



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, February 4, 2025 at 7:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

- 3.a Minutes of the Family and Community Support Services Advisory Committee of October 28, 2024
- 3.b Minutes of the Crowsnest Pass Senior Housing Board of December 16, 2024
- 3.c ORRSC Executive Committee Meeting Minutes - November 14, 2024
- 3.d 2025 01 12 - Jane Mollison- Business License for Tourist Home Rate Reduction Consideration Letter
- 3.e 2025 01 20 - Corey Semeniuk - Business License for Tourist Home Rate Reduction Consideration Letter
- 3.f Honourable Todd Loewen, Minister of Forestry and Parks Letter Regarding Wildfire Mitigation of January 22, 2025

4. ADOPTION OF MINUTES

- 4.a Minutes of the Council Meeting of January 21, 2025

5. PUBLIC HEARINGS

- 5.a Bylaw 1210, 2024 - Land Use Bylaw Amendment - Redesignate a portion of Lot 11, Block 7, Plan 820L, containing ± 0.04 ha (0.11 acres) from "Retail Commercial C-1" to "Drive-In Commercial C-2" - *Public Hearing*
- 5.b Bylaw 1211, 2024 - Land Use Bylaw Amendment - Redesignate the lands legally described as Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" - *Public Hearing*

6. DELEGATIONS

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

7. REQUESTS FOR DECISION

- 7.a Bylaw 1210, 2024 - Land Use Bylaw Amendment - Redesignate a portion (Roll Number 1072500) of Lot 11, Block 7, Plan 820L, containing ±0.04 ha (0.11 acres) from "Retail Commercial C-1" to "Drive-In Commercial C-2" - *Second and Third Reading*
- 7.b Bylaw 1211, 2024 - Land Use Bylaw Amendment - Redesignate the lands legally described as Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" - *Second Reading*

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 Personal Privacy - Committee Member Resignation - *FOIP Act Section 17*

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 3.a

Subject: Minutes of the Family and Community Support Services Advisory Committee of October 28, 2024

Recommendation: That Council accept the Minutes of the Family and Community Support Services Advisory Committee of October 28, 2024 as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

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

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[28 OCT 2024_FCSS MINUTES.pdf](#)



Family and Community Support Services Advisory Committee Meeting Minutes

**Municipality of Crowsnest Pass
 Monday, October 28, 2024 – 6:30 PM
 MDM Community Centre- Community Service Office**

Chairperson: Kate McNeil

Secretary: Kim Lewis

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

Absent:

1.0 Call to Order

K. McNeil called the meeting to order at 6:29pm.

2.0 Adoption of Agenda

#75 - 24 MOVED BY: K. McNeil

That the meeting agenda with the addition of 6a. Subsidized Taxi Program

CARRIED

3.0 Adoption of Minutes

3a) Adoption of Family and Community Support Services of September 16, 2024

#76 - 24 MOVED BY: M. THOMAS

That the meeting minutes of September 16, 2024 be adopted as read.

CARRIED

4.0 Correspondence

4a. Letter from Volunteer Crowsnest

A letter from the FCSS Advisory Committee was sent to Volunteer Crowsnest. Volunteer Crowsnest responded to the FCSS Advisory Committee.

#77 - 24 MOVED BY: M. THOMAS

The Family Community Support Service Advisory Committee accepts the letter from Volunteer Crowsnest as information.

CARRIED

5.0 Delegations

6.0 Business Arising from Previous Minutes

6a) Subsidized Taxi Program

The FCSS recommendation to not renew the contract with Crowsnest Taxi for the subsidized Taxi Program has been submitted for the November 19 Council meeting for decision. The contract is set to expire December 31, 2024.

#78 - 24 MOVED BY: D. WARD

The Family Community Support Service Advisory accepts the update as information.

CARRIED

7.0 New Business

7a) Compassionate Friends Funding Request

An email from Rose Gail of Compassionate Friends was received. Rose has requested FCSS funds for a Christmas Lunch for the Compassionate Friends Group.

#79 - 24 MOVED BY: L. SYGUTEK

The Family Community Support Service Advisory accepts the FCSS Advisory Committee \$350 to Compassionate Friends Christmas Social gathering.

CARRIED

7b) Meals on Wheels

The Meals on Wheels service provider contract with Peaks to Pines expires December 31, 2024. K. Lewis discussed the 2025 contract with CAO – Shelly Price. Shelly has put forward changes for 2025.

1. Price to increase from \$12.50/meal to \$14.50/meal.
 - Portion sizes will increase.

2. Soup & Sandwiches will no longer be offered as an add on.

Currently Customers are receiving the day before s meals due to the pick-up time of the meals (11am). Meals pickup time by volunteer drivers at Peaks to Pines will change to 12pm effective Monday, November 11. This will allow for meals on wheels customers to be served the current days meals. Shelly Price has provided K. Lewis with the menu for the fall winter. All meals are approved by a provincial dietitian.

#80 - 24 MOVED BY: M. THOMAS

The Family Community Support Service Advisory Committee recommends that FCSS renews the Meals on Wheels Service Provider contract with Peaks to Pines with the new changes.

CARRIED

7c) FCSS Advisory Committee Member Positions

M. Thielen and C. Painter have been appointed to the FCSS Advisory Committee by Council to 3-year terms each ending December 2027.

#81 - 24 MOVED BY: K. MCNEIL

The Family Community Support Service Advisory accepts the FCSS Advisory Committee position update as information.

CARRIED

7d) FCSS Variance Report

FCSS currently has \$15,000 in funding remaining in external funding due to two 2024 funded programs returning funds. The remainder of funding is on track for 2024.

#82 - 24 MOVED BY: L. SYGUTEK

The Family Community Support Service Advisory committee recommends that any unused 2024 FCSS Funds will be requested for carry over into the 2025 funding year.

CARRIED

8. Administration Reports

8a) FCSS Programmer Update

- Holiday for 3 weeks
- Home Alone Program
- Community Calendar
- Christmas Hampers
- Meals on wheels – business as usual.
- Seniors on the Go Newsletter
- Assisting seniors' clubs.

- Subsidized taxi program
- Committee for Accessible transportation
- Information & community referrals.

#83 - 24 MOVED BY: M. THIELEN

The Family Community Support Service Advisory Committee accepts the programmer report as information.

CARRIED

9.0 Committee Member Reports

N/A

10.0 In Camera

11. Adjournment

#84 - 24 MOVED BY: L.SYGUTEK

That the meeting be adjourned at 7:27pm.

CARRIED



Chairperson



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 3.b

Subject: Minutes of the Crowsnest Pass Senior Housing Board of December 16, 2024

Recommendation: That Council accept the Minutes of the Crowsnest Pass Senior Housing Board of December 16, 2024 as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

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

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[12 - December 16 2024.pdf](#)



PO Box 580, Coleman, AB Tel: 403.562.2102 Fax: 403.562.2106

BOARD MEETING MINUTES December 16, 2024

A regular meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Monday, December 16, 2024, at 10:00 a.m. at Peaks to Pines in Coleman, Alberta.

ATTENDEES:

Deb Ruzek: Board Chairperson, Marlene Anctil: Board Member, Dean Ward: Municipal Councillor, Shelley Price: Chief Administrative Officer, Dave Filpuzzi: Municipal Councillor, Cathy Painter: Board Member, Diane Nummi: Board Member, Susan Demchuk: Vice Chair, Dee-Anna Strandquist: Finance Manager, Shannon Harker: HR

ABSENT:

None

Minutes recorded by Shannon Harker

1. CALL TO ORDER

- 1.1 Deb Ruzek called the meeting to order at 10:00 a.m. and it was determined that a quorum of directors was present.

2. ADDITIONS/CHANGES TO AGENDA

- 13.8 Auditor 2024 proposal

3. APPROVAL OF AGENDA

- 3.1 Motion #143/24 to approve the agenda. — Dean Ward – cd.

4. APPROVAL OF PRIOR MINUTES

- 4.1 Motion #144/24 to approve the minutes of the meeting held November 26, 2024, as presented. – Cathy Painter – cd.

5. BUSINESS ARISING FROM THE MINUTES

None

6. **CORRESPONDENCE**

None

7. **MANAGEMENT REPORTS**

7.1 #145/24 Motion to approve the Report from Management as presented –Susan Demchuk –
cd.

8. **FINANCIAL REPORTS**

8.1 #146/24 Motion to approve the Financial Statement as presented – Marlene Ancil – cd.

9. **BOARD CHAIRPERSON REPORT**

No Report

10. **OTHER BOARD REPORTS**

No Report

11. **OLD BUISNESS**

None

12. **DELEGATE**

None

13. **NEW BUSINESS**

13.1 Board vote – 2025 Board Chair and Vice Chair – tabled to January 2025

13.2 Peaks to Pines Christmas Party – December 19, 2024, 5:00pm

13.3 Survey results for residents were very positive, most categories over 80% satisfaction.
Contact information for the Manager on Call was reiterated to the residents in the manors,
P2P residents would like to see expanded daily activities.

13.4 There was a discussion on removing MAP information from statistics, it was determined to be
necessary.

13.5 Policies

- #147/24 Motion to accept Policy 1.08 – Pets/Pet environments – Dean Ward – cd.
 - #148/24 Motion to accept Policy 2.27 – CCHSS Compliance Audit – Marlene Anctil – cd.
 - #149/24 Motion to accept Policy 3.20 – Duty to Warn – Dianne Nummi – cd.
 - #150/24 Motion to accept Policy 3.21 – Physical and Mental Health Promotion – Cathy Painter – cd.
 - #151/24 Motion to accept Policy 4.03 – Electric Wheelchair Policy – Dave Filipuzzi -cd.
 - #152/24 Motion to accept Policy 4.09 – Smoking and Cannabis – Deb Ruzek – cd.
 - #153/24 Motion to accept Policy 4.10 – Smoking – Susan Demchuk – cd.
 - #154/24 Motion to accept Policy 4.30 – Informed Consent for Research – Dean Ward – cd.
 - #155/24 Motion to accept Policy 4.55 – Use of Contractors – Marlene Anctil – cd.
 - #156/24 Motion to accept Policy 4.56 – Supervision Meetings – Dianne Nummi – cd.
 - #157/24 Motion to accept Policy 4.57 – Termination of Contractors, Volunteers and Students – Cathy Painter – cd.
 - #158/24 Motion to accept Policy 4.64 – Response to Legal Issues – Dave Filipuzzi – cd.
 - #159/24 Motion to accept Policy 5.02 – Recruitment and Employment Practices – Deb Ruzek – cd.
 - #160/24 Motion to accept Policy 5.13 – Essential Services – Susan Demchuk – cd.
 - #161/24 Motion to accept Policy 5.20 – Discipline – Dean Ward – cd.
 - #162/24 Motion to accept Policy 5.23 – Conflict Resolution Among Personnel – Marlene Anctil – cd.
 - #163/24 Motion to accept Policy 5.24 – Duty to Accommodate – Dianne Nummi – cd.
 - #164/24 Motion to accept Policy 5.25 – Scope of Practice of Regulated Personnel – Cathy Painter – cd.
 - #165/24 Motion to accept Policy 10.01 – Volunteer Recruitment and Placement – Dave Filipuzzi – cd.
- Policy 4.92 to be approved in January.
- 13.6 Resident Secret Santa Donations to be submitted to P. Brazzoni by week end.
- 13.8 There were two quotes submitted for Auditing 2024
- #166/24 Motion to accept MWG proposal for 2024 Auditor – Dean Ward – cd.

14. **IN CAMERA**

14.1 #1167/24 Motion to go into Camera 11:37am – Dean Ward – cd.

14.2 #168/24 Motion to come out of Camera 11:56am – Dianne Nummi – cd.

15. ADJOURNMENT

15.1 #169/24 Motion to adjourn at 11:57am – Dave Filipuzzi – cd.

The next regular board meeting – January 20, 2025, 10:00 a.m.

Debi Ruzek – Board Chairperson

A handwritten signature in black ink, appearing to read 'Debi Ruzek', is written over a horizontal line. The signature is stylized and cursive.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 3.c

Subject: ORRSC Executive Committee Meeting Minutes - November 14, 2024

Recommendation: That Council accept the ORRSC Executive Committee Meeting Minutes - November 14, 2024 as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 1020 Procedure Bylaw

Discussion:

The Oldman River Regional Services Commission provides the Executive Committee Meeting Minutes to keep member municipalities apprised of committee activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[November 14, 2024 Executive Committee Minutes - Approved.pdf](#)



EXECUTIVE COMMITTEE MEETING MINUTES
November 14, 2024; 6:00 pm
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, November 14, 2024, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

Attendance

Executive Committee

Gordon Wolstenholme, Chair
 Don Anderberg, Vice Chair, Virtual
 Scott Akkermans
 David Cody
 Brad Schlossberger
 Christopher Northcott, Virtual
 Neil Sieben

Staff

Lenze Kuiper, Chief Administrative Officer
 Raeanne Keer, Executive Assistant
 Stephanie Sayer, Accounting Clerk

Chairman Wolstenholme called the meeting to order at 6:00 pm.

1. Approval of Agenda

Moved by: Scott Akkermans

THAT the Executive Committee adopts the November 14, 2024 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: Christopher Northcott

THAT the Executive Committee approves the October 10, 2024 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Official Business

a. Chief Administrative Officer Performance Evaluation

Moved by: Don Anderberg

THAT the Executive Committee moves Agenda Item 4.a – Chief Administrative Officer Performance Evaluation to Closed Session under the *Freedom of Information and Protection of Privacy Act* under Section 19: Confidential Evaluations.

CARRIED

b. Board of Directors – Election and Organizational Meeting

R. Keer stated that the Organizational Meeting and Elections will be at the Board of Directors meeting scheduled for December 5, 2024. She stated that nomination forms will be distributed on November 15, 2024 to the Board.

The Committee discussed who would be interested in submitting their names forward for re-election.

c. Subdivision Activity – As of October 31, 2024

L. Kuiper presented Subdivision Activity as of September 30, 2024 to the Committee.

d. Budget

(i) 2025 Operating Budget and 3-Year Rolling Budget

S. Sayer presented the original budget proposed by the Executive Committee following the October 17, 2024 Budget Workshop which used the 2024 Total Equalized Assessment (TEA) values, the proposed budget with the 2025 TEA values, and an amended budget which Administration believes captures the goals set out by the Executive Committee following the Budget Workshop with the intent to keep the fee increase as equitable as possible.

The Committee reviewed additional budget scenarios with various mill rates and fee ceilings.

Moved by: Don Anderberg

THAT the Executive Committee for the Oldman River Regional Services Commission recommends the draft 2025 Operating Budget, with the .025 Mill Rate increase, the Floor of \$5,000 and the Ceiling increasing 35% to the Board of Directors for approval as presented.

CARRIED

(i) 2025-2029 Capital Budget & Plan

R. Keer and S. Sayer presented the 2025-2029 Capital Budget and Plan to the Committee.

The Committee discussed reviewing the Capital Plan in greater detail in 2025.

Moved by: Neil Sieben

THAT the Executive Committee for the Oldman River Regional Services Commission recommends the draft 2025-2029 Capital Budget and Plan to the Board of Directors for approval, as presented.

CARRIED

5. Accounts**a. Office Accounts**

L. Kuiper presented the Monthly Office Accounts and the Payments and Credits for September 2024 to the Committee.

Moved by: Scott Akkermans

THAT the Executive Committee approves the Monthly Office Accounts and the Payment and Credits for September 2024, as presented.

CARRIED

b. Financial Statements

L. Kuiper presented the Balance Sheets and Comparative Income Statements for September 2024 and the Details of Account for September 2024 to the Committee.

Moved by: Scott Akkermans

THAT the Executive Committee approves the Balance Sheets and Comparative Income Statement for September 2024 and the Details of Account for September 2024, as presented.

CARRIED

6. New Business

There was no new business for discussion.

Moved by: David Cody

THAT the Executive Committee moves into Closed Session to prevent the disclosure of:
 - Confidential Evaluations, Section 19 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED AT 7:30 PM

7. Closed Session

a. Succession Plan & Organization Summary

Closed Session to prevent the disclosure of confidential evaluations under Section 19 of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Agenda Item 7.a – Succession Plan & Organizational Summary: Lenze Kuiper, Chief Administrative Officer, R. Keer, Executive Assistant, and S. Sayer, Accounting Clerk.

b. Chief Administrative Officer Performance Evaluation

Closed Session to prevent the disclosure of confidential evaluations under Section 19 of the *Freedom of Information and Protection of Privacy Act*.

Pursuant to section 197(6) of the *Municipal Government Act*, there were no members of Administration in attendance for Agenda Item 7.b – Chief Administrative Officer Performance Evaluation.

Moved by: David Cody

THAT the Executive Committee moves into Open Session.

CARRIED AT 8:01 PM

8. CAO’s Report

L. Kuiper presented CAO Report to the Committee.

9. Round Table Discussions

Committee members and staff reported on various projects and activities in their respective municipalities.

- 10. Next Meeting** – Board of Directors – December 5, 2024;
 Executive Committee – December 12, 2024
 Executive Committee – January 9, 2025

11. Adjournment

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 8:12 pm.



CHAIR


CHIEF ADMINISTRATIVE OFFICER



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 3.d

Subject: 2025 01 12 - Jane Mollison- Business License for Tourist Home Rate Reduction Consideration Letter

Recommendation: That Council accept the letter from Jane Mollison regarding Business License for Tourist Home Rate Reduction Consideration as information.

Executive Summary:

Correspondence received is provided to Mayor and Council at the subsequent meeting for Council's information.

Relevant Council Direction, Policy or Bylaws:

Bylaw 1041, 2020 Procedure Bylaw

Discussion:

A letter was received from Jane Mollison regarding Business License fee's for tourist homes.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[2025 01 12 - Jane Mollison - Business License Tourist Home Rate.pdf](#)

[2025 01 20 - Jane Mollison Response Letter from CAO.pdf](#)

[REDACTED]
Sent: January 12, 2025 9:07 AM

To: reception <reception@crowstpass.com>

Subject: Re: Business License Invoice Request

Thanks Leigha. I am not going to rant at you, but I must speak to the topmost person, Blair even, regarding this beyond outrageous fee. It was ridiculous enough last year and now it has jumped almost \$600!!! That is MONTHS of GROSS revenue. Please arrange for someone of most seniority to call me.

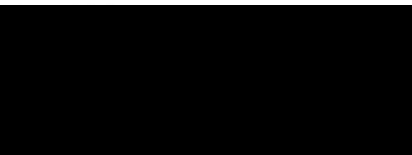
Thanks so much. Once again you are strictly the messenger. Take care.

...Jane:)



January 20, 2025

Jane Mollison



Dear Ms. Mollison,

Re: Tourist Home Business License

Thank you for your correspondence of January 12, 2025 regarding Tourist Home Business Licenses.

Upon review of your letter, I would like to draw your attention the following information:

1. The 2024 Property Taxes for your residence calculated at residential rates were \$3,706.25. Had they been calculated at commercial rates the amount would have been \$6,763.74, which is a difference of \$3,057.49.
2. The rate for the 2025 Business license for your tourist home is \$2,531.42. Had they been calculated at commercial rates the amount would have been \$125.00, which is a difference of \$1,923.46.
3. The combined total that you were invoiced was \$607.96 less than if it was zoned commercial.
4. The difference between the business license fee between 2024 and 2025 is for two reasons. First, your assessment increased from \$349,720 in 2023 to \$391,860 in 2024.

Secondly, the residential millrate was decreased by almost 10% in 2024, thus increasing the gap between residential and commercial millrates. Since the purpose of the tourist home business license in residential is meant to close this gap, this results in a larger business license fee in 2024.

Council had considerable debate regarding allowing tourist homes in residential areas while leaving them taxed at residential rates versus allowing tourist homes but requiring those same homes to undergo rezoning to commercial properties. Council recognized that the rezoning process is very time consuming, and has substantial costs and restrictions placed on commercially zoned properties. They also recognized that as homeowners' needs change over time, the costs and restrictions involved in reverting back to residential rezoning would be cumbersome on the homeowner.

Council therefore took an alternate approach using the business license method in order to retain the flexibility for homeowners, while balancing the playing field for tourist homes operating in commercial districts.

Council had considerable debate at the start of this process prior to implementing the bylaw on Tourist Homes and from tourist home operators asking them to reconsider the business license fee. In the end, they felt this was a balanced approach and did not want to see a change.

We will certainly pass on your request to Council for their information, however we do not believe that they would be inclined to change this practice.

Thank you for your kind attention in this matter.

Yours Truly,

A handwritten signature in blue ink, appearing to read 'Patrick Thomas', with a stylized flourish at the end.

Patrick Thomas, P.Eng., CLGM
Chief Administrative Officer
patrick.thomas@crowstownpass.com

cc: Brian McCulloch, Director of Finance



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 3.e

Subject: 2025 01 20 - Corey Semeniuk - Business License for Tourist Home Rate Reduction Consideration Letter

Recommendation: That Council accept the letter from Corey Semeniuk regarding Business License for Tourist Home Rate Reduction Consideration as information.

Executive Summary:

Correspondence received is provided to Mayor and Council at the subsequent meeting for Council's information.

Relevant Council Direction, Policy or Bylaws:

Bylaw 1041, 2020 Procedure Bylaw

Discussion:

A letter was received from Corey Semeniuk regarding Business License fee's for tourist homes.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[2025 01 20 - Corey Semeniuk - Business License for Tourist Home Rate Reduction Consideration Letter.docx](#)

[2025 01 20 - Corey Semeniuk Response Letter from CAO.pdf](#)

January 19, 2025

Corey Semeniuk



Dear: Bonnie Kawasaki (Municipality Of Crowsnest Pass, Executive Assistant to the CAO)

Hi Bonnie, the reason for reaching out is regarding a Tourist Home business license. My family decided to purchase a house in 2023 in the town of Coleman located at 2306 77 St. We spend a lot of time in the Pass enjoying all it has to offer. Until I retire our house is vacant at least 60% of the time. Last year it was decided to utilize the property as a part time Tourist Home.

In 2024 the property taxes increased which in turn increased my 2025 business license from \$1215.06 to \$2330.90. I inquired with the municipality about how the calculation for a residential business license was determined. Below is what was shared:

The rationale for the fee for business licenses for short term rentals is to create equity between those businesses that are operating in residential zoning and commercial. Short term rentals in commercial districts are taxed at commercial tax rate, but when people operate a business out of a residential home they benefit from being taxed as residential, which is considerably less. The business license fee for tourist home is based on a formula (assessment x 0.00646) to match the taxes that would be paid if the building was commercial, so there is consistency across the municipality for tourist homes or short-term accommodation, and one doesn't have a cost advantage over the other.

Municipality administrative fee schedule for the following business license rates apply:

Short-term rental/ bed and breakfast - \$500/year 4.5 times less than my tourist home

Tourist Home in commercial property - \$125/year 18 times less than my tourist home

Tourist Home in residential property - (.00646 x property assessment, approx. \$2300 for mine)

After reviewing commercial and residential property tax rates, it is true that a commercial property pays more. In total the commercial tax rate (19%-21%) is approximately twice as much as a residential owner (9.5%).

Below are additional points to consider with a commercial property that could give a competitive advantage.

1. Business owners have ability to write off more expenses than short term rental/tourist home properties.
2. Business owners typically have a higher number of units to rent than a short term rental (ie: tourist home). For example, the Charmed resorts has 15 cottages and the Kanata hotel has 49 rooms.
3. The footprint of a commercial property is larger than a residence.
4. Rooms can be booked for one-day vs most tourist homes are a minimum of three days. This provides a better advantage.

Residential short term/tourist houses do provide benefits to the municipality, same as commercial properties. Local cleaners are hired, businesses are supported, neighborhood kids are hired for lawn and driveway upkeep, information for local activities shared with renters (ie: Uplift Adventures, Jo Jo Adventures, Crowsnest Fly Fishing shops, Restaurants, Rebel Sauce, Museums, Tours and Sightseeing) and provide housing during busy times (ie: Sinister 7, Bunny Bonspiel, peak tourist times). Tourist homes also provide the ability for extended stay out of town workers to bring their families for a better experience.

If this information could be reviewed with council for consideration to reduce a tourist home business license fee it would be appreciated. As per above, the main objective is to make the business license fees for residential tourist homes more reasonable and on par with other business licenses.

Please contact me if you have further questions or concerns.

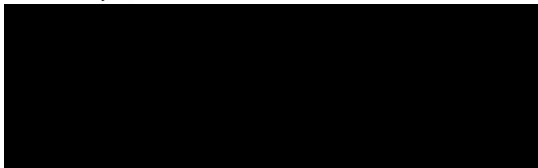
Warm regards,

Corey Semeniuk




January 20, 2025

Corey Semeniuk



Dear Mr. Semeniuk,

Re: Tourist Home Business License

Thank you for your correspondence of January 19, 2025 regarding Tourist Home Business Licenses.

Upon review of your letter, I would like to draw your attention the following information:

1. The 2024 Property Taxes for your residence calculated at residential rates were \$3499.78. Had they been calculated at commercial rates the amount would have been \$6386.94, which is a difference of \$2887.16.
2. The rate for the 2025 Business license for your tourist home is \$2390.39, which is a difference of \$2265.39. As you indicated if it were in a commercial zone, it would have been \$125.00.
3. The combined total that you were invoiced was \$621.77 less than if it was zoned commercial.

Council had considerable debate regarding allowing tourist homes in residential areas while leaving them taxed at residential rates versus allowing tourist homes but requiring those same

homes to undergo rezoning to commercial properties. Council recognized that the rezoning process is very time consuming, and has substantial costs and restrictions placed on commercially zoned properties. They also recognized that as homeowners' needs change over time, the costs and restrictions involved in reverting back to residential rezoning would be cumbersome on the homeowner.

Council therefore took an alternate approach using the business license method in order to retain the flexibility for homeowners, while balancing the playing field for tourist homes operating in commercial districts.

Council had considerable debate at the start of this process prior to implementing the bylaw on Tourist Homes and from tourist home operators asking them to reconsider the business license fee. In the end, they felt this was a balanced approach and did not want to see a change.

We will certainly pass on your request to Council for their information, however we do not believe that they will be inclined to change this practice.

Thank you for your kind attention in this matter.

Yours Truly,



Patrick Thomas, P.Eng., CLGM
Chief Administrative Officer

cc: Brian McCulloch, Director of Finance



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 3.f

Subject: Honourable Todd Loewen, Minister of Forestry and Parks Letter Regarding Wildfire Mitigation of January 22, 2025

Recommendation: That Council accept the letter from Honourable Todd Loewen, Minister of Forestry and Parks Regarding Wildfire Mitigation as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Administration has already started some preliminary conversations in regard to logistically how this would even work, since almost the entire surrounding forest area is Crown land and therefore not within the Municipality's control. From one initial conversation, it appears that this letter may have been sent in error, however Administration will explore further with the Province on this matter. Some of the issues though are managing existing grazing leases, timber rights, mineral rights, and trails, along with general public access and wildlife habitats to find an area that could possibly be a firebreak. There is also already concern of linear disturbances within the Livingstone Porcupine Hills Land Footprint Management Plan and this would intensify that.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[2025 01 22 - AB Minister of Forestry and Parks - Wildfire Mitigation.pdf](#)



ALBERTA
Forestry and Parks

Office of the Minister
MLA, Central Peace - Notley

RECEIVED
JAN 22 2025

AR-21324

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

Dear His Honour Blair Painter:

As Minister of Forestry and Parks, I am very interested in effective wildfire mitigation. While I am pleased that many communities have applied for fireguard funding, I have concerns that the proposals are not broad enough to reduce the negative impacts of a Jasper-like wildfire event.

The 2023 wildfire season in Alberta experienced extreme weather conditions, with 2.2 million hectares of land burned by wildfire and more than 50 communities impacted by the 2023 wildfire season. The recent tragedy of the Jasper wildfire has also highlighted the urgent need for continued investment in mitigation and preparedness measures.

The Forest Resource Improvement Association of Alberta (FRIAA) Fireguard Program is intended for large-scale mitigation work, which will help to bring tree-top wildfires to the ground where they are easier to control. I am requesting that your community take bolder and stronger actions to achieve those objectives.

The province has requested that FRIAA approve funding for community fireguard projects that are designed with the following considerations demonstrated:

- 1) Large fireguards (several hundred meters wide), unless it can be otherwise demonstrated that a smaller guard complements an established mitigation plan;
- 2) All flammable woody fuel and land-clearing debris have been cleared with a long-term strategy in place to maintain the fireguard's fuel-free condition and the absence of hazardous fuels in the zone between the fireguard and the built environment; and
- 3) Identify creative options to reduce treatment and maintenance costs, using merchantable timber revenues, the fibre to support bioenergy such as wood pellet facilities, and grazing to reduce both short-term and long-term costs.

.../page 2

Please continue to work with FRIAA and the local forest area staff to achieve these objectives. My ministry also continues to work with industry on landscape-level strategies to mitigate the risk of wildfire-related impacts on our communities.

Thank you for your commitment to effective wildfire mitigation.

Sincerely,

A handwritten signature in black ink that reads "Todd Loewen". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Honourable Todd Loewen
Minister
Forestry and Parks

cc: Todd Nash - FRIAA Forest Area Manager



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 4.a

Subject: Minutes of the Council Meeting of January 21, 2025

Recommendation: That Council adopt the Minutes of the Council Meeting of January 21, 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 01 21 - Council Meeting Minutes.docx](#)

Municipality of Crowsnest Pass

Council Meeting Minutes

Tuesday, January 21, 2025

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, January 21, 2025.

Council Present:

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

Council Absent:

Vicki Kubik

Administration Present:

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

CALL TO ORDER

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

ADOPTION OF AGENDA

Additions:

Councillor Inquiries and Notice of Motion

- a. Notice of Motion - Request for information wage comparisons for CAO's, remuneration rates for Councils - Councillor Ward

01-2025-01-21: Councillor Glavin moved to adopt the agenda as amended.

Carried

CONSENT AGENDA

02-2025-01-21: Councillor Girhiny moved that Council approve the following Consent Agenda items as presented without debate:

3.a

Crowsnest Cando - Request for a Letter of Support of January 7, 2025

THAT Council accept the Crowsnest Cando - Request for a Letter of Support of January 7, 2025 as information and to provide a letter of support from the Municipality .

3.b

Brandy Fehr, Community Futures - Request for a Letter of Support of December 16, 2024

THAT Council accept the accept Brandy Fehr's request for a Letter of Support for a Grant Application for Business Excellence Training as information and to provide a letter of support from the Municipality.

Carried

ADOPTION OF MINUTES

03-2025-01-21: Councillor Filipuzzi moved to adopt the Minutes of the Council Meeting of January 14, 2025 as presented.

Carried

PUBLIC HEARINGS

None

DELEGATIONS

None

REQUESTS FOR DECISION

Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignation of Block A, Plan 2411511 and Block B, Plan 2411512, containing ±0.053 ha (0.13 acres) within two certificates of title, from no zoning (former road) to Residential – R-1 - First Reading

04-2025-01-21: Councillor Ward moved first reading of Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignation of Block A, Plan 2411511 and Block B, Plan 2411512, containing ±0.053 ha (0.13 acres) within two certificates of title, from no zoning (former road) to Residential – R-1.

Carried

Service Areas Update

05-2025-01-21: Councillor Glavin moved to accept the Service Areas Update as information.

Carried

Rural Municipalities of Alberta (RMA) Spring Convention Attendees

06-2025-01-21: Councillor Sygutek moved that Council appoint Mayor Painter, Patrick Thomas, Chief Administrative Officer and Councillors Ward and Filipuzzi to attend the RMA Convention in Edmonton from March 17-19, 2025.

Carried

Category 3 Grant Request for CNP-W Coal Reunion 125th Anniversary of Coal Mining

07-2025-01-21: Councillor Ward moved that Council approves the Category 3 grant request in the amount of \$1000.00 for the CNP-W Coal Reunion 125th Anniversary.

Carried

COUNCIL MEMBER REPORTS

- Mayor Painter
 - Attended the Foothills Little Bow Municipal Association meeting
 - Updates from the Premier
 - Glen Motz, MLA for Medicine Hat, Cardston, Warner
 - Discussed the harm reduction bill
 - Presentation from Sustain Technologies, Waste Initiative Project
 - They are looking to put a facility in the south which would have a 90% reduction in trash.
 - They are looking for other municipalities to commit to using the facility
 - Presentation from the County of Newell regarding turning that area into a hydrogen hub
 - Testing a conversion of diesel trucks to utilize hydrogen when in idle mode, based on the outcome they will look at building a plant and refill station and hopefully expand throughout Alberta

PUBLIC INPUT PERIOD

None

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

Notice of Motion - Councillor Ward

Councillor Ward gave Notice of Motion that he will be requesting a report from Administration outlining a comparison of compensation for Councillors, a comparison of compensation for CAO's and a comparison of Millrate Information once available.

IN CAMERA

08-2025-01-21: 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 1:33 pm:

- a. Economic Interests of the Public Body – Land Sales Application - FOIP Act Section 25
- b. Economic Interests of the Public Body - Land Sales Application - FOIP Act Section 25
- c. Personal Privacy - Committee Member Resignation - FOIP Act Section 17

Carried

Reconvene

Mayor Painter convened the In Camera meeting at 1:39 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

09-2025-01-21: Councillor Sygutek moved that Council come out of In Camera at 2:17 pm.

Carried

10-2025-01-21: Councillor Girhiny moved that Council counter the offer to \$63,000 to purchase Plan 820L, Block 7, Lot 11, subject to the following conditions:

1. That the Municipality's intention to sell the property for less than its market value is advertised pursuant to section 70 of the Municipal Government Act as an incentive to recover a substantial portion of the taxes in arrears and to make the property developable, as an incentive for economic development.
2. That the applicants are responsible to either consolidate the two portions of Lot 11, Block 7, Plan 820L (Roll Number 1072600 which is the subject property and Roll Number 1072500 which is the property adjacent to the south owned by the applicant) or obtain an easement across Roll Number 1072600 for the gas service that services the building on Roll Number 1072500 or relocate the gas lines servicing Roll Number 1072500, all of which at no cost to the Municipality.
3. The building will be demolished within 3 months of the title transfer.

4. That the applicants are responsible for all legal costs including the legal costs of the Municipality, if any.
5. That this application must be completed by December 31, 2025.

Defeated

11-2025-01-21: Councillor Glavin moved that Council accepts the offer to purchase the road allowance between 13210 15 Ave and 13302 15 Ave subject to the following conditions:

1. That the price be \$3.06 / ft² (\$41,000).
2. That the applicant is responsible for all costs associated with the closure of the subject road portion to public travel.
3. That the applicant is responsible for all costs associated with redesignating the subject lands.
4. That the applicant is responsible for all costs relating to connecting the subject lands to all available services to municipal standards.
5. That the applicant is responsible for all subdivision and survey costs relating to this transaction.
6. That the applicant is responsible for all legal costs associated with this transaction, including the legal costs of the Municipality, if any.
7. That the applicant shall start construction on the site within 24 months of the date of the approval by Council. In the event that the applicant does not begin construction within 24 months, the Municipality retains the option to purchase the lot back from the applicant at 50% of the purchase price.

Carried

12-2025-01-21: Councillor Sygutek moved that Council accept the resignation from Kevin Bergeron from the Parks and Recreation Advisory Committee, and direct Administration to write a letter of thank you for service and to advertise the vacancy.

Carried

ADJOURNMENT

13-2025-01-21: Councillor Filipuzzi moved to adjourn the meeting at 2:20 pm.

Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 5.a

Subject: Bylaw 1210, 2024 - Land Use Bylaw Amendment - Redesignate a portion of Lot 11, Block 7, Plan 820L, containing ± 0.04 ha (0.11 acres) from "Retail Commercial C-1" to "Drive-In Commercial C-2" - Public Hearing

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

Executive Summary:

Bylaw 1210, 2024 was given first reading on December 10, 2024.

Bylaw 1210, 2024 proposes the redesignation of the subject property from "Retail Commercial C-1" to "Drive-In Commercial C-2", for the purpose of submitting a development permit application for "Contractor Services, Limited" (discretionary use).

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, as amended

Discussion:

Public hearing.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

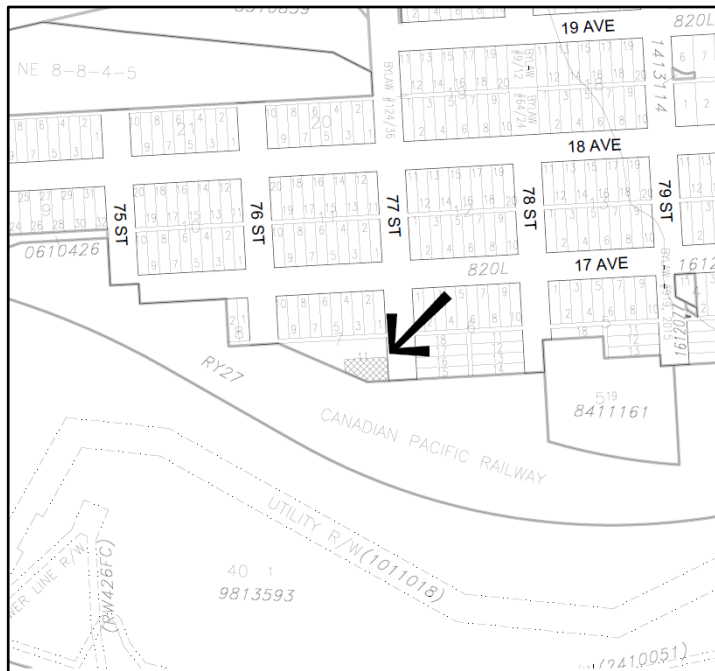
[FORMATTED Bylaw 1210, 2024 - C-1 to C-2 notice.docx](#)

NOTICE OF PUBLIC HEARING
MUNICIPALITY OF CROWSNEST PASS
IN THE PROVINCE OF ALBERTA
PROPOSED BYLAW NO. 1210, 2024


7:00pm, February 4, 2025
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. 1210, 2024, being a bylaw to amend Bylaw No. 1165, 2023, being the municipal land use bylaw.

The purpose of Bylaw No. 1210, 2024 is to redesignate the lands legally described as a portion of Lot 11, Block 7, Plan 820L, containing ±0.04 ha (0.11 acres), as shown on Schedule 'A', from "Retail Commercial – C-1" to "Drive-In Commercial – C-2". The subject lands are known municipally as 1610 77 Street and are located in Coleman.



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

 FROM: RETAIL COMMERCIAL C-1
TO: DRIVE-IN COMMERCIAL C-2

PORTION OF LOT 11, BLOCK 7, PLAN 820L
WITHIN E. 1/2 SEC 8, TWP 8, RGE 4, W 5 M

The purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the "Drive-In Commercial – C-2" land use district.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1210, 2024 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00pm on February 4, 2025. 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@crownsnestpass.com

with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on January 23, 2025. 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@crownsnestpass.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 11th day of December 2024.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 5.b

Subject: Bylaw 1211, 2024 - Land Use Bylaw Amendment - Redesignate the lands legally described as Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" - Public Hearing

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

Executive Summary:

Bylaw 1211, 2024 was given first reading on December 17, 2024.

Bylaw 1211, 2024 proposes to redesignate Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" for the purpose of allowing the landowner to apply for a development permit and Comprehensive Site Development Plan to develop a "Tourism Accommodation", consisting of a combination of micro-cabins and recreational vehicle stalls as long-term leased accommodation. Because the property is located in an urban growth node identified in the Municipal Development Plan for future urban growth, the Land Use Bylaw requires that the proposed "Tourism Accommodation" must be upgraded with a uniform layout and design, landscaping, and hard-surfaced private roads, and that it is serviced with municipal water and wastewater systems.

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
- Municipal Development Plan (Bylaw No. 1059, 2020) - Growth Strategy p. 30 - Tourism "**Become a top tourism destination in the province**".
- North Coleman Area Structure Plan Bylaw 867, 2013

Discussion:

Public Hearing.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED_NOTICE_Bylaw_1211__2024 \(2\).pdf](#)

[Trilogy - Letter of Support.pdf](#)

[2025-01-25 Zimmer Letter Bylaw No 1211 2024.pdf](#)

[2025_01_26_-_Mindy_Pawluk_-_Bylaw1211_2024 \(1\).pdf](#)

[2025 01 27 - Jake Wall - Bylaw 1211,2025.pdf](#)

[2025 01 27 - Tania Wall - Bylaw 1211,2025.pdf](#)

NOTICE OF PUBLIC HEARING

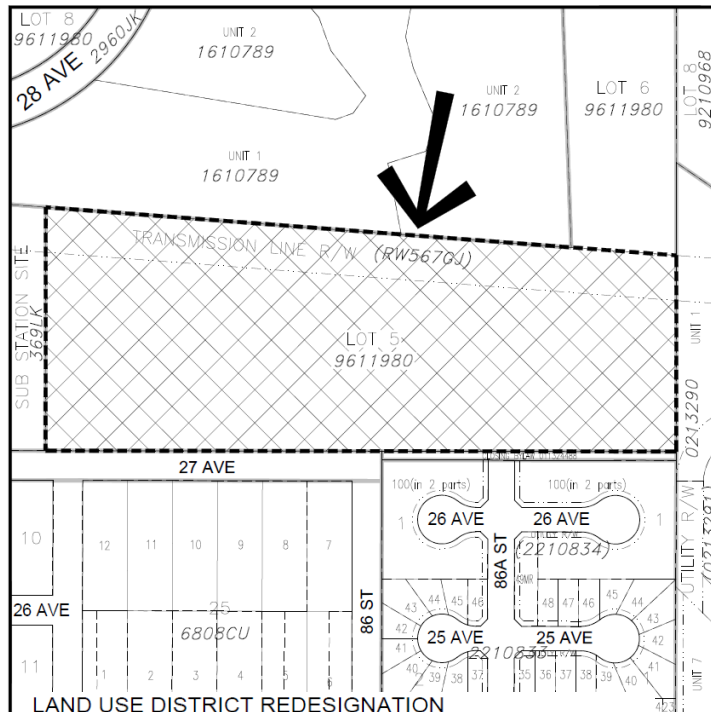
MUNICIPALITY OF CROWSNEST PASS
IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1211, 2024

7:00PM , February 4th , 2025
Municipality of Crowsnest Pass Council Chambers

PURSUANT to sections 216.4, 606, and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, the Council of the Municipality of Crowsnest Pass in the Province of Alberta hereby gives notice of its intention to consider proposed Bylaw No. 1211, 2024, being a bylaw to amend Bylaw No. 1165, 2023, being the municipal land use bylaw.

The purpose of Bylaw No. 1211, 2024 is to redesignate the lands legally described as Lot 5, Plan 961 1980 within the SW¼ 16-8-4-W5M, containing ±6.365 ha (15.7 acres), as shown on Schedule 'A', from "Grouped Country Residential – GCR-1" to "Non-Urban Tourism Accommodation and Recreation – NUTAR". The subject lands are located in Coleman.



LAND USE DISTRICT REDESIGNATION
SCHEDULE 'A'

 FROM: Grouped Country Residential GCR-1
TO: Non-Urban Tourism Accommodation and Recreation NUTAR

LOT 5, PLAN 9611980 WITHIN
SW¼ SEC 16, TWP 8, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

The purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the "Non-Urban Tourism Accommodation and Recreation – NUTAR" land use district.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1211, 2024, will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00PM on February 4th, 2025. 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 January 27th, 2025. 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 18th day of December 2024.



Trilogy Real Estate Group
238 22 Street North
Lethbridge, AB, T1H 3R7

Mayor Blair Painter & Councilors
Municipality Of Crowsnest Pass
PO Box 600
Crowsnest Pass, Alberta, T0K 0E0

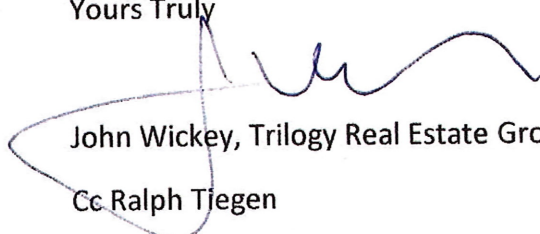
Attention: Bonnie Kawasaki

Dear Mayor & Council Members

RE: Rezoning Lot 5 Plan 961-1980

As owners of the Aurora and Sawback Subdivisions which are adjacent the above noted land owned by Mr. Ralph Tiegen we are in support of his application to rezone the above-mention property to NUTAR land use.

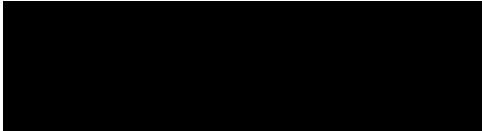
Yours Truly



John Wickey, Trilogy Real Estate Group

Cc Ralph Tiegen

Mary-Lou & Owen Zimmer



January 25, 2025

Municipality of Crowsnest Pass
PO Box 600
Blairmore, AB
T0K 0E0

RE: Public Hearing Notice - Proposed Bylaw No. 1211, 2024, Hearing Date February 4, 2025 7:00pm

Attention: All Members of Council and CAO,

We are writing to express our concern over this proposed land redesignation which proposes to redesignate lands legally described as Lot 5, Plan 961 1980 within the SW¼ 16-8-4-W5M, containing ±6.365 ha (15.7 acres), as shown on Schedule 'A', from "Grouped Country Residential – GCR-1" to "Non-Urban Tourism Accommodation and Recreation – NUTAR". The subject lands are in Coleman.

This land currently would allow a total of 5 residents as GCR-1 and it is proposed to increase dramatically to a much higher density of 100-120 dwellings. This comes along with various changes to the Land Use Bylaws that previously would not allow this sort of development at this location in the Municipality.

Firstly, as a neighboring landowner, we are dismayed that we were not directly informed of this potential development. We have always understood that nearby landowners would be individually contacted as any development or rezoning close to their property could have a material effect on both the value and enjoyment of existing neighbors. We only discovered this development just yesterday when we were reviewing the nature of the recent 70+ acre land sale of our beloved park area in east Blairmore SE1/4 of 35-07-04W5 at below market value.

For Mr. Tiegans property, one wonders what an upgraded Camping Accommodation truly is? If an example is the shanty town known as Green Mountain RV Park, that is a big concern. Green Mountain RV Park is an eyesore to the community.

Further, while it is appreciated that the owner has a desire to preserve the old-growth fir trees, how many realistically would be preserved in this high of density? We contend, at most, a very small fraction if any, like Kananaskis Wilds has proven to be, despite its developer's conceptual drawings.

It is clear to us with the plan of 100-120+ RV sites and micro-cabins jammed into 15 acres of land, that the resulting multitude of campfires would exponentially increase the risk of wildfire in the area which puts our family at risk.


In addition, on a general note, when reviewing the December 17th council meeting notes, it struck us odd that Crowsnest Pass is striving to be a top tourist destination(?). With the recent support by council of Grassy Mountain coal mine and in general, the promotion of extensive coal mining in our area, this is truly an oxymoron. A top tourist destination is diametrically opposed to miles and miles of open strip mining with a load out smack dab in the middle of town. It is one or the other...

Given the same, promoting this development under a land use zone with "Tourist" in the name and stating it as a possible four-season getaway is rather confounding to us. I guess the market will be the ultimate decider of what the potential development, if approved, will turn out to be. In the end of the day, we certainly hope this does not decrease the market value of our property, along with reducing the enjoyment of our acreage.

In summary, careful consideration must be given for this type of development in the center of town.

Thank you for your attention to this important matter. I trust that the views and concerns of the residents of Crowsnest Pass will be taken into account as you deliberate on this issue.

Sincerely,



Mary-Lou & Owen Zimmer

Mindy Pawluk

[REDACTED]
[REDACTED]

January 26, 2025

Municipality of Crowsnest Pass
PO Box 600
Blairmore AB T0K0E0

RE: Proposed Bylaw 1211,2024, Public Hearing February 4th, 2025 7:00pm

To: All Members of Council and CAO,

I am opposed to Bylaw 1211,2024 to rezone this land to NUTAR.

This land is located next to a residential community and should be used for residential housing or acreages. A tourist development has no place in this location. Tourist developments should be located out of town and not negatively impact the residents of the Crowsnest Pass.

Sincerely,

Mindy Pawluk

Jake Wall

RECEIVED

JAN 27 2025

MUNICIPALITY OF
CROWSNEST PASS

January 27, 2025

Municipality of Crowsnest Pass

P.O. Box 600

Blairmore, AB

TOK 0E0

RE: Public Hearing Notice - Proposed Bylaw No. 1211,
2024, Hearing Date February 4, 2025 7:00PM

Attention: All Members of Council and CAO

I am opposed to Bylaw No. 1211, 2024.

This zoning change will create a lot of noise and increased traffic. The Crowsnest Pass community is becoming too cluttered and congested with Cabin (Tiny Homes) and RV sites. The Crowsnest Pass is in need of more single household family homes. There are a lot of families seeking permanent residential or country residential land. Our family spent the past 5 years trying to purchase country residential and we were challenged with many competing offers.

Please don't rezone residential or country residential land because there is no way to reverse this course once you pack in 100 to 120 units.

Sincerely, Jake Wall

Tania Wall

RECEIVED

JAN 27 2025

MUNICIPALITY OF
CROWSNEST PASS

January 27, 2025

Municipality of Crowsnest Pass
P.O. Box 600

Blairmore, AB

TOK QEO

RE: Public Hearing Notice - Proposed Bylaw No. 1211, 2024,
Hearing Date February 4, 2025 7:00PM

Attention: All members of **Council** and CAO

I am strongly opposed to Bylaw No. 1211, 2024.

This land is steep in grade and has a lot of old growth fir trees. Currently, the land use is for Group Country Residential which helps this area maintain a buffer zone for wildlife and native plants. If this land is rezoned into an RV park or cabin (tiny home) land use it will become congested with 100 to 120 units. This is quite excessive considering the large amount of RV and cabin options and Airbnb options and hotel options that our community of the Crowsnest Pass already has. Our community is more in need for Country Residential or residential zoning.

Sincerely, Tania Wall



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 7.a

Subject: Bylaw 1210, 2024 - Land Use Bylaw Amendment - Redesignate a portion (Roll Number 1072500) of Lot 11, Block 7, Plan 820L, containing ± 0.04 ha (0.11 acres) from "Retail Commercial C-1" to "Drive-In Commercial C-2" - Second and Third Reading

Recommendation: That Council gives second and third readings of Bylaw 1210, 2024.

Executive Summary:

Bylaw 1210, 2024 proposes the redesignation of the subject property from "Retail Commercial C-1" to "Drive-In Commercial C-2", for the purpose of submitting a development permit application for "Contractor Services, Limited" (discretionary use).

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, as amended

Discussion:

If the redesignation is successful, the applicant intends to apply for a development permit for "Contractor Services, Limited" to operate a plumbing and heating business from the existing building in the southwest area of Downtown Coleman. The building was constructed in 1925, and has operated a similar use since 1999 (probably in non-compliance or as a non-conforming use), but it is presently vacant. The proposed redesignation would bring this type of use into compliance with the land use bylaw.

The adjacent properties are predominantly in the "Retail Commercial C-1" district. A property in the block across 77 Street as well as three properties on the west end of Downtown Coleman on 17 Avenue and 75 Street are in the "Drive In Commercial C-2" district, which is what the applicant proposes for the subject property. The railway and other lands to the south are located in the "NUA-1" district. The land use designations of the area are shown in the attached Land Use Map.

The subject property is a portion (Roll Number 1072500) of Lot 11, Block 7, Plan 820L, owned by the applicant for this redesignation application. The other adjacent portion of Lot 11, Block 7, Plan 820L is Roll Number 1072600, owned by the Municipality.

Analysis of Alternatives:

1. Following the public hearing, Council may consider second and third readings of Bylaw 1210, 2024.
2. If additional information is required by Council and/or amendments to the Bylaw are proposed by Council prior to second reading, Council may postpone second reading of Bylaw 1210, 2024 and provide direction to Administration. Substantial changes to the Bylaw will require Council hold a second public hearing prior to considering Bylaw 1210, 2024 for second and third reading.
3. Council may defeat Bylaw 1210, 2024.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1210, 2024 - C-1 to C-2.docx](#)

[Bylaw 1210, 2024 - Schedule A.pdf](#)

[Bylaw 1210, 2024 - Schedule A Aerial Photo.pdf](#)

[Land_Use_Map_-_Bylaw_1210__2024.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1210, 2024
LAND USE BYLAW AMENDMENT
Redesignate portion of Lot 11, Block 7, Plan 820L

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 a portion of Lot 11, Block 7, Plan 820L, containing ±0.04 ha (0.11 acres), from “Retail Commercial – C-1” to “Drive-In Commercial – C-2”, 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 lands in accordance with the provisions of the “Drive-In Commercial – C-2” land use district.

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

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

1. The Land Use District Map be amended to redesignate the lands legally described as a portion of Lot 11, Block 7, Plan 820L, containing ±0.04 ha (0.11 acres), from “Retail Commercial – C-1” to “Drive-In Commercial – C-2”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

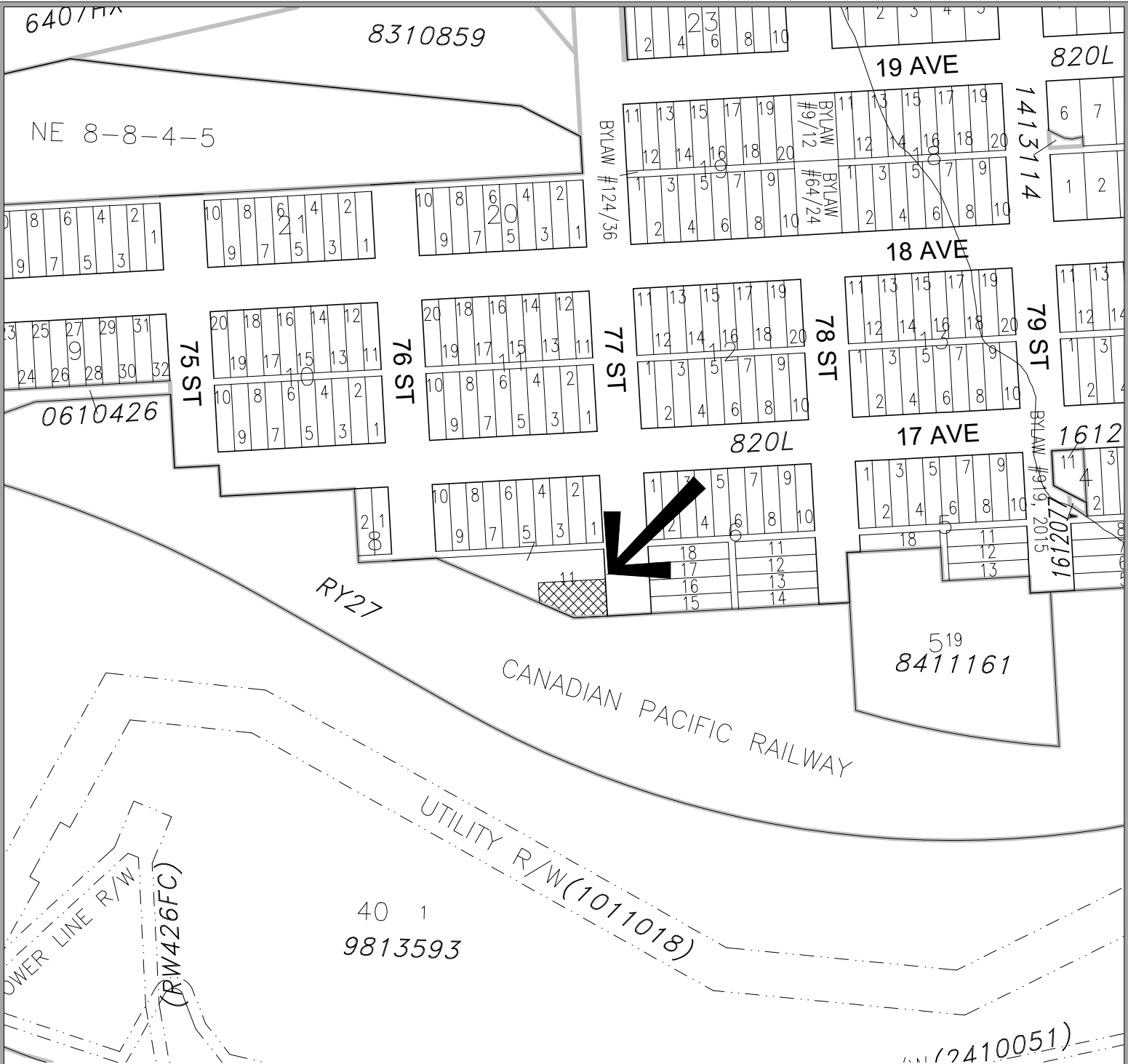
READ a **first** time in council this _____ day of _____ 2024.

READ a **second** time in council this _____ day of _____ 20__.

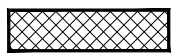
READ a **third and final** time in council this _____ day of _____ 20__.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



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



**FROM: RETAIL COMMERCIAL C-1
TO: DRIVE-IN COMMERCIAL C-2**

PORTION OF LOT 11, BLOCK 7, PLAN 820L
 WITHIN E. 1/2 SEC 8, TWP 8, RGE 4, W 5 M
 MUNICIPALITY: CROWSNEST PASS (COLEMAN)
 DATE: NOVEMBER 4, 2024

Bylaw #: 1210, 2024
 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"



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

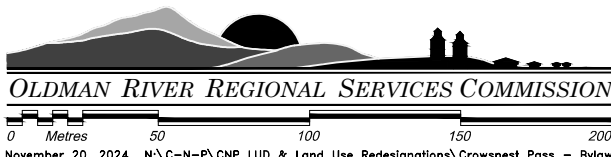
Aerial Photo Date: May 19, 2021



FROM: RETAIL COMMERCIAL C-1
TO: DRIVE-IN COMMERCIAL C-2

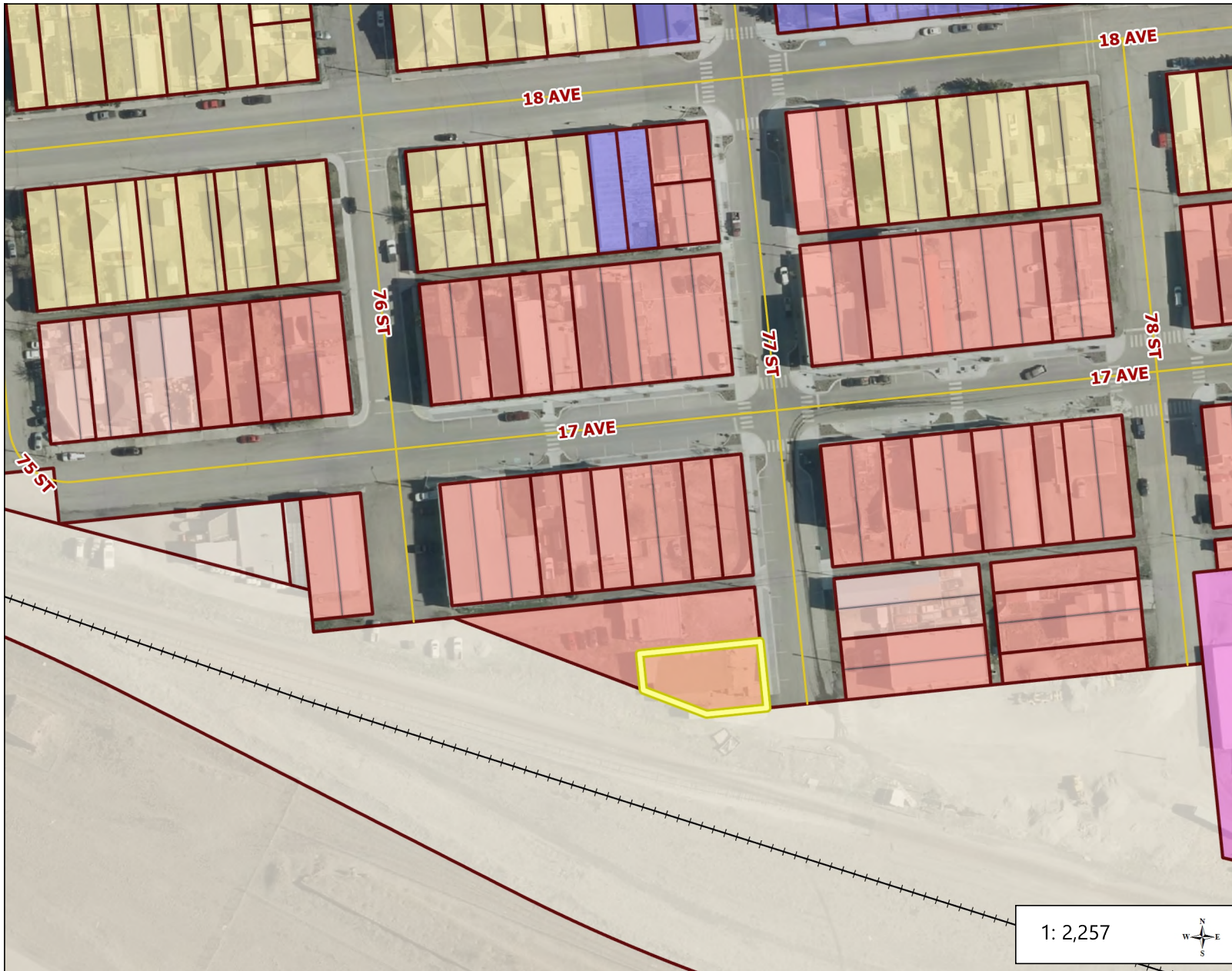
PORTION OF LOT 11, BLOCK 7, PLAN 820L
WITHIN E. 1/2 SEC 8, TWP 8, RGE 4, W 5 M
MUNICIPALITY: CROWSNEST PASS (COLEMAN)
DATE: NOVEMBER 4, 2024

Bylaw #: 1210, 2024
Date: _____



MAP PREPARED BY:
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Municipality of Crowsnest Pass - Land Use Districts



Legend

Land Use Districts

- RESIDENTIAL R-1
- RETAIL COMMERCIAL C-1
- DRIVE-IN COMMERCIAL C-2
-

Notes

Crowsnest Pass

0.1 0 0.06 0.1 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere
© OpenStreetMap contributors

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



Municipality of Crowsnest Pass Request for Decision

Meeting Date: February 4, 2025

Agenda #: 7.b

Subject: Bylaw 1211, 2024 - Land Use Bylaw Amendment - Redesignate the lands legally described as Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" - Second Reading

Recommendation: That Council considers second reading of Bylaw 1211, 2024 (i.e. give "in principle" approval), and defer third reading of the bylaw pursuant to Administration s. 28.5 of the Land Use Bylaw to allow the applicant to make subdivision and development permit applications.

Executive Summary:

Bylaw 1211,2024 was given first reading on December 17, 2024 and a Public Hearing was scheduled for February 4, 2025.

Bylaw 1211, 2024 proposes to redesignate Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" for the purpose of allowing the landowner to apply for a development permit and Comprehensive Site Development Plan to develop a "Tourism Accommodation", consisting of a combination of micro-cabins and recreational vehicle stalls as long-term leased accommodation. Because the property is located in an urban growth node identified in the Municipal Development Plan for future urban growth, the Land Use Bylaw requires that the proposed "Tourism Accommodation" must be upgraded with a uniform layout and design, landscaping, and hard-surfaced private roads, and that it is serviced with municipal water and wastewater systems.

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
- Municipal Development Plan (Bylaw No. 1059, 2020) - Growth Strategy p. 30 - Tourism "*Become a top tourism destination in the province*".
- North Coleman Area Structure Plan Bylaw 867, 2013

Discussion:

The Context of the Subject Property

(see the attached *Application - Supporting Materials* provided by the applicant)

- The proposed land use redesignation is intended to facilitate the development of the parcel for "Tourism Accommodation" in the form of a combination of approximately 100 micro-cabins and RV stalls (i.e. resort accommodation and camping accommodation) for long-term leased accommodation. Because the property is located in an urban growth node identified in the Municipal Development Plan, the proposed development is required to be upgraded from a traditional campground to include full services (no camping equipment, e.g. generators or wood stoves), hard-surfaced roads, comprehensive and uniform design and layout, landscaping, etc.
- The subject property has intermediately steep grades of 13% to 25%, which may present some challenges for traditional residential development. The alternative development of a "Tourism Accommodation" may potentially be a less challenging option for this specific property.
- The existing land uses of the subject property and surrounding area are illustrated on the attached Land Use Map.
- Challenges with developing the property for typical urban residential development include the Alta Link transmission line restrictions, steep grades, and the landowner's desire to preserve the old-growth fir trees, which is a policy statement in the North Coleman Area Structure Plan. The current land use district being Grouped County Residential GCR-1 limits a potential subdivision to 3-acre minimum lot size, which would result in less than five parcels after public road dedication and Environmental Reserve dedication, and perhaps may not be the best use of these lands, given the present housing needs. The proposed private development on the other hand would increase density for tourism accommodation and affordable housing to approximately 100 units. The vision with this type of development is that it may begin with a combination of micro-cabins and RV sites, and may transition over time where the RV stalls are phased out for micro cabins and larger luxury cabins. This has been the case in other tourist destinations such as Castle Mountain Resort.
- The proposed development will require coordination of municipal water and wastewater infrastructure and emergency exit / secondary access between the applicant and the Trilogy Real Estate Group, who is the owner of the land adjacent to the north of the subject property (known as Sawback Ridge) and the land adjacent to the south of the subject property (the Aurora subdivision). It is understood that this coordination is already occurring.
- The Trilogy Real Estate Group submitted a letter in support of the redesignation application for the subject property (attached).

Council Identified a Need to Update Provisions in the Land Use Bylaw for Tourism Accommodation

- Few mountain communities in North America exist without a tourism sector, or in many cases a reliance on the tourism industry. The MCNP experiences tourism growth as a result of the Pass

Powderkeg Ski Hill, Frank Slide Interpretive Centre, the Crowsnest Pass Golf Club, the heritage buildings and archeologic sites, the increasing popularity of mountain biking trails, and the provincial and national parks with their evolving hiking trails throughout the community and the surrounding region. Provincial and federal governments have identified Southern Alberta as a tourism growth region. Tourists have always been interested in the region for camping in the great outdoors but more and more it appears that a significant portion of tourists flock to the community's urban centres to experience the cultural and social aspects of what these have to offer.

- There appears to be a market demand to develop tourist resorts with a range of accommodation types of various forms of dwelling units (rowhouses, apartments) and high-end cabins, but that also includes a portion of enhanced "camping accommodation".
- Pro-actively, in the 2021 Municipal Development Plan (MDP) Council took a strong policy position to support tourism as a future growth sector for the Crowsnest Pass by stating in the Growth Strategy on p. 30 of the MDP as follows: "**Become a top tourism destination in the province** and capitalize on the economic spin-offs from tourism driven development". On p. 33 of the MDP future growth nodes are described as accommodating "... residential neighbourhoods **as well as non-residential sector growth**". On p. 42 of the MDP: "Growth nodes will be developed **based on market demand**"
- ***Council's vision for the Crowsnest Pass to become one of the top tourist destinations in the province, supported by the expectation of tourism growth, required that the MDP policy was implemented by an appropriate land use bylaw amendment, otherwise it would remain just a policy that does not provide practical direction for development decision-making.*** Based on the observed trend, perceived or otherwise, of increased tourism interest in the urban centres, and the fact that the Municipality's land use bylaw at the time only provided for tourism development in the non-urban areas, on 28 May 2024 Council adopted a comprehensive land use bylaw amendment that introduced the Urban Tourism Accommodation and Recreation District and the Non-Urban Tourism Accommodation District, with associated standards for "Tourism Accommodation" and revamping of all associated land use definitions, and the establishment of development standards.
- The current (amended) land use bylaw provides for "Tourism Accommodation" to include "resort accommodation" (various types of dwelling units) and/or "camping accommodation" (tents, RVs, and cabins that may involve the use of camping equipment such as generators). It establishes standards for "Tourism Accommodation" in a manner that provides site-specific flexibility, where the details of the development would be provided in a Comprehensive Site Development Plan that supplements a development permit application, and that will support decision making by the Development Authority on a case-by-case basis.
- Comparison – UTAR and NUTAR Districts - A table is attached that compares the features of the UTAR and NUTAR districts.
- Comparison – "Tourism Accommodation" – Small vs. Large - A table is attached that compares the features of the two types of "Tourism Accommodation" – small versus large. The applicant proposes a "Tourism Accommodation, Large".

- The present application to redesignate the subject property to the NUTAR District is the first application proposing to implement the new provisions that Council adopted in the land use bylaw.

“Campgrounds” and “Resorts” in the Urban Growth Nodes

- ***Upgraded Camping Accommodation*** - Policy 3.1.7 of the Municipal Development Plan discourages the location of “traditional” campgrounds that rely on the use of camping equipment such as generators and wood stoves, tourist parks with short-term rental cabins, and golf courses in the urban growth nodes. While this direction to exclude “traditional” campgrounds from the growth nodes is generally a prudent approach, in May 2024 Council adopted the Tourism Accommodation land use bylaw amendment to allow for “camping accommodation” in an urban growth node subject thereto that specific criteria were met relative to the upgrading of such a development from the “traditional” campground style.
- One such criterion is that where “camping accommodation” (i.e., cabins and RVs) is proposed in a “Tourism Accommodation” development that is located in an urban growth node, the development should be significantly upgraded from a “traditional” campground or recreational vehicle park that typically has gravel roads, individual random site design and fencing, a lack of landscaping, etc. The land use bylaw requires that a “Tourism Accommodation” in an urban growth node that includes “camping accommodation” must be designed and constructed to meet enhanced development standards and quality such that the development is not the same as what is traditionally thought of as a “campground” or a “recreational vehicle park”. This could include hard-surfaced roads, uniform layout, design and fencing, high quality landscaping, full services (municipal water, municipal wastewater, gas, and electric - which would for example eliminate the use of camping equipment such as wood stoves and generators). Another criterion for “camping accommodation” (cabins and RV stalls) in an urban growth node is that the form of ownership should encourage long-term occupancy instead of short-term rental.
- ***Non-residential Sector Growth in the Urban Growth Nodes*** - The policy direction on p. 33 of the MDP includes non-residential sector growth in the urban growth nodes (“... residential neighbourhoods **as well as non-residential sector growth**”). This would typically include commercial recreational development, such as the proposed “Tourism Accommodation” development on the subject parcel.

Meeting a Specific Housing Need

- The North Coleman ASP covers the largest urban growth node (1,588 acres), of which the subject property (15 acres) is a small portion. The ASP notes that multi-family units, ***rental units***, and ***affordable housing*** should be the priority housing types in this area. The North Coleman growth node in the MDP contains large areas in the Nez Perce ASP and the Sawback Ridge ASP where country residential development is proposed, which does not address the current and future housing priority needs. The proposed “Tourism Accommodation” with long-term rental units addresses the identified housing needs.

Responding to Market Demand

- The MDP recognizes that growth nodes “... will be developed **based on market demand** and the readiness of property owners and developers” (p.42). The North Coleman ASP states that the Coleman growth node contains areas in the Nez Perce ASP and the Sawback Ridge ASP that are not readily serviceable for traditional, higher density residential development in accordance with the current and future housing priority needs, **unless significant expenses are made to water and wastewater infrastructure** (e.g. a new higher located water reservoir and the looping of infrastructure). The cost associated with these infrastructure improvements (expected to be multiple millions of dollars) may render the subject property and other areas in the North Coleman ASP unfeasible for traditional residential development in accordance with the current and future housing priority needs for many years to come, because it would reduce the profit margins necessary to attract that type of development interest. The development on the subject property of an upgraded, high quality “Tourism Accommodation” (“resort accommodation” and “camping accommodation” in the form of RVs and cabins) that addresses the identified rental accommodation and affordable housing needs, could possibly be developed without requiring the magnitude of cost for the identified infrastructure improvements to the same extent as it would for traditional, higher density priority housing needs*.

*(see the attached extract from Alberta “Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems, Part 4 Wastewater Systems Guidelines”, which illustrates the variances in the design volume of wastewater, and by implication the design volume of drinking water, between various types of development. Note the significant variance between “campsites” and “recreational vehicle park” vs. other types of development.

Shifting Housing Trends and Innovative Affordable Housing Options

- The Land Use Bylaw provides for a portion of the accommodation units in a “Tourism Accommodation” to be used for permanent residential occupancy. In addition to the traditional housing stock and increasingly, continuously shifting housing trends, this could support existing residents and a growing population, all of whom have varying needs, by facilitating the development of innovative residential options that meet the identified housing need (see the North Coleman ASP p. 27).
- Innovative housing is also supported in Policy 2.3.3 of the MDP (p. 63), in which “... alternative housing forms should be incorporated into communities where appropriate, such as **cluster housing, tiny homes** and mixed-use buildings”.

The North Coleman Area Structure Plan (ASP) - see the attached extract

- The North Coleman ASP (Bylaw 867, 2013) is a major, high-level ASP that contains eight development sub-areas with a total area of 643 ha (1,588 ac).
- The ASP provides high-level, generalized policies and servicing concepts for future development in the sub-areas.
- The ASP recommends that the removal of mature forest canopy should be minimized. (p. 29)
- The ASP does not provide a servicing concept for the subject parcel however, it identifies the opportunity to provide a looping connection for water and wastewater services through the

subject property between Kananaskis Wilds, Sawback Ridge and the future development in the adjacent Sub-Area 5 (south of the subject property). The new Aurora subdivision and several undeveloped parcels that are presently being considered for development are located in Sub-Area 5. The purpose of the looping connection is to improve municipal system performance and water quality in this area of Coleman. (p. 19)

- The subject property and the Sawback Ridge area are in Sub-Area 4 of the North Coleman ASP, together with adjacent existing developments such as Kananaskis Wilds subdivision.
- The ASP states that there is no urgency (in 2013) to expand the water and wastewater services in Sub-Area 4, and that this should only be considered as a long-term strategy with low priority (in 2013), and only if a sustainable balance can be achieved between revenue and maintenance cost. (p. 20) **Administration offers the opinion that with several undeveloped parcels in Sub-Area 5, and Sub-Area 4 being considered for development in the next few years, the development of the subject parcel for the proposed use provides the opportunity to implement the looping connection.**
- The ASP states that the proposed future land uses and servicing strategies in some of the Sub-Areas depend upon the construction of a new water reservoir at a higher elevation than the existing reservoir. It is not clear from the ASP whether or not this applies to the proposed looping connection through the subject parcel for water service. (p. 24)
- The ASP recommends that development and its sequencing should provide for logical water service extension, should respond to market demand, and should conform to the growth objectives of the Municipality. (p. 29)
- The ASP provides a concept plan of future potential land uses, and states that the land use pattern is intended to serve as a general scenario to guide the preparation of detailed conceptual plans for specific parcels or areas. The ASP states that market conditions will determine if and when any development areas as depicted in the ASP would proceed as proposed. (p. 29)
- The ASP states that the existing country residential subdivisions (such as Kananaskis Wilds, Capron Estates) and proposed country residential development (such as Sawback Ridge in 2013) in Sub-Area 4, including the subject property as “grouped country residential”, are expected to continue (p. 31)
- The ASP identifies multi-family units, rental accommodation, affordable housing, and seniors’ housing as the type of residential development needed in Coleman. It specifically suggests these types of land uses for Sub-Area 5, which is immediately adjacent to the south of the subject parcel. (p. 27 and Figure 9 Concept Plan)
- The ASP states that *“No commitment is made or implied by the Municipality of Crowsnest Pass to approve the (ASP) land use concept as presented herein or to provide the services or improvements as presented in this Study”*. (page 29)
- **Administration offers the observation that, given the generality of the servicing and land use concepts of the North Coleman ASP, the ASP does not promote nor prohibit the development**

of the subject property for the proposed “Tourism Accommodation”, or the servicing of the subject parcel with municipal water and wastewater infrastructure. Likewise, the proposed redesignation is not contrary to the policies or land use and servicing concepts of the North Coleman ASP. Therefore, Administration offers the opinion that an amendment to the North Coleman ASP is not required for the proposed redesignation, would not serve any purpose, and that the present redesignation application and bylaw process will achieve the same objective through a public hearing.

Proposed Implementation of Redesignation Bylaw and Development Permit

- After a public hearing has been held and Council has had an opportunity to consider public input, if Council wanted to proceed with Bylaw 1211, 2024, it is recommended that the bylaw is paused after second reading (which would confirm Council's "in-principle approval" subject to the developer obtaining a development permit). This would mean that third reading of the bylaw is deferred until the applicant has applied for and obtained a development permit supported by a Comprehensive Site Development Plan, to give the Development Authority an opportunity to consider the quality of the proposed development to determine whether or not the proposed development meets the criteria required for accommodating a Tourism Accommodation with resort accommodation and camping accommodation in an urban growth node.
- If a development permit was obtained, then Council should proceed with third reading of the bylaw to complete the process. If development approval was not obtained within two years from the date of first reading of the bylaw, then the bylaw would expire by default, or if the development permit was refused and the refusal was not successfully appealed, then the bylaw would come back to Council to be defeated.
- The deferred bylaw approach prevents the unnecessary / premature redesignation of land where a development permit is not ultimately obtained.

Analysis of Alternatives:

1. Following the public hearing, Council may consider second reading of Bylaw 1211, 2024 (i.e. give "in-principle approval", but withhold third reading at this time to allow the developer to obtain a development permit).
2. If additional information is required by Council and/or amendments to the bylaw are proposed by Council prior to second reading, Council may postpone second reading of Bylaw 1211, 2024 and provide further direction to Administration. Substantial changes to the bylaw will require Council hold a second public hearing prior to considering second reading of the bylaw.
3. Council may defeat Bylaw 1211, 2024.

Financial Impacts:

N/A

Attachments:

[Application_-_Supporting_Materials_-_revised 2.pdf](#)

FORMATTED Bylaw 1211, 2024.docx
Trilogy Real Estate Group - Letter of Support Ralph Tiegen Property.pdf
Bylaw 1211, 2024 -Schedule A.pdf
Bylaw 1211, 2024 - Schedule A with 2021 Aerial Photo.pdf
Land Use Map.pdf
Comparison - UTAR and NUTAR Districts.pdf
Comparison - Tourism Accommodation - Small and Large.pdf
North Coleman ASP - extracts.pdf

November 13th, 2024

Application to rezone Lot 5 Plan 961 1980 from GCR-1 to NUTAR
Reason for proposed Land Use Amendment

This Land Use Amendment application is intended to rezone Lot 5 Plan: 9611980 from Group Country Residential (GCR-1) to the newly developed Non-Urban Tourism Accommodations & Recreation (NUTAR). This development would consist of site-built cabin-style homes (tiny homes) and RV dwellings which would offer both full-time and recreational use. With the growing attraction to the Crowsnest Pass for both permanent residence and recreation properties, the indicators are that the demand is growing for this type of development. We envision some areas restricted by utility easement and grade issues to be permanent RV site but the majority of the sites to be cabins. At this point, we are speculating the demand is here for these cabins, but if the demand is slower than expected, we would put RV's on some cabin sites and replace them with cabins as the market grows. This option would ensure the immediate viability of the development. We project this development will accommodate about 100 to 120 units. We would develop the east side first (Phase I). The west side would be Phase II and would be developed after Phase I success is proven. Because this is an exceptional property offering grand views, with southern exposure and town services, we believe a well thought out plan will make these highly sought after properties.

At this point we are intending to lease the lots on long term leases and manage the development much like a Manufactured home community is managed.

We are faced with several challenges developing this property such as Alta Link transmission line restrictions, paired with the long narrow shaped property consisting of steep grades, and the preservation of old-growth fir trees.

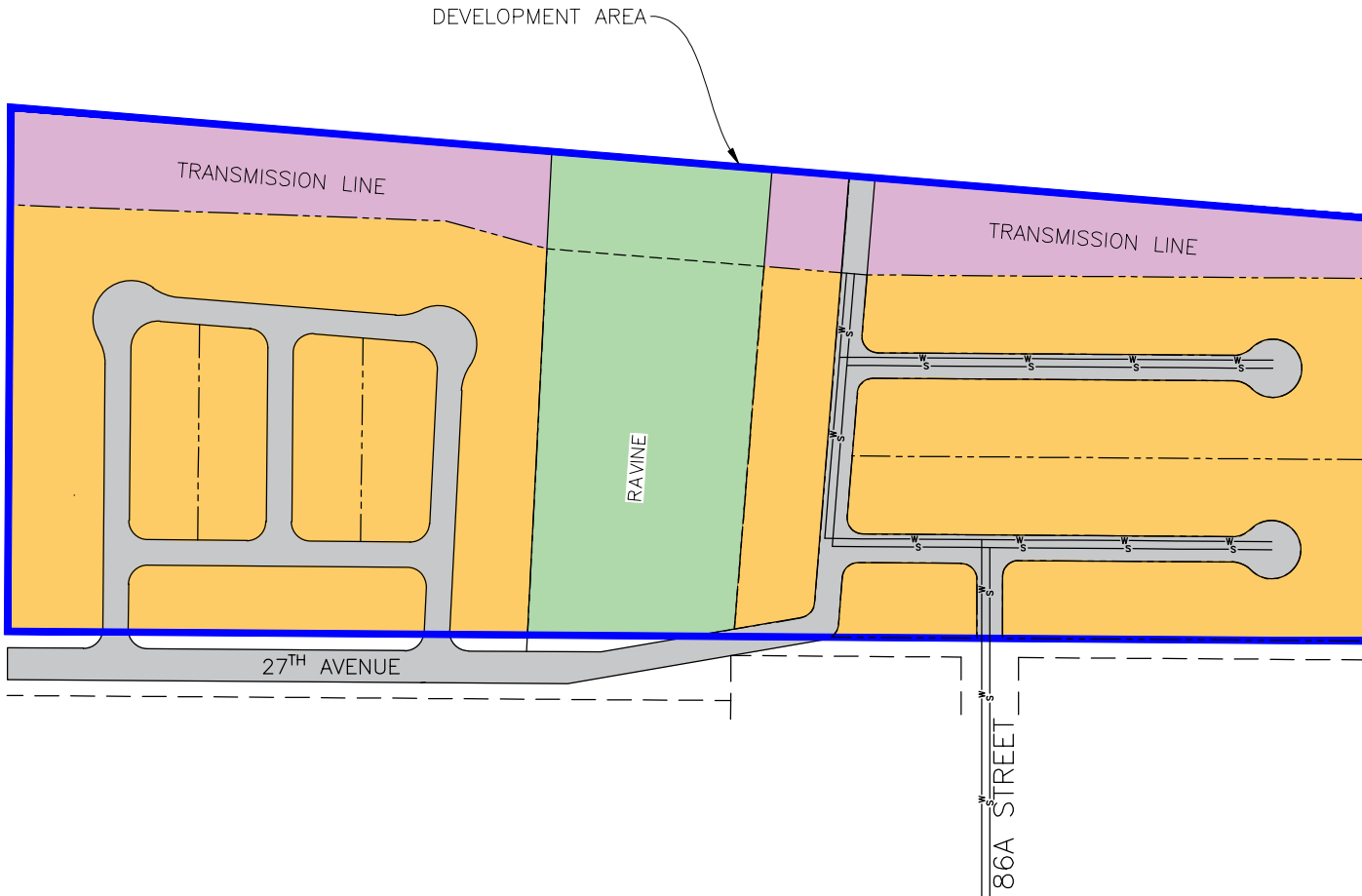
This development would increase density from its present zoning, which only allows the property to be subdivided into a maximum of five 3 acre parcels. With the construction of the Aurora development, the feasibility of this development is now practical as both site access and utilities are now available. Development of this property will allow for the water main looping and sewer service to Sawback. The storm water runoff will be managed in a way that the neighboring properties on the lower side will not be negatively affected and the natural watershed course of the ravine that is shared with the neighboring property to the north (Sawback) will naturally manage the storm water runoff.

Our new community would be a uniform, well-landscaped development with hard surfaced roads where residents can enjoy a sense of local community. We will be providing an option for locals and newcomers to downsize from the traditional family-style home, moving into a community where large yard maintenance is replaced with thoughtful landscaping, planting with Indigenous species and architectural controls. Mindful home orientation will maximize the spectacular, sought-after views of the Rocky Mountains. The homes could be a four season getaway for some, and a full-time residence, perhaps a retirement home for others. For locals down sizing, this will free up existing homes in the community for our growing population. For first-time buyers, these will be attainable homes. A smaller home footprint designed with maximum efficiency will attract energy-conscious buyers and with prevailing southern exposure an opportunity to supplement with solar, offsetting high energy costs. The southern exposure enables year-round passive heating. The property's challenging topography can be used to achieve a sense of privacy that follows the contours of the natural landscape.

Respectfully submitted,


Ralph Tiegén

C:\Users\jwm\OneDrive\Documents\2024\11\13\9611980\9611980_P08438_P08438.dwg (AutoCAD 2024) (11/13/2024 11:40)



 TINY HOMES/RV LOTS

 ROADS

LEGEND / NOTES

- S— PROPOSED SANITARY
- W— PROPOSED POTABLE

ALL DIAMETERS ARE IN m UNLESS OTHERWISE SPECIFIED.

ISSUE	DATE	REVISION DESCRIPTION
0	13NOV24	PRELIMINARY

WILDE BROTHERS
ENGINEERING LTD.
PERMIT TO PRACTICE
P08438

WILDE BROS. ENGINEERING LTD.
Raymond, Alberta

TIEGEN CONTRACTORS INC.

LOT 5 PLAN 9611980
COLEMAN, ALBERTA
PRELIMINARY CONCEPT
SUBJECT TO CHANGE

DESIGNED: JMD	CHECKED: DJW
DRAWN: JMD	JOB: 9924-08
SCALE: 1:1500	DIMENSIONS: METERS
DATE: 13 NOVEMBER 2024	DRAWING No: 1

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1211, 2024
LAND USE BYLAW AMENDMENT – Redesignate Lot 5, Plan 961 1980

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 5, Plan 961 1980 within the SW¼ 16-8-4-W5M, containing ±6.365 ha (15.7 acres), from “Grouped Country Residential – GCR-1” to “Non-Urban Tourism Accommodation and Recreation – NUTAR”, 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 lands in accordance with the provisions of the “Non-Urban Tourism Accommodation and Recreation – NUTAR” land use district.

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

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

1. The Land Use District Map be amended to redesignate the lands legally described as Lot 5, Plan 961 1980, containing ±6.365 ha (15.7 acres), from “Grouped Country Residential – GCR-1” to “Non-Urban Tourism Accommodation and Recreation – NUTAR”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

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

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

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Trilogy Real Estate Group
238 22 Street North
Lethbridge, AB, T1H 3R7

Mayor Blair Painter & Councilors
Municipality Of Crowsnest Pass
PO Box 600
Crowsnest Pass, Alberta, T0K 0E0

Attention: Bonnie Kawasaki

Dear Mayor & Council Members

RE: Rezoning Lot 5 Plan 961-1980

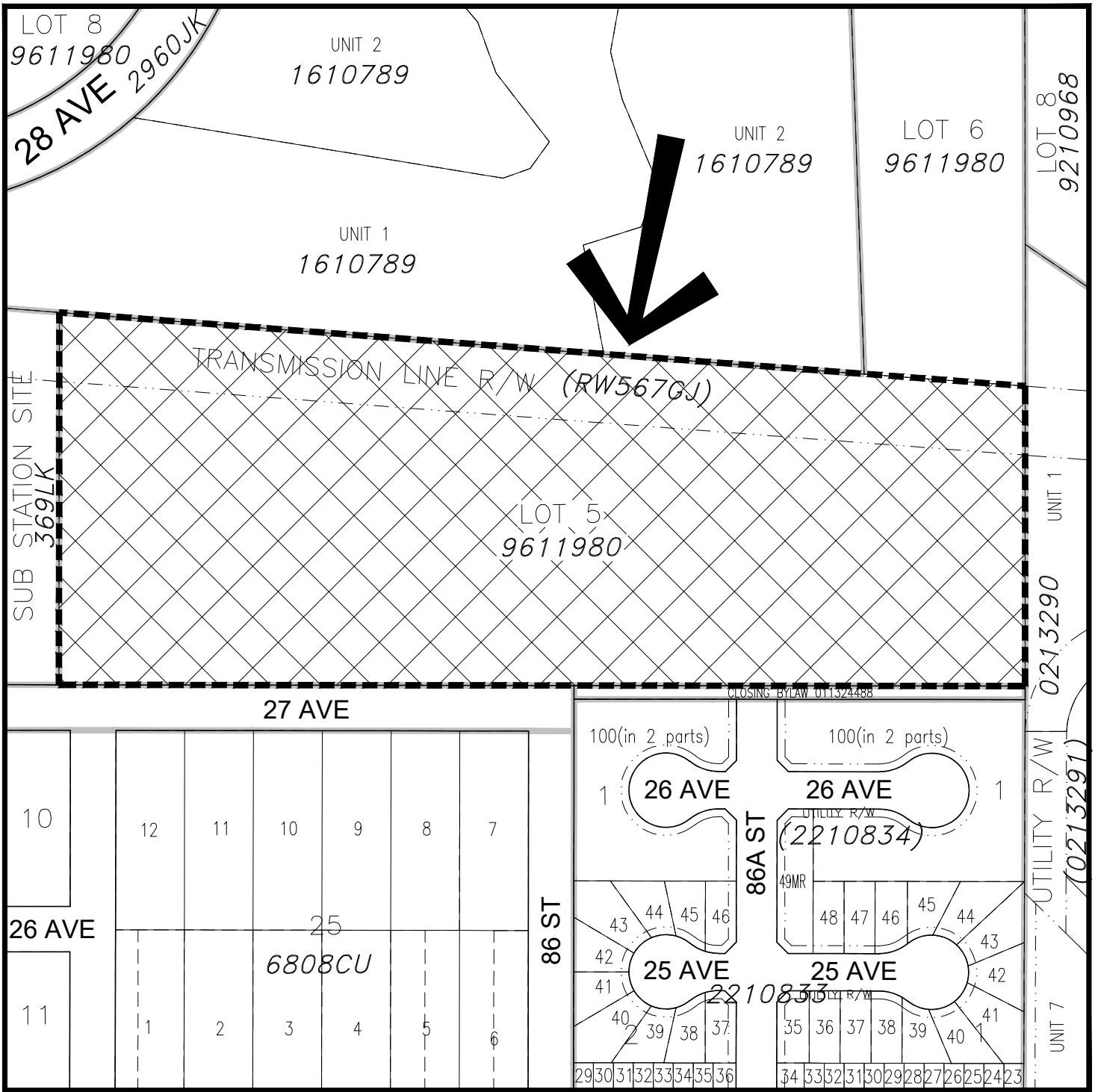
As owners of the Aurora and Sawback Subdivisions which are adjacent the above noted land owned by Mr. Ralph Tiegen we are in support of his application to rezone the above-mention property to NUTAR land use.

Yours Truly



John Wickey, Trilogy Real Estate Group

Cc Ralph Tiegen



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

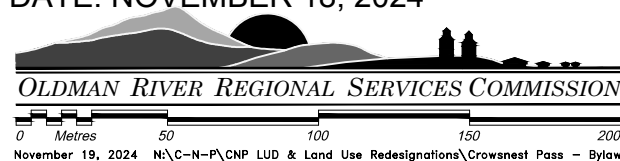


FROM: Grouped Country Residential GCR-1
TO: Non-Urban Tourism Accommodation and Recreation NUTAR

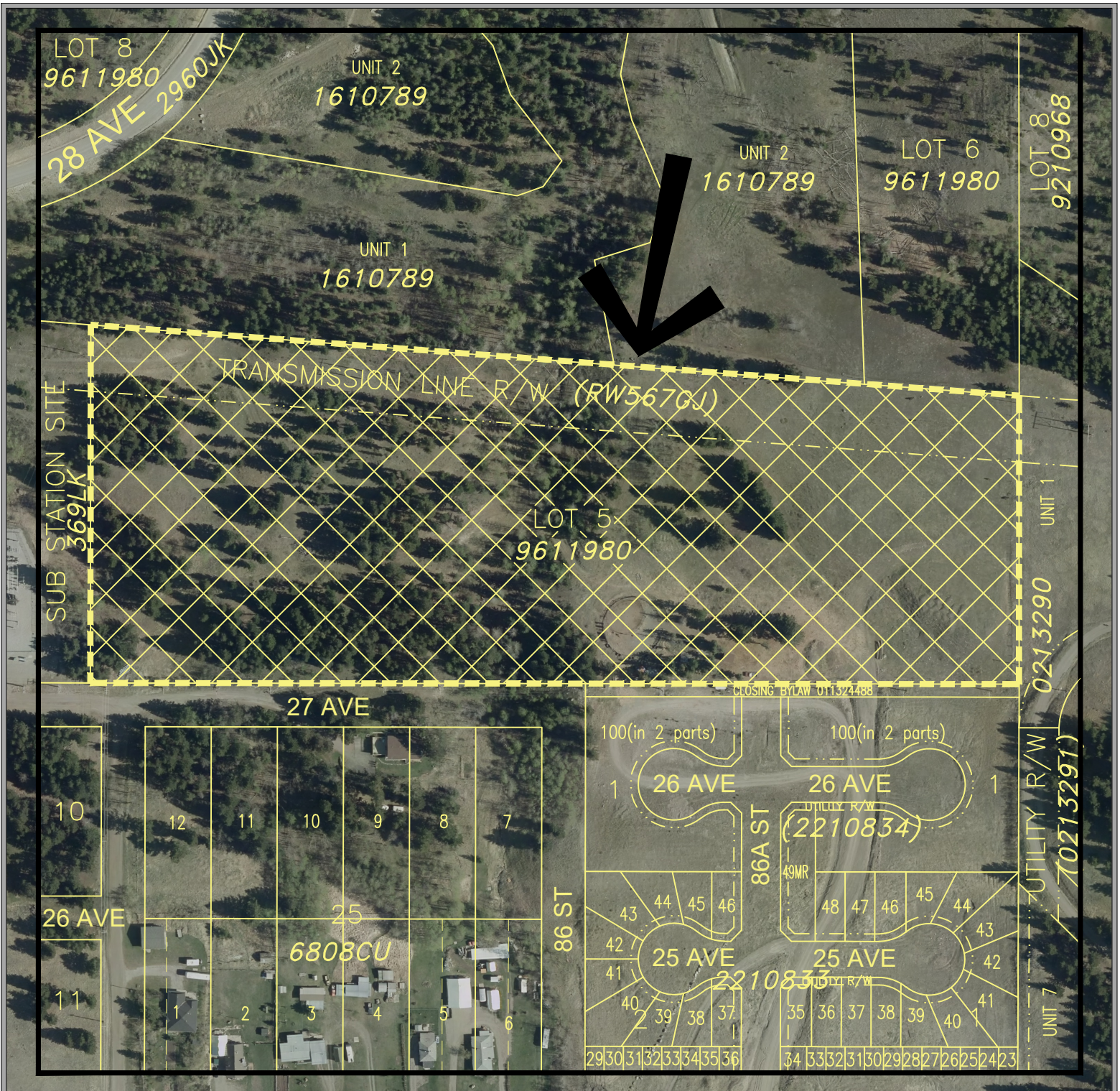
LOT 5, PLAN 9611980 WITHIN
SW1/4 SEC 16, TWP 8, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: NOVEMBER 18, 2024

Bylaw #: 1211, 2024

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"



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Aerial Photo Date: May 19, 2021



FROM: Grouped Country Residential GCR-1
TO: Non-Urban Tourism Accommodation and Recreation NUTAR

LOT 5, PLAN 9611980 WITHIN
SW1/4 SEC 16, TWP 8, RGE 4, W 5 M
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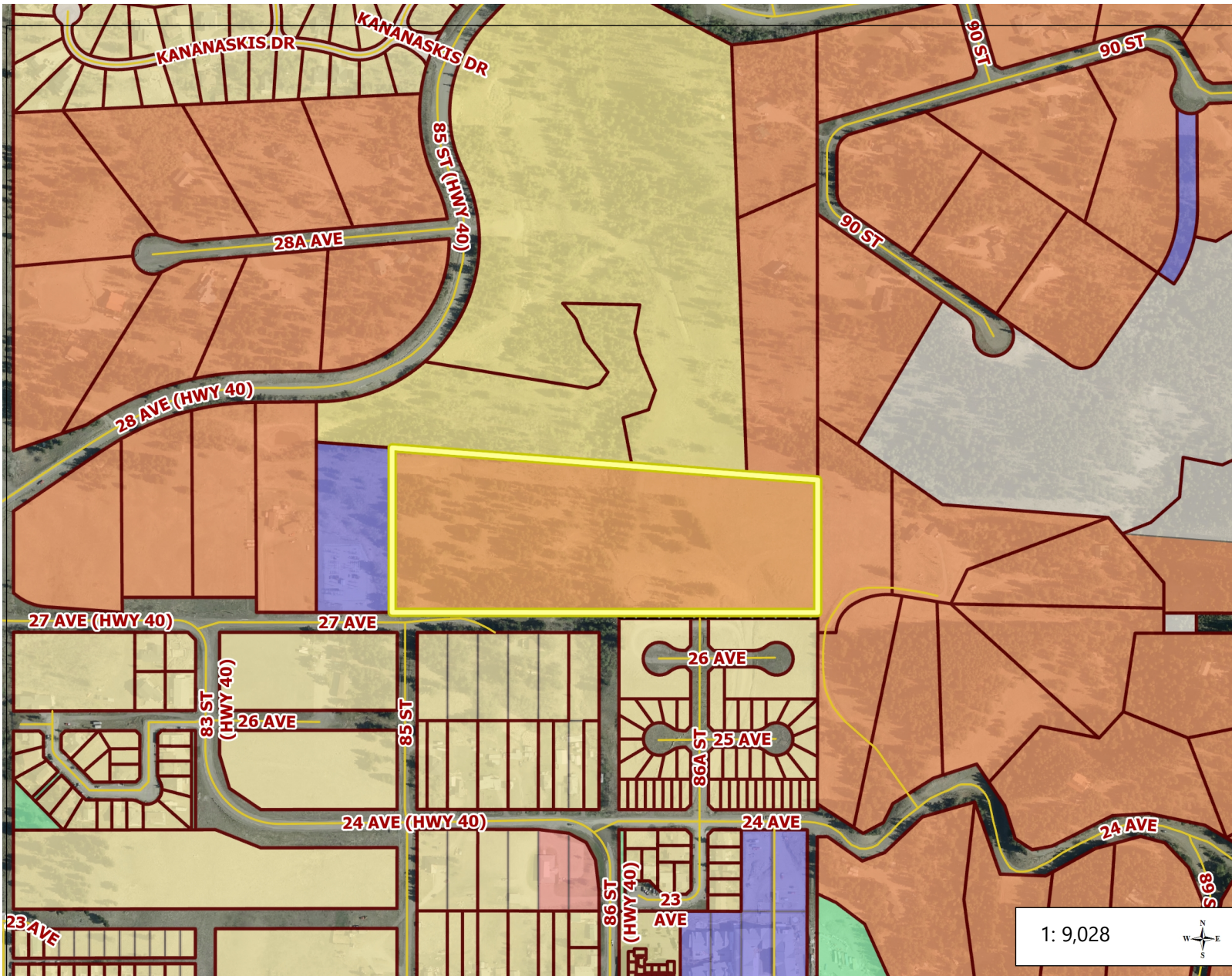


0 Metres 50 100 150 200



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Municipality of Crowsnest Pass



Legend

- Land Use Districts -
- RESIDENTIAL R-1
 - GROUPED COUNTRY RESIDENTIAL GCR-1
 - PUBLIC P-1

1: 9,028



0.5 0 0.23 0.5 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Crowsnest Pass

	UTAR	NUTAR	GROWTH NODE Additional Standards
Location	Within or on the edge of the urban areas.	Outside or on the edge of the urban areas.	Depending on the growth node location, either inside or outside of the urban areas.
Uses	<ul style="list-style-type: none"> • Recreational Facility Indoor (Small) is a discretionary use 	In addition to the UTAR uses: <ul style="list-style-type: none"> • Drive-In Theatre, • Recreational Facility Indoor (Large), • Recreational Facility Indoor (Small) is a permitted use. • Recreation Facility, Outdoor • Recreational Vehicle Storage • Riding Arena • Tourism Accommodation (Large) 	Same
Lot Size	Minimum: None Maximum: 3 acres	No minimum or maximum	Same
Minimum Habitable Floor Area	None	None	None
Other Standards	As approved in a Comprehensive Site Development Plan (CSDP)	As approved in a Comprehensive Site Development Plan (CSDP)	<ul style="list-style-type: none"> • As approved in CSDP • For “camping accommodation” there is an expectation of increased standards and higher quality of development: paved internal roads, uniform development (stall layout, fencing, accessory structures, high quality landscaping), full services (i.e. “camping equipment” would be prohibited).
Parking	No parking on municipal streets	No parking on municipal streets	No parking on municipal streets
Servicing	<ul style="list-style-type: none"> • Shall connect to municipal services. • Collective or communal • Year-round or seasonal 	<ul style="list-style-type: none"> • May connect to municipal services. • Collective or communal • Year-round or seasonal 	<ul style="list-style-type: none"> • UTAR district is required to connect to municipal services even outside of urban growth node. • NUTAR district shall connect to municipal services when located in urban growth node. • Collective or communal • Year-round or seasonal

	Tourism Accommodation (Small)	Tourism Accommodation (Large)	GROWTH NODE Additional Standards
Location	<ul style="list-style-type: none"> • UTAR - within and on the edges of urban areas • NUTAR – outside and on the edges of urban areas 	NUTAR only – outside and on the edges of urban areas	Depending on the growth node location, either in UTAR or in NUTAR
Accommodation types	<ul style="list-style-type: none"> • Camping Accommodation – tents, RV’s, cabins, glamping. • Resort Accommodation – cabin, single detached, duplex, multi-unit, apartment. 	<ul style="list-style-type: none"> • Same 	<ul style="list-style-type: none"> • Same, but for “camping accommodation” there is an expectation of increased standards and higher quality of development: paved internal roads, uniform development (stall layout, fencing, accessory structures, high quality landscaping), full services (i.e. “camping equipment” would be prohibited).
Ownership	<ul style="list-style-type: none"> • The development must be held in a single certificate of title - not allowed to subdivide • Long-term lease is possible • A percentage of the units could be used for residential occupancy (i.e. more “permanent” than recreational occupancy – this is already in the current land use bylaw). 	<ul style="list-style-type: none"> • The development is allowed to subdivide but only as a bareland condominium • Long-term lease is possible • A percentage of the units could be used for residential occupancy (i.e. more “permanent” than recreational occupancy – this is already in the current land use bylaw). 	<ul style="list-style-type: none"> • Same • For “camping accommodation” a form of ownership is required (as opposed to random rental), such as bareland condominium subdivision or long-term leases.
Residential Occupancy vs. Recreational Occupancy	Primarily a recreational occupancy that is not typically intended for residential occupancy, but the Development Authority may allow residential occupancy in a Comprehensive Site Development Plan.		
Relative to Court Order - Block B Plan 7510370	Cabins as approved in the existing site plan are a permitted use. Additional accommodation types will be a discretionary use and may be refused, the same as any other property.		

1.2.4 SUB-AREA 4 (SW 16-8-4-5)



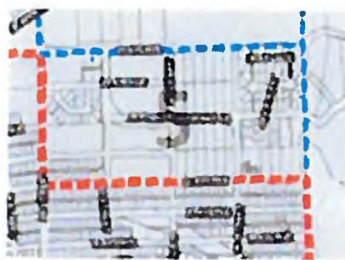
Ownership: Douglas J. Bergen & Associates Ltd., Ralph Tiegen

Sub-Area 4 is served by Hwy 40. It is currently developed for grouped country residential and urban residential uses. The 77 parcels of the Kananaskis Wilds project are generally 1/3 acre in size while larger grouped country parcels are located to the south. The Sawback Ridge Area Structure Plan proposes grouped country residential parcels in the eastern sector of this Sub-Area. An electrical substation is located along the south boundary of this Sub-Area (27th Avenue). The Grouped Country Residential (GCR-1) and Residential (R-1 and R-1A) zoning districts apply to these properties. The topography of the undeveloped area is a mix of gentle (0-12.5%) to moderate (12.5-24.9%) with a small portion comprised of steep (>25%) terrain.



1.2.5 SUB-AREA 5 (N ½ NW 9-8-4-5)

Ownership: Remus, Townsend, Bradbury, Vare, JJ Pipeline Services & Consulting Ltd., MCNP, Cooke, Edge, Pentecostal Assemblies of Canada, Valley View Motel



This Sub-Area is served by Hwy 40. It is principally zoned for residential uses – including mobile homes, a multi-family site (apartment building) and 2 parcels zoned for retail commercial use. The neighborhood of Campbell heights and the future neighborhood of Sunny View Estates are located in this Sub-Area. Several of the residential blocks remain un-subdivided while others have been parceled into large lots (e.g. between 22nd and 27th Ave and 85th and 86th streets).

The topography of the undeveloped area is primarily gentle (0-12.5%) with some moderate (12.5-24.9%) and a small portion with steep (>25%) slopes. Some re-subdivision has been occurring (e.g. east of 86th St and north of 24th Ave.). However for the most part no significant housing development has been taking place in this Sub-Area and several road allowances remain undeveloped. In some cases, this is due primarily to topographical limitations.



3.2.2.2 Wastewater

Not applicable.

3.2.2.3 Transportation

Not applicable.

3.2.3 SUB-AREA 3

3.2.3.1 Water



This section of land contains the existing reservoir. Since the Sub-Area is predominantly crown land, no development is anticipated here. There is however potential for a water line extension from a new booster pump adjacent to the existing reservoir to a new reservoir adjacent to Sub-Area 2, as mentioned above.

3.2.3.2 Wastewater

Not applicable.

3.2.3.3 Transportation

Not applicable.

3.2.4 SUB-AREA 4

3.2.4.1 Water



Water and wastewater servicing are currently available in this Sub-Area for the Kananaskis Wilds and Bowie developments. The proposed water lines in this section are primarily intended to serve the Sawback Ridge development. Other than these, we have identified two potential system extensions in this Sub-Area.

First, should the municipality choose to provide municipal water to the Capron Estates development (currently on independent systems) from a future higher elevation reservoir, a new line could be built along the Hwy 40 right of way from a connection at the Kananaskis Wilds access into the Capron Estates entrance. Second, in order to increase system performance and improve water quality, a looping connection is

3.2.7.2 Transportation

Depending on the scope of any proposed developments in Sub-Areas 7 or 8, a full scale TIA will likely be required from Alberta Transportation. Alberta Transportation will also require that any access proposals meet their access management guidelines and geometric requirements. Specifically, a Type IV intersection has been identified as the appropriate treatment of an intersection providing access to this Sub-Area. It will need to be properly spaced (minimum 400 m) from both the future Hwy 3X interchange near the Tim Horton's site in West Blairmore and the existing 89th Street intersection.



In addition to these provincial requirements, any proposed developments in the Sub-Area will need to meet with the approval of the Municipality. As the sub-division and development authority for the area, the Municipality should require detailed planning documents prior to any approvals.

3.2.8 FUTURE RESERVOIR

Many of the strategies identified in Section 3.2 are reliant upon the construction of a new water reservoir at a higher elevation than the current one. For the purposes of this report, the conceptual location of this reservoir and its fill line are shown and understood to be at the conceptual locations identified in the 2008 Water Distribution Master Plan.

Additional feasibility studies, analysis and design are required prior to identifying potential locations for this infrastructure including its associated distribution lines.

4.0 CONCEPT PLAN

4.1 OBJECTIVES AND STRATEGY

4.1.1 TRANSPORTATION AND SERVICING OBJECTIVES

- Utilize existing and un-used servicing capacity and support those potential development areas that are closest to existing services and are within built up areas of the community.
- Extension of services to existing and any proposed grouped country residential should only be considered as a long term possibility when and if conditions are warranted.
- Provide opportunities for improved access and internal circulation in developed areas and provide access to create opportunities to further development in both developed and undeveloped areas.



4.1.2 TRANSPORTATION AND SERVICING STRATEGY

- Existing water and waste water infrastructure in Sub-Area 5 offers the most attractive opportunity to extend services and create development possibilities. Some road improvements in the area are also necessary.
- Less attractive, but a potential long term strategy, is to extend services to developed grouped country residential areas e.g. Woodhaven, Aspen Creek, Capron Estates (Sub-Area 6), the approved Sawback Ridge project, and the Bowie Subdivision south of, and adjacent to Kananaskis Wilds (Sub-Area 5). The majority of Woodhaven, all of Aspen Creek and all of the Bowie Subdivision presently have piped water. Capron Estates does not. A potential servicing strategy is offered in the Concept Plan. The extension of these services should not be viewed as a priority but would however create the potential for further land subdivision and higher densities.
- The Nez Perce ASP site (Sub-Area 1) and the undeveloped sectors of the Study area (Sub-Areas 2, 3, 7 and 8) remain the servicing responsibility of the owners/land developers and will need to be defined when detailed planning and servicing documents (e.g. conceptual plans) are prepared. A potential servicing strategy and a roadway network are set out in the Concept Plan.

- 4.1.3.9 An engineered tank and field system that meets the provincial private sewage disposal system regulations will be the minimum requirement for septic treatment.
- 4.1.3.10 Representative percolation tests shall be provided by the developer prior to Tentative Plan approval.
- 4.1.3.11 For lots intended to depend on well water sources, water well tests shall be provided by the developer prior to Tentative Plan approval.
- 4.1.3.12 Prior to Tentative Plan approval, the developer shall provide details regarding garbage disposal, fire protection, school bus service, location, width and turning radius of existing and proposed roadways, access and egress to the proposed development, a statement of all the intended land uses for the development site, types and location of fencing proposed for the development and the environmental impacts on lands and wildlife in the immediate area.
- 4.1.3.13 Roadways in condominium developments should be developed to the 2006 Municipal Engineering and Development standards.
- 4.1.3.14 Design variances are subject to the review and approval of the Municipality.

4.1.4 LAND USE AND DEVELOPMENT OBJECTIVES

- Residential development should respond to the shortfall and identified need for multi-family units, rental units, affordable housing, and seniors' housing.
- Commercial land sites should be provided to meet noted shortfalls and anticipated market demand
- The highest priority areas for development should be assigned to those areas that are closest to existing servicing and where extension of services is least burdensome to the municipality.
- Areas of excessive topography (> 25% slopes) should generally be avoided for development.
- Open spaces and trail systems should be integrated with new and existing communities.
- The natural and historic environment should be protected, including forest areas, endangered or threatened species, water courses and important vistas.



4.1.6.3 Site grading should be minimized to retain the existing south-facing slope topography and minimize the removal of mature forest canopy. Wherever possible, site grading should be limited to roadways, house envelopes, septic disposal fields, driveways or stormwater retention facilities.

4.1.6.4 For maximum solar exposure, roadway orientation and the respective lot arrangements should, where possible, provide south facing opportunities.

4.1.6.5 For potential solar panel installation, roof pitches should be considerate, where possible, of solar panel installation requirements.

4.1.7 DEVELOPMENT SEQUENCE

Development should be phased in a logical and efficient manner to minimize disruption to the land, provide for logical water service extensions, respond to market demand, and conform to the growth objectives of the Municipality.

The highest priority for development is assigned to Sub-Area 5 although it is understood that the market will be the ultimate stimulant for any activity in the area. Sub-Areas 1, 2, 7, 8 and portions of Sub-Area 6 and 4 represent long term development possibilities. Sub-Area 3 is not recommended for future development. Market conditions for possible commercial use could prompt earlier development in Sub-Area 8.

4.2 CONCEPT PLAN AND SERVICING STRATEGY

With the exception of the approved ASPs (Nez Perce, Sawback Ridge), there are currently no plans to develop many parts of the study area. This ASP provides a concept plan of what potential land uses could be. These potential land uses have also been provided with a conceptual servicing plan as identified in section 3.0 above.

The land use pattern and servicing strategy presented here is intended to serve as a general scenario to guide and lend direction in the preparation of detailed conceptual plans². Market conditions will determine if and when any development areas as depicted in this ASP proceed.

Discussion of the potential land use pattern for the study area is outlined below and is identified in **Figure 9**.

² No commitment is made or implied by the Municipality of Crowsnest Pass to approve the land use concept as presented herein or to provide the services or improvements as presented in this Study.

- Considering an extension of the Coal Miner’s trail further north along the Nez Perce valley. The feasibility of this should be explored with the Crowsnest Pass Historic Society.

The priority of this development area is low. Adjacent development demand will determine the possible realization of any of the servicing and land-use recommendations made for this Sub-Area.

4.2.3 SUB-AREA 3

In view of the “protective notation” assigned to the lands north of the AltaLink transmission line, this predominantly Crown Land site has been assigned a potential conservation area. Save for existing uses - water reservoir, utility lines, Coal Miner’s Trail - no further development is recommended unless the “protective notation” is removed.

Land west of the Crown ownership may be considered provided amendments are made to the Nez Perce ASP to include those properties. The land south of the AltaLink transmission line continues to be used for urban residential development.

4.2.4 SUB-AREA 4

This Sub-Area is currently partially developed for urban residential and grouped country residential lots.

The existing grouped country residential parcels in this Sub-Area are not recommended for uses other than country residential. Save for the population growth that will be generated by the currently proposed developments, no additional population estimates are provided for this Sub-Area.

4.2.5 SUB-AREA 5



Sub-Area 5 provides the highest potential for development in the study area, offering opportunities for higher density urban development, a wide range of accommodation types (seniors, renters, affordable housing, etc.) and utilizing services that are adjacent, or nearly adjacent, to these potential development sites.

The Concept Plan identifies several blocks in Sub-Area 5 for either single family or multifamily uses, or in some cases combinations of these. To establish density and population estimates, this report has made an assumption that the housing forms would be a combination of single detached units, 4-plexes and row houses.

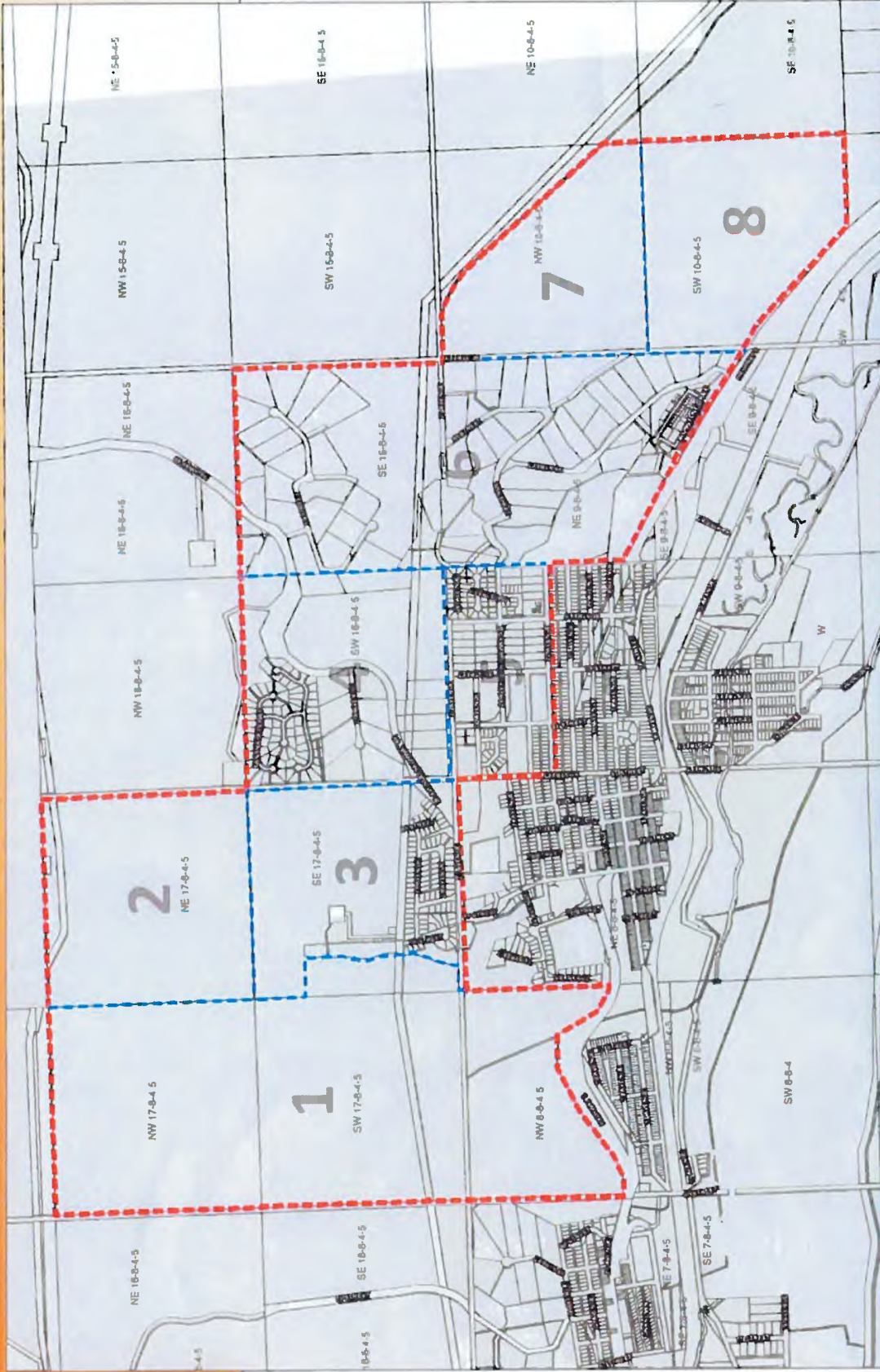
4.3 RECOMMENDATIONS

In addition to the recommendations set forth in the concept plan, this Study also offers a number of recommendations, both specific and general to the Study, for consideration when future developments are proposed to the municipality:

1. In making applications for major developments e.g. at scales where Area Structure Plans are required, applicants should provide evidence of market analysis demonstrating to the municipality the viability of their respective projects.
2. Prior to considering new grouped country residential proposals on undeveloped or "green" sites, the municipality should be satisfied that a reasonable amount of existing development areas are completed and have housing units on them.
3. All servicing and engineering related components of proposed projects should be reviewed by a qualified engineer acting on behalf of the municipality.
4. The municipality should review the practice of having projects developed as bare land condominiums with a view to ascertaining their long term impact on the municipality.
5. The Municipality should review its offsite servicing standards from time to time to help ensure that they meet the needs of the Municipality and its residents and at the same time do not create a significant impediment to development opportunities.
6. Consideration should be given to reviewing an overall redevelopment strategy for the Coleman area with a priority given to the older parts of the community where services already exist, and where cost savings are likely to be highest.
7. The Municipality should develop a policy for private roads.

Study Area

Figure 1



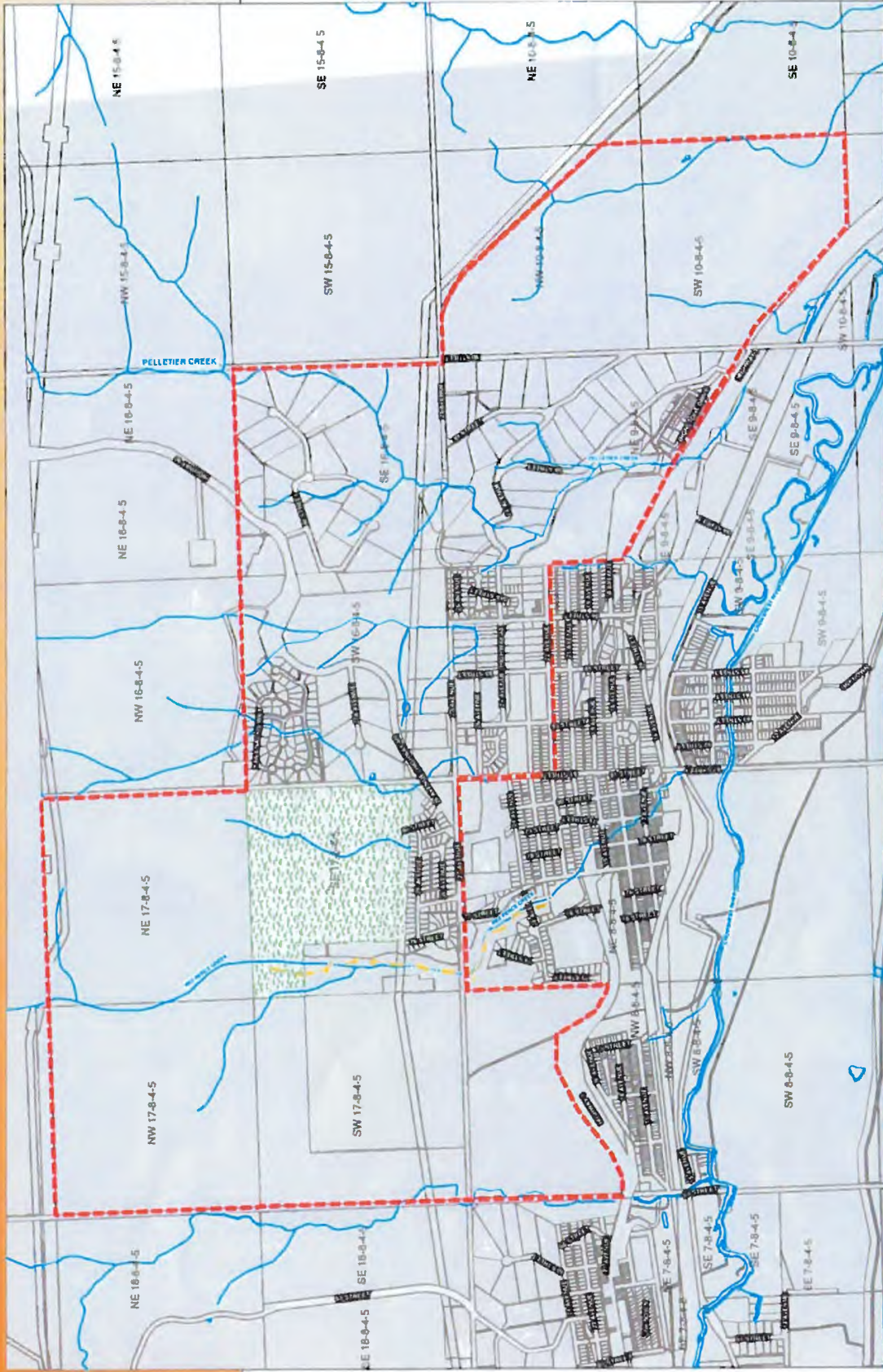
Legend

- Study Area (Red dashed line)
- Sub Areas (Blue dashed line)
- Parcels (Thin solid line)



Scale 1:15,000

Figure 5 Environmentally Sensitive & Historic Areas



Legend

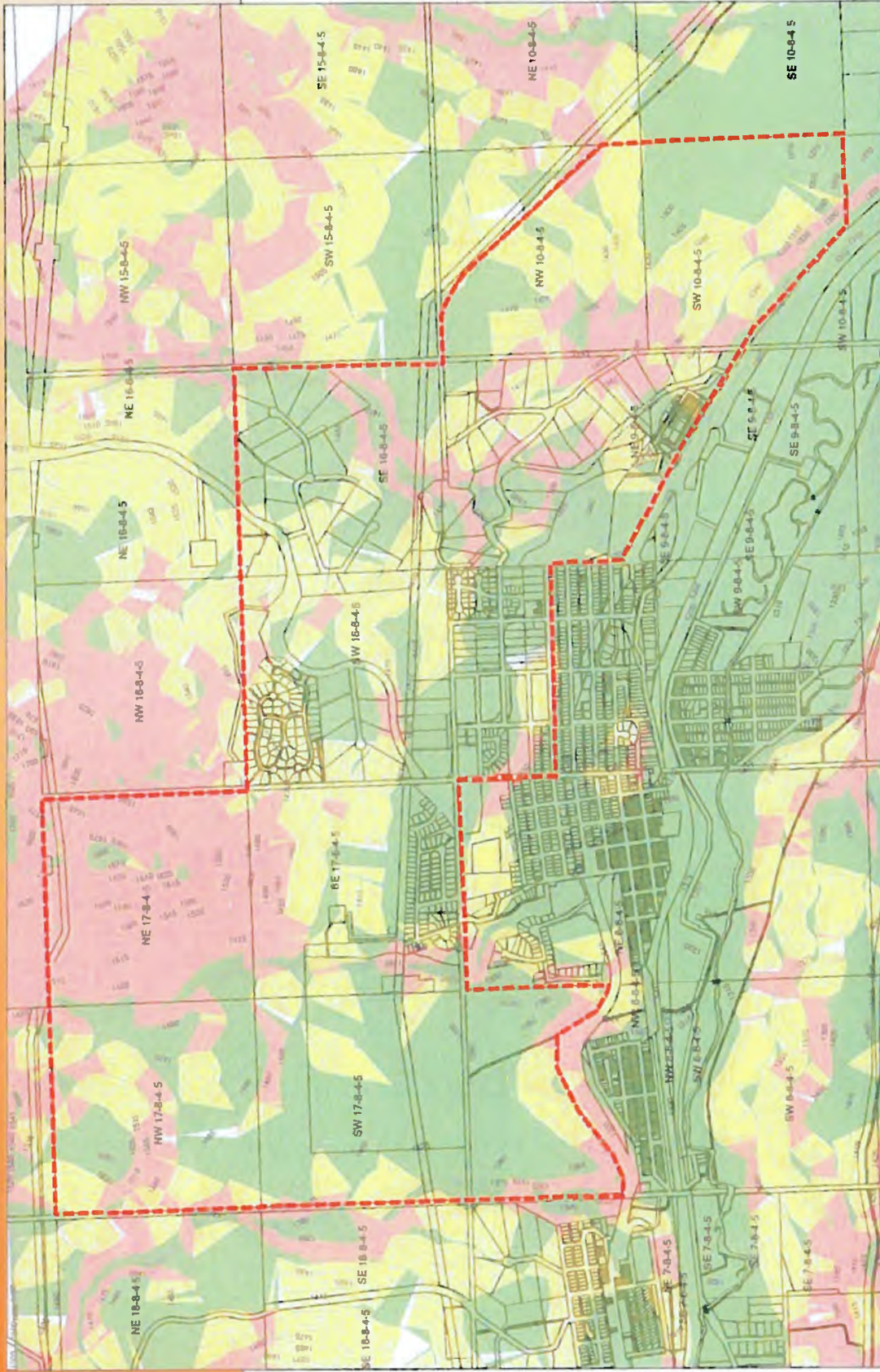
-  Study Area
-  Coal Miner's Trail
-  Watercourse
-  Rough Fescue Grassland



Scale: 1:15,000

Topography

Figure 6



Legend

- Study Area (Red dashed line)
- Slope
 - 0% - 12.5% (Green)
 - 12.6% - 24.9% (Yellow)
 - > 25% (Pink)

*** Note Contour Interval = 5m ***



Scale 1:15,000

Existing Utilities

Figure 7



Legend

- Study Area
- Booster Pump
- PRV
- Storm Manhole
- Storm Outfall
- Storm Gravity Main
- Reservoir Service Elevation
- Water Hydrant
- Water Valve
- Water Main
- Wastewater Manhole
- Wastewater Main

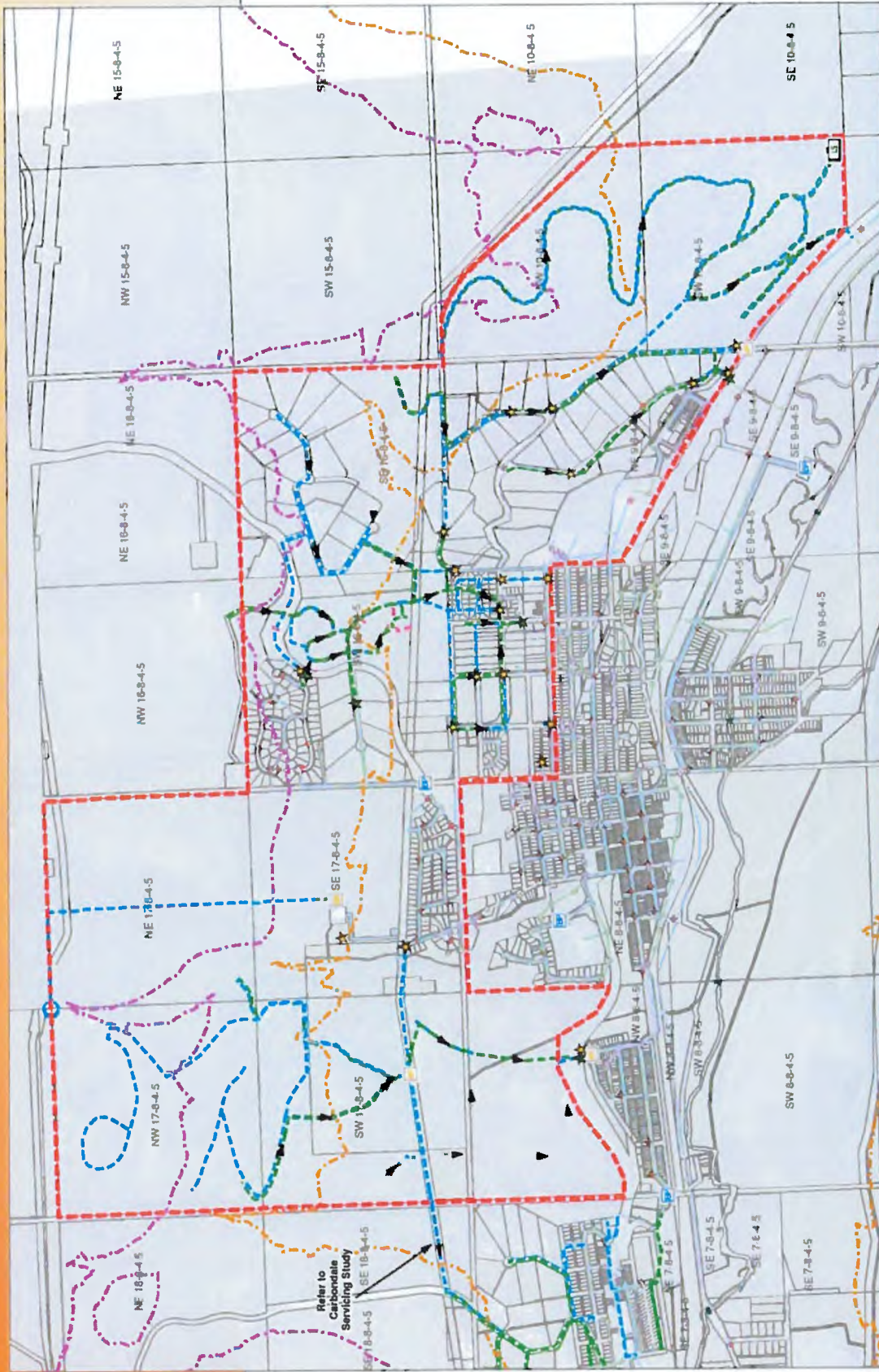


Stantec

Scale: 1:15,000

Potential Utilities

Figure 8



Scale - 1:15 000



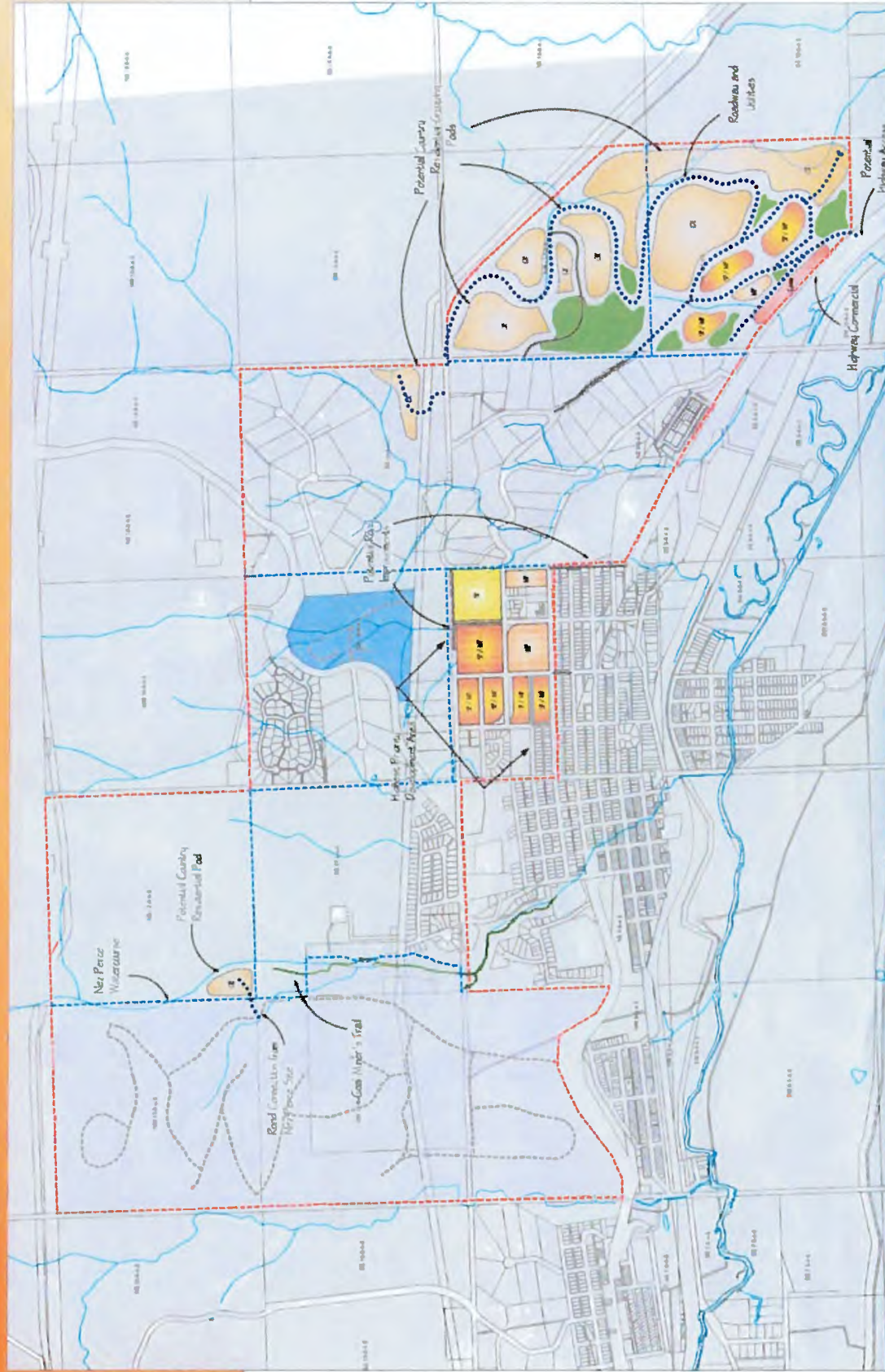
Legend

- ★ To Existing Sanitary
- ★ To Existing Water
- ★ Pr Reservoir Service Elev.
- ★ Ex Reservoir Service Elev
- Reservoir - Potential Site
- Existing Booster Pump
- Potential Booster Pump
- Lib Station
- Study Area
- Proposed Wastewater
- Proposed Storm
- Proposed Water
- Storm Manhole
- Storm Orfall
- Storm Gravity Main
- Water Hydrant
- Water Valve
- PRV
- Water Main
- Wastewater Manhole
- Wastewater Main



Concept Plan

Figure 9



Legend

- Sub Area
- Potential Road and Utilities
- Potential Parks and Utilities (by zoning)
- Road Improvements
- R-1A (Ranchland Village ASBY)
- GCN-1 (Dense Prime ASBY)
- Highway Commercial
- SF-1 (Prime Residential)
- MF Residential
- CF Residential
- MF Residential
- MF Residential
- Open Space
- Study Area
- Crowneast City Limits



Stantec

Scale - 1:7,500