



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, September 9, 2025 at 7:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

- 3.a Minutes of the Municipal Planning Commission of July 23, 2025
- 3.b Minutes of the Municipal Planning Commission of August 12, 2025
- 3.c Minutes of the Municipal Historic Resources Advisory Committee of July 21, 2025.

4. ADOPTION OF MINUTES

- 4.a Minutes of the Council Meeting of August 26, 2025

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 Former ASB Members at Large

7. REQUESTS FOR DECISION

- 7.a Bylaw 1202, 2024 - Repeal Bylaw 941, 2015 - *First, Second, and Third Readings*
- 7.b Bylaw 1218, 2025 - Land Use Bylaw Amendment - Redesignate Lot 15, Block 30, Plan 6808CU from "Residential R-1" to "Medium Density Residential R-2A" - *First Reading*
- 7.c Bylaw 1239, 2025 - Land Use Bylaw Amendment - Redesignate all that portion of 133 Street shown as Area 'A' on Plan _____, containing ± 0.125 ha (0.31 acres), from no zoning (closed road) to "Residential R-1" - *First Reading*
- 7.d Bylaw 1240, 2025 - Bear Valley Area Structure Plan (NE-8-7-3-W5M) - *First Reading*
- 7.e Bylaw 1241, 2025 - Land Use Bylaw Amendment - redesignate the NE-8-7-3-W5M from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1" (Bylaw 1240, 2025) - *First Reading*
- 7.f Bylaw 1242, 2025 - LUB amendment and subdivision conceptual scheme - Byron Hills lands in Hillcrest - *First Reading*

- 7.g Bylaw 1243, 2025 - Land Use Bylaw Amendment - redesignate an 8.0 ha (20 acres) portion of the NE¼ 18-8-4-W5M from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1" - *First Reading*
- 7.h Bylaw 1244, 2025 - Land Use Bylaw Amendment - establish the "Reduced Impact Housing – RIH" district, and redesignate Lot 1, Block 40, Plan 9813593 from "Non-Urban Area - NUA-1" to "Reduced Impact Housing – RIH" - *First Reading*
- 7.i 2026 Annual Franchise Fees

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 Tree Removal - Councillor Sygutek

11. IN CAMERA

- 11.a Confidential Evaluations - CAO - ATIA Act Section 22

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 3.a

Subject: Minutes of the Municipal Planning Commission of July 23, 2025

Recommendation: That Council accept the Minutes of the Municipal Planning Commission of July 23, 2025, as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent Council meeting for Council's 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 permits and subdivision applications heard by the commission.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[July 23, 2025 MPC Minutes SIGNED.pdf](#)

PRESENT:	Dean Ward, Chair Sam Silverstone, Vice Chair Gaston Aubin, Member Dave Filipuzzi, Member Doreen Johnson, Member Gus Kollee, Member Glenn Smith, Member
ADMINISTRATIVE:	Katherine Mertz, Development Officer Johan Van Der Bank, Manager of Development & Trades Ryan Dyck, ORRSC Randi Lafreniere, Recording Secretary
ABSENT:	N/A

1. **Call to Order**

The chair called the meeting to order at 2:00 pm.

2. **Agenda**

MOTION by Sam Silverstone to accept the agenda as presented.

CARRIED

3. **Minutes**

MOTION by Doreen Johnson to adopt the minutes of June 25, 2025, as presented.

CARRIED

4. **Consent Agenda**

N/A

5. **Requests for Decision – Subdivision Applications**

5.1 Subdivision 2025-0-096 - Portion of Closed Road and SE 1/4 2-8-4-W5M

MOTION by Dave Filipuzzi to approve Subdivision Application 2025-0-096 with the resolution provided, with the following revisions: 1) delete condition no. 1 regarding Historical Resources Act clearance, and 2) reword condition no. 3 to

read "That any conditions of Service Alberta (Cemeteries) shall be established and complied with prior to the registration of the subdivision plan".

CARRIED

6. Requests for Decision – Development Permit Applications

At 2:08 pm Dean Ward recused himself from the meeting due to a pecuniary interest relative to item 6.4. Sam Silverstone to the chair.

6.1 DP2025-084 – N/A, Coleman (Lot(s) 5 Block N/A Plan 9611980)

For the Comprehensive Site Development Plan (CSDP dated June 5th, 2025) on Lot 5, Block N/A, Plan 9611980; and

For "Tourism Accommodation, Large" (Resort Accommodation) (discretionary use) in Phase 1 containing:

- 60 cabins (plus or minus 3)
- One shed up to 18.6m² per each cabin rental site
- The development of signage inside the resort
- A screening fence up to 1.8m in height along the south and east boundaries of the Phase 1 development.

MOTION by Gaston Aubin to approve DP2025-084 with conditions as identified by Alternative A in the MPC request for decision package and the following revisions:

- (a) Add a new "Prior to Issuance" condition no. 6 that the developer shall remove all references to "Emergency Exit on 27 Avenue" in the Comprehensive Site Development Plan text and maps, and renumber subsequent conditions accordingly.
- (b) Revise conditions 6a and 6d to remove all references to "Emergency Exit on 27 Avenue".
- (c) Insert a new "Prior to Issuance" condition no. 7 that the developer shall revise the Comprehensive Site Development Plan to demonstrate how (the renumbered) conditions 12, 20, 21, 22, 23, 24, 26, and 27 shall be incorporated and compliance therewith ensured, and renumber subsequent conditions accordingly.
- (d) Insert a new "Conditions of a Continuing Nature" condition no. 21 that the landowner shall ensure that there is only one rental units and/or rental / lease agreement per cabin site, and that any cabin is not sub-rented or sub-leased by or to a third party, and renumber subsequent conditions accordingly.
- (e) Insert a new "Conditions of a Continuing Nature" condition no. 22 that the landowner shall ensure that none of the cabins contain a secondary suite and that each cabin has only one kitchen, and renumber subsequent conditions accordingly.

- (f) Insert a new “Conditions of a Continuing Nature” condition no. 23 that the landowner shall ensure that the renters / lessees do not undertake any development or work on any part of the subject property that is contrary to or in addition to the principal and accessory buildings, the cabin design, and the site layout that are approved in this development permit and the Comprehensive Site Development Plan, and renumber subsequent conditions accordingly.
- (g) Insert a new “Conditions of a Continuing Nature” condition no. 24 that the landowner shall include in the lease agreements conditions to require compliance with conditions 12, 20, 21, 22, 23, 26, and 27 in this development permit, and shall provide a copy of the lease agreement to the Development Officer to demonstrate compliance with this requirement, and renumber subsequent conditions accordingly.

CARRIED

At 3:06 pm Dean Ward returned to the meeting and resumed the chair.

6.2 DP2025-085, 091, 092, 093, 094, and 095 – 8633, 8637, 8641, 8645, 8649, 8653, 8657, 8661, 8665, 8669, 8673, 8677 – 24 Avenue, Coleman (Lot(s) 23-34 Block 1 Plan 2210833)

For DP2025-085 - For a “Duplex / Semi Detached Dwelling” on Lots 30 & 29 (discretionary use); and

DP2025-091- For a “Duplex / Semi Detached Dwelling” on Lots 34 & 33 (discretionary use) with a 9% variance to the building height on both lots and a 20% variance to the rear yard setback of the raised deck on Lot 34; and

DP2025-092 - For a “Duplex / Semi Detached Dwelling” on Lots 32 & 31 (discretionary use) with a 9% variance to the building height on both lots and a 20% variance to the rear yard setback of the raised deck on Lot 32; and

DP2025-093 - For a “Duplex / Semi Detached Dwelling” on Lots 28 & 27 (discretionary use); and

DP2025-094 - For a “Duplex / Semi Detached Dwelling” on Lots 26 & 25 (discretionary use) with a 7% variance to the building height on both lots and a 20% variance to the rear yard setback of the raised deck on Lot 26; and

DP2025-095 - For a “Duplex / Semi Detached Dwelling” on Lots 24 & 23 (discretionary use) with a 12% variance to the building height on both lots and a 20% variance to the rear yard setback of the raised deck on Lot 24.

MOTION by Sam Silverstone to approve DP2025-085, 091, 092, 093, 094 and 095 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.3 DP2025-086 – 8627 25 Avenue, Coleman (Lot 48 Block 1 Plan 2210833)

For a “Single-Detached Dwelling” (permitted use) with a one percent variance to the maximum lot coverage.

MOTION by Dave Filipuzzi to approve DP2025-086 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.4 DP2025-087 – 6210 20 Avenue, Coleman (Lot 24 Block 8 Plan 1911588)

A Temporary Development Permit for an “Auto Repair Shop” (discretionary use) for two years (until August 31, 2027).

MOTION by Gus Kollee to approve DP2025-087 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.5 DP2025-088 – 8633 22 Avenue, Coleman (Lot 8 Block 27 Plan 6808CU)

For an “Accessory Building or Use over 18.6m² (200 ft²)” (Greenhouse – 24.15 m²) (discretionary use).

MOTION by Dorreen Johnson to approve DP2025-088 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.6 DP2025-096 – 2013 129 Street, Blairmore (Lot(s) 1 & 2 Block 3 Plan 3319I)

For a “Day Care Facility commercial” (discretionary use).

MOTION by Dave Filipuzzi to approve DP2025-096 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.7 DP2025-101 – 7813 22 Avenue, Coleman (Lot 4 Block 32 Plan 820L)

For a “Secondary Suite, Detached” (discretionary use) in an existing Accessory Building with an 83% variance to the west side yard setback, a 3% variance to the rear yard setback, and a variance to tandem parking.

MOTION by Gus Kollee to approve DP2025-101 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.8 DP2025-108 – 123 Wolfstone Terrace, Coleman (Lot 12 Block 3 Plan 0612636)

For a “Single Detached Dwelling” (permitted use); and

For an “Accessory Building or Use up to 72.8m² prior to the establishment of the principal building or use” (discretionary use); and

For a “Secondary Suite, Detached” above the Accessory Building (discretionary use).

MOTION by Sam Silverstone to approve DP2025-108 with conditions as identified by Alternative A in the MPC request for decision package and the following revision to conditions no. 4 and no. 6 – “If the applicant fails to comply with the time specifications of condition no. 6 (b) relative to the commencement and completion of the principal building, the applicant shall forfeit the security deposit to the Municipality and the Development Authority shall take the appropriate enforcement action.”

CARRIED

7. Land Use Bylaw Amendments

N/A

8. Appeals

N/A

9. Round Table Discussion

9.1 Pursuant to the duplexes in item 6.2 Doreen Johnson requested a future discussion on the staggering / off-setting of building facades in front yards.

10. In Camera

N/A

11. Next Meeting

11.1 Next meeting August 27, 2025, at 2:00 pm.

12. Adjourn

MOTION by Dave Fillipuzzi to adjourn the meeting at 3:37pm.

CARRIED

Municipality of Crowsnest Pass
Municipal Planning Commission Minutes
July 23, 2025

13. Signing of Minutes

Approved By:

Dean Ward
Chairperson

Aug 27/25.
Date

J. W. B.
Manager of Development and Trades

August 27, 2025
Date



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 3.b

Subject: Minutes of the Municipal Planning Commission of August 12, 2025

Recommendation: That Council accept the Minutes of the Municipal Planning Commission of August 12, 2025, as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent Council meeting for Council's 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 permits and subdivision applications heard by the commission.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[SIGNED MPC Minutes Tuesday August 12, 2025.pdf](#)



Municipality of Crowsnest Pass
Municipal Planning Commission Minutes
Tuesday, August 12, 2025, at 2:01 PM

PRESENT:	Dean Ward, Chair Gaston Aubin, Member Dave Filipuzzi, Member Doreen Johnson, Member Gus Kollee, Member Glenn Smith, Member
ADMINISTRATIVE:	Katherine Mertz, Development Officer Johan Van Der Bank, Manager of Development & Trades Randi Lafreniere, Recording Secretary
ABSENT:	Sam Silverstone, Vice Chair (apology)

1. **Call to Order**

The chair called the meeting to order at 2:01 pm.

2. **Agenda**

MOTION by Gus Kollee to accept the agenda as presented.

CARRIED

3. **Minutes**

This is a special meeting, and the minutes of the previous meeting will be considered at the next regular meeting.

4. **Consent Agenda**

N/A

5. **Requests for Decision - Subdivision Applications**

N/A

6. **Requests for Decision – Development Permit Applications**

6.1 **DP2025-061 – 3610 20 Avenue, Coleman (5;5;8;10;SE)**

For a Comprehensive Site Development Plan and a Temporary Development Permit for a maximum 252 person “Work Camp” (Discretionary Use)

MOTION by Gus Kollee to approve DP2025-061 with conditions as identified by Alternative A in the MPC request for decision package, and revised to add

Municipality of Crowsnest Pass
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August 12, 2025

condition #10 regarding wildlife attractants as motioned by Doreen Johnson, as follows:

"It is the responsibility of the Landowner 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 bear proof garbage receptacles)."

CARRIED

7. **Next Meeting**

Next meeting August 27, 2025 at 2:00pm

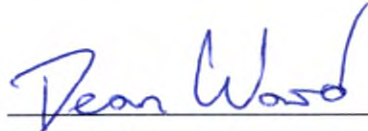
8. **Adjourn**

MOTION by Gus Kolle to adjourn the meeting at 2:16pm.

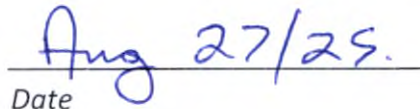
CARRIED

9. **Signing of Minutes**

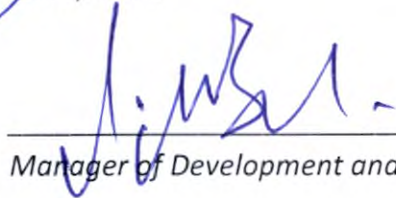
Approved By:



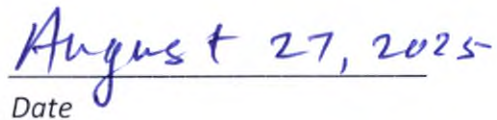
Chairperson



Date



Manager of Development and Trades



Date



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 3.c

Subject: Minutes of the Municipal Historic Resources Advisory Committee of July 21, 2025.

Recommendation: That Council accept the Minutes of the Municipal Historic Resources Advisory Committee of July 21, 2025 as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Municipal Historic Resources Advisory Committee provides their minutes to keep Council apprised of their activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2025 07 21 MHRAC Minutes - Signed.pdf](#)



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE

July 21, 2025, at 3:00 pm

Council Chambers, Coleman Municipal Office

PRESENT:

Board Member	Fred Bradley (Chair)
Board Member	Glen Girhiny
Board Member	Howard Vandenhoeft
Board Member	Bryce Andreasen
Board Member	Bruce Nimmo
Municipal Representative	Katherine Mertz
Municipal Representative	Johan van der Bank

APOLOGIES: Dawn Rigby, Doreen Johnson

NO APOLOGY: Vicki Kubik, Myriah Sagrafena

1. CALL TO ORDER

Fred Bradley called the meeting to order at 3:04 pm.

2. ADOPTION OF AGENDA

MOTION by Howard Vandenhoeft to adopt the agenda as presented.

CARRIED

3. ADOPTION OF MINUTES

MOTION by Glen Girhiny to adopt the minutes of May 26, 2025.

CARRIED

4. CONSENT AGENDA

N/A

5. REQUESTS FOR DECISION

Bruce Nimmo recused himself from the deliberations and voting on item 5.1 due to a pecuniary interest, but remained in the meeting to make a presentation regarding the item. The recusal resulted in a no quorum, and therefore a vote was not recorded on this matter as it will be considered again at the August 25 meeting.

- 5.1 Proposed demolition and redevelopment: DP2025-104 - Oliva Block, 13201 20 Avenue, Blairmore.

MOTION by Glen Girhiny that the Advisory Committee has no concerns with the proposed demolition and redevelopment and offers the following comments:

- a) Since the exterior finishing (stucco or wood) is unknown at this time, the applicant should resubmit final design elevations for review to the Advisory Committee, and this should be added as a condition of development permit approval.



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE

July 21, 2025, at 3:00 pm

Council Chambers, Coleman Municipal Office

- b) The Advisory Committee would appreciate it if the applicant would collaborate with Fred Bradley to coordinate the recording of photographs of the interior and exterior of the existing building before it is demolished.

NO QUORUM (no vote – item will be brought back to the August 25 meeting)

6. ROUND TABLE DISCUSSION

- 6.1 Municipal Historic Plaques - update – permission was obtained from the owners to install plaques on all the properties, except the Orpheum Theatre. Fred Bradley discussed this with the owner, and he is willing to accept the plaque, either above or below the existing heritage sign. Johan will coordinate with Fred and the owner for the plaque installation.
- 6.2 Grant Funding from Heritage Preservation Partnership Program – provincial Heritage Preservation Partnership Program grant approved (\$21,428); matching amount (\$21,428) from Municipal Council approved. There is also \$5,000 approved from the Municipal Council for public consultation on the heritage designation process. The sub-committee will take the following steps before the August 25 meeting:
- finalize the RFP relative to the dates for issuance, questions, and submission deadlines;
 - provide a list of architects that will be invited to submit a proposal.

The Heritage Preservation Partnership Program provided an extension to October 31, 2025 for the Advisory Committee / Municipality to confirm that the project will proceed.

- if the project will proceed, the Advisory Committee must report on the status and initiation date of the project by February 28, 2026. The grant payment (full amount) will be processed once this information is received by February 28, 2028.
- if the project will not proceed, or if reporting is not received by February 28, 2026, the approved grant will be decommitted.

In the project proposal the Advisory Committee established the following timeline for the project, which was implicitly approved when the grant funding application was approved:

- Submit application Heritage Preservation Partnership – Research Category – (February 1, 2025)
- Confirmation of Grant Approval or Rejection (June 2025)
- Issue Request for Proposal to Qualified Consultants (July 2025)
- Award Contract to Consultant (August 2025)
- Finalize detailed Project Plan and Community Consultation Plan with consultant and Crowsnest Pass Municipal Historic Resources Advisory Committee and Municipal staff (August 2025)



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE
July 21, 2025, at 3:00 pm
Council Chambers, Coleman Municipal Office

- Commence project and schedule public consultation and Open House (September 2025 to December 2026)
- Review and presentation of initial results with MHRAC and municipal staff (January - February 2026)
- Schedule open house and presentation to Municipality of Crowsnest Pass Council (March – April 2026)
- Final report submission (May 2026)

The targeted timeline to finalize and issue the RFP can therefore be as follows:

- August 25 MHRAC meeting – finalize the RFP and determine the list of architects that will be invited to submit a proposal.
- Johan to issue the RFP by August 29.
- Proposals to be received by September 19 (or 29).
- September 22 or October 20 MHRAC meeting – review the proposals received and award the project to the successful architect.
- October or November 2025 to February or March 2026 - commence project, review initial results, and schedule public open house.
- March to April – hold public open house and present final draft document to the Municipal Council.
- May 2026 – final report.

Fred Bradley will communicate the project timeline with Carina Naranjilla at the Heritage Preservation Partnership Program. The project open house could include a review of the overall objectives of the Heritage Management Plan and opportunities to designate buildings as Municipal Historic Resources. The sub-committee has prepared a tentative agenda and list of speakers for the open house(s).

- 6.3 Community Updates. Fred Bradley reported that the University of Lethbridge is working with the Municipality regarding the Municipal Historic Resource designation for the Gushul Studio / Artist Residency at 13301 19 Ave, Blairmore. Fred Bradley reported that the CNP Heritage Festival opening is scheduled for August 01 at 7:00 pm in the Polish Hall.

7. NEXT MEETING DATE

Monday August 25, 2025 at 3:00 pm in Council Chambers, Municipal Office (if required).

8. ADJOURNMENT

MOTION by Bryce Andreasen to adjourn the meeting at 4:11 pm.

CARRIED



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE

July 21, 2025, at 3:00 pm

Council Chambers, Coleman Municipal Office

Approved by:

Fred Bradley, Chair

Date



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 4.a

Subject: Minutes of the Council Meeting of August 26, 2025

Recommendation: That Council adopt the Minutes of the Council Meeting of August 26, 2025 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:

[2025 08 26 - Council Meeting Minutes.docx](#)

Municipality of Crowsnest Pass

Council Meeting Minutes

Tuesday, August 26, 2025

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, August 26, 2025.

Council Present:

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

Council Absent: Lisa Sygutek, Vicki Kubik

Administration Present:

Patrick Thomas, Chief Administrative Officer
Kristin Colucci, Deputy Chief Administrative Officer
Brian McCulloh, Director of Finance
Sally Turner, Manager of Finance
Jeremy Wickson, Director of Development, Engineering & Operations
Laken McKee, Recording Secretary

CALL TO ORDER

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

ADOPTION OF AGENDA

Additions:

10.a – McMan 50th Anniversary Celebration – Councillor Ward

01-2025-08-26: Councillor Glavin moved to adopt the agenda as amended.
Carried

CONSENT AGENDA

3.a

Alberta SW Board Bulletin for August 2025

That Council accept the Alberta SW Board Bulletin for August 2025, as information.

3.b

Alberta SW Board Minutes of May 7, 2025

That Council accept the 2025 Alberta SW Board Minutes of May 7, 2025.

3.c

Chinook Arch Regional Library System – Board Report of August 7, 2025

That Council accept the Chinook Arch Regional Library System – Board Report of August 7, 2025.

02-2025-08-26: Councillor Girhiny moved that Council approve the following Consent Agenda items as presented.
Carried

ADOPTION OF MINUTES

03-2025-08-26: Councillor Ward moved to adopt the Minutes of the Council Meeting of August 19, 2025, as amended.
Carried

PUBLIC HEARINGS

Bylaw 1191, 2024 – Road Closure Bylaw

Mayor Painter declared the Public Hearing opened at 1:03 pm for Bylaw No. 1191, 2024

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 called for members of the public to speak in favor or opposition to Bylaw 1191, 2024.

Mayor Painter declared the public hearing closed at 1:04 pm.

Bylaw 1192, 2024 – Road Closure Bylaw

Mayor Painter declared the Public Hearing opened at 1:05 pm for Bylaw No. 1192, 2024

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 called for members of the public to speak in favor or opposition to Bylaw 1192, 2024.

Mayor Painter declared the public hearing closed at 1:06 pm.

Bylaw 1231, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as Lot 5, Block 1, Plan 921 1271, containing ±2.02 ha (5.0 acres), from “Drive-In Commercial – C-2” to “Non-Urban Tourism Accommodation and Recreation – NUTAR

Mayor Painter declared the Public Hearing opened at 1:07 pm for Bylaw No. 1231, 2025

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 called for members of the public to speak in favor or opposition to Bylaw 1231, 2025.

James Middleton – In favor
Bill Kovach – In favor

Mayor Painter declared the public hearing closed at 1:08 pm.

Bylaw 1236, 2025 - Land Use Bylaw Amendment - Redesignate: A) Portions of NE¼ 17-7-3-W5M from “Non-Urban Area – NUA-1” to “Grouped Country Residential – GCR-1”; and B) Portions of NE¼ 17-7-3-W5M from “Non-Urban Area – NUA-1” to “Recreation and Open Space – RO-1”; and C) Portion of Lot 8, Block 1, Plan 0210159 from “Grouped Country Residential – GCR-1” to “Non-Urban Area – NUA-1”

Mayor Painter declared the Public Hearing opened at 1:09 pm for Bylaw No. 1236, 2025

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

Mayor Painter called for members of the public to speak in favor or opposition to Bylaw 1236, 2025.

Clyde Bohmer – Opposed
Bill Kovach – In favour
James Middleton – In favour

Mayor Painter declared the public hearing closed at 1:13 pm.

DELEGATIONS

RCMP 2025 Q1 Update – Sergeant Mark Amatto

Sergeant Mark Amatto of the Crowsnest Pass RCMP detachment was in attendance to present Council with the 1st quarter update from 2025.

NWP Coal Canada LTD

Dave Baines, NWP Coal was in attendance to provide Council with an update regarding the Crown Mountain Coking Coal Project.

REQUESTS FOR DECISION

Bylaw 1231, 2025 – LUB Amendment - Redesignate the lands legally described as Lot 5, Block 1, Plan 921 1271, containing ±2.02 ha (5.0 acres), from “Drive-In Commercial – C-2” to “Non-Urban Tourism Accommodation and Recreation – NUTAR”

04-2025-08-26: Councillor Filipuzzi moved second reading of Bylaw 1231, 2025.
Carried

05-2025-08-26: Councillor Ward moved third and final reading of Bylaw 1231, 2025.
Carried

Bylaw 1236, 2025 – Land Use Bylaw Amendment - Redesignate: A) Portions of NE¼ 17-7-3-W5M from “Non-Urban Area – NUA-1” to “Grouped Country Residential – GCR-1”; and B) Portions of NE¼ 17-7-3-W5M from “Non-Urban Area – NUA-1” to “Recreation and Open Space – RO-1”; and C) Portion of Lot 8, Block 1, Plan 0210159 from “Grouped Country Residential – GCR-1” to “Non-Urban Area – NUA-1”

06-2025-08-26: Councillor Ward moved second reading of Bylaw 1236, 2025.
Carried

07-2025-08-26: Councillor Glavin moved third and final reading of Bylaw 1236, 2025.
Carried

Recess

Mayor Painter called for a short recess at 1:56 pm

Reconvene

Mayor Painter reconvened the meeting at 2:06 pm

Service Areas Report

08-2025-08-26: Councillor Girhiny moved that council accepts the Service Areas Report, as information.
Carried

2025 Q2 Financial Report

09-2025-08-26: Councillor Ward moved that council accepts the 2025 Q2 Financial Report, as information.
Carried

Crowsnest Boat Ramp Repair Project

10-2025-08-26: Councillor Glavin moved that Council defer the Crowsnest Boat Ramp Repair Project and continue lobbying efforts with the province for clarity and support for maintaining the boat ramp.
Carried

Snow Gun Purchase

11-2025-08-26: Councillor Ward moved that Council approves the purchase of the 4 Techno alpine snow guns for \$25,000.00 from the PPK Reserves.
Carried

COUNCIL MEMBER REPORTS

Councillor Glavin attended the budget meeting.

Councillor Ward attended the budget meeting and was happy to see members of the public attending.

PUBLIC INPUT PERIOD

Mindy Pawluk – Wildlife fencing, boat launch and tourist homes concerns.

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

10.a McMan 50th Anniversary Celebration – Councillor Ward

Councillor Ward asked his fellow Councillors if anyone would be interested in attending the McMan 50th Anniversary Celebration in his absence.

IN CAMERA

None

ADJOURNMENT

12-2025-08-26: Councillor Filipuzzi moved to adjourn the meeting at 3:11 pm.
Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 6.a

Subject: Former ASB Members at Large

Recommendation: That Council accept the presentation from Megan Evans, Kathy Wiebe and Dale Paton, as information.

Executive Summary:

Megan Evans, Kathy Wiebe and Dale Paton have been in contact with Mayor Painter regarding the former ASB Board. Council invited Megan Evans, Kathy Wiebe and Dale Paton to come present a Delegation to Council about their concerns regarding an Agricultural Services Board.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[PDF 2025-09-09 CNP ASB MEvans.pdf](#)

[2018_Agricultural_Situational_Statement_for_the_Municipality_of_Crowsnest_Pass.pdf](#)

[2024 03 14 Agriculture Services Board.pdf](#)

Overview of Municipal Agriculture Service Board Grant

Municipality of Crowsnest Pass Council Meeting

September 9, 2025

Megan Evans, Dale Paton and Kathy Wiebe

Overview of the Provincial ASB Program

- Established in 1945
- Supports municipalities in enforcing key legislation
 - Weed Control Act, Ag Pests, Act, etc.
 - Municipalities are legally required to enforce regardless of participation in ASB program
- Strengthens agriculture, environmental stewardship, and community engagement
- Ensures local autonomy in addressing ag and environmental concerns



Why would Crowsnest Pass Participate in an Agricultural Program/Grant?

- There **is** agriculture in the Crowsnest Pass
 - “Nearly half of the municipal land is taxed as farmland” (Agricultural Statement for the Crowsnest Pass, 2018”
- Funding for both agricultural **and** environmental initiatives
- Many municipalities manage agriculture and environmental programs together

Provincial ASB Grant

- Five-year grant cycle
- Provides \$160,000/yr to municipalities (formerly \$105,000)
- Additional \$25,000/yr for the environmental stream
- Municipal grant recipients required to:
 1. Have an active Ag Service Board
 2. Have a **full-time (year-round)** qualified program manager (e.g., Agriculture Fieldman)

History of the ASB program in CNP

- **2010:** Joined the program through support from neighbouring municipalities
- **2010 - ~2021** Continued participation, full-time fieldman, in compliance with grant requirements
 - Additional cross-departmental tasks incorporated in role
- **~2022:** Fieldman position became seasonal
- **2024:** “the ASB 2020-2024 Grant Agreement has been terminated due to the requirement to employ an Agricultural Fieldman in a year-round capacity”

Program Gaps – these things happen Oct-Mar

- Training and professional development
- Program and strategy development
- Grant and funding applications
- Education and outreach
- Municipal Policy and bylaw work
- Feedback on provincial and federal legislative changes
- Reporting and data analysis
- Collaboration with stakeholders
- For a more comprehensive list please see: *2023-02-07 Letter to Mayor & Council re Ag Fieldman Position*

Benefits of a full-time program manager vs seasonal

- High quality candidates
- Staff retention
- Program continuity
- Ensures enforcement of key legislation, coordinates local initiatives, and services as a liaison with the province.
- Is a strategic investment in agricultural and environmental sustainability
- Consistent, year-round expertise to support municipal depts, ensuring input on land use, environmental compliance and planning.

What are the financial implications?

- The municipality of Crowsnest Pass has to run these programs with or without the grant...
- We can either:
 - Run the program without the grant with a seasonal Fieldman
 - Current situation
 - Run the program with the grant (\$160,000 +) and a full time Fieldman
 - (budget implication is 4 months salary and can be paid from the grant)
 - Need to make a case to reapply – not guaranteed
 - **Recommended**

Budget by Department with Projections

Department: Protective Services

Sub-Department - Environmental Services

	2023 Budget	2024 Budget	2025 Budget	2026 Projections	2027 Projections
Revenues					
- Conditional Grants	105,000	-	-	-	-
- Donations	-	-	-	-	-
- Gain/Loss on Disposal	-	-	-	-	-
- Licenses and Fees	-	-	-	-	-
- Other Revenues and Cost Recoveries	20,000	-	-	-	-
- Rental Income	100	-	100	100	100
- Sale of Goods and Services	-	-	-	-	-
- Transfers from Reserves	-	-	-	-	-
Total Revenues	125,100	-	100	100	100
Expenses					
- Administration	3,950	1,300	440	440	440
- Contracted Services	130,000	130,000	141,400	141,400	141,400
- Grants to Organizations	-	-	-	-	-
- Inter-Department Expenses	500	500	500	500	500
- Operations	11,100	6,300	5,000	5,050	5,100
- Repairs and Maintenance	200	200	-	-	-
- Salaries, Wages and Benefits	144,575	111,597	69,319	70,747	70,747
- Service Charges and Interest	-	-	-	-	-
- Transfer to Reserves	11,413	12,495	13,000	15,270	17,455
Total Expenses	301,738	262,392	229,659	233,407	235,642
Net Total	(176,638)	(262,392)	(229,559)	(233,307)	(235,542)

Source: 2025 Budget Crowsnest Pass

Budget Summary

Year	Revenue	Ag Fieldman Staffing	Net Cost
2023	\$105,000	Full Time	\$177,000
2024	\$0	Seasonal	\$262,000
2025	\$100	Seasonal	\$230,000
2026	\$100	Seasonal	\$230,000

Revenue could have been \$105,000 for 2024 and \$160,000+ for 2025 onward.

What is the Ask?

1. We just missed applying for the latest round of ASB grant applications (Jan 2025). We can wait five years and re-apply **OR**
2. The municipality can make the Fieldman position full time (year-round) and make a special case with support from stakeholders to apply to rejoin the program.

Dale, Kathy and myself will help support Option 2

Supplementary Information

- Agricultural Situational Statement for the Municipality of Crowsnest Pass, 2018
- 2023-02-27 Letter to Mayor and Council re: Ag Fieldman Position from ASB Members
- 2024-03-14 Agriculture Services Board letter from Council to ASB Members – notification of termination of program
- 2025 Budget Public Document



Agricultural Situational Statement for the Municipality of Crowsnest Pass

The Municipality of Crowsnest Pass (CNP) is situated in the Foothills and Rocky Mountains of the southwest corner of Alberta, adjacent to the British Columbia border to the west, the Municipal District of Ranchland to the north, and the Municipal District of Pincher Creek to the south and east. The Crowsnest Pass runs along the North American continental divide at the headwaters of the Crowsnest River, and encompasses 6 small settlements (west to east): Sentinel, Coleman, Blairmore, Frank, Bellevue, and Hillcrest, which were amalgamated into the current Municipality in 1979. The 32km, linear shaped Municipality is bordered on the north by the Southwest Rockies Forest Area and Allison/Chinook Public Land Use Zone, and on the south by the Castle Special Management Area (which is scheduled to be designated Castle Wildland Park and Castle Provincial Park). The total Municipal land base is 94,439 acres (Municipal Development Plan, 2001).

Because the area is a mountain pass, municipal land consists of thousands of small parcels in all shapes and sizes. Crown land comprises approximately 56,459 acres (60%), and municipal land comprises 37,980 acres. Nearly half of the municipal land is taxed as farmland, mostly consisting of dryland pasture. There are also 25 tributaries (19 which are named) that drain into the Crowsnest River that flows west to east along the valley bottom (Matthew Coombs, 2013). The busy primary highway number 3 and the Canadian Pacific rail line run along the valley bottom next to the Crowsnest River. Additionally a multitude of major utility right of ways (power and gas) link the Crowsnest Pass to Alberta and British Columbia.

Table 7
CROWSNEST PASS LAND ACREAGE
COMPARISON OF DESIGNATED AND EXISTING LAND USE

LAND USE DISTRICT	DESIGNATED IN LAND USE BYLAW	EXISTING LAND USE 1999
	Acres ± (ha) ±	Acres ± (ha) ±
R-1	537.09 (217.36)	426.00 (172.40)
R-2	3.50 (1.42)	6.50 (2.63)
R-3	22.96 (9.29)	65.40 (26.47)
GCR-1	1598.60 (646.95)	1632.40 (660.63)
C-1	33.50 (13.56)	70.70 (28.61)
C-2	30.40 (12.30)	40.80 (16.51)
C-3	8.30 (3.35)	17.20 (6.96)
I-1	289.30 (117.08)	276.20 (111.78)
SIP-1	37.10 (15.01)	*
RO-1	202.50 (81.95)	333.30 (134.89)
P-1	205.56 (83.19)	268.04 (104.48)
UFG-1	N/A	N/A
NUCR-1	148.70 (60.18)	N/A
NUA-1	34,808.80 (14087.12)	34,733.37 (14,056.59)
DC-1	53.60 (21.68)	N/A
U **	**	110.00 (44.52)
Forest Reserve ***	56,459.23 (22,849.05)	56,459.23 (22,849.05)
TOTALS (+/-)	94,439.14 (38,219.52)	94,439.14 (38,219.52)

* Industrial land from the Sentinel Industrial Park is included in the Industrial total under the Existing Land Use.

** Utility U is not designated in the land use bylaw.

*** Forest Reserve is not designated in the land use bylaw.

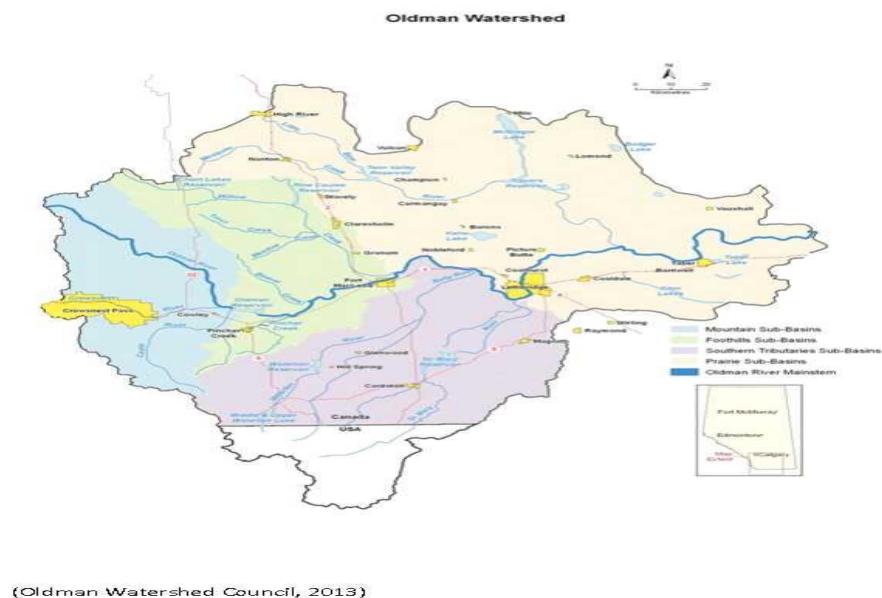
LAND USE CODES

CODE

R-1	Residential
R-2	Duplex Residential
R-3	Multiple Residential
R-4	Manufactured Homes
R-5	Narrow lot Residential
GCR-1	Grouped Country Residential
GCR-2	Grouped Country Residential
C-1	Retail Commercial
C-2	Drive-In Commercial
C-3	Comprehensive Commercial
I-1	Industrial
SIP-1	Sentinel Industrial Park
RO-1	Recreation & Open Space
P-1	Public
NUCR-1	Non-Urban Commercial Recreation
NUA-1	Non-Urban Area
CRV	Comprehensive Resort Village
CSV	Comprehensive Ski Village
DC-1	Direct Control
DC-2	Turtle Mtn Restricted Development Area

The Municipal Development Plan is scheduled to be revised 2017.

Municipal Environmental Reserves (MER's) are included within the Recreation and Open Space land use zoning, many of which are situated along creeks that flow through the various settled communities, plus several along the Crowsnest River. Most of the MER's range from 1 meter to 6 meters in designated width along waterbodies, but some are larger parcels on land immediately next to water, or too steep to develop. Riparian land adjacent to the creeks is always changing, especially after the June 2013 and June 2014 flood events. Local lakes include Island Lake, Crowsnest Lake, Emerald Lake, Window Mountain Lake, Chinook Lake, and Frank Lake. The Crowsnest Pass is part of the Oldman River Basin headwaters.



Historically, agricultural practices have been limited to woodland ranching due to the area's shallow and nutrient poor soils (Walker et al. 1991). Black and Dark Brown soils are present in montane grassland, and forested grassland consists of some Dark Gray Luvisolic and Dark Brown soils. Brunisolic soils are present on steeper slopes with coarse textured gravel beneath. Most soils are not suitable for cropland due to elevation, steepness, and underlying bedrock that prevents tillage practices.

Though some traditional small scale livestock operations exist grazing the mountain and foothills, country residential horse ownership is a considerable factor associated with overgrazing on these small parcels.

Local ranchers and other country residential rural landowners live with wildlife species such as skunks, ground squirrels, pocket gophers, and occasionally, beavers and wood rats (sometimes mistaken for Norway rats). Citizens count on the Agricultural Service Board's Agricultural Fieldman, working in cooperation with local provincial fish and wildlife officials, to advise them on (and assist with) controlling these species in an effective and humane fashion when necessary.

As of the 2011 Census, 5565 people resided in the Municipality of Crowsnest Pass. Individual town sites had been established over 100 years ago, when coal mining was the main industry in the Crowsnest Pass, with dryland ranching and small scale forestry operations as the other major land uses. The last coal mine closed in the early 1980's, with a single limestone quarry serving as a reminder of the community's industrial heritage. Since that time, the land base has been gradually subdivided into smaller acreages, raising the cost of available land for sale. Acreage subdivisions (grouped country residential) accounted for 1632 acres in 2001, and have been growing steadily since that time (Municipal Development Plan, 2001). Approximately 24% of the community are part-time residents who have purchased properties or acreages for recreation, retirement, or as long term investments (Alberta Government 2010).



March 11, 2024

Agriculture Services Board Members
Kathy Wiebe
Megan Evans
Dale Paton

VIA EMAIL

Dear Board Members:

Re: Agriculture Services Board

On behalf of Municipal Council, I am writing to inform you that, regrettably, the ASB 2020-2024 Grant Agreement has been terminated due to the requirement to employ an Agricultural Fieldman in a year-round capacity. Consequently, the services of the board overseeing this program are no longer required, and the board is being disbanded.

First and foremost, I would like to express my gratitude to each member of the board for your dedication, time, and commitment in contributing to the success of the Agricultural Services Program. Your tireless efforts and valuable insights have played a significant role in advancing the objectives of the program and serving the community.

It is with deep appreciation that we acknowledge the countless hours you have devoted to ensuring the smooth operation and effectiveness of the program. Your expertise and unwavering support have been instrumental in achieving our shared goals.

While the decision to terminate the program and disband the board was not made lightly, please be assured that it was done after careful consideration of all factors involved. Despite this setback, we remain committed to fulfilling our obligations under the legislated requirements under the Weed Control Act, Agricultural Pests Act, and the Soil Conservation Act. We are dedicated to ensuring that all legislative requirements are met, and that the needs of our community continue to be addressed effectively.

Once again, I extend my sincerest thanks to each of you for your service and commitment to the Agricultural Services program. Your passion and dedication have left an indelible mark on our community.

Thank you once again for your invaluable service.

Sincerely,



Mayor Blair Painter

Municipality of Crowsnest Pass

403-563-0700

blair.painter@crowsnestpass.com

cc: Patrick Thomas, Chief Administrative Officer
Jesse Fox, Manager of Protective Services



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.a

Subject: Bylaw 1202, 2024 - Repeal Bylaw 941, 2015 - First, Second, and Third Readings

Recommendation: That Council consider first, second, and third readings of Bylaw 1202, 2024.

Executive Summary:

Bylaw 941, 2015 is a road closure bylaw that was not registered at land titles, and the intended land sale and consolidation never proceeded. Thus the bylaw has become ineffective and obsolete. Rather than proceeding with the road closure that is no longer operative or required, it was determined that the bylaw should be repealed under Bylaw 1202, 2024.

The CAO has reviewed the matter and certifies that the proposed Bylaw 1202, 2024 was prepared in accordance with Section 63 of the MGA as the purpose of Bylaw 941, 2015 is now obsolete.

Relevant Council Direction, Policy or Bylaws:

Bylaw 941, 2015

Sections 22, 63(2)(a), 63(4), and 65 of the Municipal Government Act.

Discussion:

Bylaw 941, 2015 initiated the process to close a portion of road for the purpose of resale to adjacent residential lands. The proposed sale was not concluded and has expired, and Administration was provided direction to repeal the bylaw rather than proceed with the surveying costs associated with completing the road closure for no apparent reason. Following the passing of Bylaw 1202, 2024, the Minister of Transportation and Economic Corridors will be notified of the repealed bylaw.

Section 63(2)(a) of the Municipal Government Act provides a council with the authority to make a bylaw to repeal a bylaw that is inoperative, obsolete, expired, spent, or otherwise ineffective. Section 63(4) of the Municipal Government Act read together with section 65 of the Municipal Government Act provides that a bylaw made in accordance with section 63(2)(a) does not require advertising or a public hearing if the Chief Administrative Officer certified in writing that the bylaw was prepared in

accordance with section 63.

Analysis of Alternatives:

Pursuant to sections 63(2)(a), 63(4), and 65 of the Municipal Government Act, Council may consider first, second, and third readings of Bylaw 1202, 2024 at the same meeting, there being no requirement for advertising or a public hearing.

Financial Impacts:

N/A

Attachments:

[Bylaw 1202, 2024 - Repealing Bylaw 941,2015.docx](#)

[Bylaw 1202, 2024 Schedule A 17-13773.pdf](#)

[Bylaw 941, 2015.pdf](#)

Municipality of Crowsnest Pass
Bylaw 1202, 2024
REPEAL BYLAW

BEING a bylaw of the Municipality of Crowsnest Pass to repeal Bylaw 941, 2015 that is no longer required.

WHEREAS section 63(2)(a) of the Municipal Government Act, RSA 2000, c M-26, as amended, provides a council with the authority to make a bylaw to repeal a bylaw that is inoperative, obsolete, expired, spent, or otherwise ineffective;

AND WHEREAS section 63(4) read together with section 65 of the Municipal Government Act, RSA 2000, c M-26, as amended, provide that a bylaw made in accordance with section 63(2)(a) does not require advertising or a public hearing if the Chief Administrative Officer certified in writing that the repeal bylaw was prepared in accordance with section 63;

AND WHEREAS the Chief Administrative Officer has certified the same;

NOW, THEREFORE, the Council of the Municipality of Crowsnest Pass, duly assembled, enacts as follows:

1. Repeal

1.1 Bylaw No. 941, 2015, Road Closure Bylaw is hereby repealed

2. Effective Date

2.1 This Bylaw shall come into force and effect on the date of third reading.

Read a first time this ____ day of _____, 20____.

Read a second time this ____ day of _____, 20____.

Read a third and final time this ____ day of _____, 20____.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

Schedule 'A'
Bylaw 1202, 2024

REGISTRAR
LAND TITLES OFFICE

PLAN NO. _____

ENTERED AND REGISTERED

ON _____

INSTRUMENT NO : _____

A.D. REGISTRAR

THE MUNICIPALITY OF CROWSNEST PASS

PLAN SHOWING SURVEY OF
AREA FOR ROAD CLOSURE PURPOSES

AFFECTING PART OF

ROAD PLAN 1451 Q.

ALL WITHIN

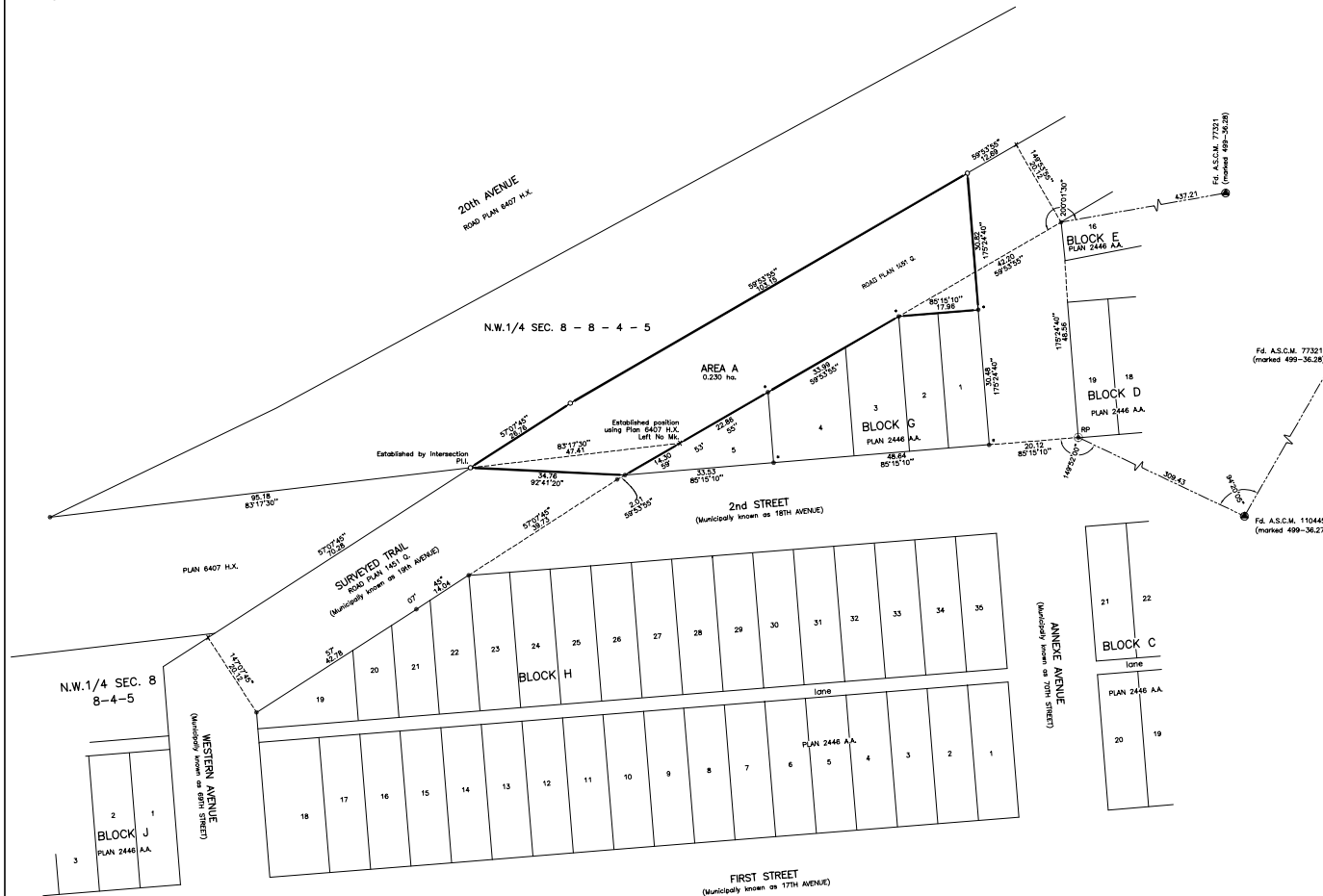
N.W.1/4 SEC. 8; TWP. 8; RGE. 4; W.5 M.

BY: T.C. PENNER, A.L.S.

SCALE 1:500



A.S.C.M. - Alberta Survey Control Markers found shown thus
F.L.I. - Statutory Iron Posts found shown thus
P.L.I. - Statutory Iron Posts placed shown thus marked "P004"
Temporary points placed shown thus
* Denotes iron post placed by T. C. Penner, A.L.S. on the date of March 17th, 2015 (File No. 15-12680)
Distances are shown in metres and decimal parts thereof
Bearings are GRD and are derived from GNSS observations
PROJECTION - 31M
DATUM - NAD83 (original)
REFERENCE MERIDIAN - 114°
COMBINED SCALE FACTOR - 0.999712
RP - Geo-reference point shown thus RP
Coordinate value for Geo-reference point is N: 5499847.48 E: -37211.39
Portion to be registered is found in heavy black lines and contains 0.230 ha.
Found No Marks on Plan 2446 A.A. except where shown.



SURVEYOR
NAME : T. C. PENNER, A.L.S.
SURVEYED ON THE DATE OF JUNE 13th, 2017
IN ACCORDANCE WITH THE PROVISIONS OF
THE SURVEYS ACT.



REQUESTED BY:
THE MUNICIPALITY OF CROWSNEST PASS

DRAWING FILE : 17-13773.DWG
CLIENT : THE MUNICIPALITY OF CROWSNEST PASS
FILE NO. : 17-13773 CJB (6.0 sq.ft.)

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 941, 2015

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 HIGHWAY 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 highway closed, 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 therefore disposing of same, 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

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 highways, subject to rights of access granted by other legislation:

Road Plan 1451Q (19th Avenue, Coleman)

All that portion of Road Plan 1451Q which lies west of 70th Street to the Intersection with 18th Avenue

Containing 0.239 Hectares (0.59 Acres) More or Less

EXCEPTING THEREOUT ALL MINES AND MINERALS

BYLAW 941, 2015

Received first reading this 20th day of October, 2015.

Carried



Blair Painter

Mayor



Sheldon Steinke

Chief Administrative Officer

Approved this 20 day of February 2016



Minister of Transportation

Received second reading this 22nd day of March, 2016.
Carried

Received third reading and finally passed this 22nd day of March, 2016.
Carried



Chief Elected Official

Seal



Chief Administrative Officer

Bylaw 941, 2015

COLEMAN

ROAD CLOSURE BYLAW 941, 2015

LAND USE AMENDMENT BYLAW 942, 2015

19TH AVENUE



70 STREET

18 AVENUE

17 AVENUE

70 STREET

18 AVENUE

18 AVENUE

69 STR



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.b

Subject: Bylaw 1218, 2025 - Land Use Bylaw Amendment - Redesignate Lot 15, Block 30, Plan 6808CU from "Residential R-1" to "Medium Density Residential R-2A" - First Reading

Recommendation: That Council give first reading to Bylaw 1218, 2025.

Executive Summary:

Bylaw 1218, 2025 proposes the redesignation of the subject property for the purpose of correcting what appears to be an illegal use. The Multi-Unit Residential Building (Fourplex) established in 1972 appears to be an illegal use in the Residential R-1 land use district, where Multi-Unit Residential Building is not allowed. Redesignating it to the R-2A district where "Multi-Unit Residential Building not exceeding two storeys" is a permitted use in the current land use bylaw, will resolve the issue.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)
Land Use Bylaw No. 1165, 2023

Discussion:

The subject parcel is in an established residential neighbourhood along 19 Avenue in Coleman. There is not a development permit on record for the existing single-storey Multi-Unit Residential Building (fourplex). The building is shown in the assessment records as constructed in 1972. A dwelling constructed in Coleman in 1971 or earlier, prior to the adoption of a land use bylaw, without a development permit would have had non-conforming status. While the subject building could have been built in 1971 or earlier (and thus would have non-conforming status), based on the existing record the building is deemed illegal (i.e. it does not have the benefit of a development permit and was apparently constructed in 1972). Administration recommends that the property be brought into compliance by redesignating the property to "Medium-Density Residential R-2A" in which a "Multi-Unit Residential Building not exceeding two storeys" (Fourplex) is a permitted use.

Across the street on 19 Avenue there are four properties in the R-2A district, two of which are developed with a duplex and two that are vacant.

Analysis of Alternatives:

Council should proceed with first reading of Bylaw 1218, 2025 to initiate public consultation.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1218, 2025 - CNP LUB 1165, 2023 Lot 15, Block 30, Plan 6808CU \(May 2025\) \(2\).docx](#)

[Bylaw 1218, 2025 - Schedule A.pdf](#)

[Bylaw 1218, 2025 - Schedule A Ortho.pdf](#)

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1218, 2025

LAND USE BYLAW AMENDMENT – Redesignate Lot 15, Block 30, Plan 6808CU

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as Lot 15, Block 30, Plan 6808CU, containing ± 0.044 ha (0.109 acres), from “Residential – R-1” to “Medium Density Residential – R-2A”, 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 “Medium Density Residential – R-2A” 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 Lot 15, Block 30, Plan 6808CU, containing ± 0.044 ha (0.109 acres), from “Residential – R-1” to “Medium Density Residential – R-2A”, as shown on Schedule ‘A’ attached hereto and forming part of the bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

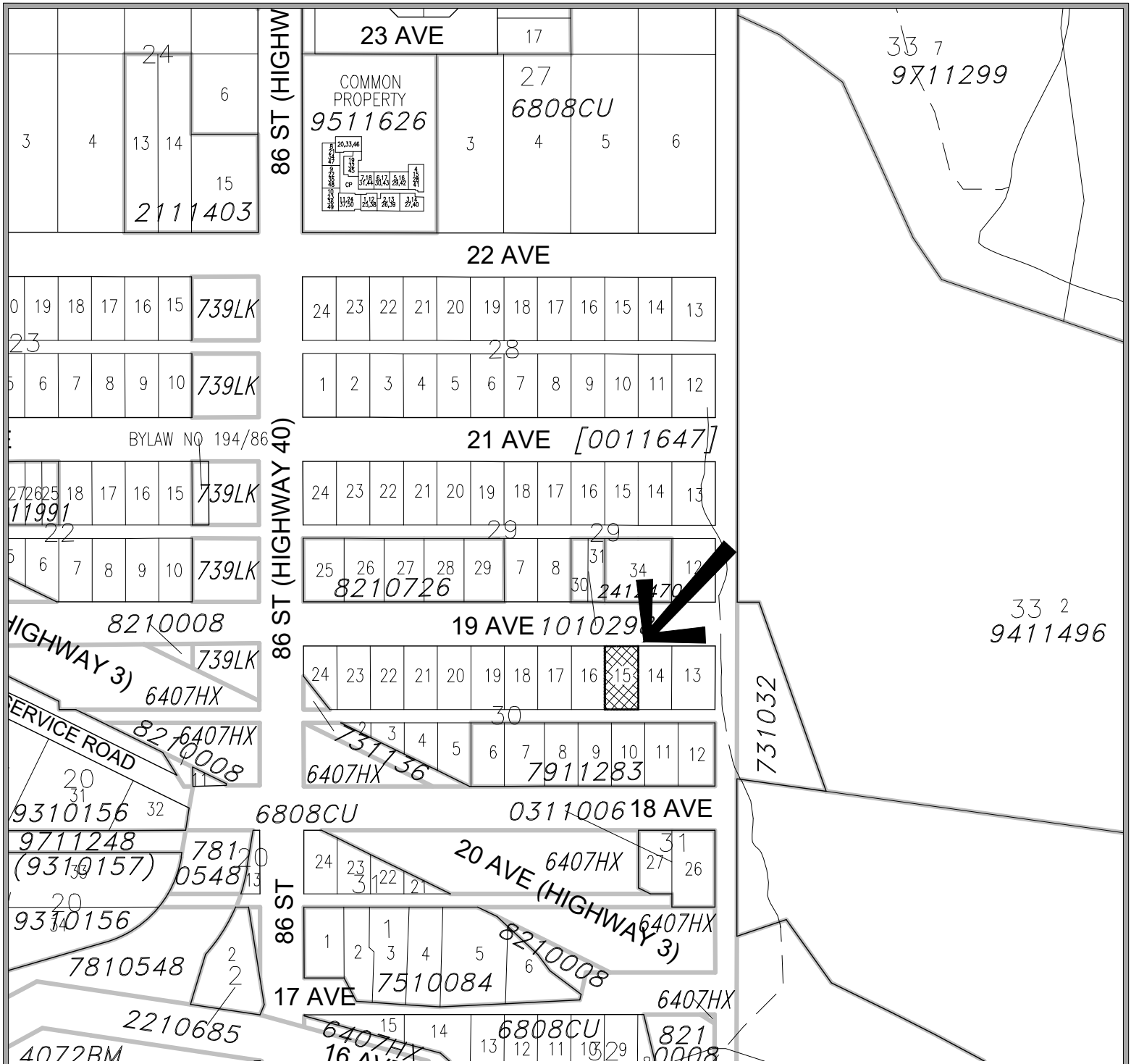
READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: RESIDENTIAL – R-1

TO: MEDIUM DENSITY RESIDENTIAL – R-2A

LOT 15, BLOCK 30, PLAN 6808CU

WITHIN NW 1/4 SEC 9, TWP 8, RGE 4, W 5 M

MUNICIPALITY: CROWSNEST PASS (COLEMAN)

DATE: APRIL 30, 2025

Bylaw #: 1218, 2025

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"





Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.c

Subject: Bylaw 1239, 2025 - Land Use Bylaw Amendment - Redesignate all that portion of 133 Street shown as Area 'A' on Plan _____, containing ± 0.125 ha (0.31 acres), from no zoning (closed road) to "Residential R-1" - First Reading

Recommendation: That Council give first reading to Bylaw 1239, 2025.

Executive Summary:

Bylaw 1239, 2025 proposes the redesignation of a closed portion of road, legally described as all that portion of 133 Street shown as Area 'A' on Plan _____, containing ± 0.125 ha (0.31 acres). Bylaw 1220, 2025 was signed by the Minister of Alberta Transportation and Economic Corridors and given third reading by Council. The plan registration and the new certificate of title for the closed road portion will now be registered and issued by the Land Titles Office. The purpose of the redesignation is to provide the prospective landowner, who is in the process of acquiring the land from the Municipality, the opportunity to make a development permit application for the development of a Single Detached Dwelling, which is a permitted use in the R-1 district.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)
Land Use Bylaw No. 1165-2023

Discussion:

Council passed Motion 16-2024-07-16 to sell the subject road portion. The conditions of sale include that the road must be closed by bylaw and the land must be redesignated for residential development, at no cost to the Municipality.

The Road Closure Bylaw 1220, 2025 was signed by the Minister of Transportation and Economic Corridors, and received third reading on August 19, 2025. The road closure is currently being prepared for registration at the Land Titles Office and the creation of a new certificate of title. The Plan Number will become available when the Land Titles Office registers the plan and issues a new certificate of title for the portion of land. At that point the applicant will be in a position to close the land transfer.

Bylaw 1239, 2025 proposes to redesignate the to-be-created parcel to the Residential R-1 land use district, in which "Single-Detached Dwelling" is a permitted use. The surrounding parcels are in the Residential R-1 district, with the exception of the Municipally-owned parcel to the south, which is in the Non-Urban Area NUA-1 (i.e. the Old Sartoris Staging Area Nuisance Ground), and the Municipally-owned park and playground adjacent to the west (Lots 5-10, Block 19, Plan 338OT).

The subject land is within the Area of Potential Environmental Concern Overlay District of the land use bylaw however, based on the June 2024 Phase II Environment Assessment and section 4.2 (a) of the APEC overlay district, new developments may encroach into the 300 metre setback distance up to the greater distance of either the current property boundary of the APEC site or 50 metres from the boundary of the buried waste, whichever is greater, and subject to conditions such as the implementation of mitigative measures. For example, a new residential development containing a basement greater than 1.0 metres into the ground should have a vapour barrier and/or other ventilation system under and around the entirety of the foundation to mitigate potential soil vapour intrusion. These matters will be addressed at the development permit stage.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[Bylaw 1239, 2025.docx](#)

[Schedule A Bylaw 1239, 2025 - map.pdf](#)

[Schedule A Bylaw 1239, 2025 - map \(AERIAL\).pdf](#)

[25-16669.pdf](#)

MUNICIPALITY OF CROWSNEST PASS

BYLAW 1239, 2025

LAND USE BYLAW AMENDMENT

Redesignate all that closed portion of 133 Street shown as Area 'A' on Plan _____

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as all that portion of 133 Street shown as Area 'A' on Plan _____, containing ± 0.125 ha (0.31 acres), from no zoning (closed road portion) to "Residential – R-1", as shown on Schedule 'A' attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the proposed amendment is to provide for the opportunity to use and develop the subject lands in accordance with the provisions of the "Residential – R-1" land use district (once a certificate of title has been issued).

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 all that portion of 133 Street shown as Area 'A' on Plan _____, containing ± 0.125 ha (0.31 acres), from no zoning (closed road) to "Residential – R-1", as shown on Schedule 'A' attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

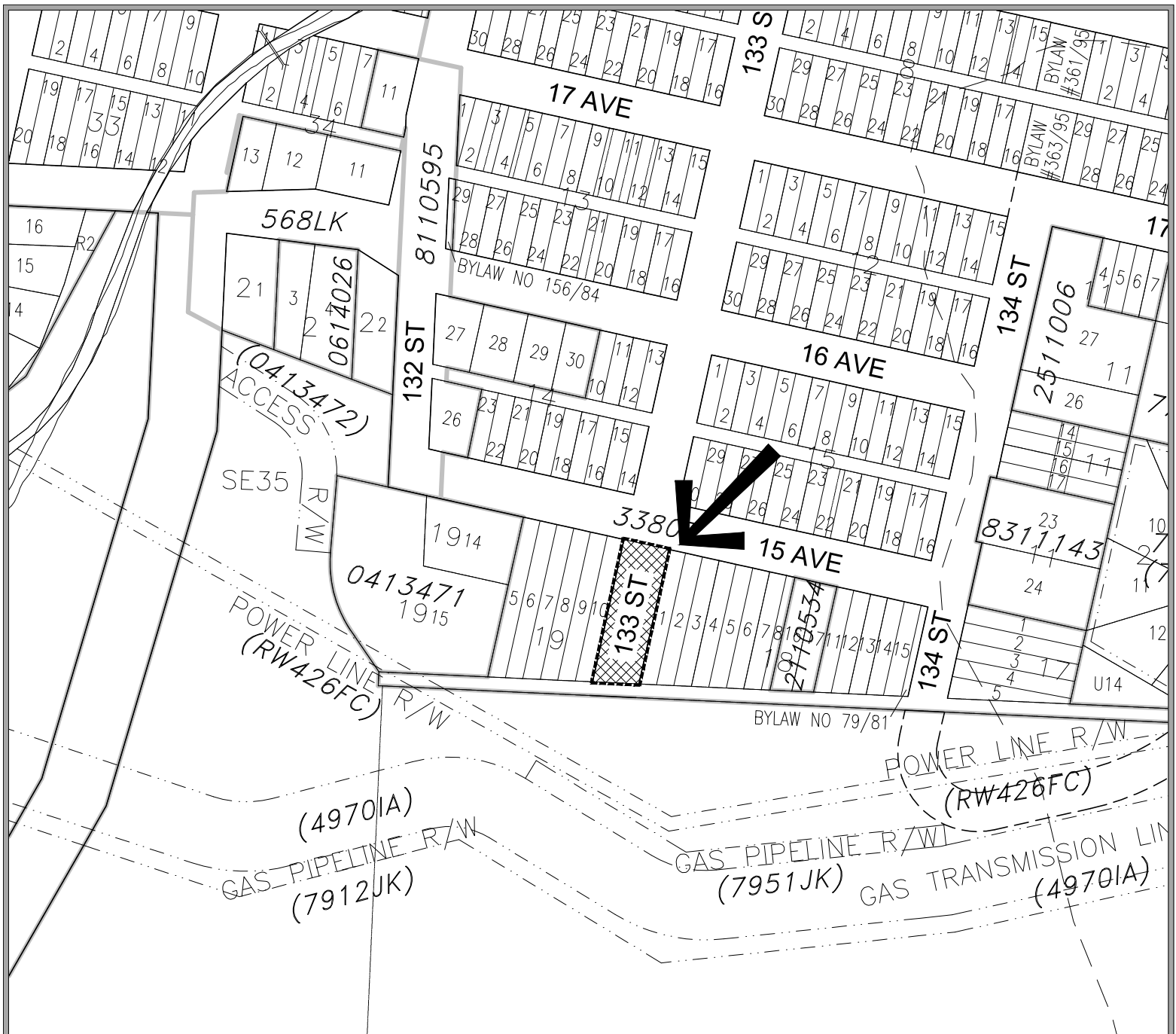
READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE REDESIGNATION SCHEDULE 'A'



FROM: NO LAND USE
TO: RESIDENTIAL – R-1

ALL THAT PORTION OF 133 STREET SHOWN AS AREA 'A' ON PLAN ____
WITHIN SE 1/4 SEC 35, TWP 7, RGE 4, W 5 M

MUNICIPALITY: CROWSNEST PASS (BLAIRMORE)
DATE: AUGUST 15, 2025

Bylaw #: 1239, 2025
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"



Aerial Photo Date: 2021

LAND USE REDESIGNATION SCHEDULE 'A'



FROM: NO LAND USE
TO: RESIDENTIAL – R-1

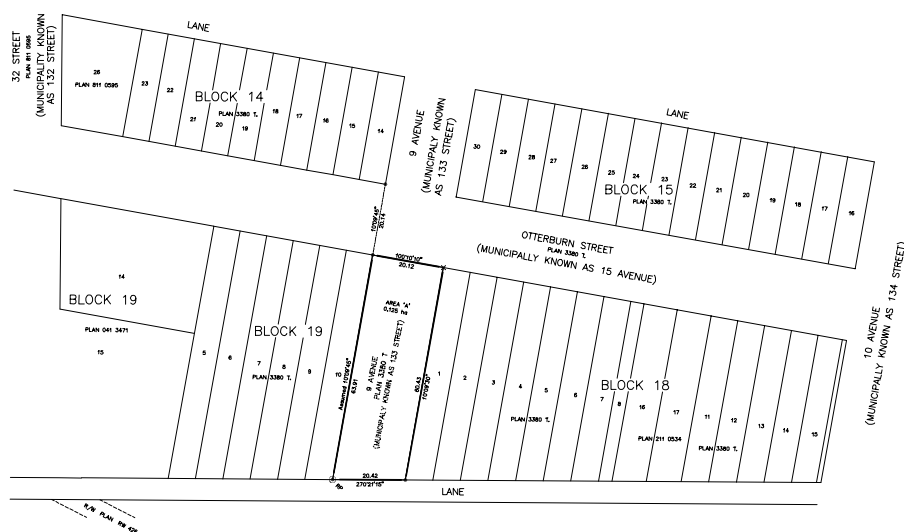
ALL THAT PORTION OF 133 STREET SHOWN AS AREA 'A' ON PLAN ____
WITHIN SE 1/4 SEC 35, TWP 7, RGE 4, W 5 M

MUNICIPALITY: CROWSNEST PASS (BLAIRMORE)
DATE: AUGUST 15, 2025

Bylaw #: 1239, 2025
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"



REGISTER
LAND TITLES OFFICE

PLAN NO. _____
ENTERED AND REGISTERED
ON _____
INSTRUMENT NO.: _____
A.D. REGISTER

MUNICIPALITY OF CROWSNEST PASS

PLAN SHOWING SURVEY OF FILED PLAN FOR
ROAD CLOSURE PURPOSES
OF PART OF

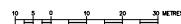
9TH AVENUE, PLAN 3380 T.

WITHIN

S.E. 1/4 SEC. 35, TWP. 7, RGE 4, W. 5 M.

BY: T.C. PENNER, A.L.S.

SCALE 1:500



Full - Stationary iron points found shown that
DRI hole found shown that
Stationary iron points found shown that
Bearings on DRI and one defined from Plan 3471
PROJECTION - UTM
DATUM - NAD83 (English)
HORIZONTAL DATUM - UTM
VERTICAL DATUM - UTM
PP - Geo-reference point shown that
Coordinate value for Geo-reference point is to 5466168.00 E - 31418.00 N
Portion to be registered is bound in heavy black lines and contains 0.125 ha.

SURVEYOR
NAME - T.C. PENNER, A.L.S.
SURVEYED ON THE DATE OF MARCH 27th, 2025
IN ACCORDANCE WITH THE PROVISIONS OF
THE SURVEYS ACT.



REQUESTED BY
JEREMY WICKSON

DRAWING FILE : 25-16669.DWG
CLIENT : JEREMY WICKSON
FILE NO. : 25-16669

MJ



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.d

Subject: Bylaw 1240, 2025 - Bear Valley Area Structure Plan (NE-8-7-3-W5M) - First Reading

Recommendation: That Council give first reading to Bylaw 1240, 2025.

Executive Summary:

Bylaw 1240, 2025 proposes the adoption of the Bear Valley Area Structure Plan to establish a framework for redesignation and future subdivision for the NE-8-7-3-W5M.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.

Discussion:

The Bear Valley Area Structure Plan (ASP) is attached as Schedule 'A' to Bylaw 1240, 2025.

Over the past several months the landowner has developed the Bear Valley ASP for the lands legally described as the NE-8-7-3-W5M, containing ±64.7 ha (160 acres). The ASP proposes approximately 40 to 49 country residential parcels on the land that is immediately west of the existing Adanac Subdivision.

On April 09, 2025 the Municipality in collaboration with the applicant issued a Municipal Government Act s. 636 notification to adjacent landowners (including all landowners in the existing Adanac Subdivision), provincial government agencies, and third-party utility companies of the Municipality's intent to prepare a new statutory plan. On August 11, 2025 the applicant hosted a public open house. The feedback from the notification and the open house is summarized in the ASP, as well as how the applicant incorporated the feedback in the final ASP land use concept and policies.

The ASP summarizes the findings and recommendations of four specialist studies that were completed as part of the ASP preparation:

- Biophysical Impact Assessment by Bear Tracks Environmental Services - the biophysical assessment concluded that some value components will be adversely affected however, historic anthropogenic impacts (existing development on adjacent lands) and natural disaster (fire) within the study area reduce the significance of these impacts.
- Groundwater Supply Assessment by Arletta Water Resources - from the Phase I groundwater feasibility assessment for 30 residential lots it was determined based on available pumping test data that the diversion of 1,250 m³/year of water for household purposes under section 21 of the Water Act will not interfere with existing household users, licensees, or traditional agricultural users who exist when the subdivision is approved. At the time of subdivision a Phase II assessment for the actual number of proposed parcels (less than 40 to 49) will be required to satisfy the requirements of s. 23 of the Water Act.
- Geotechnical Investigation Report by Parkland Geo Ltd. - the geotechnical report did not identify major visual slope stability concerns and recommends a safe setback from steep slopes or a detailed slope stability assessment if the recommended setbacks are not maintained. The study found that the subsurface soil condition in the area are generally suitable for soil-based private sewage disposal systems, and where local site conditions are not suitable, a modified type of system such as a Leaf Forest Humus at-grade system would have to be considered.
- Stormwater Management Plan by McElhanney - the stormwater management plan proposes that to offset the increase in peak flow and volume, the placement of road source controls within road ditches is recommended to be designed during the detailed design phase at the subdivision stage. Lot specific detention storage requirements will be needed by the owners / developers of each lot. Inclusion of several source controls can help with splitting the required storage and provide an effective site drainage system to prevent ponding and maintain pre-development flow paths.

The specialist studies are available upon request.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1240, 2025.docx](#)

[Bylaw 1240, 2025 - Schedule A - Bear Valley Area Structure Plan_FINAL.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
Bylaw 1240, 2025
BEAR VALLEY AREA STRUCTURE PLAN

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to adopt the Bear Valley Area Structure Plan for the NE-8-7-3-W5M.

WHEREAS section 633 of the Municipal Government Act empowers a municipal council to adopt by bylaw an area structure plan.

AND WHEREAS the Council of the Municipality of Crowsnest Pass wishes to adopt the Bear Valley Area Structure Plan for the lands legally described as the NE-8-7-3-W5M, containing ±64.7 ha (160 acres), to provide a framework for the redesignation and future subdivision and development of the lands.

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:

1. The area structure plan contained in Schedule 'A' attached hereto and forming part of this bylaw is hereby adopted as the Bear Valley Area Structure Plan.
2. Bylaw No. 1240, 2025 comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

BEAR VALLEY AREA STRUCTURE PLAN

Municipality of Crowsnest Pass

Submitted to:
Municipality of Crowsnest Pass

Prepared for:
Sentry Land Corp



Prepared by:
McElhanney Ltd.



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Photo Credits: Photos in this document were provided by Sentry Land Corp.



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1.0 INTRODUCTION

1.1 Purpose

The Bear Valley Area Structure Plan (ASP) provides a statutory framework to guide the orderly, environmentally responsible, and economically sustainable development of the Plan Area. Its purpose is to ensure that future development:

- a. Aligns with the relevant policies in the Municipality of Crowsnest Pass' Municipal Development Plan and Land Use Bylaw and other relevant planning frameworks;
- b. Is compatible with surrounding rural land uses;
- c. Preserves key environmental features;
- d. Supports a high quality of life through thoughtful site planning and servicing strategies; and
- e. Complies with the requirements of the Municipal Government Act for Area Structure Plans.

1.2. Plan Area Location

The Plan Area is situated in the southeastern region of the Municipality of Crowsnest Pass, approximately 1 kilometre southwest of Highway 3 (20 Avenue) and 2 kilometres to the south of the community of Hillcrest adjacent to the existing Adanac subdivision. It consists of a single titled parcel encompassing a total area of 64.7 hectares. The parcel is legally described as the Northeast Quarter of Section 8, Township 7, Range 3, West of the Fifth Meridian (NE ¼ Sec. 8, Twp. 7, Rge. 3, W5M).

The site is directly accessible via Adanac Rise bordering the southeast boundary of the property.

Figure 1. Plan Area Location within the Municipality of Crowsnest Pass

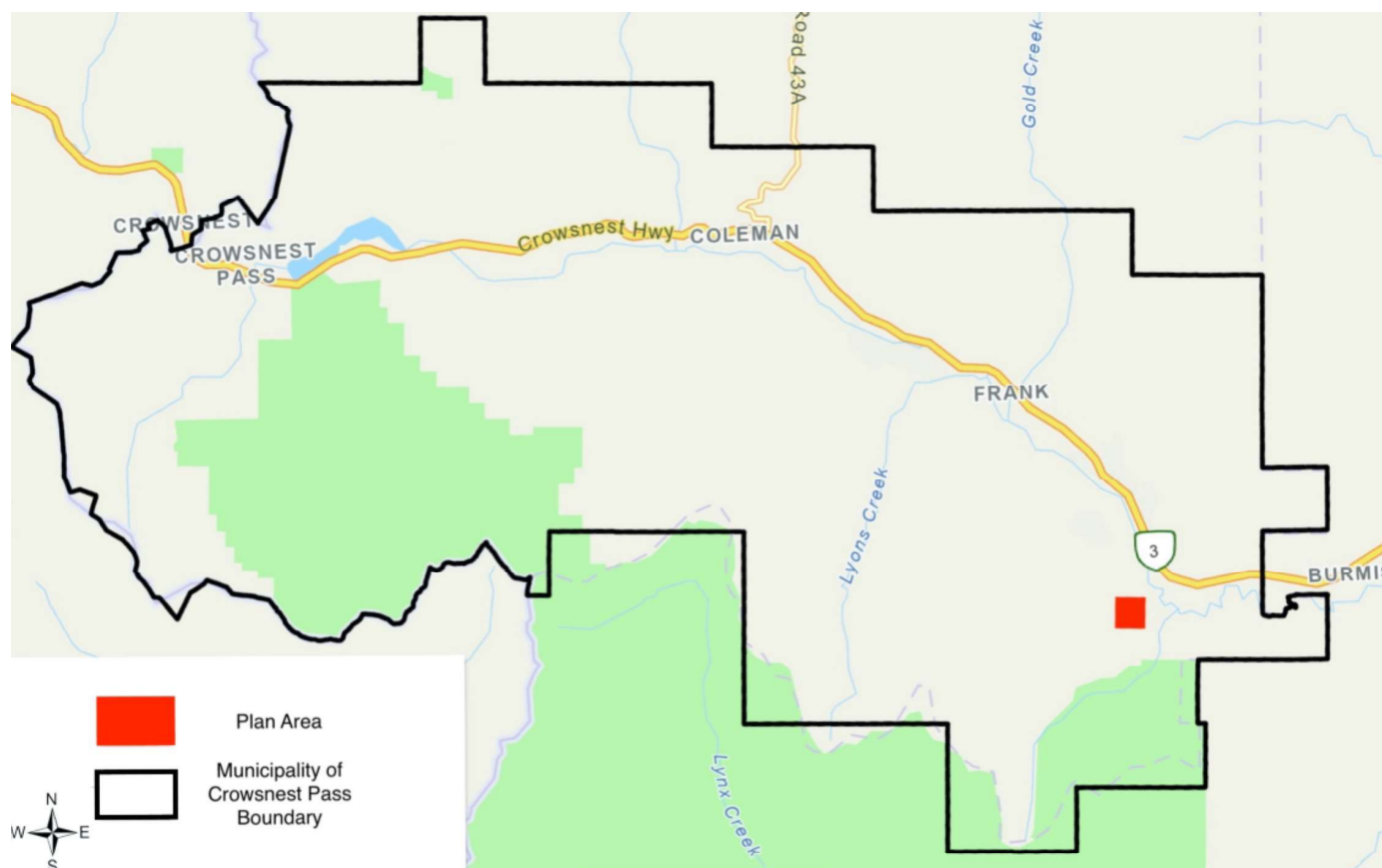


Figure 2. Plan Area Parcel Map

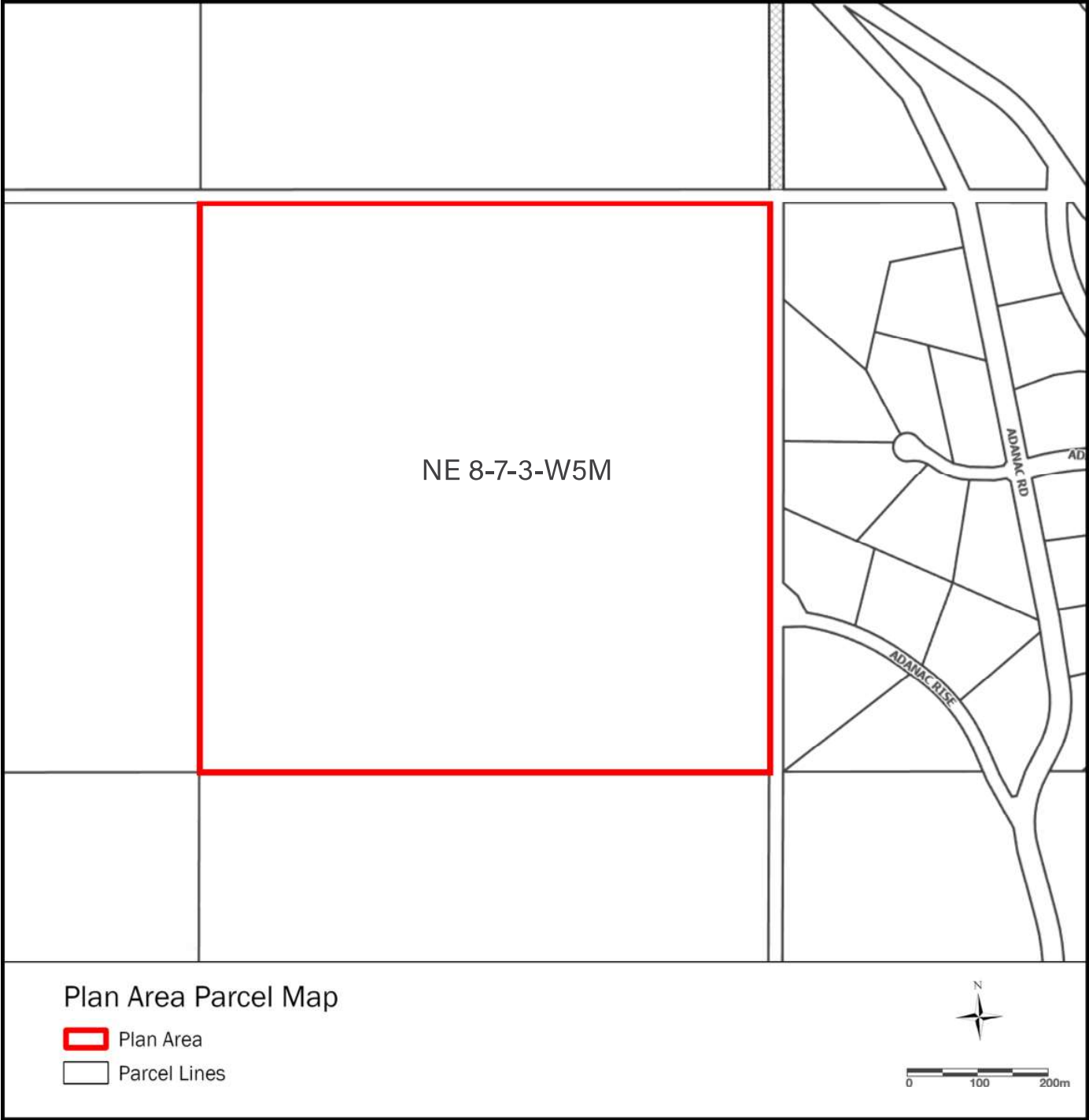
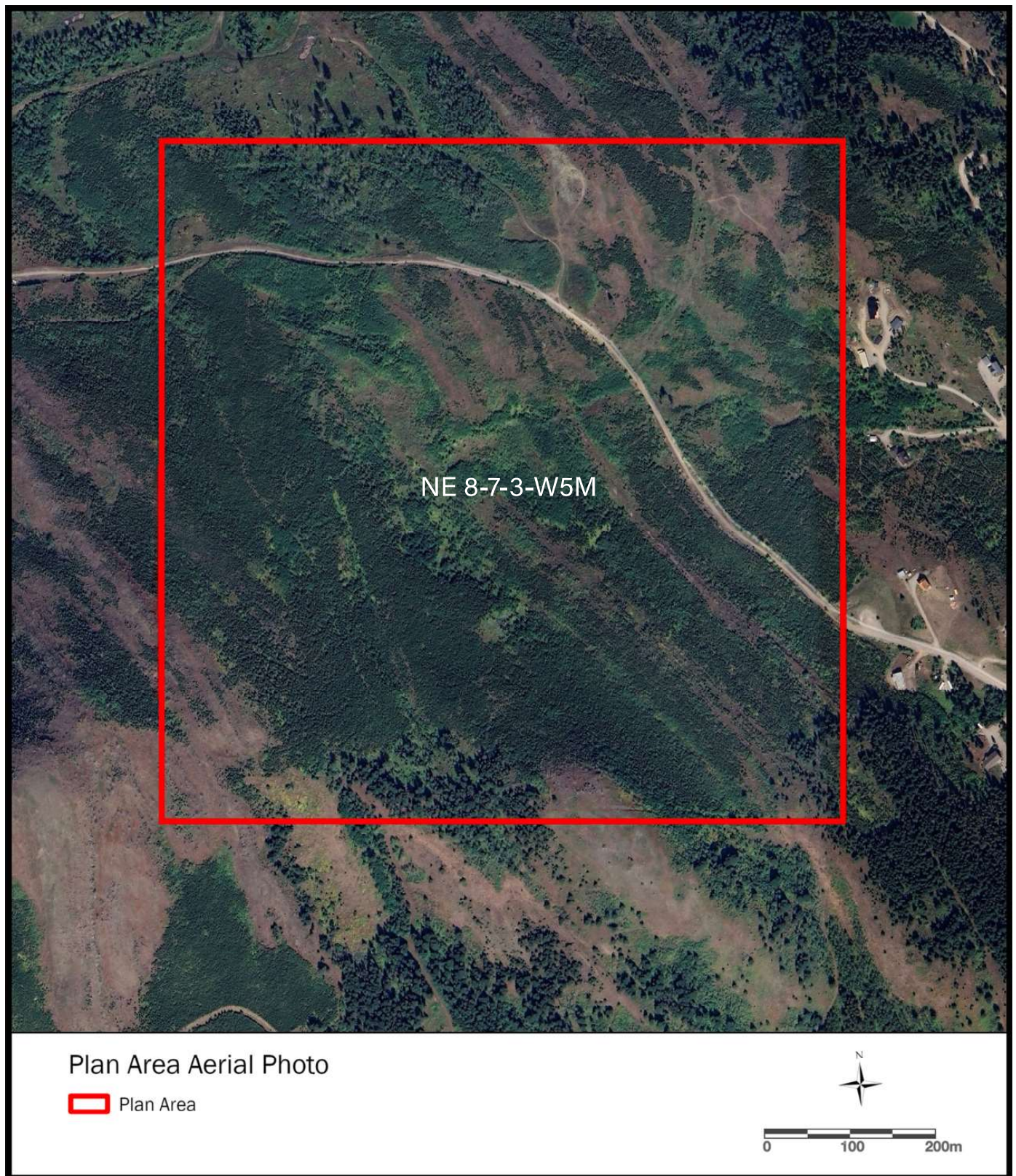


Figure 3. Plan Area Aerial Photo





1.0 INTRODUCTION cont.

1.3. Plan Preparation

This ASP has been prepared in accordance with the Municipality of Crowsnest Pass 2003-02 Area Structure Plan Applications Policy and associated Procedure, which outlines the expectations, scope, and submission requirements for statutory plan preparation.

This ASP is organized into the following sections:

- a. Section 1 – Introduction: Outlines the purpose, vision, and intended use of the ASP. It describes the location and context of the Plan Area and provides direction on how the document is to be interpreted and applied in the planning and development process.
- b. Section 2 – Policy Context and Compliance: Reviews applicable provincial legislation, statutory municipal documents, and local policies. This section demonstrates how the ASP aligns with the Municipality of Crowsnest Pass’ Municipal Development Plan, Land Use Bylaw, and other relevant planning frameworks.
- c. Section 3 – Technical Site Analysis: Summarizes the results of supporting technical studies, including environmental, groundwater assessment, geotechnical, archaeological, and servicing assessments, that inform the land use concept and infrastructure design within the Plan Area.
- d. Section 4 – Engagement: Provides an overview of the engagement process, including statutory notification, consultation with interested parties, agency referrals, and direct neighbour discussions. The section summarizes key feedback themes and how input influenced the ASP’s policies and structure.
- e. Sections 5 - Land Use Concept: Illustrates the proposed development layout, including land use designations, road alignments, municipal reserves and environmental reserves, and open space buffers.
- f. Section 6 – Land Use Policies: Establishes the policy framework that will guide future subdivision and development decisions. Policies address residential use, lot sizes, landscaping, environmental protection, and compatibility with surrounding land uses.
- g. Section 7 – Transportation: Defines the internal road network and access strategy, including road standards, emergency access, pedestrian connectivity, and traffic management policies.
- h. Section 8 - Servicing and Utilities: Outlines servicing strategies for water, wastewater, stormwater, and shallow utilities based on engineering best practices and technical assessments. Policies support long-term sustainability and servicing feasibility.
- i. Section 9 – Implementation: Provides direction for how the ASP will be implemented over time, including land use redesignation, subdivision approval, development agreements, and the process for potential amendments.

1.4. Property Ownership

The entire Plan Area is owned by Sentry Land Corp. (the Developer), a locally based company established in 2025 by four families with a shared vision of fostering gentle, environmentally responsible country residential living in Crowsnest Pass. The company is committed to a development approach that balances rural lifestyle opportunities with municipal development goals.

1.0 INTRODUCTION cont.

1.5. Plan Interpretation

The policies contained in this ASP shall be interpreted in accordance with the following directives:

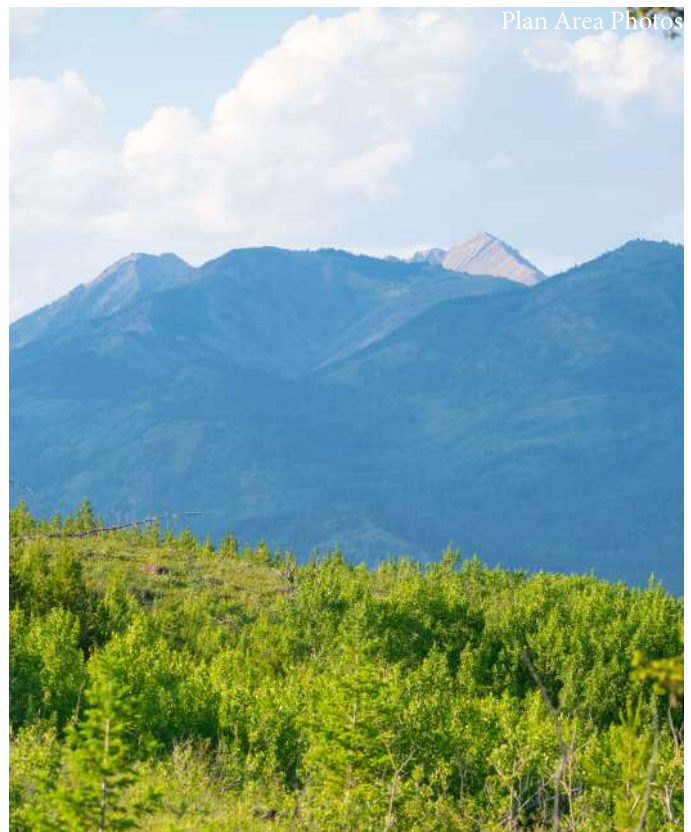
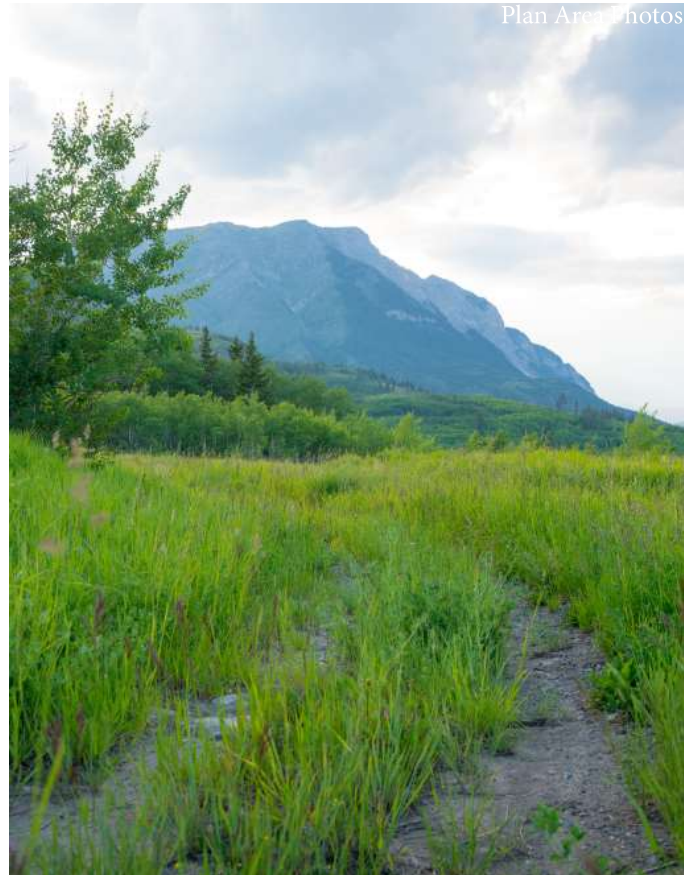
- The terms “**shall**,” “**must**,” “**will**,” and “**require**” indicate policies that are mandatory and must be applied.
- The term “**should**” indicates policies that are expected to be followed, but may be modified where warranted due to unique site conditions or practical limitations.
- The term “**may**” denotes discretionary policies, which provide flexibility in implementation.

Unless otherwise specified, all terms and expressions used in this ASP have the meanings assigned to them in the Municipal Government Act (MGA), Municipal Development Plan (MDP), and Land Use Bylaw (LUB).

1.6. Development Vision

The Bear Valley ASP envisions a thoughtfully planned, low-density rural residential community that celebrates the natural beauty, rural character, and ecological integrity of Crowsnest Pass and the Hillcrest area. Located on a gently sloping hillside, the Plan Area offers breathtaking panoramic views of the Rocky Mountains to the west and the prairies to the east. This exceptional setting positions the Plan Area to support a development that is both visually stunning and environmentally sustainable, harmoniously integrating with the surrounding landscape while maintaining its rural charm.

This vision emphasizes site-responsive design, where lot layouts, building envelopes, and infrastructure are carefully planned to maximize privacy, view corridors, and the rural character of the landscape.



2.0 POLICY CONTEXT AND COMPLIANCE

This ASP has been prepared in accordance with the MGA and is intended to guide the orderly and sustainable subdivision and development of the Plan Area. The ASP has been informed by, and is consistent with, all applicable municipal policies, statutory plans, and regulatory frameworks in place within the Municipality of Crowsnest Pass.

2.1. Alignment with the Municipality of Crowsnest Pass Municipal Development Plan (MDP)

The MDP provides policy direction for long-term growth of the Crowsnest Pass, both within and outside of the urban communities. As the Plan Area falls outside of an urban community, this ASP aligns with the following relevant policies, outlined in the table below:

Table 1. Policy Alignment with the MDP

MDP Policy	ASP Alignment	Relevant ASP Sections
1.2.6 Municipal Reserve Dedication Criteria	The ASP proposes municipal reserve dedication through cash-in-lieu, consistent with the MGA and MDP provisions.	6.7.
2.3.4 FireSmart Residential Development	FireSmart design principles have been incorporated, including vegetation buffers, building material guidelines, and defensible space measures.	6.3.
2.3.5 Country Residential Development	The ASP supports country residential development with rural-appropriate road networks, passive recreation opportunities, and trail connectivity. The proposed development is outside urban growth nodes and meets MDP criteria for rural country residential.	6.1. and 6.2.
4.3.1 and 5.1.4 Storm Water Management	Stormwater management strategies include on-site infiltration, runoff control, and discharge at pre-development rates.	8.3.
4.3.2 Soil Stabilization	Subdivision and development policies address erosion control, sediment protection, and slope-sensitive design.	8.3.
4.3.3 Building Materials and 4.3.4 Energy Efficiency	The ASP encourages energy-efficient and FireSmart-compatible materials that support rural sustainability.	6.2. and 6.3.

2.0 POLICY CONTEXT AND COMPLIANCE cont.

2.2. Compliance with the Land Use Bylaw (LUB)

The current land use designation of the subject lands under the LUB is Non-Urban Area – NUA-1. This district is intended to accommodate limited rural development. While Single-Detached Dwellings are listed as a discretionary use in the NUA-1 district, the form of clustered rural development proposed in this ASP is more appropriately aligned with an appropriate Country Residential district, to be determined at the time of re-zoning.

To enable the proposed land uses, a LUB amendment will be required to re-designate the Plan Area to a suitable Country Residential district. The ASP will guide future subdivision and development to ensure full compliance with the updated land use designation and other applicable regulations in the LUB, such as those relevant to private sewage disposal. The development shall comply with other associated district regulations, and municipal servicing standards.

2.3. Other Municipal Plans, Policies, and Standards

In addition to the MDP and the LUB, this ASP has been developed with reference to the following municipal documents and strategies:

- Strategic Plan
- FireSmart Bylaw
- Safety Codes Permit Bylaw Amendment – FireSmart Principles
- Engineering and Development Standards

This ASP has been prepared to reflect the intent and direction of all relevant municipal plans, guidelines, and best practices. Where applicable, the ASP provides policy frameworks to implement these objectives at the site level.

Plan Area Photos



3.0 ENGAGEMENT

3.1. Engagement Overview

The preparation of the Bear Valley ASP follows a transparent engagement process consistent with the requirements of Section 636 and Section 692 of the MGA and the Municipality of Crowsnest Pass Area Structure Plan Applications Policy and associated Procedure. Engagement efforts are structured in two key phases:

- **Pre-engagement Notification Phase**, which invited early input from affected landowners, referral agencies, and community organizations;
- **Formal Community Engagement Open House**, which included a community open house, following the submission of the draft ASP.

This section outlines the engagement objectives, summarizes the process undertaken to date, identifies the interested parties involved, and documents the feedback received and how it was considered in the preparation of the ASP.



3.2. Pre-engagement Phase Process

Purpose

The purpose of the pre-engagement phase is to comply with Section 636 of the Municipal Government Act and Section 2.2 of the Municipality of Crowsnest Area Structure Plan Applications Policy and associated Procedure. The objectives of this phase are twofold:

- To formally notify interested and affected parties of the landowner's intent to initiate an ASP for the subject lands, which is being prepared at the landowner's expense.
- To invite early input and representations from interested parties on a variety of planning considerations, including, but not limited to, the land use, development density, transportation infrastructure, utility servicing, environmental conservation, and compatibility with surrounding uses. This phase also establishes a process for interested parties to register their intent to remain informed and engaged throughout the ASP preparation and approval process.

Interested Parties

Engagement during the pre-engagement phase included outreach to a range of interested and affected parties, including:

- Adjacent and nearby landowners
- Provincial government departments and regulatory agencies (e.g., Alberta Transportation and Economic Corridors, Alberta Environment and Protected Areas, Alberta Health Services)
- Utility and infrastructure referral agencies
- Livingstone Range School Division

3.0 ENGAGEMENT cont.

Engagement Process

On April 9, 2025, a formal Letter of Notification was distributed by the Municipality of Crowsnest Pass to identified interested parties. The notification outlined the intent to prepare an ASP and invited early feedback on the proposed development concept and planning framework. Recipients were requested to provide comments and suggestions no later than April 30, 2025.

An information package, prepared by the applicant and attached to the letter, included:

- A description of the proposed development vision
- The guiding principles for the ASP
- An outline of the engagement process and opportunities for participation
- A Frequently Asked Questions (FAQ) section to address common inquiries and clarify the planning framework and approval process

This early notification phase was designed to support transparent communication and to ensure that key interested parties were given the opportunity to participate at the outset of the planning process and register their intent to remain involved.

3.3. What We Heard and How Input Was Incorporated into the ASP

A total of five responses were received from individual residents, utility providers, and public agencies. Key feedback themes are summarized below:

Regulatory and Utility Agency Responses

- TELUS confirmed they had no objections to the ASP and no conflicts with their infrastructure were identified.
- Alberta Health Services – Environmental Public Health (AHS-EPH) emphasized that:
 - All lots must have a legal and potable water source;
 - Any private water or wastewater systems must be entirely contained on the property to avoid future conflict; and
 - AHS supports connection to municipal water and sewer where feasible and requests review of the draft ASP and subdivision plan.

Plan Area Photos



3.0 ENGAGEMENT cont.

Table 2. Pre-engagement Summary

What We Heard From Adjacent Land Owners	How We Addressed the Feedback in the ASP	Relevant ASP Sections and Policies
Water Supply and Servicing Concerns <ul style="list-style-type: none"> Questions about plans for water and wastewater servicing. Concern about capacity for new wells. Concerns about poorly controlled wastewater and septic systems potentially affecting surrounding residents. 	<ul style="list-style-type: none"> Phase I Groundwater Availability Assessment has been completed to confirm water availability for private water wells based on drilling records for wells in the surrounding area. A Phase II Groundwater Availability Assessment, including drilling and pump testing of wells to determine well yield testing will be required prior to subdivision. Geotechnical assessment confirmed site suitability for private septic systems; wastewater servicing policies ensure systems are fully contained on-site. 	4.5 4.6 8.2 8.3 8.4
Transportation and Emergency Access <ul style="list-style-type: none"> Concerns about increased traffic along Adanac Rise. Questions about whether internal roads will remain public. Question on if existing road allowance east of Plan Area will remain. Concern about a section of Adanac Road which requires improvements. 	<ul style="list-style-type: none"> Road design standards incorporated to ensure safe sightlines, emergency access, and signage. Roads internal to the Plan Area will be public roads, and access will be retained to property west of the Plan Area. Existing road allowance to the east of the Plan Area will remain. Existing Adanac Road maintenance is the responsibility of the municipality. 	5.4 7.3 7.4
Environmental Protection <ul style="list-style-type: none"> Emphasis on preserving wildlife habitat. 	<ul style="list-style-type: none"> A Biophysical Impact Assessment was performed to determine biophysical characteristics and potential environmental sensitivities. Potential for impact to Valued Components (VC) have been identified and mitigation strategies proposed. Residual impacts as a result of project development have been analysed and are expected to be of low magnitude. 	4.4 6.4 6.5 6.6 6.7
Visual Impact and Rural Character <ul style="list-style-type: none"> Questions about building types allowed (single family, multi-family, recreational). Support for lower density to reduce environmental and visual impacts. 	<ul style="list-style-type: none"> Building types and structures allowed will be the same as the existing Grouped Country Residential in the area and will not introduce new uses. Policies reinforce native vegetation retention, avoid formal urban-style landscaping, and maintain rural character. Larger lot sizes and clustered development patterns minimize overall environmental footprint. 	5.2 5.3 6.1 6.2 6.3 6.4 6.5

3.0 ENGAGEMENT cont.

3.4. Formal Engagement

To uphold best practices in transparent, participatory planning and to ensure residents and other interested parties were meaningfully involved in refining the proposed ASP, a community open house was held on Monday, August 11, 2025, from 4:00 to 8:00 p.m. at the Blairmore Lion's Pride Club. A Draft of the proposed Area Structure Plan was provided to parties who had registered their intent to participate prior to the open house on July 31, 2025. Approximately 13 participants attended the open house.

Nine presentation boards were on display at the open house and participants were invited to engage in dialogue with the applicant and planning team as well as post sticky notes in response to information displayed. The open house provided an opportunity for interested parties identified during the pre-engagement phase to review and comment on the proposed land use framework, development concept, and policy direction outlined in the draft ASP.

Objectives of the open house included:

- Presenting the proposed land use concept and key planning policies in an accessible and informative format;
- Collecting comments, questions, and suggestions from attendees through feedback forms, interactive display boards, and direct discussions; and
- Clarifying the ASP process, timelines, and how public input will influence the final version of the plan.

Feedback collected during the open house was compiled, analyzed, and summarized by the applicant and planning team. The draft ASP was reviewed in light of this feedback, as well as comments provided by municipal administration, and revised accordingly to better reflect community interests, technical findings, and policy alignment. Themes from the engagement summary are presented below. The following concerns were identified during discussions at the open house:

- **Environment** - Participants were concerned about the proposed development's impact to wildlife.
- **Water** - Availability of groundwater and capacity for additional well sites was a concern for some participants.
- **Single Access through Adanac Rise** - Concerns were raised that additional traffic for the development being funneled through Adanac Rise would impact residents in the subdivision to the east.

Our response to the concerns outlined above:

Environment - The Biophysical Impact Assessment completed by Beartracks Environmental shows the Plan Area is not located in an Environmentally Significant Area. Beartracks Environmental was notified of the logging to the southeast of the Plan Area, and the question regarding whether or not this would result in wildlife corridors being redirected to the Plan Area. Based on the habitat and topography present in the area, Beartracks indicated that it is unlikely that development of the Plan Area would have any significant impacts on an adjusted movement corridor due to logging operations on other parcels in the area.

It was suggested that municipal reserve be satisfied through dedication of land instead of cash-in-lieu. The method of satisfying municipal reserve is decided by the municipality.

Water - A Phase II Groundwater Study will be required at subdivision to determine availability of groundwater. The number of test wells will be based on the recommendation of a professional hydrologist.

Single Access through Adanac Rise - Discussions at the open house proposed an additional access point to be established at the northeast corner of the Plan Area to reduce the traffic through Adanac Rise. Due to the existing topography of the site and the steep slope in this location, a road would not be able to be built to municipal standards in this area. A Traffic Impact Assessment will be required at subdivision to confirm that additional volumes generated by the development can be supported by the existing road infrastructure.

4.0 TECHNICAL SITE ANALYSIS

4.1. Existing and Surrounding Land Uses

The Plan Area currently has no existing dwelling structures. An existing telecom installation from Tough Country Communications exists on the north border of the property and is used to provide rural internet service to surrounding residents.

An existing private access runs east to west through the property which connects to the existing cul-de-sac at Adanac Rise. This road was previously used to access a gas well drilling pad which is located on the adjacent quarter section to the west.

Surrounding land uses include:

- South: Privately owned quarter section with no dwellings or development.
- East: Established country residential lots, designated GCR-1.
- West: Privately owned quarter-section also owned by Sentry Land Corp.
- North: Privately owned quarter-section designated as Non-Urban District with low-density residential dwellings.

4.2. Topography

The Plan Area slopes from south to north, with elevations ranging from 1,603 metres in the south to 1,323 metres in the northeast.

- The southwest and south portions of the property slope upwards to two rises which run roughly along the south border of the property.
- The northern and eastern parts have gentle slopes, sloping generally towards the north and northeast.



Plan Area Photos

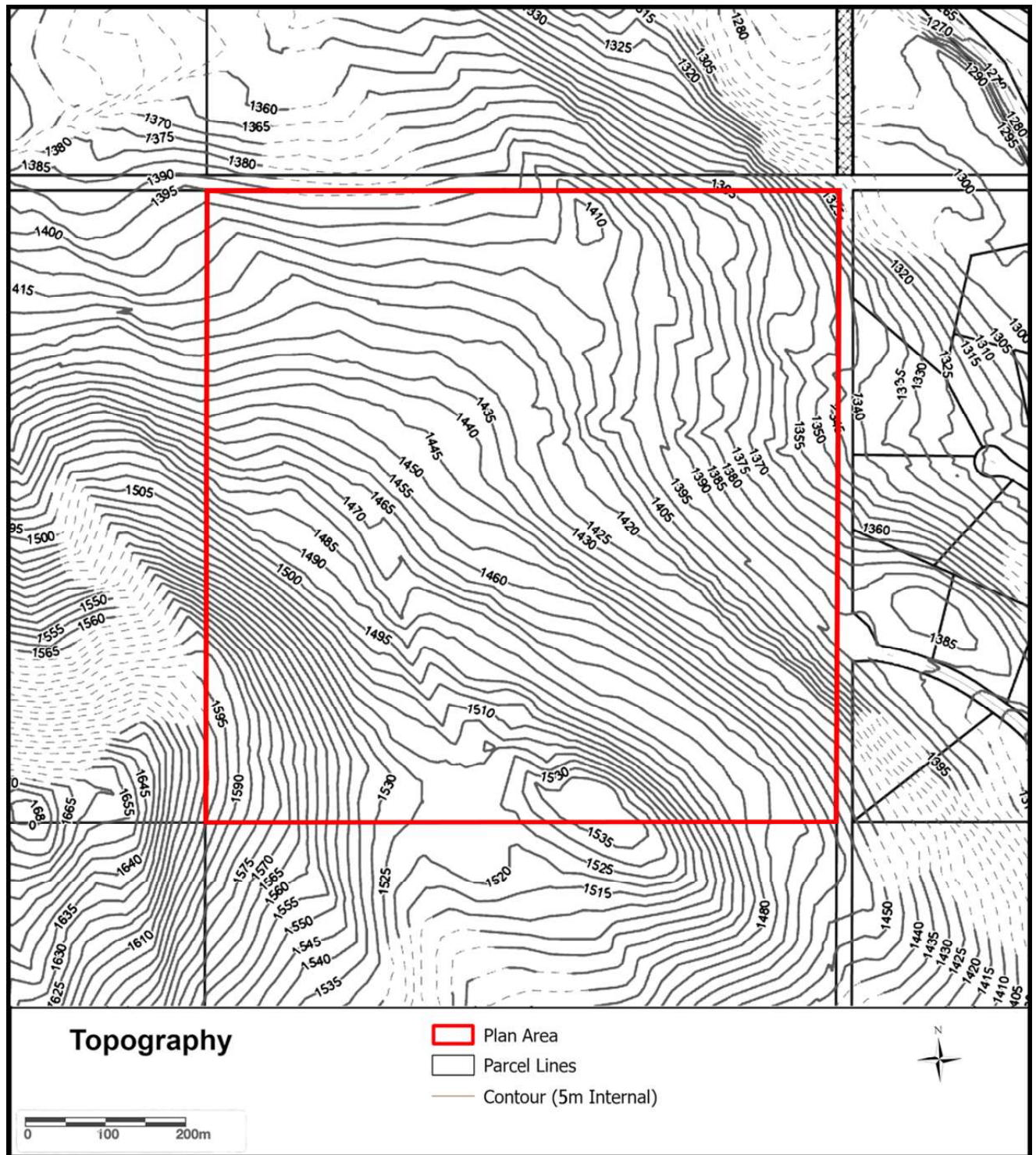


Plan Area Photos



Plan Area Photos

Figure 4. Topography Map



4.0 TECHNICAL SITE ANALYSIS cont.

4.3. Historical and Archaeological Review

A Historical Resources Application (HRA) was submitted to the Ministry of Arts, Culture, and Status of Women on February 27, 2025. Historical Resources Act approval was granted for this development on August 15, 2025.

In accordance with Section 31 of the Historical Resources Act, the ASP will include the following policy:

- a. "...a person who discovers an historic resource in the course of making an excavation for a purpose other than for the purpose of seeking historic resources shall forthwith notify the Ministry of the discovery".

4.4. Wetland and Biophysical Assessment

A Biophysical Impact Assessment (BIA) was completed by Beartracks Environmental Services in support of the ASP. The purpose of the BIA was to identify valued ecosystem components (VECs) and environmentally sensitive features that may influence the future layout and development of the Plan Area.

The BIA consisted of a desktop level assessment in April 2025, a site visit by a qualified professional biologist in May 2025, and completion of the final BIA in June 2025.

The BIA evaluated the Plan Area (identified as the Local Study Area or LSA in the BIA) as well as the surrounding area (identified as the Regional Study Area or RSA in the BIA).

No water features or wetlands were identified in the Plan Area and the site is not located within a mapped wildlife corridor.

The Plan Area was evaluated on four broad criteria including: (1) focal species, species groups, or their habitats; (2) rare, unique, or focal habitat; (3) ecological integrity; and (4) contribution to water quality or quantity.

In order to be deemed an Environmentally Significant Area (ESA), a quarter section must receive a summed score of greater than 0.189. The quarter section of the Plan Area receives a score of 0.072 and therefore is not considered an ESA.

The site was evaluated for potential impacts of construction and development to Valued Components (VC), as well as proposed mitigation strategies. The majority of the VCs in the RSA have been previously impacted by historic anthropogenic activities in the area as well as wildfires (most recently the Lost Creek fire in 2003). Based on the residual impacts analysis conducted as part of the BIA, residual impacts as a result of project development are expected to be of low magnitude and not significant.

The Plan Area, as well as the one kilometre setback buffer, do not fall within the defined ecological corridor overlay developed for the Crowsnest Pass area by the Miistakis Institute (Figure 6).

The Plan Area also falls outside of the coarsely defined wildlife corridors shown in the Crowsnest Pass MDP (Figure 5). The Key Wildlife and Biodiversity Areas (KWBA) and grizzly bear core zone are outside of the Plan Area. The goat and sheep disease buffer zone falls within the Plan Area, and the BIA highlights that no species at risk were observed during fieldwork.

Beartracks Environmental Services was notified of a blue heron colony that was discovered during logging operations on parcels outside the Plan Area to the southeast, and produced an additional revision to the BIA to address this concern. Several disturbances exist between the colony and the subject property which include residential developments and roads. In addition, due to the distance of the colony to the property and because there will likely be no line of site between the colony and the Plan Area due to height of land, it is not anticipated that project development will negatively impact the success of the colony. Even so, mitigation for working around a heron colony is provided in the BIA.

4.0 TECHNICAL SITE ANALYSIS cont.

Figure 5: Figure 9 from Crowsnest Pass MDP showing linkage corridors and Plan Area

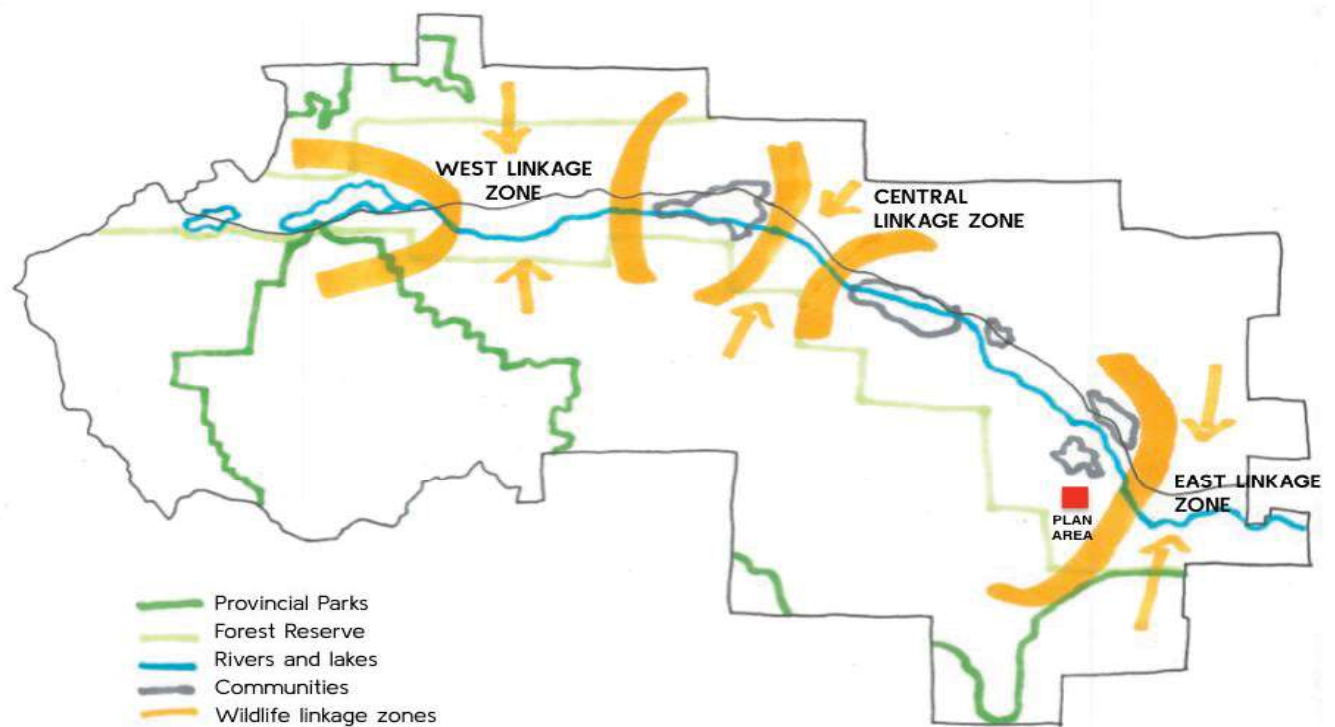
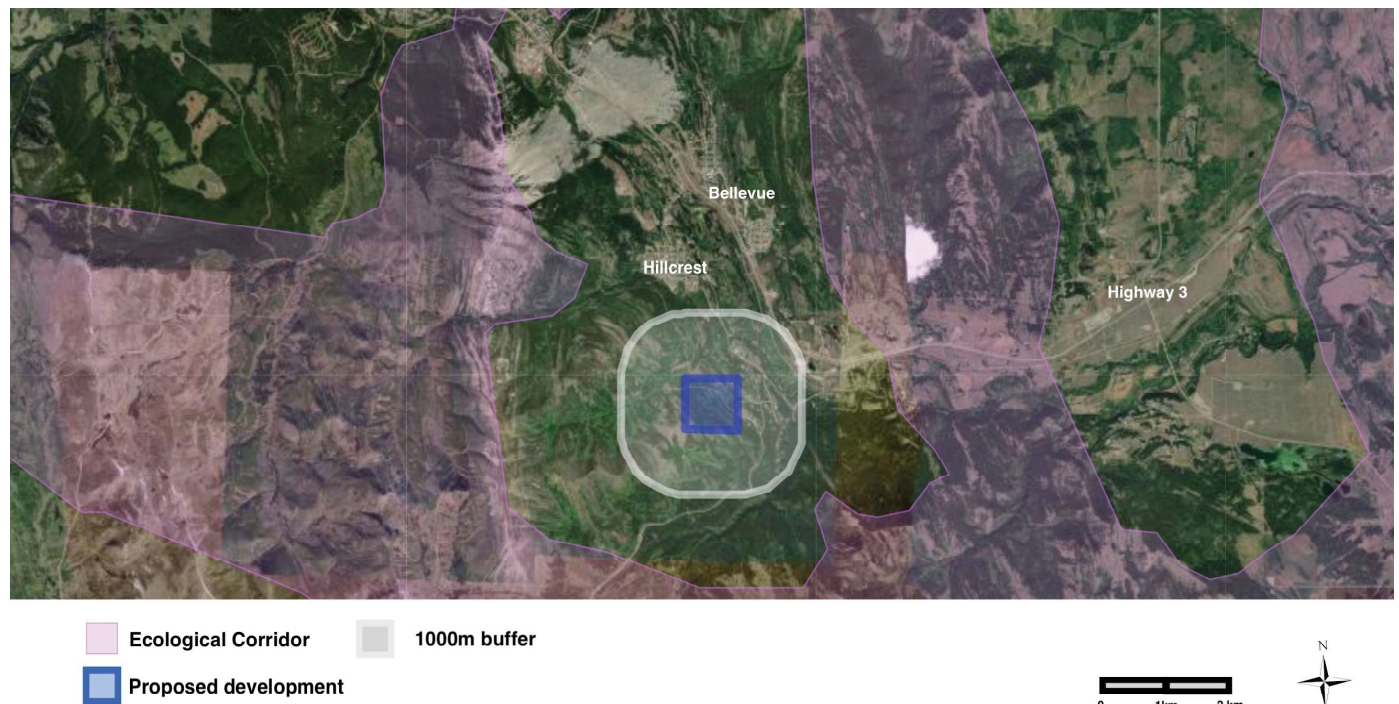


Figure 6. Plan Area location in relationship to defined ecological corridors defined by the Miistakis Institute



4.0 TECHNICAL SITE ANALYSIS cont.

4.5. Geotechnical Assessment Report

A Geotechnical Assessment Report was completed by ParklandGEO in June 2025 to assess soil conditions, groundwater characteristics, and building foundation feasibility for the proposed country residential development within the Plan Area. The investigation included excavation of 14 test pits, laboratory testing of soil samples, and installation of groundwater monitoring standpipes to evaluate subsurface profiles and hydrological conditions. The geotechnical review confirmed the feasibility for on-site septic systems.

Subsurface Conditions

The Plan Area is underlain by topsoil overlying clay till, sand, and bedrock or bedrock at surface. Clay till was the prominent soil found beneath the superficial topsoil layer.

Overall Site Suitability

Based on the geotechnical findings, the Plan Area is deemed suitable for low-density residential development. The soils exhibit stable characteristics, and the site supports the use of shallow foundation systems for residential structures. In localized areas with shallow bedrock, excavation may be required, but no major geotechnical constraints are anticipated.

Septic Feasibility and Recommendations

The geotechnical review also confirmed that on-site private wastewater treatment systems (e.g., septic fields, mounds, or alternative systems) are technically feasible across the Plan Area. Final septic designs will need to be tailored to site-specific conditions, at the time of obtaining a private sewage disposal system (PSDS) permit for each parcel.

Slopes

Steeper slopes are present at inclinations of about 1.5 to 1.8 H:V (horizontal to vertical) at the south and southwestern property boundaries. While no major slope stability concerns were identified, it is recommended that structures are set back from the crest or toe of the slope by at least the distance equal to the total height of slope at that location.

4.6. Groundwater Availability Assessment Report

A Phase I Groundwater Supply Assessment was completed by Arletta Water Resources in April 2025 to evaluate the feasibility of supplying individual water wells for the proposed country residential subdivision within the Plan Area. The study involved evaluation of the bedrock geology and water availability using existing water well drilling reports, pumping test data, and water chemistry reports.

The uppermost strata in the area consists of colluvium deposits followed by interbedded sandstone and shale. Groundwater in the area is sourced primarily from sandstone and shale aquifer units. The best aquifer targets for future well sites are likely between 60 to 100 metres below ground level.

Based on available pumping test data, the diversion of 1,250m³ per year for household use on each lot will not interfere with any household users, licensees, or traditional agriculture users who exist when the subdivision is approved.

Groundwater chemistry reports from wells in the area were evaluated to determine baseline water chemistry characteristics. The groundwater in the area has low solute concentrations and is likely suitable to meet drinking water quality standards. It is recommended that a sample from future supply wells be collected and analyzed prior to long-term use to ensure the water meets drinking water quality standards.

It is recommended that a Phase II Groundwater Supply Assessment is performed prior to, or as a condition of, subdivision approval including the drilling of two supply wells on site and completion of pumping tests to confirm geology and aquifer yields below the site.

4.0 TECHNICAL SITE ANALYSIS cont.

4.7. Existing Servicing

Water

There is currently no municipal water distribution infrastructure within the Plan Area or the surrounding lands. Existing rural properties in the vicinity are serviced by individual groundwater wells, which are typical for low-density country residential areas in the region. Based on the groundwater availability assessment report and existing groundwater conditions, long-term groundwater yield is sufficient. Detailed water servicing policies are provided in Section 8 of this Plan.

Stormwater

At present, there are no formal stormwater management facilities within the Plan Area. The existing road has culverts placed at various locations, but these were likely not engineered through a formal study and have not been maintained.

A Master Drainage Plan was produced by McElhanney to satisfy regional and provincial requirements related to stormwater management. Included in the report is a discussion of the pre-development and post-development drainage conditions, design conditions, design criteria, and proposed drainage strategy. Additional stormwater design will be required at time of subdivision.

Stormwater is naturally managed through infiltration and overland flow across pervious surfaces, with rainfall and snowmelt absorbed on-site and any excess runoff gradually flowing toward lower-lying areas. These conditions reflect the rural, undeveloped nature of the site and its ability to retain and filter surface water through natural hydrological processes.

Hydrologically, the Plan Area is divided into two sub-catchments: the eastern sub-catchment covers approximately 41.5 hectares, and the western sub-catchment covers approximately 23.2 hectares.

Road source controls described in the Master Drainage Plan are recommended to be designed during the detailed design phase of this project to prevent ponding and maintain pre-development flow paths.

The ASP incorporates stormwater management policies aligned with municipal engineering standards and applicable provincial regulations. These policies will ensure that the quality and quantity of stormwater discharge is controlled post-development and that appropriate infrastructure, such as ditches, swales, and filtration features, is incorporated as outlined in Section 8. Detailed stormwater design will be provided at time of subdivision.

Sanitary

There is currently no municipal sanitary sewer infrastructure within the Plan Area or in the surrounding rural lands. As a result, all development within the Plan Area will be serviced by private, on-site wastewater treatment systems. These systems may include individual septic fields, advanced treatment units, or alternative technologies approved under the Alberta Private Sewage Systems Standard of Practice.

All wastewater systems must be designed to remain fully contained within the property they serve and will be subject to applicable municipal and provincial approval processes. Future subdivision and development must comply with the wastewater servicing policies detailed in Section 8 of this Plan.

4.8. Alberta Energy Regulator Abandoned Infrastructure

A search of the AER records using the Abandoned Well Map Viewer and the Coal Mine Map Viewer indicate that there are no abandoned gas wells or coal mines present within the Plan Area.

4.0 TECHNICAL SITE ANALYSIS cont.

4.9. Existing Transportation Networks

The Plan Area is currently accessed via an existing municipal road to the east: Adanac Rise. An existing unmaintained road that was previously used to access a gas well drilling site runs across the property from east to west.

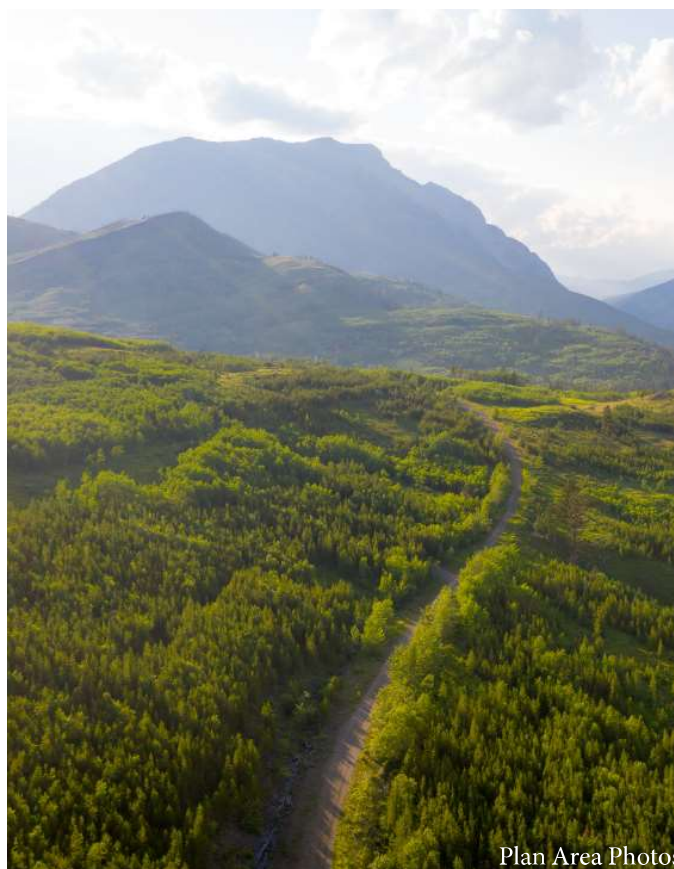
To support the proposed subdivision, the existing private access will need to be widened and upgraded to municipal standards. Additional spur roads will be constructed to access lots in the far south and north of the Plan Area.

The internal roads are designed to accommodate low daily traffic volumes typical of rural country residential development and will be constructed in accordance with the Municipality's engineering and development standards. It will also support the safe movement of service vehicles and emergency responders.

Given the low-density nature of the proposed development, the resulting increase in vehicle traffic is not expected to generate traffic volumes that would materially impact the operational capacity of Adanac Road, Adanac Rise, or the broader rural road network. In alignment with standard transportation planning practice, a Traffic Impact Assessment (TIA) is not required for this ASP. A TIA is required at subdivision stage.

At the time of subdivision, modifications to the intersection of Adanac Road and Adanac Rise may be required to address the existing intersection angle, which currently exceeds 90 degrees. The Developer may be responsible for undertaking intersection improvements to achieve safe geometry and sightlines, to the satisfaction of the Municipality.

In addition, future subdivision and development applications will be required to demonstrate safe access and sightlines, and meet municipal road design standards to ensure the continued functionality and safety of the road network.



5.0 LAND USE CONCEPT

5.1. Land Use Concept Overview

The Land Use Concept for the Bear Valley ASP establishes a framework for the orderly and sustainable development of the Plan Area, ensuring compatibility with the surrounding landscape and the preservation of significant environmental features. Each component of the Land Use Concept reflects a specific purpose, function, and development intent, as described below and illustrated in Figure 7, the Land Use Concept Map.

Section 6 – Land Use Policies outlines specific policies governing land uses within the Plan Area.

5.2. Country Residential

A suitable Country Residential designation will be selected at the time of rezoning to accommodate the low-density rural residential development that is intended for the Plan Area. These areas accommodate detached dwellings on large lots that are serviced by private utilities and accessed via internal local roads.

Relevant policies are provided in Sections 6.2 and 6.3.

5.3. Landscape Buffer

The Landscape Buffer, as defined by the yard setbacks prescribed within the applicable land use district, provide vegetated corridors located along the perimeter of the Plan Area and adjacent to internal local roads and the proposed laneway. These buffers serve multiple purposes:

- Visual screening to soften the appearance of development from surrounding lands;
- FireSmart function as a transitional firebreak, using fire-resistant landscaping and strategic vegetation management to reduce wildfire risk at the wildland residential interface.

- Rural character preservation by retaining native vegetation and avoiding formal urban-style fencing or landscaping.

5.4. Access to Surrounding Land

The parcel to the west of the Plan Area is also owned by Sentry Land Corp, and is currently used by surrounding residents to access crown land farther to the west. It is proposed that a cul-de-sac be included in the road design to allow for an area to turn around and to park, similar to the current cul-de-sac that currently exists at the east end of the Plan Area at the end of Adanac Rise.

This cul-de-sac will allow residents to continue to access the quarter section to the west. Signs will be posted to indicate that Sentry Land Corp. is not responsible for injuries/accidents, and a gate will be installed which will prevent motorized vehicle traffic, but will have a gap to continue to allow public pedestrian and mountain bike access.



5.0 LAND USE CONCEPT cont.

5.5. Land Use Statistics

Of the total 64.7-hectare Plan Area, land has been allocated as per the table below. The areas listed are general in nature and may be refined during the subdivision stage. Subdivision of the land should generally align with the land use concept and statistics presented in this table.

Land Uses	Area (hectares)	Percentage of Gross Developable Area
Plan Area	64.7	100%
Gross Developable Area	64.7	100%
Country Residential	59.52	92%
Road Right-of-Way	5.18	8%
Municipal Reserve*	0	0%
Environmental Reserve**	0	0%

*Municipal Reserve to be provided as cash-in-lieu in place of 10% land dedication as directed by the Municipality.

**There is no Environmental Reserve proposed to be dedicated in the Plan Area.

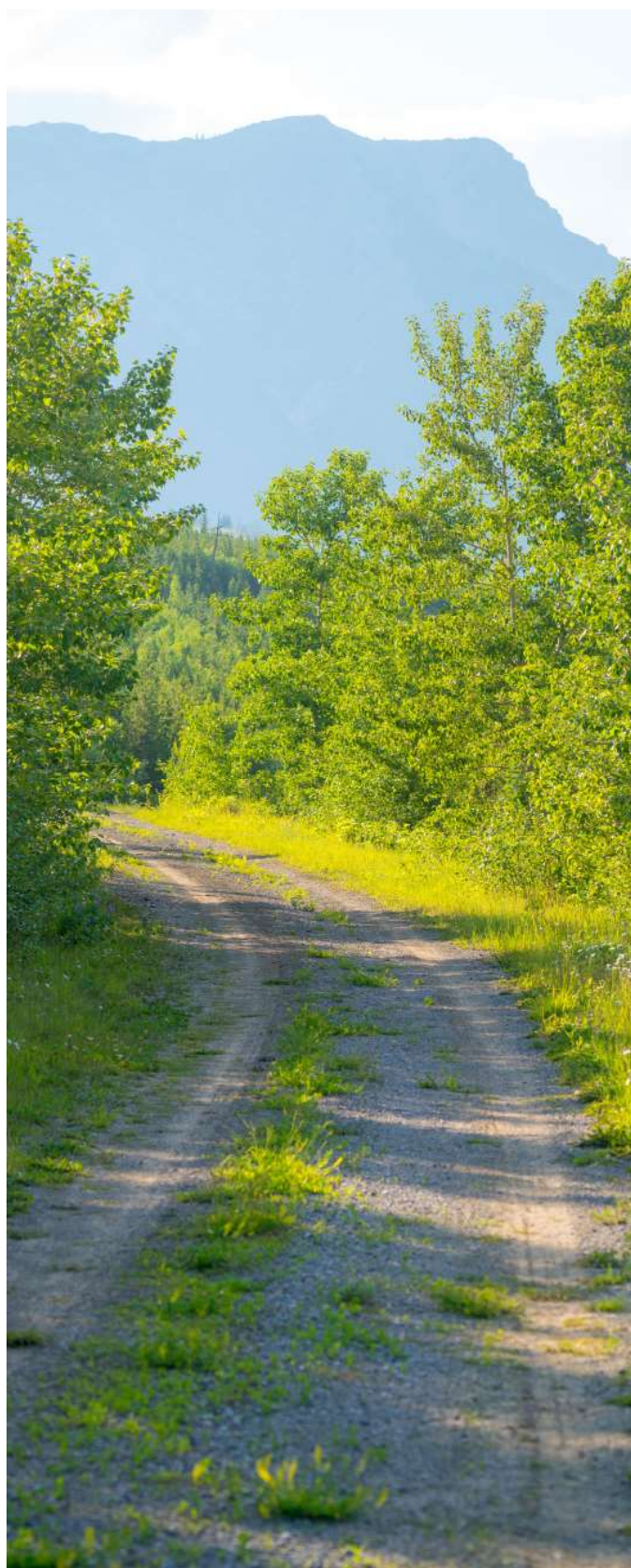
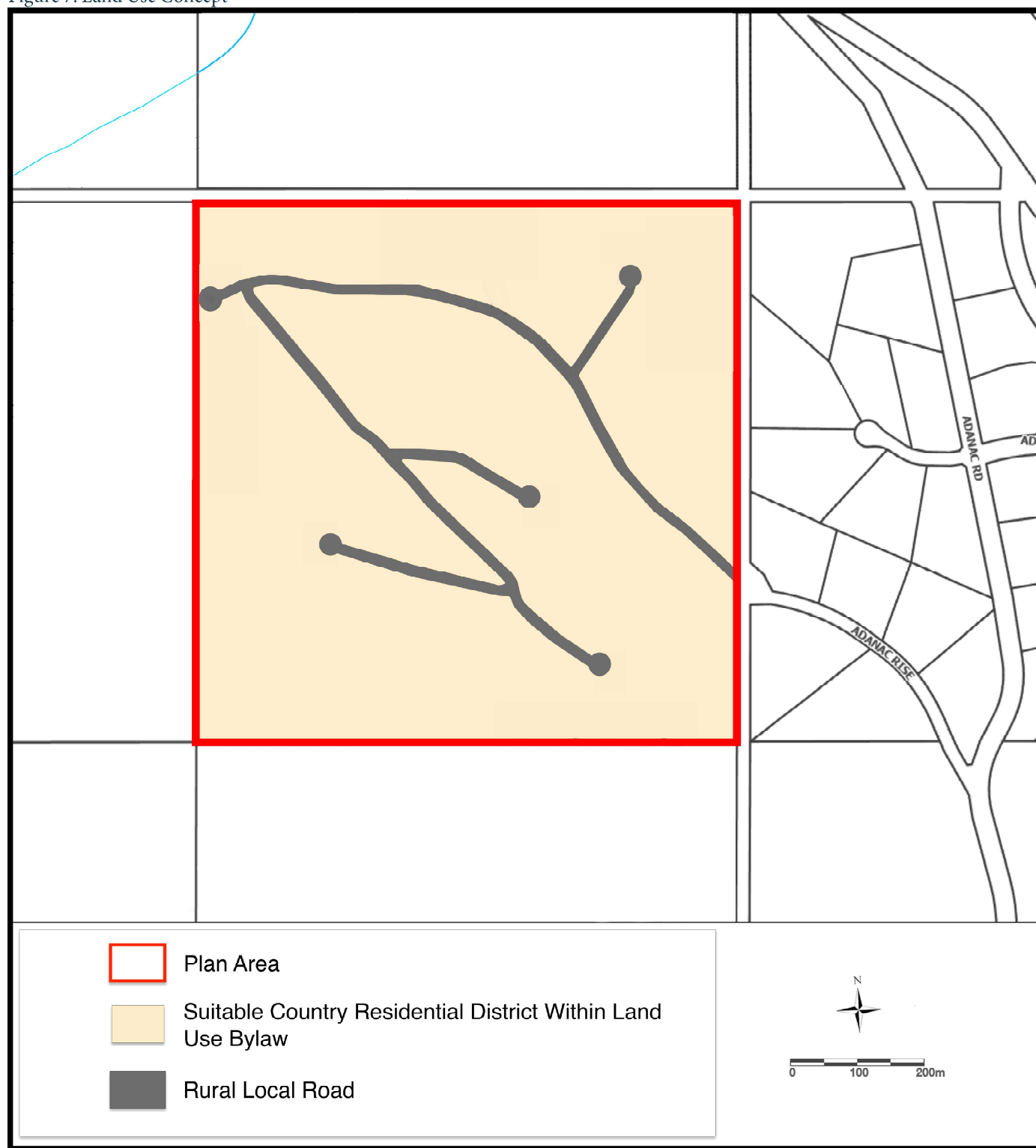


Figure 7. Land Use Concept



6.0 LAND USE POLICIES

The following land use policies provide a framework to guide subdivision and development within the Plan Area, ensuring that all future land use decisions reflect the principles of sustainable rural development, environmental protection, and alignment with the Municipality's statutory plans and bylaws.

6.1. General Policies

1. All development within the Plan Area shall comply with the Municipal Development Plan, the Land Use Bylaw, and the policies outlined in this Area Structure Plan.
2. In accordance with Section 31 of the Historical Resources Act, if a historic resource is discovered during excavation unrelated to archaeological purposes, the developer must immediately notify the Minister as per the Standard Requirements for Reporting the Discovery of Historic Resources.

6.2. Residential Development and Subdivision

Uses and Density

1. Residential uses within the Plan Area must conform to the permitted and discretionary uses of a suitable Country Residential district as outlined in the Land Use Bylaw.
2. All development activities within the residential parcels shall comply with the Land Use Bylaw, except when the Development Authority has approved a variance to a development standard.
3. Maximum Residential Lot Yield: The net residential developable area is approximately 59.57 hectares (147 acres). Given the minimum lot size of 1.2 hectares (3 acres) for unserviced lands, a maximum of 49 lots may be developed, subject to Municipal subdivision approval. Due to the steep slopes existing in the south and southwestern portions of the plan area, it is expected that actual lot yield will be less than 40 lots, with larger lots in the south portion of the Plan Area.

Lot Size Parameters

4. Minimum lot size: 1.2 hectares (3 acres).
5. Maximum lot size: 2.02 hectares (5 acres), unless a portion of the lot includes slopes that are too steep to build. In such cases, the total lot size may exceed 2.02 hectares, though the developable portion must not exceed 2.02 hectares.

Siting and Design of Buildings:

6. Siting should prioritize areas requiring minimal vegetation removal and ground disturbance while maintaining privacy and a rural character.
7. Building sites must be located on stable land, outside of environmentally sensitive or hazardous areas. Building near slopes must follow the recommendations of the geotechnical study undertaken as part of this ASP (ie. the setback distance from the crest and toe of a slope must be at least equal to the height of the slope at the building location).
8. New development should reflect the low-density rural character of the area by incorporating:
 - a. Naturalized landscaping;
 - b. Earth-tone or non-reflective building materials; and
 - c. Architectural forms that blend with the natural setting.

Lighting

9. To preserve dark sky conditions and reduce rural light pollution:
 - a. Outdoor lighting should be downward-shielded and motion-activated where practical; and
 - b. High-intensity lighting and uplighting of structures, trees, or signage is discouraged.

6.0 LAND USE POLICIES cont.

6.3. FireSmart Development Guidelines:

1. All building materials should align with the Municipality's FireSmart Bylaw and Safety Codes Permit Bylaw.
2. Due to the Lost Creek fire in 2003, the majority of the Plan Area is new growth, with two small stands of older growth forest along the far south edge of the boundary. As such, a Wildland Urban Interface Risk Assessment is not required for this ASP.
3. Homeowners are encouraged to:
 - a. Use non-combustible mulches (e.g., rock, gravel) within 1.5 m of the house;
 - b. Maintain horizontal separation between tree crowns near buildings to reduce the risk of crown fire spread, with a minimum spacing of 3 metres recommended, and greater spacing required on steep slopes, in accordance with FireSmart Canada Guidelines;
 - c. Incorporate defensible space zones as recommended in FireSmart Canada Guidelines.
4. Monoculture lawns, irrigation-heavy gardens, or urban-style landscaping (e.g., synthetic turf, extensive decorative paving) are discouraged.
5. Where trees or vegetation are removed during site preparation, the use of replanting or habitat replacement strategies is encouraged.
6. Individual lot landscaping should:
 - a. Retain natural ground cover and topsoil as much as possible;
 - b. Include permeable surfaces (gravel, mulch, wood chips) for driveways and paths; and
 - c. Avoid the introduction of invasive species listed under Alberta's Weed Control Act.

6.4. Landscaping

1. Retain native vegetation and mature trees, especially coniferous or deciduous trees with a Diameter at Breast Height (DBH) greater than 60 centimetres, wherever feasible. Tree felling in yard setbacks is prohibited unless a development permit is approved.
2. All land clearing and grading activities must implement erosion and sediment control measures to prevent soil loss, compaction, and runoff into natural areas.
3. Landscape treatments should reflect the natural rural setting, prioritizing:
 - a. Native or naturalized species;
 - b. Minimal formal ornamental landscaping; and
 - c. Integration with existing vegetation and terrain.

6.5. Landscape Buffer

1. A landscape buffer should be maintained in the form of yard setbacks as specified in the Land Use Bylaw.
2. No development is permitted within the Landscape Buffer, unless a variance is approved by the Development Authority, except for essential access or utilities, which should be located and constructed in a way that minimizes disruption to the buffer area.
3. The Landscape Buffer should:
 - a. Retain existing trees and vegetation;
 - b. Prohibit tree felling, consistent with the prohibition outlined in the Municipality's Land Use Bylaw. A development permit for tree-felling within the Landscape Buffer area shall be required. This permit is considered a discretionary use and may be refused or be issued subject to conditions as determined by the Municipality;
 - c. Encourage native landscaping to soften visual impact, enhance privacy, and preserve the rural character;
 - d. Provide visual screening from public viewpoints and adjacent properties; and



6.0 LAND USE POLICIES cont.

- e. Allow for berms or mounds to enhance noise and light buffering.
- 4. The Landscape Buffer should also function as a transitional firebreak and should:
 - a. Use native, drought-tolerant, fire-resistant species;
 - b. Avoid dense coniferous planting immediately adjacent to homes;
 - c. Manage vegetation as a “shaded fuel break” by thinning underbrush and maintaining spacing between large trees; and
 - d. Maintain low vegetation such as mowed grass and avoid storing combustible materials in buffer zones.
- 6. Soil erosion and sedimentation should be minimized by employing the use of erosion and sediment control devices (e.g. silt fencing) when warranted by site conditions (e.g. heavy rainfall events).
- 7. Prohibited noxious weeds must be actively prevented and removed, consistent with Alberta’s Weed Control Act.

6.6. Environmental Management

- 1. Vegetation removal should be scheduled outside the migratory bird nesting window (April 15 – August 31).
- 2. Fencing should be wildlife-friendly (e.g., split-rail fencing or low-impact plantings). Installation of new barbed wire fencing is discouraged to avoid harm to wildlife and maintain ecological integrity. If barbed wire fencing is installed, it should follow Alberta Conservation Society guidelines for wildlife-friendly fencing including maximum top wire height, minimum bottom wire height, and smooth top and bottom wires.
- 3. Prohibit disturbance to raptor nests between May 1 and September 1, unless confirmed inactive through a qualified survey.
- 4. Areas of disturbed soil should be stabilized and seeded as soon as possible following construction.
- 5. Where possible, construction should refrain from removing mature trees.

6.7. Municipal & Environmental Reserves

- 1. The gross developable area within the Plan Area is approximately 64.7 hectares. In accordance with the Municipal Government Act (MGA), the developer is required to dedicate 10% of the gross developable area as Municipal Reserve (MR), or pay cash-in-lieu equal to 10% of the value of the land, resulting in a total MR dedication requirement of 6.47 hectares.
- 2. The Municipal Reserve is to be provided as cash-in-lieu at the subdivision stage, equivalent to the value of 6.47 hectares.
- 3. There is no Environmental Reserve proposed to be dedicated in the Plan Area. Once the ASP is adopted by bylaw, it shall be an agreement for the purposes of s. 664.1(2)(a) of the MGA.

7.0 TRANSPORTATION

7.1. General Policies

1. The proposed transportation network, as illustrated in Figure 8: Road Network Map, is designed to:
 - a. Provide efficient internal access to residential lots;
 - b. Connect to the external municipal road system; and
 - c. Accommodate recreational and emergency access, as well as low-volume non-motorized use.
2. Right-of-way planning and road dedication shall generally conform to the road layout depicted in the Land Use Concept Map, subject to further refinement at the subdivision and detailed design stages. All road alignments must adhere to the applicable policies and standards identified in this ASP.
3. Minor technical modifications to road alignment or configuration—such as adjustments due to topography, lot layout optimization, or geotechnical conditions—may be approved at the subdivision stage without requiring a formal amendment to the ASP.

7.2. Design Standards

1. All roads within the Plan Area shall be constructed in accordance with the Municipality of Crownsnest Pass Engineering and Development Standards. These roads will be gravel surfaces.
2. Local public roadways shall be constructed to Rural Local Road standards, as defined in Table 2.2.2 – General Design Guidelines, with a minimum right-of-way width of 20.0 metres.
3. Cul-de-sacs must comply with fire truck turning radius and snow storage requirements. Turning bulbs must be designed to accommodate large emergency and service vehicles in accordance with FireSmart access standards.
4. Sidewalks are not required on either side of the rural local roads. The road surface is intended to support multi-modal use, including pedestrian walking and casual cycling, consistent with rural country residential design standards.

5. Road design will comply with the maximum design slope of municipal roads in accordance with the Municipality of Crownsnest Pass Engineering and Development Standards.

7.3. Traffic

1. Given the low-density, rural residential character of the proposed development, the anticipated increase in vehicular traffic is minimal and will not significantly impact the existing road network. As such, a Traffic Impact Assessment (TIA) is not required for the Area Structure Plan, but will be required by Alberta Transportation and Economic Corridors at the subdivision stage.

7.4. Safety

1. The existing stop sign at the intersection of Adanac Road and Adanac Rise shall remain.
2. A clear sightline triangle must be maintained at all internal intersections and driveway access points. All new driveway locations shall meet municipal sight distance requirements.

7.5. Property Approaches

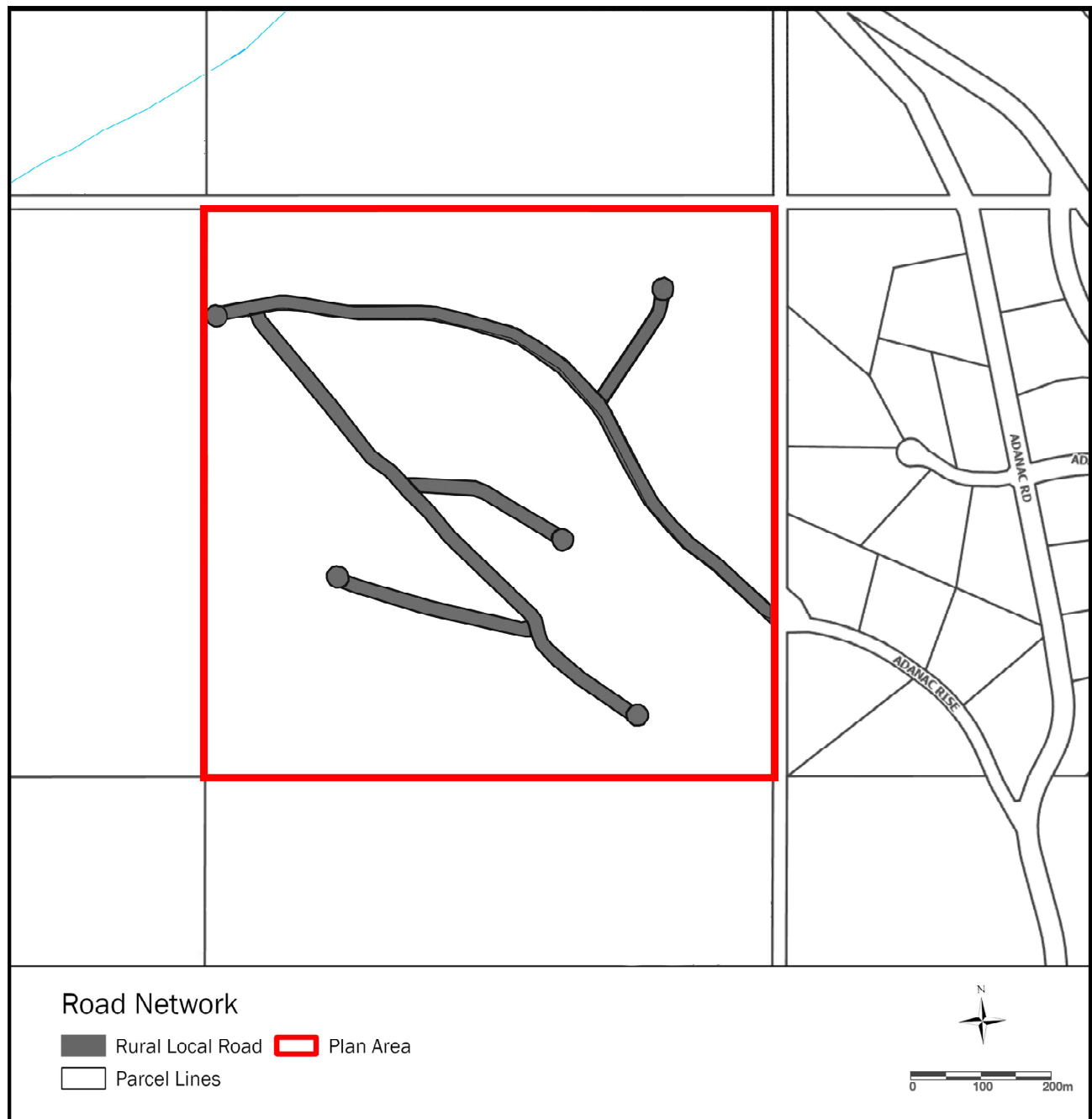
1. All property approaches shall be constructed by the respective property owner at the time of development.
2. Property approaches shall include a culvert, designed to the satisfaction of the Municipality. Culvert size, material and placement should be determined based on site-specific drainage conditions, shall adhere to all municipal standards, and must not impact municipal infrastructure.

7.6. Excavation Practices

1. All excavation activities related to road construction and approach development shall be undertaken in accordance with the recommendations of the Biophysical Assessment and Geotechnical Report prepared in support of this ASP.

7.0 TRANSPORTATION cont.

Figure 8. Road Network Map



8.0 SERVICING AND UTILITIES

8.1. General Servicing Policies

1. All infrastructure shall be developed in accordance with provincial regulations, the Municipality's Engineering and Development Standards, and this ASP and the biophysical assessment and geotechnical assessment prepared for it.

8.2. Water Servicing

1. All residential parcels must have access to a legal and reliable source of potable drinking water in accordance with the Alberta Public Health Act and Alberta Health Services (AHS) recommendations and Sections 21 and 23 of the Water Act.
2. Well water may only be used for household purposes in accordance with statutory household rights established in the Alberta Water Act, with a maximum withdrawal of 1,250 m³/year per household.
3. All private water systems must be:
 - a. Fully contained within the property boundaries they serve;
 - b. Located, operated, and maintained in accordance with provincial legislation and health regulations; and
 - c. Provided in accordance with a Phase II Groundwater Supply Assessment at subdivision stage.
4. All proposed lots in the subdivision applications relying on wells should have a completed water well and a 48-hour minimum duration pumping test, with results analyzed and certified by a qualified hydrogeologist.
5. All well water should be tested for compliance with Health Canada's Guidelines for Canadian Drinking Water Quality (GCDWQ). Where limits are exceeded (e.g., iron, fluoride, sodium, turbidity), lot owners shall be responsible for on-site water treatment systems.
6. As a condition of subdivision approval, the recommendations of the groundwater supply assessment provided in support of this ASP shall be followed when developing wells, including

the drilling of a minimum of two test wells and submission of a Phase II Groundwater Assessment to confirm long-term viability and capacity of groundwater supply.

8.3. Stormwater Management

1. All subdivision and developments within the Plan Area shall implement on-site stormwater retention strategies designed to ensure that post-development discharge rates do not exceed pre-development conditions. Stormwater shall be directed to adjacent low-lying areas only where such discharge:
 - a. Maintains the hydrologic integrity of the receiving feature; and
 - b. Is approved through a Stormwater Management Plan (SWMP) and applicable provincial regulations.
2. At the time of subdivision application, the applicant shall submit a detailed Stormwater Management Report (SWMR) prepared by a qualified professional. The report shall include:
 - a. Pre- and post-development hydrology modeling;
 - b. Stormwater volume and rate control calculations;
 - c. Drainage maps and outlet locations; and
 - d. Erosion and sediment control plans.
3. Roadside ditches shall be incorporated along both sides of the public roadways within the 20-metre road right-of-way to:
 - a. Collect and convey stormwater away from the road surface;
 - b. Reduce the risk of road surface deterioration and icing;
 - c. Direct runoff to designated infiltration or dispersion points;
 - d. Be vegetated or armored with erosion-resistant materials where necessary; and
 - e. Maintain positive drainage flow without impeding driveway access or creating standing water.

8.0 UTILITIES cont.

4. Ditch and culvert design shall comply with the Municipality's Engineering and Development Standards. Driveway access to individual lots shall include the installation of a culvert that meets Municipal standards and approval.
5. Where possible, the stormwater system should incorporate Low-Impact Development (LID) practices, including:
 - a. Shallow swales or bioswales;
 - b. Grass buffers and naturalized drainage corridors;
 - c. Level spreaders or infiltration trenches; and
 - d. Rock check dams and silt fencing during construction phases.
6. No stormwater from private driveways, rooftops, or yard drainage shall be permitted to flow directly into roadways or adjoining properties, without on-site retention (source control). Instead, runoff shall be:
 - a. Contained within each lot;
 - b. Directed into vegetated swales, infiltration trenches, or the roadside ditch network; and
 - c. Managed to avoid concentration of flow that may cause erosion or ponding.
7. Stormwater runoff from individual lots should be retained and managed on-site to the extent feasible, using naturalized or engineered methods. Individual property owners will be responsible for providing adequate stormwater management on site in accordance with the Alberta Water Act and the Environmental Protection and Enhancement Act.
8. A construction-phase erosion and sediment control (ESC) plan may be required for all phases of subdivision, ensuring that sediment-laden runoff does not reach roads, ditches, or environmentally sensitive areas.
9. Stormwater infrastructure, including ditches, culverts, swales, and erosion control measures, shall be constructed and fully operational at the Construction Completion Certificate stage, and shall be maintained by the developer until the Municipality assumes responsibility.

8.4. Wastewater System

1. All residential lots within the Plan Area shall be serviced by private on-site wastewater treatment systems, in the form of conventional or advanced septic systems, designed, installed, and maintained in accordance with:
 - a. The current Alberta Private Sewage Systems Standard of Practice;
 - b. Alberta Safety Codes Act; and
 - c. Site-specific geotechnical and hydrogeological conditions identified through subdivision and development applications.
2. Each lot shall be required to demonstrate, through a qualified professional, that:
 - a. Soil percolation and loading rates are suitable for the proposed system;
 - b. A suitable area for septic field or alternative system exists outside of building envelopes and water wells; and
 - c. There is sufficient separation from wetlands, watercourses, and shallow groundwater.
3. A Level IV Private Sewage Treatment System Design Report shall be required as a condition of Private Sewage Disposal System permit approval for each lot, which includes but is not limited to:
 - a. Soil assessment and percolation test results;
 - b. Septic field or treatment unit location;
 - c. System type (e.g., septic tank and field, mound system, advanced treatment unit); and
 - d. Maintenance requirements and servicing plan.
4. Where soil or site conditions do not permit a conventional field-based system, engineered alternative systems (e.g., sand mounds, packaged treatment plants, holding tanks) shall be required, and subject to approval by a certified Safety Codes Officer.

8.0 UTILITIES cont.

5. At the time of subdivision, the applicant must submit a subdivision-level wastewater servicing report, prepared by a professional engineer or a qualified private sewage designer, in accordance with applicable provincial regulations and the Municipality of Crowsnest Pass Land Use Bylaw. This report must:
 - a. Confirm feasibility for all lots based on soil and terrain conditions;
 - b. Identify any lots that may require specialized or off-site solutions; and
 - c. Demonstrate compliance with all applicable provincial and municipal regulations, including required setbacks from wells and property lines, as well as loading rates and system sizing criteria.
 6. No communal wastewater systems or municipal extensions are proposed or supported within the Plan Area.
4. Utility alignments shall be coordinated between service providers and the Municipality at the time of detailed design and may include:
 - a. Joint-use trenching strategies;
 - b. Use of utility easements registered on title where off-road placement is unavoidable; and
 - c. Utility pole siting to maintain road and drainage function.
 5. Above-ground utility infrastructure (e.g., pedestals, transformers, meters) should be:
 - a. Located to minimize visual and functional conflicts with driveways and landscaping; and
 - b. Protected by barrier posts or bollards as required.
 6. Utility extensions shall be phased in accordance with the approved subdivision plan and:
 - a. Be installed prior to final surface grading of roads;
 - b. Ensure that each lot has access to essential services at the time of construction;
 - c. Include all trenching, conduit installation, and restoration.
 7. Developers shall consult with utility providers during subdivision design to ensure adequate service capacity and distribution.
 8. Where shallow utilities cannot be located entirely within the public road right-of-way, appropriate utility easements shall be secured and registered on title prior to endorsement of subdivision plans.
 9. No buildings, structures, or permanent landscaping shall be

dedicated utility corridors to ensure orderly installation, access for maintenance, and to avoid conflict with other infrastructure.

8.5. Utilities

1. All utility servicing within the Plan Area shall be consistent with the Municipality's Engineering and Development Standards, and coordinated with relevant provincial and private utility providers during subdivision.
2. The developer shall be responsible for the extension, installation, and connection of all shallow and dry utility services, including:
 - a. Natural gas (provided by ATCO Gas);
 - b. Electric power (provided by Fortis Alberta);
 - c. Telephone and internet (provided by TELUS or equivalent third-party provider); and
 - d. Other franchise utilities as applicable.
3. At the time of subdivision and development, all shallow utilities shall be located within the road right-of-way, in



8.0 UTILITIES cont.

permitted within utility easements. These areas must remain accessible for inspection, repair, and future upgrades.

9.0 IMPLEMENTATION

The Bear Valley ASP provides a high-level policy framework to guide future subdivision, land use re designation (redistricting), and development approvals within the Plan Area. Implementation of this ASP will occur through a combination of planning tools and municipal processes, including the Municipal Development Plan, the Land Use Bylaw, subdivision review, development agreements, development permitting, and safety codes permitting.

This section outlines how the ASP will be put into effect over time and provides guidance on plan amendments, development staging, and regulatory approvals.

9.1. ASP Amendments

The Land Use Concept and policy framework presented in this ASP are intended to provide general guidance on land use pattern, servicing strategy, and environmental protection within the Plan Area. The land use designations shown on the Land Use Concept Map are not intended to represent surveyed boundaries and may be adjusted through subdivision and detailed design.

An amendment to the ASP will not be required for minor changes in lot configuration, road alignment, or servicing approach, provided that:

- The overall development vision and intent of the ASP are maintained; and
- The number of residential lots does not exceed the maximum supported by the servicing studies and ASP policies.

A formal amendment to the ASP will be required if:

- The proposed development intends to introduce a land use district other than a country residential district; and/or
- There is a substantial increase in residential density beyond the limits supported by the technical assessments.

9.0 IMPLEMENTATION cont.

9.2. Development Staging

Development within the Plan Area is expected to occur in a single or limited number of contiguous phases, guided by:

- Access to Adanac Rise and internal rural road construction;
- Logical servicing connections; and
- Market demand for country residential lots.

While no detailed staging plan is required at this time, development will generally proceed from east to west and north to south, starting with the area most accessible to Adanac Rise. The phasing of road construction, utility installation, and environmental protection measures shall follow the sequence of lot development. The Municipality may consider flexibility in staging, and ASP amendments will not be required to accommodate alternate development sequences that remain consistent with the overall intent of this Plan.

9.3. Land Use Redesignation (Redistricting) and Subdivision

Prior to subdivision or development, the subject lands must be redesignated from the current NUA-1 (Non-Urban Area) district to a suitable Country Residential district, or another suitable district in alignment with the Land Use Bylaw.

Subdivision applications will be reviewed and evaluated based on the following criteria:

- Conformance with the Land Use Concept and policies outlined in this ASP;
- Compliance with the Municipal Development Plan and Land Use Bylaw;
- Fulfillment of applicable engineering design standards and environmental protection requirements; and

- Demonstrated capacity for potable water supply, on-site wastewater treatment, and stormwater management, as per supporting technical assessments.

As part of the subdivision process, the Municipality may require:

- Execution of a development agreement to secure construction of Municipal and third-party infrastructure;



BEAR VALLEY AREA STRUCTURE PLAN

Municipality of Crowsnest Pass, AB



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.e

Subject: Bylaw 1241, 2025 - Land Use Bylaw Amendment - redesignate the NE-8-7-3-W5M from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1" (Bylaw 1240, 2025) - First Reading

Recommendation: That Council give first reading to Bylaw 1241, 2025.

Executive Summary:

Bylaw 1241, 2025 proposes to redesignate the NE-8-7-3-W5M in accordance with the land use concept in Bylaw 1240, 2025, the Bear Valley Area Structure Plan.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.

Bylaw No. 1165, 2023, as amended.

Discussion:

Over the past several months the landowner has developed the Bear Valley Area Structure Plan (ASP) for the lands legally described as the NE-8-7-3-W5M, containing ±64.7 ha (160 acres). The ASP proposes 40 to 49 country residential parcels on the land that is adjacent to the west of the existing Adanac Subdivision. Bylaw 1240, 2025 elsewhere in this Council agenda proposes the adoption of the Bear Valley ASP as a framework for redesignation and future subdivision and development.

Bylaw 1241, 2025 proposes to redesignate the subject property to facilitate the implementation of the Bear Valley ASP.

Subdivision of the land in accordance with the ASP will follow if and when Council adopts Bylaw 1240, 2025 and Bylaw 1241, 2025.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1241, 2025.docx](#)

[Bylaw 1241, 2025 - redesignation map.pdf](#)

[Bylaw 1241, 2025 - redesignation map \(aerial\).pdf](#)

MUNICIPALITY OF CROWSNEST PASS
Bylaw 1241, 2025
LAND USE BYLAW AMENDMENT – Redesignate the NE-8-7-3-W5M

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as the NE-8-7-3-W5M, containing ±64.7 ha (160 acres), from “Non-Urban Area – NUA-1” to “Grouped Country Residential – GCR-1”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the bylaw is to provide for the opportunity to subdivide and develop the lands in accordance with the provisions of the “Grouped Country Residential – GCR-1” 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 the NE-8-7-3-W5M, containing ±64.7 ha (160 acres), from “Non-Urban Area – NUA-1” to “Grouped Country Residential – GCR-1”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

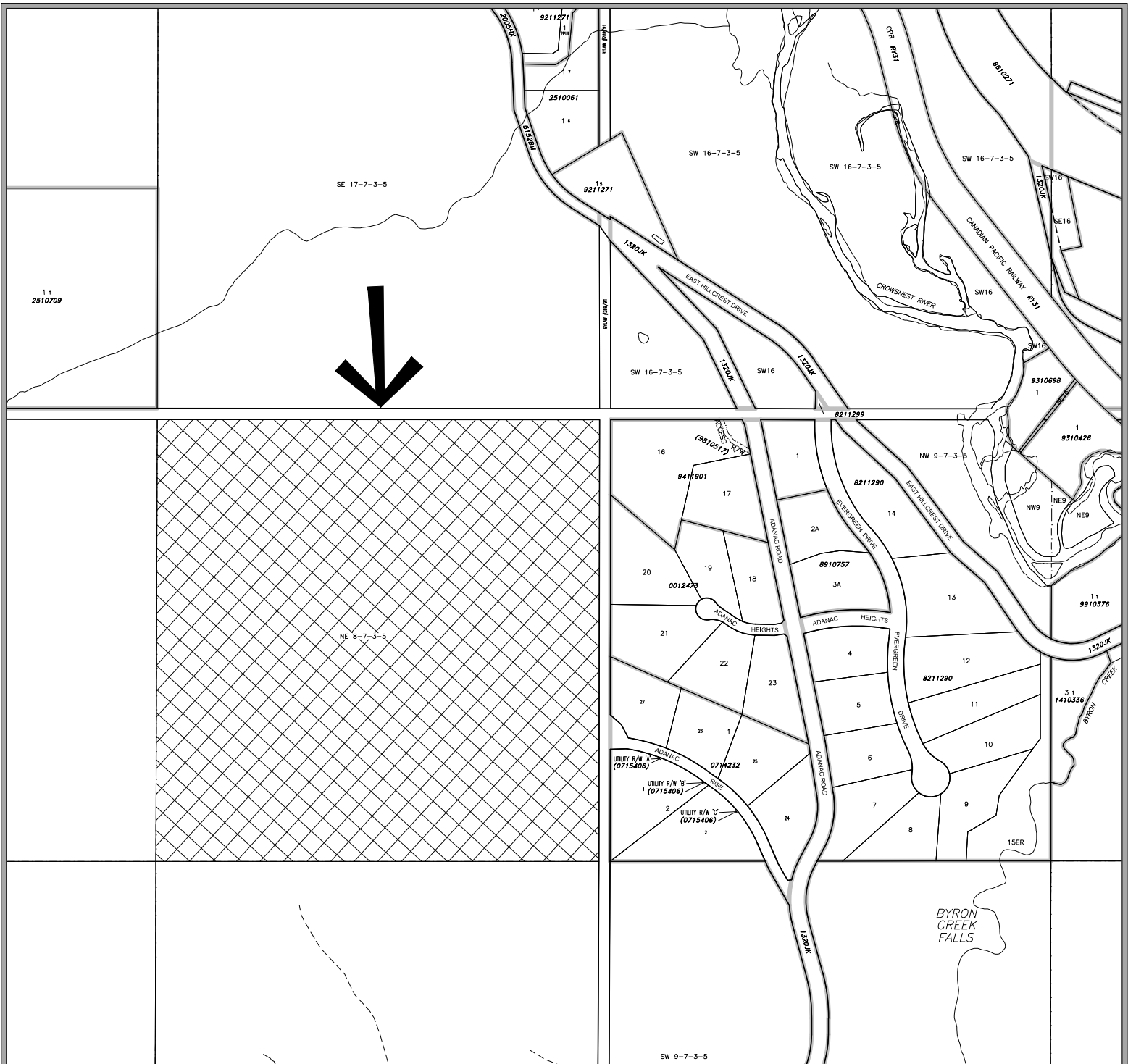
READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter, Mayor

Patrick Thomas, Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: NON-URBAN AREA – NUA-1

TO: GROUPED COUNTRY RESIDENTIAL – GCR-1

NE 1/4 SEC 8, TWP 7, RGE 3, W 5 M

MUNICIPALITY: CROWNEST PASS

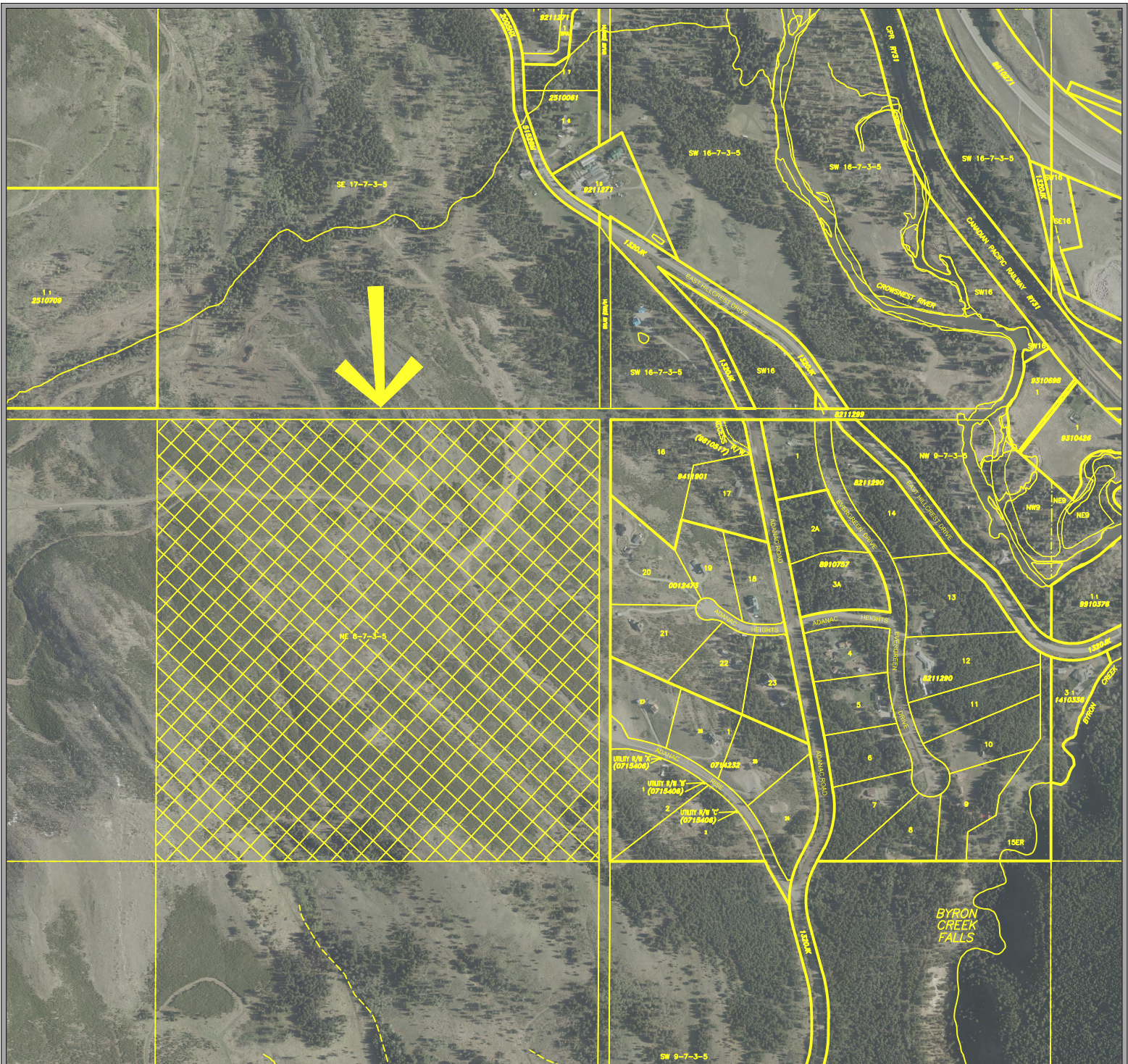
DATE: AUGUST 20, 2025

Bylaw #: 1241, 2025

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"



Aerial Photo Date: 2021

LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: NON-URBAN AREA – NUA-1
TO: GROUPED COUNTRY RESIDENTIAL – GCR-1

NE 1/4 SEC 8, TWP 7, RGE 3, W 5 M
MUNICIPALITY: CROWSNEST PASS
DATE: AUGUST 20, 2025

Bylaw #: 1241, 2025
Date: _____



MAP PREPARED BY:
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"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.f

Subject: Bylaw 1242, 2025 - LUB amendment and subdivision conceptual scheme - Byron Hills lands in Hillcrest - First Reading

Recommendation: That Council give first reading to Bylaw 1242, 2025 to initiate public consultation, including a public hearing for the proposed conceptual scheme pursuant to the *Municipal Government Act* section 653(4.1) and the *Matters Related to Subdivision and Development Regulation [AB Regulation 84/2022 section 7(8)]* to subdivide the subject lands.

Executive Summary:

Byron Hills Resources Ltd. (the applicant) owns portions of the NW ¼ 20-7-3-W5M and portions of the SW ¼ 20-7-3-W5M, containing ±25.441 ha (62.8 acres) in total, in Hillcrest. The applicant proposes to dispose of its land inventory in Hillcrest and, in collaboration with Municipal Administration, determined that it is prudent to redesignate and subdivide these lands for long-term planning purposes.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws, and section 653(4.1) and (6.1)(a) Conceptual Scheme.

Matters Related to Subdivision and Development Regulation [AB Regulation 84/2022 section 7(8)].
Bylaw No. 1165, 2023, as amended.
Bylaw 1059, 2020 Municipal Development Plan.

Discussion:

The applicant prepared a conceptual scheme to illustrate its intent with the proposed land use redesignations and subdivision (see attached). The applicant proposes to redesignate and subdivide the lands legally described as portions of the NW ¼ 20-7-3-W5M and portions of the SW ¼ 20-7-3-W5M, containing ±28.159 (69.59 acres), from “Non-Urban Area – NUA-1” to “Recreation and Open Space – RO-1” [±0.624 ha (1.54 acres)], “Grouped Country Residential – GCR-1” [±4.0 ha (9.88 acres)], “Industrial – I-1” [±5.827 ha (14.4 acres)], and “Future Urban Development – FUD” [±17.37 ha (42.9

acres)], including 0.338 ha (0.84 acres) for road purposes.

The proposed subdivision includes the dedication of road allowance to the Municipality to formalize an existing access along the river into the property that accommodates the Hillcrest sewage lagoons. The proposed subdivision also includes the dedication of Municipal Reserves to the Municipality to accommodate an existing stormwater facility, the existing signage at the intersection of 8 Avenue and 9 Avenue, and land between the proposed road and the river/existing Environmental Reserve.

A portion of the subject lands correspond to a portion of the Hillcrest Growth Node identified in the Municipal Development Plan for future urban expansion (see attached MDP - Hillcrest Community Profile). Portions of the lands are subject to a development setback from the former nuisance grounds and the sewage lagoons. The setback distance for the nuisance grounds has been reduced to 50m from the buried waste. A portion of the lands that is subject to a setback from the sewage lagoons is predominantly proposed for industrial use (which is not subject to the setback requirement). A small portion of the land portion that is identified for "Future Urban Development" east of 9 Avenue may require a setback variance prior to further subdivision and development, depending on the nature of the uses proposed for this area when further detailed planning is undertaken.

Section 3.2 in Schedule 4 of the Land Use Bylaw provides that a conceptual scheme may be prepared instead of an area structure plan, and that a public hearing (the Municipal Government Act refers to it as a "subdivision hearing") may be held for a conceptual scheme. It is proposed that Council hold a public hearing for a conceptual scheme for the proposed subdivision, in addition to and at the same time as the public hearing for the proposed Bylaw 1242, 2025. Section 653 (4.1) and (6.1) of the Municipal Government Act provides for such a public hearing. The MGA provides that when a conceptual scheme is adopted by a Council after a public hearing was held and the persons to whom the subdivision authority must typically send a copy of a complete subdivision application were notified of the public hearing for the conceptual scheme and it was referred to them, further notification of those persons when the subdivision application is made, is not required (provided of course that the subdivision application corresponds with the adopted conceptual scheme).

Analysis of Alternatives:

Council should give first reading to Bylaw 1242, 2025, and direct Administration to schedule a public hearing for the bylaw in conjunction with a public hearing (or "subdivision hearing") for the proposed conceptual scheme, and further direct Administration to ensure that those persons to whom the subdivision authority must typically send a copy of a complete subdivision application are notified of the public hearing for the conceptual scheme and refer the conceptual scheme to them.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1242, 2025.docx](#)

[Bylaw 1242 2025 - redesignation map.pdf](#)

[Bylaw 1242 2025 - redesignation map \(aerial\).pdf](#)

[Byron Hills Conceptual Scheme for Subdivision - August 11 2025.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
Bylaw 1242, 2025
LAND USE BYLAW AMENDMENT – Redesignate NW,SW 20-7-3-W5M

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as portions of the NW ¼ 20-7-3-W5M and portions of the SW ¼ 20-7-3-W5M, containing ±28.159 (69.59 acres), from “Non-Urban Area – NUA-1” to “Recreation and Open Space – RO-1” [±0.624 ha (1.54 acres)], “Grouped Country Residential – GCR-1” [±4.0 ha (9.88 acres)], “Industrial – I-1” [±5.827 ha (14.4 acres)], and “Future Urban Development – FUD” [±17.37 ha (42.9 acres)], including 0.338 ha (0.84 acres) for road purposes, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the bylaw is to provide for the opportunity to subdivide and develop the lands in accordance with the provisions of the “Recreation and Open Space – RO-1”, “Grouped Country Residential – GCR-1”, “Industrial – I-1”, and “Future Urban Development – FUD” districts.

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 portions of the NW ¼ 20-7-3-W5M and portions of the SW ¼ 20-7-3-W5M, containing ±28.159 (69.59 acres), from “Non-Urban Area – NUA-1” to “Recreation and Open Space – RO-1” [±0.624 ha (1.54 acres)], “Grouped Country Residential – GCR-1” [±4.0 ha (9.88 acres)], “Industrial – I-1” [±5.827 ha (14.4 acres)], and “Future Urban Development – FUD” [±17.37 ha (42.9 acres)], including 0.338 ha (0.84 acres) for road purposes, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2025.

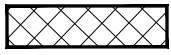
READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter, Mayor

Patrick Thomas, Chief Administrative Officer

LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: NUA-1
TO: GCR-1



FROM: NUA-1
TO: RO-1



FROM: NUA-1
TO: FUD

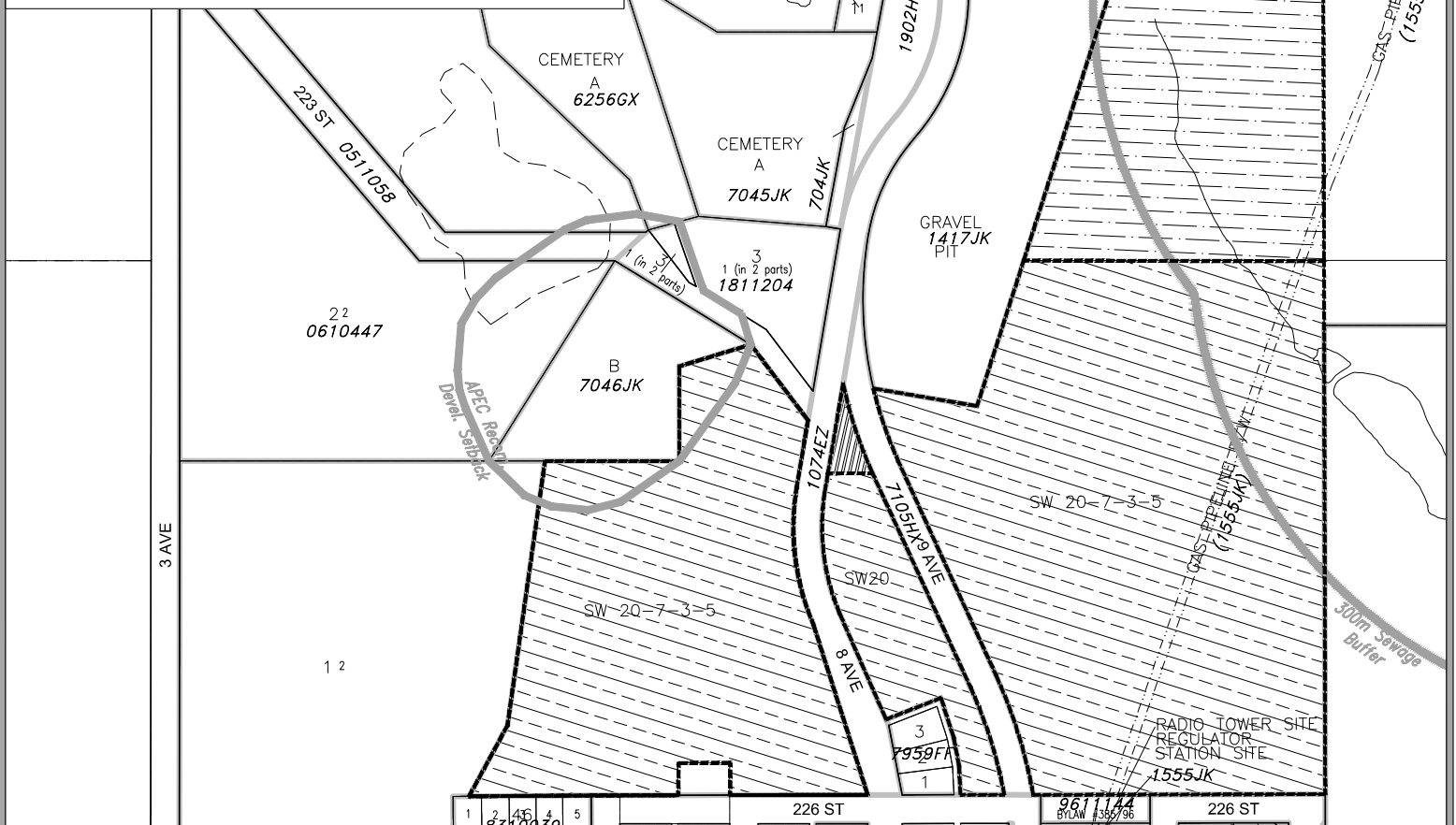


FROM: NUA-1
TO: I-1

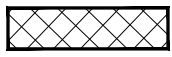
PORTIONS NW 1/4 AND SW 1/4 SEC 20, TWP 7,
RGE 3, W 5 M (TITLE NO. 241 017 358 +4)
AND PORTIONS OF PLAN 3523JK
AND ROAD PLANS 2319AZ, 2157EZ,
AND 1074EZ

WITHIN W. 1/2 SEC 20, TWP 7, RGE 3, W 5 M
MUNICIPALITY: CROWSNEST PASS
DATE: AUGUST 25, 2025

Bylaw #: 1242, 2025
Date: _____



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



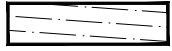
FROM: NUA-1
TO: GCR-1



FROM: NUA-1
TO: RO-1



FROM: NUA-1
TO: FUD

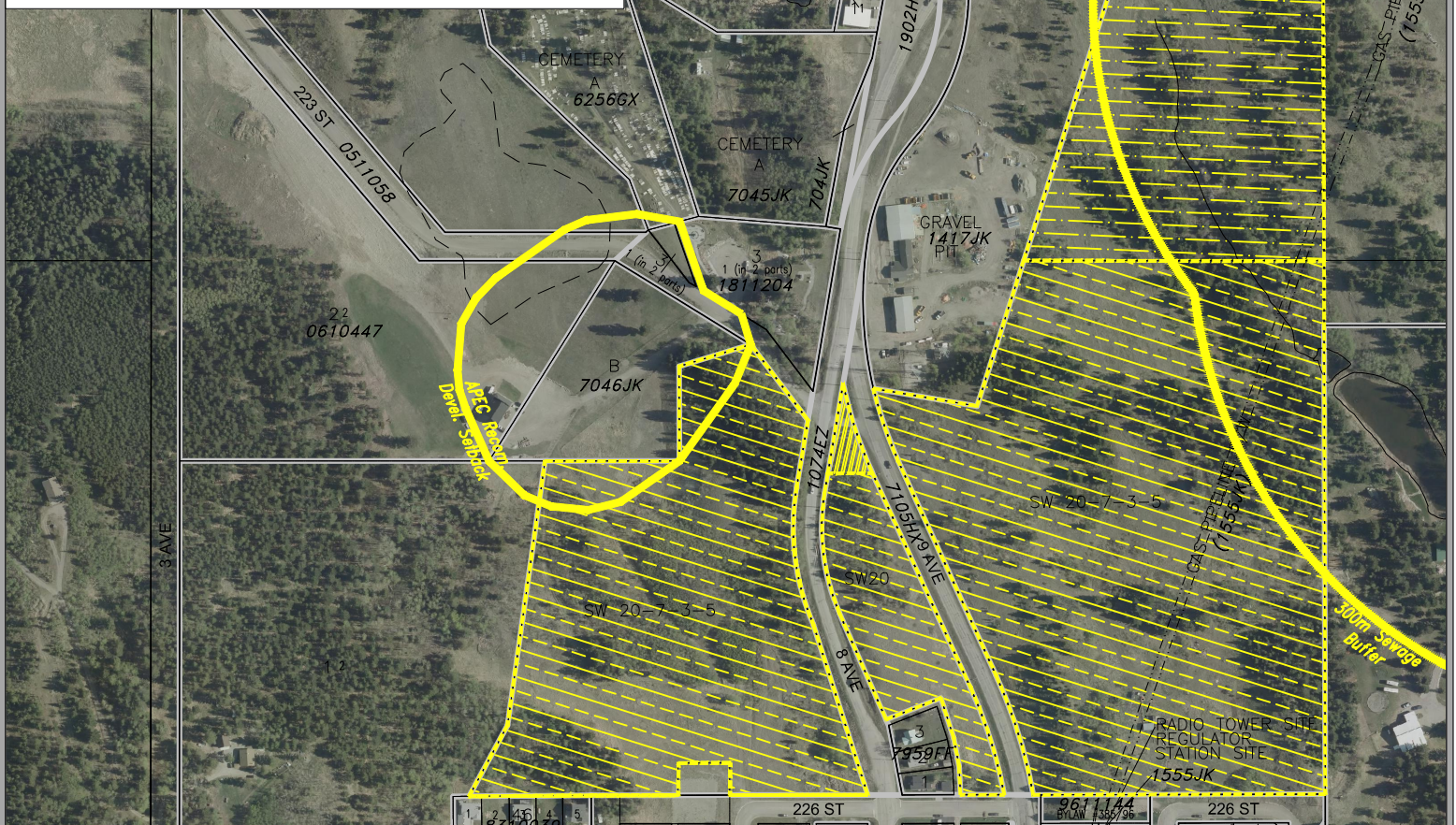


FROM: NUA-1
TO: I-1

PORTIONS NW 1/4 AND SW 1/4 SEC 20, TWP 7,
RGE 3, W 5 M (TITLE NO. 241 017 358 +4)
AND PORTIONS OF PLAN 3523JK
AND ROAD PLANS 2319AZ, 2157EZ,
AND 1074EZ

WITHIN W. 1/2 SEC 20, TWP 7, RGE 3, W 5 M
MUNICIPALITY: CROWSNEST PASS
DATE: AUGUST 25, 2025

Bylaw #: 1242, 2025
Date: _____



Aerial Photo Date: 2021

Conceptual scheme for subdivision

Presented by

Byron Hills Resources Ltd.

**NW,SW 20-7-3-W5M in the Municipality of the
Crowsnest Pass, Alberta**

August 11, 2025

Conceptual scheme for Byron Hills Resources Ltd. NW,SW 20-7-3-W5M

1. Introduction
2. Location
3. Current land use
4. Development concept
5. Municipal Reserve - MR
6. Future Urban Development - FUD
7. Future Grouped Country Residential - GCR-1
8. Future Industrial area - I-1
9. Dedicated road plan and drainage ditch ROW
10. Conclusion

Map 1 Municipality location map

Map 2 Conceptual scheme designation map

Map 3 Conceptual scheme designation air photo overlay

Appendix 1 Tentative plan showing the subdivision

Appendix 2 Tentative plan showing subdivision photo overlay

Appendix 3 Land Title

1. Introduction

Byron Hills Resources Ltd. examined their land holdings closely and through an informed decision will now proceed with applying to obtaining titles to the fragmented parcels of land in the Hillcrest Mines area. The fragmentation of parcels will be defined by the attached survey to this conceptual scheme. Along with the survey is a conceptual map and air photo map that shows the configuration of the fragmented parcels of land. In further examination the parcels of land will have future urban growth potential, industrial potential, grouped country residential potential and municipal reserve designations. The subdivision process will also include a dedicated road plan for access to the sewage treatment area plus a right of way and easement agreement for an existing drainage ditch. The configuration maps show the different possible land designations as mapped out with the best land utilization for the benefit of the Municipality of the Crowsnest Pass.

2. Location

The fragmented parcels are located within the NW&SW 20-7-3-W5M. The fragmented parcels are located to the north from the urban community of Hillcrest Mines.

3. Current land use

The current land use is undeveloped Non-Urban Area - NUA-1

4. Development concept

The current use of the land is limited and does not gain the best interest for the Municipality tax base. The different parcels that extend to the north from the urban community of Hillcrest Mines will fit into a positive growth opportunity. The concept also provides an opportunity to correct the current land use and adjust according to the best and highest use of each parcel.

5. Municipal Reserve - MR

The survey indicates 3 areas for a municipal reserve. The first is at the intersection of 8th avenue and 9th avenue at a point that is currently used for important signage. The second area is land between a planned road way that will access the municipal sewage treatment area and the Crowsnest River. The third area contains a water body which contributes suitability for a municipal reserve.

6. Future Urban Development – FUD

There are Land parcels that are adjacent to the urban community of Hillcrest Mines that are strategically located to the close proximity of services. This will allow a positive expansion of the current urban community.

7. Future Grouped Country Residential - GCR-1

It is best that the land parcels that are further away from services be designated as Grouped Country Residential. These parcels may have some development limitations, however the proximity to access and topographical features allow for building sites.

8. Future Industrial area - I-1

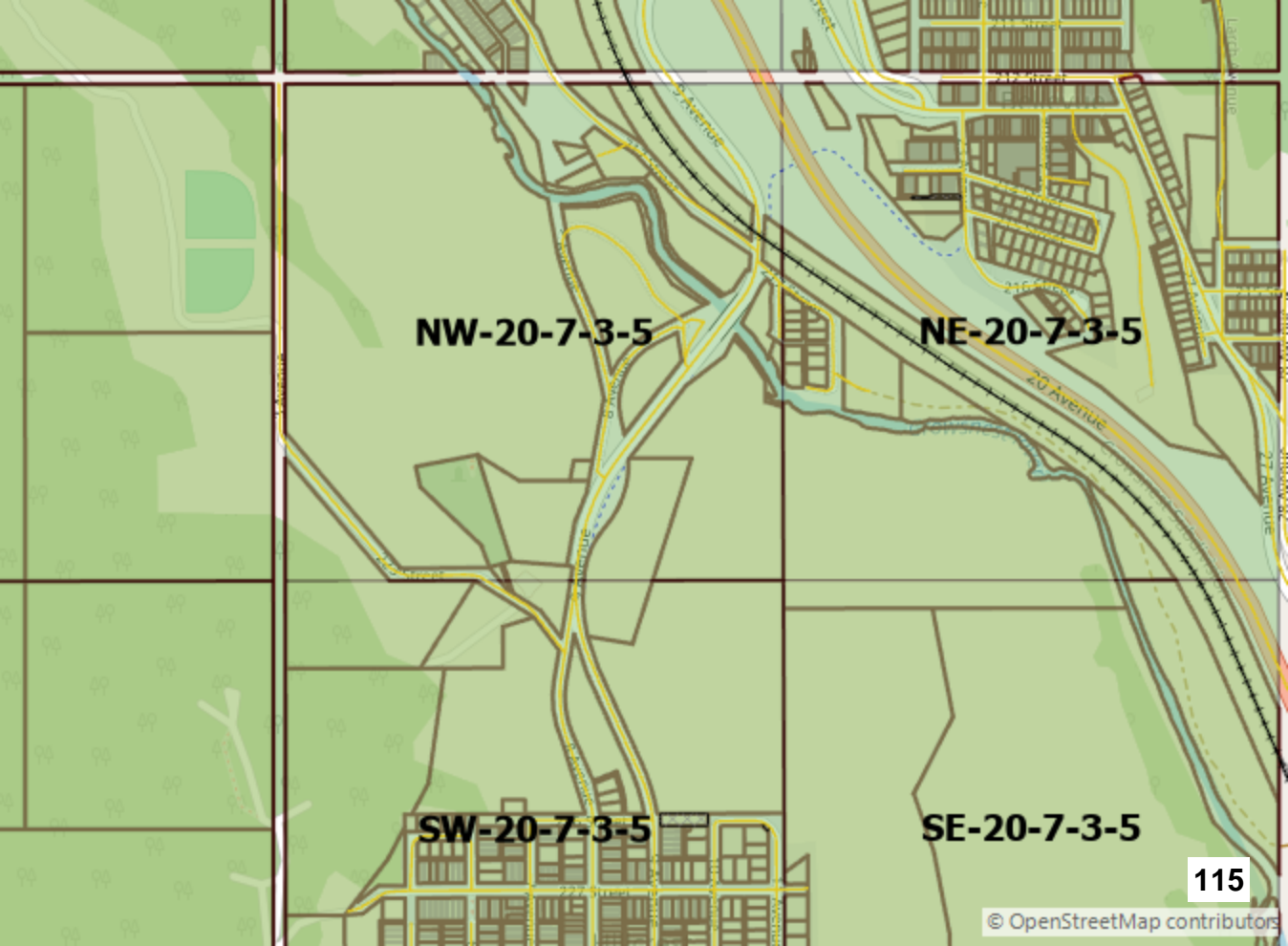
There is one parcel of land that is suitable for industrial use and will fit with the current adjacent land use. This area may have a possible setback from the sewage treatment area which may not be ideal for residential development. However the current surrounding use from this parcel will be compatible with a future industrial area.

9. Dedicated road plan and drainage ditch ROW

Currently the parcel of land to the south from 9th Avenue has a road access to the municipal sewage treatment area, however there is no road plan in place. Therefore to end the trespass the parcel will then have a road plan along the current road that accesses the sewage treatment area. The parcel to the north noted as Lot 7 Block 1 will require a right of way (ROW) with an easement agreement for the current drainage ditch.

10. Conclusion

The Conceptual scheme as presented from Byron Hills Resources Ltd. is a needed benefit for the community and opens new opportunity with positive diversity. The current fragmented parcels as NUA-1 have a very limited use. Along with the subdivision aspect, the proposal outlines the best land use designation for the future land use in this immediate area. This subdivision is a positive benefit in the Crowsnest Pass.



This map shows a portion of a rural area with four sections labeled NW-20-7-3-5, NE-20-7-3-5, SW-20-7-3-5, and SE-20-7-3-5. The NW-20-7-3-5 section is in the top-left, NE-20-7-3-5 is in the top-right, SW-20-7-3-5 is in the bottom-left, and SE-20-7-3-5 is in the bottom-right. The map features a network of roads, including 20 Avenue, 21 Avenue, 22 Avenue, 23 Avenue, 24 Avenue, 25 Avenue, 26 Avenue, 27 Avenue, 28 Avenue, 29 Avenue, 30 Avenue, 31 Avenue, 32 Avenue, 33 Avenue, 34 Avenue, 35 Avenue, 36 Avenue, 37 Avenue, 38 Avenue, 39 Avenue, 40 Avenue, 41 Avenue, 42 Avenue, 43 Avenue, 44 Avenue, 45 Avenue, 46 Avenue, 47 Avenue, 48 Avenue, 49 Avenue, 50 Avenue, 51 Avenue, 52 Avenue, 53 Avenue, 54 Avenue, 55 Avenue, 56 Avenue, 57 Avenue, 58 Avenue, 59 Avenue, 60 Avenue, 61 Avenue, 62 Avenue, 63 Avenue, 64 Avenue, 65 Avenue, 66 Avenue, 67 Avenue, 68 Avenue, 69 Avenue, 70 Avenue, 71 Avenue, 72 Avenue, 73 Avenue, 74 Avenue, 75 Avenue, 76 Avenue, 77 Avenue, 78 Avenue, 79 Avenue, 80 Avenue, 81 Avenue, 82 Avenue, 83 Avenue, 84 Avenue, 85 Avenue, 86 Avenue, 87 Avenue, 88 Avenue, 89 Avenue, 90 Avenue, 91 Avenue, 92 Avenue, 93 Avenue, 94 Avenue, 95 Avenue, 96 Avenue, 97 Avenue, 98 Avenue, 99 Avenue, and 100 Avenue. There are also several water bodies, including a large lake in the top-left and a river in the bottom-right. The map is color-coded with green for land, blue for water, and brown for roads. The text 'NW-20-7-3-5' is in the top-left, 'NE-20-7-3-5' is in the top-right, 'SW-20-7-3-5' is in the bottom-left, and 'SE-20-7-3-5' is in the bottom-right. The text '115' is in the bottom-right corner. The text '© OpenStreetMap contributors' is in the bottom-right corner.

NW-20-7-3-5

NE-20-7-3-5

SW-20-7-3-5

SE-20-7-3-5

Existing Land Use Designations Shown Thus

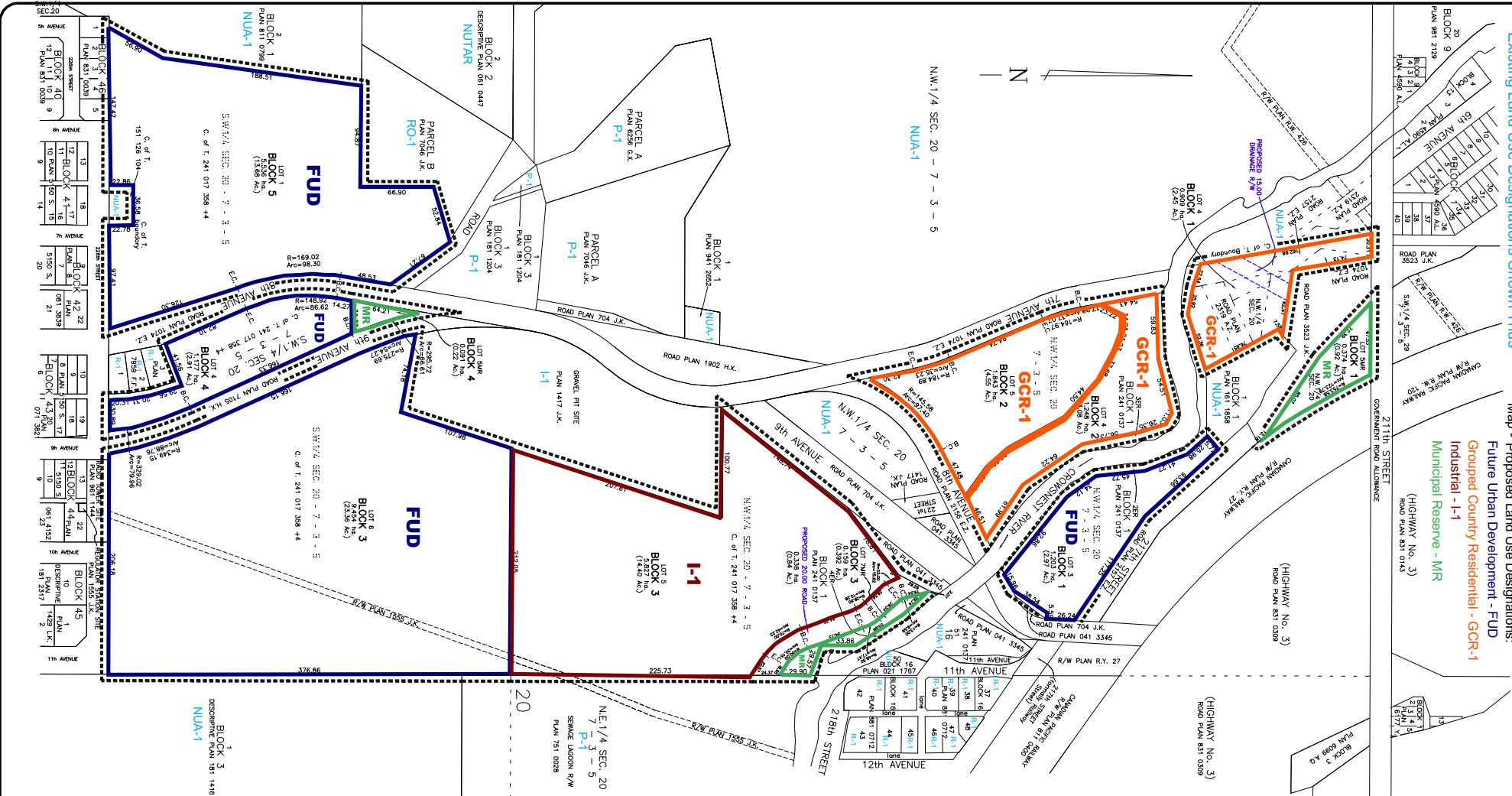
Map - Proposed Land Use Designations:

Future Urban Development - FUD

Grouped Country Residential - GCR-1

Industrial - I-1

Municipal Reserve - MR



BYRON HILLS RESOURCES

TENTATIVE PLAN SHOWING SUBDIVISION
of part of
W.1/2 SEC. 20; TWP. 7; RGE. 3; W.5 M.

MUNICIPALITY OF CROWNEST PASS



brown okamura & associates ltd.

Professional Surveyors
2830 - 12th Avenue North, Lethbridge, Alberta

APPROVED

T. C. Penner, A.L.S.

DRAWN CJB

CHECKED TCP

SCALE

1:3500

DATE AUG. 11/25

JOB 25-16648

DRAWING

25-16648TE

NOTE : Portion to be approved is outlined thus
and contains approximately 28.159 ha.
Distances are in metres and decimal parts thereof.

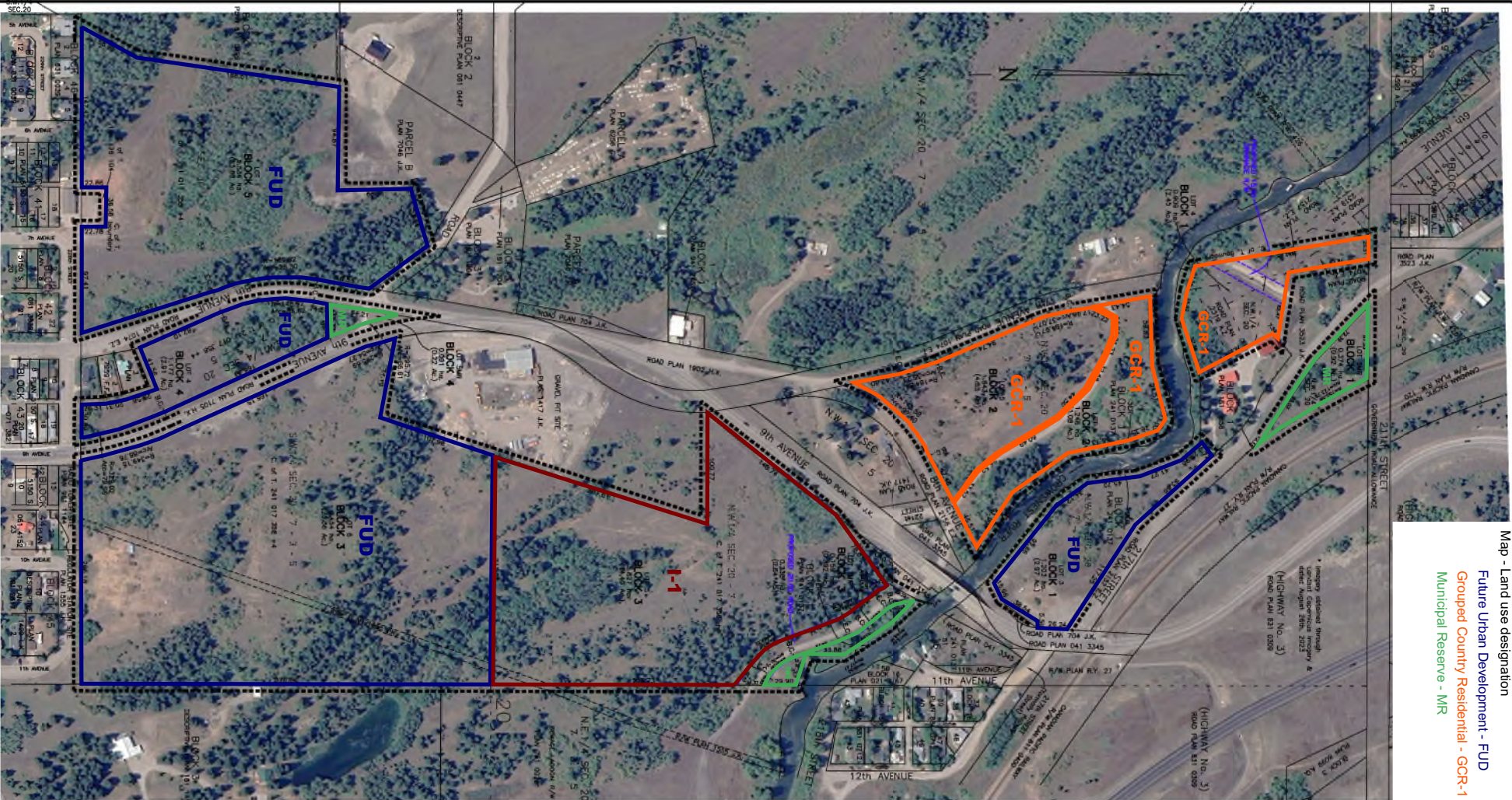
Distances and areas are approximate and are
subject to change upon final survey.

BY

DATE

REVISION

NO.



Map - Land use designation

Future Urban Development - FUD
Grouped Country Residential - GCR-1
Municipal Reserve - MR

BYRON HILLS RESOURCES

TENTATIVE PLAN SHOWING SUBDIVISION
of part of
W.1/2 SEC. 20; TWP. 7; RGE. 3; W.5 M.

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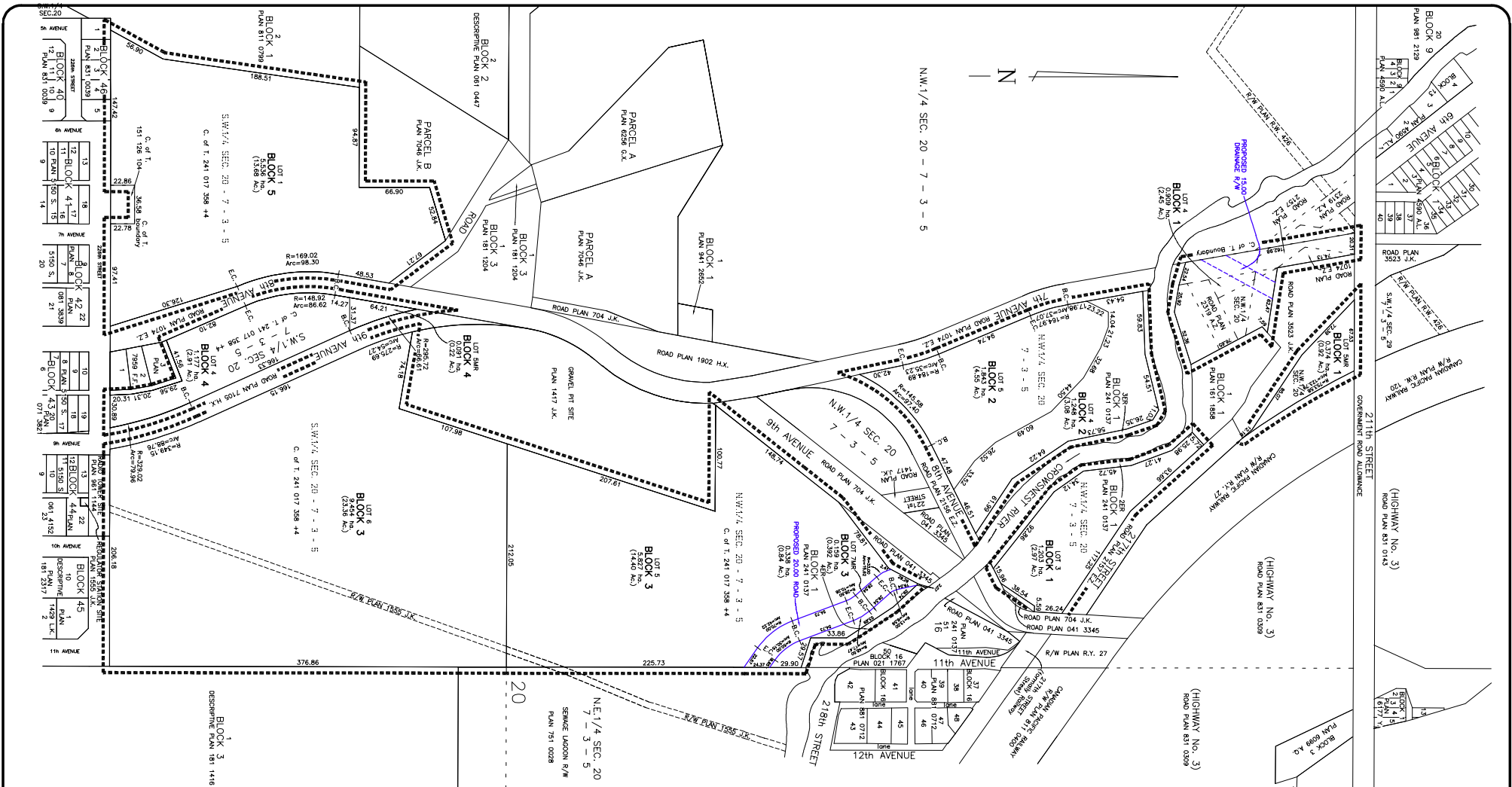
DATE

REVISION

NO.

NOTE : Portion to be approved is outlined thus
and contains approximately 28.159 ha.
Distances are in metres and decimal parts thereof.

Distances and areas are approximate and are
subject to change upon final survey.



NO.	REVISION	DATE	BY
<p>NOTE : Portion to be approved is outlined thus and contains approximately 28.159 ha. Distances are in metres and decimal parts thereof.</p>			
<p>Distances and areas are approximate and are subject to change upon final survey.</p>			

BYRON HILLS RESOURCES

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MUNICIPALITY OF CROWNSNEST PASS

brown okamura & associates ltd.

Professional Surveyors
2830 - 12th Avenue North, Lethbridge, Alberta

APPROVED	DRAWN CJB	DATE AUG. 11/25
	CHECKED TCP	JOB 25-16648
	SCALE	DRAWING
		25-16648TE

T. C. Penner, A.L.S.

1:3500



NO.	REVISION	DATE	BY

NOTE : Portion to be approved is outlined thus and contains approximately 28.159 ha.
Distances are in metres and decimal parts thereof.

Distances and areas are approximate and are subject to change upon final survey.

BYRON HILLS RESOURCES

TENTATIVE PLAN SHOWING SUBDIVISION
of part of
W. 1/2 SEC. 20; TWP. 7; RGE. 3; W. 5 M.

MUNICIPALITY OF CROWNEST PASS



brown okamura & associates ltd.

Professional Surveyors
2830 - 12th Avenue North, Lethbridge, Alberta

APPROVED T. C. Penner, A.L.S.	DRAWN CJB	DATE AUG. 11/25
	CHECKED TCP	JCB 25-16648
	SCALE 1:3500	DRAWING 25-16648TE



LAND TITLE CERTIFICATE

S

LINC	SHORT LEGAL	TITLE NUMBER
0039 757 927	5;3;7;20;NW	241 017 358 +4
0039 253 067	5;3;7;20;SW	

LEGAL DESCRIPTION

FIRST

MERIDIAN 5 RANGE 3 TOWNSHIP 7

SECTION 20

QUARTER NORTH WEST

CONTAINING 64.9 HECTARES (160.4 ACRES) MORE OR LESS

EXCEPTING THEREOUT:

(A) THAT PORTION WHICH LIES TO THE WEST OF
ROAD PLANS 1074EZ AND 1902HX AND 704JK

CONTAINING 37.2 HECTARES (91.99 ACRES) MORE OR LESS

(B) THAT PORTION WHICH LIES

NORTHWEST OF ROAD PLAN 704JK, SOUTH OF ROAD PLAN 1417JK,

SOUTHEAST OF ROAD PLAN 2156EZ, AND NORTHEAST OF ROAD PLAN 1074EZ

CONTAINING 0.79 HECTARES (1.95 ACRES) MORE OR LESS

(C) PLAN	NUMBER	HECTARES	ACRES	MORE OR LESS
RAILWAY	RY27	2.21	5.46	
ROAD	1074EZ	1.30	3.22	(UNCANCELLED PORTION)
ROAD	2156EZ	0.758	1.87	(UNCANCELLED PORTION)
ROAD	2157EZ	0.308	0.76	(UNCANCELLED PORTION)
ROAD	1902HX	0.616	1.52	
ROAD	704JK	1.02	2.52	
GRAVEL SITE	1417JK	2.04	5.06	
ROAD	1417JK	0.081	0.20	
ROAD	3523JK	0.723	1.79	(UNCANCELLED PORTION)
SUBDIVISION	3713JK	0.263	0.65	
ROAD	8310309	2.896	7.16	
SUBDIVISION	8810712	0.190	0.47	
SUBDIVISION	0211767	0.081	0.20	
ROAD	0413345	0.288	0.71	
SUBDIVISION	1611858	0.116	0.29	
SUBDIVISION	2410137	0.963	2.38	

EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

SECOND

MERIDIAN 5 RANGE 3 TOWNSHIP 7

SECTION 20

QUARTER SOUTH WEST

CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS

(CONTINUED)

EXCEPTING THEREOUT:

(A) THAT PORTION DESCRIBED IN TRANSFER 9229CL
AND CERTIFICATE OF TITLE 26 L 48
CONTAINING 0.082 HECTARES (0.20 ACRES) MORE OR LESS

(B) THAT PORTION OF THE SOUTH WEST QUARTER
INSIDE THE STRIP OF LAND 200 FEET WIDE
RESERVED FOR RAILWAY YARDS BETWEEN THE
TWO SUBDIVISIONS ON PLAN 5150S
WHICH LIES NORTH OF THIRD AVENUE ON PLAN 351GS
CONTAINING 1.97 HECTARES (4.87 ACRES) MORE OR LESS

(C) PLAN	NUMBER	HECTARES	ACRES	MORE OR LESS
SUBDIVISION	5150S	26.062	64.40	
ROADWAY	1074EZ	0.849	2.10	(UNCANCELLED PORTION)
SUBDIVISION	7959FF	0.182	0.45	
CEMETERY SITE	6256GX	0.129	0.32	
SUBDIVISION	351GS	0.648	1.60	
ROADWAY	7105HI	0.704	1.74	
GRAVEL PIT SITE	1417JK	0.934	2.31	
CEMETERY SITE	7045JK	0.445	1.10	
NUISANCE GROUNDS	7046JK	1.49	3.70	
SUBDIVISION	7410766	14.289	35.31	
SUBDIVISION	2211390	0.912	2.25	

EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

REFERENCE NUMBER: 241 017 233 +1

REGISTRATION	DATE (DMY)	DOCUMENT	REGISTERED OWNER(S) TYPE	VALUE	CONSIDERATION
--------------	------------	----------	-----------------------------	-------	---------------

241 017 358 17/01/2024 SUBDIVISION PLAN

OWNERS

BYRON HILLS RESOURCES LTD.
OF GPH 9
2 OLD MILL DRIVE
TORONTO
ONTARIO M6S 0A2

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
------------------------	--------------	-------------

6923IO . 14/12/1962 UTILITY RIGHT OF WAY
(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 3

REGISTRATION

241 017 358 +4

NUMBER DATE (D/M/Y) PARTICULARS

GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY
LIMITED.

AS TO PORTION OR PLAN:1555JK

9021IX . 28/05/1965 UTILITY RIGHT OF WAY
GRANTEE - TELUS COMMUNICATIONS INC.
BOX 1552, TAXATION DEPARTMENT
EDMONTON
ALBERTA T5J2N7
AFFECTED LAND: 5;3;7;20;NW
AS TO PORTION OR PLAN:2157EZ
(DATA UPDATED BY: CHANGE OF NAME 971079250)

5047LB . 14/10/1971 CAVEAT
RE : SEE CAVEAT
CAVEATOR - CANADIAN WESTERN NATURAL GAS COMPANY
LIMITED.
140 - 6 AVENUE S.W.,
CALGARY
ALBERTA
AFFECTED LAND: 5;3;7;20;NW
5;3;7;20;SW

751 061 603 19/06/1975 CAVEAT
CAVEATOR - FORTISALBERTA INC.
320-17 AVE SW
CALGARY
ALBERTA T2S2V1
(DATA UPDATED BY: TRANSFER OF CAVEAT
011167136)
(DATA UPDATED BY: CHANGE OF NAME 041456387)

791 199 160 26/11/1979 UTILITY RIGHT OF WAY
GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY
LIMITED.
AFFECTED LAND: 5;3;7;20;SW

051 315 366 30/08/2005 UTILITY RIGHT OF WAY
GRANTEE - ATCO GAS AND PIPELINES LTD.
AFFECTED LAND: 5;3;7;20;SW

201 203 135 03/11/2020 DISCHARGE OF CAVEAT 5047LB.
AFFECTED LAND: 5;3;7;20;NW

221 174 104 20/08/2022 CAVEAT
RE : UTILITY RIGHT OF WAY
CAVEATOR - FORTISALBERTA INC.
320-17 AVE SW
CALGARY
ALBERTA T2S2V1

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 4

REGISTRATION

241 017 358 +4

NUMBER DATE (D/M/Y) PARTICULARS

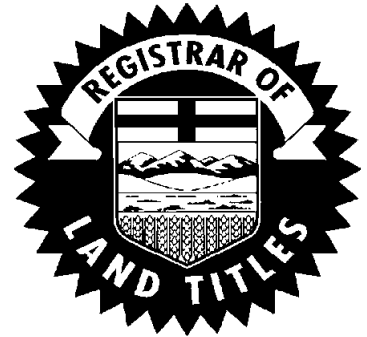
AGENT - MSL LAND SERVICES LTD.

TOTAL INSTRUMENTS: 008

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 11 DAY OF AUGUST,
2025 AT 07:19 A.M.

ORDER NUMBER: 54516134

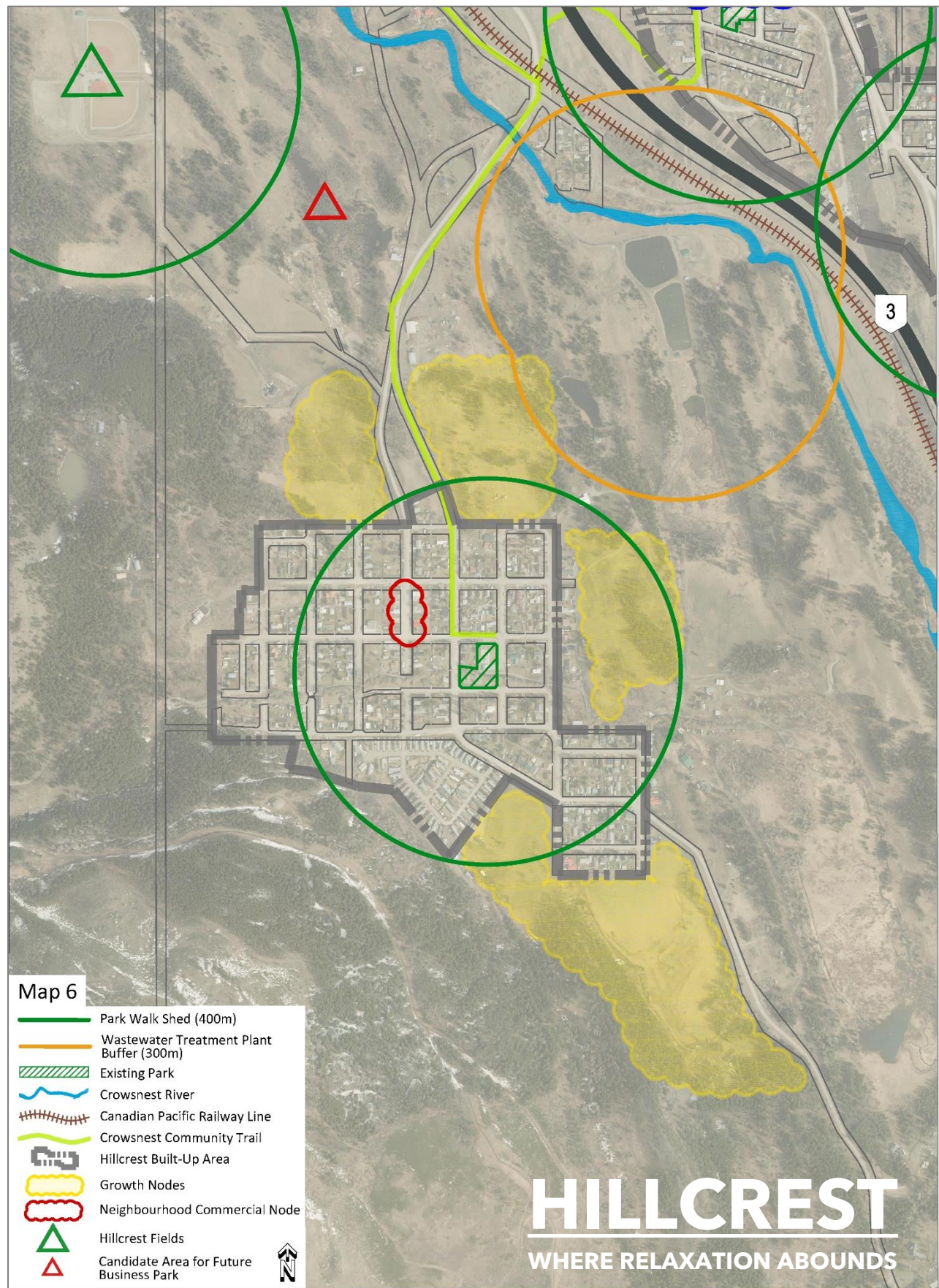
CUSTOMER FILE NUMBER: 507



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
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OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S) .





Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.g

Subject: Bylaw 1243, 2025 - Land Use Bylaw Amendment - redesignate an 8.0 ha (20 acres) portion of the NE¼ 18-8-4-W5M from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1" - First Reading

Recommendation: That Council give first reading to Bylaw 1243, 2025.

Executive Summary:

Bylaw 1243, 2025 proposes to redesignate an 8.0 ha (20 acres) portion of the NE¼ 18-8-4-W5M from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1" for the future subdivision of six parcels.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.
Bylaw No. 1165, 2023, as amended.

Discussion:

The subject property fronts onto and has access from 63 Street / 23 Avenue, Coleman (on the way to the McGillivray Staging Area / Knowles Flats). The applicant proposes to subdivide six country residential parcels with accesses onto 63 Street / 23 Avenue.

The subject property is outside but near the edge of the Miistakis Ecological Corridor and outside of the Forest Reserve. The "Crowsnest Pass Environmentally Significant Areas - March 1988" identifies the area generally above the 1425m elevation as mule deer and elk habitat - this likely refers to the identified Miistakis Ecological Corridor. In the "Environmentally Significant Areas of Alberta 2014" report the quarter section has a summed score of 0.2227, which means it is an Environmentally Significant Area (ESA), like 45% of the province and 71% of the Rocky Mountains Natural Region. The ESA cut-off value is 0.189. The Naturae Conservancy of Canada owns two quarter sections to the west and southwest of the subject property (i.e. the NW and SW-18-8-4-5). The NW-18-8-4-5 has a summed ESA score of 0.1616, and the SW-18-8-4-5 has a summed ESA score of 0.2083 - the land use designation of the SW-18-8-4-5 owned by the Nature Conservancy of Canada is "Grouped Country

Residential GCR-1" - the same as what Bylaw 1243, 2025 proposes for the subject property (but the Nature Conservancy of Canada land is not developed for this purpose).

McGillivray Creek and tributary streams run through the subject property. The proposed subdivision area is not within the riparian area of the creek. There are no wetlands on the subject property. The property is heavily treed with coniferous vegetation.

The applicant has prepared a Phase II Aquifer Evaluation for Residential Subdivision. The study concluded that the aquifer produces high quality water, and that a groundwater well on each lot in the proposed subdivision would not adversely interfere with or affect existing groundwater users in the same aquifer.

Policy 2003.02 Area Structure Plan Applications provides that a subdivision application of less than six lots may be exempted from the requirement to prepare an area structure plan. Because it is a policy and not a bylaw, in 2023 Council agreed to waive the requirement for an area structure plan for a subdivision application that proposed seven parcels where there was an existing access road and the proposed subdivision did not require the construction of new municipal improvements (e.g. roads, water, wastewater), or the dedication of land for Municipal Reserve or Environmental Reserve. The same circumstances apply in the case of the proposed subdivision in the McGillivray area, and therefore it is recommended that Council waive the requirement for an area structure plan for this stage of the development.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1243, 2025.docx](#)

[Bylaw 1243, 2025 - redesignation map.pdf](#)

[Bylaw 1243, 2025 - redesignation map \(aerial\).pdf](#)

MUNICIPALITY OF CROWSNEST PASS
Bylaw 1243, 2025
LAND USE BYLAW AMENDMENT – redesignate a portion of the NE¼ 18-8-4-W5M

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate an 8.0 ha (20 acres) portion of the lands legally described as the NE¼ 18-8-4-W5M, containing ±63 ha (±156 acres), from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1", as shown in Schedule 'A' attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the bylaw is to provide for the opportunity to subdivide and develop the lands in accordance with the provisions of the "Grouped Country Residential – GCR-1" 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 an 8.0 ha (20 acres) portion of the lands legally described as the NE¼ 18-8-4-W5M, containing ±63 ha (±156 acres), from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1", as shown in Schedule 'A' attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

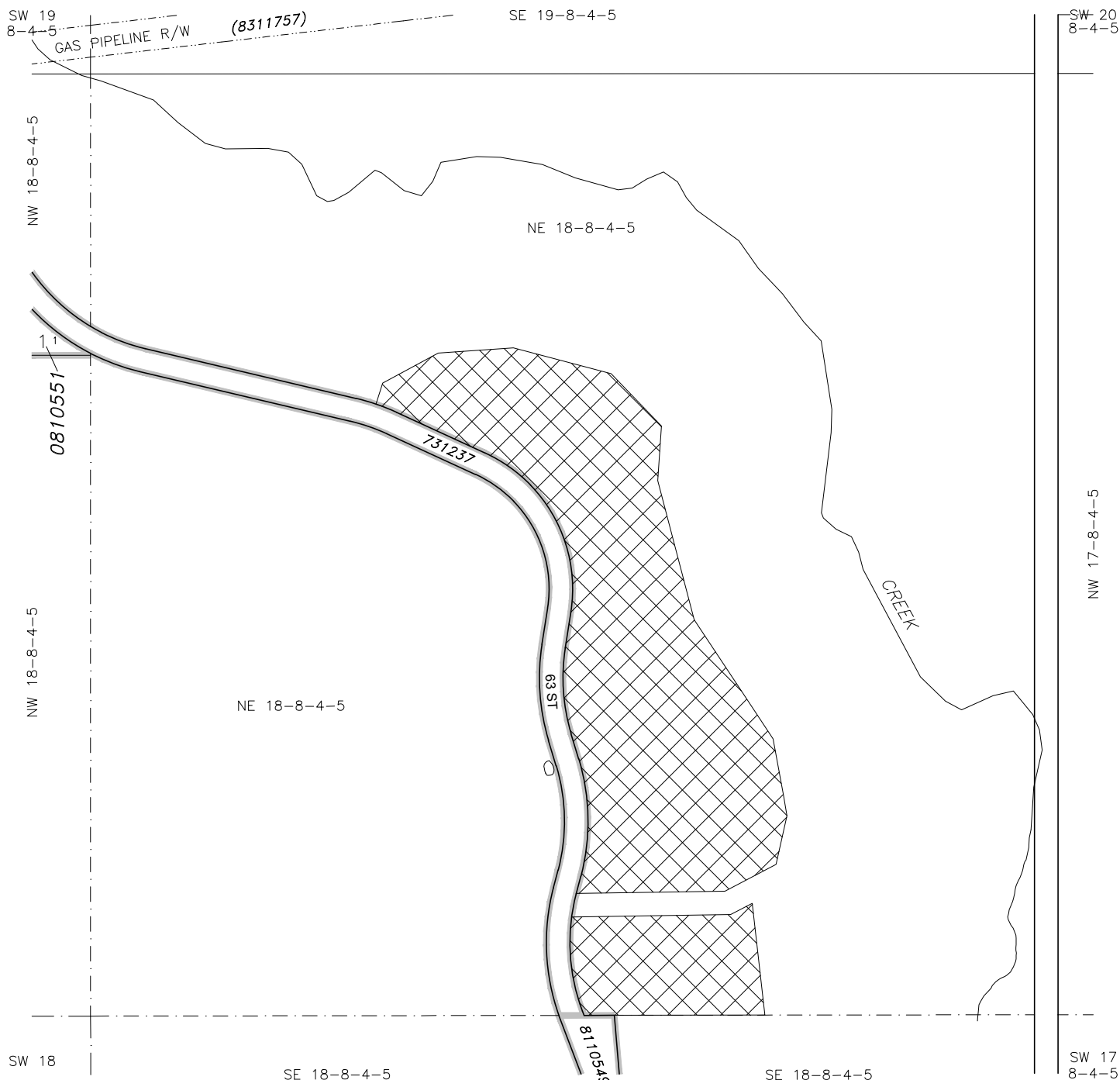
READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter, Mayor

Patrick Thomas, Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Non-Urban Area NUA-1

TO: Grouped Country Residential GCR-1

PORTION OF NE 1/4 SEC 18, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: AUGUST 21, 2025

Bylaw #: 1243, 2025

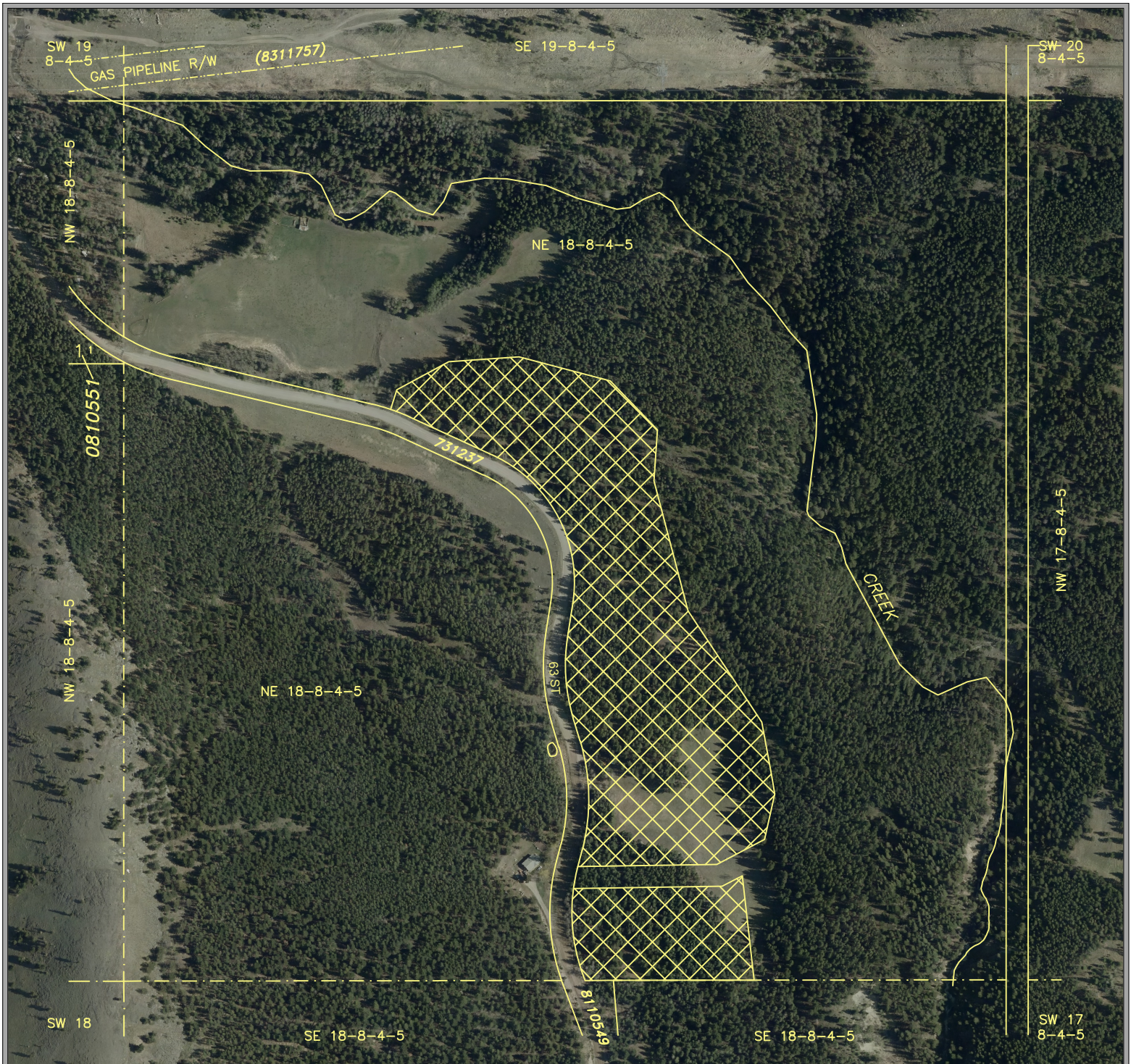
Date: _____



August 21, 2025 N:\C-N-P\CNP LUD & Land Use Redesignations\Crowsnest Pass - Bylaw 1243, 2025 - Portion of NE18-8-4-5.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"



Aerial Photo Date: May 19, 2021

LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Non-Urban Area NUA-1

TO: Grouped Country Residential GCR-1

PORTION OF NE 1/4 SEC 18, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: AUGUST 21, 2025

Bylaw #: 1243, 2025

Date: _____





Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.h

Subject: Bylaw 1244, 2025 - Land Use Bylaw Amendment - establish the "Reduced Impact Housing – RIH" district, and redesignate Lot 1, Block 40, Plan 9813593 from "Non-Urban Area - NUA-1" to "Reduced Impact Housing – RIH" - First Reading

Recommendation: That Council give first reading to Bylaw 1244, 2025.

Executive Summary:

Bylaw 1244, 2025 proposes to establish a new land use district called "Reduced Impact Housing – RIH", and to redesignate Bylaw 1244, 2025 - Schedule 'A' page 1 of 3, containing 15.5 ha (38.3 acres), to the new district.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.
Bylaw No. 1165, 2023, as amended.

Discussion:

The landowner of Lot 1, Block 40, Plan 9813593 proposes a new land use district and the redesignation of a 15.5 ha (38.3 acres) portion of their said property to the new land use district. The intent of the land use bylaw amendment application is to enhance housing affordability and reduce barriers to housing market entry, by establishing a land use district that accommodates reduced impact residential development in the form of smaller, compact homes in either a private rental set-up or in a private bareland condominium plan of subdivision. In both scenarios the landlord or the bareland condominium association, as applicable, determines the yard setbacks between houses (subject to the building and fire codes), the width of the private roads (subject to the building code), and the standards for utility design. The land use bylaw will determine the permitted and discretionary uses, the perimeter yard setbacks, and set a standard for the comprehensive planning of the community layout, harmonious architectural design, enhanced and homogenous landscaping and fencing, and private amenity and recreation areas.

Bylaw 1244, 2025 requires that upon development of the said portion of Lot 1, Block 40, Plan 9813593

the landowner shall provide a surveyed easement and agreement to the Municipality for the Crowsnest Community Trail or alternatively, upon the subdivision of the said portion of Lot 1, Block 40, Plan 9813593 the landowner shall dedicate Municipal Reserve and/or Environmental Reserve for the portion of the said lands adjacent to the bed and shore of the Crowsnest River and as required to contain the Crowsnest Community Trail.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1244, 2025.docx](#)

[Bylaw 1244 2025 - Schedule A - FINAL.pdf](#)

[Bylaw 1244 2025 - redesignation map.pdf](#)

[Bylaw 1244 2025 - redesignation map \(aerial\).pdf](#)

MUNICIPALITY OF CROWSNEST PASS
Bylaw 1244, 2025

**LAND USE BYLAW AMENDMENT – Establish “Reduced Impact Housing – RIH” land use district and
redesignate portion of Lot 1, Block 40, Plan 9813593**

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to establish the “Reduced Impact Housing – RIH” land use district and a new land use definition for “Compact Home Community”, as shown in Schedule ‘A’ attached hereto and forming part of this bylaw, for the purpose of providing development opportunities that enhance housing affordability and reduce barriers to housing market entry by providing for compact home community development pursuant to an approved comprehensive site development plan or conceptual scheme.

AND WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate a ±15.5 hectare (±38.3 acre) portion of the lands legally described as Lot 1, Block 40, Plan 9813593, containing ±26 hectare (±64.4 acre), from the “Non-Urban Area – NUA-1” land use district to the “Reduced Impact Housing – RIH” land use district, as shown in Schedule ‘B’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the redesignation is to provide an opportunity to develop the said lands in accordance with the provisions of the “Reduced Impact Housing – RIH” land use district.

AND WHEREAS the Council of the Municipality of Crowsnest Pass hereby requires that upon development of the said portion of Lot 1, Block 40, Plan 9813593 the landowner shall provide a surveyed easement and agreement to the Municipality for the Crowsnest Community Trail or alternatively, upon the subdivision of the said portion of Lot 1, Block 40, Plan 9813593 the landowner shall dedicate Municipal Reserve and/or Environmental Reserve for the portion of the said lands adjacent to the bed and shore of the Crowsnest River and as required to encompass and contain the Crowsnest Community Trail.

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. That Schedule 1 and Schedule 2 of the Land Use Bylaw are amended by adding, after “Grouped Country Residential”, the “Reduced Impact Housing – RIH” land use district, as shown in Schedule ‘A’ attached hereto and forming part of this bylaw.
2. That Schedule 18A of the Land Use Bylaw is amended by adding in the correct alphabetical sequence a new land use definition for “Compact Home Community”, as shown in Schedule ‘A’ attached hereto and forming part of this bylaw.
3. That the Land Use District Map be amended to redesignate a ±15.5 hectare (±38.3 acre) portion of the lands legally described as Lot 1, Block 40, Plan 9813593, containing ±26 hectare (±64.4 acre) from

“Non-Urban Area – NUA-1” to “Reduced Impact Housing – RIH”, as shown on Schedule ‘B’ attached hereto and forming part of this bylaw.

4. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
5. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



REDUCED IMPACT HOUSING – RIH

PURPOSE: *To provide for development opportunities that enhance housing affordability and reduce barriers to housing market entry by providing for a comprehensively planned, reduced impact, compact home community pursuant to an approved comprehensive site development plan or conceptual scheme*

1. PERMITTED USES

- Accessory Building 11.15 m² (120 ft²), not in the front yard of the principal building and/or not prior to the establishment of the principal building or use
- Compact Home Community - a minimum of twenty and maximum of fifty grouped Single-Detached Dwellings, with habitable floor area subject to section 6 in this district.
- Home Occupation – Class 1
- Private Utility – except freestanding Solar Collector and freestanding Small Wind Energy Conversion System
- Sign – Types:
 - Home Occupation
 - Subdivision
 - Entrance
 - Subdivision or Development Marketing
- Tourist Home (to a maximum of 10 percent of the total number of units as defined in the Comprehensive Site Development Plan)

DISCRETIONARY USES

- Accessory Building or Use up to 22.3 m² (240 ft²) in the front yard of the principal building and/or prior to the establishment of the principal building or use
- Compact Home Community – more than fifty grouped Single-Detached Dwellings, with habitable floor area subject to section 6 in this district.
- Private Utility – freestanding Solar Collector and freestanding Small Wind Energy Conversion System
- Retail – Store, Small
- Tourist Home (more than 10 percent to a maximum of 25 percent of the total number of units as defined in the Comprehensive Site Development Plan)

2. MINIMUM LOT SIZE

- 2.1 A parcel in this district held under a single certificate of title, and a parcel prior to bareland condominium subdivision, shall not be smaller than 4,047m² (one acre).

3. MINIMUM BUILDING YARD SETBACKS

3.1 To Property Lines or Plan Boundary, respectively, in an Unsubdivided Compact Home Community or in a Bare Land Condominium Subdivision

- (a) Except for the perimeter boundary of the parcel or the bareland condominium plan of subdivision, the owner of an unsubdivided compact home community or a compact home community held in a bareland condominium subdivision may establish their own internal yard setbacks and other standards for principal buildings and accessory buildings. For clarity, the building setback standards established in the LIH district apply only to the perimeter property line of the parcel or the perimeter boundary of the bareland condominium plan of subdivision on which a compact home community is located.

- (b) Building setbacks to perimeter property line of an unsubdivided compact home community parcel or the perimeter boundary of the bareland condominium plan of subdivision:

Use	Front Yard		Side Yard		Rear Yard	
	m	ft	m	ft	m	ft
All principal uses	10.0	32.8	6.0	19.7	6.0	19.7
Accessory Buildings	The actual front yard setback of the principal building		3.0	9.8	3.0	9.8

- (c) Notwithstanding subsections (a) and (b), all buildings within a Compact Home Community, held either in a single certificate of title or a bare land condominium subdivision, shall comply with applicable building code requirements respecting fire separation, spatial separation, and related life-safety provisions, regardless of the internal yard setbacks established by the owner.

4. MAXIMUM LOT COVERAGE RATIO

Principal building	–	55%
Accessory building	–	10%

5. MAXIMUM BUILDING HEIGHT

Principal building	–	9.75 m (32 ft)
Accessory buildings	–	5.0 m (16.4 ft)

6. HABITABLE FLOOR AREA OF PRINCIPAL BUILDING

Maximum as a permitted use	–	74m ² (800 ft ²) habitable floor area (no variances)
Maximum as a discretionary use	–	102m ² (1,100 ft ²) habitable floor area (no variances)

7. STANDARDS OF DEVELOPMENT – See Schedule 4, and further, as defined in a Comprehensive Site Development Plan to the satisfaction of the Development Authority, to include the following:

- (a) reduced impact residential stalls held under a single certificate of title (for rental) or reduced impact residential units held in a bareland condominium plan of subdivision (for purchase or rental);
- (b) compact homes that are made available for rental on either a short-term or long-term basis or for purchase;
- (c) a comprehensively planned layout, harmonious architecture, and enhanced homogenous landscaping and fencing;
- (d) private community amenities and private recreation spaces; and
- (e) private road (hard-surfaced) and private utility design standards that facilitate reduced financial investment by the end-purchaser while supporting a sustainable form of residential development.

8. OFF-STREET PARKING AND LOADING – As defined in an approved Comprehensive Site Development Plan.

9. RELOCATION OF BUILDINGS – See Schedule 7.

10. HOME OCCUPATIONS – See Schedule 8.

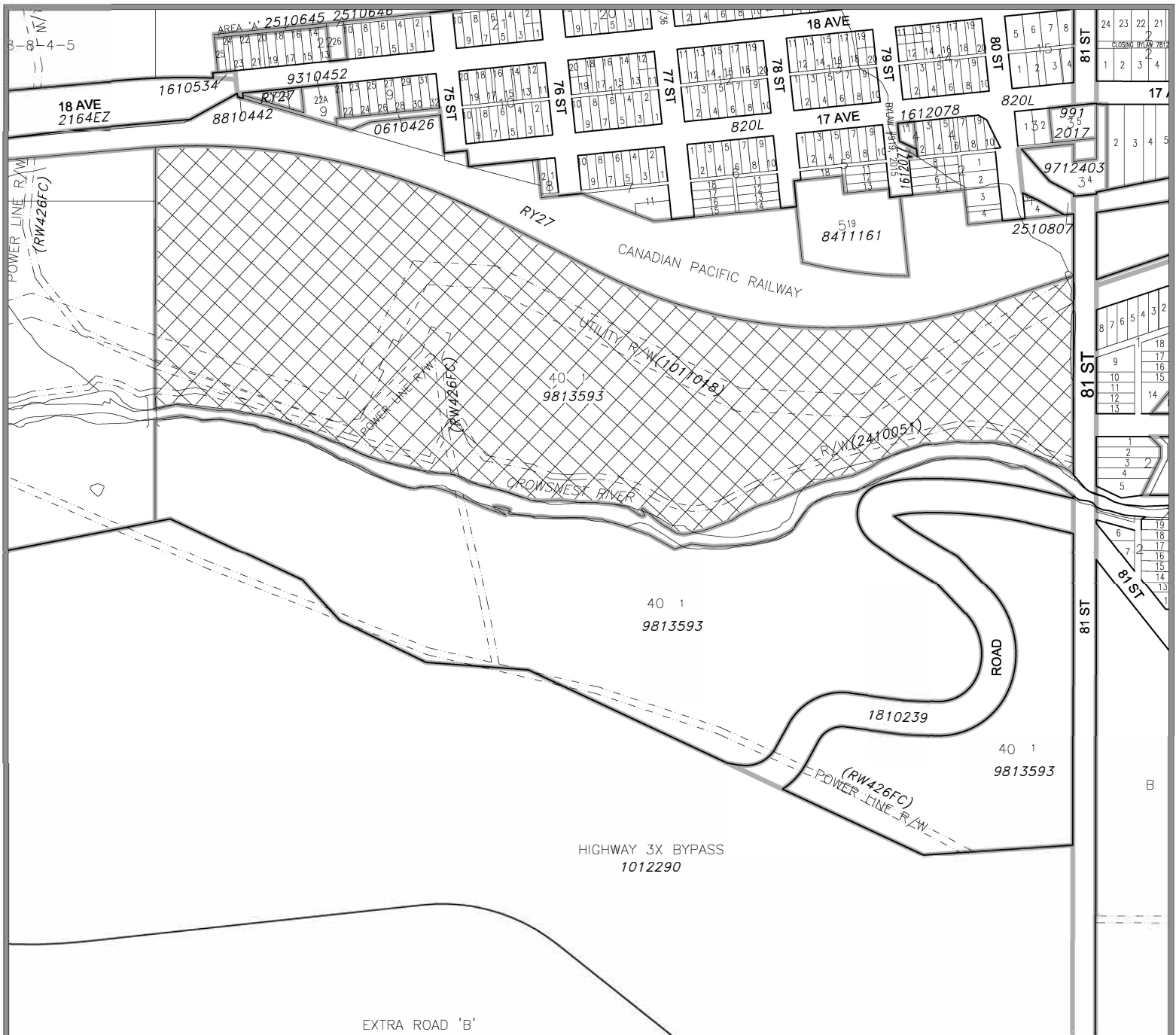
11. DEFINITIONS – See Schedule 18.

Schedule 18A – Land Use Definitions

Compact Home Community means a grouping of twenty or more Single-Detached Dwellings, each with a maximum habitable floor area of 74m² (800 ft²) for a permitted use or 102m² (1,100 ft²) for a discretionary use, with no variances allowed. Each dwelling unit in a Compact Home Community is designed for the occupancy of a single household. A Compact Home Community is comprehensively planned to reduce the impact of development by providing to the Development Authority's satisfaction:

- a) reduced impact residential stalls (for rental) or reduced impact bareland condominium units (for rental or purchase) for compact homes;
- b) harmonious architectural design;
- c) enhanced, homogeneous landscaping and fencing;
- d) private community amenities and recreation areas; and
- e) reduced impact design standards for private roads (hard-surfaced) and private utilities.

A Single-Detached Dwelling in a Compact Home Community includes a 'Ready-to-Move' home and a home that is built using modular construction practices (CSA-A277) but does not include a Manufactured Home as defined in this Bylaw. A Compact Home Community shall not include Recreational Vehicles for the purpose of either permanent or temporary residential occupancy, including for the purposes of Schedule 4, section 23.



LAND USE DISTRICT REDESIGNATION SCHEDULE 'B'



FROM: NON-URBAN AREA – NUA-1
TO: REDUCED IMPACT HOUSING - RIH

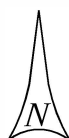
PORTION OF LOT 1, BLOCK 40, PLAN 9813593
WITHIN SE 1/4 SEC 8, TWP 8, RGE 4, W 5 M
MUNICIPALITY: CROWSNEST PASS (COLEMAN)
DATE: AUGUST 26, 2025

Bylaw #: 1244, 2025
Date: _____



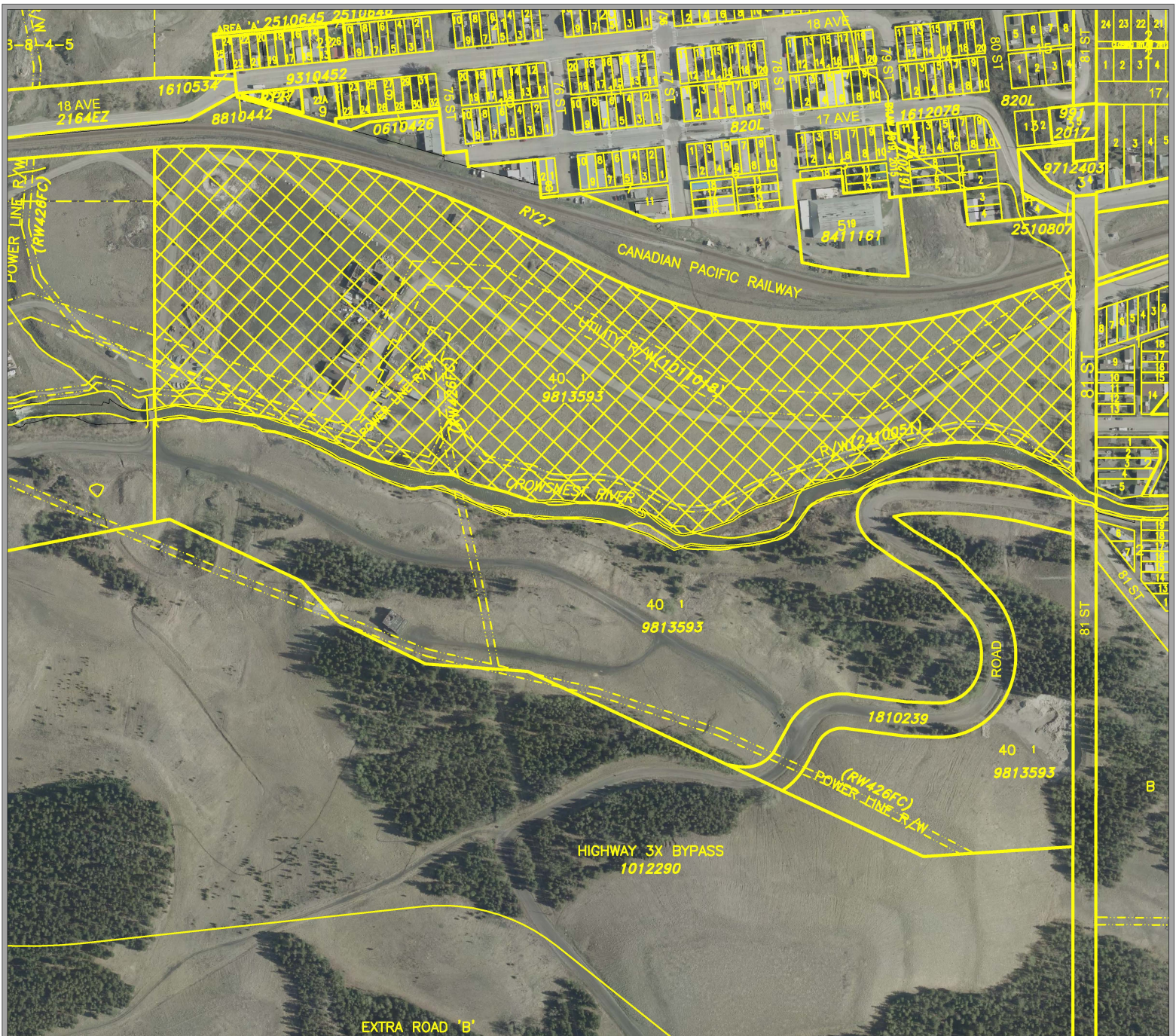
OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 100 200 300 400



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"



Aerial Photo Date: 2021

LAND USE DISTRICT REDESIGNATION SCHEDULE 'B'



FROM: NON-URBAN AREA – NUA-1
TO: REDUCED IMPACT HOUSING - RIH

PORTION OF LOT 1, BLOCK 40, PLAN 9813593
WITHIN SE 1/4 SEC 8, TWP 8, RGE 4, W 5 M
MUNICIPALITY: CROWNSNEST PASS (COLEMAN)
DATE: AUGUST 26, 2025

Bylaw #: 1244, 2025
Date: _____





Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 7.i

Subject: 2026 Annual Franchise Fees

Recommendation: That Council moves to maintain the current franchise fee rates for both ATCO Gas (25%) and Fortis Alberta (16%) for 2026.

Executive Summary:

The Municipality of Crowsnest Pass has two Franchise Agreements; one with ATCO Gas and the other with Fortis Alberta. The agreements provide the Municipality with the opportunity to review and change the franchise fee percentage rate annually in the fall. If Council maintains the current rate structure of 25% for ATCO Gas, the franchise fee revenue is projected to be \$562,874; and 16% for Fortis Alberta, the franchise fee revenue is projected to be \$867,187 for a total projected Franchise revenue of \$1,430,061.

Relevant Council Direction, Policy or Bylaws:

ATCO Gas and Pipelines Ltd Franchise Agreement was signed September 1, 2021 for a term of 10 years. Fortis Alberta Franchise Agreement was signed January 1, 2016 for a term of 10 years, with a signed and confirmed extension of 5 years to December 31, 2030.

Discussion:

The Municipality receives franchise fees from both ATCO Gas and Fortis Alberta. As part of the franchise fee agreements, Council can review the franchise fee percentage each fall and increase, decrease or maintain the current franchise fee rate. The franchise fees are collected from residents based on a percentage of the delivery tariff. The current franchise fee for ATCO is 25% (maximum allowed is 35%) while Fortis is currently at 16% (maximum allowed is 20%).

The franchise fee revenue is one source of income used to balance the annual operating budget. Any change (increase or decrease) would have an impact on the 2026 operating budget. Both companies are looking for direction from Council on whether the rate should remain the same as 2025 or be changed (increased or decreased). The process to change the rates includes advertising and must be completed before the end of October 2025.

ATCO Gas Franchise Fee

The historical franchise fee rates and revenue as well as the 2025 and 2026 forecasted revenue provided by ATCO is included in the table below. ATCO is forecasting a delivery tariff of \$2,251,496 (2025 forecast \$2,287,709) which would result in a franchise fee of \$562,874 (2025 \$571,927) a projected decrease in revenue of \$9,053. A one percent change to the rate is equal to \$22,515.

Year	Franchise Fee Percentage	Franchise Fee Revenue
2010	15%	206,932
2011	15%	211,864
2012	20%	247,511
2013	25%	355,484
2014	25%	400,569
2015	25%	408,032
2016	25%	446,886
2017	25%	482,579
2018	25%	432,864
2019	25%	462,979
2020	25%	449,391
2021	25%	475,875
2022	25%	596,952
2023	25%	523,916
2024	25%	550,103
2025 Forecast	25%	571,927
2026 Forecast	25%	562,874

Note: 2025 ATCO Gas franchise fees received (Q1 to Q2) is \$319,304 with an average for Q3 & Q4 over the last 3 years being \$235,555, this would result in a projected total revenue of \$554,859 well short of ATCO's forecasted amount of \$571,927.

Fortis Alberta Franchise Fee

The historical as well as the 2025 projected (based on the first 6 months of revenue received) and the 2026 forecasted revenue provided by Fortis is provided in the table below. Fortis is forecasting a delivery tariff of \$5,419,921 for 2026, an increase in franchise revenue of \$19,439 over the 2025 projected income. A one percent change to the rate is equal to \$54,200.

Year	Franchise Fee Percentage	Franchise Fee Revenue
2016	16%	437,280
2017	16%	590,067
2018	16%	602,964
2019	16%	641,864
2020	16%	654,517

2021	16%	695,112
2022	16%	756,754
2023	16%	747,731
2024	16%	840,501
2025 Projection	16%	847,748
2026 Forecast	16%	867,187

Without changing the Franchise Fee percentage, the increase projected revenue generated will be \$10,386 being a decrease in ATCO Gas of \$9,053 (2026 Forecast \$562,874 - 2025 Projected \$571,927) and an increase in Fortis of \$19,439 (2026 Forecast \$867,187 - 2025 Projected \$847,748).

Analysis of Alternatives:

ATCO Gas

- Maintain the Current Franchise fee rate of 25% will generate projected revenue of \$562,874 an estimated decrease of \$9,053 lower than the 2025 forecasted revenue.
- Council could increase or decrease the rate from any of the options listed below:

Rate	Franchise Revenue	Change Versus 2025 Projection
Increase		
26%	585,874	13,461
27%	607,903	35,976
28%	630,419	58,491
29%	652,933	81,006
30%	675,448	103,521
Decrease		
24%	540,359	(31,567)
23%	517,844	(54,082)

Note: With ATCO Gas reducing the 2026 forecasted delivery tariff revenue below the 2025 forecasted amount an increase of 1% would be needed to maintain the forecasted 2025 revenue amount. Based on the first six months of franchise fee revenue received in 2025, ATCO's original forecast will likely be \$17,000 higher than actual.

Fortis

- Maintain the current franchise fee rate of 16% will generate projected revenue of \$867,187 an estimated increase of \$19,439 more than the 2025 projection.
- Council could increase or decrease the franchise fee rate from any of the options listed below:

Rate	Franchise Revenue	Change Versus 2023 Projection
Increase		
17%	921,387	73,639

18%	975,586	127,838
19%	1,029,785	182,037
20%	1,083,984	236,236
Decrease		
15%	812,988	(34,760)

Note: A decrease of 1% in Fortis Franchise fee rate will produce less revenue than the 2025 projected revenue.

Financial Impacts:

The financial impact to the 2026 budget will be dependent on the decision made by Council.

Attachments:

[ATCO - AUC Franchise Agreements.pdf](#)

[Fortis - Franchise Fees & Caps \(July 2025\).pdf](#)

ATCO Gas and Pipelines Ltd.
 Fifth Floor, 10035 105 St.
 Edmonton, Alta. T5J 2V6

Attention: Michelle Marti
 Business Analyst

**ATCO Gas and Pipelines Ltd.
 Franchise Agreement Reapprovals
 Proceeding 29709**

1. On December 12, 2024, ATCO Gas and Pipelines Ltd. applied to the Alberta Utilities Commission for reapproval of natural gas franchise agreements with 53 municipalities, effective January 15, 2025, as set out in Table 1. These franchise agreements are required to be reapproved by the Commission in accordance with amendments to the *Municipal Government Act* and *Gas Utilities Act* that came into force earlier in 2024.¹ The Commission set out the process for these franchise agreement applications in Bulletin 2024-12,² and subsequently announced amendments to Rule 029: *Municipal Franchise Agreements* intended to facilitate these approvals.³

2. Notice of the proposed franchise agreement reapprovals was advertised in each of the 53 municipalities. The details are summarized in Table 1. No objections or concerns related to the proposed franchise agreements were received.

Table 1. Municipal franchise agreements reapprovals requested

Municipality	Notice method	Notice date	Franchise fee percentage	Disposition number of most recent franchise agreement approval	Disposition number acknowledging current franchise fee	Term length (years)
Village of Acme	Newspaper - The Capital	October 9, 2024	20.00	28536-D01-2023	28536-D01-2023	20
Village of Barnwell	Newspaper - Taber Times	September 4, 2024	13.00	27563-D01-2022	27563-D01-2022	10
Village of Barons	Direct mailout	September 26, 2024	14.97	26310-D01-2021	26310-D01-2021	10
Town of Bassano	Newspaper - Brooks Bulletin	October 2, 2024	25.00	21763-D01-2016	21763-D01-2016	10
Village of Beiseker	Newspaper - Rocky View Weekly	August 27, 2024	16.00	24998-D01-2019	24998-D01-2019	10

¹ On June 20, 2024, sections 2(1) and (8), 3, and 5 of *The Utilities Affordability Statutes Amendment Act, 2024* (formerly Bill 19), were proclaimed. This legislation mandates that the Commission must approve every natural gas franchise agreement within 270 days of the bill coming into force.

² Bulletin 2024-12: Process for franchise agreement and franchise fee approvals under new legislation.

³ The Commission announced an amended Rule 029 in Bulletin 2024-18.

Municipality	Notice method	Notice date	Franchise fee percentage	Disposition number of most recent franchise agreement approval	Disposition number acknowledging current franchise fee	Term length (years)
Village of Big Valley	Newspaper - The ECA Review	October 31, 2024	12.00	21230-D01-2016	21230-D01-2016	10
Town of Bow Island	Newspaper - The 40 Mile County Commentator	October 15, 2024	17.00	20562-D01-2015	28695-D01-2023	10
Town of Bowden	Newspaper - The Albertan	September 3, 2024	22.00	22481-D01-2017	22481-D01-2017	10
Hamlet of Burdett, County 40 Mile No. 8	Newspaper - The 40 Mile County Commentator	October 8, 2024	15.00	25267-D01-2020	25267-D01-2020	10
Town of Canmore	Newspaper - Rocky Mountain Outlook	August 29, 2024	35.00	21163-D01-2015	28688-D01-2023	20
Village of Carbon	Direct Mailout - inserted with utility bills	November 1, 2024	16.00	26301-D01-2021	27037-D01-2021	10
Town of Cardston	Newspaper - Temple City STAR	November 7, 2024	20.00	22616-D01-2017	27951-D01-2023	10
Town of Carstairs	Newspaper - The Albertan	September 3, 2024	25.00	22617-D01-2017	22617-D01-2017	10
Town of Coaldale	Newspaper - Sunny South News	September 10, 2024	20.00	26548-D01-2021	28891-D01-2024	10
Town of Coalhurst	Newspaper - Sunny South News	October 1, 2024	12.45	26025-D01-2020	28696-D01-2023	20
Town of Cochrane	Newspaper - Cochrane Eagle	September 26, 2024	20.00	20965-D01-2015	20965-D01-2015	10
Village of Coutts	Direct mailout	September 27, 2024	20.00	23845-D01-2018	23845-D01-2018	10
Village of Cowley	Newspaper - Shootin' the Breeze	September 4, 2024	13.79	28772-D01-2024	28772-D01-2024	20
Village of Cremona	Newspaper - The Albertan	October 22, 2024	23.00	20625-D01-2015	27857-D01-2022	10
Town of Crossfield	Newspaper - Rocky View Weekly	August 27, 2024	20.00	25941-D01-2020	28688-D01-2023	10
Municipality of Crowsnest Pass	Newspaper - Crowsnest Pass Herald	November 6, 2024	25.00	26676-D01-2021	26676-D01-2021	10
Village of Delburne	Newspaper - ECA Review	August 29, 2024	21.60	22374-D01-2017	22374-D01-2017	10

Municipality	Notice method	Notice date	Franchise fee percentage	Disposition number of most recent franchise agreement approval	Disposition number acknowledging current franchise fee	Term length (years)
Town of Diamond Valley	Newspaper - Western Wheel	August 28, 2024	15.00	27748-D01-2022	27748-D01-2022	10
Town of Didsbury	Newspaper - The Albertan	September 10, 2024	25.00	22451-D01-2017	22451-D01-2017	10
Village of Duchess	Newspaper - Brooks Bulletin	October 9, 2024	15.00	26549-D01-2021	26549-D01-2021	10
Village of Elnora	Newspaper - ECA Review	October 17, 2024	16.00	21310-D01-2016	21310-D01-2016	10
Village of Foremost	Newspaper - 40 Mile County Commentator	October 8, 2024	21.00	21058-D01-2015	21058-D01-2015	10
Town of Fort Macleod	Newspaper - Macleod Gazette	September 4, 2024	12.50	27550-D01-2022	27550-D01-2022	15
Hamlet of Gasoline Alley, Red Deer County	Newspaper - Red Deer County News	October 1, 2024	19.50	25268-D01-2020	25268-D01-2020	10
Hamlet of Granum, M.D. Willow Creek	Newspaper - Macleod Gazette	September 4, 2024	0.00	28952-D01-2024	28952-D01-2024	10
Village of Hussar	Direct mailout, Facebook, notice board	October 30, 2024	27.50	27089-D01-2022	27089-D01-2022	10
Town of Innisfail	Newspaper - The Albertan	September 10, 2024	27.00	28047-D01-2023	28047-D01-2023	10
Town of Irricana	Newspaper - Rocky View Weekly	October 15, 2024	14.18	27251-D01-2022	27857-D01-2022	10
City of Lethbridge	Newspaper - Lethbridge Herald	October 16, 2024	27.00	28205-D01-2023	28205-D01-2023	10
Village of Linden	Newspaper - The Capital	November 6, 2024	15.23	22234-D01-2016	22234-D01-2016	10
Village of Longview	Website, social media & office notice board	October 4, 2024	20.00	26939-D01-2021	26939-D01-2021	10
Town of Magrath	Newspaper - Westwind Weekly	September 19, 2024	15.00	27956-D01-2023	27956-D01-2023	10
Town of Milk River	Newspaper - Lethbridge Herald	October 8, 2024	30.00	20805-D01-2015	20805-D01-2015	10
Town of Okotoks	Newspaper - Western Wheel	September 11, 2024	35.00	24023-D01-2018	28697-D01-2023	10
Town of Olds	Newspaper - The Albertan	September 3, 2024	30.00	22640-D01-2017	22640-D01-2017	10

Municipality	Notice method	Notice date	Franchise fee percentage	Disposition number of most recent franchise agreement approval	Disposition number acknowledging current franchise fee	Term length (years)
Town of Penhold	Newspaper - Penhold Reporter	November 1, 2024	25.00	23729-D01-2018	23729-D01-2018	10
Town of Picture Butte	Website, social media & office notice board	September 19, 2024	18.00	21816-D01-2016	21816-D01-2016	10
Town of Raymond	Newspaper - Westwind Weekly	November 21, 2024	15.00	25882-D01-2020	25882-D01-2020	10
Village of Rockyford	Website, social media & office notice board	October 24, 2024	30.00	21227-D01-2016	21227-D01-2016	10
Village of Rosemary	Website, social media & office notice board	November 6, 2024	17.00	21377-D01-2016	27870-D01-2022	10
Hamlet of Springbrook, Red Deer County	Newspaper - Red Deer County News	October 1, 2024	10.50	28058-D01-2023	28058-D01-2023	10
Village of Standard	Newspaper - Strathmore Times	October 23, 2024	4.00	26880-D01-2021	27857-D01-2022	10
Town of Stavely	Website, social media & office notice board	November 20, 2024	11.00	26473-D01-2021	26473-D01-2021	12
Village of Stirling	Newspaper - Westwind Weekly	October 3, 2024	12.00	26857-D01-2021	26857-D01-2021	10
Town of Strathmore	Newspaper - Strathmore Times	October 16, 2024	35.00	26531-D01-2021	26531-D01-2021	15
Town of Trochu	Newspaper - The Capital	October 23, 2024	20.00	20931-D01-2015	20931-D01-2015	10
Town of Vauxhall	Newspaper - Vauxhall Advance	September 5, 2024	12.00	25012-D01-2019	28688-D01-2023	10
Town of Vulcan	Website, social media & office notice board	October 8, 2004	35.00	26550-D01-2021	26550-D01-2021	10

3. The Commission is satisfied that the notice requirements of Rule 029 have been met.

MUNICIPAL FRANCHISE FEE RIDERS

Availability: Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment:

A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	4%	2024/04/01
02-0011	Athabasca	20%	2024/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	18%	2025/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	16%	2024/01/01
02-0387	Banff	8%	2025/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	6%	2025/01/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	15%	2025/01/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	14%	2023/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	9%	2025/01/01	02-0065	Claresholm	7%	2025/01/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	11%	2023/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	18%	2024/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	20%	2025/04/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalthurst	7.5%	2023/01/01
03-0029	Bittern Lake	8%	2025/01/01	02-0070	Cochrane	17%	2020/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0076	Coutts	3%	2017/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0077	Cowley	5%	2016/01/01
02-0039	Bow Island	17%	2024/01/01	03-0078	Cremona	10%	2016/01/01
				02-0079	Crossfield	17%	2023/01/01

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	02-0188	Killam	10%	2024/01/01
04-0080	Crystal Springs	0%	2016/01/01	01-0194	Lacombe	17.63%	2024/01/01
03-0081	Czar	5%	2013/10/01	04-0196	Lakeview	2%	2016/01/01
02-0082	Daysland	10%	2024/01/01	02-0197	Lamont	7.50%	2020/01/01
02-0086	Devon	18.50%	2025/01/01	04-0378	Larkspur	3%	2020/04/01
02-7662	Diamond Valley	10%	2023/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	20%	2024/01/01
02-0091	Drayton Valley	13.40%	2025/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	8%	2025/01/01
03-0096	Edberg	13%	2021/01/01	02-0211	Magrath	15%	2023/01/01
03-0097	Edgerton	15%	2022/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.70%	2024/01/01	02-0215	Mayerthorpe	14.75%	2025/01/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	18%	2024/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	5%	2022/04/01	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	0%	2024/02/01	02-0236	Nobleford	5%	2023/01/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	9.50%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0239	Olds	20%	2025/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	10.50%	2024/01/01
03-0149	Hill Spring	5%	2014/01/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	11.73%	2022/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	11%	2022/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	20%	2024/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	18%	2025/04/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	8%	2023/05/01	02-0261	Raymond	16%	2022/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	10%	2023/04/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	20%	2022/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	16.80%	2025/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	7%	2024/01/01

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0272	Rosemary	15.50%	2023/01/01	02-0310	Sylvan Lake	18%	2023/01/01
04-0273	Ross Haven	0%	2016/01/01	02-0311	Taber	18%	2020/07/01
03-0276	Ryley	3%	2016/01/01	02-0315	Thorsby	20%	2014/01/01
04-0279	Seba Beach	4%	2014/01/01	02-0318	Tofield	5%	2015/01/01
02-0280	Sedgewick	12%	2025/01/01	04-0324	Val Quentin	0%	2016/01/01
04-0283	Silver Sands	3%	2018/01/01	02-0326	Vauxhall	8%	2022/01/01
04-0369	South Baptiste	0%	2005/05/01	02-0331	Viking	8%	2013/01/01
04-0288	South View	3%	2019/01/01	02-0333	Vulcan	20%	2013/10/01
03-0099	Spring Lake, V.	0%	2025/04/01	03-0364	Wabamun	10%	2017/01/01
01-0291	Spruce Grove	20%	2016/01/01	02-0335	Wainwright	12%	2024/01/01
01-0292	St. Albert	15%	2023/01/01	07-0159	Waterton Park	8%	2018/10/01
03-0295	Standard	4%	2024/04/01	03-0338	Warburg	10%	2015/01/01
02-0297	Stavely	6%	2021/01/01	03-0339	Warner	7%	2024/01/01
03-0300	Stirling	12%	2019/01/01	04-0344	West Cove	3%	2025/01/01
02-0301	Stony Plain	20%	2013/01/01	02-0345	Westlock	16.25%	2024/01/01
09-0302	Strathcona County	0%	TBD	01-0347	Wetaskiwin	18%	2024/01/01
02-0303	Strathmore	20%	2020/07/01	04-0371	Whispering Hills	5%	2016/10/01
03-0304	Strome	9%	2022/01/01	02-0350	Whitecourt	5.34%	2025/01/01
02-0307	Sundre	12%	2024/01/01	04-0354	Yellowstone	13%	2025/01/01
04-0386	Sunrise Beach	0%	2018/01/01				
04-0308	Sunset Point	10%	2017/01/01				



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 9, 2025

Agenda #: 10.a

Subject: Tree Removal - Councillor Sygutek

Recommendation: That Council have a discussion about the 3 trees located on the corner of 13302 16 Ave in Blairmore.

Executive Summary:

Councillor Sygutek received communication about the trees located on the corner of 13302 16 Ave in Blairmore after discussing the matter with Administration.

Relevant Council Direction, Policy or Bylaws:

Councillor Sygutek requested the item be brought up at the September 9th Council meeting.

Discussion:

A synopsis on this specific location in Blairmore 13302 16 Ave. Staff responded to a sewer back up on the property. After inspection it was determined the landowner had extensive roots in their sanitary service line and a third party contractor would need to be hired to address this, RotoRooter has been contacted. Discussion was had with the landowner to explain that the majority of the issue and reason for the back up was the roots. They were reasonable and understood this needed to be addressed, but did segway into asking for "our" (municipal) trees to be removed for years. Nothing has ever been documented for this location and from an internal staff inquiry no one knew. A tree on the corner was felled at some point as the stump is still there.

Normally we will split the bill for work near property line as the connection within the municipal road allowance is typically the root infiltration area. The bylaws speak to this and there are instances where landowners have debated that the vegetation is on municipal property and should be all our responsibility, which has been denied as we did not plant anything.

If a policy decision is made that the Municipality is now responsible for all residential trees that have been planted onto Municipal road allowance, this will be a sizeable time and cost commitment. The majority of trees within residential areas are not necessarily native to the area and were planted at some point by the resident. If moving ahead with this, where do we start and will this inherently be a municipal issue that is manageable. A number of scenarios exist, do we have an annual cost sharing program for removal, first come first served? Do we fund extra for all vegetation only within municipal property adjacent to roadways, worst first evaluated by staff, there has been continual sight line concerns? At which point does any sanitary line service become the sole responsibility of that landowner, pipe needs to be replaced they are 100% on the line (City of Winnipeg put this in place for all businesses which included rental properties).

Analysis of Alternatives:

n/a

Financial Impacts:

Unknown

Attachments:

[13302 - 16 Ave Blairmore Tree Removal.jpg](#)

