



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, September 12, 2023 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 26, 2023
- 3.b Chinook Arch Regional Library System - Board Report of August 3rd, 2023
- 3.c Alberta SouthWest Board Minutes of August 2, 2023 and September Bulletin

4. ADOPTION OF MINUTES

- 4.a Minutes of the Council Meeting of August 22, 2023

5. PUBLIC HEARINGS

- 5.a Bylaw 1157, 2023 - LUB Amendment to add "Subdivision or Development Marketing" sign as a permitted use in the Comprehensive Mixed-Used CM-1 district, and to make several consequential amendments to the land use bylaw - *Public Hearing*

6. DELEGATIONS

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

- 6.a Montem Resources Alberta Operations Ltd. - Tent Mountain Pumped Hydro Energy Storage Project Update - Peter Doyle, President
- 6.b Heritage Crowsnest Update - Chris Matthews, CEO

7. REQUESTS FOR DECISION

- 7.a Bylaw 1118, 2022 Road Closure - *Second and Third Reading*
- 7.b Bylaw 1157, 2023 - LUB Amendment to add "Subdivision or Development Marketing" sign as a permitted use in the Comprehensive Mixed-Used CM-1 district, and to make several consequential amendments to the land use bylaw - *Second and Third Readings*

- 7.c Bylaw 1158, 2023 - Land Use Bylaw Amendment to rezone Lot 1 (in two parts), Block 1, Plan 2211390 from Non-Urban Area (NUA-1) to Residential (R-1) - *First Reading*
- 7.d Policy 1712-01 - Targeted Multi-Family Development Incentive Policy

8. COUNCIL MEMBER REPORTS

9. PUBLIC INPUT PERIOD

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

10. COUNCILOR INQUIRIES AND NOTICE OF MOTION

11. IN CAMERA

11.a Economic Interests of the Public Body - York Creek Lodge - *FOIP Act Section 25*

11.b Economic Interests of the Public Body - Integra Tire - *FOIP Act Section 25*

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 3.a

Subject: Minutes of the Municipal Planning Commission of July 26, 2023

Recommendation: That Council accept the Minutes of the Municipal Planning Commission of July 26, 2023 as information.

Executive Summary:

Minutes of internal boards and committees are provided to Council for their information at the subsequent Council meeting.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

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

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2023 07 26_Municipal Planning Commission Minutes.pdf](#)



Municipality of Crowsnest Pass
AGENDA
MPC Meeting
Municipal Planning Commission
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Wednesday, July 26, 2023, at 2:00 PM

- PRESENT:** Gaston Aubin, Vice Chair (Acting Chair)
Dave Filipuzzi, Member
Sam Silverstone, Member
Joanne Tulk, Member
Dean Ward, Member
- ADMINISTRATIVE:** Katherine Mertz, Development Officer
Johan Van Der Bank, Manager of Development & Trades
Ryan Dyck, ORRSC
Maxwell Kelly, Planner ORRSC
Sasha Lassey, Recording Secretary
- ABSENT:** Justin Ames, Chair (apology)
Don Montalbetti, Member (apology)
-

1. CALL TO ORDER

As Chair Justin Ames is not present, Gaston Aubin will be acting chair for the meeting. Gaston Aubin called the meeting to order at 2:06 pm

The committee welcomed new member, Joanne Tulk who introduced herself.

2. ADOPT AGENDA

MOTION by Dean Ward to accept the agenda as presented.

CARRIED

3. CONSENT AGENDA

4. **ADOPTION OF MINUTES**

MOTION by Dave Filipuzzi to adopt the minutes of June 28, 2023, as presented.

CARRIED

5. **SUBDIVISION APPLICATIONS**

5.1 **Subdivision 2023-0-079 Lots 12 & 13, Block 18, Plan 3387AE**

MOTION by Dean Ward to approve the presented resolution for Subdivision Application 2023-0-079 with an amendment to Condition 4 as follows:

4. That future residential development be restricted to at-grade, basementless structures until such time that Phase 2 environmental assessment monitoring occurs which verifies the absence of contaminants in accordance with Schedule 20 of the Land Use Bylaw. A restrictive covenant shall be entered into pursuant to Section 651.1 of the Municipal Government Act to this effect.

CARRIED

6. **DEVELOPMENT PERMIT APPLICATIONS**

6.1 **DP2023-110 - 2610 21 Avenue, Coleman (Lot 2 Block 2 Plan 8410844)**

MOTION by Dave Filipuzzi to:

Approve DP2023-110, for an "Accessory Building over 13.9m² in area" (57.85m² detached garage) (discretionary use) and Three (3) Existing "Accessory Buildings with no permanent foundation and not over 13.9m² in area" (permitted use), with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.2 **DP2023-118 - 2701 222 Street, Bellevue (Lot 14 Block 13 Plan 2210566)**

MOTION by Joanne Tulk to:

Approve DP2023-118, for an "Accessory Structure" (Fence) (permitted use) with an 82% variance from 1.0 metre to 1.82 metres to the height of the fence in the front yard and in the corner lot sight triangle, with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.3 DP2023-128 - 12801 21 Avenue (Lot 2 Block 21 Plan 8147JK)

MOTION by Dean Ward to:

Approve DP2023-128, for an "Accessory Building over 72.83m² in area" (89.14m² detached garage) (discretionary use) with a 7% variance to the height of the building and an 11.5% variance to the allowable site coverage of Accessory Buildings, with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

7. BYLAW AMENDMENTS

- 7.1 Bylaw No 1154, 2023** LUB Amendment to add "Fitness Centre" to the Industrial (I-1) land use district as a discretionary use.

MOTION by Dean Ward to accept Bylaw 1154, 2023 as information.

CARRIED

8. APPEALS

8.1 DP2023-TH013 – 251 Southmore Place (Lot 6 Block 1 Plan 0812254)

Katherine Mertz reviewed an upcoming appeal scheduled for August 3, 2023, at 7:00 pm for a refused development permit for the operation of two "Tourist Homes" on either side of the existing "Duplex" (Discretionary use) in Southmore.

9. ROUND TABLE DISCUSSION

9.1 ORRSC Temporary Uses

Ryan Dyck provided a brief overview of ORRSC's quarterly periodical that that will be included in future Municipal Planning Commission Agenda Packages for the committee to review. The periodical covers a range of emerging development issues and discussions to consider.

The current edition investigates uses of a non-permanent nature, temporary approvals, and the associated municipal decision-making framework.

10. NEXT MEETING

10.1 Next Meeting August 23, 2023

11. IN CAMERA

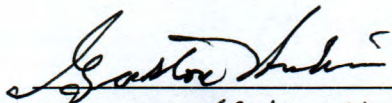
12. ADJOURN

MOTION by Dave Filipuzzi to adjourn the meeting at 2:37 pm.

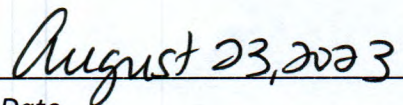
CARRIED

13. APPROVAL OF MINUTES

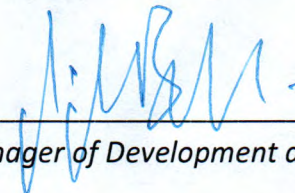
Approved By:



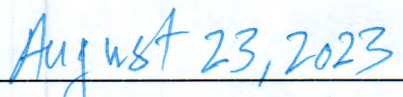
Chairperson (Acting Chair)



Date



Manager of Development and Trades



Date



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 3.b

Subject: Chinook Arch Regional Library System - Board Report of August 3rd, 2023

Recommendation: That Council accept the Chinook Arch Regional Library System Board Report of August 3rd, 2023 as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Chinook Arch Regional Library System Board provides their board reports to all member municipalities for their consideration.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Board Report - August 3, 2023.pdf](#)

BOARD REPORT



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

Chinook Arch Library Board Meeting - August 3, 2023

Summer Reading Program 2023!

The Chinook Arch Summer Reading Program is in full swing! SRP Coordinators Amy Kim and Tori Norlin have made nearly 40 visits to libraries to deliver their program. So far, 435 kids have attended. Thanks to Amy and Tori for a wonderful summer!



Resource Sharing Agreement

Chinook Arch has a long-standing agreement with the City of Lethbridge Library Board that acknowledges the Lethbridge Public Library's contribution to the System through its collections, expertise, and resources. The agreement is reviewed by both parties every two years. No changes to the agreement are recommended by the Chinook Arch Library Board at this time.

Board Members Present

Arrowwood	Corry Walk
Barons	Ron Gorzitza
Cardston	Marsha Jensen
Coutts	Stephen A. Pain
Crowsnest Pass	Doreen Glavin
Fort Macleod	Jim Monteith
Hill Spring	Suzanne French
Lethbridge (County)	Tory Campbell
Lomond	Marie Logan
Magrath	Darryl Christensen
Milk River	Anne Michaelis
Nanton	Amanda Bustard
Pincher Creek	Mark Barber
Pincher Creek M.D.	Dave Cox
Stavely	Chelsey Hurt
Taber M.D.	Tamara Miyanaga
Vauxhall	Marilyn Forchuk
Vulcan County	Doug Logan
Ministerial Appointment	Vic Mensch (Chair)

Regrets

Claresholm	Kelsey Hipkin
Coaldale	Jordan Sailer
Picture Butte	Teresa Feist
Raymond	Kelly Jensen
Stirling	Gary Bikman
Taber	Monica McLean
Vulcan	Debra Wyatt
Willow Creek M.D.	Maryanne Sandberg
LPL Resource Centre	Brendan Cummins

Absent

Barnwell	Jane Johnson
Cardston County	Tom Nish
Carmangay	Sarah Mitchell
Champion	Terry Penney
Coalhurst	Lyndsay Montina
Glenwood	Linda Allred
Lethbridge (City)	Robin Harper
Milo	Christopher Northcott
Nobleford	Melissa Jensen
Warner	Derek Baron
Warner County	Morgan Rockenbach
ID of Waterton	Lesley Little

Thank You and Farewell to Lisa Weekes

Chinook Arch Associate Director Lisa Weekes has accepted a position at the UBC Okanagan Library. The Board would like to formally thank Lisa for her significant contributions to Chinook Arch. During her 5 years with the organization, she masterminded several successful programs, including the Digital Literacy Exchange Program (DLEP), the Seniors and Intergenerational Program, and many others. She also fundraised nearly \$1 million dollars to support these multi-year programs. Chinook Arch Board and staff wish Lisa well in her future endeavours.



Policies Reviewed

The board reviewed and approved the following policies:

- Workplace Violence and Harassment
- Board Meetings
- Bylaws

Contact Us

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


facebook.com/
chinook.arch7


@chinooklibs


@chinooklibs



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 3.c

Subject: Alberta SouthWest Board Minutes of August 2, 2023 and September Bulletin

Recommendation: That Council accept the Alberta SouthWest Board Minutes of August 2, 2023 and September Bulletin as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Alberta SouthWest provides their Board of Directors Meeting minutes and monthly bulletins to all member municipalities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2023 AlbertaSW Board Minutes 08-02 approved plus Exec Dir Report.pdf](#)

Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
Wednesday, August 2, 2023 – Municipal Offices, MD Ranchland



Board Representatives

Brent Feyter, Fort Macleod
Sahra Nodge, Pincher Creek
Barbara Burnett, Cowley
Cam Francis, Cardston County
Blair Painter, Crowsnest Pass
Kevin Todd, Nanton
John Van Driesten, MD Willow Creek
Ron Davis, MD Ranchland
Doral Lybbert, Glenwood

Resource Staff and Guests

Robert Strauss, MD Ranchland
Nikki Funk, MD Ranchland
Scott Barton, ID Waterton
Tony Walker, CFABSW
Julie Webb, CFABSW
Linda Erickson, PrairiesCan
Bev Thornton, AlbertaSW

- | | | |
|----|--|---|
| 1 | Call to Order/ | Chair Brent Feyter called the meeting to order. |
| 2 | Approval of Agenda | Moved by John Van Driesten THAT the agenda be approved as presented.
Carried. [2023-08-854] |
| 3 | Approval of Minutes | Moved by Cam Francis THAT the Minutes of May 3, 2023, be approved as presented.
Carried. [2023-08-855] |
| 4 | Approval of Cheque Register | Moved by Blair Painter THAT cheques #3212 to #3251 be approved as presented.
Carried. [2023-08-850] |
| 5 | Executive Meeting Notes | Moved by Blair Painter THAT the Executive Meeting Notes of July 13, 2023 be accepted as information.
Carried. [2023-08-851] |
| 6 | Request from SouthGrow: Economic Summit 2024 | Moved by Cam Francis THAT the Board approve a \$1,000 partnership contribution to the Economic Summit planned for late March 2024. AlbertaSW will also participate in the planning.
Carried. [2023-08-852] |
| 7 | Destination Canada Pilot Project | Destination Canada is launching 3 tourism corridor pilot projects. The “Sustainable Journey from Prairies to Pacific” will focus on the Highway 3 corridor. Travel Alberta will be providing more details in September. |
| 8 | Meetings with provincial officials | A letter to Minister Matt Jones has been drafted to request a meeting with the REDA Chairs to discuss proposal for a multi-year, ongoing agreement with the department of Jobs, Economy, and Trade (JET). |
| 9 | Website tools and updates | Localintel data tool is available to region and communities.
Connect4Commerce tool still to be fully deployed. |
| 10 | Executive Director Report | Moved by Cam Francis THAT the report be received as information.
Carried. [2023-08-853] |
| 11 | Round Table | Received as information. |
| 12 | Upcoming Board Meetings | ➤ September 6, 2023-Nanton
➤ October 4, 2023
➤ November 1, 2023- |
| 13 | Adjourn | Moved by Kevin Todd THAT the meeting be adjourned.
Carried. [2023-08-854] |

Approved September 6, 2023

Executive Director Report August 2023

MEETINGS and PRESENTATIONS

Aug 1: sit in on Blackfoot Signage project meeting with SouthGrow and Community Futures Lethbridge Region

Aug 2: AlbertaSW Board meeting, MD Ranchland

Aug 8: Sustainable Ag grant working group, U of L

Aug 9: MOU signing ceremony, US National Parks and Parks Canada, Waterton (news article below)

Aug 9: Meetings with Laura Hodge, Geotourism Council Coordinator and other stakeholders, Waterton

Aug 10: Meeting with Yvonne, Travel Alberta, Zoom

Aug 10: AEDO Accreditation Committee meeting (regrets)

Aug 10: Memorial Service for Barney Reeves, Waterton

Aug 13-19: travel to St. John's NL

Aug 23: Meeting with William Wang, Director Alberta-China Offices, Alberta Intergovernmental Affairs

Aug 23: Meeting with delegation from Red Deer (college, chamber, city) at Tecconnect, Lethbridge

Aug 24: AEDO Accreditation Committee Meeting, Zoom

Aug 24: Food Journey VIP event, Exhibition Centre, Lethbridge

Aug 28: Planning meeting with SouthGrow, Lethbridge

Aug 28: Planning meeting with InnoVisions, Zoom

Aug 29: Planning meeting with Manuelle, Green Destinations, Zoom

Aug 29: meeting with Evan Wilson, Sr Director CanREA, SouthGrow, EDL and Lethbridge County, Lethbridge

Aug 30: RINSA planning meeting (regrets)

PROJECT MANAGEMENT and REPORTING

- Board Agenda, Minutes, Bulletin
- Submit documents for renewal of Directors and Officers Insurance Policy
- AND Villages Ltd.: next steps for communication and presentations
- Itinerary planning for Green Destinations Audit
- Commitment to partnering/planning upcoming Economic Development Summit, end of March 2024
- Contribute to drafting documents for REDA Chairs meeting with the Minister (possibly end of September)
- Request for documentation from Alberta Infrastructure re: terms of new rental agreement for office

INVESTMENT ATTRACTION and REGIONAL PROMOTION

- Joint project with SouthGrow (CanExport Grant) to create community investment profile for all 41 communities.
- Respond to investor inquiries/referrals received on website, from Alberta Ag and Invest Alberta
- Receive new supply of *National Geographic* maps
- Provide Peaks to Prairies quarterly report to Travel Alberta

Alberta SouthWest Bulletin September 2023

Regional Economic Development Alliance (REDA) Update

❖ Meeting with Alberta Jobs, Economy, and Trade (JET)

AlbertaSW and SouthGrow Chairs and Executive Directors met with the new Minister and Chief of staff for JET. REDA Chairs from across the province are scheduled to meet with the Minister in late September, prior to the Alberta Municipalities convention; the purpose is to discuss strategies and priorities to strengthen collaboration and support investment attraction.



[L-R] Jim Willett, SouthGrow Chair; Jerry Bellika, Chief of Staff; The Hon. Matt Jones, Minister of Jobs, Economy, and Trade; Brent Feyter, AlbertaSW Chair; The Hon. Nathan Neudorf, Minister of Affordability and Utilities and Vice Chair of Treasury Board



❖ Manufacturing, Energy, Construction, Ag Processing

Beginning in October, the MECAP project will bring together industry influencers and innovators to participate in “think tank” sessions to identify trends, labour market needs, supply chain issues and opportunities. Contact bev@albertasouthwest.com for more details!

❖ Raising the Roof: Southern Alberta Regional Solution for Housing Supply (RS4HS)

Since beginning the conversation with AND Villages Ltd. in early February, ongoing meetings with CAOs and planners have further defined and refined a proposal for a 2-phase approach for proof of concept and implementation of a collaborative housing strategy. Presentations to agencies and all levels of government are gaining interest.

❖ “Sustainable Journey from Prairies to Pacific”-A Destination Canada Pilot Project

Based on outcomes of extensive consultations, southwest Alberta has been chosen by Destination Canada to be included in one of only 3 national tourism corridor pilot projects. Yvonne Chau, Travel Alberta Destination Development Manager, explained that “Prairies to Pacific” will be led jointly by Travel Alberta and Destination BC. Outcomes include stakeholder engagement, developing a corridor strategy, implementing the plan and identifying investment opportunities. Workshops and consultations begin late September.



❖ Global Top 100 Award: formal presentation!

Manuelle Prunier, Canadian representative for Green Destinations International, is in the region conducting an extensive audit, evaluating effectiveness in meeting 100 criteria related to United Nations sustainability standards. This award encourages best practices aimed at continuous improvement in valuing our landscapes, people, culture, and history. The award certificate was formally presented at the AlbertaSW Board meeting, reflecting the excellent work of industry, municipalities, organizations, and individuals.



Alberta SouthWest Regional Economic Development Alliance

Box 1041 Pincher Creek AB T0K 1W0
403-627-0244 (cell)
bev@albertasouthwest.com
www.albertasouthwest.com





Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 4.a

Subject: Minutes of the Council Meeting of August 22, 2023

Recommendation: That Council adopt the Minutes of the Council Meeting of August 22, 2023 as presented.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2023 08 22 Council Meeting Minutes.docx](#)

Municipality of Crowsnest Pass

Council Meeting Minutes

Tuesday, August 22, 2023

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, August 22, 2023.

Council Present:

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

Administration Present:

Patrick Thomas, Chief Administrative Officer
Kristin Ivey, Deputy Chief Administrative Officer
Brian McCulloch, Director of Finance
Trent Smith, Manager of Community Services
Bonnie Kawasaki, Recording Secretary

CALL TO ORDER

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

ADOPTION OF AGENDA

Additions:

In Camera

- e) Local Public Body Confidences – Community Meeting – FOIP Act Section 23 – Councillor Filipuzzi

Councillor Inquiries and Notice of Motion

- a) Regional District of East Kootenay/SW Alberta Elected Officials Meeting – Councillor Glavin

01-2023-08-22: Councillor Glavin moved to adopt the agenda as amended.

Carried

CONSENT AGENDA

02-2023-08-22: Councillor Ward moved that Council approve the following Consent Agenda items as presented without debate:

3.a

ORRSC Executive Committee Meeting Minutes of May 11, 2023

THAT Council accept the ORRSC Executive Committee Meeting Minutes of May 11, 2023 as information.

3.b

Cypress County - Invitation to attend the Ag Connections Conference on November 22, 2023

THAT Council accept the Cypress County - Invitation to attend the Ag Connections Conference on November 22, 2023 as information.

Carried

ADOPTION OF MINUTES

Minutes of the Council Meeting of August 15, 2023

03-2023-08-22: Councillor Kubik moved to adopt the Minutes of the Council Meeting of August 15, 2023 as presented.

Carried

PUBLIC HEARINGS

None

DELEGATIONS

South Canadian Rockies Tourism Association

Erin Fairhurst, Coordinator and Brandy Fehr, Advisor for the South Canadian Rockies Tourism Association were in attendance to provide Council with further information regarding the association as well as an update on projects and initiatives, and potential collaboration with the Municipality.

- Asked Council to consider appointing a Municipal advisor to the committee.

REQUESTS FOR DECISION

Service Areas Update

04-2023-08-22: Councillor Glavin moved that Council accept the Service Areas Update for information.

Carried

2023 Property Tax Public Auction Date and Reserve Bid

05-2023-08-22: Councillor Filipuzzi moved that Council approve the 2023 Tax Sale date of October 26, 2023 at 10:00 am at the Municipal Office and that Council set the reserve bid for the property to be offered for sale at the 2023 tax sale (Schedule A) along with the conditions of sale to be applied (Schedule B).

Carried

Roxy Theatre Rehabilitation Project

06-2023-08-22: Councillor Filipuzzi moved that JA Building Services is allowed to proceed with the necessary excavations and to rehabilitate all disturbed areas to match pre-disturbance conditions; and that Crowsnest Cando may utilize the lot at 1614 78 Street as a laydown area to complete the excavation repair project.

Carried

Review of 991, 2017 - Animal Control Bylaw

07-2023-08-22: Councillor Sygutek moved that Council accept the report on 991, 2017 Animal Control Bylaw as information.

Carried

Discussion Regarding Crown Lands Potential Acquisitions

08-2023-08-22: Councillor Kubik moved that Council direct Administration to determine which Crown lands are of interest to the Municipality for potential acquisition to be discussed with Minister Loewen at the next convention.

Carried

COUNCIL MEMBER REPORTS

- Councillor Ward
 - Attended the Teck Communities of Interest meeting
 - Mayor Wilkes provided updates on the wildfire situation
 - Rory O'Connor indicated that Teck is still considering separation of Coal division
 - Teck Office construction update
 - Review of Teck's recent financial contributions
 - Plans for Carbon emission reduction/carbon neutrality
 - Expecting an investment by BC Hydro in new power lines to the mines
 - Teck investment of \$2.4 million in wildlife fencing in BC and now working with Alberta counterparts for our area

PUBLIC INPUT PERIOD

- Melisa Atkinson
 - Pleased to see Council consider land acquisitions through Crown areas
 - Sits on Ag Services Board
 - Has concerns with the amount of weeds pulled in relation to length of spraying contracts awarded and effectiveness of spraying program
 - Thinks there will be pushback from UROC with respect to dogs on trails

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

Regional District of East Kootenay/SW Alberta Elected Officials Meeting – Councillor Glavin

09-2023-08-22: Councillor Glavin moved that Council direct Administration to offer to host the Regional District of East Kootenay/SW Alberta Elected Officials Meeting in the coming months.

Carried

IN CAMERA

10-2023-08-22: Councillor Sygutek moved that Council go In Camera for the purpose of discussion of the following confidential matters under the Freedom of Information and Protection of Privacy Act and to take a short recess at 3:41 pm:

- a) Personal Privacy - Board Member Resignation - FOIP Act Section 17
- b) Personal Privacy - Board Member Resignation - FOIP Act Section 17
- c) Local Public Body Confidences - Regional Appeal Boards - FOIP Act Section 23
- d) Economic Interests of the Public Body - Southmore Phase 2 Engineering - FOIP Act Section 25
- e) Local Public Body Confidences – Community Meeting – FOIP Act Section 23 – Councillor Filipuzzi

Carried

Reconvene

Mayor Painter convened the In Camera meeting at 3:50 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

11-2023-08-22: Councillor Sygutek moved that Council come out of In Camera at 4:39 pm.

Carried

12-2023-08-22: Councillor Sygutek moved that Council accept the resignation of Ritch Braun from the Parks and Recreation Advisory Committee and direct Administration to write a letter of thank you for his service to the committee.

Carried

13-2023-08-22: Councillor Filipuzzi moved that Council moves to transition to a regional Subdivision and Development Appeal Board.

Carried

14-2023-08-22: Councillor Girhiny moved that Council proceeds with completing preliminary engineering for the Southmore Phase 2 ASP with funding from the Land Sale Reserve.

Carried

ADJOURNMENT

15-2023-08-22: Councillor Filipuzzi moved to adjourn the meeting at 4:44 pm.

Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 5.a

Subject: Bylaw 1157, 2023 - LUB Amendment to add "Subdivision or Development Marketing" sign as a permitted use in the Comprehensive Mixed-Used CM-1 district, and to make several consequential amendments to the land use bylaw - Public Hearing

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

Executive Summary:

Bylaw 1157, 2023 was given first reading on August 15, 2023 and a public hearing was scheduled for September 12, 2023.

It is necessary to expand the existing "Subdivision Marketing Sign" in the Land Use Bylaw to include the opportunity to market a future development that may not necessarily be associated with a subdivision.

Relevant Council Direction, Policy or Bylaws:

Motion 06-2023-08-15: Councillor Girhiny moved first reading of Bylaw 1157, 2023.

Land Use Bylaw No. 868-2013.

Municipal Government Act s. 692 Planning Bylaws.

Discussion:

Public hearing.

Analysis of Alternatives:

Public hearing.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1157 2023 - Add Subdivision Marketing Sign to CM-1 District - notice.docx](#)

NOTICE OF PUBLIC HEARING

MUNICIPALITY OF CROWSNEST PASS

IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1157, 2023

7:00pm, September 12, 2023

Municipality of Crowsnest Pass Council Chambers

8502 – 19 Avenue, Coleman

PURSUANT to sections 216.4, 606, and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, the Council of the Municipality of Crowsnest Pass in the Province of Alberta hereby gives notice of its intention to consider proposed Bylaw No. 1157, 2023, being a bylaw to amend Bylaw No. 868, 2013, being the municipal land use bylaw.

The purpose of Bylaw No. 1157, 2023 is to amend the Land Use Bylaw for the purposes of providing for the opportunity to develop a “Sign – type 23 (Subdivision or Development Marketing)” as a permitted use in the Comprehensive Mixed Use (CM-1) land use district.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1157, 2023 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00pm on September 12, 2023. Each person shall be allotted 5 minutes to present their position.

AND FURTHER TAKE NOTICE that anyone wishing to provide slide decks, maps, videos or a written submission regarding the proposed bylaw should email: Bonnie Kawasaki, Executive Assistant to the CAO at bonnie.kawasaki@crowsnestpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on September 5, 2023. Verbal presentations (limited to 5 minutes) will be accepted at the public hearing.

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

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

DATED at the Municipality of Crowsnest Pass in the Province of Alberta this 16th day of August, 2023.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 6.a

Subject: Montem Resources Alberta Operations Ltd. - Tent Mountain Pumped Hydro Energy Storage Project Update - Peter Doyle, President

Recommendation: That Council accept the Montem Resources Alberta Operations Ltd. Tent Mountain Pumped Hydro Energy Storage Project Update as information.

Executive Summary:

Montem Resources provides periodic updates to keep Council apprised of progress with the Tent Mountain Pumped Hydro Energy Storage Project.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The presentation for the Montem Update was not available at the time of production of the Council Package.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 6.b

Subject: Heritage Crowsnest Update - Chris Matthews, CEO

Recommendation: That Council accept the Heritage Crowsnest update from Chris Matthews as information.

Executive Summary:

Chris Matthews, CEO of Heritage Crowsnest requested to appear as a delegation and provide an update to Council.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Chris Matthews of Heritage Crowsnest contacted the Office of the CAO to request that Heritage Crowsnest appear as a delegation to Council to provide an update on Heritage Crowsnest.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[HC - Council Presentation 2023.pdf](#)

HERITAGE CROWSNEST

PRESENTATION TO COUNCIL

SEPTEMBER 12, 2023



**HERITAGE
CROWSNEST**

WHAT IS HERITAGE CROWSNEST?

Purpose: Be a leader in and catalyst for culture and heritage in Crowsnest Pass.

WHAT DOES THAT LOOK LIKE AFTER 1 FULL YEAR?

- We have stabilized and grown the operations of the Crowsnest Museum and Bellevue Underground Mine.
- We have created a governance framework that advances and sustains heritage operations of Crowsnest Pass and provides living wages for the staff in the sector.
- We have grown to the point of being a Social Enterprise for culture and heritage in our Community.
- Cemented the reality that we can have a real positive trajectory forward.
- Provided a valuable economic driver for our Community through Heritage Tourism.

WHAT WHERE ARE WE HEADED?

“One identifiable source promoting heritage in the Crowsnest Pass and surrounding area.”

We don't need to run everything; we just need to be part of everything heritage in Crowsnest Pass. The goal is to stream-line, unite, eliminate fracturing and fragmentation, and to foster growth.

Heritage Crowsnest is still working to fully achieve this outcome, but that is our goal.

We will continue to work with and build stronger relationships with heritage partners to combat fracturing impacts in the sector and industry.

We are here to protect heritage and do so in sustainable ways.

WE LOOK FORWARD TO
GROWING HERITAGE AND
HERITAGE TOURISM IN THE
CROWSNEST PASS, TOGETHER.



**HERITAGE
CROWSNEST**



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 7.a

Subject: Bylaw 1118, 2022 Road Closure - Second and Third Reading

Recommendation: That Council gives second and third reading of Bylaw 1118, 2022.

Executive Summary:

Bylaw 1118, 2022 proposes to close an Unnamed Road and consolidate the title with the adjacent title of Plan 9111786, Block 2, Lot 4.

Relevant Council Direction, Policy or Bylaws:

Section 22 of the Municipal Government Act

Motion 18-2022-03-2

Discussion:

The applicants own an acreage in York Creek Estates. At the rear of their acreage is a part of a cul-de-sac (Unnamed Road) that was surveyed out at the time of subdivision, but was never constructed because the road went straight through to the north. The applicant wishes to close this portion of the road allowance and consolidate it with their existing title Plan 9111786 Block 2 Lot 4.

The applicants are aware of all of the costs associated with this project. The area required is estimated to be 13,000 ft² (more or less) and is of no use to the Municipality. The applicants are proposing to plant trees on the land and possibly add a second approach to their property from York Creek Drive.

A public hearing was held on July 05, 2022 and the bylaw was forwarded to the Minister of Transportation for approval. The Minister's approval has been received, and the bylaw is now ready for Council's consideration of second and third readings. The bylaw will be valid for 24 months from its approval date by the Minister, i.e. August 01, 2023, and all matters related to completion of the road closure process must be completed in that time. After the final closure of the road portion, a new certificate of title will be issued by the Land Titles Office, which the applicant then has to consolidate with their property through a subdivision application. The closed road portion will also be redistricted

to the GCR-1 District through a separate bylaw.

Analysis of Alternatives:

1. Council may consider Second and Third Reading of Bylaw 1118, 2022, as proposed.
2. If additional information is required by Council and/or amendments to the Bylaws are proposed by Council prior to Second Reading, Council may postpone Second Reading of Bylaw 1118, 2022 and provide further direction to Administration. Substantial changes to the Bylaw will require Council hold a second Public Hearing prior to considering the Bylaw 1118,2022 for Second and Third reading.
3. Council may defeat Bylaw 1118, 2022, as proposed.

Financial Impacts:

If the application proceeds the Municipality would receive \$9,100 plus GST.

Attachments:

[Bylaw 1118, 2022 Minister signed.pdf](#)

[Crowsnest Pass - Plan 9111786, Bylaw 1118, 2022 - Road Closure-1-5000.pdf](#)

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1118, 2022

ROAD CLOSURE BYLAW

BEING a bylaw of the Municipality of Crowsnest Pass for the purpose of closing to public travel and creating title to and disposing of portions of a public roadway in accordance with section 22 of the Municipal Government Act, chapter m26, Revised Statutes of Alberta 2000, as amended.

WHEREAS the lands hereafter described are no longer required for public travel,

AND WHEREAS application has been made to Council to have the roadway closed, and

AND WHEREAS the Council of the Municipality of Crowsnest Pass deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same, and

AND WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

AND WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw


NOW THEREFORE be it resolved that the Council of the Municipality of Crowsnest Pass in the Province of Alberta does hereby close to public travel and creating title to and disposing of the following described roadway, subject to rights of access granted by other legislation:


PLAN 9111786

THAT PORTION OF UNNAMED ROAD FORMING PART OF LOT 16, BLOCK 2, PLAN _____
CONTAINING 0.13 HECTARES (0.32 ACRES) MORE OR LESS

As illustrated in Schedule 'A', attached to, and forming part of this bylaw.

READ a **first** time in council this 7th day of June 2022.


Blair Painter
Mayor


Patrick Thomas
Chief Administrative Officer

PUBLIC HEARING scheduled for the 5th day of July 2022 and advertised in the Crowsnest Pass Herald on the 22nd day of June and 29th days of June, 2022.

APPROVED this 1st day of August, 2023

Approval valid for 24 months.


for Minister of Transportation
and Economic Corridors ✓



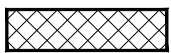
READ a **second** time in council this _____ day of _____ 2022.

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

PROPOSED ROAD CLOSURE SCHEDULE 'A'



PLAN 9111786

THAT PORTION OF UNNAMED ROAD FORMING PART OF LOT 16, BLOCK 2,

PLAN _____ CONTAINING 0.13 HECTARES (0.32 ACRES) MORE OR LESS

WITHIN SW 1/4 SEC 3, TWP 8, RGE 4, W 5 M

MUNICIPALITY: CROWSNEST PASS

DATE: MAY 3, 2022

Bylaw #: 1118, 2022

Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
 3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
 TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

May 03, 2022 N:\C-N-P\CNP LUD & Land Use Redesignations\Crowsnest Pass - Plan 9111786, Bylaw 1118, 2022 - Road Closure.dwg



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 7.b

Subject: Bylaw 1157, 2023 - LUB Amendment to add "Subdivision or Development Marketing" sign as a permitted use in the Comprehensive Mixed-Used CM-1 district, and to make several consequential amendments to the land use bylaw - Second and Third Readings

Recommendation: That Council gives second and third reading of Bylaw 1157, 2023.

Executive Summary:

Bylaw 1157, 2023 was given first reading on August 15, 2023 and a public hearing was scheduled for September 12, 2023.

It is necessary to expand the existing "Subdivision Marketing Sign" in the Land Use Bylaw to include the opportunity to market a future development that may not necessarily be associated with a subdivision.

Relevant Council Direction, Policy or Bylaws:

Motion 06-2023-08-15: Council Girhiny moved first reading of Bylaw No. 1157, 2023.

Land Use Bylaw No. 868-2013.

Municipal Government Act s. 692 Planning Bylaws.

Discussion:

All residential districts list Subdivision Marketing Sign as a discretionary use. This sign type is not presently included in the CM-1 District, and it seems appropriate to include the sign type as a permitted use in the CM-1 district. It is also appropriate to revise the name of the sign type to Subdivision or Development Marketing Sign to provide the opportunity to market future development that may not be associated with a subdivision. Several consequential amendments are required.

Analysis of Alternatives:

1. Following the Public Hearing, Council may give Second and Third Readings of Bylaw 1157, 2023, as proposed.
2. If additional information is required by Council and/or amendments to the Bylaws are proposed by Council prior to Second Reading, Council may postpone Second Reading of Bylaw 1157, 2023 and provide further direction to Administration. Substantial changes to the Bylaw will require Council hold a second Public Hearing prior to considering the Bylaw 1157,2023 for Second and Third Reading.
3. Council may defeat Bylaw 1157, 2023, as proposed.

Financial Impacts:

N/A

Attachments:

[Bylaw 1157 2023 - Add Subdivision Marketing Sign to CM-1 District.docx](#)

[Bylaw 1157, 2023 - Schedule 'A'.pdf](#)

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1157, 2023

LAND USE BYLAW AMENDMENT

Add Subdivision Marketing Sign to Comprehensive Mixed Use (CM-1) land use district

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to amend the Land Use Bylaw for the purposes of providing for the opportunity to develop a “Sign – type 23 (Subdivision or Development Marketing)” as a permitted use in the Comprehensive Mixed Use (CM-1) land use district.

AND WHEREAS it is thus necessary to make amendments to the Land Use Bylaw relative to “Subdivision or Development Marketing Sign” in several land use districts and in Schedule 11 Sign Standards.”

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. As shown in the attached Schedule ‘A’ attached hereto and forming part of this bylaw:
 - (a) In Schedule 11, amend the existing definition of “Subdivision Marketing Sign” to “Subdivision or Development Marketing Sign” and make additional changes to the wording of the definition.
 - (b) “Sign – type 23 (Subdivision or Development Marketing)” is added as a permitted use to the Comprehensive Mixed Use (CM-1) land use district.
 - (c) In the R-1, R-1A, R-2, R-2A, R-3, R-4, R-5, GCR-1, CRV, and CSV land use districts, amend the discretionary use of “Subdivision Marketing Sign” to “Subdivision or Development Marketing Sign”.
 - (d) In Schedule 11 Sign Standards, amend section 23 Subdivision Marketing Signs as shown.
2. Bylaw No. 868, 2013, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2023.

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

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

RESIDENTIAL – R-1

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

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels only
Day home
Accessory Building or Use up to 72.83 m² (784 ft²)
in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)
Single-family dwelling

DISCRETIONARY USES

Alternative/renewable energy, individual – except roof
mounted solar panels
Canvas Covered Structure
Day care facility
Duplex
Accessory Building or Use over 72.83 m² (784 ft²) in
area
Home occupations - Class 2
Modular home
Moved-in building
Moved-in dwelling
Private institutional uses
Public institutional uses
Secondary suite
Semi-detached Dwelling
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Single-family dwelling	13.7	45	30.5	100	418.1	4,500
Duplex and semi-detached dwelling (per building – i.e. for two units)	15.25	50	30.5	100	465.0	5,000
All other uses	As required by the Subdivision Authority					
Corner lots	See Schedule 4					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	6.1 to property line or 6.5 to back of existing or future public walkway or 7.5 to back of public curb	20 to property line or 21.33 to back of existing or future public walkway or 7.5 to back of public curb	1.5	5	7.6	25

RESIDENTIAL – R-1A

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

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Day home
Accessory Building or Use up to 72.83 m² (784 ft²) in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)
Single-family dwelling

DISCRETIONARY USES

Alternative/renewable energy, individual – except roof mounted solar panels
Canvas Covered Structure
Day care facility
Accessory Building or Use over 72.83 m² (784 ft²) in area
Home occupations - Class 2
Private institutional uses
Public institutional uses
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

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

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

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

4. MINIMUM ACCESSORY BUILDING YARD SETBACKS

Front Yard	–	requires approval to be located in front yard
Side Yard	–	1.2 m (4 ft.)
Rear Yard	–	1.2 m (4 ft.)

5. MAXIMUM LOT COVERAGE

Principal building	–	35%
Accessory buildings	–	15%

DUPLEX OR SEMI-DETACHED RESIDENTIAL – R-2

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

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only
Day home
Duplexes
Accessory Building or Use up to 72.83 m²
(784 ft²) in area
Home occupations - Class 1
Semi-detached dwellings
Sign - type 15 (Home Occupation)

DISCRETIONARY USES

Alternative/renewable energy, individual – except
roof mounted solar panels
Canvas Covered Structure
Day care facility
Accessory Building or Use over 72.83 m² (784 ft²)
in area
Home occupations - Class 2
Modular home
Moved-in building
Moved-in dwelling
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Single-family dwelling
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Duplex or semi-detached dwelling (per building – i.e. for two units)	18.3	60	30.5	100	650.3	7,000
Single-family dwelling	15.2	50	30.5	100	464.5	5,000
All other uses	As required by the Subdivision Authority					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Duplex or semi-detached dwelling	6.1	20	1.5	5	As required by the Development Authority	
Corner lots	As required by the Development Authority					As required by the Development Authority
All other uses	6.1	20	1.5	5	As required by the Development Authority	

MULTI-FAMILY RESIDENTIAL – R-2A

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

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only
Day home
Duplexes
Fourplexes
Accessory Building or Use up to 72.83 m²
(784 ft²) in area
Home occupations - Class 1
Semi-detached dwellings
Sign - type 15 (Home Occupation)
Triplexes

DISCRETIONARY USES

Alternative/renewable energy, individual – except
roof mounted solar panels
Canvas Covered Structure
Day care facility
Eightplexes
Accessory Building or Use over 72.83 m² (784 ft²)
in area
Home occupations - Class 2
Rowhousing
Senior citizen housing
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Sixplexes
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Duplex, semi-detached – per building	18.3	60	30.5	100	557.4	6000
Triplex or Fourplex – per building	21.3	70	30.5	100	650.3	7000
Rowhouse – per unit						
– interior unit	6.1	20	30.5	100	185.8	2000
– end unit	9.1	30	30.5	100	278.7	3000
All other uses	As required by the Subdivision Authority					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

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

MULTI-FAMILY APARTMENT RESIDENTIAL – R-3

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

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Apartment building not exceeding three habitable floors or 10.0 m (32.8 ft.) in height
Accessory Building or Use up to 72.83 m² (784 ft²) in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)

DISCRETIONARY USES

Accessory building or Use over 72.83 m² (784 ft²) in area
Alternative/renewable energy, individual – except roof mounted solar panels
Apartment building exceeding three habitable floors or 10 m (32.8 ft.) in height
Canvas Covered Structure
Day care facility
Day home
Duplex
Extended care facilities
Fourplex
Home occupations - Class 2
Rowhousing
Senior citizen housing
Semi-detached Dwelling
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home
Townhouses
Triplex

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Apartments – per building	24.4	80	30.5	100	743.2	8,000
Rowhouse – per unit						
– interior unit	6.1	20	30.5	100	185.8	2,000
– end unit	9.1	30	30.5	100	278.7	3,000
All other uses	As required by the Subdivision Authority					

MODULAR HOME COMMUNITIES – R-4

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

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only
Day home
Accessory Building or Use up to 72.83 m²
(784 ft²) in area
Home occupations - Class 1
Modular Home
Sign - type 15 (Home Occupation)

DISCRETIONARY USES

Alternative/renewable energy, individual – except
roof mounted solar panels
Accessory Building or Use over 72.83 m² (784 ft²)
in area
Canvas Covered Structure
Home occupations - Class 2
Neighbourhood confectioneries
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Modular home						
– single-wide	7.62	25	30.5	100	418.1	2,500
– double-wide	13.7	45	30.5	100	418.1	4,500
Corner lots	See Schedule 4					
Irregular lots	A development may be approved on a “pie-shaped” or irregular lot, parts of which are below the specified minimum lot width, provided that the front yard setback meets the minimum width, and provided the lot area and average dimensions otherwise equal or exceed the prescribed minimums.					
All other uses	As required by the Subdivision Authority					

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

Each building (including accessory buildings) shall be located:

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

NARROW LOT RESIDENTIAL – R-5

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

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only
Day home
Accessory Building or Use up to 72.83 m²
(784 ft²) in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)
Single-family dwelling

DISCRETIONARY USES

Alternative/renewable energy, individual – except
roof mounted solar panels
Accessory Building or Use over 72.83 m² (784 ft²)
in area
Canvas Covered Structure
Home occupations - Class 2
Modular home
Moved-in building
Moved-in dwelling
Private institutional uses
Public institutional uses
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

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

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

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

4. MINIMUM ACCESSORY BUILDING YARD SETBACKS

Front Yard	–	requires approval to be located in front yard
Side Yard	–	0.9 m (3 ft.)
Rear Yard	–	0.9 m (3 ft.)

5. MAXIMUM LOT COVERAGE

Principal building	–	40%
Accessory buildings	–	15%

GROUPED COUNTRY RESIDENTIAL – GCR-1

PURPOSE: To provide for a high-quality of clustered residential development in designated areas where conflicts with adjacent urban or non-urban uses are not expected, or can be mitigated.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Day home
Accessory Building or Use up to 95.2 m² (1024 ft²) in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)
Single-family dwelling
Short-Term Rental / Bed & Breakfast

DISCRETIONARY USES

Alternative/renewable energy, individual – except roof mounted solar panels
Accessory Building or Use over 95.2 m² (1024 ft²) in area
Canvas Covered Structure
Home occupations - Class 2
Modular home
Moved-in building
Moved-in dwelling
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision [or Development](#) Marketing)
Tourist Home
Wind energy conversion systems (WECS) - Category 1

2. LOT SIZE

Unserviced (private water wells and PSDS) – minimum 1.2 hectares (3 acres) or existing titles
– maximum 2.02 hectares (5.0 acres) or existing titles
Serviced (municipal water and wastewater) – minimum 0.405 hectares (1.0 acre)
– maximum 1.2 hectares (3 acres)

3. MINIMUM YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Principal use	15.2	50	15.2	50	15.2	50
Accessory buildings	15.2	50	6.1	20	3.05	10

4. MAXIMUM BUILDING HEIGHT

Principal building, up to two-storey, no walkout basement – 10.0 m (32.8 ft.)
Principal building, two-storey walk-out basement – 13.0 m (42.7 ft.)
Accessory buildings – 6.7 m (22 ft.)

5. ADDITIONAL INFORMATION

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

COMPREHENSIVE MIXED USE – CM-1

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

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
Art and Craft Studio
Bakery
Coffee Shop
Convenience Store
Drinking Establishment
Farmer's Market
Hotel
Kiosk
Mixed Use Building
Mixed Use Development
Office
Parking Facility
Personal Service
Institution
Recreation Facility
Restaurant
Retail
Retail Store
Shopping Malls
Signs – types 11 (A-board), 12 (Canopy),
13 (Fascia and Wall),
15 (Home Occupation), 18 (Portable)-~~and~~
19 (Projecting) and 23 (Subdivision or
Development Marketing)
Workshop

DISCRETIONARY USES

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

2. MINIMUM LOT SIZE

0.4 hectares (1 acre)

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

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

COMPREHENSIVE RESORT VILLAGE – CRV

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

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels only
Sign - types 11 (A-board), 15 (Home Occupation)
and 18 (Portable)
Single-family dwelling
Short-Term Rental / Bed & Breakfast

DISCRETIONARY USES

Accessory buildings and uses
Alternative/renewable energy, individual – except roof
mounted solar panels
Moved-in dwelling
Moved-in building
Multi-family dwellings (i.e. triplex, fourplex, sixplex,
rowhouse, townhouse, apartment, etc.)
Secondary Suite
Sign - types 12 (Canopy), 13 (Fascia and Wall), 14
(Freestanding), 16 (Multiple Listing),
17 (Murals), 19 (Portable), 20 (Roof),
21 (Secondary), 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Tourist Home

2. MINIMUM LOT SIZE

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

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

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

COMPREHENSIVE SKI VILLAGE – CSV

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

1. PERMITTED USES

Accessory building or use up to 72.83 m² (784 ft²) in area
 Alternative/renewable energy, individual – restricted to roof mounted solar panels only
 Day home
 Duplex
 Fourplex dwelling
 Home occupations - Class 1
 Rowhouse dwelling
 Semi-detached dwelling
 Triplex dwelling
 Single-family dwelling
 Sign - types 11 (A-board), 15 (Home Occupation) and 18 (Portable)
 Short-Term Rental / Bed & Breakfast

DISCRETIONARY USES

Accessory building or use over 72.83 m² (784 ft²) in area
 Alternative/renewable energy, individual – except roof mounted solar panels
 Day care facility
 Home occupations - Class 2
 Modular home
 Secondary Suite
 Sign - types 12 (Canopy), 13 (Fascia and Wall), 14 (Freestanding), 16 (Multiple Listing), 17 (Murals), 19 (Portable), 20 (Roof), 21 (Secondary), 22 (Subdivision Entrance) and 23 (Subdivision or Development Marketing)
 Tourist Home

2. MINIMUM LOT SIZE

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

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

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



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

Static Electronic Sign means a computerized structure that uses digital technology to provide visual communication in advertising or conveying a message for pedestrian or vehicular traffic where the message is fixed (non-flashing, non-scrolling, etc.) or where the message is displayed for a duration whereby normal traffic is not normally exposed to a message change.

Stop Order means an Order issued by the Municipality pursuant to the applicable provisions of the *Municipal Government Act* requiring immediate cessation of all development activity associated with a specific sign.

Subdivision and Development Appeal Board means the tribunal established by the Municipality of Crowsnest Pass, by bylaw, to act as the municipal appeal body for subdivision and development pursuant to the relevant provisions of the Act.

Subdivision and Development Authority means the Municipal Planning Commission or the Development Officer, as the case may be, empowered by the Municipality of Crowsnest Pass to make decisions on subdivisions and development and land use issues within the Municipality.

Subdivision Entrance Feature Sign means a permanent sign indicating the name of a subdivision or a portion of the subdivision on which it is placed.

Subdivision Frontage means the external boundaries of a subdivision that abut public roadways.

Subdivision or Development Marketing Sign means a temporary sign placed ~~at the entrance to a new subdivision on a parcel of land that is the subject of an approved subdivision or an approved development permit~~ for the purpose of promoting ~~vacant lot~~future lots, new home areas, ~~or~~ show homes, or a future development, and which may incorporate small banners or flags.

Temporary Sign means any sign approved, designed or intended to be displayed for a period not exceeding 30 days.

Theme Sign means any sign that is part of a series or group of signs incorporating a distinctive theme, design or logo.

Third-Party Sign means a sign advertising a business or an activity that is not located on the same lot or parcel as the sign, including a Contractual Sign, a Directional Sign, a Merchandising Aid and a Billboard.

Traffic or Directional Sign means any sign for the purpose of controlling traffic or providing directional information to drivers.

Variance means the relaxation of a development standard established in the Land Use Bylaw.

Wall Sign means a sign fastened to or painted on the wall of a building.

Window Sign means a sign permanently applied directly to the inside surface of a window and intended to be viewed from the outside.

- (g) No part of a Projecting Sign shall project or encroach more than 1.5 metres (5 ft.) over any public place or extend within 0.9 metre (3 ft.) of the edge of a curb or roadway without the approval of the Development Authority.
- (h) No Projecting Sign may be located within 0.5 metre (1.6 ft.) of the top of a parapet or a roofline.

20. ROOF SIGNS – Type 20

- (a) No more than one Roof Sign may be approved per business frontage.
- (b) The sign area of a Roof Sign shall not exceed 8.4 m² (90 ft²).
- (c) No part of a Roof Sign shall project horizontally beyond any exterior wall, parapet or roofline of the building upon which it is located.
- (d) A Roof Sign may be approved:
 - (i) on the flat roof of a building that is at least 9.1 metres (30 ft.) high; or
 - (ii) between the eaves and peak of a sloping roof.
- (e) On a flat roof, no part of any Roof Sign, excluding that portion which is used for support and which is free of copy, shall be less than 1.2 metres (4 ft.), or more than 4.6 metres (15 ft.) above the parapet or roofline.
- (f) No supporting structures shall be visible to the public unless finished in an aesthetically pleasing manner to the satisfaction of the Development Officer.
- (g) On a sloping roof no part of any Roof Sign shall be more than 6.1 metres (20 ft.) above grade.
- (h) All Roof Signs shall be securely fastened to the building to the satisfaction of the Development Authority.

21. SECONDARY SIGNS – Type 21

- (a) A maximum of one Secondary Sign per principal use may be approved.
- (b) The sign area of all Secondary Signs located on single premises shall not exceed 50 percent of the sign area of the approved primary sign.
- (c) The Secondary Sign for each use in a multi-tenant building having individual business frontages shall be consistent in size and design as directed by the Development Officer.

22. SUBDIVISION ENTRANCE FEATURE SIGNS – Type 22

- (a) Subdivision Entrance Feature Signs may be approved in all land use districts provided it:
 - (i) is freestanding;
 - (ii) does not exceed 4.0 metres (13 ft.) in sign height;
 - (iii) does not exceed 6.0 m² (64.6 ft²) in sign area;
 - (iv) incorporates the name of the neighbourhood, subdivision or area; and
 - (v) is architecturally integrated with any design theme or style of the neighbourhood, subdivision or area at which it is located.

23. SUBDIVISION OR DEVELOPMENT MARKETING SIGNS – Type 23

- (a) Approval of a Subdivision or Development Marketing Sign requires that ~~it~~:

- (i) The subject subdivision application or development permit application has been approved by the Subdivision Authority or the Development Authority.
 - (ii) The sign is wholly located within the boundaries of the parcel that is the subject of the subdivision or the development being marketed;
 - (ii) The sign is free-standing, a banner, or attached to a structure;
 - (iii) The sign has sign area not exceeding 12.0 m² (130 ft²);
 - (iv) The sign does not exceed 5.0 metres (16 ft.) in height.
- (b) Only one sign per subdivision street frontage of the original parcel boundary is allowed.

24. THIRD-PARTY SIGNS – Type 24

- (a) Third-Party Signs include off-premises directional signs, off-premises contractual signs, off-premises merchandising aids, and Billboards (the latter only in those pre-approved locations as specified in this Schedule).
- (b) An application for a Third-Party sign development located within the development control zone of a highway within the Municipal jurisdiction shall be considered in the context of Provincial legislated requirements, and the applicant must first obtain a roadside development permit from Alberta Transportation before making a development permit application to the Municipality.
- (c) Third-Party Signs are prohibited in residential land use districts.
- (d) A business or enterprise applying for a Third-Party sign development permit must possess or be in the process of obtaining a development permit and a business license for its business location, must be located and operational or in the process of becoming located and operation within the boundaries of the Municipality, and must have the written consent from the landowner on whose property the sign is proposed to be located.
- (e) The site requirements for a Third-Party Sign include:
 - (i) the sign must be attached to a fixed structure, which shall exclude signs posted or exhibited on motor vehicles or trailers that are temporarily or permanently parked solely for the purpose of displaying the sign;
 - (ii) the sign area shall not exceed 18.6 m² (200 ft²) on each face excluding the frame, except for a Billboard of which the advertising copy area on both sides may exceed 18.6 m² (200 ft²) per side;
 - (iii) the maximum height, including support structure, shall be 6.1 metres (20 ft.);
 - (iv) the spacing between Billboards along Highway 3 shall be no less than 500 metres (547 yds.), at the pre-approved sites as follows:
 - West of Coleman, starting approximately 1.8 km west of the West Access to Coleman and each additional 500 metres (approximately) west thereof, to a maximum of five sign sites.
 - East of Bellevue, starting approximately 500 metres east of the East Access to Bellevue and each additional 500 metres (approximately) east thereof, to a maximum of five sign sites.

(Note: field conditions will be taken into consideration when determining the exact location for placement of Third-Part Signs along Highway 3)
 - (v) consideration by the Development Authority of the sign in relation to the site's topography, adjacent land uses, and aesthetics of the area.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 7.c

Subject: Bylaw 1158, 2023 - Land Use Bylaw Amendment to rezone Lot 1 (in two parts), Block 1, Plan 2211390 from Non-Urban Area (NUA-1) to Residential (R-1) - First Reading

Recommendation: That Council gives first reading to Bylaw 1158, 2023.

Executive Summary:

The proposed Bylaw 1158, 2023 involves the rezoning of a parcel (in two parts) from Non-Urban Area NUA-1 to Residential R-1, for the purpose of subdividing the existing title into two (2) parcels and constructing a single-family dwelling.

Relevant Council Direction, Policy or Bylaws:

Land Use Bylaw No. 868-2013.

Municipal Government Act s. 692 Planning Bylaws.

Discussion:

The landowner has applied to subdivide the existing parcel into 2 lots both of which will be less than the 3 acre minimum in the Non-Urban Area NUA-1 land use district. In order to meet the requirements of the subdivision, the landowners are proposing to rezone the property to the Residential R-1 land use district.

Subdivision application 2023-0-115, proposes to split the existing title into 2 lots using the road as the dividing boundary. The landowner intends to apply for a development permit to construct a single-family dwelling on the north lot, pending rezoning and subdivision approval.

Analysis of Alternatives:

1. Council may proceed with first reading of Bylaw 1158, 2023, as proposed, and schedule a public hearing.

2. Council may defer first reading of Bylaw 1158, 2023 and outline what additional information they would like to see with reconsideration.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1158, 2023 - CNP LUB 868-2013 Lot 1, Block 1, Plan 221 1390 \(August 2023\).docx](#)

[Crowsnest Pass - Lot 1 - Block 1 - Plan 2211390 LUD REDESIGNATION.pdf](#)

[Crowsnest Pass - Lot 1 - Block 1 - Plan 2211390-LUD REDESIGNATION with 2021 Aerial Photo.pdf](#)

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1158, 2023

LAND USE BYLAW AMENDMENT – Redesignate Lot 1, Block 1, Plan 221 1390

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as Lot 1 (in two parts), Block 1, Plan 221 1390, within SW¼ 20-7-3-W5M, containing ±0.71 ha (1.76 acres), as shown on Schedule 'A' attached hereto and forming part of this bylaw, from "Non-Urban Area – NUA-1" to "Residential – R-1".

AND WHEREAS the purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the "Residential – R-1" land use district.

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

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

1. The Land Use District Map be amended to redesignate the lands legally described Lot 1 (in two parts), Block 1, Plan 221 1390, within SW¼ 20-7-3-W5M, containing ±0.71 ha (1.76 acres), as shown on Schedule 'A' attached hereto and forming part of this bylaw, from "Non-Urban Area – NUA-1" to "Residential – R-1".
2. Bylaw No. 868, 2013, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

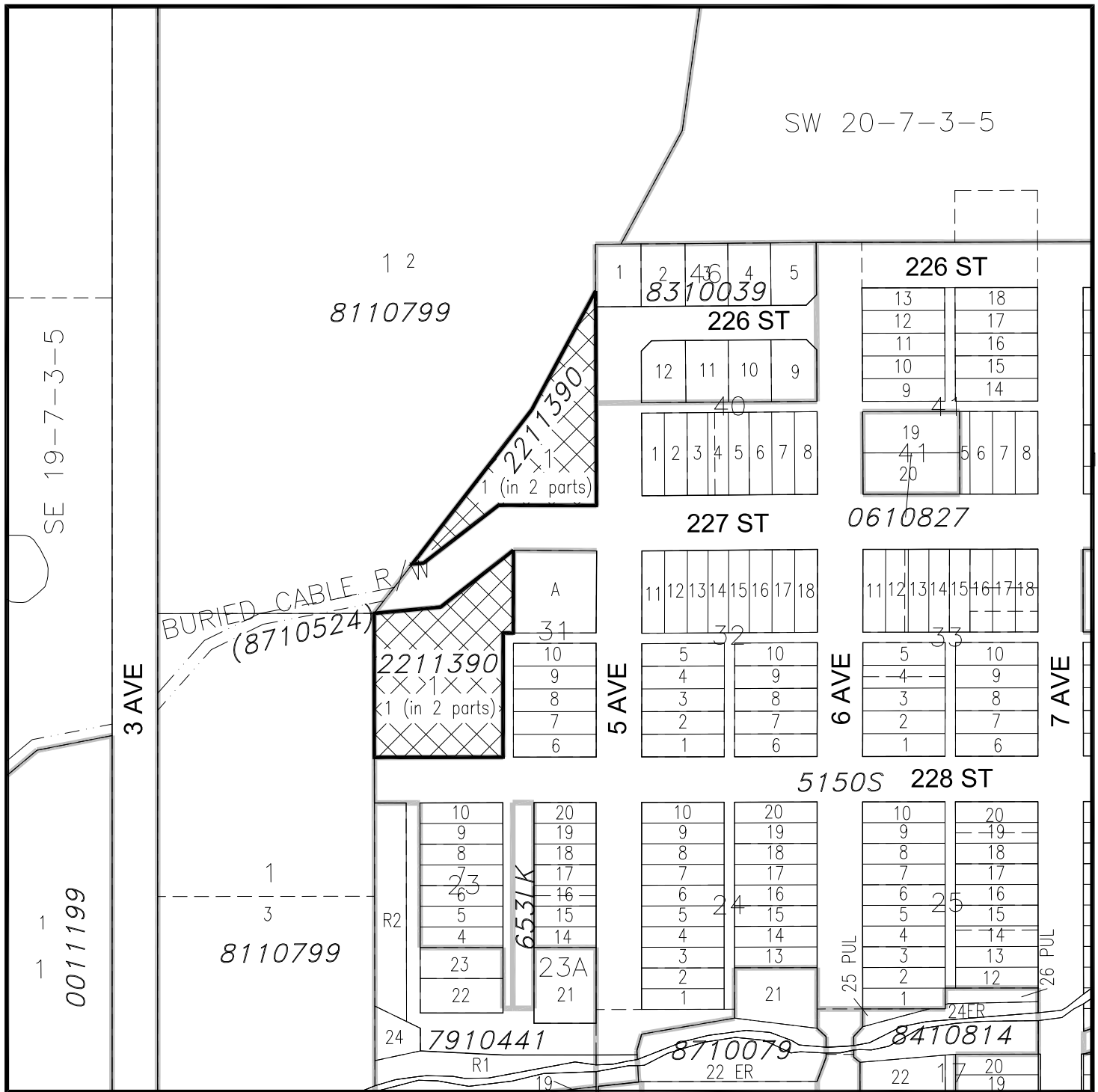
READ a **first** time in council this _____ day of _____ 2023.

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

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Non-Urban Area NUA-1

TO: Residential R-1

LOT 1, BLOCK 1, PLAN 2211390

WITHIN SW 1/4 SEC 20, TWP 7, RGE 3, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: AUGUST 1, 2023

Bylaw #: 1158, 2023

Date: _____



OLDMAN RIVER REGIONAL SERVICES COMMISSION

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"



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Aerial Photo Date: May 19, 2021



FROM: Non-Urban Area NUA-1

TO: Residential R-1

LOT 1, BLOCK 1, PLAN 2211390

WITHIN SW 1/4 SEC 20, TWP 7, RGE 3, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: AUGUST 1, 2023

Bylaw #: 1158, 2023

Date: _____



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



Municipality of Crowsnest Pass Request for Decision

Meeting Date: September 12, 2023

Agenda #: 7.d

Subject: Policy 1712-01 - Targeted Multi-Family Development Incentive Policy

Recommendation: That Council approves Policy 1712-01.

Executive Summary:

Given the lack of diversified housing units within the Municipality, discussion was previously held regarding creating a tax incentive for developers to construct some larger scale multi-family developments. The policy is very similar to the targeted policy for commercial development, however is modified specifically for this purpose instead.

Relevant Council Direction, Policy or Bylaws:

Councillor Ward moved that Administration drafts a policy for tax incentives for multi residential developments.

Discussion:

Although the premise of the policy is very similar, the one main difference in this policy vs the commercial policy is that the incentive is for a 5 year term, instead of two. This is specifically to incentivize the creation of these units that are critically needed in our community, as they are often smaller rental units, and currently, the community does not have a lot of them, even though there is a need for them.

Analysis of Alternatives:


- Council can adopt Policy 1712-01
- Council can amend and adopt Policy 1712-01
- Council can request additional information
- Council can decline to adopt Policy 1712-01

Financial Impacts:

For a period of 5 years, the Municipality will not receive the taxes for the additional assessed value on these projects.

Attachments:

[1712-01 - Targeted Multi-Family Development Incentive Policy.docx](#)

	<h2 style="text-align: center;">Municipality of Crowsnest Pass Policy</h2>
<p>Policy No.: Policy Title: Approval Date: Revision Date: Supersedes Policy: Department:</p>	<p>1712-01 Targeted Multi-Family Development Incentive Policy Finance Services</p>

1.0 PURPOSE

The Council of the Municipality of Crowsnest Pass has a broad mandate to provide good government, develop and maintain a safe and viable community, and to supply desirable and/or necessary services to the community. The purpose of this policy is to promote multi-scale projects involving the construction of new multi-family developments that lead to a significant increase in housing units.

2.0 STATEMENT

It is the policy of the Municipality of Crowsnest Pass to establish a 5-year municipal tax cancellation policy to provide an incentive for the construction of major multi-family development projects that lead to significant increase in the housing units in the Municipality.

3.0 DEFINITIONS

“Municipal Area” means the area of the Municipality of the Crowsnest Pass bounded by the boundaries of the Municipality.

“Assessment Value” is calculated as follows: Current Assessment Year Value after construction.

“Multi-Family Development” means a residential development of more than 10 units.

4.0 ELIGIBILITY CRITERIA

4.1 In order to qualify for Tax Reduction or Exemption, a project shall meet the following criteria:

- a. Qualified projects shall be located within the Municipality.
- b. Projects shall have a building construction cost, at or exceeding \$ 100,000 (One Hundred Thousand CDN) in value.
- c. The assessed Land Value s not eligible for inclusion in the policy.

- d. New construction must meet all applicable building safety codes development requirements and comply with Land Use Bylaw requirements.
- e. Project(s) must receive development permit and applicable construction permits approvals and satisfy all conditions within the permits.
- f. Eligibility for this policy is typically based on new construction, but may apply to major renovation to existing structures.
- g. Properties that are owned by the Crown in right of Alberta or Canada or any other body that is exempt from taxation are ineligible.
- h. Funding will not be granted for projects which have commenced prior to being approved.
- i. Only the registered owner(s) of the property, at the time of commencement of the building construction project approval, is/are eligible for the municipal tax reduction.
- j. A property must not be in arrears in taxes, municipal utilities or any other municipal charges.
- k. Applies only to the municipal portion of the tax levy not the School portion of the Tax Levy and all requisitions shall be payable by the person or entity liable for the property tax.
- l. Projects that qualify under this program are ineligible for any other Municipality Funding Program.

5.0 AWARDING OF TAX CANCELLATION

- 5.1 Eligible properties are entitled to a municipal property tax reduction up to the municipal tax component for the structure.
- 5.2 The maximum municipal tax reduction benefit for each approved building construction project shall be no greater than \$50,000 (CDN) annually.
- 5.3 The municipal tax reduction for an eligible property will commence on the first full tax year after the building has been approved for occupancy and shall cease at the end of the second year.
- 5.4 If the subject property is subdivided by a registered plan, the project remains eligible for municipal tax reduction if the registered owner(s) at the time of commencement of the building construction do not change. Upon transfer of ownership, the municipal tax reduction no longer will apply.
- 5.5 In the event of a phased construction project, the municipal tax reduction shall commence when the initial phase is approved for occupancy only if that phase has a minimum construction value of \$100,000 (One Hundred Thousand CDN). If the \$100,000 (CDN) construction value is not reached in the initial phase, the municipal tax reduction will commence after the phase when the \$100,000 (CDN) minimum is reached and is approved for occupancy.
- 5.6 Upon acceptance of an individual application by Council, the Applicant and the Municipality will enter into an agreement for the tax reduction as outlined in this policy.

- 5.7 Once a property has received Municipal Council approval for a municipal tax reduction the taxpayer shall be deemed to have applied for a reduction in the subsequent eligible year.
- 5.8 The Municipality may stop the reduction of municipal taxes that have been deemed eligible under this policy:
- a. On the written request of the Property Owner; or
 - b. At any time, if the Property Owner breaches or does not fully satisfy any of the obligations and conditions in this policy, as determined by the Municipality acting reasonably, effective immediately upon delivery of a notice to the Property Owner of the intention to stop the reduction of municipal taxes.
- 5.9 In the event that the Property Owner does not meet the obligations of this policy, the Property Owner will pay the Municipality the municipal property taxes for any period during which the obligations were not met, calculated pro rata based on the annual amount of municipal taxes that would have been payable, and any municipal property taxes owing and not paid by December 31 of the taxation year, become taxes in arrears and subject to payment guidelines in accordance with the Municipal Government Act and Municipal Bylaws.

6.0 ROLES AND RESPONSIBILITIES

- 6.1 Municipal Council to:
- a. Approve the appropriate level of funding through the annual reduction of the municipal tax only in accordance with this policy.
 - b. Review and evaluate the program outcomes and make amendments if deemed necessary.
 - c. Promote the Targeted Multi-Family Incentive Program, provide advice and assistance to potential policy applicants.
- 6.2 Administration to:
- a. Coordinate policy administration, application and reporting processes.
 - b. Calculate the additional assessment and municipal property taxes resulting from the completion of eligible Multi-Family Development projects.
 - c. Advise Municipal Council of the number of applications and the estimated amount of municipal tax reductions requested for that year.
 - d. Submit to Municipal Council after the passage of the annual property tax bylaw:
 - i. A list of properties qualifying for municipal tax reductions for which new applications have been received;
 - ii. A list of properties for which applications for municipal tax reductions have been received but which do not qualify; and
 - iii. A list of properties for which municipal tax reductions have previously been approved;

6.3 Applicant to:

- a. Have a documented majority ownership interest in the property to be constructed.
- b. Submit an application to the Municipality prior to start of construction for consideration of eligibility.
- c. Notify Municipal Taxation Officer after all Development and Building permit conditions have been met.

7.0 REFERENCES

- Municipal Government Act
- Municipality of Crowsnest Pass Targeted Multi-Family Development Incentive Program Application Form

MUNICIPALITY OF CROWSNEST PASS

Mayor

Date

Chief Administrative Officer

Date