



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, March 11, 2025 at 1:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

3.a Letter received from Honourable Ric McIver, Minister of Municipal Affairs.

3.b Crowsnest Pass BearSmart Association - Request for a Letter of Support, February 25, 2025

3.c Letter received from Brent Koinberg, Crowsnest Adventures Ltd.

4. ADOPTION OF MINUTES

4.a Minutes of the Council Meeting of March 4, 2025

5. PUBLIC HEARINGS

5.a Bylaw 1221, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as: a portion of NW¼ 21-7-3-W5M, containing ±0.76 ha (1.9 acres), from "Recreation & Open Space – RO-1" to "High Density Residential – R-3"; and Lot 35, Block 2, Plan 831 1587, containing 0.38 ha (0.9 acres), from "Non-Urban Area – NUA-1" to "High Density Residential – R3" and; Lot 15, Block 7, Plan 111 2697, containing ±2.19 ha (5.4 acres), from "Recreation & Open Space – RO-1" to "High Density Residential – R-3" - *Public Hearing*

6. DELEGATIONS

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

6.a RCMP 2024 Q3 Update - Sergeant Mark Amatto

6.b Bear Smart / COP presenting with Sergeant Mark Amatto

7. REQUESTS FOR DECISION

7.a Bylaw 1193, 2024 - Road Closure - *Second and Third Readings*

7.b Bylaw 1215, 2025 - Fees, Rates and Charges Bylaw - *First Reading*

7.c Bylaw 1216, 2025 - 2025 Property Tax Rates Bylaw - *First Reading*

- 7.d Bylaw 1217, 2025 1 - Land Use Bylaw Amendment - Redesignate Lot 49, Block 1, Plan 081 2254 from Comprehensive Ski Village (CSV) to Recreation and Open Space (RO-1) - *First Reading*
- 7.e Bylaw 1219, 2025 - Land Use Bylaw Amendment - Designate Lot 49, Block 1, Plan 081 2254 as "Municipal Reserve" - *First Reading*
- 7.f Bylaw 1220, 2025 - Road Closure Bylaw - *First Reading*
- 7.g Bylaw 1221, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as: a portion of NW¼ 21-7-3-W5M, containing ±0.76 ha (1.9 acres), from "Recreation & Open Space – RO-1" to "High Density Residential – R-3"; and Lot 35, Block 2, Plan 831 1587, containing 0.38 ha (0.9 acres), from "Non-Urban Area – NUA-1" to "High Density Residential – R3" and; Lot 15, Block 7, Plan 111 2697, containing ±2.19 ha (5.4 acres), from "Recreation & Open Space – RO-1" to "High Density Residential – R-3" - *Second and Third Reading*
- 7.h Service Areas Update
- 7.i 2024 Q4 Preliminary Financial Report

8. COUNCIL MEMBER REPORTS

9. PUBLIC INPUT PERIOD

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

10. COUNCILOR INQUIRIES AND NOTICE OF MOTION

11. IN CAMERA

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

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 3.a

Subject: Letter received from Honourable Ric McIver, Minister of Municipal Affairs.

Recommendation: That Council accept the letter from Honourable Ric McIver, Minister of Municipal Affairs, 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:

N/A

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[2025 02 26 - Minister signed letter.pdf](#)



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR118277

February 26, 2025

Dear Chief Elected Officials/Associations/Library Boards/Regional Services
Commissions/Municipally Controlled Corporations:

In May 2024, our government passed the *Provincial Priorities Act* to establish a process for provincial oversight of agreements between provincial entities and the federal government. The *Act* will come into force on April 1, 2025, and will ensure Ottawa is not undermining the province's jurisdiction to make decisions about what is best for Alberta and Albertans. Under the *Act*, provincial entities, such as municipalities, are required to obtain prior approval from the Alberta government before entering into, amending, or renewing an agreement with the federal government.

Throughout last summer, Alberta's government led a comprehensive stakeholder engagement with provincial entities to inform the supporting regulations. The Provincial Priorities Regulation (attached), which also comes into force on April 1, 2025, designates additional municipal entities that are subject to the *Act*. These entities include library boards, regional services commissions, municipally controlled corporations, and any entity that is established by bylaw, with the exception of business improvement areas. In addition, the regulation sets out the approval process for proposed intergovernmental agreements and includes some exceptions for the municipal sector where no provincial approvals will be needed. Examples of these exceptions include agreements under \$100,000, agreements that are in-kind contributions only, agreements with the Canadian Armed Forces, and agreements for disaster response and assistance; these will not require provincial approval.

Effective April 1, 2025, municipalities and municipal entities will be required to submit information on all new agreements with the federal government, agreement amendments and agreement renewals, along with a copy of the agreement, to Municipal Affairs, regardless of the monetary value of the agreement. Information on agreements eligible for an exception must also be submitted to Municipal Affairs in order for the exception to apply. Additional details on the process for submitting required information on federal agreements to Municipal Affairs will be shared in March.

I am looking forward to working together with you to ensure Alberta municipalities maintain access to federal dollars while protecting areas of provincial jurisdiction.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550



Province of Alberta
Order in Council

O.C. 041/2025

FEB 26 2025

ORDER IN COUNCIL

Approved and ordered:

Lieutenant Governor
or
Administrator

The Lieutenant Governor in Council makes the Provincial Priorities Regulation set out in the attached Appendix.

FILED UNDER

THE REGULATIONS ACT

as ALBERTA REGULATION 21/2025

ON February 26 2025

REGISTRAR OF REGULATIONS

CHAIR

For Information only

Recommended by: President of Executive Council

Authority: Provincial Priorities Act
(section 4)

APPENDIX
Provincial Priorities Act
PROVINCIAL PRIORITIES REGULATION

Table of Contents

- 1 Designation of provincial entities

Approvals

- 2 Approval by responsible Minister
3 Authority to approve municipal agreements
4 Approval of agreements
5 Funding applications by management
bodies and similar entities

Exceptions

- 6 Exceptions re funding amounts
7 Exceptions re amendments, extensions and renewals
8 Exceptions for public post-secondary institutions
9 Exception for Banff Centre
10 Exceptions for school boards
11 Exceptions for Banff, Jasper and Lloydminster
12 Exception for controlled corporations
13 Exception for municipal agreements with
Canadian Armed Forces
14 Exceptions during emergencies and disasters
15 Exception for mortgage agreements with Canada
Mortgage and Housing Corporation
16 Exception for entities that operate and administer
Alberta Social Housing Corporation assets
17 Agreements to provide information

Coming into Force

- 18 Coming into force

Designation of provincial entities

1 The following entities are designated as provincial entities for the purposes of the Act:

- (a) an intermunicipal library board as defined in the *Libraries Act*;
- (b) a municipal library board as defined in the *Libraries Act*;
- (c) a controlled corporation as defined in section 75.1 of the *Municipal Government Act* and the controlled corporation's board;

- (d) a growth management board as defined in the *Municipal Government Act*;
- (e) a regional services commission as defined in the *Municipal Government Act*;
- (f) an entity created by a municipal bylaw, except a business improvement area within the meaning of the *Municipal Government Act* and the business improvement area's board;
- (g) an entity that is a party to an agreement in which the entity has agreed to operate and administer real property assets of the Alberta Social Housing Corporation;
- (h) Calgary Homeless Foundation;
- (i) Homeward Trust Edmonton.

Approvals

Approval by responsible Minister

2(1) Subject to the exceptions set out in this Regulation, a provincial entity may only enter into, amend, extend or renew an intergovernmental agreement after obtaining the prior approval of the Minister responsible for the provincial entity.

(2) For the purposes of this Regulation,

- (a) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Post-secondary Learning Act* is responsible for a public post-secondary institution as defined in the *Post-secondary Learning Act*,
- (b) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Education Act* is responsible for a board as defined in the *Education Act*,
- (c) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Provincial Health Agencies Act* is responsible for

- (i) a regional health authority, and any subsidiary health corporation of the regional health authority, under the *Provincial Health Agencies Act*, and
 - (ii) Covenant Health and any subsidiary of Covenant Health,
- (d) the sector Minister responsible for a health services sector under the *Provincial Health Agencies Act* is responsible for a provincial health agency established for that health services sector, and any subsidiary health corporation of that provincial health agency, under the *Provincial Health Agencies Act*,
- (e) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Libraries Act* is responsible for
- (i) an intermunicipal library board as defined in the *Libraries Act*, and
 - (ii) a municipal library board as defined in the *Libraries Act*,
- (f) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Municipal Government Act* is responsible for
- (i) a municipal authority as defined in the *Municipal Government Act*,
 - (ii) a controlled corporation as defined in section 75.1 of the *Municipal Government Act* and the controlled corporation's board,
 - (iii) a growth management board as defined in the *Municipal Government Act*,
 - (iv) a regional services commission as defined in the *Municipal Government Act*, and
 - (v) an entity created by a municipal bylaw, except a business improvement area within the meaning of the *Municipal Government Act* and the business improvement area's board,

and

- (g) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* is responsible for
 - (i) a management body as defined in the *Alberta Housing Act*,
 - (ii) an entity that is a party to an agreement in which the entity has agreed to operate and administer real property assets of the Alberta Social Housing Corporation,
 - (iii) Calgary Homeless Foundation, and
 - (iv) Homeward Trust Edmonton.

(3) The President of the Executive Council may approve a provincial entity to enter into, amend, extend or renew an intergovernmental agreement if no other Minister is responsible for the provincial entity.

Authority to approve municipal agreements

3(1) Despite anything to the contrary in section 2(2)(f), the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Municipal Government Act* may designate another Minister as the Minister responsible for a provincial entity referred to in section 2(2)(f) in relation to an agreement or a class of agreements if the Ministers agree that the subject-matter of the agreement or class of agreements relates to a matter under that other Minister's administration.

(2) Despite anything to the contrary in section 4(1), a provincial entity referred to in section 2(2)(f) shall submit a proposed agreement, amendment, extension or renewal in accordance with the directions of the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Municipal Government Act* despite that Minister designating another Minister as the Minister responsible for the provincial entity under subsection (1).

Approval of agreements

4(1) To obtain approval to enter into, amend, extend or renew an intergovernmental agreement, a provincial entity must submit the proposed agreement, amendment, extension or renewal in accordance with the directions of the Minister responsible for the provincial entity.

(2) The Minister responsible for the provincial entity must assess the proposed agreement, amendment, extension or renewal by considering the following factors prior to approving a provincial entity to enter into, amend, extend or renew the agreement:

- (a) whether the agreement aligns with the priorities of the Government of Alberta;
- (b) whether the agreement
 - (i) intrudes into an area of provincial legislative jurisdiction under the Constitution of Canada,
 - (ii) affects or interferes with an area of provincial legislative jurisdiction under the Constitution of Canada, or
 - (iii) imposes conditions that would restrict the Government of Alberta in an unacceptable manner from establishing and implementing policies and programs in an area of provincial jurisdiction;
- (c) whether the agreement aligns with the Government of Alberta's long-term fiscal plan.

(3) Subject to subsections (4) to (6), after assessing the proposed agreement, amendment, extension or renewal by considering the factors described in subsection (2), the Minister may

- (a) approve a provincial entity to enter into the agreement, amendment, extension or renewal, subject to any terms or conditions the Minister considers appropriate, or
- (b) decline to approve the provincial entity to enter into the agreement, amendment, extension or renewal.

(4) A Minister must receive the approval of the Executive Council prior to approving a provincial entity to

- (a) enter into an intergovernmental agreement in which a federal entity is agreeing to provide a provincial entity with \$5 million or more in funding, excluding any in-kind contributions, or
 - (b) amend, extend or renew an intergovernmental agreement if the amendment, extension or renewal would result in \$5 million or more in additional funding, excluding any in-kind contributions, being provided by a federal entity to a provincial entity under the agreement.
- (5)** A Minister must receive the approval of the Executive Council prior to approving a provincial entity to enter into, amend, extend or renew an intergovernmental agreement if, in the Minister's opinion, the agreement
- (a) intrudes into an area of provincial legislative jurisdiction under the Constitution of Canada,
 - (b) affects or interferes with an area of provincial legislative jurisdiction under the Constitution of Canada, or
 - (c) imposes conditions that would restrict the Government of Alberta in an unacceptable manner from establishing and implementing policies and programs in an area of provincial jurisdiction.
- (6)** A Minister must receive the approval of the Executive Council prior to approving a provincial entity to amend an intergovernmental agreement in a material way if subsection (4) or (5) applies or applied to the agreement.
- (7)** If a Minister approves a provincial entity to enter into, amend, extend or renew an intergovernmental agreement, the Minister must provide written notice to the provincial entity, including written notice of any terms or conditions that apply to the Minister's approval.
- (8)** If a Minister declines to approve a provincial entity to enter into, amend, extend or renew an agreement, the Minister must provide written notice to the provincial entity.

Funding applications by management bodies and similar entities

5(1) Subject to subsection (2), a management body as defined in the *Alberta Housing Act* or an entity described in section 1(g) must notify the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* of any intent of the management body or entity to apply for funding from a federal entity when the body or entity submits its annual business plan to the Minister in accordance with the *Management Body Operation and Administration Regulation* (AR 243/94) or the terms of an operating agreement.

(2) Where it is not possible to comply with subsection (1) without foregoing the opportunity to apply for funding from a federal entity, a management body as defined in the *Alberta Housing Act* or an entity described in section 1(g) must notify the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* of the intent of the management body or entity to apply for funding from a federal entity at least 60 days before submitting the application for funding from the federal entity.

(3) Calgary Homeless Foundation and Homeward Trust Edmonton must notify the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* of the intent of Calgary Homeless Foundation or Homeward Trust Edmonton to apply for funding from a federal entity at least 60 days before submitting the application for funding from the federal entity.

(4) The Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act*, within 30 days of being notified of an intent to apply for funding, must conduct a preliminary assessment of the proposed application and must advise the provincial entity whether the Minister

- (a) has concerns with the proposed application, including the nature of those concerns, and
- (b) is likely, based on the preliminary assessment, to approve the provincial entity to enter into an agreement, or the amendment, extension or renewal of an agreement, that would result from the provincial entity's application for

funding from a federal entity being approved by a federal entity.

(5) The Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* must consider whether notice required by this section has been provided when deciding whether to approve a provincial entity to enter into, amend, extend or renew an intergovernmental agreement.

Exceptions

Exceptions re funding amounts

6(1) If, under an intergovernmental agreement, a federal entity

- (a) would not provide any funding to a provincial entity or would only provide in-kind contributions, or
- (b) would provide less than \$100 000 in funding, excluding any in-kind contributions, to a provincial entity,

and the provincial entity has provided or agreed to provide the Minister responsible for the provincial entity with any information specified by the Minister, including a copy of the agreement, in the time and manner specified by the Minister, the provincial entity is not required to obtain the Minister's approval before entering into, amending, extending or renewing that agreement unless an amendment, extension or renewal of the agreement would result in the provincial entity receiving a total of \$100 000 or more in funding, excluding any in-kind contributions, from the federal entity under the agreement as amended, extended or renewed.

(2) If an intergovernmental agreement relates to the construction, maintenance or development of housing accommodations, then a provincial entity is not required to obtain approval before entering into, amending, extending or renewing that agreement if the federal entity is providing the provincial entity \$250 000 or less in funding, excluding any in-kind contributions, under the agreement initially entered into, or as amended, extended or renewed.

(3) This section does not apply to Calgary Homeless Foundation or Homeward Trust Edmonton.

Exceptions re amendments, extensions and renewals

7(1) If a provincial entity has been approved to enter into an agreement under this Regulation, the provincial entity is not required to obtain prior approval to amend, extend or renew that agreement if the provincial entity has provided or agreed to provide the Minister responsible for the provincial entity with any information specified by the Minister, including a copy of the agreement, in the time and manner specified by the Minister and any of the following circumstances apply:

- (a) the agreement includes a provision requiring a project to start or end by a certain date and the amendment, extension or renewal is for the purpose of allowing the project to start or end by a date that is no more than one year different from the start or end date that is in the agreement;
- (b) the agreement includes a provision establishing the length of a project and the amendment, extension or renewal is for the purpose of allowing the project to be extended by one year or less;
- (c) the amendment, extension or renewal provides additional federal funding, excluding any in-kind contributions, to a provincial entity that is
 - (i) less than \$100 000, and
 - (ii) less than 10% of the federal funding being provided under the agreement that the Minister approved;
- (d) the proposed amendment, extension or renewal of an agreement would make or result in minor administrative changes.

(2) Subsection (1) does not apply to Calgary Homeless Foundation or Homeward Trust Edmonton.

Exceptions for public post-secondary institutions

8(1) For the purposes of this section,

- (a) “fee-for-service agreement” means an agreement in which a particular set of services is provided in exchange for a set fee, and

- (b) “research” means an undertaking directed to the discovery, extension or application of knowledge through a disciplined inquiry or systematic investigation.

(2) If a public post-secondary institution as defined in the *Post-secondary Learning Act* has provided or agreed to provide the Minister responsible for the *Post-secondary Learning Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the public post-secondary institution is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity if

- (a) the agreement pertains to research, unless greater than 50% of the total funding being provided under the agreement, excluding any in-kind contributions, is capital funding for the development of research facilities,
- (b) greater than 50% of the total funding being provided under the agreement pertains to the following matters:
 - (i) the delivery of an apprenticeship education program as defined in the *Skilled Trades and Apprenticeship Education Act*;
 - (ii) the delivery of a program of study as defined in the *Post-secondary Learning Act*;
 - (iii) the delivery of a foundational learning program as defined in the *Programs of Study Regulation* (AR 91/2009);
 - (iv) the delivery of work placement experiences, including mentorship programs, cooperative placements, practicums and internships, for students as defined in the *Post-secondary Learning Act*, including the provision of wage subsidies;
 - (v) the delivery of language instruction that enables individuals to develop basic language proficiency in one of the official languages of Canada;
 - (vi) the delivery of a continuing education program;
 - (vii) a conference, symposium or other non-instructional event,

or

- (c) the public post-secondary institution is entering into, amending, extending or renewing an agreement in which the public post-secondary institution is
 - (i) a party to a fee-for-service agreement, or
 - (ii) providing space to a federal entity through a lease or short-term rental, the term of which does not exceed 2 months.

Exception for Banff Centre

9 If Banff Centre as defined in the *Post-secondary Learning Act* has provided or agreed to provide the Minister responsible for the *Post-secondary Learning Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, Banff Centre is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity.

Exceptions for school boards

10 If a board as defined in the *Education Act* has provided or agreed to provide the Minister responsible for the *Education Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the board is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity in either of the following circumstances:

- (a) the agreement provides for federal funding under Jordan's Principle;
- (b) the agreement provides for federal funding as part of an education services agreement under section 63 of the *Education Act*.

Exceptions for Banff, Jasper and Lloydminster

11 If the Municipality of Jasper, the Town of Banff or the City of Lloydminster have provided or agreed to provide the Minister responsible for the *Municipal Government Act* with any

information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the Municipality, Town or City, as the case may be, is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity.

Exception for controlled corporations

12 If a controlled corporation as defined in section 75.1 of the *Municipal Government Act* or the controlled corporation's board has provided or agreed to provide the Minister responsible for the *Municipal Government Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the controlled corporation or the controlled corporation's board, as the case may be, is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity.

Exception for municipal agreements with Canadian Armed Forces

13 If a municipal authority has provided or agreed to provide the Minister responsible for the *Municipal Government Act* with any information specified by the Minister in respect of an agreement with the Canadian Armed Forces, including a copy of the agreement, in the time and manner specified by the Minister, the municipal authority is not required to obtain prior approval to enter into, amend, extend or renew that agreement with the Canadian Armed Forces.

Exceptions during emergencies and disasters

14 If a municipal authority has provided or agreed to provide the Minister responsible for the *Municipal Government Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the municipal authority is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity if the agreement is for the purpose of responding to a disaster or emergency as those terms are defined in the *Emergency Management Act*.

**Exception for mortgage agreements with Canada
Mortgage and Housing Corporation**

15 If a management body as defined in the *Alberta Housing Act* or an entity described in section 1(g) has provided or agreed to provide the Minister responsible for the *Alberta Housing Act* with any information specified by the Minister in respect of a mortgage agreement with the Canada Mortgage and Housing Corporation, including a copy of the agreement, in the time and manner specified by the Minister, the management body or entity is not required to obtain prior approval to enter into, amend, extend or renew that mortgage agreement with the Canada Mortgage and Housing Corporation.

**Exception for entities that operate and administer
Alberta Social Housing Corporation assets**

16 If an entity described in section 1(g) has provided or agreed to provide the Minister responsible for the *Alberta Housing Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the entity is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity if that agreement does not relate to the operation or administration of real property assets of the Alberta Social Housing Corporation.

Agreements to provide information

17 For the purposes of this Regulation, an agreement to provide a Minister with information may relate to a particular intergovernmental agreement or to a class of intergovernmental agreements.

Coming into Force

Coming into force

18 This Regulation comes into force on the coming into force of the *Provincial Priorities Act*.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 3.b

Subject: Crowsnest Pass BearSmart Association - Request for a Letter of Support, February 25, 2025

Recommendation: That Council accept the letter from Crowsnest Pass BearSmart Association as information and to provide a letter of support from the Municipality.

Executive Summary:

Requests for letters of support are provided to Council at the subsequent meeting for Council's approval

Relevant Council Direction, Policy or Bylaws:

1307-01 - Letter of Support for Community Groups or Non-Profit Organizations Policy

Discussion:

A request was received for a letter of support from Crowsnest Pass BearSmart Association to have the Karelian Bear Dog Wildlife Aversion Team work locally again in our Municipality.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2025 02 27 - Crowsnest Pass BearSmart Association - Request for a Letter of Support.pdf](#)



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

Attention: Mayor and Council

Dear Sir/Madams:

Our Association is writing to request a letter of support from council for our Karelian Bear Dog Wildlife Aversion Team to once again work locally.

As has been presented, we have recently partnered with our local RCMP detachment and the Citizens on Patrol Program to form a new volunteer based organization to assist and support our local community, officers and wildlife.

Since the retirement of District Officer John Clarke, our program has been dismissed and disintegrated by the new Fish and Wildlife District Officer, with absolutely no efforts to work with our program, and in the end they have euthanized more bears in the last year than District Officer John Clarke did over a 12 year span.

This motivated our organization to look at other options and we are so thrilled that our local RCMP detachment is willing to work with our program; not only to provide safety and security for our residents living with our wildlife, but also for the wildlife that co-exist in our valley. The RCMP are fully authorized under the Alberta Animal Protection Act to respond to wildlife occurrences. Therefore with our knowledge, understanding and their authorization, we believe we can return our community to a safe and respectful valley of coexistence, rather than the scorched earth approach clearly here now.

Our program has been active in the community and surrounding areas for 12 years. A large part of the success as many of you know was the Karelian Bear Dogs handled by John Clarke through the Alberta Fish and Wildlife Division for a total of 16 years.

We are taking it forward to Minister Rebecca Schulz of Alberta Environment and Protected Areas and Minister Todd Loewen of Alberta Forestry and Parks to authorize the use of John Clarke's Karelian Bear Dog team once again, with the support of the RCMP officers that will be on site during any deployment of the K9s.

The K9 team is owned and trained by John Clarke to the same standards as the previous Karelians Bear Dog Teams that serviced our community and they have full liability insurance coverage to work on wildlife aversion.

They are permitted for use in other communities around the province, and have been contracted once again for bear security in Canmore and Kananaskis Country a few times in the upcoming months.

Our community and our wildlife deserve the same protection and service these amazing dogs are able to bring to the people and the wildlife. We are fully prepared to provide any and all information required to make this possible. We truly believe safe coexistence is possible, and a very large part to that plan being successful is teaching our wildlife boundaries and reducing their habituation levels. They are incredibly intelligent and nothing teaches them faster than the language they all understand in the animal world of communication.

We thank you for your time and consideration,

Christy Pool
President
Crowsnest Pass BearSmart Association

On behalf of:

Crowsnest Pass BearSmart Association Board of Directors

P.O. Box 125
Hillcrest, Alberta
ToK ICo
www.cnpbearsmart.com
cnpbearsmart@gmail.com



**Municipality of Crowsnest Pass
Request for Decision**

Meeting Date: March 11, 2025

Agenda #: 3.c

Subject: Letter received from Brent Koinberg, Crowsnest Adventures Ltd.

Recommendation: That Council accept the letter from Brent Koinberg, Crowsnest Adventures Ltd, 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:

N/A

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[2025 03 01 - Letter Received from Brent Koinberg, Crowsnest Adventures Ltd..docx](#)

To Council,

My name is Brent Koinberg and I own and Operate Crowsnest Adventures Ltd. A company that was started 3 years ago out of my passion for sharing the beauty of where I grew up.

Crowsnest Adventures started out as an interpretive guided hike down history lane for how our little piece of heaven got started to overnight backpacking trips. Every trip out explains how my ancestors (Plains Cree) would trade with the many different tribes in the area and continue their trek to the Seattle area and continue north through B.C. into Alberta returning to Frog Lake. As well as how my other heritage side emigrated here over a 100 years ago and worked the many mines, highways and forestry in the area.

After 3 seasons, I have given over 130 hikes to roughly 400 people from out of town. Support local groups like the Crowsnest Consolidated Academic and Athletic Society, 40 Development Assets CNP, and the Livingston School division international student program.

This year I am bringing on 4 new experiences for guests to try. The one I am most excited for is our new Indigenous camping experience. I am currently working on leasing some land just outside of the CNP that would offer guests to sleep in one of seven tipis and learn about how the early indigenous peoples lived. Learning about plant and animals, hear stories by a campfire, eat food prepared by a Native chef. The second thing I am bringing to the municipality and where I am hoping to see a change in one of the current bylaws of not using Off Highway Vehicles on Municipality roads is Guided ATV tours. I'd like to bring more awareness to our beautiful and underutilized lodge at PPK by staging daily Guided tours from the lodge on one of our 4 plus Side by sides and guide used Quads. I'd like to take the road down from the lodge (17th ave.) and turn left on 129th street, Right on 19th ave, right again after the Lyons Creek bridge on to 132nd street and then right again on to the Satoris road (131st street). I am originally asking as a company to be able to bring forward positive change to OHV use on our residential streets again. I am fully aware that I can use the Satoris staging area, but then, my guests and the potential of the Lodge lose out on the possibility for growth and experiences. I would love to open all the Municipality for OHV use as a few more communities in our great province are doing like Coaldale, Lacombe, Linden are examples. Even though the trail is for golf carts, for those that live close to golf courses, many of our residents are fairly close to a trail head to explore our beautiful backcountry. In the event that we start out with Company access from PPK, all of my machines will be highly visible as Crowsnest Adventures tours. We are in the process of creating wraps that will also have supporting/partner companies' logos on them for added exposure for our community.

The ATV tours will also be 4 seasons, Meaning, we will track up in the winter and offer a different kind of winter experience from the ski hill. The route I have chosen for the first year goes back into the Lynx Creek area which was the hunting and seasonal grounds used by the Crow, Cree, and the Blackfoot tribes before Europeans discovered coal in the area. From there, we will be using the mapped trails to go into South York and North York Creek to the Plane crash and then return through Star Creek and over to Blairmore on another OHV trail returning to the Lodge for a meal and socializing.

I believe that if you can allow us to be a great example of how OHV use can be done safely on our streets, that we can open it up to the public with some very basic, but strict rules. I would be happy to help the public follow the new rules. I'd suggest that we stay at 30km/hr on all roads, no use of main street, must follow all rules of the roads with use of hand signals, have front light and rear tail/brake lights, no loud exhausts, licence plates must be visible at all times with insurance and registration, yearly \$10 fee for a Municipality registration sticker on all machines, fines that escalate for repeat offenders and have a 3 strike rule. We don't want the bad seeds to ruin it for everyone again. The local Quad Squad is also in favor of this.

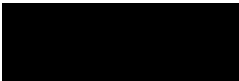
If my company is allowed to use the streets for these tours, I will post on all the Facebook groups, pull ads in the local paper and talk to anyone concerned as to why we are the only ones allowed at this time. It would be great to see everyone eventually be allowed to ride their summer or winter machine to the trail heads.

Thank you for taking the time to read my letter and hopefully vote for a small change that may bring something great back to our very loved community. I am available for any questions or concerns you may have.

Thank you,

Brent Koinberg

Crowsnest Adventures Ltd.





Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 4.a

Subject: Minutes of the Council Meeting of March 4, 2025

Recommendation: That Council adopt the Minutes of the Council Meeting of March 4, 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 03 04 - Council Meeting Minutes.docx](#)

Municipality of Crowsnest Pass
Council Meeting Minutes
Tuesday, March 4, 2025

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, March 4, 2025.

Council Present:

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

Council Absent: Vicki Kubik, Dave Filipuzzi

Administration Present:

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

CALL TO ORDER

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

Amendments:

Consent Agenda

- 10.a Item 3.h - Letter received from Teyel Strandquist, President of Crowsnest Pass Chamber of Commerce – Councillor Sygutek
- 10.b Item 3.g - Letter received from Honourable Ric Mclver, Minister of Municipal Affairs- Councillor Girhiny

01-2025-03-04: Councillor Glavin moved to adopt the agenda as Amended.

Carried

CONSENT AGENDA

02-2025-03-04: Councillor Girhiny moved that Council approve the following Consent Agenda items as amended without debate:

3.a

Minutes of the Crowsnest Pass Senior Housing

THAT Council accept the Minutes of the Crowsnest Pass Senior Housing Meeting Minutes from January 20, 2025, as information.

3.b

Minutes of the Crowsnest Pass Community Library Board of January 28, 2025

THAT Council accept the Minutes of the Crowsnest Pass Library Board Minutes from January 28, 2025, as information.

3.c

ORRSC Executive Committee Meeting Minutes of January 9, 2025

THAT Council accept the Minutes of the ORRSC Executive Committee Meeting Minutes of January 9, 2025, as information.

3.d

Alberta SW Regional Alliance Minutes of the Board of Directors Meeting from January 8, 2025, and February Bulletin

THAT Council accept the Alberta SW Regional Alliance Minutes of the Board of Directors Meeting from January 8, 2025, and February Bulletin, as information.

3.e

2025 02 11 – Letter from Parks and Recreation Advisory Committee Requesting a Timeline on the Trails Masterplan and Request for a Timeline on the Hillcrest Ball Diamond Feasibility Study.

THAT Council accept the Letter from Parks and Recreation Advisory Committee Requesting a Timeline on the Trails Masterplan and Request for a Timeline on the Hillcrest Ball Diamond Feasibility Study, as information.

3.f

Letter received from Honourable Todd Loewen, Minister of Forestry and Parks.

THAT Council accept the letter received from Honourable Todd Loewen, Minister of Forestry and Parks, as information.

Carried

ADOPTION OF MINUTES

03-2025-03-04: Councillor Ward moved to adopt the Minutes of the Council Meeting of February 11, 2025, as presented.

Carried

PUBLIC HEARINGS

Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignate 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

Mayor Painter declared the Public Hearing opened at 7:02 pm for Bylaw No. 1207, 2024.

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

Mayor Painter called for members of the public to speak in favor or opposition to Bylaw 1207, 2024.

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

DELEGATIONS

None

REQUESTS FOR DECISION

Bylaw 1203, 2024 Road Closure Bylaw – Second and Third Reading

04-2025-03-04: Councillor Ward moved second reading of Bylaw 1203, 2024 Road Closure Bylaw.
Carried

05-2025-03-04: Councillor Girhiny moved third and final reading of Bylaw 1203, 2024 Road Closure Bylaw.
Carried

Bylaw 1204, 2024 Road Closure Bylaw – First Reading

06-2025-03-04: Councillor Glavin moved first reading of Bylaw 1204, 2024 Road Closure Bylaw.
Carried

Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignate 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 Second and Third Reading

07-2025-03-04: Councillor Girhiny moved second reading of Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignate 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

08-2025-03-04: Councillor Ward moved third and final reading of Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignate 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

Bylaw 1208, 2024 Road Closure Bylaw - Second and Third Reading

09-2025-03-04: Councillor Girhiny moved second reading of Bylaw 1208, 2024 Road Closure Bylaw.
Carried

10-2025-03-04: Councillor Ward moved third and final reading of Bylaw 1208, 2024 Road Closure Bylaw.
Carried

2025 Municipal Election- Appointment of Returning Officer and Election Considerations for the 2025 Municipal Election - Council Resolutions

11-2025-03-04: Councillor Ward moved to appoint Barb Kelly as the Returning Officer for the 2025 Municipal Election.
Carried

12-2025-03-04: Councillor Glavin moved that Council appoint Kristin Colucci as the Substitute Returning Officer for the 2025 Municipal Election.
Carried

13-2025-03-04: Councillor Girhiny moved to provide for the following voting subdivisions and voting stations in the 2025 Municipal Election:

- a. Subdivision A- Coleman
- b. Subdivision B- Blairmore and Frank
- c. Subdivision C- Bellevue and Hillcrest

Carried

14-2025-03-04: Councillor Glavin moved to provide for special ballots and provide that the application for special ballots may be made by any of the following methods:

- a. In writing
- b. By telephone
- c. In person
- d. By e-mail

Carried

15-2025-03-04: Councillor Ward moved to provide for Institutional voting to be held at the following locations:

- a. Peaks to Pines
- b. Crowsnest Pass Health Centre
- c. Tecumseh Apartments
- d. Westwind Apartments

Carried

Category 1 Grant Approval - Crowsnest Pass Golf Course

16-2025-03-04: Councillor Ward moved that Council approve the release of the Category 1 grant request for the Crowsnest Pass Golf Course in the amount of \$30,000.
Carried

2026 Budget Survey

17-2025-03-04: Councillor Sygutek moved that Council approve the 2026 budget survey questions.
Carried

Parking Discussion - 11777 20th Avenue, Blairmore

18-2025-03-04: Councillor Glavin moved that Council accept the report, as information.
Carried

COUNCIL MEMBER REPORTS

- Councillor Sygutek:
 - Mayor painter asked Councillor Sygutek to attend a meeting in Lethbridge on his behalf, regarding coal mining.
 - Councillor Sygutek and Mayor Painter decided to not attend the meeting after hearing that neither Northback or the Government were going to attend.
 - Noone on behalf of the Municipality will be attending this meeting.

- Councillor Ward:
 - On February 19th Councillor Ward attended the CANDO's AGM
 - Councillor Ward expressed the hard work of the association and highlighted that they raised over \$500,000.00 last year!
 - Councillor Ward gave a shout out to the members of the association and all the hard work and success that they have achieved.
 - Councillor Ward suggested that they request a Delegation slot for an upcoming Council meeting to give Council an update and what their plans are in the coming years.
 - Councillor Ward attended the RMA Presentation that was held regarding the Provincial budget.
 - The province is planning to increase our ASFF (Alberta School Foundation Fund) by 17.7%
 - The ASFF increase on the average home will be anywhere from \$300-\$500
 - The education portion will be a different rate for bigger centers.
 - On personal taxation it's supposed to be \$750.00 for an individual and \$1500.00 for a family but isn't starting until July 1st, 2025.

- Councillor Glavin:
 - Attended the landfill meeting, she reported that they are changing the location of the scale, this will make it so traffic can come in and out of the landfill at the same time.
 - A few members of Council attended the Family Day activities and said it was a wonderful turnout and gave a shout out to the Community Services team for hosting another successful event!

- Mayor Painter:
 - Mayor Painter mentioned that he has noticed the recycling bins are being utilized.
 - Between the three bins, they are emptied around 30 times per month.
 - April 1st, 2025, there will be a new company taking over the recycling program.
 - Beginning April 1st, they will look at the recycling program that the Municipality currently offers and maintain that.
 - Once the new company understands our current program, they will ramp it up to their mandate. We currently do not have any further timelines or information on this yet.
 - Attended the Family Day event and expressed it was a great event.
 - Mayor Painter expressed his gratitude to the fellow Council members for taking time out of their day to attend the event.
 - Attended the Provincial budget presentation.
 - Mayor Painter was approached at the RMA Convention in the fall about setting up an Eastern Slopes Task Force.
 - This includes all Municipalities all the way up the Eastern Slopes.
 - On March 3rd they had their first official meeting.
 - Kara Westerlund, RMA President chaired the meeting.
 - Warren Noga and Kallie Wischoff also was in attendance on behalf of RMA
 - Also in attendance was:
 - Cam Garder, MD of Ranchlands.
 - Lisa Rosvold, MD of Bighorn.
 - Luc Mercier, Yellowhead County
 - Michelle Swanson, Clearwater County
 - Glem Alm, MD of Willowcreek
 - Each member discussed what's happening in each of their communities.
 - Influx of random camping which is resulting in our Municipalities policing the camping and cleaning up after them.
 - Not enough campgrounds and restrooms.
 - Puts stress on our first responders; fire, search and rescue, as well as our RCMP out of our community to

deal with issues up highway 40 and within our community.

- Brings in increased ATV activity in town, which our residents do not like.
- Increased wildlife interactions, because of waste not being properly disposed of.
- Expressed that all members feel like more Fish & Wildlife presence in the back country would be beneficial.
- It was discussed that Municipalities in the Eastern Slopes should receive a percentage of the random camping fees due to our Municipalities resources being used to take care of issues not in our jurisdiction.
- RMA suggested that Municipalities should track how many times we have to go out and address issues in the back country.
 - The costs associated with our CPO's, Search and Rescue and Fire having to go out and deal with issues.
 - Recommending that we track during a long weekend so that RMA can go back to the Government with statistics.
 - Increased costs and usage of our Sani-dump stations.

PUBLIC INPUT PERIOD

None

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

10.a Letter Received from Teyel Strandquist, President of Crowsnest Pass Chamber of Commerce Regarding a Request for Funding.

19-2025-03-04: Councillor Sygutek moved that Council fund the Chamber of Commerce to attend The Outdoor Adventure Show from the Council budget in the amount of \$1600.00 with the condition that the Chamber of Commerce report back to Council with statistics about how many people they see and where they are from etc.
Carried

10.b Letter received from Honourable Ric McIver, Minister of Municipal Affairs.

20-2025-03-04: Councillor Girhiny moved that Council accept the letter received from Honourable Ric McIver, Minister of Municipal Affairs, as information.
Carried

IN CAMERA

21-2025-03-04: Councillor Ward 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 brief recess at 7:59 pm:

Personal Privacy – Board Member Applications - FOIP Act Section 17
Personal Privacy – Code of Conduct Complaint – FOIP Act Section 17
Personal Privacy – Code of Conduct Complaint – FOIP Act Section 17
Carried

Reconvene

Mayor Painter convened the In Camera meeting at 8:07 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

Recuse

Mayor Painter left the room at 8:12 pm.

Return

Mayor Painter Returned at 8:17 pm.

22-2025-03-04: Councillor Glavin moved that Council come out of In Camera at 9:14 pm
Carried

23-2025-03-04: Councillor Ward moved that Council appoint Bonnie Castellarin as a member on the Crowsnest Pass Senior Housing Board.
Carried

Recuse

Mayor Painter left the room at 9:15 pm.

24-2025-03-04: Councillor Ward moved that Council has reviewed the Code of Conduct Complaint and addressed accordingly.
Carried

Return

Mayor Painter Returned at 9:18 pm.

25-2025-03-04: Councillor Girhiny moved that Council has reviewed the Code of Conduct Complaint and addressed accordingly.
Carried

26-2025-03-04: Councillor Sygutek moved that Administration create wording to inform of proper conduct during public hearings.
Carried

ADJOURNMENT

27-2025-03-04: Councillor Girhiny moved to adjourn the meeting at 9:21 pm.
Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 5.a

Subject: Bylaw 1221, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as: a portion of NW¼ 21-7-3-W5M, containing ±0.76 ha (1.9 acres), from “Recreation & Open Space – RO-1” to “High Density Residential – R-3”; and Lot 35, Block 2, Plan 831 1587, containing 0.38 ha (0.9 acres), from “Non-Urban Area – NUA-1” to “High Density Residential – R3” and; Lot 15, Block 7, Plan 111 2697, containing ±2.19 ha (5.4 acres), from “Recreation & Open Space – RO-1” to “High Density Residential – R-3” - Public Hearing

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

Executive Summary:

Bylaw 1221, 2025 proposes to redesignate the said lands for the purpose of allowing the landowner / applicant to apply for development permits, supported by Comprehensive Site Development Plans for the three properties, to develop "Apartment Building not exceeding 3 storeys or 14.0m (45.9 ft)", which is a permitted use in the R-3 district.

The applicant has a conditional purchase offer with the Municipality to acquire these lands at the current assessed market value.

Relevant Council Direction, Policy or Bylaws:

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

Municipal Development Plan Bylaw No. 1059, 2020

Land Use Bylaw No. 1165, 2023

Discussion:

Public Hearing

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Notice Bylaw 1221, 2025 - CNP LUB 1165, 2023 multiple parcels \(February 2025\) notice.pdf](#)

[1221, 2025 - Taylor Rayner - Written Public Hearing Submission.pdf](#)

[1221, 2025 - Sanja Veldman - Written Submission.pdf](#)

[1221, 2025 Laine Norris Ohrn- Written Public Submission.pdf](#)

[1221, 2025 - Maya Veldman - Written Public Hearing Submission.pdf](#)

[1221, 2025 - Harry Veldman - Public Written Submission.pdf](#)

[1221, 2025 - Alix Hennig - Public Hearing Written Submission.pdf](#)

[1221, 2025 - Anne Marie Bishop - Written Public Submission.pdf](#)

[1221, 2025 - Chris Matthews- Written Public Submission.pdf](#)

[1221, 2025 - Jessy Dubnyk - Written Public Hearing Submission.docx](#)

[1221, 2025 - Mike and Marg Oleksow - Written Public Submission.docx](#)

[1221, 2025 - Mike Tuck - Written Public Submission.docx](#)

[1221, 2025 - Jenn Tuck- Written Public Submission.docx](#)

[1221, 2025 - Dale Anderson - Written Public Submission.docx](#)

[1221, 2025 - Mandee and Tom Brown - Written Public Submission.docx](#)

[1221, 2025 - Teri Lynn Harrison - Written Public Submission.docx](#)

[1221, 2025 - Allison Capron - Written Public Submission.pdf](#)

[1221, 2025 - Vern Harrison - Written Public Submission.docx](#)

[1221, 2025 - Amy Rienzo - Written Public Submission.pdf](#)

[1221, 2025 - Colleen McNeil - Written Public Submission.pdf](#)

[1221, 2025 - Maxine Howe - Written Public Submission.pdf](#)

[1221, 2025 - Mindy Pawluk - Written Public Submission.docx](#)

[1221, 2025 - Cory Wojtowicz - Written Public Submission.docx](#)

[1221, 2025 - Brad McKenzie - Written Public Submission.docx](#)

[1221, 2005- Lori Carey - Written Public Submission.pdf](#)

[1221, 2025 - Kate McNeil - Written Public Submission.pdf](#)

[1221, 2025 - Cassandra Spoelder - Written Public Submission.docx](#)

[1221 2025 - Brian Gallant - Written Public Submission.pdf](#)

[1221, 2025 - Maureen and Ian Thomson - Written Public Submission.docx](#)

[1221, 2025 - Keith and Debra Tkachuk - Written Public Submission.pdf](#)

[1221, 2025 - Bill Ogertschnig - Written Public Submission.pdf](#)

[1221, 2025 - Gail Colucci - Written Public Submission.pdf](#)

[1221, 2025 - Stephen Taylor - Written Public Submission.pdf](#)

[1221, 2025 - Del and Betty Dueck - Written Public Submission.pdf](#)

[1221, 2025 - Don and Beryl Orr - Written Public Submission.docx](#)

[1221, 2025 - Callie James - Written Public Submission.docx](#)

[1221, 2025 - Dawn Orr Ellison - Written Public Submissions.docx](#)

[1221, 2025 -Shirley Melnychuk - Written Public Submission.docx](#)

[1221, 2025 - Ralph Tiegen- Written Public Submission.pdf](#)

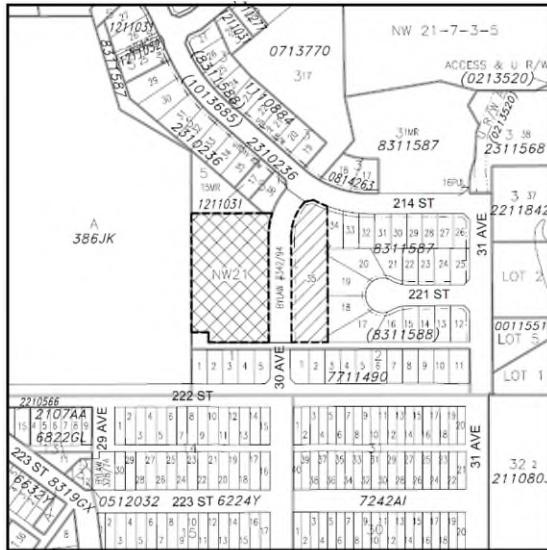
NOTICE OF PUBLIC HEARING

MUNICIPALITY OF CROWSNEST PASS
IN THE PROVINCE OF ALBERTA


PROPOSED BYLAW NO. 1221, 2025

1:00PM, March 11th, 2025


Municipality of Crowsnest Pass Council Chambers

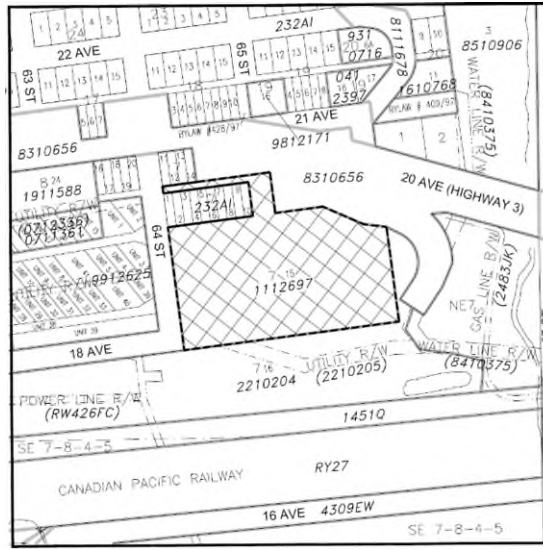


LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'
PORTION OF NW 1/4 SEC 21, TWP 7, RGE 3, W 5 M

 FROM: Recreation & Open Space RO-1
TO: High Density Residential R3

LOT 35, BLOCK 2, PLAN 8311587

 FROM: Non-Urban Area NUA-1
TO: High Density Residential R3



LAND USE DISTRICT REDESIGNATION SCHEDULE 'B'

 FROM: Recreation & Open Space RO-1
TO: High Density Residential R3

LOT 15, BLOCK 7, PLAN 1112697 WITHIN
NE 1/4 SEC 7, TWP 8, RGE 4, W 5 M

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. 1221, 2025, being a bylaw to amend Bylaw No. 1165, 2023, being the municipal land use bylaw.

The purpose of Bylaw No. 1221, 2025 is to redesignate the lands legally described as

- A. A portion of NW¼ 21-7-3-W5M, containing ±0.76 ha (1.9 acres), from “Recreation & Open Space – RO-1” to “High Density Residential – R-3”; and Lot 35, Block 2, Plan 831 1587 (3001 214th Street in Bellevue), containing 0.38 ha (0.9 acres), from “Non-Urban Area – NUA-1” to “High Density Residential – R3”; as shown on Schedule ‘A’; and
- B. Lot 15, Block 7, Plan 111 2697 (1801 64th Street in west Coleman), containing ±2.19 ha (5.4 acres), from “Recreation & Open Space – RO-1” to “High Density Residential – R-3”, as shown on Schedule ‘B’.

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 “High Density Residential – R-3” land use district.

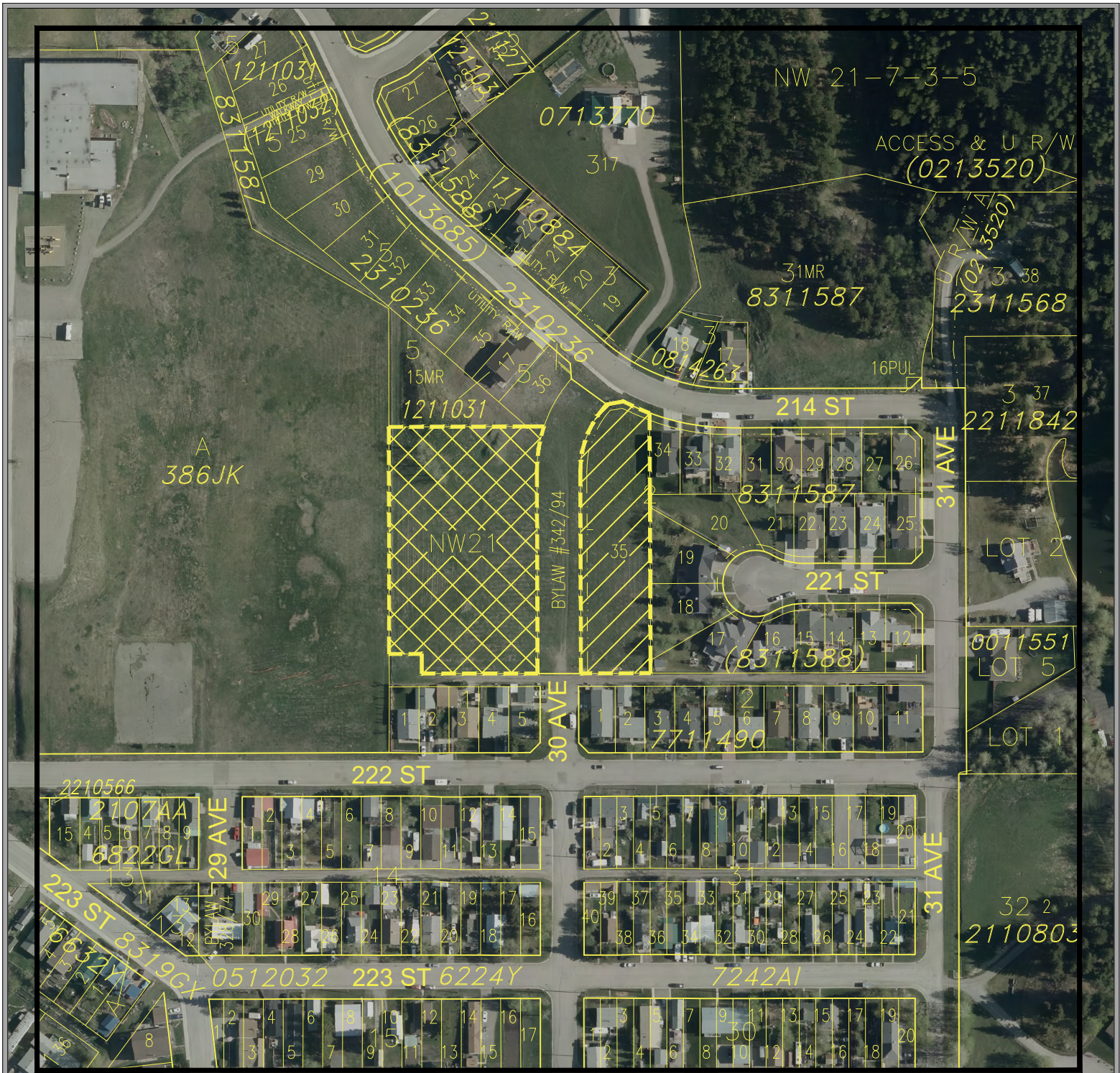
THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1221, 2025, will be held in the Municipality of Crowsnest Pass Council Chambers at 1:00PM on March 11th, 2025. Each person shall be allotted 5 minutes to present their position.

AND FURTHER TAKE NOTICE that anyone wishing to provide slide decks, maps, videos or a written submission regarding the proposed bylaw should email: Executive Assistant to the CAO at publichearings@crowstpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on March 3rd, 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@crowstpass.com.


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

DATED at the Municipality of Crowstpass in the Province of Alberta this 12th day of February 2025.




LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

PORTION OF NW 1/4 SEC 21, TWP 7, RGE 3, W 5 M

 FROM: Recreation & Open Space RO-1
TO: High Density Residential R3

LOT 35, BLOCK 2, PLAN 8311587

 FROM: Non-Urban Area NUA-1
TO: High Density Residential R3

MUNICIPALITY: MUNICIPALITY OF CROWSNEST
PASS (BELLEVUE)

DATE: FEBRUARY 3, 2025

Bylaw #: 1221, 2025
Date: _____

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

Aerial Photo Date: May 19, 2021



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February 03, 2025 N\C-N-P\CNP LUD & Land Use Redesignations
Crowsnest Pass - Portion of NW21-7-3-5 & Lot 35, Block 2, Plan 8311587 & Lot 15, Block 7, Plan 1112697.





**LAND USE DISTRICT REDESIGNATION
SCHEDULE 'B'**



FROM: Recreation & Open Space RO-1
TO: High Density Residential R3

LOT 15, BLOCK 7, PLAN 1112697 WITHIN
NE 1/4 SEC 7, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS (COLEMAN)

DATE: FEBRUARY 3, 2025

Bylaw #: 1221, 2025
Date: _____

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

Aerial Photo Date: May 19, 2021



1221, 2025 - Conceptual Rendering



From: Taylor Rayner [REDACTED]

Sent: Wednesday, February 19, 2025 1:45 PM

To: Public Hearings <publichearings@crowstpass.com>

Subject: Proposed Bylaw 1221,2025

To whom it may concern,

My name is Taylor and Ive been a resident of Mohawk Meadows for the past 2 years.

I have just been given a letter from a fellow neighbour consisting of several apartment buildings proposed to be built in the neighbouring field.

I have numerous concerns with this, but the main one being, why is this the first I'm hearing of it when I live in the neighborhood that will be directly affected by this?

My neighbour directly across from me, had to mail out letters to everyone just to be able to 'possibly' use his loft in his garage as a rental property, yet a massive 9 building campus goes completely unheard of....

Secondly, I did NOT purchase a home in this development with the idea that I would soon have hundreds of neighbours!

Infact, I actually purchased my home BASED on the fact that #1 it was a very quiet neighbourhood, and was told by my realtor Oliver Strickland, that this development would remain a serene area!

#2 It would consist of ONLY single family custom homes (also told by Oliver) which any sort of high density development CERTAINLY IS NOT!

The area that is being proposed, residents are not even aloud to DRIVE on because it is Archeologically designated, but your going to ignore that and destroy it to slap up some apartment buildings...

Lastly, I do not pay nearly \$5000 a year in taxes to live in a busy high-traffic neighbourhood, im told my taxes are ridiculously high because “my views” and im in a “desired neighbourhood”, so firstly your taking away anyone’s views that will be behind those, and secondly traffic like we live in a city certainly does not make this a desirable neighbourhood. So will taxes reflect the decreases we’ll face?

Sincerely, a tax paying resident of this neighbourhood.

To the executive assistant to the CAO

My name is Sanja Veldman. I am a long time resident and a taxpayer. I am 100% against this city type development in the Crowsnest Pass. Please vote against the bylaw (No. 1221) asking to change from RECREATION AND OPEN to HIGH DENSITY RESEDINTIAL in Bellevue including also the Non urban area to high density residential also in Bellevue . This is a small mountain community with a very large area. If you must put in high density residential put it in an area where there is not an established neighborhood.

The Crowsnest Pass is huge. Why do you need to put it into people's back yards.

This is simply wrong!!

Thanks

Sanja Veldman

RECEIVED

FEB 27 2025

MUNICIPALITY OF
CROWNEST PASS

Box 72, Bellevue T0K0C0

February 27, 2025

Lakin McKee
Executive Assistant
Office of the Chief Administrative Officer
Office of Mayor and Council
Municipality of Crownsnest Pass

Re: Bylaw 1221,2025 March 11, 2024

The proposed change to "High Density Residential-R-3" zoning in Mohawk Meadows is simply not acceptable.

This is a quiet residential neighbourhood of custom built single family homes. There are a myriad of reasons why this is not acceptable:

- * monetary value of our homes will be severely impacted by such a drastic change;
- * high density structures three stories in height will ruin the view of the beautiful area we live in
- *108 units translates to likely 200 more vehicles populating an area with limited access that has already reached it's maximum capacity
- * impact on infrastructure and cost of same
- * the archaeological designation

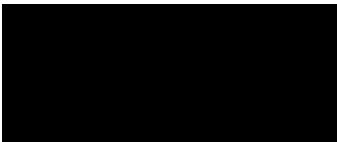
I have no objection to single story structures or duplexes. But 3 story structures are NOT compatible with this area.

I implore you to step back and re evaluate this decision. Remain mindful of your fiduciary duty to the people who put their trust in you. You were elected in good faith to represent our best interests, and I feel you have lost sight of this moral obligation.

Sincerely yours,



Laine Norris Ohrn



To: the executive assistant to the CAO Side note - This is the second time sending this and I have not received a confirmation as i know others have

Hi, My name is Maya Veldman, I am 100% against this city type development in the Crowsnest Pass. Please vote against the bylaw No.1221 asking to redesignate the lands from RECREATION AND OPEN to HIGH DENSITY Residential in Bellevue including also the Non urban area to high density residential also in Bellevue I recently lived in a city and can speak from experience that having wide open spaces and views is a wonderful thing, and congestion is horrible. Please do not wreck the Crowsnest Pass with high density building. It simply does not belong here!

Thanks

Maya Veldman

To: the executive assistant to the CAO

Hi, My name is Harry Veldman, Lifelong resident and taxpayer. I am 100% against this city type development in the Crowsnest Pass. Please vote against the bylaw no. 1221,2025 asking to redesignate the lands from RECREATION AND OPEN to HIGH DENSITY Residential in Bellevue including also the Non urban area to high density residential also in Bellevue. To be clear I am pro development. However, a project such as this one does not belong in an established neighborhood. It is unfair to ask the citizens in this area to make such a large sacrifice for what council must consider for the greater good. The Crowsnest Pass is huge, I am sure with a little effort you could find a location for this kind of development without sacrificing the citizens of this community.

Thanks

Harry Veldman

To Whom it May Concern:

I have the following concerns regarding the proposed rezoning bylaw 1221 in Bellevue:

- Does the CNP and the Bellevue community have the capacity for water and sewage removal (infrastructure) to allow high density residential development at 3001 214 Street? There has already been additional residential building in Bellevue and with this increase of 108 new high density dwellings does this put us over the top or very close to maxing out the infrastructure we now have? If so, what additional resources will the Municipality add to ensure the community of Bellevue has enough capacity for water and sewer?
- Do we have the ability to move additional traffic down 27 Avenue (the possibility of 216 additional vehicles)? With the highway 3 rebuild and the loss of the center access to Bellevue, it would mean a huge increase to traffic from west to east and east to west in Bellevue. Those who live in Bellevue will need to use this traffic artery to access their mail, go to physio, the bookstore, for coffee and exit the west entrance or east entrance to Bellevue and onto highway 3.
- The community needs additional residential space but does this rezoning come at the cost of infrastructure: water, sewer, roads and traffic increase that a small community does not have the capacity to address?
- I understand this is an archeological area where development is not to be approved. Has this designation changed?

I would appreciate answers to these questions so that I am properly informed on bylaw 1221.

Thanks for addressing my concerns:

Alix Hennig

[REDACTED]

[REDACTED]

[REDACTED]

Feb 28, 2025

TO: THE MUNICIPALITY OF THE CROWSNEST PASS

8502 19TH AVE, COLEMAN ALBERTA, T0K0M0

To Whom It May Concern,

I am writing to express my concern with the proposed rezoning of land to the south east of the MDM in Bellevue with expectation of land development.

I am in support of new housing development in the Crowsnest Pass. The recent vote held by the Municipality indicates our community is in support of new employment opportunities through sustainable mining. As such we will need additional housing for these employees. I also feel that we need this in our community at present as employees in nearby mines in BC are also in search of affordable housing. I feel this location would be as good a place as any to look at a new housing development.

My concern stems around the density of the proposed construction. Nine buildings seem excessive in such a small location. In addition, I feel that adding this amount of people will place excessive traffic in the existing roads and our current structure will not support this traffic. I am wondering what changes the Municipality would do to address this issue should the land be rezoned and the development ensue.

I am also concerned with the water pressure that will result with the construction of these buildings. I have been a resident of [REDACTED] street since 2014, and have seen a reduction in the water pressure since the construction of the new houses in Mowhawk meadows. I am

[REDACTED]

wondering what plans the Municipality plans on doing to mitigate further water pressure reduction.

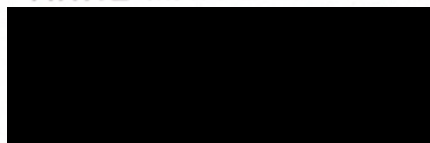
I understand there will be a public hearing March 11, and I plan on attending this. It would have been nice to hold the public hearing prior to the written submissions so concerns could be heard and addressed by the municipality.

Thank you for your time in considering these concerns.

Sincerely,

Anne Marie Bishop

ANNE MARIE BISHOP



March 1, 2025

Attn: Mayor and Council

RE: Public Hearing for PROPOSED BYLAW NO. 1221, 2025

Hello Mayor and Council.

I am writing to comment on the proposed Bylaw #1221,2025. While I believe that density rezoning is needed aspect of the future of our Municipality, I am **OPPOSED** to this proposed Bylaw as presented.

It is odd to have two parcels of land so detached to be part of the same Bylaw. It makes it difficult to comment, provide feedback, and support the Bylaw due to the diversity of the properties. Each property has different pros and cons for rezoning.

My concerns are focused on the Bellevue properties. This is a primarily a single-family-dwelling neighbourhood with good options for more density development, but transitioning drastically from R1 to R3 in very little distance does not seem like a smart design for a vibrant neighbourhood. Is there an Area Structure Plan for this property that an Urban Planner says is best practice to rezoning R3 in the backyards of R1. In honesty I would not have an issue with R2 rezoning/plan because it seems more in keeping with the neighbourhood and promotes much needed density housing.

I am **adamantly opposed** to the rezoning of Lot 35, Block 2, Plan 831 1587 (3001 214th Street in Bellevue) to R3, as it infringes and likely negatively impacts current property owners of the adjacent properties.

I would also ask for consideration of the archeological designation and the well-known dense amount of indigenous artifacts buried in that property. How will rezoning impact the few connections Crowsnest Pass has with the Indigenous communities who first called this area home. Is there any consideration for recognition, or setting aside areas to not develop to mark how vibrant that area in Bellevue was as a campsite to the Piikani Nation?

While rezoning for higher density living fulfills aspects of the Municipal Development Plan, I would question how this Bylaw advances other aspects of the MDP. When deciding on how you will vote on the Bylaw for rezoning could you please tell your constituents how your vote advances other aspects of the MDP namely:

- **2.1.3 New Residential Neighbourhood Design Standards**

- **1. traffic calming measures and proper street and lot layout to minimize through traffic and speeding**
- **2. retention and integration of natural, cultural and historically important features**
 - **2.2.1 Impact on Adjacent Development**
 - **2.2.2 Maintenance of Viewscapes**
 - **3.1.9 Advancing Our Heritage**
 - **3.1.11 Natural Cultural Rural Historic Landscape**

Lastly, I am by no means an expert on all the rules, but having a motion for land sale at a value that may or may not be under market value and rushed for a June completion with development permits not required until 2027, in the same meaning you breach that land's rezoning, raises more questions than answers. Clarification and communication seems prudent in such a large rezoning, even if it slows the process.

I hope my remarks cause pause and consideration for the proposed rezoning. I sincerely hope that the impacted neighbourhood residents, Municipal Administration, and any potential developers can take the time and work to make a flourishing residential neighbourhood in Bellevue and Coleman with some smart density rezoning. I do not believe we are there yet.

Sincerely,

Chris Matthews 

Jessica Dubnyk

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

March 1, 2025

Municipality of Crowsnest Pass

Attention: Executive Assistant and Development Officer
P.O. Box 600
Crowsnest Pass, AB
T0K 0E0

Subject: Proposed Bylaw No. 1221, 2025; Hearing date March 11, 2025

Dear Executive Assistant, Development officer, and Council Members,

I am writing to formally express my concerns with the proposed rezoning bylaw (Bylaw 1221-2025) for the lands east of MDM in Bellevue, which aims to develop a High-Density Residential (R3) complex consisting of 108 units and 9 three-story apartment towers. As a resident of the community, I have significant concerns regarding the scope of the project, its environmental impact, and the process through which it is being pushed forward.

While I fully support responsible development and the need for affordable housing in our region, the proposed development raises several critical issues that must first be addressed:

1. Lack of Public Consultation and Transparency:

The rezoning process is being rushed without proper public consultation. The public hearing on March 11, 2025, is the only opportunity for verbal input, and the deadline for written feedback is March 3, 2025. Many residents, myself included, have had little to no opportunity to express our concerns about the development.

- **Is this what the municipality considers “adequate” engagement for a project of this magnitude?**

2. Archaeological Concerns:

The lands in question have been designated as archaeologically significant by the Government of Alberta with a Historic Resource Value 4 which indicates lands that contain a historic resource that may require avoidance or assessment. This land also holds a Restricted Development Covenant from 1999 that prohibits

development in this area and has clear signage indicating the archeological designation.

- **How is the municipality addressing these historical protections?**
- **Will there be conditions to engage with First nations councils to ensure their perspectives and concerns are addressed?**

3. Environmental and safety Concerns:

There are significant environmental concerns regarding methane emissions from a coal seam on the property, as well as high water tables and ongoing seepage into surrounding areas.

- **How have these environmental and human health safety risks been considered and addressed in relation to this development?**

4. Inadequate Infrastructure and Strain on Resources:

The current infrastructure in the area, including sewer, water, and road systems, is considered by the community to already be under strain. The addition of 108 units in such a dense configuration will intensify these issues.

- **Who will be responsible for the cost of upgrading infrastructure? If no upgrades are proposed, who will be liable if these issues require attention in the near future due to increased use?**
- **Have traffic studies been conducted to evaluate the impact on the surrounding roads and neighborhoods?**
- **According to the current draft design proposal, there is not enough parking as required by the land use bylaw, is this true? If so, will the developer be required to alter their design to provide sufficient off-street parking?**

5. Impact on Property Values and Community Character:

The proposed development will significantly alter the character of the area, introducing a high-density residential complex in a predominantly low-density, peaceful residential neighborhood. The nine apartment towers will negatively alter the quality of life for existing residents and could negatively affect property values. Many of us purchased our homes with the expectation of a quiet, serene environment that consists of 100-year old residential homes. This development, as currently proposed, is incompatible with the character of the surrounding area.

- **Is there an Area Structure Plan being completed?**

6. Financial and Developmental Transparency:

Provided the conceptual rendering, it appears that the municipality may have entered into a conditional offer with the developer for the site. The lack of transparency surrounding the land valuation and the conditional offer raises concerns about the financial decisions being made on behalf of the community.

- **Who is the developer?**
- **What is the value of the conditional offer, and does it reflect the market value of the land?**
- **Will this development result in attainable or affordable housing? Are they condos or apartments?**

The project, as currently presented, fails to address the critical issues that could negatively impact the environment, infrastructure, and quality of life for residents in the area. I respectfully request that the Municipality conduct a more thorough public consultation process, study the environmental, archaeological, and infrastructure concerns, and explore alternative options for responsible development that align better with the character and needs of our community.

I urge the Council and Municipal Administration to pause the rezoning of this land until the information is provided, proper assessments conducted, and all the communities are adequately addressed.

Thank you for considering my views on this important issue. I look forward to hearing how the municipality plans to address these concerns.

Sincerely,

Jessica Dubnyk

Concerned Bellevue Resident

□

Public Hearings

Sat 3/1/2025 5:57 PM

SUBJECT: Bylaw no. 1221, 2025 Public hearing, date March 11, 2025

Crowsnest Pass has been our home for 44 years. We have lived on 222 St in Bellevue for 44 years and have always felt blessed to raise our family here.

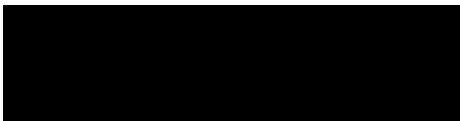
Our children walked to MDM school. They played in the field. Now our grandchildren play and run and laugh in the field. And we as Grandparents watch them. I love walking and walk in the field or go to a neighbours across the field.

We sit in lawn chairs in the back and watch sunsets and feel the breeze as we look across the field. We watch the thunder and lightening storms as they come in. We watch where deer bed down for the night in the field. We also see the occasional foxes. We are truly blessed to be living here.

Please vote against the bylaw no. 1221, 2025 asking to redesignate the lands from RECREATION and OPEN to HIGH DENSITY Residential in Bellevue including also the Non Urban area to High Density Residential also in Bellevue.

Thank you kindly,

Mike and Marg Oleksow



Municipal of Crowsnest Pass
Executive Assistant of the CAO
Town Council or Planning Department

Subject: Concerns Regarding Proposed Development in Bellevue, Alberta

I am writing to formally express my concerns, as well as those of many Bellevue residents, regarding the proposed development in our community. While growth and development are inevitable, it is critical to ensure that any new project aligns with Bellevue's existing infrastructure capacity, preserves our community's historical significance, and maintains the quality of life for current residents.

Infrastructure Strain and Safety Concerns

One of the most pressing concerns is the impact this development will have on our already strained infrastructure. Our roads are not equipped to handle a significant increase in traffic, and several intersections—including the one at MDM and 222 Street, as well as multiple others without proper signage—are already dangerous. Adding more vehicles to these roads without addressing these safety hazards will only increase the risk of accidents.

Additionally, parking is already an issue in many parts of Bellevue, and without careful planning, this development could exacerbate the problem. Our sewer and water systems must also be evaluated to determine whether they can support a substantial population increase. Has a comprehensive study been conducted to assess whether Bellevue's infrastructure can accommodate this growth?

Lack of Essential Services

Another concern is the lack of local amenities, such as grocery stores and other essential services. Bellevue currently does not have adequate retail options to support a

growing population, forcing residents to travel elsewhere for basic necessities. Without a clear plan to address this shortfall, the new development may create additional burdens on both new and existing residents.

Impact on Property Values and Views

The proposed development is also poised to block scenic views that many residents value, potentially reducing property values in the area. Bellevue is known for its natural beauty, and any new development should be designed to complement rather than obstruct these features.

Historical Significance and Archaeological Concerns

Beyond these logistical issues, there is a significant historical concern regarding the proposed development site. The area has been designated as a Historical Resource due to an archaeological dig conducted in 1970, which revealed that it was historically utilized by Indigenous tribes for hunting and camping purposes as far back as 6,000 to 8,000 years ago. If this development proceeds, it is imperative that the developer adheres to the necessary historical resource approval processes to ensure that this culturally significant site is protected. Can you confirm what steps will be taken to safeguard this important part of our region's history?

Conclusion

Bellevue is a unique and historically rich community that deserves careful consideration when it comes to future development. I urge the council and planning department to conduct thorough impact studies, ensure proper infrastructure upgrades, address safety concerns, and uphold historical preservation requirements before approving this project.

I appreciate your time and attention to these concerns and look forward to your response. Please let me know how the community can stay informed and engaged throughout this process.

Sincerely,

Michael Tuck



February 26, 2025

To: Executive Assistant of the CAO

Subject: Concerns Regarding Proposed Development in Bellevue, Alberta

I am writing to formally express my concerns, which are shared by many residents of Bellevue, regarding the proposed development in our area. While we understand that growth and development are part of a community's evolution, it is essential that any new projects are carefully planned to align with Bellevue's existing infrastructure, preserve the community's historical significance, and maintain the high quality of life that current residents enjoy.

The proposed development site has been designated as a Historical Resource due to findings from an archaeological dig in 1970, which revealed that the land was used by Indigenous tribes for hunting and camping for thousands of years. It is crucial that any development on this site respects its cultural importance. How much more land that is supposed to be protected are we willing and able to cover in concrete without consequence? Have the elders of the Indigenous tribes been addressed about this?

One of the most urgent concerns is the potential strain this development could place on our already overburdened infrastructure. Our roadways, especially the intersection of MDM and 222 Street, along with other areas lacking sufficient signage, are not equipped to handle an influx of additional traffic. These intersections are already hazardous, and without addressing these safety concerns, the risk of accidents will likely increase.

Parking is another issue that has been growing in Bellevue. Without adequate planning, this development could worsen the existing parking shortages. In addition, our water and sewer systems need to be assessed to determine whether they can support the demands of a growing population. Has a comprehensive study been done to evaluate if our infrastructure can handle this expansion? This seems to have been thrown together so rapidly that I'm concerned a proper analysis of the area has not been conducted.

Additionally, the proposed development also threatens to obstruct the beautiful views that many Bellevue residents cherish, potentially leading to a decline in property values.

Bellevue's natural beauty is one of its defining characteristics, and any new development should be designed to enhance, rather than detract from, these scenic vistas. In particular, the construction of apartment buildings in a small, tight-knit community like ours could lead to a devaluation of surrounding properties. Many of us bought homes here because of the quiet, residential nature of the area, and the addition of large-scale apartment buildings could significantly alter the character of the neighborhood and lower property values.

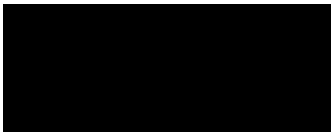
Furthermore, the safety of children in the community is a pressing concern. Many areas of Bellevue lack sidewalks, and visibility at key intersections is poor. This creates serious risks for pedestrians, especially children who walk to school or play outside. With the potential increase in traffic, these issues could become even more dangerous. If this development proceeds, it is crucial that the planning includes measures to improve pedestrian safety, such as proper sidewalks and better visibility at intersections, to protect the most vulnerable members of our community.

In conclusion, Bellevue is a unique community with a rich history, and it is essential that we approach future development thoughtfully. I urge the council and planning department to carry out detailed impact assessments, implement necessary infrastructure upgrades, address safety concerns, and ensure the preservation of historical sites before moving forward with this project.

I appreciate your attention to these matters and look forward to your response.

Sincerely,

Jennifer Tuck



To: Executive Assistant to the CAO

My name is Dale Anderson. I recently built a new home for my family in the neighborhood of Mohawk Meadows. [REDACTED]

I am absolutely opposed to this new Bylaw Proposal No. 1221, 2025 on the grounds that it puts high density development immediately adjacent to the low density, high end homes neighborhood in which I, and many others live. The immediate effect of this bylaw being passed is the significant reduction of the value of all homes in the adjacent neighborhood, including mine. Those of us who live here will lose the equity we have been building up in our homes over the years. It will also eliminate the desire for anyone else wanting to build anymore high end homes in our neighborhood, thus ruining the established purpose and design for this unique neighborhood. Furthermore, those of us who already chose to build here (specifically because of the type of high end neighborhood that it was designed and planned to be), will find it significantly harder to now sell our homes.

The whole reason we chose to build in this neighborhood was because of its high end design as well as knowing that the open field across from our house, where this proposed development wants to go, was designated as a protected archeological site, and thus would not be developed in the future. If we would have known at that time that this special status could be easily revoked, and if we knew that the Municipality had no real proper rules on keeping high density and low density high end housing adequately separate from each other, we would never have built here.

Bottom line is that if this proposed bylaw gets passed, many many residents already living here will lose significant amounts of value and equity in their homes. This seems obviously unfair and wrong for the municipal to allow this to happen.

Sincerely,

Dale Anderson

Sent from my iPhone

Subject: Concerns Regarding Proposed Development in Bellevue, Alberta

As concerned residents of Bellevue, we are writing to share our thoughts on the proposed development in our community. While growth is a natural and necessary part of progress, it is essential that any new project aligns with Bellevue's existing infrastructure, respects its historical significance, and preserves the quality of life for current residents.

Infrastructure Strain and Safety Concerns

One of the most pressing concerns about this development is the strain it will place on Bellevue's already overburdened infrastructure. Our roads are struggling to handle current traffic levels, and several intersections—such as MDM and 222 Street, along with others lacking proper signage—are already dangerous. Residents navigate these roads daily, facing near-misses and safety hazards that have yet to be addressed. Adding even more vehicles without first resolving these critical issues will only increase congestion, frustration, and, most alarmingly, the risk of serious accidents.

Parking is another major concern. Many neighborhoods in Bellevue already experience overcrowded streets, making it difficult for residents and visitors alike to find parking. Without thoughtful planning, this development could exacerbate an already frustrating situation, leaving families searching for parking spots blocks away from their homes.

Beyond traffic and parking, our essential utilities must not be overlooked. Our sewer and water systems were not designed to accommodate unchecked growth, and it's unclear whether they can handle such a significant increase in demand. A failure to address these issues could lead to water shortages, pressure drops, or even more severe infrastructure failures. Has a comprehensive study been conducted to determine whether our community can support this level of expansion? And if so, where are the plans to address these challenges before breaking ground?

Bellevue is a thriving, close-knit community, and any new development must enhance—not diminish—our quality of life. Growth should be smart, responsible, and considerate of the people who already call this place home. We deserve transparency, careful planning, and above all, a commitment to keeping our community safe and livable.

Historical Significance and Archaeological Concerns

Beyond the logistical challenges, there is a major historical concern regarding the proposed development site. This area has been designated as a Historical Resource due to an archaeological dig conducted in 1970, which uncovered evidence that Indigenous tribes used the land for hunting and camping as far back as 6,000 to 8,000 years ago. This site is not just a piece of history—it is an irreplaceable link to our region’s cultural heritage.

Bellevue takes great pride in its history, which plays a vital role in attracting visitors to our community. Tourists and history enthusiasts come here to experience our rich past, from historic landmarks to guided tours that showcase our deep connection to Indigenous and settler histories alike. Preserving this site is not only a matter of respecting those who came before us but also of protecting an important aspect of Bellevue’s tourism industry and local economy.

If this development moves forward, it is imperative that the developer strictly adheres to all historical resource approval processes to ensure this culturally significant site is not disturbed or lost forever. Can you confirm what steps will be taken to safeguard this critical part of our region’s history and ensure it remains a valued part of Bellevue’s identity for generations to come?

Negative Impact on Property Values and Views

The proposed development also raises concerns about its impact on Bellevue’s scenic views, which are a defining feature of our community. Many residents have chosen to live here specifically because of the stunning natural beauty that surrounds us. Blocking these views with high-density apartments not only diminishes the charm and appeal of the area but could also lead to a decline in property values for existing homeowners.

Bellevue and the greater Crowsnest Pass are increasingly being recognized as high-value destinations, no longer just an option for inexpensive housing but a sought-after place to live for those who appreciate a balance of nature, history, and community. With this growing appeal, it is crucial that new development reflects the evolving identity of our region. Instead of high-density apartment complexes that may not align with the character of Bellevue, why not focus on thoughtfully designed single-family homes, townhouses, or mixed-use developments that enhance the area’s natural beauty rather than obstruct it?

Sustainable, well-planned growth should prioritize long-term livability, not just short-term expansion. Development should work in harmony with the landscape, ensuring that new

housing options attract families and professionals who want to invest in Bellevue's future—without sacrificing the very qualities that make this community special.

Conclusion

As Bellevue continues to grow, it is essential that development decisions reflect the community's historical significance and unique character. Before moving forward with this project, we urge the council and planning department to thoroughly assess its impact, prioritize infrastructure improvements, address critical safety issues, and ensure compliance with historical preservation standards.

We appreciate your consideration of these concerns and look forward to your response. Please share how residents can remain informed and actively participate in this process.

Sincerely,

Tom and Mandee Brown



Mandee Brown



Attention: Executive Assistant to the CAO

Attached please find my letter opposing Bylaw 1221 Public meeting date March 11, 2025

Teri-Lynn Harrison

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

March 2, 2025

Mayor and Council Members

Municipality of Crowsnest Pass

P.O. Box 600

Crowsnest Pass, AB T0K 0E0

Subject: Opposition to Bylaw 1221 – Rezoning from Recreational to R3 High-Density Residential Public meeting date March 11, 2025

Dear Mayor and Council Members,

I am writing to strongly oppose Bylaw 1221, which proposes to rezone portions of Bellevue from recreational land within an R1 residential area to R3 high-density residential. This proposed rezoning raises significant concerns regarding historical preservation, environmental impact, and infrastructure limitations. I urge the council to reject this bylaw for the following reasons:

1. Historical and Archaeological Significance

The proposed development area in Bellevue holds a **Historical Resources Designation** due to an archaeological dig conducted in 1970, which revealed that the site was used by Indigenous tribes for hunting and camping as far back as 6,000–8,000 years ago. Rezoning this land for high-density development disregards the cultural and historical significance of the area and risks the destruction of invaluable heritage. Preserving these sites is not only a matter of historical integrity but also of respecting the deep-rooted connections Indigenous communities have to this land. In Consultation with Herman Many Guns, a transferred rites Elder of the Blackfoot People with Piikani Nation, This matter is being directed to the Blackfoot Chiefs of Blackfoot Confederacy. He stated that this could lead to a lawsuit against the Municipality of the Crowsnest Pass and the Province as they would be acting in violation of Indigenous and Human rights under the United Nations.

2. Incompatibility with Existing Zoning and Community Character

This area is currently designated as recreational and is surrounded by low-density residential (R1) zoning. Converting it to high-density residential is a drastic and inappropriate shift that does not align with the established character of the surrounding neighborhoods. Residents purchased homes in these areas with the expectation of a balanced, low-density environment, and allowing high-density development would significantly alter the nature of these communities, leading to increased traffic, noise, and congestion.

3. Lack of Infrastructure to Support High-Density Development

The existing infrastructure in Bellevue is not equipped to handle high-density residential developments. Roads, water, sewage, and emergency services were not designed to accommodate the demands of a large influx of residents. Without major (and costly) upgrades, this development could lead to overburdened utilities, traffic issues, and increased strain on public services—all at the expense of existing residents and taxpayers.

4. Environmental and Recreational Impacts

Rezoning a designated recreational area to high-density residential threatens the local environment and the quality of life for current residents. The loss of green space will reduce opportunities for outdoor activities, impact local wildlife habitats, and contribute to urban sprawl. Furthermore, high-density development can increase surface runoff, potentially leading to flooding and other environmental consequences.

5. Failure to Align with Responsible Development Practices

High-density housing should be placed in areas that are already equipped with appropriate infrastructure and that do not compromise historically and environmentally significant sites. This proposed rezoning contradicts responsible urban planning principles and would set a concerning precedent for future development decisions in Crowsnest Pass.

Conclusion

For these reasons, I respectfully urge council to reject Bylaw 1221 and instead prioritize responsible, community-focused development that respects the historical, environmental, and infrastructural realities of Bellevue. Protecting our heritage, preserving recreational spaces, and ensuring sustainable growth should remain top priorities for the municipality.

Thank you for your time and consideration. I appreciate the opportunity to voice my concerns and look forward to your response.

Sincerely,

Teri-Lynn Harrison

3/2/2025

Allison and Mark Capron

[REDACTED]
Bellevue, AB
T0K 0C0

Executive Assistant to the CAO
Proposed Bylaw No. 1221, 2025
publichearings@crownsnestpass.com
Hearing date March 11, 2025

We are writing letter this formally express our opposition to the redesignation of lands located immediately behind our residence in Bellevue.

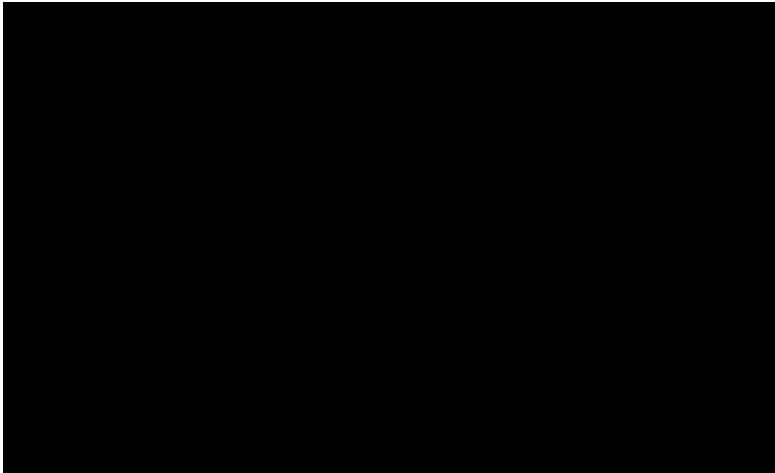
We have owned this property since 2006 and were told of the Restricted Development Covenant for Lot 35, Block 2, Plan 831 1587 that is registered with Alberta Land Titles that prohibits development in this area. This area has been archeologically designated by the provincial government so how could this be overlooked in favor of rezoning for development?

We are not opposed to R1 development of the other area which is currently designated as Recreation & Open Space RO-1, but we are opposed to the space being redesignated to R3 High Density Residential.

Allison and Mark Capron

[REDACTED]

Vern Harrison



Attention: Executive Assistant to the CAO

Attached please find my letter opposing Bylaw 1221 Public meeting date March 11, 2025

2-March-2025

Mayor and Council Members

Municipality of Crowsnest Pass

P.O. Box 600

Crowsnest Pass, AB T0K 0E0

Subject: Opposition to Bylaw 1221 – Rezoning from Recreational to R3 High-Density Residential

Dear Mayor and Council Members,

I am writing to strongly oppose Bylaw 1221, which proposes to rezone portions of Bellevue recreational land within an R1 residential area to R3 high-density residential. This proposed rezoning raises significant concerns regarding historical preservation, environmental impact, and infrastructure limitations. I urge the council to reject this bylaw for the following reasons:

1. Historical and Archaeological Significance

The proposed development area holds a Historical Resources Designation due to an archaeological dig conducted in 1970, which revealed that the site was used by

Indigenous tribes for hunting and camping as far back as 6,000–8,000 ago. Rezoning this land for high-density development disregards the cultural and historical significance of the area and risks the destruction of invaluable heritage. Preserving these sites is not only a matter of historical integrity but also of respecting the deep-rooted connections Indigenous communities have to this land. Furthermore there is a Restrictive Development Covenant for these properties registered with Land Titles Alberta in 2001, which is subject to Judicial Review - prior to removal.

2. Incompatibility with Existing Zoning and Community Character

This area is currently designated as recreational and is surrounded by low-density residential (R1) zoning. Converting it to high-density residential is a drastic and inappropriate shift that does not align with the established character of the surrounding neighborhoods. Residents purchased homes in these areas with the expectation of a balanced, low-density environment, and allowing high-density development would significantly alter the nature of these communities, leading to increased traffic, noise, and congestion.

3. Lack of Infrastructure to Support High-Density Development

The existing infrastructure in Bellevue and Coleman is not equipped to handle high-density residential developments. Roads, water, sewage, and emergency services were not designed to accommodate the demands of a large influx of residents. Without major (and costly) upgrades, this development could lead to overburdened utilities, traffic

issues, and increased strain on public services—all at the expense of existing residents and taxpayers.

4. Environmental and Recreational Impacts

Rezoning a designated recreational area to high-density residential threatens the local environment and the quality of life for current residents. The loss of green space will reduce opportunities for outdoor activities, impact local wildlife habitats, and contribute to urban sprawl. Furthermore, high-density development can increase surface runoff, potentially leading to flooding and other environmental consequences.

5. Failure to Align with Responsible Development Practices

High-density housing should be placed in areas that are already equipped with appropriate infrastructure and that do not compromise historically and environmentally significant sites. This proposed rezoning contradicts responsible urban planning principles and would set a concerning precedent for future development decisions in Crowsnest Pass.

Further concern: Council is making a mockery of transparency and the public input process. While council will insist that they are “Following the letter of the law of the Municipal Government Act” they are most certainly NOT following the spirit of it.

I submitted a FOIP request shortly after learning about the 11 February meeting where First Reading of this bylaw occurred. This is supposed to start the public consultation process - which was scheduled for the 11th of March. Also in that very same meeting, council later approved the offer to accept the conditional purchase of this land, prior to the rezoning.

“12-2025-02-11: Councillor Filipuzzi moved that Council accept the offer to purchase Lot 35, Block 2, Plan 8311587 as submitted”

Not a word of this prior, and very little if any information available to the public, prior or following this meeting. Councillors were directed that they cannot talk about this rezoning to concerned residents- given the pending public hearing, yet they voted in the same meeting to accept the conditional sales offer.

I have had NO RESPONSE to my FOIP request about this project. Council has not at all been forthcoming with information about the project. No meaningful public engagement.

A project of this nature that radically transforms the nature of the neighbourhood it is proposed for in any other jurisdiction would have had public information sessions prior to such a proposal.

Not so in the Crowsnest Pass. Incredibly concerning. Demonstrating a complete disregard for an Archaeologically Designated Area, Ignoring the nature of surrounding community and completely disregarding the Municipal Development Plan, which states clearly:

"Multi-unit residential buildings shall be introduced into neighbourhoods thoughtfully and with high quality design to ensure compatibility with existing development. Buildings and sites shall be designed in a manner that ensures adjacent residential development has privacy and access to sunlight, which could include thoughtful window placement, articulation of the facade and stepping down the height of a building that is adjacent to lower density residential development."

Clearly the rezoning as proposed does not consider many of these very real concerns. Not well thought out, and extremely short sighted. So many questions, and so little information. I actually wonder if current council is "Salting the Earth" where this rezoning will download this legacy to taxpayers and future council. In addition, with this approach, I also truly believe that there will be subsequent legal actions that will result in additional costs and lawsuits to the Municipality.

Conclusion

For these reasons, I respectfully urge council to reject Bylaw 1221 and instead prioritize responsible, community-focused development that respects the historical, environmental, and infrastructural realities of Bellevue. Protecting our heritage, preserving recreational spaces, and ensuring sustainable growth should remain top priorities for the municipality.

Thank you for your time and consideration. I appreciate the opportunity to voice my concerns and look forward to your response.

Sincerely,

Vern Harrison

Sent from my iPad

Dear Mayor and Council,

This email is regarding the proposed Land Use bylaw amendment and proposed high density residential block development Mohawk Meadows in Bellevue.

I am a 10+ year resident of the immediately affected area and wish to formally submit my concerns.

We are an R1 area, flanked by municipal land reserve and an archaeologically significant designated area. We already struggle with numerous safety issues including high traffic, severe access/egress issues, lack of sidewalks, speeding issues and the poorly designed intersection at the bottom of the MDM driveway, resulting in weekly occurrences of narrowly missed collisions.

How has the municipality planned to address these before approving a concentrated amount of additional people to the area?

I recognize the need for locally-utilized housing development; however, it needs to be part of an overarching plan that is appropriate for existing neighbourhoods, structural capabilities, meet bussing needs for the already struggling school district, ppand easy access to goods and services. Be it for either “affordable” OR “attainable” housing, or other.

What efforts has the Municipality undergone to identify land, public or private, with minimal disruption to existing neighbourhoods for high density developments?

Lastly, the Crowsnest Pass is well known for our lively and colourful history. We rightly celebrate it, and have been recognized for it by Queen Elizabeth II for preserving a portion of it. But our current settlements are in their infancy. If, as a Municipality, we can proudly showcase our recent history, can we not choose to at least partially preserve evidence of, and land-use areas of the original inhabitants? I'm afraid to admit what it says about our community if we continue to be glaringly selective about what we celebrate and preserve. As a proud, former employee of the Crowsnest Museum, I promise you it does not go unnoticed.

Again, I support housing development in the Crowsnest Pass that meets the needs of the population. I support full, upfront disclosure to the Blackfoot Confederacy from the Municipality to ensure cultural preservation. I support appropriate use of zoned areas and long term strategic planning. I support housing that meets the needs of all residents, existing and new. And I support housing that meets structural and social sensibilities of the area.

The proposed Bylaw amendment for the Mohawk Meadows neighbourhood meets none of these conditions. I respectfully ask you to consider all of our very valid concerns and reject the Bylaw Amendment proposal.

Thank you for your time.

Respectively,
Amy Rienzo

March 2, 2025

Colleen McNeil

Subject: Opposition to Bylaw 1221, 2025 – Public Hearing Date March 11, 2025.

Dear Mayor and Council Members,

I am writing to formally express my strong opposition to Bylaw 1221, 2025, which proposes rezoning Recreation and Open Space RO-1 to High Density Residential R3. The proposed rezoning raises significant concerns regarding historical preservation, environmental impact and infrastructure limitations. I respectfully request that Council consider defeating this rezoning initiative for the following reasons:

1. Historical and Archaeological Significance

The proposed development area holds a Historical Resources Designation of HRV 4a due to archaeological digs conducted in that area, which revealed that Indigenous Tribes used the site for hunting and camping sites as far back as 6,000–8,000 years. Rezoning this land to High-Density Residential (R3) development disregards the area's cultural and historical significance and risks the destruction of invaluable heritage.

Preserving these sites is a matter of historical integrity and respecting the deep-rooted connections that neighboring Indigenous communities have to this land.

2. Incompatibility with Existing Zoning and Community Character

The current zoning designates this land as Recreation and Open Space (RO-1), surrounded by Low Density Residential (R1) zoning. Transforming it into high density residential areas is an abrupt and inappropriate shift that does not align with the established character of the surrounding neighborhoods. Many residents chose to invest in this neighborhood with the expectation of maintaining a balanced, low-density environment. Allowing high density development would significantly alter the area's character, leading to increased traffic, noise, and congestion, ultimately diminishing the quality of life for current residents.

3. Lack of Infrastructure to Support High Density Development

The infrastructure in this area was not designed to accommodate high density residential development. Without major (and costly) upgrades that current taxpayers would be on the hook for, a large influx of residents to that area would overburden the infrastructure, including the sewage lagoons in Hillcrest, which are already struggling to maintain their current capacity. These challenges would impact new residents and place an undue financial burden on current taxpayers.

Additionally, increased development in the area could lead to environmental risks such as surface runoff and potential structural flooding, further exacerbating local concerns.

4. **Failure to Align with Responsible Development Practices**

High-density development should be strategically placed in areas with the necessary infrastructure and not compromise historically or environmentally significant sites. The proposed rezoning contradicts responsible urban planning principles and could set a troubling precedent for future development decisions in the Crowsnest Pass. Thoughtful, sustainable growth should be prioritized over indiscriminate rezoning that threatens community character.

Conclusion

For these reasons, I respectfully urge Council to defeat Bylaw 1221, 2025 and instead focus on development plans that align with Bellevue's historical, environmental, and infrastructural realities. Protecting our heritage, preserving recreational spaces, and ensuring responsible development, should remain the municipality's top priorities.

Thank you for your time and consideration.

Sincerely,

Colleen McNeil

Sunday, March 2, 2025

Mayor and Council
Municipality of Crowsnest Pass
P.O. Box 600
Crowsnest Pass, AB T0K 0E0

**Re: Public Hearing Notice - Proposed Bylaw No. 1221, 2025 - Hearing Date March 11, 2025
Opposition to Rezoning of Bellevue Parcel**

Dear Mayor and Council,

I am writing to express my strong opposition to Proposed Bylaw No. 1221, 2025, which seeks to rezone the parcel of land in Bellevue from "Non-Urban Area – NUA-1" to "High Density Residential – R3." As a resident in the community, I have serious concerns regarding the potential impacts of this rezoning on Bellevue and its residents.

Community Character

Bellevue is characterized by a well-balanced mix of one- and two-storey homes, primarily single-family residences with some duplexes. This has created an inviting small-town atmosphere that appeals to those who chose to live here. The proposed development would be in the middle of a quiet, no-through-road area in Bellevue where many families live. In this neighborhood, residents know their neighbors and feel safe letting their children ride bikes with local kids without worry. The introduction of high-density housing in this location would significantly alter the character of the area and does not align with the community's long-term vision.

How does the Municipality plan to ensure that future developments align with the established character and vision of Bellevue?

Traffic, Parking, and Pedestrian Safety

The preliminary site plan (included in the February 11, 2025, Council Meeting Package) outlines 108 units, a mix of two-, three-, and four-bedroom residences, totaling 324 bedrooms. The parking requirements stated in the preliminary site plan allocate only 180 parking stalls for the 108 units, plus any visitors, based on the formula of "1.5 parking stalls per unit and one visitor stall per eight units."

Bellevue is not currently a self-sufficient, walkable town with its own amenities, and the Crowsnest Pass lacks public transit. As a result, residents must drive to Blairmore or out of town for groceries and other necessities. It is reasonable to assume that most adults living in the proposed development would require a vehicle. Any vehicles without an on-site parking stall will likely park on surrounding streets, most of which do not have sidewalks.

Increased on-street parking, additional traffic in the neighborhood, and a rise in pedestrian activity—families, cyclists, and dog walkers who must all use the roadway—create a serious safety concern. The proposed rezoning and subsequent development would likely lead to increased traffic congestion, parking shortages, and pedestrian safety risks.

Has a comprehensive traffic impact study been conducted to evaluate these concerns?

Infrastructure and Services

The existing infrastructure in Bellevue, including roads, water, sewer systems, and emergency services, may not be adequately equipped to handle a significant increase in population density.

What assessments have been conducted to ensure that necessary upgrades will be implemented without burdening existing residents with additional costs?

Strained School Bus Services

The local school bus system is already struggling to accommodate the current student population, with children having to sit three to a seat due to capacity issues. An increase in population density will place additional strain on the school transportation system, potentially leading to safety concerns and further overcrowding.

What plans are in place to address the impact of additional students on the already overburdened school bus system?

Undervalued Land Sale

The proposed rezoning follows a conditional sale offer for the assessed value of the land based on its current Non-Urban Area zoning. This means the land is being sold at a significantly reduced price, essentially giving it away for high-density development. Selling valuable municipal land at a discounted rate to accommodate high-density housing does not serve the best interests of the community.

Has a proper market evaluation been conducted to assess the true value of the land under different zoning classifications? Why is the Municipality offering land at such a low price instead of considering alternative uses that better align with the community's needs?

Precedent for Future Development

Approving this rezoning could set a precedent for further high-density developments in the area, potentially leading to additional zoning changes that may not align with the community's interests.

A Note to the Developer

Most residents in Bellevue have an interest in seeing the community grow and flourish. Development that aligns with the needs and values of current residents can contribute to a thriving and vibrant town. However, when a development is introduced without transparency and public engagement, it raises concerns and skepticism.

As a small, close-knit community, residents of Bellevue and the Crowsnest Pass value open communication and collaboration. At present, little is known about the developer behind this proposal. Engaging with local residents and addressing their concerns could foster a greater sense of support and cooperation. When a developer actively considers the needs of the existing community, there is a much greater chance of creating a successful neighborhood that benefits both new and existing residents alike.

Given these concerns, I respectfully urge the Municipality of Crowsnest Pass to deny this proposal. Exploring lower-density solutions that better align with the needs and values of Bellevue residents would be a more appropriate alternative.

Thank you for your time and consideration. I hope that community input will play a central role in the decision-making process.

Sincerely,

Maxine Howe
Bellevue Resident



Mindy Pawluk

March 2, 2025

Municipality of Crowsnest Pass
PO Box 600
Blairmore, AB T0K0E0

RE: Proposed Bylaw 1221,2025 Public Hearing Date March 11, 2025 1:00pm

Attention: All Council Members and CAO,

I am opposed to Bylaw 1221, 2025.

The primary reason for my opposition is the failure of council and administration to provide open and honest two-way communication for large developments that affect a resident's quality of life.

Certain members of council have stated in the past that all residents are negative and against development. I challenge the accuracy of that statement and believe it to be untrue.

Why?

Because residents want to feel heard. They want to know that their concerns and questions have been answered and validated. They want to be a part of the process. The negativity identified stems from the residents' exclusion from decisions that impact them. Development can be positive when thoroughly explored through multiple channels of public engagement.

If a development of municipal land affects a residents' quality of life in any way, shape or form, residents have the right to have their concerns addressed in a manner that makes them feel heard, validated and provided with the opportunity to influence the decision.

How can that opportunity be provided?

Embracing and using open two-way respectful communication utilizing public participation tools.

The development and use of larger areas of municipal lands should be decided by the residents of the Crowsnest Pass and not singularly by council.

What is one way we can accomplish this?

Creating Area Structure Plans prior to Municipal land sale and rezoning.

These plans should be completed as a first step to allow the public (through multiple stages of public engagement) to help decide the future of the area by identifying concerns, giving suggestions and/or opinions. Applicable technical studies should be completed as well to provide the public answers to relevant issues and identify obstacles or barriers to the development of a particular piece of land.

When all the issues and multiple opportunities for public engagement are completed resulting in a decision for the use of the land and its suitability for a particular usage (commercial, residential, hi-density residential, etc.), the land should then be rezoned. Following the rezoning, then the land is put to tender to attract developers who can fit the criteria identified. You will have developers 'knocking on your door' as they know the important relevant information up front such as the cost, restrictions, limitations, expectations, etc. The developers and council will be less susceptible to large opposition as well as the residents played an instrumental part in determining what was compatible to the land.

Residents can accept those decisions because they were provided the option to take part. They were able to have conversations with open dialogue. They reviewed the results of the technical studies. They had opportunities to provide input into how the land and community will change going forward and be invested in that vision.

Providing the residents with the ability to voice how they want this community to grow and change will help heal the division. It can bring the community back together. Everyone may not be happy about the final decision in regards to a particular area of land but they can be content knowing they were allowed to be heard and part of the decision. Residents can swallow that. Accept it in their own way. The negativity referred to by certain members of council will ultimately diminish.

Bylaw 1221, 2025 is an example of council not allowing the people a voice through proper two-way open communication. The minimum requirement set out by the MGA to hold a public hearing is not effective public participation. There are no conversations. It allows only one sided

comments by the public and council. It is flawed in its effectiveness. Without open dialogue, residents cannot feel validated that their concerns were considered and they had the ability to influence the decision.

I have spoken to hundreds of residents over the last two months and to summarize what has been communicated, the overwhelming majority of residents:

- Don't feel heard
- Don't feel council is making decisions in the best interest of the community because there are no tools for the public to provide their input prior to resolutions being passed with open two-way communication.
- Are frustrated they cannot get information on developments in a transparent, clear and simple way that is easy to find and understand.

How can council decide that a proposed rezoning such as high density residential in Bylaw 1221, 2025 is compatible to the stakeholders without identifying all the issues and completing the relevant technical studies first?

The process to do so will take more time but the community will be enriched by it.

A major issue with Bylaw 1221, 2025 that the process to create an area structure plan would have identified, is the significance of the Historical Resources Act guidelines for the land in Bellevue. A sign is present advising of the historical significance as well as a covenant on the property evoked by Mayor Irwin. The cost of completing the terms of the HRA along with the possible recommendations could stop the development entirely.

Why would this have not been explored or identified prior to the sale and rezoning?

Why rezone the land now if a development cannot proceed or be completed within the scope originally intended?

The developer is at a severe disadvantage and could possibly seek legal compensation from the Municipality if this information was not properly disclosed.

The obstacles present to the Bellevue lands in particular are significant. They need to be explored prior to the sale and rezoning of the land.

The good news is that all of these problems can be resolved if council chooses to address the problems now, involve the public and make changes.

I sincerely hope council considers involving the public through effective public engagement. If council wants 'buy in' from its people, they need to provide the opportunities for residents to be a part of the process from the beginning.

Decisions need to enhance and compliment the quality of life to local residents instead of simply favoring outside entities and visitors.

Changes in the community should enrich the area and attract people through proper effective planning utilizing appropriate open two-way communication as its founding principal.

Development needs to be suitable, compatible and feasible to the land and to the residents surrounding it.

The people of the Crowsnest Pass are not against development and are not negative people. They simply want to have a voice on how and in what direction this community grows.

I cannot in good conscience support this Bylaw as I cannot make an informed decision to determine its compatibility due to lack of public engagement and the extreme lack of relevant information.

Sincerely,

Mindy Pawluk



February 28, 2025

Attention: Executive assistant to the CAO
Municipality of Crowsnest Pass
Coleman, Alberta

Dear Council Members/Zoning Board Members,

I am writing to express my strong opposition to the proposed rezoning of the municipal area from R1 (Recreation and Open Spaces) and (NUA-1 Non-Urban Area) to R3 (Residential, High Density), of municipal plan 8311587 in Bellevue. I believe that this change would have significant, adverse impacts on the community of Bellevue and its residents. Below, I outline several reasons why I believe this rezoning should not move forward:

1. **Preservation of Community Character:** The area in question is currently home to single-family residences, and the character of the neighborhood is defined by its low-density residential nature. Allowing higher-density residential development would drastically alter the aesthetic and cultural fabric of the community, leading to a loss of green space, tree cover, and overall quality of life for existing residents.
2. **Overburdening of Public Services and Infrastructure:** The current infrastructure, including schools, parks, public transportation, and emergency services, may not be equipped to handle the increased demand from a higher population density. Without significant investment in these services, the community may face deteriorating public amenities and lower levels of service for everyone, including both new and existing residents.
3. **Environmental Concerns:** Higher-density development often leads to increased environmental degradation, including the destruction of green spaces and potential harm to local wildlife habitats. These areas provide important ecological services, such as air and water filtration, and contribute to the mental and physical well-being of residents. Rezoning for high-density use could negatively affect these natural resources.
4. **Property Values and Market Impact:** Many homeowners in the area chose to live in an R1 zone because of the quiet, spacious environment it offers. Allowing for high-density residential buildings could potentially lower property values as the area becomes less desirable due to overcrowding, increased noise, and reduced privacy. This could also create financial instability for homeowners who have invested in the neighborhood based on its current zoning designation.
5. **Social Cohesion and Community Well-Being:** Low-density residential zones foster a strong sense of community, where neighbors can interact and build relationships in a quieter, more personal setting. High-density development may lead to the erosion of this social fabric, as larger apartment complexes and multi-family dwellings can create a

more transient population with fewer opportunities for meaningful community interaction.

6. **Increased Traffic and Congestion:** Rezoning the area to allow high-density development would inevitably lead to an increase in traffic volume. The existing infrastructure may not be able to accommodate the increased number of vehicles that would result from a higher population density. This could cause congestion, longer commute times, and potentially more accidents, all of which would negatively impact the quality of life for current residents.
7. **Lack of Proper Planning and Consultation:** Before any significant zoning changes are made, it is crucial that comprehensive planning and public consultation take place. The residents of this neighborhood should have the opportunity to voice their concerns, and their input should be taken into account in any decisions that affect the future of the area. At this point, it appears that such consultations have not occurred to an adequate extent, and this raises concerns about the transparency of the decision-making process.

In conclusion, I strongly urge you to reconsider the rezoning proposal and to protect the current zoning designation of R1. High-density development would bring numerous negative consequences for the residents, the environment, and the overall well-being of the community. I trust that you will make the best decision for the long-term interests of the area and its inhabitants.

Thank you for considering my concerns. I would be happy to meet with you to discuss this issue further if needed.

Sincerely,

J. Cory Wojtowicz

Good morning,

This email is with respect to the proposed development in Bellevue at Mohawk Meadows. We are residents of the area and have many concerns about developing the land in question as R3 high density housing. The Crowsnest Pass needs more affordable housing, but new developments must be part of development planned by the Municipality and part of a thought-out over-all community development plan. This is a random proposal and does not fit the design of the neighbourhood. The area is zoned as R1 and placing a random, unplanned R3 development in this area does not fit the design of the area.

The potential exists to have up to 300 more residents in Bellevue in a small area that was never designed to accommodate R3 development. This will increase the population of Bellevue by almost 35%, in a tiny 2.8 acre area. The size of Bellevue as a whole is 742 acres with the last census showing a population of 911. The population density of the proposed development will be 108 people/acre. The current population density of Bellevue is 1.2 people/acre. How does that fit in the community?

The area has a historical designation, due to historical indigenous peoples' use. This needs to be carefully considered by the Municipality. Do we want to be known as a community that doesn't respect indigenous culture and indigenous historical resources? The Crowsnest Pass has a long history of placing importance on preserving historical buildings and other features; wouldn't developing an area with a known historical designation go against those values?

Vehicle traffic will be an issue. There are 180 parking stalls in the proposed development. With one road to access into the development, the increased traffic will cause safety concerns on the roads and excessive noise and disturbance. In the event of an emergency evacuation of the area the concentration of people in such a small area could hamper timely evacuation and threaten lives.

We need new development in the Crowsnest Pass but it needs to fit the design of the community and be part of an overall community development plan.

Brad McKenzie

Lori Carey



March 1, 2025

Municipality of Crowsnest Pass

Attention: Executive Assistant and Development Officer
P.O. Box 600
Crowsnest Pass, AB
T0K 0E0

Subject: Proposed Bylaw No. 1221, 2025; Hearing date March 11, 2025

Dear Executive Assistant, Development officer, and Council Members,

I am writing to formally express my concerns with the proposed rezoning bylaw (Bylaw 1221-2025) for the lands east of MDM in Bellevue, which aims to develop a High-Density Residential (R3) complex consisting of 108 units and 9 three-story apartment towers. As a resident of the community, I have significant concerns regarding the scope of the project, its environmental impact, and the process through which it is being pushed forward.

While I fully support responsible development and the need for affordable housing in our region, the proposed development raises several critical issues that must first be addressed:

1. Lack of Public Consultation and Transparency:

The rezoning process is being rushed without proper public consultation. The public hearing on March 11, 2025, is the only opportunity for verbal input, and the deadline for written feedback is March 3, 2025. Many residents, myself included, have had little to no opportunity to express our concerns about the development.

- **Is this what the municipality considers “adequate” engagement for a project of this magnitude?**

2. Archaeological Concerns:

The lands in question have been designated as archaeologically significant by the Government of Alberta with a Historic Resource Value 4 which indicates lands that contain a historic resource that may require avoidance or assessment. This land also holds a Restricted Development Covenant from 1999 that prohibits

development in this area and has clear signage indicating the archeological designation.

- **How is the municipality addressing these historical protections?**
- **Will there be conditions to engage with First nations councils to ensure their perspectives and concerns are addressed?**

3. Environmental and safety Concerns:

There are significant environmental concerns regarding methane emissions from a coal seam on the property, as well as high water tables and ongoing seepage into surrounding areas.

- **How have these environmental and human health safety risks been considered and addressed in relation to this development?**

4. Inadequate Infrastructure and Strain on Resources:

The current infrastructure in the area, including sewer, water, and road systems, is considered by the community to already be under strain. The addition of 108 units in such a dense configuration will intensify these issues.

- **Who will be responsible for the cost of upgrading infrastructure? If no upgrades are proposed, who will be liable if these issues require attention in the near future due to increased use?**
- **Have traffic studies been conducted to evaluate the impact on the surrounding roads and neighborhoods?**
- **According to the current draft design proposal, there is not enough parking as required by the land use bylaw, is this true? If so, will the developer be required to alter their design to provide sufficient off-street parking?**

5. Impact on Property Values and Community Character:

The proposed development will significantly alter the character of the area, introducing a high-density residential complex in a predominantly low-density, peaceful residential neighborhood. The nine apartment towers will negatively alter the quality of life for existing residents and could negatively affect property values. Many of us purchased our homes with the expectation of a quiet, serene environment that consists of 100-year old residential homes. This development, as currently proposed, is incompatible with the character of the surrounding area.

- **Is there an Area Structure Plan being completed?**

6. **Financial and Developmental Transparency:**

Provided the conceptual rendering, it appears that the municipality may have entered into a conditional offer with the developer for the site. The lack of transparency surrounding the land valuation and the conditional offer raises concerns about the financial decisions being made on behalf of the community.

- **Who is the developer?**
- **What is the value of the conditional offer, and does it reflect the market value of the land?**
- **Will this development result in attainable or affordable housing? Are they condos or apartments?**

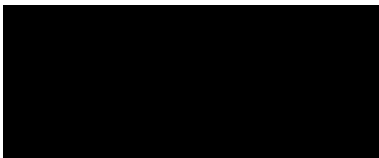
The project, as currently presented, fails to address the critical issues that could negatively impact the environment, infrastructure, and quality of life for residents in the area. I respectfully request that the Municipality conduct a more thorough public consultation process, study the environmental, archaeological, and infrastructure concerns, and explore alternative options for responsible development that align better with the character and needs of our community.

I urge the Council and Municipal Administration to pause the rezoning of this land until the information is provided, proper assessments conducted, and all the communities are adequately addressed.

Thank you for considering my views on this important issue. I look forward to hearing how the municipality plans to address these concerns.

Sincerely,

Lori Carey



Bylaw no.1221, 2025 Public Hearing date March 11, 2025

RE: Rezoning of Bellevue land to R3 (formally MDM school grounds)

March 3, 2025

To whom this may concern,

I am writing to disagree with the rezoning from current Recreation and Open space to the R3 High Density Residential. I agree that the area could house further housing development I disagree that the R3 is appropriate for the area.

As a user of the area I feel that the traffic flow from that area cannot accommodate that much new traffic. The main feeder road that connects with the road coming down from MDM is already a tricky intersection that would need to be addressed. The other concern is the height of the building at 3 levels compared to the single-family homes surrounding the area. To rezone to a R-2 which would allow for duplexes would be a more cohesive choice that fits into the current neighborhood. The issues of traffic flow, infrastructure and the archeological site remain a concern and should be addressed by the municipality prior to any sale of the lands and disclosed to the public in a transparent working relationship with the community.

Thank you

Kate McNeil

Resident of Crowsnest Pass

Kassandra Spoelder

Public Hearings

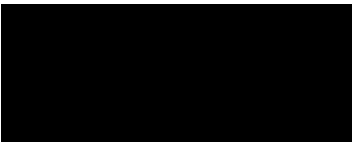
Mon 3/3/2025 9:51 AM

I am opposed to the change to our bylaws the change, I DO NOT support this change or giving away of land to follow after the change.. As a resident in Bellevue this IS NOT IN OUR INTEREST or mine

I DO NOT SUPPORT THIS ZONEING CHANGE

it is not for the people of Bellevue or the Crowsnest

Kassandra Spoelder



Statement of Opposition to Proposed Bylaw 1221, 2025

Submitted by Sarah and Brian Gallant

Your Worship and Municipal Councillors,

We are writing in opposition to proposed bylaw 1221, 2025, which will negatively affect our neighbourhood. We are speaking specifically about the two parcels in Bellevue, which are highlighted in the proposed bylaw. Our opposition can be summed up very simply: a high-density development in this location will negatively impact area residents, contradicts important aspects of the Municipal Development Plan, and lacks the support of crucial planning documents and studies. There is a great deal of critical research that needs to be done **before** this property is rezoned. Once the property is rezoned, the developer will be able to legally build to the allowable extent of the R-3 Land Use District; they are no longer obligated to consider the valid concerns of the surrounding residents. As such, Council should reject the rezoning application, until the critical planning work is completed, and a broader scope of public input has been attained.

I have personally spoken to several dozen area residents – our neighbours – and none of them are against a reasonably scaled development. Each one, however, has raised valid concerns regarding a high-density development in this neighbourhood. Further to this, the Coleman and Bellevue properties listed in the bylaw should be considered separately, as they do not have the same concerns or overarching land use issues. By keeping them together, they either both succeed or fail to pass simultaneously, yet the Coleman property may be more suitable to an R-3 development than the Bellevue lands.

While this hearing is about rezoning, not the specific development, the Municipality has presented fragments of development information as a part of the rezoning package, so it is impossible to not reference some of them as a part of a statement of opposition.

1. Planning Concerns

An R-3 development will potentially double the population of the neighbourhood, making it akin to a downtown-adjacent infill area of Calgary, which has a density of approximately 111 residents per hectare. Large developments need to be a part of a far more detailed plan, such as an Area Structure Plan, which can provide a substantive planning framework. There is no Area Structure Plan for Bellevue, and it would be reckless to continue the process without this level of planning. This needs to be completed **before** the land is deemed ready for sale and rezoning. The Municipal Development Plan (MDP) makes several important references to planning for this type of development, as well as revitalization, but it does not contain the level of detail required to address the full scope.

- While the MDP calls for increased density, references are made to “gently” increasing the density; it does not state that this specific neighbourhood should be high-density

- The MDP specifically states, *“The site [by MDM] offers an opportunity for residential redevelopment augmented by the retention of some park and open space on site.”*, and, *“Require the dedication of new park space where new residential development occurs outside of current park walksheds, as identified in Map 5.”*
 - Despite being a “growth node”, there is no mention of high-density development anywhere in relation to this area
- The MDP clearly states, *“Multi-unit residential buildings shall be introduced into neighbourhoods thoughtfully and with high quality design to ensure compatibility with existing development. Buildings and sites shall be designed in a manner that ensures adjacent residential development has privacy and access to sunlight, which could include thoughtful window placement, articulation of the facade and stepping down the height of a building that is adjacent to lower density residential development.”* (page 62, 2.2.1)
 - A high-density, three-storey development will violate this pillar of the MDP, as it will not afford privacy, it will at least double the population density of the neighbourhood, it will be nearly double the height of adjacent homes (thereby limiting sunlight), and it will simply tower over all the neighbouring properties
 - Along with this will come noise from residents, vehicles, and HVAC, all of which will degrade the quality of life for current residents
- The MDP promotes a density of 12 units per net acre is for new neighbourhoods, not existing neighbourhoods (page 60, 2.1.1); regardless, this is still far lower than the density an R-3 zoning in the MDM area will allow
- The MDP (section 2.1.3) lays out the following guidelines for neighbourhood revitalization: *“Neighbourhood designs, identified through an area structure plan, area redevelopment plan, or concept plan should include the following:*
 1. *traffic calming measures and proper street and lot layout to minimize through traffic and speeding*
 2. *retention and integration of natural, cultural and historically important features*
 3. *parks and trails, which facilitate active transportation use and are designed comprehensively to connect to the municipality’s broader open space system*
 4. *a grid or fused grid layout, where appropriate, to provide the best connectivity within and outside of the neighbourhood*
 5. *no front driveways on arterial roads*
 6. *high visual standards and interesting streetscapes, achieved through a mix of housing styles and an emphasis on the pedestrian experience*
 7. *design features to promote walkability including, but not limited to, front porches, rear garages, tree-lined streets, sidewalks and trails connecting the neighbourhood to other parts of the municipality”*
 - A high-density development will be in conflict with this pillar of the MDP, as it does not fit with the character the surrounding neighbourhood as a whole, and it will degrade the already subpar pedestrian-friendliness of the area – there appears to be no plan by the Municipality to consider these elements, but if there is, it should be part of a bigger plan that is presented to the public before the rezoning is considered

- A high-density development, as a whole, is incongruous with section 2.1.3 above, and it will degrade, not enhance, the neighbourhood
- A high-density development will also negatively impact area property values

The MDP is a vision for the Municipality, laying out high-level considerations. I will stress again that this rezoning lacks the detailed planning studies needed to make a large development successful.

2. Underground Infrastructure Concerns

In addition to the planning concerns outlined above, there are also significant issues with the infrastructure in the MDM area that need to be addressed.

- The Infrastructure Master Plan (IMP) clearly states that the MDM area of Bellevue has either borderline, or lower water pressure than required by recognized standards (IMP, section 3.4.1 / pages 24, 25, Pressure Zone Map)
- There are further concerns with the fire suppression capacity of the area (IMP, section 3.4.2 page 28)
 - Firefighting with multi-storey dwellings requires an increased service capacity, which does not appear to be present in this area
- In addition, the IMP cites “significant data gaps” in measuring the capacity and flow of the water distribution system, due to failed monitors (IMP, section 3.4.3 / page 30 and section 8.1.1 / page 101)
 - Due to the missing data, it is quite possible that the services of the area will not meet the demands of doubling the area population
- The IMP points out several localized deficiencies, including, *“One sewer on 224 Street in Bellevue is lacking capacity. However, this is a very localized issue and surcharging does not drastically exceed the crown of the pipe, thus upgrades are not recommended unless in conjunction with other capital projects in the vicinity.”* – (IMP, section 4.4.2 / page 48)
 - This not likely to require upgrades due to the increased pressure on the system from a high-density development – will the developer or the public pay for such an upgrade?
- In the IMP, a number of assumptions about growth were made – *“a density of 2.1 persons per household was applied”* (IMP, page 7), which is not in keeping with a high-density development, and therefore a much more in-depth servicing plan is needed prior to rezoning this property to R-3

While some of the MDM area infrastructure issues can be fixed through upgrades, these upgrades, based on the totals given in the IMP, will run well into the millions of dollars. The people of our community need to be properly informed of the taxation implications of the servicing required, prior to allowing a new, high-density development.

This area was designed around R-1 dwellings; it was never anticipated to hold high-density apartment or condo buildings, and the planning is not currently in place to make this happen.

3. Traffic and Surface Infrastructure Concerns

One of the most overlooked concerns is the impact on our local area roadways. This includes road quality, traffic congestion, and safety.

- What are the impacts on both the road surfaces, and the quality of life for local residents, by adding potentially 100+ new cars to the area?
- Are the parking considerations adequately addressed?
 - The draft site plan indicates 1.5 parking stalls per unit; this is vastly insufficient for 3-bedroom and 4-bedroom apartments, which are likely to be occupied by workers
 - Overflow parking will undoubtedly spill into adjacent neighbourhoods, including trailers and oversized vehicles
- The intersection at 222 Street / 28 Ave / MDM access is extremely dangerous for drivers and pedestrians, and is at a high probability of an accident, especially with increased traffic
- 222 Street and 30 Avenue are the two main arteries through the area:
 - 222 Street was last upgraded in 2008, and it has fallen into disrepair, due both to its age and substandard construction work – 30 Avenue has not been upgraded in the last 20 years, and is also falling to disrepair
 - The streets are narrow, and drivers cannot pass when vehicles are parked curbside
 - What degree of upgrades will be required to safely allow for the increased traffic, and will this be the responsibility of the developer or the public?
- Overall, adding 100+ vehicles to the area that has narrow streets is undoubtedly going to decrease safety for both drivers and pedestrians
- The Municipality is likely unaware that this area is frequented by pedestrians walking a circuit along 222 Street, to 214 Street, to MDM and back
 - Several dozen people walk this route each day
 - There are currently no sidewalks anywhere along the main or arterial streets in most of this area, with 214 Street
 - As mentioned in section 1 of this letter, this is in conflict with the MDP, and will become a distinct safety hazard, and compromise the integrity of the area

As of yet, the Municipality has not completed a Traffic Management Plan, which would address these concerns, and act as a guide to an appropriately-sized development in this neighbourhood. This is another crucial plan, which should be completed before rezoning is considered.

4. Site Suitability

The Municipality is aware of historic groundwater and methane issues with this area. Simply put, this area was previously a swamp, and there are underground mining tunnels, which leach methane. Any sort of development in this location should only follow extensive research, before the rezoning. Selling the land and deeming it acceptable for R-3, prior to suitable testing, is an invitation to future litigation from area residents (new and old), even with developer contractual obligations in place. It is risking the quality of this development, as well as a potential accident that would affect everyone.

5. Archaeological Site Status

The MDP makes reference to protecting and enhancing our historic sites and cultural places. This former First Nations encampment has not received the treatment and protection it deserves.

After area residents recently spoke with representatives from the Blackfoot Confederacy, they are keenly interested in this site, and intend to move to protect it.

6. Limited Public Input and Procedural Issues

I previously wrote Council in July 2024 to express concerns with the process of public land sales and rezoning. I want to reiterate that this is not an attack on the integrity of the Council; it is a process issue that needs to be considered. This is likely the biggest concern expressed by Crowsnest Pass residents; they feel that they do not get the opportunity for meaningful input, and they feel blind sided by major projects.

- This process heavily favours developers; by all appearances, a prospective land buyer and developer can get almost unlimited access to Administration and Council in order to prepare a proposal
- During this time, they are able to negotiate details of the land sale and a potential development; the developer is able to significantly influence the process from the beginning
- This means that Council is privy to extensive information, not available to the public
- Ostensibly, the Municipality has been mulling plans for development in the MDM area since June 2021 (based on both council member comments on social media, and the Infrastructure Master Plan), yet the first time it was presented to the public was February 11, during the first reading
- Council members and Administration have told residents that they are not able to speak about the rezoning or development because it would unfairly prejudice the proceedings, however, the details presented to the public were sparse, yet both Administration and Council appear to be fully apprised of the intentions of the developer
- It should also be noted that the Council motion to sell the Bellevue portion of this land was made after the first reading of the bylaw, therefore, Council did receive additional information from the developer, which goes against the stated process of not accepting information after the first reading and before a public hearing
- The only input the public has in this entire process is writing a letter, like this one, and five minutes to speak at a public hearing – that is **not** meaningful public input, especially when considering the vast and sweeping changes being proposed
- It is critical to reiterate that once a rezoning has occurred, the taxpayers and residents lose the chance for meaningful input – the developer will be legally allowed to build to the R-3 standards, without further public input; should there be subsequent concerns, it will be extremely difficult to refuse a building permit as long as it meets the criteria of the R-3 Land Use District

The Municipal Council can demand a greater degree of public participation on large-scale projects, where there is a high impact on residents, if it sees fit. Unfortunately, this has not happened, and it has left residents feeling disenfranchised. You, our members of Council, have the opportunity to change this.

Conclusion

Critical research still needs to be done, but it is not sufficient to ask the developer to conduct this degree of planning after the rezoning and sale. Doing so puts the cart before the horse, and will result in ongoing consternation, as well as potential litigation, similar to what was seen in the Dairy Road development. As I previously mentioned, residents in this area are not opposed to development in some form.

Developers come and go, but our municipal representatives face the people of this community every day. In deciding this issue, Council has the ability to create a legacy. By saying no to this rezoning, Council can reframe this process to address the concerns that residents of the area share, and to include greater public input. While it would likely mean changes to the proposed rezoning, this will also lead to a far more successful project in the long run – something that we, as a community, can all be proud to support.

Please, vote “NO” on bylaw 1221, 2025.

With great respect,

A handwritten signature in black ink, appearing to read "B. Gallant". The signature is fluid and cursive, with a large initial "B" and a stylized "Gallant".

Brian Gallant
Bellevue, AB

Maureen Thomson

Public Hearings

We are Ian & Maureen Thomson ,We own a home [REDACTED] We are apposed to the multi family development the council is considering for the green space behind us.This space is an animal corridor and is used by people walking their dogs and children to play. this is a Heritage distinction site also.We are angry and very disappointed the council would even consider this development.We invested in our home 21 years ago.Our home values will drop considerably if this development is allowed to happen.Keep the Pass the beautiful place it is today. Ian&MaureenThomson

RECEIVED

MAR 03 2025

Dear Elected Municipal Council Member

FEB 25/25

1221 and 2025

I am writing to express my strong opposition to the proposed housing development in our neighborhood. While I understand the need for high density affordable housing in our town, I believe that this project would have a detrimental impact on our community.

First and foremost, the proposed development is simply too large for our area. The increase in population density would put a strain on our already overburdened infrastructure, leading to increased traffic congestion, noise pollution, and strain on our public services.

Furthermore, the type of housing being propose is simply not in keeping with the character of our neighborhood. This development would bring in a large number of low-income residents, which could lead to increased crime rates and other negative social effects. It would also drastically alter the aesthetic of our area, replacing the existing greenery and open spaces with a monolithic, high-density housing complex.

I am deeply concerned about the impact this development would have on property values in the surrounding area. The influx of low -income residents could result in a decline in property values, making it difficult for current residents to sell their homes and move elsewhere.

I strongly urge you to reconsider this proposed housing development. While I recognize the need for affordable housing, I believe that this project is simply not the right fit for our neighborhood.

This and any residential rezoning affecting the communities, Mental and Financial well-being. Should not be passed so light heartedly and Arrogantly by Elected Council Members without the support of the community. Again, something of this magnitude should not make it to rezoning stage without the utmost effort by Council members to inform the community of the proposed project. Without an informed educated town council member. They will most possible be making a decision of a few not the majority. That is the utmost importance of an elected official. There for the Crowsnest Pass could turn into a community of pride to one of disgust if the community is not listened to by their elected official. This has to be put to a vote NOW. If not, now it should be used for a council election platform. There are places in the Crowsnest Pass much more suitable for such a development, that traffic and infrastructure that are not so catastrophically affected by the development. Thank you for your attention to this matter.

Keith and Debra Tkachuk



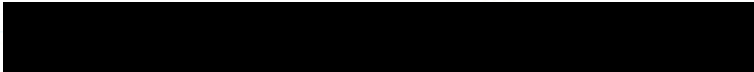
RECEIVED

MAR 03 2025

BYLAW NO. 1221 AND 2025
MUNICIPALITY OF
CROWSNEST PASS

I AM WRITING THIS LETTER TO EXPRESS MY
OPPOSITION TO THE R3 REZONING IN BELLEVUE.
WE LIVE IN A NICE QUIET NEIGHBOURHOOD WITH
TWO HIGH END SUBDIVISIONS BEING BUILT
TIMBERLINE RIDGE AND MOHAWK MEADOWS.
SURROUNDED BY NICE FAMILY HOMES I DO NOT
BELIEVE THAT A HIGH DENSITY DEVELOPEMENT
IS SUITABLE FOR THIS AREA. I WOULD NOT BE
OPPOSED TO HIGH END HOMES BEING BUILT ON
THIS PROPERTY BUT HIGH DENSITY IS TOTALLY
UNEXCEPTABLE. I AM ASKING THE MAYOR
AND COUNCILORS TO PLEASE TURN DOWN THE
PROPOSED REZONE.

THANK YOU IN ADVANCE
BILL OGERTSCHNIG


Bill Ogertschnig

FEB. 25/25

Proposed Bylaw 1221/2025

I am strongly opposed to the rezoning bylaw! I've lived here for 60 yrs and I love Bellevue or Believerly Hills is what I have called it since I was a kid. I don't think this is the proper place to put this size of infrastructure in a high end neighborhood, smaller ones in other areas would work much better.

This development will affect me directly as my grandkids will never be able to go play out in front of our house anymore or the neighbor kids with at least a 100+ cars going by a day!

Please don't approve this rezoning & keep our community more quiet & quaint! That's why we live here!

G. Colucci

RECEIVED

MAR 03 2025

MUNICIPALITY OF
CROWSNEST PASS

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MAR 03 2025

MUNICIPALITY OF
CROWNEST PASS

TO THE COUNCIL

THIS IS A WRITTEN REPLY TO
BYLAW 1221 AND 2025

I HOPE THIS IS NOT A
BRIDGEGATE AFFAIR, WHERE THE
COUNCIL TRIPS OVER THEMSELVES
SELLING LAND TO A FLY BY NIGHT
DEVELOPER WITH NO FORTHUGHT

THE SERVICES AND INFRASTRUCTURE
IN THE AREA WERE NEVER DESIGNED
FOR HIGH DENSITY DEVELOPMENT,
ADDING STRESS TO INFRASTRUCTURE
THAT IS ALREADY STRESSED WILL
CAUSE PROBLEMS THAT THE TAXPAYERS
OF THIS COMMUNITY WILL HAVE TO PAY
FOR, WHILE THE DEVELOPER WALKS AWAY

SECONDLY, THE TRAFFIC ON 222
STREET IS HECTIC NOW, WHAT WILL HAPPEN
WHEN YOU ADD THE TRAFFIC FROM THE
HIGH DENSITY AREA, DUE TO ITS
LOCATION YOU HAVE TO HAVE A VEHICLE
TO GO ANYWHERE IN THE PASS.

RECEIVED

MAR 03 2025

I ASK THAT THIS COUNCIL
HOLD OFF ON THESE BYLAWS
AND DO A PROPER STUDY ON
THE EFFECT OF SUCH A ~~DEVELOPMENT~~
DEVELOPMENT ON THE LOCAL
AREA, BEFORE JUST RUBBER
STAMPING ITS APPROVAL

Stephen Taylor



Feb 28, 2025

RECEIVED

Council of the Municipality of Crowsnest Pass

MAR 03 2025

MUNICIPALITY OF
CROWSNEST PASS

Dear Mayor and Council:

Re: Proposed Bylaw No. 1221, 2025

We are writing to you today to express our concern over the proposed rezoning of land in the above-mentioned Bylaw No. 1221, 2025, specifically the portions within Bellevue.

We have recently moved to Bellevue, picking this beautiful neighborhood as the place where we would like to retire. We have spent a considerable amount of time, effort, and funds in this decision. We picked Bellevue for a number of reasons, its beauty, the quaint and quiet neighborhood, and lack of congestion to name a few.

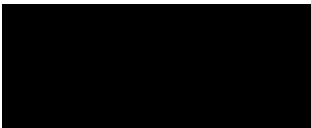
One of the reasons that we left our previous community is the fact that we witnessed situations of rezoning there. When high density zoning was placed immediately adjacent to quiet, single family neighborhoods, the result was a defined change to the neighborhood including downward pressure on property values. With this proposal being adjacent to Mohawk Meadows and surrounding areas, we feel similar results are likely. Our view is that a more appropriate path forward would be to continue with single family dwellings, similar to what we see happening in Mohawk Meadows.

With this in mind, we would like to express our opposition to the proposed rezoning and ask that Council reject the proposal.

Yours truly,

 Betty Dueck

Del and Betty Dueck



DON ORR

To:

□

Public Hearings

Mon 3/3/2025 10:48 AM

to: Executive Assistant to the CAO

In regards to the re-zoning Bylaw 1221-2025, we as residents and homeowners of this area are deeply concerned by this development plan.

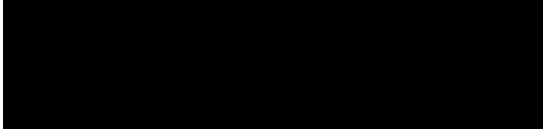
The traffic is a major concern for safety and high congestion:

- Ours is a very quiet neighborhood where families stroll down the street pushing baby carriages, riding bikes and walking dogs(the street has no sidewalks).
- An additional +100 families and occupants living and driving in a very condensed area with only 1 access road will cause significant congestion.
- Parking stalls do not allow for multiple vehicles per unit and that will further congest the road and the area overall
- We are concerned that, in summer months when neighbours are watering, our water pressure drops noticeably. What will be done to avoid this when all these new residential units are built and occupied? Will the current infrastructure manage this issue?
- Our property values will plummet with this development. Is the MCNP not concerned with the decrease of the future assessment value in the long term?
- Is our Fire Department equipped to handle fires and emergency situations in a three story building and with consideration of the restricted road access to this location?
- Furthermore, the height proposed for the buildings is also a concern in the case of fires. The sparks can travel a long distance and ignite adjacent properties.
- If this area is developed as proposed, it should be significantly decreased (suggest 50%) in size and to a maximum of 2 stories and/or conform to the building restrictions of this neighborhood.

- The sale of this area is below fair market value which makes the transaction seem of no profit or benefit to the taxpayers.

Regards

Beryl + Don Orr



Dear Executive Assistant of the CAO,

My name is Callie, and I am 13 years old. I'm writing to you because I've heard about the proposed apartment complex development, and I don't think it should happen. I feel really strongly about this, and I wanted to share my thoughts with you.

First of all, I don't think our town has the infrastructure to support a large apartment complex. We don't have enough roads, schools, or services to handle more people moving in. It could make things overcrowded, and I'm worried it will be harder for everyone to get around, especially with more traffic. This could make the town feel more crowded and less safe for everyone, especially for people who live here now.

Another thing that's really important to me is that the land where this development is being proposed is a historical site for the Blackfoot tribes. This is land that was used for hunting and camping for hundreds of years, thousands of years ago, and it's a special place. Turning this area into apartments would destroy the history and culture of the land, which is something we should all try to protect.

I also really love the nature around Crowsnest Pass, especially in my small town of Bellevue. The space we have now gives us a chance to enjoy the outdoors and see wildlife, and I don't want that to be lost for more buildings. If this apartment complex goes up, it would take away nature and replace it with concrete and asphalt. This would change the whole feeling of the area, and I think it would make it harder for future generations to enjoy what we have now.

Lastly, I don't feel safe knowing that a big apartment complex might be built. I feel like it would bring in a lot of people I don't know, and it could change the small-town atmosphere that makes Bellevue feel like home. I want to feel safe in my community, and I think adding so many apartments could make things feel more dangerous.

I hope you will listen to my concerns and think about what's best for our town, the history, and the future of our community. Please consider stopping this development. I believe that Bellevue should stay as it is—safe, historic, and full of nature.

Thank you for reading my letter. I really hope you will take my thoughts seriously.

Sincerely,

Callie

Public Hearings

As residents of Bellevue we are opposed to the changing of Bylaw 1221,2025 (Bellevue) to High Density Residential Housing.

This should not be passed as high density. We are in favor of homes being built there, on a much smaller scale than what is proposed. The issues with traffic currently going to MDM, parking, water & sewer are already concerning. Adding 108 units would bring in so many people that could not be sustained by infrastructure.

Our other concerns are what this will do to our ever rising property taxes.

Before this Bylaw is changed to allow housing why hasn't the municipality done the work for the environmental/archeological studies. How about a open house with the homeowners? And will this property also be sold below the value of what high density should be sold at?

Again, the Municipality of being sly against its residents.

Terry Ellison

Dawn Orr-Ellison

Shirley Melnychuk

Bylaw 1221, 2025

Public Hearings

I am opposed to move to rezone the area from public land to accommodate a high-density development.

Honor that it is an archaeological site.

Input from the public is very important , building NINE - 3 story structures adjacent to exciting homes in the area needs to be addressed to these concerned residents and the residents of Bellevue .

Parking will definitely be a problem.

It is a low water area, basically a slough, a problem with possible flooding for residents living in these units .It will be an eyesore.

TO: Mayor & Council of Crowsnest Pass

FROM: Ralph Tiegen representing Mohawk Meadows Phase II Development

Re: Bylaw 1221 Rezoning to R-3 March 11, 2025 Public Hearing

I want to start by saying I am thrilled there is a developer willing to invest in this community by building 216 much needed apartment rental units. I am not in the camp of residences that do not want to see growth and am happy to see the community has reversed a 25 year decline in population. I believe most people think we are at the start of long-term growth. Having said that, I want to explain why the proposed site in Bellevue is a wrong location for high density rental apartments and I believe I can suggest/offer better sites. As the elected representatives of our community, you have the difficult job of discerning between another “not in my back yard” protest, from this presentation claiming harm to Mohawk Meadows and the long term negative impact on our community.

I am requesting the Bellevue rezoning be declined or tabled to give me a chance to have a consultant that deals exclusively with land use issues in Alberta make a presentation to council supporting my claims of damage to Mohawk Meadows. Also he can point out other growth mountain communities, mistakes they made and corrections.

I was disappointed to find out I am not able to talk to the mayor and councils or take them through our development and show the style and quality of our two recently completed show homes. It would have been nice if you could have walked the development with me to see my vision for the remaining vacant lots in Mohawk Meadows. I believe I can attract buyers looking at other mountain communities such as Canmore and Fernie to this development. If this rental apartment development goes in, my vision to build high end single family homes is dead. The market I am seeking is not interested in investing in a development that is not properly planned by being next to a high density rental development. I have attached pictures of our new show homes. Also, here is a link to a home I built three years ago that went on the market last week. Click the following link to view the Property 2933 214th St.:

<https://matrix.pillarnine.com/DE.asp?p=DE-247444232-74&k=4651201XCDG8&eml=cmFscGgudGllZ2VuQHNoYXcuY2E=>

We have invested a lot of extra money to make this a premium development. Our development agreement with the town did not require us to build sidewalks as Phase one did not have any. We designed and constructed a walking path from 214th St to the MDM facility. This walking path is paved and has decorative lighting. These sidewalks and walking path are a benefit and used extensively by the residents at this end of Bellevue. We upgraded the street lighting from standard residential lights to the decorative lighting used in downtown Blairmore and Bellevue. This additional money spent will be lost if we are forced to market the remaining vacant lots for economy homes. I believe the municipality loses as well because there are no other newer R-1 developments in Blairmore, Bellevue or Hillcrest to build this type of home.

This decision is very impactful to me, the people who bought into my vision for Mohawk Meadows by purchasing homes, the surrounding neighborhood and the precedent it will establish for future development. I am asking this bylaw rezoning the Bellevue property to R-3 be declined or tabled for further input, debate and consultation . Also, it would give me a chance to meet the developer and suggest/offer other properties that would be a better fit.

Respectfully Submitted

Ralph Tiegen









Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 6.a

Subject: RCMP 2024 Q3 Update - Sergeant Mark Amatto

Recommendation: That Council accept the RCMP 2024 Q3 Update as information.

Executive Summary:

The RCMP detachment provides quarterly updates to Council regarding human resources, financial data, and crime statistics for the Crowsnest Pass.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The RCMP provides a quarterly report to Council to keep them apprised of RCMP activities for the preceding quarter as stats become available and to determine community policing priorities. Q3 stats for 2024 will be presented.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Q3 2024 Community Letter - Municipality of Crowsnest Pass.pdf](#)

[Q3 2024 Crowsnest Pass Provincial Community Report.pdf](#)

[Crowsnest Pass Q3 Provincial Crime Statistics.pdf](#)

[Crowsnest Pass Five Year Provincial Crime Statistics.pdf](#)



February 7, 2025

Blair Painter
Mayor
Municipality of the Crowsnest Pass, AB

Dear Mayor Painter,

Please find attached the quarterly Community Policing Report covering the period from October 1st to December 31st, 2024. This report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Crowsnest Pass Detachment.

In the coming weeks and months, we will be engaging with the community and holding town hall meetings as we have done in the past. This will provide us with an opportunity to interact with the community we serve and hear from them directly about what policing issues or priorities they would like our detachment to focus on. I look forward to attending these meetings to connect with our community and will be providing more details as we organize the town hall meetings.

I also want to inform you of the Real Times Operations Centre (RTOC) that is supporting RCMP detachments across Alberta. In October 2022, RTOC was established to optimize our response to incidents around the province. RTOC involves senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing the response. They provide members on the ground with guidance, direction, and support. It is also used to coordinate the deployment of all RCMP resources – federal, provincial, and municipal, both within Alberta and, if required, nationally. The RTOC facility uses cutting-edge technology to provide real time support during emergency situations to RCMP officers across Alberta and is another measure used to enhance public and police officer safety.

I always remain available to discuss your community-identified priorities and any other ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Best regards,

Sgt Mark Amatto
Detachment Commander
Crowsnest Pass Detachment





Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Crowsnest Pass

Detachment Commander

Sgt Mark Amatto

Report Date	Fiscal Year	Quarter
February 7, 2025	2024-25	Q3 (October - December)

Community Priorities

Priority #1: Intelligence led policing - Prolific/Habitual offender management**Updates and Comments:**

Condition checks have been ongoing for Offenders within the Crowsnest Pass area. The Lethbridge Probation Officer reached out to advise that Offenders being managed within the Crowsnest Pass jurisdiction have reported they are being subject to numerous curfew/house arrest checks by police; Probation wished to acknowledge the work being completed by the Members of the Crowsnest Pass Detachment. As a result of checks being completed by the Detachment Members - compliance generally improves and crime rates tend to decrease. The Crowsnest Pass Detachment had follow up interviews completed with the two Offenders who had been onboarded to the Integrated Offender Management Program by the Program Coordinator. Resources are being sought and discussed during the monthly Regional Case Development Group meeting for these offenders, as well as plans for onboarding additional targets.

Priority #2: Traffic Safety - Aggressive Driving**Updates and Comments:**

During this reporting period 256 traffic-related calls for service were received and generated. resulting in 90 tickets and 62 warnings being issued; of those charges, 1 was an IRS sanction. Members continue to make enforcement - based patrols in and along Hwy 3 and Hwy 22 corridors. The Community Peace Officer program continues to be an excellent community-based enforcement partner that support traffic initiatives. During this reporting period, 45 collisions were reported, 4 of which resulted in Non-Fatal Injury MVC's.





Priority #3: Organized Crime - Drug Trafficking

Updates and Comments:

Crowsnest Pass Detachment Members have increased illicit drug enforcement in this reporting period, resulting in two people being charged with Possession for the Purposes of Trafficking, one person being charged with Possession and the seizure of 33 Grams of suspected cocaine and one vehicle being removed from road. Intelligence has greatly increased by means of street checks being conducted and the use of unverified information that is forwarded by a Crime Stoppers association. Dates have been booked for drug presentations at the Crowsnest Consolidated High School and Livingstone Schools during the 4th Quarter.

Priority #4: Property - Theft from auto

Updates and Comments:

Crowsnest Pass Detachment responded to seven calls for service in regard to theft from motor vehicles, as well as theft of motor vehicles. Of note, theft of fuel from motor vehicles appeared to have been a trend, with several commercial vehicles being targeted. In two separate occurrences, an RV trailer and a pick up truck had been stolen from Hwy 22 and Maycroft area. A utility trailer had been stolen from the Bible Camp, was sold to an unsuspecting buyer on the Piikani Nation and recovered when the individual attempted to register same; suspects have been identified and charges are pending. A vehicle stolen out of Lethbridge was recovered in Blairmore, it is believed to be associated to the drug trade and investigators are actively investigating the matter.

Priority #5: Police / Community Relations - Police Visibility

Updates and Comments:

Enhanced Foot and proactive patrols were up substantially this Quarter. Special attention was paid to areas wherein there were noted trends in property crime and/or suspicious behaviour. School zones, the Hamlet of Lundbreck, Campgrounds and Staging Areas were a focus during this reporting period.





Community Consultations

Consultation #1

Date	Meeting Type
October 11, 2024	Community Connection
Topics Discussed	
Education Session; Crime Reduction Initiatives	
Notes/Comments:	
Member attended the Windsor Heritage Centre in Lundbreck, and gave a presentation on becoming an RCMP member and discussed crime trends relevant to the community.	

Consultation #2

Date	Meeting Type
October 17, 2024	Meeting with Stakeholders
Topics Discussed	
Crime Reduction Initiatives; Property Crime; Regular Reporting/Information Sharing	
Notes/Comments:	
Bear Smart / Citizens on Patrol integration meeting held at the Crowsnest Pass Detachment. This is a first-of-its-kind project in Alberta. Discussion included organizational structuring and standard operating procedures.	

Consultation #3

Date	Meeting Type
November 7, 2024	Meeting with Stakeholders
Topics Discussed	
Regular Reporting/Information Sharing; Education Session	
Notes/Comments:	
Virtual meeting with Pincher Creek Regional Emergency Management Organization on managing emergency resources with the Municipal District.	



Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	9	7	0	2
Detachment Support	3	4	0	0

Notes:

1. Data extracted on December 31, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the nine established positions, seven officers are currently working with none on special leave. There are two hard vacancies at this time.

Detachment Support: Of the three established positions, four resources are currently working with none on special leave. There is one resource that is Surplus to Establishment. There is no hard vacancy at this time.





Crowsnest Pass Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	1	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		1	2	3	2	2	100%	0%	0.2
Other Sexual Offences		0	0	1	0	1	N/A	N/A	0.2
Assault		26	11	13	26	18	-31%	-31%	-0.1
Kidnapping/Hostage/Abduction		0	1	0	0	0	N/A	N/A	-0.1
Extortion		0	0	1	0	0	N/A	N/A	0.0
Criminal Harassment		11	12	9	4	9	-18%	125%	-1.2
Uttering Threats		20	9	12	6	6	-70%	0%	-3.1
TOTAL PERSONS		59	35	40	38	36	-39%	-5%	-4.3
Break & Enter		10	4	3	10	7	-30%	-30%	0.0
Theft of Motor Vehicle		6	7	4	4	2	-67%	-50%	-1.1
Theft Over \$5,000		0	0	0	4	3	N/A	-25%	1.0
Theft Under \$5,000		25	18	15	14	10	-60%	-29%	-3.4
Possn Stn Goods		6	3	3	3	2	-67%	-33%	-0.8
Fraud		13	6	5	12	4	-69%	-67%	-1.2
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		21	14	10	12	8	-62%	-33%	-2.8
Mischief - Other		11	5	9	11	18	64%	64%	2.0
TOTAL PROPERTY		92	57	49	70	54	-41%	-23%	-6.3
Offensive Weapons		1	3	2	2	4	300%	100%	0.5
Disturbing the peace		19	8	7	8	9	-53%	13%	-2.0
Fail to Comply & Breaches		12	6	8	3	8	-33%	167%	-1.1
OTHER CRIMINAL CODE		9	7	3	9	8	-11%	-11%	0.0
TOTAL OTHER CRIMINAL CODE		41	24	20	22	29	-29%	32%	-2.6
TOTAL CRIMINAL CODE		192	116	109	130	119	-38%	-8%	-13.2



Crowsnest Pass Provincial Detachment Crime Statistics (Actual) October - December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	0	1	2	1	-75%	-50%	-0.4
Drug Enforcement - Trafficking		0	0	0	4	1	N/A	-75%	0.6
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		4	0	1	6	2	-50%	-67%	0.2
Cannabis Enforcement		0	0	0	1	0	N/A	-100%	0.1
Federal - General		0	4	4	4	0	N/A	-100%	0.0
TOTAL FEDERAL		4	4	5	11	2	-50%	-82%	0.3
Liquor Act		2	12	0	2	5	150%	150%	-0.4
Cannabis Act		0	3	1	4	0	N/A	-100%	0.1
Mental Health Act		24	10	33	16	25	4%	56%	0.8
Other Provincial Stats		37	20	18	16	15	-59%	-6%	-4.8
Total Provincial Stats		63	45	52	38	45	-29%	18%	-4.3
Municipal By-laws Traffic		2	1	0	0	0	-100%	N/A	-0.5
Municipal By-laws		19	6	3	2	8	-58%	300%	-2.6
Total Municipal		21	7	3	2	8	-62%	300%	-3.1
Fatals		0	1	0	1	0	N/A	-100%	0.0
Injury MVC		6	12	5	10	2	-67%	-80%	-1.0
Property Damage MVC (Reportable)		52	62	76	65	33	-37%	-49%	-3.5
Property Damage MVC (Non Reportable)		6	15	12	9	8	33%	-11%	-0.2
TOTAL MVC		64	90	93	85	43	-33%	-49%	-4.7
Roadside Suspension - Alcohol (Prov)		0	4	5	4	0	N/A	-100%	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		153	451	103	234	178	16%	-24%	-16.7
Other Traffic		3	1	0	2	0	-100%	-100%	-0.5
Criminal Code Traffic		9	9	12	8	3	-67%	-63%	-1.3
Common Police Activities									
False Alarms		13	9	6	16	10	-23%	-38%	0.1
False/Abandoned 911 Call and 911 Act		13	14	6	5	7	-46%	40%	-2.1
Suspicious Person/Vehicle/Property		37	20	19	24	9	-76%	-63%	-5.2
Persons Reported Missing		7	6	4	4	5	-29%	25%	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		21	11	26	28	26	24%	-7%	2.7
Form 10 (MHA) (Reported)		2	0	0	0	2	0%	N/A	0.0



Crowsnest Pass Provincial Detachment Crime Statistics (Actual) January to December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	3	1	1	0	N/A	-100%	-0.2
Robbery		1	1	0	2	0	-100%	-100%	-0.1
Sexual Assaults		8	8	6	6	7	-13%	17%	-0.4
Other Sexual Offences		5	1	3	2	3	-40%	50%	-0.3
Assault		96	80	54	96	78	-19%	-19%	-2.0
Kidnapping/Hostage/Abduction		2	1	0	0	0	-100%	N/A	-0.5
Extortion		0	0	1	1	1	N/A	0%	0.3
Criminal Harassment		32	36	46	34	46	44%	35%	2.6
Uttering Threats		56	37	40	27	47	-16%	74%	-2.8
TOTAL PERSONS		200	167	151	169	182	-9%	8%	-3.4
Break & Enter		35	24	34	42	26	-26%	-38%	0.0
Theft of Motor Vehicle		21	16	13	12	24	14%	100%	0.2
Theft Over \$5,000		3	2	4	13	8	167%	-38%	2.1
Theft Under \$5,000		109	69	82	57	54	-50%	-5%	-12.2
Possn Stn Goods		24	12	5	6	8	-67%	33%	-3.8
Fraud		41	40	38	37	33	-20%	-11%	-1.9
Arson		1	3	4	2	2	100%	0%	0.1
Mischief - Damage To Property		82	65	67	53	65	-21%	23%	-4.6
Mischief - Other		46	23	49	53	63	37%	19%	6.4
TOTAL PROPERTY		362	254	296	275	283	-22%	3%	-13.7
Offensive Weapons		4	7	9	11	9	125%	-18%	1.4
Disturbing the peace		50	39	50	36	39	-22%	8%	-2.5
Fail to Comply & Breaches		47	30	29	13	36	-23%	177%	-3.9
OTHER CRIMINAL CODE		34	29	23	21	25	-26%	19%	-2.6
TOTAL OTHER CRIMINAL CODE		135	105	111	81	109	-19%	35%	-7.6
TOTAL CRIMINAL CODE		697	526	558	525	574	-18%	9%	-24.7



Crowsnest Pass Provincial Detachment Crime Statistics (Actual) January to December: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		17	7	2	4	4	-76%	0%	-2.9
Drug Enforcement - Trafficking		1	1	1	8	1	0%	-88%	0.7
Drug Enforcement - Other		0	0	0	1	0	N/A	-100%	0.1
Total Drugs		18	8	3	13	5	-72%	-62%	-2.1
Cannabis Enforcement		3	0	0	3	0	-100%	-100%	-0.3
Federal - General		14	12	11	8	6	-57%	-25%	-2.0
TOTAL FEDERAL		35	20	14	24	11	-69%	-54%	-4.4
Liquor Act		17	19	14	12	10	-41%	-17%	-2.1
Cannabis Act		2	3	2	5	1	-50%	-80%	0.0
Mental Health Act		111	72	98	81	103	-7%	27%	-0.7
Other Provincial Stats		124	106	87	88	85	-31%	-3%	-9.6
Total Provincial Stats		254	200	201	186	199	-22%	7%	-12.4
Municipal By-laws Traffic		7	5	3	3	3	-57%	0%	-1.0
Municipal By-laws		67	28	29	23	37	-45%	61%	-6.5
Total Municipal		74	33	32	26	40	-46%	54%	-7.5
Fatals		2	1	0	1	3	50%	200%	0.2
Injury MVC		20	27	26	35	20	0%	-43%	0.8
Property Damage MVC (Reportable)		186	202	252	250	131	-30%	-48%	-6.2
Property Damage MVC (Non Reportable)		52	52	41	33	34	-35%	3%	-5.5
TOTAL MVC		260	282	319	319	188	-28%	-41%	-10.7
Roadside Suspension - Alcohol (Prov)		0	9	14	9	4	N/A	-56%	0.8
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
Total Provincial Traffic		852	1,364	533	1,057	666	-22%	-37%	-67.9
Other Traffic		11	4	3	4	0	-100%	-100%	-2.2
Criminal Code Traffic		42	30	30	42	21	-50%	-50%	-3.0
Common Police Activities									
False Alarms		41	35	30	40	44	7%	10%	1.1
False/Abandoned 911 Call and 911 Act		37	23	34	32	25	-32%	-22%	-1.5
Suspicious Person/Vehicle/Property		178	108	116	91	71	-60%	-22%	-23.1
Persons Reported Missing		23	20	10	23	22	-4%	-4%	0.1
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		79	84	111	100	120	52%	20%	9.8
Form 10 (MHA) (Reported)		3	7	0	8	3	0%	-63%	0.1



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 6.b

Subject: Bear Smart / COP presenting with Sergeant Mark Amatto

Recommendation: That Council accept the presentation from Bear Smart / COP as information.

Executive Summary:

Bear Smart and COP present to Council with statistics for the Crowsnest Pass.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Bear Smart and COP present to Council with statistics for the Crowsnest Pass.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Crowsnest Pass BearSmart Presentation for March 11th.pdf](#)



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

Attention: Mayor and Council

Dear Sir/Madams:

Council,

Thank you for allowing us the opportunity to share a new and extremely exciting partnership between the Crowsnest Pass Bearsmart Association and the Crowsnest Pass Citizens on Patrol Association.

In late fall of 2024 and after several hours of deep conversation, our Association began to recognize that we were not providing the Municipality of Crowsnest Pass with the exceptional level of service our community has come to expect. In the wave of John Clarke's retirement, our Association's partnership with Alberta Fish and Wildlife and the Province of Alberta began to falter. We began to see that Alberta Fish and Wildlife's priorities were being distributed to concerns outside of Human/Bear Conflict and the challenges this brings to members of our community. Additionally, when resources and attention were demanded to these issues, individuals with Fish and Wildlife did not allocate the time to these concerns as has been in the past. While this was a blow to the time we put into this important topic, we try to pass no judgement on the Fish and Wildlife Officers present in our community today. In fact, it is important to recognize that these Officer's are being pulled in many directions by our Provincial Government.

Instead we have shifted gears and after several meetings and hard work from our dedicated volunteer base, we have partnered with the Crowsnest Pass Citizens on Patrol Association and the Crowsnest Pass RCMP Detachment. This will allow us to work under the auspice of our local Police Officers to once again patrol and ultimately attempt aversion and mitigation tactics to deter bear activity throughout our community. Additionally, this partnership will create and maintain exceptional lines of communication between us and the Police. This will allow for the tracking of trends, identifying of problem areas, and show our high dedication to public safety and wild wildlife.

We also continue to maintain the amazing relationship between our Association and the Municipality of Crowsnest Pass Peace Officers. This ultimately aids in preventing future

occurrences by targeting and identifying wildlife attractants and other concerns associated with human/wildlife conflict.

The Crowsnest Pass BearSmart Association is excited to begin this new chapter of service to our community and cannot thank our local RCMP Detachment enough for engaging with us and moving our programming forward. Keep an eye out this summer for orange flashing lights!

Thanks,

We thank you for your time and consideration,

Christy Pool
President
Crowsnest Pass BearSmart Association

On behalf of:

Crowsnest Pass BearSmart Association Board of Directors

P.O. Box 125
Hillcrest, Alberta
ToK ICo
www.cnpbearsmart.com
cnpbearsmart@gmail.com



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.a

Subject: Bylaw 1193, 2024 - Road Closure - Second and Third Readings

Recommendation: That Council moves second and third reading of Bylaw 1193, 2024.

Executive Summary:

This bylaw proposes the closure of an Unnamed Road that is not developed to municipal standards, not maintained by the Municipality and not used by the public. The purpose of the proposed road closure is to allow the applicant who is the landowner of an adjacent property to complete the road purchase to enable him to use the closed road as a private access easement to four parcels proposed in subdivision approval 2025-0-009.

Relevant Council Direction, Policy or Bylaws:

Section 22 of the Municipal Government Act.

Motion 11-2024-03-12 - sale of the closed road allowance to the applicant. Councillor Ward moved that Council accept the request of the applicant to return the registered road right of way that runs through Subdivision Plan 931 1296, subject to the following conditions *(as revised / clarified by the CAO in writing to the applicant)*:

1. That the price for the land is \$0.94 per square foot, similar to other Road rights of way sold in the same area over the past two years.
2. That the right of way become part of a condominium development *(it was clarified to the applicant that this is not a correct condition of sale)*.
3. That the applicant is responsible for all costs associated with the closing of the subject road allowance to public travel.
4. That the applicant is responsible for all costs associated with the redistricting of the subject road allowance to NUA-1 (Non-Urban Area) *(redistricting is not required - s. 28.4 of the Land Use Bylaw provides that a closed road by default assumes the district of the parcel that it is being consolidated with, in this case GCR-1)*
5. That the applicant is responsible for all costs associated with the consolidation of the subject road allowance with the title to the NW 34, TWP 7, RGE4, W5M by Plan of survey.
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 enters into a Development Agreement with the Municipality which would provide that the access road would ensure emergency vehicle access for Fire, Ambulance and Police vehicles for all seasons of the year and that drainage, dust control and snow removal concerns are mitigated. (it was clarified to the applicant that this condition is not required - with private access, it is in the landowner's own interest to ensure that emergency equipment can access their land in case they are in need. For dust, snow, and stormwater, a landowner cannot adversely affect an adjacent landowner.)
8. That the access to the dam remains.

Motion 10-2024-08-20 - third reading of Bylaw 1196, 2024 to rezone land from NUA-1 to GCR-1 to resolve a multiple land use parcel, so that a development permit application for a Single-detached Dwelling may be deemed complete. On October 23, 2024, the Development Authority approved DP2024-292 for a Single-detached Dwelling.

At the November 19, 2024 public hearing, Council directed staff to ensure that the subdivision approval includes a condition that the applicant shall provide an access easement to the owner of Lot 2, Block 1, Plan 931 1296 (Ondrus).

On February 26, 2025 the Subdivision Authority approved application 2025-0-009 (see attached decision), with conditions that include an access easement to the Municipal reservoir (dam), and an access easement to the owner of Lot 2, Block 1, Plan 931 1296 (Ondrus), as required by Council.

Discussion:

The road is south of a portion of the York Creek Subdivision. It is an undeveloped road. In 1993 a 4-lot country residential subdivision was registered and the subject road allowance was dedicated by the developer for possible future development on the remainder of the subject land. In 2016 the road allowance became part of a larger country residential subdivision application to access the remainder of the land (file 2016-0-070). The subdivision application was approved with conditions. After pursuing multiple studies and the engineering design of the road to satisfy the subdivision conditions, in 2023 the developer ultimately decided to abandon the project. Subsequently, the subdivision application was withdrawn, and the road no longer serves a purpose for the public.

The landowner is in the process of selling the former two large parcels, that were part of the withdrawn country residential subdivision area, to three family members to build their private homes. The road that is proposed to be closed is the only way in which two of these parcels can be accessed. When the road is closed and sold back to the landowner, the resulting parcel (closed road) is intended to be registered as a private access easement to the benefit of the two parcels.

On August 20, 2024 Council gave third reading to Bylaw 1196, 2024 to rezone a portion of one of the two parcels from NUA-1 to GCR-1 to resolve a multiple land use parcel, in order to facilitate the proposed construction of one of the homes by a family member of the landowner.

There is an access agreement for the Municipal Reservoir / Dam that crosses the property, and it is required to remain in place as a condition of the road sale, and a condition of the subdivision approval.

Council directed that second and third reading of Bylaw 1193, 2024 (the road closure bylaw) shall not

be considered until the applicant has made and received approval of a subdivision application. On February 26, 2025 the Subdivision Authority approved application 2025-0-009 (see attached Resolution). The closed road bylaw (Bylaw 1193, 2024) is required to be registered at the land titles office in conjunction with the registration of subdivision approval 2025-0-009, with an access easement and accompanying agreement with the landowner of the adjacent Lot 2, Block 1, Plan 9311296 (Ondrus), and an access easement with the Municipality to the reservoir (dam), among several other access easements that are required as conditions of subdivision approval.

Analysis of Alternatives:

1. Council may consider second and third readings of Bylaw 1193, 2024. 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 the bylaw and provide further direction to Administration.
2. Council may defeat Bylaw 1193, 2024.

Financial Impacts:

Once the roads closure is registered and the land transfer has been completed, the Municipality will receive approximately \$60,000 compensation for the closed road parcel.

Attachments:

[Bylaw 1193, 2024 - signed by the Minister of ATEC.pdf](#)

[Bylaw No. 1193, 2024 Schedule A.pdf](#)

[Bylaw No. 1193, 2024 Schedule A with 2021 Aerial.pdf](#)

[Subdivision Decision 2025-0-009.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1193, 2024
ROAD CLOSURE BYLAW

BEING a bylaw of the Municipality of Crowsnest Pass for the purpose of closing to public travel and creating title to and disposing of a portion of a public roadway in accordance with section 22 of the Municipal Government Act, Chapter M26, Revised Statutes of Alberta 2000, as amended.

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

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

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

AND WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with sections 216.4 and 606 of the Municipal Government Act,

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

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

PLAN 9311296

ALL THAT PORTION OF ROAD FORMING AREA 'A' ON PLAN _____

Containing 0.607 Hectares (1.50 Acres) More or Less

EXCEPTING THEREOUT ALL MINES AND MINERALS

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

READ a **first** time in council this 10th day of September 10th 2024.

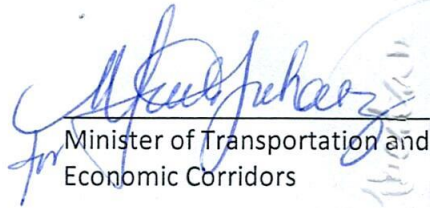

Blair Painter
Mayor


Patrick Thomas
Chief Administrative Officer

MUNICIPALITY OF CROWSNEST PASS
PROVINCE OF ALBERTA

PUBLIC HEARING scheduled for the 19th day of November 2024 and advertised in the Crownsnest Pass Herald on the September 25th and October 2nd 2024.

APPROVED this 13 day of January 2025.


Minister of Transportation and
Economic Corridors

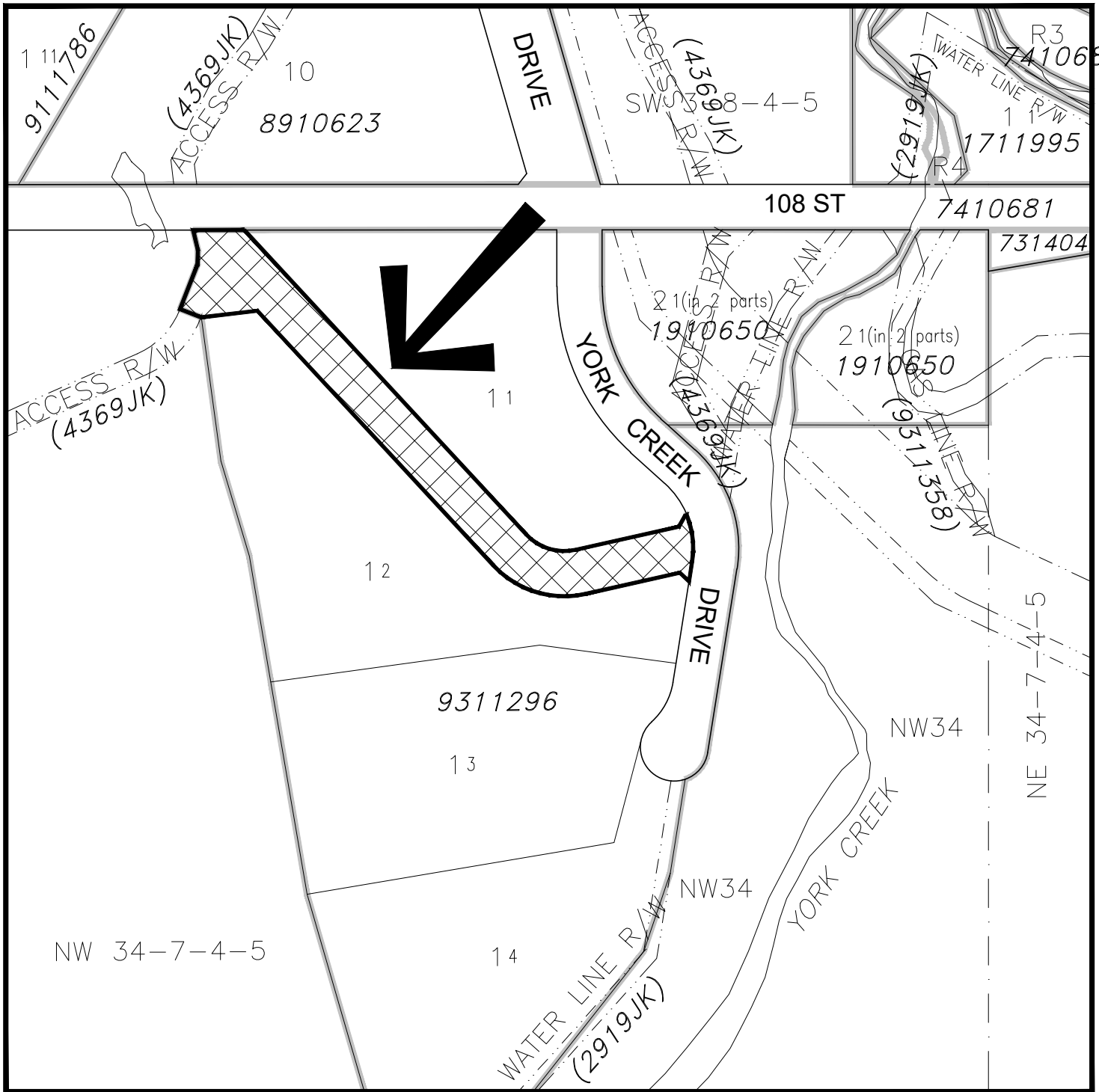


READ a **second** time in council this _____ day of _____ 20_____.

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



**PROPOSED ROAD CLOSURE
SCHEDULE 'A'**

Bylaw #: _____

Date: _____



PLAN 9311296

ALL THAT PORTION OF ROAD FORMING AREA 'A' ON PLAN _____

Containing 0.607 Hectares (1.50 Acres) More or Less

EXCEPTING THEREOUT ALL MINES AND MINERALS

WITHIN NW 1/4 SEC 34, TWP 7, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWNEST PASS

DATE: MAY 23, 2024

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"

OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 50 100 150 200

May 23, 2024 N:\C-N-P\CNP LUD & Land Use Redesignations\Crowsnest Pass - Road Closure Plan 931129





**PROPOSED ROAD CLOSURE
SCHEDULE 'A'**

Bylaw #: _____

Date: _____



PLAN 9311296

ALL THAT PORTION OF ROAD FORMING AREA 'A' ON PLAN _____

Containing 0.607 Hectares (1.50 Acres) More or Less
EXCEPTING THEREOUT ALL MINES AND MINERALS

WITHIN NW 1/4 SEC 34, TWP 7, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: MAY 23, 2024

Aerial Photo Date: May 19, 2021

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"



0 Metres 50 100 150 200
May 23, 2024 N:\C-N-P\CNP LUD & Land Use Redesignations\Crowsnest Pass - Road Closure Plan 931129



RESOLUTION

2025-0-009

Municipality of Crowsnest Pass Country Residential subdivision of NW1/4 34-7-4-W5M

THAT the Country Residential subdivision of NW1/4 34-7-4-W5M (Certificate of Title No. 191 062 673 +1), to subdivide four (4) parcels for country residential use from a ±24 ha (59 acre) parcel; BE APPROVED subject to the following:

RESERVE:

1. That the 10% Municipal Reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the subdivision area, being ±59 acres at the market value of \$5,000 per acre with the actual acreage and amount to be paid to the Municipality of Crowsnest Pass being determined at the final stage, for Municipal Reserve Purposes. (Note that any lands dedicated as ER shall be deducted from the MR calculation);
2. AND FURTHER that Environmental Reserve (ER), pursuant to Section 664 of the Municipal Government Act, be dedicated as a minimum 6 m wide strip measured from the top of bank on both sides of York Creek (see orientation in tentative plan) as per an existing agreement between the applicant and the municipality pursuant to Section 664.1(2) of the Municipal Government Act.

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Municipality of Crowsnest Pass.
2. That the corresponding road closure bylaw (Bylaw No. 1193, 2024) be finalized and the former road area consolidated with Lot 3.
3. That the following access easements be respectively established from York Creek Drive (a b, d and f) and 108 Street (c and e) and registered concurrently with the final plan, to the satisfaction of the Subdivision Authority:
 - a. Over Lot 3 by survey plan for the benefit of Lot 4 along with an agreement;
 - b. Over Lot 3 by survey plan, and the NW¼ Sec. 34 containing LSD 11, 12, 13 and 14 (being a portion of the lands that are subject to ROW Plan 4369JK), for the benefit of the municipality along with an agreement (the existing registration 7359FU can be discharged in favour of this easement);
 - c. Over Lot 1, Block 2, Plan 191 0650 by survey plan for benefit of Lot 2 along with agreement;
 - d. Over Lot 3 by survey plan, to the north boundary of and for benefit of Lot 2, Block 1, Plan 931 1296, along with an agreement
 - e. Over Lot 1, Block 2, Plan 191 0650 by survey plan, and Lot 2, for benefit of Lot 5 along with agreement.
 - f. Over Lot 3 by plan of survey for the benefit of the NW ¼ containing LSD 12 and LSD 13, along with an agreement.
4. That a 5.0 m wide utility right-of-way be established over Lot 2, along with a corresponding agreement for the same, for future underground stormwater purposes/fallout to York Creek in favour of the Municipality of Crowsnest Pass, prior to finalization of the application and registered concurrently on title pursuant to Section 69 of the Land Titles Act.
5. That a utility right-of-way be established in favour of TELUS, along with a corresponding agreement for the same, prior to finalization of the application and registered concurrently on title pursuant to Section 69 of the Land Titles Act.

6. That a utility right-of-way be established in favour of ATCO Gas, along with a corresponding agreement for the same, prior to finalization of the application and registered concurrently on title pursuant to Section 69 of the Land Titles Act.
7. That the applicant is responsible for submitting a Historic Resources (HR) Application to Alberta Culture and Tourism via the Online Permitting and Clearance (OPaC). The applicant must provide to the Subdivision Authority a copy in writing of the Historical Resources Act clearance prior to final endorsement.
8. That a civic address shall be assigned to the new parcels and the applicant shall be responsible to comply with the Civic Addressing Bylaw including payment of any required fees.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
 - a. Except that a variance to the maximum lot size requirement of the GCR-1 District was approved pursuant to Section 654(2) of the Municipal Government Act.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. A geotechnical report has been submitted for the purpose of confirming suitability of the lands for private sewage disposal systems.
4. A groundwater report (Strom Engineering) has been submitted pursuant to Section 23 of the Water Act for the purpose of re-establishing the household statutory right on the parcels being created and is hereby accepted by the Subdivision Authority.

INFORMATIVE:

- (a) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (b) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (c) Private utilities (water and wastewater lines on private land) that connect to municipal water and wastewater mains are typically not protected by an easement. It is the responsibility of the applicant / landowner and/or their agent to locate private utilities (water and wastewater lines) on the subject parcel up to the legal boundary of a public lane, a public road and adjacent public and private property, and to obtain easements and/or relocate the water and/or wastewater lines as may be required, at their sole risk and to the exoneration of the Municipality of Crowsnest Pass from any liability related to these matters, and at no cost to the Municipality.
- (d) Comments from the Municipality of Crowsnest Pass:

Manager Development & Trades

1. Development agreement is not required.
2. The new access easement must also provide access to 12;13; NW-34; 7; 4; W5M (Roll Number 2130700).
3. The amount of cash-in-lieu of land for MR has been agreed upon between the MCNP and the applicant, above market value, at \$5,000 per acre (see ER Agreement submitted with the application). 59 ac minus 7.7 ac (ER) = 51.3 ac x 0.10 (10%) = 5.13 ac x \$5,000 = \$25,650 cash

in-lieu-of land. The ER agreement stated an amount of \$24,000 (exact ER was unknown at the time). The MCNP is willing to accept \$24,000 as agreed.

Manager Transportation

Comments not received yet

Manager Utilities

Comments not received yet

Tax Clerk

- Municipal taxes for the rolls associated with the subdivision are either current, paid or on TIPP
- New roll numbers have been assigned in anticipation of future subdivision

Assistant Development Officer

- Civic addresses have been assigned in anticipation of future subdivision

Municipal Considerations

- Use of land in the vicinity of the land that is the subject of the application.
 - Topography
 - Soil characteristics
 - Potential for flooding, subsidence, or erosion of the land
 - Storm water collection
 - Accessibility to a road or roads
 - Direct access to a road that is shown as a road on a plan of survey that has been filed or registered in a land titles office OR used as a public road, AND includes a bridge forming part of a public road and any structure incidental to a public road.
 - Lawful means of access satisfactory to the subdivision authority
 - Availability and adequacy of a water supply, sewage disposal system and solid waste disposal
 - If the land is not serviced by Municipal Services, do the boundaries, lot sizes and building sites comply with the requirements of the Private Sewage Disposal Systems Regulation
- (e) Further to the above-noted circulation, TELUS Communications Inc. will require a utility right of way in order to provide service to this new development.

Please have TELUS' requirement added as a condition of approval and have the applicant contact circulations@telus.com to initiate a TELUS Utility Right of Way Agreement.

- (f) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

- (g) ATCO Transmission high pressure pipelines has no objections. Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

- (h) Historical Resources – Barry Newton, Land Use Planner:

"We have reviewed the captioned subdivision application and determined that the property in question has an HRV value of 3p, 4a, 5a.

The applicant must obtain *Historical Resources Act* approval prior to proceeding with any land surface disturbance associated with subdivision development by submitting a Historic Resources Application through Alberta Arts, Culture and Status of Women's Online Permitting and Clearance (OPaC) system - www.opac.alberta.ca.

The applicant should review the Land Use Procedures Bulletin: Subdivision Development Historical Resources Act Compliance (<https://open.alberta.ca/publications/subdivision-historical-resources-act-compliance>) prior to OPaC submission (copy attached).

(i) Alberta Health Services – Kristen Dykstra, Public Health Inspector:

“Thank you for the opportunity to comment on File No. 2025-0-009. Alberta Health Services – Environmental Public Health (AHS-EPH) reviews and provides comment on land use applications from a public health perspective.

It is understood that the purpose of this application is to subdivide a parcel to create four lots for country residential use. The subject land is located in Blairmore, and is divided by York Creek. Proposed water services are private (well or cistern), and private sewer services (sub-surface treatment field or treatment mound).

AHS-EPH has reviewed the application, and has the following comments:

- Each parcel of residential land should have access to a legal source of potable drinking water as designated by the appropriate regulatory authority. AHS-EPH recommends connection to an approved municipal or regional drinking water system where feasible. The application indicates a well or cistern as the potable water source. AHS-EPH recommends that wells and cisterns be completely contained on the property being served to avoid future conflicts or access concerns.
- Where water services are provided, sewer services approved by the appropriate agency must also be provided. AHS-EPH recommends connection to an approved municipal or regional wastewater system where feasible. The application indicates that each lot will have a private sewage system. AHS-EPH recommends that private sewage disposal systems be completely contained on the property being served to avoid future conflicts or access concerns.
- York Creek is in close proximity to the proposed lots. AHS-EPH does not recommend development in areas prone to flooding, and recommends a review of available flood mapping data.

AHS-EPH has no concerns with the application provided that the applicant complies with all pertinent regulations, by-laws, and standards.

Please feel free to contact me with any questions or concerns.”

(j) Alberta Transportation – Leah Olsen, Development/Planning Technologist:

“This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 3X

Transportation and Economic Corridors offers the following comments with respect to this application:

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 of the Regulation are not met. There is no direct access to the highway and there is sufficient local road access to the subdivision and adjacent lands. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation.

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 7(6)(d) of the regulation, Transportation and Economic Corridors agrees to waive the referral distance for this particular subdivision application. As far as Transportation and Economic Corridors is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application

FOR INFORMATION PURPOSES

The applicant is advised that Highway 3 will be expanded to a four-lane limited access facility in the future. Alberta Transportation has commissioned the "Highway 3:02 & 3:04- Functional Planning Study" of which will identify but not be limited to an alignment for the future lanes, an access management strategy and right-of-way requirements for the expansion. The interim stage of the access management strategy would see removal of all direct highway access and replacement with strategically located at-grade local road intersections. At that time access to the highway may become somewhat less convenient/more circuitous. <https://www.alberta.ca/highway-3-functional-planning-studies.aspx#jumplinks-1>

Transportation and Economic Corridors has the following additional comments and requirements with respect to this proposal:

1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information."

- (k) Alberta Environment and Protected Areas - Jeff Gutsell, Hydrogeologist. Comments received regarding the Phase 2 Groundwater Report prepared by Storm Engineering Inc. Dated March 20, 2013:

"I had a very quick review of the report and did not have any glaring concerns that arose.

Based on the report the consultant has stated the two criterion that are required in a Section 23 report, those being;

- 1) Sufficient volume on each parcel for the diversion of 1,250 cubic metre per year; and
- 2) The diversion of 1,250 cubic metres by each parcel will not interfere with any existing household users, licensee or traditional agricultural users that exist at the time of subdivision.

I do note in the Closure of the report the consultant states that the assessment is not a guarantee of a sustainable groundwater supply but rather a good probability.....

Given that the report averaged the flow rates of 5-6 of the depth increments to get an average for the quarter-section, one concern I would have would be that there would appear to be an increased likelihood of higher flow rates over some depth increments as opposed to others. This would be the risk for each applicant that drills a well, however, according to the report each depth increment has a flow rate in excess of the minimum required for a Household Right i.e. 3.42 m³/day. That said some depth increments have flow rate averages based solely on 2 wells, so that needs to be taken into account when assessing the reliability and validity of the results."

- (l) In reference to the above request, please be advised of ATCO Gas' response and notify the landowner of the following:

- ATCO Gas **CONDITIONALLY APPROVES** with the following comments:
We require the landowner to reach out to southlandadmin@atcogas.com to obtain a URW for the below reason:
 - ATCO Gas requires a Right of Way to ensure that gas servicing can be provided to the parcel(s) created within our franchise area.

In most cases ATCO Gas would prefer to deal with the landowner directly, however, if a survey company/consultant is handling this on your behalf and you would like us to coordinate with them, please let us know.

We would like the landowner to be aware that a consultant cannot negotiate the URW location or terms. If clarification or negotiation is required, the landowner can reach out directly to ATCO Gas at the email above and we will be happy to discuss the URW with you.

Please note the following:

- Obtaining a URW does take time so please contact us early to avoid delays.
- ATCO Gas will require 1 fully executed, original copy of the URW for our records.
- In cases where our gas lines are impacted, we prefer to register the URW's.

If ATCO Gas is registering the URW we will notify the MD/County once that has gone through

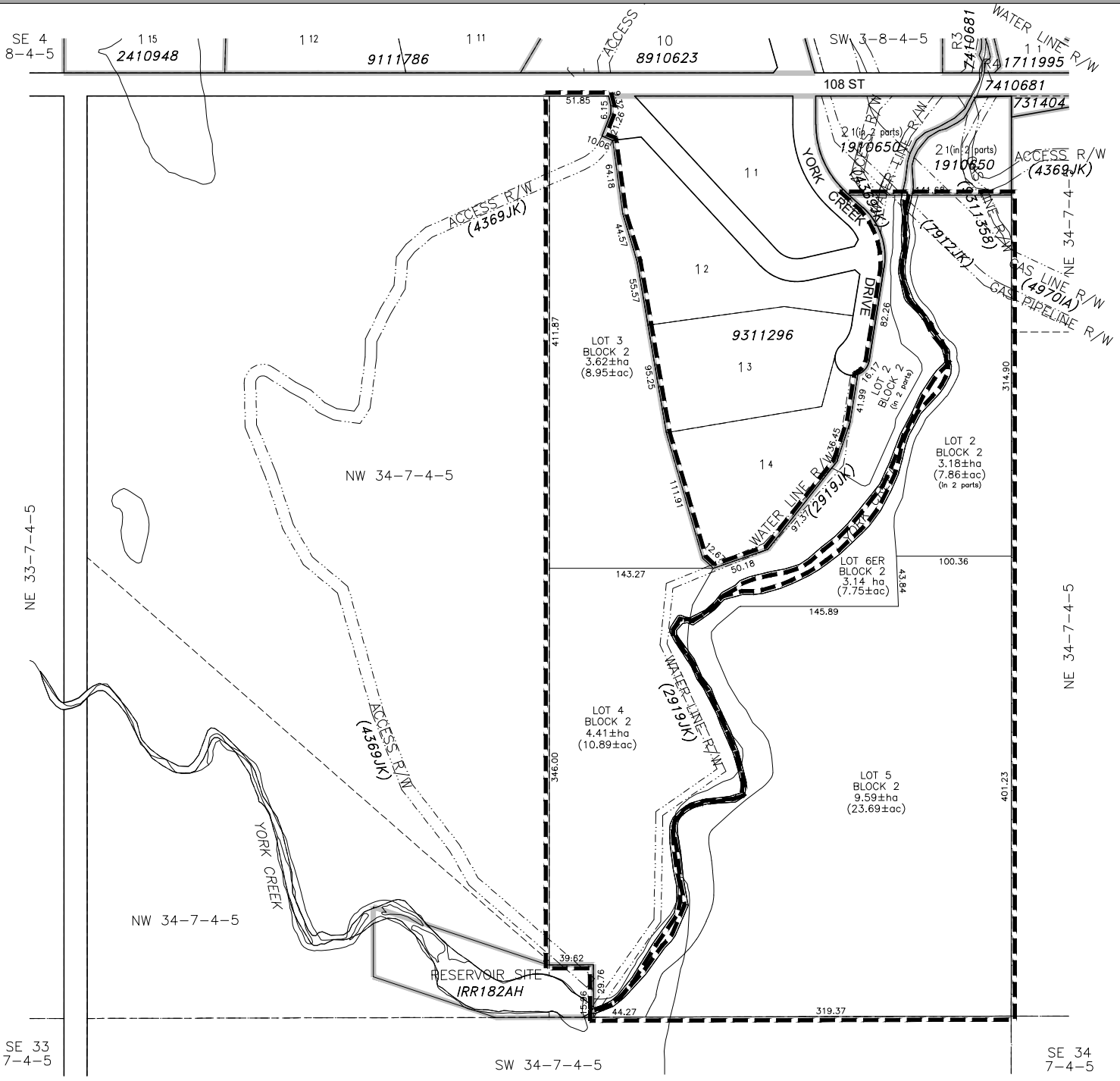
ATCO Gas would also like to make the MD/County and Landowner/Developer aware of the following:

- If conducting any ground disturbance on the subject property, the landowner/developer must ensure the location of all utilities by contacting Utility Safety Partners at 1-800-242-3447 or <https://utility-safety.ca/>
- For any ground disturbance within 30m of an existing gas line please contact Crossings@atcogas.com to obtain permission (submit locate slip as back up)
- ATCO Gas requires a minimum of 6 months' notice to design and construct a new gas line, or alter an existing gas line. New Service installations, pipeline alterations, and Main extensions will be performed at the landowner/developers expense.
- If the landowner requires a single gas service please visit <https://gas.atco.com/en-ca/products-services-rates/new-services-changes/new-natural-gas-line.html>

Any further questions please email southlandadmin@atco.com

(m) Comments submitted from TC Energy:

(See Attachment)



SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 11-11059TB

PORTION OF NW 1/4 SEC 34, TWP 7, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: JANUARY 28, 2025

FILE No: 2025-0-009





Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.b

Subject: Bylaw 1215, 2025 - Fees, Rates and Charges Bylaw - First Reading

Recommendation: That Council moves first reading of Bylaw 1215, 2025.

Executive Summary:

The Fees, Rates and Charges Bylaw is the Municipal document that identifies all general fees, rates and charges for the Municipality. The bylaw is reviewed annually and presented to Council. It gives Administration the legal authority to levy charges on individuals or businesses affected by the different sections of the bylaw. Fees, Rates and Charges Bylaw 1215, 2025 is being presented to Council for first reading.

Relevant Council Direction, Policy or Bylaws:

The Fees, Rates and Charges bylaw is reviewed annually by Administration and presented to Council for approval.

Discussion:

The Municipality, on an annual basis passes the Fees, Rate and Charges Bylaw, giving Administration the authority to levy fees on individuals and businesses affected by the different sections of the Bylaw. The schedules and information are aligned to coincide with the department the fees, rates and charges relate to. All fees, rates and charges go into effect upon passing of Bylaw 1215, 2025, with the exception of utility rates which are effective July 1, 2025.

The 2024 fees, rates and charges Bylaw 1181, 2024 was distributed to senior management to review and identify changes they wished to make. The attached proposed bylaw is the original bylaw with additions, changes and deletions to the original bylaw for purposes of identifying what has been changed. Most departments have made changes. As several departments made changes this year, in preparing the draft bylaw 1215, 2025, to make reading clearer the changes have been presented in red font.

Schedule A: Tourist Home in residential taxed property and Residentially taxed property operating as a

commercial business without residential occupancy. Current Property Assessment rate (highlighted in yellow) has not been updated. This will be updated between first and second reading, once the property tax rates as set for 2025.

Once Bylaw 1215, 2025 receives first reading, Administration will incorporate the changes and bring back a clean bylaw to the April 1, 2025 Council meeting for second and third reading, only highlighting any additional changes being proposed.

Analysis of Alternatives:

- Council can pass first reading.
- Council can request changes to the bylaw and Administration will bring back the changes at second reading.

Financial Impacts:

Subject to the changes being proposed additional revenue could be recognized.

Attachments:

[1215, 2025 - Fees, Rates, and Charges Bylaw.pdf](#)

[1181, 2024 - Fees, Rates, and Charges Bylaw.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1215, 2025
Fees, Rates and Charges Bylaw

BEING a Bylaw of the Municipality of the Crownsnest Pass, in the Province of Alberta, to identify general fees, rates and charges for Administrative Fees, Planning and Development Fees, Safety Codes Permit Fees, Protective Services Fees, Utility Rates, Community Services Fees and Pass Powderkeg Fees.

WHEREAS the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000 and any amendments thereto, Council may pass bylaws for Municipal purposes respecting services provided by the Municipality;

AND WHEREAS the Act provides for the establishment of fees, rates, and charges for those services;

NOW THEREFORE the Council of the Municipality of Crownsnest Pass, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. Short Title and General

- 1.1 This Bylaw may be cited as The Fees, Rates and Charges Bylaw. Where the terms of this Bylaw conflict with the provisions of any other Bylaw of the Municipality of Crownsnest Pass, this Bylaw shall prevail.
- 1.2 That the Fees, Rates and Charges as identified in the attached Schedule A, B, C, D, E, F, G and H represent the fees, rates, and charges applicable to general Municipal services provided by the Municipality of Crownsnest Pass.

2. Definitions

- 2.1 In this Bylaw:
 - (a) "Officer" shall mean any member of the Royal Canadian Mounted Police, a Community Peace Officer or a Bylaw Enforcement Officer or appointed pursuant to Bylaw 1056, 2020 as appointed by the resolution of Council;
 - (b) "Provincial Court" means the Provincial Court of Alberta;
 - (c) "Provincial Offences Procedure Act" shall mean the Provincial Offences Procedure Act, being Chapter P-34 of the Statutes of Alberta, 2000 as amended;
 - (d) "Violation Ticket" shall have the meaning ascribed to it in the Provincial Offences Procedure Act;
 - (e) "Emergency" shall mean an unexpected, unplanned situation that requires immediate attention.

3. Enforcement and penalty provisions

- 3.1 The Officer shall keep an up-to-date record of all complaints, notices, and reports and a similar record of the disposition, therefore.
- 3.2 The Officer may issue a violation ticket to any person alleged to have committed a breach of this bylaw which shall state the complaint and the specified penalty as described within this bylaw and the date, time, and place at which the defendant is to appear to answer the summons.
- 3.3 Where there is a specified penalty, fee or fine listed for an offence in Schedules A, B, C, D, E, F, G or H, to this Bylaw, that amount is the specified for the offence.
- 3.4 Voluntary payment of the violation ticket in accordance with terms of the violation ticket shall be accepted by the Municipality of Crowsnest Pass as a plea of guilty in accordance with Section 25 of the Provincial Offences Procedure Act.
- 3.5 A bylaw tag shall be deemed to be sufficiently served in any prosecution:
 - (a) If served personally on the accused;
 - (b) If mailed by registered post to the last known address of the accused person;
 - (c) If left at the accused's usual place of abode or with another resident thereof who appears to be at least 16 years of age;
 - (d) Where the accused is an association, partnership, or corporation, if mailed by registered post to the last known office address or registered office address or if left with a person who appears to be at least 16 years of age and is employed by or is an officer of the association, partnership or corporation.
- 3.6 This section shall not prevent any Officer from issuing a violation ticket requiring the court appearance of the defendant, pursuant to the provisions of the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34, or from laying an information instead of issuing a violation ticket.
- 3.7 Nothing in Sections 3.5(c) and 3.5(d) of this bylaw shall prevent any person or owner from defending a charge of committing a breach of this bylaw.
- 3.8 Any person or owner who commits a breach of any of the provisions of this bylaw shall be liable to the fines as set forth within this bylaw.

4. Severability

- 4.1 Each Section of the Bylaw shall be read and construed as being separate and severable from each other Section. Furthermore, should any Section or Part of this Bylaw be found to have been improperly enacted for any reason, that such Section or Part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

5. Effective date

- 5.1 That Bylaw No. 1215, 2025 comes into full force and effect upon the third and final reading thereof excluding the fees described in Schedule E.
- 5.2 That all fees described in Schedule E come into full force and effect on July 1, 2025.
- 5.3 That Bylaw No. 991, 2017, Bylaw 1022, 2019 and Bylaw No. 1045, 2020 be amended to include Bylaw No. 1215, 2025 Schedule “D”.
- 5.4 That Bylaw No. 560, 2001, Bylaw No. 561, 2001, Bylaw No. 863, 2013, be amended to include Bylaw No. 1215, 2025 Schedule “E”.
- 5.5 That Bylaw No. 1082, 2021 be amended to include Bylaw No. 1215, 2025 Schedule “F”.
- 5.6 That Bylaw No. 1181, 2024 and amendments thereto be repealed.

READ a **first** time in council this 11 day of March 2025.

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

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

Contents

Schedule “A” – Administrative Fee Schedule 6

- Business Licenses..... 6
- Municipal Documentation and Clerical Services..... 7
- Maps/Pins/Flags 7
- Community Handbook Advertising 7
- Taxation and Assessment..... 7
- Land Sales..... 8
- Administrative Surcharge and Service Contracts 8
- Rental/Lease Rates for Municipal Lands 8

Schedule “B” – Planning and Development Fee Schedule 9

Schedule “C” – Safety Codes Permit Fees..... 14

- Gas Permit Fees..... 14
- Plumbing and Private Sewage Disposal Systems Permit Fee 15
- Electrical Permit Fees – New Construction 16
- Building Permit Fees - the minimum permit fee in all cases shall be \$250.00 18
- Miscellaneous – All Safety Codes Discipline Permit Fees Except as Specified Below 20

Schedule “D” – Protective Services Fee Schedule 22

- Animal Control Fee Schedule – Bylaw 991, 2017 22
- Environmental Services Fee Schedule..... 22
- Community Standards Bylaw Fines and Penalties – Bylaw 1045, 2020 23
- Cannabis Consumption – Bylaw 1022, 2019 23
- Fire Extinguisher Services..... 24
- Fire Rescue Service Fees..... 24
- Fire Prevention 24
- Permits 24
- Open Burning 24
- Public Education Training..... 24
- False Alarms (Related to Malfunctioning Fire Safety Installation or Other Safety Device) 24
- Emergency Response 25
- Fire Apparatus Response Rates..... 25

Schedule “E” – Utility Rate Schedule 26

- Water, Wastewater, Solid Waste and Recycling Tariffs 26

Schedule “F” – Operations Fee Schedule.....	29
Ad Hoc Service Charges/Fees and Fines to be Invoiced as Incurred.....	29
Cemetery Fees.....	30
Administrative Surcharge and Service Contracts.....	31
Transportation and Operations.....	322
Schedule “G” – Community Services Fee Schedule.....	333
Sports Complex Ice Arena.....	323
Complex Dry Floor & MDM Gym.....	323
Crownsnest Community Hall & Complex Lounge.....	324
MDM Kitchen / Complex Kitchen.....	324
MDM/Complex Meeting Room #11 & Stage.....	324
Complex Concession (if not under a lease agreement).....	325
Additional.....	325
Advertising.....	325
Equipment Rental.....	325
Memorial Bench Program.....	326
Soccer Fields.....	326
Ball Diamonds.....	326
Schedule “H” – Pass Powderkeg & Crownsnest Pass Community Pool Fee Schedule.....	37

Schedule “A” – Administrative Fee Schedule

Business Licenses	
General – Local Business (including Tourist Home in a commercial property)	\$125.00 per annum
General – Local Business – Alberta Southwest Regional Alliance (as an addition to the General – Local Business fee)	\$80.00 per annum
General - Non-Resident Business	\$360.00 per annum
Home Occupation – Category 1	\$125.00 per annum
Home Occupation – Category 2	\$250.00 per annum
Short-Term Rental/Bed & Breakfast	\$500.00 per annum
<ul style="list-style-type: none"> Tourist Home in residential taxed property (for Tourist Home in commercial property – see General – Local Business). Residentially taxed property operating as a commercial business without residential occupancy. 	Current property assessment x 0.00646
Non-payment penalty after Jan 31	0%
Operating or advertising a business without a license - First offence	Double License fee
Operating or advertising a business without a license- Subsequent Offences	Double previous fine up to \$10,000.00
Transfer of License	\$25.00
Replacement of License Certificate	\$25.00
<p>The above Business License Fees are due and payable by January 31st of each year. The fee payable for those Business License issued between the 1st day of January and the 30th day of September shall be the license fee for the full year and for those issued after September 30th the Business License fee shall be one half (1/2) of the license fee for the full year.</p> <p>Special trades that are not available or represented by the community and hired by the Municipality as a contractor may be exempt from a business license for a one-time job</p>	
Day Rate (maximum 2 consecutive days) – Resident	\$50.00 per day
Day Rate (maximum 3 consecutive days) – Non-Resident	\$100.00 per day
Hawkers/Peddlers/Mobile Vendors/Pushcart Vendors – Resident	\$125.00
Hawkers/Peddlers/Mobile Vendors/Pushcart Vendors – Non-Resident	\$375.00
Craft Sales and Garage Sales (maximum of 4 per year with a duration of 2 consecutive days per event)	Exempt

Municipal Documentation and Clerical Services	
<i>Cash Receipting</i>	
Returned Cheque, AFT and EFT	\$35.00
<i>Freedom of Information and Protection of Privacy (FOIP) Act</i>	
Freedom of Information and Protection of Privacy Fees & Charges	As per the current Freedom of Information and Protection of Privacy Act, AR 186/2008
Electronic Recording of Council Meeting	\$25.00
<i>Photocopying/Faxing</i>	
Photocopy/Printing (single sheet)	\$0.60
Fax (minimum - cover sheet & 1st page)	\$2.50
Fax (second and subsequent sheets)	\$0.60
<i>Maps/Pins/Flags</i>	
Maps - Ownership	\$12.00
Maps - Municipal Road Map	\$5.00
Municipal Flag	\$140.00
Alberta Flag	\$80.00
Canada Flag	\$60.00
Municipal Pin (Metal)	\$2.50

Community Handbook Advertising		
	Not-For Profit	For-Profit
Back Cover	\$1,000.00	\$2,000.00
Full Page	\$400.00	\$800.00
½ page ad	\$200.00	\$400.00
¼ page ad	\$100.00	\$200.00
Business Card	\$75.00	\$150.00
Multiple Pages 6+	\$175.00/page	N/A

Taxation and Assessment	
Tax Certificates	\$30.00
Tax Searches	\$20.00
Assessment Appeal fee - properties with residential mill rates	\$50.00 - GST exempt
Assessment Appeal fee non-residential assessed value up to \$999,999	\$150.00 - GST exempt
Assessment Appeal fee non-residential assessed value over \$1,000,000	\$250.00 - GST exempt
Notifications - Land Titles	\$25.00 - GST exempt

Land Sales	
Land Sale Application Fee	\$250.00 (non-refundable)
Land Sale Price	Subject to individual lot sold

Administrative Surcharge and Service Contracts	
An administrative surcharge will be levied when the Municipality invoices for service performed by staff or a contractor. Excludes wage reimbursements from third parties such as WCB and Union.	15% of contract/invoice

Rental/Lease Rates for Municipal Lands	
Pasture Rates	\$1.00 per day per animal unit (minimum of 2) plus applicable taxes on land
Serviced Residential Lot Rental	\$200.00 per month per residential site plus applicable taxes on land

Schedule “B” – Planning and Development Fee Schedule Development Permit Fees and Penalties

Fee Schedule (Note: some uses / developments may be exempted from the requirement to obtain a development permit – inquire with a Development Officer)	Fee
Base Fee – All Development Permits (per application)	\$75.00
Additional Fee for Permitted Buildings and Uses	
Accessory Buildings and Uses , including sign, shed, garage, shipping container, exploratory excavation / filling, private utility, stockpiling, and any other buildings and uses that the Development Officer determines to be a permitted “Accessory Building or Use” as defined in the Land Use Bylaw (Note: a secondary suite is not an accessory use, even though it may be located in an accessory building).	+\$25.00
All other permitted buildings and uses , including secondary suite, temporary development permit and demolition that is part of the new development proposed in the DP	+\$175.00
Variance for a permitted building and use Decision by the Development Officer	+\$100.00
Decision by the Municipal Planning Commission	+\$200.00
Additional Fee for Discretionary Buildings and Uses	
Accessory Buildings and Uses , including sign, shed, garage, shipping container, private utility, and any other buildings and uses that the Development Officer determines to be a discretionary “Accessory Building or Use” as defined in the Land Use Bylaw (Note: a secondary suite is not an accessory use, even though it may be located in an accessory building).	+\$200.00
All other discretionary buildings and uses , including Secondary Suite, Home Occupation Class 2, Tourist Home, Short-Term Rental/Bed & Breakfast, including secondary suite, temporary development permit and demolition that is part of the new development proposed in the DP	+\$375.00
Variance for a discretionary building and use	+\$0.00
Additional Fee for Demolition that is not part of a new construction project	+\$25.00
Revision of an Issued Development Permit for reasons other than clerical corrections	50% of the original regular fee provided that the revision is made prior to the expiry date of the original DP. A revision made after the expiry date shall require a new full application fee.
Extension of the Validity of an Issued Development Permit	35% of the original regular fee provided that the extension request is made prior to the expiry date. An extension request made after the expiry date shall require a new full application fee.

<p>Penalty Fee for Starting a Use or Development Without the Benefit of or Contrary to a Development Permit</p> <p>Where a development permit application review identifies that:</p> <ul style="list-style-type: none"> (a) a development or use (including a change of use) has commenced prior to a development permit being applied for, or (b) a development has been undertaken in contravention of or contrary to a site plan, including a variance to the established minimum standards, that was approved as part of a previous development permit or a condition of that development permit, and / or in contravention of or contrary to the development standards established in the Land Use Bylaw, <p>the penalty fee shall be five times (5x) the total amount listed in this schedule including all fees applicable, including the base fee, variance fee, or development type specific fee(s), and is a penalty fee in addition to the regular fee.</p>	<p>Penalty fee shall be five times the regular fee and shall be a penalty fee in addition to the regular fee (e.g. \$100 regular fee plus a 5x penalty fee of \$500 = \$600 total fee)</p>
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NOTES

- (a) Upon review of the application the Development Officer will determine the full application fee and advise the applicant of the same prior to the expiry of the 20-day review period pursuant to the Municipal Government Act. A development permit application shall be deemed to be incomplete and shall not be processed until the full application fee is paid or arrangements have been made with the Development Officer for payment prior to the issuance of the development permit.
- (b) Development Permit application fees are non-refundable.
- (c) Whenever an application is received for a building or use for which a fee is not listed in this schedule, the amount of the fee shall be determined by the Development Officer and shall be consistent with those fees listed herein for similar developments.
- (d) Pursuant to the Land Use Bylaw, the Development Officer may require an application for a Permitted Use be brought before the Municipal Planning Commission for reasons other than the issuance of a variance, in which case the application fee shall continue to be determined as a Permitted use.
- (e) Some developments and uses are exempt from the requirement to obtain a development permit as per the Land Use Bylaw – inquire with a Development Officer.

Other Planning and Development Fees

Description	Fee
Application for Area Structure Plan or Outline Plan (not including 3 rd party review)	\$3,000.00
Third-Party Professional Review (all technical studies submitted in support of an area structure plan, subdivision or major development will be reviewed by the municipality's approved professional as applicable, e.g., engineer, biologist, lawyer, etc.)	Industry standard hourly rates + 10%
Internal professional review by municipal employees holding a professional designation, e.g., P.Eng. or RPP (Registered Professional Planner)	\$150.00 per hour per professional designation determined to be applicable (complex applications may be charged a flat rate as may be deemed applicable depending on the complexity of an application)
Application for Land Use Bylaw Amendment	
LUB Text Amendments/Re-zoning/Map amendment(s)	\$850.00
Application for Statutory Plan Amendment (MDP, ASP)	\$850.00
Compliance Letter New Revision (within 6 months)	\$100.00 \$25.00
Occupancy and Completion Certificate relative to new construction, relocation, partial demolition, alteration, or a change in occupancy classification <ul style="list-style-type: none"> • Applied for prior to taking occupancy • Applied for after having taken occupancy Application for Encroachment Agreement (for preparation of the agreement and for Third Party Encroachment Applications prepared and registered by applicant's lawyer)	No charge \$500.00 penalty \$100.00
Encroachment Agreement Fee <ul style="list-style-type: none"> • When the agreement is registered to Land Titles by the applicant's lawyer • When the agreement is registered to Land Titles by the Municipality 	\$100.00 \$200.00
Encroachment Agreement Annual Lease Fee, the amount which shall be based on the nature, condition, extent and expected duration of the encroaching improvement, and in the sole discretion of the Chief Administrative Officer or their designate: <ul style="list-style-type: none"> • Minor encroachment (e.g. fence, fence post, moveable shed) • Major encroachment established prior to December 31, 2990 (e.g. residence, garage, including eaves) • Major encroachment established after December 31, 1990 (e.g. residence, garage, including eaves) 	\$50.00 to \$300.00 annually \$100.00 annually \$300.00 to \$750.00 annually
Development Agreement (not including 3 rd party professional review)	\$1,500.00

Road Closure / Lane Closure / Municipal Reserve Closure (Does not include LUB amendment fee, or survey costs. Applicant is charged survey costs + 10% where municipality directly pays for survey)	\$1,000.00
<ul style="list-style-type: none"> Request to convene a special meeting of the Municipal Planning Commission 	\$600.00
Appeal to Subdivision and Development Appeal Board	\$400.00
<ul style="list-style-type: none"> Subdivision 	Contact ORRSC
Certificate of Local Authority (Condominium) fee	\$40.00 per unit created
Historic Resource Designation	\$0.00
Discharge or Postponement of Caveat (each discharge whether partial or full)	\$75.00
Title or Registered Document (per document)	\$25.00
Mobile Vending Permit	\$200.00
Civic Addressing	\$0.00 per address
<p>Fines that may be issued by the Community Peace Officer / Bylaw Enforcement Officer upon request by the Development Officer for offences, including a contravention of the Land Use Bylaw, or for non-compliance with a Development Permit or the conditions of a Development Permit, a Stop Order, a decision by the SDAB or a decision by the Court of King's bench (Penalties and Fines in the Land Use Bylaw and relevant sections of the Municipal Government Act).</p> <p>A person who is fined for a contravention or non-compliance may pay the fine to avoid prosecution.</p> <p>A fine that is not paid is an amount owing to the Municipality.</p>	<ul style="list-style-type: none"> \$250.00 for contravening any provision of the Land Use Bylaw or a DP or a condition of a DP. \$500.00 for the first citation of non-compliance with or contravention of a Stop Order deadline or SDAB decision deadline or Court of King's bench decision deadline. \$1,000.00 per second and subsequent citations for every week that the non-compliance or contravention continues after the expiry of a Stop Order deadline or SDAB decision deadline or a Court of King's bench decision deadline... <p>Maximum fine for each offence - \$10,000.00 or imprisonment for not more than one year, or both.</p>
<p>Fines issued by the Community Peace Officer / Bylaw Enforcement Officer upon request by the Development Officer for contravening or not complying with an Order to Address an Emergency or an Order to Remedy Dangers or Unsightly Property.</p>	<p>Minimum fine - \$300.00 Maximum fine - \$10,000.00 or imprisonment for not more than one year, or both.</p>

Performance Security Deposits

Deposit Required (refundable):

To cover for possible damage to municipal infrastructure in connection with construction activity, the relocation of a building or demolition; and / or

To encourage completion of development permit conditions and compliance with associated deadlines, the Development Authority shall add a condition for a performance security deposit for the types of development permits listed in the Table below, and the development permit shall not be issued (released) and shall be of no effect until the security deposit has been paid. The performance security deposit is refundable upon completion of the condition / compliance with a deadline to the Development Officer’s reasonable satisfaction.

Forfeiture of Security Deposit:

Under the circumstances described in the Table below, the performance security deposit shall be forfeited to the Municipality as a penalty for non-completion / non-compliance by the landowner / applicant, and unless stated below, the Municipality shall not have an obligation to apply the forfeited amount towards achieving completion / compliance.

Relocation of a building or other construction activity	\$5,000, which shall be forfeited and applied towards the actual cost of repairs in the event that there is damage to municipal infrastructure, the balance for which the landowner shall be invoiced.
Building Demolition or other construction activity (when related to the use of heavy equipment on residential streets)	Up to \$20,000 dependent on the scope of the project, which shall be forfeited and applied towards the actual cost of repairs in the event that there is damage to municipal infrastructure, the balance for which the landowner shall be invoiced.
Accessory Building prior to Principal Building	\$5,000, which shall be forfeited as a penalty if the Principal Building construction is not completed within three (3) years from the date of the Accessory Building Development Permit issuance.
Development Permit Conditions, Development Completion, Deadline Compliance, Temporary Development Permit, and “Other”, at the discretion of the Development Authority	Up to \$50,000, which shall be forfeited as a penalty when conditions are not satisfied or development is not completed or deadlines are not met.

Schedule “C” – Safety Codes Permit Fees

Gas Permit Fees

PLEASE NOTE: A gas permit for Multi-Family Residential** and for Non-Residential work can only be applied for by a journeyman plumber.

** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.

Single-Family Residential**, including Accessory Building, and Appliance Replacement		
Number of Outlets	Permit Fee	SCC Levy
1-5	\$190.00	\$7.60
6-10	\$250.00	\$10.00
11-15	\$310.00	\$12.40
16-20	\$375.00	\$15.00
21-25	\$410.00	\$16.40
Over 25 - \$410.00 + \$10 per additional Outlet over 25, plus SCC Levy		

Multi-Family Residential** and Non-Residential, including Accessory Building, and Appliance Replacement		
Number of BTUs	Permit Fee	SCC Levy
0 to 100,000	\$130.00	\$5.20
100,001 to 200,000	\$165.00	\$6.60
200,001 to 400,000	\$205.00	\$8.20
400,001 to 1,000,000	\$335.00	\$13.40
1,000,000 to 2,000,000	\$385.00	\$15.40
Over 2,000,000 - \$385.00 plus \$7.00 per additional 100,000 BTUs (or portion of), plus SCC Levy		

Miscellaneous Gas Fees		
Description	Permit Fee	SCC Levy
Temporary Service / Heat	\$160.00	\$6.40
Service Connection or Re-connection	\$160.00	\$6.40
Alteration of Gas Line	\$160.00	\$6.40
Air Test	\$160.00	\$6.40
Annual Permit – contractor or institution only	\$500.00	\$20.00
Propane cylinder refill center / station	\$285.00	\$11.40
Propane tank set (excluding connections to appliances)	\$160.00	\$6.40
Propane tank set (including connections to appliances)	\$160.00 plus \$15.00 per appliance connection	\$6.40 plus \$0.60 per appliance connection

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum SCC Levy of \$4.50 and a maximum SCC Levy of \$560.00.

Plumbing and Private Sewage Disposal Systems Permit Fee

PLEASE NOTE: A plumbing and PSDS permit for Multi-Family Residential** and for Non-Residential work can only be applied for by a journeyman plumber.

** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.

Plumbing Permit Fees - All Building Types (all Residential, Non-Residential, and Accessory Buildings) Including Ready-to-Move (RTM), Modular Home, Moved-In Dwelling, or Moved-In Building on a Basement or Crawlspace (but not on blocks or piles)		
Number of Fixtures / Drops	Permit Fee	SCC Levy
1-5	\$165.00	\$6.60
6-10	\$215.00	\$8.60
11-20	\$290.00	\$11.60
Over 20 - \$290.00 plus \$5.00 per additional fixture plus SCC Levy		
Service Connection or Reconnection	\$165.00	\$6.60
Annual Permit (Institutions)	\$500.00	\$20.00

Plumbing Permit Fees – Ready-to-Move (RTM), Modular Home, Moved-In Dwelling or Moved-In Building on blocks or piles (but no Basement or Crawlspace)		
Description	Permit Fee	SCC Levy
Ready-to-Move (RTM), Modular Home, Moved-In Dwelling or Moved-In Building on blocks or piles	\$165.00	\$6.60

Private Sewage Disposal System Fees		
Description	Permit Fee	SCC Levy
Field Mound Open Discharge Treatment Plant Lagoon	\$500.00	\$20.00
Septic Tank / Holding Tank – per each tank in addition to the fee for field, mound, and open discharge	\$300.00	\$12.00

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum SCC Levy of \$4.50 and a maximum SCC Levy of \$560.00.

Electrical Permit Fees

PLEASE NOTE: An electrical permit may only be issued to either a Master Electrician within their scope of certification or to an owner who resides or intends to reside in a single-family residential dwelling where the electrical system serves that dwelling.

**** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.**

Homeowner’s Electrical Permit: A homeowner can only apply for a Homeowner’s Electrical Permit for the Single-Family Residence that they own and reside in or intend to reside in – i.e. they cannot apply for a permit for a property that they own but which is occupied by a tenant – an electrical contractor must apply for the permit. A homeowner who renovates properties for resale while not residing in that house, also cannot apply for a Homeowner’s Electrical Permit – it must be a contractor.

For permit fee calculation, use the table below first – if not applicable, use the second table below.

Electrical – Miscellaneous – All Residential and Non-Residential, including Addition, Renovation, Accessory Building, Minor Work, Basement		
Description	Permit Fee	SCC Levy
Service Connection or Reconnection [hot tub, A/C unit, Ready-to-Move Dwelling (RTM), Modular Home, Moved-In Dwelling, Moved-In Building]	\$160.00	\$6.40
Panel or Service Upgrade	\$160.00	\$6.40
Temporary Service / Power	\$160.00	\$6.40
Underground Power	\$160.00	\$6.40
Sign – Electrical Connection	\$160.00	\$6.40
Annual Permit (Contractor or Institution)	\$500.00	\$20.00
Alternative Energy Connection (roof mounted solar panel)	Up to 1,000 Watt - \$225.00	\$9.00
	Over 1,000 Watt - \$0.83 per 1,000 W	4% of permit fee

For permit fee calculation, use the previous table above first – if not applicable, use the second table below.

For a project valued at \$10,000 or more, plans are required for a complete application.

Project Cost for a Homeowner’s Electrical Permit - to determine the project cost / value for a Homeowner’s Electrical Permit, use this calculation formula: Project Value = Cost of Materials Estimated by Homeowner x 2.

** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.

Value of Materials and Labour	Single-Family** Residential (including Addition and Accessory Building)	SCC Levy	Multi-Family Residential** and Non-Residential (including Addition and Accessory Building)	SCC Levy
0-1,000	\$140.00	\$5.60	\$175.00	\$7.00
1,001-2,500	\$170.00	\$6.80	\$215.00	\$8.60
2,501-5,000	\$225.00	\$9.00	\$285.00	\$11.40
5,001-10,000	\$310.00	\$12.40	\$390.00	\$15.60
10,001-15,000	\$385.00	\$15.40	\$485.00	\$19.40
15,001-20,000	\$455.00	\$18.20	\$570.00	\$22.80
20,001-30,000	\$580.00	\$23.20	\$725.00	\$29.00
30,001-40,000	\$715.00	\$28.60	\$895.00	\$35.80
40,001-50,000	\$845.00	\$33.80	\$1,060.00	\$42.40
50,001-75,000	\$1,000.00	\$40.00	\$1,250.00	\$50.00
75,001-100,000	\$1,155.00	\$46.20	\$1,445.00	\$57.80
100,001-125,000	\$1,290.00	\$51.60	\$1,615.00	\$64.60
125,001-150,000	\$1,425.00	\$57.00	\$1,785.00	\$71.40
150,001-200,000	\$1,700.00	\$68.00	\$2,125.00	\$85.00
200,001-250,000	\$1,835.00	\$73.40	\$2,295.00	\$91.80
250,001-300,000	\$1,995.00	\$79.80	\$2,495.00	\$99.80
300,001-400,000	\$2,315.00	\$92.60	\$2,895.00	\$115.80
400,001-500,000	\$2,610.00	\$104.40	\$3,266.00	\$130.64
Over 500,000	\$2,610.00 + \$5 / additional \$1,000 + SCC Levy		\$3,266.00 + \$6.25 / additional \$1,000 + SCC Levy	

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum SCC Levy of \$4.50 and a maximum SCC Levy of \$560.00.

Building Permit Fees

Residential and Non-Residential Buildings, including Accessory Building	
Description	Permit Fee plus SCC Levy
<p>Note Minimum Fee: when the fee calculation based on square footage or on construction value* is less than \$250, the minimum fee shall be \$250.</p>	
<p>Single-Family Residential (** “Multi-Family” starts at Duplex and Semi-detached Dwelling)</p> <ul style="list-style-type: none"> New Construction [excluding Ready-to-Move (RTM), Modular Home, Moved-in Dwelling, Moved-in Building] 	\$6.50 per \$1,000 of project value* plus SCC Levy
<p>Single-Family Residential (** “Multi-Family” starts at Duplex and Semi-detached Dwelling)</p> <ul style="list-style-type: none"> Ready-to-Move (RTM), Modular Home, Moved-In Dwelling, Moved-In Building - no basement or crawlspace – on pilings or blocks. 	\$0.40 per square foot plus SCC Levy
<p>Single-Family Residential (** “Multi-Family” starts at Duplex and Semi-detached Dwelling)</p> <ul style="list-style-type: none"> Ready-to-Move (RTM), Modular Home, Moved-In Dwelling, Moved-In Building – placed on a basement or crawlspace. 	\$0.45 per square foot plus SCC Levy
<p>Multi-Family Residential (** “Multi-Family” starts at Duplex and Semi-detached Dwelling)</p> <p>and</p> <p>Non-Residential:</p> <ul style="list-style-type: none"> Public Institution Commercial Industrial Change of Occupancy 	\$7.00 per \$1000 of project value* plus SCC Levy
<p>Accessory Building 108 ft² (10m²) or larger – Residential and Non-Residential (e.g. Shop, Garage, Storage Building)</p>	\$6.50 per \$1,000 of project value* plus SCC Levy
<p>Geothermal Heating</p>	\$8.50 per \$1,000 of project value* for the geothermal system only, plus SCC Levy
<p>Addition – all building types</p> <p>Interior Alteration – all building types</p> <p>Interior Renovation – all building types</p> <p>Secondary Suite</p>	\$0.40 per square foot plus SCC Levy

Building Permit Fees – Miscellaneous - All Residential (including Accessory Building) and Non-Residential (including Accessory Building)	
Description	Permit Fee plus SCC Levy
Wood Burning Stove / Solid Fuel Appliance Hot Tub / Swimming Pool Demolition Temporary Structure	\$225.00 plus SCC Levy
Deck Retaining Wall	\$150.00 plus SCC Levy
Hydronic Heating	Residential: \$150.00 plus SCC Levy Non-Residential: \$250.00 plus SCC Levy
Fire Alarm/Sprinkler System/Fire Suppression System	\$350.00 plus SCC Levy
For Geothermal Heating installation, see the previous table.	

* Project Value / Construction Value shall be determined by the Alberta Safety Codes Authority’s “Value Calculator”.

** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum SCC Levy of \$4.50 and a maximum SCC Levy of \$560.00

Miscellaneous – All Safety Codes Discipline Permit Fees (except as specified below)		
Description	Discipline	Fee plus SCC Levy, or Penalty Amount
Penalty Fee for Work Commenced Prior to Permit Issuance	All	<p>First Offence – A penalty fee that is double the regular Permit Fee (or a minimum of \$250) for the work started without a permit, and further, double the regular Permit Fee for all additional permits required for the project. The penalty fee is in addition to the regular fee, but the SCC Levy is calculated only on the regular fee.</p> <p>Example: \$100.00 regular fee + \$4.00 SCC Levy + minimum penalty fee of \$250.00 = \$354.00.</p> <p>Example: \$600.00 regular fee plus \$24.00 SCC Levy + double penalty fee of \$1,200.00 = \$1,824.00.</p> <p>Subsequent Offences – Triple the regular permit fee as above, with the SCC Levy calculated on the regular fee only.</p> <p>The penalty fee is calculated on the regular Permit Fee EXCLUDING the SCC Levy.</p>
Extra Inspection (Requested / No Access / Work Not Ready)	All	\$125.00 per hour (minimum of 2 hours) plus SCC Levy
Penalty Fee for Occupying a building prior to a final inspection by a Safety Codes Officer	All	<p>First occurrence: \$400.00</p> <p>Second and each subsequent occurrence: \$1,000.00 (for the same owner, contractor or agent in the same calendar year)</p> <p>The SCC Levy is not charged on a penalty fee.</p>
Occupancy and Compliance Certificate – see Schedule B Other Planning & Development Fees		
Penalty Fee for Continuing to work after a stop work order notice is posted	All	<p>First occurrence: \$500.00</p> <p>Second and each subsequent occurrence: \$1,000.00 (for the same owner, contractor or agent in the same calendar year)</p> <p>The SCC Levy is not charged on a penalty fee.</p>
Renewal / Extension of Permit	Gas, Plumbing, Electrical, PSDS	<p>Renewal / Extension request received prior to the permit expiry date:</p> <ul style="list-style-type: none"> For each one-year extension, the fee is one quarter of the original permit fee, with a minimum of \$100.00, plus the SCC Levy.

Renewal / Extension of Permit	Building Only	<p>Renewal / Extension request received prior to the permit expiry date:</p> <ul style="list-style-type: none"> • BP fees (except Miscellaneous – see second bullet for Miscellaneous) - for each one-year extension, the fee is one quarter of the original permit fee, with a minimum of \$250.00, plus the SCC Levy. • Miscellaneous BP fees - for each one-year extension, the fee is the same as the original permit fee, plus the SCC Levy.
Amended Plans Review or Scope Change / Document Re-Examination	All	<p>Residential: \$125.00 per hour (minimum of 2 hours) plus the SCC Levy; Non-Residential: \$250.00 per hour (minimum of 2 hours) plus the SCC Levy</p>
Refund of Permit Fee	All	<p>As per the Safety Codes Permit Bylaw a Permit Issuer or Safety Codes Officer may authorize a refund of the permit fee minus 50% which shall be retained by the Municipality, subject to a minimum of \$100.00 and a maximum of \$1,000.00 being retained, and further subject to the permit being cancelled before work has started.</p> <p>The Safety Codes Council Levy portion of the fee is non-refundable.</p> <p>If the permit has been revoked, expired, work has commenced or an extension has been granted, no refund will be made.</p>
Variance Application Review	All	\$125.00 per hour (minimum of two hours) plus the SCC Levy.

Schedule “D” – Protective Services Fee Schedule

Community Standards Bylaw Fines and Penalties (Bylaw 1009, 2018) has been removed from this bylaw.
Cannabis Consumption bylaw (Bylaw No. 1022, 2019) has been removed from this bylaw.

Animal Control Fee Schedule – Bylaw 991, 2017	
Description	Fee
Annual dog license (tag) - spayed or neutered	\$25.00
Annual dog license (tag) - not spayed or neutered	\$50.00
Three-year dog license (tag) - spayed or neutered	\$60.00
Three-year dog license (tag) - not spayed or neutered	\$120.00
Lifetime dog license (tag) - spayed or neutered	\$100.00
Lifetime dog license (tag) - not spayed or neutered	\$200.00
Lifetime cat license (tag)	\$25.00
Replacement Tag	\$5.00
Annual residential kennel license - 3 dogs	\$40.00
Annual vicious animal license	\$1,500.00
Vicious animal sign	\$10.00
Seeing Eye Dog or Working Dog owned for the purpose of assisting disabled person	Exempt
Impoundment Fee	\$15.00
Veterinarian Costs	As Incurred
Care and Sustenance per day	\$10.00 per day
Trap Deposit (possession, maximum of seven days)	\$100.00
Trap Rental (possession, maximum of seven days)	\$10.00 per trap

Environmental Services Fee Schedule	
Description	Fee
Backpack Herbicide Sprayer Deposit (possession maximum 7 days)	\$100.00
Backpack Herbicide Sprayer Rental (no product, possession maximum 7 days)	\$10.00
Backpack Herbicide Sprayer Rental + 10L Mixed Dicamba, 2,4-D Product	\$20.00
Herbicide Refill of 10L Mixed Dicamba, 2,4-D Product	\$10.00

Community Standards – Bylaw 1045, 2020		
Description	Specified Penalty	2nd and Subsequent
Improper or inadequate addressing	\$150.00	\$300.00
Nuisance on property	\$300.00	\$600.00
Failure to keep property in a reasonable state of repair	\$300.00	\$600.00
Unauthorized disposal at charity collection site	\$250.00	\$500.00
Scavenging from a charity collection	\$100.00	\$200.00
Make prohibited noise	\$250.00	\$500.00
Prohibited water flow	\$250.00	\$500.00
Prohibited outdoor lighting	\$250.00	\$500.00
Distributing placards and posters improperly	\$100.00	\$200.00
Prohibited use of compost site	\$300.00	\$600.00
Improper placement of compost site	\$250.00	\$500.00
Improper outdoor storage of building materials	\$250.00	\$500.00
Improper recreational vehicle parking/storage	\$250.00	\$500.00
Graffiti	\$300.00	\$600.00
Failure to remove graffiti	\$250.00	\$500.00
Improper blocking of unoccupied building	\$1,000.00	\$2,000.00
Failure to clear walks and driveway	\$250.00	\$500.00
Failure to properly secure appliances	\$500.00	\$1000.00
Improper storage of appliances	\$250.00	\$500.00
Litter	\$250.00	\$500.00
Failure to secure/reduce wildlife attractants	\$250.00	\$1,000.00
Panhandling	\$150.00	\$300.00
Fighting or public disturbance	\$250.00	\$500.00
Spitting/human waste	\$300.00	\$600.00
Refusing to allow lawful inspection of Peace Officer	\$500.00	\$1,000.00

Cannabis Consumption – Bylaw 1022, 2019		
<i>Municipal Tag</i>		
Offense	Section	Fine
Smoke or vape cannabis in public place	4	\$100.00
Owner/Operator permit a person to smoke or vape in public place	5	\$200.00
Failure to produce medical document	6.2	\$100.00
<i>Violation Ticket</i>		
Offense	Section	Fine
Smoke or vape cannabis in public place	4	\$250.00
Owner/Operator permit a person to smoke or vape in public place	5	\$350.00
Failure to produce medical document	6.2	\$250.00

Fire Extinguisher Services					
Size	<u>Annual</u>	<u>Recharge</u>	<u>6 Year Maintenance</u>	<u>Hydro Test</u>	<u>New</u>
2.5 lb.	\$ 13.30	\$ 26.60	\$ 30.60	\$ 50.50	\$ 59.90
5 lb.	\$ 13.30	\$ 38.60	\$ 42.60	\$ 69.20	\$ 86.50
10 lb.	\$ 13.30	\$ 54.50	\$ 59.90	\$ 86.50	\$ 126.40
20 lb.	\$ 18.60	\$ 90.40	\$ 99.80	\$ 126.40	\$ 199.50
30 lb.	\$ 18.60	\$ 113.00	\$ 126.40	\$ 166.30	N/A

	<u>Extinguisher Covers</u>	<u>Wall Mount Brackets</u>	<u>Vehicle Mount Brackets</u>	<u>Pull Pins</u>	<u>Gauges</u>
5 lb.	\$ 19.00	\$ 3.00	\$ 50.00	\$ 2.00 (all sizes)	\$ 15.00 (all sizes)
10 lb.	\$ 22.00	\$ 4.00	\$ 62.00		
20 lb.	\$ 25.00	\$ 6.00	\$ 135.00		

Fire Rescue Service Fees

Fire Prevention	
Annual Code Compliance Inspection	No Charge
1 st Non-Compliance Re-Inspection	No Charge
2 nd Non-Compliance Re-Inspection	\$150.00
3 rd Non-Compliance Re-Inspection	\$300.00
Home Safety Inspections/Smoke Alarms	No Charge
Occupancy Load Certificates	\$50.00
Fire Investigation (per hour OR part thereof plus expenses and third-party costs)	\$100.00/hour

Permits	
Fire Permit	No Charge
Fireworks Permit-Consumer	No Charge
Fireworks Permit-Display	\$150.00

Open Burning	
Residential Fire Pits – No Permit Required	No Charge

Public Education Training	
Fire Extinguisher Training – Per Person, Minimum Charge of \$150.00	\$25.00
Fire Drills	No Charge

False Alarms (Related to Malfunctioning Fire Safety Installation or Other Safety Device)	
1 st Response	No Charge
2 nd Response	No Charge
3 rd Response	\$150.00/calendar year
4 th and Subsequent Response	\$300.00/calendar year

Emergency Response	
Structure Fire (Insured Loss) – Per Hour to a Maximum of \$ 10,000 plus cost of materials and Third-Party Costs	1 st 2 Hours – No Charge After 2 Hours - \$650.00/hour
Motor Vehicle Collision Response (Insured Loss)	\$650.00/hour
Hazardous Material Incident Response (apparatus rates plus cost of materials and third-party costs)	See Fire Apparatus Response Rates
Response to Motor Vehicle Incidents or Fire Response on Provincial Highways	Current Alberta Transportation Rates

Fire Apparatus Response Rates	
Aerial Ladder/Platform Truck	\$800.00/hour
Type VI Wildland Brush Truck	\$500.00/hour
Fire Engine	\$720.00/hour
Water Tender	\$720.00/hour
Heavy Rescue Truck	\$720.00/hour
Light Rescue Truck	\$420.00/hour
Utility Truck	\$210.00/hour
Command Vehicle (per unit)	\$210.00/hour
Backcountry Rescue Resources (includes OHV's, sleds, trailers – does not include tow vehicle)	\$240.00/hour

*Note 1 – Rates are based on current Alberta Transportation and Alberta Agriculture, Forestry and Rural Economic Development rates where available

**Note 2 – Response to incidents outside municipal boundary are as per signed agreements

~~Fines for Contravening or Not Complying with the Land Use Bylaw, a Development Permit or condition of, a Stop Order, an Order to Address an Emergency or an Order to Remedy Dangers or Unsightly Property – see Schedule B – Other Planning and Development Fees and Fines~~

Schedule “E” – Utility Rate Schedule Water, Wastewater, Solid Waste and Recycling Tariffs

Tariffs, service charges, deposits, penalties and fines for water, wastewater, solid waste, and recycling contained in this schedule are to be charged to all persons who use, receive and/or require utility service connections to the Water and/or Wastewater systems and/or access to the Municipal Solid Waste and Recycling Programs of the Municipality of Crowsnest Pass. Utility services are charged as a package.

TENANT ACCOUNTS: Utility accounts and billing/payment arrangements will only be setup with the registered property owner(s) on title.

SEASONAL OPERATIONS: All Class 8 and 9 accounts will be assessed based on the total number of beds/units/rooms on the property regardless of if some are vacant at times. Consideration may be given to seasonal operations.

SUSPENSION OF SERVICES: When or if a contractor become unavailable to supply a service, the fee will be temporarily suspended until the service is resumed.

PENALTIES FOR OVERDUE ACCOUNTS: Utility balances remaining after the due date are subject to a 2% penalty.

MULTI-USE PROPERTIES: In cases where a property has only one shut off valve and is a multi-use, the property owner will be levied at the higher rate, or a combination of rate classes will be used to determine the rate schedule.

Utility rates will Increase 26.0% for water, and **decrease 4.00% for Sewer, 10.00% for Garbage, 10.00% for Residential Recycling with Commercial Recycling being 2x the Residential rate effective July 1, 2025**, with the exception of the Senior’s Rate Reduction which reflects the combined 2023 single family total as prorated amounts. Rates are effective from **July 1, 2025, through June 30, 2026**. All rates are billed monthly, except where noted within the schedule.

Class 1 Residential

Single-Family Residence (includes Duplexes, Manufactured Homes and Secondary Suites)

*One shut-off valve on property

Water Tariff (W1)		Wastewater Tariff (S1)		Solid Waste Tariff (G1)		Recycling Tariff (R)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 29.22	\$ 36.82	\$ 46.24	\$ 44.39	\$ 26.34	\$ 23.71	\$ 3.68	\$ 3.25

Class S Senior’s Rate Reduction - Residential

Single-Family Residence (includes Duplexes, Manufactured Homes and Secondary Suites), Senior’s Rate Reduction Program, *One shut-off valve on property

Water Tariff (WS)		Wastewater Tariff (SS)		Solid Waste Tariff (GS)		Recycling Tariff (RS)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 27.26	\$ 35.20	\$ 43.18	\$ 42.43	\$ 25.31	\$ 22.67	\$ 3.20	\$ 3.11

Class 2 Commercial

Banks and Credit Unions, Garages, Clinics <5 Exam Rooms, Libraries, Confectionaries, Offices, Pharmacies, Places of Worship, Exercise Clubs/Fitness Centres, Service Stations, Small Retail Stores, Funeral Homes, Theatres, Lumber Yards, Legions & Meeting Places/Halls, Fast Food Services/Snack Bars, Restaurants (seating capacity <20) *One shut-off valve on property

Water Tariff (W2)		Wastewater Tariff (S2)		Solid Waste Tariff (G2)		Recycling Tariff (R2)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 29.22	\$ 36.82	\$ 46.24	\$ 44.39	N/A	N/A	\$ 7.36	\$ 6.50

Class 3 Commercial

Clinics >5 Exam Rooms, Warehouse, Fabrication, Manufacturing, Machining, Welding Shops, Large Retail Stores (>6,000 Sq. Ft.), Restaurants (seating capacity > 20 < 50)

Water Tariff (W3) Commercial W2 Rate x2		Wastewater Tariff (S3) Commercial S2 Rate x2		Solid Waste Tariff (G3)		Recycling Tariff (R3)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 58.44	\$ 73.64	\$ 92.48	\$ 88.78	N/A	N/A	\$ 7.36	\$ 6.50

Class 4 Commercial

Places of Entertainment, Licensed Areas, Restaurants (seating capacity 50+)

Water Tariff (W4) Commercial W2 Rate x4		Wastewater Tariff (S4) Commercial S2 Rate x4		Solid Waste Tariff (G4)		Recycling Tariff (R4) Commercial R Rate	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 116.88	\$ 147.28	\$ 184.96	\$ 177.56	N/A	N/A	\$ 7.36	\$ 6.50

Class 5 Commercial

Car Wash, Coin Laundry, Laundromat, Provincial Buildings, Schools, Forestry Office

Water Tariff (W5) Commercial W2 Rate x6		Wastewater Tariff (S5) Commercial S2 Rate x6		Solid Waste Tariff (G5)		Recycling Tariff (R5)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 175.32	\$ 220.92	\$ 277.44	\$ 266.34	N/A	N/A	\$ 7.36	\$ 6.50

Class 6 Commercial

Metered Properties

Water Tariff (WATCONS)		Wastewater Tariff (S6)		Solid Waste Tariff (G6)		Recycling Tariff (R6)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 0.80/m3	\$ 1.00/m3	N/A	N/A	N/A	N/A	\$ 7.36	\$ 6.50

Class 7 Commercial

Breweries

Water Tariff (W7) Commercial W2 Rate x4		Wastewater Tariff (S7) Commercial S2 Rate x2		Solid Waste Tariff (G7)		Recycling Tariff (R7)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 116.88	\$ 147.28	\$ 92.48	\$ 88.78	N/A	N/A	\$ 7.36	\$ 6.50

Class 8 Commercial

Manufactured Home Parks, (Single Account for Trailer Park), Residential Apartment Buildings

**Rates are monthly per bed/unit/room, *One shut-off valve on property

Water Tariff (W8) 1/3x Commercial W2 Rate x Total Number of Beds/Units/Room		Wastewater Tariff (S8) 1/3x Commercial S2 Rate x Total Number of Beds/Units/Room		Solid Waste Tariff (G8) Available for multi- residential units that opt- in		Recycling Tariff (R8) Monthly per bed/unit/room	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 9.75	\$ 12.27	\$ 15.40	\$ 14.80	\$ 26.34	\$ 23.71	\$ 7.36	\$ 6.50

Class 9 Commercial

Campgrounds/Recreation Parks, Cabins/Lodges, Hospital, Motels/Hotels, Nursing Homes, Senior's Lodges

Water Tariff (W9) 1/3x Commercial W2 Rate x Total Number of Beds/Units/Room		Wastewater Tariff(S9) 1/3x Commercial S2 Rate x Total Number of Beds/Units/Room		Solid Waste Tariff (G9)		Recycling Tariff (R9) Monthly per account	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 9.75	\$ 12.27	\$ 15.40	\$ 14.80	N/A	N/A	\$ 7.36	\$ 6.50

Schedule “F” – Operations Fee Schedule

Ad Hoc Service Charges/Fees and Fines to be Invoiced as Incurred

Type of Service	Description	Service Fee	Notes
Bulk Wastewater Dumping	Septic and Wastewater Contractors		See Septage Disposal Facility Bylaw
Bulk Water	Bulk Water Customers	\$1.05 per m3	
Use of Fire Hydrant and Water	Use of fire hydrant, consumption flow meter and hydrant water	Prohibited	
Utility Installation - Water, Sanitary and /or Storm Sewer	Single Dwelling - Request for installation quote	\$400.00	
	Single Dwelling	As per municipal quote	50% deposit of initial quote prior to install. Remainder to be paid upon final completion.
	Multi unit dwelling, Apartment or Condominiums, Row houses, and Other (as determined by Director)	Industry standard hourly rates + 10%	Third-Party Professional Review or Design (as required). All technical studies required in support of a development will be reviewed by the municipality’s approved professional as applicable (e.g., engineer, biologist, lawyer, etc.).
Overdue Account Penalty Warning System	Tagging, or sending notices for overdue accounts	\$60.00	
Water Service Disconnect	Disconnect for non-payment of account	\$75.00	During regular work hours
	During regular working hours	\$0.00	General service
	Outside of regular working hours	\$320.00	
	Emergency	\$0.00	Emergency is an unexpected, unplanned situation that requires immediate attention to prevent property damage.

Type of Service	Description	Service Fee	Notes
Water Service Reconnect	Reconnect following disconnection for non-payment of account	\$75.00	During regular work hours
	During regular working hours	\$0.00	General service
	Outside of regular working hours	\$320.00	
	Emergency	\$0.00	Emergency is an unexpected, unplanned situation that requires immediate attention to prevent property damage.
Thawing Frozen Lines	As Requested	Cost Recovery	Includes truck, welder, and operator's wages and benefits
Fridge & Freezer Freon Removal Charge		\$40.00	Per unit
Approach Agreement	As Requested	\$400.00	Includes administration fee, as well as pre and post inspections. Additional inspections are \$100 each.
Road Use Agreement	As Requested	\$400.00	Includes admin fee, as well as pre and post inspections. Additional inspections are \$100ea.
Excavation Permit	As Requested	\$400.00	Includes admin fee, as well as pre and post inspections;
Sidewalk and Street Patio Permit	As Requested	\$50.00	Per storefront up to maximum of \$200

Cemetery Fees	
Cemetery Plot - Burial	
Single Burial Plot	\$1,400.00
Child (5yrs and under)	\$500.00
Social Services	Current Provincial Rate
Cemetery plot – opening and closing	\$700.00
Cemetery plot – opening and closing – Child (5yrs and under)	\$200.00
Cemetery Plot – Cremation	
Cremation Plot	\$500.00
Child (5yrs and under)	\$200.00
Cremation plot – opening and closing	\$300.00
Columbarium	
Small Niche (12"x12"x12")	\$1,000.00
Columbarium – Child (5yrs and under)	\$500.00
Columbarium – opening and closing	\$200.00

Additional Fees	
Burials during weekend or statutory holidays	\$800.00
Burials in winter surcharge	\$500.00
Cemetery work permit	\$50.00
Non-resident surcharge	\$1,000.00
Perpetual Care	\$500.00

Administrative Surcharge and Service Contracts	
Equipment Custom Work	Based on Current Alberta Road Builders & Heavy Construction Equipment Rental Rate Guide
Utility Service Installations	As per Utility Installation Contract Agreement

Transportation and Operations	
Passburg Pit Dumping Fees - Closed to Commercial until Further Notice	
Single Axle End Dump Truck (Up to 10 Tonnes)	\$150.00
Tandem Axle End Dump Truck (Up to 13 Tonnes)	\$200.00
Tridem Axle End Dump Truck (Up to 19 Tonnes)	\$300.00
Large End Dump Truck (Up to 25 Tonnes)	\$400.00
Tandem Truck and Tandem Pup (Up to 25 Tonnes)	\$400.00
Tandem Truck and Tridem Pup (Up to 31 Tonnes)	\$500.00
Tridem Truck and Tandem Pup (Up to 31 Tonnes)	\$500.00
Tridem Truck and Tridem Pup (Up to 37 Tonnes)	\$600.00
Tandem Truck and Large End Dump Trailer (Up to 40 Tonnes)	\$650.00
Tridem Truck and Large End Dump Trailer (Up to 43 Tonnes)	\$700.00
<p>*All weighted axle configurations may require overweight term permits as required by Ministry of Infrastructure Commercial Vehicle Weigh Scales Inspections at an additional cost to the contractor over and above the Municipality of Crowsnest Pass tipping fees rates and fees schedule. Other truck and axle configurations not noted above are subject to a pro-rated tipping fee as per the above rates and fees schedule.</p>	

Fines	
Type of Service	Amount
Non-conformance to Watering Regulations – 1 st Offence	\$75.00
Non-conformance to Watering Regulations – 2 nd Offence	\$150.00
Non-conformance to Watering Regulations – 3 rd Offence	\$225.00
Unauthorized Use of Fire Hydrants	\$500.00
Unauthorized Operation of Service Valves	\$150.00
Destruction, Obstruction or Covering of Service Valves	Cost Recovery (Includes equipment, and operator's wages and benefits)
Illegal Dumping or Disposal	\$500.00

Schedule “G” – Community Services Fee Schedule

Statutory Holidays are 150% of Adult Rate
 Prime Time: Mon to Fri 5:00 p.m. on and Saturday & Sunday
 Non-Prime Time: Mon to Fri up to 5:00 p.m.
 Youth: 17 & Under / Adult: 18 & Over
 Prices include G.S.T.

SPORTS COMPLEX ICE ARENA (daily rate based on 12 hours)	October 2025 to March 2026	October 2026 to March 2027
Youth Hourly Non-Prime Time	\$37.50	\$38.00
Youth Hourly Prime Time	\$75.00	\$76.00
Youth Daily Prime Time	\$750.00	\$760.00
Adult Hourly Non-Prime Time	\$56.50	\$57.00
Adult Hourly Prime Time	\$113.00	\$114.00
Adult Daily Prime Time	\$1,130.00	\$1,140.00
Non-Resident Youth Hourly	\$112.50	\$113.00
Non-Resident Youth Daily	\$1,125.00	\$1,130.00
Non-Resident Adult Hourly	\$169.50	\$171.00
Non-Resident Adult Daily	\$1,695.00	\$1,710.00

COMPLEX DRY FLOOR & MDM GYM (daily rate based on 9 hours or more)	2025 Complex – April to September	2026 Complex – April to September
Youth Hourly	\$33.75	\$34.00
Youth Daily	\$303.75	\$306.00
Adult Hourly	\$50.50	\$51.00
Adult Daily	\$454.50	\$459.00
Commercial Resident Hourly	\$63.25	\$63.75
Commercial Resident Daily	\$569.25	\$573.75
Non-Resident Youth Hourly	\$50.60	\$51.00
Non-Resident Youth Daily	\$455.50	\$459.00
Non-Resident Adult Hourly	\$75.75	\$76.50
Non-Resident Adult Daily	\$681.75	\$688.50
Non – Resident Commercial Hourly	\$94.60	\$95.50
Non-Resident Commercial Daily	\$852.25	\$860.50
AB Government Hourly	\$72.25	\$73.00
AB Government Daily	\$649.25	\$655.75
Special Events setup/ Teardown per hour	\$66.00	\$65.00
Recreation Pickle ball (drop in)	\$5.00	\$5.00
Recreation Volleyball (drop in)	\$5.00	\$5.00
Recreation basketball (drop in)	\$5.00	\$5.00
Arena Glass removal and reinstall	\$,2520.00	\$,2,520.00

CROWSNEST COMMUNITY HALL & COMPLEX LOUNGE	2025	2026
Youth Hourly	\$25.00	\$26.00
Youth Daily	\$225.00	\$234.00
Adult Hourly	\$37.50	\$39.00
Adult Daily	\$337.50	\$351.00
Repetitive Daily (Minimum of 5 consecutive weekly bookings)	\$225.00	\$250.00
Commercial Resident Hourly	\$46.75	\$48.75
Commercial Resident Daily	\$421.75	\$438.75
Non-Resident Youth Hourly	\$37.50	\$39.00
Non-Resident Youth Daily	\$337.50	\$351.00
Non-Resident Adult Hourly	\$56.25	\$58.50
Non-Resident Adult Daily	\$506.25	\$526.50
Non-Resident Commercial Hourly	\$70.25	\$73.25
Non-Resident Commercial Daily	\$632.75	\$658.25
AB Government Hourly	\$53.50	\$55.75
AB Government Daily	\$482.25	\$501.50
Lease rental space (per square foot yearly)	\$7.05	\$7.14
MDM KITCHEN / COMPLEX KITCHEN	2025	2026
Non-Lease holder Hourly Rate	\$25.00	\$40.00
Lease Holder Hourly Rate (MDM)	\$15.25	\$20.00
MDM / COMPLEX MEETING ROOM #11 & STAGE (daily rate based on 9 hours or more)	2025	2026
Youth Hourly	\$12.50	\$20.00
Youth Daily	\$112.50	\$180.00
Adult Hourly	\$18.75	\$30.00
Adult Daily	\$168.75	\$270.00
Commercial Resident Hourly	\$23.50	\$37.50
Commercial Resident Daily	\$211.50	\$337.50
Non-Resident Youth Hourly	\$18.75	\$30.00
Non-Resident Youth Daily	\$168.75	\$270.00
Non-Resident Adult Hourly	\$28.25	\$45.00
Non-Resident Adult Daily	\$254.25	\$405.00
Non-Resident Commercial Hourly	\$35.30	\$56.25
Non-Resident Commercial Daily	\$317.80	\$506.25
AB Government Hourly	\$27.00	\$43.00
AB Government Daily	\$242.25	\$385.75
Janitorial service for leased rooms/ per hour	\$49.90	\$65.00
Lease Rental Space (per square foot yearly)	\$7.05	\$7.14

COMPLEX CONCESSION (IF NOT UNDER A LEASE AGREEMENT)	2025	2026
Youth Daily Only – No hourly	\$109.50	\$109.50
Adult Daily Only – No hourly	\$164.25	\$164.25
Commercial & Non-Resident Daily	\$205.25	\$205.25
Lease Rental Space (per square foot yearly)	\$7.05	\$7.14
ADDITIONAL	2025	2026
Facility Damage Deposit (minimum \$500.00 or ½ of total)	\$500.00	\$500.00
Staff Hourly Labour Rate (per operator for set up/clean up)	\$65.00	\$65.00
ADVERTISING	2025	2026
Arena Rink Board (4'x8')	\$500.00/year	\$500.00/year
Ice Logo	\$500.00/year	\$500.00/year
Ice Resurfacer (per side)	\$500.00/year	\$500.00/year

EQUIPMENT RENTAL (PER EVENT)	2025	2026
MDM Black Curtains and Lights	\$500.00	\$500.00
Chandelier	\$100.00	\$100.00
MDM/Elks Screen	\$25.00	\$25.00
Projector	\$50.00	\$50.00
Portable Sound System	\$75.00	\$75.00
Portable Stage 12 x 24	\$250.00	\$250.00
Tablecloths Per 1	\$3.00	\$3.00
Tables (each, if not included in a facility)	\$5.00	\$5.00
Chairs (each, if not included in a facility)	\$1.50	\$1.50
Ice machine	\$20.00	\$20.00
Electrical (Gazebo Park/Complex/ Flumerfelt)	\$30.00	\$30.00

MEMORIAL BENCH PROGRAM	2025	2026
Bench (material and labour) Plus Repairs	Cost recovery plus \$500.00	Cost recovery plus \$500.00

SOCCER FIELDS (daily rate based on 10 hours)	2025	2026
Youth (Season rate per player)	\$15.00	\$16.00
Adult (Season rate per player)	\$30.00	\$31.00
Weekend Tournament	\$85.00	\$85.00
Special Event Hourly	\$10.00	\$10.00
Special Event Daily	\$100.00	\$100.00
Non-Resident Hourly	\$25.00	\$40.00
Non-Resident Daily	\$135.00	\$225.00
Non-Resident Special Event Hourly	\$22.50	\$22.50
Non-Resident Special Event Daily	\$225.00	\$225.00

BALL DIAMONDS (daily rate based on 10 hours)	2025	2026
Youth (Season rate per player)	\$15.00	\$16.00
High School (outside of school hours) (season rate per player)	\$15.00	\$16.00
Adult (Season rate per player)	\$30.00	\$31.00
Weekend Tournament	\$85.00	\$85.00
Special Event Daily	\$100.00	\$100.00
Non-Resident Hourly	\$25.00	\$40.00
Non-Resident Daily	\$225.00	\$225.00
Non-Resident Special Event Daily	\$225.00	\$225.00

Schedule “H” – Pass Powderkeg & Crowsnest Pass Community Pool Fee Schedule

Pass Powderkeg Ski Area

Note: Family of 4+ Includes 2 adults and all dependents under the age of 18 within same household.

DAY TICKETS	Full Day	Half Day	Twilight
All Lift Access			
Adult (Ages 18-64)	\$57.00	\$36.50	\$23.50
Youth (Ages 7-17)	\$47.00	\$31.50	\$21.00
Senior (Ages 65-74)	\$47.00	\$31.50	\$21.00
Child (Ages 0-6)	\$21.00	\$16.00	\$11.00
Super Senior (Ages 75+)	\$21.00	\$16.00	\$11.00
Bunny Hill	Free	Free	Free
Single Lift Access (Early Season Rate)			
Adult (Ages 18-64)	\$35.00	\$25.00	\$19.00
Youth (Ages 7-17)	\$28.00	\$19.00	\$13.00
Senior (Ages 65-74)	\$28.00	\$19.00	\$13.00
Child (Ages 0-6)	\$11.00	\$5.50	\$5.50
Super Senior (Ages 75+)	\$11.00	\$5.50	\$5.50
Bunny Hill	Free	Free	Free
Promotional			
Chinook Arch Library Pass (All Ages)		Free	
Group Pricing (Group meaning over 12 people. Discount valid on lift tickets, rentals, and lessons. School groups are not included)		10% off	
DAY RENTALS			
Full Package (Skis/Board, Boots, Helmet)			
Adult (Ages 18-64)	\$38.50	\$28.00	\$18.00
Youth (Ages 7-17)	\$31.00	\$24.00	\$17.00
Senior (Ages 65-74)	\$15.50	\$13.50	\$10.50
Child (Ages 0-6)	\$31.00	\$24.00	\$17.00
Super Senior (Ages 75+)	\$15.50	\$13.50	\$10.50
Skis/Board Only			
Adult (Ages 18-64)	\$25.00	\$19.00	\$11.50
Youth (Ages 7-17)	\$21.00	\$14.50	\$10.50
Senior (Ages 65-74)	\$10.50	\$8.50	\$5.50
Child (Ages 0-6)	\$21.00	\$14.50	\$10.50
Super Senior (Ages 75+)	\$10.50	\$8.50	\$5.50
Other Rentals			
Poles Only (All Ages)	\$5.50	\$5.50	\$5.50
Helmet Only (All Ages)	\$8.00	\$8.00	\$8.00
Snowshoe Rental (All Ages)	\$15.00		

SEASONAL RENTALS	2024/25	2025/26
Adult	\$214.99	\$223.00
Youth	\$204.99	\$212.50
Child	\$169.99	\$176.00
Senior	\$204.99	\$212.50
Super Senior	\$169.99	\$176.00

SNOW SCHOOL	2024/25	2025/26
Learn to Turn Intro	\$79.99	\$83.00
Learn to Turn Full Package	\$274.99	\$285.00
Learn to Turn Progression Package	\$194.99	\$202.00
PPK Rippers Single Session	\$149.99	\$155.50
PPK Rippers Both Sessions	\$259.99	\$269.00
PPK Rippers Holiday Week	\$99.99	\$103.50
Weekend Youth Program	\$149.99	\$155.50
Little Cubs Single Session	\$79.99	\$83.00
Little Cubs Single Session 4 Pack	\$287.99	\$298.00
Little Cubs Single Session 6 Pack	\$407.99	\$422.50
Kinder Cubs Single Session	\$64.99	\$67.50
Kinder Cubs Single Session 4 Pack	\$233.99	\$242.50
Kinder Cubs Single Session 6 Pack	\$350.99	\$363.50
1.5-hour group	\$59.99	\$62.50
1 hr. private lesson (up to 2 people)	\$89.99	\$83.50
1.5 hr. private lesson (up to 2 people)	\$134.00	\$139.00
Senior's Program	\$10.00	\$10.50
4 pack of private lessons	10% off	10% off
6 pack of private lessons	15% off	15% off

RACE TRAINING (Per 2.5 Hour Block)	
7 or fewer athletes	\$395.00 / per block
8-12 Athletes	\$55.00 / per athlete
13-18 Athletes	\$52.00 / per athlete
19+ Athletes	\$49.00 / per athlete

SIGNAGE SPONSORSHIP OPPORTUNITIES	Regular Rate	Renewal Rate
Tower Signage	\$275.00	\$250.00
Saturday Night Skiing Sponsorship	\$840.00	N/A

SEASON PASSES	Full Season	2025/26
Resident Rate		
Adult (Ages 18-64)	\$229.99	\$234.99
Youth (Ages 7-17)	\$183.99	\$189.99
Senior (65-74)	\$183.99	\$189.99
Child (0-6)	\$29.99	\$29.99
Super Senior (75+)	\$29.99	\$29.99
Family of 4+	\$724.99	\$729.99
Family of 3 (2 adults, 1 youth)	\$604.99	\$609.99
Non-Resident Regular Rate		
Adult (Ages 18-64)	\$329.99	\$334.99
Youth (Ages 7-17)	\$261.99	\$265.99
Senior (65-74)	\$261.99	\$265.99
Child (0-6)	\$29.99	\$29.99
Super Senior (75+)	\$29.99	\$29.99
Family of 4+	\$891.99	\$895.99
Family of 3 (2 adults, 1 youth)	\$734.99	\$739.99
Learn to Turn Graduate/Other Passholder Season Pass Discount		25% Off
Uphill Pass (All Ages)	\$25.00	\$25.00

SCHOOL RATES				
Local's Rate	Lift, Lesson, Rental	Lift, Rental	Lift, Lesson	Lesson only
Full Day	\$48.50	\$38.00	\$38.00	\$23.00
2 hour or less visit	\$26.00	\$26.00	\$26.00	\$26.00
Regular Rate	Lift, Lesson, Rental	Lift, Rental	Lift, Lesson	Lesson only
Full Day	\$54.00	\$40.50	\$40.50	\$24.00
2 hour or less visit	\$29.00	\$29.00	\$29.00	\$29.00

FACILITY RENTAL	
Hourly	\$40.00
Daily	\$300.00
Washroom Trailer Rental (Per Weekend)	\$260.00
• Subsequent Days	\$130.00
Yurt Rental – Per Day	\$80.00
Yurt Rental – Hourly	\$25.00

Crowsnest Pass Pool

Note: Family of 4+ Includes 2 adults and all dependents under the age of 18 within same household.

2025 Crowsnest Pass Pool Rates	
Daily Admission	
Family of 4+	\$21.00
Adult (18 - 64 years old)	\$8.50
Senior (65 and over)	\$6.50
Youth (7 - 17 years old)	\$6.50
Child (4 - 6 years old)	\$5.50
Toddler (0 - 3 years old)	Free
5 Use Flex Pass Prices	
Family of 4+	\$88.00
Adult (18 - 64 years old)	\$34.00
Senior (65 and over)	\$26.00
Youth (7 - 17 years old)	\$26.00
Child (4 - 6 years old)	\$22.00
Toddler (0 - 3 years old)	Free
Seasons Pass	
Family of 4+	\$250.00
Adult (18 - 64 years old)	\$105.00
Senior (65 and over)	\$75.00
Youth (7 - 17 years old)	\$75.00
Child (4 - 6 years old)	\$63.00
Toddler (0 - 3 years old)	Free
Lessons	
Private per lesson (½ hour) *Up to 2 people per private lesson.	\$30.00
Private Lesson Discount	10% off for 4 lessons 15% off for 6 lessons
National Lifesaving Society Parent & Tot lessons	\$62.00
National Lifesaving Society Preschool lessons	\$62.00
National Lifesaving Society Swimmer lessons	\$62.00
National Lifesaving Society Adult Swimmer lessons	\$67.00
National Lifesaving Society Swim Patrol lessons	\$88.00
National Lifesaving Society Bronze Star	\$208.00
National Lifesaving Society Bronze Medallion	\$208.00
National Lifesaving Society Bronze Cross	\$208.00
National Lifesaving Certificate	\$395.00
Facility Rental	
1 Hour Private Pool Rental (Up to 75 people)	\$160.00
Sponsored Swim Rate	\$470.00
Pass Piranhas Pool Rental	\$57.00

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1181, 2024
Fees, Rates and Charges Bylaw

BEING a Bylaw of the Municipality of the Crownsnest Pass, in the Province of Alberta, to identify general fees, rates and charges for Administrative Fees, Planning and Development Fees, Safety Codes Permit Fees, Protective Services Fees, Utility Rates, Community Services Fees and Pass Powderkeg Fees.

WHEREAS the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000 and any amendments thereto, Council may pass bylaws for Municipal purposes respecting services provided by the Municipality;

AND WHEREAS the Act provides for the establishment of fees, rates, and charges for those services;

NOW THEREFORE the Council of the Municipality of Crownsnest Pass, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. Short Title and General

- 1.1 This Bylaw may be cited as The Fees, Rates and Charges Bylaw. Where the terms of this Bylaw conflict with the provisions of any other Bylaw of the Municipality of Crownsnest Pass, this Bylaw shall prevail.
- 1.2 That the Fees, Rates and Charges as identified in the attached Schedule A, B, C, D, E, F, G and H represent the fees, rates, and charges applicable to general Municipal services provided by the Municipality of Crownsnest Pass.

2. Definitions

2.1 In this Bylaw:

- (a) "Officer" shall mean any member of the Royal Canadian Mounted Police, a Community Peace Officer or a Bylaw Enforcement Officer or appointed pursuant to Bylaw 1056, 2020 as appointed by the resolution of Council;
- (b) "Provincial Court" means the Provincial Court of Alberta;
- (c) "Provincial Offences Procedure Act" shall mean the Provincial Offences Procedure Act, being Chapter P-34 of the Statutes of Alberta, 2000 as amended;
- (d) "Violation Ticket" shall have the meaning ascribed to it in the Provincial Offences Procedure Act;
- (e) "Emergency" shall mean an unexpected, unplanned situation that requires immediate attention.

3. Enforcement and penalty provisions

- 3.1 The Officer shall keep an up-to-date record of all complaints, notices, and reports and a similar record of the disposition, therefore.
- 3.2 The Officer may issue a violation ticket to any person alleged to have committed a breach of this bylaw which shall state the complaint and the specified penalty as described within this bylaw and the date, time, and place at which the defendant is to appear to answer the summons.
- 3.3 Where there is a specified penalty, fee or fine listed for an offence in Schedules A, B, C, D, E, F, G or H, to this Bylaw, that amount is the specified for the offence.
- 3.4 Voluntary payment of the violation ticket in accordance with terms of the violation ticket shall be accepted by the Municipality of Crowsnest Pass as a plea of guilty in accordance with Section 25 of the Provincial Offences Procedure Act.
- 3.5 A bylaw tag shall be deemed to be sufficiently served in any prosecution:
 - (a) If served personally on the accused;
 - (b) If mailed by registered post to the last known address of the accused person;
 - (c) If left at the accused's usual place of abode or with another resident thereof who appears to be at least 16 years of age;
 - (d) Where the accused is an association, partnership, or corporation, if mailed by registered post to the last known office address or registered office address or if left with a person who appears to be at least 16 years of age and is employed by or is an officer of the association, partnership or corporation.
- 3.6 This section shall not prevent any Officer from issuing a violation ticket requiring the court appearance of the defendant, pursuant to the provisions of the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34, or from laying an information instead of issuing a violation ticket.
- 3.7 Nothing in Sections 3.5(c) and 3.5(d) of this bylaw shall prevent any person or owner from defending a charge of committing a breach of this bylaw.
- 3.8 Any person or owner who commits a breach of any of the provisions of this bylaw shall be liable to the fines as set forth within this bylaw.

4. Severability

- 4.1 Each Section of the Bylaw shall be read and construed as being separate and severable from each other Section. Furthermore, should any Section or Part of this Bylaw be found to have been improperly enacted for any reason, that such Section or Part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

5. Effective date

- 5.1 That Bylaw No. 1181, 2024 comes into full force and effect upon the third and final reading thereof excluding the fees described in Schedule E.
- 5.2 That all fees described in Schedule E come into full force and effect on July 1, 2024.
- 5.3 That Bylaw No. 991, 2017, and Bylaw No. 1045, 2020 be amended to include Bylaw No. 1181, 2024 Schedule "D".
- 5.4 That Bylaw No. 560, 2001, Bylaw No. 561, 2001, Bylaw No. 863, 2013, be amended to include Bylaw No. 1181, 2024 Schedule "E".
- 5.5 That Bylaw No. 1082, 2021, and Bylaw No. 622, 2004 be amended to include Bylaw No. 1181, 2024 Schedule "F".
- 5.6 That Bylaw No. 1140, 2023 and amendments thereto be repealed.

READ a **first** time in council this 9th day of April 2024.

READ a **second** time in council this 23rd day of April 2024.

READ a **third and final** time in council this 23rd day of April 2024.




Blair Painter
Mayor


Patrick Thomas
Chief Administrative Officer

Contents

Schedule “A” – Administrative Fee Schedule 6

 Business Licenses..... 6

 Municipal Documentation and Clerical Services..... 7

 Maps/Pins/Flags 7

 Community Handbook Advertising 7

 Taxation and Assessment..... 7

 Land Sales..... 8

 Administrative Surcharge and Service Contracts 8

 Rental/Lease Rates for Municipal Lands 8

Schedule “B” – Planning and Development Fee Schedule 9

Schedule “C” – Safety Codes Permit Fees..... 14

 Gas Permit Fees..... 14

 Plumbing and Private Sewage Disposal Systems Permit Fee 15

 Electrical Permit Fees – New Construction 16

 Building Permit Fees - the minimum permit fee in all cases shall be \$250.00 18

 Miscellaneous – All Safety Codes Discipline Permit Fees Except as Specified Below 20

Schedule “D” – Protective Services Fee Schedule 22

 Animal Control Fee Schedule 22

 Environmental Services Fee Schedule..... 22

 Community Standards Bylaw Fines and Penalties 23

 Cannabis Consumption – Bylaw 1022, 2019 23

 Fire Extinguisher Services..... 24

 Fire Rescue Service Fees..... 24

 Fire Prevention 24

 Permits 24

 Open Burning 24

 Public Education Training..... 24

 False Alarms (Related to Malfunctioning Fire Safety Installation or Other Safety Device) 24

 Emergency Response 25

 Fire Apparatus Rates 25

Schedule “E” – Utility Rate Schedule 26

Water, Wastewater, Solid Waste and Recycling Tariffs..... 26

Schedule “F” – Operations Fee Schedule..... 29

Ad Hoc Service Charges/Fees and Fines to be Invoiced as Incurred..... 29
Cemetery Fees..... 30
Administrative Surcharge and Service Contracts 30
Transportation and Operations..... 31
Schedule “G” – Community Services Fee Schedule 32
Schedule “H” – Pass Powderkeg & Crowsnest Pass Community Pool Fee Schedule 36

Schedule “A” – Administrative Fee Schedule

Business Licenses	
General – Local Business (including Tourist Home in a commercial property)	\$125.00 per annum
General – Local Business – Alberta Southwest Regional Alliance (as an addition to the General – Local Business fee)	\$80.00 per annum
General - Non-Resident Business	\$360.00 per annum
Home Occupation – Category 1	\$125.00 per annum
Home Occupation – Category 2	\$250.00 per annum
Short-Term Rental/Bed & Breakfast	\$500.00 per annum
<ul style="list-style-type: none"> Tourist Home in residential taxed property (for Tourist Home in commercial property – see General – Local Business). Residentially taxed property operating as a commercial business without residential occupancy. 	Current property assessment x 0.00646
Non-payment penalty after Jan 31	0%
Operating or advertising a business without a license - First offence	Double License fee
Operating or advertising a business without a license- Subsequent Offences	Double previous fine up to \$10,000
Transfer of License	\$25.00
Replacement of License Certificate	\$25.00
<p>The above Business License Fees are due and payable by January 31st of each year. The fee payable for those Business License issued between the 1st day of January and the 30th day of September shall be the license fee for the full year and for those issued after September 30th the Business License fee shall be one half (1/2) of the license fee for the full year.</p> <p>Special trades that are not available or represented by the community and hired by the Municipality as a contractor may be exempt from a business license for a one-time job</p>	
Day Rate (maximum 2 consecutive days) – Resident	\$50.00 per day
Day Rate (maximum 3 consecutive days) – Non-Resident	\$100.00 per day
Hawkers/Peddlers/Mobile Vendors/Pushcart Vendors – Resident	\$125.00
Hawkers/Peddlers/Mobile Vendors/Pushcart Vendors – Non-Resident	\$375.00
Craft Sales and Garage Sales (maximum of 4 per year with a duration of 2 consecutive days per event)	Exempt

Municipal Documentation and Clerical Services		
<i>Cash Receipting</i>		
Returned Cheque, AFT and EFT	\$35.00	
<i>Freedom of Information and Protection of Privacy (FOIP) Act</i>		
Freedom of Information and Protection of Privacy Fees & Charges	As per the current Freedom of Information and Protection of Privacy Act, AR 186/2008	
Electronic Recording of Council Meeting	\$25.00	
<i>Photocopying/Faxing</i>		
Photocopy/Printing (single sheet)	\$0.60	
Fax (minimum - cover sheet & 1st page)	\$2.50	
Fax (second and subsequent sheets)	\$0.60	
<i>Maps/Pins/Flags</i>		
Maps - Ownership	\$12.00	
Maps - Municipal Road Map	\$5.00	
Municipal Flag	\$140.00	
Alberta Flag	\$80.00	
Canada Flag	\$60.00	
Municipal Pin (Metal)	\$2.50	
<i>Community Handbook Advertising</i>		
	Not-For Profit	For-Profit
Back Cover	\$1,000.00	\$2,000.00
Full Page	\$400.00	\$800.00
½ page ad	\$200.00	\$400.00
¼ page ad	\$100.00	\$200.00
Business Card	\$75.00	\$150.00
Multiple Pages 6+	\$175.00/page	N/A

Taxation and Assessment	
Tax Certificates	\$30.00
Tax Searches	\$20.00
Assessment Appeal fee - properties with residential mill rates	\$50.00 - GST exempt
Assessment Appeal fee non-residential assessed value up to \$999,999	\$150.00 - GST exempt
Assessment Appeal fee non-residential assessed value over \$1,000,000	\$250.00 - GST exempt
Notifications - Land Titles	\$25.00 - GST exempt

Land Sales	
Land Sale Application Fee	\$250.00 (non-refundable)
Land Sale Price	Subject to individual lot sold
Administrative Surcharge and Service Contracts	
An administrative surcharge will be levied when the Municipality invoices for service performed by staff or a contractor. Excludes wage reimbursements from third parties such as WCB and Union.	15% of contract/invoice
Rental/Lease Rates for Municipal Lands	
Pasture Rates	\$1.00 per day per animal unit (minimum of 2) plus applicable taxes on land
Serviced Residential Lot Rental	\$200.00 per month per residential site plus applicable taxes on land

Schedule “B” – Planning and Development Fee Schedule
Development Permit Fees and Penalties

Fee Schedule (Note: some uses / developments may be exempted from the requirement to obtain a development permit – inquire with a Development Officer)	Fee
Base Fee – All Development Permits (per application)	\$75
Additional Fee for Permitted Buildings and Uses	
Accessory Buildings and Uses , including sign, shed, garage, shipping container, exploratory excavation / filling, private utility, stockpiling, and any other buildings and uses that the Development Officer determines to be a permitted “Accessory Building or Use” as defined in the Land Use Bylaw (Note: a secondary suite is not an accessory use, even though it may be located in an accessory building).	+\$25
All other permitted buildings and uses , including secondary suite, temporary development permit and demolition that is part of the new development proposed in the DP	+\$175
Variance for a permitted building and use Decision by the Development Officer	+\$100
Decision by the Municipal Planning Commission	+\$200
Additional Fee for Discretionary Buildings and Uses	
Accessory Buildings and Uses , including sign, shed, garage, shipping container, private utility, and any other buildings and uses that the Development Officer determines to be a discretionary “Accessory Building or Use” as defined in the Land Use Bylaw (Note: a secondary suite is not an accessory use, even though it may be located in an accessory building).	+\$200
All other discretionary buildings and uses , including Secondary Suite, Home Occupation Class 2, Tourist Home, Short-Term Rental/Bed & Breakfast, including secondary suite, temporary development permit and demolition that is part of the new development proposed in the DP	+\$375
Variance for a discretionary building and use	+\$0
Additional Fee for Demolition that is not part of a new construction project	+\$25
Revision of an Issued Development Permit for reasons other than clerical corrections	50% of the original regular fee provided that the revision is made prior to the expiry date of the original DP. A revision made after the expiry date shall require a new full application fee.
Extension of the Validity of an Issued Development Permit	35% of the original regular fee provided that the extension request is made prior to the expiry date. An extension request made after the expiry date shall require a new full application fee.

<p>Penalty Fee for Starting a Use or Development Without the Benefit of or Contrary to a Development Permit</p> <p>Where a development permit application review identifies that:</p> <ul style="list-style-type: none"> (a) a development or use (including a change of use) has commenced prior to a development permit being applied for, or (b) a development has been undertaken in contravention of or contrary to a site plan, including a variance to the established minimum standards, that was approved as part of a previous development permit or a condition of that development permit, and / or in contravention of or contrary to the development standards established in the Land Use Bylaw, <p>the penalty fee shall be five times (5x) the total amount listed in this schedule including all fees applicable, including the base fee, variance fee, or development type specific fee(s), and is a penalty fee in addition to the regular fee.</p>	<p>Penalty fee shall be five times the regular fee and shall be a penalty fee in addition to the regular fee (e.g. \$100 regular fee plus a 5x penalty fee of \$500 = \$600 total fee)</p>
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NOTES

- (a) Upon review of the application the Development Officer will determine the full application fee and advise the applicant of the same prior to the expiry of the 20-day review period pursuant to the Municipal Government Act. A development permit application shall be deemed to be incomplete and shall not be processed until the full application fee is paid or arrangements have been made with the Development Officer for payment prior to the issuance of the development permit.
- (b) Development Permit application fees are non-refundable.
- (c) Whenever an application is received for a building or use for which a fee is not listed in this schedule, the amount of the fee shall be determined by the Development Officer and shall be consistent with those fees listed herein for similar developments.
- (d) Pursuant to the Land Use Bylaw, the Development Officer may require an application for a Permitted Use be brought before the Municipal Planning Commission for reasons other than the issuance of a variance, in which case the application fee shall continue to be determined as a Permitted use.
- (e) Some developments and uses are exempt from the requirement to obtain a development permit as per the Land Use Bylaw – inquire with a Development Officer.

Other Planning and Development Fees

Description	Fee
Application for Area Structure Plan or Outline Plan (not including 3 rd party review)	\$3,000.00
Third-Party Professional Review (all technical studies submitted in support of an area structure plan, subdivision or major development will be reviewed by the municipality’s approved professional as applicable, e.g., engineer, biologist, lawyer, etc.)	Industry standard hourly rates + 10%

Internal professional review by municipal employees holding a professional designation, e.g., P.Eng. or RPP (Registered Professional Planner)	\$150 per hour per professional designation determined to be applicable (complex applications may be charged a flat rate as may be deemed applicable depending on the complexity of an application)
Application for Land Use Bylaw Amendment	
LUB Text Amendments/Re-zoning/Map amendment(s)	\$850
Application for Statutory Plan Amendment (MDP, ASP)	\$850
Compliance Letter	
New	\$100
Revision (within 6 months)	\$25
Occupancy and Completion Certificate relative to new construction, relocation, partial demolition, alteration, or a change in occupancy classification	
• Applied for prior to taking occupancy	No charge
• Applied for after having taken occupancy	\$500 penalty
Application for Encroachment Agreement (for preparation of the agreement and for Third Party Encroachment Applications prepared and registered by applicant's lawyer)	\$100
Encroachment Agreement Fee	
• When the agreement is registered to Land Titles by the applicant's lawyer	\$100
• When the agreement is registered to Land Titles by the Municipality	\$200
Encroachment Agreement Annual Lease Fee, the amount which shall be based on the nature, condition, extent and expected duration of the encroaching improvement, and in the sole discretion of the Chief Administrative Officer or their designate:	
• Minor encroachment (e.g. fence, fence post, moveable shed)	\$50 to \$300 annually
• Major encroachment established prior to December 31, 1990 (e.g. residence, garage, including eaves)	\$100 annually
• Major encroachment established after December 31, 1990 (e.g. residence, garage, including eaves)	\$300 to \$750 annually
Development Agreement	
• (not including 3rd party professional review)	\$1,500
Road Closure / Lane Closure / Municipal Reserve Closure (Does not include LUB amendment fee, or survey costs. Applicant is charged survey costs + 10% where municipality directly pays for survey)	\$1,000
Request to convene a special meeting of the Municipal Planning Commission	\$600
Appeal to Subdivision and Development Appeal Board	\$400

• Subdivision	Contact ORRSC
Certificate of Local Authority (Condominium) fee	\$40 per unit created
Historic Resource Designation	\$0
Discharge or Postponement of Caveat (each discharge whether partial or full)	\$75
Title or Registered Document (per document)	\$25
Mobile Vending Permit	\$200
Civic Addressing	\$0 per address
<p>Fines that may be issued by the Community Peace Officer / Bylaw Enforcement Officer upon request by the Development Officer for offences, including a contravention of the Land Use Bylaw, or for non-compliance with a Development Permit or the conditions of a Development Permit, a Stop Order, a decision by the SDAB or a decision by the Court of King’s bench (Penalties and Fines in the Land Use Bylaw and relevant sections of the Municipal Government Act).</p> <p>A person who is fined for a contravention or non-compliance may pay the fine to avoid prosecution.</p> <p>A fine that is not paid is an amount owing to the Municipality.</p>	<ul style="list-style-type: none"> • \$250 for contravening any provision of the Land Use Bylaw or a DP or a condition of a DP. • \$500 for the first citation of non-compliance with or contravention of a Stop Order deadline or SDAB decision deadline or Court of King’s bench decision deadline. • \$1,000 per second and subsequent citations for every week that the non-compliance or contravention continues after the expiry of a Stop Order deadline or SDAB decision deadline or a Court of King’s bench decision deadline... <p>Maximum fine for each offence - \$10,000 or imprisonment for not more than one year, or both.</p>
<p>Fines issued by the Community Peace Officer / Bylaw Enforcement Officer upon request by the Development Officer for contravening or not complying with an Order to Address an Emergency or an Order to Remedy Dangers or Unsightly Property.</p>	<ul style="list-style-type: none"> • Minimum fine - \$300 <p>Maximum fine - \$10,000 or imprisonment for not more than one year, or both.</p>

Performance Security Deposits

Deposit Required (refundable):

To cover for possible damage to municipal infrastructure in connection with construction activity, the relocation of a building or demolition; and / or

To encourage completion of development permit conditions and compliance with associated deadlines, the Development Authority shall add a condition for a performance security deposit for the types of development permits listed in the Table below, and the development permit shall not be issued (released) and shall be of no effect until the security deposit has been paid. The performance security deposit is refundable upon completion of the condition / compliance with a deadline to the Development Officer’s reasonable satisfaction.

Forfeiture of Security Deposit:

Under the circumstances described in the Table below, the performance security deposit shall be forfeited to the Municipality as a penalty for non-completion / non-compliance by the landowner / applicant, and unless stated below, the Municipality shall not have an obligation to apply the forfeited amount towards achieving completion / compliance.

Relocation of a building or other construction activity	\$5,000, which shall be forfeited and applied towards the actual cost of repairs in the event that there is damage to municipal infrastructure, the balance for which the landowner shall be invoiced.
Building Demolition or other construction activity (when related to the use of heavy equipment on residential streets)	Up to \$20,000 dependent on the scope of the project, which shall be forfeited and applied towards the actual cost of repairs in the event that there is damage to municipal infrastructure, the balance for which the landowner shall be invoiced.
Accessory Building prior to Principal Building	\$5,000, which shall be forfeited as a penalty if the Principal Building construction is not completed within three (3) years from the date of the Accessory Building Development Permit issuance.
Development Permit Conditions, Development Completion, Deadline Compliance, Temporary Development Permit, and "Other", at the discretion of the Development Authority	Up to \$50,000, which shall be forfeited as a penalty when conditions are not satisfied or development is not completed or deadlines are not met.

Schedule “C” – Safety Codes Permit Fees

Gas Permit Fees

PLEASE NOTE: A gas permit for Multi-Family Residential** and for Non-Residential work can only be applied for by a journeyman plumber.

** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.

Single-Family Residential**, including Accessory Building, and Appliance Replacement		
Number of Outlets	Permit Fee	SCC Levy
1-5	\$ 190.00	\$ 7.60
6-10	\$250.00	\$10.00
11-15	\$310.00	\$12.40
16-20	\$375.00	\$15.00
21-25	\$410.00	\$16.40
Over 25 - \$410.00 + \$10 per additional Outlet over 25, plus SCC Levy		

Multi-Family Residential** and Non-Residential, including Accessory Building, and Appliance Replacement		
Number of BTUs	Permit Fee	SCC Levy
0 to 100,000	\$ 130.00	\$ 5.20
100,001 to 200,000	\$ 165.00	\$ 6.60
200,001 to 400,000	\$ 205.00	\$ 8.20
400,001 to 1,000,000	\$ 335.00	\$ 13.40
1,000,000 to 2,000,000	\$385.00	\$15.40
Over 2,000,000 - \$ 385.00 plus \$7.00 per additional 100,000 BTUs (or portion of), plus SCC Levy		

Miscellaneous Gas Fees		
Description	Permit Fee	SCC Levy
Temporary Service / Heat	\$ 160.00	\$ 6.40
Service Connection or Re-connection	\$ 160.00	\$ 6.40
Alteration of Gas Line	\$ 160.00	\$ 6.40
Air Test	\$ 160.00	\$ 6.40
Annual Permit – contractor or institution only	\$500.00	\$ 20.00
Propane cylinder refill center / station	\$ 285.00	\$ 11.40
Propane tank set (excluding connections to appliances)	\$ 160.00	\$ 6.40
Propane tank set (including connections to appliances)	\$ 160.00 plus \$ 15.00 per appliance connection	\$ 6.40 plus \$ 0.60 per appliance connection

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum SCC Levy of \$4.50 and a maximum SCC Levy of \$560.00.

Plumbing and Private Sewage Disposal Systems Permit Fee

PLEASE NOTE: A plumbing and PSDS permit for Multi-Family Residential** and for Non-Residential work can only be applied for by a journeyman plumber.

** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.

Plumbing Permit Fees - All Building Types (all Residential, Non-Residential, and Accessory Buildings) Including Ready-to-Move (RTM), Modular Home, Moved-In Dwelling, or Moved-In Building on a Basement or Crawlspace (but not on blocks or piles)		
Number of Fixtures / Drops	Permit Fee	SCC Levy
1-5	\$ 165.00	\$ 6.60
6-10	\$ 215.00	\$ 8.60
11-20	\$ 290.00	\$ 11.60
Over 20 - \$ 290.00 plus \$5.00 per additional fixture plus SCC Levy		
Service Connection or Reconnection	\$165.00	\$6.60
Annual Permit (Institutions)	\$500.00	\$20.00

Plumbing Permit Fees – Ready-to-Move (RTM), Modular Home, Moved-In Dwelling or Moved-In Building on blocks or piles (but no Basement or Crawlspace)		
Description	Permit Fee	SCC Levy
Ready-to-Move (RTM), Modular Home, Moved-In Dwelling or Moved-In Building on blocks or piles	\$ 165.00	\$ 6.60

Private Sewage Disposal System Fees		
Description	Permit Fee	SCC Levy
Field Mound Open Discharge Treatment Plant Lagoon	\$500.00	\$20.00
Septic Tank / Holding Tank	\$ 300.00	\$ 12.00

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum SCC Levy of \$4.50 and a maximum SCC Levy of \$560.00.

Electrical Permit Fees

PLEASE NOTE: An electrical permit may only be issued to either a Master Electrician within their scope of certification or to an owner who resides or intends to reside in a single-family residential dwelling where the electrical system serves that dwelling.

**** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.**

Homeowner’s Electrical Permit: A homeowner can only apply for a Homeowner’s Electrical Permit for the Single-Family Residence that they own and reside in or intend to reside in – i.e. they cannot apply for a permit for a property that they own but which is occupied by a tenant – an electrical contractor must apply for the permit. A homeowner who renovates properties for resale while not residing in that house, also cannot apply for a Homeowner’s Electrical Permit – it must be a contractor.

For permit fee calculation, use the table below first – if not applicable, use the second table below.

Electrical – Miscellaneous – All Residential and Non-Residential, including Addition, Renovation, Accessory Building, Minor Work, Basement		
Description	Permit Fee	SCC Levy
Service Connection or Reconnection [hot tub, A/C unit, Ready-to-Move Dwelling (RTM), Modular Home, Moved-In Dwelling, Moved-In Building]	\$ 160.00	\$ 6.40
Panel or Service Upgrade	\$ 160.00	\$. 6.40
Temporary Service / Power	\$ 160.00	\$ 6.40
Underground Power	\$ 160.00	\$ 6.40
Sign – Electrical Connection	\$ 160.00	\$ 6.40
Annual Permit (Contractor or Institution)	\$ 500.00	20.00
Alternative Energy Connection (roof mounted solar panel)	Up to 1,000 Watt - \$225.00	\$9.00
	Over 1,000 Watt - \$0.83 per 1,000 W	4% of permit fee

For permit fee calculation, use the previous table above first – if not applicable, use the second table below.

For a project valued at \$10,000 or more, plans are required for a complete application.

Project Cost for a Homeowner’s Electrical Permit - to determine the project cost / value for a Homeowner’s Electrical Permit, use this calculation formula: Project Value = Cost of Materials Estimated by Homeowner x 2.

**** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.**

Value of Materials and Labour	Single-Family** Residential (including Addition and Accessory Building)	SCC Levy	Multi-Family Residential** and Non-Residential (including Addition and Accessory Building)	SCC Levy
0-1,000	\$140.00	\$5.60	\$175.00	\$7.00
1,001-2,500	\$170.00	\$6.80	\$215.00	\$8.60
2,501-5,000	\$225.00	\$9.00	\$285.00	\$11.40
5,001-10,000	\$310.00	\$12.40	\$390.00	\$15.60
10,001-15,000	\$385.00	\$15.40	\$485.00	\$19.40
15,001-20,000	\$455.00	\$18.20	\$570.00	\$22.80
20,001-30,000	\$580.00	\$23.20	\$725.00	\$29.00
30,001-40,000	\$715.00	\$28.60	\$895.00	\$35.80
40,001-50,000	\$845.00	\$33.80	\$1,060.00	\$42.40
50,001-75,000	\$1,000.00	\$40.00	\$1,250.00	\$50.00
75,001-100,000	\$1,155.00	\$46.20	\$1,445.00	\$57.80
100,001-125,000	\$1,290.00	\$51.60	\$1,615.00	\$64.60
125,001-150,000	\$1,425.00	\$57.00	\$1,785.00	\$71.40
150,001-200,000	\$1,700.00	\$68.00	\$2,125.00	\$85.00
200,001-250,000	\$1,835.00	\$73.40	\$2,295.00	\$91.80
250,001-300,000	\$1,995.00	\$79.80	\$2,495.00	\$99.80
300,001-400,000	\$2,315.00	\$92.60	\$2,895.00	\$115.80
400,001-500,000	\$2,610.00	\$104.40	\$3,266.00	\$130.64
Over 500,000	\$2,610.00 + \$5 / additional \$1,000 + SCC Levy		\$3,266.00 + \$6.25 / additional \$1,000 + SCC Levy	

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum SCC Levy of \$4.50 and a maximum SCC Levy of \$560.00.

Building Permit Fees

Residential and Non-Residential Buildings, including Accessory Building	
Description	Permit Fee plus SCC Levy
<p>Note Minimum Fee: when the fee calculation based on square footage or on construction value* is less than \$250, the minimum fee shall be \$250.</p>	
<p>Single-Family Residential (** “Multi-Family” starts at Duplex and Semi-detached Dwelling)</p> <ul style="list-style-type: none"> New Construction [excluding Ready-to-Move (RTM), Modular Home, Moved-in Dwelling, Moved-in Building] 	\$ 6.50 per \$ 1,000 of project value* plus SCC Levy
<p>Single-Family Residential (** “Multi-Family” starts at Duplex and Semi-detached Dwelling)</p> <ul style="list-style-type: none"> Ready-to-Move (RTM), Modular Home, Moved-In Dwelling, Moved-In Building - no basement or crawlspace – on pilings or blocks. 	\$ 0.40 per square foot plus SCC Levy
<p>Single-Family Residential (** “Multi-Family” starts at Duplex and Semi-detached Dwelling)</p> <ul style="list-style-type: none"> Ready-to-Move (RTM), Modular Home, Moved-In Dwelling, Moved-In Building – placed on a basement or crawlspace. 	\$ 0.45 per square foot plus SCC Levy
<p>Multi-Family Residential (** “Multi-Family” starts at Duplex and Semi-detached Dwelling)</p> <p>and</p> <p>Non-Residential:</p> <ul style="list-style-type: none"> Public Institution Commercial Industrial Change of Occupancy 	\$7.00 / \$1000 of project value* plus SCC Levy
<p>Accessory Building 108 ft² (10m²) or larger – Residential and Non-Residential (e.g. Shop, Garage, Storage Building)</p>	\$ 6.50 per \$ 1,000 of project value* plus SCC Levy
<p>Geothermal Heating</p>	\$ 8.50 per \$ 1,000 of project value* for the geothermal system only, plus SCC Levy

Addition – all building types Interior Alteration – all building types Interior Renovation – all building types Secondary Suite	\$ 0.40 per square foot plus SCC Levy
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Building Permit Fees – Miscellaneous - All Residential (including Accessory Building) and Non-Residential (including Accessory Building)	
Description	Permit Fee plus SCC Levy
Wood Burning Stove / Solid Fuel Appliance Hot Tub / Swimming Pool Demolition Temporary Structure	\$225.00 plus SCC Levy
Deck Retaining Wall	\$ 150.00 plus SCC Levy
Hydronic Heating	Residential: \$ 150.00 plus SCC Levy Non-Residential: \$ 250.00 plus SCC Levy
Fire Alarm/Sprinkler System/Fire Suppression System	\$ 350.00 plus SCC Levy
For Geothermal Heating installation, see the previous table.	

* Project Value / Construction Value shall be determined by the Alberta Safety Codes Authority’s “Value Calculator”.

** Multi-Family Residential starts at Duplex and Semi-detached Dwelling.

The Safety Codes Council Levy shall be added to each permit based on 4% of the permit amount with a minimum SCC Levy of \$4.50 and a maximum SCC Levy of \$560.00

Miscellaneous – All Safety Codes Discipline Permit Fees (except as specified below)		
Description	Discipline	Fee plus SCC Levy, or Penalty Amount
Penalty Fee for Work Commenced Prior to Permit Issuance	All	<p>First Offence – A penalty fee that is double the regular Permit Fee (or a minimum of \$250) for the work started without a permit, and further, double the regular Permit Fee for all additional permits required for the project. The penalty fee is in addition to the regular fee, but the SCC Levy is calculated only on the regular fee.</p> <p>Example: \$100 regular fee + \$4.00 SCC Levy + minimum penalty fee of \$250 = \$354.00.</p> <p>Example: \$600 regular fee plus \$24 SCC Levy + double penalty fee of \$1,200 = \$1,824.00.</p> <p>Subsequent Offences – Triple the regular permit fee as above, with the SCC Levy calculated on the regular fee only.</p> <p>The penalty fee is calculated on the regular Permit Fee EXCLUDING the SCC Levy.</p>
Extra Inspection (Requested / No Access / Work Not Ready)	All	\$125.00 per hour (minimum of 2 hours) plus SCC Levy
Penalty Fee for Occupying a building prior to a final inspection by a Safety Codes Officer	All	<p>First occurrence: \$400.00</p> <p>Second and each subsequent occurrence: \$1,000.00 (for the same owner, contractor or agent in the same calendar year)</p> <p>The SCC Levy is not charged on a penalty fee.</p>
Occupancy and Compliance Certificate – see Schedule B Other Planning & Development Fees		
Penalty Fee for Continuing to work after a stop work order notice is posted	All	<p>First occurrence: \$500.00</p> <p>Second and each subsequent occurrence: \$1,000.00 (for the same owner, contractor or agent in the same calendar year)</p> <p>The SCC Levy is not charged on a penalty fee.</p>
Renewal / Extension of Permit	Gas, Plumbing, Electrical, PSDS	<p>Renewal / Extension request received prior to the permit expiry date:</p> <ul style="list-style-type: none"> For each one-year extension, the fee is one quarter of the original permit fee, with a minimum of \$100.00, plus the SCC Levy.

<p>Renewal / Extension of Permit</p>	<p>Building Only</p>	<p>Renewal / Extension request received prior to the permit expiry date:</p> <ul style="list-style-type: none"> • BP fees (except Miscellaneous – see second bullet for Miscellaneous) - for each one-year extension, the fee is one quarter of the original permit fee, with a minimum of \$250.00, plus the SCC Levy. • Miscellaneous BP fees - for each one-year extension, the fee is the same as the original permit fee, plus the SCC Levy.
<p>Amended Plans Review or Scope Change / Document Re-Examination</p>	<p>All</p>	<p>Residential: \$125.00 per hour (minimum of 2 hours) plus the SCC Levy; Non-Residential: \$250.00 per hour (minimum of 2 hours) plus the SCC Levy</p>
<p>Refund of Permit Fee</p>	<p>All</p>	<p>As per the Safety Codes Permit Bylaw a Permit Issuer or Safety Codes Officer may authorize a refund of the permit fee minus 50% which shall be retained by the Municipality, subject to a minimum of \$100 and a maximum of \$1,000 being retained, and further subject to the permit being cancelled before work has started.</p> <p>The Safety Codes Council Levy portion of the fee is non-refundable.</p> <p>If the permit has been revoked, expired, work has commenced or an extension has been granted, no refund will be made.</p>
<p>Variance Application Review</p>	<p>All</p>	<p>\$125 per hour (minimum of two hours) plus the SCC Levy.</p>

Schedule “D” – Protective Services Fee Schedule

Animal Control Fee Schedule	
Description	Fee
Annual dog license (tag) - spayed or neutered	\$ 25.00
Annual dog license (tag) - not spayed or neutered	\$ 50.00
Three-year dog license (tag) - spayed or neutered	\$ 60.00
Three-year dog license (tag) - not spayed or neutered	\$ 120.00
Lifetime dog license (tag) - spayed or neutered	\$ 100.00
Lifetime dog license (tag) - not spayed or neutered	\$ 200.00
Lifetime cat license (tag)	\$ 25.00
Replacement Tag	\$ 5.00
Annual residential kennel license - 3 dogs	\$ 40.00
Annual vicious animal license	\$ 1,500.00
Vicious animal sign	\$ 10.00
Seeing Eye Dog or Working Dog owned for the purpose of assisting disabled person	Exempt
Impoundment Fee	\$ 15.00
Veterinarian Costs	As Incurred
Care and Sustenance per day	\$ 7.50 per day
Trap Deposit (possession, maximum of seven days)	\$ 100.00
Trap Rental (possession, maximum of seven days)	\$ 10.00 per trap
<i>Additional general penalties and costs as per the Animal Control Bylaw 991, 2017</i>	

Environmental Services Fee Schedule	
Description	Fee
Backpack Herbicide Sprayer Deposit (possession maximum 7 days)	\$ 100.00
Backpack Herbicide Sprayer Rental (no product, possession maximum 7 days)	\$ 10.00
Backpack Herbicide Sprayer Rental + 10L Mixed Dicamba, 2,4-D Product	\$ 20.00
Herbicide Refill of 10L Mixed Dicamba, 2,4-D Product	\$ 10.00

Community Standards Bylaw Fines and Penalties		
Description	Specified Penalty	2nd and Subsequent
Improper or inadequate addressing	\$ 150.00	\$ 300.00
Nuisance on property	\$ 300.00	\$ 600.00
Failure to keep property in a reasonable state of repair	\$ 300.00	\$ 600.00
Unauthorized disposal at charity collection site	\$ 250.00	\$ 500.00
Scavenging from a charity collection	\$ 100.00	\$ 200.00
Make prohibited noise	\$ 250.00	\$ 500.00
Prohibited water flow	\$ 250.00	\$ 500.00
Prohibited outdoor lighting	\$ 250.00	\$ 500.00
Distributing placards and posters improperly	\$ 100.00	\$ 200.00
Prohibited use of compost site	\$ 300.00	\$ 600.00
Improper placement of compost site	\$ 250.00	\$ 500.00
Improper outdoor storage of building materials	\$ 250.00	\$ 500.00
Improper recreational vehicle parking/storage	\$ 250.00	\$ 500.00
Graffiti	\$ 300.00	\$ 600.00
Failure to remove graffiti	\$ 250.00	\$ 500.00
Improper blocking of unoccupied building	\$ 1000.00	\$ 2,000.00
Failure to clear walks and driveway	\$ 250.00	\$ 500.00
Failure to properly secure appliances	\$ 500.00	\$ 1000.00
Improper storage of appliances	\$ 250.00	\$ 500.00
Litter	\$ 250.00	\$ 500.00
Failure to secure/reduce wildlife attractants	\$ 250.00	\$ 1,000.00
Panhandling	\$ 150.00	\$ 300.00
Fighting or public disturbance	\$ 250.00	\$ 500.00
Spitting/human waste	\$ 300.00	\$ 600.00
Refusing to allow lawful inspection of Peace Officer	\$ 500.00	\$ 1,000.00

Cannabis Consumption – Bylaw 1022, 2019		
<i>Municipal Tag</i>		
Offense	Section	Fine
Smoke or vape cannabis in public place	4	\$ 100.00
Owner/Operator permit a person to smoke or vape in public place	5	\$ 200.00
Failure to produce medical document	6.2	\$ 100.00
<i>Violation Ticket</i>		
Offense	Section	Fine
Smoke or vape cannabis in public place	4	\$ 250.00
Owner/Operator permit a person to smoke or vape in public place	5	\$ 350.00
Failure to produce medical document	6.2	\$ 250.00

Fire Extinguisher Services					
Size	<u>Annual</u>	<u>Recharge</u>	<u>6 Year Maintenance</u>	<u>Hydro Test</u>	<u>New</u>
2.5 lb.	\$ 13.30	\$ 26.60	\$ 30.60	\$ 50.50	\$ 59.90
5 lb.	\$ 13.30	\$ 38.60	\$ 42.60	\$ 69.20	\$ 86.50
10 lb.	\$ 13.30	\$ 54.50	\$ 59.90	\$ 86.50	\$ 126.40
20 lb.	\$ 18.60	\$ 90.40	\$ 99.80	\$ 126.40	\$ 199.50
30 lb.	\$ 18.60	\$ 113.00	\$ 126.40	\$ 166.30	N/A

	<u>Extinguisher Covers</u>	<u>Wall Mount Brackets</u>	<u>Vehicle Mount Brackets</u>	<u>Pull Pins</u>	<u>Gauges</u>
5 lb.	\$ 19.00	\$ 3.00	\$ 50.00	\$ 2.00 (all sizes)	\$ 15.00 (all sizes)
10 lb.	\$ 22.00	\$ 4.00	\$ 62.00		
20 lb.	\$ 25.00	\$ 6.00	\$ 135.00		

Fire Rescue Service Fees

Fire Prevention	
Annual Code Compliance Inspection	No Charge
1 st Non-Compliance Re-Inspection	No Charge
2 nd Non-Compliance Re-Inspection	\$ 150.00
3 rd Non-Compliance Re-Inspection	\$ 300.00
Home Safety Inspections/Smoke Alarms	No Charge
Occupancy Load Certificates	\$ 50.00
Fire Investigation (per hour OR part thereof plus expenses and third-party costs)	\$ 100.00/hour

Permits	
Fire Permit	No Charge
Fireworks Permit-Consumer	No Charge
Fireworks Permit-Display	\$ 150.00

Open Burning	
Residential Fire Pits – No Permit Required	No Charge

Public Education Training	
Fire Extinguisher Training – Per Person, Minimum Charge of \$150.00	\$ 25.00
Fire Drills	No Charge

False Alarms (Related to Malfunctioning Fire Safety Installation or Other Safety Device)	
1 st Response	No Charge
2 nd Response	No Charge
3 rd Response	\$ 150.00/calendar year
4 th and Subsequent Response	\$ 300.00/calendar year

Emergency Response	
Structure Fire (Insured Loss) – Per Hour to a Maximum of \$ 10,000 plus cost of materials and Third-Party Costs	1 st 2 Hours – No Charge After 2 Hours - \$ 630.00/hour
Motor Vehicle Collision Response (Insured Loss)	\$ 630.00/hour
Hazardous Material Incident Response (apparatus rates plus cost of materials and third-party costs)	See Fire Apparatus Rates
Response to Motor Vehicle Incidents or Fire Response on Provincial Highways	Current Alberta Transportation Rates

Fire Apparatus Rates	
Aerial Ladder/Platform Truck	\$ 700.00/hour
Type VI Wildland Brush Truck	\$ 420.00/hour
Fire Engine	\$ 630.00/hour
Water Tender	\$ 630.00/hour
Heavy Rescue Truck	\$ 630.00/hour
Light Rescue Truck	\$ 420.00/hour
Utility Truck	\$ 185.00/hour
Command Vehicle (per unit)	\$ 185.00/hour
Backcountry Rescue Resources (includes OHV's, sleds, trailers – does not include tow vehicle)	\$ 200.00/hour

*Note 1 – Rates are based on current Alberta Transportation and Alberta Agriculture, Forestry and Rural Economic Development rates where available

**Note 2 – Response to incidents outside municipal boundary are as per signed agreements

Fines for Contravening or Not Complying with the Land Use Bylaw, a Development Permit or condition of, a Stop Order, an Order to Address an Emergency or an Order to Remedy Dangers or Unsightly Property – see Schedule B – Other Planning and Development Fees and Fines

Schedule “E” – Utility Rate Schedule Water, Wastewater, Solid Waste and Recycling Tariffs

Tariffs, service charges, deposits, penalties and fines for water, wastewater, solid waste, and recycling contained in this schedule are to be charged to all persons who use, receive and/or require utility service connections to the Water and/or Wastewater systems and/or access to the Municipal Solid Waste and Recycling Programs of the Municipality of Crowsnest Pass. Utility services are charged as a package.

TENANT ACCOUNTS: Utility accounts and billing/payment arrangements will only be setup with the registered property owner(s) on title.

SEASONAL OPERATIONS: All Class 8 and 9 accounts will be accessed based on the total number of beds/units/rooms on the property regardless of if some are vacant at times. Consideration may be given to seasonal operations.

SUSPENSION OF SERVICES: When or if a contractor become unavailable to supply a service, the fee will be temporarily suspended until the service is resumed.

PENALTIES FOR OVERDUE ACCOUNTS: Utility balances remaining after the due date are subject to a 2% penalty.

MULTI-USE PROPERTIES: In cases where a property has only one shut off valve and is a multi-use, the property owner will be levied at the higher rate, or a combination of rate classes will be used to determine the rate schedule.

Utility rates will decrease 21% for water, and **increase 25.0% for Sewer, 2.0% for Garbage, 2% for Residential Recycling with Commercial Recycling being 2x the Residential rate effective July 1, 2024**, and are effective from **July 1, 2024, through June 30, 2025**, with the exception of the **Senior’s Rate Reduction which will reflect 2022 rates**. All rates are billed monthly, except where noted within the schedule.

Class 1 Residential

Single-Family Residence (includes Duplexes, Manufactured Homes and Secondary Suites)

*One shut-off valve on property

Water Tariff (W1)		Wastewater Tariff (S1)		Solid Waste Tariff (G1)		Recycling Tariff (R)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 36.99	\$ 29.22	\$ 36.99	\$ 46.24	\$ 25.82	\$ 26.34	\$ 3.61	\$ 3.68

Class S Senior’s Rate Reduction - Residential

Single-Family Residence (includes Duplexes, Manufactured Homes and Secondary Suites), Senior’s Rate Reduction Program, *One shut-off valve on property

Water Tariff (WS)		Wastewater Tariff (SS)		Solid Waste Tariff (GS)		Recycling Tariff (RS)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 34.54	\$ 27.26	\$ 34.54	\$ 43.18	\$ 24.81	\$ 25.31	\$3.14	\$3.20

Class 2 Commercial

Banks and Credit Unions, Garages, Clinics <5 Exam Rooms, Libraries, Confectionaries, Offices, Pharmacies, Places of Worship, Exercise Clubs/Fitness Centres, Service Stations, Small Retail Stores, Funeral Homes, Theatres, Lumber Yards, Legions & Meeting Places/Halls, Fast Food Services/Snack Bars, Restaurants (seating capacity <20) *One shut-off valve on property

Water Tariff (W2)		Wastewater Tariff (S2)		Solid Waste Tariff (G2)		Recycling Tariff (R2)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 36.99	\$ 29.22	\$ 36.99	\$ 46.24	N/A	N/A	\$ 3.61	\$ 7.36

Class 3 Commercial

Clinics >5 Exam Rooms, Warehouse, Fabrication, Manufacturing, Machining, Welding Shops, Large Retail Stores (>6,000 Sq. Ft.), Restaurants (seating capacity > 20 <50)

Water Tariff (W3) Commercial W2 Rate x2		Wastewater Tariff (S3) Commercial Rate S2 x2		Solid Waste Tariff (G3)		Recycling Tariff (R3)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 73.98	\$ 58.44	\$ 73.98	\$ 92.48	N/A	N/A	\$ 3.61	\$ 7.36

Class 4 Commercial

Places of Entertainment, Licensed Areas, Restaurants (seating capacity 50+)

Water Tariff (W4) Commercial W2 Rate x4		Wastewater Tariff (S4) Commercial Rate S2 x4		Solid Waste Tariff (G4)		Recycling Tariff (R4)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 147.96	\$ 116.88	\$ 147.96	\$ 184.96	N/A	N/A	\$ 3.61	\$ 7.36

Class 5 Commercial

Car Wash, Coin Laundry, Laundromat, Provincial Buildings, Schools, Forestry Office

Water Tariff (W5) Commercial W2 Rate x6		Wastewater Tariff (S5) Commercial Rate S2 x6		Solid Waste Tariff (G5)		Recycling Tariff (R5)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 221.94	\$ 175.32	\$ 221.94	\$ 277.44	N/A	N/A	\$ 3.61	\$ 7.36

Class 6 Commercial

Metered Properties

Water Tariff (WATCONS)		Wastewater Tariff (S6)		Solid Waste Tariff (G6)		Recycling Tariff (R6)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 0.76/m3	\$ 0.80/m3	N/A	N/A	N/A	N/A	\$ 3.61	\$ 7.36

Class 7 Commercial

Breweries

Water Tariff (W7) Commercial W2 Rate x4		Wastewater Tariff (S7) Commercial Rate S2 x2		Solid Waste Tariff (G7)		Recycling Tariff (R7)	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 147.96	\$ 116.88	\$ 73.98	\$ 92.48	N/A	N/A	\$ 3.61	\$ 7.36

Class 8 Commercial

Manufactured Home Parks, (Single Account for Trailer Park), Residential Apartment Buildings

**Rates are monthly per bed/unit/room, *One shut-off valve on property

Water Tariff (W8) 1/3x Commercial W2 Rate x Total Number of Beds/Units/Room		Wastewater Tariff (S8) 1/3x Commercial S2 Rate x Total Number of Beds/Units/Room		Solid Waste Tariff (G8) Available for multi- residential units that opt-in		Recycling Tariff (R8) Monthly per bed/unit/room	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 12.35	\$ 9.75	\$ 12.35	\$ 15.40	\$ 25.82	\$26.34	\$ 3.61	\$ 7.36

Class 9 Commercial

Campgrounds/Recreation Parks, Cabins/Lodges, Hospital, Motels/Hotels, Nursing Homes, Senior’s Lodges

Water Tariff (W9) 1/3x Commercial W2 Rate x Total Number of Beds/Units/Room		Wastewater Tariff(S9) 1/3x Commercial S2 Rate x Total Number of Beds/Units/Room		Solid Waste Tariff (G9)		Recycling Tariff (R9) Monthly per account	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
\$ 12.35	\$ 9.75	\$ 12.35	\$ 15.40	N/A	N/A	\$ 3.61	\$ 7.36

Schedule “F” – Operations Fee Schedule

Ad Hoc Service Charges/Fees and Fines to be Invoiced as Incurred

Type of Service	Description	Service Fee	Notes
Bulk Wastewater Dumping	Septic and Wastewater Contractors		See Septage Disposal Facility Bylaw
Bulk Water	Bulk Water Customers	\$1.00 per m ³	
Use of Fire Hydrant and Water	Use of fire hydrant, consumption flow meter and hydrant water	Prohibited	
Overdue Account Penalty Warning System	Tagging, or sending notices for overdue accounts	\$60.00	
Water Service Disconnect	Disconnect for non-payment of account	\$60.00	During regular work hours
	During regular working hours	\$0	
	Outside of regular working hours	\$320.00	
	Emergency	\$0	Emergency is an unexpected, unplanned situation that requires immediate attention to prevent property damage.
Water Service Reconnect	Reconnect following disconnection for non-payment of account	\$60.00	During regular work hours
	During regular working hours	\$0	
	Outside of regular working hours	\$320.00	
	Emergency	\$0	Emergency is an unexpected, unplanned situation that requires immediate attention to prevent property damage.
Thawing Frozen Lines	As Requested	Cost Recovery	Includes truck, welder, and operator’s wages and benefits
Fridge & Freezer Freon Removal Charge		\$30.00 per unit	
Road Use Agreement	As Requested	\$400	Includes admin fee, as well as pre and post inspections. Additional inspections are \$100ea.
Excavation Permit	As Requested	\$250	Includes admin fee, as well as pre and post inspections;

Type of Service	Description	Service Fee	Notes
Sidewalk and Street Patio Permit	As Requested	\$50	Per storefront up to maximum of \$200

Cemetery Fees		
Cemetery Plot - Burial		
Adult/Child		\$700.00
Infant (5yrs and under)		\$250.00
Social Services		Current Provincial Rate
Cemetery Plot - Cremation		
Adult/Child		\$250.00
Infant (5yrs and under)		\$100.00
Plot - Opening and Closing		
Cemetery plot - opening and closing - adults/children		\$350.00
Cemetery plot - opening and closing - infants		\$200.00
Cemetery plot - opening and closing - cremation		\$250.00
Additional Fees		
Burials during weekend or statutory holidays		\$400.00
Burials prior to 7am or after 3pm on Monday to Friday		\$300.00
Cemetery work permit		\$30.00

Deposits		
Type of Service	Description	Amount
Use of Fire Hydrant and Water	Use of fire hydrant, consumption flow meter and hydrant water	\$120.00

Administrative Surcharge and Service Contracts	
Equipment Custom Work	Based on Current Alberta Road Builders & Heavy Construction Equipment Rental Rate Guide
Utility Service Installations	As per Utility Installation Contract Agreement

Transportation and Operations	
Passburg Pit Dumping Fees - Closed to Commercial until Further Notice	
Single Axle End Dump Truck (Up to 10 Tonnes)	\$150.00
Tandem Axle End Dump Truck (Up to 13 Tonnes)	\$200.00
Tridem Axle End Dump Truck (Up to 19 Tonnes)	\$300.00
Large End Dump Truck (Up to 25 Tonnes)	\$400.00
Tandem Truck and Tandem Pup (Up to 25 Tonnes)	\$400.00
Tandem Truck and Tridem Pup (Up to 31 Tonnes)	\$500.00
Tridem Truck and Tandem Pup (Up to 31 Tonnes)	\$500.00
Tridem Truck and Tridem Pup (Up to 37 Tonnes)	\$600.00
Tandem Truck and Large End Dump Trailer (Up to 40 Tonnes)	\$650.00
Tridem Truck and Large End Dump Trailer (Up to 43 Tonnes)	\$700.00
<p>*All weighted axle configurations may require overweight term permits as required by Ministry of Infrastructure Commercial Vehicle Weigh Scales Inspections at an additional cost to the contractor over and above the Municipality of Crowsnest Pass tipping fees rates and fees schedule. Other truck and axle configurations not noted above are subject to a pro-rated tipping fee as per the above rates and fees schedule.</p>	

Fines	
Type of Service	Amount
Non-conformance to Watering Regulations – 1 st Offence	\$ 75.00
Non-conformance to Watering Regulations – 2 nd Offence	\$ 150.00
Non-conformance to Watering Regulations – 3 rd Offence	\$ 225.00
Unauthorized Use of Fire Hydrants	\$ 500.00
Unauthorized Operation of Service Valves	\$ 150.00
Destruction, Obstruction or Covering of Service Valves	Cost Recovery (Includes equipment, and operator’s wages and benefits)
Illegal Dumping or Disposal	\$ 500.00

Schedule “G” – Community Services Fee Schedule

Prices include G.S.T. Statutory Holidays are 150% of Adult Rate

Prime Time: Mon to Fri 5:00 p.m. on and Saturday & Sunday

Non-Prime Time: Mon to Fri up to 5:00 p.m.

Youth: 17 & Under / Adult: 18 & Over

SPORTS COMPLEX ICE ARENA	Oct 2024 to Mar 2025	Oct 2025 to Mar 2026
Youth Hourly Non-Prime Time	\$37.00	\$37.50
Youth Hourly Prime Time	\$74.00	\$75.00
Local Youth Daily Non-Prime Time	\$370.00	\$375.00
Local Youth Daily Prime Time	\$740.00	\$750.00
Adult Hourly Non-Prime Time	\$ 56.00	\$56.50
Adult Hourly Prime Time	\$112.00	\$113.00
Local Adult Daily Non-Prime Time	\$560.00	\$565.00
Local Adult Prime Time	\$1120.00	\$1130.00
Non-Resident Youth Hourly	\$112.00	\$112.50
Non-Resident Youth Daily	\$1120.00	\$1125.00
Non-Resident Adult Hourly	\$167.00	\$169.50
Non-Resident Adult Daily	\$1670.00	\$1695.00

COMPLEX DRY FLOOR & MDM GYM	2024 (COMPLEX – April to September	2025 Complex – April to September
Youth Hourly	\$33.50	\$33.75
Youth Daily	\$300.50	\$303.75
Adult Hourly	\$50.25	\$50.50
Adult Daily	\$450.75	\$454.50
Commercial Resident Hourly	\$62.75	\$63.25
Commercial Resident Daily	\$563.50	\$569.25
Non-Resident Youth Hourly	\$50.25	\$50.60
Non-Resident Youth Daily	\$450.75	\$455.50
Non-Resident Adult Hourly	\$75.25	\$75.75
Non-Resident Adult Daily	\$676.00	\$681.75
Non – Resident Commercial Hourly	\$94.00	\$94.60
Non-Resident Commercial Daily	\$845.00	\$852.25
AB Government Hourly	\$71.75	\$72.25
AB Government Daily	\$644.00	\$649.25
Special Events setup/ Teardown per hour	\$65.00	\$66.00
Recreation Pickle ball (drop in)	\$5.00	\$5.00
Recreation Volleyball (drop in)	\$5.00	\$5.00
Recreation basketball (drop in)	\$5.00	\$5.00
Arena Glass removal and reinstall	\$2240.00	\$2520.00

ELKS HALL & COMPLEX LOUNGE	2024	2025
Youth Hourly	\$24.75	\$25.00
Youth Daily	\$221.00	\$225.00
Adult Hourly	\$37.00	\$37.50
Adult Daily	\$331.50	\$337.50
Repetitive Daily (Minimum of 5 consecutive weekly bookings)	\$224.25	\$225.00
Commercial Resident Hourly	\$46.25	\$46.75
Commercial Resident Daily	\$414.25	\$421.75
Non-Resident Youth Hourly	\$37.00	\$37.50
Non-Resident Youth Daily	\$331.50	\$337.50
Non-Resident Adult Hourly	\$55.25	\$56.25
Non-Resident Adult Daily	\$497.00	\$506.25
Non – Resident Commercial Hourly	\$69.25	\$70.25
Non-Resident Commercial Daily	\$621.50	\$632.75
AB Government Hourly	\$53.00	\$53.50
AB Government Daily	\$473.50	\$482.25
MDM KITCHEN / COMPLEX KITCHEN	2024	2025
Non-Lease holder Hourly Rate	\$25.00	\$25.00
Lease Holder Hourly Rate (MDM)	\$15.00	\$15.25
MDM/COMPLEX MEETING ROOM #11 & STAGE	2024	2025
Youth Hourly	\$12.25	\$12.50
Youth Daily	\$110.25	\$112.50
Adult Hourly	\$18.50	\$18.75
Adult Daily	\$165.50	\$168.75
Local Commercial Hourly	\$23.00	\$23.50
Local Commercial Daily	\$206.75	\$211.50
Non-Resident Youth Hourly	\$18.50	\$18.75
Non-Resident Youth Daily	\$165.50	\$168.75
Non-Resident Adult Hourly	\$27.75	\$28.25
Non-Resident Adult Daily	\$248.25	\$254.25
Non – Resident Commercial Hourly	\$34.50	\$35.30
Non-Resident Commercial Daily	\$310.25	\$317.80
AB Government Hourly	\$26.25	\$27.00
AB Government Daily	\$236.25	\$242.25
Janitorial service for leased rooms/ per hour	\$49.25	\$49.90
Lease Rental Space(based on per square foot yearly)	\$6.96/SQ	\$7.05

COMPLEX CONCESSION IF NOT UNDER A LEASE AGREEMENT	2024	2025
Youth Daily Only – No hourly	\$107.75	\$109.50
Adult Daily Only – No hourly	\$107.75	\$164.25
Commercial & Non-Resident Daily	\$107.75	\$205.25
ADDITIONAL	2024	2025
FACILITY DAMAGE DEPOSIT Minimum \$500.00 or ½ of total	\$500.00	\$500.00
STAFF HOURLY LABOUR RATE per operator for set up/clean up	\$65.00	\$65.00

EQUIPMENT RENTAL /Per event	2024	2025
MDM Black Curtains	\$500.00	\$500.00
Chandelier	\$100.00	\$100.00
MDM/Elks Screen	\$25.00	\$25.00
Projector	\$50.00	\$50.00
Portable Sound System	\$75.00	\$75.00
Portable Stage 12 x 24	\$250.00	\$250.00
Tablecloths Per 1	\$3.00	\$3.00
Tables (each, if not included in a facility)	\$5.00	\$5.00
Chairs (each, if not included in a facility)	\$1.50	\$1.50
Ice machine (per bag)	\$2.00	\$2.00
Ice machine	\$20.00	\$20.00
ELECTRICAL (Gazebo Park/Complex/ Flumerfelt)	\$30.00	\$30.00

ADVERTISING	2024	2025
Arena Rink Board (4'x8')	\$500.00/year	\$500.00/year
Ice Logo	\$500.00/year	\$500.00/year
Ice Resurfacer (per side)	\$500.00/year	\$500.00/year

SOCCER FIELDS	2024	2025
Non-Resident Daily Tournament Rate	\$125.00	\$135.00
Local Daily Tournament Rate	\$85.00	\$85.00
Youth (Season Rate per player)	\$14.00	\$15.00
Adult (Season Rate per player)	\$30.00	\$30.00
Non- Resident hourly Rate	\$20.00	\$25.00

BALL DIAMONDS	2024	2025
Youth (Season Rate per player)	\$14.00	\$15.00
Adult (Season Rate per player)	\$30.00	\$30.00
Non- Resident (hourly rate)	\$20.00	\$25.00
Tournament (Non-Resident Daily Rate):	\$125.00	\$225.00
Tournament (local daily)	\$85.00	\$85.00
Special event use facility daily booking(local)	\$85.00	\$100.00
Special event use facility daily booking (non-resident)	\$125.00	\$225.00

Schedule “H” – Pass Powderkeg & Crowsnest Pass Community Pool Fee Schedule

Pass Powderkeg Ski Area

Day Tickets	Full Day	Half Day	Twilight
All Lift Access			
Adult (Ages 18-64)	\$54.99	\$34.99	\$22.50
Youth (Ages 7-17)	\$44.99	\$29.99	\$19.99
Senior (65-74)	\$44.99	\$29.99	\$19.99
Child (0-6)	\$19.99	\$14.99	\$9.99
Super Senior (75+)	\$19.99	\$14.99	\$9.99
Bunny Hill	Free	Free	Free
Single Lift Access (Early Season Rate)			
Adult (Ages 18-64)	\$33.99	\$23.99	\$17.99
Youth (Ages 7-17)	\$26.99	\$17.99	\$12.49
Senior (65-74)	\$26.99	\$17.99	\$12.49
Child (0-6)	\$9.99	\$4.99	\$4.99
Super Senior (75+)	\$9.99	\$4.99	\$4.99
Bunny Hill	Free	Free	Free
Promotional			
Chinook Arch Library Pass (All Ages)	Free		
Group Pricing (Group meaning over 12 people. Discount valid on lift tickets, rentals, and lessons. School groups are not included)	10% off		
Full Package (Skis/Board, Boots, Helmet)			
Adult (Ages 18-64)	\$36.99	\$26.99	\$16.99
Youth (Ages 7-17)	\$29.99	\$22.99	\$15.99
Child (0-6)	\$14.99	\$12.99	\$9.99
Senior (65-74)	\$29.99	\$22.99	\$15.99
Super Senior (75+)	\$14.99	\$12.99	\$9.99
Skis/Board Only			
Adult (Ages 18-64)	\$23.99	\$17.99	\$10.99
Youth (Ages 7-17)	\$19.99	\$13.99	\$9.99
Child (0-6)	\$9.99	\$7.99	\$4.99
Senior (65-74)	\$19.99	\$13.99	\$9.99
Super Senior (75+)	\$9.99	\$7.99	\$4.99
Poles Only			
All Ages	\$5.00	\$5.00	\$5.00
Rentals			
Helmet Only (All Ages)	\$7.50	\$7.50	\$7.50
Snowshoe Rental: (All Ages)	\$15.00		

Seasonal Rental	2023/24	2024/25
Adult	\$209.99	\$214.99
Youth	\$199.99	\$204.99
Child	\$164.99	\$169.99
Senior	\$199.99	\$204.99
Super Senior	\$164.99	\$169.99

Snow School	2023/2024	2024/25
Learn to Turn Intro	\$79.99	\$79.99
Learn to Turn Full Package	\$274.99	\$274.99
Learn to Turn Progression Package	\$194.99	\$194.99
PPK Rippers Single Session	\$149.99	\$149.99
PPK Rippers Both Sessions	\$259.99	\$259.99
PPK Rippers Holiday Week	\$99.99	\$99.99
Weekend Youth Program	\$149.99	\$149.99
Little Cubs Single Session	\$79.99	\$79.99
Little Cubs Single Session 4 Pack	\$287.99	\$287.99
Little Cubs Single Session 6 Pack	\$407.99	\$407.99
Kinder Cubs Single Session	\$59.99	\$64.99
Kinder Cubs Single Session 4 Pack	N/A	\$233.99
Kinder Cubs Single Session 6 Pack	N/A	\$350.99
1.5-hour group	\$59.99	\$59.99
1 hr. private lesson (up to 2 people)	\$89.99	\$89.99
1.5 hr. private lesson (up to 2 people)	\$134.99	\$134.00
Senior's Program	\$10.00	\$10.00
4 pack of private lessons	10% off	10% off
6 pack of private lessons	15% off	15% off

Race Training (Per 2.5 Hour Block)	Per Athlete
7 or fewer athletes (block rate)	\$350.00
8-12 Athletes	\$50.00/Athlete
13-18 Athletes	\$47.00
19+ Athletes	\$45.00

Signage Sponsorship Opportunities	Regular Rate	Renewal Rate
Tower Signage	\$250.00	\$225.00
Saturday Night Skiing Sponsorship	\$800.00	N/A

Season Passes	Full Season	2024/25
Resident Rate		
Adult (Ages 18-64)	\$229.99	\$234.99
Youth (Ages 7-17)	\$183.99	\$189.99
Senior (65-74)	\$183.99	\$189.99
Child (0-6)	\$29.99	\$29.99
Super Senior (75+)	\$29.99	\$29.99
Family of 4+	\$724.99	\$729.99
Family of 3 (2 adults, 1 youth)	\$604.99	\$609.99
Non-Resident Regular Rate		
Adult (Ages 18-64)	\$329.99	\$334.99
Youth (Ages 7-17)	\$261.99	\$265.99
Senior (65-74)	\$261.99	\$265.99
Child (0-6)	\$29.99	\$29.99
Super Senior (75+)	\$29.99	\$29.99
Family of 4+ (Includes 2 adults and all dependents under the age of 18 within same household)	\$891.99	\$895.99
Family of 3 (2 adults, 1 youth)	\$734.99	\$739.99
Learn to Turn Graduate/Other Passholder Season Pass Discount		25% Off
Uphill Pass (All Ages)	\$25.00	\$25.00

Facility Rental	
Hourly	\$ 32.00
Daily	\$ 256.00
Washroom Trailer Rental (Per Weekend)	\$ 250.00
• Subsequent Days	\$ 125.00
Yurt Rental – Per Day	\$70.00
Yurt Rental – Hourly	\$20.00

School Rates				
Local's Rate	Lift, Lesson, Rental	Lift, Rental	Lift, Lesson	Lesson only
Full Day	\$46.50	\$36.50	\$36.50	\$22.00
2 hour or less visit	\$25.00	\$25.00	\$25.00	\$25.00
Regular Rate	Lift, Lesson, Rental	Lift, Rental	Lift, Lesson	Lesson only
Full Day	\$52.00	\$39.00	\$39.00	\$23.00
2 hour or less visit	\$28.00	\$28.00	\$28.00	\$28.00

Crowsnest Pass Pool

2024 Crowsnest Pass Pool Rates	
Daily Admission	
Family (Includes 2 adults and all dependents under the age of 18 within same household)	\$20.00
Adult (18-64 years old)	\$8.00
Senior (65 and over)	\$6.00
Youth (7 to 17 years old)	\$6.00
Child (3 to 6 years old)	\$5.00
Toddler (0-3 years old)	Free
5 Use Flex Pass Prices	
Family (Includes 2 adults and all dependents under the age of 18 within same household)	\$85.00
Adult (18-64 years old)	\$34.00
Senior (65+ years old)	\$25.50
Youth (7-17 years old)	\$25.50
Child (3-6 years old)	\$21.25
Toddler (0-3 years old)	Free
Seasons Pass	
Family (Includes 2 adults and all dependents under the age of 18 within same household)	\$240.00
Adult (18-64 years old)	\$99.00
Senior (65+ years old and over)	\$72.00
Youth (7-17 years old)	\$72.00
Child (3 to 6 years old)	\$60.00
Toddler (0-3 years old)	Free
Lessons	
Private per lesson (½ hour) *Up to 2 people per private lesson.	\$30.00
Private Lesson Discount	10% off for 4 lessons 15% off for 6 lessons
National Lifesaving Society Parent & Tot lessons	\$59.00
National Lifesaving Society Preschool lessons	\$59.00
National Lifesaving Society Swimmer lessons	\$59.00
National Lifesaving Society Adult Swimmer lessons	\$64.00
National Lifesaving Society Swim Patrol lessons	\$85.00
National Lifesaving Society Bronze Star	\$200.00
National Lifesaving Society Bronze Medallion	\$200.00
National Lifesaving Society Bronze Cross	\$200.00
National Lifesaving Certificate	\$380.00

Facility Rental	
1 Hour Private Pool Rental (Up to 75 people)	\$150.00
Sponsored Swim Rate	\$450.00
Pass Piranhas Pool Rental	\$55.00



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.c

Subject: Bylaw 1216, 2025 - 2025 Property Tax Rates Bylaw - First Reading

Recommendation: That Council gives first reading of Bylaw 1216, 2025.

Executive Summary:

The annual property tax rate bylaw sets out the assessed values by class and calculates the tax rates required to raise budgeted tax revenue in accordance with property tax policies. The amount of tax revenue required to balance the 2025 budget was presented and approved by Council on November 28, 2024.

Administration recommends municipal tax rates for the various residential and non-residential properties based upon the budgeted tax requirement, assessed property values and other directions provided by Council. The proposed bylaw, when passed, will authorize Administration to levy the 2025 Municipal Taxes, Alberta School Foundation Fund (ASFF), and the Designated Industrial Property (DIP) Requisitions.

Council approved the 2025 Operating and 2025-2026 Capital Budget on November 28, 2024 with a Municipal Tax requirement of \$12,048,252 which required a 1.0% mill rate increase.

This will result in an additional \$1,485,075 of taxes generated. Administration is recommending these additional funds be transferred to reserve to be allocated to future capital projects. Currently the reserves are being funded at 30% of the depreciation, which is causing a compounding backlog of underfunding. The result is that roads, water, sewer and facilities cannot be maintained/replaced as required. This is apparent by the large numbers of potholes on some roads or repeated failures along sections of water and sewer mains. With this increased transfer to reserves, this would bring depreciation funding up to approximately 63%. For context on infrastructure costs, this would complete approximately 200m of a neighbourhood renewal (road, water, sewer, sidewalks), or half of the windows & doors for the MDM, or one fire engine.

Relevant Council Direction, Policy or Bylaws:

- The Municipal Government Act (MGA) Section 353(1) states: "Each Council must pass a property

tax bylaw annually".

- On November 28, 2024 Council approved the 2025 Operating and Capital Budgets.
- The 2025 Municipal tax requirement to balance the budget is a total of \$12,048,252.

Discussion:

The 2025 Property Tax Rate Bylaw has been prepared with a 1.0% mill rate increase.

The annual bylaw sets out the assessed property values by class and calculates the tax rates required to raise budgeted tax revenue in accordance with property tax policies. The amount of tax revenue required to balance the 2025 budget was presented and approved by Council on November 28, 2024. In preparing the 2025 budget, Administration adjusted the tax requirement to reflect the Provincial Government paying 50 percent of the grants-in-place-of-taxes. However, during the February 27, 2025 Alberta Budget, the Provincial Government announced they will pay 75% of the grants-in-place-of-taxes, which is used while preparing the Tax Rate Bylaw.

The Municipality's Assessor (Benchmark Assessment Consultants) has provided the assessment values used to calculate the proposed taxes for 2025. The total taxable assessed base for 2025 is \$1,626,992,610 (2024 was \$1,434,192,460) for a net increase of \$192,800,150.

The increase can be attributed to new properties being added, re-evaluations due to sales, site visits identifying additions to properties, and changes in classifications including sale of municipal land that now becomes taxable. The increase in assessment is broken down between growth and inflation. The increase in assessment growth equates to \$45,791,150 (21.7%) and inflation (increase in existing properties) \$165,535,420 (78.3%), both excluding the exempt properties. Increase in assessment from growth is 2.5% and from inflation is 9.1%. Residential Growth in assessment was \$30,290,220 and Inflation was \$145,969,830 compared to Non Resident growth in assessment of \$15,768,010 and inflation of \$4,195,990.

The assessment growth report from Benchmark is a one time report generated when the year is rolled forwarded. For assessment purposes growth includes new buildings added, additions to existing properties (eg. new deck, shed or garage added in the year) or reclassification between assessment classes. Inflation is the net change between last year assessment value and this year's assessment value when no physical changes to the property has occurred.

The increased assessment of \$192,800,150 will result in additional taxes being generated of \$1,485,075. The \$1,485,075 in tax dollars generated from the increase in assessment value is less the ~\$59,000 for the Province paying 75 percent of their taxes.

The Alberta School Foundation Fund (ASFF) rate for 2025 is \$4,144,260.

The Designated Industrial Property (DIP) requisition rate for 2025 is not known at the time of first reading. We expect to receive the DIP rate at the end of March, prior to second & third reading. For the purposes of our calculations, the 2024 DIP rate of 0.0765 is used. However, there is not much impact if it increases since the amount is an in and out transaction.

The Senior Housing request for 2025 has been included as part of the Municipal Tax amount for the amount of \$398,750 to be paid out as a grant and no requisition will be sought this year.

A 1.0% property tax increase combined with the growth and inflation amount for 2025 would result in a combined tax revenue of \$13,533,327 compared to the 2025 Budget approval in November where \$12,048,252 was required to balance the budget. This is a net increase of \$1,485,075 that could be used for initiatives that were deferred to 2026 and/or putting additional funds aside in reserves for future expenses and unknowns in 2026 with varying product inflation. These additional funds could also be allocated towards some unanticipated expenses in 2025.

A 1% change to the tax rate currently generates approximately \$133,000.

Analysis of Alternatives:

- Council can approve first reading of the 2025 property tax bylaw with a 1.0% tax increase as approved in Budget 2025
- Council can set a different tax rate

Financial Impacts:

Depends on the mill rates chosen.

Attachments:

[1216, 2025 - 2025 Property Tax Rate Bylaw.docx](#)

MUNICIPALITY OF CROWNEST PASS

BYLAW NO. 1216, 2025

2025 PROPERTY TAX RATE BYLAW

BEING a bylaw of the Municipality of Crowsnest Pass, in the Province of Alberta, to authorize the rates of taxation to be levied against assessable property within the Municipality of Crowsnest Pass for the 2024 Taxation Year.

WHEREAS pursuant to section 353(1) of the Municipal Government Act, RSA 2000, c. M-26, as amended from time to time, a Council must pass a property tax bylaw annually;

AND WHEREAS the Municipality of Crowsnest Pass has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting on November 28, 2024;

AND WHEREAS the estimated municipal expenditures and transfers set out in the budget for the Municipality of Crowsnest Pass for 2025 total \$26,682,454, excluding amortization expense;

AND WHEREAS the estimated municipal revenues and transfers from all sources other than general municipal taxation is estimated at \$14,634,202 with \$12,048,252 to be raised by general municipal taxation, resulting in balanced budget for 2025;

AND WHEREAS the requisitions are:

Alberta School Foundation Fund (ASFF)

Residential & Farmland	\$3,415,550
Non-residential	<u>\$728,502</u>
	\$4,144,052

Designated Industrial Property Tax Requisition \$5,897

AND WHEREAS the Council of the Municipality is required each year to levy on the assessed value of all property, tax rates sufficient to each class of property, subject to the Municipal Government Act, RSA 2000, c. M-26, as amended from time to time;

AND WHEREAS the Council of the Municipality of Crowsnest Pass is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, RSA 2000, c. M-26, as amended from time to time;

AND WHEREAS the assessed value of all property in the Municipality of Crowsnest Pass as shown on the assessment roll is:

Residential & Farmland	\$1,410,667,210
Machinery & Equipment	\$182,670
Vacant Non-residential	\$24,815,900
Small Business Property	\$114,236,960
Other Non-Residential	<u>\$77,089,870</u>
	<u><u>\$1,626,992,610</u></u>

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

1. Short Title

1.1 This Bylaw shall be cited as the “2025 Property Tax Rate Bylaw”.

2. Definitions

2.1 In this Bylaw:

- (a) “**Act**” means the Municipal Government Act, RSA 2000, c. M-26 and regulations, as amended from time to time.
- (b) “**Council**” means the municipal council of the Municipality of Crowsnest Pass.
- (c) “**Designated Industrial (DI) Property**” means Designated Industrial Property as defined under Section 284(1) (f.01) of the Act.
- (d) “**DI Property Requisition**” means the Designated Industrial Property tax rate set by the Minister in accordance with Section 359.3 of the Act.
- (e) “**Farmland**” means land used for farming operations as defined in the regulations.
- (f) “**Municipality**” means the Municipality of Crowsnest Pass in the Province of Alberta.
- (g) “**Non-Residential**” in respect of property, means linear property, components of manufacturing or processing facilities that are used for the cogeneration of power or other property on which industry, commerce or another use takes place or is permitted to take place under a land use Bylaw passed by a Council, but does not include Farm Land or land that is used or intended to be used for permanent living accommodation.
- (h) “**Property Tax**” means a tax in respect of property imposed pursuant to Division 2 of Part 10 of the Act.
- (i) “**Residential**” in respect of property, means property that is not classed by the assessor as Farmland, machinery and equipment or Non-Residential; and,

2.2 All other terms used in this Bylaw shall have the meaning as is assigned to them by the Act, to the extent that said meaning differs from the ordinary meaning of such terms.

3. Property Tax

3.1 That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipality of Crowsnest Pass;

3.2 And furthermore, that pursuant to the provisions of Section 357(1) of the Municipal Government Act, where the application of the tax rates established by the bylaw to the assessment of any taxable property would result in a tax levy payable for general municipal purposes, of less than \$575, the tax shall be assessed at \$575 and deemed to be the tax levy payable:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential & Farmland	\$10,182,337	\$1,410,667,210	0.0072181
Machinery & Equipment	\$3,347	\$182,670	0.0183234
Vacant Non-Residential	\$341,035	\$24,815,900	0.0137426
Small Business Property	\$1,569,913	\$114,236,960	0.0137426
Other Non-Residential	\$1,398,564	\$77,089,870	0.0181420
Minimum Tax	\$97,137		
Alberta School Foundation Fund			
Residential & Farmland	\$3,415,758	\$1,403,409,220	0.0024339
Non-Residential	\$728,502	\$198,705,540	0.0036733
Designated Industrial Property	\$5,897	\$77,089,870	0.0000765

4. Severability

- 4.1 Each Section of this Bylaw shall be read and construed as being separate and severable from each other Section. Furthermore, should any Section or Part of this Bylaw be found to have been improperly enacted for any reason, then such Section or Part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

5. Enactment

- 5.1 This Bylaw shall come into force and effect when it has received third reading and has been duly signed.

READ a **first** time in council this 11 day of March 2025.

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

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.d

Subject: Bylaw 1217, 2025 1 - Land Use Bylaw Amendment - Redesignate Lot 49, Block 1, Plan 081 2254 from Comprehensive Ski Village (CSV) to Recreation and Open Space (RO-1) - First Reading

Recommendation: That Council give first reading to Bylaw 1217, 2025.

Executive Summary:

Bylaw 1217, 2025 proposes the rezoning of land from Comprehensive Ski Village CSV to Recreation and Open Space RO-1, for the purpose of designating the lands as Municipal Reserve under Bylaw 1219, 2025 (elsewhere on this Council Agenda).

Relevant Council Direction, Policy or Bylaws:

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

Land Use Bylaw No. 1165-2023

Discussion:

The parcel is under the ownership of the Municipality. In a previous housekeeping land use bylaw amendment (Bylaw 1130, 2022) where land was redesignated from CSV to RO-1 in the Ski-hill area and the Southmore subdivision, this parcel was overlooked for redesignation. This was brought to the attention of Administration and the correction is being made under Bylaw 1217, 2025 and Bylaw 1219, 2025.

At the time of the Southmore Subdivision, the subject parcel was dedicated as open space to accommodate the Municipal Southmore water pump house and drainage infrastructure. The remainder of the parcel is a narrow green space that lies between the High Pressure Gas Line (TC Energy) and a one-way sub-standard public road intended as an emergency access/egress.

Bylaw 1217, 2025 is associated with Bylaw 1219, 2025 to designate the subject property as "Municipal Reserve" (elsewhere on this Council Agenda). A public hearing is not required for Bylaw 1219, 2025, but since Bylaw 1217, 2025 is a land use bylaw amendment that does require a public hearing, the two

bylaws will run concurrently with first reading and be brought back to Council on the same date for second and third readings.

Analysis of Alternatives:

Council should proceed with first reading of Bylaw 1217, 2025 and schedule a public hearing.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1217, 2025.docx](#)

[Bylaw 1217, 2025 Schedule A.pdf](#)

[Bylaw 1217, 2025 - Schedule A with 2021 Aerial Photo.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1217, 2025
LAND USE BYLAW AMENDMENT – Redesignate Lot 49, Block 1, Plan 081 2254

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 49, Block 1, Plan 081 2254, containing ±0.45 ha (1.11 acres), from “Comprehensive Ski Village – CSV” to “Recreation and Open Space – RO-1”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the proposed amendment is to provide for the opportunity to use the lands in accordance with the provisions of the “Recreation and Open Space – RO-1” district.

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

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

1. The Land Use District Map be amended to redesignate the lands legally described as Lot 49, Block 1, Plan 081 2254, containing ±0.45 ha (1.11 acres), from “Comprehensive Ski Village – CSV” to “Recreation and Open Space – RO-1”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

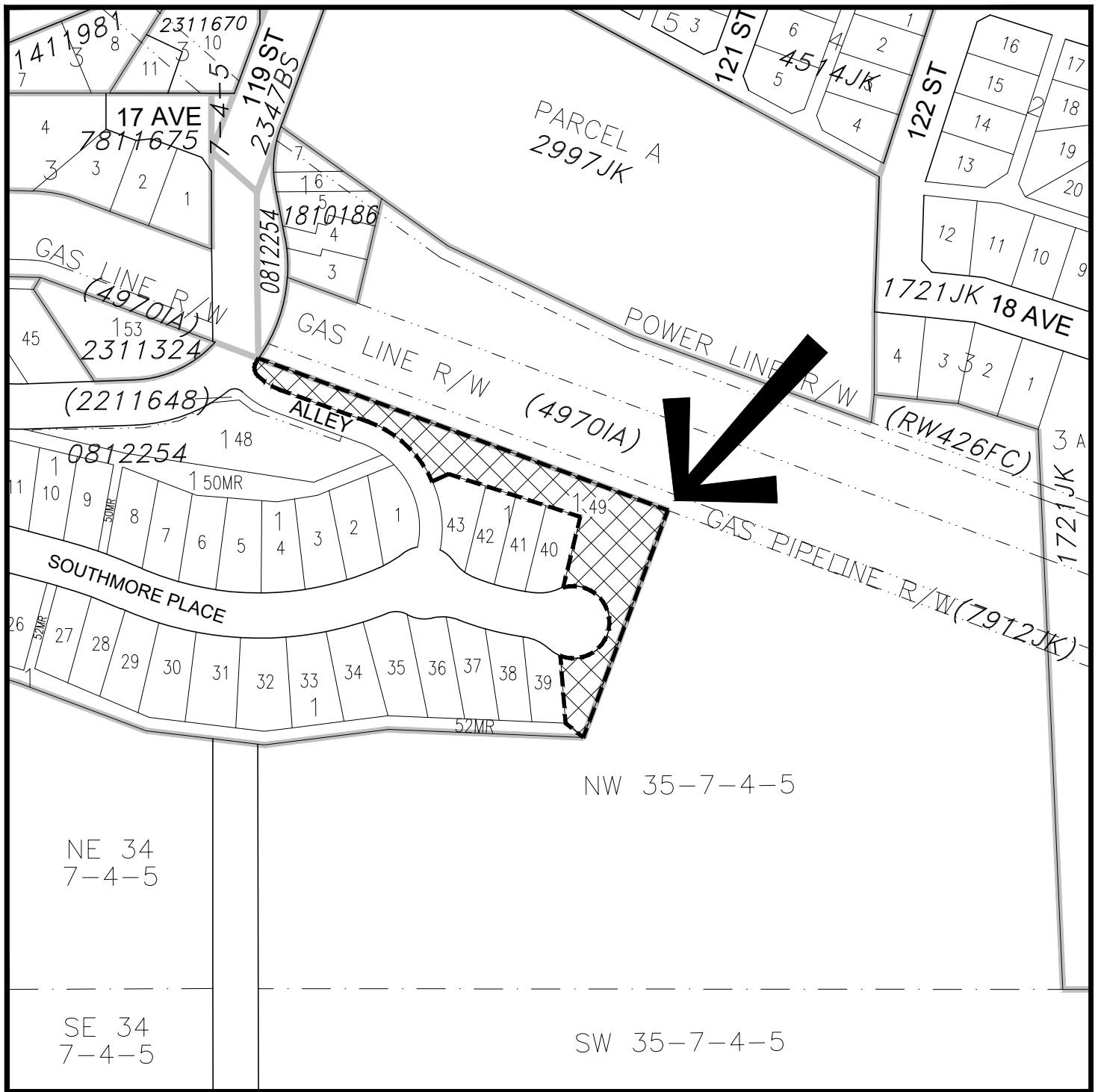
READ a **first** time in council this _____ day of _____ 2025.

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

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Comprehensive Ski Village CSV
TO: Recreation & Open Space RO-1

LOT 49, BLOCK 1, PLAN 0812254 WITHIN
NW 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: JANUARY 23, 2025

Bylaw #: 1217, 2025

Date: _____



0 Metres 50 100 150 200



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

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Aerial Photo Date: May 19, 2021



FROM: Comprehensive Ski Village CSV
TO: Recreation & Open Space RO-1

LOT 49, BLOCK 1, PLAN 0812254 WITHIN
NW 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWNSNEST PASS
DATE: JANUARY 23, 2025

Bylaw #: 1217, 2025

Date: _____



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



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.e

Subject: Bylaw 1219, 2025 - Land Use Bylaw Amendment - Designate Lot 49, Block 1, Plan 081 2254 as "Municipal Reserve" - First Reading

Recommendation: That Council gives first reading of Bylaw 1219, 2025.

Executive Summary:

Bylaw 1219, 2025 proposes to designate the subject property (Municipally-owned) in the Southmore subdivision as "Municipal Reserve".

Relevant Council Direction, Policy or Bylaws:

Section 665, Designation of Municipal Land, Municipal Government Act, RSA 2000, c M-26. (MGA)

Discussion:

The parcel is under the ownership of the Municipality. In a previous housekeeping land use bylaw amendment (Bylaw 1130, 2022) where land was redesignated from CSV to RO-1 in the Ski-hill area and the Southmore subdivision, this parcel was overlooked for redesignation. This was brought to the attention of Administration and the correction is being made under Bylaw 1217, 2025 and Bylaw 1219, 2025.

At the time of the Southmore Subdivision, the subject parcel was dedicated as open space to accommodate the municipal Southmore water pump house and drainage infrastructure. The remainder of the parcel is a narrow green space that lies between the High Pressure Gas Line (TC Energy) and a one-way sub-standard public road intended as an emergency access/egress.

Although a public hearing is not required for Bylaw 1219, 2025, Bylaw 1217, 2025 (elsewhere on this Council Agenda) is a land use bylaw amendment to redesignate the subject parcel from Comprehensive Ski Village CSV to Recreation and Open Space RO-1. Bylaw 1217, 2025 and Bylaw 1219, 2025 will run concurrently with first reading and be brought back to Council on the same date for second and third readings. Bylaw 1217, 2025 will have a public hearing prior to second and third readings.

Analysis of Alternatives:

Council should proceed with first reading of Bylaw 1219, 2025.

Financial Impacts:

N/A

Attachments:

[Bylaw 1219, 2025 - MR designation.docx](#)

[Bylaw 1219, 2025 -Schedule A.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1219, 2025
A BYLAW TO DESIGNATE CERTAIN LANDS AS MUNICIPAL RESERVE

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta for the purpose of designating a parcel of Municipally-owned land as Municipal Reserve.

WHEREAS section 665 of the Municipal Government Act, RSA 2000, c. M-26, as amended, authorizes Council to designate, by bylaw, a parcel of land that the Municipality owns, as Municipal Reserve; and

WHEREAS the Council of the Municipality of Crowsnest Pass has determined that it is prudent to designate Lot 49, Block 1, Plan 0812254 as Municipal Reserve as shown in Schedule "A" attached hereto and forming part of this bylaw.

NOW THEREFORE, be it resolved that the Council of Municipality of Crowsnest Pass, enacts as follows:

1. The lands legally described as Lot 49, Block 1, Plan 0812254, within the NE¼ 34-7-4-W5M, containing ±0.45 ha (1.11 acres), excepting thereout all mines and minerals, is hereby designated as Municipal Reserve as shown on Schedule 'A' attached hereto and forming part of this bylaw.
2. This bylaw comes into effect upon third and final reading hereof.

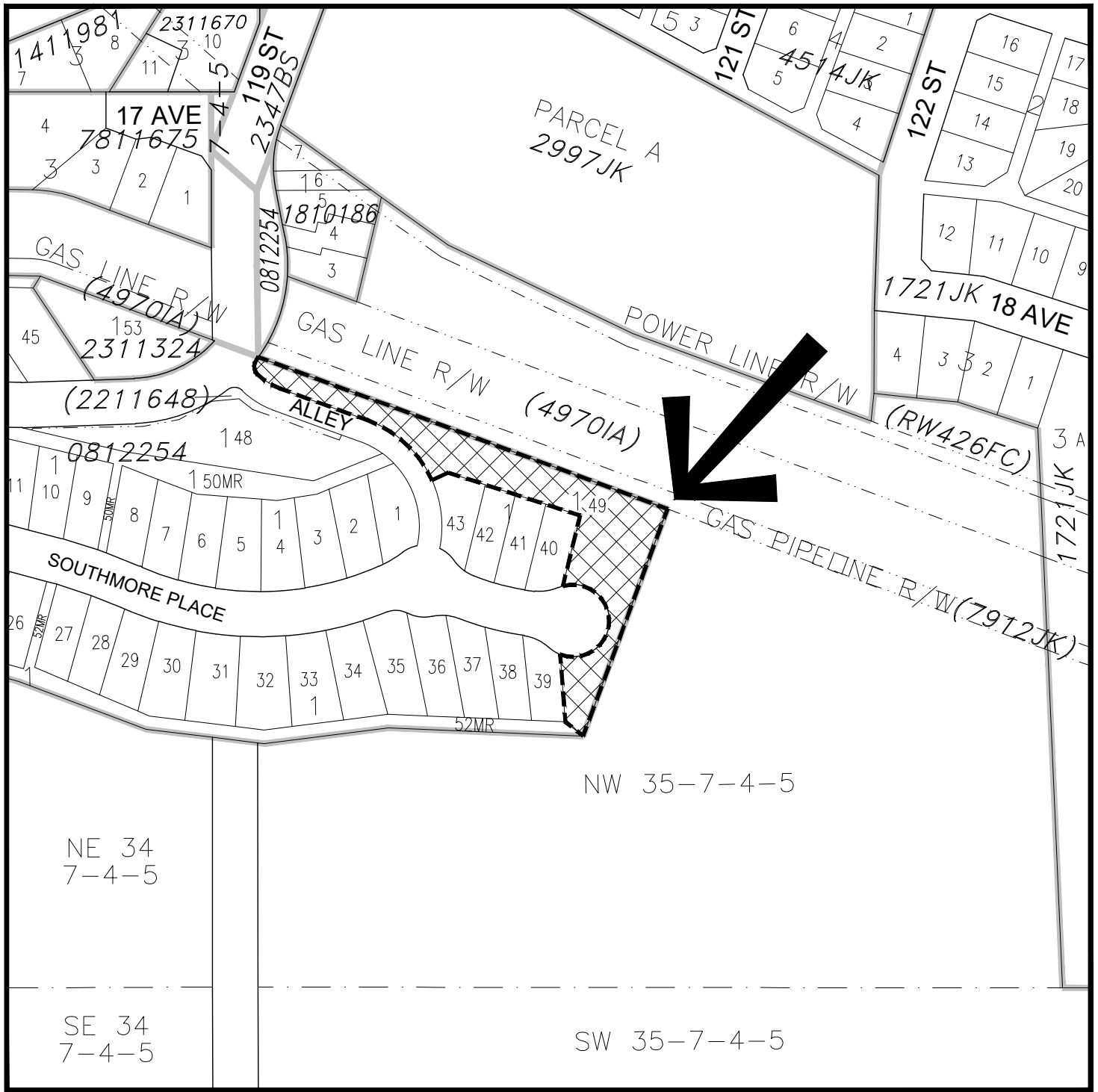
READ a **first** time in council this _____ day of _____ 2025.

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

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



**DESIGNATION OF MUNICIPAL RESERVE
SCHEDULE 'A'**



PARCEL TO BE DESIGNATED AS MUNICIPAL RESERVE

LOT 49, BLOCK 1, PLAN 0812254 WITHIN
NW 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWNSNEST PASS
DATE: FEBRUARY 10, 2025

Bylaw #: 1219, 2025

Date: _____



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

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

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February 10, 2025 N:\C-N-P\CNP LUD & Land Use Redesignations\Crowsnest Pass - Bylaw 1219, 2025 - Lot 49, Block 1, Plan 0812254.dwg



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.f

Subject: Bylaw 1220, 2025 - Road Closure Bylaw - First Reading

Recommendation: That Council gives first reading to Bylaw 1220, 2025.

Executive Summary:

Bylaw 1220, 2025 proposes to close an undeveloped portion of 133 Street, Blairmore for the registration of a certificate of title for residential use.

Relevant Council Direction, Policy or Bylaws:

Section 22 of the Municipal Government Act
Motion 16-2024-07-16

Discussion:

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

The purpose of the proposed road closure is to create a parcel for residential development.

The road allowance is likely to never be constructed due to the steep slope. The vacant land is adjacent to an existing residence to the east and a municipal owned parcel with a playground to the west. The surrounding area is predominantly in the Residential R-1 land use designation. South of the proposed parcel is the Old Sartoris Landfill property.

Water and wastewater services are accessible along 15 Avenue and connections will be at the cost of the applicant.

After public hearing, the road closure bylaw will be submitted to the Minister of Transportation and Economic Corridors for review. After the Minister's approval, the bylaw will be brought back to Council to consider second and third readings. After third reading, the bylaw will be submitted to the

Land Titles Office to register a new certificate of land title.

Analysis of Alternatives:

Council should proceed with first reading of Bylaw 1220, 2025.

Financial Impacts:

N/A

Attachments:

[Bylaw No. 1220, 2025.docx](#)

[Bylaw 1220, 2025 - Schedule A.pdf](#)

[Bylaw 1220, 2025 -Schedule A Road Closure\(Aerial\).pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1220, 2025
ROAD CLOSURE

BEING a bylaw of the Municipality of Crowsnest Pass for the purpose of closing to public travel and creating title to and disposing of portions of a public roadway in accordance with section 22 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

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

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

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

AND WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with sections 216.4 and 606 of the Municipal Government Act,

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

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

**ALL THAT PORTION OF 133 STREET SHOWN AS AREA 'A' ON PLAN _____,
CONTAINING 0.125 HECTARES (0.31 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS**

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

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

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

PUBLIC HEARING scheduled for the _____ day of _____ 2025 and advertised in the Crowsnest Pass Herald on the _____ and _____ day of _____ 2025.

APPROVED this ____ day of _____, 20____.

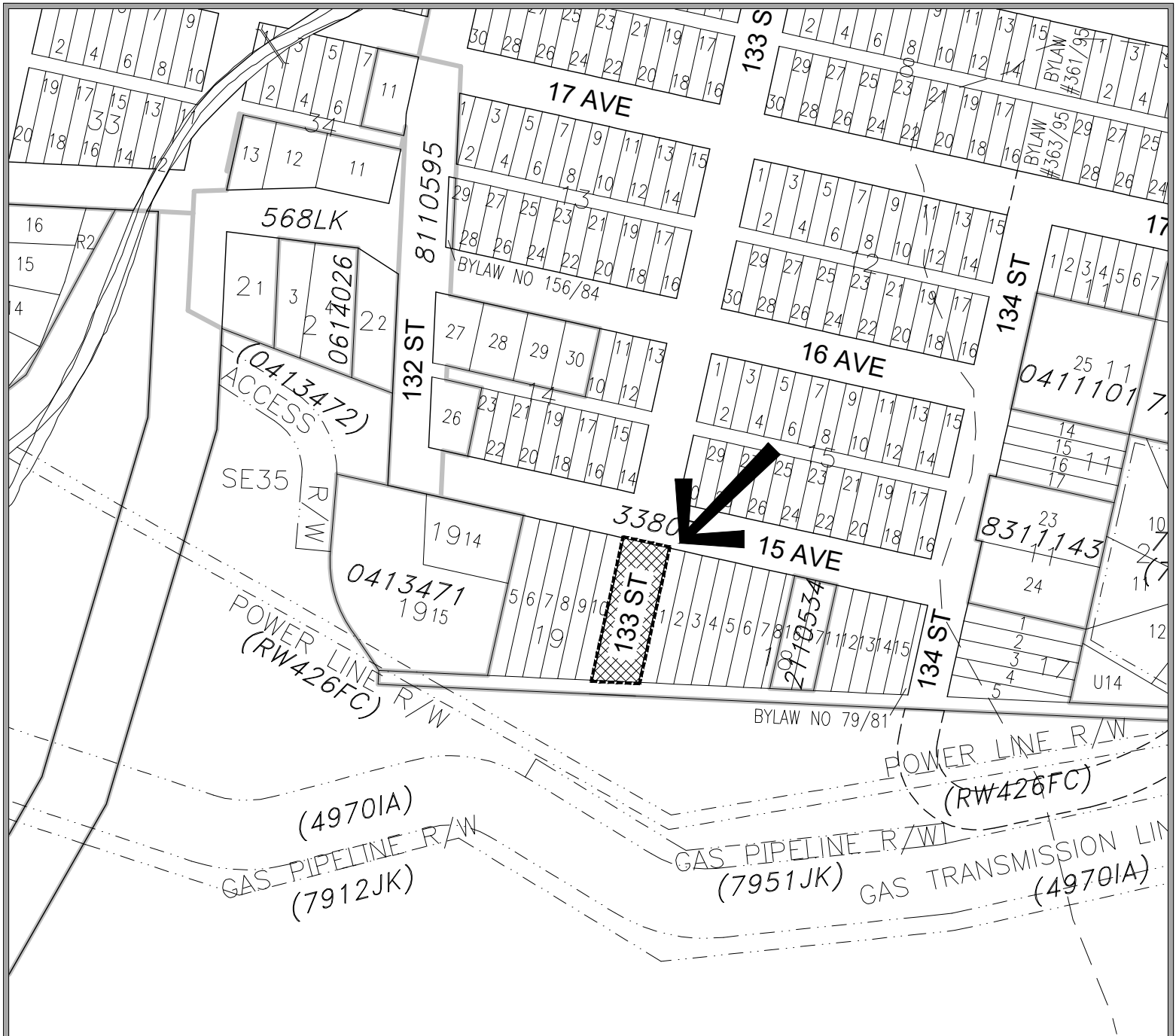
Minister of Transportation and Economic Corridors

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

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

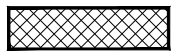
Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



PROPOSED ROAD CLOSURE SCHEDULE 'A'

PLAN _____



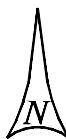
AREA 'A'

CONTAINING 0.125 HECTARES (0.31 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

WITHIN SE 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: CROWSNEST PASS (BLAIRMORE)
DATE: FEBRUARY 26, 2025

Bylaw #: 1220, 2025

Date: _____



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

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



PROPOSED ROAD CLOSURE SCHEDULE 'A'

PLAN _____



AREA 'A'

CONTAINING 0.125 HECTARES (0.31 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

WITHIN SE 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: CROWSNEST PASS (BLAIRMORE)
DATE: FEBRUARY 26, 2025

Bylaw #: 1220, 2025

Date: _____



OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 50 100 150 200



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

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.g

Subject: Bylaw 1221, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as: a portion of NW¼ 21-7-3-W5M, containing ±0.76 ha (1.9 acres), from "Recreation & Open Space – RO-1" to "High Density Residential – R-3"; and Lot 35, Block 2, Plan 831 1587, containing 0.38 ha (0.9 acres), from "Non-Urban Area – NUA-1" to "High Density Residential – R3" and; Lot 15, Block 7, Plan 111 2697, containing ±2.19 ha (5.4 acres), from "Recreation & Open Space – RO-1" to "High Density Residential – R-3" - Second and Third Reading

Recommendation: That Council gives second and third readings of Bylaw 1221, 2025.

Executive Summary:

Bylaw 1221, 2025 proposes to redesignate the said lands for the purpose of allowing the landowner / applicant to apply for development permits, to develop "Apartment Building not exceeding 3 storeys or 14.0m (45.9 ft)", which is a permitted use in the R-3 district.

Bylaw 1221, 2025 received first reading on February 11, 2025. A notice of the public hearing was mailed to landowners in the neighbourhood of 222nd Street, 221st Street, and 214th Street. The notice of public hearing was advertised in the Pass Herald on February 19th and 26th, 2025 as well as posted on the Municipal Website, Social Media and the Municipal Mobile App.

The applicant has a conditional purchase offer with the Municipality to acquire these lands at the current assessed market value. These lots were assessed as vacant unserviced residential lots.

Both sites lend themselves well to this type of development and are supported by several principles within the MDP and LUB. Both sites will need to get a historic resource clearance, as almost all properties within the community have been assigned some sort of designation of potential significance. A more detailed review was completed for the the Bellevue property as a site concept has been generated and allowed for greater analysis. The Bellevue site is within an identified growth node, increases unit density towards targets, does not have a significant impact on utilities or roadways, and is in close proximity to community facilities.

Relevant Council Direction, Policy or Bylaws:

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

Municipal Development Plan No. 1059, 2020

Land Use Bylaw No. 1165, 2023

Discussion:

Bylaw 1221, 2025 proposes to redesignate the subject lands to facilitate three proposed developments that are intended to address the rental and attainable housing shortage in the community by providing apartment style rental units. The applicant proposes three locations (3- titled areas) in the Crowsnest Pass; two in Bellevue and one in Coleman.

Bellevue Parcels:

The 1.89 acre and 0.95 acre parcels as shown on **Schedule A** are located southeast of the MDM Community Centre. A closed road parcel (Bylaw 342,1994) separates the two subject properties. It connects 214th street and 30 Ave. It is required for access as well as utilities such as water, wastewater, electricity, gas, and telecommunications. This parcel would be re-registered as a road allowance as part of this development.

Growth Node

The properties are identified in the 2021 Municipal Development Plan (MDP) Bylaw 1059, 2020 as a future growth node (page 53 - 55, par. 1.7.3 and the associated Map 5). Significant public consultation was undertaken in the preparation of the MDP. Section 2 of the MDP speaks to expanding the housing options through encouraging a range of diverse and attainable, quality housing options, including multi-unit buildings that require less maintenance than single family homes. Without available options to expand into the natural areas that surround the community, the MDP identifies specific growth nodes for infill development, sets a target housing density, and requires a mix of housing types for new residential development. These growth nodes within and adjacent to existing urban areas are intended for a range of housing forms, including smaller houses, duplexes, multi-unit residential buildings (row houses and town houses), and apartments, that can accommodate the growing population in the needed market segment of rental units and unique housing forms.

Density

As part of the 1983 subdivisions of the lands to the east and west, there was a large multi-family lot identified to the north that encompassed approximately 3.2 acres. This lot was not developed as part of the original subdivision plan and was later subdivided in a different configuration as part of a 2007 subdivision, however this shows the intent that a higher density development within the area was conceptualized as far back as 1980. With looking at the immediate area surrounding these sites, there is approximately 30.7 acres with 8.9 acres utilized for roadways and 1.4 acres for green space. This results in a net developable area of 20.4 acres. There is currently 76 housing units developed and 26 lots available for additional single family homes. This results in an existing density of approximately 5.0 units per acre. Adding the 108 apartment units in the proposed development on the two subject parcels, the density of the area would increase to 10.3 units per acre, which is still below the target density of 12.0 units per acre as established in the MDP. As part of the proposed growth nodes, the

MDM lands and the Ewashen lands could have an additional 20 acres of developable lands. These lands would have the potential for an additional 240 to 275 units in the area.

Utilities

The Municipality undertook to investigate the infrastructure in the neighbourhood in order to update the Infrastructure Master Plan by including the infrastructure required for the proposed development along with including / updating the infrastructure projects completed last year. The information then allows modelling to be done to show how the system would perform. From the investigation, it was determined that the majority of South Bellevue water and sewer was upgraded in the 2010's, except for 222nd Street, 224th Street and 30th Avenue.

With the recent infrastructure upgrades, and the addition of infrastructure required to service the proposed development, the model shows that for existing conditions, sufficient water service pressure would be supplied under peak hour demand flow conditions, and there would be minimal to no pressure reduction as a result of including the proposed development. The recent upgrades significantly improved the fire flows throughout Bellevue, however there remains some areas with below ideal fire flows, which will not be increased until some additional watermain looping to the north is completed. The addition of the proposed development would slightly decrease the fire flows, however the section of watermain that would be added to service the proposed development would help improve the fire flows once the watermain looping is completed. The fire flow levels are adequate for normal residential development, however it may be substandard for some types of apartment facilities and this will be determined during design of what is needed for fire flows in the area. As the developer proceeds into design stage, their engineer will need to determine the exact fire flow requirements to be able to determine what, if any, upgrades are needed specific to this development. Given the existing substandard fire flows in the area, the looping project to the north is strongly being considered at this time.

The model also shows that there are two sections of the sewer system that are over capacity currently during wet weather flow conditions. These are a portion of 224th street between 29th and 30th Avenue; and the downstream portion of the collection system beyond 27th Avenue and 226th Street. Given the amount over capacity, likely the 1983 subdivision shouldn't have been allowed without first addressing these substandard pipes. With the addition of the proposed development, there would be sufficient capacity in all other pipes beyond the ones that already have capacity issues. A preliminary analysis was also done for the future growth lands, and most pipes should have sufficient capacity other than potentially a section of 214th Street. Given the existing capacity issues and risk of surcharging in wet weather conditions, these project are strongly being considered at this time.

Traffic Volume

Traffic volumes will increase on 222nd Street and 27th Avenue, as this will be the most direct route in and out. Volumes along the east end of 214th Street, east end of 222nd Street and 31st Avenue will likely decrease, as residents in Mohawk Meadows will likely choose to use the new 30th Avenue connection. With saying that, the volume of traffic being proposed will not be beyond what the road network will be able to handle. The one area of concern that was recently brought up was the MDM entrance. Currently the MDM entrance is controlled by a yield sign. While no accidents have been reported at this location, it will be monitored and can be upgraded to a stop sign if required. Additionally, the MDM entrance road will be reviewed in the future when the MDM lands are being

considered for development.

Proximity to Community Facilities

The parcels are located near the MDM community center, which has numerous programs along with the French immersion school. There is also a playground located at the MDM, that the Municipality is upgrading in 2025. Just to the east is the Bellevue Fire Hall, resulting in very quick engine response times. These proximity considerations were part of the reasons why this area was identified as a growth node in the 2021 MDP.

Historic Resource Designation

A Restrictive Covenant is registered on the title of the subject lands under the Historic Resources Act. The applicant has made an OPaC (Online Permitting and Clearance) application related to the Restrictive Covenant and Historic Resource Value. The HRV 4a identifies that the area contains an archaeological historic resource that may require avoidance or assessment. In 1980 and 1999, adjacent lands that are in the same HRV category received clearance and were developed (e.g. the subdivision on the 221st Street cul-de-sac that is adjacent to the subject lands, as well as the Mohawk subdivision along 214th Street and 29th Avenue). The east subject parcel for the proposed development was part of the 1980 clearance letter and therefore would not be subject to additional clearance requirements. For the west subject parcel, it could be reasonably expected that the subject lands can receive development clearance, provided that the required investigations are completed and approved by the provincial agencies. A consultant has already been hired by the developer and will be completing the required field investigations once ground frost has thawed.

Site Concept

A conceptual site plan (revised) and a conceptual elevation rendering of the proposed development are attached for the two Bellevue properties. The site plan shows that this type of development meets the minimum standards of the Land Use Bylaw for the R-3 district, other than parking stalls for the east site.

One of the conditions of development approval would be compliance with the Historic Resources Act. Other conditions could include matters to address transportation, landscaping, development of public amenities on the adjacent Municipally-owned MR parcel, and other site design considerations for an infill development in a mature neighbourhood, and/or for multi-family housing in a manner that is consistent with the relevant MDP policies (see summary further below).

Coleman Parcel:

The 5.4 acre parcel as shown in Schedule B is east of the existing Manufactured Home Community in West Coleman. A Phase II Environmental Site Assessment dated July 28, 2008, for the Municipality of Crowsnest Pass recommends that residential development on this property must include an air exchange system in the crawl space of each unit or, alternately a vapour barrier beneath each residential foundation. A conceptual site plan was not received for this parcel yet, as the developer is still evaluating a layout, however they have indicated the intention for high density housing. There are water and wastewater mains in close proximity, so servicing is possible and will be evaluated further once a concept plan is completed. Given the proximity to Highway 3, there will only be increase traffic volumes on 64th Street.

Considerations for Both Sites

Existing Housing Types

Within the 2019 CARES report, it identified that there are limited housing options for employees and residents. As of 2023, the Municipality has 4011 dwellings. According to the 2021 Census, 84% of homes within the community are single family homes. According to the 2024 GOA Apartment Vacancy and Rental Cost Survey, the Municipality has 61 rental units within the community. At the time of the survey, there were 3 vacant units; 1 walk-up and 2 commercial store-top. The vacancy rates have decreased between 2023 to 2024 from 6.4% to 4.9%.

Addressing Affordable Housing

An article by PACD Homes from June 24, 2024 speaks to how multi-plex buildings have a role in addressing affordable housing in Canada. This article is attached for information.

Assessment

While the Municipal assessor does not have a crystal ball, it is unlikely that this development will have a negative impact on the property values surrounding it. Generally speaking, more people within the community will stimulate more economy, which will drive the market up further. Additionally, view is not something that is directly factored into assessment, especially in our community, as we have scenic views in all directions. Some may be from windows, some from yards, some from roads, however generally, purchasers are awe struck by the views, and do not directly know what views may have existed previously, therefore it does not usually affect sale prices.

Summary of MDP Policies Relevant to Housing (Chapter 4 Goals and Policies, Section 2 Expanding Our Housing Options):

- "The Municipality of Crowsnest Pass is home to a diverse population and with economic changes on the horizon the municipality is poised to attract new residents. Historically, housing within Crowsnest Pass was made up of modest, smaller homes accommodating mining families. Today the majority of housing in the municipality is still single detached dwellings. To support existing residents and a growing population, the future of housing in the Municipality will include a range of affordable, innovative residential choices".
- "The unique geography and dramatic topography of Crowsnest Pass offers tourism opportunities and lifestyle advantages to residents of the Municipality, but these factors also limit the available locations for future residential development. To protect wildland areas, and take advantage of natural connections to infrastructure, residential growth shall be directed to key nodes adjacent to existing urban sites. To accommodate increases in population without expanding into natural areas, the Municipality has set a target housing density and requires a mix of housing types for new residential development".
- "The approach to housing in the Municipality is closely aligned with the emphasis provided in the South Saskatchewan Regional Plan on making efficient use of existing infrastructure and providing a range of innovative housing designs and densities within communities. Focused, more intensive residential development in Crowsnest Pass provides choice to residents and

supports increased population to bolster local economic growth and support a vibrant social life".

2.1 New Residential Development

- Policy 2.1.4 Infill development - "Residential infill development *shall be promoted throughout the community*". "Infill development *shall* be designed to *respect mature neighbourhoods* by being compatible ... to existing dwellings in the neighbourhood, while bearing in mind modern day housing trends."

2.2 Multi-Unit Residential Design Standards

- Policy 2.2.1 Impact on Adjacent Development - "Multi-unit residential buildings shall be introduced into neighbourhoods thoughtfully and with high quality design to ensure compatibility with existing development. Buildings and sites shall be designed in a manner that ensures adjacent residential development has privacy and access to sunlight, which could include thoughtful window placement, articulation of the facade, and *stepping down the height of a building that is adjacent to lower density residential development*."
- Policy 2.2.3 Access to Outdoor Amenity Space - "... multi-unit residential developments shall ... where possible be located *adjacent to or in close proximity to parks or open space*."
- Policy 2.2.5 Seniors Housing - "The Municipality recognizes the *need for housing options that accommodate seniors*, ... including *multi-unit buildings that require less maintenance* than single family homes ...".

2.3 Considerations for Residential Development

- Policy 2.3.1 Inclusionary Housing - "Findings from the Crowsnest Pass Health Data and Summary (2017) revealed *a need to develop housing strategies geared toward low-income families* the *Municipality should seek to support inclusionary housing* by requiring that developers of new housing development provide a certain percentage of units as affordable housing ...".
- Policy 2.3.3 Innovative Housing - "The Municipality recognizes that *housing trends are continually shifting* and that to provide an affordable range of housing options, *innovative housing ideas should be considered and implemented where possible. Alternative housing forms should be incorporated into communities where appropriate*, such as cluster housing, tiny homes, and mixed-use buildings".

Land Use Bylaw No. 1165, 2023 Land Use District High Density Residential R-3 Maximum Height Standards:

- An Apartment Building not exceeding 3 storeys is a permitted use with a maximum height of 14.0m (45.9ft).
- A Multi-Unit Residential Building (three or more attached Dwelling units, each with its own exterior access) is a discretionary use with a maximum height of 12.0m (40ft) for a 3-story building or 10.0m (32.8ft) maximum height for a 2-story building, which for comparison is the same height standard as the standard for a Single-Detached Dwelling.

Land Use Bylaw Standards (delegated to the Development Authority)

Schedule 4 – Standards of Development

12. INFILL DEVELOPMENT IN MATURE NEIGHBOURHOODS

12.1 An application for redevelopment or infill in a mature neighbourhood shall be consistent with the Municipal Development Plan policies.

12.2 The Development Authority shall require that a development permit application for infill development in a mature neighbourhood or area of historic significance is compatible with existing mature development, with regard to building height, mass and style, yard setbacks, roof slopes, slope-adaptive building and site design considerations, density, and other standards as may be deemed applicable. The Development Authority may impose development permit conditions to ensure that an infill development complies with this standard.

13. LANDSCAPING AND SCREENING

13.1 The Development Authority shall impose development permit conditions for commercial, industrial, "Tourism Accommodation", multi-unit residential and apartment development, and bareland condominium development for a permitted or discretionary use relative to improving the aesthetic appearance of a development, including by the requirement of landscaping (with a requirement to use xeriscaping and/or recommended drought-tolerant vegetation and/or drip-irrigation), screening and/or buffering, when such requirements could serve to improve the quality and/or compatibility of the proposed development, reduce water consumption for yard care, and/or to bring the development into compliance with the standards set out in this Bylaw.

22. QUALITY AND DESIGN OF DEVELOPMENT

22.1 In addition to the standards established in this Bylaw, the Development Authority may require additional standards as a condition of a development permit, in order to improve the quality of any proposed development such as, but not limited to, hard-surfaced parking areas, exterior finishes to buildings, landscaping, yard setbacks, slope-adaptive building and site design considerations, and the impact on existing development in mature neighbourhoods or areas of historic significance.

22.2 Development shall comply with the following standards:

(b) The Development Authority may regulate the exterior finish of buildings or signs to improve the quality of any proposed development within any land use district.

Schedule 5 - STANDARDS FOR APARTMENT, MULTI-UNIT RESIDENTIAL AND MIXED-USE BUILDINGS

3. MAXIMUM DENSITY

3.1 The maximum density for Apartments, Multi-Unit Residential and Mixed-Use Buildings contemplated in this Schedule shall be determined by the Development Authority on a case by case basis with regard for the criteria in Administrative Section 13, the slope-adaptive building and site design considerations in Schedule 4, and the impact on adjacent development, parking requirements, the provision of outdoor amenity space, architectural interest at the pedestrian scale and access to existing and planned trails as per the policies in Section 2.2 of the Municipal Development Plan (i.e. Multi-unit Residential Design Standards on page 62 in the MDP).

Process

If Council approved the redesignation of these parcels, the applicant would be required to make subdivision and/or development permit applications. The review and processing of those applications would identify matters that need to be resolved to facilitate the proposed developments, such as water and wastewater servicing, stormwater management, road construction, landscaping, and other items that may be identified during the review.

In the 2023 land use bylaw ***Council delegated to the Development Authority*** the mandate to consider and impose conditions on a development permit for an infill development in a mature neighbourhood, and/or for multi-family housing ***in a manner that is consistent with the relevant MDP policies*** (Land Use Bylaw Schedule 4 Standards of Development, sections 12.2, 13.1, 22.1, and 22.2, and Schedule 5 Standards for Apartment, Multi-unit Residential, and Mixed-use Buildings).

The proposed development of "Apartment Building not exceeding 3 storeys or 14.0m (45.9 ft)" is a permitted use in the R-3 district in the Land Use Bylaw. Adjacent landowners have the right to appeal a development permit for a permitted use if one or more development standards established in the land use bylaw were varied with the development permit approval.

Analysis of Alternatives:

1. Following the Public Hearing, Council may consider second and third readings of Bylaw 1221, 2025. In view of the pressing need for housing development not only in the Crowsnest Pass but in the province and the country, and based on the 2021 Municipal Development Plan (MDP) policies relative to housing needs and the fact that the subject lands are a pre-identified growth node in the MDP, which received significant public consultation during its preparation, and the provisions in the 2023 Land Use Bylaw regarding infill development in a mature neighbourhood and regarding multi-family housing in a manner that is consistent with the relevant MDP policies, and the fact that adjacent landowners have the right to appeal a development permit for a permitted use that included a variance to a development standard, Administration recommends that Council give second and third readings to the bylaw, thereby facilitating the development permit process to take its course.
2. If additional information was required by Council and/or amendments to the bylaw were proposed by Council, Council may defer second reading of Bylaw 1221, 2025 and provide direction to Administration regarding changes to the bylaw. Pursuant to section 216.4 (5) of the

Municipal Government Act: *"After considering the presentations made to it about a proposed bylaw ... at the public hearing and after considering any other matter it considers appropriate, the Council may ... make any amendment to the bylaw ... it considers necessary and proceed to pass it without further advertisement or hearing"*.

3. Council may defeat Bylaw 1221, 2025.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1221, 2025.docx](#)

[Bylaw 1221, 2025 - Schedule A.pdf](#)

[Bylaw 1221, 2025 - Schedule A Aerial Photo.pdf](#)

[Bylaw 1221, 2025 - Schedule B.pdf](#)

[Bylaw 1221, 2025 - Schedule B Aerial Photo.pdf](#)

[Revised _Bellevue Site.pdf](#)

[IMG_5801.png](#)

[Density Analysis.pdf](#)

[Addressing the Affordable Housing Shortage in Canada_ The Role of Multi-Plex Buildings.pdf](#)

**MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1221, 2025**

LAND USE BYLAW AMENDMENT – Redesignate Lot 15, Block 7, Plan 111 2697; Lot 35, Block 2, Plan 831 1587; & a prtn of NW¼ 21-7-3-W5M

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

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as:

- A. A portion of NW¼ 21-7-3-W5M, containing ±0.76 ha (1.9 acres), from “Recreation & Open Space – RO-1” to “High Density Residential – R-3”, and Lot 35, Block 2, Plan 831 1587, containing 0.38 ha (0.9 acres), from “Non-Urban Area – NUA-1” to “High Density Residential – R3”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
- B. Lot 15, Block 7, Plan 111 2697, containing ±2.19 ha (5.4 acres), from “Recreation & Open Space – RO-1” to “High Density Residential – R-3”, as shown on Schedule ‘B’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the proposed amendment is to provide the opportunity to use and develop the lands in accordance with the provisions of the “High Density Residential – R-3” 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 NW¼ 21-7-3-W5M; Lot 35, Block 2, Plan 831 1587; and Lot 15, Block 7, Plan 111 2697, to “High Density Residential – R-3”, as shown on Schedules ‘A’ and ‘B’ attached hereto and forming part of this bylaw.
- 2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
- 3. This bylaw comes into effect upon third and final reading hereof.

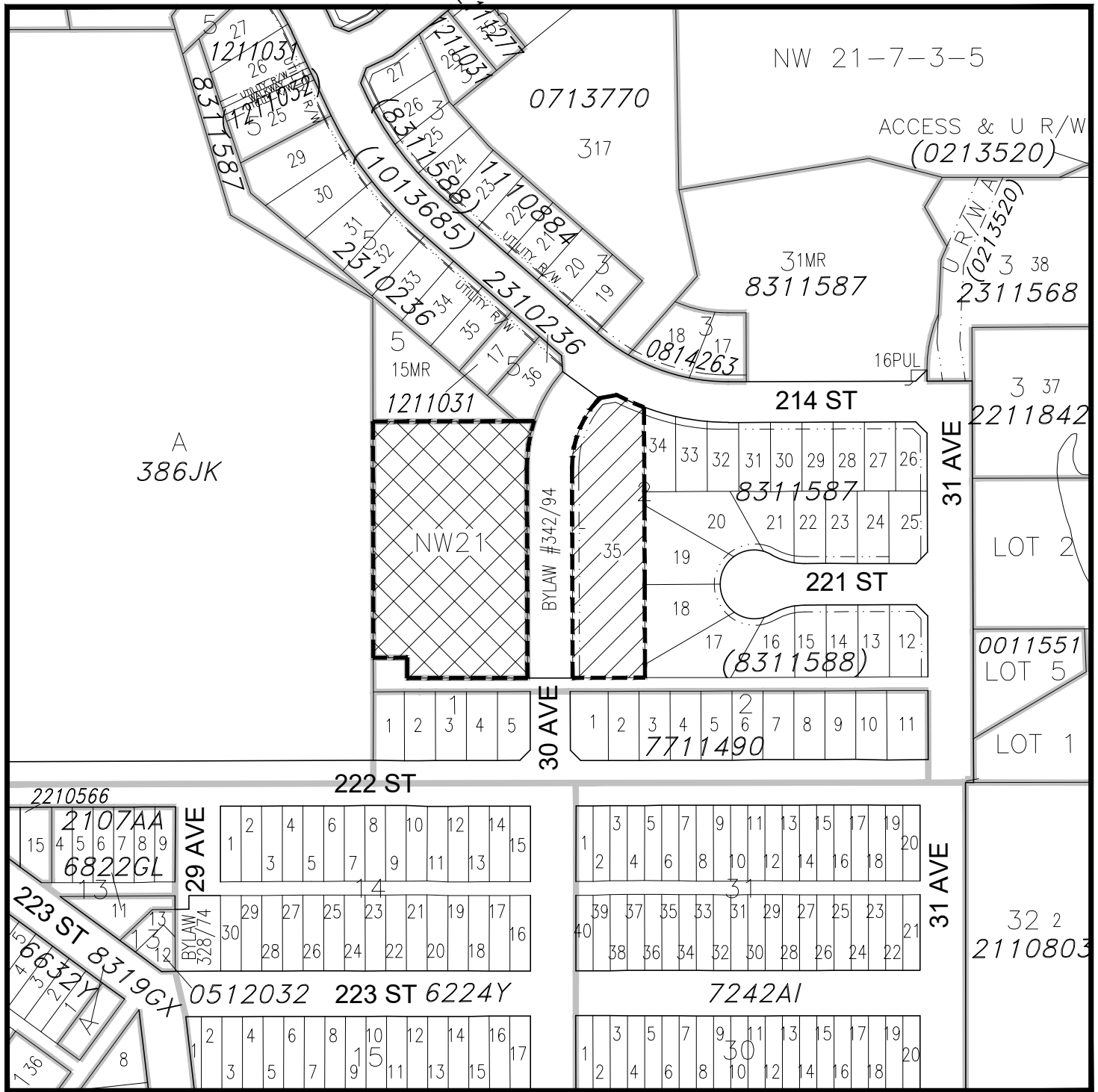
READ a **first** time in council this _____ day of _____ 2025.

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

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


Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer




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

PORTION OF NW 1/4 SEC 21, TWP 7, RGE 3, W 5 M

 FROM: Recreation & Open Space RO-1
TO: High Density Residential R3

LOT 35, BLOCK 2, PLAN 8311587

 FROM: Non-Urban Area NUA-1
TO: High Density Residential R3

MUNICIPALITY: MUNICIPALITY OF CROWSNEST
PASS (BELLEVUE)

DATE: FEBRUARY 3, 2025

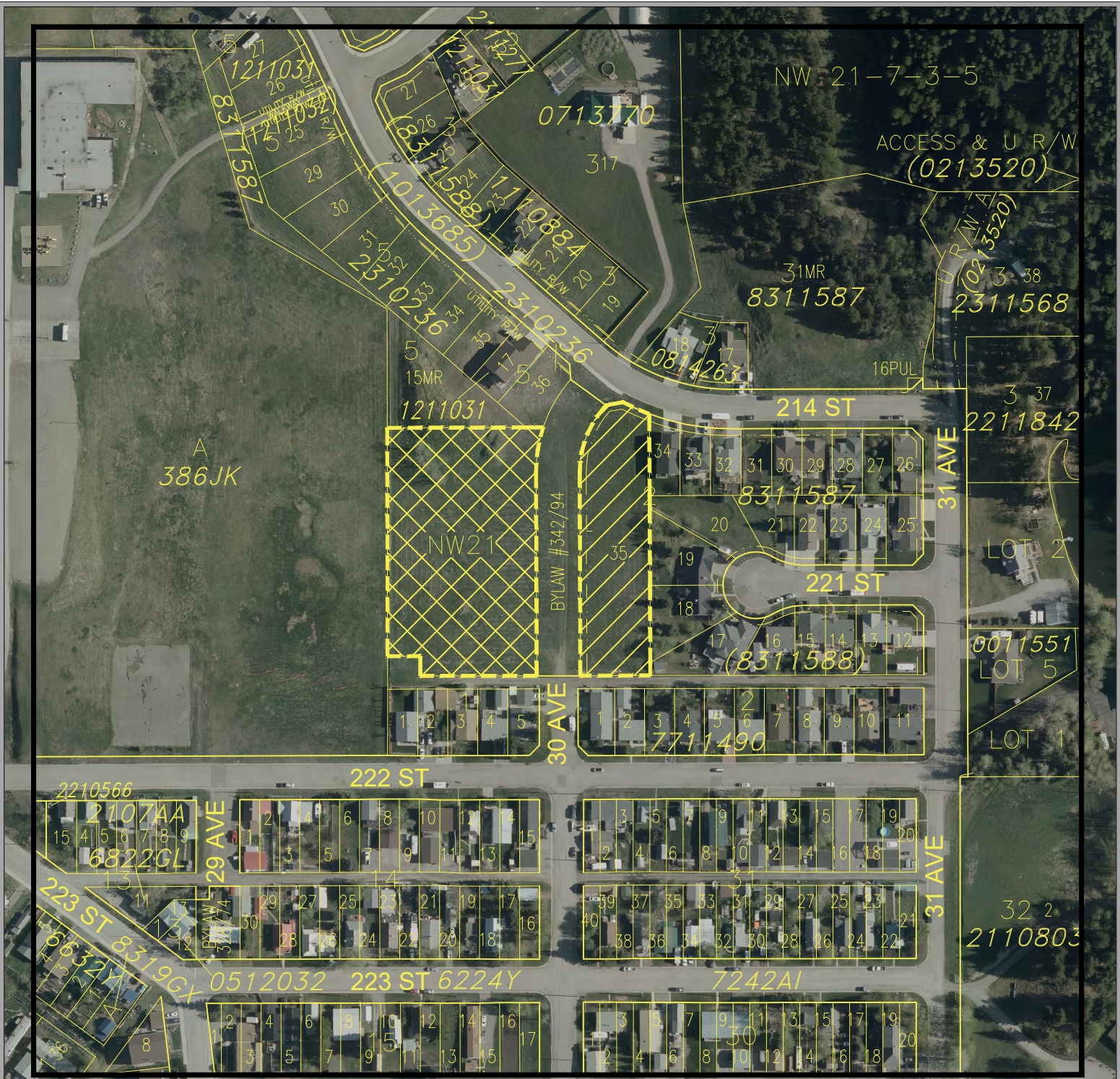
Bylaw #: 1221, 2025

Date: _____

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





0 Metres 50 100 150 200



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

PORTION OF NW 1/4 SEC 21, TWP 7, RGE 3, W 5 M

 FROM: Recreation & Open Space RO-1
TO: High Density Residential R3

LOT 35, BLOCK 2, PLAN 8311587
 FROM: Non-Urban Area NUA-1
TO: High Density Residential R3

MUNICIPALITY: MUNICIPALITY OF CROWSNEST
PASS (BELLEVUE)

DATE: FEBRUARY 3, 2025

Bylaw #: 1221, 2025

Date: _____

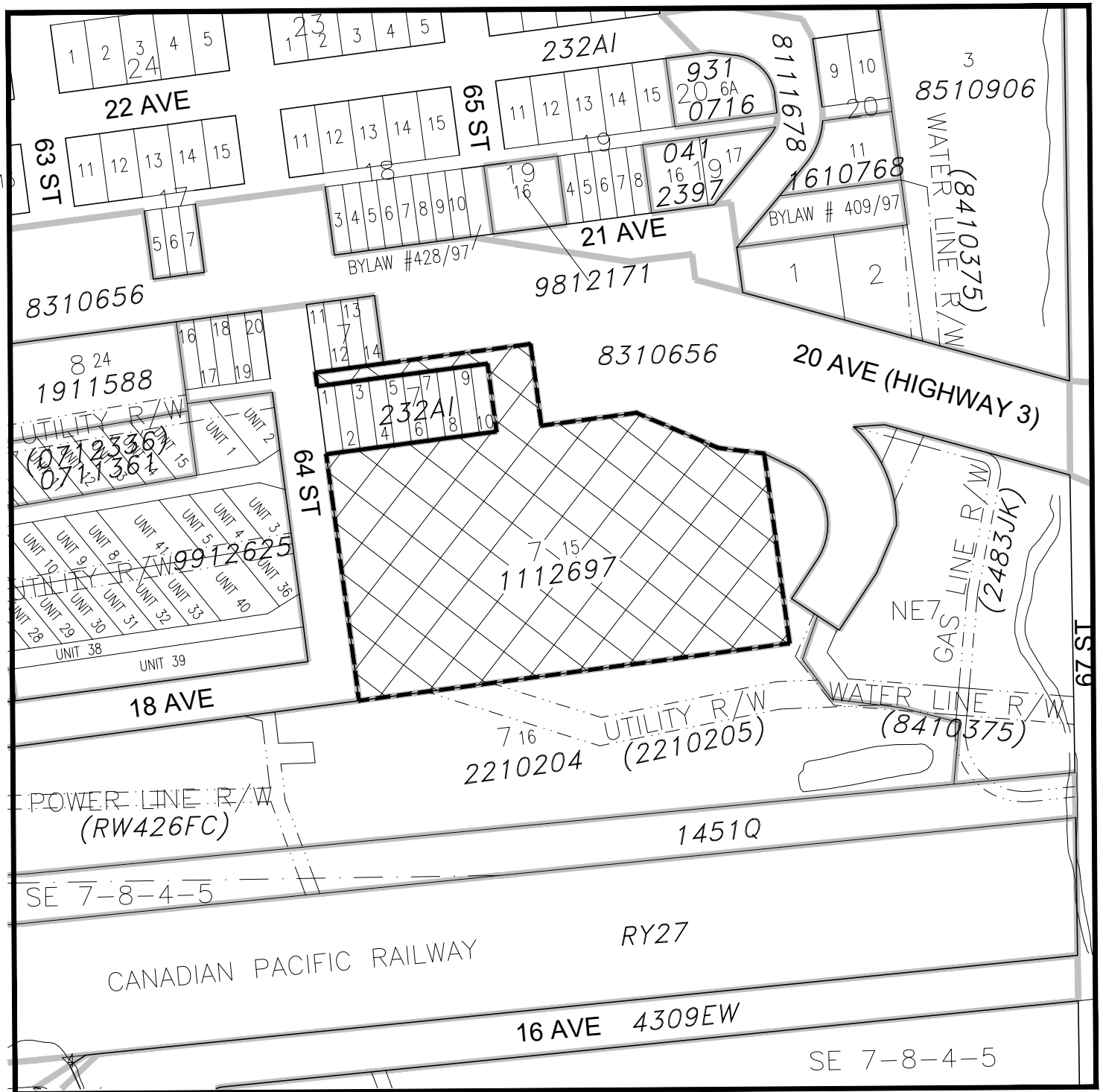
MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

Aerial Photo Date: May 19, 2021



0 Metres 50 100 150 200





**LAND USE DISTRICT REDESIGNATION
SCHEDULE 'B'**



FROM: Recreation & Open Space RO-1
TO: High Density Residential R3

LOT 15, BLOCK 7, PLAN 1112697 WITHIN
NE 1/4 SEC 7, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS (COLEMAN)

DATE: FEBRUARY 3, 2025

Bylaw #: 1221, 2025
Date: _____

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





**LAND USE DISTRICT REDESIGNATION
SCHEDULE 'B'**



FROM: Recreation & Open Space RO-1
TO: High Density Residential R3

LOT 15, BLOCK 7, PLAN 1112697 WITHIN
NE 1/4 SEC 7, TWP 8, RGE 4, W 5 M

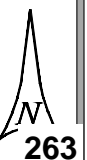
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS (COLEMAN)

DATE: FEBRUARY 3, 2025

Bylaw #: 1221, 2025
Date: _____

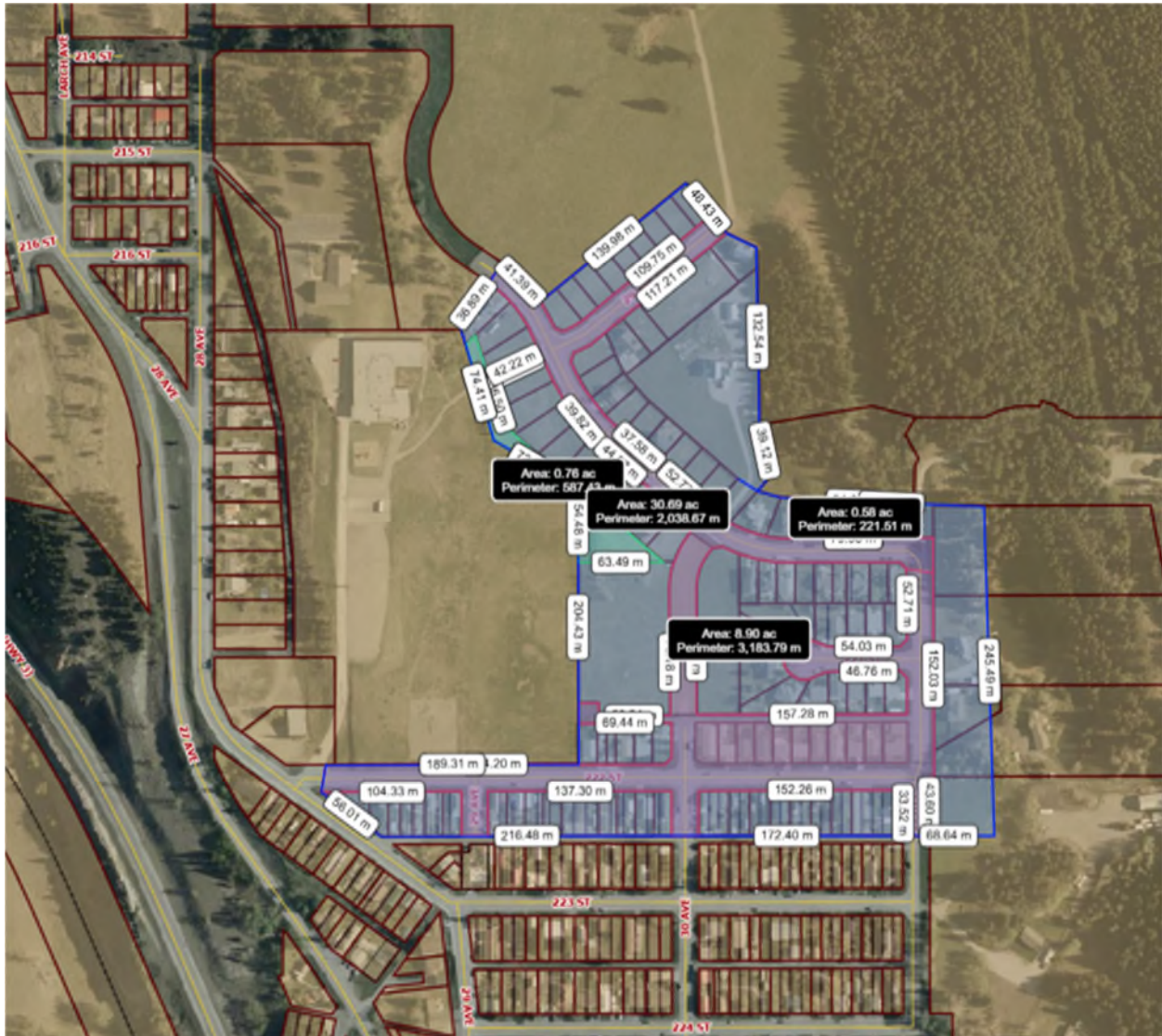
MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

Aerial Photo Date: May 19, 2021



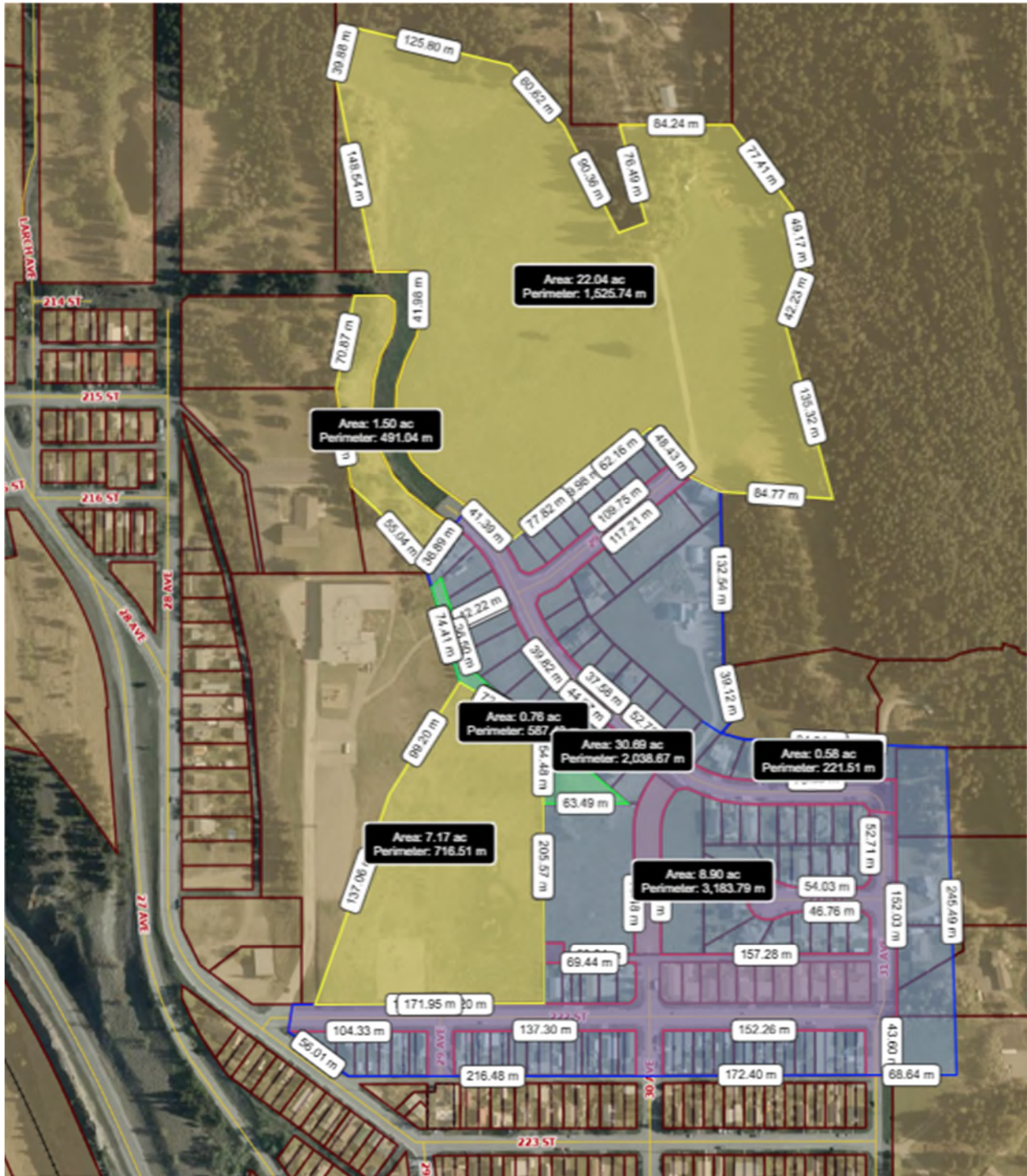


Immediate Street Density



- Total Area – 30.7 acres
- Roads – 8.9 acres
- Green Space – 1.4 acres
- Net Area – 20.4 acres
- Current Housing – 76 housing units
- Current Vacant – 26 units
- Proposed – 108 units
- Current Density – 5.0 units / acre
- Proposed Density – 10.3 units / acre

Future Growth Nodes



- Additional Gross Area – 29.2 acres
- Additional Net Area – Approximately 20 acres
- Minimum Density Target – 240 to 275 units additional units



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Jun 24, 2024 6 min read

Addressing the Affordable Housing Shortage in Canada: The Role of Multi-Plex Buildings



Canada is facing a significant affordable housing crisis, particularly in its urban centers where the demand for rental units far outstrips supply. As more Canadians and immigrants flock to cities in search of employment and better living standards, the pressure on the housing market intensifies. Multi-plex buildings, which include duplexes, triplexes, and larger apartment complexes, offer a promising solution to this crisis. This blog will explore how multi-plex buildings can help alleviate the affordable housing shortage in Canada by increasing the supply of rental units and providing more affordable living options.

Understanding the Affordable Housing Crisis in Canada

The affordable housing shortage in Canada is driven by several factors:

1. **Population Growth:** Rapid population growth in urban areas due to domestic migration and international immigration increases the demand for housing.
2. **High Property Prices:** Skyrocketing property prices make homeownership unaffordable for many Canadians, leading to a greater reliance on rental housing.
3. **Insufficient Housing Supply:** The supply of new housing, particularly affordable rental units, has not kept pace with demand.
4. **Economic Disparities:** Income inequality and stagnant wages mean that a significant portion of the population cannot afford market-rate housing.
5. **Regulatory Constraints:** Zoning laws, building codes, and other regulatory constraints can limit the development of new housing.

Key Statistics:

- According to the Canadian Mortgage and Housing Corporation (CMHC), Canada needs an additional 3.5 million housing units by 2030 to restore affordability.
- In major cities like Toronto and Vancouver, rental vacancy rates are below 2%, indicating a severe shortage of available units.
- Over 1.7 million Canadian households spend more than 30% of their income on housing, qualifying them as housing-cost burdened.

The Role of Multi-Plex Buildings in Addressing the Crisis

Multi-plex buildings can play a crucial role in addressing the affordable housing shortage by providing multiple rental units within a single property. Here are several ways in which multi-plex buildings can contribute to alleviating this crisis:

1. Increasing Housing Supply

Multi-plex buildings maximize the use of land by providing several housing units on a single lot. This efficient use of space is especially important in densely populated urban areas where land is scarce and expensive. By increasing the density of housing, multi-plex buildings can significantly boost the supply of rental units.

Example: A triplex on a single lot in downtown Toronto can house three families, compared to a single-family home that would accommodate just one.

1. Economies of Scale

Building and managing multiple units within a single property allows for economies of scale, reducing the per-unit cost of construction, maintenance, and management. These cost savings can be passed on to tenants in the form of lower rents or reinvested in property improvements to enhance living conditions.

Example: Shared amenities such as laundry facilities, parking, and common areas reduce the overall cost of providing these services compared to individual single-family homes.

1. Affordable Rental Options

Multi-plex buildings can offer a range of unit sizes and configurations, catering to different income levels and household needs. By providing smaller units or shared living spaces, multi-plex buildings can offer more affordable rental options for low- to moderate-income households.

Example: A multi-plex building with a mix of studio, one-bedroom, and two-bedroom units can attract a diverse tenant base, including single professionals, couples, and small families.

1. Efficient Land Use and Urban Density

Urban areas with high land costs benefit from the efficient use of land provided by multi-plex buildings. By increasing urban density, these buildings can help reduce urban sprawl, preserve green spaces, and promote sustainable urban development.

Example: A four-story apartment building in Vancouver's urban core can accommodate more residents than a row of single-family homes, contributing to a more sustainable and vibrant urban environment.

1. Community-Oriented Living

Multi-plex buildings can foster a sense of community among residents by offering shared spaces and amenities that encourage social interaction. This community-oriented living is attractive to many urban residents, particularly those who value social connections and shared experiences.

Example: Common areas such as gardens, rooftop terraces, or lounges provide spaces for tenants to socialize and build relationships, enhancing the appeal of the property.

Case Study: Affordable Housing and Multi-Plex Buildings in Vancouver

Scenario: An investor owns a multi-plex building in Vancouver, consisting of six units in a rapidly growing neighborhood. The building is situated near public transit, schools, and employment centers, making it an attractive location for tenants.

1. Market Conditions:

- Vancouver's population growth has led to a significant demand for rental housing.
- Rental rates have increased by 15% over the past year due to limited housing supply.

1. Value-Added Improvements:

- The investor decides to renovate the units, upgrading kitchens, bathrooms, and common areas.
- Energy-efficient windows and appliances are installed to reduce operating costs and appeal to environmentally conscious tenants.

1. Affordable Housing Strategy:

- The investor partners with local housing authorities to offer a portion of the units at below-market rates to low-income families.
- Government subsidies and incentives are leveraged to offset the costs of providing affordable housing.

1. Results:

- The building achieves full occupancy within a month of listing the renovated units.
- The affordable units attract high-quality tenants who value the community-oriented living environment.
- The upgrades justify a moderate increase in rental rates for market-rate units, boosting the property's rental income while maintaining affordability for low-income tenants.

Challenges and Considerations for Multi-Plex Investments in Urban Areas

While multi-plex buildings offer significant advantages in addressing the affordable housing shortage, investors must navigate several challenges and considerations:

1. Regulatory Environment

Urban areas often have complex zoning regulations, building codes, and rental control policies that impact multi-plex investments. Investors must ensure compliance with all local regulations and obtain the necessary permits for renovations and new construction.

Example: Vancouver's rental control policies limit the amount by which rents can be increased annually, affecting the potential rental income for multi-plex properties.

1. Property Management

Effective property management is crucial for maintaining the quality and profitability of multi-plex buildings. Investors must be prepared to handle tenant relations, maintenance requests, and operational issues to ensure tenant satisfaction and retention.

Example: Hiring a professional property management company can help investors manage the day-to-day operations of the property, ensuring efficient and effective management.

1. Market Competition

Urban rental markets are competitive, with many properties vying for tenants. Investors must differentiate their multi-plex buildings through strategic renovations, marketing, and tenant services to attract and retain tenants.

Example: Offering unique amenities such as fitness centers, coworking spaces, or pet-friendly units can set a multi-plex building apart from competitors.

1. Financing and Investment Costs

The initial investment costs for multi-plex buildings, including acquisition, renovations, and financing, can be substantial. Investors must carefully evaluate the financial viability of the project and secure appropriate financing to support their investment strategy.

Example: Leveraging government programs and incentives for energy-efficient upgrades can help offset renovation costs and improve the financial feasibility of the project.

Government Support and Incentives

Governments at the federal, provincial, and municipal levels in Canada are increasingly recognizing the importance of multi-plex buildings in addressing the affordable housing crisis. Various support programs and incentives are available to encourage the development of affordable rental housing:

1. Federal Initiatives

The federal government, through the CMHC, offers several programs to support the development of affordable rental housing. These include low-interest loans, grants, and tax incentives for developers who build or renovate multi-plex buildings to include affordable units.

Example: The National Housing Strategy (NHS) aims to create more affordable housing units across Canada through funding and financing options for developers.

1. Provincial Programs

Provincial governments also offer programs and incentives to promote affordable housing. These may include direct funding for affordable housing projects, tax credits, and regulatory support to streamline the development process.

Example: Ontario's Affordable Housing Program provides funding to municipalities and non-profit organizations to develop affordable rental housing.

1. Municipal Support

Municipal governments play a crucial role in supporting affordable housing through zoning policies, land-use regulations, and financial incentives. Cities can offer density bonuses, reduced development charges, and expedited permitting processes for projects that include affordable housing units.

Example: Vancouver's Rental 100 program provides incentives to developers who create 100% rental housing, including waiving development cost levies and fast-tracking approvals.

Conclusion

The affordable housing shortage in Canada's urban centers presents a significant challenge, but multi-plex buildings offer a viable solution to increase the supply of rental units and provide more affordable living options. By maximizing land use, benefiting from economies of scale, and offering diverse rental options, multi-plex buildings can play a crucial role in addressing the growing demand for affordable housing.

Investors, developers, and policymakers must work together to navigate the challenges and capitalize on the opportunities presented by multi-plex buildings. With the support of government programs and incentives, multi-plex buildings can contribute to a more sustainable and equitable housing market, ensuring that all Canadians have access to safe, affordable, and comfortable homes.

As Canada's cities continue to grow, the development of multi-plex buildings will be essential in meeting the housing needs of diverse and expanding urban populations. By focusing on affordability, sustainability, and community-oriented living, multi-plex buildings can help create vibrant, inclusive, and resilient urban environments for generations to come.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.h

Subject: Service Areas Update

Recommendation: That Council receives the service areas update as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

N/A

Discussion:

N/A

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[Service Areas Update - March 7, 2025.docx](#)

Service Areas Update – March 7, 2025

CAO Office

- Meeting with Allied Arts board members
- Participated in Travel Alberta Committee Meetings
- Meeting with housing developer
- Participated in Circular Materials meeting on recycling changes
- Investigating South Bellevue infrastructure
- Attended ECC meeting
- Participated in Minister McIver Budget Teletown Hall
- Participated in ABMunis Report on Alberta 2025 Budget
- Virtually attended Northback AER hearing
- Continuing Downtown Bellevue Revitalization project oversight
- Continuing Southmore Phase 2 ASP project oversight – Draft document review

Finance

- Tax Desk received 42 requests for Tax Searches in February 2025; YTD 85 (compared to 32 in February 2024 YTD 72 and 60 in February 2023 YTD 87. An additional 0 tax searches were received up to March 4, 2025.
- Accounts Payable in February did two check runs, processed 313 invoices, and paid 164 vendors; YTD processed 716 Invoices and paid 380 vendors. February 2024 processed 467 invoices and paid 207 vendors with two check runs, YTD processed 627 Invoices and paid 288 vendors).
- Working on review of the following Bylaws and Policies:
 - Tangible Capital Assets Policy
- The number of people who pay property taxes (TIPP) and Utilities (PAD) has increased over the last couple of years. For February the number of customers on TIPP is 1,636 and PAD is 1,417.
- Utility bills are either mailed out or sent by email. In February, for residential customers, 1,679 were mailed out and 1,630 were emailed. For commercial customers 94 were mailed out and 137 were emailed.
- Working on year-end files for the auditors. They are planning to be on site March 17 – 21, 2025.
- Due to the expired contract and structural changes (MNP buying out BDO), we anticipate putting an RFP forward, following completion of the current audit.
- Fees rates and charges for 2025 is scheduled for first reading on March 11, 2025.
- 2025 Property tax bylaw is scheduled for first reading on March 11, 2025.
- Outdoor washroom for Coleman has been ordered with a 24-to-26-week delivery.

Corporate Services

- The Municipality has 158 employees across the organization. (62 Permanent, 32 Fire Rescue, 1 Election Worker, 8 Casual/Temporary, 5 Instructors, 50 Seasonal Ski Hill)
- The Municipality has 7 open job competitions; 5 for pool, Environmental Coordinator for Term, and Millwright at PPK.
- Onboarding new casual Receptionist and new Development Officer.
- 9 FOIP Requests received so far in 2025. 8 are completed, 1 is outstanding.
- We had another retirement for one of our Equipment Operators.
- We conducted our annual audiometric tests as part of the hearing conservation program. There is a new legal requirement to get fit tests done on hearing protection, so we are working through getting that completed.
- In HR we are transitioning the ski hill seasonal staff out at the end of March and early April and moving into our summer hiring at pool, summer students and other key seasonal positions.
- We were very proud of the team that we assembled at PPK this year, we secured a friendly and competent crew and it's been a pleasure working with them.
- Continuing to work on training plans for the year, so far, we have employees slotted into 112 seats of training and professional development.
- Participated in the Canadian Mental Health Association Push-Up Challenge. 70 Municipal employees participated and completed 87,291 push-ups over the 18-day challenge. The team was the top Small-Medium Organization in Alberta for total number of push-ups and the third in Canada. They also raised \$1,852.27 in funds towards mental health.

Development, Engineering & Operations

- **Utilities Department**
 - Utility projects
 - Preliminary schedule for spring 2025 - 20+ Repair/Install Projects
 - Curbstop repair in Frank (December)
 - Carbondale water main repair (February)
 - Sentinel water line repair (March 4, 2025)
 - Utility Locate requests – YTD 28 (2025 – January-16, February-12)
 - Water On/Off requests – YTD 6 (2025)
 - Environment reports for 2024 water diversion and returns submitted in February
 - Budget Initiative:
 - Sewer lining program – Location evaluations and camera inspections preparation (1,000+ metres annual target)
 - Design finalization for River Bottom PRV (2025 Capital)
 - Coleman PRV's – initial analysis and design w/ Stantec
 - Sentinel Reservoir – initial analysis and review w/ Stantec
 - Annual reservoir cleaning (Hillcrest) and inspections w/ Aquatech
 - Sludge survey of lagoons
- **Transportation Department**
 - Street sweeper rentals confirmed for April- June 2025
 - Bridge repairs – Willow Drive quote review w/ ATEC & VS
 - Concrete and ACP repair schedule preparation for 2025

- Winter road operations – snow event activity
- Cemetery sites (February YTD 4 sites – cremation and burials)
- GIS, locates, fall protection training

- **Fleet Department**
 - Commerical vehicle inspections – 2/20 YTD
 - Equipment servicing
 - Capital Equipment Purchasing
 - Trucks/SUV – CPO and work trucks (ordered)
 - Single axle plow (ordered, delivery TBD)

- **Development & Trades Department**
 - **Facility Maintenance**
 - Regular maintenance activities. Repainted the main area of the second floor at Fire Station No. 1 in Blairmore.
 - Building Condition Assessment for the MDM – project commenced with site inspections by mechanical, electrical and structural engineers and the architect.
 - **Planning, Development & Safety Codes**
 - Municipal Planning Commission – one meeting in February (4 DPs; 2 Subdivisions).
 - Municipal Historic Resources Advisory Committee – did not meet in February.
 - Appeals – no hearings in February.

Key Performance Indicators (KPIs)

Key Performance Indicator (KPI)	Activity Volume Previous Month	Activity Volume YTD (2024)
Facility Maintenance – Plumbing, Construction, Electrical		
Work Orders – issued / closed	19 / 15	67 / 37
Planning & Development		
Compliance Certificate requests - received / processed	1 / 5	5 / 5
Development permit applications - received / processed	9 / 5	21 / 12
Business Licences - received / processed	8 / 6	19 / 13
LUB Complaints – new / closed	0 / 0	0 / 1
LUB Complaints – Monthly Volume	48	48
Notice of Intent / Stop Orders - issued	0 / 0	0 / 0
Bylaws (MR / Road Closures, LUB)	0	4
Appeal Hearings	0	0
Subdivision applications	2	4
Safety Codes		
New Housing Starts	5	20
Building permits - issued / inspected / closed	11 / 39 / 12	36 / 71 / 26
Electrical permits - issued / inspected / closed	5 / 9 / 7	12 / 24 / 16
Gas permits - issued / inspected / closed	5 / 27 / 19	12 / 45 / 32
Plumbing permits - issued / inspected / closed	2 / 18 / 9	7 / 25 / 11
PSDS permits - issued / inspected / closed	0 / 1 / 2	1 / 5 / 3
Orders Issued / closed	0 / 0	0 / 0
Safety Codes Council Appeals	0	0
Variances Issued	0	0

Protective Services

- **Fire**

- 6 Recruit Firefighters started the NFPA 1001 Level I professional firefighter course
- 2 Firefighters certified in 1st Aid

Call Response	
Category	Month (Feb)
Medical Response	1
Structure Fire	0
Alarms	5
Gas Leak	3
Motor Vehicle Incident	3
Back Country Rescue	0
Smoke Investigation	0
Other	2
Total	14

- **Peace Officer**

- Successful Distracted Driving focus with 3 cell phone related violation tickets issued
- Assisted Transportation with snow removal issues, with only 1 vehicle removed.
- March enforcement focus:
 - Occupant Safety Restraints

Category	Month (Feb)	Year to Date
Number of Charges Laid	70	128
Cases Generated (Incident Count)	96	197
Cases: Requests for Service	16	46
Cases: Officer Observed	3	4
Cases: Received from outside Department/Agency (i.e. RCMP)	3	7
Vehicle Removal Notices	4	4
Vehicles Towed	2	2
Positive Ticketing	0	0
Projected Fine Revenue **	\$11,488	\$23,117

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

Pass Powderkeg Community Resort

- The numbers for the season continue to look good considering snowfall has been marginal much of the winter. Temperatures have been up and down but the overall slightly warmer average temperature has helped to get people out on the slopes.
- The cold snap ended very abruptly on February 19 when temperatures went from –25C to –2C within 7 hours. The snow conditions were fantastic on Sunday February 16 but by Thursday February 20 they were becoming spring like.
- The snowpack is disappearing on the slopes that only have natural snow on them but the slopes with manmade snow are doing okay for coverage. This type of winter shows the importance of snow-making and brings up the discussion about expanding the existing system.
- The warmer temperatures have allowed many people to enjoy the refurbished deck. It is the best place in the valley for the scenic views and for entertainment on the beginner slopes. Adding some sun and food and/or beverages, it becomes a pretty special place to be.
- There is one more sponsored Saturday night free ski on March 8. The Servus sponsored Sunday had 146 people enjoying free skiing. The snow was extra slushy and slow but people still had a great time.
- There are a number of fun events throughout March like Human Dogsleds, Dummy Downhill, Park-jam and slushpit. The end of the winter will go out with fun memories.
- The Family week had PPK operating for 12 days in a row. With our normal staffing levels, many people had to put in extra hours to have proper coverage. It was a long and tiring 12 days for many people. We are looking at the hours of operation to see if it is possible to tweak the hours to reduce overtime and stress. (ie. Do we operate from 12:00-8:00 rather than 10:00-8:00.)
- We will adjust the features in the park one more time for this season. Changing the features out keeps the large hardcore group of youth happy and will make the park primed for the Park-Jam competition Coming up March 21.

Community Services

- **Facilities and Events**
 - Crowsnest Community Hall
 - February 22nd CNP Community Market Wintervention
 - Complex
 - Crush playoffs start March 7
 - Minor Hockey playoffs underway
 - Figure Skating Carnival- March 22
 - Curling Bunny Bonspiel
 - MDM
 - Spring sports field user meeting
 - February 8- 9th Volleyball Fundraiser
 - Family Day Programming
 - FrancoSud flag raising ceremony
 - Franco Sud Music festival
 - Hillcrest Fish and Game 50 anniversary celebration event.

- **FCSS**
 - Family Day – Hosted Family Day on Monday February 17. Great turn out and lots of fantastic volunteers.
 - We are currently working in the 2025 Spring Summer Community Handbook. It will go to print at the end of the month.
 - Completing March Seniors on the Go Newsletter
 - Planning Volunteer Appreciation event – May 1st.
 - Order of the Crow Volunteer Awards- Info will go out to public the beginning of March. Deadline for submissions is April 11.
 - Free Tax clinics – collaborating with the Family Resource Centre to host 6 free tax clinics this year. March 13, 20 & 2. April 10, 17 & 24. Clinic will be held from 9am-4pm at the Crowsnest Community Hall.
 - Meals on wheels –
 - Information and referrals
 - Attended interagency meeting – the next meeting will be held at the Peaks Campus on May 8 at 9am if anyone would like to come check out the new Peaks Campus.

- **Recreation Programming**
 - Public Skate Schedule wind up
 - Recreation Programs in MDM Gym
 - Kickboxing Fitness Spring Registration
 - Drums Alive Spring Program
 - Family Day event Feb. 17
 - Memorial Bench program – bench replacement Coleman and Bellevue
 - Program Calendar update for March
 - Community Guide Information for Spring Summer Programming
 - Planning for Soccer Camp, Kickboxing Camp, and Baseball Camp
 - Spring Summer Registration Night MDM
 - Spring Summer Sport Fields user group meeting



Municipality of Crowsnest Pass Request for Decision

Meeting Date: March 11, 2025

Agenda #: 7.i

Subject: 2024 Q4 Preliminary Financial Report

Recommendation: That Council receive the 2024 Q4 Preliminary Financial Report for Information.

Executive Summary:

This is the fourth quarterly report for the 2024 budget year. The Municipality should be at 100 percent of revenues recognized and expenditures realized. Overall, the municipality has recorded almost all 2024 revenues, expenditures and reserve transfers. The transactions that still need to be recorded are:

1. Franchise fee from ATCO for quarter 4 funds. Will be set up as accounts receivable to meet budget for franchise fees.
2. Deferred revenue correction for the 2023/2024 ski hill of almost \$84k. These entries will be fixed in consultation with MNP LLP, prior to issuance of the December 31, 2024 audited financial statements.

Relevant Council Direction, Policy or Bylaws:

Administration brings forward financial information for Council's review.

Discussion:

Revenue and Expense variances are detailed in the attached document. Here are the significant variances outlined:

Revenue:

Received additional Conditional Grants including CCBF Funding for Bellevue Mainstreet \$2.5million, \$234k tandem axle truck, \$146k deep infrastructure, \$546k waterpumps.

Franchise fees - we have not received the 4th quarter funds from ATCO. Received the invoice for \$147k which will put us slightly above budget.

Interdepartment revenues was not implemented in 2024.

Other revenues and cost recoveries include the UROC truck grant/sale \$49k, various other vehicle sales, CRA credit received for \$66k, and \$14k reimbursement for Jasper emergency operations.

Transfer from reserves happen in the final quarter and some transfers are not yet completed at time

of report or have been carried to the next year as most of them relate to capital projects.

Expenses:

Administration is below budget mainly because of CAO legal fees being \$95k below budget. Contracted services has capital projects that are moved to work in progress or carried forward to the next year: AFRRCA radios \$215k, Transportation projects of \$690k, Community services projects of \$482k, streets and roads of \$122k, Coleman washroom \$160k, MDM windows on hold pending building evaluation at \$650k.

Interdepartment expenses were not implemented in 2024.

Operations includes depreciation of \$4.58million. Without that operations is under budget overall, including utilities \$400k, license and permits \$164k, and R&M \$109k.

Analysis of Alternatives:

N/A

Financial Impacts:

As per the attached 2024 Q4 Financial Report.

Attachments:

[Revenue & Expense Variances By Category.pdf](#)

[BudgetVSActualYTD - Category.pdf](#)

[Income Statement.pdf](#)

[Budget Vs. Actual - Department.pdf](#)

Actual vs Budget Year To Date - By Category

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- ASFF Taxes	3,160,000	3,495,128	335,128	10.61%
- Conditional Grants	446,638	4,404,416	3,957,778	886.13%
- DIP Taxes	4,666	-	(4,666)	-100.00%
- Donations	15,200	78,098	62,898	413.80%
- Franchise Fees	1,360,000	1,242,847	(117,153)	-8.61%
- Gain/Loss on Disposal	-	(305,687)	(305,687)	-100.00%
- Inter-Department Revenues	630,464	-	(630,464)	-100.00%
- Interest and Penalties	175,000	177,352	2,352	1.34%
- Investments Interests	415,000	633,785	218,785	52.72%
1552-Investment Interest	415,000	627,615	212,615	51.23%
1595-Rebates & Dividends	-	6,170	6,170	100.00%
- Licenses and Fees	636,600	761,733	125,133	19.66%
- Other Revenues and Cost Recoveries	234,000	453,258	219,258	93.70%
- Property Taxes	11,565,802	11,881,261	315,459	2.73%
- Rental Income	390,404	414,814	24,410	6.25%
- Sale of Goods and Services	5,087,117	5,187,591	100,474	1.98%
- Seniors Housing Taxes	-	-	-	0.00%
- Transfers from Reserves	2,686,200	1,267,081	(1,419,119)	-52.83%
Total Revenues	26,807,091	29,691,678	2,884,587	10.76%
- Administration	677,307	578,344	(98,963)	-14.61%
- Contracted Services	5,188,155	3,596,382	(1,591,773)	-30.68%
- DIP Requisition	4,700	4,971	271	5.76%
- Grants to Organizations	946,730	971,570	24,840	2.62%
- Inter-Department Expenses	630,465	665	(629,800)	-99.89%
- Operations	5,000,715	8,685,491	3,684,776	73.68%
- Rebates	54,000	101,833	47,833	88.58%
- Repairs and Maintenance	315,200	294,822	(20,378)	-6.47%
- Requisitions	3,160,000	3,497,431	337,431	10.68%
- Salaries, Wages and Benefits	8,053,358	7,903,633	(149,725)	-1.86%
- Service Charges and Interest	454,423	376,087	(78,336)	-17.24%
- Transfer to Reserves	1,536,336	1,783,255	246,919	16.07%
- Waste Disposal	175,000	207,899	32,899	18.80%
Total Expenses	26,196,389	28,002,382	1,805,994	6.89%
Net Total	610,702	1,689,296	1,078,594	176.62%

Crowsnest Pass, Municipality of

Income Statement

12 months ending December 31st, 2024

	2024 Budget	2024 Actuals	\$ Variance	% Variance
CAO Office	-	13,837	13,837	100.0
Community Services	1,443,342	617,063	(826,279)	(57.2)
Corporate Services	-	34,317	34,317	100.0
Council	-	51,820	51,820	100.0
Culture	138,400	146,882	8,482	6.1
Development, Engineering & Operations	6,812,902	5,733,560	(1,079,342)	(15.8)
DNU-Main	-	4,303,952	4,303,952	100.0
Finance	706,900	721,311	14,411	2.0
General Government	16,365,468	16,998,483	633,015	3.9
Pass Pool	135,700	132,490	(3,210)	(2.4)
Pass Powder Keg Ski Hill	734,600	691,477	(43,123)	(5.9)
Protective Services	469,779	246,484	(223,295)	(47.5)
Total Revenues	26,807,091	29,691,678	2,884,587	10.8
CAO Office	976,401	839,760	(136,641)	(14.0)
Community Services	3,045,870	2,806,895	(238,975)	(7.8)
Corporate Services	820,312	827,641	7,329	0.9
Council	348,022	360,881	12,859	3.7
Culture	706,940	771,480	64,540	9.1
Development, Engineering & Operations	11,133,087	12,912,403	1,779,315	16.0
Finance	1,675,680	1,725,225	49,545	3.0
General Government	3,826,646	4,213,202	386,556	10.1
Pass Pool	388,726	377,583	(11,143)	(2.9)
Pass Powder Keg Ski Hill	1,269,176	1,020,731	(248,445)	(19.6)
Protective Services	2,005,528	2,146,582	141,053	7.0
Total Expenses	26,196,389	28,002,382	1,805,994	6.9
Net Income	610,702	1,689,296	1,078,594	8.8

Actual vs Budget Year To Date by Department

Department CAO Office

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	-	-	-	0.00%
- Donations	-	-	-	0.00%
- Other Revenues and Cost Recoveries	-	13,837	13,837	100.00%
- Transfers from Reserves	-	-	-	0.00%
Total Revenues	-	13,837	13,837	100.00%
- Administration	249,900	141,280	(108,620)	-43.47%
- Contracted Services	115,000	109,095	(5,905)	-5.14%
- Grants to Organizations	-	-	-	0.00%
- Operations	20,500	3,057	(17,443)	-85.09%
- Salaries, Wages and Benefits	544,522	539,850	(4,673)	-0.86%
- Transfer to Reserves	46,479	46,479	-	0.00%
Total Expenses	976,401	839,760	(136,641)	-13.99%
Net Total	(976,401)	(825,923)	150,479	15.41%

Actual vs Budget Year To Date by Department

Department Community Services

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	205,138	206,750	1,612	0.79%
- Donations	15,200	20,052	4,852	31.92%
- Gain/Loss on Disposal	-	(49,670)	(49,670)	-100.00%
- Inter-Department Revenues	-	-	-	0.00%
- Licenses and Fees	3,000	-	(3,000)	-100.00%
- Other Revenues and Cost Recoveries	11,000	12,703	1,703	15.48%
- Rental Income	254,504	263,887	9,383	3.69%
- Sale of Goods and Services	114,500	102,265	(12,235)	-10.69%
- Transfers from Reserves	840,000	61,076	(778,924)	-92.73%
Total Revenues	1,443,342	617,063	(826,279)	-57.25%
- Administration	32,680	23,501	(9,179)	-28.09%
- Contracted Services	1,076,400	298,118	(778,282)	-72.30%
- Grants to Organizations	91,000	75,698	(15,302)	-16.82%
- Inter-Department Expenses	-	-	-	0.00%
- Operations	659,600	1,227,577	567,977	86.11%
- Rebates	-	-	-	0.00%
- Repairs and Maintenance	41,900	14,419	(27,481)	-65.59%
- Salaries, Wages and Benefits	1,024,015	1,041,255	17,240	1.68%
- Service Charges and Interest	34,627	40,679	6,052	17.48%
- Transfer to Reserves	85,648	85,648	-	0.00%
Total Expenses	3,045,870	2,806,895	(238,975)	-7.85%
Net Total	(1,602,528)	(2,189,832)	(587,304)	-36.65%

Actual vs Budget Year To Date by Department

Department Corporate Services

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	-	-	-	0.00%
- Investments Interests	-	6,170	6,170	100.00%
- Other Revenues and Cost Recoveries	-	559	559	100.00%
- Sale of Goods and Services	-	6,350	6,350	100.00%
- Transfers from Reserves	-	21,238	21,238	100.00%
Total Revenues	-	34,317	34,317	100.00%
- Administration	68,927	68,249	(678)	-0.98%
- Contracted Services	6,500	7,944	1,444	22.21%
- Operations	128,100	97,344	(30,756)	-24.01%
- Salaries, Wages and Benefits	567,247	598,395	31,148	5.49%
- Transfer to Reserves	49,538	55,708	6,170	12.45%
Total Expenses	820,312	827,641	7,329	0.89%
Net Total	(820,312)	(793,323)	26,988	3.29%

Actual vs Budget Year To Date by Department

Department Council

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Donations	-	-	-	0.00%
- Other Revenues and Cost Recoveries	-	2,677	2,677	100.00%
- Transfers from Reserves	-	49,143	49,143	100.00%
Total Revenues	-	51,820	51,820	100.00%
- Administration	29,700	33,394	3,694	12.44%
- Contracted Services	-	-	-	0.00%
- Grants to Organizations	-	49,143	49,143	100.00%
- Operations	2,000	563	(1,437)	-71.86%
- Salaries, Wages and Benefits	299,749	261,209	(38,540)	-12.86%
- Transfer to Reserves	16,573	16,573	-	0.00%
Total Expenses	348,022	360,881	12,859	3.70%
Net Total	(348,022)	(309,061)	38,961	11.19%

Actual vs Budget Year To Date by Department

Department Culture

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	-	-	-	0.00%
- Donations	-	-	-	0.00%
- Gain/Loss on Disposal	-	-	-	0.00%
- Licenses and Fees	-	-	-	0.00%
- Other Revenues and Cost Recoveries	136,000	133,685	(2,315)	-1.70%
- Rental Income	2,400	13,197	10,797	449.86%
- Sale of Goods and Services	-	-	-	0.00%
- Transfers from Reserves	-	-	-	0.00%
Total Revenues	138,400	146,882	8,482	6.13%
- Administration	51,000	49,774	(1,226)	-2.40%
- Contracted Services	136,000	-	(136,000)	-100.00%
- Grants to Organizations	493,230	484,230	(9,001)	-1.82%
- Operations	26,710	102,058	75,348	282.10%
- Repairs and Maintenance	-	83	83	100.00%
- Salaries, Wages and Benefits	-	135,336	135,336	100.00%
- Transfer to Reserves	-	-	-	0.00%
Total Expenses	706,940	771,480	64,540	9.13%
Net Total	(568,540)	(624,598)	(56,058)	-9.86%

Actual vs Budget Year To Date by Department

Department Development, Engineering & Operations

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	-	397,626	397,626	100.00%
- Donations	-	-	-	0.00%
- Gain/Loss on Disposal	-	32,944	32,944	100.00%
- Inter-Department Revenues	630,464	-	(630,464)	-100.00%
- Licenses and Fees	306,700	435,453	128,753	41.98%
- Other Revenues and Cost Recoveries	-	104,965	104,965	100.00%
- Rental Income	52,000	68,409	16,409	31.56%
- Sale of Goods and Services	4,375,738	4,512,845	137,107	3.13%
- Transfers from Reserves	1,448,000	181,318	(1,266,682)	-87.48%
Total Revenues	6,812,902	5,733,560	(1,079,342)	-15.84%
- Administration	79,850	76,450	(3,400)	-4.26%
- Contracted Services	2,902,500	1,995,591	(906,909)	-31.25%
- Grants to Organizations	-	-	-	0.00%
- Inter-Department Expenses	573,728	-	(573,728)	-100.00%
- Operations	2,682,900	5,970,122	3,287,222	122.52%
- Rebates	-	-	-	0.00%
- Repairs and Maintenance	238,000	263,453	25,453	10.69%
- Salaries, Wages and Benefits	3,280,822	3,068,808	(212,014)	-6.46%
- Service Charges and Interest	322,082	234,542	(87,540)	-27.18%
- Transfer to Reserves	878,205	1,095,538	217,333	24.75%
- Waste Disposal	175,000	207,899	32,899	18.80%
Total Expenses	11,133,087	12,912,403	1,779,315	15.98%
Net Total	(4,320,185)	(7,178,842)	(2,858,657)	-66.17%

Actual vs Budget Year To Date by Department

Capital

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	-	3,523,618	3,523,618	100.00%
- Transfers from Reserves	-	780,334	780,334	100.00%
Total Revenues	-	4,303,952	4,303,952	100.00%
- Contracted Services	-	-	-	0.00%
Total Expenses	-	-	-	0.00%
Net Total	-	4,303,952	4,303,952	100.00%

Actual vs Budget Year To Date by Department

Department Finance

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	240,000	243,642	3,642	1.52%
- Donations	-	12,648	12,648	100.00%
- Gain/Loss on Disposal	-	(260,450)	(260,450)	-100.00%
- Investments Interests	315,000	467,406	152,406	48.38%
- Licenses and Fees	151,900	174,875	22,975	15.13%
- Other Revenues and Cost Recoveries	-	82,410	82,410	100.00%
- Sale of Goods and Services	-	780	780	100.00%
- Transfers from Reserves	-	-	-	0.00%
Total Revenues	706,900	721,311	14,411	2.04%
- Administration	131,650	140,123	8,473	6.44%
- Contracted Services	307,200	489,472	182,272	59.33%
- Grants to Organizations	-	-	-	0.00%
- Operations	426,700	276,576	(150,124)	-35.18%
- Rebates	-	-	-	0.00%
- Repairs and Maintenance	-	-	-	0.00%
- Salaries, Wages and Benefits	704,335	624,582	(79,754)	-11.32%
- Service Charges and Interest	26,000	100,661	74,661	287.16%
- Transfer to Reserves	79,795	93,812	14,017	17.57%
Total Expenses	1,675,680	1,725,225	49,545	2.96%
Net Total	(968,780)	(1,003,914)	(35,134)	-3.63%

Actual vs Budget Year To Date by Department

Department General Government

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- ASFF Taxes	3,160,000	3,495,128	335,128	10.61%
- Conditional Grants	-	-	-	0.00%
- DIP Taxes	4,666	-	(4,666)	-100.00%
- Donations	-	40,134	40,134	100.00%
- Franchise Fees	1,360,000	1,242,847	(117,153)	-8.61%
- Gain/Loss on Disposal	-	-	-	0.00%
- Interest and Penalties	175,000	177,352	2,352	1.34%
- Investments Interests	100,000	160,209	60,209	60.21%
- Licenses and Fees	-	350	350	100.00%
- Other Revenues and Cost Recoveries	-	1,200	1,200	100.00%
- Property Taxes	11,565,802	11,881,261	315,459	2.73%
- Sale of Goods and Services	-	-	-	0.00%
- Seniors Housing Taxes	-	-	-	0.00%
- Transfers from Reserves	-	-	-	0.00%
Total Revenues	16,365,468	16,998,483	633,015	3.87%
- Contracted Services	-	-	-	0.00%
- DIP Requisition	4,700	4,971	271	5.76%
- Grants to Organizations	362,500	362,500	-	0.00%
- Operations	-	1,022	1,022	100.00%
- Rebates	54,000	101,833	47,833	88.58%
- Requisitions	3,160,000	3,497,431	337,431	10.68%
- Salaries, Wages and Benefits	-	-	-	0.00%
- Service Charges and Interest	-	-	-	0.00%
- Transfer to Reserves	245,446	245,446	-	0.00%
Total Expenses	3,826,646	4,213,202	386,556	10.10%
Net Total	12,538,822	12,785,281	246,459	1.97%

Actual vs Budget Year To Date by Department

Department Pass Pool

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	-	590	590	100.00%
- Donations	-	-	-	0.00%
- Other Revenues and Cost Recoveries	2,500	2,800	300	12.00%
- Rental Income	9,000	7,962	(1,038)	-11.53%
- Sale of Goods and Services	100,000	99,141	(859)	-0.86%
- Transfers from Reserves	24,200	21,997	(2,203)	-9.10%
Total Revenues	135,700	132,490	(3,210)	-2.37%
- Administration	5,700	9,871	4,171	73.17%
- Contracted Services	15,260	25,601	10,341	67.77%
- Inter-Department Expenses	-	665	665	100.00%
- Operations	95,300	94,467	(833)	-0.87%
- Repairs and Maintenance	8,400	521	(7,879)	-93.80%
- Salaries, Wages and Benefits	218,911	201,172	(17,739)	-8.10%
- Service Charges and Interest	29,136	29,268	132	0.45%
- Transfer to Reserves	16,019	16,019	-	0.00%
Total Expenses	388,726	377,583	(11,143)	-2.87%
Net Total	(253,026)	(245,092)	7,933	3.14%

Actual vs Budget Year To Date by Department

Department Pass Powder Keg Ski Hill

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	-	-	-	0.00%
- Donations	-	4,765	4,765	100.00%
- Licenses and Fees	-	-	-	0.00%
- Other Revenues and Cost Recoveries	12,500	16,049	3,549	28.39%
- Rental Income	72,500	61,309	(11,191)	-15.44%
- Sale of Goods and Services	490,600	457,380	(33,220)	-6.77%
- Transfers from Reserves	159,000	151,973	(7,027)	-4.42%
Total Revenues	734,600	691,477	(43,123)	-5.87%
- Administration	10,125	11,433	1,308	12.92%
- Contracted Services	56,450	50,392	(6,058)	-10.73%
- Inter-Department Expenses	-	-	-	0.00%
- Operations	480,705	361,184	(119,521)	-24.86%
- Repairs and Maintenance	25,600	16,347	(9,253)	-36.15%
- Salaries, Wages and Benefits	636,430	601,325	(35,105)	-5.52%
- Service Charges and Interest	7,000	(72,816)	(79,816)	-1,140.23%
- Transfer to Reserves	52,866	52,866	-	0.00%
Total Expenses	1,269,176	1,020,731	(248,445)	-19.58%
Net Total	(534,576)	(329,254)	205,322	38.41%

Actual vs Budget Year To Date by Department

Department Protective Services

January 2024 To December 2024 (12 Months)

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
- Conditional Grants	1,500	32,190	30,690	2,046.00%
- Donations	-	500	500	100.00%
- Gain/Loss on Disposal	-	(28,511)	(28,511)	-100.00%
- Licenses and Fees	175,000	151,055	(23,945)	-13.68%
- Other Revenues and Cost Recoveries	72,000	82,371	10,371	14.40%
- Rental Income	-	50	50	100.00%
- Sale of Goods and Services	6,279	8,830	2,550	40.62%
- Transfers from Reserves	215,000	-	(215,000)	-100.00%
Total Revenues	469,779	246,484	(223,295)	-47.53%
- Administration	17,775	24,268	6,493	36.53%
- Contracted Services	572,845	620,170	47,325	8.26%
- Grants to Organizations	-	-	-	0.00%
- Inter-Department Expenses	56,736	-	(56,736)	-100.00%
- Operations	478,200	551,521	73,321	15.33%
- Repairs and Maintenance	1,300	-	(1,300)	-100.00%
- Salaries, Wages and Benefits	777,327	831,703	54,375	7.00%
- Service Charges and Interest	35,578	43,754	8,176	22.98%
- Transfer to Reserves	65,767	75,167	9,400	14.29%
Total Expenses	2,005,528	2,146,582	141,053	7.03%
Net Total	(1,535,749)	(1,900,097)	(364,348)	-23.72%