



Clearwater County

Regular Council Meeting - 12 May 2020

Agenda

9:00 AM - Tuesday, May 12, 2020

Council Chambers, 4340 – 47 Avenue, Rocky Mountain House, AB

Our Vision: Community, prosperity and natural beauty - connected.

Our Mission: Through proactive municipal leadership, we will invest innovatively to generate and support economic and population growth, to position Clearwater County for a sustainable, prosperous future.

	Page
1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. ADOPTION OF MINUTES	
3.1. Regular Council Meeting - 28 Apr 2020 - Minutes - Pdf	3 - 7
4. PUBLIC HEARING	
4.1. 9:00 am Public Hearing - Bylaw 1083/20 Clearwater County Land Use Bylaw - Pdf	8 - 11
5. PLANNING & DEVELOPMENT	
5.1. Consideration of Second and Third Readings of Bylaw 1083/20 Clearwater County Land Use - Pdf	12 - 248
6. DELEGATION/PRESENTATION	
6.1. 10:30 am David Carter, Community Homelessness Coalition - Pdf	249 - 253
7. AGRICULTURE & COMMUNITY SERVICES	
7.1. Wild Rose School Division's Request for Funding Commitment Letter - Pdf	254 - 255
8. EMERGENCY & LEGISLATIVE SERVICES	
8.1. Bylaw 1094/20 - Municipal Emergency Management Bylaw - Pdf	256 - 280
8.2. Clearwater Regional Fire Rescue Services 2020 Operating and Capital Budget Amendments - Pdf	281 - 288
9. PUBLIC WORKS	
9.1. Town of Rocky Mountain House Eco Centre Project Proposal - Pdf	289 - 322
10. CAO OFFICE	
10.1. Town of Rocky Mountain House - Clearwater County Negotiating Committee Appointments - Pdf	323 - 329
11. CORPORATE SERVICES	
11.1. Municipal Entrance Welcome Signs - Pdf	330 - 345
11.2. Support for Private Member's Bill C-221, The Environmental Restoration Incentive Act. - Pdf	346 - 368

11.3.	Tax Rate Bylaw 1093/20 - Pdf	369 - 373
12.	REPORTS	
12.1.	CAO Report 05.12.2020	374
12.2.	Public Works Report 05.12.2020	375 - 379
12.3.	Councillor Reports	
12.4.	Councillor Remuneration	380 - 391
13.	CLOSED SESSION*	
	* For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197 (2) and b) the Freedom of Information and Protection of Privacy Act	
13.1.	Personnel - CAO Performance Evaluation; FOIP s.17 Disclosure Harmful to Personal Privacy	
13.2.	Verbal Report; FOIP s.24 Advice from Officials	
13.3.	Verbal Report - Village of Caroline; FOIP s.23 Local Public Body Confidences	
14.	ADJOURNMENT	



MINUTES

Regular Council Meeting

9:00 AM - Tuesday, April 28, 2020
Council Chambers, 4340 – 47 Avenue,
Rocky Mountain House, AB

COUNCIL PRESENT: Reeve Timothy Hoven
Councillor Jim Duncan
Councillor Cammie Laird
Councillor Daryl Loughheed
Councillor John Vandermeer
Councillor Theresa Laing
Councillor Michelle Swanson (via electronic communications)

ADMINISTRATION PRESENT: Chief Administrative Officer - Rick Emmons
Director, Corporate Services - Murray Hagan
Finance Manager - Rhonda Serhan
Recording Secretary - Tracy Haight
Director, Public Works Operations - Kurt Magnus
Director, Agriculture & Community Services - Matt Martinson
Director, Emergency & Legislative Services - Christine Heggart
Manager, Information & Technology - Cam McDonald
Broadband Technologist - Tim Quinn

1. CALL TO ORDER

Reeve Hoven called the meeting to order at 9:01 am.

2. ADOPTION OF AGENDA

RES-186-2020 Motion by Councillor Cammie Laird that Council adopts the April 28, 2020, Regular Council Meeting Agenda as circulated.
CARRIED

3. ADOPTION OF MINUTES

3.1. Regular Council Meeting - 14 Apr 2020 - Minutes

RES-187-2020 Motion by Councillor Jim Duncan that Council adopts the April 14, 2020 Regular Meeting Minutes as circulated.
CARRIED

4. CORPORATE SERVICES

4.1. Tax Rate Bylaw 1093/20

RES-188-2020 Motion by Councillor John Vandermeer that Council grants first reading of Bylaw 1093/20 to authorize the rates of taxation levied against assessable property within Clearwater County for the 2020 taxation year, as amended to identify an assessment non-residential sub-class for small business property with a separate municipal tax rate of 25% less than the full non-residential municipal tax rate, as authorized by Clearwater County Non-Residential Sub-Classes Bylaw 1082/19.

CARRIED

4.2. Broadband Priority Projects

RES-189-2020 Motion by Councillor Cammie Laird that Council directs Administration to develop a Broadband Project Public Engagement Plan for Council's consideration.

CARRIED

RES-190-2020 Motion by Councillor Theresa Laing that Council directs Administration to bring additional core internet backbone project proposals to Council for consideration.

CARRIED

RES-191-2020 Motion by Councillor Jim Duncan that Council directs Administration to draft a Request For Proposal for access service from the Condor Public Services Building to enhance internet service in the Condor area.

CARRIED

5. EMERGENCY & LEGISLATIVE SERVICES

5.1. TABLED ITEM: Clearwater Regional Fire Rescue Services (CRFRS) Obsolete Policy Clean-Up

RES-192-2020 Motion by Councillor Jim Duncan that Council lifts from the table the September 24, 2019 Regular Council Meeting agenda item *Clearwater Regional Fire Rescue Services (CRFRS) Obsolete Policy Clean-Up*.

CARRIED

RES-193-2020 Motion by Councillor Jim Duncan that Council rescinds the following Clearwater Regional Fire Rescue Services policies:

11/27/2007 Fire Fighting Fees and Reimbursements
01-04-1-01-08 Operational Guidelines
01-05-1-01-08 Standard Operating Guideline Annual Statement of Commitment
02-15-1-01-08 District Fire Chief / Battalion Chief

02-16-1-01-08 Regional Administrative Assistant
02-17-1-01-08 Regional Prevention / Training Officer (TBA)
02-18-1-01-08 Regional Deputy Fire Chief
02-19-1-01-08 Regional Fire Chief
02-20-1-01-08 Regional Fire Services Standing Committee
03-01-1-01-08 Rules & Regulations
03-02-1-01-08 Fire Rescue Services Discipline
03-03-1-01-08 Grievance Management & Issues Resolution
03-04-1-01-08 Purchasing Policy
04-05-1-01-08 Fire Fighter Recognition & Awards
04-06-1-01-08 Fire Fighter Remuneration
04-07-1-01-08 Fire Rescue Services Request for Automatic & Mutual Aid
04-08-1-03-15 Fire Rescue Services Fees for Service Schedule
04-09-1-01-08 Regional Fire Chief Performance Evaluation Process
CARRIED

5.2. DRAFT Fire Rescue Services and Fire Control Bylaw # 1069/20

RES-194-2020 Motion by Councillor Jim Duncan that Council grants first reading of Bylaw 1069/20 for the purpose of establishing and operating fire rescue services and for fire control.
CARRIED

RES-195-2020 Motion by Councillor Daryl Lougheed that Council grants second reading of Bylaw 1069/20.
CARRIED

RES-196-2020 Motion by Councillor Theresa Laing that Council grants permission for third reading of Bylaw 1069/20.
CARRIED

RES-197-2020 Motion by Councillor Cammie Laird that Council grants third reading of Bylaw 1069/20.
CARRIED

6. AGRICULTURE & COMMUNITY SERVICES

6.1. Clearwater County Post Secondary Scholarship for Home school Students - Committee Terms of Reference.

Reeve Hoven recused himself from Item 6.1 to avoid a potential conflict of interest or lack of impartiality.

Reeve Hoven left the meeting at 10:21 am.

RES-198-2020 Motion by Councillor Cammie Laird that Council appoints Councillor Jim Duncan as Chair for Item 6.1.
CARRIED

RES-199-2020 Motion by Councillor John Vandermeer that Council delegates the review of home school post secondary scholarship applications and the selection of a successful candidate to the Clearwater County Agriculture Service Board; and, that the Clearwater County Post-Secondary Scholarship Policy is amended to include this provision.

CARRIED

Reeve Hoven joined the meeting at 10:47 am.

6.2. David Thompson Playschool Relocation Request for Support.

RES-200-2020 Motion by Councillor Cammie Laird that Council grants \$10,000 in funds and donates site preparation material, up to \$2,000 in costs including delivery, to the David Thompson Playschool Society to relocate the school building to the Condor Community Hall property; and, that Council approves reallocating \$12,000 from Contingency to Agriculture and Community Services 2020 budget.

CARRIED

7. OFFICE OF THE CAO

7.1. West Country Random Camping Access Management

RES-201-2020 Motion by Councillor John Vandermeer that Council sends a letter to Minister Nixon, Alberta Environment and Parks, requesting clarification of the Province's plan for random camping access in the West Country.

CARRIED

8. REPORTS

8.1. CAO's Report

8.2. Public Works Report

8.3. Councillor Reports

8.4. Councillor Remuneration

RES-202-2020 Motion by Councillor John Vandermeer that Council receives the April 28, 2020, CAO Report, Public Works Report, Councillor Reports from Reeve Hoven, Councillors Duncan, Lougheed, Swanson and Vandermeer, and Councillor Remuneration Reports for information as presented.

CARRIED

9. CLOSED SESSION*

* For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197 (2) and b) the Freedom of Information and Protection of Privacy Act

9.1. Delegation: 1:00 pm Gordon McCrindle, President, Rocky Curling Club; FOIP s.16 Disclosure Harmful to Third Party Interest

9.2. Labour; FOIP s.24 Advice from Officials

RES-203-2020 Motion by Councillor Theresa Laing that Council goes into CLOSED Session to discuss Item 9.1, as per FOIP s.21 Disclosure Harmful to Third Party Interest and Item 9.2, as per FOIP s.24 Advice from Officials at 12:58 pm.

CARRIED

RES-204-2020 Motion by Councillor Jim Duncan that Council goes into OPEN Session at 3:17 pm.

CARRIED

10. ADJOURNMENT

RES-205-2020 Motion by Councillor Michelle Swanson that the meeting adjourns at 3:17 pm.

CARRIED

Reeve

CAO



Agenda Item Report

Regular Council Meeting

AIR Type:	Presentation
SUBJECT:	9:00 am Public Hearing - Bylaw 1083/20 Clearwater County Land Use Bylaw
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Tracy Haight, Executive Assistant Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (Municipal Government Act s230 and Order In Council 099/2020 Meeting Procedures (COVID-19 Suppression) Regulation) <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Public Hearing Participation Instructions FAQ	

STAFF RECOMMENDATION:

N/A

BACKGROUND:

During the COVID-19 health emergency, the Province enacted the *Meeting Procedures (COVID-19 Suppression) Regulation* to assist municipalities in complying with legislative meeting and public hearing requirements. The regulation allows meetings and public hearings to be held in a manner that supports social distancing recommendations and mass gathering restrictions from the Chief Medical Officer of Health.

Section 230 of the Municipal Government Act requires Council to hear any person who claims to be affected by the proposed bylaw (1083/20 - Clearwater County Land Use Bylaw) or wishes to make a presentation and has complied with the procedures outlined by Council.

Under the new Regulation, today's public hearing for Bylaw 1083/20 will be conducted electronically. Any person who wishes to be heard by Council may do so by following Step #3 in the attached instructions. A Questions & Answers sheet is also attached for further clarification.



Public Hearings

DURING COVID-19

Public Hearings are
LIVE STREAMED + RECORDED
PARTICIPATE IN THE FOLLOWING WAYS



1 LISTEN

VIA LIVE STREAM
ON OUR
YOUTUBE CHANNEL



2 COMMENT

VIA EMAIL/FAX/DROP-OFF
planning@clearwatercounty.ca
FAX 403-845-4048
DROP OFF IN PERSON



3 PARTICIPATE

VIA LIVE
AUDIO
CONFERENCE CALL

FOR DETAILED INSTRUCTIONS [CLICK THE LINK](#) IN THIS POST!



Public Hearings

DURING COVID-19




1 LISTEN

VIA LIVE STREAM
ON OUR
YOUTUBE CHANNEL




youtube.com/user/ClearwaterCounty



Public Hearings

DURING COVID-19



2 COMMENT

EMAIL
planning@clearwatercounty.ca


FAX
403-845-4048

DROP-OFF
IN PERSON


a. Your comments, and all other contents of your email message become part of a public record, which during this time, is also live streamed;

b. We reserve the right to remove your comments from the record, if you do not include your first and last name as well as a contact phone number;

c. We also reserve the right to remove your comments from the record if they do not comply with our Respectful Workplace Policy.




PRIOR TO 4:00PM BEFORE THE HEARING



Public Hearings

DURING COVID-19



3 PARTICIPATE

CALL TO JOIN
Between 8:30am and 8:45am

Phone
+1-587-328-1099
Meeting ID: 970 3984 7717

The moderator will place your call in order, and you will be prompted when to speak and address Council.



BETWEEN 8:30AM AND 8:45AM

Question / Answers

May 12 – 9:00 am Public Hearing

The public can visit the County website to learn more about ways to participate:

clearwatercounty.ca/p/public-hearings

- 1. Can I attend the public hearing on May 12 in person?** Unfortunately, due to COVID-19 Clearwater County offices are closed to public access to protect staff and ensure the continuation of essential municipal services, but you can participate in the following ways:
- 2. How is the audio conference call being conducted?** The County will be using Zoom Meetings to conduct the conference call. This is an online cloud-based service that offers Meetings, Webinars and provides content sharing and video conferencing capability.
- 3. Do you need an account to use Zoom?** A Zoom account is not required if you are strictly joining Zoom Meetings as a participant.
- 4. How do I phone to join the audio conference call?** See infographic below:



You can join a Zoom meeting via teleconferencing/audio conferencing (using a traditional phone).

- 1.) Dial the call-in number (see above).**
- 2.) You will be prompted to enter the meeting ID, followed by # (see above).**
- 3.) If the meeting has not started and you join before the host press # to wait.**

This is the first time the County is conducting a public hearing by conference call, your patience is appreciated.



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Consideration of Second and Third Readings of Bylaw 1083/20 Clearwater County Land Use
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT:	Planning & Development
WRITTEN BY:	Kim Gilham & Jose Reyes, Senior Planners
REVIEWED BY:	Keith McCrae, Director & Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (Municipal Government Act, 2000) <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input checked="" type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Bylaw 1083-20 Land Use Bylaw Schedule "A" (LUB 1083-20 Draft)	

STAFF RECOMMENDATION:

Pending the results of the public hearing, it is recommended Council grant second and third readings to Bylaw 1083/20, as amended since first reading.

BACKGROUND:

Council adopted Land Use Bylaw 714/01 in September of 2001. In 2011, following a major review and changes to Clearwater County's Municipal Development Plan (MDP), changes were also made to the County Land Use Bylaw (LUB) to make both documents consistent. Several changes and additions have been made as necessary over the years.

Since the changes were made in 2011, Planning staff has made notes within their working documents where they have found information unclear, missing definitions and other grammatical and spelling errors within the document. Staff has now put a draft document together to present to Council to address some of these issues reported over the years.

This document is not meant to be a large update or to bring any major changes. The intention is to add some definitions and points of clarification within the document. After consulting with legal

counsel, staff is proposing that a repeal and replace versus an amendment to the existing document created in 2001 be made. This action would allow the new document to contain all previous amendments and the proposed amendments under one bylaw number for simplification purposes.

Proposed changes to the document include the following:

1. **Municipal Government Act (MGA):** In 2017 the Provincial Government amended the MGA in order to clarify and streamline some sections. Thus, amendments to the LUB are being made to reflect a few of the MGA changes such as advertising requirements and decision-making timelines.
2. **Definitions:** New definitions are being introduced for some land uses such as Business Parks, Child Care Facilities, Equestrian Centres and Highway Maintenance Yards. In addition, some definitions are being moved from the land use districts to the Definitions Section 1.7.
3. **Sea Containers:** A definition for Sea Containers is being added. In addition, a new section to regulate the placement of sea containers is being introduced (Sec. 7.14). Sea containers to a maximum of three are also being listed as a discretionary use in the Agriculture District “A”, Intense Agriculture District “IA”, Industrial District “I” and the Light Industrial District “LI”.
4. **Accessibility to a municipal road or highway:** Sec. 3.5(10)(h) is being expanded to ensure that appropriate access from a municipal road is being provided for new developments.
5. **Holiday trailer/recreation vehicle:** Sec. 6.13(4) is being expanded to clarify that holiday trailer/recreation vehicles can only be parked on residential properties where a principal dwelling already exists. No changes are being proposed to Sec. 6.13 – Objects Prohibited or Restricted in Yards.
6. **Telecommunication Towers:** Sec. 7.9 is being amended to complement new Innovation, Science and Economic Development Canada (ISED) regulations as well as the new County *Telecommunication Antenna System Siting Policy*.
7. **Setbacks from Secondary Road Intersections:** The term “Secondary Road” is no longer used by the province. As a result, the figures included in Sec. 10.3 are being amended.
8. **Land Use Districts:** Some land uses are being amended to reflect the new definitions. The order/sequence of the districts is also being changed to allow for a better reading flow.
9. **Spelling and Grammar:** Spelling and grammatical changes have been made within the document and may not be indicated.
10. **Setbacks from Highways:** Additional changes were made to the document after comments were received from Alberta Transportation to make the Bylaw consistent with their requirements and to correct the misuse of any terms in the document. We did not address all the suggestions as some are more detailed and may change over time. In addition, landowners are required to get independent approval from Alberta Transportation for Subdivision and Development adjacent to a highway.
11. **Mapping:** As part of this process we have been working with our GIS department to ensure that the maps that are included within the Land Use Bylaw under Section 16: Land Use District Maps are also updated. The township maps now include all subdivisions completed to date and the applicable land use zoning for those subdivisions. We have also updated and added all relevant Hamlet and multi-lot subdivisions within the document. These maps form part of the Bylaw. It is a large portion of the document and difficult to attach so we are providing a link to these maps, which are posted on the Clearwater County website.
<http://www.clearwatercounty.ca/p/land-use-zoning-maps>

PLANNING DIRECTION:

Sec 639 of the Municipal Government Act states: “Every municipality must pass a land use bylaw.”

Sec 640(1) of the Municipal Government Act states: “A land use bylaw may prohibit or regulate and control the use and development of land and buildings in a municipality.”

REFERRALS/CIRCULATION:

Bylaw 1083/20 was circulated to all applicable agencies, advertised in the local newspapers and advertised on Clearwater County’s website in accordance with the MGA. Responses indicating no comments or concerns regarding the proposal were received from TELUS Communications, Mountain View County, and Red Deer County. We received a lengthy response from Alberta Transportation indicating they have no objections, but they did have comments for consideration. Some minor changes were made to incorporate relevant comments.

RECOMMENDATION:

At the regular Council meeting held on February 11, 2020, Council reviewed and gave first reading to Bylaw 1083/20. As required by legislation, notice of today’s Public Hearing was advertised in the local newspapers and posted on Clearwater County’s website and comments were invited from adjacent landowners and referral agencies.

Upon consideration of the representations made at the Public Hearing, Council will consider whether or not to grant second and third readings to Bylaw 1083/20, as amended since first reading.

BYLAW NO. 1083/20

BEING A BYLAW TO REGULATE AND CONTROL THE USE AND DEVELOPMENT OF LAND AND BUILDINGS IN CLEARWATER COUNTY IN THE PROVINCE OF ALBERTA

WHEREAS Section 640 of the Municipal Government Act, RSA 2000, Chapter M-26, as amended, authorizes the Council of a Municipality to enact a Land Use Bylaw to prohibit or regulate and control the use and development of land and buildings in a municipality.

NOW THEREFORE the Council of Clearwater County, in the Province of Alberta, enacts as follows:

1. That the document titled "Clearwater County Bylaw 1083/20 – The Land Use Bylaw" as described in Schedule "A" and forming part of this Bylaw be adopted;
 2. That the numbering sequence for the "Clearwater County Bylaw 1083/20 – The Land Use Bylaw" be determined as appropriate;
 3. That the Land Use Bylaw No. 714/01 and all amendments thereto is hereby rescinded;
- and
4. That this Bylaw shall take effect upon the final passing thereof.

READ a first time this ____ day of _____, 2020.

PUBLIC HEARING held this _____ day of _____ A.D., 2020.

READ a second time this ____ day of _____, 2020.

READ a third time and finally passed this ____ day of _____, 2020.

REEVE

CHIEF ADMINISTRATIVE OFFICER

CLEARWATER COUNTY

BYLAW NO. ~~714/011083/20~~

THE LAND USE BYLAW



**Prepared by:
Parkland Community Planning Services
&
Clearwater County**

~~Adopted September 25, 2001~~2020
~~Amendments & Grammatical Changes February 22, 2011~~
~~Amendments July 9, 2013~~
~~Amendments May 24, 2016~~
~~Office Consolidation June 27, 2017~~
~~Amendments March 27, 2018~~
~~Amendments October 9, 2018~~
~~Amendments ????????~~

Formatt

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BYLAW NO. ~~714/011083/20~~

BEING A BYLAW TO REGULATE AND CONTROL
THE USE AND DEVELOPMENT OF LAND AND BUILDINGS
IN CLEARWATER COUNTY
IN THE PROVINCE OF ALBERTA

WHEREAS the Municipal Government Act, Chapter M-26-1, Statutes of Alberta, ~~2018/1994~~ and amendments thereto, authorize the Council of a Municipality to enact a Land Use Bylaw to regulate and control the use and development of land and buildings within the municipality.

NOW THEREFORE the Council of Clearwater County, in the Province of Alberta, enacts as follows:

The attached Text, Forms, Figures and Schedules comprise Clearwater County Land Use Bylaw No. ~~714/011083/20~~.

The Land Use Bylaw No. ~~714/0199~~ and all amendments thereto is hereby rescinded.

This Bylaw comes into effect upon the date of it being given third reading by the Council of Clearwater County in the Province of Alberta.

If any provision(s) of this Land Use Bylaw is, for any reason, declared to be invalid, all remaining provisions remain in full force and effect.

READ A FIRST TIME THIS ~~28th~~ DAY OF ~~August, 2001~~-A.D.

READ A SECOND TIME THIS ~~25th~~ DAY OF ~~September, 2001~~-A.D.

READ A THIRD TIME AND PASSED THIS ~~25th~~ DAY OF ~~September, 2001~~-A.D.

~~Original Signed by Milton Elliot~~
Reeve
Municipal Manager

~~Original Signed by Brian Irmen~~
Chief Administrative Officer (CAO)

NOTE

ALL PERSONS MAKING USE OF THIS LAND USE BYLAW ARE REMINDED THAT A CERTIFIED COPY SHOULD BE CONSULTED FOR ALL PURPOSES OF INTERPRETING AND APPLYING THE LAND USE BYLAW OF THE MUNICIPALITY, SINCE AMENDMENTS ARE MADE FROM TIME TO TIME.

A CERTIFIED COPY OF THIS LAND USE BYLAW IS MAINTAINED AT ALL TIMES AT THE MUNICIPAL OFFICE IN ROCKY MOUNTAIN HOUSE AND COPIES OF IT MAY BE OBTAINED AT A COST OF \$25.00 EACH. COPIES OF ANY PORTION THEREOF MAY BE OBTAINED AT COST, AS OTHERWISE REGULATED BY THE MUNICIPAL GOVERNMENT ACT.

PART ONE: GENERAL.....	1
1.1 Short Title.....	1
1.2 Previous Bylaw	1
1.3 Effect and Application of this Bylaw.....	1
1.4 Purpose.....	1
1.5 Compliance with Other Laws	2
1.6 Land Use Policies.....	2
1.7 Definitions.....	2
PART TWO: AUTHORITIES	16
2.1 Development Officer.....	16
2.2 Municipal Planning Commission	16
2.3 Subdivision and Development Appeal Board.....	16
PART THREE: DEVELOPMENT CONTROL AND PERMITS	17
3.1 Control of Development.....	17
3.2 Development Not Requiring a Development Permit (“Deemed Approved”).....	17
3.3 Development Applications	19
3.4 Referral of Development Applications	20
3.5 Decisions on Development Applications.....	21
3.6 Notice of Decision	24
3.7 Development Permits and Their Validity.....	24
3.8 Development Agreements.....	26
3.9 Variances	27
3.10 Development Permit for Temporary Buildings and Uses of Land.....	28
3.11 Real Property Report Compliance Certificate.....	28
3.12 Non-conforming Buildings and Uses	29
PART FOUR: APPEALS	30
4.1 Appeal Procedure.....	30
4.2 Appeal Hearing	31
4.3 Decision	32

PART FIVE: ENFORCEMENT	33
5.1 <i>General</i>	33
5.2 <i>Interpretation</i>	33
5.3 <i>Right of Entry</i>	35
5.4 <i>Written Warning</i>	35
5.5 <i>Stop Order</i>	36
5.6 <i>Municipal Tag</i>	37
5.7 <i>Service of Written Warning, Stop Order, and Municipal Tags</i>	38
5.8 <i>Violation Ticket</i>	38
5.9 <i>Offences</i>	39
5.10 <i>Penalties</i>	40
PART SIX: GENERAL PARCEL AND DEVELOPMENT REGULATIONS	41
6.1 <i>Applicability</i>	41
6.2 <i>Development on Substandard Lots</i>	41
6.3 <i>Ancillary Buildings</i>	41
6.4 <i>Residential Shops</i>	42
6.5 <i>Corner Lots</i>	42
6.6 <i>Moved or Relocated Buildings</i>	43
6.7 <i>Number of Dwelling Units Allowed Per Parcel</i>	43
6.8 <i>Number of Main Buildings Per Lot in Non-Residential Districts</i>	46
6.9 <i>Building Setbacks</i>	46
6.10 <i>Building Heights</i>	47
6.11 <i>Site Elevation/Grade</i>	47
6.12 <i>Projections into Yards within Hamlets</i>	47
6.13 <i>Objects Prohibited or Restricted in Yards</i>	48
6.14 <i>Building Design, Character and Appearance</i>	49
6.15 <i>Landscaping and Screening</i>	50
6.16 <i>Fences and Wind Screens</i>	51
6.17 <i>Off-Street Parking and Loading Requirements</i>	51
6.18 <i>Signs</i>	52
6.19 <i>Lighting and Illumination</i>	54

6.20	<i>Water and Wastewater</i>	54
PART SEVEN: SPECIAL LAND USE PROVISIONS		55
7.1	<i>Farm Subsidiary Business</i>	55
7.2	<i>Dude Ranch or Vacation Farm</i>	55
7.3	<i>Bed and Breakfast Establishments</i>	56
7.4	<i>Home Occupations</i>	56
7.5	<i>Historical and Archeological Sites</i>	57
7.6	<i>Surveillance Suites</i>	57
7.7	<i>Alcohol Sales</i>	58
7.8	<i>Guest Houses</i>	58
7.9	<i>Telecommunication Towers</i>	59
7.10	<i>Small Animal Breeding and Kennels</i>	59
7.11	<i>Trout Ponds</i>	59
7.12	<i>Cannabis Production Facility</i>	60
7.13	<i>Cannabis Retail Sales</i>	61
7.14	<i>Sea Container (Sea-Can)</i>	61
PART EIGHT: ENVIRONMENTAL SETBACKS AND REPORTS		62
8.1	<i>Development On or Near Slopes</i>	62
8.2	<i>Subdivision and Development Near Water</i>	62
8.3	<i>Flood Prone Lands</i>	63
8.4	<i>Environmentally Significant Lands</i>	64
8.5	<i>Environmental Audits</i>	65
8.6	<i>Environmental Review</i>	66
8.7	<i>Remote Area - Wild Land/Urban Interface Developments</i>	67
PART NINE: RESOURCE OPERATIONS AND SETBACKS		68
9.1	<i>Site Alterations</i>	68
9.2	<i>Top Soil Removal and Natural Resource Extraction/Processing</i>	69
9.3	<i>Gas and Oil Wells</i>	70
9.4	<i>Sour Gas Facilities</i>	70
PART TEN: INFRASTRUCTURE SETBACKS AND REGULATIONS		71
10.1	<i>Development Setbacks from Wastewater Treatment Plants</i>	71

10.2	<i>Development Setbacks from Landfills and Waste Sites</i>	71
10.3	<i>Setbacks from Roads and Intersections</i>	71
	PART ELEVEN: CONFINED FEEDING OPERATIONS	73
11.1	<i>Confined Feeding Operations</i>	73
	PART TWELVE: AMENDMENT	74
12.1	<i>Application for Bylaw Amendment</i>	74
12.2	<i>Amending Bylaw Process</i>	74
	PART THIRTEEN: LAND USE DISTRICTS - <i>Reorganizing Districts</i>	77
13.1	<i>Establishment of Districts</i>	77
13.2	<i>Boundaries</i>	78
13.3	<i>Crown Land Transferred to Private Ownership</i>	79
13.4	<i>District Regulations</i>	79
13.4 (1)	<i>AGRICULTURE DISTRICT "A"</i>	80
13.4 (2)	<i>INTENSIVE AGRICULTURE DISTRICT "IA"</i>	83
13.4 (3)	<i>COUNTRY RESIDENCE DISTRICT "CR"</i>	85
13.4 (4)	<i>COUNTRY RESIDENCE AGRICULTURE DISTRICT "CRA"</i>	87
13.4 (5)	<i>INDUSTRIAL DISTRICT "I"</i>	89
13.4 (6)	<i>LIGHT INDUSTRIAL DISTRICT "LI"</i>	91
13.4 (7)	<i>HAMLET COMMERCIAL DISTRICT "HC"</i>	93
13.4 (8)	<i>HAMLET RESIDENTIAL DISTRICT "HR"</i>	95
13.4 (9)	<i>INSTITUTIONAL DISTRICT "P"</i>	97
13.4 (10)	<i>RECREATION FACILITY DISTRICT "RF"</i>	99
13.4 (11)	<i>LEISURE RESIDENCE DISTRICT "LR"</i>	103
13.4 (12)	<i>HIGHWAY DEVELOPMENT DISTRICT "HD"</i>	106
13.4 (13)	<i>MANUFACTURED HOME PARK DISTRICT "MHP"</i>	108
13.4 (14)	<i>FORESTRY DISTRICT 1 "F1"</i>	112
13.4 (15)	<i>FORESTRY DISTRICT 2 "F2"</i>	113
13.4 (16)	<i>COUNTRY RESIDENTIAL MINOR INDUSTRIAL DISTRICT "CRMI"</i>	114
13.4 (17)	<i>NORDEGG RURAL RESIDENCE DISTRICT "NRR"</i>	116
13.4 (18)	<i>NORDEGG TOURIST RECREATION DISTRICT "NTR"</i>	121
13.4 (19)	<i>NORDEGG MEDIUM DENSITY RESIDENTIAL DISTRICT "NR-2"</i>	128

13.4 (20)	NORDEGG LEISURE RESIDENCE DISTRICT “NLR”	130
13.4 (21)	NORDEGG PUBLIC AND INSTITUTIONAL DISTRICT “NPI”	138
13.4 (22)	NORDEGG SERVICE COMMERCIAL DISTRICT “NSC”	144
13.4 (23)	NORDEGG INDUSTRIAL DISTRICT “NI”	150
13.4 (24)	SAUNDERS ALEXO DISTRICT “SA”	156
13.4 (25)	SHUNDA GOLDEYE DISTRICT “SG”	160
13.4 (26)	BIGHORN CANYON DISTRICT “BC”	164
13.4 (27)	WHITEGOAT LAKES DISTRICT “WL”	168
13.4 (28)	DIRECT CONTROL DISTRICT “DC”	172
13.4 (29)	PUBLIC AIRPORT DISTRICT “PA”	173
13.4 (30)	RECREATION RESIDENTIAL DISTRICT “RR”	175
13.4(31)	RESIDENTIAL ESTATE DISTRICT “RE”	177
13.4(32)	NORDEGG LOW DENSITY RESIDENCE DISTRICT “NLDR”	179
13.4(33)	NORDEGG MIXED USE RESIDENCE / RESORT COMMERCIAL DISTRICT “NMUR”	186
13.4(34)	DIRECT CONTROL DISTRICT ONE “DC-1”	193
PART FOURTEEN: <u>OVERLAY DISTRICTS</u>		193
<u>164.1 Purpose and Application</u>		<u>197</u>
<u>146.2 Airport Vicinity Overlay District</u>		<u>199</u>
<u>PART FIFTEEN: FORMS AND DECLARATIONS</u>		195
14.1	Establishment of Forms.....	195
PART SIXTEENFIFTEEN: LAND USE DISTRICT MAPS		196
15.1	Land Use District Maps <i>by Township Sheets</i>	196
15.2	<i>Subdivision Land Use District Maps Schedules</i>	196
<u>SUPPLEMENTARY REGULATIONS: LIST OF FIGURES</u>		197
(Note: These figures follow Section 10.3 Setbacks from Roads and Intersections)		
Figure 1	Setbacks from Rural <u>Municipal</u> Roads and Their Intersections	
Figure 2	Setbacks from Rural and Secondary Roads and Their Intersections	
Figure 3	Setbacks from Primary Highway and Rural <u>Municipal</u> Roads Intersections	
Figure 4	Setbacks from Secondary Roads Intersections	

~~Figure 5~~ Setbacks from Primary Highway Intersections

~~Figure 6~~ ~~Setbacks from Primary Highway and Secondary Road Intersections~~

~~Figure 7~~ Setbacks from Road Curves and Corner

~~16.1 Purpose and Application 197~~

~~16.2 Airport Vicinity Overlay District 199~~

PART ONE: GENERAL

1.1 Short Title

- (1) This Bylaw may be cited as the “Clearwater County Land Use Bylaw.”

1.2 Previous Bylaw

- (1) Bylaw No. 99 and amendments thereto are hereby repealed.

1.3 Effect and Application of this Bylaw

- (1) This Bylaw comes into effect upon the date of final reading.
- (2) No development shall be carried out within the Municipality except in accordance with this Bylaw.
- (3) If one or more provisions of this Bylaw are for any reason declared to be invalid, all remaining provisions are to remain in full force and effect.
- (4) Any application for a development permit, which is received in its completed form prior to the effective date of this Bylaw, shall be processed as if this Bylaw had not come into effect.
- (5) The standard of measurement used in this Bylaw is metric and any reference to imperial measure is for convenience. Where measurements are stated in both metric and imperial units, and for any reason clarification is sought, the metric unit shall apply or its exact imperial equivalent determined. Where only an imperial measure is given, its metric equivalent shall have precedence.
- (6) Pursuant to the Interpretations Act, where an action is required within a stated number of days following the issuing of a decision, ~~5~~ 7 additional days shall be provided to accommodate delivery of the relevant notices.

1.4 Purpose

- (1) The purpose of this Bylaw is to prohibit or regulate and control the use and development of land and buildings within the municipality to achieve the orderly development of land, and for that purpose, amongst other things:
 - (a) to divide the municipality into districts;
 - (b) to prescribe and regulate for each district the purposes for which land and buildings may be used;

- (c) to outline duties for the development authorities, being the Development Officer and Municipal Planning Commission;
- (d) to establish a method of making decisions on applications for development permits including the issuing of development permits;
- (e) to provide the manner in which the notice of issuance of a development permit is to be given.

1.5 Compliance with Other Laws

- (1) Compliance with this Bylaw does not exempt any person undertaking a development from complying with all applicable municipal, provincial and federal laws, and respecting any easements, covenants, agreements and other contracts affecting the land or development.

1.6 Land Use Policies

- (1) Every action undertaken by the municipality and its development and subdivision authorities must be consistent with any land use policies established pursuant to the Municipal Government Act.

1.7 Definitions

In this Land Use Bylaw, words in the singular include the plural and words in the plural include the singular, and use of the masculine gender includes the feminine gender.

“ACT” means the Municipal Government Act, Chapter M-26, R.S.A., 2000 and amendments thereto.

“ACCESSORY DWELLING UNIT” means a building or a portion of a building containing one or more habitable rooms that constitute a self-contained living accommodation unit that is separate and subordinate to the primary use of the building or site.

“ADJACENT LAND” means land or a portion of land that is contiguous to the parcel of land that is the subject of an application and includes land or a portion of land that would be contiguous if not for a public roadway, railway, utility right-of-way, river or stream and in the opinion of the Development Officer or Municipal Planning Commission any other land.

“AGGREGATE EXTRACTION/PROCESSING” means development for the removal, extraction, processing and transmission of the following for commercial purposes: sand, gravel, clay, peat, earth, shale, stone, marl, limestone, sandstone, marble, granite or other non-metallic ores.

“AIRPORT” means any area of land or other supporting surface used or intended to be used either in whole or in part for the arrival and departure or servicing of aircraft, and includes any building, installation or equipment in connection therewith, for which an airport license has been issued by Transport Canada.

“AIRSIDE COMMERCIAL” means commercial operations, including but not limited to charter flight services and flight schools, that require access to the airport runway and taxiways.

“AIRPORT COMMISSION” means the Airport Commission, established jointly by the Town of Rocky Mountain House and Clearwater County for the Rocky Mountain House (CYRM) Airport.

“AMUSEMENT PARK” means a large outdoor area with fairground rides, shows, refreshments, games of chance or skill, and other entertainments.

“ANCILLARY BUILDING” means a building that is separate from and subordinate to the main building on the same parcel of land and used for purposes customarily incidental or subordinate:

- (a) to the use and enjoyment of the main building; or
- (b) to the use and enjoyment of the parcel of land on which said buildings are situated. ~~and with regard to~~ Regarding a residential use may include a private garage, a storage shed, ~~sea can when finished to the satisfaction of the development officer~~, and greenhouse, but does not include a guest house. Regarding non-residential uses in Development Nodes may include a building for cooking, dining, assembly, crafts and related activities.

“ANCILLARY USE” means a use of a building or land which is normally incidental to and subordinate to the principal use of the parcel on which it is located.

“APARTMENT” means a single residential building comprised of three or more dwelling units having common corridors with shared external entrances and/or stairways.

“ARTIST STUDIO” means development used for the purpose of small scale, on-site, production of goods by hand manufacturing primarily involving the use of hand tools. Typical uses include pottery, ceramics, jewelry, toy manufacturing, sculpture and painting. An artist studio shall not include a gallery for the display and sale of items produced. An artist studio may be located within a dwelling or private garage. ~~An artist studio shall not include a gallery for the display and sale of items produced.~~

“ASPHALT PLANT” means a plant used for the manufacture of asphalt, macadam and other forms of coated roadstone, sometimes collectively known as blacktop or asphalt concrete.

~~“BASEMENT” means that portion of a building between two floor levels which is partly underground but which has at least 0.6 metres (2 feet) of its height from finished floor to finished ceiling above the adjacent finished grade.~~ means the lowest storey of a building which is partially or wholly below ground level.

~~“BED AND BREAKFAST” means a dwelling unit in which the occupant rents or leases a room or suite of rooms on a short term basis to vacationers or tourists, and which may include the provision of breakfast meals as part of or in addition to the rent paid for the room or suite of rooms.~~ means the accessory use of a principal dwelling unit in which short term overnight accommodation and limited meals are provided to overnight guests.

~~“BED AND BREAKFAST INN” means a private dwelling where four to six rooms are let and more than one or more meals is provided to registered guests.~~

~~“BEE KEEPING” means the use of a parcel for the commercial production of natural honey and other products the hive produces.~~

~~“BOARDING HOUSE OR LODGING HOUSE” means a building or portion thereof containing sleeping rooms without cooking facilities, where lodging and/or meals for three or more persons is provided for compensation, but does not include a hotel.~~

~~“BONA FIDE NEED” in the context of Section 6.6 means a situation where a person needs a dwelling to be close to the principal residence to provide care to a family member person in the principal residence or to receive care from a family member or caregiver in the principal residence.~~

~~“BONA FIDE TOURIST” means a person who is traveling during holiday time and, as such, is a temporary visitor at a place other than his/her place of residence and is engaged in recreation, rest or social interests.~~

~~“BORROW EXCAVATION” means an opening or excavation in the surface or subsurface of a given parcel of land, not exceeding four acres of total disturbance that is made solely for the purpose of removing sand, gravel, clay, or marl. A borrow excavation shall not remain open or active for a period exceeding 18 months. A borrow excavation does not permit any processing of the material(s) on the land(s).~~

~~“BUILDING HEIGHT” means the vertical distance between the average finished grade of the building and the highest point of the building, except at the discretion of the Development Officer it may be the average finished grade at the front of the building and the highest point of the building.~~

“BUSINESS PARK” means a comprehensively planned commercial development with common functional characteristics that may contain a range of business activities in a number of buildings.

“BREEZEWAY” means a roofed often open passage connecting two buildings (such as a house and garage) or halves of a building.

“CARPORT” means a roofed structure used for parking or storing not more than two private vehicles, and which has not less than 40 percent of its total perimeter open and unobstructed.

“CAMPGROUND” ~~means any parcel of land or part thereof which levies fees for the locating of tents, holiday trailers or recreation vehicles for temporary use by tourists and transients, and shall include facilities and amenities subordinate to the operation of the campground.~~ means an area which has been planned and improved to be used and maintained for a seasonal and/or short-term period for campers locating tents, recreational vehicles or both, within a defined area. Related facilities that are ancillary to and support the campground may be included on-site, such as an administrative office, a laundromat, picnic grounds, playgrounds and boating facilities. This does not include the use of manufactured homes (single or doublewide), park model trailers, cabins, motels, hotels, boarding or lodging houses, or recreational vehicle storage. The area must have access to a maintained road to Clearwater County standard.

“CANNABIS” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis seeds and any other substance defined as cannabis in the Cannabis Act (Canada) and its regulations, as amended from time to time. Cannabis does not include industrial hemp as defined under the Industrial Hemp Regulations (Canada) as amended from time to time.

“CANNABIS LOUNGE” means a development, or any part thereof, licensed to sell cannabis to the public, for consumption within the premises as authorized by Federal or Provincial Legislation, as amended from time to time.

“CANNABIS PRODUCTION FACILITY” means the use of land, or buildings for the cultivation, processing, testing, destruction, packaging and shipping of cannabis as permitted and licensed by the *Federal Government of Canada*. This does not include personal production of cannabis as provided for by the federal government.

“CANNABIS RETAIL SALES” means the retail sale of non-medical cannabis products or its derivatives that are authorized by Federal or Provincial Legislation, as amended from time to time.

~~“CERTIFICATE OF COMPLIANCE” means a certificate that was issued pursuant to the Confinement Livestock Facilities Waste Management Code of Practice by Alberta Agriculture and Rural Development and Alberta Environment.~~

“CLUSTERED LEISURE/RECREATION ACCOMMODATION” means two or more resort facility or recreation area accommodation units such as detached cabins, cottages, bungalows, or chalets or a lodge consisting of attached and/or detached units intended for short-stay use on a commercial, private, seasonal or time-shared basis and lacking certain components, conveniences or utilities commonly available in or as part of a year-round residence, and possibly including a common social facility and office.

“CHILD CARE FACILITY” means a development intended to provide care, educational activities and supervision for groups of seven or more children under thirteen (13) years of age during the day or evening, but does not include overnight accommodation, and is intended to be operated for at least twelve (12) consecutive weeks each year. This includes daycares, pre-schools, out-of-school care, and other programs where the primary purpose is the care of children.

“COMMUNAL UTILITY” means one or more of the systems or works listed in the definition of public utility in the Act which is inter-connected to serve two or more property owners and may be privately or publicly owned.

“COMMERCIAL GUEST CABIN” means a building that is separate from the main building that contains sleeping accommodations, and may have bathroom or kitchen facilities, for temporary guests.

“COMMERCIAL GUEST LODGE” means one or more buildings, usually in the country to provide accommodations for visitors that is hotel-like in nature. The building(s) may have attached or detached bathroom and kitchen facilities.

“CONDOMINIUM” means that type of property ownership of a parcel and/or building(s) comprised in a condominium plan, having more than one owner, each having exclusive title to an individual unit in the building(s) or to a portion of the parcel and also shared ownership of the remainder of the building(s) and/or parcel.

“CONDOMINIUM UNIT” means:

- (a) in the case of a building, a space that is situated within a building and described as a unit by a condominium plan by reference to floors, walls and ceilings within the building; and
- (b) in the case of other than that of a building, land and any portion of building thereon that is situated within a lot and described as a unit in a condominium plan by reference boundaries governed by monuments placed pursuant to the Survey Act.

“CONFINED AREA” means an enclosure used to confine, restrict and manage animals as part of an confined feeding operation but does not include a pasture or other enclosure where animals secure a major portion of their feed naturally within the confined area.

“CONFINED FEEDING OPERATION” means fenced or enclosed land or buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race tracks or exhibition grounds.

“CORNER LOT” means a lot having a frontage on two or more road **right of ways** other than a lane at their intersection or junction.

“COUNCIL” means the elected council of Clearwater County.

“COUNTY” means the corporation of Clearwater County, and where required by the context shall include all lands within the corporate boundaries of the said County.

“COUNTRY INN/RESORT LODGE” means a building which provides for the short term or occasional lodging and boarding of patrons. The development shall contain a minimum of six and a maximum of ten accommodation units all under one roof with individual or common washroom facilities and may include dining and beverage facilities.

“DETACHED DWELLING” means a residential building containing one residential unit, which is physically separated from any other residential building, includes a modular home, but does not include a manufactured home.

“DEVELOPMENT AUTHORITY” means the Development Authority established pursuant to Bylaw **479/95 998/14**.

“DEVELOPMENT OFFICER” means:

- (a) a person authorized to exercise the responsibilities of a Development Officer pursuant to this Bylaw; and
- (b) the Municipal Planning Commission where authorized to act as a Development Officer pursuant to this Bylaw; and
- (c) where the Municipal Planning Commission is authorized to act as a Development Officer in addition to a person appointed as a Development Officer, either or both of them.

“DEVELOPMENT PERMIT” means a document authorizing a development issued pursuant to this Bylaw.

“DILAPIDATED” means a building or object in a state of disrepair or ruin as a result of age or neglect.

“DISCRETIONARY USE” means a use of land or a building provided for in this Bylaw for which a development permit may be issued upon an application having been made.

“DISTRICT” means a land use district established pursuant to Section 13 of this Bylaw.

“DUGOUT” means an excavation or an opening less than one acre in size for the purpose of agricultural use. Dugouts shall be in conformance with provincial legislation.

“DUPLEX” means a residential building consisting of two dwelling units each having separate exterior entrances.

“DWELLING” or “DWELLING UNIT” means a building or portion of a building containing one or more habitable rooms that constitute a self-contained living accommodation unit having sleeping, cooking and bathroom facilities.

“EATING ESTABLISHMENT” means a building or part of a building where food is offered for sale or sold to the public for immediate consumption and may include such uses as a restaurant, café, cafeteria, coffee shop, or snack bar.

“ENVIRONMENTAL AUDIT” means a Phase One, Phase Two, or Phase Three comprehensive site analysis to determine:

- (a) if there are any hazardous substances above, on or below the surface of the subject property that may pose a threat to the environment and/or health of humans, wildlife, and/or vegetation;
- (b) if there are any breaches of federal, provincial and/or municipal environmental standards;
- (c) the level of risk that a contaminated site poses to the environment and/or the health of humans, wildlife and/or vegetation; and
- (d) what remedial actions may be required to reduce the risk posed by a contaminated site to a level acceptable to the applicable provincial agency or authority.

“ENVIRONMENTAL REVIEW” means a written report that indicates how a proposed development or subdivision may affect the site and adjacent lands. It addresses among other things:

- (a) the nature of the site and adjacent lands that may be affected, including environmental sensitivity;
- (b) the nature of potential impacts on the features and resources of the site and adjacent lands that may be affected;

- (c) an environmental protection/mitigation plan to alleviate any potential adverse effects; and
- (d) other matters as may be required by the County.

“EQUESTRIAN CENTRE” means facilities (buildings, shelters or other structures) at which horses are exercised or trained, training in equestrian skills or equestrian competitions or shows are held.

“EXCAVATION” means any breaking of ground, except common household gardening and ground care.

“EXISTING BUILDING SITE” means for parcels of land on which the principal use is residential, the position on a parcel of land at which the existing or principal dwelling is located; and, for parcels on which the principal use is agricultural, includes the area generally described as a farmstead or yard, sometimes partially or entirely enclosed by shelter belt.

“EXISTING RESIDENCE AND OTHER RELATED IMPROVEMENTS” means a detached (single) dwelling unit that is in good repair, is suitable for human habitation, with its own existing services including but not limited to a potable water supply and sewage disposal, and that has legal and physical access satisfactory to the Municipality and may include ancillary buildings and shelter belts. ~~up to a maximum site area of 2.91 hectares (7.19 acres).~~

“EXHIBITION GROUNDS” means an area of land where events are held such as rodeos, fairs, concerts, etc. The grounds may include structures and parking facilities.

“FARM BUILDING” means the improvements used in connection with the raising or production of crops, livestock, poultry, nursery trees and shrubs, fish, wildlife, game, fur production or bee keeping and situated on land used in connection with such farming operations, but does not include a dwelling or any buildings associated with a cannabis production facility.

“FARMING” means the use of land or buildings for the planting, raising, growing, production and sale of crops, livestock, poultry, trees and shrubs, wildlife, game, bees, honey, milk, and eggs; but does not include game farming or game ranching for viewing, tourism or recreational purposes, market gardening, sod farming or cannabis production facilities.

“FARMSTEAD” means a single improved building site on a parcel of land used for farming, and served by a common electrical power transformer, and containing a habitable dwelling and may include other dwellings, various ancillary buildings, improvements and a shelter belt.

“FARM SUBSIDIARY BUSINESS” means a business for an occupation, trade, profession or craft approved in accordance with this Bylaw to be carried out on a site as a use secondary and subordinate to the agricultural use and employing not more than two employees. This shall not include a cannabis production facility.

“FEEDLOT” means (with the exception of land and structures associated with the raising of livestock as part of a mixed farming operation) any land and structures used for or intended for feeding livestock in close confinement in such numbers that all of the resulting animal manure cannot be disposed of on the parcel occupied by the feeding facilities; but does not include an operation where the basic breeding stock are confined for winter feeding only.

“FISHPOND” means an excavation or an opening less than one acre in size for the purpose of stocking fish.

“FLOOD PRONE LANDS” means lands that may be subject to periodic flooding.

“FLOOR AREA” means the total floor area of every room and passageway contained in a building, but for a dwelling does not include the floor area of basements, attached garages, or portions of the building that are not enclosed, such as open porches, patios, decks, verandas or breezeways.

“FRAGMENTED PARCEL” means a portion of land completely severed from the balance of the quarter section by a developed registered public road plan, an active railroad, a deep ravine, a permanent water course, a permanent water body or a naturally occurring permanent wetland. For a permanent water course or a permanent water body to apply there must be written confirmation from Alberta Sustainable Resource Development that the title of the bed and shore of the permanent water course or water body is vested in the Crown in the right of Alberta.

“FRONT LINE” means in the case of an interior lot the property line abutting the road and in the case of a corner lot means the shorter property line which abuts a road not including a lane.

“FRONT YARD” means a yard extending across the full width of a parcel of land adjacent to a registered public road or road allowance between the front property line of a parcel and the front-wall of ~~the main~~ building.

“FUR FARM” means any land, building or premises primarily used for the keeping, breeding or rearing of fur-bearing animals.

“GAME FARM” means an enterprise where indigenous big game wild animals are kept in some form of confinement for purposes other than the sale of meat, and may also include research and commerce, and for which the required approvals have been secured.

“GOLF COURSE” means the golf playing area and ancillary buildings and uses related to the playing of the game of golf and may include a driving range, club house and pro-shop and other improvements related to the operation of a golf course.

“GREENHOUSE” means a building specially designed and used for the growing of vegetables, flowers and other plants for transplanting or for sale, excluding cannabis production facilities.

“GRADE” means the elevation at which the development and the lowest point of the finished ground surface meet.

“GROUNDSIDE COMMERCIAL” means commercial operations, including but not limited to retail, recreational, rental, service, repair and light fabrication operations in support of the airport and its users that do not require access to airport runways and taxiways.

“GUEST COTTAGE” means a building that is separate from the main building that contains sleeping accommodations, but no kitchen or cooking facilities, for the use of members of the family or temporary guests. Use in the “NLDR” and “NMUR” districts.

“GUEST HOUSE” means a building or portion of a building separate from the main building that contains sleeping accommodations, but no kitchen or cooking facilities, for the use of members of the family, temporary guests or persons permanently employed on the same parcel of land. A guest house is generally intended to have a total floor area not exceeding 55.74 square metres (600 sq. ft.), and an exterior finish that complements the exterior finish of the dwelling. A guest house is not a recreation facility, nor is it an ancillary use.

“HANGAR” means a private storage structure intended to house an airplane(s) and associated equipment. A hangar may include an accessory dwelling unit not intended for long term occupancy.

“HAMLET” means an unincorporated community consisting of five or more buildings as dwellings, a majority of which are on parcels of land smaller than 1,850 square metres (19,913 sq. ft.), has a generally accepted boundary and name, and contains parcels of land that are used for non-residential purposes.

“HIGHWAY MAINTENANCE YARD” means a facility used for the storage of materials and equipment related to highway maintenance.

“HOLIDAY TRAILER/RECREATION VEHICLE” means a transportable unit designed to be transported on its own wheels or by other means (including units mounted permanently or otherwise on trucks) bearing or required to bear a valid current vehicle license, and in such a manner as will permit its use for sleeping or living purposes for one or more persons and used exclusively by tourist(s) or transient(s), generally on a short-term basis.

“HOLIDAY TRAILER/RECREATION VEHICLE PARK OR CAMPGROUND” means generally any parcel of land, or part thereof which provides three or more sites, each for the purpose of locating a tent, holiday trailer or recreation vehicle for temporary living and sleeping accommodation for tourists and transients, and shall include any facilities or amenities subordinate to that use. The area must have access to a maintained road to Clearwater County standard. These facilities may be any of the following types:

- (a) “COMMERCIAL” means the parcel described generally above is developed and managed by the private sector and caters to the general public on a fee for use basis without any ownership interest therein being held by the users;
- (b) “CONDOMINIUM” means the parcel described generally above is the subject of a condominium plan or a proposed condominium plan as defined in the Condominium Property Act, and has been approved by Council;
- (c) “PUBLIC” means the parcel described generally above is developed and managed by a public agency and caters to the general public either with or without a fee for use being levied;
- (d) “TIME SHARE” means the parcel described generally above is managed primarily to serve a clientele who are contractual customers with an ownership interest in the subject parcel of land or site but have the right to return to such parcel or site at specified times.

“HOME OCCUPATION” means a development consisting of the use of part of a dwelling unit or ancillary building by a resident of the dwelling unit for an occupation, trade, profession, business or craft as a use secondary and subordinate to the residential use of the parcel of land.

“HOSTEL” means a building or group of buildings either with attached or detached bathroom and kitchen facilities offering, for a fee, modest comforts for supervised shelter or overnight lodging, but does not include a hotel or motel.

“HOUSEHOLD” means any individual person plus that person's spouse and may include their immediate children and/or one or more physically, mentally, socially or economically dependent parents, all living together as a single housekeeping unit and using common cooking facilities.

“INDUSTRIAL, STORAGE AND WAREHOUSING” means development used for either indoor or outdoor storage, warehousing, distribution or trans-shipment of raw materials, partially processed or finished goods, manufactured products, or equipment. Typical facilities would include pipe yards, vehicle or heavy equipment service and storage, lumber yards, storage/warehousing compounds or distribution centres. Generally, no additional processing would occur on site.

“INTEGRATED RECREATION/TOURIST RESORT” means a commercial development which offers a combination of fixed roof guest accommodation and recreational opportunities. The resort may be located to benefit from specific natural or built amenities and generally includes dining and beverage facilities, concessions, pro-shops and picnic areas.

“INTENSIVE AGRICULTURE” means agricultural production generally characterized by high inputs of capital, labour and/or technologies, usually on smaller parcels of land, but does not include confined feeding operations or cannabis production facilities.

“INTENSIVE RECREATION” means a recreational activity for which highly developed facilities are essential and/or there is a high ratio of participants relative to the space used.

“INTERIOR LOT” means any lot other than a corner lot.

“INTERMUNICIPAL DEVELOPMENT PLAN” means a plan pursuant to the Act adopted by Council and the Council of one or more other municipalities to guide future land use and development in an area of common interest.

“KENNEL” means a premise in which four or more dogs and/or cats over six months in age are maintained, boarded, bred, trained or cared for in return for remuneration, ~~or~~ kept for purposes of sale or for personal use.

“LAND USE DISTRICT” means a land use district established pursuant to Section 13 of this Bylaw.

“LANE” means a public thoroughfare not exceeding 9.14 metres (30 feet) in width which provides a secondary means of access to a parcel or parcels and is registered in a land titles office.

“LEISURE RESIDENCE” means a dwelling unit suitable for residential use only seasonally or occasionally during leisure or holiday time and generally lacking in one or more of the components, conveniences or utilities required for all year occupancy.

“LICENSED PREMISES” means all areas associated with the operations of the licensee, including, but not limited to; areas liquor may be sold or consumed, and any store room,

lobby, kitchen, hallway or other service areas used by the licensee in support of the areas where liquor may be sold or consumed. A licensed premise does not include a cannabis lounge.

“LIVESTOCK” means, but may not be restricted to, cattle, horses, sheep, goats, swine and domestic fowl.

“LIVESTOCK SALES-YARDS” means an enclosed area of land, with or without ancillary buildings or structures, upon which livestock are collected and marketed usually by public auction.

“MAIN BUILDING” means a building in which is conducted the main or principal use of the site on which it is located.

“MANUFACTURED HOME” means a residential building containing one dwelling unit built in a factory in one or more sections, designed to be transported on either its own wheels and chassis or other means to a suitable site, and placed on either a temporary or permanent foundation and connected to utilities for long-term occupancy. For the purposes of this Bylaw, two types of manufactured homes may be distinguished:

- (a) “Single Wide” means a manufactured home consisting of one section designed to be transported in a single load;
- (b) “Double Wide” means a manufactured home consisting of two sections separately transportable but designed to be joined together at the site to form one dwelling unit.

“MANUFACTURED HOME PARK” means a parcel comprehensively designed, developed, operated and maintained to provide sites and facilities for the placement and occupancy of three or more manufactured homes on a long-term basis, but shall not be deemed to include industrial and construction camps of a temporary nature.

“MANSE” means a house provided for a minister of certain Christian churches.

“MARKET GARDEN” means the growing of vegetables, herbs or fruit for commercial purposes, but does not include a cannabis production facility.

“MINIMUM DISTANCE SEPARATION (MDS)” means a setback or buffer established between an confined feeding operation and adjacent land uses by use of siting formulas in the 2000 Code of Practice for the Responsible Livestock Development and Manure Management in order to minimize potential land use conflicts.

“MINIMUM STANDARDS” means those minimum requirements relating to the permitted and/or the discretionary uses of land or buildings listed in the Land Use

District Regulations of this Bylaw and, where these are not specified, are as determined by the Development Officer.

“MINOR AGRICULTURAL PURSUIT” means a use associated with Country Residence Agriculture “CRA” District, and isolated Country Residence “CR” District parcels wherein a small number of livestock are permitted for the exclusive use and enjoyment of the occupant(s) of the lot. It is the sole responsibility of the occupant(s) to ensure the livestock are properly contained, on the subject land, with adequate fencing at all times. No sales of the livestock, or sales of the production associated with the livestock, is permitted.

“MINOR PERSONAL RECREATIONAL INTERESTS” means a use of land for recreational purposes that is unobtrusive and does not unduly disturb or affect the use and enjoyment by neighboring land owners of their property.

“MINOR SMALL SCALE INDUSTRIAL USES” means industrial/business uses which are incidental to the principal residential use of a site and, for the purposes of this definition, include small scale industrial shops, minor equipment storage, the parking and maintenance of equipment, and the storage of goods and materials related to the minor industry or business.

“MODULAR HOME” means a prefabricated, factory-built residential building containing one dwelling unit which has neither chassis, running gear, nor its own wheels, but which must be otherwise transported and assembled on a site and placed on a permanent foundation and connected to utilities for long-term occupancy.

“MOVED-IN BUILDING” means a building for which approval is being sought to relocate the building from the parcel of land on which it is presently located to a proposed parcel of land, but does not include a manufactured home or a new manufactured home to be transported from the factory.

“MULTIPLE HOUSING” means a residential building which contains three or more dwelling units.

“MUNICIPAL DEVELOPMENT PLAN” means the plan adopted and amended from time to time by Council as a Municipal Development Plan pursuant to the Act.

“MUNICIPAL GOVERNMENT ACT” means the Municipal Government Act, Chapter M-26, R.S.A., 2000, and amendments thereto.

“MUNICIPAL PLANNING COMMISSION” or “MPC” means the Municipal Planning Commission established by Council pursuant to the Act and authorized to exercise the responsibilities of the Municipal Planning Commission pursuant to this Bylaw.

“MUNICIPALITY” means Clearwater County.

“OFF-PARCEL DRAINAGE WORKS” means any works done on land to effect the movement of water off or onto a parcel of land other than the parcel on which the works are done.

“ONE OR TWO SUITE RENTAL UNITS” means a dwelling unit in which the occupant rents or leases one or two self-contained suites on a short-term basis.

“OPEN SPACE” means land not available for intensive use facilities, but available primarily for non-intensive recreational uses and for the protection or preservation of environmental amenities.

“OUTDOOR RECREATION/TOURISM OPERATIONS” means a business providing for outdoor commercial recreation and tourism opportunities to the general public, where the primary reasons for location are to take advantage of natural physical features and the availability of large areas of crown land. This may include but is not limited to mountain biking, ice climbing, caving, rock climbing, cross country/**downhill** skiing, hiking, backpacking, canoeing, kayaking, rafting, fishing, hunting, dog sledding, snowmobiling **motor-cross, trails** and ATV's.

“PARCEL” or “PARCEL OF LAND” means the aggregate of one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in a land titles office.

“PARKING SPACE” means a site intended for the placement (parking) of one automobile or other vehicle.

“PERMITTED USE” means the use of land or a building provided for in this Bylaw for which a development permit shall be issued, with or without conditions, upon an application having been made provided the use conforms with the provisions of this Bylaw.

“POWERSPORTS SALES/SERVICE CENTRE” means the retail sale of all-terrain vehicles, snowmobiles, motorcycles, or similar light recreational vehicles, together with incidental maintenance services/testing, sales of parts and accessories.

“PRIVATE GARAGE” means a separate ancillary building intended to be used in conjunction with a dwelling for the purpose of parking/storing private motor vehicles associated with the residential use of the property.

“PRIVATE STABLE” means an ancillary building for the accommodation of a horse or horses kept for the private use of the owner.

“PROFESSIONAL OFFICE” means development primarily for the provision of professional, management, administrative, consulting, or financial services in an office setting. Typical uses include, but are not limited to, the offices of lawyers, accountants, travel agents, real estate and insurance firms, planners and other consultants, dentists, doctors, clerical services and secretarial agencies. This excludes government services, the servicing and repair of goods, the sale of goods to the customer on the site, and the manufacture or handling of a product.

“PUBLIC RECREATION” means recreation available at or as a consequence of facilities or space provided by any level of government or its agencies.

“PUBLIC OR QUASI-PUBLIC USE “ means the use of land or a building or both for purposes of public administration and service and shall also include a building for the purpose of assembly, instruction, culture, recreation or other community activity.

“PUBLIC UTILITY” means the components of sewage, stormwater, or solid waste disposal systems or a telecommunication, electrical power, water, or gas distribution system. It includes a landfill, waste transfer and associated facilities, sewage lagoon and other sewage treatment facilities, water treatment plant and associated facilities, and public utility building.

“QUALIFIED CONSULTANT” means a person with professional accreditation, including but not necessarily limited to a hydrologist with respect to groundwater investigations and a geotechnical engineer with respect to soil and groundwater tests.

“RETAIL SHOP OR STORE” means a facility used for the retail sale of a wide variety of consumer goods including such things as groceries and beverages, electronic goods, furniture and appliances, hardware and home improvement supplies, household goods, printed matter, confectionary, pharmaceutical and personal care items, office supplies, stationery, etc. Retail shop or store does not include Cannabis retail sales.

“REAR YARD” means a yard extending across the full width of a parcel from the rear wall of ~~the main~~ building situated on the parcel to the rear property line of the parcel.

“REAL PROPERTY REPORT” means a legal document prepared by a qualified professional (surveyor) that illustrates in great detail the location of significant visible improvements relative to property boundaries. It generally takes the form of a plan or illustration of the various physical features of a property including a written statement detailing the surveyor’s opinion or concerns.

“RECREATION VEHICLE or RV” means a vehicle designed and built primarily as temporary living quarters for recreational camping or travelling, which either has its own motor power or is mounted onto or towed by another vehicle.

“REGULATION AUTHORITY, PROVINCIAL AND/OR FEDERAL” means any Provincial or Federal regulatory body which may have guidelines, permit requirements, and/or restrictions on land and/or development. Such organizations may include, but are not limited to, Alberta Environment and Parks (AEP), Alberta Transportation (AT), Alberta Energy Regulator (AER), Natural Resource Conservation Board (NRCB), NavCanada, Canadian Pacific Railway (CP), Canadian National Railway (CN).

“RESIDENCE” means, within the context of a building, a dwelling unit of one or more habitable rooms that constitute a self-contained living accommodation unit having sleeping, cooking and bathroom facilities. “Residence” in the context of a building is used interchangeably with “Dwelling” and “Dwelling Unit”.

“RESIDENTIAL ESTATE SUBDIVISION” means a multi-lot residential subdivision, located outside a hamlet setting, consisting usually of five or more residential parcels that have either or both common water and wastewater services, unless an alternate standard of servicing is approved by the appropriate Provincial Government department.

“RESIDENTIAL SHOP” means a separate building intended to be used in conjunction with a dwelling for the primary purpose of housing uses that are incidental to the residential nature of the property. A residential shop provides more flexibility than a “private garage” by way of additional floor area and/or wall height. The size of residential shops will be determined by the Development Authority, subject to Section 6.4 of this Bylaw.

“RESORT COTTAGES” means a cluster of four to eight guest cabins which provide for the short term or occasional lodging and boarding of patrons and may include a central services building with dining and beverage facilities. The individual guest cabins shall be a maximum of 65 square metres (700 sq. ft.) on the main floor and may include individual kitchen and washroom facilities.

“RIFLE RANGE” means a non-military firearm shooting range for which all required approvals have been issued.

“RIGHT-OF-WAY” means a corridor of land which has been legally surveyed and filed or registered in a land titles office and is intended to be used for a specific purpose such as a road, railway, pipeline, utility or lane.

“ROAD” means land shown as a road on a plan of survey that has been filed or registered in a land titles office or land used as a public road, and includes a bridge forming part of

the public road and any structure incidental to a public road, but does not include a primary highway.

“ROAD, HIGHWAY” means a right-of-way designated as a highway pursuant to the Public Highways Development Highways Development and Protection Act.

“ROAD, INTERNAL” means a road located off of a road allowance intended to serve a subdivision or development, or a road declared by the Development Authority to be an internal road.

“ROAD, MUNICIPAL” means a road under Clearwater County’s control and maintainance.

“ROWHOUSING” means a group of three or more dwelling units, each separated by a common or party wall, with each unit having direct access to the outside grade.

“SEA CONTAINER (SEA-CAN)” means an intermodal cargo container for marine, rail and truck transport.

“SECURITY/SURVEILLANCE SUITE” means a dwelling unit or portion of a building used to provide accommodation for security personnel, managers or custodians.

~~“SECURITY/OPERATOR DWELLING UNIT” means a detached or accessory dwelling unit intended for usage by a facility operator or for security purposes.~~

“SECONDARY SUITE” means a developed living accommodation contained within the loft of a private garage.

“SETBACK” means the distance back from a property line on which no building or portion thereof may be located.

“SHORELINE” means the line or contour defined by the average high water level but does not include flood stages.

~~“SIDE YARD” means a yard extending from the front yard to the rear yard between the side boundary of the parcel and the wall of a building thereon. means a yard extending from the front wall of the main building situated on a parcel to the rear wall of the main building and lying between the side line of the parcel and the side wall of the main building.~~

“SIGN” means an object or device, whether affixed or moveable, and its supporting structure used for the purpose of advertisement, announcement or direction.

“SIMILAR USE” means a discretionary use of land or a building, or both, for a use which is not listed in the list of permitted and discretionary land uses in all land use districts in this Bylaw, but is determined by the Development Authority to be similar to a permitted or a discretionary use listed in the land use district in which development application is being made.

“SOCIAL CARE FACILITY” means a facility in which the occupant(s) are living on a temporary or short-term basis and are provided with specialized care in the form of supervisory, nursing, medical, counseling or homemaking services by a person or persons that may also live in the unit.

“SUBDIVISION AND DEVELOPMENT APPEAL BOARD” or “SDAB” means the Subdivision and Development Appeal Board established by Council pursuant to the Act.

“SUBDIVISION AND DEVELOPMENT REGULATION” means Alberta Regulation 43/2002 and amendments thereto.

“TEMPORARY CAMP DWELLINGS” means temporary dwelling units intended to house temporary or seasonal workers on or near a worksite.

“TRADITIONAL COUNTRY RESIDENTIAL SUBDIVISION” means a rural residential subdivision for traditional country residential and/or traditional country residential agricultural parcels with each parcel usually having private (individual) water and wastewater services.

“TRADESPERSON” means a worker that specializes in a particular occupation that requires work experience, on-the-job training and often formal vocational education. A tradesperson conducts businesses that include contractors for plumbing, heating, electrical carpentry, auto-body, mechanical, masonry, excavation, construction, trucking and the like.

“TREE FARM” means a place where plants are propagated and grown to usable size. They include retail nurseries which sell to the general public, wholesale nurseries which sell only to businesses such as other nurseries and to commercial gardeners, and private nurseries which supply the needs of institutions or private estates.

“TWO-FAMILY RESIDENTIAL DWELLING” means a building containing two dwelling units, stacked one above the other, each having separate entrance at or near grade.

“UNSUBDIVIDED QUARTER SECTION” is defined pursuant to the definition provided in the Subdivision and Development Regulation (AR 43/2002).

“ZOO” means the use of land, a building and/or a structure for keeping live animals for public exhibition, whether for a fee or not.

All other words and expressions have the meanings respectively assigned to them in the Act and the Subdivision and Development Regulation.

PART TWO: AUTHORITIES

2.1 Development Officer

- (1) The office of the Development Officer is hereby established and shall be a Development Authority pursuant to Bylaw 998/14, being the Development and Subdivision Authorities Bylaw, and amendments thereto.
- (2) The Chief Administrative Officer or his/her designate(s) shall be the Development Officer(s) and shall exercise the powers, duties and functions of the Development Officer specified in this Bylaw.
- (3) Among other duties specified in this Bylaw, the Development Officer shall:
 - (a) be responsible for the administration of this Bylaw and therefore shall keep and maintain, for the inspection of the public during all reasonable hours, a copy of this Bylaw and all amendments thereto;
 - (b) receive all applications for development permits submitted to the Municipality and collect all fees thereto; and
 - (c) keep a register of applications for development, including the decisions thereon and the reasons therefore and make the same available for inspection by the public during all reasonable hours.
- (4) In accordance with the Act, the Development Officer is hereby declared to be an authorized person of the Council.

2.2 Municipal Planning Commission

- (1) The Municipal Planning Commission (otherwise known as the MPC) of Clearwater County is established by Bylaw 997/14, being the Municipal Planning Commission Bylaw, and amendments thereto and shall be a Development Authority pursuant to Bylaw 998/14, being the Development and Subdivision Authorities Bylaw, and amendments thereto.
- (2) The MPC is authorized to perform the duties that are specified in this Bylaw. Any reference to the "Development Officer" shall mean the "MPC" in regard to any scheme, development or regulation for which the MPC has authority pursuant to this Bylaw.

2.3 Subdivision and Development Appeal Board

- (1) The Subdivision and Development Appeal Board (otherwise known as the SDAB) is established by Bylaw 1036/18, being the Subdivision and Development Appeal Board Bylaw, and amendments thereto.

PART THREE: DEVELOPMENT CONTROL AND PERMITS

3.1 Control of Development

- (1) No development other than those listed in Section 3.2 shall be commenced within the Municipality unless an application for it has been approved and a development permit has been issued.

3.2 Development Not Requiring a Development Permit ("Deemed Approved")

- (1) The following development shall not require a development permit:
 - (a) the carrying out of works of maintenance or repair to any buildings, provided that such works do not include structural alterations or major works of renovation;
 - (b) the completion of any development which has lawfully commenced before the adoption of this Land Use Bylaw or any amendment thereto, provided that the development is completed in accordance with the terms of any permit granted in respect of it, and provided that it is completed within 12 months of the date of commencement;
 - (c) the use of any such development as referred to in Subsection (b) for the purpose for which development was commenced;
 - (d) unless otherwise restricted in a land use district, the erection or construction of gates, fences, walls or other means of enclosure (other than on corner lots or where abutting on a road used for vehicular traffic) less than 1 metre (3.25 feet) in height in front yards and less than 2 metres (6.5 feet) in side and rear yards, excepting that livestock pasture fences are not subject to these height constraints;
 - (e) the placement or erection of any works, machinery, plant or building needed in conjunction with an industrial operation which is necessary, incidental and subordinate to the operation for which a development permit has been issued for the period of the operation provided that such development does not increase the design capacity of the approved operation;
 - (f) the development, construction, maintenance and repair of roads, buildings, public works, services, utilities and uses carried out by or on behalf of federal, provincial and municipal public authorities on land which is publicly owned or controlled;
 - (g) the pursuit of minor personal recreational interests on one's own property;
 - (h) subject to compliance with all relevant provisions of this Bylaw, farming and non-residential farm buildings on a parcel of land in the Agriculture District "A"
 - (i) *(deleted per Bylaw 931/11)*
 - (j) a confined feeding operation approved by the Natural Resources Conservation Board;

- (k) on a parcel of land in excess of 4 hectares (10 acres) located in an Intensive Agriculture "IA" District, the development of any facilities for the carrying out of any operations which of themselves or in combination, constitute farming;
- (l) minor agricultural pursuits, including but not necessarily limited to raising poultry and maintaining livestock for the exclusive use and enjoyment of the occupants of a lot in a Country Residence Agricultural District "CRA", in an isolated Country Residence District "CR" which is entirely comprised of only one lot, or on any residential lot in an Agriculture District "A";
- (m) the keeping of poultry in any hamlet or multi-lot residential subdivision as long as it complies with the Clearwater County Chicken Bylaw (Bylaw 1020/17);
- (n) the retention, maintenance and repair of an existing residence and related improvements and/or ancillary farmstead buildings on a lot subdivided from the agricultural land unit in a district which lists the said developments as a permitted or discretionary use;
- (o) the placement of a manufactured home in a manufactured home park developed in a Manufactured Home Park District "MHP" or in an industrial or construction camp as defined in the Public Health Act Regulations - Industrial and Construction Camps;
- (p) the parking and use of holiday trailers/recreation vehicles and other recreation equipment subject to the limits set out in Section 6.12 of this Bylaw;
- (q) the placement of signs and advertisements subject to the limits set out in Section 6.17 of this Bylaw;
- (r) the use of a building or portion thereof as a temporary campaign office or a polling station, or any other official temporary use in connection with a federal, provincial or municipal election or referendum;
- (s) the construction and maintenance of that part of an utility placed in or upon a public right-of-way or public utility easement;
- (t) subject to compliance with all relevant provisions of this Bylaw, in any agricultural or industrial district an ancillary building not exceeding 46.45 square metres (500 sq. ft.) and in any other district an ancillary building not exceeding 13.9 square metres (150 sq. ft.);
- (u) development specified in Section 618 of the Act, which includes:
 - (i) a highway or road;
 - (ii) a well or battery within the meaning of the Oil and Gas Conservation Act;
 - (iii) a pipeline or an installation or structure incidental to the operation of a pipeline; or
 - (iv) any other thing specified by the Lieutenant Governor in Council by regulation.

- (2) Notwithstanding the foregoing:
 - (a) when a development for a “deemed approved” use does not comply with the requirements of this Bylaw, an application for a development permit must be made and a development permit, with or without conditions, issued prior to such development being commenced;
 - (b) where development of a facility or use that is “deemed approved” pursuant to this Part is desired, the developer is encouraged to consult this Bylaw or the Development Officer so as to ensure that any other requirements of the Municipality and of this Bylaw are satisfied;
 - (c) any farm building and any other development or use that is “deemed approved” is subject to those sections of this Bylaw which deal with issues other than the “use” of land or building;
 - (d) further to the privileges and requirements pursuant to this Bylaw, developments and uses on land in the Municipality are subject to the constraints of other relevant legislation and regulations.

3.3 Development Applications

- (1) An application for a development permit shall be submitted to the Development Officer using the appropriate form prescribed by the Development Officer.
- (2) Each application for a development permit shall be accompanied by a non-refundable processing fee of an amount determined from time to time by resolution of Council.
- (3) Where a proposed development involves land for which subdivision is required or is pending, the Development Officer may refuse to accept and process the application for a development permit until evidence is provided that the subdivision has approval and the appropriate title has been issued or is forthcoming.
- (4) An application for a development permit shall be accompanied by the following information where relevant to the application, as determined by the Development Officer:
 - (a) a site plan at a scale to the satisfaction of the Development Officer showing the size and shape of the lot, the front, rear and side yards, and any provision for off-street loading and vehicle parking, access to the site and the location of utility lines;
 - (b) a scaled floor plan and elevations where any form of construction is proposed;
 - (c) a statement of existing and proposed uses;
 - (d) the estimated commencement and completion dates;

- (e) the estimated cost of the project or contract price;
 - (f) the site plans shall also indicate the location and extent of existing development, water bodies and treed areas, together with an indication of alterations proposed in the course of development;
 - (g) a surveyor's certificate as proof of location of development;
 - (h) information regarding proximity to wastewater, landfill sites including transfer stations, gas or oil wells and sour gas facilities;
 - (i) a copy of the Certificate of Title within 14 days of the date of application indicating ownership and encumbrances;
 - (j) a statement of the ownership of land and interest of the applicant therein,
 - (k) if the applicant is not the registered owner, a statement in writing, signed by the registered owner, consenting to the application and approving the applicant as the agent of the registered owner; and
 - (l) such other information as the Development Officer deems necessary to deal with the application.
- (6) The Development Officer may refuse to accept or process an application for a development permit where the information required by Subsection 4 has not been supplied or where the quality of such information is not adequate to properly evaluate the application.
- (7) A development authority must, within 20 days after the receipt of an application for a development permit, determine whether the application is complete.
- (8) An application is complete if, in the opinion of the development authority, the application contains the documents and other information necessary to review the application.
- (9) The time period referred to in subsection (7) may be extended by an agreement in writing between the applicant and the development authority or, if applicable, in accordance with this bylaw.

3.4 Referral of Development Applications

- (1) Before a decision is made, a development application may be referred to any agency, neighboring municipality, adjacent landowner or person as the Development Officer or MPC considers appropriate for comments or advice regarding the application.
- (2) The Development Officer shall refer all applications for development within the fringe area of adjoining municipalities to that municipality as directed by the Municipal Development Plan.

- (3) The Development Officer shall refer all applications for development which would result in permanent overnight accommodations, including dwellings or public facilities, to the ~~Energy Resources Conservation Board~~ Alberta Energy Regulator if any of the land which is the subject of the application is within 1.5 kilometres (0.93 miles) of a sour gas facility and the proposed development is not, in the opinion of the Development Officer, an infill development.

3.5 Decisions on Development Applications

- (1) The Development Officer shall:
- (a) consider and decide on a development permit application for a use which is a permitted use within the District which the subject parcel is designated; or
 - (b) refer to the Municipal Planning Commission for its consideration and decision on a development permit application for a discretionary use within the District which the subject parcel is designated, except those discretionary uses which have been delegated to the Development Officer.
- (2) Notwithstanding Section (1), the Development Officer may refer any application for a permitted or discretionary use to the Municipal Planning Commission which in his opinion should be decided upon by the Municipal Planning Commission.
- (3) In the case where a proposed use of land or a building is not provided for in any District in this Bylaw, the Municipal Planning Commission may consider the proposed development to be a discretionary use if it is similar in character and purpose to a permitted or discretionary use prescribed for the District in which the subject parcel is designated.
- (4) For an application for a permitted use that conforms with every respect of this Bylaw, the Development Authority shall approve the development and issue a development permit with or without conditions.
- (5) For an application for a permitted use that does not conform in every respect to this Bylaw, the Development Authority may:
- (a) approve the development and issue a development permit with or without conditions; or
 - (b) refuse the development, giving reasons for the refusal.
- (6) For an application for a discretionary use, the Development Authority may:
- (a) approve the development and issue a development permit with or without conditions; or
 - (b) refuse the development, giving reasons for the refusal.

- (7) In an approval of a development application for a permitted use, the Development Authority may impose any condition by which the development would be made to comply with the standards of the District which applies to the development application, other regulations and provisions in this Bylaw, the provisions of any statutory plan that has affect on the development, the Act, and the Subdivision and Development Regulation, including but not limited to:
- (a) a development agreement pursuant to Section 650 of the Act and the provisions of Section 3.8 of this Bylaw;
 - (b) landscaping and storm water management;
 - (c) the appearance of buildings; and
 - (d) wildfire security.
- (8) In an approval of a development application for a discretionary use, the Development Authority may impose any condition deemed appropriate having regard to, but not limited to, the circumstances and merits of the proposed development, this Bylaw, the purpose, scope and policies in any statutory plan or any other plan adopted or endorsed by Council that has affect on the development, the amenities of the neighbourhood and existing or proposed land uses in the vicinity of the development.
- (9) Subject to requirements set out elsewhere in this Bylaw, the Development Officer or the MPC, as the case may be, may approve an application for a development permit, subdivision approval or conformity of a Real Property Report, notwithstanding that the existing or proposed development or the proposed subdivision as the case may be does not comply with this Bylaw, if in its opinion:
- (a) the proposed development, proposed subdivision or existing use, as the case may be, would not:
 - (i) unduly interfere with the amenities of the neighbourhood; or
 - (ii) materially interfere with or affect the use, enjoyment or value of neighbouring property; and
 - (b) the proposed development or existing use, as the case may be, conforms with the uses prescribed for the land or building in this Bylaw.
- (10) Without restricting the generality of subsections (8) and (9), in the approval of a development application for a discretionary use and a development application for a development within a Direct Control District, the Development Authority may, in addition to the provisions of Section 3.8, apply conditions including but not limited to:
- (a) the construction, placement or use of billboards, signboards or other advertising devices of any kind including their height, size and character;
 - (b) the ground area, floor area, height, size and location of buildings;
 - (c) the amount of land to be provided around or between buildings;
 - (d) the landscaping of land or buildings;

- (e) the location, height and maintenance of fences and walls, including sound and vision barriers;
- (f) the provision and maintenance of:
 - (i) off-street or other parking facilities; and
 - (ii) loading and unloading facilities, and any other areas that, in the opinion of Council, may be necessary;
 - (iii) water, wastewater and other utilities;
 - (iv) stormwater management;
- (g) the design, character and appearance of buildings;
- (h) ~~the location and amount of access from public roadways and ensuring that there is at least one means of physical access from each lot to a public roadway;~~ its accessibility to a municipal road or highway, constructed to appropriate County or provincial standards. In addition, the following shall apply:
 - (i) the Development Authority shall not approve a development permit unless provision for access is included with the application for development permit.
 - (ii) all access shall be to the approval of the Development Authority with respect to location, design, and construction standards.
 - (iii) where a site abuts two roads, either existing or proposed, access to the site shall be to the road of lesser traffic volume, unless otherwise approved by the Development Authority.
 - (iv) the Development Authority may impose a condition of the development permit, requiring the applicant to enter into a development agreement with the County to construct or pay for the construction or upgrading of a road or walk necessary to serve the development.
- (i) the lighting of land, buildings or other things;
- (j) the enlargement, alteration, repair, removal or relocation of buildings;
- (k) the excavation or filling in of land;
- (l) limiting the hours of operation;
- (m) limiting the number of patrons;
- (n) wildfire security;
- (o) the grading of the site or such other procedures as are necessary to protect the site from other developments or to protect other developments from the site development;
- (p) ensuring development is compatible with surrounding development;
- (q) the period of time during which the development may continue;
- (r) the placement of any development or use on land:
 - (i) subject to flooding or subsidence or that is low-lying, marshy or unstable;
 - (ii) which contains or may contain significant archeological, paleontological or other historic resources identified by the County or Province;

- (iii) considered by the County to be environmentally significant, including land within a specified distance of land considered by the County to be environmentally significant; or
 - (iv) in relationship to any other existing or proposed use or development.
- (11) An application for a development permit may, at the option of the applicant, be deemed to be refused when a decision thereon is not made within 40 days after receipt of the application by the Municipality, or within such longer period as the applicant may have approved in writing. The applicant may appeal in writing as provided for in this Bylaw, as though the applicant had received a refusal.
- (12) In the case where an application for a development permit has been refused by the Development Authority, has been deemed to be refused, or an appeal has been refused by the SDAB pursuant this Bylaw, acceptance of another application for a permit on the same property and for the same or similar use of the land, by the same or any other applicant, may be denied at the discretion of the Development Officer until at least six months after the date of the previous refusal.

3.6 Notice of Decision

- (1) When a development application for a permitted use that complies with the provisions of this Bylaw or is made to do so by conditions of approval is approved, the Development Officer:
- (a) shall issue a notice of decision to the applicant; and
 - (b) may advertise the decision in one issue of a local newspaper circulating in the area **or on the County's website.**
- (2) When a development application for a discretionary use is approved with or without conditions, the Development Officer:
- (a) shall issue a notice of decision to the applicant; and
 - (b) may at his discretion notify adjacent landowners in writing; and/or
 - (c) may advertise the decision in one issue of a local newspaper circulating in the area **or on the County's website.**
- (3) When a development application for use or building ancillary to an already approved discretionary use is approved, the Development Officer:
- (a) shall issue a notice of decision to the applicant; and
 - (b) may at his discretion notify adjacent landowners in writing; and/or
 - (c) may advertise the decision in one issue of a local newspaper circulating in the area **or on the County's website.**
- (4) When a development application is refused, the Development Officer shall send a notice of decision to the applicant outlining reasons for refusal.

- (5) A copy of the notice of decision on an application for a development permit shall be sent to any authority or person that was, pursuant to Section 3.4, consulted and who responded.

3.7 Development Permits and Their Validity

- (1) When an application for development has been deemed complete, the Development Officer shall issue a development permit as per Section 3.3 above.
- (2) So that a reasonable opportunity is provided for an appeal to be made, a development permit does not come into effect until ~~14~~ 21 days ~~after~~ from the date ~~of notice~~ of decision. Any development prior to expiry of this period is done solely at the risk of the applicant.
- (3) If an appeal is filed within the time limits provided for in this Bylaw, the Development Permit is not valid until it is upheld, either in whole or as varied, by the Subdivision and Development Appeal Board.
- (4) If the authorized development is not commenced within 12 months from the date of a development permit being issued, or of a development approval order being granted by the SDAB, and thereafter completed within 24 months, the permit is deemed to be void, unless an extension beyond this period has been granted by the Development Officer.
- (5) A development once begun, shall not be abandoned or left for an extended period of time in what the Development Officer considers to be an unsightly or unsafe condition.
- (6) A development permit issued for a discretionary use shall be declared void if the use is discontinued for a period of 12 consecutive months or more.
- (7) A Development Officer may suspend, revoke or modify a development permit if:
 - (a) there is a contravention of any condition under which such permit was issued;
 - (b) the permit was issued in error; or
 - (c) the permit was issued on the basis of incorrect information.
- (8) Where a development has been commenced, but the development permit has subsequently been suspended or revoked, the Development Officer may require all work to cease. If work is required to cease, no further work may proceed unless a new development permit is issued subject to a new or revised development application being made and, at the discretion of the Development Officer, additional or new application fees being paid.

- (9) A development permit shall indicate that only the development to which the permit relates is authorized in accordance with the provisions of this Bylaw and shall in no way relieve or excuse any person from complying with any provisions of this Bylaw not specifically stated on the development permit, nor does it exempt any person from:
 - (a) obtaining any other permit, licence or other authorization required by any Act or Regulation, or under any other Bylaw; and
 - (b) complying with any easement, covenant, agreement, contract or other instrument affecting the development.
- (10) The issuance of a development permit shall be without prejudice to the Development Officer's rights to refuse any other permit or approval that may be required by this or any other Bylaw in respect of the development of the said lands.

3.8 Development Agreements

- (1) The Development Officer or the MPC may require that, as a condition of development approval, the applicant enter into an agreement to do all or any of the following:
 - (a) to construct or improve, or pay for the construction or improvement of the roads required for access;
 - (b) to install or pay for the installation of pedestrian walkways and off-road parking, loading and unloading areas and facilities;
 - (c) to install or pay for the installation of utilities that are necessary to serve the development;
 - (d) to pay an off-site levy or redevelopment levy;
 - (e) to carry out landscaping of the site which may include the retention and/or planting of trees, the construction of an earth berm or other form of screening;
 - (f) to give security in the form of a bond, an irrevocable letter of credit or other form acceptable to the Municipality in such sum as the Development Officer or MPC may deem necessary to ensure the applicant complies with the terms and conditions of the development agreement;
 - (g) to pay to the Municipality any costs and expenses as may be incurred by the Municipality and related to the application and representing the costs of such services as the Municipality may require and that are not available through Municipal staff, including all costs and expenses that the Municipality may incur to process the application and monitor the development or subdivision;
 - (h) in the event the application may be withdrawn, payment of all costs and expenses incurred by the Municipality prior to withdrawal of the application;
 - (i) the terms of any agreement which constituted a condition of subdivision approval for the lands under consideration; and

- (j) such further conditions as the Development Authority deems necessary or advisable having regard for the nature of the proposed development.
- (2) The Development Officer or the MPC, as the case may be, may require as a condition of development approval that the applicant enter into an agreement to register, against the title of any affected parcel of land, a restrictive covenant pursuant to the Land Titles Act, which restricts development in regard to potential natural hazards, personal harm, environmental contaminants or negative impacts to adjacent landowners.
- (3) The Subdivision Approving Authority may require as a condition of approval of a subdivision application, one or more of the following conditions:
 - (a) that the applicant enter into a Development Agreement and/or a Letter of Undertaking containing terms and provisions satisfactory to the Municipality;
 - (b) that the applicant enter into an agreement and/or Letter of Undertaking with the Municipality regarding placing the intended use or development on the proposed lot or lots; and
 - (c) that the applicant enter into an agreement to register, against the title of the proposed new parcel or parcels, a restrictive covenant pursuant to the Land Titles Act, which restricts development in regard to potential natural hazards, personal harm, environmental contaminants or negative impacts to adjacent landowners, such restrictions being considered in accordance with standards or regulations adopted or approved by the Municipality or Province.
 - (d) Any other agreement as required by the Municipality.
- (4) To ensure compliance with a development agreement, the Municipality may register a caveat against the certificate of title for the land which is the subject of the development. The caveat shall be discharged when the agreement has been fulfilled.

3.9 Variances

- (1) The Development Authority may approve an application for a development permit notwithstanding that the proposed development does not comply with this Bylaw, if the proposed use conforms with the use prescribed for land or building in this Bylaw and in the opinion of the Development Authority the proposed development would not:
 - (a) unduly interfere with the amenities of the neighbourhood; or
 - (b) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land.

- (2) Unless provided for in subsection (3), the Subdivision Authority may not approve the creation of a parcel that does not comply with the size of lot specified in the applicable Land Use District.
- (3) The Subdivision Authority may approve the creation of a first residential parcel which includes the removal of all or part of an existing farmstead having a size larger than 2.83 hectares (7 acres) if a larger parcel is deemed necessary by the Subdivision Authority to encompass existing residential amenities and facilities, such as shelter belts, wastewater and water services and driveways.

3.10 Development Permit for Temporary Buildings and Uses of Land

- (1) The Development Officer or Municipal Planning Commission may approve a temporary building or use of land subject to:
 - (a) the owner or user of land, as the case may be, agreeing to remove such a building or cease the use of land in accordance with the terms and conditions affixed in the development permit; and
 - (b) the use of the building or land conforming with the permitted or discretionary uses prescribed in the District for which the site is designated.
- (2) A development permit issued for a temporary building or use of land shall be valid for a period of one year, unless an extension thereto is granted by the Development Officer or Municipal Planning Commission.

3.11 Real Property Report Compliance

- (1) A fee, in the amount as may be determined by resolution of Council from time to time, may be charged when the Development Officer is requested to endorse a Real Property Report for compliance with the requirements of this Bylaw. If a fee is required, the fee must be paid when the Real Property Report is submitted to the Development Officer.
- (2) The Development Officer shall only accept a Real Property Report for consideration of compliance with this Bylaw if the Report represents the current status of the property. If there is a question as to the current status of the Report, the Development Officer shall refuse to accept the Report for consideration and request an updated Report.
- (3) Subsequent to the acceptance of a Real Property Report for consideration for compliance with this Bylaw, the Development Officer shall ascertain the exact location and dimensions of the subject property by way of a Descriptive Plan ~~or Plan of Subdivision or Land Titles description of the parcel.~~

- (4) The Development Officer shall conduct adequate research to verify the status of the buildings and structures identified on the Report as to whether each is legal, legal but non-conforming, ~~illegal-unauthorized~~ with no remedial action required, ~~illegal-unauthorized~~ and remedial action is required, or deemed approved.
- (5) The Development Officer or the Municipal Planning Commission, if the Real Property Report has been referred thereto, may:
 - (a) endorse the Real Property Report, attesting to the fact that the Report, as submitted, indicates the property is in compliance with this Bylaw as at the date it was prepared;
 - (b) endorse the Real Property Report, subject to limiting conditions as described on an attached addendum or stamp on the Report, with such addendum or stamp to reference the nature of the limiting conditions and further reference whether or not remedial action may be required at some future time; or
 - (c) leave the Real Property Report unendorsed and reference that the Report cannot be endorsed as being in compliance by means of an addendum or stamp which identifies the nature of the non-compliance; the Development Authority further may advise remedial options that are available.

3.12 Non-conforming Buildings and Uses

- (1) Where a development permit has been issued on or before the day on which this Bylaw or an amendment thereto comes into force, and the Bylaw would make the development in respect of which the permit was issued a non-conforming use or a non-conforming building, the development permit continues notwithstanding the enactment of the Bylaw and any amendments thereto.
- (2) A non-conforming use of land or a building may be continued but if that use is discontinued for a period of six consecutive months or more, any future use of the land or building must conform with the land use bylaw then in effect.
- (3) A non-conforming use of part of a building may not be extended throughout the building, whether or not it is a non-conforming building, may not be enlarged or added to and no structural alterations may be made to it or in it.
- (4) A non-conforming use of part of a lot may not be extended or transferred in whole or in part to any other part of the lot and no additional buildings may be constructed on the lot while the non-conforming use continues.
- (5) A non-conforming building may continue to be used but the building may not be enlarged, added to, rebuilt or structurally altered except:
 - (a) to make it a conforming building;
 - (b) for routine maintenance of the building, if the Development Authority considers it necessary; or

- (c) in accordance with a land use bylaw that provides minor variance powers to the development authority for the purposes of this section.
- (6) If a non-conforming building is damaged or destroyed to the extent of more than 75% of the value of the building above its foundation, the building may not be repaired or rebuilt except in accordance with this Bylaw.
- (7) The land use or the use of a building is not affected by a change of ownership or tenancy of land or building.

PART FOUR: APPEALS

4.1 Appeal Procedure

- (1) An applicant may make an appeal to the Subdivision and Development Appeal Board (SDAB) if a Development Authority:
 - (a) refuses or fails to issue a development permit;
 - (b) issues a development permit subject to conditions;
 - (c) fails to make a decision with respect to an application within 40 days of receipt of the application or within such longer period as the applicant may have approved in writing; or
 - (d) issues an order pursuant to Section 5.5 of this Bylaw.
- (2) Any person claiming to be affected by an order, decision or development permit made or issued by a Development Authority may make an appeal to the SDAB, except that no appeal may be made in respect of the issuance of a development permit for a permitted use unless the provision of this Bylaw were relaxed, varied or misinterpreted.
- (3) An appeal to the SDAB is commenced by filing a notice of the appeal, containing the reasons for the appeal, to the Secretary-clerk of the SDAB within ~~14~~ 21 days,
 - (a) in the case of an appeal made by an applicant after:
 - (i) the date on which the person receives notice of the decision or order or the issuance of a development permit; or
 - (ii) if no decision is made with respect to an application within the 40 day period or within any extension of this period as the applicant may have approved in writing, the date the period or extension expires; or
 - (b) in the case of an appeal by any other person claiming to be affected, after the date on which the notice of the issuance of a development permit was received or posted.
- (4) The date of receipt of a decision or order is deemed to be ~~five~~ seven days from the date the decision or order is mailed.

4.2 Appeal Hearing

- (1) Within 30 days of the receipt of a notice of appeal, the SDAB shall hold a public hearing respecting the appeal.
- (2) The Secretary-clerk of the SDAB shall give at least five days notice in writing of the public hearing to:
 - (a) the appellant;

- (b) the Development Officer from whose order, decision or development permit the appeal is made;
 - (c) the MPC of the municipality if it is not the Development Officer;
 - (d) the applicant for the development permit if it is not the appellant;
 - (e) the owners of adjacent land; and
 - (f) any other persons and authorities the SDAB considers to be affected by the appeal.
- (3) The SDAB clerk shall make available, for public inspection before the commencement of the appeal hearing, all relevant documents and materials respecting the appeal, including:
- (a) the application for the development permit, the notice of decision including the development permit and the appeal therefrom; or
 - (b) the order of the Development Officer under Section 5.5.
- (4) At the appeal hearing, the SDAB shall hear:
- (a) the appellant or any person acting on his behalf;
 - (b) the Development Officer;
 - (c) any person who was served with notice of the hearing and who wishes to be heard, or a person acting on his behalf;
 - (d) any other person who claims to be affected by the order, decision or permit and that the SDAB agrees to hear, or a person acting on his behalf; and
 - (e) any authority or advisor who the Secretary of the SDAB has requested to appear and present information.

4.3 Decision

- (1) The SDAB shall consider each appeal having due regard to the circumstances and merits of the case.
- (2) In determining an appeal the SDAB:
 - (a) shall comply with any other statutory plan affecting the land, and subject to subsection (d), this Bylaw and the Land Use Policies;
 - (b) must have regard to but is not bound by the Subdivision and Development Regulation;
 - (c) may confirm, revoke or vary the order, decision or development permit or any condition attached to any of them or make or substitute an order, decision or permit of its own;
 - (d) may make an order or decision or may issue or confirm the issue of a development permit even though the proposed development does not comply with this Bylaw if, in its opinion:

- (i) the proposed development would not unduly interfere with the amenities of the neighborhood, or materially interfere with or affect the use, enjoyment or value of neighboring properties; and
 - (ii) the proposed development conforms with the uses prescribed for the land or building in the Bylaw.
- (3) The SDAB shall give its decision in writing together with reasons for the decision within 15 days of the conclusion of the hearing.
- (4) The decision of the SDAB is final and binding on all parties subject only to an appeal upon a question of jurisdiction or law pursuant to the Act. An application for leave to appeal must be made to a judge of the Court of Appeal within 30 days after the issue of the decision or order that is being appealed.

PART FIVE: ENFORCEMENT

SCHEDULE "A"

5.1 General

- (1) In accordance with the provisions of the Municipal Government Act, R.S.A. 2000 Chapter M-26, this Part Five of the Land Use Bylaw outlines the procedures for enforcing the provisions of the Land Use Bylaw, Part 17 of the Municipal Government Act and its regulations, a Development Permit, a Subdivision approval or Development Agreement.
- (2) For the purpose of Sections 542 and 646 of the Municipal Government Act, an Officer and Development Officer are designated officers for the purposes of carrying out inspections, remedial actions and enforcement.
- (3) A Development Officer may enforce the provisions of the Land Use Bylaw, Part 17 of the Municipal Government Act and its regulations, a Development Permit, a Subdivision approval or Development Agreement by taking any or all of the following enforcement actions:
 - (a) Issuing a Written Warning,
 - (b) Issuing a Stop Order,
 - (c) Obtaining an Injunction Order, and
 - (d) Any other lawful and authorized action to enforce compliance.
- (4) An Officer may enforce the provisions of the Land Use Bylaw, Part 17 of the Municipal Government Act and its regulations, a Development Permit, a Subdivision approval or Development Agreement by taking any or all of the following enforcement actions:
 - (a) Issuing a Written Warning,
 - (b) Issuing a Municipal Tag,
 - (c) Issuing a Violation Ticket,
 - (d) Obtaining an Injunction Order, and
 - (e) Any other lawful and authorized action to enforce compliance.
- (5) Nothing within this Part Five shall limit or prevent the County from issuing a Stop Order in lieu of or in addition to issuing a Violation Ticket or taking any other enforcement action.

5.2 Interpretation

- (1) For the purpose of this Part Five, the following terms have the following definitions:
 - (a) **Building** has the same meaning as defined in the *Municipal Government Act*

- (b) **Bylaw Officer** means an individual employed by the County in the position of bylaw officer;
- (c) **Development Agreement** means an agreement entered into pursuant to Section 650, 651 or 655 of the *Municipal Government Act*;
- (d) **Development Officer** means:
 - i. a person authorized to exercise the responsibilities of a Development Officer pursuant to this Bylaw; and
 - ii. the Municipal Planning Commission where authorized to act as a Development Officer pursuant to this Bylaw; and
 - iii. where the Municipal Planning Commission is authorized to act as a Development Officer in addition to a person appointed as a Development Officer, either or both of them.
- (e) **Emergency** means a situation where there is imminent danger or risk to public safety or of serious environmental harm to property;
- (f) **Injunction Order** means an injunction order obtained pursuant to Section 554 of the *Municipal Government Act*;
- (g) **Land** means the aggregate of one or more areas of land described in a certificate of title issued by the Land Titles Office;
- (h) **Municipal Tag** means a municipal tag issued by the County pursuant to the *Municipal Government Act* and this Part Five;
- (i) **Occupant** means an individual or other party who occupies Land or a Building pursuant to a lease, license or other agreement with or authorization from the Owner;
- (j) **Officer** means a Bylaw Officer, Peace Officer and member of the Royal Canadian Mounted Police;
- (k) **Owner** means the registered owner of Land pursuant to the *Land Titles Act*;
- (l) **Peace Officer** means an individual employed by the County in the position of Peace Officer in accordance with the *Peace Officer Act*, R.S.A. 2006, Chapter P-3.5;
- (m) **Person** means any individual, partnership, firm, corporation, municipality, association, society, political or other group, and the heirs, executors, administrators or other legal representatives of a Person to whom the context can apply according to law;
- (n) **Reasonable Notice** means not less than 48 hours except in the case of an Emergency or extraordinary circumstance when no notice needs to be given;
- (o) **Reasonable Time** means any time between 9 am and 6 pm on any weekday, with the exception of statutory holidays, or as otherwise agreed to in writing by the Owner or Occupant of the subject Land or Building;
- (p) **Specified Penalty** has the same meaning as defined in the *Provincial Offences Procedure Act* (Alberta);
- (q) **Stop Order** means an order issued pursuant to Section 645 of the *Municipal Government Act*;

- (r) **Violation Ticket** means a violation ticket issued pursuant to either Part 2 or Part 3 of the *Provincial Offences Procedures Act* (Alberta);
- (s) **Written Warning** means a written warning issued pursuant to this Part Five.

5.3 Right of Entry: Inspections, Remedial and Enforcement Action

- (1) After providing Reasonable Notice to the Owner or Occupant of Land or a Building in accordance with Section 542 of the *Municipal Government Act*, an Officer or Development Officer may enter into or onto any Land or Building at a Reasonable Time for the purpose of determining if the requirements of this Land Use Bylaw, Part 17 of the *Municipal Government Act* or its regulations, a Development Permit, Subdivision approval or Development Agreement are being complied with or for the purpose of carrying out remedial or enforcement action authorized by this Land Use Bylaw, the *Municipal Government Act* or an Injunction Order.
- (2) Notwithstanding 5.3(1), in an Emergency or extraordinary circumstance, the Officer or Development Officer does not need to provide Reasonable Notice to the Owner or Occupant and the Officer or Development Officer may enter upon or into Land or a Building without the consent of the Owner or Occupant at any time.
- (3) No Person shall prevent or obstruct an Officer or Development Officer from carrying out any official duty pursuant to this Land Use Bylaw.
- (4) If a Person prevents, obstructs or interferes with an Officer or Development Officer carrying out any official duty under this Land Use Bylaw or if a person refuses to produce anything to assist the Officer or Development Officer in the inspection, remedial action or enforcement action, then the County may apply to the Court of Queen's Bench for an order pursuant to Section 543 of the *Municipal Government Act*.

5.4 Written Warning

- (1) Where the Development Officer or Officer determines that a development, land use or use of a Building is in contravention of this Land Use Bylaw, Part 17 of the *Municipal Government Act* and its regulations, a Development Permit, a Subdivision approval or Development Agreement, he/she may issue a Written Warning to the Owner(s) and/or Occupant(s) of the subject Land and/or Building and/or the person responsible for the contravention.
- (2) The Written Warning shall:
 - (a) Describe the subject Land or Building by municipal address or location and/or legal description,
 - (b) State the nature of the contravention,

- (c) State what remedial measures or action must be taken to remedy the contravention,
- (d) State a time within which the Owner(s) and/or Occupant(s) must complete the remedial measures or action which, unless a matter posing a safety risk to life or property, must not be less than seven (7) days from the date of delivery of the Written Warning,
- (e) Advise that if the Written Warning is not adhered to, the County may undertake further enforcement measures pursuant to the Land Use Bylaw and the *Municipal Government Act*.

5.5 Stop Order

- (1) Where the Development Officer determines that a development, land use or use of a Building is in contravention of this Land Use Bylaw, Part 17 of the *Municipal Government Act* and its regulations, a Development Permit, a Subdivision approval or Development Agreement, he/she may issue a Stop Order to any or all of the Owner(s) and/or Occupant(s) of the subject Land and/or Building and/or the person responsible for the contravention.
- (2) The Stop Order shall:
 - (a) Describe the subject Land or Building by municipal address or location and/or legal description,
 - (b) State the nature of the contravention,
 - (c) Direct the Owner(s), Occupant(s) and/or person(s) responsible for the contravention to:
 - i. Stop the development or use of the Land or Building in whole or in part as directed by the Stop Order,
 - ii. Demolish, remove or replace the development,
 - iii. Carry out any other actions required by the Stop Order so that the development or use of Land or Building is brought into compliance with this Land Use Bylaw, Part 17 of the *Municipal Government Act* and its regulations, a Development Permit, a Subdivision approval and/or Development Agreement within the time set out in the Stop Order,
 - (d) Unless a matter posing a safety risk to life or property, the time period for bringing the development, Land or Building into compliance must not be less than fourteen (14) days from the date of delivery of the Stop Order,
 - (e) Advise that the party(ies) to whom the Stop Order is issued may appeal the Stop Order to the Subdivision Development Appeal Board in accordance with Section 685 of the *Municipal Government Act*,
 - (f) Advise that if the Stop Order is not adhered to, the County may undertake further enforcement measures pursuant to the Land Use Bylaw and the *Municipal Government Act* including but not limited to:

- i. entering onto or into the Land or Building and performing the necessary remedial action pursuant to Section 542 and 646 of the *Municipal Government Act*,
 - ii. obtaining an Injunction Order,
 - iii. issuing a Municipal Tag,
 - iv. issuing a Violation Ticket, and/or
 - v. registering the Stop Order on the certificate of title to the subject Land pursuant to Section 646 of the *Municipal Government Act*,
- (g) Advise that the costs and expenses incurred by the County in enforcing the Stop Order may be added to the tax roll of the subject Land whereby the amount will be deemed to be a property tax imposed under Division 2 of Part 10 of the *Municipal Government Act* from the date that it was added to the tax roll and will form a special lien against the Land in favor of the County from the date it was added to the tax roll, in accordance with Section 553 of *the Municipal Government Act*.

5.6 Municipal Tag

An Officer is hereby authorized and empowered to issue a Municipal Tag to any Person whom the Officer has reasonable and probable grounds to believe has contravened any provision of this Land Use Bylaw, Part 17 of the *Municipal Government Act* and its regulations, a Development Permit, a Subdivision approval or Development Agreement.

- (1) The Municipal Tag shall be in a form approved by the Chief Administrative Officer and shall state:
 - (a) The Person's name,
 - (b) The offence,
 - (c) The appropriate voluntary penalty for the offence as specified in this Bylaw,
 - (d) That the voluntary penalty shall be paid within (14) days of issuance of the Municipal Tag to avoid further prosecution;
 - (e) the method by which the tag may be paid; and
 - (f) Any other information as may be required by the Chief Administrative Officer.
- (2) Where a contravention of this Bylaw is of a continuing nature, further Municipal Tags may be issued by the Officer provided, however, that no more than one Municipal Tag shall be issued for each day that the contravention continues.
- (3) Where a Municipal Tag has been issued in accordance with this Bylaw, the Person to whom the Municipal Tag has been issued may, in lieu of being prosecuted for the offence, pay to the County Cashier the penalty within the time frame specified in the Municipal Tag.

- (4) The voluntary penalty issued on a Municipal Tag shall be 50% of the Specified Penalty amount for a first offence if payment is received within the time frame noted in 5.7 (3)(d).
- (5) Nothing in this Bylaw shall prevent an Officer from immediately issuing a Violation Ticket.

5.7 Service of Written Warning, Stop Orders and Municipal Tags

- (1) In any case where an Officer or Development Officer issues a Written Warning, Stop Order or Municipal Tag to any Person pursuant to this Part Five, the Officer or Development Officer shall effect such service either:
 - (a) by causing a written copy of the Written Warning, Stop Order or Municipal Tag to be personally delivered to the Person named in the Written Warning, Stop Order or Municipal Tag,
 - (b) in the case of an individual, by causing a written copy of the Written Warning, Stop Order or Municipal Tag to be delivered and left with a person of at least 18 years of age at the Person's residence,
 - (c) in the case of a corporation, by sending a written copy of the Written Warning, Stop Order or Municipal Tag by registered mail to the registered office of the corporation, or by delivering it personally to the manager, secretary or other executive officer of the corporation or the person apparently in charge of a branch office of the corporation at an address held out by the corporation to be its address,
 - (d) by causing a written copy of the Written Warning, Stop Order or Municipal Tag to be delivered to and left in a conspicuous place at or about the subject Lands or Building; or
 - (e) by causing a written copy of the Written Warning, Stop Order or Municipal Tag to be mailed or delivered to the last known address of the Person as disclosed in the land registry system established by the Land Titles Act of Alberta as shall appear to the Officer or Development Officer most appropriate in the circumstances,and such service shall be adequate for the purposes of this Bylaw.

5.8 Violation Ticket

- (1) An Officer is hereby authorized and empowered to issue a Violation Ticket to any Person where the Officer has reasonable and probable grounds to believe that Person has contravened any provision of this Land Use Bylaw, Part 17 of the *Municipal Government Act* and its regulations, a Development Permit, a Subdivision approval or Development Agreement.

- (2) Where a Municipal Tag has been issued and the penalty specified on the Municipal Tag is not paid within the prescribed time, an Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to either Part 2 or Part 3 of the Provincial Offences Procedures Act.
- (3) A violation Ticket issued with respect to a contravention of this Bylaw shall be served upon the person or corporation responsible for the contravention in accordance with the Provincial Offences Procedure Act.
- (4) If a Violation Ticket is issued in respect to an offence, the Violation Ticket may:
 - (a) Specify the fine amount established by this Bylaw for the offence, or
 - (b) Require a Person to appear in Court without the alternative of making a voluntary payment.
- (5) Where a Violation Ticket has been issued to a Person and the Violation Ticket specifies the penalty amount to be imposed, the Person may make a voluntary payment in the amount equal to the penalty amount specified in the Violation Ticket. The recording of the payment of a penalty made to the County or the Provincial Court of Alberta shall constitute an acceptance of a guilty plea and constitutes a conviction for the offence and the imposition of a fine in the amount of the specified penalty.

5.9 Offences

- (1) Any Person who
 - (a) Violates or contravenes or causes, allows or permits a contravention of Part 17 of the *Municipal Government Act* or its regulations,
 - (b) violates or contravenes or causes, allows or permits a contravention of any provision of the Land Use Bylaw,
 - (c) contravenes or fails to comply with a Development Permit or any conditions forming part of the Development Permit,
 - (d) contravenes or fails to comply with a Subdivision approval or any conditions forming part of a Subdivision approval,
 - (e) contravenes or fails to comply with the provisions of a Development Agreement,
 - (f) fails to comply with the directions set out in a Stop Order within the time frame specified,
 - (g) authorizes or proceeds with any development that is at variance with the description, specification or plans that were the basis for the issuance of the Development Permit,
 - (h) authorizes or proceeds with any subdivision that is at variance with the description, specification or plans that were the basis for the issuance of the subdivision approval,

- (i) continues development after a Development Permit has expired or has been revoked or suspended,
- (j) continues with subdivision after the subdivision approval has expired, been revoked or suspended,

is guilty of an offence and is liable upon summary conviction to a fine in an amount specified in this Bylaw under section 5.9.

- (2) All offences created under the Bylaw shall be interpreted to be strict liability offences.
- (3) Where a contravention of the Bylaw is of a continuing nature, a contravention shall constitute a separate offence in respect of each day, or part of a day, on which that offence continues.

5.10 Penalties

- (1) A Person who is convicted of an offence pursuant to this Bylaw is liable upon summary conviction to a fine in an amount:
 - (a) For a first offence, a Specified Penalty of not less than \$500.00
 - (b) For a second offence of the same offence, a Specified Penalty of not less than \$1050.00
 - (c) For a third or subsequent offence of the same offence a mandatory court appearance shall be required with a Specified Penalty of not less than \$2,500.00.
- (2) Payment of any penalty or fine imposed pursuant to this Bylaw does not relieve a Person from the necessity of paying any fees, charges or costs for which that Person is liable under the provisions of this Bylaw or any other bylaw or enactment.

PART SIX: GENERAL PARCEL AND DEVELOPMENT REGULATIONS

6.1 Applicability

- (1) The General Regulations for parcels and development shall apply to all development in the County, unless otherwise exempted in this Part. Where any regulation in this Part may be in conflict with any regulation in a District, the regulation in the District shall take precedence.

6.2 Development on Substandard Lots

- (1) Development on substandard lots existing at the time of passage of this Bylaw may be approved by the Development Officer or Municipal Planning Commission.

6.3 Ancillary Buildings

6.3.1 In Non-residential Districts

- (1) With the exception of any Agricultural District, no ancillary building or any portion thereof shall be erected or placed within the front yard of any lot unless otherwise approved by the Development Authority.
- (2) An ancillary building shall be located so that it meets the minimum side and rear yard requirements of the district in which the property is located, unless otherwise approved by the Development Authority.
- (3) Notwithstanding subsection (2) above, if an ancillary building has vehicle entrance doors, they shall be located so that the driveway to the vehicle entrance doors shall be no less than 6 metres (20 feet) in length unless the minimum setback requirement of the land use district within which the parcel is located requires a greater setback.

6.3.2 In Residential Districts

- (1) No ancillary building or any portion thereof shall be erected or placed within the front yard of any parcel, except at the discretion of the Development Officer where such placement would be consistent with the use or configuration of the lot, but may not encroach onto the minimum setback from the front lot line in the District which the subject parcel is designated or as required by Section 10.3 and Figures 1 to 4 of the Supplementary Regulations.
- (2) An ancillary building having vehicle entrance doors shall be located so that the vehicle entrance doors shall be no less than the minimum setback requirement of the land use district within which the parcel is located. At no time shall they be less

than 6 metres (20 feet) from the property boundary upon which they open except where otherwise approved by the Development Officer due to the configuration of the lot or because, in the opinion of the Development Officer, a lesser setback would improve the use of the lot and would not unduly impact the use of adjoining properties. Where garage doors face a lane the building shall be not less than 1 metre (3.25 feet) from the property boundary with the lane.

- (3) In all residential land use districts, except the Nordegg Rural Residence District “NRR” and Nordegg Leisure Residence District “NLR” and unless otherwise approved by the Development Officer, a private garage shall:
 - (a) have a wall height not exceeding 3.05 metres (10 feet);
 - (b) have a total ground floor area not exceeding 92.9 square metres (1,000 sq. ft.); and
 - (c) have an exterior finish that complements the exterior finish of the dwelling.
- (4) A boat house shall be located no closer than 6 metres (20 feet) from the boundary of the parcel which is coterminous with or is closest to the shoreline, unless otherwise approved by the Development Officer.
- (5) Where a structure is attached to the main building by a roof, an open or enclosed structure above grade or passageway connecting the buildings, it is part of the main building.

6.4 Residential Shops

- (1) A residential shop shall be complementary and subordinate to the residential use of the property.
- (2) In determining the wall height, overall height and floor area of the proposed residential shop, the Development Authority shall consider the following:
 - (a) the predominant nature (size and form) of buildings in the area;
 - (b) the location of the parcel – either a standalone parcel or within a residential multi-lot subdivision;
 - (c) the location of the shop on the parcel in relation to the road and other buildings on the parcel; and
 - (d) the topography of the parcel and surrounding parcels.

6.5 Corner Lots

- (1) On a corner lot in any Hamlet Residential District “HR” and the Residential Estate District “RE”, no person shall erect, place or maintain within a triangle formed by the boundaries of the site common with the streets abutting them and a straight line connecting points on each of the said boundaries distant 6 metres (20 feet)

from the point where they intersect a wall, fence, shrub, tree, hedge or any other object over 1 metre (3 feet) in height above the lowest street grade adjacent to the intersection.

- (2) In the case of any corner lot or parcel where two yards are regarded as front yards, where provided for in a Land Use District the Development Officer may declare one to be a side yard and shall then require a side yard setback that is at least equal to the side yard required for an internal lot in that district.

6.6 Moved or Relocated Buildings

- (1) Any person desiring to move a building onto or within a parcel of land shall first apply for a development permit, unless otherwise exempted pursuant to Section 3.2.
- (2) The Development Officer may determine the character and appearance of a building to be moved or relocated by means of recent photographs, drawings or other illustrative information required from the applicant or from an inspection of the building and site or both.
- (3) In considering an application to move a building onto a parcel of land or relocate a building within a parcel of land, the Development Officer may seek the opinions, in writing, of property owners adjacent to the subject parcel.
- (4) The Development Officer may require certain alterations, repairs or maintenance of the building and preparation of the proposed site be carried out as conditions pursuant to issuing a development permit to move or relocate a building.
- (5) The Development Officer may require a Letter of Credit or a Performance Bond in an amount determined sufficient to ensure completion of all renovations set out as conditions of approval.
- (6) Any renovations or any conditions imposed by the Development Officer to a moved-in or relocated building shall be completed within one year of the issuance of the development permit. Non-compliance shall result in forfeiture of the letter of credit or performance bond.

6.7 Number of Dwelling Units Allowed Per Parcel

- (1) Except as otherwise provided for in this Section not more than one dwelling unit shall be allowed on a parcel of land in a district in which a residence is permitted.

- (2) No second or additional dwelling unit may be constructed or placed on a parcel of land unless a development permit for such purpose has been issued.
- (3) A development permit application for a second residence to be constructed or located on a parcel of land in the Agriculture District "A" containing a minimum of 32 hectares (80 acres) shall be approved if:
 - (a) the second residence is located in the same yard as the principal residence, unless another location is approved by the Development Officer; and
 - (b) the site criteria in this Section and any other applicable provisions in the Land Use Bylaw and Municipal Development Plan are met to the satisfaction of the Development Officer.
- (4) A development permit application for a third or additional residence on a parcel of land in the Agriculture District "A" containing a minimum of 32 hectares (80 acres) may be approved as a permanent or temporary residence if:
 - (a) the third or additional residence is to be occupied by a person who will be solely, or mainly, employed in a farming or a confined feeding operation on the site, or for a bona fide need;
 - (b) the third or additional residence is located in the same yard as the principal residence, unless another location is approved by the Development Officer; and
 - (c) the criteria in this Section and any other applicable provisions in the Land Use Bylaw and Municipal Development Plan are met to the satisfaction of the Development Officer.
- (5) A development permit application for a second residence to be constructed or located on a parcel of land in an agriculture district containing less than 32 hectares (80 acres) may be approved only as a temporary residence, and only if:
 - (a) the second residence is to be occupied by a person who will be solely, or mainly, employed in a farming or a confined feeding operation **on the site, or for a bona fide need;**
 - (b) the second residence is located in the same yard as the principal residence, unless another location is approved by the Development Officer; and
 - (c) the criteria in this Section and any other applicable provisions in the Land Use Bylaw and Municipal Development Plan are met to the satisfaction of the Development Officer.
- (6) In considering if an additional dwelling may be allowed on a parcel of land, the Development Officer must be satisfied that:
 - (a) a suitable building site exists, preferably in the same yard as the first/principal residence;
 - (b) suitable access can be provided;
 - (c) suitable services can be provided;

- (d) the development will be compatible with existing and planned land uses in the vicinity; and
 - (e) other applicable provisions in the Land Use Bylaw and Municipal Development Plan can be met.
- (7) A temporary residence may be approved on a parcel of land in a Country Residence District “CR” and a Country Residence Agriculture District “CRA” if:
- (a) the temporary residence is for a bona fide need; and
 - (b) the criteria in this Section and any other applicable provisions in the Land Use Bylaw and Municipal Development Plan are met to the satisfaction of the Development Officer.
- (8) In a Country Residence District “CR” or a Country Residence Agriculture District “CRA”, a temporary residence on a country residential parcel which is part of a planned grouped subdivision for detached dwellings shall be a structure that is capable of being converted to an ancillary building, or of being removed, when the bona fide need no longer exists. Manufactured homes will not be permitted as a temporary dwelling.
- (9) In a Country Residence District “CR” or a Country Residence Agriculture District “CRA”, a temporary residence on a single country residential parcel or a country residential parcel within a cluster of two or more country residential parcels that are planned for a mixture of types of single dwellings may be a manufactured home which will be removed or a structure capable of being converted to an ancillary building or of being removed when the bona fide need no longer exists.
- (10) An application for a development permit for the construction or location of a temporary dwelling to serve a bona fide need shall be referred to the Municipal Planning Commission for a decision, which may include conditions pertaining to time and occupancy.
- (11) As a condition of development approval for the construction or location on a parcel of land of a temporary dwelling to serve a bona fide need, the owner of the parcel of land shall be required:
- (a) to sign an agreement annually attesting that the bona fide need remains the same;
 - (b) to sign an agreement that when the bona fide need no longer exists the temporary residence shall be removed or converted to a use as an ancillary building, as provided for in the development permit; and
 - (c) to provide acceptable security to the satisfaction of the County to ensure the terms of the agreement are carried out.

- (12) In respect to a single parcel of land, a development application may be approved to allow:
- (a) the construction or location of two or more dwelling units if each of the dwelling units is contained in a building designed for or divided into two or more dwelling units and the parcel of land is located in a district which permits such multiple units;
 - (b) the development of a manufactured home park on a parcel of land that is designated Manufactured Home Park District "MHP", including the placement of single and/or double wide manufactured home units in the park;
 - (c) the development of two or more dwelling units in a building or buildings, as defined in the Condominium Property Act, subject to a condominium plan to be registered in Alberta Land Titles and located in a district that permits such multiple units; and
 - (d) the construction or location of a residence intended to replace an existing habitated residence, subject to any conditions of time, servicing and occupancy as the Development Officer may require so as to allow habitation of the older residence until the new residence is occupied.
- (13) In a Public Airport District "PA", the construction or location of additional accessory dwelling units or security/operator dwelling units on a parcel of land may be approved at the discretion of the Rocky Mountain House Airport Commission and to the satisfaction of the Development Authority.

6.8 Number of Main Buildings Per Lot in Non-Residential Districts

- (1) No person shall construct, locate or cause to be constructed or located more than one main building per parcel of land, unless otherwise permitted in this Bylaw.
- (2) Subject to the discretion of the Development Officer, more than one main building may be approved on a parcel of land used for airport, institutional, highway commercial, industrial, agricultural or recreational use.

6.9 Building Setbacks

- (1) Unless otherwise provided by this Bylaw, all buildings erected or placed on a lot shall meet the minimum yard requirements of the district in which the lot lies with the exception of:
 - (a) where each of the dwelling units of a building containing two or more dwelling units is to be contained in separate parcels or titles, no side yards shall be required on a side which abuts an adjacent unit;
 - (b) where the proximity of two or more buildings or uses on separate but adjacent lots would form a suitable commercial shopping centre, industrial

complex or institutional facility, no side yards may be required on a side which abuts an adjacent unit at the discretion of the Development Officer.

6.10 Building Heights

- (1) Subject to this section and the regulations in each land use district the Development Officer may regulate the height of any building.
- (2) Except as otherwise provided for in subsection (4), no non-residential building shall be constructed higher than which can be serviced effectively by the local fire department. No residential building shall be constructed with more than two floors above grade, except where approved by the Development Officer acting on the advice of a Fire Officer.
- (3) To determine building heights in terms of the maximum limits established in districts, the measurement shall be taken from the building grade to the highest point of the building on that particular side.
- (4) The following may be exempted by the Development Officer from height restrictions: industrial processing towers, chimney or smoke stacks, steeples or spires, belfries, domes, monuments, elevator housing, roof stairway entrances, water or other tanks, ventilating equipment, satellite dishes, telecommunication towers, amateur radio antenna, flag poles, clearance markers, or a firewall, parapet wall or guardrail that is no greater than 1 metre (3.28 feet) above the roof, and any other vertical extension deemed by the Development Officer to be exempted.

6.11 Site Elevation/Grade

- (1) Each newly created parcel in a hamlet or multi-parcel subdivision shall be graded so storm water does not drain onto adjoining property, except where the subdivision approving authority accepts a prior or simultaneous agreement to drain water across another property.
- (2) The Development Officer may specify an elevation at which any new development is to be constructed in order to facilitate proper site drainage and connection to any existing or proposed sewer system.

6.12 Projections into Yards within Hamlets

- (1) Within a Hamlet Residential District "HR", chimneys, cornices, eaves, gutters, steps, sills and cantilevered projections, such as a bay windows, may project a maximum of 0.6 metre (2 feet) into any setback, but no cantilevered projection, with

or without a window, may encroach within 1.22 metres (4 feet) from the property line.

- (2) Within a Hamlet Residential District "HR", balconies, unenclosed porches, verandas, decks, cornices, eaves, steps, stairways, window bays and other similar projections may project a maximum of 2 metres (6.5 feet) into a front or rear yard setback.
- (3) Within a Hamlet Residential District "HR", no part or attachment to a main building, including unenclosed decks more than 0.6 metres (1.97 feet) above grade shall project into a front or rear yard any closer to the side property boundary than one-half the minimum side yard required for the building.
- (4) Within a Hamlet Residential District "HR", setback distances do not apply to unenclosed patios or decks, whether affixed or not affixed to the main building or attachment thereto, where no portion of the patio or deck is more than 0.6 metres (1.97 feet) above grade, except that a projection into a front yard shall not exceed 2.5 metres (8.2 feet).

6.13 Objects Prohibited or Restricted in Yards

- (1) No person shall allow a motor vehicle used for stock car races, a motor vehicle which has all or part of its superstructure removed, or a motor vehicle which is in a dilapidated or unsightly condition to remain or be parked on a parcel in a residential district or on any parcel of land which is primarily used for residential purposes, and, for any other district, not less than 30 metres (100 feet) from a public roadway unless it is screened to the satisfaction of the Development Officer.
- (2) No dugout or windbreak shall be located less than the required setback distance pursuant to the figures related to Section 10.3 of this Bylaw from any public roadway, although decorative vegetation may be located within this area for landscaping purposes.
- (3) On a lot in any district where a detached dwelling is a permitted or discretionary use, one occupied holiday trailer/recreation vehicle which bears a valid current vehicle license or a tent may be parked and used for living and sleeping accommodation by bona fide tourists who are guests of the occupants of the principal dwelling for a period not to exceed 30 days without requiring a development permit.

Notwithstanding section 6.12(3) above, on a lot in the Recreation Residence District "RR" where no principal building is present, one holiday trailer/recreation vehicle that bears a valid current vehicle license may be parked and used for living and sleeping accommodation. The holiday trailer/recreation

vehicle must be portable at all times with no permanent additions, such as decks, rooms, or any other structure that the Development Authority deems would restrict the portability of the holiday trailer/recreation vehicle. (*Bylaw 819/05*)

- (4) One functional but unoccupied holiday trailer/recreation vehicle and one additional chassis mounted camper or boat may be stored or parked, without a development permit, on the front yard of a lot in a residential district, **but only when a principal residence already exists on the parcel of land.**
- (5) Unused or unoccupied holiday trailers/recreation vehicles and other recreational or agricultural vehicles, trailers and equipment owned by the occupants of an approved dwelling on a parcel may be stored or parked on the said parcel of land without a development permit, providing that it is assessed as farmland and used for agricultural purposes. (Where any unused or unoccupied vehicle or equipment named in the foregoing becomes derelict, dilapidated or unsightly, the Development Officer may require that the same be screened from view or removed.)
- (6) Unoccupied manufactured homes, holiday trailers/recreation vehicles and other forms of equipment intended for sale may be displayed on a lot in any industrial, Highway Development "HD" or Hamlet Commercial "HC" District pursuant to a development permit issued for such use.
- (7) No person shall keep or permit in any residential district an object or chattel which, in the opinion of the Development Officer, is unsightly or tends to adversely affect the amenities of the area.
- (8) No person shall keep or permit on a parcel of land in any district the storage of materials used in construction of a development on that parcel of land beyond the period which, in the opinion of the Development Officer, is necessary for the completion of the development.

6.14 Building Design, Character and Appearance

- (1) In all developments, the design, character and appearance of buildings, including but not limited to the use of exterior finishing materials and façade design, shall be to the satisfaction of the Development Officer.
- (2) The Development Officer may impose conditions to ensure that:
 - (a) the design, character and appearance of a building is compatible with other buildings in the vicinity, unless in the opinion of the Development Officer it is setting a new standard of design, character and appearance for a particular locality;

- (b) the design, character and appearance of the building is consistent with the purpose of the land use district in which the building is located;
 - (c) the development complies with any provision of a statutory plan, community plan or design standards otherwise adopted or approved by Council applicable to the site or land use district within which the development lies.
- (3) The exterior finishing materials of a development shall be those as shown on the approved plans for that development. Once constructed, the façade of the building or buildings shall be maintained to the standard and appearance as approved by the Development Officer such that any changes shall be subject to the approval of the Development Officer if in the opinion of the Development Officer the changes warrant a development permit.
- (4) The Development Officer shall ensure, as far as is reasonably practical, that exterior materials will be used which will ensure that the standard of the building will be similar to or better than the standard of surrounding development. The Development Officer may require that the appearance of an exterior wall, which is exposed to public view from beyond the site, be improved where, in the opinion of the Development Officer, that the appearance of the wall is inconsistent or incompatible with the appearance and finishing standards of surrounding development.

6.15 Landscaping and Screening

- (1) Prior to final consideration of a development application, the Development Officer may require the applicant to submit a landscaping plan to a level of detail satisfactory to the Development Officer.
- (2) In issuing a development permit for any proposed development, the Development Officer may, in addition to the landscaping standards specified in the Land Use District for which the subject parcel is designated, require the applicant to:
- (a) retain all topsoil on the parcel;
 - (b) grade the site as required to direct storm water off site, without altering its effect on adjacent land;
 - (c) retain in their natural state:
 - (i) swamps, gullies and natural drainage courses,
 - (ii) unstable land,
 - (iii) land subject to flooding by a 1:100 year flood,
 - (iv) land with a natural gradient of 15 percent or greater, and
 - (v) a strip of land not less than 15 metres (50 feet) in width along any river, stream, creek or lake, such distance to be measured from the top of the bank unless the Development Officer considers a lesser distance to be sufficient;

- (d) conserve existing trees and shrubs to the maximum extent possible;
 - (e) enhance the site by spreading additional topsoil, planting trees and shrubs and/or the seeding or sodding of grass and/or using landscaping materials such as decorative gravel, rock, wood chips or other materials, in order to enhance the appearance of the site and to complement development thereon;
 - (f) restrict the area or portion of the parcel to be hard-surfaced.
- (3) As a condition of development approval the Development Officer may require the development, site or a portion of one or both to be screened in order to visually separate areas which would detract from any surrounding property. The construction and materials used or the nature of a vegetated buffer strip used as a screen shall be of a quality and design to the satisfaction of the Development Officer.
- (4) Any landscaping or screening required by a development permit shall be carried out within the time limit specified in the permit.

6.16 Fences and Wind Screens

- (1) In hamlets:
- (a) no fence within 7.5 metres (25 feet) of the right-of-way of a public road, excluding lanes, shall be more than 1 metre (3 feet) high. An exception may be made by the Development Officer for the portion of the side and rear yard which abut the flanking street of a corner parcel;
 - (b) at the intersection of lanes a 3 metres (10 feet) sight triangle shall be maintained whereby no fence, any planting, growth or any object placed shall materially impede vision over a height of 1 metre (3 feet);
 - (c) no fence shall be higher than 1.83 metres (6 feet) unless approved by the Development Officer for safety, security, screening or other reason.
- (2) At the intersections of local roads, secondary roads and primary highways, no fence, hedge, shelterbelt or other planting or growth shall unduly restrict the vision of approaching traffic.

6.17 Off-Street Parking and Loading Requirements

- (1) Unless otherwise provided for in this Bylaw, the minimum number of off-street parking spaces that shall be provided is as follows:
- (a) places of public assembly1 space per 4 seats
 - (b) dining and/or drinking establishments....1 space per 4 seats
 - (c) retail uses..... 4 spaces per 93 m² (1,000 sq. ft.)
 - (d) hotels and motels.....1.2 spaces per guest room
 - (e) industrial.....1 space per employee

- (f) offices.....2 spaces per 93 m² (1,000 sq. ft.)
- (g) detached dwellings.....2 spaces per unit
- (h) multiple dwelling units.....2 spaces per unit or 1.5 per unit
where 5 or more units occur
- (i) ancillary suites and bed and
breakfast rooms.....1 per suite per room
- (j) elementary and middle schools.....1 space per employee
- (k) senior high schools.....1 space per employee and 1 space
per 25 students
- (l) warehouse, storage facility..... 1 space per 93 m² (1,000 sq. ft.)
- (m) commercial recreational facilities..... 1 per 4 participants plus 1 per
20 m² gross leasable area
- (n) public/quasi public uses.....as required by Development
Officer
- (o) all other developments.....as required by Development
Officer

- (2) The surface treatment of off-street parking space shall be as required by the Development Officer, but shall be to all-weather standard and having a surface slope of not more than 5 percent.
- (3) Each parking space shall have dimensions of not less than 2.75 metres (9 feet) by 5.5 metres (18 feet), and where site conditions warrant, there shall also be additional space provided for access and maneuvering lane.
- (4) As a condition of development approval the Development Officer may require the provision of one or more loading spaces with each loading space being designed and located so all vehicles using that space can be maneuvered and parked entirely within the bounds of the parcel without using any part of a road right-of-way to do so.
- (5) As a condition of development approval the Development Officer may specify the standard of surface of any loading space, parking space and maneuvering area.

6.18 Signs

- (1) No signs or advertising structures of a commercial, direction or informative nature shall be placed on land or affixed to any exterior surface of any building or structure, unless an application for this purpose has been approved, and a development permit has been issued except as permitted under Subsection 3.

- (2) No signs, billboards, advertising structures or signboards shall be placed on or affixed to public property without the prior consent of the appropriate public body.
- (3) Signs may be erected on land or affixed to the exterior surface of a building or structure without a development permit as follows:
 - (a) signs for the purpose of identification, direction and warning not exceeding 0.5 square metres (5 sq. ft.) and limited to one sign per parcel;
 - (b) sign relating to a person, partnership or company carrying on a profession, business or trade, not exceeding 3 square metres (32 sq. ft.) and limited to one sign per parcel;
 - (c) signs relating to an institution of a religious, educational, cultural, recreational or similar character or to an apartment block, club or similar institution, not exceeding 3 square metres (32 sq. ft.) and limited to one sign per parcel;
 - (d) advertisements in relation to the function of local authorities, utility boards or other public or quasi-public bodies;
 - (e) temporary advertisements relating to the sale or leasing of land, the sale of goods or livestock, the carrying out of construction or other works, announcement of any local event of a religious, educational, cultural or political nature, not exceeding 3 square metres (32 sq. ft.), but in each instance such temporary advertisements shall be removed by the advertiser within seven days of the completion of the event or work to which the advertisements relate;
 - (f) signs by a government or government agency; and
 - (g) no such sign may be illuminated.
- (4) Any permanent sign or advertisement which exceeds 3 square metres (32 sq. ft.) or which exceeds 2.5 metres (8 feet) in any dimension, or which is to be illuminated, shall be subject to a development permit.
- (5) No signs or advertising structures of any kind shall be permitted within ~~3400~~ metres ~~(330 feet)~~ of a provincial right-of-way or 800 metres of the centre-line of a ~~primary~~ highway and public road intersection, with the exception of minor two-lane highways, unless ~~the~~ prior approval of Alberta Transportation has been obtained. No sign permits are required from Alberta Transportation for signs on private property adjacent to minor two-lane highways (a sign permit from Alberta Transportation is required for signs inside the highway right-of-way of a minor two-lane highway).
- (6) No sign or advertisements shall obstruct the view of, be confused with, resemble or conflict with a traffic sign or signal, or otherwise pose a potential hazard to traffic.

- (7) Flashing, animated or internally illuminated signs shall not be permitted where, in the opinion of the Development Officer, they may unduly affect residents in nearby housing, interfere with the interpretation of traffic signs or controls or unduly distract drivers.
- (8) No sign shall project higher than the roofline of the building to which it is attached unless otherwise approved by the Development Officer.
- (9) No sign shall project more than 2.5 metres (8 feet) from a building unless otherwise approved by the Development Officer.
- (10) All signs shall be kept in a safe, clean and tidy condition and the Development Officer may require the removal or renovation of any sign determined to be otherwise.

6.19 Lighting and Illumination

- (1) Lighting fixtures for exterior illumination, which are not illuminating public uses, shall be installed with the light directed and/or deflected away from public roads.

6.20 Water and Wastewater

- (1) All development shall meet the provision of water and wastewater services in accordance with the Municipal Development Plan, and in doing so meet provincial standards and regulations respecting the provision of water and wastewater services.

PART SEVEN: SPECIAL LAND USE PROVISIONS

7.1 Farm Subsidiary Business

- (1) A farm subsidiary business may be approved in an agricultural district only as a supplementary to the primary agricultural use of a parcel of land and if the development will not:
 - (a) employ more than two employees who do not reside on-site;
 - (b) store or maintain any goods, materials, or equipment not directly related to the operation; and
 - (c) create dust, noise, odour, smoke or traffic generation which in the opinion of the Development Authority would be a nuisance to adjacent or nearby properties.
- (2) If a farm subsidiary business is approved as a temporary use, the approval shall be date specific as to when the business shall cease or at the discretion of the Development Officer considered for an extension of time until a specific future date.
- (3) Signage shall be limited to one sign not exceeding 3 square metres (32 sq. ft.) in area and must conform to all other provisions of this Bylaw.

7.2 Dude Ranch or Vacation Farm

- (1) A Dude Ranch/Vacation Farm shall be operated as a secondary use to the principal ranching/farming use of the land and shall not change the principal character of this land.
- (2) A Dude Ranch/Vacation Farm shall not accommodate more than eight guests at any one time.
- (3) Only one Dude Ranch/Vacation Farm shall be allowed on a given parcel or lot.
- (4) In reviewing a development application for a Dude Ranch/Vacation Farm, the factors to be considered, among others, include:
 - (a) the size of the parcel;
 - (b) the impact of the proposed use on the existing water and sewer systems;
 - (c) consistency with other development in the surrounding area/land use districts in terms of nature and intensity of use;
 - (d) potential traffic generation, and parking requirements;
 - (e) buffering or other techniques designed to limit any interference with other uses of the peaceful enjoyment of neighbouring parcel;
 - (f) amenities offered that would enhance the proposed land use.

- (5) Eating and cooking shelters and sleeping units may be allowed as ancillary developments to Dude Ranch/Vacation Farm.
- (6) As a condition of development approval a Dude Ranch/Vacation Farm may be approved until a specific future date, but thereafter may be extended at the discretion of the Development Officer.

7.3 Bed and Breakfast Establishments

- (1) A bed and breakfast establishment may be allowed provided that it is secondary to the residential use of the dwelling and it will not interfere with the use and enjoyment of the neighbouring properties.
- (2) A bed and breakfast establishment shall comply with the following standards:
 - (a) any alteration to the residential structure shall be limited to ensure that the dwelling remains within the character of the area within which it is located and any alterations are to be approved by the Municipal Planning Commission;
 - (b) a sign must identify rather than advertise the establishment and not exceed 0.56 square metres (6 sq. ft.) in size unless otherwise approved by the Development Officer;
 - (c) in addition to any other off-street parking required in this Bylaw, one additional space shall be provided for each guest room.
- (3) A development permit issued for a bed and breakfast establishment does not exempt compliance with health regulations or any other permit requirements.

7.4 Home Occupations

- (1) A Home Occupation may be permitted in a residential district if it:
 - (a) is to be operated as a secondary use only and will not change the external appearance or residential character of the site;
 - (b) will not create, in the opinion of the Development Authority, a nuisance by way of dust, noise, vibration, odors, smoke, or traffic generation;
 - (c) will not display a product in public view;
 - (d) will not engage any person in the home occupation other than the residents of the site;
 - (e) the privacy and enjoyment of adjacent properties shall be preserved and the home occupation shall not adversely affect the amenities of the surrounding area.

- (2) In approving a home occupation:
 - (a) the Municipal Planning Commission, if it deems appropriate, may allow materials, goods, or equipment to be stored on the site provided the storage of such is contained entirely within the dwelling unit or ancillary building and is not a fire or health hazard;
 - (b) no signs greater than 0.56 square metres (6 sq. ft.) shall be permitted unless an application for this purpose has been approved and a Development Permit issued;
 - (c) no more than one commercial vehicle shall be allowed in connection with a home occupation. A commercial vehicle to be parked or maintained on the property shall be subject to Municipal Planning Commission approval in terms of size and appearance;
 - (d) a condition of approval may be until a specific future date, but thereafter may be extended at the discretion of the Development Officer.
- (3) A permit for a home occupation is only for the period of time the property is occupied by the applicant for whom the home based business was approved.

7.5 Historical and Archeological Sites

- (1) Historical and archeological sites identified pursuant to the Alberta Historical Resources Act shall be protected in accordance with the guidelines established by the Province of Alberta.

7.6 Surveillance Suites

- (1) A development permit for a surveillance suite may be issued if the surveillance suite is clearly compatible with and subordinate to the principal use of the subject parcel. The placement of a surveillance suite shall be compatible with all existing, principal development/land uses on adjacent properties and shall not interfere with future principal development/ land uses of adjacent properties.
- (2) Where a surveillance suite is attached to the principal building by a roof, an open or enclosed structure, floor or a foundation, it is to be considered a part of the principal building.
- (3) The minimum and maximum floor area of any detached surveillance suite shall be 50 square metres (538.2 sq. ft.) and 113 square metres (1,216.0 sq. ft.) respectively.

7.7 Alcohol Sales

- (1) Within a multi-parcel residential subdivision (hamlet excluded) or within 305 metres (1,000 feet) of the boundary of a site used for public park, community recreation, religious assembly, or public or private school, alcohol sales as the primary retail use or in association with the sale of other retail goods may be approved as a discretionary use if the Development Authority determines the use meets the requirements of this Section. For the purposes of this Section, “alcohol sales” does not apply to the sale of alcoholic drinks at a licensed eating or drinking establishment.
- (2) The Development Officer or Municipal Planning Commission shall not approve a development permit for alcohol sales unless, in its opinion, it is satisfied that the proposed use is suitable, harmonious, appropriate and compatible with the existing quality of life in the surrounding area.
- (3) In evaluating the appropriateness of a development permit application for liquor sales/distribution services, the Development Officer or Municipal Planning Commission shall consider:
 - (a) compatibility with adjacent and neighbouring land uses;
 - (b) impact on existing traffic volumes and patterns of flow;
 - (c) appropriate vehicle parking and site access/egress requirements (the locations of access/egress points shall not route traffic through residential areas);
 - (d) lighting and signage;
 - (e) appropriate site security/fencing requirements; and
 - (f) any other matters considered appropriate.

7.8 Guest Houses

- (1) No person shall construct or cause to be constructed a guest house on a parcel of land unless a development permit for such a use has been issued.
- (2) A guest house is neither an ancillary building or ancillary use.
- (3) An application for a development permit for a guest house may be approved on a parcel of land in a district for which a guest house is listed as a discretionary use but only when a principal residence already exists on the parcel of land. Conditions of approval may pertain to time and occupancy.
- (4) A guest house may be a separate building or form part of a building that is separate from the principal residence, but shall not include kitchen or cooking facilities.

7.9 Antenna Systems / Telecommunication Towers

- ~~(1) No person shall construct or cause to be constructed a telecommunication tower unless a development permit for such a use has been issued.~~
- ~~(2) A telecommunication facility shall comply with the provisions of this Bylaw and any statutory or outline plan pertaining to the site of the facility, all CSA standards and Safety Code guidelines.~~
- ~~(3) The County will encourage the co-location (sharing) of telecommunication towers.~~
- ~~(4) The notification of landowners in the vicinity and public consultation are required if the tower is to be located in a residential area or within 600 metres (1968 feet) of the nearest residence and the tower has a height of 15 metres (50 feet) and higher.~~
- (1) Innovation, Science and Economic Development Canada (ISED) is responsible for regulating radiocommunication in Canada. The Minister may, taking into account all matters the Minister considers relevant for ensuring the orderly development and efficient operation of radiocommunication in Canada, issue radio authorizations and approve each site on which radio apparatus, including antenna systems, may be located. Further, the Minister may approve the erection of all masts, towers and other antenna-supporting structures. In making its decision regarding transmission, communication and related facilities, Innovation, Science and Economic Development Canada considers the following:
 - (a) the input provided by the land-use authority;
 - (b) Health Canada's Safety Code 6 guidelines respecting limits of exposure to radiofrequency electromagnetic fields;
 - (c) compliance with appropriate environmental legislation, which includes the *Canadian Environmental Assessment Act*; and
 - (d) compliance with Transport Canada's painting and/or lighting requirements for aeronautical safety and NAV CANADA's comments regarding impact on the provision of their national air navigation system, facilities and other services located off-airport.
- (2) The participation of the County in the consultation process does not transfer any federal decision-making authority, nor does it confer a right of veto in the location of the radiocommunication facility.
- (3) Clearwater County will address local consultation requirements and preferences regarding antenna system siting and/or design with an Telecommunication Tower and Antenna System Siting Policy.

7.10 Small Animal Breeding and Kennels

- (1) Notwithstanding the list of permitted uses in **the applicable** land use districts, with the exception of the agriculture district, small animal breeding facilities containing no more **than four (4) animals over the age of 6 months**, shall be considered **as** a discretionary use **if they are proposed** on a parcel of land within or adjacent to a hamlet and grouped residential subdivision.
- (2) No small animal breeding facility shall be permitted on a residential parcel of any type that is less than 1 hectare (2.47 acres) in size.
- (3) All facilities shall be kept in a manner satisfactory to the Health Authority.
- (4) In the approval of a **kennel and** small animal breeding facility, the Development Authority may apply conditions regarding:
 - (a) location, soundproofing, screening and enclosure of any facility;
 - (b) the number of animals; and
 - (c) the hours that animals are allowed outdoors.

7.11 Trout Fish Ponds

- (1) No **trout fish** pond shall be created, including for private use, without **approval of an application to create a trout fish pond and** all necessary approvals from the Province.

7.12 Cannabis Production Facility

- (1) Clearwater County should direct cannabis production facilities to locate in a business park.
- (2) All cannabis production facilities, applying for a development permit, within a business park, must be located outside of a 50 metre radius of any of the following attributes:
 - (a) an existing residence;
 - (b) an existing recreational zoned property;
 - (c) an existing religious assembly;
 - (d) an existing school as defined by the School Act revised statutes of Alberta 2000, chapter s-3 and amendments thereto;
 - (e) an existing child care facility;
 - (f) an existing community hall;
 - (g) an existing public recreation facility; and
 - (h) an existing library.

- (3) All cannabis production facilities applying for a development permit on an industrial parcel not located within a business park, must be located outside of a 300 metre radius of any of the following attributes:
 - (a) an existing residence;
 - (b) an existing recreational zoned property;
 - (c) an existing religious assembly;
 - (d) an existing school as defined by the School Act revised statutes of Alberta 2000, chapter s-3 and amendments thereto;
 - (e) an existing child care facility;
 - (f) an existing community hall;
 - (g) an existing public recreation facility; and
 - (h) an existing Library.

- (4) Cannabis production facilities shall:
 - (a) be contained in a fully enclosed building or buildings specifically referenced in the producer's federal license for production;
 - (b) be the only use permitted on a parcel, with the allowance for an ancillary building on the parcel;
 - (c) must not have any outside storage of goods, materials, and supplies;
 - (d) no use or operation shall cause or create conditions that may be objectionable or dangerous beyond the building that contains it.
 - (e) follow the Federal Government Directive on Physical Security Requirements for Controlled Substances.

- (5) The Development Officer or Municipal Planning Commission shall not approve a development permit for a Cannabis Production Facility unless, in its opinion, it is satisfied that the proposed use is appropriate and compatible with adjacent and neighboring land uses.

- (6) In evaluating the appropriateness of a development permit application for a Cannabis Production Facility, the Development Officer or Municipal Planning Commission shall consider:
 - (a) compatibility with adjacent and neighboring land uses;
 - (b) impact on existing traffic volumes and patterns of flow;
 - (c) appropriate vehicle parking and site access/egress requirements (the locations of access/egress points shall not route traffic through residential areas);
 - (d) lighting and signage;
 - (e) any other matters considered appropriate.

7.13 Cannabis Retail Sales

- (1) Cannabis Retail Sales shall not be located within 100 metres of any of the following buildings or uses:
 - (a) an existing provincial health care facility;
 - (b) an existing school as defined by the School Act revised statutes of Alberta 2000, chapter s-3 and amendments thereto;
 - (c) an existing parcel of land designated as school reserve;
 - (d) an existing recreational facility including a playground;
 - (e) an existing religious assembly;
 - (f) an existing childcare facility;
 - (g) an existing community hall; and
 - (h) an existing library.
- (2) Cannabis Retail Sales shall not be located within 100 metres of any other Cannabis Retail Sales.
- (3) In evaluating the appropriateness of a development permit application for Cannabis Retail Sales, the Development Officer or Municipal Planning Commission shall consider:
 - (a) compatibility with adjacent and neighboring land uses;
 - (b) impact on existing traffic volumes and patterns of flow;
 - (c) appropriate vehicle parking and site access/egress requirements (the locations of access/egress points shall not route traffic through residential areas);
 - (d) lighting and signage;
 - (e) appropriate site security/fencing requirements; and
 - (f) any other matters considered appropriate by the Development Authority.

7.14 SEA CONTAINER (SEA-CAN)

- (1) A Sea Container shall:
 - (a) only be located on a parcel where there is an existing principal use;
 - (b) not be used as a standalone dwelling unit;
 - (c) only be allowed in the land use districts where they are listed as a permitted or discretionary use;
 - (d) be used for storage purposes only and shall not contain any dangerous or hazardous materials;
 - (e) be painted to match the color(s) of the principal building or be sandblasted and/or painted to the satisfaction of the Development Authority;

- (f) be screened from the view of adjacent dwellings or public roads. Sea Containers shall not be used as a method of screening additional uses on a parcel; and
- (g) not display advertising, company logos, names or other marketing without an approved sign permit.

PART EIGHT: ENVIRONMENTAL SETBACKS AND REPORTS

8.1 Development On or Near Slopes

- (1) For the purposes of this section, “upper break of slope” is as determined by the Development Officer, who may consult with Alberta Environment, a geotechnical engineering firm or qualified consultant/person.
- (2) Notwithstanding the yard requirements prescribed in the land use districts, subject to subsection (3) no building or structure shall be permitted or caused to be built or placed within 15.24 metres (50 feet) of the top or bottom of an escarpment, bank or slope having a grade that equals or exceeds 15%.
- (3) The required setback from the upper break of slope may be increased or decreased by the Development Officer upon the submission of a report from Alberta Environment, a geotechnical engineering firm or qualified engineer that indicates a lesser setback is suitable or a greater setback is required.
- (4) A setback from the upper break of slope may be decreased by the Development Officer if the Development Officer is satisfied upon report from Alberta Environment, a geotechnical engineering firm or qualified engineer that a lesser setback is sufficient for the safety of the structure and/or engineering and construction measures can be instituted to make a lesser setback location suitable for development, whereby such measures will be a condition of development.
- (5) The Development Officer may require that the development of the site and buildings be designed or bear the seal and signature of a professional engineer and/or architect registered in the Province of Alberta.
- (6) Notwithstanding any other provision in this Bylaw, for a site that is located within the distances established in subsection (2) above, a permitted use, in the Land Use District for that site, with the exception of farming, shall be deemed to be a discretionary use.

8.2 Subdivision and Development Near Water

- (1) Where a parcel of land that is the subject of a subdivision application borders on or contains a river or stream, the minimum setback of any property line of a parcel of land being created for private ownership:
 - (a) shall be no less than 30 metres (100 feet) for land along the North Saskatchewan River, Clearwater River, Red Deer River and James River;
 - (b) shall be no less than 20 metres (66 feet) for land along all other named rivers and streams;

- (c) shall be no less than 6 metres (20 feet) for land along unnamed rivers and streams claimed by the Province; but
 - (d) notwithstanding subsections (a), (b) and (c), Clearwater County may increase **or decrease** the setback depending on site conditions, including but not limited to slope and environmental sensitivity.
- (2) Where a parcel of land that is the subject of a subdivision application borders on or contains a lake, a permanent wetland, or both, the minimum setback of any property line of a parcel of land being created for private ownership shall **be** no less than 10 metres (33 feet) from the high water mark of the lake and/or the permanent wetland. Clearwater County may increase the setback depending on site conditions, including but not limited to slope and environmental sensitivity.
- (3) **Building setbacks from naturally occurring water bodies and/or wetlands shall be no less than 6 metres (20 feet). The Development Authority may grant reductions in the minimum building setbacks from the high water mark of a water body or naturally occurring wetlands if the development incorporates measures to minimize the impacts of the proposed development on the wetlands.**

8.3 Flood Prone Lands

- (1) Subject to the provisions of this Section, development on land which may be prone to flooding generally shall be discouraged, especially on lands which lie within the 1:100 year flood plain, as determined by Alberta Environment and/or the County.
- (2) On land that in the opinion of Alberta Environment and/or the County is flood prone, new residential development and the expansion of existing residential development shall not be permitted.
- (3) On land that in the opinion of Alberta Environment and/or the County is flood prone, permanent non-residential buildings shall not be permitted and new development shall not be allowed except for:
- (a) non-obstructing agricultural uses;
 - (b) outdoor recreation uses;
 - (c) flood control measures; and
 - (d) public work facilities.
- (4) In reviewing an application for development for a site which is considered to be prone to flooding or located in a 1:100 year flood plain, the Development Officer may require one or more reports to be submitted by qualified consultants addressing the proposed development and the mitigating measures of site grading and building construction pertaining to potential flooding.

- (5) If a proposed development on flood prone lands is approved, any or all of the following may be required as conditions of development approval:
 - (a) the use of fill, piles, posts or piers to raise the development above the 1:100 year flood level;
 - (b) no finished floor space below the 1:100 year flood level;
 - (c) no mechanical or electrical installations less than 0.5 metre (1.64 feet) above the 1:100 year flood level;
 - (d) diking the watercourse;
 - (e) increased development setbacks from the watercourse;
 - (f) the use of backflow prevention valves (stop valves);
 - (g) any other flood abatement measure as may be advised by the municipality, Alberta Environment or qualified consultant; and
 - (h) registration of a restrictive covenant registered against the title of the subject property which saves and indemnifies the municipality from liability.
- (6) The Development Officer may require that the development of a site considered to be prone to flooding and any building thereon be designed or bear the seal and signature of a professional engineer and/or architect registered in the Province of Alberta.
- (7) As a condition of approval of a development within a 1:100 year flood plain, the Development Officer may require that a restrictive covenant be registered against the title of the subject property related to the approved development.
- (8) Notwithstanding any other provision in this Bylaw, for a site that is considered to be subject to flooding or located in a 1:100 year flood plain, with the exception of those uses listed in subsection (3), a permitted use in the Land Use District for that site shall be deemed to be a discretionary use.

8.4 Environmentally Significant Lands

- (1) Environmentally significant lands include:
 - (a) rivers and streams, including their valleys, ravines and escarpments;
 - (b) lakes and their shorelands;
 - (c) wetlands;
 - (d) riparian buffers;
 - (e) hazard lands and features;
 - (f) wilderness areas designated by the Province;
 - (g) ecological reserves designated by the Province;
 - (h) natural areas designated by the Province;
 - (i) provincial parks designated by the Province; and
 - (j) provincial recreation areas designated by the Province.

- (2) When reviewing an application for development on environmentally significant lands, the Development Officer may consider any or all of the following:
 - (a) the impact of the proposed development on the subject and surrounding area;
 - (b) the soil and slope conditions of the area surrounding the subject property;
 - (c) any information on the past history of the subject property and surrounding area from a geotechnical perspective; and
 - (d) comments and recommendations from Alberta Environment.
- (3) As part of the development permit application, the Development Officer may require a geotechnical study, prepared by a qualified geotechnical engineer, addressing the proposed development. The geotechnical study will establish building setbacks from property lines based upon the land characteristics of the subject property.
- (4) The Development Officer may require all or any of the following as conditions of approval for a development permit application on land which is considered environmentally significant:
 - (a) a certificate from a qualified professional geotechnical engineer certifying that the design of the proposed development was undertaken with full knowledge of the soil and slope conditions of the subject property;
 - (b) a certificate from a qualified professional geotechnical engineer when the proposed development includes cut and/or fill sections on slopes and/or including the addition of fill to the subject property;
 - (c) that measures be taken to ensure that infiltration into area slopes, the subject property and adjacent lands are minimized;
 - (d) the registration of a restrictive covenant against the certificate of title for the subject property related to the approved development; and/or
 - (e) the registration of an easement against the certificate of title for the subject property entitling the County or an agent on behalf of the County the right to enter the subject property to carry out such improvements and repairs as are required to maintain the stability of adjacent properties which, if not corrected, could adversely affect surrounding lands.
- (5) Clearwater County may register an Environmental Reserve or Environmental Reserve Easement where provided for in the *Municipal Government Act* for the environmentally significant lands.

8.5 Environmental Audits

- (1) The Development Officer may require an applicant to conduct an environmental audit and submit an environmental audit report as part of a development permit application, and an application to amend this Bylaw, an application for subdivision approval, or an application to amend a statutory plan.

The Environmental Audit report shall contain:

- (a) a history of the subject property's ownership and use;
 - (b) a description of the natural environment and social environment surrounding the subject property which may be sensitive to contamination;
 - (c) an inventory of all hazardous materials that may have been handled or stored on the subject property, including a review of on and off-site disposal operations and facilities;
 - (d) documentation of the existence, location and use of above and underground storage tanks and other related facilities;
 - (e) a history of environmental regulatory activity affecting the subject property;
 - (f) a review of the condition and use of adjoining properties;
 - (g) a completed sampling program to determine type and level of contamination of soil, groundwater, surface water, site facilities, etc.;
 - (h) a determination of the extent of contamination; and
 - (i) a comprehensive site and areas map noting the locations of natural and built features and other elements of the site audit as noted above.
- (2) The Environmental Audit and report may be referred to Alberta Environment for comment and recommendations.
 - (3) The County may use the recommendations of the Environmental Audit report as a basis for:
 - (a) reasons to refuse or approve, with or without conditions, a development permit;
 - (b) reasons to amend or refuse an amendment to this Bylaw;
 - (c) comments to the Subdivision Approving Authority in recommending to approve, approve with conditions, or to refuse an application for subdivision;
 - (d) reasons to approve or refuse an application to adopt or amend a statutory plan.

8.6 Environmental Review

- (1) An environmental review is distinct from an environmental impact assessment as described under provincial and federal legislation.
- (2) The Development Officer may require an applicant to conduct an environmental review and submit a report as part of a development permit application, an application to amend this Bylaw, an application for subdivision approval or an application to adopt or amend a statutory plan.
- (3) An environmental review may be required to address any or all of the following:

- (a) a description of the features of the site, adjacent properties and nearby lands that may be affected;
 - (b) a description of the environmental sensitivity of these lands and features;
 - (c) the nature of the impacts on land, water, wildlife and fish during construction;
 - (d) the nature of the impacts of land use activities on land, water, wildlife and fish upon completion of the development and/or phases thereof;
 - (e) an environmental mitigation/protection plan to alleviate any adverse impacts, monitor the performance of the mitigation/protection measures and identify the residual impacts and their significance on fish, wildlife, vegetation, soil, water quality and quantity; and
 - (f) any other matters required by the County.
- (4) An environmental review may be referred by the County to the appropriate provincial agencies for comment and recommendations.
- (5) The County may use the recommendations of the Environmental Review report as a basis for:
- (a) reasons to refuse or approve, with or without conditions, a development permit;
 - (b) reasons to amend or refuse an amendment to this Bylaw;
 - (c) comments to the Subdivision Approving Authority in recommending to approve, approve with conditions, or to refuse an application for subdivision;
 - (d) reasons to approve or refuse an application to adopt or amend a statutory plan.

8.7 Remote Area – Wild Land/ Urban Interface Developments

- (1) When, in the opinion of the Development Officer, a proposed development would be located in an area which may be a significant wildfire hazard area or too remote for existing municipal services to be effective in an emergency, the Development Officer may add the following measures as conditions to the issuance of a development permit to reduce fire hazards:
- (a) a minimum 10 metres (33 feet) defensible space perimeter around buildings; this space should consist of less fire prone vegetation and free of ground level fuels (e.g. logs, branches, twigs), piled debris and other combustibles; this zone may increase to 30 metres (100 feet) for a site at the top of a slope;
 - (b) a reduced fuel zone perimeter around buildings in which the forest canopy and understory may need to be thinned; for flat sites this perimeter may be up to 30 metres (100 feet) but may be greater if the perimeter area includes downslopes greater than 15%;
 - (c) roofs to be constructed of non-combustible or combustion retardant materials;
 - (d) the installation of spark arresters on chimneys and stovepipes;
 - (e) exterior siding to be of fire resistant materials;

- (f) the provision of an emergency access;
- (g) the provision of an adequate on/off-site water supply and equipment for fire-fighting purposes; and
- (h) any other provisions consistent with principles and standards to protect a community, subdivision or isolated development from wildfires.

PART NINE: RESOURCE OPERATIONS AND SETBACKS

9.1 Site Alterations

- (1) Site alteration activities, generally including stripping, filling, excavating and grading activities, are deemed to be exempt from the requirement for formal development permit application unless forming a part of a specific development proposal for which a permit is required. ~~Typical activities, for which a development permit is not required include:~~
 - (a) contouring of farmland
 - (b) public roads
 - (c) oilfield lease roads and sites
 - (d) private driveways
 - (e) logging roads
 - (f) the first dugout on a parcel of land
 - (g) the first fish pond on a parcel of land
 - (h) recreational trail systems
 - (i) the first borrow excavation on a parcel of land, and
 - (j) drainage ditching

Alberta Transportation requires that on-site drainage, surface water run-off and/or storm water management must not be directed into the highway ditches. All on-site drainage, storm water management and surface water run-off must be handled in a manner that is acceptable to the department when a property is adjacent to a public highway.

~~Definitions In this Part:~~

~~**Dugout** means an excavation or an opening less than one acre in size for the purpose of agricultural use.~~

~~**Fish Pond** means an excavation or an opening less than one acre in size for the purpose of stocking fish.~~

~~**Borrow Excavation** means an opening or excavation in the surface or subsurface of a given parcel of land, not exceeding four acres of total disturbance that is made solely for the purpose of removing sand, gravel, clay, or marl. A borrow excavation shall not remain open or active for a period exceeding 18 months. A borrow excavation does not permit any processing of the material(s) on the land(s).~~

Borrow excavations are subject to ~~the Environmental Protection and Enhancement Act (EPEA) and the Conservation and Reclamation Regulation (CRR)~~ Provincial Legislation. Operators are cautioned that terms such as *borrow* and *borrow pit* may

have different meanings in reference to regulatory requirements under ~~other different Provincial Legislation (e.g., the Environmental Protection Act or the Public Lands Act)~~ or in common usage in the road construction industry. Operators must be aware of the terms *borrow excavation* and *pit* and their regulatory implications under ~~the EPEA or the CRR~~ different Provincial Legislation.

While this exemption is valid only to the extent that there is no requirement to make application for a development permit, any other requirement, provincial or municipal, is the responsibility of the proponent of the activity. ~~Other requirements may include, but are not limited to, licensing, road use agreements, reclamation, setbacks, buffers, etc.~~

9.2 Top Soil Removal and Surface Resource Extraction/Processing

- (1) A development permit is required before the commencement or continuation of the removal of top soil from the property and such permits shall only be granted where it is shown to the satisfaction of the Development Officer that the land will not be adversely affected by the removal of the topsoil. The Development Officer may refer any application for removal of top soil from the property to the Agricultural Services Board and/or ~~the Soil Conservation Officer acting under the Soil Conservation Act for comments~~ any other board or agency as deemed necessary.
- (2) Unless exempted under Section 9.1 all surface resource extraction activities require a development permit before the commencement or continuation of the operation.
- (3) Surface resource extraction activities are subject to obtaining the proper approvals from all authoritative government agencies.
- (4) When issuing a development permit for a new or expanded surface resource extraction operation, including but not limited to sand, gravel or clay pits, the permit shall be conditional upon the developer providing copies of the approvals obtained from all authoritative government agencies.
- (5) Among other conditions that may be applied to the approval of a surface resource extraction operation by the Development Officer are conditions that provide for:
 - (a) setbacks to the satisfaction of the Development Officer from public roads and highways;
 - (b) setbacks from dwellings, existing property boundaries and proposed property boundaries;
 - (c) screening of the operation from public view by means of berms, landscaping or other means;
 - (d) limitations on the years, months, weeks, days and/or hours of operation;

- (e) specific truck routing and/or roadway improvements;
 - (f) requirements to provide and maintain sufficient dust control, both on-site and on haul roads, to the satisfaction of the Municipality; and
 - (g) posting of adequate signage, including company name and emergency phone numbers, to warn of possible site or operational hazards and dangers.
- (6) The obligation to fulfill the conditions and requirements of any development permit issued pursuant to this Section is deemed to run with the land. The failure of any development permit holder who is not the owner of the site or sites described in the development permit shall not be considered to relieve or release the owner from such or issue a new development permit to the same applicant or to a new applicant or to the same owner or a new owner, unless or until the conditions and requirements of any development permit which has become suspended, lapsed, or voided for any reason, have been fulfilled to the satisfaction of the Municipality.

9.3 Gas and Oil Wells

- (1) An application for subdivision or development must not be approved if it would result in permanent additional overnight accommodation or public facilities, as defined by the ~~Energy Resources Conservation Board~~ Alberta Energy Regulator (AER), within 100 metres (328 feet) of a gas or oil well unless that permanent overnight accommodation or public facility would be within a lesser distance approved in writing by the ~~Energy Resources Conservation Board~~ AER or in the opinion of the approving authority is considered to be an infill development.
- (2) For the purposes of this section, a gas or oil well does not include an abandoned well as defined by the ~~Energy Resources Conservation Board~~ AER and distances are measured from the well head to the building or proposed building site.

9.4 Sour Gas Facilities

- (1) The development authority must send to the ~~Energy Resources Conservation Board~~ AER a copy of an application that would result in permanent additional overnight accommodation, whether for dwelling or other purposes, or public facilities as defined by the ~~Energy Resources Conservation Board~~ AER if the application is within 1.5 km (0.93 miles) of a sour gas facility, or a lesser distance agreed to in writing by the ~~Energy Resources Conservation Board~~ AER and subdivision authority.
- (2) The Development Officer must not approve an application that does not conform to the ~~Energy Resources Conservation Board~~ AER setbacks unless the ~~Energy Resources Conservation Board~~ AER gives written approval to a lesser set back

distance. When issuing a development permit for a residence in an area where there is a risk of sour gas as advised by the ~~Energy Resources Conservation Board~~ **AER**, the Development Officer may as a condition of approval require the applicant to sign a copy of the applicable declaration prescribed by the Development Officer.

PART TEN: INFRASTRUCTURE SETBACKS AND REGULATIONS

10.1 Development Setbacks from Wastewater Treatment Plants

- (1) Unless the development is approved in writing by the Deputy Minister of Alberta Environment:
 - (a) a school, hospital, food establishment or residential building shall not be approved and a residential building shall not be constructed within 300 metres (984.25 feet) of an operating wastewater treatment plant; and
 - (b) a wastewater treatment plant must not be approved unless the working area of the plant is located at least within 300 metres (984.25 feet) from any existing or proposed school, hospital, food establishment or residential building.

10.2 Development Setbacks from Landfills and Waste Sites

- (1) Unless the development is approved in writing by the Deputy Minister of Alberta Environment:
 - (a) a school, hospital, food establishment or residence must not be approved and a residence must not be constructed if the building site is within distances from a sanitary landfill, modified sanitary landfill, hazardous waste management facility, dry waste site, waste processing site, waste storage site, waste sorting station or waste transfer station specified in the Subdivision and Development Regulation; and
 - (b) a sanitary landfill, modified sanitary landfill, hazardous waste management facility, dry waste site, waste processing site, waste storage site, waste sorting station or waste transfer station must not be approved within the distance from the property boundary of a school, hospital, food establishment or residence specified in the Subdivision and Development Regulation.

10.3 Setbacks from Roads and Intersections

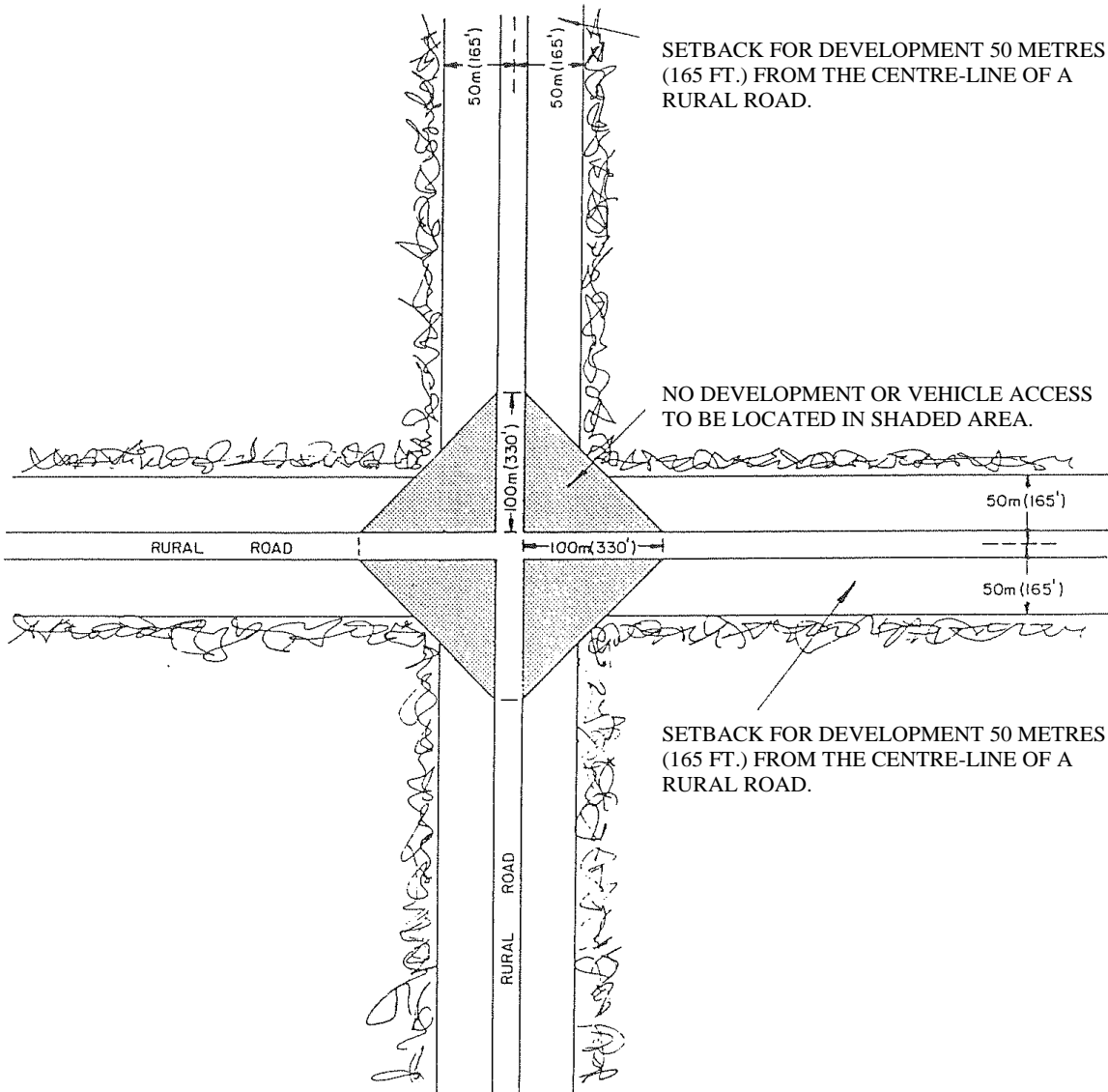
- (1) On a parcel of land located adjacent to a public road or provincial highway, development shall be sited in accordance with Figures 1 to ~~47~~ of this Section, unless otherwise approved by the Development Officer or Alberta Transportation. The general minimum setback for all development adjacent to a provincial highway is 70 metres from the highway centre-line or no closer than 40 metres from the highway right-of-way boundary, except where the distances must be increased to allow for highway widening.
- (2) No vehicle access to a rural road shall be permitted less than 150 metres (492 feet) from an intersection, an existing access on the same side of the road, a bridge or an at-grade railway crossing unless a lesser separation distance is approved by the

Director Public Works Infrastructure where in his/her opinion the lesser distance provides suitable site lines in both directions.

- (3) The Development Officer may not approve an application for a development permit affecting land within 300 metres (1,000 feet) of a provincial highway or within 800 metres (1/2 mile) of a provincial highway intersection unless the applicant provides a copy of a ~~highway vicinity development~~Roadside Development Permit approval from Alberta Transportation.
- ~~(4) Placement of any trees, hedges or shrubs within 30 metres from the highway right-of-way boundary, or 60 metres from the centre line of the highway , whichever is greater, is prohibited without a permit from Alberta Transportation.~~
- (4) The Development Officer may issue a development permit or other needed approval for development, which does not satisfy the requirements illustrated on Figures 1 to ~~47~~ of this Section, for a parcel legally created prior to this Bylaw coming into effect and which would otherwise not have a building site, if satisfied that the development will not result in having an adverse impact on adjacent land uses and development when developed to such lesser standards as the Development Officer requires.
- (5) Figures 1 to ~~47~~ of this Section do not apply in any hamlet district.
- (6) Notwithstanding any other provisions in this Bylaw, the Development Officer may approve or prescribe screening for uses which involve the outdoor storage of goods, materials or facilities which would otherwise be, in the judgement of the Development Officer, visually offensive when viewed from a public road.
- (7) Lots abutting a public “internal road” or a service road shall not be subject to the setbacks required for rural roads, but shall be subject to setback requirements otherwise stated in this Bylaw for public internal roads and, in this regard, Council may declare a public road to be an “internal road” if it is not in an Agriculture District and is not part of the grid system, contained in Government Road Allowances.

MUNICIPAL

SETBACKS FROM RURAL ROADS AND THEIR INTERSECTIONS

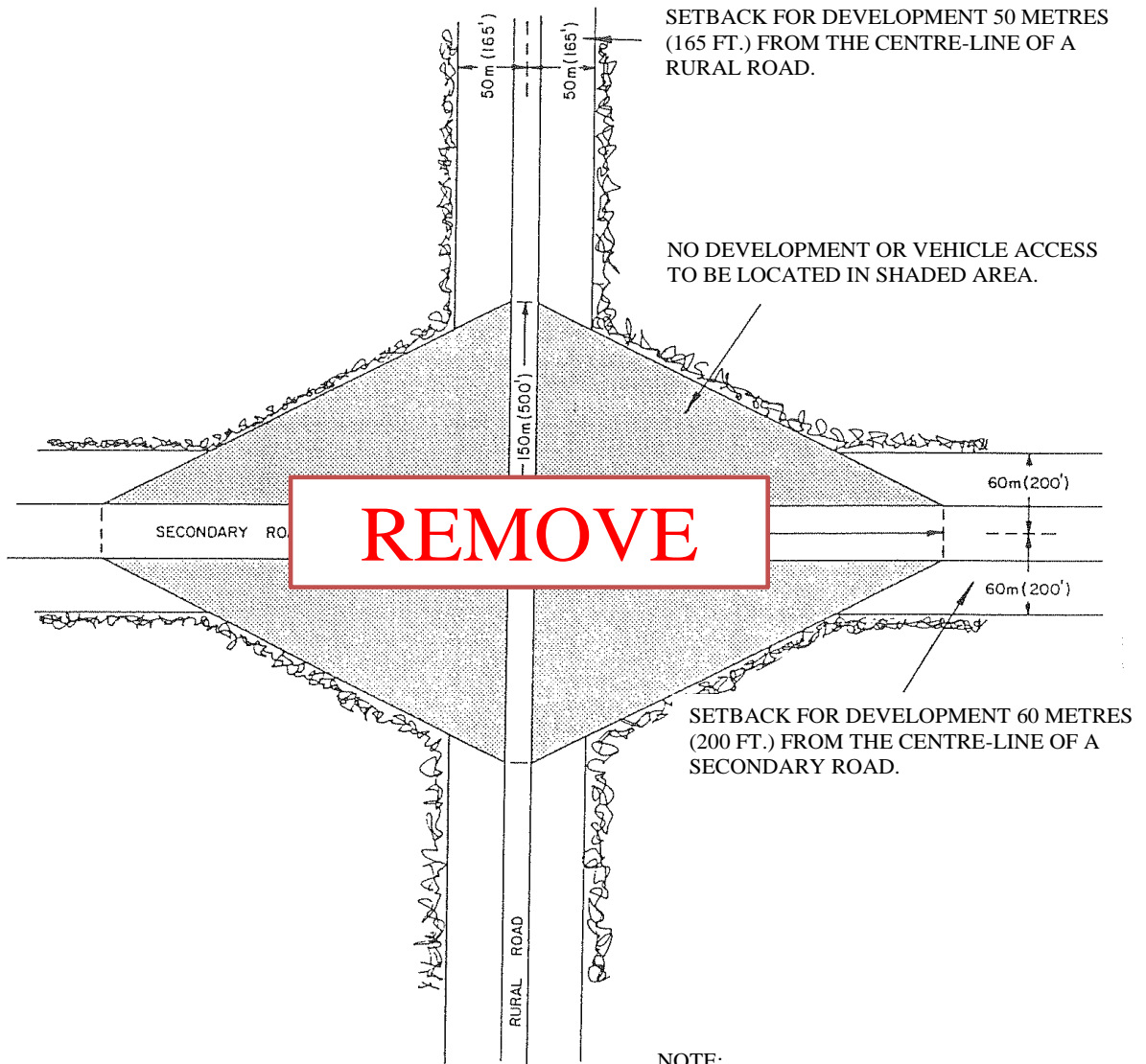


NOTE:
ACCESS TO A PUBLIC ROAD SHALL NOT BE PERMITTED WHERE THE SIGHT DISTANCE IS LESS THAN 150 METRES (500 FT.) IN BOTH DIRECTIONS.

NOTE:
SETBACK DISTANCES APPLY TO ANY PERMANENT BUILDINGS AND, AT INTERSECTIONS, TO FEED STACKS, NEW SHELTERBELTS AND OTHER OBSTRUCTIONS TO VISIBILITY OVER 1 METRE (3 FT.) HIGH.

FIGURE 1

SETBACKS FROM RURAL AND SECONDARY ROADS AND THEIR INTERSECTIONS

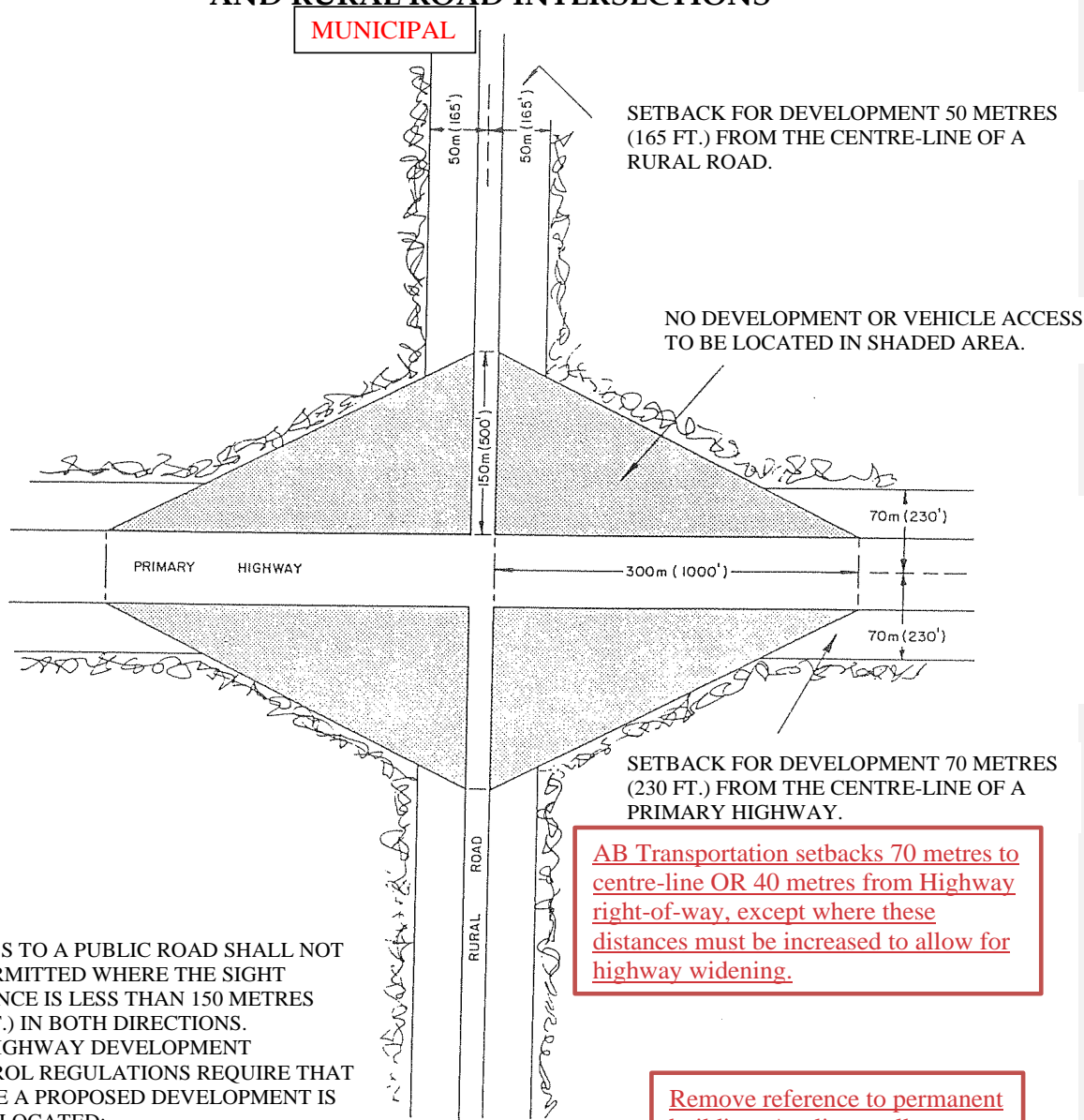


NOTE:
ACCESS TO A PUBLIC ROAD SHALL NOT BE PERMITTED WHERE THE SIGHT DISTANCE IS LESS THAN 150 METRES (500 FT.) IN BOTH DIRECTIONS.

NOTE:
SETBACK DISTANCES APPLY TO ANY PERMANENT BUILDINGS AND, AT INTERSECTIONS, TO FEED STACKS, NEW SHELTERBELTS AND OTHER OBSTRUCTIONS TO VISIBILITY OVER 1 METRE (3 FT.) HIGH.

FIGURE 2

SETBACKS FROM PRIMARY HIGHWAY AND RURAL ROAD INTERSECTIONS



AB Transportation setbacks 70 metres to centre-line OR 40 metres from Highway right-of-way, except where these distances must be increased to allow for highway widening.

Remove reference to permanent building. Applies to all structures.

- NOTE:**
- 1) ACCESS TO A PUBLIC ROAD SHALL NOT BE PERMITTED WHERE THE SIGHT DISTANCE IS LESS THAN 150 METRES (500 FT.) IN BOTH DIRECTIONS.
 - 2) THE HIGHWAY DEVELOPMENT CONTROL REGULATIONS REQUIRE THAT WHERE A PROPOSED DEVELOPMENT IS TO BE LOCATED:
 - A) WITHIN 300 METRES (1,000 FT) OF A HIGHWAY, OR
 - B) WITHIN 800 METRES (1/2 MILE) OF AN INTERSECTION WITH A HIGHWAY,
 A PERMIT SHALL BE OBTAINED FROM ALBERTA TRANSPORTATION.

NOTE:
SETBACK DISTANCES APPLY TO ANY PERMANENT BUILDINGS AND, AT INTERSECTIONS, TO FEED STACKS, NEW SHELTERBELTS AND OTHER OBSTRUCTIONS TO VISIBILITY OVER 1 METRE (3 FT.) HIGH.

FIGURE 3

SETBACKS FROM SECONDARY ROAD INTERSECTIONS

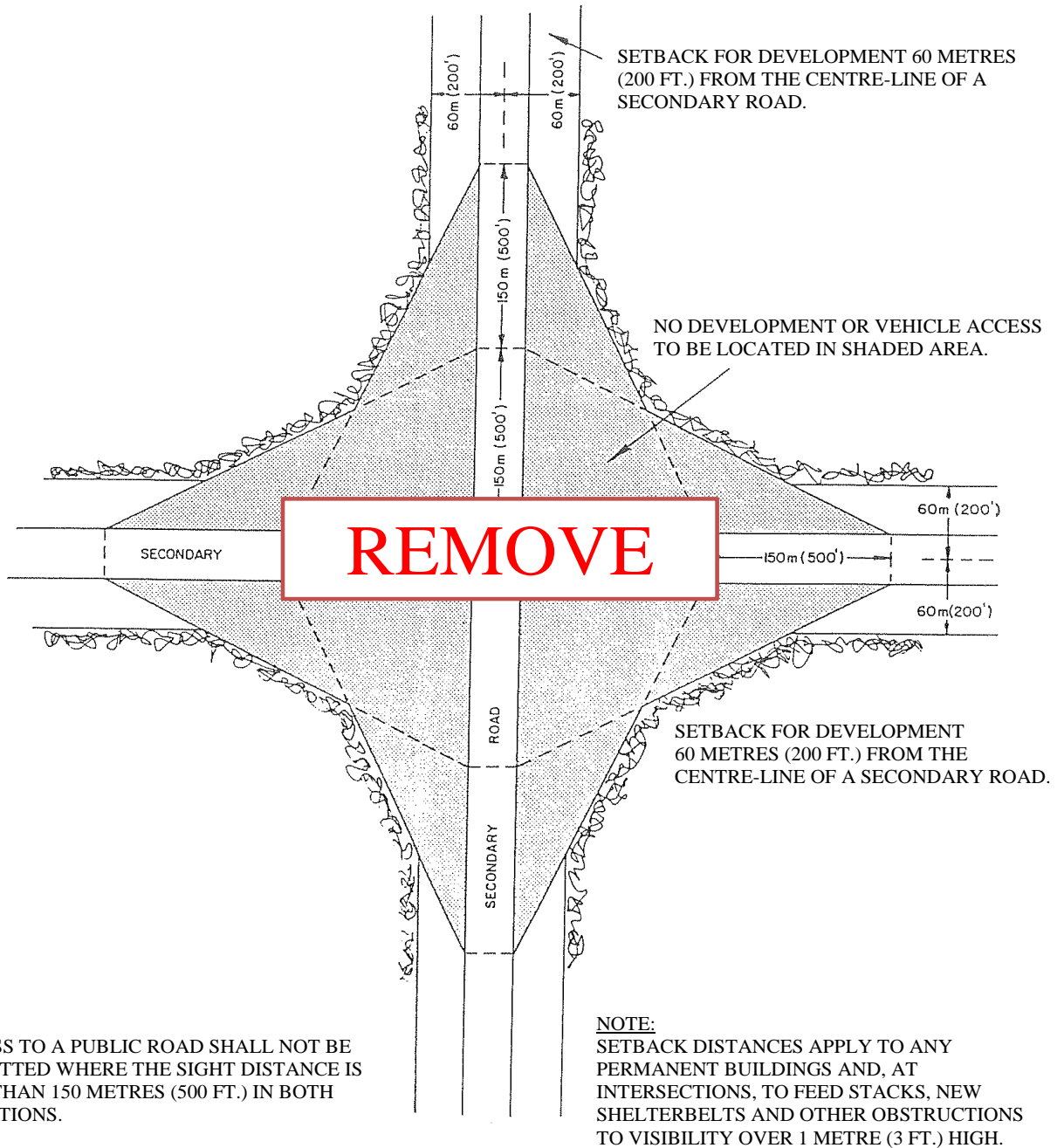
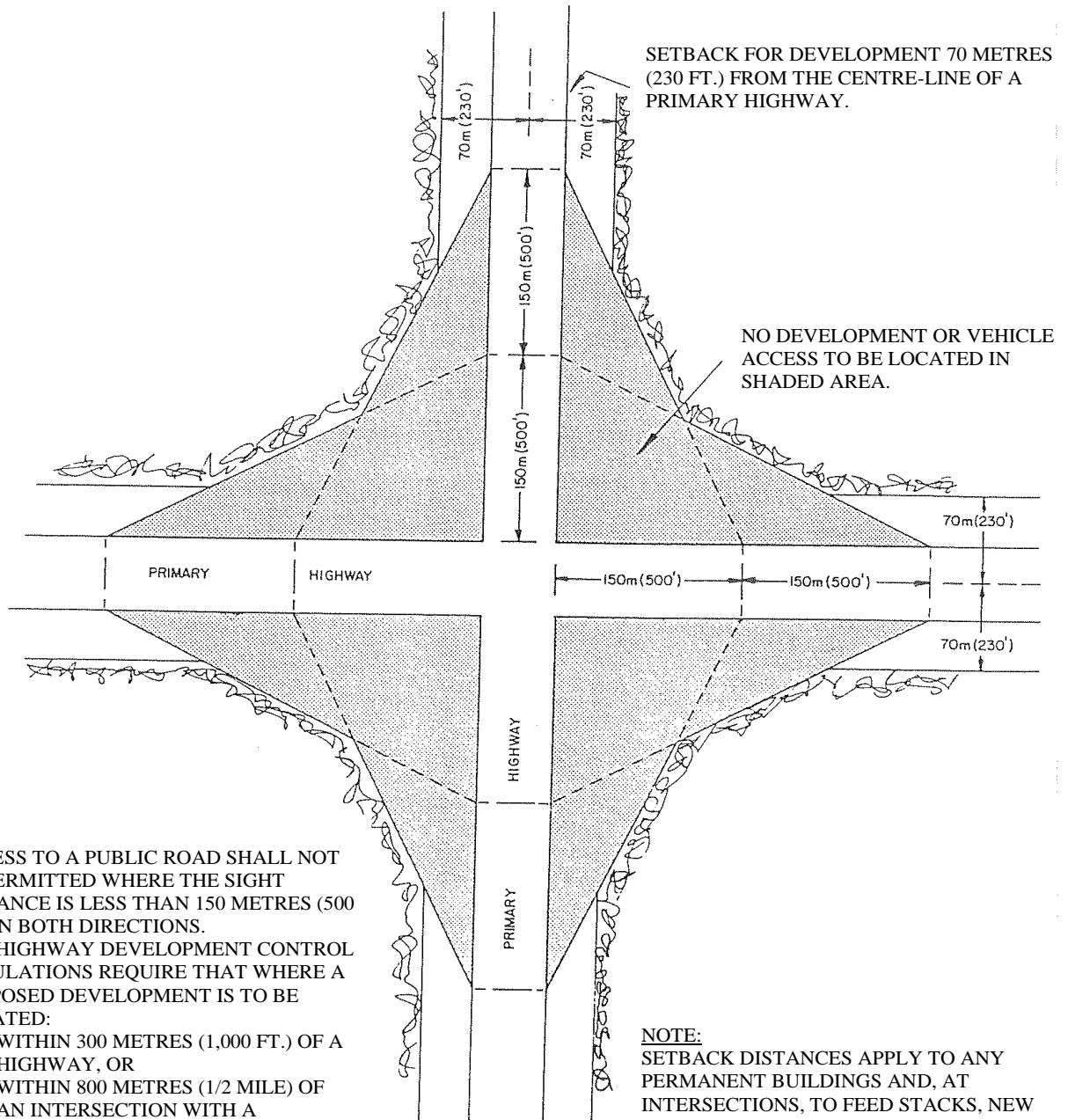


FIGURE 4

SETBACKS FROM PRIMARY HIGHWAY INTERSECTIONS



NOTE:

- 1) ACCESS TO A PUBLIC ROAD SHALL NOT BE PERMITTED WHERE THE SIGHT DISTANCE IS LESS THAN 150 METRES (500 FT.) IN BOTH DIRECTIONS.
- 2) THE HIGHWAY DEVELOPMENT CONTROL REGULATIONS REQUIRE THAT WHERE A PROPOSED DEVELOPMENT IS TO BE LOCATED:
 - A) WITHIN 300 METRES (1,000 FT.) OF A HIGHWAY, OR
 - B) WITHIN 800 METRES (1/2 MILE) OF AN INTERSECTION WITH A HIGHWAY,
 A PERMIT SHALL BE OBTAINED FROM ALBERTA TRANSPORTATION.

NOTE:

SETBACK DISTANCES APPLY TO ANY PERMANENT BUILDINGS AND, AT INTERSECTIONS, TO FEED STACKS, NEW SHELTERBELTS AND OTHER OBSTRUCTIONS TO VISIBILITY OVER 1 METRE (3 FT.) HIGH.

FIGURE 5

SETBACKS FROM PRIMARY HIGHWAY AND SECONDARY ROAD INTERSECTIONS

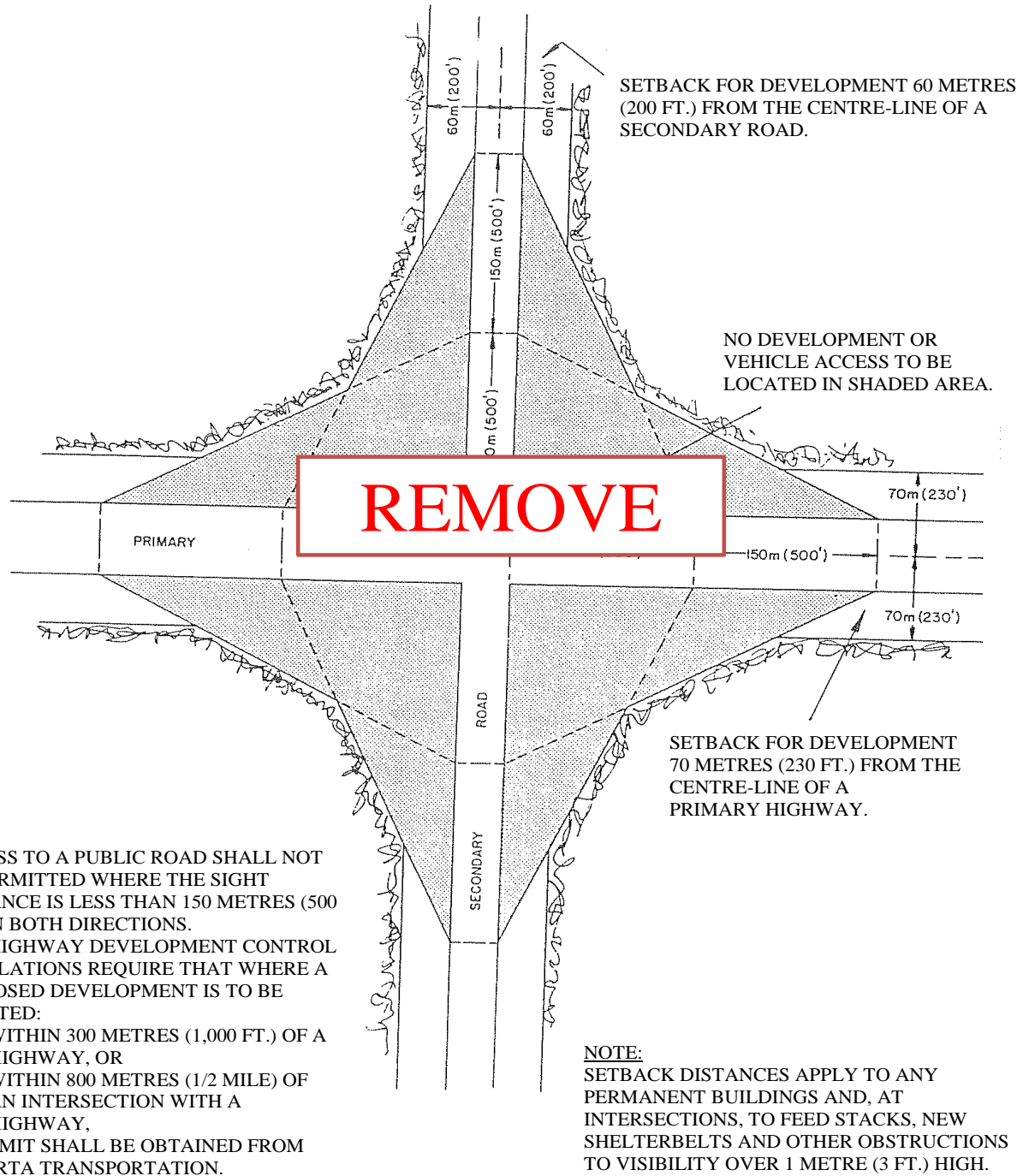
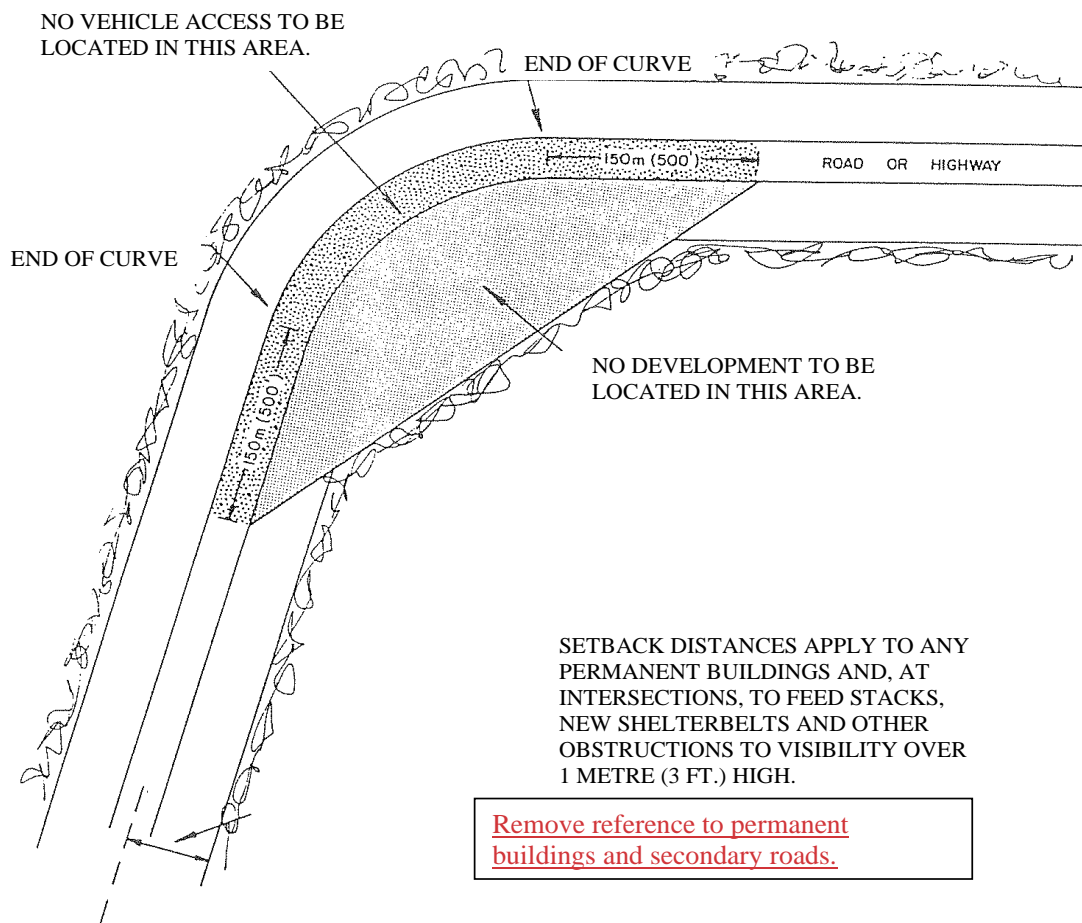


FIGURE 6

SETBACKS FROM ROAD CURVES AND CORNERS



SETBACK FOR DEVELOPMENT:

- 70 METRES (230 FT.) FROM THE CENTRE-LINE OF A PRIMARY HIGHWAY
- 60 METRES (200 FT.) FROM THE CENTRE-LINE OF A SECONDARY ROAD
- 50 METRES (165 FT.) FROM THE CENTRE-LINE OF A RURAL ROAD

FIGURE 7

PART ELEVEN: CONFINED FEEDING OPERATIONS

11.1 Confined Feeding Operations

- (1) Confined feeding operations for which approval, authorization or registration is required pursuant to the Agricultural Operation Practices Act, are regulated by the Natural Resources Conservation Board (NRCB) and are exempt from municipal control under this Bylaw.
- (2) In directing and approving land uses that may be incompatible with a confined feeding operation, Clearwater County shall refer the application to the NRCB to determine the applicable minimum distance separation.

PART TWELVE: AMENDMENT

12.1 Application for Bylaw Amendment

- (1) A person may make application to the Development Officer for an amendment to the Land Use Bylaw. The application shall include:
 - (a) a statement of the nature of the amendment requested;
 - (b) the specific amendments requested;
 - (c) the purpose and reasons for the amendment;
 - (d) if the applicant is not an owner of land affected by the application, the interest in the land of the applicant;
 - (e) if the application is for a change of land use district:
 - (i) a recent copy of the Certificate of Title of the land affected; and
 - (ii) a legal description or a plan showing the location and dimensions of the land requested for redistricting, to the satisfaction of the Development Officer;
 - (f) an application fee, the amount of which shall be determined from time to time by resolution of Council for which a portion, as determined by resolution of Council from time to time, may be returned to the applicant if first reading of the amending bylaw is not passed.
- (2) If the application to amend the Bylaw is for a redesignation of land, the Development Officer may:
 - (a) require the submission of an outline plan for the area to be redesignated to the level of detail specified by the Development Officer; and
 - (b) require payment of a fee equal to the costs by the Municipality to review the proposed redesignation and/or outline plan, or if necessary to prepare an outline plan.
- (3) An application for amendment shall be placed before the Council within 60 days ~~of its receipt~~ **from the date in which it was deemed complete** by the Development Officer.
- (4) Upon receipt of an application for amendment, the Development Officer shall determine when the application will be placed before Council and shall issue not less than 10 days notice to the applicant advising that he may appear before the Council at that time and speak to the application.

12.2 Amending Bylaw Process

- (1) Council may initiate a bylaw to amend the Land Use Bylaw by directing the Development Officer to initiate an amendment thereto.

- (2) Council may, after due consideration of an application for amendment:
 - (a) refuse the application;
 - (b) pass first reading of a bylaw to amend this Bylaw, with or without amendments;
 - (c) defeat first reading of a bylaw to amend this Bylaw; or
 - (d) refer the application to the Development Officer or any other persons for further information, and when the information is received proceed with one of the actions outlined in sub-clauses (a) through (c).
- (3) Following first reading of an amending bylaw, the Council shall establish the date, time and place for a public hearing on the proposed bylaw.
- (4) Notwithstanding subsection 7, if the amendment will not materially affect the Bylaw in principle or in substance, Council may pass an amending Bylaw without holding a public hearing.
- (5) Following first reading of an amending bylaw, the Development Officer shall:
 - (a) arrange for the publication of a notice of the public hearing at least once a week for two consecutive weeks in at least one newspaper circulating in the area such that the publication date of the second issue is not less than five days preceding the date of the hearing; and
 - (b) mail or arrange for delivery, not less than 14 days preceding the date of the hearing, notice to the applicant, if not Council, and if the amending bylaw provides for one or more District designation changes to:
 - (i) owners of land subject to proposed redesignation;
 - (ii) owners of adjacent land;
 - (iii) the Town of Rocky Mountain House in accordance with any policies regarding referral in an intermunicipal development plan or other joint planning agreement;
 - (iv) any other adjacent municipality if the land subject of the redesignation is within 0.8 kilometres (0.5 miles) of the municipality;
 - (v) any other authorities who, in the opinion of the Development Officer, may be affected.
- (6) A notice of the public hearing must contain:
 - (a) a statement of the general purpose of the proposed bylaw;
 - (a) the date, time and place of the public hearing;
 - (b) the address where a copy of the proposed bylaw and any document related thereto or to the public hearing may be inspected.
- (7) In the case of an amendment to change the district designation of a parcel of land, in addition to the requirements of subsection (10), the notice shall also contain:

- (a) the municipal address, if any, and the legal address of the parcel of land; and
 - (b) a map showing the location of the parcel of land.
- (8) In the Public Hearing, Council:
 - (a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw and who has complied with the procedures outlined by Council; and
 - (b) may hear any other person who wishes to make representation and whom the Council agrees to hear.
- (9) After giving consideration to the representation made to it at the public hearing, the Municipal Development Plan and any Intermunicipal Development Plan or other statutory plan affecting the proposed bylaw, and any other matters it considers appropriate, Council may:
 - (a) pass the bylaw;
 - (b) make any amendment to the bylaw it considers necessary and proceed to pass it without further advertisement or hearing;
 - (c) refer the bylaw for further information or comment to any person or authority Council desires to refer the bylaw to; or
 - (d) defeat the bylaw.
- (10) After third reading of an amending bylaw, the Development Officer shall send a copy of the bylaw to:
 - (a) the applicant;
 - (b) the owner(s) of land if not the applicant; and
 - (c) an adjacent municipality if it received notice pursuant to this section.
- (11) In this section, owner means the person shown as the owner of land on the assessment roll prepared pursuant to the Act.
- (12) If an application to amend this Bylaw for a change in a land use designation is refused, the Development Officer may refuse to accept a subsequent application for a change in the land use designation to the same parcel of land until a period of 6 months has expired unless, in the opinion of the Development Officer, the circumstances of the application have changed significantly.
- (13) If the subdivision or development for which land was redesignated does not occur within one year of the date of passage of the bylaw that redesignated the land, Council may initiate a bylaw to redesignate the land back to its former district.
- (14) The Development Officer shall maintain an accurate and up-to-date file of amendments to this Bylaw and, within 30 days of adoption of any amending Bylaw, ensure that such amendment is effected to copies of the Bylaw in regular

usage by councillors, members of committees, employees and advisors of the Municipality.

PART THIRTEEN: LAND USE DISTRICTS

13.1 Establishment of Districts

- (1) For the purpose of this Bylaw, Clearwater County is divided into the following districts:
 - (1) Agriculture District "A"
 - (2) Intensive Agriculture District "IA"
 - (3) Country Residence District "CR"
 - (4) Country Residence Agriculture District "CRA"
 - (5) Recreation Residential District "RR"
 - (6) Residential Estate District "RE"
 - (7) Country Residential Minor Industrial District "CRMI"
 - ~~(5)~~(8) Industrial District "I"
 - ~~(6)~~(9) Light Industrial District "LI"
 - ~~(7)~~(10) Hamlet Commercial District "HC"
 - ~~(8)~~(11) Hamlet Residential District "HR"
 - ~~(9)~~(12) Institutional District "P"
 - ~~(10)~~(13) Recreation Facility District "RF"
 - ~~(11)~~(14) Leisure Residence District "LR"
 - ~~(12)~~(15) Highway Development District "HD"
 - ~~(13)~~(16) Manufactured Home Park District "MHP"
 - ~~(14)~~(17) Public Airport District "PA"
 - ~~(15)~~(1) Forestry District 1 "F1"
 - ~~(16)~~(1) Forestry District 2 "F2"
 - ~~(17)~~(1) Country Residential Minor Industrial District "CRMI"
 - (18) Nordegg Rural Residence District "NRR"
 - (19) Nordegg Tourist Recreation District "NTR"
 - (20) Nordegg Medium Density Housing District "NR-2"
 - (21) Nordegg Leisure Residence District "NLR"
 - (22) Nordegg Low Density Residence District "NLDR"
 - (23) Nordegg Mixed Use Residence / Resort Commercial District "NMUR"
 - (24) Nordegg Public and Institutional "NPI"
 - (25) Nordegg Service Commercial "NSC"
 - (26) Nordegg Industrial District "NI"
 - (27) Saunders Alexo District "SA"
 - (28) Shunda Goldeye District "SG"
 - (29) Bighorn Canyon District "BC"
 - (30) Whitegoat Lakes District "WL"
 - (31) Forestry District 1 "F1"
 - (32) Forestry District 2 "F2"
 - ~~(31)~~(33) Direct Control District "DC"
 - ~~(32)~~(1) Recreation Residential District "RR"
 - ~~(33)~~(1) Residential Estate District "RE"
 - (34) Direct Control District One "DC-1"

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- (2) For each district the purposes, permitted and discretionary uses of land, and district regulations are as established in Section 13.4.
- (3) In each district development may only take place for the permitted and discretionary uses specified in Section 13.4 unless otherwise provided for in Section 3.2 and Section 3.5(3).
- (4) In each district the standard of development shall be greater than the minimum and less than the maximum laid out in Section 13.4 although Section 3.9(1) applies.

13.2 Boundaries

- (1) The boundaries of the districts listed in subsection (1) are as delineated on the Land Use District Map Sheets in Section 15(1) and the District Map Schedules in Section 15(2).
- (2) Where uncertainty exists as to the boundaries of the districts as shown on the District Maps and District Descriptions, the following rules shall apply:
 - (a) a boundary shown as approximately following the boundary of a parcel of land shall be deemed to follow that parcel of land boundary; and
 - (b) a boundary, which does not follow the boundary of a parcel of land, shall be determined by measurements directly from the Land Use District Map; but
 - (c) where there remains uncertainty or disagreement as to the location of the boundary Council, either on its own motion or upon an application being made to Council by any person requesting the determination of the exact location of a boundary, shall fix and determine the portion of the boundary in dispute.
- (3) If an application of the rules in subsection (2) do not satisfactorily determine the exact location of a district, the Municipality, either on its own motion or upon written application being made to it by any person requesting the determination of the exact location of the boundary, shall fix the portion of the district boundary in doubt or dispute.
- (4) The boundaries for those isolated and individual land use districts which are not plotted on maps in Part Fifteen: Land Use District Maps are as registered in the Alberta Land Titles Office.
- (5) All roads and railway lines are excluded from the Land Use Districts established under this Bylaw. However, when a road is closed by bylaw or the change in ownership of a portion of a closed railway line is registered in the Land Titles Office, the land forming the closed road or railway line shall automatically revert to the Agricultural District, except where the title to the land is consolidated with

adjacent land whereby it shall automatically revert to the District for which that adjacent land was already designated.

13.3 Crown Land Transferred to Private Ownership

- (1) If the Province of Alberta or Government of Canada transfers Crown land to private ownership the affected land, unless otherwise designated by the County, shall immediately be deemed to lie within the Agriculture "A" District and not require a formal amendment to this Bylaw provided that the development and/or use of the subject land meets the purpose of the Agricultural "A" District.

13.4 District Regulations

Subsection 13.4(1) through 13.4(31) are the permitted and discretionary land uses and regulations for each land use district.

13.4 (1) AGRICULTURE DISTRICT "A"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AGRICULTURAL LAND USES AND TO CONSERVE GOOD AGRICULTURAL LAND.

A. PERMITTED USES

1. First residence
2. Farming and non-residential farm buildings
3. Second residence on a lot that is 32 hectares (80 acres) or larger

NOTE:

1. In the Agriculture District "A", farming and non-residential farm buildings, are "deemed approved" uses.
2. On a residential parcel in the Agriculture District "A", a minor agricultural pursuit for the exclusive enjoyment of the occupants is a "deemed approved" use.

B. DISCRETIONARY USES

1. Ancillary building or use
2. ~~Bed and breakfast~~
3. Cemetery
4. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television and other communications tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
5. Community hall/centre
6. Drive-in theatre
7. Gravel and sand pit
8. Greenhouse with a floor area of less than 100 square metres (1,100 sq. ft.) or such larger area subject to the discretion of the Development Officer.
9. Guest house
10. Highway maintenance yard
11. Petroleum refining, gas processing or related installations with a total enclosed or developed building or plant space of less than 930 square metres (10,000 sq. ft.)
12. ~~Public utility: landfill, waste transfer and associated facilities, sewage lagoon and other sewage treatment facilities, water treatment plant and associated facilities, public utility building~~
13. Recreation facility: publicly owned
14. Recreation facility or use for a local and/or private clientele or club only and not occupying more than 1 hectare (2.5 acres)
15. ~~Sea containers (sea cans) to a maximum of three~~
16. Tree farm and/or sod farm

C. DISCRETIONARY USES ALLOWED in this District ONLY where incidental or subordinate to the Principal Use of the lands contained in the current Certificate of Title.

1. Second and additional residences on a lot on which all of the requirements of Section 6.6 are satisfied
2. Abattoir
3. Airport or heliport occupying 2 hectares (5 acres) or less
4. Agricultural equipment service and sales
5. Auto-wreckers providing proper screening is employed
6. Dude ranch or vacation farm
7. Equestrian centre ~~Riding or roping and livestock showing stable or arena~~
8. Farm subsidiary business
9. Game farming or game ranching for viewing, tourism or recreational purposes
10. Home occupation
11. Kennel
12. Market gardening
13. Off-parcel drainage works
14. Sawmill or postmill with annual volume of at least 530 cubic metres (1/4 million board feet) of standing timber
- ~~15. Sod farm~~
15. Top soil stripping and sales
16. Tradesperson's business, ~~including contractors for plumbing, heating, electrical carpentry, auto body, mechanical, masonry, excavation, construction, trucking and the like.~~
17. Unoccupied and unserviced manufactured home storage (one only)
18. Veterinary clinic
19. Zoo

D. ACCEPTABLE LOT SIZE

1. Except as provided for in subsections 2, the acceptable lot size is all of the land contained in an existing lot unless otherwise approved by the Development Officer subject to:
 - (a) The new lot being used exclusively for the approved development; and
 - (b) The developer entering into an agreement and/or Letter of Undertaking with the Municipality regarding placing the intended use or development on the proposed lot.
2. Regarding a first residential parcel out of an unsubdivided quarter section or out of the largest agricultural parcel within a previously subdivided quarter section that does not already contain a residential subdivision:
 - (a) Where the first residential parcel would include all or part of an existing farmstead, the parcel size shall not be less than 0.91 hectares (2.25 acres) or exceed a maximum of 2.83 hectares (7 acres) unless a larger parcel is deemed necessary by the Subdivision Authority to encompass existing

residential amenities and facilities, such as shelter belts, wastewater and water services and driveways; and

- (b) Where the first residential parcel would not include the removal of an existing farmstead, the parcel size shall not be less than 0.91 hectares (2.25 acres) or exceed a maximum of 2.02 hectares (5.00 acres) and the provisions of Part 8 of this Bylaw.

E. MINIMUM DEPTH OF FRONT YARD

As required and/or approved pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.

F. MINIMUM WIDTH OF SIDE YARD

15 metres (50 feet) except for a corner site where the side yard shall be determined as though it were a front yard.

G. MINIMUM DEPTH OF REAR YARD

15 metres (50 feet) unless otherwise approved by the Development Officer.

NOTE: Lots created prior to this Bylaw coming into effect and not able to comply with the foregoing shall meet setback limits as determined by the Development Officer.

H. LANDSCAPING

1. In addition to other provisions of this Bylaw, the Development Officer may require landfill sites, gravel and sand pits, sewage facilities and other visually offensive uses to be screened from view with vegetation and/or other screening of a visually pleasing nature.
2. Reclamation to standards acceptable to the Development Officer may be required following abandonment of all or any portion of a gravel or sandpit, sawmill or other land surface disturbing operation.

13.4 (2) INTENSIVE AGRICULTURE DISTRICT "IA"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE INTENSIVE AGRICULTURAL USES ON PARCELS OF LESS THAN 32 HECTARES (80 ACRES).

A. PERMITTED USES

1. Farming and non-residential farm buildings
2. First residence

NOTE: In any "IA" District farming and non-residential farm buildings are "deemed approved".

B. DISCRETIONARY USES

1. Ancillary building or use
2. ~~Bed and breakfast~~
3. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television and other communications tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
4. ~~Equestrian Centre Riding or roping and livestock showing stable or arena~~
5. Greenhouse with a floor area of less than 100 square metres (1,100 sq. ft.) or such larger area subject to the discretion of the Development Officer
6. Guest house
7. ~~Market gardening~~
8. ~~Public utility: landfill, waste transfer and associated facilities, sewage lagoon and other sewage treatment facilities, water treatment plant and associated facilities, public utility building~~
4. ~~Sod farming~~
5. ~~Tree farming or nursery~~
9. Tree farm and/or sod farm
~~Riding or roping and livestock showing stable or arena~~
10. Sea containers (sea cans) to a maximum of three

C. DISCRETIONARY USES allowed in this District ONLY where incidental or subordinate to the principal use of the lands contained in the current CERTIFICATE OF TITLE

1. Second residence and additional on that lot on which all of the requirements of Section 6.6 are satisfied
2. Abattoir
3. Dude ranch or vacation farm
4. Farm subsidiary occupation
5. Home occupation
6. Kennel
7. Off parcel drainage works
8. Sawmill or postmill with an annual volume of at least 530 cubic metres (1/4 million board feet) of standing timber

9. Topsoil stripping for sale
10. Tradesperson's business ~~including contractors for plumbing, heating, electrical, carpentry, masonry, mechanical, autobody, excavation, construction, trucking and the like~~
11. Unoccupied and unserviced manufactured home storage (one only)
12. Veterinary clinic

D. MINIMUM LOT AREA

All of the land contained in an existing lot on which the development exists or is proposed unless otherwise approved by the Development Officer, subject to:

1. The new lot being used exclusively for the approved development; and the new lot having a minimum size of 8.1 hectares (20 acres), and
2. The developer entering into an agreement and/or a Letter of Undertaking with the Municipality regarding placing the intended use or development on the proposed lot.

E. MINIMUM DEPTH OF FRONT YARD

As required and/or approved pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.

F. MINIMUM WIDTH OF SIDE YARD

15 metres (50 feet) except for a corner site where the side yard shall be determined as though it were a front yard.

G. MINIMUM DEPTH OF REAR YARD

15 metres (50 feet) unless otherwise approved by the Development Officer.

NOTE: Lots created prior to this Bylaw coming into effect and not able to comply with the foregoing shall meet setback limits as determined by the Development Officer.

H. LANDSCAPING

1. In addition to other provisions of this Bylaw, the Development Officer may require landfill sites, gravel and sand pits, sewage facilities and other visually offensive uses to be screened from view with vegetation and/or other screening of a visually pleasing nature.
2. Reclamation to standards acceptable to the Development Officer may be required following abandonment of all or any portion of a gravel or sand pit, sawmill or other land surface disturbing operation.

13.4 (3) COUNTRY RESIDENCE DISTRICT "CR"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE TRADITIONAL COUNTRY RESIDENTIAL PARCELS WHILE NOT PERMITTING ANY AGRICULTURAL PURSUITS.

A. PERMITTED USES

1. Detached dwelling
2. Ancillary buildings

B. DISCRETIONARY USES

1. ~~Bed and breakfast~~
2. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.).~~
3. Guest house
4. Home occupation
5. Local community centre or hall
6. Manufactured home in a grouped "CR" subdivision intended for manufactured homes or on an isolated "CR" lot.
7. Minor agricultural uses only as provided for in Section 3.2(1)
8. Playground and/or other outdoor recreation facilities to serve this district
9. Public building or use required to serve this district
10. Residential shop

C. ACCEPTABLE LOT SIZE

1. For residential use, 0.91 to 1.46 hectares (2.25 to 3.6 acres) with a minimum mean lot width of 50 metres (165 feet), unless:
 - (a) an applicable statutory plan or outline plan in accordance with Section 6.2.20 of the Municipal Development Plan provides for a parcel size between 1 to 1.5 hectares (2.5 to 4 acres) with a minimum mean lot width of 50 metres (165 feet), or
 - (b) the parcel was created prior to the adoption of the Municipal Development Plan, 1 to 1.5 hectares (2.5 to 4 acres) with a minimum mean lot width of 50 metres (165 feet).
2. For non-residential uses, the lot size shall be as required by the Development Officer subject to a minimum lot frontage of 30 metres (100 feet).

D. MINIMUM TOTAL FLOOR AREA

1. Detached dwelling: 100 square metres (1,000 sq. ft.) unless otherwise approved by the Development Officer.
2. Manufactured home: 75 square metres (800 sq. ft.) unless otherwise approved by the Development Officer.

E. MINIMUM DEPTH OF FRONT YARD
7.5 metres (25 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.

F. MINIMUM WIDTH OF SIDE YARD
5 metres (15 feet) except for a corner site where the side yard shall be determined as though it were a front yard.

G. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) unless otherwise approved by the Development Officer.

NOTE: Lots created prior to this Bylaw coming into effect and not able to comply with the foregoing shall comply with setbacks as determined by the Development Officer.

H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings, including manufactured homes added to a lot shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site to the satisfaction of the Development Officer.
3. A manufactured home without permanent foundation shall have the undercarriage screened from view so as to complement the appearance of the manufactured home.
4. Ancillary structures and additions shall be designed to complement the main residence.

I. MAXIMUM HEIGHT OF BUILDINGS

Two storeys or 8 metres (26 feet) but ancillary buildings, not more than 5 metres (16 feet).

13.4 (4) COUNTRY RESIDENCE AGRICULTURE DISTRICT "CRA"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE TRADITIONAL COUNTRY RESIDENTIAL AGRICULTURE PARCELS WITH MINOR AGRICULTURAL PURSUITS.

A. PERMITTED USES

1. Detached dwelling
2. Ancillary buildings

NOTE: Minor agricultural pursuits for the exclusive use and enjoyment of the occupants of a lot or for the routine care and upkeep of the lot are "deemed approved" uses.

B. DISCRETIONARY USES

1. **Bed and breakfast**
2. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.).~~
3. Greenhouse with a floor area less than 100 square metres (1,100 sq. ft.) on an isolated "CRA" lot ~~or such larger area subject to the discretion of the Development Officer~~
4. Guest house
5. Home occupation
6. Livestock shelter ancillary to a permitted use
7. Local community centre or hall
8. Manufactured home in a grouped subdivision intended for manufactured homes or on an isolated "CRA" lot
9. Playground or outdoor recreation facility to serve this district
10. Public building or use required to serve this district
11. Tradeperson's business carried out in a building independent of the residence. The business area shall not exceed 75 square metres (800 sq. ft.) and shall not employ assistants who are not part of the immediate household
12. Residential shop

C. ACCEPTABLE LOT SIZE

1. For residential use, 1.46 to 2.02 hectares (3.6 to 5.0 acres) unless:
 - (a) an applicable statutory plan or outline plan in accordance with Section 6.2.6 of the Municipal Development Plan provides for a parcel size between 1.62 to 2.83 hectares (4 to 7 acres) with a minimum mean lot width of 50 metres (165 feet), or
 - (b) if the parcel was created prior to the adoption of the Municipal Development Plan, 1.62 to 2.83 Hectares (4 to 7 acres) with a minimum mean lot width of 50 metres (165 feet).

2. For non-residential uses, the lot size shall be as required by the Development Officer subject to a minimum lot frontage of 30 metres (100 feet).

NOTE: No lot created as a "CR" lot prior to or as a part of this Bylaw coming into effect may be redesignated as a "CRA" lot except as provided for in an area structure plan.

D. MINIMUM TOTAL FLOOR AREA

1. Detached dwelling: 95 square metres (1000 sq. ft.) unless otherwise approved by the Development Officer.
2. Manufactured Home: 75 square metres (800 sq. ft.) unless otherwise approved by the Development Officer.

E. MINIMUM DEPTH OF FRONT YARD

15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~4~~7 of the Supplementary Regulations.

F. MINIMUM WIDTH OF SIDE YARD

7.5 metres (25 feet) except for a corner site where the side yard shall be determined as though it were a front yard.

G. MINIMUM DEPTH OF REAR YARD

7.5 metres (25 feet) unless otherwise approved by the Development Officer.

NOTE: Lots created prior to this Bylaw coming into effect and not able to comply with the foregoing shall comply with setbacks as determined by the Development Officer.

H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings, including manufactured homes added to a lot shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site to the satisfaction of the Development Officer.
3. A manufactured home without permanent foundation shall have the undercarriage screened from view so as to complement the appearance of the manufactured home.
4. Ancillary structures and additions shall be designed to complement the main residence.

I. MAXIMUM HEIGHT OF BUILDINGS

Two storeys or 8 metres (26 feet) but ancillary buildings, not more than 5 metres (16 feet).

13.4 (5) INDUSTRIAL DISTRICT "I"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE INDUSTRIAL OPERATIONS APPROPRIATE FOR RURAL LOCATIONS.

A. PERMITTED USES

1. Farming

B. DISCRETIONARY USES

1. Abattoir
2. Agricultural supply depot
3. Airport and related buildings and facilities
4. Ancillary building and uses
5. ~~Asphaltic mix manufacture~~ Asphalt plant
6. Auction mart, livestock sales yard and related holding pens
7. Auto-wrecking and salvage
8. Cannabis production facility
9. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television, and other communications tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
10. Construction camp (temporary)
11. Electricity generating facility
12. Fertilizer manufacture, storage and sales
13. Grain milling, cleaning, drying and elevator
14. Gravel and sand pit, crushing, screening and washing
15. Heavy industry contractors
16. Industrial equipment storage
17. Manufacturing and processing plants occupying at least 500 square metres (5,500 sq. ft.) of enclosed or developed plant space
18. Mining, quarrying and primary processing of mined products
19. Petroleum refining or gas processing and upgrading plants or related installations
20. Public works garage and maintenance facilities
21. Public utility building or facility required to serve this district
22. Railway trackage and related installations
23. Redi-mix concrete plant
24. Sales secondary to the principal use on a lot.
25. Sea containers (sea cans) to a maximum of three
26. Security ~~or gatekeepers residence / surveillance suite~~
27. Storage, display and sales lot for pre-fabricated buildings and recreation vehicles
28. Tannery or taxidermy
29. Timber and lumber milling and storage
30. Tradesperson's business, ~~including contractors for plumbing, heating, electrical, carpentry, masonry, mechanical, auto body, excavation, construction, trucking and the like~~

31. Veterinary clinic and animal shelter
32. Warehouse

C. MINIMUM LOT SIZE

1 hectare (2.5 acres) unless otherwise approved by the Development Officer.

D. MINIMUM TOTAL FLOOR AREA

185 square metres (2,000 sq. ft.) or as required by the Development Officer except for manufacturing and processing plants.

NOTE: Adding multiples of industrial uses into one building or onto one site are not an accepted means of achieving the minimum floor area.

E. MINIMUM DEPTH OF FRONT YARD

1. 15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.
2. Where there is a service road next to a primary highway, the minimum front yard depth shall be determined by the Development Officer.

F. MINIMUM WIDTH OF SIDE YARD

3 metres (10 feet) except for a corner parcel where the minimum side yard adjacent to a public road shall be determined as though it were a front yard, although Section 6.5 applies.

G. MINIMUM DEPTH OF REAR YARD

7.5 metres (25 feet) unless otherwise approved by the Development Officer.

NOTE:

1. Existing lots which cannot comply with the foregoing and created prior to this Bylaw coming into effect shall meet setback requirements as determined by the Development Officer.
2. An industrial development having characteristics which are offensive due to noise, dust, odor or appearance may be required to locate at a greater distance from any property line than stated in subsections E, F and G, at the discretion of the Development Officer.

H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

New construction only, with the exterior completed using acceptable finishing materials approved by and to the satisfaction of the Development Officer.

I. LANDSCAPING

1. In addition to other provisions of this Bylaw, any approved use may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.

2. Reclamation to standards acceptable to the Development Officer may be required following the abandonment of all or any portion of a gravel or sand pit, sawmill or other land surface disturbing operation.

13.4 (6) LIGHT INDUSTRIAL DISTRICT "LI"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND TO REGULATE SMALL TO MEDIUM SCALE INDUSTRIAL OPERATIONS.

A. PERMITTED USES

1. Farming

B. DISCRETIONARY USES

1. Ancillary buildings and uses
2. Auction mart
3. Auto-wrecking and salvage yard
4. Bulk fuel, oil, fertilizer, feed and chemical storage and sales
5. Cannabis production facility
- ~~6.~~ ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
- ~~7.~~ ~~6.~~ Consignment, rental, sales and storage of industrial/agricultural equipment, vessels, structures, vehicles, tanks and pipe
- ~~8.~~ ~~7.~~ Farm implement dealership
- ~~9.~~ ~~8.~~ Industrial/agricultural fabrication and machining operations
- ~~10.~~ ~~9.~~ Industrial/agricultural trucking and related facilities, including but not limited to storage, warehousing and maintenance and repair
- ~~11.~~ ~~10.~~ Kennels ~~for boarding and breeding~~
- ~~12.~~ ~~11.~~ Maintenance and repair of industrial/agricultural equipment
- ~~13.~~ ~~12.~~ Recycling depot
- ~~14.~~ ~~13.~~ Redi-mix concrete plant
- ~~15.~~ ~~14.~~ Sea containers (sea cans) to a maximum of three
- ~~16.~~ ~~15.~~ Security ~~suite as part of the main building~~ /surveillance suite
- ~~17.~~ ~~16.~~ Temporary work camp
- ~~18.~~ ~~17.~~ Veterinary clinic and animal shelter

C. MINIMUM LOT SIZE

1 hectare (2.5 acres) unless otherwise approved by the Development Officer.

D. MINIMUM TOTAL FLOOR AREA

Ancillary buildings - Suitable and appropriate for the intended use.
All other development - At the discretion of the Development Officer

E. MAXIMUM TOTAL FLOOR AREA

As determined by the Development Officer.

F. MINIMUM DEPTH OF FRONT YARD

15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~4~~7 of the Supplementary Regulations.

Where there is a service road next to a primary highway, the minimum front yard depth shall be determined by the Development Officer.

- G. MINIMUM WIDTH OF SIDE YARD
3 metres (10 feet), except for a corner parcel, where the minimum side yard adjacent to a public road shall be determined as though it were a front yard, although Section 6.5 applies.
- H. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) unless otherwise approved by the Development Officer.
- I. MAXIMUM HEIGHT OF BUILDINGS
As determined by the Development Officer.
- J. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
New construction only, with the exterior completed using acceptable finishing materials approved by and to the satisfaction of the Development Officer.
- K. LANDSCAPING & SCREENING
In addition to any other provisions of this Bylaw, any approved use may be subject to screening of a visually pleasing nature as required by the Development Officer.

13.4 (7) HAMLET COMMERCIAL DISTRICT "HC"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO REGULATE COMMERCIAL DEVELOPMENT WITHIN HAMLETS.

A. PERMITTED USES

1. Bus depot
2. Cold storage facility
3. Gasoline service station
4. Licensed premises
5. Motel/hotel ~~licensed premises~~
6. Pool hall
7. Post office
8. Restaurant, coffee shop or cafe
9. Retail shop or store

B. DISCRETIONARY USES

1. Arcade
2. Automobile sales **and service**
3. Bulk oil and gasoline sales
4. Cannabis retail sales
5. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
6. Community centre/hall
7. Curling rink
8. Dwelling unit ancillary and subordinate to the principal use provided it is incorporated in the same building and the total floor area of the dwelling unit is less than the floor area used for other purposes
9. Fire hall
10. Government office
11. Grain elevator
12. Hockey/ice arena
13. Laundromat
14. Professional office
15. Public utility building or use
16. Storage, display and sales lot
17. ~~Tradesman's~~ Tradesperson's shop
18. Other similar commercial, professional and public or quasi-public buildings or uses approved by the Development Officer

C. MINIMUM LOT AREA

1. 300 square metres (3,500 sq. ft.) with a frontage width of at least 10 metres (35 feet).
2. Where no side yards are required, 225 square metres (25 sq. ft.) with a frontage width of at least 7.5 metres (25 feet).

- D. MINIMUM TOTAL FLOOR AREA
As required by the Development Officer subject to the provision of required off-street parking.
- E. MINIMUM DEPTH OF FRONT YARD
As approved by the Development Officer.
- F. MINIMUM WIDTH OF SIDE YARD
1. As approved by the Development Officer except there shall be no side yard on a side which abuts an adjacent building that is placed directly on its property line.
2. For a corner parcel, the side yard adjacent to a public road shall be determined pursuant to Section 6.5.
- G. MINIMUM DEPTH OF REAR YARD
6 metres (20 feet) unless otherwise approved by the Development Officer.
- H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
New construction only, with the exterior completed using acceptable finishing materials approved by and to the satisfaction of the Development Officer.
- I. LANDSCAPING
Development approval may be made subject to landscaping to a standard acceptable to the Development Officer.
- J. OFF-STREET PARKING
As stated in this Bylaw unless otherwise approved by the Development Officer.

13.4 (8) HAMLET RESIDENTIAL DISTRICT "HR"

THE PURPOSE OF THIS DISTRICT IS TO PERMIT AND REGULATE RESIDENTIAL DEVELOPMENT WITHIN HAMLETS.

A. PERMITTED USES

1. Detached dwelling, except on public land
2. Ancillary buildings

B. DISCRETIONARY USES

1. Boarding or lodging house
2. Child care facility
- ~~3. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
- ~~4.3.~~ Community hall or club
- ~~5.4.~~ Duplex
- ~~6.5.~~ Home occupation
- ~~7.6.~~ Manufactured home
- ~~8.7.~~ Multiple housing: apartment, fourplex, townhouse, rowhouse
- ~~9.8.~~ Park and/or public open space
- ~~10.9.~~ Playground and/or other outdoor recreation uses
- ~~11.10.~~ Public or quasi-public use
- ~~12.11.~~ Social care facility

C. MINIMUM LOT AREA

1. For detached dwellings or manufactured homes on lots that:
 - (a) are not served by a communal wastewater system and not by a communal water distribution system, an area of at least 1,850 square metres (19,915 sq. ft.) with a width of at least 30 metres (100 feet);
 - (b) are served by a communal water distribution system but not a communal wastewater system, an area of at least 1,400 square metres (15,070 sq. ft.) with a width of at least 30 metres (100 feet);
 - (c) are served by a communal wastewater system but not a communal water distribution system, an area of at least 930 square metres (10,000 sq. ft.) with a width of at least 30 metres (100 feet);
 - (d) are served by a communal wastewater system and a communal water distribution system, an area of at least 465 square metres (5,000 sq. ft.) with a width of at least 12.2 metres (40 feet).
2. A lot intended to be used as a site for townhouse or rowhouse dwelling units must be served by a communal wastewater system and a communal water distribution system and have sufficient size to accommodate a dwelling unit not less than 6 metres (20 feet) wide, and a yard that will provide:
 - (a) for each end unit, an area of at least 275 square metres (3,000 sq. ft.) and a depth of at least 30 metres (100 feet);
 - (b) for each internal unit, an area of at least 185 square metres (2,000 sq. ft.) and a depth of at least 30 metres (100 feet).

3. A lot intended to be used for a multiple dwelling unit building must be served by a communal wastewater system and have an area that is at least 1.3 times the total floor area of the building and:
 - a) meet setbacks as specified below; and
 - b) supply at least 1.5 off-street parking stalls per dwelling unit, none of which may be in the front yard.
4. For all other uses, the minimum lot size is as required by the Development Officer subject to the width being at least 7.5 metres (25 feet).

NOTE: Existing lots which cannot comply with the foregoing and created prior to this Bylaw coming into effect are not subject to the foregoing, but are subject to all other limits stated under this section.

D. MINIMUM GROUND FLOOR AREA FOR RESIDENTIAL UNITS

1. 75 square metres (800 sq. ft.) on all lots 15 metres (50 feet) wide
2. 55 square metres (600 sq. ft.) on lots less than 15 metres (50 feet) wide except manufactured homes on lots 7.5 metres (25 feet) wide which shall be as approved by the Development Officer.

E. MINIMUM DEPTH OF FRONT YARD

7.5 metres (25 feet) unless otherwise approved by the Development Officer.

F. MINIMUM WIDTH OF SIDE YARD

1.5 metres (5 feet) except in the case of a corner site where the side yard adjacent to a public road shall be determined pursuant to Section 6.5.

G. MINIMUM DEPTH OF REAR YARD

1.5 metres (5 feet) except in the case of a corner site where the side yard adjacent to a public road shall be determined pursuant to Section 6.5.

H. MAXIMUM HEIGHT OF BUILDINGS

Two storeys or 8 metres (26 feet) but ancillary buildings not more than 5 metres (16 feet)

I. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings, including manufactured homes added to a lot shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards to the satisfaction of the Development Officer.
3. A manufactured home without permanent foundation shall have the undercarriage screened from view so as to complement the appearance of the manufactured home.
4. Ancillary structures and additions shall be designed so as to complement the main residence.

13.4 (9) INSTITUTIONAL DISTRICT "P"

THE PURPOSE OF THIS DISTRICT IS TO PERMIT AND REGULATE THE DEVELOPMENT OF PRIVATE OR PUBLIC FACILITIES INTENDED TO PROVIDE CULTURAL, SOCIAL, RELIGIOUS, EDUCATIONAL OR REHABILITATIVE SERVICES.

A. PERMITTED USES

1. Farming, except intensive agriculture

B. DISCRETIONARY USES

1. Arts or culture centre
2. Buildings for cooking, dining, assembly, crafts and recreation
3. Cemetery
4. Child care facility
5. Church, without manse within hamlets
6. Church, with or without one attached manse outside of hamlets
7. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
8. Correction, detention or remand facilities
9. Detached manse associated with a church on the same lot
10. Guest and patron lodge or cabins associated with a permitted use
11. Institutional, religious or private youth camp, retreat or outdoor education facility
12. Keeping of livestock for use in association with a permitted use including shelters and enclosures for the same
13. Museum
14. Private campground facilities for parking holiday trailers/recreation vehicles occupied by guests or temporary staff involved with a permitted use for periods of 30 days or less
15. Public or private open space
16. Public or quasi-public building in character with one or more of the approved uses
17. School or college whether public or private
18. Single family residence if ancillary to the principal use
19. Social care facility
20. Other ancillary buildings and/or uses

C. ALLOWABLE LOT AREA

1 to 4 hectares (2.5 to 10 acres), unless otherwise approved by the Development Officer except in hamlets where lots shall be at least 300 square metres (3,500 sq. ft.) and have a frontage width of at least 10 metres (35 feet).

D. MINIMUM TOTAL FLOOR AREA

As required by the Development Officer.

- E. MINIMUM DEPTH OF FRONT YARD
 15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.
 NOTE: Existing lots which cannot comply with the foregoing and created prior to this Bylaw coming into effect shall meet setback requirements as determined by the Development Officer.
- F. MINIMUM WIDTH OF SIDE YARD
 3 metres (10 feet) except in the case of a corner site where the side yard adjacent to a public road may be determined pursuant to Section 6.5.
- G. MINIMUM DEPTH OF REAR YARD
 7.5 metres (25 feet) unless otherwise approved by the Development Officer.
- H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
 2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall, where reasonable, complement the natural features of the site to the satisfaction of the Development Officer.
 3. Ancillary structures and additions shall be designed to complement the main building.
- I. MAXIMUM ALLOWABLE DENSITY
 As approved by the Development Officer.
- J. OFF-STREET PARKING
 As stated in this Bylaw unless otherwise approved by the Development Officer.
- K. LANDSCAPING
1. Approval to develop may be made subject to the Development Officer accepting a landscaping plan.
 2. The Development Officer may require measures to retain natural vegetation and to protect sensitive soils on the site.
 3. Any development may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.
 4. Where two or more buildings are located on a lot, the separation of distances between them may be at the discretion of the Development Officer.
 5. For any developed area, the minimum surface area that may be retained free of buildings, roads, parking lots and other fixed roof or hard surface installations shall be 65% of the total lot, unless otherwise approved by the Development Officer.

13.4 (10) RECREATION FACILITY DISTRICT "RF"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE THE DEVELOPMENT OF MAJOR OR INTENSIVE RECREATIONAL BUILDINGS AND USES

A. PERMITTED USES

- ~~1. Equestrian centre and other riding facilities, including trails, stables and enclosures for horses and tack~~
2. Farming, except intensive agriculture
3. Picnic grounds
4. Playground
5. Natural or landscaped open space
- ~~6. Skiing (cross country) development~~
6. Sports field

B. DISCRETIONARY USES

1. Amusement park
2. Ancillary buildings and uses
3. Arts and crafts centre
4. Clubhouse
5. Commercial guest cabins ~~either with attached or detached bathroom and kitchen facilities~~
6. Commercial guest lodge ~~having one or more buildings either with attached or detached bathroom and kitchen facilities~~
7. Convenience or confection store to serve the principal use
- ~~8. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.).~~
- ~~8. Downhill ski facility~~
9. Dude ranch or vacation farm
10. Equestrian centre
10. Exhibition grounds
11. Food concession
12. Game or wild animal park for viewing and tourism purposes only
13. Golf course and/or driving range
14. Holiday trailer/recreation vehicle park or campground ~~approved specifically as being a commercial, condominium, public or time shared facility~~
15. Hostel ~~having one or more buildings either with attached or detached bathroom and kitchen facilities~~
16. Integrated recreation/tourist resort
17. Intensive recreation facility and/or use appropriate in a rural area
18. Marina and associated facilities
19. Miniature golf and/or go-cart track
- ~~20. Motor cross, BMC and stockcar tracks~~

- ~~21. Off road vehicle area and trails development~~
- 20. Open air skating rink
- 21. Outdoor theatre
- 22. **Outdoor recreation/tourism operations**
- 23. Pro-shop if ancillary to a principal use of land or buildings
- 24. Public utility building to serve this district
- 25. Public washrooms to serve this district
- 26. Recreation equipment rental and sales associated with principal use
- 27. Recreation equipment storage facilities
- 28. ~~Security /surveillance suite Residence for manager or custodian, if ancillary to the principal use or building~~
- 29. Residence of a temporary and portable type ancillary to an approved concession and not to exceed 30 square metres (300 sq. ft.)
- 30. Restaurant and/or beverage lounge ancillary to a principal use
- ~~32. Riding and equestrian facility~~
- 31. Rifle range
- ~~32. Sewage lagoon and treatment to serve this district~~
- 33. Shower and laundry facility
- 34. Skeet and trap facility
- 35. Swimming pool if ancillary to a principal use
- 36. Tennis court if ancillary to a principal use
- 37. Waterslide
- 38. Zoo
- ~~39. Other recreation structures, facilities and uses similar in type or function to a named permitted or discretionary use in this district and appropriate in a rural area~~

C. MINIMUM LOT AREA

As required by the Development Officer, but not less than 1 hectare (2.5 acres).

D. MINIMUM TOTAL FLOOR AREA

- 1. 35 square metres (350 sq. ft.) for a detached guest cabin without kitchenette.
- 2. 40 square metres (430 sq. ft.) for a detached guest cabin with kitchenette and otherwise as required by the Development Officer.

E. MAXIMUM TOTAL FLOOR AREA

For public utility building: as required by the Development Officer, but not in excess of 75 square metres (800 sq. ft.). For a detached guest cabins: as required by the Development Officer, but not in excess of 85 square metres (900 sq. ft.).

F. MINIMUM DEPTH OF FRONT YARD

15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~4~~7 of the Supplementary Regulations.

G. MINIMUM WIDTH OF SIDE YARD
3 metres (10 feet) except for a corner parcel where the minimum side yard adjacent to a public road shall be determined as though it were a front yard.

H. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) unless otherwise approved by the Development Officer.

NOTE: Existing lots which cannot comply with the foregoing and created prior to this Bylaw coming into effect shall meet setback requirements as determined by the Development Officer.

I. MAXIMUM HEIGHT OF BUILDINGS
Two storeys or 8 metres (26 feet) unless otherwise approved by the Development Officer.

J. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All permanent buildings and structures added to a lot shall be of new construction unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site to the satisfaction of the Development Officer.
3. Ancillary structures and additions shall be designed to complement the main building.
4. No basements are permitted for detached guest cabin.
5. Common sewage and water systems may be required for commercial and guest cabins and lodges at the discretion of the Development Officer.

K. LANDSCAPING

1. Approval to develop may be made subject to the Development Officer accepting a landscaping plan.
2. The Development Officer may require measures to retain natural vegetation and to protect sensitive soils on the site.
3. Any development may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.
4. Where two or more buildings are located on a lot, the separation distances between them may be at the discretion of the Development Officer.
5. For any developed area, the minimum surface area that may be retained free of buildings, roads, parking lots and other fixed roof or hard surface installations shall be 60% unless otherwise approved by the Development Officer.

L. MAXIMUM ALLOWABLE DENSITY

1. The maximum number of public campsites that may be provided for tents, holiday trailers and recreation vehicles in a holiday trailer/recreation vehicle park shall be 20 sites per hectare (8 sites per acre). If more than 4 hectares (10 acres) are developed as a holiday trailer park, the maximum density shall be reduced to 17 sites per hectare (7 sites per acre). If a holiday trailer park has communal utility services, the density may be increased at the discretion of the Development Officer except 60% of the immediate site area shall remain in vegetated cover.
2. Each site intended to accommodate a single tent, holiday trailer or recreation vehicle shall be a minimum of 300 square metres (3,200 sq. ft.) and have a minimum width of 10 metres (33 feet). Where 2 or more tents, holiday trailers and/or recreation vehicles are intended to be accommodated together, the size of the site shall be increased by at least 50 square metres (500 sq. ft.) per additional unit.
3. Detached cabins for the accommodation of guests and clients shall not exceed 15 per hectare (6 per acre) unless otherwise approved by the Development Officer, but the site for each cabin shall be at least 300 square metres (3,200 sq. ft.) and a minimum width of 12 metres (40 feet). Where a detached guest cabin development is served by a piped sewer collection and/or water distribution system, the density will be as approved by the Development Officer although subsection K (5) above applies.

M. OFF STREET PARKING

As stated in this Bylaw except:

1. for any sports facility, one space for each pair of potential participants and one space for each four spectator seats;
2. for any multi-unit facility used for the overnight accommodation of guests or clients, one space for each bedroom or one space for each two potential overnight guests or clients, whichever is greater.

~~N. PERIOD OF OCCUPANCY~~

- ~~1. For a hostel, guest lodge, cabin or holiday trailer/recreation vehicle park the maximum period of occupancy shall be 21 consecutive days for vacation/recreation use only.~~

13.4 (11) LEISURE RESIDENCE DISTRICT "LR"

THE PURPOSE OF THIS DISTRICT IS TO PERMIT DEVELOPMENT OF PRIVATE, LEISURE RESIDENCES FOR LEISURE TIME USE/NON-CONTINUOUS OCCUPANCY.

A. PERMITTED USES

1. Leisure residence
2. Carport
3. Sundeck
4. Tool/wood shed

B. DISCRETIONARY USES

1. Ancillary uses and buildings
2. Removal of trees larger than 7.5 centimetres (3 inches) in diameter
3. Public utility building to serve this district
4. Public or private park or playground
5. Boathouse and dock
6. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq.-ft.)~~
7. Condominiumized clustered leisure/recreation accommodation (private, commercial, time-shared or multiple interest in title)
8. Condominiumized holiday trailer/recreation vehicle park
9. Holiday trailer/recreation vehicle park complex on a parcel with multiple interests in title and time-shared or exclusive use provisions
10. Hot tub/sauna

C. PERMITTED LOT AREA AND DENSITY

1. For a grouped shoreland leisure residential subdivision there shall be a minimum of 0.2 hectares (0.5 acres) of land with a minimum frontage of 10 metres (33 feet) and an average width of not less than 25 metres (80 feet) for each residential lot.
2. There shall be 1 to 2 hectares (2.5 to 5 acres) of land with a minimum frontage of 30 metres (100 feet) and an average width of not less than 50 metres (165 feet) for each subdivided lot intended for a detached dwelling.
3. In addition to common property and/or public land that is allocated, there shall be 1 to 2 hectares (2.5 acres) of land with a frontage of at least 30 metres (100 feet) for each exclusive use site in a condominiumized bare land detached leisure residence development.
4. In addition to common property and/or public land that is allocated, there shall be 1 to 2 hectares (2.5 acres) of land with a frontage of at least 30 metres (100 feet) for each exclusive use site, in a development intended to accommodate holiday trailers/recreation vehicles on large, dispersed lots created by subdivision, condominium or multiple interest in title.

5. For a public utility building the lot area shall be as required by the Development Officer.
6. The maximum number of dispersed building sites or lots which may be created in a leisure residence complex is 1 for each 2.5 hectares (6.25 acres) of land in the original parcel affected by the development (25 lots per quarter section).
7. Where it is intended that an attached or clustered leisure residence complex or a holiday trailer/recreation vehicle park complex is to be developed as a bare land condominium, or where a holiday trailer/recreation vehicle park is to be developed on a parcel having multiple interests in title, not more than 4 hectares (10 acres) may be developed in any quarter section. A total of not more than 50 leisure residence units or 80 holiday trailer/recreation vehicle sites may be developed in any quarter section. On a smaller parcel the number shall be proportionately less (6.25% of the total area or 0.75 attached or clustered units per hectare (2.5 acres) of land in the total parcel or 1.25 holiday trailers/ recreation vehicles per hectare (2.5 acres) of land in the total parcel).
8. Where some combination of attached, detached and holiday trailer park development is intended on lands to be developed as a bare land condominium or having multiple interests in title, the total maximum number of units shall be reduced by two attached units or four RV units or equivalent proportions of the two for every detached unit included.
9. Not less than five units shall be approved in any attached leisure residence or holiday trailer/recreation vehicle park complex developed as a bare land condominium or having multiple interests in title.

D. MAXIMUM FLOOR AREA

For leisure residence:

1. 85 square metres (900 sq. ft.) main floor;
2. 90 square metres (1,000 sq. ft.) total if two floors.

For attached leisure residence units:

1. as approved by the Development Officer to a maximum of 85 square metres (900 sq. ft.).

E. MINIMUM FLOOR AREA

35 square metres (375 sq. ft.) for leisure residence.

F. MINIMUM DEPTH OF FRONT YARD

7.5 metres (25 feet) for a shoreland leisure residence subdivision and otherwise 15 metres (50 feet) on an internal road or as required pursuant to Section 10.3 and Figures 1 to 47 of the Supplementary Regulations.

G. MINIMUM DEPTH OF REAR YARD

7.5 metres (25 feet) unless otherwise approved by the MPC.

- H. MINIMUM WIDTH OF SIDE YARD
1.5 metres (5 feet) for a shoreland leisure residence subdivision and otherwise 3.0 metres (10 feet) In the case of a corner site the width of the side yard adjacent to a public road shall be determined as though it were a front yard.
- I. MAXIMUM BUILDING HEIGHT
Two stories or 9 metres (30 feet). Ancillary buildings no greater than 5 metres (16 feet).
- J. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
1. All permanent structures added to a lot shall be of new construction.
2. The architecture, construction materials and appearance of buildings shall complement the natural features and character of the site.
3. Basements are not permitted in this district.
4. Common water distribution and sewage collection systems are required for a leisure residence complex consisting of attached dwelling units in this district.
5. For a holiday trailer/recreation vehicle park complex in this district, a common sewage system serving each site shall be installed or else a pump-out sewage dumping facility shall be installed to serve the development at the discretion of the Development Officer. The density of development shall be reduced from 80 to 50 for a quarter section parcel if a pump-out sewage dumping facility is installed.
- K. LANDSCAPING
1. Removal of trees greater than 7.5 centimetres (3 inches) in diameter and landscaping, other than to accommodate the principal building and access, requires a development permit.
2. No fences, concrete walkways or hard surface driveways are permitted in front yards.
- L. OBJECTS RESTRICTED ON YARDS
Not more than one dog over six months old is permitted in respect to any accommodation unit.
- ~~M. PERIOD OF OCCUPANCY
Not to exceed 60 consecutive or 150 total days per year.~~

13.4 (12) HIGHWAY DEVELOPMENT DISTRICT "HD"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO REGULATE DEVELOPMENT ADJACENT TO PUBLIC ROADS.

A. PERMITTED USES

1. Farming

B. DISCRETIONARY USES

1. Ancillary buildings and uses
2. Cannabis retail sales
3. Commercial holiday trailer/recreation vehicle park or campground to serve the short stay needs of motorists rather than as destination sites for tourists
4. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
5. Government weigh scales
6. Greenhouse with a floor area of less than 100 square metres (1,100 sq. ft.) ~~or such larger area subject to the discretion of the Development Officer~~
4. Highway maintenance building and equipment storage
5. Recreation facilities which, in the opinion of the Development Officer, provide appropriate services to motorists
6. Roadside rest stops and information kiosk
7. ~~Sea containers (sea cans) to a maximum of three~~
8. Service station, cafe, drive-in restaurant, motel and other commercial uses which, in the opinion of the Development Officer, provide appropriate services to motorists
9. Signs, where approved by Alberta Transportation or the Director of Public Works, as the case may be
10. Storage, display and sales lot for pre-fabricated buildings and recreation vehicles
11. ~~Security/surveillance suite Residence for security purposes if ancillary to an approved use~~

C. MINIMUM LOT AREA

As approved by the Development Officer.

D. MINIMUM DEPTH OF FRONT YARDS

1. As required and/or approved pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.
2. As required by the Development Officer or Alberta Transportation, as the case may be, when adjacent to a service road which is adjacent to a public road.

- E. MINIMUM WIDTH OF SIDE YARD
3 metres (10 feet) except for a corner parcel where the minimum side yard adjacent to a public road shall be determined as though it were a front yard.
- F. MINIMUM DEPTH OF REAR YARD
As required by the Development Officer.
- G. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
New construction only, with the exterior completed using acceptable finishing materials approved by and to the satisfaction of the Development Officer.
- H. LANDSCAPING
 - 1. Fencing or screening with vegetation, earth berm or some other form of vision and sound barrier may be required.
 - 2. Approval to develop may be made subject to the Development Officer accepting a landscaping plan.

13.4 (13) MANUFACTURED HOME PARK DISTRICT "MHP"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO PERMIT AND CONTROL MANUFACTURED HOME PARK DEVELOPMENT.

A. PERMITTED USES

1. Manufactured home park
2. Manufactured home park office
3. Common unroofed equipment storage yard
4. Playground
5. Public utility building to serve the manufactured home park

B. DISCRETIONARY USES

1. Ancillary buildings
2. Common laundry facilities
3. Common indoor storage buildings
4. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
5. Community centre to serve this district
6. Convenience store not larger than 75 square metres (800 sq. ft.)
7. Home occupation
8. Security / surveillance suite ~~One detached dwelling for occupancy by the owner/manager of the park~~

C. MAXIMUM DENSITY

15 manufactured homes per hectare (6 per acre).

D. MINIMUM SIZE

2 hectares (5 acres) and 10 lots or such lesser amounts as required by the Development Officer.

E. MANUFACTURED HOME LOT SIZE

1. Lots designated for singlewide manufactured homes shall have a minimum area of 450 square metres (4,800 sq. ft.) and a minimum mean width of 15 metres (50 feet).
2. Lots designated for doublewide manufactured homes shall have a minimum area of 600 square metres (6,500 sq. ft.) and a minimum mean width of 20 metres (65 feet).
3. All manufactured home lots shall have a minimum frontage of 7.5 metres (25 feet) and a minimum depth of 30 metres (100 feet).

F. YARD REQUIREMENTS

1. The front yard of the manufactured home park shall be such that no building or structure other than a fence is less than 7.5 metres (25 feet) from an internal

roadway and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.

2. The side and rear yards shall be such that no building or structure other than a fence is less than 3 metres (10 feet) from the property line of the manufactured home park.
3. Individual Lots:
 - (a) Front Yards: 4 metres (13 feet) from an internal roadway;
 - (b) Side Yards:
 - (i) each manufactured home shall be located to achieve a 5 metre (16 feet) side yard separation from another manufactured home and, except in an area designated as a “zero setback” site, no portion of a manufactured home or permanent building shall be closer than 1.5 metres (5 feet) from a side lot line;
 - (ii) in an area designated as a “zero setback” site, the manufactured home shall be located as stated above except no side yard is permitted on the “back” side of the manufactured home;
 - (iii) manufactured homes, including attached structures, shall be at least 15 metres (50 feet) from any manufactured homes or other permanent structures located on the opposite side of a street or road;
 - (c) Rear Yards: 1.5 metres (5 feet).
4. Where a detached dwelling is placed in a manufactured home park for the owner/manager to reside in, yard requirements shall be determined as set out in the “HR” District.

G. SITE COVERAGE

1. The manufactured home plus any attached and ancillary buildings on a manufactured home lot shall not cover more than 40% of the lot.
2. A minimum of 10% of the gross park area shall be set aside for common recreational open space and no alternate development or use may be located on this open space. Any recreational open space shall occupy an area of at least 30 metres (100 feet) square.

H. STORAGE

1. A common, unroofed offsite equipment storage yard for vehicles and other items that cannot be stored on a manufactured home lot or street shall be provided at no less than 20 square metres (200 sq. ft.) of storage area per manufactured home lot in the manufactured home park.
2. An equipment storage yard shall be enclosed or screened by vegetation, landscape features or fences as approved by the Development Officer.

I. OFF-STREET PARKING

1. Two parking stalls shall be provided for each manufactured home lot.
2. One common guest parking stall shall be provided for every 5 manufactured home lots.

3. No vehicle over 4500 kilograms (10,000 lbs.) may be parked on a manufactured home lot or park street for longer than is reasonably required to load or unload goods.
4. No vehicle greater than 6 metres (20 feet) long may be parked on a manufactured home lot or park street for longer than is reasonably required to load or unload goods, except as provided in subsection 5.
5. ~~One holiday trailer/recreation vehicle may be parked on a manufactured home lot for not longer than 21 consecutive days or for a total of 30 days in any year.~~

J. UTILITIES

1. All utility lines shall be placed underground unless otherwise stipulated in a development agreement.
2. Manufactured home parks shall be fully serviced with approved common water distribution and sewerage gathering systems.
3. The utility lines serving the manufactured home park shall be connected to the utility system in the adjacent urban area or hamlet or designed to achieve future linkage.

NOTE: A manufactured home park established prior to this Bylaw coming into effect may be served by private water treatment and sewage treatment facilities, but Provincial standards shall be maintained.

K. DESIGN, CHARACTER AND APPEARANCE

1. All permanent buildings added to the park shall be of new construction with the exterior completed using acceptable building materials approved by and to the satisfaction of the Development Officer.
2. Ancillary structures, additions and skirting shall be designed to complement the manufactured home.
3. The undercarriage of each manufactured home shall be screened from view by skirting to the satisfaction of the Development Officer and to a standard consistent throughout the park.
4. Outdoor lighting of common areas shall be coordinated and consistent throughout the park.
5. The exterior perimeter of the manufactured home park must be fenced although access roads shall not be gated.

L. LANDSCAPING

1. In addition to other provisions of this Bylaw, the Development Officer may require that a manufactured home park be screened from view with vegetation and/or other screening of a visually pleasing nature.
2. All areas of a manufactured home park not developed as lots, roads, walkways, driveways, parking aprons, storage lots or other buildings shall be landscaped and vegetated as required by a development agreement.

3. A system of walkways to a standard acceptable to the Development Officer shall be installed so as to link all lots, common open space areas, the park office and other facilities in the park regularly used by park residents.
4. Each application for development of a manufactured home park shall be accompanied by a landscaping and development plan at a scale of not less than 1:1000 acceptable to the Development Officer.

NOTE: For any existing manufactured home park, redevelopment or expansion shall be subject to these standards where feasible.

M. SITING

All manufactured home parks shall be developed so as to constitute a component of an existing hamlet or an extension to an urban municipality.

13.4 (14) FORESTRY DISTRICT 1 "F1"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO REGULATE THE USE OF CROWN LANDS IN THAT PORTION OF THE GREEN AREA WHICH IS SUBJECT TO THE MUNICIPAL GOVERNMENT ACT.

A. PERMITTED

1. Farming
2. Sawmill and/or planer mill
3. Trapping

B. DISCRETIONARY USES

1. Ancillary buildings and uses
2. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television and other communications or observation towers and related buildings~~
3. Government field offices or installations
4. Gravel pit and/or sand pit
5. Institutional and religious camps and/or centres
6. Integrated recreation/tourist accommodation resort
7. Intensive recreation development
8. Landfill and waste transfer facilities
9. Natural resources harvesting or extraction
10. Outdoor recreation uses and related facilities
11. Private and/or public tenting and holiday trailer/recreation vehicle park or campground
12. Public and quasi-public buildings, utilities and uses
13. Recreation/tourism cabins, lodge or hostel
14. Scientific or academic research related to this district
15. Secondary processing of natural resources related to this district
16. Services and facilities for motorists
17. Trail riding base camp
18. Other appropriate uses as approved by the Development Officer

C. MINIMUM LOT AREA

As required by the Development Officer, but not less than 1 hectare (2.5 acres).

D. MINIMUM FRONT AND SIDE YARDS

As required by the Development Officer subject to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.

E. LANDSCAPING

In addition to other provisions of this Bylaw, the Development Officer may require that landfill sites, gravel pits, sand pits and other visually offensive developments be screened from view with vegetation and/or other screening of a visually pleasing nature.

13.4 (15) FORESTRY DISTRICT 2 "F2"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO DESIGNATE THOSE CROWN LANDS IN THE MUNICIPALITY WHICH ARE NOT SUBJECT TO MUNICIPAL GOVERNMENT ACT.

A. PERMITTED

No development authorization from the Municipality is required for all buildings, development and uses for which Alberta Sustainable Resource Development has issued the appropriate disposition and/or permit for access to and development of the land.

B. DISCRETIONARY USES

None

C. MINIMUM DEVELOPMENT STANDARDS

1. At the discretion of the Crown in right of the Province of Alberta, although the Council of the Municipality asserts the privilege of referral as the affected local authority so as to provide input and recommendations through the Development Officer prior to a final decision being made concerning a proposed use or development.

13.4 (16) COUNTRY RESIDENTIAL MINOR INDUSTRIAL DISTRICT "CRMI"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND TO REGULATE THE DEVELOPMENT OF LARGE LOT COUNTRY RESIDENTIAL PARCELS HAVING ASSOCIATED MINOR SMALL SCALE INDUSTRIAL USES APPROVED PRIOR TO THE ADOPTION OF THE MUNICIPAL DEVELOPMENT PLAN.

A. PERMITTED USES

1. Detached dwelling
2. Ancillary buildings

B. DISCRETIONARY USES

- ~~1. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
- ~~2.1.~~ Guest house
- ~~3.2.~~ Home occupation
- ~~4.3.~~ Manufactured home
- ~~5.4.~~ Minor agricultural pursuits
- ~~6.5.~~ Tradesperson's business carried out in a building independent and ancillary the residence and not exceeding 75 square metres (800 sq. ft.) nor employing assistants who are not part of the immediate household
- ~~7.6.~~ Minor small scale industrial uses
- ~~8.7.~~ Playground or outdoor recreation facility to serve this district
- ~~9.8.~~ Public building or use required to serve this district
- ~~10.9.~~ Residential shop

C. ACCEPTABLE LOT SIZE

1.75 to 3.0 hectares (4.0 to 7.0 acres).

D. MINIMUM TOTAL FLOOR AREA

1. Detached dwelling: 95 square metres (1,000 sq. ft.) unless otherwise approved by the Development Officer.
2. Manufactured home: 75 square metres (800 sq. ft.) unless otherwise approved by the Development Officer.

E. MINIMUM DEPTH OF FRONT YARD

1. 15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.
2. Where there is a service road next to a primary highway, the minimum front yard depth shall be determined by the Development Officer.

F. MINIMUM WIDTH OF SIDE YARD

7.5 metres (25 feet) except for a corner parcel where the minimum side yard adjacent to a public road shall be determined as though it were a front yard, although Section 6.5 applies.

G. MINIMUM DEPTH OF REAR YARD

7.5 metres (25 feet) unless otherwise approved by the Development Office.

NOTE: A development having characteristics which are offensive due to noise, dust odor or appearance may be required to locate at a greater distance from any property line than stated in subsections E, F, and G, at the discretion of the Development Officer.

H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings, including manufactured homes added to a lot shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site to the satisfaction of the Development Officer.
3. A manufactures home without permanent foundation shall have the undercarriage screened from view so as to complement the appearance of the manufactured home.
4. Ancillary structures and additions shall be designed to complement the main residence.

I. MAXIMUM HEIGHT OF BUILDINGS

Two-storeys or 8 metres (26 feet) for residences. Ancillary buildings are to be to be not more than 5 metres (16 feet). All other buildings are at the discretion of the Development Officer.

J. LANDSCAPING

In addition to other provisions of this Bylaw, any approved use may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.

K. MINOR SMALL SCALE INDUSTRIAL USES

1. Applications for development permits for minor small scale industrial uses will consider such factors as:
 - (a) impacts on adjacent land uses;
 - (b) effects on local and internal road system;
 - (c) the scale and intensity of the proposed development;
 - (d) potential land use conflicts;
 - (e) the physical capability of the site to support the proposed use; and
 - (f) suitable screening of the site.
2. A minor small scale industrial use shall be subject to the following conditions:

- (a) the outdoor storage of materials, machinery, equipment and vehicles is subject to approval by the Development Officer relative to size, appearance, and the provision for appropriate fencing, buffering, setbacks, and/or screening;
- (b) shall not create a traffic safety concern; and
- (c) the use shall be deemed to be compatible with adjacent land uses.

13.4 (17) NORDEGG RURAL RESIDENCE DISTRICT "NRR"

THE PURPOSE OF THIS DISTRICT IS TO PERMIT AND REGULATE RESIDENCES IN THE FORESTED SLOPES OF COLISEUM MOUNTAIN IN THE NORTHERN PORTION OF THE NORDEGG TOWNSITE.

A. PERMITTED USES

1. Detached dwelling
2. Ancillary buildings

B. DISCRETIONARY USES

1. **Bed and breakfast**
- ~~2. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
- ~~3.2.~~ Home occupation
- ~~4.3.~~ Playground or outdoor recreation facility to serve this district
- ~~5.4.~~ Public building or use
- ~~6.5.~~ Removal of trees outside of designated building envelope

C. ACCEPTABLE LOT SIZE

1. For residential use, 0.6 hectares to 1.0 hectares (1.5 to 2.5 acres) unless otherwise required by the Development Officer.
2. For non-residential uses, as required by the Development Officer subject to a minimum lot frontage of 30 metres (100 feet).

D. BUILDING ENVELOPE

Each residential lot shall have a building envelope of approximately 1,393.5 square metres (15,000 sq. ft.) which will be defined and approved by the Municipality. The building envelope will govern the location of permissible site clearance, within which building may occur.

1. The purpose of the building envelope is to develop a defensible space to protect structures from approaching wildfire as well as to reduce the potential for a structure fire spreading to the wildland.
2. The building envelope shall provide a minimum defensible space of 9.14 metres (30 feet) around the perimeter of any buildings, shall be initially approved by the municipality and shall be provided and maintained by the property owner.
3. No other clearing may take place without additional development approval.

E. MINIMUM DEPTH OF FRONT YARD

Unless otherwise required by the Development Officer subject to the building envelope, 15.24 metres (50 feet).

- F. MINIMUM WIDTH OF SIDE YARD
Unless otherwise required by the Development Officer subject to the building envelope, 13.71 metres (45 feet) except for a corner site where the side yard shall be determined as though it were a front yard.
- G. MINIMUM DEPTH OF REAR YARD
Unless otherwise required by the Development Officer subject to the building envelope, 15.24 metres (50 feet).
- H. MINIMUM TOTAL FLOOR AREA
Detached dwellings: 100 square metres (1,100 sq. ft.), unless otherwise approved by the Development Officer.
- I. MAXIMUM TOTAL FLOOR AREA
Detached garages: 60.38 square metres (650 sq. ft.), unless otherwise approved by the Development Officer.
- J. MAXIMUM HEIGHT OF BUILDINGS
Two storeys or 9.14 metres (30 feet) but ancillary buildings not more than 5 metres (16 feet).
- K. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
 2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site and Nordegg's surroundings to the satisfaction of the Development Officer. The Municipality may, where it desires, establish specific detailed architectural control guidelines for any new development within this District.
 3. All buildings shall be located, designed, and constructed in a manner to minimize the possibility of ignition from a wildfire and to minimize the spread of a structural fire to the wildland. All new development shall be required to utilize fire retardant roofing and exterior wall materials such as, but not limited to, tile, metal, or asphalt shingles (for roofs) and stucco, rock, brick or aluminum siding (for exterior walls.) Wooden shakes and shingles shall be prohibited for use as roofing material on any structure within this district.
 4. The Development Guidelines for the Nordegg Residence District (NRR) form part of this Land Use District and shall be adhered to.
 5. Other regulations, guidelines, or development controls may be established by the Municipality for any new development within this District.
- L. LANDSCAPING
Development approval may be subject to a standard acceptable to the Development Officer. The clearing of vegetation will be controlled through

development permits, which may also require landscaping to assist the retention of the natural visual quality of Nordegg.

M. OTHER REQUIREMENTS

Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

**DEVELOPMENT GUIDELINES
for the
NORDEGG RURAL RESIDENCE DISTRICT (NRR)**

Clearwater County, as owner of the above noted property hereby annexes to the property the following development guidelines:

1. Only one dwelling building shall be constructed on each lot, and such dwelling shall be a single family residence.
2. All outbuildings on any lot shall be designed, placed, and finished to be complementary to the dwelling located on that lot.
3. No dwelling shall be a manufactured home, and each dwelling shall be of a permanent type placed on and secured to a basement or solid footings extending into the subsurface soil. The minimum floor area of any dwelling, excluding the basement and garage, shall be 102.2 square metres (1,100 sq. ft.) and every dwelling shall be a minimum of 6 metres (20 feet) in width.
4. No dwelling or other building shall exceed a height of 9.14 metres (30 feet) above the top of the basement or foundation of such building.
5. All electrical service from the transformer to the dwelling or other building shall be underground.
6. The exterior finish of any building or structure shall be fully completed and finished within 12 months from the date of commencement of construction of the dwelling or structure.
7. Any dwelling or other structure constructed, erected, or placed on the property shall be constructed to conform to all Federal, Provincial, and Municipal statutes, bylaws, and regulations, and shall be of sound workmanlike construction with an expected life of at least 25 years.
8. No excavation shall be permitted or carried out on any property except as required for the construction of buildings, or the installation of utilities, or for landscaping. No sand, gravel, or earth shall be removed except as required for the aforesaid purposes.
9. To maintain a buffer area between dwellings, no living trees shall be removed from that portion of the lot within 12.0 metres (39 feet) of any property line, except for any property line adjacent to any public access road.

10. No dwelling or other building shall be constructed or placed within 15.24 metres (50 feet) of the front or back boundary, or 13.71 metres (45 feet) of the side boundaries.
11. No fence of any type shall be used as a boundary fence. Wire fences may be used within any property for the purpose of dog kennels or runs. All fencing shall be designed, placed, and finished so as to be complimentary to the dwelling on the property, and shall be maintained in a good and presentable condition.
12. No business, trade, or calling shall be established which requires outside storage, which would cause any noise or nuisance to other property owners, which would cause any unsightly appearance to the property, or which has any employees other than the persons who normally reside on the property. The intent of this section is not to discourage cottage industries but to ensure that no annoyance or nuisance is caused to other property owners.
13. All garbage and refuse shall be properly stored in closed containers in a sanitary manner so as not to cause any odor or nuisance. No garbage or refuse other than vegetation removed when clearing land shall be burned and only after obtaining the necessary permit. No incinerators, firepits, or burn barrels shall be permitted.
14. Advertising signs shall be permitted only for the purpose of advertising that the property is for sale, and no such sign shall exceed 60 centimetres by 60 centimetres (2 feet by 2 feet).
15. No animals shall be kept on the property except those animals owned by persons who normally reside on the property, and the only animals which may be kept are a maximum of two cats and two dogs. All pets and other animals shall be restrained and kept within the property of the owner of such pets, so as not to cause any nuisance, annoyance, or excessive noise.
16. No abandoned vehicles, machinery, or other unsightly items shall be kept or stored on any property, except within a building, with the intent that all properties shall be kept in a neat, clean, and presentable condition.
17. No motorized vehicles of any type other than maintenance vehicles shall be used or operated on any trails or walking paths within the subdivision area.
- ~~18. Each property owner would be permitted to have and to store one recreational vehicle or holiday trailer on their property. Use and storage of a holiday trailer/recreational vehicle shall conform to Section 6.13.~~
18. All sewage disposal shall be conducted by means of holding tanks or some other Provincially approved system.

19. Property owners are responsible for the drilling of their own water wells. All wells must be properly sealed to restrict contamination to the water table.
20. All dwellings or other buildings shall be finished on the exterior with non flammable building materials. Wooden shakes and shingles are not permitted.
21. All dwellings or other buildings shall have one metre of rock placed around the perimeter of the structure. Decks also require a metre of rock placed around the outside perimeter in addition to rock being placed under the deck.
22. The properties adjacent to the subdivision within which the properties described herein are located shall also be developed for residential, commercial, and recreational purposes as has been laid out through the Nordegg Community Outline Plan. Such future developments may make use of the access road and certain other infrastructure from the present subdivision, and the owners of the property in the present subdivision acknowledge that they shall not oppose such future development.

13.4 (18) NORDEGG TOURIST RECREATION DISTRICT "NTR"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND TO REGULATE A COMBINATION OF TOURIST RELATED RECREATIONAL ACTIVITIES AND SMALL SCALE FIXED ROOF RESORT ACCOMMODATIONS IN THE FORESTED SLOPES OF COLISEUM MOUNTAIN IN THE NORTHERN PORTION OF THE NORDEGG TOWNSITE.

A. PERMITTED USES

1. Country inn / resort lodge
2. Bed and breakfast inn
3. Resort cottages
4. Outdoor recreation/tourism operations
5. Hostel

B. DISCRETIONARY USES

1. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
2. Detached residence ancillary to permitted use
3. Other buildings ancillary to permitted use
4. Personal service ancillary to permitted use
5. Recreation facility ancillary to permitted use
6. Recreation equipment rental and sales associated with principal use
7. Souvenir/gift shop ancillary to permitted use
8. Public building or use
9. Removal of trees outside of designated building envelope
10. Other appropriate similar uses approved by the Development Officer

~~C. DEFINITIONS~~

~~For the purpose of this District:~~

1. ~~"Country inn/resort lodge" means a building which provides for the short term or occasional lodging and boarding of patrons. The development shall contain a minimum of six and a maximum of ten accommodation units all under one roof with individual or common washroom facilities and may include dining and beverage facilities.~~
2. ~~"Bed and breakfast inn" means a private dwelling where four to six rooms are let and more than one or more meals is provided to registered guests.~~
3. ~~"Resort cottages" means a cluster of four to eight guest cabins which provide for the short term or occasional lodging and boarding of patrons and may include a central services building with dining and beverage facilities. The individual guest cabins shall be a maximum of 65 square metres (700 sq. ft.) on the main floor and may include individual kitchen and washroom facilities.~~
4. ~~"Outdoor recreation/tourism operations" means a business providing for outdoor commercial recreation and tourism opportunities to the general~~

~~public, where the primary reasons for location are to take advantage of natural physical features and the availability of large areas of crown land. This may include but is not limited to mountain biking, ice climbing, caving, rock climbing, cross country skiing, hiking, backpacking, canoeing, kayaking, rafting, fishing, hunting, dog sledding, snowmobiling and ATV's.~~

- D. MINIMUM LOT SIZE
As required by the Development Officer, but not less than 1.214 hectares (3.0 acres).
- E. BUILDING ENVELOPE
Each lot shall have a building envelope which will be defined and approved by the Municipality. The building envelope will govern the location of permissible site clearance, within which building may occur.
1. The purpose of the building envelope is to develop a defensible space to protect structures from approaching, wildfire as well as to reduce the potential for a structure fire spreading to the wildland.
 2. The building envelope shall provide a minimum defensible space of 9.14 metres (30 feet) around the perimeter of any buildings, shall be initially approved by the municipality and shall be provided and maintained by the property owner.
 3. No other clearing may take place without additional development approval.
- F. MINIMUM DEPTH OF FRONT YARD
Unless otherwise required by the Development Officer subject to the building envelope, 22.86 metres (75 feet).
- G. MINIMUM WIDTH OF SIDE YARD
Unless otherwise required by the Development Officer subject to the building envelope, 15.24 metres (50 feet) except for a corner site where the side yard shall be determined as though it were a front yard.
- H. MINIMUM DEPTH OF REAR YARD
Unless otherwise required by the Development Officer subject to the building envelope, 15.24 metres (50 feet).
- I. MINIMUM TOTAL FLOOR AREA
As determined by the Development Officer, except for a detached residence ancillary to the permitted use which shall have a minimum floor area of 92.9 square metres (1,000 sq. ft.).
- J. MAXIMUM TOTAL FLOOR AREA
As determined by the Development Officer and subject to the definitions within this district.

K. MAXIMUM HEIGHT OF BUILDINGS

Two storeys or 9.14 metres (30 feet) but ancillary buildings not more than 5 metres (16 feet).

L. DESIGN, CHARACTER AND APPEARANCE OF Buildings

1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site and Nordegg's surroundings to the satisfaction of the Development Officer. The Municipality may, where it desires, establish specific detailed architectural control guidelines for any new development within this District.
3. All buildings shall be located, designed, and constructed in a manner to minimize the possibility of ignition from a wildfire and to minimize the spread of a structural fire to the wildland. All new development shall be required to utilize fire retardant roofing and exterior wall materials such as, but not limited to, tile, metal, or asphalt shingles (for roofs) and stucco, rock, brick or aluminum siding (for exterior walls) or solid log construction. Wooden shakes and shingles shall be prohibited for use as roofing material on any structure within this district.
4. The Development Guidelines for the Nordegg Tourist Recreation District (NTR) form part of this Land Use District and shall be adhered to.
5. Other regulations, guidelines, or development controls may be established by the Municipality for any new development within this District.

M. LANDSCAPING

Development approval may be subject to a standard acceptable to the Development Officer. The clearing of vegetation will be controlled through development permits, which may also require landscaping to assist the retention of the natural visual quality of Nordegg.

N. OTHER REQUIREMENTS

1. Storage:
It is intended that all storage of goods and equipment be contained indoors, however limited outside storage may be approved by the Development Officer if properly screened so as to not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.
2. Parking:
Off-street parking shall be provided as stated in Section 6.1.7 of this Land Use Bylaw or as otherwise required by the Development Officer. On-street parking is not permitted.

3. Outdoor Lighting:
Precautions must be taken to ensure that outside lighting does not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.
4. Signs:
~~All signs are subject to the approval of the Development Officer. In considering a development application for a sign, the Development Officer shall ensure that the proposed sign is consistent with the natural setting of the area and shall have due regard to the visual impact of the sign in relation to features of the site and the surrounding area.~~
All signs are subject to the approval of the Development Officer. In considering a development permit application for a sign, the Development Officer shall ensure that the proposed sign is consistent with the natural and historical setting of the area, as outlined in the *Nordegg Development Plan* and associated *Design Guidelines*, and shall have due regard to the visual impact of the sign in relation to features of the site and the surrounding area.
5. Access to Trails:
Trails on individual properties for the purpose of providing access to adjoining municipal trails are subject to approval by the Development Officer.
6. Miscellaneous:
Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

**DEVELOPMENT GUIDELINES
for the
NORDEGG TOURIST RECREATION DISTRICT (NTR)**

RELATING TO LOTS 1 TO 12 INCLUSIVE

Clearwater County as owner of the above noted property hereby annexes to the property the following development guidelines:

1. The primary purpose of these lots is to accommodate resort facilities such as country inn/resort lodge, bed and breakfast inn, and resort cottages and/or outdoor recreation/tourism operations. Rental accommodations for short term tourism/recreational use and are not to be leased or rented as permanent residences or long term accommodation.
2. Only one conventional residence shall be constructed on each lot, and such dwelling shall be a single family residence ancillary to the permitted use, and subject to a development permit.
3. All conventional residences and outbuildings on any lot shall be designed, placed and finished to be complementary to the primary use located on that lot.
4. No primary or ancillary building shall be a mobile home, and each shall be of a permanent type placed on and secured to a basement or solid footings extending into the subsurface soil. The individual guest cabins shall be a maximum of 65 square metres (700 sq. ft.) on the main floor and may include individual kitchen and washroom facilities. The floor area of all primary buildings shall be subject to approval of the Development Officer/Municipal Planning Commission. The minimum floor area of any conventional ancillary residence, excluding the basement and garage, shall be 92.9 square metres (1,000 sq. ft.) and shall be a minimum of 6.1 metres (20 feet) in width.
5. No primary or ancillary building shall exceed a height of 9.14 metres (30 feet) above the top of the basement or foundation of such building.
6. All electrical service from the transformer to the dwelling or other building shall be underground.
7. The exterior finish of any building or structure shall be fully completed and finished within 12 months from the date of commencement of construction of the dwelling or structure.
8. Any primary or ancillary building constructed, erected, or placed on the property shall be constructed to conform to all Federal, Provincial, and Municipal statutes,

bylaws, and regulations, and shall be of sound workmanlike construction with an expected life of at least 25 years.

9. No excavation shall be permitted or carried out on any property except as required for the construction of buildings, or the installation of utilities, or for landscaping. No sand, gravel, or earth shall be removed except as required for the aforesaid purposes.
10. To maintain a buffer area between building sites, no living trees shall be removed from any portion of the lot without prior development approval from Clearwater County. A minimum defensible space of 9.14 metres (30 feet) around the perimeter of all buildings shall be required as part of the development approval.
11. No dwelling or other building shall be constructed or placed within 22.86 metres (75 feet) of the front boundary, or 15.24 metres (50 feet) of the rear or side boundaries.
12. No fence of any type shall be used as a boundary fence. All internal fencing shall be designed, placed and finished so as to be complementary to the primary and ancillary buildings on the property, and shall be maintained in a good and presentable condition.
13. All storage of goods and equipment shall be contained indoors, however limited outside storage may be approved by the Development Officer if properly screened so as to not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.
14. All garbage and refuse shall be properly stored in closed containers in a sanitary manner so as not to cause any odor or nuisance. No garbage or refuse other than vegetation removed when clearing land shall be burned and only after obtaining the necessary permit. No incinerators, or burn barrels shall be permitted. Fire pits are to be constructed according to Alberta Forest Service standards and are subject to all Provincial open fire bans.
15. All signs erected shall be approved by Clearwater County.
16. All pets belonging to property owners and guests shall be restrained and kept within the subject property, so as not to cause any nuisance, annoyance, or excessive noise.
17. No abandoned vehicles, machinery, or other unsightly items shall be kept or stored on any property, except within a building, with the intent that all properties shall be kept in a neat, clean, and presentable condition.

18. No motorized vehicles of any type other than maintenance vehicles shall be used or operated on any trails or walking paths within the subdivision area.
19. No camping will be permitted in this district.
20. All sewage disposal shall be conducted by means of fields, mounds, holding tanks or some other Provincially approved system. All private sewage disposal systems must meet the requirements and received permit approval from Alberta Municipal Affairs or their designate.
21. Property owners are responsible for the drilling of their own water wells. All wells must be properly sealed to restrict contamination to the water table.
22. All primary and ancillary building shall be finished on the exterior with non flammable building materials. Solid log construction is acceptable. Wooden shakes and shingles would not be permitted.
23. All primary and ancillary buildings shall have one metre of rock placed around the perimeter of the structure. Decks would also require a metre of rock placed around the outside perimeter in addition to rock being placed under the deck.
24. The properties adjacent to the subdivision within which the properties described herein are located shall also be developed for residential, commercial, and recreational purposes as has been laid out through the Nordegg Community Outline Plan. Such future developments may make use of the access road and certain other infrastructure from the present subdivision, and the owners of the property in the present subdivision acknowledge that they shall not oppose such future development.

13.4 (19) NORDEGG MEDIUM DENSITY RESIDENTIAL DISTRICT "NR-2"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE RESIDENTIAL DEVELOPMENT ON SMALLER LOTS IN THE SOUTHERN PORTION OF THE NORDEGG TOWNSITE.

A. PERMITTED USES

1. Ancillary building
2. Detached dwelling
3. Duplex dwelling

B. DISCRETIONARY USES

1. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
2. Home occupation
3. Parks and playgrounds
4. Parking facilities for uses in this District
5. Public buildings, uses, utilities and services

C. MINIMUM PARCEL SIZE

Detached dwellings:	464.50 square metres (5,000 sq. ft.)
Duplex (side by side units):	557.70 square metres (6,000 sq. ft.)
Duplex (up and down units):	325.15 square metres (3,500 sq. ft.)

Except for a corner parcel where 51.09 square metres (550 sq. ft.) must be added to the above minimums.

D. MINIMUM PARCEL WIDTH

Detached dwellings:	15.24 metres (50 feet) mean width
Duplex (side by side units):	18.24 metres (60 feet) mean width
Duplex (up and down units):	9.14 metres (30 feet) mean width

E. MINIMUM DEPTH OF FRONT YARD

7.62 metres (25 feet).

F. MINIMUM DEPTH OF SIDE YARD

Interior: 1.52 metres (5 feet) unless it is a laneless parcel and there is no attached garage, then one side yard must be 3.04 metres (10 feet) minimum.

Exterior: 2.74 metres (9 feet) unless the yard abuts a collector or arterial road then the minimum shall be 3.66 metres (12 feet).

G. MINIMUM DEPTH OF REAR YARD

9.14 metres (30 feet).

- H. MAXIMUM ALLOWABLE DENSITY
As required by the Development Officer.
- I. MINIMUM FLOOR AREA
Detached dwelling: 92.9 square metres (1,000 sq. ft.)
Duplex unit: 74.32 square metres (800 sq. ft.)
- J. MAXIMUM HEIGHT OF BUILDINGS
Primary building: 9.14 metres (30 feet)
Ancillary building: 5.0 metres (16 feet)
- K. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site and Nordegg's surroundings to the satisfaction of the Development Officer. The Municipality may, where it desires, establish specific detailed architectural control guidelines for any new development within this District.
3. Ancillary structures and additions shall be designed to complement the main residence.
- L. LANDSCAPING AND FENCING
Notwithstanding any other provision contained in this Bylaw, landscaping and fencing shall be to standards acceptable to the Development Officer with the purpose of achieving a sensitive blend of natural and decorative landscaping designed to harmonize with adjoining landscaping and complement the natural visual quality of Nordegg.
- M. OTHER REQUIREMENTS
1. Storage:
It is intended that all storage of goods and equipment be contained indoors so as to not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.
2. Parking:
Off Street parking shall be as required by Section 6.17 of this LUB with each duplex unit being required to provide two off-street parking spaces within the rear yard of the parcel, or as otherwise required by the Development Officer.
3. Miscellaneous:
Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

13.4 (20) NORDEGG LEISURE RESIDENCE DISTRICT “NLR”

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE THE DEVELOPMENT OF PRIVATE, LEISURE RESIDENCES FOR LEISURE TIME USE/NON-CONTINUOUS OCCUPANCY IN THE FORESTED SLOPES OF COLISEUM MOUNTAIN IN THE NORTHERN PORTION OF THE NORDEGG TOWNSITE.

A. PERMITTED USES

1. Leisure residence
2. Tool/wood shed

B. DISCRETIONARY USES

- ~~1. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
- ~~2.1.~~ Either one carport or one single car detached garage
3. Public utility building to serve this district
4. Public or private park, playground or outdoor recreational facility to serve this district
5. Removal of trees outside of designated building envelope
6. Sauna

C. ACCEPTABLE LOT SIZE

1. For residential use, 0.4 hectares (1.0 acre) to 0.6 hectares (1.5 acres) unless otherwise required by the Development Officer.
2. For residential use, subject to a minimum lot width of 40 metres (131 feet) where lot width means the distance between the side property lines of the lot and measured at right angles from the mid-point of the shortest side property line, or as otherwise required by the Development Officer.
3. For residential uses, subject to a minimum lot frontage of 18 metres (59 feet), or as otherwise required by the Development Officer.
4. For non-residential uses, as required by the Development Officer subject to a minimum lot frontage of 18 metres (59 feet).
5. For a public utility building the lot area shall be as required by the Development Officer.

D. BUILDING ENVELOPE

Each lot shall have a building envelope that will be defined and approved by the Municipality. The building envelope will govern the location of permissible site clearance, within which building may occur.

1. The purpose of the building envelope is to develop a defensible space to protect structures from approaching wildfire as well as to reduce the potential for a structure fire spreading to the wildland.
2. The building envelope shall provide a minimum defensible space of 9.14 metres (30 feet) around the perimeter of any buildings, shall be initially

approved by the municipality and shall be provided and maintained by the property owner.

3. No other clearing, with the exception of removal of underbrush and ladder branches, may take place without additional development approval.

E. MINIMUM DEPTH OF FRONT YARD

Unless otherwise required by the Development Officer subject to the building envelope, 15.24 metres (50 feet) or as required pursuant to Section 10.3 and Figures 1 to ~~4~~7 of the Supplementary Regulations.

F. MINIMUM WIDTH OF SIDE YARD

Unless otherwise required by the Development Officer subject to the building envelope, 12.19 metres (40 feet) or as required pursuant to Section 10.3 and Figures 1 to 7 of the Supplementary Regulations. In the case of a corner site the width of the side yard adjacent to a public road shall be determined as though it were a front yard.

G. MINIMUM DEPTH OF REAR YARD

Unless otherwise required by the Development Officer subject to the building envelope, 15.24 metres (50 feet) or as required pursuant to Section 10.3 and Figures 1 to 7 of the Supplementary Regulations.

H. MAXIMUM FLOOR AREA

Unless otherwise approved by the Development Officer:

1. for detached leisure residence:
 - (a) 70 square metres (750 sq. ft.) main floor.
 - (b) 85 square metres (900 sq. ft.) total if two floors.
2. other buildings as required by the Development Officer.

I. MINIMUM FLOOR AREA

1. For detached leisure residence, 40 square metres (430 sq. ft.).
2. Other buildings as required by the Development Officer.

J. ANCILLARY BUILDINGS

Unless otherwise approved by the Development Officer, a maximum of one tool shed or woodshed ancillary building shall be located on a lot and shall be:

1. A maximum floor area of 18.6 square metres (200 sq. ft.).
2. Located to the rear of the leisure residence.
3. Located a minimum of 3.05 metres (10 feet) from the rear wall of the dwelling.

Unless otherwise approved by the Development Officer, a maximum of one carport or one detached garage shall be located on a lot and shall be permitted only as a Discretionary Use. If permitted by the Development Officer, the following shall be adhered to:

1. For a carport or garage, a maximum floor area of 30 square metres (323 sq. ft.) or 60% of the floor area of the leisure residence, whichever is less.
2. Carport to be attached to side of the leisure residence.
- ~~3.2.~~ Garage to be detached from leisure residence.
- ~~4.3.~~ Garage to be located to the side or rear of the leisure residence.
- ~~5.4.~~ Rear garage to be located a minimum of 3.05 metres (10 feet) from the rear wall of the leisure residence.
- ~~6.5.~~ Side garage to be located a minimum of 1.52 metres (5 feet) from the side wall of the leisure residence.

K. MAXIMUM BUILDING HEIGHT

Two storeys or 7.92 metres (26 feet). Ancillary buildings no greater than 4.88 metres (16 feet).

L. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site and Nordegg's surroundings to the satisfaction of the Development Officer. The Municipality may, where it desires, establish specific detailed architectural control guidelines and/or development guidelines for any new development within this District.
3. The Development Guidelines for the Nordegg Leisure Residence District (NLR) form part of this Land Use District and shall be adhered to.
4. To maintain continuity throughout the Nordegg townsite, any development and associated structures and features shall conform to the *Nordegg Development Plan* and the associated *Nordegg Development Plan - Design Guidelines*. Special attention shall be made to key design and landmark elements, including but not limited to, the trail system, road layout, road design, parking design, landscaping, public amenities, signage, lighting, and site furnishings.
5. Basements are not permitted in this District.
6. Leisure Residence and any garage shall be constructed on a permanent foundation.
7. Individual treated water cisterns and sewage pump-out tanks are required on each lot. No private water wells are permitted. No private sewage treatment systems are permitted. The intent of an on-site water cistern and sewage pump-out tank is to support seasonal use only. This requirement will also protect and preserve the local groundwater resource, given the higher development density of this District compared to more conventional country residential districts.
8. All buildings shall be located, designed, and constructed in a manner to minimize the possibility of ignition from a wildfire and to minimize the spread of a structural fire to the wildland. All new development shall be

required to utilize fire retardant roofing and exterior wall materials such as, but not limited to, tile, metal, or asphalt shingles (for roofs) and stucco, rock, brick or aluminum siding (for exterior walls) or solid log construction. Wooden shakes and shingles shall be prohibited for use as roofing material on any structure within this district.

9. Other regulations, guidelines, or development controls may be established by the Municipality for any new development within this District.

M. LANDSCAPING AND FENCING

Development approval may be subject to a standard acceptable to the Development Officer. The clearing of vegetation will be controlled through development permits, which may also require landscaping to assist the retention of the natural visual quality of Nordegg. Perimeter boundary fences are not permitted.

N. OTHER REQUIREMENTS

1. Storage:

It is intended that all storage of goods and equipment be contained indoors, however, limited outside storage may be approved by the Development Officer if properly screened so as to not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.

2. Parking:

Off-street parking shall be provided as stated in Section 6.17 of this Land Use Bylaw or as otherwise required by the Development Officer. On-street parking is not permitted.

3. Outdoor Lighting:

Precautions must be taken to ensure that outside lighting does not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.

4. Signs:

All signs are subject to the approval of the Development Officer. In considering a development permit application for a sign, the Development Officer shall ensure that the proposed sign is consistent with the natural setting of the area and shall have due regard to the visual impact of the sign in relation to features of the site and the surrounding area.

5. Recreational Vehicles:

Use and storage of a holiday trailer/recreational vehicle shall conform to Section 6.13.

6. Miscellaneous:

Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

~~O. PERIOD OF OCCUPANCY~~

~~Not to exceed 90 consecutive or 180 total days per year.~~

**DEVELOPMENT GUIDELINES
for the
NORDEGG LEISURE RESIDENCE DISTRICT (NLR)**

Clearwater County, as owner of the above noted property, hereby annexes to the property the following development guidelines:

1. One dwelling building shall be constructed on each lot, and such dwelling shall be a single-family Leisure Residence as defined in the Land Use Bylaw (see copy of the Land Use Bylaw Definition Below).

“LEISURE RESIDENCE” means a dwelling unit suitable for residential use only seasonally or occasionally during leisure or holiday time and generally lacking in one or more of the components, conveniences or utilities required for all year occupancy.

2. All outbuildings on any lot shall be designed, placed, and finished to be complementary to the dwelling located on that lot.
3. No dwelling shall be a Manufactured Home. A Modular Home is permitted provided it meets all the requirements of this Land Use District (see copy of the Land Use Bylaw Definitions below). Each dwelling shall be of a permanent type placed on and secured to solid footings extending into the subsurface soil. Foundations to be concrete footings or concrete pilings or as approved by the Development Officer. Skid or wood blocking foundations not permitted. The minimum floor area of any dwelling shall be 40 square metres (430 sq. ft.), and every dwelling shall be a minimum of 6.10 metres (20 feet) in width.

~~“MANUFACTURED HOME” means a residential building containing one dwelling unit built in a factory in one or more sections, designed to be transported on either its own wheels and chassis or other means to a suitable site, and placed on either a temporary or permanent foundation and connected to utilities for long-term occupancy. For the purposes of this Bylaw, two types of manufactured homes may be distinguished:~~

- ~~—— (a) “Single Wide” means a manufactured home consisting of one section designed to be transported in a single load;~~
- ~~—— (b) “Double Wide” means a manufactured home consisting of two sections separately transportable but designed to be joined together at the site to form one dwelling unit.~~

~~—— “MODULAR HOME” means a prefabricated, factory built residential building containing one dwelling unit which has neither chassis, running gear, nor its own wheels, but which must be otherwise transported and assembled on a site and placed on a permanent foundation and connected to utilities for long term occupancy.~~

4. Basements are not permitted. An undeveloped crawl space beneath the main floor of the dwelling to provide for utilities and servicing of the dwelling is permitted. The height of the crawl space shall not exceed 1.22 metres (4 feet) or as approved by the Development Officer.
5. No dwelling shall exceed a height of 7.92 metres (26 feet) above the foundation of such building. No ancillary building shall exceed a height of 4.88 metres (16 feet) above the foundation of such building.
6. All electrical service from the transformer to the dwelling or other building shall be underground.
7. The exterior finish of any building or structure shall be fully completed and finished within 12 months from the date of commencement of construction of the dwelling or structure.
8. Any dwelling or other structure constructed, erected, or placed on the property shall be constructed to conform to all Federal, Provincial, and Municipal statutes, Bylaws, and regulations, and shall be of sound workmanlike construction with an expected life of at least 25 years.
9. No excavation shall be permitted or carried out on any property except as required for the construction of buildings, or the installation of utilities, or for landscaping. No sand, gravel, or earth shall be removed except as required for the aforesaid purposes.
10. To maintain a buffer area between dwellings, no living trees shall be removed from that portion of the lot within 6 metres (20 feet) of any property line, except for any property line adjacent to any public access road. This may be adjusted at the discretion of the Development Officer on a lot-by-lot basis given the existing topography of the lot, the available building sites on the lot, and the siting of dwellings on adjacent lots provided an adequate treed buffer can be maintained between adjacent dwellings.
11. No dwelling or other building shall be constructed or placed within 15.24 metres (50 feet) of the front or back boundary, or 12.19 metres (40 feet) of the side boundaries.
12. No fence of any type shall be used as a boundary fence. Wire fences may be used within any property for the purpose of dog kennels or runs. All fencing shall be designed, placed, and finished so as to be complementary to the dwelling on the property, and shall be maintained in a good and presentable condition.
13. No business, trade, or calling shall be established.

14. All garbage and refuse shall be properly stored in closed containers in a sanitary manner so as not to cause any odor or nuisance. No garbage or refuse other than vegetation removed when clearing land shall be burned and only after obtaining the necessary permit. No incinerators or burn barrels shall be permitted. Fire pits are to be constructed according to Alberta Forest Service standards and are subject to all Provincial open fire bans.
15. Advertising signs shall be permitted only for the purpose of advertising that the property is for sale, and no such sign shall exceed 60 centimetres by 60 centimetres (2 feet by 2 feet).
16. No animals shall be kept on the property except a maximum of two cats and two dogs. All pets and other animals shall be restrained and kept within the property of the owner of such pets, so as not to cause any nuisance, annoyance, or excessive noise.
17. No abandoned vehicles, machinery, or other unsightly items shall be kept or stored on any property, except within a building, with the intent that all properties shall be kept in a neat, clean, and presentable condition.
18. No motorized vehicles of any type other than maintenance vehicles shall be used or operated on any trails or walking paths within the subdivision area.
19. Each property owner would be permitted to have and to store one recreational vehicle or holiday trailer on their property.
20. All sewage disposal shall be conducted by means of holding tanks meeting provincially approved standards.
21. All potable water must be stored in cisterns with a pressure pumping system meeting provincially approved standards. Drilling of water wells on a property is prohibited.
22. All dwellings or other buildings shall be finished on the exterior with non-flammable building materials. Wooden shakes and shingles are not permitted.
23. All dwellings or other buildings shall have one metre of rock placed around the perimeter of the structure. Decks would also require a metre of rock placed around the outside perimeter in addition to rock being placed under the deck.
24. The properties adjacent to the subdivision within which the properties described herein are located shall also be developed for residential, commercial, and recreational purposes as has been laid out through the Nordegg Community Outline Plan, Nordegg Development Plan and the Nordegg Development Plan -

Design Guidelines. Such future developments may make use of the access road and certain other infrastructure from the present subdivision, and the owners of the property in the present subdivision acknowledge that they shall not oppose such future development.

13.4 (21) NORDEGG PUBLIC AND INSTITUTIONAL “NPI”

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE THE DEVELOPMENT OF PRIVATE OR PUBLIC FACILITIES INTENDED TO PROVIDE CULTURAL, SOCIAL, RELIGIOUS, EDUCATIONAL, COMMUNITY, EMERGENCY, OR REHABILITATIVE SERVICES.

A. PERMITTED USES

1. Community centre
2. Emergency and community services
3. Parks, playgrounds, picnic grounds
4. Public and quasi-public buildings and uses
5. Public utilities
6. Natural or landscaped public open space
7. Skiing (cross-country) development
8. Skating rink
9. Sports field

B. DISCRETIONARY USES

1. Arts/arts and crafts/culture centre
2. Buildings for cooking, dining, assembly, crafts and recreation
3. Church, without manse
4. School
5. Cemetery
6. Social care facility
7. Museum
8. Ancillary buildings and uses
9. Clubhouse
10. Exhibition grounds
11. Food concession
12. Public utility building to serve this district
13. Public washrooms to serve this district
14. Recreation equipment storage facilities
- ~~15. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
- 16.15. Other recreation structures, facilities and uses similar in type or function to a named permitted or discretionary use in this district and appropriate in a rural area

C. ACCEPTABLE LOT SIZE

As required by the Development Officer, but not less than 300 square metres (3,200 sq. ft.), with a minimum frontage of 10.0 metres (33 feet).

D. MINIMUM AND MAXIMUM FLOOR AREA

As required by the Development Officer.

- E. MINIMUM DEPTH OF FRONT YARD
15 metres (50 feet).
- F. MINIMUM WIDTH OF SIDE YARD
3 metres (10 feet) except for a corner parcel where the minimum side yard adjacent to a public road shall be determined as though it were a front yard.
- G. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) unless otherwise approved by the Development Officer.
- H. MAXIMUM HEIGHT OF BUILDINGS
Two storeys to maximum 9.14 metres (30 feet) unless otherwise approved by the Development Officer.
- I. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
1. All permanent buildings and structures added to a lot shall be of new construction unless otherwise approved by the Development Officer.
 2. To maintain continuity throughout the Nordegg townsite, any development and associated structures and features shall conform to the *Nordegg Development Plan* and the associated *Nordegg Development Plan – Design Guidelines*. Special attention shall be made to key design and landmark elements, including but not limited to, building facades, lighting, streetscapes, the trail system, road layout, road design, parking design, landscaping, landmarks, public amenities, disabled access, signage, lighting, and site furnishings. For future reference, the *Nordegg Development Plan* and the *Nordegg Development Plan – Design Guidelines* shall be synonymous and shall refer to the plan document as a whole.
 3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site and the historic treatment as outlined in the *Nordegg Development Plan* to the satisfaction of the Development Officer. Ancillary structures and additions shall be designed to complement the main building.
 4. A number of basic principles outlined in the *Nordegg Development Plan* that shall guide the Development Officer include:
 - (a) The architecture, lighting, and landmarks borrowed from the community’s history, incorporating elements of the old town, the mine, and the natural setting.
 - (b) Given the steep terrain within much of the community, development be especially sensitive to disabled access.
 - (c) Facilities consist of smaller, discrete buildings and building cells that offer optimal view corridors and a more comfortable “human” scale.

- (d) Parking facilities consist of smaller scale nodes distributed throughout the community rather than large individual lots.
 - (e) Where appropriate, parking facilities be appropriately screened or buffered from the street, or appropriately located behind or beside the primary structures.
 - (f) Public safety be considered in the development of lighting, walkways, and public access points.
5. Special historical treatments related to building architecture, landscaping, signage, and other key elements, as outlined in the *Nordegg Development Plan* and associated *Design Guidelines* shall be required as follows:
- (a) Historic treatment shall be required within the “Primary Historic Treatment Area” as illustrated on Map No. 6 in the *Nordegg Development Plan*. This area is located along the primary route to the mine site, and includes the corridor from Highway 11 along Stuart Street into the historic Town Centre to the mine. Any additional areas along this route that are highly visible, at the discretion of the Development Officer, shall also adhere to the historic treatment requirements. The “Primary Historic Treatment Area” may be adjusted and increased at the discretion of the Development Officer subject to ongoing subdivision and redesignation.
 - (b) When considering permits for renovations, exterior building treatments, or additions to existing buildings or developments that do not currently conform to the *Nordegg Development Plan*, the Development Officer shall carry out a review and, where deemed appropriate, incorporate into any permit issued such requirements that allow conformance with the intent of the *Nordegg Development Plan* and any historical treatment. Owners of existing non-confirming developments shall be encouraged to bring facilities into conformance with the *Nordegg Development Plan*.
6. All buildings shall be located, designed, and constructed in a manner to minimize the possibility of ignition from a wildfire and to minimize the spread of a structural fire to the wildland. All new development shall be required to utilize fire retardant roofing and exterior wall materials. Other regulations, guidelines, or development controls may be established by the Municipality for any new development within this District. Developed guidelines, such as “*FireSmart*” principles may be used at the discretion of the Development Officer to assess the appropriateness of any proposed development.
7. Boardwalks may be required to the satisfaction of the Development Officer in keeping with the *Nordegg Development Plan* and associated *Design Guidelines*.

J. LANDSCAPING

- 1. Approval to develop may be made subject to the Development Officer accepting a landscaping plan.

2. The Development Officer may require measures to retain natural vegetation and to protect sensitive soils on the site.
3. Any development may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.
4. Where two or more buildings are located on a lot, the separation distances between them may be at the discretion of the Development Officer.

K. OFF STREET PARKING

All lots are required to provide adequate parking, as per item 6.17, of this Land Use Bylaw, unless otherwise approved by the Development Officer. Off-street parking shall be as stated in this Bylaw except:

1. For any sports facility, one space for each pair of potential participants and one space for each four spectator seats.

L. OTHER REQUIREMENTS

1. Storage:

It is intended that all storage of goods and equipment be contained indoors, however limited outside storage may be approved by the Development Officer if properly screened so as to not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.

2. Outdoor Lighting:

Precautions must be taken to ensure that outside lighting does not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.

3. Signs:

All signs are subject to the approval of the Development Officer. In considering a development permit application for a sign, the Development Officer shall ensure that the proposed sign is consistent with the natural and historical setting of the area, as outlined in the *Nordegg Development Plan* and associated *Design Guidelines*, and shall have due regard to the visual impact of the sign in relation to features of the site and the surrounding area.

4. Electrical Service:

All electrical service from the transformer to the dwelling or other building shall be underground.

5. Excavation:

No excavation shall be permitted or carried out on any property except as required for the construction of buildings, or the installation of utilities, or for landscaping. No sand, gravel, or earth shall be removed except as required for the aforesaid purposes.

6. Refuse and Fire Pits:

All garbage and refuse shall be properly stored in closed containers in a sanitary manner so as not to cause any odor or nuisance. No garbage or refuse other than vegetation removed when clearing land shall be burned

and only after obtaining the necessary permit. No incinerators or burn barrels shall be permitted. Fire pits are to be constructed according to Alberta's provincial forest service standards and are subject to all Provincial open fire bans.

7. Visual Integrity:

No abandoned vehicles, machinery, or other unsightly items shall be kept or stored on any property, except within a building, with the intent that all properties shall be kept in a neat, clean, and presentable condition.

8. Miscellaneous:

Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

M. DESIGN REVIEW PROCESS

1. A design review process and design review checklist similar to that outlined in the *Nordegg Development Plan – Design Guidelines* shall be adopted by the Development Officer in the review of any proposed development. The review process and checklist may be updated on occasion, at the discretion of the Development Officer, to meet changing circumstances and to maintain the original intent of the review process and checklist. The design review process shall be required on:

- (a) All new construction and site development;
- (b) All exterior alterations;
- (c) Any alterations to site improvements;
- (d) All public projects and improvements;
- (e) Any other development or improvement as deemed by the Development Officer.

2. The main elements of the design review process shall include:

- (a) A development permit pre-application meeting of the proponent with the Development Officer;
- (b) Review of the development permit application package by the Development Officer, with input from design professionals and/or other individuals, groups, or committees deemed necessary, in an advisory role;
- (c) Review of the development permit application by the Development Officer using evaluation criteria in a checklist format, or other format as deemed appropriate by the Development Officer, as developed in the *Nordegg Development Plan* and associated *Design Guidelines*. The *Nordegg Development Plan* and associated *Design Guidelines* shall be considered a tool in the evaluation process, and the Development Officer may use discretion in applying the guidelines and intent of the document to any specific development or improvement;
- (d) The design review checklist, or equivalent document, shall be utilized by the applicant and the Development Officer when reviewing and evaluating the proposed development or improvement in regard to design;

- (e) The applicant shall provide sufficient evidence, plans, and drawings, as requested by the Development Officer, that illustrate the appearance of proposed building(s), improvement(s), or development(s), and to confirm they meet the intent of the *Nordegg Development Plan* and associated *Design Guidelines*, and the historic treatment requirements where necessary;
- (f) When considering the approval of an application for a development permit, the Development Officer must, among other things, be satisfied that the proposed development or improvement maintains consistency with Nordegg's historic legacy and natural mountain setting, while conforming to the spirit of the *Nordegg Development Plan* and associated *Design Guidelines*.

13.4 (22) NORDEGG SERVICE COMMERCIAL "NSC"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE COMMERCIAL TOURIST SERVICES DEVELOPMENT WITHIN THE HAMLET OF NORDEGG, SPECIFICALLY ESSENTIAL SERVICES FOR THE TRAVELLING PUBLIC.

A. PERMITTED USES

1. Convenience store
2. Gas bar
3. Restaurant, coffee shop or cafe

B. DISCRETIONARY USES

1. Ancillary buildings
2. Cannabis retail sales
3. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
4. Dwelling unit ancillary and subordinate to the principal use provided it is incorporated in the same building above the ground floor and the total floor area of the dwelling unit is less than the floor area used for other purposes
5. Hotel, motel, licensed premises
6. Laundromat
7. Other similar uses approved by the Development Officer

C. ACCEPTABLE LOT SIZE

Minimum 300 square metres (3,230 sq. ft.) with a frontage width of at least 10 metres (33 feet).

D. MINIMUM TOTAL FLOOR AREA

As required by the Development Officer.

E. MINIMUM DEPTH OF FRONT YARD

1. If Parking Proposed at front of property

Unless otherwise required by the Development Officer, where on-site parking is proposed for the front of property, the minimum setback is 23.0 metres (75 feet) to accommodate a minimum 6.0 metre (20 foot) landscaped buffer, plus a single row of nose-in parking, and a 3.0 metre (10 foot) boardwalk.

2. If No Parking Proposed at front of property

Unless otherwise required by the Development Officer, where no on-site parking is proposed for the front of property, the minimum setback is 5.0 metres (16 feet) to accommodate a 2.0 metre (6 foot) landscaped buffer and a 3.0 metre (10 foot) boardwalk.

- F. MINIMUM WIDTH OF SIDE YARD
 Unless otherwise required by the Development Officer, side yards shall be minimum 1.5 metres (5 feet) except for a corner site where the side yard shall be determined as though it were a front yard.
- G. MINIMUM DEPTH OF REAR YARD
 3.0 metres (10 feet) unless otherwise required by the Development Officer.
- H. MAXIMUM HEIGHT OF BUILDING
 2½ storeys to maximum 9.14 metres (30 feet) unless otherwise approved by the Development Officer.
- I. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
 2. To maintain continuity throughout the Nordegg townsite, any development and associated structures and features shall conform to the *Nordegg Development Plan* and the associated *Nordegg Development Plan – Design Guidelines*. Special attention shall be made to key design and landmark elements, including but not limited to, building facades, lighting, streetscapes, the trail system, road layout, road design, parking design, landscaping, landmarks, public amenities, disabled access, signage, lighting, and site furnishings. For future reference, the *Nordegg Development Plan* and the *Nordegg Development Plan – Design Guidelines* shall be synonymous and shall refer to the plan document as a whole.
 3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site and the historic treatment as outlined in the *Nordegg Development Plan* to the satisfaction of the Development Officer. Ancillary structures and additions shall be designed to complement the main building.
 4. A number of basic principles outlined in the *Nordegg Development Plan* that shall guide the Development Officer include:
 - (a) The architecture, lighting, and landmarks borrowed from the community’s history, incorporating elements of the old town, the mine, and the natural setting;
 - (b) Given the steep terrain within much of the community, development be especially sensitive to disabled access;
 - (c) Facilities consist of smaller, discrete buildings and building cells that offer optimal view corridors and a more comfortable “human” scale;
 - (d) Parking facilities consist of smaller scale nodes distributed throughout the community rather than large individual lots;

- (e) Where appropriate, parking facilities be appropriately screened or buffered from the street, or appropriately located behind or beside the primary structures;
 - (f) Public safety be considered in the development of lighting, walkways, and public access points.
5. Special historical treatments related to building architecture, landscaping, signage, and other key elements, as outlined in the *Nordegg Development Plan* and associated *Design Guidelines* shall be required as follows:
 - (a) Historic treatment shall be required within the “Primary Historic Treatment Area” as illustrated on Map No. 6 in the *Nordegg Development Plan*. This area is located along the primary route to the mine site, and includes the corridor from Highway 11 along Stuart Street into the historic Town Centre to the mine. Any additional areas along this route that are highly visible, at the discretion of the Development Officer, shall also adhere to the historic treatment requirements. The “Primary Historic Treatment Area” may be adjusted and increased at the discretion of the Development Officer subject to ongoing subdivision and redesignation;
 - (b) When considering permits for renovations, exterior building treatments, or additions to existing buildings or developments that do not currently conform to the *Nordegg Development Plan*, the Development Officer shall carry out a review and, where deemed appropriate, incorporate into any permit issued such requirements that allow conformance with the intent of the *Nordegg Development Plan* and any historical treatment. Owners of existing non-conforming developments shall be encouraged to bring facilities into conformance with the *Nordegg Development Plan*.
 6. All buildings shall be located, designed, and constructed in a manner to minimize the possibility of ignition from a wildfire and to minimize the spread of a structural fire to the wildland. All new development shall be required to utilize fire retardant roofing and exterior wall materials. Other regulations, guidelines, or development controls may be established by the Municipality for any new development within this District. Developed guidelines, such as “FireSmart” principles may be used at the discretion of the Development Officer to assess the appropriateness of any proposed development.
 7. Boardwalks shall be required to the satisfaction of the Development Officer in keeping with the *Nordegg Development Plan* and associated *Design Guidelines*.

J. LANDSCAPING

1. Approval to develop may be made subject to the Development Officer accepting a landscaping plan.
2. The Development Officer may require measures to retain natural vegetation and to protect sensitive soils on the site.

3. Any development may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.
4. Where two or more buildings are located on a lot, the separation distances between them may be at the discretion of the Development Officer.
5. For any developed area, the minimum surface area that may be retained free of buildings, roads, parking lots and other fixed roof or hard surface installations shall be 10% unless otherwise approved by the Development Officer.

K. OFF-STREET PARKING

All lots are required to provide adequate parking, as per item 6.17, of this Land Use Bylaw, unless otherwise approved by the Development Officer. As outlined in the *Nordegg Development Plan* and associated *Design Guidelines*, shared parking facilities between adjacent lots shall be required at the discretion of the Development Officer.

L. OTHER REQUIREMENTS

1. Storage:
It is intended that all storage of goods and equipment be contained indoors, however limited outside storage may be approved by the Development Officer if properly screened so as to not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area.
2. Outdoor Lighting:
Precautions must be taken to ensure that outside lighting does not interfere with adjoining uses or detract significantly from the natural features of the site and the surrounding area. Adequate lighting shall be provided to allow for security of pedestrian traffic.
3. Signs:
All signs are subject to the approval of the Development Officer. In considering a development permit application for a sign, the Development Officer shall ensure that the proposed sign is consistent with the natural and historical setting of the area, as outlined in the *Nordegg Development Plan* and associated *Design Guidelines* and shall have due regard to the visual impact of the sign in relation to features of the site and the surrounding area.
4. Electrical Service:
All electrical service from the transformer to the dwelling or other building shall be underground.
5. Excavation:
No excavation shall be permitted or carried out on any property except as required for the construction of buildings, or the installation of utilities, or for landscaping. No sand, gravel, or earth shall be removed except as required for the aforesaid purposes.

6. Refuse:
All garbage and refuse shall be properly stored in closed containers in a sanitary manner so as not to cause any odor or nuisance. No garbage or refuse other than vegetation removed when clearing land shall be burned and only after obtaining the necessary permit. No incinerators or burn barrels shall be permitted. Fire pits are not permitted.
7. Visual Integrity:
No abandoned vehicles, machinery, or other unsightly items shall be kept or stored on any property, except within a building, with the intent that all properties shall be kept in a neat, clean, and presentable condition.
8. Miscellaneous:
Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

M. DESIGN REVIEW PROCESS

1. A design review process and design review checklist similar to that outlined in the *Nordeg Development Plan – Design Guidelines* shall be adopted by the Development Officer in the review of any proposed development. The review process and checklist may be updated on occasion, at the discretion of the Development Officer, to meet changing circumstances and to maintain the original intent of the review process and checklist. The design review process shall be required on:
 - (a) All new construction and site development;
 - (b) All exterior alterations;
 - (c) Any alterations to site improvements;
 - (d) All public projects and improvements;
 - (e) Any other development or improvement as deemed by the Development Officer.
2. The main elements of the design review process shall include:
 - (a) A development permit pre-application meeting of the proponent with the Development Officer;
 - (b) Review of the development permit application package by the Development Officer, with input from design professionals and/or other individuals, groups, or committees deemed necessary, in an advisory role;
 - (c) Review of the development permit application by the Development Officer using evaluation criteria in a checklist format, or other format as deemed appropriate by the Development Officer, as developed in the *Nordeg Development Plan* and associated *Design Guidelines*. The *Nordeg Development Plan* and associated *Design Guidelines* shall be considered a tool in the evaluation process, and the Development Officer may use discretion in applying the guidelines and intent of the document to any specific development or improvement;
 - (d) The design review checklist, or equivalent document, shall be utilized by the applicant and the Development Officer when reviewing and

evaluating the proposed development or improvement in regard to design;

- (e) The applicant shall provide sufficient evidence, plans, and drawings, as requested by the Development Officer, that illustrate the appearance of proposed building(s), improvement(s), or development(s), and to confirm they meet the intent of the *Nordegg Development Plan* and associated *Design Guidelines*, and the historic treatment requirements where necessary;
- (f) When considering the approval of an application for a development permit, the Development Officer must, among other things, be satisfied that the proposed development or improvement maintains consistency with Nordegg's historic legacy and natural mountain setting, while conforming to the spirit of the *Nordegg Development Plan* and associated *Design Guidelines*.

13.4 (23) NORDEGG INDUSTRIAL DISTRICT "NI"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE INDUSTRIAL OPERATIONS APPROPRIATE FOR THE RURAL WEST COUNTRY IN THE VICINITY OF THE TOWNSITE OF NORDEGG.

A. PERMITTED USES

1. Public works garage and maintenance facilities
2. Public utility building or public facility required to serve this district

B. DISCRETIONARY USES

1. Ancillary building and uses
2. Asphaltic mix manufacture
3. Auto-wrecking and salvage
4. Automobile repair, cleaning, servicing, testing, and/or towing
5. Automobile sales and rentals
6. Bottle return depot
7. Bulk fuel, oil, fertilizer, feed and chemical storage and sales
8. Business office as part of main building or ancillary building in support of the principal use on a lot, and clearly supportive of the primary uses within this district
9. Cannabis production facility
10. Commercial uses and sales secondary to the principal use on a lot, and clearly supportive of the primary uses within this district
- ~~11. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television, and other communications tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
- ~~12.11.~~ Consignment, rental, sales and storage of industrial/agricultural equipment, vessels, structures, vehicles, tanks and pipes
- ~~13.12.~~ Construction camp as primary use (~~permanent~~)
- ~~14.13.~~ Construction camp as secondary use (~~temporary~~)
- ~~15.14.~~ Excavation, stripping, clearing, and/or grading associated with a bona fide improvement on a lot within the immediate area of this District, but not intended for sale or hauling of excavated materials outside of this District
- ~~16.15.~~ Gravel storage
- ~~17.16.~~ Greenhouses and nurseries
- ~~18.17.~~ Heavy industry contractors
- ~~19.18.~~ Household, mini, and/or self-storage facilities
- ~~20.19.~~ Industrial/agricultural equipment maintenance and repair
- ~~21.20.~~ Industrial/agricultural fabrication and machining operations
- ~~22.21.~~ Industrial/agricultural trucking and related facilities, including but not limited to, storage, warehousing, maintenance and repair
- ~~23.22.~~ Industrial equipment storage
- ~~24.23.~~ Manufacturing facilities
- ~~25.24.~~ Outdoor storage

- ~~26:25.~~ Recreational and commercial vehicle repair, service, sales and rental
- ~~27:26.~~ Recycling depot
- ~~28:27.~~ Redi-mix concrete plant
- ~~29:28.~~ Security ~~/surveillance suite or gatekeepers suite or custodial quarters (temporary) as part of the principal use building or ancillary building~~
- ~~30:29.~~ Support facilities for petroleum refining, gas processing, upgrading plants or related installations, but not including the primary facilities themselves
- ~~31:30.~~ Storage, display and sales lot for pre-fabricated buildings and recreation vehicles
- ~~32:31.~~ Timber and lumber milling and storage
- ~~33:32.~~ Tire sales and service
- ~~34:33.~~ Tradesperson's business, ~~including contractors for plumbing, heating, electrical, carpentry, masonry, mechanical, auto body and painting, excavation, construction, household repair services, trucking and the like~~
- ~~35:34.~~ Warehouse
- ~~36:35.~~ Other similar uses deemed appropriate and approved by the Development Officer

C. MINIMUM AND MAXIMUM LOT SIZE

Minimum Lot Size: 0.60 hectares (1.5 acres) unless otherwise approved by the Development Officer.

Maximum Lot Size: 3.50 hectares (8.6 acres) unless otherwise approved by the Development Officer.

D. MINIMUM TOTAL FLOOR AREA

Ancillary buildings - Suitable and appropriate for the intended use.

All other development - At the discretion of the Development Officer.

E. MAXIMUM TOTAL FLOOR AREA

As determined by the Development Officer.

F. MINIMUM DEPTH OF FRONT YARD

1. 15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations.

2. Where there is a service road next to a primary highway, the minimum front yard depth shall be determined by the Development Officer.

G. MINIMUM WIDTH OF SIDE YARD

7.5 metres (25 feet), except for a corner parcel, where the minimum side yard adjacent to a public road shall be determined as though it were a front yard, although Section 6.5 of the Land Use Bylaw applies.

H. MINIMUM DEPTH OF REAR YARD

7.5 metres (25 feet) unless otherwise approved by the Development Officer.

NOTE: An industrial development having characteristics, which are offensive due to noise, dust, odor or appearance, may be required to locate at a greater distance from any property line than stated in subsections F, G and H, at the discretion of the Development Officer.

I. MAXIMUM HEIGHT OF BUILDINGS

As determined by the Development Officer.

J. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. New construction only, with the exterior completed using acceptable finishing materials approved by and to the satisfaction of the Development Officer.
2. All buildings shall be located, designed, and constructed in a manner to minimize the possibility of ignition from a wildfire and to minimize the spread of a structural fire to the wildland. All new development shall be required to utilize fire retardant roofing and exterior wall materials such as, but not limited to, metal or tile shingles (for roofs) and stucco, rock, brick, aluminum or other metal siding (for exterior walls). Wooden shakes and asphalt shingles shall be prohibited for use as roofing material on any structure within this district. Other regulations, guidelines, or development controls may be established by the Municipality for any new development within this District. Developed guidelines, such as "FireSmart" principles, may be used at the discretion of the Development Officer to assess the appropriateness of any proposed development.
3. Where two or more buildings are located on a lot, the separation distances between them may be at the discretion of the Development Officer, and, as a minimum, separation between buildings and construction of separating walls shall be in accordance with the Alberta Building Code.

K. LANDSCAPING & SCREENING

1. In addition to other provisions of this Bylaw, any approved use may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.
2. Reclamation to standards acceptable to the Development Officer may be required following any land surface disturbing operation.

J. CONSTRUCTION CAMPS

Permanent residential uses, camping, or campgrounds are not intended for this district. Construction camps are intended to house construction crews, work crews, individual workers, and/or support staff on a shift-by-shift basis. Construction camps are considered as discretionary uses and shall be considered by the Development Officer based upon the following criteria:

1. Construction Camp as Primary Use:

Includes a construction camp or work camp that is intended as the ultimate and primary use of a lot. Such a camp is intended as a permanent, ongoing operation and shall conform to the following:

- (a) Consist of portable and movable accommodation units or trailers, with or without kitchen facilities;
- (b) Provide adequate potable water and sanitation facilities to the satisfaction of the Development Officer, and to meet Provincial requirements. All sewage disposal shall be conducted by means of holding tanks or some other Provincially approved system;
- (c) May operate as third-party rental accommodations to house workers on a temporary, part-time, or shift-by-shift basis;
- (d) Not house individual workers or residents on a full-time, ongoing, or permanent basis;
- (e) Not house immediate or extended family members that are not bona fide workers or staff in support of the operation;
- (f) Have siting of and setbacks from accommodations to the satisfaction of the Development Officer and to take into account adjacent land uses and operations.

2. Construction Camp as Secondary Use:

Includes a construction camp or work camp that is not established as the ultimate and primary use of a lot. Such a camp is secondary in nature to the primary use, and shall conform to the following:

- (a) Consist of portable and movable accommodation units or trailers, with or without kitchen facilities;
- (b) Provide adequate potable water and sanitation facilities to the satisfaction of the Development Officer, and to meet Provincial requirements. All sewage disposal shall be conducted by means of holding tanks or some other Provincially approved system;
- (c) Be occupied by bona fide employees, staff or personnel directly related to or employed by the primary use or employer on a lot;
- (d) Not be used as third-party rental accommodations;
- (e) Not house individual workers or residents on a full-time, ongoing, or permanent basis;
- (f) Not house immediate or extended family members that are not bona fide workers or staff in support of the operation, primary use, or employer on a lot;
- (g) Have siting of and setbacks from accommodations to the satisfaction of the Development Officer and to take into account adjacent land uses and operations;
- (h) Require temporary development permits that shall not to be issued for a period greater than 12 month duration unless a new application for a development permit is made.

M. OTHER REQUIREMENTS

1. Excavation:

No excavation shall be permitted or carried out on any property except as required for the construction of buildings, or the installation of utilities, or for landscaping, or approved site grading.

2. Site Grading Plan:
The applicant shall supply to the Development Officer, at the time of application for a development permit, a site grading plan to the satisfaction of the Development Officer.
3. Refuse:
All garbage and refuse shall be properly stored in closed weatherproof and animal proof containers in a sanitary manner so as not to cause any odor or nuisance, and shall be visually screened from all adjacent sites and public thoroughfares. No garbage or refuse other than vegetation removed when clearing land shall be burned and only after obtaining the necessary permit. No incinerators or burn barrels shall be permitted. Fire pits are not permitted.
4. Environmental:
Specific conditions addressing environmental constraints may be applied to any development within the area.
 - (a) The applicant shall supply to the Development Officer, at the time of application for a development permit, a stormwater management plan and an erosion and sediment control plan to the satisfaction of the Development Officer and meeting applicable Provincial and Federal requirements.
 - (b) The applicant shall supply to the Development Officer, at the time of application for a development permit relevant information describing any noxious, dangerous, or offensive feature of the proposed development in relation to airborne pollutants or odors, noise, and release of any toxic, radioactive or environmentally hazardous materials, and an acceptable plan describing methods and/or facilities to mitigate such a feature.
 - (c) At the discretion of the Development Officer, uses which involve the storage of hazardous materials may be considered where the Development Officer is satisfied contaminants can be safely stored and contained on site.
 - (d) Industrial uses that emit significant airborne pollutants or noxious odors, or that have unacceptable fire or explosive risks, shall not be allowed within the District. No use or operation shall cause or create the emission of odorous matter or vapor or toxic matter in amounts or quantities that exceed the level prescribed by the Province of Alberta within the Clean Air Act and the regulations pursuant thereto.
 - (e) Applications for development, which may produce smoke, fumes, noise, vibration, dust, or odors, or involve the use of highly flammable chemical materials, shall be referred to Alberta Environment and other agencies for their respective comments to the satisfaction of the Development Officer.
 - (f) No use or operation shall cause or create any conditions which may be objectionable or dangerous beyond the boundary line of the site which

contains it, such as related to noise, odor, earthborne vibrations, heat, or high brightness light sources.

- (g) Applications for approval of a use employing flammable chemical materials shall be accompanied by the plan approved by the Provincial Fire Marshall.

5. Storage Vessels:

Any storage vessel with a water capacity exceeding 7570 litres (1,660 imperial gallons) containing liquified petroleum or similar products shall meet all applicable Federal or Provincial safety standards, and shall be set back at least 15.0 metres (50 feet) from all property lines.

6. Signs:

All signs are subject to the approval of the Development Officer.

7. Temporary Uses:

Permanent residential uses are not intended for this district. Security or ~~gatekeepers-surveillance~~ suites or custodial quarters, and ~~temporary~~ construction camps may be subject to, but not necessarily limited to, the following provisions in the issuing of a development permit, at the discretion of the Development Officer:

- (a) The primary use for a site be in place and active prior to allowing any form of ~~temporary~~ accomodations.
- (b) The ~~temporary~~ accomodation be demonstrated to be directly related to the primary use on the site, or be required for bone fide security purposes.
- (c) The maximum total floor area of the security or ~~gatekeepers-surveillance~~ suite or custodial quarters be limited to 40 square metres (430 sq. ft.), be limited to one only for any site, and be part of a principal use building or ancillary building, or as allowed otherwise at the discretion of the Development Officer.

~~(d) Temporary development permits for temporary uses shall not be issued for a period of greater than 12 month duration unless a new application for a development permit is made.~~

8. Fencing:

All fences are subject to the approval of the Development Officer.

9. Miscellaneous:

Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

13.4 (24) SAUNDERS ALEXO DISTRICT "SA"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE APPROPRIATE TYPES OF LAND USE AND DEVELOPMENT WITHIN THE SAUNDERS ALEXO DEVELOPMENT NODE IN ACCORDANCE WITH THE DAVID THOMPSON INTEGRATED RESOURCE PLAN, THE CORRIDOR DEVELOPMENT NODES VISION STATEMENT AND THE SAUNDERS ALEXO OUTLINE PLAN.

A. PERMITTED USES

1. Natural open spaces and uses

B. DISCRETIONARY USES

1. Ancillary buildings and uses
- ~~2. Building for cooking, dining, assembly, crafts and related activities~~
3. Campgrounds, recreational vehicle parks and related facilities
4. Caretakers/manager accommodation for security purposes where ancillary to an approved use
5. Cemetery
6. Commercial guest lodge, tourist resort, hotel, motel, cabins, hostel and other accommodations
- ~~7. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television and other communication or observation tower and building~~
8. Dude ranch or vacation farm
9. Equestrian ~~centre, riding facilities and outfitters base camps~~
10. Food concession, convenience or confection store
11. Golf course, driving range and clubhouse
12. Gravel and sand pit
13. Highway commercial uses catering to the travelling public
14. Highway maintenance yard
15. Historical and cultural interpretive centre
16. Heliport
17. Institutional, religious and educational camps and facilities
18. Intensive and extensive recreational facilities
19. Livestock-keeping in association with an approved use, including shelters
20. Miniature golf course
21. Off-road vehicle and trail development
- ~~22. Public utility: waste transfer station, sewage lagoon and sewage treatment facility, water treatment plant and associated facilities, public utilities and public utility buildings~~
23. Public and private open space including picnic and playgrounds
24. Public and quasi-public buildings and uses and government field office and installations
25. Restaurant and/or beverage lounge
26. River marina/access and approach

27. Scientific and academic research facility
28. Seasonal multiple staff accommodation where ancillary to an approved use
29. Shops and stores
30. Signs, approved by Alberta Transportation where applicable
31. Skiing developments
32. Other appropriate similar uses approved by the Development Officer

C. MINIMUM LOT OR LEASE AREA

1.0 hectare (2.5 acres) or as otherwise required by the Development Officer.
(Note: Also see Section I, below for permitted campground and cabin densities).

D. MINIMUM DEPTH OF FRONT YARDS

15 metres (50 feet) or as otherwise required by the Development Officer, but being subject to Section 10.3 and Figures 1 to 47 of the Supplementary Regulations of this Bylaw.

E. MINIMUM DEPTH OF SIDE YARD

6 metres (20 feet) or as otherwise required by the Development Officer, but being subject to Section 10.3 and Figures 1 to 47 of the Supplementary Regulations of this Bylaw.

F. MINIMUM DEPTH OF REAR YARD

7.5 metres (25 feet) or as otherwise required by the Development Officer.

G. MINIMUM TOTAL FLOOR AREA

1. 35 square metres (375 sq. ft.) for a detached cabin without a kitchenette, 40 square metres (430 sq. ft.) for a detached cabin with a kitchenette.
2. 95 square metres (1,000 sq. ft.) for a caretaker/manager accommodation, 75 square metres (800 sq. ft.) for a manufactured home.
3. Other buildings as required by the Development Officer.

H. HEIGHT OF BUILDINGS

8 metres (26 feet) or as otherwise required by the Development Officer.

I. DEVELOPMENT DENSITIES

1. The maximum allowable densities for campgrounds and recreational vehicle (RV) parks is 20 campsites per hectare (8 sites/acre) up to an area of 4 hectares (10 acres), thereafter, the maximum allowable density is 17 sites per hectare (7 sites/acre). If the campground or RV park facility is serviced by common piped water and/or sewage collection systems, the density may be increased as required by the Development Officer, with due regard to adjacent uses and for the need to retain adequate vegetation cover.
2. Pursuant to Subsection 1 above, each campsite shall contain a minimum area of 300 square metres (3,200 sq. ft.) and a minimum average width of 10 metres (33 feet) unless common piped water and/or sewer systems exist, whereby

minimum areas and widths may be decreased as required by the Development Officer.

3. The maximum allowable density for detached cabins is 15 units per hectare (6 units/acre). If the detached cabin facility is serviced by a communal water and/or wastewater system, with due regard to the impact on adjacent uses the Development Officer may approve a higher density.
4. Pursuant to Subsection 3 above, each detached cabin site shall contain a minimum area of 370 square metres (4,000 sq. ft.) and a minimum average width of 12 metres (40 feet) unless served by a communal water and/or wastewater system, whereby minimum areas and widths may be decreased, and therefore the density increased, as required by the Development Officer.
5. The maximum allowable density for other uses shall be as required by the Development Officer.

J. LOCATION OF DEVELOPMENT

1. Suitable locations for proposals for development are provided by the “*Saunders Alexo Development Node Outline Plan*”. Proposals for development must be consistent with the Outline Plan and be environmentally conforming to the natural features of the area. Attention must be given to the site topography, level of servicing and comply with the policies of the Outline Plan.
2. In determining the suitability of a site for a proposed development, in addition to the requirements provided in Part Three: Development Control and Permits, the developer at his own expense, may be required to undertake the following environmental tests and analysis; a topographic analysis, slope stability and engineering test, near surface groundwater and percolation test, potable water quantity and quality analysis and other tests and analysis, as required by the Development Officer, in addition to other respective Government Agencies.

K. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

The design, character and appearance of the buildings shall be new construction only, being appropriate for and compatible with the surrounding area and having the exterior completed to a standard and style and with using finishing materials as required by the Development Officer.

L. LANDSCAPING

1. Approval for development may be made conditional to the preparation of a landscape plan for the site by the applicant as required by the Development Officer, who may specify measures to retain natural vegetation, protect sensitive features and provide additional landscaping on the site.
2. The provision of adequate screening, buffering, fencing, berming and landscaping of a visually pleasing nature for a development may be required as determined by the Development Officer.
3. Where two or more buildings are located on a lot or lease area, the separation distances between the buildings shall be as required by the Development Officer.

4. For any development area, the minimum surface area that may be retained free of buildings, roads, parking lots and other fixed roof or hard surface installations shall be 60% unless otherwise required by the Development Officer.

M. OFF-STREET PARKING

One space per guest room for recreational facilities; all other developments, as specified in Part Six: General Parcel and Development Regulations.

N. SIGNS AND ADVERTISING

Shall be appropriate and reflective of the natural character of the area and comply with Part Six: General Parcel and Development Regulations.

13.4 (25) SHUNDA GOLDEYE DISTRICT "SG"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE APPROPRIATE TYPES OF LAND USE AND DEVELOPMENT WITHIN THE SHUNDA GOLDEYE DEVELOPMENT NODE IN ACCORDANCE WITH THE DAVID THOMPSON IRP, THE CORRIDOR DEVELOPMENT NODES VISION STATEMENT AND THE SHUNDA GOLDEYE OUTLINE PLAN.

A. PERMITTED USES

1. Natural open spaces and uses

B. DISCRETIONARY USES

1. Ancillary buildings and uses
- ~~2. Building for cooking, dining, assembly, crafts and related activities~~
3. Campgrounds and related facilities
- ~~4. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television and other communication or observation tower and building~~
5. Commercial guest lodge, tourist resort, hotel, motel, cabins, hostel and other accommodations
6. Dude ranch or vacation farm
7. Equestrian ~~centre and riding facilities~~
8. Food concession, convenience or confection store
9. Golf course, driving range and clubhouse
10. Gravel and sand pit
11. Heliport
12. Highway commercial uses catering to the travelling public
13. Highway maintenance yard
14. Historical and cultural interpretive centre
15. Institutional, religious and educational camps and facilities
16. Intensive and extensive recreational facilities
17. Licensed premises
- ~~18.~~ Livestock-keeping in association with an approved use including shelters
- ~~19.~~ Local shops and stores, being complementary and secondary to Nordegg's commercial service centre status
- ~~19~~20. Miniature golf course
- ~~21. Public utility: waste transfer station, sewage lagoon and sewage treatment facility, water treatment plant and associated facilities, public utilities and public utility buildings~~
22. Public and private open space including picnic and playgrounds
23. Public and quasi-public buildings and uses and government field offices and installations
24. Restaurant and ~~/or beverage lounge~~
25. Seasonal multiple staff accommodation where ancillary to an approved use

26. ~~Security/surveillance suite Caretaker/manager accommodation for security purposes where ancillary to an approved use~~
 27. Scientific and academic research facility
 28. Signs, approved by the Alberta Transportation where applicable
 29. Skiing developments
 30. Trail development
 31. Other appropriate similar uses approved by the Development Officer
- C. MINIMUM LOT OR LEASE AREA
1.0 hectare (2.5 acres) or as otherwise required by the Development Officer.
(Note: Also see Section I, below for permitted campground and cabin densities).
- D. MINIMUM DEPTH OF FRONT YARDS
15 metres (50 feet) or as otherwise required by the Development Officer, but being subject to Section 10.3 and Figures 1 to ~~74~~ of the Supplementary Regulations of this Bylaw.
- E. MINIMUM DEPTH OF SIDE YARD
6 metres (20 feet) or as otherwise required by the Development Officer, but being subject to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations of this Bylaw.
- F. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) or as otherwise required by the Development Officer.
- G. MINIMUM TOTAL FLOOR AREA
1. 35 square metres (375 sq. ft.) for a detached cabin without a kitchenette, 40 square metres (430 sq. ft.) for a detached cabin with a kitchenette.
 2. 95 square metres (1000 sq. ft.) for a caretaker/manager accommodation, 75 square metres (800 sq. ft.) for a manufactured home.
 3. Other buildings as required by the Development Officer.
- H. HEIGHT OF BUILDINGS
8 metres (26 feet) or as otherwise required by the Development Officer.
- I. DEVELOPMENT DENSITIES
1. The maximum allowable densities for campgrounds and recreational vehicle (RV) parks is 20 campsites per hectare (8 sites per acre) up to an area of 4 hectares (10 acres), thereafter, the maximum allowable density is 17 sites per hectare (7 sites/acre). If the campground or RV park facility is serviced by common piped water and/or sewage collection systems, the density may be increased as required by the Development Officer, with due regard to adjacent uses and for the need to retain adequate vegetation cover.
 2. Pursuant to Subsection 1 above, each campsite shall contain a minimum area of 300 square metres (3,200 sq. ft.) and a minimum average width of 10 metres

(33 feet) unless common piped water and/or sewer systems exist, whereby minimum areas and widths may be decreased as required by the Development Officer.

3. The maximum allowable density for detached cabins is 15 units per hectare (6 units per acre). If the detached cabin facility is serviced by a communal water and/or wastewater system, the density may be increased as required by the Development Officer, with due regard to the impact on adjacent land uses.
4. Pursuant to Subsection 3 above, each detached cabin site shall contain a minimum area of 370 square metres (4,000 sq. ft.) and a minimum average width of 12 metres (40 feet) unless serviced by a communal water and/or wastewater system, whereby minimum areas and widths may be decreased, and therefore the density increased, as required by the Development Officer.
5. The maximum allowable density for other uses shall be required by the Development Officer.

J. LOCATION OF DEVELOPMENT

1. Suitable locations for proposals for development are provided by the “*Shunda Goldeye Outline Plan*”. Proposals for development must be consistent with the Outline Plan and be environmentally conforming to the natural features of the area, which is an appropriate use for the intended site. Attention must be given to the site topography, level of servicing and comply with the policies of the Outline Plan.
2. In determining the suitability of a site for a proposed development, in addition to the requirements provided in Part Three, Development Control and Permits, the developer at his own expense, may be required to undertake the following environmental tests and analysis; a topographic analysis, slope stability and engineering test, near surface groundwater and percolation test, potable water quantity and quality analysis and other tests and analysis, as required by the Development Officer, in addition to other respective Government Agencies.

K. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

The design, character and appearance of the buildings shall be new construction only, being appropriate for and compatible with the surrounding area and having the exterior completed to a standard and style and with using finishing materials as required by the Development Officer.

L. LANDSCAPING

1. Approval for development may be made conditional to the preparation of a landscape plan for the site by the applicant as required by the Development Officer, who may specify measures to retain natural vegetation, protect sensitive features and provide additional landscaping on the site.
2. The provision of adequate screening, buffering, fencing, berming and landscaping of a visually pleasing nature for a development may be required as determined by the Development Officer.

3. Where two or more buildings are located on a lot or lease area, the separation distances between the buildings shall be as required by the Development Officer.
4. For any development area, the minimum surface area that may be retained free of buildings, roads, parking lots and other fixed roof or hard surface installations shall be 60% unless otherwise required by the Development Officer.

M. OFF-STREET PARKING

One space per guest room for recreational facilities, all other developments, as specified in Part Six: General Parcel and Development Regulations.

N. SIGNS AND ADVERTISING

Shall be appropriate and reflective of the natural character of the area and comply with Part Six: General Parcel and Development Regulations.

13.4 (26) BIGHORN CANYON DISTRICT "BC"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE APPROPRIATE TYPES OF LAND USE AND DEVELOPMENT WITHIN THE BIGHORN CANYON DEVELOPMENT NODE IN ACCORDANCE WITH THE DAVID THOMPSON INTEGRATED RESOURCE PLAN, THE CORRIDOR DEVELOPMENT NODES VISION STATEMENT AND THE BIGHORN CANYON OUTLINE PLAN.

A. PERMITTED USES

1. Natural open spaces and uses

B. DISCRETIONARY USES

1. Ancillary buildings and uses
- ~~2. Building for cooking, dining, assembly, crafts and related activities~~
- ~~3.2. Campgrounds and related facilities~~
- ~~4.3. Commercial guest lodge, tourist resort, hotel, motel, cabins, hostel and other accommodations~~
- ~~5. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television and other communication or observation tower and building~~
- ~~6.4. Cross country skiing developments~~
- ~~7.5. Dude ranch or vacation farm~~
- ~~8.6. Equestrian centre and riding facilities~~
- ~~9.7. Food concession, convenience or confection store~~
- ~~10.8. Gravel and sand pit~~
- ~~11.9. Highway commercial uses catering to the travelling public~~
- ~~12.10. Historical and cultural interpretive centre~~
- ~~13.11. Institutional, religious and educational camps and facilities~~
- ~~14.12. Intensive and extensive recreational facilities~~
- ~~15.13. Livestock-keeping in association with an approved use including shelters~~
- ~~16.14. Miniature golf course~~
- ~~17.15. Public utility: waste transfer station, sewage lagoon and sewage treatment facility, water treatment plant and associated facilities, public utilities and public utility buildings~~
- ~~18.16. Public and private open space including picnic and playground~~
- ~~19.17. Public and quasi-public buildings and uses and government field offices and installations~~
- ~~20.18. Restaurant and/or beverage lounge~~
- ~~21.19. Security/ surveillance suite Caretaker/manager accommodation for security purposes where ancillary to an approved use~~
- ~~22.20. Scientific and academic research facility~~
- ~~23.21. Seasonal multiple staff accommodation where ancillary to an approved use~~
- ~~24.22. Shops and stores, appropriate for the area~~
- ~~25.23. Signs, approved by Alberta Transportation where applicable~~
- ~~26.24. Other appropriate similar uses approved by the Development Officer.~~

- C. MINIMUM LOT OR LEASE AREA
1.0 hectare (2.5 acres) or as otherwise required by the Development Officer.
(Note: Also see Section I, below for permitted campground and cabin densities).
- D. MINIMUM DEPTH OF FRONT YARDS
15 metres (50 feet) or as otherwise required by the Development Officer, but being subject to Section 10.3 and Figures 1 to ~~47~~ of the Supplementary Regulations of this Bylaw.
- E. MINIMUM DEPTH OF SIDE YARD
6 metres (20 feet) or as otherwise required by the Development Officer, but being subject to Section 10.3 and Figures 1 to ~~74~~ of the Supplementary Regulations of this Bylaw.
- F. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) or as otherwise required by the Development Officer.
- G. MINIMUM TOTAL FLOOR AREA
1. 35 square metres (375 sq. ft.) for a detached cabin without a kitchenette, 40 square metres (430 sq. ft.) for a detached cabin with kitchenette.
 2. 95 square metres (1,000 sq. ft.) for a manager/caretaker accommodation, 75 square metres (800 sq. ft.) for a manufactured home.
 3. Other buildings as required by the Development Officer.
- H. HEIGHT OF BUILDINGS
8 metres (26 feet) or as otherwise required by the Development Officer.
- I. DEVELOPMENT DENSITIES
1. The maximum allowable densities for campgrounds and recreational vehicles (RV) parks is 20 campsites per hectare (8 sites/acre) up to an area of 4 hectares (100 acres), thereafter, the maximum allowable density is 17 sites per hectare (7 sites/acre). If the campground or RV Park facility is serviced by common piped water and/or sewage collection systems, the density may be increased as required by the Development Officer, with due regard to adjacent uses and for the need to retain adequate vegetation cover.
 2. Pursuant to Subsection 1 above, each campsite shall contain a minimum area of 300 square metres (3,200 sq. ft.) and a minimum average width of 10 metres (33 feet) unless common piped water and/or sewer systems exist, whereby minimum area and widths may be decreased as required by the Development Officer.
 3. The maximum allowable density for detached cabins is 15 units per hectare (6 units/acre). If the detached cabin facility is serviced by a communal water

and/or wastewater system, the density may be increased as required by the Development Officer, with due regard to the impact on adjacent uses.

4. Pursuant to Subsection 3 above, each detached cabin site shall contain a minimum area of 370 square metres (4,000 sq. ft.) and a minimum average width of 12 metres (40 feet) unless serviced by a communal water and/or wastewater system, whereby minimum areas and widths may be decreased, and therefore the density increased, as required by the Development Officer.
5. The maximum allowable density for other uses shall be by the Development Officer.

J. LOCATION OF DEVELOPMENT

1. Suitable locations for proposals for development are provided by the "*Bighorn Canyon Outline Plan*". Proposals for development must be consistent with the Outline Plan and be environmentally conforming to the natural features of the area, which is an appropriate use for the intended site. Attention must be given to the site topography, level of servicing and comply with the policies of the Outline Plan.
2. In determining the suitability of a site for a proposed development, in addition to the requirements provided in Part Three: Development Control and Permits, the developer at his own expense, may be required to undertake the following environmental tests and analysis; a topographic analysis, slope stability and engineering test, near surface groundwater and percolation test, potable water quantity and quality analysis and other tests and analysis, as required by the Development Officer, in addition to other respective Government Agencies.

K. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

The design, character and appearance of the buildings shall be new construction only, being appropriate for and compatibly with the surrounding area and having the exterior completed to a standard and style and with using finishing materials as required by the Development Officer.

L. LANDSCAPING

1. Approval for development may be made conditional to the preparation of a landscape plan for the site by the applicant as required by the Development Officer, who may specify measures to retain natural vegetation, protect sensitive features and provide additional landscaping on the site.
2. The provision of adequate screening, buffering, fencing, berming and landscaping of a visually pleasing nature for a development may be required as determined by the Development Officer.
3. When two or more buildings are located on a lot or lease area, the separation distances between the buildings shall be as required by the Development Officer.
4. For any development area, the minimum surface area that may be retained free of buildings, roads, parking lots and other fixed roof or hard surface

installations shall be 60% unless otherwise required by the Development Officer.

M. OFF-STREET PARKING

One space per guest room for recreational facilities, all other developments, as specified in Part Six: General Parcel and Development Regulations.

N. SIGNS AND ADVERTISING

Shall be appropriate and reflective of the natural character of the area and comply with Part Six: General Parcel and Development Regulations.

13.4 (27) WHITEGOAT LAKES DISTRICT "WL"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE APPROPRIATE TYPES OF LAND USE AND DEVELOPMENT WITHIN THE WHITEGOAT LAKES DEVELOPMENT NODE IN ACCORDANCE WITH THE DAVID THOMPSON INTEGRATED RESOURCE PLAN, THE CORRIDOR DEVELOPMENT NODES VISION STATEMENT AND THE WHITEGOAT LAKES OUTLINE PLAN.

A. PERMITTED USES

1. Natural open spaces

B. DISCRETIONARY USES

1. Ancillary buildings and uses
- ~~2. Building for cooking, dining, assembly, crafts and related activities~~
3. Campgrounds and related facilities
- ~~4. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.). Radio, television and other communication or observation tower and building~~
5. Commercial guest lodge, tourist resort, hotel, motel, cabins, hostel and other accommodations
6. Craft and souvenir shops and stores
7. Cross country skiing developments
8. Equestrian centre and riding facilities
9. Food concession, convenience or confection store
10. Gravel and sand pit
11. Heliport
12. Highway commercial uses catering to the travelling public
13. Historical and cultural interpretive centre
14. Institutional, religious and educational camps and facilities
15. Intensive and extensive recreational facilities
16. Licensed premises
- ~~17. Miniature golf course~~
- ~~18. Public utility: waste transfer station, sewage lagoon and sewage treatment facility, water treatment plant and associated facilities, public utilities and public utility buildings~~
19. Livestock-keeping in association with an approved use, including shelters
20. Public and private open space including picnic and playgrounds
21. Public and quasi-public buildings and uses and government field offices and installations
22. Restaurant ~~and/or beverage lounge~~
- ~~23. Security/ surveillance suite Caretakers residence for security purposes where ancillary to an approved use~~
24. Signs, approved by Alberta Transportation where applicable
25. Scientific and academic research facility
26. Other appropriate similar uses approved by the Development Officer

- C. MINIMUM LOT OR LEASE AREA
1.0 hectare (2.5 acres) or as otherwise required by the Development Officer.
(Note: Also see Section I, below for permitted campground and cabin densities).
- D. MINIMUM DEPTH OF FRONT YARDS
15 metres (50 feet) or as otherwise required by the Development Officer, but being subject to Section 10.3 and Figures 1 to ~~4~~⁷ of the Supplementary Regulations of this Bylaw.
- E. MINIMUM DEPTH OF SIDE YARD
6 metres (20 feet) or as otherwise required by the Development Officer, but being subject to Section 10.3 and Figures 1 to ~~4~~⁷ of the Supplementary Regulations of this Bylaw.
- F. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) or as otherwise required by the Development Officer.
- G. MINIMUM TOTAL FLOOR AREA
1. 35 square metres (375 sq. ft.) for a detached cabin without a kitchenette, 40 square metres (430 sq. ft.) for a detached cabin with a kitchenette.
 2. 95 square metres (1,000 sq. ft.) for a manager/caretaker accommodation, 75 square metres (800 sq. ft.) for a manufactured home.
 3. Other buildings as required by the Development Officer.
- H. HEIGHT OF BUILDINGS
8 metres (26 feet) or as otherwise required by the Development Officer.
- I. DEVELOPMENT DENSITIES
1. The maximum allowable densities for campgrounds and recreational vehicle (RV) parks is 20 campsites per hectare (8 sites/acre) up to an area of 4 hectares (10 acres), thereafter, the maximum allowable density is 17 sites per hectare (7 sites/acre). If the campground or RV park facility is serviced by common piped water and/or sewage collection systems, the density may be increased as required by the Development Officer, with due regard to adjacent uses and for the need to retain adequate vegetation cover.
 2. Pursuant to Subsection 1 above, each campsite shall contain a minimum area of 300 square metres (3,200 sq. ft.) and a minimum average width of 10 metres (33 feet) unless common piped water and/or sewer systems exist, whereby minimum areas and widths may be decreased as required by the Development Officer.
 3. The maximum allowable density for detached cabins is 15 units per hectare (6 units/acre). If the detached cabin facility is serviced by a communal water

and/or wastewater system, the density may be increased as required by the Development Officer, with due regard to the impact on adjacent uses.

4. Pursuant to Subsection 3 above, each detached cabin site shall contain a minimum area of 370 square metres (4,000 sq. ft.) and a minimum average width of 12 metres (40 feet) unless serviced by a communal water and/or wastewater system, whereby minimum areas and widths may be decreased, and therefore the density increased, as required by the Development Officer.
5. The maximum allowable density for other uses shall be as required by the Development Officer.

J. LOCATION OF DEVELOPMENT

1. Suitable locations for proposals for development are provided by the "*Whitegoat Lakes Outline Plan*". Proposals for development must be consistent with the Outline Plan and be environmentally conforming to the natural features of the area, which is an appropriate use for the intended site. Attention must be given to the site topography, level of servicing and comply with the policies of the Outline Plan.
2. In determining the suitability of a site for a proposed development, in addition to the requirements provided in Part Three, Development Control and Permits, the developer at his own expense, may be required to undertake the following environmental tests and analysis; a topographic analysis, slope stability and engineering test, near surface groundwater and percolation test, potable water quantity and quality analysis and other tests and analysis, as required by the Development Officer, in addition to other respective Government Agencies.

K. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

The design, character and appearance of the buildings shall be new construction only, being appropriate for and compatibly with the surrounding area and having the exterior completed to a standard and style and with using finishing materials as required by the Development Officer.

L. LANDSCAPING

1. Approval for development may be made conditional to the preparation of a landscape plan for the site by the applicant as required by the Development Officer, who may specify measures to retain natural vegetation, protect sensitive features and provide additional landscaping on the site.
2. The provision of adequate screening, buffering, fencing, berming and landscaping of a visually pleasing nature for a development may be required as determined by the Development Officer.
3. Where two or more buildings are located on a lot or lease area, the separation distances between the buildings shall be as required by the Development Officer.
4. For any development area, the minimum surface area that may be retained free of buildings, roads, parking lots and other fixed roof or hard surface

installations shall be 60% unless otherwise required by the Development Officer.

- M. OFF-STREET PARKING
One space per guest room for recreational facilities, all other developments, as specified in Part Six, General Parcel and Development Regulations.

- N. SIGNS AND ADVERTISING
Shall be appropriate and reflective of the natural character of the area and comply with Part Six, General Parcel and Development Regulations.

13.4 (28) DIRECT CONTROL DISTRICT "DC"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO AUTHORIZE AND ALLOW COUNCIL TO EXERCISE PARTICULAR AND SPECIFIC DIRECTION AND CONTROL OVER THE USE AND DEVELOPMENT OF LAND OR BUILDINGS IN PARTICULAR AREAS OF THE MUNICIPAL DISTRICT. THIS DISTRICT IS NOT INTENDED TO BE USED IN SUBSTITUTION FOR ANY OTHER LAND USE DISTRICT IN THIS BYLAW THAT COULD BE USED TO ACHIEVE THE SAME RESULT.

USES AND REQUIREMENTS

The determination of appropriate uses and applicable development requirements within an area designated as a Direct Control District shall be as established and prescribed by Council upon review and deliberation on a development proposal.

13.4 (29) PUBLIC AIRPORT DISTRICT "PA"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO PROVIDE AN AREA THAT PROVIDES FOR THE SAFE AND EFFECTIVE OPERATION OF A SMALL SCALE PUBLIC AIRPORT.

A. PERMITTED USES

1. Ancillary uses and ancillary buildings
2. Airport
3. Airside commercial
4. Groundside commercial
5. Hangar
6. Public use
7. Temporary camp dwellings for use by seasonal staff on the Province's (Air Tanker Base Operations) lease
8. Signs, for onsite establishments only

B. DISCRETIONARY USES

1. Accessory dwelling unit
2. Eating establishment
3. Security/~~operator dwelling unit~~ surveillance suite

~~C. DEFINITIONS~~

~~For the purpose of this District:~~

- ~~1. "ACCESSORY DWELLING UNIT" means a building or a portion of a building containing one or more habitable rooms that constitute a self-contained living accommodation unit that is separate and subordinate to the primary use of the building or site.~~
- ~~2. "AIRSIDE COMMERCIAL" means commercial operations, including but not limited to charter flight services and flight schools, that require access to the airport runway and taxiways.~~
- ~~3. "AIRPORT COMMISSION" means the Airport Commission, established jointly by the Town of Rocky Mountain House and Clearwater County for the Rocky Mountain House (CYRM) Airport.~~
- ~~4. "EATING ESTABLISHMENT" means a building or part of a building where food is offered for sale or sold to the public for immediate consumption and may include such uses as a restaurant, café, cafeteria, coffee shop, or snack bar.~~
- ~~5. "GROUNDSIDE COMMERCIAL" means commercial operations, including but not limited to retail, recreational, rental, service, repair and light fabrication operations in support of the airport and its users that do not require access to airport runways and taxiways.~~

- ~~6. "HANGAR" means a private storage structure intended to house an airplane(s) and associated equipment. A hangar may include an accessory dwelling unit not intended for long term occupancy.~~
- ~~7. "SECURITY/OPERATOR DWELLING UNIT" means a detached or accessory dwelling unit intended for usage by a facility operator or for security purposes.~~
- ~~8. "TEMPORARY CAMP DWELLINGS" means temporary dwelling units intended to house temporary or seasonal workers on or near a worksite.~~

D. PARKING

1. Parking requirements will be determined at the discretion of the Rocky Mountain House Airport Commission at time of development permit application, based on the requirements stated in Section 6.17.

E. DEVELOPMENT REGULATIONS

1. Signage shall be limited to flush mounted signs affixed to a building face with a maximum area of 2 square metres (6.6 sq. ft.) advertising only on site operations. Signage shall be limited to 1 sign per lease, and shall not be lit, unless express permission has been granted by the Rocky Mountain House Airport Commission.
2. All development shall be setback 10 metres (32.8 feet) from any exterior property boundary of the CYRM site
3. Setbacks on individual lease lots will be determined at the discretion of the Rocky Mountain House Airport Commission at time of development permit application.

F. ACCESSORY DWELLING UNITS

For the purposes of this District,

1. Approval of accessory dwelling units is at the discretion of the Rocky Mountain House Airport Commission.
2. Accessory dwelling units are subject to the Safety Codes Act.

G. PROCEDURE

1. The Development Authority will not accept or process any development permit application occurring at the CYRM Airport unless the application has been authorized by the Rocky Mountain House Airport Commission. No permit for development in the Public Airport District will be issued without Airport Commission consent.
2. The Development Officer shall send notification of any development permit application and notice of decision occurring at the CYRM Airport to the Town of Rocky Mountain House.

13.4 (30) RECREATION RESIDENTIAL DISTRICT "RR"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE SMALLER DETACHED DWELLINGS ON PRIVATELY OWNED PARCELS IN A CLUSTERED SUBDIVISION.

A. PERMITTED USES

1. Detached dwelling
2. Ancillary buildings.

B. DISCRETIONARY USES

1. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
2. Playground or outdoor recreation facility to serve this district.
3. Public buildings or use.

C. ACCEPTABLE LOT SIZE

1. For a detached dwelling: 0.91 hectares to 1.46 hectares (2.25 acres to 3.6 acres) unless:
 - (a) an applicable statutory plan or outline plan in accordance with Section 6.2.20 of the Municipal Development Plan provides for a parcel size between 1 to 1.5 hectares (2.5 to 4 acres) with a minimum mean lot width of 50 metres (165 feet); or
 - (b) for a parcel created prior to the adoption of the Municipal Development Plan, 1 to 1.5 hectares (2.5 to 4 acres) with a minimum mean lot width of 50 metres (165 feet).
2. For any other use: as required by the Development Officer.

D. MAXIMUM FLOOR AREA

1. For a detached dwelling the maximum ground floor area shall be no more than 93 square metres (1,000 sq. ft.).
2. A detached dwelling may also have a loft/second floor which shall be no larger than 42 square metres (452 sq. ft.).
3. For any other use: as required by the Development Officer.

E. MINIMUM FLOOR AREA

1. For a detached dwelling the minimum ground floor area shall be not less than 32.5 square metres (350 sq. ft.).

F. MINIMUM DEPTH OF FRONT YARD

- 7.5 metres (25 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to ~~4~~7 of the Supplementary Regulations.

- G. MINIMUM WIDTH OF SIDE YARD
5 metres (15 feet) except for a corner site where the side yard shall be determined as though it were a front yard.
- H. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) unless otherwise approved by the Development Officer.
- I. MAXIMUM HEIGHT OF BUILDINGS
1. Detached dwelling: 9 metres (29.5 feet).
 2. Ancillary building: 5 metres (16 feet).
 3. All other buildings: as required by the Development Officer.
- J. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
1. A detached dwelling shall be of new construction and the architecture, exterior finish, materials and appearance of buildings shall complement the natural features and character of the site.
 2. The Development Officer may require buildings to be of certain construction materials in order to comply with “*FireSmart*” principles.
- K. LANDSCAPING
1. Notwithstanding any other provision contained in this Bylaw, landscaping shall be to standards acceptable to the Development Officer with the purpose of achieving an acceptable blend of natural and decorative landscaping designed to complement the natural features of the area within which the development is located.
 2. The clearing of vegetation and replacement with landscaping, including landscaping using specified materials, may be required by the Development Officer in order to meet “*FireSmart*” principles.

13.4 (31) RESIDENTIAL ESTATE DISTRICT "RE"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE RESIDENTIAL DEVELOPMENT, OUTSIDE OF A HAMLET SETTING, WHICH IS SERVED BY A COMMUNAL WATER AND/OR WASTEWATER SYSTEM, WHILE NOT PERMITTING ANY AGRICULTURAL PURSUITS.

A. PERMITTED USES

1. Detached dwelling
2. Ancillary buildings

B. DISCRETIONARY USES

- ~~1. Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
- 2.1. Home occupation
- 3.2. Local community centre or hall
- 4.3. Park, playground and/or other outdoor recreation facilities
- 5.4. Public building or use
- 6.5. Utility building

C. ACCEPTABLE LOT SIZE

1. For residential use:
 - (a) residential estate parcels with both communal water and wastewater services: a minimum of 0.20 hectares (0.50 acres) and a maximum of 0.61 hectares (1.50 acres); and
 - (b) residential estate parcels with a communal water system and individual engineered wastewater systems approved by the appropriate Provincial Government department and Clearwater County: a minimum of 0.50 hectares (1.25 acres) and a maximum of 0.81 hectares (2.00 acres).
2. For non-residential uses, as required by the Development Officer subject to a minimum lot frontage of 15 metres (50 feet).

D. MINIMUM FLOOR AREA

1. Detached dwelling: main floor - 93 square metres (1,000 sq. ft.).
2. Other buildings: as required by the Development Officer.

E. MINIMUM DEPTH OF FRONT YARD

7.5 metres (25 feet).

F. MINIMUM DEPTH OF REAR YARD

12 metres (40 feet).

G. MINIMUM WIDTH OF SIDE YARD

1. A side yard abutting a street: 6 metres (20 feet).
2. A side yard abutting another side, front or rear yard: 3 metres (10 feet).

H. MAXIMUM HEIGHT OF BUILDINGS

1. Detached dwelling: 8 metres (26 feet).
2. Ancillary buildings: 5 metres (16 feet).

I. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards by the County and shall complement the natural features and character of the site to the satisfaction of the Development Officer.
3. Ancillary buildings and additions shall be designed to complement the detached dwelling.

13.4 (32) NORDEGG LOW DENSITY RESIDENCE DISTRICT "NLDR"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE THE DEVELOPMENT OF PRIVATE DWELLINGS AND SECONDARY SUITES IN THE HISTORIC TOWN CENTRE OF NORDEGG.

FURTHER THIS DISTRICT HAS SPECIFIC REQUIREMENTS FOR LANED AND LANELESS TYPE LOTS.

A. PERMITTED USES

1. Detached single family dwelling

B. DISCRETIONARY USES

1. Artist studio within dwelling or private garage
2. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
3. Guest cottage
4. Private garage
5. Secondary suite over a private garage
6. One ancillary building (shall be incidental to a permitted use and may be described as a wood shed, tool shed, personal workshop, equipment enclosure, gazebo, conservatory or greenhouse)

~~* See Subsection K. Definitions~~

C. MINIMUM HABITABLE FLOOR AREA

1. For detached single family dwelling, 75 square metres (807 sq. ft.) on the ground floor.
2. Other buildings as required by the Development Officer.

D. BUILDING HEIGHT

Unless otherwise approved by the Development Officer:

1. Dwellings shall be minimum 1 storey, maximum 2.5 storeys except dwellings on corner lots shall be less than 2 storeys.
2. Minimum and maximum building heights shall be measured in numbers of storeys. Each storey is not to exceed 2.7 metres (9 feet) floor to ceiling.
3. Notwithstanding the above, the maximum overall height of a dwelling shall not exceed 9.5 metres (31 feet) from the lots average grade elevation.
4. Detached garages shall be less than 2 storeys.
5. Covered walkways between garage and dwelling shall not exceed height of the garage.

E. PERMITTED ENCROACHMENTS

1. Porches are required in the front of a dwelling and shall not extend more than 2.4 metres (7.9 feet) into the front yard setback.

2. Balconies, stoops, bay windows, covered walkways, stairs, handicapped ramps, and window wells are allowed:
 - (a) a maximum of 2.4 metres (7.9 feet) from the front of a dwelling; and
 - (b) on a corner lot, a maximum of 2.0 metres (6.6 feet) from the side of a dwelling.
3. Landmark lighting, benches and trees shall be located within 3.5 metres (12 feet) from a boulevard.

F. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
2. No dwelling shall be a manufactured home. A modular home is permitted provided it meets all the requirements of this land use district.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site and Nordegg's surroundings to the satisfaction of the Development Officer. The municipality may, where it desires, establish specific detailed architectural control guidelines and/or development guidelines for any new development within this district.
4. No two similar elevations or colors shall be within 4 properties of one another on the same side of the street or across the street.
5. Dwelling front entry must be facing the street.
6. All development shall be reviewed in accordance with the Hamlet of Nordegg Low Density Residence District (NLDR) Architectural Guidelines in conjunction with the Nordegg Development Plan and the associated Nordegg Development Plan - Design Guidelines.
7. Dwellings and garages shall be constructed on permanent foundations.
8. The exterior finish of any building shall be fully completed and finished within 12 months from the date of commencement of construction of the dwelling.
9. Any building constructed, erected, or placed on the property shall be constructed to conform to all Federal, Provincial, and Municipal statutes, bylaws, and regulations, and shall be of sound workmanlike construction with an expected life of at least 25 years.
10. Connection to municipal water and wastewater is required on each lot. No private water wells are permitted. No private sewage treatment systems are permitted.
11. All buildings shall be located, designed, and constructed in a manner to minimize the possibility of ignition from a wildfire and to minimize the spread of a structural fire to the wildland. All exterior building materials shall be in accordance with the Hamlet of Nordegg Low Density Residence District (NLDR) Architectural Guidelines.
12. Other regulations, guidelines, or development controls may be established by the municipality for any new development within this district.

G. LANDSCAPING AND FENCING

1. Development approval of landscaping may be subject to a standard acceptable to the Development Officer. The clearing of vegetation will be controlled through development permits, which may also require landscaping to assist the retention of the natural visual quality of Nordegg.
2. No excavation shall be permitted or carried out on any property except as required for the construction of buildings, or the installation of utilities, or for landscaping. No sand, gravel, or earth shall be removed except as required for the aforesaid purposes.
3. Fencing shall be as required in the Hamlet of Nordegg Low Density Residence District (NLDR) Architectural Guidelines.

H. OTHER REQUIREMENTS

1. Parking spaces shall be provided as per the Nordegg Development Plan – Design Guidelines. Parking spaces shall be no less than 2.5 metres by 5.5 metres (8.2 feet by 18 feet). One parking space is required where net residential area is less than 90 m² (969 sq. ft.), two if greater than 90 m² (969 sq. ft.).
2. No holiday trailer/recreation vehicle or commercial vehicle may be parked or stored on a lot in the Nordegg Low Density Residence District “NLDR”.
3. All signs are subject to the approval of the Development Officer. In considering a development application for a sign, the Development Officer shall ensure that the proposed sign is consistent with the natural setting of the area and shall have due regard to the visual impact of the sign in relation to features of the site and the surrounding area.
4. Garbage/refuse containers shall be located within lane right-of-way or inside garage. All garbage/refuse and recycling shall be properly stored in closed weatherproof and bear resistant containers in a sanitary manner so as not to cause any odor or nuisance.
5. Composting is not permitted.
6. No person shall knowingly leave or store any refuse, food product, pet food, birdseed, grain or salt in a manner which could constitute a lure, attraction or enticement of wildlife.
7. No person may accumulate, store or collect any wildlife attractants in a manner that poses or may pose a risk to the safety of any person.
8. No animals shall be kept on the property except a maximum of two cats and two dogs. All animals shall be restrained and kept within the property of the owner of such pets, so as not to cause any nuisance, annoyance, or excessive noise.
9. No abandoned vehicles, machinery, or other unsightly items shall be kept or stored on any property, except within a building, with the intent that all properties shall be kept in a neat, clean, and presentable condition.

10. No motorized vehicles of any type other than maintenance vehicles shall be used or operated on any trails or walking paths within the subdivision area.
11. Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

I. SITE SPECIFIC - LANED LOTS

1. Acceptable lot size:
For residential use, an area of at least 550 square metres (5,920 sq. ft.).
2. Lot coverage:
The maximum lot coverage is fifty percent (50%) of the area of a lot. Lot coverage shall be calculated by totaling the footprint of the dwelling and any other buildings allowed on the property.
3. Detached single family dwelling:
Building setback for detached single family dwelling with or without attached garage:
 - (a) from a front property line shall be a minimum of 5.0 metres (16.4 feet) and maximum of 6.0 metres (19.7 feet);
 - (b) from a rear property line shall be a minimum of 13.0 metres (42.6 feet);
 - (c) from a side property line on an internal lot shall be a minimum of 1.2 metres (4.0 feet); and
 - (d) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).
4. Private garage:
Unless otherwise approved by the Development Officer, a maximum of one private garage shall be located on a lot and shall be allowed only as a discretionary use. If allowed by the Development Officer, the following shall be adhered to:
 - (a) maximum floor area of 60 square metres (646 sq. ft.) or 60% of the footprint of the dwelling, whichever is less;
 - (b) garages and parking will be from the rear;
 - (c) no side driveways or parking in front yards shall be allowed;
 - (d) attached garages are considered part of the principal building and shall comply with setback provisions of a single family dwelling as stated above, except that:
 - i) attached garages shall be a minimum of 4.5 metres (14.8 feet) from the front of the dwelling;
 - (e) a private garage may contain a secondary suite in a loft over the private garage;
 - (f) setback requirements for detached garages:
 - i) shall be located a minimum of 6.0 metres (19.7 feet) from a dwelling;
 - ii) shall be a minimum of 6.0 metres (19.7 feet) from the rear property boundary;

- iii) without a loft shall be a minimum of 0.6 metres (2.0 feet) from the side property boundaries;
- iv) with a loft shall be a minimum of 1.2 metres (4.0 feet) from the side property boundaries; and
- v) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).

5. Guest cottage and ancillary building:

Unless otherwise approved by the Development Officer, a maximum of one ancillary building and one guest cottage shall be located on a lot and shall be allowed only as discretionary uses. If allowed by the Development Officer, the following shall be adhered to:

- (a) a guest cottage shall not exceed 37.2 square metres (400 sq. ft.) on the main floor and may contain a loft;
- (b) an ancillary building shall have a maximum floor area of 18.6 square metres (200 sq. ft.);
- (c) guest cottages and ancillary buildings:
 - i) shall be located to the rear of the dwelling;
 - ii) shall be located a minimum of 3.05 metres (10 feet) from the rear wall of the dwelling;
 - iii) shall be located a minimum of 6.0 metres (19.7 feet) from a rear property boundary;
 - iv) ancillary buildings shall be a minimum of 0.6 metres (2.0 feet) from the side property boundaries;
 - v) guest cottages shall be a minimum of 1.2 metres (4.0 feet) from the side property boundaries; and
 - vi) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).

J. SITE SPECIFIC - LANELESS LOTS

1. Acceptable lot size:

For residential use, an area of at least 330 square metres (3,500 sq. ft.).

2. Lot coverage:

The maximum lot coverage is fifty percent (50%) of the area of a lot. Lot coverage shall be calculated by totalling the footprint of the dwelling and any other buildings allowed on the property.

3. Detached single family dwelling:

Building setback for detached single family dwelling:

- (a) from a front property line shall be a minimum of 5.0 metres (16.4 feet) and a maximum of 6.0 metres (19.7 feet);
- (b) from a rear property line shall be a minimum of 6.0 metres (19.7 feet);
- (c) from a side property line shall be a minimum of 1.2 metres (4.0 feet); and

(d) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).

4. Private garage:

Unless otherwise approved by the Development Officer, a maximum of one private garage shall be located on a lot and shall be allowed only as a discretionary use. If allowed by the Development Officer, the following shall be adhered to:

- (a) garages shall be attached to the dwelling;
- (b) attached garages are considered part of the principal building and shall comply with setback provisions of a detached single family dwelling as stated above, except that:
 - i) garages shall be a minimum of 4.5 metres (14.76 feet) from the front of the dwelling;
- (c) maximum floor area of 26.8 square metres (288 sq. ft.); and
- (d) a private garage may contain a secondary suite in a loft over the private garage.

5. Guest cottage and ancillary building:

Unless otherwise approved by the Development Officer, a maximum of one ancillary building and one guest cottage shall be located on a lot and shall be allowed only as discretionary uses. If allowed by the Development Officer, the following shall be adhered to:

- (a) a guest cottage shall not exceed 37.2 square metres (400 sq. ft.) on the main floor and may contain a loft;
- (b) an ancillary building shall have a maximum floor area of 18.6 square metres (200 sq. ft.);
- (c) guest cottages and ancillary buildings:
 - i) shall be located to the rear of the dwelling;
 - ii) shall be located a minimum of 3.05 metres (10 feet) from the rear wall of the dwelling;
 - iii) ancillary buildings shall be a minimum of 0.6 metres (2.0 feet) from the rear and side property boundaries;
 - iv) guest cottages shall be a minimum of 1.2 metres (4.0 feet) from the rear and side property boundaries; and
- (d) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).

~~K. DEFINITIONS~~

~~“ARTIST STUDIO” means development used for the purpose of small scale, on-site, production of goods by hand manufacturing primarily involving the use of hand tools. Typical uses include pottery, ceramics, jewelry, toy manufacturing, sculpture and painting. An artist studio shall not include a gallery for the display and sale of items produced. An artist studio may be located within a dwelling or private garage.~~

~~“GUEST COTTAGE” means a building that is separate from the main building that contains sleeping accommodations, but no kitchen or cooking facilities, for the use of members of the family or temporary guests.~~

~~“SECONDARY SUITE” means a developed living accommodation contained within the loft of a private garage.~~

13.4 (33) NORDEGG MIXED USE RESIDENCE / RESORT COMMERCIAL DISTRICT "NMUR"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE THE DEVELOPMENT OF A MIX OF LOW DENSITY RESIDENTIAL USES AND SMALL SCALE RESORT ACCOMMODATIONS IN BUILDINGS THAT RESEMBLE A HISTORICAL SINGLE FAMILY DWELLING IN THE HISTORIC TOWN CENTRE OF NORDEGG.

FURTHER, THIS DISTRICT HAS SPECIFIC REQUIREMENTS FOR LANED AND LANELESS TYPE LOTS.

A. PERMITTED USES

1. Detached single family dwelling

B. DISCRETIONARY USES

1. Ancillary building (shall be incidental to a permitted use and may be described as a wood shed, tool shed, personal workshop, equipment enclosure, gazebo, conservatory or greenhouse)
2. Artist studio within dwelling or private garage
3. Bed and breakfast
4. Bed and breakfast inn
5. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
6. Guest cottage
7. One or two suite rental units
8. Secondary suite over a detached garage
9. Recreational facilities subordinate to a commercial operation within the district
10. Two-family residential dwelling
~~*—See Subsection K. Definitions~~

C. MINIMUM HABITABLE FLOOR AREA

1. For detached single family dwelling, 75 square metres (807 sq. ft.) on the ground floor.
2. Other buildings as required by the Development Officer.

D. BUILDING HEIGHT

Unless otherwise approved by the Development Officer:

1. Dwellings shall be minimum 1 storey, maximum 2.5 storeys except dwellings on corner lots shall be less than 2 storeys.
2. Minimum and maximum building heights shall be measured in numbers of storeys. Each storey is not to exceed 2.7 metres (9 feet) floor to ceiling.

3. Notwithstanding the above, the maximum overall height of a dwelling shall not exceed 9.5 metres (31 feet) from the lots average grade elevation.
4. Detached garages shall be less than 2 storeys.
5. Covered walkways between garage and dwelling shall not exceed height of the garage.

E. PERMITTED ENCROACHMENTS

1. Porches are required in the front of a dwelling and shall not extend more than 2.4 metres (7.9 feet) into the front yard setback.
2. Balconies, stoops, bay windows, covered walkways, stairs, handicapped ramps, and window wells are allowed:
 - (a) a maximum of 2.4 metres (7.9 feet) from the front of a dwelling; and
 - (b) on a corner lot, a maximum of 2.0 metres (6.6 feet) from the side of a dwelling.
3. Landmark lighting, benches and trees shall be located within 3.5 metres (12 feet) from a boulevard.

F. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
2. No dwelling shall be a manufactured home. A modular home is permitted provided it meets all the requirements of this land use district.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site and Nordegg's surroundings to the satisfaction of the Development Officer. The municipality may, where it desires, establish specific detailed architectural control guidelines and/or development guidelines for any new development within this district.
4. No two similar elevations or colors shall be within 4 properties of one another on the same side of the street or across the street.
5. Dwelling front entry must be facing the street.
6. All development shall be reviewed in accordance with the Hamlet of Nordegg Mixed Use Residence/Resort Commercial District (NMUR) Architectural Guidelines in conjunction with the Nordegg Development Plan and the associated Nordegg Development Plan – Design Guidelines.
7. Dwellings and garages shall be constructed on permanent foundations.
8. The exterior finish of any building shall be fully completed within 12 months from the date of commencement of construction.
9. Any building constructed, erected, or placed on the property shall be constructed to conform to all Federal, Provincial, and Municipal statutes, bylaws, and regulations, and shall be of sound workmanlike construction with an expected life of at least 25 years.
10. Connection to municipal water and wastewater is required on each lot. No private water wells are permitted. No private sewage treatment systems are permitted.

11. All buildings shall be located, designed, and constructed in a manner to minimize the possibility of ignition from a wildfire and to minimize the spread of a structural fire to the wildland. All exterior building materials shall be in accordance with the Hamlet of Nordegg Mixed Use Residence/Resort Commercial District (NMUR) Architectural Guidelines.
12. Other regulations, guidelines, or development controls may be established by the municipality for any new development within this district.

G. LANDSCAPING AND FENCING

1. Development approval of landscaping may be subject to a standard acceptable to the Development Officer. The clearing of vegetation will be controlled through development permits, which may also require landscaping to assist the retention of the natural visual quality of Nordegg.
2. No excavation shall be permitted or carried out on any property except as required for the construction of buildings, or the installation of utilities, or for landscaping. No sand, gravel, or earth shall be removed except as required for the aforesaid purposes.
3. Fencing shall be as required in the Hamlet of Nordegg Mixed Use Residence/Resort Commercial District (NMUR) Architectural Guidelines.

H. OTHER REQUIREMENTS

1. Parking spaces shall be provided as per the Nordegg Development Plan – Design Guidelines. Parking spaces shall be no less than 2.5 metres by 5.5 metres (8.2 feet by 18 feet). Parking space requirements are:
 - (a) one space where net residential area is less than 90 m² (969 sq. ft.);
 - (b) two spaces where net residential area is greater than 90 m² (969 sq. ft.);and
 - (c) one space per Bed and Breakfast unit or Bed and Breakfast Inn unit in addition to the parking requirements of the owner’s dwelling.
2. No holiday trailer/recreation vehicle or commercial vehicle may be parked or stored on a lot in the Nordegg Mixed Use Residence/Resort Commercial District “NMUR”.
3. All signs are subject to the approval of the Development Officer. In considering a development application for a sign, the Development Officer shall ensure that the proposed sign is consistent with the natural setting of the area and shall have due regard to the visual impact of the sign in relation to features of the site and the surrounding area.
4. Garbage/refuse containers shall be located within the lane right-of-way or inside garage. All garbage/refuse and recycling shall be properly stored in closed weatherproof and bear resistant containers in a sanitary manner so as not to cause any odor or nuisance.
5. Composting is not permitted.
6. No person shall knowingly leave or store any refuse, food product, pet food, birdseed, grain or salt in a manner which could constitute a lure, attraction or enticement of wildlife.

7. No person may accumulate, store or collect any wildlife attractants in a manner that poses or may pose a risk to the safety of any person.
8. No animals shall be kept on the property except a maximum of two cats and two dogs. All animals shall be restrained and kept within the property of the owner of such pets, so as not to cause any nuisance, annoyance, or excessive noise.
9. No abandoned vehicles, machinery, or other unsightly items shall be kept or stored on any property, except within a building, with the intent that all properties shall be kept in a neat, clean, and presentable condition.
10. No motorized vehicles of any type other than maintenance vehicles shall be used or operated on any trails or walking paths within the subdivision area.
11. Such other requirements as the Development Officer may decide having regard to the nature of the proposed development.

I. SITE SPECIFIC - LANED LOTS

1. Acceptable Lot Size:
For residential use, an area of at least 550 square metres (5,920 sq. ft.).
2. Acceptable Lot Coverage:
The maximum lot coverage is fifty percent (50%) of the area of a lot. Lot coverage shall be calculated by totaling the footprint of the dwelling and any other buildings allowed on the property.
3. Detached Single Family Dwelling:
Building setback for a detached single family dwelling, two-family residential dwelling, bed and breakfast or bed and breakfast inn:
 - (a) from a front property line shall be a minimum of 5.0 metres (16.4 feet) and maximum of 6.0 metres (19.7 feet);
 - (b) from a rear property line shall be a minimum of 13.0 metres (42.6 feet);
 - (c) from a side property line on an internal lot shall be a minimum of 1.2 metres (4.0 feet); and
 - (d) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).
4. Private garage:
Unless otherwise approved by the Development Officer, a maximum of one private garage shall be located on a lot and shall be allowed only as a discretionary use. If allowed by the Development Officer, the following shall be adhered to:
 - (a) maximum floor area of 60 square metres (646 sq. ft.) or 60% of the footprint of the dwelling, whichever is less;
 - (b) garages and parking will be from the rear;
 - (c) no side driveways or parking in front yards shall be allowed;

- (d) attached garages are considered part of the principal building and shall comply with setback provisions of a single family dwelling as stated above, except that:
 - i) attached garages shall be a minimum of 4.5 metres (14.8 feet) from the front of the dwelling;
- (e) a private garage may contain a secondary suite in a loft over the private garage;
- (f) setback requirements for detached garages:
 - i) shall be located a minimum of 6.0 metres (19.7 feet) from a dwelling;
 - ii) shall be a minimum of 6.0 metres (19.7 feet) from the rear property boundary;
 - iii) without a loft shall be a minimum of 0.6 metres (2.0 feet) from the side property boundaries;
 - iv) with a loft shall be a minimum of 1.2 metres (4.0 feet) from the side property boundaries; and
 - v) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).

5. Guest cottage and ancillary building:

Unless otherwise approved by the Development Officer, a maximum of one ancillary building and one guest cottage shall be located on a lot and shall be allowed only as discretionary uses. If allowed by the Development Officer, the following shall be adhered to:

- (a) a guest cottage shall not exceed 37.2 square metres (400 sq. ft.) on the main floor and may contain a loft;
- (b) an ancillary building shall have a maximum floor area of 18.6 square metres (200 sq. ft.);
- (c) guest cottages and ancillary buildings:
 - i) shall be located to the rear of the dwelling;
 - ii) shall be located a minimum of 3.05 metres (10 feet) from the rear wall of the dwelling;
 - iii) ancillary buildings and guest cottages shall be a minimum of 6.0 metres (19.7 feet) from the rear property boundary;
 - iv) ancillary buildings shall be a minimum of 0.6 metres (2.0 feet) from the side property boundaries;
 - v) guest cottages shall be a minimum of 1.2 metres (4.0 feet) from the side property boundaries; and
 - vi) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).

J. SITE SPECIFIC - LANELESS LOTS

1. Acceptable Lot Size:

For residential use, an area of at least 330 square metres (3,500 sq. ft.).

2. Acceptable Lot Coverage:
The maximum lot coverage is fifty percent (50%) of the area of a lot. Lot coverage shall be calculated by totaling the footprint of the dwelling and any other buildings allowed on the property.
3. Detached Single Family Dwelling:
Building setback for a detached single family dwelling:
 - (a) from a front property line shall be a minimum of 5.0 metres (16.4 feet) and maximum of 6.0 metres (19.7 feet);
 - (b) from a rear property line shall be a minimum of 6.0 metres (19.7 feet);
 - (c) from a side property line on an internal lot shall be a minimum of 1.2 metres (4.0 feet); and
 - (d) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).
4. Private garage:
Unless otherwise approved by the Development Officer, a maximum of one private garage shall be located on a lot and shall be allowed only as a discretionary use. If allowed by the Development Officer, the following shall be adhered to:
 - (a) garages shall be attached to the dwelling;
 - (d) attached garages are considered part of the principal building and shall comply with setback provisions of a single family dwelling as stated above, except that:
 - i) attached garages shall be a minimum of 4.5 metres (14.8 feet) from the front of the dwelling;
 - (c) maximum floor area of 26.8 square metres (288 sq. ft.);
 - (d) a private garage may contain a secondary suite in a loft over the private garage.
5. Guest cottage and ancillary building:
Unless otherwise approved by the Development Officer, a maximum of one ancillary building and one guest cottage shall be located on a lot and shall be allowed only as discretionary uses. If allowed by the Development Officer, the following shall be adhered to:
 - (a) a guest cottage shall not exceed 37.2 square metres (400 sq. ft.) on the main floor and may contain a loft;
 - (b) an ancillary building shall have a maximum floor area of 18.6 square metres (200 sq. ft.);
 - (c) guest cottages and ancillary buildings:
 - i) shall be located to the rear of the dwelling;
 - ii) shall be located a minimum of 3.05 metres (10 feet) from the rear wall of the dwelling;
 - iii) ancillary buildings shall be a minimum of 0.6 metres (2.0 feet) from the rear and side property boundaries;

- iv) guest cottages shall be a minimum of 1.2 metres (4.0 feet) from the rear and side property boundaries; and
- v) in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet).

~~K. DEFINITIONS~~

~~“GUEST COTTAGE” means a building that is separate from the main building that contains sleeping accommodations, but no kitchen or cooking facilities, for the use of members of the family or temporary guests.~~

~~“ARTIST STUDIO” means a portion of a dwelling or private garage used for the purpose of small scale, on-site, production of goods by hand manufacturing primarily involving the use of hand tools. Typical uses include pottery, ceramics, jewelry, toy manufacturing, sculpture and painting. An artist studio shall not include a gallery for the display and sale of items produced.~~

~~“TWO-FAMILY RESIDENTIAL DWELLING” means a building containing two dwelling units, stacked one above the other, each having separate entrance at or near grade.~~

~~“BED AND BREAKFAST” means a dwelling unit in which the occupant rents or leases a room or suite of rooms on a short term basis to vacationers or tourists, and which may include the provision of breakfast meals as part of or in addition to the rent paid for the room or suite of rooms.~~

~~“BED AND BREAKFAST INN” means a private dwelling where four to six rooms are lent and one or more meals is provided to registered guests.~~

~~“ONE OR TWO SUITE RENTAL UNITS” means a dwelling unit in which the occupant rents or leases one or two self-contained suites on a short term basis.~~

~~“SECONDARY SUITE” means a developed living accommodation contained within the loft of a private garage.~~

13.4 (34) DIRECT CONTROL DISTRICT ONE "DC-1"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO AUTHORIZE AND ALLOW COUNCIL TO EXERCISE PARTICULAR AND SPECIFIC DIRECTION AND CONTROL OVER THE USE AND DEVELOPMENT OF LAND OR BUILDINGS IN PARTICULAR AREAS OF THE COUNTY. THIS DISTRICT IS NOT INTENDED TO BE USED IN SUBSTITUTION FOR ANY OTHER LAND USE DISTRICT IN THIS BYLAW THAT COULD BE USED TO ACHIEVE THE SAME RESULT.

A. SPECIFIC PURPOSE OF THIS DISTRICT

To establish a site specific Direct Control District to accommodate a recreational motor sport vehicles sales, service and repair business (i.e. all terrain vehicles, snowmobiles and motorcycles), test track area and related facilities.

B. AREA OF APPLICATION

This District shall apply to approximately 3.73 hectares (9.21 acres) of property described as Plan _____, Block __, Lot __, within Part SE 06-39-04-W5M as shown on Bylaw 1003/15 Schedule "B".

C. RECISSION OF DIRECT CONTROL DISTRICT ONE "DC-1"

Upon adoption of a hamlet area structure plan or outline plan, Council may redistrict the lands referred to in Section 13.4 (34) B from the Direct Control District One "DC-1" to an appropriate land use district.

D. PERMITTED USES

1. Farming

E. DISCRETIONARY USES

1. Ancillary Building
2. Ancillary Use
3. ~~Communication tower and related buildings not exceeding 75 square metres (800 sq. ft.)~~
4. Powersports Sales/Service Centre
5. Security/surveillance suite

~~* DEFINITIONS IN THIS DISTRICT~~

~~— POWERSPORTS SALES/SERVICE CENTRE means the retail sale of all terrain vehicles, snowmobiles, motorcycles, or similar light recreational vehicles, together with incidental maintenance services/testing, sales of parts and accessories.~~

~~— SURVEILLANCE SUITE means a single residential unit forming part of a development and used solely to accommodate a person or persons related as a family, or employee whose official function is to provide surveillance for the maintenance and safety of the commercial development.~~

F. DEVELOPMENT REGULATIONS

Standards of development shall be at the discretion of Council.

G. PROCEDURE

1. Notwithstanding the procedure established for development permit applications in Part Three: Development Control and Permits, application for development in respect of the lands referred to in Section 13.4 (34) B. shall be referred by the Development Officer to Council for its approval or refusal.
2. Notwithstanding the procedure established for the issuance of development permits in Part Three: Development Control and Permits, Council shall decide on all applications for Development Permits with the aforementioned lands referred to in Section 13.4 (34) B. Council may approve a development permit application with or without conditions, or may refuse an application for development permit.
3. There is no appeal to the Subdivision and Development Appeal Board for a decision of Council on an application for development permit in respect of the lands referred to in Section 13.4 (34) B.

PART FOURTEEN: OVERLAY DISTRICTS

14.1 Purpose and Application

- (1) The purpose of Part Sixteen of the Land Use Bylaw is to facilitate the implantation of specific goals and objectives of adopted statutory plans or any other policy plan adopted by Council.
- (2) Generally Overlay Districts are put in place to protect, preserve and enhance either natural or man- made environments having development, historic or environmental significance or existing developed areas subject to infill or redevelopment proposals.
- (3) All of the Overlays contained within this Part are applied and interpreted in the same manner that the underlying District; its purpose, regulations and standards are read in conjunction with the Overlay, but that the underlying District is considered subordinate where there is a discrepancy between the two Districts.

14.2 Airport Vicinity Overlay District

THE GENERAL PURPOSE OF THE DISTRICT IS TO PROTECT LANDS ADJACENT TO THE YRM AIRPORT FROM USES INCOMPATIBLE WITH THE OPERATION AND FUTURE DEVELOPMENT OF THE AIRPORT.

A. PERMITTED USES

1. All uses listed as permitted in the underlying District

B. DISCRETIONARY USES

1. All uses listed as discretionary in the underlying District

C. AREA

The area included in this Overlay District will be limited to the area identified in the attached map outlining the areas that may potentially impact the safe movement of aircraft. This map was developed in reference to the Transport Canada Guide – Land Use in the vicinity of Aerodromes – TP1247E. (*See Airport Vicinity Overlay District Map*)

D. MAXIMUM HEIGHT OF BUILDINGS

No building or structure shall be erected, on any lands described within this Overlay District that exceed 15 metres (49.2 feet) in height, or as determined by the Rocky Mountain House Airport Commission.

- (4) That the Public Airport District "PA" be applied to all of the land within the current airport boundary as outlined in red on attached Schedule "A" hereby redesignating the subject lands from the Agriculture District "A". These lands are described as follows: SE, SW, NW, and west half of NE, 11-40-07-W5, and the west half of 14-40-07-W5.
- (5) That the Public Airport Overlay District be applied to a portion of lands in close proximity to the airport as outlined in purple on attached Schedule "A". Even though the overlay district would be applied these lands would remain zoned Agriculture District "A" under the Land Use Bylaw. Said lands affected are described as follows:

A portion of NW 01-40-07-W5

A portion of SW 01-40-07-W5

A portion of NE 02-40-07-W5

A portion of SE 02-40-07-W5

NE 10-40-07-W5

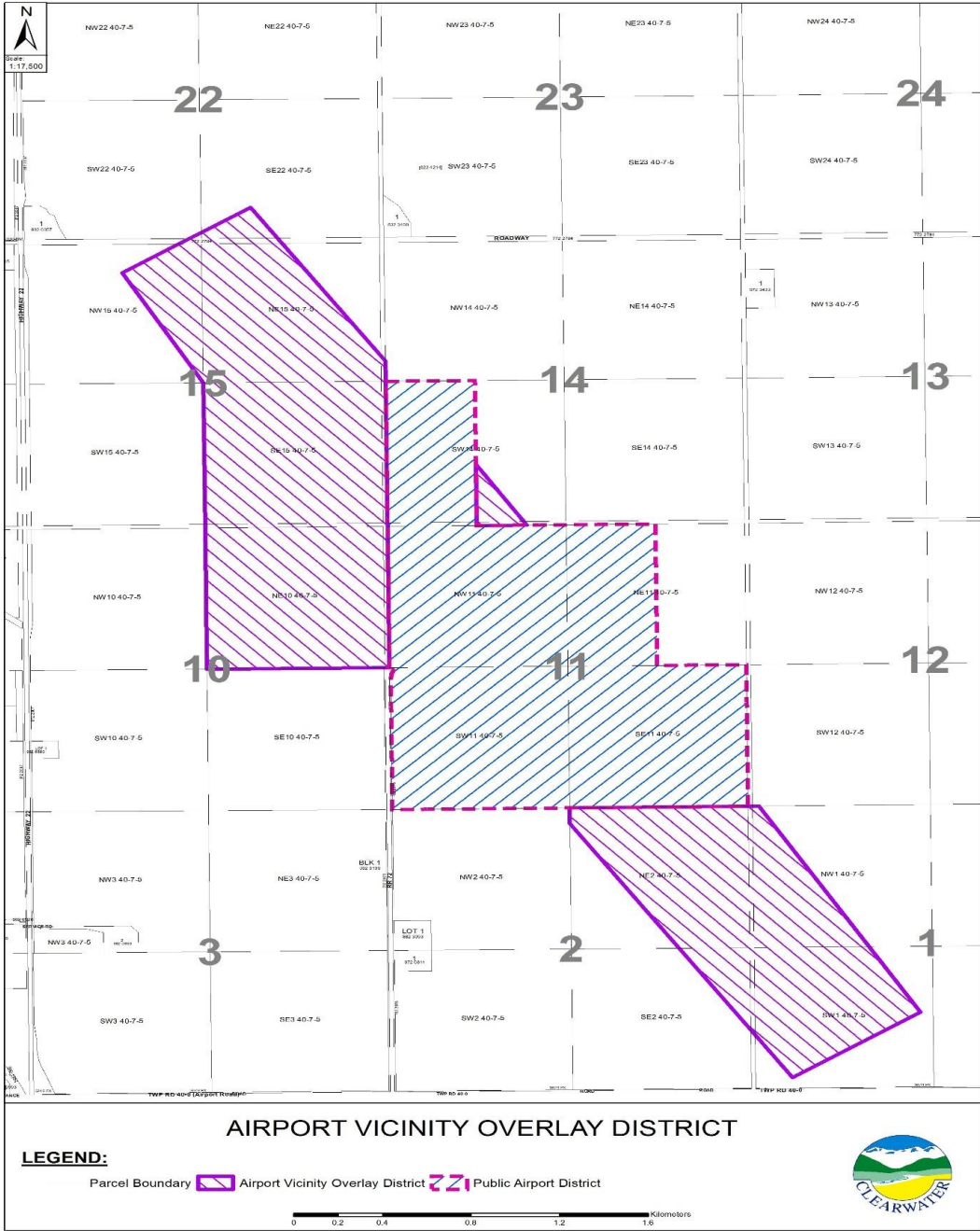
A portion of NE 15-40-07-W5

A portion of NW 15-40-07-W5

SE 15-40-07-W5

A portion of SE 22-40-07-W5

Airport Vicinity Overlay District Map



PART FIFTEEN: FORMS AND DECLARATIONS

15.1 Establishment of Forms

- (1) For the purposes of administering this Bylaw, the Development Officer shall prepare the forms and notices necessary to administer this Bylaw.
- (2) Any such forms and notices are deemed to have the full force and effect of this Bylaw in the execution of the purposes for which the forms and notices are designed, authorized and issued.

PART FIFTEEN:-PART SIXTEEN: LAND USE DISTRICT MAPS

16.1 Land Use District Maps by Township Sheets

The Land Use District Maps are attached for townships in Clearwater County with deeded land, in numerical order.

16.2 SchedulesSubdivision Land Use District Maps

ALDER GREEN LAND USE ZONING

ALFORD CREEK PLACE LAND USE ZONING

ASPEN RIDGE ESTATES LAND USE ZONING

BEAVER CREEK ESTATES LAND USE ZONING

BLUEBERRY MEADOWS

BOUNDARY LAND USE ZONING

BRISTOW - DIRECT CONTROL ZONING

CARTIER CREEK LAND USE ZONING

CLEARWATER ESTATES LAND USE ZONING

CLEARWATER HEIGHTS LAND USE ZONING

CLIFFSIDE ESTATES LAND USE ZONING

CONDOR CORNER LAND USE ZONING

COUGAR RIDGE ESTATES LAND USE ZONING

COUNTRY LANE ESTATES LAND USE ZONING

COUNTRY MEADOWS ESTATES LAND USE ZONING

CRANBERRY ACRES LAND USE ZONING

DEVELOPMENT NODES

EAGLE RIDGE LAND USE ZONING

EASTVIEW ESTATES LAND USE ZONING

ECHO CANYON LAND USE ZONING

ECHO VALLEY LAND USE ZONING

EDEN VALLEY LAND USE ZONING

EVERDELL ESTATES LAND USE ZONING

EVERGREEN ESTATES LAND USE ZONING

FERRIER ACRES EAST LAND USE ZONING

FERRIER GARTH LAND USE ZONING

FERRIER WEST & ASPEN RIDGE LAND USE ZONING

FORESTRY DISTRICT ZONING

FOX RUN LAND USE ZONING

GATEWAY INDUSTRIAL LAND USE ZONING

GREEN VALLEY ESTATES LAND USE ZONING

GREENWOOD PLACE LAND USE ZONING

HAMLET OF ALHAMBRA LAND USE ZONING

HAMLET OF CONDOR LAND USE ZONING

HAMLET OF LESLIEVILLE EAST LAND USE ZONING

HAMLET OF LESLIEVILLE LAND USE ZONING

HAMLET OF WITHROW LAND USE ZONING

HARDINDELL AREA LAND USE ZONING
HIDDEN ACRES LAND USE ZONING
HILL CREST PLACE LAND USE ZONING
HILLSIDE ESTATES LAND USE ZONING
HORBURG AREA LAND USE ZONING
JAMES RIVER RETREAT LAND USE ZONING
KODIAK LAKE ESTATES LAND USE ZONING
LAST HILL ESTATES LAND USE ZONING
LOBSTICK ACRES LAND USE ZONING
MACKLEN ESTATES LAND USE ZONING
MEADOW ESTATES LAND USE ZONING
MEADOW PONDS ESTATES
METALDOG LAND USE ZONING
MISTY VALLEY - EAST
MISTY VALLEY - WEST
MOUNTAINVIEW HEIGHTS LAND USE ZONING
MYOWN RIVER RANCHES LAND USE ZONING
NORDEGG INDUSTRIAL LAND USE ZONING
NORDEGG NORTH LAND USE ZONING
NORTHLAND PLACE LAND USE ZONING
OWL CANYON ESTATES LAND USE ZONING
PACIFIC HEIGHTS LAND USE ZONING
PARADISE ACRES LAND USE ZONING
PINE RIDGE ESTATES LAND USE ZONING
PUBLIC AIRPORT DISTRICT ZONING
RAINBOW ESTATES & AREA LAND USE ZONING
RAVEN RIDGE LAND USE ZONING
RICINUS RIDGE LAND USE ZONING
RIDGELAND ESTATES LAND USE ZONING
RIVERSIDE ESTATES LAND USE ZONING
ROCKY-CLEARWATER INTERMUNICIPAL DEV AREA
SANCTUM RETREAT LAND USE ZONING
SILVER RIDGE LAND USE ZONING
SKYVIEW ESTATES LAND USE ZONING
SOUTH 40 ESTATES LAND USE ZONING
SOUTH RAVEN HEIGHTS LAND USE ZONING
SPRUCE PARK ESTATES LAND USE ZONING
SUNNYNOOK ESTATES LAND USE ZONING
TAY RIVER LAND USE ZONING
TRAGONDALE LAND USE ZONING
VOYAGUER FLATS LAND USE ZONING
WEST COUNTRY ESTATES LAND USE ZONING
WEST FERRIER LAND USE ZONING
WEST RIDGE ESTATES LAND USE ZONING
WESTWOOD PLACE LAND USE ZONING

WILD ROSE PLACE LAND USE ZONING
WILLOW ESTATES LAND USE ZONING
WIMBLEDON LAND USE ZONING
WOODLAND ESTATES LAND USE ZONING

1. — Clearwater Estates
2. — Ferrier Acres
3. — Ferrier/Garth & Woodland Estates
4. — Hamlet of Alhambra
5. — Hamlet of Leslieville
6. — Burrington Subdivision
7. — Hamlet of Condor
8. — Hamlet of Withrow
9. — Public Airport District
10. — Misty Valley
11. — Nordegg North
12. — Brouwer & Speight Subdivisions
13. — Echo Canyon Subdivision
14. — Hucul Subdivision
15. — Como Subdivision
16. — Eagle Ridge Subdivision
17. — Raven Ridge Subdivision
18. — James River Retreat
19. — Everdell Subdivision
20. — Law Subdivision
21. — Cartier Creek
22. — Wimbledon
23. — Horburg
24. — West Subdivision
25. — Bristow Subdivision
26. — Forestry Districts
27. — Rocky/Clearwater Intermunicipal Development Plan
28. — Bighorn Canyon Development Node
29. — Whitegoat Lakes Development Node
30. — Shunda/Goldeye Development Node
31. — Saunders/Alexo Development Node

SUPPLEMENTARY REGULATIONS: LIST OF FIGURES

(Note: These figures follow Section 10.3 Setbacks from Roads and Intersections)

- Figure 1** — **Setbacks from Rural Municipal Roads and Their Intersections**
~~Figure 2 — Setbacks from Rural and Secondary Roads and Their Intersections~~
Figure 23 — **Setbacks from Primary Highway and Rural Municipal Roads Intersections**
~~Figure 4 — Setbacks from Secondary Road Intersections~~
~~Figure 6 — Setbacks from Primary Highway and Secondary Road Intersections~~
~~Figure 3 — Setbacks from Highway Intersections~~
Figure 47 — **Setbacks from Road Curves and Corner**



Agenda Item Report

Regular Council Meeting

AIR Type:	Delegation
SUBJECT:	10:30 am David Carter, Community Homelessness Coalition
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Tracy Haight, Executive Assistant Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Community Homelessness Coalition Council presentation May 12 2020 CHC Letter of Support Redacted	

STAFF RECOMMENDATION:

That Council authorizes Community Homelessness Coalition representatives, Karen Kantor, Second Stage Housing Supervisor, Mountain Rose Women's Shelter Association, and Naomi McNair, Administrator, The Rock Youth Centre, participation in Council's May 12, 2020, Regular Meeting, via electronic communications.

That Council receives the Community Homelessness Coalition Delegation's information as presented.

BACKGROUND:

The Community Homelessness Coalition is comprised of a group of active community members and local organizations working together to address the lack of suitable shelter for vulnerable local residents.

David Carter, Executive Director, The Lord's Food Bank, is representing the Community Homelessness Coalition, along with Karen Kantor Second Stage Housing Supervisor, Mountain Rose Women's Shelter Association, and Naomi McNair, Administrator, The Rock Youth Centre.

Attached is a written summary of their PowerPoint presentation and a letter of support from a community member, Jackie Janes.

Community Homelessness Coalition Council presentation May 2020

Participants

Organizations

Alberta Health Services

Clearwater Regional Housing

FASD

Mountain Rose Centre

RCMP / victim services

Rocky Public Library

The Lord's Food Bank

The Rock Youth Centre

Individuals

Cody Spierenberg

Jackie Janes

Kim Wyse

Lonnie Caplette

Richard Nickel

Del Reider

Homelessness Defined

“the situation of an individual, family, or community
without stable, safe, permanent, appropriate housing,
or the immediate prospect means and ability of acquiring it.”

<https://www.homelesshub.ca/about-homelessness/homelessness-101/>

Local Data on Homelessness

Statistics presented by ARDN gave a core housing need of 11.3%.

A homelessness estimation count in 2017, reported 46 people as homeless.

37.5% of these were chronically homeless (more than 6 months).

Through our overnight warming centre, before the crisis, we had 8 unique individuals who were homeless, frequently seeking shelter at our facility. Since the crisis began, we saw 3 more individuals who lost housing and have needed hotel rooms or overnight shelter, and one individual who has moved to sleeping in their car.

The Impact of Covid-19

The impact on the homeless has been severe. Most of the public places they had access to before have been closed down due to the shutdown measures. One gentleman asked where he was supposed to pee with no public washrooms. And then for those who may become symptomatic, there is nowhere they can go to self-isolate! They are at a high risk for receiving or transmitting the virus.

Although this issue has become more urgent with the Covid-19 pandemic, we feel that this has simply highlighted the gaps in our community,; gaps which we need to address for the wellbeing of our community and its most vulnerable residents.

Immediate need

Due to the COVID19 scenario we have taken measures to create temporary housing for affected individuals. The Lord's Food Bank has submitted a grant application to use The Rock Youth Centre as a mat program location for those community members who do not have appropriate housing. Included in the application is funding to approach hotels for those individuals who need to self-isolate / quarantine.

Formal Request

As community members we believe it is crucial to provide safe and secure housing to all individuals and have both measurable and anecdotal data to support that this basic necessity is not currently available within our area.

Therefore, we request the support of Clearwater County to partner with us as we seek to develop solutions for a homeless shelter, transitional housing and affordable housing to rectify this deficiency.

While we are working on short-term solutions, we are also looking ahead to what could be accomplished if we come together!

Tracy Haight

From: Jackie Janes [REDACTED] >
Sent: Monday, May 4, 2020 6:06 PM
To: Tracy Haight; town@rockymountainhouse.com
Subject: Homelessness in and around Rocky Mountain House

To the Council Members of Clearwater County and Rocky Mountain House,

I am currently involved in a group that is trying to find accommodation for homeless people in our area. Some in our group are private citizens, but others who are involved work at the Wild Rose Women's Shelter, The Rock, The Lord's Food Bank and The Rocky Library, to name a few.

I am writing this letter to say I am in support of helping homeless people, and am putting a request out to Clearwater County and Rocky Mountain House Council members to move this important issue forward.

Thank you so much!

Kindest regards,

Jackie Janes



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Wild Rose School Division's Request for Funding Commitment Letter
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Agriculture & Community Services Matt Martinson, Director Agriculture and Community Services Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input checked="" type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
None	

STAFF RECOMMENDATION:

That Council provides Wild Rose School Division with a letter of commitment for Clearwater County to provide additional funding, up to a maximum of \$200,000, for project upgrades to increase functionality within the new Leslieville High School and Condor Elementary School.

BACKGROUND:

Council discussed the Corridor Schools project in the past, which includes removing the old schools and building a new high school in Leslieville and elementary school in Condor. Council passed the following motions regarding this project:

Feb 26 2019 - 071/19 COUNCILLOR LAIRD: That Council matches community funds raised to enhance Wild Rose School Divisions proposed Leslieville School Capital Project.

CARRIED 7/0

April 9th 2019 - 140/19 COUNCILLOR LAIRD: That Council matches community funds raised to enhance Wild Rose School Divisions proposed Condor School Capital Project.

CARRIED 7/0

Recently, we were informed that despite the COVID 19 situation, the Friends of the Corridor schools raised approximately \$81,000 for enhancing these projects. With matching funds from the County, a total of approximately \$162,000 is available to add functionality to the two schools beyond what is already provided through the Province's formula for allocating school space.

We were also informed that the survey conducted by The Friends of the Corridor Schools identified three areas the community would like to increase functionality within the schools. These are:

- a gym that contains a regulation size basketball court and enough room for bleacher seating at the High School (Leslieville);
- upgraded commercial kitchen capable of supporting a hot lunch program at the elementary school (Condor); and,
- upgraded shop at the high school (Leslieville).

The total estimated cost of these upgrades is \$362,000. With \$162,000 currently pledged to the project through fundraising by the Friends group and matched by the County this leaves \$200,000 currently unfunded for the project.

The Wild Rose School Division approached the County to ask if Council would be willing to commit to funding the additional \$200,000 still outstanding with the understanding that the Friends of the Corridor Schools group would continue to raise funds through the community when conditions change to allow them to do so.



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Bylaw 1094/20 - Municipal Emergency Management Bylaw
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT:	Emergency & Legislative Services
WRITTEN BY:	Christine Heggart, Director
REVIEWED BY:	Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (Emergency Management Act (2020) and Local Authorities Emergency Management Regulation (2018)) <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
1011-16 - Municipal Emergency Management Bylaw 1094-20 - DRAFT Municipal Emergency Management Bylaw LEMR - Effective January 1 2020	

STAFF RECOMMENDATION:

That Council reviews, amends as appropriate and grants three readings of Bylaw 1094/20 - Municipal Emergency Management Bylaw.

BACKGROUND:

In January 2016, Council previously adopted a Municipal Emergency Management Bylaw 1011/16 (attached) which included establishment of an emergency management committee and agency in accordance with provincial legislation.

Since that time, the Alberta *Emergency Management Act* was amended in 2018 (and again in 2020 during COVID-19 pandemic).

As Council is aware, a new *Local Authorities Emergency Management Regulation* (LEMR), which became effective January 1, 2020 prescribes requirements for municipal emergency management committee and agency bylaws; emergency plan requirements; plan reviews; mandatory exercises;

training requirements for elected officials and Directors of Emergency Management; and delegation of authority.

Administration revised the County's existing Municipal Emergency Management Bylaw to bring the bylaw in line with the new legislation (LEMR) and as well to clean up the bylaw to cover only its intended purpose, which is to form a municipal emergency management committee and agency, as prescribed in the Act and LEMR.

For example, the 1011/16 bylaw includes an advisory committee that is regional. That is not allowable with a bylaw, as that delegation of authority would need to be given as per section 14 - Delegation by Local Authority of the LEMR (attached).

Administration would also like to make Council aware that Bylaw 1011/16 referenced the Joint Emergency Management Agreement, as 'Appendix A' on page 3. This regional agreement remains effective with the repeal of the Bylaw 1011/16, as during their regular meeting on January 12, 2016 Council also passed the following motion:

014/16 COUNCILLOR DUNCAN: That Council approves the Joint Emergency Management Agreement and authorizes the Reeve and CAO to sign. CARRIED 7/0

This inclusion of the agreement reference within the Municipal Emergency Management Bylaw is not required, as agreements may be adopted by Council resolution. Administration left the joint emergency management agreement reference out of the new proposed Bylaw, as to not unduly date the bylaw.

For Council's information as well, the *Joint Emergency Management Agreement* has a five year term, from February 20, 2016 - 2021.

BYLAW NO. 1011/16

A Bylaw of Clearwater County, in the Province of Alberta, for the "MUNICIPAL EMERGENCY MANAGEMENT BYLAW".

WHEREAS, the Council of Clearwater County is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act*, R.S.A. 2000, c. E-6.8, to appoint an emergency advisory committee and to establish and maintain an emergency management agency; AND

WHEREAS, Clearwater County, the Town of Rocky Mountain House, the Village of Caroline and the Summer Village of Burnstick Lake have agreed to appoint a regional Emergency Advisory Committee and to establish and maintain a regional Emergency Management Agency.

NOW, THEREFORE, the Council of the Clearwater County, Province of Alberta, duly assembled, enacts as follows:

PART I – PURPOSE AND DEFINITIONS

1. This Bylaw may be cited as the Municipal Emergency Management Bylaw.
2. The purpose of this Bylaw is to provide for the direction and control of the County's emergency plans and procedures under the *Emergency Management Act*.
3. In this Bylaw,
 - a) "Act" means the *Emergency Management Act*, R.S.A. 2000, c. E-6.8;
 - b) "Chief Administrative Officer" means the individual appointed as chief administrative officer of the County;
 - c) "Council" or "Councils" means one or more of the councils of Clearwater County, the Town of Rocky Mountain House, the Village of Caroline and the Summer Village of Burnstick Lake;
 - d) "Deputy Director" means the person appointed as a deputy director of the Emergency Management Agency under this Bylaw;
 - e) "Director" means the regional director of the Emergency Management Agency under this Bylaw;
 - f) "Disaster" means an event that has resulted or may result in serious harm to the safety, health or welfare of people, or in widespread damage to property;
 - g) "Emergency" means a present or imminent event that requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;
 - h) "Emergency Advisory Committee" means the regional committee appointed as the County's emergency advisory committee under this Bylaw;
 - i) "Emergency Management Agency" means the regional agency appointed as the County's emergency management agency under this Bylaw;
 - j) "Minister" means the Minister charged with administration of the Act; and
 - k) "Municipal Emergency Plan" means a plan or program providing for the response to an Emergency or a Disaster, as contemplated under the Act, and "Municipal Emergency Plans" means two or more of such plans or programs, in each case for one or more of Clearwater County, the Town of Rocky Mountain

House, the Village of Caroline and the Summer Village of Burnstick Lake.

PART II - EMERGENCY MANAGEMENT AGENCY

4. The agency known as the "Clearwater Regional Emergency Management Agency" is established and is hereby appointed as the County's Emergency Management Agency.
5. The position of the Director shall be held by the individual appointed by the Regional Emergency Management Agency Committee.
6. The purpose of the Emergency Management Agency is to act as the agent of Council in exercising Council's powers and duties under the Act. This does not include the power to declare, renew or terminate a state of local emergency.
7. The County representatives that will serve on the Emergency Management Agency shall include:
 - a) The Regional Director of Emergency Management or designate;
 - b) The Chief Administrative Officer or designate;
 - c) The local detachment commander, R.C.M. Police or designate;
 - d) The Clearwater Regional Fire Rescue Service Fire Chief or designate;
 - e) The Director of Public Works of Clearwater County or designate;
 - f) Any other municipal employee requested by the Director of Emergency Management and approved by the Clearwater County's Chief Administration Officer.
8. In addition to the members appointed to the Emergency Management Agency under section 7, other organizations may be invited by the Director to nominate representatives to serve as members of the Emergency Management Agency, including:
 - a) utility companies;
 - b) health agencies;
 - c) service organizations; and
 - d) any other agency or organization that, in the opinion of the Director, may assist in the preparation or implementation of the Municipal Emergency Plan.
9. The Director shall:
 - a) prepare and coordinate the Municipal Emergency Plan and related plans and programs for Clearwater County;
 - b) act as director of emergency operations under the Municipal Emergency Plan on behalf of the Emergency Management Agency;
 - c) authorize and coordinate all emergency services and other resources required during an Emergency; and
 - d) delegate duties and tasks as necessary to ensure conformance with paragraphs (a), (b), and (c).
10. The Director may:
 - a) conduct public information programs relating to emergency preparedness; and
 - b) provide training for agency members, elected officials, the public, municipal staff, mutual aid responders and volunteers.
11. The Director may delegate any of the Director's duties and functions under this Bylaw.

PART III - EMERGENCY ADVISORY COMMITTEE

12. The committee known as the "Clearwater Regional Emergency Advisory Committee" is established and is hereby appointed as the County's Emergency Advisory Committee.
13. The purpose of the Emergency Advisory Committee is to review the Municipal Emergency Plans and related plans and programs on a regular basis and advise Council on the development of the Municipal Emergency Plans and related plans and programs at least once a year.
14. The County's representatives on the Emergency Advisory Committee shall be the Reeve, the Deputy Reeve and one (1) Councillor.
15. At the first meeting of each calendar year, the Emergency Advisory Committee shall appoint a chairperson and vice-chairperson from among its members.
16. Meetings of the Emergency Advisory Committee may be called at the request of the chairperson or at the request of any three members of the Emergency Advisory Committee on no less than 24 hours' notice to the members of the Committee and to the public.

PART IV – POWERS AND DUTIES OF COUNCIL

17. Council shall:
 - a) provide for the payment of expenses of the members of the Emergency Advisory Committee, the Director and the Emergency Management Agency in accordance with County policy;
 - b) ensure that emergency plans and programs are prepared to address potential Emergencies or Disasters in Clearwater County;
 - c) approve Clearwater County's emergency plans and programs, including the Municipal Emergency Plan; and
 - d) review the status of the Municipal Emergency Plan and related plans and programs at least once each year.
18. Council may:
 - a) by bylaw, borrow, in accordance with the Act, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Emergency Management Agency;
 - b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid agreements and/or regional plans and programs;
 - c) by resolution, on the recommendation of the Emergency Management Agency, appoint one or more Deputy Directors;
 - d) by resolution, on the recommendation of the Emergency Advisory Committee, appoint the Chief Administrative Officer to serve on the Emergency Advisory Committee; and
 - e) by resolution, on the recommendation of the Emergency Advisory Committee, appoint the Director to serve on the Emergency Advisory Committee.
 - f) Include the Joint Emergency Management Agreement as Appendix "A".

PART V – STATE OF LOCAL EMERGENCY

19. The power to declare or renew a state of local emergency under the Act is hereby delegated to a Council committee known as the Clearwater County Emergency Management Committee comprised of “3” members of Council. The Clearwater County Emergency Management Committee may, by resolution, at any time when it is satisfied that an Emergency exists or may exist within the County, declare a state of local emergency for the County in accordance with the Act. In the event that the less than two (2) Council Committee members are unavailable, any one (1) members of Council Committee are given the same authority to declare a state of local emergency within the County.
20. When a state of local emergency is declared, the persons making the declaration must:
 - a) ensure that the declaration identifies the nature of the Emergency and the area of the County in which it exists;
 - b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected;
 - c) notify the Emergency Management Agency as soon as reasonably practicable; and
 - d) ensure a copy of the declaration is forwarded to the Minister forthwith.
21. When a state of local emergency is declared, the Clearwater County Emergency Management Committee is authorized to cause the Municipal Emergency Plan or any related plans or programs to be put into operation, if not already in operation, and to exercise the powers given to Council under Section 24 of the Act.
22. When, in the opinion of the Clearwater County Emergency Management Committee an Emergency no longer exists in the area of Clearwater County in relation to which the declaration of a state of local emergency was made, the Clearwater County Emergency Management Committee shall, by resolution, terminate the declaration.
23. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
 - a) a resolution is passed under Section 23
 - b) a period of seven days has lapsed since it was declared, unless it is renewed by resolution of the Clearwater County Emergency Management Committee;
 - c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
 - d) the Minister cancels the state of local emergency.
24. When a declaration of a state of local emergency has been terminated, the person(s) who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the affected area.

PART VI - LIABILITY

25. No action lies against:
 - a) any Council or any individual councilor;
 - b) the Emergency Management Agency or any member thereof;
 - c) the Emergency Advisory Committee or any member thereof;

- d) the Director; or
 - e) any other person directed or authorized to carry out measures relating to a state of local emergency;
- for anything done or omitted to be done in good faith while carrying out a power or duty under this Bylaw.

PART VII – GENERAL

- 26. Bylaw No. 716/01 as amended is repealed.
- 27. This Bylaw comes into force on the day it is finally passed.

READ A FIRST TIME this 12 day of JAN A.D., 2016.

READ A SECOND TIME this 12 day of JAN A.D., 2016.

READ A THIRD AND FINAL TIME this 12 day of JAN A.D., 2016.



REEVE



CHIEF ADMINISTRATIVE OFFICER

BYLAW NO. 1094/20

A BYLAW OF CLEARWATER COUNTY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A MUNICIPAL EMERGENCY ADVISORY COMMITTEE AND A MUNICIPAL EMERGENCY MANAGEMENT AGENCY.

WHEREAS, the Council of Clearwater County is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act*, R.S.A. 2000, c. E-6.8, to appoint an emergency advisory committee and to establish and maintain an emergency management agency; AND

WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a Committee be appointed and such an Agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act.

NOW, THEREFORE, the Council of the Clearwater County, duly assembled, enacts as follows:

1.0 BYLAW TITLE

1.1 This Bylaw shall be known as the Municipal Emergency Management Bylaw.

2.0 DEFINITIONS

2.1 In this bylaw, words have the meanings as set out in the Municipal Government Act, except that:

- (a) **Act** means the Emergency Management Act, Chapter E-6.8 and amendments;
- (b) **Agency** means the Municipal Emergency Management Agency as established by this Bylaw;
- (c) **Chief Administrative Officer (CAO)** means the person appointed by Council as CAO or a person delegated to act in said role;
- (d) **Committee** means the Emergency Advisory Committee as established by this Bylaw;
- (e) **Council** means the Council of Clearwater County;
- (f) **County** or **Clearwater County** means the municipality of Clearwater County, in the Province of Alberta;
- (g) **Deputy Director** means the Deputy Director of Emergency Management for Clearwater County as appointed by Director under authority of this Bylaw;
- (h) **Director** means the Director of Emergency Management for Clearwater County as appointed by this Bylaw;
- (i) **Disaster** means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property;

- (j) **Emergency** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property;
- (k) **Emergency Advisory Committee** means the committee established under this Bylaw;
- (l) **Minister** means the Minister in the Province of Alberta responsible for the Emergency Management Act;
- (m) **Municipal Emergency Management Agency** means the agency established under this Bylaw; and,
- (n) **Municipal Emergency Plan** means the emergency plan prepared by the Director of Emergency Management to coordinate response to an emergency or disaster.

3.0 EMERGENCY ADVISORY COMMITTEE

3.1 The Emergency Advisory Committee (the "Committee") is hereby established for Clearwater County.

3.2 The Committee shall:

- (a) consist of the Reeve and all members of Council;
- (b) review the Municipal Emergency Plan and related plans and programs at least once each year;
- (c) recommend to Council any changes to the Municipal Emergency Plan if appropriate; and,
- (d) provide the Emergency Management Agency with guidance and direction.

3.3 The Reeve shall be the Chair of the Committee. If the Reeve is absent, the Deputy Reeve will chair the Committee. In the event the Reeve or Deputy Reeve are not present, the remaining members of Council present for the Committee meeting may appoint a Chair at their discretion.

3.4 The Committee shall meet annually, or more frequently as required, and may meet on less than twenty-four (24) hours' notice. Where meetings in person are not feasible, the Committee may convene by electronic means of communication.

3.5 The Director of Emergency Management may call an emergency meeting of the Committee where he/she considers that a disaster exists or may exist that affects the County.

3.6 A minimum of one (1) hour notice of the time and place of an emergency meeting must be given to as many members of Council as possible in the circumstances.

3.7 Those members of Council attending an emergency meeting of the Committee constitute a quorum.

4.0 MUNICIPAL EMERGENCY MANAGEMENT AGENCY

- 4.1 The Municipal Emergency Management Agency (the “Agency”) is hereby established to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a State of Local Emergency nor the power contained in Section 8 of this Bylaw.
- 4.2 The Agency shall be comprised of the following Clearwater County personnel:
- (a) Director of Emergency Management;
 - (b) Deputy Director(s) of Emergency Management;
 - (c) Fire Chief;
 - (d) Community Peace Officer Manager; and,
 - (e) Other personnel at the discretion of the Director.
- 4.3 The Agency shall invite representatives from the following organizations and agencies to participate in an annual stakeholder meeting and exercise:
- (a) Police Agency of Jurisdiction;
 - (b) Emergency Medical Services Provider(s);
 - (c) Alberta Health Services;
 - (d) School Divisions;
 - (e) Utility Providers;
 - (f) Provincial departments (including Agriculture & Forestry; Environment and Parks) and Alberta Emergency Management Agency;
 - (g) Non-Governmental/ Disaster Response Organizations;
 - (h) Any other organizations that may be required from time to time.
- 4.4 The Agency shall be responsible for administration of the Municipal Emergency Plan and related plans and programs;
- 4.5 The Agency shall operate in accordance with a command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency; and,
- 4.6 The Agency shall review the Municipal Emergency Plan and make recommendations to the Emergency Advisory Committee regarding enhancement of the Municipal Emergency Plan at least once annually.

5.0 COUNCIL POWERS AND RESPONSIBILITIES

- 5.1 Council shall:
- (a) appoint a Director of Emergency Management for Clearwater County;

- (b) provide for the payment of expenses of the members of the Emergency Advisory Committee;
- (c) ensure that emergency plans and programs are prepared to address potential emergencies or disasters that can reasonably be foreseen in Clearwater County; and,
- (d) approve Clearwater County's Municipal Emergency Plan.

5.2 Council may:

- a) by Bylaw, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency when a State of Local Emergency has been declared pursuant to Section 7; and,
- b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including Mutual Aid plans and programs according to the provisions of the Municipal Government Act.

6.0 DIRECTOR OF EMERGENCY MANAGEMENT POWERS AND RESPONSIBILITIES

6.1 The Director of Emergency Management shall appoint Deputy Directors of Emergency Management for Clearwater County to act on the Director's behalf in his absence.

6.2 Director shall:

- a) Ensure the preparation and coordination of the Municipal Emergency Plan and related plans and programs for Clearwater County;
- b) Act as Director of emergency operations to coordinate all emergency services and other resources used in an emergency, or ensure that someone is designated under the Municipal Emergency Plan to so act;
- c) Coordinate the Municipal Emergency Management Agency to fulfill the Agency's obligations laid out herein; and,
- d) Communicate recommendations made by the Municipal Emergency Management Agency to the Emergency Advisory Committee.

6.3 Director may:

- a) Coordinate emergency preparedness awareness programs; and,
- b) provide training for agency members, elected officials, the public, municipal staff, mutual aid responders.

7.0 DECLARING A STATE OF LOCAL EMERGENCY

- 7.1 The power to declare or renew a State of Local Emergency under the Act and the powers specified in Section 9 of this Bylaw are hereby delegated to the Reeve, or the Deputy Mayor, or two members of Council acting in concert.
- 7.2 When a State of Local Emergency is declared, the Director or delegate shall:
- (a) ensure that the declaration identifies the nature of the emergency and the area of the County in which it exists;
 - (b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected;
 - (c) forward a copy of the declaration to the Minister forthwith; and,
 - (d) notify the Alberta Emergency Management Agency when practicable.

8.0 STATE OF LOCAL EMERGENCY

- 8.1 Subject to Section 9, when a State of Local Emergency is declared, the Director or delegate may:
- (a) cause the Municipal Emergency Plan or any related plans or programs to be put into operation;
 - (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - (c) authorize or require any qualified person to render aid of a type the person is qualified to provide;
 - (d) control or prohibit travel to or from any area of the County;
 - (e) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of the County;
 - (f) order the evacuation of persons and the removal of livestock and personal property from any area of the County that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
 - (g) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
 - (h) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster or to attempt to forestall its occurrence or to combat its progress;
 - (i) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use

of any property, services, resources or equipment within the County for the duration of the state of emergency;

- (j) authorize the conscription of persons needed to meet an emergency; and,
- (k) authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a State of Local Emergency.

9.0 TERMINATING A STATE OF LOCAL EMERGENCY

- 9.1 When, in the opinion of the person or persons declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, they shall terminate the declaration.
- 9.2 The person or persons declaring the State of Local Emergency shall terminate the declaration immediately after:
 - (a) the cancellation by the Minister of a State of Local Emergency; or,
 - (b) the termination by a lapse of time of a State of Local Emergency.
- 9.3 When a declaration of a State of Local Emergency has been terminated, the Director or delegate shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

10.0 STATEMENT

- 10.1 No action lies against Clearwater County or a person acting under Clearwater County's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act, the Local Authority Emergency Management Regulation or this Bylaw during a State of Local Emergency.

11.0 TRANSITIONAL

- 11.1 This Bylaw comes into force on the date of its final passing.
- 11.2 Bylaw No. 1011/16 is hereby repealed on the date of final passing of this Bylaw.

READ A FIRST TIME this day of A.D., 2020.

READ A SECOND TIME this day of A.D., 2020.

READ A THIRD AND FINAL TIME this day of A.D., 2020.

REEVE

CHIEF ADMINISTRATIVE OFFICER



Province of Alberta

EMERGENCY MANAGEMENT ACT

**LOCAL AUTHORITY EMERGENCY
MANAGEMENT REGULATION**

Alberta Regulation 203/2018

Filed on November 27, 2018, in force January 1, 2020

Extract

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(no amdt)

ALBERTA REGULATION 203/2018

Emergency Management Act

**LOCAL AUTHORITY EMERGENCY
MANAGEMENT REGULATION**

Table of Contents

1	Definition of employee
2	Emergency advisory committee bylaws and orders
3	Emergency management agency bylaws and orders
4	Emergency plan requirements
5	Review of emergency plans
6	Mandatory exercises
7	Regional services commissions and joint committees
8	Training requirements for elected officials and delegates
9	Park superintendent training requirements
10	Director of emergency management agency training requirements
11	Local authority employee training requirements
12	Exemption from course requirements
13	Extension of time to complete courses
14	Delegation by local authority
15	Coming into force

Definition of employee

1 In this Regulation, “employee” means

- (a) in the case of a municipality with a council within the meaning of the *Municipal Government Act*, employees of the council and the municipal corporation;
- (b) in the case of an improvement district,
 - (i) employees of the Minister’s department or any other department who have been assigned responsibilities relating specifically to the improvement district, or
 - (ii) if the Minister has established a council for the improvement district, employees of the improvement district including, but not limited to, employees of the council;

- (c) in the case of a special area, employees of the Special Areas Board;
- (d) in the case of a band council of an Indian band that is a local authority under the Act, employees of the band including, but not limited to, employees of the band council;
- (e) in the case of a Metis settlement, employees of the settlement including, but not limited to, employees of the settlement council;
- (f) in the case of a park superintendent of a national park or a superintendent's delegate, if the park superintendent is a local authority under the Act, employees of the Parks Canada agency who are supervised by the park superintendent or superintendent's delegate.

Emergency advisory committee bylaws and orders

2(1) A local authority shall appoint an emergency advisory committee by

- (a) bylaw, if the local authority is a municipal council, the settlement council of a Metis settlement, or the band council of an Indian band, or
- (b) order, if the local authority is the Minister responsible for the *Municipal Government Act*, the Minister responsible for the *Special Areas Act*, or a park superintendent of a national park or a superintendent's delegate.

(2) The bylaw or order must

- (a) set out the purposes of the committee, both during an emergency or disaster and when those events are not occurring,
- (b) establish that the committee provides guidance and direction to the local authority's emergency management agency,
- (c) establish procedures that must be followed when declaring a state of local emergency,
- (d) identify the committee's membership and Chair by title or position,
- (e) set out a minimum meeting frequency for the committee, which must be at least once per year, and

- (f) outline committee quorum and procedural requirements for decision making unless these requirements are set out in another local authority bylaw.

(3) The bylaw or order must be enacted or made and in effect on or before the date when this Regulation comes into force or, if an entity becomes a local authority under the Act after that date, within one year of the entity becoming a local authority.

Emergency management agency bylaws and orders

3(1) A local authority shall establish the local authority's emergency management agency by

- (a) bylaw, if the local authority is a municipal council, the settlement council of a Metis settlement, or the band council of an Indian band, or
- (b) order, if the local authority is the Minister responsible for the *Municipal Government Act*, the Minister responsible for the *Special Areas Act*, or a park superintendent of a national park or a superintendent's delegate.

(2) The bylaw or order must

- (a) set out the responsibilities of the agency,
- (b) appoint a person as the director of emergency management, or state that a person who holds a specified title or position is appointed as the director of emergency management by virtue of holding that title or position,
- (c) state that the agency is responsible for the administration of the local authority's emergency management program,
- (d) identify the frequency at which the agency must report to the emergency advisory committee to provide updates on agency activities, which must be at least once per year and must include an update on the agency's review of the local authority's emergency plan,
- (e) state that a command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency will be used by the local authority's emergency management agency, and
- (f) indicate, if an agency is acting as the agent of more than one local authority, which local authorities the agency is acting as an agent for.

(3) The Managing Director of the Alberta Emergency Management Agency shall prescribe the command, control and coordination system referred to in subsection (2)(e) by posting notice of the incident command, control and coordination system to the Alberta Emergency Management Agency's website.

(4) The bylaw or order must be enacted or made and in effect on or before the date when this Regulation comes into force or, if an entity becomes a local authority under the Act after that date, within one year of the entity becoming a local authority.

Emergency plan requirements

4 A local authority's emergency plan must include

- (a) a description of the administration of the local authority's emergency management program,
- (b) the procedures for implementing the emergency plan during an emergency or exercise response,
- (c) the local authority's plan for preparedness, response and recovery activities,
- (d) a hazard and risk assessment,
- (e) emergency management program exercises that the local authority will engage in,
- (f) the local authority emergency management agency's plan for regular review and maintenance of the local authority's emergency plan,
- (g) the local authority emergency management agency's plan for the review and maintenance of the local authority's emergency plan after an exercise, emergency or disaster,
- (h) how the command, control and coordination system prescribed by section 3(3) will be used by the local authority's emergency management agency,
- (i) the assignment of responsibilities to local authority employees and elected officials, by position, respecting the implementation of the local authority's emergency plan,
- (j) a training plan for staff assigned with responsibilities under the local authority's emergency plan,
- (k) the mechanisms that will be used to prepare and maintain an emergency management staff contact list for

employees and elected officials who have been assigned responsibilities respecting the implementation of the local authority's emergency plan,

- (l) the local authority's plan for communications, public alerts and notifications during exercises, emergencies and disasters, and
- (m) the local authority's plan for providing emergency social services during an emergency or disaster.

Review of emergency plans

5(1) A local authority's emergency management agency must review the emergency plan that applies to that local authority at least once per year.

(2) A local authority's emergency management agency must make the emergency plan that applies to that local authority available to the Alberta Emergency Management Agency for review and comment annually.

(3) In the case of a summer village that has delegated the summer village's duties relating to the maintenance of an emergency plan to another local authority, that other local authority's emergency management agency is responsible for complying with subsections (1) and (2).

Mandatory exercises

6(1) Unless an exercise under subsection (2) is carried out that year, a local authority's emergency management agency must engage in at least one exercise per year in which participants identify a significant possible emergency or disaster scenario and discuss how the local authority would respond to and resolve emergency management issues that may arise from the scenario.

(2) A local authority's emergency management agency must engage in at least one exercise every 4 years in which participants identify a significant possible emergency or disaster scenario and carry out actions as if the significant emergency or disaster was actually occurring, but without deploying personnel or other resources.

(3) Subsection (2) does not apply to a local authority emergency management agency that has responded to an emergency or disaster within the previous 4 years that resulted in the implementation of the local authority's emergency plan and a written post-incident assessment that included observations and recommendations for improvement and corrective action being conducted.

(4) A local authority emergency management agency may fulfill the obligations set out in subsections (1) and (2) by participating in regional emergency exercises that require the local authority to utilize relevant portions of the local authority's emergency plan.

(5) A local authority emergency management agency must submit an exercise notification to the Alberta Emergency Management Agency 90 days before engaging in the exercise required by subsection (2).

(6) The exercise notification must outline the exercise scenario, state the exercise objectives, identify the participants and state the date the exercise will be conducted.

Regional services commissions and joint committees

7(1) If a local authority has delegated some or all of the local authority's powers or duties under the Act to a regional services commission, the local authority shall establish in a bylaw which powers or duties under the Act have been delegated to the commission, including whether the local authority will maintain an independent emergency management agency.

(2) A local authority that is to be represented by a joint committee under section 11.3(1)(b)(ii) of the Act shall establish a bylaw setting out the powers or duties that are being delegated to the joint committee.

(3) If a summer village has delegated some or all of the summer village's powers or duties under the Act to another local authority,

- (a) the summer village must establish in a bylaw which powers or duties under the Act have been delegated to the other local authority, and
- (b) the other local authority must establish in a bylaw that it has accepted the powers and duties that have been delegated to the local authority.

Training requirements for elected officials and delegates

8(1) The Managing Director of the Alberta Emergency Management Agency may prescribe courses that each of a local authority's elected officials must complete by posting notice of the courses on the Alberta Emergency Management Agency's website.

(2) Any courses that are prescribed under subsection (1) must be completed

- (a) within 90 days of the elected official taking an official oath as required by section 156 of the *Municipal*

Government Act or section 23 of the *Metis Settlements Act*, as the case may be, or within one year of this Regulation coming into force, whichever is later, or

- (b) within 90 days of the councillor of an Indian band assuming office, or within one year of this Regulation coming into force, whichever is later, in the case of an Indian band that is a local authority under the Act.

(3) In the case of an improvement district for which a council has been established, each councillor shall take any courses prescribed under subsection (1) within 90 days of the councillor being appointed to the council, or within one year of this Regulation coming into force, whichever is later.

(4) In the case of an improvement district for which a council has not been established, each person to whom the Minister has delegated powers or duties under the Act as a local authority for that improvement district shall take any courses prescribed under subsection (1) within 90 days of the person being delegated those powers or duties, or within one year of this Regulation coming into force, whichever is later.

(5) Each of the members of the Special Areas Board shall take any courses prescribed under subsection (1) within 90 days of being appointed to the Board, or within one year of this Regulation coming into force, whichever is later.

(6) For greater certainty, this section does not apply to the Minister responsible for the *Municipal Government Act* or the Minister responsible for the *Special Areas Act*, or to any other Minister.

Park superintendent training requirements

9(1) If a park superintendent of a national park is a local authority under the Act, the park superintendent shall complete any courses prescribed under section 8(1).

(2) If a park superintendent has delegated the park superintendent's role as a local authority, the park superintendent's delegate shall complete the courses prescribed under section 8(1).

(3) Any courses that are prescribed under section 8(1) must be completed within 90 days of

- (a) the person being appointed as the park superintendent or being delegated the park superintendent's role as a local authority, or
- (b) the park superintendent or the superintendent's delegate becoming a local authority under the Act,

or within one year of this Regulation coming into force, whichever occurs last.

Director of emergency management agency training requirements

10(1) The Managing Director of the Alberta Emergency Management Agency may prescribe courses that each director of a local authority emergency management agency must complete by posting notice of the courses on the Alberta Emergency Management Agency's website.

(2) Any courses prescribed under subsection (1) must be completed within 18 months of the person being appointed as the director of a local authority's emergency management agency, or within 6 months of this Regulation coming into force, whichever is later.

Local authority employee training requirements

11(1) The Managing Director of the Alberta Emergency Management Agency may prescribe courses that each employee who has been assigned responsibilities respecting the implementation of the local authority's emergency plan must complete by posting notice of the courses on the Alberta Emergency Management Agency's website.

(2) Any courses prescribed under subsection (1) must be completed within 6 months of the employee being identified for a role in the local authority's emergency plan.

Exemption from course requirements

12(1) The Managing Director of the Alberta Emergency Management Agency may identify and approve courses that have substantially similar content to courses required under section 8, 9, 10 or 11 of this Regulation.

(2) The Managing Director may exempt a person from the requirement to complete courses required by section 8, 9, 10 or 11 of this Regulation if the person has completed courses that have been approved under subsection (1) as having substantially similar content.

(3) The Managing Director may exempt a person from the requirement to complete a course required by section 10 if the Managing Director determines that the person has experience or credentials in emergency management which make the completion of the course unnecessary

(4) The Managing Director may establish criteria to provide guidance on whether a person has experience or credentials in

emergency management which make the completion of a course required by section 10 unnecessary.

(5) The Managing Director may delegate all or part of the authority provided to the Managing Director by subsection (1), (2) or (3).

Extension of time to complete courses

13(1) The Managing Director of the Alberta Emergency Management Agency may grant an extension of time to a person who is required to complete courses under section 8, 9, 10 or 11 of this Regulation.

(2) The Managing Director may establish criteria to provide guidance regarding the granting of extensions of time to complete courses required by section 8, 9, 10 or 11 of this Regulation.

(3) The Managing Director may delegate all or part of the authority provided to the Managing Director by subsection (1).

Delegation by local authority

14 A local authority may delegate any of the powers or duties set out in this Regulation to

- (a) a committee composed of a member or members of the local authority, including an emergency advisory committee,
- (b) a regional services commission established under the *Municipal Government Act* representing 2 or more local authorities if the regional services commission is authorized in its establishing regulation to exercise that power or duty,
- (c) if authorized by ministerial order, a joint committee representing 2 or more local authorities that is composed of one or more members appointed by each of the local authorities, or
- (d) in the case of a summer village and if authorized by ministerial order, another local authority.

Coming into force

15 This Regulation comes into force on January 1, 2020.



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Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Clearwater Regional Fire Rescue Services 2020 Operating and Capital Budget Amendments
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT:	Emergency & Legislative Services
WRITTEN BY:	Christine Heggart, Director
REVIEWED BY:	Murray Hagan, Director Corporate Services; Rick Emmons CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input checked="" type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
2020 Approved CRFRS Capital Budget 2020 Approved CRFRS Operating Budget 2020 Regional Fire Agreement - Schedule A CRFRS 2020 CAPITAL Budget Adjustments CRFRS 2020 OPERATING Budget Adjustments	

STAFF RECOMMENDATION:

That Council approves the following 2020 budget adjustments:

Capital

Increase CRFRS capital by \$39,276

Increase transfers from the Fire HQ reserve by \$52,337

Decrease transfers from the Fire Apparatus reserve by \$13,061

Operating

Increase stations recoveries by \$124,513

Decrease HQ recoveries by \$190,354

Decrease contingency by \$65,841

BACKGROUND:

Council previously reviewed and amended the Clearwater Regional Fire Rescue Services (CRFRS) 2020 operating and capital budgets during their budget deliberations in December and approved the attached budgets at their December 17, 2019 special meeting.

Since that time a new regional fire service agreement has been approved by the three municipalities served by CRFRS and as such the Clearwater County costs for some capital items now have a new percentage share associated based on location of the assets (attached Schedule A from the 2020 fire agreement for details).

Attached for Council's consideration is the list of 2020 capital budget costs for Clearwater County, with adjusted percentages based on the new fire agreement. The outcome of the adjustments means a total budget increase of \$39,276.00.

Operational revenues from municipal partners also changed as a result of the new agreement. The new agreement prescribes allocation proportions for operating costs at 75.75% County, 23.25% Town and 1% Village of Caroline respectively.

Category	Budget 2020 Revenue from Municipal Partners	Revised Budget 2020 Revenue from Municipal Partners	Budget Increase (Decrease)
Stations	\$266,700	\$391,213	(\$124,513)
HQ	\$474,462	\$284,108	\$190,354
Total	\$741,162	\$675,321	\$65,841

The new agreement operating allocation sees a recovery difference of -\$65,841.

Clearwater County
10-year Capital Plan
Emergency & Legislative Services

	Capital Investment											Funding								
	Budget	Budget	Projection								Grants	Reserves	Annual Taxes	10 YEAR Total						
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028					2029	10 YEAR Total				
Regionally Funded Vehicles (County Portion)																				
900 Command Unit										45,000			45,000		45,000		-		45,000	
901 Command Unit			44,000								46,000		90,000		90,000		-		90,000	
902 Command Unit				44,000								46,000	90,000		90,000		-		90,000	
903 Command Unit								44,500					44,500		44,500		-		44,500	
904 Command Unit		44,000								46,000			90,000		90,000		-		90,000	
906 Command Unit		44,000								46,000			90,000		90,000		-		90,000	
908 Command Unit				44,000								46,000	90,000		90,000		-		90,000	
Total	-	88,000	44,000	88,000	-	-	44,500	-	137,000	46,000	92,000	539,500	-	539,500	-	-	-	539,500		
Regionally Funded Equipment (County Portion)																				
604 Aerial (Rocky)			56,000	499,000									555,000				555,000		555,000	
914 Training Props Trailer (HQ)	5,938												-				-		-	
Safety House (HQ)						400,000							400,000				400,000		400,000	
602 Tender (Rocky)			50,000	450,000									500,000		-		500,000		500,000	
606 UTV (New) (Rocky)						45,000							45,000				45,000		45,000	
606T UTV Trailer (New) (Rocky)						20,000							20,000				20,000		20,000	
600 Certified Brush Engine (Rocky)			55,000	475,000									530,000		-		530,000		530,000	
608 Utility Unit (New) (Rocky)						75,000							75,000				75,000		75,000	
SCBA			144,500										144,500				144,500		144,500	
Live Fire Training Building (New)		100,000	400,000										500,000		400,000		100,000		500,000	
Total	5,938	100,000	705,500	1,424,000	-	540,000	-	-	-	-	-	2,769,500	-	400,000	-	2,369,500	-	2,769,500		
County Funded Equipment																				
103 Light Rescue (Leslieville)							45,000	405,000					450,000		450,000		-		450,000	
203 Rescue (Condor)													700,000		700,000		-		700,000	
313 Rescue / Pump (Caroline) - replaces 301 & 303	58,051	575,000		70,000	630,000								575,000		575,000		-		575,000	
513 Rescue / Pump (Nordegg) - replaced 503										75,000	675,000		750,000		750,000		-		750,000	
101 Engine (Leslieville)	57,075	535,000											535,000		535,000		-		535,000	
102 Tender (Caroline)	48,000	443,000											443,000		443,000		-		443,000	
202 Tender (Condor)						55,000	475,000						530,000		530,000		-		530,000	
302 Tender (Caroline)				50,000	450,000								500,000		500,000		-		500,000	
502 Tender (Nordegg)										55,000	475,000		530,000		530,000		-		530,000	
100 Light Brush Truck (Leslieville)				40,000	340,000								380,000		380,000		-		380,000	
200 Certified Brush Engine (Condor) - replaces 201		525,000											525,000		525,000		-		525,000	
300 Light Brush Truck (Caroline)								40,000	340,000				380,000		380,000		-		380,000	
500 Light Brush Truck (Nordegg)		40,000	340,000										380,000		380,000		-		380,000	
206 UTV (Condor)								45,000					45,000		45,000		-		45,000	
306 UTV (Caroline)													45,000		45,000		-		45,000	
506 UTV (Nordegg)							45,000					45,000		45,000		45,000		-	45,000	
306T UTV Trailer (Caroline)		20,000											20,000		20,000		-		20,000	
506T UTV Trailer (Nordegg)			20,000										20,000		20,000		-		20,000	
912 WUI Trailer (HQ)				20,000									20,000		20,000		-		20,000	
P25 AFFRCS Radios		100,000											100,000		-		100,000		100,000	

Clearwater County
10-year Capital Plan
Emergency & Legislative Services

	Capital Investment												Funding			
	Budget	Budget	Projection										Grants	Reserves	Annual Taxes	10 YEAR Total
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	10 YEAR Total				
BA Compressors	25,000	35,000										35,000		35,000	-	35,000
SCBA		90,000										90,000		90,000	-	90,000
Hydraulic Tools Set		46,000	46,000		47,000							139,000		139,000	-	139,000
General (i.e. pressure washers, pumps)		25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000			250,000	250,000
All Weather Drone (New)			25,000									25,000		-	25,000	25,000
Total	278,126	2,434,000	456,000	205,000	1,492,000	80,000	590,000	515,000	440,000	755,000	545,000	7,512,000	-	7,137,000	375,000	7,512,000
Total Fire Rescue	284,064	2,622,000	1,205,500	1,717,000	1,492,000	620,000	634,500	515,000	577,000	801,000	637,000	10,821,000	-	8,076,500	2,744,500	10,821,000
Community Peace Officers																
General (i.e. scales, in vehicle electronics)	30,000	25,000	25,000	10,000	10,000							70,000			70,000	70,000
Total Emergency & Legislative Services	314,064	2,647,000	1,230,500	1,727,000	1,502,000	620,000	634,500	515,000	577,000	801,000	637,000	10,891,000	-	8,076,500	2,814,500	10,891,000

Legislative & Emergency Services

Operating

Budget Documents 2020, 21, 22 & 23

	Approved Budget 2019	Approved Budget 2020	Preliminary Budget 2021	Preliminary Budget 2022	Preliminary Budget 2023
Emerg & Leg Operations					
Fire Services					
Stations 10, 20, 30, 50 & 60 - Split 85, 14 & 1					
Reimbursement from Regional Partners	(\$253,407)	(\$266,700)	(\$268,508)	(\$268,508)	(\$268,508)
Memberships & Registrations	97,500	97,500	97,500	97,500	97,500
Subsistence & Mileage		45,000	45,000	45,000	45,000
Telecommunications	62,200	60,000	60,000	60,000	60,000
Fuel	47,000	47,000	47,000	47,000	47,000
Salary & Wages	602,300	646,400	640,000	640,000	640,000
Employer portion benefits (CPP, EI, Pension, Healthcar	22,220	108,800	108,800	108,800	108,800
Equipment Repairs & Maintenance	153,700	158,700	167,250	167,250	167,250
Building Repairs & Maintenance	111,850	72,000	72,000	72,000	72,000
Materials & Supplies	434,125	375,000	375,000	375,000	375,000
Contracted Services	170,500	174,000	177,500	177,500	177,500
	1,447,988	1,517,700	1,521,542	1,521,542	1,521,542
Headquarters costs split 47.5, 47.5 & 5					
Reimbursement from Regional Partners	(428,643)	(474,462)	(503,442)	(493,549)	(510,698)
Other Revenue	(22,000)				
Salary & Wages	588,156	625,030	643,596	669,340	696,113
Employer portion benefits (CPP, EI, Pension, Healthcar	125,714	136,145	141,591	147,255	153,145
Subsistence & Mileage	20,250	20,500	20,500	20,500	20,500
Membership & Registration	12,500	12,500	12,500	12,500	12,500
Contracted Services	29,250	60,000	85,000	34,750	34,750
Telecommunications	12,750	12,750	12,750	12,750	12,750
Materials & Supplies	14,500	16,000	16,000	16,000	16,000
Fuel & Oil	16,620	16,000	16,000	16,000	16,000
Equipment Repairs & Maintenance	9,500	11,000	11,000	11,000	11,000
	378,597	435,463	455,495	446,546	462,060

SCHEDULE "A"
ALLOCATION PROPORTION

ALLOCATION PROPORTION FOR OPERATING COSTS

75.75% County

23.25% Town

1% Village

**After two (2) years from the date of commencement of the Term of this Agreement, or upon the amalgamation of the County and the Village, whichever occurs first, the allocations shall be:

77% - County

23% - Town

ALLOCATION PROPORTION FOR CAPITAL COSTS

Station #10 (Leslieville)	100% County
Station #20 (Condor)	100% County
Station #30 (Caroline)	2% Village and 98% County
Station #50 (Nordegg)	100% County
Station #60 (Rocky)	50% County and 50% Town
Station #90 (Headquarters)	75.75% County 23.25% Town 1% Village

**After two (2) years from the date of commencement of the Term of this Agreement, or upon the amalgamation of the County and the Village, whichever occurs first, the allocations shall be:

77% - County

23% - Town

**Clearwater County
Emergency & Legislative Services
2020 CRFRS Capital Budget Adjustments**

<u>Unit #</u>	<u>2020 Approved Budget</u>	<u>2020 Revised Budget</u>	<u>Increase (Decrease)</u>	<u>Funding Source</u>
904	\$ 44,000	\$ 70,168	\$ 26,168	Fire HQ Reserve
906	44,000	70,168	26,168	Fire HQ Reserve
313	575,000	562,339	(12,661)	Fire Apparatus Reserve
306T	20,000	19,600	(400)	Fire Apparatus Reserve
Totals	\$ 683,000	\$ 722,276	\$ 39,276	

Recommendation:

That Council approves the following 2020 budget adjustment:

Increase CRFRS capital by \$39,276

Increase transfers from the Fire HQ reserve by \$52,337

Decrease transfers from the Fire Apparatus reserve by \$13,061

**Clearwater County
Emergency & Legislative Services
2020 CRFRS Operating Budget Adjustments**

Recoveries from Municipal Partners

	<u>Annual Recoveries</u>	<u># Months</u>	<u>Stations</u>	<u>Pro-rated Amounts HQ</u>	<u>Total</u>
Previous agreement (Jan - Mar/20):					
	\$ 266,700	3	\$ 66,675		\$ 66,675
	474,462	3		118,616	118,616
New agreement (Apr - Dec/20):					
	432,717	9	324,538		324,538
	220,657	9		165,493	165,493
Revised 2020 recoveries			391,213	284,108	675,321
Approved 2020 budgeted recoveries			266,700	474,462	741,162
Adjustment required			\$ (124,513)	\$ 190,354	\$ 65,841

Recommendation:

That Council approves the following 2020 budget adjustment:

Increase stations recoveries by \$124,513
 Decrease HQ recoveries by \$190,354
 Decrease contingency by \$65,841



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Town of Rocky Mountain House Eco Centre Project Proposal
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT:	Public Works Operations
WRITTEN BY:	Reid Williams, Manager Regional Waste & Kurt Magnus, Director
REVIEWED BY:	Kurt Magnus, Director & Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input checked="" type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Rocky Mountain House Request for Decision Sonnevera Eco Centre Design and Project Proposal Cochrane Eco Centre Spruce Grove Eco Centre Strathcona County Enviro Service Station Washington County Eco Center	

STAFF RECOMMENDATION:

That Council receives the Town of Rocky Mountain House ***'Eco Centre Design and Development Project Proposal'*** for information as presented.

BACKGROUND:

The Town of Rocky Mountain House (RMH) Council most recently adopted the *'Waste Reduction Strategy'* study, which was completed by Sonnevera International Corporation. In the study, one of the recommendations was to transform the Rocky Transfer Station into a diversion focused Eco Centre.

Furthermore, as outlined in the attached *'Town of Rocky Mountain House Request for Decision'* document, "...As a regional waste agreement is being reviewed, this may be the optimum time to explore this option for its feasibility and potential."

As such, the Town asked Sonnevera International Corporation to submit a proposal to explore and design the current RMH Transfer Station site to an Eco Centre (see attached *Eco Centre Design & Development Project Proposal*). Consequently, at their April 21st, 2020 Regular Council meeting, the town of Rocky Mountain House “**resolved that Council amend the 2020 operating budget to proceed with the Eco Centre Design and Development proposal as submitted by Sonnevera International Corporation in the amount of \$25,905 with the funds coming from the Environmental Reserve.**”

Eco Centre

An Eco Centre is essentially a recycling and re-use depot which emphasizes waste diversion and recycling of materials, and, moves away from the actual accepting of larger waste volumes. The Eco Centre usually provide for items that are not as commonly collected in the communities recycling “blue box” systems and, therefore, provides a facility that is able to accommodate other recyclable materials, as opposed to direct landfilling.

An Eco Centre may collect a variety of recyclable or re-usable items and every community Eco Centre has its own uniqueness (see attached Cochrane, Spruce Grove and Strathcona County Informational Documents; Note: These communities do not have their own landfill, henceforth, they transport to other facilities). Most of these centres provide recycle management for the following materials:

- 1.) Electronics,
- 2.) Paint and Household Hazardous Wastes,
- 3.) Blue Bag Materials (i.e.: paper, Cardboard, newsprint, some plastics),
- 4.) Plastics,
- 5.) Batteries,
- 6.) Fluorescent Light Bulbs,
- 7.) Yard Waste/Organics,
- 8.) Tires,
- 9.) Used Oil,
- 10.) Small Waste Volumes.

Locally, the Rocky Transfer Station receives all the above items, however, the facility also manages larger waste volumes at approximately 3,000 - 3,500 tonnes of waste per year. Currently, the Rocky Transfer Station could be considered an Eco Centre as most of the materials, that are commonly managed by these centres, are accepted at the Transfer Station. New lines of recyclable materials are usually added when there is an identified end use available and a willing receiver of these materials.

In short, one of the major underlying goals and objectives of an Eco Centre is to emphasize waste diversion. Eco Center sites are designed and managed to facilitate this goal and to work towards providing recycling solutions for more difficult to manage recyclables. Also, with limited waste acceptance, these facilities are usually designed to be under cover with efficient traffic flow (see attached picture of Washington County Eco Centre) while, ultimately, being focused on recycling, customer education and inter-action. In addition, Eco Centres typically manage fewer material weights and, therefore, the costs, on a per tonne basis, are usually higher than disposal.

On a final note, the Town of Rocky Mountain House feels it would be valuable if Clearwater County provided their input into the possible option of an Eco Centre and what Clearwater County would want or need as a service.



Request for Decision

Item:

Eco Centre Concept Proposal

CAO Comments:

N/A

Target Decision Date: April 21, 2020

Submitted By: Dean Krause, Town CAO

Reviewed By:

BACKGROUND

Overview:

Council has adopted the Waste Reduction Strategy and one of the recommendations was to adapt the transfer station to focus more on a role of diversion. Sonnevera International Corp. has submitted a proposal to explore and design this transformation from a waste site to an “eco-centre”. Administration is seeking Council’s decision on the proposal.

Legislation and Policy:

Environmental Sustainability Committee April 14, 2020

Waste Reduction Strategy - Eco Centre Project Discussion.

Res ESC-2020-005

Moved by Councillor Randy Brown

BE IT RESOLVED THAT Council rise and report the Waste Reduction Strategy - Eco Centre Project, to the April 21, 2020 regular Council Meeting.

CARRIED

Municipal Government Act

Municipal purposes

- 3** The purposes of a municipality are
- (a) to provide good government,
 - (a.1) to foster the well-being of the environment,
 - (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,
 - (c) to develop and maintain safe and viable communities, and
 - (d) to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services.

Expenditure of money

- 248(1)** A municipality may only make an expenditure that is
- (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,
 - (b) for an emergency, or
 - (c) legally required to be paid.
- (2)** Each council must establish procedures to authorize and verify expenditures that are not included in a budget.

Strategic Plan:

7. The Town of Rocky Mountain House is an environmental leader.

The Town is known for its location in a beautiful natural area and the first community on the North Saskatchewan River. There is an expectation from our visitors, citizens and other communities that we protect this environment. The Town recognizes this and understands that we need to show environmental leadership.

- a. The Town has a waste reduction strategy.
- b. The Town has a blue box program.
- c. The Town has programs to identify the community as environmental leaders.

Communication and Citizen Engagement:

Under the Town's Public Participation Policy, this item falls under Type 2 or 3 engagement at Council's discretion. Type 2 is Consultative Decision whereas public input is provided prior to decision through public hearing, open house, survey etc. Type 3 is a collaborative decision approach involving a task force or workshops. A design charrette is an option in the proposal.

Financial:

This item is not in the 2020 budget. If Council decides to proceed the budget would need to be amended. Administration would recommend that the funds come from the Environmental Reserve which had \$1,026,232 at the end of 2019.

Organizational:

If Council proceeds, additional work would be required of Council (workshops), the CAO, Legislative Services and the Director of Engineering Operations. All positions are capable of this work as it is normal process to be involved in projects.

Comments:

One of Council's goals in the Strategic Plan is for the Town to be an environmental leader. The Town has made advances in goal with the waste reduction strategy, additional recyclable container bins, combined heat and power project at the pool and commitment to the PACE program.

One of the recommendations of the Waste Reduction Strategy is to transform the transfer station into more of a waste diversion facility. As the regional waste agreement is being reviewed, this may be the optimum time to explore this option for its feasibility and potential. The proposed project would provide Council with this information. It would also be required to explore other options (curbside or communal organics and recycling)

to determine the best path forward. Administration is working on the costing of these other options. It may also be a combination of a couple of the options that provides the best solution.

As noted in the Communication section, public engagement is can be either consultative or collaborative at Council discretion. It can also be both such as an online survey on the concept and a charrette on the design concept. The proposal contains a charrette but not a survey, which could be done in house.

Finally, this is an unbudgeted item. If Council decides to proceed with the proposal the funds would need to be allocated. It is recommended that funds from the Environmental Reserve be used.

In summary, the proposal would provide Council with the feasibility of the concept and allow comparisons to other options to determine the best course of action in the 2021 budget process.

Alternatives:

Option 1

BE IT RESOLVED THAT Council accept the Eco Centre Design report for information.

Option 2

BE IT RESOLVED THAT Council consider the Eco Centre Design proposal in the 2021 budget discussions.

Option 3

BE IT RESOLVED THAT Council amend the 2020 operating budget to proceed with the Eco Centre Design and Development proposal as submitted by Sonnevera International Corporation in the amount of \$25,905 with the funds coming from the Environmental Reserve.

Recommended Alternative:

BE IT RESOLVED THAT Council amend the 2020 operating budget to proceed with the Eco Centre Design and Development proposal as submitted by Sonnevera International Corporation in the amount of \$25,905 with the funds coming from the Environmental Reserve.

Reports/Documents:

Sonnervera International Corp. Proposal

Town of Rocky Mountain House

Eco Centre Design and Development

Project Proposal

Submitted by:



sonnevera international corp.

Box 23
Bluffton, Alberta
T0C 0M0

T: (403) 843-6563
cseidel@sonnevera.com

Table of Contents

1 COMPANY BACKGROUND 3

2 RELEVANT PROJECT EXPERIENCE 3

3 PROJECT TEAM 3

4 METHODOLOGY 4

 4.1 Project Planning and Execution 4

 4.2 Transfer Station Site Review 4

 4.3 Best Practices Review 4

 4.4 Preparation of Site Design Options and Recommendations 5

 4.5 Capital and Operational Cost Estimates 5

 4.6 Community Engagement 5

 4.7 Draft Report 5

 4.8 Review Recommendations – Draft Presentation 5

 4.9 Final Report 5

5 PROJECT SCHEDULE AND COST 6

1 COMPANY BACKGROUND

sonnevera international corp. is an Alberta-based professional consulting firm that has provided expertise in the waste reduction field for over 20 years. sonnevera specializes in developing solid waste management planning, waste reduction strategies, recycling program design and evaluation, implementation plans, policy development and analysis, waste audits, public education and consultation, seminars, workshops and professional facilitation. sonnevera works with a wide range of clients, including municipal, provincial and federal governments, non-profit organizations, and the private sector.

sonnevera operates out of Bluffton, Alberta, with an ongoing staff contingent of two primary consultants and one administrative assistant. sonnevera has an extensive network of additional highly qualified professional consultants who are utilized on a project-specific basis, allowing for the creation of the most qualified team for each project.

2 RELEVANT PROJECT EXPERIENCE

Relevant projects to the Town of Rocky Mountain House Waste Reduction Strategy include the following:

- Waste Reduction Strategy (Town of Rocky Mountain House)
- Eco Centre Operational Review (Town of Cochrane)
- Waste and Recycling Services Lands Facility and Infrastructure Needs Assessment (City of Airdrie)
- Municipal Solid Waste Composition Study/Strategic Plan (City of Yellowknife)
- Solid Waste Management Program Review and Waste Reduction Strategy (Lac La Biche County)
- West Yellowhead Waste Reduction Planning (West Yellowhead Recycles)
- Waste Management Review (Town of Blackfalds)
- Solid Waste Management Program Review and Waste Reduction Strategy (Town of Hinton)
- Integrated Solid Waste Management Master Plan (City of Red Deer)
- Solid Waste Management Strategy and Implementation Work Plan (Municipality of Jasper)
- Solid Waste Management Review (Town of Edson/Yellowhead County)
- Solid Waste Diversion Study (Town of High River)

3 PROJECT TEAM

Christina Seidel, P. Eng., B.Sc. (Mech. Eng.), M.E.Des., PhD – Project Manager

Christina has an extensive background in waste reduction and recycling in Alberta and Canada. As the Executive Director of the Recycling Council of Alberta for 20 years, she has been very involved in the provincial waste management policy development arena, as well as local waste management issues faced by municipalities. Christina led the Solid Waste Management Review for the Town of Edson and Yellowhead County and was instrumental in developing Strathcona County's award-winning waste diversion program. She was also the lead consultant for the Town of High River and City of St. Albert Solid Waste Management System Reviews and led the project team on the City of Lethbridge Waste Reduction and Diversion Master Plan, as well as the City of Red Deer Integrated Solid Waste Management Master Plan and City of Yellowknife Municipal Solid Waste Composition Study/Strategic Plan. Christina has spoken across Canada and internationally on waste issues and is also well-known for her project management and facilitation abilities.



Lindsay Seidel-Wassenaar, P.Eng., B.Sc. (Environmental Engineering) – Waste Diversion Specialist (sonnevera)

Lindsay has been involved in numerous solid waste management projects and has conducted waste reduction and recycling consultations with municipalities. She has evaluated solid waste management programs for a variety of municipalities and assisted in the development and refinement of these programs. Lindsay has strong project management and well-developed facilitation skills. She also has extensive knowledge and experience with stakeholder engagement and thoroughly enjoys connecting with stakeholders throughout the duration of a project. She utilises her knowledge of the fundamentals of social marketing to increase environmentally sustainable behaviour, which, in turn, enhances community waste diversion and reduction programs. She also has competency in the design and implementation of new solid waste management strategies.

Lindsay has also been involved in consulting projects for institutions and non-profit industry stewardship organisations. Additionally, she has participated in and led a variety of waste audits, for a variety of organisations and materials, including municipalities, institutions, and container audits.

Additionally, sonnevera also has access to a wide variety of sub-consultants and can approach these individuals as required for participation on this project. sonnevera has significant experience as project lead and working with sub-consultants on project work.

4 METHODOLOGY

The following methodology outlines how sonnevera will develop a strategy/plan for transforming the Rocky Transfer Station into a diversion-focused Eco Centre.

4.1 Project Planning and Execution

The sonnevera project team will be available to meet in person with Town representatives to discuss project details. The project team will review and confirm scope of work, schedule, deliverables and milestones, discuss any additional relevant background information and confirm reporting, communications and decision-making protocol.

4.2 Transfer Station Site Review

With sonnevera having completed the Waste reduction Strategy, sonnevera staff are very familiar with Rocky's current Transfer Station. Therefore, an initial site visit will not be required. Instead, it is recommended sonnevera meet with Town Administration to determine site components that should be maintained and those that are able to be modified. Specific planning elements that will need to be determined at the beginning of the project include:

- Space limitations and/or restrictions
- Infrastructure enhancement opportunities

4.3 Best Practices Review

A review of Eco Centres serving similar populations and diversion options, in Canada and the United States, will be completed to assist in determining the feasible design elements for RMH. Examples of potential best practice sites include Cochrane, AB, Hamilton, ON, Edson, AB, and Orange County, North Carolina.

Summary of Best Practices will be presented to Administration, and Council if desired, for review and discussion of applicable design components for Rocky's Eco Centre.

4.4 Preparation of Site Design Options and Recommendations

Options for the Eco Centre will be based on information from the Waste Reduction Strategy, best practices review, Administration requests and overarching goals of Council.

Priority elements of consideration for the Eco Centre design will include:

- Traffic flow (safety of users)
 - One-way traffic
 - Parking stalls
- User efficiency
- Diversion potential
 - Organics collection
- Reuse centre incorporation
- Functional operations office and kiosk
- Household hazardous waste collection area/building (including used oil collection)
- Maintaining source separation of recyclables
- Baled recyclables storage area
- User pay garbage disposal option(s) (fee for service)
- Storage bunkers (tires, yard waste) and roll-off storage (C&D waste)
- Signage
- Site aesthetics (landscaping, lighting, etc.)

4.5 Capital and Operational Cost Estimates

sonnevera will provide high-level capital and operating costs for the proposed Eco Centre based on current site usage, including material volumes, number of customers/loads, etc. This exercise will build on sonnevera's familiarity with the current site and its operations to update cost components such as staffing, infrastructure, and equipment requirements.

4.6 Community Engagement

Although initial engagement with the community was completed as a part of the Waste Reduction Strategy, the Town of RMH may decide additional engagement is advantageous as a part of the Eco Centre transition project. Currently the Transfer Station is used as a diversion and disposal option for many businesses in Town, as well as County residents. Therefore, considering the needs and wants of businesses, as well as residents, is an important step in the Eco Centre design.

If additional community engagement, especially with businesses, is deemed required, sonnevera can complete a stakeholder engagement plan and carry out the engagement sessions as a "Design Charrette" type process.

4.7 Draft Report

A Draft Report summarizing design recommendations and options will be delivered in MS Word and PDF formats for review and comments by the targeted delivery date agreed upon by both parties.

4.8 Review Recommendations – Draft Presentation

If desired by the Town, sonnevera will present the Draft Report to municipal representatives to discuss the site design options and recommendations prior to completion of the Final Report. Modifications and enhancements, based on feedback received from the presentation, will be incorporated into the Final Report.

4.9 Final Report

The Final Report will be submitted as a PDF document, fully indexed and linked for ease of utilization.



5 PROJECT SCHEDULE AND COST

Work for this project will take place during the Spring and Summer of 2020.

Final schedule of project services to be determined and agreed upon by both parties, with an estimated project budget outlined below:

Table 1: Project Budget

Deliverables	Project Team/Project Hours/Rate Per Hour			Total \$ (Labour & Expenses)
	Christina Seidel	Lindsay Seidel-Wassenaar	Administration	
	\$175	\$125	\$50	
Project Planning	4	4		\$1,200
TS Review	2	4		\$850
Best Practices Review	2	12		\$1,850
Preparation of Site Design Options and Recommendations	14	40		\$7,450
Capital and Operational Cost Estimates	4	2		\$950
Draft Report	6	16	6	\$3,350
Review Recommendations - Draft Presentation	6	8	2	\$2,150
Final Report	2	4	2	\$950
<i>Community Engagement* - Design Charrette option</i>	20	24	2	\$6,600
Expenses	\$ 555	\$ -	\$ -	\$ 555
Total	60	114	12	\$25,905

*If deemed required. Budget total without Community Engagement is \$19,305.

Notes:

1. GST not included
2. Expenses include mileage, accommodation, meals, telephone and office expenses

Cochrane.

ECO CENTRE

ECO CENTRE CLOSED

AS PART OF THE TOWN'S PROACTIVE MEASURES TO CURB THE POTENTIAL SPREAD OF COVID-19, THE ECO CENTRE - ALONG WITH OTHER TOWN FACILITIES, IS CLOSED UNTIL FURTHER NOTICE.

Our staff come into direct contact with much of the material that is dropped off at the Eco Centre, which increases the risk of potential exposure to the COVID-19 virus.

Our priority is always the safety of staff and residents. The Town has extended the cancellation of events until July 2, including Town events and gatherings, and includes our **Compost Give-Away Events**.

Please continue to use your compost carts for weekly collection including grass clippings, small branches, leaves and food scraps. Please continue to check the Town's website for updates.

The Curbside Collection Program (including black waste carts, green organics carts and blue recycling carts) is continuing as normal.

Please do not put additional recycling or waste next to your cart, or outside the Eco Centre fence. Please continue to use your carts for weekly collection or hold onto the excess until the Eco Centre reopens.

To manage extra recyclables, you can break down boxes to make more room in the blue bin.

If you need additional waste capacity, call the Hotline at 403-851-2277 to order another black cart. For this period, the \$40/cart delivery fee will be waived (\$14/month service fee will still apply).

Store your Eco Centre items, like paint and electronics, in a safe place for the time being.

Although Calgary Landfills and Rocky View County's transfer sites remain open for residents, we encourage you to hold onto your additional recyclable materials and/or Eco Centre items if possible, to comply with the state of local emergency, physical distancing, and self-isolation best practices.

How to Properly Store Household Hazardous Waste During the Eco Centre Closure

When storing household hazardous waste, it is recommended that containers be:

- in good condition and not leaking

- compatible with the materials that you are storing to avoid corrosion or chemical reactions that could result in fire
- clearly marked and labelled to identify what is being stored

Where possible, please keep materials in their original containers. Do not mix different types of hazardous wastes in a bottle or container as it can be extremely dangerous.

For more information, please visit [Alberta Government, Storing and Disposing of Hazardous Waste and Recyclables Fact Sheet](#).

We want to thank you for your patience and understanding during this challenging time.

The Eco Centre

Cochrane Eco Centre is a self-sorting facility located at 50 Griffin Industrial Point. Attendants are on-site at all times and reserve the right to refuse material due to site capacity restrictions. Our Health and Safety policy restricts scavenging in the yard.

For information on applicable costs, please go to [Rate & Fees](#).

Year Round programs

Book Room

- **Miscellaneous** - cell phones, eyeglasses, pop can tabs rechargeable & alkaline household batteries, fluorescent tubes, CFLs (please handle all bulbs with mercury carefully). More than 4 tubes=charge of \$0.30/ft.
- **Book exchange** - trade your old but readable books for new ones.

Main Building

- **Newspaper & newsprint**
- **Mixed paper** - coloured paper, wrapping paper, brown paper, envelopes (except bubble), junk mail, magazines, phone books, office paper, shredded paper (loose in the mix paper bin).
- **Plastic bags & film** - plastic wrap, plastic film, re-sealable bags, grocery bags
- **Mixed plastics** - plastic jugs & bottles, tubs, pails & clamshell containers, car seats, booster seats
- **Beverage containers** - Pop, beer, water, wine & juice bottles, milk and juice cartons and tetra packs

Side Yard

- **Food Waste Composting** - Bring food waste to the Cochrane Eco Centre where it will be turned into high quality garden and landscape compost. Please bring your food waste in a sealed bucket or certified compostable bag and empty into the designated bin.
- **Oil waste** - used motor oil & transmission fluid up to 40L/week/household
- **Paint Drop-off** - cans and aerosols accepted up to 20L/week/household

Hazardous Waste - please ensure your chemicals are clearly labelled, sealed and if possible in original containers. This includes all household chemicals, solids, liquids & tanks.

Anything with a symbol like this, we will accept, up to 5L/week/household



TOXIC CORROSIVE FLAMMABLE PRESSURIZED

Back of Main Building

- **Glass & jars** - food bottles & jars. **No** ceramics, pottery, mirrors, light bulbs or windshields.
- **E-Waste** - monitors, laptops, printers, faxes, cables, mice, keyboards, TV's.....anything with an electrical cord
- **Clothing & Textiles** - gently used and clean clothes, blankets, towels, linen and shoes & textiles
- **Cardboard** - clean and dry flattened cardboard, corrugated cardboard, boxes & tubes, egg cartons
- **Vehicle batteries** - please see on-site attendant
- **Mixed metal & tin** - tin food cans, tin foil, pie plates, scrap metal, bbq's (remove hoses, plastics & tank)
- **Bicycles** - Bicycles donated are free for the taking.
- **Appliances** - fees apply
- **Expanded Polystyrene Styrofoam**- packing foam, packing foam peanuts (must be bagged), foam serving ware, take out containers, meat trays, egg cartons. All foam must be clean of residue and free of tape/labels. No spray foam, textile, furniture or insulation foam. Film foam goes with plastic bags.
- **Branches** - Tree trimmings and branches go in the branches bin. Maximum branch/tree diameter is 15 cm and length is 1.5 metres and limited to 1/2 a level pick up truck load (standard 6 ft box)/user/week due to limited site capacity.

Pay-As-You-Throw Waste Disposal

Dispose of extra bagged household waste and miscellaneous small waste items (broken lawn chairs, old garden hoses etc.) for a small fee of \$3 per bag or \$30 per truckload. Waste must be contained within a clear or semi-transparent bag to allow the Eco Centre attendant to determine if a bag contains recyclable or organic material. **No recyclable or organic material will be accepted in PAYT.** This program runs all year at the Eco Centre.

For more information on applicable costs, please go to [Rate & Fees](#).

Not accepted

- **Needles** - Dispose of sharps safely at Cochrane pharmacy locations. Needles must be in a sealed, puncture proof container with a tight fitting lid.
- **Mattress & boxspring** - [Calgary landfill](#) otherwise [re-matt.com](#) recycles them
- **Tires** - return tires to your favorite Cochrane retailer or dealership for recycling
- **Furniture** - donate if possible, if not it goes to [Calgary landfill](#)
- **Water Softener** - goes to Calgary landfill

Fitnes equipment - residents & owner large pieces of fitness equipment go to Calgary Landfill.

Page 16 of 34

- **Construction waste** - fence, drywall, treated wood, cement, etc. goes to [Calgary landfill](#)
- **Clean Fill** - up to 10Kg's of sod & soil can go in the green cart, more than that goes to [Calgary landfill](#). Landfill rates will apply.

Seasonal programs

Yard Waste bin *CLOSED*

Leaves, grass, non-invasive weeds and garden debris go in the yard waste bin. There are no bags allowed in this bin. If you come with bags, please dump the leaves and grass into the bin and either recycle or reuse your bags. The leaves and grass bin is not available for commercial firms, landscape or maintenance companies. Large amounts of clean fill (sod and soil) need to go to a [Calgary landfill](#) (April - November). Landfill rates will apply.

Christmas Trees

If curbside Christmas tree collection is missed or unavailable in your location, natural Christmas trees may go in the branches bin at the Eco Centre in December and January each year.

Last Updated: April 7, 2020

FAQs

- [Where is the Eco Centre located?](#)
- [What are the Eco Centre hours of operation?](#)
- [Is the Town hosting its annual Compost Give-Away events?](#)

[View All](#)

RATES & FEES

Curbside collection fees	Fee
Waste, recycling, organics curbside cart collection	\$22.48/month
Waste cart replaced or added	\$45
Recycling cart replaced or added	\$70
Organics cart replaced or added (bylaw sets the size)	\$70/240L \$45/120L
Additional waste cart collection rate	\$14/month/cart
Additional recycling cart collection rate	\$7.55/month/cart
Additional organics cart collection rate	\$7/month/cart
Excess waste bag (set beside waste cart for curbside collection)	\$3
Eco Centre fees VISA, Mastercard, Interac, Cash	Fee
Eco Centre fee	\$5/month
Eco Centre pay-as-you-throw clear bag (no recycling, no organics)	\$3
Eco Centre pay-as-you-throw truck load	\$30/load
Eco Centre Appliance - fridge, freezer, water cooler, air conditioner	\$40
Eco Centre Appliance - stove, washer, dryer, dishwasher, furnace	\$30
Eco Centre Appliance - microwave, hot water tank	\$15
Compost Event (2 per year)	Free
Shredding Event (1 per year)	Free
Borrowing Event Containers	Free

Updated: January 2, 2020

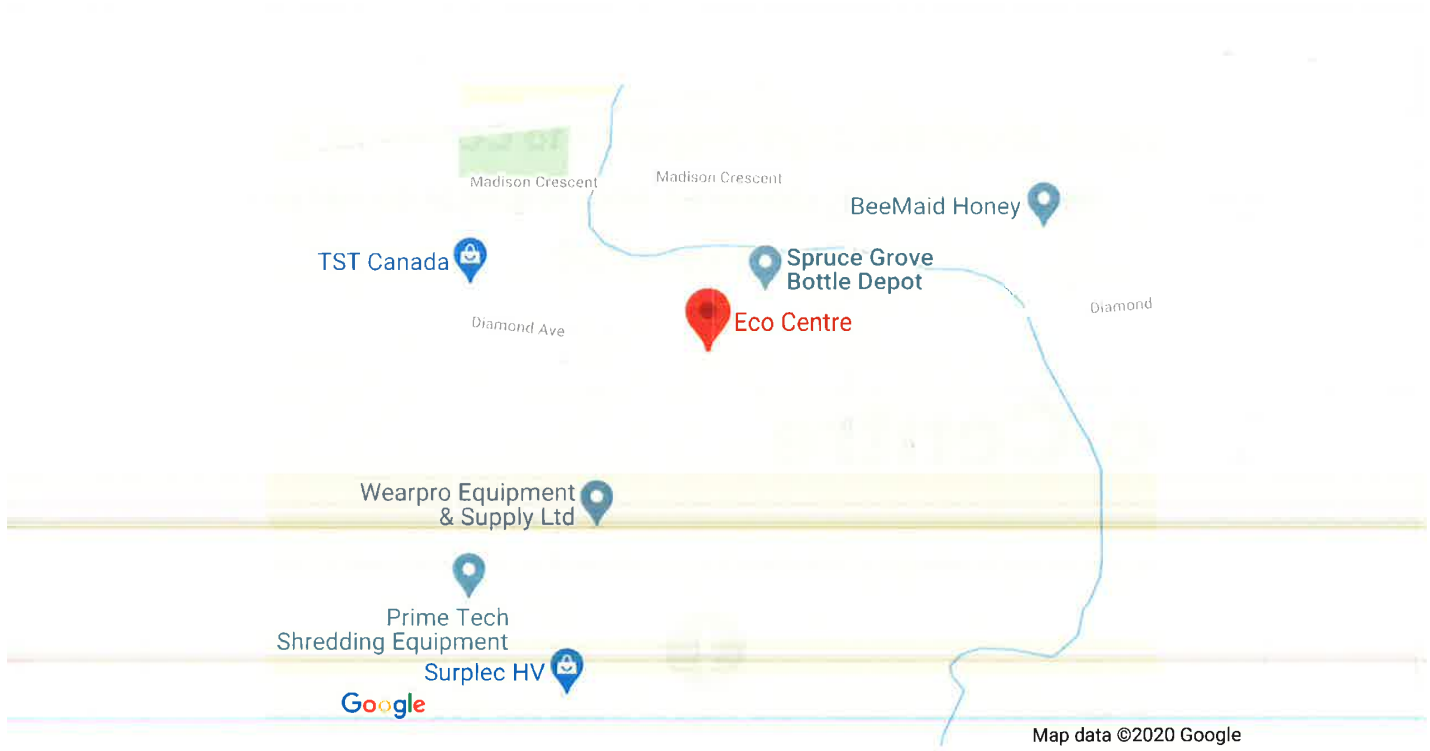
! Learn about the City's response to COVID-19, including news updates, closures and impacts to services. [\(/covid19/\)](#)

Eco Centre



COVID-19 Update: residents are asked to use the Eco Centre for critical needs only. If you must visit the Eco Centre, please be aware that the following guidelines ([/government/news/new-guidelines-in-place-for-disposing-of-household-garbage-recycling-and-organics/](#)) are now in place. Staff are also unable to assist in unloading items from your vehicle.

The City's Eco Centre, located at 50 Diamond Ave., is a drop-off facility where residents can take items that can't be placed in their black waste cart ([/services/garbage-organics-recycling/garbage/](#)), green organics cart ([/services/garbage-organics-recycling/organics/](#)), or blue recycle bag ([/services/garbage-organics-recycling/blue-bag-recycling/](#)). Items that can be brought to the Eco Centre include household hazardous waste ([/services/garbage-organics-recycling/eco-centre/household-hazardous-waste/](#)), electronics, appliances and extra garbage.



Hours

- Tuesday to Saturday: 10 a.m. to 5:30 p.m.
- Sunday and Monday: Closed
- Statutory holidays: Closed

Payment

The Eco Centre will only accept debit, Visa and MasterCard. Remember to come with your card.

Accepted items

Wondering what you can bring to the Eco Centre? [View the list below](#), or get the app (</services/garbage-organics-recycling/sort-with-success/>)!

Accepted items*

2019 Disposal fee**

Accepted items*	2019 Disposal fee**
Blue bag recyclables (/services/garbage-organics-recycling/blue-bag-recycling/)	No charge
Construction material or wood	\$18 per 1 cubic metre (1/2 level truck box) \$36 per 2 cubic metres (level truck box) \$54 per 3 cubic metres (heaping truck box)
Corrugated cardboard Flattened, no larger than 2 ft. x 2 ft.	No charge
Electronics Computer monitors and processors, cell phones, televisions, VCRs and DVD players, printers, laptops, stereos, microwaves	No charge

Accepted items***2019 Disposal fee******Garbage, furniture and other household items**

\$3 per bag (up to equivalent of 100L)

\$5 per small item

\$10 per chair

\$12 per love seat

\$18 per sofa (one piece) or sofa bed

\$20 per mattress

\$20 per box spring

\$18 per 1 cubic metre (1/2 level truck

box)

\$36 per 2 cubic metres (level truck box)

\$54 per 3 cubic metres (heaping truck

box)

Glass food jars (clear)

No charge

Clear glass food jars must be clean and free from dirt or residue. Labels on jars are acceptable and any lids can go in the metal bin also located at the Eco Centre. Broken glass food jars or coloured glass will not be accepted.

Household hazardous waste (/services/garbage-organics-recycling/eco-centre/household-hazardous-waste/)

No charge

Metal

No charge

Accepted items*	2019 Disposal fee**
<p>Organic waste Up to 3 cubic metres. If bagged, bags must be compostable. Tree branches must be less than 10 cm in diameter and 2 m in length.</p>	No charge
Propane tanks	<p>\$2 per tank less than 1 lb. \$5 per tank between 1 lb. and 30 lbs. Over 30 lbs. - Not accepted</p>
<p>Tires 39 inch diameter or less, rims removed</p>	No charge
<p>White goods NOT requiring CFC removal Refrigerators, stoves, freezers, washers, dryers and air conditioners.</p>	No charge
<p>White goods requiring CFC removal Refrigerators, freezers, air conditioners and water coolers. RV refrigerators are not accepted.</p>	\$20 per appliance

* Load acceptance at discretion of attendant.

** Values at discretion of attendant.

In this section

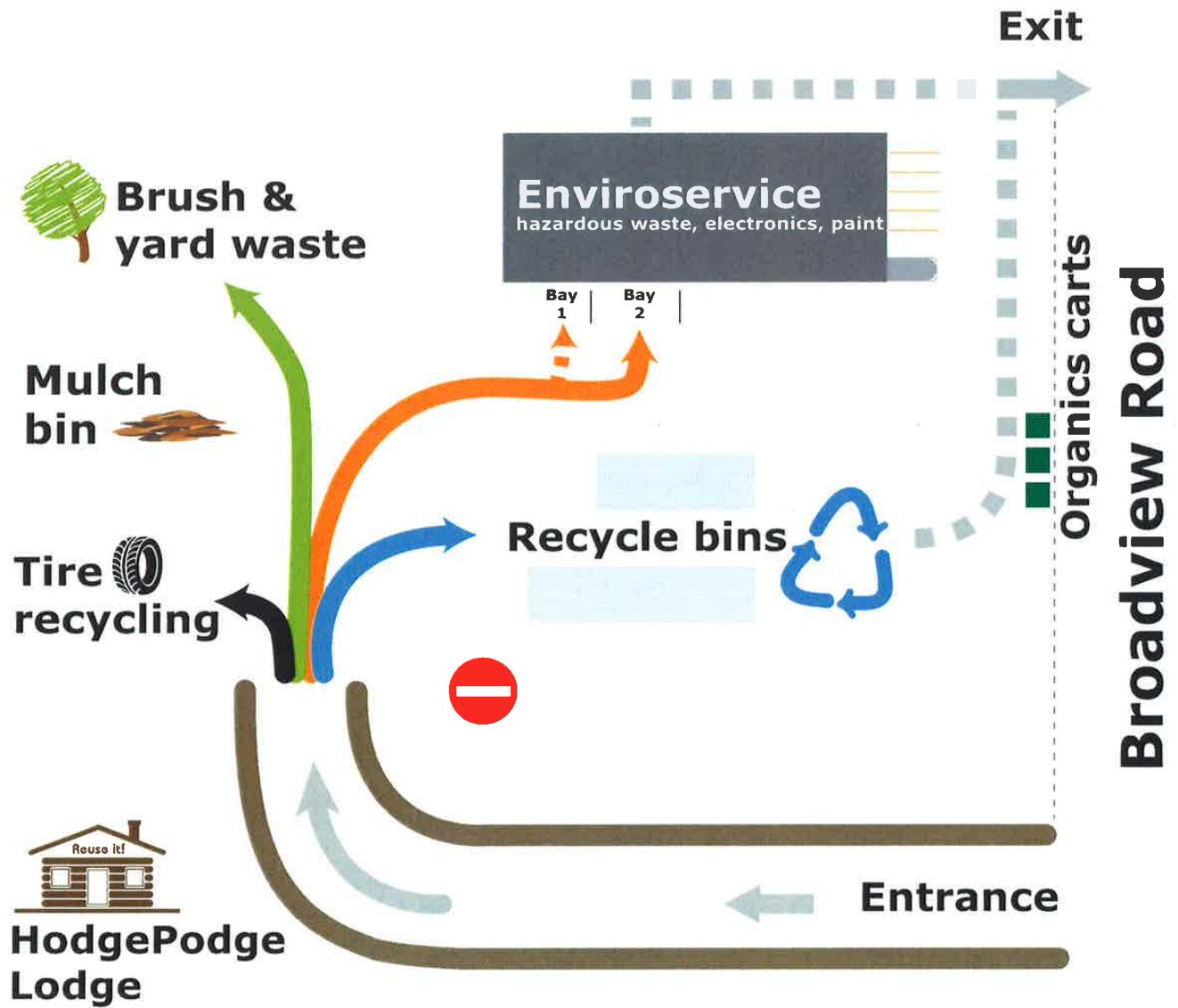
Eco Centre (/services/garbage-organics-recycling/eco-centre/)

E-roundup (/services/garbage-organics-recycling/eco-centre/e-roundup/)

Concrete and Asphalt Recycling (/services/garbage-organics-recycling/eco-centre/concrete-and-asphalt-recycling/)

Household Hazardous Waste (/services/garbage-organics-recycling/eco-centre/household-hazardous-waste/)

Welcome to the new Enviroservice Station





Broadview Enviroservice Station

Ph. 780-449-5514

101 Broadview Road, Sherwood Park

 [View map](#)

The Broadview Enviroservice Station is your one-stop-eco-friendly shop! Drop off your **household hazardous waste, electronics and appliances** for proper disposal or recycling. These items are **not collected at curbside**.

Hours of operation: CLOSED until further notice as of end of day Friday, March 27

Also at the Enviroservice Station are:

- [Recycling bins](#)
- Brush and yard waste bins
- Tire recycling
- Reusable clothing donation bin
- [Shoe recycling](#)
- Empty gift card collection
- Tetra paks
- Styrofoam (*large packing material only*)

[View yard map \(109.8 KB\)](#)

Should I bring it to the Enviroservice Station?

Waste Wizard	Need help?	Share
--------------	------------	-------

Type the name of a waste item and we'll tell you how to recycle or dispose of it.

[Privacy](#) | [Terms of Service](#) | [Cookie Policy](#)

List of Materials (https://www.strathcona.ca/your-property-utilities/garbage-and-recycling/broadview-enviroservice-station/#!rc-cpage=wizard_material_list)



(<https://api.recollect.net/app/Strathcona/waste/android?direct=1>)



(<https://api.recollect.net/app/Strathcona/waste/ios?direct=1>)

Fees

If you have extra waste occasionally that will not fit into your black cart, you can take these materials to the Enviroservice Station. A fee will apply.

Fees for extra waste:

- \$1 per fluorescent tube after ten (the first ten are free)
- \$5 per small item (such as lawn chairs, stools, kid's small pool, kitchen sink, garbage bag, etc.)
- \$15 per large non-reusable furniture item (such as couches, appliances etc.)
- \$60 per 1/2 tonne truck load

Cash only (receipt available upon request).

Special items

1. How do I dispose of electronics? [🔗](#)

All electronics can be taken to the Broadview Enviroservice Station.

Other options:

Staples Business Depot

- Accepts small electronics (computers, printers, mice and monitors)
- Location: 350, 390 Baseline Road, Sherwood Park

Edmonton [Eco Station](#)

2. How do I dispose of large amounts of used oil? [🔗](#)

If your farm or business has large amounts of used oil, visit [Alberta Used Oil Management](#) or call 1-888-922-2298 to find out where you can dispose it.

3. How do I dispose of reusable items? [🔗](#)

If your items are reusable, please donate them to a [local charity](#).

4. What are some common items accepted at the Enviroservice building? [🔗](#)

Please label all items that are not in their original container.

- abrasive cleaners
- acetone
- aerosol sprays
- alkaline batteries (non-rechargeable)
- all-purpose cleaners
- antifreeze
- appliances (fridges, stoves, dishwashers, freezers, washer/dryers)
- barbecue propane tanks (20 lb or under)
- bleach
- butane
- car batteries
- cell phones
- computers (monitors, keyboards, hard drives, accessories)
- disinfectants
- drain cleaner
- fabric softeners
- fire extinguishers
- fluorescent tubes (first ten are free, after that fees apply)
- furnace
- hot water tanks
- insecticides
- kerosene
- metal
- microwaves
- oil
- oven cleaners
- paint thinners/strippers
- paints (oil/water based)
- pesticides
- rubbing alcohol
- rechargeable batteries
- small appliances
- solvents, turpentine, varnish, lacquers
- stereos, speakers
- televisions
- wood preservatives

5. What items are NOT accepted at the Enviroservice building? [🔗](#)

- commercial hazardous waste
- biomedical waste
- expired medication (take to your local pharmacy for proper disposal)
- explosives (road flares, model rocket engines, etc...)
- radioactive waste
- munitions and firearms (bullets, weapons, etc...)
- fireworks
- pressurized tanks (oxygen, acetylene tanks)

6. Why are there operating hours at Broadview Enviroservice Station? [🔗](#)

The Station has staff on-hand during operating hours to assist residents with proper waste disposal. There was a lot of contamination in the recycle bins when it was open 24/7.

Contamination was increasing costs significantly and entire bins had to be sent to landfill instead of being recycled. Having operating hours will reduce contamination and illegal dumping.

Recognition

Broadview Enviroservice Station received a [2018 Collection Site Award of Excellence](#) from the Alberta Recycling Management Authority. These awards recognize the work of registered electronics, paint and tire collection sites throughout Alberta. Thank you to all our staff for their hard work, and to all our users for helping us conserve resources and reduce the waste sent to landfills.

Thank you for doing your part!

The Broadview Enviroservice Station had another successful year with over 38,500 visits and a large number of items brought in for recycling including:

- Over 8,500 TVs, computers, laptops and printers
- Approximately 100,000 litres of oil
- Approximately 230 totes of paint and aerosols
- Approximately 900 drums of hazardous wastes
- Approximately 13 metric tonnes of household batteries

The Enviroservice station is available for all Strathcona County residents even if you do not

subscribe to the Green Routine.

Utilities

Phone: 780-449-5514

greenroutine@strathcona.ca

Last updated: Wednesday, April 29, 2020

Page ID: 39491

[Back to top](#)

County Hall

2001 Sherwood Drive
Sherwood Park, Alberta
Canada T8A 3W7

 [View map](#)

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[Manage your alerts](#)

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[780-464-8111](tel:780-464-8111)

info@strathcona.ca

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Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Town of Rocky Mountain House - Clearwater County Negotiating Committee Appointments
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	CAO Office Tracy Haight, Executive Assistant Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Rocky Clearwater Protocols April 24	

STAFF RECOMMENDATION:

That Council appoints the Reeve, two councillors plus an alternate, and the CAO as Clearwater County Negotiating Team representatives to the *Town of Rocky Mountain House - Clearwater County Negotiating Committee*, effective May 12, 2020, until negotiation of agreements for solid waste services and revenue sharing and, the Intermunicipal Collaboration Framework are complete, or April 1, 2021, which ever occurs first.

BACKGROUND:

The Town of Rocky Mountain House, Village of Caroline, and Clearwater County entered facilitated mediation in November 2019, to negotiate service agreements for fire and solid waste and individual revenue sharing agreements with each municipality. This mediation resulted in an executed new Regional Intermunicipal Fire Rescue Services Agreement effective April 1, 2020.

As of March 23, 2020, the Town of Rocky Mountain House terminated the facilitated intermunicipal mediation due to cost concerns. Although the Village of Caroline is declining participation in further mediation, the Town asks that Clearwater County continue negotiations, by committee and without a facilitator, with the Town for the Solid Waste Services Agreement and Revenue Sharing Agreement and the Intermunicipal Collaboration Framework (ICF).

The attached *Intermunicipal Collaboration Framework and Agreements Discussion Protocols* document, reviewed by both Town and County Councils, provides guidelines for the proposed Negotiating Committee to continue working on the outstanding agreements.

As per Section Four (4) of the *Protocols*, each municipality is to appoint a Negotiating Team composed of the following: Chief Elected Official (Mayor/Reeve); two councillors plus one alternate; and, CAO or designate to constitute the Negotiating Committee.

It is anticipated that the Committee will begin negotiations on a new solid waste services agreement immediately. It is also anticipated that negotiations on revenue sharing will follow next, as the Town expressed their preference of signing the revenue sharing agreement in conjunction with the ICF. The Province recently extended the deadline for municipalities to complete an ICF to April 1, 2021, due to the COVID-19 situation.

TOWN OF ROCKY MOUNTAIN HOUSE/CLEARWATER COUNTY
INTER-MUNICIPAL COLLABORATION FRAMEWORK AND AGREEMENTS
DISCUSSION PROTOCOLS

1. CONTEXT

These Protocols have been agreed to by the Town of Rocky Mountain House and Clearwater County in support of and to enable their shared desire to work cooperatively together to achieve mutual benefit and betterment for both municipalities. In so doing they are committed to working to better understand each other and each other's realities and aspirations while recognizing that neither can exist nor succeed in isolation of the other. Together they want to better position themselves to meet the challenges and take advantage of the opportunities that the future will inevitably hold.

2. PARTIES

The parties to this inter-municipal cooperation framework, inter-municipal agreements and the discussions/negotiations flowing from it are the Town of Rocky Mountain House ("the Town") and Clearwater County ("the County").

3. AGREEMENT TO NEGOTIATE

The parties agree that they will participate in good faith to discuss and negotiate ways to cooperate more effectively together while considering the interests of each municipality.

4. NEGOTIATING TEAMS AND NEGOTIATING COMMITTEE

The Councils for the Town and the County have appointed representatives for the purposes of the discussions/negotiations related to this cooperative initiative. If a permanent vacancy occurs, Councils for the respective municipality can appoint another as replacement in their place.

To ensure continuity the negotiations will be conducted by Negotiating Teams composed of the following: the Mayor of the Town of Rocky Mountain House, the Reeve of Clearwater County, two elected officials, an alternate, the Chief Administrative Officer or designate. One other staff member from each of the Town and County may also attend but are not considered part of the Negotiating Team.

The Negotiating Team constitute the Negotiating Committee.

5. OBSERVERS

Subject to the provisions of Section 4, and except by agreement between the parties, there will be no observers.

6. ROLE AND ATTENDANCE OF ADMINISTRATIVE SUPPORT and/or TECHNICAL OR EXPERT ADVISORS

Either party may, with the agreement of the other, invite external consultants and/or administrative support to attend a session.

External attendees agreed upon by the Negotiating Committee will be reflected on the meeting agenda(s) of

the session(s) they will be attending.

External consultants and/or administrative support in attendance at a session will be subject to the provisions of the Discussion Protocols.

7. REPRESENTATION AT SESSIONS AND QUORUM

To be respectful of each other and each other's time, both parties agree that attending all meetings will be a priority for all representatives.

All Negotiating Team members will have a voice at the table. External consultants and/or Administration, when in attendance, will only speak on technical advice and only when requested to do so by one of the Negotiating Teams.

A quorum is any three (3) members of the Negotiating Team from each party and one of those members must be the CAO or designate, however the CAO or designate are not voting members. Quorum will be established at the start of the meeting. If there is no quorum within a reasonable period of time after the time set for the meeting, the meeting may be adjourned to the time of the next meeting. Alternatively, with the agreement of both parties, the meeting can be used as an informal working session, the results of which must be presented and if appropriate, ratified, by the Committee once quorum is re-established.

8. DECISION-MAKING AUTHORITY

The parties acknowledge and agree that any issue agreed to in discussions/negotiations is an agreement in principle that is subject to approval by the Councils for the Town and the County.

9. RESOLUTION OF ISSUES BY NEGOTIATING TEAMS

The Negotiating Team will work to achieve consensus on the issues or package of issues before them. The parties agree that each Negotiating Team will own the consensus achieved through the discussion/negotiations and will represent it to their respective Councils.

For purposes of the discussions/negotiations consensus will be defined as "I can live with it".

10. FREEDOM TO SPEAK AND CONFIDENTIALITY

Except as set out elsewhere in these Protocols or unless the parties have specifically agreed to release information, all discussions/negotiations, summary notes of discussions/negotiations and all other records or information generated for the purposes of the discussions/negotiations are to be kept confidential recognizing that:

- a) other Council members will be informed about discussions/negotiations during closed session meetings;
- b) communication within the Negotiating Committee and to Councils and select administrative support may be by electronic means recognizing that such communication is to be treated as confidential if it pertains to the content of the discussions/negotiations and that further dissemination beyond the Committee or Councils and select administrative support by electronic means is not permitted.
- c) any information that is in the public domain but not the confidential negotiation discussions about that information, may be used by either party; and

- d) disclosure of information associated with the discussions/negotiations can be made to external consultants and/or administrative support only. This will only be done on a "need to know basis" and the person(s) will be required to keep all associated information confidential in accordance with these Protocols. Any other disclosure must be done with prior consent from the Negotiating Committee.

11. WITHOUT PREJUDICE DISCUSSIONS AND FULL DISCLOSURE

Full disclosure is essential to coming to an understanding and resolution of issues in the discussions/negotiations. Both parties agree that all negotiation discussions are made "Without Prejudice" and cannot be used as evidence or information in any other process or proceeding without the express written agreement of the other party.

12. ACCESS TO INFORMATION

Both parties agree that they will make best efforts to provide requested information to the Negotiating Teams.

13. REPORTING TO COUNCILS

To ensure that Councils are kept fully informed in a timely manner, after each session, each Negotiating Team will report back to their respective Councils during closed session meetings. The parties acknowledge and agree that any confidential negotiation discussions with the other party presented to Council during closed session meetings will not be disclosed by the Council, any individual Councillor or municipal staff member to the media or any other person unless agreed to by both Negotiating Teams.

Negotiating Teams are responsible for bringing feedback from their respective Councils to the discussion/negotiation table.

14. RESPECTFUL DISCUSSION AND BEHAVIOUR

To build trust and foster open, honest, and effective discussion Negotiating Team members agree to engage in respectful behaviour at all times throughout the discussions/negotiations. As needed, any representative of the Negotiating Team may call for a "time out".

15. CAUCUSING

Both parties agree that caucusing will be used as needed and that either party may call a caucus during the course of a session.

Caucuses will normally be time limited. The Negotiating Team will share the results of caucuses once the full Committee has reconvened.

16. COMMUNICATION WITH THE MEDIA

The parties may agree to prepare and distribute a joint media release at various times throughout the discussions/negotiations. The Town of Rocky Mountain House Mayor and the Clearwater County Reeve will act as the spokesperson for each party. Key messages to be released to the media and/or to the public will be discussed and finalized at the end of each negotiation meeting as a standing agenda item.

17. COMMUNICATING WITH THE PUBLIC

Any consultation, communication, or dissemination of information with or to the public will be done jointly. Each party's logos and authorized signatures will be required on each joint communication with the public. Each municipality will act as the post office for joint communication to their respective ratepayers.

18. NEGOTIATING COMMITTEE CHAIR AND VICE-CHAIR

At its first meeting the Negotiating Team shall appoint the Mayor and Reeve as alternating Chair and the Mayor and Reeve as alternating Vice-Chair of the Negotiating Committee. The Chair, or in his or her absence, the Vice-Chair, shall be responsible for chairing the Negotiating Committee sessions.

19. RECORD KEEPING

At its first meeting one of the parties will agree to appoint a staff member to act as the Recording Secretary for the Negotiating Committee's sessions. Each Negotiating Team has the option to appoint a Recording Secretary if agreement cannot be reached on one Recording Secretary. If two Recording Secretaries are present, they shall compare and agree on the notes prior to distribution. The Recording Secretary(s) will provide confidential meeting notes that will summarize the Committee's discussion within ten calendar days of the end of a session. At the conclusion of each session, the Chair will review the items discussed and summarize the consensus achieved or still to be achieved by Negotiating Teams on the items discussed. In addition, if any information has been requested during a session, the Chair will outline the requests and specify responsibilities for providing the information requested. Both Negotiating Teams will indicate their approval of this summary or provide clarification at the conclusion of the session. The written meeting notes will be reviewed as one of the first orders of business at the next scheduled session.

20. SCHEDULE, LOCATION AND HOSTING OF SESSIONS

The intention is to meet every two to four weeks until discussions/negotiations are concluded. Session dates and times may be changed by mutual agreement of the parties.

The parties will take turns hosting the sessions. Meals will not be provided by either host.

21. SESSION AGENDAS

The Committee will develop the agenda for each session. Session agendas will be distributed by the Chair to the main contacts identified by each party no less than seven days prior to the date of the session. The Chair will also coordinate the distribution of any supporting materials through the main contacts identified by the parties. The main contacts will in turn ensure that the agenda and any supporting materials are distributed to their respective Negotiating Teams.

22. FACILITATOR/ARBITRATOR

Notwithstanding the dispute resolution process outlined in provincial legislation the parties may, upon mutual agreement, engage a third party to facilitate or arbitrate discussions/negotiations. All costs associated with the facilitator or arbitrator will be shared equally by the parties.

23. COSTS/EXPENSES

It is the Negotiating Committees intent to mitigate unnecessary costs and expenses. Should costs/expenses arise, they must be agreed to by the Negotiating Committee prior and shared between the municipalities on an equal basis.

24. MAIN CONTACTS FOR THE PARTIES

The CAOs for each party have been appointed as the main contacts for purposes of communication with each other and the facilitator or arbitrator, if engaged, and for ensuring the internal distribution of discussion/negotiation related materials to their respective Teams.

Town of Rocky Mountain House

Date: _____

Tammy Burke
Mayor

Signature

Dean Krause
CAO

Signature

Clearwater County

Date: _____

Timothy Hoven
Reeve

Signature

Rick Emmons
CAO

Signature



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Municipal Entrance Welcome Signs
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT:	Corporate Services
WRITTEN BY:	D. Tutic, Communications Coordinator
REVIEWED BY:	M. Hagan, Director Corporate Services, R. Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Welcome Sign Design Concepts Options A - K	

STAFF RECOMMENDATION:

That Council approves a final design concept for development and installation of seven municipal entrance welcome signs; or, alternatively, that Council considers input obtained, as per Clearwater County's *Public Participation Policy*, prior to approval of a final municipal entrance welcome sign design concept.

BACKGROUND:

For several years and counting, Clearwater County has identified the need to update the “Welcome to Clearwater County” signs to reflect the growing community and Council’s unique identifier as the Economic Development Council. These signs are significant because they provide the first introduction and impression of our community to visitors, potential investors and future residents. Having an inviting municipal entrance sign boosts community pride, makes the County more attractive and benefits our local community socially and economically.

There are currently seven existing signs with inconsistent logos and sign styles in each of the main highway entrances into Clearwater County. Administration is considering replace all seven locations to assist with branding and cost efficiency. There is \$200,000 allocated under the 2020 operating budget. All of the highway entrance features will be situated within the road right of way. Under the jurisdiction of Alberta Transportation, the size of the signs will be limited to 20 square meters.

Attached are eleven options of preliminary design concepts for Council's consideration and discussion. Following final design approval and construction, if Council wishes to proceed with installing these signs in 2020, installation would tentatively take place this summer.

Alternatively, Council may wish to explore engaging the public by seeking feedback on the proposed designs and/or asking for suggestions on design theme elements for consideration prior to finalization. Dependent on feedback, installation would tentatively take place in Fall 2020, or Spring 2021.

At this time, Administration is looking for direction from Council regarding moving forward with the municipal entrance welcome signs.

OPTION A

Single Sided Raised Lettering 5 colours

Lettering:

"Welcomes" - 7"

"You" - 7"

Clearwater County 11'6" x 7'10"

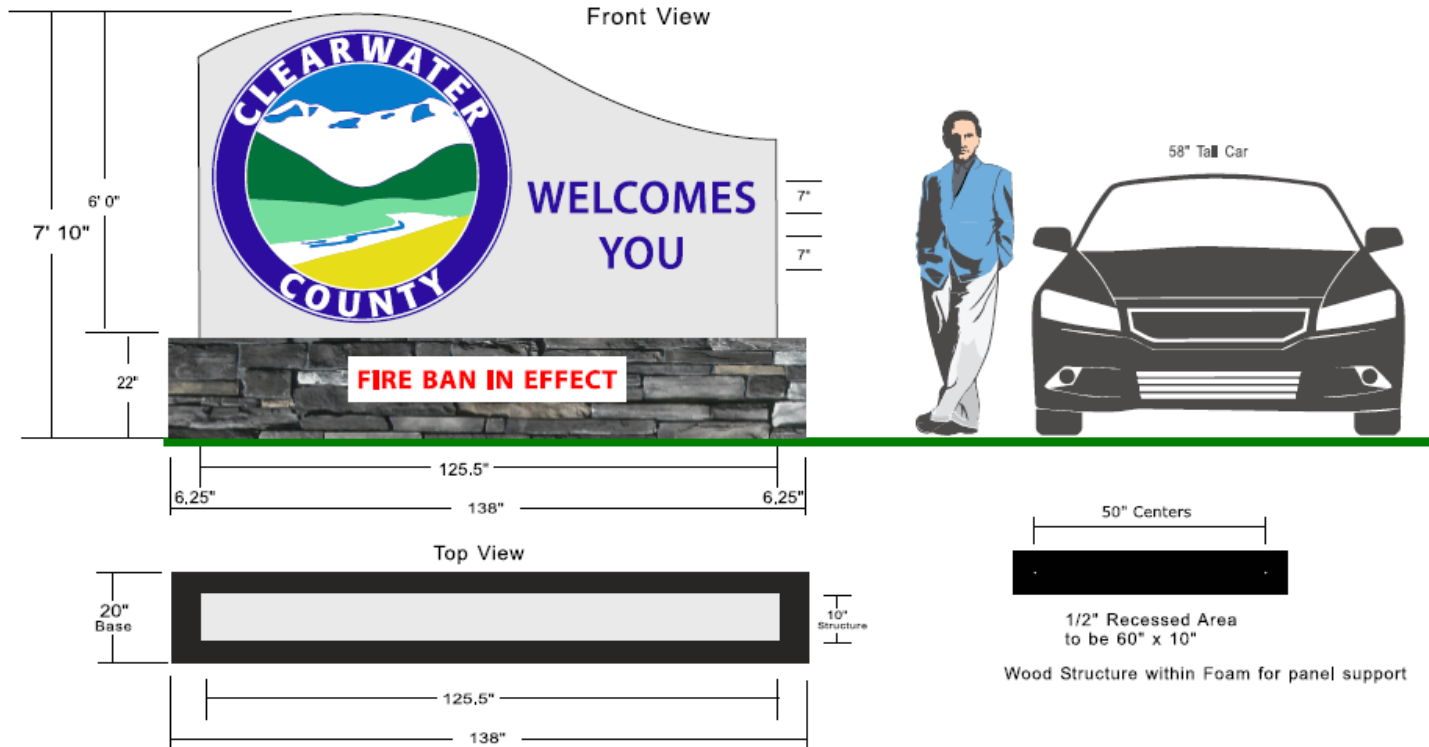
Clearwater County Logo colours



Benjamin Moore Colours



Stone: Grey Ledgestone Base



Single Sided Raised Lettering 4 colours

Clearwater Logo (Vinyl) on Aluminum panel mounted to sign

Lettering:

"Clearwater" - 10.5"

"County" - 7"

Clearwater County 11'6" x 7'10"

OPTION B

Clearwater County Logo colours



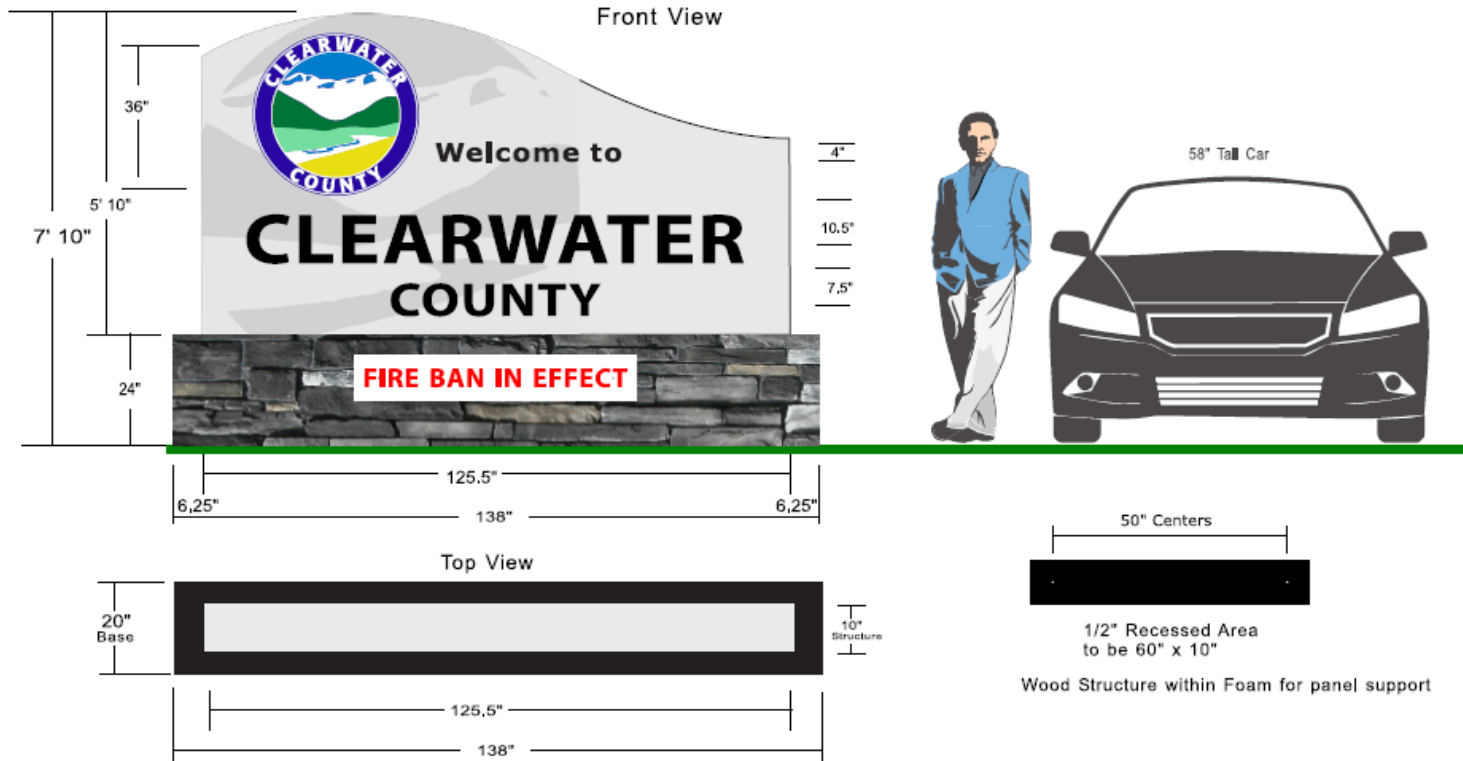
Benjamin Moore Colours



Recessed Grey

Watermark Grey

Stone: Grey Ledgestone Base



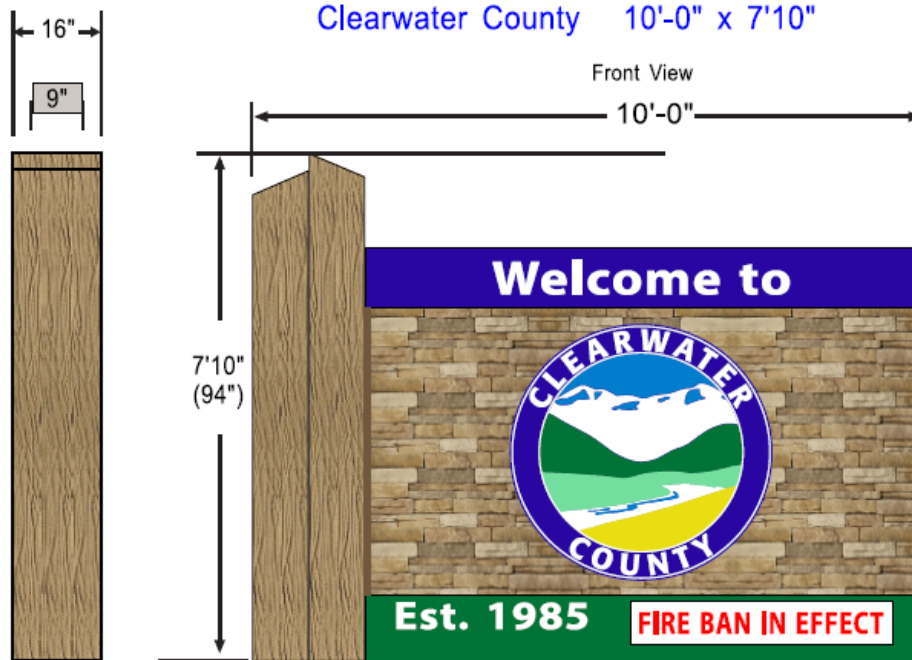
Single Sided Raised Lettering 4 colours

Clearwater Logo (Vinyl) on Aluminum panel mounted to sign

Lettering:

"Welcome to" - 6"

"Est. 1985" - 5"



Wood Grain

Two mounting holes for square posts are to be 4" x 4" to accommodate a 3.5 x 3.5 inch square post

OPTION C

Clearwater County Logo colours



Stone - Tan LedgeStone



58" Tall Car



1/2" Recessed Area
to be 47.25" x 10"

Wood Structure within Foam for panel support

Clearwater Logo (Vinyl) on Aluminum panel mounted to sign

OPTION D

Lettering:

"Clearwater County" - 6.125"

"Welcomes you" - 5"

Clearwater County 12'-0" x 7'10"

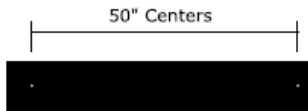
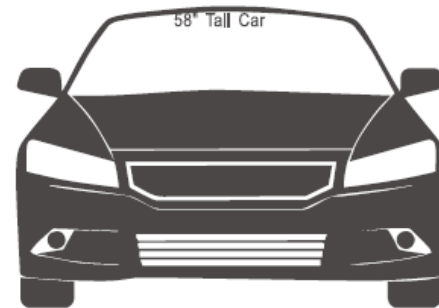
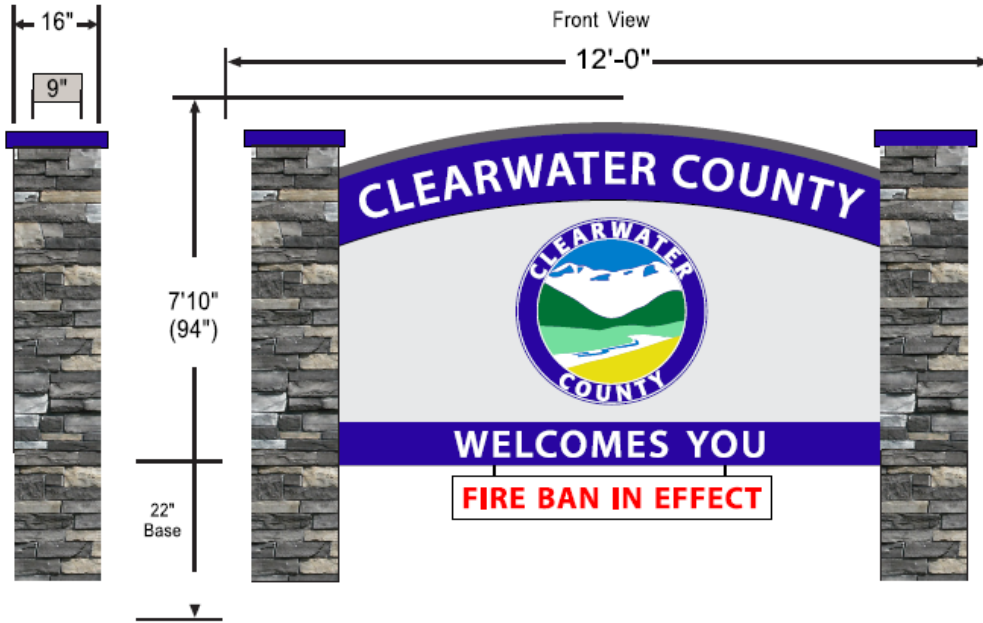
Clearwater County Logo colours



Benjamin Moore Colours



Stone: Grey Ledgestone Base



1/2" Recessed Area to be 60" x 10"

Wood Structure within Foam for panel support

Stone Pillar portion - 16" wide x 82" tall x 16" depth Stone on front side and back
Cap - 19" x 3"

Two mounting holes for square posts are to be 4" x 4" to accommodate a 3.5 x 3.5 inch square post

Clearwater Logo (Vinyl) on Aluminum panel mounted to sign

Lettering:

"Clearwater" - 8.25"

"County" - 5.5"

OPTION E

Clearwater County Logo colours

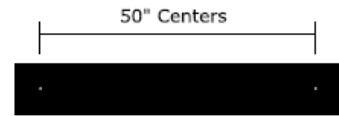
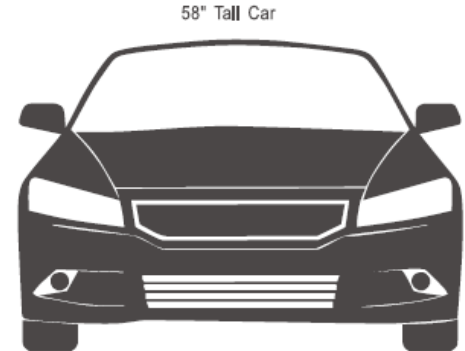
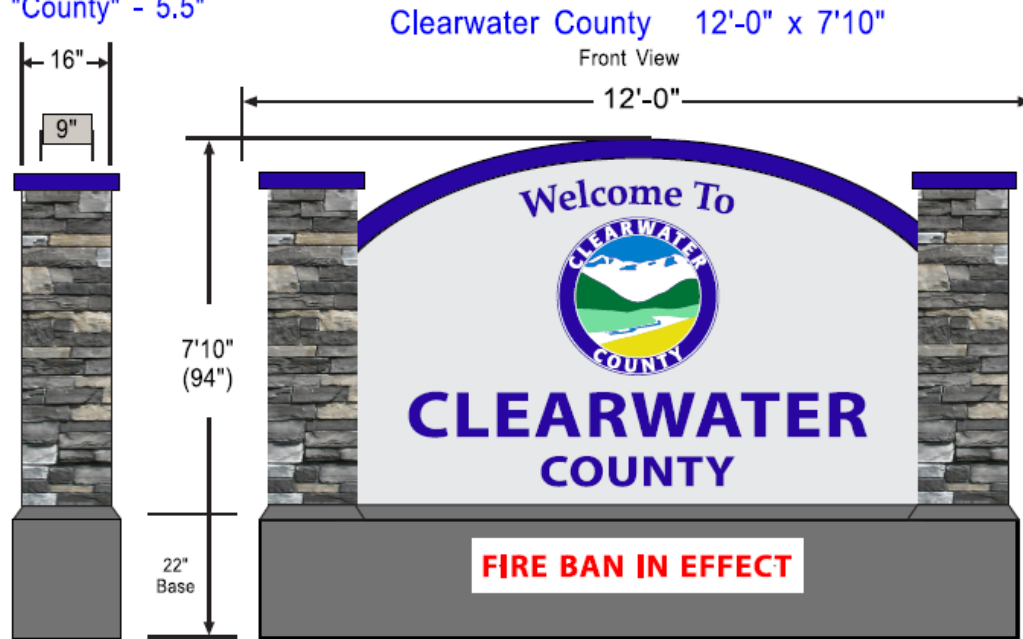


Benjamin Moore Colours

Background Grey

Base Grey

Stone: Grey LedgeStone Base



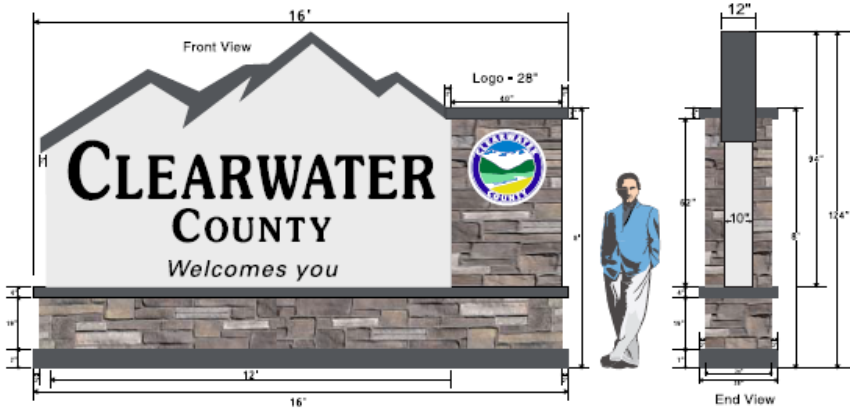
1/2" Recessed Area to be 60" x 10"

Wood Structure within Foam for panel support

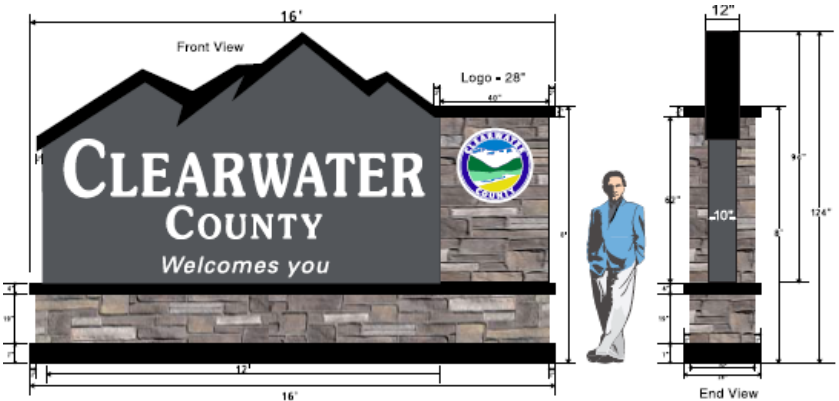
Stone Pillar portion - 16" wide x 60" tall x 16" depth Stone on front side and back

Cap - 19" x 3"

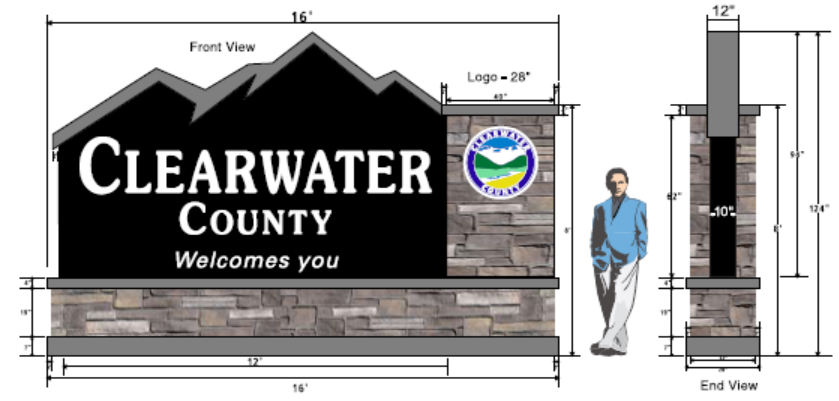
Two mounting holes for square posts are to be 4" x 4" to accommodate a 3.5 x 3.5 inch square post



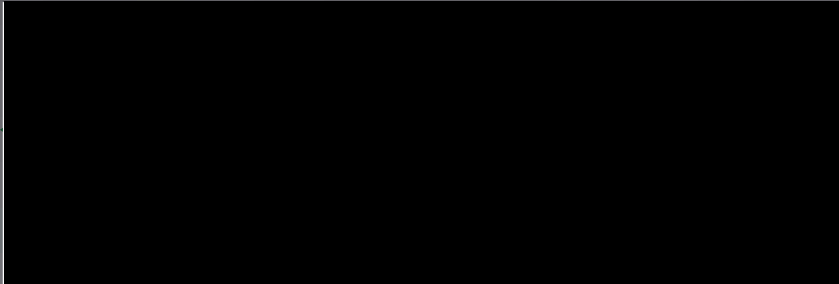
OPTION F



OPTION G



OPTION H



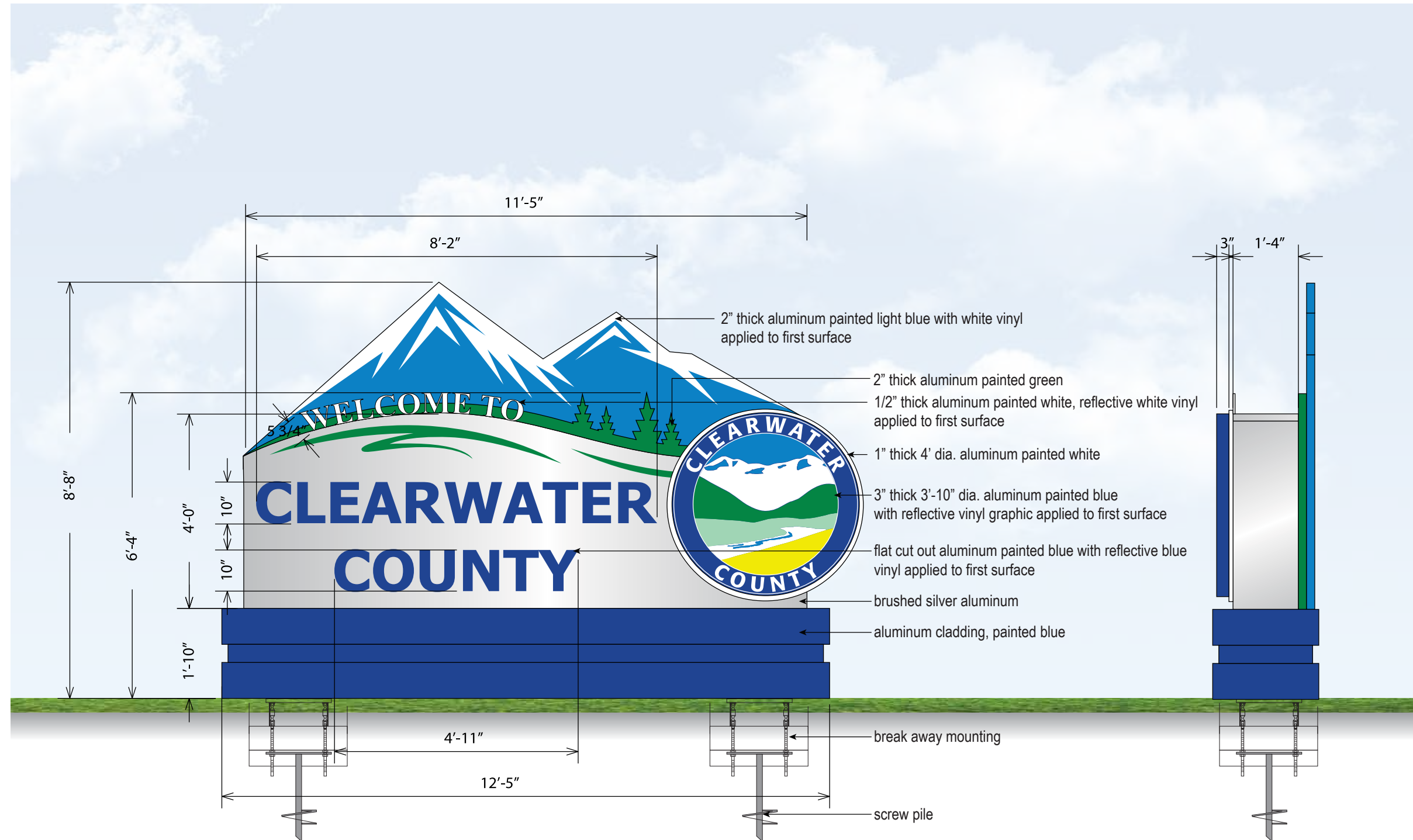
OPTION I

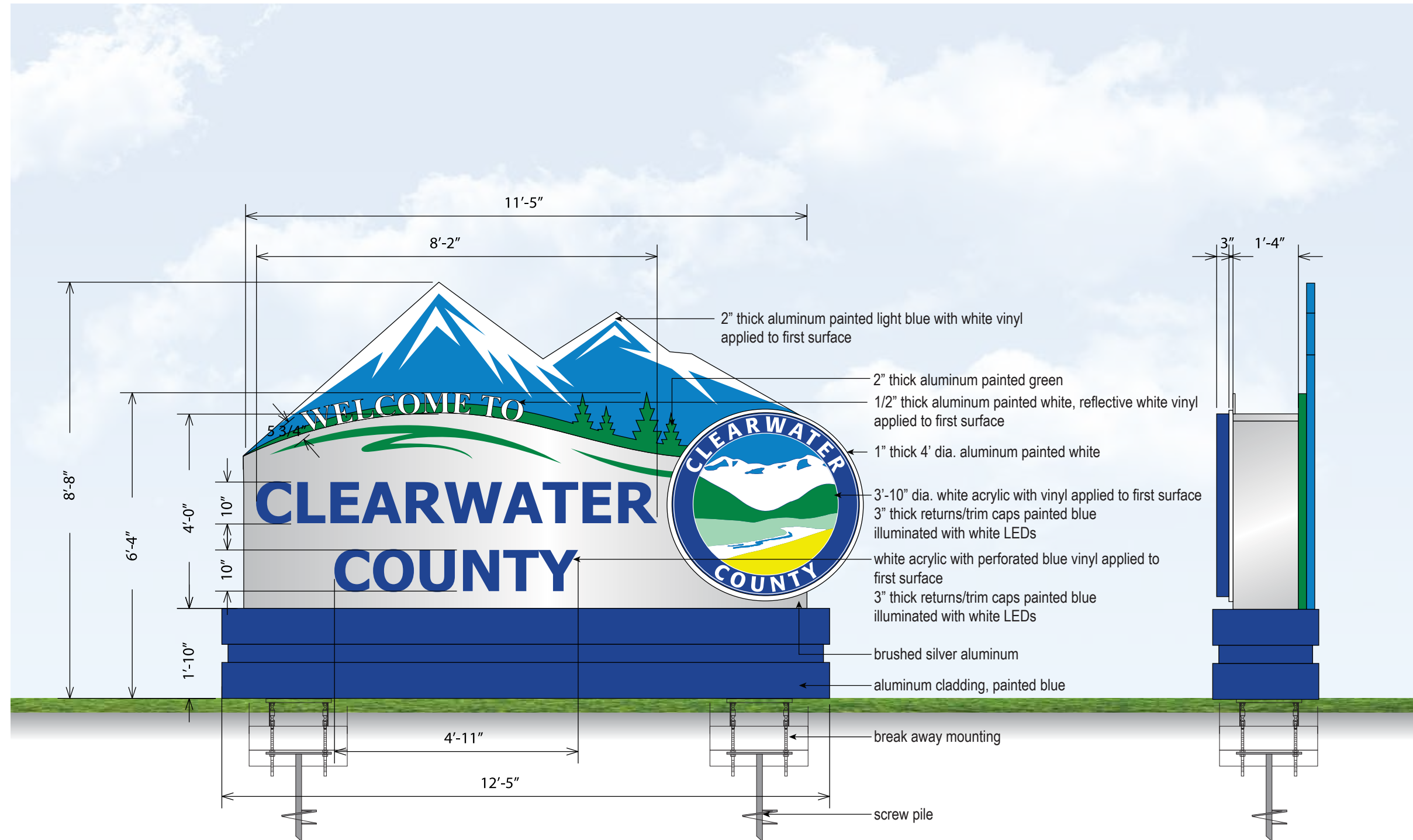
P R O P O S A L

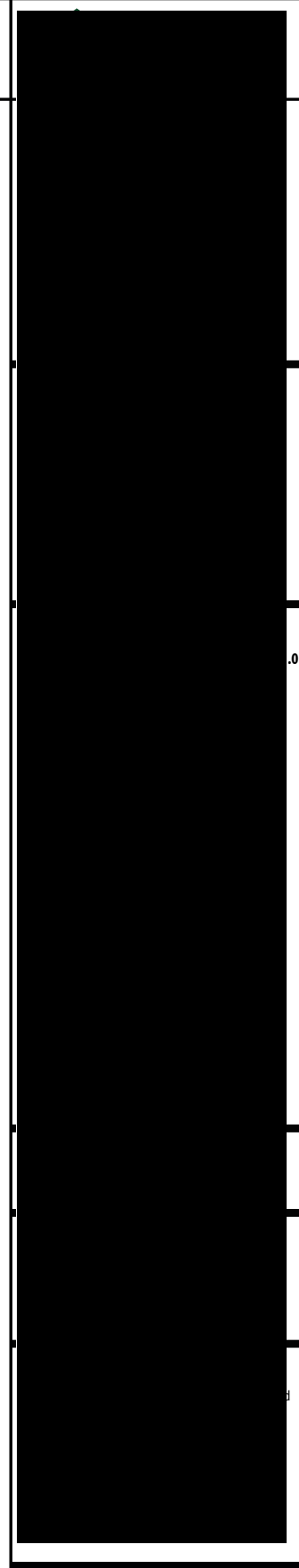
April 27, 2020

Concept only.
Exact details, colours to be determined









P R O P O S A L

April 27, 2020

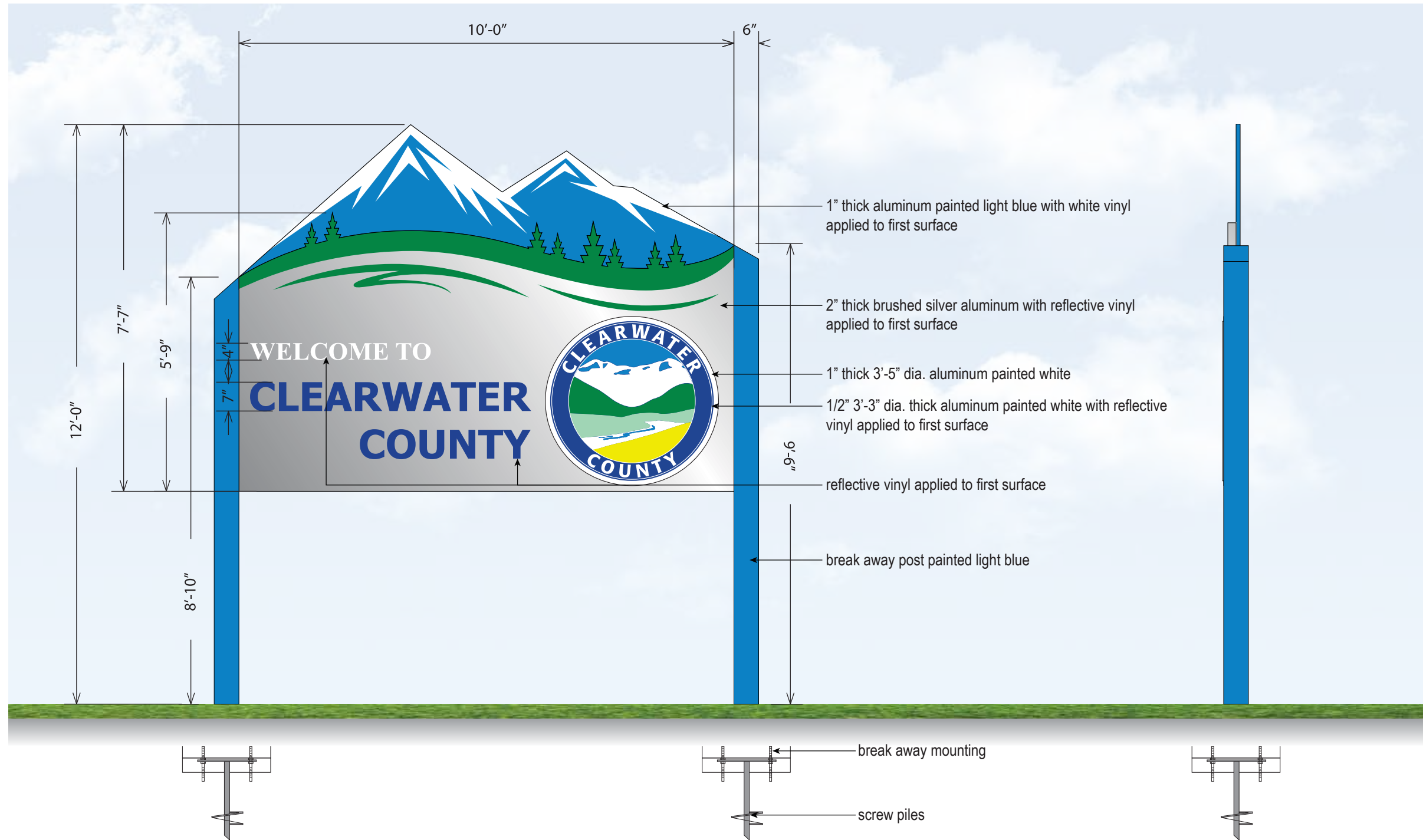
Concept only.
Exact details, colours to be determined

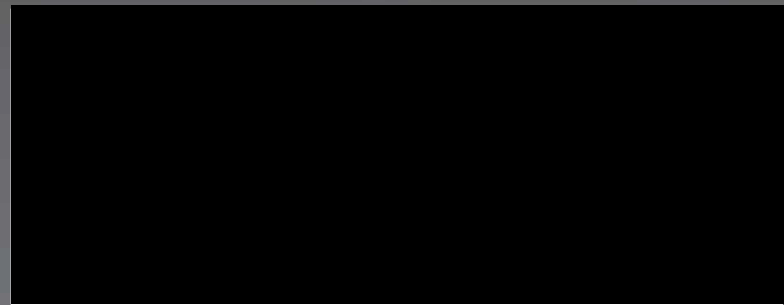


OPTION J

CLEARWATER COUNTY WELCOMING SIGN / OPTION J / NON ILLUMINATED

20F2





OPTION K

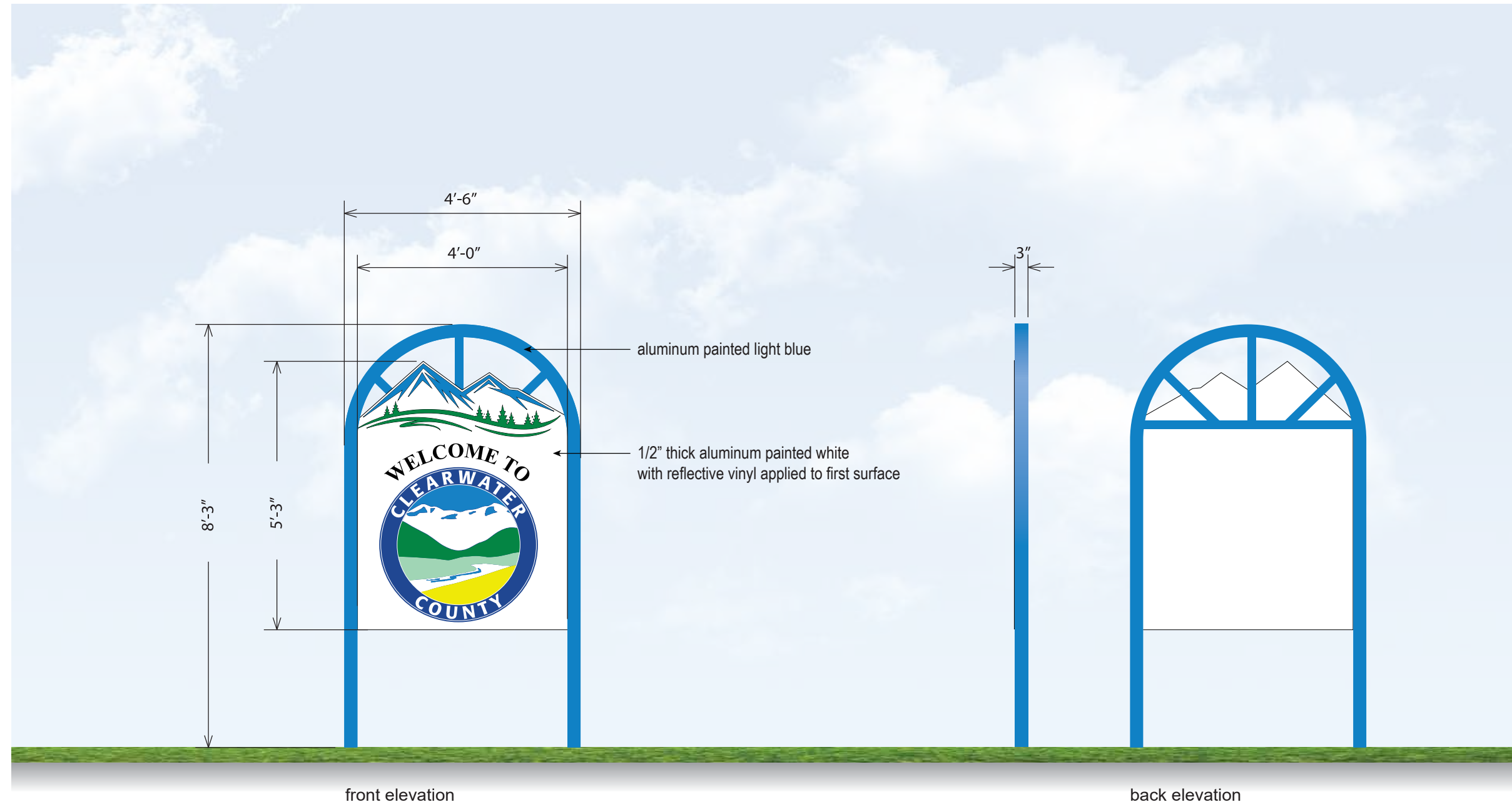
P R O P O S A L

April 27, 2020

Concept only.
Exact details, colours to be determined

back elevation







Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Support for Private Member's Bill C-221, The Environmental Restoration Incentive Act.
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT:	Corporate Services
WRITTEN BY:	Murray Hagan, Director, Corporate Services
REVIEWED BY:	Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input checked="" type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
1- Corr for Action - Consideration of Bill C-221 2 - 2020 03 19 - Letter to Shannon Stubbs - Request for more information - Bill C-221 3 - 2020-03-26 Email from Shannon Stubbs RE Bill C-221 4- Long Briefing - Bill C-221 2020-04-14 DRAFT Joint Letter of Support - Bill C-221 - to Shannon Stubbs, MP for Lakeland and Conservative Shadow Minister for Natural Resources	

STAFF RECOMMENDATION:

That Council reviews the attached correspondence and advises Administration if it wishes to participate in the joint letter of support for Private Member's Bill C-221.

BACKGROUND:

Shannon Stubbs, Member of Parliament for Lakeland, Alberta and Shadow Minister for Natural Resources, emailed the Town of Rocky Mountain House on March 6, 2020 requesting support for her Private Member's Bill C-221. Clearwater County did not receive such a request.

Town Council reviewed the email at its regular meeting held March 17, 2020 and instructed its Administration to request further information from MP Stubbs. The original letter and additional information are attached for information.

Private Member's Bill C-221 proposes a model for federal government consideration to address the need for "struggling small and medium oil and gas producers, specifically, to decommission old and inactive wells". The model suggests the federal government provide incentives for private investors to purchase special corporate shares that allow tax credits to flow through to the shareholders based on well decommissioning costs incurred by the related companies. This approach raises funding for the companies to carry out decommissioning activities while providing additional investment return for shareholders. It is anticipated that the cost of these credits will be significantly less than the potential cost to taxpayers of paying the entire decommissioning costs should the companies involved not fulfill their responsibilities.

Town Council is requesting Clearwater County Council review the attached information and consider sending a joint letter of support for the Bill. A draft letter, prepared by Town Administration is attached.

From: Shannon.Stubbs.CIA@parl.gc.ca
To: [Town](#)
Subject: Bill C-221
Date: March 11, 2020 2:12:07 PM

March 6, 2020

Mayor and Council,

On February 25th, 2020, I introduced my Private Members Bill C-221, *The Environmental Restoration Incentive Act*. It will be considered in the House of Commons in coming weeks.

Canadian oil and gas producers are world leaders in environmental remediation and reclamation. But a combination of economic, policy, legislative, and regulatory factors has led to a historic collapse in investment, businesses, and jobs in Canada's energy sector. One consequence is that record bankruptcies have caused the number of orphan wells to increase by over 300% since 2015. This is an urgent economic and environmental challenge in rural municipalities, in particular – for municipal governments, for landowners, on crown land, and for indigenous communities.

Small and medium sized oil and gas producers are the backbone of the sector, and want to fulfil their remediation and reclamation obligations, but have been hardest hit. The Supreme Court's 2019 *Redwater decision* makes it more difficult for financially vulnerable and at-risk producers to raise capital because lenders and investors know returns may be delayed or never recouped.

The Environmental Restoration Incentive Act will help struggling small and medium oil and gas producers, specifically, to decommission old and inactive wells. Rural Municipalities face significant economic impacts with over \$173 million in unpaid property taxes. While this bill will not immediately recover all the taxes owing to municipalities, the benefits of Bill C 221 to municipalities are twofold: first, this bill will help producers to continue operating and paying taxes; secondly, this bill will help producers permanently decommission wells they no longer use, reducing future environmental liabilities in your community.

The current orphan well system is overwhelmed, and risks costing taxpayers 100% of associated costs for well closure, remediation, and reclamation – which is currently estimated between *\$30 billion and \$70 billion*, overall. Bill C-221 enables small producers to raise money from investors exclusively for decommissioning oil and gas wells. It will incentivize and ensure private sector proponents *can* fulfil environmental responsibilities at the lowest public cost. This will be accomplished using something called flow-through shares, which Bill C 221 requires the government to consider and report on.

Flow-through shares allow a company to attach a tax credit to a specific stock. In this way,

the benefit of the tax credit 'flows through' to the purchaser of the stock which is typically an investment fund. The tax credit creates the profit margin on a stock that is not growing in value, creating an incentive for external investors to invest in companies with low growth potential to raise money from the private sector – Bill C 221 creates the specific tax credit for well decommissioning costs that will be attached to flow-through shares, which will be of immediate benefit.

Bill C 221 proposes the flow-through share ability as a short-term measure, ending by 2026, to encourage immediate action and job creation, and to deal with the pressing crisis of suspended and inactive wells. This bill applies only to small and medium producers, responsible for about one quarter of total Canadian oil production, and which have, on average, one well for every ten wells of large and multinational companies that don't qualify for this tax credit.

A real difference can be made right away, with a tax credit that can only be used the year a well is decommissioned and will only be for small and medium producers that need it the most. It will help steward the environment, create jobs for oil and gas workers right away, and protect taxpayers.

My bill is not a perfect remedy to this complex challenge, which requires cooperation and multi pronged action from both federal and provincial governments. Because of limits on the scope and power of Private Member's Bills, Bill C-221 cannot singlehandedly create the tax credit *with* flow through shares enacted immediately, but I am working in collaboration with all Members of Parliament of all parties and independents to secure support and to urge the timely implementation of flow-through shares for this credit.

While I am an aggressive advocate for Lakeland and for Alberta, I have a track record of working with other parties on previous initiatives. What matters most to me is doing the right thing and the advancement of meaningful initiatives, not politics. In the previous term, I accepted significant amendments from another party to my Motion 167 on rural crime, and it ultimately received unanimous support in the House of Commons from all parties.

Similarly, the current situation with orphan wells is escalating, with many different impacts, and I believe Members of Parliament are morally, politically, and philosophically obligated to find common ground to address this challenge.

In summary, my bill will incentivize and ensure private sector proponents *can* fulfill environmental responsibilities at the *lowest* public cost. We are asking for municipal support. There are some towns that do have orphan wells within their municipal limits but even those that do not are impacted. I know that you are being asked to work with reduced resources and a large portion of funding allotments are contingent on working with your neighboring municipalities like you have been on ICFs. So, even if your community is not directly dealing with orphaned wells, we know that the communities you are being asked to

work with are and so this issue is important to you also.

Please discuss Bill C 221 with your colleagues, and with your constituents. You may consider passing a resolution in support of Bill C-221, *The Environmental Restoration Incentive Act*, or contact me with your individual and/or collective support. I would appreciate it if you could scan and send a copy of your resolution to Shannon.Stubbs@parl.gc.ca and send an original copy to my office at:

Shannon Stubbs, MP
House of Commons
Ottawa, ON K1A 0A6

If you require any additional information, please contact my office at 613-992-4171, or Shannon.Stubbs@parl.gc.ca.

Thank you for your consideration.



Shannon Stubbs
Member of Parliament for Lakeland
Conservative Shadow Minister for Natural Resources

Below is a link to our social media video:

<https://www.facebook.com/ShannonLakeland/videos/1102140823511931/?t=30>

town@rockymtnhouse.com



TOWN OF ROCKY MOUNTAIN HOUSE

P O BOX 1509 5116 50 AVENUE ROCKY MOUNTAIN HOUSE AB T4T 1B2

March 19, 2020

Shannon Stubbs, MP
House of Commons
Ottawa, ON K1A 0A6

Sent by Email: Shannon.Stubbs@parl.gc.ca

RE: BILL C-221

Good day Ms. Stubbs,

On March 11, 2020 our municipality received your request for support to Bill C-221, *The Environmental Restoration Incentive Act*. Following receipt of your request, Council reviewed the letter you emailed, outlining the basic details of C-221 and of your request, at their March 17, 2020 Regular Council Meeting.

At this meeting, Council has requested further information with respect to Bill C-221, to allow them to make an informed decision regarding Bill C-221 and subsequently your request. It would be appreciated if you could kindly forward further information in this regard.

If you have any further questions, please feel free to contact our Chief Administrative Officer, Dean Krause at 403-845-2866 or by email at dkrause@rockymtnhouse.com.

Sincerely,

Tammy Burke
Mayor

Telephone 403-845-2866 Fax 403-845-3230
Webpage: www.rockymtnhouse.com E-mail: town@rockymtnhouse.com



Page 6 of 23

From: Shannon.Stubbs.A3@parl.gc.ca
To: Renee.Hartling
Cc: Shannon.Stubbs.A1@parl.gc.ca
Subject: RE: Bill C-221
Date: March 26, 2020 11:24:04 AM
Attachments: [image001.png](#)
[Long Briefing - Bill C-221.docx](#)

Good afternoon Renée,

Thanks for following up about Bill C-221. I've attached additional information about the bill for you to consider.

If you and the rest of council have any information about orphan wells in the area, it would be helpful for us to know.

Specifically, we're looking for:

- How many orphan wells are in the municipality?
- What impact have the wells had on the community? (eg. Unpaid taxes, costs incurred to try and address the problem, wells left in problematic areas, etc...)
- Are there any residents/landowners you can point us to who are dealing with orphan wells and could share more about their personal experience?

Thanks again for your attention to this issue, and for considering C-221. Let us know if you have any additional questions or concerns.

Faithfully,

Raymond Donnelly
Office of Shannon Stubbs, M.P. for Lakeland (AB)
Shadow Minister of Natural Resources
Room 659, Wellington Building
Ottawa, ON

Cell: 780-257-7310
Office: 613-992-4172
E-mail: Shannon.stubbs.A3@parl.gc.ca

From: Stubbs, Shannon - M.P. <Shannon.Stubbs@parl.gc.ca>
Sent: March 25, 2020 7:12 PM
To: Stubbs, Shannon - Riding 1A <Shannon.Stubbs.C1A@parl.gc.ca>; Stubbs, Shannon - Assistant 3 <Shannon.Stubbs.A3@parl.gc.ca>
Subject: Fw: Bill C-221

Office of Shannon Stubbs MP Lakeland

Shadow Minister for Natural Resources
(613) 992-4171 Ottawa
(780) 657-7075 Two Hills

From: Renee Hartling <rhartling@rockymtnhouse.com>
Sent: March 25, 2020 6:51 PM
To: Stubbs, Shannon - M.P.
Subject: Bill C-221

Good day Ms. Stubbs,

Further to your letter requesting support for Bill-C-221, please see the attached letter from the Town of Rocky Mountain House. Please forward any information you are able to provide, back to me directly.

Thank you kindly,

Renee Hartling
Legislative Services Clerk
Town of Rocky Mountain House
5116 – 50th Avenue, Box 1509
Rocky Mountain House, AB T4T 1B2
(403)845-2866 Ext.# 288
rhartling@rockymtnhouse.com



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BILL C-221 – THE ENVIRONMENTAL RESTORATION INCENTIVE ACT

Problem:

- Small and medium oil and gas producers are cash strapped.
- They cannot raise capital or get loans. A combination of economic, policy, legislative, and regulatory factors has led to a historic collapse in investment; additionally, the Supreme Court's 2019 Redwater decision makes it more difficult for financially vulnerable and at-risk producers to raise capital because lenders and investors know returns on their investments may be delayed or never recouped.
- Canadian oil and gas producers are world leaders in environmental remediation and reclamation. But a combination of economic, policy, legislative, and regulatory factors has led to a historic collapse in investment, businesses, and jobs in Canada's energy sector.
- Oil and gas wells that companies intended to decommission are now being 'suspended' – creating future liabilities if those companies go bankrupt, making it harder to fix the problem. There are more than 130,000 inactive wells in Canada
- The number of wells being orphaned by bankruptcies is exponentially increasing – already at crisis levels and will become catastrophic if nothing is done. The orphan well inventory increased 300% since 2015.
- If nothing is done, the Orphan Well Funds could become swamped, and taxpayers could be on the hook for the costs of decommissioning wells.
- The cost to remediate all current active and inactive wells is estimated to cost between \$30 and \$70 billion dollars.

Solution:

- Flow-through-shares are an innovative solution to getting the private sector to invest in addressing a private sector liability (decommissioning costs).
- Flow-through-shares require two things: a specific tax credit/deduction that can be attached to a share (to flow through to investors), and to be included under the flow-through-share provisions of the Income Tax Act.
- Bill C-221 creates a specific non-refundable tax credit available only for oil and gas well decommissioning and restoration costs from federal corporate taxes for small and medium sized oil and gas producers (a 13% tax credit on decommissioning costs)
- This proposed tax credit is in addition to the current practice/ability of corporations to deduct from their taxable income the expense/cost of oil and gas well decommissioning and restoration (revenue (income) – expenses (well decommissioning) = taxable income). Typically, these expenses are contained within the Canadian Development Expense account.

- Because of the limits on what a Private Members Bill can do, Bill C-221 cannot create the flow-through-shares ability, which is why C-221 calls on the government to create the flow-through-share provisions.
- The reason flow-through shares are a powerful tool for generating external investment is that, even if a producer's share price stays the same or decreases slightly, by attaching the value of the tax credit for well decommissioning to the share, it effectively allows the tax credit to be the profit margin on the resale of the share.
- Typically flow-through shares must be held by the purchaser for six or twelve month. With a 13% potential profit margin on a share in six or twelve months, under recent market conditions, there will be significant interest in these flow-through shares.
- With the increase in 'green investing' there will be a lot of interest in flow-through shares attached to the environmental restoration tax credit because 100% of the funds generated by these shares is required to go to well decommissioning costs.
- This would overcome the current impasse where there is no financial incentive to purchasing shares in a small/medium sized oil and gas producer, because the share price is unlikely to rise compared to other stocks, and the assets do not outweigh the liabilities. Creating a flow through share provides the immediate tax incentive that makes shares profitable even if the share price goes down.
- The Parliamentary Budget Office estimates that the measures in Bill C-221 would cost the federal government \$264 million in forgone revenue by 2026. The cost per year will depend on the total number of wells fully reclaimed in a given year, but are estimated between \$38 and \$49 million per year: 2020-20201 = \$42 Million; 2021-2022 = \$42 Million; 2022-2023 = \$45 Million; 2023-2024 = \$47 Million; 2024-2025 = \$49 Million; 2025-2026 = \$38 Million.
- Note that the Canadian Exploration Expense and the Canadian Development Expense tax credits are eligible for flow-through-shares for oil and gas, so the concept of flow through shares already is in practice for these specific oil and gas tax credits tied to exploration and development.
- Typically flow through only used for Canadian Exploration Expense because of the faster write-off (100% that year compared to 30% a year).
- Regulations on flow-through effectively limit to voting and non-voting common shares as flow-through shares.ⁱ

Key Considerations:

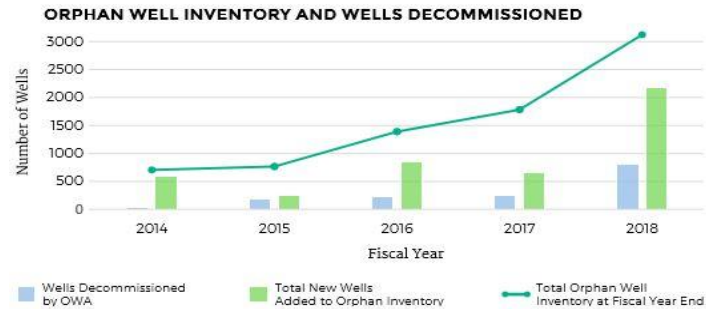
- This is a problem that a diverse range of politicians are calling for action on – Jason Kenney, Brad Wall, Scott Moe, Elizabeth May, the NDP and Liberals have all called for government intervention– as soon as this spring in Budget 2020.
- The Liberals are rumoured to include a significant amount of taxpayer dollars in the 2020 budget to address orphan and legacy wells in Canada. Bill C-221 provides the path, with the least taxpayer dollars, to incentivise private investors to pay for well decommissioning costs – instead of large taxpayer loans or direct taxpayer grants to decommission abandoned and orphaned wells. This is why Bill C-221 supports the ‘polluter pay’ principle advanced during Stephen Harper’s government.
- Bill C-221 includes a six-year limit on the proposed environmental restoration tax credit to reinforce the urgency of taking action now to address this current challenge.
- This is not a subsidy to oil and gas, as it does not reduce the cost of development or production of oil and gas – and it does not reduce the price of energy that consumers would pay.
- Provisions in the bill will only be available to small and medium companies. The small and medium producers this bill would apply to, on average, have one well for every ten that the large producers have. So this applies to companies that are orders of magnitude smaller than the ‘big oil’ companies, and who are the most at risk.
- Producers that qualify for the environmental restoration tax credit produce only about one-quarter of the total oil and gas production in Canada.
- The Alberta government is specifically calling for flow-through-shares because they generate jobs and environmental outcomes immediately.
- The Alberta Government called for:
 - “federal approval of flow-through shares or other tax instruments to further increase job creating investment in environmental technology” to “be an incentive to accelerate well reclamation;” and,
 - “Flow-through shares are a proven way to kick-start job-creating investment. We are asking Ottawa to expand them to include ... well reclamation.”
- Sonya Savage, the Alberta Minister of Energy said:
 - “Flow-through shares could also be part of the solution ... This would help oil and gas companies to raise funds for reclamation and give additional financial flexibility to address abandoned well sites.”
- Travis Toews, the Alberta Minister of Finance said:

- “We are seeking federal approval of flow-through shares or other tax instruments to further increase job-creating investment in environmental activities. This would create jobs by increasing reclamation of abandoned oil and gas wells.”
- “The Alberta government supports federal action to reduce the number of orphan and abandoned wells. Bill C-221 builds on the work Alberta has undertaken. Flow-through shares are a game-changer for helping producers raise money from the private sector to decommission oil and gas wells”
- The Canadian Association of Petroleum Producers said:
 - “Tools to temporarily or more permanently find ways to encourage these companies to raise capital would be exceptionally welcome at this point in time. Things such as flow-through shares and funding to help assist with reclamation and remediation are a couple of tools.”
- The Canadian Association of Oilwell Drilling Contractors said:
 - “CAODC is supportive of any initiative designed to help facilitate private investment in the drilling or servicing of wells in western Canada. Uncertainty in the Canadian oil and gas sector has led to inconsistent work which, in turn, has made it difficult for CAODC members to attract and retain talent. Programs designed to incentivize private investment in well reclamation, for instance, would help provide consistent work over time, which is the foundation for building a steady labour force again in the oilfield services sector.”

Why Flow-Through Shares Now:

- The oil and gas sector underwent a dramatic shift in the last decade with regards to the model for dealing with well decommissioning costs. It has shifted from a rolling stock model to a mine model.
- Over the last several decades it was assumed that companies would continue to drill new wells, providing cash-flow to cover the cost of decommissioning old wells (a rolling stock of wells).
- With natural resource policy shifting towards 'the end of oil and gas,' in order to meet 'net-zero by 2050,' oil and gas decommissioning policy is shifting to a mine policy, where there is no expectation of rolling stock, and so bonds and other securities have to be provided while the asset (well) is producing cashflow, so that once that cashflow stops and production ceases, there are funds to pay for the reclamation.
- At the current time, producers find themselves between these two models, with provincial governments shifting the rules, at a time when producers have the least financial flexibility to make that shift.
- To make matters worse, small and medium producers have a difficult time raising private capital or borrowing money as a result of the Redwater Supreme Court ruling, which was the right ruling, but at the wrong time.
- Previously, lenders would lend to a company if they had enough producing wells, because in the event of bankruptcy those wells could be sold off, raising enough money to return a significant amount to the investor/lender, and the non-producing wells were orphaned and left to the industry funded orphan well fund to clean-up (not a desirable practice – but it worked as long as the industry was growing).
- The Redwater ruling changed that, by stating that federal bankruptcy laws do not supersede provincial environmental obligations. This changed the order people got paid in bankruptcy proceedings, moving lenders and investors behind decommissioning costs. Those decommissioning liabilities are large enough that no lender could justify the risk in lending to these companies.
- Which is how many companies now find themselves without the cashflow to pay for oil and gas well decommissioning and no ability to raise capital to increase cashflow (drill new wells) or reduce liabilities (decommission non-producing wells). This financial paralysis could create a domino effect for small and medium producers, potentially orphaning tens of thousands of wells.

Annex A: Increase in Orphaned Wells in Alberta



Source: AERⁱⁱ - Alberta only

2016 – 2017

- The number of new orphan wells in Orphan Well Association Inventory that need to be abandoned increased 81% from 768 to 1391 wells.

2017 – 2018

- The number of orphan wells in the Orphan Well Association inventory to be abandoned (decommissioned) increased by 28% to 1,778 at the end of fiscal 2017, from 1,391 wells at the end of fiscal 2016.ⁱⁱⁱ
- “The increase in orphan properties is expected to continue as there are nearly 30 companies within Alberta's regulatory jurisdiction that are currently insolvent.” - Chair of the Orphaned Well Association^{iv}
- “Our overall inventory of wells and facilities has doubled since 2015, and that has placed significant pressure on the Orphan Well Association team.”
- “In 2012, our inventory of orphan properties at fiscal year-end was 74 in total. By 2017, our well inventory has risen to 1,778, with more than 650 received in the 2017 fiscal year alone.” - Executive Director of the Orphaned Well Association^v

2018 – 2019

- The number of orphan wells in the OWA inventory to be decommissioned increased 76% to 3,128 at the end of fiscal 2018, from 1,778 wells at the end of fiscal 2017.^{vi}
- “The past year has been the busiest the Orphan Well Association has seen to date. The impact of industry economics was certainly seen in the last year with the high-profile collapse of Lexin Resources, when we saw a surge in our inventory. And, while the work of addressing those properties is now well underway, we are seeing continuing growth in our orphan inventory.” - Executive Director of the Orphaned Well Association^{vii}

	2015/2016	2018/2019	% Increase
BC	45 ^{viii}	346 ^{ix}	669%
AB	768 ^x	3,128 ^{xi}	307%
SK	353 ^{xii}	782 ^{xiii}	122%
ON			Unknown
QC			Unknown

Orphan Well Increase by Province (2015 – 2018). Total = >265%

Appendix B: How The Proposed Tax Credit Will Help

Bill Text:

There may be **deducted from the tax otherwise payable** under this Part by a qualifying corporation for a taxation year an amount equal to the corporation's **general rate reduction percentage** for the taxation year (within the meaning assigned by subsection 123.4(1) – which is **13%**) **multiplied by the total** of all expenses incurred by the corporation in that taxation year **for the closure of oil or gas wells**.

Subsection 12.4(1) defines 'general rate reduction percentage' as: general rate reduction percentage of a corporation for a taxation year is the total of (f) that proportion of 13% that the number of days in the taxation year that are after 2011 is of the number of days in the taxation year.

Plain Text:

A corporation that qualifies can deduct from their corporate taxes an amount equal to 13% of the total expenses they paid to close oil and gas wells.

This is an additional benefit to the basic tax accounting practice of counting these costs as an expense, which reduces the amount of income a corporation pays tax on (taxable income = income – costs).

Simplified Federal Tax Example:

Inputs for the example: \$100 of income, \$80 of expenses (including \$20 for well closure), current federal tax rate is 15%

Federal Corporate taxes without this credit for a company that pays corporate tax:

(income – expenses) * 15% = federal income tax paid in a year

(\$100 - \$80) * 15% = \$3 federal income tax

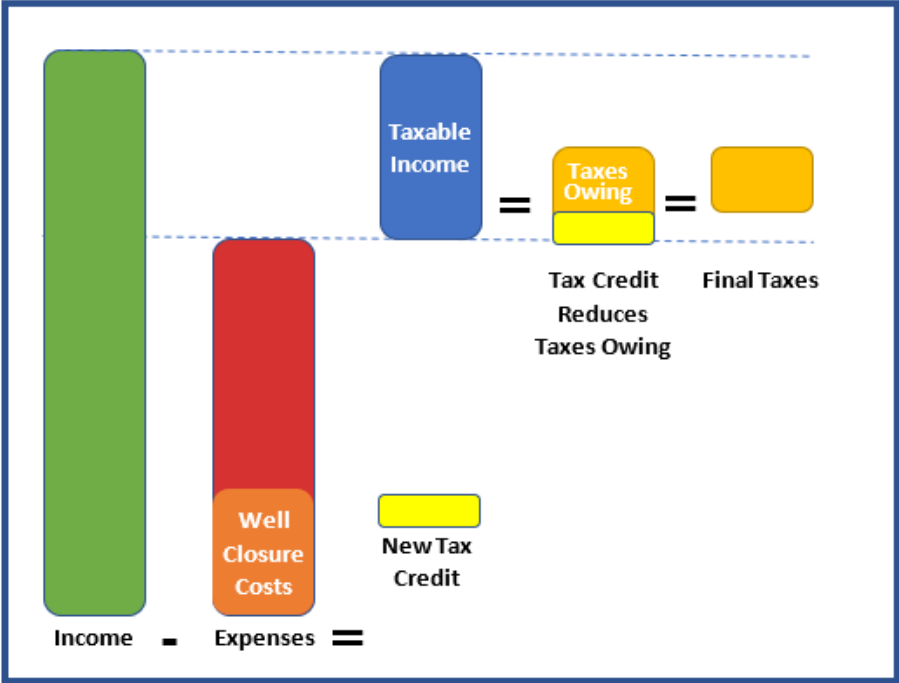
How this bill helps a company that pays federal corporate tax:

$(\text{income} - \text{expenses}) * 15\% = \text{federal income tax} - (13\% \text{ of well closure costs})$

$(\$100 - \$80) * 15\% = \$3 - (\$20 * 13) \text{ or } = \$3 - \$2.6 \text{ for a total income tax of } \0.40

In this example of a profitable company, they saved \$2.60 off their corporate tax rate, because that \$2.60 was 13% of the \$20 they spent on well closure costs.

Company That Pays Federal Income Tax



How does the proposed tax credit help corporations that don't make a profit:

There are other corporate tax credits, allowances and deductions beyond the proposed well decommissioning tax credit that can be carried over to future years. So even if a company does not pay federal taxes this year, the company can use the proposed well decommissioning tax credit to reduce their federal corporate taxes to zero this year and save the other tax credits for future years (instead of using them).

This preserves the other tax credits as an asset for future years, reducing future taxes and helping to address the current imbalance of well decommissioning liabilities (and by extension helping companies to regain the ability to raise capital from the private sector).

The tax credits, deductions and allowances mentioned below can be carried forward 20 years, or in some cases indefinitely. It can be confidently stated that oil and gas companies likely have some mix of current and accumulated credits that the proposed well decommissioning tax credit would displace if they do what the proposed well closure tax credit is meant to incentivize – and they invest in well closure.

Bigger companies take accumulated tax credits of smaller companies into consideration when they decide to buy out a smaller company. So the proposed well decommissioning tax credit will improve the chances of both well remediation, and of smaller players being bought by bigger players - preventing wells from being orphaned during bankruptcy.

Examples of other deductions, allowance and credits that could be left over from previous years:

Canadian Exploration Expenses: previously gave 100% credit for exploratory drilling, closure of a dry hole, or closure of a hole that didn't produce within two years of being completed (ie. wells a company couldn't make money from). Liberals used Budget 2017 to phase out exploratory drilling credit by the end of 2018.^{xiv} The credits for dry holes remain. Credits generated previously can be carried forward indefinitely.

Canadian Development Expenses: creates an account for all expenses related to the drilling and completion of a well, temporary access roads and preparing the site, of which 30% can be claimed each year. Credits generated previously can be carried forward indefinitely.

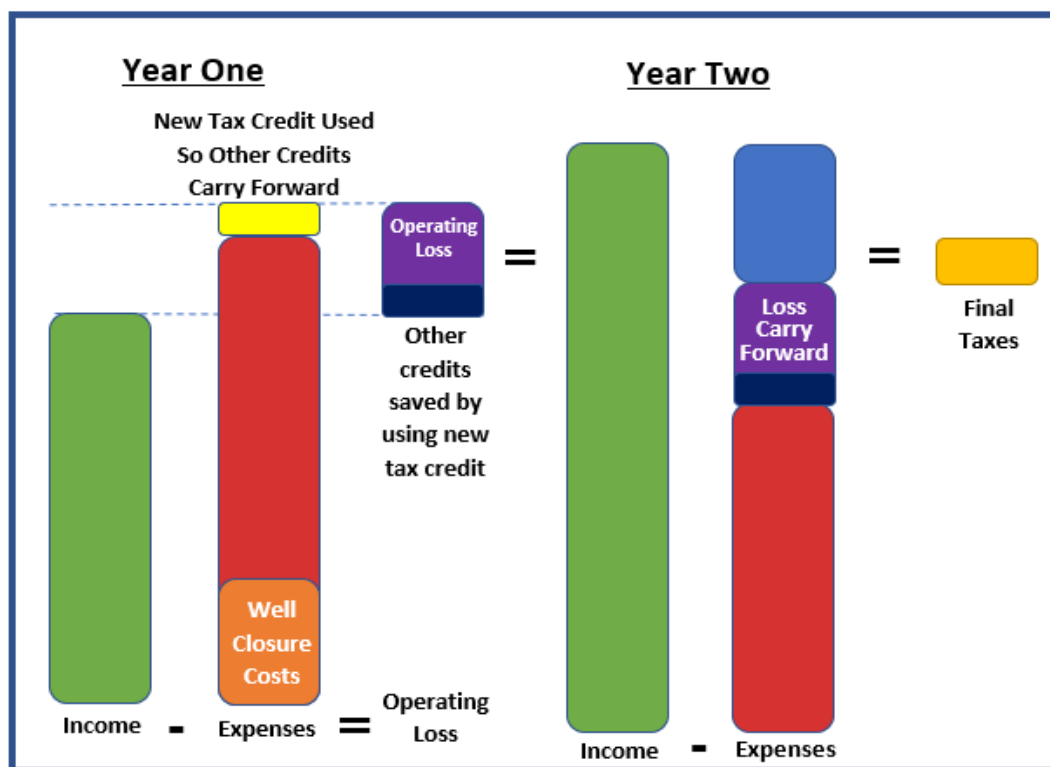
Capital Cost Allowance: annual deduction in respect to depreciable property owned at the end of the year. General rule is something that is above ground and could be moved to another site (wellheads, pumps, gathering lines, etc).

Canadian Oil and Gas Property Expenses: cost of acquisition of land, exploration rights, licenses, permits, leases, well, and royalty interest in and oil and gas property to be deducted. Can use up to 10% of cumulative multi-year running total per year.

Investment Tax Credits: tax credits that take dollar for dollar off tax bill for specified investments. Includes 15% of specified research and development costs, or 10% of certain Atlantic resource properties purchased between 2012 and 2014. Can be carried forward for 20 years.

Operating Expense Losses: If expenses more than income, can take the difference and carry forward indefinitely to reduce future years taxable income. (ie. \$100 operating loss on a year reduces federal/provincial combined taxes by \$25 in future years).

Company That Does Not Pay Federal Income Tax



Annex C: Questions & Answers

Q1: What are the technical terms related to orphan and abandoned wells? ^{xv}

- **Orphan:** A well or facility confirmed not to have anyone responsible or able to deal with its closure and reclamation.
- **Inactive:** A well or associated facility where activities have stopped due to technical or economic reasons. Not all sites in this category are orphaned. Many may be reopened and produce again at a later date.
- **Abandoned:** A site that is permanently dismantled (plugged, cut and capped) and left in a safe and secure condition.
- **Remediation:** The process of cleaning up a contaminated well site to meet specific soil and groundwater standards.
- **Reclamation:** The process of replacing soil and re-establishing vegetation on a wellsite so it can support activities similar to those it could have supported before it was disturbed.

Q2: How many orphan and abandoned wells are there?

- Data changes month to month as companies report it, and there are sub-categories within these categories hence the rounding (with the exception of the orphan wells, which are specific numbers).

	Total Wells	Active Wells (producing)	Inactive Wells (suspended)	Orphan Wells (not-reclaimed)
British Columbia	25,767	18,000	7,500 ^{xvi}	346 ^{xvii}
Alberta	270,000	176,000 ^{xviii}	90,000 ^{xix}	3,406 ^{xx}
Saskatchewan	89,000	69,000	30,000	660 ^{xxi}
Ontario		3559 ^{xxii}	872 ^{xxiii}	
Quebec			711 ^{xxiv}	

Q3: What will it cost to remediate all these wells?

- There is some variance in the cost estimates, because the total number of wells changes on a month to month basis, the status of the wells changes, and the cost of remediation varies greatly. Some wells it's as little as \$20,000 to remediate, others could cost several million.
- In Alberta, C.D. Howe estimated in 2017 that if companies at high risk of bankruptcy went bankrupt, the cost could be \$8.6 billion dollars to remediate those wells.
- For all of Alberta's current wells, the Alberta Energy Regulator put the costs at \$30 billion, but other studies say it could cost a total of \$50 billion dollars.

- The Saskatchewan Auditor General estimated it would cost \$4 billion in reclamation costs for all wells in Saskatchewan (2017 dollars).
- The British Columbia Auditor General estimated it would cost \$3 billion to reclaim all wells and facilities in British Columbia.

Q4: What is the Redwater Decision and what was its impact?

- As a result of the Redwater Supreme Court ruling in 2019 (that federal bankruptcy laws do not supersede provincial environmental obligations) many companies can no longer find financing to drill new wells to increase their cashflow because in the case of bankruptcy investors and creditors would only get paid after all well closure and reclamation costs.

Q5: What are flow through shares?

- Flow-through-shares allow a company to issue stock to raise funds for a specific activity, such as well closure and reclamation. Tax credits generated by that well closure (like the one proposed in this bill) would then flow through to the purchaser of the shares.
- The result is the purchaser of the shares has a stock they can sell (after a hold period of six or twelve months) and a tax credit to reduce their corporate taxes. So even if the stock price goes down, the purchaser still makes money because of the tax credits attached to the stock.
- This is how significant sums of money (hundreds of millions of dollars) can be generated from the private sector, at minimal cost to the taxpayer, to pay for well decommissioning and reclamation

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- ⁱ KPMG 2018 oil and gas tax guide – pg 23
- ⁱⁱ <http://www.orphanwell.ca/wp-content/uploads/2019/07/OWA-2018-19-Ann-Rpt-Final.pdf>
- ⁱⁱⁱ <http://www.orphanwell.ca/wp-content/uploads/2018/10/OWA-2017-18-Ann-Rpt-Final.pdf>
- ^{iv} <http://www.orphanwell.ca/wp-content/uploads/2018/10/OWA-2017-18-Ann-Rpt-Final.pdf>
- ^v <http://www.orphanwell.ca/wp-content/uploads/2018/10/OWA-2017-18-Ann-Rpt-Final.pdf>
- ^{vi} www.orphanwell.ca/wp-content/uploads/2019/07/OWA-2018-19-Ann-Rpt-Final.pdf
- ^{vii} www.orphanwell.ca/wp-content/uploads/2019/07/OWA-2018-19-Ann-Rpt-Final.pdf
- ^{viii} https://www.bcauditor.com/sites/default/files/publications/reports/OAGBC_Oil-Gas-Non-operating-Sites_RPT.pdf
- ^{ix} March 31, 2019 <https://www.bcogc.ca/public-zone/orphan-site-management>
- ^x <http://www.orphanwell.ca/wp-content/uploads/2019/07/OWA-2018-19-Ann-Rpt-Final.pdf>
- ^{xi} <http://www.orphanwell.ca/wp-content/uploads/2019/07/OWA-2018-19-Ann-Rpt-Final.pdf>
- ^{xii} <https://publications.saskatchewan.ca/#/products/81613>
- ^{xiii} <https://publications.saskatchewan.ca/#/products/101862>
- ^{xiv} <https://www.bennettjones.com/Publications-Section/Updates/Budget-2017-Changes-to-Canadian-Exploration-Expense-and-Flow-Through-Shares>
- ^{xv} <https://www.alberta.ca/upstream-oil-and-gas-liability-and-orphan-well-inventory.aspx>
- ^{xvi} https://www.bcauditor.com/sites/default/files/publications/reports/OAGBC_Oil-Gas-Non-operating-Sites_RPT.pdf
- ^{xvii} March 31, 2019 <https://www.bcogc.ca/public-zone/orphan-site-management>
- ^{xviii} Jan 2019 - <https://www.alberta.ca/upstream-oil-and-gas-liability-and-orphan-well-inventory.aspx>
- ^{xix} Jan 2019 - <https://www.alberta.ca/upstream-oil-and-gas-liability-and-orphan-well-inventory.aspx>
- ^{xx} Nov 1, 2019 - <http://www.orphanwell.ca/about/orphan-inventory/>
- ^{xxi} Dec 31, 2019 - <https://www.saskatchewan.ca/business/agriculture-natural-resources-and-industry/oil-and-gas/liability-management/orphan-fund-procurement-program/orphan-inventory>
- ^{xxii} Ontario Abandoned Works Program
- ^{xxiii} Oil, Gas, and Salt Resources Library
- ^{xxiv} <https://mern.gouv.qc.ca/demarches-reperer-securiser-puits-gaz-petrole-inactifs-2018-05-01/>

Town of Rocky Mountain House
c/o Dean Krause / CAO
Box 1509
Rocky Mountain House, AB
T4T 1B2



Clearwater County
c/o Rick Emmons / CAO
Box 550
Rocky Mountain House, AB
T4T 1A4



April 14, 2020

Shannon Stubbs, MP
House of Commons
Ottawa, Ontario K1A 0A6

Sent by Email: Shannon.Stubbs@parl.gc.ca

RE: Bill C-221

Good day Ms. Stubbs,

Further to your request for support for Bill C-221, please be advised that Clearwater County and the Town of Rocky Mountain House, jointly provide their support for this Bill. Clearwater County and the Town of Rocky Mountain House are very aware of the impact of orphaned oil and gas wells, having a significant number in our region. Tax credits to allow for the remediation of orphaned oil and gas wells would benefit our communities and support environmental sustainability initiatives in our region. Both Clearwater County and the Town of Rocky Mountain House cherish our beautiful West Country, and efforts towards environmental restoration and the incentivization of private investment benefits our economy and environment.

To this end, we provide our signatures below, in support of Bill C-221.

Tammy Burke
Mayor

Tim Hoven
Reeve

CC: Town of Rocky Mountain House Council
Clearwater County Council
CAO, Dean Krause, Town of Rocky Mountain House
CAO, Rick Emmons, Clearwater County



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Tax Rate Bylaw 1093/20
PRESENTATION DATE:	Tuesday, May 12, 2020
DEPARTMENT:	Corporate Services
WRITTEN BY:	Rhonda Serhan, Manager Financial Services
REVIEWED BY:	Murray Hagan Director, Corporate Services & Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA Sections 326 to 343) <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
BYLAW 1093 - Tax Rate Bylaw Final May 12	

STAFF RECOMMENDATION:

That Council considers granting second and third reading of Bylaw 1093/20.

BACKGROUND:

In accordance with Part 10 Sections 326 to 343 of the Municipal Government Act, Administration has prepared the annual Tax Rate Bylaw for the tax year of 2020. This bylaw encompasses four requisitions:

1. Provincial School Tax Requisition
2. Municipal Tax Levy
3. Seniors Foundation Tax Requisition
4. Designated Industrial Property Tax Requisition

Most of the Provincial School tax requisition is forwarded to the province, which then distributes these dollars to the various school boards in the province. The balance of these dollars is passed on to the private school board in our district as directed by the Province of Alberta. The municipal tax levy represents the dollars required above other revenue sources for Clearwater County to meet the obligations of the programs approved by Council during budget. The Seniors Foundation tax requisition is requisitioned on behalf of our seniors facility and forwarded quarterly. The Designated

Industrial Property (DIP) tax requisition is requisitioned only on the DIP assessments to cover the cost of assessing these properties by the province.

Clearwater County Council has made some difficult decisions regarding the tax rate bylaw and I will summarize them below:

The first penalty date has been moved from September 15 to November 6, 2020. This gives ratepayers an additional 7.5 weeks to pay all outstanding taxes without penalty. A penalty will be added to outstanding taxes on November 6th at 4:30 pm of 8% and additional 4% added December 15th at 4:30 pm for any still outstanding at that time.

Given that Clearwater County's original penalty date covered the requirements for the six-month deferral of the provincial school requisition for the non-residential class, this is additional time on top of that deferral for all classes of assessment within Clearwater County.

The province has dropped the school requisition **rates** back down to the 2019, however these rates will be applied to the 2019 assessment, which may have changed from the 2018 assessment that the 2019 requisition was based on.

Clearwater County Council has left the municipal tax levy unchanged from 2019, but again individual ratepayers could see a tax bill differ from the previous year's bill, if their assessment has changed in the last year.

Keeping rates at a 0 percent increase and lowering the tax rate for the small business sub-class leaves a shortfall of \$84,271 from the \$47,000,000 of budgeted tax revenue. Administration recommends not doing a budget adjustment for this amount.

Other information to note is the Designated Industrial (DI) Property assessment cost rate has been set by Ministerial Order:011/20 at 0.0760 per \$1,000 of assessment. When the province agreed to take over the assessment of the DI properties for the province, they also negotiated with industry that industry would pay for this service through their own requisition. This requisition only applies to those designated industrial properties as classified by the province. Within Clearwater County, only \$5,117,772,440 is classified as DIP out of \$7,185,213,580 in total assessed property.

The senior's foundation requisition has increased from \$605,919 to \$625,301 for an increase of \$19,382, making that levy 0.0889 per \$1,000 of assessment and the percentage increase 3.2%.

**Clearwater County
Bylaw No. 1093/20**

BEING A BYLAW OF CLEARWATER COUNTY TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN CLEARWATER COUNTY FOR THE 2020 TAXATION YEAR.

AND BEING A BYLAW OF CLEARWATER COUNTY TO AUTHORIZE THE LEVYING OF PENALTIES ON UNPAID TAXES.

WHEREAS, Clearwater County at the December 17, 2019 Council meeting prepared and adopted detailed estimates of the municipal revenues and expenditures as required for 2020 operations and capital project budgets: and,

WHEREAS, Clearwater County has made adjustments to the budget adopted December 17, 2019; and,

WHEREAS, the estimated municipal expenditures, allowances and transfers set out in Clearwater County's 2020 budget total **\$112,137,486**; and the total of the revenue sharing distributed by Clearwater County is **\$1,615,025** and the total required for repayment on the principal of long term debt is **\$370,286**; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at **\$65,507,772**, and the balance of **\$47,000,000** is to be raised by general municipal taxation; and revenue is being distributed by Clearwater County of **\$1,615,025**; for a net revenue being raised for Clearwater County expenses is **\$45,384,975**.

WHEREAS, 2020 requisitions are as follows:

Total School Requisitions	\$ 17,768,806
Over/Under School Levy	\$ 851,011
Seniors Foundation	\$ 625,301
DI Property Assessment Levy	\$ 388,951

And,

WHEREAS, the Council of Clearwater County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and,

WHEREAS, the Council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the Municipal Government Act (MGA), Chapter M-26, Revised Statutes of Alberta, 2000; and,

WHEREAS, the assessed value of all property in Clearwater County as shown on the assessment roll is:

Assessment base for the Municipal levy purposes:

	<u>Assessment \$</u>
Residential	1,715,045,120
Non Residential	3,483,675,620
Non-residential Small Business	7,288,800
Farmland	57,723,520
Machinery & Equipment (M&E)	<u>1,776,305,830</u>
Subtotal	<u>7,040,038,890</u>
Exempt	<u>145,174,690</u>
Total Assessment	<u><u>7,185,213,580</u></u>

And,

WHEREAS, the assessed value of all property in Clearwater County available for the **provincial school requisition** as shown on the assessment roll is:

Assessment base for the Provincial School Requisition purposes:

	<u>Assessment \$</u>
Residential	1,715,045,120
Non Residential	3,483,675,620
Non-residential Small Business	7,288,800
Farmland	56,891,940
Machinery & Equipment (M&E)	<u>1,776,305,830</u>
Subtotal	<u>7,039,207,310</u>
Exempt	<u>145,174,690</u>
Total Assessment	<u><u>7,184,382,000</u></u>

And,

WHEREAS, the Council of Clearwater County deems it prudent and expedient to impose a penalty on unpaid taxes and tax arrears;

Municipal Tax Levy

NOW THEREFORE, under the authority of the Municipal Government Act (MGA), the Council of Clearwater County, in the Province of Alberta, enacts as follows:

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 Clearwater County:

	Tax Levy \$	Assessment \$	Rate
Municipal			
Residential	4,569,566	1,715,045,120	0.0026644
Non-residential	27,849,200	3,483,675,620	0.0079942
Non-residential Small Business	43,701	7,288,800	0.0059957
Farmland	253,118	57,723,520	0.0043850
M&E	14,200,144	1,776,305,830	0.0079942
Seniors Foundation	625,213	7,032,766,210	0.0000889
DI Property	388,951	5,117,772,440	0.0000760

Provincial School Requisition Levy

2. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property eligible for the provincial school requisition levy in Clearwater County:

	School Requisition Levy \$	Assessment \$	Rate
Residential/Farmland	4,787,169	1,768,440,810	0.0027070
Non-residential	<u>12,981,711</u>	<u>3,488,019,570</u>	0.0037218
Subtotal	<u>17,768,881</u>	<u>5,256,460,380</u>	

3. The minimum amount payable as property tax for general municipal purposes shall be \$25.00.
4. That a penalty of 8% shall be added to all taxes and arrears outstanding at 4:30 pm on November 6, 2020.
5. That a penalty of 4% shall be added to all taxes and arrears outstanding at 4:30 pm on December 15, 2020.

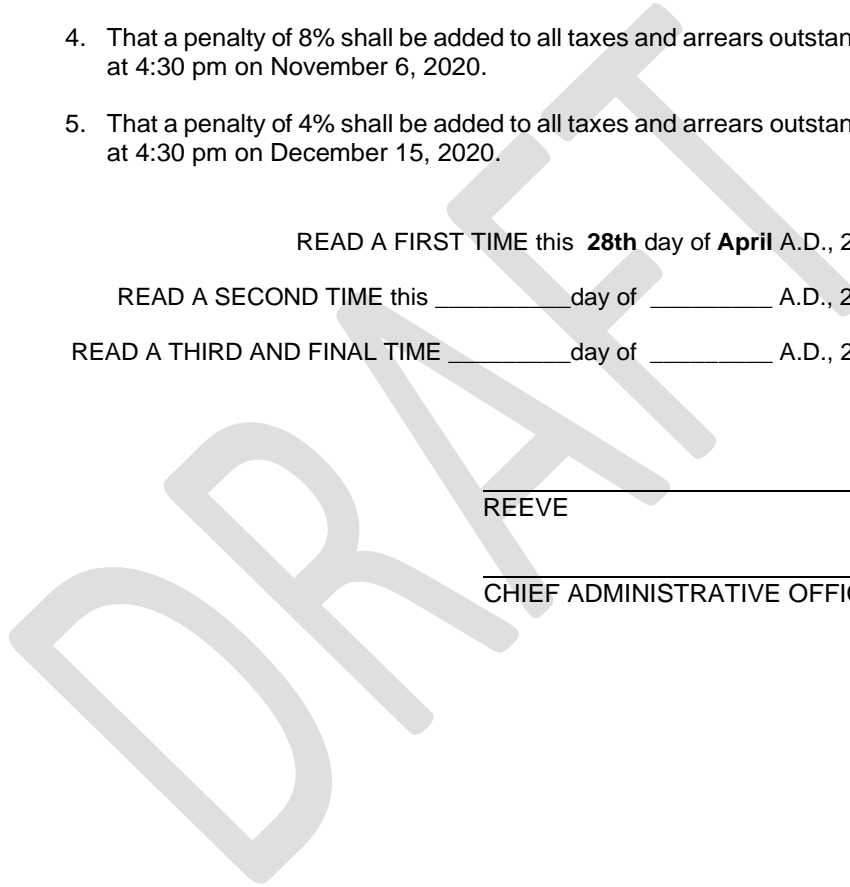
READ A FIRST TIME this **28th** day of **April** A.D., 2020.

READ A SECOND TIME this _____ day of _____ A.D., 2020.

READ A THIRD AND FINAL TIME _____ day of _____ A.D., 2020.

REEVE

CHIEF ADMINISTRATIVE OFFICER



CAO's REPORT

May 12, 2020

1. Clearwater County COVID-19 Update:
 - Alberta's relaunch strategy began last week with some restrictions lifted and is expected to continue with stage 1 as early as May 14. In consideration of the upcoming changes, Clearwater County's Emergency Coordination Centre (ECC) is cautiously anticipating to re-open all County facilities to public access after the May long weekend (this will be re-evaluated next week against any new changes from the province). Extra safety measures will be put in place such as updated door signage, physical distancing floor signs and an enhanced sanitization strategy. [Click here](#) to read the province's relaunch strategy document.
 - Although County facilities will be re-opened to public access soon, the County's communications will still encourage the public to continue utilizing alternative technology such as phone, email, website or social media for general inquires or transactions that can take place without an office visit.
 - County staff will continue to screen visitors/contractors and follow safe work practices and procedures to mitigate the spread of COVID-19.
 - County facilities remain closed to public access until May 15 (meaning open by appointment only).
 - All non-essential public and staff events are cancelled until May 15, 2020.
 - All non-critical work-related travel outside Clearwater County is prohibited until May 15, 2020, or until further notice.
 - [County Website COVID-19 Resource](#)
2. Along with the new police costing model unveiled in December 2019, the Justice and Solicitor General ministry also announced the establishment of an Alberta Police Advisory Board to give municipalities a voice in setting provincial policing priorities. This Board will be implemented in two phases:
 - In the first year, an Interim Board will develop the structure and scope of the Advisory Board.
 - On completion of the Interim Board's mandate, the work of the Operational Police Advisory Board will begin for a four-year term.

As per the Terms of Reference developed by the Justice and Solicitor General ministry, the Interim Board will comprise:

- four representatives from the RMA Board,
- four representatives from the AUMA Board, and
- one representative from the Alberta Association of Police Governance Executive.

The Interim Board will be primarily focused on developing the appropriate board structure, governance processes and the mandate to support an efficient and effective Operational Police Advisory Board. This Interim Advisory Board will also have the responsibility to keep municipal members (councils and local policing/advisory committees) apprised of government policing priorities and initiatives respecting policing priorities and Interim Board mandate matters.

May 12th, 2020

Public Works Report

1. Gravel Roads

Clearwater County Beat Graders continue to work through each beat mitigating areas of concern, as needed. Summer Gravel program to begin the week of May 19th, 2020.

2. Surfaced Roads

All of the plow trucks have been down rigged and converted back to gravel trucks for the Summer season. Two units are still ready and prepared to tackle a snow or freezing rain event.

Patching, on Surfaced Roads, has begun and will continue, as weather permits, on an as-needed basis.

The availability of dust suppression contracts, both SB90 & Magnesium Chloride, is currently being advertised and will remain open until May 31st.

The streetlight arms and fixtures have been installed on the custom streetlight poles in Nordegg. The tendering of the remaining work involving the placement of an additional three streetlight poles and fixtures, at the intersection of Highway 11 and Stuart Street, along with the energization of all streetlights, is expected to be posted by the end of May.

Crews will be sweeping off Surfaced Roads in the coming weeks to remove any remaining winter sand, from plow trucks, and/or gravel at the intersections.

3. Maintenance

Pidherney's has completed hauling aggregate from the Burnstick Aggregate Pit to the Larsgard Aggregate Pit. They started on February 11th, 2020 and completed hauling on March 6th, 2020. The ¾" aggregate is scheduled to be stockpiled the week of May 11th, 2020. The project completion deadline, to have the aggregate stockpiled, is June 30th, 2020.

Northside Construction Partnership, the contractor for the replacement of approximately 380 metres of Priority 1 Sanitary Collection Mains, within the Hamlet of Condor, is scheduled to start on May 19th, 2020. Construction is scheduled to last 53 days, weather dependent.

Project tender, for the replacement of BF08195 (SE 02-41-06-W5M, Township Rd. 41-0 and east of Range Road 6-2), has been publicly posted and receiving tender bids. The tender has a closing date of May 12th, 2020.

Pidherney's is scheduled to start the Condor Lagoon Upgrades the week of May 19th, weather dependent. Work to be completed, but not limited to, the installation of the new liner within the lagoon storage cell and landscaping. Work expected to be completed by July, 2020.

Culverts continue to be monitored and steamed, to minimize the damages to our roadways, due to isolated flooding.

County signs and delineators are being replaced, repaired, and washed as needed.

Crews are beginning to prepare for the upcoming spring and summer maintenance programs which include beaver control, the evaluation of potential effects of run off, and, flooding, bridge cleaning & repairs, and, drainage control.

County Gravel pits are being assessed and evaluated for potential aggregate operations which include reclamation, mining and crushing.

4. Rocky Mountain Regional Solid Waste Authority

The Service Agreement, between Clearwater County and **Tetra Tech Canada Inc.**, for the engineering of the Landfill Cell 2 Development construction, is currently being reviewed. Expect Service Agreement to be finalized by week of May 19th, 2020.

5. Gravel Road Rehabilitation

Construction Foremen have begun Spring Road Assessments as roads are showing weak areas from frost slowly coming out of road grade.

Erosion mitigation and ditch cleanup has begun on Twp. 41-2, west of Hwy 22 (Frisco Pit Road) when ground conditions permit.

Mulching is underway on Twp. 36-5A (Paradis Road) as ground conditions allow.

Staff are monitoring last year's Gravel Road Rehab and Shoulder Pull projects for gravel requirements as spring thaw begins.

Staff are assisting with the construction of campsites at Shunda Creek Campground in Nordegg. Trees were removed May 6th and 7th, 2020 along the campsite road that presented a hazard.

6. Base Pave

The Speight Road (Twp. 39-0) grading tender was advertised May 5th, 2020. Closing date for proposals is May 28th, 2020.

Remaining brush removal on road right of way and private property is ongoing.

The base pave for Taimi Road was originally scheduled to commence August 20, 2020. The contractor (Pidherney's) has indicated that they may commence as early as June 1, 2020.

7. Asphalt Overlay

Border Paving has begun operations at the Brewster Pit adjacent to the Sunchild Road. Crushing operations are expected to last until June 1, 2020. Pidherney's has finished stockpiling pit run from Brewster Pit to their crusher site on the east side of the Sunchild road across from the Brewster Pit.

The legal survey RFP for Sunchild Road was posted on April 7th, 2020. The closing date for proposals is May 14th, 2020.

8. Nordegg Historic Commercial Core

AIC Construction has completed stripping topsoil for future parking lots and lanes this past week.

9. New Staff Accommodation Unit (Nordegg)

1110076 Ontario Limited continues with the construction of the 4-person self-contained staff accommodation unit. Delivery and placement have been delayed until May 15th, 2020.

Preparation for the pad will begin next week prior to unit arrival.

10. Administration Building Renovations

Staff and contractors continue with the basement renovations to facilitate additional file storage, meeting room, office space and a breakout room. Contractors will continue to work on renovations after hours and weekends.

11. Land Acquisition (Caroline Property)

The Residential Real Estate Purchase Contract was completed, and the Purchase Price was fully paid on April 30th, 2020. Administration received possession of property house keys on May 01st, 2020.

Staff inspected the property, including the house and outbuildings. Staff is taking steps to remove the outbuildings and cut off utilities to the house. The house is being evaluated for the presence hazardous materials.

12. Leslieville Public Services

The RFP for the building was advertised April 20th, 2020. Closing date for proposals is May 12th, 2020. Construction is to commence July 31st, 2020 and be completed by December 31st, 2020.

The grading tender was advertised April 21st, 2020. Closing date for proposals is May 14th, 2020. Construction is to be completed by July 20th, 2020.

13. Broadband

The RFP for the Fibre Backbone build from Rocky Mountain House west to the Ferrier area closed April 23, 2020. 8 proposals were received. The County's consultant and staff have commenced the review of the proposals and had interviews scheduled May 7th and 8th with selected proponents.

Road Bans:

Clearwater County

4340 47 Ave Box 550
 ROCKY MOUNTAIN HOUSE, Alberta
 T4T 1A4
 Telephone (403) 845-4444 Fax (403) 845-7330
 E-mail: publicworks@clearwatercounty.ca
 Website: www.clearwatercounty.ca



Order by the Vehicle Weights Committee of
 Clearwater County
Highway Order No. 01/20
 Defining Maximum Allowable Weights Permitted
 On Certain Municipal Roads

Pursuant to the Authority granted by the Minister of Transportation and Utilities under the Traffic Safety Act, the Vehicles Weights Committee orders that effective **12:00 NOON, Friday, March 27, 2020.**

Percentage Axle Weights for Highways are:

HIGHWAY NO.	LOCATION	% AXLE WEIGHTS
Arbutus Rd RR 6-3 & 6-1	From Hwy #11 to Butte Hall Rd	90%
Airport Road Access	From One Mile north of TWP Rd 40-0 to Airport	90%
Alhambra Rd RR 5-4	From Hwy #11 to SH598	90%
Beaver Flats Rd RR 6-0	From Hwy #598 to Hwy #12	90%
Bunch Road Rge Rd 5-4	From Hwy #598 North to Twp Rd 40-0	90%
Burnstick Lake Rd RR 6-3	From Hwy #54 to 9 km South	90%
Caroline North RR 6-1	From Hwy #54 North 10.5 kms to Butte Hall Rd Twp Rd 37-3	90%
Caroline South Rd RR 6-1	From the Village of Caroline South to extension of #587	90%
Cougar Ridge Twp Rd 38-5	From Hwy 752 East 1/4 mile Cougar Ridge Access Rd & Subdivision	90%
Crimson lake access	From Hwy 756 West 1.6 km	90%
Crammond Rd TWP RD 35-4	From Hwy #22 East for 8 km	90%
Everdell Rd RR 7-3	From Prairie Creek (Hobbs) Road North to Hwy #752	90%
Golf Course Rd TWP RD 39-5	From Hwy #11A East to the golf course	90%
Greenwood Way, Cul-de-sac	Gravel-Greenwood Way entrance off RR 6-4 – Entire Cul-de-sac	50%
James River Rd RR 5-3	From James River Store on Hwy #587 South to Bridge	90%
Old Dovercourt Rd	From Hwy #11 for 1 km South RR 7-1 & East TWP RD 39-0	90%
Oras Rd RR 6-3	From Junction Hwy #11 North to Hwy #12	90%
Rainbow Ford Rd TWP RD 39-3	From Town/County Boundary East to the Taimi Road	50%
Red Deer River Access Rd	From County Boundary West for 10 km	75%
Wall Street Rd RR 4-3	From Hwy #11 South to County Boundary	90%
Withrow Rd RR 4-3	From Hwy #11 to Rainy Creek Road	90%
Dead End Gravel Road TWP RD 40-4	Gravel - From NE Corner of 20-40-8-W5 West to end of road	50%

NOTICE: This is an information service only. It is your company's responsibility to keep updated on Road Bans.

Date March 25, 2020


 Erik Hansen
 Director, Public Works
 Infrastructure

Erik Hansen, Kurt Magnus, Directors, Public Works



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Cammie Laird
Date:	April 5, 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
Mar 9	Attd: CCTA Mtg. @ Arbutus (19:00-22:00 Hrs.)						32
Mar 10	Mtg: CC-C Reg. Council (08:30-17:30 Hrs.)				1		26
Mar 11	Mtg: Mediation @ RHM Christ. Cent. 11:30-19:00 Hrs.)	1	1				28
Mar 12	Mtg: Mediation @ RHM Christ. Cent. 07:30-13:30 Hrs.)	1					28
Mar 19	Mtg: CC-C Sp. Council (12:30-15:00 Hrs.)	1					26
Mar 19	Wrshop: CC-C Re: Med. (15:00-17:30 Hrs.)						
Mar 23	* Mtg: RMH Sen Hs. @ W&N 08:00-10:00 Hrs.	1 <i>cah</i>					28
Mar 23	Mtg: Sp. Council (13:30-15:00 Hrs.)		1				26
Mar 24	Mtg: CC-C Reg. Council (08:30-18:00 Hrs.)				1		26
Mar 25	Mtg. RMH Library (18:30-20:30 Hrs.)(Zoom)	1					

PAID

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Remuneration Calculation (for office use only)							
1	Meetings @ 94.00 =	94.00 ✓		220	First 5000 Kms @ \$0.59 =	129.80	
4	Meetings @ 174.00 =	696.00 ✓			Over 5000 Kms @ \$0.53 =		
2	Meetings @ 137.00 =	274.00 ✓			Lunch @ 16.00 =		
2	Meetings @ 311.00 =	622.00 ✓					
	Supervision =	1116.00 ✓					
	Total	2,802.00					
					Total =	129.80	



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Timothy Hoven
Date:	March 31 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	<u>March</u>	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
3/2	Open House Meeting						91
3/5	Leslieville Open House	X					55
3/6	Waste Reduction meeting	X					91
3/10	Council				X		121
	Caroline Ag Society			X			
3/11	Reeve and Mayor Meeting	X					82
3/18	Town County Mayors Reeve Meeting	X					91
3/19	Special Council meeting	X					91
3/20	Conference Calls with Madu and Nixon	X					91
3/23	Special Council meeting	X					91
3/24	Council				X		91
3/27	Signing Fire Agreement						91
3/29	Premier's Conference Call	X					

PAID

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Remuneration Calculation (for office use only)							
	Meetings @ 94.00 =	—		986	First 5000 Kms @ \$0.59 =	581.74	
8	Meetings @ 174.00 =	1392.00			Over 5000 Kms @ \$0.53 =		
1	Meetings @ 137.00 =	137.00			Lunch @ 16.00 =		
2	Meetings @ 311.00 =	622.00					
	Supervision =	2075.00					581.74
	TOTAL =	4226.00					TOTAL =



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Theresa Laing
Date:	March 25, 2020
Signature (Councillor / Board Member):	<i>Theresa Laing</i>

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
Feb 4	Rocky Native Friendship – Blan Ex	X	X				14
Feb 4	Crime Watch	X					14
Feb 5	RNFC – Blan Ex	X	X				14
Feb 5	Brownlee Calgary travel	X					210
Feb 6	Brownlee legal conference	X	X	X			210
Feb 7	RMA	X	X				14
Feb 11	Council				X		14
Feb 12	Senior Housing	X					14
Feb 12	FCSS	X					14
Feb 13	Chamber	X					14
Feb 18	Workshop	X					14
Feb 20	Community Futures	X	X				200
Feb 20	Reynolds Mirth Legal travel	X					180
Feb 21	Reynolds Mirth Legal	X	X	X			180
Feb 25	Council				X		14
Feb 27	Crime Watch crown prosecutor Eck	X					90
Feb 28	Conference call prov bud	X					14

PAID

Remuneration Calculation (for office use only)							
1	Meetings @ 94.00 =	94.00		1224	First 5000 Kms @ \$0.59 =	722.16	
14	Meetings @ 174.00 =	2436.00			Over 5000 Kms @ \$0.53 =		
8	Meetings @ 137.00 =	1096.00			Lunch @ 16.00 =		
2	Meetings @ 311.00 =	622.00					
	Supervision =	1116.00					
	TOTAL =	5364.00			Hotel Receipt	113.36	
					HOTEL Receipt	170.84	
					TOTAL =	1006.36	



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 RR 3STN MAIN
 ROCKY MOUNTAIN AB T4T 2A3
 CANADA

Room No: 426/NKR
 Arrival Date: 2/20/2020 8:31:00 PM
 Departure Date: 2/21/2020 12:06:00 PM
 Adult/Child: 1/0
 Cashier ID: SOCU
 Room Rate: 104.00
 AL:
 HH #
 VAT #
 Folio No/Che 91630 A

Confirmation Number: 91558242

HAMPTON INN & SUITES AIRDRIE 3/28/2020 4:29:00 PM

DATE	DESCRIPTION	Cashier ID	Transaction ID	GUEST CHARGES	CREDIT	BALANCE
2/20/2020	GUEST ROOM	LEFO	242577	\$104.00		
2/20/2020	GST- ROOMS	LEFO	242577	\$5.20		
2/20/2020	OCCUPANCY TAX- ROOMS	LEFO	242577	\$4.16		
2/21/2020	VS *3706	GKAUR24	242614		(\$113.36)	
BALANCE						\$0.00

EXPENSE REPORT SUMMARY

	2/20/2020	STAY TOTAL
ROOM AND TAX	\$113.36	\$113.36
DAILY TOTAL	\$113.36	\$113.36
Total Invoice Amount	\$104.00	\$9.36

GST # - 850899287

CREDIT CARD DETAIL

APPR CODE	054771	MERCHANT ID	000100682400
CARD NUMBER	VS *3706	EXP DATE	02/23
TRANSACTION ID	242614	TRANS TYPE	Sale

PAID

Invoice

Theresa Laing Canada	Folio No. :	82396	Cashier No. :	68	Room No. :	0705	02-06-20
	A/R Number :				Arrival :	02-05-20	
	Group Code :				Departure :	02-06-20	
	Company :				Conf. No. :	352250717	
	Membership No. :				Rate Code :	RACK	
	Invoice No. :				Page No. :	1 of 1	
	Ref# :				GST# 139081681 RT0001		

Date	Description	Charges	Credits
02-05-20	Room	149.99	
02-05-20	Destination Marketing Fee 3%	4.50	
02-05-20	Environmental Fees 1.5%	2.25	
02-05-20	Federal GST - Guest Rooms 5%	7.83	
02-05-20	Tourism Levy 4%	6.27	
02-06-20	Visa		170.84
Total		170.84	170.84
Balance		0.00	

Total GST \$ 7.83

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

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Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Michelle Swanson
Date:	
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	<u>March</u>	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
Mar 2	CCCW Supper with Blaine Caulkins & AGM in Leslieville	✓					123
Mar 3	Blue Mountain Power Public Presentation						26
Mar 4	Rec Board Meeting	✓					26
Mar 4	Open Farm Days Session						-
Mar 5	Leslieville Public Services Bldg Presentation & Fire Hall Tour	✓					74
Mar 6	RMH Waste Reduction Survey Results Presentation	✓					26
Mar 9	CCTA						-
Mar 10	Council mtg				✓		26
Mar 10	Frisco Hall AGM						-
Mar 13	Rimby Community Police Committee	✓					135
Mar 15	RMH Doctors Livestream						-
Mar 18	EDO Webinar						-
Mar 18	AB Counsel Webinar						-
Mar 19	MPC	✓					26
Mar 19	Special Council Mtg		✓				-

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Remuneration Calculation (for office use only)							
	Meetings @ 94.00 =			488	First 5000 Kms @ \$0.59 =	287.92	
7	Meetings @ 174.00 =	1218.00		0	Over 5000 Kms @ \$0.53 =	0	
2	Meetings @ 137.00 =	274.00		0	Lunch @ 16.00 =	0	
2	Meetings @ 311.00 =	622.00					
	Supervision =	1116.00					
	TOTAL =	3230.00		PAID			TOTAL = 287.92



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Jim Duncan
Date:	April 14, 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,105.00 / Monthly
Reeve Supervision Rate	\$2,054.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
March 5	Leslieville Open House	X					95
March 10	Council				X		40
March 11	Mediation	X	X				40
March 12	Mediation	X					40
March 23	Special Council Meeting	X					40
March 24	Regular Council				X		40

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Remuneration Calculation (for office use only)			
Meetings @ 94.00 =		First 5000 Kms @ \$0.59 =	
Meetings @ 174.00 =		Over 5000 Kms @ \$0.53 =	



pg. 2 of 2 Duncan
March 2020

Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	
Date:	
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)

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Remuneration Calculation (for office use only)					
0	Meetings @ 94.00 =	0		295	First 5000 Kms @ \$0.59 = 174.05
4	Meetings @ 174.00 =	696.00		0	Over 5000 Kms @ \$0.53 = 0
1	Meetings @ 137.00 =	137.00		0	Lunch @ 16.00 = 0
2	Meetings @ 311.00 =	622.00			
	Supervision =	1116.00			
	TOTAL =	2571.00		PAID	TOTAL = 174.05



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Tim Hoven
Date:	April 30 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,105.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
4/2	CAPP Conference Call	1					
4/3	AHS Conference Call	1					
4/9	Central Region Mayor/ Reeves Conference Call	1					
	RMA Webinar		1				
	RMA : Virtual meeting						
4/14	Council				1		91
4/20	Strategic Planning	1	1				91
	MA Conference Call			1			
4/22	Meeting with TRMH Mayor	1					91
	Caroline Ag Society		1				
4/24	SPOG	1					
	RMA Resolution Session		1				
4/28	Council				1		91
4/29	CA Mayors and Reeves Call	1					
4/20	CAPP Conference Call	1					

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Remuneration Calculation (for office use only)						
0	Meetings @ 94.00 =	0		364	First 5000 Kms @ \$0.59 =	214.76
8	Meetings @ 174.00 =	1392.00		0	Over 5000 Kms @ \$0.52 =	0
5	Meetings @ 137.00 =	685.00		0	Lunch @ 16.00 =	0
2	Meetings @ 311.00 =	622.00				
	Supervision =	2075.00				
TOTAL =		4774.00				TOTAL = 214.76

PAID



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	John Vandermeer
Date:	April 27, 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,160.00 / Monthly
Reeve Supervision Rate	\$2,054.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
2	Crime watch AGM						66
3	Blue Mtn Power update						
4	CAEP Policy Review mtg	X					160
5	Leslieville open house	X					66
6	RMH waste reduction	X					80
10	Council				X		80
11	Mediation w RMH	X					80
12	Mediation w RMH	X					80
19	Special Council Mtg	X					80
23	Special Council Mtg	X					
24	Council				X		80
27	REDA Chairs – EDT&T tmtg	X					160
30	CAEP Policy Review mtg	X					160

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Remuneration Calculation (for office use only)							
0	Meetings @ 94.00 =	0		1092	First 5000 Kms @ \$0.59 =	644.28	
9	Meetings @ 174.00 =	1566.00		0	Over 5000 Kms @ \$0.52 =	0	
0	Meetings @ 137.00 =	0		0	Lunch @ 16.00 =	0	
2	Meetings @ 311.00 =	622.00					
	Supervision =	1116.00					
	TOTAL =	3304.00		PAID		TOTAL = 644.28	



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	John Vandermeer
Date:	May 1, 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,054.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
9	CAEP Policy Review mtg	X					
14	Council				X		80
16	CAEP Policy Review mtg	X					
16	Regional resilience m & f						
17	CAEP Exec. Comm. mtg	X					
20	Strat Plan mtg	X	X				80
23	CAEP Policy Review mtg	X					
24	RMA –Resolutions S2020	X			X		80
28	Council						
30	CAEP Policy Review mtg	X					

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Remuneration Calculation (for office use only)

0	Meetings @ 94.00 =	0		240	First 5000 Kms @ \$0.59 =	141.60
7	Meetings @ 174.00 =	1218.00		0	Over 5000 Kms @ \$0.52 =	0
1	Meetings @ 137.00 =	137.00		0	Lunch @ 16.00 =	0
2	Meetings @ 311.00 =	622.00				
	Supervision =	1116.00				
		T. 3093.00				

PAID

T. 141.60