Crown of the Continent EV corridors-new projects in Montana, Zoom

Jan 25: Meeting with Energy Project Lead, Pincher Creek

Jan 26: Delegation organized by SouthGrow to meet with Invest Alberta staff, Calgary

Jan 30: Meet with Invest Alberta staff, Lethbridge

Jan 31: Tourism Industry Association of Alberta Tourism Labour Study, consultation/focus group, Teams

## **PROJECT MANAGEMENT and REPORTING**

- Submit EDA presentation proposal on behalf of REDAs
- Submit Operations Plan 2023-2024
- Submit Northern and Regional Economic Development Program grant application
- Update third quarter budget and accounts
- Send invoices for membership 2022 and RBL 2022 (334 licenses)

- Create new RBL documents: poster, brochure, stickers for 2023
- Prepare responses to investor inquiries received via communities, SAAEP and AlbertaSW websites
- Provide additional documents to Travel Alberta consultations
- Finalize contract for Connect4Commerce
- Finalize multi-regional localintel project with SouthGrow and EDL
- Submit Travel Alberta Interim Grant report

## REGIONAL PROMOTION

- Organize sponsorship support for EDA magazine and conference
- Create concept for speaker proposal from REDAs at EDA 2023
- Contribute to REDA display at both AB Munis and RMA conference trade shows
- Student project with U of L and ATCO to create mapping of Peaks to Prairies data

## NEW PROJECT: Fortis energy efficiency equipment and installation FREE

- Fortis Alberta is working with Okos to conduct a 1-year trial for new energy efficiency equipment that includes air quality sensors, a smart thermostat hub, and smart electrical plugs. They will provide this equipment and install it for free! Participant keeps the equipment at the end of the trial.
- The monitoring is expected to result in savings of about 15% on annual energy costs.
- **Request is for 30 residential and 10 farm applicants**

**For information contact** Tristan Walker, Municipal Energy Project Lead, Pincher Creek Town and MD, [energy@pinchercreek.ca](mailto:energy@pinchercreek.ca) 403-632-7099 **To enroll in the program call 310-WIRE**

## DOCUMENTS AVAILABLE ON TOPICS FROM PREVIOUS MEETINGS

\* Send request to [bev@albertasouthwest.com](mailto:bev@albertasouthwest.com) if you would like these documents

- **Pincher Creek Eco-station** – one page description provided by Planning Officer at MD Pincher Creek
- **Waste to energy technologies** – information from Varme; connection from Trade Commissioner
- **Claresholm incentive bylaw** – information from Claresholm Town Office

## UPCOMING EVENTS

### ❖ Friday, February 10, 2023

**Economic Development 101 for Elected Officials 9:00am-4:00pm (**

REO Hall, 470-17 St Fort Macleod **E-mail [bev@albertasouthwest.com](mailto:bev@albertasouthwest.com) to register.**

### ❖ Thursday, February 23, 2023

**SAAEP Community Energy Summit** - organized by SouthGrow **10:00am – 3:00 pm**

Claresholm Community Centre, 690 59th Avenue West Claresholm **\$25 per person**, lunch included

**Eventbrite registration**

<https://www.eventbrite.ca/e/community-energy-forum-tickets-517075947077>

# Alberta SouthWest Bulletin February 2023

## Regional Economic Development Alliance (REDA) Update

### ❖ Green Destinations Award at ITB Berlin

The Alberta SouthWest 2022 Good Practice Story *Dark Skies...Bright Future* recounts the 2021 designation of Waterton-Glacier as the world's first transboundary International Dark Sky Park and is one of 6 nominees for the Business and Marketing Award.

Winners will be announced at the travel conference in Berlin on March 7, 2023.

ITB (*Internationale Tourismus-Börse*) Berlin is the world's largest tourism trade fair, attracting 10,000 exhibitors and 113,000 attendees from 180 countries.



### ❖ On-line tools for investment attraction

**Connect4Commerce:** AlbertaSW, in partnership with Community Futures, will implement a business-to-business platform to list and promote investment opportunities in all our communities.

**Localintel:** AlbertaSW, SouthGrow and Economic Development Lethbridge have partnered to implement this investment attraction tool with comprehensive multi-regional data and capacity for any community to opt in to also have its own data displayed.

### NEW PROJECT: Fortis Energy Efficiency Study: Equipment and Installation FREE

Fortis Alberta is working with Okos to conduct a 1-year trial for new energy efficiency equipment: air quality sensors, a smart thermostat hub, and smart electrical plugs. Participant keeps the equipment at the end of the trial.

- The monitoring is expected to result in savings of about 15% on annual energy costs.
- Request is for 30 residential and 10 farm applicants.

For information contact Tristan Walker, Municipal Energy Project Lead, Pincher Creek Town and MD, [energy@pinchercreek.ca](mailto:energy@pinchercreek.ca) 403-632-7099 To enroll in the program call 310-WIRE

## UPCOMING EVENTS

### ❖ Friday, February 10, 2023

**Economic Development 101 for Elected Officials 9:00am-4:00pm (**

REO Hall, 470-17 St Fort Macleod E-mail [bev@albertasouthwest.com](mailto:bev@albertasouthwest.com) to register.

### ❖ Thursday, February 23, 2023

**SAAEP Community Energy Summit** - organized by SouthGrow 10:00am – 3:00 pm

Claresholm Community Centre, 690 59th Avenue West \$25 per person, lunch included

Eventbrite registration

<https://www.eventbrite.ca/e/community-energy-forum-tickets-517075947077>

Alberta SouthWest Regional Economic Development Alliance

International Economic Development Council (IEDC) Accredited Economic Development Organization (AEDO)

2018-2022 Green Destinations Top 100 Sustainable Global Destinations and 2020 Top 3 Best of the Americas

Box 1041 Pincher Creek AB T0K 1W0

403-627-0244 (cell)

[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com)

[www.albertasouthwest.com](http://www.albertasouthwest.com)



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ECONOMIC  
DEVELOPMENT  
ORGANIZATION  
International Economic Development Council



ITB  
BERLIN

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## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 3.d

**Subject:** Crowsnest Pass Golf Club - Request for Water Utility Data of February 3, 2023

**Recommendation:** That Council accept the correspondence from the Crowsnest Pass Golf Club as information.

**Executive Summary:**

Correspondence received by the Office of the Chief Administrative Officer is provided to Mayor and Council at the subsequent meeting for Council's consideration and information.

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

The Crowsnest Pass Golf Club has provided a letter of request to obtain water utility data to propose a water rate for the golf club.

A delegation request was received from the Crowsnest Pass Golf Club to further speak to the attached letter. They have been tentatively scheduled for February 28th pending approval of the Agenda Review Committee.

**Analysis of Alternatives:**

n/a

**Financial Impacts:**

n/a

**Attachments:**





February 3, 2023

**RE: Request for Water Utility Data**

Dear Council:

Thank you for listening to our concerns as presented by our delegation at the recent January 17<sup>th</sup> council meeting.

In the spirit of working together, the Club would develop a proposal for council's consideration in advance of the upcoming 2023 rates & fees bylaw discussions. Our objective is to propose a fair water rate for our non-profit golf Club which accounts for the Club's contributions to the community, and the real costs of municipal water supply. In order to understand the financial and physical impact the Club's operations have on the Municipal water system, the Club requests that the Municipality provide the Club with detailed historical data concerning the water delivery system.

The historical data we are requesting for 2021 & 2022 should include but not be limited to:

- Total number of water consumers by rate category
- Total volume delivered by rate category by month (cubic meters)
- Peak water demand by month (cubic meters per hour)
- Historical annual costs in sufficient detail such that fixed and variable costs can be allocated in total and by rate category

The Club welcomes any additional information or suggestions that the municipality can offer to support our mutual goal of developing a fair non-profit recreational rate. The Club would also be willing to meet with your administration to discuss and collaborate in further detail.

Water is the lifeblood of our golf course and we appreciate that the Municipality has historically provided water at zero cost to our non-profit Club. Comparing the water rates of other courses would be interesting, however we believe the Club's status as a non-profit facility that is open to the public combined with the ability to draw visitors to our community is unique and should be considered. Let's team up to ensure that our golf course remains attractive to the public and the pride of our community well into the future.

Sincerely,

Hal Nummi  
President

Cc

Waren Gietz - General Manager  
Board of Directors





## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 4.a

**Subject:** Minutes of the Council Meeting of February 7, 2023

**Recommendation:** That Council adopt the Minutes of the Council Meeting of February 7, 2023 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:**

[2023 02 07 Council Meeting Minutes.docx](#)



## **Municipality of Crowsnest Pass**

### **Council Meeting Minutes**

**Tuesday, February 7, 2023**

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A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, February 7, 2023.

#### **Council Present:**

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

#### **Administration Present:**

Patrick Thomas, Chief Administrative Officer  
Kristin Ivey, Deputy Chief Administrative Officer  
Brian McCulloch, Director of Finance  
Johan Van der Bank, Manager of Development and Trades  
Bonnie Kawasaki, Recording Secretary

#### **CALL TO ORDER**

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

#### **ADOPTION OF AGENDA**

**01-2023-02-07:** Councillor Ward moved to adopt the agenda as presented.

Carried

#### **CONSENT AGENDA**

**02-2023-02-07:** Councillor Filipuzzi moved that Council approve the following Consent Agenda items as presented without debate:

**3.a**

**Minutes of the Family and Community Support Services Advisory Committee of October 24, 2022**

THAT Council accept the Minutes of the Family and Community Support Services Advisory Committee of October 24, 2022 as information.

**3.b**

**Honourable Jeremy Nixon, Minister of Seniors, Community and Social Services - Letter of Response Regarding CPSH Funding of January 13, 2023**

THAT Council accept the Honourable Jeremy Nixon, Minister of Seniors, Community and Social Services - Letter of Response Regarding CPSH Funding of January 13, 2023 as information.

**3.c**

**Doug Dalton of JoJo Adventure Rentals - Business License Category Letter of Concern January 12, 2023**

THAT Council accept the Doug Dalton of JoJo Adventure Rentals - Business License Category Letter of Concern January 12, 2023 as information.

**3.d**

**Foothills Little Bow Association Meeting Minutes of January 13, 2023**

THAT Council accept the Foothills Little Bow Association Meeting Minutes of January 13, 2023 as information.

Carried

**ADOPTION OF MINUTES**

**03-2023-02-07:** Councillor Girhiny moved to adopt the Minutes of the Council Meeting of January 24, 2023 as presented.

Carried

**PUBLIC HEARINGS**

**Bylaw 1106, 2021 - Land Use Bylaw Amendment - Redesignate Lot 28, Block 4, Plan 811 1839 (formerly a portion of Lot 28MR) from Recreation and Open Space RO-1 to Residential R-1 - Public Hearing**

Mayor Painter declared the Public Hearing opened at 7:02 pm for Bylaw 1106, 2021 - Land Use Bylaw Amendment - Redesignate Lot 28, Block 4, Plan 811 1839 (formerly a portion of Lot 28MR) from Recreation and Open Space RO-1 to Residential R-1.

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 Bylaw 1106, 2021 - Land Use Bylaw Amendment - Redesignate Lot 28, Block 4, Plan 811 1839 (formerly a portion of Lot 28MR) from Recreation and Open Space RO-1 to Residential R-1.

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.

**Bylaw 1134, 2022 - Land Use Bylaw Amendment Omnibus No. 2 - Public Hearing**

Mayor Painter declared the Public Hearing opened at 7:04 pm for Bylaw 1134, 2022 - Land Use Bylaw Amendment Omnibus No. 2.

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 1134, 2022 - Land Use Bylaw Amendment Omnibus No. 2.

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 7:05 pm.

**DELEGATIONS**

None

**REQUESTS FOR DECISION**

**Bylaw 1106, 2021 - Land Use Bylaw Amendment - Redesignate Lot 28, Block 4, Plan 811 1839 (formerly a portion of Lot 28MR) from Recreation and Open Space RO-1 to Residential R-1 - Second and Third Reading**

**04-2023-02-07:** Councillor Girhiny moved second reading of Bylaw 1106, 2021 - Land Use Bylaw Amendment - Redesignate Lot 28, Block 4, Plan 811 1839 (formerly a portion of Lot 28MR) from Recreation and Open Space RO-1 to Residential R-1.

Carried

**05-2023-02-07:** Councillor Filipuzzi moved third and final reading of Bylaw 1106, 2021 - Land Use Bylaw Amendment - Redesignate Lot 28, Block 4, Plan 811 1839 (formerly a portion of Lot 28MR) from Recreation and Open Space RO-1 to Residential R-1.

Carried

**Bylaw 1134, 2022 - Land Use Bylaw Amendment Omnibus No. 2 – Second and Third Reading**

**06-2023-02-07:** Councillor Filipuzzi moved second reading of Bylaw 1134, 2022 - Land Use Bylaw Amendment Omnibus No. 2.

Carried

**07-2023-02-07:** Councillor Glavin moved third and final reading of Bylaw 1134, 2022 - Land Use Bylaw Amendment Omnibus No. 2.

Carried

**Bylaw 1120, 2022 - Amendment to Bylaw 946, 2016 - the Safety Codes Permit Bylaw - FireSmart Principles - Second and Third Reading**

**08-2023-02-07:** Councillor Ward moved second reading of Bylaw 1120, 2022 - Amendment to Bylaw 946, 2016 - the Safety Codes Permit Bylaw - FireSmart Principles.

Carried

**09-2023-02-07:** Councillor Filipuzzi moved third and final reading of Bylaw 1120, 2022 - Amendment to Bylaw 946, 2016 - the Safety Codes Permit Bylaw - FireSmart Principles.

Carried

**Bylaw 1121, 2022 - FireSmart Bylaw - Second and Third Reading**

**10-2023-02-07:** Councillor Ward moved second reading of Bylaw 1121, 2022 - FireSmart Bylaw.

Carried

**11-2023-02-07:** Councillor Filipuzzi moved third and final reading of Bylaw 1121, 2022 - FireSmart Bylaw.

Carried

**Bylaw 1139, 2022 - Road Closure Bylaw - All that portion of road on Plan 6808CU lying south of the easterly production of the northern boundary of Block 7, Plan 6808CU and lying north of the easterly production of the southern boundary of Block 7, Plan 6808CU, containing 0.16 hectares (0.39 acres) more or less - First Reading**

**12-2023-02-07:** Councillor Kubik moved first reading of Bylaw 1139, 2022 - Road Closure Bylaw - All that portion of road on Plan 6808CU lying south of the easterly production of the northern boundary of Block 7, Plan 6808CU and lying north of the easterly production of the southern boundary of Block 7, Plan 6808CU, containing 0.16 hectares (0.39 acres) more or less.

Carried

**Subdivision Endorsement Extension Request 2016-0-070 (Greenwood Heights) and Request to Vary the Security Deposit Requirements**

**13-2023-02-07:** Councillor Ward moved that Council approves the subdivision extension request for Subdivision 2016-0-070 (Greenwood Heights) for a period of 24 months.

Carried

**14-2023-02-07:** Councillor Sygutek moved that Council seeks legal advice on waiving security deposits for developers and to have this brought back to Council for further discussion.

Carried

**Encroachment Agreement Annual Fees**

**15-2023-02-07:** Councillor Sygutek moved that Administration bring back the Encroachment Agreement policy for further discussion at a future council meeting.

Carried

**Rural Municipalities of Alberta (RMA) Spring Convention Attendees**

**16-2023-02-07:** Councillor Ward moved that Council appoint Mayor Painter, Patrick Thomas, Chief Administrative Officer and Councillors Sygutek and Kubik to attend the RMA Spring Convention on March 20-22, 2023.

Carried

**COUNCIL MEMBER REPORTS**

Council reports since the January 24, 2023 meeting of Council:

- None

**PUBLIC INPUT PERIOD**

- Ken Allred
  - Thanked Council for arranging to have the public hearing map projected for the audience.
  - Encroachments
    - Does not agree with charging annual fees for encroachments as most are historical and are beyond the control of current property owners.
    - Believes there is no excuse for new encroachment agreements as building outside of property boundaries should not be tolerated.
    - Indicated that the loss of the Crowsnest Regulation allowing for replot schemes due to historical encroachments should not have happened and that it should be reinstated.
- Trevor Hay
  - Believes that his request should not be precedent setting and further indicated that it is difficult to draft a policy that covers every instance.
  - Concerns were raised regarding the potential for flooding to the adjacent property.
    - As a result, he had three different engineers, two of which were storm water management specialists, determine if flooding was going to be a problem and if so he would not proceed. All three indicated this was not the case, and the resulting grade should improve runoff onto the adjacent property between 50 – 85 per cent.

**COUNCILLOR INQUIRIES AND NOTICE OF MOTION**

None

**IN CAMERA**

**17-2023-02-07:** Councillor Sygutek moved that Council go In Camera for the purpose of discussion of the following confidential matters under the Freedom of Information and Protection of Privacy Act and to take a short recess at 8:43pm:

- a) Personal Privacy - Board Member Recommendation - FOIP Act Section 17
- b) Economic Interests of the Public Body - Nuisance Grounds Reports - FOIP Act Section 25

Carried

**Reconvene**

Mayor Painter convened the In Camera meeting at 8:57 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

**18-2023-02-07:** Councillor Sygutek moved that Council come out of In Camera at 10:10 pm.

Carried

**19-2023-02-07:** Councillor Sygutek moved that Council accept the recommendation from the Parks and Recreation Advisory Committee and appoint Kevin Bergeron to the remainder of a three year term concluding on December 31, 2025.

Carried

**20-2023-02-07:** Councillor Glavin moved that the nuisance grounds reports be finalized and posted publicly.

Carried

**21-2023-02-07:** Councillor Ward moved that appropriate amendments be drafted to the Land Use Bylaw and Safety Codes Bylaw as per the recommendations in the Nuisance Grounds report.

Carried

**22-2023-02-07:** Councillor Kubik moved that Administration explores proposals for conducting environmental site assessments for the two nuisance ground sites.

Carried



**ADJOURNMENT**

**23-2023-02-07:** Councillor Girhiny moved to adjourn the meeting at 10:12 pm.  
Carried

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Blair Painter  
Mayor

---

Patrick Thomas  
Chief Administrative Officer



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 6.a

**Subject:** Dave Baines, NWP Coal - Update on the Regulatory Process for the NWP Crown Mountain Coking Coal Project

**Recommendation:** That Council accept the Update on the Regulatory Process for the NWP Crown Mountain Coking Coal Project as information.

**Executive Summary:**

A delegation request form was received from Dave Baines of NWP Coal to provide an Update on the Regulatory Process for the NWP Crown Mountain Coking Coal Project.

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

Dave Baines of NWP Coal has provided updates on the Crown Mountain Coking Coal project as new information has come available with the project status.

**Analysis of Alternatives:**

n/a

**Financial Impacts:**

n/a

**Attachments:**

[20230214 Crown Mountain - Project Update - CNP.pdf](#)



*A New Era Of Steelmaking Coal!*

# Crown Mountain Coking Coal Project Winter 2023 Update

February 14, 2023  
Crowsnest Pass

# Agenda



NWP Coal  
Canada Ltd

01

Project Overview

04

Indigenous Update

02

Project Flyover

03

Regulatory Update

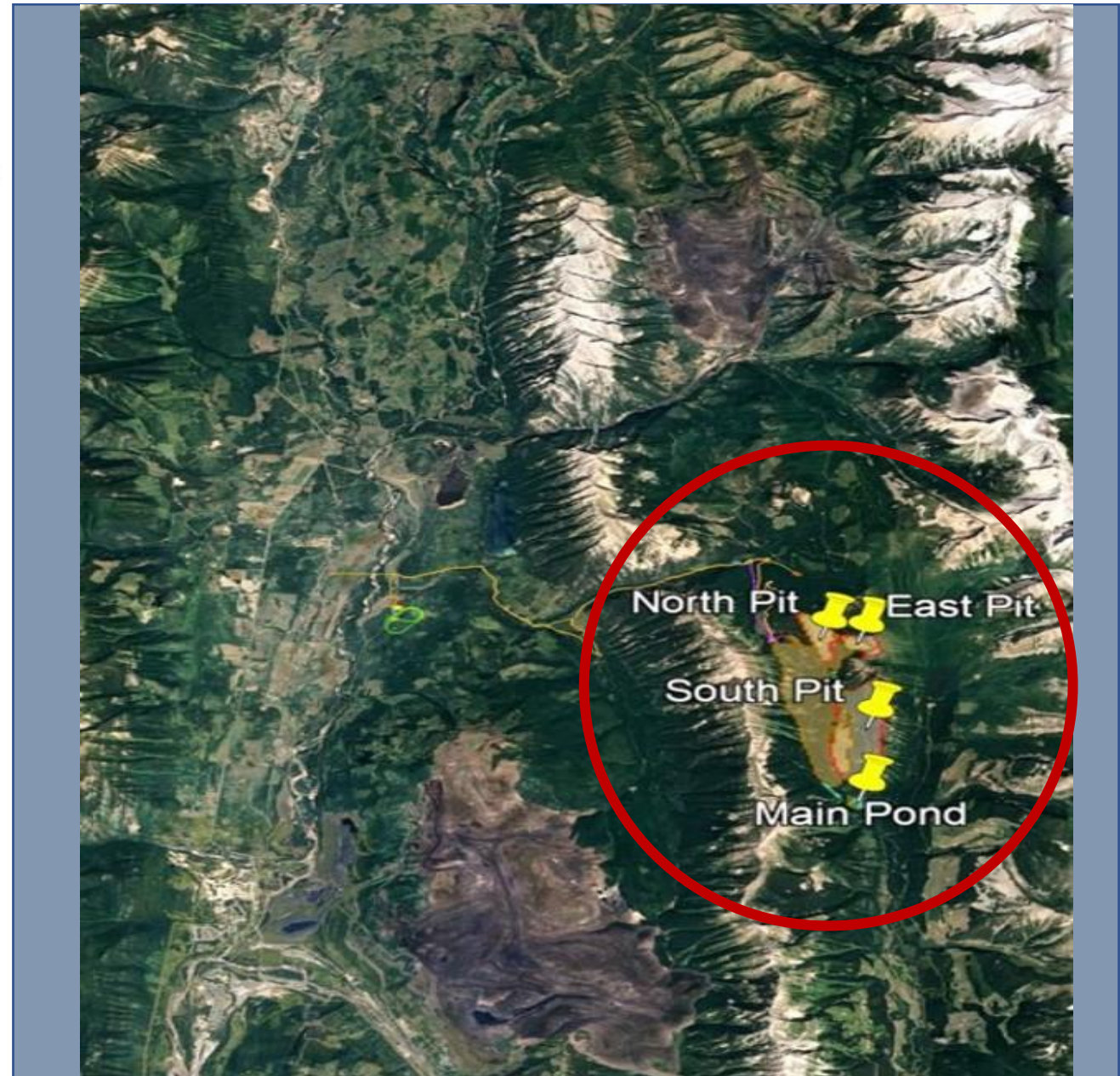


# Project Overview



# Project Overview

- Crown Mountain Coking Coal Project
- Located near Sparwood between Elkview and Line Creek
- ~30 mMtcc deposit of high quality coking coal in the West Alexander Creek watershed
- 15 yrs of operations
- 2 mMtcc/yr

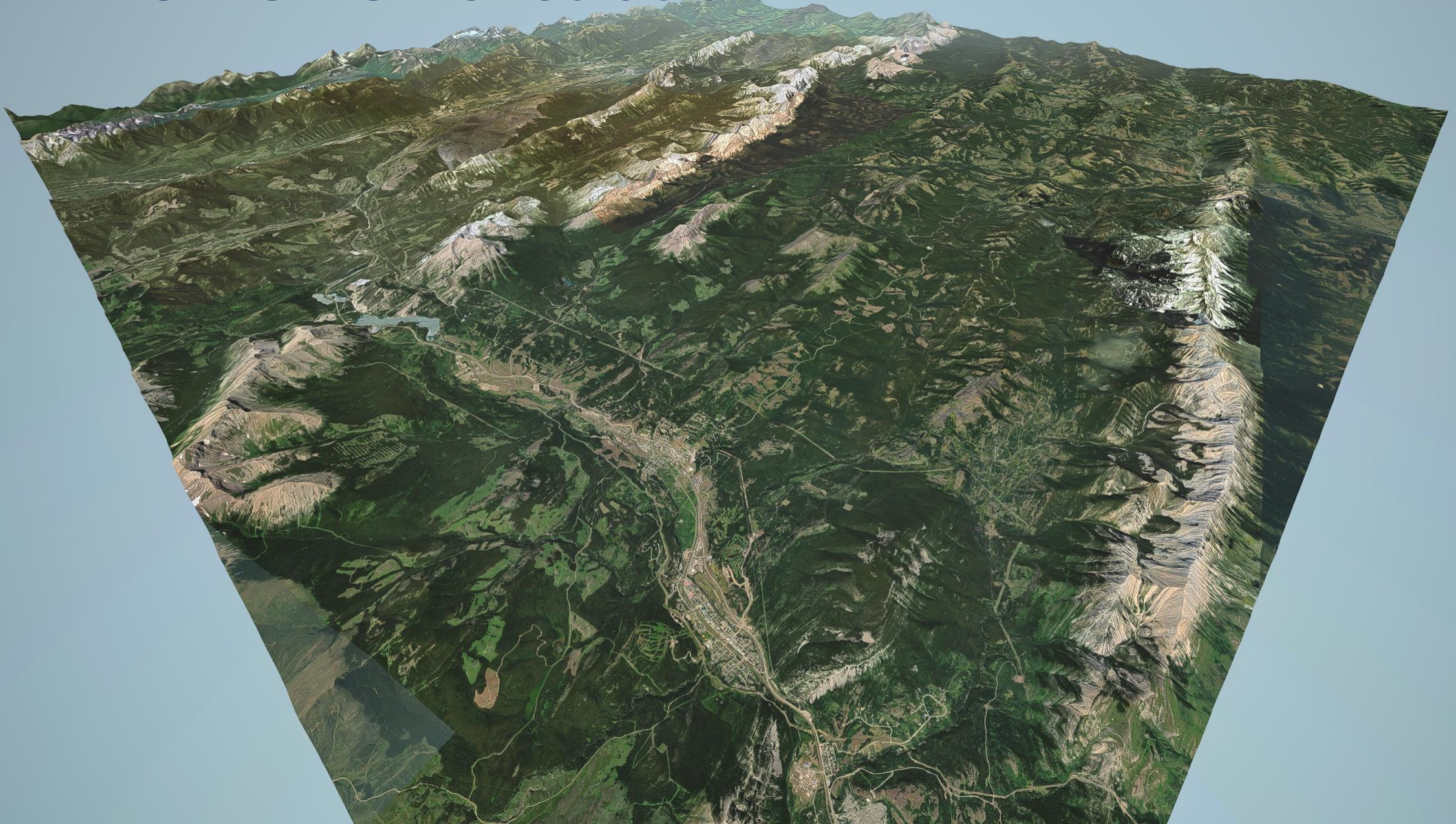




# Project Flyover



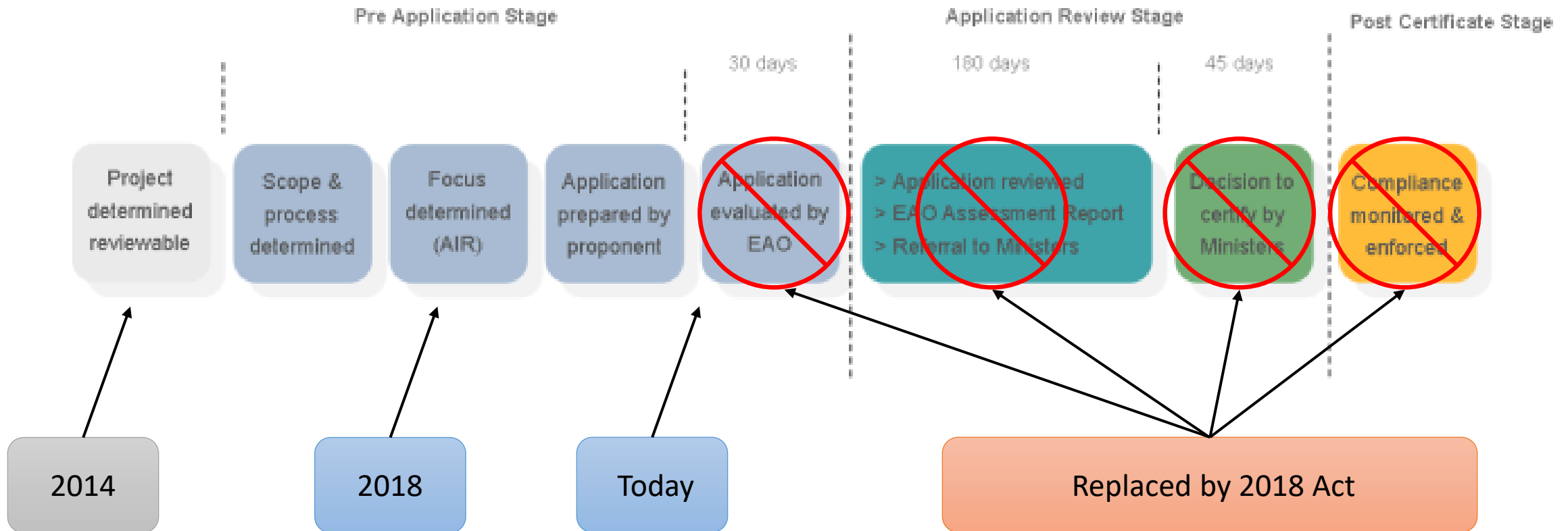
# MineLife Demonstration



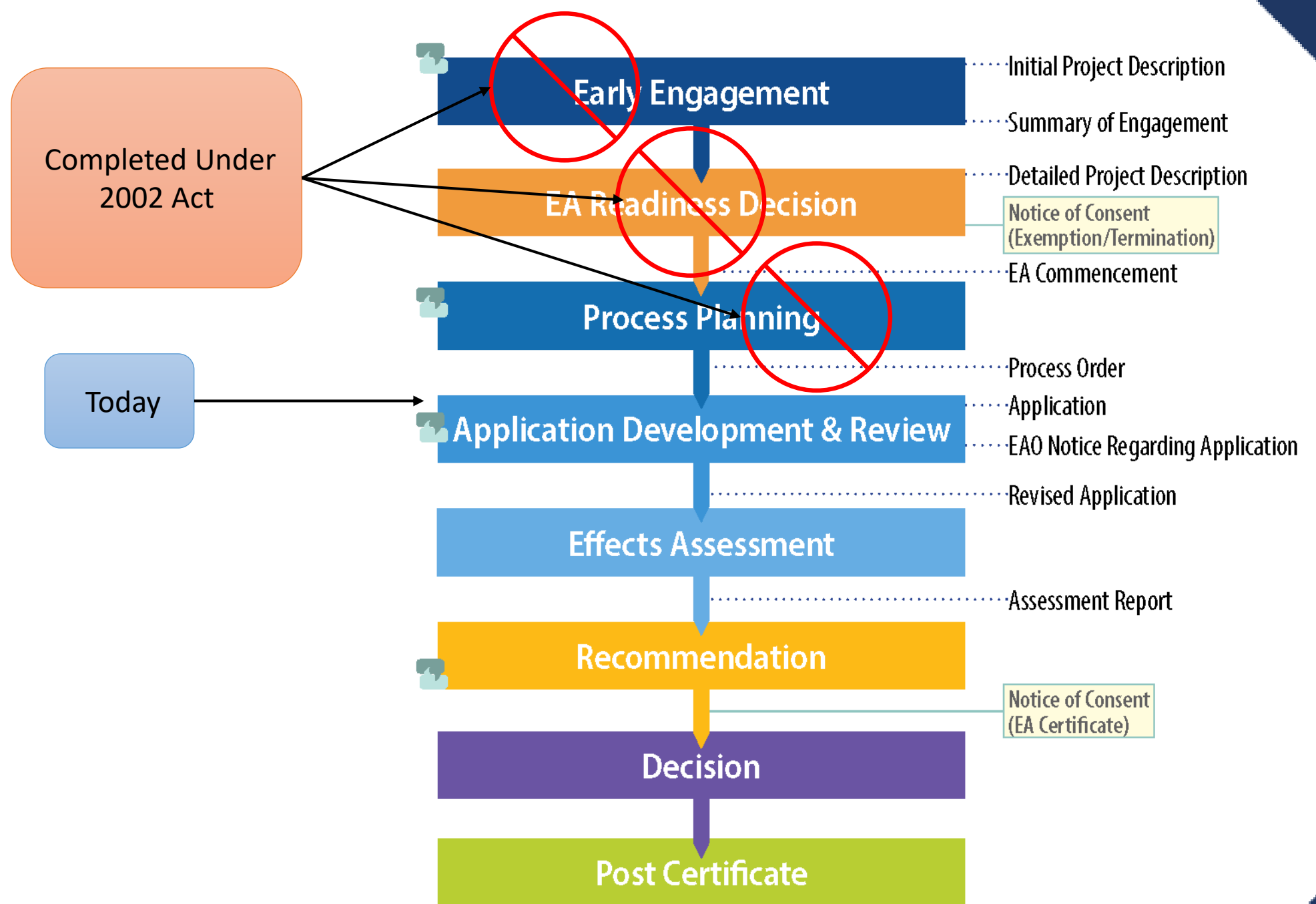


# Regulatory Update

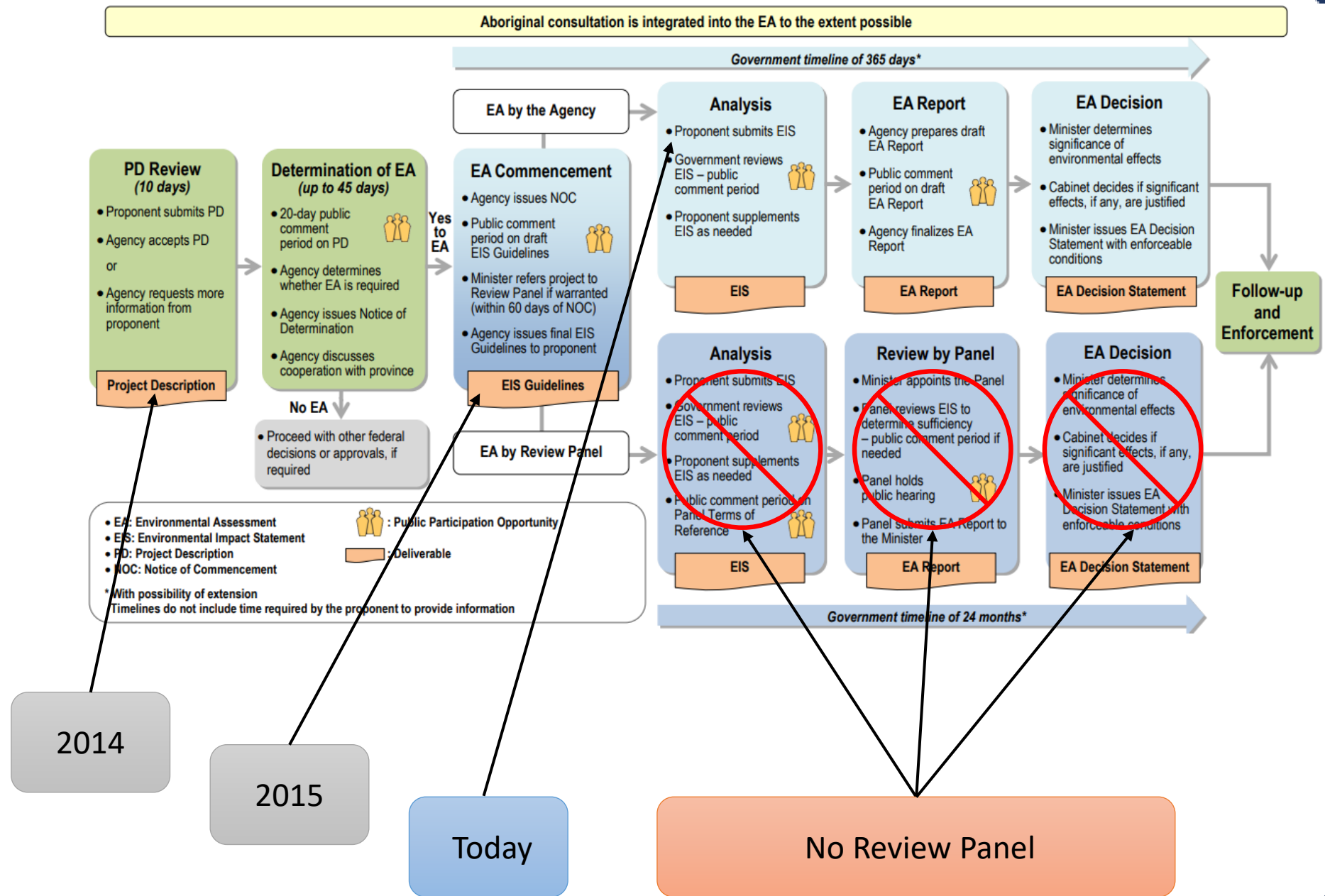
# BC Environmental Assessment Process (2002)



# BC Environmental Assessment Process (2018)



# Federal Environmental Assessment Process (2012)

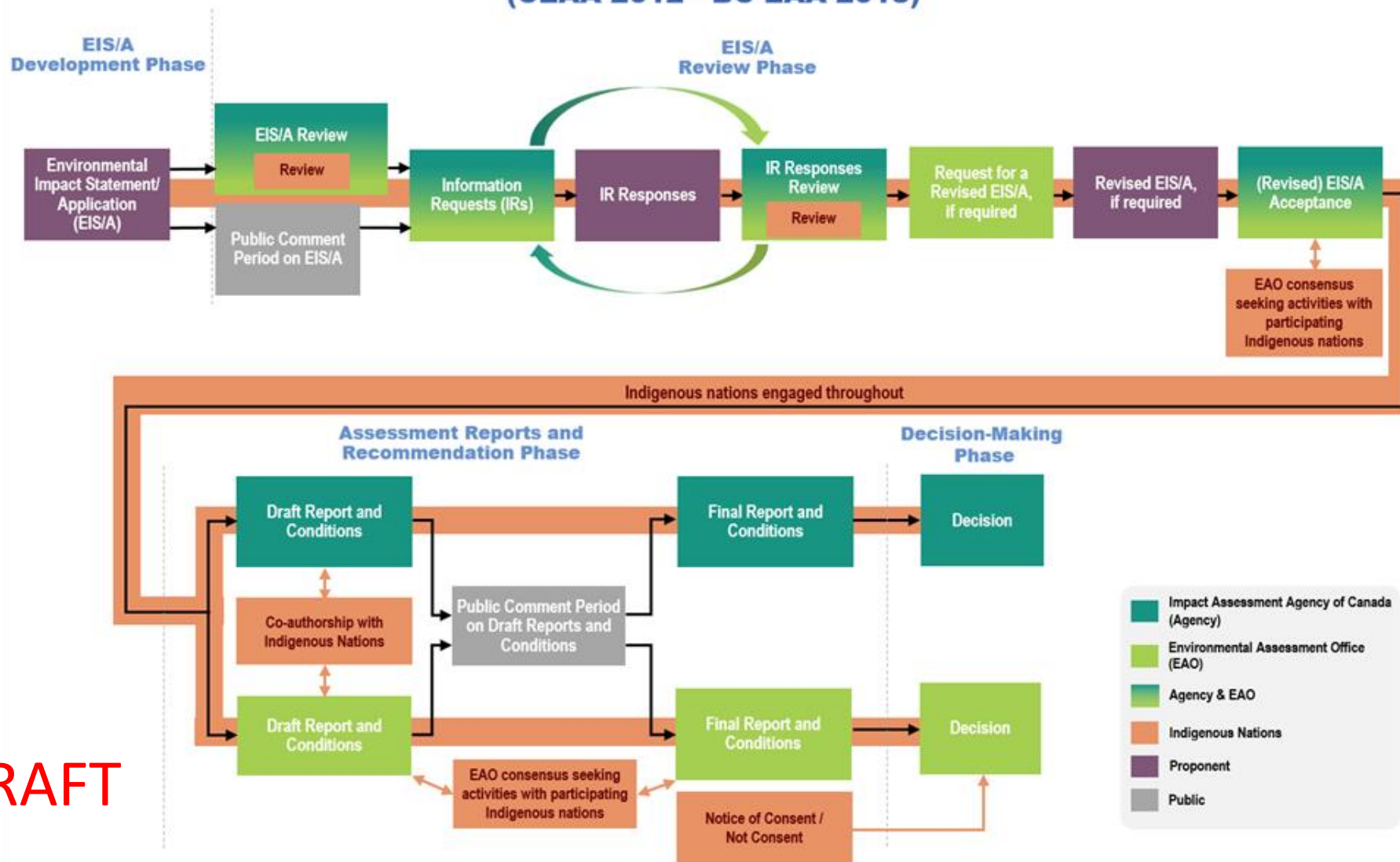


DRAFT

# Crown Mountain Coking Coal Project

## Coordinated Environmental Assessment Process Overview (CEAA 2012 - BC EAA 2018)

DRAFT



DRAFT

DRAFT



# Indigenous Engagement Update

# Engagement Summary

Nation	Meetings	Site Visit(s)
Yaqıt ʔa·knuqłı́it (Tobacco Plains Indian Band or YQT)	Regular	
Ktunaxa Nation Council Society	Paused by KNCS in 2021	Yes
Shuswap Band	Ongoing scheduled meetings	
Métis Nation British Columbia	Several	Yes
Elk Valley Métis Nation	Ongoing scheduled meetings	Yes
Kainai (Blood Tribe)	Several	Yes
Piikani	Ongoing scheduled meetings	Yes
Siksika	Several	
Stoney Nakoda Nations	Several	Yes
Tsuut'ina	Several	Yes
Métis Nation of Alberta Region 3	Ongoing scheduled meetings	



# NWP and YQT

- Crown Mountain Project is within qukin ʔamakʔis and NWP wants to honor YQT's governance
- NWP will treat YQT as a regulator
- Agreement signed January 16, 2023
- More to come...



o o o o

# Questions



+1 (855) 922 3851



info@nwpcoal.com



www.nwpcoal.com



 **NWP Coal  
Canada Ltd**



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 6.b

**Subject:** Jas Schmirler, International Coordinator for Livingstone Range School Division - LRSD  
International Student Program

**Recommendation:** That Council accept the LRSD International Student Program presentation as information.

**Executive Summary:**

A delegation request was received from Jas Schmirler, International Coordinator for Livingstone Range School Division to present to Council on the LRSD International Student Program.

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

Jas Schmirler, International Coordinator for Livingstone Range School Division will provide information to Council on the benefits to the community, and specifics of the LRSD International Student Program.

**Analysis of Alternatives:**

n/a

**Financial Impacts:**

n/a

**Attachments:**

[International Student Flyer - For Community.pdf](#)  
[\\_LRSD\\_Int\\_I\\_Student\\_Program\\_Presentation.pdf](#)

# INTERNATIONAL STUDENT PROGRAM



**Livingstone  
Range**  
SCHOOL DIVISION



Enriching  
cultural  
experiences &  
global  
awareness



Host families  
receive monthly  
compensation, and  
students shop and  
spend in the  
community



Schools receive  
tuition money to  
enhance school  
environment &  
programming



## ENJOY THE BENEFITS OF THE INTERNATIONAL STUDENT PROGRAM



**Livingstone Range**  
SCHOOL DIVISION

# LRSD International Student Program

# LRSD International Staff



- **Jas Schmirler**- International Coordinator
- **Yolanda Toone** - Homestay Coordinator - Nanton, Fort Macleod, and Claresholm
- **Danielle Tetachuk** - Homestay Coordinator – Pincher Creek, Lundbreck and Crowsnest Pass



# LRSD International Students

Total Students for 2022/ 2023 year - 65

Countries represented :

- Austria
- Australia
- France
- Germany
- Italy
- Japan
- Spain
- Turkey



# Benefits to the community

- Enriching cultural experiences & making global connections. Acquire an interest in new travel and language learning opportunities.
- Host families receive monthly payments, and students shop and spend in the community - help support the local economy
- Tourism - students come back with families to visit the area, love small town living! Helps put our communities on the map.
- Schools receive tuition money to enhance school environment & programming.



# Homestay Opportunity



- Host families incorporate the student as part of the family. They provide a separate bedroom, meals and transportation to activities.
- Provide emotional and academic support
- Need a clear Criminal Record Check
- Opportunities to fit your family: short term (Semester), long term (full school year) and respite (weekend/emergency relief)



**Livingstone Range**  
SCHOOL DIVISION

# Questions & Comments



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 7.a

**Subject:** Bylaw 1141, 2023 - Land Use Bylaw Amendment- Redesignate Pt SW9-8-5-W5M South of Roadway Plan 4226B from Non-Urban Area NUA-1 to Non-Urban Commercial Recreation NUCR-1 - First reading

**Recommendation:** That Council gives first reading of Bylaw 1141, 2023.

### **Executive Summary:**

The proposed Bylaw 1141,2023 involves the re-designation of 2.86 acres of land known as a portion of SW 9-8-5-W5M, from Non-Urban Area NUA-1 to Non-Urban Commercial Recreation NUCR-1 for the purpose of allowing the applicant to apply for a discretionary use development permit for a small campground.

Bylaw 1100, 2021 and Bylaw 1104, 2021, both requesting the same redesignation for the same land, were defeated on November 30, 2021 at first reading, and on March 01, 2022 at second reading, respectively. The landowner has been in consultation with the development office regarding the appropriate process for re-application

### **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 Bylaw 1141, 2023 involves the re-designation of 2.86 acres of land known as a portion of SW 9-8-5-W5, from Non-Urban Area NUA-1 to Non-Urban Commercial Recreation NUCR-1. Please note, while the municipal records show the parcel size as 2.86 acres, the land title certificate identifies the parcel as containing 3.25 acre (1.31 ha).

The minimum lot size in both districts is 3 acres. Section 5, Schedule 4 of the Land Use Bylaw provides that the Development Authority may approve development on a lot that does not conform to the minimum parcel dimensions and area.

The range of land uses available in the Non-Urban Area NUA-1 Land Use district is restrictive and, as a "holding district" or "future development district", the intent is to maintain parcels of larger sizes to provide maximum flexibility for use and development if or when the land is used for urban development. This particular parcel, for unknown historical reasons, exists as a smaller parcel. Redistricting the parcel to NUCR-1 would be consistent with other campgrounds in the community. The ground is low lying with a stream running through the property. Test holes identified the ground to be rich with topsoil to a deeper depth than typical for the area. As a result, construction of a single family dwelling may require extensive ground work for a solid foundation. The landowner therefore considers a campground to be a better current use of the land.

The property is surrounded by Crown land with the closest residential district "Grouped Country Residential GCR-1" 1.22km to the east. The development is for a small campground of 8-10 sites outside of the urban areas of the community. The campground would provide the necessary private water and private sewage disposal system as required through the Alberta Safety Codes.

The old Alberta Visitor Centre is in close proximity to this parcel and is currently operated by Livingstone Range School Division for place based learning and outdoor education including the Faces Program which involves student camping.

The recent Land Use Bylaw Omnibus 2 received third reading February 07, 2023 under Bylaw 1134, 2022. Schedule 4 Section 35 'Campground and Recreational Vehicles Park Standards' were an addition to the Land Use Bylaw providing guidelines for campground development.

#### **Analysis of Alternatives:**

N/A

#### **Financial Impacts:**

The parcel is currently assessed at \$205,010. Development of a campground on this parcel would increase the future assessed value of the property. Without the development of a campground, the potential for other development to increase the assessed value on this parcel is limited.

#### **Attachments:**

[Bylaw 1141, 2023.pdf](#)

[Bylaw 1141, 2023-Schedule A Sketch.pdf](#)

[Applicant's Reasons for Redesignation.PDF](#)

[Surrounding Land Use.pdf](#)

# MUNICIPALITY OF CROWSNEST PASS

## BYLAW NO. 1141, 2023

### LAND USE BYLAW AMENDMENT – Redesignate a portion of SW¼ 9-8-5-W5M

**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 a portion of the SW¼ 9-8-5-W5M, containing ±1.16 ha (2.86 acres) from “Non-Urban Area – NUA-1” to “Non-Urban Commercial Recreation – NUCR-1”, as shown on Schedule ‘A’ attached hereto and forming part of the bylaw.

**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 “Non-Urban Commercial Recreation – NUCR-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 a portion SW¼ 9-8-5-W5M, containing ±1.16 ha (2.86 acres) from “Non-Urban Area – NUA-1” to “Non-Urban Commercial Recreation – NUCR-1”, as shown on Schedule ‘A’ attached hereto and forming part of the bylaw.
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 \_\_\_\_\_ 2023.

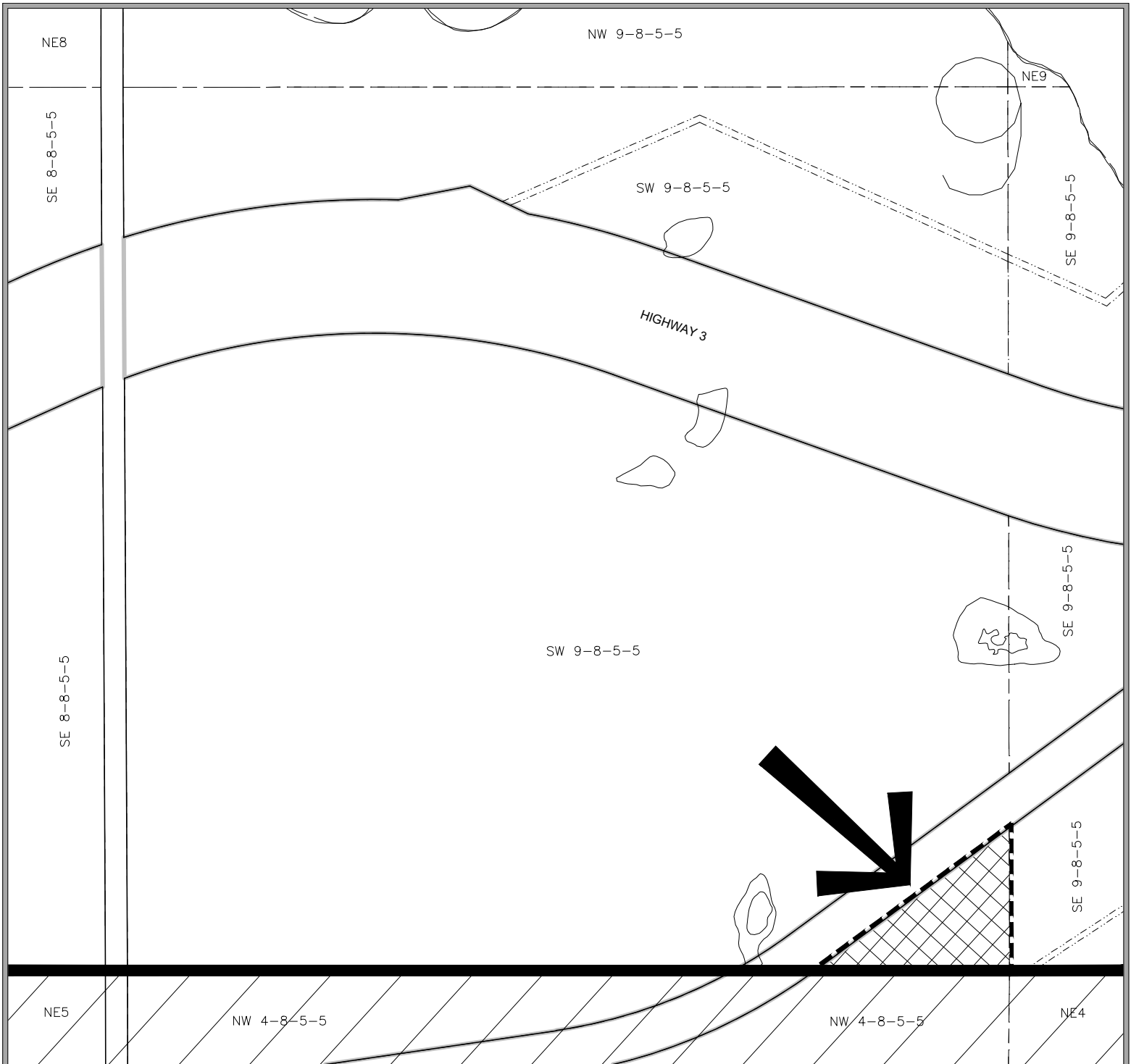
READ a **second** time in council this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

READ a **third and final** time in council this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
Blair Painter  
Mayor

\_\_\_\_\_  
Patrick Thomas  
Chief Administrative Officer





## LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: NON-URBAN AREA – NUA-1

TO: NON-URBAN COMMERCIAL RECREATION – NUCR-1

PORTION OF SW 1/4 SEC 9, TWP 8, RGE 5, W 5 M

MUNICIPALITY: CROWSNEST PASS

DATE: JANUARY 30, 2023

Bylaw #: 1141, 2023

Date: \_\_\_\_\_



January 30, 2023 N:\C-N-P\CNP LUD & Land Use Redesignations\Crowsnest Pass - Portion SW 9-8-5-W5M - Bylaw 1141, 2023.dwg

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"

## Schedule “A”

### Application:

Redesignate PT SW 9-8-5-W5th of Roadway Plan 4226BM (“the Parcel”) from Non-Urban Area NUA-1 to Non-Urban Commercial Recreation NUCR-1

### Reasons:

The Applicant’s objective is consistent with the purpose of Part 17 “Planning Development” of the *Municipal Government Act*, RSA 2000, Chapter M-26 , that is to have the Municipality’s Land Use Bylaw amended to facilitate an application to use the Parcel as a campground to be primarily used and enjoyed by a limited number of family members and personal friends. It is not the Applicant’s intention to profit from the use of the campground. The Applicant is aware that the development of a campground will increase the assessed value of the Parcel and increase the property tax bill.

The range of land uses available in the Non-Urban Area NUA-1 Land Use district is restrictive and, as a “holding district” or “future development district”, the intent is to maintain parcels of larger sizes to provide maximum flexibility for use and development if or when the land is used for urban development. The Parcel, for unknown historical reasons, exists as a smaller parcel.

Redistricting the Parcel to NUCR-1 would be consistent with other campgrounds in the community.

The ground is low lying with a stream running through the property. Test holes identified the ground to be rich with topsoil to a deeper depth. As a result, construction of a single-family dwelling may require extensive groundwork for a solid foundation. The Applicant therefore considers a campground to be a better current use of the Parcel.

Redesignating the Parcel as requested in this application is consistent with Part 17 of the MGA and in particular, s. 617 of the *Municipal Government Act* which reads as follows:

The purpose of this Part and the regulations and bylaws under this Part is to provide means whereby plans and related matters may be prepared and adopted

- (a) to achieve the orderly, economical and beneficial development, use of land and patterns of human settlement, and
- (b) to maintain and improve the quality of the physical environment within which patterns of human settlement are situated in Alberta,

without infringing on the rights of individuals for any public interest except to the extent that is necessary for the overall greater public interest.

There is no obvious alternate, better use for the Parcel; there is no building site.

The use of the Parcel for a Campground is in no way incompatible with any surrounding use.

The use of the Parcel as a Campground will be low-impact and will pose little risk of the municipality having to deal with enforcement issues.

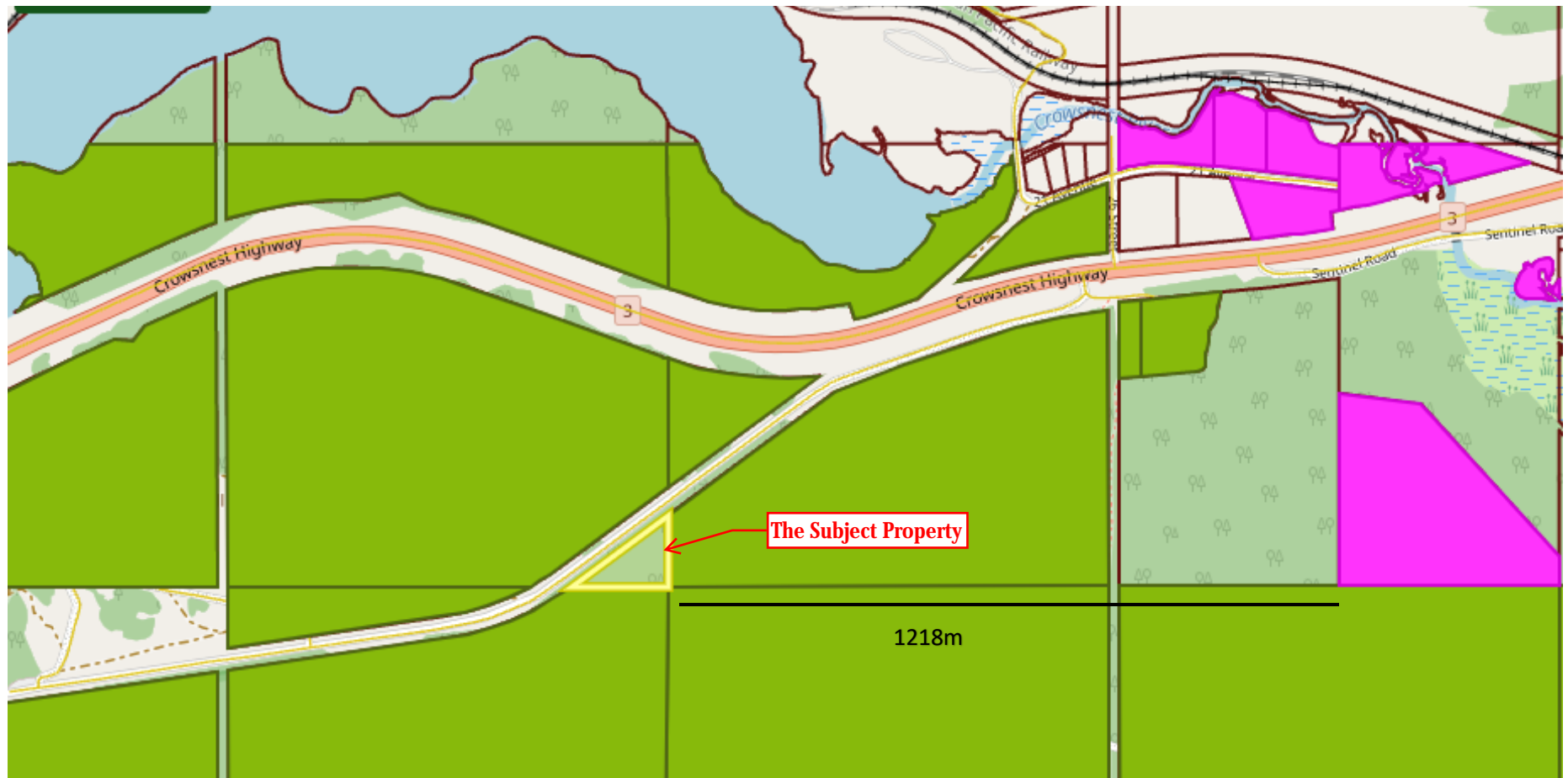
This area is identified in the Crowsnest Corridor IRP as a multi-use zone (zone 5). Serviced camping is a compatible activity based on the Municipality's Integrated Resource Plan.

There will be an outhouse with a holding tank to avoid affecting any waterways. Food and garbage will be stored in bear-proof facilities.

To reduce the risk of wildfires, the area has been "FireSmarted" and there will only be one communal firepit. Fire suppression equipment will be on hand.

Complying with s. 617 requires Council to consider the merits of this particular application. There are no valid planning reasons for denying the application.

The Applicant understands that if the LUB allows a campground as a discretionary use, there may be conditions and requirements beyond what is set out above before a Development Permit is issued.





## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 7.b

**Subject:** Service Areas Update

**Recommendation:** That Council receives the service area update as information.

**Executive Summary:**

Each month the CAO provides Council with a summary of some of the highlights of work completed by the various departments over the last month.

**Relevant Council Direction, Policy or Bylaws:**

N/A

**Discussion:**

N/A

**Analysis of Alternatives:**

N/A

**Financial Impacts:**

N/A

**Attachments:**

[Service Areas Update - Feb 10 2023.docx](#)



## **Service Areas Update – February 10, 2022**

### **CAO Office**

- Attended the Rural Immigration Experience session in Claresholm
- Preparing for first Community Marketing Advisory Committee meeting
- Review signage on hill in southeast Blairmore
- Reviewing marketing proposal with YOLO
- Participated in Travel Alberta steering committee meeting
- Meeting with Alberta Forestry and Public Lands on coordination of efforts
- Participated in SZAHiMT Steering Committee meeting
- Discussion with RBC on potential opportunities in the community
- Attended Economic Development ad hoc committee meeting
- Delivered Culture Change Journey update at all-staff meeting
- Attended BrownLee Emerging Trends seminar
- Continuing design for Downtown Bellevue Revitalization
- Continuing Bellevue Forcemain Conceptual Design project oversight
- Continuing Blairmore & Coleman Water Plant MCC Upgrade project oversight
- Continuing Frank WWTP Upgrade project oversight
- Initiated Bellevue Fire Pump and Water Main project

### **Finance**

- Tax Desk received 27 requests for Tax Searches in January 2023(compared to 40 in January 2022 and 48 January 2021).
- Accounts Payable in January did two check runs, processed 330 invoices, and paid 232 vendors (January 2022 processed 302 invoices and paid 137 vendors with 2 check runs).
- Staff working on year-end files for 2022.
- External auditors are scheduled to arrive the week of March 13 to do onsite audit work.
- Review of inventory at the warehouse underway, checking for obsolete stock and stock no longer ordered to free up shelf space.
- Completed second round of asset management training (Feb 2 and 3) and working on an asset management policy and terms of reference.
- Most of the Category one and two grants as well as Senior Housing and Library grants were sent out the week of January 23, 2023.

## **Corporate Services**

- **Human Resources**

- The Municipality has 164 employees across the organization.
- We have 4 upcoming retirements in the organization and are currently working on filling- 2 in Operations, 1 in Community Services and one in the office.
- The Pool positions are posted on our website,
- The Municipality has 7 Open Postings (2 Ski Hill, 1 Fire Rescue General Recruitment and 4 Pool.)
- Postings will be going up shortly for summer positions including Operations Labourers, Environmental Technicians, Trail Crew at Pass Powderkeg, and Community Services Summer Students.
- Vacation approval process is underway with management staff.
- Equipment Operator Competency annual review is commencing.
- Implementing a new centralized training request process.

- **Communication**

- Handbook is being produced; it is anticipated to come out the first week of March for Spring/Summer.
- There was a technical error in the set-up of the new website 'contact us' form. As a result, we were not notified of the messages that had come in. We are in the process of contacting the affected residents that had issues in need of follow-up to apologize and assist if their issue hadn't yet been rectified.

- **FOIP/Complaint Form Process**

- 1 FOIP request has been received in 2023; it is in progress.
- Received 0 Formal Complaint Forms in 2023;

## **Development, Engineering & Operations**

- **Utilities Department**

- Repair two water services on 22<sup>nd</sup> Ave in Coleman.
- Inspection and maintenance at the Blairmore Pump House
- Burn the wood pile at the Frank waste pit.
- Flush sanitary sewer at the MDM.
- Unplug sanitary sewer block at 2810 77<sup>th</sup> St.
- Hydrovac a vault at the sewer treatment plant.

- **Transportation Department**

- Sign Maintenance.
- Checking on drainage areas and thawing storm drains for surface runoff-snow melt events.
- Snow and ice control as needed.
- Training operators on various pieces of equipment such as grader, loader, and plow truck.

- Tree removal on library property.
- Opening and closing for burials.
- **Development and Trades**

Facility Maintenance:

- Repair lights at MCNP west entrance sign.
- Continue security cameras installation.
- Continue PPK Lodge basement renovations.
- Develop multi-year annual overhead door service contract.
- Develop preventative maintenance work schedules, annual inspection programs, and facility / equipment life-cycle assessments.

Planning and Development:

- Municipal Planning Commission – one meeting in January (2 Subdivision; 6 DPs).
- To date a total of 69 DP applications for Tourist Homes and Short-Term Rental / B&B have been received (3 new in 2023) and either approved or refused. Enforcement is ongoing. There have been 8 appeals, some by the applicant who had been refused, and some by adjacent landowners against an approval.
- Municipal Historic Resources Advisory Committee – no meeting in January.
- SDAB – no hearing in January.
- Nuisance Grounds / Areas of Potential Environmental Concern (Landfills) investigation – the draft report was submitted to Council for consideration at its February 07, 2023 meeting.
- Review of policies and standard operating procedures continues.

Key Performance Indicators (KPIs):

Key Performance Indicator (KPI)	Activity Volume Previous Month	Activity Volume YTD
<b>Facility Maintenance – Plumbing, Construction, Electrical</b>		
Work Orders - issued / closed	36 / 29	36 / 29
<b>Planning &amp; Development</b>		
Compliance Certificate requests processed	6	6
Development permit applications - received / issued	23 / 9	23 / 9
Business Licences reviewed	13	13
LUB enforcement complaints received – new / active	7 / 51	7 / 51
Bylaws - LUB amendment, road/MR closure	3	3
Subdivision applications – new / active	1	1
<b>Safety Codes</b>		
New Housing Starts	0	0
Building permits - issued / inspections / closed	5 / 25 / 8	5 / 25 / 8
Electrical permits - issued / inspections / closed	11 / 22 / 20	11 / 22 / 20
Gas permits - issued / inspections / closed	14 / 13 / 6	14 / 13 / 6
Plumbing permits - issued / inspections / closed	10 / 7 / 4	10 / 7 / 4
PSDS permits - issued / inspections / closed	0 / 0 / 0	0 / 0 / 0

## Protective Services

- **Fire**
  - Aerial will soon be put into service. Most qualifications and base-level training complete
  - Boot camps for new recruits
- **Peace Officer**
  - February enforcement focus:
    - Distracted driving
    - Snow removal
  - 3<sup>rd</sup> Peace Officer received appointment
  - Early morning operation for Hillcrest centre access and Highway 40. Focus on not obeying traffic lights-12 charges
  - Worked with Development office for STR and Tourist Homes
  - Significant dog attack with injury to a person and their dog

Category	Month (Jan)	Year to Date
Number of Charges Laid	48	48
Cases Generated (Incident Count)	13	13
Cases: Requests for Service	15	15
Cases: Officer Observed	10	10
Cases: Received from outside Department/Agency (i.e. RCMP)	2	2
Vehicle Removal Notices	2	2
Vehicles Towed	0	0
Positive Ticketing	0	0
Projected Fine Revenue **	\$12,485	\$12,485

Note\*\* Fine revenue is subject to change through court process

- **Agriculture and Environment**
  - ASB Meeting
  - Ag Fieldman away until April 1, 2023

## Pass Powderkeg Ski Area

- Winter operations are continuing on, with busy weekends and strong weekday visitation.
- Food and beverage sales have been strong this season, likely closing in on last year's total number already.
- Currently, there are 54 staff working in full and part time roles at the ski area.
- School group programs are going very well, and school visits will continue for the rest of the season.
- Gearing up for a busy Family Week break, as well as the second set of the Rippers and Rangers program.
- Snow school revenue has now topped last season's total snow school revenue – a great sign that programs like the Learn To Turn are catching on and growing still.
- Summer events and programming is starting to fill up.

## Community Services

- Parks summer operations planning.
- Assessing needs of pool operations
- Training scheduling
- **Parks / Arena**
  - Public skate Mondays 3:45- 5:15, Thursdays 12 to 1 pm, Fridays 6:30- 7:45pm, Sunday 12:45-1:45pm
  - January 21 and 22 – CNPMH U11 Tournament at the Complex
  - January 27, 28, 29 – NW Warriors Hockey Tournament (Calgary) at the Complex
  - January 28 – Benga Mining Australia Day Event at the MDM
  - February 24 – CANDO Society Wintervention Market at the Elks Hall
  - February 24 – CANDO Society Wintervention Event at the MDM
  - February 25 – Festival and Special Event Application – CNP Food Bank Coldest Night of the Year. Walk through Blairmore and wind up at Elks Hall
  - February 27, 28, March 1, 2 – Alberta Autism Workshop at the MDM
  - March 4 & 5 – CNPMH U9 Tournament
  - March 8, 9, 10 – MCNP Training
  - March 10 and 11 – Over 18 Volleyball Tournament at the MDM
  - March 25 – CNP Dance Festival Society Event at the MDM
  - March 30 - Ammonia Safety Training in Lethbridge
  - March 31 – CNP Music Festival at the MDM
- **FCSS**
  - Home Alone Safe program planned for February 10, 2023 – 9 kids registered.
  - Planning for an Applied Suicide Intervention Certificate program for April 15 & 16. This workshop is being hosted in partnership with Darcy's Nature Walk for Mental Wellness.
  - Working with the Coleman Seniors and Bellecrest Seniors to set up activities to engage seniors in the community.
  - Family Day 2023 – public skating 11am-1pm, family event at MDM 12-1pm, movie night at MDM 6-8
  - Movie in the Park dates have been set for July 14 & August 11
  - Man Van visit – date set for May 15 – 2pm – 6pm at the Elk's Hall parking lot. Advertising will follow.
  - All FCSS Funded orgs annual reports have been submitted. First FCSS Funding Installments have been distributed.
  - Volunteer Appreciation event will be held on Friday April 21. Order of the Crowsnest Pass call for submissions has been sent out to the community. Deadline for submissions is March 17.
  - In development for the Spring/Summer 2023 Community Handbook - will be ready for distribution mid March.
  - Coordinating meals on wheels and subsidized taxi program



- **Programming**
  - Gymnastics Spring Schedule and Registration planning
  - Gymnastics Membership update to AGF(Alberta Gymnastics Federation)
  - Memorial Bench Program – Applications and ordering
  - Planning for new Program Drums Alive, Drumtastic
  - Information for Spring Summer Handbook
  - Family Day Event planning with FCSS
  - Red Cross Babysitting Course



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 7.c

**Subject:** Credit Card Surcharges

**Recommendation:** To consider an additional fee ( surcharge ) when patrons use their credit cards to pay for securities or receivables.

### **Executive Summary:**

Pursuant to a settlement of a Canada merchant class litigation as of October 6, 2022 - merchants can impose an extra fee (surcharge) to patrons that pay for transactions by credit card.

The Municipality pays considerable fees for credit cards charges . Security deposits and receivables are the highest with amounts of \$5000 and more.

Total monthly credit card charges for the office are in excess of \$2000 per month.

The fee for credit card use is capped at 2.4% . Administration would further investigate implementing the fee or investigate using a third party such as OptionPay for credit cards.

### **Relevant Council Direction, Policy or Bylaws:**

If the surcharge was implemented changes/additions would need to be made to the Fee, Rates, Charges Bylaw.

### **Discussion:**

1. To implement a fee for credit card use.
2. Payments for items with credit cards such as security deposits and high permit fees are discouraged because of their cost to the Municipality. A fee would offset some of the costs incurred by the Municipality.

3. Payment of taxes by credit cards has not been allowed because of the cost to the Municipality. With a surcharge tax payments by credit card could be considered.
4. Administration would further research how to properly implement the fee.
5. When investigating how other municipalities handle the use of credit cards, (Okotoks, Diamond Valley, Pincher Creek, Strathmore, Canmore, Cardston, Didsbury, and Brooks) only Didsbury is accepting and charging a fee. Strathmore is accepting credit cards but not charging a fee. All others are either not accepting credit cards or using a third party service. The most commonly used third party is OptionPay. A list of municipalities using their services is attached along with a sample of the tiered fees they charge the customer. OptionPay would collect the funds and fee and then remit to the municipality the amount owed. This appears to be the easiest process to allow a customer to pay by credit card and not have to deal with the banking charges. Further investigation is required.

**Analysis of Alternatives:**

1. To allow a surcharge when credit cards are used for payment of securities, permits and other receivables.
2. Use a third party service to collect the credit card charges with a user fee charged such as OptionPay.
3. To disallow the use of credit cards to pay securities and any receivable over a pre-determined limit.
4. To continue as is - no changes - the Municipality pays for all costs resulting from credit card payments by patrons.

**Financial Impacts:**

A surcharge would offset the fees the Municipality is charged for transactions paid for by credit cards.

The Municipality paid approximately \$23,000 in credit card fees in 2022.

**Attachments:**

[Merchant surcharges, service and convenience fees, and discounts - Canada.pdf](#)  
[Option Pay List of Municipalities.docx](#)  
[OptionPay sample of tiered rate table.pdf](#)

## Merchant surcharges, service and convenience fees, and discounts

From: **Financial Consumer Agency of Canada**

### On this page

- [Surcharges](#)
- [Service and convenience fees](#)
- [Disclosure of surcharges and fees](#)
- [Discounts](#)

## Surcharges

A surcharge is a fee that a merchant may add to a transaction when a consumer pays by credit or debit card.

### Surcharges for credit card payments

As a merchant, you have the option of adding a surcharge to a credit card transaction (except in Quebec). Some payment card network operators (PCNOs) forbid surcharging for prepaid cards.

PCNOs also have different surcharging requirements, such as:

- providing your acquirer and/or your payment card network with advance written notice of your intention to surcharge
- not applying a surcharge that is:
  - higher than your actual cost to accept the credit card
  - higher than 2.4%
  - in addition to a service or convenience fee
- displaying information on surcharges at
  - the point of sale, both in store and online
  - the entrance of physical stores
  - on every receipt

Merchants have the option of surcharging at the brand level or the product level for a specific PCNO's credit card. If a merchant decides to surcharge at the brand level, the surcharge must be the same across all credit cards for that specific payment card network.

If a merchant decides to surcharge at the product level, the surcharge amount may differ between categories of credit card. For example, standard vs premium card.

Certain PCNOs do not allow merchants to surcharge more for their credit cards than for other PCNOs' credit cards.

Merchants should consult with their acquirer regarding these rules.

### Surcharges for debit card payments

Merchants should contact their acquirer about their ability to surcharge for accepting debit card payments. Some networks do not permit merchants to surcharge for debit card payments.

## Service and convenience fees

Certain PCNO rules permit eligible merchants to charge a service or convenience fee for certain types of transactions. Terminology may vary by PCNO. A merchant can verify with their acquirer if they're eligible or not. Merchants who choose to charge those fees for credit or debit payments are not allowed to surcharge.

## Disclosure of surcharges and fees

Merchants must clearly disclose surcharges and fees to cardholders before a transaction is completed. Cardholders must be able to cancel the transaction without penalty before authorizing payment or pay with an alternative form of payment, for example debit or cash.

## Discounts

Under the Code of Conduct for the Credit and Debit Card Industry in Canada, merchants may choose to offer discounts for different payment methods and between different payment card networks.

If merchants choose to offer these types of discounts, they must clearly display the discounts at the point of sale.

Learn more about the Code of Conduct for the Credit and Debit Card Industry in Canada.

For more information on eligible types of transactions, visit the payment card network operators' web sites:

- [Visa](#)
- [Mastercard](#)
- [American Express](#)
- [Discover](#)
- [UnionPay](#)
- [Interac](#)
- [THE EXCHANGE](#)

[Learn how to file a complaint with a payment card network operator.](#)

**Date modified:**

2022-10-25





<ul style="list-style-type: none"> <li>· Birch Hills County, AB</li> <li>· Bruce County, ON</li> <li>· Camrose County, AB</li> <li>· Cardston County, AB</li> <li>· City of Brooks, AB</li> <li>· City of Castlegar, BC</li> <li>· City of Cold Lake, AB</li> <li>· City of Courtenay, BC</li> <li>· City of Fernie, BC</li> <li>· County of Forty Mile, AB</li> <li>· County of Minburn, AB</li> <li>· County of Newell, AB</li> <li>· County of Paintearth, AB</li> <li>· County of St. Paul, AB</li> <li>· County of Two Hills, AB</li> <li>· County of Vermilion River, AB</li> <li>· County of Wetaskiwin, AB</li> <li>· Cypress County, AB</li> <li>· District of Barriere, BC</li> <li>· District of Coldstream, BC</li> <li>· District of Elkford, BC</li> <li>· District of Lake Country, BC</li> <li>· District of Lantzville, BC</li> <li>· District of Sechelt, BC</li> <li>· District of Sparwood, BC</li> <li>· District of Summerland, BC</li> <li>· Flagstaff County, AB</li> <li>· Lacombe County, AB</li> <li>· Lamont County, AB</li> <li>· MD of Bighorn, AB</li> <li>· MD of Fairview, AB</li> <li>· MD of Peace, AB</li> <li>· MD of Provost, AB</li> <li>· MD of Spirit River, AB</li> <li>· MD of Taber, AB</li> <li>· MD of Willow Creek, AB</li> <li>· Municipality of Killarney-Turtle Mountain, MB</li> <li>· Municipality of Shuniah, ON</li> <li>· Ponoka County, AB</li> <li>· Red Deer County, AB</li> <li>· RD of Bulkley Nechako, BC</li> <li>· RD of Columbia Shuswap, BC</li> <li>· RD of North Coast, BC</li> <li>· RD of North Okanagan, BC</li> <li>· RM of Aberdeen, SK</li> <li>· RM of Barrier Valley, SK</li> <li>· RM of Caledonia, SK</li> </ul>	<ul style="list-style-type: none"> <li>· RM of Canwood, SK</li> <li>· RM of Corman Park, SK</li> <li>· RM of De Salaberry, MB</li> <li>· RM of District of Lakeland, SK</li> <li>· RM of Hanover, MB</li> <li>· RM of Hillsdale No. 440, SK</li> <li>· RM of Keys, SK</li> <li>· RM of La Broquerie, MB (EN/FR)</li> <li>· RM of Lac du Bonnet MB</li> <li>· RM of Lumsden, SK</li> <li>· RM of Macdonald, MB</li> <li>· RM of Manitou Lake, SK</li> <li>· RM of Morris, MB</li> <li>· RM of Prince Albert SK</li> <li>· RM of Stanley, MB</li> <li>· RM of Ste. Anne, MB</li> <li>· RM of Stuartburn, MB</li> <li>· Smoky Lake County, AB</li> <li>· Starland County, AB</li> <li>· Summer Village of Rochon Sands, AB</li> <li>· Summer Village of White Sands, AB</li> <li>· Thorhild County, AB</li> <li>· Town of Aberdeen, SK</li> <li>· Town of Assiniboia, SK</li> <li>· Town of Bashaw, AB</li> <li>· Town of Black Diamond, AB</li> <li>· Town of Birch Hills, SK</li> <li>· Town of Bon Accord, AB</li> <li>· Town of Bow Island, AB</li> <li>· Town of Cardston, AB</li> <li>· Town of Castor, AB</li> <li>· Town of Coronation, AB</li> <li>· Town of Creston, BC</li> <li>· Town of Devon, AB</li> <li>· Town of Drayton Valley, AB</li> <li>· Town of Drumheller, AB</li> <li>· Town of Edson, AB</li> <li>· Town of Elk Point, AB</li> <li>· Town of Gibsons, BC</li> <li>· Town of Golden, BC</li> <li>· Town of Hanna, AB</li> <li>· Town of Hay River, NT</li> <li>· Town of High Prairie, AB</li> <li>· Town of Hinton, AB</li> <li>· Town of Innisfail, AB</li> <li>· Town of Ladysmith, BC</li> <li>· Town of Lamont, AB</li> <li>· Town of Langham, SK</li> </ul>	<ul style="list-style-type: none"> <li>· Town of Lumsden, SK</li> <li>· Town of Milestone, SK</li> <li>· Town of Magrath, AB</li> <li>· Town of Morris, MB</li> <li>· Town of Mossbank, SK</li> <li>· Town of Mundare, AB</li> <li>· Town of Nobleford, AB</li> <li>· Town of Onoway, AB</li> <li>· Town of Osoyoos, BC</li> <li>· Town of Oyen, AB</li> <li>· Town of Penhold, AB</li> <li>· Town of Pilot Butte, SK</li> <li>· Town of Pincher Creek, AB</li> <li>· Town of Ponoka, AB</li> <li>· Town of Port McNeill, BC</li> <li>· Town of Radville, SK</li> <li>· Town of Regina Beach, SK</li> <li>· Town of Shellbrook, SK</li> <li>· Town of Smoky Lake, AB</li> <li>· Town of Spirit River, AB</li> <li>· Town of St. Paul, AB</li> <li>· Town of Ste. Anne, MB (EN/FR)</li> <li>· Town of Sylvan Lake, AB</li> <li>· Town of Taber, AB</li> <li>· Town of Tofield, AB</li> <li>· Town of Turner Valley, AB</li> <li>· Town of Two Hills, AB</li> <li>· Town of Vegreville, AB</li> <li>· Town of Wainwright, AB</li> <li>· Town of Waldheim, SK</li> <li>· Town of Westlock, AB</li> <li>· Town of White City, SK</li> <li>· Town of Wynyard, SK</li> <li>· Village of Anmore, BC</li> <li>· Village of Bittern Lake, AB</li> <li>· Village of Breton, AB</li> <li>· Village of Chase, BC</li> <li>· Village of Cumberland, BC</li> <li>· Village of Dunnottar, MB</li> <li>· Village of Gold River, BC</li> <li>· Village of Kaslo, BC</li> <li>· Village of Myrnam, AB</li> <li>· Village of Nakusp, BC</li> <li>· Village of Pemberton, BC</li> <li>· Village of Port Alice, BC</li> <li>· Village of Queen Charlotte, BC</li> <li>· Village of St Pierre Jolys, MB (EN/FR)</li> </ul>
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**OPTIONPAY TIERED RATE TABLE**

Revised May 2019

<b>Transaction Range Start</b>	<b>Transaction Range End</b>	<b>OptionPay Card Load Fee</b>
\$0.01	\$30.00	\$2.00
\$30.01	\$60.00	\$2.00
\$60.01	\$90.00	\$2.65
\$90.01	\$120.00	\$3.74
\$120.01	\$150.00	\$5.15
\$150.01	\$180.00	\$6.08
\$180.01	\$210.00	\$7.01
\$210.01	\$240.00	\$7.94
\$240.01	\$270.00	\$8.87
\$270.01	\$300.00	\$9.80
\$300.01	\$330.00	\$10.73
\$330.01	\$360.00	\$11.66
\$360.01	\$390.00	\$12.59
\$390.01	\$420.00	\$13.52
\$420.01	\$450.00	\$14.45
\$450.01	\$480.00	\$15.38
\$480.01	\$510.00	\$16.31
\$510.01	\$540.00	\$17.24
\$540.01	\$570.00	\$18.17
\$570.01	\$600.00	\$19.10
\$600.01	\$630.00	\$20.03
\$630.01	\$660.00	\$20.96
\$660.01	\$690.00	\$21.89
\$690.01	\$720.00	\$22.82
\$720.01	\$750.00	\$23.75
\$750.01	\$780.00	\$24.68
\$780.01	\$810.00	\$25.61
\$810.01	\$840.00	\$26.54
\$840.01	\$870.00	\$27.47
\$870.01	\$900.00	\$28.40
\$900.01	\$930.00	\$29.33
\$930.01	\$960.00	\$30.26



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 10.a

**Subject:** Highway 3 Twinning Discussion - Mayor Painter

**Recommendation:** That Council have discussion with regard to the Highway 3 Twinning project.

**Executive Summary:**

Mayor Painter requested that this topic be added to an agenda for further discussion by Council.

A request to meet with the Minister of Transportation at the RMA Convention has been submitted.

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

With the recent announcement that Highway 3 Twinning would commence, Mayor Painter requested that this topic be added to an upcoming agenda for Council discussion to address any concerns for the Crowsnest Pass leg of the project and further consider requesting a meeting with Alberta Transportation in this regard.

**Analysis of Alternatives:**

n/a

**Financial Impacts:**

n/a

**Attachments:**



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 10.b

**Subject:** Solid Wastes Method of Collection - Mayor Painter

**Recommendation:** That Council have discussion with regard to the required methods of collection of solid wastes in our community by our contractor.

**Executive Summary:**

Mayor Painter requested that this topic be added to an agenda for further discussion by Council.

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

n/a

**Analysis of Alternatives:**

n/a

**Financial Impacts:**

n/a

**Attachments:**



## **Municipality of Crowsnest Pass Request for Decision**

**Meeting Date:** February 14, 2023

**Agenda #:** 10.c

**Subject:** Doug Dalton - Business License Category Concern Correspondence - Mayor Painter

**Recommendation:** That Council have discussion with regard to the letter from Doug Dalton, and direct Administration to prepare a letter of response.

**Executive Summary:**

Mayor Painter requested that this letter be added to the next agenda for further discussion by Council.

**Relevant Council Direction, Policy or Bylaws:**

1041, 2020 Procedure Bylaw

**Discussion:**

The letter from Doug Dalton was reviewed at the February 7th Council meeting and accepted as information. Mayor Painter indicated that he would like to have further discussion regarding Mr. Dalton's concerns and to provide a letter in response.

**Analysis of Alternatives:**

n/a

**Financial Impacts:**

n/a

**Attachments:**

[2023 01 12 - Doug Dalton - Business License Category Concern.pdf](#)





January 12, 2023

**To: Mayor Painter and Council Members of the Crowsnest Pass**

I am writing on behalf of my partners and myself in regards to the business license increases for the 2023 year for our business JoJo Adventure Rentals.

Our fee last year was far lower than this year's fee of \$500.00. I have reviewed amendment 1125 and noticed that the fee listed for category 2 licensing is listed as bed and breakfast/short term rentals.

Our new business is a kayak and paddle board rental business, which is an equipment rental business and items go out on a daily basis. The business is situated on our daughter and son in-law's property in Coleman. The business works on the premise of individuals pre-booking one or more of the above items, then picking up the items and returning them when their day is completed. The residence where the items are distributed and received, unlike a B&B, Air B&B or short-term rental accommodation, there are no individuals that stay at the residence other than our daughter, son in-law and their two children. Unlike a B&B, Air B&B or short term accommodation where individuals sleep over.

By including businesses, like ours, under the blanket of the new by-law amendment 1125, it places businesses at a disadvantage and definitely makes it difficult for small homebased businesses to be successful in our community. The license rate of \$500.00 for this up and coming year equals one tenth (1/10) of our total income for 2022, due to being a seasonal business and not year round. As we do not rent kayaks and paddle boards in the winter.

As a suggestion, if one thinks outside of the box, I believe that under amendment 1125 subsections could be developed that clarified the Class 2 license based on the business represented at various residences and their ability to be open. Fees could be prorated on that basis with \$500.00 being the maximum for businesses like B&B's, Air B&B and Short-term rental accommodations (open year-round). Then lower fees, to be determined, to facilitate business that may fall into the Class 2 category but do not include any form of accommodation. Including seasonal businesses such as ours. This fee could be slightly higher than the Class 1 fee but lower than the \$500.00 fee for this year.

I thank you in advance for listening and look forward to a reply in this regard.

Sincerely,

Doug Dalton  
Partner, JOJO Adventure Rentals

