



## Policy and Priorities Committee Agenda

May 20, 2025, 9:00 AM

Town of Kitscoty Council Chambers/ Via ZOOM Webinar

5011 50 Street

Kitscoty, Alberta, Canada

Pages

1. CALL TO ORDER

2. ADDITIONS TO AGENDA

3. ADOPTION OF AGENDA

**Motion Number:**

THAT the County of Vermilion River approve the May 20, 2025 Policy and Priorities Committee Meeting Agenda as presented.

4. APPOINTMENTS

4.a 9:05 AM ONION LAKE RCMP - SGT. JEFFREY CARTER

9

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the Onion Lake RCMP reports as information.

4.b 9:20 AM STEP ECONOMIC DEVELOPMENT ALLIANCE - LINDA SALLSTROM

39

5. BUSINESS ARISING OUT OF PRIOR MEETINGS

**5.a POST PUBLIC HEARING REPORT FOR THE MUNICIPAL DEVELOPMENT PLAN (BYLAW 25-06) AND LAND USE BYLAW (BYLAW 25-05) – FOR INFORMATION**

44

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the post public hearing report for the Municipal Development Plan (Bylaw 25-06) and Land Use Bylaw (Bylaw 25-05), prepared by Municipal Planning Services (2009) Ltd. as information.

**6. COUNCIL NEW BUSINESS**

**6.a FINANCE**

**CONTINUATION OF DESIGNATED INDUSTRIAL PROPERTY (DIP) ASSESSMENT REVIEW FOR 2025 TAX YEAR**

63

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that Council approve an additional contract for the continuation of the Designated Industrial Property (DIP) assessment review for the 2025 tax year.

**Request for Information**

**6.b PUBLIC WORKS AND UTILITIES**

**Request for Information**

**6.c NATURAL GAS UTILITY**

**2025 QUALITY MANAGEMENT PLAN – MOTION REQUIRED**

69

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River adopt the 2025 Quality Management Plan set out by Rural Utilities as presented.



**INTEGRITY MANAGEMENT PROGRAM – MOTION  
REQUIRED**

72

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River adopt the Gas Utility Pipeline System Integrity Management Program as presented.

**SAFETY AND LOSS MANAGEMENT SYSTEM – MOTION  
REQUIRED**

86

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River adopt the Gas Utility Safety and Loss Management System as presented.

**Request for Information**

**6.d AGRICULTURE & ENVIRONMENTAL SERVICES (ASB)**

**Request for Information**

**6.e PROTECTIVE SERVICES**

**Bill 49 - PUBLIC SAFETY AND EMERGENCY SERVICES  
STATUTES AMENDMENT ACT**

105

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the Rural Municipalities of Alberta (RMA) report regarding changes proposed to the Public Safety and Emergency Services Statutes Amendment Act concerning Policing and Emergency Management as information.

**DOG CONTROL – FINAL**

133

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River proceed with implementing a three-year agreement with Border Paws, as presented, with minor amendments to the Public Safety Bylaw.

## **Request for Information**

### **MEMORANDUM OF UNDERSTANDING - LAKELAND COLLEGE EMERGENCY TRAINING SCHOOL AND COUNTY OF VERMILION RIVER**

136

#### **Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve the signing of the revised Memorandum of Understanding between Lakeland College Emergency Training School and the County of Vermilion River.

## **6.f PLANNING AND COMMUNITY SERVICES**

### **VILLAGE OF KITSCOTY LAND USE BYLAW AMENDMENT – FOR INFORMATION**

143

#### **Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the Village of Kitscoty Land Use Bylaw amendment external referral from Municipal Planning Services (2009) Ltd. as information.

### **CANOLA FARMS AREA STRUCTURE PLAN – FOR INFORMATION**

148

#### **Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee accept the Canola Farms Area Structure Plan prepared by ISL Engineering and Land Services Ltd. for information.

### **SUBDIVISION AND DEVELOPMENT FEE COMPARISON – FOR INFORMATION**

850

#### **Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the subdivision and development fee comparison for information.

## **Request for Information**

## **6.g GENERAL ADMINISTRATION**

**BILL 50 MUNICIPAL AFFAIRS STATUTES AMENDMENT  
ACT, 2025 - FOR INFORMATION**

857

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the Bill 50 Municipal Affairs Statutes Amendment Act, 2025 report as information.

**PROVINCE OF ALBERTA – MATURE ASSET STRATEGY**

981

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee accept the Province of Alberta – Maturity Asset Strategy as information.

**Request for Information**

**7. POLICIES**

**7.a POLICY FI 004 RESERVE v4**

1005

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Policy FI 004 Reserves as presented.

**7.b RESCIND POLICY FI 007 TAX STABILIZATION RESERVE**

1043

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 007 Tax Stabilization Reserve.

**7.c RESCIND POLICY FI 009 – REVENUE FROM COUNTY BUILDINGS**

1046

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 009 Revenue from County Buildings.

**7.d RESCIND POLICY FI 011 – CASH IN LIEU OF SCHOOL RESERVE**

1051

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 011 Cash in Lieu of School Reserve.

**7.e RESCIND POLICY FI 013 – FIRE SURPLUS FUNDS 1065**

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 013 Fire Surplus Funds.

**7.f POLICY PE 009 GENERAL (STATUTORY), OPTIONAL GENERAL HOLIDAYS – MOTION REQUIRED 1068**

**Recommendation:**

THAT the County of Vermilion River Policy and Priority Committee recommend that the County of Vermilion River approve Policy PE 009 General (Statutory), Optional General Holidays as amended.

**7.g POLICY SA 001 MUNICIPAL SAFETY POLICY – THIRD REVISION 1084**

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Safety Policy SA 001 Municipal Safety Policy as presented.

**7.h RESCIND POLICY SA 005 PERSONAL PROTECTIVE EQUIPMENT 1105**

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind policy SA 005 Personal Protective Equipment.

**7.i RESCIND POLICY SA 009 SAFETY POINT PROGRAM 1111**

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy SA 009 Safety Point Program.

**8. BYLAWS**

**8.a BYLAW 25-11 TAX PENALTY 1118**

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Bylaw 25-11, being a bylaw for the purpose of authorizing the imposition of property tax penalties for unpaid taxes as amended.

**8.b BYLAW 25-13 FEE BYLAW – MOTION REQUIRED**

1128

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River repeal Bylaw 21-12, being the Fee Bylaw and replace it with Bylaw 25-13, being the new Schedule of Fees for Goods and Services.

**9. DISPOSITION OF APPOINTMENT**

**9.a CASSAVA PROJECT**

1238

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the Cassava Project presentation as information.

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve the letter of support for the Cassava Project.

**Recommendation:**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River Reeve Marty Baker sign the letter of support for the Cassava Project.

**10. NOTICE OF MOTIONS**

**11. CLOSED SESSION - CONFIDENTIAL**

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee move to a Closed Session at 0:00 PM with all members in attendance.

**11.a ADVICE FROM OFFICIALS - OIL INDUSTRY COST SHARING - FOIP SECTION 24(1)(a)**

**11.b ADVICE FROM OFFICIALS - GRAVEL NEGOTIATIONS - FOIP SECTION 24(1)(a)**

**11.c ADVICE FROM OFFICIALS - REINHART INDUSTRIAL PARK - FOIP SECTION 24(1)(a)**

**11.d PRIVILEGED INFORMATION - LAWYER ADVICE ON LEGAL ENFORCEMENT UPDATE – BRAHMA RESOURCES AND TOP MET RESOURCES - FOIP SECTION 27(1)(a)**

**12. RETURN TO OPEN SESSION**

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee Meeting return to Open Session at 0:00 PM with all members in attendance.

**13. BUSINESS ARISING OUT OF CLOSED SESSION**

**13.a OIL INDUSTRY COST SHARING**

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee accept the Oil Industry Cost Sharing information as presented.

**13.b GRAVEL NEGOTIATIONS**

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the Gravel Negotiations item as information.

**13.c REINHART INDUSTRIAL PARK**

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee accept the report for NW-9-50-1W4M as information.

**13.d LAWYER ADVICE ON LEGAL ENFORCEMENT UPDATE**

**Motion Number:**

THAT the County of Vermilion River Policy and Priorities Committee receive the Brahma Resources and Top Met Resources legal enforcement update for information.

**14. ADJOURNMENT**



## Indigenous Community Policing Report

### F Division – Indigenous Policing Services

Submit this report quarterly, per policy *F Division OM 38.1.3. Indigenous Police Reports*.

#### Report From

Date Report Prepared (yyyy-mm-dd)	Report Prepared by (Member Name)	Detachment
2025-04-07	S/Sgt Jeff Carter	Onion Lake
Community	Reporting Quarter	Report Year (yyyy)
Seekaskootch	Q4 - April	2024

#### Part I: Offences Reported and/or Committed in Your Community

A. Criminal Code	Number (max. 3 chars)
1. Missing Person	11
2. Domestic Assault	12
4. Assaults	66
5. Break and Enter	11
6. Thefts - Over / Under	30
7. Mischief / Prevent Lawful Enjoyment of Property	216
8. Impaired Driving / Suspension	32
9. Traffic	181
10. Band Bylaws	43
11. Other Criminal Code (Threats, Keep the Peace, Fraud etc.) - explain Breaches-33, Other CC files- 72, Sexual offenses- 8, Firearms- 6, Flight from Police- 20, suspicious person- 32, Drug - 6, MVCs - 15	
12. Other Provincial Statutes (Mental Health Act) - explain Mental Health- 60, Sudden Deaths- 4, Assistance files- 25, 911- 22, Well- being - 30, Liquor Act- 7, Animal Calls- 5, Trespass- 1, Child Welfare- 13, False alarm- 57	

#### Part II: Number of Events Attended by All Detachment Personnel in Community Policing / Prevention Initiatives within the Community

Type of Event	Number (max. 3 chars)
1. School Visits	3
2. Community Presentations/Meetings	6
3. Recruiting (e.g. career events, presentations)	0
4. Crime Prevention Programs	0
5. Youth Events	0
6. Cultural Events - Pow Wows, Feasts, etc.	0
7. Other - explain	

#### Part III: Community Priorities

Provide a summary of the community priorities. (this field expands)

DAP priorities created with consultation from community and detachment members. Prolific Offenders, Drugs, Supervision, Community Engagement, Police Visibility, Property Crimes, and Police/Community Relations were all concerns identified by the community and members.

This past quarter saw the greatest increase in warrant executions. As of January 14, 2025 there were 99 names on the warrant list. As of April 14, 2025 there were 88 names on the list including 11 new names since then. 34 warrants were executed in that time frame as well as many fresh warrants being executed. This effort was partially due to regular calls for service but mostly pro-active work by a handful of the detachment members.

#### Community Reports and Initiatives

##### 1. Crime Trends and Issues of Concern

Explain the current crime trends in the community. (this field expands)

Drugs/Alcohol offences continue to contribute to the generation of new files/complaints which makes up approx. 20.05% of our call volume. The drug and alcohol related occurrences decreased from last quarter to this quarter. Our call volume decreased from 1429 to 1077 as this covered much of cold months. Members continued to focus on traffic enforcement as road safety is always important and charged approx. 34.25% of the overall Traffic related occurrences. This



# Indigenous Community Policing Report

## F Division – Indigenous Policing Services

Protected A  
once completed

includes 6 impaired charges, 8 Roadside Suspensions, and 62 SOTI charges.

Drugs Abuse/Alcohol Abuse, Traffic and Alcohol related complaints continue to be an issue, total complaints for this quarter is 1077 complaints averaging 359 per month, which is a decrease from the previous quarter's monthly average of 476. The file count for the previous year was 1039 in the same quarter. File count has dropped slightly but averages to the normal range for calls for service (norm is 400 files per month). The past quarter saw a decrease of 352 calls for service. Onion Lake Detachment's calls for service typically require more follow-up as they are more serious in nature. Distribution, allowance, and pay weekends continue to contribute to increased calls for service either day of or within a day or two. The Detachment continues to see a steady number of flight files from Police (Police attempt a stop on vehicle and it takes off). There were 26 Flight from Police files in the previous quarter, this quarter decreased to 20. Mental Health complaints remained the same at 60 calls for service this past quarter.

No.	Action Steps / Follow Up (these fields expand)
1	Members will continue to follow-up with files in a timely manner
2	Members will continue to remain visible in the community
3	

### 2. Reconciliation Efforts and Events

Provide details of all Reconciliation efforts. (document meetings scheduled, attended, cancelled and missed, crime prevention initiatives; this field expands)  
XXMembers attended 8 meetings that included Band Leadership, Police Management Board, Victim Services, Inter-Agency. XX

No.	Action Steps / Follow Up (these fields expand)
1	Continue to participate with Inter-Agency
2	Continue to liaise with community leadership
3	

### 3. Community Consultive Groups

Provide feed back received from all community consultive groups. (incl. police boards, justice committees, and community leadership; this field expands)  
The Onion Lake CCG/Police Board was established once again in December 2022, however after last meeting with Council in March 2025 it was learned that the Police Management board was disbanded. Only one meeting was attended in January 2025. Chief and Council intend to create a Police Commission, more details to come.

No.	Action Steps / Follow Up (these fields expand)
1	Liaise with Chief and Council to establish new protocols with Police Commission and RCMP
2	Re-establish a stand alone CCG consisting of community members
3	

### 4. Other

Explain all other significant issues. (incl. infrastructure, human resources, changes to Chief and/or Council; this field expands)  
Onion Lake RCMP is staffed with 17.5 positions: 1 S/Sgt, 2 Cpls, 12 Csts, and 2.5 DSAs. There are 7 positions assigned the Onion Lake CTA (1 Cpl, 6 Csts). Cst Amelie Fillion transferred to the detachment in February 2025. A new DSA should be hired by next quarter. We are losing Cst Cressan Genus, Cpl Adam Olson, and S/Sgt Carter this next quarter. However, a new Cpl will be here in May 2025, 2 more Constables will be here in June 2025.

No.	Action Steps / Follow Up (these fields expand)
1	Keep in touch with staffing to encourage smooth transitions between transfers.
2	Overtime and Acting is being utilized to fill gaps in schedule and supervision
3	

### 5. Reconciliation Feedback

Provide feedback on all Reconciliation events and meetings.(this field expands)  
Feedback has been positive when members attend events.



# Indigenous Community Policing Report

## F Division – Indigenous Policing Services

Protected A  
once completed

### 6. Community Familiarization

If a new Member has joined the detachment, provide details on how they completed their community orientation. (this field expands)  
We have had one member transfer into the community. S/Sgt Carter has reached out to representatives from OLCN to help familiarize the new member to the community.

### Acknowledgements

#### Report Delivered

This report was delivered by:

☐ Email ☒ In person, by hand

Delivery Date (yyyy-mm-dd)

2025-04-30

Name of Person Report was Delivered to

Chief and Council

#### Report Presented

☒ I have presented this report.

Presented Date (yyyy-mm-dd)

2025-04-30

Name of Member

S/Sgt Jeff Carter

#### Detachment Commander / Delegate

☒ I have reviewed this report.

Reviewed Date (yyyy-mm-dd)

2025-04-30

Name of Detachment Commander / Delegate

S/Sgt Jeff Carter

### Submission Instructions

1. Email or hand deliver a completed copy of this report to the Chief and Council or Village Government.
2. Retain a completed copy at the Detachment.
3. Email this document to "F" Division Indigenous Policing Services using the following button:

**Submit Completed Form to F Indigenous Policing Services**

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Provincial Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	1	0	1	0	0	1	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	2	0	2	0	0	1	50.0%
	3	0	3	0	0	2	66.7%
Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9133 0030 No Pursuit Involved - Flight From Peace Officer	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - Provincial Statutes {except traffic}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8840 0341 911 Act - Other Activities	1	0	1	0	0	0	0.0%
	1	0	1	0	0	0	0.0%
Violation group - National Survey Codes					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8999 3064 Written Traffic Offence Warnings - Provincial/Territorial	1	0	1	0	0	1	100.0%
	1	0	1	0	0	1	100.0%
Violation group - Crimes Against Property - Theft over \$5000.00					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2135 0106 Taking Motor Vehicle/Vessel without consent of owner	1	0	1	0	1	0	100.0%
	1	0	1	0	1	0	100.0%

Occurrence Stats (All Violations)

Violation group - Common Police Activities - Related Police Activities					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8550 0050 False Alarms	1	0	1	0	0	0	0.0%
	1	0	1	0	0	0	0.0%
Totals	8	0	8	1	1	3	50.0%

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Traffic Accidents					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	1	0	1	0	0	0	0.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	6	0	6	1	0	1	16.7%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportable	6	0	6	0	0	0	0.0%
	13	0	13	1	0	1	7.7%
Violation group - Traffic Offences - Provincial Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violations - Provincial/Territorial	6	0	6	0	2	4	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Provincial/Territorial	11	0	11	2	1	8	81.8%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	81	0	81	2	27	52	97.5%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	7	0	7	2	1	3	57.1%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/Territorial	29	0	29	0	3	26	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	170	0	170	2	47	117	96.5%
9900 0110 Driving without Due Care or Attention - Provincial/Territorial	11	0	11	11	0	0	0.0%
9900 0120 Driving While Disqualified or License Suspension (Provincial/Territorial)	1	0	1	0	0	1	100.0%
9900 0130 Non-Moving Traffic - Use Of Electronic Handheld Device / Distracting Behaviour Violations - Provincial / Territorial	4	0	4	0	0	4	100.0%
9910 0010 Roadside Suspensions - alcohol related - No grounds to charge	1	0	1	0	0	1	100.0%
9910 0015 Roadside Suspensions - drug related - No grounds to charge	1	0	1	0	0	0	0.0%
9910 0020 Roadside Suspensions - alcohol related	24	0	24	2	2	12	58.3%
9910 0025 Roadside Suspensions - drug related	1	0	1	0	0	1	100.0%
9910 0030 Drivers License Suspensions - By Police	24	0	24	1	3	12	62.5%
	371	0	371	22	86	241	88.1%
Violation group - Traffic Offences - Other Criminal Code Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9320 0020 Operation while prohibited	4	0	4	0	4	0	100.0%
	4	0	4	0	4	0	100.0%

Violation group - Traffic Offences - Off-road Vehicle Collisions					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9940 0030 Off-Road Vehicle Collision - Property Damage	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - Traffic offences - Impaired Operation Related Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9230 0070 Operation while impaired (alcohol)/over 80mg% of Motor Vehicle	21	2	19	5	3	11	73.7%
9233 0010 Operation while impaired (alcohol and drug) / over 80mg% of a Motor Vehicle	3	0	3	0	2	1	100.0%
9260 0010 Failure or refusal to comply with demand (alcohol)	2	0	2	0	0	2	100.0%
	26	2	24	5	5	14	79.2%
Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9133 0030 No Pursuit Involved - Flight From Peace Officer	20	0	20	18	1	1	10.0%
	20	0	20	18	1	1	10.0%
Violation group - Provincial Statutes {except traffic}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	21	0	21	3	8	10	85.7%
7300 0010 Child, Youth and Family Services Act - Offences Only	1	0	1	1	0	0	0.0%
7300 0110 911 Act - Offences Only	11	1	10	5	0	8	80.0%
7300 0210 Family Violence Prevention / Protection Act – Offences Only	1	0	1	0	1	0	100.0%
8840 0281 Liquor Act (Provincial/Territorial) - Other Activities	2	0	2	1	0	0	0.0%
8840 0291 Child, Youth and Family Services Act - Other Activities	12	0	12	0	0	0	0.0%
8840 0297 Coroner's Act - Sudden Death/Other Activities	4	0	4	0	0	0	0.0%
8840 0306 Family Law Act – Other Activities	3	0	3	0	0	0	0.0%
8840 0311 Fire Prevention Act - Other Activities	2	0	2	0	0	0	0.0%
8840 0336 Mental Health Act - Other Activities	68	0	68	1	0	2	2.9%
8840 0341 911 Act - Other Activities	14	0	14	1	0	0	0.0%
	139	1	138	12	9	20	21.0%

Occurrence Stats (All Violations)

Violation group - Other Federal Statutes - Indian Act					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
6900 0380 Indian Act - Other Offences	4	0	4	0	0	4	100.0%
6900 0382 Indian Act - Band Bylaws	113	0	113	39	0	107	94.7%
8840 0196 Indian Act - Other Activities	3	0	3	3	0	0	0.0%
	120	0	120	42	0	111	92.5%
Violation group - Other Federal Statutes - Firearms Act					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
6550 0010 Firearms Act - Offences only	1	0	1	0	0	1	100.0%
	1	0	1	0	0	1	100.0%
Violation group - Other Criminal Code - Other Criminal Code					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3410 0050 Failure to comply with undertaking	10	0	10	5	3	2	50.0%
3410 0060 Failure to comply with order	21	1	20	7	8	4	60.0%
3410 0070 Failure to comply with appearance notice or summons	0	0	0	0	0	2	0.0%
3430 0010 Disturbing the peace/Causing a disturbance	27	0	27	21	1	9	37.0%
3470 0010 Resists/obstructs peace officer	5	0	5	0	4	1	100.0%
3480 0020 Being unlawfully at large	3	0	3	1	0	2	66.7%
3490 0010 Trespass at night	1	0	1	1	0	0	0.0%
3520 0010 Fail to comply probation order	9	0	9	2	5	2	77.8%
3540 0010 Uttering Threats Against Property or an Animal	4	0	4	1	2	1	75.0%
3830 0080 Conspire to commit indictable offence	1	0	1	1	0	0	0.0%
3890 0180 SOIRA - Fail to comply with Order/Obligation to register	4	0	4	1	1	2	75.0%
	85	1	84	40	24	25	58.3%
Violation group - Other Criminal Code - Offensive Weapons					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3375 0015 Possession of weapon for dangerous purpose	4	0	4	2	2	0	50.0%
3375 0055 Unauthorized possession of a firearm/prohibited weapon or restricted weapon	1	0	1	1	0	0	0.0%
	5	0	5	3	2	0	40.0%

Occurrence Stats (All Violations)

Violation group - Other Criminal Code - Corruption					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3730 0130 Personating a peace officer	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - National Survey Codes					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	129	3	126	12	39	57	76.2%
8999 3064 Written Traffic Offence Warnings - Provincial/Territorial	150	0	150	0	1	148	99.3%
8999 3065 Victim Services Offered - Accepted	10	0	10	2	4	2	60.0%
8999 3066 Victim Services Offered - Declined	22	0	22	9	3	6	40.9%
8999 3067 Victim Services Requested - Not available	1	0	1	0	0	0	0.0%
8999 3069 Subject Behaviour / Officer Response Reporting	6	0	6	2	1	1	33.3%
8999 3071 Victim Services - Proactive Referral	33	0	33	9	6	4	30.3%
8999 3079 Naloxone - Dose Administered by Police to General public	1	0	1	0	0	0	0.0%
8999 3080 Fentanyl/synthetic opioids - suspected	2	0	2	1	0	0	0.0%
	354	3	351	35	54	218	77.5%
Violation group - FES - Other FES Statutes					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8840 0171 Family Orders & Agreements Enforcement Assistance Act - Other Activities	2	0	2	0	0	0	0.0%
	2	0	2	0	0	0	0.0%
Violation group - Drug Enforcement - Trafficking					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
4230 0010 Trafficking - Schedule I: Other	1	0	1	1	0	0	0.0%
4250 0010 Trafficking - Schedule I: Methamphetamine (Crystal Meth)	1	0	1	1	0	0	0.0%
	2	0	2	2	0	0	0.0%
Violation group - Drug Enforcement - Possession					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
4150 0010 Possession - Schedule I: Methamphetamine (Crystal Meth)	3	0	3	2	1	0	33.3%

Occurrence Stats (All Violations)

Violation group - Drug Enforcement - Possession					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
4170 0020 Possession - Schedule I: Fentanyl (And Analogues)	1	0	1	1	0	0	0.0%
	4	0	4	3	1	0	25.0%
Violation group - Drug Enforcement - Drug Enforcement Other					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8840 0001 Controlled Drugs & Substance Act - Other Activities	1	0	1	0	0	0	0.0%
	1	0	1	0	0	0	0.0%
Violation group - Crimes Against the Person - Sexual Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	6	1	5	3	2	3	100.0%
1345 0010 Sexual Interference	1	0	1	1	0	0	0.0%
	7	1	6	4	2	3	83.3%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1610 0030 Robbery - other offences	1	0	1	0	1	0	100.0%
1620 0025 Sextortion	1	0	1	1	0	0	0.0%
1625 0010 Criminal Harassment	3	1	2	2	0	0	0.0%
1626 0040 Harassing communications	7	0	7	7	1	0	14.3%
1627 0010 Uttering threats against a person	41	0	41	25	12	5	41.5%
	53	1	52	35	14	5	36.5%
Violation group - Crimes Against the Person - Kidnapping/Hostage/Abduction					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1516 0010 Forcible confinement	2	0	2	1	1	0	50.0%
	2	0	2	1	1	0	50.0%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1410 0010 Aggravated Assault	3	0	3	0	3	0	100.0%



Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1420 0010 Assault With Weapon or Causing Bodily Harm	21	1	20	5	13	3	80.0%
1430 0010 Assault	50	5	45	17	15	11	57.8%
1450 0010 Discharge firearm with intent	2	1	1	1	0	0	0.0%
1457 0010 Pointing a firearm	2	1	1	1	0	0	0.0%
1460 0010 Assault on Police Officer	2	0	2	0	2	0	100.0%
1461 0010 Assault on Police Officer with Weapon/Causing Bodily Harm	3	0	3	0	3	0	100.0%
	83	8	75	24	36	14	66.7%
Violation group - Crimes Against Property - Theft under \$5000.00					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	18	3	15	12	2	1	20.0%
2142 0011 Theft under or equal to \$5000 From a motor vehicle	2	0	2	2	0	0	0.0%
2165 0020 Identity Theft	1	0	1	1	0	0	0.0%
	21	3	18	15	2	1	16.7%
Violation group - Crimes Against Property - Theft over \$5000.00					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2130 0005 Other theft over \$5000	2	0	2	2	0	0	0.0%
2135 0100 Theft of car	2	0	2	2	0	0	0.0%
2135 0101 Theft of truck	3	0	3	3	0	0	0.0%
2135 0103 Theft of sport utility vehicle (SUV)	1	0	1	1	0	0	0.0%
2135 0105 Theft of other motor vehicle	4	0	4	2	1	1	50.0%
2135 0106 Taking Motor Vehicle/Vessel without consent of owner	5	1	4	2	1	1	50.0%
	17	1	16	12	2	2	25.0%
Violation group - Crimes Against Property - Possession of Stolen Goods					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2153 0010 Possession of property obtained by crime over \$5000	9	1	8	7	1	0	12.5%
2156 0010 Possession of property obtained by crime less than or equal \$5000	3	1	2	2	0	0	0.0%
	12	2	10	9	1	0	10.0%

Violation group - Crimes Against Property - Mischief					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2170 0091 Mischief - damage to property (except motor vehicle) 430(3)&(4) CC	11	0	11	3	5	2	63.6%
2170 0095 Mischief to motor vehicle 430(3)&(4) CC	5	0	5	3	1	1	40.0%
2170 0100 Mischief - Obstruct enjoyment of property	142	3	139	101	2	46	34.5%
	158	3	155	107	8	49	36.8%

Violation group - Crimes Against Property - Fraud					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2160 0150 Theft, forgery, misuse of credit card	1	0	1	1	0	0	0.0%
2166 0010 Identity Fraud	5	0	5	2	3	0	60.0%
	6	0	6	3	3	0	50.0%

Violation group - Crimes Against Property - Break and Enter					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2120 0020 Break and Enter - Residence	7	2	5	2	1	2	60.0%
2120 0040 Break and Enter - Other	1	0	1	1	0	0	0.0%
2120 0050 Being unlawfully in a dwelling house	4	0	4	2	1	1	50.0%
	12	2	10	5	2	3	50.0%

Violation group - Crimes Against Property - Arson (excluding offences related to death)					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2110 0011 Arson - damage to property (except motor vehicle)	2	1	1	1	0	0	0.0%
2110 0015 Arson to motor vehicle	2	0	2	2	0	0	0.0%
	4	1	3	3	0	0	0.0%

Violation group - Common Police Activities - Related Police Activities					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8500 0110 Offender Management	4	0	4	3	0	0	0.0%
8550 0020 Abandoned Vehicles	12	0	12	1	0	0	0.0%
8550 0030 Suspicious Person/ Vehicle/ Property	32	0	32	0	0	0	0.0%
8550 0040 Animal Calls	6	0	6	1	0	0	0.0%
8550 0050 False Alarms	57	0	57	0	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Common Police Activities - Related Police Activities					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8550 0060 Items Lost/Found - except passports	1	0	1	0	0	0	0.0%
8550 0080 Person Reported Missing	11	0	11	0	0	0	0.0%
8550 0140 Breach of Peace	65	0	65	1	0	4	6.2%
	188	0	188	6	0	4	2.1%
Violation group - Common Police Activities - Assistance to General Public					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8546 0010 Assist General Public	2	0	2	0	0	0	0.0%
8550 0190 Wellbeing Check	30	0	30	0	0	0	0.0%
	32	0	32	0	0	0	0.0%
Totals					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
	1744	29	1715	409	257	713	56.6%

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Provincial Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violations - Provincial/Territorial	3	0	3	0	1	2	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Provincial/Territorial	3	0	3	0	1	2	100.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	61	0	61	1	24	36	98.4%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	5	0	5	2	0	3	60.0%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/Territorial	11	0	11	0	2	9	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	62	0	62	0	17	45	100.0%
9900 0110 Driving without Due Care or Attention - Provincial/Territorial	4	0	4	4	0	0	0.0%
9900 0130 Non-Moving Traffic - Use Of Electronic Handheld Device / Distracting Behaviour Violations - Provincial / Territorial	1	0	1	0	0	1	100.0%
9910 0010 Roadside Suspensions - alcohol related - No grounds to charge	1	0	1	0	0	1	100.0%
9910 0020 Roadside Suspensions - alcohol related	1	0	1	0	0	1	100.0%
9910 0030 Drivers License Suspensions - By Police	1	0	1	0	0	1	100.0%
	153	0	153	7	45	101	95.4%
Violation group - Traffic Offences - Other Criminal Code Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9320 0020 Operation while prohibited	2	0	2	0	2	0	100.0%
	2	0	2	0	2	0	100.0%
Violation group - Traffic offences - Impaired Operation Related Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9230 0070 Operation while impaired (alcohol)/over 80mg% of Motor Vehicle	1	0	1	0	0	1	100.0%
9260 0010 Failure or refusal to comply with demand (alcohol)	1	0	1	0	0	1	100.0%
	2	0	2	0	0	2	100.0%
Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9133 0030 No Pursuit Involved - Flight From Peace Officer	3	0	3	3	0	0	0.0%
	3	0	3	3	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Provincial Statutes {except traffic}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8840 0336 Mental Health Act - Other Activities	3	0	3	0	0	0	0.0%
	3	0	3	0	0	0	0.0%
Violation group - Other Federal Statutes - Indian Act					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
6900 0382 Indian Act - Band Bylaws	1	0	1	0	0	1	100.0%
	1	0	1	0	0	1	100.0%
Violation group - Other Criminal Code - Other Criminal Code					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3410 0060 Failure to comply with order	1	0	1	0	1	0	100.0%
3430 0010 Disturbing the peace/Causing a disturbance	2	0	2	0	0	2	100.0%
3470 0010 Resists/obstructs peace officer	1	0	1	0	1	0	100.0%
	4	0	4	0	2	2	100.0%
Violation group - Other Criminal Code - Corruption					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3730 0130 Personating a peace officer	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - National Survey Codes					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	4	0	4	0	2	2	100.0%
8999 3064 Written Traffic Offence Warnings - Provincial/Territorial	76	0	76	0	0	76	100.0%
8999 3065 Victim Services Offered - Accepted	0	0	0	0	0	1	0.0%
8999 3071 Victim Services - Proactive Referral	2	0	2	1	0	0	0.0%
	82	0	82	1	2	79	98.8%

Occurrence Stats (All Violations)

Violation group - Crimes Against the Person - Sexual Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	0	0	0	0	0	1	0.0%
	0	0	0	0	0	1	0.0%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1430 0010 Assault	2	0	2	1	1	0	50.0%
1457 0010 Pointing a firearm	2	1	1	1	0	0	0.0%
	4	1	3	2	1	0	33.3%
Violation group - Crimes Against Property - Theft under \$5000.00					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	1	0	1	0	0	1	100.0%
	1	0	1	0	0	1	100.0%
Violation group - Crimes Against Property - Mischief					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2170 0100 Mischief - Obstruct enjoyment of property	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - Crimes Against Property - Fraud					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2166 0010 Identity Fraud	1	0	1	0	1	0	100.0%
	1	0	1	0	1	0	100.0%
Violation group - Crimes Against Property - Arson (excluding offences related to death)					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2110 0015 Arson to motor vehicle	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Common Police Activities - Assistance to General Public					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8546 0010 Assist General Public	1	0	1	0	0	0	0.0%
	1	0	1	0	0	0	0.0%
					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
Totals	260	1	259	16	53	187	92.7%

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Traffic Accidents					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9930 0030 Traffic Collision(s) - Property Damage - Reportable	3	0	3	0	0	0	0.0%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportable	3	0	3	0	0	0	0.0%
	6	0	6	0	0	0	0.0%
Violation group - Traffic Offences - Provincial Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9900 0020 Moving Traffic - Intersection Related Violations - Provincial/Territorial	2	0	2	1	0	1	50.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	6	0	6	1	3	2	83.3%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/Territorial	1	0	1	0	0	1	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	13	0	13	1	4	8	92.3%
9900 0110 Driving without Due Care or Attention - Provincial/Territorial	2	0	2	2	0	0	0.0%
9900 0130 Non-Moving Traffic - Use Of Electronic Handheld Device / Distracting Behaviour Violations - Provincial / Territorial	1	0	1	0	0	1	100.0%
9910 0020 Roadside Suspensions - alcohol related	8	0	8	0	1	4	62.5%
9910 0030 Drivers License Suspensions - By Police	8	0	8	0	1	4	62.5%
	41	0	41	5	9	21	73.2%
Violation group - Traffic Offences - Other Criminal Code Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9320 0020 Operation while prohibited	1	0	1	0	1	0	100.0%
	1	0	1	0	1	0	100.0%
Violation group - Traffic offences - Impaired Operation Related Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9230 0070 Operation while impaired (alcohol)/over 80mg% of Motor Vehicle	3	1	2	0	0	2	100.0%
9233 0010 Operation while impaired (alcohol and drug) / over 80mg% of a Motor Vehicle	2	0	2	0	1	1	100.0%
9260 0010 Failure or refusal to comply with demand (alcohol)	1	0	1	0	0	1	100.0%
	6	1	5	0	1	4	100.0%



Occurrence Stats (All Violations)

Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9133 0030 No Pursuit Involved - Flight From Peace Officer	5	0	5	5	0	0	0.0%
	5	0	5	5	0	0	0.0%
Violation group - Provincial Statutes {except traffic}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	1	0	1	0	0	1	100.0%
8840 0291 Child, Youth and Family Services Act - Other Activities	1	0	1	0	0	0	0.0%
8840 0297 Coroner's Act - Sudden Death/Other Activities	1	0	1	0	0	0	0.0%
8840 0336 Mental Health Act - Other Activities	7	0	7	0	0	0	0.0%
8840 0341 911 Act - Other Activities	2	0	2	0	0	0	0.0%
	12	0	12	0	0	1	8.3%
Violation group - Other Federal Statutes - Indian Act					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
6900 0382 Indian Act - Band Bylaws	5	0	5	2	0	8	160.0%
	5	0	5	2	0	8	160.0%
Violation group - Other Criminal Code - Other Criminal Code					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3410 0050 Failure to comply with undertaking	4	0	4	2	2	0	50.0%
3430 0010 Disturbing the peace/Causing a disturbance	3	0	3	3	0	2	66.7%
3470 0010 Resists/obstructs peace officer	1	0	1	0	0	1	100.0%
3480 0020 Being unlawfully at large	1	0	1	1	0	0	0.0%
3520 0010 Fail to comply probation order	2	0	2	0	0	2	100.0%
	11	0	11	6	2	5	63.6%
Violation group - Other Criminal Code - Offensive Weapons					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3375 0015 Possession of weapon for dangerous purpose	1	0	1	0	1	0	100.0%
	1	0	1	0	1	0	100.0%

Occurrence Stats (All Violations)

Violation group - National Survey Codes					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	14	0	14	1	6	6	85.7%
8999 3064 Written Traffic Offence Warnings - Provincial/Territorial	10	0	10	0	0	10	100.0%
8999 3065 Victim Services Offered - Accepted	1	0	1	0	0	0	0.0%
8999 3066 Victim Services Offered - Declined	6	0	6	1	1	2	50.0%
8999 3069 Subject Behaviour / Officer Response Reporting	2	0	2	0	1	1	100.0%
8999 3071 Victim Services - Proactive Referral	6	0	6	3	1	1	33.3%
	39	0	39	5	9	20	74.4%
Violation group - Drug Enforcement - Possession					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
4150 0010 Possession - Schedule I: Methamphetamine (Crystal Meth)	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - Crimes Against the Person - Sexual Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1626 0040 Harassing communications	2	0	2	2	1	0	50.0%
1627 0010 Uttering threats against a person	7	0	7	3	2	2	57.1%
	9	0	9	5	3	2	55.6%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1410 0010 Aggravated Assault	1	0	1	0	1	0	100.0%
1420 0010 Assault With Weapon or Causing Bodily Harm	6	0	6	1	4	1	83.3%
1430 0010 Assault	7	1	6	3	2	0	33.3%

Occurrence Stats (All Violations)

Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1461 0010 Assault on Police Officer with Weapon/Causing Bodily Harm	3	0	3	0	3	0	100.0%
	17	1	16	4	10	1	68.8%
Violation group - Crimes Against Property - Theft under \$5000.00					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	2	0	2	1	1	0	50.0%
	2	0	2	1	1	0	50.0%
Violation group - Crimes Against Property - Theft over \$5000.00					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2135 0105 Theft of other motor vehicle	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - Crimes Against Property - Possession of Stolen Goods					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2153 0010 Possession of property obtained by crime over \$5000	3	0	3	3	0	0	0.0%
2156 0010 Possession of property obtained by crime less than or equal \$5000	1	0	1	1	0	0	0.0%
	4	0	4	4	0	0	0.0%
Violation group - Crimes Against Property - Mischief					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2170 0091 Mischief - damage to property (except motor vehicle) 430(3)&(4) CC	1	0	1	1	0	0	0.0%
2170 0095 Mischief to motor vehicle 430(3)&(4) CC	1	0	1	1	0	0	0.0%
2170 0100 Mischief - Obstruct enjoyment of property	12	1	11	8	0	4	36.4%
	14	1	13	10	0	4	30.8%
Violation group - Crimes Against Property - Fraud					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2160 0150 Theft, forgery, misuse of credit card	1	0	1	1	0	0	0.0%
2166 0010 Identity Fraud	1	0	1	1	0	0	0.0%
	2	0	2	2	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Crimes Against Property - Break and Enter					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2120 0020 Break and Enter - Residence	1	0	1	0	1	0	100.0%
2120 0040 Break and Enter - Other	1	0	1	1	0	0	0.0%
	2	0	2	1	1	0	50.0%
Violation group - Crimes Against Property - Arson (excluding offences related to death)					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2110 0011 Arson - damage to property (except motor vehicle)	1	1	0	0	0	0	0.0%
	1	1	0	0	0	0	0.0%
Violation group - Common Police Activities - Related Police Activities					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8550 0020 Abandoned Vehicles	3	0	3	0	0	0	0.0%
8550 0030 Suspicious Person/ Vehicle/ Property	6	0	6	0	0	0	0.0%
8550 0140 Breach of Peace	8	0	8	0	0	0	0.0%
	17	0	17	0	0	0	0.0%
Violation group - Common Police Activities - Assistance to General Public					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8550 0190 Wellbeing Check	3	0	3	0	0	0	0.0%
	3	0	3	0	0	0	0.0%
Totals	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
	201	4	197	53	38	66	52.8%

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Traffic Accidents					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	1	0	1	0	0	0	0.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	3	0	3	1	0	1	33.3%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportable	2	0	2	0	0	0	0.0%
	6	0	6	1	0	1	16.7%
Violation group - Traffic Offences - Provincial Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violations - Provincial/Territorial	3	0	3	0	1	2	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Provincial/Territorial	6	0	6	1	0	5	83.3%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	13	0	13	0	0	13	100.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	2	0	2	0	1	0	50.0%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/Territorial	17	0	17	0	1	16	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	89	0	89	1	26	60	96.6%
9900 0110 Driving without Due Care or Attention - Provincial/Territorial	5	0	5	5	0	0	0.0%
9900 0120 Driving While Disqualified or License Suspension (Provincial/Territorial)	1	0	1	0	0	1	100.0%
9900 0130 Non-Moving Traffic - Use Of Electronic Handheld Device / Distracting Behaviour Violations - Provincial / Territorial	2	0	2	0	0	2	100.0%
9910 0015 Roadside Suspensions - drug related - No grounds to charge	1	0	1	0	0	0	0.0%
9910 0020 Roadside Suspensions - alcohol related	15	0	15	2	1	7	53.3%
9910 0025 Roadside Suspensions - drug related	1	0	1	0	0	1	100.0%
9910 0030 Drivers License Suspensions - By Police	14	0	14	1	2	6	57.1%
	169	0	169	10	32	113	85.8%
Violation group - Traffic Offences - Other Criminal Code Traffic Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9320 0020 Operation while prohibited	1	0	1	0	1	0	100.0%
	1	0	1	0	1	0	100.0%

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Off-road Vehicle Collisions					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9940 0030 Off-Road Vehicle Collision - Property Damage	1	0	1	1	0	0	0.0%
	1	0	1	1	0	0	0.0%
Violation group - Traffic offences - Impaired Operation Related Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9230 0070 Operation while impaired (alcohol)/over 80mg% of Motor Vehicle	15	0	15	5	3	7	66.7%
9233 0010 Operation while impaired (alcohol and drug) / over 80mg% of a Motor Vehicle	1	0	1	0	1	0	100.0%
	16	0	16	5	4	7	68.8%
Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
9133 0030 No Pursuit Involved - Flight From Peace Officer	11	0	11	9	1	1	18.2%
	11	0	11	9	1	1	18.2%
Violation group - Provincial Statutes {except traffic}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	17	0	17	3	7	7	82.4%
7300 0010 Child, Youth and Family Services Act - Offences Only	1	0	1	1	0	0	0.0%
7300 0110 911 Act - Offences Only	11	1	10	5	0	7	70.0%
7300 0210 Family Violence Prevention / Protection Act – Offences Only	1	0	1	0	1	0	100.0%
8840 0281 Liquor Act (Provincial/Territorial) - Other Activities	2	0	2	1	0	0	0.0%
8840 0291 Child, Youth and Family Services Act - Other Activities	11	0	11	0	0	0	0.0%
8840 0297 Coroner's Act - Sudden Death/Other Activities	2	0	2	0	0	0	0.0%
8840 0306 Family Law Act – Other Activities	2	0	2	0	0	0	0.0%
8840 0311 Fire Prevention Act - Other Activities	2	0	2	0	0	0	0.0%
8840 0336 Mental Health Act - Other Activities	57	0	57	1	0	1	1.8%
8840 0341 911 Act - Other Activities	11	0	11	1	0	0	0.0%
	117	1	116	12	8	15	19.8%

Occurrence Stats (All Violations)

Violation group - Other Federal Statutes - Indian Act					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
6900 0380 Indian Act - Other Offences	4	0	4	0	0	4	100.0%
6900 0382 Indian Act - Band Bylaws	100	0	100	36	0	91	91.0%
8840 0196 Indian Act - Other Activities	3	0	3	3	0	0	0.0%
	107	0	107	39	0	95	88.8%
Violation group - Other Federal Statutes - Firearms Act					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
6550 0010 Firearms Act - Offences only	1	0	1	0	0	1	100.0%
	1	0	1	0	0	1	100.0%
Violation group - Other Criminal Code - Other Criminal Code					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3410 0050 Failure to comply with undertaking	4	0	4	2	1	1	50.0%
3410 0060 Failure to comply with order	20	1	19	7	7	4	57.9%
3410 0070 Failure to comply with appearance notice or summons	0	0	0	0	0	2	0.0%
3430 0010 Disturbing the peace/Causing a disturbance	22	0	22	18	1	5	27.3%
3470 0010 Resists/obstructs peace officer	3	0	3	0	3	0	100.0%
3480 0020 Being unlawfully at large	2	0	2	0	0	2	100.0%
3490 0010 Trespass at night	1	0	1	1	0	0	0.0%
3520 0010 Fail to comply probation order	6	0	6	2	4	0	66.7%
3540 0010 Uttering Threats Against Property or an Animal	4	0	4	1	2	1	75.0%
3830 0080 Conspire to commit indictable offence	1	0	1	1	0	0	0.0%
3890 0180 SOIRA - Fail to comply with Order/Obligation to register	4	0	4	1	1	2	75.0%
	67	1	66	33	19	17	54.5%
Violation group - Other Criminal Code - Offensive Weapons					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
3375 0015 Possession of weapon for dangerous purpose	3	0	3	2	1	0	33.3%
3375 0055 Unauthorized possession of a firearm/prohibited weapon or restricted weapon	1	0	1	1	0	0	0.0%
	4	0	4	3	1	0	25.0%

Occurrence Stats (All Violations)

Violation group - National Survey Codes					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	107	3	104	11	29	47	73.1%
8999 3064 Written Traffic Offence Warnings - Provincial/Territorial	61	0	61	0	1	59	98.4%
8999 3065 Victim Services Offered - Accepted	9	0	9	2	4	1	55.6%
8999 3066 Victim Services Offered - Declined	16	0	16	8	2	4	37.5%
8999 3069 Subject Behaviour / Officer Response Reporting	4	0	4	2	0	0	0.0%
8999 3071 Victim Services - Proactive Referral	25	0	25	5	5	3	32.0%
8999 3079 Naloxone - Dose Administered by Police to General public	1	0	1	0	0	0	0.0%
8999 3080 Fentanyl/synthetic opioids - suspected	2	0	2	1	0	0	0.0%
	225	3	222	29	41	114	69.8%

Violation group - FES - Other FES Statutes					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8840 0171 Family Orders & Agreements Enforcement Assistance Act - Other Activities	1	0	1	0	0	0	0.0%
	1	0	1	0	0	0	0.0%

Violation group - Drug Enforcement - Trafficking					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
4230 0010 Trafficking - Schedule I: Other	1	0	1	1	0	0	0.0%
4250 0010 Trafficking - Schedule I: Methamphetamine (Crystal Meth)	1	0	1	1	0	0	0.0%
	2	0	2	2	0	0	0.0%

Violation group - Drug Enforcement - Possession					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
4150 0010 Possession - Schedule I: Methamphetamine (Crystal Meth)	2	0	2	1	1	0	50.0%
4170 0020 Possession - Schedule I: Fentanyl (And Analogues)	1	0	1	1	0	0	0.0%
	3	0	3	2	1	0	33.3%



Occurrence Stats (All Violations)

Violation group - Drug Enforcement - Drug Enforcement Other					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8840 0001 Controlled Drugs & Substance Act - Other Activities	1	0	1	0	0	0	0.0%
	1	0	1	0	0	0	0.0%
Violation group - Crimes Against the Person - Sexual Offences					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	4	0	4	2	2	2	100.0%
1345 0010 Sexual Interference	1	0	1	1	0	0	0.0%
	5	0	5	3	2	2	80.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1610 0030 Robbery - other offences	1	0	1	0	1	0	100.0%
1620 0025 Sextortion	1	0	1	1	0	0	0.0%
1625 0010 Criminal Harassment	3	1	2	2	0	0	0.0%
1626 0040 Harassing communications	5	0	5	5	0	0	0.0%
1627 0010 Uttering threats against a person	32	0	32	20	10	3	40.6%
	42	1	41	28	11	3	34.1%
Violation group - Crimes Against the Person - Kidnapping/Hostage/Abduction					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1516 0010 Forcible confinement	2	0	2	1	1	0	50.0%
	2	0	2	1	1	0	50.0%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1410 0010 Aggravated Assault	2	0	2	0	2	0	100.0%
1420 0010 Assault With Weapon or Causing Bodily Harm	15	1	14	4	9	2	78.6%
1430 0010 Assault	40	4	36	12	12	11	63.9%
1450 0010 Discharge firearm with intent	2	1	1	1	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
1460 0010 Assault on Police Officer	2	0	2	0	2	0	100.0%
	61	6	55	17	25	13	69.1%
Violation group - Crimes Against Property - Theft under \$5000.00					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	15	3	12	11	1	0	8.3%
2142 0011 Theft under or equal to \$5000 From a motor vehicle	2	0	2	2	0	0	0.0%
2165 0020 Identity Theft	1	0	1	1	0	0	0.0%
	18	3	15	14	1	0	6.7%
Violation group - Crimes Against Property - Theft over \$5000.00					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2130 0005 Other theft over \$5000	2	0	2	2	0	0	0.0%
2135 0100 Theft of car	2	0	2	2	0	0	0.0%
2135 0101 Theft of truck	3	0	3	3	0	0	0.0%
2135 0103 Theft of sport utility vehicle (SUV)	1	0	1	1	0	0	0.0%
2135 0105 Theft of other motor vehicle	3	0	3	1	1	1	66.7%
2135 0106 Taking Motor Vehicle/Vessel without consent of owner	4	1	3	2	0	1	33.3%
	15	1	14	11	1	2	21.4%
Violation group - Crimes Against Property - Possession of Stolen Goods					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2153 0010 Possession of property obtained by crime over \$5000	6	1	5	4	1	0	20.0%
2156 0010 Possession of property obtained by crime less than or equal \$5000	1	0	1	1	0	0	0.0%
	7	1	6	5	1	0	16.7%
Violation group - Crimes Against Property - Mischief					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2170 0091 Mischief - damage to property (except motor vehicle) 430(3)&(4) CC	10	0	10	2	5	2	70.0%
2170 0095 Mischief to motor vehicle 430(3)&(4) CC	4	0	4	2	1	1	50.0%

Occurrence Stats (All Violations)

Violation group - Crimes Against Property - Mischief					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2170 0100 Mischief - Obstruct enjoyment of property	126	2	124	91	2	39	33.1%
	140	2	138	95	8	42	36.2%
Violation group - Crimes Against Property - Fraud					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2166 0010 Identity Fraud	3	0	3	1	2	0	66.7%
	3	0	3	1	2	0	66.7%
Violation group - Crimes Against Property - Break and Enter					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2120 0020 Break and Enter - Residence	6	2	4	2	0	2	50.0%
2120 0050 Being unlawfully in a dwelling house	4	0	4	2	1	1	50.0%
	10	2	8	4	1	3	50.0%
Violation group - Crimes Against Property - Arson (excluding offences related to death)					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
2110 0011 Arson - damage to property (except motor vehicle)	1	0	1	1	0	0	0.0%
2110 0015 Arson to motor vehicle	1	0	1	1	0	0	0.0%
	2	0	2	2	0	0	0.0%
Violation group - Common Police Activities - Related Police Activities					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8500 0110 Offender Management	4	0	4	3	0	0	0.0%
8550 0020 Abandoned Vehicles	9	0	9	1	0	0	0.0%
8550 0030 Suspicious Person/ Vehicle/ Property	24	0	24	0	0	0	0.0%
8550 0040 Animal Calls	5	0	5	1	0	0	0.0%
8550 0050 False Alarms	55	0	55	0	0	0	0.0%
8550 0060 Items Lost/Found - except passports	1	0	1	0	0	0	0.0%
8550 0080 Person Reported Missing	11	0	11	0	0	0	0.0%

Occurrence Stats (All Violations)

Violation group - Common Police Activities - Related Police Activities					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8550 0140 Breach of Peace	57	0	57	1	0	4	7.0%
	166	0	166	6	0	4	2.4%
Violation group - Common Police Activities - Assistance to General Public					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
8546 0010 Assist General Public	1	0	1	0	0	0	0.0%
8550 0190 Wellbeing Check	26	0	26	0	0	0	0.0%
	27	0	27	0	0	0	0.0%
Totals					Clearance		
	Reported	Unfounded	Actual	Not cleared	By Charge	Otherwise	Rate
	1230	21	1209	333	161	433	49.1%



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# Rationale

- Alberta, a major livestock producer in Canada, boasts the highest cattle population, accounting for 43.2% of Canada's total cattle inventory in 2023.
- Rising costs of traditional feed sources, such as grains and hay, pose a significant challenge to the profitability and sustainability of beef cattle operations.
- Forage cassava, is known for its high nutritional content, adaptability to marginal lands, and resilience to drought conditions, presents a compelling opportunity.
- Forage cassava offers higher dry matter (DM) content (approximately 92%) compared to traditional feed sources like alfalfa, barley, corn, oats, wheat grain, hay, and silage, which range between 30-91%.
- Its crude protein (CP) content of around 29% is comparable to that of canola, soybean meal, and field peas (25-53%) and surpasses the CP content of wheat, barley, corn, alfalfa, and other grasses, which range from 0-20%.
- Supplementing livestock diets with forage cassava has been shown to improve feed intake, enhance rumen ecology, and increase the digestibility of DM, organic matter (OM), and CP in ruminants, all without posing health risks.
- Cassava leaves have been successfully used in other countries to replace maize in poultry feed and have shown the potential to replace other by-product feed ingredients like cottonseed cake.
- Research has shown that substituting a portion of the diet with cassava can decrease methane emissions. Lower fiber content means less fermentation time, which can reduce methane production. Additionally, high starch content can lead to different fermentation pathways that produce less methane compared to fibrous feeds.

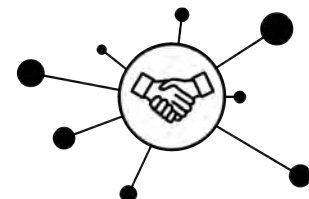
## Partnership in R & D



STEP

St. Paul / Elk Point  
Economic Development Alliance

## ENTREPRENEURS /CROP & BEEF PRODUCERS



Mosh Louisa Biasa Hevi – Entrepreneur

# Objectives

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- **Introduce** at least two forage cassava varieties to Alberta
- **Establish** capacity for in-vitro micropropagation of forage cassava varieties
- **Study** the growing conditions of forage cassava in both greenhouse and outdoor settings
- **Evaluate** potential for large scale planting, harvesting, and processing of cassava fodder
- **Determine** cassava production costs and cost of gain for livestock supplemented with cassava
- **Study** the effects of forage cassava on livestock methane emissions
- **Commercialize** forage cassava production as an alternative protein source

## How to Get Involved

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- **Producers** – crop trials and feed trials
- **Research and Development** – investment and collaboration
- **Manufacturing** – planting and harvesting processes and equipment
- **Business** – commercialization and market opportunities
- **Agricultural Service Boards / Municipalities** – support excellence in research and development to highlight the region as an agricultural hub

### Contact:

Linda Sallstrom: [lsallstrom@stepeconomicdevelopment.ca](mailto:lsallstrom@stepeconomicdevelopment.ca)

Mosh Louisa Hevi: [moshdzidzeme@gmail.com](mailto:moshdzidzeme@gmail.com)

Learn more about the STEP Region and the County of St. Paul.

Contact: Linda Sallstrom: [lsallstrom@stepeconomicdevelopment.ca](mailto:lsallstrom@stepeconomicdevelopment.ca)

STEP (Economic Development Alliance):

+1-780-646-3301 ext. 1218 (office) / +1-780-646-2935 (cell)



STEP

St. Paul / Elk Point  
Economic Development Alliance

May 20, 2025

**RE: Letter of Support for the Cassava Animal Feed Project**

To Whom It May Concern:

On behalf of the County of Vermilion River, I am writing to express our support for the Cassava Animal Feed Project and the team's application to the Alberta Innovate Agri-Food Innovation Intake funding opportunity.

Driven by the need for sustainable and cost-effective feed solutions for Canadian beef cattle, the project focuses on forage cassava. This crop offers high nutritional value, adaptability to diverse growing conditions, and the potential to boost livestock production. Additionally, the introduction of cassava could increase feed security and expand crop rotation and diversification.

This collaborative project is driven by a multi-disciplinary team with members from Lakeland College, InnoTech Alberta, Lakeland Agricultural Research Association, STEP Economic Development Alliance, and the business community. Lakeland College includes campuses in Vermilion and Lloydminster, which are both adjacent to the County of Vermilion River.

This project demonstrates agricultural leadership, innovation, and co-operation at work in our region, and we are pleased to support the project and the associated funding application.

Sincerely,

Reeve Marty Baker  
County of Vermilion River



# REQUEST FOR APPOINTMENT

REGULAR COUNCIL MEETING OR  
POLICY & PRIORITIES COMMITTEE MEETING

## CONTACT DETAILS

<b>Date of Request:</b>	April 2, 2025
<b>Name:</b>	Linda Sallstrom
<b>Phone Number:</b>	
<b>Email Address:</b>	

Have you attended a Council Meeting in the past year?

No

If yes, please specify the date and subject matter:

## PRESENTATION DETAILS

<b>Department:</b>	Council/Ag Svc Board
<b>Subject:</b>	Request for Support – Cassava Animal Feed Project
<b>Presentation Description &amp; Purpose:</b>	STEP (St. Paul Elk Point) Economic Development is working with Lakeland College, InnoTech Alberta, Lakeland Agricultural Research Association (LARA) and entrepreneur Mosh Louisa Biasa Hevi on a Cassava Animal Feed Project. We are looking for regional support for a gran application by Lakeland College. Lakeland is requesting the support of the CVR due to its proximity and existing collaboration/relationship.
<b>Attachments:</b>	<ul style="list-style-type: none"> <li>•Cassava Feed Animal Feed Project Profile</li> <li>•Draft Letter of Support</li> </ul>

**Please Note:** Any information that will be presented to Council must be attached to this form. If you have prepared a slideshow, please email it to [shodgesmarlowe@county24.com](mailto:shodgesmarlowe@county24.com). All requests for appointments must be received no later than one week prior to the Council Meeting date. Please visit our website [www.vermilion-river.com](http://www.vermilion-river.com) for upcoming meetings dates.

**COMMITTEE MEETING DATE: 2025-05-20**

## **BRIEFING NOTE - TO COMMITTEE**

### **SUBJECT**

POST PUBLIC HEARING REPORT FOR THE MUNICIPAL DEVELOPMENT PLAN (BYLAW 25-06) AND LAND USE BYLAW (BYLAW 25-05) – FOR INFORMATION

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee receive the post public hearing report for the Municipal Development Plan (Bylaw 25-06) and Land Use Bylaw (Bylaw 25-05), prepared by Municipal Planning Services (2009) Ltd. as information.

### **DETAILS**

**Background:** The report provided is a follow-up to the Public Hearings held on April 22, 2025, that pertain to the Municipal Development Plan (Bylaw 25-06) and Land Use Bylaw (Bylaw 25-05). The Public Hearings were held to hear any person, group of people, or person representing them who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by Council. This information will form part of the public record for each bylaw.

**Discussion:** The post public hearing response is provided for those questions that relate to the bylaws as identified in the *Municipal Government Act* (MGA) section 216.4(1)(4). The following are those out-of-scope concerns and issues that do not affect the Municipal Development Plan (Bylaw 25-06) and Land Use Bylaw (Bylaw 25-05):

<b>OUT-OF-SCOPE CONCERN</b>	<b>RESPONSE</b>
Too much government control and involvement, the County residents value freedom and self-governance, the community should govern itself.	<ul style="list-style-type: none"> <li>• The <i>Municipal Government Act</i> (MGA) establishes governance and regulations for a Municipal District</li> </ul>
The County needs better enforcement before they make more rules	<ul style="list-style-type: none"> <li>• Change of service level</li> </ul>
Influence of communitarian law, the County is being influenced by national and	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

international bodies, affiliation with UN21, the document has fingerprints of globalism	
Rules within the bylaws are against the Constitution	<ul style="list-style-type: none"> <li>• Clarification was not provided on what part of the Canadian Constitution was breached. The System of Government or the Civil and Human Rights sections?</li> </ul>
MPS is an outside body that has an underlying agenda	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
How much did this bylaw cost the ratepayers	<ul style="list-style-type: none"> <li>• Cost to Provincial ratepayer based on Provincial budget and grant funding <b>\$1.338<sup>6</sup></b></li> <li>• Budget for this project: Initial Project Cost: <b>\$68,660.00</b> Change Orders: <b>\$16,925.95</b> Total Cost of Project to Date: <b>\$85,586.00</b> Total *MSI/LGFF Funding: <b>100%</b></li> </ul> <p><i>*Municipal Sustainability Initiative (MSI)</i>  <i>*Local Government Fiscal Framework (LGFF)</i>  <i>*any additional costs will require a change of scope</i></p>
Is the Provincial Government involved in these documents	<ul style="list-style-type: none"> <li>• The <i>Municipal Government Act</i> (MGA) provides direction to municipalities regarding the creation of bylaws</li> </ul>
Was MPS chosen through an RFP and how many submissions were there	<ul style="list-style-type: none"> <li>• A Request for Quote (RFQ) was used for the selection of a consultant as per the County's Policy AD 004 – Purchasing Policy</li> <li>• A minimum of two (2) quotes must be obtained for an RFQ</li> </ul>

#### Relevant Policy/Legislation Practices:

*Municipal Government Act*

Municipal Development Plan (Bylaw 19-03)

Land Use Bylaw (Bylaw 19-02)

Purchasing Policy (Policy AD 004)

**Desired Outcome (s):** THAT the County of Vermilion River Policy and Priorities Committee receive the post public hearing report for the Municipal Development Plan (Bylaw 25-06) and Land Use Bylaw (Bylaw 25-05), prepared by Municipal Planning Services (2009) Ltd., as information.

**Response Options:** THAT the County of Vermilion River Planning and Priorities Committee receive the post public hearing report for the Municipal Development Plan (Bylaw 25-06) and Land Use Bylaw (Bylaw 25-05), prepared by Municipal Planning Services (2009) Ltd, as information.

## IMPLICATIONS OF RECOMMENDATION

**Organizational:** Administration to keep record of matters relating to the draft Municipal Development Plan and Land Use Bylaw

**Financial:** Cost of consultant and public engagement

**Communication Required:** County, Administration, Public

**Implementation:** As information

## ATTACHMENTS

1. Post Public Hearing Report

**PREPARED BY:** Director of Planning & Community Services

**DATE:**2025-05-12

# County of Vermilion River Municipal Development Plan and Land Use Bylaw Project

Post-Public Hearing Report | May 2025

The following is a summary of submissions and testimony provided at the public hearings for *Bylaw # 25-05 - the County of Vermilion Land Use Bylaw (LUB)*, and *Bylaw 20-06, the County of Vermilion Municipal Development Plan (MDP)*.

Comments have been grouped by theme and lightly edited for clarity, brevity, and relevancy to the proposed Bylaws. Where specific provisions or LUB sections were referenced, these references are also included in the report to assist Council in their further deliberations regarding these matters.

An amending motion will be provided at a regular council meeting following the public open house scheduled for June 11, 2025 based on Council direction and feedback.

Summary of Public Hearing Testimony on Bylaw 25-05 - Land Use Bylaw:

Topic	Location	Feedback	Response/Recommendation
Notification		<ul style="list-style-type: none"> <li>Proper notification procedures were not followed. Posts were made to the County Facebook with little engagement from the community.</li> </ul>	<ul style="list-style-type: none"> <li>This statement does not accurately reflect the engagement program undertaken by the County relating to these bylaws. The public engagement program undertaken of the bylaws met and exceeded the requirements in <i>the Municipal Government Act (MGA)</i> for a MDP and LUB review.</li> <li>A summary of the notification and engagement done with the community was included in the planner's report provided at the public hearing. A summary of the public engagement program is also included as <b>Schedule A</b> to this report.</li> </ul>
Language, clarity, and purpose	Throughout	<ul style="list-style-type: none"> <li>The Land Use Bylaw should be written in plainer language to make it easier to understand.</li> <li>Concern as to why a Land Use Bylaw is needed in the first place.</li> <li>Some County residents raised concerns and/or expressed frustration regarding provisions/requirements in the Municipal Government Act, rather than the draft Land Use Bylaw</li> </ul>	<ul style="list-style-type: none"> <li>All municipalities in Alberta are required to have a LUB. All LUBs must address the subject matter identified in s. 640 of <i>the MGA</i></li> <li>Land Use Bylaws are regulatory documents that must identify the many different processes and requirements for subdivision, development, enforcement, and appeals identified in <i>the MGA</i>.</li> <li>It is acknowledged that Land Use Bylaws are long and complicated bylaws. They are the longest and most complicated bylaw most municipalities will adopt. The County's current, approved LUB is 553 pg and includes approximately 12 LUB amendments. The current LUB is very long and difficult to use and consistently interpret bylaw.</li> <li>One of the objectives of this LUB review was to simplify the LUB and reduce the repetition and redundancy in the document. The proposed LUB is less than half the length of the existing approved LUB (226 pages), it reduces the number of districts from 24 to 19, even with the inclusion of the Hamlet of Dewberry Districts.</li> <li>In the draft LUB there is a significant reduction in redundancy, duplication and contradictory regulations that currently exist in the County's approved LUB.</li> <li>The LUB is a quasi-legal document that must be written to provide specific guidance for prospective development proponents and approving authorities. Where possible, the</li> </ul>

			<p>document has been written in plain language to be more readable and to provide clarity. Where “plain language” would negatively impact the defensibility of the bylaw, the bylaw includes greater detail and “quasi-judicial language” to enable cost-effective and consistent interpretation and enforcement.</p> <ul style="list-style-type: none"> <li>• It is because LUB's are complicated bylaws that municipalities have a planning and development department to assist County residents and prospective development proponents to understand procedural requirements and interpret relevant Land Use Bylaw provisions.</li> <li>◆ The subdivision and development processes in Alberta are complex processes and require considerable care and professional judgment to assess and evaluate the merits of new applications and proposals and ensure compliance with municipal governance documents (plans, and policies) and bylaws.</li> </ul>
Discretion of the Development Authority	Throughout	<ul style="list-style-type: none"> <li>• Some parts of the Land Use Bylaw are too vague and allow for the discretion of the Development Authority.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft Land Use Bylaw enables the Development Authority to use its discretion in determining site suitability, variance requests, etc., because the Land Use Bylaw cannot anticipate every possible development scenario and the site conditions on different parcels of land in the County are not the same. By enabling the Development Authority to use their discretion, they can best facilitate fair and equitable development decisions that factor in site conditions and the potential impacts of proposed development on municipal infrastructure and adjacent landowners.</li> <li>• Of note, <b>Current LUB:</b> The current LUB uses “at the discretion of” 136 times.</li> <li>◆ <b>Proposed LUB:</b> The proposed LUB uses “at the discretion of” 65 times.</li> </ul>
	Throughout	<ul style="list-style-type: none"> <li>• Clearer colour schemes for easy viewing.</li> <li>• Typos should be corrected (specific information not provided)</li> <li>• Consistency in language.</li> <li>• Wording needs to be simplified.</li> <li>• At the discretion of the development authority should be used way less often.</li> </ul>	<p>The map colours in the LUB and MDP were difficult to interpret. The County's GIS department has been directed to make this change and the maps were updated before the public hearing to improve the colour scheme.</p> <p>Administration and the planning consultants agreed that there was a lack of consistency in the language in the LUB. This was a carryover from the current approved LUB. Before first reading the LUB was further revised to address this issue. The LBU could be reviewed and additional time to ensure all required changes have been made.</p>
	Guide to Using the Land Use Bylaw	<ul style="list-style-type: none"> <li>• This page should be removed entirely. Having a guide shows that the document is confusing.</li> </ul>	<p><b>Current LUB:</b> This guide exists in the current LUB and uses Locate, Check, Definitions, Review, and Discuss for the steps.</p> <p><b>Proposed LUB:</b> This guide is similar to the guide in the current LUB and uses Locate, Check, Review and Discuss.</p>

			<ul style="list-style-type: none"> <li>It is common practice for a guide to be provided at the beginning of Land Use Bylaws to assist readers in understanding that LUB's are complex and that regulations from more than one section may apply to their project, depending on what is being proposed. The purpose of the "guide" is to encourage people considering development to reach out to County administration when they begin their project planning to receive guidance on the process and help avoid problems which may result in additional project costs or delays.</li> </ul>
	2.5 Definitions	<p>Concerns were identified with the following LUB definitions:</p> <ul style="list-style-type: none"> <li>Community Garden definition</li> <li>Farmstead definition – why are farmsteads discretionary</li> <li>Rural residential? Ag residential? Country Residential?</li> <li>Horticultural Development – why would this be discretionary?</li> <li>Horticulture – is this only for commercial purposes?</li> <li>The definition for Agricultural Operation should not refer you to another document it should be listed in this document.</li> <li>Household – definition is archaic and should be revised.</li> </ul>	<p><b>Community Garden</b>  "Community Garden" refers to crop cultivation and gardens for community use. This use class does not include personal or family gardens on private land. <b>The County does not regulate the development or use of gardens on private land for household consumption or gardens associated with any aspect of extensive agriculture.</b></p> <p>Community gardens, as a distinct use class (separate from agricultural uses), is already defined in the County's current, approved LUB. This definition was not revised in the draft LUB. The only change that was made is that in the current, approved LUB, Community gardens are NOT allowed in any district. In the proposed draft LUB community gardens are identified as a permitted use in the CR-M District, R District, and R1 District.</p> <p><b>Current LUB:</b> The definition of Community Garden "Means Property or Premises either public or private that are used for crop Cultivation by individuals or collectively and may be divided into multiple plots.". Community Gardens have provisions in the general provisions section under Other Uses in Residential Districts. These provisions are the same as the special provisions in the proposed LUB. Community Gardens are not listed as a permitted or discretionary use in any district.</p> <p><b>Proposed LUB:</b> The definition of Community Garden "Means Property or premises either public or private that are used for crop cultivation by individuals or collectively and may be divided into multiple plots.". Community Gardens have a special provisions section that includes the same information as the current LUB. Community Gardens are a discretionary use in the CR-M District, R District, and R1 District.</p> <p><b>Farmstead</b></p> <ul style="list-style-type: none"> <li>Farmsteads should not be discretionary in the AG District. This is an error that should be corrected. The term "Farmstead" has been simplified and replaced with the dwelling type definitions. This is because the only part of a farmstead that is regulated by the County is the dwelling. Any building or use of land <b>associated with an extensive agricultural use does not require a development permit</b> (garden, chicken coop, well house, etc.).</li> <li>Single-detached dwellings are permitted uses in the Agricultural District, this term is intended to replace farmstead. The insertion of "single detached dwelling" occurred but the deletion of the similar use "farmstead" was missed.</li> </ul>

**Recommendation: That farmsteads be removed as a use in the Agricultural District.**

**Rural Residential vs. Country Residential**

There continues to be confusion regarding the term “rural residential” and the term “country residential”. The term rural residential has been added to the County’s MDP and LUB because in the current MDP and LUB “country residential” refers to both a use class and some specific land use districts. This was creating confusion.

To provide greater clarification, the term “rural residential” was added.

*Rural Residential* in the draft MDP and LUB refers to the use of small parcels of land in the Agricultural Area for unserviced rural residential use. An example is: an acreage parcel within a larger agricultural quarter section.

“Country Residential” in the draft MDP and LUB now means a specific land use district that is intended to facilitate multi-lot subdivision for unserviced residential lots in the Agricultural area.

**Horticultural Development**

The definition of horticultural development was revised and simplified in the draft LUB. If the proposed revision is problematic for the community, additionally, in the draft LUB, Horticultural development is in a greater number of commercial districts to support small-scale agricultural developments in locations where an increase in traffic or other offsite impacts would not significantly impact the use and enjoyment of higher-density adjacent residential properties.

**Current LUB:** Horticultural Development “Means the intensive growing of specialized crops, either enclosed or not, and without restricting the generality of the above, may include: Greenhouses; Nurseries; Tree farms; Market gardens; and Other Similar Uses. Horticultural Development does not include a Licensed Cannabis Production Facility.” Horticultural Development is a discretionary use in the CR-A District, CR-M District, CR-S District, and the Residential District. Horticultural Development is not permitted or discretionary in the A District.

**Proposed LUB:** Horticulture “Means the small-scale cultivation of fruits, vegetables, flowers, and other plants, including small orchards for commercial purposes.” Horticulture is a discretionary use in the A District, HD District, M2 District, and UG District.

- Horticulture development looks at the small-scale cultivation of plants for commercial purposes. The commercial use of land where visitors may be on site or where there may be off-site impacts is often left to the discretion of the Development Authority.



			<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. Council may wish to consider keeping the definition of “Horticulture Development” that is in the approved LUB.</li> <li>2. Council may wish to consider including “Horticulture Development” as a discretionary use in the Country Residential District. Note: making this change may result in significant increases in traffic in some Country Residential areas.</li> </ol> <p><b>Household</b> Comment is supported by the County’s planner. This definition is a carry forward from the current approved LUB, it was not identified during the review but should have been.</p>
	3 Authorities	<ul style="list-style-type: none"> <li>• Why does the Development Authority Officer have so much responsibility and power?</li> <li>• Questions about who the “Development Authority” will be. What the Municipal Act states this position(s) could be three or more people?</li> </ul>	<ul style="list-style-type: none"> <li>• The draft Land Use Bylaw enables the Development Authority to use their discretion in determining site suitability, variance requests, etc. because the Land Use Bylaw cannot anticipate every possible development scenario. By enabling the Development Authority to use their discretion, they are able to help facilitate development in the County.</li> <li>• As per the <i>Municipal Government Act</i> s.623(b) a council must, by bylaw, provide for, subject to section 641m a development authority to exercise development powers and perform duties on behalf of the municipality. An option for Subdivision and Development Authority were discussed with council of a Municipal Planning Commission (MPC) or Council being the Subdivision and Development Authority and direction from Council on this project has been to reduce red tape and shorten timelines. Requiring development permit decisions to be made by an MPC can increase timelines and can increase red tape in the development process.</li> <li>• The Development Authority is appointed by Council through a Development Authority Bylaw. The current DA Bylaw states that the Development Authority shall be one (1) person appointed by resolution of Council. The current Development Officer is the Director of Planning &amp; Community Services.</li> </ul>
	4 Amendments to the Land Use Bylaw	<ul style="list-style-type: none"> <li>• Anyone can apply for an amendment, but must cover all costs?</li> </ul>	<p><b>Current LUB:</b> The current LUB establishes that the cost for a LUB amendment on the applicant. “An applicant proposing to amend this Bylaw for the purpose of clarification of an existing provision must provide the following information: pay the County of Vermilion River an application and advertising fee as set by Council.”</p> <p><b>Proposed LUB: There is no change proposed in the draft LUB.</b> “An applicant proposing to amend this Bylaw for the purpose of clarification of an existing provision must provide the following information: a. Pay the County of Vermilion River an application fee;”</p> <p>Requiring a development proponent to be responsible for the costs associated with an amendment is a best practice which is has been determined to be reasonable and common practice in many municipalities in Alberta.</p>
	5 Development	<ul style="list-style-type: none"> <li>• What is the difference between this section and</li> </ul>	

		“Special Provisions” section?	<ul style="list-style-type: none"> <li>• The Section 5 - Development establishes the process, procedures and application requirements for all development permit applications. Section 10 - Special provisions section of the Land Use Bylaw establishes additional regulations that apply to specific use classes that are listed as permitted or discretionary uses within the Land Use Districts.</li> </ul>
	5.2 Development Not Requiring a Permit	<ul style="list-style-type: none"> <li>• 5.2.1(h) development permits should not be required for any temporary buildings.</li> </ul>	<p>Development permits are currently required for many types of temporary buildings in the County. No change has been proposed in the draft LUB. See below:</p> <p><b>Current LUB:</b> The current LUB exempts “a Building or structure with a gross Floor Area of under 13.5 square metres (145 sq. ft.) which is not on a permanent foundation” from requiring a development permit.</p> <p><b>Proposed LUB:</b> The proposed LUB exempts “A Building or structure with a gross floor area of under 13.5 m2 (145.0 ft.2) which is not on a permanent foundation” from requiring a development permit.</p> <p>However, there was a change made that relates to subsection 5.4.1(i) in the approved LUB. This regulation stated that a development permit is not required for any development with a total value under \$3,500.00, including the nominal value of the labour (if the proposed development complies with all other relevant provisions in the LUB (setbacks, building height, lot coverage etc.)).</p> <p>Council may wish to consider reinserting this regulation into the draft LUB.</p>
	5.8 Decision on Development Permit Applications	<ul style="list-style-type: none"> <li>• Comment made was “Contradicting?”. No further details provided</li> </ul>	<p><b>Current LUB:</b> 2.5(1) provides direction to the Development Officer (Development Authority Officer) on what Applications are to be approved by the Development Officer and Council.</p> <p><b>Proposed LUB:</b> 5.8 provides direction to the Development Officer (Development Authority Officer) on what Applications are to be approved by the Development Officer and Council.</p> <ul style="list-style-type: none"> <li>- Development officer can consider and provide a decision on application that <u>are not</u> in a Direct Control District (DC).</li> <li>- Council can decide on an application in the Direct Control (DC) district or defer/direct to the Development Officer to make the decision.</li> </ul>
	9.12 Fences, Walls, and Hedges	<ul style="list-style-type: none"> <li>• Barb wire fences should be permitted along boundary lines and for livestock in the Agricultural District without a Development Permit.</li> </ul>	<p>Development permits are not required for barb wire fences in the Ag District in the current or draft LUB . Rather, all razor wire fences require a development permit due to the sensitive nature of the material. See below</p> <p><b>Current LUB:</b> The current LUB requires development permits for <u>razor wire</u> fences “An approved Development Permit shall always be necessary before razor wire can be used as a fencing material”.</p>

			<b>Proposed LUB:</b> The proposed LUB requires development permits for <u>razor wire</u> fences “An approved Development Permit shall always be necessary before razor wire is used as a Fencing material”.
	9.15 Objects Prohibited or Restricted in Yards	<ul style="list-style-type: none"> <li>9.15.1-9.15.7 calls out trucks and sea cans “eyesores”, and propane tanks need permits too.</li> </ul>	<p><b>Current LUB:</b> 4.11 The Objects Prohibited or Restricted in Yards section is the same as in the proposed LUB.</p> <p><b>Proposed LUB:</b> 9.15 Objects Prohibited or Restricted in Yards section is the same as the current LUB.</p> <ul style="list-style-type: none"> <li>9.15.1 restricts dismantled or wrecked vehicles in residential districts; it does not restrict trucks. During construction, materials can be stored so long as safety measures are taken. There is not a restriction on sea cans in this section.</li> <li>9.15.6 and 9.15.7 restrict propane tanks only in residential districts that are not the country residential district. These regulations do not apply to the Agricultural District.</li> </ul>
	10.5 Alternative Energy Systems, Individual	<ul style="list-style-type: none"> <li>Windmills must be painted the same colours as the surrounding building ? Can’t have your name on it?</li> <li>10.5.32 demands big plans for creek power, landowners just want to run a few lights in a chicken coop or power a small shop with the natural resources already on our land.</li> </ul>	<p>In the draft LUB, both commercial and Individual Alternate Energy Systems are required to adhere to the appearance requirements to minimize negative impacts on adjacent properties and help ensure that these taller developments provide as minimal visual intrusion on neighbours as possible. In the current LUB, individual alternative energy systems do not have to blend in with the surrounding areas and may have a bigger negative visual impact on neighbours.</p> <p><b>Current LUB: See (5.3 Alternative Energy Systems)</b> The current LUB restricts colouring and logos for Large WECS “Unless otherwise required by the Development Authority, a WECS shall be finished in a nonreflective matte and in a colour which minimizes the obtrusive impact of a WECS to the sole requirements of the Development Authority. No lettering, advertising or other symbol shall appear on the towers or Blades. On other parts of the WECS, the only lettering or symbol allowed will be the manufacturer’s and/or Owner’s 6.0 Land Use Districts Regulations 5.3 Alternative Energy Systems County of Vermilion River 206 Land Use Bylaw 19–02 identification or symbol and then, only upon the approval of and at the sole discretion of the Development Authority.” And does not restrict colouring and logos for Small WECS.</p> <p>The current LUB requires the following for an AES application “The manufacturers specifications indicating; 1. the system’s rated output in kilowatts, 2. safety features and sound characteristics, 3. type of material used in tower, Blade, and/or rotor Construction, 4. CSA or ULC approval, if applicable.</p> <p>Potential for electromagnetic interference;</p> <p>Nature and function of over-speed controls which are provided; Specifications on the foundation and/or anchor design, including location and anchoring of any guy wires;</p> <p>Information demonstrating that the system will be used primarily to reduce on-site consumption of non-renewable energy sources such as electricity; natural gas, propane, or similar;</p>

			<p>A Site plan indication the location of existing Buildings, improvements, Roads, Lanes, and Public Utilities both on the applicant's Property and all adjacent properties.”</p> <p><b>Proposed LUB: (10.4 Alternative Energy Systems, Commercial &amp; )</b> The proposed LUB restricts colouring and logos for <u>individual and commercial WECS</u>. “The tower and supporting structures shall be painted or coated in tones and / or colors matching the existing tones and/or colors of the Principal Building that are non-reflective and non-glossy. Brand names or advertising associated with the system or the system’s installation shall not be visible from any public place.”</p> <p>The proposed LUB requires the following for an AES application: “Documentation demonstrating that the system is designed to produce energy primarily for the sole use and consumption on-site by the landowner, resident, Occupant, or business;</p> <p>An accurate Site plan showing and labelling: i. The location of the proposed system on the property, ii. The location of the proposed system in relation to any other Buildings or structures on the property, iii. The location of the existing or proposed access, iv. Detailed information on the type of facility, structure, or system, v. The energy process involved, vi. The manufacturer’s specifications, indicating (if applicable): A. The rated output in megawatts or gigajoules, B. The safety features, and C. The sound characteristics;</p> <p>Information on public safety regarding such aspects as fire hazards, chemicals used, storage of hazardous materials, exposure to corrosive and/or hazardous fumes;</p> <p>Information or verification of: i. The volume of water, if required, ii. The source of the water, if required, iii. The reclamation process of any water utilized by the system, iv. The stormwater management system, if required, and v. The method of disposal of any waste material generated by the system.”</p> <ul style="list-style-type: none"> <li>• These requirements do not apply to micro wind energy conversion systems.</li> <li>• Due to the size and impact on adjacent properties, Individual WECS are required to match the surrounding buildings to reduce their off-site impacts.</li> <li>• The Land Use Bylaw does not allow for branding or signage on Individual WECS as the intention is for these developments to blend in as much as possible.</li> <li>• The requirements of Section 10.5.32 requires applicants to provide information regarding the alternative energy system they are looking to build in order for the development officer to determine if it is a suitable location for the proposed development, if the development will be up to safety standards, and that there will not be unnecessary off-site impacts.</li> </ul>
	10.6 Apiaries	<ul style="list-style-type: none"> <li>• Beehives must be registered?</li> <li>• The Alberta Bee Act already covers registration, health, and hive managements. This</li> </ul>	<ul style="list-style-type: none"> <li>• As per the Bee Act, RSA, 2000, cB-2, all beehives are required to be registered with the Province.</li> </ul> <p><b>Current LUB:</b> The beekeeping section of the current LUB in the Other Uses in Residential Districts section includes all of the information from the proposed LUB Apiaries section with</p>

		is an added layer of bureaucracy that creates more hurdles for small producers.	2 additional regulations. One to require a sign displaying that there is an apiary and the other discusses requests for comments from Government. <b>Proposed LUB:</b> The Apiaries section of the proposed LUB includes the same regulations as the current LUB with 2 regulations removed.
	10.17 Diversified Agriculture and Value Added Agriculture	<ul style="list-style-type: none"> <li>10.17 says that teaching folks or selling what we grow needs permits. This adds more red tape.</li> </ul>	<ul style="list-style-type: none"> <li><i>Diversified Agriculture</i> and <i>Value Added Agriculture</i> refer to commercial agricultural development that bring additional traffic or impacts to the parcel and includes commercial uses.</li> <li><i>These uses, when intensive, can have significant impacts on neighbouring properties and County road infrastructure.</i></li> </ul> <p><b>Current LUB:</b> Diversified Agriculture and Value-Added Agriculture are not addressed in the current LUB.</p> <p><b>Proposed LUB:</b> The proposed LUB adds the uses for Diversified Agriculture and Value-Added Agriculture.</p>
	10.19 Home Occupations	<ul style="list-style-type: none"> <li>Change to Home Based Business</li> <li>Where are the definitions for “minor” and “major” home occupations</li> </ul>	<ul style="list-style-type: none"> <li>In the current draft of the Land Use Bylaw, the definitions for minor home occupation and major home occupation are found in the home occupations special provisions section rather than in the definitions section. This is a bit confusing and could be adjusted.</li> </ul> <p><b>Current LUB:</b> The current LUB uses “Home Occupations”. The current LUB defines major and minor home occupations in the definitions section.</p> <p><b>Proposed LUB:</b> The proposed LUB uses “Home Occupations”. The proposed LUB defines major and minor home occupations in the special provisions.</p>
	10.20 Industrial Development	<ul style="list-style-type: none"> <li>10.20.3 A Development Permit for an Industrial Use in the Agricultural (A) District may only be issued if, in the opinion of the Development Officer, the applicant can satisfy the Development Officer with respect to any concerns about: <ul style="list-style-type: none"> <li>A. The type and level of exhaust that may be emitted into the atmosphere by the proposed Development:</li> </ul> </li> <li>Federal Gov.</li> <li>Health Authority</li> </ul>	<ul style="list-style-type: none"> <li>Industrial development carries off-site impacts. In order for the County to manage these off-site impacts (noise, dust, odour, contamination, impacts to road infrastructure), developers need to provide information on their mitigation. If this information is not provided the Development Officer cannot determine if the site is suitable for the proposed development or what design mitigations must be applied to minimize off site impacts on neighbouring properties.</li> </ul> <p><b>Current LUB:</b> The current LUB requires that type and level of emissions for Industrial Development be considered by the development authority under the Other Uses within the Agricultural District regulations. “the type and level of emissions that may be emitted into the atmosphere by the proposed Development;”</p> <p><b>Proposed LUB:</b> The proposed LUB required that type and level of exhaust by Industrial Development be considered by the development authority in the Agricultural District under the Industrial Development special provisions. “The type and level of exhaust that may be emitted into the atmosphere by the proposed Development”.</p>

		<ul style="list-style-type: none"> <li>• Development authority discretion</li> </ul>	
	10.28 Pet Keeping and Animal Breeding and/or Boarding Facilities	<ul style="list-style-type: none"> <li>• 4 dogs</li> </ul>	<ul style="list-style-type: none"> <li>• The keeping on more than 4 dogs on any lot, whether the dogs are being bred or boarded, shall be allowed where animal breeding and/or boarding facilities are listed as a discretionary use.</li> <li>• The Agricultural District includes animal breeding and/or boarding establishments as a discretionary use.</li> </ul> <p><b>Current LUB (5.18 Pet Keeping and Animal Breeding and/or Boarding Facilities):</b> The Pet Keeping and Animal Breeding and/or Boarding Facilities special provisions is the same as in the proposed LUB. Currently more than 4 dogs on a lot in relation to a breeding/boarding facility. Animal Breeding and/or Boarding is a discretionary use in the A district.</p> <p><b>Proposed LUB:</b> The Pet Keeping and Animal Breeding and/or Boarding Facilities special provisions is the same as in the current LUB. More than 4 dogs on a lot in relation to a breeding/boarding facility. Animal Breeding and/or Boarding is a discretionary use in the A district.</p>
	10.36 Sea Cans and Shipping Containers	<ul style="list-style-type: none"> <li>• More than 2 need to be permitted</li> <li>• With theft, this is a concern</li> <li>• Would like the same privileges as a grain bin</li> <li>• Painted certain colours?</li> </ul>	<ul style="list-style-type: none"> <li>• The regulations pertaining to sea cans in the draft LUB are the same as in the current, approved LUB.</li> <li>• In both the current, approved LUB and the draft LUB to keep more than 2 sea cans on a property in the AG District requires a development permit. The first 2 sea cans may be placed on a lot without a permit (in the AG District)</li> <li>• Additionally, in both the current and draft LUB, sea cans within all districts except the AG District are required to be consistent with the finish of the primary building.</li> </ul> <p><b>Current LUB (5.24 Sea Cans and Shipping Containers):</b> The current LUB restricts the number of sea cans to 2 without a development permit in the A district. “Notwithstanding any other provision in this Bylaw, on Lots or Parcels larger than 2.0 ha (5.0 ac) in area within the Agricultural (A) District a maximum of two (2) Sea Cans or Shipping Containers may be placed on a Lot or Parcel without requiring a Development Permit to be issued. Additional Sea Cans or Shipping Containers in excess of two (2) shall require a Development Permit to be issued.”</p> <p><b>Proposed LUB (10.36 Sea Cans and Shipping Containers):</b> The proposed LUB restricts the number of sea cans to 2 without a development permit in the A district. “Notwithstanding any other provision in this Bylaw, on Lots or Parcels larger than 2.0 ha (5.0 ac) in area within the Agricultural (A) District a maximum of two (2) Sea Cans or Shipping Containers may be placed on a Lot or Parcel without requiring a Development Permit to be issued. a. Additional Sea Cans or Shipping Containers in excess of two (2) shall require a Development Permit to be issued.”</p>
	10.39-10.43 Suites	<ul style="list-style-type: none"> <li>• These sections treat a trailer for our parents or</li> </ul>	<ul style="list-style-type: none"> <li>• The wording in the current, approved LUB is very confusing. It is difficult to determine what is allowed.</li> </ul>

		<p>kids like a big deal, with vague discretionary review and vague compatibility requirements. We should be allowed to house the people who help us live this life.</p>	<ul style="list-style-type: none"> <li>• Based on our best interpretation, there is no change proposed in the draft LUB regarding suites in the Ag District. In both the current, approved LUB and the draft suites are a discretionary use.</li> <li>• This allows for notification of neighbouring properties when a development permit application is approved and enables adjacent landowners to have the opportunity to provide feedback on increased density and impact in their area or appeal an approval.</li> </ul> <p><b>Current LUB:</b> Accessory living quarters and secondary dwellings are discretionary in the A district.</p> <p><b>Proposed LUB:</b> All suites are discretionary in the A district. Additional dwelling area allowed (single detached, manufactured) if they are for farm labour only.</p>
	12 Agricultural District	<ul style="list-style-type: none"> <li>• On page 124 Extensive Agriculture is permitted and the definition of Extensive Agriculture (p. 6) states that it <u>does not include Intensive Agriculture</u> but the Jan 30th FB post states that these residential districts would have a wider range of uses...SUCH AS INTENSIVE AGRICULTURE. With that said, the information publicly posted on Jan 30th is not true. If I'm wrong, please provide information that will correct me.</li> <li>• The information on page 125 is extremely confusing. Could you please explain it to me in layman terms. How many acres do you have to have to be able to have Extensive agriculture as Permitted? It appears that only one quarter section</li> </ul>	<ul style="list-style-type: none"> <li>• Extensive Agriculture is a permitted use on the Agricultural district. Intensive Agriculture is a discretionary use in the Agricultural District. Intensive Agriculture is not a permitted use but is allowed as a use in the district.</li> <li>• Normally the minimum parcel size for extensive agriculture is 1 quarter section. The MDP allows for a variance of this size for ONE up to 80 ac parcel. If a variance has been granted to the parcel size for this one up to 80-acre parcel then that is the minimum parcel size for extensive agriculture.</li> <li>• By having suites be discretionary, it allows for notification of neighbouring properties when a development permit application is received. This allows adjacent landowners to have the opportunity to provide feedback on increased density and impact in their area.</li> </ul> <p><b>Current LUB:</b> Intensive agriculture is discretionary in the A district. Secondary suites and dwelling units are permitted in the CR-A district, CR-M District, and CR-S districts. Extensive Agriculture is permitted in the A district and is not permitted or discretionary in the CR-A, CR-S, or CR-M districts.</p> <p><b>Proposed LUB:</b> Intensive agriculture is discretionary in the A district. Suites are discretionary in the A district, and CR-M district. Extensive Agriculture is permitted in the A district and is not permitted or discretionary in the CR-M district.</p>

		<p>parcels fall into Extensive and all other sizes are NOT Extensive agriculture.</p> <ul style="list-style-type: none"> <li>• Why are Secondary Suites and Secondary Dwellings changing to discretionary, not permitted, in some of the Residential districts?</li> <li>• Intensive Agriculture, Value-Added Agriculture, and Diversified Agriculture should be a permitted use in the Agriculture District.</li> <li>• Extensive Agriculture should be allowed on all parcel sizes in the Agricultural District.</li> </ul>	
	25 Low Density Residential District	<ul style="list-style-type: none"> <li>• 25.5.19 limits horses by land size.</li> </ul>	<ul style="list-style-type: none"> <li>• This restriction only applies to lots in the Low-Density Residential District, which would only apply in the Hamlets. This regulation is in the current LUB and, as a result of where it is currently located, it applies to all “residential districts”. We have relocated this regulation in the draft LUB to the specific district we believe it was intended to apply to.</li> </ul> <p><b>Current LUB (4.14 Other Uses in Residential Districts Regulations – 4.14.2(c)(ii)):</b> The current LUB states that keeping horses is permitted on a Lot of no less than 2 acres.</p> <p><b>Proposed LUB:</b> The proposed LUB allows for the keeping of horses on a residential lot only on lots greater than 2 acres.</p>
	Land Use Bylaw Map	<ul style="list-style-type: none"> <li>• In reference to the Facebook post dated Jan 30, 2025 which addresses the letter that was sent out to residents, it states that the redistricting of CR-A and CR-S will help to streamline the process of subdividing and/or adjusting the boundary of their lots. <b><i>Is this a common occurrence</i></b></li> </ul>	<ul style="list-style-type: none"> <li>• 10 out of 11 subdivision applications processed in the County of Vermilion River last year would have required a rezoning in order to support a boundary adjustment or a subdivision of the yard site.</li> <li>• Apart from ease in the subdivision process. Having all yard sites, whether they are subdivided or not, be in one district (the Agricultural District) means that all landowners with agricultural yard sites have the same regulations that apply to their land. In the current LUB, the A yard sites, the CR-A yard sites, and the CR-S yard sites all have different uses and different regulations that apply to them. Ex. 4.7(3) indicates that no fur-bearing animals, fowl, or livestock are allowed on a lot in a Residential District. This means that lots in the CR-A and CR-S districts are not currently allowed to keep livestock however, lots in the Agricultural District are allowed.</li> </ul>



		<p><b><i>that owners with parcels of land within these districts actually apply to have their property subdivided or boundaries changed and if so, how many applications of the same have you approved over the last year?</i></b></p> <ul style="list-style-type: none"> <li>• What examples of red tape reduction would there be for amalgamating CR-A and CR-S to A?</li> </ul>	<ul style="list-style-type: none"> <li>• In accordance with Council direction, the number of districts has been reduced in the proposed LUB to reduce red tape in the subdivision and development process. In accordance with S.640(2)(a) of the Municipal Government Act, a land use bylaw must divide the municipality into districts of the number and area the Council considers appropriate.</li> </ul>
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## Summary of Testimony on the draft Municipal Development Plan:

Topic	Location	Feedback	Response/Recommendation
	Throughout	<ul style="list-style-type: none"> <li>• Clearer colour schemes for easy viewing.</li> <li>• Typos.</li> <li>• Consistency in language.</li> </ul>	Review for typos and editing.
	5.3.1	<ul style="list-style-type: none"> <li>• 5.3.1.12 wants studies just for a shed. These rules make it harder to live and even harder to lend a hand to others.</li> </ul>	<ul style="list-style-type: none"> <li>• This regulation applies only to land within the 1:100-year floodway and flood fringe of any river or lake. Development is restricted in these areas due to the high risk of flooding.</li> </ul>
	5.3.2 Environmental and Conservation Reserves and Easements	<ul style="list-style-type: none"> <li>• 5.3.2.4 stops us from building shelters near water even for our livestock.</li> </ul>	<ul style="list-style-type: none"> <li>• This regulation applies to ER taken at the time of subdivision for major water bodies and banks or lakes and rivers. These areas are often unsuitable for development due to their high slopes. This provision does not make reference to livestock.</li> </ul>
	5.4.1 Recreation	<ul style="list-style-type: none"> <li>• 5.4.1.4 and 5.4.1.5 are looking to utilize abandoned rail line corridors for mobility networks. This has a strong negative impact on adjacent landowners and we do not support this use.</li> </ul>	<ul style="list-style-type: none"> <li>• The wording of this regulation is to consider opportunities.</li> <li>• Opportunities for recreation and tourism development are intended to enhance the quality of life for residents and visitors. As the demand for recreational land increases, so does the need for planned recreation areas. Council may wish to consider opportunities for planned recreation areas on available land.</li> </ul>

## Out of Scope Concerns and Issues

There were several comments made at the public hearing that did not pertain to the content in the draft MDP and LUB. A list of these concerns and issues are identified below so that they may be included for the record:

- Too much Government control and involvement
- The County residents value freedom and self-governance
- The community should govern itself
- The County needs better enforcement before they make more rules
- Influence of communitarian law
- The County is being influenced by national and international bodies
- Affiliation with UN21
- The document has fingerprints of globalism
- Rules within the Bylaws are against the Constitution
- MPS is an outside body that has an underlying agenda
- How much did this Bylaw cost ratepayers
- Is the Provincial Government involved in these documents
- Was MPS chosen through an RFP
- How many submissions were there to the RFP

#### PUBLIC ENGAGEMENT:

A public engagement program was conducted throughout the duration of the project to share information about the draft MDP and LUB with residents and to gather input and feedback regarding the drafts. A high-level overview of the public engagement program is summarized below:

- In October 2022, an online survey was conducted to gather residents' opinions on broad land use and development matters in the County. A total of 160 responses were received.
- On 26 January 2023, an in-person workshop for stakeholders and interested members of the public was held with the purpose of gathering participant feedback on the current MDP and LUB. A total of 25 participants attended the workshop.
- In February 2023, a second online survey was conducted to gather residents' input on the questions asked at the January 2023 in-person workshop. A total of 52 responses were received.
- Throughout the project, from November 2024 to March 2025, the County website was updated to post the draft MDP and LUB as well as notice about the drafts as a pop-up on the website's main page. As of 4 March 2025, the draft LUB was opened 571 times and the draft MDP was opened 358 times.
- On 15 January 2025, redistricting letters were sent out to all landowners affected by the proposed LUB redistricting. The majority of the proposed mapping amendments affected landowners with property in the CR-S – Country Residential – Single Lot and CR-A – Country Residential – Agriculture districts. The proposed amendment would redistrict these lots to the A – Agricultural district. County administration and the project planner received approximately 300 phone calls and emails in response to the letters.
- Throughout January 2025 to February 2025, email notifications, engagement invitations, social media posts, and newspaper advertisements were sent out regarding the 6 February 2025 Open House.
- On 6 February 2025, an in-person open house was held at the Kitscoty Senior Centre from 3:00 pm to 7:00 pm regarding the draft MDP and LUB. Presentation boards were set up for a come-and-go style open house highlighting the major changes to the MDP and LUB. 79 people attended the open house as well as members of Council, Administration, and 3 MPS planners.
- Throughout February 2025, additional feedback regarding the proposed MDP and LUB changes was received by administration and the project planner.
- Feedback provided was summarized in a *What We Heard Report*, which was provided to Council for their consideration prior to first reading of the bylaws. Additional changes to the bylaws were directed by Council following their review of the *What We Heard Report*. These changes were made, as directed by Council, prior to Council giving consideration of first reading to the bylaws.
- In accordance with Section 636 of the *Municipal Government Act*, agencies and organizations were sent a referral letter on 26 March 2025 providing information about the proposed MDP and LUB and inviting them to provide feedback
- Notice of the Public Hearing was posted to: the Meridian Source on 3 April 2025 and 10 April 2025, the Vermilion Voice 7 April 2025 and 14 April 2025, the County's social media on 27 March 2025 and 10 April 2025, the County website 27 March 2025 and 3 April 2025, and the County Corner on 3 April 2025.

**COMMITTEE MEETING DATE: 2025-05-20**

## **BRIEFING NOTE - TO COMMITTEE**

### **SUBJECT**

**CONTINUATION OF DESIGNATED INDUSTRIAL PROPERTY (DIP) ASSESSMENT REVIEW FOR 2025 TAX YEAR**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that Council approve an additional contract for the continuation of the Designated Industrial Property (DIP) assessment review for the 2025 tax year.

### **DETAILS**

#### **Background:**

For the 2024 tax year, Council approved a contract to conduct a third-party review of the Province's assessment of Designated Industrial Properties (DIP) within the County. This review was intended to evaluate the completeness and accuracy of provincial assessments and provide recommendations for improvement.

The County hired Independent Municipal Assessment Corporation (IMAC) as a contractor to conduct DIP assessment for 2024 tax year.

The contractor's findings were reviewed in detail with the Provincial Assessor's Office. Follow-up actions led to the Province amending over 290 accounts in 2025, with further reviews pending. The 2025 assessment roll saw an increase of **\$9.32 million** in total taxable assessment, resulting in a direct municipal tax benefit of **\$172,000.00** (excluding requisitions).

On **March 11, 2025**, Administration presented to Council a detailed summary of the findings from the 2024 DIP review, including a breakdown of financial implications.

The 2024 review covered approximately 50 per cent of DIP properties. To ensure a complete and accurate assessment base, Administration is now seeking Council's approval to proceed with a **second-year review** to evaluate the **remaining 50 per cent** of DIP properties as per council's previous direction.

## **HISTORICAL COST-BENEFIT ANALYSIS (PHASE I)- 2024 tax year**

- **Cost of 2024 Review Contract:** \$247,500.00
- **Tax Benefit (2025 Roll):** \$172,000.00 (municipal share only)
- **Additional Potential Benefit (Pending Review):** Substantial, if remaining 50 per cent of DIP inventory yields similar results

## **DISCUSSION**

Administration recommends continuing the DIP assessment review to complete the remaining 50 per cent of properties. The prior contract demonstrated a meaningful return in both immediate and long-term assessment corrections and taxation gains. Extending this work would ensure equitable taxation and enhance the County's ability to hold assessors accountable.

## **IMPLICATIONS OF RECOMMENDATION**

Organizational: Bring this item to May 27, 2025 Regular Meeting of Council for discussion and final approval.

Financial: Budgeted \$250,000.00 in 2025 budget year.

Communication Required: Ask for official pricing for 2025 year

## **ATTACHMENTS**

March 11, 2025 briefing note.

PREPARED BY: Viren Tailor

DATE:2025-05-13

**MEETING DATE: MARCH 11, 2025**

# **BRIEFING NOTE - TO COUNCIL**

## **SUBJECT**

**DESIGNATED INDUSTRIAL PROPERTIES ASSESSMENT REVIEW UPDATE – FOR INFORMATION**

## **RECOMMENDATION**

THAT the County of Vermilion River accept the Designated Industrial Properties Assessment Review Update as information.

## **DETAILS**

Background:

**Report on the Review of Designated Industrial Property Assessments for the County of Vermilion River**

In May 2024, the County of Vermilion River engaged an external contractor to review the assessments of Designated Industrial Property (DIP) within the County. This additional work, which focused on reviewing approximately 50 per cent of the eligible DIP properties, was carried out under a contract valued at \$247,500.00 (excluding GST).

The contractor submitted the final report on November 3, 2024, after providing multiple updates throughout the year. The report outlined several assessment-related issues, which were shared with relevant personnel from the Provincial Assessor's Office. The key findings include:

### **Missed Assessments:**

- Missed Sites: 46
- Estimated Missed Building Structures (B/S): \$277,100.00
- Estimated Missed Natural Gas Lines to Sites: \$700,000.00
- Estimated Machinery & Equipment (M&E): \$10,215,000.00
- **Total Estimated Missed Accounts: \$11,192,100.00**

Additionally, the report identified accounts with partial assessment misses, requiring further adjustments:

- Affected Sites: 2,616
- Estimated B/S: \$2,523,130.00
- Estimated Missed Natural Gas Lines to Sites: \$12,700,000.00
- Estimated M&E: \$18,111,300.00
- **Total Estimated Assessment Improvement: \$33,334,430.00**

The estimated impact of lost taxes, based on the above findings, was calculated at \$647,283.00.

From late November 2024 to January 2025, County representatives, along with Municipal Affairs officials, thoroughly reviewed the findings of the report and participated in several meetings. In January 2025, the Assistant Deputy Minister provided a written summary of the Province's response:

**Provincial Review of Miscellaneous Account Changes (681 total):**

- **Follow-up in 2025:** 197 accounts (29%)
- **Changes Made:** 261 accounts (38%)
- **No Changes Warranted:** 223 accounts (33%)
- **Total Accounts Reviewed:** 681 (100%)

**Provincial Review of Missed Accounts (46 total):**

- **Follow-up in 2025:** eight accounts (17%)
- **Changes Made:** 33 accounts (72%)
- **No Changes Warranted:** five accounts (11%)
- **Total Missed Accounts:** 46 (100%)

The Province also indicated that Natural Gas lines to industrial sites are not assessable, which led to a significant loss in assessments.





The County received the full assessment roll on February 28, 2025. The 2025 assessment file shows an increase of \$9,323,700.00 in the total tax base for the 2025 tax year, directly linked to the properties identified by the County's contractor. However, it is not clear whether this growth was the result of direct County intervention, as several factors could have contributed to the increase. These factors include an increase in equipment at the sites since the last assessments, inflation, or data corrections identified by the CVR contractor.

For reference, here is the 2024 tax rate for the County, based on the updated assessment:

Assessment	Tax Rate	Tax Dollar
General Municipal taxes	\$9,323,700.00	\$160,074.88
General Recreation	\$9,323,700.00	\$4,000.80
Fire Levy	\$9,323,700.00	\$4,473.51
Waste Management	\$9,323,700.00	\$2,683.36
Library	\$9,323,700.00	\$351.50
Senior	\$9,323,700.00	\$739.37
School	\$9,323,700.00	\$36,472.45
<b>Total</b>		<b>\$208,795.87</b>

To summarize the total estimated tax gain of \$172,000.00 (without Seniors and School Requisition).

Total cost of review for DIP contract was \$247,500.00.

Discussion:

To continue with DIP review for tax year 2025.

## IMPLICATIONS OF RECOMMENDATION

Organizational:

Financial: IMAC Contract

Communication Required:

Implementation:

Pertains to this Corporate Goal:

## ATTACHMENTS

Attachment – FINAL 2024 DIP Assessment Report

Written response from the GOA

PREPARED BY: Viren Tailor

DATE: March 4, 2025

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**2025 QUALITY MANAGEMENT PLAN – MOTION REQUIRED**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River adopt the 2025 Quality Management Plan set out by Rural Utilities as presented.

### **DETAILS**

**Background:** In accordance with the Municipal Government Act and the Gas Distribution Act, County Gas Utility has assumed responsibility to ensure that its distribution system is designed, constructed, operated, and maintained in a manner that will ensure the safety of its customers, employees, and the public. The Quality Management Plan (QMP) is an agreement between the owners of a natural gas distribution system and the Province and is to be reviewed and signed annually as part of the “Approval to Operate” issued by the Chief Officer under the Gas Distribution Act.

There have been no changes made to the agreement for 2025.

### **ATTACHMENTS**

1. 2025 Quality Management Plan

**PREPARED BY:** Louis Genest

**DATE:** May 14, 2025

# Quality Management Plan

## County of Vermilion River Gas Utility

This Quality Management Plan (QMP) represents an agreement with the Province of Alberta under section 5 of the *Gas Distribution Act* that the rural gas utility is designed, constructed, operated and maintained in accordance with the requirements set by section 2 of the Act. In signing this agreement, the Chief Officer recognizes that complete compliance with these standards may not always be attainable, although they remain the objective for the rural gas utility. In the event of identified deficiencies resulting from an operation and maintenance inspection conducted under section 4 of the Act, the rural gas utility will respond in a timely manner to render the distribution system safe and as compliant to the applicable standard(s) as possible.

The County of Vermilion River Gas Utility (hereinafter referred to as "the municipal gas utility", as per section 1(k) of the *Gas Distribution Act*), owns and operates a rural gas utility in Alberta and in accordance with its franchise issued under section 18 of the Act. Under section 18, the municipal gas utility has both the exclusive right and duty to offer and provide natural gas service to residents in a specific area of the province. The municipal gas utility, represented by the County Council is, as the owner, responsible for ensuring that the rural gas utility continues to be designed, constructed, operated and maintained in a manner consistent with section 2 of the Act. This is achieved with the full support of the municipal gas utility's Chief Administration Officer, the municipal gas utility's Manager and its employees as to ensure the safety of its customers, employees, and the general public of Alberta. Annual review and commitment to this QMP document by the County Council, the Chief Administrative Officer and the Gas Utility Manager, in conjunction with the annual submission of as-built plans and meeting operation and maintenance expectations of the Chief Officer partly form the 'Approval to Operate' a rural gas utility in Alberta.

## QUALITY MANAGEMENT PLAN FUNCTIONS

### Standards

As applicable, the municipal gas utility will design, construct, operate, and maintain its gas utility in accordance with the following legislation and standards:

- The *Gas Distribution Act*
- The *Pipeline Act* and Regulations
- The *Municipal Government Act*, only as applicable/relevant to the rural gas utility
- The *Gas Utilities Act*, as applicable
- The *Occupation Health and Safety Act*, and all codes and regulations, as applicable
- Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard
- Canadian Standards Association (CSA) Z246.2 Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems
- The Technical Standards Manual for Gas Distribution Systems in Alberta, issued by Rural Utilities
- Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities issued by the Federation of Alberta Gas Co-ops Ltd.
- Alberta Energy Regulator (AER) Directive 71 Emergency Preparedness and Response Requirements for the Petroleum Industry (as applicable)

Rural gas utilities are also expected to maintain appropriate insurance coverage.

### Design, Construction, Testing, and Commissioning

The municipal gas utility will ensure that its distribution system is designed and constructed to safely deliver the required volumes of gas to each consumer under the most extreme conditions by following the Technical Standards Manual for Gas Distribution Systems in Alberta and the most recent version of the Canadian Standards Association (CSA) Z662 Oil and Gas Pipelines. Collectively, these are the standards for Alberta's gas distribution systems.

# Operation, Maintenance and Repair

To ensure the gas utility is properly operated, maintained, and repaired, the municipal gas utility will employ or contract the services of qualified field staff to safely operate and maintain the system. This will include development of a regular preventative maintenance program to safeguard the distribution system against premature deterioration. Further, the rural gas utility will ensure that the level of safety equipment for both the shop and emergency response vehicles (as adopted in the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities) in addition to personal protective equipment (PPE), is provided, inventoried, maintained, and calibrated as and if required.

# Emergency Preparedness and Response

To ensure that employees understand the municipal gas utility’s program to respond to emergency situations, the municipal gas utility will develop and implement an Emergency Response Program (ERP) to effectively respond to emergencies, promote safety of workers, responders and the public, in accordance with the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities.

# Surveying and Plant Records

In order to ensure the completeness, accuracy and timely completion of the municipal gas utility's as-built drawings and ensure that the Utility Safety Partners database is current, the municipal gas utility will maintain up-to-date as-built plans of the rural gas utility and submit these to Rural Utilities by March 31 of the year following construction.

# RESPONSIBILITY

This Quality Management Plan highlights the safety related components of the County of Vermilion River Gas Utility’s design, construction, operation, and maintenance programs. The municipal gas utility’s County Council and Chief Administration Officer along with their Gas Utility Manager have reviewed and adopted the QMP in its entirety, and hereby accepts the responsibility for compliance of their distribution system with this plan.

This Quality Management Plan was reviewed at the County Council meeting held on: \_\_\_\_\_

Dated \_\_\_\_\_  
\_\_\_\_\_  
Reeve

I have read and will support the municipal gas utility in meeting compliance of this QMP:

Dated \_\_\_\_\_  
\_\_\_\_\_  
Chief Administrative Officer

Dated \_\_\_\_\_  
\_\_\_\_\_  
Gas Utility Manager

This QMP must be adopted and signed by the municipal gas utility, represented by the Reeve, the Chief Administrative Officer and the Gas Utility Manager **on an annual basis and submitted by December 31st of each year.**

Failure to submit a signed QMP document may result in any or all of the following actions:

- (1) The annual ‘Approval to Operate’ will not be issued,
- (2) All planned/future construction must be approved by the Chief Officer prior to construction until the QMP is signed and submitted, and
- (3) Any construction done without prior approval of the Chief Officer will be in contravention of section 13 of the Gas Distribution Act and potentially subject to an offence (section 8) and/or order (section 9) under the Act.



**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**INTEGRITY MANAGEMENT PROGRAM – MOTION REQUIRED**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River adopt the Gas Utility Pipeline System Integrity Management Program as presented.

### **DETAILS**

**Background:** A pipeline system Integrity Management Program (IMP) is an integral part of the Safety and Loss Management System (SLMS). The SLMS is a requirement under Section 9 of the Pipeline Rules and in accordance with Clause 3 of the Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard. As the County operates pipelines regulated by Alberta Rural Utilities, Alberta Energy Regulator and Canada Energy Regulator, all three regulators monitor and enforce compliance with Z662. Additionally, maintaining an IMP is a part of the FedGas O&M Audit.

Distributors are required to develop and implement a documented IMP, that specifies the practices used by the operating company to ensure the safe, environmentally responsible, and reliable service of a pipeline system. The IMP is in relation to construction, operation and maintenance, and the integrity assessment of such pipelines and facilities. The IMP is included in the SLMS, for the full pipeline life cycle that provides for the protection of people, the environment, and property.

### **ATTACHMENTS**

1. 2025 Integrity Management Program

**PREPARED BY:** Brooke Graham and Louis Genest

**DATE:** May 14, 2025

## **Integrity Management Program (IMP)**

### **Integrity Management Program Scope**

**County of Vermilion River Natural Gas Utility** (The County) is committed to providing safe, environmentally responsible, and reliable service as a natural gas distributor. The intent of this IMP is that it shall cover both pipelines, as defined in CSA Z662, Clause 2 as well as facilities, as defined in CSA Z662, Annex N, Clause N.2.1.1, such as customer meters and regulators, meter stations, pressure regulating stations and Regulating, Metering, Odorization (RMO) stations.

The County is committed to collect, integrate, and analyze information related to the design and type of pipeline system and facilities by following the methods outlined in its IMP.

### **Policies, Objectives, and Performance Indicators**

The County shall document policies, objectives, and results (performance indicators) related to its IMP. Performance Indicators may include targets for gas loss, maintenance and inspection schedules, audit results, etc.

### **Organization**

In addition to the information found in the SLMS under Clause A.3.

The Director of Gas Utility has been appointed as the IMP Manager and is responsible for administering the IMP.

Those responsibilities shall include:

- Pipeline integrity management program development and improvement
- Records management
- Pipeline integrity management program planning and reporting
- Allocation of funding
- Implementation of plans
- Integrity performance indicators
- Integrity program audits, reviews, and evaluations

### **Description of Pipeline Systems and Facilities and Integrity Management Program Records**

In addition to the information found in the SLMS under Clause A.7.6.3.

The County is committed to prepare and maintain a description of the system related to all pipeline and facility design, construction, operation and maintenance of their distribution system.

The County shall prepare and manage records related to pipeline and facility design, construction, operation and maintenance that are required when performing the activities outlined in the IMP.

The County AER pipelines licenses are included in the IMP as Schedule “A”.

The County's annual Approval to Operate from Rural Utilities shall be included in the IMP.

The County's approval Orders from the Canadian Energy Regulator (CER) for pipelines crossing the AB-SK border are included in the IMP as Schedule "B".

This can be achieved by the following:

- a) Location of all pipelines and facilities through a current and accurate mapping system (GIS and as-built books)
- b) Identification of pipeline class locations (CSA Z662, Table 4.1)
- c) Properly designed pipelines and facilities including maximum operating pressures, load surveys and all other pertinent operating conditions
- d) All pipeline and facility specifications including pressure control equipment documentation, quality assurance documents, material test reports (MTR), nondestructive examination (NDE), joining and inspection records, pressure testing reports, coating specifications and test records, inspection test plans (ITP), cathodic protection system design and performance. Other documentation specific to crossings, including approvals and agreements, details and drawings, photographs, inspection, and as-built reports shall be retained.

## **Management of Change**

The County is committed to a process of managing, implementing, and tracking change that can affect the integrity of the distribution system. These changes are both those initiated by the County and those that are under control of the County.

This process may include, but is not limited to:

- Compliance with the Management of Change Directive
- Annual updating the Distributors mapping system for foreign pipelines, facilities, and pipeline ownership
- Monitoring source pressure, operating pressures due to load changes, and gas quality
- Employment training and mentoring to ensure a continuous qualified staff
- Updating the organizational charts to ensure operational hierarchy and corresponding responsibilities
- Reviewing proposed design changes that may affect the functionality of the pipeline, facility, and control systems with your Engineer prior to implementation.
- Reviewing inspection records of piping, valves, pressure control, and measurement equipment to identify changes that could affect the integrity of the distribution system
- Monitoring physical environment changes as it relates to the distribution system
- Compliance with and auditing of the Federation O&M Manual
- Governance training and succession planning for directors
- Methods practices and procedures related to pipeline integrity management
- Monitoring changes in technical requirements, industry standards, and regulations



## **Competency and Training**

The County shall employ qualified personnel or approved/qualified contractors and support participation in training programs as may be required to safely construct, operate, and maintain the pipelines and facilities. The Gas Utility Training Directive provides guidance in this regard.

The skill requirements are based on system or operating requirements which may include but not necessarily limited to the following training:

- Gas Utility Operator
- Gasfitter
- RMO I and II
- Emergency Response
- First Aid & CPR
- H<sub>2</sub>S Alive
- WHMIS
- Confined Space Entry
- Transportation of Dangerous Goods
- High Energy Joining
- PE Fusion
- Olfactory Testing
- Ground Disturbance
- Defensive Driving
- Any training course that may be found in the Distributors Health and Safety Policies and Procedures

The County maintains documentation that tracks certification expiry dates and is committed to ensure the level of training meets industry requirements.

Training is available through, but not limited to:

- Federation of Alberta Gas Co-ops Ltd.
- Local accredited training facilities
- Online training
- Industry workshops/seminars
- Inhouse mentorship

## **Hazard Identification and Control**

In addition to the information found in the SLMS Clause A.7.3.

The County is committed to the identification of hazards that can lead to failures, external interference, and damage incidents. Hazards that are within the scope of risk assessments must be identified and described in sufficient detail to support root cause analysis.

This can be achieved by:

- Conducting regular staff/safety meetings
- Addressing any deficiencies found during an external audit
- Investigating all incidents

- Training on facility, equipment, or technological changes via virtual or hands on
- Reviewing industry and regulatory related bulletins
- Sharing Health and Safety learnings with the Federation Health and Safety Working Group

The County will keep records of all failures or external incidents for the life of the facility and pipeline system. Using this historical data will allow the identification of potential hazards on specific sections of the facilities and pipelines system and also identify repeat external interference incidents. Consideration should be given to the location of the failure, the cause or type of failure, the component of the facility and pipeline system, failure occurrence, and all other details pertinent to the incident. If one section shows an abnormal failure rate, this section will be monitored more frequently and replaced if deemed necessary.

This can be achieved by:

- Following the Federation O&M Manual
- Following the Distributors Health and Safety Policies and Procedures
- Review of applicable Industry incidents

## **Risk Assessment General and Documentation and Risk Analysis Approach, Evaluation, Refinement, and Reduction Evaluation**

The County is committed to reducing exposure to risk to their facilities and pipelines through preventative analysis, documentation, evaluation, and refinement. The County takes into account the frequency and consequences of incidents, the significance of the estimated risk and identifying, evaluating and implementing options for reducing risk. If the County deems the risk level to be significant, a more in-depth analysis will be undertaken.

This can be achieved by:

- Determining the impact of the risk
- Determining the negative consequences and severity that would result
- Determining the probability of the risk occurring

An Assessment Matrix, like the one in the Emergency Preparedness and Response section of the Federation O&M Manual, could be utilized.

## **Options for Reducing Likelihood and Consequences of Failure or Damage Incidents and Operating Errors**

The County is committed to track failure incidents, external interference incidents, damage, deterioration, environmental protection, and safety to any and all parts of its distribution system. The Distributor is committed to report all such incidents to the proper governing authorities.

The County shall follow procedures set out in the Federation O&M Manual for investigating and reporting failure and external interference incidents. Such incidents shall be documented and reported to the proper authorities immediately. Documentation shall include:

- Location
- Incident date and time

- Weather conditions
- Operation of pipeline
- Pipe specification
- Coating condition
- Cathodic protection status
- External interference
- Joining method
- Volume release
- Ground condition
- Pipeline locate request (completion and exposure)

An analysis of each incident shall be undertaken to seek improvements to the IMP on a per incident basis.

The County is committed to reduce the frequency of failure incidents associated with improper operation and control system malfunction in the following manners:

- Continuing personnel training
- Improved pipeline control and monitoring methods
- Changing the operating and maintenance practices
- Improvements to the pipeline and above ground facilities

## **External Interference**

The County is committed to reduce the frequency of failure incidents and external interference incidents in the following ways:

- Maintaining a process for third-party crossing of County pipelines (facility and regulated equipment) by written approval only and with inspections as required
- As a member of Utility Safety Partners
- Maintaining all above ground facilities for vegetation control on a semi-annual basis
- Performing right-of-way patrols and pipeline inspections as required
- Using only qualified pipeline locators
- Erecting fences and structures to protect its facilities
- Maintaining appropriate pipeline signage
- Participating in public awareness sessions

## **Imperfections**

The County is committed to reduce the frequency of failure incidents due to manufacturing and/or construction defects by the following:

- Participating in the Federation Quality Assurance Program
- Temporarily reducing operating pressures
- More frequent monitoring of cathodic protection
- Pressure testing
- Pipe repair and/or replacement
- Inspect any exposed pipeline during normal operation for pipe/tracer wire/coating imperfections and/or damage and general condition

## **Natural Hazards**

The County is committed to reduce the frequency of failure associated with natural hazards by the following:

- Inspection of critical watercourse crossings after flood events
- Performing right-of-way patrols and pipeline inspections as required
- Erect fences and structures to protect its facilities
- Relocate pipelines if necessary

## **Consequence Reduction**

The County is committed to reduce the consequences associated with failure incidents by the following:

- Supervisory Control and Data Acquisition (SCADA) on critical infrastructure
- Balancing meters and customer automated meter reading to quickly identify gas loss
- Public Awareness campaigns
- Emergency Response Planning and Training
- 24-7 On Call Personnel and 24 Hour Dispatch through East Central 9-11

## **Integrity Management Program Planning**

The County is committed to establishing plans and schedules related to pipeline system integrity management. The frequency and type of inspection shall be in accordance with the Federation O&M Manual.

The County will take the following into consideration when planning its IMP:

- Known existing problems that could lead to a failure incident
- Potential greater risk for pipelines and facilities located in high consequence areas
- The potential of those existing problems to grow in magnitude
- Controlling identified hazards through historical data
- Reducing the estimated risk level through third party consultation
- Regularly scheduled inspections, testing, patrols, and monitoring
- Annual reviews of the IMP to ensure effectiveness of the program
- Failure and external interference incident history of the County and the pipeline industry as a whole

The County is committed to document all methods used to prioritize and schedule activities related to its IMP.

The County shall, upon completion of pipeline and facility integrity activities, review the following:

- Methods and procedures were performed properly
- Any changes were approved prior to implementation
- Objectives were achieved
- Incomplete work noted
- Any recommendations for future work noted
- All work documented

## **Inspections, Testing, Patrols, and Monitoring**

The County is committed to follow all procedures set out in the Federation O&M Manual for inspecting, patrolling, testing, and monitoring its distribution system. This will include:

- Verifying the satisfactory operation of the cathodic protection system through a third-party inspection or assessment by a corrosion specialist on a scheduled basis
- Monitoring of the internal corrosion control program through visual inspection and lab analysis of cut-outs
- Undertaking leak detection on all pipelines on a regular interval. Methods will include daily gas volume monitoring, monthly wholesale/retail gas balancing and regularly scheduled gas detection surveys.
- Inspecting block valves for proper operation and leakage on a scheduled basis
- Inspecting facility pressure regulators and relief valves on a scheduled basis
- Pipeline patrolling on a scheduled basis

The County shall base its frequency of inspections, if not specified by code or regulation, then on historical performance of its distribution system and industry standards.

The County shall utilize a cathodic specialist to evaluate the condition of the cathodic protection of the system and follows corrective actions as recommended.

The County shall regularly inspect pipelines and facilities (filters, drains, pipeline components, etc.) that may collect corrosive agents. Any corrosive agents collected shall be tested to determine the chemical nature and potential impact on the pipeline system and/or facilities or gas quality. Upon opportunity, inspect all coupon/cutouts on metallic pipelines for internal corrosion. The results of this inspection/analysis will be documented.

The County shall include in its documents of inspections, testing, patrolling, and monitoring the following:

- Dates performed
- Methods and equipment used, including the most recent calibration of such equipment
- Results and observations and subsequent evaluations of those results

## **Evaluation of Inspection, Testing, Patrol, and Monitoring Results**

The County shall evaluate potential deficiencies that may lead to a failure incident. Such evaluation may include consulting with a corrosive specialist or undertaking an engineering assessment.

## **Evaluation of Indications of Imperfections**

The County shall have all imperfections evaluated as identified in the inspection reports. Such evaluations shall be in accordance with the requirements as stated in Z662 for all types of pipelines and facilities.

## **Natural Hazard Evaluations**

The County shall assess and monitor for slope instability, erosion, scour, loss of cover, ice effects, etc. that may adversely impact the pipeline or facility. If any of these concerns exist near a pipeline or facility, increased monitoring is required to determine risk of potential failure.

## **Records of Recommendations**

The County shall document records of recommendations and dispositions of recommendations.

## **Corrective Action**

The County shall assess and document the corrective actions and repair procedures required to prevent failures or damage with significant consequences. Where pipelines or facilities are not suitable for continued service at current operating levels, they shall be repaired, replaced, or operated at a lower pressure as may be determined by an engineering assessment.

## **Continual Improvement, Integrity Management Program Review and Evaluation**

The County shall develop and document a process for continual improvement, document the results of reviews and evaluations of the IMP and consider the following in that process.

- Annual reviews and evaluations
- Monitor gas balancing monthly
- Effects of changes to the pipeline and facilities
- Assess trends resulting from the audit
- Review the status of the integrity performance indicators
- Review incident analysis
- Review and learn from events

## **Performance Monitoring and Measurement and Audits**

The County shall establish and maintain documented procedures for internal audits on an annual basis to ensure the integrity of the County's pipelines and facilities. In addition, and in accordance with the Federation O&M Manual - Audit Procedures section, an external audit will be completed on a scheduled basis.

## **Control of Nonconformance**

The County shall establish and maintain procedures for defining responsibility and authority for handling and investigating nonconformances, and for initiating and completing corrective and preventive action.

## **Incident Investigations**

The County shall follow the procedures in the Federation O&M Manual and the County's Health and Safety Policies and Procedures for failure and damage incidents.

## **Infrastructure Risk Management Program**

All of the above required information regarding risks and mitigations to the distribution system will be compiled, by pipeline segment, in a digital Risk Management Program. The data in the Risk Management Program will be accessible to County personnel and will assist management in assessing risk and evaluating appropriate mitigation measures.



## Integrity Management Program (IMP)

### Declaration, Commitment, and Authority

**The County of Vermilion River Natural Gas Utility** (The Distributor) is committed to the development and implementation of a documented Integrity Management Program (IMP) for the pipeline system that provides protection of people, the environment, and property.

The Council fully supports the IMP in its entirety and accepts that all the terms, conditions, and commitments are being satisfied based on an annual report and confirmation by the IMP Program Manager.

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Reeve Signature:

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Date:

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Chief Administrative Officer Signature:

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Date:

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Gas Utility Director Signature:

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Date:

## Schedule “A”

### AER Pipeline Licenses

License Number
10736
18150
34709
41042
41970
44143
48416
50883
54399
62850
63276
63294
63490
63700
63982
64049
64277
64278
64424
23768



### Schedule “B”

#### CER Pipelines

<b>Pipeline Name</b>	<b>NEB Order or Certification Number</b>	<b>Start Location</b>	<b>End Location</b>
Ron Detchon	XG-V008-17-2004	SE-12-52-1-W4M	SE-12-52-28-W3M
Richert Infill	XG-V020-041-2015	NE-25-52-01-W4M	NW-25-52-28-W3M
28-45-28-W3M Residential Infill	XG-V020-032-2016	SE-25-45-01-W4M	NE-28-45-28-W3M
Reilly Lake	XG-023-2020	SW-12-52-01-W4M	SW-12-52-28-W3M

# Quality Management Plan

## County of Vermilion River Gas Utility

This Quality Management Plan (QMP) represents an agreement with the Province of Alberta under section 5 of the *Gas Distribution Act* that the rural gas utility is designed, constructed, operated and maintained in accordance with the requirements set by section 2 of the Act. In signing this agreement, the Chief Officer recognizes that complete compliance with these standards may not always be attainable, although they remain the objective for the rural gas utility. In the event of identified deficiencies resulting from an operation and maintenance inspection conducted under section 4 of the Act, the rural gas utility will respond in a timely manner to render the distribution system safe and as compliant to the applicable standard(s) as possible.

The County of Vermilion River Gas Utility (hereinafter referred to as "the municipal gas utility", as per section 1(k) of the *Gas Distribution Act*), owns and operates a rural gas utility in Alberta and in accordance with its franchise issued under section 18 of the Act. Under section 18, the municipal gas utility has both the exclusive right and duty to offer and provide natural gas service to residents in a specific area of the province. The municipal gas utility, represented by the County Council is, as the owner, responsible for ensuring that the rural gas utility continues to be designed, constructed, operated and maintained in a manner consistent with section 2 of the Act. This is achieved with the full support of the municipal gas utility's Chief Administration Officer, the municipal gas utility's Manager and its employees as to ensure the safety of its customers, employees, and the general public of Alberta. Annual review and commitment to this QMP document by the County Council, the Chief Administrative Officer and the Gas Utility Manager, in conjunction with the annual submission of as-built plans and meeting operation and maintenance expectations of the Chief Officer partly form the 'Approval to Operate' a rural gas utility in Alberta.

## QUALITY MANAGEMENT PLAN FUNCTIONS

### Standards

As applicable, the municipal gas utility will design, construct, operate, and maintain its gas utility in accordance with the following legislation and standards:

- The *Gas Distribution Act*
- The *Pipeline Act* and Regulations
- The *Municipal Government Act*; only as applicable/relevant to the rural gas utility
- The *Gas Utilities Act*, as applicable
- The *Occupation Health and Safety Act*, and all codes and regulations, as applicable
- Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard
- Canadian Standards Association (CSA) Z246.2 Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems
- The Technical Standards Manual for Gas Distribution Systems in Alberta, issued by Rural Utilities
- Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities issued by the Federation of Alberta Gas Co-ops Ltd.
- Alberta Energy Regulator (AER) Directive 71 Emergency Preparedness and Response Requirements for the Petroleum Industry (as applicable)

Rural gas utilities are also expected to maintain appropriate insurance coverage.

### Design, Construction, Testing, and Commissioning

The municipal gas utility will ensure that its distribution system is designed and constructed to safely deliver the required volumes of gas to each consumer under the most extreme conditions by following the Technical Standards Manual for Gas Distribution Systems in Alberta and the most recent version of the Canadian Standards Association (CSA) Z662 Oil and Gas Pipelines. Collectively, these are the standards for Alberta's gas distribution systems.

## Operation, Maintenance and Repair

To ensure the gas utility is properly operated, maintained, and repaired, the municipal gas utility will employ or contract the services of qualified field staff to safely operate and maintain the system. This will include development of a regular preventative maintenance program to safeguard the distribution system against premature deterioration. Further, the rural gas utility will ensure that the level of safety equipment for both the shop and emergency response vehicles (as adopted in the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities) in addition to personal protective equipment (PPE), is provided, inventoried, maintained, and calibrated as and if required.

## Emergency Preparedness and Response

To ensure that employees understand the municipal gas utility's program to respond to emergency situations, the municipal gas utility will develop and implement an Emergency Response Program (ERP) to effectively respond to emergencies, promote safety of workers, responders and the public, in accordance with the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities.

## Surveying and Plant Records

In order to ensure the completeness, accuracy and timely completion of the municipal gas utility's as-built drawings and ensure that the Utility Safety Partners database is current, the municipal gas utility will maintain up-to-date as-built plans of the rural gas utility and submit these to Rural Utilities by March 31 of the year following construction.

## RESPONSIBILITY

This Quality Management Plan highlights the safety related components of the County of \_\_\_\_\_ Gas Utility's design, construction, operation, and maintenance programs. The municipal gas utility's County Council and Chief Administrative Officer along with their Gas Utility Manager have reviewed and adopted the QMP in its entirety, and hereby accepts the responsibility for compliance of their distribution system with this plan.

This Quality Management Plan was reviewed at the County Council meeting held on: January 30, 2024

Dated

January 23, 2025

[Signature]  
Reeve

I have read and will support the municipal gas utility in meeting compliance of this QMP:

Dated

January 23, 2025

[Signature]  
Chief Administrative Officer

Dated

01/23/2025

[Signature]  
Gas Utility Manager

This QMP must be adopted and signed by the municipal gas utility, represented by the Reeve, the Chief Administrative Officer and the Gas Utility Manager **on an annual basis and submitted by December 31st of each year.**

Failure to submit a signed QMP document may result in any or all of the following actions:

- (1) The annual 'Approval to Operate' will not be issued,
- (2) All planned/future construction must be approved by the Chief Officer prior to construction until the QMP is signed and submitted, and
- (3) Any construction done without prior approval of the Chief Officer will be in contravention of section 13 of the Gas Distribution Act and potentially subject to an offence (section 8) and/or order (section 9) under the Act.



**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**SAFETY AND LOSS MANAGEMENT SYSTEM – MOTION REQUIRED**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River adopt the Gas Utility Safety and Loss Management System as presented.

### **DETAILS**

**Background:**

The Safety and Loss Management System (SLMS) is a code requirement of the Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard. As an operator of a Gas Distribution and Gathering Systems regulated by Alberta Rural Utilities, Alberta Energy Regulator, and Canada Energy Regulator, the County of Vermilion River must maintain an SLMS to comply with the Alberta Pipeline Act and Rules, Canada Onshore Pipeline Act, and all other applicable Legislation and Regulations, which direct licensees to comply with CSA Z662.

A SLMS is a systematic, comprehensive, and proactive set of interrelated processes for the management of pipelines and facilities. It is intended that the SLMS covers the full pipeline life cycle (design, procurement, construction, operations, and abandonment activities). Distributors are required to develop and implement a documented SLMS for the pipeline system that provides for the protection of people, the environment, and property.

### **ATTACHMENTS**

1. CoVR Safety and Management Loss System

**PREPARED BY:** Brooke Graham & Louis Genest

**DATE:** May 14, 2025

# Safety and Loss Management System (SLMS)



## Safety and Loss Management System Scope

**County of Vermilion River Natural Gas Utility** (The County) is a natural gas distributor providing for the supply of natural gas to its members and customers. This SLMS is an integrated framework that provides a systematic approach to planning, implementing, measuring, and improving organizational performance for the distributor's facilities. The SLMS includes the policies, programs, processes, and procedures used by the organization to ensure that it can fulfill all of the tasks required to achieve its objectives in a safe, environmentally sustainable approach. This SLMS defines and enables governance of the program, prioritization, and decision making for the life cycle of the system.

The County is committed to supplying resources required for the SLMS for the pipeline system that will provide protection for people, the environment, and property.

### Safety & Loss Management System

#### Quality Management Plan

- *Agreement with Province of Alberta concerning Quality of Construction, Operations and Maintenance*
- *Commitment to compliance with applicable Legislation and Regulations*

#### Integrity Management Plan

- *Internal Document regarding management of risks association with pipeline integrity throughout the lifecycle of the pipeline system*
- *Identifies risks, mitigations, and corrective actions*

#### Operations & Maintenance Plan

- *Internal policies and procedures associated with operations and maintenance required to comply with QMP and IMP*
- *Focuses on maintaining a safe and reliable system as well as safety of staff, customers, and general public*

# Safety and Loss Management System (SLMS)



## Life Cycle Approach

The County is committed to managing a SLMS that will address the entire life cycle of the pipeline system.

The pipeline life cycle is defined in the CSA Z662 as the period of time including design, procurement, construction, operation, and abandonment.

## Process Approach

The County shall have documented processes in place for the design, procurement, construction, operation and maintenance, and abandonment of the pipeline system.

### Governing Documents

Document Name	Location	Internal/External	Description
CSA Z662 Oil and Gas Pipeline Standard	CSA Website / Paper Copies in Office	External	Code pertaining to installation and operation of natural gas transmission and distribution infrastructure
Health and Safety Policies	T:/Approved Safety Policies	Internal	Internal policies governing health and safety program – CoR certified
<i>Pipeline Act</i>	King's Printer	External	This Act establishes a regulatory regime administered by the Alberta Energy Regulator for the construction and operation of certain pipelines in Alberta.
<i>Pipeline Rules</i>	King's Printer	External	This regulation, made under the Pipeline Act, establishes the requirements governing the licensing, design, construction, operation, and maintenance of energy industry pipelines. Provisions for discontinuing, abandoning, removing, resuming, pipelines are also contained in the regulation.
Quality Management Program	S:/Gas Dept/SLMS	Internal	An agreement with the Province of Alberta under section 5 of the <i>Gas Distribution Act</i> that the rural gas utility is designed, constructed, operated, and maintained in accordance with the Act's section 2 requirements.
Integrity Management Program	S:/Gas Dept/SLMS	Internal	Specifies the practices that are used by the County to ensure public safety, environmental protection, and operational reliability.
Federation O&M Manual	OneDrive/CoVR/Manuals or FedGas.com	External	Provides recommended guidelines for the operation and maintenance of rural Alberta natural gas utilities.
Technical Standards Manual	OneDrive/CoVR/Manuals or Alberta.ca	External	Provide a guide towards the safe design, construction, and operation of a gas distribution system.
Policy AD 004 – Purchasing Policy	T:/Policies - Approved	Internal	Provides direction and guiding principles for all Procurement of Goods and Services and ensures Procurement of Goods and Services comply with applicable legislation, regulations, or agreements.
Policy FI 006 – Credit Card	T:/Policies – Approved	Internal	Establishes a clear guideline for the authorization and use of County Credit Cards

# Safety and Loss Management System (SLMS)



AER Directives	Aer.ca	External	All applicable directives pertaining to operation and maintenance and abandonment.
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## Management Responsibility and Policy

The County is committed to distributing natural gas through a pipeline system. The pipeline system shall be designed, constructed, operated, and maintained in compliance with regulatory and legal requirements. A review of the SLMS shall occur to ensure effectiveness, to review objectives and ensure compliance as per CSA Z662, Clause 3.

This shall be achieved by:

- Annual Council review and approval of the SLMS policy
- Sharing the results of the review with all levels of the organization

## Leadership Commitment

The County's Council shall be fully committed to the SLMS.

This shall be achieved by:

- Initial Review, Input, and Approval of the SLMS
- Allocating funds, through budgeting, to ensure SLMS compliance
- Compliance with the Quality Management Plan (QMP)
- Annual review of the SLMS with Management

## Organization, Responsibilities and Authorities, and Management Representative

The County shall maintain an organization chart identifying responsibilities in accordance with the requirement of this SLMS. The Director of Gas Utility has been appointed as SLMS Program Manager responsible to the Council to ensure SLMS compliance.

### Governing Documents

Document Name	Location	Internal/External	Description
Organizational Chart	S:/Org. Chart	Internal	Provides CoVR's internal structure.
Job Descriptions – Gas Utility	S:/Gas Dept/SLMS/Organizational Commitment/Job Descriptions	Internal	Provide an overview of roles within the Gas Utility.
Succession Plan	S:/Gas Dept/SLMS/Organizational Commitment	Internal	Provides and identifies future staffing needs to ensure operations continue to run without interruption.

# Safety and Loss Management System (SLMS)



## Management of Resources and Provision of Resources

The County shall provide adequate resources through its' annual budget to ensure SLMS compliance.

## Financial Management

The County is committed to ensuring that all customers are charged fairly and equitably. The billing process shall meet regulatory and legal requirements.

This shall be achieved by:

- External audits annually
- Trial balances of the General Ledger and RUBIS bi-monthly
- Gas balancing monthly
- Federal & Provincial reporting

### Governing Documents

Document Name	Location	Internal/External	Description
<i>Municipal Government Act</i>	Alberta King's Printer	External	Governing legislation for Alberta Municipalities
Policy NG 013 – Pipeline URW/ Access/Crop Damages	T:/Policies - Approved	Internal	This policy identifies the method for compensation of landowners for pipeline easements/right-of-way, temporary access, and damage to seeded crop and pasture.
Policy NG 014 – Natural Gas Infill Financing	T:/Policies – Approved	Internal	This policy authorizes the provision of financing options to customers for new residential and agricultural gas services.
Policy NG 016 – Gas Billing Policy	T:/Policies – Approved	Internal	This policy establishes a consistent process establishment of gas accounts, monthly billing, collection of delinquent accounts and termination of accounts.
Policy NG 017 – Natural Gas Billable Projects	T:/Policies – Approved	Internal	This policy establishes a process for approval of billable services carried out by the County Gas Utility.
Annual Gas Utility Rate Bylaw	T:/Bylaws – Approved	Internal	A bylaw to regulate and control the production, distribution, and use of natural gas, as well as set rates for service.



# Safety and Loss Management System (SLMS)



## Human Resources and Training and Competency

The County shall employ qualified personnel or contractors and support participation in training programs as required to safely construct, operate, and maintain the pipeline system. The system requirements will determine the applicable qualifications required.

### Governing Documents

Document Name	Location	Internal/External	Description
Federation O&M Manual	OneDrive/CoVR/Manuals or FedGas.com	External	Provides recommended guidelines for the operation and maintenance of rural Alberta natural gas utilities.
Policy SA 001 – Municipal Safety Policy	T:/Policies – Approved	Internal	Provide an overview of the County of Vermilion River Health and Safety Program, as well as outline individual roles within the Safety Program.
Policy SA 003 – Safety Training Directive	T:/Policies – Approved	Internal	Provide general and specialized safety and related training throughout all levels of the County of Vermilion River.
Health & Safety Management System	S:/Safety 2024/FedGas-HSMS	Internal	Forms the foundation of a comprehensive and effective management system aimed at safeguarding the health and safety of our employees, contractors, the public, and the environment.
Federation Training	FedGas.com	External	Required vs. Recommended Training
Directive GASUT - 003 Staff Training & Development	S:/SLMS/Directives	Internal	This Directive sets out minimum required levels of training/ qualifications for tasks carried out by the Gas Utility.
Competency Assessments	S:/Safety 2024/Competency and Training	Internal	Assess whether a worker is adequately qualified, suitably trained and with sufficient experience to safely perform work without supervision or with only a minimal degree of supervision.

# Safety and Loss Management System (SLMS)



## Contractor Services

The County shall only hire qualified contractors as determined by the County's Health and Safety Policies and Procedures criteria. Contractors will be assessed for work performance, compliance and must abide by the County's Health and Safety Policies and Procedures and/or Occupational Health and Safety Regulations, whichever is most stringent. The contractor will be monitored, and any inconsistencies will be immediately brought forward and rectified.

### Governing Documents

Document Name	Location	Internal/External	Description
Policy SA 007 – Sub-Contractor/Contractor Policy/Directive	T:/Policies – Approved	Internal	Provides compliance requirements for Contractors/Sub-Contractors hired by the County.
<i>Occupational Health and Safety Act</i>	King's Printer	External	The OHS Act sets out the framework for health and safety in Alberta's workplaces.

## Infrastructure

The County shall identify, provide, and maintain all infrastructure necessary for the effective implementation of the SLMS.

This shall be achieved by maintaining and following the Asset Management Plan, O&M Manual, Quality Management Plan, and Integrity Management Program.

## Work Environment

The County shall take into consideration the human and physical factors of the work environment to provide trained and competent personnel who have the ability to do the work safely and effectively. This includes the provision of proper equipment to work in the environment that is to be expected, including properly equipped vehicles, PPE, gas monitoring equipment, tools, etc.

### Governing Documents

Document Name	Location	Internal/External	Description
Federation O&M Manual – Tools & Equipment section	OneDrive/CoVR/ Manuals or FedGas.com	External	Provides recommended tools & equipment to be owned by the County or to have available.
Policy SA 002 – Safety Inspection Directive	T:/Policies – Approved	Internal	To preserve the County of Vermilion River's material resources and ensure the safety of its personnel by identifying and addressing unsafe workplace hazards, practices and conditions.
Policy SA 003 – Safety Training Directive	T:/Policies – Approved	Internal	Provide general and specialized safety and related training throughout all levels of the County of Vermilion River.

## Safety and Loss Management System (SLMS)



Policy SA 004 – Maintenance Program Directive	T:/Policies – Approved	Internal	Provide a Maintenance Program to maintain all tools and equipment in a condition that will maximize the safety of all personnel.
Policy SA 005 – Personal Protective Equipment	T:/Policies – Approved	Internal	Provide PPE practices & maintenance requirements.
Policy SA 017 – Vehicle Safety Policy	T:/Policies – Approved	Internal	Intended to provide policies that identify with the operation and compliance to ensure best practices and that all applicable provincial legislation is complied with.
Policy SA 018 – PPE – Safety Boot Allowance	T:/Policies – Approved	Internal	To ensure employee safety by contributing towards the purchase of Personal Protective Equipment.
Policy PE 007 – Respectful Workplace Policy	T:/Policies – Approved	Internal	Establishes policies and procedures to minimize and prevent violence, including domestic and sexual violence and unacceptable behavior in the workplace and to fasten the safety and security of Employees, customers, and visitors to our worksites.
Policy PE 016 – Benefit Services	T:/Policies – Approved	Internal	Recognizes the necessity and benefit to both the County operations and personnel to provide benefit services that enhance employee health and wellness, provide a safety net during times of illness and disability, and contribute to the recruitment and retention of employees.

### Communication

The County shall have in place an effective communication system so that all employees, management, and Council members are cognizant of the working of the SLMS.

Communication shall include, but is not limited to:

- Regular Council meetings
- Regular staff meetings
- Regular safety meetings
- Following the Federation O&M Manual - Pre-Job Meeting section (Hazard Assessments, Safe Work Permits, etc.)

# Safety and Loss Management System (SLMS)



## Documents and Records, Control of Documents, and Control of Records

The County shall have procedures for collecting, retaining, and revising documentation related to design, construction, operation, and maintenance of their pipeline system. Any policy, procedure, process, records, and objectives must be documented. All documentation must be current, legible, and accessible.

### Governing Documents

Document Name	Location	Internal/External	Description
Federation O&M Manual	OneDrive/CoVR/Manuals or FedGas.com	External	Provides recommended guidelines for the operation and maintenance of rural Alberta natural gas utilities.
Quality Management Program	S:/Gas Dept/SLMS	Internal	An agreement with the Province of Alberta under section 5 of the <i>Gas Distribution Act</i> that the rural gas utility is designed, constructed, operated, and maintained in accordance with the Act's section 2 requirements.
Integrity Management Program	S:/Gas Dept/SLMS	Internal	Specifies the practices that are used by the County to ensure public safety, environmental protection, and operational reliability.
Policy AD 032 – Records and Information Management	T:/Policies – Approved	Internal	To provide for the systematic control of the creation, use, maintenance, storage, security, retrieval and disposition of Records created or received by the County in the conduct of its operations.
Bylaw 20-01 Records and Information Management Bylaw	T:/Bylaws – Approved/2020	Internal	Purpose of managing the County's corporate records in accordance with the <i>Freedom of Information and Protection of Privacy Legislation</i> and the <i>Municipal Government Act</i> .

## Control

The County shall implement core control processes defined as Management of Change and Continual Improvement along with sections A8 and A9.

### Governing Documents

Document Name	Location	Internal/External	Description
CSA Z662 Oil and Gas Pipeline Standard	CSA Website / Paper Copies in Office	External	Code pertaining to installation and operation of natural gas transmission and distribution infrastructure
Health and Safety Policies	T:/Approved Safety Policies	Internal	Internal policies governing health and safety program – CoR certified
<i>Pipeline Act</i>	King's Printer	External	This Act establishes a regulatory regime administered by the Alberta Energy Regulator for the construction and operation of certain pipelines in Alberta.

## Safety and Loss Management System (SLMS)



<i>Pipeline Rules</i>	King's Printer	External	This regulation, made under the Pipeline Act, establishes the requirements governing the licensing, design, construction, operation, and maintenance of energy industry pipelines. Provisions for discontinuing, abandoning, removing, resuming, pipelines are also contained in the regulation.
Quality Management Program	S:/Gas Dept/SLMS	Internal	An agreement with the Province of Alberta under section 5 of the <i>Gas Distribution Act</i> that the rural gas utility is designed, constructed, operated, and maintained in accordance with the Act's section 2 requirements.
Integrity Management Program	S:/Gas Dept/SLMS	Internal	Specifies the practices that are used by the County to ensure public safety, environmental protection and operational reliability.
Federation O&M Manual	OneDrive/CoVR/Manuals or FedGas.com	External	Provides recommended guidelines for the operation and maintenance of rural Alberta natural gas utilities.

## Project Management, Planning, Project Change Control, and Project Review

The County shall have a documented process for Project Management.

A project consists of a set of coordinated and controlled activities (eg. planning, design, project control, and project review) with start and finish dates, undertaken to achieve an objective conforming to specific requirements, including the constraints of time, cost, and resources.

### Governing Documents

Document Name	Location	Internal/External	Description
Integrity Management Program	S:/Gas Dept/SLMS	Internal	Specifies the practices that are used by the County to ensure public safety, environmental protection, and operational reliability.
Policy AD 004 – Purchasing Policy	T:/Policies - Approved	Internal	Provides direction and guiding principles for all Procurement of Goods and Services and ensures Procurement of Goods and Services comply with applicable legislation, regulations, or agreements.
Directive GASUT 002 – Construction Management	S:/Gas Dept/SLMS/Directives	Internal	This Directive establishes a clear process for the management of construction projects.

# Safety and Loss Management System (SLMS)



## Risk Management

The County shall have a process for identifying, assessing, and controlling risks that can lead to failure or an external interference incident.

### Governing Documents

Document Name	Location	Internal/External	Description
Pipeline Risk Management System	<a href="https://gis.county24.com">https://gis.county24.com</a>	Internal	Identification of potential risks, mitigations, and risk scoring for high pressure (>690 kPa) pipelines by pipeline segment
CSA Z662 Oil and Gas Pipeline Standard	CSA Website / Paper Copies in Office	External	Code pertaining to installation and operation of natural gas transmission and distribution infrastructure
Health and Safety Policies	T:/Approved Safety Policies	Internal	Internal policies governing health and safety program – CoR certified
<i>Pipeline Act</i>	King's Printer	External	This Act establishes a regulatory regime administered by the Alberta Energy Regulator for the construction and operation of certain pipelines in Alberta.
<i>Pipeline Rules</i>	King's Printer	External	This regulation, made under the Pipeline Act, establishes the requirements governing the licensing, design, construction, operation, and maintenance of energy industry pipelines. Provisions for discontinuing, abandoning, removing, resuming, pipelines are also contained in the regulation.
Quality Management Program	S:/Gas Dept/ SLMS	Internal	An agreement with the Province of Alberta under section 5 of the <i>Gas Distribution Act</i> that the rural gas utility is designed, constructed, operated, and maintained in accordance with the Act's section 2 requirements.
Integrity Management Program	S:/Gas Dept/SLMS	Internal	Specifies the practices that are used by the County to ensure public safety, environmental protection, and operational reliability.
Federation O&M Manual	OneDrive/CoVR/ Manuals or FedGas.com	External	Provides recommended guidelines for the operation and maintenance of rural Alberta natural gas

## Safety and Loss Management System (SLMS)



			utilities.
Technical Standards Manual	OneDrive/CoVR/Manuals or Alberta.ca	External	Provide a guide towards the safe design, construction, and operation of a gas distribution system.
Hazard Assessments	Paper copies in County Safety coordinator files/copies in vehicles/Digital copies in Elements	Internal	Pre-job assessment to identify hazards and help minimize the level of risk.

### Design, Planning, and Design Control

The County shall use the services of a Professional Engineer (recognized by APEGA) to establish things such as pipe and station design, materials, minimum end of line pressure, route selection, testing and material requirements, as set out in Directive Gas UT-005 Engineering & System Design, as well as following the governing documents.

#### Governing Documents

Document Name	Location	Internal/External	Description
<i>Gas Distribution Act</i>	King's Printer	External	Enables an authorized individual to set the standards for the design, construction, operation, and maintenance of rural gas utilities and low pressure distribution systems. The Act also outlines provisions for dealing with takeover by an urban gas utility and compensation issues related to annexation of a franchise area.
<i>Pipeline Act</i>	King's Printer	External	This Act establishes a regulatory regime administered by the Alberta Energy Regulator for the construction and operation of certain pipelines in Alberta.
<i>Pipeline Rules</i>	King's Printer	External	This regulation, made under the Pipeline Act, establishes the requirements governing the licensing, design, construction, operation, and maintenance of energy industry pipelines. Provisions for discontinuing, abandoning, removing, resuming, pipelines are also contained in the regulation.
<i>Occupational Health and Safety Act</i>	King's Printer	External	The OHS Act sets out the framework for health and safety in Alberta's workplaces.
CSA Z662 Oil and Gas Pipeline	CSA Website / Paper Copies in	External	Code pertaining to installation and operation of natural gas transmission

# Safety and Loss Management System (SLMS)



Standard	Office		and distribution infrastructure
CSA Z246.2 Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems	CSA Website / Paper Copies in Office	External	This Standard provides requirements for a continual improvement process to develop, implement, maintain, and evaluate an emergency preparedness and response program. This helps operators in the industry to be prepared to respond to an emergency that affects people, the environment, or property.
CSA B149.1 Natural Gas and Propane Installation Code	CSA Website / Paper Copies in Office	External	Provides important guidance on how to do your job safely -- from handling and storage of natural gas and propane, to safe and effective installation of related appliances and equipment, and more.
Technical Standards Manual	OneDrive/CoVR/ Manuals or Alberta.ca	External	Provide a guide towards the safe design, construction, and operation of a gas distribution system.
Federation O&M Manual	OneDrive/CoVR/ Manuals or FedGas.com	External	Provides recommended guidelines for the operation and maintenance of rural Alberta natural gas utilities.
Directive Gas UT- 005 Engineering & System Design	S: Drive/Gas Dept/SLMS/ Directives	Internal	This Directive sets out the guidelines for when the Gas Utility will consult an engineer.

## Procurement

The County shall have a quality assurance procedure that identifies approved contractors, suppliers, pipeline specifications, material inspection data sheet (MIDS), test reports, joining and inspection records, cathodic protection system design and performance. The County shall follow engineers' recommendations.

### Governing Documents

Document Name	Location	Internal/External	Description
Policy AD 004 – Purchasing Policy	T:/Policies - Approved	Internal	Provides direction and guiding principles for all Procurement of Goods and Services and ensures Procurement of Goods and Services comply with applicable legislation, regulations, or agreements.
Policy SA 007 – Sub- Contractor/Contractor Policy/Directive	T:/Policies – Approved	Internal	Provides compliance requirements for Contractors/Sub-Contractors hired by the County.
Directive Gas UT- 007 Materials	S: Drive/Gas Dept/SLMS/ Directives	Internal	This Directive outlines the procedures used to purchase materials, specifically for the Gas System pipeline.



# Safety and Loss Management System (SLMS)



## Construction and Control of Construction

The County shall have a construction process in place before commencement of any project(s).

### Governing Documents

Document Name	Location	Internal/External	Description
<i>Pipeline Rules</i>	King's Printer	External	This regulation, made under the Pipeline Act, establishes the requirements governing the licensing, design, construction, operation, and maintenance of energy industry pipelines. Provisions for discontinuing, abandoning, removing, resuming, pipelines are also contained in the regulation.
Alberta Technical Standards and Specification Manual for Natural Gas Distribution Systems	Gov.ab.ca	External	Provides a guide towards safe design, construction and operation of a gas distribution system.
AER Directive 056 - Energy Development Applications and Schedules	Aer.ca	External	This directive contains the technical requirements for applying to construct pipelines over 690kPa (100 psi).
Policy NG 013 – Pipeline URW/ Access/Crop Damages	T:/Policies - Approved	Internal	This policy identifies the method for compensation of landowners for pipeline easements/right-of-way, temporary access, and damage to seeded crop and pasture.
Policy NG 014 – Natural Gas Infill Financing	T:/Policies - Approved	Internal	This policy authorizes the provision of financing options to customers for new residential and agricultural gas services.
Policy NG 017 – Natural Gas Billable Projects	T:/Policies - Approved	Internal	This policy establishes a process for approval of billable services carried out by the County Gas Utility.
Policy AD 004 – Purchasing Policy	T:/Policies - Approved	Internal	Provides direction and guiding principles for all Procurement of Goods and Services and ensures Procurement of Goods and Services comply with applicable legislation, regulations, or agreements.
Policy SA 007 – Sub-Contractor/Contractor Policy/Directive	T:/Policies – Approved	Internal	Provides compliance requirements for Contractors/Sub-Contractors hired by the County.
Annual Gas Utility Rate Bylaw	T:/Bylaws – Approved	Internal	A bylaw to regulate and control the production, distribution, and use of natural gas, as well as set rates for

## Safety and Loss Management System (SLMS)



			service.
Directive GASUT 002 – Construction Management	S:/Gas Dept/SLMS/ Directive	Internal	This Directive establishes a clear process for the management of construction projects.

### Qualification of Processes for Construction and Installation

The County shall only use pre-approved processes and procedures for construction. Processes or procedures not pre-approved will require an engineered procedure/assessment.

### Identification and Traceability

The County shall have a process in place for tracking and identifying pipeline system components or products as per the County's IMP. Pipeline system components will be tracked with paper asbuilts or digitally with the GIS mapping system. Tracking will be done within the Work Order System (Elements), as well as hard copies filed where applicable (eg. Quality Assurance packages). Paper copies will be filed in the Reg Station files located at the Gas Shop.

#### Governing Documents

Document Name	Location	Internal/External	Description
Integrity Management Program	S:/Gas Dept/SLMS	Internal	Specifies the practices that are used by the County to ensure public safety, environmental protection, and operational reliability.
Directive Gas UT-001 Management of Change	S: Drive/Gas Dept/SLMS/ Directives	Internal	Establishes a clear process for managing changes to the Gas System Specifically establishes when QA packages are required.

### Operations and Maintenance

The County maintains an Operations and Maintenance Manual under the Federation of Alberta Gas Co-ops Group.

#### Governing Documents

Document Name	Location	Internal/External	Description
Federation O&M Manual	OneDrive/CoVR/ Manuals or FedGas.com	External	Provides recommended guidelines for the operation and maintenance of rural Alberta natural gas utilities.

### Pipeline System Integrity Management

# Safety and Loss Management System (SLMS)



The County maintains an Integrity Management Program (IMP) which is approved by Council on an annual basis.

## Governing Documents

Document Name	Location	Internal/External	Description
Integrity Management Program	S: Drive/Gas Dept/SLMS	Internal	Specifies the practices that are used by the County to ensure public safety, environmental protection, and operational reliability.

## Engineering Assessments

The County shall have a process for conducting engineering assessments by a Professional Engineer (recognized by APEGA).

### Governing Documents

Document Name	Location	Internal/External	Description
Directive Gas UT-005 Engineering & System Design	S: Drive/Gas Dept/SLMS/ Directives	Internal	This Directive sets out the guidelines for when the Gas Utility will consult an engineer.

## Engineering Assessment Process, Methodology, and Documentation

The County shall use a Professional Engineer (recognized by APEGA) to perform all engineering assessments when the scope of work is beyond routine procedures. The process, methodology, and documentation will be established with the Professional Engineer prior to the assessment.

### Governing Documents

Document Name	Location	Internal/External	Description
Directive Gas UT-005 Engineering & System Design	S: Drive/Gas Dept/SLMS/ Directives	Internal	This Directive sets out the guidelines for when the Gas Utility will consult an engineer.

## Management of Change

The County shall have in place a written process to convey all significant impacts/changes on the safe operation of the Utility.

### Governing Documents

Document Name	Location	Internal/External	Description
Directive Gas UT-001 Management of Change	S:/Gas Dept/SLMS/ Directives	Internal	This Directive establishes a clear process for managing changes to the Gas System

# Safety and Loss Management System (SLMS)



This shall apply to:

- Changes to facilities, equipment, and technology
- Changes to procedures or practices
- Changes to technical requirements
- Changes to physical environment (eg. land development)

## Management of Change Process

The County shall have a process that includes identification and analysis of changes, documentation of changes, approval of changes, implementation and communication sharing of changes and a review process of the effectiveness of the changes made.

This is achieved by:

- Monthly health & safety meetings
- Federation O&M Manual amendment review
- Council meetings
- Key personnel changes via job descriptions and operational hierarchy
- Facility, equipment, and technology changes via virtual and hands on training
- Yearly reviews and audits (eg. internal audits, O&M Audits, financial audits, etc.)

## Continual Improvement and Objectives

The County shall establish relevant measurable and consistent objectives and targets for improvement to achieve the SLMS goals.

This may be achieved by establishing targets including, but not limited to:

- Gas Balancing
- Asset Management including Reserve Balances, Asset Improvement/Replacement Investment
- Health and Safety Targets

## Reporting

The SLMS Program Manager will report annually to the County's Council the status and progress on meeting the established targets.

## Learning from Events

The County will discuss and keep a record of any events that have or could have affected the safety and operation of the pipeline system, assets, personnel, and the environment. Records are stored in the Work Order System (Elements) and within the Health and Safety Manager Filing System.

### Governing Documents

Document Name	Location	Internal/External	Description
Policy SA 006 – Investigation Directive	T:/Policies – Approved	Internal	To outline the procedure for reporting and investigating incidents and near-misses thereby ensuring effective investigations of work-related incidents and injuries and

## Safety and Loss Management System (SLMS)



			promoting the reduction and elimination of future incidents.
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### Performance Monitoring

The County will continually monitor the performance and conformance of reaching its objectives and targets as established. This will be done by annual reviews of the SLMS.

### Conformance Monitoring

The County is committed to conformance monitoring of the procedures with regular reviews and periodic audits to confirm compliance.

This is achieved through:

- The Federation's Operation and Maintenance Committee's Standards review process
- The Federation external operation and maintenance audit process
- Regular self-review of the SLMS

### Control of Nonconformance

The County will identify any nonconformance to this SLMS and take corrective actions and evaluate effectiveness to mitigate any impacts.

### Management Review, Review Input and Output

The SLMS Program Manager shall be responsible to review and evaluate the SLMS. If improvements are required, they shall be implemented and documented.

Reviews of the SLMS shall include but not limited to:

- Compliance with the QMP
- Implementation of the IMP
- Following the Federation O&M Manual
- Following the County's Health and Safety Policies and Procedures

# Safety and Loss Management System (SLMS)



## Declaration, Commitment, and Authority

**The County of Vermilion River Natural Gas Utility** (The County) is committed to the development and implementation of a documented Safety and Loss Management System (SLMS) for the pipeline system that provides protection of people, the environment, and property.

The Council fully supports the SLMS in its entirety and accepts that all the terms, conditions, and commitments are being satisfied based on an annual report and confirmation by the SLMS Program Manager.

\_\_\_\_\_  
Reeve Signature:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Chief Administrative Officer Signature:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Gas Utility Director Signature:

\_\_\_\_\_  
Date:

**COMMITTEE MEETING DATE: 2025-05-20**

## **BRIEFING NOTE - TO COMMITTEE**

### **SUBJECT**

**BILL 49: PUBLIC SAFETY AND EMERGENCY SERVICES STATUTES AMENDMENT ACT**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee receive the Rural Municipalities of Alberta (RMA) report regarding changes proposed to the Public Safety and Emergency Services Statutes Amendment Act concerning Policing and Emergency Management as information.

### **DETAILS**

**Background:** The Province has tabled Bill 49, with the goal of amending the *Police Act* and *Emergency Management Act*.

The following are summaries of some of the changes proposed:

#### ***Police Act - Changes***

The Province has tendered legislative amendments to enable the creation of the Independent Alberta Police Services (IAPS), and will allow municipalities of any size, the option of entering into agreements with those policing agencies outlined in the *Police Act*, as well, it states that an IAPS may provide services in all or any part of Alberta, not just those that have requested. Hypothetically, this could mean the Province is moving to transitioning away from the RCMP and over to a Provincial Police force. Part of the amendments include oversight and the rules of the Lieutenant Governor, particularly as it relates to regulations, budgeting and operational priorities.

The RMA has responded with some questions centered around an outstanding resolution, 12-24F, tabled at convention, asking for details from the Province on breakdown cost, and how that relates to the Provincial Policing Funding Model. They have listed out a series of “unanswered questions” (Pg. 10) that they are hoping to bring before the Minister of Public Safety and Emergency Services.

### ***Emergency Management Act – Changes***

If passed, it would outline the powers and processes available to both the Provincial & Local Government to respond to emergencies like floods, wildfires or pandemics.

Amendments include a change in language reinforcing the rights of individuals and their property during emergency situations, update the term of “emergency”, and streamline the powers of the Minister when exercising power in Provincial emergency declarations.

Of note, are changes to funding tools designed to simplify compensation for damages, assistance for rebuilding and improving funding for prevention and proactive planning.

The RMA has responded with some additional questions (Pg. 17) that they wish to place before the Minister, including language definitions for the term “sudden and temporary” as it pertains to declarations, as well as how certain terminology may impact funding and cost recovery.

The main issue with the proposed amendment centers around the circumstances that the Minister believes must exist to “override” municipal authority during an emergency, and how that may impact cost recovery.

Discussion:

#### **Relevant Policy/Legislation Practices:**

- Police Act
- Emergency Management Act
- RMA Resolution #12-24F

Desired Outcome (s):

**Response Options:** Question may be directed to RMA

## **IMPLICATIONS OF RECOMMENDATION**

Organizational: No immediate impact, however, a change in Bill 49 may result in the County reviewing policing models of service.

Financial:





Communication Required:

Implementation:

Council Goal:

## ATTACHMENTS

- Bill 49: Public Safety and Emergency Services Statutes Amendment Act (RMA)
- RMA Resolution 12-24F

PREPARED BY: Kirk Hughes, Director of Protective Services and Emergency Management

DATE:2025-05-08

# Bill 49: Public Safety and Emergency Services Statutes Amendment Act

RMA Member Resource

May 2025

## Bill 49

Bill 49: the *Public Safety and Emergency Services Statutes Amendment Act, 2025* makes significant changes to the *Police Act* and the *Emergency Management Act*, both with impacts on RMA members.

This member resource is intended to serve as a combination summary and analysis of the changes made to both Acts through Bill 49. The document provides an overview of what the changes to each Act mean, how they relate to current RMA advocacy work, and guiding questions that members can ask to ensure that their concerns with these changes are being addressed at the provincial level.

# Police Act Changes

## Introduction

Legislative amendments to enable the creation of the IAPS. Bill 49 allows for the establishment of a Crown corporation to form the IAPS and deliver police services independent of the government. Municipalities will also now have the option of receiving policing services directly from the IAPS instead of through the RCMP or other means currently outlined in the *Police Act*.

From 2020 to 2022, RMA was involved in engagements with the GOA regarding the creation of the Alberta Provincial Police Service (APPS). Throughout these engagements, RMA maintained that the creation of the APPS should not take place unless a detailed feasibility study proves that such an approach will reduce provincial and municipal policing costs and enhance service levels across the province. RMA released [multiple resources](#) for members to utilize in their advocacy on this issue that are at least partially relevant to the potential impacts of Bill 49. There appears to be many parallels between the APPS and the proposed IAPS that RMA intends to unpack in this document and through further analysis.

In Fall 2024, RMA members passed [Resolution 12-24F](#): Accountability in the Establishment of an Independent Agency Police Service in Alberta. This resolution calls for the GOA to be transparent in the costs associated with the creation of an IAPS, as well as a breakdown of costs borne by municipalities through the Police Funding Model. It also clearly states that an IAPS should not be introduced until there is substantive consultation and quantifiable significant majority support from municipalities and Albertans-at-large. RMA is committed to ensuring that members' concerns with the IAPS are heard.

Bill 49 enables the Minister or Cabinet to take significant steps forward in forming the IAPS, especially in relation to its governance structure and resourcing. However, it provides little clarity as to what those steps will be or how the IAPS will be structured, because the majority of the power to next steps are conferred on the Minister and Cabinet in the form of regulation-making authority, rather than concrete legislative requirements to be worked towards. The summary/analysis below is focused on what RMA learned from reviewing Bill 49. While some definitive next steps are visible in Bill 49, much of what we learned is that risks and a lack of clarity remain related to implementation and the extent to which the direction of the IAPS will be based on public input and transparency.

## Bill 49: What we Learned

Police Act Change or Amendment	What we Learned	Analysis
<p>(2) Section 4 is amended</p> <p>(a) in subsection (2) by adding the following after clause (d):</p> <p>(e) enter into an agreement for the provision of municipal policing services under section 33.75.</p> <p>...</p> <p>33.75 The council of a municipality referred to in section 4(2) or (5) may enter into an agreement with an independent agency police service for the provision of policing services specifically for the municipality.</p>	<p>This section clarifies that all municipalities in the province will be eligible to enter into a policing agreement with the IAPS.</p>	<p>This is significant because it lays out the direction that the Government of Alberta aims to take with the implementation of the IAPS. It clarifies that regardless of municipal type or size, any municipality will have an opportunity to receive policing services from the IAPS.</p>
<p>33.4(4) An independent agency police service shall be, subject to section 33.94(2), under the general direction of the Minister in matters respecting the provision of policing services to all or any part of Alberta and in matters respecting any additional purposes prescribed for the purpose of subsection (1).</p>	<p>The IAPS may provide services to all or any part of Alberta, not just municipalities that request the service.</p>	<p>This amendment allows for the possibility that the IAPS may take on a greater role than just a locally-contracted policing service for municipalities. This is concerning, especially considering that the details of this section are to be determined by regulations.</p> <p>Based on RMA's interpretation of changes, this could hypothetically result in the IAPS taking a larger role in specialized provincewide policing responsibilities currently conducted by the RCMP. It could also allow the IAPS to have a police presence in municipalities regardless of whether they have an agreement with the IAPS as a contracted partner.</p> <p>The Minister has described the IAPS as operating arms-length from government. However, this section indicates that the Minister will assume "general direction" over the IAPS in relation to "provision of</p>

Police Act Change or Amendment	What we Learned	Analysis
		<p>policing services.” Both terms are very broad and open to interpretation. While other sections of the <i>Police Act</i> are amended to limit the Minister’s power, the language in this section requires significantly more clarity.</p>
<p>33.73(1) An independent agency police service shall prepare budgets and fiscal updates and submit them to the Minister in accordance with the regulations.</p> <p>(2) The Minister shall review a budget submitted under subsection (1) and, subject to an annual appropriation from the Legislature, allocate funds to the independent agency police service that submitted the budget.</p> <p>(3) The independent agency police service that submitted the budget shall disburse the funds allocated by the Minister.</p>	<p>All IAPS are responsible for preparing budgets and fiscal updates to be reviewed by the Minister. The Minister will then allocate funds to the IAPS, pending the allocation of funds in the provincial budget.</p>	<p>Section 33.79(2) (a-c), which was added to the <i>Police Act</i> in 2024, was repealed through Bill 49. These sections conferred responsibility on an IPAB advisory board to review the budget for IAPS.</p> <p>The repealing of ss. 33.79(2)(a-c) combined with the addition of ss. 33.73(1-3) essentially transfer financial oversight of the IAPS from an oversight board to the Minister.</p> <p>There is no information available as to why this change was made, especially considering that the IAPS is not yet in place, so the effectiveness of the oversight board reviewing IAPS budgets has not yet been tested. As explained more below, Bill 49 also reduces the size of the oversight board. In combination, these Bill 49 changes appear to be eroding the arms-length nature of the IAPS before the service has even been developed.</p>
<p>33.76(1) A council that has entered into an agreement for the provision of municipal policing services under section 33.75 shall establish an independent agency police service policing committee in accordance with the regulations.</p> <p>(2) An independent agency police service policing committee shall</p>	<p>Municipalities that choose to enter in an agreement to receive policing service through the IAPS must establish a policing committee. The duties and functions of these policing committees are yet to be determined through the regulations.</p>	<p>The powers, duties, and functions of the IAPS policing committees are to be determined through the regulations, making no further information available at this time. However, there are questions about how the IAPS policing committees will work alongside other policing committees, such as the Provincial Police Advisory Board currently required to represent municipalities</p>

Police Act Change or Amendment	What we Learned	Analysis
<p>have the powers and perform the duties and functions set out in the regulations.</p>		<p>that receive policing services through the Provincial Police Services Agreement.</p> <p>RMA was, and continues to be, a strong advocate for enhanced local input into policing, preferably in the form of policing committees. Instead, communities serviced under Provincial Police Service Agreements will be represented by the Provincial Police Advisory Board – a fifteen-person board that will likely lack the ability to reflect the needs of all the communities that it is meant to serve.</p> <p>RMA supports any opportunity for local input into policing, but these initiatives should be a universal expectation for all policing services in the province to be accountable to. It is unclear why they are being implemented as mandatory for IAPS-delivered policing, but have been removed completely from the <i>Police Act</i> for RCMP-delivered policing.</p>
<p>33.8(1) The Independent Agency Police Service Oversight Board is established, consisting of the Deputy Minister of Public Safety and Emergency Services and 8 other members appointed by the Minister in accordance with the regulations.</p> <p><b>AMENDMENT:</b> Section 33.8(1) is amended by striking out “8” and substituting “up to 8”.</p>	<p>The oversight board will consist of the Deputy Minister of Alberta Public Safety and Emergency Services and up to eight other members as appointed by the Minister. The oversight board will oversee the policing services provided by IAPS, including additional duties and responsibilities laid out in the regulations.</p>	<p>Bill 49 makes a point of ensuring that the IAPS is an arms-length agency from the government. However, the Minister is in charge of appointing members to the oversight board and the only legislatively-directed role is filled by the Deputy Minister of Alberta Public Safety and Emergency Services.</p> <p>Amending s. 33.8(1) to allow the Minister to appoint “up to 8” board members technically allows the Minister to appoint only the Deputy Minister to the oversight board.</p>



Police Act Change or Amendment	What we Learned	Analysis
		<p>Given that the IAPS will appear to play a provincewide function, it is unclear of why the Minister would want to decrease the number of people appointed to the oversight board. From RMA's perspective, allowing such flexibility in the number of oversight board members risks allowing for politicization of the board and could reduce the extent to which the board represents the interests of the communities serviced by the IAPS. While limiting the board to only the DM of Public Safety and Emergency Services is unlikely, it is technically allowable based on this amendment.</p>
<p>33.94(2) The Minister shall not</p> <p>(a) perform the powers, duties or functions of the Oversight Board,</p> <p>(b) provide direction to any member of an independent agency police service, including to the chief,</p> <p>(c) provide any direction, policy, priority, strategy or plan respecting</p> <p>(i) specific investigations,</p> <p>(ii) the conduct of specific operations,</p> <p>(iii) the discipline of any specific member of an independent agency police service,</p> <p>(iv) the day to day administration of an independent agency police service, or</p>	<p>This section clarifies the limits on the Minister's role in directing the operations of the IAPS.</p>	<p>RMA supports the inclusion of s. 33.94(2) as it clarifies that the Minister may not be involved in specific operational or strategic decisions related to police operations.</p> <p>However, RMA would argue that this section is only necessary because other Bill 49 amendments and existing <i>Police Act</i> provisions added in 2024 already blur the line between the Minister's authority and the role of the oversight board and IAPS chief. For example, s. 33.94(1) now states the following:</p> <p>33.94(1) Subject to subsection (2), the Minister shall</p> <p>(a) develop policies and priorities for independent agency police services,</p> <p>(b) provide general directions to the Oversight Board regarding the</p>



Police Act Change or Amendment	What we Learned	Analysis
<p>(v) any other matters prescribed in the regulations,</p> <p>or</p> <p>(d) provide any direction, policy, priority, strategy or plan that</p> <p>(i) requires a member of an independent agency police service to do anything or refrain from doing anything that is inconsistent with the member's duties under this Act, or</p> <p>(ii) prohibits a member of an independent agency police service from collecting information for the purpose of investigating an offence or assisting with the prosecution of an offence.</p>		<p>operations of independent agency police services, and</p> <p>(c) perform additional duties and functions provided for in the regulations for the purposes of this Part.</p> <p>RMA is concerned that empowering the Minister to develop policies and priorities could undermine or erode the intended arm's-length relationship between the Minister and the IAPS, especially as neither term appears to be defined. A more consistent and transparent approach would be to define high-level priorities in the legislation and place responsibility on the oversight board (which has Minister representation) to translate these into specific policy direction.</p>
<p>Regulation-making authority (s. 33.95)</p>	<p>Bill 49 lays out many areas of IAPS operations and governance that will be determined through regulations. The rows below highlight some of the most significant areas of regulation-making authority.</p>	<p>The list of regulation-making authority is excessive. Regulations do not have to go through the legislative process to be passed, and therefore could be implemented or amended with limited consultation or transparency.</p> <p>It appears that nearly every detail of how the government will direct the IAPS to operate is through regulation, or even less clearly, through policies to be developed by the Minister.</p>
<p>33.95 The Lieutenant Governor in Council may make regulations</p> <p>(b) prescribing additional purposes for the purpose of section 33.4(1);</p>	<p>This section allows Cabinet to make a regulation expanding the scope of the IAPS beyond contract policing in specific municipalities.</p>	<p>Expanding the scope of the IAPS could have huge impacts on finances, governance, operations, and capacity. It is concerning that there is not more accountability to Albertans, other policing service providers, municipalities, or the IAPS itself prior to expanding its scope</p>

Police Act Change or Amendment	What we Learned	Analysis
<p>33.95 The Lieutenant Governor in Council may make regulations</p> <p>(c) respecting any matters that the Lieutenant Governor in Council considers necessary or advisable for the establishment and operation of an independent agency police service as a corporation or for the winding up of the affairs of an independent agency police service, including</p> <p>(iii) respecting the size and composition of the board of directors of an independent agency police service;</p> <p>(iv) respecting the appointment of members of the board of directors of an independent agency police service, eligibility and qualifications for membership, the terms of office of members, the termination and disqualification of members, the filling of vacancies and the remuneration and expenses payable to members,</p> <p>(v) respecting the designation of a chair and vice-chair of the board of directors of an independent agency police service,</p> <p>(vi) respecting the powers of the board of directors of an independent agency police service, including regulations respecting the ability of the board of directors to delegate those powers</p>	<p>This section empowers Cabinet to develop regulations related to the formation, composition, and powers of an IAPS board of directors.</p>	<p>Aside from this reference in the regulation-making section, there is no mention of a board of directors anywhere in the legislation.</p> <p>It is unclear where this idea came from or what the intent of having such a board would be, especially considering the legislative requirement for the formation of an oversight board. Given the openness of the regulation-making authority, it is possible that a board of directors could provide direction that undermines or contradicts the oversight board.</p> <p>RMA's interpretation is that the inclusion of a board of directors appears to add unnecessary governance complexity to an already-complex entity. The legislation itself should clearly explain the role of the oversight board and board of directors and how they are expected to co-exist. This appears to be absent from Bill 49 and the <i>Police Act</i>.</p>
<p>33.95 The Lieutenant Governor in Council may make regulations</p>	<p>These sections allow Cabinet to make regulations providing more details on the formation, scope, powers, and remuneration of</p>	<p>It is unclear why the requirement for policing committees is one of the few details solidified in the legislation, but any details regarding</p>

Police Act Change or Amendment	What we Learned	Analysis
<p>(i) respecting the establishment of independent agency police service policing committees;</p> <p>(j) governing the powers, duties and functions of independent agency police service policing committees;</p> <p>(k) respecting the payment of remuneration, gratuities and allowances to members of independent agency police service policing committees under section 33.76(4).</p>	<p>police committees in communities policed by the IAPS.</p>	<p>their powers, etc. will be addressed through regulation. RMA will expect that any further action on developing the role of policing committees, as well as how to best address associated costs, will be undertaken based on engagement with municipal stakeholders.</p>

## Unanswered Questions

Below is a list of questions that RMA has posed to the Minister of Public Safety and Emergency Services regarding the implementation of the IAPS. Please use these questions as you see fit during your municipality's own conversations with the Ministry.

- ♦ What is the rationale for the creation of the IAPS?
- ♦ How will oversight of the IAPS work alongside/interact with the newly formed Provincial Police Advisory Board (PPAB)?
- ♦ What training requirements will the officers of the new policing agency be required to obtain? Will this training be standardized across the province? What will be the cost of this training?
- ♦ How will the IAPS ensure that there are increased service levels and enhanced local input from communities?
- ♦ How will the presence of the IPAS in small municipalities impact the Police Funding Model and municipal obligations to contribute to RCMP contract policing under the Provincial Police Services Agreement?
- ♦ Many of the questions RMA has about the IAPS will be worked out in the regulations. How will the creation of these regulations be approached and how will stakeholders be engaged?
- ♦ Will the Government of Alberta meaningfully engagement with municipalities and Albertans at large during the creation of the regulations and other details related to the implementation of the IAPS?
- ♦ How will the IAPS be impacted by recruitment challenges that are currently affecting other policing services?
- ♦ How will the IAPS work alongside other police services in the province?
- ♦ How will the cost of the IAPS be determined given that the size of the IAPS is dependent on the level of municipal uptake and the scope of responsibilities as determined by the Minister?
- ♦ How will service levels of the IAPS be determined and managed?

- ♦ How will the Government of Alberta ensure that the transition to the IAPS in communities does not negatively impact service in that area?
- ♦ How will the RCMP and IAPS work together to support proper governance and local input within the communities that they serve?
- ♦ Why were municipalities not consulted on this issue prior to the introduction of the legislation?
- ♦ What up-front capital and long-term operational costs would be associated with creating and maintaining the IAPS?
- ♦ Will funding of IAPS mean reduced funding for other public safety initiatives?
- ♦ Where will officers of the new policing agency be based? How will need be determined? Will RCMP detachments serve as hubs for this new agency?
- ♦ What training requirements will the officers of the IAPS be required to obtain? Will this training be standardized across the province? What will be the cost of this training?

## Next Steps

For IAPS to contribute to enhanced community safety, it is imperative that local input is prioritized and that service levels are increased for a lower cost to municipalities. The following challenges continue to be top of mind for RMA as the Government of Alberta moves forward with the implementation of the IAPS. RMA is committed to holding the Government of Alberta accountable on these issues and will keep members informed of any future developments in these areas.

### *Resourcing Challenges*

The Minister has indicated that staffing shortages and delayed response times in rural areas are key reasons for creating the IAPS. However, recruitment and retention of police officers is a challenge, not only throughout the province, but nationwide. Unfortunately, there has been a lack of transparency regarding the current state of policing in Alberta. Without reputable or consistent data being made available to understand the status of policing in the province, there is no evidence to show that a new policing agency would remedy this issue. The resource challenges being faced right now may even be exacerbated if a new policing agency was introduced in the province, because the creation of the IAPS will open new positions without changing the need for officers to fulfill the duties of the Alberta Sheriffs, RCMP, and Community Peace Officers. No information has been released regarding how these challenges will be addressed by creating an IAPS.

### *Cost Challenges*

Budget 2025-26 included an increase in funding for Alberta Sheriffs, but did not reference the IAPS. Without the allocation of funds for this new policing agency, it is unclear how the GOA will approach its implementation or when this transition may be underway. There are concerns that the future budget allocation for the creation of the IAPS may take away funding for other key public safety initiatives, or that municipalities will be expected to take on a disproportionate cost burden for IAPS service delivery.

The IAPS will not be an inexpensive endeavor to pursue. It is important to consider the costs associated with the implementation of a new policy agency. There must be a costed platform associated with the IAPS that is transparent, data driven, and not at a higher cost to municipalities.

Another pressing concern about how the IAPS will work in practice is the effects it will have on the Police Funding Model (PFM). The PFM redistributes responsibility for a portion of frontline policing costs from the Government of Alberta to municipalities that receive policing services through the Provincial Police Service Agreement (PPSA). The PFM is set to expire on March 31, 2026, following an extension of the regulation. Engagements related to the renewal of the regulation are expected to begin sometime this year, but there is no further information on if, how, or when these engagements may occur. Adding a new policing agency will have several impacts on the current PFM, especially considering that the resources needed to effectively manage all other provincial policing costs will not simply just “go away” should some municipalities choose to adopt the IAPS in their community.

### ***Input Challenges***

There was no consultation with communities or community members on whether they support the IAPS, or in relation to funding, governance, service delivery, or other operational considerations. RMA members were clear that engagement is necessary to ensure that the IAPS is the correct path for the safety and security of Albertans. It is essential that engagement is pursued, and that relevant data is shared before moving forward with such a transformative new policing agency. Without this information, it remains unclear how or to what extent the IAPS will be effective or solve any existing challenges.

# Emergency Management Act Changes

## Introduction

If passed, Bill 49 would amend the *Emergency Management Act* (EMA), the legislation that outlines the powers and processes available to the Government of Alberta and local governments to respond to emergencies like floods, wildfires or pandemics. According to the Minister, the changes are intended to strengthen community preparedness and disaster response and recovery, while ensuring an appropriate balance between emergency powers and individual rights.

If passed, amendments will:

- ◆ Add a new preamble to the Act emphasizing Alberta’s commitment to respecting individual and property rights during emergencies.
- ◆ Update the legislated definition of “emergency” to make it clear emergencies are sudden and temporary events, ensuring emergency powers are only used when necessary.
- ◆ Require the Minister of Public Safety and Emergency Services to consult with the Premier, Cabinet or a Cabinet committee before exercising provincial emergency powers, unless immediate action is required.
- ◆ Require the Minister of Public Safety and Emergency Services or the local authority leading the local response to publish details of all relevant orders as soon as practicable using any method necessary to inform those most affected.

## Analysis

Bill 49 does not remove the ability of a municipality to declare a state of local emergency for themselves; the local authority still only needs to report to the Minister upon declaring a state of local emergency. Despite this, there are a number of provisions in Bill 49 that will impact RMA members. Below is an analysis of the relevant changes made in Bill 49.

Previous Status	Amended Status	RMA Summary/Analysis
N/A	<p>Preamble</p> <p>WHEREAS emergencies require the 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 or the environment;</p> <p>WHEREAS the Government of Alberta and local authorities must be vested with sufficient powers to meet emergencies; and</p> <p>WHEREAS the Government of Alberta and local authorities</p>	<p>The preamble attempts to balance the need for government to respond to emergencies through special powers, and the ability of individuals to make decisions for themselves.</p> <p>RMA is not opposed to recognizing this balance in the Act, but it is important to acknowledge that unique powers and controls are often required during emergencies to protect private life and property.</p>

Previous Status	Amended Status	RMA Summary/Analysis
	must have regard to individual rights and freedoms in the exercise of powers under this Act to meet emergencies.	
Section 1(1)(f) “emergency” means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment;	Section 1(1)(f) “emergency” means a sudden and temporary 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 or the environment;	This limits the application of the EMA to events that are unpredictable or occur for a limited duration. What constitutes “sudden” is not defined, and it is unclear if the EMA would be activated only during events that are spontaneous, or if there is an acceptable time limit before an event to which the EMA may be activated. The way in which this definition is interpreted could have significant impacts in terms of the ability of a municipality to exercise emergency powers, so further clarity is crucial.
<p>6 The Lieutenant Governor in Council may make regulations</p> <p>...</p> <p>(c) governing the assessment of damage or loss caused by a disaster and the payment of compensation for the damage or loss;</p> <p>(c.1) respecting the providing of funding for the reimbursement of costs incurred by local authorities and individuals in connection with measures taken to reduce or mitigate potential flood hazards, including, without limitation, regulations</p> <p>(i) prescribing or describing the measures to be taken to reduce or mitigate potential flood</p>	<p>6(1) The Lieutenant Governor in Council may make regulations</p> <p>...</p> <p>(c) governing the assessment of damage or loss caused by a disaster and the provision of financial or other assistance for the damage or loss;</p> <p>(c.1) respecting the provision of financial or other assistance in connection with measures taken to reduce or mitigate potential hazards, including regulations</p> <p>(i) respecting the measures to be taken to reduce or mitigate potential hazards that are eligible for the provision of</p>	<p>This EMA amendment would allow funding through a broader array of tools, from simple compensation for damages suffered during an “emergency” under the EMA, to compensation for the damage, funding assistance to rebuild lost and damaged structures, and the implementation of prevention measures for eligible hazards.</p> <p>The amendments as they currently exist appear to lay the groundwork for the development and implementation of emergency response plans, hazard mitigation, and compensation for damage resulting from a declared emergency; they do not, however, provide direct funding for these measures.</p>

Previous Status	Amended Status	RMA Summary/Analysis
<p>hazards that are eligible for the reimbursement of costs, and</p> <p>(ii) governing the procedures applicable to and the proof required for the reimbursement of costs;</p> <p>(c.2) respecting the filing and removal of caveats against titles to land in a flood fringe or floodway, as those terms are defined pursuant to a disaster recovery program administered under the regulations;</p>	<p>financial or other assistance, and</p> <p>(ii) respecting the procedures applicable to and the proof required for the provision of financial or other assistance;</p> <p>(c.11) respecting the applicants to whom financial or other assistance may be provided, including establishing classes of applicants and providing differently for those classes;</p> <p>(c.2) respecting the filing and removal of caveats against titles to land in a flood fringe or floodway, as those terms are defined pursuant to a program for financial or other assistance administered under the regulations;</p> <p>(2) A regulation made under subsection (1)(c), (c.1), (c.11) or (d) may be made retroactive to the extent set out in the regulation and to a date not earlier than April 1, 2025.</p>	
<p>N/A – section added after section 18</p>	<p>18.1(1) Subject to subsection (2), before the Minister</p> <p>(a) exercises a power under section 19(1) or (1.1), including the exercise of those powers when the Minister makes an order under section 24(1.011), or</p> <p>(b) makes an order under section 19(7) or 24(1.015) to authorize the Managing Director or another person to exercise some or all of the powers given to the Minister</p>	<p>This section outlines the powers of the Minister in an emergency. This includes the authority to put into operation an emergency plan including the acquisition or entry onto personal property, prohibition of travel, ordering evacuation, coordination of supplies, removal of natural barriers, or conscription.</p> <p>This allows the Minister to assume control of any powers of local authorities in respect of an emergency.</p>



Previous Status	Amended Status	RMA Summary/Analysis
	<p>under section 19(1) or (1.1), the Minister must consult at least one of the Premier, the Executive Council or, if a Cabinet Committee has been appointed prior to the exercise of those powers or the making of those orders, the Cabinet Committee.</p> <p>(2) Subsection (1) does not apply if in the Minister's opinion immediate action is required to protect the safety, health or welfare of people or to limit damage to property or the environment.</p> <p>(3) Subsection (1) does not apply to the Managing Director or another person authorized by an order of the Minister under section 19(7) or 24(1.015) to exercise some or all of the powers given to the Minister under section 19(1) or (1.1).</p>	<p>This addition prohibits the execution of an order made by the Minister in respect of the above-mentioned powers without consulting either the Premier, Executive Counsel, or a relevant Cabinet Committee.</p> <p>The "duty to consult" as administered under this amendment is not extended to the local authorities. The Minister would not be required to consult the local authorities when putting an emergency plan into operation.</p> <p>This section is not applicable to intervention if that action is required to prevent immediate damage to people or the environment. Unlike the amendment to section 1(1) that was unclear as to what qualifies as "sudden and temporary," this amendment appears to apply to situations that are actively occurring or are immediately about to occur. It is likely that this power will be construed to be limited to natural disasters.</p> <p>RMA is also unclear as to the meaning of "consult" in s. 18.1(1)(b) and whether it requires any type of written confirmation from the consulted party or other verification that consultation took place.</p>
19(7) On the making of an order under section 18(1), the Minister may, by order, authorize the Managing Director or any other person to exercise some or all of the	19(7) On the making of an order under section 18(1), the Minister may, by order, authorize the Managing Director or any other person to exercise some or all of the	The Minister has many powers during an emergency, including the power to prohibit travel, restore essential facilities and distribute essential supplies, coordinate emergency medical services, order evacuations,

Previous Status	Amended Status	RMA Summary/Analysis
<p>powers given to the Minister under subsection (1) or (1.1).</p> <p>[sub-section (7.1) did not exist]</p>	<p>powers given to the Minister under subsection (1) or (1.1).</p> <p>(7.1) As soon as practicable after an order is made under subsection (1)(e), (f), (g) or (j), the Minister shall make the details of the order publicly available in any manner that the Minister considers is most likely to make the details of the order known to the majority of the population of the area affected by the contents of the order.</p>	<p>removal of livestock, and procure or fix prices of essential supplies within Alberta.</p> <p>This section requires the Minister to make the details about the above requirements known to the public in affected areas by any means necessary. This is likely a response to the perceived lack of information regarding emergency response and spending during the COVID-19 pandemic.</p>

## Unanswered Questions

Below is a list of questions that RMA has posed to the Minister of Public Safety and Emergency Services regarding changes to the EMA. Please use these questions as you see fit during your municipality's own conversations with the Ministry.

- ♦ What will the impacts of greater provincial government involvement in emergency management be on municipalities, both logistically and financially? How will the Government of Alberta work with municipalities to understand and mitigate potential local impacts associated with the changes?
- ♦ How will the definition of "emergency" be applied to slow-moving, long-duration, or evolving events, such as extended wildfire seasons, long-term flooding, or persistent exposure to environmental hazards?
- ♦ How will the terms "sudden and temporary" be interpreted in practice?
- ♦ Who is accountable if an emergency declaration is rejected under the changed "emergency" definition and an event leads to significant injury, property damage, or loss of life?
- ♦ Will the amended definition of "emergency" impact eligibility for provincial support of funding tied to declared emergencies?
- ♦ Under what circumstances would the Minister consider overriding municipal authority during an emergency?
- ♦ How does the Ministry plan to balance centralized authority with the essential role of municipalities in coordinating local emergency response?

## Have Questions?

Contact Policy Advisor Kallie Wischoff at [kallie@RMAAlberta.com](mailto:kallie@RMAAlberta.com).

Resolution 12-24F

# Accountability in the Establishment of an Independent Agency Police Service in Alberta



**Date:**

November 2024

**Expiry Date:**

December 2027

**Current Status:**

Intent Not Met

**Sponsors:**

County of Northern Lights, Thorhild County

**District:**

3 – Pembina River, 4 – Northern

**Year:**

2024

**Convention:**

Fall

**Category:**

Community Services

**Status:**

Intent Not Met

**Vote Results:**

Carried

**Preamble:**

WHEREAS the Rural Municipalities of Alberta (RMA) has been clear in its opposition to the creation of an Alberta Provincial Police Service; and

WHEREAS RMA has formally requested that rural municipalities be consulted on proposed Police Act changes and the future of policing in Alberta; and

WHEREAS the regulation implementing the current Police Funding Model, introduced by the Government of Alberta in 2020, is due to expire at the end of 2024; and

WHEREAS an independent agency police service may be created by the Government of Alberta through unilateral amendments to the Police Act that were not considered by municipalities or key stakeholders prior to their introduction and adoption; and

WHEREAS while an independent agency police service may provide supportive functions to existing Royal Canadian Mounted Police (RCMP), municipal, or Indigenous and First Nations Police Services, no consultation was provided to any such existing agency, thereby not accounting for cost, personnel, or other service impacts; and

WHEREAS the Government of Canada has confirmed and committed to the RCMP's role in providing contract policing until the end of current contract agreements in 2032 and beyond for all interested contract partners, as communicated to all provincial ministers of Public Safety in Spring 2024;

**Operative Clause:**

**THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate that the Government of Alberta provide a public itemized costing of any independent agency police service, complete with a detailing of costs borne by municipalities through the existing or a future Police Funding Model facilitated by the Government of Alberta;**

**FURTHER BE IT RESOLVED that the Government of Alberta not introduce an independent agency police service prior to substantive consultation and meaningful significant majority support from municipalities and Albertans-at-large.**

Introduced on March 13, 2024, Bill 11, the Public Safety Statutes Amendment Act, 2024 amends the Police Act to create an independent agency police service (IAPS) and oversight board (OB). Of concern to all Alberta municipalities is the ability granted through the legislation for Alberta's Minister of Public Safety and Emergency Services to launch an IAPS in any area of the province without significant mechanisms for the involvement and consideration of local leadership.

Details such as a timeline, full consideration of the scope or mandate, governance and oversight, municipal engagement, recruitment and retention, detailed costs, deployment and more regarding the implementation of an IAPS are not currently available to municipalities and Albertans. The Minister of Public Safety and Emergency Services has stated that the intention of the legislation is for IAPS officers to take on "police-like functions" that are currently carried out by the Alberta Sheriffs and to support the Alberta RCMP, municipal police services, and First Nations police services. However, the inclusion of the IAPS through this legislation in the Police Act means that any possible IAPS officer is of the same legislative position as other police officers in Alberta. This is contrary to expanding the role of the Alberta Sheriffs, as Sheriffs are granted authorities under the existing Peace Officer Act. With the next iteration of the Police Funding Model due to be implemented for the 2025-2026 fiscal year, these considerations must be duly examined prior to any future changes in the costs levied to municipalities for their public safety services, and prior to any further advancement toward the establishment of any IAPS.

Municipalities and public safety partners such as the Alberta Sheriffs, the Alberta RCMP, or municipal police agencies like the Edmonton Police Service or Calgary Police Service were not consulted on this legislation. Without the fulsome consultation and involvement of key stakeholders and local leaders throughout the bill's development, the legislation does not comprehensively consider the impact it will have on any municipality that is under the jurisdiction of a possible IAPS. The Rural Municipalities of Alberta have formally expressed opposition to the launch of an Alberta Provincial Police Service and

changes made to the Police Act without due consultation, per resolution 4-22S and resolution 2-21S. The consideration of this Bill without due consultation with municipalities adds to the amount of legislative changes, programs, and other initiatives implemented unilaterally by the Government without recognizing municipalities' role in governance and the advancement of their communities' interests.

**RMA Background:**

4-22S: Continued Support for the Royal Canadian Mounted Police in Alberta

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta request that the Government of Alberta not create an Alberta Provincial Police Service.

**Click here (<https://rmalberta.com/resolutions/4-22s-continued-support-for-the-royal-canadian-mounted-police-in-alberta/>)** to view the full resolution.

**Government Response:**

Alberta Public Safety and Emergency Services

In regard to resolution 12-24F, which requests accountability in the establishment of an Independent Agency Police Service, the new independent agency would perform policing functions currently carried out by and planned for peace officers in the Alberta sheriffs, who have taken on more police-like roles over the past several decades. As such, it is prudent to improve civilian oversight by creating a dedicated police service. This change to having policing roles carried out by police officers under the authority of the Police Act, rather than being conducted by peace officers under the Peace Officer Act and aligns with best practices for police work and would result in more transparency and accountability for the public.

It is important to note that this legislation does not create a provincial police service to replace the Royal Canadian Mounted Police (RCMP). Rather, this new independent agency would strengthen the current policing model and augment the efforts of Alberta's police services, whether the RCMP, First Nations police services, or municipal police services.

This legislation also established the Independent Police Agency Police Service Oversight Board, ensuring that when this agency is established, it will have the same civilian oversight, police governance, and accountability mechanisms as all other police services in Alberta, including relevant provisions in the Police Act, the Police Service Regulation, and the Alberta Provincial Policing

Standards.  
**Development:**

Alberta Public Safety and Emergency Service's response did not commit to or directly oppose the resolution. For example, the resolution requested an independent police service should not be created without majority public approval. Despite a lack of public support, the ministry's response outlines their commitment to create a dedicated provincial police service that would exist alongside the RCMP. Their response did not commit to provide a detailed costing list for an independent police service. With the introduction of Bill 49, which creates an independent police agency without a detailed cost analysis, RMA will continue to monitor the implementation of the bill and advocate accordingly.

This resolution is assigned a status of **Intent Not Met**.

**Provincial Ministries:**

Public Safety and Emergency Services

**Provincial Boards and Organizations:**

None reported.

**Federal Ministries and Bodies:**

None reported.

**Internal Notes:**

None reported.

# Police Review Commission

## Goal:

*Establish a new public agency under the Police Act for police complaints, investigations, and coordination of disciplinary hearings.*

**Timeline:** December 2025

## Status Report

### Key accomplishments this period

#### Policy and Regulatory Development

- PRC training plan overview developed for all PRC staff.
- Work underway for the alternative dispute resolution processes and related policies.

#### Operational Planning

- Ministry of Infrastructure continues lease negotiations for Edmonton and Calgary offices and will confirm when leases are signed.

#### Engagement and Training

- Met with EPS to understand the internal decision-making committee in professional standards.
- Training services vendor prepared basic e-learning courses on case management and resolution for review.
- Met with AACP Executive on information sharing and secondments.
- Met with the AACP Special Purpose Committee to discuss secondments, police liaison position, information sharing, and training plans.
- Attended AAPG conference in Westlock to provide update on PRC implementation and answer questions.
- Attended Alberta Municipal Enforcement Association conference in Red Deer to provide information on expansion of ASIRT's mandate.
- Met with City of Calgary enforcement leaders to discuss the expansion of ASIRT's mandate to include incidents involving peace officers.

#### Other

- Creative services vendor continues work on the PRC's visual identity.
- Indigenous liaison has been hired. Successful candidate will start at the beginning of 2025.

Reporting Period: April 28 to May 13, 2025

### Key activities planned next period

#### Policy and Regulatory Development

- Continue to build transition packages for police services.
- Continue development of the policy framework to support implementation of the PRC.
- Continue to define the PRC liaison function (within police services) and test with police services.

#### Operational Planning

- Continue work on remaining job descriptions.
- Meet with ASIRT to discuss organizational structure changes needed to support their mandate expansion.
- Third demo of case management system development from vendor. On track for system to be operational by July 2025 to support training.
- Explore business processes related to information transferring mechanisms from police services to the PRC.

#### Engagement and Training

- Curriculum vendor continuing work on draft course content.
- Attend meeting with Independent Agency Police Service to share lessons learned during the PRC implementation project.
- Present to Osgoode Law School on the impetus for and building of the PRC.
- Meet with the AAPG special purpose committee.
- Present at the Canadian Association of Law Libraries conference in Calgary.
- Present at the AFPA annual conference in Camrose.
- Meet with Legislative Assembly Security Service and the Office of the Sergeant-at-Arms to discuss the expansion of ASIRT's mandate to include incidents involving peace officers.



# Police Review Commission Milestones

## Key Milestones

Reporting Period: April 28 to May 13, 2025

PRC Milestones	Anticipated Timeline*
<b>Phase 1 recruitment for permanent PRC staff</b> <ul style="list-style-type: none"> <li>Planned recruitment: CEO executive assistant, executive director, executive administrators, executive advisor, training manager, community connections manager, policy manager, community liaison and Indigenous liaison</li> </ul>	Early summer 2025
Case management system development	July 2025
Phase 2 recruitment for permanent PRC staff: Directors and key support positions	Late summer 2025
<b>Updates to the Police Service Regulation</b> Engagement, research and analysis is ongoing	By fall 2025
Policy manual	Fall 2025
<b>Phase 3 recruitment of PRC staff</b> Recruitment will continue into 2026	Fall 2025
Edmonton and Calgary office occupancy	Fall 2025

\*Timelines are based on available information and may shift as more information becomes available. Changes will be communicated.

# Police Review Commission Acronym Glossary

- AACP- Alberta Association of Chiefs of Police
- AAPG- Alberta Association of Police Governance
- ADM- Assistant Deputy Minister
- ADR- Alternative Dispute Resolution
- AFPA- Alberta Federation of Police Association
- ALERT- Alberta Law Enforcement Response Teams
- ASIRT- Alberta Serious Incident Response Team
- CCRC- Civilian Review and Complaints Commission
- CEO- Chief Executive Officer
- CPS- Calgary Police Service
- ED- Executive Director
- EPS- Edmonton Police Service
- GIS- Geographic Information System mapping
- GoA- Government of Alberta
- IIO- Independent Investigation Office
- IST- Investigative Services Team (section within LEO)
- LEO- Law Enforcement Oversight Branch (Branch within PSES)
- LERB- Law Enforcement Review Board
- Level 1: Serious and sensitive incidents (currently handled by ASIRT). This level will also apply to Alberta peace officers.
- Level 2: Statutory complaints (offences specified in an act of Parliament or of the legislature) but do not meet the definition of serious and sensitive.”
- Level 3: Code of conduct complaints (currently code of conduct complaints as per the *Police Service Regulation*).
- Level 4: Unsatisfactory performance matters(to be logged by the PRC and returned to the police service of jurisdiction to manage).
- Level 5: Complaints regarding policy or services of a police service (to be logged by the PRC and returned to the police service of jurisdiction to manage).
- NPF- National Police Federation
- OAPSB- Ontario Association of Police Services Boards
- OIPRD- Office of the Independent Police Review Director (Ontario)
- OPCC- Office of the Police Complaint Commissioner
- PRC- Police Review Commission
- PS- Program Services (type of classification band within GoA)
- PSC- Public Service Commission
- PSD- Public Security Division
- PSES- Public Safety and Emergency Services Ministry
- PSIO- Alberta Provincial Security and Intelligence Office
- SME- Subject matter expert
- SSII- Strategy, Support and Integrated Initiatives (Division within PSES)
- SIU- Special Investigations Unit (Ontario)
- T&I- Ministry of Technology and Innovation

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**DOG CONTROL – FINAL**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River proceed with implementing a three-year agreement with Border Paws, as presented, with minor amendments to the Public Safety Bylaw.

### **DETAILS**

**Background:** The County of Vermilion has been considering options for dog control within our municipality.

Previously, the County had an agreement with the old Lloydminster SPCA to provide services. That organization no longer exists, having been replaced by Border Paws.

After extensive research, negotiations and review, the following options are before us.

The County explored five options regarding dog control;

1) Reimbursement & Community Education

The County can initiate a program where vetted residents can drop off stray dogs to the Border Paws facility or Pets Purpose, pay the appropriate fees, and submit those fees back to the County for approval and reimbursement. This will allow Public Safety Officers a chance to investigate the complaint to determine if the stray falls within the mandate of the program and initiate a reimbursement to that resident consistent with the fees applied by the appropriate agency. This would run parallel to an education component that would stress the importance of chipping/tagging dogs, spay/neutering them and being responsible pet owners.

This is estimated to cost approximately: \$40,000.00 annually including staff time for investigations and follow-up.

2) Border Paws - Lloydminster

Has submitted an updated contract agreement to the County of Vermilion River [attached] which includes the following three-year agreement;

Year One: For the annual fee of \$63,000.00, we will provide comprehensive care for 42 animals. This fee covers all aspects of intake and support for the first 42 animals. Once the initial limit is reached, additional animals will be accepted at a rate of \$150.00 per cat and \$350.00 per dog.

Year Two: For the annual fee of \$70,560.00, we will provide comprehensive care for 42 animals. This fee covers all aspects of intake and support for the first 42 animals. Once the initial limit is reached, additional animals will be accepted at a rate of \$168.00 per cat and \$392.00 per dog.

Year Three: For the annual fee of \$79,732.00, we will provide comprehensive care for 42 animals. This fee covers all aspects of intake and support for the first 42 animals. Once the initial limit is reached, additional animals will be accepted at a rate of \$193.00 per cat and \$451.00 per dog.

Guaranteed Space: Throughout the duration of this agreement, we will offer guaranteed space.

3) Pets' Purpose

Pets Purpose is a volunteer association of animal fosters that are currently operating in and around the City of Lloydminster. They are like the now disbanded group known as "Fur Babies". These volunteers take in strays and keep them for re-homing and adoption. This society has been working to come to an agreement for a permanent structure to keep stray dogs while awaiting adoption and re-homing. Prior work with a three-way partnership with a local kennel has fallen through, as Pets Purpose volunteers believe the travel distance is too far for its needs. Pets Purpose would like the County of Vermilion River to secure a lease/rental agreement for a potential shelter in, or immediately around, the Lloydminster area, including utility cost. Additionally, they'd like the County to provide cost funding for the start-up of the shelter (including furniture and associated animal kit – beds, dishes, blankets) and look at funding a staff position. Rates for intakes would be minimal; however, the full cost of veterinary care, food, and care would be 100 per cent on the County.

It is estimated that this option would cost approximately: \$60,000.00 without the inclusion of a staff member. With a staff member, compensated through Pets Purpose, we'd be looking at upwards of \$75,550.00 or more annually.

#### 4) Local Kennels

This option was explored, including partnerships between kennels and other foster/rescue agencies. Most kennels we spoke with were concerned about the presence of disease in stray animals, including parvo, which could contaminate their paid “boarders”.

Some kennels run parallel “doggy daycares” which require strict adherence to vaccination protocols. Adding a stray dog, with unknown disease and vaccination status, would impact their businesses. Another factor in this consideration was that most kennels do not have the capacity to co-ordinate adoptions, fostering or euthanasia. This option is not recommended.

#### 5) “Hands Off” Approach

There is no requirement to handle dogs, and some neighbouring municipalities have adopted a hands-off approach to legislation and enforcement due to rising cost and overwhelming numbers of strays. Examples include the Town of Vermilion, who recently removed animal control from its level of service.

Whatever option chosen by Council, amendments will need to be made to the existing *Public Safety Bylaw*, to define “stray” and outline the procedure for dealing with intakes and investigations. This can be amended and brought back for Council approval.

Discussion:

#### **Relevant Policy/Legislation Practices:**

- *Animal Protection Act (Alberta)*
- *Public Safety Bylaw*

Desired Outcome (s): County of Vermilion River proceed with implementing the first option, reimbursement and community education, along with an amendment to the Public Safety Bylaw, to deal with Dog Control.

Response Options: THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River proceed with implementing a three-year agreement with Border Paws, as presented, with minor amendments to the Public Safety Bylaw.

**MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**MEMORANDUM OF UNDERSTANDING – LAKELAND COLLEGE EMERGENCY TRAINING SCHOOL AND THE COUNTY OF VERMILION RIVER**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve the signing of the revised Memorandum of Understanding between Lakeland College Emergency Training School and the County of Vermilion River.

### **DETAILS**

**Background:** Lakeland College and the County Fire Service have had an informal agreement as it pertains to training for the last several years. With the threat of ever-expanding wildfires, provincial emergencies and industrial fires, a partnership with the College to provide support, assistance, equipment and personnel to assist the County in local and regional emergencies.

This not only supports our Fire Division, but also strengthens our Emergency Management Team, who can call for trained personnel when dealing with disasters.

This was approved at the April 8, 2025 Regular meeting of Council however there were revisions to the agreement which meant the MOU would need to be brought back to Council to approve the revised agreement.

Discussion:

#### **Relevant Policy/Legislation Practices:**

- *Municipal Government Act*
- *Emergency Management Act*
- *Forest & Prairie Protection Act*
- *Fire Bylaw (#23-10)*

Desired Outcome (s):

Response Options:



THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve the signing of the Revised Memorandum of Understanding between Lakeland College Emergency Training School and the County of Vermilion River.

## IMPLICATIONS OF RECOMMENDATION

Organizational:

Financial: Cost of utilizing Lakeland College are the same as those for other departments, based on a per hour/per apparatus cost recovery.

Communication Required:

Implementation:

## ATTACHMENTS

- Draft MOU
- REVISED MOU for signing

PREPARED BY: Kirk Hughes, Director of Protective Services & Emergency Management

DATE: May 16, 2025



February 28, 2025

County of Vermilion River  
Attn: Kirk Hughes  
Manager, Public Safety  
Box 69 Kitscoty, AB T0B 2P0

Dear Kirk,

I hope this message finds you well. We at Border Paws Animal Shelter want to extend our sincere thanks for taking the time to meet with us to discuss our continued partnership with the County of Vermilion River. Your collaboration has been crucial in helping us serve our community and care for animals in need.

As you know, our shelter works tirelessly to provide a safe and caring environment for the animals in our community. As discussed, we are proposing a three-year agreement to ensure continued high-quality service and reliable support for your community. Effective January 1, 2025, the updated funding details will include:

1. **Year One:** For the annual fee of **\$63,000**, we will provide comprehensive care for **42 animals**. This fee covers all aspects of intake and support for the first 42 animals. Once the initial limit is reached, additional animals will be accepted at a rate of **\$150 per cat** and **\$350 per dog**.
2. **Year Two:** For the annual fee of **\$70,560**, we will provide comprehensive care for **42 animals**. This fee covers all aspects of intake and support for the first 42 animals. Once the initial limit is reached, additional animals will be accepted at a rate of **\$168 per cat** and **\$392 per dog**.
3. **Year Three:** For the annual fee of **\$79,732**, we will provide comprehensive care for **42 animals**. This fee covers all aspects of intake and support for the first 42 animals. Once the initial limit is reached, additional animals will be accepted at a rate of **\$193 per cat** and **\$451 per dog**.
4. **Guaranteed Space:** Throughout the duration of this agreement, we will offer **guaranteed space** for your animals, ensuring consistent and reliable care, no matter the circumstances.

Our goal is to continue partnering with your municipality to provide this vital service to the community while adapting to these ever-changing economic realities.

We appreciate your understanding and continued support. If you have any further questions or would like to discuss this matter in more detail, please don't hesitate to reach out.

Amanda Williams  
Board President



## Rates & Compensation

When deployed alongside the County of Vermilion River in assistance to a request from the Province of Alberta for the purposes of battling a wildfire, the Provincial Wildland Urban Interface (WUI) rates will apply.

When requested regionally, to assist with the response to a call for service from the County, through EC911 dispatching protocols, the following rates will apply:

Labour Rate (per hour – calculated at .25 intervals): \$30.61

Asset Rate (per hour):

- Aerial Unit: \$1,000
- Pumper/Tanker: \$400
- Rescue/Wildland: \$200
- Trailers: \$100

When responding to a call within the purview of Alberta Transportation, standard Alberta Transportation rates will apply, less the cost of apparatus and personnel time already reimbursed by the County of Vermilion River.

# **MEMORANDUM OF UNDERSTANDING**

**Between**

**The Board of Governors of Lakeland College**

**and**

**The County of Vermilion River**

## **1. Purpose**

This Memorandum of Understanding (MOU) establishes a collaborative framework between Lakeland College's Emergency Training Centre (ETC) and the County of Vermilion River to support emergency response and logistical needs where feasible. ETC's involvement will be aligned with Work-Integrated Learning (WIL) principles, ensuring student participation remains an educational experience rather than an emergency response role.

Nothing in this MOU shall create an obligation or expectation for the ETC to provide emergency response or support. Participation in any emergency activity is entirely at ETC's discretion and subject to operational feasibility, student and staff competency and availability, risk assessment, and resource capacity. ETC shall not be held liable for declining or being unable to provide assistance in any given situation.

## **2. Scope of Collaboration**

ETC may assist the County of Vermilion River in emergency situations on a tertiary-response basis, subject to operational feasibility, resource availability, and risk assessment. Support may include, but is not limited to:

- Wildland and Structural Fire Support – Assisting in fire suppression under appropriate supervision.
- Flood Response – Providing personnel for sandbagging and logistical efforts.
- Search and Rescue – Supporting large-scale search operations in non-hazardous conditions.
- Logistical Assistance – Loaning firefighting equipment, apparatus, breathing apparatus, bunker gear, hoses, and drones with operators.
- Incident Command Support – Assisting in Emergency Coordination Centers (ECC) or at incident sites in a supporting role under County direction.

Participation in any emergency response is subject to ETC availability and a case-by-case evaluation of timing, resources, and risk. There is no obligation or expectation that the ETC

## **3. Request and Activation Process**

The County of Vermilion River will submit requests for assistance in writing (email or formal request) whenever possible. In urgent situations, verbal requests may be made but must be followed up in writing as soon as practicable.

A separate Request and Activation Procedure will be developed under this MOU to outline the steps for submitting, evaluating, and approving requests. This procedure document will be flexible and amendable without requiring modifications to this MOU.

#### **4. Liability and Safety Considerations**

- Any student participation under this MOU is considered a Work-Integrated Learning (WIL) experience, ensuring alignment with Lakeland College's educational objectives. Students are not acting as emergency responders but rather engaging in supervised, real-world learning opportunities.
- The County of Vermilion River retains full command and control over any emergency operations in which ETC participates. ETC assumes no liability for incident outcomes, including but not limited to property damage, injuries, or operational decisions made by the County or its personnel.
- The County agrees to indemnify and hold harmless Lakeland College, the ETC, its staff, and students from any claims, demands, or legal actions arising from ETC's participation in emergency support activities.

#### **5. Reimbursement for Services and Assets**

- Any deployment of ETC resources (personnel, students, or equipment) in an emergency situation shall be subject to full reimbursement, in accordance with the Alberta Government's Wildland Urban Interface (WUI) guidelines and other applicable provincial frameworks.
- Rates for personnel and assets will align with provincially established compensation structures.
- Where no applicable provincial rate exists, ETC will submit a rate that is reasonable, based on comparable industry standards and widely accepted rates within the emergency services sector.
- The County will ensure that requests for assistance are structured in a manner that allows for eligible cost recovery through provincial mechanisms. ETC reserves the right to decline requests where reimbursement cannot be secured or where deployment would negatively impact institutional operations.

#### **6. Media and Public Communications**

- Lakeland College and ETC may publicly acknowledge their participation in emergency support activities, focusing on the educational value and collaborative nature of the partnership.
- ETC and Lakeland College will not comment on the details, circumstances, or operational aspects of any emergency response, as those matters fall under the County of Vermilion River's jurisdiction.
- The County agrees to consult with Lakeland College before making public statements that reference ETC's involvement. Any use of Lakeland College or ETC branding, logos, or names in media releases, social media, or public communications must be approved by the College to ensure accuracy and alignment with institutional values.

#### **7. Review and Renewal**

- An informal review of this MOU will be conducted annually to assess its effectiveness and discuss any operational or procedural improvements.

- A formal review is required every two years, at which time amendments may be proposed by either party.
- Either party may request modifications at any time; however, formal amendments must be mutually agreed upon in writing.
- Either party may terminate this MOU with 90 days' written notice to the other party.

## 8. Signatures

This Memorandum of Understanding is entered into on this \_\_\_\_ day of [Month], [Year], by:

### County of Vermilion River

Date: \_\_\_\_\_

Per \_\_\_\_\_  
 Alan Parkin  
 Chief Administrative Officer

### THE BOARD OF GOVERNORS OF LAKELAND COLLEGE

Date: \_\_\_\_\_

Per \_\_\_\_\_  
 Dr. Alice Wainwright-Stewart  
 President and CEO

**COMMITTEE MEETING DATE: 2025-05-20**

## **BRIEFING NOTE - TO COMMITTEE**

### **SUBJECT**

**VILLAGE OF KITSCOTY LAND USE BYLAW AMENDMENT – FOR INFORMATION**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee receive the Village of Kitscoty Land Use Bylaw amendment external referral from Municipal Planning Services (2009) Ltd. as information.

### **DETAILS**

**Background:** The Village of Kitscoty is proposing an amendment to the Land Use Bylaw to add Single Detached Dwellings as a discretionary use in the R2 – Residential (Medium Density) District and include applicable development regulations for Single Detached Dwellings that is consistent with the regulations in the R1 – Residential (Low Density) District. A Public Hearing for the proposed bylaw is scheduled for June 2, 2025, at 6:30 PM in the Kitscoty Council Chambers.

**Relevant Policy/Legislation Practices:**

*Municipal Government Act*

**Desired Outcome (s):** THAT the County of Vermilion River Policy and Priorities Committee receive the Village of Kitscoty Land Use Bylaw amendment external referral from Municipal Planning Services (2009) Ltd. as information.

**Response Options:** THAT the County of Vermilion River Policy and Priorities Committee receive the Village of Kitscoty Land Use Bylaw amendment external referral from Municipal Planning Services (2009) Ltd. as information.

### **IMPLICATIONS OF RECOMMENDATION**

**Organizational:** N/A

**Financial:** N/A



**Communication Required:** Council, Administration, Village of Kitscoty, MPS

**Implementation:** N/A

**Council Goal:** N/A

## ATTACHMENTS

1. External Referral Notice
2. Village of Kitscoty Notice of Public Hearing
3. Bylaw 2025-12

**PREPARED BY:** Director of Planning & Community Services

**DATE:**2025-05-07

## Andrea Neufeld

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**From:** Carley Weeks <c.weeks@munplan.ab.ca>  
**Sent:** May 7, 2025 1:29 PM  
**Subject:** Agency Referral - Village of Kitscoty Proposed Land Use Bylaw Amendment  
**Attachments:** Notice of Public Hearing - Village of Kitscoty LUB Amendment.pdf; 2025-12 - Village of Kitscoty Land Use Bylaw Amendment.pdf

Good morning,

The Village of Kitscoty is considering an amendment to the Village's Land Use Bylaw that would add Single Detached Dwellings as a discretionary use in the R2 – Residential (Medium Density) District and include applicable development regulations for Single Detached Dwellings that is consistent with regulations in the R1 – Residential (Low Density) District.

If you wish to provide input on this proposed amendment, please submit your comments in writing within **(21) days** from the date of this email.

A Public Hearing for the proposed bylaw has been scheduled for June 2, 2025, at 6:30 PM at the Kitscoty Council Chambers. A copy of the notice is attached to this email.

For additional information about the application, public hearing, or to provide verbal or written comments, please contact:

**Carley Weeks, Junior Planner**  
**Municipal Planning Services (2009) Ltd.**  
#206, 17511 – 107 Avenue  
Edmonton, AB T5S 1E5  
Phone: (780) 486-1991  
Fax: (780) 483-7326  
Email: [c.weeks@munplan.ab.ca](mailto:c.weeks@munplan.ab.ca)

**Jason Olson, CAO**  
**Village of Kitscoty**  
Box 128 – 5011 50 Street  
Kitscoty, AB T0B 2P0  
Phone: (780) 846-2221  
Email: [cao@vokitscoty.ca](mailto:cao@vokitscoty.ca)

Thanks,

**Carley Weeks BSc**  
Junior Planner

---



p: 780.486.1991  
e: [c.weeks@munplan.ab.ca](mailto:c.weeks@munplan.ab.ca)  
a: #206, 17511 – 107 Ave NW  
Edmonton, AB T5S 1E5  
[www.munplan.ab.ca](http://www.munplan.ab.ca)

## **Village of Kitscoty Notice of Public Hearing Bylaw 2025-12 (Land Use Bylaw Amendment)**

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Pursuant to Sections 216.4, 606, and 692 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, the Council of the Village of Kitscoty hereby gives notice of its intention to consider Bylaw No. 2025-12, a bylaw to amend the Village of Kitscoty Land Use Bylaw (Bylaw No. 2017-06).

The purpose of the Bylaw is to amend the Village of Kitscoty's Land Use Bylaw to **add Single Detached Dwellings as a discretionary use in the R2 – Residential (Medium Density) District** and **include applicable development regulations for Single Detached Dwellings** that is consistent with the regulations in the R1 – Residential (Low Density) District.

Section 216.4 The *Municipal Government Act* requires that a public hearing on a proposed bylaw must be held before the second reading of the bylaw. First reading of Bylaw No. 2025-12 occurred on Monday, May 5, 2025.

PLEASE TAKE NOTICE THAT pursuant to the *Municipal Government Act* a public hearing to consider the proposed Bylaw will be held as follows:

**DATE:** Monday, June 2, 2025

**START TIME:** 6:30 PM

**IN-PERSON ATTENDANCE:** Kitscoty Council Chambers (5015 50 Street, Kitscoty, AB, T0B 2P0)

**ONLINE ATTENDANCE:** Instructions on how to join via Zoom will be posted on the Village's website 3 days prior to the public hearing: [www.vokitcoty.ca](http://www.vokitcoty.ca)

AND FURTHER TAKE NOTICE THAT anyone wishing to make a verbal and/or written presentation may do so at the public hearing. All persons wishing to make an oral presentation at the hearing will be provided the opportunity to do so.

It would be beneficial for individuals to provide advance notice to Jason Olson, CAO for the Village of Kitscoty of their intention to make a presentation at the hearing and to provide any written submissions in advance before Thursday, April 29, 2025.

AND FURTHER TAKE NOTICE THAT a copy of the proposed bylaw will be available online at: [www.vokitcoty.ca](http://www.vokitcoty.ca)

To obtain more information regarding the proposed Bylaw, please contact:

**Carley Weeks, Junior Planner**  
**Municipal Planning Services (2009) Ltd.**  
Email: [c.weeks@munplan.ab.ca](mailto:c.weeks@munplan.ab.ca)  
Phone: (780) 486-1991

**Jason Olson, CAO**  
Village of Kitscoty  
Email: [cao@vokitcoty.ca](mailto:cao@vokitcoty.ca)  
Phone: (780) 846-2221



**BYLAW NO. 2025-12**  
**A BYLAW OF THE VILLAGE OF KITSCOTY**  
**TO AMEND LAND USE BYLAW 2017-06**

**WHEREAS** the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended ("the Act") provides that a Municipal Council may amend its Land Use Bylaw;

**AND WHEREAS** the Council of the Village of Kitscoty wishes to amend its Land Use Bylaw to enable a wide range of housing opportunities within the Village;

**NOW THEREFORE** the Council of the Village of Kitscoty, duly assembled, enacts as follows:

1. The following be added alphabetically to Section 9.5.1 – Discretionary Uses in the R2 – Residential District:
  - a. Dwellings, single detached.
2. The following be added to Section 9.5.3 – Regulations in the R2 – Residential District:

**RELATING TO SINGLE DETACHED DWELLINGS**

Minimum Lot Area	372.0 m <sup>2</sup> (4,000.0 ft <sup>2</sup> )
Minimum Lot Width	12.0 m (40.0 ft), and in the case of irregularly shaped lots, an average of 12.0 m (40.0 ft)
Minimum Front Yard	6.0 m (20.0 ft)
Minimum Rear Yard	7.6 m (25.0 ft)
Minimum Side Yard	1.2 m (4.0 ft) or 10% of lot width, or at the discretion of the Development Authority
Minimum Floor Area	1 storey: 80 m <sup>2</sup> (850 ft <sup>2</sup> ) 1.5 storey or bi-level: 93 m <sup>2</sup> (1,000 ft <sup>2</sup> ) 2+ storey: 111.5 m <sup>2</sup> (1,200 ft <sup>2</sup> )
Maximum Building Height:	9.1 m (30.0 ft) or 2 stories, whichever is the lesser
Maximum Lot Coverage:	45% (including accessory buildings)

3. This Bylaw comes into full force and takes effect on the date of third and final reading.

**READ A FIRST TIME THIS 5 DAY OF May, A.D. 2025.**

**READ A SECOND TIME THIS \_\_\_ DAY OF \_\_\_\_\_, A.D. 2025.**

**READ A THIRD TIME THIS \_\_\_ DAY OF \_\_\_\_\_, A.D. 2025.**

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Mayor

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Chief Administrative Officer

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Date Signed

**COMMITTEE MEETING DATE: 2025-05-20**

## **BRIEFING NOTE - TO COMMITTEE**

### **SUBJECT**

CANOLA FARMS AREA STRUCTURE PLAN – FOR INFORMATION

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee accept the Canola Farms Area Structure Plan prepared by ISL Engineering and Land Services Ltd. for information.

### **DETAILS**

**Background:** An application for an Area Structure Plan (ASP) has been submitted for the proposed Canola Farms ASP on the lands identified as NE-7-51-6W4M. The proposed ASP has four residential parcels, and the balance of the quarter section, for a total of five parcels. The County of Vermilion River (the “County”) current approved Municipal Development Plan (Bylaw 19-03) allows for a maximum separation of four parcels from a quarter section; further subdivision from a quarter section is a multi-lot subdivision and therefore requires the submission of an Area Structure Plan for approval.

**Discussion:** Administration is seeking comments from Council regarding the proposed Canola Farms Area Structure Plan to be provided to the Planning and Community Services Department no later than June 2, 2025.

**Relevant Policy/Legislation Practices:**

*Municipal Government Act*

Bylaw 19-03 – Municipal Development Plan

Bylaw 19-02 – Land Use Bylaw

Policy PD 007 – Sustainable Planning and Development Requirements

Policy PD 007 – Schedule ‘A’ Sustainable Planning and Development Requirements Checklist

**Desired Outcome (s):** THAT the County of Vermilion River Policy and Priorities Committee accept the Canola Farms Area Structure Plan prepared by ISL Engineering and Land Services Ltd. for information.

**Response Options:** THAT the County of Vermilion River Policy and Priorities Committee accept the Canola Farms Area Structure Plan prepared by ISL Engineering and Land Services Ltd. for information.

## IMPLICATIONS OF RECOMMENDATION

**Organizational:** Comments to be added to review of application

**Financial:** N/A

**Communication Required:** Council, Administration, Applicant

**Implementation:** For information

**Council Goal:**

## ATTACHMENTS

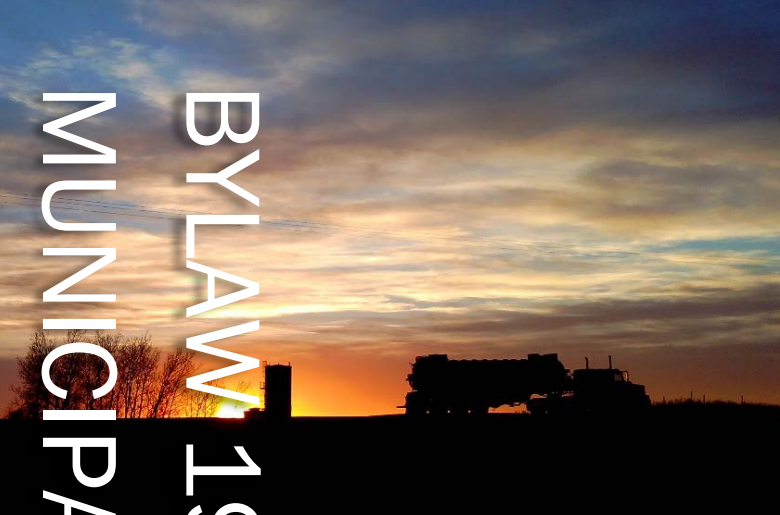
1. Bylaw 19-03 – Municipal Development Plan
2. Bylaw 19-02 – Land Use Bylaw
3. Policy PD 007 – Sustainable Planning and Development Requirements
4. Policy 007 – Schedule 'A' Sustainable Planning and Development Requirements Checklist

**PREPARED BY:** Director of Planning & Community Services

**DATE:**2025-05-14



BYLAW 19-03  
MUNICIPAL DEVELOPMENT PLAN



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# County of Vermilion River

## A Vision for the Future

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### A Sustainable, Vibrant, and Diversified Community with Opportunities for All

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**Sustainable.** Balance short- and long-term needs and benefits in order to meet the needs of the present without compromising the ability of future generations to meet their own needs as well.

**Vibrant.** Engaging, creative collaboration between all stakeholders: municipality, community, and businesses.

**Diverse.** Open to explore new and emerging opportunities and facilitating economic growth and social integration.

**Opportunities for all.** A place to call home that supports a four-pillar-bottom-line approach to community sustainability:

1. **Socially**, through design guidelines for public spaces and streets that encourage neighbour interactions and serve as catalyst to support a complete community that allows residents the choice to live, work, shop, and recreate in proximity;
2. **Environmentally**, by incorporating planning and development strategies, and forms that contribute to reduce impacts and preserve agricultural lands; apply Low-Impact Development tools that respect natural drainage patterns and wetlands; and enhancement and integration of natural spaces and systems that preserve habitats, corridors, and productive landscapes;
3. **Economically**, through the responsible use of land and leverage of services infrastructure; the concentration of services and roadways for efficient and cost-effective service delivery and management, by providing a robust and dynamic land-use base that can adapt over time to accommodate diverse industry production and employment generating opportunities; and
4. **Culturally**, by strengthening our identity and sense of place, incorporating cultural dynamics (values and aspirations) into the built environment through context sensitive design principles, and participatory processes that promote our communities' well-being by enhancing quality of life and quality of place.



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# PART 1.0

## INTRODUCTION

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## 1.1 Guiding Principles

### 1.0 INTRODUCTION

This Municipal Development Plan represents the collective effort of the County of Vermilion River community to define a long-term vision for the County of Vermilion River, our communities, our residents, and our region; and identify the actions to be taken to realize that vision. It is both a process and a product. We recognize the need to invest in the improvement of the quality of life of the people who make up the community – newcomers, alongside those who have deep roots. In order to attract families and local businesses who want to stay here and work here, we aim to send a clear message as a County that this is a good place to live and work.

The strategic focus of our Municipal Development Plan provides a clear long-term vision and the priorities for our community as a whole that is supported by the guiding principles that serve as pillars for the sustainable development of the County's land base.

The Municipal Development Plan integrates a land use development framework with strategic municipal objectives that serve as an overarching policy guide that aims to provide context for future decision-making by County government and other implementation partners. The adoption of this document is not the end of the planning process, but the beginning of an on-going implementation effort by the County and community stakeholders.

#### 1.1 Guiding Principles

##### 1.1.1 Community Resiliency

- (a) All actions should support resourcefulness in meeting our challenges and needs in a way that is sustainable through collaboration and mutual aid instead of competition.
- (b) All actions should recognize the diverse needs and aspirations of County residents and stakeholders.

##### 1.1.2 Growth Management

- (a) All actions should respect the integrity of the County's land base and water resources.
- (b) All actions should be proactive in directing non-agricultural development to existing hamlets, planned development areas, and existing multi-lot development areas that have the capacity to support additional development.
- (c) All actions should apply Smart Growth principles to promote sustainable development respectful of the County's rural character.

##### 1.1.3 Sustainable Development

- (a) All actions should establish land use patterns which make efficient use of land, infrastructure, public services and public facilities and which contribute to the development of healthy, safe, and viable

## 1.2 Goals

communities by encouraging appropriate mixes of all land use types and a wide range of economic opportunities.

- (b) All actions should support proactive, comprehensive planning that is carried out in a fair, open, consistent, and equitable manner.

### 1.1.4 Responsible Governance

- (a) All actions should ensure that the County operates in a fiscally sound manner now and into the future.
- (b) All actions should promote governmental excellence through consistent and accountable leadership and collaborative and transparent processes.
- (c) All actions should support implementing strategic decision making.

## 1.2 Goals

The main goal of this Municipal Development Plan is to provide a policy framework indicating the type and density of development for each of the planned land uses, improvements and servicing requirements to ensure orderly planning in the lands in the County.

The goals within this Municipal Development Plan are consistent with the requirements in the Municipal Government Act, the Provincial Land Use Policies, Land Use Framework, and other plans and regulations under the Land Stewardship Act. The following goal statements represent the County of Vermilion River's approach to implementing provincial directives relating to climate adaptation, land use, and land and environmental management as well as the goals identified by the community through the consultation process. These goals are further supported by plan objectives and policy statements that both express and regulate public policies on land use, development, and subdivision of land within the County.

### 1.2.1 Vibrant Communities

- (a) Facilitate sustainable growth and development in the County by balancing economic growth, environmental protection, and the preservation of the County's rural way of life.
- (b) Encourage the development of a variety of transportation choices including safe infrastructure for walking and cycling and driving in hamlet areas and multi-lot residential areas.
- (c) Facilitate the provision of diverse housing opportunities in order to ensure that people in different family types, life stages and income levels will be able to afford a home in the County.

### 1.2.2 Innovation

- (a) Encourage economic development and renewal by supporting new and existing economic assets within the community including traditional and emerging regional economic drivers.

### 1.3 Interpretation

- (b) Encourage the use of green buildings and other innovative infrastructure and building systems to reduce the cumulative effects of new development.
- (c) Enhance existing regional and community partnerships and seek new collaborative opportunities.

#### 1.2.3 Operational Excellence

- (a) Maintain a high quality and cost effective infrastructure within the County.
- (b) Encourage land development that is cost effective, orderly and developed in close proximity to similar developments and in locations in order to efficiently utilize existing infrastructure.
- (c) Establish sustainable and equitable land use planning standards that will minimize adverse impacts on working landscapes and significant natural features for future generations without burdening individual land owners.

### 1.3 Interpretation

#### 1.3.1 Compliance with the policies in this Plan shall be interpreted and applied as follows:

- (a) “SHALL”, “MUST”, and “IS” are operative words that mean that the action or actions outlined are imperative or mandatory and therefore must be complied with, without discretion, except in cases where a variance has been granted pursuant to the Municipal Government Act; RSA 2000 c. M26, as amended or repealed and replaced from time to time;
- (b) “SHOULD” is a directive term, which means that, in order to achieve the established goals, and objectives, it is strongly advised that the action be taken. Exceptions shall be made only under extenuating circumstances. When the regulation is directed to the Developer, the onus to justify is on the applicant; and
- (c) “MAY” is a discretionary term, meaning a choice is available, with no particular direction or guidance intended, and is usually dependent on the particular circumstances of the specific Parcel of land or Lot and application that are under consideration at any given moment. When the regulation is directed to the Developer, the onus to justify *the exception* is on the applicant.
- (d) “SUCH AS” indicates an idiomatic preposition meaning “for example” or “of a kind that; like” in reference to the condition or conditions following the statement, but does not imply an exhaustive list.
- (e) “SUCH THAT” indicates an idiomatic preposition meaning “to the extent that”, “as being what is indicated; in that capacity” in reference

### 1.3 Interpretation

to the condition or conditions following the statement as a requirement for its fulfilment, but does not imply an exhaustive list.

- (f) “PROVIDED THAT” indicates a conjunction meaning “if; only if”, in reference to the condition or conditions following the statement as a requirement for its fulfilment, but does not imply an exhaustive list.
- (g) “CONSIDERED” indicates an adjective meaning “to regard as” or “deem to be”, in reference to the condition or conditions following the statement.
- (h) “OR” indicates that the connected items may apply singly or in combination; and
- (i) “EITHER/OR” indicates the items shall apply singly, but not in combination.
- (j) Words used in the present tense include the other tenses and derivative forms.
- (k) Words used in the singular include the plural and vice-versa.
- (l) When a word is used in the masculine, it will refer to either gender.

#### 1.3.2 Illustrations

- (a) Drawings and graphic depictions are provided to assist in interpreting and understanding the provisions of this Plan. Where any conflict or inconsistency arises between a drawing and the text of the Plan, the text shall prevail.

#### 1.3.3 Definitions

- (a) Where a Subdivision or Development proposal generally conforms to the wording of two (2) or more definitions, the relevant Authority shall determine the use that fits closest to the development’s character and purpose.
  - (i) In instances where a specific proposal:
    - 1. Does not conform to the wording of any definition; or
    - 2. Generally conforms to the wording of two or more definitions.

#### 1.3.4 Policy Statements

- (a) The relevant Decision Authority shall use his/her discretion to consider subdivision or development proposals within the County in accordance with the policies that are most appropriate in character and purpose and align with the intent and purpose of this Plan.





## PART 2.0

## PLANNING FRAMEWORK



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## 2.1 Policy Framework

## 2.0 PLANNING AND POLICY AREAS

The planning area includes all the lands within the jurisdictional boundary of the County of Vermilion River. These lands shall serve to accommodate the County's short-term and long-term planning and development activity. The planning area is depicted on Map 1.

The following sections constitute the planning framework and contain specific objectives, policies to help the County achieve each objective, and proposed strategies or programs to implement the policies. This framework is set up to support the Plan goals:

- Vibrant Communities: Promote communities that are connected, engaged, active, and inclusive that will thrive and prosper.
- Innovation: Manage expectations from a regional perspective by encouraging creative, regional collaboration and diversification based on planned growth, relationship building and engagement.
- Operational Excellence: Ensure efficient resource management and effective strategies to provide quality services to meet the needs of our community

### 2.1 Policy Framework

The policies in the following sections guide the implementation of the goals following the Plan's guiding principles that structure the Municipal Development Plan Framework:

- Community Resiliency
- Growth Management
- Sustainable Development
- Responsible Governance

Each section contains value statements, goals, objectives, and policies that outline the steps needed to move the County towards achieving its vision to be:

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*A Sustainable, Vibrant, and Diversified Community with Opportunities for All*

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2.2 Goal: Establish Regional Planning Areas

2.2 Goal: Establish Regional Planning Areas

Objective

1. Achieve effective land use planning on regional level by ensuring that proposals for the development or subdivision of land within Regional Planning Areas (see Map2) implement the general objectives of the County for the relevant Plan, such as Intermunicipal Development Plans, Area Structure Plans, or Area Redevelopment Plans, as well as the objectives and policies in the County's Municipal Development Plan.
2. Focus actions on achieving desired outcomes in alignment with the guiding principles of this Plan.

Policies

- 2.2.1 Subdivision and Development within Regional Planning Areas must be consistent with the intent of the appropriate plan.
  - (a) Proposals for subdivision and development within Regional Planning Areas shall be consistent with the policies within the appropriate plan.
  - (b) Amendments to Plans shall be prepared by a Registered Professional Planner (RPP).
  - (c) Proposals for multi-lot subdivision and development shall be in accordance with the policies in **Part 5.0** of this Plan and the provisions of the Land Use Bylaw.
  - (d) The relevant Authority may require that any proposal for subdivision or development within a Regional Planning Area be accompanied by additional supportive information, prepared by a registered or licensed professional, in order to assess the conformity of a proposed subdivision or development with the appropriate plan before consideration of the subdivision or development shall commence. Further, if a subdivision or development is approved after such supportive information is provided, the relevant Authority shall require that any recommendations of the supportive information be implemented by the landowner/developer and registered against the title of the subject lands, in order to warn future landowners of the engineering requirements for development. Such information may include:
    - (i) either, or both, a flood susceptibility analysis or a bank stability analysis prepared by a registered engineer that assess the suitability of the subject site and the proposed development from the points of view of flood susceptibility and/or bank stability.
    - (ii) a Real Property Report, or other documentation indicating the exact location of all structures on the property (prepared within the last five (5) years, in a form that is acceptable to the Development Authority;

*2.2 Goal: Establish Regional Planning Areas*

- (iii) a storm water management plan approved by Alberta Environment and Parks, or other appropriate authority;
- (iv) a certified geotechnical report prepared, stamped and signed by a qualified professional registered in the Province of Alberta in potentially hazardous or unstable areas;
- (v) a certified biophysical assessment prepared, stamped and signed by a professional registered in the Province of Alberta, on the impacts of the proposed development on wildlife habitat or natural environments;
- (vi) a reclamation plan for aggregate extraction or site grading and excavation;
- (vii) an environmental assessment to determine potential contamination and mitigation;
- (viii) in the case of the placement of an already constructed or partially constructed building on a Lot or Parcel of land, information relating to the age and condition of the building and its compatibility with the Designated District in which it is to be located;
- (ix) for subdivisions adjacent to water bodies and watercourses, an engineering and/or geotechnical study to determine an adequate setbacks based on soil conditions and slope stability prepared, stamped and signed by a registered professional engineer or hydro-geologist, registered in the Province of Alberta.
- (x) an environmental impact assessment describing a development's potential environmental effects;
- (xi) a cumulative effects assessment prepared, stamped and signed by a professional, registered to practice in the Province of Alberta, describing a development's potential cumulative effects;
- (xii) the identification of all rights-of-way and easements within or abutting the subject property; and/or
- (xiii) any additional information as the relevant Authority deems necessary.

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## PART 3.0 COMMUNITY RESILIENCY

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3.1 Goal: Inclusiveness and Diversity

## 3.0 COMMUNITY RESILIENCY

As a County, we are mindful of our rural culture, respectful of our natural environment and grateful for our people. The heart of our communities are the people who live and work in them — newcomers, alongside those who have deep roots. Working together we have built a community that is safe and a lifestyle that is valued where the environment is treasured and resources are shared.

Communities that are connected, engaged, active and inclusive will thrive and prosper.

The following objectives and policies outline the manner and type of subdivision and development for residential and non-residential uses within the County.

### 3.1 Goal: Inclusiveness and Diversity

#### Objectives

1. Provide for a diversity of housing opportunities for the economic and demographic groups within the County, in harmony with existing development and historical and natural environments in a manner that allows existing and potential residents to live, work, and recreate in the region throughout their life cycle.
2. Encourage the placement of housing units of various economic value throughout new multi-family and mixed-use developments (i.e., market rate units next to workforce/affordable units).

#### Policies

- 3.1.1 Cluster and conservation development and other configurations that respect natural topography will be encouraged.
  - (a) Multi-lot subdivisions shall comply with the provisions for cluster and conservation subdivision and development under the County's Land Use Bylaw.
  - (b) Residential development will be cognizant of the need to preserve resource extraction, recreation, historical, and archaeological features. It is the County's policy that the effect a residential development may have on the environment will be an important consideration in dealing with residential subdivision and development proposals and Land Use Bylaw amendments.
- 3.1.2 Subdivision and development proposals should plan for mixed land-use patterns characterized by compatible residential and non-residential land uses located in close proximity to one another.
  - (a) Mixed land-use patterns should incorporate safe, convenient, accessible, and attractive design features to promote active living and social interaction.



3.2 Goal: Rural Livability

3.1.3 Subdivision and development proposals should provide for Complete Streets serving multiple functions that safely and conveniently accommodate all users and desired functions, though this does not mean that all modes or functions will be equally prioritized on any given street segment.

(a) Complete Streets should accommodate travel, social interaction, and commerce to provide for more vibrant neighborhoods and more livable communities.

3.2 Goal: Rural Livability

Objective

1. Control and guide development to preserve natural resources, agricultural uses, and existing communities in order to retain a mix of small-town atmosphere, natural environment, and rural character within the County.
2. Ensure development contributes to improve the standard of living, the environment and quality of life for County residents.

Policies

3.2.1 Subdivision and development proposals should apply design standards appropriate to the community context.

(a) Spatial buffers or setbacks may be required between land uses which may, in the opinion of the relevant Authority, be incompatible, in accordance with the provisions of the County's Land Use Bylaw.

3.2.2 Subdivision and development proposals shall accommodate additional population by supporting development that is economically responsible to the County and the community.

(a) Subdivision and Development shall be in accordance with the provisions of the County's Land Use Bylaw.

(b) Residential subdivisions shall be located in proximity to gas, electrical, and telephone lines that have existing spare capacity to sustain the additional usage.

(c) Subdivisions shall have direct access to existing maintained roads.

(d) Where a subdivision for residential purposes is proposed, the developer shall be required to enter into a development agreement with the County wherein the developer agrees to be responsible for all the costs associated with the subdivision and development.

3.2.3 Subdivision and development proposals shall support compact development density that respects local landscapes and the environment.

(a) Development density shall be directly related to the development capability of the land resources, such as potable water supply, topography, vegetation, soil, and drainage.

**3.3 Goal: Balanced Residential Mix**

- (b) Proponents for multi-lot development shall be required to provide the County with an assessment of environmental constraints on the site and the means whereby negative impacts on the natural environment may be mitigated.

**3.3 Goal: Balanced Residential Mix**

**Objective**

1. Encourage residential development within the County that provides an adequate supply and distribution of affordable housing, infill housing and supports rehabilitation of declining neighbourhoods in a cost-effective manner that leverages existing infrastructure and services.
2. Forecast and plan for changing housing needs over time to provide solutions along a spectrum of affordability in quality rental and ownership housing for households of all income levels and special needs.

**Policies**

- 3.3.1 Residential developments shall be consistent with the provisions in the County's Land Use Bylaw for conservation or cluster subdivision and development to reduce potential land use conflicts and minimize servicing costs.
  - (a) Residential development proposals are required to identify all municipal servicing costs associated with the development. The assignment of these costs between the County and the developer will be the basis of a development agreement to be entered into prior to a subdivision approval or the issuance of a development permit. However, all development servicing costs associated with the development, including the provision of internal roadway systems to meet the County's Municipal Servicing Standards and the upgrading of other County roads leading to the site in order to provide good access to the residential site will be the responsibility of the developer.
- 3.3.2 Residential developments will adhere to the following conservation design-based principles in order to mitigate potential negative impacts:
  - (a) The ecology of the subject site must be considered. Environmentally sensitive lands and working landscapes should be left undisturbed wherever possible, but incorporated into the overall development. Wildlife corridors or connections between habitat areas should be maintained wherever possible.
  - (b) Development will be directed to lands within the subject site that are deemed by the County to be of lesser environmental and/or agricultural value.
  - (c) The natural landscape and topography should be considered and incorporated into the overall design of the development.

**3.4 Goal: Diverse Industrial Development**

- 3.3.3 Residential subdivisions and developments shall meet the applicable policies under **Part 5.0** of this Plan.
- 3.3.4 Residential developments will be discouraged, but not prohibited, from locating on good quality agricultural land, and shall be encouraged to locate on poorer quality agricultural land.

**3.4 Goal: Diverse Industrial Development**

**Objectives**

- 1. Encourage the clustering together of compatible industrial uses into industrial parks with existing infrastructure over areas with limited or no infrastructure service.
- 2. Encourage the diversification of the County's economic base by identifying land and policies to support the development of a diverse range of industrial developments within the County.

**Policies**

- 3.4.1 Subdivision and development proposals shall encourage development in appropriate locations.
  - (a) Industries shall be encouraged to locate in designated industrial areas that are designed and serviced to accommodate industrial development.
  - (b) Industries shall be allowed to locate in intermunicipal areas in the manner provided for in an approved Intermunicipal Development Plan or Area Structure Plan, in accordance with the provisions within the County's Land Use Bylaw and consistent with the policies in this Plan.
  - (c) Before approving any development proposal for an industrial use, the County may require the provision of a Cumulative Effects Assessment including environmental impact information and a risk assessment (such as that provided for by the Major Industrial Accidents Council of Canada (MIACC)) to assist the County in assessing the impact of the proposed development in relation to the natural and human environments, and indicate both if and how any negative matters can be mitigated. The Development Authority may require the implementation of any mitigating actions indicated in the information and assessment as a condition of any development approval.
  - (d) Multi-lot developments shall be consistent with the provisions in **Part 5.0** of this Plan and the County's Land Use Bylaw for conservation or cluster subdivision and development to reduce potential land use conflicts and minimize servicing costs.
- 3.4.2 All proposals for non-residential subdivision and development shall:
  - (a) In the opinion of the relevant Authority, NOT conflict with or jeopardize surrounding land uses;

*3.4 Goal: Diverse Industrial Development*

- (b) Be considered only in accordance with a Site Development Plan, or at the request of the Development Authority an Area Structure Plan, which has been prepared by a Registered Professional Planner (RPP) pursuant to County Policy and approved in accordance with the Municipal Government Act.
    - (i) in preparing a Site Development Plan or Area Structure Plan, the proponent shall consider:
      1. the impact on adjacent land uses;
      2. transportation and access;
      3. provision of water and sewer services;
      4. storm drainage;
      5. the provision for municipal reserve;
      6. the impact on community services, such as safety & fire protection;
      7. the municipal servicing costs associated with the development;
      8. landscaping and buffering;;
      9. risk assessment; and
      - 10.any other matters identified by County Policy.
    - (ii) a Site Development Plan or, when required, an Area Structure Plan shall:
      1. be accompanied by an identification of all municipal costs associated with the proposal;
      2. meet all provincial requirements and obtain a development permit from the County prior to construction; and
      3. be encouraged to locate near or adjacent to provincial highways.
  - (c) Development shall not result in any additional costs to the County, unless the County has entered into an agreement to share costs.
  - (d) All industrial developments shall obtain the approvals and permits required by provincial legislation and a development permit from the County.
  - (e) Industrial development shall be encouraged to locate on land that is physically suited for the proposed use, considering factors such as soil, drainage, slopes and the availability of necessary services.
  - (f) Industrial development shall not be located in areas where the use is likely to subject residences, hospitals, schools, or other sensitive land uses, as defined in the County's Land Use Bylaw, to high levels of noise.
- 3.4.3 Industrial development proposals are required to identify all municipal servicing costs associated with the development. The assignment of these costs between the County and the developer will be the basis of a development agreement to be entered into prior to a subdivision approval

**3.4 Goal: Diverse Industrial Development**

or upon the issuance of a development permit. However, all development servicing costs associated with the development, including the provision of internal roadway systems to meet the County's Municipal Servicing Standards and the upgrading of other County roads leading to the site in order to provide good access to the industrial site will be the responsibility of the developer.

- (a) Multi-lot industrial developments shall be consistent with the provisions in the County's Land Use Bylaw for conservation or cluster subdivision and development to reduce potential land use conflicts and minimize servicing costs.

3.4.4 Industrial subdivisions and developments shall meet the applicable policies under **Part 5.0** of this Plan.

3.4.5 Industrial development requiring municipal services will be encouraged to locate in areas with access to municipal servicing.

- (a) Industrial development that requires access to municipal services shall be encouraged to locate where such services are available.
- (b) Council shall only consider proposals for the development of lands for industrial uses in a hamlet, if the proposal is for a Light Industrial Use, as defined and subject to the provisions in the County's Land Use Bylaw.
- (c) Industries that require urban services shall be considered where such services are available either from the County or where a joint development/servicing agreement between the County and an adjacent urban municipality has been finalized.
- (d) Industrial subdivision and development which, in the opinion of the relevant Authority, could have a significant impact on the community and environment, shall be controlled through the process of Land Use Bylaw amendment to an appropriate Industrial District in the Land Use Bylaw and, in areas where there is an Intermunicipal Development Plan or an Area Structure Plan, by amendment to the appropriate Plan.
- (e) The proponent of any new industrial development or expansion of such development shall identify any costs associated with providing new services and upgrading existing services made necessary by the proposed development. The apportionment of costs shall be negotiated by the County and be settled within a development agreement which shall be a condition of subdivision or development approval.
- (f) In order to encourage the establishment of diverse industries in the County, an area may be established within which only certain industry-specific type(s) may be located. If the County does this, the identified area shall be designated through an Area Structure Plan, and appropriate Land Use Bylaw regulations shall be applied to substantially regulate both the industry and any adjacent development to the industry-specific area.

3.5 Goal: Suitable Commercial Development

3.5 Goal: Suitable Commercial Development

Objectives

1. Accommodate commercial facilities in appropriate locations throughout the County, as provided for in the County's Land Use Bylaw recognizing that specific commercial uses may require unique site locations in order to serve our communities.
2. Support commercial developments that will not adversely affect the standard of safety or convenience, or the functional integrity of any highway or road.

Policies

- 3.5.1 Subdivision and development proposals shall minimize the impacts of commercial activities on working landscapes and cultural landscapes.
  - (a) proposals for commercial development shall be considered where they:
    - (i) will not unnecessarily fragment the working landscape; and
    - (ii) do not conflict with adjacent land uses.
- 3.5.2 Commercial development shall be allowed to locate in intermunicipal areas in the manner provided for in an approved Intermunicipal Development Plan or Area Structure Plan and consistent with the provisions in the County's Land Use Bylaw.
- 3.5.3 Commercial development with servicing requirements that do not exceed the servicing capabilities of the hamlet or negatively impact the character of the hamlet shall be encouraged.
- 3.5.4 Commercial subdivisions and developments shall meet the applicable policies under **Part 5.0** of this Plan.
- 3.5.5 Multi-lot commercial developments shall be consistent with the provisions in the County's Land Use Bylaw for conservation or cluster subdivision and development to reduce potential land use conflicts and minimize servicing costs.
- 3.5.6 All proposals for commercial development (including multi-lot commercial or business developments) shall:
  - (a) in the opinion of the Development Authority, NOT conflict with or jeopardize surrounding land uses;
  - (b) be considered only in accordance with a Site Development Plan, unless the County requires an Area Structure Plan, which has been prepared by a Registered Professional Planner pursuant to County Policy and approved in accordance with the Municipal Government Act.
  - (c) In preparing a Site Development Plan or Area Structure Plan, the proponent shall consider:
    - (i) the impact on adjacent land uses;

**3.5 Goal: Suitable Commercial Development**

- (ii) transportation and access;
  - (iii) provision of water and sewer services;
  - (iv) storm drainage;
  - (v) the provision for municipal reserve;
  - (vi) the impact on community services, such as safety & fire protection;
  - (vii) the municipal servicing costs associated with the development;
  - (viii) landscaping and buffering;;
  - (ix) risk assessment; and
  - (x) any other matters identified by County Policy.
- (d) a Site Development Plan or, when required, an Area Structure Plan shall:
- 1. be accompanied by an identification of all municipal costs associated with the proposal;
  - 2. meet all provincial requirements and obtain a development permit from the County prior to construction; and
  - 3. be encouraged to locate near or adjacent to provincial highways.
- 3.5.7 Commercial development shall not result in any additional costs to the County, unless the County agrees to share costs.
- 3.5.8 All commercial developments shall obtain the approvals and permits required by provincial legislation and a development permit from the County.
- 3.5.9 Commercial development proposals are required to identify all municipal servicing costs associated with the development. The assignment of these costs between the County and the developer will be the basis of a development agreement to be entered into prior to a subdivision approval or upon the issuance of a development permit. However, all development servicing costs associated with the development, including the provision of internal roadway systems to meet the County's Municipal Servicing Standards and the upgrading of other County roads leading to the site in order to provide good access to the development site will be the responsibility of the developer.
- 3.5.10 In consideration of a proposal for a commercial development, an assessment of the proposed development may be required, which:
- (a) precisely defines the boundaries of the proposal;
  - (b) designates suitable building sites;
  - (c) ensures the functional integrity of the adjacent roads is maintained through the use of service roads and limited access points;
  - (d) defines standards of development consistent with the County's Land Use Bylaw, including architectural, landscaping, and sign controls;

3.6 Goal: Emergency Preparedness

- (e) identifies methods and facilities for servicing;
- (f) includes groundwater and soil permeability tests; and
- (g) any other matters identified by County Policy.

3.5.11 Commercial subdivision and development that, in the opinion of the relevant Decision Authority, could have a significant impact on the community and environment, shall be controlled through the process of Land Use Bylaw amendment by redesignation to an appropriate Designated District in the Land Use Bylaw and, in areas where there is an Intermunicipal Development Plan or an Area Structure Plan, by amendment to the appropriate Plan.

3.6 Goal: Emergency Preparedness

Objective

1. Ensure the safety of all County residents by requiring emergency preparedness measures to be a consideration in the design and approval of developments throughout the County.
2. Work collaboratively with adjacent municipalities to support public safety in natural disasters and emergency situations.

Policies

- 3.6.1 Developments shall be designed to ensure high levels of emergency preparedness within a rural context.
- (a) Developments shall encourage the use of effective wildfire prevention techniques and the development of on-site firefighting measures to reduce the risk of wildfires resulting from development.
  - (b) Applications for subdivision and development may be referred to the province's Land and Forest Service or the local fire department for comment in evaluating the suitability of a site in forested land for development.
  - (c) Development which is too remote to be adequately serviced by existing firefighting services shall be considered subject to the following as conditions for approval:
    - (i) the provision of a suitable on-site water supply for firefighting purposes;
    - (ii) the use of fire resistant building methods;
    - (iii) the installation of spark arrestors on chimneys; and/ or
    - (iv) the removal of trees, shrubs, and fuels in proximity to certain developments.
  - (d) Development in significant wildfire hazard areas shall be discouraged.



**3.6 Goal: Emergency Preparedness**

- (e) Provision of appropriate fire protection measures may be required as a condition of approval in an application for development, subdivision, a Site Development Plan, or an Area Structure Plan.
  - (f) Provision of an emergency access may be required as a condition of approval of subdivision or development.
  - (g) Residential development will be prohibited in those areas which are too close to sour gas facilities, in accordance with Provincial legislation and regulations.
- 3.6.2 Multi-lot subdivision and development proposals shall ensure compatibility with surrounding land uses.
- (a) Buffering measures, to the satisfaction of the Development or Subdivision Authority may be required at time of development or subdivision between residential uses and other, adjacent land uses.
  - (b) Development will be encouraged to implement FireSmart preventative measures or similar strategies that aim to reduce the risk of and mitigate potential damage caused by wildfires.
- 3.6.3 The County will promote collaboration and partnerships with various stakeholders in the develop net of emergency preparedness plans and strategies.
- (a) The County will actively promote collaboration with adjacent municipalities to ensure adequate emergency preparedness measure are in place.
  - (b) The County will engage residents, businesses, employers, utility companies, subject matter experts, community, and faith-based organizations as partners to help identify opportunities to strengthen the region's hazard resilience.



## PART 4.0

# GROWTH MANAGEMENT

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4.1 Goal: Responsible Regionalism

## 4.0 GROWTH MANAGEMENT

*“The only constant is change, continuing change, inevitable change; that is the dominant factor in society today. No sensible decision can be made any longer without taking into account, not only the world as it is, but the world as it will be.” — Isaac Asimov.*

Growth can be an exciting but tumultuous experience for predominantly rural municipalities such as the County of Vermilion River. On one hand, the County benefits from an expanding economy, an increasing tax base, and more vibrant communities. On the other hand, the County must contend with a series of challenges including meeting future demands for services and environmental protection.

In 2013 the County completed a Regional Growth Management Strategy that outlined how the County can support a projected population of up to 14,500 residents by 2052, in keeping with the County’s goals of fiscal, environmental, and social sustainability.

The following objectives and policies support and expand the goals and objectives of the Regional Growth Management Strategy.

### 4.1 Goal: Responsible Regionalism

#### Objectives

1. Support well-balanced and well-planned growth that harmonizes the needs and visions of our community and is supported by its residents input.
2. Strengthen cross-jurisdictional planning and collaboration with neighbouring municipalities by ensure that all local proposals account for, connect with, and support the goals and objectives of provincial, regional, and intermunicipal plans.

#### Policies

- 4.1.1 Development shall be in a manner that reflects the aspirations of residents, landowners, and other stakeholders.
  - (a) The County will develop and adopt a Regional Growth Management Plan that will identify growth areas and provide a means of monitoring change over time. The Plan should take into consideration the recommendations of the Regional Growth Management Strategy.
- 4.1.2 Creative, regional collaboration and diversification based on planned growth, relationship building and engagement shall be encouraged.
  - (a) The County will promote regional cooperation and sharing of resources.
  - (b) The County will include regional development visions and plans in local planning scenarios.
  - (c) The County will ensure local plans are consistent with regional plans and priorities.

4.2 Goal: Complete Communities

- (d) The County will identify and delineate designated growth areas for residential and non-residential uses.
- (e) The County will promote intermunicipal dialogue at both the political and administrative levels to facilitate an approved and united vision for the region.
- (f) The County will collaborate with industry and municipal partners to develop, update and align risk management initiatives regarding heavy industrial development located within and along County borders.
- (g) The County will encourage the coordination of joint municipal processes and Planning Documents that provide agreement for land-use activity along shared municipal boundaries.
- (h) The County will establish infrastructure servicing and joint-use partnership agreements with municipal neighbours and other government agencies that are mutually beneficial and provide for the coordinated distribution of municipal services.
- (i) The County will strive to understand stakeholder perspectives and concerns by promoting consultation and participation in projects of County-wide significance.

4.1.3 Orderly growth and development within the County's hamlets shall be encouraged.

- (a) Development adjacent to hamlets shall be in accordance with the provisions within the Land Use Bylaw.
- (b) Development in hamlets which do not have communal water supply and sewage disposal systems should be planned and designed so that the lots are of a size and the subsequent development is of a configuration which would permit re-subdivision to a higher density should communal water supply and sewage disposal systems eventually be available.

4.1.4 Regional cooperation in the provision, operation and maintenance of infrastructure services will be encouraged.

- (a) The County will endeavour to cooperate with other municipalities in the upgrading of intermunicipal roadways.
- (b) The County will endeavour to cooperate wherever possible with other municipalities and/or the provincial government with planning, development and operation of sanitary waste disposal facilities and sewage lagoons.
- (c) Development adjacent to the future Highway #16 Lloydminster bypass must be designed to adhere to provincial requirements regarding siting and access.

4.2 Goal: Complete Communities

Objective

**4.2 Goal: Complete Communities**

1. Provide necessary community facilities and services to our residents in an efficient, cost-effective and quality manner within the financial resources of the County, consistent with concerns to protect natural resources and accomplish managed, concentrated, and well-planned development.
2. Create a sustainable mix of commercial and residential uses within the hamlets.

**Policies**

- 4.2.1 The County will encourage a variety of development types in an effort to achieve complete communities.
  - (a) The County shall require development proposals to respect the existing scale, type and character of the community. Secondary suites or mixed-use developments may be contemplated, in accordance with the provisions within the County's Land Use Bylaw, where the applicant can successfully demonstrate to the relevant Authority that no significant impacts on municipal infrastructure or community amenities will occur.
- 4.2.2 The County will encourage orderly growth and urban density development within the County's hamlets.
  - (a) The County will develop and adopt a Hamlet Plan for each of the hamlets in the County to guide growth and expansion for each of the Community Areas, which will maintain their distinctive attributes and provide residential and non-residential development opportunities different from those provided in urban centers.
  - (b) The County will ensure that hamlets have enough land within their respective boundaries to undertake comprehensive land use planning and development of servicing systems.
- 4.2.3 Development shall be encouraged in those hamlets where municipal piped water supply and sewage collection and disposal services are already available, or can be economically made available.
  - (a) Development in hamlets that do not have communal water supply and sewage disposal systems shall be planned and designed so that the lots are of a size and the subsequent development is of a configuration that would permit further subdivision to a higher density should communal water supply and sewage disposal systems eventually become available.
  - (b) The County shall ensure that development accounts for increased population and subsequent community impacts through the timely delivery of social services and communities amenities.
  - (c) The County shall undertake an evaluation of municipal servicing needs prior to significant Hamlet development or expansion in order to identify and prioritize improvements for development.



#### 4.3 Goal: Urban Growth Areas

- 4.2.4 The County will promote quality public spaces by restricting the dedication of municipal reserve for right-of-ways, public utilities and marginal lands as they are not considered useable parks and open spaces.
- (a) The County should ensure that community facilities and support services are suitably located for the identified residential populations that they are intended to serve.
  - (b) The County should encourage the use of joint partnership agreements with public and separate school boards for delivering community service.

### 4.3 Goal: Urban Growth Areas

#### Objective

1. Balance growth and expansion needs of urban centres with the needs of residents and communities adjacent to their boundaries.
2. Promote an orderly transition from low density uses to higher density urban uses through the establishment of efficient, compact patterns of land use in a manner that discourages uncontrolled, sprawl, leap-frog, or strip development within intermunicipal boundary areas.

#### Policies

- 4.3.1 Expansion of adjacent municipalities and hamlet communities will be ensured in an orderly manner and in a manner that encourages the sustainability of the municipalities and communities.
- (a) Adjacent municipalities and hamlet communities will be encouraged to accommodate growth in areas that would minimize the removal of:
    - (i) regionally significant natural resources; and
    - (ii) environmentally sensitive areas.
- 4.3.2 Development on lands near adjacent municipalities and hamlet communities should be in harmony with future growth requirements and should be able to accommodate urban uses.
- (a) The policies within approved Intermunicipal Development Plans and any approved Site Development Plan or, when required, an Area Structure Plans will apply to the lands located in the areas affected by those Plans.
  - (b) The County will continue to work closely with adjacent municipalities in the detailed planning of the lands near them, and by continuing to do detailed planning with the goals being the best utilization of the land and the minimization of long range land use conflicts and servicing costs.

An aerial photograph of a landscape. The foreground is a vast, flat green field. In the middle ground, there is a small cluster of buildings, possibly a farm or a small town, surrounded by trees. The background shows a distant town or city under a sky filled with large, white, fluffy clouds. The overall tone is bright and airy.

## PART 5.0

## SUSTAINABLE DEVELOPMENT



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5.1 Goal: Manage Land Use and Built Environment

## 5.0 SUSTAINABLE DEVELOPMENT

*“Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs” — United Nations 1987.*

Although, the concept of sustainability may suggest a sense of stability to some, it does not mean that in the future we will, or should, function the way we function today. Communities evolve, and change is the only surety we have of the future (although, some residents will always fight for their community to remain exactly as it was the day that they moved in). Nevertheless, unmanaged change can be detrimental to the social and fiscal wellbeing of a community, which is not sustainable.

The value added of the concept of sustainability, above and beyond the social, economic, and environmental concerns that make it up, is that it forces us to recognize links and trade-offs, rather than dealing with each concern independently. To achieve sustainability, we need to sustain our economy, protect our environment, and achieve our social goals — ideally without trading off one goal for another (Hecht 2007).

The following objectives and policies set the direction for the County’s future growth and development. The policies provide direction on how our County will maintain successful communities, create a stronger sense of place and civic identity. They support planning for a balanced land-use mix for fiscal sustainability characterized by a pattern that includes both residential and non-residential uses, such that the long-term cost of providing a desirable level of services to residents, business owners, and visitors is closely matched to the tax or user-fee revenue generated by those uses. They guide the development of land within the County, and ensure that such development enhances the quality of life in the County.

Land is a limited resource and how we use it reflects our community values and priorities.

### 5.1 Goal: Manage Land Use and Built Environment

#### Objectives

1. Manage appropriately land use and development to strengthen our local economy: providing a diverse range of jobs, goods, services, and the tax revenue necessary to maintain quality services to meet the needs of our communities.
2. Address land uses and the built environment in a manner that strengthens the sense of place for the County as a whole, as well as its rural landscape.

#### Policies

- 5.1.1 Subdivision and Development proposals shall be consistent with plans for identified regional growth and development areas, which provide the framework for logical, efficient land-use patterns that accommodate a mix

**5.1 Goal: Manage Land Use and Built Environment**

of uses in accessible and safe configurations that are attractive, efficient, and sustainable.

- (a) New development shall be focused in and around existing developed areas to discourage rural sprawl.
- (b) The County will support development that respects natural topography, such as conservation and cluster development to preserve and protect natural areas and promote the efficient use of existing infrastructure.
- (c) The County will support innovative practices that promote fiscal sustainability by making more efficient use of existing infrastructure and topographies, such as low-impact development, including green infrastructure.
  - (i) Green building and site design in development and redevelopment projects is encouraged.
  - (ii) appropriate site design standards shall be followed and appropriate buffers shall be located between non-residential developments and other existing and future sensitive land uses and roadway profiles in order to provide adequate visual or acoustic screening.
  - (iii) The County may require that the applicant of a development apply the principles and guidelines of Crime Prevention through Environmental Design within subdivision and development reviews to guide design and ensure effective use of the built environment.
- (d) Shared driveway access, parking, and coordinated site plan designs for non-residential uses is encouraged.
- (e) The County will identify brownfield sites within the County and develop a strategy for mitigation and redevelopment into productive uses.
- (f) The County will provide sufficient commercial and industrial sites to be competitive in attracting new, high-quality businesses to the County. Sites should be located to avoid adverse impacts to existing and planned residential communities.

5.1.2 Development for non-agricultural uses will be encouraged to be located on lower agricultural capability lands, unless it can be demonstrated by the proponent that the benefits to the community justify the use of higher capability agricultural lands.

- (a) Fragmentation of rural land and working landscapes is discouraged.
- (b) Development on Hazardous Lands that are deemed undevelopable or may result in life loss or injury, property damage, social, and economic disruption or environmental degradation shall not be permitted.
- (c) The development of non-agricultural land uses within the County should be considered only in the case where agricultural opportunities are not compromised by conflicting developments.

*5.1 Goal: Manage Land Use and Built Environment*

- (d) The County shall encourage the development of vacant lots, underdeveloped sites, and the redevelopment of older buildings within the hamlets, provided that the infill development or redevelopment will not adversely affect the surrounding areas and is consistent with the provisions in the County's Land Use Bylaw.
- (e) Industries shall be encouraged to locate on lower capability agricultural land, in proximity to paved County roads or provincial highways, and in areas with access to existing water and power services wherever possible.
- (f) Commercial uses shall be encouraged to locate on lower capability agricultural land wherever possible.
- (g) Adjacent municipalities should be encouraged to expand in areas which would minimize the removal of higher capability agricultural land.
- (h) Expansion of hamlets should be discouraged from occurring on higher capability agricultural land.
- (i) Council shall only support annexation proposals in accordance with the policies in **Sub-section 6.4** of this Plan.

**5.1.3** Development should only occur on lands that do not have critical development constraints.

- (a) Groundwater of sufficient quantity and quality should be available to support the proposed development. Development will be discouraged in areas where reserves of potable water are inadequate.
- (b) Development will be discouraged in areas characterized by wetlands, swamps, muskeg, or saturated soils. Development will also be discouraged in valleys, ravines, or seasonal draws. Where development is allowed in areas exhibiting these characteristics the development must adhere to provincial regulations, guidelines and wetland mitigation policies.
- (c) Development shall be prohibited on slopes in excess of 15% or on slopes which are subject to slippage or mass movement.
- (d) Development is discouraged from locating on soils that have extremely fast percolation rates and/or which might result in the possibility of groundwater contamination.
- (e) No permanent structures will be allowed within the 1:100 year flood plain of any river, stream or lake shore, unless proper flood proofing techniques are applied. A certificate from a qualified, registered professional engineer or architect will be required by the County to confirm that the development has been properly flood proofed.
- (f) The County shall encourage flood plain and flood prone areas to be kept in their natural state. However, if provincial requirements are met and engineering studies have been completed by the applicant that

**5.2 Goal: Adequate Subdivision of Land**

supports development within these areas then the development authority may approve non-residential development within these locations as long as any mitigation measures identified by the province and in any supplementary engineering studies are adhered to.

- (g) On municipal lands within flood areas, new development should be limited to recreational uses.
- (h) Unless unique site requirements determine otherwise, development proposals adjacent to environmental features should conform to the Alberta Environment Land Conservation Guidelines so far as they pertain to setback requirements from valley breaks, ravines and watercourses.
- (i) The County shall continue working in collaboration with non-profit organizations and the Province to manage and conserve wetlands within the County's boundary.

**5.1.4 Conversion of productive farmland to non-farm uses is discouraged. (See Section 5.9).**

- (a) The County will encourage new pipelines, electrical and transmission lines, rail lines and road developments to be located adjacent to quarter section or property boundaries and/or within recognized corridors to limit the further fragmentation of lands within the County.
- (b) The County will discourage the premature conversion of productive agricultural land to other uses when equally viable alternatives exist.
- (c) Developments for non-agricultural uses will be encouraged to locate on lands of lower agricultural capability and in areas where possible negative impact on agriculture are minimized.

**5.1.5 The County will diversify the economy and strengthen the tax base through land use and development.**

- (a) The County will promote community-based economic development that benefits local rural businesses and residents.
- (b) Environmentally sustainable businesses and work will be encouraged to attract and grow green jobs in the County.

**5.2 Goal: Adequate Subdivision of Land**

**Objective**

1. Provide guidance to the Subdivision Authority when considering proposals for the subdivision of land within the County in accordance with the objectives and policies of this Plan, consistent with provincial legislation.
2. Ensure safe and reasonable enjoyment and use of County lands by our residents that benefit both present and future generations.

**Policies**

5.2 Goal: Adequate Subdivision of Land

- 5.2.1 Subdivisions shall require redesignation to the appropriate Land Use District at the time of subdivision.
- 5.2.2 The maximum number of titles out of a quarter section that will be allowed is four (4), meaning the title for the quarter + 3 new titles. (See **Figure 1**)
  - (a) Subdivisions within a conservation area are limited to a maximum of two (2) titles per quarter section, meaning the title for the quarter + 1 new title. (See **Figure 2**)

Figure 1. Maximum number of titles out of a quarter section.

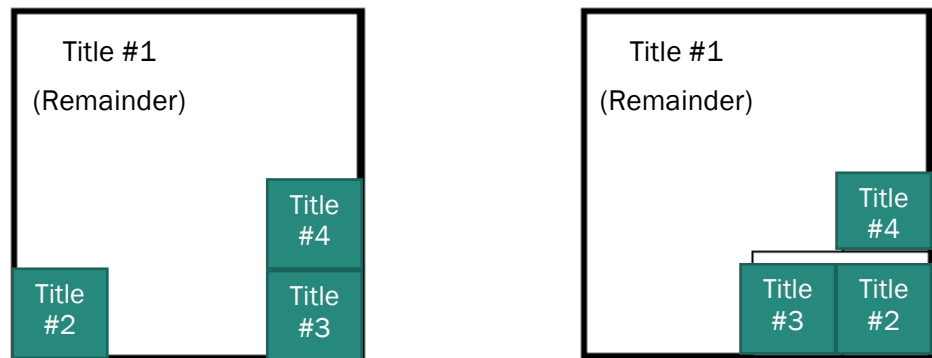
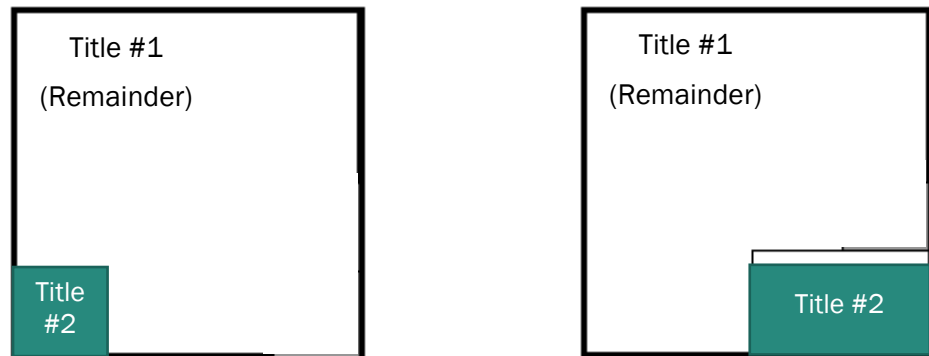


Figure 2. Maximum number of titles out of a quarter section within Preservation and Sensitive Areas.

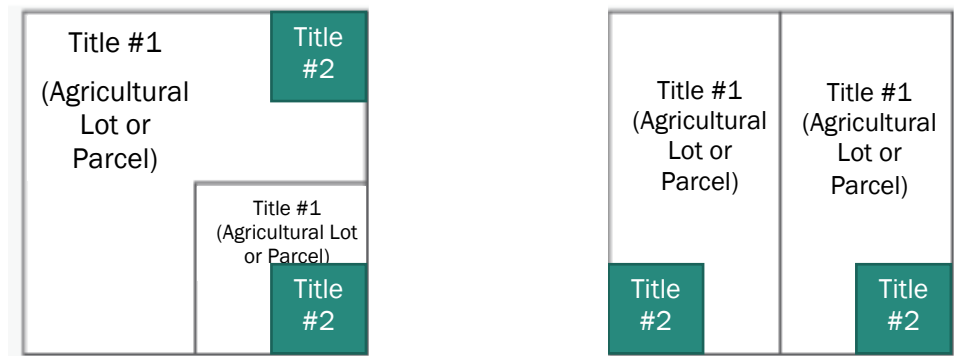


- (b) Subdivisions of existing Agricultural Lots or Parcels are limited to a maximum of one (1) additional title per existing Agricultural Lot or Parcel, meaning the title for the existing Agricultural Lot or Parcel + 1 new title, to a maximum of 4.04 ha (10.0 ac), subject to a Real Property Report or Building Site Certificate prepared by an Alberta Land Surveyor where the additional amount of land to be subdivided has been demonstrated by the applicant, to the satisfaction of the Subdivision Authority. The Real Property Report or Building Site

**5.2 Goal: Adequate Subdivision of Land**

Certificate shall verify the locations of all improvements, site features, and proposed boundaries. (See **Figure 3**)

**Figure 3. Maximum Subdivision of Existing Agricultural Lots or Parcels.**



5.2.3 A Site Development Plan prepared by a Registered Professional Planner will be required prior to approval of a Subdivision that would create more than four (4) titles out of a quarter section, as per **Section 5.2.2 above**. The preparation of an Area Structure Plan by a Registered Professional Planner may be required for specific areas where it is considered to be in the best interest of the community, unless otherwise indicated within an applicable statutory plan. (See **Figure 1**)

- (a) A multi-lot subdivision for residential and/or non-residential use shall be considered to be any subdivision that will create more than four (4) titles on a quarter section, meaning the title for the quarter + 3 new titles. (See **Figure 1**).
- (b) Multi-lot subdivisions may require a Land Use Bylaw amendment and, where there is an Intermunicipal Development Plan or an Area Structure Plan, an amendment to the appropriate Plan may be required.
- (c) Multi-lot subdivisions shall comply with the applicable provisions of the County's Land Use Bylaw.

5.2.4 Subdivisions shall be designed to follow the logical extension of existing infrastructure.

- (a) Subdivisions shall not be approved where access to existing graded and graveled or paved roads does not exist, or where construction of roadway and access to County standards to the site is not undertaken primarily by the landowner/developer.
- (b) Access to individual lots within a multi-lot subdivision will be provided by internal roads or service roads developed to meet the County's General Municipal Servicing Standards, and not directly onto Provincial Highways or County main grid roads.

*5.2 Goal: Adequate Subdivision of Land*

- (c) The assessment of the suitability of a proposed residential subdivision will not take into consideration required setbacks for private sewage disposal systems. Rather, if a subdivision results in the reduction of setbacks between an existing or proposed private sewage disposal system and a property line then the developer will be required to ensure that the existing or proposed private sewage disposal system conforms to all relevant provincial regulations affecting private sewage disposal systems.
  - (d) The subdivision of a naturally fragmented parcel shall not be approved for any use, unless the fragmented parcel is fragmented by reason of one or more public roadways, railways, rivers, or creeks.
  - (e) In addition to the criteria indicated in **Policy 5.2.4(d) above**, a natural fragmentation may also be considered to be a barrier to the crossing of cultivation equipment created by substantial topography, such as a ravine or gully. The determination that such a topographic barrier is a natural fragmentation for the purpose of subdivision shall be at the sole discretion of the Subdivision Authority.
  - (f) In the case where another policy of this plan would allow for a subdivision to occur and the subject site also contains a fragmenting feature as described in **Policies 5.2.4(d) and (e) above**, and where the fragmented area contains adequate developable area, the County will encourage the developer to subdivide the fragmented area, as the first subdivision from the subject site.
  - (g) The County may refuse to approve an application that proposes to subdivide a fragmented parcel if:
    - (i) in the opinion of the County, the construction and maintenance of the roadway adjacent to the parcel would serve no greater or long-term public interest; and
    - (ii) the municipality is responsible for the maintenance of the roadway upon completion of its construction or upgrading.
  - (h) Documentation indicating that arrangements satisfactory to the County have been made regarding a development's water supply, sewage disposal, and storm water management systems, including access to the systems for maintenance and any necessary easements, may be conditions of approval for multi-lot subdivisions and/or development.
    - (i) Documentation indicating that satisfactory arrangements have been made regarding a development's sewage disposal system may be a condition of approval for residential subdivision and/or development.
- 5.2.5 Subdivisions' lot or parcel size shall be in accordance with the lot or parcel size for the Designated Land Use District within the County's Land Use Bylaw.



**5.2 Goal: Adequate Subdivision of Land**

- (a) However, lots or parcels and farmstead separations may be larger than allowed in a Land Use District subject to a Real Property Report or Building Site Certificate prepared by an Alberta Land Surveyor; which verifies the locations of all improvements, site features, and proposed boundaries; where it has been demonstrated by the applicant, to the satisfaction of the subdivision authority, that the site includes topographical features such as:

- (i) treed areas,
  - (ii) sloughs, and/or
  - (iii) poor quality farmland with a farmland assessment ratio of 10% or less, which is rocky or sandy land or slough areas.

Only additional lands that the Real Property Report or Building Site Certificate demonstrates are required to accommodate the improvements, farm yard, or topographical features will be permitted.

- (b) At the discretion of the Subdivision Authority, lots may also be larger, where it has been demonstrated by the applicant, to the satisfaction of the subdivision authority that the larger lot or parcel has been requested to include land that otherwise would be a small area of the remaining farm unit less than 60 m (200 ft.) in width, between the lot and a boundary of the quarter section or adjacent to a road.

**5.2.6 Generally, a total maximum area of 10.1 ha (25.0 ac) will be allowed for separation per quarter section. (See **Figure 3**)**

- (a) However, at the discretion of the Subdivision Authority, where a quarter section contains two (2) oversized farmsteads, as defined within this Plan, a total area of 12.1 ha (30.0 ac) may be permitted to be subdivided from a quarter section to accommodate the two (2) oversized farmsteads. In such cases, a Real Property Report or Building Site Certificate prepared by an Alberta Land Surveyor, will be required to verify the locations of all improvements, site features, and proposed boundaries. (See **Figure 4**)
  - (i) If the Real Property Report or Building Site Certificate does not demonstrate that the additional land is required to accommodate the topographical features or improvements then the additional lands will not be permitted.

**Figure 4. Maximum Separation per Quarter Section.**

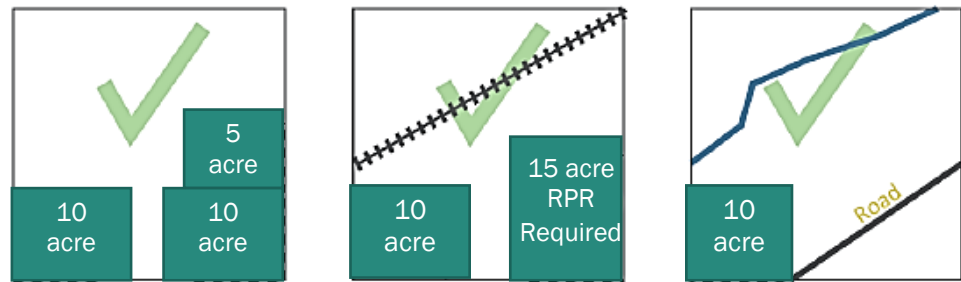


Figure 5. Oversize Farmstead Separations.



5.2.7 Lots which include areas described as “pan handles” (lengthy narrow sections leading to a wider development site), shall not be approved by the Subdivision Authority. Exceptions to this policy shall be allowed, if in the opinion of the Subdivision Authority, the proposed Subdivision does not interfere with an existing agricultural operation and:

- (a) The subdivision is to separate an existing farmstead from the balance of the quarter section; and
- (b) The lengthy narrow section is directly adjacent to the property line or quarter section line, whichever the case may be; or
- (c) The lengthy narrow section is at least 100 m from the property line or quarter section line, whichever the case may be.

5.2.8 Land Use Bylaw amendments for multi-lot development that will be considered by the County shall include the following criteria:

- (a) The site should possess features such as trees, ravines, hilly terrain or other topographical features that would provide an attractive residential environment. When the amendment is to allow a currently vacant parcel from a quarter section, the site should not include

*5.2 Goal: Adequate Subdivision of Land*

cultivated land or good quality agricultural land. Where a site is fully or partially treed, all possible means will be undertaken to retain the maximum amount of tree cover.

- (b) The density of development shall be directly related to the development capability of the land resources, such as potable water supply, topography, vegetation, soil, and drainage. In this regard, proponents for multi-lot and residential development may be required to provide the County with an assessment of environmental constraints on the site and the means whereby negative impacts on the natural environment may be mitigated.
- (c) Unless the proposed parcel is for the second or third or fourth parcel to be subdivided from a quarter section, access to individual lots will be provided by internal roads or service roads developed to standards acceptable to the County, and not directly onto Provincial Highways or County grid roads.
- (d) There shall be an adequate supply of potable water for the development as proposed. The supply may be provided by wells or by other options, such as by hauling or by communal systems, in accordance with Provincial regulations. If the well option is to be considered, the Council will ask that the report required under the Water Act for multi-lot residential subdivisions be provided at the Land Use Bylaw amendment stage for its consideration. If the communal system is to be considered, Council will require that the creation or expansion of such systems be undertaken at the developer's cost, and not at the County's cost.
- (e) Sanitary sewage shall be treated and/or disposed of in accordance with Provincial requirements. In this regard, the Council will ask that information be provided at the Land Use Bylaw amendment stage for its consideration. If a communal system is to be considered, Council will require that the creation or expansion of such systems be undertaken at the developer's cost, and not at the County's cost.

5.2.9 Residential Development

- (a) The County will support responsible residential subdivision and development practices, consistent with the provisions in the County's Land Use Bylaw.
  - (i) Residential subdivision or development shall not normally be allowed:
    1. within an area likely to be subjected to high levels of noise from industry, transportation facilities, or other sources of noise;
    2. in close proximity to a resource extraction operation;
    3. within a known 1 in 100 year flood plain; or

*5.2 Goal: Adequate Subdivision of Land*

4. within the minimum distance separation between a single dwelling and a confined feeding operation as determined through the use of Schedule 1 of the Standards and Administration Regulation adopted pursuant to the Agricultural Operation Practices Act; or
5. adjacent to river banks, unless the banks are certified as being stable by an engineer prior to development, or, alternatively, unless the land owner takes all responsibility for the impact of any bank instability currently or in the future.
  - (ii) Residential subdivisions should be located in proximity to gas, electrical, and telephone lines which have existing spare capacity to sustain the additional usage.
  - (iii) Residential subdivisions shall have direct access to existing maintained roads. Multi-lot residential subdivisions shall be encouraged to locate in proximity to paved County roads or provincial highways.
  - (iv) Where a subdivision for residential purposes is proposed, the developer shall be required to enter into a development agreement with the County wherein the developer agrees to be responsible for all the costs associated with the subdivision and development.
  - (b) Residential development will be prohibited in those areas which are too close to sour gas facilities, in accordance with Provincial legislation and regulations, in accordance with the provisions in the County's Land Use Bylaw.
  - (c) Multi-lot residential subdivisions should be clustered or grouped to reduce potential land use conflicts and minimize service costs.
    - (i) Multi-lot non-residential subdivisions and developments shall meet the applicable policies under **Section 3.0** of this Plan.

**5.2.10 Farmsteads**

- (a) Farmstead subdivisions shall be consistent with the regulations of the County's Land Use Bylaw.
  - (i) Only one vacant lot separation or abandoned farmstead separation will be allowed per quarter section without requiring an amendment to the Land Use Bylaw. (See **Figure 6**)
  - (ii) Vacant subdivisions shall normally be located within those portions of a titled area which consist of the poorest quality agricultural land which is still developable within the quarter section.

5.3 Goal: Thriving Natural and Cultural Landscapes

Figure 6. Vacant Lot Subdivision or Abandoned Farmstead Separation.

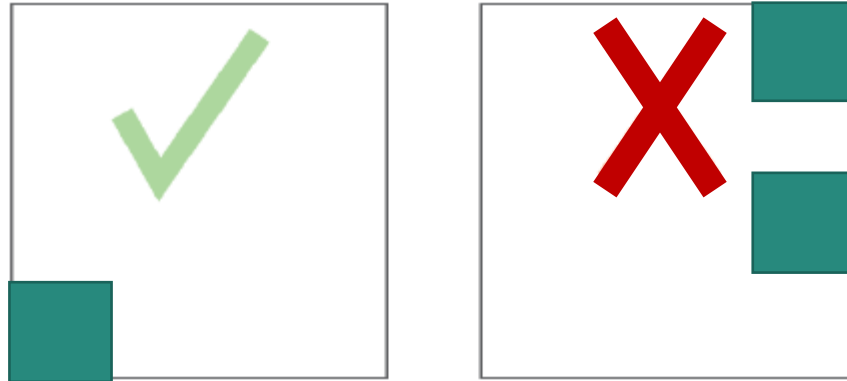


Figure 7. Farmstead Separations.



5.2.11 Non-Residential Development

- (a) The County will provide opportunities for cluster non-residential development by applying responsible residential subdivision and development practices, consistent with the provisions in the County's Land Use Bylaw.
  - (i) Multi-lot non-residential subdivisions should be clustered or grouped to reduce potential land use conflicts and minimize service costs.
- 1. Multi-lot non-residential subdivisions and developments shall meet the applicable policies under **Section 3.0** of this Plan.

5.3 Goal: Thriving Natural and Cultural Landscapes

Objective

#### 5.4 Goal: Environmental Management

1. Promote the value of the County's significant cultural landscapes.
2. Enhance the quality of life and sense of belonging that the County's unique natural features and rich cultural landscapes provide to residents and visitors alike and their contribution to the overall landscape perception and character.

##### Policies

- 5.3.1 Historical or archaeological Sites identified as Historic Resource Value pursuant to the Alberta Historical Resources Act shall be protected in accordance with Provincial legislation and regulations.
- (a) Subdivision and Development applications in locations where the proposal may impact significant cultural landscapes will require preparation of a Heritage Resource Impact Assessment by a qualified historic resource professional.
  - (b) The use of historic resources to promote tourism will be encouraged, where appropriate.
  - (c) Proposed Subdivisions and Developments on main streets of hamlets shall protect built heritage and enhance the historic significance and character of these areas.

#### 5.4 Goal: Environmental Management

The County of Vermilion River includes a range of valuable and unique environmental features. This natural capital supports not only the County's ecosystem but also the economic, social and cultural systems throughout the County. Recognizing that a successful and sustainable future is dependent on the vitality of all of the interconnected systems (built and natural environment, economic, social and cultural) the County has adopted a strong approach, for environmental management.

The County recognizes that the goal of environmental protection cannot mean total ecological integrity. Simply put, a municipality cannot reasonably expect to maintain the full structure of the ecosystem and still have roads and buildings. Rather the goal must be the achievement of an environment which does not show symptoms of stress such as:

- Decreased water quality; and/or
- Significantly reduced biodiversity.

The following objective and policies have been adopted by the County, relating to environmental management.

##### Objectives

**5.5 Goal: Efficient Servicing Planning and Management**

1. Ensure that the cumulative impact of development decisions affecting the ecological, social and heritage assets of the County will be mitigated to ensure that any negative environmental impacts are as low as is reasonably possible.
2. Encourage sustainable development in all areas without unduly impacting ecosystem health, working landscapes or the County's cultural landscapes through low net environmental impact approaches to environmental management, which will help to ensure that over all the County's natural and built heritage and the processes that connect them will prosper well into the future.

**Policies**

- 5.4.1 Identify and provide for the preservation of significant ecological sites throughout the County.
- (a) Encourage the protection of native vegetation and biodiversity in agricultural land management through support of such programs as ALUS, Cow's and Fish, Agricultural Service Board, and similar activities.
  - (b) Wildlife habitat protection practices are encouraged through identification and conservation of natural areas such as woodlots, wetlands, ravine systems and creeks/rivers.
  - (c) Endeavour to establish environmental quality goals to direct future development within the County and to provide specific points of reference for facilitating management decision making.
  - (d) Require an Environmental Impact Assessment or evaluation related to a proposed development that may have an impact on an identified natural or environmentally sensitive feature.
  - (e) Endeavour to identify cumulative impact issues and set goals to mitigate and restore identified issues, consistent with a Regional Plan. Once the goals are set, approval for new projects will be approved with reference to these limits.
  - (f) Work with provincial and non-government partners to identify and monitor established wetland and upland quality goal to determine if development and County operations are within the established goals. Monitoring is critical for evaluating the suitability of developments in different areas over time and will help to ensure the accuracy of predictions regarding future states and to refine land use and development policies and regulations.
- 5.4.2 Development on sandy or unstable soil may only be allowed if measures to control erosion are implemented, to the satisfaction of the Development Authority.

**5.5 Goal: Efficient Servicing Planning and Management**

**Objectives**

*5.5 Goal: Efficient Servicing Planning and Management*

1. Ensure efficient resource management and effective strategies to provide quality services to meet the needs of our community in a competent, safe, fiscally and environmentally responsible manner.
2. Plan ahead for expansion of capacities and extensions of the areas of service in accordance with growth projections and the establishment of future growth areas.

**Policies**

5.5.1 The County will develop and adopt Management Plans, Master Plans, Area Structure Plans, and Strategies that align with the vision and direction of the County's Municipal Development Plan (MDP) and the Regional Growth Management Strategy (RGMS) that can offer developers and prospective homeowners predictability in terms of the areas identified for future growth and extension of infrastructure.

(a) The County will develop and implement:

(ii) an Infrastructure Master Plan,

(iii) a Transportation Master Plan,

(iv) a Community Services (water/sewer) Master Plan,

(v) a Community Facilities (cemeteries/libraries/open space/recreation) Master Plan, and

(vi) a Storm Water Master Plan

to support current infrastructure needs and to address future identified growth and development areas. Until such Master Plans are in place, implement interim Infrastructure Management Strategies that focus on maximizing the existing network performance, minimizing overall County risks and adhering to current County Standards and policies.

(b) The County will develop and implement an Economic Development Master Plan to encourage, promote, and support a competitive, diverse, and adaptable local economy that creates a hospitable and attractive environment for businesses and encourages growth.

(c) The County will develop and implement a Cultural Master Plan that provides an understanding and appreciation of the County's history and culture, including features such as historic sites, sites of local significance, and any notable structures. The Plan is to promote and protect heritage places, which provide a strong sense of identity and place.

(d) The County will develop and implement an Environmental Management Plan supportive of the guiding principles outlined within the MDP. The Plan should identify, prioritize and establish management practices for sites of environmental significance within the County.



*5.5 Goal: Efficient Servicing Planning and Management*

- 5.5.2 The County will enact Responsible Subdivision and Development Practices through the establishment of policies and procedures that give due regard to federal, provincial, and municipal requirements and that promote community vitality.
- (a) Subdivision and development proposals shall meet the requirements under the Municipal Government Act, the Subdivision and Development Regulation, and the applicable provisions under the County's Land Use Policy at the discretion of the relevant Authority.
  - (b) The County shall ensure that the distribution and timing of future development coincides, and is contiguous with, infrastructure improvements.
  - (c) The County shall ensure that both subdivision and development meet or exceed the standards outlined within the County's General Municipal Servicing Standards. Standards should be reviewed and updated along with other County regulatory policies to coincide with innovations in the industry.
- 5.5.3 Proposals that incorporate an ecosystem approach that follows Eco-Logical concepts and components consistent with provincial regulation, Land Use Policies, and other applicable statutory plans will be supported.
- (a) Developers and service providers are encouraged to incorporate Ecosystem-Based Mitigation in infrastructure projects to capitalize on meaningful conservation priorities and opportunities that may be vanishing or becoming prohibitively expensive over time, increasing the cost-effectiveness of the mitigation.
    - (i) ecosystem-based mitigation is hereby defined as, the process of restoring, creating, enhancing, and preserving habitat and other ecosystem features in conjunction with or in advance of projects in areas where environmental needs and the potential environmental contributions have been determined to be greatest.
  - (b) Simultaneously, advanced mitigation should be targeted to fulfill regulatory requirements early on in the development of infrastructure projects, ensuring efficient project delivery by avoiding costly delays that can sometimes occur with permitting processes.
  - (c) Eco-Logical ecosystem approach goals to shall be met when developing infrastructure, which are:
    - (i) conservation: Protection of larger scale, multi-resource ecosystems;
    - (ii) connectivity: Reduced habitat fragmentation;
    - (iii) predictability: Knowledge that commitments made by all parties will be honored: that the planning and conservation agreements, results, and outcomes will occur as negotiated; and

**5.6 Goal: Cost-Effective Transportation and Infrastructure**

- (iv) transparency: Better public and stakeholder involvement at all key stages in order to establish credibility, build trust, and streamline infrastructure planning and development.
- (d) Subdivision and development proposals should incorporate Ecological concepts and components promote an ecosystem approach to comprehensively manage land, water, and biotic and abiotic resources to equitably promote conservation and sustainable use in all newly developed and adopted statutory plans.
  - (i) changing priorities, opportunities and threats should be accommodated over time and across landscapes through an adaptive feedback loop that includes:
    1. Integrated Planning, for determining regional ecosystem conservation priorities.
    2. Mitigation Options, these are recommended approaches that may be used to offset adverse impacts.
    3. Performance Measurements serve to assess whether the outcomes met the goals of conservation, connectivity, predictability and transparency as infrastructure projects addressed in the ecosystem approach are completed.

**5.6 Goal: Cost-Effective Transportation and Infrastructure**

**Objectives**

1. Effectively manage and maintain all municipal assets for future generations, while being mindful of today's needs.
2. Ensure that required infrastructure is constructed by developers.

**Policies**

- 5.6.1 The fragmentation of working landscapes associated with the development of linear transportation, communication, or utility facilities and services shall be discouraged.
- (a) Transportation, communication, or utility facilities and services will be encouraged to locate in a manner that:
    - (i) minimizes impacts on working landscapes;
    - (ii) minimizes the fragmentation of land, and/or the creation of fragmented parcels;
    - (iii) follows road allowances wherever feasible;
    - (iv) uses corridors to integrate a number of utilities;
    - (v) minimizes disruption of recreation, wildlife, and historic resources; and
    - (vi) avoids disruption of existing or future urban centres.

**5.6 Goal: Cost-Effective Transportation and Infrastructure**

- (b) Only those proposals which minimize fragmentation, where land is taken for roads, rail lines, pipelines or other transmission lines, shall be endorsed.

**5.6.2 Reduction and mitigation of conflicts between transportation, communications or utility facilities and other land uses is encouraged.**

- (a) High-voltage power lines and high-pressure pipelines shall be encouraged to locate away from residential areas.
- (b) Consider the establishment of a Dangerous Goods Route when it is considered that dangerous goods are being transported on County roads in sufficient quantity to be a significant hazard to the travelling public.
- (c) Screening and/or buffering as deemed appropriate to minimize any negative impacts shall be required as a condition of development, where proposed transportation and utility lines and facilities may adversely affect adjacent lands or land uses.
- (d) Subdivision or development proposals adjacent to transportation and utility lines and facilities shall be required to provide such screening and/or buffering as deemed appropriate.
- (e) Wireless communication facilities shall be encouraged to consider good planning and design so as to have the least impact on the natural environment, and the least visual impact on nearby residents. Developers of wireless communication facilities shall be encouraged to provide an opportunity for public consultation.
- (f) The co-location of multiple devices on wireless communication facilities is preferred. Where appropriate, new facilities should be built to standards to accommodate multiple devices. Individual facilities are strongly discouraged. Should co-locations not prove feasible, the clustering of wireless communication facilities is desired.
- (g) Roads shall be developed as follows:
  - (i) Service roads adjacent to Provincial Highways in the County shall be considered as local internal subdivision roads and developed to appropriate standards
  - (ii) The roads shown on **Map 1** as Arterial Roads shall be considered as arterial roads and developed to arterial road standards relating to width, grades, site lines, and access.
  - (iii) The roads shown on **Map 1** as Collector Roads shall be considered as collector roads and developed to collector road standards relating to width, grades, site lines, and access.
  - (iv) Service roads for Arterial and Collector Roads shall be considered to be local internal subdivision roads and developed to appropriate standards.

*5.6 Goal: Cost-Effective Transportation and Infrastructure*

- (v) All other roads in the County shall be considered either local County Roads, or local internal subdivision roads, and developed to appropriate standards.
- (h) Direct access from private property onto Arterial Roads shall normally not be allowed.
- (i) Direct access from private property onto Collector Roads shall normally be limited.
- (j) In order to minimize safety hazards and land use conflicts around airports, regulation of building heights in the areas around all publicly licensed and paved airports in the County shall be encouraged.

5.6.3 Ensure that municipal services and utilities are provided in an economical and efficient manner and are reflective of need, environmental constraints, land use considerations and existing infrastructure.

- (a) Subdivision and development proposals shall provide and maintain infrastructure capacity in line with growth or decline demands.
- (b) Land use adjacent to the Provincial Highways and their associated accesses shall conform to the Access Management Guidelines as outlined by Alberta Transportation. As well, the County's system of collector and arterial roads shall be afforded a similar level of protection from encroachment and proliferation of direct access.
- (c) All municipal infrastructure systems, such as new roads, sewage collection and water distribution systems created as a result of private development, which may include dedication to the County or subdivision, shall only be assumed by the municipality if the system has been constructed or upgraded to a standard which is acceptable to the County and which meets or exceeds all appropriate Provincial and Federal standards.
- (d) Should a regional piped water supply system be developed, the County will include as one of the criteria in making its land use decisions (such as decisions respecting the approval of multi-lot country residential development) based on whether the development is to be provided with water supply services from the regional system. As well, the County will encourage landowners near the regional system to connect to the system.
- (e) The County will develop and implement a program of maintenance and improvement for local roads designed to enhance traffic flow.
- (f) The County will endeavour to guide Development to make the most efficient use of existing roadway facilities.
- (g) Developments with the potential for substantial road impact (high traffic volumes or heavy trucks) will be directed to those roads that are designed and constructed to accommodate such development.

*5.6 Goal: Cost-Effective Transportation and Infrastructure*

- (h) Direct access from private property onto Provincial Highways shall be discouraged and limited wherever possible, especially where access onto local roads is available.
  - (i) Subdivision shall be specifically designed to minimize accesses onto Provincial Highways and local arterial roads through the use of service roads or redesigning the subdivision boundaries to redirect accesses onto local roads. The cost of consolidation or service roads and the costs of resolving all of Alberta Transportation's concerns with respect to access to the Provincial Highway will be the responsibility of the developer.
  - (j) Development will be encouraged to utilize identified haul roads and enter into haul route agreements with the County.
  - (k) Encourage availability of rail service to future industrial areas to improve industrial developments' accessibility to markets.
- 5.6.4 Encourage other levels of government and their agencies to provide safe, reliable transportation routes through the County.
- (a) Encourage the Province of Alberta to improve and maintain highways through the County that connect to major industrial and commercial centres in the province.
  - (b) Encourage the federal government, its agencies, and rail operators to improve and maintain existing rail corridors to ensure safety, and to encourage economic opportunities for rail-dependent industries within the County and the region.
  - (c) Encourage agencies and rail operators to improve railway crossings within the County.
- 5.6.5 Ensure that all subdivision and development conforms to municipal and provincial infrastructure and servicing standards.
- (a) Subdivision shall not be allowed where access to graded and graveled or paved roads in good condition does not exist, or where construction of a roadway and access to County standards to the site is not undertaken by the landowner/developer.
  - (b) Subdivision and development proposals shall account for the timely provision of public facilities and services relative to the demand for them.
  - (c) Develop and adopt a concurrency management policy and system to keep track of the impacts of new development on transportation and community infrastructure in order to ensure there is enough capacity to serve each proposed development.

5.7 Goal: Recreation Opportunities

5.7 Goal: Recreation Opportunities

As the demand for recreational land for both public and private use increases, so does the need for planned recreational facilities and areas. Recreation can also form an important component of the tourism potential of the region. Recreation development should be located in areas and under circumstances where it does not adversely affect the agricultural economy and community, or the natural environment.

The following objectives and policies have been adopted by the County relating to recreation in the County.

Objectives

1. Encourage local recreational uses based on the capabilities of an area to sustain intensive or extensive development.
2. Encourage wherever possible the preservation of natural resources and the development and retention of recreation areas and parks, provided that tourist activities or facilities do not threaten the potential development of additional economic activities, the agricultural economy and community, or the natural environment.

Policies

- 5.7.1 Recreational developments are encouraged to locate in areas which will not impact working landscapes.
  - (a) The development of public serving recreational facilities/uses shall be encouraged, where these are:
    - (i) compatible with the capabilities of a site or surrounding areas; and/or
    - (ii) the site is located near or adjacent to a lake or river, if the proponent can demonstrate, to the satisfaction of the Development Authority, that the proposal is compatible with the lake/river environment.
- 5.7.2 Ensure that recreational uses are compatible with the environment and surrounding land uses.
  - (a) Subdivision and development for recreational purposes shall occur in accordance with the following design principles:
    - (i) the density of development shall be directly related to the development capability of the land resource;
    - (ii) the design shall be directly related to the site's topography vegetation, soil, and drainage characteristics. In this regard, the development proposal shall include a detailed analysis of the environmental constraints of the site and the means by which the proposal will protect and harmonize with the natural environment;
    - (iii) the design shall protect wildlife habitat; and

**5.8 Goal: Promote Tourism**

- (iv) the design shall protect, maintain and re-establish, where necessary, cover, and maximize the quality of the natural features.
- (b) As the Canadian Pacific Lloydminster/Star rail line corridor is abandoned by Canadian Pacific, the County will require that contaminated soils and other materials be removed from the right-of-way. If the County is to acquire the right-of-way, this removal will occur before the County acquires it. The County may retain the corridor for future utility options and may allow for some limited local recreational use of parts of the right-of-way; but limit use so as to not negatively impact agricultural or residential communities along the right-of-way and, further, so that there are no long term financial impacts to the County.
- (c) Parts of the corridor may be incorporated into adjoining agricultural operations, provided that environmental issues related to the historic application of environmentally hazardous materials to the rail right-of-way are addressed satisfactorily.

**5.7.3 Recreational developments must minimize associated municipal costs.**

- (a) The proponent of a recreational activity shall identify all municipal costs associated with the development. The assignment of these costs shall be the basis for an agreement to be entered into as a condition of subdivision approval or the issuance of a development permit. Normally, however, all development servicing costs associated with the development will be carried by the proponent.
- (b) Subdivision and development proposals for recreational uses shall occur in accordance with the design principles outlined in **Policy 5.7.2(a) above**.
  - (i) In all instances, any financial involvement in recreational trails by the County will be considered by Council of the County on a project by project basis.

**5.7.4 Protect and encourage trail development while also protecting adjacent land owners from potential negative impacts through the careful regulation of the recreational use of rights-of-way.**

- (a) Multi-lot residential developments will be required to provide pedestrian multi-modal trail networks to the satisfaction of the Subdivision Authority at time of subdivision.
- (b) Where trails are provided as part of a multi-lot development, buffering measures within the trail right of way will also be provided to reduce noise, dust and the potential for trespassing on private property as a result of trail use.

**5.8 Goal: Promote Tourism**

**Objectives**

## 5.9 Goal: Productive Agriculture

1. Support tourism initiatives and encourage the development of local hospitality operations, museums, churches, cultural centers, golf courses, and other special events including special event facilities.
2. Contribute to the diversification of local economies, increase local employment opportunities, and reduce economic leakage by adopting a “local first” approach to developing and promoting tourism in the County.

### Policies

- 5.8.1 Support and promote cultural tourism initiatives within the County.
  - (a) Encourage the utilization and/or development of cultural, historic and recreational resources to promote tourism, where appropriate.
- 5.8.2 Support and promote existing tourism destinations within the County
  - (a) Endeavour to promote existing tourism destinations within the County and nearby recreational tourism opportunities.
- 5.8.3 Cooperate with regional partners to encourage local and regional tourism.
  - (a) Co-operate with area tourism groups, municipal neighbours, and tourism zones in promoting local tourism linkages with neighbouring communities.
  - (b) Encourage private sector developers to facilitate tourism development, and may assist in accessing government funding programs to develop new, or upgrade existing tourism attractions.
  - (c) Continue to collaborate with adjacent and neighbouring municipalities to fulfill the Municipal Government Act requirements for Intermunicipal Development Plans and Intermunicipal Collaboration Frameworks while proactively building collaborative relationships.
- 5.8.4 Support and encourage new tourism developments within the region.
  - (a) Promote public awareness of significant historic and cultural sites in the region will be promoted as part of heritage tourism efforts.
  - (b) Support tourism and recreation opportunities within the County and the region such as ecotourism, enhancements to existing trails, new trail development, historic and cultural areas, and parks and campgrounds that respect agricultural land uses and environmentally sensitive lands.

## 5.9 Goal: Productive Agriculture

Agricultural and resource lands make up the working landscape of the County of Vermilion River and generate significant employment. These working landscapes within the County must be carefully and equitably managed in order to retain the integrity and value of these areas for the benefit of future generations while supporting economic growth within the agricultural community.



## 5.9 Goal: Productive Agriculture

In order to encourage the future viability of a diverse range of agricultural operations within the County, the Municipal Development Plan includes objectives and policies to not only protect, where appropriate, but also enhance the agri-based economy and rural lifestyle.

### Objectives

1. Preserve existing productive farmland for agricultural use from incompatible, non-farming-related uses and support the continuation of agricultural operations and agriculture support activities in the County.
2. Preservation and retention of the character of rural-agricultural areas central to the collective history, culture, and sense of place of the County's residents.

### Policies

- 5.9.1 Ensure that working landscapes remain an integral and viable component of the regional economy and rural social structure.
- (a) The minimum parcel size for Extensive Agricultural Use, as defined in the County's Land Use Bylaw, shall normally be a quarter section or remainder no less than 32.3 hectares (80 acres), but this minimum size may be adjusted, at the discretion of the Decision Authority, in order to:
    - (i) allow a parcel to follow natural boundaries; or
    - (ii) allow for existing or proposed subdivisions for public or quasi-public uses; or
    - (iii) adjust proportionally where the original quarter section title was less than 64.7 hectares (160 acres).
  - (b) Good quality agricultural lands shall be mostly conserved for working landscapes, including agriculture, forestry and resource extraction.
  - (c) Rural industrial uses will be allowed in the manner provided for in the County's Land Use Bylaw.
  - (d) Uses other than Agricultural Uses, may be considered on agricultural lands in accordance with the County's Land Use Bylaw.
  - (e) The protection of good quality agricultural land and the location of existing agricultural operations will be considered when applications for Land Use Bylaw amendments or subdivision are being determined.
  - (f) Develop and adopt a Transfer Development Credits or similar scheme consistent with the provisions under the Alberta Land Stewardship Act.
- 5.9.2 Ensure good stewardship of the land through the provision of information and the use of beneficial management practices will be encouraged to minimize negative impacts of agricultural operations on the quality of the environment and adjacent land uses.

**5.10 Goal: Sensible Resource Extraction**

- (a) Provide information to the agricultural community regarding beneficial management practices (BMPs)<sup>1</sup> and other conservation practices that conserve or enhance the health of soil resources.
- (b) Input shall be provided to the Natural Resources Conservation Board (NRCB) in responding to application for new or expanded Confined Feeding Operations (CFOs) based on the technical and locational merits of each application. The County's policy is that all such confined feeding operations and manure storage facilities must fully satisfy all the requirements and regulations adopted under that Act, specifically the minimum distance separation requirements and the land base requirements.
- (c) Minimum distance separations for CFOs shall conform to standards set out in the Agricultural Operations Practices Act.
- (d) In addition to the minimum distance separation requirements provided through regulations adopted under the Agricultural Operation Practices Act, the County's policy is that confined feeding operations requiring registration or approval and manure storage facilities requiring authorization under that Act will be discouraged within 2.4 km (1.5 miles) of the corporate boundaries of any urban municipality within the County of Vermilion River or within 0.8 km (0.5 miles) of the Community Areas designated on Map 1, which areas shall be considered an urban fringe when calculating the regulations approved under the Agricultural Operation Practices Act.
- (e) CFO's will be discouraged from locating in environmentally sensitive areas where slope instability and or groundwater contamination may be of concern.
- (f) In addition, for the purposes of implementing the regulations adopted under the Agricultural Operation Practices Act, the policies of Area Structure Plans within the County of Vermilion River respecting confined feeding operations shall apply in addition to the Municipal Development Plan policies.

**5.10 Goal: Sensible Resource Extraction**

Sand, gravel, coal, oil and gas are important non-renewable resources in the County of Vermilion River. In order to benefit the County's and the region's economy, these resources must be protected and extracted efficiently, but not at the risk of irreparably damaging working or cultural landscapes within the County.

The County recognizes the significant benefits resource extraction provides locally and regionally. Resource extraction activities can result in increased noise,

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<sup>1</sup> Beneficial Management Practices (BMPs) are a practice, or system of practices, designed to minimize the impact of agricultural activities on natural resource while at the same time maintain economic viability of the agricultural industry. The Province of Alberta defines a BMP as "any management practice that reduces or eliminates an environmental risk."

**5.10 Goal: Sensible Resource Extraction**

traffic, dust, and other nuisance issues. Certain developments may not be suitable in proximity to resource extraction uses. For the life of this Plan, the County wishes to prioritize resource extraction, and may limit certain other developments or land uses which may be incompatible.

The following objectives and policies have been adopted by the County relating resource extraction in the County.

**Objectives**

1. Encourage the utilization of extractive resources in areas of least detrimental impact and to reclaim the land for other productive uses when extraction activities cease.
2. Protect and sustainably manage the County's natural resources.

**Policies**

**5.10.1 Resource extraction industries may be encouraged, where appropriate.**

- (a) The developer of a resource extraction industry or activity shall be required at the time of application for a development permit, to demonstrate to the satisfaction of the County, that any necessary provincial permits and approvals pertinent to the development have been obtained.
- (b) Any resource extraction industry that requires a development permit, unless exempted by provincial legislation, shall enter into and abide by a development agreement with the County, to deal, among other matters, with road use and maintenance.
- (c) Development permits for sand, gravel, clay or marl extraction shall not be issued until any necessary approvals are obtained in accordance with Provincial legislation.
- (d) Development permits for gravel extraction should be issued on the basis of whether the proposed use will fully and efficiently utilize the capability of the deposit. Deposits suitable for construction aggregates should be reserved for that use.

**5.10.2 Ensure that land disturbed by resource extraction activity is reclaimed to an acceptable standard.**

- (a) Development agreements in connection with sand, gravel and other mineral extraction operations may be required and should make provisions for the:
  - (i) reclamation of the land that was disturbed to its former agricultural capability or to a post-extractive use whichever Council feels is more beneficial;
  - (ii) control of on-site noise, dust and weeds;
  - (iii) storage of topsoil;

*5.10 Goal: Sensible Resource Extraction*

- (iv) separation of the resource extractive operation from any multi-lot residential subdivision, hamlet, or urban municipality with a suitable open space buffer;
- (v) designation of all aggregate haul roads to reduce noise, excessive maintenance costs, and dust problems; and
- (vi) if required by the County, the provision of security such as an irrevocable letter of credit to ensure reclamation will be completed.

5.10.3 Resource extraction development must minimize associated municipal costs.

- (a) Development permit application or approach permit for resource extraction will not be approved until the developer enters into a haul road agreement with The County.
- (b) The developer of a natural gas or oil well site shall be required to obtain approval from the County regarding the construction, upgrading and maintenance of access roads.
- (c) Resource industries that utilize County infrastructure shall be required to participate in the maintenance and upgrading of that infrastructure if the need arises, as determined by the County.

5.10.4 Resource extraction and resource processing developments should generate a low net negative impact on working landscapes and cultural landscapes.

- (a) Developers may be required to obtain a Historical Resources Impact Assessment (HRIA) for proposals within areas designated as Historic Resource Value.
- (b) If an HRIA is required and the HRIA identifies the presence of heritage resources then the developer will be required to take appropriate mitigating measures, to the satisfaction of the appropriate provincial agency, prior to development approval.

5.10.5 Resource extraction developments and uses must manage and mitigate conflicts with incompatible or sensitive land uses.

- (a) Areas that may have high potential for resource extraction development, specifically areas of sand, gravel, and aggregate deposits will be identified.
- (b) Development on land which has a high potential for resource extraction development, where the development would prevent subsequent extraction until the deposit has been removed and the land has been reclaimed, shall be discouraged.
- (c) Haul routes for resource extraction developments shall be encouraged to be located in such a way as to minimize the impact on agricultural uses and existing residential developments.

5.11 Goal: Adequate Land Dedications

5.11 Goal: Adequate Land Dedications

Objectives

1. Ensure adequate provision of reserve lands at time of subdivision to serve different purposes, including the provision of public amenities and services, protection of land with development constraints, and the preservation of environmentally significant features.
2. Ensure that development does not occur on hazard lands; significant environmental areas are protected; and the public can access Significant Cultural Landscapes.

Policies

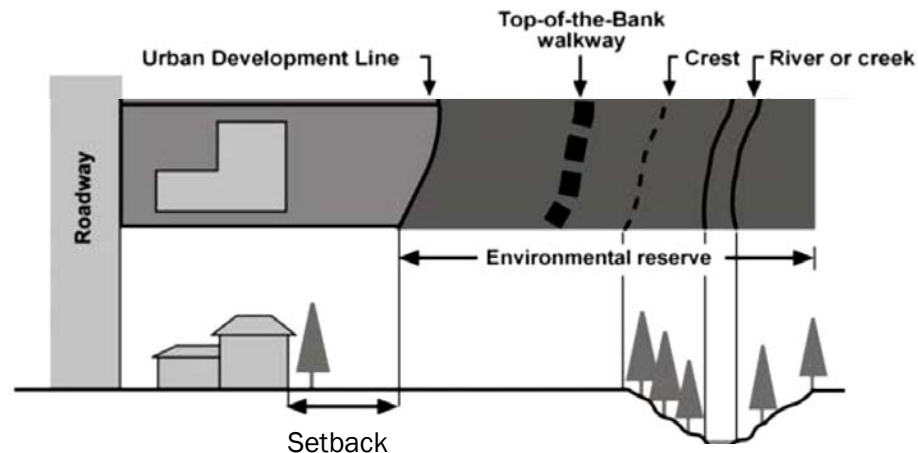
- 5.11.1 Ensure the provision of adequate provision of reserve land consistent with provincial and municipal requirements to accommodate community facilities and services.
- (a) Generally the full amount of Reserves owing of environmental, municipal and school reserve dedication shall be taken during the subdivision process, in accordance with the Municipal Government Act (MGA) and County Policy.
  - (b) Where it is deemed that Municipal Reserve land is not necessary for the residents of the area, money-in-lieu shall be taken. The money-in-lieu shall be shared with school authorities in accordance with any agreements which may exist between the County and the school authorities, and the rest shall be utilized to acquire and develop tracts of desirable recreation areas in the County.
  - (c) Subdivision and development applications adjacent to water bodies and watercourses may be required to prepare an engineering and/or geotechnical study to determine an adequate setback based on soil conditions and slope stability.
  - (d) Municipal Reserves
    - (i) Municipal Reserve parcels in the County shall be:
      1. concentrated in a few large parcels on suitable sites rather than scattered through subdivisions; and
      2. evaluated and inventoried with the aim of making more efficient use of the Reserves through consolidation and/or sales.
    - (ii) Prior to disposing of any Municipal Reserve, Council shall review the applicability and effect of such disposition on surrounding land uses and the area's recreational potential.
    - (iii) Municipal Reserves may be required as an open space buffer of sufficient size and composition to act as a noise and visual barrier where required between disparate land uses.

## 5.11 Goal: Adequate Land Dedications

## (e) Environmental Reserves and Setbacks

- (i) An environmental reserve shall be required adjacent to water bodies and/or lakes and rivers as a condition of subdivision approval, consistent with the provisions of the County Land Use Bylaw and provincial regulations. As a condition of development approval where there is no subdivision, a comparable setback shall be required from waterbodies and/or lakes and rivers to the wall of the nearest building. (See **Figure 8**)

Figure 8. Recommended Environmental Reserve Setback.



- (ii) Additional Reserve and/or setback may be required by the decision Authority based on the recommendations of any engineering and/or geotechnical study requested by the County. In these cases, the amount of reserves required will be determined using the guidelines for Environmental Reserve width developed by the province.
  - (iii) Where Environmental Reserve Lands are not necessary to provide public access to the feature, the Subdivision Authority shall, at the time of subdivision, consider the option of an Environmental Reserve Easement as provided for in the Municipal Government Act.
- (f) School Reserves
- (i) School Reserves shall be provided at the time of subdivision in accordance with agreements between the County and the relevant School Divisions.
- (g) Conservation Reserves and Easements
- (i) Subdivision and Development proposals may be required to designate Conservation Areas, consistent with the provisions of the County's Land Use Bylaw and provincial legislation.
  - (ii) At the discretion of the Subdivision Authority, the use of Conservation Easements may be considered as an alternative to traditional

*5.11 Goal: Adequate Land Dedications*

environmental reserve during the subdivision process. The use and control of these features and areas shall be clearly stated in the easement agreement. Conservation easements are provided for under the Alberta Land Stewardship Act and the Land Stewardship Act.

- (iii) A Conservation Easement may be considered to preserve significant natural features and areas that do not qualify as Environmental Reserve under the Municipal Government Act. The use and control of these features and areas shall be clearly stated in the easement agreement.

5.11.2 Conserve and protect significant cultural landscapes and environmentally sensitive ecological features within the County for future generations.

- (a) Spatial buffers or setbacks shall be maintained between uses that may be incompatible for any reason.
- (b) Subdivision and Development within a designated sensitive or preservation area shall be consistent with the provisions within the County's Land Use Bylaw.





## PART 6.0

### RESPONSIBLE GOVERNANCE



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6.1 Goal: Operational Excellence

## 6.0 RESPONSIBLE GOVERNANCE

The County of Vermilion River is a high-performing local government organization. We know what the community expects, we deliver services as defined, and we deliver outstanding customer satisfaction.

### 6.1 Goal: Operational Excellence

#### Objectives

1. Ensure that the County operates in a fiscally sound manner now and into the future.
2. Ensure availability of necessary resources to deliver outstanding customer satisfaction.

#### Policies

- 6.1.1 Ensure that the County operates in a fiscally sound manner by promoting positive change, transparency, and a best-practices, collaborative approach that allows the County to be accountable to its residents.
- (a) Council will implement strategic decision making through clear land-use planning directives that enable growth that supports the future needs and vision of the County.
  - (b) Council will ensure the necessary resources and timeframes are in place to undertake land-use planning projects in a responsible, thorough and transparent manner.
  - (c) County Council should identify and apply a Land Use Assessment Ratio that facilitates service delivery, promotes investment, ensures competitive advantage, and meets the County's long-term financial expectations.

### 6.2 Goal: Environmental Leadership

#### Objectives

1. Establish standards and processes for developers to respect and develop in accordance with land suitability and carrying capacity, preserve, and protect environmental resources and quality, preserve unique natural features, and analyze and mitigate cumulative impacts of development.
2. Ensure that development occurs in ways that minimize degradation of natural and cultural environments through establishment of land use, subdivision, and development standards.

#### Policies

- 6.2.1 Encourage climate change adaptation strategies to reduce community vulnerability and minimize adverse effects on the environment, economy, and public health.

6.3 Goal: Regional Partnerships

- (a) Diversification of the energy supply for County residents and businesses through the use of Alternative Energy Systems, in accordance with the provisions under the County's Land Use Bylaw and federal and provincial regulations shall be supported.
  - (b) Develop and adopt Climate Adaptation Policies for water & energy resources, ecosystems, and agriculture.
- 6.2.2 Ensure Subdivision and Development incorporates climate mitigation and adaptation strategies and best practices to reduce impacts from development.
- (a) Subdivision and Development proposals shall be consistent with provincial and regional climate adaptation plans, policies, and regulations.
- 6.2.3 Address cumulative effects of Development within the County taking into consideration environmental, social, cultural, and economic factors consistent with the provisions of provincial legislation or a regional plan.
- (a) Subdivision and Development proposals may be required to comply with the environmental objectives outlined within provincial legislation or a regional plan.

6.3 Goal: Regional Partnerships

Objectives

1. Maintain and initiate partnerships with provincial, regional, and intermunicipal partners to collaborate in developing innovative approaches to leverage resources, share innovative ideas, expand service choices, and lower costs that support an improved quality for communities in the region.
2. Promote collaborative approaches in the provision of services and cost and revenue sharing with surrounding municipalities, where possible, to take advantage of economies of scale or scope and reduce per-unit service delivery costs.

Policies

- 6.3.1 Engage in cooperative and collaborative communication with municipal, regional and provincial partners.
- (a) Include and involve neighbouring municipalities within the County's planning processes. To that end the County:
    - (i) will actively consult with any adjacent or nearby municipality during the consideration of amendments to this Plan, amendments to the Land Use Bylaw.
    - (ii) shall request comments from the adjacent municipality and shall give due consideration to such comments when evaluating a proposal for subdivision, or when, in the opinion of the County, a significantly discretionary development proposal for lands within

#### 6.4 Goal: Collaborative Annexations

3.2 km (2 mi) of an adjacent municipality, in accordance with the provisions of the County's Land Use Bylaw.

1. The approving authority will give careful consideration to any matters raised during this consultation; however, the County will not be bound by the recommendations of the adjacent municipality, unless the County has agreed to do so as part of an approved Inter-Municipal Development Plan.
- (b) Collaborate with the urban municipalities within the County in the development and adoption of Intermunicipal Development Plans and Intermunicipal Collaboration Frameworks.
- (c) Partnerships between local businesses to support the sharing of information, infrastructure, logistics and by-products shall be encouraged.
- (d) Appropriately located and sized home-based businesses, as they are a vital economic contributor and provide residents with a variety of lifestyle opportunities shall be generally supported.
- (e) Collaboration with regional partners to identify opportunities to attract, expand or improve economic activity that supports the growth and expansion of value-added agriculture, manufacturing, advanced energy, transportation and logistics, where the associated development is strategically located, and emerging sectors should be pursued.

#### 6.4 Goal: Collaborative Annexations

##### Objectives

1. Encourage collaborative annexation processes supported by a Joint Growth Study that has been accepted by all parties to an annexation request.
2. Support annexation processes in accordance with the Municipal Government Board Annexation Principles.

##### Policies

- 6.4.1 Annexation negotiation processes that are undertaken in a positive, orderly, timely, and agreed upon manner, once a municipality has established a clear and present need through a Joint Growth Study shall be generally supported.
- 6.4.2 A Joint Growth Study shall be developed prior to entering an annexation negotiation process with adjacent municipalities.
- 6.4.3 Only those annexation proposals that they feel are required and justified shall be supported by Council.
  - (a) In determining the timing, size, and location of an annexation area, the outcomes identified through a Joint Growth Study will be considered.

6.5 Goal: Interwoven Equity

6.4.4 A Joint Growth Study will serve to inform the annexation negotiation process regarding the following:

- (a) Justifiable and mutually agreeable current and future growth rates. Growth rates are defined at the rate at which land is consumed for residential, commercial, and industrial purposes normally expressed in acres per year over a 30-year horizon.
- (b) Availability and cost of servicing. The physical and economic feasibility of extending services to specific areas within the County in a logical, reasonable, and cost effective manner.
- (c) Adequacy of transportation systems to accommodate new development. Proposed annexation areas should be either serviced with road network or be able to be serviced with a logical extension of existing road networks.
- (d) Landownership patterns. Proposed annexations should follow legal boundaries or natural features where possible to avoid creating a fragmented pattern of landownership.
- (e) Local support. Proposed annexations should, as much as possible, have the concurrence of the landowners involved.
- (f) Consistent with local plans. Proposed annexations should be consistent with the policies of this IDP, the respective Municipal Development Plans, and any area structure plan or other study. Planning for annexations should consider a 30-year horizon for land needs.
- (g) Logical extension. Proposed annexations should be a logical extension of infrastructure networks and development patterns and may include developed areas.
- (h) Agricultural mill rates. Proposed annexations should not dramatically alter the taxes collected from agricultural lands within the annexation area simply because of annexation. The two municipalities may look at harmonizing their agricultural mill rates.
- (i) Any other matter that both municipal Councils consider necessary.

6.5 Goal: Interwoven Equity

Objectives

1. Retain and support diverse, local businesses, establishments, and industries and work with the region's business associations and economic development agencies to identify strategies to attract desired businesses and industries.
2. Ensure opportunities exist to protect and promote the development of affordable housing that meets the needs of the region's current and likely future work force.

Policies

*6.5 Goal: Interwoven Equity*

- 6.5.1 Plan for jobs/housing balance that provides a roughly equal number of jobs and housing units (households) within the County's commuter areas to improve access to employment opportunities for County residents.
  - (a) The County will develop and adopt an Inclusionary Growth Strategy for the County.
  - (b) The County should remove barriers in regulations to support innovative, sustainable, and responsible development practices.
  - (c) The County will ensure affordability by facilitating the production of housing at all price points.
  - (d) The County will promote diversity by providing for the development of a wide variety of housing types and formats.
  - (e) The County will ensure equity in the balance of market and affordable units in Plans and proposals.
- 6.5.2 Promote environmental justice meaning the fair treatment and meaningful involvement of all people, regardless of race, color, national origin, or income, in the development, implementation, and enforcement of environmental laws, regulations, and policies.
  - (a) The County will provide all communities and persons across the County with the same degree of protection from environmental and health hazards and equal access to decision making processes.
  - (b) The County will ensure healthy environments for all in which to live, learn, play, and work.
- 6.5.3 Promote workforce diversity through the employment of a wide variety of people in terms of age, cultural background, physical ability, race and ethnicity, religion, and gender identity as an economic development strategy.
  - (a) The County shall plan for workforce diversity and development through the development and adoption of a Workforce Diversity Strategy that focuses on people rather than businesses; it attempts to enhance a region's economic stability and prosperity by providing opportunities for job creation that match existing skills within the local workforce or for training workers to meet the labor needs of local industries.
- 6.5.4 Provide accessible and quality public services, infrastructure, and facilities in all communities within the County.
  - (a) The County will support an acceptable standard for infrastructure and facilities as necessary to maintain existing service levels.
  - (b) The County will identify capital improvement needs in community infrastructure and facilities in an effort to determine, prioritize and fund infrastructure upgrades and/or repair/replace obsolete or worn out facilities or infrastructure as required to obtain the strategic goals of the County's Strategic Plan and the Municipal Development Plan.

**6.6 Goal: Accountability, Transparency and Public Engagement**

- (c) The County will pursue coordinated investments through the development of a ten-year Capital Improvements Plan that is meant to guide a five-year Capital Improvements Program and annual budgeting processes for the County, which shall connect the capital improvement needs identified to forecasted revenues for the next ten years.
- (i) The County should identify and prioritize municipal servicing investment based on the findings of infrastructure Life Cycle Costing.
- (d) The County should investigate and implement private/public funding mechanisms for significant public infrastructure investment.
- (a) The County will connect Plan implementation activities to the annual budgeting process.

**6.6 Goal: Accountability, Transparency and Public Engagement**

**Objectives**

1. Ensure transparency on how services are delivered and how assets are managed.
2. Engage the private sector, businesses and community organizations in a meaningful way as key regional partners with an intent to collaborate and enable successful regional growth and economic development.

**Policies**

- 6.6.1 The County is accountable to residents, businesses, stakeholders and visitors, and will conduct all matters related to County business in a transparent manner.
  - (b) The County will regularly evaluate and report on Plan implementation progress.
  - (c) The County will ensure adequate funding from both public and private sources for Plan implementation activities.
  - (d) The County may adjust the plan as necessary based on evaluation.
  - (e) The County should provide for improved levels of organizational communication and coordination through inter-departmental collaboration mechanisms.
- 6.6.2 The County will support the solicitation, consideration, and utilization of public input and suggestions when making public decisions.
  - (a) The County of will ensure public engagement meets County Policy.
  - (b) The County will continue to provide public engagement opportunities after the Municipal Development Plan and associated Plans are adopted.
  - (c) The County will use a variety of communications channels to inform and involve the community.

*6.6 Goal: Accountability, Transparency and Public Engagement*

(d) The County will improve access to information for all stakeholders.



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The background of the page is a photograph of trees silhouetted against a sunset sky. The sky transitions from a deep blue at the top to a bright orange near the horizon. A semi-transparent white rectangular box is positioned in the lower-left area of the image, containing the text 'PART 7.0' and 'DEFINITIONS'.

## PART 7.0

## DEFINITIONS

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## 7.0 DEFINITIONS

### 7.1 Interpretation

7.1.1 The following words, terms, and phrases, wherever they occur in this Plan have the meaning assigned to them as follows:

**AGRICULTURAL LAND:** Means Higher Capability Agricultural Land, as defined in the County's Land Use Bylaw.

**AGRICULTURAL LOT OR PARCEL:** Means an existing Lot or Parcel that is 16.0 ha (40 ac) and larger in size.

**AGRICULTURAL OPERATIONS:** Means an Agricultural Operation, as defined in the County's Land Use Bylaw.

**AREA STRUCTURE PLAN:** Means an Area Structure Plan, as defined in the County's Land Use Bylaw.

**CONSERVATION EASEMENT:** Means an agreement registered against title whereby a landowner grants to the County (or other government, government agency, or non-profit society with conservation objectives satisfactory to the County) provisions for the protection, conservation and enhancement of the environment including the protection, conservation and enhancement of biological diversity, and natural scenic or aesthetic values, as provided for in the Section 22 of the Environmental Enhancement and Protection Act. A conservation agreement may provide for recreational use; open space use, environmental education use, and research and scientific studies of natural ecosystems.

**COMPLETE COMMUNITY:** Means a community that is planned and developed to use less land and reduce the separation of land uses in order to achieve a variety of values including open space protection, community vitality, affordable housing, air quality, transit use, and more walkable places. Complete communities provide housing types and uses in compact form suitable for all ages and income levels, provides non-residential development in proximity that results in easy access to jobs, local amenities, services, community facilities, and access to multi-modal trail and mobility networks.

**COMPLETE STREETS:** Means a transportation policy and design approach that requires streets to be planned, designed, operated, and maintained to enable safe, convenient and comfortable travel and access for users of all ages and abilities regardless of their mode of transportation.

**CONFINED FEEDING OPERATION:** Means a Confined Feeding Operation, as defined in the County's Land Use Bylaw.

**OVERSIZED FARMSTEAD:** Means a farmstead larger than 2.02 ha (5.0 ac.), up to a maximum of 6.06 ha (15.0 ac.). Where the additional area is required to include the farm yard up to a maximum of 6.06 ha (15.0 ac.). The farm yard shall normally include a house, garage, access, power pole, well, sub-surface sewage disposal

system, and established shelter belts. The farm yard may also include barns, sheds, substantial fences and corrals, dugouts if required by the dwelling to provide non-drinking water, and other similar farm buildings and facilities ancillary to the farmstead. In such cases, a Real Property Report or Building Site Certificate prepared by an Alberta Land Surveyor, will be required to verify the locations of all improvements, site features, and proposed boundaries.

## 7.2 Other Definitions

### 7.2.1 Definitions not provided

- (a) Other definitions shall have the meaning provided within the County's Land Use Bylaw., shall Use their discretion in instances where specific definitions are not provided:

### 7.2.2 Discretionary provisions

- (a) In reference to **Section 7.2(a) above**, the relevant Decision Authority, as identified in **Section 1.11** of the County's Land Use Bylaw, use their discretion when implementing the policies in this MDP to ensure the outcome is consistent with the intent and purpose of this Plan.



## PART 8.0

### MAPS

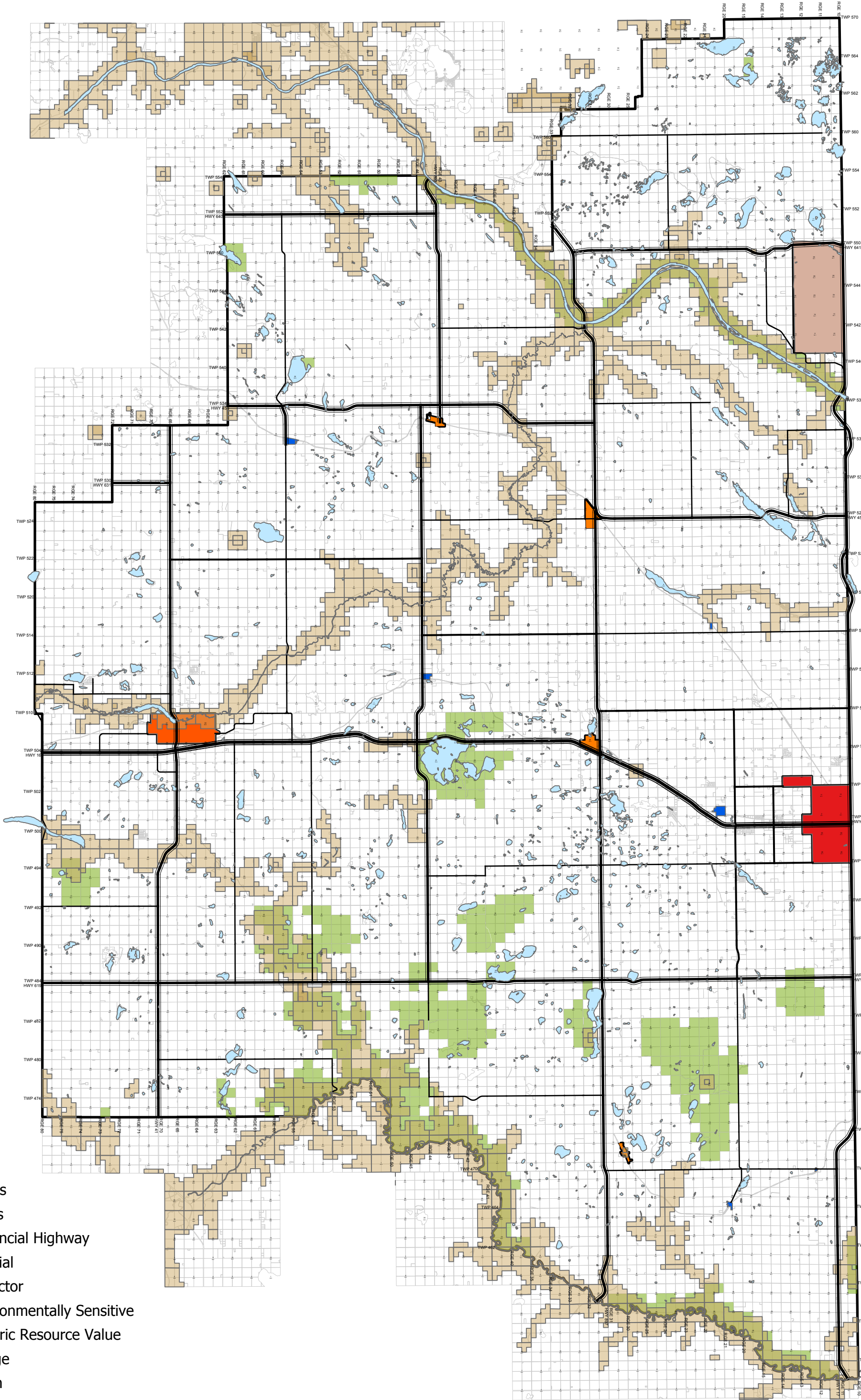
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## 8.0 MAPS

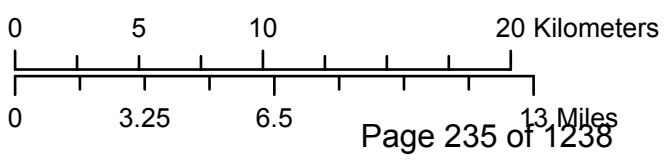
8.1 Map 1 – Planning Area

8.2 Map 2 – Future Land Use

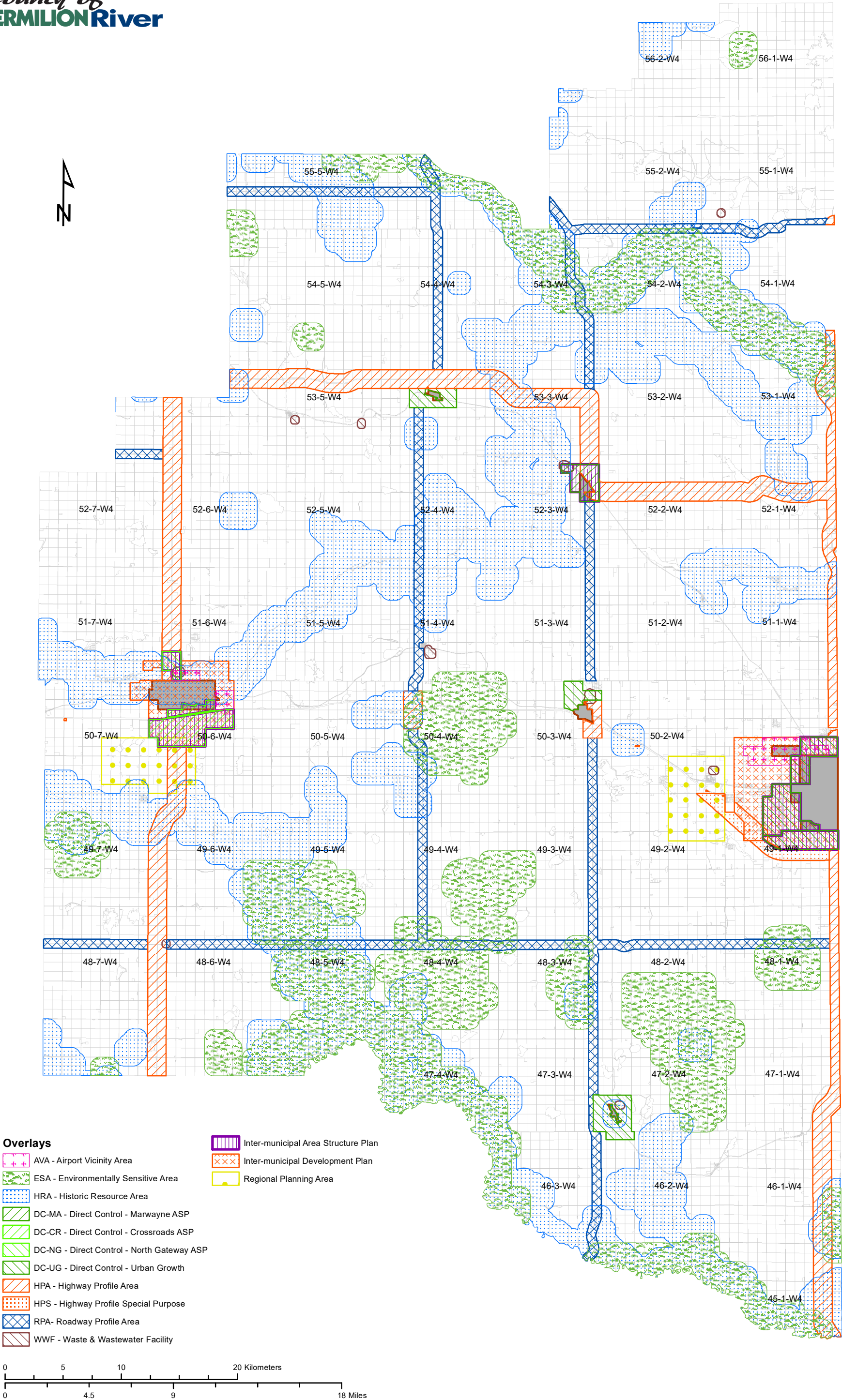




- Rivers
- Lakes
- Provincial Highway
- Arterial
- Collector
- Environmentally Sensitive
- Historic Resource Value
- Village
- Town
- City
- Hamlet
- Countyboundary
- Parcels
- Onion Lake First Nation









# BACKGROUND INFORMATION AND DATA MUNICIPAL DEVELOPMENT PLAN



County of  
**VERMILION River**

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# County of Vermilion River

## A Vision for the Future

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### A Sustainable, Vibrant, and Diversified Community with Opportunities for All

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**Sustainable.** Balance short- and long-term needs and benefits in order to meet the needs of the present without compromising the ability of future generations to meet their own needs as well.

**Vibrant.** Engaging, creative collaboration between all stakeholders: municipality, community, and businesses.

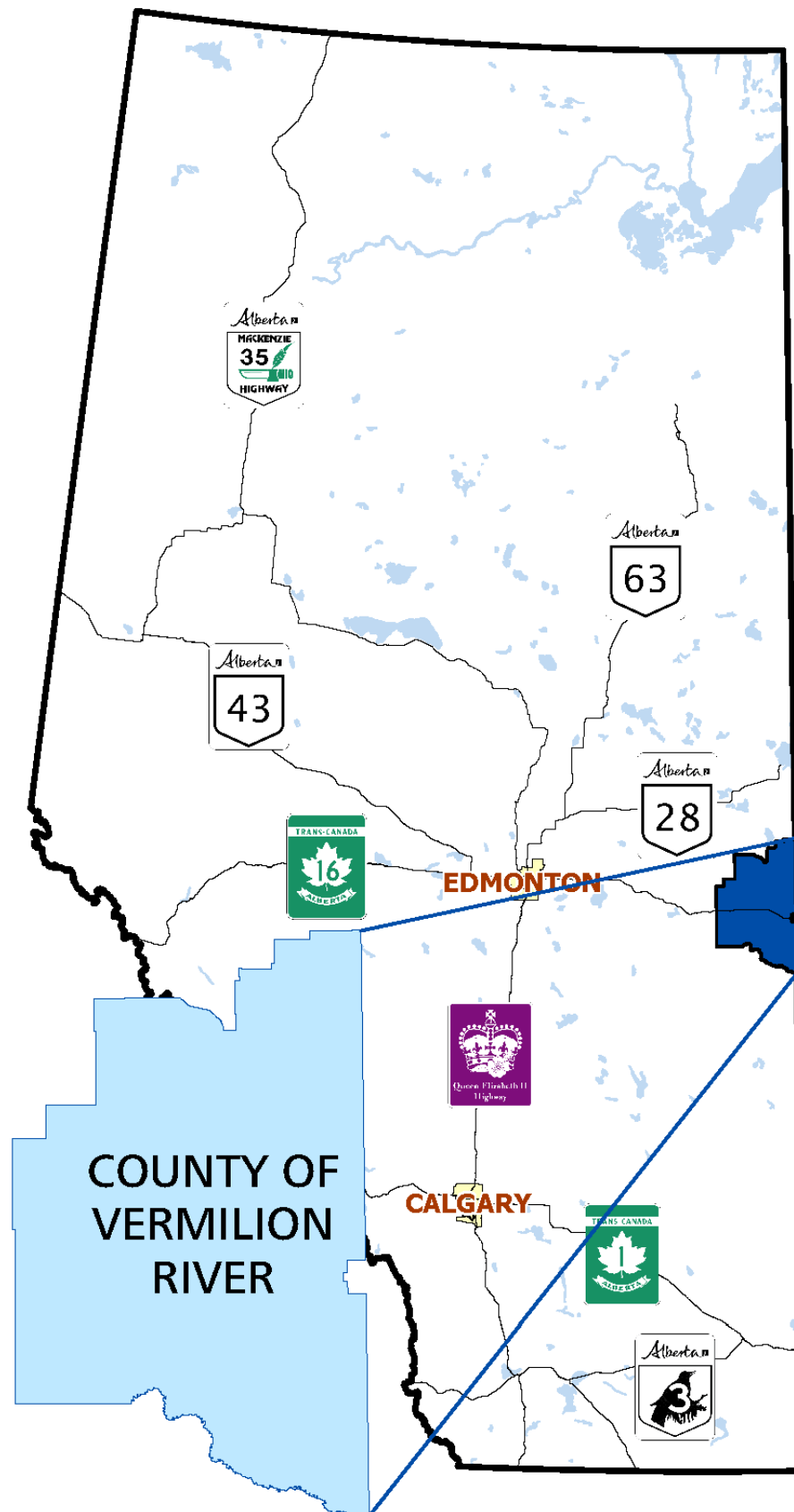
**Diverse.** Open to explore new and emerging opportunities and facilitating economic growth and social integration.

**Opportunities for all.** A place to call home that supports a four-pillar-bottom-line approach to community sustainability:

1. **Socially**, through design guidelines for public spaces and streets that encourage neighbour interactions and serve as catalyst to support a complete community that allows residents the choice to live, work, shop, and recreate in proximity;
2. **Environmentally**, by incorporating planning and development strategies, and forms that contribute to reduce impacts and preserve agricultural lands; apply Low-Impact Development tools that respect natural drainage patterns and wetlands; and enhancement and integration of natural spaces and systems that preserve habitats, corridors, and productive landscapes;
3. **Economically**, through the responsible use of land and leverage of services infrastructure; the concentration of services and roadways for efficient and cost-effective service delivery and management, by providing a robust and dynamic land-use base that can adapt over time to accommodate diverse industry production and employment generating opportunities; and
4. **Culturally**, by strengthening our identity and sense of place, incorporating cultural dynamics (values and aspirations) into the built environment through context sensitive design principles, and participatory processes that promote our communities' well-being by enhancing quality of life and quality of place.



## Map 1. Municipal Context







## PART 1.0 INTRODUCTION

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## 1.1 Legislative Requirements

### 1.0 INTRODUCTION

The County of Vermilion River is an expansive rural municipality located in east-central Alberta. With traditional agricultural roots, significant natural resource wealth and growing urban neighbours, the County of Vermilion River's future is marked by both promise and challenges.

As with previous Plans, this Municipal Development Plan (MDP) seeks to find a balance between sustainable agricultural practices, resource development, urban growth pressures and ecosystem health.

Agriculture has been the primary economic driver for the County for the past century. The County of Vermilion River continues to foresee agriculture and agricultural services as a major economic force throughout the municipality. Conserving agricultural land and implementing measures to strengthen and diversify agricultural activities remains a priority in this Plan.

Resource development, primarily oil and gas extraction, plays an increasingly significant role in the development and economic success of the County and its residents. Oil and gas development, both within the County and regionally, contribute to improved living standards and service provision in the community. The County of Vermilion River recognizes the importance of resource development to the economic wellbeing of the community, as well as the need to minimize conflicts between oil and gas development and other land uses.

Urban growth in neighbouring centres, especially the City of Lloydminster and the Town of Vermilion, has a significant impact on development levels and demands on land, infrastructure and services within the County. Likewise, development in the County affects its urban neighbours. The County recognizes the importance of inter-municipal cooperation in mitigating potential conflicts between urban and rural development. This Plan seeks to find a balance between preserving the rural character of the County, while still allowing certain urban-style developments where suitable.

The County of Vermilion recognizes the importance of its natural capital. Natural capital means:

“ looking at the County's economy as including: land, natural resources and ecosystem services such as: water recharge areas, ground water and surface water systems, rather than the narrower definition of “economy” as referring exclusively to man-made capital (goods and services).”

The County's Natural Capital is an asset to be maintained and enhanced for future generations because it supports important economic, ecological and social activities. The county recognizes that sustaining natural capital is a precondition for economic prosperity. Well-managed landscapes link economic prosperity to environmental protection for the long-term benefits of clean water, air, aesthetically pleasing landscapes and ecologically sound habitats. Development decision must preserve the County's natural capital and the ability of future generations to enjoy at least the same level of prosperity as today.

## 1.1 Legislative Requirements

In the face of continued growth, this Plan broadly seeks to maintain the rural character of the County of Vermilion River, enable sustainable economic diversification, and encourage vibrant and resilient communities and to preserve the County's natural capital for future generations.

### 1.1 Legislative Requirements

The Alberta Municipal Government Act (MGA) gives extensive governing powers to municipalities in relation to land management and land development. The MGA requires municipalities to adopt a Municipal Development Plan (MDP) in order to outline a broad set of goals, objectives and policies which will guide land use management practices within the County for years to come. The province also regulates land use and land management through the Provincial Land Use Policies and the Subdivision and Development Regulation. Additionally, the Land Stewardship Act and the Land Use Framework are provincial statutes and policy documents which direct the province to develop regional plans for each of the province's seven watersheds in order to guide future land use and development. When the North Saskatchewan Regional Plan (NSRP) is finalized and approved by the province it will apply to the County, at this time the NSRP is being developed. The County of Vermilion River MDP supports and is consistent with all applicable provincially legislated requirements.

The main focus of the MDP is to assist Council and the County's approving authorities in achieving and maintaining orderly and efficient land use and development. The MDP takes into account both the past and present human and physical environments. Considering where the community has been, where it is currently and where it wants to go enables the County to set in place a "plan" for how to reach its desired destination. Plan goals, objectives and policies are based on baseline environmental data, available municipal infrastructure information, stakeholder interests and the socio-perceptual concerns identified by the community, administration and Council throughout the Plan review process. This multi-faceted and strategic approach to developing the MDP will help to ensure that the vision enshrined in the Plan represents the needs and objectives of current County residents and stakeholders.

The County of Vermilion River recognizes that other provincial and federal statutes will have a role to play in the future development of the County. In a spirit of cooperation, consultation and communication, the County looks forward to working with government agencies and community stakeholders in the implementation of this plan in order to achieve a pattern of land use and development that is attractive, efficient, sustainable and beneficial to County residents and the larger region.

### 1.2 MDP Review Process

#### 1.2.1 Plan Development Process

The process for developing of the Municipal Development Plan (MDP) consisted of five phases prior to entering the bylaw approval process by the County.

### 1.3 Guide to the Plan

This update will replace the existing MDP, which was amended in 2017. The updated MDP will assist the County in planning for the needs of today and the future.

Community wide consultation took place during the summer of 2018 with two open house meetings and in person and online surveys provided to residents and stakeholders.

**Figure 1 Open Houses**



This Open Houses presented an opportunity for residents and stakeholders to provide comments on the current plan and focus areas required by the province for the updated plan.

The following outlines the process and phasing of the review process throughout 2018.

**Figure 2 Process Timeline**



### 1.3 Guide to the Plan

The Municipal Development Plan (MDP) provides long-term strategic guidance on where and what type of development is expected to occur within the County.

The objectives, and policies that comprise the Plan serve as a comprehensive framework both expresses and regulates public policies on community goals and aspirations in terms of community development for the County as a whole. The guiding principles, which serve as pillars for the sustainable development of the County's land base, are the basis for the Plan policy areas.

#### 1.3.1 How the Plan works

Effective land use decisions that support sustainable growth require plans and the planning process to operate at different geographic levels: Provincial, Regional, Intermunicipal, and Municipal. (See Figure 3)

### 1.3 Guide to the Plan

At the Provincial level the Municipal Government Act (MGA) is the law that empowers Alberta municipalities to make the land use decisions that shape their communities. This document also requires that all municipalities in Alberta have statutory plans to regulate land use and development. In addition, the MGA establishes that statutory plans must be in alignment with the Alberta Land Stewardship Act (ALSA), including its Land Use Framework and Regional Plans, and be consistent with each other.

Regional Plans outline regional growth management strategies as established in the ALSA. The Province of Alberta is pursuing the development of a series of regional plans as part of the Provincial Land Use Strategy. The County of Vermilion River is within the North Saskatchewan Regional Plan currently under way. The County of Vermilion River Regional Growth Management Strategy provides recommendations and strategy options for sustainable growth and development within the County.

The County of Vermilion River has a Planning Framework (see whose policies and regulations that guide development within its boundary, including Intermunicipal Development Plans and Intermunicipal collaboration Frameworks with adjacent municipalities that affect some lands within the County, The Land Use Bylaw, the General Municipal Servicing Standards, a Functional Storm Water Drainage Plan for several basins, a Master Storm Water Management Plan, and a Transportation Master Plan. The aforementioned documents, plans, and policies are available at the Planning & Development section of the County's website [www.vermilion-river.com](http://www.vermilion-river.com).

For the purposes of land use planning and development, the provisions of the MDP are implemented through the County's Planning Framework at different levels, among other ways, through the County of Vermilion River Land Use Bylaw. All Plans within the County must be consistent with each other and the provincial levels of regulation. This includes any changes to the Land Use Bylaw, which regulates land use and development throughout the County, must also be consistent with the MDP.

Figure 3 Hierarchy of Planning Documents

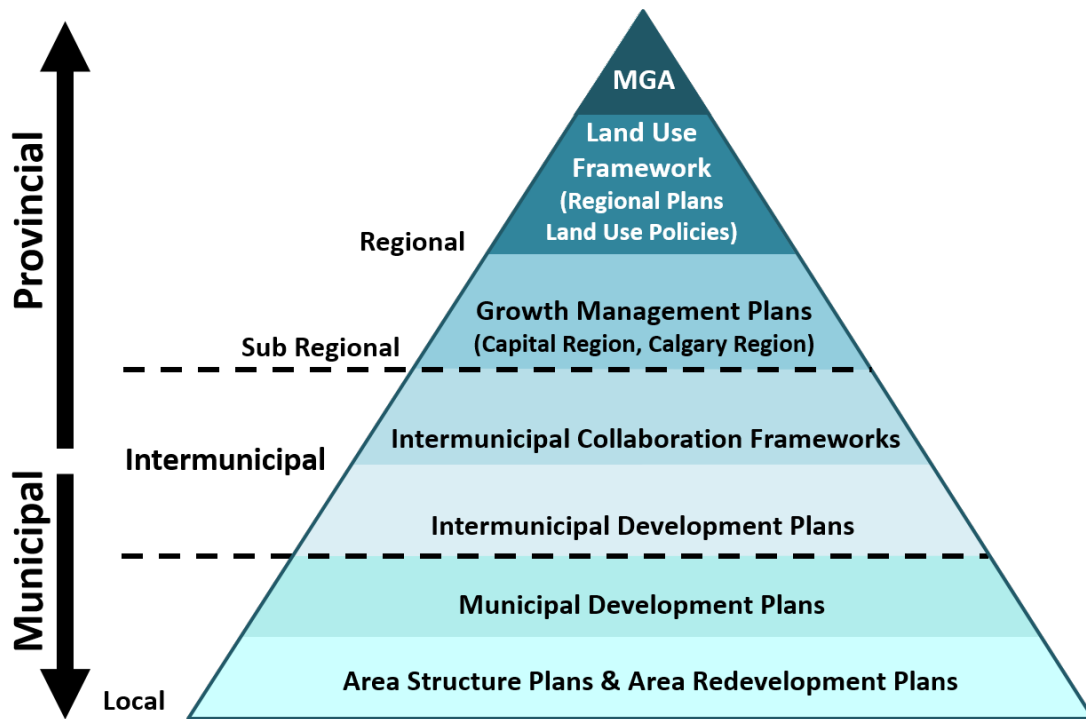
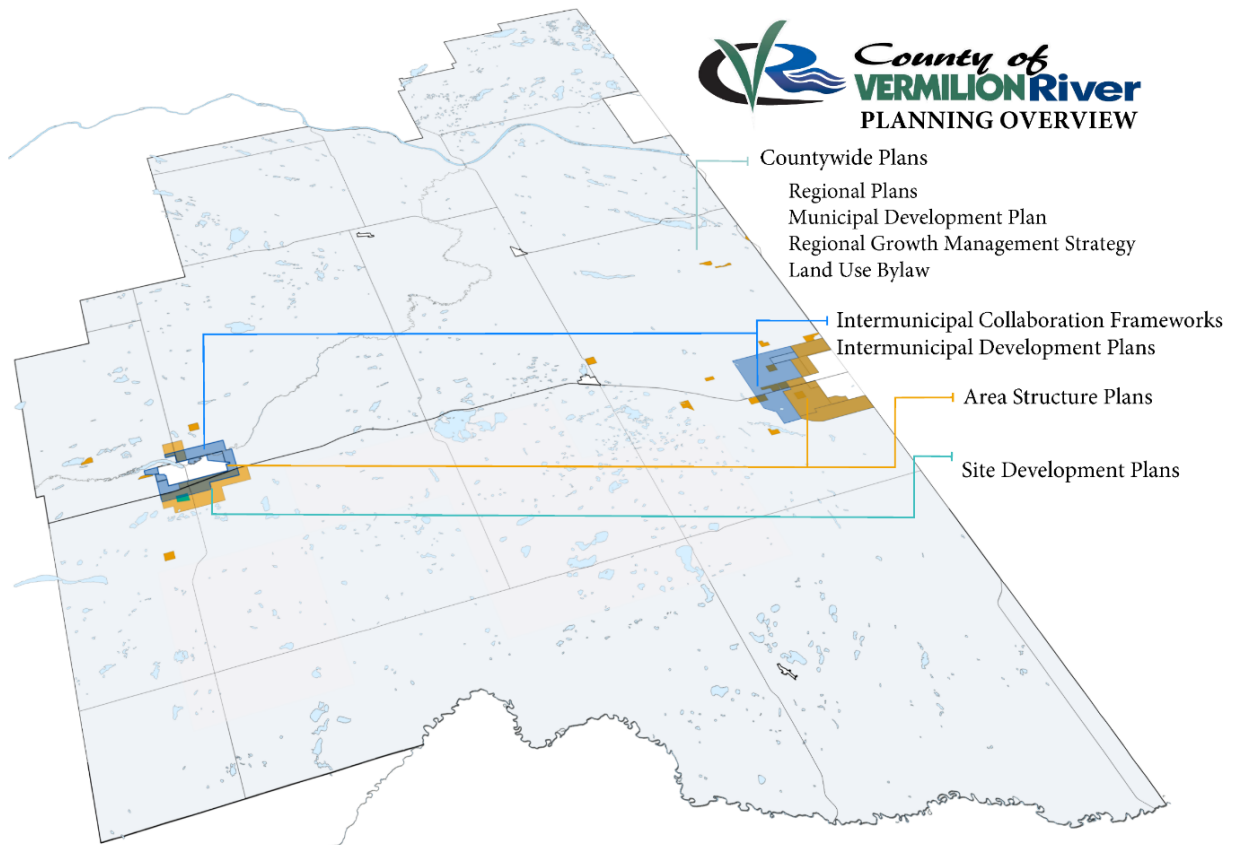


Figure 4 County of Vermilion River Planning Framework



*1.3 Guide to the Plan*

Proposals for development that do not conform to the MDP will not be approved by the County. However, if a proposed development that does not fully conform with the MDP is felt to be desirable, an amendment to the Plan may be considered by the County.

When determining the suitability of a proposed MDP amendment, the County will evaluate the amendment in relation to how it conforms to the Plan Goals identified in Sub-section 1.2 of the MDP and the objectives contained within each section of the Plan. Amendments that conform to the Plan goals and objectives may be approved. Amendments that do not support Plan goals and objectives will not be approved.

Decision making on all development permit and subdivision applications must conform to the spirit and intent of the goals, objectives, and policies of the MDP.

The boundaries of the land use classes described in the MDP's Future Land Use Map are approximate only and might not follow legal surveyed boundaries. Minor adjustments or variances that may be required for land use classes, the location of future roads, quantities or figures will not require an amendment to the MDP. In addition, the MDP is periodically reviewed to take into account changing circumstances and municipal preferences.





## PART 2.0

# COMMUNITY SUSTAINABILITY PROFILE

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## 2.0 COMMUNITY SUSTAINABILITY PROFILE

### 2.1 Settlement History

Prior to European colonization in North America, the area now within the County of Vermilion River was home to First Nations, including Chipewyan, Slavey,

Blackfoot, and Cree peoples. With the signing of Treaty 6, beginning in 1876, the region was opened to European settlement.

Some of the earliest European settlers in the Vermilion River region were British immigrants drawn to the area as part of the Barr Colony. Arriving in 1903 as members of a settlement scheme proposed and organized by the Reverend Isaac Barr, approximately 1960 British colonists established homesteads around what is now the City of Lloydminster.

Successive waves of immigrants, including Ukrainian and Scandinavian settlers, were drawn to the region by aggressive federal settlement initiatives. The extension of rail lines by both the Canadian Pacific and Canadian National Railways, the latter had evolved in 1921 from the Canadian Northern Railway that was the first railway through the County in 1905, allowed for continued settlement of the region. Small communities were established at regular intervals along the rail lines to serve the growing agricultural community.

In 1943, the Municipal District of Vermilion River No. 450 was established by the merger of six Municipal Districts, Merton No. 451, Grizzly Bear No. 452, Wellington No. 481, Vermilion Valley No. 482, Streamstown No. 511 and Ethelwyn No. 512. Two years later, the District was renumbered as the Municipal District of Vermilion River No. 71. Effective January 1, 1964, the Municipal District was incorporated as the County of Vermilion River No. 24.

## 2.2 Demographics

The County of Vermilion River Regional Growth Management Strategy (CVR-RGMS) reported in July 2013 that the County could experience an increase in employment “by as much as 2.5% to 3.0% over the next 10 years”. In the same, population growth showed an increase between 1.0–1.5 percent by 2052.<sup>1</sup>

### 2.2.1 Population Characteristics

Since 1991, the population of the County of Vermilion River has remained relatively stable. Between 1991 and 2006, the population declined by approximately 3.3%. However, since 2006, the population has rebounded and surpassed the 1991 census figures to a population of over 8,267.

**Table 1 The County of Vermilion River Over Time**

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Total Population

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<sup>1</sup> COUNTY OF VERMILION RIVER REGIONAL GROWTH MANAGEMENT STRATEGY. Kitscoty, Alberta: County of Vermilion River, July 2013.



Year	Population	Percent Change
2016	8,267	+4.6%
2011	7,905	+5.9%
2006	7,467	-0.8%
2001	7,524	-0.4%
1996	7,553	-2.2%
1991	7,722	

The projected numbers for population don't predict any significant changes in the future, as no drastic fluctuations have been seen over the years either. Overall, the recent historic years and the projected years ahead show a steady increase.

A five-year period growth rate as well as a low, medium and high Compounded Annual Growth Rate (CAGR) scenario for the County was calculated using historical data. In order to predict realistic numbers, the three scenarios take into account periods of population decline, shifts in industries effecting jobs, historical highs, and growth:

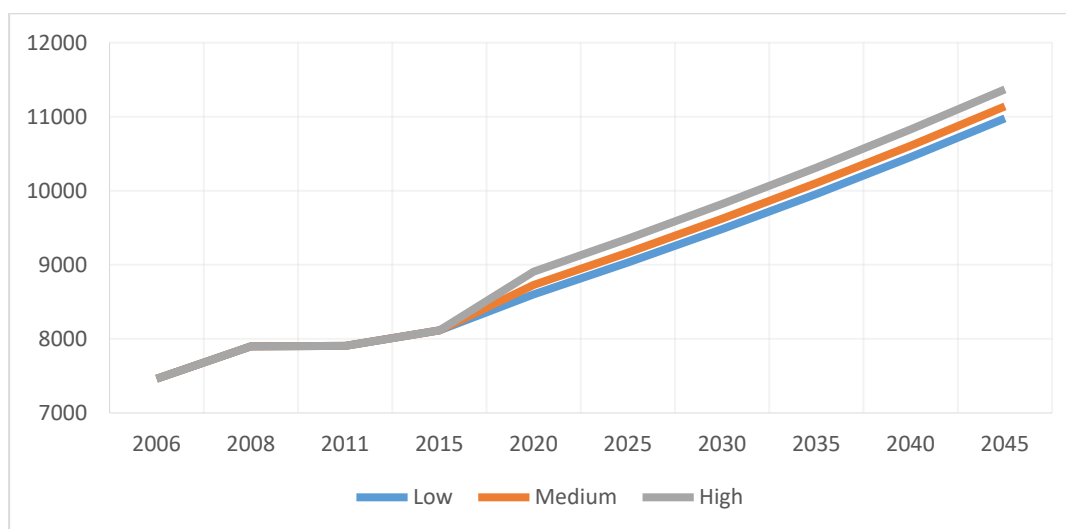
- Low: Compounded Annual Growth Rate (0.93%) population in 2045: 10,977
- Medium: Compounded Annual Growth Rate (2.42%) population in 2045: 11,139
- High: Compounded Annual Growth Rate (4.53%) population in 2045: 11,369

The base year for these projections is 2015 and the horizon year is 2045. The low scenario predicts a population growth of 2,861 people from 2015 to 2045. The medium scenario that represents an average historical trend, is projected to grow to a population increase of 3,023 people from 2015 to 2045, whereas the high scenario predicts a total population growth of 3,253 people.

**Table 2 County of Vermilion River Population Scenarios**

Scenario	2015 (Base Year)	2020	2025	2030	2035	2040	2045	Change %	CAGR
low	8116	8601	9031	9483	9957	10455	10977	35.3%	0.93%
medium	8116	8728	9164	9623	10104	10609	11139	37.2%	2.42%
high	8116	8908	9353	9821	10312	10828	11369	40.1%	4.53%

**Table 3 Population Projection 2006-2045**



Source: Statistics Canada

### 2.2.2 Population Growth

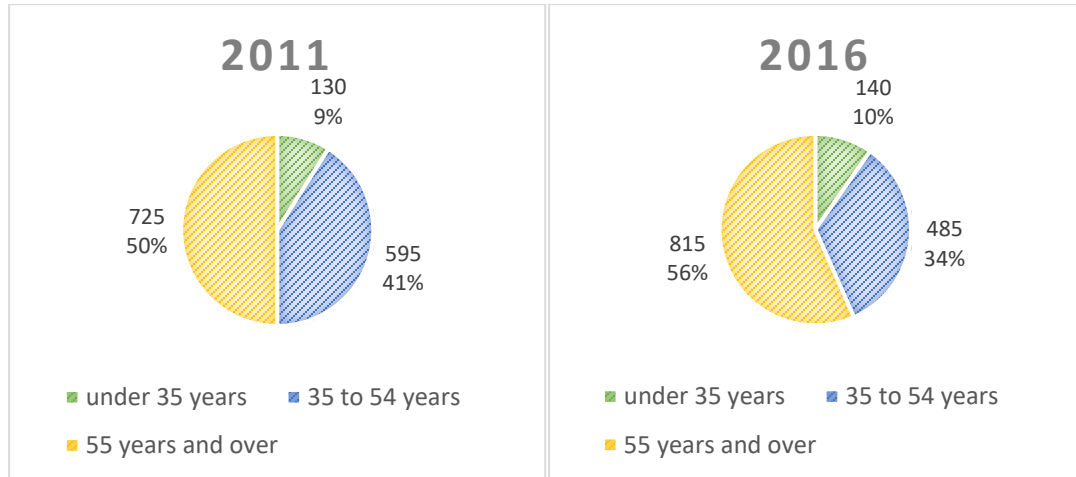
At the time of this Municipal Development Plan update, the median age of the population of the County of Vermilion River is 40.1, which is only slightly older than the median age of the population for Alberta as a whole, at 36.7.

The decrease in County population recorded between 1991 and 2006 may be directly related to the difficulties facing the economic feasibility of the family farm combined with the County's aging demographic. The percentage of farm operators under 35 years of age is low, keeping in mind groups between ages 20 to 39 are on the lower end in population. These factors impact the economic feasibility of the small family farm and threaten the County's traditional agricultural community and the County's economic sustainability. The percentage of farm operators that are 55 years and older continues to grow and makes up the biggest age group of farm operators in the County. People often return to rural areas to farm after retirement, usually to where they were raised which works out well for most with a pension on the side<sup>2</sup>. Overall in Canada, "The number of farm operators 35 years and younger grew for the first time since 1991, 24,120 in

<sup>2</sup> Barry Wilson. "Average Farmer Age Rises, Says Census." The Western Producer. May 18, 2012. <https://www.producer.com/2012/05/average-farmer-age-rises-says-census/>.

2011 to 24,850 in 2016”<sup>3</sup> . Even with the younger population taking interest in agriculture, in comparison it is much harder for a younger entrant into the industry now with the amount of money required.

**Figure 5 Population Projection 2006-2045**



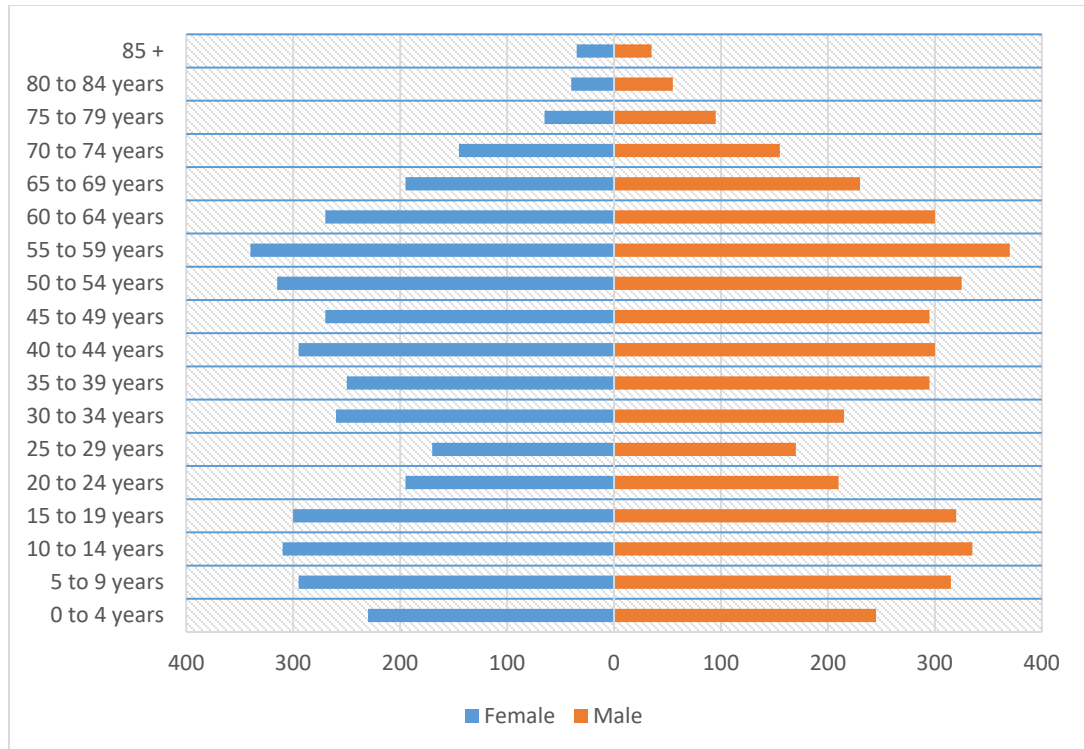
Source: Statistics Canada, 2016 Census of Agriculture

The population pyramid in **Figure 4** shows a smaller percentage of residents between the ages of 20 and 39. This represents most individuals within the millennial generation (ages 22 to 37). The decline in this population age range may be indicative of individuals in this demographic range have relocated outside of the County for education or seeking other employment opportunities not available in the region. While the population pyramid demonstrates a high proportion of older residents (50 and older), the number of residents 19 years and younger is relatively large. The slight decrease in the number of children in the 0-4 year cohort may be reflective of declining fertility tendency of younger generations opting to have less children and females choosing to delay parenthood to later childbearing years.

Larger younger populations pose a challenge to sustainability given the current life expectancy. For example, children born in 2020 will be well in their child bearing years in 2045. The impact of the human dimensions are one of the considerations contained within the policies in the Municipal Development Plan. The MDP policies address the interconnectedness of demographic trends, resource use, and development. The policies provide guidance for the development of strategies to mitigate reciprocal impact between human activity and the environment.

**Figure 6 Population Distribution for the County of Vermilion River**

<sup>3</sup> Kelvin Heppner. "Ag Census Shows More Young Farmers, Slower Decline in Number of Farms." Realagriculture. May 10, 2017. <https://www.realagriculture.com/2017/05/ag-census-shows-trends-you-d-expect/>.



Source: Statistics Canada 2016 Census

## 2.3 Economy

The County of Vermilion River has an excellent transportation system that connects residents, institutions, industries, and businesses to global markets. Highway 16 (TransCanada Yellowhead) runs through the center of the County and is the major northern east/west trade route connecting to the west coast ports. Rail access exists with CN's northern secondary mainline traveling east to west with a terminal point in Vermilion. Air service exists with Airports in Vermilion and Lloydminster.

The County of Vermilion River is a member of the Northeast Alberta Information HUB Ltd, also known as "Alberta HUB", a regional economic development alliance a, which is the northern region of the Eastern Alberta Trade Corridor. The Alberta HUB region features two north-south high load corridors that connect it to markets in the United States and Mexico as part of the Eastern Alberta Trade Corridor (EATC) is a joint initiative of three Regional Economic Development Alliances (REDAs) in Eastern Alberta, Canada's Energy Province, and works in association with the North American Ports to Plains Corridor linking the United States, Canada, and Mexico to lead collaborative investment, marketing, and diversification efforts for Eastern Alberta. The EATC main infrastructure is a 2,300-mile highway system from the Gulf of Mexico through the United States to the Alberta HUB region. The Yellowhead Highway (Highway 16) runs east to west, almost dividing the County in half, connecting the region to tidewater ports in the west, and Canadian and North American markets in the east. Highways 41 and 897 connect the County north to south and intersect with Highway 16.

In addition, the County of Vermilion River has oil activity in Northeast Alberta, with over 14,000 oil wells. There are over 4,300 KM of gas pipelines in the County. This is all connected by a network of major highways like 16 and 45 east-west, and 41, and 897 north-south; and another 5,250 of non-provincial roads – more than enough to cover the distance from Vermilion to New York if laid end to end.

These main corridors are part of the County's transportation infrastructure that serves residents, businesses, and industries within the County region and beyond. Mobility network connectivity play a significant role in sustainable development. It facilitates access for trading activities and workforce mobility.

## 2.4 Industry

For the purpose of this Municipal Development Plan the term "industry" refers to manufacturing, warehousing and storage; and includes both light and heavy industry. Industries that may have high levels of noxious emissions or noise that may impact adjacent land uses are referred to as heavy industry. Medium industry may have noxious emissions or noise, however, the impact of this type of development on adjacent land uses would be deemed minimum. Light industry is not noxious and is generally compatible with other uses. Natural resource extraction industries include such uses as gravel pits and oil and gas wells.

The County also includes a number of multi-lot industrial developments including: County Energy Park, Devonia Holdings, Kam's Industrial Park, Reinheart Property Management and Corridor Business Park. Most of these multi-lot developments are located with or in very close proximity to the County's IDP areas

## 2.5 Businesses

Commercial uses within the County can currently be classified as Highway Commercial and Urban Commercial. However, there are also some secondary commercial uses in the rural area which would include welding shops and trucking businesses, many of which operate in association with a rural residence.

## 2.6 Agriculture

Agriculture activities including forestry, silviculture<sup>4</sup> and the provision of services to the agricultural community have traditionally been, and remain, the County's economic backbone. Statistics Canada reported that agriculture and resource based industries are still major employment generators within the County employing approximately 44% of all County residents.

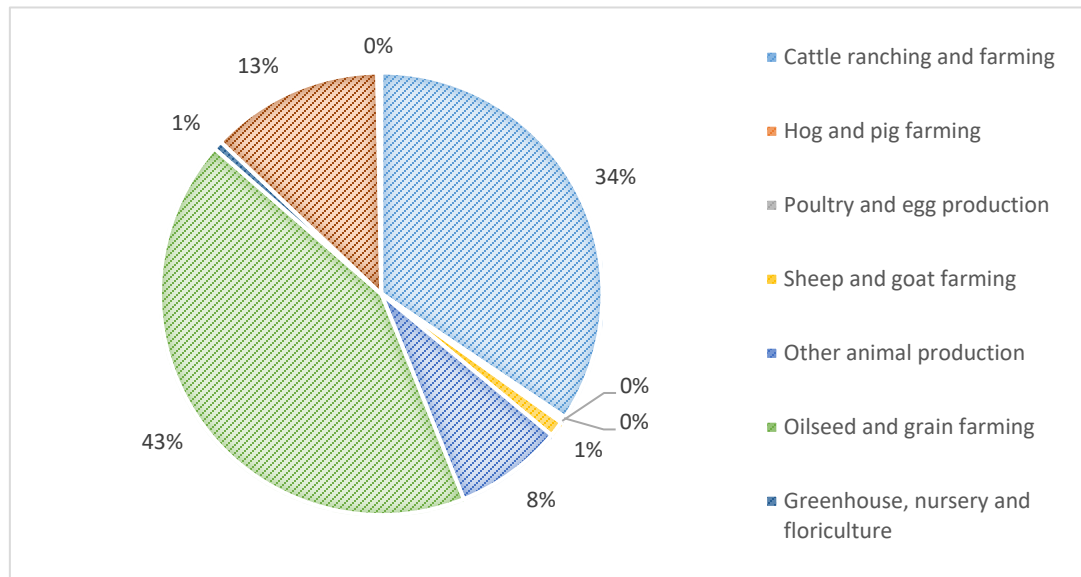
Cattle ranching and farming and oilseed and grain farming comprise the largest types of farming in the County, accounting for approximately 34% and 43% of the agricultural operations in the County, respectively.

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<sup>4</sup> Silviculture means the science and art of cultivating forest crops based on knowledge of the life history and general characteristics of forest trees and on the varying factors at particular sites.



Figure 7 Farms by Type of Farm in the County of Vermilion River and Alberta



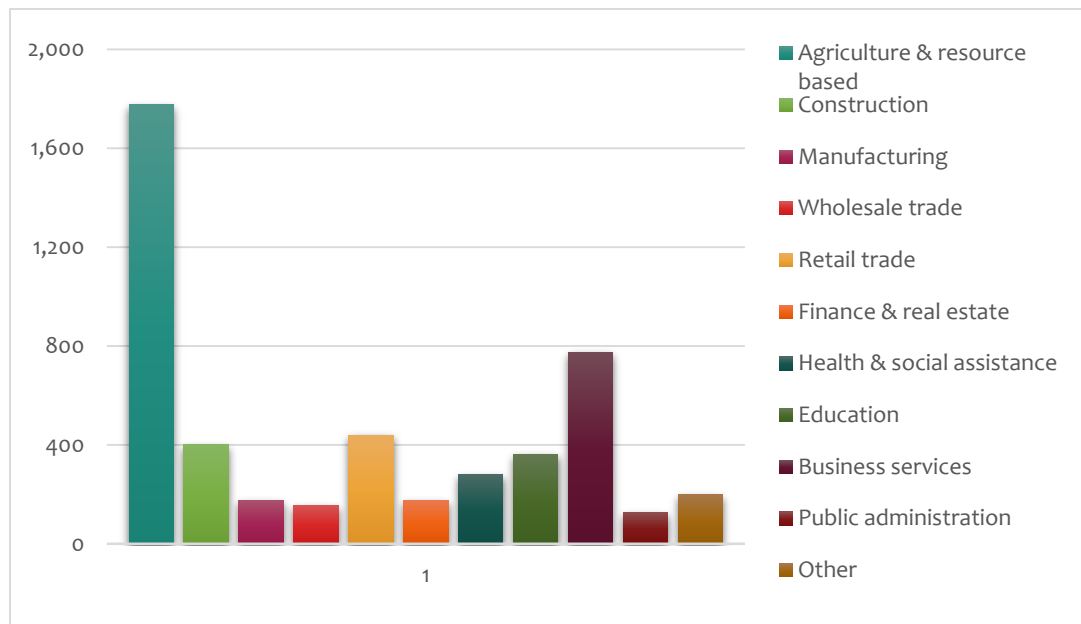
Source: Statistics Canada 2016 Census

There are huge differences in the financial performance of agricultural sectors between provinces. Alberta as recorded in 2015, was at the highest at \$139,000 for average family income in comparison between provinces.<sup>5</sup> Even with the sector doing well the average age of farmer operators in Alberta was at 55 as recorded in 2016 and at 55.7 for the County of Vermilion River

Agriculture and resource based industries are the economic underpinning of the economy within the County of Vermilion River. The agriculture sector and other resource-based industries generate approximately 36.5% of all County jobs (**see Figure 6**) Other economic sectors have helped support businesses and job creation in the past and are considered to continue in the future.

<sup>5</sup> Kevin Hursh. "A Look at Income Numbers by Sector Tells Tale." The Western Producer. February 25, 2016. <https://www.producer.com/2016/02/a-look-at-income-numbers-by-sector-tells-tale/>.

**Figure 8 The county of Vermilion River Employment by Industry, Age 15+**

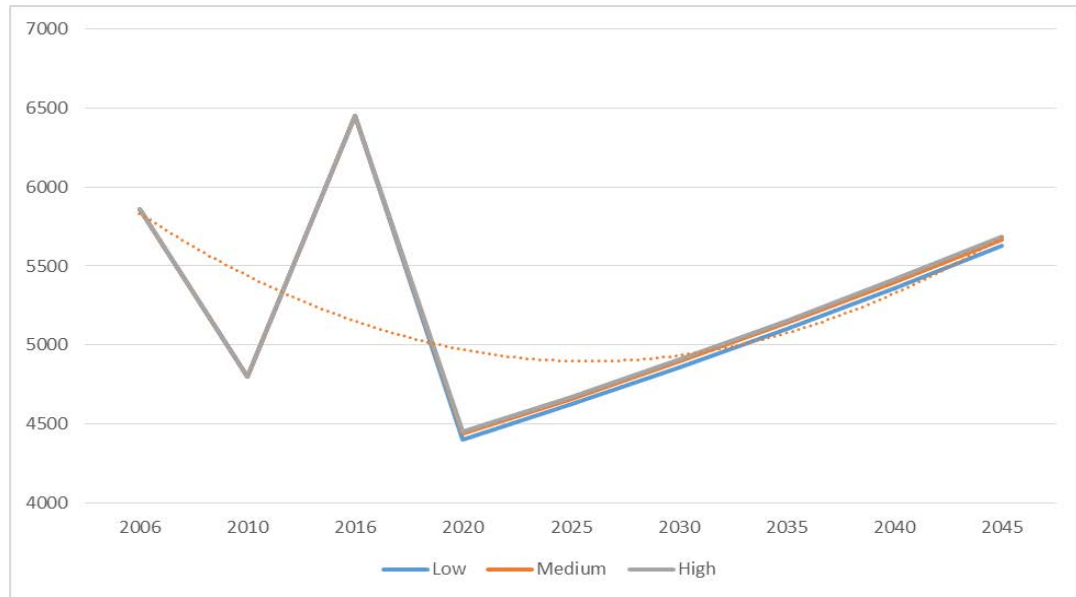


Source: Statistics Canada 2016 Census

The County of Vermilion River labour force projected figures (see Figure 7) take into consideration a 70% labour force participation rate and a 5% unemployment rate along with historic trends within the County. The region's labour force projections indicate there could be a growth from 6,450 in 2016 to over 8,577 in 2045. This increase of 33%, will have an effect on the demand for housing and jobs within the county.

Population density exerts significant influence over socioeconomic characteristics and sustainability of rural communities. The policies in the MDP support achieving a balance between the total capacity of the physical environment necessary to support growing population through sustainable development that is fiscally, socially, and environmentally responsible.

**Figure 9 Labour Force Projections 2016-2045**



Source: Statistics Canada 2016 Census

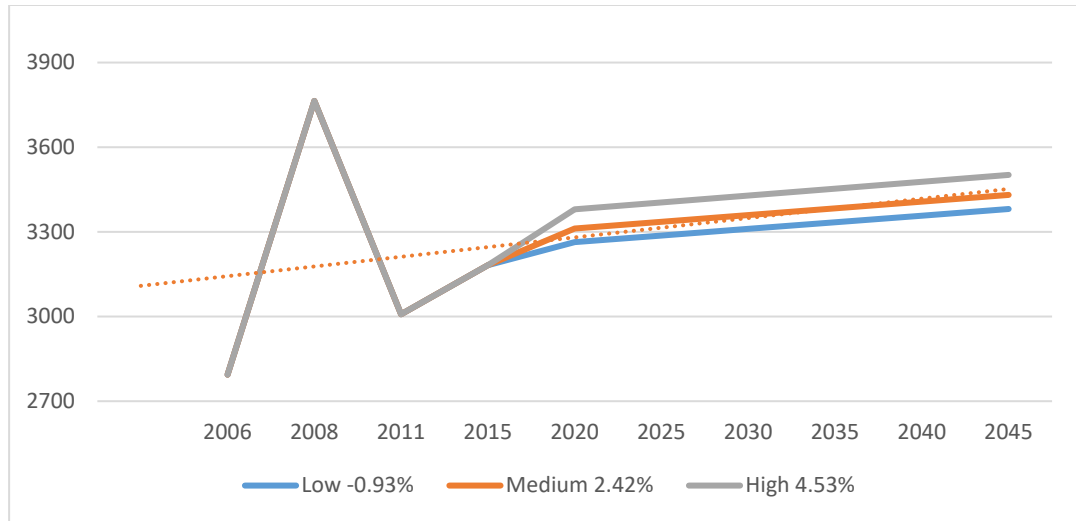
## 2.7 Housing

Rural communities, like ours, are not exempt from experiencing a shortage of adequate and affordable housing. The County supports quality housing stock through the Province of Alberta's Builder Licensing program, which reduce risks to prospective homeowners, for residential builders within the County.

The County of Vermilion River contains a total of 2,980 dwellings as recorded in 2016, of which the vast majority of the housing inventory is made up of low density single detached houses. Typical of rural Alberta, the county too has a low diversity in the choices of housing, however, with growth predicted in population numbers will produce a demand for a variety of different housing types in the future to accommodate the millennial and aging population better.

There are three types of residential uses that characterize the County. These include: Farmstead separations in the agricultural area, multi-lot country residential developments in recreation communities, as well as residential developments in the County's Hamlet Areas.

**Figure 10 Household Count Projections 2015-2045**



Source: Statistics Canada 2016 Census

**Table 4 Household Projections and Growth Breakdown 2015-2045**

Households										
Scenarios	2015 (base year)	2020	2025	2030	2035	2040	2045	% Change	CAGR	Total Growth
Low	3182	3264	3287	3311	3334	3358	3381	6.25%	0.93%	199
Medium	3182	3312	3336	3359	3383	3407	3431	7.83%	2.42%	249
High	3182	3380	3404	3429	3453	3477	3502	10.06%	4.53%	320

Source: Statistics Canada 2016 Census

## 2.8 Infrastructure and Services

Transportation, communication and utility uses include rights-of-ways, and municipal services such as substations, sewage and refuse disposal facilities, water tanks, water treatment facilities, reservoirs, and pumping stations which are normally associated with transportation, communications and/or utilities.

### 2.8.1 Roadways

The County maintains an extensive municipal road network and works cooperatively with regional and provincial partners to ensure the safety and efficient provision of regional roadways.

The County of Vermilion River is serviced by one primary east-west provincial highway, Highway 16. Traffic along this highway is significant, as it is a major interprovincial connector between the Cities of Edmonton and Saskatoon. Further, the highway provides an important commuter route for County residents to access the City of Lloydminster.

Highway 41 provides a north-south connection to Wainwright to the south, and to the northern communities of St. Paul, Cold Lake, and Fort McMurray.

Secondary highways 631, 641, 893 and 897 provide access to the rest of the County, its Hamlets and internal and surrounding municipalities.

### 2.8.2 Railway

Access to the County by rail is still well established within the County. One major rail line runs through the County, linking its hamlets and municipal neighbours to markets to the east and west.

### 2.8.3 Utility right-of-way's and pipelines

Numerous pipeline and utility rights-of-ways exist for the purposes of collecting oil and gas from well sites and batteries; transporting oil and gas products; supplying natural gas to consumers; collecting and disposing of sewage, as well as to connect residents to regional potable water and communications utility providers.

## 2.9 Natural Environment

The County of Vermilion River is located along the boundary between two Natural Regions, the Parkland Natural Region and the Boreal Forest Natural Region. As this boundary is not defined by major topographical or geological changes, the classifications are general. Local conditions may share characteristics of both Natural Regions. The following broad descriptions are for general information purposes.

The majority of the County, south of the North Saskatchewan River, is within the Central Parkland Natural Sub-region. This Sub-region is characterized by mostly cultivated land with patches of aspen and prairie vegetation. Undulating till plains and hummocky uplands are the primary landforms, with small water bodies scattered throughout.

North of the North Saskatchewan River, the County is identified as Dry Mixed-wood Sub-region. It is typified by short summers, long winters, and sweeping expanses of deciduous, mixed wood and coniferous forests intermixed with fens and wetlands. About 50% of the Dry Mixed Wood Natural Sub region is suitable for cultivation, particularly barley and forage crops.<sup>6</sup>

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<sup>6</sup> Natural Regions Committee. (2006). Natural Regions and Sub regions of Alberta. Compiled by D.J. Downing and W. W. Pettapiece. Government of Alberta Publication No. T/852.

### 2.9.1 Fish and Wildlife

The Central Parkland Natural Sub-region shares wildlife characteristics with bordering grassland and boreal regions. Within the County of Vermilion River, many of the common fish and wildlife species are boreal species, such as the woodchuck, Broad-winged Hawk and Rose-breasted Grosbeak. Other common species associated with aspen and willow communities include the Red-tailed Hawk, Least Flycatcher, Baltimore Oriole, Red-eyed Vireo, Yellow Warbler, White-tailed Deer, Snowshoe Hare, Northern Pocket Gopher and American Porcupine.

Wildlife diversity in the Boreal Forest Natural Region is highest in the south-central and eastern portions of the region, in which the County of Vermilion River is located. Common avian species in this area include the Yellow Tail, Sedge Wren, Great-crested Flycatcher, Chestnut-sided Warbler and Blackburnian Warbler, and additional species flourish in deciduous, coniferous and/or mixed forests. Common mammal species include the Red Squirrel, Snowshoe Hare, Southern Red-Backed Vole, Cinereous Shrew, Least Chipmunk, Deer Mouse, White-tailed and Mule Deer, Black Bear, moose, Ermine and American Beaver.

Within both Natural Regions comprising the County of Vermilion River, lakes and ponds provide habitat for the ducks, grebes, American Bittern, Marsh wren, boreal chorus frog, wood frog, Canadian Toad, Northern Redbelly Dace, Iowa Darter, Lake Whitefish, Burbot, Goldeye, Lake Chub, Longnose and White Suckers, Emerald and Spottail Shiners, Slimy Sculpin, Ninespine Stickleback, Walleye, Yellow Perch and

### 2.9.2 Environmentally Significant Areas

Environmentally Significant Areas (ESAs), in the context of this plan, refers to those areas within the County that have been designated by Alberta Environment and Sustainable Resource Development as representing places that are vital to the long-term maintenance of biological diversity, soil, water, or other natural processes, at multiple spatial scales. They are identified as areas containing rare or unique elements, or areas that include elements that may require special management consideration due to their conservation needs. The province does not regulate or restrict development within these areas; rather the information has been provided to assist municipalities and other decision makers when they are establishing land management policies.

The County of Vermilion River has a number of ESAs within its boundaries, affecting 7.9% of the County's landmass. The ESAs include areas of national and provincial significance concerning elements of conservation concern, focal species habitat, important wildlife habitat, riparian areas and natural areas. They represent Boreal, Parkland and Grassland Sub-region ecosystems. All of the County's ESA's are identified on **Map: Environmental Features**.

### 2.9.3 Conservation Areas

Conservation Areas in Alberta are lands which are managed by the Alberta Conservation Association (ACA). The purpose of these lands and the ACA is to manage important wildlife and/or fisheries habitat resources on public and private lands in order to conserve, protect, enhance and provide access to these

habitat resources. Conservation Areas may include lands which have been directly purchased, donated, or leased to the ACA and lands affected by a Conservation Easement in which the ACA has an interest.

All lands identified within the Conservation Site database are available for public use, whether privately owned by the Alberta Conservation Association or its partners, or public lands managed by ACA on behalf of the Crown.<sup>7</sup>

There are currently zero (0) recognized Conservation Areas within the County of Vermilion River. However, in the future the County and residents may decide that it is of value to utilize Conservation Easements to conserve, protect and enhance habitat resources within the County

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<sup>7</sup> "Land Management Program Agreement". Retrieved from: [http://www.abconservation.com/go/tasks/sites/default/assets/File/pdfs/02AboutUs/02RolesandResponsibilities/Land\\_Management\\_Program\\_Agreement.pdf](http://www.abconservation.com/go/tasks/sites/default/assets/File/pdfs/02AboutUs/02RolesandResponsibilities/Land_Management_Program_Agreement.pdf). On: 22 December 2009.

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## PART 3.0 MUNICIPAL DEVELOPMENT PLAN STRUCTURE

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3.1 Municipal Development Plan Guiding Principles

## 3.0 MUNICIPAL DEVELOPMENT PLAN STRUCTURE

The County of Vermilion River Municipal Development Plan is organized around the Plan's guiding principles (see MDP Part 1.0) that support the goals priorities of the County's Strategic Plan. The four parts that make up the MDP, namely 1) Community Resiliency, 2) Growth Management, 3) Sustainable Development, and 4) Responsible Governance, give shape to the vision of the County of Vermilion River as:

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*A Sustainable, Vibrant, and Diversified Community with Opportunities for All*

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### 3.1 Municipal Development Plan Guiding Principles

#### 3.1.1 Community Resiliency

- (a) All actions should support resourcefulness in meeting our challenges and needs in a way that is sustainable through collaboration and mutual aid instead of competition.
- (b) All actions should recognize the diverse needs and aspirations of County residents and stakeholders.

#### 3.1.2 Growth Management

- (a) All actions should respect the integrity of the County's land base and water resources.
- (b) All actions should be proactive in directing non-agricultural development to existing hamlets, planned development areas, and existing multi-lot development areas that have the capacity to support additional development.
- (c) All actions should apply Smart Growth principles to promote sustainable development respectful of the County's rural character.

#### 3.1.3 Sustainable Development

- (d) All actions should establish land use patterns which make efficient use of land, infrastructure, public services and public facilities and which contribute to the development of healthy, safe, and viable communities by encouraging appropriate mixes of all land use types and a wide range of economic opportunities.
- (e) All actions should support proactive, comprehensive planning that is carried out in a fair, open, consistent, and equitable manner.

#### 3.1.4 Responsible Governance

- (f) All actions should ensure that the County operates in a fiscally sound manner now and into the future.

*3.1 Municipal Development Plan Guiding Principles*

- (g) All actions should promote governmental excellence through consistent and accountable leadership and collaborative and transparent processes.
- (h) All actions should support implementing strategic decision making.



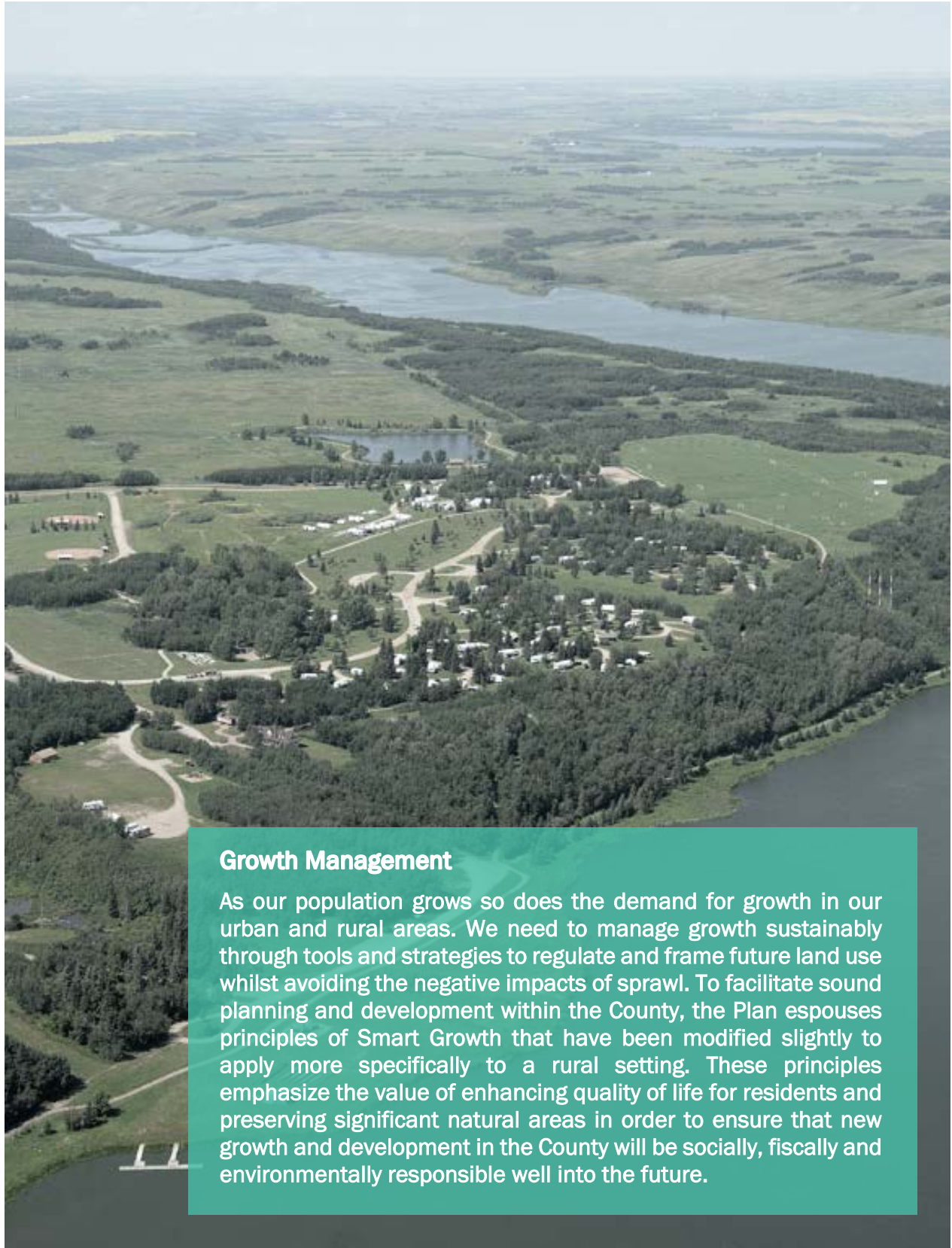
### Community Resiliency

Risk can never be fully eliminated and to be able to bounce back and absorb any shocks we must make sure that our communities are well equipped in terms of their physical, economic, governance and social systems to help maintain a balance in case of any future stresses whether they be expected or unknown. For example, stress on one sector can create a negative effect on everything else around it and to create a resilient economy we can do so by supporting many of our small businesses, promoting diversification, encouraging new ideas, and providing our communities with education and training to help our sectors grow.





3.1 Municipal Development Plan Guiding Principles



### Growth Management

As our population grows so does the demand for growth in our urban and rural areas. We need to manage growth sustainably through tools and strategies to regulate and frame future land use whilst avoiding the negative impacts of sprawl. To facilitate sound planning and development within the County, the Plan espouses principles of Smart Growth that have been modified slightly to apply more specifically to a rural setting. These principles emphasize the value of enhancing quality of life for residents and preserving significant natural areas in order to ensure that new growth and development in the County will be socially, fiscally and environmentally responsible well into the future.

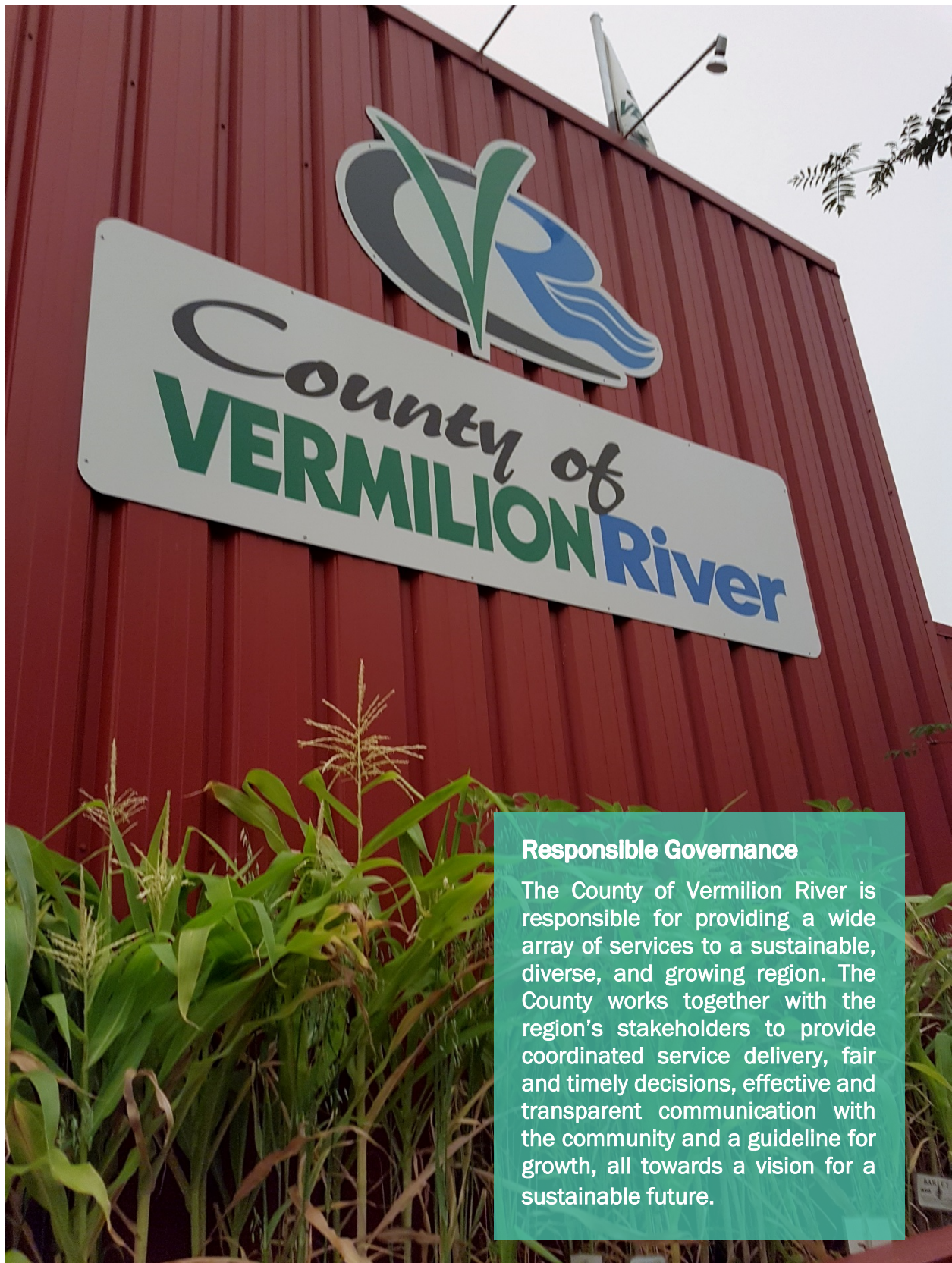
3.1 Municipal Development Plan Guiding Principles

### Sustainable Development

While we work to manage growth sustainably, we also work to respect and protect our natural landscapes and the habitats that live within them. With the need for small-scale and large scale agricultural activities, industrial and residential development, the County recognizes that these features, when applied to un-planned multi-lot developments may not be compatible with best planning practices because they can result in developments that consume the forests, wetlands, and agricultural lands necessary for ecosystem health, water security and the long term agricultural capability of County lands. The County's approach to land management requires that the MDP balance the integrity of the rural way of life and small "town" feel of existing hamlet areas and residential subdivisions within the County while creating opportunities for furthering agricultural, commercial, resource based and industrial sector growth by providing policies that facilitate sustainable rural community development and growth.







### Responsible Governance

The County of Vermilion River is responsible for providing a wide array of services to a sustainable, diverse, and growing region. The County works together with the region's stakeholders to provide coordinated service delivery, fair and timely decisions, effective and transparent communication with the community and a guideline for growth, all towards a vision for a sustainable future.







# *County of* **VERMILION** River

## **LAND USE BYLAW** CONSOLIDATED – JANUARY 2024 *BYLAW NO. 19-02*

*Version 7*

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Note:

Land Use Bylaw No. 19-02 repeals and replaces Land Use Bylaw No. 13-14, and all amending bylaws thereto, in accordance with Section 1.5 of Land Use Bylaw No. 19-02.

This Consolidated Copy includes:

Bylaw No. 20-10 September 2020

Bylaw No. 20-11 May 2020

Bylaw No. 20-21 September 2020

Bylaw No. 20-22 September 2020

Bylaw No. 21-06 April 2021

Bylaw No. 21-13 June 2021

Bylaw No. 21-15 December 2021

Bylaw No. 22-03 April 2022

Bylaw No. 22-05 May 2022

Bylaw No. 22-15 August 2023

Bylaw No. 23-19 January 2024

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# GUIDE TO USING THE COUNTY OF VERMILION RIVER LAND USE BYLAW

The County of Vermilion River Land Use Bylaw establishes regulations for the Use and Development of land and Buildings within the County. These regulations prescribe the manner in which to carry out Subdivision, Development, and of all land and Buildings, whether the latter are constructed or moved in. Additionally, it regulates the type, location, and intensity of Land Use and Buildings; it outlines the process for rezoning land and applying for permits to develop or subdivide Property; as well as the administrative and enforcement procedures of the regulations. When using the Land Use Bylaw, keep in mind that Regulations vary depending on the location and type of Development and that some Developments or Uses must follow additional County, Province, or Federal Government Bylaws or Regulations. Where possible, the Land Use Bylaw attempts to provide some guidance to these other requirements. This is not to say that the County of Vermilion River Land Use Bylaw contains an exhaustive list; instead, it is up to each individual to ensure the observance of the laws of each level of government regulating the Use of land and Development.

## STRUCTURE AND USE

The Land Use Bylaw divides the County into various Land Use Districts. The user needs to examine all the elements of the Land Use Bylaw to determine applicable regulations to a specific Parcel of Land or Lot.

- (1) *Land Use Bylaw Maps* identify the specific location of the various Land Use Districts established in the County.
- (2) *Land Use Districts* contain general Subdivision and Development standards for each of the established designations.
- (3) *Overlay Districts* contain additional regulations to those contained in a Land Use District for each of the established designations.
- (4) *General Provisions* are overall requirements, which apply to some or all Development.
- (5) *Special Provisions* outline additional controls for particular Uses that may occur within certain Districts.
- (6) *Definitions* may include additional requirements to some Uses.

When using the Land Use Bylaw, it is suggested that the user follow these steps:

- 
- (1) **Locate the subject Property on the Land Use District maps.** Each Land Use District has a designation such as “A” for AGRICULTURAL or “C1” for COMMERCIAL. Take note of which Land Use District the subject Property is located in. Also, note if a **Site Development Plan** or **Area Structure Plan** affects the subject Property, which may modify some of the Uses and regulations of the Land Use Bylaw or impose additional regulations.
  - (2) **Check the table of contents and locate the Land Use District of your interest.** The Land Use District list is in alphabetical order starting in **Part 6.0**. In each Land Use District, you will find a list of Permitted and Discretionary Uses and other applicable regulations. These regulations are used to determine the Use of land and Buildings in each district, the types, and how of what can be developed in any given Land Use District.
  - (3) The **Definitions** in **Part 8.0** should also be consulted to ensure that words and terms used in the Land Use Bylaw are understood. Definitions may include additional requirements to some Uses.
  - (4) **Review any additional regulations that may apply to the Development or Use.** For example, **Part 2.0 Development Permits, Rules, and Procedures** describes the rules and procedures applicable to Development Permits; **Part 3.0 Subdivision Standards, Rules, and Procedures** provides guidance with land Subdivision matters; **Part 4.0 General Provisions** and **Part 5.0 Special Provisions** contain additional regulations specific to some types of Development applicable to all Land Use Districts. **Part 7.0 Overlay Districts Regulations** includes additional regulations that apply to some lands based on a specific Use or location. All the applicable regulations for the lands subject to a Development Permit application within the Land Use Bylaw or other plans must be complied with.
  - (5) **Before submitting an application, discuss your proposal/concern with Planning and Development staff.** County staff is well trained and eager to assist you with your Development, Subdivision, or general inquiry issues and to explain procedures. They can also assist with other situations, such as enforcement or a Land Use Bylaw amendment.

## REFERENCING

When referencing any part of the County of Vermilion River Land Use Bylaw you can use the following format:

### 1.0 PART

#### 1.1 Section

##### 1.1.1 Sub-section

##### (a) Paragraph

##### (i) Sub-paragraph

##### 1. Item

##### a. Clause



# PART 1.0 ADMINISTRATIVE PROCEDURES



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1.1 Title

## 1.1 TITLE

- (1) The title of this Bylaw shall be the Land Use Bylaw of the County of Vermilion River.

## 1.2 SCOPE

- (1) No Development shall be permitted within the boundaries of the County of Vermilion River except in conformity with the provisions of this Bylaw.

## 1.3 COMPLIANCE WITH OTHER LEGISLATION

- (1) In addition to the requirements of this Bylaw, an applicant must comply with all Federal, Provincial, and Municipal legislation including requirements contained in a Development Permit or Agreement.
- (2) This Bylaw is consistent the Municipal Government Act (hereinafter referred to as “the Act”), as amended, repealed or replaced from time to time.
- (3) Pursuant to Section 632(4), 633(3) statutory plans must be consistent.
- (4) Hierarchy of Plans
  - (a) Pursuant to Section 638.1 of the Municipal Government Act; RSA 2000 c. M26, as amended or repealed and replaced from time to time, in the event of a conflict or inconsistency between a statutory plan or a Land Use Bylaw, and an Alberta Land Stewardship Act (ALSA) regional plan, the ALSA regional plan prevails to the extent of the conflict or inconsistency.
    - (i) Municipal Government Act
    - (ii) Provincial Regional Plans
    - (iii) Intermunicipal Collaboration Framework
    - (iv) Intermunicipal Development Plan
    - (v) Municipal Development Plan
    - (vi) Site Development and/or Plan Area Structure Plan
    - (vii) Land Use Bylaw
    - (viii) County Policies
- (5) This Bylaw shall be applied in a manner that supports the implementation of statutory plans and local plans, which have been adopted by the County, and is consistent with the County's Municipal Development Plan, ALSA Regional Plans, and the *Municipal Government Act; RSA 2000 c. M26*, as amended or repealed and replaced from time to time.

1.4 Purpose

- (6) This Bylaw shall be used in conjunction with County Policies and Procedures, as adopted and amended by County Council.
- (7) Nothing in this Bylaw exempts a Person from their obligation to comply with:
  - (a) any Federal, Provincial, or Municipal legislation;
  - (b) any relevant caveat, Easement, instrument, agreement, or other legal requirement; or
  - (c) any standards, policies, procedures; or
  - (d) other requirements of the Municipality.
- (8) The issuance of a Development Permit does not entitle a business to operate, which may require a license under a separate agency or organization, nor does it entitle the Construction of a Building, which may require Safety Codes permits for Development of any structures regulated under the Safety Codes Act.

## 1.4 PURPOSE

- (1) The purpose of this Bylaw is to regulate the Use and Development of land and Buildings within the County of Vermilion River to achieve the orderly, economic, diverse, and sustainable Development of land and for that purpose amongst other things, this Land Use Bylaw sets the following objectives:
  - (a) To divide the land within the boundary of the County of Vermilion River into Districts;
  - (b) To establish the roles of the Approving Authorities;
  - (c) To prescribe and regulate for each District the purposes for which land and Buildings may be respectively subdivided, developed, and used;
  - (d) To establish a method of making decisions on applications for Development Permits and issuing Development Permits for any Development provided for herein;
  - (e) To provide the manner in which notice of the issuance of a Development Permit is to be given;
  - (f) To implement the policies of the statutory plans of the County of Vermilion River;
  - (g) To establish supplementary regulations governing certain specific Land Uses; and
  - (h) To establish the procedures for making amendments to this Bylaw.

## 1.5 REPEAL

- (1) This Bylaw comes into force upon receiving Third and Final reading by Council and repeals **Land Use Bylaw No. 13-14** in its entirety and any resolutions made thereunder or amendments thereto, which shall cease to have effect on the day this Bylaw comes into force.

## 1.6 TRANSITIONAL PROVISIONS

- (1) An application for Subdivision or a Development Permit, which has been submitted and not yet deemed complete, prior to the effective date of this Bylaw, shall be processed in accordance with this Bylaw.
- (2) An application for Subdivision or Development Permit, which has been submitted and deemed complete, but has not yet received a decision prior to the effective date of this Bylaw; may be evaluated under the provisions herein, at the discretion of the Development Authority or the Subdivision Authority.
- (3) An application to amend the Land Use Bylaw that has not been given third reading by Council prior to the coming into force of this Bylaw shall be considered by Council pursuant to this Bylaw and any other relevant Federal, Provincial, or Municipal legislation.

## 1.7 SEVERABILITY

- (1) If any portion of this Bylaw is held to be invalid by a decision of a court of competent jurisdiction, that decision does not affect the validity of the remaining portions of this Bylaw.

## 1.8 RULES OF INTERPRETATION

- (1) Compliance with the policies in this Bylaw shall be interpreted and applied as follows:
  - (a) **“SHALL”, “MUST”, and “IS”** are operative words that mean that the action or actions outlined are imperative or mandatory and therefore must be complied with, without discretion, except in cases where a Variance has been granted pursuant to the Municipal Government Act; RSA 2000 c. M26, as amended or repealed and replaced from time to time;
  - (b) **“SHOULD”** is a directive term, which means that, in order to achieve the established goals, and objectives, it is strongly advised that the action be taken. Exceptions shall be made only under extenuating circumstances. When the regulation is directed to the Developer, the onus to justify is on the applicant; and
  - (c) **“MAY”** is a discretionary term, meaning a choice is available, with no particular direction or guidance intended, and is usually dependent on the particular circumstances of the specific Parcel of Land or Lot and application that are under consideration at any given moment.
  - (d) **“SUCH AS”** indicates an idiomatic preposition meaning “for example” or “of a kind that; like” in reference to the condition or conditions following the statement but does not implies an exhaustive list.
  - (e) **“SUCH THAT”** indicates an idiomatic preposition meaning “to the extent that”, “as being what is indicated; in that capacity” in reference to the condition or conditions following the statement as a requirement for its fulfilment, but does not implies an exhaustive list.

### 1.8 Rules of interpretation

- (f) **“PROVIDED THAT”** indicates a conjunction meaning “if; only if”, in reference to the condition or conditions following the statement as a requirement for its fulfilment but does not implies an exhaustive list.
  - (g) **“CONSIDERED”** indicates an adjective meaning “to regard as” or “deem to be”, in reference to the condition or conditions following the statement.
  - (h) **“PERMITTED USE”** means the Use of land or a Building for which a Development Permit shall be issued upon application having been made provided that all of the regulations of this Bylaw, and all of the matters left to the discretion or the satisfaction of Approving Authorities, have been fulfilled to the satisfaction of the respective Approving Authority. All Permitted Uses require the issuance of a Development Permit, unless identified as “not requiring a Development Permit” or “exempt” under this Bylaw.
  - (i) **“DISCRETIONARY USE”** indicates the one (1) or more Uses of land or Buildings that may be permitted in a given District at the discretion of the Approving Authority, with or without conditions, subject to an application having been made. Discretionary Use includes Permitted Uses that submit a Request for a Variance application.
  - (j) **“MAIN USE”** means a Main Use as defined in this Bylaw.
  - (k) **“ACCESSORY USE”** means a Subordinate Use as defined in this Bylaw.
  - (l) **“MAIN”** indicates an adjective meaning first in order of importance or principal.
  - (m) **“EXEMPT”** means Development that does not require a Development Permit, if it meets all requirements of this Bylaw.
- (2) Where a regulation involves **two (2)** or more conditions, provisions, or events connected by a conjunction, the following shall apply:
    - (a) **“AND”** means all the connected items shall apply in combination;
    - (b) **“OR”** indicates that the connected items may apply singly or in combination; and
    - (c) **“EITHER/OR”** indicates the items shall apply singly, but not in combination.
  - (3) Words used in the present tense include the other tenses and derivative forms.
  - (4) Words used in the singular include the plural and vice-versa.
  - (5) When a word is used in the masculine, it will refer to either gender.
  - (6) Examples listed in a Land Use definition are not intended to be exclusive or restrictive.
  - (7) In the case of any conflict between a number written in numerals and a number written in letters, the number written in numerals shall govern.

1.9 Illustrations

- (8) Where reference is made to other legislation or documents, the reference is to the legislation or documents then in effect and shall include all amendments and any successor legislation.

## 1.9 ILLUSTRATIONS

- (1) Drawings and graphic depictions are provided to assist in interpreting and understanding the provisions of this Bylaw. Where any conflict or inconsistency arises between a drawing and the text of the Bylaw, the text shall prevail.

## 1.10 METRIC AND IMPERIAL MEASUREMENTS

- (1) Within this Bylaw, both Metric and Imperial measures are normally provided with the Imperial measures within brackets. However, the Imperial measures are approximate, and are provided only for information.

## 1.11 DECISION AUTHORITIES

- (1) Development Authority
  - (a) For the purposes of this Bylaw:
    - (i) The Development Authority shall be the Person or Persons appointed to be the Development Authority pursuant to the Municipality's Development Authority Bylaw, with their duties and responsibilities that are specified in this Bylaw.
    - (ii) The Development Authority shall keep and maintain for the inspection of the public during all reasonable hours, a copy of this Bylaw and all amendments thereto, and keep a register of all applications for Development, including the decisions thereof.
    - (iii) For the purposes of Section 542 of the Municipal Government Act; RSA 2000 c. M26, as amended or repealed and replaced from time to time, the Development Authority is hereby declared to be a designated officer.
- (2) Development Authority Officer
  - (a) The position of designated officer for the limited purpose of exercising the powers, duties, and functions of a Development Authority Officer is hereby established.
  - (b) The Development Authority Officer shall be appointed by resolution of Council.
  - (c) The Development Authority Officer may sign, on behalf of the Development Authority, any order, decision, approval, notice, or other thing made or given by it.
  - (d) The Development Authority Officer shall:

### 1.12 Development and Subdivision Appeals

- (i) Keep and maintain for the inspection of the public during all reasonable hours, a copy of this Bylaw and all amendments thereto; and
  - (ii) Keep a register of all applications for Development, the decisions thereon, and the reasons therefor.
- (3) Council
  - (a) The Council of the County of Vermilion River shall perform such duties as are specified for it in this Bylaw.
- (4) Subdivision Authority
  - (a) For the purposes of this Bylaw, the Subdivision Authority shall be the Person or Persons appointed to be the Subdivision Authority pursuant to the Municipality's Subdivision Authority Bylaw, as amended or replaced from time to time, with their duties and responsibilities that are specified in **Part 3** of this Bylaw.
- (5) Municipal Planning Commission
  - (a) For the purposes of this Bylaw, the Municipal Planning Commission shall be the Municipal Planning Commission as established by Bylaw pursuant to Section 626 of the Municipal Government Act.
- (6) Subdivision and Development Appeal Board
  - (a) The Subdivision and Development Appeal Board established by the Municipality's Subdivision and Development Appeal Board Bylaw shall perform such duties as are specified in **Section 1.12** of this Bylaw.
- (7) Municipal Government Board
  - (b) The Municipal Government Board consists of the Persons appointed by the Lieutenant Governor in Council, on the recommendation of the Minister, pursuant to the *Municipal Government Act; RSA 2000 c. M26*, as amended or repealed and replaced from time to time, for such duties as are specified under Sections 619 and Section 678 of the Act and for the purposes of **Section 1.12** of this Bylaw.

## 1.12 DEVELOPMENT AND SUBDIVISION APPEALS

- (1) Development Appeals and Procedures
  - (a) An appeal on a decision of the Development Authority may be made within twenty-one (21) days after receipt of written notice issued under **Section 2.2** of this Bylaw to the Subdivision and Development Appeal Board:
    - (i) where a Development Authority:



### 1.12 Development and Subdivision Appeals

1. refuses or fails to make a decision on a Development Permit application within forty (40) days of receipt of a completed application or prior to the expiry date of an agreement between the applicant(s) and the Development Authority Officer to extend the 40-day period herein described; or
  2. issues a Development Permit for a Discretionary Use subject to conditions pursuant to this Bylaw; or
  3. issues an order under Section 1.13 of this Bylaw.
- (ii) when the applicant for a Development Permit, or a Person is affected by an order under **Section 1.13**; or
- (iii) when any other Person affected by an order, decision, or Development Permit made or issued by a Development Authority.
- (b) Notwithstanding Items 1(a)(i)1 and 1(a)(i)2 above, no appeal lies in respect of the issuance of a Development Permit for a Permitted Use unless the provisions of this Bylaw were relaxed, varied, or misinterpreted, or the application was deemed to be refused under Section 2.2.
- (c) Notwithstanding Items 1(a)(i)1 and 1(a)(i)2 above, no appeal lies to the Subdivision and Development Appeal Board in respect of the issuance of a Development Permit by Council in the Direct Control District. If the decision is made by a Development Authority, the appeal is limited to whether the Development Authority followed the directions of Council, and if the Subdivision and Development Appeal Board finds that the Development Authority did not follow the directions it may, in accordance with the directions, substitute their decision for the Development Authority's decision.
- (d) An appeal shall be made by serving a written notice of appeal to the Secretary of the Subdivision and Development Appeal Board within twenty-one (21) days after:
- (i) the date of the receipt of written notice issued under **Section 2.2** of this Bylaw of the order or decision or the issuance of the Development Permit; or
  - (ii) if no decision is made with respect to the application within the 40-day period or within any extension issued under Section 684 of the Act.
- (e) With respect to an order under section 645 of the Act, within twenty-one (21) days after the date on which the order is made.
- (i) The date of notification of an order or decision or the issuance of a Development Permit is deemed to be seven (7) days from the date the order or decision or the notice of issuance of the Development Permit is mailed.
  - (ii) Each notice of appeal shall be accompanied by a fee as set by Council and shall contain at least one reason for appeal.

*1.12 Development and Subdivision Appeals*

- (2) Development Appeal Hearing Procedure
  - (a) Within thirty (30) days of receipt of a notice of appeal, the Subdivision and Development Appeal Board shall hold an appeal hearing respecting the appeal.
  - (b) The Subdivision and Development Appeal Board shall give at least five (5) days' notice in writing of the appeal hearing to:
    - (i) the appellant;
    - (ii) the Development Authority from whose order, decision or Development Permit the appeal is made;
    - (iii) the applicant and/or landowner(s);
    - (iv) those adjacent landowners who were notified under this Bylaw and any other Person who, in the opinion of the Subdivision and Development Appeal Board, are affected by the order, decision or permit; and
    - (v) such other Persons as the Subdivision and Development Appeal Board specifies.
  - (c) The Subdivision and Development Appeal Board shall make available for public inspection and before the commencement of the appeal hearing all relevant documents and materials respecting the appeal, including:
    - (i) the application for the Development Permit, the decision, and the notice of appeal; or
    - (ii) the order of the Development Authority under **Section 1.13** of this Bylaw or Section 645 of the Municipal Government Act, as amended or repealed and replaced from time to time, as the case may be.
- (3) At the appeal hearing referred to in this Section, the Subdivision and Development Appeal Board shall hear:
  - (a) the appellant or any other Person acting on his/her behalf;
  - (b) the Development Authority from whose order, decision or Development Permit the appeal is made, or if a Person is designated to act on behalf of the Development Authority, that Person;
  - (c) any other Person who was served with notice of the hearing pursuant to paragraph (b) above, and who wishes to be heard or a Person acting on his/her behalf; and
  - (d) any other Person who claims to be affected by the order, decision or permit and that the Subdivision and Development Appeal Board agrees to hear or a Person acting on his/her behalf.
- (4) Decisions on Development Appeals

### 1.12 Development and Subdivision Appeals

- (a) In determining an appeal, the Subdivision and Development Appeal Board:
  - (i) shall comply with any applicable Land Use policies, regulations, and applicable statutory plans, and the County's Land Use Bylaw;
  - (ii) shall comply with the Province's Land Use Policies and applicable regional plans;
  - (iii) must comply with the Inclusionary Housing provisions of the Land Use Bylaw and the Inclusionary Housing Regulation;
  - (iv) 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;
  - (v) must have regard for, but is not bound by, the Subdivision and Development Regulation;
  - (vi) may make an order or decision or issue or confirm the issuance of a Development Permit notwithstanding that the proposed Development does not comply with the Land Use Bylaw, if in the opinion of the Subdivision and Development Appeal Board, the proposed Development would not:
    - 1. unduly interfere with the amenities of the neighbourhood;
    - 4. materially interfere with or affect the Use, enjoyment, or value of neighbouring Lots or Parcels of Land; and
    - 5. the proposed Development conforms with the Use prescribed for that land or Building in this Bylaw.
- (b) The Subdivision and Development Appeal Board shall give its decision in writing together with reasons for the decision within fifteen (15) days of the conclusion of the appeal hearing.
- (c) If the decision of the Development Authority to approve a Development Permit application is reversed by the Subdivision and Development Appeal Board, the Development Permit shall be null and void.
- (d) If the decision of the Development Authority to refuse a Development Permit application is reversed by the Subdivision and Development Appeal Board, the Development Authority shall forthwith approve the Development Permit application in accordance with the decision of the Subdivision and Development Appeal Board.
- (e) If the decision of the Development Authority to approve a Development Permit is varied by the Development Appeal Board, the Development Authority shall forthwith approve the Development Permit application in accordance with the decision of the Subdivision and Development Appeal Board.

### 1.12 Development and Subdivision Appeals

(f) A decision made under this part of the Bylaw is final and binding on all parties and all Persons subject only to an appeal upon a question of jurisdiction or law pursuant to the Act. An application for leave to the Court of Appeal shall be made:

- (i) to a judge of the Court of Appeal; and
- (ii) within thirty (30) days after the issuance of the order, decision, permit, or approval sought to be appealed.

#### (5) Subdivision Appeals and Procedures

(a) A notice of appeal on a decision of the Subdivision Authority may be made within fourteen (14) days after receipt of written notice issued under **Section 2.6** of this Bylaw to:

- (i) the Municipal Government Board if:
  - 1. the land that is the subject of the application is within the Green Area, as classified by the Minister responsible for the Public Lands Act; or
  - 2. the land that is the subject of the application contains, is adjacent to or is within the prescribed distance of a Highway, a water body, a sewage treatment or Waste Management Facility or a historical Site; or
  - 3. in any other circumstances described in the regulations under section 694(1)(h.2) of the Act.
- (ii) the Subdivision and Development Appeal Board:
  - 1. for all other instances; or
  - 2. when a relevant agency or organizations has entered a written agreement to vary the distances in **Section 1.12(5) above**, under the Subdivision and Development Regulations.
- (iii) For the purpose of **Sections 1.12(5) above and 1.12(5)(a)(ii) above**, the date of receipt of the decision is deemed to be seven (7) days from the date the decision is mailed.
- (iv) If a notice of appeal is filed with the wrong Appeal Board, the Appeal Board that receives the application must refer the appeal to the appropriate Appeal Board. The appropriate Appeal Board then must hear the appeal as if the notice of appeal had been filed with it, and it is deemed to have received the notice of appeal from the applicant on the date it receives the notice of appeal from the Appeal Board that first received the application.

### 1.12 Development and Subdivision Appeals

- (b) An appeal shall be made by serving a written notice of appeal to the Secretary of the appropriate Board within fourteen (14) days after:
  - (i) the date of the receipt of written notice issued under **Section 2.6** of this Bylaw of the decision of the Subdivision authority; or
  - (ii) deemed refusal by the Subdivision Authority, in accordance with Section 681 of the Municipal Government Act; RSA 2000 c. M26, as amended or repealed and replaced from time to time, as amended.
  - (iii) if no decision is made with respect to the application within the time prescribed by the Subdivision and Development regulations, or within any extension issued under Section 681 of the Act.
- (c) Each notice of appeal shall be accompanied by a fee as set by Council and shall contain at least one reason for appeal.

#### (6) Subdivision Appeal Hearing Procedure

- (a) A Subdivision and Development Appeal Board hearing an appeal under section 678 of the Act must hold the hearing within thirty (30) days after receiving a notice of appeal.
- (b) The Municipal Government Board hearing an appeal under section 678 of the Act must hold the hearing within sixty (60) days after receiving a notice of appeal.
- (c) The Appeal Board hearing the appeal shall give at least five (5) days' notice in writing of the appeal hearing to:
  - (i) the applicant for Subdivision approval;
  - (ii) the Subdivision Authority that made the decision;
  - (iii) the applicant and/or landowner(s);
  - (iv) if land that is the subject of the application is adjacent to the boundaries of another Municipality, the adjacent Municipality;
  - (v) any school board to whom the application was referred;
  - (vi) every relevant agency or organization that was given a copy of the application pursuant to the Subdivision and Development Regulations; and
  - (vii) such other Persons as the Appeal Board specifies.
  - (viii) Paragraphs (4), (5) and (6) do not apply to an appeal of the deemed refusal of an application under section 653.1(8) of the MGA.

*1.12 Development and Subdivision Appeals*

- (7) At the appeal hearing referred to in this Section, the Appeal Board shall hear:
- (a) a Person or entity that was notified pursuant to **Section 1.12(6)(c)** above;
  - (b) the Subdivision Authority from whose order, decision, or Development Permit the appeal is made, or if a Person is designated to act on behalf of the Subdivision Authority, such Person;
  - (c) each Owner of Adjacent Land to the land that is the subject of the appeal, or a Person acting on any of those Persons' behalf; and
  - (d) any other Person or entity who claims to be affected by the order, decision, or permit and that the Appeal Board agrees to hear or a Person acting on his/her behalf.
- (8) Decisions on Subdivision Appeals
- (a) In determining an appeal, the Board hearing the appeal:
- (i) must act in accordance with any applicable Regional Plan;
  - (ii) must have regard to any statutory plan;
  - (iii) must comply with the Inclusionary Housing provisions of the Land Use Bylaw and the Inclusionary Housing Regulation;
  - (iv) must conform with the Uses of land referred to in a Land Use Bylaw;
  - (v) must be consistent with the Land Use Policies;
  - (vi) must have regard to, but is not bound by, the Subdivision and Development Regulations;
  - (vii) may confirm, revoke, or vary the approval or decision or any condition imposed by the Subdivision Authority, or make, or substitute an approval, decision or condition of its own;
  - (viii) may, in addition to the other powers it has, exercise the same power as a Subdivision Authority is permitted to exercise pursuant to Part 17 of the Act, or the regulations or bylaws under Part 17 of the Act, as amended or repealed and replaced from time to time.
- (b) In the case of an appeal of the deemed refusal of an application, in which the Subdivision Authority considered complete, the board must determine whether the documents and information that the applicant provided met the requirements of section 653.1(2) of the Act.
- (c) **Section 1.12(8)(a)(ii) above**, does not apply to an appeal of the deemed refusal of an application under section 653.1(8) of the Act, in which an application was considered

### 1.13 Enforcement, Penalties, and Fines

incomplete and the applicant failed to submit all the outstanding information and documents required to be considered complete.

- (d) The Appeal Board shall give its decision in writing together with reasons for the decision within fifteen (15) days of the conclusion of the appeal hearing.
- (e) When on an appeal the Municipal Government Board or the Subdivision and Development Appeal Board approves an application for Subdivision approval, the applicant must submit the plan of Subdivision or other instrument to the Subdivision Authority from whom the appeal was made for endorsement by it.
- (f) If a Subdivision Authority fails or refuses to endorse a plan of Subdivision or other instrument submitted to it pursuant to **Section 1.12(8)(e) above**, the member of the board that heard the appeal who is authorized to endorse the instrument may do so.

## 1.13 ENFORCEMENT, PENALTIES, AND FINES

### (1) Contravention and Stop Orders

- (a) Every Person or corporation who violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in violation of any of the provisions of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw, or who does any act which violates any of the provisions of this Bylaw, or fails to comply with any order, notice, or direction given under this Bylaw is in contravention and guilty of an offence against this Bylaw and is liable to the penalties hereby imposed.
- (b) Where the Development Authority finds that a Development or Use of land or Buildings is not in accordance with:
  - (i) the Municipal Government Act or the regulations; or
  - (ii) a Development Permit or Subdivision approval; or
  - (iii) any relevant statutory plan, bylaw, or policy; or
  - (iv) this Land Use Bylaw;
  - (v) the Development Authority may, in accordance with the Municipal Government Act; RSA 2000 c. M26, as amended or repealed and replaced from time to time, by giving notice in writing to, within the time frame specified by the notice, as the case may be order the registered Owner, the Person in possession of the land or Buildings, or the Person responsible for the contravention, or all or any of them to:
    - 1. stop the Development or Use of the land or Buildings in whole or in part as directed by the notice; and/or



### 1.13 Enforcement, Penalties, and Fines

2. demolish, remove or replace the Development; and/or
  3. take such other measures as are specified in the notice so that the Development or Use of the land or Buildings is in accordance with the Act, the regulations, a Development Permit, Subdivision approval or this Bylaw,
- (c) Where a notice is issued under **Section 1.13(1)(b) above**, the notice shall state the following and any other information considered necessary by the Development Authority:
- (i) an explanation of the contravention, and a statement indicating under which provisions of this Bylaw or the Act the order is being carried out;
  - (ii) the alternatives and processes which the Person responsible for the contravention may pursue in order to correct the contravention;
  - (iii) a time frame in which the contravention must be corrected prior to the County of Vermilion River pursuing action; and
  - (iv) advise the Person of his/her right to appeal the notice to the Subdivision and Development Appeal Board.
  - (v) The date on which the order was made;
  - (vi) must be given or sent to the Person or Persons referred to in **Section 1.13(1)(a) above**, on the same day the decision is made.
- (d) Where a Person fails or refuses to comply with an order directed to him/her pursuant to **Section 1.13(1)(a) above**, or an order of the Subdivision and Development Appeal Board, the Development Authority may, in accordance with Section 542 of the Act, enter upon the land or Building and take such action as is necessary to carry out the order.
- (e) Where the Development Authority carries out an order, the County shall, as part of its process, ask the courts to allow it to cause the costs and expenses incurred in carrying out the order to be placed on the tax roll as an additional tax against the Property concerned, and that amount shall be collected in the same manner as taxes on land.
- (f) The County may register a Caveat under the Land Titles Act pursuant to the Order against the certificate of title that is subject to the Order in accordance with Section 646(2) of the Act.
- (2) Enforcement
- (a) This Bylaw may be enforced, and the contravention of any provisions contained herein restrained, by the Court of Queen's Bench of Alberta upon action brought by Council, whether or not any penalty has been imposed for the contravention.
  - (b) A Person who:

### 1.13 Enforcement, Penalties, and Fines

- (i) contravenes any provision of the Act or the regulations under the Act;
  - (ii) contravenes this Bylaw;
  - (iii) contravenes an order under **this Section** and/or Section 645 of the Act;
  - (iv) contravenes a Development Permit or Subdivision approval or a condition attached thereto, and/or
  - (v) obstructs or hinders any Person in the exercise or performance of his powers or duties under this Act, the regulations under the Act or this Bylaw
  - (vi) is guilty of an offense and is liable to a fine prescribed in Section 566 of the Act.
- (c) If a Person is found guilty of an offense under **Section 1.13** of this Bylaw (Section 557 of the Act), the court may, in addition to any other penalty imposed, order the Person to comply with:
  - (i) the Act and the regulations under the Act;
  - (ii) this Bylaw;
  - (iii) an order under **this Section** and/or Section 645 of the Act; and/or
  - (iv) a Development Permit or Subdivision approval or a condition attached to a Development Permit or Subdivision approval.
- (d) Any written notice, or order, or decision that is required under any provision of this Bylaw is deemed to have been served on the Person whom it is addressed when the Order has been:
  - (i) in the case of an individual, delivered personally to the individual, or left for the individual at his or her last known address with a Person on the Premises who appears to be at least eighteen (18) years of age; or
  - (ii) in the case of a Person, Partnership, Firm, Company, or Corporation by post mail or personal delivery to either the last known registered office or business address of the Person, Partnership, Firm, Company, or Corporation; or
  - (iii) in the event that the County is unsuccessful in its attempts to serve the Order pursuant to **Sections 1.131.13(2)(a), (b), or (c) above**, a Designated Officer may post a copy of the Order in a conspicuous place on the Property referred to in the Order, where the Designated Officer has reason to believe that the Person to whom the Order is addressed is evading service, and that there is no other reasonable means of service available.

### (3) Violation Tickets and Fines

1.14 Land Use Bylaw Amendment

- (a) In addition to the process and penalties described above, the Development Authority or any other Person identified as a designated officer by the Council for the purposes of this **Section 1.13** shall be authorized to issue violation tickets in respect to any contravention of this Bylaw.
- (b) The Development Authority or any other Person identified as a designated officer by the Council for the purposes of this **Section 1.13** may issue a violation ticket to any Person alleged to have breached any provision of this Bylaw.
- (c) The violation ticket shall specify the alleged offence committed by the Person to whom the violation ticket is issued and require payment, within twenty-one (21) days from the Date of Issue of the violation ticket, of a fine to the County.
- (d) Persons contravening any provision of this Bylaw to whom violation tickets are issued shall be liable for a penalty of \$150.00 for the first offence and \$300.00 for a second or subsequent offence. Each day that a breach of the Bylaw has occurred may be considered to be a separate offence.
- (e) The violation ticket shall be served upon the alleged offender personally or delivered by regular mail. If payment is made within the time limit, then such payment shall be accepted in lieu of prosecution for the offence.
- (f) If a Person who has been served with a violation ticket fails to pay the fine specified therein, then the right of the alleged offender to settle the alleged offence without a court appearance shall no longer apply and prosecution for the alleged offence shall proceed.
- (g) If the Person who was served with the violation ticket is thereafter prosecuted and convicted of the offence specified in the violation ticket, the fine imposed shall not be less than \$200.00, plus court costs, for each offence.

## 1.14 LAND USE BYLAW AMENDMENT

- (1) Application for Amendment
  - (a) Subject to the provisions of the *Municipal Government Act*, as amended or repealed and replaced from time to time, any Section or Part of this Bylaw may be amended.
  - (b) Council may at any time initiate an amendment to this Bylaw, but prior to first reading of any proposed amendment the proposal shall be referred to the Development Authority Officer to prepare an amendment application, reports, and recommendations.
  - (c) Any Person may apply to have this Bylaw amended by applying in writing, by submitting the application form provided by the County of Vermilion River along with applicable fees, and request that the Development Authority present the application to Council.
  - (d) An applicant proposing to amend this Bylaw for a purpose of clarification of an existing provision must provide the following information:

### 1.14 Land Use Bylaw Amendment

- (i) pay the County of Vermilion River an application and advertising fee as set by Council;
  - (ii) undertake in writing on a form provided by the County of Vermilion River to be liable for, and pay on demand, all expenses made necessary by the processing of the proposed amendment which the County may incur, whether it be enacted or not, including but not limited to map printing and reproduction costs, surveys and advertising charges;
  - (iii) reasons in support of the application;
  - (iv) drawings showing the subject Site, the proposed District and the proposed Use and Development to be proposed on the Site, if applicable;
  - (v) the program of land servicing, if applicable;
  - (vi) a recent title search (dated within thirty days of the date the application is received) of the land affected and/or other documents satisfactory to the Development Authority showing the applicant's interest in the said land, if applicable; and
  - (vii) where the applicant is an agent acting for the Owner, a letter from the Owner(s) authorizing the agent to make the application.
- (e) A Person making an application to amend this Bylaw for a purpose other than the clarification of an existing provision of this Bylaw shall:
- (i) pay the County of Vermilion River an application fee as set by Council;
  - (ii) undertake in writing on a form provided by the County of Vermilion River to be liable for, and pay on demand, all expenses made necessary by the processing of the proposed amendment which the County may incur, whether it be enacted or not, including but not limited to map printing and reproduction costs, surveys and advertising charges;
  - (iii) reasons in support of the application;
  - (iv) drawings showing the subject Site, the proposed District and the proposed Use and Development to be proposed on the Site, if applicable;
  - (v) the program of land servicing, if applicable;
  - (vi) information regarding any potential impact of the Development that would be allowed by the proposed amendment on the existing natural or man-made environment;
  - (vii) information respecting the suitability of the subject Site for the Development that would be allowed by the proposed amendment;

*1.14 Land Use Bylaw Amendment*

- (viii) a recent title search (dated within thirty days of the date the application is received) of the land affected and/or other documents satisfactory to the Development Authority showing the applicant's interest in the said land, if applicable;
  - (ix) sign a statement authorizing the right of entry by the Development Authority to such lands and/or Buildings as may be required for investigation of the proposed amendment; and
  - (x) any other information deemed necessary by the Development Authority or Council.
- (f) Upon receipt of an application to amend the Land Use Bylaw, the Development Authority shall:
  - (i) initiate or carry out any necessary investigation or analysis of the problems involved in or related to the amendment; and
  - (ii) prepare a detailed report including all maps and relevant materials for Council to consider.
- (g) In order to carry out any necessary investigation or analysis of the problems involved in or related to the amendment, the Development Authority may refer the application to such agencies as they consider necessary for comment.
- (h) Upon receiving the preliminary advice of the Development Authority, the applicant shall advise the Development Authority if:
  - (i) he/she wishes the Council to proceed with the amendment as submitted by the Person, or an alternative amendment proposed by the Council; or
  - (ii) he/she wishes to withdraw the application for an amendment.
- (i) As soon as reasonably convenient, the Development Authority shall submit the proposed amendment as originally applied for, or as alternatively chosen by the applicant, as the case may be, to the Council, accompanied by the report of the Development Authority and other relevant material, if any, and the Council shall then consider the proposed amendment.
- (j) During deliberation on the Bylaw amendment application, Council may refer the application to such agencies as it considers necessary for comment.
- (k) Council may request such information as it deems necessary to reach a decision on the proposed amendment.
- (l) Notwithstanding anything in this Section, a proposed amendment which has been rejected by Council within the previous twelve (12) months may not be reconsidered unless Council otherwise directs.

*1.14 Land Use Bylaw Amendment*

- (m) Proposed amendments to this Bylaw are subject to those requirements and procedures set out in the Act regarding the enactment of Bylaws.
- (n) All amendments to this Bylaw shall be made by Council by Bylaw and in conformity with the requirements of the Act regarding the notification and holding of a public hearing.

(2) Public Hearing Process

- (a) At the discretion of Council, first reading of a proposed amendment may be given before the Public Hearing process, and Council may require that the applicant pay a fee for advertising according to the governing Land Use Bylaw advertising fee schedule as amended from time to time by resolution of County Council.
- (b) All amendments to this Bylaw shall be made by Council, by Bylaw, and in conformity with the requirements of the Act with regard to the holding of a Public Hearing.

Notice shall be provided for proposed bylaws, amendments, resolutions, meetings and public hearings in conformity with the requirements of section 606 and 606.1 of the Act.

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## PART 2.0

# DEVELOPMENT: PERMITS, RULES, AND PROCEDURES



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## 2.1 CONTROL OF DEVELOPMENT

- (1) No Development, other than that designated in **Section 2.4**, shall commence, or be allowed to commence, or carried on, or caused or allowed to be carried on, within the County unless an application for a Development Permit has been approved and a Development Permit has been issued.
- (2) Notwithstanding **Section 2.1(1) above**, where a Variance to any regulation in this Bylaw is required for any Development listed in **Section 2.2**, in addition to a Development Permit a request for a Variance Permit is also required.
- (3) No Building or structure shall be used or occupied, and no change in the existing Use or Occupancy of a Building or structure or portion thereof, shall be made until the Development Authority has issued a Use and Occupancy Permit as provided for in **Section 2.17** herein. Issuance of a Use and Occupancy Permit shall not be construed as an approval of a violation of the provisions of this Bylaw or of other Provincial or Municipal regulations.
- (4) Except as otherwise allowed by this Bylaw, Development and Subdivision in each Land Use District shall be in accordance with the Uses listed in the District and all the regulations and guidelines in the Bylaw.
- (5) Any Person who undertakes, causes, or permits any Development or Occupancy of a Building or on a Lot or Parcel to commence, take place, or continue to take place without a Development Permit being issued, or after a Development Permit has been suspended or revoked; or any Person who undertakes, causes, or permits a Use or Occupancy of a Lot or Parcel or Building before a Use and Occupancy Permit has been issued, or after a Use and Occupancy Permit has been suspended or revoked; shall discontinue such Development and/or Use or Occupancy forthwith upon notice in writing issued under **Section 1.13** requiring so, and shall not resume such Development, Use, or Occupancy unless a permit to that effect has been issued or the permit reinstated.
- (6) Any Person applying for, or in possession of, a Development Permit is not relieved from full responsibility for ascertaining and complying with or carrying out Development in accordance with, but not limited to:
  - (a) The requirements of the Alberta Safety Codes Act;
  - (b) Bylaws of the County;
  - (c) County Policy;
  - (d) General Municipal Servicing Standards, as amended;
  - (e) The requirements of Alberta Agricultural Operation Practices Act;
  - (f) Highway Development Act; and
  - (g) the requirements of any other relevant federal, provincial, or municipal legislation.



## 2.2 DEVELOPER RESPONSIBILITIES

- (1) A Person to whom a Development Permit has been issued shall obtain from the appropriate authority where applicable, permits relating to Building, grades, sewers, sanitary and storm water disposal, water mains, electricity, and all other permits required in connection with the proposed Development.
- (2) Obtain and maintain in good standing provincial licensing or authorization that may be required, as applicable under the provisions of the *New Home Buyer Protection Act*.
- (3) The holder of a valid Development Permit is:
  - (a) responsible for ensuring compliance with any Regulation, Bylaw, Act, or Agreement, which may affect the proposed project.
  - (b) financially responsible during Construction for any damage by the applicant, his/her servants, suppliers, agents, or contractors to any public or private Property.
  - (c) responsible of preventing excess soil or debris from being spilled on public Road allowances, streets, Lanes, sidewalks, and adjacent private properties.
  - (d) responsible to provide for appropriate fire protection measures in an application for Development, Subdivision, a Site Development Plan, or an Area Structure Plan.
  - (e) responsible for ensuring that no Building or Use is used, occupied or continued to be used or occupied; and that no change in the existing Occupancy classification of a Building takes place, continues or is allowed to take place or continue until the Developer, proposed user, or proposed Occupant of said Development, Building is issued a Use and Occupancy Permit.

## 2.3 DEVELOPMENT COMMENCEMENT AND COMPLETION

- (1) If the Development authorized by a Development Permit is not commenced within twelve (12) months from the date of its issuance and carried out with reasonable diligence within two (2) years of the date of issuance, the permit is deemed null and void, unless an extension to this period has previously been granted by the Development Authority.
- (2) No Development that has been undertaken in accordance with a Development Permit shall be used until an Occupancy Permit has been obtained, pursuant to the provisions under **Section 2.17** of this Bylaw.
- (3) Upon application to the Development Authority, and prior to the expiry of an approved Development Permit application, the Development Authority may grant an extension for the completion of a Development to the effective period of a Development Permit for a period that shall not exceed twelve (12) months.
- (4) When a Development Permit expires before the completion of a Development and an extension has not been granted, application for a new Development Permit is required. The new application will be reviewed and a decision issued based on the current merits of the proposed Development in relation to applicable current municipal, provincial, and federal regulations, requirements, policies, and practices. The Development Authority shall not be obliged to approve a Development Permit based on a previous approval.

## 2.4 DEVELOPMENT NOT REQUIRING A PERMIT

- (1) The following Development shall not require a Development Permit:
- (a) the carrying out of works of Maintenance or repair to any Building, provided that such works do not include Structural Alterations or major works of Renovation that would require a Building permit;
  - (b) the completion of a Building, which was lawfully under Construction at the date of the first publication of the notice required by the Act, provided that the Building is completed in accordance with the terms of any permit granted in respect of it and subject to the conditions to which such permit was granted, and provided also that the Building, whether or not a permit was granted in respect of it, is completed within a period of twelve (12) months from the said date of the first publication of the notice;
  - (c) the Use of any such Buildings as referred to in **paragraph (b) above**, for the purpose for which Construction was commenced;
  - (d) the erection, Construction, or Maintenance, improvement or alteration of gates, Fences, or walls or other means of enclosure, unless the gate, Fence, wall, or other means of enclosure exceeds the regulations indicated in **Section 4.5(12)** of this Bylaw. Including the Maintenance, improvement, and other alterations of any gates, Fences, or walls, or other means of enclosure, unless the fencing material is razor wire. An approved Development Permit shall always be necessary before razor wire can be used as a fencing material;
  - (e) a temporary Building or Sign, the sole purpose of which is incidental to the erection or alteration of a Building, for which a permit has been issued under this Bylaw;
  - (f) the Maintenance and repair of public works, services, and utilities carried out by or on behalf of federal, provincial, and municipal public authorities on land which is publicly Owned or controlled;
  - (g) on Parcels of Land exceeding 32 ha (80 ac.) used for Farming and not Intensive Agriculture or a Confined Feeding Operation, the Construction of accessory farm Uses such as corrals and Game Fences, but not including residences, machine Shops, barns, granaries, Dugouts, or similar Developments or any proposed Development within 40 m (134 ft.) of the centre line of a County Road or within the Setbacks established in **Section 4.6** of this Bylaw;
  - (h) a Building or structure with a gross Floor Area of under 13.5 square metres (145 sq. ft.) which is not on a permanent foundation.
  - (i) Construction with a total value of under \$3,500.00, including the nominal value of labour;
  - (j) a Deck or Patio provided that no Construction occur above 1.0 metre (3.3 ft.) in height above grade;

## 2.0 Development: Permits, Rules, and Procedures

### 2.4 Development Not Requiring a Permit

- (k) grading and/or Landscaping, not including the removal of top soil, where the proposed grades will not adversely affect the drainage of the subject or adjacent Lots or Parcels of Land, including the hard-surfacing of part of a Lot in a Residential District for the purposes of providing vehicular access from a Road to an attached or detached Garage or Carport, provided that such hard-surfacing does not exceed 7.5 m (24.6 ft.) in width; except on lands affected by an Intermunicipal Development Plan;
  - (l) the erection of campaign Signs for federal, provincial, municipal or school board elections on privately-Owned Lots for no more than thirty (30) days, or such time as regulated under provincial or federal legislation provided that:
    - (i) such Signs are removed within seven (7) days after the election date,
    - (ii) such Signs do not obstruct or impair vision or traffic,
    - (iii) such Signs are not attached to Fences, trees, or utility poles; and
    - (iv) such Signs indicate the name and address of the sponsor and the Person responsible for removal;
  - (m) the placement of one (1) Sign on internal Sites, or two (2) Signs on corner Sites advertising a residential Property for sale or rent displayed on the Property to which it (or they) pertain(s) during the time the Property is being offered for sale or rent, with removal to be within one (1) month after the sale or rental agreement has been entered into, provided that such Signs are a maximum of 0.6 m<sup>2</sup> (6.5 sq. ft.) in area and provided further that such Signs are placed or erected no closer than 3.0 m (9.8 ft.) to a Road right-of-way;
  - (n) Development within a Basement which does not change or add to the Uses within a Dwelling;
  - (o) the Development of land for a Confined Feeding Operation or a Manure Storage Facility if the Confined Feeding Operation or Manure Storage Facility is the subject of an approval, registration or authorization under the Agricultural Operation Practices Act;
  - (p) the demolition or removal of any Building or structure for which erection a Development Permit would not be required pursuant to **Sections 2.4(1)(d) through(j) above**, both inclusive.
- (2) Notwithstanding any other provision in **Section 2.2**, the Development Authority may, at its sole discretion, waive the requirement for a Development Permit for:
- (a) Buildings accessory to Extensive Agriculture less than 600 sq. ft; or
  - (b) Sea Cans within the Agricultural (A) District on Parcels or Lots greater than 2.02 ha (5.0 ac); or
  - (c) if after reviewing the Development Permit application, it is determined by the Development Authority that the proposed Development will not:



## *2.0 Development: Permits, Rules, and Procedures*

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### *2.4 Development Not Requiring a Permit*

- (i) materially interfere with the amenities of, or change the character of the area;
- (ii) materially interfere with or affect the Use and enjoyment of adjacent properties;
- (iii) adversely impact the environment;
- (iv) result in excessive demand on municipal services, utilities and Road access; and
- (v) will comply with all regulations in this Land Use Bylaw, including regulations in the applicable District, unless a Variance has been granted by the Development Authority.

## 2.5 DEVELOPMENT PERMIT APPLICATIONS DECISIONS

- (1) The Development Authority shall:
  - (a) receive and review all applications for Development Permits;
  - (b) refer to Council for its consideration and decision all Development Permit applications for significant Discretionary Uses within a Direct Control (DC District); and
  - (c) consider and decide on all other Development Permit applications within a Direct Control (DC District);
  - (d) consider and decide on all other applications for Development Permits;
  - (e) shall issue decisions for Development applications for those Uses listed in Direct Control Districts when directed to do so by Council.
- (2) The Development Authority, in making a decision on a Development Permit application for:
  - (a) A Permitted Use that conforms to the Land Use Bylaw in force at the time of application, as amended:
    - (i) may approve the application unconditionally,
    - (ii) may approve the application subject to those conditions he/she considers appropriate,
    - (iii) may approve the application permanently or for a limited amount of time, or
    - (iv) shall refuse the application, if the proposed Development does not conform to the Land Use Bylaw in force at the time of application, as amended.
  - (b) A Discretionary Use, as designated in the Land Use Bylaw in force at the time of application, as amended:
    - (i) may approve the application, if it meets the requirements of this Bylaw, with or without conditions, based on the merits of the application including any approved statutory plan or approved policy affecting the Site;
    - (ii) may refuse the application even though it meets the requirements of this Bylaw; or
    - (iii) shall refuse the application, if the proposed Development does not conform to the Land Use Bylaw in force at the time of application, as amended.
    - (iv) shall refuse the application, if the proposed Variance does not conform to the Land Use Bylaw in force at the time of application, as amended

## 2.0 Development: Permits, Rules, and Procedures

### 2.5 Development Permit Applications Decisions

- (3) The Development Authority may approve an application for a Development Permit even though the proposed Development does not comply with the regulations of this Bylaw, or if the Development is to be a rebuilding, an enlargement, an addition, or a structural alteration of a Non-Conforming Building, if, regarding the circumstances and merits of the application, in the opinion of the Development Authority:
  - (a) the proposed Development would not:
    - (i) unduly interfere or disturb the order and enjoyment of the amenities of the neighbourhood; or
    - (ii) materially interfere with or affect the Use, enjoyment, or value of neighbouring Parcels of Land; or
  - (b) the proposed Development is similar to the Uses prescribed for that land or Building in this Bylaw; or
  - (c) the suitability of the design, character, and appearance of the proposed Development is compatible with and complementary to the surrounding properties; or
  - (d) the proposed Development preserves the purpose and intent of any statutory plan adopted by the County; or
  - (e) the proposed Development preserves the purpose and intent of any non-statutory plan and relevant policy adopted by the County that is applicable to that land or Building in this Bylaw.
- (4) In reviewing a Development Permit application for a Permitted or Discretionary Use, the Development Authority shall consider any technical study as may be required in **Section 2.7** and/or as prescribed in the Designated District, or any of provisions made under this Bylaw, or any statutory or non-statutory plan and relevant policy adopted by the County.
- (5) A Development Permit may be issued on a temporary basis for a period specified by the Development Authority, which shall be specified on the permit. Upon the expiry of such time, the Use allowed shall be Discontinued and any Buildings that were erected because of the Development Permit shall be removed, and the Site restored to its original condition prior to the issuance of the Development Permit.
- (6) An application to extend the duration of a Temporary Development Permit shall be dealt with as a new Development Permit application. There shall be no obligation to approve a Development Permit on the basis that the previous permit had been issued.
- (7) Notwithstanding any provisions or requirements of this Bylaw, the Development Authority may establish a more stringent standard for a Discretionary Use when the Development Authority deems it necessary to do so.

## 2.0 Development: Permits, Rules, and Procedures

### 2.5 Development Permit Applications Decisions

- (8) The Development Authority shall refuse a Development Permit for a Use or Development that is not listed as Permitted or Discretionary within the proposed Land Use District.
- (9) Notwithstanding **Section 2.5(8) above**, in the case where a proposed Use or Development is not defined and provided for in any Land Use District in this Bylaw, the Development Authority may allow the Use or Development as a Discretionary Use, if at his/her sole discretion it is determined that the proposed Use or Development is similar in character and purpose to a defined Permitted or Discretionary Use provided for in a particular Land Use District in this Bylaw.
- (10) An application for a Development Permit shall be deemed to be refused when a decision is not made by the Development Authority within forty (40) days after receipt and acceptance of a complete application by the Development Authority, unless an agreement to extend the forty (40) day period is established between the applicant(s) and the Development Authority.
- (11) Where the Development of land involves a Subdivision of land, issuance of a Development Permit is subject to the provisions in **Part 3** of this Bylaw.
- (12) Notwithstanding **Section 2.5(11) above**, the Development Authority may consider a Development Permit application on existing registered Lots.
- (13) The Development Authority may suspend or revoke a Development Permit:
  - (a) at any time, where the permit was issued on the basis of incorrect or inconsistent information, fraud, non-disclosure, or misrepresentation on the part of the applicant;
  - (b) if the applicant fails to comply with conditions of the approval outlined in a Development Permit;
  - (c) the conditions of approval outlined in a Development cease to be complied with;
  - (d) any Person undertakes, causes, or permits any Use and Occupancy or Development on a Lot or Parcel contrary to the conditions of a permit;
  - (e) the Development does not comply with the Development agreement or Restrictive Covenant;
  - (f) If, in the opinion of the Development Authority, it appears that a Development Permit has been obtained by misrepresentation, the Development Authority may suspend, revoke, or modify the Development Permit.
  - (g) if requested to do so by the applicant; or
  - (h) within 14 days of issue of the permit, where the permit was issued in error.
- (14) In the case of refusal of an application for a Development Permit, whether refused pursuant to this Part or ultimately after appeal pursuant to **Section 1.12** of this Bylaw, the Development Authority may, at his/her sole discretion, either accept or refuse the submission of another application for a

## 2.0 Development: Permits, Rules, and Procedures

### 2.5 Development Permit Applications Decisions

permit on the same Lot or Parcel of Land for the same or a Similar Use submitted by the same or any other applicant during the six (6) months following the date of the refusal.

- (15) All Development in the County, in addition to the requirements of this Bylaw, shall satisfy any other requirements of Provincial or Federal Legislation or Regulations, including, without limiting the foregoing, the Safety Codes Act and Regulations made under the Act, as well as the Water Act and the Provincial Wetland Restoration/Compensation Guide.

- (16) Conditions of Development Permits

- (a) The Development Authority may require a Developer to pay an off-Site levy in respect of land that is to be developed or subdivided, in accordance with County Bylaws.
- (b) The Development Authority shall impose as conditions those mitigation and other necessary measures required by an environmental assessment carried out pursuant to the Canadian Environmental Assessment Act to minimize any potential adverse environmental effects.
- (c) The Development Authority shall impose as conditions those mitigation and other necessary measures considered necessary to minimize any potential impacts, based on the results technical study as may be required in **Section 2.7**, and/or as prescribed in the Designated District, or any of provisions made under this Bylaw, or any statutory or non-statutory plan and relevant policy adopted by the County.
- (d) The Development Authority shall impose conditions requiring the applicant to make satisfactory arrangements for the supply of gas, water, electric power, telephone, sewer service, vehicular, and pedestrian access and any other utility, service, or facility, including payment of installation or Construction costs by the applicant.
- (e) The Development Authority may impose a condition that the applicant enter into an agreement with the County for any of the following:
  - (i) to construct or pay for the Construction or improvement of a public Roadway required to give access to the Development;
  - (ii) to construct or pay for the Construction of a pedestrian walkway system to serve the Development; or a pedestrian walkway that will connect the pedestrian walkway system serving the Development with a pedestrian walkway system that serves or is proposed to serve an adjacent Development, or both;
  - (iii) to specify the location, standard, and number of vehicular and pedestrian access locations to a Site from public Roadways;
  - (iv) to install or pay for the installation of utilities to municipal standards necessary to serve the Development;

## 2.0 Development: Permits, Rules, and Procedures

### 2.5 Development Permit Applications Decisions

- (v) to construct or pay for utilities, Roadways, and improvements with an excess capacity pursuant to the Act, Section 650;
  - (vi) to construct or pay for the Construction of servicing and community facilities, and Garbage, loading and unloading facilities; and
  - (vii) to give security to the County to ensure terms of the agreement under **Section 2.5(16) above**, are carried out.
- (f) The Development Authority shall impose a condition requiring the applicant to repair or reinstate, or to pay for the repair or reinstatement, to original condition any street furniture, curbing, sidewalk, Boulevard Landscaping, and tree planting which may be damaged, destroyed, or otherwise harmed by the Development.
- (g) The Development Authority shall impose conditions respecting the paving, fencing, and Landscaping of the Lot and adjacent public Roadways during and after its Development including that the applicant provide security in the amount of 125% of the estimated paving, fencing, and Landscaping cost, the condition of the security being that, if these works are not completed in accordance with this Bylaw and the Landscaping within one (1) year after the completion of the Development, then the amount fixed shall be paid to the County for its use in completing the works.
- (h) The Development Authority shall impose conditions respecting the time within which a Development or any part of it is to be completed; and
- (i) The Development Authority shall impose conditions limiting the length of time that a Development Permit may continue in effect.
- (j) The County Council may impose the following conditions in a Development Permit approved by it:
  - (i) any of the conditions that the Development Authority may impose in a Development Permit;
  - (ii) a condition imposing a Development standard that is more restrictive or onerous than the regulations of this Bylaw, having regard to:
    - 1. the nature of the Development,
    - 2. any applicable Federal, Provincial, or Municipal legislation, including the Municipal Development Plan, any applicable statutory plan, and
    - 3. the provisions of this Bylaw; and

## *2.0 Development: Permits, Rules, and Procedures*

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### *2.5 Development Permit Applications Decisions*

4. any relevant caveat, Easement, instrument, agreement, or other legal requirement under the Land Titles Act registered against the certificate of title.
  - (iii) such other conditions as it considers appropriate to the circumstances.
- (k) The County may register a caveat in respect of an agreement under this **Section** against the Lot or Parcel that is subject of the Development Permit. The caveat may be discharged when the agreement has been complied with.



## 2.6 DEVELOPMENT PERMIT APPLICATIONS NOTICE OF DECISION

- (1) Within five (5) working days after a decision on a Development Permit application, the Development Authority Officer shall send a notice by regular mail of the decision to the applicant and post a notice in a place available to public view in the County office, indicating the disposition of the application. Mailing the notice is not required when an applicant picks up a copy of the decision.
- (2) In addition to **Section 2.6(1)**, within five (5) working days after a decision on a Development Permit application for a Discretionary Use or after a Variance has been granted, the Development Authority Officer shall:
  - (a) mail a notice in writing to all adjacent landowners and any other landowners who, in the sole opinion of the Development Authority, may be affected, to provide notice of the decision and right of appeal;
  - (b) publish a notice of the decision in a newspaper circulating in the Municipality stating the legal description of the Property, municipal address of the application, nature of the approved Development, and right of appeal; and
  - (c) when the Lot on which the approved Development Permit is located within a multi-Lot country residential Subdivision, mail a notice in writing to all Owners of Lots within that multi-Lot country residential Subdivision stating the legal description of the Property, municipal address of the application, nature of the approved Development, and right of appeal.
- (3) Notice of a decision on a Development Permit application shall be sent by electronic means if:
  - (a) The applicant has consented to receive documents by electronic means and has provided an email address, website or other electronic address in their application for this purpose; and
  - (b) It is possible to make a copy of the document from the electronic transmission.
  - (c) A document sent by electronic means is considered to have been received seven (7) days after it was sent.
- (4) When the Development Authority refuses an application for a Development Permit, the decision shall contain reasons for the refusal, the period within which an appeal can be made, and to whom the applicant may appeal, if so desired.
- (5) Development Permit appeals are subject to the provisions under **Section 1.12** of this Bylaw.

## 2.7 DEVELOPMENT PERMIT APPLICATIONS REQUIREMENTS

- (1) All applications for a Development Permit shall be submitted to the Development Authority in writing, on the corresponding application form provided by the Municipality and must be fully completed and signed by the applicant and registered Owner(s).
- (2) A fee as established by Council shall accompany each application for a Development Permit. This fee may vary dependent on whether a Development Permit application has followed an enforcement action pursuant to **Section 1.13** of this Bylaw.
- (3) Development Permit Applications will only be processed when it is completed in its entirety. In order for an application to be considered complete, all required items, AND any applicable additional supportive information either requested when making an application or during the process of reviewing an application, must be submitted to the satisfaction of the Development Authority.
- (4) The Development Authority must, within twenty (20) days after the receipt of the application for a Development Permit, determine whether the application is complete. This time period may be extended by an agreement in writing between the applicant and the Development Authority.
- (5) If the Development Authority does not make a determination referred to in **Section 2.7(4) above**, within the time required, the application is deemed to be complete.
- (6) A written notice must be issued to the applicant for the following:
  - (a) Acknowledgement that the application is complete.
  - (b) Acknowledgement that the application is incomplete, and request of any outstanding documents and information referred to in the notice must be submitted by the date set out in the notice or a later date agreed on between the applicant and Development Authority, in order for the application to be considered complete.
  - (c) Acknowledgment that the application is complete if the Development Authority determines that the information and documents submitted under **Section 2.7(6)(b) above**, are completed.
  - (d) Acknowledgement that the application is deemed refused, if the application fails to submit all the outstanding information and documents on or before the date referred to in **Section 2.7(6)(b) above**.
- (7) Despite the Development Authority issuing an acknowledgement that an application is complete, during the course of review the Development Authority may request any additional information it considers necessary during the decision-making process.
- (8) Required items for an application may include:

## 2.0 Development: Permits, Rules, and Procedures

### 2.7 Development Permit Applications Requirements

- (a) at the discretion of the Development Authority, a public participation summary pursuant to **Section 2.14** of this Bylaw.
- (b) Copy of provincial licensing or authorization, as applicable under the provisions of the *New Home Buyer Protection Act*.
- (c) if applicable, a business registration form;
- (d) a Site plan, to scale, showing the legal description; north arrow; municipal address; location and dimensions of Property Lines; existing utility rights-of-way and Easements; Fences; driveways; paved areas; proposed front, rear, and Side Yards, if any; any provisions for Off-Street loading and Vehicle parking; access and egress points to the Site; and any encumbrance such as rights-of-way;
- (e) existing and proposed Building dimensions, to scale, including, but not limited to, the house, Garage, Decks and any covered structures such as car ports;
- (f) the type and location of water supply and sewage and Waste water disposal facilities;
- (g) a statement of existing and proposed Uses;
- (h) a statement of Ownership of the land and the interest of the applicant therein;
- (i) the signatures of at least one of the registered landowners listed on the Certificate of Title;
- (j) the estimated commencement and completion dates;
- (k) the estimated cost of the project or contract price;
- (l) an application fee as established by resolution of Council;
- (m) written consent from the registered Owner authorizing the right-of-entry by the Development Authority to such lands or Buildings as may be required for investigation of the proposed Development;
- (n) information on abandoned oil and gas wells as required by the Subdivision and Development Regulation and ERCB Directive 079;
- (o) floor plans, elevations, and sections of any proposed Buildings;
- (p) drainage, grading and Landscaping plans which provide pre- and post-Construction Site elevations;
- (q) a mitigation plan detailing how vegetation, topography disturbance, erosion, or any impacts due to Development are to be minimized;

## 2.0 Development: Permits, Rules, and Procedures

### 2.7 Development Permit Applications Requirements

- (r) in the case of an application for a Development Permit on Crown Land, Provincial authorization for the Development; and
- (s) any other information as required by the Development Authority.

(9)

In consideration of a Site Development Plan, or when required an Area Structure Plan, proposal for commercial or industrial development the Development Authority shall consider whether the proposal:

- (a) precisely defines the extent boundaries of the proposal;
- (b) designates suitable building sites;
- (c) ensures the functional integrity of the adjacent roads is maintained through the use of service roads and limited access points;
- (d) defines standards of development consistent with this Land Use Bylaw, including architectural, landscaping, and sign controls;
- (e) identifies methods and facilities for servicing;
- (f) includes groundwater and soil permeability tests; and
- (g) any other matters identified by County Policy.

(10)

The Development Authority may also require additional supportive information in order to assess the conformity of a proposed Development with this Bylaw before consideration of the Development Permit application shall commence. Such information may include:

- (a) a Real Property Report, or other documentation indicating the exact location of all structures on the Property (prepared within the last five (5) years, in a form that is acceptable to the Development Authority;
- (b) a storm water management plan approved by Alberta Environment and Sustainable Resource Development (or other appropriate provincial authority);
- (c) a certified geotechnical report prepared, stamped and signed by a qualified professional registered in the Province of Alberta in potentially hazardous or unstable areas;
- (d) a certified biophysical assessment prepared, stamped and signed by a professional registered in the Province of Alberta, on the impacts of the proposed Development on wildlife habitat or natural environments;
- (e) a reclamation plan for aggregate extraction or Site grading and Excavation;
- (f) an environmental assessment to determine potential contamination and mitigation;

**Amended by  
Bylaw 20-22**

## 2.0 Development: Permits, Rules, and Procedures

### 2.7 Development Permit Applications Requirements

- (g) in the case of the placement of an already constructed or partially constructed Building on a Lot or Parcel of Land, information relating to the age and condition of the Building and its compatibility with the District in which it is to be located;
  - (h) for Subdivisions adjacent to water bodies and watercourses, an engineering and/or geotechnical study to determine an adequate Setbacks based on soil conditions and slope stability prepared, stamped and signed by a registered professional engineer or hydro-geologist, registered in the Province of Alberta.
  - (i) an environmental impact assessment describing a Development's potential environmental effects;
  - (j) a cumulative effects assessment prepared, stamped and signed by a professional, registered to practice in the Province of Alberta, describing a Development's potential cumulative effects;
  - (k) the identification of all rights-of-way and Easements within or Abutting the subject Property; and/or
  - (l) any additional information as the Development Authority deems necessary.
- (11) When, in the opinion of the Development Authority, sufficient details of the proposed Development have not been included with the application for a Development Permit, the Development Authority may, at its sole discretion, either return the application to the applicant for further details or make a decision on the application with the information it has available. An incomplete application shall be deemed to not have been submitted until all required details have been provided to the satisfaction of the Development Authority.
- (12) In the case of an application for a Development Permit on Crown Land, the County will require Provincial authorization prior to the issuance of a Development Permit.
- (13) The Development Authority may make a decision on an application for a Development Permit notwithstanding that any information required or requested has not been submitted.

#### 2.7.1 INDUSTRIAL DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

- (a) In addition to the application requirements indicated in **Sections 2.7(1) through 2.7(13) above**, and prior to considering an application complete, each application for industrial development shall be accompanied by the following information and any additional supportive information required by the Development Authority:
  - (i) at the discretion of the Development Authority, a public participation summary pursuant to **Section 2.14** of this Bylaw.
    - 1. business registration form;

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### *2.7 Development Permit Applications Requirements*

2. type of industry;
3. estimated number of employees;
4. estimated water demand and anticipated source;
5. estimated gas demand and anticipated source;
6. type of effluent and method of treatment;
7. type of air emissions and method of abatement;
8. estimated noise generated by the Development and method of abatement;
9. estimated light generated by the Development and (if necessary) method of abatement;
10. transportation routes to be used and estimated traffic impact,
11. reason for specific location;
12. means of solid Waste disposal;
13. any accessory works required (pipeline, railway spurs, power lines, etc.);
14. anticipated residence location of employees;
15. municipal servicing costs associated with the Development;
16. physical suitability of Site with respect to soils, slopes and drainage;
17. if a Subdivision is involved, the size and number of Lots and proposed phasing of Development (if any);
18. servicing requirements and provisions for meeting them;
19. costs associated with providing new or upgraded municipal services associated with the Development, and/or
20. any other information as may be reasonably required by the Development Authority.

### 2.7.2 COMMERCIAL & RECREATION DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

- (a) In addition to the application requirements indicated **Sections 2.7(1) through 2.7(13) above**, each application for a commercial or recreation Developments shall be accompanied by the following information and any additional supportive information required by the Development Authority:
- (i) at the discretion of the Development Authority, a public participation summary pursuant to **Section 2.14** of this Bylaw.
  - (ii) business registration form;
  - (iii) physical suitability of Site with respect to soils, slopes and drainage;
  - (iv) the size and number of Lots and proposed phasing of Development (if any);
  - (v) servicing requirements and provisions for meeting them;
  - (vi) estimated water demand and anticipated source;
  - (vii) estimated gas demand and anticipated source;
  - (viii) type of effluent and method of treatment;
  - (ix) type of air emissions and method of abatement;
  - (x) estimated noise generated by the Development and method of abatement;
  - (xi) estimated light generated by the Development and (if necessary) method of abatement;
  - (xii) costs associated with providing new or upgraded municipal services associated with the Development;
  - (xiii) the requirements and provisions for employee and customer parking and for Site access;
  - (xiv) a Landscaping plan;
  - (xv) cross-sections and elevations for each Building;
  - (xvi) a list of proposed Uses;
  - (xvii) transportation routes and estimated traffic impact; and/or



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### 2.7 Development Permit Applications Requirements

(xviii) any other information as may be reasonably required by the Development Authority.

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(b) All commercial developments shall obtain the approvals and permits required by provincial legislation and a development permit from the County.

Amended by  
Bylaw 20-22

(c) Commercial development proposals are required to identify all municipal servicing costs associated with the development. The assignment of these costs between the County and the developer will be the basis of a development agreement to be entered into prior to a subdivision approval or upon the issuance of a development permit. However, all development servicing costs associated with the development, including the provision of internal roadway systems to meet the County's Municipal Servicing Standards and the upgrading of other County roads leading to the site in order to provide good access to the development site will be the responsibility of the developer.

Amended by  
Bylaw 20-22

(d) The Development Authority may request a commercial development proposal to submit an assessment of the proposal, which:

- (i) precisely defines the boundaries of the proposal;
- (ii) designates suitable building sites;
- (iii) ensures the functional integrity of the adjacent roads is maintained through the use of service roads and limited access points;
- (iv) defines standards of development consistent with the County's Land Use Bylaw, including architectural, landscaping, and sign controls;
- (v) identifies methods and facilities for servicing;
- (vi) includes groundwater and soil permeability tests; and
- (vii) any other matters identified by County Policy.

### 2.7.3 RESOURCE EXTRACTION DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

(a) In addition to the application requirements indicated in **Sections 2.7(1) through 2.7(13) above**, the Development Authority shall require, where not required to do so by the Province, that each application for a Development Permit for resource extraction Development be accompanied by the following information and any additional supportive information deemed necessary by the Development Authority:

- (i) at the discretion of the Development Authority, a public participation summary pursuant to **Section 2.14** of this Bylaw.

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- (ii) if applicable, a business registration form;
- (iii) a reclamation plan and a statement indicating the projected final Use of the Site. In those cases where the proponent is required to do so by the Province, the proponent shall submit a copy of the reclamation plan to the County;
- (iv) for Class I Pits on Private Land under 5 ha. (12.5 ac.) in area: proof of approval from Alberta Environment and Sustainable Resource Development;
- (v) for Class II Pits on Private Land under 5 ha. (12.5 ac.) in area: a reclamation deposit in the amount of \$2,000 per acre for each acre of working pit;
- (vi) statement indicating the number of years the pit is proposed to be in operation;
- (vii) anticipated generation of motor Vehicle traffic estimated on a daily, weekly or monthly basis;
- (viii) number of Vehicles that will be used in the hauling of materials and the proposed hauling route to and from the Site;
- (ix) type and number of equipment to be used for each activity to be carried out on the Site;
- (x) access locations to and from the Site, including Roads and Highways, and anticipated traffic generation on each of the Roads and Highways resulting from the Development;
- (xi) dust control measures to be implemented, including the suppressant materials or methods to be used either on the pit floor and on stockpiles as well as the proposed frequency of application;
- (xii) projected impacts of dust or emissions (asphalt, gravel crushing, concrete or other) and the methods to be used for controlling such dust or emission;
- (xiii) proposed frequency for cleaning settled dust from, in and around gravel crushing plants;
- (xiv) provisions for loading and parking;
- (xv) descriptions of any noxious, toxic, radioactive, flammable or explosive materials to be stored or used on the Site;
- (xvi) location of Garbage and storage areas and proposed fencing and Screening for the same, as well as the proposed method for disposing of Garbage;

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- (xvii) provision of a written security plan that identifies potential dangerous situations, area and typical procedures to be used for monitoring the Site during periods of activity and also when activity on the Site is suspended;
- (xviii) proposed methods to be used to restrict public access, protect wildlife, neighbouring Livestock and domestic animals;
- (xix) quality and quantity of well water and soil tests for the water systems that may be used in conjunction with the proposed Development;
- (xx) amount of water required for the proposed Development on a daily, weekly or monthly basis and the proposed water source;
- (xxi) engineering studies which demonstrate the suitability of the proposed method of water supply;
- (xxii) engineering studies which demonstrate the suitability of the proposed method of effluent disposal;
- (xxiii) engineering studies which demonstrate the suitability of the proposed method of surface water management;
- (xxiv) method proposed for controlling noise, dust and drainage from the Site both during and after completion of the operation;
- (xxv) profiles and cross sections showing the original ground level, the proposed depth of any Excavation, the finished grade elevation, the depth of the over-burden and water table elevations;
- (xxvi) the method intended to be used for Excavation of the materials contained within the land, backfilling, terracing, compacting, leveling, reclaiming the Site and equipment to be used in connection therewith;
- (xxvii) the method to be used for supporting pit walls;
- (xxviii) size, number and location of stockpiles of topsoil, overburden and gravel;
- (xxix) proposed days and hours of operation for each activity and any known or regularly anticipated periods of inactivity; and
- (xxx) if the proposal is located within the Historic Resources Area (HRA) Overlay, then a Historic Resource Impact Assessment and/or clearance from Alberta Culture and Tourism in a Historic Resources Application submitted through the Online Permitting and Clearance (OPAC) system for approval.

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### 2.7 Development Permit Applications Requirements

(b) Without limiting the requirements of the Development Authority, the proponent will also be required to enter into:

(i) a haul Road agreement with the County; and

(ii) a Development agreement with the County.

**Amended by  
Bylaw 20-22**

(c) Resource industries that utilize County infrastructure shall be required to participate in the maintenance and upgrading of that infrastructure if the need arises, as determined by the County.

(i) a development permit application or approach permit for resource extraction will not be approved until the developer enters into a haul road agreement with The County.

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(d) The developer of a natural gas or oil well site shall be required to obtain approval from the County regarding the construction, upgrading and maintenance of access roads.

(e) Development agreements in connection with sand, gravel and other mineral extraction operations may be required and should make provisions for the:

(i) reclamation of the land that was disturbed to its former agricultural capability or to a post-extractive use whichever Council feels is more beneficial;

(ii) control of on-site noise, dust and weeds;

(iii) storage of topsoil;

(iv) separation of the resource extractive operation from any multi-lot residential subdivision, hamlet, or urban municipality with a suitable open space buffer;

(v) designation of all aggregate haul roads to reduce noise, excessive maintenance costs, and dust problems; and

(vi) if required by the County, the provision of security such as an irrevocable letter of credit to ensure reclamation will be completed.

### 2.7.4 EXCAVATION AND STRIPPING OF LAND AND/OR STOCKPILING OF MATERIALS DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

(a) In addition to the application requirements indicated in **Sections 2.7(1) through 2.7(13) above**, the Development Authority shall require each application for the Excavation, stripping or grading of land proposed without any other Development on the same land, to be accompanied by the following information and any additional supportive information deemed necessary by the Development Authority:

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- (i) at the discretion of the Development Authority, a public participation summary pursuant to **Section 2.14** of this Bylaw.
  - (ii) if applicable, a business registration form;
  - (iii) location and area of the Site where the Excavation is to take place;
  - (iv) the type and dimensions including average depth of the Excavation to be done, and the potential, if any, to affect existing drainage patterns on and off the Site;
  - (v) the depth and variation in depth of groundwater encountered in test holes, if required at the discretion of the Development Authority;
  - (vi) identification of potential for outdoor noise and the discharge of substances into the air;
  - (vii) a reclamation plan including information regarding the condition in which the Site is to be left when the operation is complete, the action which is to be taken for restoring the condition of the surface of the land to be affected, and for preventing, controlling or lessening erosion or dust from the Site; and
  - (viii) potential long-term costs of new or upgraded municipal services associated with the Development.
- (b) In addition to the information requirements indicated in **this Section**, the Development Authority shall require each application for the stockpiling of any material proposed, with or without any other Development on the same land, to be accompanied by the following information and any additional supportive information deemed necessary by the Development Authority, as applicable:
- (i) at the discretion of the Development Authority, a public participation summary pursuant to **Section 2.14** of this Bylaw.
  - (ii) if applicable, a business registration form;
  - (iii) location and area of the Site where the stockpiling of material is to take place;
  - (iv) the type of materials to be stockpiled on the Site;
  - (v) the anticipated height of all stockpiles;
  - (vi) statement indicating the number of years the pit is proposed to be in operation;
  - (vii) anticipated generation of motor Vehicle traffic estimated on a daily, weekly or monthly basis;

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- (viii) number of Vehicles that will be used in the hauling of materials and the proposed hauling route to and from the Site;
- (ix) type and number of equipment to be used for each activity to be carried out on the Site;
- (x) access locations to and from the Site, including Roads and Highways, and anticipated traffic generation on each of the Roads and Highways resulting from the Development;
- (xi) provisions for loading and parking;
- (xii) descriptions of any noxious, toxic, radioactive, flammable or explosive materials to be stored or used on the Site;
- (xiii) engineering studies which demonstrate the suitability of the proposed method of surface water management for the stockpiling of snow;
- (xiv) method proposed for controlling noise, dust and drainage from the Site both during and after completion of the operation;
- (xv) a reclamation plan including information regarding the condition in which the Site is to be left when the operation is complete, the action which is to be taken for restoring the condition of the surface of the land to be affected, and for preventing, controlling or lessening erosion or dust from the Site; and
- (xvi) potential long-term costs of new or upgraded municipal services associated with the Development.

### 2.7.5 ALTERNATIVE ENERGY SYSTEMS DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

- (a) In addition to the application requirements indicated in **Sections 2.7(1) through 2.7(13) above**, and Section 5.30 applicable regulations regarding towers, the Development Authority shall require each application for a Wind Energy Conversion System to be accompanied by the following information and any additional supportive information deemed necessary by the Development Authority:
  - (i) at the discretion of the Development Authority, a public participation summary pursuant to **Section 2.14** of this Bylaw.
  - (ii) if applicable, a business registration form;

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### *2.7 Development Permit Applications Requirements*

- (iii) a fully dimensioned and scaled Site plan showing and labeling information including the location of overhead utilities on or Abutting the subject Site, contours of the land and access Roads;
- (iv) a visual representation including scale elevations, photographs and/or digital information of the proposed alternative energy system showing Total Height, components height, diameter, colour, and the landscape;
- (v) any impacts to the local Road system including required Approaches from public Roads having regard to County standards;
- (vi) a preliminary reclamation/decommissioning plan; and
- (vii) appropriate reports and/or approvals from relevant agencies and organizations, including:
  - 1. Safety Codes Council
  - 2. Alberta Utilities Commission
  - 3. Transport Canada
  - 4. NavCanada
  - 5. Alberta Energy
  - 6. Alberta Environment and Parks
  - 7. Alberta Tourism and Culture



## 2.8 DEVELOPMENT PERMIT EXPIRED AND DISCONTINUED USES

- (1) When a Development Permit expires, a new application is required. The new application will be reviewed and a decision issued based on the current merits of the proposed Development in relation to current municipal, provincial, and federal regulations, requirements, policies, and practices. The Development Authority shall not be obliged to approve a Development Permit based on a previous approval.
- (2) In cases where a Use or Occupancy is Discontinued, or intended to be Discontinued for a period of six (6) months or more, any subsequent Use or Occupancy of the land or Building shall comply with this Bylaw and shall require a new Development Permit and a new Use and Occupancy Permit to be issued.

## 2.9 DEVELOPMENT PERMITS VALIDITY

- (1) When a Development Permit has been granted by the Development Authority, it shall not be valid unless and until the conditions of the permit, save those of a continuing nature, have been fulfilled and no notice of appeal has been served on the Subdivision and Development Appeal Board within the appeal period.
- (2) When the Subdivision and Development Appeal Board has approved a Development Permit, the permit shall not be valid until the decision of the Board is issued in writing.
- (3) If the Subdivision and Development Appeal Board is served with notice of an application for leave to appeal its decision, such notice shall suspend the Development Permit, except where approval has been granted for a Permitted Use or, where a license, permit, approval, or other authorization is granted by the Natural Resource Conservation Board, Energy Resources Conservation Board, or Alberta Utilities Commission to the extent that the application complies with the license, permit, approval, or other authorization granted. The final determination of an appeal, except for those applications approved as a Permitted Use and/or, by the Natural Resource Conservation Board, Energy Resources Conservation Board, or Alberta Utilities Commission, shall validate, amend, or revoke, as the case may be, a suspended Development Permit.

## 2.10 DWELLING UNITS AND MAIN BUILDINGS ON A LOT OR PARCEL

- (1) The number of Dwelling Units or Main Buildings permitted on a single title within any Land Use District shall not exceed one (1), including Agricultural Lots or Parcels.
- (2) Notwithstanding the provisions of **Section 2.10(1) above**, the Development Authority may issue a Development Permit for the Construction or location of more than one (1) Dwelling Unit or Main Building on a Lot or Parcel:
  - (a) if additional Dwelling Units or Main Buildings are a Permitted or Discretionary Use within the applicable Land Use District and the second or additional Dwelling Unit or Main Building:
    - (i) is placed in a way that conforms to the historically precedent religious and/or cultural practices and/or settlement pattern of the applicant(s); or
    - (ii) is a Building as defined in the Condominium Property Act that is the subject of an approved Condominium plan registered in the Land Titles Office; or
    - (iii) is contained in a Building that, or in Buildings each of which, are designed for or divided into two (2) or more Dwelling Units, subject to an approved strata plan registered in the Land Titles Office; or
    - (iv) is a Surveillance Suite as defined in this Bylaw; or
    - (v) is a temporary Building or Use as defined in this Bylaw; or
    - (vi) is a Secondary Dwelling or Secondary Suite as defined in this Bylaw and meets the requirements for such Developments within the Designated District, in accordance with the provisions of **Section 4.20** of this Bylaw; or
    - (vii) is a Manufactured Home located within a Manufactured Home Community, in accordance with the provisions of **Sub-section 6.3.7** of This Bylaw.
- (3) Notwithstanding the provisions of **Sections 2.10(1) and 2.10(2) above**, where provided for in this Land Use Bylaw, the location of a second or additional Detached Single Dwelling or Main Building shall be in a manner such that the additional Detached Dwelling or Main Building could be subdivided from the balance of the Lot or Parcel in the future with each Dwelling being on a separate Lot or Parcel, having its own yards and access, or joint access agreement, or parking agreement, all in compliance with this Bylaw.

## 2.11 EXISTING SUBSTANDARD LOTS

- (1) The Development Authority may consider Development to take place on existing Substandard Lots.
- (2) When the Development Authority deems the Development of a Substandard Lot feasible, the Development will be required to comply with the Alberta Safety Codes Act and any other Provincial legislation or regulations.

## 2.12 NON-CONFORMING BUILDINGS AND USES

- (1) A Non-Conforming Use of land or a Building may be continued, but if that Use is discontinued for a period of six (6) consecutive months or more, any future Use of the land or Building must conform with this Bylaw.
- (2) A Non-Conforming Use of part of a Lot may not be exceeded or transferred in whole or in part to any other part of the Lot, and no additional Buildings may be constructed upon the Lot while the Non-Conforming Use continues.
- (3) A Non-Conforming Use of part of a Building may be extended throughout an existing Building while 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 thereto or therein to accommodate a Non-Conforming Use.
- (4) Notwithstanding **Section (3) above**, a Non-Conforming Building may be enlarged, added to, rebuilt or structurally altered solely for the purpose of:
  - (a) making it a conforming Building,
  - (b) the routine Maintenance of the Building, if the Development Authority considers such measures necessary, or
  - (c) in accordance with the powers possessed by the Development Authority pursuant to the Act and **Section 1.11** of this Bylaw to approve a Development Permit notwithstanding any non-compliance with the regulations of this Bylaw.
- (5) Pursuant to the Act, a Development Permit continues in effect, when:
  - (a) on or before the day on which this Bylaw or any Bylaw for the amendment thereof comes into force, a Development Permit has been issued; and
  - (b) the enactment of the Bylaw would render the Development in respect of which the permit was issued a Non-Conforming Use or Non-Conforming Building;
- (6) If a Non-Conforming Building is damaged or destroyed to the extent of more than seventy-five (75%) percent 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 Use of land or the Use of a Building is not affected by a change of Ownership, tenancy, or Occupancy of the land or Building.

## 2.13 POWERS OF VARIANCE

- (1) In addition to the application requirements of **Section 2.7**, when an application for a Development Permit is submitted for a Permitted or Discretionary Use that does not comply with the provisions of this Land Use Bylaw; with respect to District regulations or standards, structure size, or location on the Lot or Parcel; a Property Owner may submit an application for a Variance from the Bylaw requirement to the Development Authority.
- (2) All applications for a Variance permit shall be submitted to the Development Authority in writing, on the application form provided by the Municipality, which must be fully completed and signed by the applicant and registered Owner(s).
- (3) A fee as established by Council shall accompany each application for a Variance permit. This fee may vary dependent on whether the Development Permit application in connection to a Variance request has followed an enforcement action pursuant to **Section 1.13** of this Bylaw.
- (4) Variance Request Approvals.
  - (a) Minor Variances may be approved at the discretion of the Development Authority.
  - (b) The Development Authority, at its sole discretion, may refer to Council for approval requests for Major Variances.
  - (c) Major Variances may require a circulation of the application to adjacent Property Owners.
  - (d) Any Variance request that will require an amendment to the Land Use Bylaw is subject to approval by County Council.
- (5) Development Permit applications with Variances are evaluated and considered on a case-by-case basis. A request for a Variance does not guarantee its approval in whole or in part.
- (6) The Development Authority may permit a Variance of less than ten percent (10%) to the Lot Coverage, Building Height, and Setbacks for all structures without processing a Variance application.
- (7) The Development Authority may allow a Variance in regards to Lot Coverage, Building Height, Setbacks, Landscaping, and Parking requirements of up to ten percent (10%) without notifying the adjacent/affected landowners.
- (8) The Development Authority must notify the adjacent/affected landowners of any Development Permit application requesting a Variance exceeding ten percent (10%) of the Land Use Bylaw in regards to Lot Coverage, Building Height, Setbacks, Landscaping, and Parking requirements. In addition, provide two (2) weeks for the landowners to submit written comments. If no comments are received in this time, the Development Authority may conclude that there are no objections to the Variance.
- (9) Any Development Permit requiring a Variance to Yard Setbacks, Lot Area, Lot Coverage, Lot Width, Building Height, Landscaping, and parking requirements greater than fifty percent (50%) may be

### 2.13 Powers of Variance

referred for approval by the County Council, at the discretion of the Development Authority. A circulation of the application to adjacent Property Owners, and a public hearing may also be required before a decision can be made.

- (10) The Development Authority may grant a Variance on a Development Permit application, if it can be shown that compliance with the Bylaw is unreasonable and causes undue Hardship. The burden to prove undue Hardship is that of the applicant.
- (11) Before the granting of a Variance, it must be demonstrated that every other option available for compliance has been sought first.
- (12) When Variances are granted, the Variance will be for no more than the minimum adjustment required to resolve the problem. For example, if an applicant is asking for a Setback Variance (which meets all the criteria required by law) of 3 meters (10 ft), and the problem could be corrected by a 1.5 meter (5 ft) Variance, only a 1.5 meter (5 ft) Variance will be granted.
- (13) A Variance shall be considered only in cases of undue Hardship or practical difficulties particular to the character of situation of land or Building, which is not generally common to other lands in the same Land Use District.
- (14) Variances cannot be granted to allow a Use that is not already permitted within the Land Use District nor can a Variance be used to provide relief from a self-induced Hardship or be based solely on economic Hardship.
- (15) The Development Authority cannot vary Use and Density provisions. If a proposed Development does not conform to the Use and Density requirements within the applicable district, then an application for a Variance Request Permit and a Land Use Bylaw amendment will be required prior to Development approval.
- (16) A Variance may only be granted if, in the opinion of the Development Authority:
  - (a) The proposed Variance would not result in a Development that will:
    - (i) unduly interfere with the amenities of the neighbourhood;
    - (ii) materially interfere with or affect the Use, enjoyment or value of neighbouring Parcels of Land; and
    - (iii) the proposed Development conforms with the Use prescribed for that land or Building in this Bylaw.
  - (b) The Building Site has irregular Lot Lines creating an odd shape, is a Substandard Lot, or has Development Constraints that may create difficulties in locating a structure within the required Setbacks, in which case the Development Authority may permit the Development and vary the Setback or average the Setbacks; and/or,
- (17) Variance Request Applications for Minor or Major Variances must be accompanied by the following:



### 2.13 Powers of Variance

- (a) a complete Variance Permit Request application form.
  - (b) a complete Development Permit application, including receipt of applicable fees.
  - (c) the applicable Variance Request Application fee.
  - (d) Variance Permit Request Site plan checklist, including landscape and Parking Areas.
  - (e) Elevation drawings.
  - (f) Any other supporting documents as requested by the Development Authority.
- (18) When considering a Variance the Development Authority shall:
  - (a) not grant a Variance that would infringe the Airport regulations; and
  - (b) have regard to the purpose and intent of the Land Use District and the nature of Developments on adjacent properties.
- (19) The Development Authority shall specify the nature of the decision on a Variance Permit Request application in the Variance Permit approval and the Development Permit approval.
- (20) Any Variance approved is subject to **Sections 2.13(5) and 2.13(6) above.**
- (21) Variance requirements for Signs shall be in accordance with the provisions on **Section 4.21** of this Bylaw – Sign Regulations.

## 2.14 PUBLIC PARTICIPATION REQUIREMENTS

- (1) Applicants for a Development Permit are encouraged to apply suitable methods to ensure that citizens and the parties or organizations that could be affected by a decision on their Development are provided with the opportunity to express their concerns and provide comments. The methods used will vary depending on the specific Development, and may include but are not limited to public notices, comment periods, workshops, charrettes, public hearings, newsletters, surveys and media releases, or any other mechanism for public participation currently provided for in County bylaws or policies and the Municipal Government Act and Regulations, as amended.
- (2) In addition to the application requirements indicated in **Section 2.14(1) above**, each application for Discretionary Use is encouraged to seek public input through appropriate techniques as outlined in County Policy.
- (3) Where, in the opinion of the Development Authority, a proposed Development will have a Significant Impact on surrounding properties, the Development Authority may require the applicant to hold a public open house to inform affected residents and landowners of the proposed Development.
- (4) In addition to the requirements in **Sections 2.14(1), 2.14(2), and 2.14(3) above**, and prior to considering an application complete, when required to do so, the applicant shall provide a written summary, prepared to the Development Authority's satisfaction. The summary shall indicate the type of public participation process utilized and contain copies of all the materials distributed along with any comments received during the process, and how the public input has been incorporated, or not, into the Development proposal and the reasons for it.

## 2.15 REFERRAL OF APPLICATION

- (1) An application for a Development Permit within the County that may, in the opinion of the Development Authority, impact on or is proposed to be located in any Historic Resource Value Site, will require that project details be provided to Alberta Culture and Tourism in a Historic Resources Application submitted through the Online Permitting and Clearance (OPAC) system for approval.
- (2) A permit from Alberta Transportation is required for new or changes to roadside developments within the development control zone, which is:
  - (i) 300 m from a provincial right-of-way
  - (ii) 800 m of the centerline of a highway and public road intersection
- (3) Development proposals may be circulated to adjacent municipalities and/or federal and provincial agencies for comment prior to any consideration for approval. The comments from adjacent municipalities will be carefully considered by the Development Authority; however, the Development Authority will not be bound by the Municipality's comments or recommendations.
- (4) All Subdivision proposals and all Development Permit applications for significant Discretionary Uses within 3.2 km (2.0 miles) of adjacent municipalities shall be referred to the adjacent Municipality for comment prior to a Development Permit being issued or a Subdivision being approved.
- (5) Development Permit applications for Uses within 3.2 km (2.0 miles) of a Confined Feeding Operation may be referred to the County Agricultural Fieldman for comments and for assistance in calculating any necessary Development Setback distance.
- (6) The Development Authority may refer any application for a Development Permit prior to making a decision on the application to any other Person, agency, or organization as deemed necessary or suitable by the Development Authority.
- (7) Subdivision and/or Development proposals and applications may be circulated to adjacent municipalities and/or federal and provincial agencies for comment prior to any consideration for approval. The comments from adjacent municipalities will be carefully considered by the Development Authority; however, the Development Authority will not be bound by the Municipality's comments or recommendations.

## **2.16 TWO OR MORE LAND USE DISTRICTS ON A LOT OR PARCEL**

- (1) Where a Lot or a Parcel of Land contains more than one Land Use District, each Land Use area shall be treated as a separate entity in determining compliance with the provisions of the Land Use District. Where designation does not follow a Property Line, the applicant shall provide the dimensions of each Land Use area on a Site plan.
- (2) Where a Land Use District boundary is uncertain, it shall be located based on the following:
  - (a) the municipal boundaries; or
  - (b) the edge of a Property Line or Parcel boundary; or
  - (c) the edge, shoreline, or high-water mark of a river, lake, or other water body, or a topographic contour line, or a top of bank line. In the event of change in a line, the Land Use District boundary shall continue to align with the edge or shoreline; or
  - (d) the centre line of a Road, Lane, railway, pipeline, power line, utility Right-Of-Way, or Easement.
- (3) Where a Land Use District boundary is shown to be generally parallel to or, as an extension to any of the features listed above, it shall be considered as such.
- (4) Where the Land Use District boundary is in dispute, its location shall be determined by the Development Authority on the basis of the scale of the Land Use Maps.
- (5) Where the Development Authority is unable to determine a Land Use District boundary or overlay boundary by applying the above provisions, they shall fix the boundary in doubt or dispute in a manner otherwise consistent with the provisions of this Bylaw and with the degree of detail as to measurements and directions as circumstances require. The decision of the Development Authority may be appealed to the Subdivision and Development Appeal Board.

## 2.17 USE AND OCCUPANCY PERMIT REQUIREMENTS

- (1) No Development, Building, or Use, in addition to complying with a Development Permit, shall be used or occupied and no change in the existing Occupancy classification of a Building shall be made until a Use and Occupancy Permit has been issued in accordance with the Occupancy or Use stated on the permit application.
- (2) Failure to obtain a Use and Occupancy Permit prior to Occupancy will constitute a contravention of this Land Use Bylaw and may result in penalties being imposed pursuant to **Section 1.13** herein and/or issuance of an order to vacate.
- (3) The landowner, Developer, and/or applicant shall submit a complete application for a Use and Occupancy Permit to the Development Authority.
- (4) To be deemed complete, Use and Occupancy Permit Applications must be accompanied by the following:
  - (a) A copy of a Final Building Inspection Report, issued by a Safety Codes Officer, not more than six (6) months before the date on the permit application.
  - (b) Copies of Permit Services Reports indicating that all disciplines are compliant, issued by a Safety Codes Officer.
  - (c) The Development Authority shall issue an Occupancy Permit on the prescribed form, if satisfied that:
    - (i) The Development has been completed in accordance with the approved plans and Development Permit,
    - (ii) The Development will, subject to such conditions as may be appropriate in the circumstances, be completed in accordance with the approved plans and Development Permit.
- (5) An incomplete Use and Occupancy Permit application shall be deemed to not have been submitted until all required details have been provided to the satisfaction of the Development Authority.
- (6) A Use and Occupancy Permit application shall not be issued until all required inspections are completed and acceptable to the Safety Codes Officers involved.
- (7) After the Safety Codes Officer inspects the Building or structure and finds no violations of the provisions of Alberta Building Code, the Safety Codes Act, and all applicable Provincial and County regulations, upon an application being submitted, the Development Authority should issue a Use and Occupancy Permit within ten (10) working days that contains the following:
  - (a) Development Permit number.
  - (b) address of the structure.

## *2.0 Development: Permits, Rules, and Procedures*

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### *2.17 Use and Occupancy Permit Requirements*

- (c) name and address of the Owner.
  - (d) type of Use and/or Occupancy the permit is issued for.
  - (e) description of that portion of the structure for which the permit is issued.
  - (f) a statement that the described portion of the structure has been inspected for compliance with the requirements of the Alberta Building Code, the Safety Codes Act, and all applicable Provincial and County regulations for the Occupancy and division of Occupancy and the Use for the proposed Occupancy.
  - (g) name of the Safety Codes Officer contained in the Final Building Inspection Report and report number.
  - (h) Land Use Bylaw number and District under which the permit was issued.
  - (i) Use and Occupancy, in accordance with the provisions of the Alberta Building Code, the Safety Codes Act, and the Land Use District contained in the Final Building Inspection Report.
  - (j) type of Construction as defined in Final Building Inspection Report.
  - (k) any special inspections and conditions of the Development Permit.
- (8) The Development Authority shall not issue a Use and Occupancy Permit for any Use or Development on any Lot within any Land Use District until the requirements of this Bylaw pertaining to the Use or Development have been met.

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## PART 3.0

# SUBDIVISION: STANDARDS, RULES, AND PROCEDURES



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## 3.1 GENERAL SUBDIVISION REGULATIONS

- (1) Subdivision approvals must be consistent with the County of Vermilion River Municipal Development Plan (MDP) and this Land Use Bylaw as well as the provisions of any Growth Plans and Statutory Plans that affect the land proposed to be subdivided.
- (2) The Subdivision Authority will not approve subdivisions where Development resulting from Subdivision of land, which affects the land proposed to be subdivided, does not conform to the MDP, Growth Plans, Statutory Plans and the provisions of this Land Use Bylaw.
- (3) Where a Development involves a Subdivision of land, no Development Permit shall be issued until the Development Authority has received written evidence that the necessary Subdivision application has been submitted and has the approval of the Subdivision Authority. The Subdivision Authority of the County shall abide by the requirements of and consider the matters indicated in Sections 652 to 670 of the Act.
- (4) Subdivision approvals must comply with part 17 and 17.1 of the Municipal Government Act and the regulations therein, as applicable.
- (5) Environmental reserve taken at time of Subdivision must remain in its natural state except as permitted in accordance with Part 17, Division 9 of the Municipal Government Act. In some instances, conservation Easements may be considered in place of environmental reserves, as provided for in the Section 22 of the Environmental Enhancement and Protection Act.
- (6) Environmental reserves will be taken according to Section 664 of the Municipal Government Act; either in the form of a Lot (Ownership transferred to the Municipality) or as an environmental reserve Easement (private Ownership is retained). The County may require any Owner or Developer to provide Hazard Land as environmental reserve as part of a Subdivision application.
- (7) Property taxes must be up to date prior to final endorsement of any Subdivision within the County.
- (8) The Developer may be required to provide for Inclusionary Housing in accordance with provincial regulation, where applicable.
- (9) The County shall generally take the full amount (10%) of Municipal Reserves owing as a result of Subdivision, in accordance with provincial legislation and County Policy.
- (10) Subdivisions shall not be approved where access to existing graded and graveled or paved Roads does not exist, or where Construction of Roadway and access to the Site, which are required to meet County standards, is not undertaken by the landowner/Developer.

**Amended by  
Bylaw 20-22**

**Amended by  
Bylaw 20-22**



## 3.2 SUBDIVISION APPLICATIONS DECISIONS

(1) Completeness of Application

- (a) A Subdivision Authority must, within twenty (20) days after the receipt of the application for a Subdivision approval, determine whether the application is complete. This time period may be extended by an agreement in writing between the applicant and the Subdivision Authority.
- (b) If the Subdivision Authority does not make a determination referred to in **Section 3.2(1)(c) below**, within the time required, the application is deemed to be complete.
- (c) A written notice must be issued to the applicant for the following:
  - (i) Acknowledgement that the application is complete.
  - (ii) Acknowledgement that the application is incomplete and request any outstanding documents and information referred to in the notice, which must be submitted by the date set out in the notice or a later date agreed on between the applicant and Development Authority, in order for the application to be considered complete.
  - (iii) Acknowledgment that the application is complete if the Subdivision Authority determines that the information and documents submitted under **Section 3.3** are complete.
  - (iv) Acknowledgement that the application is deemed refused and the reason for refusal, if the application fails to submit all the outstanding information and documents on or before the date referred to in **Section 3.2(1)(a) above**.
- (d) On issuance of acknowledgement under **Section 3.2(1) above**, that the application for Subdivision approval is complete, the Subdivision Authority shall:
  - (i) Give a copy of the application to the Government departments, Persons and local authorities required by the Subdivision and Development regulations, and
  - (ii) Give notice of the application to Owners of the land that is adjacent to the land that is subject of the application.

(2) Conditions of Subdivision

- (a) Development agreements, performance bonds, caveats, Easements, covenants and restrictions agreements, and/or restrictive covenants, as applicable, shall be required as a condition of approval for Subdivision of land within the County.
- (b) The County shall generally take the full amount (10%) of Municipal Reserves owing as a result of Subdivision, in accordance with Provincial legislation and County Policy.

#### *3.2 Subdivision Applications Decisions*

- (c) Where the County wishes to ensure public access to a water body, environmental reserve in the form of a Lot or Parcel or Public Utility Lot will be taken.
- (d) An environmental reserve or Easement of not less than 30 m (98 ft.) in width from the high-water mark of water bodies and/or the top of bank of lakes and rivers shall be required as a condition of Subdivision approval. The Use of Conservation Easements may be considered as an alternative to traditional environmental reserve during the Subdivision process.
- (e) A Private Sewage Inspection will be required, at no cost to the County, prior to endorsement of all Subdivisions within the County where the Site is affected by a private sewage disposal system.
- (f) School Reserves shall be provided at the time of Subdivision in accordance with agreements between the County and the relevant School Divisions.

#### (3) Decisions on Applications

- (a) In making a decision as to whether to approve an application for Subdivision, the Subdivision Authority must consider, with respect to the land that is the subject of the application, the following:
  - (i) the Municipal Government Act;
  - (ii) Regional Plans under the Alberta Land Stewardship Act (ALSA);
  - (iii) the Subdivision and Development Regulation;
  - (iv) the applicable policies in the County's Municipal Development Plan;
  - (v) other statutory plans and bylaws;
  - (vi) its topography;
  - (vii) its soil characteristics;
  - (viii) storm water collection and disposal;
  - (ix) any potential for the flooding, subsidence, or erosion of the land;
  - (x) its accessibility to a Road;
  - (xi) the availability and adequacy of a water supply, sewage disposal system, and solid Waste disposal;
  - (xii) in the case of land not serviced by a licensed water distribution and Wastewater collection system, whether the proposed Subdivision boundaries, Lot sizes and Building Sites comply with the requirements of the Alberta Private Sewage Disposal

### 3.0 Subdivision: Standards, Rules, and Procedures

#### 3.2 Subdivision Applications Decisions

Systems Regulation, as amended or repealed or replaced from time to time, in respect of Lot or Parcel sizes and distances between Property Lines, Buildings, water sources, and private sewage disposal systems;

(xiii) the Use of land in the vicinity of the land that is the subject of the application;

(xiv) any other matters referred to it by the County and relevant Provincial Agencies Authority consider necessary to determine whether the land that is the subject of the application is suitable for the purpose for which the Subdivision is intended; and

(xv) any other matters that it considers necessary to determine whether the land that is the subject of the application is suitable for the purpose for which the Subdivision is intended.

(b) When reviewing applications to redesignate land for Subdivisions, Council shall have regard, among other matters, to **Sections 3.1** and **3.2** of this Bylaw and applicable County Standards.

(c) The written decision of the Subdivision Authority provided under Section 656 of the Act must include the reasons for the decision, including an indication of how the Subdivision Authority has considered:

(i) any submissions made to it by the adjacent landowners, and

(ii) the matters listed in **Sections 3.1** and **3.2**, pursuant to Section 7 of the Subdivision and Development Regulation.

#### (4) Notice of Decision

(a) A decision of a Subdivision Authority must be given in writing to the applicant and to the relevant agencies and organizations, Persons and local authorities to which the Subdivision Authority is required by the Subdivision and Development regulations to give a copy of the application.

(b) A decision of a Subdivision Authority shall be sent by electronic means if:

(i) The applicant has consented to receive documents from the Subdivision Authority by electronic means and has provided an email address, website or other electronic address to the Subdivision Authority for this purpose and

(ii) It is possible to make a copy of the document from the electronic transmission.

(iii) A document sent by electronic means is considered to have been received seven (7) days after it was sent.

(c) A decision of a Subdivision Authority must state:

### *3.0 Subdivision: Standards, Rules, and Procedures*

#### *3.2 Subdivision Applications Decisions*

- (i) whether an appeal lies to a Subdivision and Development Appeal Board or to the Municipal Government Board, and
    - (ii) if an application for Subdivision approval is refused, the reasons for the refusal.
  - (d) If an application for Subdivision approval is refused, the may refuse to accept for consideration, with respect to the same land or part of the same land, a further application for Subdivision approval submitted to it within the 6-month period after the date of the Subdivision Authority's decision to refuse the application.
- (5) Endorsement and Conditions Met
- (a) An applicant for Subdivision approval must submit to the Subdivision Authority the plan of survey or other instrument that effects the Subdivision within one (1) year of either:
    - (i) the date of Subdivision approval;
    - (ii) the date of an appeal board's decision; or
    - (iii) the date the judgment is entered, or the appeal is Discontinued by the Court of Appeal.
  - (b) On being satisfied that a plan of survey or other instrument complies with a Subdivision approval and that any conditions imposed have been met, the Subdivision Authority must endorse the plan or other instrument in accordance with the Subdivision and Development Regulation, as amended.
  - (c) The Subdivision Authority may provide up to a one (1) year time extension to the applicant for Subdivision in order to meet conditions of Subdivision approval to a maximum of three (3) extensions per application.
  - (d) If the plan of survey or other instrument is not submitted within the time prescribed or further authorized by a time extension, the Subdivision approval is void and a new application must be made to the Subdivision Authority.
- (6) Registration
- (a) If the plan of survey or other instrument is not registered in a land titles office within one (1) year after the date on which it is endorsed, the Subdivision approval of the plan or instrument and the endorsement are void and the plan or instrument may not be accepted by a Registrar for registration.
  - (b) The Subdivision Authority may provide a one (1) year time extension to the applicant for Subdivision in order to register the plan or instrument to a maximum of three (3) extensions per application.



### 3.3 SUBDIVISION APPLICATIONS REQUIREMENTS

- (1) All Subdivision applications for lands within the County shall comply with the provisions under this Section.
- (2) All Subdivision applications that will create more than four (4) titles per quarter section, meaning the title for the quarter + 3 new titles, require the approval of a Site Development Plan, or at the request of the Development Authority an Area Structure Plan, prepared by a Registered Professional Planner (RPP) prior to submitting an application for Subdivision to the Subdivision Authority. The Development Authority, at their sole discretion, may require additional supporting information depending on the potential impacts, magnitude, and complexity of the Development proposal.

(a) in preparing a Site Development Plan or Area Structure Plan, the proponent shall consider:

- (i) the impact on adjacent land uses;
- (ii) transportation and access;
- (iii) provision of water and sewer services;
- (iv) storm drainage;
- (v) the provision for municipal reserve;
- (vi) the impact on community services, such as safety & fire protection;
- (vii) the municipal servicing costs associated with the development;
- (viii) landscaping and buffering;
- (ix) risk assessment; and
- (x) any other matters identified by County Policy.

(b) a Site Development Plan or, when required, an Area Structure Plan shall:

- (i) be accompanied by an identification of all municipal costs associated with the proposal;
- (ii) meet all provincial requirements and obtain a development permit from the County prior to construction;
- (iii) be encouraged to locate near or adjacent to provincial highways.
- (iv) not result in any additional costs to the County, unless the County has entered into an agreement to share costs.

**Amended by  
Bylaw 20-22**

**Amended by  
Bylaw 20-22**

### 3.0 Subdivision: Standards, Rules, and Procedures

#### 3.3 Subdivision Applications Requirements

**Amended by  
Bylaw 20-22**

(3)

All industrial developments shall obtain the approvals and permits required by provincial legislation and a development permit from the County.

**Amended by  
Bylaw 20-22**

(4)

Industrial development shall be encouraged to locate on land that is physically suited for the proposed use, considering factors such as soil, drainage, slopes and the availability of necessary services.

**Amended by  
Bylaw 20-22**

(5)

Industrial development shall not be located in areas where the use is likely to subject residences, hospitals, schools, or other sensitive land uses, as defined in the County's Land Use Bylaw, to high levels of noise.

**Amended by  
Bylaw 20-22**

(6)

In consideration of a proposal for commercial or industrial subdivision, a Site Development Plan, or when required an Area Structure Plan, the Subdivision Authority shall consider whether the proposal:

- (a) precisely defines the extent boundaries of the proposal;
- (b) designates suitable building sites;
- (c) ensures the functional integrity of the adjacent roads is maintained through the use of service roads and limited access points;
- (d) defines standards of development consistent with this Land Use Bylaw, including architectural, landscaping, and sign controls;
- (e) identifies methods and facilities for servicing;
- (f) includes groundwater and soil permeability tests; and
- (g) any other matters identified by County Policy.

(7)

All drawings and plans submitted in respect to Development involving a Subdivision of land shall comply with the Drawing Submissions Standards set forth in the County of Vermilion River General Municipal Servicing Standards (County Policy PD-014, Schedule A).

(8)

A Subdivision application may be submitted by:

- (a) the registered Owner of the land to be subdivided; or
- (b) a Person with written authorization to act on behalf of the registered Owner.

(9)

If the proposed Subdivision requires an environmental assessment under the Canadian Environmental Assessment Act, the applicant shall file an environmental assessment in accordance with the Canadian Environmental Assessment Act. A copy of the environmental assessment shall be submitted with the Subdivision application.

(10)

If the proposed Subdivision is required to obtain assessments and/or approvals from relevant federal or provincial agencies and organizations, the applicant shall file and obtain the appropriate

### *3.0 Subdivision: Standards, Rules, and Procedures*

#### *3.3 Subdivision Applications Requirements*

reports and/or approvals with relevant agencies and organizations. A copy of the required reports and/or approvals or licenses shall be submitted with the Subdivision application.

- (11) A map indicating the current Land Use District designation for the Adjacent Lands within 800 m (0.5 mile) of the land proposed to be subdivided shall be submitted with the Subdivision application.
- (12) Information on abandoned oil and gas wells as required by the Subdivision and Development Regulation and Alberta Energy Regulator Directive 079.
  - (a) Abandoned/reclaimed wells will not be allowed in Vacant Lots or Parcels less than 10 ac.
- (13) The tentative plan of Subdivision shall:
  - (a) clearly outline the location, dimensions, and boundaries of the land which the applicant wishes to register in a Land Titles Office;
  - (b) show the location, dimensions and boundaries of:
    - (i) each new title to be created;
    - (ii) the reserve land, if any;
    - (iii) the rights-of-way of each Public Utility; and
    - (iv) other rights-of-way.
  - (c) show the Use, location, and dimensions of existing Buildings on the land that is the subject of the application, if any, and specify whether the Buildings are proposed to be demolished or moved;
  - (d) show the location of any river, stream, watercourse, lake, or other body of water (natural or man-made) that is contained within the bounds of the proposed Parcel of Land;
  - (e) identify the location of any existing or proposed wells, the locations and type of any private sewage disposal systems, and the distance from these to existing or proposed Buildings and Property Lines; and
  - (f) information provided by the Alberta Energy Regulator identifying the location of any active wells, batteries, processing plants or pipelines within the proposed Subdivision;
  - (g) the existing and proposed access to the proposed Parcels and the remainder of the titled area.
- (14) The County may also require an applicant to submit to the Subdivision Authority any or all of the following:
  - (a) a map of the land that is to be subdivided and shows topographic contours at not greater than 1.5 m (4.9 ft) intervals related to the geodetic data;

### *3.0 Subdivision: Standards, Rules, and Procedures*

#### *3.3 Subdivision Applications Requirements*

- (b) if the proposed Subdivision is not to be served by a water distribution system, information supported by the report of a qualified professional, registered in the province of Alberta, respecting the provision, availability, and suitability of potable water on or to the land to be subdivided;
  - (c) an assessment of subsurface characteristics of the land that is to be subdivided including, but not limited to, susceptibility to slumping or subsidence, depth to water table, and suitability for any proposed on-site sewage disposal system, prepared and signed by a qualified professional registered in the Province of Alberta;
  - (d) a storm water management plan, to be prepared at the discretion of the Development Authority, which must be approved by Alberta Environment and Parks including:
    - (i) topography;
    - (ii) location of associated watershed and of the Development in relation to it;
    - (iii) proposed minor drainage system (ditches/pipes/catch basin locations/flow rate);
    - (iv) proposed major drainage systems (direction of surface drainage/flow rate);
    - (v) proposed on-site detention/retention facility (location/size/capacity);
    - (vi) location of outflow/outfall Structures; and
    - (vii) any related modeling and calculation information.
  - (e) if the land that is the subject of an application is located in a potential Flood Plain, a figure showing the 1:100-year Flood Plain or highest and most frequent rain event series relevant to flooding of the land;
  - (f) information supported by the report of a qualified professional, registered in the Province of Alberta, respecting the intended method of providing sewage disposal facilities to each Lot in the proposed Subdivision;
  - (g) information respecting the land surface characteristics of land within 800 m (0.5 mile) of the land proposed to be subdivided;
  - (h) if any portion of the Parcel of Land affected by the proposed Subdivision is situated within 1.5 km (0.93 mile) of a sour gas facility, a map showing the location of the sour gas facility; and
  - (i) an approved Site Development Plan, or at the discretion of the Development Authority an Area Structure Plan, which relates the application to future Subdivision and Development of adjacent areas.
- (15) All proposed titles being created shall not, in the opinion of the Subdivision Authority, prejudice the future efficient Development of the remaining land.

#### *3.3 Subdivision Applications Requirements*

- (16) The Development Authority may require the applicant for a proposed multi-Lot Subdivision to provide the Subdivision Authority a public participation summary pursuant to **Section 2.14** of this Bylaw.

## 3.4 SUBDIVISION BARE LAND CONDOMINIUMS

- (1) A Bare Land Condominium Development Subdivision must comply with the provisions of this Section along with any applicable regulations of this Bylaw, including the regulations of the designated Land Use District, any relevant caveat, Easement, instrument, agreement, or other legal requirement, and any applicable standards, policies, procedures.
- (2) An application for a Bare Land Condominium Subdivision shall comply with **Sections 3.2 and 3.4** of this Bylaw and applicable County Standards.
- (3) The Development Authority, at their sole discretion, may relax some Bylaw standards or regulations, including site coverage and Yard or Setback requirements, beyond the maximum relaxation requirements in this Bylaw where the relaxations only affect internal Bare Land Condominium boundaries and properties. No relaxations to the Land Use District minimum and maximum requirements shall be permitted at the outer boundaries of a Bare Land Condominium Development and/or adjacent to properties not associated with the project.
- (4) Internal Roads that serve Bare Land Condominium Subdivisions are contributed assets and shall meet the County's General Municipal Servicing Standards requirements and must allow for safe and efficient movement of emergency Vehicles.
- (5) Where a Subdivision for Bare Land Condominium Development is proposed, the Developer shall be required to enter into a Development agreement with the County wherein the Developer agrees to be responsible for all the costs associated with the Subdivision and Development.

## 3.5 SUBDIVISION DESIGN STANDARDS

(1) Single-Lot Subdivision Standards

(a) Residential

- (i) Single-Lot Subdivisions for Residential Uses are subject to the policies in the Municipal Development Plan and the provisions of Land Use District designated at time of Subdivision, which shall guide the Subdivision Authority.
- (ii) Single-Lot or Parcel Subdivisions for Country Residential Use, Country Residence, Farmstead, or Farm Residence, at the discretion of the Subdivision Authority, may also include undeveloped lands such as sloughs; bush and even low quality pasture, or land that because of natural topography such as sloughs, ravines, or water bodies, would otherwise be cut off from the remainder of the Parcel. If the Farmland assessment of the land is below 41%, such additions may also increase the size of the vacant Country Residential Parcel beyond the 2.0 ha (5 ac.) to a maximum of 4 ha (10 ac.), subject to the policies in the Municipal Development Plan.
- (iii) In determining, the suitability of an application for single-Lot or Parcel Subdivision for Country Residential Use, Country Residence, Farmstead, or Farm Residence, adequate year-round access by an all-weather Road must be available.
- (iv) Notwithstanding the above-noted criteria, the Development Authority may consider a Development Permit application for Country Residential Use, Country Residence, Farmstead, or Farm Residence on existing registered Lots.
- (v) Clustering, Development, arrangement, location, and orientation of Buildings, Main and Accessory, shall be encouraged and subject to the provisions of this Bylaw, as applicable.
- (vi) Country Residential Subdivisions shall be located in proximity to gas, electrical, and telephone lines, which have existing capacity to sustain the additional usage, wherever possible.
- (vii) Subdivisions shall have direct access to Roads.
- (viii) Approach and/or access to a Country Residential Subdivision shall meet the County's General Municipal Servicing Standards requirements.
- (ix) Where a Subdivision for Country Residential Use is proposed, the Developer may be required to enter into a Development agreement with the County wherein the Developer agrees to be responsible for all the costs associated with the Subdivision and Development.

**Amended by  
Bylaw 20-22**

**Amended by  
Bylaw 20-22**



#### 3.5 Subdivision Design Standards

##### (b) Non-Residential

- (i) Single-Lot Subdivisions for non-Residential Uses are subject to the policies in the Municipal Development Plan and the provisions of Land Use District designated at time of Subdivision, which shall guide the Subdivision Authority.
- (ii) Non-Residential Uses shall be encouraged to locate in designated areas with capacity to accommodate additional Development.
- (iii) Non-Residential Uses shall be encouraged to locate on Lower Capability Agricultural Land, in proximity to paved County Roads or provincial Highways, and in areas with access to existing water and power services, wherever possible.
- (iv) Clustering, Development, arrangement, location, and orientation of Buildings, main and accessory, shall be encouraged and subject to the provisions of this Bylaw, as applicable.
- (v) The County may refer Subdivision applications to the relevant Provincial Agencies Authority as considered necessary to determine whether the land that is the subject of the application is suitable for the purpose for which the Subdivision is intended.
- (vi) Approach and/or access to a non- residential Subdivision shall meet the County's General Municipal Servicing Standards requirements.
- (vii) Where a Subdivision for Non-Residential Use is proposed, the Developer may be required to enter into a Development agreement with the County wherein the Developer agrees to be responsible for all the costs associated with the Subdivision and Development.

##### (2) Multi-Lot Subdivisions

##### (a) Residential

- (i) Multi-Lot Subdivisions for Residential Uses are subject to the policies in the Municipal Development Plan and the provisions of Land Use District designated at time of Subdivision, which shall guide the Subdivision Authority.
- (ii) Multi-Lot Residential Use Subdivisions shall be encouraged to locate in within or adjacent to existing hamlets and existing multi-Lot Development areas that have the capacity to support additional Development.
- (iii) Multi-Lot Residential Use Subdivisions will be required to provide multi-modal trail networks to the satisfaction of the Subdivision Authority at time of Subdivision, as applicable.
- (iv) Multi-Lot Residential Use Subdivisions shall be clustered or grouped to reduce potential Land Use conflicts and minimize servicing costs. To that end, the County

#### 3.5 Subdivision Design Standards

encourages innovative design, such as Low-Impact Development, in the Development of Multi-Lot Country Residential Developments to reduce as much as possible Development costs and minimizing the conversion of agricultural land into non-agricultural Uses.

- (v) Multi-Lot Residential Use Subdivisions shall ensure that necessary public facilities and services to support new Development are available and adequate, based on adopted level of service standards, at the time that the impacts of new Development occur.
  - (vi) Clustering, Development, arrangement, location, and orientation of Buildings, main and accessory, shall be encouraged and subject to the provisions of this Bylaw, as applicable.
  - (vii) Approach and/or access to Multi-Lot Residential Use Subdivisions shall meet the County's General Municipal Servicing Standards requirements.
  - (viii) Multi-Lot Residential Use Subdivisions shall ensure that necessary public facilities and services to support new Development are available and adequate, based on adopted level of service standards, at the time that the impacts of new Development occur.
  - (ix) Where a Subdivision for Multi-Lot Residential Use is proposed, the Developer shall be required to enter into a Development agreement with the County wherein the Developer agrees to be responsible for all the costs associated with the Subdivision and Development.
- (b) Non-Residential
- (i) Multi-Lot Subdivisions for non-Residential Uses are subject to the policies in the Municipal Development Plan and the provisions of Land Use District designated at time of Subdivision, which shall guide the Subdivision Authority.
  - (ii) Multi-Lot Non-Residential Use Subdivisions shall be encouraged to locate within or adjacent to existing multi-Lot Development areas that have the capacity to support additional Development.
  - (iii) Compatible non-residential uses within commercial, rural/agricultural, or Industrial Parks shall be clustered together to reduce potential Land Use conflicts and minimize servicing costs. To that end, the County encourages innovative design in the Development of multi-Lot commercial, rural/agricultural, or Industrial Parks such as Low-Impact Development and eco-parks, or similar as to reduce as much as possible Development costs and minimizing the conversion of agricultural land into non-agricultural Uses.
  - (iv) Clustering, Development, arrangement, location, and orientation of Buildings, main and accessory, shall be encouraged and subject to the provisions of this Bylaw, as applicable.

### *3.0 Subdivision: Standards, Rules, and Procedures*

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#### *3.5 Subdivision Design Standards*

- (v) Approach and/or access to Multi-Lot Non-Residential Use Subdivisions shall meet the County's General Municipal Servicing Standards requirements.
- (vi) Multi-Lot Non-Residential Use Subdivisions shall ensure that necessary public facilities and services to support new Development are available and adequate, based on adopted level of service standards, at the time that the impacts of new Development occur.
- (vii) Where a Subdivision for Multi-Lot Non-Residential Use is proposed, the Developer shall be required to enter into a Development agreement with the County wherein the Developer agrees to be responsible for all the costs associated with the Subdivision and Development.

## 3.6 SUBDIVISION STRATA SPACE PLANS

- (1) An application for a Strata Space Plan Subdivision shall comply with the provisions under **Sections 3.2 and 3.4** of this Bylaw and County Standards, as applicable.
- (2) A Strata Space Plan Subdivision pursuant to Section 86 of the *Land Titles Act*, t, R.S.A. 2000, c. L-4, must comply with the applicable Alberta Building Code (ABC) regulations, as amended; along with any applicable regulations of this Bylaw, including the regulations of the designated Land Use District, any relevant caveat, Easement, instrument, agreement, or other legal requirement, and any applicable standards, policies, procedures.
- (3) The boundaries in a Strata Space Plan must conform to or lie within the boundaries of a single Parcel on a plan of survey registered under the *Land Titles Act*.
- (4) Strata Spaces in a Strata Space Plan of Subdivision shall be designated by means of a strata descriptive plan of survey prepared by professional surveyor registered to practice in the Province of Alberta. Descriptive plans, which may inform the tentative Subdivision plan, are solely for informational purposes; only tentative plans approved by the Subdivision Authority may be registered.
- (5) An application for Subdivision by Strata Plan shall require an approved Site Development Plan, or at the request of the Development Authority an Area Structure Plan, prepared by a Registered Professional Planner (RPP) before the Building code implications of a Development with strata can be considered. The relevant Plan must explain what alternative measures will be put in place to offset any hazards associated with Variances from the Code requirements or implementation of alternative or mitigation measures, as applicable.
- (6) A Strata Space Plan must execute and register, against each of the affected titles, a Shared Easements, Covenants, and Restrictions (SECR) Agreement concurrently with the registration of the final instrument. The SECR Agreement must identify all Building services and systems that are shared among strata Owners, including locations where it is necessary for Occupants to cross over another strata or fee simple Lot in order to reach a public Road or sidewalk. The Subdivision Authority must submit a draft of the SECR to the Development Authority for approval prior to final endorsement of the Plan.
- (7) Secondary or Accessory Dwelling Units cannot be strata Units.
- (8) Where a Subdivision by Strata Plan is proposed, the Developer shall be required to enter into a Development agreement with the County wherein the Developer agrees to be responsible for all the costs associated with the Subdivision and Development.



## PART 4.0

# GENERAL PROVISIONS

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4.1 Applicability

## 4.1 APPLICABILITY

- (1) The provisions under this Part apply to all Land Use Districts except where directed otherwise in this Bylaw.



## 4.2 ACCESSORY AND MAIN BUILDINGS SITING AND SETBACKS IN NON-RESIDENTIAL DISTRICTS REGULATIONS

- (1) The intent and purpose of these regulations is to encourage smart growth and sustainable Development within the County. To preserve and enhance the rural character of the landscape and support the goals and objectives established in the County's plans, policies, and regulations.
- (2) An Accessory Building shall not be used as a Dwelling unless a Development Permit has been issued allowing the Use of the Accessory Building as a Secondary Dwelling or Secondary Suite, and the Secondary Dwelling or Secondary Suite meets the provisions of **Section 4.20** and all other applicable provisions of this Bylaw and the Building meets the requirements of the Alberta Safety Codes Act.
- (3) Use and Occupancy of an Accessory Building shall comply with the provisions of **Section 2.17** of this Bylaw.
- (4) Sea Cans shall comply with the provisions of **Section 5.24** of this Bylaw and all other provisions of this Bylaw. Accessory Buildings shall be located such that the minimum distances shown on **Figure 1** are provided.
- (5) Accessory Buildings shall be located as follows:
  - (a) No closer to the front Property Line than the Main Building.
  - (b) In no case shall an Accessory Building or structure be located within any Setbacks as shown in Figure 1, on an Easement, or a utility Right-Of-Way (ROW).
- (6) The siting of a Development or an Accessory Building on a Lot with Development Constraints, such that the Building cannot feasibly be located in the Rear or Side Yards of the Lot, shall be as required by the Development Authority and may require a request for a Variance subject to the provisions of **Section 2.13** of this Bylaw.
- (7) The siting of a Development or an Accessory Building on an irregularly shaped Lot shall be as required by the Development Authority.
- (8) Commercial, Business, and Industrial Parks' setbacks shall be consistent with an approved Site Development Plan, or at the request of the Development Authority, an Area Structure Plan.

Amended by  
Bylaw 20-22



## 4.2 Accessory and Main Buildings Siting and Setbacks in Non-Residential Districts Regulations

## (9) Development and Accessory Buildings Regulations

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area / Building Coverage	As required under the Designated Land Use District.		<p>Except where the Lot is subject to:</p> <p>(a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</p> <p>a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</p> <p>(b) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</p>
Minimum Front Yard	Shall be no closer than the front line of the Main Building, unless the Lot or Parcel meets the criteria in <b>Section 4.2(6) above.</b>		Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	6 m (20 ft.) from Lot Line.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.
Minimum Rear Yard	7.6 m (25 ft.) from Lot Line.		
Minimum Sight Distance	<p>As required by the established Setbacks shown in</p> <p><b>Table 1. Designated Setbacks from Roadways.</b> or as required by Alberta Transportation Highway Design Guide, Chapter G.4, where applicable.</p>		

## 4.2 Accessory and Main Buildings Siting and Setbacks in Non-Residential Districts Regulations

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
<p>Maximum Height</p> <p>Detached Accessory Buildings</p> <p>Attached Accessory Buildings</p>	<p>Maximum 10.5 m (34.5 ft.) or in accordance with an approved Site Development Plan or Area Structure Plan.</p> <p>Shall not exceed the height of the Main Building, except that a Variance has been granted in connection with a valid Development Permit at the discretion of the Development Authority.</p>		<p>Except for an agricultural structure such as a silo, grain bin, elevator, or where restricted by the Airport Vicinity Area Overlay (<b>Section 7.2.1</b>), or where a Variance is granted, pursuant to <b>Section 2.13</b> of this Bylaw.</p> <p>Where a structure is attached to the Main Building on a Lot or Parcel by a Roof, an open or enclosed structure, a floor, or a foundation it is to be considered a part of the Main Building and is not an Accessory Building, and is subject to the same minimum Yard requirements as the Main Building.</p>
Minimum Shelterbelt and Planting Setback	<p>As required by the established Setbacks shown in Table 1, excluding provincial Highways, which are subject to Alberta Transportation regulations. Setbacks from Roadways must be measured from Right-Of-Way centerline.</p> <p>Notwithstanding any provisions to the contrary in this Bylaw, the designated Setbacks from Roadways in <b>Table 1</b> apply to all Accessory Buildings in all districts, in addition to the Designated District applicable regulations, except that a Variance has been granted at the discretion of the Development Authority in connection with a valid Development Permit.</p>		
Vegetation	<p>All Landscaping, Screening, Buffering, and planting shall meet County Standards and all other provisions of this Bylaw and must be carried out to the satisfaction of the Development Authority. In addition:</p> <p>Landscaping adjacent to structures should incorporate FireSmart Vegetation Management Strategies.</p> <p>Shelterbelts and Buffers should follow Agriculture and Agri-Food Canada Design Guidelines. (See <b>Figure 2</b>. Shelterbelt Setbacks.)</p>		
Application Referral	In accordance with the provisions of <b>Section 2.15</b> of this Bylaw.		
Exceptions	At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, stand pipes, and similar utility structures; and radio and television towers and Antennas, and similar		

## 4.2 Accessory and Main Buildings Siting and Setbacks in Non-Residential Districts Regulations

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			<p>telecommunication structures, and may require a request for a Variance subject to the provisions of <b>Section 2.13</b> of this Bylaw.</p> <p>Radio and television towers and Antennas, and similar telecommunication structures are subject to specific District requirements as established in <b>Section 5.28</b> of this Bylaw.</p> <p>The FireSmart Setback provisions of these regulations may be modified at the discretion of the Development Authority, and may require a request for a Variance subject to the provisions of <b>Section 2.13</b> of this Bylaw.</p> <p>Notwithstanding any regulation in this Section to the contrary, a Fence or hedge may be constructed along a boundary line of a Lot or Parcel or immediately adjacent to a Main Building, subject to the provisions in <b>Section 4.5(12)</b> of this Bylaw.</p>
Non-Conforming Uses			<p>Non-Conforming Use status will apply to those Accessory Buildings, which are already in existence at the time these regulations come into effect and do not meet the requirements established within these regulations, pursuant to <b>Section 2.12</b> of this Bylaw.</p> <p>Non-Conforming Accessory Buildings already in existence, may be allowed to encroach into the Setbacks established within these regulations at the discretion of the Development Authority.</p> <p>Notwithstanding any other provision of this Bylaw to the contrary, Dwellings existing as of the date of the approval of this Bylaw may be entirely restored and/or replaced, whether or not they have been damaged by fire or other incident, and whether or not the landowner/Developer merely wishes to replace the Building.</p>
Restricted Uses			<p>The Development Authority may restrict, or may be subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses adjacent or nearby a Designated Non-Residential District.</p>

4.2 Accessory and Main Buildings Siting and Setbacks in Non-Residential Districts Regulations

Figure 1. Siting and Setbacks in Non-Residential Districts.

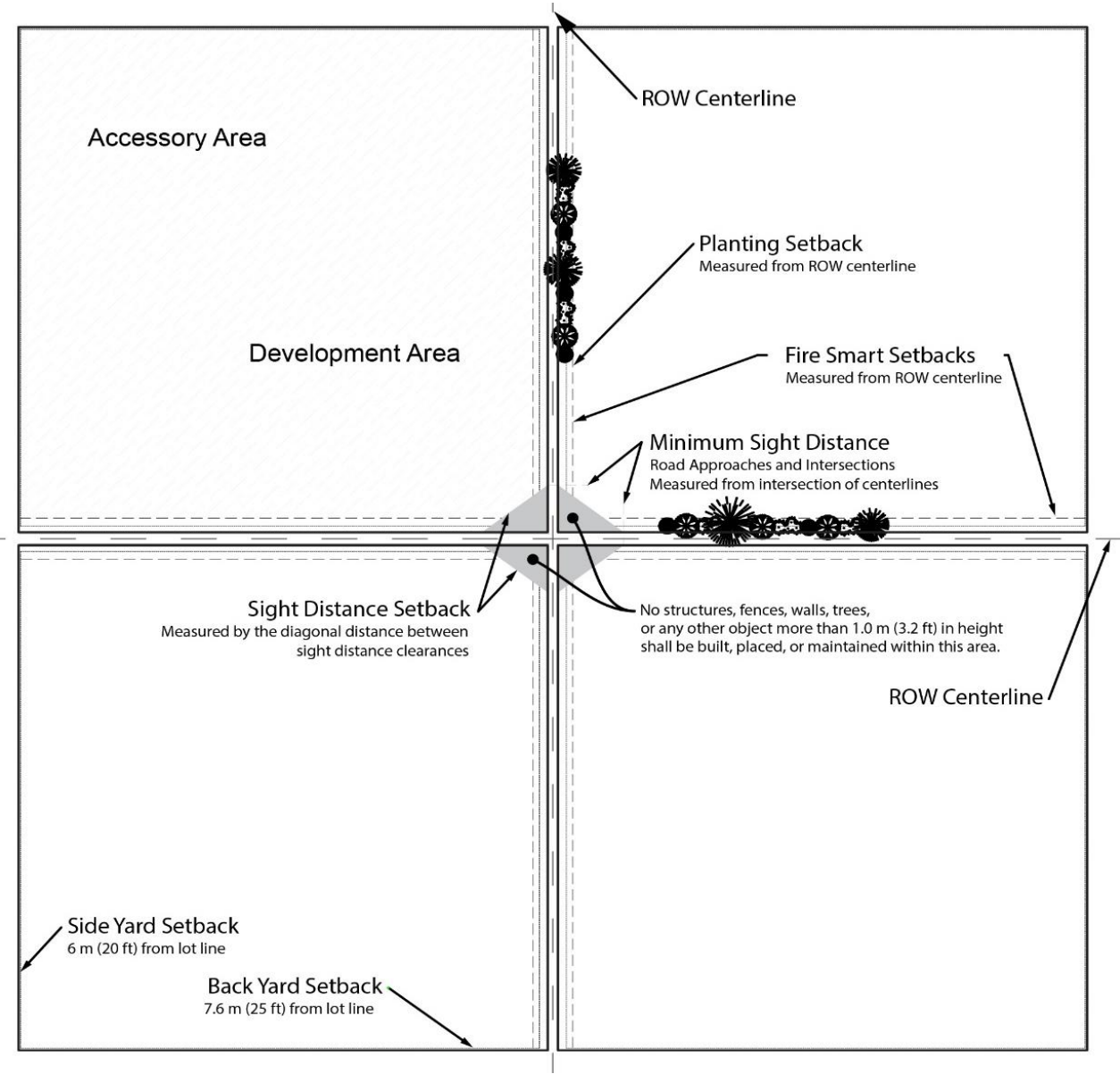


Figure 2. Shelterbelt Setbacks.

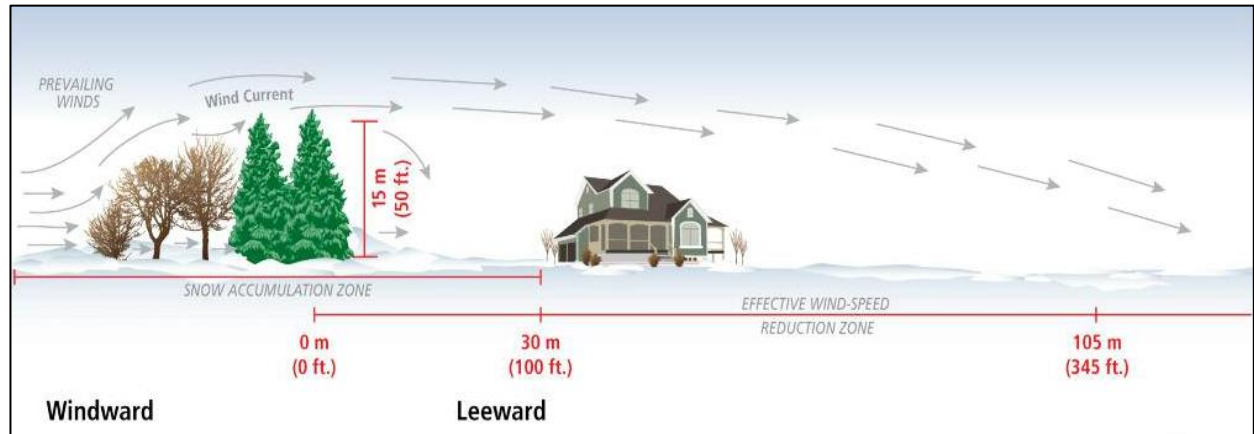


Image: Shelterbelts Design Guidelines for FarmYard, Field, Roadside, Livestock, Wildlife, and Riparian Buffer Plantings on the Prairies © Her Majesty the Queen in Right of Canada, 2010.

## 4.2 Accessory and Main Buildings Siting and Setbacks in Non-Residential Districts Regulations

Table 1. Designated Setbacks from Roadways.

Arterial and Collector Roadways and Highways				
Posted Speed (km/h)	Planned Road ROW (m)	Shelterbelt and Planting Setback* (m)	FireSmart Setback* (m)	Minimum Sight Distance Clearance Road Approaches and Intersections** (m)
40	20	25	40–55	120
50	30	30	45–60	150
60	30	30	45–60	175
80	30	30	45–60	300
100	60	65	80–95	300
Other Roadways				
At the discretion of the Development Authority.				

\* Measured from Right-Of-Way centerline. \*\* Measured from intersection point of Right-Of-Way centerlines.

**Table 1 Footnote:**

ROW: Right-Of-Way

Shelterbelt and Planting Setback: Minimum distance for vegetation Buffers. Should incorporate Prairie Shelterbelt Program Guidelines and Best Management Practices.

FireSmart Setback: Minimum recommended Setback for fire prevention. Should incorporate FireSmart Vegetation Management Strategies.

Sight Distance Clearance: Minimum safety distance clearance for locating Road Approaches at intersections.

Sight Distance Setback: Shall be the resulting diagonal between sight distance clearances at the intersection of Roads, as shown in Figure 1.

### 4.3 ACCESSORY AND MAIN BUILDINGS SITING AND SETBACKS IN RESIDENTIAL DISTRICTS REGULATIONS

- (1) The intent and purpose of the Development regulations is to encourage smart growth and sustainable Development within the County. To preserve and enhance the rural character of the landscape and support the goals and objectives established in the County's plans, policies, and regulations.
- (2) Accessory Buildings include storage Sheds, Garages and Carports, Greenhouses, Sea Cans, or other Similar Uses or Buildings.
- (3) An Accessory Building shall not be used as a Dwelling unless a Development Permit has been issued allowing the Use of the Accessory Building as a Secondary Suite or Secondary Dwelling, and Secondary Dwelling or Secondary Suite meets the provisions of **Section 4.20** and all other applicable provisions of this Bylaw and the Building meets the requirements of the Alberta Safety Codes Act.
- (4) Sea Cans shall comply with the provisions of **Section 5.24** and all applicable District Regulations.
- (5) Accessory Buildings shall be located such that the minimum distances shown on **Figure 3** are provided.
- (6) Accessory Buildings shall be located as follows:
  - (a) No closer to the front Property Line than the Main Building.
  - (b) In no case shall an Accessory Building or structure be located within any Setbacks as shown in **Figure 3**, on an Easement, or a utility Right-Of-Way.
- (7) The siting of a Development or an Accessory Building on a Lot with Development Constraints, such that the Building cannot feasibly be located in the Rear or Side Yards of the Lot, shall be as required by the Development Authority and may require a request for a Variance subject to the provisions of **Section 2.13** of this Bylaw.
- (8) The siting of a Development or an Accessory Building on an irregularly shaped Lot shall be as required by the Development Authority.
- (9) Additional Buildings
  - (a) No additional or accessory Buildings shall be constructed on a Property unless:
    - (i) It is in compliance with the Land Use Bylaw of the County of Vermilion River in force at the time;
    - (ii) the additional or accessory Building is constructed and pre-finished or painted so that the design and Construction compliments and is compatible with the principal Building;

4.3 Accessory and Main Buildings Siting and Setbacks in Residential Districts Regulations

- (iii) the roofline of any additional or accessory Building does not exceed the height of the principal Building;
- (iv) no additional or accessory Building Setbacks exceed those of the principal Building.

No custom, manufactured, or Modular Home of any type or kind shall be placed on a Property unless the custom, manufactured, or Modular Home meets the following requirements:

- (i) Any custom, manufactured, or Modular Home shall meet all CSA and Alberta Building Standards (ABS) standards and requirements, and contain and have affixed CSA and ABS label numbers;
- (ii) Roof types shall be limited to Roofs of a peak design with a suitable material that meets all Alberta Building Code standards and requirements;
- (iii) Dwellings shall be placed on a CSA Z240. 10.I standard foundation, an engineer approved foundation, or a Basement which meets Alberta Safety Codes standards.

(10) Accessory Buildings Development Regulations

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Maximum Lot Coverage Area	As required under the Designated Land Use District.		<p>Except where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Accessory Buildings Size	<p>CR-A, CR-S, and CR-M Districts: Maximum 3,000 square feet.</p> <p>R, R1, R2, and R3 Districts: Maximum 60% of the floor area of the Main Building.</p>		Where there is an approved Site Development Plan or Area Structure Plan, requirements and/or regulations in that Plan will apply.

Amended by  
Bylaw 20-22

4.3 Accessory and Main Buildings Siting and Setbacks in Residential Districts Regulations

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Number of Accessory Buildings	Within Districts other than CR-A limited to: 2 accessory buildings + 1 Garage.		
	Within CR-A District: at the discretion of the Development Authority.		
Minimum Front Yard	Minimum 7.6 m (25ft) from Lot Line as shown in <b>Figure 3</b> .  Maximum shall be no closer than the front line of the Main Building, unless the Lot or Parcel meets the criteria in <b>Section 4.3(7) above</b> .		Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	0.9 m (3 ft.) from Lot Line, provided that overhanging eaves shall not be less than 0.6 m (2 ft.) from any Lot Line, or as provided for within the Designated District.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.
Minimum Rear Yard	1.5 m (5 ft.) from Lot Line, provided that overhanging eaves shall not be less than 0.6 m (2 ft.) from any Lot Line, or as provided for within the Designated District.		
Minimum Sight Distance	6 m (19.6 ft), as shown in Figure 3, or as required by Alberta Transportation Highway Design Guide, where applicable.		



## 4.3 Accessory and Main Buildings Siting and Setbacks in Residential Districts Regulations

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Maximum Height Accessory Buildings	Shall not exceed the height of the Main Building, except that a Variance has been granted in connection with a valid Development Permit at the discretion of the Development Authority.		<p>Except where restricted by the Airport Vicinity Area Overlay (<b>Section 7.2.1</b>), or where a Variance is granted, pursuant to <b>Section 2.13</b> of this Bylaw.</p> <p>Where a structure is attached to the Main Building on a Lot or Parcel by a Roof, an open or enclosed structure, a floor, or a foundation it is to be considered a part of the Main Building and is not an Accessory Building, and is subject to the same minimum Yard requirements as the Main Building.</p>
Secondary Suites	In such cases where it can reasonably be determined by the Development Authority that the additional height will not impact the quality of life or enjoyment of adjacent properties, the height of the Accessory Building containing the Secondary Suite shall not exceed the height of the Main Building.		Secondary Suites are subject to additional applicable provisions under <b>this Section</b> and the provisions under <b>Section 4.20</b> .
Minimum Shelterbelt and Planting Setback	<p>0.9 m (3 ft.) from Lot Line, as shown in <b>Figure 3</b>, excluding provincial Highways, which are subject to Alberta Transportation regulations. Setbacks from Roadways must be measured from Right-Of-Way centerline.</p> <p>Notwithstanding any provisions to the contrary in this Bylaw, the designated Setbacks from Roadways in</p> <p>Table 1 applies to all Accessory Buildings in all Districts, in addition to the applicable regulations in the Designated District, except that a Variance has been granted at the discretion of the Development Authority in connection with a valid Development Permit.</p> <p>Notwithstanding any provisions to the contrary in this Bylaw, the designated Setbacks in <b>Figure 3</b> apply to all Accessory Buildings, along with the applicable regulations for the Designated District, except at the discretion of the Development Authority or where a Variance has been granted in connection with a valid Development Permit.</p>		

## 4.3 Accessory and Main Buildings Siting and Setbacks in Residential Districts Regulations

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Design and Appearance	The exterior treatment of the Accessory Building shall be consistent and complement with that of the Main Building.		
Vegetation	<p>All Landscaping, Screening, Buffering, and planting shall meet County Standards and all other provisions of this Bylaw and must be carried out to the satisfaction of the Development Authority. In addition:</p> <p>(a) Landscaping adjacent to structures should incorporate FireSmart Vegetation Management Strategies.</p> <p>(b) Shelterbelts and Buffers should follow Agriculture and Agri-Food Canada Design Guidelines. (See Figure 2. Shelterbelt Setbacks.)</p>		
Application Referral	In accordance with the provisions of <b>Section 2.15</b> of this Bylaw.		
Exceptions	<p>At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstuffs, chimneys, elevator mechanisms and housings, water tanks, stand pipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures, and may require a request for a Variance subject to the provisions of <b>Section 2.13</b> of this Bylaw.</p> <p>Notwithstanding any regulation in this Section to the contrary, all Garages and Carports shall be located a minimum of 6 m (20 ft.) from any Lot Line where the Garage doors that provide Vehicle access face that Lot Line. The distance from the doors of an attached Garage that provide Vehicle access or the entrance of an attached Carport to the Lot Line shall not be less than the required Yard Setback within the Designated District.</p> <p>Notwithstanding any regulation in this Section to the contrary, a Fence or hedge may be constructed along a boundary line of a Lot or Parcel or immediately adjacent to a Main Building, subject to the provisions in <b>Section 4.5(12)</b> of this Bylaw.</p> <p>Radio and television towers and Antennas, and similar telecommunication structures are subject to specific District requirements as established in <b>Section 5.28</b> of this Bylaw.</p> <p>The FireSmart Setback provisions of these regulations may be modified at the discretion of the Development Authority, and may require a request for a Variance subject to the provisions of <b>Section 2.13</b> of this Bylaw.</p>		
Non-Conforming Uses	Non-Conforming Use status will apply to those Accessory Buildings, which are already in existence at the time these regulations come into effect and do not meet the requirements established within these regulations, pursuant to <b>Section 2.12</b> of this Bylaw.		

4.3 Accessory and Main Buildings Siting and Setbacks in Residential Districts Regulations

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	<p>Non-Conforming Accessory Buildings already in existence, may be allowed to encroach into the Setbacks established within these regulations at the discretion of the Development Authority.</p> <p>Notwithstanding any other provision of this Bylaw to the contrary, Non-Conforming Uses existing as of the date of the approval of this Bylaw may be entirely restored and/or replaced, whether or not they have been damaged by fire or other incident, and whether or not the landowner/Developer merely wishes to replace the Building.</p>		
Restricted Uses	<p>Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to Uses within a Residential District shall not be allowed within a Residential District.</p>		
Swimming Pools	<p>The minimum Front and Side Yards of a swimming pool shall be the same as for the Main Building, and the minimum Rear Yard for a swimming pool shall be 1.5 m (5 ft.).</p> <p>All swimming pools must be enclosed by a non-climbable Fence not less than 1.8 m (5.9 ft.) in height either around the pool area or around the perimeter of the Lot or Parcel and shall include a security gate.</p> <p>All swimming pools shall meet the minimum standards of any applicable Provincial regulations regarding swimming pools.</p> <p>There shall be no mechanical or electrical equipment used, which would interfere with the enjoyment of adjacent properties.</p>		
Temporary Uses	<p>Development Permits for non-permanent structures, including but not limited to portable Garage shelters, may be issued on a temporary basis for a period not to exceed three (3) years.</p>		

4.3 Accessory and Main Buildings Siting and Setbacks in Residential Districts Regulations

Figure 3. Siting and Setbacks in Residential Districts.

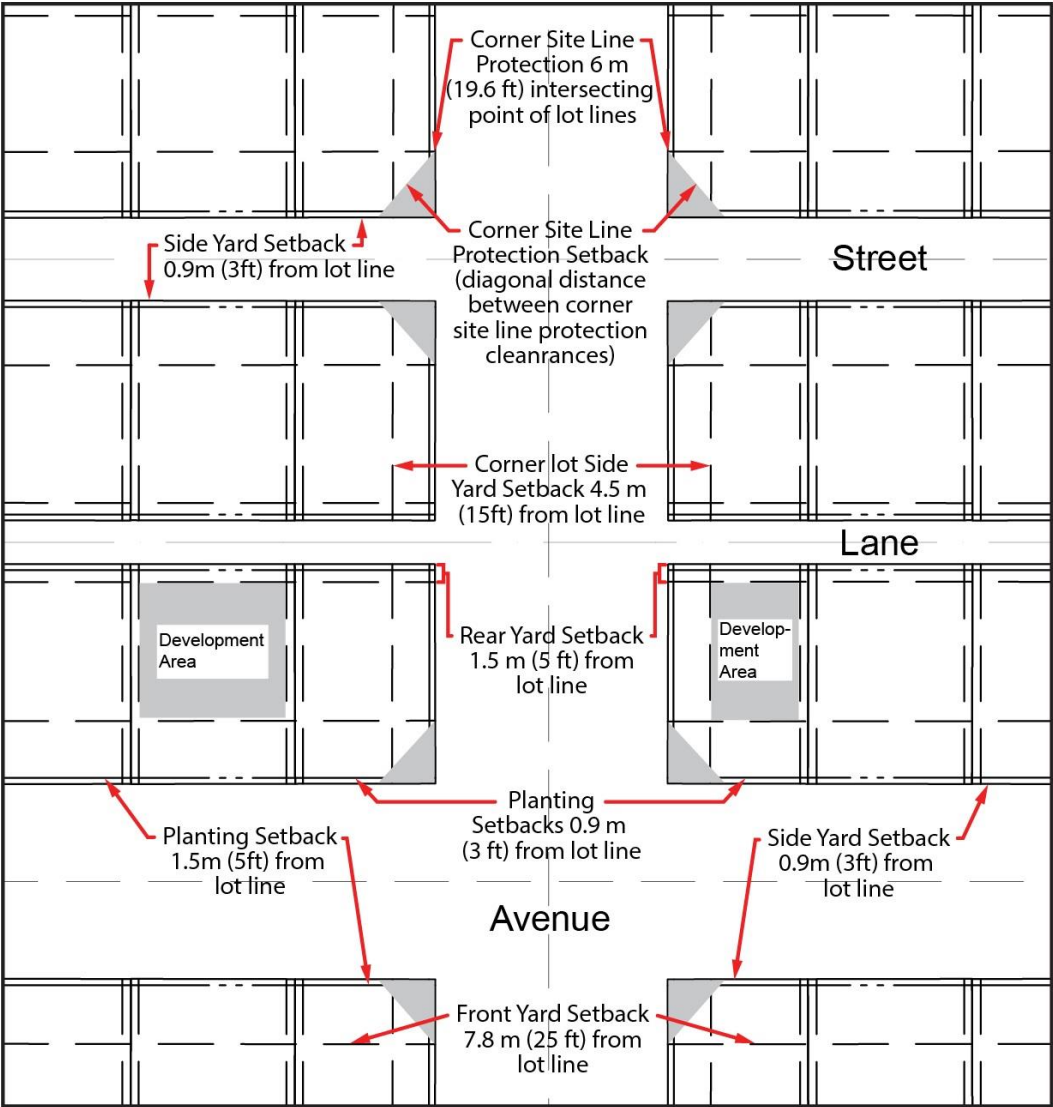
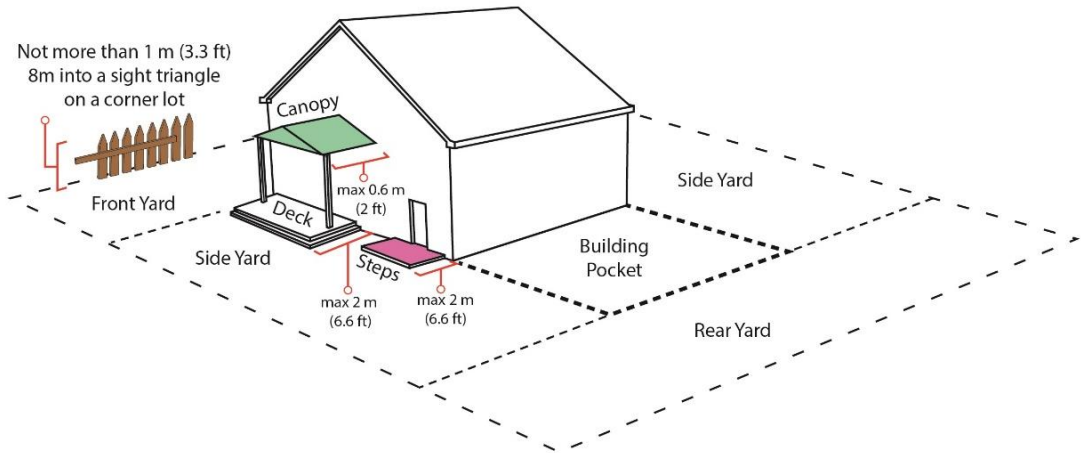


Figure 4. Permitted Encroachments within Side Yards on a Corner Site.



## 4.4 Corner and Double Fronting Lots or Parcels

## 4.4 CORNER AND DOUBLE FRONTING LOTS OR PARCELS

- (1) Within all Districts, the following regulations shall apply:
  - (a) In the case of Double Fronting Lots, the Front Yard shall be that portion of the Lot Abutting the Road on which the Front Yards of adjacent Lots face. If adjacent Lots have Front Yards facing both Roads, Front Yards shall be considered to be on both Roads and the Lot may thus have no Rear Yard.
  - (b) Notwithstanding any other provision of this Bylaw to the contrary, the Development Authority may require that a Development on a Corner Lot or on a Double Fronting Lot provide two minimum required Front Yards, after having regard to the orientation of adjacent Lots and to the location of accesses to the Development.
  - (c) Notwithstanding any other provision of this Bylaw to the contrary, where a second minimum Front Yard is not required on a Corner Lot, the minimum required Side Yard on the side adjacent to the Road shall not be less than the minimum Side Yard for the Designated District.
  - (d) Except as provided in **Section 4.16**, where a second minimum Front Yard is not required on a Corner Lot, no feature, structure, or portion of a Building more than 0.5 m (1.6 ft) in height shall be located or project into a required Yard. **(See Section 4.5)**
- (2) In all Districts, the following regulations shall apply regarding Site line protection on Corner Lots or Parcels:
  - (a) On corner Sites within all Districts, at the intersection of Roads, Lanes, and at intersections of driveways and Roads, no feature, structure, or portion of a Building more than 1.0 m (3.2 ft.) in height shall be erected, placed or maintained within the Corner Site Line Protection areas or its Setbacks, as shown in **Figure 1** and **Figure 3**, as applicable.
  - (b) Notwithstanding any other provision of this Bylaw to the contrary, no Sign shall be located within the Corner Site Line Protection areas or its Setbacks, as shown in
- (3) In all Districts, the following regulations shall apply regarding Lots or Parcels adjacent to a water body:
  - (a) Lots or Parcels of Land adjacent to a water body shall be considered double-fronting Lots or Parcels and are subject to the provisions in this Section, in addition to all other provisions of this Bylaw for the Designated District for each Lot or Parcel.
  - (b) The Front Lot Line for Lots or Parcels of Land adjacent to a water body, whether there is or not Separation by means of an environmental reserve or conservation Buffer or Easement shall be located along the Lot or Parcel Property or boundary line Abutting the main access Road to the subject Lot or Parcel.

### 4.4 Corner and Double Fronting Lots or Parcels

- (c) Location of Accessory Buildings on Lots or Parcels of Land adjacent to a water body shall conform to the regulations established in **Section 4.2** or **Section 4.3** of this Bylaw, subject to the designated Land Use District for each Lot or Parcel.

## 4.5 DESIGN, CHARACTER AND APPEARANCE OF DEVELOPMENTS STANDARDS AND REGULATIONS

- (1) The purpose of this Section is to provide the County with controls to ensure higher quality performance of Site Development, Building, and systems as well as good and compatible design, character, and appearance of Buildings located in Lots and Parcels of Land throughout the County.
- (2) The provisions of this Section apply to the Development of all Buildings within the County of Vermilion River.
- (3) The County will encourage high-quality, sustainable Development in design, Construction, and systems, which incorporate environmental considerations.
- (4) Development proposals within the County shall be designed in a pattern of interconnecting streets, defined by Buildings, street furniture, Landscaping, pedestrian ways and sidewalks, as applicable. The layout should be suited to existing topography and other natural features of the area to minimize cut-and-fill and grading throughout the Site.
- (5) The following design guidelines and architectural controls apply to Development proposals for lands located within County boundaries. The Development Authority, at its sole discretion, may require that design guidelines be registered on the title for each Lot or Parcel through an instrument, such as a restrictive covenant.

(a) Appearance

- (i) The exterior finish on all Buildings shall be of a permanent material and be of a character and quality satisfactory to the Development Authority. In this regard, the siding, shingling, painting, etc. of a Building shall be completed within two (2) years of Development Permit approval.

(a) Building massing and siting

- (i) Building massing and siting should reflect careful consideration of the Lot or Parcel characteristics, relationship, and orientation. Building mass, siting and style may be modified on a case-by-case basis to enhance the streetscape. Setbacks may be adjusted accordingly.
- (ii) There is intent to provide an overall Site composition of sloped Roofs, which allow for an expression of uniqueness for individual residences and the internal functions of each house. Houses within the same street or cul-de-sac are to have a consistency of apparent volume.
- (iii) The siting of Dwelling Units shall reflect the attributes of topography, views, exposures, and the need for privacy. House siting should be examined to ensure proper drainage and compatibility with siting on adjacent Lots or Parcels.

(b) Setbacks and Separation Space

### 4.5 Design, Character and Appearance of Developments Standards and Regulations

- (i) Maximum Setbacks for Front Yards on all other Lots or Parcels may be imposed to ensure compatibility with siting on adjacent Lots or Parcels.

#### (c) Elevations

- (ii) Front elevation and high-visibility rear elevation treatments should avoid large expanses of flat, vertical wall through the use of such architectural elements as trim boards on window frames, arched elements, decorative panels, balconies, bay windows, projections, etc.
- (iii) A maximum of two feet (2) of parged concrete will be permitted on all elevations of the home. Variation in grade and Basement design may require the exterior cladding material be lowered or extended to within 2' of ground level.

#### (d) Grading

- (i) The Development Authority, at its sole discretion, may require that the Applicant or Developer obtain a grading certificate from the County for each Lot or Parcel as a condition of Development or Subdivision.
- (ii) Grade variations should be absorbed within the Building mass, to minimize steeper slopes and contrast between Lots or Parcels.
- (iii) Front entry steps are to be a maximum of three risers per set. Where the grade elevation calls for more than three risers, the run must be split. Exceptions to this requirement may be granted in consideration of the unique design and/or topography.
- (iv) Any gap between the ground level and the floor level of any Development shall be finished with high-quality skirting within 30 days of placement on a Property. All finished materials shall either be parged, factory fabricated, or of equivalent quality and be pre-finished or painted so that the design and Construction compliments and is compatible with the Dwelling;
- (v) All Property shall provide for a maximum of two (2) Off-Street Parking Spaces and shall ensure that sufficient Setbacks are provided for the Parking Area to park Vehicles entirely on Site, without overhanging any Property Lines.

#### (e) Driveways and Garages

- (i) Driveways and front walks are to be one of the following:
  - 1. cast in place concrete, including plain and stamped, or colored concrete;
  - 2. paver stones; or
  - 3. field stones.



### 4.5 Design, Character and Appearance of Developments Standards and Regulations

4. asphalt driveways and sidewalks are not allowed.

5. Garages shall be constructed in a style that complements the house.

6. unless otherwise approved by the Development Authority, Garages are to be located on the Property in conformity with the Land Use Bylaw of the County of Vermilion River.

(f) Colours

(i) exterior colours shall all be in keeping with the image and character of the neighbourhood.

- (6) The Development Authority may consider the following when reviewing Development proposals in all districts:
- (a) the design, character, and appearance of a proposed Building or Building(s) must be compatible with Buildings on the subject Lot or Parcel and other Buildings existing in the vicinity, unless the Building is setting an improved standard of design and character for the Land Use District or a particular location therein.
  - (b) the design of the Building must be consistent with the purpose of the Land Use District in which it is located; and/or
  - (c) the Building shall comply with any provisions of any statutory plan, which sets out specific guidelines as to the design, character, appearance, or Building Materials to be used within a District or area;
- (7) The arrangement, location, and orientation of all Buildings, main and accessory, in all districts shall be as required by the Development Authority.
- (8) The Development Authority shall encourage Buildings to be Sited and constructed following best practices to maximize passive solar energy gain.
- (9) The Subdivision Authority or the Development Authority, where it desires to achieve a higher standard of design and appearance in a specific Site Development Plan, Area Structure Plan, Subdivision, or Development, may require the Developer to provide detailed architectural control guidelines and to register said guidelines in the form of a restrictive covenant (RC) in title for each individual Lot or Parcel as a condition of Subdivision or Development approval in order to ensure ongoing conformance with the established architectural control guidelines.
- (10) Specifically with respect to Non-Residential or Direct Control Districts, other than a Direct Control District within the boundary of an Intermunicipal Development Plan, the Development Authority or Council, as the case may be, may impose conditions in relation to Property appearance if, in the opinion of the Development Authority or Council:

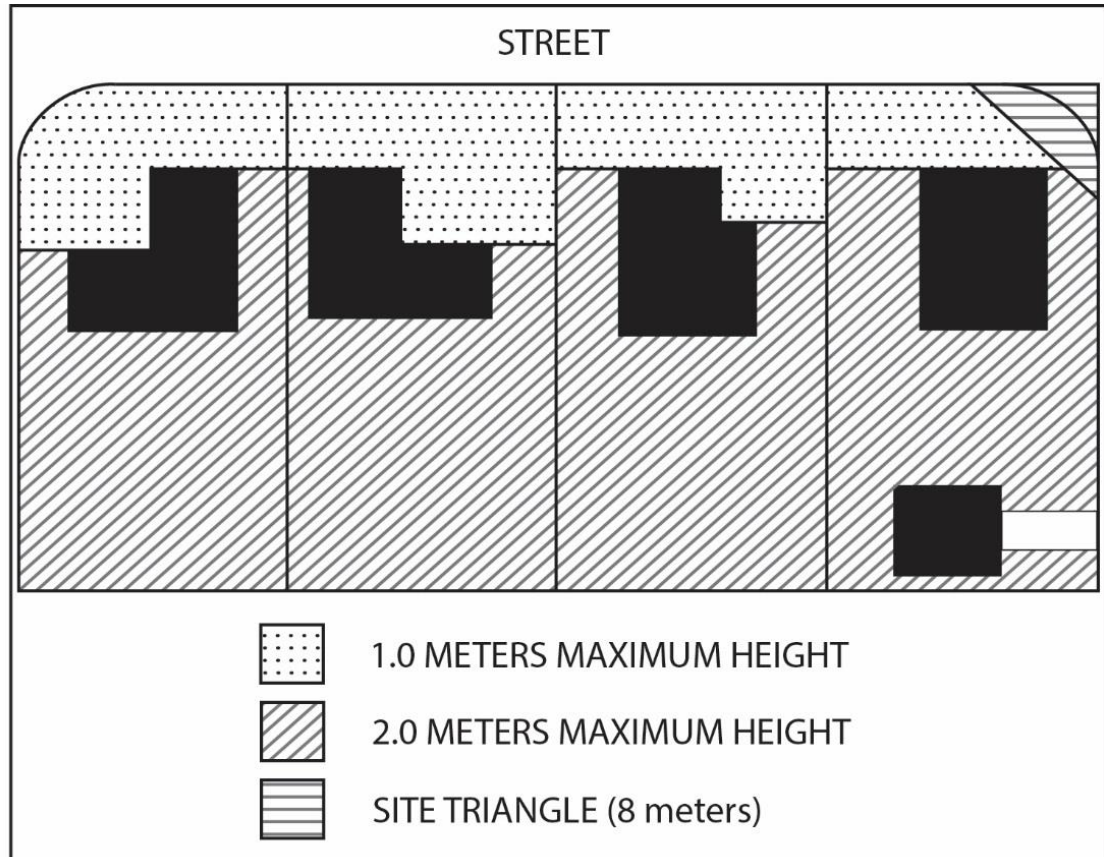
### 4.5 Design, Character and Appearance of Developments Standards and Regulations

- (a) there is a likelihood that the proposed Development will generate undesirable impacts on surrounding Sites, such as poor appearance, excessive noise, light, odours, traffic, litter, or dust; and/or
  - (b) there is a likelihood that undesirable impacts may be generated on the Site, and cause conflicts with other Lots or businesses within or adjacent to the Development.
- (11) In determining the conditions to be imposed pursuant to **Section 4.5(9) above**, the Development Authority or Council, as the case may be, may consider, but will not be limited to considering the following:
  - (a) Additional Separation space may be required between incompatible Uses.
  - (b) Trees, shrubs, opaque Fences, walls, and Berms can be used to Buffer or screen uses having negative impact.
  - (c) Architectural elements such as arches, columns, or gables along with appropriate exterior finishing materials and colours can reduce the perceived mass and impact of rooflines and facades of large Buildings where walls are in excess of 33.0 m (100 ft) in length.
  - (d) Waste collection areas may need to be screened using Berms, Landscaping, or solid fencing or any combination of the foregoing. Similarly, mechanical equipment (including rooftop mechanical equipment) shall be screened from view.
  - (e) Alternative access locations.
  - (f) Applying dust control methods to the subject Property and/or adjacent Roads.
  - (g) Any additional measures that at their discretion are considered relevant to mitigate impacts on adjacent or sensitive Uses in proximity to the proposed Development.
- (12) Fences, Walls, and Hedges
  - (a) Notwithstanding any regulation respecting required Yards to the contrary in this Bylaw, a Fence or hedge may be constructed along a boundary line of a Lot or Parcel, except as established for the Corner Site Line Protection areas or its Setbacks, as shown in **Figure 1** and **Figure 3**, as applicable.
  - (b) No Fence, wall, hedge or any combination thereof located within any Residential District shall be constructed higher than listed below, when measured from the average ground level at 0.3 m (1 ft.) back from the Lot Line, on whichever side of the Fence the ground level is lower than:
    - (i) 2.0 m (6.6 ft.) for the portion of the Fence, wall, or hedge that extends from the foremost portion of the Main Building into the Rear Yard Setback, as depicted in **Figure 5**;

## 4.5 Design, Character and Appearance of Developments Standards and Regulations

- (ii) 1 m (3.3 ft.) for the portion of the Fence, wall, or hedge that extends from the foremost portion of the Main Building into the Front Yard Setback, as depicted in **Figure 5**;
- (iii) 1 m (3.3 ft.) for that portion of the Fence, wall, or hedge that extends into an 8 m (26.25 ft.) sight triangle on a Corner Lot or Parcel with two or more intersecting Roads, as depicted in **Figure 5**.

Figure 5. Fencing Regulations.



- (c) All Apartment or row housing Developments shall provide, to the satisfaction of the Development Authority, a wall, hedge or wooden Fence of not less than 1.22 m (4.0 ft.) nor more than 2.0 m (6.6 ft.) in height, along any side or rear lines adjacent to any Residential Use.
- (d) All Drive-In Businesses, car washing establishments, Service Stations and gas bars shall provide, to the satisfaction of the Development Authority, solid Fences of not less than 1.22 m (4.0 ft.) in height nor more than 2.0 m (6.6 ft.) in height, along any side or rear Property Lines adjacent to any Residential District.
- (e) All other commercial Developments shall provide, to the satisfaction of the Development Authority, a wooden Fence of not more 2.0 m (6.6 ft.) in height along any side or rear lines adjacent to any Residential District.

### 4.5 Design, Character and Appearance of Developments Standards and Regulations

- (f) Neither razor wire nor barbed wire shall be allowed within Residential Districts.
  - (g) Razor wire shall not be used in the Municipality without a Development Permit having been issued to allow its Use.
  - (h) Other than in the Agricultural (A) and Controlled Urban Development (CUD) Districts, barbed wire shall be used as a fencing material only if a Development Permit has been issued to allow its Use.
  - (i) In all Districts outside of the Hamlets, all Fences, walls and hedges, other than game fencing and corrals on Parcels over 32 ha (80 ac.), shall be not less than 15.24 m (50.0 ft.) from the centre line of adjacent Roads.
- (13) Crime Prevention Through Environmental Design
  - (a) During the review of a Development Permit application, the Development Authority may consider the following Crime Prevention Through Environmental Design (CPTED) principles, and make recommendations for the proposed Development:
    - (i) the reduction of concealment opportunities;
    - (ii) the provision of lighting to minimize unlit areas;
    - (iii) the placement of house and/or windows to maximize informal surveillance;
    - (iv) easily-identified street addresses;
    - (v) the placing of Landscaping elements to provide sufficient sightlines;
    - (vi) designing the layout in a manner that encourages safe and accessible pedestrian movement; and
    - (vii) clearly defining entrance and exit routes.
- (14) Dark Skies
  - (a) All exterior lighting and all fixtures shall be shielded and oriented as to direct ALL light below the horizon.
  - (b) All residential, commercial, industrial, recreational, and Institutional users of exterior Night-Time illumination are encouraged to extinguish luminaires when not required.
  - (c) Further to the regulations set out in the Land Use Bylaw, ALL new signage within the County requiring Night-Time illumination shall be illuminated only from the top of the Sign, and only with full cut-off fixtures, oriented such that ALL light will be directed downward and below the horizon.

### 4.5 Design, Character and Appearance of Developments Standards and Regulations

- (d) Illumination of existing non-compliant outdoor signage after approved business hours is prohibited unless the luminaire is retrofitted to be fully shielded and oriented as to direct ALL light below the horizon.
- (e) Curfews
  - (i) all existing sources of exterior illumination, including but not limited to residential, commercial, industrial, recreational, institutional, and signage for the purposes of advertising/entertainment that do NOT comply with pertinent sections of this bylaw shall be turned off by:
    - 1. 11:00 pm between April 1st and September 30th.
    - 2. 9:00 pm between October 1<sup>st</sup> and March 31<sup>st</sup>.
  - (ii) when enforcing **sub-paragraph (i) above**, the Municipality may take into account any practical considerations, including business hours of operation seasonal nighttime differences, and so on.
  - (iii) unless approved business hours surpass the prescribed curfew times, existing signage installed prior to the passing of this Bylaw that is used for advertising/entertainment purposes and that does NOT comply with the above regulation shall be required to extinguish artificial illumination by:
    - 1. 11:00 pm between April 1st and September 30th.
    - 2. 9:00 pm between October 1<sup>st</sup> and March 31<sup>st</sup>.
- (f) The Use of laser light sources for outdoor advertising and/or entertainment purposes is prohibited.
- (g) The operation of searchlights for advertising and/or entertainment purposes is prohibited.
- (h) The Use of drop lens cobra head light fixtures for street lighting purposes is prohibited. Only flat lens streetlight fixtures are permitted.
- (i) No luminaire in a Residential District shall be oriented such that the light it emits trespasses beyond the Property Line on which the luminaire is located.
- (j) Where commercial or industrial properties border residential properties, the amount of light that falls off the Property does not exceed 0.5 foot-candle (lm/ft<sup>2</sup>) at the commercial or industrial Property Line.
- (k) No luminaire that produces glare due to its bulb type, power, and/or orientation, shall be permitted.
- (l) Non-Conforming Luminaires

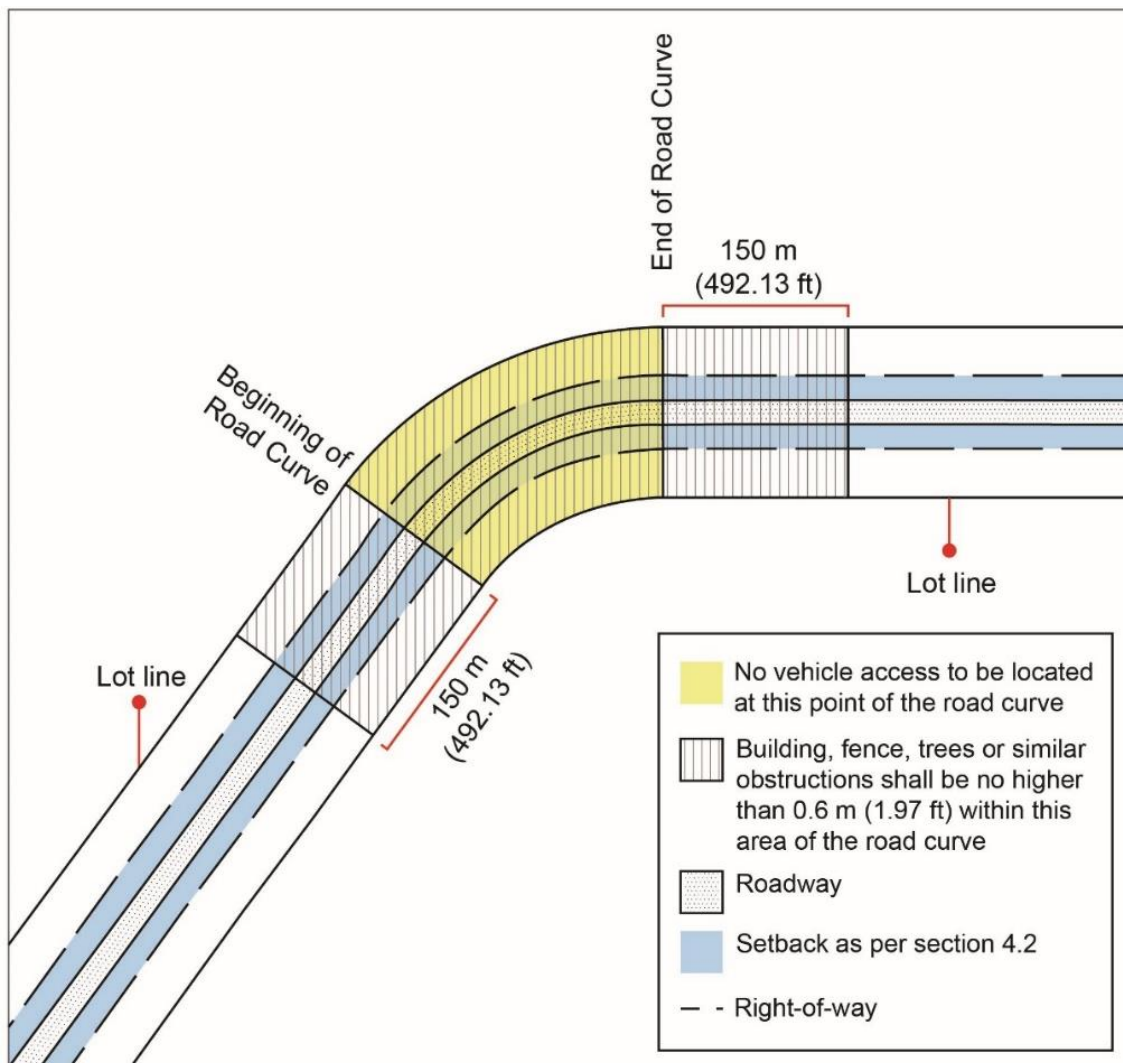
### 4.5 Design, Character and Appearance of Developments Standards and Regulations

- (i) all luminaires and illuminated Signs lawfully in place prior to the date of the adoption of this bylaw shall be grandfathered. Until said luminaries are to be moved, repaired, or replaced for any reason, at that time the grandfathered luminaire shall be required to meet the provisions set out in this bylaw.
- (ii) should grandfathered luminaires currently in place cause glare and/or light trespass, the Owner is to rectify the situation at their earliest convenience. Should the Owner choose not to do so, a remedial order may be issued.
- (iii) the County is committed to developing a program that will provide orientation to Property Owners with retrofitting their existing non-compliant luminaires.

## 4.6 DEVELOPMENT ADJACENT TO ROADWAYS REGULATIONS

- (1) Development Permit applications for lands within 800 m (0.5 mile) of the centerline of a provincial Highway or a provincial Highway and a public Road intersection shall be issued subject to approval by Alberta Transportation, as required pursuant to Provincial legislation and regulation.
  - (a) Site Development Plan or Area Structure Plans applications for lands within 1.6 km (1 mile) of a provincial Highway or a provincial Highway and a public Road intersection are subject to approval by Alberta Transportation, as required pursuant to Provincial legislation and regulation.
- (2) On a Lot or Parcel located at the intersection of County Roadways, no Development shall be permitted within the areas illustrated in **Figure 1** and **Figure 3**, as applicable.
- (3) On a Lot or Parcel located in the inside of a Road curve, no Development shall be permitted within the areas illustrated in Error! Reference source not found..
- (4) Development shall be located so that access or egress to a Roadway is beyond 150 m (492 ft.) of the beginning or end of a Road curve with greater than twenty (20) degrees curvature, as illustrated in **Figure 6**; or, at the intersection of two (2) Roads, such that the minimum distances shown on **Figure 1** and **Table 1**, as applicable, are provided.
- (5) Ingress to or egress from County Roadways shall not be permitted where it would be:
  - (a) less than 150 m (492 ft.) from an existing Approach on the same side of the Road;
  - (b) less than 150 m (492 ft.) from a bridge;
  - (c) less than 150 m (492 ft.) from an at-grade railway crossing;
  - (d) at a point where the gradient of the Road is in excess of three percent (3%), when the existing surveyed Road has been constructed to Collector Road standards; and in the case of an existing surveyed Road not constructed to Collector Road standards, ingress to or egress will be permitted only if Construction to Collector Road standards is expected within two (2) years and the grade will be less than three percent (3%).
  - (e) exceeding the maximum number of ingress/egress points along a County Roadway established in the County Standards for the proposed location.
- (6) The planting of trees adjacent to collector and rural Roads shall be in accordance with the requirements of **Figure 1**, and **Table 1**.
- (7) Where a County Roadway intersects a provincial Highway, Provincial regulations shall apply to Development adjacent to the County Roadway, where it intersects.

Figure 6. Building and Access Setbacks Requirements near Road Curves.



- (8) Notwithstanding any other provision of this Bylaw to the contrary, Permitted or Discretionary Uses for lands adjacent to Roadways such as Gravel Pits and storage-type businesses, or Uses that would normally include extensive Outdoor Storage areas of material and equipment, garbage, and waste material shall screen such areas from adjacent sites and public thoroughfares, excluding lanes..
- (9) Land adjacent to Highways shall not only be developed and maintained in an aesthetically pleasing and safe manner but also Buildings rather than storage areas or Yards shall Occupy the Roadway frontage areas on such land. In addition, the land shall meet the Buffering and Landscaping requirements established in the County Standards and this Bylaw by means of Berming or solid fencing, so as to screen the visibility of the Use from the Roadway.
- (10) To that end, and provided that all other provisions of this Bylaw are satisfied, Developments adjacent to Highways consisting of Buildings and storage areas to the rear, away from the Arterial Road, will generally be acceptable and, subject to the discretion of the Development Authority, may be approved. However, the Development Authority will generally not approve Developments with pits or storage areas adjacent to or visible from Highways.



## 4.7 GENERAL DEVELOPMENT REGULATIONS

- (1) Highway Access
  - (a) In the consideration of any Development proposal for Main or Accessory Uses within any District along transportation network corridors, adequate access to Highways or freeways will be an issue. Any Development approval may be conditional upon the Developer providing or agreeing to being responsible for the provision of whatever access or access improvements Alberta Transportation or the County may require to any Road.
- (2) Reserves
  - (a) Municipal, School, Municipal and School, Environmental, and Conservation reserves shall be taken at time of Subdivision pursuant to County Policy, to accommodate those Uses provided for in Provincial legislation that are compatible with Adjacent Land Uses.
- (3) Restricted Uses
  - (a) The Development Authority may restrict, or may subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses adjacent or nearby a Designated Non-Residential District.
  - (b) No fur-bearing animals, fowl, or Livestock other than Domestic Pets and horses other than as provided for in the Designated District may be kept on a Lot or Parcel within a Residential District, unless a Permit for a Home Occupation consistent with the provisions of this Bylaw has been issued.
- (4) Approvals
  - (a) Approval of Development within some District may be required by Provincial Regulation and, if that is the case, issuance of such permit will be a requirement for any Development Permit issued in this District.
- (5) Sensitive Uses
  - (a) Notwithstanding any other provision of this Bylaw to the contrary, no Dwelling, nor any institutional, public or health service Use, nor any other Use which includes human habitation, either on a temporary or a permanent basis, shall be allowed within 800 m (2625 ft.) of any Landfill, Composting, and Waste (LC-W) District.
  - (b) The Development Authority may require the submission of a storm water management plan acceptable to the County prior to considering any approval of any Development.
    - (i) The Development Authority may require as a condition of the approval of any Development that the Developer provide or agree to being responsible for the provision of whatever storm water management facilities the storm water management plan may recommend.
- (6) The distances in **Table 2** between Industrial Uses and Sensitive Land Uses shall apply.

## 4.7 General Development Regulations

Table 2. Industrial Uses Separation

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CATEGORY	EFFECTS	SCALE	PROCESS	INTENSITY	SEPARATION
Industrial, Light	<b>Noise:</b> Sound not audible off Property  <b>Dust and/or Odour:</b> Infrequent and not intense  <b>Vibration:</b> No ground borne vibration on plant Property	No outside storage  Small scale plant or scale is irrelevant in relation to all other criteria for this Category	Self-contained plant or Building that produces and / or stores a packaged product.  Low probability of fugitive emissions.	Daytime operations only.  Infrequent movement of products and/or heavy Trucks	Minimum 20 m (66 ft)
Industrial, Medium	<b>Noise:</b> Sound occasionally audible off Property  <b>Dust and/or Odour:</b> Frequent and occasionally intense  <b>Vibration:</b> Possible ground-borne vibration, but cannot be perceived off Property	Outside storage may be permitted  Medium level of production allowed	Open process  Periodic outputs of minor annoyance  Low probability of fugitive emissions	Shift operations permitted.  Frequent movement of products and/or heavy Trucks with the majority of movements during daytime hours	Minimum 70 m (230 ft)
Industrial, Heavy	<b>Noise:</b> sound frequently audible off Property  <b>Dust and/or Odour:</b> Persistent and/or intense  <b>Vibration:</b> Ground-borne vibration can frequently be perceived off Property	Outside storage of raw and finished products  Large production levels	Open process  Frequent outputs of major annoyance  High probability of fugitive emissions	Continuous movement of products and employees.  Daily shift operations permitted	Minimum 300 m (984 ft)

4.7 General Development Regulations

- (7) Exceptions
- (a) Notwithstanding any other provision of this Bylaw to the contrary, Dwellings within non-residential Districts existing as of the date of the approval of this Bylaw may be entirely restored and/or replaced, whether or not they have been damaged by fire or other incident, and whether or not the landowner/Developer merely wishes to replace the Building.
  - (b) Notwithstanding any other provision of this Bylaw to the contrary, no more than 3 Lots for Residential Uses may be allowed on that portion of NW 17-50-2-W4 lying to the south of Highway #16.
  - (c) At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstuffs, chimneys, elevator mechanisms and housings, water tanks, stand pipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.
- (8) Residential Development
- (a) Multi-Lot Development for Country Residential Use shall be prohibited:
    - (i) on Sites where adequate year-round access is not available by either a paved or graveled all-weather Road that meets County Standards.
    - (ii) on Sites where necessary services are not provided. Services are to be provided at the sole expense of the Developer.
    - (iii) within 30.5 m (100.0 ft.) of a lake, the North Saskatchewan River, or the Battle River. If the Developer disputes the required Setback, the Developer shall provide the Development Authority with a biophysical study, which indicates that an alternative Setback area is appropriate for the subject Site. The Development Authority will then carefully consider the additional information and make a determination regarding the most appropriate Setback area for the Site.
  - (a) In all Residential Districts, residential Development shall not be allowed on land having significant Development Constraints. The following list of Development criteria shall be used in determining the suitability of land for seasonal and permanent residential Development:
    - (i) groundwater of sufficient quantity and quality shall be available to support the proposed Development. No Development shall be permitted in areas where, in the opinion of the Development Authority, reserves of potable water are inadequate.
    - (ii) Development shall be prohibited on slopes in excess of 15%, unless a geotechnical report providing assurance of slope stability that was prepared by an engineer registered to practice in the province of Alberta is submitted.

4.7 General Development Regulations

All Development shall be located on Lots or Parcels large enough to support on-site water supply and sewage disposal systems. All Development shall be required to install sewage disposal systems, which have been approved by the authority having jurisdiction.

Any proposed facilities, such as change houses, sewage disposal, Garbage disposal, and on-site water supply, shall be required to have approval from authorities having jurisdiction, and shall be sufficient size and quality to handle anticipated Use.

The clearing of vegetation shall be minimized and occur only after obtaining a Development Permit.

Any Person who proposes to alter the bed or shoreline of a lake must first receive appropriate approvals from provincial authorities. Under provincial law, most Development on the bed or shoreline of a lake (up to the high-water mark) is required to obtain a License of Occupation from provincial authorities prior to Construction. Improvements not requiring a license include minor bank stabilization, erection of a small, removable, seasonal, domestic pier, or placement of a removable boatlift on the lakebed during the summer months. Shoreline alterations involving such things as depositing soil materials within the high-water level of a lake will generally not be permitted.

Further information may be obtained from appropriate provincial government agencies.

Where there is an approved Site Development Plan or Area Structure Plan, requirements and/or regulations in that Plan will apply.

(9) Recreational Development

(a) Recreational Development shall be required to:

- (i) Maintain an Open Space Buffer of sufficient size and composition to act as a visual and noise barrier from adjacent Uses which may be incompatible; and
- (ii) Install, when necessary, adequate on-site water supply and sewage disposal systems which have been approved by the authority having jurisdiction.

(10) Additional Information

(a) The relevant Authority may require that any proposal for subdivision or development within a Regional Planning Area be accompanied by additional supportive information, prepared by a registered or licensed professional, in order to assess the conformity of a proposed subdivision or development with the appropriate plan before consideration of the subdivision or development shall commence. Further, if a subdivision or development is approved after such supportive information is provided, the relevant Authority shall require that any recommendations of the supportive information be implemented by the landowner/developer and registered against the title of the subject lands, in order to inform future landowners of the engineering requirements for development. Such information may include:

- (i) either, or both, a flood susceptibility analysis or a bank stability analysis prepared by a registered engineer that assess the suitability of the subject site and the proposed development from the points of view of flood susceptibility and/or bank stability.

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### 4.7 General Development Regulations

- (ii) a Real Property Report, or other documentation indicating the exact location of all structures on the property (prepared within the last five (5) years, in a form that is acceptable to the Development Authority;
- (iii) a storm water management plan approved by Alberta Environment and Parks, or other appropriate authority;
- (iv) a certified geotechnical report prepared, stamped and signed by a qualified professional registered in the Province of Alberta in potentially hazardous or unstable areas;
- (v) a certified biophysical assessment prepared, stamped and signed by a professional registered in the Province of Alberta, on the impacts of the proposed development on wildlife habitat or natural environments;
- (vi) a reclamation plan for aggregate extraction or site grading and excavation;
- (vii) an environmental assessment to determine potential contamination and mitigation;
- (viii) in the case of the placement of an already constructed or partially constructed building on a Lot or Parcel of land, information relating to the age and condition of the building and its compatibility with the Designated District in which it is to be located;
- (ix) for subdivisions adjacent to water bodies and watercourses, an engineering and/or geotechnical study to determine an adequate setback based on soil conditions and slope stability prepared, stamped and signed by a registered professional engineer or hydro-geologist, registered in the Province of Alberta.
- (x) an environmental impact assessment describing a development's potential environmental effects;
- (xi) a cumulative effects assessment prepared, stamped and signed by a professional, registered to practice in the Province of Alberta, describing a development's potential cumulative effects;
- (xii) the identification of all rights-of-way and easements within or abutting the subject property; and/or
- (xiii) any additional information as the relevant Authority deems necessary.

## 4.8 GENERAL SERVICING REQUIREMENTS

- (1) All Development within the County shall be provided, at no cost to the County, with sanitary facilities to the satisfaction of all Provincial legislation or regulations.
- (2) Where any on-site services or improvements, or any off-site local improvements are required to service a proposed Development, a Developer shall not begin the work nor commence the Development until the Development Authority is satisfied that such services or improvements will be undertaken according to the standards and specifications of the County. In order to satisfy the Development Authority, the Developer will be required to enter into a Development agreement with the County as a condition of Development Permit approval.
- (3) A Development Permit shall not be issued for residential, commercial, industrial or recreational Uses unless the Development Authority is satisfied that water supplies of sufficient quality and quantity are or will be made available to support the proposed Development.
  - (a) No Development Permit shall be considered valid for a Development to be serviced by private sewer and water systems until the systems have been approved by the appropriate agency.

All future Development areas must be serviced to the satisfaction of the Development Authority.

- (4) All infrastructure improvement costs associated with the Development will be borne by the proponent of the Development.
- (5) When feasible, the County may support the use of reclaimed water to the maximum extent possible in order to supplement existing surface and ground water supplies to help meet water needs. The primary condition on the use of reclaimed water is protection of public health.
  - (a) Reclaimed water systems will constitute a Variance and shall comply with the requirements in **Section 2.13** of this Bylaw.
    - (i) In order to apply for a Variance, an alternative solution proposal shall demonstrate an equivalent or greater level of performance as required by the most current Provincial Standards adopted or as amended.
- (6) Reclaimed Water Systems shall be designed, constructed, and installed in accordance with the most current Provincial Standards adopted or as amended.

## 4.9 GENERAL SITE DEVELOPMENT CONDITIONS AND BUFFERING REQUIREMENTS

### (1) Grading and Drainage

- (a) At the discretion of the Development Authority, the proponent for a Development may be required to submit a Site drainage plan and/or elevation plan indicating pre- and post-Development flows to ensure that finished grades on the Site prevent drainage from Development to adjacent Sites, except where drainage conforms to a storm water management plan in an approved Site Development Plan or Area Structure Plan.
- (b) At the discretion of the Development Authority a Storm Water Management Plan must be prepared by a qualified storm water management professional and provided to Development Authority at the time of application for Redesignation, Subdivision, or Development.
- (c) If a Storm Water Management Plan is not available for an existing Development, it shall be prepared by a qualified storm water management professional on behalf of the Developer, to the satisfaction of the Development Authority and all relevant provincial and federal approving agencies.
- (d) A Storm Water Management Plan shall include best management practices and may include low impact development strategies and technologies for:
  - (i) retaining storm water on-site on developed lots or within the subdivision, both during and post-construction;
  - (ii) treating storm water prior to discharge into water bodies, watercourses, drainage courses, or riparian lands;
  - (iii) preventing pollution of water bodies, watercourses, or riparian lands;
  - (iv) minimizing or mitigating impacts of storm water runoff on adjacent environmentally sensitive lands and hazardous lands, and which shall be adhered to in all development plans, construction management plans and post-development maintenance plans.
- (e) In addition to general requirements provided in paragraph **4.9(d) above**, a Storm Water Management Plan must include, but is not limited to, the following:
  - (i) a geotechnical investigation to determine soil characteristics and the potential for erosion and bank instability of any receiving water body or watercourse;
  - (ii) hydrogeological investigations to determine the recharge/discharge characteristics of groundwater and general flow patterns;
  - (iii) inventory of existing natural drainage courses, any overland flow routes and other water bodies;

### 4.9 General Site Development Conditions and Buffering Requirements

- (iv) recommendations of best management practices and low impact development initiatives, an implementation plan, and post-development monitoring plan for erosion and sediment control;
    - (v) recommendations and an implementation plan to achieve 25% pervious surfaces in developed areas for each lot and for total subdivision area;
    - (vi) recommendations and an implementation plan of naturescaping component for a minimum 25% of all required landscaped areas post development;
    - (vii) recommendation of most appropriate streetscapes, storm water retention ponds and landscapes to achieve a no-net increase in volume and rate of flow off-site;
    - (viii) recommendations to minimize soil compaction during stripping, grading, servicing and during development; and
    - (ix) post-development maintenance plans, including but not limited to action plans, goals and strategies for monitoring, maintaining and funding storm water management facilities and structures, best management practices and low impact development initiatives for post-development conditions.
  - (f) If any Development is damaged or threatened with damage from flooding from a water body, a river, creek or watercourse, the landowner will be entirely responsible for any damage and for any works necessary for protecting the Development from damage.
  - (g) If any Development is damaged or threatened with damage from erosion or the effects of erosion, or from flooding or the effects of flooding, whether or not a Development Permit has been issued in respect of the Development, the landowner will be entirely responsible for any damage and for any works necessary for protecting the Development from damage.
  - (h) The Development Authority will not approve a Development Permit application for the Development or placement of permanent Buildings within the 1:100-year Floodway of any lake, river, creek, watercourse, or water body.
  - (i) Development shall not be permitted on steep slopes (in excess of 15%), on unstable slopes or land characterized by soil instability, or on lands exhibiting evidence of poor drainage or flooding unless it can be demonstrated to the satisfaction of the Development Authority that unique Site requirements warrant otherwise by providing a geotechnical report prepared by a professional engineer registered in the Province of Alberta.
- (2) Buffering and Setbacks
- (a) Accessory Buildings for non-Residential Uses in residential areas must be screened by a solid or opaque Fence of not less than 1.8 m (6.0 ft.) in height adjacent to residential Property, or otherwise screened by Landscaping or other architectural features, to the satisfaction of the Development Authority.



### 4.9 General Site Development Conditions and Buffering Requirements

- (b) The Development Authority may prescribe Setback and/or Buffering requirements for Uses, which may be physically or visually incompatible with nearby Land Uses.
- (c) At the sole discretion of the Development Authority, Buffering in the form of additional Setback, fencing, Berming, Landscaping or the like shall be required as a condition of any non-residential Development in proximity to Residential Uses.
- (d) The Development Authority, at his sole discretion, shall require provision of Screening for Uses, which involve the Outdoor Storage of goods, machinery, Vehicles, Building Materials, Waste materials, and other similar materials or Uses, as deemed necessary to mitigate potential impacts to adjacent Development or sensitive Uses.
- (e) In considering the approval of an application, the Development Authority may require the retention of trees or additional planting of such type and extent as considered necessary for the purpose of ensuring Buffering, erosion and/or dust control.
- (f) The Development Authority shall determine the location of any shelterbelts.
- (g) No stripping, grading, placing or removal of fill of any kind, whether originating on the site or elsewhere, shall be permitted on or within natural environment features or water resources, or on or within 100 metres of natural environment features and water resources unless authorized or permitted by federal or provincial law.
- (h) Storage of any deleterious substance as defined in the Fisheries Act (Canada) and the Environmental Protection and Enhancement Act or any substance that may cause pollution as defined is prohibited on or within natural environment features or water resources, or on or within 100 m (328 ft.) of natural environment features, or water resources unless authorized or permitted by federal or provincial law.
- (i) No outside storage is permitted on or within natural environment features or water resources, or on or within 100 m (328 ft.) of natural environment features or water resources.

#### 4.9.1 DEVELOPMENT IN RIPARIAN LANDS

- (a) Except for maintenance to buildings and structures listed as Permitted Uses within the Designated District, no new development shall be permitted in riparian lands.
- (b) If development occurs in riparian lands in accordance with the provisions of this Bylaw, the developer shall be required to avoid riparian lands wherever possible, to mitigate the extent of the disturbance on riparian lands when avoidance is not possible, and when avoidance and mitigation are not possible to construct an equivalent riparian facility to replace the riparian land that was destroyed through development. The Development Authority will ensure that the policy of “no net loss” is adhered to for all developments occurring in riparian lands.
- (c) Restrictions on use

4.9 General Site Development Conditions and Buffering Requirements

- (i) Other than uses authorized or permitted by federal or provincial laws, only the following are Permitted Uses in riparian lands:
  - 1. existing uses, buildings, and structures;
  - 2. existing extensive agriculture;
  - 3. existing parks and playgrounds;
  - 4. existing recreational facilities and associated surface parking; areas;
  - 5. existing public and quasi-public utility installations and facilities;
  - 6. existing roads;
  - 7. natural areas; and
  - 8. pathways.

#### 4.9.2 DEVELOPMENT IN WETLANDS

(a) Restrictions on use

- (i) Other than uses authorized or permitted by provincial or federal laws, only the following are Permitted Uses in wetlands:
  - 1. existing uses, buildings, and structures;
  - 2. existing extensive agriculture;
  - 3. existing parks and playgrounds;
  - 4. existing public and quasi-public utility installations and facilities;
  - 5. existing roads and pathways; and
  - 6. natural areas.
- (ii) Except for maintenance to buildings and structures listed as Permitted Uses within the Designated District, no new development shall be permitted in wetlands.
  - 1. Notwithstanding, Development in wetlands may be allowed subject to an Environmental Impact Assessment and approval from Alberta Environment and Parks.
- (iii) If development occurs in a wetland in accordance with the provisions of this Bylaw, the developer shall be required to avoid wetlands wherever possible, to mitigate the extent of the disturbance on wetlands when avoidance is not possible, and when

**4.9 General Site Development Conditions and Buffering Requirements**

avoidance and mitigation are not possible to construct an equivalent wetland facility to replace the wetland that was destroyed through development. The Development Authority will ensure that the policy of “no net loss” is adhered to for all developments occurring in wetlands.

**4.9.3 DEVELOPMENT IN FLOOD RISK & FLOOD FRINGE AREAS**

- (a) No stripping, grading, placing or removal of fill of any kind, whether originating on the site or elsewhere, shall be permitted within 100 m (328 ft.) of flood risk & flood fringe areas.
- (b) Storage of any deleterious substance as defined in the Fisheries Act (Canada) and the Environmental Protection and Enhancement Act or any substance that may cause pollution as defined is prohibited within 60 m (197 ft.) of flood risk & flood fringe areas.
- (c) No development, including but not limited to roads, pathways, or other similar structures and hedging and other similar landscape elements shall be permitted in the flood risk & flood fringe area unless the proposed Development meets the criteria established in an approved Site Development Plan or, at the request of the Development Authority, an Area Structure Plan. The Subdivision Authority may request that an environmental impact assessment and a Flood Risk Management Plan be prepared as a condition of Subdivision.
- (d) No development will be permitted in the flood risk & flood fringe area if it is determined by a hydraulic engineering study that such development will adversely affect the hydraulic efficiency or capacity of the floodway, or adversely affect existing drainage courses in the flood fringe.
- (e) No outside storage is permitted in a flood risk & flood fringe area.
- (f) Restrictions on Use:
  - (i) The following uses are permitted in the floodway:
    1. existing uses, buildings, and structures;
    2. existing extensive agricultural operations;
    3. existing parks and playgrounds;
    4. existing recreational facilities and associated surface parking;
    5. existing public and quasi-public utility installations and facilities;
    6. existing roads and pathways; and
    7. natural areas.

#### 4.9.4 DEVELOPMENT IN SLOPES

- (i) The applicant shall submit a topographic and feature survey of the site as part of an application for Redesignation, Subdivision, or Development of lands that contain slopes greater than 15%. The survey shall include:
  - 1. slope analysis with contour intervals of 1 metre;
  - 2. property lines;
  - 3. easements;
  - 4. water bodies or watercourses;
  - 5. ravines, gullies and coulees ;
  - 6. bedrock outcrops;
  - 7. wildlife and feature trees and shrubs;
  - 8. cliffs; and
  - 9. ridgelines.
- (ii) In areas with slopes over 15%, the Development Authority shall establish top of slope bank and toe of slope area in accordance a geotechnical assessment, completed by a qualified geotechnical professional. This information shall be included and mapped on the plan of Subdivision and Development site plans, which includes:
  - 1. an area between the top of the slope bank and the slope stability line or 15 m, whichever is greater;
  - 2. an area between the toe of the slope and the slope stability line or 15 m, whichever is greater; and
  - 3. areas of geotechnical risk, as identified in the geotechnical assessment completed by a qualified geotechnical professional, which require a suitable setback or suitable treatment prior to development.
- (iii) Except as determined by the Development Authority, no development, except for park benches, storm drainage facilities, swales, connective work required for municipal purposes or remedial or restorative work, shall be permitted within a geotechnical risk area.
- (iv) A geotechnical risk area identifies an area that will require a geotechnical assessment prior to consideration of Redesignation, Subdivision, or Development permit applications for lands within 30 m (98 ft.) of the top of slope bank. A detailed

### 4.9 General Site Development Conditions and Buffering Requirements

geotechnical assessment prepared by a qualified geotechnical professional shall be required in order to:

1. determine slopes in excess of 15% grade. This slope analysis should be provided in increments of 0-5%, greater than 5-10%, greater than 10-15%, greater than 15-20%, and greater than 20%;
2. demonstrate that the entire slope is stable to a factor of safety (FS) of 1.5 or greater ( $FS > 1.5$ );
3. identify subsurface soil conditions;
4. identify the slope stability line;
5. identify mitigative measures; and
6. map the top of slope bank and toe of slope as established by the Development Authority.

(v) The following minimum setbacks shall be established from the top of the slope bank:

1. Development setback of 30 m (98 ft.);
2. Subdivision property line setback of 24 m (79 ft.);
3. a geotechnical investigation, approved by the Development Authority, is required, if the applicant proposes to vary the established Development and property line setbacks, as outlined in **clause 1** and **clause 2 above**;
4. notwithstanding **clause (v) above**, Subdivision property lines and developments, including swimming pools, shall not be located within 15 m (49 ft) of the top of the slope bank.

5. The following minimum setbacks shall be established from the toe of slope:

- a. Development shall be setback 24 m (79 ft.);
- b. Subdivision property lines shall be setback 15 m (49 ft.);
- c. a geotechnical investigation, approved by the Development Authority, is required, if the applicant proposes to vary the established development and property line setbacks, as outlined in item **5 above**.
- d. Where a previous developer has submitted a geotechnical assessment, the Development Authority may require the new developer to submit additional geotechnical assessments based upon technical requirements or site conditions.

## 4.10 Landscaping

**4.10 LANDSCAPING**

- (1) In all Land Use Districts, except for the purpose of and in connection with Agricultural Operations within the Agriculture (A) District, no Person shall commence or continue the removal of topsoil without first obtaining an approved Development Permit.
- (2) Development Permit applications for Landscaping shall be accompanied by a Lot or Parcel grading plan, drainage plan and, if applicable, indicate any existing or proposed retaining wall Construction.
- (3) The Developer shall provide upon Occupancy of the Development, a minimum topsoil coverage of 15.2 cm (6 in.) and the affected area shall be landscaped to meet County Standards, to the satisfaction of the Development Authority.
- (4) In all districts, 90% of all areas of a Parcel not covered by Buildings, parking or vehicular maneuvering areas shall be landscaped to the satisfaction of the Development Authority.
- (5) In the case of car washing establishments, Service Stations and gas bars, Landscaping shall be provided and maintained to the satisfaction of the Development Authority. Solid Fences shall be provided at least 1.5 m (4.9 ft.) in height and no higher than 2.1 m (6.9ft.) adjacent to residential areas.
- (6) In all residential areas, all Off-Street parking shall include a landscaped area. A wall, hedge, or wooden Fence of not less than 1.2 m (3.9 ft.) in height and not more than 2.1 m (6.9 ft.) in height, shall be provided along the side Property Lines and pursuant to the provisions under **Section 4.9**, all to the satisfaction of the Development Authority.
- (7) In any residential Land Use District, acceptable Landscaping for the Front Yard shall include manicured lawns, rock gardens, xeriscapes, vegetable gardens and ornamental plants, or a combination thereof, pursuant to County Standards.
- (8) In any Non-Residential Land Use District, Off-Street parking Lanes shall be landscaped by the planting of trees and/or shrubs in the amount of at least one tree and/or shrub for every 185.8 sq. m (2000 sq. ft.) of Parking Space area. The trees and/or shrubbery shall be of a type and size approved by the Development Authority. Trees/shrubbery required shall be located within the Parking Area in locations where visibility for the safe movement of Persons and traffic is not impaired.
- (9) All required Landscaping and planting must be carried out to the satisfaction of the Development Authority and within 1 year (weather permitting) of Occupancy or commencement of operation of the proposed Development.
- (10) As a condition of a Development Permit, the Development Authority may require that the Developer provide a financial guarantee, in a form acceptable to the County of Vermilion River, up to the value of the estimated cost of the proposed Landscaping/planting to ensure that such Landscaping/planting is carried out with reasonable diligence.

One of the responsibilities of landowners and/or Occupants in the County of Vermilion River, including Hamlets, is the Landscaping of all Boulevards, Buffer strips, utility Lots, walkways, medians, and public service land from the Property Line to the curb.

4.11 Objects Prohibited or Restricted in Yards

## 4.11 OBJECTS PROHIBITED OR RESTRICTED IN YARDS

- (1) No Person shall keep or permit to be kept in any part of any Yard located within a Residential District:
  - (a) any dismantled or wrecked Vehicle for more than fourteen (14) consecutive days;
  - (b) any objects or belongings that, in the opinion of the Development Authority, are unsightly or detrimentally may affect the health, safety, repose, amenities, Use, value, or enjoyment of the surrounding lands, in reasonable proximity to the Property or Premises, or is otherwise detrimental to the surrounding area, or presents an 'unsightly condition' as defined by the Municipal Government Act.
  - (c) any Refuse, Excavation, storage, or piling up of materials resulting from the Development of a Property, other than that reasonably necessary to complete the Development, and when applicable in connection with a valid Development Permit issued under this Bylaw and subject to the conditions outlined therein.
- (2) No surplus Building Materials, Garbage, or Refuse of any kind shall be dumped or stored on any Property except for clay and top soil for the purpose of completing the rough grading and Landscaping of the Property, and when applicable in connection with a valid Development Permit issued under this Bylaw and subject to the conditions outlined therein.
- (3) No Person shall keep or maintain a Recreational Vehicle in a Front Yard except that a Recreational Vehicle may be maintained in a Front Yard on a hard surfaced (concrete, gravel, or asphalt) driveway or concrete pad.
- (4) No Person shall keep or permit to be kept in any part of any Yard in a Residential District any more than one (1) Vehicle, loaded or unloaded, of a gross Vehicle weight in excess of 4,800.0 kg (10,560 lbs) for longer than is reasonably necessary to load or unload the Vehicle.
- (5) Except within CR-A and CR-S Districts, no Person shall keep or permit to be kept in a Yard adjacent to a Dwelling in a Residential District, either:
  - (a) a propane tank that is larger than 68.2 kg (150 lbs.);
  - (b) more than four (4) propane tanks; or
  - (c) any number of propane tanks with a total capacity, which may exceed 68.2 kg (150 lbs.);
  - (d) without first obtaining a Development Permit.
- (6) Notwithstanding **Section 4.11(5) above**, on Lots in a Residential District, which are:
  - (a) greater than 1.2 ha (3 ac.) in area; and
  - (b) where the proponent can prove to the satisfaction of the Development Authority that the location and use of the propane tanks meets acceptable fire code and safety standards;

### 4.11 Objects Prohibited or Restricted in Yards

- (c) the Development Authority may, at its sole discretion, allow more than four (4) propane tanks or any number of propane tanks with a capacity, which may exceed 68.2 kg (150 lbs.) to be located on a Lot.
- (7) Notwithstanding **Section 4.11(5) above**, in Non-Residential Districts, where the applicant for a Development Permit can prove to the satisfaction of the Development Authority that the location and use of the proposed propane tanks meets acceptable fire code and safety standards as well as emergency response requirements, the Development Authority may, at its sole discretion, allow more than four (4) propane tanks or any number of propane tanks with a total capacity, which may exceed 68.2 kg (150 lbs.) to be located either:
  - (a) within an individual Lot; or
  - (b) within each Recreational Vehicle Stall located in an approved Campground, Recreational Vehicle Park, or Recreational Vehicle Campground whether Seasonal or a Work Camp.
- (8) All Development Permit applications to allow more than four (4) propane tanks, or any number of propane tanks with a total capacity, which may exceed 68.2 kg (150 lbs.), to be located within individual Stalls, in approved Campground, Recreational Vehicle Park, or Recreational Vehicle Campground whether Seasonal or a Work Camp, will be required to include an Emergency Response Plan, prepared by the Developer, at no cost to the Municipality. The Emergency Response Plan will be circulated to the Municipality's Fire Department for approval prior to issuance of a Development Permit.
- (9) Development Permits issued for more than four (4) propane tanks or any number of propane tanks with a total capacity, which may exceed 68.2 kg (150 lbs.) will only be granted for a period of one (1) year. If the proponent wishes to extend the Development period, a new Development Permit application must be submitted annually, at least thirty (30) days before the expiration date of the Development Permit for the current period.



4.12 Other Uses within the Agricultural (A) District Regulations

## 4.12 OTHER USES WITHIN THE AGRICULTURAL (A) DISTRICT REGULATIONS

(1) Commercial

(a) A Development Permit for a Commercial Use within the Agricultural (A) District may be issued if, in the opinion of the Development Authority:

- (i) it directly serves the agricultural community; and/or
- (ii) it will not conflict with surrounding Land Uses.

All Site regulations and Development requirements, including any requirement for Buffers, shall meet the regulations of the Designated District and be based upon the type of Use(s) within the Development proposed at the discretion of the Development Authority.

At the time of the Development Permit application, the proponent of a commercial Development shall identify all municipal servicing costs associated with the proposed Development.

(2) Industrial

(a) The Development Authority may request advisory comment from various departments within the Provincial and Federal Government and/or from the Health Authority, when considering an application for the establishment of a Rural Industrial Use or an Industrial Use in the Agricultural (A) District.

All Site regulations and Development requirements, including any requirement for Buffers, shall meet the regulations of the Designated District and be based upon the type of Use(s) within the Development proposed at the discretion of the Development Authority.

A Development Permit for an Industrial Use in the Agricultural (A) District may only be issued if, in the opinion of the Development Authority, the applicant can satisfy the Development Authority with respect to any concerns about:

- (i) the type and level of emissions that may be emitted into the atmosphere by the proposed Development;
- (ii) servicing requirements and provisions for meeting them; and
- (iii) any costs associated with providing new or upgraded municipal services associated with the proposed Development.

(3) Residential

(a) The Development Authority may request advisory comment from various departments within the Provincial and Federal Government and/or from the Health Authority, when considering an application for the establishment of a Discretionary Residential Use in the Agricultural (A) District.

### 4.12 Other Uses within the Agricultural (A) District Regulations

All Site regulations and Development requirements, including any requirement for Buffers, shall meet the regulations of the Designated District and be based upon the type of Use(s) within the Development proposed at the discretion of the Development Authority.

## 4.13 Other Uses in Non-Residential Districts Regulations

## 4.13 OTHER USES IN NON-RESIDENTIAL DISTRICTS REGULATIONS

- (1) In addition to other applicable provisions in this Bylaw, the standards, requirements, and prohibitions contained in this part shall apply to Property and Development located within areas designated as Non-Residential Districts under this Bylaw; including Overlay Districts.
- (2) Residential Parcels and Residential Uses within Non-Residential Districts designated under this Bylaw, are subject to the Standards outlined in **Section 4.13** of this Bylaw.
- (3) Exceptions
  - (a) This Section shall not apply to:
    - (i) any Person performing work of an emergency nature for the preservation or protection of life, health or Property, but the onus shall be on the Person performing the work to show that that the work was of an emergency nature;
    - (ii) any act of Maintenance or repair being carried out by employees or contractors of or on behalf of the County.
    - (iii) any act of emergency Maintenance or repair being carried out by employees or contractors of a private utility;
    - (iv) the operation of emergency equipment for any emergency Vehicle;
    - (v) a Peace Officer engaged in performing his duty;
    - (vi) the use of Motorized Garden Tools in Residential Districts where the tool is used during the Day-Time;
    - (vii) work on a Road, Roadway, or on a Public Utility carried out by the Owner or operator of the Public Utility, or its contractors;
    - (viii) Agricultural Operations within the County; or
    - (ix) any activity within the sole purview of the Government of Canada or the Province of Alberta.

The provisions in this **Section** shall not be interpreted to prevent legitimate work diligently carried out in accordance with a Development Permit issued by the Development Authority such as: commercial, industrial, Construction, demolition, Renovation, Landscaping, clean-up, storage, or other related activities from being carried out on, or in relation to a Property.

- (4) The standards, requirements, and prohibitions contained in this **Section** shall apply to:
  - (a) Non-residential Premises;
  - (b) Vacant Lots;

4.13 Other Uses in Non-Residential Districts Regulations

- (c) Buildings, structures, and improvements; and
  - (d) activities.
- (5) No Person, Partnership, Firm, Company, or Corporation Owner or Occupant of a Property located in a Non-Residential District shall allow a Building, Structure, or Development Owned or occupied by him to become a safety hazard through the presence of Excavations, structures, materials, or any other hazard or condition posing a risk to public safety.
  - (a) No Person, Partnership, Firm, Company, or Corporation Owner or Occupant of a Property located in a Non-Residential District shall allow an Excavation, drain, ditches, or other depression in the ground to become or remain a danger to public safety.
- (6) Every Partnership, Firm, Company, or Corporation Owner or Occupant of a Property shall ensure the following are maintained in Reasonable State of Repair:
  - (a) foundations;
  - (b) Exterior Walls;
  - (c) Roofs, and eaves;
  - (d) windows, including frames, shutters, and awnings;
  - (e) doors, including frames and awnings;
  - (f) steps and sidewalks;
  - (g) Fences;
  - (h) all fixtures, improvements, Renovations, or additions to any Building, Structure, or Development on the Property or Premises, including, but not limited to:
    - (i) exterior stairs;
    - (ii) Parking Areas;
    - (iii) signage;
    - (iv) lighting;
    - (v) docks; or
    - (vi) other similar structures or features.
- (7) Noise
  - (a) In the operation of or carrying on of an industrial or Construction activity, which is adjacent to a Residential District no Person, Owner, Occupant, Firm, Company, or Corporation shall use, operate or allow to be used or operate any tools, machinery, or equipment so as to create noise or a disturbance, which may be heard in a Residential District during those hours designated as Night-Time hours.

4.13 Other Uses in Non-Residential Districts Regulations

- (b) No Liquor or Gambling Establishment shall permit any noise to emanate from the Premises of such Drinking Establishment that disturbs the order and enjoyment of the community outside the Premises of the Drinking Establishment.
- (c) No Person shall load or unload a Truck or Concrete Mixer within one-hundred and fifty (150) meters (492 ft.) of a Residential District during the Night-Time.

Notwithstanding **Subsection (c) above**, a Person may, at any time, unload a Motor Vehicle containing:

- (i) fresh fruit, produce, and perishable merchandise including milk, milk products, and baked goods; or
- (ii) daily or weekly newspapers being delivered.

Nothing in this **Section** shall prevent the continual operation or carrying on of an Industrial Activity where the activity is one which:

- (i) is a Permitted Use; or
- (ii) is an approved Discretionary Use.

In the operation or carrying on of an Industrial Activity, the Person operating or carrying on that activity shall make no more noise than is necessary in the normal method of performing or carrying on that activity.

(8) Fowl, Rabbits, and Racing or Homing or Fancy Pigeons

- (a) Keeping or maintaining fowl, rabbits, racing, homing or fancy pigeons on Property or Premises within a Non-Residential District is subject to the requirements outlined herein, and a Development Permit being issued under the Land Use Bylaw in force at the time.
- (b) No Owner or Occupant of a Property in a Non-Residential District shall, at any given time, keep or maintain more than the number of fowl, rabbits, or racing or homing or fancy pigeons than that approved for in a Development Permit issued.
- (c) No fowl or rabbits shall be kept or maintained within fifteen (15) meters (50 ft.) of any Building Used for Residential Uses, unless it is indicated otherwise on a Development Permit being issued under the Land Use Bylaw in force at the time.
- (d) The Owner or Occupant of a Residential Parcel in a Non-Residential District may bring any chickens in temporarily for the purpose of mob grazing.
- (e) The Owner or Occupant of a Residential Parcel in a Non-Residential District may bring any number of chickens in temporarily on Premises where the fowl, rabbits, or racing, homing, or fancy pigeons are sold in the ordinary and customary course of business, and are not raised, bred, or grown on such Premises.

### 4.13 Other Uses in Non-Residential Districts Regulations

- (9) Beekeeping
  - (a) Keeping or maintaining bees on Property Premises within a Non-Residential District is subject to a Development Permit being issued under the Land Use Bylaw in force at the time and the *Bee Act*.
  - (b) Beekeepers must register with the Provincial Apiculturist in accordance with the *Bee Regulation*.

## 4.14 Other Uses in Residential Districts Regulations

## 4.14 OTHER USES IN RESIDENTIAL DISTRICTS REGULATIONS

### (1) Parking of Commercial or Heavy Vehicles

- (a) No Person shall Park or permit any Commercial Vehicle and/or Heavy Vehicle to be Parked, with or without a Trailer attached thereon, on any Highway, Road, or Roadway.
- (b) Notwithstanding **Subsection (a) above**, a Person may park or permit a Commercial Vehicle and/or Heavy Vehicle to park, with or without a Trailer attached thereon, upon any Highway, Road, or Roadway for the purpose of delivery or pickup of goods, merchandise, or a commodity during the Day-Time.

### (2) Residential/Urban Agriculture

- (a) Provisions under this **Section** shall be in accordance with federal and provincial legislation provisions, where applicable. Should any provision under this **Section** is found to conflict with provisions under federal or provincial legislation, the provisions under highest level of regulation shall apply.

- (b) Urban Agriculture activities within a designated Residential District, where permitted, are subject to a Development Permit being issued under the Land Use Bylaw in force at the time.

#### (c) Horses

- (i) The provisions under this Section do not apply to Lots or Parcels of more than five (5) acres within areas designated as Non-Residential Districts under the Land Use Bylaw in force at the time.
- (ii) Keeping or maintaining horses on Property or Premises is permitted on a Lot or Parcel provided the Lot or Parcel is no less than two (2) acres.
- (iii) Keeping or maintaining horses on Property or Premises on Lots or Parcels within a Designated Residential District shall be in accordance with the provisions in **Section 6.3** of this Bylaw and all Provincial Manure Management Guidelines and Legislation.
- (iv) The Owner or Occupant of a Property in a Country Residential District where horses are permitted under the Land Use Bylaw in force at the time, shall keep them adequately Fenced so as to prevent them from escaping into neighbouring Property or Public Places.
- (v) The Owner, Rider, or Person responsible for any horse that defecates in a Public Place within a Residential District; or upon Property or upon Premises other than that Owned or occupied by the Owner, Rider, or Person responsible for the horse, shall be subject to the provisions under **Section 1.13** of this Bylaw; such action does not constitutes an offence PROVIDED THAT the Owner, Rider, or Person having control of the horse removes the droppings as soon as possible.

Amended By  
Bylaw 21-13

Amended By  
Bylaw 21-13

### 4.14 Other Uses in Residential Districts Regulations

- (vi) No Person shall tether or otherwise leave out any horse for the purpose of depasturing or grazing on a Public Place.

#### (d) Community Gardens

- (i) Keeping or maintaining a Community Garden on Property Premises within a Residential District is the requirements outlined herein and a Development Permit being issued under the Land Use Bylaw in force at the time.
- (ii) On-site sales may be permitted in Residential Districts one day a week subject to a Development Permit being issued.
- (iii) Where a Development Permit has been issued, on-site sales are subject to the following:
  - 1. On-site sales are limited to the sale of unprocessed, non-value-added products grown on Site; and
  - 2. All sales must be conducted in compliance with laws regulating on-site sales of products grown in the Community Garden.
- (iv) The Community Garden Site shall be designed and maintained to effectively handle all drainage on Site.
- (v) A minimum one (1) meter (3.5 ft.), clearly marked entrance path shall be provided from the public right-of-way to the garden.
- (vi) A permanent Sign including, but not limited to, the name and contact information of the Person responsible for the garden shall be posted at the primary entry path adjacent to the public right-of-way. The Sign shall comply with the requirements of the Land Use Bylaw in force at the time.
- (vii) Refuse storage areas shall be provided and screened to enclose all Refuse generated from the garden. Refuse areas shall be located as close as practicable to the center of the Property. Refuse shall be removed from the Site at least once a week.
- (viii) Storage areas for tools, fertilizers, equipment, and other material shall be enclosed and located as close as possible to the center of the Property.
- (ix) The following best practice standards shall be used for garden operations:
  - 1. Composting: May be performed on Site. Composting materials shall only be those materials generated on Site. Composting areas shall be located as close as possible to the center of the Property.
  - 2. Water use: Water rates shall apply to Community Gardens. Mulch shall be applied to exposed soils in planting areas. Soil amendments shall include



### 4.14 Other Uses in Residential Districts Regulations

water retaining matter. Water shall be applied only to the base of plants. All hoses shall be equipped with a trigger nozzle. Watering of plants shall comply with the watering schedule for the community where the Community Garden is located.

- (x) Hours of operation shall be limited to the hours between sunrise and sunset as set forth by the National Research Council Canada.

#### Fowl, Rabbits, and Racing or Homing or Fancy Pigeons

- (i) Keeping or maintaining fowl, rabbits, racing, homing or fancy pigeons on Property or Premises within a Residential District, with or without a Community Garden in accordance with **paragraph (d) above**, is subject to the requirements outlined herein, including **sub-paragraph (iii) below**, and a Development Permit being issued under the Land Use Bylaw in force at the time.
- (ii) No Owner or Occupant of a Property in a Country Residential District shall, at any given time, keep or maintain more than:
  - 1. Twenty-five fowl and rabbits; or
  - 2. 100 pigeons; or
  - 3. Any combination of 1 and 2 above that exceeds 100.
- (iii) No Owner or Occupant of a Property in a Residential District shall keep Fowl that by noise, odour, flies, insects, or vermin causes or is likely to cause a Nuisance or create a danger to public health.
- (iv) No Owner or Occupant of a Property in a Residential District shall keep or allow to be kept or to remain on any Premises any Fowl except in a coop or otherwise confined within the Property.
- (v) All Fowl must have access to a properly constructed aviary or coop covered with a rainproof Roof and provided with a floor of concrete, wood, or earth.
- (vi) All food for fowl, rabbits, or racing, homing, or fancy pigeons shall be stored in containers, which offer protection against rodents.
- (vii) All fowl, rabbit, or racing, homing, or fancy pigeon droppings and food scraps shall be properly disposed of at least once a week or more frequently if, in the opinion of the Designated Officer, it is necessary to prevent an unsanitary condition.
- (viii) Any Person who keeps pigeons shall be is a member in good standing of either the Canadian Racing Pigeon Club or the Canadian Pigeon Fanciers Association and shall have his birds banded with a seamless Club or Association band placed on their leg.

### 4.14 Other Uses in Residential Districts Regulations

- (ix) The Owner or Occupant of a Property in a Country Residential District may bring any number of chickens in temporarily for the purpose of mob grazing.
- (x) Keeping or maintaining chickens on Property or Premises designated Parks and Recreation (PR) within a Residential District, with or without a Community Garden in accordance with **paragraph (d) above** of this bylaw, is subject to a Development Permit being issued under the Land Use Bylaw in force at the time and the following requirements :
  - 1. No rooster shall be permitted on Property or Premises within a Residential District.
  - 2. The number of chickens permitted, and the location of the chicken coop are as follows:
    - a. up to five (5) chickens may be kept on a Premises, provided that the coop is located outside of all required Setbacks as established by the Land Use Bylaw in force at the time;
    - b. up to fifteen (15) chickens may be kept on a Premises, provided that the coop is located outside of all required Setbacks, as established by Land Use Bylaw in force at the time, or 5 meters (15 ft.) from the Property Line, whichever is greater; and
    - c. up to twenty-five (25) chickens may be kept on a Premises, provided that the coop and the enclosure are a minimum of 15 meters (50 ft.) from any structure Used for residential purposes.
  - 3. All chickens shall be housed in coop that is designed to be:
    - a. predator proof;
    - b. thoroughly ventilated;
    - c. watertight;
    - d. easily accessed and cleaned; and
    - e. a minimum of six square feet (6 sq. ft.) of area per chicken.
  - 4. Direct access from the coop to an outdoor enclosure shall be provided with the outdoor enclosure designed to be:
    - a. predator proof;
    - b. easily accessed and cleaned;
    - c. Fenced to contain the chickens; and

4.14 Other Uses in Residential Districts Regulations

- d. a minimum of ten square feet (10 sq. ft.) of ground area per chicken.
- 5. Nothing contained in this section shall be deemed or construed to prohibit the keeping of fowl, rabbits, or racing or homing or fancy pigeons:
  - a. in a coop, box, or run located and kept within a schoolhouse, museum, or zoo for the purpose of study or observation; or
  - b. in a coop, box, or run located and kept within a physician's office or laboratory, for medical research, medical treatment, or scientific purposes.
- (xi) The Owner or Occupant of a Property in a Residential District may sell eggs laid by the chickens permitted under this Section from the residence for which the permit has been issued, provided the permittee complies with all other applicable laws. The sale of such eggs is not considered a Commercial Use or a Home Occupation. Chickens in Residential Districts may not be kept for any type of commercial purposes, including sale or breeding.

Hogs, Pigs, and Swine

- (i) No Person shall bring or maintain any hogs, pigs, or other swine within a Residential District designated under the Land Use Bylaw in force at the time.
- (ii) Micro (Teacup) and potbellied pigs may be permitted in Residential Districts, provided that the animal is appropriately cared for, and that keeping the animal does not pose any environmental concerns or Nuisances in the neighbourhood.
- (iii) No Owner or Occupant of a Property in a Residential District shall, at any given time, keep or maintain more than:
  - 1. Two (2) micro (Teacup) pigs.
  - 2. One (1) potbellied pig.

Goats and Sheep

- (i) Keeping or maintaining goats and sheep on Property Premises within a Residential District, with or without a Community Garden in accordance with **Subsection 4.13(2)(d)**, is subject to a Development Permit being issued under the Land Use Bylaw in force at the time and the requirements outlined herein.
- (ii) The Owner or Occupant of a Property in a Country Residential District may bring any number of goats in temporarily for the purpose of performing brush management.
- (iii) The keeping of miniature goats or sheep on Property Premises within a Residential District, with or without a Community Garden in accordance with **Subsection 4.13(2)(d)** of this bylaw, is subject to a Development Permit being issued under the

### 4.14 Other Uses in Residential Districts Regulations

Land Use Bylaw in force at the time and shall be consistent with the following requirements:

1. Miniature goats are those goats commonly known as Pygmy, Dwarf, and Miniature Goats.
2. All miniature goats shall be dehorned.
3. Male miniature goats shall be neutered.
4. The Owner or Occupant of a Property in a Country Residential District shall keep no more than two (2) miniature goats on the Premises, except that offspring may be kept on Site for up to twelve (12) weeks from birth.
5. Miniature goats shall be housed in a Shed designed to be:
  - a. predator proof;
  - b. thoroughly ventilated;
  - c. easily accessed and cleaned;
  - d. watertight and draft free;
  - e. a minimum of ten (10) square feet of interior space; and
  - f. located outside of all required Setbacks as established by the Land Use Bylaw in force at the time.
6. The Owner or Occupant of a Property in a Country Residential District shall keep no more than two (2) sheep on the Premises, except that offspring may be kept on Site for up to twelve (12) weeks from birth.
7. Direct access from the Shed to an outdoor enclosure shall be provided with the outdoor enclosure designed to be:
  - a. secured with a minimum 1.5 meter (5 ft.) tall Fence;
  - b. a minimum area of thirty seven (37) square meters (400 sq. ft.);
  - c. secured from the outside in a manner that prevents the miniature goats from escaping;
  - d. free of objects that would enable the goats to climb out of the enclosure; and
  - e. easily accessed and cleaned.

4.14 Other Uses in Residential Districts Regulations

8. Goat's or sheep's milk, goat's or sheep's cheese, and other goat or sheep related food products shall be for personal consumption only; sale of such products is prohibited.

Beekeeping

- (i) Keeping or maintaining bees on Property Premises within a Residential District, with or without a Community Garden in accordance with Subsection 9.15.2(a), is subject to a Development Permit being issued under the Land Use Bylaw in force at the time, the requirements outlined herein, and the *Bee Act*.
- (ii) Beekeepers must register with the Provincial Apiculturist in accordance with the *Bee Regulation*.
- (iii) In all areas within the District, any Person keeping bees or permitting bees to be kept on their Premises shall ensure that no Nuisance is caused to other Persons by those bees.
- (iv) The Owner or Occupant of a Property with an apiary located on Premises other than where he resides, shall identify such apiary by a Sign prominently displayed on the entrance side of the apiary stating, in black letters not less than one inch in height on a background of contrasting color, the name of the Owner or Person in possession of the apiary, his address and telephone number, or, if he has no telephone, a statement to that effect.
- (v) An apiary consisting of three or more beehives shall be located no closer than forty (40) meters (131 ft.) from any boundary, roadside, Public Place, or right-of-way.
- (vi) An apiary consisting of two or fewer beehives may be maintained in accordance with the following:
  1. the apiary shall be located outside of all required Setbacks as established by Chapter 13, Article 1 of this Code, or fifteen feet from the Property Line and 20 feet from all public rights-of-way, whichever is greater;
  2. a minimum 1.8 meters (6 ft.) tall barrier shall surround the beehive leaving sufficient space to properly maintain the beehive except that the barrier shall not be required when the beehive is elevated at least eight feet above grade;
  3. the beehive is not visible from the public right-of-way;
  4. the beehive is in a location that is secured from unauthorized access;
  5. the opening of the beehive faces the most distant Property Line;

### 4.14 Other Uses in Residential Districts Regulations

6. the opening of the beehive faces away from entrances and walkways on the Premises to the extent possible while ensuring that the entrance faces the most distant Property Line;
  7. the beehive structure is a pale color; and
  8. the beehive is re-queened at least once every two years.
- (vii) Location of apiaries within a Residential District area of less than two-thousand (2,000) square meters (21,528 sq. ft.) must comply with the following:
1. hives that are shielded by a Fence or suitably dense vegetation not less than 1.8 meters (6 ft.) high may be located no closer than 3 meters (10 ft.) from a sidewalk, trail, or path;
  2. hives that are shielded by a Building, or a Fence or suitably dense vegetation not less than 1.8 meters (6 ft.) high may be located no closer than 10 meters (31 ft.) from a neighbour's principal Building;
  3. a shielding plan shall be provided to ensure that the bees' flight path is made to go a minimum of 1.8 meters (6 ft.) high over the adjacent Property, sidewalk, trail, path, or Road.
- (viii) Location of apiaries within a Residential District area of two-thousand (2,000) square meters (21,528 sq. ft.) or greater may be subject to suitable shielding to cause the bees to fly over a Building, or Fence, or suitably dense vegetation, or a combination thereof, not less than 1.8 meters (6 ft.) high across other Residential Parcel adjacent to the hive Site.

#### (3) Non-Residential Uses

- (a) In all Residential Districts, The Development Authority may request advisory comment from various departments within the Provincial and Federal Government and/or from the Health Authority, when considering an application for the establishment of a non-Residential Use in a Residential District.

All Site regulations and Development requirements, including any requirement for Buffers, shall meet the regulations of the Designated District and be based upon the type of Use(s) within the Development proposed at the discretion of the Development Authority.

Where there is an approved Site Development Plan or Area Structure Plan, requirements and/or regulations in that Plan will apply.

## 4.15 Parking and Loading Regulations

## 4.15 PARKING AND LOADING REGULATIONS

- (1) All Parking Areas shall conform to the minimum parking standards set out in this Section and County Standards.
- (2) Impact Mitigation
  - (a) In all Districts, all Parking Areas shall provide storm water treatment for Parking Lot runoff using bioretention areas, filter strips, and/or other practices that can be integrated into required Landscaping areas and traffic islands.
  - (b) In all Districts, all Parking Areas shall provide adequate Landscaping and Buffering, pursuant to **Sections 4.7, Section 4.9, and Section 4.10** of this Bylaw, to the satisfaction of the Development Authority.
- (3) Access and Approaches
  - (a) In all Districts, vehicular entrances and exits onto Roads shall only be permitted at locations approved by the Development Authority and in conformity with all relevant County specifications or policies. Permits shall be obtained from Alberta Transportation for all Approaches onto Highways.
  - (b) Sight line calculations shall be in accordance with the Roads and Transportation Association of Canada methods for determining crossing sight distances for Roadways.
    - (i) Sight line protection distances and Setbacks shall meet the minimum requirements, as applicable within this Bylaw.
- (4) All Off-Street Parking Areas:
  - (a) shall be designed to the satisfaction of the Development Authority with regard to the dimensions, and layout of parking Stalls and maneuvering aisles taking into consideration the specifications contained in **this Section and Figure 7**; and
  - (b) shall have adequate street access, curbs, and curb cuts (where required) located according to County Standards to the satisfaction of the Development Authority. The use of enclosed drainage curb and gutter systems is discouraged in favor of vegetated swales, where feasible.
  - (c) shall be graded, drained, compacted, and surfaced according to County Standards to the satisfaction of the Development Authority.
  - (d) In all Districts, an Off-Street Parking Space shall be provided in accordance with the minimum requirements of each Use as determined by the Development Authority.
  - (e) In all Districts, dumpsters within multi-lot subdivisions shall be setback 8 meters (25 ft) from the curb and screened in accordance with the provisions of Section 4.9(2)(d).

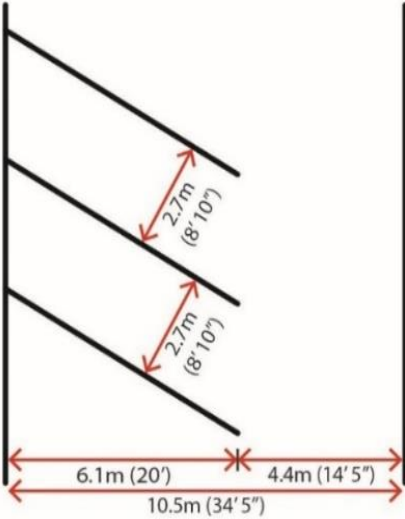
**Amended by  
Bylaw 20-22**

4.15 Parking and Loading Regulations

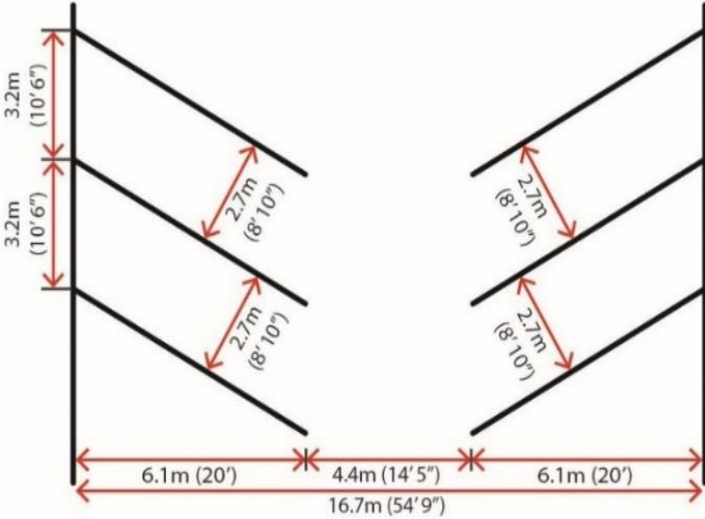
Figure 7. Parking Lot Layout Design and Dimensions.

60° PARKING LAYOUT

SINGLE ROW & AISLE

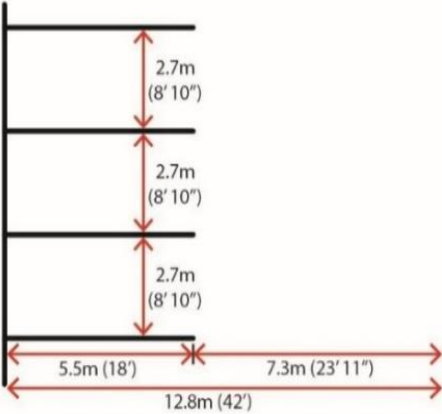


DOUBLE ROW & AISLE

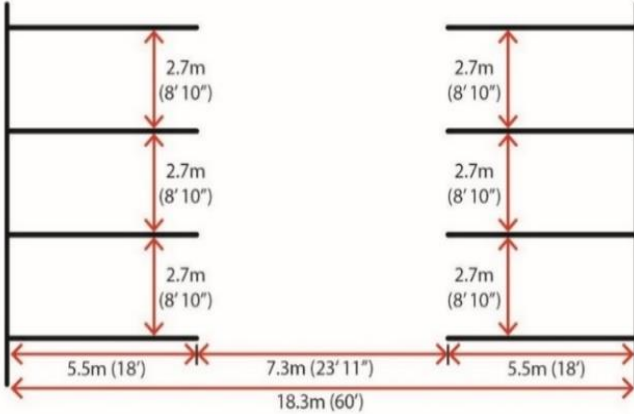


90° PARKING LAYOUT

SINGLE ROW & AISLE

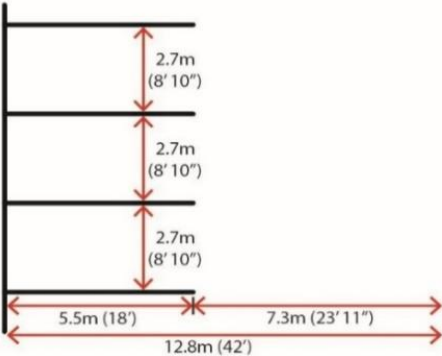


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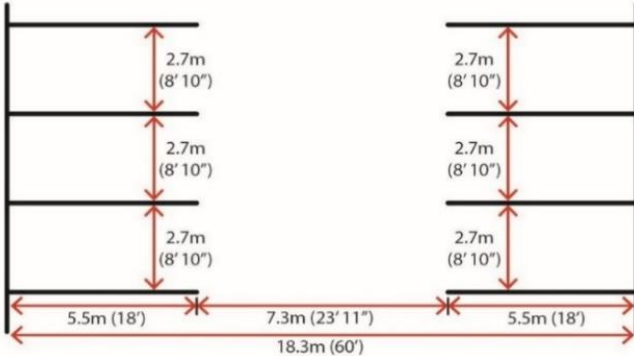


90° PARKING LAYOUT

SINGLE ROW & AISLE



DOUBLE ROW & AISLE





## 4.15 Parking and Loading Regulations

- (5) Required Number of Off-Street Parking Spaces
- (a) All developed Lots or Parcels are required to provide a minimum number of parking Stalls based on the Use of the Lot or Parcel. In determining the parking requirement for a Lot or Parcel, the Development Authority may consider:
- (i) if a specific Use is not mentioned below, the requirement shall be the same as for a Similar Use, at the discretion of the Development Authority; and
  - (ii) if a Parcel consists of multiple Uses, the required parking shall be the sum of the requirements for each Use, unless it is demonstrated to the satisfaction of the Development Authority that a shared parking facility with a reduced number of spaces will be sufficient.
- (b) parking requirements may be reduced at the discretion of the Development Authority by providing for combined or shared parking provided that a legal agreement is entered into between the users or Land Owners, and further that the parking arrangements are acceptable to the Development Authority.
- (c) Other than as noted below, no Parking Space may be located within a required Front Yard.
- (d) The minimum number of parking Stalls for any Development shall be as follows:

Table 3. Parking and Loading Requirements

EXISTING OR PROPOSED USE	REQUIRED PARKING	ADDITIONAL REQUIREMENTS
<b>Residential Uses</b>		
Single-Family Detached  (Single-Unit Custom Or Move-In, Manufactured Home Community)	2 spaces per Unit	
Single-Family Attached  (Row Housing, Duplex, Fourplex)	1.5 spaces per Unit	
Single-Family Semi-Detached (Secondary & Accessory Dwellings, Stacked Housing)	1 space per Unit	
Multi-Family (Apartment, Cohousing, Multi-Unit, or Similar)	2 spaces per 3 Units	

## 4.15 Parking and Loading Regulations

EXISTING OR PROPOSED USE	REQUIRED PARKING	ADDITIONAL REQUIREMENTS
Special Residential Uses	0.3 Parking Spaces per sleeping room, plus 1 Parking Space per employee on largest shift.	
Visitors	1 space per 7 Units	
Hotel or Motel	1.0 Parking Space for each sleeping room up to 250 rooms; 0.75 Parking Spaces for each sleeping room from 251 rooms to 500 rooms; 0.50 Parking Spaces for each sleeping room in excess of 500 rooms.	
<b>Non-Residential Uses</b>		<b>Off-Loading Required</b>
Industrial		<p>1.0 space per under five thousand square feet.</p> <p>2.0 spaces per over five thousand square feet up to twenty-five thousand square feet.</p> <p>1.0 additional space per each twenty-five thousand square feet or fraction thereof.</p>
Multi-tenant or multi-Building	2.5 spaces per one thousand square feet of GFA* of office space; and 1.0 space per five thousand square feet of GFA of warehouse space.	
Mini-Warehouse Facilities	1.0 space for every 40 storage Units or bays.	
Commercial		1.0 space per up to thirty thousand square feet.

## 4.15 Parking and Loading Regulations

EXISTING OR PROPOSED USE	REQUIRED PARKING	ADDITIONAL REQUIREMENTS
		1.0 additional space per each thirty thousand square feet or fraction thereof.
Office ( <i>Professional &amp; Business Services</i> )	2.5 spaces for every one thousand square feet of GFA or 2.75 for every one thousand square feet of UFA**.	
Retail Store (Free Standing) ( <i>Supermarket, Home Goods, Discount Store, Auto Parts, Building Materials, Office Supplies, Electronics</i> )	4.0 spaces for every one thousand square feet of GFA.	
Shopping Centre (Neighbourhood) ( <i>25,001-100,000 GFA</i> )	4.0 spaces for every one thousand square feet of GFA.	
Shopping Centre (Community) ( <i>100,001-399,999 GFA</i> )	4.0 spaces for every one thousand square feet of GFA.	
Shopping Centre (Regional) ( <i>400,000-1,000,000 GFA</i> )	5.0 spaces for every one thousand square feet of GFA.	
Restaurant ( <i>including outdoor Decks, Patio and/or seating areas, Drive-in</i> )	8.0 spaces for every one thousand square feet of GFA.	
Bar, Club or Lounge ( <i>including outdoor Decks, Patio and/or seating areas</i> )	10.0 spaces for every one thousand square feet of GFA.	
Auto Sales & Repair	5.0 spaces for every one thousand square feet of GFA.	
Car Wash (automated)	2.5 spaces for each bay or Stall for stacking space.	Car Wash Others: 1.0 space per Stall.

## 4.15 Parking and Loading Regulations

EXISTING OR PROPOSED USE	REQUIRED PARKING	ADDITIONAL REQUIREMENTS
Service Station	3.0 spaces for each service Stall and 1.0 space for each employee on duty during largest shift.	
<b>Services</b>		
Hospital	2.2 spaces for each bed proposed to be constructed.	
Clinic (Medical Complex)	2.7 spaces for every one thousand square feet of GFA.	
Funeral Home or Mortuary	0.5 spaces for every chapel.	
Veterinary Clinic	5.0 spaces for every one thousand square feet of UFA.	
Nursery School or Day Care Centre	1.0 space for every employee on duty during the largest shift plus 1.0 space for every 10 children in attendance when the facility is operating at maximum capacity.	
Elementary School	1.5 spaces per 30-Person classroom.	
Junior High School	3.5 spaces per 30-Person classroom.	
Senior High School	9.5 spaces per 30-Person classroom.	
College or University or Trade School	1.0 space for every three employees plus 1.0 space for every 10 students residing on campus and 1.0 space for	

## 4.15 Parking and Loading Regulations

EXISTING OR PROPOSED USE	REQUIRED PARKING	ADDITIONAL REQUIREMENTS
	every 5 students not residing on campus.	
Public Assembly <i>(Theatre, Auditorium, Hall, Sports Complex, Church, Cultural or Recreational)</i>	1.0 space for every five fixed seats in auditorium or sanctuary or, if there are no fixed seats, 1.0 space for every 40 square feet of GFA in the main auditorium or sanctuary.	
Library	1.2 spaces for every one thousand square feet of GFA.	
<b>Special Uses</b>		
Home Occupation <i>Major, Minor</i>		At the discretion of the Development Authority
Other Uses Not Listed		At the discretion of the Development Authority

\*GFA=gross Floor Area \*\*UFA=usable Floor Area

## 4.15.1 OFF-STREET LOADING FACILITIES

- (a) Off-Street loading spaces shall be required for all non-residential Developments and Apartments.
- (b) A loading space shall be designed and located so Vehicles using it can park and maneuver within the Parcel.
- (c) A loading space shall be at least 4.0 m (13.12 ft.) wide, 8.0 m (26.24 ft.) long, and 4.3 m (14.10 ft.) high.
- (d) A loading area shall be graded, drained, compacted, and surfaced to the satisfaction of the Development Authority.
- (e) Loading spaces shall be provided in accordance with the requirements in **4.15(d)**.

4.15 Parking and Loading Regulations

4.15.2 SHARED PARKING FACILITIES

- (a) In Districts other than a Residential District, and subject to approval by the Development Authority, required parking for any Development(s) may be provided on a Lot or Parcel other than the Development(s) Site in accordance with the following:
  - (i) the parking, in the opinion of the Development Authority, must be suitable, easily accessible and within a reasonable distance of the associated Development(s).
  - (ii) future Use of the Lot or Parcel must be ensured to the satisfaction of the Development Authority. This may be done by a restrictive covenant registered on the title, a suitable bond posted by the Developer(s), or by any other legal method.
  - (iii) at the option of the Development Authority, in lieu of Off-Street parking, a Developer shall pay the County to provide equivalent public parking. The Development Authority shall determine the amount of money in lieu of parking, based on current market values, and the money shall be used to provide Off-Street public parking.

4.16 Projections into Yards

## 4.16 PROJECTIONS INTO YARDS

- (1) Except as provided in this Section, and except for Fences as noted in **Section 4.5(12)** of this Bylaw, no feature, structure, or portion of a Building shall be located or project into a required Yard.
- (2) The following features may project into a required Front Yard:
  - (a) eaves, gutters, sills, bay windows, canopies, chimneys, and fire escapes may project a maximum of 0.6 m (2 ft.);
  - (b) steps, unenclosed Decks, and balconies may project a maximum of 2 m (6.6 ft.).
- (3) The following features may project into a required Side Yard:
  - (a) eaves, gutters, and sills may project a maximum of 0.6 m (2 ft.);
  - (b) in Side Yards not required for vehicular access, bay windows, chimneys, Decks, fire escapes, and steps may project a maximum of 0.6 m (2 ft.).
- (4) The following features may project into a required Rear Yard:
  - (a) eaves, gutters, sills, bay windows, fire escapes, unenclosed balconies, and chimneys may project a maximum of 1.5 m (5 ft.).
- (5) Notwithstanding any provision of this Section, no projections shall be permitted into a Yard required to be used as a Parking Space, Vehicle loading and unloading space, driveway, or any maneuvering space for a Vehicle.
- (6) Notwithstanding any provision of this Section, exterior finishes such as siding, brick, stone, and parging may project a maximum of 150 mm (6 in.) into a required Yard.

## 4.17 Protection from Hazard Exposure Regulations

## 4.17 PROTECTION FROM HAZARD EXPOSURE REGULATIONS

- (1) The location of any anhydrous ammonia (AA) or liquefied petroleum gas (LPG) tank with a water capacity exceeding 9082 l (2000 gal.) shall be in accordance with the requirements of the Development Authority, but in no case, be less than a minimum distance of 122 m (400 ft.) from assembly, institutional, commercial or residential Buildings.
  - (a) AA or LPG containers with a water capacity of less than 9082 l (2000 gal.) shall be located in accordance with regulations under the Safety Codes Act.
- (2) Flammable liquids tanks at bulk plants or Service Stations shall be located in accordance with regulations under the Safety Codes Act.
- (3) Setbacks from pipelines and other utility corridors shall be at the discretion of the Development Authority and be in accordance with the appropriate Provincial legislation or regulations.
- (4) Setbacks from the Landfill and Composting (LC) District
  - (a) Notwithstanding any other regulation in this Bylaw to the contrary, no school, hospital, food establishment or residence shall be located within 800 m (2625 ft.) of land within the Landfill and Composting (LC) District.
- (5) Sour Gas Facilities
  - (a) No Development shall be allowed within 100 m (328 ft.) of a Level 1 sour gas facility (consisting of a well) as determined by Alberta Energy Resources Conservation Board (ERCB).
  - (b) In the case of a Level 2 sour gas facility as determined by the ERCB:
    - (i) no permanent Dwelling shall be allowed within 100 m (328 ft.) of the sour gas facility; and
    - (ii) no Institutional Use shall be allowed within 500 m (1640 ft.) of the sour gas facility.
  - (c) In the case of Level 3 sour gas facility as determined by the ERCB:
    - (i) no permanent Dwelling shall be allowed within 100 m (328 ft.) of the sour gas facility;
    - (ii) no residential Development with a Density of more than eight (8) Dwelling Units per quarter section shall be allowed within 500 m (1640 ft.) of the sour gas facility; and
    - (iii) no Institutional Use shall be allowed within 1500 m (4921 ft.) of the sour gas facility.
- (6) Pipeline and Utilities Corridor Setbacks
  - (a) Any Development involving pipeline and/or power line rights-of-way shall be sited to comply with all relevant Federal and Provincial legislation and regulations. Setbacks from pipelines and other utility corridors shall be in accordance with appropriate Provincial legislation and regulations and any regulations established by the Alberta Energy Regulator and Alberta Utilities Commission.



## 4.18 RESIDENTIAL CONSERVATION AND NON-RESIDENTIAL CLUSTER DEVELOPMENT REQUIREMENTS AND REGULATIONS

- (1) The application requirements in this Section apply to all Residential Conservation or Non-Residential Cluster Developments within all Designated Districts.
- (2) Residential Conservation or Non-Residential Cluster Development applications that will create more than four (4) titles per quarter section, meaning the title for the quarter + 3 new titles, require the approval of a Site Development Plan, or at the request of the Development Authority an Area Structure Plan, prepared by a Registered Professional Planner (RPP). The Development Authority, at their sole discretion, may require additional supporting information depending on the potential impacts, magnitude, and complexity of the Development proposal.
  - (a) where there is an approved Plan, an amendment of the existing Plan prepared by an RPP shall be required, including designation or redesignation of lands to a Designated District, if applicable.
- (3) Residential Conservation and Non-Residential Cluster Developments will require preparing a Land Suitability Analysis (LSA), which provides information about the environmental features of the Site both in map form and with some text, describing the features of the map (or maps).
- (4) The Site design of the Residential Conservation or Non-Residential Cluster Development must reflect the findings of the LSA and be designed to ensure that the Development has a Low Net Environmental Impact and meets the Open Space requirements as defined in this Bylaw.
  - (a) The LSA shall illustrate:
    - (i) Primary Conservation areas;
    - (ii) Secondary Conservation areas;
    - (iii) Low priority Conservation areas; and
    - (iv) Open Space areas;
  - (b) The Land Suitability Analysis may be used to determine primary, secondary, and low priority conservation areas if the Developer applies for Density Bonus.
  - (c) To determine Primary, Secondary and Low Priority Conservation areas, the LSA shall include, at a minimum, the following information:
    - (i) Site and Property boundaries, including the location and percentage of Open Space in the Development;
    - (ii) all streams, rivers, lakes, wetlands and other hydrogeological features (including seasonal water flows and ponding areas) within and adjacent to the Site;
    - (iii) topographic contours of no less than 3.0 m (9.8 ft.) intervals;

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

- (iv) all environmentally sensitive areas identified by Alberta Environment and Sustainable Resource Development;
  - (v) general vegetation characteristics;
  - (vi) soil drainage;
  - (vii) soils information including Farmland assessment information and soil suitability for private sewage disposal;
  - (viii) existing Roads and Road structures; and
  - (ix) potential connections of Open Space, green spaces, and trails.
- (5) The following are considered Primary Conservation areas, and must be included within Open Space areas:
  - (a) the 1:100-year floodplain;
  - (b) water features and Buffer zones that meet the minimum ER width requirements identified in the Sustainable Resource Development Guidelines for Minimum Environmental Reserve/Easement Width (**see Table 6**);
  - (c) slopes greater than 15%;
  - (d) populations of endangered or threatened species, or habitat for such species;
  - (e) Hazard Lands and the environmental reserve modifier areas identified in the Sustainable Resource Development Guidelines for Minimum Environmental Reserve/Easement Width (**see Table 6**);
  - (f) Environmentally Sensitive Areas (ESAs), as identified by Alberta Environment and Sustainable Resource Development; and
  - (g) Heritage resources such as municipally, provincially, and nationally identified heritage Sites as well as archaeological Sites, cemeteries, burial grounds and other historically significant Sites.
- (6) The following are considered Secondary Conservation areas, and may be included within Open Space areas:
  - (a) existing healthy, native forests of at least 0.4 ha (10.0 ac) contiguous area;
  - (b) other significant natural features and scenic view Sheds such as water bodies, ridge lines, peaks and rock outcroppings, particularly those that can be seen from public Roads or public properties;
  - (c) agricultural lands with a Farmland assessment ration of 41% or great of at least 2.0 ha (5.0 ac) contiguous area; and

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

- (d) existing trails that connect neighbouring areas.
- (7) All remaining lands will be considered Low Priority Conservation areas. These areas are not required to be included within the Open Space areas.
- (8) At least 80% of the gross developable area shall be left as Open Space in Residential Conservation Developments and 40% for Non-Residential Cluster Developments.
  - (a) at the discretion of the Development Authority and the Subdivision Authority, this percentage may be reduced based on the results of the biophysical analysis submitted with the application, and may require a request for a Variance subject to the provisions of **Section 2.13** of this Bylaw.
  - (b) the Open Space requirement cannot be reduced for applications that do not submit a biophysical analysis for consideration by the Development Authority and the Subdivision Authority.
  - (c) Fulfillment of the biophysical analysis requirement does not guarantee a granting of the reduction in the Open Space requirements for an application.
- (9) The following Uses are suitable for Open Space areas:
  - (a) conservation of natural, archaeological, or historical resources;
  - (b) conservation of meadows, woodlands, wetlands, wildlife corridors, game preserves, or similar conservation-oriented Uses;
  - (c) walking or bicycle trails, provided they are constructed of porous paving and pervious materials;
  - (d) Passive Recreation such as open fields;
  - (e) active recreation;
  - (f) agriculture, horticulture or pasture Uses, provided that all applicable best management practices are used to minimize environmental impacts, and such activities are not conducted within Primary Conservation areas;
  - (g) Low-Impact Development infrastructure (structural and non-structural) that allows for filtered groundwater;
  - (h) sewage disposal fields comprised of single or multiple septic tanks;
  - (i) enclosed sewage treatment facilities; and
  - (j) Easements for drainage, access, and underground utility lines.
- (10) Private recreation facilities shall be encouraged within the Residential Conservation Development area.

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

- (11) Public recreation facilities (facilities open to the public), which are compatible with the environment and with nearby Uses and Developments, shall be encouraged to develop within Open Space areas.
- (12) The value of not developable Open Space areas will be reduced for assessment and municipal taxation purposes.
- (13) Though the form of Ownership of the individual Units may be the normal fee simple Ownership, other forms, including such as co-operatives, Bare Land Condominiums, rental accommodation, societies, joint Ownerships, shall be considered. The form of Ownership, and the implications of the form of Ownership for the management and Maintenance of any services and utilities, shall be identified in the Site Development Plan (SDP) or Area Structure Plan (ASP) for a particular Development.
- (14) A Site Development Plan (SDP) or an Area Structure Plan (ASP) for Residential Conservation Development shall include an Open Space Management Plan. The Open Space can be managed in a number of ways, including, but not limited to:
  - (a) municipal Ownership (in Municipal and/or Environmental Reserve Parcels);
  - (b) as common Unit (or Units) within a Bare Land Condominium plan; or
  - (c) as a commonly Owned Unit, provided that a conservation Easement is placed on the lands.
  - (d) The Open Space Management Plan will:
    - (i) clearly indicate that the responsibility for maintaining the Open Space and any facilities (e. g., water treatment facilities, recreation facilities and trail networks) located thereon shall be borne by the Owner, including provisions for ongoing Maintenance and contributions to long-term capital improvements.
    - (ii) provide a strategy for the enforcement of the Plan.
    - (iii) The Plan will also indicate:
      - 1. how funding for the Maintenance and management shall be collected, including any legal instrumentation of such responsibilities and funding.
      - 2. how, if the Maintenance and/or management of the Open Space areas become neglected and/or, if funding provisions cannot be enforced, the County shall assume responsibility for Maintenance and management of the Open Space areas.
      - 3. how the County will invoice the landowners within the Development County for the costs of such Maintenance and management, including administrative costs, interest, and penalties.

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

4. how the landowners within the Development will reimburse the County for the costs of such Maintenance and management, including administrative costs, interest, and penalties.
- (15) Notwithstanding **Section 4.18(14) above**, in the event that the party responsible for Maintenance of the Open Space fails to maintain all or any portion in reasonable order and condition, the County may assume the responsibility for Maintenance, enter into the Premises to take corrective action, and invoice the cost to the previously responsible party. The County may also invoice for administrative costs and penalties associated with the Maintenance.
- (16) The Development Authority may require the Open Space be protected or preserved by having a legally binding instrument, such as a Conservation or Environmental Easement, recorded with the deed. The form of protection and the organization or entity to which the instrument will be registered shall be identified in the Site Development Plan (SDP) or Area Structure Plan (ASP) for a particular Development. The instrument will be registered to one of the following:
- (a) a land trust or conservation oriented non-profit organization with the legal authority to accept such Easements. The organization shall be bona fide in perpetual existence and the conveyance instruments shall contain an appropriate provision for retransfer to the County in the event that the organization becomes unable to carry out its functions; or
  - (b) a government entity with an interest in pursuing goals compatible with the purposes of this Section. If the entity accepting the Easements is not the County of Vermilion River, then a third right of enforcement favouring the County shall be included in the Easement.
- (17) The instrument for permanent protection shall include clear restriction on the Use of Open Space. These restrictions shall include all restrictions included in this Section as well as any further restrictions the applicant chooses to place on the Use of the Open Space.
- (18) Regarding Residential Conservation Developments
- (a) The following list of Development criteria shall be used in determining the suitability of land for seasonal or permanent Residential Conservation Development:
  - (b) Groundwater of sufficient quantity and quality shall be available to support the proposed Development. No Development shall be permitted in areas where, in the opinion of the Development Authority, reserves of potable water are inadequate.
  - (c) Development shall be prohibited:
    - (i) on land having critical Development Constraints.
    - (ii) on slopes in excess of 15% or unstable slopes subject to soil slippage or other mass movement, unless it meets the requirements in **Section 4.7** and **Section 4.9**, to the satisfaction of a Decision Authority, pursuant to **Section 1.11** of this Bylaw.
    - (iii) in areas characterized by wetlands, swamps, muskeg, or saturated soils.

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

- (iv) in areas subject to periodic flooding or on soils which become saturated due to flooding.
    - (v) on soils which have extremely fast percolation rates (2 min./1 inch or faster) and/or would promote the possibility of groundwater contamination.
    - (vi) on Sites where adequate year-round access is not available by paved Roads in good condition, developed to current County standards.
    - (vii) on Sites where necessary services are not provided at the sole expense of the Developer.
    - (viii) within 30.0 m (100 ft.) of a lake.
  - (d) The natural topography and vegetation of the Development area shall be conserved wherever possible.
  - (e) No Development shall be permitted on Reserve lands, if the Development does not serve the interests of the general public.
- (19) Design Standards
- (a) Developments shall be consistent with the provisions under **Section 3.4** of this Bylaw.
  - (b) Developments shall adjoin neighbouring developed areas or previously cleared and/or disturbed areas.
  - (c) Developments will be directed to lands that are identified to be of lesser environmental significance, such as those areas that may be identified as low priority conservation areas.
  - (d) Wildlife corridors or connections between all conservation areas shall be maintained wherever possible.
  - (e) The natural landscape and topography shall be considered and incorporated into the overall design of the Development.
  - (f) All Development shall be required to maintain a Buffer of sufficient size and composition to act as a noise and visual barrier from adjacent incompatible Uses.
  - (g) Spaces for day Use, hiking trails, overnight camping, and similar activities shall be suitably organized and clearly marked. Adequate lake access, boat launching, and parking facilities shall be provided where applicable.
  - (h) The clearing of vegetation shall be minimized to lessen the impact of the Developments on sensitive riparian areas and encourage biodiversity.

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

#### (20) Recreational Amenities

- (a) Developments shall include a minimum of one (1) minor amenity for the first one to twenty (20) Dwelling Units, and one additional minor amenity for each additional 20 Units.
- (b) Developments shall include one major amenity when Unit count reaches forty (40) Dwelling Units and shall provide one additional major amenity for each forty (40) additional Units.
- (c) The amenities shall be cumulative, such that for thirty (30) Dwelling Units one (1) minor and no major amenities shall be required, and for sixty-five (65) Dwelling Units three (3) minor amenities and one (1) major amenity shall be required. The Development Authority, at their sole discretion, may authorize alternative amenities to those listed in **Table 4**, as determined appropriate given the character of a particular Development.

**Table 4. Contribution of Amenities Examples.**

Minor Amenity	Major Amenity
Open turf playfield (20,000 sq. ft. min.)	Tot Lot or play structure
Community Garden	Covered picnic area
Interpretive trail signage	Community Building
Outdoor art	Public plaza or courtyard
Street furniture	Fenced tennis court
Fountain/water feature	Soccer, baseball, football or softball field
Sand volleyball court	Large water feature
Half basketball court	Trails in Natural Areas
Picnic area	

#### (21) Servicing Infrastructure

- (a) All new Developments shall provide and pay for infrastructure and servicing improvements, as well as the extension of services to facilitate the Development, in accordance with the provisions of **Section 4.8** of this Bylaw.

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

- (b) Transportation, communication, and Public Utility Uses shall be considered discretionary. Such Uses shall only be developed in such a manner as shall not adversely affect the environment, surface, or ground water quality, or existing Developments.
- (c) All Development shall be required to install sewage disposal systems, which have been approved by the authority having jurisdiction.
- (d) Internal Road access shall be provided to each residential Lot or Parcel, though the Roads may be private in accordance with County Standards.
- (e) The County will require hard surfaced Roads to be developed to current County standards.
- (f) Any proposed facilities such as change houses, sewage disposal, Garbage disposal, and on-site water supply shall be required to have approval from authorities having jurisdiction and shall be of sufficient size and quality to handle anticipated Use.

#### (22) Density Bonus

- (a) The Subdivision Authority and the Development Authority on a Site-by-Site basis shall determine Density Bonusing allowances.
- (b) Density Bonuses shall be provided for use of superior neighbourhood design standards, additional recreational amenities, and provision of one hundred percent (100%) of the required Inclusionary Housing contribution. At the discretion of the Subdivision and/or Development Authority, up to a total of twenty percent (20%) increase above the base Density may be granted. Density Bonuses shall be rounded down to the nearest whole number.
- (c) At the discretion of the Development Authority, up to ten percent (10%) increase in Density may be allowed for use of superior neighbourhood design. "Superior neighbourhood design" shall include a minimum of five (5) of the elements listed below:
  - (i) Identifiable neighbourhood centre such as a town square, village green, uniquely designed crossroads, or intersection;
  - (ii) Strong pedestrian interconnection, meaning that pedestrian paths, sidewalks and other travel ways provide demonstrably more connectivity for pedestrian and non-motorized travel than the Road network provides for motorized travel;
  - (iii) Alley access to more than 75 percent of homes and Garage access required to be provided from the alley;
  - (iv) Any front-loaded homes required to have Garages set back a minimum of 10 feet from the front facade of the residence;
  - (v) Prominent front entries utilizing covered front porches combined with front Yard Setbacks not exceeding 15 feet for more than 75 percent of the homes;



### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

- (vi) A strongly evident grid street network with minimal use of curvilinear streets and cul-de-sacs;
  - (vii) Dedicated public or quasi-public recreation areas including play structures or other public amenities located within 1,000 feet of 90 percent of Dwelling Units;
  - (viii) A mix of housing types including three or more of the following: Detached, Semi-Detached, and Attached Single-Family Dwellings; Row and Stacked Row Housing; Secondary Dwelling Units; Duplex; Fourplex; and Cohousing or Cohousing Inspired clusters;
  - (ix) A small neighbourhood commercial area (retail and services) designed to provide convenience needs with a clearly pedestrian, non-vehicular design, with no specific retail or service requirements, but permitted to include elements such as a coffee Shop, neighbourhood market, neighbourhood pub, cafe, and service Shops;
  - (x) Any other neo-traditional design element determined by the Development Authority to enhance the quality and character of the neighbourhood;
  - (xi) Application of LID (Low-Impact Development) or other environmentally protective techniques for infrastructure Development, which exceed County and provincial standards.
- (d) A ten percent (10%) increase in Density shall be allowed for use of superior Building design. "Superior Building design" shall include a minimum of three of the elements listed below or designed to achieve LEED® silver or higher standards or other innovative and sustainable Development techniques for Buildings as defined and regulated through enforceable homeowners' association (HOA) community rules contained in the Declaration of Covenants, Conditions, and Restrictions (CC&Rs) or registered in each individual Lot or Parcel in the form of a restrictive covenant (RC) in title:
- (i) Use of a consistent and recognizable architectural style typical of a rural Farming community as defined in the ASP or SDP, and regulated through enforceable CC&Rs or RCs;
  - (ii) Use of solar or wind power, geothermal systems, rainwater capture and reuse, or other substantial sustainable Building system features;
  - (iii) Minimum of 80 percent of Household fixtures being water-efficient fixtures;
  - (iv) Drought-tolerant Landscaping and/or significant retention of native vegetation on individual Building Lots or Parcels;
  - (v) Use of passive solar Construction or other Construction technique to reduce energy use.

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

- (e) A ten percent (10%) increase in Density shall be allowed for Clustering of structures that increases the Open Space in a residential PUD above what is required in this Section. Critical areas and Buffers shall be included in the overall Open Space considered for this Density Bonus at the discretion of the Development Authority.
  - (i) A 50 percent (50%) to 74 percent (74%) increase in Open Space shall provide a five percent increase in residential Density.
  - (ii) A 75 percent (75%) or greater increase in Open Space shall provide a 10 percent increase in residential Density.
- (23) Base Density is the starting point for determining Density Bonuses in all Residential Conservation Developments. Minimum base Density shall be either:
  - (a) low Density, with a maximum Density 1.54 Dwellings per net ha (0.6 Dwellings per net ac) The Minimum Lot Area is 0.3 ha (0.74 ac.) and the maximum Lot area is 4.04 ha (10.0 ac.); or
  - (b) high Density, with a maximum Density 2.47 Dwellings per net ha (1.0 Dwelling per net ac.). The Minimum Lot Area shall be at the discretion of the Development Authority and the maximum Lot area shall normally be 0.2 ha (0.5 ac.). In order to qualify for this type of residential Development the design of the Development must conform to the requirements for Density Bonus outlined in this Section.
- (24) The Subdivision Authority and the Development Authority on a Site-by-Site basis shall determine the maximum Density for all Residential Conservation Developments. The maximum residential Density shall be based on:
  - (a) The land suitability assessment (LSA) undertaken for the Site; having regard for Site conditions, environmental considerations and impacts, and other factors that may be considered in the design of the proposal;
  - (b) The maximum number of allowed Dwelling Units will normally be determined by dividing net developable area of the Site by the minimum Residential Parcel size for the Designated District;
  - (c) The net developable area shall be the total gross area of the Site, less the area of:
    - (i) water bodies over 500.0 sq. m (5382.0 sq. ft.) in area or greater;
    - (ii) anticipated rights-of-way for Roads and utilities;
    - (iii) Conservation Reserve, Environmental Reserve, and/or Environmental Reserve Easement areas (if applicable); and
    - (iv) Municipal Reserve areas (if applicable);
  - (d) The suitability and availability of municipal services and infrastructure necessary to support the proposal; and

### 4.18 Residential Conservation and Non-Residential Cluster Development Requirements and Regulations

- (e) The compatibility of the proposed Density with that of the surrounding area and the character of the existing community (if applicable).
- (25) Regarding Water Bodies
- (a) Any Person who proposes to alter the bed or shoreline of a water body must first receive appropriate approvals from Provincial authorities. Under Provincial law, most Development on the bed or shoreline of a water body (up to the high-water mark) is required to obtain a License of Occupation from Provincial authorities prior to Construction.
  - (b) Improvements not requiring a license include minor bank stabilization, erection of a small, removable, seasonal, domestic pier, or placement of a removable boatlift on a lakebed during the summer months.
  - (c) Shoreline alterations involving such things as depositing soil materials within the high-water level of a lake will generally not be permitted.
- (26) Further information may be obtained from appropriate provincial government agencies.

## 4.19 RESIDENTIAL USE MULTI-UNIT DEVELOPMENTS

- (1) In addition to the requirements under **Part 2** and **Part 3** of this Bylaw, the following requirements apply to all multi-Unit Developments for Residential Use within all Designated Districts:
- (a) Redesignation to the Land Use District most appropriate for the proposed Use and Development of the lands shall be required as a condition for issuance of a Development Permit.
  - (b) Before any Development Permit application for Residential Multi-Unit Development can be considered by the Development Authority, the applicant must submit:
    - (i) an approved Site Development Plan, or at the request of the Development Authority an Area Structure Plan, prepared by a Registered Professional Planner (RPP). The Development Authority, at their sole discretion, may require additional supporting information for the development of the Plan depending on the potential impacts, magnitude, and complexity of the Development proposal.
      - 1. where there is an approved Plan, an amendment of the existing Plan prepared by an RPP shall be required, including designation or redesignation of lands to a Designated District, if applicable.
    - (ii) further to **sub-paragraph (i) above**, the design plans and working drawings including elevations shall be done or endorsed by a registered architect or professional engineer, as applicable;
    - (iii) in addition to other requirements, site plans must show the proposed:
      - 1. location and position of structures on the Site, including any “For Rent” or addressing Signs;
      - 2. location and number of Parking Spaces, exits, accesses and drives from public Roads;
      - 3. location of an access to Refuse storage areas and incinerators and the fencing and Landscaping of such facilities;
      - 4. Landscaping plan of the entire Site, which shall show intended surfacing for drives and Parking Areas; and
      - 5. number and type of Units for Inclusionary Housing contribution.
      - 6. location of Open Space conservation areas.
- (2) The plans identified above will append the application and, once approved, shall become conditions of approval. At his sole discretion, the Development Authority may require a performance bond from the Developer.

4.19 Residential Use Multi-Unit Developments

- (3) Regarding Manufactured Home Communities, in addition to the requirements in **Section 4.19(1) above**, the following application requirements shall apply:

(a) Site Plan

- (i) All Development Permit applications for a Manufactured Home Community, in addition to the requirements of **Section 2.7** of this Bylaw, must include a Site plan showing the following:
1. location and dimensions of Stalls;
  2. Internal Roadway systems;
  3. parking and storage areas;
  4. recreation areas;
  5. the location of water supply and sewage disposal facilities, and Garbage collection areas;
  6. existing topography, vegetation and watercourses;
  7. Common Areas and facilities; and
  8. Uses of land on surrounding properties.

(b) Parking and Storage

- (i) a minimum of one (1) Parking Space shall be provided on each Manufactured Home Stall.
- (ii) each Manufactured Home Park shall provide a visitors' Parking Area. One (1) space must be provided in this area for every two (2) Manufactured Home Stalls.
- (iii) a central area with 14 m<sup>2</sup> (150 sq. ft.) of space for each Manufactured Home must be provided for the storage of Recreational Vehicles, boats, Off-Highway Vehicles, etc.
- (iv) Individual Manufactured Home Owners may construct storage Sheds on their Stalls for outdoor equipment, tools, etc., and may require a request for a Variance subject to the provisions of Section 2.12 of this Bylaw.

(c) Garbage and Recycling

- (i) The Manufactured Home Community operator must provide a central collection area for Garbage and recycling within the park. In addition, the operator is responsible for regularly transferring the Garbage and recycling from the park to a Waste disposal Site. The location of the central collection area must be clearly indicated on the Site plan.

4.19 Residential Use Multi-Unit Developments

(d) Internal Roadways and Pedestrian Access Ways

- (i) Internal Roadways shall be provided in the Manufactured Home Community to allow access to individual homes and other facilities and shall meet County Standards.
  - 1. a minimum right-of-way of 9 m (30 ft.) is required.
  - 2. Roadways shall be well drained and maintained to the satisfaction of the Development Authority.
  - 3. safe, convenient, all-season pedestrian access ways of at least 1 m (3.3 ft.) in width must be provided between homes, on Roadways and to facilities.

(e) Recreation Areas

- (i) A minimum of ten percent (10%) of the gross Lot area must be developed for safe playgrounds or other Recreational Uses.

(f) Landscaping

- (i) All areas not occupied by Manufactured Homes and their additions, Internal Roads, footpaths, driveways, permanent Buildings, and any other developed facilities, shall be fully landscaped to the satisfaction of the Development Authority.
- (ii) Screen Fences or walls shall be erected where deemed necessary by the Development Authority around laundry Yards, Refuse collection points, and playgrounds.

(g) Lighting

- (i) In Residential Districts, street lighting shall meet County Standards for Residential Use.

## 4.20 SECONDARY SUITES AND SECONDARY DWELLING UNITS

- (1) The intent of **this Section** is to:
  - (a) Provide for the incremental Development to the next Density level within Residential Districts that allow for the following Permitted uses:
    - (i) Single Detached Dwelling Units
    - (ii) Semi-Detached Dwelling Units
    - (iii) Townhouse Dwelling Units
    - (iv) Detached Accessory Structure on a same Lot or Parcel as a Single Detached Dwelling, Semi-Detached Dwelling, or Townhouse Dwelling.
  - (b) Maintain the character of single-family neighbourhoods;
  - (c) Ensure that new Units are in harmony with developed neighbourhoods; and
  - (d) Allow Secondary Suites and Secondary Dwelling Units as a Subordinate Use to Single-Unit Dwellings, consistent with provincial regulations and Secondary Suite Standards.
- (2) The regulations in this Section shall apply but are not limited to the Development of Secondary Suites and Secondary Dwelling Units, and Similar Uses, including Building Conversion and Dwelling Conversion for Residential Uses.
- (3) A Development Permit is required before Construction of any Use, or Similar Use, within this Section, in all Districts.
- (4) Redesignation to the Land Use District most appropriate for the proposed Use and Development of the lands shall be required as a condition for issuance of a Development Permit.
- (5) Within all Districts, in addition to any Designated District requirements, for all Uses and Similar Uses under this Section, the following regulations shall apply:
  - (a) Construction on a Use listed in this Section, or a Similar Use, cannot start until Construction of the Main Building for the Main Use has commenced, subject to the issuance of a valid Development Permit.
  - (b) Issuance of a Use and Occupancy Permit for a Use listed in this Section, or a Similar Use, cannot take place until a Use and Occupancy Permit for the Main Building for the Main Use has been issued, subject to **Section 2.17** of this Bylaw.
  - (c) The Development Authority shall review the design of the Secondary Suite or Secondary Dwelling Unit to ensure that the structure is compatible with the Main Dwelling and the neighbourhood.

4.20 Secondary Suites and Secondary Dwelling Units

(d) Minimum Lot Sizes.

- (i) Shall not exceed the minimum Lot or Parcel size for the Designated District.

(e) Parking shall meet the requirements in **Section 4.15** of this Bylaw.

(f) Servicing shall meet provincial regulations and Secondary Suite Standards.

(6) Surveillance Suites

(a) The issuance of a Development Permit for a Surveillance Suite, as defined in this Bylaw, shall be in accordance with the following criteria and regulations:

- (i) A Development Permit for a Surveillance Suite will only be issued where, in the opinion of the Development Authority, the Surveillance Suite is clearly compatible with and subordinate to the Main Use on Site. Moreover, the placement of a Surveillance Suite shall be compatible with all existing Main Uses on adjacent properties and shall not interfere with future Main Uses of adjacent properties.

- (ii) Where a Surveillance Suite is allowed in accordance with this Bylaw, the Development Authority may issue a Development Permit for one Surveillance Suite per Main Use, Lot, or Parcel.

- (iii) Detached Surveillance Suites shall be sited in accordance with siting regulations specified in the Designated District within which the subject Lot or Parcel is located or in accordance with the following requirements, whichever are more stringent:

1. a minimum of 1.8 m (6.0 ft.) from any Buildings; and
2. a minimum of 1.8 m (6.0 ft.) from the rear and side Property Lines; and
3. no closer than the front line of the Main Building to the front Property Line.

- (iv) The maximum Floor Area of any non-Basement Surveillance Suite, as defined in this Bylaw, shall be 50.0 m<sup>2</sup> (538.0 sq. ft.).

- (v) The quality of exterior treatment and design of any Surveillance Suite shall be to the satisfaction of the Development Authority, who shall ensure that the design, character and appearance of any Surveillance Suite is compatible with the Development(s)/Use(s) with which the suite is associated as well as all Development(s)/Use(s) on adjacent properties.

(7) Accessory Living Quarters

(a) A maximum of one (1) Accessory Living Quarters shall be permitted for each Single-Detached Dwelling.



4.20 Secondary Suites and Secondary Dwelling Units

- (b) Accessory Living Quarters are prohibited from being constructed within a Multi-Family or Apartment Dwelling.
- (c) Accessory Living Quarters shall be a Subordinate Use to a Residential or Country Residential Use, as defined in this Bylaw, and therefore limited to a Site occupied by a Single-Detached Dwelling.
- (d) The Floor Area of the Accessory Living Quarters shall not exceed 30 percent of the existing living area of the primary Dwelling Unit or 80 m<sup>2</sup> (861.1 sq. ft.) in Floor Area on a residential Lot, whichever is less.
- (e) The minimum Floor Area for Accessory Living Quarters is 30.0 m<sup>2</sup> (322.9 sq. ft.).
- (f) Shared mechanical rooms and Common Areas shall be excluded from the Floor Area calculation of the Accessory Living Quarters.

(8) Garage Suites and Backyard Cottages

- (a) A maximum of one (1) Garage Suite or Backyard Cottage shall be permitted for each Single-Detached Dwelling.
- (b) A Garage Suite or a Backyard Cottage shall be a Secondary Suite containing a Subordinate Use to a Residential or Country Residential Use, as defined in this Bylaw, and therefore limited to a Site occupied by a Single-Detached Dwelling, and shall not exceed 80.0 m<sup>2</sup> (861.1 sq. ft.).
- (c) The minimum Floor Area for a Garage Suite or Backyard Cottage, whether above or at-grade, is 30.0 m<sup>2</sup> (322.9 sq. ft.).
- (d) The maximum height for Garage Suites or Backyard Cottages, provided that the maximum height of the Accessory Building containing the Subordinate Use is not higher than the height of the Main Building, shall be:
  - (i) at grade: 4.5 m (14.8 ft.)
  - (ii) above grade: 5.5 m (18.0 ft.) for suites with a flat Roof, and 7.3 m (24.0 ft.) for suites with a sloped Roof.
- (e) Shared mechanical rooms and Common Areas shall be excluded from the Floor Area calculation for a Garage Suite or Backyard Cottage.
- (f) A minimum of three (3) on-site Parking Spaces shall be required for Lots or Parcels with approved Garage Suite or Backyard Cottage Development. Tandem parking may be permitted at the discretion of the Development Authority.

(9) Manufactured Homes

- (a) Before a Development Permit can be issued for a Manufactured Home, the Development Authority shall normally receive verification that the home fully complies with both the CSA

### 4.20 Secondary Suites and Secondary Dwelling Units

Z240 MH National Manufactured Home Standard and the Alberta Building Code (ABC). If the CSA Z240 sticker or the Alberta Municipal Affairs sticker verifying compliance to the ABC is missing, the Development Authority may require an inspection by an Alberta Safety Codes Officer.

- (b) Should an inspection by an Alberta Safety Codes officer be required, and should the inspection indicate that upgrades to the Manufactured Home are necessary to bring the home into compliance with the CSA Z240 standard or the ABC, all required upgrades shall be made before the issuance of a Development Permit.
- (c) In addition to the requirements of **paragraphs (a) and (b) above**, a Manufactured Home must meet the following aesthetic regulations:
  - (i) the height of the main floor above grade shall be consistent with the height of the main floor of Dwellings in the immediate and general area.
  - (ii) the Roof pitch shall be consistent with the Roof pitch of Dwellings in the immediate and general area.
  - (iii) exterior finishing materials used on the Roof and Exterior Walls shall be in good condition and consistent with the materials used on Dwellings in the immediate and general area.
  - (iv) minimum Roof overhang or eaves should be consistent with the overhang or eaves of Dwellings in the immediate or general area.
  - (v) the design of each Manufactured Home shall ensure the side or end facing the street on which the home fronts contains a prominently placed front door, and windows in quantity and size that are consistent with Dwellings in the immediate area.
- (d) A Manufactured Home shall be placed on a permanent foundation or base that complies with the Alberta Building Code unless the Manufactured Home is designed to be supported on longitudinal floor beams, in which case an alternate skirted foundation system as described in CSA Z240.10.1 may be employed.
  - (i) the permanent foundation or base or the skirting material utilized on an alternative skirting foundation should be parged in order create the same finished appearance customarily found on concrete Basements of Single-Detached Dwellings in the immediate and general area.
  - (ii) the Manufactured Home is to be attached by means of bolting or otherwise to the foundation or base.
- (e) All accessory structures, such as Patios, porches, additions and skirting, shall be:
  - (i) factory-prefabricated Units or the equivalent thereof, and so designed and erected as to harmonize with the Manufactured Homes, and

### 4.20 Secondary Suites and Secondary Dwelling Units

- (ii) considered as part of the Main Building; and
  - (iii) erected only after obtaining a Development Permit.
- (f) The Floor Area of porches and additions shall be proportionate to the Floor Area of the Manufactured Home Unit and the Development Authority, at his sole discretion, shall determine this relationship.
- (g) No Accessory Building or any Use or Parking Space shall be located in the Front Yard of a Manufactured Home Use, whether located within a Manufactured Home Community or any Residential District.
- (h) Any furniture, belongings, or seasonally used equipment shall be stored in adequate covered storage or properly screened either individually on the Lot or Parcel or communally, and covered storage shall conform to the Alberta Building Codes (ABC) standards.
- (i) The following regulations also apply to Manufactured Home Uses located in Multi-Lot Developments for Residential and Country Residential Uses, including Manufactured Home Communities:
  - (i) the hitch and wheels are to be removed from the Manufactured Home.
  - (ii) all Manufactured Homes shall be placed on a permanent foundation or base, as per **Section 4.20(9)(d) above**.
  - (iii) the Property is to be grassed and landscaped within one (1) year from the Date of Issue of the Development Permit.
  - (iv) Minimum Lot Area and width may be less in the case of existing registered Substandard Lots, at the discretion of the Development Authority.
- (j) Any required aesthetic upgrades to the Manufactured Home must be completed before the issuance of the Development Permit. The completion of foundation or skirting material must be completed within thirty (30) days of the placement of the Manufactured Home on a Lot or Parcel.

## 4.21 SIGN REGULATIONS

- (1) No Sign, unless exempted under **Section 2.4** of this Bylaw, shall be allowed unless a Development Permit has been issued.
- (2) Notwithstanding any other provision of this Bylaw to the contrary, except as otherwise indicated in **this Section**, Off-Site Signs shall be considered to be an Accessory and Discretionary Use in all Non-Residential Districts, and in the Urban Growth Area (UB) District.
- (3) In addition to the other regulations of this Bylaw, the following additional regulations shall apply to Signs:
  - (a) Limitations
    - (i) Except as provided in **Section 2.4** of this Bylaw, no Person shall erect, relocate or structurally alter or enlarge any Sign, including an election Sign, unless he has complied with the requirements of this Section and any other relevant provisions of this Bylaw, and has been issued a Development Permit in respect thereof.
    - (ii) The Development Authority may issue a Development Permit for a Sign as part of the Development Permit for the Use or the Building to which the Sign pertains, provided the Development Permit application indicates that there is to be a Sign and provided further that all information requirements for a Development Permit application for a Sign are met to the satisfaction of the Development Authority.
    - (iii) Provisions for election Signs and Property for sale or rent Signs are provided in **Section 4.21** of this Bylaw.
- (4) Development Permit Application Requirements for Signs
  - (a) In addition to the requirements of **Part 2** of this Bylaw, a Development Permit application for a Sign shall include the following information:
    - (i) Alberta Transportation Roadside Development approval for Signs near primary Highways, including flood lighted and/or digital Signs.
    - (ii) written consent from the Property Owner,
    - (iii) two copies of colour drawings, drawn to scale, showing the Sign, any structural supports, and the dimensions, thickness, area, and colours, of the Sign,
    - (iv) any animation, moving copy, or other moving features of the Sign, if applicable,
    - (v) method of illumination, if applicable,
    - (vi) mounting details,

### 4.21 Sign Regulations

(vii) the location and size of all other existing and proposed Signs on the Building façade or Site,

(viii) mounting heights and clearances to grade, and

(ix) the amount of projection of the Sign from a Building, if any.

(b) All Development Permit applications for Signs shall follow the process outlined in **Part 2** of this Bylaw and be subject to appeal, if applicable, in accordance with **Part 1** of this Bylaw.

#### (5) General Sign Regulations

(a) A Sign shall not be erected, operated, used, or maintained if, in the opinion of the Development Authority:

(i) its position, size, shape, colour, format or illumination obstructs the view of, or may be confused with, an official traffic Sign, signal or device or other official Sign, or otherwise poses a potential hazard to traffic,

1. it displays lights, which may be mistaken for the flashing lights customarily associated with danger or with those used by police, fire, or other emergency Vehicles; or

2. it would be situated within the area regulated by **Section 4.4** of this Bylaw.

(b) A Sign shall be integrated with the Building on which it is to be located and compatible with the general architectural lines and forms of the nearby Buildings or of adjoining Developments.

(c) Where possible, Signs shall not cover architectural details such as arches, sills, mouldings, cornices and transom windows.

(d) A Sign or Sign structure shall be set back a minimum of 0.5 m (1.6 ft.) from any Property boundary and no part of a Sign may encroach onto an adjacent Lot or a Road or Lane.

(e) Except as otherwise specified in this Bylaw, the maximum area of any Sign shall be 18.0 m<sup>2</sup> (193.6 sq. ft.).

(f) At the discretion of the Development Authority a maximum of five (5) Signs may be allowed on a Lot, including Temporary Signs and Portable Signs.

(g) Signs will not be allowed on Fences in Residential Districts or Commercial Districts.

#### (6) Care and Maintenance of Signs

(a) All Signs shall be maintained in good and safe structural condition and shall be periodically repainted, refurbished, repaired, or resurfaced, as to maintain a good appearance to the satisfaction of the Development Authority.

### 4.21 Sign Regulations

- (b) Where the Development Authority determines that a Sign is abandoned or in an overall state of disrepair they may, by notice in writing to the Owner of the land on which the Sign is located and, if it is indicated on the Sign, the Owner or operator of the Sign, order the Owner of the land and the Owner or operator of the Sign to:
  - (i) remove the Sign and all related structure components within what the Development Authority deems to be a reasonable amount of time, or
  - (ii) take such measures as they may specify in the notice to alter and/or refurbish and/or repair the Sign.
- (c) Failure to remove the Sign or to comply with the measures specified in the notice described in **paragraph (b) above**, may result in the issuance of a violation ticket as described in this Bylaw.
- (d) The notice described in **paragraph (b) above**, shall be considered to be a stop order for the purposes of this Bylaw.

4.21 Sign Regulations

Figure 8a-8b. Types of Signs.

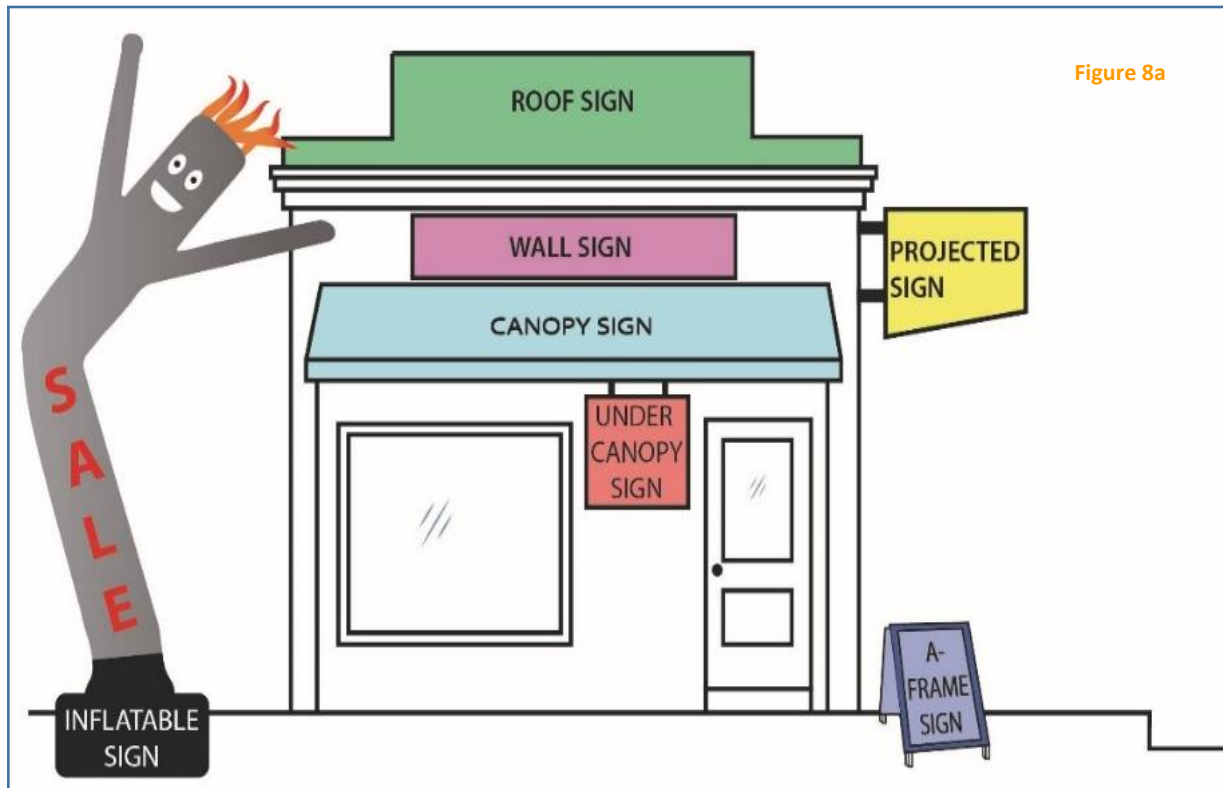


Figure 8a

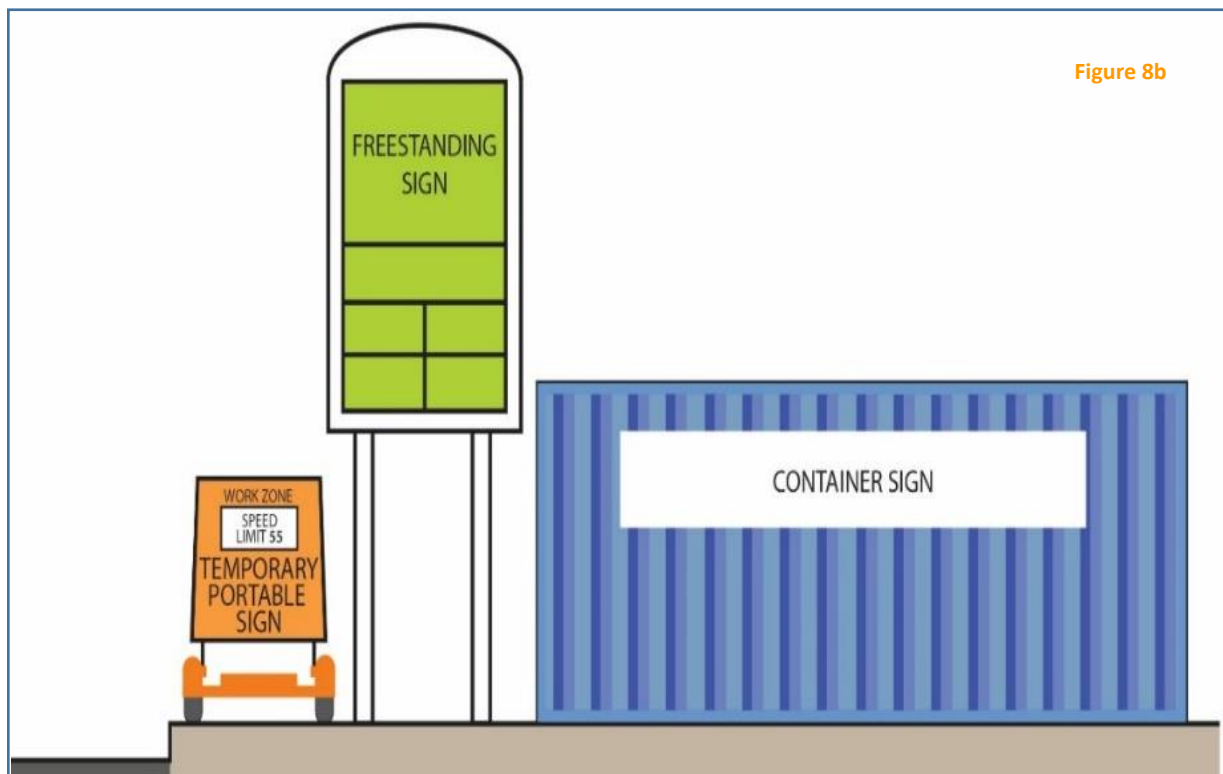


Figure 8b

## 4.21 Sign Regulations

## (7) Signs Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
A-Frame Signs			
(see <b>Figure 8a</b> )	General	<p>Notwithstanding any other provision of this Bylaw to the contrary, A-Frame Signs shall be allowed only in Commercial Districts.</p> <p>A-Frame Signs are not to be used in conjunction with Projecting Signs at grade level.</p>	No more than one (1) A-Frame Sign shall be allowed per business frontage.
	Location	<p>No A-Frame Sign shall be located on a sidewalk in such a manner so as to obstruct pedestrian flow.</p> <p>The area around an A-Frame Sign shall be kept clean. All vegetation shall be cleared away to a distance of at least 1.5 m (4.9 ft.) around the A-Frame Sign.</p>	
	Area	<p>The maximum area of each A-Frame Sign face, which is located on a sidewalk shall be 0.7 m<sup>2</sup> (7.5 sq. ft.). <b>Figure 8</b> illustrates area and height requirements for A-Frame Signs.</p> <p>The maximum area of each A-Frame Sign face located in another location, approved by the Development Authority, shall be 1.5 m<sup>2</sup> (16.0 sq. ft.)</p>	Where the back of an A-Frame Sign is visible, it shall be suitably painted or otherwise covered to present a neat and clean appearance. Angle iron shall not be open to public view unless finished in an aesthetically pleasing manner to the satisfaction of the Development Authority.



## 4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
	Height	<p>The maximum height of an A-Frame Sign, which is located on a sidewalk shall be 1.0 m (3.3 ft.)</p> <p>The maximum height of an A-Frame Sign placed in other locations shall be 1.8 m (6 ft.), measured perpendicular distance from the ground to the highest point of the Sign when set up.</p>	
Canopy Signs			
(see <b>Figure 8a</b> )	General	<p>These regulations apply where a canopy is constructed solely as a support structure for a Sign.</p> <p>All Canopy Signs shall be erected in such a manner that the structural support elements are designed to appear as an integral part of the overall Sign design and concealed, such that no angle iron bracing, guy wires, or similar support elements are visible from a Road or Lane.</p>	Each tenant of a Building shall be allowed one (1) Under-Canopy Sign of no more than 0.5 m <sup>2</sup> (5.4 sq. ft.) in area.
	Area	The maximum area of all Canopy Signs on one face of a canopy shall not exceed 50% of the area of the face of the canopy.	
	Height	The bottom of the canopy shall be not less than 2.5 m (8.2 ft.) above grade.	Unless otherwise approved by the Development Authority, the vertical dimension of the canopy shall not exceed 1.5 m (4.9 ft.)

## 4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
	Clearance	No part of the canopy shall project over a Road or Lane.  Signs suspended under a canopy shall have a vertical clearance of a minimum of 2.5 m (8.2 ft.) from grade.	
Freestanding Signs			
(see <b>Figure 8b</b> )	General	(a) One (1) Freestanding Sign per business frontage may be erected on a Site having a minimum business frontage of 15.0 m (49.2 ft.) at Road level.  (b) Notwithstanding (a) above, a maximum of one (1) Freestanding Sign may be allowed per Site except:	Additional Signs may be allowed at the discretion of the Development Authority.
		(i) where a Lot or Parcel is considered by the Development Authority to be a Double Fronting Lot or Parcel, each frontage may have a Freestanding Sign, provided that the Freestanding Signs are at least 90.0 m (295.3 ft.) apart.	
	Area	The total Sign Area of all Freestanding Signs on a Site shall not exceed 0.3 m <sup>2</sup> (3.2 sq. ft.) in area for each lineal metre of frontage, to a maximum of 8.4 m <sup>2</sup> (90 sq. ft.)	
	Height	The maximum height of a Freestanding Sign shall be 7.0 m (23.0 ft.).	
	Separation	Where a Freestanding Sign and a Projecting Sign are located	

## 4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
		along the same frontage of a Site, a minimum distance of 10.0 m (32.8 ft.) shall be maintained between the Signs.	
	Setbacks	Any support structure for a Freestanding Sign shall be set back a minimum of 0.3 m (1.0 ft.) from any Site line and no part of the Freestanding Sign itself shall encroach onto or overhang an adjacent Site, Road or Lane.	
Portable Signs			
(see <b>Figure 8b</b> )	General	<p>(a) No more than one (1) Portable Sign shall be located on a Site.</p> <p>(b) Notwithstanding (a) above, one (1) Portable Sign may be allowed for each business in a multiple-Occupancy Development provided</p>	Notwithstanding any other provision of this Bylaw to the contrary, Portable Signs shall not be allowed in any Residential District.
		that no Portable Sign is located closer than 15.0 m (49.2 ft.) to another Portable Sign.	
	Area	All Portable Signs shall be double-faced.	
	Height	All Portable Signs shall exceed a height of 2.5 m (8.2 ft.) above grade.	
	Location	Portable Signs shall not be placed on a Site so as to conflict with or take up space for parking, loading, or walkways.	
	Setbacks	Any support structure for a Portable Sign shall be set back a minimum of 0.5 m (1.6 ft.) from any Site line and no part of a Portable Sign shall encroach	

4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
		onto or overhang an adjacent Site, Road or Lane.	
Projecting Signs			
(see <b>Figure 8a</b> )	General	No more than one (1) Projecting Sign of 0.5 m <sup>2</sup> (5.4 ft <sup>2</sup> ) in size shall be allowed for each frontage of a commercial or Industrial Use.	
	Appearance	All Projecting Signs shall be erected in such a manner that the structural support elements are designed to appear as an integral part of the overall Sign design and concealed such that no angle iron bracing, guy wires, or similar support elements are visible from a Road.	
	Clearance	No Projecting Sign shall project over another Site, a Road, or a Lane.  A Projecting Sign shall have a vertical clearance of a minimum of 3.05 m (10 ft.) from grade.	
Roof Signs			
(see <b>Figure 8a</b> )	General	Roof Signs must be manufactured and erected in such a way that they appear as an architectural feature and they shall be finished in such a manner that the visual appearance from all sides makes them appear to be part of the Building itself.	
	Appearance	No supporting structure for a Roof Sign shall be visible to the	

## 4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
	Setbacks	<p>public unless finished in an aesthetically pleasing manner to the satisfaction of the Development Authority.</p> <p>All Roof Signs shall be set back a minimum of 1.0 m (3.3 ft.) from the edge of the Building on which the Roof Sign is located.</p>	
Wall Signs			
(see <b>Figure 8a</b> )	General	<p>The portion of a wall that can be used for or that can be covered by a Wall Sign on the front of a Building shall be the space defined by the following lower and upper limits:</p> <p>(a) in the case of a Sign proposed above the first Storey:</p> <p>(i) the lower limit shall be the lower limit of the lintel or the window head of the first Storey, but in no case lower than 2.4 m (7.9 ft.) above grade; and</p> <p>(ii) the upper limit shall be the windowsill of the second Storey or, in the absence of any windows on the second Storey, 0.8 m (31.5 inches) above the floor elevation of the second Storey.</p>	
		<p>in the case of a Sign proposed on a one-Storey Building, the upper limit of the portion shall be either:</p> <p>(i) the roofline of a flat-Roofed Building, or, where there is an</p>	

## 4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
		<p>existing majority of Wall Signs that exceed the roofline, the upper limit of such existing Wall Signs, or</p> <p>(ii) a maximum of 0.8 m (31.5 inches) above the line of the eaves, if there is a parapet wall, provided that the Sign does not project above the upper edge of the parapet, or</p> <p>(iii) the line of the eaves.</p>	
	Location	<p>Notwithstanding the General Provisions above, a Wall Sign may be located:</p> <p>(a) below the area defined in General Provisions, <b>paragraph (a) above</b>, provided:</p> <p>(i) the Sign consists of individual letters, symbols, or logos that are directly attached to the Building face,</p> <p>(ii) the Sign states no more than the name of the Building or the principal tenant of the Building, and</p> <p>the Sign Area does not exceed 20% of the Building face below the area defined in General Provisions, <b>paragraph (a) above</b>.</p>	<p>A Wall Sign may be allowed on the side wall of a Building facing a Road where a Development is located on a corner Site provided that the Sign is integrated with the other signage on the Building and is of the same height and width.</p> <p>Any other location for a Wall Sign shall be at the discretion of the Development Authority, who shall have consideration for the aesthetic quality and compatibility of the proposed Wall Sign with adjacent Developments.</p>
		<p>(b) between the second Storey window lintel and the third Storey windowsill, or, in the case of a two-Storey Building, between the second Storey window lintel and</p>	

## 4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
		<p>the Roof or parapet, provided:</p> <ul style="list-style-type: none"> <li>(i) the Sign states no more than the name of the Building or the principal tenant of the Building, and</li> <li>(ii) the Sign Area does not exceed 2.5 m<sup>2</sup> (26.9 sq. ft.), or</li> <li>(c) above the third Storey windowsill, provided: <ul style="list-style-type: none"> <li>(i) the Sign states no more than the name of the Building or principal tenant of the Building, and</li> </ul> </li> </ul> <p>there is no more than one (1) Sign per Building face above the third Storey.</p>	
Inflatable Signs			
(see <b>Figure 8a</b> )	General	<p>One (1) small Inflatable Sign can be placed on an approved Temporary Sign location, and does not require a Development Permit, provided it is, no larger than 5.5 m<sup>2</sup> (59.2 sq. ft.)</p> <p>Larger Inflatable Signs require that a Development Permit be applied for, and approval obtained before installation.</p>	One (1) Inflatable Sign may be located on a Site and must be tethered or anchored so that it is touching the ground surface to which it is anchored.
	Height	The maximum height of an Inflatable Sign shall be the allowed height of a Freestanding Sign for the Site.	
	Location	An Inflatable Sign can only be located on a Site twice in a calendar year and not for longer than 30 consecutive days.	Inflatable Signs cannot be located on the Roof of a structure.

## 4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
Signs in or adjacent to Residential Districts			
	General	Except as provided below, no Sign shall be permitted in Residential Districts except for places of worship, schools or other public institutions.	When, in the opinion of the Development Authority, a proposed Sign in any District adjacent to a Residential District might be objectionable to a resident in the Residential District, the Development Authority may impose such other requirements as they deem necessary, to protect the amenities of the Residential District.
	Home Occupations	An approved Major Home Occupation may display a Sign, not larger than 0.2 m <sup>2</sup> (2 sq. ft.) in the window of the Dwelling.	
	Bed and Breakfast	An approved bed and breakfast may display a Sign, not larger than 0.2 m <sup>2</sup> (2.0 sq. ft.). If outside, the Sign shall be placed in a location that is satisfactory to the Development Authority. Alternatively, the Sign may be displayed from inside a window of the Dwelling.	
	Multi-Unit or Multi-Lot Developments	One (1) Freestanding Sign per Site may be allowed for the purpose of identifying the name of a multi-family Dwelling, a Manufactured Home community, a neighbourhood,	



## 4.21 Sign Regulations

TYPE	ELEMENT	REGULATIONS	ADDITIONAL PROVISIONS
		<p>or a Subdivision, provided:</p> <p>(a) the Sign Area does not exceed 5.0 m<sup>2</sup> (53.8 sq. ft.),</p> <p>(b) the height of the Sign does not exceed 2.0 m (6.6 ft.), and</p> <p>(c) the Sign is not internally illuminated, though it may be lit from the front.</p> <p>(d) Name or number Signs shall have a surface area of no more than 0.3 m<sup>2</sup> (3.0 sq. ft.).</p>	
	Lighting	When an illuminated Sign is located in a District adjacent to a Residential District, the illumination from that Sign shall be deflected away from the Residential District.	
Signs Relating to Institutional Uses			
	General	In any District where a place of worship or a school or another Institutional Use is allowed, one (1) Sign of not more than 5.0 m <sup>2</sup> (53.8 sq. ft.) in area shall be allowed to be erected on the Site occupied by the place of worship, school, or other Institutional Use.	

*4.21 Sign Regulations*

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## PART 5.0 SPECIAL PROVISIONS

*4.21 Sign Regulations*

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*5.1 Applicability*

## 5.1 APPLICABILITY

- (1) The provisions under this Part apply within all Land Use Districts except where directed otherwise.

## 5.2 ABATTOIRS

- (1) Abattoirs Facilities for which an approval, a registration, or an authorization is required pursuant to the Agricultural Operations Act are not regulated by this Bylaw rather by that Act and by the relevant agency pursuant to that Act. Please refer to the Agricultural Operations Act and the Regulations under the Agricultural Operations Act for these Developments.
- (2) Front Setbacks for Manure Storage Facilities shall be as required by the established Right-Of-Way in **Sections 4.2** of this Bylaw. All front Setbacks are measured from the Roadway centerline.
- (3) Other Setbacks shall be as required by the Designated District. Side and Rear Setbacks are measured from Lot or Parcel lines, accordingly.

## 5.3 ALTERNATIVE ENERGY SYSTEMS

- (1) In addition to all other applicable General and Land Use District Regulations, the following provisions shall apply to Alternative Energy Systems developed within all Land Use Districts in the County of Vermilion River.
- (2) Permit required.
  - (a) Alternative Energy Systems (AES) shall require a Development Permit to be issued. An application for an AES shall include the following information where applicable:
    - (i) The manufacturers specifications indicating;
      1. the system's rated output in kilowatts,
      2. safety features and sound characteristics,
      3. type of material used in tower, Blade, and/or rotor Construction,
      4. CSA or ULC approval, if applicable.
    - (ii) Potential for electromagnetic interference;
    - (iii) Nature and function of over-speed controls which are provided;
    - (iv) Specifications on the foundation and/or anchor design, including location and anchoring of any guy wires;
    - (v) Information demonstrating that the system will be used primarily to reduce on-site consumption of non-renewable energy sources such as electricity; natural gas, propane, or similar;
    - (vi) A Site plan indication the location of existing Buildings, improvements, Roads, Lanes, and Public Utilities both on the applicant's Property and all adjacent properties.
- (3) Use.
  - (a) Ground Mounted Solar Collectors shall be regarded as Accessory Buildings for the purposes of this Bylaw and shall be regulated as such.
- (4) Land Use.
  - (a) Alternative Energy Systems are a Discretionary Use in all Land Use Districts within the County of Vermilion River.
- (5) Location.

5.3 Alternative Energy Systems

(a) No aboveground portion of any component of any alternative energy system shall be located in a Front Yard.

(b) Regarding Solar Energy Collection Systems:

(i) Solar Collectors whether Ground or Roof Mounted shall require a Development Permit to be issued.

(ii) Solar Collectors may be installed on the Roof of any Building or may be Ground Mounted in a Rear or Side Yard.

1. If a Roof Mounted Solar Collector requires raising of the top of the collector panel for solar alignment, the raised portion of the collector panel shall not project above the highest roofline by more than 0.3 metres (1 ft.). Projections beyond 0.3 metres (1 ft) shall require application for a Variance.

(iii) Any accessory structure or vegetation on an Abutting Lot or Parcel shall not be located so as to block the Solar Collector's access to solar energy. The portion of a Solar Collector that is protected is the portion which:

1. is located so as not to be shaded between the hours of 10:00 a.m. and 3:00 p.m. by a hypothetical 12-foot obstruction located on the Lot Line; and
2. has an area not greater than one-half of the heated Floor Area of the structure, or the largest of the structures, to be served.

(iv) **sub-paragraph (iii) above**, does not apply to structure or vegetation existing in an Abutting Lot or Parcel at the time of installation of the Solar Energy Collection System, or the effective date of this Bylaw, whichever is later. Said subsection controls any structure erected on, or vegetation planted in, Abutting Lots or Parcels after the installation of the Solar Energy Collection System.

(c) Notwithstanding **paragraphs (a) and (b) above**, the County shall not be responsible for protecting access to solar energy on private land.

(6) Operation

(a) Any alternative energy system shall be operated and shielded so as to prevent any electromagnetic interference. Any system found in violation of this policy shall be required to cease operation until such time as the problem is resolved.

(7) Signage

(a) Brand names or advertising associated with any alternative energy system or the system's installation shall not be visible from any public area, including Lanes, streets, and Highways.



### 5.3 Alternative Energy Systems

- (8) Screening.
  - (a) All alternative energy system shall be located and screened, to the extent possible, by land forms, natural vegetation, or other Landscaping means consistent with the County's General Municipal Servicing Standards, Section H, and the applicable County's Land Use Bylaw regulations to minimize its visual impact on adjacent Development and public areas. Towers and other supporting structure shall be painted a single, neutral, non-reflective, non-glossy color (e. g., earth tones, grey, black) that, to the extent possible, visually blends the system with the surrounding natural and built environments.
- (9) Reclamation.
  - (a) Upon abandonment or termination of any alternative energy system's use, the entire facility and all components associated with the system, including towers or support structures, shall be removed and the Site restored to its pre-Construction condition.
- (10) Compliance.
  - (a) All plumbing, reservoirs, pumps, and other equipment associated with solar or geo-thermal heating or cooling systems shall require plumbing, electrical, and Building permits as required under the Safety Codes Act and must meet all applicable provincial plumbing, electrical, and Building code regulations and any other municipal requirements.
- (11) Other Agencies.
  - (a) No Alternative Energy System that is tied into a grid shall be installed until evidence has been given that the utility has been informed of the customer's intent to install an interconnected customer-Owner generator. A copy of the letter to the applicant's utility is sufficient. No response or evidence of approval from the utility is required. Off-grid systems and grid-tied systems that are not capable of feeding onto the grid with advanced control grid fault protection and disconnect switches covered under the electrical code shall be exempt from the requirement.
- (12) Installation.
  - (a) All alternative energy system shall follow best installation practices to ensure quality and safety of installations.

#### 5.3.1 GEOTHERMAL SYSTEMS

- (a) shall be Closed Loop systems. Open Loop systems (pump & dump) are not allowed.
- (b) must comply with CSA-C448 and subsequent amendments. Exceptions may be allowed, at the discretion of the Development Authority, provided that documented proof be provided that shows that the exception meets or exceeds the CSA-C448 standard.

### 5.3 Alternative Energy Systems

- (c) installations must be stamped by a qualified Professional Engineer registered under the "Engineering, Geological, or Geophysical Professions Act" of the Province of Alberta or have the system and installer certified by the Canadian GeoExchange Coalition (CGC) or other future governing body having jurisdiction within the Province of Alberta.
- (d) Heat-transfer fluids used within a geothermal system shall be of the most environmentally friendly type available at the time of installation such as propylene glycol. In no case may an ethylene glycol-based fluid be used nor shall any flammable or combustible agent such as methanol, ethanol, natural gas, or propane be used.

### 5.3.2 WIND CONVERSION SYSTEMS (WECS), LARGE

- (a) In addition to the requirements set forth in **Part 2** of this Bylaw, all applications for a Development Permit for a WECS shall be accompanied by:
  - (i) at the discretion of the Development Authority, a public participation summary pursuant to Section 2.133.
  - (ii) if applicable, a business registration form;
  - (iii) a fully dimensioned and scaled Site plan showing and labeling the information including the location of overhead utilities on or Abutting the subject Site, contours of the land, and access Roads;
  - (iv) a visual representation including scale elevations, photographs and/or digital information of the proposed WECS showing Total Height, tower height, rotor diameter, colour, and the landscape;
  - (v) the manufacturer's specifications for the Wind Energy Conversion System, including:
    - 1. the system's rated output in kilowatts,
    - 2. safety features and sound characteristics, and
    - 3. type of material used in tower, place, and/or rotor Construction.
  - (vi) an analysis of the potential for noise at:
    - 1. the Site of the installation,
    - 2. the boundary of the Lot containing the Development, and
    - 3. any habitable Dwelling within 2.0 km (1.2 miles) of the subject Site;

### 5.3 Alternative Energy Systems

- (vii) any impacts to the local Road system including required Approaches from public Roads having regard to County standards; and
  - (viii) a preliminary reclamation/decommissioning plan.
- (b) When making an application for a Development Permit for a WECS, the Developer shall provide to the Development Authority appropriate reports and/or approvals from the following:
  - (i) Safety Codes Council
  - (ii) Transport Canada
  - (iii) NavCanada
  - (iv) Alberta Culture and Community Spirit
  - (v) Alberta Electrical Systems Operator
  - (vi) Alberta Energy & Utilities Board
  - (vii) Alberta Environment and Sustainable Resource Development
  - (viii) Alberta Health
  - (ix) Alberta Tourism, Parks and Recreation
  - (x) Alberta Transportation
- (c) Prior to making a decision on an application for a Development Permit for a WECS, the Development Authority shall consider input from:
  - (i) any adjacent Municipality should the proposed Development be located within 2 km (1.2 miles) of the Municipality; and
  - (ii) landowners within 2 km (1.2 miles) of the proposed Development.
- (d) In order to obtain input from landowners, the Development Authority shall hold a public meeting after advertising it in accordance with the requirements for Public Hearings in this Bylaw.
- (e) Should a WEC discontinue producing power for a minimum of two (2) years, the WECS operator shall be required to provide a status report to the Development Authority. The Development Authority may then require that the WECS be decommissioned. Failure to comply with a decommissioning requirement shall be considered to be a breach of this Bylaw, and subject to the enforcement provisions of Section 5.1 of this Bylaw.
- (f) A WECS shall comply with all the Setbacks related to Roads and Highways that govern the principal Use in the District in which it is located.

### 5.3 Alternative Energy Systems

- (g) Where, in the opinion of the Development Authority, the Setbacks referred to in **paragraph (f) above**, are not sufficient to reduce the impact of a WECS from a Road or Highway, the Development Authority may increase the required Setback.
- (h) A WECS shall be located not less than four (4) times the Total Height of the WECS from a Dwelling on another Parcel of Land.
- (i) A WECS shall be located so that the horizontal distance measured at grade from the outside of the rotor arc to any Lot boundary other than a Road or Highway is at least 7.5 m (24.6 ft.).
- (j) In the case of WECS, Setbacks may be amended from the minimum Setback requirements in the Land Use District in which the WECS is located depending upon the number of WECS in a group and the proximity of the WECS to any existing Dwelling.
- (k) The minimum vertical Blade Clearance from grade shall be 7.4 m (24.3 ft.) for a WECS employing a Horizontal Axis Rotor unless otherwise required by the Development Authority.
- (l) To ensure public safety, the Development Authority may require that:
  - (i) a secure Fence not less than 1.8 m (5.9 ft.) in height with a lockable gate surround a WECS tower if the tower is climbable or subject to vandalism that could threaten tower integrity;
  - (ii) no ladder or permanent tower access device be located less than 3.7 m (12.1 ft.) from grade;
  - (iii) a locked device be installed on the tower to preclude access to the top of the tower; and
  - (iv) such additional safety mechanisms or procedures be provided as the Development Authority may consider reasonable and appropriate.
  - (v) The use of tubular towers, with locked door access, may, at the sole discretion of the Development Authority, make unnecessary the above requirements.
- (m) All power lines on the Site of a WECS to the power grid or a power substation will be underground except where the Development Authority specifically approves overhead or above grade installations.
- (n) Unless otherwise required by the Development Authority, a WECS shall be finished in a non-reflective matte and in a colour which minimizes the obtrusive impact of a WECS to the sole requirements of the Development Authority.
- (o) No lettering, advertising or other symbol shall appear on the towers or Blades. On other parts of the WECS, the only lettering or symbol allowed will be the manufacturer's and/or Owner's

5.3 Alternative Energy Systems

identification or symbol and then, only upon the approval of and at the sole discretion of the Development Authority.

- (p) The Development Authority may approve a WECS on a case-by-case basis having regard for:
  - (i) information provided in the application;
  - (ii) the proximity of the proposed Development to other Land Uses;
  - (iii) the cumulative effect of all WECS approved or proposed in the area;
  - (iv) underlying utilities; and
  - (v) information received from the circulation of the application and from the public.
- (q) A letter of credit may be required to address the decommissioning and reclamation of Sites should a location be taken out of service. The amount of security and term will be reviewed on a case-by-case basis to determine reclamation costs.

### 5.3.3 WIND CONVERSION SYSTEMS (WECS), MICRO

- (a) Notwithstanding any other provision in this Land Use Bylaw, Micro Wind Energy Conversion Systems, which are systems which have a rated capacity of less than 0.5 kW, may only be Roof-mounted or ground-mounted within a Side or Rear Yard.
- (b) Micro Wind Energy Conversion Systems shall be required to conform to Setback requirements for accessory Buildings.
- (c) Maximum height shall be the maximum height provisions that apply within the District in which the Micro Wind Energy Conversion System is located.
- (d) One Micro Wind Energy Conversion System is allowed per Lot. A second system may be permitted at the discretion of the Development Authority if the applicant can demonstrate that there is adequate room on the Site.

### 5.3.4 WIND CONVERSION SYSTEMS (WECS), SMALL

- (a) Small Wind Energy Conversion Systems shall only be allowed as accessory Developments.
- (b) For Property sizes between 0.1 ha (0.25 ac.) and 0.2 ha (0.5 ac.) the Wind Turbine Tower Height shall be limited to 25.0 m (82.0 ft.). For Property sizes of 0.2 ha (0.5 ac.) or more, there is no limitation on Wind Turbine Tower Height, subject to the Setback requirements below, and provided that the application includes evidence that the proposed height does not exceed the height recommended by the manufacturer or any distributor of the system.

### 5.3 Alternative Energy Systems

- (c) The turbine base shall be no closer to the Property Line than the height of the Wind Turbine Tower, and no part of the system structure, including guy wire anchors, may extend closer than 3.0 m (9.8 ft.) to the Property boundaries of the installation Site. Additionally, the outer and innermost guy wires must be marked and clearly visible to a height of 2.0 m (6.6 ft.) above the guy wire anchors. The Development Authority may waive Setback requirements from adjacent properties if such adjacent Property Owner agrees to grant an Easement binding on current and future Owners.
- (d) The mean value of the sound pressure level from small wind energy systems shall not exceed more than 6 decibels (dBA) above background sound, as measured at the exterior of the closest neighbouring inhabited Dwelling (at the time of installation or during operation), for wind speeds below 10 m per second (22 mph) and except during short-term events such as utility outages and/or severe wind storms.
- (e) Development Permit applications for small wind energy systems shall be accompanied by standard drawings of the wind turbine structure, including the tower, base, footings, anchoring method and drawn to scale. An engineering analysis of the Wind Turbine Tower showing compliance with the International Building Code and certified by a licensed professional mechanical, structural, or civil engineer shall also be submitted. Documentation of this analysis supplied by the manufacturer shall be accepted.
- (f) Small wind energy systems must comply with applicable air traffic safety regulations. A statement on compliance by the applicant is sufficient. Transport Canada must be notified of the location (latitude and longitude) and height of all wind turbine installations through the aeronautical clearance application process. Small Wind Turbine Towers shall not be artificially lit except as required by NavCanada.
- (g) Building permit applications for small wind energy systems shall be accompanied by a line drawing of the electrical components in sufficient detail to allow for a determination that the manner of installation conforms to existing electrical codes. This information is frequently supplied by the manufacturer.
- (h) No small wind energy system that is tied into a grid shall be installed until evidence has been given that the utility has been informed of the customer's intent to install an interconnected customer-Owner generator. A copy of a letter to the applicant's utility is sufficient. No response or evidence of approval from the utility is required. Off-grid systems and grid-tied systems that are not capable of feeding onto the grid with advanced control grid fault protection and disconnect switches covered under the electrical code shall be exempt from the requirement.
- (i) One Small Wind Energy System is allowed per single detached Dwelling on a Lot.

### *5.3 Alternative Energy Systems*

- (j) A letter of credit may be required to address the decommissioning and reclamation of Sites should a location be taken out of service. The amount of security and term will be reviewed on a case-by-case basis to determine reclamation costs.

## 5.4 AUTO WRECKERS AND SALVAGE YARDS

- (1) Notwithstanding any other provisions of this Bylaw, Auto Wreckers and Salvage Yards shall be screened from adjacent properties by a solid perimeter Fence of at least 2.0 m (6.5 ft.) in height, and not more than 5.0 (16.25 ft.), with no material piled higher than the height of the perimeter Fence, and a Setback of 1.5 m (5 ft.), which shall be maintained free of obstructions at all times.
  - (a) the perimeter Fence shall not be located in the required Front Yard.
    - (i) the required Front Yard shall be used for no other purpose than Landscaping and necessary access driveways to the Site.
  - (b) all Landscaping shall meet County Standards to the satisfaction of the Development Authority.
  - (c) Storage of debris, equipment, and other materials shall not be permitted in the perimeter Setback.
- (2) As a condition of approval for an Auto Wrecker and Salvage Yard, the Development Authority may impose restrictions on:
  - (a) hours of operation;
  - (b) siting of machinery and facilities; and/or
  - (c) any other feature of the Development, so as to mitigate the impact noise on adjacent properties and Developments.
- (3) No Auto Wrecker or Salvage Yard facility, including the storage and stockpiling of Vehicles, Refuse, or any materials, shall be located so as to cause contamination of adjacent properties or environmental features or natural resources, such as water bodies or agricultural lands.



## 5.5 CAMPGROUNDS AND CAMPSITES

- (1) A Site Development Plan, or at the request of the Development Authority an Area Structure Plan, prepared by a Registered Professional Planner (RPP) shall be submitted and approved by the Development Authority prior to submitting a Development Permit application for a Campground proposal that will ultimately exceed twenty (20) Campsites and/or Cabins or is located on a Parcel greater than 2.0 ha (5 ac). The Site Development Plan shall include detailed plans and specifications (e. g., servicing, traffic, environmental considerations, etc.) for the initial stage, as well as any subsequent stages of Development for the entire tract of land. **(see Figure 9)**
- (2) A minimum of 10% of the gross Lot area of the Campground shall be set aside for a common recreation area and shall be developed and maintained as a park, playground or other useable Open Space. No portion of any other Use and/or facility shall be included in this area.
- (3) Campsite and visitor Parking Spaces shall be provided within a Campground area, subject to **Section 4.15** of this Bylaw to the satisfaction of the Development Authority.
- (4) All Campgrounds shall be provided with safe and convenient vehicular access and a second emergency access, and all Roadways within a Campground shall be of a surface and standard acceptable to a Development Officer for the purposes of accommodating emergency, fire and Maintenance Vehicles.
- (5) Within a Campground Development, the Roadway system will be sensitive to the topography and Site characteristics and shall be visibly “signed” to avoid confusion and minimize hazards.
- (6) All Campsites shall be accessible by means of an access at least 3.0 m (9.8 ft.) in width where the access is for one-way traffic, or at least 6.0 m (19.7 ft.) in width where the access is for two-way traffic.
- (7) Trees and natural vegetative cover shall not be removed without an approved Development Permit or Development concept plan. The Development Authority may prevent the removal of trees or shrubs adjacent to environmentally sensitive areas.
- (8) Any adjoining residential area(s) shall be screened by a solid Fence or year-round vegetation with a minimum height of 2.0 m (6.6 ft.), to the satisfaction of the Development Authority.
- (9) Fires shall only be permitted in facilities which have been provided for such purpose or where open fires are allowed by the County’s fire department.
- (10) Fireplaces, fire pits, charcoal and other barbeque equipment, wood burning stoves, or any other cooking facilities shall be located, constructed, maintained and used to minimize fire hazard and smoke Nuisance in the Campground and the neighbouring properties.
- (11) Fire extinguishers capable of dealing with electrical and wood fires shall be kept in all service Buildings.

### 5.5 Campgrounds and Campsites

- (12) A suitable access and egress shall be provided so that every Campground may be readily serviced in emergency situations. Twenty-four (24) hour emergency communication service (e.g. telephones) shall be provided.
- (13) Pedestrian walkways having a width of not less than 1.2 m (3.9 ft.) shall be provided from Campground Stalls to all service Buildings, facilities, Refuse collection areas and recreation areas. The walkways shall be well drained, well lighted, and the surface shall be constructed to a standard to the satisfaction of the Development Authority.
- (14) The storage, collection and disposal of solid Waste in Campgrounds shall be so conducted as to create no health hazards, rodent harborage, insect breeding areas, or accident or fire hazards. Individual or grouped Refuse containers must be screened to the satisfaction of the Development Authority.
- (15) Campgrounds with less than twenty (20) Campsites and no permanent Cabins shall be required to provide sewage disposal and water service facilities to the satisfaction of the Development Authority.
- (16) Campgrounds with more than twenty (20) Campsites and with permanent Cabins shall provide on-site services as follows:
  - (a) A water supply system shall be provided for each Campsite designed to accommodate the Campground user occupying a self-contained Recreational Vehicle or a Cabin and shall be connected to a community water supply system. The water system for a Campground shall be constructed to the satisfaction of the County Engineer and the Development Authority in accordance with all applicable Provincial and County regulations.
  - (b) Alternatively, a Campground may provide one or more easily accessible supply outlets for filling potable water storage tanks. The water supply outlets shall be located within 100.0 m (328.1 ft.) of the Campsites. The water supply outlets shall be constructed to the satisfaction of the County Engineer and the Development Authority in accordance with all applicable Provincial and County regulations.
  - (c) An adequate and safe sewage disposal system shall be provided in a Campground for each Campsite designed to accommodate the Campground user Occupying a self-contained Vehicle or Cabin and shall be connected to a community sewage system and/or sanitary dumping station, to the satisfaction of the Development Authority. The sewage disposal system in a Campground shall be constructed to the satisfaction of the County Engineer and the Development Authority and shall comply with all applicable Provincial and County regulations, and shall be maintained to the standards of the regulatory approvals.
  - (d) A Campground shall be provided with sanitary dumping stations in the ration of one for every one hundred Recreational Vehicle spaces or fractional part thereof. The sanitary dumping stations shall be designed and maintained to County regulations and standards to the satisfaction of the County Engineer and the Development Authority. Each station shall provide a

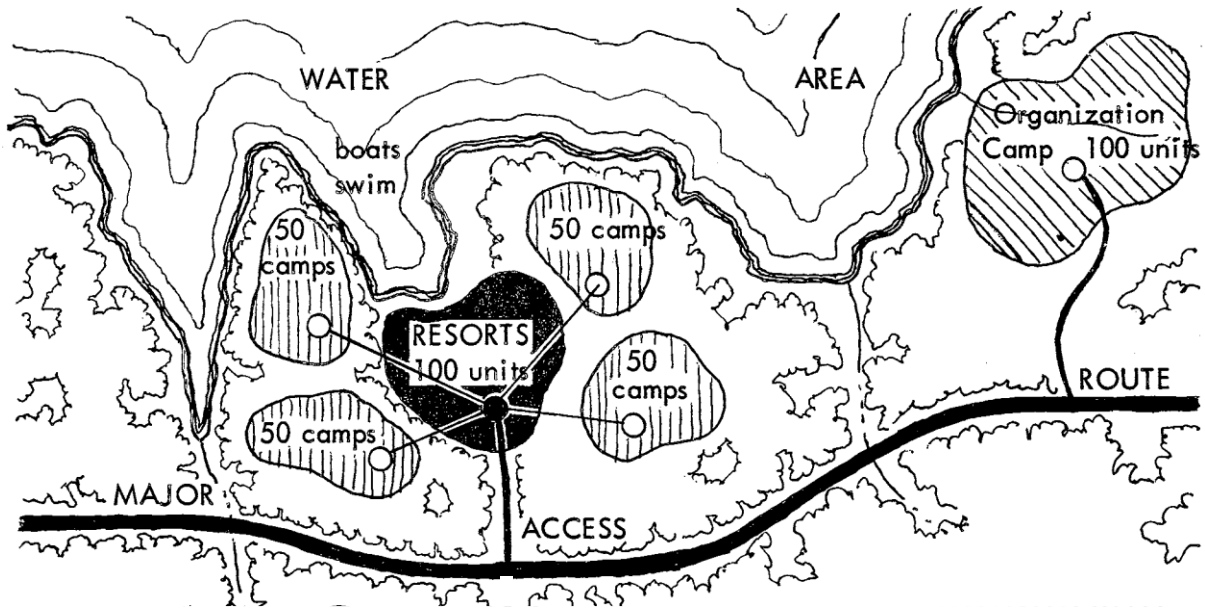
5.5 Campgrounds and Campsites

water outlet, with the necessary appurtenances connected to the water supply system to permit periodic wash down of the immediate adjacent areas. A Sign shall be posted near the water outlet indicating that this water is for flushing and cleaning purposes only. Sanitary stations shall be separated from any Campsite or Cabin by a distance of not less than 20.0 m (65.6 ft.).

- (e) In no case shall less than one (1) toilet and lavatory be provided for each sex for every ten (10) Campsites.
- (17) Campgrounds, containing Campsites, Cabins, Hotels and/or Motels are considered temporary occupancies, and consequently, the maximum Occupancy is two hundred and forty (240) days per calendar year.
- (18) The minimum size for a tenting Campsite shall be:
  - (a) 7.5 m (24.6 ft.) in width;
  - (b) 18.3 m (60.0 ft.) in depth; and
  - (c) 213 m<sup>2</sup> (2292.7 sq. ft.) in area.
- (19) The minimum size for a Recreation Vehicle/travel Trailer or Cabin Campsite shall be:
  - (a) 10.0 m (32.8 ft.) in width
  - (b) 25.0 m (82 ft.) in depth; and
  - (c) 250 m<sup>2</sup> (2691 sq. ft.) in area.
- (20) A Recreational Vehicle/travel Trailer on a Campsite shall be separated a minimum of 3.0 m (9.8 ft.) from:
  - (a) another Recreational Vehicle/travel Trailer on an adjacent Site;
  - (b) other structures; and
  - (c) an Interior Roadway.
- (21) All Campsites shall be required to provide an acceptable form of ground cover to prevent erosion.

5.5 Campgrounds and Campsites

Figure 9. Typical Campground/Campsite Layout.



## 5.6 CONFINED FEEDING OPERATIONS AND MANURE STORAGE FACILITIES

- (1) Confined Feeding Operations and Manure Storage Facilities for which an approval, a registration, or an authorization is required pursuant to the Agricultural Operations Act are not regulated by this Bylaw rather by that Act and by the Natural Resources Conservation Board pursuant to that Act. Please refer to the Agricultural Operations Act and the Regulations under the Agricultural Operations Act for these Developments.
- (2) Front Setbacks for Manure Storage Facilities shall be as required by the established Right-Of-Way in **Sections 4.2** of this Bylaw. All front Setbacks are measured from the Roadway centerline.
- (3) Other Setbacks shall be as required by the Designated District. Side and Rear Setbacks are measured from Lot or Parcel lines, accordingly.

## 5.7 COMPOST FACILITIES AND LANDFILLS

- (1) All relevant provincial authorizations shall be in place prior to commencement of operation.
- (2) Hours of public access and hours of operation for heavy machinery shall be restricted to between 7:00 a.m. and 11:00 p.m.
- (3) Litter catchment Fences, satisfactory to the Development Authority, shall be placed immediately downwind (from the generally prevailing winds) of any working face to capture litter.
- (4) Perimeter fencing, consisting of a continuous chain-link Fence or similar material with appropriate gate or gates and satisfactory to the Development Authority, shall be placed around the working area for security purposes. Any gates shall be closed and locked when the compost facility or Landfill is not open to the public.
- (5) The applicant shall adopt a program satisfactory to the Development Authority to retrieve litter that accumulates on Site or any litter that escapes from the Site.
- (6) If the working area would be visible from a Road, there must be a visual Buffer satisfactory to the Development Authority between the Road and the working area to reduce visibility. The Buffer may consist of a soil Berm and/or a tree shelterbelt and may be either natural or constructed.
- (7) The Site shall be manned when open to the public.
- (8) The applicant shall submit a reclamation and closure plan on terms acceptable to the Development Authority.
- (9) The Developer shall enter into a Development agreement with the County which, in addition to the matters indicated in Section 655(1)(b) of the Act, shall deal with:
  - (a) routing of any traffic that accesses the Development,
  - (b) Road Maintenance, including dust control,
  - (c) directional signage, and security for the above, and for compliance with the conditions of the Development Permit.
- (10) Landfills
  - (a) In addition to the requirements of **this Section**, the Developer of a Landfill shall ensure that Waste deposited in the working area is promptly compacted and covered to minimize odour and to minimize wind blowing litter.
- (11) Redistricting
  - (a) In addition to the other requirements of this Bylaw, prior to Council approving an amendment to this Bylaw changing land within the County to the LC District, the applicant may be required to submit an Environmental Site Assessment and a hydrogeological report relating to the proposed Use and the environmental conditions of the Site.

## 5.8 DAY USE AND PICNIC AREAS

- (1) A sufficient number of picnic tables, fire pits and Garbage cans shall be provided to accommodate the design capacity of the Site. Exact numbers of such facilities shall be at the discretion of the Development Authority.
- (2) Day Use and picnic facilities shall be designed and landscaped in order to minimize disturbance to the natural environment and to protect heavy Use areas from damage.
- (3) Where the day Use area directly adjoins a residential Development, adequate Screening or fencing, to the satisfaction of the Development Authority, will be required between the Uses.
- (4) Parking Areas should be physically separated from the rest of the day Use or picnic areas by Landscaping or natural vegetation Buffers.

## 5.9 DWELLING AND BUILDING CONVERSION STANDARDS

- (1) The standards in this Section shall apply to the Conversion of Dwellings and Buildings located within all Districts.
- (2) All Dwelling and Building Conversion activities of existing Buildings, including those listed in **Section 5.22**, being used or to be used for Non-Residential Use(s) or Buildings being used or to be used for Residential Use(s) require that a Development Permit be issued for Discretionary Use, in accordance to the requirements of this Bylaw.
- (3) A Use and Occupancy Permit, subject to the provisions in **Section 2.17** of this Bylaw, is required prior to Occupancy of a Building Conversion.
- (4) Building Conversion for Residential Uses
  - (a) Dwelling and Building Conversions for Residential Use shall meet all applicable requirements for Residential Construction in accordance to the Alberta Building Code and the Safety Codes Act regulations.
  - (b) Building Conversion of an existing Dwelling or Non-Residential Use Building to accommodate not more than three (3) Households, provided that the exterior design of structure is not changed from the character of a Single-Family Dwelling and further provided that each Dwelling Unit resulting from such conversion, shall comply with all applicable Residential Use regulations for the Designated District in which the Building Conversion Lot or Parcel is located, except where the Building is Non-Conforming with respect to one or more of the minimum requirements in this Bylaw.
  - (c) The gross Floor Area of the Building shall not be increased more than five percent (5%) over that which existed prior to the Building Conversion.



## 5.10 HOME OCCUPATIONS

- (1) The following regulations shall apply to Home Occupation, Major and Home Occupation, Minor Uses, as defined within this Bylaw, within all Districts that allow for the Use.
- (2) All Development Permits issued for Home Occupations shall be revocable at any time by the Development Authority, if, in its opinion, the Use is or has become detrimental to the amenities of the neighbourhood in which it is located.
- (3) A permit issued for a Home Occupation is valid for one year or longer as determined by the Development Authority.
  - (a) It is the obligation of the Developer to seek renewal of a Development Permit prior to the expiry of the time period for which the initial permit was issued. The Development Authority shall consider the renewal on its merits.
- (4) A stop order may be issued at any time if, in the opinion of the Development Authority, the operator of the Home Occupation has violated any provision of this Bylaw or conditions of the approval of the Development Permit.
- (5) General Regulations
  - (a) All Home Occupations shall comply with the following requirements:
    - (i) When a Development Permit is issued for a Home Occupation, such permit shall be terminated should the applicant vacate the Property for which the permit has been issued.
    - (ii) Home Occupations shall not involve:
      1. activities that use or store hazardous material in quantities exceeding those found in a normal Household; or
      2. any Use that would, in the opinion of the Development Authority, materially interfere with or affect the Use, enjoyment or value of neighbouring properties.
    - (iii) Home Occupations shall not generate Offensive noise, vibrations, smoke, dust, odour, heat, glare, electrical, or radio disturbances, which are detectable beyond the boundary of the Lot or Parcel on which the Home Occupation is located.
    - (iv) Notwithstanding the provisions under **Section 4.21** of this Bylaw, advertising signs for Home Occupations may be limited in size and number at the discretion of the Development Authority.

5.10 Home Occupations

- (v) The Home Occupation Use shall not involve the display or storage of goods or equipment upon or inside the Premises such that these items are exposed to public view from the exterior.
  - 1. additional Buffering or Screening requirements may be established by the Development Authority, at its sole discretion.
- (vi) Home Occupations shall not generate an increasing demand on one or more utilities (water, sewer, electricity, telephone, Garbage, etc.) such that the combined total consumption for a Dwelling and its Home Occupation substantially exceeds the average for the designated Residential Use within the area.
- (vii) No Home Occupation Use requiring electrical or mechanical equipment shall cause a substantial fire rating change in the structure or the area in which the Home Occupation is located.
- (viii) Within Residential Districts, no more than one (1) Commercial Vehicle, up to the size of a tandem Truck, which is used in conjunction with the Home Occupation, shall be parked or maintained on the Site.
  - 1. The Parking Space for the Commercial Vehicle shall be either within a Garage or adequately screened and sited behind the Main Building to the satisfaction of the Development Authority.
- (ix) Within Non-Residential Districts, not more than four (4) Commercial Vehicles, each with one (1) accessory Trailer, which are used in conjunction with a Major Home Occupation, shall be parked or maintained on the Site.
  - 1. The Parking Space for the Commercial Vehicle shall be either within a Garage or adequately screened and Sited behind the Main Building to the satisfaction of the Development Authority.

(6) Minor Home Occupations Additional Regulations

- (a) In addition to the requirements of **Section 5.10(5) above**, a Minor Home Occupation shall comply with the following regulations:
  - (i) A Minor Home Occupation shall not Occupy more than 20% of the gross Floor Area or 30 m<sup>2</sup> (323 sq. ft.) of the Main Building, whichever is greater.
  - (ii) Except where otherwise expressly allowed within this Bylaw, there shall be no outdoor business activity or Outdoor Storage of material or equipment associated with a Minor Home Occupation on the Site.

5.10 Home Occupations

1. Storage related to a Minor Home Occupation shall be accommodated either within the Dwelling or Accessory Buildings.
2. Storage related to a Minor Home Occupation shall not cause the Minor Home Occupation to exceed the total area established in **sub-paragraph (i) above**.

(iii) Up to five (5) business visits per day are allowed.

(iv) Exterior alterations or additions to accommodate a Minor Home Occupation shall not be allowed.

(v) A Minor Home Occupation shall not employ any Person on Site other than the Occupants of the Dwelling.

(7) Major Home Occupations Additional Regulations

(a) In addition to the requirements of **Section 5.10(5) above**, a Major Home Occupation shall comply with the following regulations:

(i) The number of non-resident employees working on Site shall not exceed two (2).

(ii) Except where otherwise expressly allowed within this Bylaw, up to ten (10) business visits per day are allowed in the Agricultural (A), Industrial (M), and Business (B) Districts. In all other Non-Residential Districts, up to eight (8) business visits per day are allowed.

(iii) Any interior or exterior alterations or additions to accommodate a Major Home Occupation require that a Development Permit be issued under the provisions of this Bylaw, and such alterations shall comply with this Bylaw and the Alberta Safety Codes thereunder.

(iv) Except where otherwise expressly prohibited within this Bylaw, at the sole discretion of the Development Authority, and provided that all other requirements are met, Major Home Occupations may Occupy large, Shop-type Buildings in which Trucks are parked, or contain Uses that under other circumstances would be considered Rural Commercial Uses.

(8) Regarding Bed and Breakfast and Guest Ranch Operations

(a) Bed and Breakfast Establishment or a Guest Ranch is considered a Major Home Occupation, and shall, in addition to the regulations in **Section 5.10(7) above**, comply with the following regulations:

*5.10 Home Occupations*

- (i) A Bed and Breakfast Establishment or Guest Ranch shall not change the principal character or external appearance of the Dwelling containing the Use and shall have a maximum of three (3) guest sleeping Units.
- (ii) Cooking facilities shall not be located within the sleeping Units.
- (iii) All facilities shall meet public health regulations.
- (iv) In addition to any other parking requirements in **Section 4.15** of this Bylaw, one (1) additional Off-Street Parking Space shall be provided for each sleeping Unit.
- (v) A Bed and Breakfast Establishment or Guest Ranch shall be operated by a live-in Owner(s) and no more than two (2) paid assistants.

## 5.11 INCLUSIONARY HOUSING REQUIREMENTS

- (1) The purpose of the provisions under this Section is to provide and preserve affordable housing stock within the County by encouraging greater diversity of housing opportunities that meet the needs of a changing and diverse population.
- (2) Provision of Affordable Housing Units consistent with applicable provincial regulations and the provisions of this Section shall be a condition of approval of Subdivision or Development applications for Multi-Unit Developments within Designated Districts.
- (3) Where an action of the County increases the value of a residential Property, by permitting higher Density for instance, or reduces an Owner or Developer expense, by granting a waiver or Variance from normal standards, for instance, the County should receive a benefit, such as some type of Affordable Housing, in return. Further, the County should refrain from actions, which increase value, or reduce expenses, unless it does receive such a benefit.
- (4) Development of on-site Affordable Units for rent or purchase:
  - (a) A one-for-one Density Bonus shall be awarded for construction of on-site Affordable Housing Units.
  - (b) The developer must provide a mix of two and three bedroom Units, with a minimum of fifty-percent (50%) of the Units as three bedroom units and in a combination of Unit types as approved within a Site Development Plan, or at the request of the Development Authority an Area Structure Plan, prepared by a Registered Professional Planner (RPP).
  - (c) Smaller and larger unit sizes shall be provided as an option, based on local housing needs and project character, at the discretion of the Subdivision and/or Development Authority.
- (5) Inclusionary Housing Units developed as Affordable Housing shall remain affordable for an indefinite period through the controls on rental levels or the resale value as registered in a first right caveat in title, consistent with federal and provincial regulations, as outlined below:
  - (a) Inclusionary Housing Units (which are produced by some form of public assistance as Affordable Housing) rent or sale price must not exceed eighty-five percent (85%) of market value and the Unit must be bought or rented to a household that earns eighty percent (80%) or less of the median income for their household size within the County.
  - (b) Inclusionary Housing Units (which are produced by homeowners as Affordable Housing) rent or sale price must not exceed eighty-five percent (85%) of market value and the Unit must be bought or rented to a household that earns eighty percent (80%) or less of the median income for their household size within the County.
- (6) Further to **Section 5.11(5) above**, the ability of target income groups to rent or purchase should primarily determine the appropriate affordability rental levels or resale value and indices of inflation should be only a secondary factor in this determination.

## 5.11 Inclusionary Housing Requirements

- (7) A Developer may use one of several alternatives for providing Inclusionary Housing Units as Affordable Housing on or off the Site. The following four alternatives are considered equivalent and the listing implies no priority among them. At least ten percent (10%) of the Units in a Lot or Parcel of land or Multi-Unit Development subject to this Bylaw shall be established as Affordable Housing Units in any one or combination of methods provided for below:
- (a) 5% Low-income Units to be rented by eligible Households; or
  - (b) 15% Low-income Units to be purchased or rented by eligible Households; or
  - (c) 25% Moderate income Units to be purchased or rented by eligible Households; or
  - (d) 40% Middle income Units to be purchased by eligible Households; or
  - (e) After efforts to provide the type of housing Units indicated above have proven fruitless, and subject to the execution of a Development agreement, the County may consider the following:
    - (i) Where no Units have been provided, a one hundred percent (100%) financial contribution made in lieu of providing required Units equal to 3% of market sale price of all Units shall be required.
    - (ii) Where less than half of the required Units are provided, a fifty percent (50%) financial contribution made in lieu of providing required Units equal to 1.5% of market sale price of all Units shall be required.

Table 5. Affordability Level of 30% of Monthly Income.

Income Level	4-Person Household Affordability Range
<b>Extremely Low</b>	10%-30% MI*
<b>Very Low</b>	40%-50% MI*
<b>Low</b>	60%-80% MI*
<b>Moderate</b>	90%-120% MI*
<b>Middle</b>	130%-160% MI*
<b>High**</b>	+170% MI*

\* Median Income is the combined average Household income for the entire County of Vermilion River. This is a general guide; actual numbers may vary and should be calculated to meet federal or provincial affordability requirements.

\*\*High Income is not an actual Affordable Housing category and is used here simply for illustration purposes.

## 5.12 LICENSED CANNABIS PRODUCTION AND/OR PROCESSING, STORAGE, OR DISTRIBUTION FACILITY AND/OR PREMISES

- (1) The purpose of **this Section** is to provide for desirable compatibility between Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises and surrounding Land Uses. The mitigation of possible adverse impacts shall be addressed using this section. Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall comply with all County Land Bylaw and policy requirements and any applicable federal and provincial regulations.
- (2) No Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be permitted unless all applicable licensing and approvals have been provided for by the provincial and federal governments.
- (3) Only one (1) Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be permitted on a single title.
- (4) A Site, Lot or Parcel, Building, or structure established, operated, or maintained as a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall comply with the provisions made for in this Section in addition to any other applicable federal, provincial, and municipal regulations as per **Section 1.3** of this Bylaw. Non-compliance to the previous may be abated as provided for in **Section 1.13** of this Bylaw. This is not exclusive and shall not prevent the County from exercising any other remedy available under the law, nor shall the provisions of **this Section** prohibit or restrict other federal or provincial law or County policy to be enacted upon.
- (5) When provided for within this Bylaw, in addition to the regulations in the Designated District that provides for the Use, the provisions under **this Section** and **Section 4.12** shall apply to all Licensed Cannabis Production and/or Processing, Storage, or Distribution Facilities and/or Premises within the County of Vermilion River.
  - (a) All Development Permit applications for Licensed Cannabis Production and/or Processing, Storage, or Distribution Facilities and/or Premises shall comply with the provisions established in **Section 2.7** of this Bylaw.
- (6) Applicability
  - (a) The provisions under **this Section** shall apply to:
    - (i) The Use of land, Lot or Parcel and Buildings or structures for the production, storage, and distribution of Cannabis as defined and regulated under the *Cannabis Act*, as amended or as regulated under any subsequent legislation that may be enacted in substitution.

### 5.12 Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (ii) Buildings or structures and Accessory Uses to Permitted or Discretionary Uses in connection with a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises.

#### (7) Application Requirements

- (a) A copy of the submitted license application for the Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be provided to the Development Authority before a Temporary Development Permit in support of an application can be issued.
  - (i) The Development Authority may issue a Temporary Development Permit not to exceed eighteen (18) months for a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises license application that complies with the provisions of this Bylaw.
  - (i) Should the application period for a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises license application exceed eighteen (18) months, the Development Authority may, at its sole discretion, extend the Temporary Development Permit, if it is requested by the applicant, to an additional thirty (30) days to a maximum of 2 extensions.
- (b) A copy of the current license for a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be provided to the Development Authority before a Development Permit for a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises can be issued.
- (c) The Development Permit for a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be limited as follows:
  - (i) The first Development Permit shall not exceed a 3-year term.
  - (ii) Any subsequent Development Permit shall not exceed a 5-year term.
- (d) Issuance of an Occupancy Permit is required for all structures associated with a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises.
- (e) The Development Authority may require an applicant for a Development Permit for a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises to have any or all of the following information be prepared by a qualified professional and have it included with the application:
  - (i) Waste Management Plan
  - (ii) Environmental Assessment



### 5.12 Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (iii) Traffic Impact Assessment
- (iv) Water/Wastewater Report
- (v) Storm Water Management Plan
- (vi) Any additional study or assessment necessary to address specific concerns at the discretion of the Development Authority.

(f) Site Plan Requirements

- (i) All applications shall include a Site plan. Said Site plan shall be a detailed and scaled drawing, as per the General Municipal Servicing Standards, showing the locations and dimensions of the areas to be used for the sale and storage of Cannabis material and products. Such areas will be referred to as Areas for Cannabis Materials/Products.
  - 1. The areas for the sale and storage of Cannabis material shall be limited to and must conform to the submitted Site plan included in the permit application. Said Site plan will be referred to as the original Site plan.
  - 2. The original Site plan shall not be amended to add additional Areas for Cannabis Materials/Products without the approval of a new application by the Development Authority.
    - a. A copy of the current or amended license for the Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be provided to the Development Authority before a Permit can be issued.

- (ii) Include proposed Landscaping, loading, and Parking Areas.

(8) Licensed Cannabis Production and/or Processing, Storage, or Distribution Facilities and/or Premises:

- (a) shall maintain the neighbourhood characteristics and appearance.
- (b) shall be designed and located to minimize any impacts on the natural environment.
- (c) shall have no Outdoor Storage of goods, material, or supplies.
- (d) shall contain Garbage containers and Waste materials within an enclosed Building.
- (e) shall secure solid waste material in accordance with applicable provisions under the Cannabis Act, until disposed of or destroyed in accordance with the regulations.
- (f) shall meet all requirements for said facilities (such as but not limited to security and Premises) as may be required under the Cannabis Act.

### 5.12 Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (g) shall minimize any exposure or disturbance to the surrounding area including, but not limited to, dust, pollution, noise, odour, or any other related Land Use Nuisance effects.
- (h) the Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall operate in a manner that does not constitute a Nuisance as defined under the Land Use Bylaw or any other bylaw and/or policy approved by the County.

#### (9) Separation Requirements

##### (a) For the purposes of **this Section**:

- (i) A Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises Site means the Lot(s) or Parcel(s) on which the Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises is located or is proposed to be located.
  - (ii) A School Site, for the purposes of this Section, means the Lot(s) or Parcel(s) on which either a day care or a Public Education Facility is situated, including those wherein “Institutional” is listed as a Permitted Use.
  - (iii) A Health Care Facility Parcel means the Lot(s) or Parcel(s) on which either a provincial health care or a public health care facility is situated, including those Lots or Parcels wherein “Public or Semi-Public Use” is listed as a Permitted Use.
  - (iv) School Reserve and Municipal School Reserve shall have the meaning given to the in the Municipal Government Act, as amended.
  - (v) A Residential Parcel, for the purposes of this Section, means any Parcel wherein a “Dwelling” is listed as a Permitted Use excepting those wherein a “Dwelling Unit” is listed and described as accessory to a/the Use or accessory to the principal Use.
  - (vi) A Place of Public Use means those parts of land, a Building, street, waterway or other location that are accessible or open to Persons under the age of 18 years, whether on a continuous, periodic or occasional basis, and includes any commercial, business, cultural, historical, educational, religious, governmental, entertainment, recreational, or other place that is accessible or open to the public on such a basis, including the meaning of Public Place in the *Cannabis Act*.
- (b) A Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises Site shall meet the minimum Separation distance of 1,000 m (3,281 ft) between a School Site, Health Care Facility, School Reserve, Municipal School Reserve, another the Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises Site, or any other Place of Public Use usually frequented by Persons under the age of 18 years.

## 6.0 Land Use Districts Regulations

### 5.12 Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (i) The minimum Separation distance shall be established by measuring the shortest distance between the boundary of the Lot or Parcel containing the School Site, Health Care Facility, School Reserve, Municipal School Reserve, another Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises Site, or any other Place of Public Use and the boundary of the proposed Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises Site.

**Amended By  
Bylaw 21-13**

- (c) A Licensed Cannabis Production, Processing, Storage, Distribution Facility, Premises Site or any combination thereof shall either meet a minimum Separation distance of 75 m (246 ft.) from a Dwelling, or meet a minimum Separation distance of 100 m (328 ft.) from any Residential Use (as defined by this bylaw) Lot or Parcel boundary when no Dwelling exists within 150 m (492 ft.).

- (i) The minimum Separation distance shall be established by measuring the shortest distance between the boundary of the Dwelling or Residential Use Lot or Parcel and the boundary of the proposed Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises Site.

#### (10) Development Standards

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
Minimum Lot Area	As required by the Development Authority	Except where the Lot is subject to: <ul style="list-style-type: none"> <li>(a) man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Maximum Lot Coverage	60%	Includes cultivation area (Standard or Micro) and any structures.
Minimum Front Yard	In accordance with the provisions of Section 4.2 of this Bylaw.	Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	In accordance with the provisions of Section 4.2 of this Bylaw.	Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.

## 6.0 Land Use Districts Regulations

### 5.12 Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises

Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	
ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
Maximum Height	10.5 m (34.5 ft.)	Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay. ( <b>Section 7.2.1</b> or where a Variance under <b>Section 2.13</b> has been granted.)
Accessory Buildings	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	A Building or structure used for security purposes for the Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises may be located in the Front Yard and must comply with the required minimum Setbacks.
Minimum Planting Setback	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	
Minimum Setback from a Water Body or Water Course	As provided for in <b>Table 6</b> .	
Parking	Parking and loading requirements for a Licensed Cannabis Retail Sales Establishment shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw, the General Municipal Servicing Standards, and any applicable requirements a under the <i>Gaming, Liquor and Cannabis Act</i> and the <i>Cannabis Act</i> , as amended.	
Signage	Outdoor signage or advertising shall meet requirements under <b>Section 4.21</b> as well as provincial and federal regulations regarding the Use.	
Exceptions	At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, standpipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.	
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.	

### 5.12 Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (11) Additional Regulations
- (a) A Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be the primary use of the Lot(s) or Parcel(s).
  - (b) Licensed Cannabis Production and/or Processing, Storage, or Distribution Facilities and/or Premises must not operate in conjunction with another Use on the same Lot(s) or Parcel(s).
  - (c) Cannabis Products must not be smoked, vaped, ingested, or otherwise consumed on the Premises of a Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises.
  - (d) Licensed Cannabis Production and/or Processing, Storage, or Distribution Facilities and/or Premises must not permit any Person who is a minor, as defined under the Cannabis Act, or as amended, to enter or be in the Licensed Cannabis Production Facility or Premises.
  - (e) Uses, processes, or equipment Owned or contracted, operating on the Premises shall be limited to those that are not objectionable due to odour, dust, bright lights, smoke, noise, or vibration.
  - (f) The Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall meet all requirements for said facilities such as, but not limited to security and Premises, as required under federal and provincial legislation and regulations.
  - (g) All activities related to Licensed Cannabis Production and/or Processing, Storage, or Distribution Facilities and/or Premises shall occur within a fully enclosed stand-alone Building, including but not limited to loading, receiving, and shipping of Cannabis, Cannabis Products, and any other goods, materials, and supplies.
  - (h) A Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises' exterior lighting and noise levels should meet the following:
    - (i) the illumination of Parking Areas, walkways, Signs, and other structures associated with Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be arranged to meet any requirements the Land Use Bylaw or any other bylaw and / or policy approved by the County and any requirements under federal or provincial regulation.
    - (ii) noise from facilities shall not exceed that allowed under the Land Use Bylaw or any other bylaw and/or policy approved by the County and any requirements under federal or provincial regulation.
  - (i) Buffers shall be required for all Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises. Buffers can combine Separation, vegetation, and fencing to mitigate the impacts on Farming and adjacent activities, as per **Section 4.9**.

### 5.12 Licensed Cannabis Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (12) Nonconforming Status
  - (a) Legal nonconforming status of Buildings and Uses shall not apply to Licensed Cannabis Production Facilities.

## 5.13 LICENSED CANNABIS RETAIL SALES ESTABLISHMENTS AND/OR PREMISES

- (1) The purpose of **this Section** is to provide for desirable compatibility between Licensed Cannabis Retail Sales Establishments and surrounding Land Uses. The mitigation of possible adverse impacts shall be addressed using this section. Licensed Cannabis Retail Sales Establishments shall comply with all County Land Use Bylaw and policy requirements and any applicable federal and provincial regulations.
- (2) No Licensed Cannabis Retail Sales Establishments shall be permitted unless all applicable licensing and approvals have been provided for by the provincial and federal governments.
- (3) Only one (1) Licensed Cannabis Retail Sales Establishment shall be permitted on a single title.
- (4) A Site, Lot or Parcel, Building or structure established, operated, or maintained as a Licensed Cannabis Retail Sales Establishment shall comply with the provisions made for in this Section in addition to any other applicable federal, provincial, and municipal regulations as per **Section 1.3** of this Bylaw. Non-compliance to the previous may be abated as provided for in **Section 1.13** of this Bylaw. This is not exclusive and shall not prevent the County from exercising any other remedy available under the law, nor shall the provisions of **this Section** prohibit or restrict other federal or provincial law or County policy to be enacted upon.
- (5) When provided for within this Bylaw, in addition to the regulations in the Designated District that provides for the Use, the provisions under **this Section** shall apply to all Licensed Cannabis Retail Sales Establishments within the County of Vermilion River.
  - (a) All applications shall comply with the provisions established in **Section 2.7** of this Bylaw.
  - (a) Only establishments licensed by the Alberta Gaming, Liquor, and Cannabis Commission (AGLCC) under the *Gaming, Liquor, and Cannabis Act*, as amended will be considered.
- (6) Applicability
  - (a) The provisions under **this Section** shall apply to:
    - (i) The Use of land, Lot or Parcel, Site, Building, or structure established, operated, or maintained as a Commercial Use that involves the sale, offer for sale, and purchase of Cannabis Products and approved Cannabis accessories from licensed Cannabis retailers, and Similar Uses as defined in and in accordance with the *Gaming, Liquor, and Cannabis Act* and the *Cannabis Act*, as amended, or any subsequent legislation that may be enacted in substitution, within the County of Vermilion River.
    - (ii) Buildings or structures and Accessory Uses to Permitted or Discretionary Uses in connection with Licensed Cannabis Retail Sales Establishments.

### 5.13 Licensed Cannabis Retail Sales Establishments and/or Premises

#### (7) Application Requirements

- (a) All applications for Licensed Cannabis Retail Sales Establishment shall comply with County Development standards and regulations in addition to the provisions established in **Part 2** of this Bylaw.
- (b) A copy of the submitted license application for the Licensed Cannabis Retail Sales Establishment shall be provided to the Development Authority before a Temporary Development Permit in support of an application can be issued.
  - (i) The Development Authority may issue a Temporary Development Permit not to exceed sixty (60) days for a Cannabis Retail Sales Establishment license application that complies with the provisions of this Bylaw.
  - (ii) Should the application period for a the Cannabis Retail Sales Establishment license application exceed sixty (60) days, the Development Authority may, at its sole discretion, extend the Temporary Development Permit, if it is requested by the applicant, to an additional thirty (30) days to a maximum of 2 extensions.

A copy of the current Cannabis retail license for the Licensed Cannabis Retail Sales Establishment as issued by the *Alberta Gaming, Liquor, and Cannabis Commission (AGLCC)* shall be provided to the Development Authority before a Development Permit for a Licensed Cannabis Retail Sales Establishment can be issued.

The Development Permit for the Licensed Cannabis Retail Sales Establishment shall be limited as follows:

- (i) The first Development Permit shall not exceed a 3-year term.
- (ii) Any subsequent Development Permit shall not exceed a 5-year term.
  - 1. The applicant shall provide the Development Authority with an annual update or notice of termination of approval from the AGLC.

Issuance of an Occupancy Permit is required for all structures associated with a Licensed Cannabis Retail Sales Establishment.

The Development Authority may require an applicant for a Development Permit for a Licensed Cannabis Retail Sales Establishment to have any or all of the following information be prepared by a qualified professional and have it included with the application:

- (i) Waste Management Plan
- (ii) Environmental Assessment
- (iii) Traffic Impact Assessment
- (iv) Water/Wastewater Report



### 5.13 Licensed Cannabis Retail Sales Establishments and/or Premises

- (v) Storm Water Management Plan
- (vi) Any additional study or assessment necessary to address specific concerns at the discretion of the Development Authority.

#### Site Plan Requirements

- (i) All applications shall include a Site plan. Said Site plan shall be a detailed and scaled drawing, as per the General Municipal Servicing Standards, showing the locations and dimensions of the areas to be used for the sale and storage of Cannabis material/products. Such areas will be referred to as Areas for Cannabis Materials/Products.
  - 1. The areas for the sale and storage of Cannabis Material/Products shall be limited to and must conform to the submitted Site plan included in the permit application. Said Site plan will be referred to as the original Site plan.
  - 2. The original Site plan shall not be amended to add additional Areas for Cannabis Materials/Products without the approval of a new application by the Development Authority.
    - a. A copy of the current amended license for the Licensed Cannabis Retail Sales Establishment as issued by Health Canada shall be provided to the Development Authority before a Permit can be issued.
- (ii) Include proposed Landscaping, loading, and Parking Areas.

#### (8) Licensed Cannabis Retail Sales Establishments:

- (a) shall meet the retail store and business requirements outlined under *the Gaming, Liquor and Cannabis Act* and as approved in a valid retail Cannabis license.
- (b) shall maintain the neighbourhood characteristics and appearance.
- (c) shall be designed and located to minimize any impacts on the natural environment.
- (d) shall minimize any exposure or disturbance to the surrounding area including, but not limited to, dust, pollution, noise, odour, or any other related Land Use Nuisance effects.
- (e) shall have no Outdoor Storage of goods, material, or supplies.
- (f) shall contain Garbage containers and Waste materials within an enclosed Building.
- (g) shall secure solid Waste material in accordance with applicable provisions under the *Gaming, Liquor and Cannabis Act* and *the Cannabis Act (Canada)*, until disposed of or destroyed in accordance with the regulations.

### 5.13 Licensed Cannabis Retail Sales Establishments and/or Premises

- (h) Shall meet all requirements for said establishments (such as but not limited to security and Premises) as may be required under the *Gaming, Liquor and Cannabis Act* and the *Cannabis Act*.
  - (i) Establishments shall operate in a manner that does not constitute a Nuisance as defined under the Land Use Bylaw or any other bylaw and / or policy approved by the County.
- (9) Separation Requirements
  - (a) For the purposes of **this Section**:
    - (i) A Licensed Industrial Hemp Production Facility Site means the Lot(s) or Parcel(s) on which the Licensed Industrial Hemp Production Facility is located or is proposed to be located.
    - (ii) A School Site, for the purposes of this Section, means the Lot(s) or Parcel(s) on which either a day care or a Public Education Facility is situated, including those wherein “Institutional” is listed as a Permitted Use.
    - (iii) A Health Care Facility Parcel means the Lot(s) or Parcel(s) on which either a provincial health care or a public health care facility is situated, including those Lots or Parcels wherein “Public or Semi-Public Use” is listed as a Permitted Use.
    - (iv) School Reserve and Municipal School Reserve shall have the meaning given to the in the Municipal Government Act, as amended.
    - (v) A Residential Parcel, for the purposes of this Section, means any Parcel wherein a “Dwelling” is listed as a Permitted Use excepting those wherein a “Dwelling Unit” is listed and described as accessory to a/the Use or accessory to the principal Use.
    - (vi) A Place of Public Use means those parts of land, a Building, street, waterway or other location that are accessible or open to Persons under the age of 18 years, whether on a continuous, periodic or occasional basis, and includes any commercial, business, cultural, historical, educational, religious, governmental, entertainment, recreational, or other place that is accessible or open to the public on such a basis, including the meaning of Public Place in the *Cannabis Act*.

A Licensed Cannabis Retail Sales Establishment Site shall meet the minimum Separation distance of 300 m (984 ft) between a School Site, Health Care Facility, School Reserve, Municipal School Reserve, another Licensed Cannabis Retail Sales Establishment Site, or any other Place of Public Use usually frequented by Persons under the age of 18 years.

- (i) The minimum Separation distance shall be established by measuring the shortest distance between the boundary of the Lot or Parcel containing the School Site, Health Care Facility, School Reserve, Municipal School Reserve, another Licensed Cannabis

5.13 Licensed Cannabis Retail Sales Establishments and/or Premises

Retail Sales Establishment, or any other Place of Public Use and the boundary of the proposed Licensed Cannabis Retail Sales Establishment Site.

- (b) A Licensed Cannabis Retail Sales Establishment Site shall meet the minimum Separation distance of 100 m (328 ft) from tobacco and liquor retailers.
- (i) The minimum Separation distance shall be established by measuring the shortest distance between the boundary of the Lot or Parcel containing the School Site, Health Care Facility, School Reserve, Municipal School Reserve, another Licensed Cannabis Retail Sales Establishment,
- (c) Smoking or Vaping of Cannabis is prohibited in or within 5 m (16 ft.) of Sites, Buildings, or structures where the Main Use is a Public or Quasi Public Use and their Premises in accordance with the provisions of the *Gaming, Liquor and Cannabis Act*, including school reserves or municipal and school reserves under the *Municipal Government Act*.

(10) Development Standards

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
Minimum Lot Area	As required by the Development Authority	Except where the Lot is subject to:  (a) man-made barrier, registered in Land Titles, fragmenting the quarter section, or
		(a) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.  (b) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.
Maximum Lot Coverage	35%	The retail and storage space shall be a minimum of 56 m <sup>2</sup> (600.0 sq. ft.) Storage shall not exceed

### 5.13 Licensed Cannabis Retail Sales Establishments and/or Premises

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
		forty percent (40%) of the floor space.
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	
Maximum Height	Principal Building: 5 m (16.5 ft.) Accessory Building: Subject to <b>Sections 4.2</b> of this Bylaw, as applicable.	Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay. ( <b>Section 7.2.1</b> , or where a Variance under <b>Section 2.13</b> has been granted.)
Accessory Buildings	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	Accessory Building(s) and Use(s) when located on the same Lot or Parcel of Land as the Main Building and the Use(s) is / are customarily incident thereto, As required in <b>Section 4.2</b> of this Bylaw; provided all other applicable provincial and federal requirements are met.
Parking	Parking and loading requirements for a Licensed Cannabis Retail Sales Establishment shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw, the General Municipal Servicing Standards, and any applicable requirements a under the <i>Gaming, Liquor and Cannabis Act</i> and the <i>Cannabis Act</i> , as amended.	
Minimum Planting Setback	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	

5.13 Licensed Cannabis Retail Sales Establishments and/or Premises

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
Signage	Outdoor signage or advertising shall meet requirements under <b>Section 4.21</b> as well as provincial and federal regulations regarding the Use.	
Minimum Setback from a Water Body or Water Course	As provided for in <b>Table 6</b> .	
Exceptions	At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, standpipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.	
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.	

(11) Additional Regulations

- (a) A Licensed Cannabis Retail Sales Establishment shall be the primary use of the Lot(s) or Parcel(s).
- (b) Licensed Cannabis Retail Sales Establishments must not operate in conjunction with another Use on the same Lot(s) or Parcel(s).
- (c) Lot(s) or Parcel(s) where a Licensed Cannabis Retail Sales Establishment is proposed to be located must front onto a Collector Roadway.
- (a) Cannabis Products must not be smoked, vaped, ingested, or otherwise consumed on the Premises of a Licensed Cannabis Retail Sales Establishment.
- (b) Licensed Cannabis Retail Sales Establishments must not permit any Person who is a minor, as defined under the *Cannabis Act*, or as amended, to enter or be in the Licensed Cannabis Retail Sales Establishment or Premises.
- (c) Uses, processes, or equipment Owned or contracted, operating on the Premises shall be limited to those that are not objectionable due to odour, dust, bright lights, smoke, noise, or vibration.
- (d) The Licensed Cannabis Retail Sales Establishment shall meet all requirements for said facilities such as, but not limited to security and Premises, as required under the *Cannabis Act* and *Gaming, Liquor, and Cannabis Act*.
- (e) Wastewater and storm drainage management for Licensed Cannabis Retail Sales Establishments shall take place on a holding tank that meets Provincial Regulation.

### 5.13 Licensed Cannabis Retail Sales Establishments and/or Premises

- (f) Licensed Cannabis Retail Sales Establishments shall operate not earlier than 10 a.m. or later than 2 a.m.
- (g) Licensed Cannabis Retail Sales Establishments and Premises must meet the conditions set out in Schedule 2 of the *Gaming, Liquor, and Cannabis Regulation*, as amended, repealed, or replaced from time to time.
- (h) A Licensed Cannabis Retail Sales Establishment's Exterior Lighting and Noise levels should meet the following:
  - (i) The illumination of Parking Areas, walkways, Signs, and other structures shall meet the provisions of this Bylaw for the Designated District.
  - (ii) Noise from facilities shall not exceed that allowed under the Land Use Bylaw or any other bylaw and/or policy approved by the County and applicable provincial or federal regulations.
- (i) The advertising, display and promotion of Cannabis, Cannabis Products, and Cannabis accessories shall meet federal and provincial regulations.

#### (12) Nonconforming Status

- (a) Legal nonconforming status of Buildings and Uses shall not apply to Licensed Cannabis Retail Sales Establishments.

## 5.14 LICENSED INDUSTRIAL HEMP PRODUCTION AND/OR PROCESSING, STORAGE, OR DISTRIBUTION FACILITY AND/OR PREMISES

- (1) The purpose of **this Section** is to provide for desirable compatibility between Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises and surrounding Land Uses. The mitigation of possible adverse impacts shall be addressed using this section. Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facilities and/or Premises shall comply with all County Land Use Bylaw and policy requirements and any applicable federal and provincial regulations.
- (2) No Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be permitted unless all applicable licensing and approvals have been provided for by the provincial and federal governments, as applicable.
- (3) Only one (1) Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be permitted on a single title.
- (4) A Site, Lot or Parcel, Building or structure established, operated, or maintained as a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall comply with the provisions made for in this Section in addition to any other applicable federal, provincial, and municipal regulations as per **Section 1.3** of this Bylaw, as applicable. Non-compliance to the previous may be abated as provided for in **Section 1.13** of this Bylaw. This is not exclusive and shall not prevent the County from exercising any other remedy available under the law, nor shall the provisions of **this Section** prohibit or restrict other federal or provincial law or County policy to be enacted upon.
- (5) When provided for within this Bylaw, in addition to the regulations in the Designated District that provides for the Use, the provisions under **this Section** and **Section 4.12** shall apply to all Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facilities and/or Premises within the County of Vermilion River.
  - (b) All applications shall comply with the provisions established in **Section 2.7** of this Bylaw.
- (6) Applicability
  - (a) The provisions under **this Section** shall apply to:
    - (i) The Use of land, Lot or Parcel, for the production of Industrial Hemp as defined and regulated under the *Cannabis Act* and the *Industrial Hemp Regulations*, as amended or as regulated under any subsequent legislation that may be enacted in substitution.
    - (ii) Buildings or structures and Accessory Uses to Permitted or Discretionary Uses in connection with Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises.

### 5.14 Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises

#### (7) Application Requirements

- (a) A copy of the submitted license application for the Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be provided to the Development Authority before a Temporary Development Permit in support of an application can be issued.
  - (i) The Development Authority may issue a Temporary Development Permit not to exceed sixty (60) days for a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises license application that complies with the provisions of this Bylaw.
  - (ii) Should the application period for an Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises license application exceed sixty (60) days, the Development Authority may, at its sole discretion, extend the Temporary Development Permit, if it is requested by the applicant, to an additional thirty (30) days to a maximum of 2 extensions.
- (b) A copy of the current license for a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be provided to the Development Authority before a Development Permit for a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises can be issued.
- (c) The Development Permit for a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be limited as follows:
  - (i) The first Development Permit shall not exceed a 3-year term.
  - (ii) Any subsequent Development Permit shall not exceed a 5-year term.
- (d) Issuance of an Occupancy Permit is required for all structures associated with a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises.
- (e) The Development Authority may require an applicant for a Development Permit for a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises to have any or all of the following information be prepared by a qualified professional and have it included with the application:
  - (i) Waste Management Plan
  - (ii) Environmental Assessment
  - (iii) Traffic Impact Assessment
  - (iv) Water/Wastewater Report



### 5.14 Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (v) Storm Water Management Plan
- (vi) Any additional study or assessment necessary to address specific concerns at the discretion of the Development Authority.
- (f) Site Plan Requirements
  - (i) All applications shall include a Site plan. Said Site plan shall be a detailed and scaled drawing, as per the General Municipal Servicing Standards, showing the locations and dimensions of the areas to be used for the sale and storage of hemp material. Such areas will be referred to as Areas for Hemp Materials.
    - 1. The areas for the sale and storage of hemp material shall be limited to and must conform to the submitted Site plan included in the permit application. Said Site plan will be referred to as the original Site plan.
    - 2. The original Site plan shall not be amended to add additional Areas for Hemp Materials without the submittal and approval of a new Permit application by the Development Authority.
      - b. A copy of the current amended license for the Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be provided to the Development Authority before a Permit for additional areas for Hemp Materials can be issued.
  - (ii) Include proposed Landscaping, loading, and Parking Areas.
- (8) Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises:
  - (a) shall maintain the neighbourhood characteristics and appearance.
  - (b) shall be designed and located to minimize any impacts on the natural environment.
  - (c) shall have no Outdoor Storage of goods, material, or supplies.
  - (d) shall secure solid Waste material in accordance with applicable provisions under the *Cannabis Act* and the *Industrial Hemp Regulations*, until disposed of or destroyed in accordance with the regulations.
  - (e) shall meet all requirements for said facilities (such as but not limited to security and Premises) as may be required under the *Cannabis Act* and the *Industrial Hemp Regulations*.
  - (f) shall minimize any exposure or disturbance to the surrounding area including, but not limited to, dust, pollution, noise, odour, or any other related Land Use Nuisance effects.

### 5.14 Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (g) Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall operate in a manner that does not constitute a Nuisance as defined under the Land Use Bylaw or any other bylaw and / or policy approved by the County.

#### (9) Separation Requirements

##### (a) For the purposes of **this Section**:

- (i) A Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises Site means the Lot(s) or Parcel(s) on which the Licensed Industrial Hemp Production Facility is located or is proposed to be located.
  - (ii) A School Site, for the purposes of this Section, means the Lot(s) or Parcel(s) on which either a day care or a Public Education Facility is situated, including those wherein “Institutional” is listed as a Permitted Use.
  - (iii) A Health Care Facility Parcel means the Lot(s) or Parcel(s) on which either a provincial health care or a public health care facility is situated, including those Lots or Parcels wherein “Public or Semi-Public Use” is listed as a Permitted Use.
  - (iv) School Reserve and Municipal School Reserve shall have the meaning given to the in the Municipal Government Act, as amended.
  - (v) A Residential Parcel, for the purposes of this Section, means any Parcel wherein a “Dwelling” is listed as a Permitted Use excepting those wherein a “Dwelling Unit” is listed and described as accessory to a/the Use or accessory to the principal Use.
  - (vi) A Place of Public Use means those parts of land, a Building, street, waterway or other location that are accessible or open to Persons under the age of 18 years, whether on a continuous, periodic or occasional basis, and includes any commercial, business, cultural, historical, educational, religious, governmental, entertainment, recreational, or other place that is accessible or open to the public on such a basis, including the meaning of Public Place in the *Cannabis Act*.
- (b) A Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises Site shall meet the minimum Separation distance of 1,000 m (3,281 ft) between a School Site, Health Care Facility, School Reserve, Municipal School Reserve, another Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises Site, or any other Place of Public Use usually frequented by Persons under the age of 18 years.
- (i) The minimum Separation distance shall be established by measuring the shortest distance between the boundary of the Lot or Parcel containing the School Site, Health Care Facility, School Reserve, Municipal School Reserve, another Licensed Industrial

## 6.0 Land Use Districts Regulations

### 5.14 Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises

Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises Site, or any other Place of Public Use and the boundary of the proposed Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises Site.

(c) A Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises Site shall meet the minimum Separation distance of 150 m (492 ft.) between a Dwelling or Residential Use Lot or Parcel.

(i) The minimum Separation distance shall be established by measuring the shortest distance between the boundary of the Dwelling or Residential Use Lot or Parcel and the boundary of the proposed Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises Site.

#### (10) Development Standards

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
Minimum Lot Area	As required by the Development Authority	<p>Including where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Maximum Lot Coverage	60%	Includes cultivation site and any structures.
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	Except for provincial Highways, which are subject to Alberta Transportation regulations.

## 6.0 Land Use Districts Regulations

### 5.14 Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	
Maximum Height	10.5 m (34.5 ft.)	Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay. ( <b>Section 7.2.1</b> , or where a Variance under <b>Section 2.13</b> has been granted.)
Accessory Buildings	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	A Building or structure used for security purposes for a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises may be located in the Front Yard and must comply with the required minimum Setbacks.
Minimum Planting Setback	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	
Minimum Setback from a Water Body or Water Course	As provided for in <b>Table 6</b> .	
Parking	Parking and loading requirements for a Licensed Cannabis Retail Sales Establishment shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw, the General Municipal Servicing Standards, and any applicable requirements a under the <i>Gaming, Liquor and Cannabis Act</i> and the <i>Cannabis Act</i> , as amended.	
Signage	Outdoor signage or advertising shall meet requirements under <b>Section 4.21</b> as well as provincial and federal regulations regarding the Use.	

## 6.0 Land Use Districts Regulations

### 5.14 Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
Exceptions	At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, standpipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.	
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.	

(11) Additional Regulations

- (a) A Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall be the primary use of the Lot(s) or Parcel(s)
- (b) Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises must not operate in conjunction with another Use on the same Lot(s) or Parcel(s).
- (c) Cannabis Products must not be smoked, vaped, ingested, or otherwise consumed on the Premises of a Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises.
- (d) Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises must not permit any Person who is a minor, as defined under the *Cannabis Act*, or as amended, to enter or be in the Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises.
- (e) Uses, processes, or equipment Owned or contracted, operating on the Premises shall be limited to those that are not objectionable due to odour, dust, bright lights, smoke, noise, or vibration.
- (f) Unless otherwise provided for under federal and provincial regulations, with the exception of Cultivation, all activities related to the Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall occur within a fully enclosed stand-alone Building, including but not limited to loading, receiving, and shipping of Industrial Hemp and any other goods, materials, and supplies.
  - (i) secured Garbage containers and Waste materials shall be contain within an enclosed Building.
- (g) The Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises shall meet all requirements for said facilities such as, but not limited to security and Premises, as required under the *Cannabis Act* and *Industrial Hemp Regulations*.

### 5.14 Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises

- (h) A Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises' Exterior Lighting and Noise levels should meet the following:
    - (i) The illumination of Parking Areas, walkways, Signs, and other structures associated with Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facilities and/or Premises shall be arranged to meet any requirements the Land Use Bylaw or any other bylaw and / or policy approved by the County and any requirements under the *Industrial Hemp Regulations*.
    - (ii) Noise from facilities shall not exceed that allowed under the Land Use Bylaw or any other bylaw and / or policy approved by the County and any requirements under the *Industrial Hemp Regulations*.
  - (i) Buffers shall be required for all Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facilities and/or Premises. Buffers can combine Separation, vegetation, and fencing to mitigate the impacts on Farming and adjacent activities, as per **Section 4.9**.
- (12) Nonconforming Status
- (a) Legal nonconforming status of Buildings and Uses shall not apply to Licensed Industrial Hemp Production and/or Processing, Storage, or Distribution Facility and/or Premises.

## 5.15 LIQUOR SALES, STORAGE, AND CONSUMPTION ESTABLISHMENTS

- (1) Where provided for under this Bylaw, the following provisions apply to Development of a Site as any type of Commercial Use that involves sale and consumption of alcoholic beverages, including, but not limited to, Liquor Sales and Storage Establishment, Eating and Drinking Establishment, Drinking Establishment, Drive-In Restaurants, Indoor Recreation Facility, Motel, Hotel, Private Club, and Similar Uses as those defined in this Bylaw.
- (2) In addition to the provisions established in **Section 2.7** all Development Permit applications for Liquor Sales, Storage, and Consumption Establishments shall comply with the provisions under **this Section** and all applicable requirements within the Designated District.
  - (a) Only Liquor Sales, Storage, and Consumption Establishments and Premises licensed by the *Alberta Gaming and Liquor Commission (AGLC)* under the *Gaming, Liquor, and Cannabis Regulation*, as amended, repealed, or replaced from time to time, will be considered.
- (3) Application Requirements
  - (a) The applicant must demonstrate they have the required approval from the *Alberta Gaming and Liquor Commission (AGLC)*. A copy of the current license as issued by the AGLC shall be provided to the Development Authority before occupation for the proposed Use can occur.
  - (b) Site Plan Requirements
    - (i) All applications shall include a Site plan. Said Site plan shall be a detailed and scaled drawing, as per the General Municipal Servicing Standards, showing the locations and dimensions of the areas to be used for the sale and storage of alcoholic beverages. Such areas will be referred to as Areas for Alcoholic Beverages.
      1. The areas for the sale and storage of sale and storage of alcoholic beverages shall be limited to and must conform to the submitted Site plan included in the permit application. Said Site plan will be referred to as the original Site plan.
      2. The original Site plan shall not be amended to add additional Areas for Alcoholic Beverages without the approval of a new application by the Development Authority.
        - c. A copy of the current amended as issued by the *Alberta Gaming and Liquor Commission (AGLC)* shall be provided to the Development Authority before a Permit can be issued.
    - (ii) Include proposed Landscaping, loading, and Parking Areas.

## 5.15 Liquor Sales, Storage, and Consumption Establishments

## (4) Development Standards

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
Minimum Lot Size	At the discretion of the Development Authority.	Lot must front onto an Arterial or Collector Roadway.
Minimum Area	The retail and storage space shall be a minimum of 56 m <sup>2</sup> (600.0 sq. ft.) Storage shall not exceed 40 percent (40%) of the floor space.	
Maximum Lot Coverage	35%	The retail and storage space shall be a minimum of 56 m <sup>2</sup> (600.0 sq. ft.) Storage shall not exceed forty percent (40%) of the floor space.
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	
Maximum Height	Principal Building: 5 m (16.5 ft.) Accessory Building: Subject to <b>Sections 4.2</b> of this Bylaw, as applicable.	Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay. ( <b>Section 7.2.1</b> , or where a Variance under <b>Section 2.13</b> has been granted.)
Accessory Buildings	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	Accessory Building(s) and Use(s) when located on the same Lot or Parcel of Land as the Main Building and the Use(s) is / are customarily incident thereto, As required in <b>Section 4.2</b> of this Bylaw; provided all other applicable provincial and federal requirements are met.
Parking	Parking and loading requirements for a Licensed Cannabis Retail Sales Establishment shall be provided in accordance with the provisions of	



## 5.15 Liquor Sales, Storage, and Consumption Establishments

ELEMENT	REQUIREMENTS	ADDITIONAL PROVISIONS
	Section 4.15 of this Bylaw, the General Municipal Servicing Standards, and any applicable requirements a under the <i>Gaming, Liquor and Cannabis Act</i> and the <i>Cannabis Act</i> , as amended.	
Minimum Planting Setback	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.	
Minimum Setback from a Water Body or Water Course	As provided for in Table 6.	
Exceptions	At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, standpipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.	

## (5) Additional Regulations

- (a) All sales, businesses, servicing, storage, or processing shall be conducted within a completely enclosed Building, except where the nature of the activity makes it impossible, as for example, Off-Street loading, Vehicle parking for customers while on the Premises, and the sale of automobile fuel at Service Stations.
- (b) Establishments may contain Accessory Buildings and Uses when located on the same Lot or Parcel of Land as the Main Building and the Use is customarily incident thereto, provided the Provincial and Municipal Regulations requirements are met.
- (c) Unless otherwise provided for in the *Gaming, Liquor and Cannabis Act* and *Alberta Gaming and Liquor Regulation*, establishments must not permit any Person who is a minor, as defined under the *Gaming, Liquor and Cannabis Act*, or as amended, to enter or be in the licensed facility or Premises.
- (d) The sale of alcohol is provided for within the Designated District(s) in accordance with the hours specified by the *Gaming, Liquor and Cannabis Regulation*, County Bylaws, or applicable provincial regulations as amended.
- (e) Uses, processes, or equipment Owned or contracted, operating on the Premises shall be limited to those that are not objectionable due to odour, dust, bright lights, smoke, noise, or vibration.

### 5.15 Liquor Sales, Storage, and Consumption Establishments

- (f) The applicant shall provide the Development Authority with an annual update or notice of termination of approval from the *Alberta Gaming and Liquor Commission (AGLC)*.
  - (g) Establishments shall operate in a manner that does not constitute a Nuisance as defined under the Land Use Bylaw or any other bylaw and / or policy approved by the County.
- (6) Nonconforming Status
  - (a) Legal nonconforming status of Buildings and Uses shall comply with regulations established in **Section 2.12** of this Bylaw.

## 5.16 Motels

## 5.16 MOTELS

- (1) Where permitted under this Bylaw, a Person applying to develop a Site as a Motel shall comply with the provisions of this Section.

- (2) Site Requirements for Motels

Minimum Site Area m <sup>2</sup> (sq ft)	Required Yards m (ft)	Minimum Floor Area/Unit m <sup>2</sup> (sq ft)
One Storey		
139 (1,500)	Front: 7.6 (25)	26.5 (285)
Two Storey	Side & Rear: 3 (10)	
93 (1,000) per floor		

- (3) Space Between Buildings

- (a) Not less than 3.7 m (12 ft.) of clear and unoccupied space shall be provided between Buildings on the Site, except where Buildings are connected by a continuous Roof to form a shelter for motor Vehicles.

- (4) Driveways

- (a) Each Rentable Unit shall face onto or Abut and shall have unobstructed access from a driveway not less than 6 m (20 ft.) in width.

- (5) Access and Parking

- (a) Not more than one (1) motor Vehicle entrance and one motor Vehicle exit to a Road, each with a minimum of width of 7.6 m (25 ft.) measured at its minimum dimension shall be permitted, provided however, that one combined motor Vehicle entrance and exit may be permitted, not less than 9 m (30 ft.) in width.

- (6) Maintenance of Site and Buildings and Business

- (a) The Owner, tenant, operator or Person in charge of a Motel shall at all times:
- (i) maintain the Site and the Buildings, structure and improvements thereon in a clean, neat, tidy and attractive condition and free from all rubbish and debris;
  - (ii) maintain Garbage facilities to the satisfaction of the Development Authority;
  - (iii) maintain an appropriate Fence where required, no less than 1 m (3.3 ft.) in height around the boundaries of the Lot; and
  - (iv) shall landscape and keep the Site landscaped, to the satisfaction of the Development Authority.

## 5.17 NATURAL RESOURCE EXTRACTION AND GROUND DISTURBANCE OPERATIONS

- (1) A Development Permit will be required for any activity disturbing the ground, including, but not limited to:
  - (a) excavating
  - (b) digging
  - (c) trenching
  - (d) plowing
  - (e) Drilling
  - (f) tunneling
  - (g) quarrying
  - (h) grading
  - (i) leveling
  - (j) removing peat
  - (k) clearing
  - (l) pounding posts
  - (m) augering
  - (n) backfilling
  - (o) blasting
  - (p) stripping topsoil
  - (q) any other similar activity involving mineral extraction, grading, or Excavation operations.
  - (r) any activity requiring an approval and / or license under the Water Act, such as Development in or near a water body or diverting and using water from a water body.
- (2) A Development Permit shall not be issued for a Natural Resource Extraction and Ground Disturbance Operation until any necessary reclamation plan and permit / license is approved by the Provincial Government.

### 5.17 Natural Resource Extraction and Ground Disturbance Operations

- (3) Where not required to do so by Provincial agencies, the proponent of a natural resource extraction shall be required to submit a reclamation plan to the Development Authority for their approval prior to the issuance of a Development Permit.
- (4) Where not required to do so by the Province, the proponent of a natural resource extraction shall, at the discretion of the Development Authority, be required to post with the County security in the form of either cash or an irrevocable letter of credit to ensure that reclamation will be completed.
- (5) Any disturbed area shall be reclaimed to:
  - (a) at least its former capability for agriculture; or
  - (b) any other Use, which the Development Authority considers will be beneficial to the County.
- (6) The following conditions of approval may be included when processing a Development Permit application under this Section:
  - (a) limitation of hours of operation;
  - (b) requirement to enter into a Road Use Agreement with the County for the provision of dust control and Maintenance/upgrading of Roads used in direct relation to the operation;
  - (c) posting of adequate signage, including company name and emergency telephone numbers, to warn of possible Site or operational hazards and dangers;
  - (d) methods of minimizing noise in relation to the activities of the operation; and
  - (e) payment of an aggregate levy to the County as outlined by the County's Community Aggregate Payment Levy Bylaw.

## 5.18 PET KEEPING AND ANIMAL BREEDING AND/OR BOARDING FACILITIES

- (1) The keeping of more than four (4) dogs on any Lot, whether the dogs are being bred or boarded, shall be allowed at the discretion of the Development Authority only in those Districts where Animal Breeding and/or Boarding Facilities are listed as Discretionary Use in this Bylaw.
- (2) The maximum number of dogs to be kept on Site in each of the above Districts shall be at the discretion of the Development Authority.
- (3) In determining the number of dogs, pups less than six (6) months of age shall not be included.
- (4) An exercise area shall be provided for each dog as follows:
  - (a) breeds weighing 16 kg (35 lbs.) or less – at least 2.3 m<sup>2</sup> (25.0 sq. ft.) per dog; and
  - (b) breeds weighing more than 16 kg (35 lbs.) – at least 4.6 m<sup>2</sup> (50.0 sq. ft.) per dog.
- (5) No Building or exterior exercise area to be used to accommodate dogs shall be allowed within 25.0 m (82 ft.) of any Lot Line of the Lot for which an application is made.
- (6) All exterior exercise areas (runs) shall be enclosed with an acceptable Fence with a minimum height of 1.83 m (6 ft.).
- (7) All dogs in Animal Breeding and/or Boarding Facilities shall be kept within Buildings or a Fenced area at all times when not leashed.
- (8) All dog facilities shall be cleaned on a daily basis, and all feces shall be stored in an enclosed container and disposed of in a sanitary manner.
- (9) Pens, rooms, exercise runs and holding Stalls shall be soundproofed where possible to the satisfaction of the Development Authority.
- (10) A separate air extractor system shall be provided in the animal shelter or holding area where heating and air conditioning is necessary.
- (11) All facilities and operations shall be in compliance with applicable Provincial regulations.
- (12) All Development Permits issued for Animal Breeding and/or Boarding Facilities shall be subject to cancellation if any of the above requirements, or any other condition of the Development Permit, is not adhered to.

## 5.19 RECREATIONAL VEHICLES

- (1) The placement of up to three (3) Recreational Vehicles on a Lot or Parcel within a Residential District shall be allowed without a Development Permit for a period of no longer than six months.
- (2) The year-round placement of three (3) Recreational Vehicles on a Parcel in the Agricultural (A) and CR-A Districts shall be allowed without a Development Permit.
- (3) Notwithstanding **Sections 5.19(1) and 5.19(2) above**, a Development Permit may be approved, at the discretion of the Development Authority, for up to one (1) additional Recreational Vehicle in a Residential District on a year-round basis.
- (4) Additional Recreational Vehicles shall be permitted within Residential Districts for a maximum of four (4) consecutive days within any given sixty (60) day period.
- (5) No Recreational Vehicle shall be permanently connected to any utility or municipal service, such as power, gas, water supply, or sanitary sewage disposal facilities unless the Recreational Vehicle is approved for Use as a Secondary or Accessory Dwelling or is located in an approved Manufactured Home Community or Recreational Vehicle Campground or Work Camp, as provided for in this Bylaw.
- (6) No Recreational Vehicle, with the exception of a Manufactured Home Community, may have associated with it any more than two (2) accessory structures, Buildings or other paraphernalia, in addition to Fences, benches, fire pits and picnic tables. A small Shed with a maximum size of 18.58 m<sup>2</sup> (200 sq. ft.) and a screened or Roofed Patio around or beside the Recreational Vehicle is permitted.
- (7) No structure accessory to a Recreational Vehicle shall be used as sleeping quarters.
- (8) Except for a Recreational Vehicle on a Lot or Parcel, the total gross Floor Area or ground area covered by all accessory structures, Buildings or other paraphernalia, other than those indicated in **Section 5.19(1)**, shall not exceed 50% of the Lot size.

## 5.20 RECREATIONAL VEHICLE CAMPGROUNDS

- (1) Seasonal and year-round Campgrounds, shall comply with the following regulations:
  - (a) Each Recreational Vehicle Parking Space shall have a minimum width of 10.0 m (32.8 ft.) and a minimum area of 250.0 m<sup>2</sup> (2,691 ft.<sup>2</sup>).
  - (b) Services and improvements shall meet **Section 5.5** of this Bylaw.
  - (c) Issuance of an Occupancy Permit is required for all structures associated with Recreational Vehicle Campgrounds.
- (2) Development Standards
  - (a) As a condition of approval, the Development Authority shall require the Developer to obtain any necessary permits and approvals from all regulatory authorities and agencies having jurisdiction, including any necessary approvals pursuant to the Alberta Safety Codes Act that may be applicable.
  - (b) As a condition of approval, the Development Authority may require that the Developer to enter into a Development agreement, pursuant to the *Municipal Government Act*, with the Municipality as a condition of Development approval. The Development agreement will include provisions requiring the Developer to construct, upgrade, or pay to construct or upgrade the necessary municipal Roads to access the Development when determined necessary by the Development Authority.
  - (c) All Internal Roads shall be the responsibility of the Developer for both Construction and future Maintenance, consistent with the General Municipal Servicing Standards. In addition, Internal Roads shall have a minimum of a 6.0 m (20.0 ft.) usable top, except for one-way Roads, which shall have a minimum of a 3.65 m (12.0 ft.) usable top.
  - (d) As a condition of approval, the Development Authority shall require the Developer to obtain any necessary permits and approvals from all regulatory authorities and agencies having jurisdiction over this type of Development.
- (3) Subdivision Standards
  - (a) The Developer shall provide on-site potable water supply, which meets all applicable Provincial requirements.
    - (i) Provincial approval for on-site water systems is required as a condition of Subdivision approval.
  - (b) The Developer shall provide sewage disposal facilities consistent all applicable Provincial regulations.

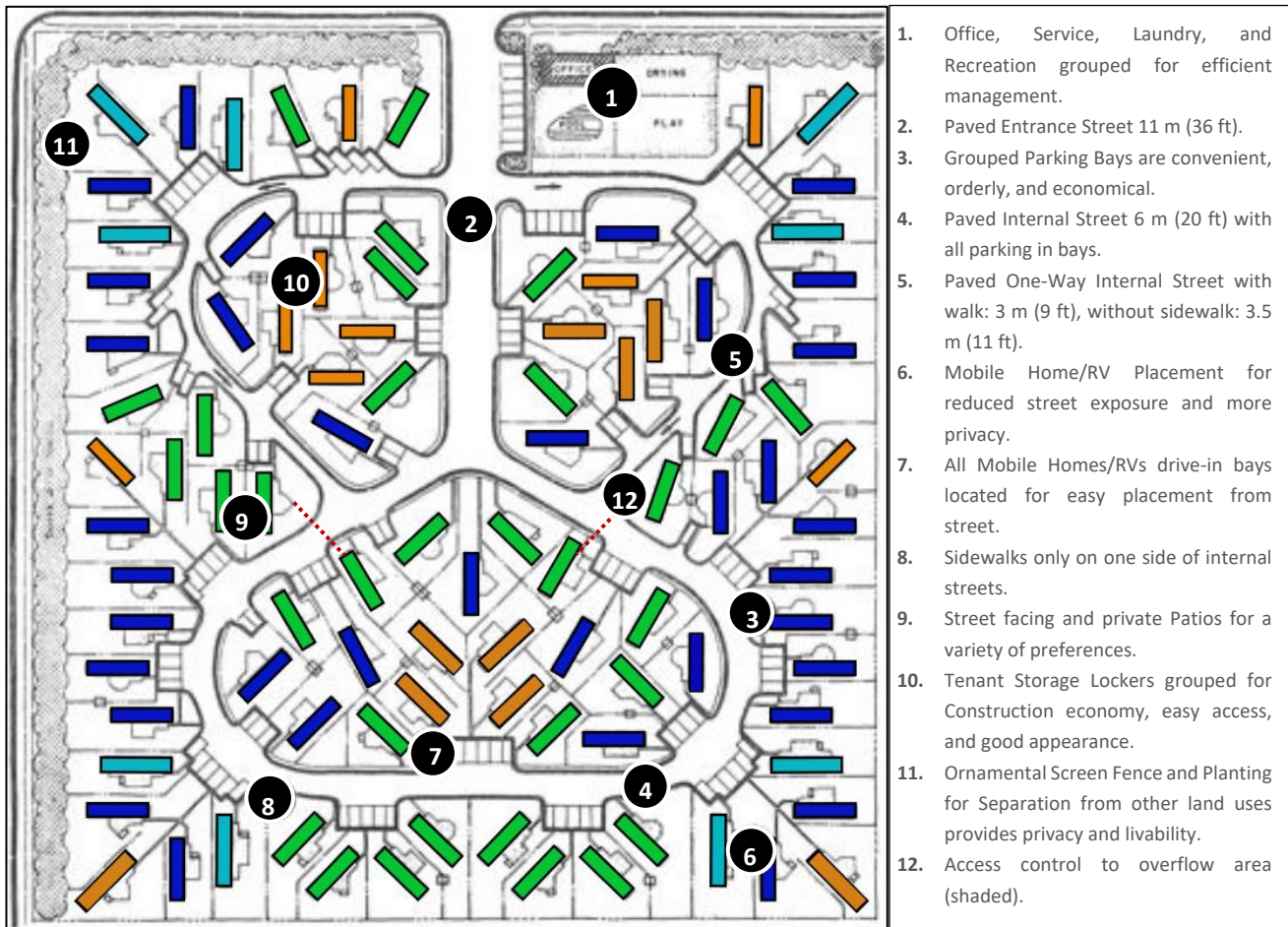


### 5.20 Recreational Vehicle Campgrounds

- (ii) Provincial approval for sewage disposal facilities is required as a condition of Subdivision approval.
  - (c) All spaces for Recreational Vehicles designated for year-round Use must have on-site connections to municipal or on-site sewer and water systems.
  - (d) The Developer shall designate an area equivalent to ten percent (10%) of the total Recreational Vehicle Campground area as a playground or recreational area. This area is to be clearly marked and free from all traffic hazards. **(See Figure 10)**
  - (e) All spaces for Recreational Vehicles or tents shall maintain a minimum Setback of 30.0 m (98.4 ft.) from the shoreline of any body of water.
  - (f) The maximum number of Recreational Vehicles allowed per space shall be one (1).
  - (g) A Site plan detailing the protection of existing treed areas and Site topography is required prior to issuance of a Development Permit. **(See Figure 10)**
  - (h) Spaces for day Use, picnicking and similar activities shall be suitably organized, clearly marked and constructed to the satisfaction of the Development Authority. **(See Figure 10)**
  - (i) All other Site requirements shall be as required by the Development Authority.
- (4) Minimum Yard Setbacks:
- (a) Front, side, corner and Rear Yard Setbacks on the Site shall be 7.6 m (25.0 ft.) or 10% of the Lot Width, whichever is lesser.
- (5) Developers will be encouraged to provide on their Site plan an overflow area, which may be used temporarily, to accommodate overflow traffic for a maximum of four (4) consecutive nights for recreational events, which may result in a need for temporary additional tenting or Recreational Vehicle spaces. **(See Figure 10)**

### 5.20 Recreational Vehicle Campgrounds

**Figure 10. Recreational Vehicle Campground Example.**



## 5.21 RECREATIONAL VEHICLE WORK CAMPS

- (1) In addition to the provisions in **Section 5.20**, the following shall also apply to Recreational Vehicles in Work Camps.
  - (a) Services and improvements shall meet **Section 5.5** of this Bylaw.
  - (b) Issuance of an Occupancy Permit is required for all structures associated with Recreational Vehicle Work Camps.
- (2) All Recreational Vehicle Work Camps require a Development Permit and the Development Authority shall give due regard to the need, location, duration, and type of camp, prior to rendering a decision.
- (3) All Recreational Vehicle Work Camps shall be considered Temporary Developments.
- (4) A Development Permit for a Recreational Vehicle Work Camp may be issued for up to three (3) years, subject to meeting all conditions to the satisfaction of the Development Authority.
  - (a) If all conditions have not been met to the satisfaction of the Development Authority then the permit will no longer be considered valid.
  - (b) A Recreational Vehicle Work Camp permit must be renewed after the three (3) year period. An application may be made for continuance of the use for one (1) additional year, after which a new Development Permit approval is required.
- (5) The Development Authority may establish whatever conditions for the approval of a Recreational Vehicle Work Camps that it, at its sole discretion, deems reasonable to ensure that the Development will be temporary.
- (6) In addition to the requirements of **Section 2.7** of this Bylaw, an application for a Development Permit for a Recreational Vehicle Work Camp must provide the following information:
  - (a) the location, type and purpose of the camp;
  - (b) Adjacent Land Uses;
  - (c) the method for connecting the proposed Development to municipal or on-site provision of water, sewage, Waste disposal and storm water systems in accordance with all applicable Provincial regulations.;
  - (d) the number of Persons proposed to live in the camp;
  - (e) the start date of the Development, the date of Occupancy by residents, and removal date for the camp; and
  - (f) reclamation measures to be completed once the camp is no longer needed, to the satisfaction of the Development Authority.

### 5.21 Recreational Vehicle Work Camps

- (g) Because of the number of temporary workers and related traffic impacts, the applicant will also be required to provide a report, which describes in detail the outcomes of the following:
  - (i) discussions with and impact on the local RCMP;
  - (ii) discussions with and impact on the local Emergency Medical Services;
  - (iii) discussions with and impact on the local Fire Department; and
  - (iv) discussions with and impact on the local Road system, including a Traffic Impact Assessment.
- (7) All Internal Roads shall be the responsibility of the Developer for both Construction and future Maintenance to County Standards.
  - (a) Internal Roads shall have a minimum of a 6.0 m (20 ft.) usable top, except for one-way Roads, which shall have a minimum of a 3.65 m (12.0 ft.) usable top.
- (8) All other Site requirements shall be as required by the Development Authority.
- (9) All Recreational Vehicle Work Camps must:
  - (a) ensure that all required access, including Internal Roadways and intersection improvements, are provided to the satisfaction of the Development Authority at the sole cost of the Developer;
  - (b) be designed so that all points of access and egress are located to the satisfaction of the Development Authority and, when required, Alberta Transportation;
  - (c) be able to accommodate a minimum of twenty (20) Persons and a maximum of five hundred (500) Persons;
  - (d) be secured by the installation of appropriate security and Buffering measures such as Berms, Fence, and Landscaping. The form of the Buffering will be determined by, and to the satisfaction of, the Development Authority, taking into consideration impacts to Adjacent Land Uses;
  - (e) if required by the Development Authority, provide on-site security staff to the satisfaction of the Development Authority;
  - (f) provide and develop all parking on the Lot or Parcel in accordance with **Section 4.15** of this Bylaw, to the satisfaction of the Development Authority;
  - (g) post security with the Municipality sufficient to ensure removal of the Development and/or reclamation of the Site, if needed, after the Recreational Vehicle Work Camp has been removed from the Site; and
  - (h) be separated from Adjacent Land Uses, pursuant to the provisions under **Section 4.9**.

### 5.21 Recreational Vehicle Work Camps

- (10) Maximum Site coverage shall be in accordance to the regulations of the Designated District such that space is available for all the parking on the Site, together with the applicable Setbacks and required Landscaping as determined by the Development Authority.
- (11) Screening and fencing of storage areas shall be to the satisfaction of the Development Authority.
- (12) The Development must comply with current Building and Fire Code requirements as amended from time to time.

## 5.22 REHABILITATION AND ADAPTIVE REUSE STANDARDS

- (1) The purpose of this Section is to provide for rehabilitation as an alternative solution to demolishing and rebuilding for extending age, repair and strengthening of a Building, bringing existing Buildings into conformance with the requirements under this Bylaw or incorporate energy conservation and sustainable green standards.
- (2) The standards in this Section shall apply to the Rehabilitation or Adaptive Reuse of Buildings located within all Districts.
- (3) Issuance of an Occupancy Permit is required for all structures associated with Rehabilitation and Adaptive Reuse Development.
- (4) All Rehabilitation or Adaptive Reuse activities, including repairs, alterations, or additions to existing frame or metal Buildings used or to be used for Non-Residential Use(s) or Buildings used or to be used for Residential Use(s) require that a Development Permit be issued, in accordance to the requirements of this Bylaw.
- (5) The repairs, Renovations, alterations, reconstruction, and changes of Use or additions, of any Building or structure currently existing shall conform to the requirements of this Bylaw, and may require a request for a Variance subject to the provisions of **Section 2.13** of this Bylaw.
- (6) The following work shall be considered Renovation, alteration, or reconstruction, as appropriate, and not repair work:
  - (i) The cutting away of any wall, partition, or portion thereof;
  - (j) The permanent, partial or complete removal of any primary structural component;
  - (k) The removal or rearrangement of any part of a required means of egress;
  - (l) Addition to, alteration or relocation of:
    - (i) Any fire protection system piping;
    - (ii) Water supply, sewer, drainage, gas, oil, Waste, vent, or similar piping;
    - (iii) Electrical wiring, other than wiring for a low voltage communication system in a one or two family Dwelling;
    - (iv) Mechanical system components such as ductwork; or
    - (v) Elevator devices.

### 5.22 Rehabilitation and Adaptive Reuse Standards

- (7) All Rehabilitation or Adaptive Reuse work shall be done in a workmanlike manner, meaning to the acceptable industry standard of quality of work and materials by professionals registered to practice the profession in Alberta.
- (8) The Rehabilitation or Adaptive Reuse work shall not cause any diminution of existing structural strength, system capacity, or mechanical ventilation below that which exists at the time of application for a Development Permit or that which is required by the applicable Codes of the Safety Codes Act, whichever is lower.
- (9) Newly introduced fixed loads shall not exceed the uniformly distributed live loads or concentrated live load criteria of the Alberta Building Code applicable to the Development and shall not create deflection that exceeds the standards set forth below. As used in this Section, fixed loads shall mean uniform or concentrated loads and shall include equipment, files, library stacks, or similar loading conditions.
  - (a) For wood frame Construction, deflection shall not exceed  $L/180$  for Roofs with a slope of 3 in 12 or less or  $L/120$  for Roofs with a slope of greater than 3 in 12 and for floors
  - (b) For steel frame Construction, deflection shall not exceed  $L/240$  for Roofs with a slope of 3 in 12 or less or  $L/180$  for Roofs with a slope of greater than 3 in 12 and for floors.
  - (c) For concrete Construction, deflection shall not exceed  $L/180$  for Roofs or  $L/240$  for floors.
- (10) Where the Rehabilitation or Adaptive Reuse of an existing Building creates or includes any new Building element of a type listed below, then the new element shall comply with the requirements for such an element established by the Alberta Building Code and the Safety Codes Act, as applicable.
  - (a) The installation of a floor system which did not previously exist.
  - (b) When the number of stories in a Building is increased without increasing the height of the Building.
  - (c) Newly created tenant Separation assemblies.
  - (d) Newly created floor, door, and window openings. Additionally, newly created door openings in walls which are fire-resistance rated.
  - (e) Protection of newly created openings in fire resistance rated assemblies.
  - (f) Newly created exits, exit stairways,
  - (g) Newly installed fire escapes.
  - (h) Newly installed elevator devices (not replacing an existing device) and other newly installed (not replacement) equipment.

### 5.22 Rehabilitation and Adaptive Reuse Standards

- (i) Newly installed electrical service equipment, switchboards, panel boards, motor control centres and other electrical equipment containing over current, switching or control devices likely to require examination, adjustment, servicing or Maintenance while energized.



## 5.23 RELOCATION OF BUILDINGS

- (1) No Person shall move or cause to be moved, or place on a Lot or Parcel of Land a Building, including a Dwelling, formerly erected or placed on a different Lot or Parcel until a Development Permit has been issued.
- (2) Any application for a “moved-in Building” considered by the Development Authority shall:
  - (a) be accompanied by recent colour photographs of the structure; and
  - (b) indicate if the Building will meet current requirements of the Alberta Building Code (ABC), and if it does not, how the Building will be brought up to these requirements; and
  - (c) meet all other requirements or conditions as required by the Development Authority.
- (3) The Development Authority may, at its sole discretion, require, prior to the approval of a Development Permit for Building relocation that an inspection of the proposed Building be completed by the Development Authority or a designated officer to determine its suitability for relocation in the County.
- (4) When reviewing an application to move an existing Dwelling onto a Lot or Parcel, the Development Authority shall, among other matters, consider the following:
  - (a) age of the Building;
  - (b) structural condition of the Building;
  - (c) siting on the Lot;
  - (d) Road access; and
  - (e) availability of services including power, water supply and sewage disposal facilities.
- (5) Issuance of an Occupancy Permit is required for all structures associated with Relocation of Buildings Development.

## 5.24 SEA CANS AND SHIPPING CONTAINERS

- (1) Except where directed otherwise in this Bylaw, Sea Cans and Shipping Containers within all Districts shall require a Development Permit to be issued.
- (2) Within Residential Districts a maximum of one (1) Sea Can or Shipping Container may be permitted on Lots or Parcels 1.2 ha (3.0 ac) or greater in area, at the discretion of the Development Authority.
- (3) Notwithstanding **Section 5.24(1) above**, at the discretion of the Development Authority, one (1) Sea Can or Shipping Container may be permitted on Lots or Parcels less than 1.2 ha (3.0 ac) in area within a Residential District, on a temporary basis for the purpose of storing Construction materials during the Construction of the Main Building on a Lot or Parcel.
- (4) The maximum number of Sea Cans or Shipping Containers that may be placed on a Lot or Parcel within a Non-Residential District shall be at the discretion of the Development Authority.
- (5) Notwithstanding any other provision in this Bylaw, on Lots or Parcels larger than 2.0 ha (5.0 ac) in area within the Agricultural (A) District a maximum of two (2) Sea Cans or Shipping Containers may be placed on a Lot or Parcel without requiring a Development Permit to be issued.
  - (a) Additional Sea Cans or Shipping Containers in excess of two (2) shall require a Development Permit to be issued.
- (6) If a Temporary Development Permit for a Sea Cans or Shipping Container has been approved by the Development Authority, then the Sea Cans or Shipping Container may be placed on a Site for a period of six (6) months. After that period has expired the Developer will be required to apply to the County for an extension for the permit. Extensions may be issued at intervals of up to six (6) months each, at the discretion of the Development Authority.
- (7) Except for the purpose of Building Material in accordance with **Section 5.22** of this Bylaw, Sea Cans or Shipping Containers may not be stacked. The maximum height for a Sea Can or Shipping Container allowed on a Parcel is 3.0 m (10.0 ft.).
- (8) Sea Cans or Shipping Containers located in a Residential District may be a maximum of 6.0 m (20.0 ft.) in length.
- (9) Within all Districts, except the Agricultural (A) District, the exterior finish of a Sea Can or Shipping Container must be consistent with the finish of the primary Building.
- (10) Sea Cans or Shipping Containers cannot be used as a Main, Secondary, or Accessory Dwelling, unless a Development Permit and associated Use and Occupancy Permit have been issued under the provisions of this Bylaw, and all required approvals under provincial regulations have been obtained.

## 5.25 SERVICE STATIONS

- (1) Development of a Site as a Service Station or Gas Station where allowed under this Bylaw shall comply with the provisions of this Section.
- (2) Service Stations shall be located in such a manner that:
  - (a) No entrance or exit thereto for motor Vehicles shall be within 61 m (200 ft.) of an entrance to or exit from a Public or Quasi-Public Use.
  - (b) No part of any Building or any pump or other Accessory Building, structure, or Use shall be within 6.0 m (20 ft.) of a side or rear Property Line.
  - (c) There shall be a Front Yard of not less than 12.0 m (40 ft.), and no gasoline pump shall be located closer than 6.0 m (20.0 ft.) to the front Property Line.
  - (d) Storage tanks shall be set back from adjacent Buildings in accordance with applicable Provincial requirements
- (3) Lot Area and Coverage
  - (a) The minimum Site area shall be 743.0 m<sup>2</sup> (8000 sq. ft.) and the maximum Building coverage shall be 40% of the Site area. For Service Stations including car washes the minimum Site area shall be 1115 m<sup>2</sup> (12,000 sq. ft.).
  - (b) In the case of a Service Station designed and built as part of a shopping centre, the ratio of Building space to Parking Space shall be as determined by the Development Authority.
- (4) Surfacing
  - (a) All parts of the Site to which Vehicles may have access shall be hard surfaced and drained in accordance with County Standards to the satisfaction of the Development Authority.
- (5) Lighting
  - (a) Any lighting proposed to illuminate Off-Street Parking Areas shall be located and arranged so that all direct rays of light are directed upon the Site only and not on any adjoining properties, pursuant to **Section 4.5** of this Bylaw.
- (6) Use and Maintenance of Service Station Site and Buildings
  - (b) The Owner, tenant, operator, or Person in charge of a Service Station shall at all times:
    - (i) Be prohibited from the carrying on of the business of a public Garage or parking Garage (provided, however, that this shall not prevent the Use of Garage space available on any authorized Service Station for storage) or of any business or activity which is Obnoxious or Offensive, or which may constitute a Nuisance or annoyance

### 5.25 Service Stations

to Persons Occupying lands in the immediate vicinity of the Site of a Service Station by reason of dust, noise, gases, odour, smoke, or vibration.

- (ii) Be responsible for the proper, safe and orderly operation thereof and of motor Vehicles using said Service Station or when repaired or serviced thereat, and without restricting the generality of the foregoing, shall see:
  - 1. that operators of motor Vehicles do not obstruct the sidewalks and Boulevards Abutting or adjacent to the Service Stations; and
  - 2. that operators of motor Vehicles enter and leave the Service Station only at the entrances and exits provided for such purposes and not elsewhere.
- (iii) Maintain on the boundaries of the Site, where required by the Development Authority, an appropriate Fence not less than 1.5 m (5.0 ft.) in height.

## 5.26 SHOOTING RANGES

- (1) Shooting Ranges, Outdoor
  - (a) Permit required
    - (i) Shooting Ranges shall require a Development Permit to be issued. Indoor Shooting Ranges shall also require an Occupancy Permit.
  - (b) Provincial approval required
    - (i) Provide evidence of approval to operate issued by the provincial minister in accordance to Section 29 of the Firearms Act (S.C. 1995, c. 39), as amended.
  - (c) Site Plan required
    - (i) Submit Site plan in accordance with the *Shooting Clubs and Shooting Ranges Regulations* that shows the geographical location and layout of the Shooting Range and the portion of the surrounding area that could be affected by shooting on the Shooting Range, as well as the Land Use of that portion. Including location of signage, lighting, topographical features (e.g., water bodies, topography, trees, baffles, or Berms) and areas of significant environmental conditions, such as strong winds, which can affect normal operating conditions.
  - (d) Lighting
    - (i) Adequate lighting shall be placed in areas used for vehicular/pedestrian access including but not limited to: stairs, sidewalks, crosswalks, intersections, or changes in grade, pursuant to **Section 4.5** of this Bylaw. Lighting mitigation required.
  - (e) Dust Reduction
    - (i) Unpaved Roads, travel ways and/or Parking Areas shall be treated to prevent dust from Adverse Effects to adjacent properties.
  - (f) Separation Requirements
    - (i) An outdoor Shooting Range shall not be constructed or newly located within:
      - 1. one-half (½) mile (800 m) of an existing school, library, Day Care Facility, healthcare facility, and/or religious institution; and
      - 2. three hundred (300 m) meters (1,000 ft.) of an existing Dwelling Unit for Residential Use and is not located on the same Property as the Use.

5.26 Shooting Ranges

(g) Security

- (i) Perimeter identification shall be equivalent in visual impact to a Fence line or survey line.
  - 1. in wide open terrain (e.g., prairie areas), no additional perimeter identification beyond signage is required. Fencing of the perimeter is not required.
  - 2. in the case of boundaries defined by water courses, regularly spaced warning Signs placed above the high-water mark will suffice.
- (ii) if under normal operating conditions fired projectiles or subsequent ricochets are able to leave the active range area, a downrange safety area (forward of the firing point) is required that meets the *RCMP Range Design and Construction Guidelines Safety Area Design Criteria*. Safety areas cannot overlap onto areas of human habitation or regular human activity, including but not limited to Dwellings, Buildings, businesses, or human activity Sites (e.g., public campground, recreational areas, or similar Sites).

(h) Environment.

- (i) Provide a Phase I Environmental Site Assessment Report that includes any potential off-Site and/or downstream impacts and all mitigation measures identified during the Environmental or similar assessment to satisfaction of the Development Authority.

(i) Reclamation.

- (i) Provide a reclamation plan for the range Site addressing environmental safety and fire & emergency management, and outlining mitigation measures in accordance with Alberta Health, Safety Codes Council, Minister of Public Works and Government Services, and any additional provincial and federal regulations, as applicable.

(j) Signage.

- (i) Signs shall serve to warn people approaching the Site about the presence of a Shooting Range and the associated dangers of approaching it in accordance with the *RCMP Range Design and Construction Guidelines for Range and Safety Area Signs*.
- (ii) Signage location shall be identified in the Site plan.
- (iii) In all instances, the Signs shall be of durable Construction, such that they can resist weathering.
- (iv) Signs shall meet County Sign Regulations (**Section 4.21** of this Bylaw, as amended).

5.26 Shooting Ranges

(k) Perimeter Setback.

(i) Seventy-five (75 m) meters, (200 ft.).

(ii) Storage of debris, equipment, and other materials shall not be permitted in the perimeter Setback.

(l) Perimeter Buffer.

(i) Fifteen (15 m) meters, (50 ft.).

(m) Structure.

(i) Outdoor Shooting Ranges must be designed to contain all projectiles fired on Site in accordance with the *RCMP Range Design and Construction Guidelines*.

(n) Hours of Operation.

(i) The hours of operations for a Shooting Range or Shooting Club shall be clearly defined in the Range Operating Instructions as submitted for licensing. .

Amended by  
Bylaw 20-22

(2) Shooting Ranges, Indoor

(a) In addition to meeting the requirements under **Sections 5.26(1)(a), 5.26(1)(b), and 5.26(1)(f) above**, Indoor Shooting Ranges must:

(i) meet all applicable regulations within the Designated District that provides for the Use.

## 5.27 TELECOMMUNICATION FACILITIES

- (1) Development of Telecommunication Facilities, where provided for under this Bylaw, shall require an application for a Development Permit and may be approved provided that the associated structure and apparatus:
  - (a) Have Industry Canada approval;
  - (b) Be camouflaged and, as far as possible, have the appearance and aesthetic of other Buildings permitted in the District;
  - (c) Meet the Setback requirements of the District or meet Setback requirements that are satisfactory to the Development Authority;
  - (d) Be limited to a maximum height of 46 m (150 ft.) at its highest point. The height of a ground-mounted Antenna and support structure shall be determined by measurement from the point at which the support structure enters the typical ground surface to the top of the Antenna at its highest position;
  - (e) Be a free-standing, ground-mounted Unit;
  - (f) Notwithstanding **Section 5.27(1)(e) above**, a Roof-mounted Unit shall be allowed where the applicant can demonstrate that a ground-mounted Unit would prohibit adequate transmission or reception of radio signals. The Antenna and support structure of a Roof-mounted Unit shall be installed on the Roof of a Building to a maximum combined height of 18.0 m (59.0 ft.) from the typical ground surface to its highest point;
  - (g) Be located in a Rear or Side Yard only;
  - (h) Not be illuminated, nor shall it have attached to it any advertising, graphics, flags, or other elements unrelated to its function as a component of a radio signal transmitting and receiving device; and
  - (i) Be landscaped to screen the base of the Antenna and reduce the negative visual impact on adjacent properties. The Development Authority may require Screening and Landscaping around the lower portion of the support structure where, in the opinion of the Development Authority, such measures would reduce potential negative visual impact of the structure on adjacent properties.
- (2) All Telecommunication Facilities shall have Landscaping that reflects the typical Landscaping in the District.
- (3) The Development of all Telecommunication Facilities shall follow the regulations of Industry Canada, including public consultation as required.



## 5.28 TOWER/ANTENNA FACILITIES

- (1) The provisions under this section shall apply to Tower and/or Antenna Facilities, including WECS monitoring stations, within the County of Vermilion River, in addition to applicable regulations under **Sections 5.27** and **5.30**, and applicable federal and provincial regulations.
- (2) In addition to a Development Permit, federal and / or provincial approval is required, as applicable.
  - (a) Multiple tower structures will require individual Development Permit applications, unless located in the same Lot or Parcel.
- (3) Guyed tower/Antenna structures are to be located on properties that allow for a distance from the base to boundary Setbacks that is no less than equal to the final structure height. In all cases that base, and anchor structures must be designed for the soil conditions present. A professional engineered design with supporting soil profiles must accompany the application for Development. Precise location (Latitude and Longitude) of the base and anchors must be revealed.
- (4) Self-support towers/Antennae are to be located respecting the Building and safety codes for the community. In all cases, the base structures must be designed for the soil conditions present. A professional engineered design with supporting soil profiles must accompany the application for Development.
- (5) Tower and Antenna Facilities are encouraged to have daytime visual markers to prevent interference with bird migration.
- (6) Appropriate fencing around the base, anchors and Site limiting public access to the tower and exposure to high Radio frequency (RF) energy fields must be provided with consideration of community aesthetics, in accordance with **Section 4.5** of this Bylaw.
- (7) As a condition of obtaining a Development Permit the applicant agrees to the following:
- (8) The Site will be reclaimed within six (6) months of cessation of operation.
- (9) The Site reclamation will comply with Alberta Environmental Laws to be provided by Alberta Environment or their agent.
- (10) The County shall request public consultation for all proposed wireless communications facilities greater than 10 m in height for landowners within a radius of six (6) times the tower height. The Carrier will be required to pay the costs associated with the public consultation.
- (11) A letter of support will be sent by the County to Industry Canada if:
  - (a) any technical assessment that was requested by the County has been completed to the satisfaction of Council; and
  - (b) a public consultation was either not necessary or, if public consultation was deemed necessary, it was completed, and the results of the consultation provided to Council for final decision. The results of this decision will be forwarded by the Development Authority to Industry Canada.

### 5.28 Tower/Antenna Facilities

- (12) A letter of credit may be required to address the decommissioning and reclamation of Sites should a location be taken out of service. The amount of security and term will be reviewed on a case-by-case basis to determine reclamation costs.
- (13) Requirements for certain structures located within residential areas, such as personal Antenna systems (e.g. used for over the air and satellite television reception or Amateur Radio operation), shall be at the discretion of the Development Authority.

## 5.29 VEHICLE WASHING ESTABLISHMENTS

- (1) In addition to the applicable requirements under **Section 2.7** of this Bylaw, a Person applying to develop a Site as a Vehicle Washing Establishment within a District where such Use is allowed under this Bylaw, shall comply with the provisions of this Section.
  - (a) Only those Vehicle Washing Establishments utilizing recycling methods that meet provincial regulations will be considered.
- (2) Groundwater Protection
  - (a) Prior to the approval of any Development Permit under this Bylaw for a Vehicle Washing Establishment, geotechnical and groundwater assessments shall be provided to the satisfaction of the County, prepared by an independent engineer registered to practice in the province of Alberta, to determine any potential impact on groundwater and shall include recommendations on protective measures to be undertaken to substantially eliminate the potential for negative effect on groundwater.
    - (i) The implementation of the recommended measures shall form a part of the Development Permit conditions of approval under this Bylaw. Any area identified as Vehicle Washing Establishment, including the storage of any petrochemicals or materials that may impact on groundwater, shall be stored in an approved container and shall be located in an area immediately above a lower parkade (or other accessible subgrade area) to the satisfaction of the County.
- (3) Location
  - (a) In addition to those Districts where Vehicle washing establishments are listed as a Permitted or Discretionary Use, a Vehicle washing establishment may be allowed as a Discretionary Use as part of a shopping centre Development, if the Development Authority is satisfied that it will not adversely affect an adjoining Land Use or the function of the shopping centre in relation to traffic circulation.
- (4) Site Area
  - (a) The minimum Site area shall be 557.4 m<sup>2</sup> (6,000 sq. ft.) and shall contain storage space for ten (10) Vehicles prior to their entry into any part of the cleaning process for which they are bound.
  - (b) In the case of Service Stations including car washes, a minimum Site area shall be 111.5 m<sup>2</sup> (1,200 sq. ft.).
- (5) Site and Building Requirements
  - (a) All Site and Building requirements shall be according to the underlying Land Use District and to the satisfaction of the Development Authority.

## 5.30 WIRELESS COMMUNICATION FACILITIES

- (1) Wireless communication facilities should be encouraged to locate in agricultural, industrial and other non-residential districts.
- (2) Where possible, visually unobtrusive Antennas are encouraged to co-locate with existing infrastructure such as but not limited to Signs located on private Property and water towers.
- (3) All Carriers interested in locating a Wireless Communications Facility within the County should first contact all other Carriers providing similar services and pursue Co-Location before meeting with the Development Authority. These responses should be provided to the Development Authority in writing prior to meeting with him or her.
- (4) New wireless communications facilities should be built to a standard to accommodate multiple devices. If such Co-Location of facilities is not feasible, the Clustering of such facilities shall be encouraged.
- (5) Developers of a Wireless Communications Facility that plan for the facility and can accommodate other wireless operators on the Site will be given priority status.
- (6) The application for Development of a Wireless Communications Facility is encouraged to engage existing Owner/operators of these structures for Co-Location opportunities. Existing operators are encouraged to participate in the process by charging reasonable rates for this privilege.
- (7) Applications for Development of structures outside of the Alberta Building Code such as Lattice Towers shall include a document from authoritative sources demonstrating structural adequacy of the specified structure for the location and loading defined in the application. Such authorities include: the Canadian Standards Association and qualified structural engineers. Stamps and Seals of approval shall accompany the documentation.
- (8) Guyed-tower structures are to be located on properties that allow for a distance from the base to boundary Setbacks that is no less than equal to the final structure height. In all cases that base, and anchor structures must be designed for the soil conditions present. A professional engineered design with supporting soil profiles must accompany the application for Development. Precise location (Latitude and Longitude) of the base and anchors must be revealed.  
  
Self-support towers are to be located respecting the Building and safety codes for the community. In all cases the base structures must be designed for the soil conditions present. A professional engineered design with supporting soil profiles must accompany the application for Development.
- (9) Guyed facilities are encouraged to have daytime visual markers to prevent interference with bird migration.
- (10) In those instances where Transport Canada requires that a Wireless Communication Facility be lit, the following measures are encouraged:
  - (a) the light source should not spill over onto adjacent properties;

### 5.30 Wireless Communication Facilities

- (b) the lighting should be a minimum number of low intensity white lights; and
  - (c) the strobe interval should be the maximum allowable by Transport Canada.
- (11) The location of wireless communication facilities should have regard to Alberta Transportation and the County of Vermilion River Setbacks from Highways and Roads.
- (12) Signage for wireless communications facilities should only:
  - (a) identify the facility;
  - (b) identify the Owner and provide up-to-date contact information; or
  - (c) warn of any safety issues.
- (13) Multiple tower structures will require individual Development Permit applications.
- (14) Applications for the Development of wireless facilities must include in the Development application letters from the following authorities:
  - (a) Transport Canada governing painting and lighting of the applicant's tower for aeronautical safety;
  - (b) NavCanada governing aircraft communication and instrumentation immunity from the applicant's tower transmissions;
  - (c) Industry Canada governing the frequency of operations and public safety from non-ionized radiation in accordance with Safety Code 6. Licensed Exempt operators must provide a stamped letter from a licensed professional RF engineer guaranteeing these conditions will be met; and
- (15) Appropriate fencing around the base, anchors and Site limiting public access to the tower and exposure to high RF energy fields must be provided with consideration of community aesthetics.
- (16) The application for Development must include consideration to minimizing environmental damage through the following measures:
  - (a) Consultation with Federal and Provincial environmental agencies to ensure the Site selected and the resultant Construction does not impact upon sensitive ecologies nor interfere with migrating birds or animals. Confirming letters from these agencies must accompany the application for Development.
  - (b) The application for Development shall include a signed letter from the applicant detailing corrective action(s) to remediate any environmental damages.
- (17) As a condition of obtaining a Development Permit the applicant agrees to the following:
  - (a) The Site will be reclaimed within six (6) months of cessation of operation.

### 5.30 Wireless Communication Facilities

- (b) The Site reclamation will comply with Alberta Environmental Laws to be provided by Alberta Environment or their agent.
- (18) The County shall request public consultation for all proposed wireless communications facilities greater than 10 m in height for landowners within a radius of six (6) times the tower height. The Carrier will be required to pay the costs associated with the public consultation.
- (19) A letter of support will be sent by the County to Industry Canada if:
  - (a) any technical assessment that was requested by the County has been completed to the satisfaction of Council; and
  - (b) a public consultation was either not necessary or, if public consultation was deemed necessary, it was completed, and the results of the consultation provided to Council for final decision. The results of this decision will be forwarded by the Development Authority to Industry Canada.
- (20) A letter of credit may be required to address the decommissioning and reclamation of Sites should a location be taken out of service. The amount of security and term will be reviewed on a case-by-case basis to determine reclamation costs.
- (21) Requirements for certain structures located within residential areas, such as personal Antenna systems (e.g. used for over the air and satellite television reception or Amateur Radio operation), shall be at the discretion of the Development Authority.





## PART 6.0

# LAND USE DISTRICTS REGULATIONS

**5.3.4 Wind Conversion Systems (WECS), Small**

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## 6.1 ESTABLISHMENT OF LAND USE DISTRICTS

- (1) For the purposes of this Bylaw, the County of Vermilion River is divided into the following districts:
  - (a) Non-Residential Districts
    - (i) Agricultural (A) District
    - (ii) Business and Services (B) District
    - (iii) Commercial (C1) District
    - (iv) Commercial - General (GC) District
    - (v) Commercial - Limited (LC) District
    - (vi) Industrial - Heavy (MH) District
    - (vii) Industrial - Light (M1) District
    - (i) Industrial - Medium (M) District
    - (ii) Industrial - Rural (RM) District
    - (iii) Landfill and Composting (LC) District
    - (iv) Parks and Recreation (PR) District
  - (b) Residential Districts
    - (i) Country Residential - Agriculture (CR-A) District
    - (ii) Country Residential - Multi-Lot (CR-M) District
    - (iii) Country Residential - Single-Lot (CR-S) District
    - (iv) Residential - Low Density (R) District
    - (v) Residential - Medium Density (R1) District
    - (vi) Residential- High Density (R2) District
    - (vii) Residential- Multi-Family/Multi-Unit (R3) District
- (2) The boundaries of the districts listed in this Bylaw are as delineated in the LAND USE DISTRICT MAP, which is **Part 9** of this Bylaw.
- (3) Where uncertainty exists as to the boundaries of districts as delineated in the LAND USE DISTRICT MAP, the following rules shall apply:
  - (a) where a boundary is shown as following a street or Lane, it shall be deemed to follow the centre line thereof.
  - (b) where a boundary is shown as approximately following a Lot Line, it shall be deemed to follow the Lot Line.

**5.3.4 Wind Conversion Systems (WECS), Small**

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## 6.2.1 Agricultural (A) District

## 6.2 NON-RESIDENTIAL DISTRICTS

## 6.2.1 AGRICULTURAL (A) DISTRICT

- (a) The Purpose of this District is to provide for the continuing Use of land for agricultural activities associated with primary production and ancillary Uses while encouraging conservation practices, and to preserve valuable agricultural land from Development that is incompatible with primary production. Additional provisions apply to lands within the Agriculture Preservation Area (APA) and Environmentally Sensitive Area (ESA) Overlays.

## DISTRICT BOUNDARIES

- (i) This District comprises all the land in the County of Vermilion River excepting land in other Designated Districts.

## PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agricultural Operation	Abattoirs	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.
Agricultural Production	Accessory Living Quarters	Other existing Uses limited to: non-conforming.
Confined Feeding Operation	Agricultural Support Services	
Extensive Agriculture	Agri-Tourism	
Farming	Animal Breeding and/or Boarding Establishments	
Single Family Dwelling	Bed and Breakfast Establishments	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area. Unless a Variance under <b>Section 2.13</b> has been granted.
Buildings and Uses accessory to Permitted Uses	Bulk Fuel Storage and Sales	
	Religious Assemblies	
	Day Homes	
	Family care facilities	

**Amended by  
Bylaw 20-22**

6.2.1 Agricultural (A) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Farmsteads	In connection with an Agricultural Operation, as defined in this Bylaw, and unsubdivided from quarter section. Pursuant to <b>Section 4.12.</b>
	Group care facilities	
	Group Homes	
	Guest Ranches	
	Home Occupations, Major	
	Home Occupations, Minor	
	Institutional Uses	
	Intensive Agriculture	
	Licensed Cannabis Production Facility	
	Licensed Industrial Hemp Production Facility	
	Licensed Cannabis or Industrial Hemp Storage and Distribution Facility	
	Mobile Home	
	Natural Resource Extraction and Ground Disturbance Operations	
	Office Use	Office use limited to Business and Professional Services uses ancillary to the Main Use.
	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
	Public education facilities	
	Public or Quasi-Public Buildings and Uses	

Amended by  
Bylaw 20-22

6.2.1 Agricultural (A) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Public Utilities and Public Utility Buildings	
	Recreational Uses	
	Recreational Vehicle Campgrounds	
	Rural Commercial Uses	
	Secondary Dwelling	
	Signs	
	Veterinary Clinic	
	Warehouse Facilities	
	Wind Energy Conversion System	
	Wireless Communications Facility	
	Work Camp	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

(b) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED USES	DISCRETIONARY USES	ADDITIONAL PROVISIONS
Minimum Lot Area	One quarter-section	As required by the Development Authority	<p>Agricultural land should be retained as large, intact parcels. Except where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be</li> </ul>

## 6.2.1 Agricultural (A) District

ELEMENT	PERMITTED USES	DISCRETIONARY USES	ADDITIONAL PROVISIONS
			governed by the policies in the MDP respecting the Subdivision of fragmented areas.
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Maximum Height	10.5 m (34.5 ft.) Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		Subject to the Additional Provisions in <b>Sub-section 1.1.1</b> and <b>Sub-section 7.2.2</b> , where applicable.
Special Uses	Wind Energy Conversion Systems shall be governed by the regulations contained in <b>Section 5.3</b> of this Bylaw.		
Discretionary & Accessory Uses	Will require redesignation to the appropriate District at the discretion of the Development Authority.  When suspended or discontinued, in accordance with the provision of <b>Section 2.8(1)</b> .		
Higher-Density Development on Difficult-to-Farm Sites	(a) In order to reduce the pressure for non-farm Development on Higher Capability Agricultural Lands, Development of non-farm Uses may be allowed incrementally at a higher Density, up to the next District within the same category, on Lots or Parcels that are considered difficult to farm. A tract of land may be considered difficult to farm, if it has one or more of the following characteristics:		

6.2.1 Agricultural (A) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			<ul style="list-style-type: none"> <li>(i) Small size or irregular shape</li> <li>(ii) Physical isolation from other farm fields by Roads, steep hills, ditches or similar features.</li> <li>(iii) Wooded, as defined herein.</li> <li>(iv) Containing steep slopes, wetlands, or other environmentally sensitive features.</li> </ul> <p>(a) That portion of a Parcel that meets the criteria above, may be further subdivided into Lots or Parcels in accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan, subject to the following requirements:</p> <ul style="list-style-type: none"> <li>(i) Maximum Density shall be 4 Units per Quarter-Quarter Section (30 acres).</li> <li>(ii) Excepting within those areas covered by the Agriculture Preservation Area (APA) Overlay where the maximum Permitted Density shall be 2 Units per Quarter-Quarter Section (20 acres). Permitted Density may not be transferred from one Quarter-Quarter Section to another.</li> </ul> <p>(b) Each Lot must contain adequate build-able area for Construction of a house, well, and septic system meeting Provincial and County requirements, including sufficient area for an alternate septic system Site, if required.</p> <ul style="list-style-type: none"> <li>(i) The applicant must demonstrate to the satisfaction of the Development Authority that Lots are clustered in areas of non-productive soils in order to minimize visual and physical intrusions into agricultural land and to respond sensitively to the environmental features of each Site. <ul style="list-style-type: none"> <li>1. If Lots are accessed by a new Road, the Road shall be constructed to County Standards.</li> </ul> </li> <li>(ii) Any additional lands that are not included in the Lots shall be permanently restricted by a conservation Easement against further Subdivision or Development.</li> <li>(iii) These lands may be used in one or more of the following ways: <ul style="list-style-type: none"> <li>1. Leased to a farmer for agricultural Use.</li> <li>2. Held in common by all landowners of the Development, for Open Space or recreational purposes.</li> <li>3. Conveyed to the County, a government agency, or private non-profit organization for permanent protection as parkland or wildlife preserve.</li> <li>4. Attached to one or more of the existing Lots.</li> </ul> </li> </ul>
Exceptions	<p>At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, standpipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.</p>		

6.2.1 Agricultural (A) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		



## 6.2.2 Business and Services (B) District

**6.2.2 BUSINESS AND SERVICES (B) DISTRICT**

- (a) The Purpose of this District is to allow for commercial Development that provides customer and/or business services within in appropriate locations in the County.

## DISTRICT BOUNDARIES

- (i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.
- (ii) Land designated under the Lloydminster Fringe Business (B2) District within the Lloydminster Intermunicipal Development Plan.

**Amended by  
Bylaw 20-22**

## PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Commercial Uses	Auctioneering Establishments	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.
Eating and Drinking Establishment	Automotive and Recreational Vehicle Sales/Rental Establishments  Automotive and Equipment Repair Shop, Light	Other existing Uses limited to: non-conforming.
Health Services	Cannabis Accessory Store	
Institutional Uses	Dwellings existing as of the date of the approval of this Bylaw	
Office Use	Licensed Medical Cannabis Clinic	Office use limited to Business and Professional Services uses ancillary to the Main Use.
Personal Service Shop	Licensed Cannabis Retail Sales Establishment	
Private Club	Mixed-Use Development	
Recreation Services, Indoor	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.

## 6.0 Land Use Districts Regulations

### 6.2.2 Business and Services (B) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Buildings and Uses accessory to Permitted Uses	Public Park	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.
	Service Stations	
	Signs	
	Veterinary Clinic	Veterinary Clinic Use limited to small animals.
	Wind Energy Conversion System, Micro	
	Wireless Communications Facility	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

### (b) DEVELOPMENT REGULATIONS

REGULATION	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	1 ac–5 ac (0.40–2.0 ha)	As required by the Development Authority	Except where the Lot is subject to: <ul style="list-style-type: none"> <li>a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an		Except for provincial Highways, which are subject to Alberta Transportation regulations.

6.2.2 Business and Services (B) District

REGULATION	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	approved Site Development Plan or Area Structure Plan		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.  For Sites Abutting a Residential District and not separated from that District by a Road or utility Lot – 1.5 m (5 ft.)  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.  Communications Towers, minimum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	The location of any shelterbelts shall be determined by the Development Authority		
Exceptions	Notwithstanding any other provision of this Bylaw to the contrary, Dwellings existing as of the date of the approval of this Bylaw may be entirely restored		

### 6.2.2 Business and Services (B) District

REGULATION	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			and/or replaced, whether or not they have been damaged by fire or other incident, and whether or not the landowner/Developer merely wishes to replace the Building.
Restricted Uses			The Development Authority may restrict, or may be subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses adjacent or nearby a Designated Non-Residential District.
Maximum Mixed-Use Residential Density			10 Units per ha (24.7 DUA)
Additional Regulations			In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.

## 6.2.3 Commercial (C1) District

**6.2.3 COMMERCIAL (C1) DISTRICT**

- (a) The Purpose of this District is to allow Development of Commercial Uses on Lots between in various locations. These locations are characterized with good accessibility to Roadways.
- (b) DISTRICT BOUNDARIES
- (i) This District comprises all the land in the County of Vermilion River as designated on the Land Use District Map.
- (ii) As well as County approval, any Development within this District may require an approval by a Provincial agency. If such Provincial approval is required, issuance of the Provincial approval will be a condition of the approval of any Development Permit in this District.
- (c) PERMITTED AND DISCRETIONARY USES

**Amended by  
Bylaw 20-22**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agricultural Support Services		
Amusement Establishment, Indoor	Adult Entertainment Establishment	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.
Business Support Services Establishment	Adult Use	Other existing Uses limited to: non-conforming.
Commercial Storage	Animal Hospital	<p>Animal Hospital Use limited to small animals.</p> <p>Commercial Storage &amp; Commercial Use limited to: less than 5,000 sq. ft. with retail outlet, including Manufacturing, assembling, fabricating, processing, packing, repairing, or storage of goods, which have not been declared a Nuisance and provided these Uses shall not cause:</p> <p>(a) Unreasonable dissemination of dust, smoke, visible gases, or noxious gases, fumes, noise, vibration, or odour beyond the boundaries of the Site on which the Use is conducted;</p> <p>(b) Hazard of fire, explosion, or other physical damage to adjacent structures or vegetation.</p>

## 6.0 Land Use Districts Regulations

### 6.2.3 Commercial (C1) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Commercial Use	Amusement Establishment, Outdoor	
	Automotive and Recreationa Vehicle Sales/Rentals Establishment	
Drive-In Business	Bed and Breakfast Establishments	
Eating and Drinking Establishment	Campground	
Entertainment Establishment	Cannabis Accessory Store	
Equipment Rental Establishment	Existing Dwellings, as of the date of the approval of this Bylaw	
General Retail Establishment	Licensed Medical Cannabis Clinic	
Government Services	Licensed Cannabis Retail Establishment	
Highway Commercial Use	Liquor Sales and Storage Establishment	
Hotel	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
Institutional Uses	Public or Quasi-Public Buildings and Uses	
Intensive Agriculture	Public Utilities and Public Utility Buildings	
Mixed-Use Development	Shooting Range, Indoor	
Motel	Signs	
Office Use	Recreational Vehicle Campground	Office use limited to Business and Professional Services uses ancillary to the Main Use.
Recreation Facility, Indoor	Recreational Vehicle Campground, Seasonal	

## 6.0 Land Use Districts Regulations

### 6.2.3 Commercial (C1) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Recreation Services, Indoor	Recreational Vehicle Park	
Religious Assembly	Veterinary Clinic	Veterinary Clinic Use limited to small animals.
Service Station	Wireless Communications Facility	
Warehouse Sales Establishment	Buildings and Uses accessory to Discretionary Uses	Warehouse Sales Establishment limited to: more than 75% of sales are wholesale.  Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.
Buildings and Uses accessory to Permitted Uses	Cannabis Accessory Store	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.

### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	5 ac-10 ac (2.02 ha-4.05 ha)	As required by the Development Authority	Except where the Lot is subject to:  (a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or  (b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.  (c) the Subdivision of any fragmented area shall be governed by the policies in the County's Municipal Development Plan respecting the Subdivision of fragmented areas.

## 6.0 Land Use Districts Regulations

### 6.2.3 Commercial (C1) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Structures constructed adjacent to existing Similar Uses may be built without
			Side Yards where there is Lane access.  For Sites Abutting a Residential District and not separated from that District by a Road or utility Lot – 1.5 m (5 ft.)  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan. Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Maximum Height	10.5 m (34.5 ft.)  Communications Towers, minimum 46 m (150 ft.)		
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		



## 6.0 Land Use Districts Regulations

### 6.2.3 Commercial (C1) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	The location of any shelterbelts shall be determined by the Development Authority		
Restricted Uses	The Development Authority may restrict, or may be subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses adjacent or nearby a Designated Non-Residential District.		
Exceptions	Notwithstanding any other provision of this Bylaw to the contrary, a Grain Elevator and Grain Handling Facility may be constructed in that portion of NW 27- 50-6-W4 lying to the south of the Canadian National Railways right-of-way to a maximum height of 72 m (236.2 ft.), together with Uses accessory to a Grain Elevator and a Grain Handling Facility. As a condition of the approval of a Development Permit for such a facility, the Development Authority may impose such conditions pursuant to <b>Section 7.2.1</b> , which in its discretion are necessary to allow the Vermilion Airport to continue to function.		
Maximum Mixed-Use Residential Density	10 Units per ha (24.7 DUA)		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.2.3 Commercial (C1) District*

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6.2.4 Commercial - General (CG) District

**6.2.4 COMMERCIAL - GENERAL (CG) DISTRICT**

- (a) The Purpose of this District is to provide for a broad mix of Commercial Uses that have large Site requirements, are oriented to higher classification Roadways, and provide services to the entire County and surrounding area.

DISTRICT BOUNDARIES

- (i) This District comprises all the land in the County of Vermilion River as designated on the Land Use District Map.

PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Amusement Establishment, Indoor	Adult Entertainment Establishment	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.
Business Support Services Establishment	Adult Use	Other existing Uses limited to: non-conforming.
Commercial Storage	Animal Hospital	Animal Hospital limited to small animals.
Commercial Use	Amusement Establishment, Outdoor	Commercial Use limited to: greater than 5,000 sq. ft. with retail outlet, including Manufacturing, assembling, fabricating, processing, packing, repairing, or storage of goods, which have not been declared a Nuisance and provided these Uses shall not cause: <ul style="list-style-type: none"> <li>(a) Unreasonable dissemination of dust, smoke, visible gases, or noxious gases, fumes, noise, vibration, or odour beyond the boundaries of the Site on which the Use is conducted;</li> <li>(b) Hazard of fire, explosion, or other physical damage to adjacent structures or vegetation.</li> </ul>
Drive-In Business	Automotive and Recreational Vehicle Sales/Rentals Establishment	
Eating and Drinking Establishment	Bed and Breakfast Establishments	

6.2.4 Commercial - General (CG) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Entertainment Establishment	Campground	
Equipment Rental Establishment	Cannabis Accessory Store	
General Retail Establishment	Existing Dwellings, as of the date of the approval of this Bylaw	
Government Services	Licensed Medical Cannabis Clinic	
Highway Commercial Use	Licensed Cannabis Retail Establishment	
Home Occupations, Major	Liquor Sales and Storage Establishment	
Home Occupations, Minor	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
Hotel	Public or Quasi-Public Buildings and Uses	
Institutional Uses	Public Utilities and Public Utility Buildings	
Intensive Agriculture	Shooting Range, Indoor	
Mixed-Use Development	Recreational Vehicle Campground	
Motel	Recreational Vehicle Campground, Seasonal	
Office Use	Recreational Vehicle Park	Office use limited to: Business and Professional Services uses ancillary to the Main Use.
Recreation Facility, Indoor	Signs	
Recreation Services, Indoor	Veterinary Clinic	Veterinary Clinic Use limited to: small animals.
Religious Assembly	Wireless Communications Facility	

### 6.2.4 Commercial - General (CG) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Service Station	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.
Warehouse Sales Establishment		Warehouse Sales Establishment limited to: more than 75% of sales are wholesale.
Buildings and Uses accessory to Permitted Uses		Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.

### (b) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Greater than 10 ac (4.05 ha)	As required by the Development Authority	<p>Except where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		<p>Except for provincial Highways, which are subject to Alberta Transportation regulations.</p> <p>For Multi-Lot Developments: in accordance with an</p>

6.2.4 Commercial - General (CG) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.  For Sites Abutting a Residential District and not separated from that
			District by a Road or utility Lot – 1.5 m (5 ft.)  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	10.5 m (34.5 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	The location of any shelterbelts shall be determined by the Development Authority		

**6.2.4 Commercial - General (CG) District**

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Maximum Mixed-Use Residential Density	10 Units per ha (24.7 DUA)		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.2.4 Commercial - General (CG) District*

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## 6.2.5 Commercial - Limited (C2) District

**6.2.5 COMMERCIAL - LIMITED (C2) DISTRICT**

(a) Limited Commercial is intended to serve adjacent and connected Residential District(s). Limited Commercial Uses are smaller in scale and area than other Commercial Uses and provide for frequent shopping and service needs of nearby residents. The District is intended to provide locations for a wide range of small and medium sized businesses and services as a convenience to the neighbouring residential areas. Limited Commercial nodes shall develop as commercial clusters rather than a commercial strip and be limited in size up to 3 acres.

**(b) DISTRICT BOUNDARIES**

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

**(c) PERMITTED AND DISCRETIONARY USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Child Care Facility	Bed and Breakfast Establishment	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.
Commercial Uses	Boarding House	Other existing Uses limited to: non-conforming.
Day Care Facility	Home Occupations, Major	
Eating and Drinking Establishment	Home Occupations, Minor	
General Retail Establishment	Household Repair Service	
Government Services	Guest House	
Health Services	Cannabis Accessory Store	
Institutional Uses	Licensed Cannabis Retail Establishment	
Mixed-Use Development	Liquor Sales and Storage Establishment	
	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.

## 6.0 Land Use Districts Regulations

### 6.2.5 Commercial - Limited (C2) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Office Use	Public Park	Office use limited to: Business and Professional Services uses ancillary to the Main Use.
Personal Service Shop	Service Stations	
Private Club	Veterinary Clinic	Veterinary Clinic Use limited to: small animals.
Recreation Services, Indoor	Wireless Communications Facility	
Buildings and Uses accessory to Permitted Uses	Buildings and Uses accessory to Discretionary Uses	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.  Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

REGULATION	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	In accordance with the provisions of the adjacent District.	As required by the Development Authority	Except where the Lot is subject to:  (a) a Discretionary Use,  (b) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or  (c) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.  (d) the Subdivision of any fragmented area shall be governed by the policies in the County's Municipal Development Plan respecting the Subdivision of fragmented areas.  C2 nodes limited to: 3 ac (1.21 ha)

### 6.2.5 Commercial - Limited (C2) District

REGULATION	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Front Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.  Communications Towers, minimum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	The location of any shelterbelts shall be determined by the Development Authority		
Maximum Mixed-Use Residential Density	In accordance with the provisions of the designated or Abutting Land Use District.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.2.5 Commercial - Limited (C2) District*

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6.2.6 Industrial - Heavy (MH) District

**6.2.6 INDUSTRIAL - HEAVY (MH) DISTRICT**

(a) The Purpose of this District is to allow the Development of Heavy Industrial and Similar Uses [see “Heavy Industrial” under **Section 4.7**] that may require large areas of land, which may be considered unsuitable to be located in an urban area, and subordinate and associated Uses within industrial and manufacturing clusters within the County.

(b) DISTRICT BOUNDARIES

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

(c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agri-Business	Abattoirs	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, not including Dwelling Units of any kind.
Agricultural Industry	Animal Hospital	Other existing Uses limited to: non-conforming.
Agricultural Production	Auctioneering Establishment	
Agricultural Support Services	Animal Breeding and/or Boarding Establishments	
Bulk Fuel Storage and Sales	Auto Wrecker	
Compost Facility, Class I	Cemetery	
Compost Facility, Class II	Industrial Use, Medium	
Equipment Fabrication	Institutional Uses	
Heavy Truck and Equipment Storage	Intensive Agriculture	
Indoor Storage	Natural Resource Extraction Industry	
Industrial and Manufacturing Park	Office Use	Office use limited to Business and Professional Services uses ancillary to the Main Use.

## 6.0 Land Use Districts Regulations

### 6.2.6 Industrial - Heavy (MH) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Industrial Use, Heavy	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
Industrial Vehicle and Equipment Sales/Rentals Establishment	Protective and Emergency Services	
Kennel	Public or Quasi-Public Buildings and Uses	
Natural Resource Extraction and Ground Disturbance Operations	Public Utilities and Public Utility Buildings	
Landfill	Recreational Uses	
Landfill, Class II	Rural Commercial Uses	
Landfill, Class III	Salvage Yard	
Licensed Cannabis Production Facility	Service Station	
Licensed Cannabis or Industrial Hemp Processing, Storage, And Distribution Facility	Solar Array	
Livestock Sales Yard	Solar Collector, Ground Mount	
Manufacturing	Solar Collector, Roof Mount	Manufacturing Uses are limited pursuant to <b>Section 4.7.</b>
Manure Storage Facility	Stockpile Site	
Open Space	Storage Site	
Transportation Facilities	Sign	
Trucking and Cartage Establishment	Veterinary Clinic	
Un-serviced Industrial Use	Spur Rails	

## 6.0 Land Use Districts Regulations

### 6.2.6 Industrial - Heavy (MH) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Un-serviced Industrial Park	Wireless Communications Facility	
	Work Camp	
Vehicle Repair Establishment	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.
Warehouse Facilities		
Wind Energy Conversion System, Large		
Buildings and Uses accessory to Permitted Uses		Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area. Unless a Variance under <b>Section 2.13</b> has been granted.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Greater than 10 ac (4.05 ha)	As required by the Development Authority	<p>Except where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the County's Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>

## 6.0 Land Use Districts Regulations

### 6.2.6 Industrial - Heavy (MH) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Maximum Site coverage	60%		
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without
			Side Yards where there is Lane access.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	15.25 m (50 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		



## 6.0 Land Use Districts Regulations

### 6.2.6 Industrial - Heavy (MH) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	<p>In Front Yards, all areas not covered with driveways or Parking Areas shall be landscaped to the satisfaction of the Development Authority.</p> <p>The location of any shelterbelts shall be determined by the Development Authority.</p>		
Roads	<p>If a curb and gutter exist, all driveways, Parking Areas and storage areas shall be paved with asphalt or concrete for a minimum distance of 15 m (50 ft.) from the front line, plus 1.5 m (5 ft.) of concrete apron in from the curb and gutter.</p> <p>Notwithstanding any provisions to the contrary in this Bylaw, the designated Setbacks from Roadways in</p> <p><b>Table 1</b> and the minimum distances show in <b>Figure 1, Section 4.2</b>, apply to all Developments, at the discretion of the Development Authority.</p>		
Restricted Uses	The Development Authority may restrict, or may be subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses adjacent or nearby a Designated Non-Residential District.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.2.6 Industrial - Heavy (MH) District*

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## 6.2.7 Industrial - Light (M1) District

**6.2.7 INDUSTRIAL - LIGHT (M1) DISTRICT**

(a) The Purpose of this District is to allow the Development of Light Industrial and Similar Uses [see “Light Industrial” under **Section 4.7**] that may require less extensive areas of land, which may be considered unsuitable to be located in an urban area, and subordinate and associated Uses within industrial and manufacturing clusters within the County.

**(b) DISTRICT BOUNDARIES**

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

**(c) PERMITTED USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agri-Business	Animal Hospital	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, not including Dwelling Units of any kind.
Amusement Establishment, Indoor	Animal Breeding and/or Boarding Establishments	Other existing Uses limited to: non-conforming.
Amusement Establishment, Outdoor	Automotive and Equipment Repair Shop, Heavy	
Automotive and Equipment Repair Shop, Light	Bulk Fuel Storage and Sales	
Automotive and Recreational Vehicle Sales/Rentals Establishment	Compost Facility, Class I	
Industrial Vehicle and Equipment Sales/Rentals Establishment	Hotel	
Business Support Services Establishment	Drinking Establishment	
Commercial Storage	Drive-In Business	
Commercial Use	Drive-In Restaurant	
Contractor Service, Limited	Eating and Drinking Establishment	

**Amended by  
Bylaw 20-22**

## 6.0 Land Use Districts Regulations

### 6.2.7 Industrial - Light (M1) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Equipment Rental Establishment	Entertainment Establishment	
Government Services	General Retail Establishment	
Health Services	Household Repair Service	
Highway Commercial Use	Institutional Uses	
Industrial and Manufacturing Park	Library and Cultural Exhibit	
Industrial Use, Light	Mixed-Use Development	
Indoor Storage	Motel	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
Intensive Recreation	Outdoor Storage	
Licensed Cannabis Production Facility	Personal Service Shop	
Liquor Sales and Storage Establishment	Private Club	Manufacturing Uses are limited pursuant to <b>Section 4.7.</b>
Manufacturing	Protective and Emergency Services	Office use limited to Business and Professional Services uses ancillary to the Main Use.
Office Use	Recreational Vehicle Storage	
Open Space		
Public Education Facility	Recreational Use	
Public or Quasi-Public Building	Religious Assembly	
Public or Quasi-Public Use	Recycling Depot	
Public Park	Recycling Drop-Off	
Public-Serving Recreation Area	Rural Commercial Uses	
Public Utility Building	Service Station	

## 6.0 Land Use Districts Regulations

### 6.2.7 Industrial - Light (M1) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Recreation Facility, Indoor	Shooting Range, Indoor	
Recreation Services, Indoor	Shop	
Recreation, Passive	Signs	
Storage, Indoor	Solar Collector, Roof Mount	
Transportation Facilities	Storage Site	
Un-serviced Industrial Use	Wind Energy Conversion System, Micro	
Un-serviced Industrial Park	Wireless Communications Facility	
Veterinary Clinic	Work Camp	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.
Warehouse Sales Establishment	Buildings and Uses accessory to Discretionary Uses	Warehouse Sales Establishment limited to: less than 75% of sales are wholesale.
Warehouse Facilities		
Buildings and Uses accessory to Permitted Uses		Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.

#### (d) REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Less than 5 ac (2.02 ha)	As required by the Development Authority	Except where the Lot is subject to:  (a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or  (b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.

## 6.0 Land Use Districts Regulations

### 6.2.7 Industrial - Light (M1) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			(c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.
Maximum Site coverage	60%		
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	15.25 m (50 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay

## 6.2.7 Industrial - Light (M1) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			(Section 7.2.1), or where a Variance under Section 2.13 has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of Section 4.15 of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of Part 3 of this Bylaw and the County's Municipal Development Plan.		
Vegetation	In Front Yards, all areas not covered with driveways or Parking Areas shall be landscaped to the satisfaction of the Development Authority.  The location of any shelterbelts shall be determined by the Development Authority		
Roads	If a curb and gutter exist, all driveways, Parking Areas and storage areas shall be paved with asphalt or concrete for a minimum distance of 15 m (50 ft.) from the front line, plus 1.5 m (5 ft.) of concrete apron in from the curb and gutter.  Notwithstanding any provisions to the contrary in this Bylaw, the designated Setbacks from Roadways in  Table 1 and the minimum distances show in in Figure 1, Section 4.2, apply to all Developments, at the discretion of the Development Authority.		
Restricted Uses	The Development Authority may restrict, or may be subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses adjacent or nearby a Designated Non-Residential District.		
Additional Regulations	In accordance with the provisions of Section 4.7 of this Bylaw, as applicable.		

*6.2.7 Industrial - Light (M1) District*

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## 6.2.8 Industrial - Medium (M) District

## 6.2.8 INDUSTRIAL - MEDIUM (M) DISTRICT

(a) The Purpose of this District is to allow the Development of Medium Industrial and Similar Uses [see “Medium Industrial” under **Section 4.7**] that may require relatively large areas of land, which may be considered unsuitable to be located in an urban area, and its Subordinate and associated Uses within industrial and manufacturing clusters within the County.

## (b) DISTRICT BOUNDARIES

(i) This District comprises all the land in the County of Vermilion River as indicated on the Land Use District Map.

## (c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agri-Business	Animal Hospital	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, not including Dwelling Units of any kind.
Agricultural Support Services	Animal Breeding and/or Boarding Establishments	Other existing Uses limited to: non-conforming.
Amusement Establishment, Indoor	Automotive and Equipment Repair Shop, Heavy	
Amusement Establishment, Outdoor	Automotive and Recreational Vehicle Sales/Rentals Establishment	
Commercial Storage	Bed and Breakfast Establishment	
Commercial Use	Boarding House	
Contractor Service, General	Bulk Fuel Storage and Sales	
Drive-In Business	Business Support Services Establishment	
Drive-In Restaurant	Campground	
Equipment Fabrication	Campsite	

## 6.0 Land Use Districts Regulations

### 6.2.8 Industrial - Medium (M) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Equipment Rental Establishment	Compost Facility, Class I	
General Retail Establishment	Compost Facility, Class II	
Government Services	Cemetery	
Greenhouse		
Highway Commercial Use	Group Care Facility	
Industrial Use, Medium	Health Services	
Indoor Storage	Horticultural Development	
Industrial and Manufacturing Cluster	Hotel	
Industrial Vehicle and Equipment Sales/Rentals Establishment	Institutional Uses	
Manufacturing	Intensive Agriculture	Manufacturing Uses are limited pursuant to <b>Section 4.7</b>
Office Use	Intensive Recreation	Office use limited to Business and Professional Services uses ancillary to the Main Use.
Open Space	Kennel	
Public Park	Licensed Cannabis Production Facility	
Public-Serving Recreation Area	Licensed Cannabis or Industrial Hemp Processing, Storage, And Distribution Facility	
Public Utility Building	Liquor Sales and Storage Establishment	
Public or Quasi-Public Building	Livestock Sales Yard	
Public or Quasi-Public Use	Motel	

## 6.0 Land Use Districts Regulations

### 6.2.8 Industrial - Medium (M) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Recreational Vehicle Campground, Work Camp	Natural Resource Extraction Industry	
Recreational Vehicle Storage	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
Recycling Depot	Personal Service Shop	
Recycling Drop-Off	Private Club	
Service Station	Protective and Emergency Services	
Shooting Range, Indoor	Public Education Facility	
Shop	Public Education Facility	
Shooting Range, Indoor	Recreation Camp	
Transportation Facilities	Recreation Facility, Indoor	
Trucking and Cartage Establishment	Recreation Services, Indoor	
Un-serviced Industrial Use	Recreation, Passive	
Un-serviced Industrial Park	Recreational Use	
Veterinary Clinic	Recreational Vehicle	
Warehouse Facilities	Recreational Vehicle Campground, Seasonal	
Warehouse Sales Establishment	Religious Assembly	Warehouse Sales Establishment limited to: less than 75% of sales are wholesale.
Buildings and Uses accessory to Permitted Uses	Restricted Extensive Recreational Use	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area. Unless a Variance under <b>Section 2.13</b> has been granted.
	Rural Commercial Uses	
	Stockpile Site	

## 6.0 Land Use Districts Regulations

### 6.2.8 Industrial - Medium (M) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Storage Site	
	Storage, Indoor	
	Signs	
	Vehicle Repair Establishment	
	Wind Energy Conversion System, Small	
	Wireless Communications Facility	
	Work Camp	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size at the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Less than 10 ac (4.05 ha)  Minimum 5 ac (2.02 ha)	As required by the Development Authority	Except where the Lot is subject to:  (a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or  (b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.  (c) the Subdivision of any fragmented area shall be governed by the policies in the MDP respecting the Subdivision of fragmented areas.
Maximum Site coverage	60%		

## 6.0 Land Use Districts Regulations

### 6.2.8 Industrial - Medium (M) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing similar
			Uses may be built without Side Yards where there is Lane access.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	15.25 m (50 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		

## 6.0 Land Use Districts Regulations

### 6.2.8 Industrial - Medium (M) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	In Front Yards, all areas not covered with driveways or Parking Areas shall be landscaped to the satisfaction of the Development Authority.  The location of any shelterbelts shall be determined by the Development Authority.		
Roads	If a curb and gutter exist, all driveways, Parking Areas and storage areas shall be paved with asphalt or concrete for a minimum distance of 15 m (50 ft.) from the front line, plus 1.5 m (5 ft.) of concrete apron in from the curb and gutter.  Notwithstanding any provisions to the contrary in this Bylaw, the designated Setbacks from Roadways in <b>Table 1</b> and the minimum distances show in <b>Figure 1, Section 4.2</b> , apply to all Developments, at the discretion of the Development Authority.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

6.2.9 Industrial - Rural (RM) District

6.2.9 INDUSTRIAL - RURAL (RM) DISTRICT

(a) The Purpose of this District is to allow the Development of Rural Industrial Uses [for reference see “Heavy Industrial” under **Section 4.7**] that may require large areas of land, which may be considered unsuitable to be located in an urban area, and subordinate and associated Uses within the rural area.

(b) DISTRICT BOUNDARIES

(i) This District comprises all the land in the County of Vermilion River as designated on the Land Use District Map.

(c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agri-Business	Abattoirs	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, not including Dwelling Units of any kind.
Agricultural Industry	Accessory Living Quarters	Other existing Uses limited to: non-conforming.
Agricultural Production	Animal Hospital	
Agricultural Support Services	Auctioneering Establishment	
Bulk Fuel Storage and Sales	Animal Breeding and/or Boarding Establishments	
Compost Facility, Class I	Cemetery	
Compost Facility, Class II	Institutional Uses	
Grain Handling Facility	Intensive Agriculture	
Industrial Use, Heavy	Landfill	
Industrial Use, Medium	Landfill, Class II	
Industrial Vehicle and Equipment Sales/Rentals Establishment	Landfill, Class III	
Kennel	Licensed Cannabis Production Facility	

## 6.0 Land Use Districts Regulations

### 6.2.9 Industrial - Rural (RM) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Natural Resource Extraction and Ground Disturbance Operations	Licensed Cannabis or Industrial Hemp Storage, and Distribution Facility	
Livestock Sales Yard	Licensed Industrial Hemp Production Facility	
Manure Storage Facility	Manufacturing	Manufacturing Uses are limited pursuant to <b>Section 4.7</b>
Rural Industry	Natural Resource Extraction Industry	
Buildings and Uses accessory to Permitted Uses	Office Use	Office use limited to Business and Professional Services Uses ancillary to the Main Use.  Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area. Unless a Variance under <b>Section 2.13</b> has been granted.
	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
	Public or Quasi-Public Buildings and Uses	
	Public Utilities and Public Utility Buildings	
	Recreational Uses	
	Rural Commercial Uses	
	Signs	
	Veterinary Clinic	
	Warehouse Facilities	
	Wind Energy Conversion System, Large	



## 6.0 Land Use Districts Regulations

### 6.2.9 Industrial - Rural (RM) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Wind Energy Conversion System, Micro	
	Wind Energy Conversion System, Small	
	Wireless Communications Facility	
	Work Camp	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Greater than 10 ac (4.05 ha)	As required by the Development Authority	<p>Except where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the County's Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.

## 6.0 Land Use Districts Regulations

### 6.2.9 Industrial - Rural (RM) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	10.5 m (34.5 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ) or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	The location of any shelterbelts shall be approved by the Development Authority		

## 6.0 Land Use Districts Regulations

### 6.2.9 Industrial - Rural (RM) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Restricted Uses	The Development Authority may restrict, or may be subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses in or outside this District to particular areas of the District.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.2.9 Industrial - Rural (RM) District*

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## 6.2.10 Landfill, Composting, and Waste (LC-W) District

**6.2.10 LANDFILL, COMPOSTING, AND WASTE (LC-W) DISTRICT**

(a) The Purpose of this District is to regulate Landfill, composting, and Waste management and Wastewater facilities Development within the County. The interpretation of definitions of Uses in this District shall be consistent with their Use in the Alberta Environmental Protection and Enhancement Act, and the applicable regulations under that Act.

**(b) DISTRICT BOUNDARIES**

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

**(c) PERMITTED AND DISCRETIONARY USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Compost Facility, Class I	Abattoirs	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, not including Dwelling Units of any kind.
Compost Facility, Class II	Auto Wrecker	Other existing Uses limited to: non-conforming.
Landfill	Cemetery	
Landfill, Class II	Heavy Truck and Equipment Storage	
Landfill, Class III	Intensive Agriculture	
Manure Storage Facility	Indoor Storage	
Natural Resource Extraction and Ground Disturbance Operations	Industrial and Manufacturing Cluster	
Public Utility	Industrial Use, Heavy	
Public Utility Building	Natural Resource Extraction Industry	
Recycling Depot	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.

6.2.10 Landfill, Composting, and Waste (LC-W) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Recycling Drop-Off	Protective and Emergency Services	Protective and Emergency Services limited to: Accessory Uses.
Waste Management Facility	Solar Array	
Wastewater Treatment Facility	Salvage Yard	
Buildings and Uses accessory to Permitted Uses	Sea Can	Permitted Accessory Building and Uses maximum size: 60% of the Main Use area. Unless a Variance under <b>Section 2.13</b> has been granted.
	Stockpile Site	
	Storage Site	
	Service Station (above ground fuel storage only)	
	Signs	
	Un-serviced Industrial Use	
	Wind Energy Conversion System, Large	
	Wireless Communications Facility	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

(d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Minimum 371 sq. m (3993 sq. ft.)	As required by the Development Authority	Except where the Lot is subject to:  (a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or

### 6.2.10 Landfill, Composting, and Waste (LC-W) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			<p>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</p> <p>(c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</p>
Maximum Site coverage	60%		
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Maximum Height	10.5 m (34.5 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.

6.2.10 Landfill, Composting, and Waste (LC-W) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	<p>In Front Yards, all areas not covered with driveways or Parking Areas shall be landscaped to the satisfaction of the Development Authority.</p> <p>The location of any shelterbelts shall be determined by the Development Authority</p>		
Roads	<p>If a curb and gutter exist, all driveways, Parking Areas and storage areas shall be paved with asphalt or concrete for a minimum distance of 15 m (50 ft.) from the front line, plus 1.5 m (5 ft.) of concrete apron in from the curb and gutter.</p> <p>Notwithstanding any provisions to the contrary in this Bylaw, the designated Setbacks from Roadways in</p> <p><b>Table 1</b> and the minimum distances show in in <b>Figure 1, Section 4.2</b>, apply to all Developments, at the discretion of the Development Authority.</p>		
Discretionary Uses and Variances	<p>In consideration of a Development Permit for a Discretionary Use or for a Permitted Use where the Development does not comply with the regulations of this Bylaw, the Development Authority may, without in any way restricting his or her discretion, impose conditions on any approval requiring that the applicant and/or Developer:</p> <ul style="list-style-type: none"> <li>(a) implement mitigating actions to reduce negative impact of the Development on the environment;</li> <li>(b) enter into a Development agreement including those matters referred to in <b>Section 5.7(9)</b>;</li> <li>(c) implement recommendations contained in any Environmental Site Assessment to minimize the impact or risk from the proposed Development; and</li> <li>(d) provide security satisfactory to the Development Authority to ensure the financial viability of the reclamation and closure plan.</li> </ul>		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		



## 6.2.11 RESERVES AND UTILITY (RU) DISTRICT

- (a) The purpose of the Reserves and Utility (RU) District is to:
  - (i) allow for the dedication and existence of Municipal Reserves in accordance with Section 665 and 666 of the Municipal Government Act, the Subdivision and Development Regulation, and County Policy.
  - (ii) allow for the dedication and existence of Municipal and School Reserves in accordance with Section 666 of the Municipal Government Act, and the Subdivision and Development Regulation.
  - (iii) allow for the dedication and existence of environmental reserves in accordance with Section 664 of the Municipal Government Act and the Subdivision and Development Regulation.
  - (iv) allow for the dedication and existence of Conservation (Environmental) Reserves in accordance with Section 664.2(1) of the Municipal Government Act.
  - (v) allow for the dedication and existence of Public Utility Lots in accordance with Section 665 of the Municipal Government Act, Land Titles Act, and the Subdivision and Development Regulation.
  - (vi) allow for the dedication and existence of Community Services Reserves in accordance with Section 616 of the Municipal Government Act.
- (b) Transfer of reserves shall be in accordance with the provisions the Municipal Government Act.
- (c) Municipal Reserves
  - (i) No development in any kind or form of land use will be allowed within Municipal Reserves unless such use is consistent with the Municipal Government Act and as prescribed in writing under this Bylaw, in accordance with County Policy.
  - (ii) The County shall generally take the full amount (10%) of Municipal Reserves owing the time of Subdivision, in accordance with provincial legislation and County Policy.
- (d) Municipal and School Reserves
  - (i) No development in any kind or form of land use will be allowed within Municipal School Reserves unless such use is consistent with the Municipal Government Act and as prescribed in writing under this Bylaw.
  - (ii) The Subdivision Authority, at their discretion, may require the owner of a parcel of land that is the subject of a proposed Subdivision to provide Municipal and School

### 6.2.11 Reserves and Utility (RU) District

Reserve in the amount deemed appropriate, in accordance with the provisions under the Act, County Policy, and this Bylaw.

#### (e) Environmental Reserves & Easements

##### (i) Guidelines for Minimum Environmental Reserve/Easement Widths.

1. In reference to Section 664 of the Municipal Government Act, recommended Environmental Reserve/Easement Widths where a boundary to a proposed Subdivision is a water body or watercourse are shown on **Table 6**.

##### (ii) The County will require Environmental Reserves, an Environmental Reserve Easement or a combination thereof adjacent to bodies of water and lands containing significant environmental features.

##### (iii) The amount of Reserves/Easement lands shall be at the discretion of the County and the Subdivision Authority who will normally base environmental reserve and environmental reserve Easement requirements on the following:

1. The Guidelines for Environmental Reserves and Environmental Reserve Easements established by Sustainable Resource Development (**see Table 6**); or
2. If the reserve/Easement amount is disputed by the proponent of a Development or Subdivision then the Developer may provide the County and the Subdivision Authority with a biophysical, engineering and/or geotechnical study, which indicates that an alternative reserve/Easement amount is appropriate for the subject Site. If the report from the engineer indicates that a lesser reserve/Easement would be suitable and/or provides mitigation recommendations, which if followed would allow for a lesser reserve/Easement area, then the Approving Authority may, at their sole discretion, approve a Subdivision with a lesser reserve/Easement area.

##### (iv) Notwithstanding **sub-paragraph (iii) above**, additional reserves/Easements may be required by the County based on the recommendations of any engineering and/or geotechnical study provided for the subject Site.

##### (v) No Buildings of any kind shall be allowed within required Setback areas.

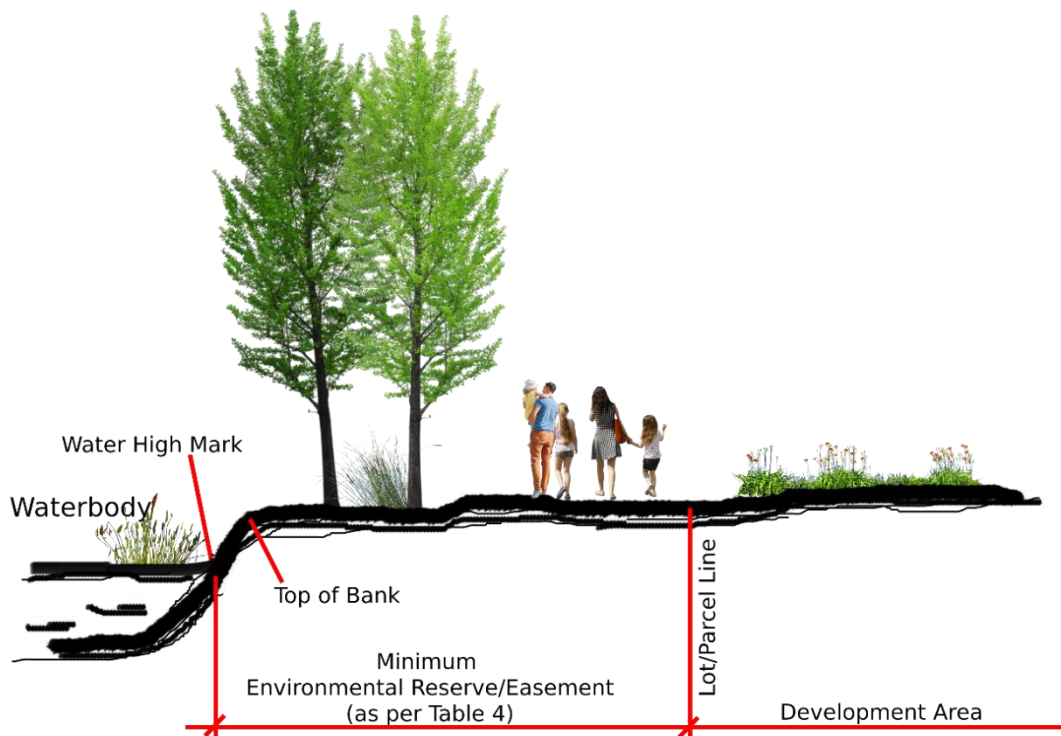
##### (vi) Notwithstanding all of **the above**, the width of the required Development Setback shall be at the sole discretion of the Development Authority who will normally base Setback requirements on the following:

1. The Guidelines for Environmental Reserves and Environmental Reserve Easements established by Sustainable Resource Development (**see Table 6**); or

### 6.2.11 Reserves and Utility (RU) District

2. If this Setback amount is disputed by the proponent of a Development then the Developer may provide the approving Authority with a biophysical, engineering and/or geotechnical study, which indicates that an alternative Setback amount is appropriate for the subject Site. If the report from the engineer indicates that a lesser Setback would be suitable and/or provides mitigation recommendations, which if followed would allow for a lesser Setback, then the Approving Authority may, at their sole discretion, approve the Development with a lesser reserve/Easement area.

**Figure 11. Setbacks from Watercourses and Water Bodies.**



- (f) At the discretion of the Development Authority, the applicant for a Development Permit may be required to submit as part of a Development Permit application an assessment, prepared by a registered professional engineer practicing in Alberta, indicating the stability of the soils and slopes for the proposed Development and how sufficient stability for the Development can be ensured in order to determine the appropriate Setback distance and/or Site-specific Building requirements.
  - (i) If the report from the engineer indicates that a lesser Setback would be suitable and/or provides mitigation recommendations that, if followed, would allow for a lesser Setback then the Development Authority may, at their sole discretion, approve a Development with a lesser Setback.
  - (ii) If the Development is approved with the lesser Setback, the Development Authority may require, as a condition of the approval of the permit, that the Developer

### 6.2.11 Reserves and Utility (RU) District

constructs those works or abide by those conditions necessary to ensure the stability of the soils and slopes as determined in the assessment.

(g) Applicants seeking Development approval must consider locations of abandoned wells, including Setback areas. The County of Vermilion River requires a minimum Setback of 100 meters from all abandoned wells for residential and public facility Developments. All other Development classifications will be required to use the lease area as the Setback guidelines. Any reclaimed wells require a 10-meter Setback from the well location. Access to reclaimed wells must be provided at all times in accordance with provincial regulations and preserve an unobstructed square, 20 ft x30 ft, footprint.

(h) Conservation (Environmental) Reserves

(i) No development in any kind or form of land use will be allowed Conservation (Environmental) Reserves unless such use is consistent with the Municipal Government Act and as prescribed in writing under this Bylaw.

(ii) The Subdivision Authority, at their discretion, may require the owner of a parcel of land that is the subject of a proposed Subdivision to provide Conservation (Environmental) Reserves in the amount deemed appropriate, in accordance with the provisions under the Act, County Policy, and this Bylaw; if:

1. in the opinion of the subdivision authority, the land has environmentally significant features,
2. the land is not land that could be required to be provided as environmental reserve,
3. the purpose of taking the conservation reserve is to enable the municipality to protect and conserve the land, and
4. the taking of the land as conservation reserve is consistent with the municipality's municipal development plan and area structure plan.

(iii) Within 30 days after the Registrar issues a new certificate of title under section 665(2) for a conservation reserve, the municipality must pay compensation to the landowner in an amount equal to the market value of the land at the time the application for subdivision approval was received by the subdivision authority.

(iv) If the municipality and the landowner disagree on the market value of the land, the matter must be determined by the Land Compensation Board.

(i) Public Utility Lots

(i) allow for the Development of systems or works used to provide for public consumption, benefit, convenience, or use such as water, sewage disposal, public

### 6.2.11 Reserves and Utility (RU) District

transportation, irrigation, drainage, natural gas, fuel, electric power, heat, waste management, and telecommunications.

- (ii) The amount of Public Utility Lots shall be in accordance with provincial legislation requirements.

- (iii) Development Regulations

1. minimum Front Setback shall be 6.0 m.
2. minimum Rear Setback shall be 7.5 m.
3. minimum Side Setback shall be 4.5 m.
4. maximum building Height shall be 10.5 m (34.5 ft.). Communications Towers, minimum 46 m (150 ft.)

- (j) Community Services Reserve

- (i) Community Services Reserves (CSR) will only apply to the building envelope portion of municipal or school reserves where the school board declares that it no longer requires the site for school purposes.

- (ii) CSR lands can be used for Community services reserve may be used for any or all of the following purposes:

1. a public library;
2. a police station, a fire station or an ambulance services facility, or a combination of them;
3. a non-profit day care facility;
4. a non-profit senior citizens facility;
5. a non-profit special needs facility;
6. a municipal facility providing service directly to the public; or
7. affordable housing.

## 6.2.11 Reserves and Utility (RU) District

**Table 6. Sustainable Resource Development Recommended Guidelines for Minimum Environmental Reserve/Easement Widths.****Sustainable Resource Development Recommended Guidelines for Minimum Environmental Reserve/Easement Widths**

In reference to Section 664 of the *Municipal Government Act*, the following are recommended where a boundary to a proposed subdivision is a water body or watercourse.

**Table 1. Standard recommended minimum widths for Environmental Reserves or Environmental Reserve Easements based on type of water feature.**

Water Feature	Minimum ER Width <sup>2</sup>	Notes
Reservoirs & Regulated Lakes	30 m from right of way or easement boundary	A regulated lake is a lake where water levels are established to a predetermined elevation and actively managed through use of a licensing requirement (e.g. to pump water into the water body).
Lake (natural & controlled)	30 m from natural boundary	On controlled lakes, 30 m from sill elevation of licensed control structure.
Swamp/wetland <sup>1</sup>	Variable, include wet meadow zone	Wet meadow zone can be extensive in some situations, and in these instances the ER should be wide enough to preserve ecological function.
Large River ( $\geq 15$ m width)	30+ m	See additional requirements for hazardous lands.
Small River/Large Stream (6-15 m)	15 m	See additional requirements for hazardous lands.
Medium Stream (3 - 6 m)	10 m	See additional requirements for hazardous lands.
Small Stream ( $\leq 3$ m)	6 m	See additional requirements for hazardous lands.
Ephemeral watercourse (no defined channel)	0 m	Use bylaw to regulate tree cutting within a defined distance from feature to maintain riparian vegetation and drainage.
Braided Stream	10 m from outside boundary of active floodway	

<sup>1</sup> Sustainable Resource Development views the term "swamp" to mean any area with hydrological conditions of sufficient duration to have developed saturated soils and hydrophytic vegetation (i.e. wetlands or peatlands).

<sup>2</sup> In addition to the recommended ER width for the water feature itself, associated landscape features may require the ER width to be modified to factor in additional inherent hazards to development.

For lands described in section 664(1)(b) of the *Municipal Government Act* (unsuitable for development because they are subject to flooding, have high risk of erosion, or have existing topographical or geo-technical constraints) the following are recommended.

**Table 2. Additional factors that may necessitate an increase in the width of an Environmental Reserve or Environmental Reserve Easement.**

Hazardous Lands	ER Modifier	Notes
Floodplain	<ul style="list-style-type: none"> <li>The width of the 1:100 year flood line or 30m from the natural boundary of a watercourse or lake, whichever is less.</li> <li>The width of meander belt for watercourses that tend to meander or entire floodplain if it is highly constrained within a confined valley.</li> </ul>	<ul style="list-style-type: none"> <li>Residential development within a floodplain is discouraged.</li> <li>Development within flood fringe area should only be considered if flood proofing undertaken to reduce risk of flood damage. Flood risk mapping or delineation of the 1:100 year flood line generally defines the extent of expected flood occurrence (see Alberta Environment policy and guidelines).</li> <li>The width of a meander belt is determined by multiplying bankfull width by 20 for each reach, and is split equally on either side of creek along axis of meander belt.</li> </ul>
Erosion prone areas (Gully, ravine, coulee, or valley escarpments)	Provide for a toe erosion allowance. Apply construction and building setbacks from this line.	Consider highly erosive soils and annual recession rates.
Steep Slopes ( $\geq 15\%$ )	3X escarpment height or as recommended by a geotechnical report on slope stability, rate of erosion, etc.	Boundary of stable slope allowance measured from top of crest of plateau (terrace), valley slope or tableland.

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## 6.2.12 Parks and Recreation (PR) District

**6.2.12 PARKS AND RECREATION (PR) DISTRICT**

(a) The Purpose of this District is to allow for Development of a variety of public and non-public Recreation Uses and parks, and their Subordinate and associated Uses.

(b) DISTRICT BOUNDARIES

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

(c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Campground	Bed and Breakfast Establishment	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses
Campsite	Eating and Drinking Establishment	Other existing Uses limited to: non-conforming.
Extensive Recreation	Government Services	
Eating and Drinking Establishment	Greenhouse	
Government Services	Health Services	
Horticultural Development	Hotel	
Intensive Recreation	Institutional Uses	
Library and Cultural Exhibit	Motel	
Natural Recreation Use	Recreation Facility, Indoor	
Open Space	Recreation Services, Indoor	
Protective and Emergency Services	Restricted Extensive Recreational Use	
Public or Quasi-Public Use	Recreational Vehicle Campground	
Public Park	Recreational Vehicle Campground, Seasonal	
Public-Serving Recreation Area	Shooting Range, Outdoor	

## 6.0 Land Use Districts Regulations

### 6.2.12 Parks and Recreation (PR) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Recreation Camp	Signs	
Recreational Use	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.
Buildings and Uses accessory to Permitted Uses		Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area. Unless a Variance under <b>Section 2.13</b> has been granted.

#### (d) DEVELOPMENT REGULATIONS

REGULATION	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Minimum 371 sq. m (3993 sq. ft.)	As required by the Development Authority	<p>Except where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) a Discretionary Use,</li> <li>(b) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(c) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(d) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		<p>Except for provincial Highways, which are subject to Alberta Transportation regulations.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>



6.2.12 Parks and Recreation (PR) District

REGULATION	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.
			For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	20 m (65.6 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Vegetation	The location of any shelterbelts shall be determined by the Development Authority.  All lands within the Parks and Recreation District shall be landscaped and Fenced to the satisfaction of the Development Authority.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.2.12 Parks and Recreation (PR) District*

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## 6.3 RESIDENTIAL DISTRICTS

### 6.3.1 COUNTRY RESIDENTIAL - AGRICULTURE (CR-A) DISTRICT

(a) The Purpose of this District is to accommodate Single-Lot and Farmstead Separations within the Agricultural (A) District, where more than 4.06 ha (10.1 ac) is required to encompass all amenities related to the Farmstead for subordinate agricultural Uses in connection with an existing Agricultural Operation. Additional provisions apply to lands within the Agriculture Preservation Area (APA) and Environmentally Sensitive Area (ESA) Overlays.

(b) DISTRICT BOUNDARIES

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

(c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agricultural Operation	Existing Dwellings, as of the date of the approval of this Bylaw	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.  Residential Uses limited to: maximum one Main Unit per title.
Farming Operations	Animal Breeding and/or Boarding Facility	Other existing Uses limited to: non-conforming.
Farm Residence	Bed and Breakfast Establishments	Farm Residence: one Main Unit per unsubdivided quarter section.  Bed and Breakfast Use limited to: maximum of six rooms.
Farmstead	Boarding House	Boarding House Use limited to: maximum of eight guests.
Secondary Suites and Secondary Dwelling Units	Contractor Service, Limited	Secondary Units: one accessory Unit per main Unit within an unsubdivided quarter section.
Buildings and Uses Accessory to Permitted Uses	Day Homes	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.

## 6.0 Land Use Districts Regulations

### 6.3.1 Country Residential - Agriculture (CR-A) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Family Care Facilities	
	Group Care Facilities	
	Group Homes	
	Guest Ranch	
	Horticultural Development	
	Household Repair Service	
	Intensive Recreation	
	Institutional Uses	
	Home Occupations, Major	
	Home Occupations, Minor	
	Horticultural Development	
	Intensive Agriculture	
	Office Use	Office use limited to Accessory Use to Home Occupation Uses.
	Personal Service Shop	
	Public education facilities	
	Public or Quasi-Public Buildings and Uses	
	Recreational Buildings and Uses	Recreational Buildings and Uses limited to: Parks and playgrounds.
	Sea Cans	
	Signs	Signs limited to: Accessory to Home Occupation Uses.
	Wireless Communications Facility	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

### 6.3.1 Country Residential - Agriculture (CR-A) District

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Minimum 4.06 ha (10.1 ac); Maximum 10.1 ha (25.0 ac) of developable land (i.e., land which does not include sloughs, draws, gulleys, lands with high water table, or other lands that would not normally be suitable for residential Development)	All other Uses, as required by the Development Authority	Except where the Lot is subject to: <ul style="list-style-type: none"> <li>(a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the County's Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.  For Sites Abutting a Residential District and not separated from that District by a Road or utility Lot – 1.5 m (5 ft.)  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.

## 6.0 Land Use Districts Regulations

### 6.3.1 Country Residential - Agriculture (CR-A) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.  Communications Towers, minimum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Setbacks	Stables, barn, and manure storage: 60 m (200 ft.) from all Property Lines.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		Subject to the Additional Provisions in <b>Sub-section 1.1.1</b> and <b>Sub-section 7.2.2</b> , where applicable.
Keeping horses	Provided it is <u>not</u> for profit or as a business:  (a) There shall be a minimum Parcel size of 0.8 ha (2 ac.) for one (1) horse.  (b) There shall be one (1) additional acre of open space unrestricted from any structure or man-made development for each additional horse.		Provided it is for profit or as a business (e.g., Boarding Stable, Ridding Arena):  (a) There shall be a minimum Parcel size of 4.06 ha (10.1 ac) of open space.
Outdoor Storage	No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures.		
Vegetation	The location of any shelterbelts shall be approved by the Development Authority		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

**Amended By  
Bylaw 21-13**

6.3.2 Country Residential - Multi-Lot (CR-M) District

**6.3.2 COUNTRY RESIDENTIAL - MULTI-LOT (CR-M) DISTRICT**

(a) The Purpose of this District is to allow multi-Lot country residential Conservation Development on large Lots on which, at the discretion of the Development Authority, Major Home Occupations may be allowed that would not typically be allowed in the other Residential Districts.

(b) DISTRICT BOUNDARIES

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

(c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Residential Use <i>Dwelling, Modular or Ready-To-Move</i> <i>Dwelling, Single-Family or Dwelling, Single-Detached</i>	Existing Dwellings, as of the date of the approval of this Bylaw	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses  Residential Uses limited to: maximum one Main Unit per title.
Manufactured Home Community	Bed and Breakfast Establishments	Other existing Uses limited to: non-conforming.  Beas and Breakfast Use limited to: maximum of three rooms.
	Boarding House	Boarding House Use limited to: maximum of three guests.
	Child Care Facility	
	Contractor Service, Limited	
	Day Care Facility	
	Day Homes	
	Family care facilities	
	Group care facilities	
	Group Homes	
	Household Repair Service	
	Home Occupations, Major	
Secondary Suites and Secondary Dwelling Units	Home Occupations, Minor	Secondary Units: one Unit per main Unit on a single Lot or Parcel.

## 6.0 Land Use Districts Regulations

### 6.3.2 Country Residential - Multi-Lot (CR-M) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Horticultural Development	
Solar Collector, Roof Mount	Intensive Agriculture	
Buildings and Uses Accessory to Permitted Uses	Office Use	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.  Office use limited to Accessory Use to Home Occupation Uses.
	Recreational Buildings and Uses	Recreational Buildings and Uses limited to: Parks and playgrounds.
	Signs	Signs limited to: Accessory to Home Occupation Uses.
	Solar Collector, Ground Mount	
	Wind Energy Conversion System, Micro	
	Wind Energy Conversion System, Small	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Residential Uses:  Minimum 0.4 ha (1 ac.); Maximum 2.0 ha (5 ac.) of developable land (i.e., land which does not include sloughs, draws, gulleys, lands with high water table, or other lands that would not	All other Uses, as required by the Development Authority	Except where the Lot is subject to:  (a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or  (b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.



## 6.0 Land Use Districts Regulations

### 6.3.2 Country Residential - Multi-Lot (CR-M) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	normally be suitable for residential Development)		(c) the Subdivision of any fragmented area shall be governed by the policies in the County's Municipal Development Plan respecting the Subdivision of fragmented areas.
Minimum Front Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw.		Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw.		
Maximum Height	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw.  Communications Towers, maximum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		
Stables, Barn, and Manure Storage Setbacks	60 m (200 ft.) from all Property Lines.		
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an		

## 6.0 Land Use Districts Regulations

### 6.3.2 Country Residential - Multi-Lot (CR-M) District

**Amended By  
Bylaw 21-13**

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	approved Site Development Plan or Area Structure Plan.		
Keeping horses	Provided it is <u>not</u> for profit or as a business:  (a) There shall be a minimum Parcel size of 0.8 ha (2 ac.) for one (1) horse.  (b) There shall be one (1) additional acre of open space, unrestricted from any structure or man-made development for each additional horse.		Provided it is for profit or as a business (e.g., Boarding Stable, Riding Arena):  (a) There shall be a minimum Parcel size of 4.06 ha (10.1 ac) of open space.
Vegetation	The location of any shelterbelts shall be determined by the Development Authority		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

## 6.3.3 Country Residential - Single-Lot (CR-S) District

**6.3.3 COUNTRY RESIDENTIAL - SINGLE-LOT (CR-S) DISTRICT**

(a) The Purpose of this District is to accommodate incremental single-Lot country residential Development as to encourage the Development of rural areas in a coordinated and orderly manner. This District is established in recognition of the existence of substantial areas of the County presently committed to a form of Development characterized by rural non-farm Uses, which are mostly residential in kind. This District is also intended to protect the Use of land adjoining Roads passing through rural portions of the county against strip Development, in favour of a more sustainable pattern of Development both, socially and economically. District regulations are designed to permit only those Land Uses that are compatible with existing and future rural, non-farm, Residential Uses. Additional provisions apply to lands within the Agriculture Preservation Area (APA) and Environmentally Sensitive Area (ESA) Overlays.

**(b) DISTRICT BOUNDARIES**

- (i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

**(c) PERMITTED AND DISCRETIONARY USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Farmstead	Existing Dwellings, as of the date of the approval of this Bylaw	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.
Residential Use <i>Dwelling, Modular or Ready-To-Move</i> <i>Dwelling, Single-Family or</i> <i>Dwelling, Single-Detached</i>	Bed and Breakfast Establishments	Other existing Uses limited to: non-conforming.  Bed and Breakfast Use limited to: maximum of three rooms.  Residential Uses limited to: maximum one Main Unit per title.
Manufactured Home	Boarding House	Boarding House Use limited to: maximum of three guests.
Secondary Suites and Secondary Dwelling Units	Child Care Facility	Secondary Units: one Unit per Main Unit on a single Lot or Parcel.
Solar Collector, Roof Mount	Contractor Service, Limited	
Wind Energy Conversion System, Small	Day Care Facility	

## 6.0 Land Use Districts Regulations

### 6.3.3 Country Residential - Single-Lot (CR-S) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Buildings and Uses Accessory to Permitted Uses	Day Homes	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.
	Family care facilities	
	Greenhouse	
	Group care facilities	
	Group Homes	
	Home Occupations, Major	Home Occupation Major limited to: Business and Services Uses.
	Home Occupations, Minor	
	Household Repair Service	
	Horticultural Development	
	Intensive Agriculture	
	Institutional Uses	Institutional Use limited to: less than ten patrons.
	Office Use	Office use limited to Accessory Use to Home Occupation Uses.
	Recreational Buildings and Uses	Recreational Buildings and Uses limited to: Parks and playgrounds.
	Signs	Signs limited to: Accessory to Home Occupation Uses.
	Solar Collector, Ground Mount	
	Buildings and Uses Accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Agricultural & Residential Uses:	All other Uses, as required by the	Except where the Lot is subject to:

## 6.0 Land Use Districts Regulations

### 6.3.3 Country Residential - Single-Lot (CR-S) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	Minimum 2.0 ha (5 ac.); Maximum 4.06 ha (10.1 ac) of developable land (i.e., land which does not include sloughs, draws, gulleys, lands with high water table, or other lands that would not normally be suitable for residential Development)	Development Authority	<p>(a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</p> <p>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</p> <p>(c) the Subdivision of any fragmented area shall be governed by the policies in the County's Municipal Development Plan respecting the Subdivision of fragmented areas.</p>
Minimum Floor Areas	Single Detached Dwellings - 84 sq. m (900 sq. ft.)	All other Uses, as required by the Development Authority	
Minimum Front Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Maximum Height	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.  Communications Towers, maximum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Stables, Barn, and Manure Storage Setbacks	60 m (200 ft.) from all Property Lines.		

6.3.3 Country Residential - Single-Lot (CR-S) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		Subject to the Additional Provisions in <b>Sub-section 1.1.1</b> and <b>Sub-section 7.2.2</b> , where applicable.
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Keeping horses	<p>Provided it is <u>not</u> for profit or as a business use:</p> <p>(a) There shall be a minimum Parcel size of 0.8 ha (2 ac.) for one (1) horse.</p> <p>(b) There shall be one (1) additional acre of open space, unrestricted from any structure or man-made development for each additional horse.</p>		
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Outdoor Storage	No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures.		
Vegetation	The location of any shelterbelts shall be determined by the Development Authority		
Maximum Mixed-Use Residential Density	10 Units per ha (24.7 DUA)		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

Amended By  
Bylaw 21-13

6.3.4 Residential - Low Density (R) District

**6.3.4 RESIDENTIAL - LOW DENSITY (R) DISTRICT**

(a) The Purpose of this District is to allow for low-Density multi-Lot residential Conservation Development on large Lots on which, at the discretion of the Development Authority, compatible Minor Home Occupations may be allowed.

(b) DISTRICT BOUNDARIES

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

(c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Manufactured Home	Existing Dwellings, as of the date of the approval of this Bylaw	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.
Protective and Emergency Services	Bed and Breakfast Establishments	Other existing Uses limited to: non-conforming.  Bed and Breakfast Use limited to: maximum of three rooms.
Public Education Facility	Boarding House	Boarding House Use limited to: maximum of three guests.
Public or Quasi-Public Building/Use	Child Care Facility	
Public Park	Contractor Service, Limited	
Public-Serving Recreation Area	Day Care Facility	
Public Utility/Building	Day Homes	Public Utility Use limited to: required to serve the immediate area.
Public Education Facility	Family care facilities	
Residential Use  <i>Dwelling, Cohousing</i>  <i>Dwelling, Duplex</i>  <i>Dwelling, Modular or Ready-To-Move</i>  <i>Dwelling, Semi-Detached</i>	Home Occupations, Minor	Residential Uses limited to: maximum one Main Unit per title.

6.3.4 Residential - Low Density (R) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
<i>Dwelling, Single-Family or Dwelling, Single- Detached</i>		
Secondary Suites and Secondary Dwelling Units	Horticultural Development	Secondary Units: one Unit per Main Unit on a single Lot or Parcel.
Buildings and Uses accessory to Permitted Uses	Manufactured Home Community	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.
	Office Use	Office use limited to Accessory Use to Home Occupation Uses.
	Solar Collector, Roof Mount	
	Wind Energy Conversion System, Micro	
	Recreational Buildings and Uses	Recreational Buildings and Uses limited to: Parks and playgrounds.
	Sign	Signs limited to: Accessory to Home Occupation Uses.
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

(d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	550 sq. m (5,920 sq. ft.)	As required by the Development Authority or an approved Area Structure Plan or Site Development Plan.	Except where the Lot is subject to:  (a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or  (b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.



## 6.0 Land Use Districts Regulations

### 6.3.4 Residential - Low Density (R) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			(c) the Subdivision of any fragmented area shall be governed by the policies in the MDP respecting the Subdivision of fragmented areas.
Minimum Lot Width	15.25 m (50 ft.)	As required by the Development Authority	
Minimum Floor Areas	<p>1 Storey: 97.5 sq. m (1050 sq. ft.)</p> <p>1½ Storey: 97.5 sq. m (1050 sq. ft.) for the main floor.</p> <p>2 Storeys: 111.5 sq. m (1200 sq. ft.), provided the first Storey has an area of at least 74.3 sq. m (800 sq. ft.)</p>	All other Uses, as required by the Development Authority	
Minimum Front Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		<p>Except for provincial Highways, which are subject to Alberta Transportation regulations.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>
Minimum Side Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		<p>At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.</p> <p>Lots with Lane Access require a Side Yard clearance of 3 m (9.84 ft). In the case of an attached Garage, a rear door</p>

### 6.3.4 Residential - Low Density (R) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			<p>with a minimum width of 2.7 m (8.86 ft.) and a height 2.1 m (6.89 ft.) is required.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Irregular Lots	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	10.5 m (34.5 ft.) or 2 ½ Storeys  Communications Towers, maximum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area <b>Overlay (Section 7.2.1)</b> , or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Vegetation	The location of any shelterbelts shall be determined by the Development Authority		

6.3.4 Residential - Low Density (R) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Fencing	Required along the Yards of Lots or Parcels adjacent to a park or Municipal Reserve Lot.		
Outdoor Storage	No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.		
Maximum Mixed-Use Residential Density	15 Units per acre (37 Units per hectare)		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.3.4 Residential - Low Density (R) District*

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## 6.3.5 Residential - Medium Density (R1) District

**6.3.5 RESIDENTIAL - MEDIUM DENSITY (R1) DISTRICT**

(a) The Purpose of this District is to allow for medium-Density, multi-Lot residential Conservation Development, which encourages a balanced mix of housing types from single-family to multi-family, with compatible Minor Home Occupations and associated Subordinate Uses which, at the discretion of the Development Authority, may be allowed.

**(b) DISTRICT BOUNDARIES**

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

**(c) PERMITTED AND DISCRETIONARY USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Manufactured Home	Existing Dwellings, as of the date of the approval of this Bylaw.	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.  Other existing Uses limited to: non-conforming.
Manufactured Home Community	Boarding House	Boarding House Use limited to: maximum of three guests.
Protective and Emergency Services	Child Care Facility	
Public Education Facility	Day Care Facility	
Public or Quasi-Public Building/Use	Day Homes	
Public Park	Family care facilities	
Public-Serving Recreation Area	Home Occupations, Minor	
Public Utility/Building	Horticultural Development	Public Utility Use limited to: required to serve the immediate area.
Public Education Facility	Office Use	Office use limited to Accessory Use to Home Occupation Uses.
Residential Use  Dwelling, <i>Cohousing</i>  Dwelling, <i>Duplex</i>	Solar Collector, Roof Mount	Residential Uses limited to: maximum one Main Unit per title.

### 6.3.5 Residential - Medium Density (R1) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
<i>Dwelling, Fourplex</i> <i>Dwelling, Modular or Ready-To-Move</i> <i>Dwelling, Single-Family or Dwelling, Single-Detached</i> <i>Dwelling, Row Housing</i>		
Secondary Suites and Secondary Dwelling Units	Wind Energy Conversion System, Micro	Secondary Units: one Unit per Main Unit on a single Lot or Parcel.
Buildings and Uses accessory to Permitted Uses	Recreational Buildings and Uses	Recreational Buildings and Uses limited to: Parks and playgrounds.  Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.
	Signs	Signs limited to: Accessory to Home Occupation Uses.
	Buildings and Uses accessory to Discretionary Uses	Permitted Accessory Building and Uses maximum size: at the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	372 sq. m (4,005 sq. ft.)	All other Uses, as required by the Development Authority.	Except where the Lot is subject to: <ul style="list-style-type: none"> <li>(a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the MDP respecting the Subdivision of fragmented areas.</li> </ul>

### 6.3.5 Residential - Medium Density (R1) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Width	15.25 m (50 ft.)	As required by the Development Authority.	For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Floor Areas	<p>1 Storey: 84 sq. m (904 sq. ft.)</p> <p>1½ Storey: 93 sq. m (1001 sq. ft.) for the main floor.</p> <p>2 Storeys: 111.5 sq. m (1200 sq. ft.), provided the first Storey has an area of at least 74 sq. m (796 sq. ft.)</p>	All other Uses, as required by the Development Authority	For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Front Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		<p>Except for provincial Highways, which are subject to Alberta Transportation regulations.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>
Minimum Side Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		<p>At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.</p> <p>Lots with Lane Access require a Side Yard clearance of 3 m (9.84 ft.). In the case of an attached garage, a rear door with a minimum width of 2.7m (8.86ft), and a height</p>

## 6.3.5 Residential - Medium Density (R1) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			2.1 m (6.89 ft.) is required.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Irregular Lots	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	10.5 m (34.5 ft.) or 2 ½ Storeys  Communications Towers, maximum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area <b>Overlay (Section 7.2.1)</b> , or where a Variance under <b>Section 2.13</b> has been granted.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Vegetation	The location of any shelterbelts shall be approved by the Development Authority.		
Fencing	Required along the Yard Lines of Lots or Parcels adjacent to a park or Municipal Reserve Lot.		



6.3.5 Residential - Medium Density (R1) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Outdoor Storage	No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.		
Maximum Mixed-Use Residential Density	15 Units per acre (37 Units per hectare)		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.3.5 Residential - Medium Density (R1) District*

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6.3.6 Residential - High Density (R2) District

6.3.6 RESIDENTIAL - HIGH DENSITY (R2) DISTRICT

(a) The Purpose of this District is to allow for high-Density, multi-Lot residential Conservation Development, which encourages a balanced mix of housing types from single-family to multi-family, with compatible Minor Home Occupations and associated Subordinate Uses which, at the discretion of the Development Authority, may be allowed.

(b) DISTRICT BOUNDARIES

(i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

(c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Day Homes	Existing Dwellings, as of the date of the approval of this Bylaw.	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.  Other existing Uses limited to: non-conforming.
Family Care Facility	Boarding House	Boarding House Use limited to: maximum of three guests.
Manufactured Home	Child Care Facility	
Manufactured Home Community	Day Care Facility	
Protective and Emergency Services	Day Homes	
Public Education Facility	Family care facilities	
Public or Quasi-Public Building/Use	Home Occupations, Minor	
Public Park	Office Use	Office use limited to Accessory Use to Home Occupation Uses.
Public-Serving Recreation Area	Group Care Facility	Public Utility Use limited to: required to serve the immediate area.
Public Utility/Building	Group Care Facility	
Public Education Facility	Guest House	Guest House Use limited to: maximum of three guests.

## 6.0 Land Use Districts Regulations

### 6.3.6 Residential - High Density (R2) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Residential Use <i>Dwelling, Apartment</i> <i>Dwelling, Cohousing</i>	Home, Group	Residential Uses limited to: maximum one Main Unit per title.
<i>Dwelling, Duplex</i> <i>Dwelling, Fourplex</i> <i>Dwelling, Modular or Ready-To-Move</i> <i>Dwelling, Multi-Family</i> <i>Dwelling, Single-Family or Dwelling, Single-Detached</i> <i>Dwelling, Row Housing</i>	Horticultural Development	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.
Buildings and Uses accessory to Permitted Uses	Recreational Buildings and Uses	Recreational Buildings and Uses limited to: Parks and playgrounds.
	Signs	Signs limited to: Accessory to Home Occupation Uses.
	Secondary Suites and Secondary Dwelling Units	Secondary Units: one Unit per Main Unit on a single Lot or Parcel.
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	372 sq. m (4,005 sq. ft.)	All other Uses, as required by the Development Authority.	Except where the Lot is subject to: (a) a man-made barrier, registered in Land Titles, (b) fragmenting the quarter section, or (c) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.

## 6.0 Land Use Districts Regulations

### 6.3.6 Residential - High Density (R2) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			(d) the Subdivision of any fragmented area shall be governed by the policies in the MDP respecting the Subdivision of fragmented areas.
Minimum Floor Areas	83.6 sq. m (900 sq. ft.) per Unit	All other Uses, as required by the Development Authority.	
Minimum Front Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.  Lots with Lane Access require a Side Yard clearance of 3 m (9.84 ft). In the case of an attached Garage, a rear door with a minimum width of 2.7 m (8.86 ft.) and a height 2.1 m (6.89 ft.) is required.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Irregular Lots	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw or an approved or an approved Site Development Plan or		For Multi-Lot Developments: in accordance with an approved Site

## 6.0 Land Use Districts Regulations

### 6.3.6 Residential - High Density (R2) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	Area Structure Plan.		Development Plan or Area Structure Plan.
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	11 m (36 ft.) or 3 Storeys Communications Towers, maximum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Row Housing	Minimum Lot		At the discretion of the Development Authority, who shall have regard for the amenities of the neighbourhood in which the Site is located, and all other applicable regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
	Maximum Density		15 Units per acre (37 Units per hectare)
	Additional Requirements		Each Dwelling Unit shall have an outdoor living area immediately adjacent to it and accessible to it via an entranceway. The minimum depth of this area shall be 7.6 m (25 ft.). Within this area, there shall be a privacy zone measuring a minimum of 4.5 m (14.75 ft.) in depth, contained by a Fence with a minimum height of 1.5 m (5 ft.).

### 6.3.6 Residential - High Density (R2) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Apartments	Minimum Lot Area		800 m2 (8611 sq. ft.)
	Landscaping		<p>Each Development shall provide, outside of required Side Yards, landscaped area on the basis of the following formula:</p> <ul style="list-style-type: none"> <li>(a) for each bachelor Dwelling Unit – 18.5 m2 (200 sq. ft.)</li> <li>(b) For each one-bedroom Dwelling Unit – 28.0 m2 (300 sq. ft.)</li> <li>(c) For each two-bedroom Dwelling Unit – 70 m2 (750 sq. ft.)</li> <li>(d) For each Dwelling Unit with three or more bedrooms – 93.0 m2 (1000 sq. ft.)</li> <li>(e) Relating to Other Uses – at the discretion of the Development Authority</li> </ul>
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Outdoor Storage	No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.		
Vegetation	The location of any shelterbelts shall be approved by the Development Authority		
Fencing	Required along the Yard Lines of Lots or Parcels adjacent to a park or Municipal Reserve Lot.		
Maximum Mixed-Use Residential Density	20 Units per acre (49 Units per hectare)		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.3.6 Residential - High Density (R2) District*

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**6.3.7 RESIDENTIAL - MULTI-FAMILY/MULTI-UNIT (R3) DISTRICT**

**Amended by  
Bylaw 20-22**

**(a) The Purpose of this District is to:**

- (i) Provide the opportunity for the Development of serviced and un-serviced Residential Multi-Unit Uses, and associated Subordinate Uses, within Residential Districts that allow for Manufactured Home Community as a Permitted or Discretionary Use.
- (ii) Provide affordable housing stock by allowing for the provision of Inclusionary Housing, consistent with the provisions under **Section 5.11** of this Bylaw and provincial regulations, as applicable;
- (iii) Ensure that new Units are in harmony with developed neighbourhoods; and
- (iv) Allow Secondary Suites and Secondary Dwelling Units as a Subordinate Use to Single-Unit Dwellings, consistent with provincial regulations and Secondary Suite Standards, at the discretion of the Subdivision and/or Development Authority.

**(b) DISTRICT BOUNDARIES**

- (i) This District comprises all the land in the County of Vermilion River so designated on the Land Use District Map.

**(c) PERMITTED AND DISCRETIONARY USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Common Property	Backyard Cottage	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses.  Backyard Cottage Use limited to: Mobile Home.  Other existing Uses limited to: non-conforming.
Manufactured Home	Child Care Facility	
Manufactured Home Community	Commercial Use	Commercial Use limited to: Uses within the C2 District.
Protective and Emergency Services	Day Care Facility	

## 6.0 Land Use Districts Regulations

### 6.3.7 Residential - Multi-Family/Multi-Unit (R3) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Public Education Facility	Day Homes	
Public or Quasi-Public Building/Use	Existing Dwellings, as of the date of the approval of this Bylaw	
Public Park	Family care facilities	
Public-Serving Recreation Area	Home Occupations, Minor	
Public Utility/Building	Horticultural Development	Public Utility Use limited to: required to serve the immediate area.
Public Education Facility	Office Use	Office use limited to Accessory Use to Home Occupation Uses.
Residential Use <i>Dwelling, Cohousing</i> <i>Dwelling, Modular or Ready-To-Move</i> <i>Dwelling, Semi-Detached</i> <i>Home, Manufactured</i> <i>Home, Mobile</i> <i>Home, Tiny</i>	Secondary Suites and Secondary Dwelling Units	Residential Uses limited to: maximum one Main Unit per title.  Secondary Units: one Unit per Main Unit on a single Lot or Parcel.
Recreational Buildings and Uses	Solar Collector, Roof Mount	Recreational Buildings and Uses limited to: Parks and playgrounds.
Buildings and Uses accessory to Permitted Uses	Wind Energy Conversion System, Micro	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.
	Signs	Signs limited to: Accessory to Home Occupation Uses.
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

## (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Communal water supply and sewage disposal facilities:  1.2 ha (3 ac.)	All other Uses, as required by the Development Authority.	Except where the Lot is subject to:  (a) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or  (b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.  (c) the Subdivision of any fragmented area shall be governed by the policies in the County's Municipal Development Plan respecting the Subdivision of fragmented areas, subject to an approved Site Development Plan.
Minimum Front Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw, subject to an approved Site Development Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw, subject to an approved Site Development Plan.		At the discretion of the Development Authority, structures constructed adjacent to existing Similar Uses may be built without Side Yards where there is Lane access.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw, subject to an approved Site Development Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.

## 6.0 Land Use Districts Regulations

### 6.3.7 Residential - Multi-Family/Multi-Unit (R3) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Irregular Lots	In accordance with the provisions of <b>Section 4.3</b> of this Bylaw, subject to an approved Site Development Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	5 m (16 ft.) or 1 ½ Storeys Communications Towers, maximum 46 m (150 ft.)		Except for where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Standard Lots	Minimum Lot Area	Communal water supply and sewage disposal facilities, including 2-day storage: 160 m <sup>2</sup> (1,722 sq. ft.)	For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan. All other Uses, as required by the Development Authority.
	Minimum Lot Width	Single Wide 10.5 m (34 ft.) Double Wide 15 m (48 ft.)	For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan. All other Uses, as required by the Development Authority.
	Minimum Lot Depth	<u>Individual</u> water supply and sewage disposal facilities: 34 m (110 ft.) <u>Communal</u> water supply and sewage disposal facilities: 30 m (100 ft.)	For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan. All other Uses, as required by the Development Authority.

## 6.0 Land Use Districts Regulations

### 6.3.7 Residential - Multi-Family/Multi-Unit (R3) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	Minimum Amenity Area	10 m <sup>2</sup> (108 sq. ft.)	For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.  All other Uses, as required by the Development Authority.
	Minimum Yards	3 m (10 ft.)	For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.  All other Uses, as required by the Development Authority.
	Minimum Buffer	4 m (13 ft.)	For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.  All other Uses, as required by the Development Authority.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		Subject to the Additional Provisions in <b>Section 4.18</b> , where applicable.
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Outdoor Storage	No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.		
Vegetation	The location of any shelterbelts shall be approved by the Development Authority.		
Fencing	Required along the Yard Lines of Lots or Parcels adjacent to a park or Municipal Reserve Lot.		

**6.3.7 Residential - Multi-Family/Multi-Unit (R3) District**

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Maximum Mixed-Use Residential Density	15 Units per acre (37 Units per hectare)		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

## 6.4 CONTROL DISTRICTS

### 6.4.1 CROSSROADS DIRECT CONTROL (CDC) DISTRICT

<b>Amended by Bylaw 20-22</b>
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- (a) The Purpose of this District is to allow for additional provisions for direct control under Section 641 of the MGA for those areas where the County wishes to exercise particular control over the Subdivision, Use, and Development of land or Buildings in accordance with the policies and provisions of the Highways 16/41 Crossroads Area Structure Plan (Crossroads ASP), being Bylaw No. 10-15, and any amendments thereto.
- (b) Council, at their discretion, who may delegate their discretion to the Subdivision Authority or Development Authority, may allow for the Uses, Subdivision, and Development provided for these lands within the Crossroads ASP without compromising urban growth patterns that may extend into this District in the future.
- (c) The Crossroads Direct Control (CDC) District is not intended to replace the provisions and policies within the Crossroads ASP. If there is a conflict, the more restrictive provision(s) shall apply.
- (d) **APPLICABILITY**
  - (i) This District applies to all the land in the County of Vermilion River designated as Crossroads Direct Control (CDC) District on the Land Use District Map.
  - (ii) The regulations of this Section apply in addition to the other regulations of this Bylaw within the Direct Control Crossroads Overlay identified on Map 2 – Future Land Use, of the Municipal Development Plan.
  - (iii) The Crossroads Direct Control (CDC) District, if not showing on the Land Use map per se, shall nonetheless include:
    - 1. the lands within the Crossroads ASP boundary as indicated on Figure 12 of the Area Structure Plan and will be assigned to these lands when the County considers it appropriate to do so, a prerequisite of which being the submission of Subdivision and/or Development Permit applications deemed by the County to be in their complete form and consistent with the Crossroads ASP.
- (e) **PERMITTED AND DISCRETIONARY USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
All Uses and Development over which the County has jurisdiction and lawfully in existence on Parcels existing at the time this Land Use	At the discretion of the Development Authority, Uses listed as Discretionary)	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, including Uses listed within the underlying and

## 6.0 Land Use Districts Regulations

### 6.4.1 Crossroads Direct Control (CDC) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
<p>District was assigned and came into force at the discretion of the Development Authority, Uses listed as Permitted under the following Districts:</p> <p><i>Business and Services (B)</i></p> <p><i>Commercial (C1)</i></p> <p><i>Commercial - General (GC)</i></p> <p><i>Commercial - Limited (C2)</i></p> <p><i>Industrial - Light (M1)</i></p> <p><i>Industrial - Medium (M)</i></p> <p><i>Country Residential - Multi-Lot (CR-M)</i></p> <p><i>Country Residential - Single-Lot (CR-S)</i></p> <p><i>Residential – Low Density (R)</i></p> <p><i>Residential - Medium Density (R1)</i></p> <p><i>Residential - High Density (R2)</i></p> <p><i>Manufactured Home Community (R3)</i></p> <p><i>Parks and Recreation (PR)</i></p>	<p>Under the following Districts:</p> <p><i>Business and Services (B)</i></p> <p><i>Commercial (C1)</i></p> <p><i>Commercial - General (GC)</i></p> <p><i>Commercial - Limited (C2)</i></p> <p><i>Industrial - Light (M1)</i></p> <p><i>Industrial - Medium (M)</i></p> <p><i>Country Residential - Multi-Lot (CR-M)</i></p> <p><i>Country Residential - Single-Lot (CR-S)</i></p> <p><i>Residential – Low Density (R)</i></p> <p><i>Residential - Medium Density (R1)</i></p> <p><i>Residential - High Density (R2)</i></p> <p><i>Manufactured Home Community (R3)</i></p> <p><i>Parks and Recreation (PR)</i></p>	<p>abutting District, which conform to the general purpose and intent of this Land Use District and the Crossroads Area Structure Plan.</p> <p>Other existing Uses limited to: non-conforming.</p> <p>Where provided for within a Designated District:</p> <p>Office use limited to Accessory Use to Home Occupation Uses within Residential Districts.</p> <p>Office use limited to Business and Professional Services uses ancillary to the Main Use within Non-Residential Districts.</p> <p>Residential Uses limited to: maximum one Main Unit per title.</p> <p>Secondary Units: one Unit per Main Unit on a single Lot or Parcel.</p> <p>Public Utility Use limited to: required to serve the immediate area.</p> <p>Recreational Buildings and Uses limited to: Parks and playgrounds.</p> <p>Signs limited to: Accessory to Home Occupation Uses within Residential Districts.</p> <p>Warehouse Sales Establishment limited to: less than 75% of sales are wholesale.</p>
Buildings and Uses accessory to Permitted Uses	Buildings and Uses accessory to Discretionary Uses	<p>Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.</p> <p>Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.</p>



6.4.1 Crossroads Direct Control (CDC) District

(f) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Less than 5 ac (2.02 ha), in accordance with the provisions of the Highways 16/41 Crossroads Area Structure Plan.	As required by the Development Authority.	Except where the Lot is subject to:  (a) a Discretionary Use,  (b) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or  (c) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.  (d) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.
Minimum Front Yard	From an Internal Road: 15 m (50 ft.) from Property Line.  Other Roads: 30 m (100 ft.) from Property Line.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	Un-serviced Commercial/Industrial: 6 m (20 ft.)  On Corner Lots:  (a) From an Internal Road: 15 m (50 ft.) from Property Line.  (b) Other Roads: 30 m (100 ft.) from Property Line.  Country Residential:  (a) On Internal Road 15 m (50ft.) from Property Line.		Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.

## 6.0 Land Use Districts Regulations

### 6.4.1 Crossroads Direct Control (CDC) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	Other Roads: 30 m (100 ft.) from Property Line.		
Minimum Rear Yard	Un-serviced Commercial/Industrial: 7.6 m (25 ft.)  (a) On Internal Road 15 m (50 ft.) from Property Line.  (b) Other Roads: 30 m (100 ft.) from Property Line.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	In accordance with the provisions of the Designated District.  Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		No more than 20% of Buildable Area shall be covered by Buildings, surface pavement or other impermeable surfaces.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Design, Character and Appearance of Buildings	The design, siting, external finish, architectural appearance and Landscaping generally, of all Buildings, including any accessory Buildings or structures and Signs, and any reconstruction, shall all be to the satisfaction of the Development Authority, so there is conformity with adjacent Buildings, and adequate protection afforded to the amenities of adjacent properties.  As a condition of a Development Permit, the Development Authority may require a letter of guarantee or an irrevocable letter of credit in order to secure compliance with any requirements imposed.		

6.4.1 Crossroads Direct Control (CDC) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Accessory Buildings	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw, as applicable.		
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		All loading areas must be fully screened from adjacent streets or sides by opaque Screening consisting of fencing, structures or Landscaping.
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Signage	In accordance with the provisions of <b>Section 4.21</b> of this Bylaw.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Domestic Animals	No fur-bearing animals, fowl or Livestock other than Domestic Pets and horses may be kept, in accordance with the provisions of the designated residential District.		
Outdoor Storage	Non-Residential Districts: Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.  Residential Districts: No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.		
Vegetation	As a condition of approval, the Development Authority may require that an approved Use or Development be screened from public thoroughfares and adjacent Residential Uses by a solid wall, Fence or other means in a manner and to a height satisfactory to them.		

### 6.4.1 Crossroads Direct Control (CDC) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Temporary Uses	The Development Authority may issue a Temporary Development Permit where the Development Authority is of the opinion that the proposed Use is of a temporary nature.		
Approvals	<p>Approval of Development within the District may be required by Provincial Regulation and, if that is the case, issuance of such permit will be a requirement for any Development Permit issued in this District.</p> <p>To determine if the subject land is suitable for and can physically support/sustain the proposed Use or Development in question, the Development Authority may require, before accepting an application as complete, any geotechnical analysis or any other engineering, environmental or technical assessment/information it considers necessary to properly evaluate the application. The Development Authority will ensure that the analysis/assessment/information they require is prepared/substantiated by qualified Persons licensed to practice in the Province of Alberta.</p> <p>In the case of new Construction, the Development Authority shall require, as a condition of approval, that a Surveyor's Certificate or Real Property Report, signed by an Alberta Land Surveyor, relating to the Building(s) that is (are) the subject of the Development Permit application, be submitted by the Owner/Developer upon completion of the Building foundation and prior to commencement of framing or further structural Construction to ensure that the Building(s) is (are) Sited according to the provisions of the Development Permit and any other relevant provisions of the Bylaw.</p> <p>Applicants shall fully disclose the precise nature and extent of the proposed Use, Subdivision and/or Development, including intended hours of operation to the</p>		
	<p>level of detail determined by the Development Authority, so that their applications can be thoroughly evaluated in accordance with this Land Use District.</p> <p>The Development Authority may:</p> <ul style="list-style-type: none"> <li>(a) As a condition of approval, require that the applicant enter into a Development agreement with the County pursuant to the Municipal Government Act. To ensure compliance with the conditions in the agreement, the County may be protected by caveat registered in favour of the County.</li> <li>(b) As a condition of approval, require financial guarantees, in a form and an amount acceptable to the County, from the applicant to secure performance of any of the conditions of the approval; and/or,</li> <li>(c) Revoke an approval in the case where satisfactory arrangements have not been made by a Developer for the supply of water, disposal of sewage and Road access, or any of them.</li> </ul>		
Application Referral	In accordance with the provisions of <b>Section 2.15</b> of this Bylaw.		

### 6.4.1 Crossroads Direct Control (CDC) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Special Uses	<p>Wind Energy Conversion Systems shall be governed by the regulations contained in <b>Section 5.3</b> of this Bylaw.</p> <p>No activity may be undertaken that would, in the opinion of the Development Authority, unduly interfere with the amenities or materially interfere with or affect the Use, enjoyment or value of neighbouring properties by reason of noise, smoke, steam, odour, glare, dust, vibration, Refuse matter, or other noxious emissions or containment of hazardous materials.</p> <p>The Development Authority may stipulate the times of the day or week during which an approved Use or Development may operate as well as the length of time its approval remains in effect.</p>		
Exceptions	<p>At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, stand pipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.</p>		
Enforcement	<p>If at any time, in the opinion of the Development Authority, any of the provisions of this Land Use District have not been complied with, the Development Authority may utilize the enforcement mechanisms available under the Municipal Government Act.</p>		
Additional Regulations	<p>In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.</p>		

*6.4.1 Crossroads Direct Control (CDC) District*

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## 6.4.2 NORTH GATEWAY DIRECT CONTROL (NGDC) DISTRICT

- (a) The Purpose of this District is to allow for additional provisions for direct control under Section 641 of the MGA for those areas where the County wishes to exercise particular control over the Subdivision, Use, and Development of land or Buildings in accordance with the policies and provisions of the North 41 Gateway Area Structure Plan (ASP), being Bylaw No. 10-11, and any amendment thereto.
- (b) Council, at their discretion, who may delegate their discretion to the Subdivision Authority or Development Authority, may allow for the Uses, Subdivision, and Development provided for these lands within the North 41 Gateway ASP without compromising urban growth patterns that may extend into this District in the future.
- (c) The North Gateway Direct Control (NGDC) District is not intended to replace the provisions and policies within the North 41 Gateway Area Structure Plan. If there is a conflict, the more restrictive provision(s) shall apply.
- (d) **APPLICABILITY**
- (i) This District applies to all the land in the County of Vermilion River designated as North Gateway Direct Control (NGDC) District on the Land Use District Map.
  - (ii) The regulations of this Section apply in addition to the other regulations of this Bylaw within the North Gateway Direct Control (NGDC) District identified on Map 2 – Future Land Use, of the Municipal Development Plan.
  - (iii) The North Gateway Direct Control (NGDC) District, if not showing on the Land Use map per se, shall nonetheless include:
    - 1. the lands within the North 41 Gateway ASP boundary as indicated on Figure 9 of the Area Structure Plan and will be assigned to these lands when the County considers it appropriate to do so, a prerequisite of which being the submission of Subdivision and/or Development Permit applications deemed by the County to be in their complete form and consistent with the North 41 Gateway ASP.
- (e) **PERMITTED AND DISCRETIONARY USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
All Uses and Development over which the County has jurisdiction and lawfully in existence on Parcels existing at the time this Land Use District was assigned and came into force	At the discretion of the Development Authority, Uses listed as Discretionary under the following Districts:  <i>Business and Services (B)</i>	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, including Uses listed within the underlying and Abutting District, which conform to

## 6.0 Land Use Districts Regulations

### 6.4.2 North Gateway Direct Control (NGDC) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
<p>At the discretion of the Development Authority, Uses listed as Permitted under the following Districts:</p> <p><i>Business and Services (B)</i></p> <p><i>Commercial (C1)</i></p> <p><i>Commercial - General (GC)</i></p> <p><i>Commercial - Limited (C2)</i></p> <p><i>Industrial - Light (M1)</i></p> <p><i>Industrial - Medium (M)</i></p> <p><i>Country Residential - Multi-Lot (CR-M)</i></p> <p><i>Country Residential - Single-Lot (CR-S)</i></p> <p><i>Residential – Low Density (R)</i></p> <p><i>Residential - Medium Density (R1)</i></p> <p><i>Residential - High Density (R2)</i></p> <p><i>Parks and Recreation (PR)</i></p>	<p><i>Commercial (C1)</i></p> <p><i>Commercial - General (GC)</i></p> <p><i>Commercial - Limited (C2)</i></p> <p><i>Industrial - Light (M1)</i></p> <p><i>Industrial - Medium (M)</i></p> <p><i>Country Residential - Multi-Lot (CR-M)</i></p> <p><i>Country Residential - Single-Lot (CR-S)</i></p> <p><i>Residential – Low Density (R)</i></p> <p><i>Residential - Medium Density (R1)</i></p> <p><i>Residential - High Density (R2)</i></p> <p><i>Manufactured Home Community (R3)</i></p>	<p>the general purpose and intent of this Land Use District and the Crossroads Area Structure Plan.</p> <p>Other existing Uses limited to: non-conforming.</p> <p>Where provided for within a Designated District:</p> <p>Office use limited to Accessory Use to Home Occupation Uses within Residential Districts.</p> <p>Office use limited to Business and Professional Services uses ancillary to the Main Use within Non-Residential Districts.</p> <p>Residential Uses limited to: maximum one Main Unit per title.</p> <p>Secondary Units: one Unit per Main Unit on a single Lot or Parcel.</p> <p>Public Utility Use limited to: required to serve the immediate area.</p> <p>Recreational Buildings and Uses limited to: Parks and playgrounds.</p> <p>Signs limited to: Accessory to Home Occupation Uses within Residential Districts.</p> <p>Warehouse Sales Establishment limited to: less than 75% of sales are wholesale.</p>
Buildings and Uses accessory to Permitted Uses	Buildings and Uses accessory to Discretionary Uses	<p>Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.</p> <p>Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.</p>



### 6.4.2 North Gateway Direct Control (NGDC) District

#### (f) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	Less than 5 ac (2.02 ha), in accordance with the provisions of the North 41 Gateway Area Structure Plan.	As required by the Development Authority.	<p>Except where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) a Discretionary Use,</li> <li>(b) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(c) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(d) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Minimum Front Yard	<p>From an Internal Road: 15 m (50 ft.) from Property Line.</p> <p>Other Roads: 30 m (100 ft.) from Property Line.</p>		<p>Except for provincial Highways, which are subject to Alberta Transportation regulations.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>
Minimum Side Yard	<p>Un-serviced Commercial/Industrial: 6 m (20 ft.)</p> <p>On Corner Lots:</p> <ul style="list-style-type: none"> <li>(a) From an Internal Road: 15 m (50 ft.) from Property Line.</li> <li>(b) Other Roads: 30 m (100 ft.) from Property Line.</li> </ul> <p>Country Residential:</p> <ul style="list-style-type: none"> <li>(a) On Internal Road 15 m (50 ft.) from Property Line.</li> <li>(b) Other Roads: 30 m (100 ft.) from Property Line.</li> </ul>		<p>Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>

6.4.2 North Gateway Direct Control (NGDC) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Rear Yard	Un-serviced Commercial/Industrial: 7.6 m (25 ft.)  (a) On Internal Road 15 m (50 ft.) from Property Line.  (b) Other Roads: 30 m (100 ft.) from Property Line.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	In accordance with the provisions of the Designated District.  Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay <b>(Section 7.2.1)</b> , or where a Variance under <b>Section 2.13</b> has been granted.
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		No more than 20% of Buildable Area shall be covered by Buildings, surface pavement or other impermeable surfaces.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Design, Character and Appearance of Buildings	The design, siting, external finish, architectural appearance and Landscaping generally, of all Buildings, including any accessory Buildings or structures and Signs, and any reconstruction, shall all be to the satisfaction of the Development Authority, so there is conformity with adjacent Buildings, and adequate protection afforded to the amenities of adjacent properties.  As a condition of a Development Permit, the Development Authority may require a letter of guarantee or an irrevocable letter of credit in order to secure compliance with any requirements imposed.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Accessory Buildings	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw, as applicable.		
Parking	Parking and loading requirements shall be provided in accordance with the provisions of		All loading areas must be fully screened from adjacent streets or sides by opaque Screening

### 6.4.2 North Gateway Direct Control (NGDC) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	<b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		consisting of fencing, structures or Landscaping.
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Signage	In accordance with the provisions of <b>Section 4.21</b> of this Bylaw.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Domestic Animals	No fur-bearing animals, fowl or Livestock other than Domestic Pets and horses may be kept, in accordance with the provisions of the designated residential District.		
Outdoor Storage	<p>Non-Residential Districts: Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.</p> <p>Residential Districts: No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.</p>		
Vegetation	As a condition of approval, the Development Authority may require that an approved Use or Development be screened from public thoroughfares and adjacent Residential Uses by a solid wall, Fence or other means in a manner and to a height satisfactory to them.		
Temporary Uses	The Development Authority may issue a Temporary Development Permit where the Development Authority is of the opinion that the proposed Use is of a temporary nature.		
Approvals	<p>Approval of Development within the District may be required by Provincial Regulation and, if that is the case, issuance of such permit will be a requirement for any Development Permit issued in this District.</p> <p>To determine if the subject land is suitable for and can physically support/sustain the proposed Use or Development in question, the Development Authority may require, before accepting an application as complete, any geotechnical analysis or any other</p>		

### 6.4.2 North Gateway Direct Control (NGDC) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
	<p>engineering, environmental or technical assessment/information it considers necessary to properly evaluate the application. The Development Authority will ensure that the analysis/assessment/information they require is prepared/substantiated by qualified Persons licensed to practice in the Province of Alberta.</p> <p>In the case of new Construction, the Development Authority shall require, as a condition of approval, that a Surveyor's Certificate or Real Property Report, signed by an Alberta Land Surveyor, relating to the Building(s) that is (are) the subject of the Development Permit application, be submitted by the Owner/Developer upon completion of the Building foundation and prior to commencement of framing or further structural Construction to ensure that the Building(s) is (are) Sited according to the provisions of the Development Permit and any other relevant provisions of the Bylaw.</p> <p>Applicants shall fully disclose the precise nature and extent of the proposed Use, Subdivision and/or Development, including intended hours of operation to the level of detail determined by the Development Authority, so that their applications can be thoroughly evaluated in accordance with this Land Use District.</p> <p>The Development Authority may:</p> <ul style="list-style-type: none"> <li>(a) As a condition of approval, require that the applicant enter into a Development agreement with the County pursuant to the Municipal Government Act. To ensure compliance with the conditions in the agreement, the County may be protected by caveat registered in favour of the County.</li> <li>(b) As a condition of approval, require financial guarantees, in a form and an amount acceptable to the County, from the applicant to secure performance of any of the conditions of the approval; and/or,</li> </ul> <p>Revoke an approval in the case where satisfactory arrangements have not been made by a Developer for the supply of water, disposal of sewage and Road access, or any of them.</p>		
Application Referral	In accordance with the provisions of <b>Section 2.15</b> of this Bylaw.		
Special Uses	<p>Wind Energy Conversion Systems shall be governed by the regulations contained in <b>Section 5.3</b> of this Bylaw.</p> <p>No activity may be undertaken that would, in the opinion of the Development Authority, unduly interfere with the amenities or materially interfere with or affect the Use, enjoyment or value of neighbouring properties by reason of noise, smoke, steam, odour, glare, dust, vibration, Refuse matter, or other noxious emissions or containment of hazardous materials.</p> <p>The Development Authority may stipulate the times of the day or week during which an approved Use or Development may operate as well as the length of time its approval remains in effect.</p>		

### 6.4.2 North Gateway Direct Control (NGDC) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Exceptions	At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, stand pipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.		
Enforcement	If at any time, in the opinion of the Development Authority, any of the provisions of this Land Use District have not been complied with, the Development Authority may utilize the enforcement mechanisms available under the Municipal Government Act.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.4.2 North Gateway Direct Control (NGDC) District*

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## 6.4.3 Highway Development (HD) District

**6.4.3 HIGHWAY DEVELOPMENT (HD) DISTRICT**Amended by  
Bylaw 20-22

- (a) The Purpose of this District is to provide for establishments offering accommodations or services to motorists, and to provide for non-pedestrian-oriented retail, wholesale, service and repair activities, which do not contribute to the creation of unattractive, congested and unsafe Highway conditions, while protecting Provincial investment in Highway infrastructure.

## (b) APPLICABILITY

- (i) This District applies to all the land in the County of Vermilion River within 800 m (0.5 mile) of the right-of-way of Highways 17, 41, and 45.
- (ii) This District also includes some lands adjacent to provincial Highways, which may be located within a Hamlet.
- (iii) The regulations of this Section apply in addition to the other regulations of this Bylaw within the Highway Development District identified on Map 2 – Future Land Use, of the Municipal Development Plan.

## (c) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agricultural Production	Animal Breeding and/or Boarding Establishments  Abattoir	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, including Uses listed within the underlying and Abutting district.
Agricultural Support Services	Bed and Breakfast Establishments	Other existing Uses limited to: non-conforming.
Extensive Agriculture	Bulk Fuel Storage and Sales	
Farming	Day Homes	
Highway Commercial Use	Existing Dwellings, as of the date of the approval of this Bylaw	Residential Uses limited to: maximum one Main Unit per title.
Highway Services	Family care facilities	
Buildings and Uses accessory to Permitted Uses	Group care facilities	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area. Unless a Variance under <b>Section 2.13</b> has been granted.
	Group Homes	

Amended by  
Bylaw 23-11

## 6.0 Land Use Districts Regulations

### 6.4.3 Highway Development (HD) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Guest Ranches	
	Home Occupations, Major	Home Occupations limited to: existing Residential Uses.
	Home Occupations, Minor	Home Occupations limited to: existing Residential Uses.
	Institutional Uses	
	Intensive Agriculture	
	Natural Resource Extraction and Ground Disturbance Operations	
	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
	Public education facilities	
	Public or Quasi-Public Buildings and Uses	
	Public Utilities and Public Utility Buildings	
	Recreational Uses	
	Recreational Vehicle Campgrounds	
	Religious Assemblies	
	Rural Commercial Uses	
	Signs	
	Veterinary Clinic	
	Warehouse Facilities	
	Wind Energy Conversion System, Large	
	Wind Energy Conversion System, Micro	
	Wind Energy Conversion System, Small	



### 6.4.3 Highway Development (HD) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Wireless Communications Facility	
	Work Camp	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	In accordance with the provisions of the Designated and/or Abutting District.	As required by the Development Authority	<p>Except where the Lot is subject to:</p> <ul style="list-style-type: none"> <li>(a) man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw or an approved Area Structure Plan or Site Development Plan, as applicable.		<p>Except for provincial Highways, which are subject to Alberta Transportation regulations.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw or an approved Area Structure Plan or Site Development Plan, as applicable.		<p>Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>

### 6.4.3 Highway Development (HD) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw or an approved Area Structure Plan or Site Development Plan, as applicable.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	10.5 m (34.5 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		Subject to the Additional Provisions in <b>Sub-section 1.1.1</b> and <b>Sub-section 7.2.2</b> , where applicable.
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Outdoor Storage	No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers, equipment, garbage, and waste or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.		
Vegetation	The location of any shelterbelts shall be approved by the Development Authority.		
Fencing	Required along the Yard Lines of Lots or Parcels adjacent to a park or Municipal Reserve Lot.		
Exceptions	Notwithstanding any other provision of this Bylaw to the contrary, no more than 3 Lots for Residential Uses may be allowed on that portion of NW 17-50-2-W4 lying to the south of Highway #16.		
Restricted Uses	The Development Authority may restrict, or may be subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses adjacent or nearby a Designated Non-Residential District.		

6.4.3 Highway Development (HD) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Special Uses	Wind Energy Conversion Systems shall be governed by the regulations contained in <b>Section 5.3</b> of this Bylaw.		
Maximum Mixed-Use Residential Density	15 Units per acre (37 Units per hectare)		
Application Referral	In accordance with the provisions of <b>Section 2.15</b> of this Bylaw.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.4.3 Highway Development (HD) District*

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**6.4.4 HIGHWAY DEVELOPMENT SPECIAL PURPOSE (HDS) DISTRICT**

(a) The Purpose of this District is to provide for Development appropriate to areas that will accommodate the future re-alignment and access management areas of Highway #16.

**(b) APPLICABILITY**

- (i) This District comprises a 1.6 km (1 mile) wide area of land in the County of Vermilion River along the patch where the future right-of-way of the Highway 16 re-alignment will be located and those areas identified by the province to accommodate future access points.
- (ii) The regulations of this Section apply in addition to the other regulations of this Bylaw within the Highway Development Special Purpose District identified on Map 2 – Future Land Use, of the Municipal Development Plan.
- (iii) Provincial regulations may regulate approval of Development within the District and, if that is the case, issuance of such permit will be a requirement of any Development Permit issued in this District.

**(c) PERMITTED AND DISCRETIONARY USES**

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
Agricultural Production	Animal Breeding and/or Boarding Establishments	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, including Uses listed within the underlying and Abutting district.
Agricultural Support Services	Bed and Breakfast Establishments	Other existing Uses limited to: non-conforming.
Extensive Agriculture	Bulk Fuel Storage and Sales	
Farming	Day Homes	
Highway Commercial Use	Existing Dwellings, as of the date of the approval of this Bylaw.	Residential Uses limited to: maximum one Main Unit per title.
Highway Services	Family care facilities	
Buildings and Uses accessory to Permitted Uses	Group care facilities	Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area. Unless a Variance under <b>Section 2.13</b> has been granted.

## 6.0 Land Use Districts Regulations

### 6.4.4 Highway Development Special Purpose (HDS) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Group Homes	
	Guest Ranches	
	Home Occupations, Major	Home Occupations limited to: existing Residential Uses.
	Home Occupations, Minor	Home Occupations limited to: existing Residential Uses.
	Institutional Uses	
	Intensive Agriculture	
	Natural Resource Extraction and Ground Disturbance Operations	
	Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.
	Public education facilities	
	Public or Quasi-Public Buildings and Uses	
	Public Utilities and Public Utility Buildings	
	Recreational Uses	
	Recreational Vehicle Campgrounds	
	Religious Assemblies	
	Rural Commercial Uses	
	Secondary Dwelling	
	Signs	
	Veterinary Clinic	
	Warehouse Facilities	
	Wind Energy Conversion System, Large	
	Wind Energy Conversion System, Micro	

## 6.0 Land Use Districts Regulations

### 6.4.4 Highway Development Special Purpose (HDS) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
	Wind Energy Conversion System, Small	
	Wireless Communications Facility	
	Work Camp	
	Buildings and Uses accessory to Discretionary Uses	Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.

#### (d) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	In accordance with the provisions of the Designated and/or Abutting district.	As required by the Development Authority	Except where the Lot is subject to: <ul style="list-style-type: none"> <li>(a) man-made barrier, registered in Land Titles, fragmenting the quarter section, or</li> <li>(b) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</li> <li>(c) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</li> </ul>
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw or an approved Area Structure Plan or Site Development Plan, as applicable.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw or an approved Area Structure Plan or Site Development Plan, as applicable.		Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.

## 6.0 Land Use Districts Regulations

### 6.4.4 Highway Development Special Purpose (HDS) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw or an approved Area Structure Plan or Site Development Plan, as applicable.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	10.5 m (34.5 ft.)  Communications Towers, minimum 46 m (150 ft.)		Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay ( <b>Section 7.2.1</b> ), or where a Variance under <b>Section 2.13</b> has been granted.
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		Subject to the Additional Provisions in <b>Sub-section 1.1.1</b> and <b>Sub-section 7.2.2</b> , where applicable.
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		
Outdoor Storage	No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers, equipment, garbage, and waste or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.		
Vegetation	The location of any shelterbelts shall be approved by the Development Authority.		
Fencing	Required along the Yard Lines of Lots or Parcels adjacent to a park or Municipal Reserve Lot.		
Exceptions	Notwithstanding any other provision of this Bylaw to the contrary, no more than 3 Lots for Residential Uses may be allowed on that portion of NW 17-50-2-W4 lying to the south of Highway #16.		
Restricted Uses	The Development Authority may restrict, or may be subject to special regulations or conditions of approval, Uses that may produce, directly or indirectly, noise, odour, fumes, dust, smoke, unsightly appearance, or other effects that may be detrimental to other Land Uses adjacent or nearby a Designated Non-Residential District.		



6.4.4 Highway Development Special Purpose (HDS) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Special Uses	Wind Energy Conversion Systems shall be governed by the regulations contained in <b>Section 5.3</b> of this Bylaw.		
Maximum Mixed-Use Residential Density	15 Units per acre (37 Units per hectare)		
Application Referral	In accordance with the provisions of <b>Section 2.15</b> of this Bylaw.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

***6.4.4 Highway Development Special Purpose (HDS) District***

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## 6.4.5 Urban Growth (UB) District

## 6.4.5 URBAN GROWTH (UB) DISTRICT

Amended by  
Bylaw 20-22

- (a) The Urban Growth (UB) District aims to preserve Farmland from urban sprawl and promote the efficient Use of land, public facilities, and services within County lands adjacent to incorporated areas without compromising urban growth patterns that may extend into this District in the future.
- (b) The Purpose of this District is to:
- (i) allow for additional provisions for those areas where a Decision Authority, in accordance with the provisions in **Section 1.11**, wishes to exercise particular control over the Use and Development of land and/or Buildings, including areas identified as Urban Expansion (UE) in Intermunicipal Development Plans (IDPs) and Area Structure Plans as well as lands previously designated as Controlled Urban Development (CUD) and Urban Expansion (UE) Districts.
  - (ii) An Area Structure Plan (ASP) Bylaw may be approved to replace this Overlay and/or to regulate Development within specific areas.
- (c) APPLICABILITY
- (i) This District applies to all the land in the County of Vermilion River designated as Urban Growth District on the Land Use District Map.
  - (ii) The regulations of this Section apply in addition to the other regulations of this Bylaw within the Urban Growth District identified on Map 2 – Future Land Use, of the Municipal Development Plan.
- (d) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
At the discretion of the Development Authority, Uses listed as Permitted under the following Districts:	At the discretion of the Development Authority, Uses listed as Discretionary under the following Districts:	Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, including Uses listed within the underlying and Abutting district.
<i>Business and Services (B)</i>	<i>Business and Services (B)</i>	Other existing Uses limited to: non-conforming.
<i>General Commercial (GC)</i>	<i>General Commercial (GC)</i>	Where provided for within a Designated District:
<i>Commercial (C1)</i>	<i>Commercial (C1)</i>	Residential Uses limited to: maximum one Main Unit per title.
<i>Industrial - Medium (M)</i>	<i>Industrial - Medium (M)</i>	
<i>Industrial - Light (M1)</i>	<i>Industrial - Light (M1)</i>	

### 6.4.5 Urban Growth (UB) District

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
<p><i>Manufactured Home Community (R3)</i></p> <p><i>Residential - Medium Density (R1)</i></p> <p><i>Residential - High Density (R2)</i></p>	<p><i>Manufactured Home Community (R3)</i></p> <p><i>Residential - Medium Density (R1)</i></p> <p><i>Residential - High Density (R2)</i></p>	<p>Office use limited to Accessory Use to Home Occupation Uses within Residential Districts.</p> <p>Office use limited to Business and Professional Services uses ancillary to the Main Use within Non-Residential Districts.</p> <p>Secondary Units: one Unit per Main Unit on a single Lot or Parcel.</p> <p>Public Utility Use limited to: required to serve the immediate area.</p> <p>Recreational Buildings and Uses limited to: Parks and playgrounds.</p> <p>Signs limited to: Accessory to Home Occupation Uses.</p> <p>Warehouse Sales Establishment limited to: less than 75% of sales are wholesale.</p> <p>Manufacturing Uses are limited pursuant to <b>Section 4.7</b>.</p>
Buildings and Uses accessory to Permitted Uses	Buildings and Uses accessory to Discretionary Uses	<p>Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.</p> <p>Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.</p>

### (e) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	In accordance with the provisions of the Designated and Abutting Districts.	As required by the Development Authority	<p>Except where the Lot is subject to:</p> <p>(a) a Discretionary Use,</p> <p>(b) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</p>

## 6.0 Land Use Districts Regulations

### 6.4.5 Urban Growth (UB) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			<p>(c) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</p> <p>(d) the Subdivision of any fragmented area shall be governed by the policies in the MDP respecting the Subdivision of fragmented areas.</p>
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw, as applicable.		<p>Except for provincial Highways, which are subject to Alberta Transportation regulations.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw, as applicable.		<p>Except for an irregular shaped Lot, which shall be ten percent (10%) of the mean Lot Width.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw, as applicable.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	<p>In accordance with the provisions of the Designated District.</p> <p>Communications Towers, minimum 46 m (150 ft.)</p>		<p>Except for an agricultural structure such as a silo, grain bin or elevator, or where restricted by the Airport Vicinity Area Overlay (<b>Section 7.2.1</b>), or where a Variance under <b>Section 2.13</b> has been granted.</p>
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		No more than 85% of Buildable Area shall be covered by Buildings, surface

### 6.4.5 Urban Growth (UB) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			<p>pavement or other impermeable surfaces.</p> <p>Except on Lots less than one acre, no more than ninety percent 90% coverage of Buildable Area.</p>
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan. Consistent with the County's Municipal Development Plan.		
Accessory Buildings	In accordance with the provisions of <b>Section 4.2</b> or <b>Section 4.3</b> of this Bylaw, as applicable.		
Parking & Loading Areas	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		All loading areas must be fully screened from adjacent streets or sides by opaque Screening consisting of fencing, structures or Landscaping.
Signage	In accordance with the provisions of <b>Section 4.21</b> of this Bylaw.		
Outdoor Storage	<p>Non-Residential Districts: Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.</p> <p>Residential Districts: No Outdoor Storage of articles, goods, materials, finished or semi-finished products, incinerators, storage tanks, Refuse containers or like equipment shall be permitted unless such items are completely screened by fencing or structural enclosures from adjacent sites and public thoroughfares, excluding lanes.</p>		
Engineering Design Standards	<p>All improvements shall conform to the requirements of the County's General Municipal Servicing Standards and be subject to the review and approval of the Development Authority.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>		

6.4.5 Urban Growth (UB) District

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Development	<p>In accordance with the provisions of <b>Section 4.9, Section 4.18, Section 4.19,</b> including Servicing provisions under <b>Section 4.8</b> and all other provisions under this Bylaw, as applicable.</p> <p>For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.</p>		
Application Referral	In accordance with the provisions of <b>Section 2.15</b> of this Bylaw.		
Special Uses	Wind Energy Conversion Systems shall be governed by the regulations contained in <b>Section 5.3</b> of this Bylaw.		
Exceptions	At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, stand pipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

*6.4.5 Urban Growth (UB) District*

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## PART 7.0

# OVERLAY DISTRICTS REGULATIONS

*6.4.5 Urban Growth (UB) District*

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## 7.1 ESTABLISHMENT OF OVERLAY DISTRICTS

- (1) Overlay Districts identify special provisions that are applied to Property within the overlay District boundary in addition to those in the underlying base District to protect a specific resource or guide Development within certain areas without disturbing the requirements of the underlying Use district. In the instance of conflicting requirements, the stricter of the conflicting requirements applies. Overlay Districts may incorporate within its boundary more than one underlying Land Use District.
- (2) For the purposes of this Bylaw, the County of Vermilion River, in addition to the base Land Use Districts on **Part 6**, incorporates the following Overlay Districts:
  - (a) Airport Vicinity Area (AVA) Overlay
  - (b) Environmentally Sensitive Area (ESA) Overlay

*7.1 Establishment of Overlay Districts*

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## 7.2 OVERLAY DISTRICTS REGULATIONS

### 7.2.1 AIRPORT VICINITY AREA (AVA) OVERLAY

- (a) The Purpose of this District is to provide for the Development of land or Buildings within the County in areas adjacent to an Airport and to encourage compatible Land Use Development through the efficient Use of land, public facilities, and services without compromising the operating utility of an Airport or its infrastructure.

An Area Structure Plan (ASP) Bylaw may be approved to replace this District and regulate Development within specific areas.

(b) APPLICABILITY

- (i) This District applies to all the land in the County of Vermilion River wholly or partly within the 800 m (0.5 mile) Airport Protection Area boundary as designated on the Land Use District Map, on Map 2 – Future Land Use, of the Municipal Development Plan, and those areas adjacent to Airports identified either as Urban Expansion or Airport Protection within Intermunicipal Development Plans (IDPs).
- (ii) This Section applies to Development Permit applications in the part of the Municipality within the Airport Protection Area notwithstanding:
  - 1. that a Development Permit could otherwise be issued in accordance with this Bylaw, or
  - 2. that the Development is exempted under this Bylaw from requiring a Development Permit.
- (iii) The Airport Vicinity Area (AVA) Overlay, if not showing on the Land Use map per se, shall nonetheless include areas of the County designated as:
  - 1. the Vermilion Airport Vicinity Protection Area in the Town of Vermilion Intermunicipal Development Plan;
  - 2. the Lloydminster Airport Vicinity Protection Area in the City of Lloydminster Intermunicipal Development Plan; and
- (iv) other use sensitive areas described within an Airport Plan.

- (c) The location of the Approach Surfaces and Transitional Surfaces applicable to Airport Protection Areas are shown in **Figure 12**. If there is a conflict between the description of the Approach Surfaces and transitional surfaces in this Section and their location on an Airport Plan, the more restrictive provision(s) shall apply. Uses not listed as a Permitted or Discretionary in this section are not allowed on lands to which this section applies.

**(d) DEFINITIONS IN THIS SECTION**

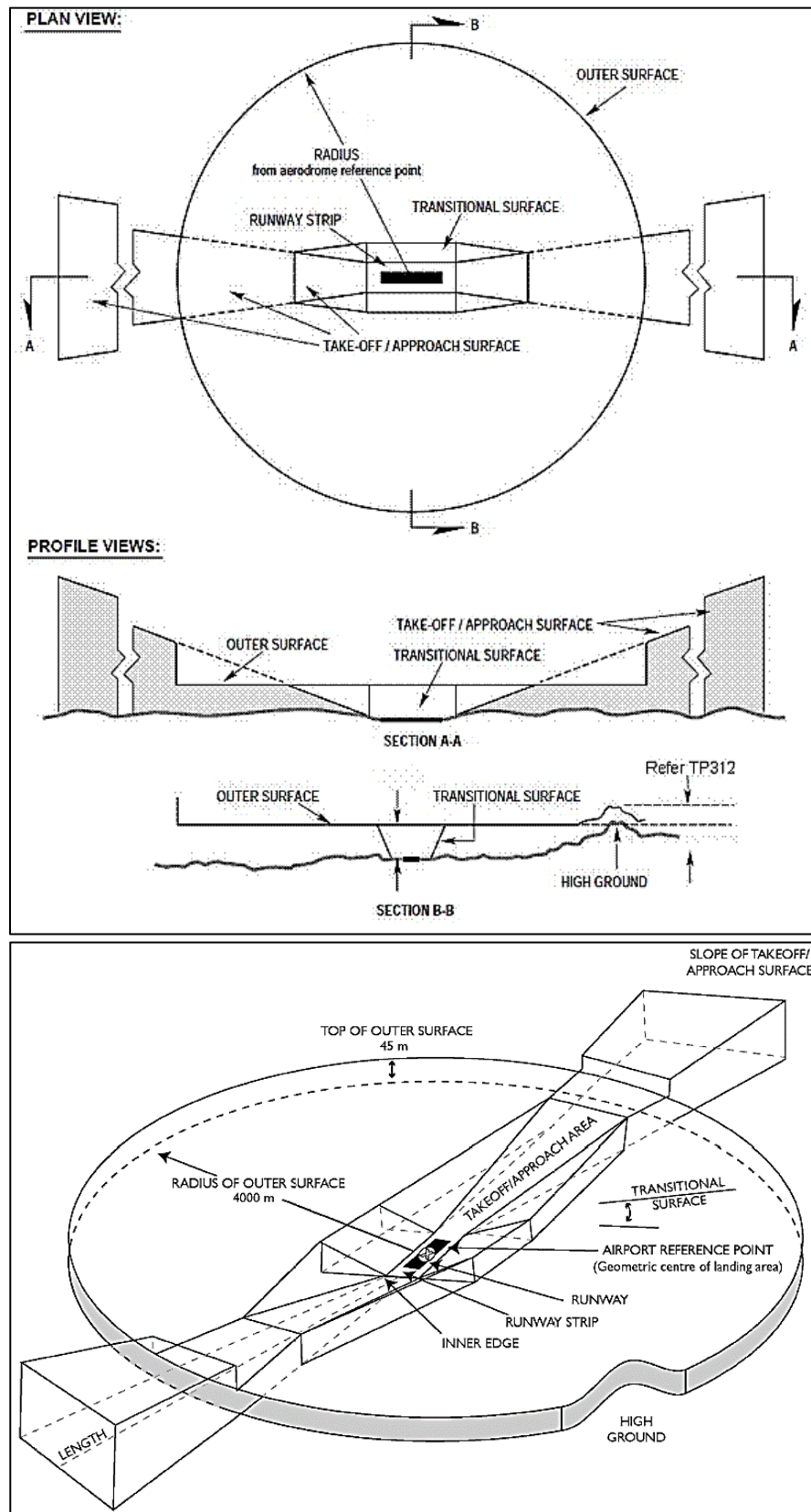
(i) The following Obstacle Limitation Surfaces are specific to this Section:

1. **“AIRPORT (AERODROME) REFERENCE POINT”** means the centre point of an Airport, located at the geometric centre of all the usable runways. The ARP is computed as a weighted average of the end of runway coordinates as shown in **Figure 12.**
2. **“APPROACH SURFACE”** means:
  - a. For a Precision Instrument Runway, a surface longitudinally centered on the extended runway centerline, beginning at the end of the Primary Surface and extending outward and upward as shown in **Figure 12. Airport Obstacle Limitation Surfaces.**
  - b. For a Non-Precision Instrument Runway, a surface longitudinally centered on the extended centerline of the runway, beginning at the end of the Primary Surface. Primary Surface width at end adjacent to runway end and flaring to 4,000 feet at a distance of 10,000 ft. from the end of the Primary Surface as shown in **Figure 12.**
3. **“BASIC STRIP (RUNWAY STRIP)”** means: A defined area including the runway, and stopway if provided, intended to reduce the risk of damage to aircraft running off a runway and to protect aircraft flying over it during takeoff or landing operations as shown in **Figure 12.**
4. **“OUTER SURFACE”** means an imaginary surface located above and in the immediate vicinity of the Airport as shown in **Figure 12.**
5. **“PROTECTION AREA”** means the Vermilion Airport Vicinity Protection Area and the Lloydminster Airport Vicinity Protection Area, as described in the respective Intermunicipal Development Plan and paragraph **(f) below.**
6. **“TRANSITIONAL SURFACE”** means a complex surface along the sides of the runway strip and part of the sides of the Approach Surface that slopes up to the outer surface. Its purpose is to ensure the safety of aircraft at low altitudes displaced from the runway centre line in the Approach or missed Approach phase as shown in **Figure 12.**



## 7.2 Establishment of Overlay Districts

Figure 12. Airport Obstacle Limitation Surfaces.



## 7.0 OVERLAY DISTRICT REGULATIONS

### 7.2 Establishment of Overlay Districts

#### (e) PERMITTED AND DISCRETIONARY USES

PERMITTED	DISCRETIONARY	USES NOT LISTED/LIMITATIONS
<p>At the discretion of the Development Authority, Uses listed as Permitted under the following Districts:</p> <p><i>Business and Services (B)</i></p> <p><i>Commercial - General (GC)</i></p> <p><i>Commercial (C1)</i></p> <p><i>Industrial - Light (M1)</i></p> <p><i>Industrial - Medium (M)</i></p> <p><i>Parks and Recreation (PR)</i></p>	<p>At the discretion of the Development Authority, Uses listed as Discretionary under the following Districts:</p> <p><i>Business and Services (B)</i></p> <p><i>General Commercial (GC)</i></p> <p><i>Commercial (C1)</i></p> <p><i>Industrial - Light (M1)</i></p> <p><i>Industrial - Medium (M)</i></p> <p><i>Parks and Recreation (PR)</i></p>	<p>Other Uses, which in the opinion of the Development Authority are similar to the listed Permitted and Discretionary Uses, including Uses listed within the underlying and Abutting district.</p> <p>Other existing Uses limited to: non-conforming.</p> <p>Manufacturing Uses are limited pursuant to <b>Section 4.7</b>.</p> <p>Office use limited to Business and Professional Services uses ancillary to the Main Use.</p>
Buildings and Uses accessory to Permitted Uses	Buildings and Uses accessory to Discretionary Uses	<p>Permitted Accessory Building and Uses maximum size: 60% of the Main Building floor area.</p> <p>Discretionary Accessory Building and Uses maximum size: at the discretion of the Development Authority.</p>

#### (f) DEVELOPMENT REGULATIONS

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Minimum Lot Area	In accordance with the provisions of the underlying and Abutting District.	As required by the Development Authority.	<p>Except where the Lot is subject to:</p> <p>(a) a Discretionary Use,</p> <p>(b) a man-made barrier, registered in Land Titles, fragmenting the quarter section, or</p> <p>(c) a natural barrier that physically fragments the quarter section - usually this barrier cannot be crossed with farm machinery.</p> <p>(d) the Subdivision of any fragmented area shall be governed by the policies in the Municipal Development Plan respecting the Subdivision of fragmented areas.</p>



## 7.0 OVERLAY DISTRICT REGULATIONS

### 7.2 Establishment of Overlay Districts

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Maximum Site Coverage	In accordance with the provisions of <b>Section 3.5</b> of this Bylaw.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Front Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		Except for provincial Highways, which are subject to Alberta Transportation regulations.  For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Side Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Minimum Rear Yard	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		For Multi-Lot Developments: in accordance with an approved Site Development Plan or Area Structure Plan.
Maximum Height	A Development Permit shall not be issued for a Development within the Airport Protection Area, if the highest point of the Development will exceed in elevation at the location of that point any of the following surfaces that project immediately above the surface of the land at that location:  (a) the take-off/Approach Surfaces of the runway of the Airport;  (b) the transitional surfaces of the runway of the Airport;  (c) the outer surface.		(a) For the purposes of regulating height:  (i) if the proposed Development is a railway, the highest point of the Development shall be deemed to be 6 m (19.7 ft.) higher than the actual height of the rails, and  (ii) if the Development is a Road, the highest point of the Development shall be deemed to be 4.5 m (14.8 ft.) higher than the actual height of the part of the highest part of the travelled portion of the Road.
Parking	Parking and loading requirements shall be provided in accordance with the provisions of <b>Section 4.15</b> of this Bylaw and the General Municipal Servicing Standards.		All loading areas must be fully screened from adjacent streets or sides by opaque Screening consisting of fencing, structures or Landscaping.

## 7.0 OVERLAY DISTRICT REGULATIONS

### 7.2 Establishment of Overlay Districts

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Subdivision	In accordance with the provisions of <b>Part 3</b> of this Bylaw and the County's Municipal Development Plan.		
Density Bonus	In accordance with the provisions of <b>Section 4.18</b> of this Bylaw or an approved Site Development Plan or Area Structure Plan.		
Accessory Buildings	In accordance with the provisions of <b>Section 4.2</b> of this Bylaw.		
Signage	In accordance with the provisions of <b>Section 4.21</b> of this Bylaw.		
Vermilion Airport			
	Airport Vicinity Protection Area		Comprising the land in the County of Vermilion River described below:  (a) In Township 50, Range 6, West of the 4th Meridian:  (i) North half of Section 27;  (ii) North half of the Southeast Quarter of Section 27;  (iii) South half of Section 34.  (b) In Township 51, Range 6, West of the 4th Meridian:  (i) Southwest Quarter of Section 4;  (ii) South half of Section 5.
	Height Limitations		
	Basic Strip		The basic strip associated with the Airport runway is an area 304 m (997.4 ft.) in width and 1314 m (4399.6 ft.) in length, located as shown in <b>Figure 12</b> .
	Approach Surfaces		There is an Approach Surface associated with each end of the basic strip, and in each case the surface is an imaginary surface consisting of an inclined plane that:

## 7.0 OVERLAY DISTRICT REGULATIONS

### 7.2 Establishment of Overlay Districts

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			<p>(a) commences and Abuts the end of the basic strip,</p> <p>(b) rises at an angle of 1.15 degrees (1:50) measured from an imaginary horizontal surface at the elevation of the end of the basic strip,</p> <p>diverges outward on each side as it rises, at an angle of 8.53 degrees measured from the respective projected lateral limits of the basic strip and ends at its intersection with the outer surface.</p>
	Transitional Surfaces		<p>There is a transitional surface associated with each lateral limit of the basic strip, and in each case the transitional surface is an imaginary surface consisting of an inclined plane that:</p> <p>(a) commences at and Abuts the lateral limit of the basic strip,</p> <p>(b) rises at an angle of 8.14 degrees (1:7) measured from the lateral limit of the basic strip, and</p> <p>(c) ends at its intersection with the outer surface or an Approach Surface.</p>
	Outer Surface		<p>The outer surface of the Protection Area is an imaginary surface consisting of a common plane established at a constant elevation of 45 m (147.6 ft.) above the elevation of the Airport reference point.</p>

## 7.0 OVERLAY DISTRICT REGULATIONS

### 7.2 Establishment of Overlay Districts

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Lloydminster Airport			
	Airport Vicinity Protection Area		<p>Comprising the land in the County of Vermilion River described below:</p> <p>(a) In Township 50, Range 1, West of the 4th Meridian:</p> <p>(i) Northeast Quarter of Section 8;</p> <p>(ii) East half of Northwest Quarter of Section 8;</p> <p>(iii) North half of Section 9;</p> <p>(iv) North half of Section 10;</p> <p>(v) Southwest Quarter of Section 13;</p> <p>(vi) South half of Section 14;</p> <p>(vii) Northwest Quarter of Section 14;</p> <p>(viii) Section 15;</p> <p>(ix) Section 16; and</p> <p>(x) South half of Section 17.</p>
	Height Limitations		
	Basic Strip		<p>The basic strip associated with the Airport runway is an area 150 m (492.1 ft.) in width and 1,820 m (5,971.1 ft.) in length, located as shown in <b>Figure 12</b>.</p>
	Take-off/Approach Surfaces		<p>There is a take-off/Approach Surface associated with each end of the basic strip, and in each case the surface is an imaginary surface consisting of an inclined plane that:</p> <p>(a) commences and Abuts the end of the basic strip,</p> <p>(b) rises at an angle of 1.15 degrees (1:50) measured from an imaginary horizontal</p>

## 7.0 OVERLAY DISTRICT REGULATIONS

### 7.2 Establishment of Overlay Districts

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
			<p>surface at the elevation of the end of the basic strip,</p> <p>(c) diverges outward on each side as it rises, at an angle of 8.53 degrees (3:20) measured from the respective projected lateral limits of the basic strip and ends at its intersection with the outer surface.</p>
	Transitional Surfaces		<p>There is a transitional surface associated with each lateral limit of the basic strip, and in each case the transitional surface is an imaginary surface consisting of an inclined plane that:</p> <p>(a) commences at and Abuts the lateral limit of the basic strip, rises at an angle of 8.14 degrees (1:7) measured from the lateral limit of the basic strip, and</p> <p>(b) ends at its intersection with the outer surface or a take-off/Approach Surface.</p>
	Outer Surface		<p>The outer surface of the Airport Protection Area is an imaginary surface consisting of a common plane established at a constant elevation of 45 m (147.6 ft.) above the elevation of the Airport reference point and extending to the outer limits of the Airport Protection Area.</p>
Approvals	Approval of Development within the District may be required by Provincial Regulation and, if that is the case, issuance of such permit will be a requirement for any Development Permit issued in this District.		
Application Referral	In accordance with the provisions of <b>Section 2.15</b> of this Bylaw.		
Special Uses	Wind Energy Conversion Systems shall be governed by the regulations contained in <b>Section 5.3</b> of this Bylaw.		

## 7.0 OVERLAY DISTRICT REGULATIONS

### 7.2 Establishment of Overlay Districts

ELEMENT	PERMITTED	DISCRETIONARY	ADDITIONAL PROVISIONS
Outdoor Storage	Outdoor storage areas of material and equipment, garbage, and waste material shall be screened from adjacent sites and public thoroughfares, excluding lanes.		
Exceptions	<p>At the discretion of the Development Authority, the height provisions of these regulations may be waived for church steeples, belfries, towers, cupolas, and similar architectural features; flagstaffs, chimneys, elevator mechanisms and housings, water tanks, stand pipes, and similar utility structures; and radio and television towers and Antennas, and similar telecommunication structures.</p> <p>Notwithstanding any other regulations of this Bylaw to the contrary, no Development that conflicts with an Intermunicipal Development Plan should be allowed within AVA Overlay.</p>		
Environmental	<p>The Development Authority may require the submission of a storm water management plan acceptable to the County prior to considering any approval of any Development.</p> <p>The Development Authority may require as a condition of the approval of any Development that the Developer provide or agree to being responsible for the provision of whatever storm water management facilities the storm water management plan may recommend.</p>		
Additional Regulations	In accordance with the provisions of <b>Section 4.7</b> of this Bylaw, as applicable.		

### 7.2.2 ENVIRONMENTALLY SENSITIVE AREA (ESA) OVERLAY

(a) The purpose of the Environmentally Sensitive Area (ESA) Overlay is to designate and describe those areas within the County that possess physical and/or environmental characteristics that require special consideration of applications for Uses, which might affect:

- (i) the Building or the land;
- (ii) the management of surface or subsurface water;
- (iii) safety of future land Occupants due to increased fire, flood, or other natural hazards from the proposed Development;
- (iv) the uneconomic extension of public facilities and services; or
- (v) the land has been designated as environmentally sensitive or significant by a federal or provincial agency or in a regional plan.

Of specific concern is Development in flood-prone areas, landslide areas, and areas of steep slope or unstable soils, wetlands, noise or other pollution of environmentally sensitive areas, such as wildlife corridors/habitats. Other sensitive areas, like scenic view Sheds, also may require careful assessment prior to alteration or impact. The most intensive Uses of these areas will normally be for outdoor recreation activities or passive Uses not requiring significant infrastructure such as Roads or utility services.

These areas may represent diverse types of land and possess varied physical and geographical conditions and are an important physical, environmental, social, aesthetic, and economic asset to both the residents and businesses in the County. The preservation of a balanced system of Open Space will complement parks and trails and provide a visual relief of Development.

It is the intent of these regulations to permit the widest possible latitude in the Development of land, while at the same time requiring design solutions, which will avoid detrimental impacts on sensitive Natural Areas, as well as provide protection from adverse natural forces and hazards.

The Environmentally Sensitive Area (ESA) is not intended to replace conservation Easements. If there is a conflict, the more restrictive provision(s) shall apply. Uses not listed as a Permitted Use or Discretionary Uses in this section are not allowed on lands to which this section applies.

(b) APPLICABILITY

- (i) This Overlay applies to all the land in the County of Vermilion River designated as Environmentally Sensitive Area (ESA), including lands within 800 m (0.5 mile) of the boundary of an ESA, on the Land Use District Map.
- (ii) The regulations of this Section apply in addition to the other regulations of this Bylaw within the Environmentally Sensitive Area Overlay identified on Map 2 – Future Land Use, of the Municipal Development Plan.

### 7.2 Establishment of Overlay Districts

(iii) The Environmentally Sensitive Area (ESA) Overlay, if not showing on the Land Use map per se, shall nonetheless include areas of the County designated as:

1. 100-year Flood Plain;
2. Hazard Lands including areas unstable soil conditions, slopes in excess of 15%, and areas subject to flooding;
3. areas of high-water table and ground water including wetlands, perched water, drainage ways and swampy conditions;
4. other environmentally sensitive areas that may be described by metes and bounds and included within a regional plan; and
5. lands within 800 m (0.5 mile) of the boundary of lands as described above.

**Amended by  
Bylaw 20-22**





## PART 8.0 DEFINITIONS

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## 8.1 DEFINITIONS

- (1) Where a specific Use applied for generally conforms to the wording of two (2) or more Uses, the Development Authority shall determine the Use that fits closest to the Development's character and purpose.
- (2) The following words, terms, and phrases, wherever they occur in this Bylaw have the meaning assigned to them as follows:

### A

**"ABATTOIR"** means an Abattoir as defined in the *Meat Inspection Act*.

**"ABUT or ABUTTING"** means immediately contiguous or physically touching, and, when used with respect to a Lot or Site, means that the Lot or Site physically touches upon another Lot or Site sharing a Property Line or boundary line with it.

**"ACCESSORY BUILDING"** means a Building separate and subordinate to the Main Building, the Use of which is incidental to the Main Building and is located on the same Lot. An Accessory Building to a Residential Use means a Garage, Carport, Shed, storage Buildings, hobby Greenhouse, sundeck, Patio, permanently installed private swimming pool or hot tub, and similar Buildings. Where an Accessory Building is attached to the Main Building by a Roof or an open or enclosed structure, except Carports where vehicular access to the Rear Yard is not obstructed, said Accessory Building is part of the Main Building and not an Accessory Building and shall, unless otherwise specified in this Bylaw, adhere to the Yard and other requirements for Main Buildings.

**"ACCESSORY LIVING QUARTERS"** means Development of an Accessory Use to a structure in which the Main Use is Single-Detached Dwelling consisting of a self-contained Dwelling Unit that provides dependent Living Quarters intended for the sole Occupancy of one (1) or two (2) adult Persons, which has access to the adjoining Dwelling Unit. Accessory Living Quarters may be attached or located within the main Habitable Dwelling Unit on the Lot and share some or all accessory areas with the main Dwelling Unit, including access to grade, but may not provide kitchen facilities other than a bar sink and an under-counter refrigerator; no cooking devices or other food storage facilities are permitted.

**"ACCESSORY USE"** see **"SUBORDINATE USE"**

**"ACT"** means the *Municipal Government Act; RSA 2000 c. M26*, as amended or repealed and replaced from time to time.

**"ADAPTIVE REUSE"** means a process of retrofitting old Buildings for new Uses, which allows structures to retain their historic or cultural integrity while meeting the needs of modern Occupants. Adaptive Reuse is different from restoration or preservation. While a restoration or preservation project involves restoring a Building to its original state, Adaptive Reuse actually changes the intent of a structure to meet the modern needs.

Still, some adaptive-reuse projects do include restoration of the Building's façade or parts of the interior to look as it did in times past. Older Buildings often showcase aesthetics that modern Buildings simply cannot afford. Built when skilled labor was cheap, these structures often boast a higher attention to detail than those built today. Architectural elements include sculpted stone, columns and capitals, elaborate masonry, vaulted ceilings, and carved wood, all of which can be prohibitively expensive today. Adaptive Reuse of such Buildings allows a Building to retain much of its character and aesthetics by incorporating these elements into the new framework.

**"ADJACENT LAND"** means land that is contiguous to a particular Lot or Parcel of Land; including land that would be contiguous if not for a Highway, a river, stream, railway, Road, utility right of way, or reserve land (see **Figure 13**), and any other land identified in this Bylaw as adjacent for the purpose of satisfying Adjacent Land requirements.

Figure 13. Adjacent Land examples in rural and hamlet/multi-Lot residential areas.



**"ADULT ENTERTAINMENT ESTABLISHMENT"** means an establishment that provides live entertainment for its patrons, which includes the display of nudity. Adult Entertainment Establishment does not include Cannabis Lounge or Licensed Cannabis Retail Sales Establishment.

**"ADULT USE"** means any of the following: Adult Bookstore, Adult Motion Picture Theatre, Adult Paraphernalia Store, Adult Video Store, and Live Nudity Establishment or any other business or establishment characterized by an emphasis depicting, describing, or related to sexual conduct or excitement. For the purposes of this definition, an Adult Use is any Use or combination of Uses that either have greater than twenty-five percent (25%) of the subject establishment's inventory stock or twenty-five percent (25%) of the subject Premises' gross Floor Area or 18.6 m<sup>2</sup> (200 sq. ft.), whichever is greater, devoted to materials for sale



or rent distinguished by or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement. Adult Uses shall require a minimum Separation of 300 m (984.25 ft) from a school or Public Building or similar sensitive Uses.

**“ADVERSE EFFECT”** means one or more of the following:

- (a) impairment of the quality of the natural environment for any Use that can be made of it,
- (b) injury or damage to Property or to plant or animal life,
- (c) harm or material discomfort to any Person,
- (d) an Adverse Effect on the health of any Person,
- (e) impairment of the safety of any Person,
- (f) rendering any Property or plant or animal life unfit for use by man,
- (g) loss of enjoyment of normal use of Property, and
- (h) interference with the normal conduct of business.

**“AFFORDABLE HOUSING”** means Inclusionary Housing Dwelling Units that may be purchased or rented by those who meet the Affordability Guidelines as established in the County of Vermilion River Inclusionary Housing Bylaw, and whose expenditure for housing costs does not exceed 30% of the gross annual income of an Owner and 28% of the gross annual income of a renter in the previous calendar year. Housing costs includes: 1) for Owners: payments for principal and interest on a mortgage, Property taxes, and Condominium fees, if any, or 2) for renters: rent including heat, furnishings, if provided, but not utilities.

**“AGRI-BUSINESS”** means those commercial or Industrial Uses, which may involve facilities or processes that in the opinion of the Development Authority may not be able to co-exist compatibly in proximity to other Uses or population concentrations due to the potential for an adverse environmental impact beyond the immediate Site of the Agri-Business Use.

Such activities are characterized by wholesale or retail sales, and Outdoor Storage/display of agriculture-related equipment, inputs, and products, Parking Areas, outdoor lighting, and signage, accessory structures (e. g., facilities, workshops), generation of low to moderate traffic volumes, noises, odours, dust, or other potential Nuisances associated with agriculture-related production or processing. Agri-Business may include, but is not limited to, value-added or related businesses such as implement dealers, Veterinary Clinics, farm machinery repair Shops, agricultural supply sales, marketing, storage, and distribution centers; plant and tree nurseries and facilities for the processing of natural agricultural products or by-products, including fruits, vegetables, silage, or animal proteins; the processing of raw materials or operation of an Industrial Park. Agri-Business does not include Licensed Cannabis Storage and Distribution Facility.

**“AGRICULTURAL INDUSTRY”** means an industrial activity involving the processing, cleaning, packing, or storage of the results from Agricultural Production. Agricultural Industry includes, but is not restricted to,

seed cleaning and/or processing plants and Grain Elevators, but does not include the manufacture of processed foods resulting from Agricultural Production or Abattoirs, and does not include a Licensed Cannabis Production Facility and/or Industrial Hemp Production Facility.

**"AGRICULTURAL LAND, HIGHER CAPABILITY"** means a quarter section consisting of at least 20.23 ha (50 ac.) of land having a Farmland assessment productivity rating equal to or greater than 41%; or, if no rating is available, at least 60% of its land area rated within Canada Land Inventory (C.L.I.) classes 1-3 for soil capability for agriculture.

**"AGRICULTURAL LAND, LOWER CAPABILITY"** means a quarter section consisting of less than 20.23 ha (50 ac.) of land having a Farmland assessment productivity rating of less than 41%; or, if no rating is available, up to 60% of its land area rated above Canada Land Inventory (C.L.I.) classes 1-3 soil capability for agriculture.

**"AGRICULTURAL LOT OR PARCEL"** means a Lot or Parcel for which the Owner can demonstrate that they have been approved for the Alberta Farm Fuel Program, as provided for in the Fuel Tax Act, by providing a copy of their current AFB Registration Number.

**"AGRICULTURAL OPERATION"** means an Agricultural Operation as defined in the Agricultural Operation Practices Act; (MGA, Part 17, Section 616(a). Licensed Cannabis Production Facility and/or Industrial Hemp Production Facility are excluded from this Use.

**"AGRICULTURAL PRODUCTION"** means the production of an Agricultural Operation. It shall also mean the agricultural product storage, service facilities, and Farmsteads, which relate to the individual farm Unit. Licensed Cannabis Production Facility and/or Industrial Hemp Production Facility are excluded from this Use.

**"AGRICULTURAL SUPPORT SERVICES"** means the Use of land and/or Buildings for the purpose of the supply of goods, materials, or services directly and primarily to Agricultural Operations. This includes but is not limited to the sale, servicing, and storage of seed, feed, fertilizer, chemical products, fuel, and agricultural machinery, but does not involve Salvage Yards and, does not include a Licensed Cannabis Production Facility and/or Industrial Hemp Production Facility and does not include the processing of raw materials or operation of an Industrial Park. Agricultural Support Services does not include Licensed Cannabis Storage and Distribution Facility.

**"AGRI-TOURISM"** means a range of tourist activities associated with working extensive Agricultural Operations that may involve agricultural tours, special promotional events related to Agricultural Operations, and on-site tourist accommodation for not more than forty-five (45) tourists and, does not include a Licensed Cannabis Production Facility and/or Industrial Hemp Production Facility.

**"AIRPORT"** means any area of land or water, including the frozen surfaces thereof, or other supporting surfaces 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.

**"ALTERNATIVE ENERGY SYSTEM"** means any system that harnesses natural elements such as solar, water (including rainwater) or geothermal sources to generate electrical, thermal, or mechanical energy and only

utilizes renewable resources consistent with the Alberta Regulation 27/2008, Electric Utilities Act, Micro-Generation Regulation. And does not include the use of rainwater for irrigation and watering of plants.

**"AMUSEMENT ESTABLISHMENT, INDOOR"** means a Development providing recreational facilities with table games and/or electronic games played by patrons for entertainment. Indoor Amusement Establishments may include billiard parlours and electronic games arcades with tables and/or games, and bowling alleys. Indoor Amusement Establishment does not include Cannabis Lounge or Licensed Cannabis Retail Sales Establishment.

**"AMUSEMENT ESTABLISHMENT, OUTDOOR"** means a Development providing recreational facilities outdoors played by patrons for entertainment. Outdoor Amusement Establishments may include amusement parks, go-cart tracks, and miniature golf courses. However, outdoor Amusement Establishments do not include drive-in motion picture theatres, carnivals, or circuses.

**"ANIMAL BREEDING AND/OR BOARDING FACILITY"** means an establishment for the keeping, breeding, housing, exercising, training, and/or raising of four (4) or more animals over six (6) months in age that are not Livestock for profit or gain such as riding stables, Kennels, or similar facilities and uses; but shall not apply to the keeping of animals in a Veterinary Clinic for the purpose of observation and/or recovery necessary to veterinary treatment.

**"ANIMAL HOSPITAL"** means a Building used by veterinarians primarily for the purposes of the consultation, diagnosis, and office treatment of Household pets, but shall not include long-term board facilities for animals nor Kennels.

**"ANTENNA"** means a structure designed for receiving and transmitting communication signals.

**"ANTENNA, AMATEUR RADIO"** means an installation consisting of an Antenna array, mounted on a metal tower or support structure, designed for receiving and transmitting radio signals by licensed Amateur Radio operators. For the purposes of this Bylaw, an Amateur Radio Antenna is considered an Accessory Use.

**"APARTMENT"** see **"DWELLING, APARTMENT"**.

**"APPROACH"** means an access/egress point from a Lot or Parcel of Land onto a Road or Highway built to the specifications of the relevant approving authority (i.e. County of Vermilion River or Alberta Transportation).

**"AREA STRUCTURE PLAN"** refers to a statutory document as identified in MGA, Part 17, Section 633, which provides specific direction, including policy statements, on how an area is to develop, identifying the specific mix and Density of Land Uses, utility services, as well as layout of streets, blocks, and Lots needed to create a well-designed and successful community, business, commercial, or industrial area. Proponents of Area Structure Plans are directed to reference County Policy PD-011 for requirements in submitting an Area Structure Plan and are encouraged to hold a pre-application meeting with the County.

**"ARC, ROTOR"** means the largest circumferential path traveled by the Blades in a large Wind Energy Conversion System (WECS).

**"AUCTIONEERING ESTABLISHMENT"** means a Development specifically intended for the auctioning of goods and equipment, including the temporary storage of such goods and equipment. Auctioneering Establishments do not include flea markets.

**"AUTOMOTIVE AND EQUIPMENT REPAIR SHOP, HEAVY"** means a Development where heavy Trucks, agricultural equipment, Construction Equipment, and similar Vehicles are serviced or mechanically repaired and where related accessories and parts are sold and/or installed.

**"AUTOMOTIVE AND EQUIPMENT REPAIR SHOP, LIGHT"** means a Development where automobiles, motorcycles, snowmobiles, and similar Vehicles are serviced or mechanically repaired and where related accessories and parts are sold and/or installed. Automotive and Equipment Repair Shop, Light include transmission Shops, muffler Shops, tire Shops, automotive glass Shops, and upholstery Shops, but not body repair or paint Shops.

**"AUTOMOTIVE AND RECREATIONAL VEHICLE SALES/RENTALS ESTABLISHMENT"** means a Development where new or used automobiles, Trucks, motorcycles, snowmobiles, tent Trailers, boats, travel Trailers, or similar Recreational Vehicles or crafts are sold or rented, together with incidental Maintenance services and sale of parts. Automotive and Recreational Vehicle Sales/Rental Establishments include automobile, Recreational Vehicle, and motorcycle dealerships and rental agencies.

**"AUTO WRECKER"** means a Use where the primary activity is the storage and wrecking of Vehicles, usually for parts or scrap metal re-sale.

**"AXIS ROTOR, HORIZONTAL"** means a large Wind Energy Conversion System (WECS) that has the rotor mounted on an axis parallel to the surface of ground.

**"AXIS ROTOR, VERTICAL"** means a large Wind Energy Conversion System (WECS) that has the rotor mounted on an axis perpendicular to the surface of the ground.

## B

**"BACKYARD COTTAGE"** means Development of a Subordinate Use to a structure in which the Main Use is Single-Detached Dwelling consisting of a self-contained Dwelling Unit that provides separate, independent Living Quarters for one (1) Household. Backyard Cottages may be attached, detached, and provide kitchen facilities, including cooking devices and 220-volt wiring. Backyard Cottages shall be located behind the Main Building and shall be located on the same Lot or Parcel as the Main Use. Garden Suites, Tiny Homes, and similar structures may be considered a Backyard Cottage at the discretion of the Development Authority.

**"BARE LAND CONDOMINIUM"** means a Condominium Development Subdivision containing Bare Land Condominium Units, created specifically through Subdivision and registered as a Condominium plan in accordance with the Condominium Property Act, RSA 2000, c. 22.



**"BARE LAND CONDOMINIUM UNIT"** means a Bare Land Unit as defined in the Condominium Property Act, RSA 2000, c. 22.

**"BASEMENT"** means the portion of a Development, which is wholly or partially below grade, having above grade no more than 1.8 m (6.0 ft.) of its clear height lying below the finished level of the floor directly above. The Use of a Basement as a Secondary or Accessory Dwelling or Accessory Living Quarters in an existing house requires the Basement ceiling height to be 1.95m (6'-5") and must conform to Table 9.5.3.1 of the Alberta Building Code, 2014 and be a minimum of 1.85m (6'-1") to the underside of beams and ductwork.

**"BED AND BREAKFAST ESTABLISHMENT"** means a Development within a Dwelling that contains a Dwelling Unit, where temporary sleeping accommodations, up to a maximum of three (3) bedrooms, with or without meals, are provided for remuneration to members of the public. A Bed and Breakfast Establishment shall not include a Boarding House.

**"BERM"** means a landscaped earthen mound that is utilized to attenuate the noise and visual effects of Adjacent Land Uses and/or direct ground water flows as part of an engineered storm water management system.

**"BLADE"** means an element of a large Wind Energy Conversion System (WECS) rotor, which acts as a single airfoil, thereby extracting kinetic energy directly from the wind.

**"BLADE CLEARANCE"**, in reference to a Horizontal Axis Rotor, means the distance from grade to the bottom of the rotor's arc (see Arc, Rotor).

**"BOARDING HOUSE"** means a Building or portion thereof where meals are served for a remuneration involving no more than three (3) Persons, exclusive of the Occupant and immediate family. For the purposes of this Bylaw, Boarding Houses shall not include an eating or Drinking Establishment, a Drive-In Restaurant, a refreshment stand, or other Similar Use.

**"BUFFER"** means Berms, fencing and planting with the function of Screening noise, views, dust, sprays, and uses between properties where off-Site impacts may occur.

**"BUILDING"** includes any enclosed structure having a roof and walls constructed or placed on, in, over, or under land, but does not include a Highway or Road or a bridge that forms part of a Highway or Road. Building may also refer to the process or business of constructing something by putting parts or material together.

**"BUILDABLE AREA"** means the greatest horizontal area of a Building above grade within the glass line of Exterior Walls, or within the glass line of Exterior Walls and the centerline of firewalls.

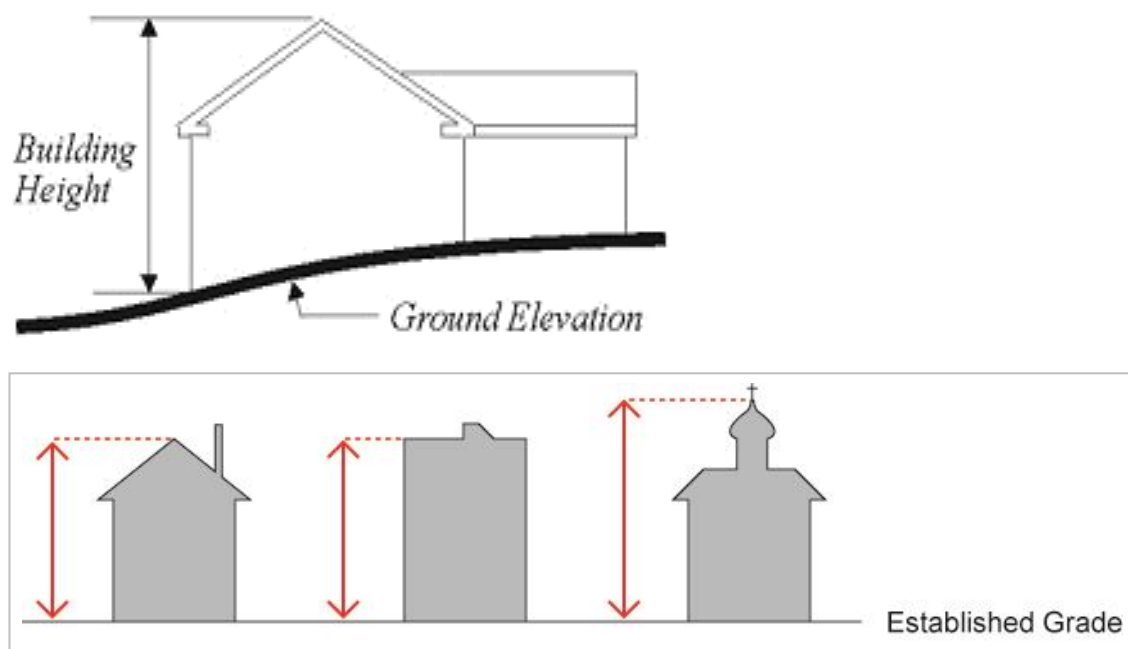
**"BUILDING"** includes a structure and any part of a Building or structure placed in, on, or over land whether or not it is so affixed to become transferred without special mention by a transfer or sale of the land.

**"BUILDING CONVERSION"** means the act of changing an existing structure designed and built for non-Residential Use to Residential Uses or to a non-Residential Use other than the existing one within those allowed in the applicable Land Use District, but does not entail Structural Alterations to the existing structure.

**"BUILDING COVERAGE RATIO"** means the sum of the ground Floor Areas of all Buildings on a Lot divided by the area of the Lot, expressed as a percentage.

**"BUILDING HEIGHT"** means the vertical distance from the Established Grade to the highest point of a Building, excluding a stairway entrance, an elevator housing, a mechanical skylight, ventilating fan, chimney, steeple, firewall, parapet wall, flagpole, radio Antenna, or similar device not structurally essential to the Building (see **Figure 14**).

Figure 14. Building Height.



**"BUILDING MATERIAL"** means all material accumulated on Premises while constructing, altering, repairing, or demolishing any structure and includes, but is not limited to, earth, wood debris, vegetation, or rock displaced during such Construction, alteration, or repair.

**"BUILDING REHABILITATION"** means the alteration, rehabilitation, Renovation, repair, addition, or change in Use of an existing Building that entails Structural Alterations to the existing structure but does not include demolition of an existing structure. Building Rehabilitation does not apply to new Construction.

**"BUILDING SEPARATION"** means the minimum distance between two Abutting Buildings measured from the final finish of Exterior Walls.

**"BULK FUEL STORAGE AND SALES"** means lands, Buildings, and structures for the storage and distribution of fuels and oils including retail sales and key lock operations.

**"BUSINESS SUPPORT SERVICES ESTABLISHMENT"** means a Development providing support services to businesses. Business Support Services Establishments are characterized by one or more of the following features: the use of minor mechanical equipment for printing, duplicating, binding or photographic

processing; the provision of office Maintenance or custodial services; the provision of office security; or the sale, rental, repair or servicing of office equipment, furniture, and machines. Business Support Services Establishments include printing establishments, film processing establishments, janitorial firms, and office equipment sales and repair establishments.

**“BOULEVARD”** means ‘Boulevard’ as defined in the *Traffic Safety Act, RSA 2000*, as amended. A Boulevard may have trees, grass, or flowers planted down its center or along its sides.

## C

**“CABIN”** means a one-room structure (not including a washroom, bathroom, or toilet) intended for short-term Occupancy, often rented for a short amount of time to the traveling or vacationing public. Cabin does not include Manufactured Homes, Recreational Vehicles, Motor Homes, and similar Recreational Vehicles, nor Backyard Cottage, Tiny Home, Boarding House or Similar Uses.

**“CAMPGROUND”** means a Multi-Lot Development where tents are erected and/or Recreational Vehicles are parked for the purpose of overnight or short-term accommodation. A Campground includes any Building, structure, tent, Vehicle, or enclosure accessory to the Main Use that is located on the land and used as an integral part of the Campground such as washhouses, gazebos, picnic shelters, etc.

**“CAMPSITE”** means a Multi-Lot Development of a specified area or Site within a Campground or other recreational area intended for Occupancy by tents, tent Trailers, Recreational Vehicles, campers, Motor Homes, or other similar Recreational Vehicles on a limited, short-term basis. This does not include Sites, Lots, or Parcels for Manufactured Homes, Cabins, Motels, Hotels, or Boarding Houses.

**“CANNABIS”** means Cannabis plant, fresh Cannabis, dried Cannabis, Cannabis oil and Cannabis plant seeds and any other substance defined as Cannabis in the Cannabis Act and its regulations, as amended from time to time, and includes edible products that contain Cannabis. This excludes Industrial Hemp licensed or exempt by the federal government under the Industrial Hemp Regulations (or other applicable Acts or regulations at the time of application).

**“CANNABIS, NON-MEDICINAL”** means Cannabis for recreational purposes that is not prescribed by a health care practitioner as defined by provincial or federal legislation.

**“CANNABIS, MEDICINAL”** means Cannabis prescribed by a health care practitioner as defined by provincial or federal legislation.

**“CANNABIS ACCESSORY”** means Cannabis Accessory as defined in the Cannabis Act (Canada) and its regulations, as amended from time to time and includes, but is not limited to; rolling papers or wraps, holders, pipes, water pipes, bongs, vaporizers, or anything that is deemed to be used in the consumption of Cannabis.

**"CANNABIS ACCESSORY STORE"** means a retail store unlicensed by the Province of Alberta where Cannabis Accessories are sold at the Premises and **does not** include the sale of Cannabis Products nor does include Cannabis Lounge.

**"CANNABIS PRODUCTS"** means Cannabis processed for smoking, growing, dabbing, vaping, wearing, eating, storing, or otherwise consumed; and concentrates including edibles, extracts, and topicals.

**"CANNABIS LOUNGE"** means a Development where the primary purpose of the facility is the sale of Cannabis to the eligible public, for the consumption within the Premises that is authorized by provincial or federal legislation. This does not include Cannabis production and distribution

**"CARPORT"** means a Roofed structure used for storing or parking not more than two (2) Vehicles and which has not less than forty percent (40%) of its total perimeter open and unobstructed.

**"CARRIER"** means a company or applicant that provides wireless commercial or essential institutional communications services.

**"CEMETERY"** means Development of land for the interment or entombment of the deceased, and may include, at the discretion of the Development Authority, crematoriums, mausoleums, and memorial parks or a Religious Assembly, and one attached or separate manse.

**"CHILD CARE FACILITY"** means a Development licensed by the Province that is intended to provide personal care, educational services, or supervision, without overnight accommodation, for seven (7) or more children at one time for more than three (3), but less than twenty-four (24) consecutive hours in a day. This definition includes daycare centres, drop-in centres, nursery schools, playschools, and out-of-school care for the provision of care before and after school hours, and during school holidays for both pre-school and school age children but excludes family Day Homes.

**"CLUSTERING"** means a Building pattern concentrating single or multi-storied Lots or Units on a particular portion of a Parcel. Clustering can have a variety of configurations, including independent, back-to-back, interlocking, closed, or open clusters.

**"CLUSTERED DEVELOPMENT"** means the grouping of similar objects into a set. Clustered Development is encouraged within Regional Planning Areas by Clustering Lots or Units together. Clustered Development may incorporate incremental density up to the next level where servicing can support the additional demand. Clustered Development incorporates Low Impact Development practices and requires preparation and approval of a Site Development Plan or Area Structure Plan for Development that would create more than four (4) titles per quarter section, consistent with the policies in the County's Municipal Development Plan. (See **Figure 15, a-b**)

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Figure 15, a-b. Examples of Commercial/Industrial Cluster Developments.



(a) Industrial/Commercial Cluster Development Layout



(b) Industrial/Commercial Cluster Developments



**"CONDOMINIUM"** means a form of legal Ownership, containing Units and Common Property, created specifically through Subdivision and registered as a Condominium plan in accordance with the Condominium Property Act, RSA 2000, c. 22.

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**"CONSERVATION AREA"** means either an Environmentally Sensitive Area, Historic Resource Value Area, an Agriculture Conservation Area, Open Space Reserve, or an area of similar interest where the County wants to conserve and protect significant features through best management practices to prevent depletion, decay, waste, or loss.

**"CONSERVATION DEVELOPMENT"** means the Subdivision of land for Residential Use Development that dedicates at least 80% of the gross-developable area as Open Space, recreation, environmental, or agricultural Uses, and which may have a higher net Density than conventional multi-Lot residential Development s by means of Clustering. Conservation Development incorporates Low-Impact Development practices and requires preparation and approval of a Site Development Plan or Area Structure Plan for Development of more than four (4) Lots or Parcels. (See **Figure 16, a-b**)

Figure 16, a-b. Example of a Residential Conservation Development.



**"CO-LOCATION"** means locating jointly on a Site, tower, and accessory or ancillary buildings together with other Wireless Communications Operators.

**"COMMERCIAL STORAGE"** means a self-contained Building or group of Buildings containing lockers available for rent for the storage of personal goods or a facility used exclusively to store bulk goods of a non-hazardous nature. This Use does not include Outdoor Storage and, does not include a Licensed Cannabis Storage and Distribution Facility.

**"COMMERCIAL USE"** means a business through which products, services, or entertainment are available to consumers, whether the public or other commercial establishments, and does not include the Manufacturing of products. Without limiting the generality of the foregoing, Commercial Use shall include, in this Bylaw, Uses such as Animal Hospitals, Bed and Breakfast Establishments, Business Support Services Establishments, Campgrounds, Drive-In Businesses, Drive-In Restaurants, Eating and Drinking Establishments, Entertainment Establishments, general retail stores, Greenhouses, Health Services, Highway Commercial Uses, Hotels, Office Uses, Personal Service Shops, Recreation Camps, Recreational Vehicle Parks, and resorts. Commercial Use does not include a Licensed Cannabis Retail Sales Establishment, Cannabis Lounge, or Medical Cannabis Clinic.

**"COMMERCIAL VEHICLE"** means a motor Vehicle registered as a 'Commercial Vehicle' pursuant to the *Traffic Safety Act*.

**"COMMON AREAS"** means amenities such as corridors, hallways, lobby, outdoor and/or indoor recreation areas, laundry, or similar facilities provided for the comfort and use of all Occupants, Owners, tenants, or users of a Building or Building complex.

**"COMMON PROPERTY"** means the components of a Multi-Unit project where use and Ownership is shared amongst the individual Unit Owners, such as parking, lobbies, hallways, recreation facilities, etc.

**"COMMUNITY GARDEN"** means Property or Premises either public or private that are used for crop Cultivation by individuals or collectively and may be divided into multiple plots.

**"COMPOST FACILITY, CLASS I"** means a 'Class I Compost Facility' as defined in the Waste Control Regulation. COMPOST FACILITY, CLASS I does not include a residential composter.

**"COMPOST FACILITY, CLASS II"** means a 'Class II Compost Facility' as defined in the Waste Control Regulation. COMPOST FACILITY, CLASS II does not include a residential composter.

**"CONFINED FEEDING OPERATION"** means a Confined Feeding Operation as defined in the Agricultural Operation Practices Act.

**"CONSTRUCTION"** means the temporary process of demolishing or Building any structure, or repairing or improving a Building that already exists, including Landscaping, home repair, Property improvement, and any work in connection with that process. Construction includes all manner of Development as defined in this Land Use Bylaw, as amended or repealed and replaced from time to time.

**"CONSTRUCTION EQUIPMENT"** includes, but is not limited to trenching machines, concrete mixers, backhoes and similar equipment.

**"CONTRACTOR SERVICE, LIMITED"** means a Development where electrical, plumbing, heating, painting, and similar contractor services are provided, primarily to individual Households. In addition, where goods normally associated with the contractor service may be stored and sold; where all materials are kept within an enclosed Building; and where there are no accessory Manufacturing activities or parking or storage of more than four (4) Vehicles.

**"CONTRACTOR SERVICE, GENERAL"** means a Development where Building, concrete, Landscaping, electrical, Excavation, drilling, heating, plumbing, paving, Road, oil field, pipeline, or similar services of a Construction or industry services nature are provided, which have on-site storage of materials, Construction Equipment, or Vehicles normally associated with the contractor service, and which is not a Limited Contractor Service. Any sales, display, office, or technical support service areas shall be accessory to the Main Use only.

**"COUNCIL"** means the Council of the County of Vermilion River.

**"COUNTRY RESIDENCE"** refers to an individual, freestanding, unattached Dwelling Unit that is the Main Building on a Lot but does not include Residential Uses in a hamlet.

**"COUNTRY RESIDENTIAL LOT OR PARCEL"** means a subdivided Lot or Parcel of Land, not including Lots within a hamlet, on which the Main Use is a Country Residential Use. In the case of Vacant Lot, Parcel, and/or Farmstead Separations, the Main Use will be a Country Residential Use under the Land Use District designated at time of Subdivision.

**"COUNTRY RESIDENTIAL USE"** means Buildings used or designed for residence or limited Residential Use compatible with the natural character of the terrain, generating a Density of not more than 0.25 du/ac.

**"CULTIVATION"** means prepare and use land to raise crops by ploughing it, planting seeds, and taking care of growing plants. Cultivation does not include Cannabis or Industrial Hemp Cultivation.

**"CULTIVATION, CANNABIS STANDARD"** means a Licensed Cannabis Production Facility with a plant area over 200 m<sup>2</sup> (2,153 sq. ft.), as indicated in a valid Cannabis Production Facility license.

**"CULTIVATION, CANNABIS MICRO"** means a Licensed Cannabis Production Facility with a maximum plant area of 200 m<sup>2</sup> (2,153 sq. ft.), as indicated in a valid Cannabis Production Facility license.

## D

**"DATE OF ISSUE"** means the date on which the notice of a decision of the Development Authority is published, or five (5) working days after such a notice is mailed.

**"DAY CARE FACILITY"** means a provincially licensed Development providing daytime personal care, Maintenance and supervision to seven (7) or more children under the age of eleven (11) years, by Persons unrelated to the children by blood or marriage, but does not include overnight accommodation. Day care facilities include day care centres, day nurseries, kindergartens, nursery school, play schools, and after-school or baby-sitting programs that satisfy this definition. Day care facilities shall not include a Day Home, a Family Care Facility, a Group Care Facility, or a school operated by a School Division.

**"DAY HOME"** means a provincially licensed facility operated from a Dwelling supplying childcare supervision to a maximum of six (6) children under the age of eleven (11) years or senior citizens, including any resident children and seniors, for periods of more than three (3) but not more than fourteen (14) consecutive hours.



A Day Home may supply an outside recreation space that is both Fenced and gated and shall meet all fire regulations and health regulations.

**"DAY-TIME"** means the period beginning at 7 a.m. and ending at 11 p.m. of the same day Monday through Saturday.

**"DECK"** means any open structure attached to a Building having a height greater than 0.6 m (2.0 ft.) above grade, and thereby requiring stairs and railings as outlined in regulations approved under the Safety Codes Act. A Deck shall not have railings higher than 1.25 m (4.1 ft.) or a Roof nor can it have walls.

**"DENSITY"** means a measure of the average number of Persons or Dwelling Units per Unit of area.

**"DENSITY BONUS"** means an incentive for Developers to provide Inclusionary Housing, superior design standards, and additional recreational amenities within a Development in exchange for greater Density level than allowed under existing Land Use District.

**"DESIGNATED DISTRICT"** means the Land Use District assigned to land or Property within an area of the county and subject to the regulations for the Designated District within this bylaw.

**"DEVELOPED PARCEL"** means a Lot or Parcel of real Property that has been altered by grading or filling of the ground surface or by Development or any improvement or other impervious surface area.

**"DEVELOPMENT CONSTRAINTS"** means those topographical features that present a barrier for the Development of the land without it resulting in an adverse impact to the environment or an adverse impact on the health and safety of Person or Property. Such topographical features that can present a barrier for Subdivision or Development of land may include, but are not limited to, the following: treed areas, sloughs, poor quality Farmland that is rocky or sandy land or slough areas, land with a Farmland assessment ratio of 41% or less, or slopes in excess of 15% or slopes that are subject to slippage or mass movement. Development Constraints also refers to natural fragmenting features or topographical barriers identified by the County of Vermilion River Municipal Development Plan.

**"DEVELOPER"** means an Owner, agent or any Person, firm, or company required to obtain or having obtained a Development Permit to build on or improve on land or Property.

**"DEVELOPMENT"** means:

- (a) a Natural Resource Extraction or Ground Disturbance Operations, as defined and regulated under this Bylaw and the provincial government, and the creation of either of them, or
- (b) a Building or an addition to or replacement or repair of a Building and the Construction or placing of any of them in, on, over or under land, or
- (c) a change of Use of land or a Building or an act done in relation to land or a Building that results in or is likely to result in a change in the Use of the land or Building, or

- (d) a change in the intensity of Use of land or a Building or an act done in relation to land or a Building that results in or is likely to result in a change in the intensity of Use of the land or Building; or
- (e) the demolition or removal of a Building; or
- (f) the placement of an already constructed or a partially constructed Building on a Lot or Parcel of Land; and
- (g) without restricting the generality of the foregoing, includes:
  - (i) in the case of a Lot used for residential purposes, alterations made to a Building or an additional Building on the Lot whether or not the Building is a Dwelling or part of a Dwelling Unit,
  - (ii) in the case of a Lot used for other than residential purposes, alterations or additions made to a Building on the Lot or a Use of the Lot which would increase either the capacity of the Building or the intensity of Use of the Lot,
  - (iii) the display of advertisements or Signs on the exterior of a Building or on any land,
  - (iv) any increase in the number of Households Occupying and living in any Building or on any Site, and any Construction or alterations or additions which would provide for an increase in the number of Households which could Occupy and live in any Building or on any Site, including any increase in the number of Dwelling Units in a Building or on a Site,
  - (v) the placing of Refuse or Waste material on any land,
  - (vi) the Use of land for the storage or repair of motor Vehicles or other machinery or equipment,
  - (vii) the continued Use of land or of a Building for any purpose for which it is being used unlawfully when this Bylaw comes into effect,
  - (viii) the demolition or removal of a Building,
  - (ix) the placement of an already constructed or a partially constructed Building on a Lot or Parcel of Land,
  - (x) the Use of land for the parking of Trailers, bunk houses, portable Dwellings, skid shacks, or any other type of portable Building whatsoever, whether or not the same has been placed or affixed to the land in any way,
  - (xi) the removal of topsoil from land,

(xii) the recommencement of the Use to which land or a Building has been previously put if that Use has been Discontinued for a period of more than six months, or

(xiii) the Use of land for storage purposes or for the repair of equipment, Vehicles or other kinds of machinery.

**"DEVELOPMENT AUTHORITY"** means the Development Authority of the County as established by the County's Development Authority Bylaw and appointed by Council.

**"DEVELOPMENT AUTHORITY OFFICER"** means the Development Authority Officer of the County as established by the County's Development Authority Bylaw.

**"DEVELOPMENT PERMIT"** means a document authorizing a Development issued pursuant to this Land Use Bylaw.

**"DISCONTINUED"** means the time at which, in the opinion of the Development Authority, substantial Construction activity, or Use, whether conforming or not conforming to this Bylaw, has ceased.

**"DOMESTIC PETS"** means animals which are not Livestock as defined in the Agricultural Operation Practices Act and that are often kept within a Dwelling Unit. Such animals include dogs, cats, and similar animals.

**"DRINKING ESTABLISHMENT"** means a Development possessing a Class A—Minors Prohibited liquor license, where the sale and consumption of liquor on Site are open to the public and where alcohol, rather than food, is the predominant item consumed. A Drinking Establishment does not include an Entertainment Establishment.

**"DRIVE-IN BUSINESS"** means a Development that serves customers traveling in motor Vehicles driven onto the Site where such business is carried on, where normally the customer either remains in the Vehicle for service, or parks the Vehicle for a short period for doing business at the Premises. Drive-in Businesses include Service Stations, gas bars, Drive-In Restaurants, and drive-through Vehicle service establishments, such as lubrication Shops, Recycling Depots, and Vehicle washing establishments.

**"DRIVE-IN RESTAURANT"** means an Eating and Drinking Establishment that is designed as a Drive-In Business. Drive-In Restaurants may have one or more of the following features: car attendant services, drive-through food pickup services, or parking primarily intended to allow for the on-site consumption of food within a motor Vehicle.

**"DUGOUT"** means the Excavation of land that results in man-made features that entrap water and includes Excavation for a water supply. At its deepest point, a Dugout shall have a depth of no less than 1.0 metre (3.28 feet). Anything designed for a depth shallower than 1.0 metre (3.28 feet) may be considered an ornamental pond for Landscaping purposes. Dugouts shall be in conformance with provincial legislation.

**"DWELLING"** means a Building or a portion of a Building containing one (1) or more Habitable Dwelling Units and their respective Accessory Use areas such that each constitutes a complete Dwelling Unit, and which,

except for Secondary Suites, Accessory Living Quarters, or similar, is not separate from direct access to the outside by another separate Dwelling Unit.

**"DWELLING, APARTMENT"** means a Dwelling containing three (3) or more Dwelling Units but shall not mean Row Housing.

**"DWELLING, COHOUSING"** means a Development that combines the privacy of Single-Family Dwelling Units with extensive common facilities, such as kitchen, dining room, children's playroom, activity rooms, and laundry facilities, thus enhancing a sense of community. Residents often come together to identify a Site and raise predevelopment funds, making the Development process much different from the usual Development of communities. Cohousing Dwellings shall be part of a community developed in a manner that is consistent to this process. Dwellings within a community developed through a different process, but with similar attributes, shall be considered "Cohousing inspired" communities.

Figure 17. Examples of Dwelling Types.

SINGLE-FAMILY FARM  
RESIDENCE (A)



SINGLE-FAMILY DETACHED  
DWELLING (CR-A, CR-M, CR-S)



SINGLE-FAMILY DETACHED  
DWELLING (R)



SINGLE-FAMILY DETACHED  
DWELLING (R1, R2)



SINGLE-FAMILY DETACHED  
DWELLING (R, R1)



SINGLE-FAMILY ATTACHED/SEMI-  
DETACHED DWELLING –  
DOUPLEX/FOURPLEX/ROW  
HOUSING (R1, R2, R3)



COHOUSING DWELLING  
(CR-M, R2,R3)



MULTI-FAMILY  
DWELLING (CR-M, R2, R3)





MANUFACTURED HOME  
COMMUNITY (CR-M, R1, R2, R3)



APARTMENT DWELLING (R1,R2)



**"DWELLING CONVERSION"** means a change in the Use of a one (1) Household Dwelling or an accessory area, such as a Basement or attic, within an existing one (1) Household-Dwelling into an additional Dwelling Unit through only minor, non-structural modifications.

**"DWELLING, DUPLEX"** means Development consisting of a Building containing only two (2) Dwelling Units placed, whether in whole or in part, side by side or with one (1) Dwelling placed over the other with individual and separate access from grade to each Dwelling.

**"DWELLING, FOURPLEX"** means Development consisting of a Building containing only four (4) Dwelling Units placed, whether in whole or in part, side by side or with one (1) Dwelling placed over the other with individual and separate access from grade to each Dwelling.

**"DWELLING, MODULAR"** means Development consisting of a prefabricated Building(s) made of repeated sections called modules. Modular Dwellings may contain one (1) or more Dwelling Units placed, whether in whole or in part, side by side or with one (1) Dwelling placed over the other with individual and separate access from grade to each Dwelling.

**"DWELLING, MOVE-IN/RELOCATION"** means the action of moving to a new place a Single-Detached Dwelling, which was built to meet Alberta Safety Codes and Alberta Building Code Standards and has been attached to a permanent foundation on the existing location for more than six (6) months, as defined in the Alberta Building Code. Relocation does not include placement of a Manufactured Home or Modular Dwelling.

**"DWELLING, MULTI-FAMILY"** means a Building containing three (3) or more Dwelling Units typically located one over the other and including garden Apartments, Apartment Buildings, and Condominiums and that share common walls or floor/ceilings with one or more Units. The land underneath the structure is not divided into separate Lots.

**“DWELLING, SEMI-DETACHED”** means Development consisting of one (1) Dwelling Unit placed, whether in whole or in part, side by side or over the main Dwelling Unit with individual and separate access from grade to each Dwelling.

**“DWELLING, SINGLE-FAMILY”** or **“DWELLING, SINGLE-DETACHED”** means a standalone Building consisting of one (1) Dwelling Unit intended or designed as a residence for one (1) Household typically constructed on-site. However, a Single-Detached Dwelling may be constructed in pieces off-site, or even in one piece, with the piece(s) being transported to the Site for assembly on Site, and thus may be a Modular Dwelling.

**“DWELLING, ROW HOUSING”** means a Building designed and built to contain three (3) or more Dwelling Units, each located on its Own Lot, with a separate exterior entrance at grade that shares no more than two (2) party walls with adjacent Dwelling Units, and a vertical party wall that is insulated against sound transmission separates the Units. Row Housing does not share common floor/ ceilings with other Dwelling Units.

**“DWELLING, STACKED ROW HOUSING”** means a Development consisting of Row Housing, except that Dwellings may be arranged vertically two (2) deep, so that Dwellings may be placed over each other. Each Dwelling shall have separate and individual access, not necessarily directly, to Grade, provided that no more than two (2) Dwellings may share access to Grade.

**“DWELLING UNIT”** means a self-contained Unit having sleeping, cooking, and toilet facilities, provides 220-volt wiring, and including Accessory Use areas, such as closets, hallways, laundry rooms, storage rooms, and utility spaces that is used or intended to be used exclusively for human habitation permanently, semi-permanently, or seasonally for one (1) Household. This definition shall include Single-Family Dwellings, Duplexes, Semi-Detached Dwellings, Row Housing, Apartments, Modular Dwellings, Mobile and Manufactured Homes, and similar factory or Site-Built Housing types, but shall not include Recreational Vehicles of any kind.

**“DWELLING UNIT, MAIN”** means a Residential Use that is the Main Use on a Lot or Parcel of Land.

**“DWELLING UNIT, SECONDARY”** means a standalone additional Dwelling Unit on a Lot that is separate and subordinate to the main Dwelling, the Use of which is incidental to the main Dwelling, which has a permanent foundation and is located on the same Lot or Parcel of Land. Secondary Dwelling Unit and not contained within the same Building as the Main Dwelling or in an Accessory Building. A Secondary Dwelling Unit may be a Manufactured Home, Modular or Ready-To-Move Dwelling, or a Single-Detached Dwelling, and includes Backyard Cottages, Tiny Homes, and Accessory Living Quarters. Secondary Dwelling Unit does not include a Secondary Suite.

**“DWELLING UNIT, TEMPORARY”** means a temporary, portable detached Dwelling Unit, located on a Lot containing an existing Single-Detached Dwelling.

**“DWELLING UNIT, HABITABLE”** means those areas of a Dwelling Unit, usually of residential Occupancy, fit for human beings to live in on a permanent or temporary basis that provide for living, sleeping, eating, or cooking purposes, but does not include their Accessory Use areas, such as bathrooms, closets, hallways, laundry rooms, storage rooms, and utility spaces.

# E

**"EASEMENT"** means a right to use land, generally for access to other Property or as a right-of-way for a Public Utility.

**"EATING AND DRINKING ESTABLISHMENT"** means a Development where food and/or beverages are prepared and offered for sale to the public, for consumption either on the Premises at an accessory, outdoor on-site seating area or off the Site. An Eating and Drinking Establishment does not include either a Drinking Establishment or an Entertainment Establishment unless otherwise provided for in an approved Development Permit. Eating and Drinking Establishment does not include either an Adult Entertainment Establishment or Adult Uses, nor does include Cannabis Lounge or Licensed Cannabis Retail Sales Establishment.

**"ENTERTAINMENT ESTABLISHMENT"** means a Development where Persons are entertained by performance acts, such as music, theatre, or the like. An Entertainment Establishment includes theatre, dancing, or cabaret entertainment, whether recorded or live. An Eating and Drinking Establishment may contain within it an Entertainment Establishment, but only if specifically provided for in an approved Development Permit. Entertainment Establishment does not include either an Adult Entertainment Establishment or Adult Uses, nor does include Cannabis Lounge or Licensed Cannabis Retail Sales Establishment.

**"EQUIPMENT FABRICATION"** means the assembly and required storage of industrial equipment, Trailers, and other similar equipment and may involve a sales component.

**"EQUIPMENT RENTAL ESTABLISHMENT"** means a Development where tools, appliances, recreation craft, office machines, furniture, light Construction Equipment, or similar items are rented and serviced. Equipment Rental Establishments do not include Developments where motor Vehicles or industrial equipment is rented or serviced.

**"ESTABLISHED GRADE"** means the average of the highest (A) and lowest (B) elevation of finished surface of the ground where it meets the main Exterior Walls of a Building or the average elevation of the finished grade of the ground immediately surrounding a structure, exclusive in both case of any artificial embankment or entrenchment (see **Figure 18**).

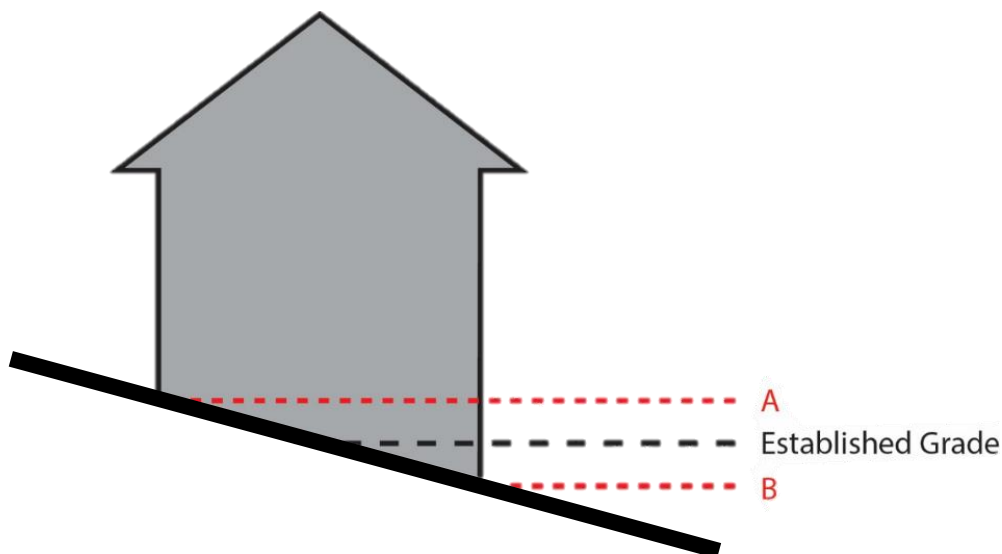
**"ENVIRONMENTALLY SIGNIFICANT AREA"** means those areas:

- (a) designated as Hazard Land.
  - (i) that perform a vital environmental, ecological, or hydrological function, such as aquifer recharge;
  - (ii) that contain unique geological or physiographic features;
  - (iii) that contain significant, rare or endangered plant or animal species;



- (iv) that are unique habitats with limited representation in the region or are a small remnant of once large habitats that have virtually disappeared;
- (v) areas that contain an unusual diversity of plant and/or animal communities due to a variety of geomorphological features and microclimatic effects;
- (vi) areas that contain large and relatively undisturbed habitats and provide shelter habitat for species that are intolerant of human disturbance;
- (vii) areas that provide an important linking function and permit the movement of wildlife over considerable distances, including migration corridors and migratory stopover points;
- (viii) areas that are excellent representatives of one or more ecosystems or landscapes that characterize a natural region;
- (ix) areas with intrinsic appeal due to widespread community interest or the presence of highly valued features or species, such as game species or sport fish; and
- (x) areas with lengthy histories of scientific research.

Figure 18. Established Grade.



**"EXCAVATION"** means any breaking of ground, except common Household gardening and ground care.

**"EXTENSIVE AGRICULTURE"** means the Use of land or Buildings, including one Dwelling in connection with an Agricultural Operation (predominantly pasture/forage) but not including Intensive Agriculture, a Confined Feeding Operation, or similar activity, which requires either a registration or an approval under Part 2 of the Agricultural Operations Practices Act. Extensive Agriculture does not include Licensed Cannabis Production Facilities or Licensed Industrial Hemp Production Facilities.

**"EXTENSIVE RECREATION"** means a Development where the prime reason for location is to take advantage of natural features including the availability of large areas of land to provide for non-facility oriented recreational activities. In the context of a large area of land, that is, anything over 32 ha (79.1 ac.), Extensive Recreation may include activities such as hunting, trail riding, snowmobiling, hiking, and other Similar Uses. In the context of a smaller area of land, that is anything under 32 ha (79.1 ha), Extensive Recreation may include the provision of opportunities for viewing nature, fishing, relaxation, and rest; and may or may not include a Site where only one (1) or two (2) Recreational Vehicles or Campsites, and/or one (1) Cottage, Single-Family Dwelling, or Manufactured Home may be located.

**"EXTERIOR WALL"** means the outermost point of a Building projection, including, but not limited to, bay windows, oval windows, chimneys, and verandas, but not including Roof overhangs less than 0.6 m (2.0 ft.).

## F

**"FAMILY CARE FACILITY"** means a facility that provides resident service in a Dwelling to six (6) or fewer individuals who are not related to the resident Household. These individuals are physically handicapped, aged, or disabled and in need of adult supervision for those reasons and are provided service and supervision in accordance with their individual needs. This category includes foster or boarding homes for children, but not Group Homes.

**"FARM BUILDING"** means "any improvement other than a residence, to the extent it is used for Farming Operations", as defined in the Matters Relating to Assessment and Taxation Regulation. Farm Building refers to an accessory Building that:

- (a) does not contain a residential Occupancy,
- (b) is used in connection with an Agricultural Operation and situated on the same Lot or Parcel of Land in connection with such Agricultural Operations,
- (c) is not used or occupied by, or expected to be used or occupied by, the public or Persons, other than the farmer or farmers that Own the Building, their immediate family, and/or their employees, that may be in the Building from time to time during the natural course of Farming Operations,
- (d) and the Building is used for:
  - (i) housing Livestock,

- (ii) storing, sorting, grading, or bulk packaging primary agricultural products, or
- (iii) housing, storing, or maintaining machinery associated with the operation of the farm on which it is located.

**"FARMING"** means the Use of land or Buildings for an Agricultural Operation but does not include Intensive Agriculture or Confined Feeding Operations.

**"FARMLAND"** means "land used for Farming Operations as defined in the regulations", as defined in the Municipal Government Act and the Matters Relating to Assessment and Taxation Regulation, and is assessed based on its productivity level based on regulated rates developed by Alberta Municipal Affairs.

**"FARMING OPERATIONS"** means "the raising, production and sale of agricultural products, as defined in the Municipal Government Act and the Matters Relating to Assessment and Taxation Regulation, and includes:

- (a) Horticulture, aviculture, apiculture, and aquaculture,
- (b) The production of horses, cattle, bison, sheep, swine, goats, fur bearing animals raised in captivity, domestic cervids within the meaning of the "Livestock Industry Diversification Act", and domestic camelids, and
- (c) The planting, growing and sale of sod."

**"FARM RESIDENCE"** refers to an individual, freestanding, unattached Single-Dwelling Unit with improvements accessory to the Dwelling Unit and situated on a subdivided Parcel of Land used in connection with Farming or Agricultural Operations.

**"FARMSTEAD"** means a Development consisting of a Dwelling Unit together with improvements used in connection with Farming or an Agricultural Operation and situated on an unsubdivided quarter section in connection with such Farming or Agricultural Operation.

**"FARMSTEAD, ABANDONED"** means an unoccupied farmyard that contains two (2) or more of the following: an abandoned residence, developed potable water source, an established sewage collection system, an existing shelterbelt, or any other features that would indicate a previously developed Farmstead and situated on a subdivided Parcel of Land used in connection with Farming or Agricultural Operations.

**"FENCE"** means a vertical physical barrier constructed to try to reduce sound or visual intrusion or to limit unauthorized access.

**"FLOOD PLAIN"** means the area of land Adjacent to a water body or man-made body of water that has been or may be covered by the 1:100 year flood or highest and most frequent rain event series relevant to flooding of the land.

**"FLOODWAY, 1:100 YEAR"** means the channel of a river or stream and the parts of the Flood Plain adjoining the channel that are reasonably required to efficiently carry and discharge the floodwater or flood flow of a river or stream. Although it can be referenced to as a 1:100-year flood, this does not mean that it will occur

once every hundred years. A 1:100-year flood has a one percent (1%) chance of being equaled or exceeded in any given year.

**"FLOOR AREA"** means the total area of all floors of a Building above grade measured from within the final finish of Exterior Walls, but not including the Floor Area of Basements, attached Garages, Sheds, open porches, or breezeways. All Dwelling Units in an Apartment shall be included in the calculation of Floor Area. In the case of Attached, Semi-Detached, or Accessory Living Quarters, Floor Area shall be measured at the centerline for shared walls.

**"FRAGMENTED PARCEL"** means a Parcel of Land or a portion of a Parcel of Land that is separated from the balance of a titled Parcel by a natural barrier such as a river or a coulee, or by a physical barrier such as a Highway, Road, or railroad, which impedes reasonable or normal access.

**"FUR FARM"** means any land, Building, or Premises used for the keeping, breeding, or rearing of furbearing Livestock.

## G

**"GAME FENCE"** means a Fence specifically designed to keep exotic Livestock such as bison, elk, deer, llama, emu, and similar animals within a confined space in an Agricultural Operation.

**"GARAGE"** means a Building to be used solely for the storage of Vehicles such as a passenger car, a Truck with a gross Vehicle weight of two (2) tonnes or less, a Recreational Vehicle, a boat, or similar belongings.

**"GARBAGE"** means discarded or rejected ashes, bottles, metal cans or tins, crockery, glass, grass cuttings and other garden Refuse, cloth, paper, food and food Waste, trees, branches, wrappings, sweepings and other items of Household Refuse, but does not include human or animal excrement, or industrial/commercial Waste or dead animals therefrom.

**"GENERAL RETAIL ESTABLISHMENT"** means a Development where, among other goods, groceries, beverages, Household goods, furniture, appliances, home improvement supplies, hardware, printed matter, confectionary, tobacco, pharmaceutical, personal care items, automotive parts and accessories, electronic equipment, recordings, office equipment, stationary, second hand goods, and similar goods are bought, rented, and/or sold, except for any and all types of alcoholic beverages. Minor public services such as postal services and film processing depots may also be provided.

**"GEOTHERMAL ENERGY"** means a renewable source of energy from a system (Geothermal Energy) that employs the use of a heat pump to warm or cool air by utilizing the constant temperatures of the earth.

**"GOVERNMENT SERVICES"** means a Development where municipal, provincial, or federal Government Services are provided directly to the public. Government Services do not include Protective and Emergency Services, major and minor utility services, and public education facilities. Government Services may include

government administration offices, courthouses, postal distribution offices, manpower, and employment offices and social services offices.

**"GRAIN ELEVATOR"** means an agricultural facility designed to stockpile or store grain. Grain Elevator does not include a Grain Handling Facility.

**"GRAIN HANDLING FACILITY"** means a facility for the cleaning, collection, grading, sorting, storage, and transshipment of grains or other food crop. Grain Handling Facility does not include the Manufacturing, processing, or wholesaling of Hemp, Cannabis, grains, or food crops.

**"GRAVEL PIT"** means an open pit mine for the long-term mining extraction of gravel.

**"GREENHOUSE"** means a commercial establishment, with or without a Building, where vegetables, flowers and other plants are grown for sale as plants, and which may include a market garden or plant nursery, and does not include a Licensed Cannabis Production Facility and/or Industrial Hemp Production Facility.

**"GROUND DISTURBANCE OPERATIONS"** means any work, operation or activity that results in the penetration of the ground, whether using mechanical Excavation or hand tools, including driving posts or stakes, drilling, digging, trenching, blasting, grading, and similar activities.

**"GROUP CARE FACILITY"** means a facility that provides resident services to seven (7) or more individuals of whom one or more may be related. These individuals are physically handicapped, aged, or disabled, and in need of adult supervision for those reasons and are provided service and supervision in accordance with their individual needs. This category includes foster or boarding homes for children, but not Group Homes.

**"GUEST HOUSE"** means an accessory Building to a single-family Dwelling, which contains a Dwelling Unit or part of a Dwelling Unit, which is used solely by members of the family or by temporary guests of the family Occupying the Single-Family Dwelling.

**"GUEST RANCH"** means a working ranch where tourists are accommodated on a temporary basis for the purpose of experiencing and participating in the daily operation of the ranch, and may include temporary sleeping accommodation for no more than forty-five (45) tourists, physical/health fitness rooms and a restaurant limited to the seating of no more than forty-five (45) guests.

# H

**"HARDSHIP"** means an existing condition that makes it onerous to comply with the regulations of the Land Use Bylaw. This may be because of some unique aspect of the Property itself, be it shape or Development Constraints whether natural or man-made. A Hardship does not relate to the personal needs of the landowner and cannot be "self-created".

**"HAZARD LANDS"** means lands that are unsafe for Development in their natural state such as floodplains and steep and unstable slopes; or that pose severe constraints on Development such as aeolian surficial deposits (a deposit that forms as a result of the accumulation of wind-driven products of the weathering of

solid bedrock or unconsolidated alluvial, lacustrine, marine, or other deposits); and permanent wetlands, which may be prone to flooding, shoreline erosion, or slope instability hazards; or any hazard that may result in life loss or injury, Property damage, social, and economic disruption or environmental degradation such as Floodways and lands in proximity to water bodies; and water courses with slopes greater than 10%.

**"HEALTH SERVICES"** means a Development where physical or mental Health Services are provided on an outpatient or on an in-patient basis. If the services are provided on an in-patient basis, the Use may also include accessory staff residences. Such services may be of a preventative, diagnostic, treatment, therapeutic, rehabilitative, or counseling nature. Health Services include medical, chiropractic, and dental offices, health clinics and counseling services, hospitals, sanitariums, nursing homes, convalescent homes, isolation facilities, psychiatric hospitals, auxiliary hospitals, and detoxification centres.

**"HEAVY TRUCK AND EQUIPMENT STORAGE"** means the on-Lot storage, inside a single accessory Building, of heavy Trucks and equipment Owned and operated by a resident or residents of the Single-Family Dwelling or Manufactured Home situated on the same Lot.

**"HEAVY VEHICLE"** means a Commercial Vehicle as defined in the Traffic Safety Bylaw (Bylaw 14-04, as amended), but excludes farm equipment designed and intended for use in Farming Operations, other than a Truck, Trailer or semi-Trailer, with or without a load, being or exceeding anyone of the following:

- (a) 8 meters (26 ft.) in length, or
- (b) a registered gross Vehicle weight of 22,500 kg or more; or
- (c) tractor Units, which form by attaching as a power Unit to semi-Trailer(s); except a Truck, tractor Unit, Trailer, motor bus, or semi –Trailer that is a public service Vehicle; or
- (d) Recreational Vehicles.

**"HIGHWAY"** means a Highway as defined in the Public Highways Development Act, R.S.A. 2000.

**"HIGHWAY COMMERCIAL USE"** means a Commercial Use intended to serve the motoring public and includes, but is not limited to, service or gas stations, Drive-In Restaurants, and Motels.

**"HIGHWAY SERVICES"** means those facilities and services located on lands along a Highway or Road or at an access point or Road, which cater to traveling traffic and the local infrastructure. Highway Services may include rest areas, Maintenance Yards, emergency services, Signs, weigh scales, travel accommodations or Campsites.

**"HOME, GROUP"** means a Building or portion of a Building used for the care or rehabilitation of adults or children which is not predominantly related to age or a physical disability or the care or rehabilitation of the aged or the physically disabled. Group Homes include halfway houses, addiction rehabilitation centres, care which is an alternative to legal incarceration, or treatment for mental illness or mental instability.

**"HOME, MANUFACTURED"** means a detached, factory-built, Single-Family Dwelling placed on a permanent foundation and manufactured in full compliance with both the Canadian Standards Association (CSA) Z-240

MH National Mobile Home Standard and the Alberta Building Code (ABC), bearing a prominently displayed CSA Z240MH Mobile Home label AND an Alberta Municipal Affairs label that certifies compliance to the ABC. Notwithstanding the requirement regarding labels, should a Building not have a label, it can still be considered a Manufactured Home for the purposes of this Bylaw should the inspection and upgrading procedures outlined in **Section 4.20(9)** of this Bylaw be followed.

**“HOME, MOBILE”** means a Manufactured Home that is designed for transportation after fabrication on streets and Highways on its Own wheels to the Site where it is to be occupied as a Dwelling Unit for one (1) Household, ready for Occupancy except for minor and incidental unpacking and assembling operations, location on permanent or semi-permanent foundations, connection to utilities and the like.

**“HOME, MODULAR”** or **“READY-TO-MOVE”** means a Single-Detached Dwelling constructed off-Site, and under controlled conditions in large sections, but such sections or Units have neither chassis, running gear, nor its Own wheels, and the sections may be stacked side-by-side or vertically. It does not refer to a type of Dwelling, but rather to a method of Construction, and extends to Manufactured Homes, Mobile Homes, and Single-Detached Dwellings.

**“HOME, MOTOR”** means a motor Vehicle equipped with Living Quarters behind the driver's compartment, with kitchen facilities, beds, etc. for Recreational Use.

**“HOME OCCUPATION, MAJOR”** means Development consisting of the Use of an approved Dwelling and/or accessory Building, by an Occupant of that Dwelling, for one or more activities in connection with any occupation, trade profession, or craft carried on by an Occupant of a Dwelling as a Use secondary to the Residential Use of the Building, and which does not change the character of or have any exterior evidence of such secondary Use other than a Sign as allowed in this Bylaw, and would normally attract more than five (5) clients per week, but does not include the on-site employment at the Dwelling or accessory Buildings of more than two (2) paid assistants other than the Occupant and the Occupant's family. Major Home Occupation does not include Licensed Cannabis Production Facility or Licensed Cannabis Retail Sales Establishment.

**“HOME OCCUPATION, MINOR”** means Development consisting of the Use of an approved Dwelling and/or accessory Building, by an Occupant of that Dwelling, for one or more activities in connection with any occupation, trade profession, or craft carried on by an Occupant of a Dwelling as a Use secondary to the Residential Use of the Building, and which does not change the character of or have any exterior evidence of such secondary Use other than a Sign as allowed in this Bylaw, and would not normally attract more than five (5) clients per week, nor include the employment at the Dwelling or accessory Buildings of any paid assistant, other than the Occupants of the Dwelling. Minor Home Occupation does not include Licensed Cannabis Production Facility or Licensed Cannabis Retail Sales Establishment.

**“HOME, PANELIZED”** means homes built with pre-fabricated wall, floor and/or Roof assemblies. Panels may be partially or fully completed in the factory, with windows, doors and siding often installed already. They are shipped flat to the Site where they are assembled, and the home is finished inside and out. The use of panels reduces on-site Construction time significantly. Panelized Home shall comply with the same standards as a Manufactured Home.

**"HOME, PRE-ENGINEERED"** means essentially "pre-packaged" homes. All major Building components are prepared in the factory and shipped to the Building Site ready for assembly, including framing materials, doors, windows, Roofing, siding, interior wall partitions and sub-flooring. The pre-engineered Building system emphasizes precision design and pre-cutting and can be used for virtually any home design. Pre-Engineered Home shall comply with the same standards as a Manufactured Home.

**"HOME PARK, MANUFACTURED"** means a Parcel of Land under single Ownership, which has been planned and divided into rentable spaces or Lots for the long-term accommodation of Manufactured Homes.

**"HOME, SITE-BUILT"** means a Dwelling that is constructed primarily on the Site on which it is to be located. Although some components may be prefabricated off-Site, the Dwelling is erected, framed, and finished by workers on location using stock materials.

**"HOME, TINY"** means a Development intended for separate, independent Living Quarters for one (1) Household that is a detached, self-contained Dwelling Unit the design and the structure of which, at the discretion of the Development Authority, is compatible with the Main Building and the neighbourhood. Tiny Home shall comply with the same standards as a Manufactured Home and shall be placed on a permanent foundation. A Tiny Home, which is used as a Secondary Dwelling Unit in a hamlet or residential multi-lot subdivision, shall be located behind the Main Building.

**"HORTICULTURAL DEVELOPMENT"** means the intensive growing of specialized crops, either enclosed or not, and without restricting the generality of the above, may include:

- (a) Greenhouses;
- (b) Nurseries;
- (c) Tree farms;
- (d) Market gardens; and
- (e) Other Similar Uses.

Horticultural Development does not include a Licensed Cannabis Production Facility.

**"HOTEL"** means a Building containing Rentable Units, occupied or equipped to be occupied as a temporary abode for tourists or transients, which also may contain a General Retail Establishment, a Drinking Establishment, or an Eating and Drinking Establishment; however, a Hotel shall not include an Entertainment Establishment unless specifically provided for in an approved Development Permit. A Hotel shall not include a Work Camp.

**"HOUSEHOLD"** means:

- (a) a Person, or
- (b) two (2) or more Persons related by blood, marriage, a common law relationship, or adoption, or



(c) a group of not more than five (5) Persons who are not related by blood, marriage, or adoption, all living together as a single housekeeping group and using cooking facilities shared in common. A Household may also include bona fide servants, up to two (2) boarders or lodgers, or up to four (4) foster children.

**"HOUSEHOLD REPAIR SERVICE"** means a Development where goods, equipment and appliances normally found within a Dwelling Unit may be repaired. Household Repair Services include radio, television, appliance and electronics repair Shops, and furniture refinishing and upholstery Shops, but not Personal Service Shops. Household Repair Services do not have any Outdoor Storage.

## I

**"IDLE" or "IDLING"** means the operation of the engine of a motor Vehicle while the motor Vehicle is not in motion.

**"IMPACT, SIGNIFICANT"** means the presence or reasonable likelihood of Adverse Effects to occur upon a Land Use as a result of an adjacent or nearby Development within the same or another Land Use. In determining whether a Significant Impact will occur, the timing and magnitude of effects should be related to the Land Uses normal use period(s).

**"INCLUSIONARY HOUSING"** means "Inclusionary Housing" as defined in the *Municipal Government Act and Regulation*, as amended or repealed and replaced from time to time.

**"INDUSTRIAL HEMP"** means an "approved cultivar" as defined in *Industrial Hemp Regulations*, as amended.

**"INDUSTRIAL HEMP, DERIVATIVES"** means a "derivative" as defined in *Industrial Hemp Regulations*, as amended.

**"INDUSTRIAL PARK"** means an area designed and districted for the purposes of accommodating industrial Cluster Development.

**"INDUSTRIAL USE, HEAVY"** means a Development which would be considered to be a Medium Industrial Use except that, in the opinion of the Development Authority, the Development may not be able to co-exist compatibly in proximity to other Uses or population concentrations due to: the potential for an adverse environmental impact beyond the immediate Site of the Industrial Use; the potential for significant toxic or noxious by-products such as air or water-born emissions; or the potential to emit significant noise, smoke, dust, odour, vibration, etc., which may be Offensive or hazardous to human health, safety or well-being. Heavy Industrial Uses also include the storage of toxic, flammable, or explosive products in significant quantities; rendering plants, petro-chemical industrial establishments, and alfalfa processing plants or large-scale Outdoor Storage that is unsightly or visually Offensive.

**"INDUSTRIAL USE, LIGHT"** means a Development that, in the opinion of the Development Authority, may be able to co-exist compatibly in proximity to other Uses or population concentrations. Light industry is usually less capital intensive than Heavy Industrial or Medium Industrial Uses and is more consumer-oriented than

business-oriented. Light industries require only a small amount of raw materials, area, and power. Light Industrial Use is where any of the following:

- (a) Processing of raw materials, and/or
- (b) Manufacture and/or assembly of semi-finished or finished goods, products, or equipment, and/or
- (c) Cleaning, servicing, repairing, salvaging, and/or testing of materials, goods, and equipment normally associated with industrial or commercial business, and/or
- (d) Cleaning, servicing, and/or repairing of goods and equipment associated with personal or Household use, and/or
- (e) Storing and/or transshipping of materials, goods, and equipment, and/or
- (f) Distribution and/or sale of materials, goods, and equipment to institutions and/or industrial and commercial businesses for their direct Use and/or to General Retail Establishments and/or other retail establishments for resale to individual customers, and/or
- (g) Training of personnel in general industrial operations,

takes place in such a manner that, in the opinion of the Development Authority, an adverse environmental impact is not created beyond the Building or structure in which the light industry is located. Light Industrial Uses do not produce significant toxic or noxious by-products as a result of the activity generated by the Use or Uses of the Lot, and said Use is compatible with other industrial and Commercial Uses in a concentrated setting. Light Industrial Uses include motor Vehicle body and paint Shops, but do not include the preparation of food and/or beverages for direct sale to the public.

Any indoor display, office, technical or administrative support areas or any retail sale operations shall be accessory and subordinate to the Light Industrial Use activities identified above. The total Floor Area of such accessory activities shall not exceed thirty-three percent (33%) of the total Floor Area of the Building or Buildings devoted to the Light Industrial Use, except that this restriction shall not apply where, in the opinion of the Development Authority, a significant portion of the industrial activity naturally and normally takes place outdoors.

**“INDUSTRIAL USE, MEDIUM”** means Development that may involve the Manufacturing, processing, fabrication, storage, transportation, distribution, or wholesaling of goods and services, and which does not emit noise, smoke, odour, dust, or vibration beyond the boundaries of the Lot on which the Medium Industrial Use is located. For the purpose of this Bylaw, dust refers to matter in fine, powdery, dry particles produced as a direct result of the activity generated by the Medium Industrial Use on the Lot rather than that produced because of travel that takes place to and from the Lot. A Medium Industrial Use may also include the retail of goods and/or services to the public, so long as any such retail component is accessory to the Main Medium Industrial Use. The total Floor Area of such accessory activities shall not exceed thirty-three percent (33%) of the total Floor Area of the Building or Buildings devoted to the Medium Industrial Use.

**"INDUSTRIAL VEHICLE AND EQUIPMENT SALES/RENTALS ESTABLISHMENT"** means a Development where new or used Heavy Vehicles, machinery, or mechanical equipment typically used in Building, Road, pipeline, oilfield, and mining Construction, Manufacturing, assembling, and processing operations and/or Agricultural Operations are sold or rented, together with incidental Maintenance services and sale of parts. Industrial Vehicle and Equipment Sales/Rental Establishments do not include Truck and Recreational Vehicle sales/rental establishments or automotive sales/rental establishments.

**"INSTITUTIONAL USE"** means Development which is used for a public or non-profit purpose and, without limiting the generality of the foregoing, may include such Uses as schools, places of Religious Assembly, indoor recreation facilities, libraries, community centres, hospitals, public offices and senior citizen housing.

**"INTENSIVE AGRICULTURE"** means an Agricultural Operation that operates on an intensive basis, and due to the nature of the operation, can use smaller tracts of land. Without restricting the generality of the foregoing, this shall include nurseries, Greenhouses, and Kennels, but does not include Confined Feeding Operations, and does not include a Licensed Cannabis Production Facility and/or Industrial Hemp Production Facility.

**"INTENSIVE RECREATION"** means high-Density recreational activities such as fishing lodges, beach areas, marinas, riding stables, racetracks, sports fields, golf courses, arenas, swimming pools, tennis courts, and other similar activities.

## K

**"KENNEL"** means the grooming, boarding, or selling or any combination thereof, of Household pets. For additional provisions applicable to Kennels, see **"ANIMAL BREEDING AND/OR BOARDING FACILITY"**.

## L

**"LANDFILL"** means a 'Class I Landfill' as defined in the Waste Control Regulation. Landfill does not include a land treatment facility, a surface impoundment, a salt cavern, or a disposal well.

**"LANDFILL, CLASS II"** means a 'Class II Landfill' as defined in the Waste Control Regulation.

**"LANDFILL, CLASS III"** means a 'Class I Landfill' as defined in the Waste Control Regulation.

**"LANDSCAPING"** means the modification and enhancement of a Site through the Use of any or all of the following elements:

- (a) vegetation such as lawns, trees, shrubs, hedges, ground cover, ornamental plantings, or similar.
- (b) architectural such as Fences, Screening, walks, or other structures and materials used in landscape architecture.

**“LAND SUITABILITY ANALYSIS”** is a GIS-based process applied to determine the suitability of a specific Site for considered Use, in other words it reveals the suitability of an area regarding its intrinsic characteristics (suitable or unsuitable) for a specific Use (residential, non-residential). A Land Suitability Analysis (LSA) may also consider other criteria, including environmental, social and economic factors.

**“LAND USE”** means the various ways in which human beings make use of and manage the land and its resources for different types of activities, such as economic, residential, recreational, conservational, and governmental purposes.

**“LAND USE BYLAW”** means a County Bylaw that divides the County into Land Use Districts and establishes procedures for processing and deciding upon Development applications. It regulates the Use and Development of both land and Buildings within the Municipality, in order to ensure orderly, efficient Development. A Land Use Bylaw is required for every Municipality in Alberta as per the requirements in the Municipal Government Act, as amended.

**“LAND USE DISTRICT”** means a classification that determines what type of activities are allowed to occur on the land and properties located within an area of the County with the Use of land or Property within each Land Use District being reasonably uniform.

**“LAND USE, SENSITIVE”** means land or Buildings where routine or normal activities occurring at reasonably expected times would experience one or more Adverse Effects generated by a nearby Development. Sensitive Land Uses may be a part of the natural or built environment. Sensitive Land Uses and associated activities may include one or a combination of the following:

- (a) residences or facilities where people sleep (e.g., single and multi-Unit Dwellings, nursing homes, hospitals, Trailer parks, camping grounds, etc.). These Uses are considered to be sensitive 24 hours/day.
  - (i) a permanent structure for non-facility related Use, particularly of an institutional nature (e.g., schools, churches, community centres, day care centres).
  - (ii) certain outdoor recreational Uses deemed by Municipality or other level of government to be sensitive (e.g., Trailer park, picnic area, etc.).
  - (iii) certain Agricultural Operations (e.g. cattle raising, mink Farming, cash crops, and orchards).
  - (iv) vegetation/wildlife habitats or corridors.

**“LANE”** means a right-of-way on which motorized Vehicles are normally allowed to operate which is 10 m (32.8 ft.) or less in width.

**“LATTICE TOWER”** means a non-solid structure made up of vertical, horizontal and diagonal members assembled in triangular or square faced sections that can be stacked to obtain height. The structure can stand by itself (self-supporting), on a foundation, or it may be of the type requiring supporting assistance of cables (guyed tower).

**"LIBRARY AND CULTURAL EXHIBIT"** means a Development where literary, artistic, municipal, and/or similar reference materials in the form of books, manuscripts, recordings, and films are stored, collected, available, and distributed for Public Use, viewing, or enjoyment; or a Development where works or objects of historical, scientific, or artistic value are collected, preserved and exhibited to the public. Libraries and cultural exhibits include libraries, museums, and art galleries.

**"LICENSED CANNABIS PERSONAL AND DESIGNATED PRODUCTION"** means production of a limited amount of Cannabis for an individual's own medical purposes. Licensed Cannabis Personal and Designated Production requires the individual to register with Health Canada. An individual can also choose to designate another person to produce a limited amount of cannabis for them. A single individual can produce a limited number of marijuana plants under a maximum of two registrations (for one other person and themselves, or two other people). Cannabis plants may be cultivated under a maximum of four registrations at one address. The number of plants a person can grow is determined by the daily amount recommended by their health care practitioner and a set of formulas in the regulations

A registered or designated person is permitted to cultivate Cannabis plants indoors and/or outdoors, but not both at the same time. If a person wishes to cultivate Cannabis plants outdoors, the boundary of the land on which the cultivation site is located cannot have any points in common with the boundary of the land on which a school, public playground, day care facility or other public place frequented mainly by persons under 18 years of age. A registered or designated person is responsible for taking all necessary measures to ensure the security of the Cannabis in their possession, in storage, and in the cultivation and production areas.

**"LICENSED CANNABIS PRODUCTION FACILITY"** means the Use of land, Buildings, or structures licensed pursuant to the *Cannabis Act*, where Cannabis is grown for distribution (for medicinal, commercial, or retail purposes), and typically includes cultivating, propagating and/or harvesting, destruction, sale, export, import delivery, or transport of the Cannabis plant and Cannabis Products; including related testing and research activities.

**"LICENSED CANNABIS PRODUCTION FACILITY PREMISES"** means a location registered under the *Gaming, Liquor, and Cannabis Act* and the *Cannabis Act*, or as amended, as a Licensed Cannabis Production Facility; and includes all areas of the Site that are used in the business operated at the Site, including offices, kitchens, washrooms, storerooms, and including all public and private areas where individuals are permitted to be present. Premises also shall include the Parking Areas and the landscaped areas located outside of the Building or Buildings, which accommodate the primary activities of the Licensed Cannabis Production Facility.

**"LICENSED CANNABIS RETAIL SALES ESTABLISHMENT"** means a retail establishment licensed by the Province of Alberta where Non-Medicinal Cannabis, Cannabis Products, and Cannabis accessories are sold to individuals who attend at the Premises.

**"LICENSED CANNABIS RETAIL SALES ESTABLISHMENT PREMISES"** means a location registered and licensed under the *Gaming, Liquor, and Cannabis Act* and the *Cannabis Act*, or as amended, as a Licensed Cannabis Retail Sales Establishment; and includes all areas of the Site that are used in the business operated at the Site, including offices, kitchens, washrooms, storerooms, and including all public and private areas where individuals are permitted to be present. Premises also shall include the Parking Areas and the landscaped

areas located outside of the Building or Buildings, which accommodate the primary activities of the Licensed Cannabis Retail Sales Establishment.

**"LICENSED CANNABIS OR INDUSTRIAL HEMP PROCESSING, STORAGE, AND DISTRIBUTION FACILITY"** means the use of land, Building, or structures under a valid license issued pursuant to the *Cannabis Act* and/or *Industrial Hemp Regulations* where Cannabis or Industrial Hemp is stored but not grown (be it either for medicinal, commercial, or retail purposes), and may include processes such as the manufacturing, bulk & retail packaging, sale, import, export, delivery, transportation, destruction, shipping, and distribution of Industrial Hemp or Cannabis and Industrial Hemp or Cannabis Products or Derivatives.

**"LICENSED INDUSTRIAL HEMP PRODUCTION FACILITY"** means the Use of land, Buildings, or structures licensed pursuant to the *Cannabis Act* and the *Industrial Hemp Regulations*, as amended, or any subsequent legislation that may be enacted in substitution, and typically includes the cultivating, propagating and/or harvesting, destruction, sale, export, import delivery, or transport of Industrial Hemp, including related research activities.

**"LICENSED INDUSTRIAL HEMP PRODUCTION FACILITY PREMISES"** means a location registered under the *Industrial Hemp Regulations*, or as amended, as an Licensed Industrial Hemp Production Facility and includes all areas of the Site that are used in the business operated at the Site, including offices, kitchens, washrooms, storerooms, and including all public and private areas where individuals are permitted to be present. Premises also shall include the Parking Areas and the landscaped areas located outside of the Building or Buildings accessory to the Licensed Industrial Hemp Production Facility.

**"LICENSED MEDICAL CANNABIS CLINIC"** means any business or enterprise whether or not operated for profit intended to serve as a means of distributing or providing Cannabis for medical purposes as defined by provincial or federal legislation.

**"LIQUOR OR GAMBLING ESTABLISHMENT"** means a facility licensed under the *Gaming and Liquor Act, RSA 2000*, and *Regulation*, as amended and repealed or replaced from time to time.

**"LIQUOR SALES AND STORAGE ESTABLISHMENT"** means a Development or a part of a Development used for the retail sale of any and all types of alcoholic beverages to the public for consumption off Premises. This Use may include the retail sales of related products such as soft drinks and snack foods.

**"LIVESTOCK"** means Livestock as defined in the *Agricultural Operation Practices Act*.

**"LIVESTOCK SALES YARD"** means any enclosed area of land, with or without Accessory Buildings or structures, upon which Livestock is collected for sale or for market distribution.

**"LIVING QUARTERS"** means a self-contained Habitable Dwelling Unit, but does not include Basement, Garage or Carport, Patio, or atrium.

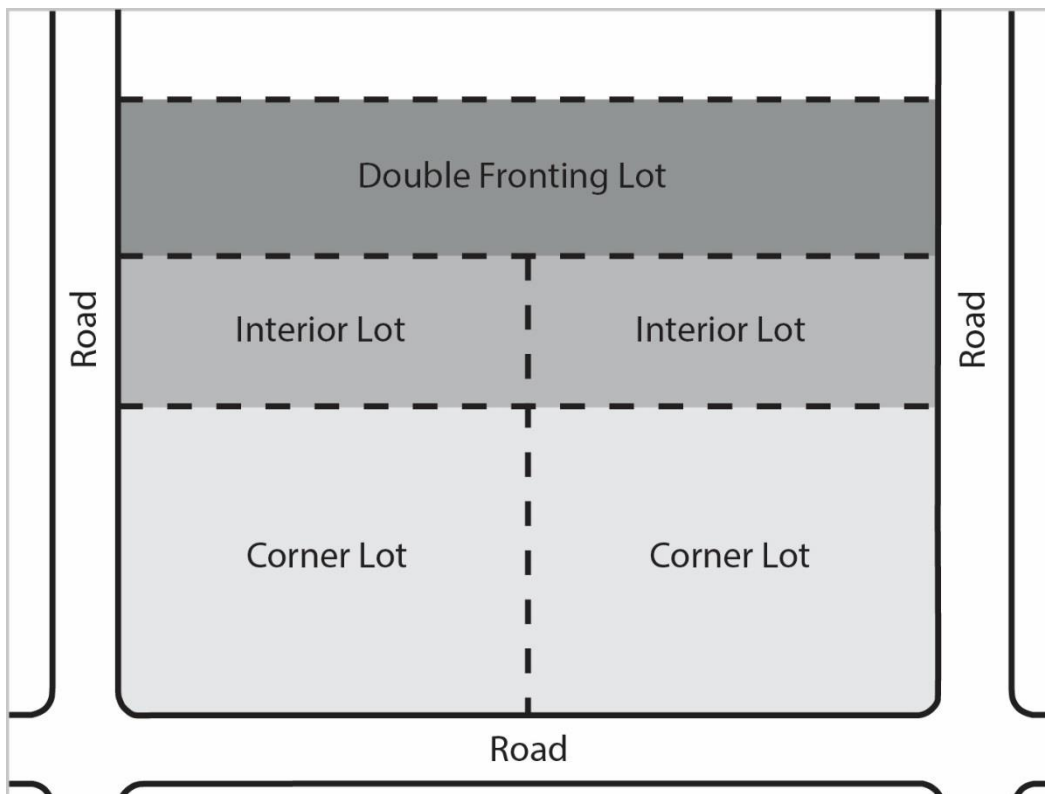
**"LOT"** means a recognized Subdivision of Property with a written legal description that addresses permissions or constraints upon its Development. It is common for a Lot and a Parcel of Land to share the same space and have common boundaries, but this is not always the case. For instance, it is possible for a Parcel of Land to contain more than one Lot, or portions of Lots. A Lot may be:

- (a) a quarter section,
- (b) a river Lot, lake Lot, or settlement Lot shown on an official plan referred to in the Surveys Act that is filed or lodged in a Land Titles Office;
- (c) a separate Ownership of a space or Unit within a Building or on bare land described in a Certificate of Title, if the boundaries of the portion are described in the Certificate of Title by reference to a plan of Subdivision;
- (d) settlement Lot shown on an official plan, as defined in the Surveys Act, that is filed or lodged in a Land Titles Office; or
- (e) a portion of a Parcel of Land described in a Certificate of Title, if the boundaries of the portion are described in the certificate of title by reference to a plan of Subdivision.

**“LOT, AGRICULTURAL”** means an unsubdivided Lot approved by the Alberta Farm Fuel Benefit Program (AFFB), as provided for in the Fuel Tax Act, evidenced by a valid AFFB Program registration number.

**“LOT, CORNER”** means a Lot having frontage on two or more rights-of-way, other than lands, or in the case of a Bare Land Condominium Development, a Unit as described in the Condominium Property Act having two contiguous Property Lines Abutting Common Property used as Road access. For the purposes of this definition, a Road shall not include a Lane (see Figure 20).

Figure 19. Illustration of Lot Definitions: Corner Lot, Double Fronting Lot, and Interior Lot.



**"LOT COVERAGE"** means the percentage of a Lot covered by all Buildings on the Lot.

**"LOT, DOUBLE FRONTING"** means a Lot that Abuts two Roads, which has frontage on each Road; except alleys as defined in the Traffic Safety Act, R.S.A. 2000, as amended, which are parallel or nearly parallel where Abutting the Lot, but does not include a Corner Lot (see Figure 7).

**"LOT, INTERIOR"** means a Lot, which Abuts a Road only on the Front Line (see Figure 7).

**"LOT, LAKE FRONT"** means a developable Lot or Parcel that is adjacent to a river or water body or, whether or not separated by a conservation or environmental reserve Easement.

**"LOT LINE"** means the boundary (Property) line of a Lot or Parcel of Land, including the Front Line, Rear Line, and Side Line of the Lot.

**"LOT LINE, FRONT"** means the boundary line of a Lot lying adjacent to a Highway or Road. In the case of a Corner Lot, the shorter of the two boundary lines adjacent to the Highway or Road shall be considered the Front Line or as required by the Development Authority.

**"LOT LINE, REAR"** means the boundary line of a Lot lying opposite to the Front Line of the Lot and/or farthest from a Highway or Road.

**"LOT LINE, SIDE"** means the boundary line of a Lot lying between a Front Line and a Rear Line on a Lot or Parcel. In the case of a Corner Lot, the longer of the two boundary lines adjacent to the Highway or Road shall be considered a Side Line or as required by the Development Authority.

**"LOT, MINIMUM AREA"** means the minimum area required to ensure there is adequate space to accommodate the Building area, water, drainage or sewage disposal, and any required systems to provide servicing after accounting for the Setback requirements from the County, relevant agencies, Provincial policies, and any other applicable Setbacks or required Easements.

**"LOT, RESERVE"** means a dedication of land as outlined in the Municipal Government Act.

**"LOT, SUBSTANDARD"** means any Lot, which is smaller in area or in any dimension than the minimum area or dimension stipulated in the regulations of the District in which the Lot is located.

**"LOT, VACANT"** means an unoccupied Parcel of Land, developed or undeveloped, at time of Subdivision.

**"LOT WIDTH"** means the distance between the Side Lines of a Lot measured at a distance from the Front Line equal to the minimum required Front Yard for the applicable Land Use District where the Lot or Parcel of Land is located. In a Lot with a curved Front Line, the Lot Width shall be measured from the mid-point of the Front Line and the mid-point of the Rear Line, at a distance from the Front Line equal to the minimum required Front Yard for the applicable Land Use District where the Lot or Parcel of Land is located.



**“LOW-IMPACT DEVELOPMENT (LID)”** means a land-planning and engineering design approach to managing storm water runoff, which emphasizes Use of on-site natural features to protect water quality. Low Impact Developments are designed to reflect natural hydrology, minimize impervious surfaces, treat storm water in small-decentralized structures, preserve portions of the Site in natural conditions, and use natural topography for drainage ways and storage.

# M

**"MAIN BUILDING"** means a Building in which, in the opinion of the Development Authority, within the Designated District is conducted the Main Use or Uses of the Site on which it is erected.

**“MAIN USE”** means a Use that, in the opinion of the Development Authority, within the Designated District is the main purpose for which the Site is ordinarily used.

**"MAINTENANCE"** means the upkeep of the physical form of any Building that does not require a permit pursuant to the Safety Codes Act. Maintenance may include painting, replacing flooring, replacing Roofing materials, but will not include any activity that will increase the current habitable Floor Area.

**“MANUFACTURING”** means establishments engaged in the mechanical, physical, or chemical transformation of materials, substances, or components into new products.

**"MANURE STORAGE FACILITY"** means a Manure Storage Facility as defined in the Agricultural Operation Practices Act.

**“MIXED-USE DEVELOPMENT”** means a Development designed to accommodate more than one type of Use on the same Site or Building with no more than 60% of the gross Floor Area (GFA) devoted to any single Land Use category (e.g., residential, commercial, industrial). The composition of Uses typically may be retail or office on the main floor, with Residential Uses above. In these Developments, Residential Uses are not generally considered appropriate to be on the same floor as Commercial Uses; however, Residential Uses may be allowed on the main floor at the discretion of the Development Authority, and provided that the Commercial Use is located at the street front and the Uses have separate entrances.

**"MOTEL"** means a Development where members of the travelling public are lodged for brief amounts of time, normally not exceeding seven (7) days, in Rentable Units, and where access to each of the Rentable Units is individually available from the outside, either at grade or via stairways. A Motel may include minor Eating and Drinking Establishments and convenience retail stores, but shall not include a liquor store, an Entertainment Establishment, or an establishment where there is a dance floor. A Motel shall not include a Work Camp.

**“MUNICIPAL GOVERNMENT BOARD”** means the Municipal Government Board established under Part 12 of the Municipal Government Act and includes any panel of the Board.

**"MUNICIPALITY"** means the County of Vermilion River.

# N

**"NATURAL AREA"** means an area of land and/or water especially dedicated to the protection and Maintenance of biological diversity, and of natural and associated cultural resources, and managed through legal or other effective means. Areas such as groomed parks, recreational areas for sports, and schoolyards are not included in this definition.

**"NATURAL RECREATION USE"** means a Natural Area for recreational Development conducted on a single Site where the prime reason for location is to take advantage of natural physical features, including the availability of large areas of land, to provide an area for Passive Recreation and a wilderness retreat with the exclusion of Off-Highway Vehicles.

**"NATURAL RESOURCE EXTRACTION INDUSTRY"** means Development for the on-site removal, extraction, and primary processing of raw materials found on or under the Site. Typical Uses include gravel or Sand Pits, clay pits, oil and gas wells, and stripping of topsoil. This Use does not include the processing of raw materials transported to the Site and, does not include a Licensed Cannabis Production Facility and/or Industrial Hemp Production Facility.

**"NIGHT-TIME"** means the period beginning at 11:00 p.m. and ending the following day at 7:00 a.m. Sunday through Friday.

**"NON-CONFORMING BUILDING"** means a Building:

- (a) that is lawfully constructed or is lawfully under Construction at the date a Land Use Bylaw, or any amendment thereof, affecting the Building or the land on which the Building is situated becomes effective, and
- (b) that on the date this Land Use Bylaw becomes effective does not, or when constructed will not, comply with this Land Use Bylaw.

**"NON-CONFORMING USE"** means a lawful specific Use:

- (a) being made of land or a Building, or intended to be made of a Building lawfully under Construction, at the date a Land Use Bylaw, or any amendment thereof, affecting the land or Building becomes effective, and
- (b) which on the date that this Land Use Bylaw becomes effective does not; or in the case of a Building under Construction, will not; comply with this Land Use Bylaw.

**"NUISANCE"** means any act, deed, omission, or thing, which is, or could reasonably be expected to be, annoying, troublesome, destructive, harmful, inconvenient, or injurious to another Person and/or their Property; or anything troublesome or bothersome to other people for which complaints are received either by the Municipality's office or the Royal Canadian Mounted Police, whether or not such act or deed or omission or thing constitutes Nuisance at common law.

# O

**"OBNOXIOUS"** means, when used in reference to a Development , a Use that by its nature, from the manner of carrying on the same, may, in the opinion of the Development Authority, create noise, vibration, smoke, dust or other particulate matter, odour, toxic or non-toxic matter, radiation, fire, or explosive hazard, heat, humidity, glare, or unsightly storage of goods, materials, salvage, junk, Waste or other materials, or creates a condition which, in the opinion of the Development Authority, may be or may become a Nuisance, or which adversely affects the amenities of the neighbourhood, or which may interfere with the order and enjoyment of any community, land, or Building.

**"OCCUPANCY"** means the utilization of a Building, land, or Property or part thereof for the Use or Uses for which it has been approved under an Occupancy Permit and the conditions contained therein, including, but not limited to, the shelter or support of Persons or Property.

**"OCCUPANCY, PERMIT"** means the final permit required from the County before any Development may be utilized; as a means of assuring that all work has been completed in accordance with the approved plans, and all permit conditions have been fulfilled and that all work has been inspected and conforms to the requirements of all applicable regulations, and indicating it to be in a condition suitable for Occupancy.

**"OCCUPANT", "OCCUPY", or "OCCUPIES"** means any Person other than the registered Owner who is in possession or having control over the condition of any Property and the activities conducted on any Property, including but not restricted to, such Person being a tenant, or agent of the Owner; whether such Person resides thereon or conducts a business thereon.

**"OFF-HIGHWAY VEHICLES"** means any motorized mode of transportation built for cross-country travel on land, water, snow, ice, marsh or swamp land or other natural terrain and, when designed for such travel and without limiting the generality of the foregoing includes:

- (a) 4-wheel Vehicles;
  - (i) Low pressure tire Vehicles;
  - (ii) Motorcycles and related 2-wheel Vehicles;
  - (iii) Amphibious machines;
  - (iv) All-terrain Vehicles;
  - (v) Miniature motor Vehicles;
  - (vi) Snow Vehicles;
  - (vii) Mini-bikes; and

- (viii) Any other means of transportation that is propelled by any power other than muscular power or wind; but does not include motorboats or any other Vehicle exempt from being an off-Highway Vehicle by regulation.

**"OFF-STREET"** means, when used as an adjective, that the defined thing is not located on a Road or Highway, but rather a Lot and, further, that it is not directly accessory to a particular Use or Development on a Lot.

**"OFFENSIVE"** means, when used with reference to a Development , a Use which by its nature, or from the manner of carrying on the same, creates or is liable to create by reason of noise, vibration, smoke, dust or other particulate matter, odour, toxic or non-toxic matter, radiation, fire, or explosive hazard, heat, humidity, glare; or unsightly storage of goods, materials, salvage, junk, Waste or other materials, a condition which, in the opinion of the Development Authority, may be or may become hazardous or injurious to health or safety, or which adversely affects the amenities of the neighbourhood, or interferes with or may interfere with the order and enjoyment of any community, land, or Building.

**"OFFICE USE"** means a Development where government, professional, management, administrative, consulting, and financial services may be provided. Office Uses include the offices of lawyers, accountants, engineers, architects, and realtors. Office Uses also include insurance firms; clerical, secretarial, employment, telephone answering, and similar office support services; banks, credit unions, loan offices, and similar financial institutions as well as the offices of governmental and public agencies.

**"OPEN SPACE"** means land and water areas that are retained in an essentially undeveloped state and often serve one or more of the following Uses: conservation of resources, ecological protection, recreation purposes, historic or scenic purposes, enhancement of community values and safety, or Maintenance of future Land Use options.

**"OWN", "OWNS", or "OWNER"** means:

- (a) In the case of land, any Person registered as the Owner of Property under the *Land Titles Act, RSA. 2000*, as amended or repealed and replaced from time to time; or
- (b) a Person who is recorded as the Owner of Property on the Assessment Roll of the County.
- (c) In the case of personal Property, to be in lawful possession or have the right to exercise control over it or to be the registered Owner of it;
- (d) a Person who has become the beneficial Owner of the Property, including by entering into a Purchase and Sale Agreement, whether they have purchased or otherwise acquired the Property directly from the Owner or from another Purchaser, and who has not yet become the registered Owner thereof;
- (e) a Person in control of Property under Construction; or
- (f) A Person who is the Occupant of the Property under a lease, license, or permit.

# P

**"PARCEL" or "PARCEL OF LAND"** means the aggregate of one or more areas of land, identified for taxation purposes, as described in certificate of title or described in a certificate of title by reference to a plan filed or registered in a Land Titles office.

**"PARCEL, RESIDENTIAL"** means a Parcel of Land, which has been created for, or is being principally utilized for, Residential Use, as defined in this Land Use Bylaw and the County of Vermilion River Municipal Development Plan, as amended or repealed and replaced from time to time.

**"PARK MODEL"** means a type of Recreational Vehicle allowed only in Districts where it is provided for either as a Permitted or a Discretionary Use. However, Park Models may be used as Temporary Dwelling Units within the Municipality subject to a Development Permit being issued that specifically identifies the period allowed for the Temporary Dwelling Unit Use and approves the Park Model from the two types described below, as recognized by the Recreational Vehicle industry:

- (a) Park Model Trailer 102 is a Unit designed to be towed by a heavy-duty tow Vehicle (auto, van, pick-up Truck, etc.) but is of restricted size and weight so that it does not require a special Highway movement permit. The maximum width when being towed is 2.6 m (8.5 ft.). These Units are designed for infrequent towing and are not normally fitted with a 12-volt system for fixtures and appliances. Once on Site in the set-up mode it normally must be connected to the local utilities. This style is normally built on a single chassis mounted on wheels. It usually has one or more slide-outs, but when in set-up mode the gross Trailer area normally does not exceed 37.2 m<sup>2</sup> (400 sq. ft.). It conforms to the CSA Z-240 Standard for Recreational Vehicles.
- (b) Park Model Recreational Unit is a Unit built on a single chassis mounted on wheels, which may be removed and returned to the factory. The Unit is designed to facilitate occasional relocation, with Living Quarters for a temporary residence or seasonal Use, and normally must be connected to those utilities necessary for the operation of installed fixtures and appliances. It normally has a Floor Area, including lofts, not exceeding 50 m<sup>2</sup> (540 sq. ft.) in the set-up mode and has a width greater than 2.6 m (8.5 ft.) in the transit mode. Park Model recreational Units usually require a special tow Vehicle and a special permit to move on the Road as the width of the Unit is greater than 2.6 m (8.5 ft.). It conforms to the CSA Z-241 Standard for Recreational Vehicles.

**"PARKING AREA"** means the area set aside for the storage and/or parking of Vehicles. Components of Parking Areas include Parking Spaces, loading spaces, aisles, entrances and exits to the Parking Area, and traffic islands where they are part of the Parking Area. A Parking Area may be within a Building.

**"PARKING LOT"** means a Parking Area, which is located on a Lot and not accessory to a particular Use or Development.

**"PARKING SPACE"** means an area set aside for the parking of one (1) Vehicle.

**"PATIO"** means any developed surface adjacent to a Building on a Site, which is less than 0.6 m (2.0 ft.) above ground level.

**"PERSON"** includes an individual, an association, trustee, corporation, and their heirs, executors, administrators, or other legal representatives of an individual, group of individuals, including a firm, a partnership, or corporate body whether for profit or non-profit.

**"PREMISES"** means all land associated with a single assessment Unit's location. Premises also shall include the Parking Areas and the landscaped areas located outside of the Building or Buildings, which accommodate the primary Uses as defined in the *Trespass to Premises Act, RSA. 2000, T-7*.

**"PRIVATE CLUB"** means a Development used for the meeting, social or recreational activities of members of a non-profit philanthropic, social service, athletic, business or fraternal organization, with neither on-site Dwellings nor Hotel or Motel Rentable Units. Private Clubs may include Eating and Drinking Establishments and rooms for assembly.

**"PROPERTY"** means any lands, including any Buildings, structures, or Premises, or any personal Property located thereupon within the County boundaries as defined in section 284(1)(r) of the *Municipal Government Act; RSA 2000 c. M26*, as amended or repealed and replaced from time to time.

**"PROPERTY LINE"** means either a natural object, like a river or lake, or an imaginary line that defines the perimeter of a Lot or Parcel of Land.

**"PROTECTIVE AND EMERGENCY SERVICES"** means a Development where the administration of the protection of Persons and Property from injury, harm, or damage takes place, and where the equipment necessary for such activities is stored, maintained, and supplied. Protective and Emergency Services include police stations, detention centres, fire stations, and accessory training facilities.

**"PUBLIC EDUCATION FACILITY"** means a Development where educational, training, or instruction occurs under the auspices of a School Division or under the auspices of an organization authorized by the Province to provide education similar to that which would be provided by a School Division. Public education facilities include the administration offices, storage, and Maintenance operations of the School Division. Public education facilities include public and separate schools, community colleges, universities, technical and vocational schools, and private academies or "charter schools", and their administrative offices and Maintenance facilities. Public Education Facility does not include Government Services.

**"PUBLIC OR QUASI-PUBLIC BUILDING"** means a Building which is Owned or leased by a department or agency of the federal or provincial government, or the Municipality for purposes of public administration and services and shall also include a Building for the purpose of assembly, instruction, culture or enlightenment, or for community activities. Public or Quasi-Public Building may include Protective and Emergency Services, and major and minor utility service agencies. Public or Quasi-Public Building does not include Government Services.

**"PUBLIC OR QUASI-PUBLIC USE"** means a Use by a department or agency of the federal or provincial government, or the Municipality, for public administration and services and shall also include Uses for the

purpose of assembly, instruction, culture, or enlightenment, or for community related activities. Public or Quasi-Public Use may include Protective and Emergency Services, and major and minor utility services. Public or Quasi-Public Use does not include Government Services.

**"PUBLIC PARK"** means a Development designed or reserved for active or Passive Recreational Use, including all natural and man-made Open Space and Landscaping, facilities, playing fields, and Buildings that are consistent with the general purposes of recreation, whether or not such recreational facilities are publicly operated or operated by other organizations pursuant to arrangements with the public authority Owning the Public Park. Public Parks include tot Lots, band shells, picnic grounds, pedestrian trails and paths, landscaped Buffers, playgrounds, water features, baseball diamonds, football fields, soccer pitches, and similar outdoor sports fields.

**"PUBLIC PLACE"** includes:

- (a) a place or Building to which the public has or is permitted to have access;
- (b) a place of public recreation;
- (c) a place of public gathering; and
- (d) a Vehicle in a Public Place.

**"PUBLIC PROPERTY"** means any land Owned by or under the control of the County and dedicated to Public Use.

**"PUBLIC USE"** means the Use of land, Buildings, or structures for purposes designated as beneficial to the public.

**"PUBLIC-SERVING RECREATION AREA"** means a Campground, day Use area, picnic Site, lodge, hiking and skiing trail and other Similar Uses as developed by either private or public interests.

**"PUBLIC UTILITY"** means a Public Utility as defined in the Act.

**"PUBLIC UTILITY BUILDING"** means a Building in which the proprietor of a Public Utility, as defined in the Act, maintains its office or offices and/or maintains or stores any equipment used in connection with the Public Utility.

## R

**"REASONABLE STATE OF REPAIR"** means the condition of being:

- (a) structurally sound;
- (b) free from significant damage;

- (c) free from rot or other deterioration;
- (d) safe for its intended Use; and
- (e) not presenting an unsightly condition or appearance.

**"RECREATION CAMP"** means a Development that contains accommodation facilities and is used wholly or partly for recreational purposes, and without limitation, includes trail riding ranches and Guest Ranches, rural experience camps, survival training camps, fishing and hunting camps, religious camps and camps for disabled Persons.

**"RECREATION FACILITY, INDOOR"** means a Development for sports and active recreation within an enclosed Building. Indoor recreation facilities include such facilities as ice arenas, gymnasiums, curling rinks, swimming pools, and similar, though smaller, facilities. Indoor Recreation Facility may also include meeting rooms, eating, and Drinking Establishments as Accessory Uses.

**"RECREATION, PASSIVE"** means opportunities for low-impact, non-motorized activities that occur in a natural setting that require minimal Development or facilities, and the importance of the environment or setting for the activities is greater than in developed or active recreation settings.

**"RECREATION SERVICES, INDOOR"** means Development whose Main Use is to offer equipment, instruction in, or programs for physical fitness and recreation where the clients participate in the recreation activities and may include the supplementary retail sale of associated products. A restaurant may be incorporated as an Accessory Use. Such Uses may include dance studios, fitness centres, gyms, martial arts clubs, Shooting Ranges, and yoga or cross-fit studios.

**"RECREATIONAL USE"** means a Development conducted on a unified basis on a single Site where the prime reason for location may be to take advantage of natural features. A recreational Use may include the provision of day to day sporting and athletic facilities and the structures incidental thereto such as ski slopes, golf courses, archery, trap and rifle ranges, racetracks, boating, swimming, picnicking, athletic, and Similar Uses, and may include a refreshment stand incidental to the primary Use. However, recreational Use does not include Extensive Recreation, or a Campground, a Recreational Vehicle Park or a Recreation Camp.

**"RECREATIONAL VEHICLE"** means a vehicular type primarily designed to provide temporary Living Quarters for recreational camping or travel Use, which has its Own motor or is mounted or drawn by another Vehicle. Recreational Vehicle includes travel Trailers, camping Trailers, Truck campers, fifth wheels, or Motor Homes and duly licensed travel Trailers, slide-in campers, chassis-mounted campers, boats, personal watercraft, all-terrain Vehicles, snowmobiles, and tent Trailers mounted on any sort of transportation device such as skids or wheels up to a maximum interior space of 75 m<sup>2</sup> (807.3 sq. ft.). Recreational Vehicle does not include Manufactured Homes, Park Models, a Garage package, or a Cabin. Any Vehicle larger than 75 m<sup>2</sup> (807.3 sq. ft.) in interior space is a Manufactured Home for the purposes of this Bylaw. Recreational Vehicles conform to the CSA Z-240 and CSA Z-241 Standards for Recreational Vehicles and requires issuance of a Use and Occupancy Permit under this Bylaw.



**"RECREATIONAL VEHICLE PARK"** means a Multi-Lot Development on which three or more Recreational Vehicles are harboured, without regard to whether a fee or charge is paid or made, and shall include any Building, structure, tent, Vehicle or enclosure used or intended for Use as part of the equipment of such Recreational Vehicle Park. A Recreational Vehicle Park may include within it a Campground.

**"RECREATIONAL VEHICLE CAMPGROUND"** means a Multi-Lot Development consisting of Stalls or Sites for the location of more than three (3) Recreational Vehicles, for more than four (4) consecutive days and not normally more than twenty (20) days in a year, and may include Sites for the erection of tents for similar periods.

**"RECREATIONAL VEHICLE CAMPGROUND, SEASONAL"** means a Multi-Lot Development consisting of Stalls or Sites for the location of more than three (3) Recreational Vehicles, for more a minimum of four (4) consecutive days and normally for no longer than an entire season operating between April and October.

**"RECREATIONAL VEHICLE CAMPGROUND, WORK CAMP"** means a Multi-Lot Development consisting of Stalls or Sites for the location of more than three (3) Recreational Vehicles, used to house camp workers by various contracting firms on a temporary basis. The Units may be dismantled and moved from the Site from time to time.

**"RECREATIONAL VEHICLE STORAGE"** means a Multi-Lot Development, which provides Fenced or indoor, secure, on-site storage of more than three (3) Recreational Vehicles, boats and Off-Highway Vehicles.

**"RECYCLING DEPOT"** means a Development where bottles, cans, newspapers, and similar non-hazardous Household goods are bought, sold, and temporarily stored for reuse and where all storage is contained within an enclosed Building or an enclosed compound.

**"RECYCLING DROP-OFF"** means a Development used for the collection and temporary storage of recyclable materials. Recyclable materials include, but are not limited to cardboard, newspapers, plastics, paper, metal, and similar Household goods. Recyclable material left at the drop-off centre shall be periodically removed and taken to larger, permanent recycling operations for final recycling.

**"REFUSE"** includes:

- (a) all solid and liquid Waste, debris, junk or effluent belonging to or associated with a house or Household or any industry, trade or business;
  - (i) Vehicle parts or accessories;
  - (ii) furniture, appliances, machinery or parts thereof;
  - (iii) animal excrement; and
  - (iv) any unused or unusable material that by reason of its state, condition or excessive accumulation, in the opinion of Designated Officer, appears:
    - (v) to have been discarded or abandoned; or

(vi) to be useless or of no particular value; or

(vii) to be used up or worn out in whole or part.

**"RELIGIOUS ASSEMBLY"** means a Development where worship and related religious, philanthropic, and social activities occur. Accessory Developments include rectories, manses, classrooms, and dormitories. Religious Assembly includes churches, chapels, mosques, temples, synagogues, parish halls, convents, and monasteries.

**"RENOVATION"** means an addition to, deletion from, or change to any Building, which does not require a permit other than a plumbing permit or an electrical permit pursuant to the Safety Codes Act.

**"RENTABLE UNIT"** means a separate Unit of a Hotel or Motel used or intended to be used for the temporary accommodation of one or more Persons.

**"RESIDENTIAL USE"** includes the occupation and Use of land, Buildings, or structures as Dwellings, whether on a seasonal or year-round basis.

**"RESTRICTED EXTENSIVE RECREATIONAL USE"** means hiking trails, cross-country ski trails, minimum facility Campgrounds, picnic grounds, golf courses and driving ranges providing no accessory facilities.

**"RF TECHNOLOGY"** means technology operating in the electromagnetic radiating frequency bands.

**"ROAD" OR "ROADWAY(S)"** means a right-of-way on which motorized Vehicles are normally allowed to operate, or a Road as defined in the Act, but does not include either a Highway or a Lane.

**"ROAD, ARTERIAL"** means an Arterial Road as designated in the County's Municipal Development Plan.

**"ROAD, COLLECTOR"** means a Collector Road as designated in the County's Municipal Development Plan.

**"ROAD, INTERNAL"** means a contributed asset, public Road the primary function of which is to provide access to individual Lots within a multi-Lot Subdivision.

**"ROOF"** means the top of any enclosure, above or within the vertical walls of a Building.

**"RURAL INDUSTRY"** means light and/or medium industry that provides services to Agricultural Operations and natural resource extraction and the oil and gas sector in the Municipality. Notwithstanding the generality of the foregoing, rural industries shall include sawmills, fertilizer plants, sand, gravel, and mineral processing and stockpiling, and other agricultural and resource processing oriented facilities, including business establishments engaged in servicing, repairing or retailing of goods the Use of land and/or Buildings for the purpose of the supply of goods, materials or services directly and primarily to Agricultural Operations and natural resource extraction industries. This also includes, but is not limited to, the sale and storage of seed, fertilizer, chemical products, fuel, and agricultural machinery.

# S

**"SALVAGE YARD"** means land or Buildings where motor Vehicles, tires, machinery, and parts are disassembled, repaired, stored, and/or resold.

**"SAND PIT"** means an open-pit mine for the long-term mining extraction of sand.

**"SCREENING"** see **"BUFFER"**.

**"SEA CAN"** means a container, including a sea/land/rail Shipping Container, which is used as an accessory Building and/or Use subordinate to the Main Building or Use on a Lot or Parcel. A Sea Can shall not be used for a Dwelling or any part of a Dwelling; and, notwithstanding any other provision of this Bylaw to the contrary, not attached, in any way, to a Main Building unless an approved Development Permit for Building Conversion has been issued and the relevant permits under the Safety Codes Act have been obtained. Use and/or Occupancy of a Sea Can for Residential Use requires issuance of a Use and Occupancy Permit pursuant to the provisions of this Bylaw.

**"SEPARATION"** means the linear distance between a Development and a Sensitive Land Use, which is adequate to minimize or prevent the Adverse Effects of one Land Use upon the other, so that there is no Significant Impact.

**"SERVICE STATION"** means a Development where gasoline, lubricating oils, and other automotive fluids and accessories for motor Vehicles are bought and sold. Service Stations may also include facilities for the servicing or repairing of motor Vehicles, and a towing service dispatch point, but not including body repair or paint Shops. Service Stations, which do not include any facilities for servicing or repairing of motor Vehicles, are often referred to as gas bars.

**"SETBACK"** means, depending on the context of the term, the minimum horizontal distance between Buildings or a Lot boundary and Buildings.

**"SHED"** means a simple Roofed Building with one or more sides unenclosed, typically made of wood or metal, used as a Farm Building. Shed may include hut, lean-to, outhouse, outbuilding, shack; potting Shed, woodshed, and tool Shed, and garden Shed.

**"SHIPPING CONTAINER"** see **"SEA CAN"**.

**"SHOOTING RANGE, INDOOR"** means a Building designed to be used as a Shooting Range, as defined in the *Shooting Clubs and Shooting Ranges Regulations (SOR/98-212)*, in connection with a business licensed under the *Firearms Act (S.C. 1995, c. 39)*.

**"SHOOTING RANGE, OUTDOOR"** means a specialized facility designed to be used as a Shooting Range, as defined in the *Shooting Clubs and Shooting Ranges Regulations (SOR/98-212)*, in connection with a business licensed under the *Firearms Act (S.C. 1995, c. 39)*.

**"SHOP"** means a Building designed and built for Light Industrial Use or the storage of Vehicles larger than that allowed in a Garage.

**"SHOP, RESIDENTIAL USE"** means a Development where personal services related to the care and appearance of the body, or the cleaning and repair of personal effects are provided to Persons. Personal Service Shops include barbershops, hairdressers, beauty salons, tailors, dressmakers, shoe repair Shops, dry cleaning establishments, and Laundromats.

**"SHOW HOME"** means a Dwelling Unit which is used temporarily for the purpose of illustrating to the public the type and character of Dwelling Units to be constructed in other parts of the Municipality. Show Homes may contain offices for the sale of other Lots or Dwelling Units in the Municipality and must be located within a Dwelling which is either a Permitted or a Discretionary Use in the District in which they are located.

**"SIGN"** means any visual medium, including its structure and other component parts, used on a permanent or temporary basis to convey information, to advertise, or to attract attention to a product, service, place, activity, Person, institution or business. Without limiting, the generality of the foregoing, Signs shall include banners, placards, and painted messages, but not national flags, interior window displays of merchandise, or Signs painted on or attached to a licensed motor Vehicle.

**"SIGN AREA"** means the total face area of a Sign intended for the letters or graphics of the message. In the case of a double-faced Sign, only half of the area of each Sign face shall be used in calculating Sign Area.

**"SIGN, A-FRAME"** means a type of Sign commonly referred to as "sandwich boards", composed of two hinged or otherwise joined boards, which leans on the ground (see **Figure 8, a-b**).

**"SIGN, CANOPY"** means a Sign which is part of or attached to the outside edge of a canopy but which does not extend below the bottom edge or surface of the canopy (see **Figure 8, a-b**).

**"SIGN, FREESTANDING"** means a Sign supported by one or more uprights, braces, or pylons, and stands independently of another structure (see **Figure 8, a-b**).

**"SIGN, INFLATABLE"** means a Sign made of flexible material or fabric that is made to take on a three-dimensional shape (to blow up like a balloon) when filled with a sufficient volume of air or gas. Commonly used as a Temporary Sign for special events or promotions (see **Figure 8, a-b**).

**"SIGN, MULTI-TENANT"** means a Freestanding Sign containing Sign Areas for two or more tenants or Occupants located on the same non-residential Site or in the same non-residential Building in a designated single, shared Sign Area. A Multi-Tenant Sign may include changeable Sign Areas (see **Figure 8, a-b**).

**"SIGN, OFF-SITE"** means a Sign that advertises goods, products, services, or facilities not available on the Site where the Sign is located, and which also may direct Persons to another location (see **Figure 8, a-b**).

**"SIGN, PROJECTING"** means a Sign affixed to a Building or part thereof and extending beyond the Building by more than 0.3 m (1.0 ft.). This does not include a Sign attached to the ground (see **Figure 8, a-b**).

**"SIGN, ROOF"** means a Sign erected upon, against or directly above the Roof of a Building or the top of a parapet wall (see **Figure 8, a-b**).

**"SIGN, TEMPORARY/PORTABLE"** means a Sign on a standard or column fixed to its Own self-contained base and capable of being moved manually (see **Figure 8, a-b**).

**"SIGN, TRAILER"** means a Sign affixed to the sides or top of a commercial Trailer for the purposes of advertisement, where the Trailer is parked and disconnected from the Vehicle for longer than seven (7) days in one location (see **Figure 8, a-b**).

**"SIGN, UNDER-CANOPY"** means a Sign that is attached to the bottom surface or edge of a canopy (see **Figure 8, a-b**).

**"SIGN, WALL"** means a Sign attached to or placed flat against an exterior vertical surface of a Building, and projects no more than 0.3 m (1.0 ft.) from the surface of the Building, and does not project above the Roof or parapet (see **Figure 8, a-b**).

**"SIGNIFICANT DISCRETIONARY USE"** means a Use, which, in the opinion of the Development Authority,

**"SIMILAR USE"** means a Use, which, in the opinion of the Development Authority, closely resembles another specified Use with respect to the type of activity, structure and its compatibility with the surrounding environment.

**"SINGLE-USE DEVELOPMENT"** means a Development designed to accommodate only one (1) type of Land Use on the same Site.

**"SITE"** means the land, whether Lot(s) or Parcel(s), where a Development is built.

**"SITE DEVELOPMENT PLAN"** refers to a non-statutory document that provides specific direction on how an area is to develop, identifying the specific mix and Density of Land Uses, utility services, as well as layout of streets, blocks, and Lots needed to create a well-designed and successful community, business, commercial, or industrial area. Proponents of Site Development Plans are directed to reference County Policy PD-011 for requirements in submitting a Site Development Plan and are encouraged to schedule a pre-application interview with the County.

**"SOLAR ARRAY"** means multiple solar panels used in conjunction to produce electricity.

**"SOLAR COLLECTOR, GROUND MOUNT"** means a device used to convert energy contained within the sun's rays into electrical (photovoltaic) or heat energy and may be a single Unit or an array of Units into a single collector as a standalone structure mounted on the ground or a tower/pole.

**"SOLAR COLLECTOR, ROOF MOUNT"** means a device used to convert energy contained within the sun's rays into electrical (photovoltaic) or heat energy and may be a single Unit or an array of Units into a single collector mounted on the Roof of a main or accessory Building.

**"STALL"** means an area of land upon which a Manufactured Home is to be located, and which is reserved for the exclusive use of the residents of that particular Manufactured Home, located within a Manufactured Home community.

**"STOCKPILE SITE"** means an open land area where one or a combination of sand, gravel, soil and rock fragments are stored for off-Site Use.

**"STORAGE, INDOOR"** means a self-contained Building or group of Buildings available for the storage of goods. This Use includes mini-storage or private storage facilities. Indoor Storage does not include "warehouse".

**"STORAGE, OUTDOOR"** means Development where a Site or a portion of a Site is designed for the more or less permanent or continuous storage of goods, materials and/or equipment, or the display and sale of goods and materials, including Vehicles for hire or sale, located outside permanent Buildings or structures and Accessory to the Main Use on the Site. Typical Uses may include temporary materials or garbage or waste, lumber storage and lumberyard, pipe Yards, or Vehicle or heavy equipment storage compounds, but does not include a Salvage Yard or a Parking Lot. Outdoor Storage covering 50% or more of a Site is considered a Main Use.

**"STORAGE SITE"** means a Waste Management Facility where Waste other than hazardous Waste is:

- (a) stored,
- (b) stored, compacted, shredded, ground or processed, or
- (c) collected and held for removal to another Waste Management Facility.

**"STOREY"** means the space between one floor of a multi-Storey Building and the next floor above it. The upper limit of the top Storey shall be the ceiling above the topmost floor. A Basement shall not be considered a Storey.

**"STRATA SPACE"** means a volumetric space, namely a strata Unit or Lot, independent of physical structures and determined by planes or curved surfaces having a defined geodetic elevation divided by Property Lines that are registered in a Strata Space Plan, as defined in the Land Titles Act, RSA 2000, c. L-4. Strata allow Ownership of Lots or Parcels that may be side-by-side or one above the other or overlapping in many different configurations.

**"STRATA SPACE PLAN"** means a type of Subdivision plan and a form of legal Ownership containing Strata Spaces created specifically through Subdivision and registered as a Strata Space Plan in accordance with the Land Titles Act, RSA 2000, c. L-4.

**"STRUCTURAL ALTERATIONS"** means the addition to, deletion from, or change to any Building, which requires a permit other than a plumbing permit or an electrical permit pursuant to the Safety Codes Act.

**"SUBDIVISION"** means a division of land that will result in the creation of a surface Parcel or the rearrangement of the boundaries or limits of a surface Parcel.

**"SUBDIVISION AND DEVELOPMENT APPEAL BOARD"** means a Subdivision and Development Appeal Board appointed pursuant to County's Subdivision and Development Appeal Board Bylaw and the Act.

**"SUBDIVISION AUTHORITY"** means the Subdivision Authority established pursuant to the Act through the Municipality's Subdivision Authority Bylaw.

**"SUBORDINATE BUILDING"** means a Building, or structure that is incidental and dependent on the Main Building on Site. Subordinate Buildings consist of less than 40% of the net Buildable Area of the Main Building and are located in the same Lot or Parcel as the Main Building they serve.

**"SUBORDINATE USE"** means a Use of a Lot, Parcel, Building, or structure that is incidental and dependent on the Main Use on Site. Subordinate Uses Occupy less than 40% of the net Buildable Area than the Main Use and are located in the same Lot, Parcel, Building, or Structure as the Main Use they serve.

**"SUITE, CAREGIVER"** means a self-contained Dwelling Unit, located within the main Habitable Dwelling Unit for the sole Occupancy of one (1) or two (2) adult Persons whose function is to provide assistance to a Person or Persons residing in the main Dwelling Unit or with challenges resulting from illness, disability or aging .

**"SUITE, GARAGE"** means a self-contained Dwelling Unit located above a detached Garage, which is located in a Rear Yard and is a Subordinate Use to a Single-Detached Dwelling. Garage Suites have an entrance, which is separated from the Vehicle entrance to the detached Garage, either from a common indoor landing or directly from the exterior of the Accessory Building.

**"SUITE, GARDEN"** see **"BACKYARD COTTAGE"**

**"SUITE, IN-LAW"** see **"ACCESSORY LIVING QUARTERS"**

**"SUITE, SECONDARY"** means Development consisting of a self-contained Habitable Dwelling Unit located within, and accessory to, a structure in which the Main Use is Single-Detached Dwelling, which may or may not share access to the outside and/or other facilities with the main Dwelling Unit.

**"SUITE, SURVEILLANCE"** means a Dwelling Unit for the sole Occupancy of one (1) or two (2) adult Persons whose function is to provide surveillance for the Maintenance and security of the Development, provided that the Dwelling Unit is specifically used in conjunction with the protection of private Property.

## T

**"TEMPORARY DEVELOPMENT"** means a Development for which a Development Permit has been issued and which is to exist for a limited time only.

**"TIE DOWN"** means an apparatus used to firmly secure a Manufactured Home to the ground. This apparatus usually consists of steel cables attached to the Manufactured Home and concrete pylons strategically placed on the accommodating Site.

**"TRAILER"** means a Trailer as defined in the *Traffic Safety Act, RSA 2000*, as amended or repealed and replaced from time to time.

**"TRANSPORTATION FACILITIES"** means the Use of land or Buildings for public transportation related activities.

**"TRUCK"** means any Vehicle with a gross Vehicle weight of more than 3,000.0 kg (6,613.9 lbs.) as listed on the official registration certificated issued by the government of the Province of Alberta, regardless of the Vehicles' actual weight at the specific time and includes a Truck-Tractor and Tractor-Trailer, and Refrigeration Unit.

**"TRUCKING AND CARTAGE ESTABLISHMENT"** means a Development where goods shipped by Truck are transferred from one Truck to another, or where Trucks are dispatched to pick up and/or deliver goods. Trucking and Cartage Establishments may include dispatch offices or storage compounds for the temporary storage of goods and include moving or cartage firms involving Vehicles with a gross Vehicle weight of more than 3,000.0 kg (6,613.9 lbs.).

## U

**"UNDEVELOPED LOT"** means a Lot, which does not contain a residence, Building, or structure.

**"UNIT"**, other than when referred to as a Dwelling Unit, means the portions of land or a Building designated with a right of exclusive Use within a Condominium or strata Subdivision plan, registered in the name of an Owner on a certificate of title.

**"UNSERVICED INDUSTRIAL USE"** means an Industrial Use dependent on on-site servicing similar to and compatible with the other Uses requiring a relatively large tract of land where any actual or potential Nuisance factor generated by the Use/Development is contained within the boundaries of the Site.

**"UN-SERVICED INDUSTRIAL PARK"** means an area planned for the Development of multiple Lots for Un-serviced Industrial Uses, which may include an Internal public Road.

**"USE"** means the purpose or activity for which a Site, a Parcel of Land, or a Lot and any Buildings or structures located on it are designed, arranged, developed, or intended, or for which it is occupied or maintained.

## V

**"VARIANCE"** means an alteration, departure, or change from any provision, regulation, or standard prescribed by the Land Use Bylaw or any statutory or non-statutory plan and relevant policy adopted by the County for a specific Lot or Parcel, except Use, without changing the provisions of the Land Use Bylaw, Plan, or Policy or the Land Use designation of the Lot or Parcel. A Variance may only be granted upon



demonstration of a Hardship based on the peculiarity of the Property in relation to other properties in the same Land Use District. Variances cannot be granted to allow a Use that is not already permitted within the Land Use District nor can a Variance be used to provide relief from a self-induced Hardship or be based solely on economic Hardship.

**“VARIANCE, MAJOR”** means a special permission granting relief from one or more regulations or standards of the Land Use Bylaw that, in the opinion of the Development Authority, such relaxation could impede the proposed Development to conform to the general intent and purpose of the Land Use Bylaw or any statutory or non-statutory plan and relevant policy adopted by the County applicable to the location of a proposed Development. A Major Variance is recognized as having potential impact on the larger area and may affect enforcement of the Land Use Bylaw elsewhere in the County, therefore requiring approval from County Council and a public hearing.

**“VARIANCE, MINOR”** means a special permission granting relief from one or more regulations or standards of the Land Use Bylaw that, in the opinion of the Development Authority, such relaxation does not impede the proposed Development to conform to the general intent and purpose of the Land Use Bylaw or any statutory or non-statutory plan and relevant policy adopted by the County applicable to the location of a proposed Development.

**“VEHICLE”** means a device in, on or by which a Person or thing may be transported or drawn on a Highway, pursuant to the *Traffic Safety Act, RSA 2000, c T-6*, as amended or repealed and replaced from time to time.

**“VEHICLE REPAIR ESTABLISHMENT”** means Development used for the servicing and mechanical repair of automobiles, motorcycles, snowmobiles, Recreational Vehicles, and Trucks, including the sale, installation or servicing of related accessories and parts. This Use class includes transmission Shops, muffler Shops, tire Shops, automotive glass Shops, upholsterer Shops, and body repair and/or paint Shops.

**“VETERINARY CLINIC”** means a Development used for the care and treatment of animals where the service primarily involves in-patient care and major medical procedures involving hospitalization for periods of time. This Use includes animal shelters and animal crematoriums.

## W

**“WAREHOUSE SALES ESTABLISHMENT”** means a Development used for the storage and distribution of goods, merchandise, substances or articles, and may include facilities for a retail outlet, but shall not include Manufacturing. Warehouse Sales Establishments include furniture stores, carpet stores, major appliance stores, and Building Materials stores.

**“WAREHOUSE FACILITIES”** means a Development for the storage and distribution of raw materials, processed or manufactured goods, and establishments providing servicing for those purposes.

**“WASTE”** means ‘Waste’ as defined in the Waste Control Regulation.

**"WASTE MANGEMENT FACILITY"** means 'Waste Management Facility' as defined in the Waste Control Regulation.

**"WASTEWATER"** means 'Wastewater' as defined in the Wastewater and Storm Drainage Regulation.

**"WASTEWATER TREATMENT FACILITY"** means either a 'Wastewater lagoon' or a 'Wastewater treatment plant' as defined in the Wastewater and Storm Drainage Regulation.

**"WIND ENERGY CONVERSION SYSTEM, TOTAL HEIGHT"** means the height from grade to the highest vertical extension of the rotor's arc (see Arc, Rotor) in a Large Wind Energy Conversion System (WECS).

**"WIND ENERGY CONVERSION SYSTEM, LARGE"** means a Wind Energy Conversion System consisting of a wind turbine, tower and associated control or conversion electronics, which has a rated capacity equal to or greater than 300 Kw, whose primary purpose is to generate and provide electrical power for resale.

**"WIND ENERGY CONVERSION SYSTEM, MICRO"** means a small-scale wind turbine, which is small in height and diameter and can be installed on the Roof of a Building or structure.

**"WIND ENERGY CONVERSION SYSTEM, SMALL"** refers to a Wind Energy Conversion System (WECS) consisting of a wind turbine, a tower, and associated control or conversion electronics, which has a rated capacity of not more than 300 kW, and which is intended to provide electrical power for Use on Site (either behind the meter or off-grid) and is not intended or used to produce power for resale.

**"WIND TURBINE TOWER"** refers to the guyed or freestanding structure that supports a wind turbine generator above grade.

**"WIND TURBINE TOWER HEIGHT"** means height above grade of the fixed portion of the Wind Turbine Tower, excluding the wind turbine and Blades.

**"WIRELESS COMMUNICATIONS FACILITY"** means a facility providing communication service using RF Technology to transmit and receive voice, picture, text and data, in either digital or analogue form, on a system of elevating support structures. These structures include monopoles, Lattice Towers (self-supported or guyed) or other configurations as well as, although not limited to, shelters, transmitters, receivers, Antennas, Antenna mounts, transmission lines, waveguides, transmission line supporting equipment and material, aeronautical obstruction lights, Antenna de-icing equipment, Antenna power dividers and matching equipment, combiners and utility power equipment, conditioners and backup power systems.

**"WORK CAMP"** means a temporary residential complex used to house workers, usually but not necessarily for a contracting firm or project, on a temporary basis of more than twenty-eight (28) days and less than one (1) year. A Work Camp is usually made up of a number of Buildings, clustered in such fashion as to provide sleeping, eating, recreation, and other basic living facilities.

# Y

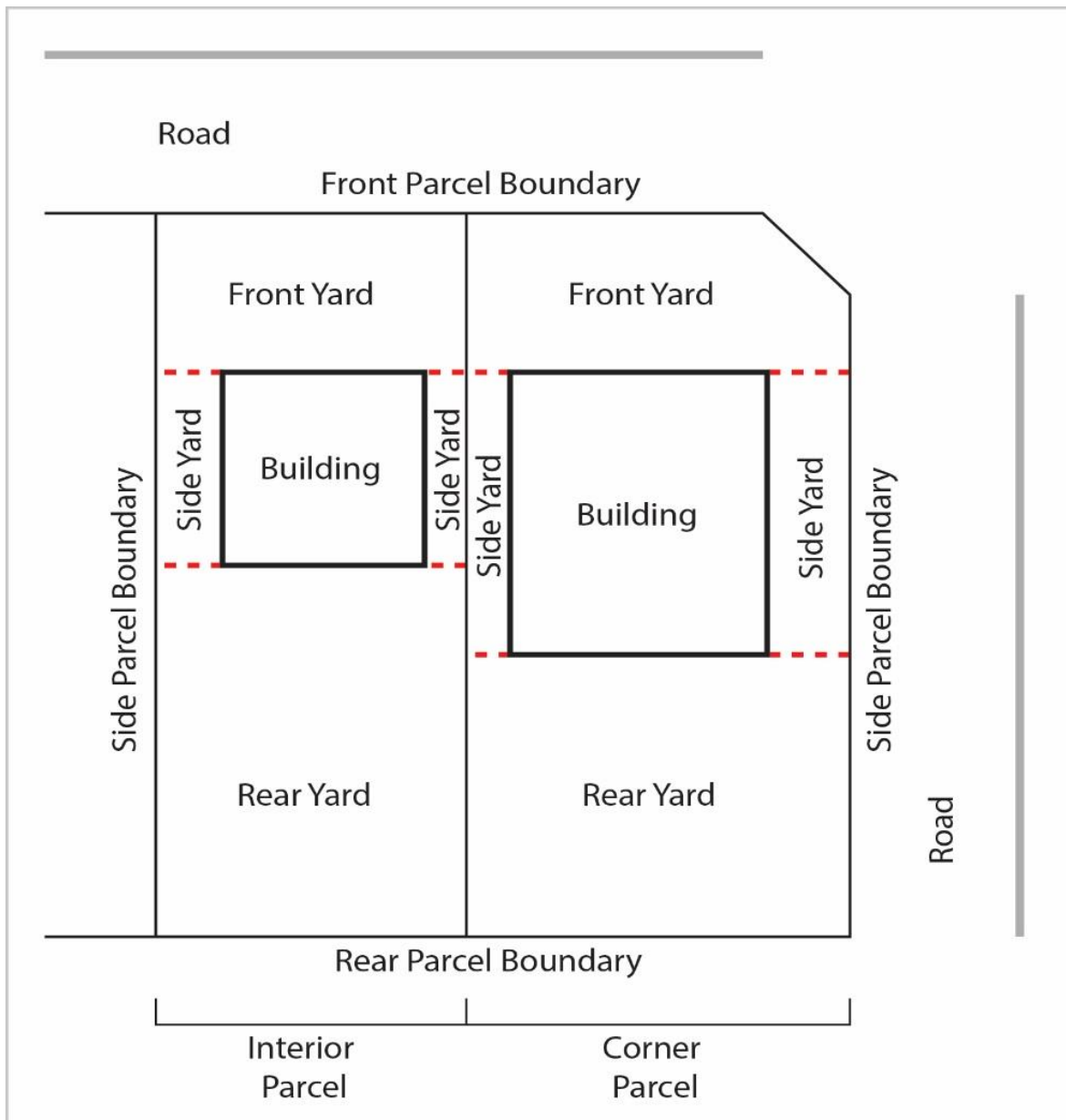
**"YARD"** means a portion of a Parcel required as Open Space that is to remain unoccupied by any Building, unless otherwise provided for in this Bylaw.

**"YARD, FRONT "** means a Yard extending across the full width of a Lot, from the Front Line to the nearest Exterior Wall of the Main Building situated on the Lot. In the case of a curved Front Line, the Front Yard will also form a curve.

**"YARD, REAR"** means a Yard extending across the full width of a Lot, from the Rear Line of the Lot to the nearest wall of the Main Building situated on the Lot. In the case of a curved Rear Line, the Rear Yard will also form a curve.

**"YARD, SIDE "** means a Yard extending across the length of a Lot, from the nearest wall of the Main Building situated on a Lot to the Side Line, and lying between the Front Yard and Rear Yard on the Lot.

Figure 20. Location of Yards.



- (1) All other words and expressions have the meanings respectively assigned to them in the Act, Regulation, or in common law.


## 8.2 DEFINITIONS NOT PROVIDED

- (1) The Development Authority or Development Officer shall Use their discretion in instances where specific Land Uses:
  - (a) Do not conform to the wording of any Land Use; or
  - (b) Generally conform to the wording of two or more Land Uses;

## 8.3 DISCRETIONARY PROVISIONS

- (1) In reference to **Section 8.2(1) above**, the Development Authority or Development Officer shall Use their discretion when considering Land Uses for inclusion within a Land Use category that is most appropriate in character and purpose.

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## PART 9.0 LAND USE MAPS

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9.1 Land Use District Map

## 9.1 LAND USE DISTRICT MAP

# Land Use Bylaw 2020

Amended by:  
Bylaw 20-10

Amended by:  
Bylaw 20-11

Amended by:  
Bylaw 20-21

Amended by:  
Bylaw 20-22

Amended by:  
Bylaw 21-06

Amended by:  
Bylaw 21-13

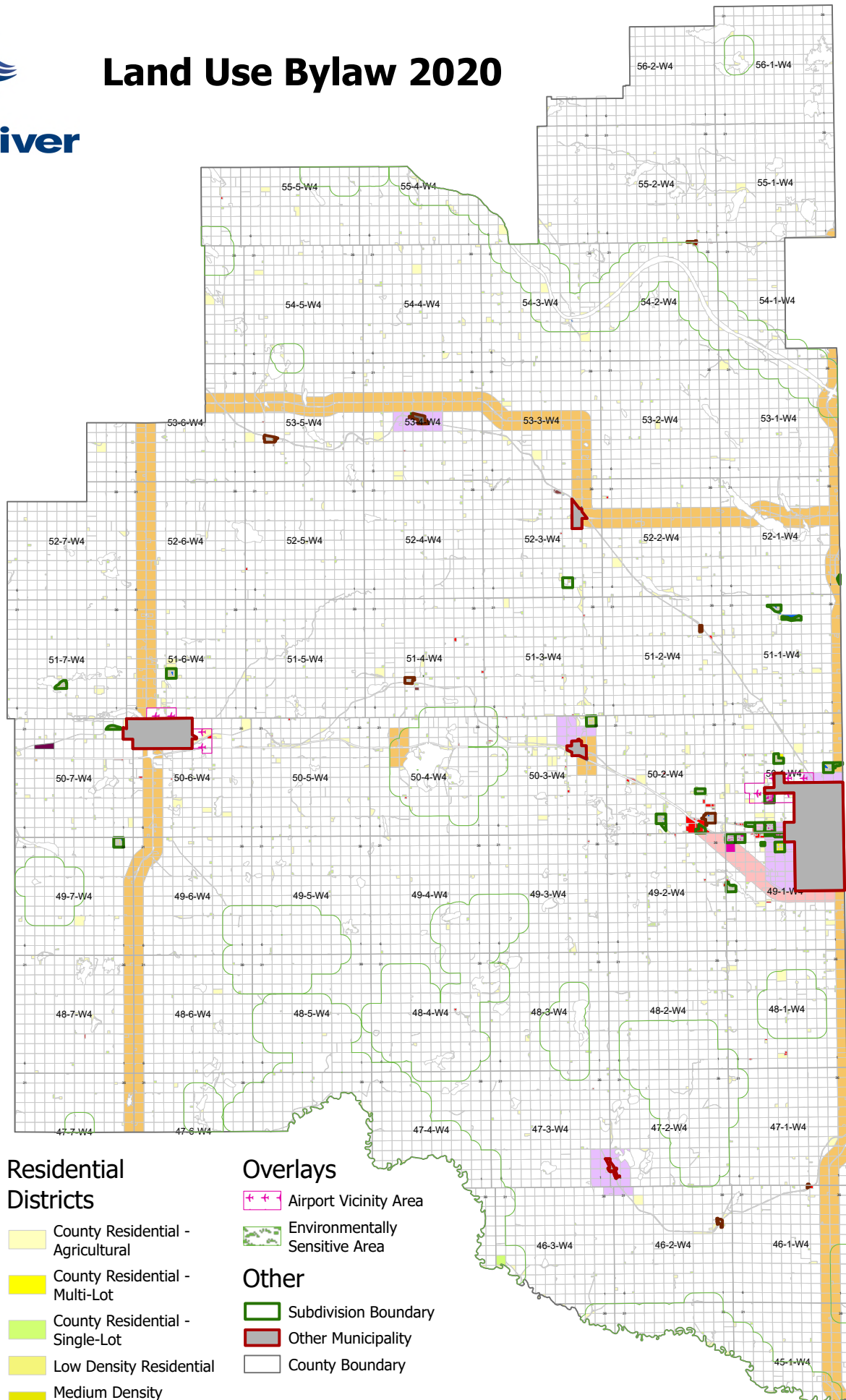
Amended by:  
Bylaw 21-15

Amended by:  
Bylaw 22-03

Amended by:  
Bylaw 22-05

Amended by:  
Bylaw 23-19







Amended by:  
Bylaw 24-09





## Non-Residential Districts

-  Agricultural
-  Business and Services
-  Commercial
-  Commercial General
-  Industrial - Light
-  Industrial - Medium
-  Industrial - Heavy
-  Landfill and Composting
-  Parks and Recreation
-  Reserves and Utility
-  Highway Development
-  Highway Development Special Purpose
-  Urban Growth




## Residential Districts

-  County Residential - Agricultural
-  County Residential - Multi-Lot
-  County Residential - Single-Lot
-  Low Density Residential
-  Medium Density Residential
-  High Density Residential

## Overlays

-  Airport Vicinity Area
-  Environmentally Sensitive Area

## Other

-  Subdivision Boundary
-  Other Municipality
-  County Boundary

*9.1 Land Use District Map*

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*9.1 Land Use District Map*

9.2 Intermunicipal Areas

## 9.2 INTERMUNICIPAL AREAS

### 9.2.1 CITY OF LLOYDMINSTER

### 9.2.2 TOWN OF VERMILION

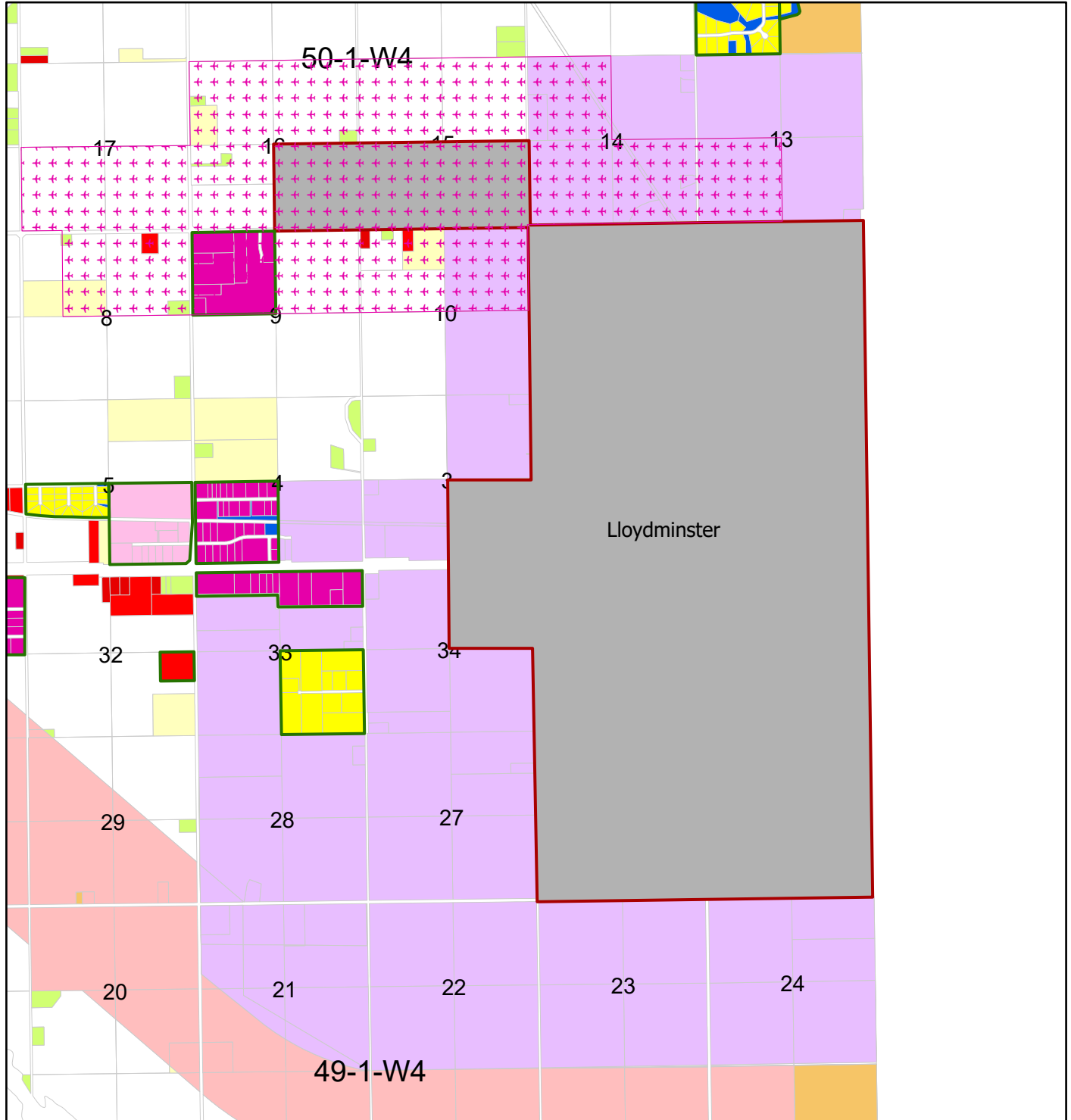
### 9.2.3 VILLAGE OF KITSCOTY

### 9.2.4 VILLAGE OF MARWAYNE




### 9.2.5 VILLAGE OF PARADISE VALLEY

9.2 Intermunicipal Areas

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## Residential Districts

-  County Residential - Agricultural
-  County Residential - Multi-Lot
-  County Residential - Single-Lot



## Non-Residential Districts

-  Agricultural
-  Business and Services
-  Commercial
-  Industrial - Light
-  Industrial - Medium
-  Reserves and Utility
-  Highway Development
-  Highway Development Special Purpose
-  Urban Growth

## Other

-  Subdivision Boundary
-  Other Municipality

## Overlays

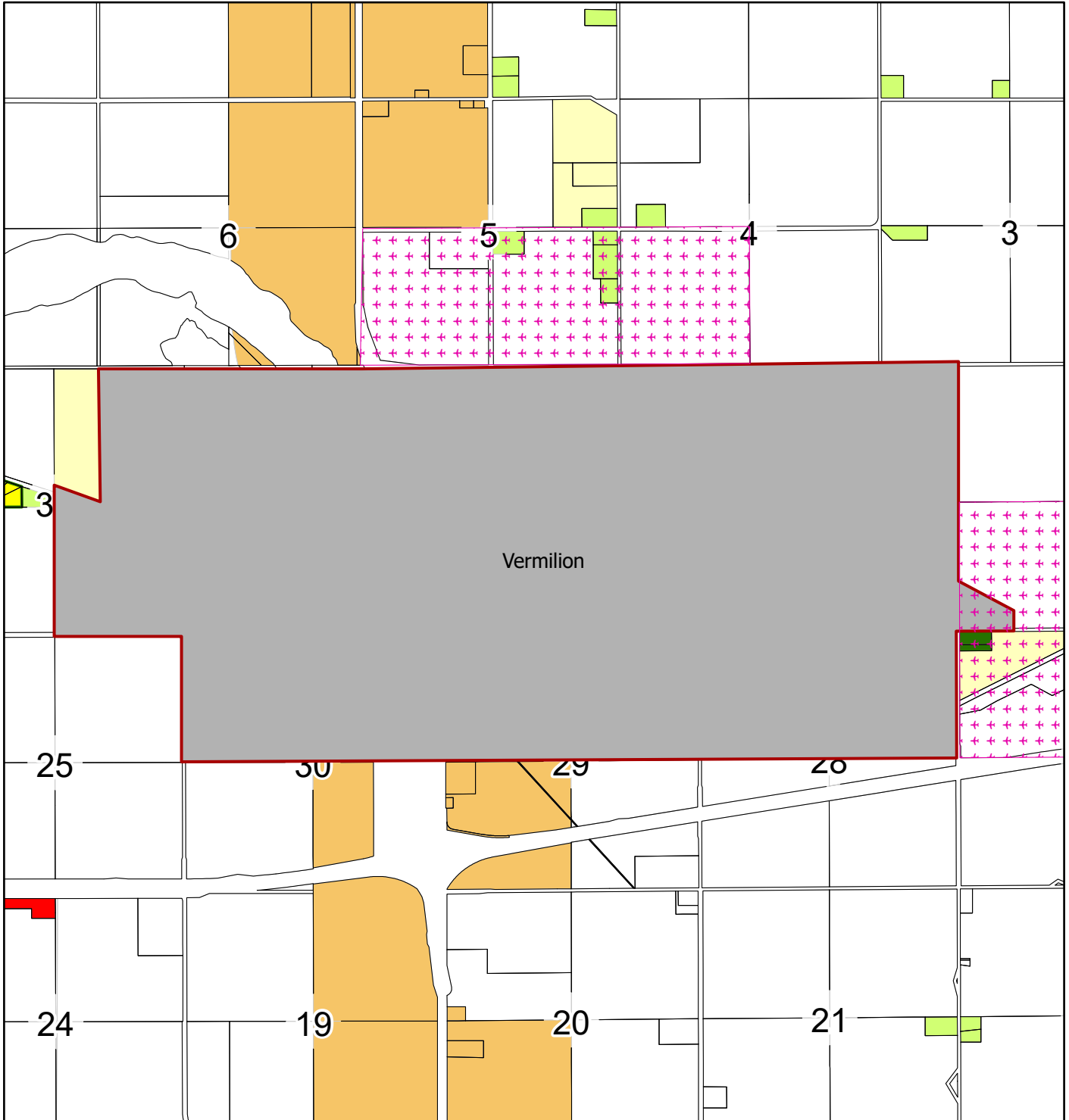
-  Airport Vicinity Area
-  Environmentally Sensitive Area






# Land Use Bylaw

Town Area Structure Plan




**VERMILION**





## Residential Districts

-  County Residential - Agricultural
-  County Residential - Multi-Lot
-  County Residential - Single-Lot


## Non-Residential Districts

-  Agricultural
-  Commercial
-  Parks and Recreation
-  Highway Development

## Other

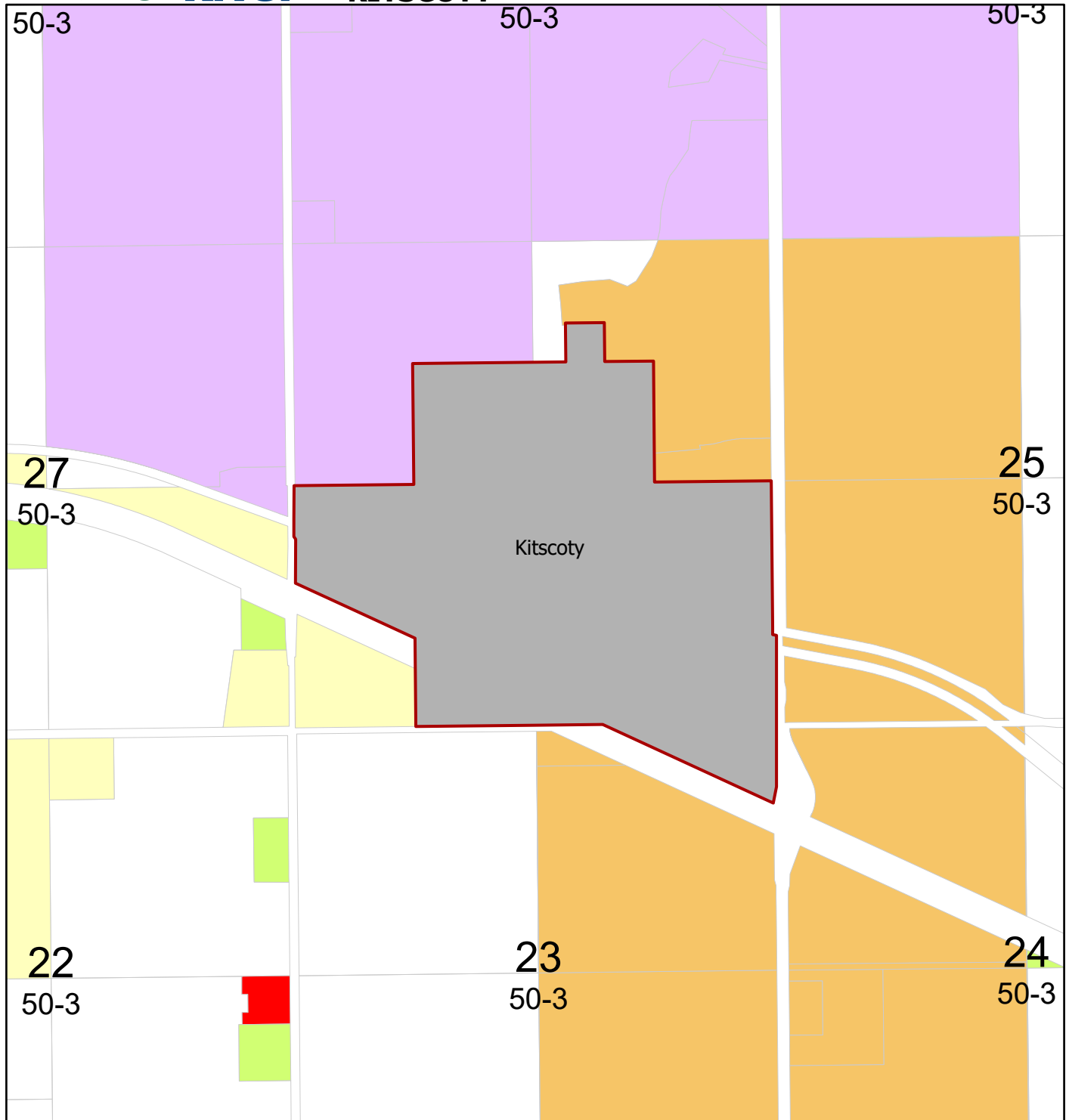
-  Subdivision Boundary
-  Other Municipality

## Overlays

-  Airport Vicinity Area







## Residential Districts

- County Residential - Agricultural
- County Residential - Single-Lot

## Non-Residential Districts Other

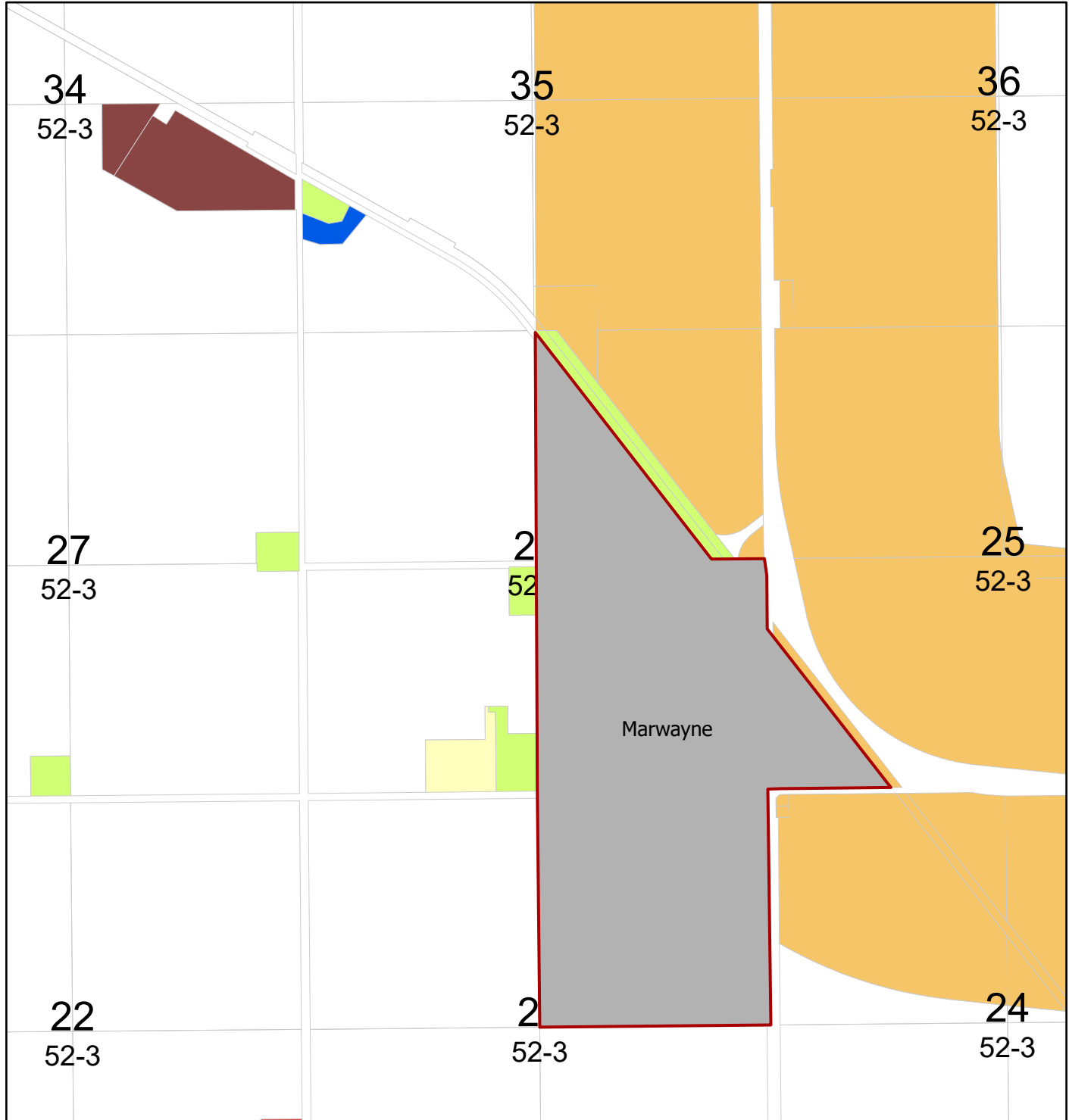
- Agricultural
- Commercial
- Landfill and Composting
- Parks and Recreation
- Highway Development
- Urban Growth

- Other Municipality

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area





## Residential Districts

- County Residential - Agricultural
- County Residential - Single-Lot

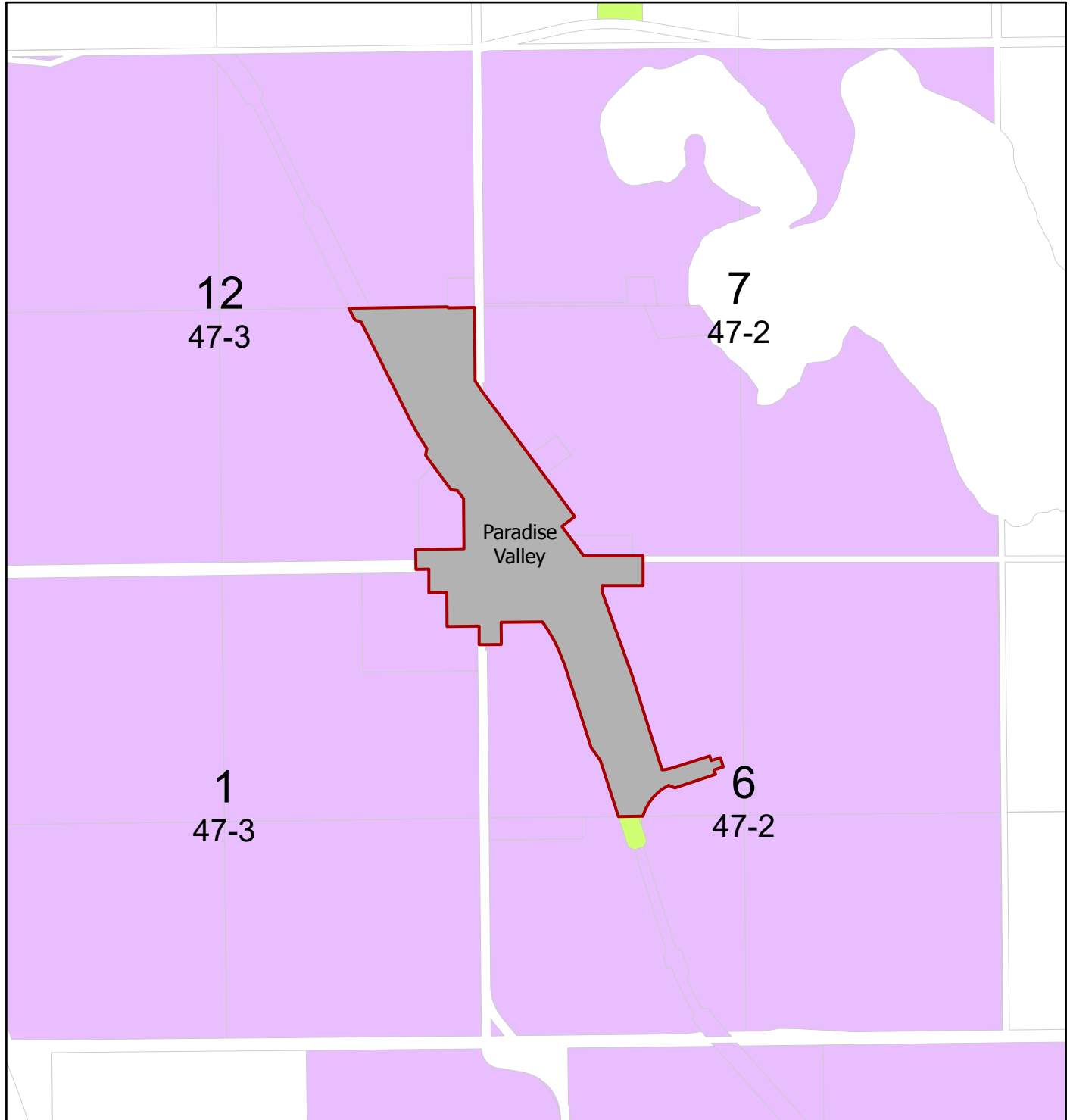
## Non-Residential Districts Other

- Agricultural
- Commercial
- Landfill and Composting
- Reserves and Utility
- Highway Development

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area





## Residential Districts

- County Residential - Agricultural
- County Residential - Single-Lot

## Non-Residential Districts Other

- Agricultural
- Urban Growth

- Other Municipality

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



9.2 Intermunicipal Areas

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9.3 Hamlets

## 9.3 HAMLETS

- 9.3.1 HAMLET OF BLACKFOOT
- 9.3.2 HAMLET OF CLANDONALD
- 9.3.3 HAMLET (VILLAGE) OF DEWBERRY
- 9.3.4 HAMLET OF ISLAY
- 9.3.5 HAMLET OF MCLAUGHLIN
- 9.3.6 HAMLET OF RIVERCOURSE
- 9.3.7 HAMLET OF STREAMSTOWN
- 9.3.8 HAMLET OF TULLIBY LAKE

9.3 Hamlets

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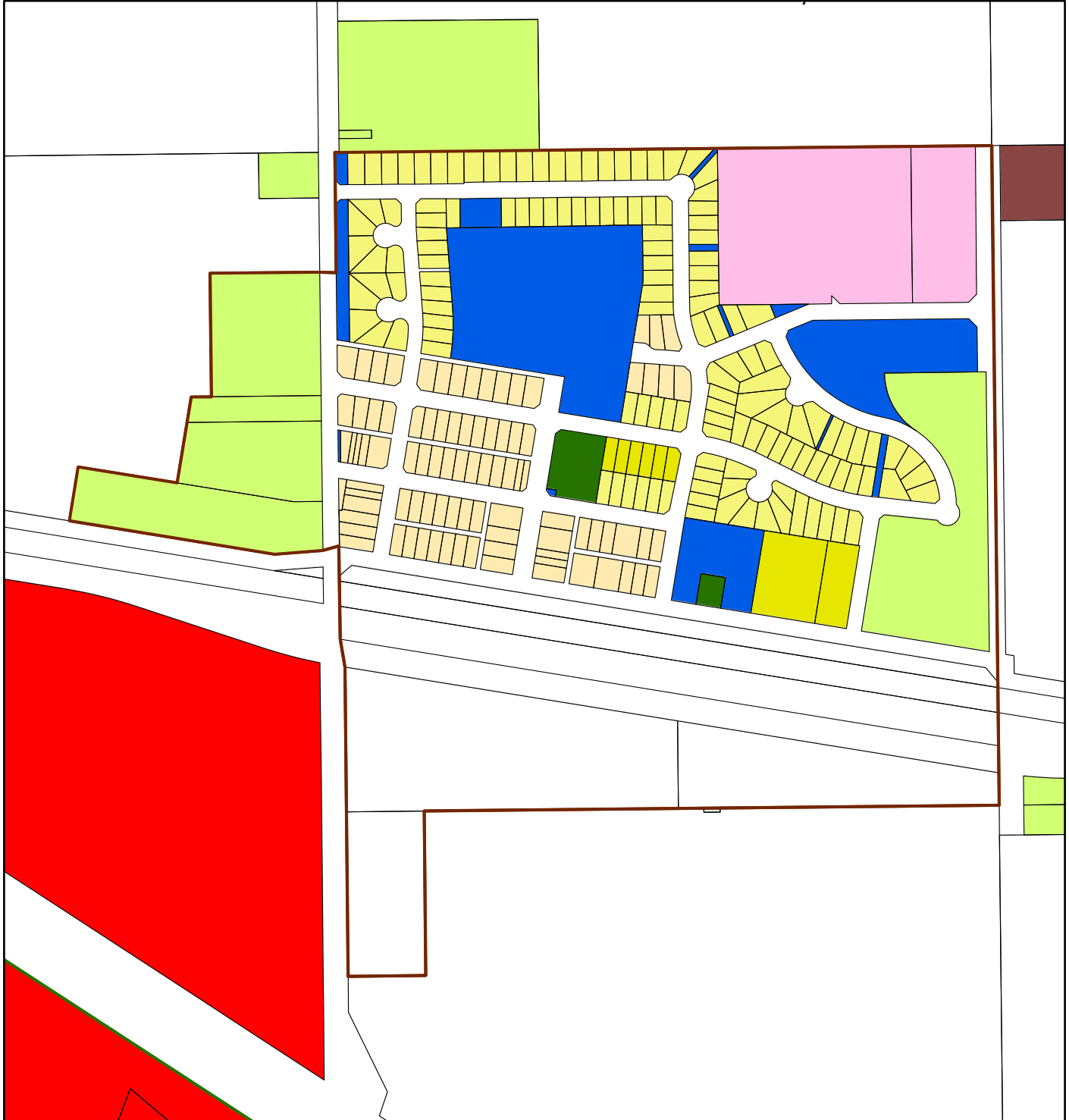
# Land Use Bylaw

Hamlet Area Structure Plan  
**BLACKFOOT**

Amended by  
Bylaw 20-22

Amended by  
Bylaw 21-13

**9.3.1**



## Residential Districts

- County Residential - Single-Lot
- Low Density Residential
- Medium Density Residential
- High Density Residential

## Non-Residential Districts Other

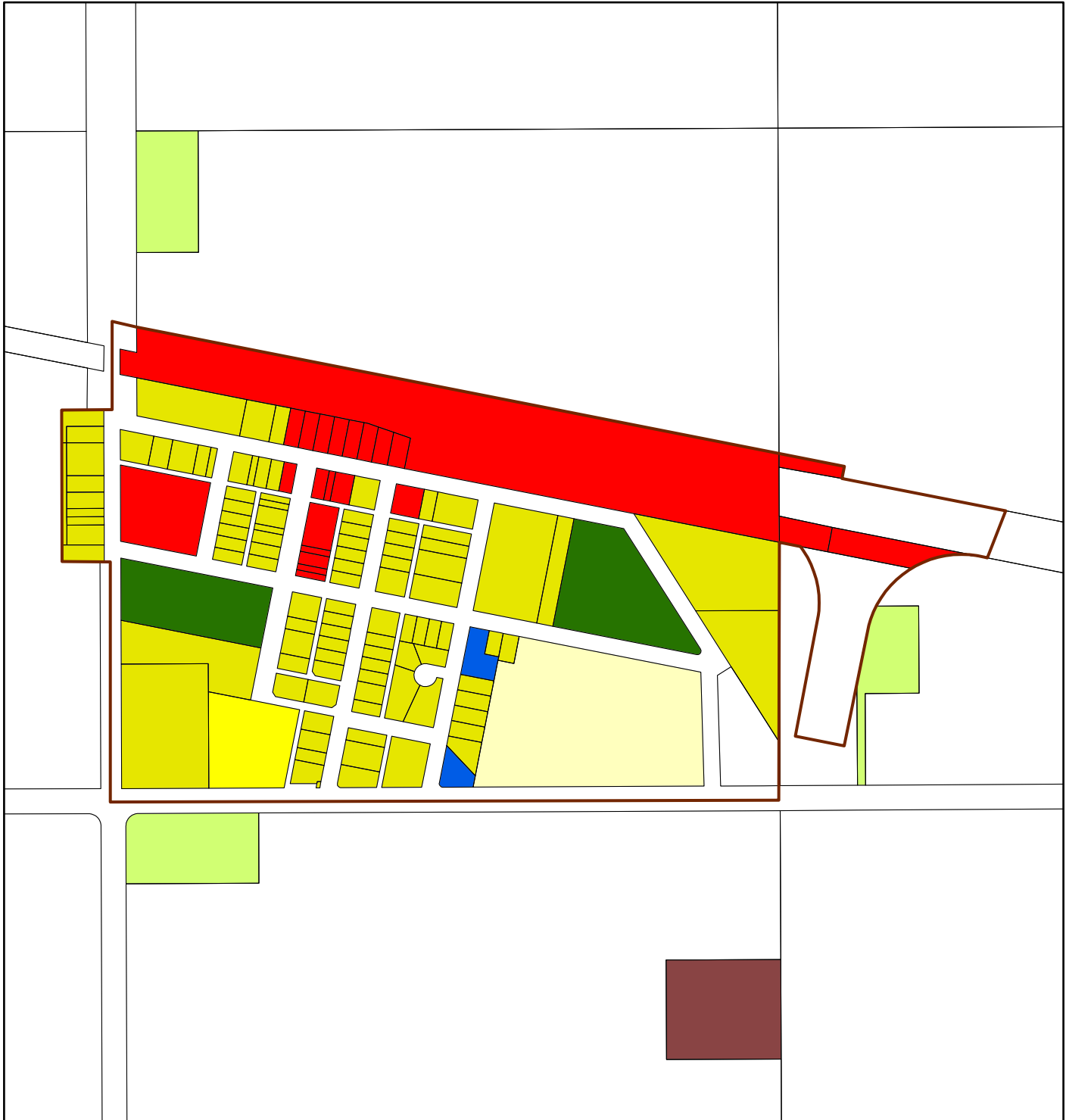
- Agricultural
- Commercial
- Industrial - Light
- Landfill and Composting
- Parks and Recreation
- Reserves and Utility

- Hamlet Boundary
- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area





## Residential Districts

- County Residential - Agricultural
- County Residential - Multi-Lot
- County Residential - Single-Lot
- Medium Density Residential

## Non-Residential Districts Other

- Agricultural
- Commercial
- Landfill and Composting
- Parks and Recreation
- Reserves and Utility

## Overlays

- Hamlet Boundary
- Airport Vicinity Area
- Environmentally Sensitive Area



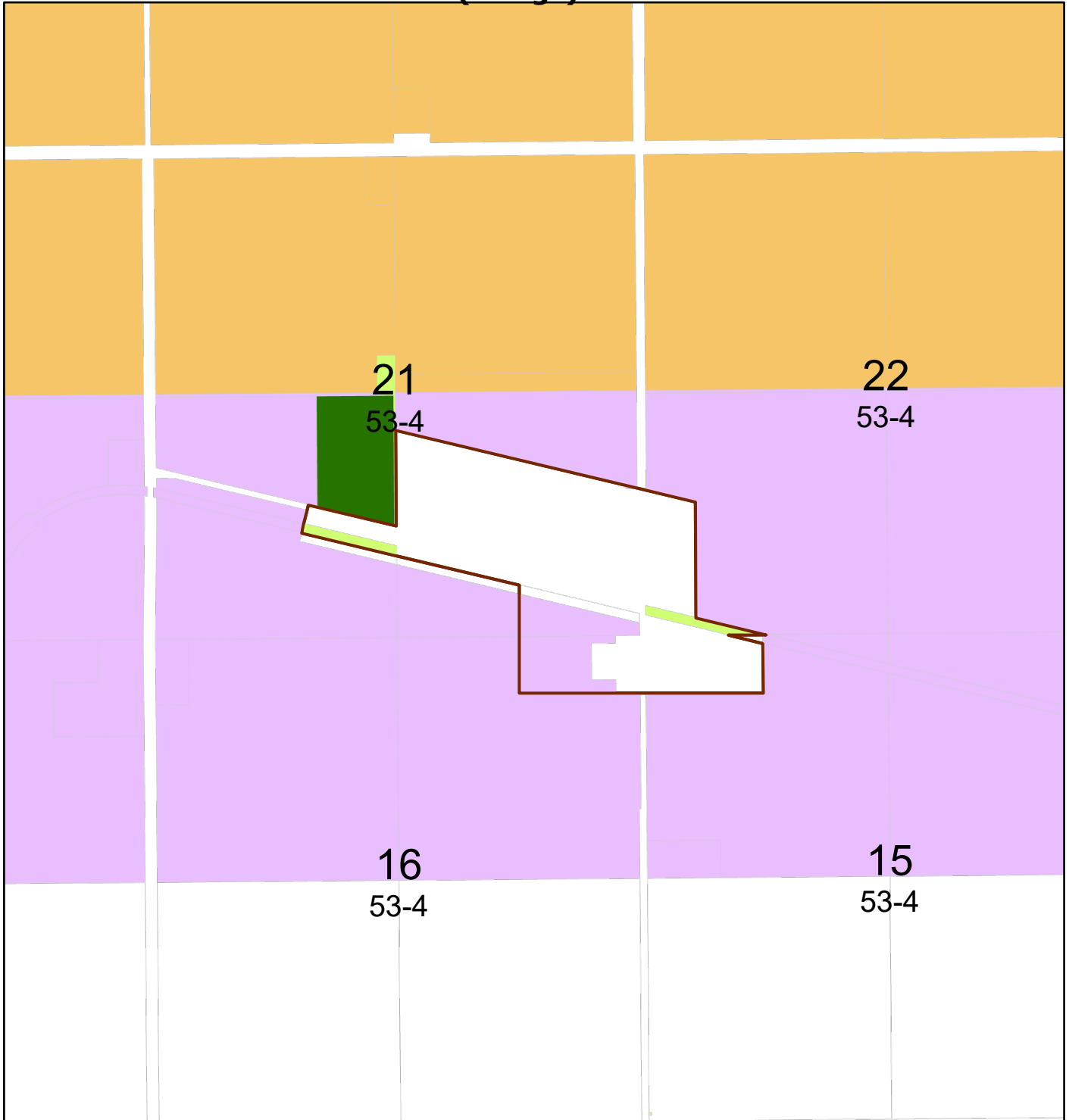


# Land Use Bylaw

Hamlet Area Structure Plan

**Hamlet (Village) of DEWBERRY**

9.3.3



## Residential Districts

County Residential - Single-Lot

## Non-Residential Districts Other

Agricultural

Parks and Recreation

Highway Development

Urban Growth

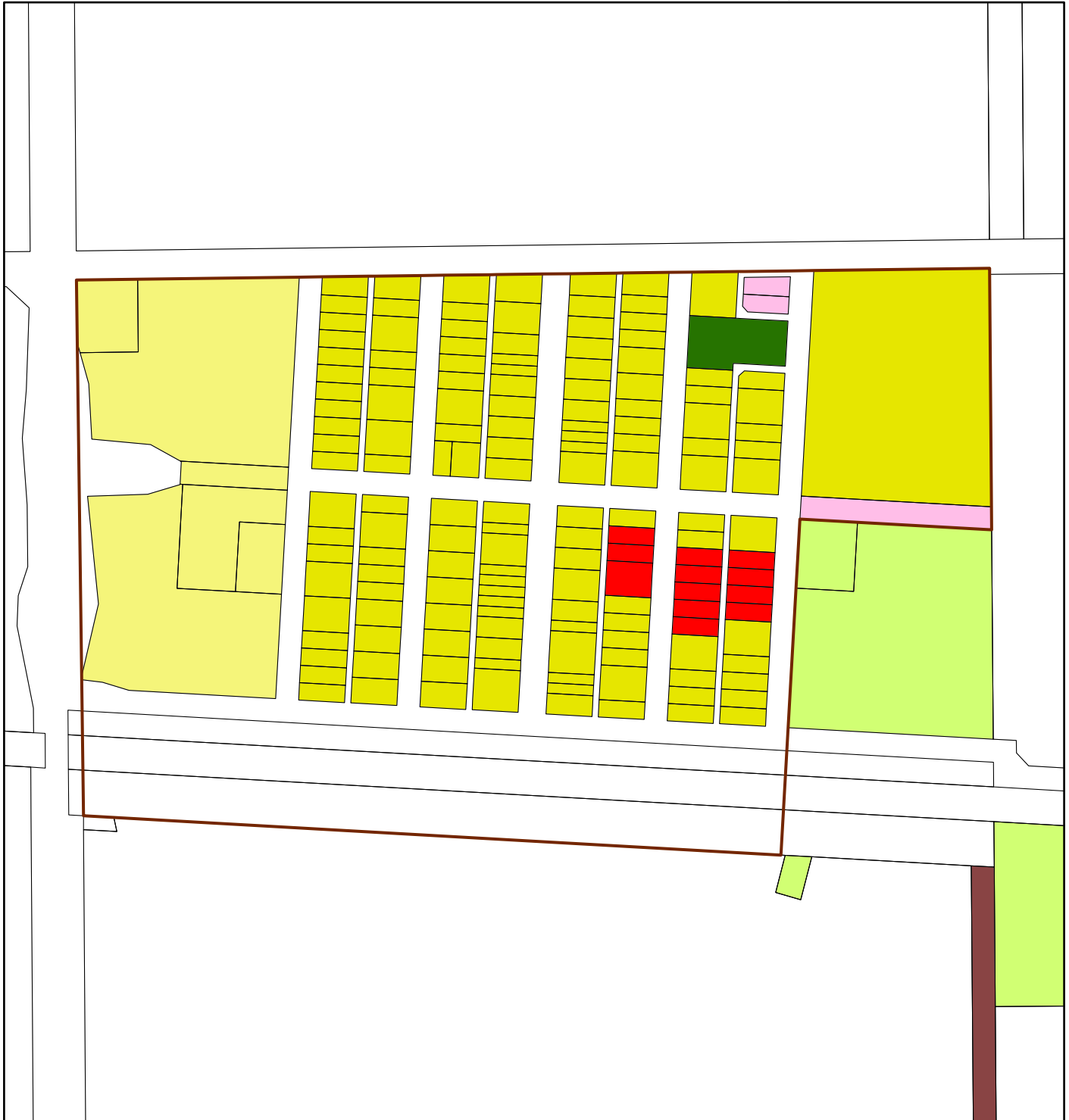
Hamlet Boundary

## Overlays




Airport Vicinity Area

Environmentally Sensitive Area





## Residential Districts



-  County Residential - Single-Lot
-  Low Density Residential
-  Medium Density Residential

## Non-Residential Districts Other

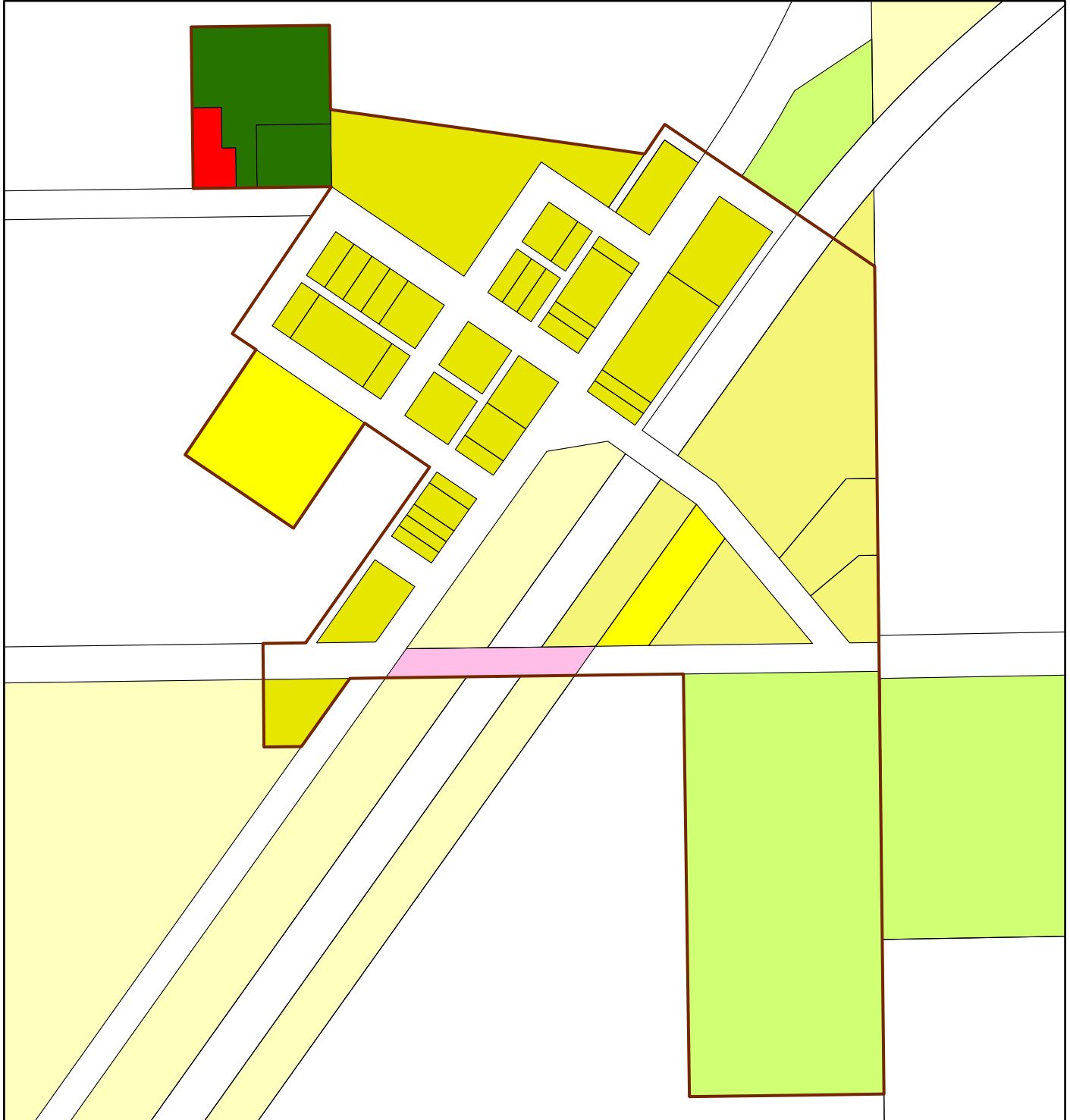
-  Agricultural
-  Commercial
-  Industrial - Light
-  Landfill and Composting
-  Parks and Recreation

-  Hamlet Boundary






## Overlays

-  Airport Vicinity Area
-  Environmentally Sensitive Area










## Residential Districts

-  County Residential - Agricultural
-  County Residential - Multi-Lot
-  County Residential - Single-Lot
-  Low Density Residential
-  Medium Density Residential

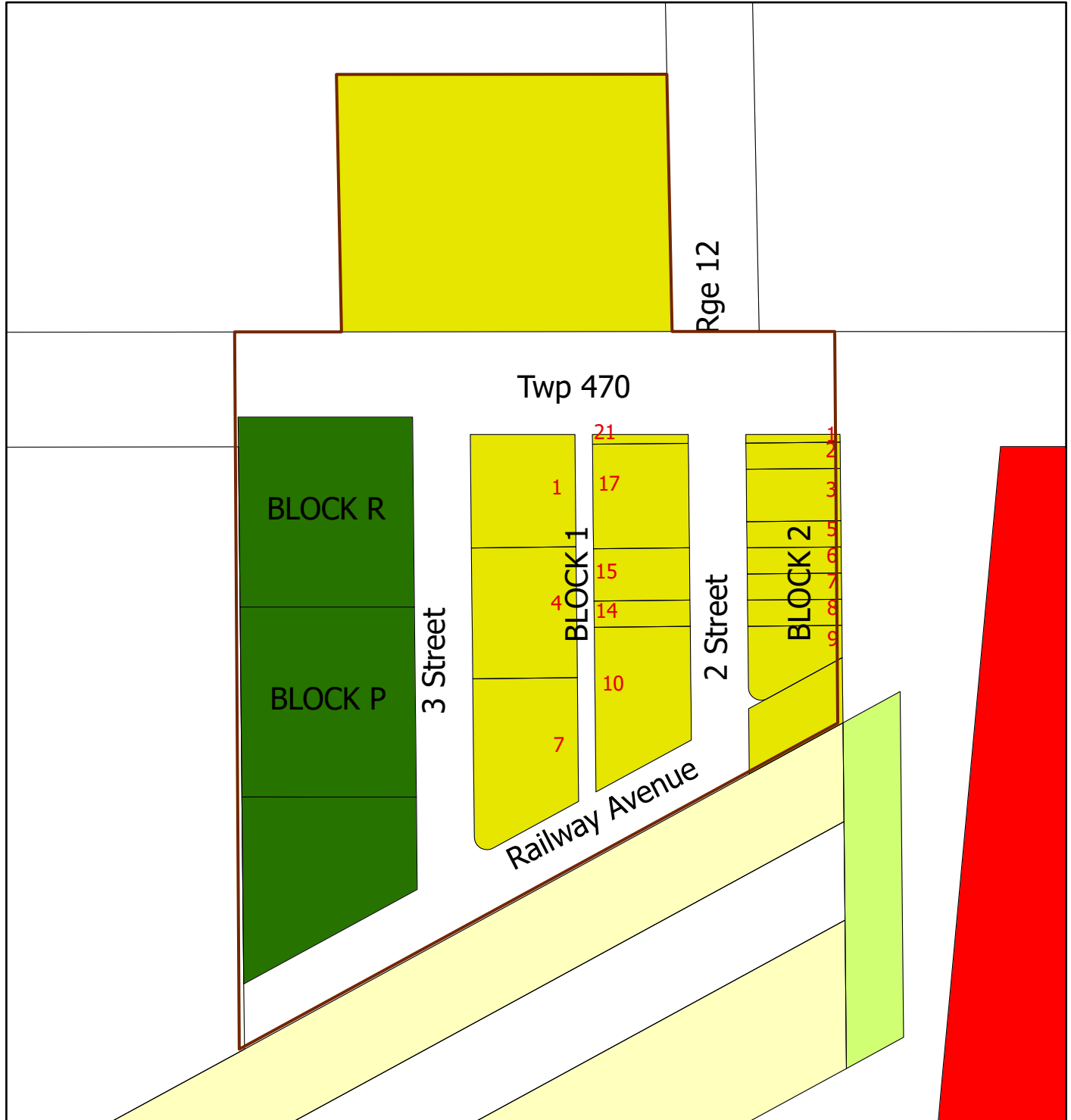
## Non-Residential Districts Other

-  Agricultural
-  Commercial
-  Industrial - Light
-  Parks and Recreation




## Overlays

-  Hamlet Boundary
-  Airport Vicinity Area
-  Environmentally Sensitive Area











## Residential Districts

-  County Residential - Agricultural
-  County Residential - Single-Lot
-  Medium Density Residential

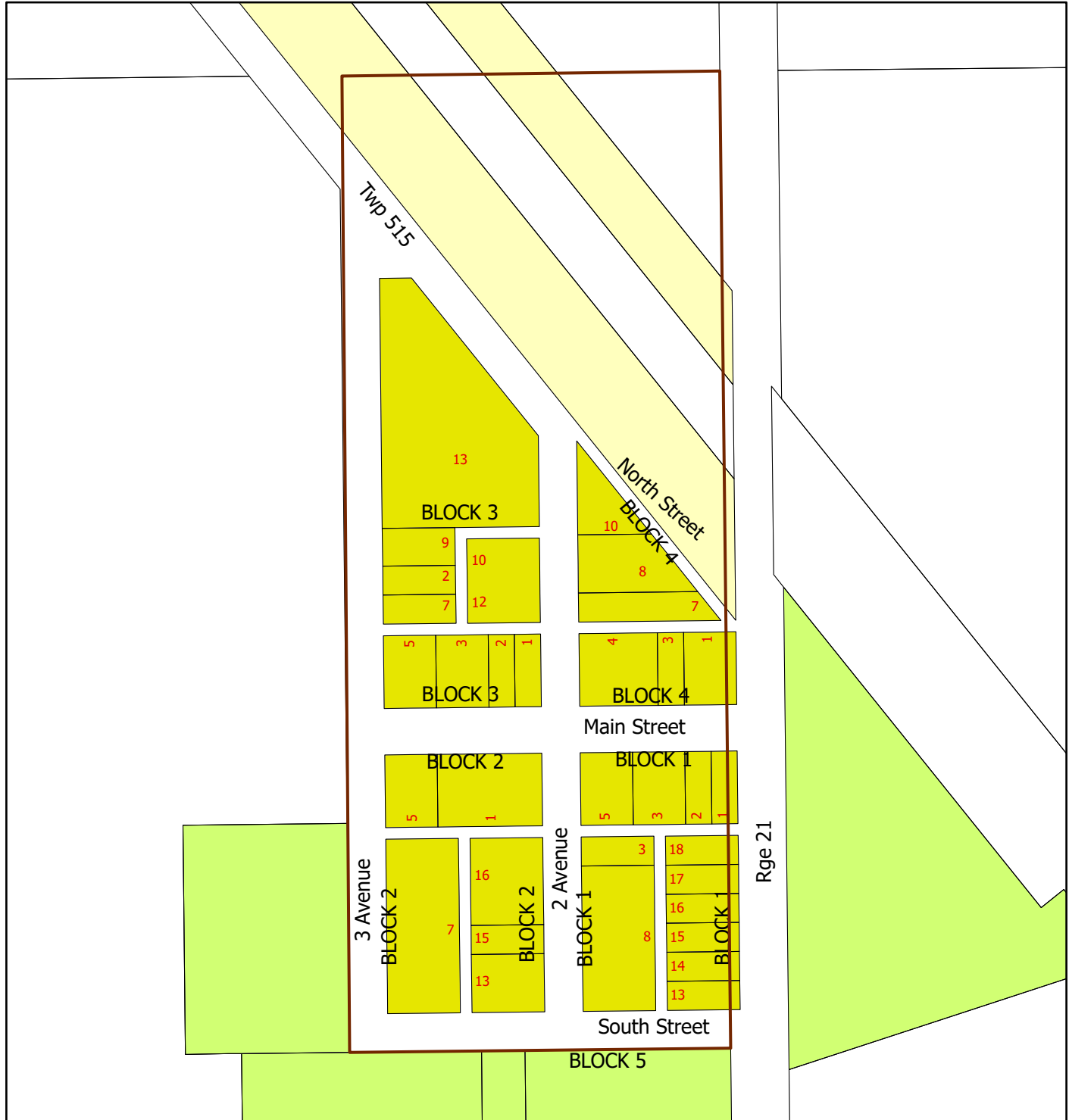
## Non-Residential Districts Other

-  Agricultural
-  Commercial
-  Parks and Recreation




## Overlays

-  Hamlet Boundary
-  Airport Vicinity Area
-  Environmentally Sensitive Area





## Residential Districts



-  County Residential - Agricultural
-  County Residential - Single-Lot
-  Medium Density Residential

## Non-Residential Districts Other

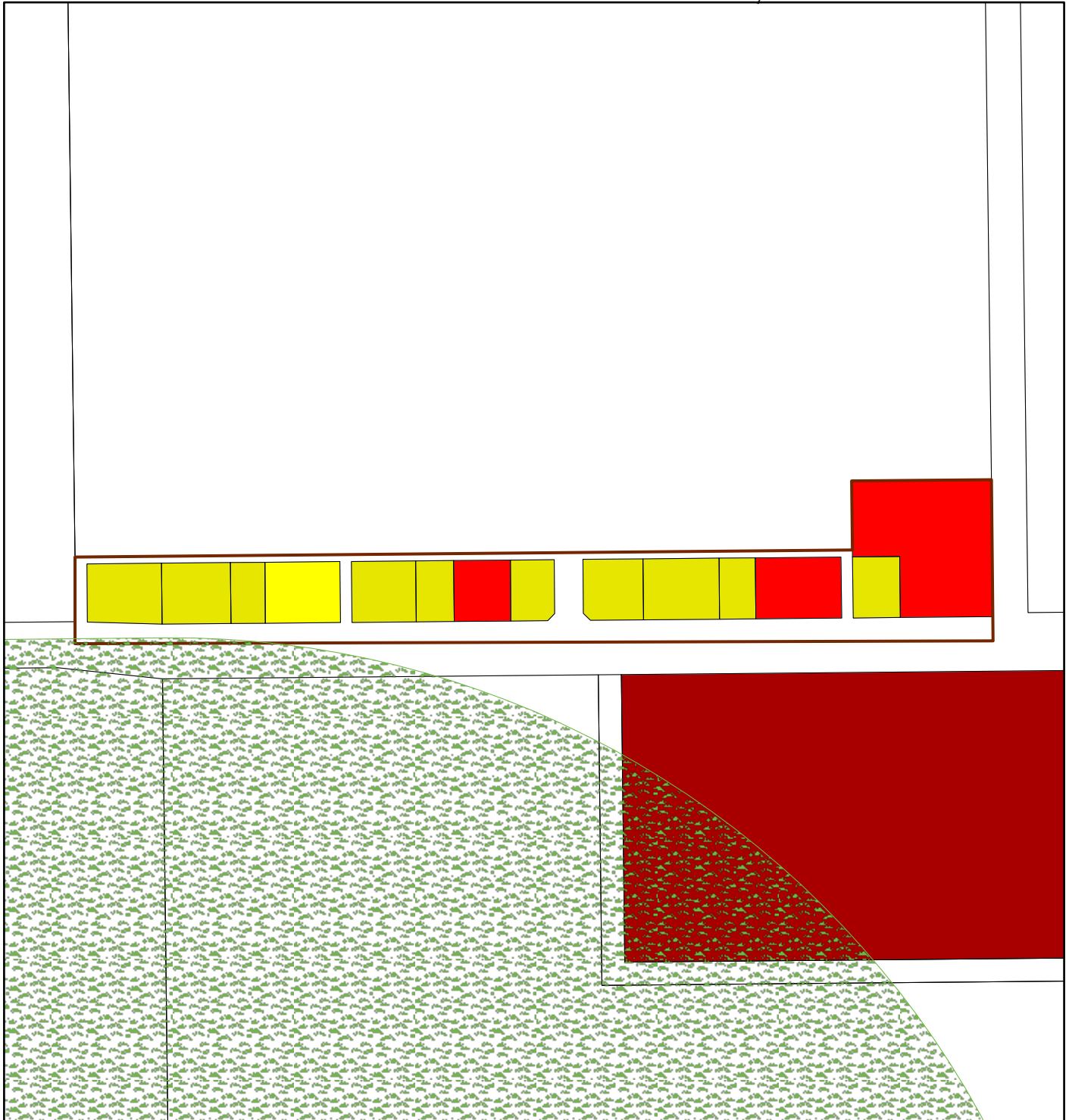
-  Agricultural

-  Hamlet Boundary

## Overlays

-  Airport Vicinity Area
-  Environmentally Sensitive Area





## Residential Districts

- County Residential - Multi-Lot
- Medium Density Residential

## Non-Residential Districts Other

- Agricultural
- Commercial
- Commercial General

- Hamlet Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



9.4 Residential Area Structure Plans

## 9.4 RESIDENTIAL AREA STRUCTURE PLANS

9.4.1 ABERDEEN PLAINS ESTATES

9.4.2 BRENNAN ACRES

9.4.3 CLOVER VIEW ACRES

9.4.4 COUNTRY AIR ESTATES

9.4.5 CREEKSIDE ESTATES

9.4.6 DEERFOOT ESTATES

9.4.7 DENWOOD ACRES

9.4.8 GRANDVIEW ESTATES

9.4.9 HAWKSTONE

9.4.10 HORIZONVIEW ACRES

9.4.11 INDIAN LAKE MEADOWS

9.4.12 LAKEVIEW ACRES

9.4.13 MORNING GOLD ESTATES

9.4.14 RAVINE VIEW

9.4.15 ROBINWOOD ACRES

9.4.16 ROBINWOOD ESTATES

9.4.17 SANDPIPER ESTATES

9.4.18 SILVER WILLOW ESTATES

9.4.19 WILLOW CREEK

9.4 Residential Area Structure Plans

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# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**ABERDEEN PLAINS ESTATES**

Amended by Bylaw 20-22

**9.4.1**



## Residential Districts

- County Residential - Agricultural
- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts Other

- Agricultural

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



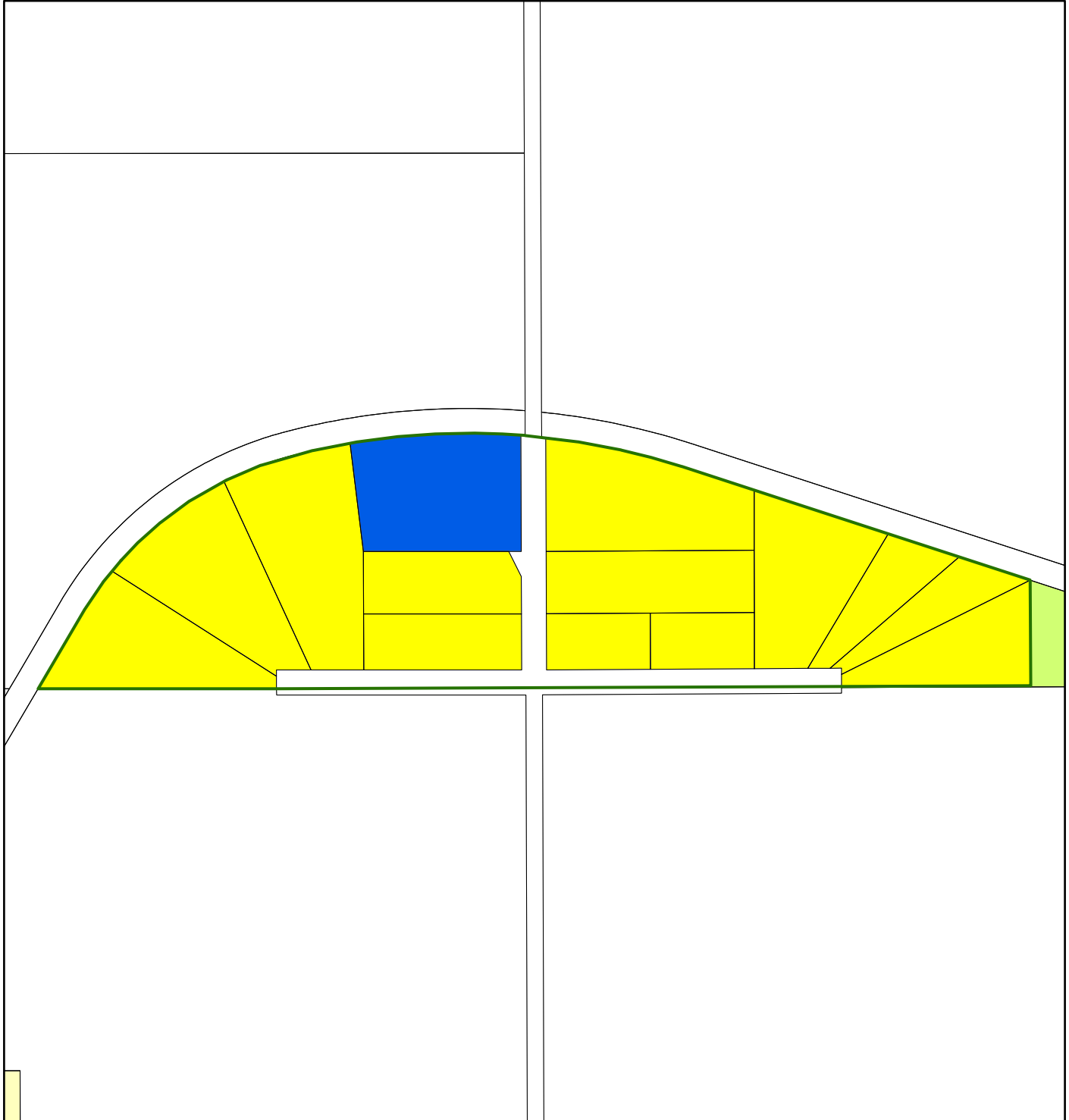
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan




**BRENNAN ACRES**

**9.4.2**



Amended by Bylaw 20-22




## Residential Districts

-  County Residential - Agricultural
-  County Residential - Multi-Lot
-  County Residential - Single-Lot



## Non-Residential Districts

-  Agricultural
-  Reserves and Utility

## Other

-  Subdivision Boundary

## Overlays

-  Airport Vicinity Area
-  Environmentally Sensitive Area



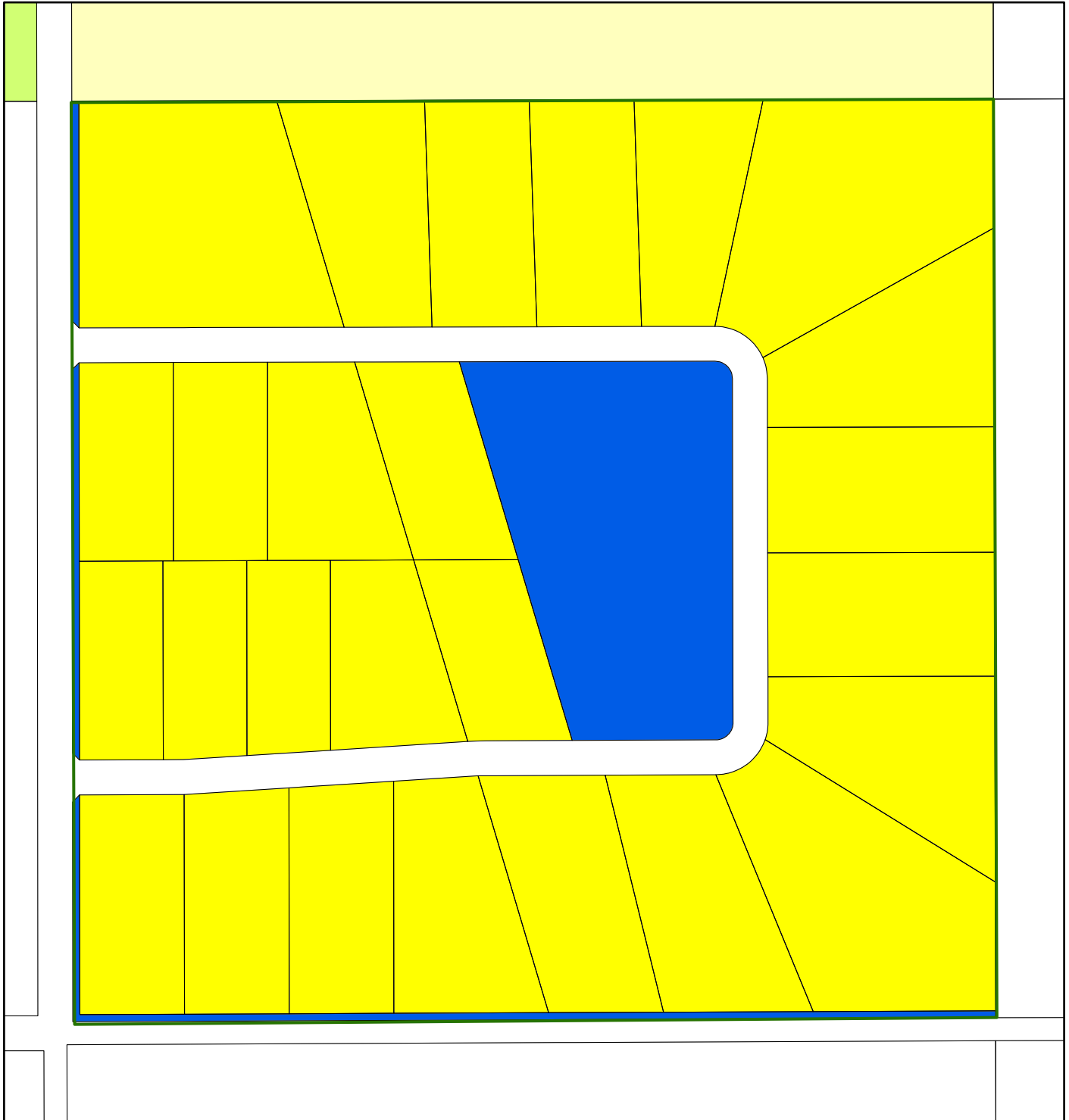
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**CLOVER VIEW ACRES**

**9.4.3**

Amended by Bylaw 20-22



## Residential Districts

- County Residential - Agricultural
- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts Other

- Agricultural
- Reserves and Utility

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



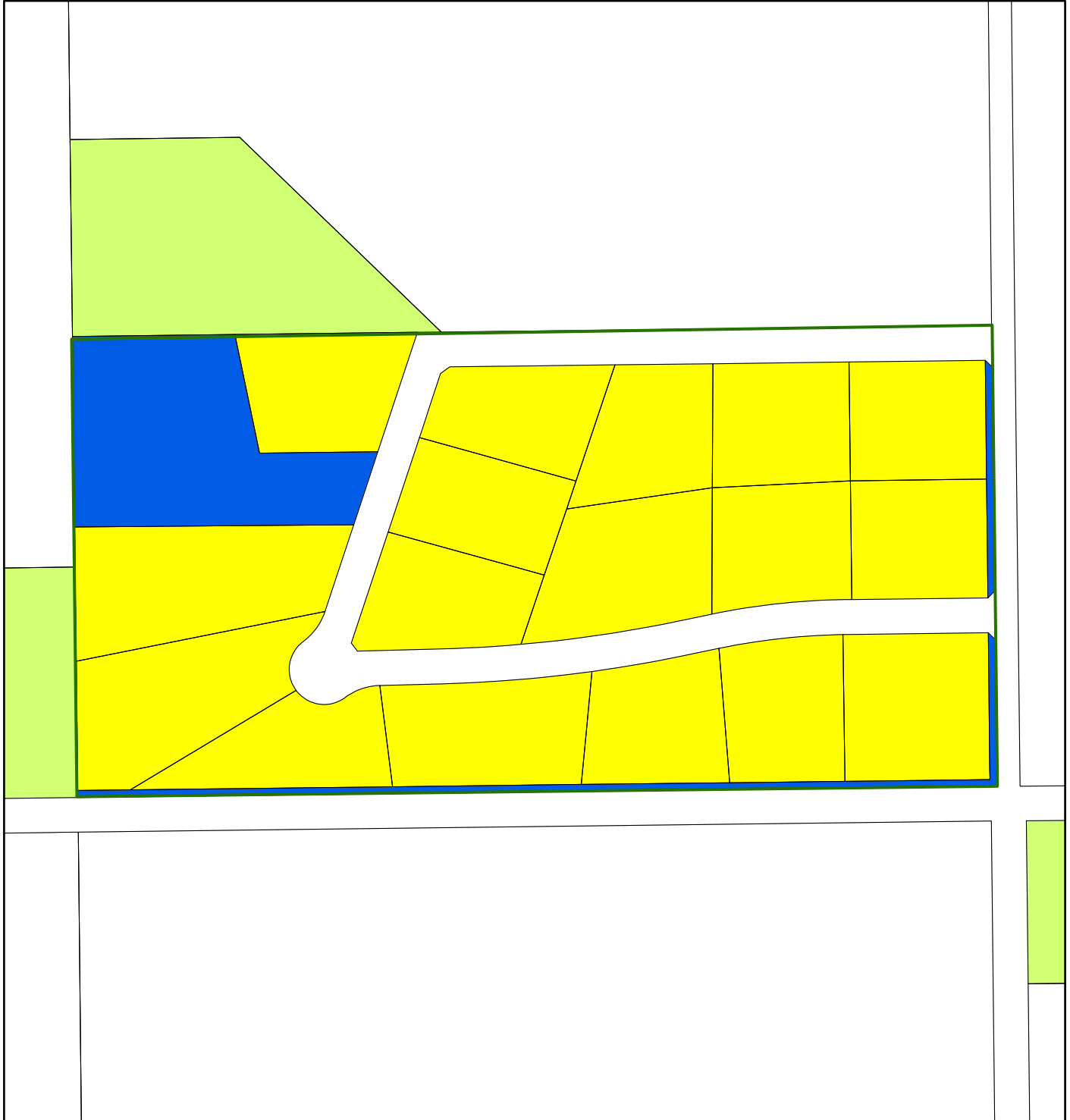
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**COUNTRY AIR ESTATES**

**9.4.4**

Amended by Bylaw 20-22



## Residential Districts

- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts Other

- Agricultural
- Reserves and Utility

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



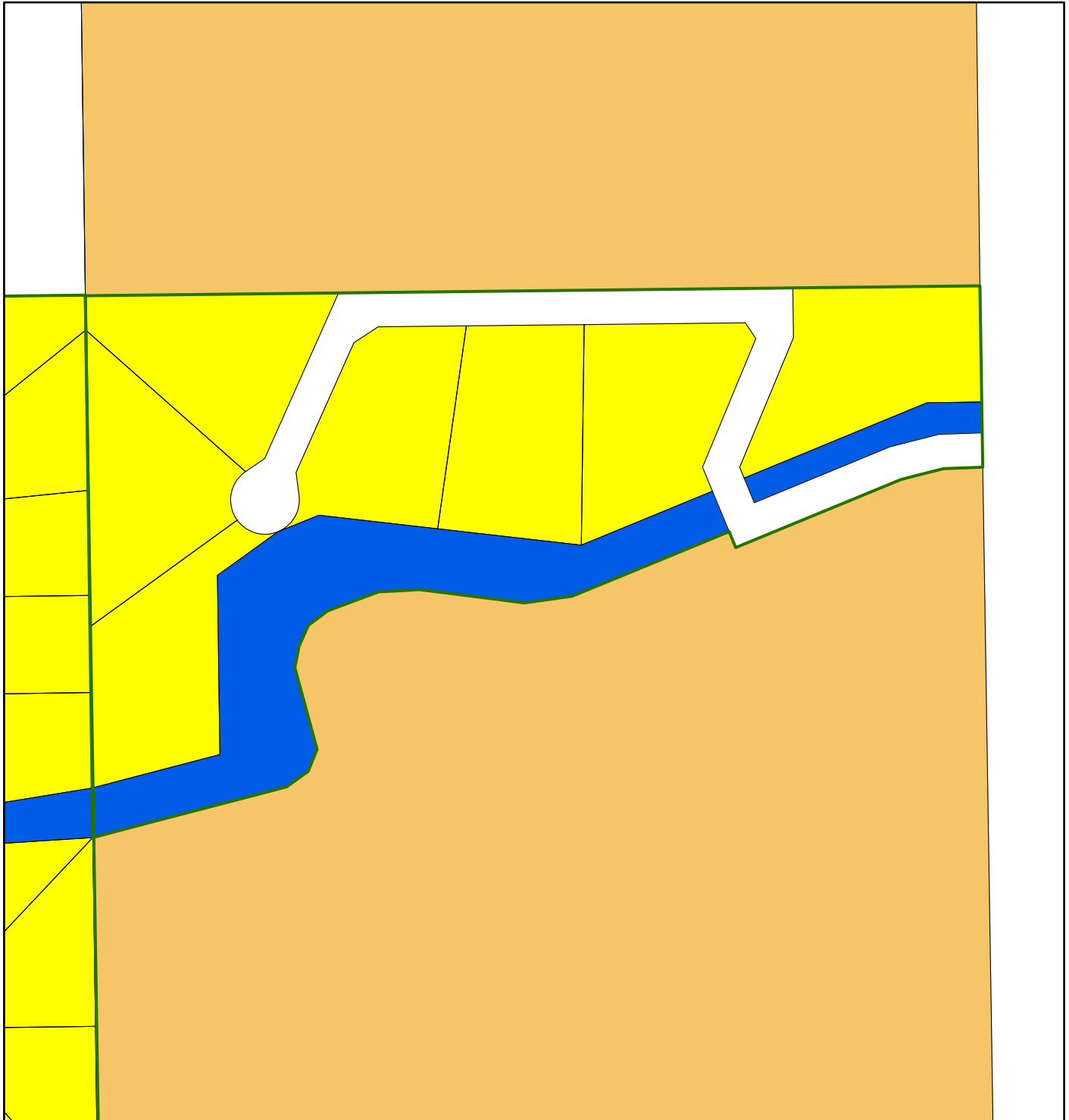
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**CREEKSIDE ESTATES**

**9.4.5**

Amended by Bylaw 20-22



## Residential Districts

County Residential - Multi-Lot

## Non-Residential Districts Other

Agricultural

Reserves and Utility

Highway Development

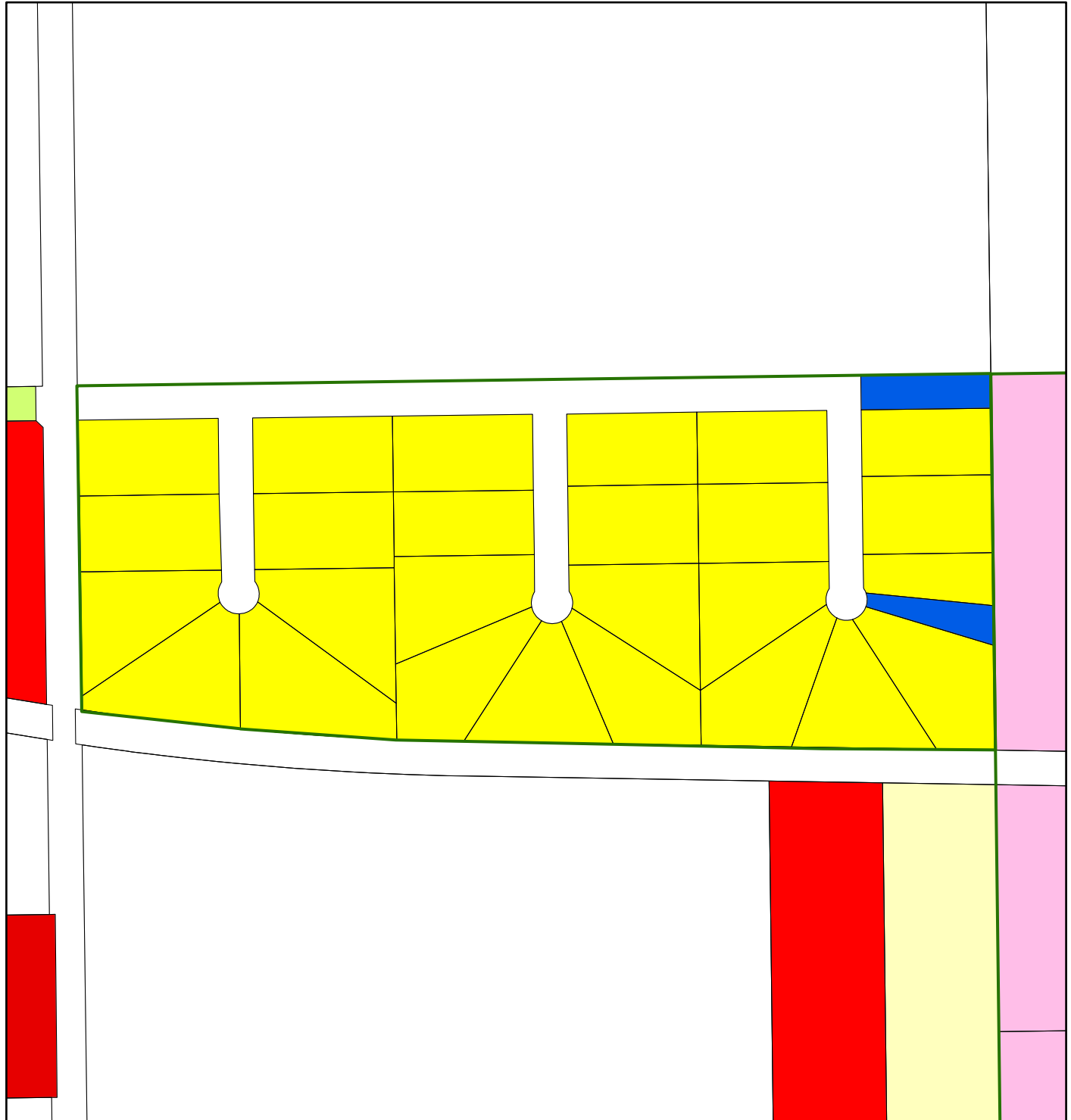
Subdivision Boundary

## Overlays

Airport Vicinity Area

Environmentally Sensitive Area





## Residential Districts

- County Residential - Agricultural
- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts Other

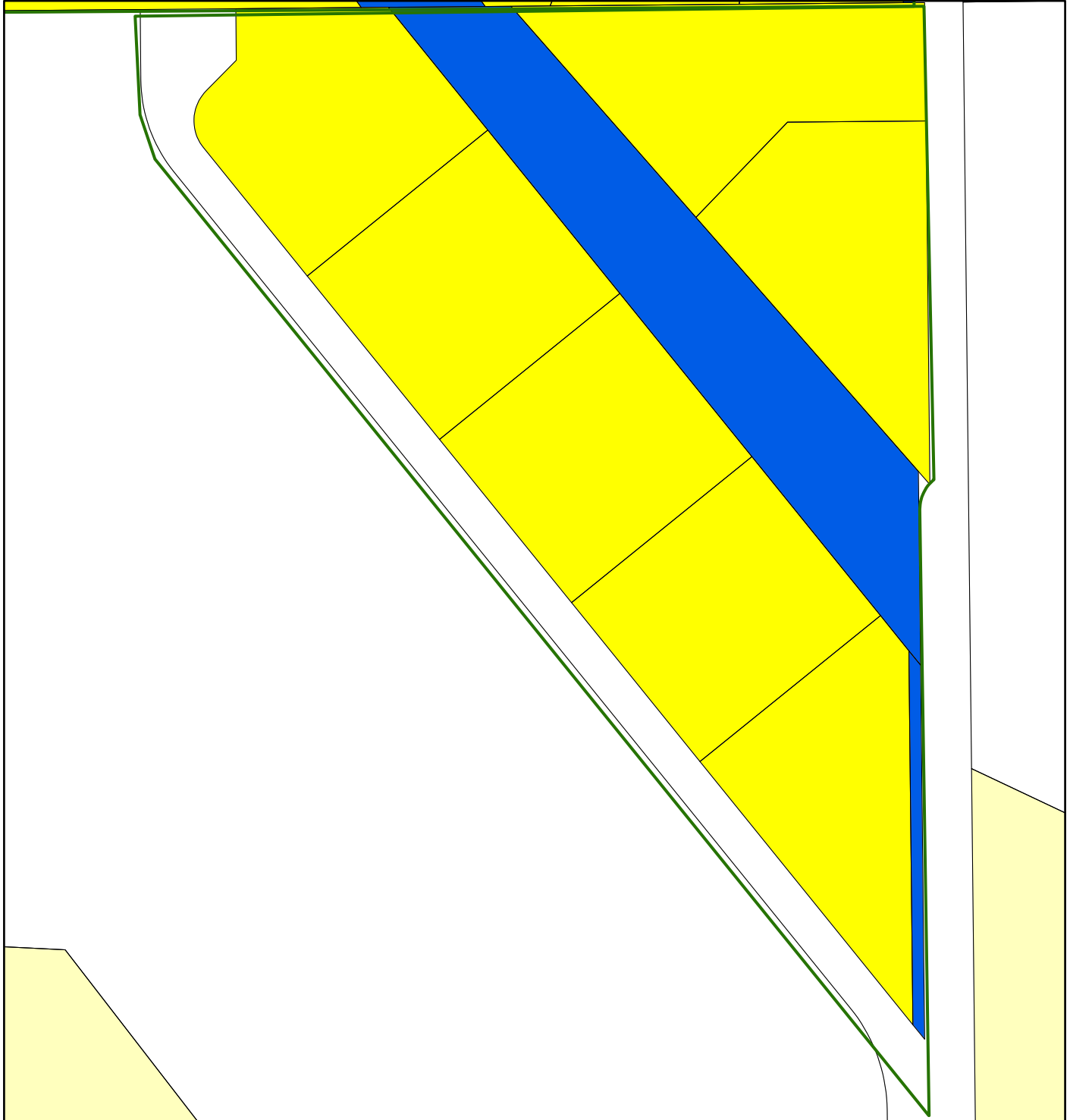
- Agricultural
- Business and Services
- Commercial
- Industrial - Light
- Reserves and Utility

- Subdivision Boundary



## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area







## Residential Districts

-  County Residential - Agricultural
-  County Residential - Multi-Lot



## Non-Residential Districts

-  Agricultural
-  Reserves and Utility

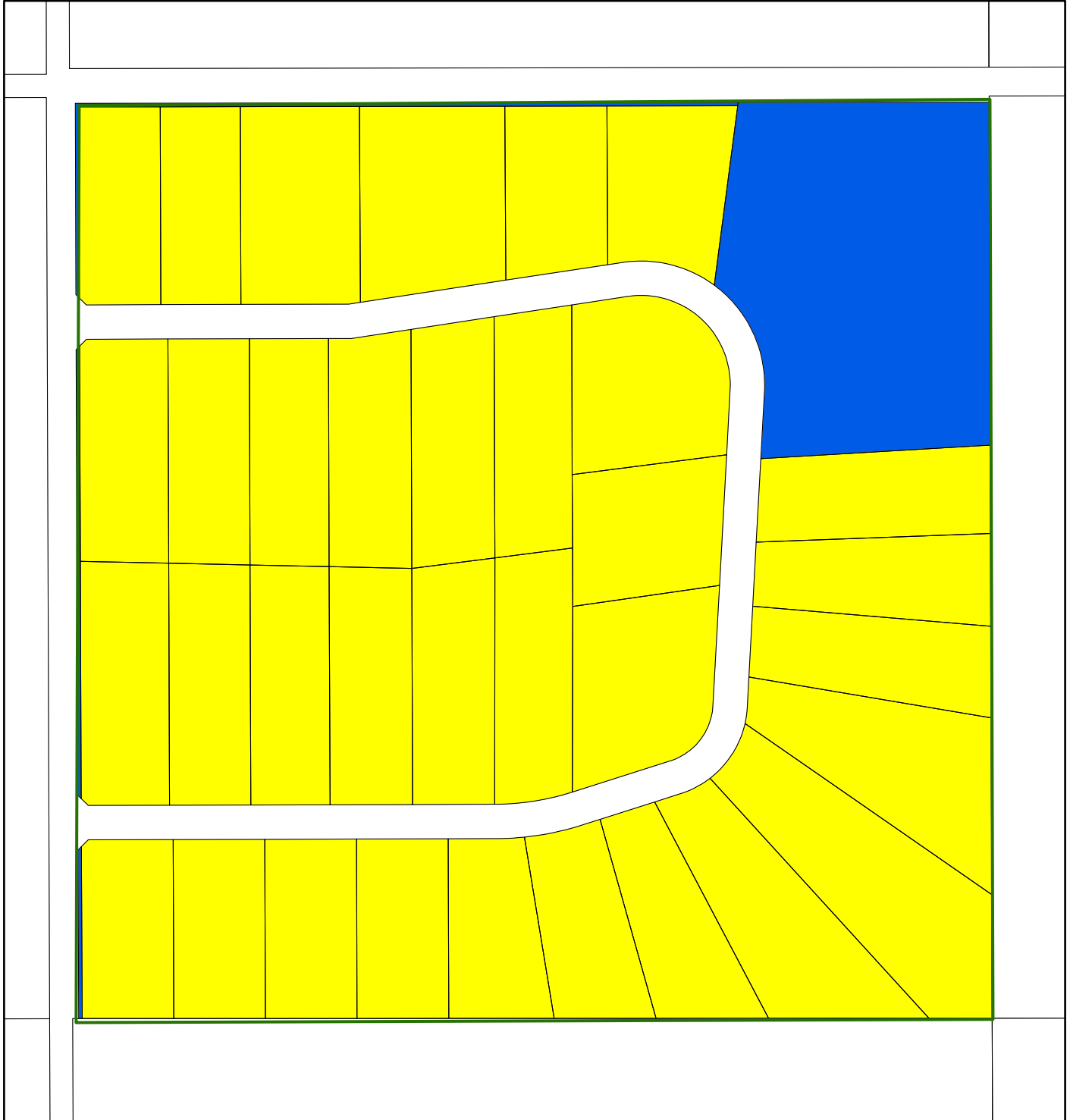
## Other

-  Subdivision Boundary

## Overlays

-  Airport Vicinity Area
-  Environmentally Sensitive Area






## Residential Districts

 County Residential - Multi-Lot


## Non-Residential Districts Other

 Agricultural

 Reserves and Utility

 Subdivision Boundary

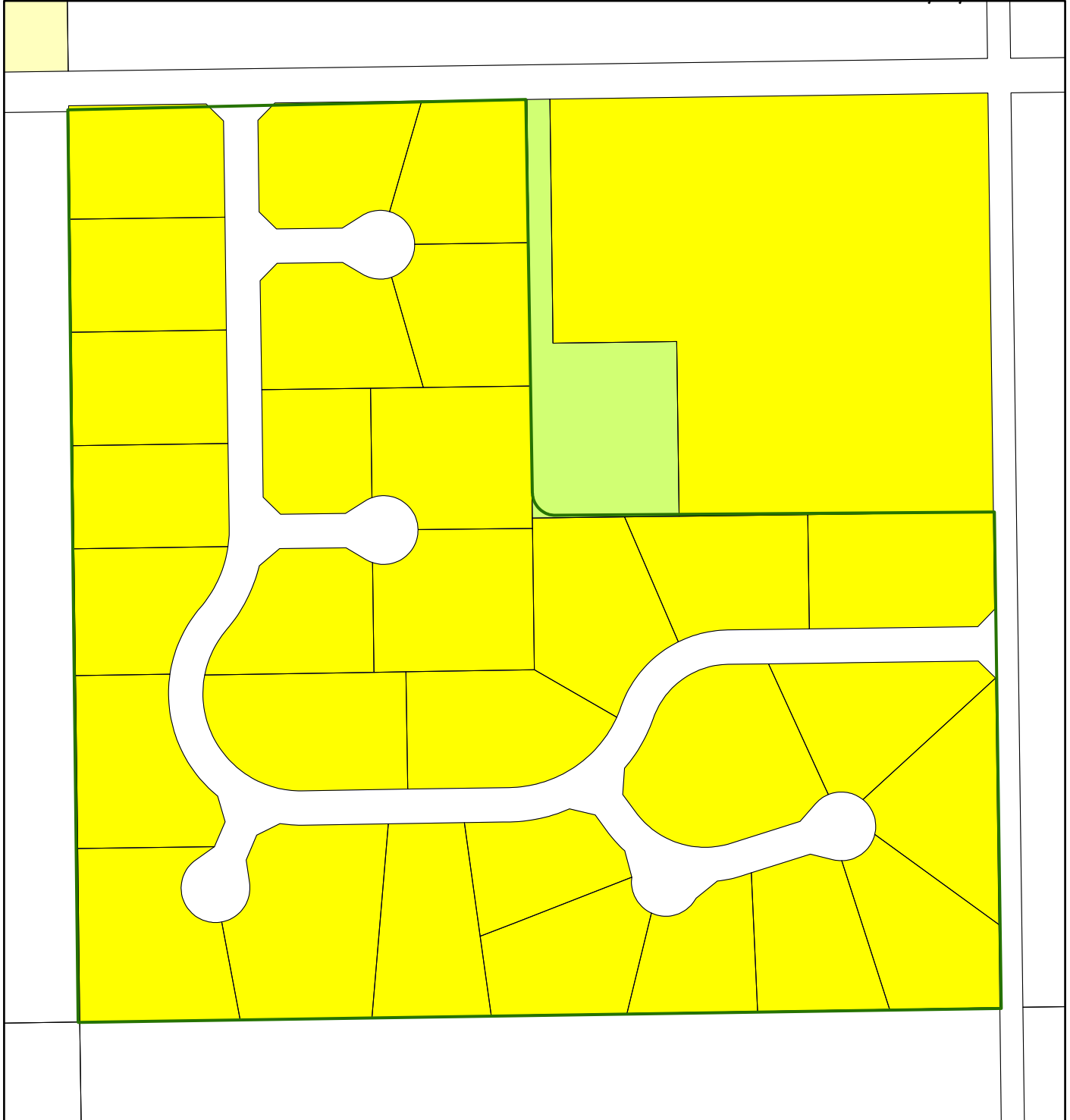
## Overlays

 Airport Vicinity Area




 Environmentally Sensitive Area







## Residential Districts

-  County Residential - Agricultural
-  County Residential - Multi-Lot
-  County Residential - Single-Lot



## Non-Residential Districts

-  Agricultural

## Other

-  Subdivision Boundary

## Overlays

-  Airport Vicinity Area
-  Environmentally Sensitive Area



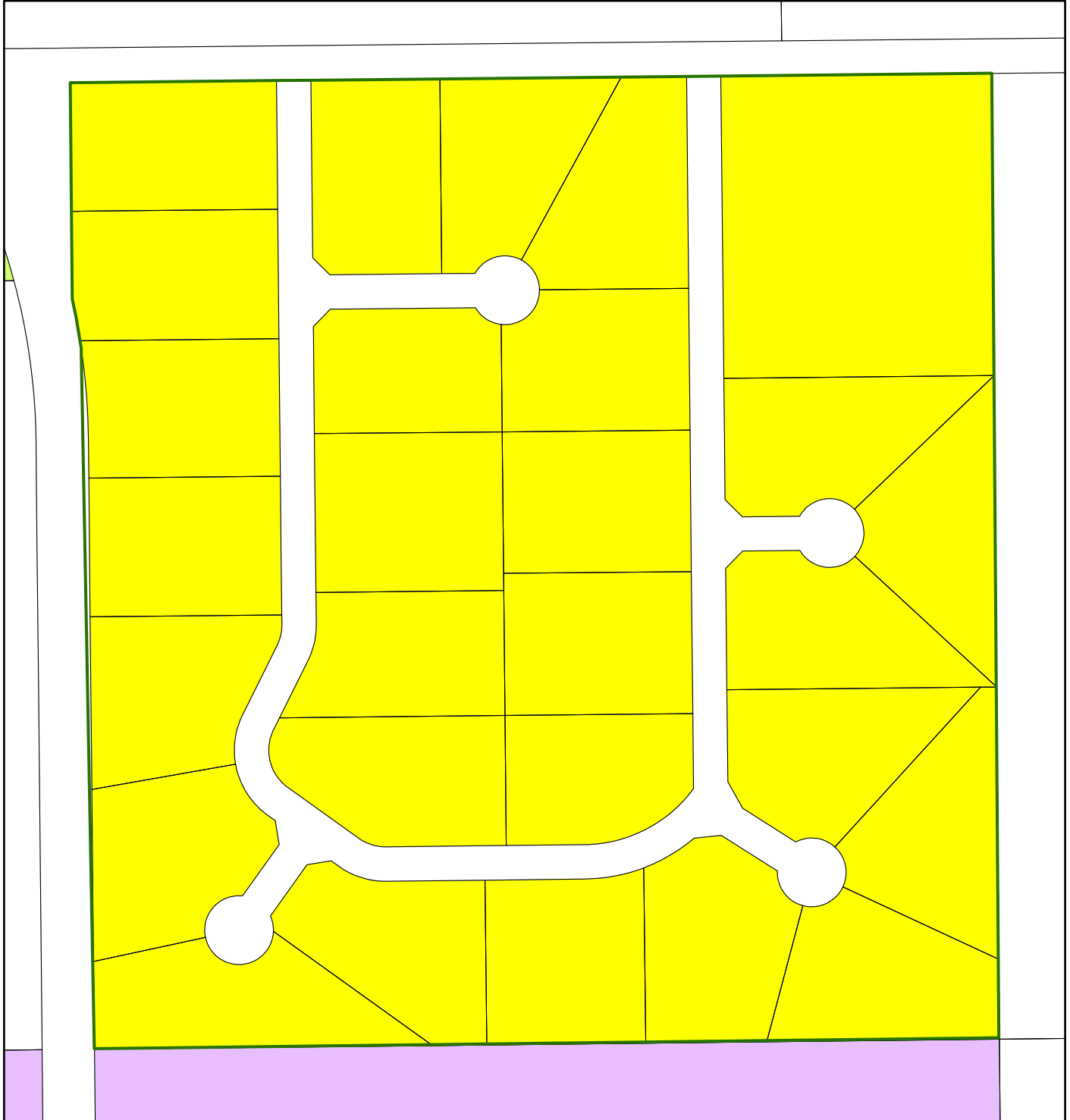
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**HORIZONVIEW ACRES**

**9.4.10**

Amended by Bylaw 20-22



## Residential Districts

- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts Other

- Agricultural
- Urban Growth

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



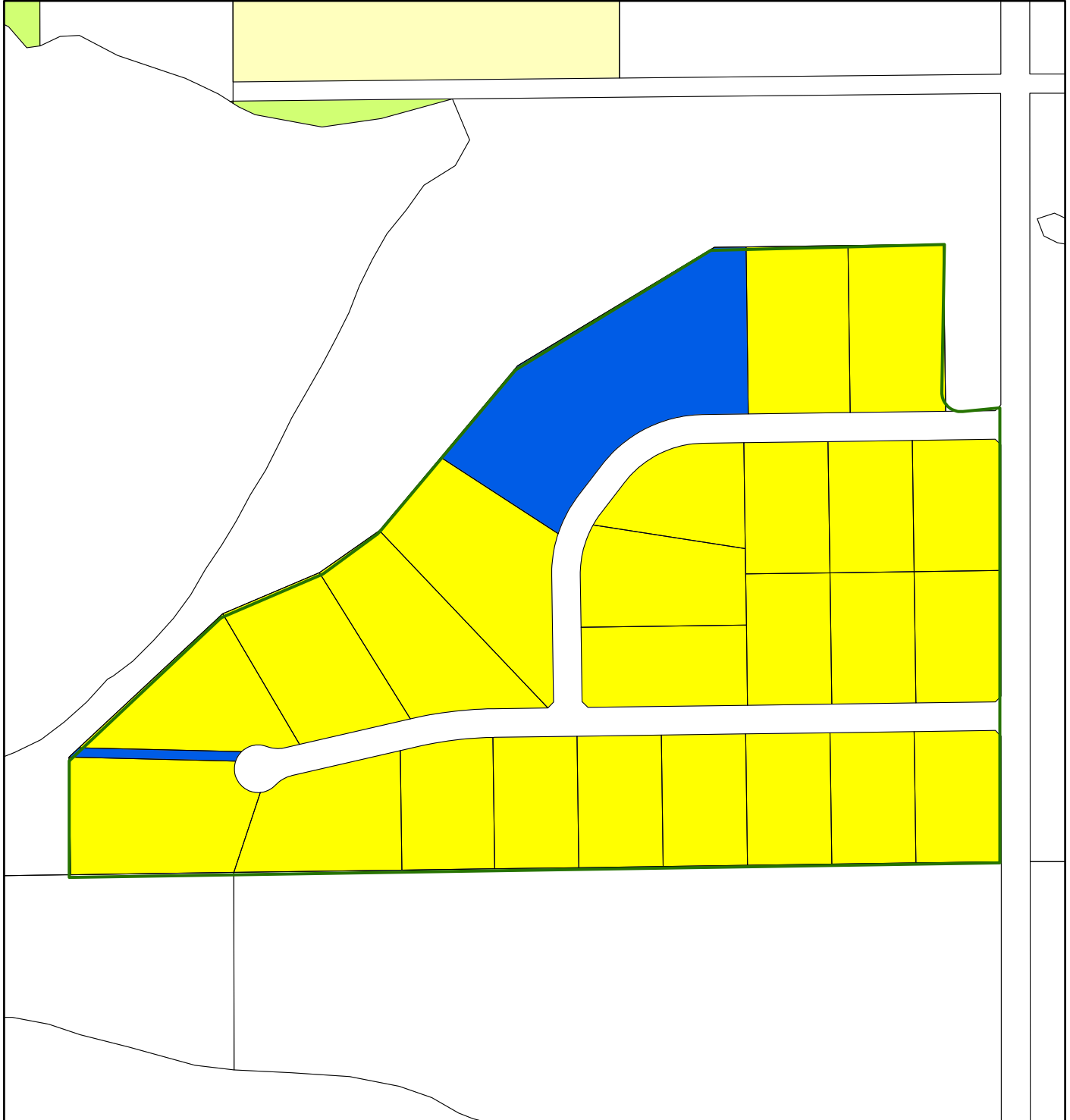
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan




**INDIAN LAKE MEADOWS**

**9.4.11**



Amended by Bylaw 20-22



## Residential Districts

-  County Residential - Agricultural
-  County Residential - Multi-Lot
-  County Residential - Single-Lot



## Non-Residential Districts

-  Agricultural
-  Reserves and Utility

## Other

-  Subdivision Boundary

## Overlays

-  Airport Vicinity Area
-  Environmentally Sensitive Area



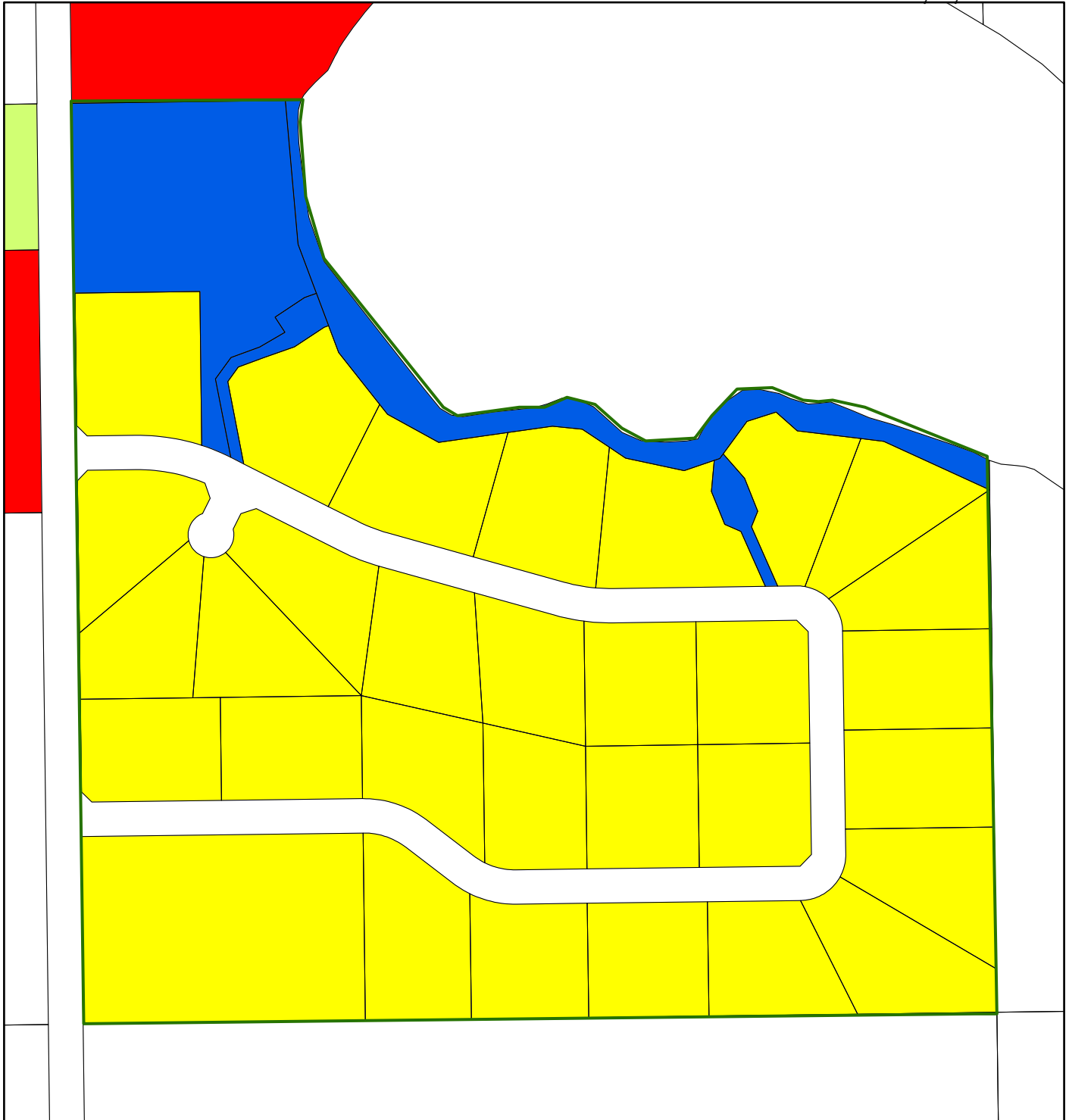
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**LAKEVIEW ACRES**

**9.4.12**

Amended by Bylaw 20-22



## Residential Districts

- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts Other

- Agricultural
- Commercial
- Reserves and Utility

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



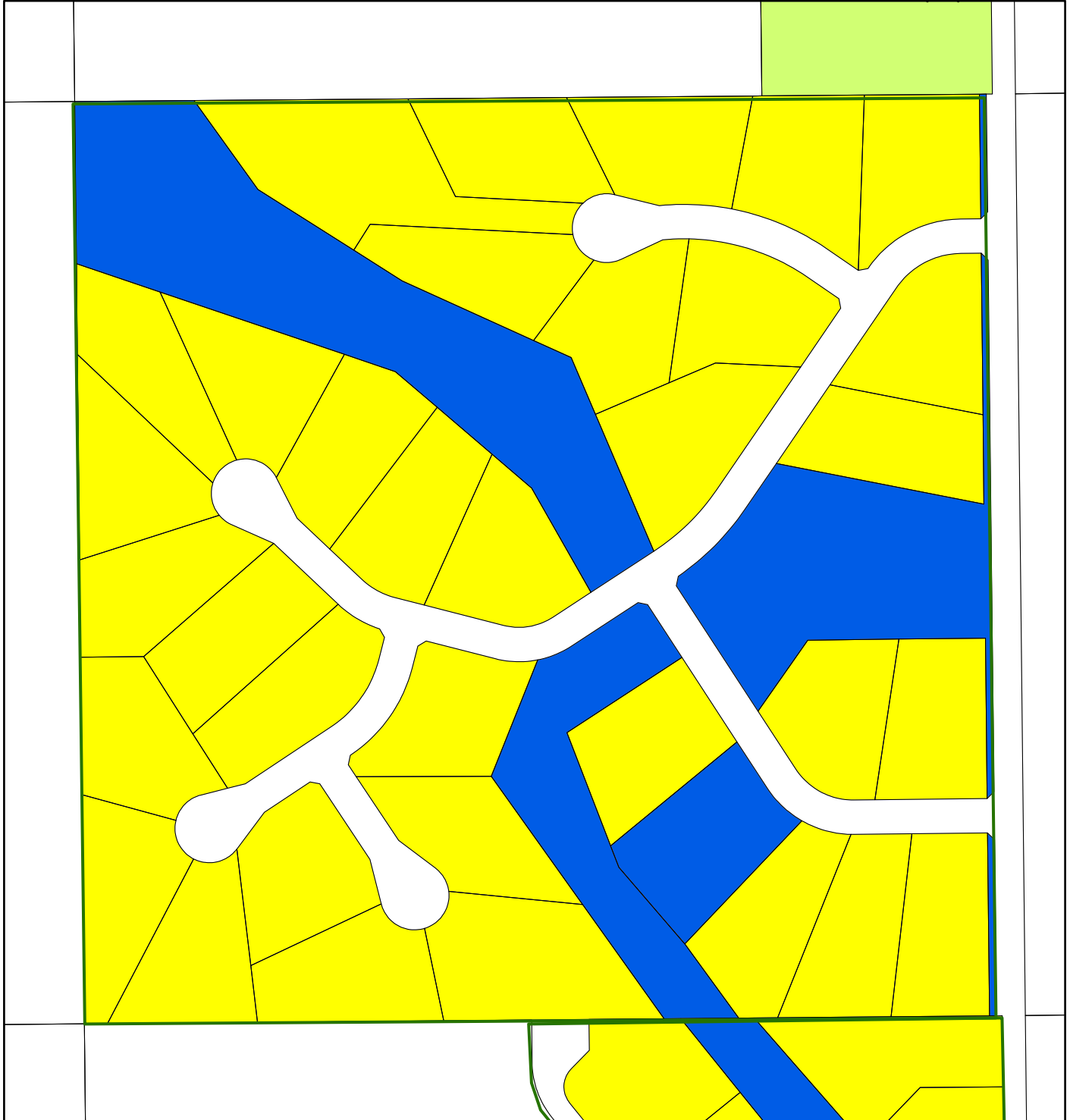
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**MORNING GOLD ESTATES**

**9.4.13**

Amended by Bylaw 20-22



## Residential Districts

- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts Other

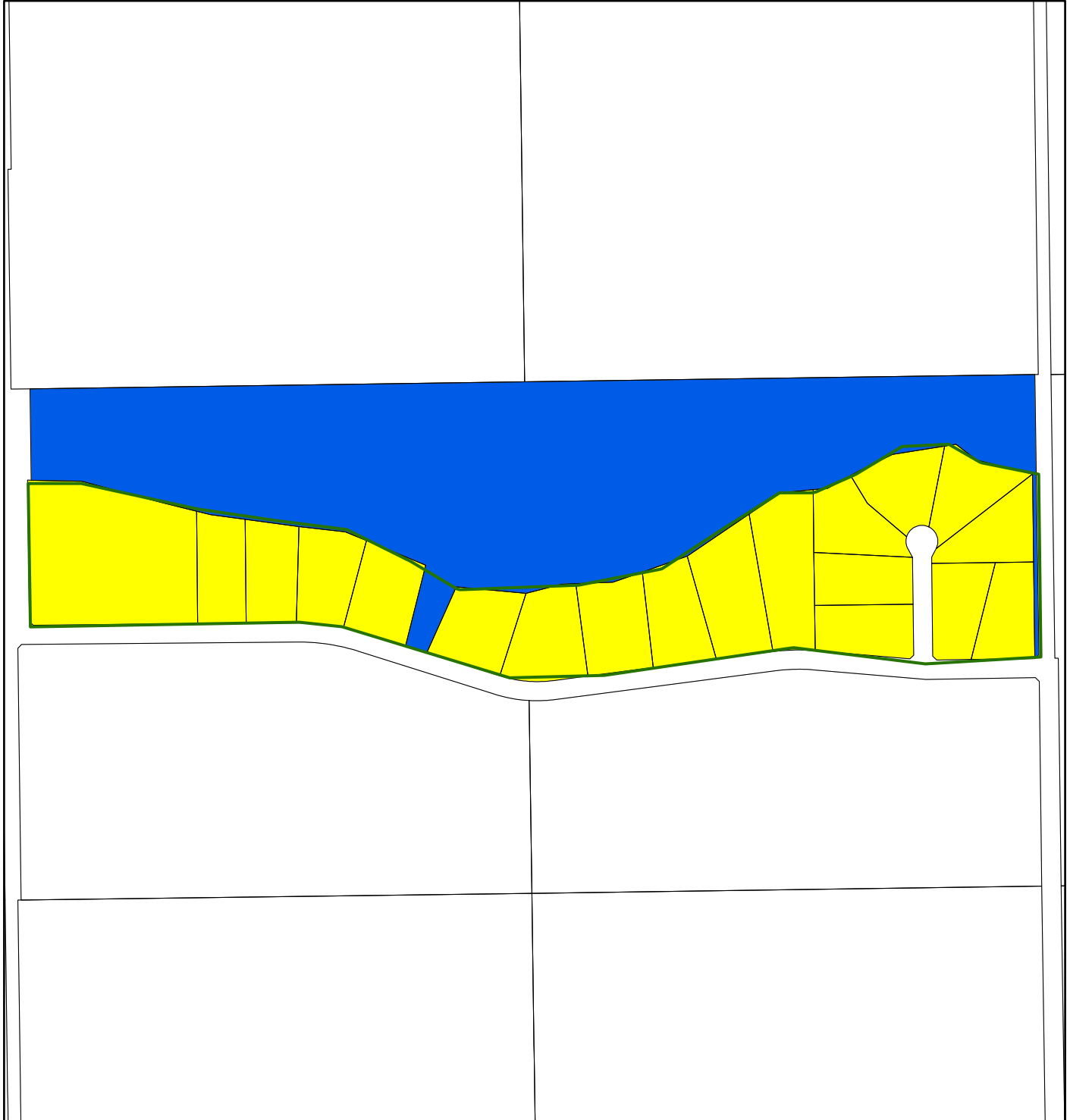
- Agricultural
- Reserves and Utility

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area





## Residential Districts

- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts

- Agricultural
- Reserves and Utility

## Other

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



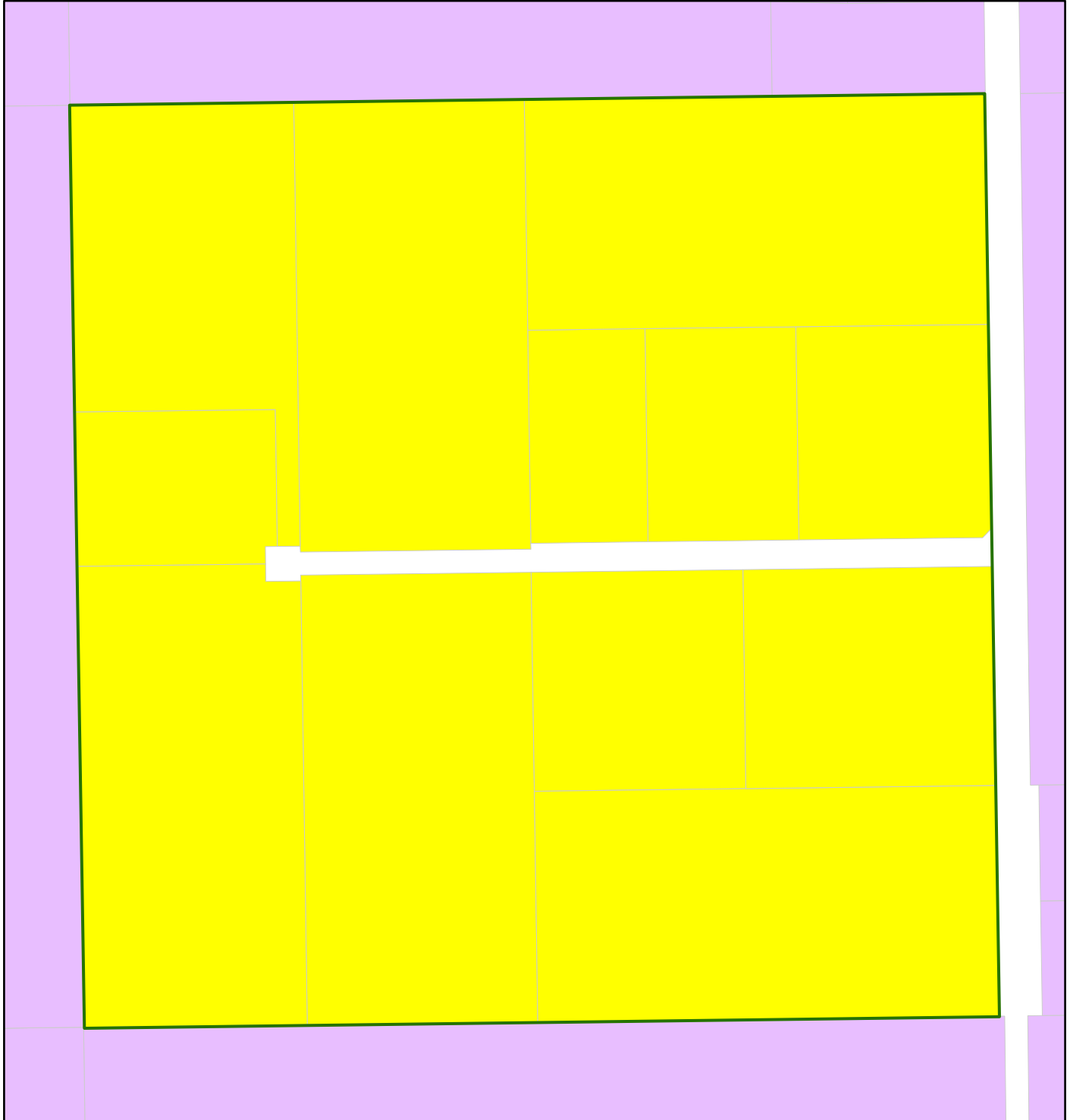
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**ROBINWOOD ACRES**

**9.4.15**


Amended by Bylaw 20-22



**Residential Districts**

 County Residential - Multi-Lot

**Non-Residential Districts Other**

 Urban Growth

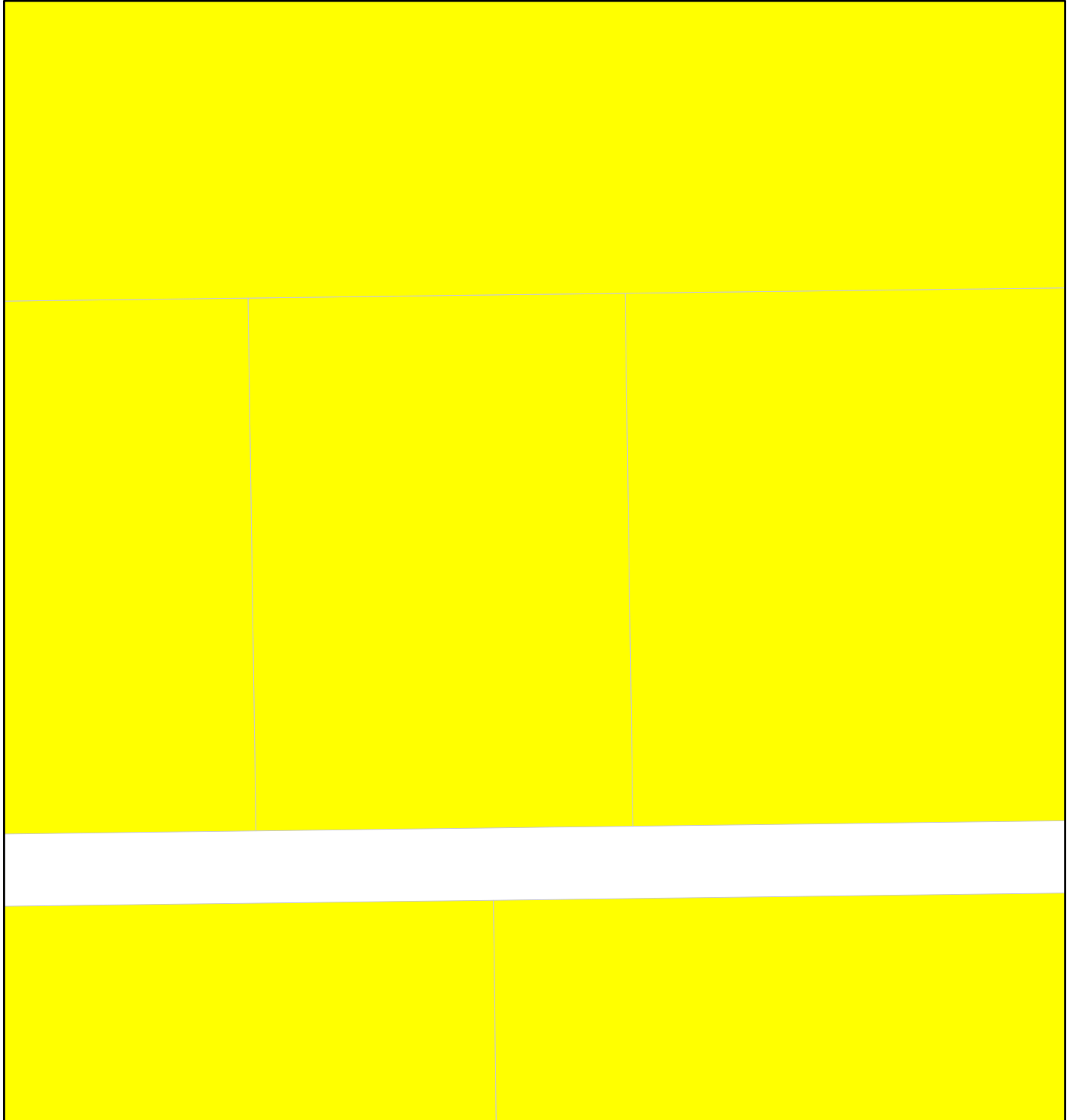
 Subdivision Boundary

**Overlays**

 Airport Vicinity Area

 Environmentally Sensitive Area





## Residential Districts

 County Residential - Multi-Lot

## Other

 Subdivision Boundary

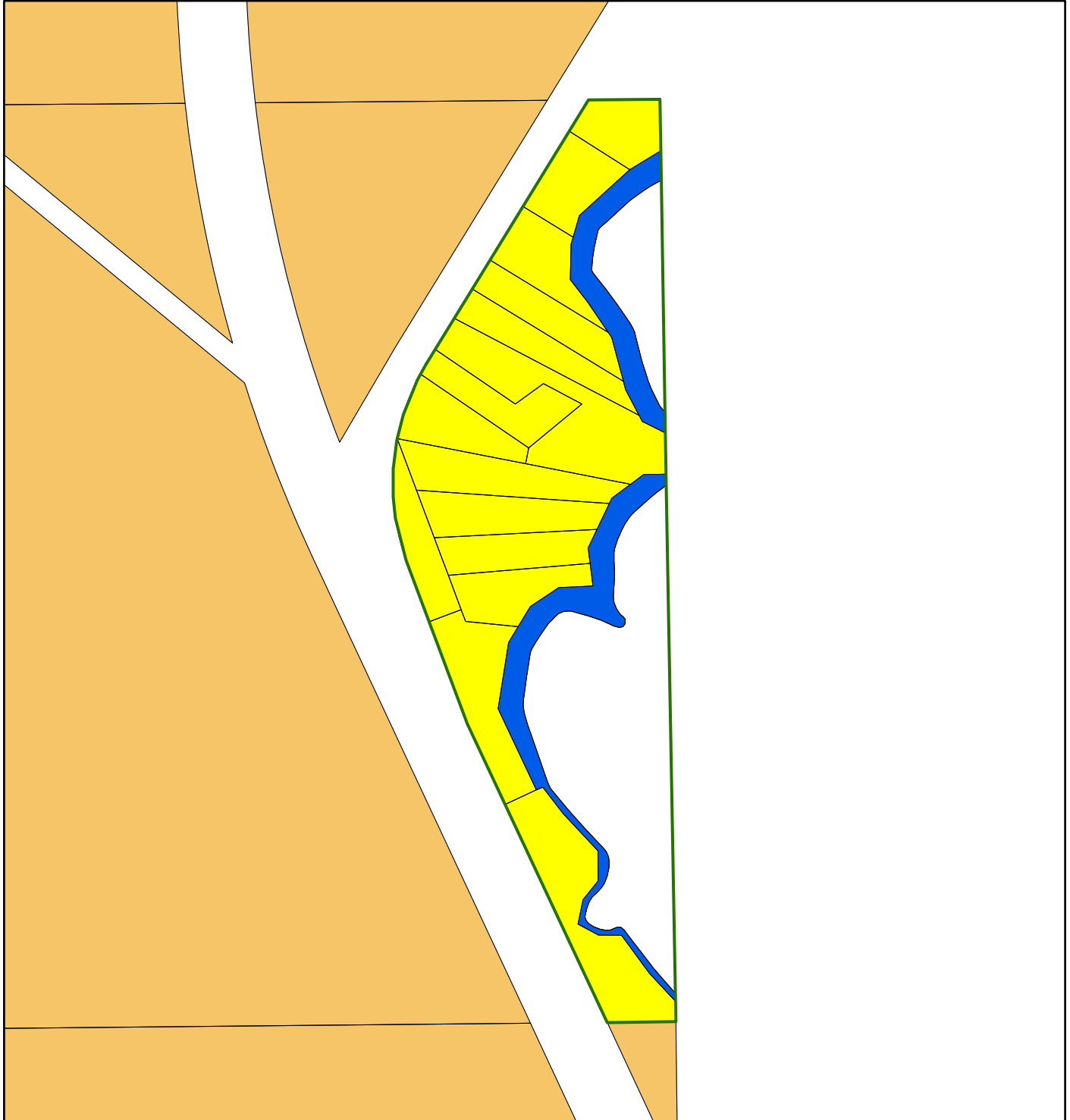
## Overlays

 Airport Vicinity Area

 Environmentally Sensitive Area







## Residential Districts


 County Residential - Multi-Lot

## Non-Residential Districts Other


 Agricultural

 Reserves and Utility

 Highway Development

 Subdivision Boundary

## Overlays

 Airport Vicinity Area

 Environmentally Sensitive Area



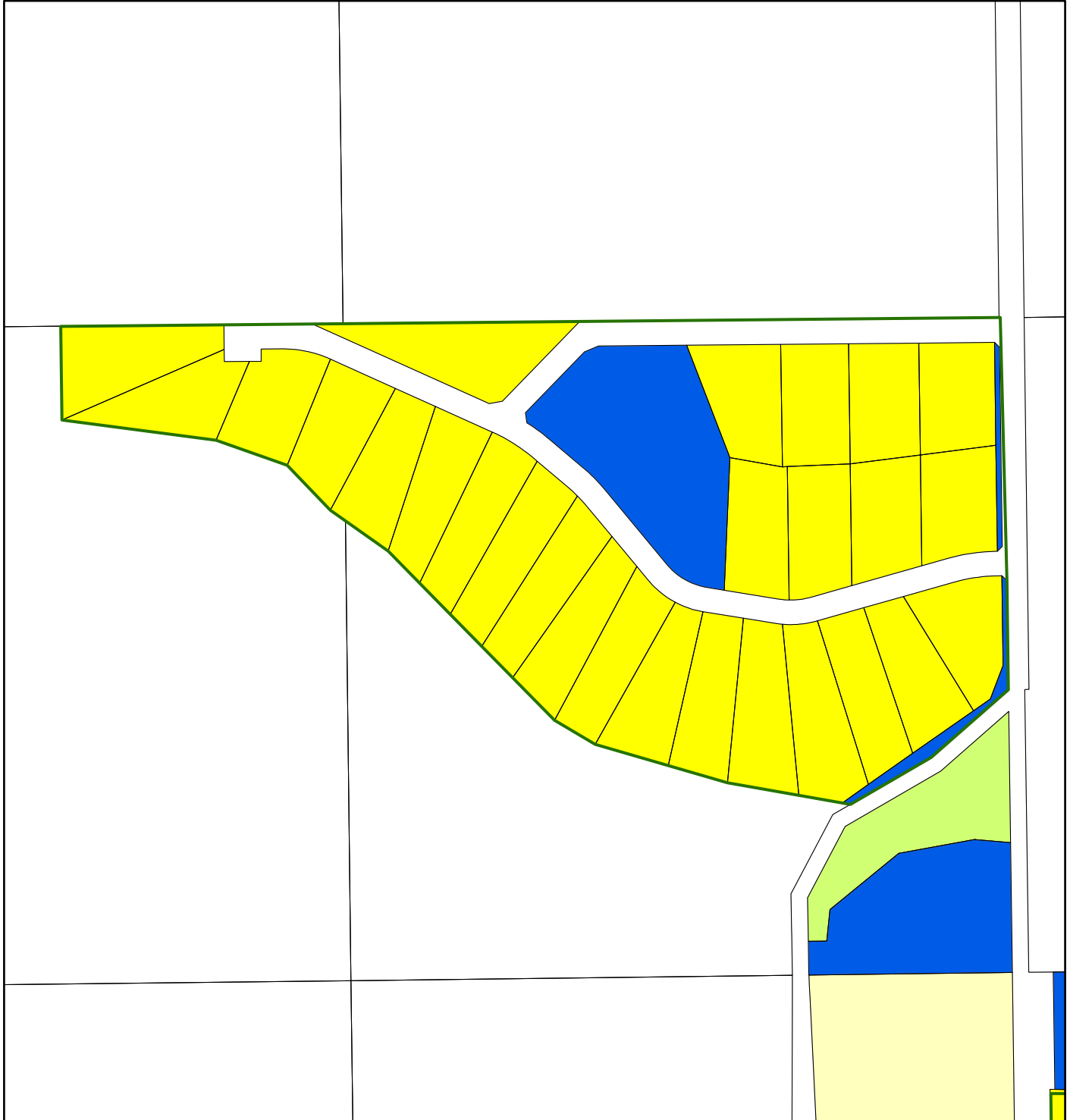
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**SILVER WILLOW ESTATES**

**9.4.18**

Amended by Bylaw 20-22



## Residential Districts

- County Residential - Agricultural
- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts

- Agricultural
- Reserves and Utility

## Other

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area



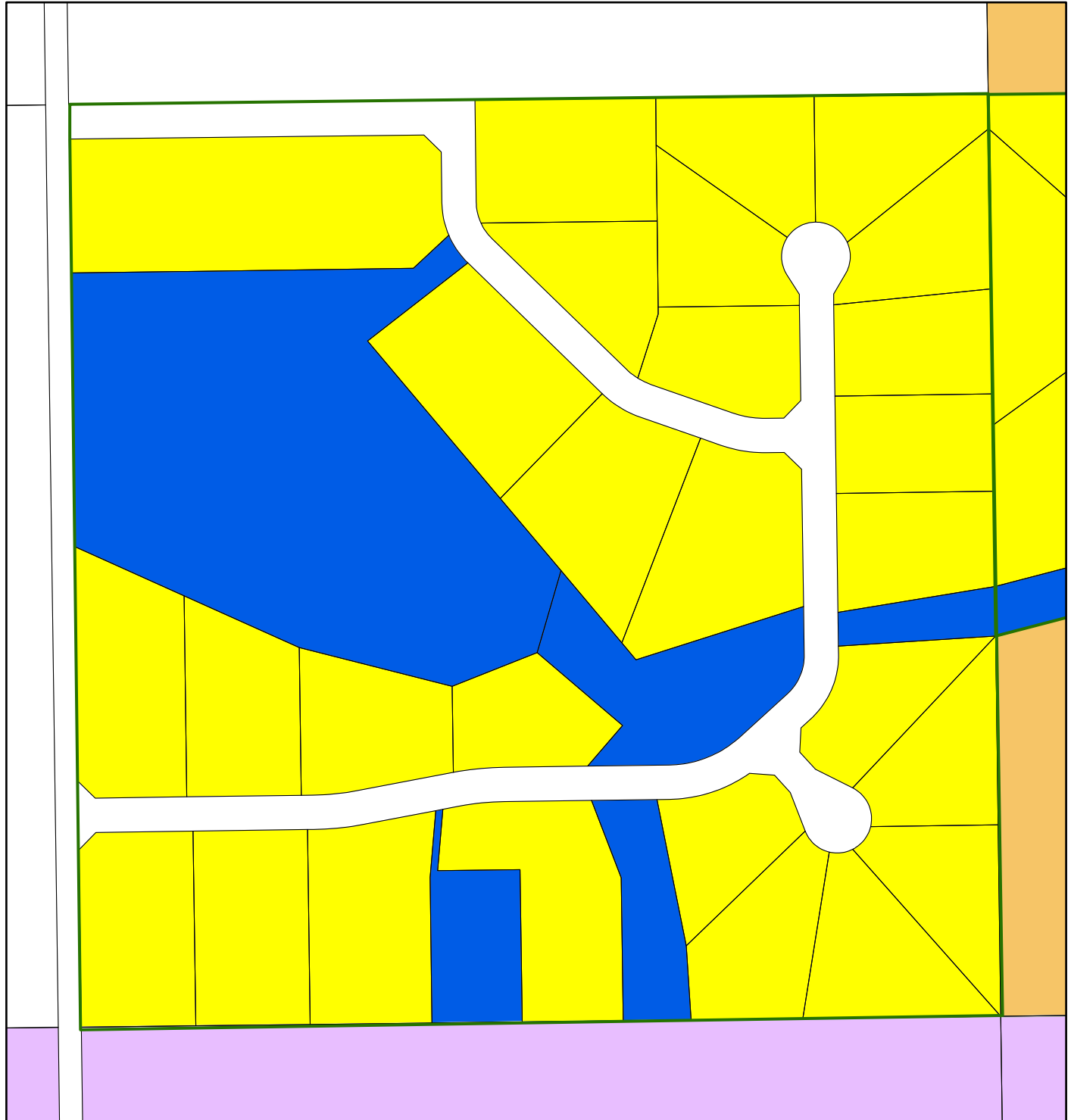
# Land Use Bylaw

Country Residential Subdivision Area Structure Plan

**WILLOW CREEK**

**9.4.19**

Amended by Bylaw 20-22



## Residential Districts


 County Residential - Multi-Lot

## Non-Residential Districts Other

 Agricultural


 Reserves and Utility


 Highway Development

 Urban Growth

 Subdivision Boundary

## Overlays

 Airport Vicinity Area

 Environmentally Sensitive Area



9.4 Residential Area Structure Plans

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9.5 Non-Residential Area Structure Plans

## 9.5 NON-RESIDENTIAL AREA STRUCTURE PLANS

9.5.1 CORRIDOR BUSINESS PARK

9.5.2 COUNTY ENERGY PARK

9.5.3 DEVONIA BUSINESS PARK

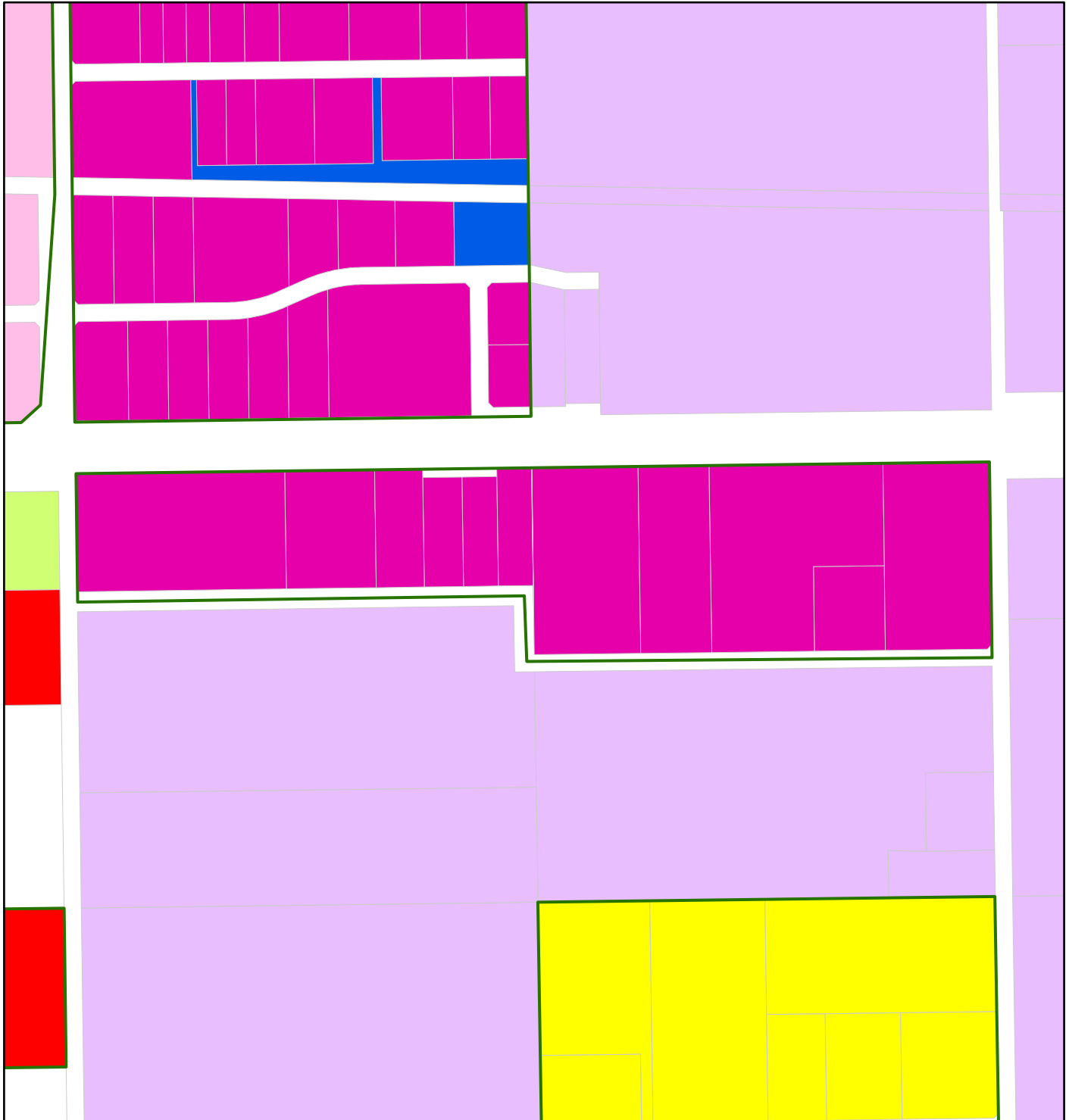
9.5.4 KAM'S INDUSTRIAL PARK

9.5.5 REINHART BUSINESS PARK

9.5.6 REINHART INDUSTRIAL PARK

*9.5 Non-Residential Area Structure Plans*

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## Residential Districts

- County Residential - Multi-Lot
- County Residential - Single-Lot

## Non-Residential Districts

- Agricultural
- Commercial
- Industrial - Light
- Industrial - Medium
- Reserves and Utility
- Urban Growth

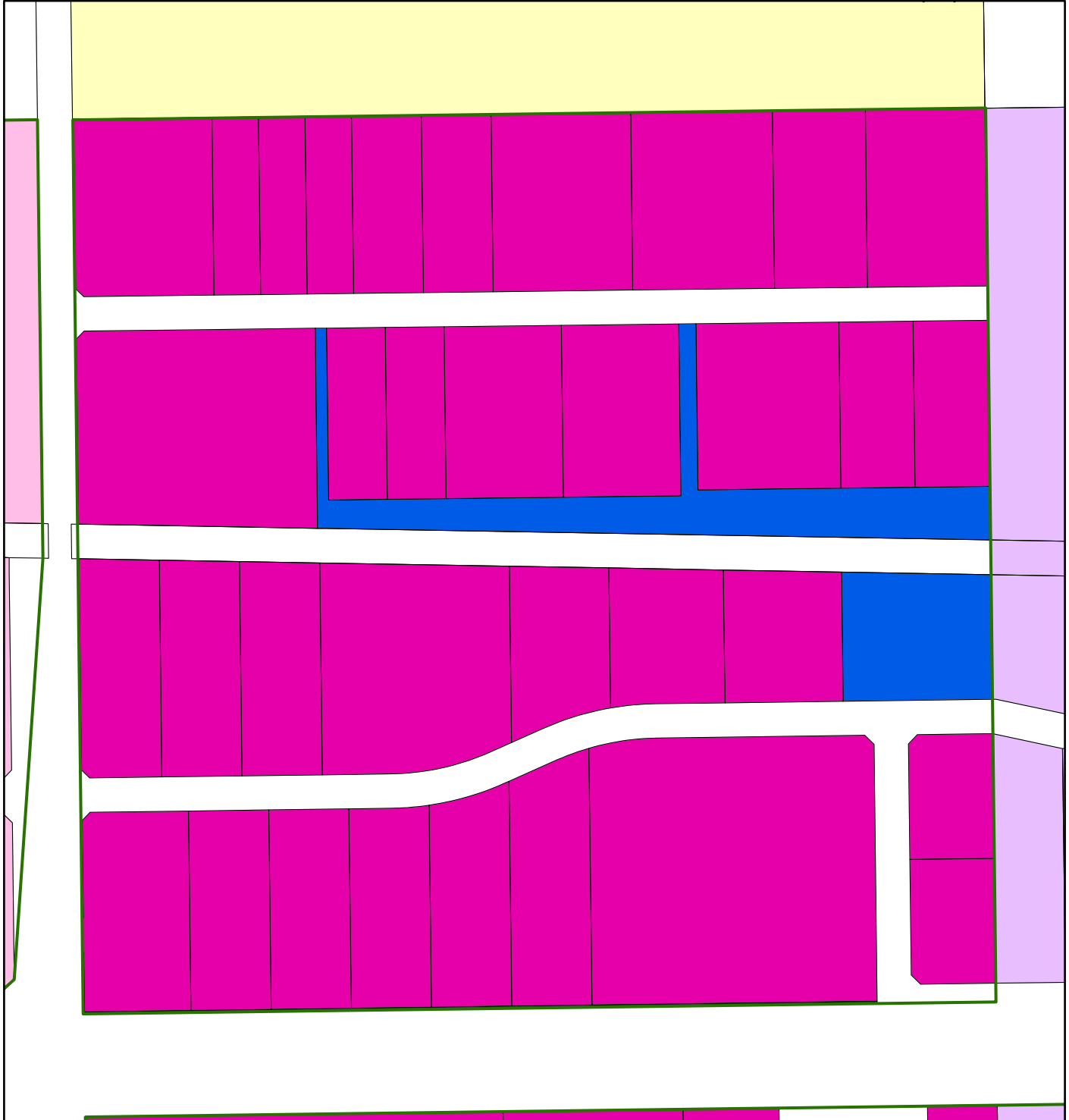
## Other

- Subdivision Boundary

## Overlays

- Airport Vicinity Area
- Environmentally Sensitive Area





## Residential Districts

- County Residential - Agricultural
- County Residential - Single-Lot

## Non-Residential Districts Other

- Agricultural
- Industrial - Light
- Industrial - Medium
- Reserves and Utility
- Urban Growth

## Overlays

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 Airport Vicinity Area
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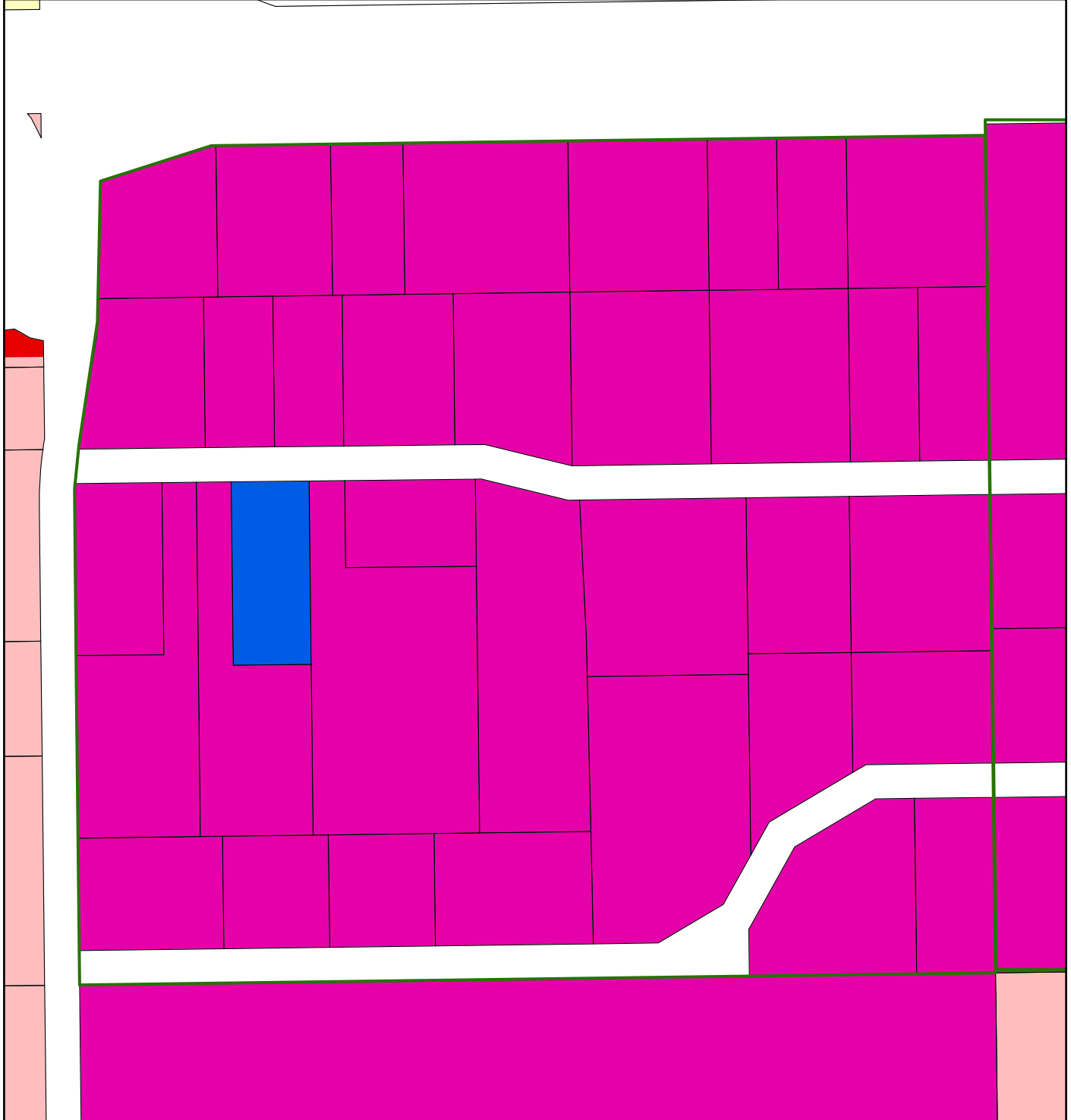
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 Environmentally Sensitive Area

Subdivision Boundary








#### Residential Districts

 County Residential - Agricultural

#### Non-Residential Districts

 Agricultural


 Business and Services

 Industrial - Medium


 Reserves and Utility

 Highway Development Special Purpose

#### Other

 Subdivision Boundary

#### Overlays

 Airport Vicinity Area

 Environmentally Sensitive Area



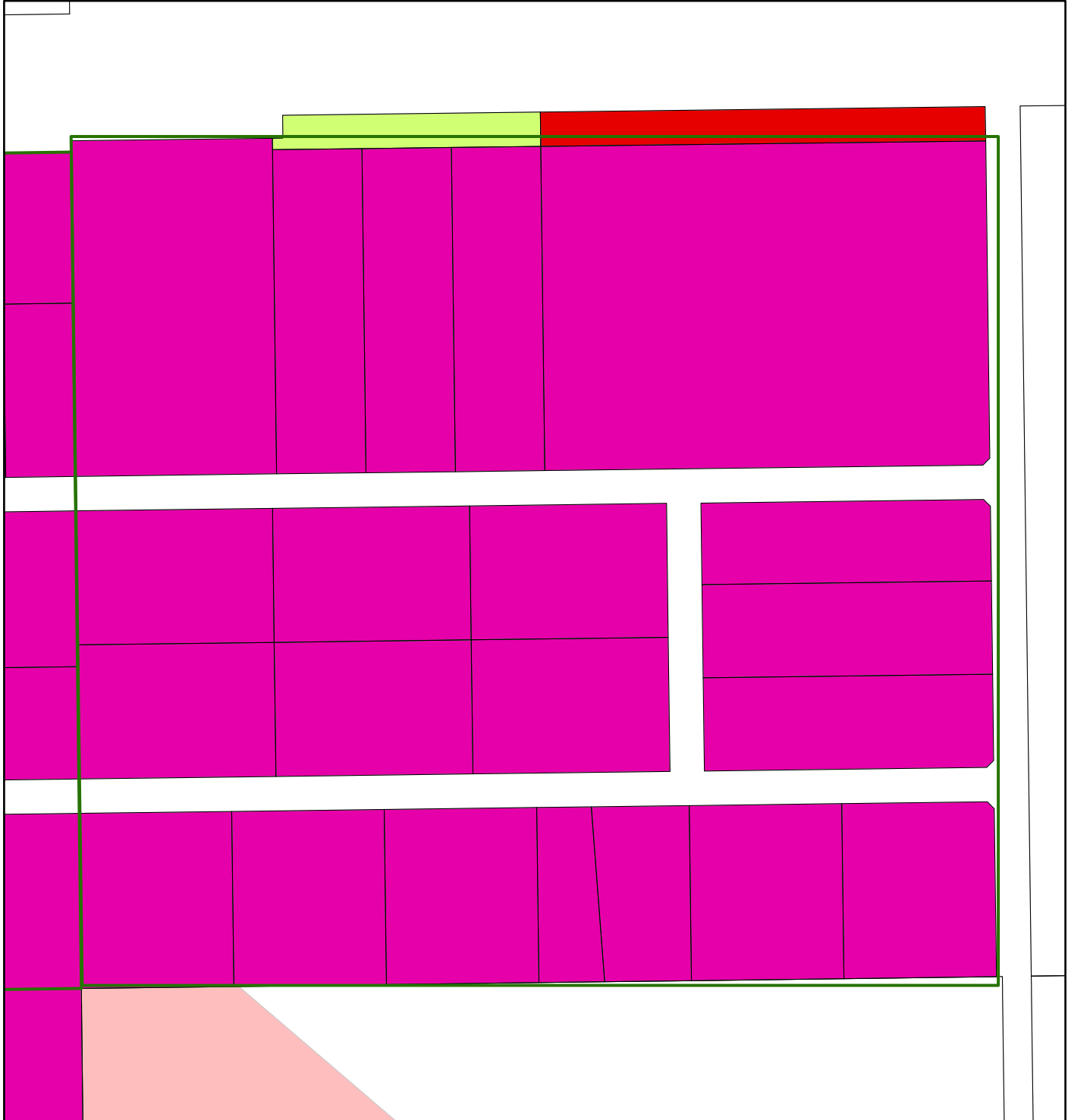
# Land Use Bylaw

Industrial Park Area Structure Plan

**KAM'S INDUSTRIAL PARK**

**9.5.4**

Amended by Bylaw 20-22



## Residential Districts

 County Residential - Single-Lot

## Non-Residential Districts


 Agricultural

 Business and Services


 Industrial - Medium


 Highway Development Special Purpose

## Other

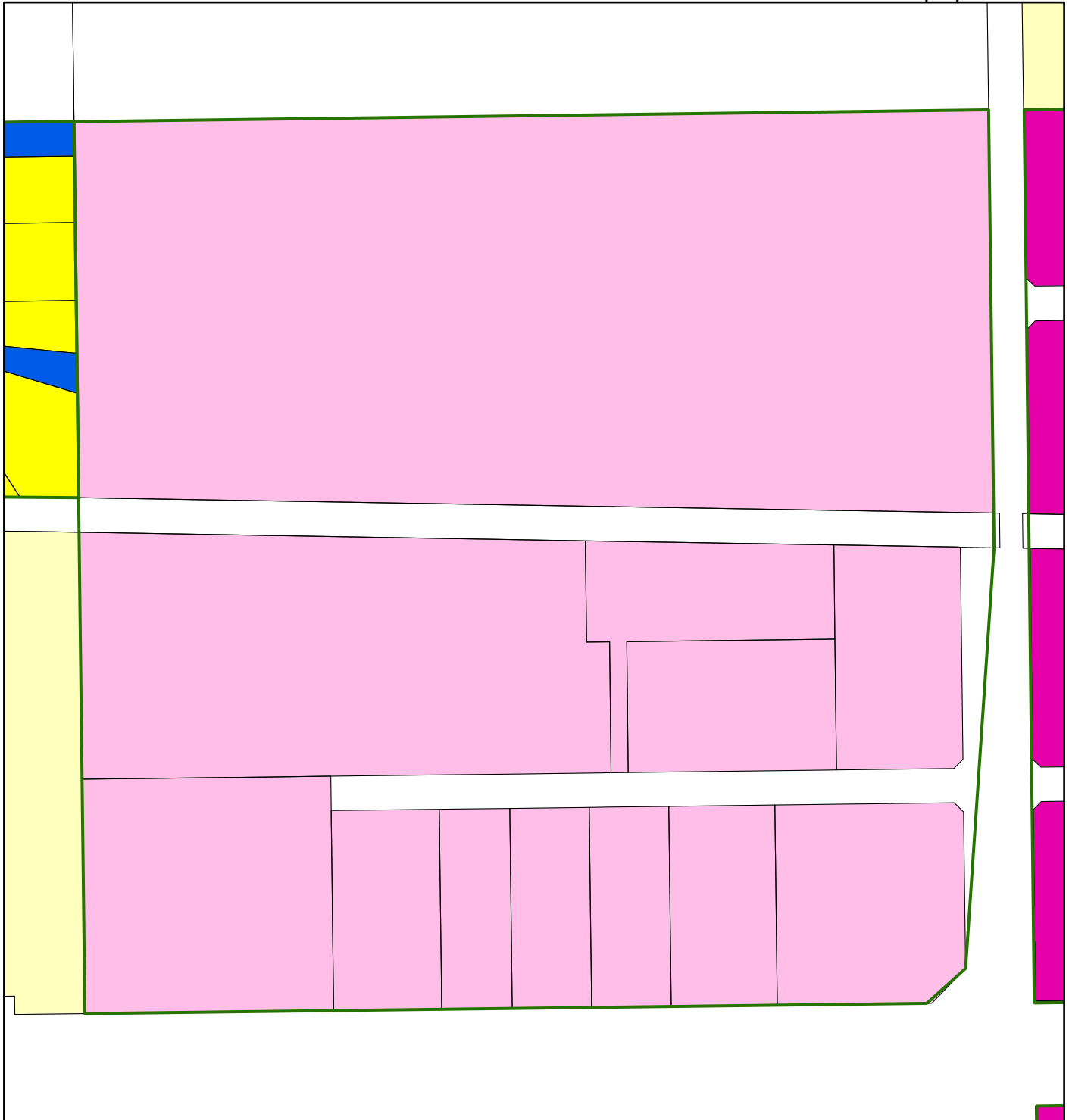
 Subdivision Boundary

## Overlays



 Airport Vicinity Area

 Environmentally Sensitive Area






## Residential Districts



-  County Residential - Agricultural
-  County Residential - Multi-Lot

## Non-Residential Districts Other

-  Agricultural
-  Industrial - Light
-  Industrial - Medium
-  Reserves and Utility

-  Subdivision Boundary

## Overlays

-  Airport Vicinity Area
-  Environmentally Sensitive Area



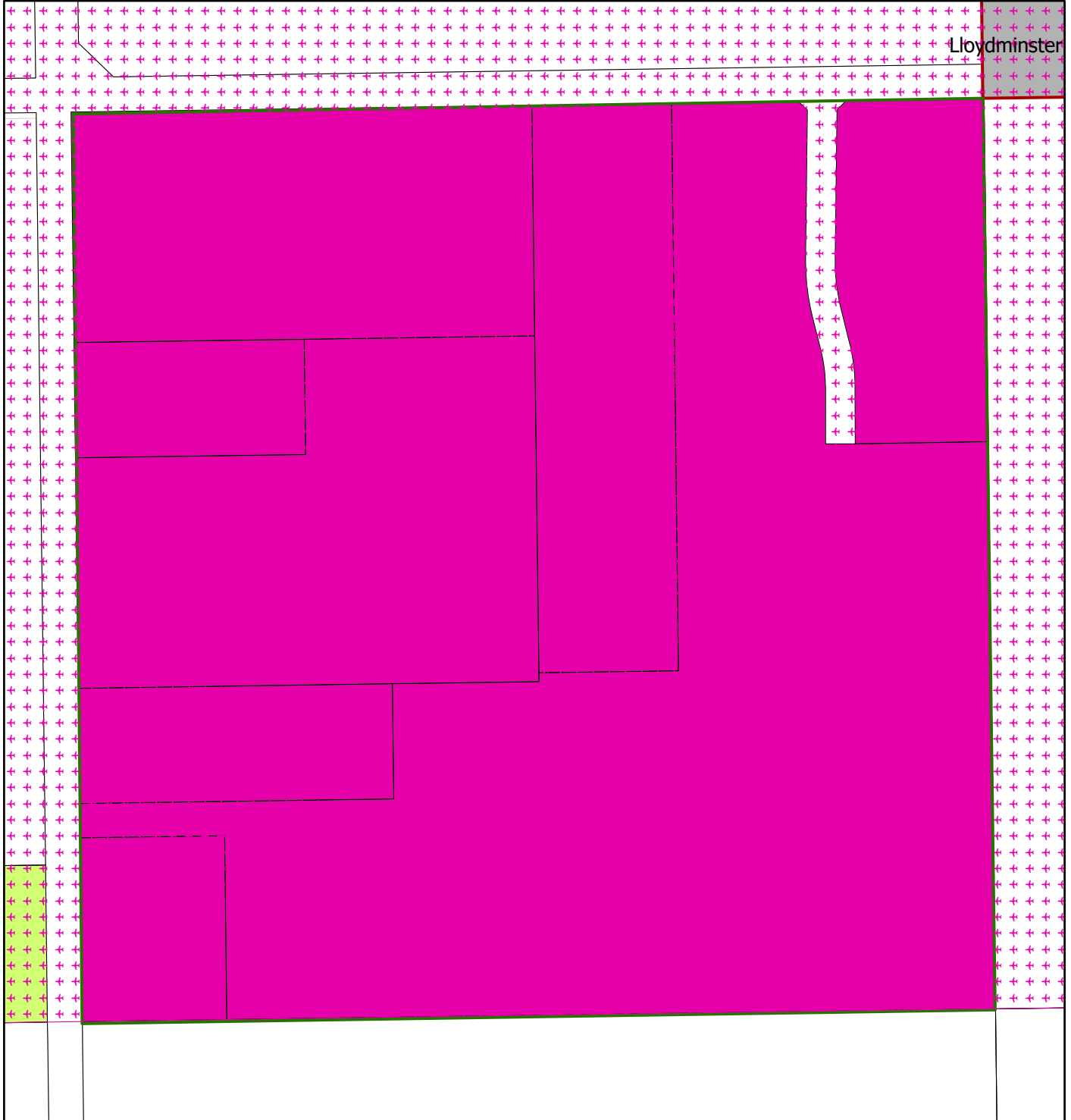
# Land Use Bylaw

Industrial Park Area Structure Plan


**REINHART INDUSTRIAL PARK**

**9.5.6**

Amended by Bylaw 20-22



## Residential Districts

 County Residential - Single-Lot

## Non-Residential Districts Other


 Agricultural


 Industrial - Medium

 Subdivision Boundary

 Other Municipality

## Overlays

 Airport Vicinity Area

 Environmentally Sensitive Area



9.6 Site Development Plans

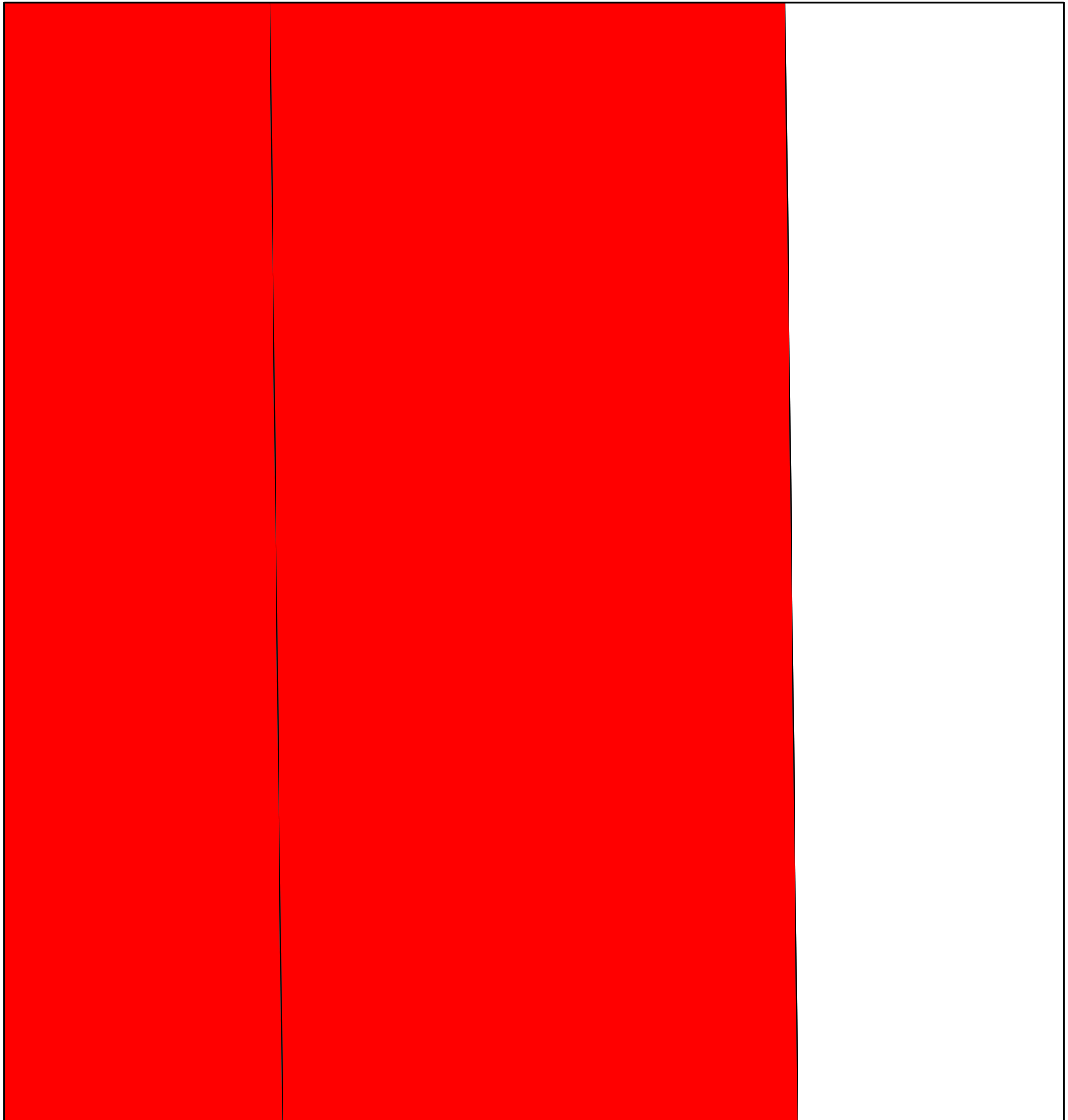
## 9.6 SITE DEVELOPMENT PLANS

### 9.6.1 RAU SITE DEVELOPMENT PLAN

### 9.6.2 RESERVED

9.6 Site Development Plans

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## Non-Residential Districts    Overlays



Agricultural



Commercial



Airport Vicinity Area



Environmentally Sensitive Area



<b>POLICY #:</b>	<b>PD 007</b>	<b>POLICY TITLE:</b>	<b>SUSTAINABLE PLANNING AND DEVELOPMENT REQUIREMENTS</b>
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<b>APPROVAL DATE AND MOTION:</b>	December 11, 2012 (24-12-12)	<b>CROSS- REFERENCE:</b>	
<b>RESPONSIBILITY:</b>	Planning & Community Services Department	<b>APPENDICES:</b>	
<b>APPROVER:</b>	Council	<b>EFFECTIVE DATE:</b>	
<b>REVISION DATE(S)/ MOTION #:</b>	July 28, 2015 (27-07- 15); February 2022 (2022-02-72)	<b>NEXT REVIEW DATE:</b>	

## 1. DEFINITIONS

- 1.a. **Council** means the County of Vermilion River Council.
- 1.b. **Agent** means a representative lawfully entitled to make decisions, enter agreements, signing-off, and/or securing works and actions related to the subdivision of a property or a development project on behalf of the owner or developer, respectively.
- 1.c. **Applicant** means the agent submitting an application for subdivision or development of land or property.
- 1.d. **Area Structure Plan (ASP)** means a subdivision and/or development of more than four (4) parcels per quarter, as per County of Vermilion River Municipal Development Plan, regardless of location in the County. ASPs are documents that are approved by Council as bylaws (statutory document) to provide a framework for the development of lands for residential, business, commercial, and industrial purposes. They ensure that development is conducted in a manner that is consistent with the goals, objectives, and policies of the County. ASPs are prepared in accordance with the *Municipal Government Act*, Subdivision and Development Regulation, and the County's Municipal Development Plan (MDP).



- 1.e. **Developer** means an owner, agent or any person, firm or company required to obtain or having obtained a development permit to build on or improve on land or property.
- 1.f. **Development Agreement** means an agreement with the County pursuant to the *Municipal Government Act*. To ensure compliance with the conditions in this agreement, the County may be protected by caveat registered in favor of the County. The agreement will include any and all provisions determined necessary by the Development Authority.
- 1.g. **Policy Framework** means those applicable Municipal, Provincial and Federal Bylaws, Acts and Regulations to consider regarding subdivision and development within the County.
- 1.h. **Multi-lot** shall mean a subdivision or development that will create five (5) or more parcels on a quarter section, as per County of Vermilion River Municipal Development Plan, regardless of location in the County.
- 1.i. **Site Plan** means essentially a drafted view of the proposed area of construction, identifying all pertinent adjacent landscaping, bodies of water, roads, and buildings, and may also locate or identify features that may affect construction, such as rights-of-way, buried utilities, or soil conditions.
- 1.j. **Site Development Plan** means a plan specifically focused on one area (non-statutory document) within an established Area Structure Plan.
- 1.k. **Schematic Drawings** means the drafted documents that establish the general scope, scale, and relationships among the components of the project, the placing of the proposed building on the building site, along with the various necessary site improvements such as landscaping, walkways, roads, utilities connections, and service drives.

## 2. POLICY STATEMENT

- 2.a. The County of Vermilion River continues experiencing an increased amount of development within the Municipality. As development pressures intensify, the need for an approval and finalization process that is more up-to-date and thorough, concerning both subdivision and development permit applications, has become evident. PD 007 intends to address this need by providing the County the

guidelines for the creation of a checklist for the minimum requirements for larger developments and/or subdivisions (ASPs/SDPs) within the County of Vermilion River. The checklist created, from here on referred to as "Schedule 'A'", is intended to be a stand-alone, living document. Schedule 'A' shall be used as an example for this Policy and may be updated from time to time by Administration to assure that the most current practices are being followed.

- 2.b. Adopting Policy PD 007 will ensure that the County receives a complete package of information, which contains all relevant and up-to-date documentation with concise and usable information. The responsibility for the organization and submission of information is that of the applicant.

### 3. OBJECTIVE

- 3.a. Provide the applicant(s) with the information requirements necessary to allow consideration and timely decision-making by Administration and/or Council regarding subdivision and development applications .
- 3.b. Provide clarity regarding the applicants' responsibilities concerning subdivision and development within the County.
- 3.c. Provide a greater level of detail in prediction of possible costs associated with the development and/or subdivision.
- 3.d. To provide the adjacent or otherwise impacted properties of information considered at the time of development and/or subdivision.
- 3.e. Provide a framework for applicants regarding:
  - 3.e.i. Responsibilities;
  - 3.e.ii. Possible costs (e.g., roadwork, drainage); and
  - 3.e.iii. Applicable Municipal, Provincial and Federal Bylaws, Acts and Regulations to consider regarding subdivision and development within the County.

### 4. GUIDING PRINCIPLES

- 4.a. The minimum information required for submission from all applicants to the County of Vermilion River shall be, but not limited to, the information identified under section 5 of this Policy. Furthermore,

the Planning and Community Services Department may require that a checklist be filled out, which shall be approved by the Director of Planning & Community Services.

- 4.b. The developer remains accountable for ensuring the design and construction of infrastructure addresses the specific needs of the site and integration to existing infrastructure. The County of Vermilion River shall require a final package of the minimum information prior to deeming the submissions as “complete” and providing consideration of the proposal.
- 4.c. The current version of all referenced Acts, Policies, Regulations or Bylaws shall constitute the Policy Framework applicable for development within the County of Vermilion River.
- 4.d. An ASP will be required if a proposal is more than four (4) parcels per quarter that are clustered and using a common access road, regardless of location in the County.
- 4.e. A Redesignation Bylaw will be processed in conjunction with the ASP Bylaw if it is needed.
- 4.f. The submittal of a completed Schedule ‘A’ will be required as part of the following type of development and/or subdivision applications:
  - 4.f.i. Area Structure Plans;
  - 4.f.ii. Single-lot Business, Commercial and/or Industrial Subdivision; and
  - 4.f.iii. Business, Commercial, and/or Industrial Development Application;
- 4.g. **Schedule ‘A’ Required Items:**
  - 4.g.i. The following is an outline of the minimum requirements contained in Schedule ‘A’. Please note that this document may be periodically updated in order to ensure that the most current practices are in place. When referring to Schedule ‘A’, be sure it is the most current version.
    - 1. A preliminary meeting with Planning and Community Services
    - 2. Right of ownership and authorization to contact
    - 3. Titles and covenants
    - 4. Land Use and policy compliance statement
    - 5. Justification of variances requested, if any

6. Abandoned wells information
  7. Declaration of developers' agents' scope of work
  8. Fees and costs
  9. Site plans
  10. Schematic drawings
  11. Utility plans
  12. Site stormwater management plans
  13. Site grading plans
  14. Landscaping plans
  15. Signage
  16. Development agreement
  17. Other supporting information depending on site conditions
- 4.h. The County will establish minimum standards for roads, drainage, engineered studies and information that will be required, which may be amended from time to time.
- 4.i. Development charges will be based on the work required to develop the parcel and adjacent infrastructure.
- 4.j. The Developer may be responsible for widening, upgrades and /or completion of all required roadwork and infrastructure located beyond the development's property line to the satisfaction of County Standards.
- 4.k. All widening, upgrades, and/or completion of roadwork as a condition of subdivision and/or development approval that the County may require are subject to the provisions established in PD 003 and the sole responsibility of the Developer.
- 4.l. **Implementation of the Area Structure Plan (ASP) or Site Development Plan (SDP)**
- 4.l.i. As a condition of the subdivision, the Developer will be required to enter into a "Development Agreement" as per Part 17 of the *Municipal Government Act* in order to deal with any commitments and the implementation of the ASP including:

1. The Developer will acknowledge the internal and external adjacent road work(s) and surface criteria that the County has established and that this will require an irremovable letter of credit, as set out in Policy AD 021, with a cost escalation clause to guarantee the work is completed to the County Standards and satisfaction with the requirement that:
  - a. The Developer must achieve the ultimate standard and surfacing before the County will sign off on any road – surfacing to be completed upon 80% development or two (2) years, whichever is sooner.
  - b. Internal road surfacing must extend into approaches for each parcel to the property line.
  - c. A corner parcel may affect two (2) adjacent roads.
  - d. A central parcel may affect one (1) adjacent road and other landowners.
  - e. A three (3) year warranty from the date of acceptance by the County on all surfacing and underground work as per Policy AD 021.
2. The Developer will acknowledge that they may impinge on a road that is not adjacent but provides access and may require an offsite levy requirement.
3. The County accepts that phasing can impact when road surfacing will be required:
  - a. If a phase is 80% developed within two (2) years, whichever is sooner, and will be turned over to the County for maintenance even though other phases are not complete.
  - b. Should road maintenance of phasing required travel through undeveloped phases, then road surfacing may be required prior to the phase being completed.
4. The County will not accept lots within the subdivision as collateral for the Development Agreement.
5. The Developer will acknowledge that the development will be carried out as approved. Modifications or amendments that, under the determination of the

Development Authority, constitute a major change to the approved ASP/SDP will require a new application and Schedule 'A' to be presented. New assessments might need to be conducted.

## 5. ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE(S) OF PERSON RESPONSIBLE
<b>HANDLING INQUIRIES</b>	Director of Planning & Community Services
<b>MONITORING REVIEWS AND REVISIONS</b>	Director of Planning & Community Services in conjunction with the Executive Assistant
<b>IMPLEMENTING POLICY</b>	Council
<b>COMMUNICATING POLICY</b>	Chief Administrative Officer
<b>INTERNAL STAKEHOLDERS</b>	Administration / Council
<b>EXTERNAL STAKEHOLDERS</b>	Developers

# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

## A CHECKLIST FOR SUSTAINABLE LAND SUBDIVISION AND DEVELOPMENT STANDARDS IN THE COUNTY OF VERMILION RIVER

**THE SUBMITTAL OF A COMPLETED CHECKLIST WILL BE REQUIRED AS PART OF THE FOLLOWING TYPE OF  
DEVELOPMENT AND/OR SUBDIVISION PROPOSALS:**

***Multi-lot/Multi-unit Residential, Commercial, Industrial Subdivision and/or Development  
Single-lot Residential, Commercial, Industrial Subdivision and/or Development***

In conjunction with the application form, as required, this checklist contains instructions for submitting a complete Area Structure Plan (ASP) package for residential/commercial/industrial use. You must submit all required supplemental documents listed on the attached checklist or your application package cannot be accepted. If you have questions regarding the need for location-specific information that may be applicable to your project, please review the County of Vermilion River Municipal Development Plan (MDP) and Land Use Bylaw (LUB), available at: <https://www.vermilion-river.com/your-county/bylaws-and-policies>. You should discuss your land use district and land use(s) with the Planning & Community Services staff prior to submitting an application.

All of the information in this checklist is necessary to facilitate the evaluation and timely decision on your application. We encourage applicants to schedule a pre-application meeting with a Development Officer to ensure that your application package contains the required information. The Development Officer will place a checkmark (☑) next to each item you are required to submit with your application.

To facilitate evaluation, all materials submitted must be clear, legible and precise. Accurate and legible drawings are required (rough sketches are not acceptable) in order to ensure that your application is processed accurately and in a timely manner.

The County of Vermilion River shall require a final package with the necessary items check marked (☑) in this document in order to deem an application complete and proceed to evaluate it. All plans/drawings and reports must be prepared consistent with professional drafting and engineering standards as outlined in the County of Vermilion River General Municipal Servicing Standards (GMSS).

### IMPORTANT NOTICE:

**An Area Structure Plan (ASP) application will only be processed when it is completed in its entirety. In order for the application to be considered complete, it must include the required items check marked (☑) below AND any applicable additional information requested by a Development Officer before or during the process of reviewing your application. All required information must be attached to the application form in one package.**

### INCOMPLETE APPLICATIONS MAY BE RETURNED OR EXPERIENCE DELAYS

**Note: The process of adopting an Area Structure Plan (ASP) is done by Bylaw through Council as set out in the *Municipal Government Act*, Section 692. Once all required information is submitted to the satisfaction of the Development Authority, the application may be deemed complete. To facilitate the review process, all materials check marked (☑) below when submitted must be clear, legible and precise.**



# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

**REQUIRED ITEMS:** (Applicant: Please check off (☑) each item to verify that you have included the required information)

Documents and drawings submitted with an application shall be legible. All drawings **MUST** be submitted to the County in **digital** format. If colors are used, please ensure that all map and graphic information is readable in both color and black & white

- ☐ Pre-Application Meeting
- ☐ Application Form & Fee(s) as described in County of Vermilion River Fee Bylaw
- ☐ Certificate of Title (Planning department can obtain one for you for an additional fee)
- ☐ Abandoned Wells Statement (<https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>)
- ☐ Road Allowance Upgrade Statement
- ☐ Rural Address Application & Fee(s)
- ☐ **Declaration of Developers' Agents**  
(indicate scope of work, which may include Alberta Land Surveyor, Planner, Architect, Engineer(s), civil transport, etc.)
- ☐ **Area Structure Plan**  
(include a description of the development proposal and associated policies, addressing the following)
- ☐ **Detailed explanation of how the site will accommodate the proposed use(s), including:**
  - ☐ Introductory remarks to provide a background on the location and intent of the ASP, acknowledgement of the ASP as a statutory plan, current zoning, ownership and size of the parcel(s) proposed for development
  - ☐ Proposed use(s). Please review the County of Vermilion River Land Use Bylaw (LUB) which can be accessed here: <https://www.vermilion-river.com/your-county/bylaws-and-policies> for a full list of permitted and discretionary uses in the appropriate Land District
  - ☐ Does this project have a relationship to a larger project or a series of projects? If yes, please describe
  - ☐ Describe surrounding land uses, indicating distance to nearest residence
  - ☐ Describe project potential to change the character of the surrounding area, including the loss of open space
  - ☐ Preliminary feasibility assessment including the density of the proposed development, market, and employment generation prospectus
  - ☐ Will this project result in a population increase in the immediate project area? If yes, please explain
  - ☐ List any specialized plans or zoning restrictions applicable to the project site, e.g., Intermunicipal Development Plan (IDP), overlay district, or similar. If the parcel is within an Inter-jurisdiction Development Plan, then mapping and impacts of this plan on adjacent areas under consideration must be included. The Development Authority will determine the extension of the Immediate and Extended Impact Areas taken under consideration
  - ☐ Number of dwelling unit(s) and type(s)
  - ☐ Does this project require Redesignation? If yes, please explain
  - ☐ Parcels shall be identified either as subdivided or divided under condominium structure
- ☐ **Statutory Plans Amendment Summary**
- ☐ **Development Impact Assessment:**
  - ☐ Proposed build-out density
  - ☐ Proposed build-out horizon
  - ☐ Proposed build-out servicing required



# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

## ☐ **Geology/Soils:**

- ☐ Attach preliminary grading plan
- ☐ Attach soils/geologic report
- ☐ Slopes that exist on site *prior* to grading map
- ☐ Does the project propose to encroach into slope? If yes, include a Slope Stability Report where:
  - ☐ Any slope across the property is fifteen (15%) per cent or greater; and/or
  - ☐ The development is to be located within a zone where an imaginary line, drawn from the toe of the top of an embankment, exceeds a slope of one in three; and/or
  - ☐ If required by Municipal Engineer
- ☐ Is the site on filled land? If yes, explain
- ☐ Are there existing erosion problems or geologic hazards on the site such as: landslides, mudslides, ground failures, flood plans, or similar hazards? If yes, describe. Include map
- ☐ Will a grading permit be required? If yes, have you attached a preliminary grading plan? Describe the proposed site grading, including:
  - ☐ How many cubic yards of soil will be imported, exported or moved on site?
  - ☐ Maximum proposed length and slope of any excavation and the type
  - ☐ Grading material sources or disposal site
  - ☐ Transportation methods and haul routes
  - ☐ The location and height of any proposed or required retaining walls, if any

## ☐ **Water Quality:**

- ☐ Describe any waterbodies on, or adjacent to the property, including any lakes; rivers; seasonal and/or perennial watercourses; irrigation ditches; or drainage swales
- ☐ Is there a floodplain on or within 100 feet of the project site? If yes, is it identified on the Alberta Environment and Sustainable Resource Development (ESRD) maps? Include a copy of that map
- ☐ For development projects, describe impervious surfacing created by this project:

	EXISTING	PROPOSED
Lot Coverage	%	%
Building Coverage	%	%
Surfaced Areas	%	%
Landscaped Areas	%	%
Permanent Open Space	%	%(excluding required landscaping)
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>

- ☐ Describe any discharge to surface waters that will result from this project, including any wastewaters other than stormwater runoff that may be present in the discharge
- ☐ Identify the waterbody or feature that receives runoff waters, describing proposed methods for treating and controlling runoff before it enters the drainage or watercourse
- ☐ Are there any wetlands or riparian areas on the site? Will the proposed project affect any wetlands? Describe the proposed mitigation or reclamation measures
- ☐ Does this project propose to encroach into the required buffer from any perennial or seasonal waterbodies or riparian areas?

# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

- ☐ Water Well Tests for a one-mile radius no older than **3** years old, in addition to any older tests that are available for comparison purposes with a commitment to do more extensive testing at the subdivision stage
- ☐ **Air Quality:**
  - ☐ Describe any air pollutants (i.e., dust, smoke, fumes or odors which this project may generate) both during and after construction (short- and long-term impacts)
- ☐ **Recreation:**
  - ☐ Describe any public recreational facilities existing or proposed on the project site, including trails. Describe any known historic or public use of the site
- ☐ **Signage:**
  - ☐ All signage will require a separate Development Permit Application
  - ☐ All signage shall comply with the County of Vermilion River Land Use Bylaw, Section 6.19
- ☐ **Noise:**
  - ☐ Describe any noise that the project will generate, both during and after construction, identifying the noise generating use, including any outdoor activity areas (i.e., storage yards, outdoor music, playgrounds, animal pens)
  - ☐ Describe any noise-related land uses (homes, schools, hospitals, churches, libraries, nursing homes) within a half-mile of the project site
  - ☐ Where a residential development is adjacent to a highway, major road, railway, or any other transportation and/or utility corridor, providing information confirming the provision for sound attenuation may be required
- ☐ **Roads:**
  - ☐ Is the access road servicing the site a dead-end road? If yes, what is the distance to the nearest through road?
  - ☐ Who provides the road maintenance for each road accessing your project(s)?
  - ☐ What road improvements are proposed?
  - ☐ Future road widening requirements resulting in functional studies, future highways where applicable
  - ☐ Traffic Impact Assessment (TIA) that includes a traffic safety conditions assessment and mitigation measures
- ☐ **Utilities and Services:**
  - ☐ List agencies providing the following services to your project site: Fire Protection, Water, Sewage, Garbage, Road Maintenance, other special districts
  - ☐ List the utilities that are available to serve the project site and the entities that provide service: Telephone, Electricity, Gas (propane or natural gas), high-speed internet service
  - ☐ Will this project require the extension of service for any energy source? If yes, describe
  - ☐ Will this project require the recording of a new utility easement? If yes, the proposed easement must be shown on the site plan
  - ☐ As a result of this project, will there be significant amounts of solid waste generated, including stumps or inert matter?
  - ☐ Will this project result in the need for additional services including: fire, police, water, sewage disposal or recreation, including annexation to another district?
  - ☐ What type of sewage disposal system is proposed for this project (public sewer, individual septic systems, community system, or centralized system)?

# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

- ☐ **Aesthetics:**
  - ☐ Is this project visible from a vista point, scenic corridor, large population center, or public recreation area? If yes, describe
  - ☐ Will this project require the installation of new overhead utility lines visible from public roadways or adjacent properties?
  - ☐ Comprehensive Lighting Plan describing existing and proposed lighting; the number and type of fixtures (i.e., compact-fluorescent, metal-halide, incandescent); the location: wall mounted; pole and type of shielding to prevent off-site light spill
- ☐ **Mitigation Measures:**
  - ☐ Describe all mitigation measures identified during Environmental or similar assessment(s) to the satisfaction of the Development Authority of the County of Vermilion River. A noise, smell and access mitigation plan if the Oil & Gas Industry has production sites (including any disposal wells) in the ASP area: include proof of acceptance of the plan by the Oil & Gas Industry
    - ☐ Hauling details: Provide information on access and hauling activities including number of trucks, tonnage, hours of hauling, methods of preventing/controlling/reducing erosion or dust, etc.
- ☐ **Emergency Management Plan**
- ☐ **Business Plan** including a Risk Management Plan (indicate the project build-out timeline and the municipality's financial, economic and infrastructure risk impact and mitigation)
- ☐ **Acknowledgement Statement** (to the effect that all attachments and supporting information (i.e., engineering studies) are part of the ASP statutory document)
- ☐ **Maps** (include legible maps representing the land use ½ mile adjacent to the quarter section of the proposed development for the following)
  - ☐ Vicinity map showing the general project location (1:2000 scale) in relation to the surrounding area and the mileage from the nearest County Road
  - ☐ Land Use, identifying existing and proposed land uses
  - ☐ Aerial for the parcel, the adjacent parcel(s)/road(s), and the division
  - ☐ Development constraints: the location of any pipeline or other utility rights-of-way as well as any
  - ☐ Oil & Gas Industry sites existing or historical, whether or not they have been reclaimed, with setback areas indicated
  - ☐ School district (Residential only)
  - ☐ Emergency Services Districts
  - ☐ Soil type and parcel-specific on quality of land from assessment file
  - ☐ Topography: existing and proposed contour increments to show drainage pre- and post-development
  - ☐ Phasing of development. If portions of the proposed development are to be occupied prior to the completion of the entire development, include a phasing plan showing the sequence of the phases and the area that each phase encompasses, as well as surface treatment of remaining areas
- ☐ **Schematic Plan Drawings** (all drawings shall be fully dimensioned, accurately figured, explicit and drawn according to the County's GMSS, Section B). **Two (2) copies of each drawing set MUST BE submitted to the County in digital and printed format**
  - ☐ General information requirements for all plan drawings:
    - ☐ Project proposal (Application for...)
    - ☐ Municipal Address and Legal Description
    - ☐ Property owner/applicant name(s)

# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

- ☐ Applicants' representative
- ☐ Date of plan preparation
- ☐ North arrow and the scale to which the plan is drawn
- ☐ Site Plan Drawings showing:
  - ☐ The legal lot size. Property lines and dimensions should be shown and labelled
  - ☐ Utility rights-of-way. Easements should be shown and labelled
  - ☐ Location and names of all abutting roads including rights-of-way boundaries, road centerlines and width of travelled way
  - ☐ Delineate any and all environmentally sensitive areas, including but not limited to: important agricultural lands, steep slopes, any cultural/archaeological findings located on site (per LUB Section 6.11), and any biological resources identified and mapped in your Biological inventory (i.e., streams, wetlands, riparian areas containing special status species, or similar)
- ☐ Roads & Access Plan Drawings showing:
  - ☐ Indicate surfacing types and grades
  - ☐ Show radius of all curves on existing and proposed roads. Fire lanes are at least 6 meters wide with a minimum 12 meter centerline radius
  - ☐ Provide a typical cross-section of proposed roads, showing any improvements proposed in the road right-of-way
  - ☐ Show all other road improvements (i.e., sidewalks, gutters, ditches, crosswalks, etc.)
  - ☐ Provide either two (2) access roads to an existing roadway or 4-lane access, if physical barriers exist that prevent the use of two (2) access points
  - ☐ An access road provision to at least one (1) adjacent parcel
  - ☐ Any Alberta Transportation requirements (include a copy of correspondence)
  - ☐ RESIDENTIAL ONLY: widening of a road to allow for safe school bus pick up location(s) determined by the number of parcels and design
  - ☐ Proposed road surfacing as per County GMSS
  - ☐ All existing and proposed approaches, as per Policy PD 002 and County GMSS
- ☐ Site Servicing Plan Drawings showing:
  - ☐ Location of all proposed and/or existing shallow and deep utilities (e.g., water, sanitary, sewer, stormwater, gas, electrical, cable, telephone; either underground or overhead as per County GMSS)
  - ☐ The proposed water supply and method of sewage disposal
  - ☐ Location of all catch basins, utility poles, hydrants (fire ponds), on or adjacent to site
  - ☐ Location of garbage collection facilities, indicating material, colors and dimensions.
  - ☐ The applicant should also indicate if private or Waste Commission collection will provide the service
- ☐ Drainage & Sewage Plan Drawings showing:
  - ☐ Topography with sufficient detail for proper study of building site, drainage, sewage disposal and road improvements
  - ☐ Location of and size of existing culverts on and abutting the property
  - ☐ Proposed direction of surface drainage with arrows
  - ☐ Any drainage channels through or adjacent to the property

# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

- ☐ Outlet controls
- ☐ Location of sewage disposal systems, wells, and their required setbacks
- ☐ Private treatment sewage systems for wastewater, as outlined by County of Vermilion River policy
- ☐ Stormwater Management Plan Drawings showing:
  - ☐ The overall watershed and the development in relation to it
  - ☐ Location and details of sanitary and stormwater pre-treatment devices as required
  - ☐ Description of all natural storage and drainage, including bodies of water (wetlands) that may be subject to Provincial ownership or jurisdiction, and which may or may not be impacted by a proposed development
    - ☐ Site stormwater storage areas including:
      - ☐ Extent of ponding area
      - ☐ Depth of ponding
      - ☐ Volume of ponding
      - ☐ Outlet controls
  - ☐ Elevation of top of ponding for the 1:100 year critical event. Areas greater than 0.80 ha may require onsite detention that accommodates 1:100 critical events
- ☐ Grading Plans showing:
  - ☐ Existing and proposed geodetic grades, contours and any special topographic features or site conditions (e.g., escarpments, break-of-slope, and any unstable areas)
  - ☐ Site drainage calculations including:
    - ☐ Allowable release rate
    - ☐ Drainage areas and associated runoff coefficients
    - ☐ Storage requirements (the County requests the use of the Modified Rational Method as outlined in the GMSS)
    - ☐ Runoff control structure release calculations
- ☐ Landscape Plan Drawings showing:
  - ☐ In addition to LUB section 6.10 requirements, indicate total area devoted to:
    - ☐ Interior parking lot landscaping
    - ☐ Area devoted to buffer-yard landscaping
    - ☐ Area required for street buffer-yard landscaping
    - ☐ Designate the type of perimeter landscape curb or border. Include curb details to separate landscaping
    - ☐ Location of buffers or shelterbelts
  - ☐ Development within Environmentally Sensitive Areas (ESA) shall include the following information:
    - ☐ Trees, shrubs and significant vegetation indicating what is to be added, removed and retained. All species must be drought resistant. Any and/or all screening or buffers shall be mature vegetation. A minimum age of species may be required
    - ☐ Phase I Environmental Site Assessment Report showing summarized results and a copy of the whole report submitted for the file including a Biological inventory

# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

- ☐ Surface treatment for all areas including parking, sidewalks and soft landscaped areas (e.g., grass, shrubs, mulch). Indicate type of surfacing and direction of surface runoff. Indicate method of irrigation and maintenance plan for all soft landscaped areas
- ☐ Location of loading docks and service points
- ☐ Location of visitor, loading, and recreational vehicle parking, indicating how they will be marked
- ☐ Layout of existing and proposed location of parking areas and their capacity, including:
  - ☐ Dimensioned depth, width, angle, and number of parking stalls (as per County GMSS and LUB Section 6.13)
  - ☐ All off-street parking, driveway access points, the internal circulation pattern and maneuvering areas, Land Use Bylaw regulations
  - ☐ Handicapped accessible stalls, access ramps, drop curbs for wheelchair accessibility, indicating how they will be marked
- ☐ Existing and proposed pedestrian walkways, and if required, pedestrian loading areas.
- ☐ Delineate pedestrian trails, sidewalks, or other pathways that link the site to adjacent properties and that provide clear pedestrian access from parking areas (see LUB for district-specific regulations)
- ☐ Existing and proposed exterior lighting for site and buildings, indicating light standards
- ☐ Location and height of all existing and proposed freestanding signs, fencing and retaining walls, dimensioned in metric units from geodetic grade
- ☐ **Adjacent Areas:** Identify impact of the proposed development on the adjacent and surrounding areas and infrastructure (e.g., parking density, landscaping, loading, stormwater). Take into consideration as well the impacts from adjacent development on the proposed site
  - ☐ If proposed development is to be phased (e.g., portions are to be occupied prior to the completion of the entire development):
    - ☐ Include a phasing plan showing the sequence of the phases and the area that each phase encompasses, as well as surface treatment or remaining areas
    - ☐ Projected timing and/or downstream impacts
  - ☐ Potential offsite and/or downstream impacts
  - ☐ Any unique challenges or approaches anticipated or proposed
- ☐ **Reserves:** (see LUB Section 6.20, MGA Sections 661-670) shall consider addressing the following:
  - ☐ Provide Environmental Reserve along with any main water channel (even if it is dry for most of the year), or otherwise sensitive area
  - ☐ Public Utility Lot for Waste Management Site (for residential development only/with screening) or access to a stormwater management area
  - ☐ Municipal Reserve for allocated green area, if needed, around and Environmental Reserve if cash-in-lieu or a combination of land and cash-in-lieu is not going to be required
- ☐ **Building Drawings:** Must include *site* and *floor* plans showing size of building, number of floors, *elevations* indicating building height and cross-section
  - ☐ Location of all existing, proposed, and to-be-removed structures on the property; show their setbacks from property lines and label their use
  - ☐ Size (gross square footage by floor)
- ☐ **Approach Application**
- ☐ **Manufactured Building Form**
- ☐ **Alberta Transportation Approval**



# SUSTAINABLE P&D REQUIREMENTS (PD 007) - Checklist

- ☐ **Alberta Environment and Parks Approval**
- ☐ **Certified Geotechnical Report**
- ☐ **Business Registration**
- ☐ **Variance Request Form**
- ☐ **Development Agreement**
- ☐ **Public Consultation**
- ☐ **General Considerations:**
  - ☐ **Hierarchy and Consistency of Plans:** The updated MGA (December 6, 2016) amends the hierarchy of plans and requires that all plans be consistent with one another
  - ☐ **Spelling, Grammar & Punctuation:** Ensure consistency throughout the document. Correct any discrepancies before ASP approval. Check for:
    - ☐ Hyphenation (e.g., cash-in-lieu, long-term costs, etc.)
    - ☐ Agency names (e.g., Alberta Environment is now Alberta Environment and Parks)
    - ☐ Capitalization of reports/plans/documents names (e.g., Stormwater)
    - ☐ Split adverbs or prepositions (e.g., "with in" instead of "within")
    - ☐ Commas (after introductory: clauses, phrases, words that come before the main clause or last item on a list)
- ☐ **Other:**

PRINT

SAVE

# CANOLA FARMS AREA STRUCTURE PLAN – Review of Submission

May 9, 2025

## Canola Farms Area Structure Plan Review

Upon review of the documents submitted for the Canola Farms Area Structure Plan (the “Plan”) dated January 2025, County of Vermilion River (the “County”) Planning and Community Services Department offers the following comments:

### 2.0 Policy Context

#### 2.1 Statutory Plans and Land Use Bylaw

- i. The County of Vermilion River Municipal Development Plan section indicates that the County has advised that an amendment is not necessary. The Plan has not indicated when an amendment would be required should future development occur in the quarter section.
- ii. The County of Vermilion River Land Use Bylaw section does not contemplate future residential development, given that the MDP, LUB and this Plan each identify clustering.
- iii. The Plan does not identify the maximum land use intensity for the quarter section. Stronger wording should be used in section 8.2 – Development Staging, “...As no additional residential lots are anticipated...”

### 3.0 Site Analysis

#### 3.2 Transportation Network

- i. Access to the unsubdivided residential Dwelling must be included, ensuring access to the parcel should further subdivision occur.
- ii. The current County of Vermilion River General Municipal Servicing Standards requirements are not met by the proposed fifteen (15) meter right-of-way, should the access be converted to a service road in the future. Provide clarification to the County as to how the access is to remain in place should a title-holder request conversion to a public road; and who would be responsible to pay the cost of the upgrade. Section 7.1.1 of the Plan indicates that development shall be “...in accordance with...County’s Design Standards...”.
- iii. Provide detailed mapping diagram(s) that demonstrate the location of access point(s) to accommodate agriculture equipment and vehicles, in addition to the current access from Township Road 512.
- iv. Section 6.1 indicates a transportation network, shown in Figure 5, however only the access rights-of-way is indicated. Further clarification is required.



1. How does the Plan accommodate County Policy PD 002 – Access Management Approaches and Policy PD 003 – Access Roads. *(both policies are available on the County's website)*

### 3.3 Wells, Abandoned Wells & Rights-of-Way

- i. Provide further clarity demonstrating what is to occur should the suspended well(s) be reclaimed. Demonstrate how access to a capped well(s) will be provided for serviceability of the well(s).
- ii. Ensure that reclamation of well(s) is completed keeping in mind future residential growth, given the Plan's proximity to current developed areas and that the Plan is forward-looking.

### 3.6 Historical and Archaeological Review

- i. Ensure that the Plan is updated using supporting information provided by the Province of Alberta.

### 3.7 Emergency Services

- i. Provide further clarity to define whether Protective/Enforcement Services is an Emergency Service identified within the Plan.
- ii. The Plan should not contemplate the number of Peace Officers available by the County, nor should the Plan identify the number of RCMP officers. The Plan must show support by Protective/Enforcement Services to the Plan Area, or to the County, and what those services include.

### 3.8 Health Services

- i. Further context is required to demonstrate what Alberta Health Services provides to the Plan Area.

### 3.9 Education

- i. Provide and identify any post-secondary education facility(s) and further context regarding the level of education provided by each education facility in the Plan Area.

### 3.11 Engagement

- i. Provide a map and/or table showing which landowner(s) were contacted as well as the location of the parcel(s). Include those parcel(s) of land that were contacted with no response received.

## 4.0 Land Use Concept

### 4.1 Land Use Concept Principles

- i. Diversity
  1. Provide reasoning to demonstrate a situation when a neighbor might seek a solution.
  2. Provide further clarification and/or context on how the Plan will accommodate both land uses identified.
- ii. Mobility
  1. Refer to the remarks provided in Section 3.2 and Transportation Policies above. This is not necessary.

- iii. Place
  - 1. Provide further clarification as to what is meant by "...strong identity..."

## **5.0 Land Use Policies**

### **5.5 Environmental Policies**

- i. The plan should provide direction on when a Biophysical and/or wetland would be required if further subdivision is contemplated.

### **5.6 Municipal Reserve Policies**

- i. How is Municipal Reserve being dedicated and what is the intention of the dedication (e.g., land for playground, green space, environmental reserve, etc.)

## **7.0 Servicing and Utilities**

### **7.1 Servicing Policies**

- i. Identify to what standard water, sanitary and stormwater is to be installed to, and what types of systems are or are not allowed within the Plan Area (i.e., Private septic systems limited to field type systems)
- ii. The plan does not indicate if the current water table supports the current development or what restrictions if further development is suggested as no maximum density has been established other than a suggestion of anticipation.
- iii. Policy 7.1.3 identifies pre- and post-development rates, clarification of how and where surface drainage is occurring and to what standard and rate(s) (e.g., surface water draining across other titled lands, is there easements or natural drainage).
- iv. Surface water is identified that any alteration shall require provincial approval, however the Plan nor the Policies identify how an existing or new subdivision does not drain over other titled property.
- v. Policy 7.6 identifies low-impacting design and then details bioswales, but no other strategy as identified in 7.6(a).
- vi. Stormwater Management Plan is identified, no mapping has indicated the general surface flow pattern.

### **7.2 Utilities Policies**

- i. Policy 7.2.1 identifies the corridors shown on Figure 5, there are no corridors or general servicing area provided on the map.
- ii. Policy 7.2.5(b) identifies sharing utility corridors, the policy should provide how this would be accomplished and who would be responsible for those areas.

## **8.0 Implementation**

### **8.1 Amendments to the ASP**

- i. Identify how the plan may be amended.
- ii. Identify what reporting will be undertaken if the plan is amended.

## Planning &amp; Community Services

- iii. Identify how and when the following will be used to inform a future developer and when are these going to be implemented when further development is to occur:
  - 1. Environmental Assessment; and/or
  - 2. Wetlands or biophysical Assessment;
    - a. Geotechnical Report;
    - b. Historical Resource Clearance – to be updated in this document;
    - c. Stormwater Management Plan;
    - d. Infrastructure – Preliminary Engineering (roads, utilities, etc);
    - e. TIA – this will be dependent on maximum density;
    - f. Utility easement and planning;
    - g. How does this plan direct ground water impacts; and/or
    - h. What is the minimum type of septic system.

May 9, 2025

CVR File No.: 2255-C03

ISL Engineering and Land Services  
7909 – 51 Ave. NW  
Edmonton, AB T6E 5L9

**RE: Review of Area Structure Plan Submission for**  
**Canola Farms Area Structure Plan**  
**NE-7-51-6W4M**

Attn: David Schoor,

The County of Vermilion River (the "County") Planning & Community Services Department has reviewed your recent submission titled "Canola Farms Area Structure Plan" (the "Plan"), dated January 2025, prepared by ISL Engineering and Land Services. Please find attached the County's remarks regarding this submission for your consideration. This communication is intended to offer guidance to the applicant in revising the draft Plan.. Review of an Area Structure Plan proposal does not establish in any way, a decision or a guarantee of approval on the part of the County of Vermilion River (the "County").

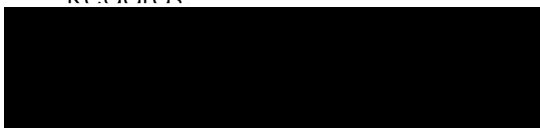
The text as well as the illustrations (i.e., maps, engineered drawings, figures, photos, or similar) must be consistent in their content and should jointly address each requirement outlined in the attached remarks.

Please make any necessary changes to the Canola Farms ASP document and provide a revised submission of the document for final consideration by the Planning and Priorities Committee. Please submit one (1) hard copy and one (1) digital copy of the revised document.

Prior to submission of the final draft of the Plan, please ensure that Policy PD 007 – Sustainable Planning and Development Requirements has been thoroughly reviewed. Any information required by this Policy should be incorporated or updated within the revised Plan. A copy of Policy PD 007 is attached for reference..

Should you have any questions, please do not hesitate to contact the undersigned at the County of Vermilion River Administration Office.

Regards



Director of Planning & Community Services

**COMMITTEE MEETING DATE: 2025-05-20**

## **BRIEFING NOTE - TO COMMITTEE**

### **SUBJECT**

**SUBDIVISION AND DEVELOPMENT FEE COMPARISON – FOR INFORMATION**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee receive the subdivision and development fee comparison for information.

### **DETAILS**

**Background:** At the May 6, 2025, Regular Meeting of Council, a request to bring back a comparison of the subdivision and development fees from adjacent municipalities and those municipalities that use Municipal Planning Services (2009) Ltd. (MPS).

The comparison provides the basic costs of subdivision and development and does not go into depth of additional costs for each scenario of subdivision or development that may occur.

**Discussion:** The comparison shows that the County of Vermilion River is (higher or lower) than other municipalities in the area. As the subdivision authority is a third party and has worked very well and closely with administration, the costs are kept at the current level to maintain competitiveness without greatly impacting the applicant.

**Relevant Policy/Legislation Practices:**

Bylaw 21-12 – Fee Bylaw

*Municipal Government Act*

Municipal Development Plan

Land Use Bylaw

**Desired Outcome (s):** THAT the County of Vermilion River Policy and Priorities Committee receive the subdivision and development fee comparison for information.

**Response Options:** THAT the County of Vermilion River Policy and Priorities Committee receive the subdivision and development fee comparison for information.

## IMPLICATIONS OF RECOMMENDATION

**Organizational:** maintain current fees for subdivision and development.

**Financial:** Fees for subdivision and development

**Communication Required:** Council, Administration, Public

**Implementation:** N/A

**Council Goal:**

## ATTACHMENTS

1. Development Fee Comparison
2. Subdivision Fee Comparison
3. Schedule 'B'\_MPS Fee Schedule

**PREPARED BY:** Director of Planning & Community Services

**DATE:**2025-05-07

## DEVELOPMENT FEES

	County of Vermilion River	Beaver County	County of Barrhead	County of St. Paul	County of Two Hills	Flagstaff County	M.D. of Opportunity	M.D. of Wainwright	Smoky Lake County	Westlock County	M.D. of Bonnyville
<b>Development Permit Fees</b>								\$100.00			
a. Permitted Use	\$150.00	\$100.00	\$125.00			\$50.00 (\$100.00 after project commencement)			\$150.00	\$225.00	
i. Residential				\$100.00 + \$1.00 per \$1,000 of value	\$200.00 + \$1.00 per \$1,000 of value		\$100.00				\$125.00
ii. Non-Residential				\$300.00 + \$1.00 per \$1,000 of value	\$300.00 + \$1.00 per \$1,000 of value		\$200.00				\$250.00
iii. Commercial			\$200.00			\$100.00			\$1.00 / \$1,000.00 value or min. \$250.00	\$1,000.00	
iv. RV Campground	\$300.00						Work Camp - \$2,000.00 + \$4.00 per bed				
b. Discretionary Use	\$350.00	Project value up to \$1,000,000 = \$250.00 Project value over \$1,000,000 = \$400.00	\$200.00			\$100.00 (\$200.00 after project commencement)				\$475.00	
i. Residential				\$500.00 + \$1.00 per \$1,000 of value	\$500.00 + \$1.00 per \$1,000 of value		\$100.00				\$175.00
ii. Non-Residential				\$500 + \$1.00 per \$1,000 of value	\$500 + \$1.00 per \$1,000 of value		\$200.00				\$300.00
iii. Commercial			\$200.00			\$500.00					
iv. RV Campground	\$450.00										
c. Additions & Accessory Buildings							\$100.00				
i. Residential				\$100.00 + \$1.00 per \$1,000 of value	\$100.00 + \$1.00 per \$1,000 of value						
ii. Non-Residential				\$100 + \$1.00 per \$1,000 of value	\$100 + \$1.00 per \$1,000 of value						
d. Accessory Uses											
i. Residential				\$100 + \$1.00 per \$1,000 of value	\$200 + \$1.00 per \$1,000 of value						
ii. Non-Residential				\$100 + \$1.00 per \$1,000 of value	\$200 + \$1.00 per \$1,000 of value						
e. Alternative Energy Systems			\$1,500.00								
i. Commercial											
f. Decks & Demolition	\$50.00								\$100.00		
g. Agricultural Buildings	\$50.00	exempt as per LUB									
h. Revision to Active DP (MINOR)											
i. Residential	\$250.00										
ii. Non-Residential	\$450.00										
i. Revision to Active DP (MAJOR)											
i. Permitted	Must Re-Apply										
ii. Discretionary											
j. Time Extension	\$100.00		\$125.00	\$100.00	\$100.00						
k. Post-Development Application	\$450.00 + permit fee		2x permit fee	2x permit fee	2x permit fee				\$500.00 + permit fee		
i. Residential											
First Offense											\$1,500.00
Second Offense											\$1,000.00 to \$3,500.00
ii. Non-Residential											
First Offense											\$3,000.00
Second Offense											\$3,000.00 to \$10,500.00
l. Compliance Letter	\$75.00	\$50.00	\$50.00	\$125.00	\$125.00	\$40.00			\$125.00	\$100.00	\$100.00
m. Compliance Letter - Rush	\$125.00									\$200.00	
n. Certificate of Completion											
i. Residential	\$50.00										
ii. Non-Residential	\$75.00										
o. Variance over 10%		additional 50% of application fee									\$50.00 (plus permit application fee)
i. Residential (plus permit application fee)	\$550.00						\$150.00 (Permitted) \$250.00 (Discretionary)				
ii. Non-Residential (plus permit application fee)	\$600.00						\$200.00 (Permitted) \$450.00 (Discretionary)				
p. Natural Resource Extraction / Ground Disturbance Operations	\$350.00			\$500.00	\$500.00	\$2,500.00 per acre	\$800.00 (<5 ha.) \$1,500.00 (>5 ha.)		Aggregate Resource Extraction: \$750.00/ac. Reclamations: \$2,000.00/ac.	\$1,500.00 (<5 ac.) \$2,500.00 (>5 ac.)	
q. Towers (communication, weather, etc.)	\$350.00										
r. Rural Address Sign	\$280.00 + GST	\$50.00			\$150.00						

s. Approach Permit Application / Inspection	\$300.00 + GST										
t. Safety Codes Permit Fees	As per Schedule 'A'	As per Schedule 'C'		As per Schedule 'D'							
u. Heritage Resources Intervention Permit									\$100.00		
v. Municipal Land Permit / License											\$125.00
w. Fencing											\$50.00
x. Signs											\$75.00
y. Change of Use											\$125.00



## Payment Options

Cheque	E-transfer
Made payable to: Municipal Planning Services (2009) Ltd. #206, 17511 - 107 Ave NW Edmonton, AB T5S 1E5	Contact MPS for e-transfer details and options.

## Application Fee(s)

G.S.T. is payable on all fees.


Base Application Fee	Per Lot Fee <sup>1</sup>	Per Lot Endorsement Fee <sup>2</sup>
\$750.00	\$250.00	\$200.00 Per Lot
Payable with Initial Application		Payable Prior to Endorsement <sup>3</sup>

In addition to the fees charged by MPS, some municipalities charge an additional per lot fee at time of application. Please contact our office for fee information affecting subdivisions in:

County of Barrhead	County of Wetaskiwin	Town of Bon Accord	Town of Redwater	Town of Bruderheim
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## Example Subdivision Application

Subdividing a farmstead or vacant lot from an existing titled area (provided for information only)

<div> <div>LOT 2 Remainder Lot</div> <div> <div>LOT 1 New Lot</div>  </div> </div>	1. Application Fee	\$750.00
	2. Per Lot Fee	\$500.00
	1 New Lot & Remainder Lot	(\$250.00 x 2)
	Subtotal	\$1,250.00
	3. Endorsement Fee	\$400.00
	1 New Lot & Remainder Lot	(\$200.00 x 2)
	Subtotal	\$400.00
	G.S.T.	\$82.50
	Total	\$1,732.50

<sup>1</sup> Reserve lots, roads, and public utility lots are exempt from the per lot application fee.

<sup>2</sup> Reserve lots, roads, and public utility lots are exempt from the per lot endorsement fee.

<sup>3</sup> Endorsement fees are not charged for Separation of Titles ([s. 652\(4\) of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended](#)).

## Additional Fees

The following additional fees may apply to a subdivision. G.S.T. is payable on all fees.

Recirculation \$250.00	Minor changes to an application may be accepted at the office with no additional costs. If the change requires the application to be recirculated to the various agencies and/or adjacent landowners a recirculation fee shall apply.
Extension \$350.00	If the applicant is unable to finalize the subdivision within one year from the date of the decision, an extension may be requested. The extension request and fee <b>must</b> be received before the file expires. <b>Once a file has expired, an extension request cannot be processed, and a new subdivision application will be required.</b>
Title Search \$15.00	The title search fee is applicable when a recent land title (dated within 90 days from the time of application) is not provided by the applicant, and a land title is obtained by MPS.

## Additional Costs Associated with the Subdivision Process

Application fees are only one of the costs associated with the subdivision of land. When planning your subdivision, it is important to consider all potential costs associated with the process.

The information provided below is intended to provide potential applicants with an understanding of some of the common costs associated with subdividing land in Alberta.

Surveying Costs	<p>Surveying is often required to show the location of structures, prepare plans and to register documents with the Land Titles Office.</p> <p>The Alberta Land Titles Act requires an Alberta Land Surveyor (ALS) to be retained for this purpose. Surveyors should be contacted directly for estimates related to these services.</p>				
Municipal Reserves	<p>Municipal Reserve (and other forms of reserves) may be taken at time of subdivision in accordance with the Municipal Government Act. Reserves may be required to be provided as either land or cash-in-lieu of land. The land's market value may be assessed/appraised to determine its value.</p>				
Municipal Services	<p>All costs associated with municipal services are (normally) the responsibility of the developer. This includes costs associated with municipal/regional services and franchise utilities. Some municipalities may require the payment of off-site levies at the time of subdivision or development to support local infrastructure and service delivery.</p>				
Land Titles Office	<p>The Land Titles Office of Service Alberta requires fees for the issuance of new titles.</p> <p>These fees are paid to the Land Titles Office when the survey instrument is submitted for registration. An Alberta Land Surveyor will be able to provide information about this process.</p>				
Statutory Plan and/or LUB Amendments	<p>Amendments to either the Municipal Development Plan (MDP), Area Structure Plan (ASP), and/or Land Use Bylaw (LUB) may be required when a proposed subdivision does not conform to the district or policies within one (or more) statutory plan or the LUB. Actual costs and timelines are dependent on the number of amendments required and complexity of the proposal.</p>				
Professional Studies and Reports	<p>For some subdivisions, additional information may be required depending on the characteristics of the site and the complexity of the subdivision. Additional information may be requested if:</p> <ul style="list-style-type: none"> <li>The site or proposal has considerations that may require Federal or Provincial approvals.</li> <li>It is necessary to determine the location and area of suitable building pocket(s).</li> </ul> <p>Examples of professional studies and reports include:</p>				
	Geotechnical Report	Historic Resource Act Clearance or Approval	Wetland Assessment	Biophysical Assessment	Private Sewage Disposal System Inspection
	Real Property Report	Preliminary Engineering Study	Traffic Impact Assessment	Phase I and/or II Environmental Assessment	Top of Bank Definition by Survey

## SUBDIVISION FEES

	County of Vermillion River	Beaver County	County of Barrhead	County of St. Paul	County of Two Hills	M.D. of Wainwright	Smoky Lake County	Westlock County	M.D. of Bonnyville	MPS
a. Cost of Complete Subdivision	As per MPS	As per MPS	Base Fee: \$750.00	As per MPS	As per MPS	Base Fee: \$750.00 + \$250.00/Title Created	Base Fee: \$700.00			Base Fee: \$750.00
b. Administration Fee - 1 Parcel	\$200.00		\$400.00/per lot					\$500.00	\$300.00/per	\$250.00/per lot
c. Administration Fee - 2+ Parcels	\$400.00						\$100.00/lot (up to 3)	\$600.00	\$100.00/per lot	
d. Administration Fee - 4+ Parcels (ASP)	\$400.00						\$250.0 lot	\$400.00 + \$250.00/lot		
e. Separation of Title			\$850.00				\$700.00	\$400.00 + \$100.00/lot		
f. Condominium Plan Consent			\$50.00				\$50.00/unit	\$50.00/unit		
g. Appraisal			\$100.00							
h. Recirculation			\$250.00			\$250.00	\$250.00	\$250.00		\$250.00
i. Extension			\$350.00			\$350.00	\$250.00	\$250.00	\$100.00(1 year)	\$350.00
j. Title Search			\$15.00			\$15.00				\$15.00
k. Fee at Endorsement			\$200.00/per lot			\$200.00/Lot	\$100.00 + \$150.00/lot	\$50.00 + \$150.00/lot	\$150.00/per lot	\$200.00/per lot
l. Current Land Title							\$12.00	\$12.00/title		
m. Air Photo							\$7.00			
n. Country Residential Subdivision								\$775.00		
o. Industrial / Commercial Subdivision								\$775.00		
p. Multi-Lot Subdivision								\$1,500.00		
q. Subdivision and Development Appeal Board	\$400.00	\$300.00	\$300.00	\$500.00	\$300.00	\$200.00	\$250.00	\$300.00	\$400.00	

**COMMITTEE MEETING DATE: 2025-05-20**

## **BRIEFING NOTE - TO COMMITTEE**

### **SUBJECT**

**BILL 50 MUNICIPAL AFFAIRS STATUTES AMENDMENT ACT, 2025 - FOR INFORMATION**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee receive the Bill 50 Municipal Affairs Statutes Amendment Act, 2025 report as information.

### **DETAILS**

Background: The Alberta Government has drafted Bill 50: Municipal Affairs Statutes Amendment Act, 2025 which was introduced to the Legislative Assembly on April 8, 2025.

The changes are in the following areas of the Municipal Government Act :

- Intermunicipal Collaboration Frameworks (ICFs)
- Codes of Conduct and Meeting Procedures
- Chief Administrative Officer (CAO) Accountability
- Authority of Official Administrators
- Regulation Making Authority

Changes to the Local Authorities Election Act

- Voting, Recounts, Withdrawal and Campaign Finances

Changes to the new Home Buyers Protection Act

- Warranty Coverage and Process Amendments

Changes to the Safety Codes Act

- Safety Codes Council

Please refer to the attached RMA Analysis for a breakdown of proposed changes.

Discussion: Review and discuss any concerns with Bill 50.

Relevant Policy/Legislation Practices:

Desired Outcome (s): To review and discuss any concerns regarding the proposed changes.

Response Options: THAT the County of Vermilion River Policy and Priorities Committee receive the Bill 50 Municipal Affairs Statutes Amendment Act, 2025 report as information.

## IMPLICATIONS OF RECOMMENDATION

Organizational:

Financial:

Communication Required:

Implementation:

Council Goal:

## ATTACHMENTS

1. Bill 50: Municipal Affairs Statutes Amendment Act, 2025 – RMA Analysis



2. Bill 50 information from Province of Alberta

PREPARED BY: CAO Alan Parkin and EA Susan Hodges Marlowe

DATE:2025-05-12

# Bill 50: *Municipal Affairs Statutes Amendment Act, 2025* – RMA Analysis

**April 2025**

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## Bill 50 – Overview

*Bill 50: Municipal Affairs Statutes Amendment Act, 2025* was introduced to the Legislative Assembly on April 8, 2025. The Bill proposes a wide range of changes to the *Municipal Government Act* (MGA), the *Local Authorities Elections Act* (LAEA), the *New Home Buyer Protection Act* (NHBPA), and the *Safety Codes Act* (SCA).

Bill 50 makes changes that impact rural municipalities in varied and significant ways. Changes to the MGA completely restructure the intermunicipal collaboration framework (ICF) process to narrow the scope of the services that can be included in ICFs, as well as expectations or requirements for use of data and joint input into service levels and capital costs for intermunicipal services. It also makes major changes to municipal governance by eliminating codes of conduct, empowering the Minister to standardize council meeting procedures, greatly increasing chief administrative officer (CAO) reporting requirements to council, and ensuring that official administrators have greater access to council meetings and municipal information.

The changes made by Bill 50 to the other Acts are significant as well. Most notably for the LAEA are changes that further entrench the existence of political parties in the campaigning and election process, as well as changes to campaign finance rules that entrench a financial advantage for party-affiliated candidates. NHBPA changes increase the scope of new home warranty requirements and make it more difficult for owner-builders to receive an exemption. This may be positive for those purchasing a new home from a developer but could create additional challenges for those building their own home, especially in rural areas. Changes to the SCA allow the Minister to seek advice from the Safety Codes Council regarding the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder. SCA amendments also require appointees to the Safety Codes Council to have experience with home warranty coverage under the NHBPA.

### How to Use this Document

This document is intended to provide members with an overview and analysis of the most significant changes made in Bill 50. It does not include every change made in Bill 50. Members seeking clarity or analysis on a Bill 50 change not included in the document are encouraged to contact RMA's Policy and Advocacy Department.

Each legislative change included in the document features an overview of the previous status, the amended status, and a summary and/or analysis. Note that in some cases, the previous status and amended status uses the direct language from the applicable Act and Bill 50. In other cases, if the direct language is too long or would require references to other sections of the Act to contextualize, summary language is used.

The summary/analysis section is based on RMA's interpretation of how the change will be implemented/operationalized and how it is likely to impact RMA members. In some cases, when impacts are not yet known or likely to be neutral or insignificant, the section primarily serves as a summary or explanation. In other cases, when the change is likely to significantly impact RMA members (positively or negatively) or relates to an existing RMA position, analysis is provided.

# Changes to the Municipal Government Act

## Intermunicipal Collaboration Frameworks (ICFs)

### Definition of “Mandatory Service”, S. 708.26

Previous Status	Amended Status	Summary/Analysis
There was no existing definition of mandatory services that must be contemplated in the ICF Process.	S. 708.26(1) is amended by adding the following after clause (b): “mandatory service” means a mandatory service referred to in section 708.29(1.1).	<p>The new definition defines a “mandatory service” as transportation, water and wastewater, solid waste, emergency services, and recreation.</p> <p>The addition of this list of mandatory services has the effect of requiring that parties to an ICF discuss these services as part of the ICF development process. It does not require that these services are delivered through an ICF if the parties agree that it is not required.</p>

### ICF Agreement, S. 708.28

Previous Status	Amended Status	Summary/Analysis
S. 708.28(1) Municipalities that have common boundaries must create a framework with each other by April 1, 2020, unless they are members of the same growth management board.	S. 708.28(1)(1.1) Subject to subsections (1.2) and (1.3), subsection (1) does not apply to municipal districts with common boundaries if they determine and agree that they do not require a framework.	<p>Under the proposed amendment, rural municipalities (counties and municipal districts) that share a municipal boundary will have the option to opt out of an ICF given:</p> <ul style="list-style-type: none"><li>♦ The decision to opt out is mutually agreed upon</li><li>♦ Municipalities review all existing agreements prior to determining and agreeing that an ICF is not necessary</li><li>♦ Municipalities send a council resolution to the Minister</li><li>♦ Municipalities publish the decision for the public</li><li>♦ Either rural municipality may revoke its agreement to forgo an ICF with its neighbouring rural municipality by writing, at any time. When this occurs, the rural municipalities have one year to develop an ICF.</li></ul>

# ICF Planning and Implementation Requirements, S. 708.29 and 708.33

Previous Status	Amended Status	Summary/Analysis
S. 708.29(1) A framework must describe the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework.	Addition of s. 708.29(0.1)(a), which states “costs for intermunicipal services” means operating, capital and other non-operating costs required to deliver the services.	While RMA has advocated for greater clarity and definition of critical terms used in the ICF process (such as “service” and “intermunicipal”) it is unclear how this amendment will provide meaningful guidance as to what may be a reasonable cost linked to service delivery for the purposes of an ICF. From RMA’s perspective, operating, capital, and non-operating costs would appear to include virtually any cost incurred by a municipality. While other changes to ICF requirements may off-set the risk of the use of such a broad definition in this area, RMA foresees situations in which municipalities may attempt to allocate general administrative or governance costs to a specific service using this definition, which is likely to add complexity to negotiations and does not align with the spirit and purpose of ICFs, which is to support collaboration linked to direct delivery of intermunicipal services.
	S. 708.29(0.1) (b) “third-party services” means services provided by a third party that is  (i) a corporation independent from the municipalities to whom the services are provided, and  (ii) the only services provider authorized under an enactment to provide the services it provides in or to the municipalities that are parties to a framework.	<p>The amendment provides a definition for “third-party services”, which specifies that for the purpose of an ICF, a “third-party service” is one for which a third-party is legislatively required to provide it. RMA’s understanding is that this would apply to services such as libraries, policing, post offices, and others that involve a requirement that an outside entity is involved in service delivery. It is RMA’s understanding that this definition would not apply to cases in which a municipality makes a local decision to contract a service to a third-party (such as solid waste collection). RMA is also seeking further clarity on how this provision would apply to policing. While the <i>Police Act</i> mandates a prescriptive list of policing service delivery mechanisms, it does not mandate that policing be provided by a third-party, and several municipalities in the province have chosen to form their own municipal police service. Because for many municipalities, policing costs are fixed based on an external formula (police funding model) and it is impractical for the majority of municipalities in the province to form a municipal police service, RMA is seeking clarity on how this provision impacts policing costs.</p> <p>This definition is relevant in relation to s. 708.29 (1.2), which specifically states that third-party services cannot be included in ICFs and ensures municipalities are not drawn into negotiations over services they do not fully control, helping to maintain the integrity and purpose of the ICF process in supporting collaboration among municipalities.</p>

	<p>S. 708.29 (1.1) The content of the framework required under subsection (1) must address the provision of the following mandatory services: (a) transportation; (b) water and wastewater; (c) solid waste; (d) emergency services; (e) recreation.</p>	<p>All ICFs must now address five core service areas: transportation, water and wastewater, solid waste, emergency services, and recreation. This removes ambiguity and focuses ICFs on services that typically involve joint use or impact both parties, reducing the risk of municipalities being drawn into funding services from which their residents derive little or no benefit.</p> <p>It is important to note that this amendment does not require these services to be delivered jointly but does require each to be discussed within the ICF process.</p>
	<p>S. 708.29 (1.2) Municipalities may include additional services in the framework, other than third-party services.</p>	<p>If mutually agreed upon, other services in addition to the five mandated services may be included in an ICF (except for legislated third-party services). The ability to include or exclude additional services by mutual agreement reinforces the principle that intermunicipal collaboration should be based on local context and mutual benefit.</p> <p>This amendment is best understood in conjunction with the amendment made to s. 708.34 related to the scope of arbitration. S. 708.34 now limits arbitration to disagreements on the five mandatory services outlined in the row above. This means that if both involved municipalities do not agree to including a non-mandatory service in an ICF, or the terms by which service delivery responsibilities are shared, there is no recourse for that disagreement to be settled or the non-mandatory service to be included. In practice, this means that a non-mandatory service can only be included in an ICF if both municipalities agree that it is “intermunicipal,” and agree on specific terms.</p>
	<p>S. 708.29 (1.4) Municipalities may establish in a framework a cost calculation model respecting the costs for intermunicipal services.</p>	<p>The introduction of s. 708.29 does not mandate municipalities establish a cost calculation model, but it does signal an expectation that municipalities collaborate to develop a common methodology for measuring service delivery costs as part of the ICF process. While this is a positive step in encouraging municipalities to approach ICF development through a data-supported lens, the legislation does not provide a definition or otherwise clarify as to what a “cost calculation model” is, how it should be used in the process, or the process to be taken if municipalities agree (or disagree) on its use or the correct methodology.</p> <p>For this amendment to lead to an increase in data-informed ICF development, it will be crucial for Municipal Affairs to work with RMA and other stakeholders to emphasize the importance and value of</p>

		using data, as well as capacity and financial supports to assist municipalities in gathering appropriate data related to both costs, current service usage, and service level requirements or expectations.
	S. 708.29(1.5) Each municipality in a framework must disclose to the others any information, data or assumptions it is relying on in arriving at its proposal for a cost calculation model.	<p>The allowance for municipalities to mutually develop cost calculation models, with associated data-sharing requirements, supports more transparent, evidence-based negotiations.</p> <p>S. 708.29(1.5) will be helpful in further creating an expectation that municipalities utilize data during the negotiation process and enhance accountability and transparency in terms of how municipalities are establishing their positions related to shared service delivery. However, it does not address what, if any, recourse is available if a municipality lacks data, uses inaccurate, irrelevant, or poor-quality data, or refuses to acknowledge data provided by the other municipality. The assumed recourse would be to seek arbitration as to the validity and relevance of data, but this may be complex and contentious without some standard or expectation as what level of data is sufficient for negotiations.</p>
	S.708.29(1.7) The capital costs for a new facility providing mandatory services may only be included in a framework if, by a prior agreement, all municipalities that are party to the framework have participated in the design of and decision to construct the facility.	<p>The inclusion of s. 708.29(1.7) is a significant addition to limit the extent to which municipalities that may not host capital assets providing a regional service are expected to contribute to the costs of that capital asset.</p> <p>The initial round of ICF negotiations included some instances of municipalities seeking cost contribution commitments from municipal neighbours on major capital projects that were in early planning stages, or even in a long-term conceptual stage. The addition of this section will ensure that contributing municipalities have the ability to request specific input into new capital projects as a condition of contributing, or to simply decline to contribute to a new capital project. This is an important change to ensure equitability between host and contributing municipalities in terms of long-term capital cost responsibilities.</p>

	<p>S. 708.29(1.8) The prior agreement referred to in subsection (1.7) must contain provisions reflecting that the municipalities have addressed and agreed to the nature of the participation of each municipality in the decision to design and construct the facility.</p>	<p>In relation to the capital costs within an ICF, all parties must agree upon the roles and responsibilities (i.e. the work) that each party undertakes. This is a positive inclusion in conjunction with the section outlined in the row above.</p>
	<p>S. 708.29 (1.91) The Minister may make regulations relating to the inclusion of capital costs in a framework.</p>	<p>It is likely that this amendment is intended to allow the Minister to provide more prescriptive direction on the inclusion of capital costs beyond the inclusion of s. 708.29(1.7) and s. 708.29(1.8). It may also allow for more direction in terms of how capital costs for existing assets are addressed in ICFs. Ideally, RMA supports local decision-making in this area, with the added guidance of the changes to new capital costs, and plans to seek more information on if, when and how the Minister may use this power.</p>
<p>S. 708.33(1) In order to create a framework, the municipalities that are to be parties to the framework must each adopt a bylaw or resolution that contains the framework.</p>	<p>S. 708.33(0.1) In this section, “act in good faith” means to</p> <ul style="list-style-type: none"> <li>(a) act honestly, respectfully and reasonably,</li> <li>(b) communicate appropriately,</li> <li>(c) share necessary information,</li> </ul>	<p>This amendment provides a definition of “act in good faith.” The addition of the definition provides clearer expectations for municipal conduct during ICF negotiations. RMA supports this clarity, as it encourages respectful, honest, and informed discussions, which may improve cooperation. However, the broad and subjective nature of terms like “reasonable,” “necessary,” and “appropriate” may limit enforceability and create challenges in resolving disputes if parties interpret these standards differently.</p>

(3) In creating or reviewing a framework, the municipalities must negotiate in good faith.	(d) meet through authorized representatives, and  (e) be willing and prepared to discuss all issues and explain all rationale.	
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#### ICF Arbitration, S. 708.34-43

Previous Status	Amended Status	Summary/Analysis
S. 708.34 applied broadly to enable arbitration in situations in which municipalities failed to reach agreement on an ICF under any circumstances.	<p>S. 708.34 narrows the scope of arbitration by specifying that it only applies when the inability to agree is due to a matter involving a mandatory service listed in s. 708.29(1.1):</p> <ul style="list-style-type: none"> <li>◆ Transportation</li> <li>◆ Water and wastewater</li> <li>◆ Solid waste</li> <li>◆ Emergency services</li> <li>◆ Recreation</li> </ul> <p>Note that this change is further enabled/operationalized by an amendment to s. 708.35(1).</p>	This amendment helps ensure the process remains a last resort, limited to unresolved mandatory service areas. As addressed above, this also essentially prevents non-mandatory services from being included in ICFs unless the inclusion and terms are mutually agreed upon, as there is no conflict resolution recourse available for non-mandatory services.

<p>S. 708.36(7) An arbitrator must not make an award...</p> <p>(d) that is contrary to an intermunicipal development plan under Part 17 or a growth plan.</p>	<p>S. 708.36(7) An arbitrator must not make an award...</p> <p>(d) that is contrary to an intermunicipal development plan under Part 17 or a growth plan,</p> <p>(d.1) that negates a matter, in relation to the award, that the municipalities have agreed to, unless that matter is beyond the municipalities' jurisdiction,</p> <p>(d.2) that addresses a matter not previously discussed by the municipalities,</p>	<p>Arbitrators and municipalities must keep the arbitration under s. 708.34 to the narrow list of topics that initiated the arbitration, and municipalities may not introduce new matters into the arbitration process not previously contemplated. This limits the scope of the arbitrator's power to issues for which the municipalities are actively at odds. It also prevents municipalities from introducing issues that were not previously discussed during the initial negotiation. This was an issue in some situations during the first round of ICF negotiations.</p>
<p>S. 708.4(1) Where an arbitrator makes an award respecting a framework, the municipalities are bound by the award and must, within 60 days after the date of the award, adopt a framework in accordance with the award.</p>	<p>S. 708.4(1) Where an arbitrator makes an award respecting a framework,</p> <p>(a) the arbitrator must ensure the preparation of the framework that reflects or incorporates the award and submit it to the municipalities within 30 days after the award is finalized, and</p> <p>(b) the municipalities are bound by the award and must, within 60 days after the date the arbitrator submits the framework to the municipalities, adopt the framework in accordance with the award.</p> <p>(1.01) The arbitrator must provide a copy of the award and the framework to the Minister within 30 days after the award is finalized.</p>	<p>The amendment adds additional checkpoints to ensure that the decision rendered by the arbitration has begun to be implemented. Work must be initiated within 30 days of the arbitrator's decision. The municipalities are bound by the decision and must submit a framework that abides by the decision within 60 days after the decision is rendered. The arbitrator must give that decision and the framework that resulted to the minister within 30 days of the framework being finalized.</p> <p>This inclusion of specific timeframes related to the arbitrator's requirements in providing a final decision places a proportional level of accountability on arbitrators to act in a timely manner and allow consistency across the province in terms of the amount of time municipalities have to adopt a framework in alignment with the arbitrator's direction.</p>



<p>There were no previous provisions for the Minister to order a municipality to pay arbitration costs.</p>	<p>S. 708.41(3) If a municipality fails to pay its proportion of the arbitrator's costs, the Minister may order the municipality to pay its proportion of the costs.</p> <p>(4) If the municipality fails to comply with the Minister's order under subsection (3), the Minister may take any measure set out in section 708.43(3) and shall provide reasons to the municipality for taking any of the measures.</p>	<p>The amendment addition allows the Minister to order payment and, failing payment, order any measure necessary to claim the funds. While this amendment makes sense in terms of requiring accountability on the part of involved municipalities, it is disappointing that it was not accompanied by other amendments to how arbitration costs are allocated among involved municipalities.</p> <p>In some cases, municipalities may be reluctant to pay because they view their share of costs as unfair or inequitable. RMA requested changes to s. 708.41 to address how arbitration costs are allocated but this was not addressed in Bill 50.</p>
<p>S. 708.43(2) empowered the Minister to take necessary measures if a municipality failed to comply with an ICF, including the withholding of funds from the municipality.</p>	<p>S. 708.43(2) expands the Minister's authority to address non-compliance with either a framework or an arbitrator's award.</p> <p>The Minister can also act if a municipality fails to adopt a framework that reflects a binding arbitrator's award.</p> <p>New powers include imposing a framework on the municipality that reflects the award.</p> <p>The Minister must now provide reasons for any actions taken under this authority.</p>	<p>The amendments give the Minister enhanced authority to enforce arbitrator-created ICFs, including for mandatory services under s. 708.29(1.1):</p> <ul style="list-style-type: none"> <li>♦ Transportation</li> <li>♦ Water and wastewater</li> <li>♦ Solid waste</li> <li>♦ Emergency services</li> <li>♦ Recreation</li> </ul> <p>This ensures that municipalities comply with binding arbitration decisions regarding mandatory services.</p>

## Intermunicipal Collaboration Frameworks: RMA Quick Analysis

The majority of Bill 50's changes to the ICF process align with RMA's advocacy positions. RMA's ICF priority areas were focused on clarifying the scope and meaning of "service" and "intermunicipal" to ensure a balance of provincewide consistency and local autonomy in the ICF process. RMA also specifically called for restrictions on the inclusion of legislated third-party services as well as the scope of arbitration. Additionally, RMA called for a requirement that financial contributions to an intermunicipal service should be accompanied by corresponding input into the service delivery method and service level.

While RMA views nearly all the ICF-related changes as positive, significant details as to how many will play out in practice are not yet known. Examples include how increased expectations for data usage will be reflected in practice, and how disputes related to non-mandatory services will be addressed if they impact the ability of municipalities to reach agreement on mandatory services.

RMA also plans to continue to advocate for enhanced funding and capacity-building support from the province related to data-gathering and usage, both related to costs and service levels. Overall, the changes place higher expectations on municipalities as to how they develop ICFs, and without proper support, many municipalities will be at high risk of being unable to develop and utilize quality data.

## Codes of Conduct and Meeting Procedures

### Meeting Procedures, S. 145

Previous Status	Amended Status	Summary/Analysis
<p>S. 145(1) A council may, by bylaw, establish the procedures to be followed by the council.</p> <p>(3) Where a council establishes a council committee or other body, the council may, by bylaw, establish the functions of the committee or body and the procedures to be followed by it.</p>	<p>S. 145(4): The Minister may issue orders that: Establish or amend procedures for council and committee meetings and prohibit certain matters from being included in municipal bylaws. These ministerial orders override municipal bylaws in cases of conflict (S. 145(8)).</p> <p>S. 145(7): Councils can pass bylaws on procedures so long as they don't conflict with ministerial orders or include prohibited matters.</p> <p>S. 145(9-10): Councils cannot regulate conduct or create codes of conduct for councillors or non-councillor committee members via bylaw or resolution. Any such bylaws or resolutions in effect prior to this change are automatically repealed.</p> <p>S. 145(11): Councils must update existing bylaws within 6 months of a ministerial order to comply with it.</p> <p>S. 145(12): These ministerial powers do not apply to boards or other bodies established under the Act that are not council committees.</p>	<p>The new provisions under s. 145 remove the ability of municipalities to develop a procedural bylaw, unless it aligns with ministerial guidelines, as referenced in s. 145(4). This will reduce municipal autonomy and centralize authority over municipal meeting and governance processes at the provincial level, as municipalities' procedural rules are now subject to provincial override.</p> <p>The removal of local authority to govern councillor and committee member conduct marks a significant shift in governance dynamics, especially for municipalities that previously maintained codes of conduct.</p> <p>RMA is hoping to work with Municipal Affairs and other municipal stakeholder associations to inform the development of the Minister's orders under s. 145(4) to ensure they are as flexible as possible and continue to allow municipalities to determine the majority of their own meeting procedures.</p>

## Codes of Conduct, S. 146, 153

Previous Status	Amended Status	Summary/Analysis
<p>S. 146.1(1) A council must, by bylaw, establish a code of conduct governing the conduct of councillors.</p> <p>(2) A code of conduct under subsection (1) must apply to all councillors equally</p> <p>(3) A council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors.</p> <p>S. 153 Councillors have the following duties:</p> <p>(e.1) to adhere to the code of conduct established by the council under section 146.1(1).</p>	<p>Repealed.</p>	<p>Bill 50 proposes the full repeal of council codes of conduct. Specific changes include:</p> <ul style="list-style-type: none"> <li>♦ All existing municipal bylaws or resolutions addressing council conduct will be repealed.</li> <li>♦ All existing complaints, investigations, or sanctions related to conduct will be terminated, except those subject to the judicial process, which remain in the jurisdiction of the courts.</li> </ul> <p>RMA has previously advocated for improvements to codes of conduct, rather than their removal. The complete removal of codes of conduct – without a clearly articulated plan for a replacement accountability mechanism – presents some potential risks:</p> <ul style="list-style-type: none"> <li>♦ Municipalities will lack enforceable tools to address problematic behaviour by council members, particularly conduct occurring outside of formal council meetings.</li> <li>♦ There is no interim mechanism for accountability, which is especially concerning given the unknown timeline for the creation of a potential provincial integrity commissioner.</li> <li>♦ The repeal undermines municipal autonomy and self-governance by removing a mechanism to address internal issues at the local level.</li> </ul>

## Code of Conduct and Meeting Procedures: RMA Quick Analysis

The decision to completely eliminate codes of conduct is significant. While this decision will likely be viewed as a positive by some councils and councillors and a negative by others, it removes any formal accountability mechanism related councillor conduct outside of meetings and limits the ability of municipal staff and the public to raise concerns with the conduct of a councillor. RMA's existing position was that the code of conduct process included significant weaknesses and required improvements related to the investigation and sanctioning process; however, RMA did not advocate for nor expect codes of conduct to be eliminated completely.

The Minister of Municipal Affairs has stated an intent to engage with municipal stakeholders on the possible creation of a provincial integrity commissioner to play a yet-to-be-determined role related to council governance and conduct issues. While this may in the long run enhance the quality of municipal governance, nothing is known about the timing of the engagement process, the likelihood of such a body actually being created, responsibility for costs associated with such a body, or what (if any) internal municipal processes will replace codes of conduct as a local tool to identify and direct governance or conduct concerns to an integrity commissioner. While RMA sees pros and cons to codes of conduct, integrity commissioners, and moving forward with no specific council conduct accountability mechanism, the current approach is quite confusing in that it suggests that there is merit to some sort of accountability regime but leaves municipalities with no available process immediately before and (likely) immediately following an election, when it could be argued the risk of council conduct issues may be highest.

The change to empower the Minister to develop procedural orders that must be applied in all municipalities is, according to Municipal Affairs staff, intended to partially off-set the elimination of codes of conduct by allowing the Minister to mandate certain complaint or dispute resolution processes within council meetings. RMA is concerned with this approach for two reasons:

- ♦ This change makes it further unclear why codes of conduct were removed. If the Minister sees a need to prescribe processes in municipal councils to address council conduct, why not just maintain codes of conduct, perhaps with a narrower scope?
- ♦ Unlike codes of conduct, which were mandatory for all municipalities to have but could be customized based on local priorities, the change to S. 145 allows the Minister to undermine local autonomy by requiring municipalities to follow very specific meeting processes, even if they are not well-suited to their council structure or dynamics.

RMA expects that the Government of Alberta will engage with municipal stakeholders on changes to meeting procedures. This will be crucial to ensure any ministerial orders are as narrow and unobtrusive as possible.

## Chief Administrative Officer (CAO) Accountability

### CAO Provisions, S. 205 and 206

Previous Status	Amended Status	Summary/Analysis
<p>S. 205(2) Every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer.</p> <p>(3) If more than one person is appointed, the council must by bylaw determine how the powers, duties and functions of the position of chief administrative officer are to be carried out.</p>	<p>S. 205(2) Every council must appoint one person to carry out the powers, duties and functions of the position of chief administrative officer.</p> <p>(3) Repealed.</p>	<p>This amendment creates a consistent, singular CAO role in all municipalities across the province.</p>
<p>No previous provision.</p>	<p>S. 206(1.1) A council may not pass a bylaw that varies the requirement of a majority referred to in subsection (1).</p> <p>(1.2) Any provision in a bylaw that varies the requirement of a majority referred to in subsection (1) is repealed on the coming into force of subsection (1.1).</p>	<p>S. 206 addresses the appointment, suspension, and revocation of a CAO by majority vote.</p> <p>The amendments cement a majority vote requirement for appointment, suspension, or revocation of the person in the CAO position.</p>

## Use of Natural Person Powers, S. 208

Previous Status	Amended Status	Summary/Analysis
No previous provision.	S. 208(3) The chief administrative officer must report to council in writing within 72 hours after the chief administrative officer exercises the municipality's natural person powers under S. 202(1).	<p>RMA has heard several concerns from member municipalities regarding the potential implications of the proposed changes:</p> <ul style="list-style-type: none"> <li>♦ The concept of "natural person powers" is broad, encompassing most day-to-day administrative activities (e.g., hiring, contracts, legal settlements, and others).</li> <li>♦ Requiring a written report to council within 72 hours for each exercise of these powers would significantly increase administrative burdens and blur the lines between governance and operations.</li> <li>♦ There is a risk of increasing political interference in administrative processes linked to the increased reporting.</li> <li>♦ It is unclear how this provision would be enforced, or whether non-compliance could be grounds for dismissal "for cause."</li> </ul> <p>Importantly, RMA is not aware of any other jurisdiction with similar reporting requirements tied to natural person powers, suggesting this provision is both novel and untested in the municipal governance context.</p> <p>Further, the interplay between the requirement in s. 208.1(1) for CAOs to share responses to individual councillor information requests with council within 72 hours and the natural person power notification rule is unclear and could result in redundant or conflicting obligations.</p>

## CAO Duty to Provide Information to Councillors, S. 208.1

Previous Status	Amended Status	Summary/Analysis
No previous provision.	<p>S. 208.1(1) ...where a councillor requests information from the chief administrative officer or designate, the information must be provided as soon as is practicable.</p> <p>S. 208.1(2) Where the requested information is personal or confidential information, the chief administrative officer designate may refuse to provide the information.</p> <p>S. 208.1(3) Where the chief administrative officer or designate provides information to a councillor, the information must be provided to all other councillors within 72 hours of the information being provided to the councillor.</p> <p>S. 208.1 (4) The chief administrative officer or designate must provide reasons to all councillors for refusing to provide the information requested under subsection (1).</p>	<p>Councillors are already authorized to obtain information about the operation or administration of the municipality from the CAO or designate under s. 153(d) of the MGA. This amendment requires the CAO or designate to provide that information to a councillor, unless it involves personal or confidential details that cannot legally be shared. Any information shared must also be given to the rest of council within 72 hours. The CAO must provide reasons to all councillors if specific information cannot be shared.</p> <p>Under the amendments, the Minister can create regulations regarding how the information is provided, and additional factors for determining whether to refuse a request.</p> <p>It is unclear as to the meaning of some of the conditions in s. 208.1(2) that the CAO or designate must consider when determining whether to share confidential information. In particular, the addition of s. 208.1(2)(d), which states that the CAO/designate may consider “any other relevant factor” risks creating confusion among administration and council and may pose a liability risks to the CAO/designate if they inadvertently do not consider a “relevant factor” and share personal information that they should not.</p>



## Chief Administrative Officer (CAO) Accountability: RMA Quick Analysis

The changes related to CAO reporting requirements appear to be based on a perceived need for CAOs to provide a broader scope of information to councils in a more streamlined manner. While there is no question that mutual accountability, transparency, and sharing of information is crucial to a strong council-administration relationship, some of the changes made in this area are extremely broad and present a risk of creating unrealistic reporting expectations and an administrative burden on CAOs.

RMA is especially unclear on the practical application of s. 208(3), requiring the CAO to continually report on any use of natural person powers. The MGA (s. 1(f)) defines “natural person powers” as “the capacity, rights, powers and privileges of a natural person.” While most analysis and summary of Bill 50 to this point has equated natural person powers with actions such as signing contracts and hiring or firing employees, the MGA definition is sufficiently broad that the change could be interpreted as requiring CAOs to report on every single action, task, decision, or conversation they undertake. A broad interpretation such as this would make the requirement virtually impossible to fulfill, and even a narrower interpretation focused on more formal and impactful actions would be onerous; in discussions with several CAOs on this issue, RMA has heard anecdotal estimates that CAOs exercise natural person powers between 20 and 100 times a day. In addition to the practical challenges this change would present, the lack of detail as to what is meant by “report” in s. 208(3) is likely to cause additional confusion. Take, for example, a situation in which a CAO hires a new employee. Some would interpret the change as simply requiring the CAO to report that they hired an employee, while others could interpret it as requiring that council be informed of the employee’s name, position, salary, resume, interview evaluation, etc. RMA assumes this is not the intent, but it is a valid interpretation as written.

RMA supports ongoing engagement between Municipal Affairs and municipal stakeholders, including municipal administrator associations, to assess and seek improvements to the council-CAO relationship. In some cases, this could include legislative changes to enhance CAO accountability and transparency. Unfortunately, to RMA’s knowledge, the changes in this area in Bill 50 were not based on such consultation and pose a high risk of creating more confusion, red tape, and conflict in some municipalities. At minimum, they will likely increase the workload of CAOs and provide an unclear benefit to councils.

## Authority of Official Administrators

### Expansion of Rights and Responsibilities of Official Administrators, S. 575(2)

Previous Status	Amended Status	Summary/Analysis
<p>S. 575(2) So long as the appointment of an official administrator under this section continues,</p> <p>(a) no bylaw or resolution that authorizes the municipality to incur a liability or to dispose of its money or property has any effect until the bylaw or resolution has been approved in writing by the official administrator, and</p> <p>(b) the official administrator may at any time within 30 days after the passing of any bylaw or resolution disallow it, and the bylaw or resolution so disallowed becomes and is deemed to have always been void.</p>	<p>S. 575(2)(c) the official administrator</p> <p>(i) must be notified by council of any regularly scheduled or special council meetings,</p> <p>(ii) may be present during all meetings of council that are closed to the public except where matters subject to legal privilege are being discussed,</p> <p>(iii) may direct the municipality to provide a copy of any records, except records subject to legal privilege, in the municipality's possession to the official administrator within the time specified by the official administrator, and</p> <p>(iv) must sign or authorize agreements, cheques and other negotiable instruments of the municipality or council in addition to the person signing or authorizing those agreements, cheques and other negotiable instruments under section 213(4).</p>	<p>The amendments dictate an official administrator:</p> <ul style="list-style-type: none"> <li>♦ Must be notified of any council meetings</li> <li>♦ May be present for any meeting of council that is closed to the public except in cases of legal privilege</li> <li>♦ Is authorized to direct the municipality to provide a copy of any records, except records that are subject to legal privilege</li> <li>♦ Must sign or authorize agreements, cheques, and other negotiable instruments of the municipality in addition to the person authorizing</li> </ul> <p>An official administrator is typically appointed in situations where a municipality is facing significant governance or other challenges. Expanding the administrator's existing powers to ensure they have adequate access to – and involvement in – council meetings and have an expanded role in administrative and financial matters, will ensure they can more effectively support continued municipal governance and operations.</p>

## Authority of Official Administrators: RMA Quick Analysis

RMA generally agrees with the Bill 50 changes related to the authority of official administrators. RMA's recent post-dissolution impacts study included a recommendation for an automatic appointment of an official administrator (in a supervisory role) for situations in which municipalities have been voted to dissolve, but prior to the actual date of dissolution. The intent of this recommendation is to ensure the council does not make any material financial decisions that will negatively impact the financial state of the absorbing municipality. While Bill 50 does not make the appointment of an official administrator mandatory in such cases, the expansion of the information to be shared with official administrators and their presence at meetings will ensure they are able to exercise their role more effectively when they are appointed in such situations.

## Regulation Making Authority

Defining “Public Interest” and “Policy of Government”, S. 179.2 and S. 603.02

Previous Status	Amended Status	Summary/Analysis
No previous provision.	S. 179.2 The Lieutenant Governor in Council may make regulations defining “public interest” for the purposes of this Division.	<p>This new provision links to s. 179.1, added through Bill 20 in 2024. S. 179.1 empowers Cabinet to direct a vote to dismiss a councillor if they deem the dismissal to be in the “public interest”. The section does not define “public interest”, allowing the Minister to update the definition through regulation.</p> <p>While Municipal Affairs has indicated that they do not plan to utilize this regulation-making power in the near future, the threat remains, and RMA continues to be opposed to the inclusion of this Cabinet power as it is an infringement on local autonomy. RMA’s original 2024 analysis of s. 179.1 stated, in part, the following:</p> <p>“This change allows the Government of Alberta to wield a constant ‘hammer’ over councillors that speak out against provincial policy, or potentially that disagree with their council colleagues on issues with provincial significance.”</p>
No previous provision.	S. 603.02 The Lieutenant Governor in Council may make regulations defining “policy of the Government” for the purposes of section 603.01(e).	<p>This new provision links to s. 603.01, added through 2024’s Bill 20. S. 603.01 empowers Cabinet to order a municipality to amend or repeal a bylaw for several reasons, including if, in Cabinet’s opinion, the bylaw does not align with a “policy of the Government.” This provision would allow the Minister to develop a regulation to define “policy of the Government.”</p> <p>Municipal Affairs has indicated that they intend to develop a regulation under s. 603.02 in the near future. However, RMA continues to oppose the initial inclusion of s. 603.01, as it undermines municipal autonomy. RMA’s original 2024 analysis of s. 603.02 stated, in part, the following:</p> <p>“S. 603.01 challenges local autonomy and municipal decision-making, and provincial intervention could create significant issues for rural municipalities if left unchecked. Giving the province the power to change or repeal bylaws that they disagree with is contrary to the grassroots, conservative, anti-red tape values that this provincial government claims to stand for; based on the RMA’s interpretation, the clause allowing repeal based on misalignment with ‘provincial policy’ allows for exactly this.”</p>

## Regulation Making Authority: RMA Quick Analysis

RMA remains opposed to the Bill 20 addition of Cabinet powers that could force a vote to remove councillors and to unilaterally repeal and amend bylaws. The fact that these powers were inserted into the MGA before defining the circumstances in which they could be used is troubling in itself. RMA is also concerned that the most impactful and complex definitions will be developed through regulation, which undermines the democratic process that should be reviewed to develop or amend such contentious terms. While defining “public interest” and “policy of the Government” may have the effect of limiting when Cabinet can exercise these provisions, an overly broad definition in the regulation would allow for significant government over-reach. RMA continues to question the need for these powers, as well as the inclusion of these “catch-all” clauses associated with each, especially when both sections of the Act already include a more specific list of circumstances in which the powers can be exercised by Cabinet.

# Changes to the Local Authorities Election Act

## Voting, Recounts, Withdrawal, and Campaign Finances

### Candidate Withdrawal, S. 32

Previous Status	Amended Status	Summary/Analysis
<p>S. 32(1) A person nominated as a candidate may withdraw as a candidate at any time during the nomination period.</p> <p>(2) At any time within 24 hours after the close of the nomination period, if more than the required number of candidates for any particular office are nominated, any person so nominated may withdraw as a candidate for the office for which the candidate was nominated by filing with the returning officer a withdrawal in writing.</p>	<p>S. 32 An individual nominated as a candidate may, at any time during the nomination period or within 24 hours after the close of the nomination period, withdraw as a candidate for the office for which the candidate was nominated by filing a withdrawal in writing with the returning officer.</p>	<p>The amendment removes the legislative requirement that there be more than the required number of candidates for any particular office to permit a party to withdraw as a candidate. This would also, presumably, remove the requirement that there be a minimum number of candidates to hold an election (assuming the number is above 1).</p> <p>RMA is unclear as to the problem this amendment is intended to address. It would appear that this change could cause new challenges by allowing candidates to withdraw after nomination closes even if it results in fewer than the required number of candidates running. RMA's interpretation of this change is that it would allow a candidate to withdraw even if they are the only person running for a position. If this is the case, it is unclear whether the returning officer would be permitted to reopen nominations under s. 31(1).</p>

## Voting, S. 48.1, 49, 78, and 84.1

Previous Status	Amended Status	Summary/Analysis
No previous provision.	S. 48.1(1) This section applies to an election held in 2025 or 2026 in a local jurisdiction in the same area as the Municipality of Jasper.	The provisions in s. 48.1 lay out the scheme for permitting displaced Jasper residents to vote or be nominated in the upcoming municipal election in October. The individual must have been a resident of Jasper prior to July 22, 2024, and provide a statement that they are still displaced because of the 2024 wildfires, and that they intend to return to Jasper as soon as reasonably practical. The individual must also meet the proof of elector eligibility requirements outlined in s. 53.03.
S. 49(8) No candidate, official agent or scrutineer shall take a photograph or make a copy of the permanent electors register.	<p>S. 49(7.1) Only a returning officer may use a permanent electors register and only as it relates to the exercise of a power or performance of a duty of a returning officer under this Act.</p> <p>(8) For greater certainty, a candidate, official agent or scrutineer shall not access or use the permanent electors register, including, without limitation, taking a photograph or making a copy of the register.</p>	<p>The amendments are made in line with the creation of the “permanent electors register”, the catalog of registered voters in Alberta.</p> <p>The addition restricts the power of officers to those listed under the LAEA. The amendment changes the language of s. 49(8) to explicitly include new designations and emphasizes the restriction of sharing or possessing personal information.</p> <p>This is an important amendment to protect the privacy of voters and ensure that candidates cannot use the register to contact or access the personal information of voters.</p>

No previous provision.	S. 49.1 A municipality that prepares a permanent electors register in accordance with s. 49 must, on request, provide a copy of the permanent electors register to another elected authority in the same area.	<p>This permits the sharing of voter data with elected officials/authorities within the municipality.</p> <p>The LAEA defines “elected authority” as a municipality or school board, so this is presumably intended to allow those entities to share voter registry information. It is unclear why the new section uses the term “area,” as this seems unnecessarily broad and could be interpreted by some as allowing sharing across municipal boundaries.</p>
S. 78(1) The deputy, at the request of an elector who is unable to vote in the usual manner, shall mark the vote of that elector on the elector’s ballot in the manner directed by that elector, and shall immediately deposit the ballot in the ballot box.	S. 78(1) The deputy, at the request of an elector who is unable to vote in the manner prescribed by this Act and, if an elector assistance terminal is available, who does not elect to vote by that means, shall mark the vote of that elector on the elector’s ballot in the manner directed by that elector, and shall immediately deposit the ballot in the ballot box.	The amended section contemplates the voting process inclusive of an elector who uses or could use an elector assistance terminal when available.
No previous provision.	S. 84.1 Enables the use of “elector assistance terminals” in the LAEA. The amendment allows for the use of a device that allows individuals with disabilities to more effectively and privately register their vote.	<p>It remains with the municipality to pass a bylaw permitting the taking of votes through this method. If a bylaw is passed, the terminal must allow for an independent vote, must not be connected to any network, must create a paper ballot to be cast, allow the vote to be verified before it is cast, and does not enable the choice to be known to election officers.</p> <p>RMA supports the intent of this amendment. However, it is currently unclear to RMA whether these terminals are widely available, the types of terminals that may be available, as well as the cost of purchasing and operating. RMA expects that the Government of Alberta would support municipalities in procuring terminals that meet the specific requirements outlined in s. 84.1 to ensure equitable access to voting across the province.</p>



## Recounts, S. 98

Previous Status	Amended Status	Summary/Analysis
<p>S. 98 previously allowed a returning officer to conduct a recount if there were reasonable grounds to suspect an error in the vote count, including questionable ballots, administrative or technical errors, or close results. A mandatory recount was triggered if the vote margin was within 0.5% under specific conditions and a qualified candidate applied within 44 hours after polls closed. The process included notification of affected parties, a manual count of ballots, and re-sealing of the ballot box. The recount had to be completed before official results were declared or within 96 hours for bylaws or questions.</p>	<p>S. 98 maintains similar criteria for when a returning officer may or must conduct a recount but splits the recount process into clearer sections. Recounts may occur if there are reasonable concerns over the count, administrative error, or potentially outcome-altering ballot issues, with applications required within 44 hours. Recounts are mandatory when the vote margin is within 0.5% and requested by an eligible candidate within 72 hours of results being posted. The recount procedure is detailed, requiring 12 hours' notice to affected parties, manual counting, and proper resealing of the ballot materials.</p>	<p>The amendments clarify and streamline recount procedures while retaining core principles. Applicants must still demonstrate reasonable belief of an inaccurate count, and recounts remain dependent on how close the vote margin is and/or the presence of errors. The amendment clearly separates discretionary and mandatory recounts and extends the recount request window for close results from 44 to 72 hours. Deadlines for completing recounts remain in place.</p>

Political Party Campaign Finances (Specific to Edmonton and Calgary), S. 147

Previous Status	Amended Status	Summary/Analysis
<p>S. 147.1 defined “campaign expense” strictly as expenses or non-monetary contributions used to directly promote or oppose a candidate during the campaign period. A “candidate” was an individual either nominated or intending to be nominated for municipal election. “Contribution” referred to money, property, or services given to benefit a campaign without fair compensation, excluding volunteer services. Contributions were valued at fair market rate, and if sold below that rate, the discount counted as a contribution. Prohibited organizations, like school boards, could not contribute.</p>	<p>S. 147.1 expands “campaign expense” to include expenses by local political parties or slates in addition to individual candidates. The definition of “candidate” and “contribution” is updated to reflect this broader scope, now applying to both candidates and local political parties. A new term, “endorsed candidate,” is introduced to recognize those officially backed by political parties. The valuation of non-monetary contributions and rules for discounted services remain consistent but now apply to both candidates and political parties. School boards are still considered prohibited organizations.</p>	<p>The amendments broaden the framework of election finance by formally recognizing local political parties and their role in campaign spending and contributions. The definition of “contribution” shifts subtly in legal nuance: by replacing “for the benefit of” with “in respect of,” the amended legislation may loosen restrictions on how donated resources are used, potentially allowing spending on uses loosely related to the campaign. Introducing “endorsed candidate” aligns with the formalization of political parties at the municipal level, signaling a shift toward more party-based local elections.</p> <p>RMA plans to undertake further analysis on this change. However, any amendment that provides a party-affiliated candidate with a financial advantage over a non-party-affiliated candidate undermines election fairness. One of RMA’s primary concerns with the introduction of political parties in Edmonton and Calgary – and potentially province-wide in future elections – is that it would result in inequities related to financial capacity and resource-sharing among candidates. If candidates choose to align with a party, they should do so based on common views or priorities, not because it will provide them with a financial or resource advantage.</p>
<p>S. 147.13(2) Every candidate and every person acting on behalf of a candidate shall make every reasonable effort to advise prospective contributors of the provisions of this Part relating to contributions.</p>	<p>S. 147.13(2) A candidate, a local political party and a person acting on behalf of a candidate or a local political party shall make every reasonable effort to advise prospective contributors of the provisions of this Part relating to contributions.</p>	<p>The amendment addresses the responsibility of contributors. The substitution in the opening sentence expands the application of S. 147.13 from candidates and their election team to that of the candidate, their election team, and their local political party. They are now mutually responsible for ensuring that any individual contribution is within the set limit. This amendment also further entrenches the presence of local political parties in the Act.</p>

<p>No previous provision.</p>	<p>S. 147.25 allows unrestricted transfers of money, real property, goods, services, or campaign-related debt between a local political party and one of its endorsed candidates. These transfers are explicitly excluded from being classified as contributions or campaign expenses under the Act. However, all transfers must be recorded with details of the source and amount and included in the required disclosure statements for both the candidate and the party. Any monetary transfers must be deposited into the candidate's campaign account.</p>	<p>The amendment introduces a significant shift by permitting unlimited financial and non-financial transfers between local parties and their candidates, which are not treated as campaign contributions or expenses. While transparency is maintained through mandatory disclosure, the exclusion from traditional financial reporting categories may obscure the true scale of campaign financing.</p> <p>While RMA noted above a need to undertake further analysis on changes to s. 147.1 to determine its impact on the advantages afforded to party-affiliate candidates, the inclusion of s. 147.25 appears much clearer and more concerning from a candidate equity perspective.</p> <p>Based on RMA's interpretation, this section would allow political parties to distribute financial resources to candidates that they have collected at the party level. The use of the term "between" indicates that candidates may transfer collected candidate contributions to the party, which may subsequently transfer them to other candidates. This would appear to open a massive loophole in which a party could run a large number of candidates as a means to collect campaign contributions, which could then be funneled through the party to a small number of "star" or high-priority candidates, affording them virtually unlimited financial resources. RMA plans to undertake further analysis on this change to confirm this interpretation. If correct, this creates a massive "uneven playing field" between party-affiliated and non-party-affiliated candidates.</p>
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## Voting, Recounts, Withdrawal, and Campaign Finances: RMA Quick Analysis

While some of the changes made to the LAEA appear focused on better clarifying existing processes (recount changes) or addressing gaps in previous changes (allowance of elector assistance terminals as an exception to previous Bill 20 ban on electronic vote tabulators), others in relation to the likely expansion of political parties to all municipalities in 2029 are highly concerning. While the decision to permanently instill political parties is officially expected to be based on the outcomes of piloting political parties in Calgary and Edmonton, based on the further amendments being made to the LAEA to contemplate political parties, it appears likely to move forward.

RMA's initial input to Municipal Affairs in relation to political parties emphasized the importance of ensuring a candidate does not receive an unfair financial advantage through affiliating with a party. Specifically, RMA stated the following:

No candidate should receive a financial benefit (in the form of increased contribution or expense limits) from running under a party banner. For example, if three candidates from the same party run in a municipality, they should not be permitted to pool or combine their expense limits; expenses must be tracked for each individual candidate. Parties should also be expressly prohibited from pooling expense limits across municipalities. Not doing so could allow a party to run "dummy" candidates in a non-priority municipality and transfer their expense limit space to candidates in high-priority municipalities.

In addition to not allowing candidates within parties to pool expense limits, parties themselves should not have a separate expense limit beyond individual candidates. Presumably, one advantage of parties would be procuring campaign materials (signs, etc.) at a lower price for individual candidates. While this is reasonable, parties cannot be permitted to incur direct campaign-related expenses on behalf of their candidates that are not captured under an individual candidate's campaign expenses.

Unfortunately, the changes in Bill 50 appear to allow for the opposite of what was proposed by RMA. There is a significant risk that this amendment will permanently change the "local" nature of municipal elections moving forward, even in small and rural municipalities (if political parties proceed provincewide) and could have impacts well beyond the campaign and election process itself by creating financial "arms races" among parties and leaving party-affiliated councillors beholden to large donors when making council decisions.

# Changes to the New Home Buyers Protection Act

## Warranty Coverage and Process Amendments

Coverage, Exemption, and Appeals, S. 3, 7, and 17

Previous Status	Amended Status	Summary/Analysis
<p>S. 3 of the New Home Buyers Protection Act (NHBPA) required that new homes be registered and covered by a home warranty insurance contract before construction began, unless exempted by the Registrar under specific conditions such as undue hardship. It also required warranty coverage to be in place before a home could be sold during or after construction. Coverage start dates varied based on ownership and construction type. Builders had to offer optional additional coverage, and sellers needed to disclose warranty details to prospective buyers.</p>	<p>S. 3 maintains the requirement for registration and warranty coverage but tightens the process for exemptions. Owner-builders may still be authorized to build without coverage, but a caveat must now be registered against the title, making the lack of coverage publicly visible. Key provisions from the Land Titles Act no longer apply to these caveats, which can only be removed through specific legal mechanisms. The exemption for undue hardship has been repealed, strengthening enforcement of warranty requirements and increasing transparency.</p>	<p>The amendments centralize and reinforce warranty requirements by eliminating subjective exemptions and introducing clear title registration requirements. The Registrar has expanded authority to impose conditions on owner-builders and register caveats against uninsured builds which should provide the public notice of risk. This may improve buyer protection by ensuring home warranty status is visible and regulated. Builders may be able to seek exemptions from these requirements for undue or financial hardship; this may allow builders to continue with their build uninsured.</p> <p>RMA does plan to undertake further analysis to understand if and how these changes will impact owner-builders as well as projects in rural or isolated areas where procuring home building services is already difficult. RMA has previous resolutions seeking clearer exemptions for warranties in cases where they will cause undue hardship or in which owners have clearly stated a preference to proceed without a warranty. While these changes may increase certainty for owners interested in a warranty, they may limit autonomy for those that are not.</p>

<p>No previous provision.</p>	<p>S. 3.01 sets out conditions under which a new home under construction can be sold. A person must not sell or offer to sell a new home unless it has valid home warranty coverage for the protection period, or the seller has obtained both an exemption and written permission from the Registrar. Sellers must also provide buyers with a disclosure notice about the warranty status. Exemptions may be granted by the Registrar in cases of undue or financial hardship. If an exemption is granted, a caveat must be registered on the land title indicating the lack of coverage, which can only be discharged under s. 3.02.</p>	<p>The amendments ensure that owner-builders cannot list or sell new homes without home warranty coverage unless exceptional circumstances apply, and they receive written approval from the Land Titles Office (LTO). While the option for exemptions based on hardship is a necessary flexibility, the lack of a clear definition for "undue hardship" introduces uncertainty and potential overuse or underuse, depending on the Registrar's interpretation. Caveat-related provisions clarify that exemptions are registered separately from standard processes under the <i>Land Titles Act</i>.</p>
<p>S. 5(1) Subject to section 6, the Registrar may, on application, issue an authorization, subject to any terms and conditions the Registrar considers appropriate, to an owner builder if the owner builder</p> <p>(a) registers the new home with the Registrar,</p> <p>(b) meets the prescribed criteria, and</p> <p>(c) pays the required fees, if any.</p>	<p>S. 5(1) Subject to section 6, the Registrar may, in accordance with the regulations, if any, issue an authorization, subject to any terms and conditions the Registrar considers appropriate, to an owner builder if the owner builder in respect of a new home</p> <p>(a) registers the new home with the Registrar,</p> <p>(b) meets the prescribed criteria, and</p> <p>(c) pays the required fees, if any.</p>	<p>Section 6 lays out the scenarios in which the LTO may refuse an owner builder their authorization to build a new home.</p> <p>This amendment requires the LTO to comply with regulations affecting the application instead of internal policy decision-making.</p>

<p>S. 17(1) A person</p> <p>(d) whose application under section 3(5) for an exemption from section 3(2) on grounds of undue hardship has been refused,</p>	<p>17(1) A person</p> <p>(d) whose application for an exemption under section 3.01(2) has been refused,</p> <p>(d.1) who is affected by any of the following decisions:</p> <p>(i) the Registrar's refusal to provide the person with the written permission referred to in section 3.01(1)(a)(ii)(B) or 3.1(8);</p> <p>(ii) the Registrar's determination that the exemption under section 3.1(2) or (3) does not apply to the person;</p> <p>(iii) the Registrar's determination under section 8(5)(a) as to whether a building or a portion of a building, or a proposed building or a portion of a proposed building, is a new home to which this Act applies or is exempt from the application of this Act.</p>	<p>Several provisions are now subject to appeal under Section 17 of Part 5 – Appeals. Appeals may now include decisions from the LTO to reject or affirm exemptions on home warranty coverage due to hardship, permission to sell without coverage, restrictions from rental use, designation caveats, approvals to rent out properties, and the application of the Act to proposed buildings.</p>
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## Warranty Coverage and Process Amendments: RMA Quick Analysis

The recent amendments to the NHBPA significantly restructure the warranty coverage process, with implications for rural municipalities across Alberta. By mandating registered home warranty coverage and restricting exemptions, these changes aim to enhance transparency and consumer protection – particularly through the use of caveats that notify potential buyers of warranty status. For rural and remote communities, however, where access to homebuilders and warranty providers is often limited, the amendments may unintentionally increase barriers to home construction. While the goal of buyer protection is commendable, it must be balanced against the realities of rural development, where flexibility is often necessary.

Owner-builders are now subject to stricter conditions, including expanded authority granted to the Registrar and new registration requirements through the Land Titles Office (LTO). The elimination of subjective exemptions such as those based solely on financial hardship may create challenges for rural residents with limited resources. While exemptions remain possible under the "undue hardship" clause, the lack of clarity around this definition could lead to inconsistent application and uncertainty. The RMA supports further analysis and stakeholder consultation, particularly to assess the long-term impacts on rural housing availability and to ensure that the needs of rural owner-builders are adequately reflected in legislation.



# Changes to the Safety Codes Act

## Safety Codes Council

Appointments and Duties, S. 16, 18

Previous Status	Amended Status	Summary/Analysis
<p>S. 16(4) The persons appointed to the Council by the Board of Directors must include persons who are experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment.</p> <p>(5) The Board of Directors shall ensure that representatives of municipalities, business, labour and persons with disabilities are appointed to the Council from among the persons described in subsection (4).</p>	<p>S. 16(4) The persons appointed to the Council by the Board of Directors must include</p> <p>(a) persons who are experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment, and</p> <p>(b) persons who are experts in or have experience with new home warranty coverage under the New Home Buyer Protection Act.</p> <p>(5) For the purpose of subsection (4), the Board of Directors shall ensure that</p> <p>(a) representatives of municipalities, business, labour and persons with disabilities are appointed from</p>	<p>Members of the Safety Codes Council include experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment. The amendments stipulate that appointees are now required to have experience with home warranty coverage under the NHBPA, in addition to the previously listed areas. This has the potential to reduce the number of qualified candidates but would promote candidates with more experience in home warranty coverage.</p>

	among the persons described in subsection (4)(a), and  (b) representatives of builders, warranty providers, insurers and homeowners are appointed from among the persons described in subsection (4)(b) with respect to the Council's duty to provide advice and recommendations referred to in section 18(d.01).	
No previous provision.	S.18 The Council...  (d.01) shall provide advice and recommendations to the Minister responsible for the New Home Buyer Protection Act if a request is made under section 8.01 of that Act.	The amendments allow the Minister to seek advice from the Safety Codes Council regarding the topics listed in s. 8.01 of the NBHPA, including the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder.

### Safety Codes Council: RMA Quick Analysis

Members of the Safety Codes Council include experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment. The amendments stipulate that appointees are now required to have experience with home warranty coverage under the NHBPA, in addition to the previously listed areas. This has the potential to reduce the number of qualified candidates but would promote candidates with more experience in home warranty coverage.

The amendments allow the Minister to seek advice from the Safety Codes Council regarding the building or construction of a new home, the requirements applicable to a home warranty insurance contract, and the licensing requirements applicable to a residential builder.

# ***Municipal Affairs Statutes Amendment Act, 2025***

Bill 50: the *Municipal Affairs Statutes Amendment Act, 2025*, introduces updates to modernize municipal processes, improve election accessibility, enhance local governance, and strengthen homebuyer protections. The bill proposes amendments to the *Local Authorities Election Act*, the *Municipal Government Act*, and the *New Home Buyer Protection Act*, with consequential amendments to the *Safety Codes Act*.

## **Local Elections – Changes to the *Local Authorities Election Act (LAEA)***

### **Amendments to Local Election Rules:**

- **Improving voter accessibility:** Enabling elector assistance terminals in local elections empowers voters with disabilities to mark their ballots independently and privately. These terminals do not count ballots, are not connected to the Internet, and print out a paper ballot as required by Alberta law.
- **Updating local political party campaign finance rules:** Allowing registered local political parties in Calgary and Edmonton to transfer funds among their endorsed candidates. Local political parties will largely follow the same rules and disclosure requirements for transfers as provincial political parties. The updates also clarify the definitions of “campaign expense” and “contribution” to improve transparency and consistency in reporting. Finally, the updates will also increase transparency by requiring local political parties to disclose financial records in September 2025, prior to the October election.
- **Clarifying election rules:** Distinguishing between recounts ordered directly by returning officers and recounts requested by runner-up candidates whose vote totals are within 0.5 per cent of all ballots cast. Simplifying the withdrawal process for municipal candidates by clarifying they have 24 hours after nominations close to withdraw from an election, for any reason.
- **Protecting voter rights in Municipality of Jasper:** Special provisions ensure residents displaced by wildfires maintain eligibility to vote and run in Jasper’s local elections, provided they plan to continue residing in the municipality.

## **Municipal Governance – Changes to the *Municipal Government Act (MGA)***

### **Amendments to Municipal Councils, Administration, and Operations:**

- **Ending political misuse of codes of conduct:** Prohibiting municipal councils from creating and adopting codes of conduct prevents abuse of these tools to silence dissent or bully council members. Councils cannot make a bylaw or resolution that addresses councillor conduct or behaviour. Any current complaint or sanction against a councillor under a code of conduct bylaw or resolution is terminated.
  - **Next steps:** Municipal Affairs will consult with stakeholders to establish consistent, standard council meeting procedures and explore options for a municipal ethics commissioner to address councillor accountability and ethics issues.
- **Promoting Chief Administrative Officer (CAO) effectiveness:** Municipalities must appoint only one CAO. Councils cannot pass bylaws altering the majority requirement needed to appoint, suspend, or revoke a CAO’s appointment. Additionally, CAOs must report the use of natural person powers to council in writing within 72 hours of exercising those powers and must provide information requested by council members.
- **Strengthening Official Administrators (OAs):** Strengthening oversight in the rare cases where OAs are appointed by requiring councils to notify OAs of all regularly scheduled or special council meetings. OAs can attend all closed meetings except those involving legal privilege. OAs can direct municipalities to provide records (subject to legal privilege) within specified timeframes, and must authorize all agreements, cheques, or financial instruments of the municipality or council.
- **Improving administrative transparency:** CAOs must share information to council members as soon as is practical upon request. If information is not shared due to personal privacy or confidentiality reasons, these reasons for not sharing must be provided to all councillors. Information must be provided to all other councillors within 72 hours of the information being provided to the councillor.

- **Adding regulatory powers:** The Lieutenant Governor in Council has regulation making authority to define “public interest” and “policy of government” to address rare situations requiring provincial intervention to order a vote of electors to remove a councillor or repeal a municipal bylaw.

#### **Amendments to Intermunicipal Collaboration Frameworks (ICFs):**

- **Establishing mandatory services:** An ICF must address a list of mandatory services comprising transportation, water and wastewater, solid waste, emergency services, and recreation. Municipalities may mutually agree to include additional services, excluding some types of third-party services such as libraries and police services. Additional services are not subject to arbitration.
- **Creating flexible frameworks for rural communities:** Adjacent municipal districts may mutually agree to opt out of an ICF by passing a resolution stating that intermunicipal services are adequately provided through other means. Reasons for opting out must be published on their websites. This agreement may be revoked by either municipal district with written notice.
- **Increasing fairness of cost-sharing rules in intermunicipal agreements:** Capital costs for new facilities providing mandatory services may only be included in an ICF if all municipalities involved have previously agreed to and participated in the facility's design and construction decisions.
- **Enhancing information transparency:** Each municipality in an ICF must disclose to other municipalities any information, data, and assumptions used in developing its cost-calculation proposals.
- **Clarifying definitions:**
  - **Costs of intermunicipal services:** Defined as operating, capital, and other non-operating costs necessary to deliver services.
  - **Third-party services:** Defined as services provided by an independent third-party service provider, which is the sole authorized provider authorized under an enactment to provide the service.
  - **Act in good faith:** Defined as acting honestly, respectfully, reasonably, communicating appropriately, sharing necessary information, meeting through authorized representatives, and being prepared to discuss all issues and explain all rationale.
- **Strengthening arbitration in intermunicipal disputes:**
  - An arbitrator must prepare an ICF based strictly on the arbitrator's award in a dispute, and the relevant municipalities must adopt that framework. The arbitrator cannot alter matters already agreed upon or previously undiscussed items in the new framework.
  - An arbitrator must submit a finalized ICF to municipalities within 30 days after their decision and provide a copy of both the award and the framework to the Minister within the same timeframe.
  - Municipalities must adopt the arbitrated ICF within 60 days of receipt.
- **Improving Ministerial oversight and authority:**
  - If a municipality fails to comply with an arbitration award or does not adopt a mandated framework, the Minister of Municipal Affairs may issue orders enforcing compliance.
  - The Minister of Municipal Affairs can require municipalities to pay their proportionate share of arbitration fees. Non-compliance may result in enforcement actions, including withholding grants.
  - The Minister of Municipal Affairs may enact regulations or orders to implement ICFs resulting from arbitration, including regulations regarding the inclusion of capital costs.

ICFs are mandatory formal agreements between neighbouring municipalities designed to ensure coordinated delivery of shared services and infrastructure. They are crucial to fostering effective regional cooperation and cost-sharing.

## Homebuyer Protections – Changes to the *New Home Buyer Protection Act (NHBPA)* and *Safety Codes Act (SCA)*

### Amendments to Homebuyer Protections:

- **Streamlining owner-builder processes:** Simplified digital confirmation replaces notarized statutory declarations for owner-builders, expediting approvals and home construction.
- **Protecting future homebuyers:** Ensuring greater transparency when a home is built without mandatory warranty coverage. If a home is authorized to proceed without warranty, a notice (caveat) will be placed on the home's title to inform potential buyers. This notice will be automatically removed by the department once the home meets warranty requirements or the protection period expires.
- **Expanding exemptions for home sales:** The grounds for exemption include financial hardship, in addition to undue hardship, with provisions allowing for regulations on the discharge of caveats.
- **Restoring appeal rights:** Reintroduces fair appeal processes for homebuyer-related decisions through the Land and Property Rights Tribunal, ensuring homebuyers can challenge Registrar decisions related to exemptions, definitions, and rental-use designations.
- **Accessing expert-driven guidance:** Expands the Safety Codes Council to include additional appointees who can provide specialized advice on homebuyer protections. This ensures a broader range of expertise is available to support regulatory decisions.
  - The Council is formally responsible for providing advice and recommendations to the Minister on matters covered under the *NHBPA*, when requested, so expert input can help shape future homebuyer protection policies.
- **Strengthening builder licensing and improving warranty dispute resolution:** To be introduced in regulation following further stakeholder engagement.
- **Making administrative amendments:** Several technical updates clarify or extend existing provisions, including:
  - Defining “building permit” as a permit issued under the *Safety Codes Act*.
  - Clarifying that the protection period applies only to homes constructed under a building permit applied for on or after August 1, 2014.
  - Extending the expiry date of the Administrative Penalties Regulation to December 1, 2031.

### Next Steps

If passed, the *Municipal Affairs Statutes Amendment Act, 2025*, will bring changes to the MGA and LAEA into effect upon royal assent, while changes to the *NHBPA* and *SCA* will take effect upon proclamation. Regulations are expected in the coming months.

### Related Information

- [Land and Property Rights Tribunal Homebuyer Appeals](#)
- [Local Authorities Election Act](#)
- [Local Political Party Rules and Campaign Expense Limits](#)
- [Municipal Government Act](#)
- [New Home Buyer Protection Act](#)
- [Safety Codes Act](#)



April 8, 2025

I am pleased to share that today, our government tabled Bill 50, the *Municipal Affairs Statutes Amendment Act, 2025*. Bill 50 makes amendments to the *Municipal Government Act (MGA)*, *Local Authorities Election Act (LAEA)*, *New Home Buyer Protection Act (NHBPA)*, and the *Safety Codes Act (SCA)* to modernize municipal processes.

The proposed amendments will strengthen local governance and reduce conflict by repealing code of conduct provisions and granting Ministerial authority to establish procedures of council. The amendments also clarify the accountability of chief administrative officers and strengthen oversight authorities of appointed Official Administrators.

Also included are amendments regarding Intermunicipal Collaboration Frameworks (ICFs) which would clarify the required content of ICFs and strengthen the dispute resolution process to ensure ICFs are adopted and implemented effectively.

Changes are also proposed to the *LAEA* to clarify administrative requirements in advance of the October 2025 municipal and school board elections. In addition, we are allowing for the use of elector assistance terminals which enable voters who live with visual or physical impairments to vote independently and privately. We are also proposing amendments to residency requirements so that residents displaced by last year's wildfire in Jasper can vote and run for office, provided they intend to return to the community.

Finally, proposed changes to the *NHBPA* and the *SCA* address stakeholder concerns with the current new home buyer protection program, the quality of new homes, affordability, and red tape.

I invite you to read Bill 50. A copy of the Bill can be found here: <https://www.assembly.ab.ca/assembly-business/bills/bills-by-legislature>. Additional information about the proposed amendments is also available here: [www.alberta.ca/modernizing-municipal-processes](http://www.alberta.ca/modernizing-municipal-processes).

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I will be hosting a town hall for stakeholders to share additional information and answer questions about the proposed amendments. The town hall will take place virtually on April 16, 2025, at 6:00 PM. Please send the names and email addresses of your representative(s) who will attend to [ma.engagement@gov.ab.ca](mailto:ma.engagement@gov.ab.ca). Individuals identified by your organization will receive a link ahead of the town hall.

Sincerely,



Ric McIver  
Minister

2025 Bill 50

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First Session, 31st Legislature, 3 Charles III

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THE LEGISLATIVE ASSEMBLY OF ALBERTA

# BILL 50

## MUNICIPAL AFFAIRS STATUTES AMENDMENT ACT, 2025

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THE MINISTER OF MUNICIPAL AFFAIRS

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First Reading . . . . .

Second Reading . . . . .

Committee of the Whole . . . . .

Third Reading . . . . .

Royal Assent . . . . .

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## BILL 50

2025

### MUNICIPAL AFFAIRS STATUTES AMENDMENT ACT, 2025

(Assented to , 2025)

HIS MAJESTY, by and with the advice and consent of the  
Legislative Assembly of Alberta, enacts as follows:

#### Local Authorities Election Act

##### Amends RSA 2000 cL-21

**1(1) The *Local Authorities Election Act* is amended by this section.**

**(2) Section 1 is amended**

- (a) in clause (e.1) by striking out “school board trustee” and substituting “trustee”;**
- (b) by repealing clause (k)(ii) and substituting the following:**
  - (ii) a school board;
- (c) by adding the following after clause (n):**
  - (n.01) “elector assistance terminal” means a ballot-marking machine that allows an elector to mark a ballot by an accessible means, including by use of Braille-coded keypad, touch screen, pressure-sensitive paddle or breath-enabled marking;
- (d) by adding the following after clause (r):**

## **Explanatory Notes**

### **Local Authorities Election Act**

1(1) Amends chapter L-21 of the Revised Statutes of Alberta 2000.

(2) Section 1 presently reads in part:

*1 In this Act,*

*(e.1) “candidate” means, except in Part 5.1, an individual who has been nominated to run for election in a local jurisdiction as a councillor or school board trustee;*

*(k) “elected authority” means*

*(ii) a board of trustees under the Education Act;*

- (r.1) “local political party” means, subject to section 158.3(2), an organization one of whose fundamental purposes is to participate in public affairs by endorsing one or more candidates in a local jurisdiction and supporting their election;

**(e) by adding the following after clause (t.1):**

- (t.11) “permanent electors register” means,
  - (i) in respect of a municipality, a permanent electors register prepared in accordance with section 49, and
  - (ii) in respect of a school division, that portion of each municipality’s permanent electors register that has an area in common with the school division;

**(f) by adding the following after clause (w):**

- (w.01) “school board” means a board as defined in the *Education Act*;

**(g) by adding the following after clause (x):**

- (x.1) “slate” has the meaning prescribed by regulation;

**(h) by adding the following 20after clause (z.3):**

- (z.4) “trustee” means a member of a school board;

**(3) Section 21(3) is amended by striking out** “trustee of a board of a school division” **and substituting** “trustee of a school division”.

**(4) Section 22 is amended**

- (a) by striking out** “trustee of a board of a school division” **wherever it occurs and substituting** “trustee”;
- (b) by striking out** “school board trustee” **wherever it occurs and substituting** “trustee”.

(3) Section 21(3) presently reads:

*(3) Notwithstanding subsection (1), a candidate for trustee of a board of a school division that is wholly or partly within the boundaries of a city is not required to be a resident of the ward in either a general election or a by-election, but must be a resident of the school division.*

(4) Section 22 presently reads in part:

*(1.1) A person is not eligible to be nominated as a candidate for election as a trustee of a board of a school division if on nomination day the person is employed by*

**(5) Section 24 is amended**

- (a) in subsection (1) by striking out “a board of trustees under the *Education Act*” and substituting “a school board”;**

*(1.11) A person is not eligible to be nominated as a candidate for election as a councillor or as a trustee of a board of a school division if on nomination day the person is employed by the Office of the Ombudsman unless the person takes a leave of absence under this section.*

*(1.2) A person is not eligible to be nominated as a candidate for election as a councillor or a school board trustee if*

*(1.3) Subsection (1.2) applies*

*(b) with respect to a candidate for election as a school board trustee, if a report has been transmitted under section 147.8(1)(b) respecting a campaign period beginning on or after January 1, 2019.*

*(1.4) A person is not eligible to be nominated as a candidate for election as a councillor or as a trustee of a board of a school division if, on or after the time the person gives written notice or was required to give written notice under section 147.22, the person uses or expends a contribution in contravention of section 147.23.*

*(3) Subsection (1)(b) to (d) do not apply to a candidate for election as a trustee of a board of a school division.*

*(5.1) A person employed by an entity referred to in subsection (1.1) who wishes to be nominated as a candidate for election as a trustee of a board of a school division may notify that person's employer on or after January 1 in the year of an election but before the person's last working day prior to nomination day that the person is taking a leave of absence without pay under this section.*

*(5.2) A person employed by the Office of the Ombudsman who wishes to be nominated as a candidate for election as a councillor or as a trustee of a board of a school division may notify that person's employer on or after January 1 in the year of an election but before the person's last working day prior to nomination day that the person is taking a leave of absence without pay under this section.*

**(5) Section 24 presently reads in part:**

*24(1) A person who held office on a board of trustees under the Education Act and*

(b) **by striking out** “board of trustees” **wherever it occurs and substituting** “school board”.

**(6) Section 27(2) is amended by striking out** “a board of trustees under the *Education Act*” **and substituting** “a school board”.

**(7) Section 32 is repealed and the following is substituted:**

**Withdrawal of nomination**

**32** An individual nominated as a candidate may, at any time during the nomination period or within 24 hours after the close of the nomination period, withdraw as a candidate for the office for which the candidate was nominated by filing a withdrawal in writing with the returning officer.

- (a) *who resigned that office to avoid making restitution for money the person received that disqualified the person from holding that office pursuant to this or any other Act and has been ordered by a judge to make restitution, or*
- (b) *who was declared by a judge to be disqualified to hold that office pursuant to this or any other Act,*

*is not eligible to become a member of that board of trustees until after 2 general elections have occurred after the date on which the person was ordered to make restitution or was declared to be disqualified.*

*(2) Notwithstanding that a by-election or general election has been held between the time when the disqualification of the member or former member arose and the time when the order or declaration has been made by the judge, subsection (1) applies and, if the person was re-elected, the person is not eligible to remain a member of the board of trustees.*

(6) Section 27(2) presently reads:

*(2) Notwithstanding subsection (1), a municipality that is a local jurisdiction with a population of at least 10 000 or a board of trustees under the Education Act of a local jurisdiction with a population of at least 10 000 may, by a bylaw passed prior to December 31 of the year before a year in which a general election is to be held, specify the minimum number of electors required to sign the nomination of a candidate for an office, but that number must be at least 5 and not more than 100.*

(7) Section 32 presently reads:

*32(1) A person nominated as a candidate may withdraw as a candidate at any time during the nomination period.*

*(2) At any time within 24 hours after the close of the nomination period, if more than the required number of candidates for any particular office are nominated, any person so nominated may withdraw as a candidate for the office for which the candidate was nominated by filing with the returning officer a withdrawal in writing.*



**(8) Section 34(1) is repealed and the following is substituted:**

**Election by acclamation**

**34(1)** If, 24 hours after the close of nominations, the number of candidates for an office is equal to the number of offices for which the election is held, the returning officer shall declare each of the candidates to be elected to the office for which they were nominated.

**(9) The following is added after section 48:**

**Residency and voting in Jasper**

**48.1(1)** This section applies to an election held in 2025 or 2026 in a local jurisdiction in the same area as the Municipality of Jasper.

**(2)** Notwithstanding anything in this Act, an individual is deemed to be a resident of the Municipality of Jasper for the purposes of sections 21, 27 and 47 to 49 if the individual makes a statement in accordance with subsection (3).

**(3)** For the purposes of this section, a statement must be in writing and signed by the individual and state that the individual

- (a) was a resident of the Municipality of Jasper on July 22, 2024,
- (b) continues to be displaced from the Municipality of Jasper as a result of the wildfire in 2024, and
- (c) intends to resume residence in the Municipality of Jasper as soon as is reasonably practicable.

**(4)** A statement referred to in subsection (2) must be submitted with a nomination if

- (a) an individual who is being nominated under section 27 is relying on the statement to establish the individual's qualifications in accordance with section 21, and
- (b) an individual who signs a nomination in accordance with section 27(1)(b) is relying on the statement to establish the individual's residency in the Municipality of Jasper.

(8) Section 34(1) presently reads:

*34(1) When at the close of nominations the number of persons nominated for any office is the same as the number required to be elected, the returning officer shall declare the persons nominated to be elected to the offices for which they were nominated.*

(9) Residency and voting in Jasper.

(5) Before opening a voting station in the Municipality of Jasper, the presiding deputy at the voting station must post a notice respecting the entitlement of electors to make a statement referred to in subsection (2) within each voting compartment and at a conspicuous location within the voting station, and the presiding deputy must ensure that the notice remains posted there until the voting station closes.

(6) Before issuing a ballot to an elector, a deputy must offer the elector an opportunity to make a statement referred to in subsection (2).

(7) Notwithstanding anything in this Act, if an elected authority has made a resolution under section 77.1(2) and an application is made for a special ballot, the returning officer or deputy who receives the application must provide the applicant with the following:

- (a) the forms referred to in section 77.1(3)(b);
- (b) a form containing the statements referred to in subsection (3)(a), (b) and (c) for the elector to complete;
- (c) sufficient instructional information on how to complete the form.

**(10) Section 49 is amended**

**(a) by adding the following after subsection (7):**

**(7.1)** Only a returning officer may use a permanent electors register and only as it relates to the exercise of a power or performance of a duty of a returning officer under this Act.

**(b) by repealing subsection (8) and substituting the following:**

**(8)** For greater certainty, a candidate, official agent or scrutineer shall not access or use the permanent electors register, including, without limitation, taking a photograph or making a copy of the register.

**(11) The following is added after section 49:**

(10) Section 49 presently reads in part:

*(8) No candidate, official agent or scrutineer shall take a photograph or make a copy of the permanent electors register.*

(11) Providing permanent electors register to elected authority.

**Providing permanent electors register to elected authority**

**49.1** A municipality that prepares a permanent electors register in accordance with section 49 must, on request, provide a copy of the permanent electors register to another elected authority in the same area.

**(12) Section 53 is amended by adding the following after subsection (4):**

**(4.1)** Subsection (4) does not apply to a person whose residence is in a summer village that has not prepared a permanent electors register in accordance with section 49.

**(13) The following is added after section 53.02:**

**Proof of elector eligibility in Jasper**

**53.03(1)** This section applies to an election held in 2025 or 2026 in a local jurisdiction in the same area as the Municipality of Jasper.

**(2)** Notwithstanding section 53, a person who attends at a voting station in the Municipality of Jasper for the purpose of voting or submits an application for a special ballot under section 77.1(1.1) is permitted to vote if the person

- (a) makes a statement in accordance with section 48.1, and
- (b) produces one piece of identification issued by a Canadian government, whether federal, provincial or local, or an agency of that government, that contains a photograph of the individual.

**(14) Section 69(5) is amended by striking out “section 53(1)(b) or (2) or 78” and substituting “section 48.1, 53(1)(b) or (2), 53.03(2)(a) or 78”.**

(12) Section 53 presently reads in part:

*(4) Notwithstanding subsection (1)(b)(ii), a person may validate the address of the person's residence if the person is accompanied by an elector who*

*(a) validates the elector's identity and the address of the elector's residence in accordance with subsection (3), and*

*(b) vouches for the person in accordance with subsection (7).*

(13) Proof of elector eligibility in Jasper.

(14) Section 69(5) presently reads:

*(5) The presiding deputy may designate the place or places at a voting station where a candidate, an official agent or a scrutineer of a candidate may observe the election procedure, and in designating the place or places, the presiding deputy shall ensure that the candidate, official agent or scrutineer can observe any person making a statement under section 53(1)(b) or (2) or 78.*

**(15) Section 77.1 is amended**

**(a) in subsection (2.4)(c) by striking out “trustee of a board of a school division” and substituting “trustee”;**

**(b) by adding the following after subsection (4):**

**(5)** For greater certainty, this section does not apply to a summer village that has not prepared a permanent electors register in accordance with section 49.

**(16) Section 78(1) is amended by striking out “an elector who is unable to vote in the usual manner” and substituting “an elector who is unable to vote in the manner prescribed by this Act and, if an elector assistance terminal is available, who does not elect to vote by that means”.**

**(17) Section 84 is repealed and the following is substituted:**

**Alternative voting equipment prohibited**

**84** Except as provided under section 84.1, the procedure for the taking or counting of votes in an election must not include voting machines, vote recorders, automated voting systems or tabulators.

**Elector assistance terminals**

**84.1(1)** Subject to subsection (2), an elected authority may, by bylaw, provide for the taking of the vote of an elector who is unable to vote in the manner prescribed by this Act by means of an elector assistance terminal.

**(2)** A bylaw may only authorize the use of an elector assistance terminal if the elector assistance terminal

- (a)** allows an elector to vote privately and independently,
- (b)** is not part of or connected to the Internet or another electronic network,
- (c)** creates a paper ballot that records the vote cast,
- (d)** allows an elector to verify the elector’s vote before it is cast, without the assistance of another person, and

(15) Section 77.1(2.4)(c) presently reads:

*(2.4) An application for a special ballot must include the following:*

*(c) school elector status, if the elector is voting for a trustee of a board of a school division;*

(16) Section 78(1) presently reads:

*78(1) The deputy, at the request of an elector who is unable to vote in the usual manner, shall mark the vote of that elector on the elector's ballot in the manner directed by that elector, and shall immediately deposit the ballot in the ballot box.*

(17) Section 84 presently reads:

*84 A local jurisdiction shall not provide for the taking or counting of votes by means of voting machines, vote recorders, automated voting systems or tabulators.*



- (e) does not enable the choice of an elector to be made known to an election officer or scrutineer.

**(3)** A bylaw providing for the use of an elector assistance terminal in a general election must be passed prior to June 30 of the year in which a general election is to be held.

**(4)** A bylaw referred to in subsection (1) must

- (a) prescribe the form of the ballot,
- (b) prescribe directions for the use of the elector assistance terminal by an elector,
- (c) require that the elector assistance terminal be tested before the first elector uses the equipment to vote and after the last elector uses the equipment to vote, and
- (d) follow the provisions of this Act as nearly as possible.

**(5)** A paper ballot created by an elector assistance terminal must be retained and placed in the ballot box in the same manner as an ordinary ballot.

**(6)** If an elected authority passes a bylaw referred to in subsection (1), sections 38(2), 62 and 63 do not apply to the extent of any inconsistency with that bylaw.

**(18) Section 98 is repealed and the following is substituted:**

**Reasons for preliminary recount**

**98(1)** A returning officer may make a recount of the votes cast at one or more voting stations if any of the following apply:

- (a) the returning officer receives an application for a recount that provides grounds that the returning officer considers reasonable for alleging that the record of the result of the count of votes at a voting station is inaccurate from any of the following people:
  - (i) a candidate, an official agent or a scrutineer of a candidate recognized in accordance with section 69;

(18) Section 98 presently reads:

*98(1) The returning officer may make a recount of the votes cast at one or more voting stations if*

- (a) a candidate or an official agent or a scrutineer of a candidate recognized pursuant to section 69 or, in the case of a vote on a bylaw or question, a scrutineer appointed pursuant to section 70(1) shows grounds that the returning officer considers reasonable for alleging that the record of the result of the count of votes at any voting station is inaccurate,*
- (b) the returning officer considers that the number of*
  - (i) valid ballots objected to, or*
  - (ii) rejected ballots other than those on which no vote has been cast by an elector,*

- (ii) in the case of a vote on a bylaw or question, an official agent or a scrutineer appointed under section 70(1);
  - (b) the returning officer considers that the number of either of the following was sufficient to affect the result of the election if they had not been objected to or rejected:
    - (i) valid ballots objected to;
    - (ii) rejected ballots other than those on which no vote has been cast by an elector;
  - (c) the returning officer is of the opinion that there may have been an administrative or technical error that caused an error in the count of votes.
- (2) An application for a recount under subsection (1)(a) must be made within 44 hours of the closing of the voting stations.

**Recount on request**

**98.1(1)** If a returning officer receives an application for a recount made in accordance with subsection (2), the returning officer shall make a recount of the votes cast at a voting station that is the subject of the application if the returning officer is satisfied that,

- (a) in the case of one office being filled, the difference between the number of valid ballots marked for the candidate with the highest number of votes and the number of valid ballots marked for the candidate with the 2nd highest number of votes is within 0.5% of the total number of valid ballots marked at the election for that office, or
- (b) in the case of more than one office being filled from a pool of candidates, the difference between the number of valid ballots marked for the candidate with the lowest sufficient number of votes to be declared elected to one of the offices and the number of valid ballots marked for the candidate with the highest insufficient number of votes to be declared elected is within 0.5% of the total number of valid ballots marked at the election for those offices.

*was sufficient to affect the result of the election if they had not been counted or rejected, as the case may be, or*

- (c) the returning officer is of the opinion that there may have been an administrative or technical error that may cause an error in the count of votes.*

*(1.1) The returning officer shall make a recount of the votes cast at one or more voting stations if the returning officer receives an application for a recount under subsection (1.2) and the returning officer is satisfied that,*

- (a) where one office is to be filled, the difference between the number of valid ballots marked for the candidate with the highest number of votes and the number of valid ballots marked for the candidate with the 2nd highest number of votes is within 0.5% of the total number of valid ballots marked at the election for that office, or*
- (b) where more than one office is to be filled from a pool of candidates, the difference between the number of valid ballots marked for the candidate with the lowest sufficient number of votes to be declared elected to one of the offices and the number of valid ballots marked for the candidate with the highest insufficient number of votes to be declared elected is within 0.5% of the total number of valid ballots marked at the election for those offices.*

*(1.2) An application for a recount under subsection (1.1)*

- (a) may only be made,*
  - (i) in an election for an office referred to in subsection (1.1)(a), by the candidate with the 2nd highest number of votes or the official agent for that candidate, or*
  - (ii) in an election for an office referred to in subsection (1.1)(b), by the candidate with the highest insufficient number of votes or the official agent for that candidate,*
- (b) may only be made*
  - (i) during the time specified in subsection (4), or*
  - (ii) within 48 hours after the statement of results is announced or posted in accordance with section 97(2),*

- (2) An application for a recount may only be made,
- (a) in the case of an election for an office referred to in subsection (1)(a), by the candidate with the 2nd highest number of votes or the official agent of that candidate, or
  - (b) in the case of an election for an office referred to in subsection (1)(b), by the candidate with the highest insufficient number of votes or the official agent of that candidate.
- (3) An application for a recount under subsection (1) must be made within 72 hours after the statement of results is announced or posted in accordance with section 97(2).

**Recount process**

**98.2(1)** If a returning officer conducts a recount under section 98 or 98.1, the returning officer shall,

- (a) at least 12 hours before conducting the recount, notify,
    - (i) in the case of an election other than a vote on a bylaw or question, each candidate who may be affected by the recount,
    - (ii) in the case of a vote on a bylaw or question, one scrutineer in support of the passage of the bylaw or voting in the affirmative on the question and one scrutineer in opposition to the passage of the bylaw or voting in the negative on the question, and
    - (iii) those officers that the returning officer considers necessary to assist in the recount,
  - (b) break the seal of the ballot box, and
  - (c) count the ballots contained in the ballot box in the same manner as the deputy presiding at the voting station is directed to do.
- (2) After conducting the recount, the returning officer who conducted it must
- (a) correct the ballot account, if necessary,

*and*

*(c) must be made to the returning officer.*

*(2) If the returning officer makes a recount, the returning officer shall*

*(a) 12 hours before the recount, notify*

*(i) any candidates who may be affected by the recount or, in the case of a vote on a bylaw or question, one scrutineer in support of the passage of the bylaw or voting in the affirmative on the question and one scrutineer in opposition to the passage of the bylaw or voting in the negative on the question, and*

*(ii) those officers that the returning officer considers necessary to assist in the recount,*

*(b) break the seal of the ballot box, and*

*(c) proceed to count the ballots contained in it in the same manner as the deputy presiding at the voting station is directed to do.*

*(3) After the recount, the returning officer shall*

*(a) correct the ballot account if necessary,*

*(b) place in the ballot box all the documents contained in it at the time the returning officer broke the seal, and*

*(c) close the ballot box and seal it with the returning officer's seal.*

*(4) An application under this section may be made during the 44 hours immediately following the closing of the voting stations but may not be made afterwards.*

*(5) The returning officer shall complete the recount*

*(a) in the case of an election other than a vote on a bylaw or question, prior to the time set for the declaration of the results under section 97(2), or*

*(b) in the case of a vote on a bylaw or question, within 96 hours of the close of the voting stations on election day.*

- (b) replace all the documents contained in the ballot box at the time the returning officer broke its seal, and
  - (c) close the ballot box and seal it with the returning officer's seal.
- (3) A returning officer must complete a recount under section 98,
- (a) in the case of an election other than a vote on a bylaw or question, before the time set for the statement of the results under section 97(2), or
  - (b) in the case of a vote on a bylaw or question, within 96 hours of the close of the voting stations on election day.
- (4) The returning officer must complete a recount under section 98.1 no later than 12 noon on the 5th day after the day the statement of results is posted under section 97(2).
- (5) As soon as practicable on completion of a recount under section 98.1, the returning officer must comply with the requirements of section 97(3) and (4) in respect of the results of the recount.
- (6) A declared vote under section 99 may only be counted at the recount of ballots only if the recount confirms the equality of votes among the same candidates as at the original count.
- (7) If a recount results in an equality of votes that is different from the result of the original count and it is necessary to determine which candidate is elected, section 99 applies.
- (8) If a returning officer determines that a recount will be made in a local jurisdiction that is divided into wards or divisions, the returning officer may determine the number of voting stations for which a recount is required in accordance with section 98 or 98.1, as the case may be.
- (19) Section 147.1 is amended**
- (a) in subsection (1)**

*(6) A declared vote under section 99 at the original count of ballots shall be counted at the recount of ballots only if the recount confirms the equality of votes among the same candidates as at the original count.*

*(7) If the recount results in an equality of votes different from the result of the original count and it is necessary to determine which candidate is elected, section 99 applies.*

*(9) If a returning officer determines that a recount will be made in a local jurisdiction that is divided into wards or divisions, the returning officer may determine the number of voting stations for which a recount is required in accordance with subsection (1) or (1.1).*

(19) Section 147.1 presently reads in part:

*147.1(1) In this Part,*

*(a) “campaign expense” means any expense incurred, or non-monetary contribution received, by a candidate to the*



- (i) **in clause (a) by striking out “a candidate” wherever it occurs and substituting “a candidate, local political party or slate”;**
- (ii) **in clause (b.1) by striking out “school board trustee” wherever it occurs and substituting “trustee”;**
- (iii) **by repealing clause (c) and substituting the following:**
  - (c) “contribution” means, in respect of a candidate’s election campaign or a local political party, any money, personal property, real property or service provided without fair market value compensation from that candidate or local political party, but does not include a service provided by an individual who voluntarily performs the service and receives no compensation, directly or indirectly, for the service or time spent providing the service;
  - (c.1) “endorsed candidate” means a candidate whose endorsement by a local political party has been registered in accordance with the regulations;
- (iv) **by repealing clause (f)(vi) and substituting the following:**
  - (vi) a school board,
- (b) **in subsections (2) and (3) by striking out “a candidate” and substituting “a candidate or a local political party”.**

**(20) Section 147.12 is amended by striking out “trustee of a school board” and substituting “trustee”.**

*extent that the property or service that the expense was incurred for, or that was received as a non-monetary contribution, is used to directly promote or oppose a candidate during a campaign period, and includes an expense incurred for, or a non-monetary contribution in relation to,*

(b.1) “candidate” means

(i) *an individual who has been nominated to run for election in a local jurisdiction as a councillor or school board trustee, and*

(ii) *an individual who intends to be nominated to run for election in a local jurisdiction as a councillor or as a school board trustee that has given written notice in accordance with section 147.22;*

(c) *“contribution” means any money, personal property, real property or service that is provided to or for the benefit of a candidate’s election campaign without fair market value compensation from that candidate, but does not include a service provided by an individual who voluntarily performs the services and receives no compensation, directly or indirectly, in relation to the services or time spent providing the services;*

(f) “prohibited organization” means

(vi) *a board of trustees under the Education Act,*

(2) *The value of a contribution, other than money, provided to a candidate is the fair market value of the contribution at the time it is provided.*

(3) *If any personal property, real property or service or the use of personal property or real property is provided to a candidate for a price that is less than the fair market value at the time it is provided, the amount by which the value exceeds the price is a contribution for the purposes of this Part.*

(20) Section 147.12 presently reads:

*147.12 This Part applies to candidates for election as a councillor in a municipality or as a trustee of a school board.*

**(21) Section 147.13(2) is amended by striking out** “Every candidate and every person acting on behalf of a candidate” **and substituting** “A candidate, a local political party and a person acting on behalf of a candidate or a local political party”.

**(22) Section 147.2 is amended**

**(a) in subsection (2)**

**(i) by striking out** “contributions by an individual” **and substituting** “contributions to a candidate by an individual”;

**(ii) in clauses (b) and (c) by striking out** “school board trustee” **and substituting** “trustee”;

**(b) in subsection (3)(b) and (c) by striking out** “school board trustee” **and substituting** “trustee”.

**(23) The following is added after section 147.24:**

**Transfers between local political parties and candidates**

**147.25(1)** Notwithstanding anything in this Act, a local political party and an endorsed candidate of the local political party may transfer to or accept from each other

**(a)** money or real property, including permitting the use of real property for the other’s benefit, or

(21) Section 147.13(2) presently reads:

*(2) Every candidate and every person acting on behalf of a candidate shall make every reasonable effort to advise prospective contributors of the provisions of this Part relating to contributions.*

(22) Section 147.2 presently reads in part:

*(2) Subject to subsection (4), contributions by an individual ordinarily resident in Alberta shall not exceed, in the case of a general election, in a calendar year during the campaign period, or, in the case of a by-election, during the campaign period,*

*(b) \$5000 in the aggregate to all candidates for election as a school board trustee of a particular public school division under the Education Act, and*

*(c) \$5000 in the aggregate to all candidates for election as a school board trustee of a particular separate school division under the Education Act.*

*(3) Contributions by a corporation other than a prohibited organization, by an Alberta trade union or by an Alberta employee organization shall not exceed during the campaign period*

*(b) \$5000 in the aggregate to all candidates for election as a school board trustee of a particular public school division under the Education Act, and*

*(c) \$5000 in the aggregate to all candidates for election as a school board trustee of a particular separate school division under the Education Act.*

(23) Transfers between local political parties and candidates.

(b) a debt incurred during a campaign period for the purpose of eliminating a deficit referred to in section 147.52(1).

(2) Notwithstanding anything in this Act, a local political party and an endorsed candidate of the local political party may transfer to and accept from each other goods or services, including the use of goods or services.

(3) A transfer under subsection (1) or (2) is not a contribution or a campaign expense under this Act.

(4) The source and amount of a transfer referred to in subsection (1) must be recorded, and any funds accepted must be deposited into a campaign account.

(5) The source and amount of a transfer referred to in subsection (2) must be recorded.

(6) A transfer referred to in subsection (1) or (2) must be recorded,

(a) in respect of a candidate, in a disclosure statement required by section 147.4, and

(b) in respect of a local political party, in a disclosure statement required by section 22 of the *Local Political Parties and Slates Regulation* (AR 170/2024).

**(24) Section 147.8(1)(b) is amended by striking out “school board trustees” and substituting “trustees”.**

**(25) Section 158.3(1) is repealed.**

(24) Section 147.8(1)(b) presently reads:

*147.8(1) Subject to section 147.7, if a candidate fails to file a disclosure statement as required by section 147.4*

*(b) in the case of an election of school board trustees, the secretary of the school board shall transmit a report to that effect to the school board, which shall on its receipt make the report public.*

(25) Section 158.3(1) presently reads:

*158.3(1) Subject to subsection (2) and the regulations, in this section and in sections 160.1 and 160.2,*

*(a) "local political party" means an organization one of whose fundamental purposes is to participate in public affairs by*

## **Municipal Government Act**

**Amends RSA 2000 cM-26**

**2(1) The *Municipal Government Act* is amended by this section.**

**(2) Section 145 is amended**

- (a) in subsection (1) by striking out “A council may” and substituting “Subject to an order made under subsection (4) and to subsections (7) and (9), a council may”;**
- (b) in subsection (3) by striking out “Where a council” and substituting “Subject to an order made under subsection (4) and to subsections (7), (9) and (12), where a council”;**
- (c) by adding the following after subsection (3):**
  - (4)** The Minister may, by order,
    - (a) establish procedures for council and council committee meetings,
    - (b) amend the procedures referred to in clause (a), and
    - (c) specify matters relating to procedures for council and council committee meetings that may not be included in a bylaw.
  - (5)** As soon as practicable after making an order under subsection (4), the Minister must make the order publicly available on the website of the Minister’s department.
  - (6)** The *Regulations Act* does not apply to an order made under subsection (4).
  - (7)** If the Minister makes an order under subsection (4), a council may, by bylaw, provide for

*endorsing one or more candidates in a local jurisdiction and supporting their election;*

(b) *“slate” means slate as defined in the regulations.*

### **Municipal Government Act**

2(1) Amends chapter M-26 of the Revised Statutes of Alberta 2000.

(2) Section 145 presently reads in part:

*145(1) A council may, by bylaw, establish the procedures to be followed by the council.*

*(3) Where a council establishes a council committee or other body, the council may, by bylaw, establish the functions of the committee or body and the procedures to be followed by it.*



- (a) procedures for council and council committee meetings in addition to those established under that order, and
- (b) matters relating to those procedures other than matters specified by that order that may not be included in a bylaw.

**(8)** If there is a conflict or inconsistency between an order made under subsection (4) and a bylaw referred to in subsection (7), the bylaw is of no force and effect to the extent of the conflict or inconsistency in respect of any procedures for council or committee meetings established or matters specified under that order.

**(9)** A council may not make a bylaw or a resolution under this Act that addresses the behaviour or conduct of councillors or of members of council committees who are not councillors.

**(10)** A bylaw or any portion of a bylaw or a resolution or any portion of a resolution passed by a municipality prior to the coming into force of this subsection that provides for a code of conduct for councillors or members of council committees who are not councillors or addresses the behaviour or conduct of those councillors or members and that was in effect immediately before the coming into force of this subsection is repealed on the coming into force of this subsection.

**(11)** A council must update its bylaws respecting procedures for council and council committee meetings, if any, within 6 months of the date of an order made under subsection (4) to accord with that order.

**(12)** An order made under subsection (4) does not apply to a board or other body established by a council under this Act.

**(3) Part 5, Division 1.1 and sections 153(e.1) and 153.1 are repealed.**

(3) Part 5, Division 1.1 and sections 153(e.1) and 153.1 presently read:

*Division 1.1  
Codes of Conduct*

*146.1(1) A council must, by bylaw, establish a code of conduct governing the conduct of councillors.*

*(2) A code of conduct under subsection (1) must apply to all councillors equally.*

**(4) Section 172.2 is repealed and the following is substituted:**

**No review of councillor's decision**

**172.2** If a councillor decides to take or not to take any or all of the actions in section 172.1(2), that decision is not to be considered during any hearing respecting the potential disqualification of the councillor.

*(3) A council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors.*

*(4) A councillor must not be disqualified or removed from office for a breach of the code.*

*(5) The Minister may make regulations*

- (a) respecting matters that a code of conduct established under subsection (1) must address;*
- (b) respecting the date by which councils must establish a code of conduct under subsection (1);*
- (c) respecting sanctions to be imposed for a breach of a code of conduct established under subsection (1);*
- (d) respecting matters that a council must take into consideration in establishing a code of conduct under subsection (1) or (3), or both;*
- (e) respecting implementation of a code of conduct established under subsection (1) or (3), or both;*
- (f) respecting any other matter the Minister considers necessary or advisable to carry out the intent and purpose of this Division.*

*153 Councillors have the following duties:*

- (e.1) to adhere to the code of conduct established by the council under section 146.1(1);*

*153.1 Where the chief administrative officer or a person designated by the chief administrative officer provides information referred to in section 153(d) to a councillor, the information must be provided to all other councillors as soon as is practicable.*

*(4) Section 172.2 presently reads:*

*172.2 If a councillor decides to take or not to take any or all of the actions in section 172.1(2), that decision is not to be considered during*

**(5) The following is added after section 179.1:**

**Regulations**

**179.2** The Lieutenant Governor in Council may make regulations defining “public interest” for the purposes of this Division.

**(6) Section 185.1(1) is amended by striking out “Despite” and substituting “Subject to an order made under section 145(4) and despite”.**

**(7) Section 201.1(1)(a)(iv) is repealed.**

**(8) Section 205 is amended**

- (a) *any hearing respecting the potential disqualification of the councillor, or*
- (b) *the process established by bylaw pursuant to section 146.1 to determine the validity of a complaint alleging a breach of the code of conduct by the councillor.*

(5) Regulations.

(6) Section 185.1(1) presently reads:

*185.1(1) Despite sections 185 and 197, at a meeting at which a council*

- (a) *establishes a council committee or other body under section 145, or*
- (b) *appoints a chief elected official under section 150,*

*a secret ballot must be held if requested by any councillor present at the meeting.*

(7) Section 201.1(1)(a)(iv) presently reads:

*201.1(1) A municipality, in accordance with the regulations, must offer, and each councillor must attend, orientation training*

- (a) *on the following topics, to be held prior to or on the same day as the first organizational meeting following a general election required by section 192, or in the case of a councillor elected at a by-election, on or before the day that councillor takes the oath of office:*
- (iv) *the municipality's code of conduct;*

(8) Section 205 presently reads in part:

- (a) in subsection (2) by striking out “one or more persons” and substituting “one person”;
- (b) by repealing subsection (3).

**(9) Section 206 is amended by adding the following after subsection (1):**

**(1.1)** A council may not pass a bylaw that varies the requirement of a majority referred to in subsection (1).

**(1.2)** Any provision in a bylaw that varies the requirement of a majority referred to in subsection (1) is repealed on the coming into force of subsection (1.1).

**(10) Section 208 is amended by adding the following after subsection (2):**

**(3)** The chief administrative officer must report to council in writing within 72 hours after the chief administrative officer exercises the municipality’s natural person powers under section 202(1).

**(11) The following is added after section 208:**

**Duty to provide information to councillor**

**208.1(1)** Subject to subsection (2) and the regulations, if any, where a councillor requests information referred to in section 153(d) from the chief administrative officer or a person designated by the chief administrative officer, the chief administrative officer or a person designated by the chief administrative officer must provide the information as soon as is practicable.

**(2)** Where the requested information is personal or confidential information, the chief administrative officer or a person designated by the chief administrative officer may refuse to provide the information after considering the following factors:

- (a) whether the information is required by the councillor to perform the councillor’s duties under this Act;

*(2) Every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer.*

*(3) If more than one person is appointed, the council must by bylaw determine how the powers, duties and functions of the position of chief administrative officer are to be carried out.*

(9) Adds prohibition on bylaw changing voting majority re chief administrative officers.

(10) Adds duty to report for chief administrative officer.

(11) Duty to provide information to councillor.



- (b) whether a public body would be authorized or required to disclose the information if it were contained in a record requested under section 7(1) of the *Freedom of Information and Protection of Privacy Act*;
- (c) if the information is personal information, whether the use or disclosure of the information is authorized by the *Freedom of Information and Protection of Privacy Act*;
- (d) any other relevant factor;
- (e) any additional factors set out in the regulations.

**(3)** Where the chief administrative officer or a person designated by the chief administrative officer provides information referred to in section 153(d) to a councillor, the chief administrative officer or a person designated by the chief administrative officer must provide the information to all other councillors within 72 hours of the information being provided to the councillor.

**(4)** The chief administrative officer or a person designated by the chief administrative officer must provide reasons to all councillors for refusing to provide the information requested under subsection (1).

**(5)** The Minister may make regulations respecting

- (a) procedures for the provision of information referred to in section 153(d) to a councillor under this section;
- (b) additional factors for the purposes of subsection (2)(e).

**(12) Section 423(1)(e.1) is amended by striking out “section 3.1(6)(f)(iv)” and substituting “section 3(1.2), 3.01(4) or 3.1(5)”.**

**(13) Section 575(2) is amended by striking out “and” at the end of clause (a) and by adding the following after clause (b):**

- (c) the official administrator

(12) Section 423(1)(e.1) presently reads:

*423(1) A person who purchases a parcel of land at a public auction acquires the land free of all encumbrances, except*

*(e.1) a caveat that, pursuant to section 3.1(6)(f)(iv) of the New Home Buyer Protection Act, remains registered against the certificate of title to the land,*

(13) Section 575(2) presently reads:

*(2) So long as the appointment of an official administrator under this section continues,*

- (i) must be notified by council of any regularly scheduled or special council meetings,
- (ii) may be present during all meetings of council that are closed to the public except where matters subject to legal privilege are being discussed,
- (iii) may direct the municipality to provide a copy of any records, except records subject to legal privilege, in the municipality's possession to the official administrator within the time specified by the official administrator, and
- (iv) must sign or authorize agreements, cheques and other negotiable instruments of the municipality or council in addition to the person signing or authorizing those agreements, cheques and other negotiable instruments under section 213(4).

**(14) The following is added after section 603.01:**

**Regulations**

**603.02** The Lieutenant Governor in Council may make regulations defining "policy of the Government" for the purposes of section 603.01(e).

**(15) Section 616 is amended by adding the following after clause (bb):**

- (bb.1) "school building project" has the same meaning as in the *Education Act*;
- (bb.2) "school division" has the same meaning as in the *Education Act*;

**(16) Section 625 is amended**

- (a) in subsection (3) by striking out "The bylaw" and substituting "Subject to subsection (3.1), the bylaw";**

- (b) by adding the following after subsection (3):**

**(3.1)** Neither an order made under section 145(4) nor section 145(7) apply in respect of the requirement in subsection (3)(a)

- (a) no bylaw or resolution that authorizes the municipality to incur a liability or to dispose of its money or property has any effect until the bylaw or resolution has been approved in writing by the official administrator, and*
- (b) the official administrator may at any time within 30 days after the passing of any bylaw or resolution disallow it, and the bylaw or resolution so disallowed becomes and is deemed to have always been void.*

(14) Regulations.

(15) Adds definitions to Part 17.

(16) Section 625 presently reads in part:

*(3) The bylaw establishing a municipal planning commission and the agreement establishing an intermunicipal planning commission must*

- (a) provide for the applicable matters described in section 145(3),*

to provide for meeting procedures as an applicable matter described in section 145(3).

**(17) Section 648(1.2) is repealed and the following is substituted:**

**(1.2)** A bylaw may not impose an off-site levy on land required for a school building project that is

- (a) owned by a school board, or
- (b) leased to a school board in accordance with section 187.1(4)(b) of the *Education Act*.

**(18) Section 674 is amended**

**(a) in subsection (1) by striking out “Before” and substituting “Subject to subsection (1.1), before”;**

**(b) by adding the following after subsection (1):**

**(1.1)** Subsection (1)(a) does not apply in respect of a parcel of land that is the subject of a transfer of ownership to the Crown under section 187.1(1) of the *Education Act*.

**(19) Section 708.26(1) is amended by adding the following after clause (b):**

(b.1) “mandatory service” means a mandatory service referred to in section 708.29(1.1).

**(20) Section 708.28 is amended by adding the following after subsection (1):**

**(1.1)** Subject to subsections (1.2) and (1.3), subsection (1) does not apply to municipal districts with common boundaries if they determine and agree that they do not require a framework.

- (b) prescribe the functions and duties of the commission, including but not limited to subdivision and development powers and duties, and*
- (c) in the case of an intermunicipal planning commission, provide for its dissolution.*

(17) Section 648(1.2) presently reads:

*(1.2) A bylaw may not impose an off-site levy on land owned by a school board that is to be developed for a school building project within the meaning of the Education Act.*

(18) Section 674 presently reads in part:

*674(1) Before any of the following occurs, a public hearing must be held in accordance with section 216.4 and advertised in accordance with section 606*

- (a) the sale, lease or other disposal of*
  - (i) municipal reserve, community services reserve or municipal and school reserve by a council, or*
  - (ii) municipal and school reserve by a council and a school board;*

(19) Adds definition to Part 17.2.

(20) Section 708.28 presently reads in part:

*708.28(1) Municipalities that have common boundaries must create a framework with each other by April 1, 2020 unless they are members of the same growth management board.*

**(1.2)** A municipal district referred to in subsection (1.1) may revoke its agreement at any time by giving written notice to the other municipal district or municipal districts, and where that notice is given, the municipal districts must comply with subsection (1) within one year from the date of the notice.

**(1.3)** The municipal districts referred to in subsection (1.1) must review all existing agreements between them prior to determining and agreeing that a framework is not required.

**(1.4)** A municipal district that under subsection (1.1) does not enter into a framework must

- (a) adopt a resolution that intermunicipal services have been and will continue to be adequately provided by other means,
- (b) notify the Minister of its decision not to enter into a framework by sending a copy of the resolution to the Minister, and
- (c) publish, on the municipal district's website, the reasons for not having a framework.

**(21) Section 708.29 is amended**

**(a) by adding the following before subsection (1):**

**Contents of framework**

**708.29(0.1)** In this section,

- (a) “costs for intermunicipal services” means operating, capital and other non-operating costs required to deliver the services;
- (b) “third-party services” means services provided by a third party that is
  - (i) a corporation independent from the municipalities to whom the services are provided, and
  - (ii) the only services provider authorized under an enactment to provide the services it provides in or to the municipalities that are parties to a framework.

**(b) by adding the following after subsection (1):**

(21) Section 708.29 presently reads in part:

*708.29(1) A framework must describe the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework.*



**(1.1)** The content of the framework required under subsection (1) must address the provision of the following mandatory services:

- (a) transportation;
- (b) water and wastewater;
- (c) solid waste;
- (d) emergency services;
- (e) recreation.

**(1.2)** Municipalities may include additional services in the framework, other than third-party services.

**(1.3)** Where section 708.34(a) or (b) applies to municipalities because of a matter other than a matter regarding a mandatory service, the municipalities must create a framework in accordance with this Part that addresses mandatory services.

**(1.4)** Municipalities may establish in a framework a cost calculation model respecting the costs for intermunicipal services.

**(1.5)** Each municipality in a framework must disclose to the others any information, data or assumptions it is relying on in arriving at its proposal for a cost calculation model.

**(1.6)** Subject to the regulations and subsection (1.7), capital costs may be included in a framework.

**(1.7)** The capital costs for a new facility providing mandatory services may only be included in a framework if, by a prior agreement, all municipalities that are party to the framework have participated in the design of and decision to construct the facility.

**(1.8)** The prior agreement referred to in subsection (1.7) must contain provisions reflecting that the municipalities have addressed and agreed to the nature of the participation of each municipality in the decision to design and construct the facility.

**(1.9)** Subsection (1.7) applies to frameworks entered into after the coming into force of that subsection.



**(1.91)** The Minister may make regulations relating to the inclusion of capital costs in a framework.

**(22) Section 708.33 is amended**

**(a) by adding the following before subsection (1):**

**Method of creating framework**

**708.33(0.1)** In this section, “act in good faith” means to

- (a) act honestly, respectfully and reasonably,
- (b) communicate appropriately,
- (c) share necessary information,
- (d) meet through authorized representatives, and
- (e) be willing and prepared to discuss all issues and explain all rationale.

**(b) in subsection (3) by striking out “negotiate” and substituting “act”.**

**(23) Section 708.34 is amended**

- (a) in clause (a) by adding “because of a matter to be resolved regarding a mandatory service,” before “the municipalities”;**
- (b) in clause (b) by adding “because of a matter to be resolved regarding a mandatory service,” after “section 708.32,”;**
- (c) in clause (c)(iii) by adding “because of a matter to be resolved regarding a mandatory service,” before “have been unsuccessful”.**

(22) Section 708.33 presently reads in part:

*708.33(1) In order to create a framework, the municipalities that are to be parties to the framework must each adopt a bylaw or resolution that contains the framework.*

*(3) In creating or reviewing a framework, the municipalities must negotiate in good faith.*

(23) Section 708.34 presently reads in part:

*708.34 This Division applies to municipalities that are required under section 708.28(1) to create a framework where*

- (a) the municipalities are not able to create the framework within the time required under section 708.28,*
- (b) when reviewing a framework under section 708.32, the municipalities do not agree that the framework continues to serve the interests of the municipalities and one of the municipalities provides written notice to the other municipalities and the Minister stating that the municipalities are not able to agree on the creation of a replacement framework, or*
- (c) the municipalities*
  - (iii) have been unsuccessful in resolving the dispute within one year after starting the dispute resolution process.*

**(24) Section 708.35(1) is amended by adding “because of a matter to be resolved regarding a mandatory service” after “applies”.**

**(25) Section 708.36(7) is amended by adding the following after clause (d):**

- (d.1) that negates a matter, in relation to the award, that the municipalities have agreed to, unless that matter is beyond the municipalities’ jurisdiction,
- (d.2) that addresses a matter not previously discussed by the municipalities,

**(26) Section 708.4(1) is repealed and the following is substituted:**

**Municipalities must adopt framework and amend bylaws**

**708.4(1)** Where an arbitrator makes an award respecting a framework,

- (a) the arbitrator must ensure the preparation of the framework that reflects or incorporates the award and submit it to the municipalities within 30 days after the award is finalized, and
- (b) the municipalities are bound by the award and must, within 60 days after the date the arbitrator submits the framework to the municipalities, adopt the framework in accordance with the award.

**(1.01)** The arbitrator must provide a copy of the award and the framework to the Minister within 30 days after the award is finalized.

**(27) Section 708.41 is amended by adding the following after subsection (2):**

- (3)** If a municipality fails to pay its proportion of the arbitrator’s costs, the Minister may order the municipality to pay its proportion of the costs.

(24) Section 708.35(1) presently reads:

*708.35(1) Where section 708.34(a), (b) or (c) applies, the municipalities must refer the matter to an arbitrator.*

(25) Section 708.36(7) presently reads in part:

*(7) An arbitrator must not make an award*

*(d) that is contrary to an intermunicipal development plan under Part 17 or a growth plan,*

(26) Section 708.4(1) presently reads:

*708.4(1) Where an arbitrator makes an award respecting a framework, the municipalities are bound by the award and must, within 60 days after the date of the award, adopt a framework in accordance with the award.*

(27) Section 708.41 presently reads in part:

*(2) Each municipality's proportion of the costs must be determined by dividing the amount of that municipality's equalized assessment by the sum of the equalized assessments of all of the municipalities as set out in the most recent equalized assessment.*

(4) If the municipality fails to comply with the Minister's order under subsection (3), the Minister may take any measure set out in section 708.43(3) and shall provide reasons to the municipality for taking any of the measures.

**(28) Section 708.43 is amended**

**(a) by repealing subsection (2) and substituting the following:**

(2) If the Minister considers that a municipality has not complied with a framework or award or has not adopted a framework that reflects an arbitrator's award that is binding on the municipality, the Minister may take any necessary measure to ensure that the municipality complies with the framework or award or adopts the framework.

**(b) in subsection (3)**

(i) **by repealing** "all necessary measures includes, without limitation," **and substituting** "necessary measures include";

(ii) **by adding the following after clause (d):**

(d.1) imposing a framework on the municipality reflecting the arbitrator's award;

**(c) by adding the following after subsection (3):**

(4) The Minister shall provide reasons to the municipality for any measures taken by the Minister under subsection (2).

**(29) Section 708.52 is amended by adding the following after clause (a):**

(a.1) respecting the implementation of a framework adopted as a result of arbitration under Division 2;

**(30) The following is added after section 708.52:**

**Ministerial orders**

**708.53(1)** Subject to any regulations made under section 708.52(c), the Minister may make an order providing for any other matter that the Minister considers necessary or advisable for

(28) Section 708.43 presently reads in part:

*(2) If the Minister considers that a municipality has not complied with a framework, the Minister may take any necessary measures to ensure that the municipality complies with the framework.*

*(3) In subsection (2), all necessary measures includes, without limitation, an order by the Minister*

*(d) withholding money otherwise payable by the Government to the municipality pending compliance with an order of the Minister;*

(29) Adds regulation-making authority.

(30) Ministerial orders.



carrying out the intent of this Part, including for the implementation of a framework.

(2) If the Minister makes an order to a municipality under subsection (1) and the municipality does not comply with that order, the Minister may take any necessary measure set out in section 708.43(3) to ensure that a municipality complies with the order.

(3) If the Minister takes any necessary measure set out in section 708.43(3), the Minister shall provide reasons to the municipality for taking the measure.

**(31)** Where a complaint against

- (a) a councillor under a code of conduct established under section 146.1(1) as that provision read immediately before the coming into force of subsection (3), or
- (b) a member of a council committee who is not a councillor under a code of conduct established under section 146.1(3) as that provision read immediately before the coming into force of subsection (3)

is not concluded, that complaint is terminated.

**(32)** Where a sanction has been imposed under a code of conduct referred to in subsection (31) for a breach of the code of conduct and that sanction is not concluded, that sanction is terminated.

**(33)** Subsection (12) comes into force on Proclamation.

**(34)** Subsections (15), (17) and (18) come into force on the coming into force of the *Appropriation Act, 2025*.

### **New Home Buyer Protection Act**

#### **Amends SA 2012 cN-3.2**

**3(1)** The *New Home Buyer Protection Act* is amended by this section.

**(2)** Section 1 is amended

- (a) in subsection (1)

(31) Termination of complaint under code of conduct.

(32) Termination of sanction under code of conduct.

(33) Coming into force.

(34) Coming into force.

### **New Home Buyer Protection Act**

3(1) Amends chapter N-3.2 of the Statutes of Alberta, 2012.

(2) Section 1 presently reads in part:

*1(1) In this Act,*

**(i) by adding the following after clause (g):**

(g.01) “building permit” means a building permit issued under the *Safety Codes Act*;

**(ii) in clause (q) by striking out “statute” and substituting “Act”;**

**(b) by repealing subsection (2).**

**(3) Section 1.1 is amended**

**(a) in subsection (1) by striking out “subsections (3) and (4)” and substituting “subsections (3), (4) and (6)”;**

**(b) in subsection (2) by striking out “subsection (5)” and substituting “subsections (5) and (6)”;**

**(c) in subsection (6) by striking out “Subsections (1) and (2)” and substituting “Despite section 2, subsections (1) and (2)”.**

**(4) Section 3 is amended**

**(a) in subsection (1)**

**(i) by repealing clause (a)(ii) and substituting the following:**

(ii) except as authorized under subsection (1.1), has the required home warranty coverage,

**(ii) in clause (b) by striking out “subsection (7)(a) and (b)” and substituting “subsection (7)”;**

**(b) by repealing subsection (1.1) and substituting the following:**

(q) “Minister” means the Minister determined under section 16 of the Government Organization Act as the Minister responsible for this statute;

(2) In this Act,

(a) a reference to “this Act” includes the regulations made under this statute;

(b) a reference to “this statute” does not include the regulations made under this statute.

(3) Section 1.1 presently reads in part:

*1.1(1) Subject to subsections (3) and (4), the protection period in the case of a new home other than common property or common facilities is,*

*(2) Subject to subsection (5), the protection period in the case of common property or common facilities in a building is the 10-year period beginning when the title to an inhabitable unit in the building or in a building in a phase of development of a condominium is transferred from a residential builder to a purchaser of a unit in an arm’s length transaction.*

*(6) Subsections (1) and (2) apply only to new homes constructed under a building permit applied for on or after August 1, 2014.*

(4) Section 3 presently reads in part:

*3(1) No person shall build a new home unless*

*(a) the new home*

*(ii) is covered by a home warranty insurance contract that complies with subsection (6),*

*and*

*(b) the person has been offered the option to purchase the additional coverage referred to in subsection (7)(a) and (b).*

*(1.1) Despite subsection (1)(a)(ii) but subject to any regulations under section 28(1)(h.2), the Registrar may issue, on any terms and conditions the Registrar considers appropriate, an authorization*

**(1.1)** Subject to the regulations made under section 28(1)(h.2), the Registrar may, in an authorization issued under section 5 to an owner builder in respect of a new home, authorize the owner builder to build the new home without having the required home warranty coverage.

**(1.2)** On issuing an authorization in accordance with subsection (1.1), the Registrar must, as soon as practicable, register a caveat against the certificate of title to the land on which the new home is to be constructed that provides notice that the new home does not have the required home warranty coverage.

**(1.3)** For the purpose of registering a caveat referred to in subsection (1.2) under the *Land Titles Act*, the Registrar is considered to have a claim to an interest in the land that is to be subject to the caveat.

**(1.4)** Sections 136, 137 and 138 of the *Land Titles Act* do not apply to a caveat referred to in subsection (1.2).

**(1.5)** Section 3.1(6) applies, with necessary modifications, to a caveat referred to in subsection (1.2).

**(1.6)** A caveat referred to in subsection (1.2) may only be discharged in accordance with section 3.02.

**(c) by repealing subsection (2);**

**(d) in subsections (3) and (4) by striking out “coverage” wherever it occurs and substituting “the required home warranty coverage”;**

**(e) by repealing subsection (5).**

*that authorizes the owner builder to build the new home without having a home warranty insurance contract.*

*(2) Subject to subsection (5), a person shall not sell or offer to sell a new home while the new home is being constructed or during the protection period unless*

- (a) the new home has the required home warranty coverage for the protection period or the balance of the protection period, as the case may be, and*
- (b) the person provides the prospective owner of the new home with a disclosure notice in respect of the home warranty coverage described in clause (a) in a form satisfactory to the Registrar.*

*(3) Other than for the common property and common facilities in a building,*

- (a) for a new home constructed by a residential builder on land owned by the residential builder, where there is a transfer of title to the land by the residential builder to the owner, coverage begins on the date the protection period begins under section 1.1(1)(a),*
- (b) for a new home constructed by a residential builder or an owner builder on land owned by the owner or the owner builder prior to permit issuance, coverage begins on the date the protection period begins under section 1.1(1)(b), and*
- (c) for a new home constructed by a residential builder on land not owned by the owner, where there is no transfer of title to the land by the residential builder to the owner, coverage begins on the date the protection period begins under section 1.1(1)(c).*

*(4) With respect to the common property and common facilities in a building, coverage begins on the date the protection period begins under section 1.1(2).*

*(5) The Registrar may*

- (a) exempt a person from the requirements of subsection (2) if the Registrar is satisfied, on application by the person, that the person would suffer undue hardship if the exemption were not granted, and may impose terms and conditions on the exemption, and*

**(5) The following is added after section 3:**

**No sale of new home without warranty coverage or exemption**

**3.01(1)** A person must not sell nor offer to sell to a prospective owner a new home while the new home is being constructed or during the applicable protection period unless

- (a) the new home
  - (i) has the required home warranty coverage for the protection period or the balance of the protection period, as the case may be, or
  - (ii) does not have the required home warranty coverage but
    - (A) the person has been granted an exemption under subsection (3)(a) in respect of the new home, and
    - (B) the Registrar provides the person with written permission to sell or offer to sell the new home,
- and
- (b) the person provides the prospective owner with a disclosure notice, in a form satisfactory to the Registrar, that states whether the new home has the required home warranty coverage.

**(2)** A person may, in accordance with the regulations, if any, apply to the Registrar for an exemption from the requirement under subsection (1)(a)(i) in respect of a new home on the grounds that the person will suffer either of the following if the exemption is not granted:

- (a) undue hardship;
- (b) financial hardship.

*(b) require a person who receives an exemption under this subsection to provide a prospective owner of the new home with a disclosure notice in respect of the exemption described in clause (a) in a form satisfactory to the Registrar.*

(5) No sale of new home without warranty coverage or exemption; discharge of caveats.



**(3)** On receiving an application under subsection (2), the Registrar must,

- (a) if satisfied that the application meets either of the grounds for an exemption, grant the exemption to the person who made the application and provide the person with a copy of the exemption, or
- (b) if not satisfied that the application meets either of the grounds for an exemption, refuse to grant the exemption.

**(4)** On granting an exemption under subsection (3)(a), the Registrar must, as soon as practicable, register a caveat against the certificate of title to the land on which the new home that is the subject of the exemption is located that provides notice that the new home does not have the required home warranty coverage unless

- (a) a caveat has been previously registered against the certificate of title in accordance with this subsection or section 3(1.2), and
- (b) the previously registered caveat has not been discharged under section 3.02.

**(5)** For the purpose of registering a caveat referred to in subsection (4) under the *Land Titles Act*, the Registrar is considered to have a claim to an interest in the land that is to be subject to the caveat.

**(6)** Sections 136, 137 and 138 of the *Land Titles Act* do not apply to a caveat referred to in subsection (4).

**(7)** Section 3.1(6) applies, with necessary modifications, to a caveat referred to in subsection (4).

**(8)** A caveat referred to in subsection (4) may only be discharged in accordance with section 3.02.

#### **Discharge of caveats**

**3.02(1)** The Registrar may, on application under subsection (2) or on their own initiative, discharge a caveat referred to in section 3(1.2) or 3.01(4) only if the Registrar is satisfied that either of the following applies to the new home located on the land subject to the caveat:



- (a) the new home has the required home warranty coverage;
- (b) the protection period applicable to the new home has expired.

(2) A person may, in accordance with the regulations, if any, apply to the Registrar for a discharge of a caveat referred to in section 3(1.2) or 3.01(4).

**(6) Section 3.1 is amended**

**(a) in subsection (2)**

- (i) **by striking out** “A residential builder” **and substituting** “Subject to subsection (4), a residential builder”;
- (ii) **by striking out** “section 3(1)(a)(ii) and (b) and (2)” **and substituting** “sections 3(1) and 3.01(1)”;

**(b) in subsection (3)**

- (i) **by striking out** “A sole owner” **and substituting** “Subject to subsection (4), a sole owner”;
- (ii) **by striking out** “section 3(2)” **and substituting** “section 3.01(1)”;

**(c) in subsection (6) by striking out** “A caveat registered pursuant to” **and substituting** “A caveat referred to in”;

**(d) in subsection (7) by striking out** “a caveat registered under” **and substituting** “a caveat referred to in”;

**(e) in subsection (8) by striking out** “under” **and substituting** “as referred to in”;

**(f) in subsection (10) by striking out** “This” **and substituting** “Despite section 2, this”.

**(7) Section 5(1) is amended**

- (a) **by striking out** “on application” **and substituting** “in accordance with the regulations, if any”;

(6) Section 3.1 presently reads in part:

*(2) A residential builder of a multiple family dwelling built for rental purposes is exempt from the application of section 3(1)(a)(ii) and (b) and (2) in respect of the multiple family dwelling.*

*(3) A sole owner of a multiple family dwelling built for rental purposes is exempt from the application of section 3(2) in respect of the multiple family dwelling.*

*(6) A caveat registered pursuant to subsection (5)*

*(7) Sections 136, 137 and 138 of the Land Titles Act do not apply to a caveat registered under subsection (5).*

*(8) Where a caveat in respect of a rental use designation is registered under subsection (5), the land may not be*

*(10) This section applies only to multiple family dwellings constructed under a building permit applied for on or after August 1, 2014.*

(7) Section 5(1) presently reads in part:

*5(1) Subject to section 6, the Registrar may, on application, issue an authorization, subject to any terms and conditions the Registrar considers appropriate, to an owner builder if the owner builder*

(b) **by adding** “in respect of a new home” **after** “to an owner builder”.

**(8) Section 7(2) is amended by striking out** “under the *Safety Codes Act*”.

**(9) Section 8(5)(b) is amended by striking out** “or owner” **and substituting** “, owner builder or owner”.

**(10) The following is added after section 8:**

**Safety Code Council advice and recommendations**

**8.01(1)** In this section, “Council” has the same meaning as in the *Safety Codes Act*.

**(2)** The Minister may request advice and recommendations from the Council on any matter to which this Act applies, including the following:

- (a) the building or construction of a new home;
- (b) the requirements applicable to a home warranty insurance contract;
- (c) the licensing requirements applicable to a residential builder.

**(11) Section 12(3)(c) is amended by striking out** “section 3(2) or (5)” **and substituting** “section 3.01(1)(b)”.

(8) Section 7(2) presently reads:

*(2) If the Registrar suspends or cancels an authorization held by an owner builder to whom a building permit has been issued under the Safety Codes Act, the Registrar shall notify the permit issuer.*

(9) Section 8(5)(b) presently reads:

*(5) The Registrar*

*(b) may, on application by a residential builder or owner of a building or a proposed building that is subject to an exemption under this Act, provide notice that the building or proposed building is exempt from the application of this Act.*

(10) Safety Code Council advice and recommendations.

(11) Section 12(3)(c) presently reads:

*(3) Without limiting subsection (2)(a)(ii), a compliance order may specify any of the following requirements:*

*(c) that a person must provide to a prospective owner a copy of the disclosure notice referred to in section 3(2) or (5);*

**(12) Section 17(1)(d) is repealed and the following substituted:**

- (d) whose application for an exemption under section 3.01(2) has been refused,
- (d.1) who is affected by any of the following decisions:
  - (i) the Registrar's refusal to provide the person with the written permission referred to in section 3.01(1)(a)(ii)(B) or 3.1(8);
  - (ii) the Registrar's determination that the exemption under section 3.1(2) or (3) does not apply to the person;
  - (iii) the Registrar's determination under section 8(5)(a) as to whether a building or a portion of a building, or a proposed building or a portion of a proposed building, is a new home to which this Act applies or is exempt from the application of this Act,

**(13) Section 26(1)(d)(i) and (ii) are amended by striking out "statute" and substituting "Act".**

**(14) Section 28 is amended**

- (a) in subsection (1)
  - (i) by repealing clauses (a) and (b) and substituting the following:
    - (a) prescribing, for the purpose of section 1(1)(m), a system or part of a system as a delivery and distribution system to which this Act applies;

(12) Section 17(1)(d) presently reads:

*17(1) A person*

- (d) whose application under section 3(5) for an exemption from section 3(2) on grounds of undue hardship has been refused,*

(13) Section 26(1)(d)(i) and (ii) presently reads:

*26(1) Every person who*

- (d) contravenes*
  - (i) this statute,*
  - (ii) a regulation made under this statute where the regulation specifies that it is an offence to contravene or fail to comply with the regulation,*

(14) Section 28 presently reads in part:

*28(1) The Lieutenant Governor in Council may make regulations*

- (a) providing, for the purpose of section 1(1)(m), that a system or part of a system is a delivery and distribution system to which this Act applies;*
- (b) providing, for the purpose of section 1(1)(s)(iii), that a class of buildings or portions of buildings is a class of new home to which this Act applies;*



- (b) prescribing, for the purpose of section 1(1)(s)(iii), a class of buildings or portions of buildings as a class of new home to which this Act applies;

**(ii) by adding the following after clause (g):**

- (g.1) respecting an application for an exemption under section 3.01(2);
- (g.2) respecting an application for a discharge of a caveat under section 3.02(2);

- (iii) **in clause (h.2)(iv) by striking out** “is covered by a home warranty insurance contract” **and substituting** “has the required home warranty insurance coverage”;

- (b) **in subsection (2)(e) by striking out** “section 3.1(9)” **and substituting** “section 3.02(1) or 3.1(9)”.

**(15) Section 30 is amended by striking out “statute” and substituting “Act”.**

**(16) This section comes into force on Proclamation.**

### **Safety Codes Act**

**Amends RSA 2000 cS-1**

**4(1) The *Safety Codes Act* is amended by this section.**

**(2) Section 16(4) and (5) are repealed and the following is substituted:**

**(4)** The persons appointed to the Council by the Board of Directors must include

- (a) persons who are experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment, and

- (h.2) *respecting authorizations, including, without limitation, regulations*
- (iv) *for the purposes of section 3(1.1), respecting circumstances in which the Registrar must not issue an authorization to build a new home unless the new home is covered by a home warranty insurance contract;*
- (2) *The Minister may make regulations*
- (e) *respecting the discharge by the Registrar of a caveat under section 3.1(9).*

(15) Section 30 presently reads:

*30 This statute comes into force on Proclamation.*

(16) Coming into force.

### **Safety Codes Act**

4(1) Amends chapter S-1 of the Revised Statutes of Alberta 2000.

(2) Section 16(4) and (5) presently read:

*(4) The persons appointed to the Council by the Board of Directors must include persons who are experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment.*

*(5) The Board of Directors shall ensure that representatives of municipalities, business, labour and persons with disabilities are appointed to the Council from among the persons described in subsection (4).*

- (b) persons who are experts in or have experience with new home warranty coverage under the *New Home Buyer Protection Act*.

**(5)** For the purpose of subsection (4), the Board of Directors shall ensure that

- (a) representatives of municipalities, business, labour and persons with disabilities are appointed from among the persons described in subsection (4)(a), and
- (b) representatives of builders, warranty providers, insurers and homeowners are appointed from among the persons described in subsection (4)(b) with respect to the Council's duty to provide advice and recommendations referred to in section 18(d.01).

**(3) Section 18 is amended by adding the following after clause (d):**

- (d.01) shall provide advice and recommendations to the Minister responsible for the *New Home Buyer Protection Act* if a request is made under section 8.01 of that Act,

**(4) This section comes into force on Proclamation.**

(3) Section 18 presently reads in part:

*18 The Council*

*(d) shall carry out any activities that the Minister directs,*

(4) Coming into force.





# RECORD OF DEBATE

Stage	Date	Member	From	To
		Interventions	From	To
Stage	Date	Member	From	To
		Interventions	From	To
Stage	Date	Member	From	To
		Interventions	From	To
Stage	Date	Member	From	To
		Interventions	From	To
Stage	Date	Member	From	To
		Interventions	From	To
Stage	Date	Member	From	To
		Interventions	From	To
Stage	Date	Member	From	To
		Interventions	From	To

**MEETING DATE: MAY 20, 2025**

## **BRIEFING NOTE - TO COUNCIL**

### **SUBJECT**

**PROVINCE OF ALBERTA – MATURE ASSET STRATEGY**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee accept the Province of Alberta – Maturity Asset Strategy as information.

### **DETAILS**

Background: The Mature Asset Strategy (MAS) was instigated as part of the process to address the “orphan well” issue within the Province of Alberta. Mature Asset Strategy is composed of six working groups, comprised of stakeholders across the province to discuss Municipal Taxes and Rising Costs; Resource Conservation and Enhanced Oil Recovery; Economic Opportunities; Shared Resources and Dedicated Closure Entities; Closure Liability Funding Alternatives; and Risk-Based Closure Regulatory Review.

Discussion: Through the work of the six working groups noted above, 21 recommendations were put forward in the MAS “What we heard and recommendations report – April 3, 2025.”

Major recommendations:

1. Addressing non-payment of municipal taxes – establish rapid and transparent process for addressing late or non-payment of municipal taxes. There is no clear process identified for taxes to get paid, instead the Province continues to allow companies who don’t pay taxes to operate.
2. Reconstituting the surface rights board – reestablish the SRB. The SRB was removed a few years back by the Province, it is unclear how this will solve any concerns.
3. Review AER License Transfer Mechanisms regarding closure liability funding – the Province revised this in 2023 and 2024 and the problem continues to persist, not sure what will be done to solve the concerns.
4. Addressing surface lease non-payment – partner with landowner groups to establish a more transparent process for addressing late payments, it is unclear how and what this accomplish.



5. Strengthening industry-municipality collaboration – establish a working group to create understanding between different parties, it is unclear what this will accomplish.
6. Develop financial models for mature fields – it is unclear what this will mean and accomplish.
7. Establish and enhanced oil recovery (EOR) working group – not clear how this will resolve concerns, what authority the working group has.
8. Support innovation adoption through collaboration – another working group which is unclear how this would help and what authority they would have.
9. Support increased exploration and production in mature asset areas, unclear what affect this may have for all parties.
10. Gas transmission repurposing working group – not clear what authority and who will make up the working group.
11. Regulatory framework for small -scale electricity generation – not sure that a working group is what is needed, regulatory constraints and Provincial red tape are perhaps more of a concern.
12. Rural energy-based economic group – industry, RMA and Municipal Affairs to investigate or develop economic growth opportunities based on rural energy projects. Not sure the value Municipal Affairs brings to the table here?
13. Joint industry closure initiative – unclear as to what this will result in.
14. Enable the development of HarvestCo entities – these companies are part of the problem we have with operators not paying their bills.
15. Explore updating insolvency law to capture the needs of closure and reclamation – this does not address the concern of unpaid taxes.
16. Enable asset-attached closure funding mechanism and establish working group for third-party end-of-life liability models – this is a positive step forward.
17. Examine the creation of a long-term liability indemnity fund for closed assets post reclamation certificate – this appears to be a step in the right direction.
18. Explore eventually requiring asset- attached closure funding on wells or assets that been decommissioned for years but not reclaimed or where off-site contamination from those assets is present – this is a positive step forward, hopefully it wont get bogged down in Provincial red tape.
19. Explore carbon credit markets for end-of-life funding on emitting assets – this is a positive step provide no tax payer dollars are funding private companies.
20. Mandate regulator engagement with a joint industry closure initiative – this seems that it could be a positive move.

21. Form working group to develop program details and operating mechanisms for a joint industry closure initiative – not sure what a working group agreed to by industry, appointed by industry will do which could be effective for all parties involved.

Relevant Policy/Legislation Practices: Municipal Government Act of Alberta.

Desired Outcome (s): Work with Province to ensure that the results of MAS do not undermine the authority and sustainability of the County of Vermilion River.

Response Options: THAT the County of Vermilion River Policy and Priorities Committee accept the Province of Alberta – Maturity Asset Strategy as information.

## IMPLICATIONS OF RECOMMENDATION

Organizational: Council/Administration

Financial: Unknown at this time

Communication Required: None

Implementation: Address Province with concerns of MAS

## ATTACHMENTS

1. Province of Alberta Mature Asset Strategy: What we heard and recommendations report – April 3, 2025.

2. Rural Municipalities of Alberta Mature Asset Strategy: RMA Response to Final Report

PREPARED BY: CAO Alan Parkin

DATE: May 5, 2025

# Mature Asset Strategy

## RMA Response to Final Report

April 2025

# Introduction

On April 3, 2025, the Government of Alberta (GOA) released the [final report of the Mature Asset Strategy](#) (MAS). According to the final report, the MAS

outlines a comprehensive approach to managing Alberta's aging oil and gas infrastructure while driving economic growth, protecting the environment, and ensuring long-term sustainability. Alberta faces significant challenges in balancing the retirement of mature assets with the need to foster continued investment in the province's energy sector. The MAS aims to address these challenges through innovative policy solutions, new financial instruments, and collaborative initiatives.

RMA was invited to participate in the engagement process for some components of the MAS process, including a working group focused on examining the role of municipal property taxes and surface leases in relation to mature asset viability. Beginning with the initial MAS introduction meeting, RMA has expressed concerns with the process itself, how organizers have defined "success," and unfounded assumptions related to the role of property taxes in impacting mature asset profitability. Issues and flaws in these areas have contributed to a final report that is both unclear and of questionable credibility. This response document will provide a detailed overview and analysis of RMA's perspective on all three of the above concerns. While it does not examine all 21 recommendations in the final report, it does provide an RMA response to some.

RMA supports the concept of the MAS; there is value for industry, rural municipalities, and all Albertans in a cohesive, broadly supported strategy for extending the productive life of assets and better managing end-of-life obligations. However, such a strategy must be based on input and buy-in from both industry and non-industry perspectives, which is where the MAS process falls short. While some or all the recommendations may benefit some or all of industry, how do those benefits balance with impacts on municipalities, landowners, the environment, and the broader public interest? A credible and effective strategy must answer this question and contextualize recommendations based on this balance of interests. Unfortunately, the MAS does neither.

# MAS Process

The MAS engagement process was problematic in multiple ways. While the final report is now released, the flaws in the process directly contribute to the questionable credibility of the final report and therefore warrant discussion in this document.

## Lack of Definition of “Mature Asset”

A fundamental first step of an effective engagement and solutions-development process is defining the scope of the problem, which then allows for a common understanding of the scope and impact of recommendations developed at the conclusion of the process. It goes without saying that legislative, regulatory, or other changes to industry accountability or other requirements, such as those recommended in the MAS, could have significant impacts on both industry and non-industry stakeholders; understanding the degree of those impacts is a crucial component of evaluating the balance between costs and benefits. Unfortunately, organizers were not prepared to define or provide an inventory of a “mature asset,” despite repeated requests from RMA. At various points throughout the process, organizers alluded to “mature” being based on an asset’s age, level of production, or geographic area.

Unfortunately, the attempt to define a mature asset in the final report is so vague that it is essentially useless. It is unclear whether this is due to a lack of available data or if it is an attempt to allow recommendations to benefit as much of industry as possible by defining virtually all assets as “mature.” Either explanation is problematic.

If a lack of data is driving an inability to define a mature asset, RMA would argue that step one of an effective strategy development would be to understand if and how such data could be gathered and used to make informed and properly scoped recommendations. The final report (p. 17) states that

a precise definition of mature assets is not straight forward. In reality, no two wells are the same, even in the same field. This includes construction, production, operating costs, and closure liability. Internally, producers most often calculate the economic performance of their assets on a pool or field basis, not on a single asset basis.

The report then proceeds to list the following mature asset characteristics:

- ◆ Declining production rates
- ◆ Increased unit operating costs
- ◆ Sensitivities to royalties, taxes, and levies
- ◆ Secondary and enhanced recovery methods
- ◆ Mature asset management challenges
- ◆ Potential for sustained production

Without a more detailed threshold or definition tied to each characteristic above, it could be argued that every oil and gas asset in the province could be considered “mature.” It would also stand to reason that policy solutions to keep in operation wells facing declining production rates may be very different from those relying on enhanced recovery methods (as an example). In other words, without understanding what level of decline,

extent of increased costs, etc. warrants an asset to be defined as “mature,” it is impossible to develop targeted recommendations.

To make matters more confusing, immediately after emphasizing the subjectivity, lack of data available, and multiple factors that may contribute to defining a well as mature, the report simply equates mature assets to those that are marginal, inactive, and decommissioned – all existing categories used by the Alberta Energy Regulator (AER). This oversimplification appears to ignore the nuanced factors outlined above. For example, how many of those marginal, inactive or decommissioned wells would be candidates for secondary or enhanced recovery methods? Knowing this would have allowed those involved in the engagement to determine whether recommendations to incentivize enhanced recovery were worthy of focus. Unfortunately, this level of analysis in determining the scope and characteristics of mature assets was absent, resulting in a somewhat random array of recommendations with little information on their impacts or effectiveness.

## Stakeholder Involvement

RMA appreciated the opportunity to participate in the MAS engagement process. However, aside from RMA, involvement of non-industry stakeholders was extremely limited, and to RMA’s knowledge, many sectors that would be directly impacted by some or all the recommendations were not involved in any way. This includes the environmental sector, gas co-ops, the renewable energy industry, multiple arms-length government agencies, and organizations representing the broader public interest. This lack of diversity in terms of participants resulted in a heavy reliance on individual companies and industry associations to propose very specific ideas that would have a direct and specific benefit for them. While it is possible that some of the proposed ideas would enhance asset production and viability more broadly, such analysis was not typically part of the process, meaning the scope and extent of the impacts on industry are unknown. The lack of non-industry perspectives also meant that virtually no discussion took place in terms of possible environmental or other risks or unintended consequences associated with the use of new technologies or changes to the liability responsibilities. There was generally an assumption that if a recommendation enhanced production or presented a possibility of bringing non-producing assets back into service, there was no need to discuss other potential risks or impacts.

The exception to this industry-centric perspective was in the working group focused on municipal taxes and surface leases. This working group, often described by organizers as “the only negative working group,” was also the only one in which discussion was driven by non-industry stakeholders, as RMA and surface rights representatives regularly pushed back on concepts proposed by both organizers and industry representatives that would reduce industry costs but impact municipalities and landowners in the form of reduced taxes or surface leases. Unfortunately, a similar level of critical analysis was not featured in the other working groups (perhaps what made them seem more positive to organizers!), meaning the recommendations are largely untested in terms of industry benefits and broader risks or impacts.

## Inconsistent Use of Data

The entire MAS process suffered from significant shortcomings in the presence and accuracy of data. While the exact nature of these shortcomings varied among working groups, based on RMA’s perspective, poor quality or completely lacking data was a common factor that organizers tended to brush off as a simple reality of the process, rather than a gap or weakness to be mitigated before developing recommendations. At the two non-municipal-focused working groups that RMA participated in (resource conservation and enhanced oil recovery and economic development) most included data was provided by individual companies proposing specific



“pitches” either for particular technologies or methods linked to that individual company, or for specific regulatory or policy changes that would directly benefit their business interests. While this is not necessarily problematic in isolation, as ideas benefiting a specific company may also have more transformational, industry-wide benefits, any consideration or analysis of the link between individual company benefits and level of impact on the broader intent of the MAS was lacking. From RMA’s perspective, this resulted in what was essentially a series of “sales pitches” in which companies would propose an idea, MAS organizers would typically react positively, and focus would then shift to the next presentation with very little discussion or analysis on how the specific idea connected to the broader MAS goals, challenges, or barriers to implementing, risks, or applicability to the broader industry.

## Municipal Data

Not surprisingly, RMA was most focused on working group 1 (Municipal Taxes, Surface Leases, and Rising Operating Costs). The working group was based on an assumption from organizers that municipal taxes pose an unreasonable burden on companies operating mature assets, and that Alberta’s property tax system requires significant changes to better accommodate the fiscal challenges associated with operating low-producing or low-value wells. This is captured in the following statement from the terms of reference:

Working Group 1 is established to evaluate the impact of fixed costs on the commercial viability of mature producing assets and recommend modifications to the current fiscal regime and municipal tax system as it applies to producing assets on private land and host municipalities. Recognizing the unique challenges presented by the assessment of oil and gas assets, our purpose is to ensure a fair, sustainable, and equitable taxation and lease framework that reflects the declining value of these assets over their useful life and the economic realities of the industry.

In other words, rather than research if and how property taxes and mature asset viability are related, the terms of reference for working group 1 indicated that the MAS would rely on assumptions to recommend changes to the assessment and tax system which could result in a radical transformation of the entire municipal revenue model.

Based on the boldness of the statements in the terms of reference, RMA approached working group 1 with high expectations as to the level of data and evidence that organizers would have prepared to justify the need for transformational changes to the assessment and tax model. Instead, no data or evidence was provided by organizers, with their position reliant on a presentation from a single company with a large portfolio of mature assets that argued that their ratio of property taxes to revenues was too high. As this assumption-reliant process was proposing possible changes with massive impacts on municipal viability, RMA reached out to MAS organizers following the initial table 1 meeting with a request for data to support informed discussions. Specifically, RMA requested the following:

- ♦ A written definition of a “mature asset” for the purpose of the MAS.
- ♦ A comprehensive list of oil and gas properties (with an emphasis on “mature assets” based on the definition requested above), including their location, year of construction, and any available production/remaining reserves data.
- ♦ Historical and present assessment data for all wells and other applicable properties, including mature and comparable non-mature assets.

- ◆ Historical and present industry-wide data on operational expense levels for mature and comparable non-mature assets. This would include municipal property taxes, land leases, royalty charges, and other key categories (i.e. electricity, maintenance and repair, labour, etc.). RMA expects its members can supplement municipal tax data based on current data, though industry-wide data would be highly valuable.
- ◆ Historical and present industry-wide data on production and revenues for all, or at minimum, a meaningful cross-section of mature and comparable non-mature assets.
- ◆ Provincial data on the total reclamation liability associated with mature assets.
- ◆ Provincial data on historical transfers of mature assets and current ownership by company.

From RMA's perspective, a constructive process requires transparency and all participants to be on the same level in terms of access to information. If municipal taxes truly were an unreasonable burden to industry viability, then perhaps there was a need to revisit some aspects of assessment and taxation to achieve a better balance between industry and municipal needs.

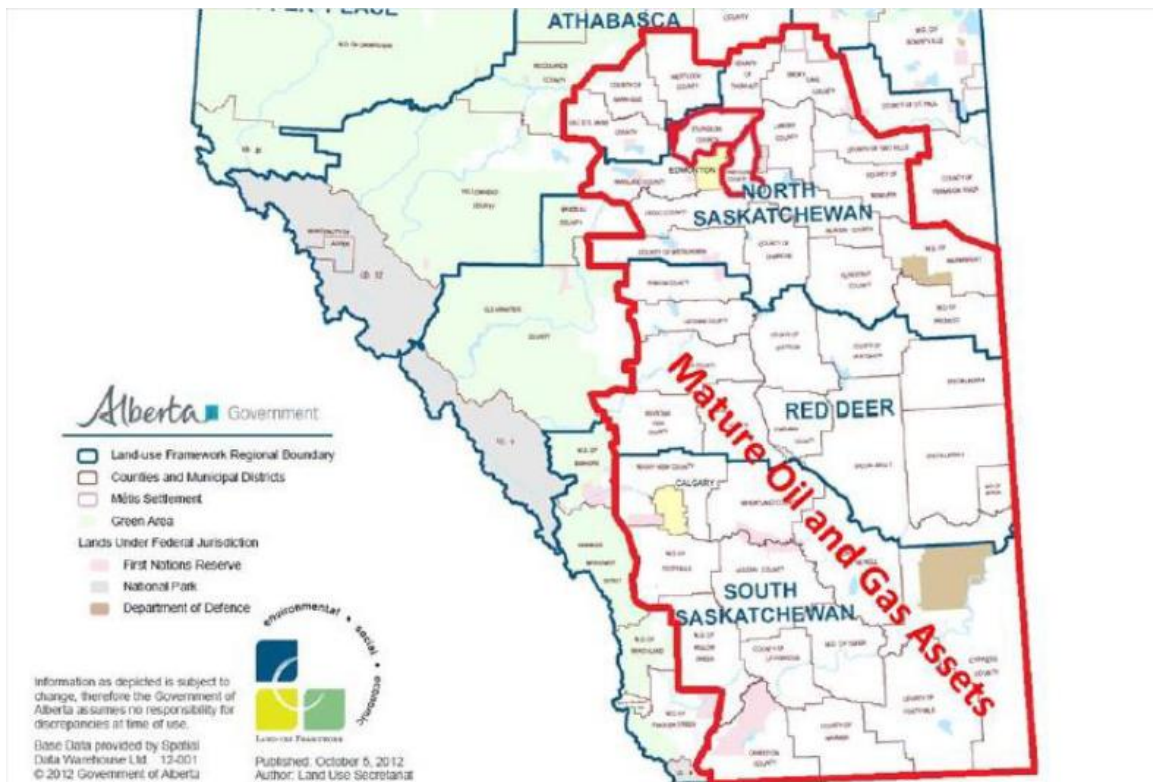
Unfortunately, the response from organizers indicated they did not have the data above, and they instead demanded that RMA provide detailed data supporting our claims about the amounts of unpaid property taxes owed by the oil and gas industry; an issue that is not even referenced in the working group 1 terms of reference or other MAS guiding documents.

It did appear that RMA's data request triggered a realization among organizers that at least at working group 1, there would be an expectation that proposed changes and recommendations be justified. This resulted in some attempts to support positions with evidence, but unfortunately many were confusing and inconsistent. Two examples of this inconsistency are below.

## **Mature Asset Locations**

As discussed above, the MAS process was undermined by a lack of definition of a "mature asset" or explanation of the scope or impact of proposed changes. In an attempt to provide some level of clarity, mid-way through the engagement process organizers provided the following map showing the location of mature assets:





As additional context, the GOA also stated that “mature assets...are in areas with a longer history of development that have reached a state of declining production or are otherwise reaching the end of their productive lives.” However, they also stated that “the municipalities in the mature boundary area may include reservoirs not considered mature.”

While this was far from a clear definition, threshold or inventory, it at least provided a general sense of where in the province the MAS recommendations would focus. However, the mature asset scope and definition provided in the final report are completely different from the above. While the list of characteristics of a mature asset was already discussed on page 3 of this document, the final report also includes a table showing which municipalities host significant amounts of mature assets (p. 19). This list in the final report includes at least 13 municipalities not included in the map provided to participants above, including six of the top ten most “mature asset-heavy” municipalities listed in the final report. The final list also excludes many of the municipalities contained in the mature asset zone in the map above.

This inconsistency is problematic for several reasons. While the exact scope and location may not matter to those whose intent is to develop recommendations that will benefit industry as a whole, RMA’s interest in the process was to understand how recommendations would balance benefit for mature asset viability with municipal and other non-industry impacts, as well as understand what municipalities may be most impacted by recommendations, especially those that may limit or restrict tax revenues. Unfortunately, this simply did not happen, as the map above indicates that organizers’ attempt to define a mature asset zone during the engagement process was most likely based on assumptions; once a decision was made (after the engagement process) to simply equate mature assets with those deemed marginal, inactive or decommissioned, the geographic pattern of mature assets changed significantly. However, as organizers appear to view their recommendations as universally applicable across industry, this seems not to matter.

## Municipal Tax Impacts

One of the ongoing areas of tension between organizers and RMA was a lack of evidence on the extent to which property taxes impact operational viability on an individual asset or company basis. While this question was often dismissed by organizers as requiring confidential, proprietary data, RMA viewed this as a deflection and suggested that organizers could absolutely work with companies to compile a set of anonymized data in this area; in RMA's view, if companies want subsidies and other benefits from the MAS process, they should be expected to share information justifying the need. This view was not shared by organizers.

In response to RMA's request for data related to the impacts of property taxes on mature assets and the companies that operate them, organizers requested that Alberta Municipal Affairs present an overview of their view of the relationship between mature assets and property taxes during the second working group meeting in October 2024. In that presentation, Municipal Affairs provided an estimate that the average shallow gas well (which Municipal Affairs used as an equivalent to a mature asset) was charged just over \$1,000 per year in property taxes. This cost included both linear and M&E property. While this was a helpful baseline to provide a sense of the impacts of property taxes on a per-well basis, it seemed to be ignored by MAS organizers, who regularly referenced much higher amounts during the engagement process, with no supporting data or evidence. This is reflected in the MAS final report, which states that on producing mature wells, municipal taxes average **\$2,500**, a massive increase compared to the Municipal Affairs estimate.

Because the estimate provided by Municipal Affairs and the seemingly random amounts referenced by MAS organizers (and ultimately included in the final report) differed so significantly, RMA undertook their own research and analysis utilizing a combination of AER well data and actual tax and assessment information provided directly by RMA members. To conduct the analysis, RMA reached out to 34 member municipalities based on the original list of municipalities in the "mature asset zone" shared by MAS organizers at the October working group meeting. Twenty municipalities provided data. This analysis was based on the use of AER well/surface hole data and municipal assessment information on wells for the year 2023 provided by the 20 responding municipalities.

Municipal non-residential mill rates were collected from municipal bylaws, which were then divided by 1000 to be expressed as tax rates. Assessment values (taxable) were then multiplied by the calculated tax rates to determine property taxes for each oil and gas well asset in the dataset. Wells without assessment information or assessment values of 0 were removed from the analysis. Total municipal tax amounts were obtained from the provincial government's Open Data portal, compiled by Municipal Affairs. This work resulted in a dataset consisting of 89,832 wells across the 20 municipalities. The analysis produced the following high-level results:

- ♦ The average property tax on oil and gas wells across all sampled municipalities is \$676.22
- ♦ 76% of wells pay less than \$500 in property taxes

What this shows is that three different entities have produced three significantly different tax impacts on a per-well basis. RMA's methodology was rigorous and labour intensive, based on detailed well-specific data from the AER and individual municipalities. Municipal Affairs' methodology was less rigorous, relying on a sample wellsite and mill rate. Finally, MAS organizers appeared to have no data at all, or at least none provided to stakeholders. Not only is the lack of data and methodology concerning and reflective of the broader weakness of the MAS process, but the extremely high per-well tax amount significantly impacts the perceived impact of municipal taxes on mature asset operating expenses. Page 18 of the MAS final report includes the following table:

Fee/Levy	Total	% of industry total
Surface leases	\$686 million	83.8%
Municipal taxes	<b>\$259 million</b>	<b>16.2%</b>
AER fees	\$54 million	24.7%
OWA fees	\$68 million	50.7%
Total	<b>\$1,066 million</b>	

The document states that “municipal taxes average \$2,500 on producing wells, decline on suspended wells, and disappear once the asset is decommissioned. This does not include taxes on facilities and pipelines which will increase this figure significantly.” As mentioned, there appears to be no data supporting this amount or the comment that including facilities and pipelines will further increase the amount. This is especially confusing as Municipal Affairs’ estimate of roughly \$1,000 per well appeared to include both linear and M&E property. To understand the impacts of the \$2,500 assumption, the tables below recreate the original table using the Municipal Affairs and RMA figure, based on the assumption that \$259 million / \$2500 = 103,600 marginal, but producing wells. It should be noted that page 19 of the MAS lists 94,805 marginal wells in municipalities with over 2,000 total mature assets, and a note on that page indicates that this accounts for “84% of the marginal wells.” This would suggest that there are a total of 112,500 marginal wells in the province, which does not align with the implied amount based on the figures on page 18. However, the analysis below assumes a total marginal amount of 103,600 to be consistent with the table on page 18. Regardless of the exact correct amount, it is somewhat comparable to the 89,832 wells included in RMA’s survey of 20 municipalities.

#### **Municipal Affairs Per Well Tax Amount (\$1,028.30)**

Fee/Levy	Total	% of industry total
Surface leases	\$686 million	83.8%
Municipal taxes	<b>\$107 million</b>	<b>6.7%</b>
AER fees	\$54 million	24.7%
OWA fees	\$68 million	50.7%
Total	<b>\$835 million</b>	

#### **RMA Per Well Tax Amount (\$676.22)**

Fee/Levy	Total	% of industry total
Surface leases	\$686 million	83.8%
Municipal taxes	<b>\$70 million</b>	<b>4.4%</b>
AER fees	\$54 million	24.7%
OWA fees	\$68 million	50.7%
Total	<b>\$798 million</b>	

This comparison shows that the unsubstantiated claim of \$2,500 in taxes per well has multiple and significant impacts. It suggests that municipalities collect well over \$100 million per year in taxes from mature wells than the data developed by Municipal Affairs and RMA. In an engagement context in which municipal taxes were targeted as unreasonably high and a barrier to industry viability, this bloated estimate could have major consequences in driving future government policy decisions. It also overstates the portion of taxes paid by the industry as a whole that is shouldered by mature assets. This is very consequential in relation to references made later in the report related to the apparent need for tax rates to be harmonized, and the assessment of mature assets to be tied to their level of production. These are discussed further below but both would cause major challenges for municipalities and other taxpayers, and both are justified in part by the supposed disproportionate tax burden placed on mature assets, an assumption that is extremely reliant on this unsubstantiated \$2,500 per-well tax bill.

## Defining Success

On a project as large and potentially impactful as the MAS, building a common understanding of intended outcomes and defining success through multiple lenses is crucial to developing recommendations that are effective in meeting outcomes and are well understood, even if not necessarily agreed upon, by all stakeholders.

Page 16 of the MAS final report includes a list of 11 goals that the report authors state will “maximize value, manage risk, and ensure the long-term viability of Alberta’s energy sector.” While many of the goals make sense and if achieved, would surely contribute to a stronger industry and more profitable mature asset base, there is little to no linkages between the goals and various recommendations made throughout the report. This lack of connection reflects a broader avoidance on the part of organizers in using the engagement process to define common markers of success, as the list in the final report, as well as an initial list provided to stakeholders prior to the final round of working group engagement sessions in November, were in no way based on focused discussion among stakeholders directly involved in the engagement, or any broader outreach to the public or non-involved groups, such as the environmental sector.

Likely as a result of the lack of discussion on defining success, most of the goals in the report are heavily focused on changes to broadly benefit industry, with no consideration of risks or impacts on other stakeholders. RMA and members have long championed the oil and gas industry, but defining success through such a narrow lens is bound to lead to unintended impacts.

Aside from the general lack of collective goal development, RMA is specifically disappointed that MAS organizers did not view a regulatory environment in which industry is ultimately held accountable for their regulatory and liability responsibilities as worthy of a standalone goal. Many of the goals reference processes to shift, reduce, or lessen these responsibilities. While in some cases there may be merit or logic to doing so, without an underlying goal that recognizes that asset owners are ultimately responsible for regulatory and liability responsibilities both during the project lifecycle and at end of life, many of the goals read simply as plans to reduce industry costs and accountability.

RMA is also disappointed by the final goal (“restore public confidence”). This should be absolutely crucial to the entire process and should be the standard of success against which all other goals and recommendations are measured. Instead, it is added as a final goal, with no detail aside from a reference to industry and the province “doing better.”

## Property Taxes and Mature Assets

The MAS report does not recommend significant changes to how mature assets are assessed or taxed. From RMA’s perspective, this is a positive outcome and reflects the aggressive advocacy and education undertaken by RMA during the process, primarily directed at MAS organizers. Despite this, the final report includes several references to problematic elements of property assessment and taxation model, often framed as ideas to be considered in the future. This suggests that RMA’s efforts did not necessarily correct the assumptions of organizers, but rather a strategic decision was made to “plant the seed” for major changes in the future without including them as overt recommendations.

The table below provides RMA’s detailed rebuttal to inaccurate or unfounded statements made in the report related to property taxes:

Section and page number	Excerpt	RMA feedback
Message from Chair, p. 5	<p>“The trust has been broken” between the province, industry, landowners, and municipalities. For decades, the partnership in resource development between the public (as owners of most subsurface resources) and private landowners (providing surface access enforced by law) was underpinned by mutual benefit and respect. In the 21st century, however, resource wealth has been taken for granted, individual rights now rival or surpass the so-called “greater good,” and mature assets operated by underfunded licensees have made fixed costs like surface lease payments and property taxes material to sustaining operations. These shifts demand attention and solutions.</p>	<ul style="list-style-type: none"> <li>Property taxes as “fixed costs” is incorrect. The fact that rural municipalities are owed over \$250 million in unpaid taxes shows that some companies treat payment of taxes as optional.</li> <li>The link between property taxes and operational sustainability was not substantiated in MAS process. It is still unclear as to what portion of total industry expenses are driven by property taxes, and what a “reasonable” portion would be. Property taxes are of course a cost for all residential and non-residential property owners, but it is still unclear how they are “material to sustaining operations.”</li> <li>The language used implies that it is landowners and municipalities that breached the relationship with industry as “resource wealth has been taken for granted.” This is unsubstantiated and reflects the larger industry-centric view of the entire MAS process.</li> </ul>
4.3 Mature Asset Definition, p. 18	<p>The transition typically occurs as the easily extractable oil and gas are largely recovered, leaving behind more costly-to-extract resources. As production declines, commodity prices and operating costs become more significant drivers of economic viability.</p>	<ul style="list-style-type: none"> <li>From an assessment and tax perspective, there are already mechanisms included in the assessment model (depreciation) and current government policy decisions (35% decrease in assessment on shallow gas wells) that reduce assessment in a way that is linked to production.</li> </ul>
4.3 Mature Asset Definition, p. 18	<p>Municipal taxes average \$2,500 on producing wells, decline on suspended wells, and disappear once the asset is decommissioned. (footnote)</p>	<ul style="list-style-type: none"> <li>As explained earlier in this document, \$2,500 was not substantiated during the engagement process and differs significantly from amount provided by Municipal Affairs and RMA.</li> <li>This estimate has huge impacts on the overall tax/fee/regulatory cost burden faced by industry,</li> </ul>

		as well as the perception of revenue collected by municipalities.
4.3 Mature Asset Definition, p. 20	Despite this dramatic drop in revenue, fixed and variable costs, aside from limited provincial property tax relief, have remained largely unchanged.	<ul style="list-style-type: none"> <li>• Contradicts other statements describing property taxes as “fixed.”</li> <li>• Unclear on what basis the relief is “limited.”</li> <li>• No explanation of description of the relief or how it impacted various regions or types of assets.</li> <li>• RMA assumes this refers to the current government policy that reduces assessment on shallow gas wells by 35%.</li> </ul>
4.3 Mature Asset Definition, p. 23	While several hundred million dollars in unpaid municipal taxes over the past four years has made headlines, in 2022 alone the total municipal taxation levied on oil and gas assets in Alberta was \$1.6 billion.	<ul style="list-style-type: none"> <li>• Reflects a lack of understanding of municipal budgeting and the importance of property taxes as a municipal revenue source.</li> <li>• Suggests that companies are justified in not meeting tax or other regulatory cost requirements as long as “most of them” are paid.</li> <li>• Consider this logic applied to income taxes, residential property taxes, or credit card bills. Partial payment is not an option, so why is it justified or excused for a single industry sector?</li> </ul>
4.3 Mature Asset Definition, p. 23	Today, oil sands royalties help sustain provincial public services and keep taxes low, because, in part, of decades of financial incentives provided by both provincial and federal governments that supported sector development. Today, these same incentives are classified as “subsidies” by some critics.	<ul style="list-style-type: none"> <li>• It is unclear how references to sector development incentives are relevant to <b>mature</b> assets which, by the report’s own description, are primarily marginal and experiencing decline.</li> <li>• RMA has repeatedly identified and criticized numerous government subsidies provided to the industry through reductions in municipal taxation. Examples exist both in relation to encouraging new drilling, and in keeping lower producing assets viable.</li> <li>• Examples including the elimination of the Well Drilling Equipment Tax, the 35% assessment reduction on shallow gas wells, the three-year assessment holiday on newly drilled wells, and years of government inaction on addressing non-payment of property taxes.</li> <li>• While not all of these are directly relevant to the MAS either, they are all examples of subsidies, which are commonly defined as “a benefit given to an individual, business, or institution, usually by the government.”</li> </ul>



		<ul style="list-style-type: none"> <li>RMA's <a href="#">Below the Drill campaign</a> breaks down these subsidies and their impacts on municipalities in detail.</li> </ul>
5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 36	Whether or not an asset is producing, roads must be maintained until the asset is fully reclaimed.	<ul style="list-style-type: none"> <li>This statement misunderstands and oversimplifies the purpose of property taxes and municipal service delivery.</li> <li>Taxes paid on any property, whether industrial, commercial, or residential, are not linked to the direct infrastructure or service only benefitting that property.</li> <li>Property taxes contribute to public infrastructure and services broadly, including those directly used by a specific property owner and those used by other property owners or providing a greater public good.</li> <li>The concept that a road would no longer be maintained if an asset located on it is decommissioned is more reflective of a user fee.</li> <li>Aside from rare cases, municipalities do not close or abandon roads, as most are used by multiple entities. This is part of the municipal challenge in supporting a massive infrastructure network; even as the tax base shrinks, expectations to maintain the same level of service remain.</li> </ul>
5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 26	<p><b>Addressing the impact of fixed costs</b></p> <p>Fixed costs, such as taxes, leases, and AER/OWA/mineral lease fees, are increasingly making marginal production uneconomic, particularly when commodity prices and production volumes are low. These fixed costs create significant financial pressures that impact a producer's ability to sustain operations, further exacerbated by rising operating costs like carbon taxes, minimum spend requirements, and escalating AER/OWA fees.</p>	<ul style="list-style-type: none"> <li>The claim that costs such as taxes make marginal production uneconomic was completely unsubstantiated throughout the process.</li> <li>No verifiable information was provided showing how taxes and other regulatory costs compare to non-regulatory operating costs, or how they compare as a portion of costs for mature assets in comparison to the broader industry.</li> <li>This statement exemplifies the assumptions built into the MAS process.</li> </ul>



<p>5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 27</p>	<p><b>Encouraging Consistent Tax Rates to Provide More Certainty</b></p> <p>Municipal taxation rates are not consistent across Alberta or within industries, with agricultural land exempt from assessment changes since 1994. This inconsistency creates disparities in tax burdens, which in turn affects the financial stability of municipalities and complicates the development, production and closure processes for producers operating in different regions with varying tax treatments.</p>	<ul style="list-style-type: none"> <li>• This statement represents a complete misunderstanding of how municipalities function and would undermine municipal autonomy.</li> <li>• Municipal councils set tax rates annually based on the costs they incur to provide services combined with the total assessment base in the municipality, with consideration of the “assessment mix” among different property types. In this process, municipalities typically weigh the pros and cons of adjusting their tax rate with adjusting the level of service they provide.</li> <li>• The fact that tax rates vary across municipal boundaries reflects a combination of local autonomy in setting service levels and the reality that municipalities with lower assessment bases and/or unique challenges in delivering services may require a higher tax rate.</li> <li>• While consistent (and presumably low) tax rates may reduce industry costs, they would likely result in many municipalities either reducing service levels, being forced to shift more of the cost burden to other taxpayers through changes to residential tax rates, or in some cases, face viability risks.</li> <li>• The inclusion of this statement in the final report, after RMA aggressively and repeatedly advocated against it during the engagement process, shows that an appetite among some to alter the property tax system as an additional cost reduction for industry continues to exist, even if it was not included as a specific recommendation.</li> </ul>
<p>5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 27</p>	<p><b>Addressing Non-Payment of Municipal Taxes</b></p> <ul style="list-style-type: none"> <li>• Collaborate with the RMA and municipalities to establish a rapid and transparent process for addressing late or non-payment of municipal taxes. The process will involve: Municipalities notifying</li> </ul>	<ul style="list-style-type: none"> <li>• While RMA appreciates recognition from MAS organizers that unpaid taxes should be addressed, this specific recommendation re-states the unpaid tax reporting process already in place.</li> <li>• The current challenge lies in a lack of action on the part of the AER in using unpaid tax data to drive regulatory action or even as a component of assessing a company’s risk.</li> </ul>

	<p>Ministry of Municipal Affairs (MA) of non-payment cases.</p> <ul style="list-style-type: none"> <li>• MA verifying the issue and notifying the AER.</li> <li>• The AER promptly contacting the non-paying licensee and informing them of potential enforcement measures should the situation remain unresolved.</li> </ul>	<ul style="list-style-type: none"> <li>• RMA learned during the MAS process that the AER does not currently have a formalized or consistent process for how they utilize unpaid tax information provided to them, despite having the authority to use it to inform their regulatory and compliance duties through several AER directives.</li> <li>• With this in mind, a recommendation should have been developed focusing on the AER's specific role in addressing unpaid taxes.</li> </ul>
5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 39	A proactive dialogue beyond the formal assessment review process to strengthen the historically beneficial relationship between landowners and the energy industry.	<ul style="list-style-type: none"> <li>• The current assessment model review process is very specific to reviewing and updating the technical methodology used in the current cost-based regulated assessment model for oil and gas properties, as well as other industrial properties such as railways and telecommunications.</li> <li>• It is unclear how this is in any way related to a broader effort to strengthen the relationship between industry and municipalities.</li> </ul>

# Recommendation Analysis

The weaknesses of the MAS process call all the recommendations into question. Despite participating in three of the six MAS working groups, RMA does not have a good understanding of the expected impacts of any of the recommendations, either for industry, other sectors, or Albertans. It is also unclear how recommendations would be implemented or long-term indicators of effectiveness. While RMA does not see any of the MAS recommendations as serious or credible due to the problematic nature of the MAS process, some have direct municipal or rural impacts and warrant discussion and analysis. Note that even though some recommendations are not addressed below, RMA may have a current position on them or will develop a position in the future.

## Recommendation 1: Addressing Non-Payment of Municipal Taxes

Collaborate with the Rural Municipalities of Alberta (RMA) and municipalities to establish a rapid and transparent process for addressing late or non-payment of municipal taxes.

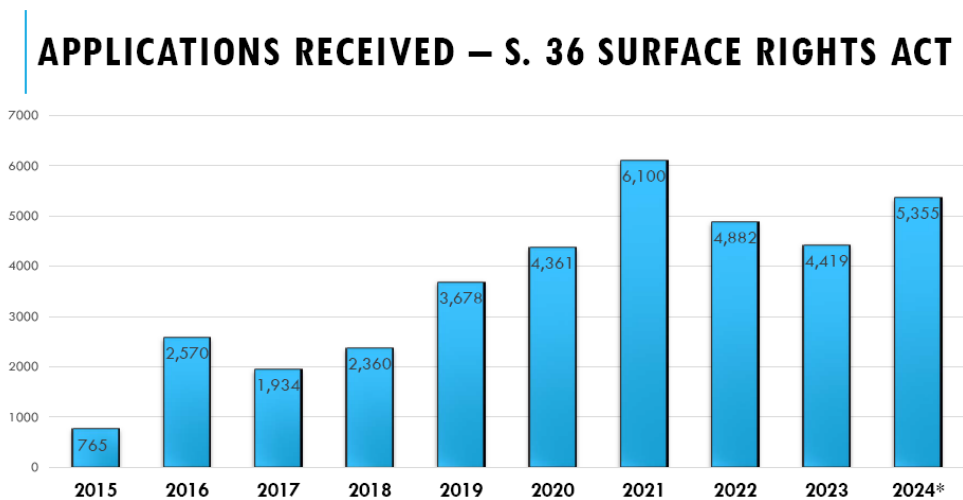
**RMA response/analysis:** While the sentiment of the recommendation is supported by RMA, other comments made in the report that minimize the impact of unpaid taxes and suggest that non-payment is not the fault of industry undermine the sincerity of recommendation 1. Additionally, the explanation of how recommendation 1 would be implemented simply references the process in place currently, which has not been effective due to inaction by the AER in using unpaid taxes to inform their monitoring and enforcement approaches.

## Recommendation 2: Reconstituting the Surface Rights Board

Re-establish a quasi-judicial independent Surface Rights Board (SRB) within the Land and Property Rights Tribunal (LPRT) to address stakeholder concerns, enhance service delivery, educate landowners on their rights, simplify engagement processes, support weed control on oil and gas sites to protect agricultural lands, and maintain cost-efficiency by sharing administrative resources with the LPRT.

**RMA response/analysis:** During the working group 1 engagement process, the LPRT indicated that the number of landowner appeals of non-payment of surface leases by oil and gas companies had increased substantially in recent years. To demonstrate this, they shared the table below:

\* As of November 2024



The purpose of providing this information was to demonstrate that industry practice had significantly shifted in terms of meeting their contractual obligations to pay surface leases, resulting in an increase in landowners seeking recourse through the LPRT.

While this increase in appeals is a source of significant capacity pressures for the LPRT, carving out a separate administrative body (Surface Rights Board) is completely unrelated to addressing the root cause of this increase in cases, which is an emerging strategy by some companies to intentionally pay only a portion of their contractually-obligated surface lease amounts and subsequently “dare” landowners to navigate the cost and time commitment required to seek recovery of the remainder of the lease amount owed to them through the LPRT process. In other words, companies know that many landowners lack the time, resources, or understanding of the system to navigate the LPRT process. Developing a separate Surface Rights Board appears to be, frankly, pointless as this will simply allow the same strategy to continue with the appeal venue shifting from the LPRT to an SRB sub-component.

An effective recommendation would be to amend the *Surface Rights Act* and associated legislation or regulations to prohibit companies from operating that are unable to unwilling to meet their contractual obligations to pay landowners leases for access to their land. These contracts are intended to provide landowners fair compensation for use of their land. They are not intended to be negotiable based on economic conditions or the financial state of a specific company. Shifting the administrative structure of the LPRT will do nothing to address this existing manipulation of surface lease contracts that has apparently become rampant in recent years.

### Recommendation 3: Review AER License Transfer Mechanisms Regarding Closure Liability Funding

Ensure the AER has the legislative authority, effective systems, and oversight in place to actively manage or prevent the transfer of wells, pipelines, facilities, and other infrastructure to a new or existing licensee.

**RMA response/analysis:** While RMA supports an enhancement of AER powers or requirements to monitor and potentially restrict license transfers, the focus at the municipal tax working group was the complete lack of AER actions in using data provided to them on unpaid taxes and surface leases to conduct enforcement through the restriction of asset transfers and other means. For this reason, it is unclear why the recommendation itself focuses on closure liability specifically and not an expectation that the AER take a more active role in monitoring and enforcing company conduct related to other regulatory requirements.

### Recommendation 4: Surface lease non-payment

Partner with landowner groups to establish a more transparent process for addressing late payment, non-payment, and recurring nonpayment of surface lease agreements.

**RMA response/analysis:** Similar to recommendation 1, RMA learned during the MAS that the process proposed in relation to surface lease non-payment in the final report is already in place, with the exception of the AER using the data they receive from the AER to take compliance or enforcement action. While there is absolutely a need to better address surface lease non-payment, the recommendation description does not reflect any action on the actual points of weakness in the current process.

### Recommendation 10: Gas gathering and transmission repurposing working group

Form a working group comprised of the relevant government ministries and key stakeholders to review and scope the potential for repurposing central and southeastern Alberta's gas transmission infrastructure.

**RMA response/analysis:** Recommendation 10 would form a working group to examine opportunities to repurpose gas gathering and transmission infrastructure, presumably to support new investment related to artificial intelligence as well as power generation. While this idea may have merit, RMA is concerned that this "repurposing" could have major impacts on the current regional gas market, including the role of rural gas co-ops. While gas co-ops are listed as potential participants in a future working group, it is notable that they were not involved in the MAS process despite several ideas and discussions (such as that in recommendation 10) that would have a direct impact on their existing franchise rights.

## **Recommendation 11: Regulatory framework for small-scale electricity generation**

Establish a working group of gas stakeholders, the Ministries of Energy and Minerals and Affordability and Utilities, power generators, the Alberta Utilities Commission (AUC), and the Alberta Electric System Operator (AESO) to explore the optimal regulatory framework for encouraging small-scale electricity generation from diverse sources.

**RMA response/analysis:** While not referenced in the short summary above, the more detailed description of recommendation 11 on page 36 of the final report references the need to develop a standardized regulatory policy for small-scale electricity generation.

It is unclear how a standardized policy and regulatory framework can be developed for small-scale electricity generation given the significant differences between types of generation in terms of land-use and environmental impacts, reclamation requirements, and existing regulatory frameworks. RMA provided input during the process that the landowner impacts of using existing wells to support on-site solar microgeneration would be significant and would likely be opposed by many rural landowners. These risks and challenges are not captured in the final report and are reflected in a very oversimplified recommendation for a standardized regulatory framework.

## **Recommendation 14: Enable the expansion of HarvestCo entities**

Enabling legislation should be passed to allow for the existence of a variety of HarvestCo type special purpose entities which can assume the tenure and license of wells and assets that would otherwise be surrendered to the OWA so that the economic value of these assets can be used for closure.

**RMA response/analysis:** RMA is concerned that the "HarvestCo" concept may lead to public funds being used to acquire and operate low-producing assets. While there is a clear preference from many in industry and government to avoid growth in the number of wells under control of the industry-funded Orphan Well Association, RMA is struggling to understand how a HarvestCo would not serve a similar role without the broader industry-funding component. The fact that the proposed working group to "explore the structure and opportunities for HarvestCo" would consist only of industry and government suggests that broader impacts on the public interest will not be adequately considered if this recommendation moves forward.

## **Recommendation 17: Examine the creation of a long-term liability indemnity fund for closed assets post reclamation certificate**

Establish a dedicated, industry-funded capital pool to replace licensees as long-term guarantors of environmental liabilities, ensuring greater confidence and security for surface rights holders post-reclamation certificate.

**RMA response/analysis:** While the concept of creating an industry-wide, long-term liability funding pool may have merit, it is unclear if and how this will impact the accountability of the licensee at the time reclamation is required. Additionally, given the resistance from industry on shifting orphan assets into the industry-funded OWA, it is doubtful that an additional industry-funded liability management pool will be well-received by industry, which may lead to inadequate funding requirements.

## **Recommendation 20: Mandate regulator engagement with the joint industry closure initiative process**

Concurrent with the research and recommendations of a joint industry closure initiative developed by industry with participation by key regulatory stakeholders including the AER and regulatory elements of the Minister of Environment and Protected Areas, (Recommendation 12), it is recommended that government mandate that regulatory stakeholders consider implementation of any Industry Recommended Practices (IRPs) developed by the initiative. This would include making any legislative or regulatory changes required to give effect to this engagement.

**RMA response/analysis:** It is disappointing that MAS organizers developed a recommendation to **mandate** the AER to accept joint industry closure initiatives, but resisted developing similarly strong regulations related to AER's use of unpaid tax or surface lease data to assess company risk or determine compliance and enforcement actions. While there may be benefits to joint industry closure approaches, this was not discussed in detail at any working groups in which RMA participated.

## Conclusion and Next Steps

Despite RMA's frustration with the MAS process and lack of confidence in the final recommendations, a multi-stakeholder initiative to balance industry viability and responsible closure of assets with municipal, landowner, environmental, and public interest considerations is an idea with considerable merit. During the MAS process, RMA provided several recommendations to organizers, including the following:

- ♦ Re-start process with a focus on developing a common definition and list of mature assets
- ♦ Re-start the process with a set of foundational data that addresses all areas of mature asset operations, and a clear, properly supported engagement plan
- ♦ Refocus the MAS process on high-impact factors

Undertaking a new approach guided by these recommendations could result in very different outcomes and recommendations. RMA would be pleased to participate in a properly scoped, structured, and researched process with true collaboration between government, industry, municipalities, and other impacted sectors.

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**FI 004 RESERVE POLICY v4**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Policy FI 004 Reserves as presented.

### **DETAILS**

Background: At the County of Vermilion Policy and Priorities Committee Meeting 20 June 2024 it was requested by Council to review this policy in sections at future Policy and Priorities Committee Meetings. This Policy was last reviewed in September 2006. The Policy was brought to Council in sections from September 2024 to April 2025.

Discussion:

**Reserve not dealt with in prior meetings:**

Operating Reserve – Economic development

Operating Reserve – Water Well

Moving the Operating Reserve – Regional Water to the Capital Reserve section for assistance for future Capital request for maintenance or upgrades.

CVR – Town Agreement combined with Capital Maintenance Plan – Paved Roads as this reserve was set up for road maintenance close to the Town of Vermilion

Regional Water Study combined with Operating Reserve – Regional Water as it created for part of the Regional Water project.



**Additional changes:**

- 1) Ensure funding format is consist throughout the policy.
- 2) Any additions or changes marked in red.
- 3) Added the word surplus to year end transfers.
- 4) Changed the name of Mill Rate Stabilization Reserve/Contingency Reserve to Contingency Reserve.
- 5) Added Annual Supplementary Taxes as a funding source for Contingency Reserve.
- 6) Deleted the 20 per cent of annual surplus wording and added year end surplus transfer for Contingency Reserve.
- 7) Deleted part of the application in the Contingency Reserve.
- 8) Removed the word Municipal from Municipal Technology Reserve.
- 9) Removed maximum amount for Municipal Technology Reserve.
- 10) Added Year end Surplus transfer to Planning Operational Reserve.
- 11) Removed maximum amount for Community Services Reserve and set minimum to \$700,000.00.
- 12) Remove Maximum amount for Administration Capital Reserve – Equipment
- 13) Remove interest bearing from Administration Capital Reserve – Equipment and Administration Capital Reserve – Building Renovation.

**Summary of Feedback from previous meeting:**

15 April 2025

- 1) Don't combine the Hamlet Reserve Capital Section into one Reserve until after we have completed the Hamlet Assessments. Kept with the same thought of keeping the reserve for Roads

15 October 2024

- 1) Keep the Operating Reserve – East Central Health separate from Restricted Operating Reserve – Aged & Handicap. Have both reserve as restricted and non-interest bearing. Aged & Handicap Reserve is currently not planned to be funded. Health Initiative Reserve to be funded annually via general tax levy.

17 September 2024

- 1) Keep the Operating Reserve – Recreation (Kitscoty) separate from the Operational Reserve – Community Services Reserve

**Related to Policy FI 004 Reserve Policy:**

**Rescind:**

- 1) FI 007 – Tax Stabilization Reserve – This reserve is now combined with Contingency, purpose is defined in this policy FI 004 Reserve Policy
- 2) FI 009 – Revenue from County Buildings – All County owned Buildings are leased out and revenue is accounted for in Planning and Community Services Budget.
- 3) FI 011 – Cash in Lieu of School Reserve – This is now covered under Planning and Community Services Policy PD 012
- 4) FI 013 – Fire Surplus Funds – These reserves are now combined; purpose is defined in this Policy FI 004 Reserve Policy.

**Motion:**

- 1) RFD to show movement of funds to combined reserves.

**15 April 2025**

**Discussion:**

- 1) As per the recommendation by auditors that we consolidate our reserves.
- 2) Not setting minimum or maximum amounts under Capital Reserves so that we are not restricted in Capital Plans.
- 3) Currently individual Hamlets or Multi-lots do not have enough funds in their respective reserves to fund any deficiency alone. By combining reserves and contributions going forward multi-year plans can be funded from a collective reserve. Therefore, Policy AD 005 Hamlet Management can be rescinded, and mill rates can be combined.

**Gas:**

- No changes

**Public Works – Capital:**

- Combine the Hamlet reserve (extra mill rate) into one for the purpose of maintaining hamlets infrastructure.
- Reserve (extra mill rate) for Multi lots for the purpose of maintaining Multi lot infrastructure.

- Provide a more defined purpose for existing road (Capital Maintenance – Plan Paved Roads) and new roads (Road Construction)
- Combine Vehicles Water and Sewer with Public Works equipment reserve.
- Combine Hamlet and Water and Sewer reserves to Hamlet Utility for the purpose of maintaining water, sewer and storm drainage infrastructure for all the hamlets.
- Drainage reserve to service Multi lots, the County's Industrial areas, including Kams and other areas of the County.
- Create a new Reserve for Gravel – Capital to start funding future land purchases for gravel. This can be funded from the \$100,000.00 we currently allocate for gravel exploration if it is not used in the current year.
- Rename the Waste Management reserve to Waste for the purpose of purchasing land should it be required for landfill.

#### **15 October 2024**

##### Discussion:

- 4) As per the recommendation by auditors that we consolidate our reserves.
- 5) Not setting minimum or maximum amounts under Capital Reserves so that we are not restricted in Capital Plans.
- 6) The current Budget for 2025 does not consider any proposed increases to Reserves.

##### **Council:**

- Legislative Reserve no changes just keeping with what we have in budget for election cost.
- Mill Rate Stabilization Reserve combined with Contingency reserve.
  - First option of funding would be from County's year end surplus before department can allocate their surplus.
  - Another option would be to fund at budget time.
  - Do we want to set a maximum?
- Combined the East Central Health and Aged & Handicap Reserve
  - The Aged & Handicap Reserve was set up in 1996 when an unused portion of a grant was transferred to the reserve. It was then used for Senior Flags which has not been used since 2008.
  - Senior Flags are now funded through FCSS.

- East Central Health reserve was set up from sale of land by Dr Cook in Lloydminster in 2009.
- Donation to the Lloydminster Regional Health Foundation has been coming out of this reserve.
- This reserve could also be used for funding of future capital projects by Health Facilities.

**Public Works – Operational:**

- Public Works repurposed to Public Works Fleet & Seasonal Maintenance. This is to cover any service level not identified as a specific operational reserve. A Previous Director of Public Works created these additional reserves. Now Administration is just identifying a purpose for these reserves.
- Combining Gravel Reclamation with Gravel. A liability has already been set up for reclamation of gravel pits. Should there be a short fall or overage that cannot be accommodated by our annual gravel budget, this reserve could be used.

**17 September 2024**

Discussion:

- 1) As per the recommendation by auditors that we consolidate our reserves.
- 2) Should the County set minimum or maximum amount for operational Reserves?
  - a. If we set minimum amount that it be defined as “the least of money to be kept in the reserve” rather than implied of “the lowest amount the reserve can ever be at” therefore not being able to use the funds in an operational emergency.
- 3) Not setting minimum or maximum amounts under Capital Reserves so that we are not restricted in Capital Plans.
- 4) The current Budget for 2025 does not consider any proposed increases to Reserves.

**Department of Protective Services:**

Operational Reserves:

- Combine Small Equipment and Vehicles /R&M – Fire Reserves
  - Maintain the \$220,000.00 reserve level and replenish as required.
- Keep Vermilion Fire Reserve as per the current existing agreement.
- Emergency and Disaster reserve set up toward supporting cash flow should the County have an Emergency Disaster happen.

Capital Reserve:

- Allow for Enforcement reserve to be set up for any operational and capital purchases. Replacing County Director Truck is currently planned in this reserve and not under the Fire Capital Reserve.
- No plans to use Enforcement reserve for operational expense.

**Department of Planning and Community Services:**

Operational Reserves:

- Park Trust and School Reserves are restricted per the MGA, hence following MGA requirements.
- Combine Development General and Projects Reserves as Planning Reserve for future unforeseen operational expenses and projects.
- Combine Community Services (Land, FCSS and Cemetery) with Recreational General and Kitscoty Recreation Reserve. By putting all Community Services Reserves together will be able to establish one levy to fund Community Services for the County. This will enable the Administration to withdraw expenses from the reserve and prevent the spikes on Recreation Levy to rate payers. There is a contribution of \$297,000.00 for land, should Blackfoot lots sell. Currently that money is marked for the Community Services Reserve, however we are currently confirming if that is the correct placement of the contributions. The Kitscoty Recreational Reserve was funded from general recreation hence can be combined with general reserve.

**Department of Agriculture and Environment:**

Operational Reserves:

- Combine Agriculture and Environment reserves.

Capital Reserves:

- Rat Reserve will be depleted in 2024 and merged as part of Agriculture equipment purchases.

Relevant Policy/Legislation Practices: FI 007; FI 009; FI 011; FI 013; MGA



Desired Outcome (s): THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Policy FI 004 as presented.

Response Options: THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Policy FI 004 as presented.

## IMPLICATIONS OF RECOMMENDATION

Organizational: Future sustainability of the County of Vermilion River

Financial: Future sustainability of the County of Vermilion River

Communication Required: N/A

Implementation: Future sustainability of the County of Vermilion River

## ATTACHMENTS

FI 004 Reserve Policy - Draft

FI 004 Reserve Policy – Original

Reserve Spreadsheet – Short version

FI 007 Tax Stabilization Reserve – Rescind

FI 009 Revenue from County Buildings – Rescind

FI 011 Cash in Lieu of School Reserve – Rescind

FI 013 Fire Surplus Funds - Rescind

PREPARED BY: Natasha Wobeser

DATE: 14 May 2025

<b>POLICY #:</b>	<b>FI 004</b>	<b>POLICY TITLE:</b>	<b>RESERVE POLICY</b>
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<b>APPROVAL DATE AND MOTION:</b>	13 December 1995 (???)	<b>CROSS-REFERENCE:</b>	
<b>RESPONSIBILITY:</b>	Finance Manger, Corporate Services	<b>APPENDICES:</b>	Schedule A – Operating Reserves  Schedule B – Restricted Operating Reserves  Schedule C – Capital Reserves
<b>APPROVER:</b>	Council	<b>EFFECTIVE DATE:</b>	
<b>REVISION DATE(S)/ MOTION #</b>	24-04-01; 32-11-01; 64-02-02; 38-04-03; 13-03-04; 15-04-04 (April 2004); 74-09-06 (26 September 2006)	<b>NEXT REVIEW DATE:</b>	May 2028

## 1. DEFINITIONS

- 1.a. **Capital Reserves** – Reserves established to fund improvements, replacement and or construction of the County's capital infrastructure.
- 1.b. **Council** – The seven (7) elected officials for the County of Vermilion River in the Province of Alberta.
- 1.c. **County** – The Municipality of the County of Vermilion River in the Province of Alberta.
- 1.d. **Interest Bearing** – Reserve receives interest at an average rate received by the County on balance held in trust.
- 1.e. **MGA** – Municipal Government Act, RSA 200, c M 26
- 1.f. **Operating Reserves** – Reserves established to fund emergent, unplanned, and unbudgeted expenditures of an operational nature that could not be foreseen at the time of budgeting.

- 1.g. **PIR** – refers to Alberta Workers' Compensation Board's Partnerships in Injury Reduction rebate.
- 1.h. **PPE** – Personal Protective Equipment
- 1.i. **Rate Payer** – Landowners and other stakeholders who pay property taxes within the County of Vermilion River.
- 1.j. **Residence** – Landowners and occupants of residences in the County.
- 1.k. **Restricted Reserve** – Reserves used for specific purposes directed by Council and the MGA.
- 1.l. **WCB** – refers to Alberta Workers Compensation Board.

## 2. POLICY STATEMENT

- 2.a. Establishing reserve funds to ensure the long-term financial stability of the County of Vermilion River.

## 3. OBJECTIVE

- 3.a. That the County is sustainable with its long-term capital infrastructure plans.
- 3.b. That the County maintains "healthy" financial assets to ensure maintenance of its capital infrastructure.
- 3.c. That the County positions itself to respond to varying economic conditions and changes affecting the County's financial position.
- 3.d. Ensure the County can continuously carry out its responsibilities to rate payers.

## 4. GUIDING PRINCIPLES

- 4.a. Transfers in and out of reserves must be approved by a Council motion. This is accomplished by annual budget and additional Council motions during the year.
- 4.b. Budget annually for capital reserve to repair, replace or build the County's Infrastructure.
- 4.c. Allow for any unused budget expenditure to be allocated at year end to reserves at the discretion of the Chief Administration Officer and approved by Council once Audited Financial Statement are approved.



- 4.d. Investments added together with current receivable less current liabilities must be equal to or greater than the total of all the reserves at the end of each financial year.
- 4.e. Reserves will be maintained as per Schedules A, B and C.

## 5. ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE(S) OF PERSON RESPONSIBLE
<b>HANDLING INQUIRIES</b>	Director of Corporate Services and/or Finance Manager
<b>MONITORING REVIEWS AND REVISIONS</b>	Department Head with Corporate Services
<b>IMPLEMENTING POLICY</b>	Director of Corporate Services
<b>COMMUNICATING POLICY</b>	Chief Administrative Officer
<b>INTERNAL STAKEHOLDERS</b>	Department Heads
<b>EXTERNAL STAKEHOLDERS</b>	County of Vermilion River's Ratepayer

## 6. POLICY EVALUATION

- 6.a. Review reserve balances with capital and operations budget annually.

## Schedule – A Schedule of Operational Reserves

### 11 – Legislation

NAME	Legislative Operational Reserve (Leg 1)
Purpose	To equalize election expenses over the four-year election term.
Funding Source	1) General tax levy via annual budget. <del>Funding for this reserve is provided by general tax levy via annual budget contribution.</del>
Application	These funds must be used for legislative functions as identified by the Council and CAO.

### 12 – Corporate Services

NAME	<del>Mill Rate Stabilization</del> /- Contingency Reserve (CS 1)
Purpose	To use as a stabilizing factor for uniform tax increases year after year, and fund any unforeseen expenses during the year.
Funding Source	1) General tax levy via annual budget 2) <del>Annual Supplementary Taxes</del> 3) <del>Year end surplus transfers</del> <del>Funding for this reserve is provided by general tax levy via annual budget contribution.</del> <del>20% of any annual municipal surplus after accounting for work in progress or other committed allocations</del>
Reserve Level	The average targeted reserve balance for this reserve could be <b>\$2,000,000</b> . There is <b>\$250,000</b> minimum amount of this reserve.
Application	These funds can be used to reduce overall tax levy to offset temporary spike in expense or loss of assessment. <del>Only 1/3 of the balance for this reserve can be used for any given year as a mill rate stabilization.</del>

<b>NAME</b>	<b>Corporate Services Operational Reserve – <del>Municipal</del> Technology (CS 2)</b>
<b>Purpose</b>	To equalize and offset periodic cost of maps, aerial photos, computers, software, ortho-correcting and other technical expenses that are not covered by regular year budget. Printers servers, Smartboard, Electronic Locks,
<b>Funding Source</b>	1) General tax levy via annual budget <del>Funding for this reserve is provided by general tax levy via annual budget contribution.</del>
<b>Reserve Level</b>	<del>The maximum amount of this reserve is \$ 500,000</del> There is <b>\$250,000</b> minimum amount of this reserve.
<b>Application</b>	These funds must be used for any information Technology and equipment area.

<b>NAME</b>	<b>Corporate Services Operational Reserve – Economic Dev (CS 3)</b>
<b>Purpose</b>	To establish funds to finance Economic Development Projects within the County.
<b>Funding Source</b>	1) General tax levy via annual budget contribution. 2) Year end transfers.
<b>Application</b>	Funding may be spent on Economic Development Projects identified by Council and CAO.

## 23 – Fire Services

<b>NAME</b>	<b>Fire Operational Reserve (Fire 1)</b>
<b>Purpose</b>	To fund unplanned small equipment and extra ordinary repairs for the fire department.
<b>Funding Source</b>	1) General tax levy via annual budget contribution 2) Year end <del>surplus</del> transfers.
<b>Application</b>	Funding may be spent in Protective Services operation based on the criteria established by Administration.

NAME	Fire Operational Reserve - Vermilion Fire (Fire 2)
Purpose	Set up through Fire Services Agreement with Town of Vermilion in 2021. To be used for medium and large equipment purchases. Agreement expires in 2025
Funding Source	1) General tax levy via annual budget contribution to reach maximum amount.
Reserve Level	Per Agreement, \$30,000 will be contributed each year to a Max of <b>\$80,000</b> . \$10,000 contribution for medium equipment and \$20,000 contribution for large equipment
Application	Funding may be spent based on agreement.

## 24 – Emergency & Disaster

NAME	Emergency & Disaster Operational Reserve (Emg 1)
Purpose	To establish funds to finance a disaster which may occur within the County's boundaries until Provincial Assistance is received.
Funding Source	3) General tax levy via annual budget contribution. 4) Year end <b>surplus</b> transfers.
Reserve Level	The minimum amount of this reserve is <b>\$250,000</b> .
Application	Funding may be spent in the event of emergency or disaster.

## 31 – Public Works

NAME	Public Works Operational – Fleet & Seasonal Maintenance (PW 1)
Purpose	For extraordinary expenditures that could not be foreseen or predicted at budget time.
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers
Reserve Level	The maximum amount for this reserve is <b>\$2,000,000</b>
Application	Funding may be spent on operational service level of Cold mix, Dust suppression, Fleet repairs and maintenance, Winter maintenance, Mulching, Reclaiming or Milling and any other projects not specifically identified in Reserve Policy.

NAME	Public Works Operational – Bridge Maintenance & Inspections. (PW 2)
Purpose	For extraordinary expenditures that could not be foreseen or predicted at budget time.
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers
Reserve Level	The maximum amount for this reserve is to be capped at the average of 5 years of operational cost.
Application	Funding may be spent on operational projects for Bridge Maintenance and Inspections.

NAME	Public Works Operational Reserve – Hamlets (PW 3)
Purpose	For extraordinary expenditures that could not be foreseen or predicted at budget time.
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfer
Application	Funding may be spent on any operational aspect for Hamlets such as sidewalks, curb, pavement, water and sewer repairs ect.

NAME	Public Works Operational Reserve – Subdivision /Multi lots (PW 4)
Purpose	For extraordinary expenditures that could not be foreseen or predicted at budget time.
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers
Reserve Level	The maximum amount for this reserve is to be capped at the average of 5 years of operational cost.
Application	Funding may be spent on operational aspect of Subdivision/Multi lots such as Roads, Ditching, Culverts and Drainage ect

NAME	Public Works Operational Reserve – Gravel (PW 5)
Purpose	For extraordinary expenditures that could not be foreseen or predicted at budget time.
Funding Source	1) General tax levy via annual budget 2) Year end surplus transfers
Reserve Level	The maximum amount for this reserve is to be capped at the average of 5 years of operational cost.
Application	Funding may be spent on operational aspects for Gravel such as purchasing gravel for roads, additional hauling for County Stockpiles, overage on gravel reclamation, ect.

NAME	Public Works Operational Reserve – Drainage Ditches (PW 6)
Purpose	For extraordinary expenditures that could not be foreseen or predicted at budget time.
Funding Source	1) General tax levy via annual budget 2) Year end surplus transfers
Application	Funding may be spent on operational aspect for Drainage and Ditches

NAME	Public Works Operational Reserve– Kam’s (PW 7)
Purpose	For extraordinary expenditures that could not be foreseen or predicted at budget time.
Background	Set up in 2015 along with the Capital reserve for Stormwater Infrastructure / local Improvement Levy collected annually to be repaid – collected through the utility bills
Funding Source	1) Funding is per By-Law 11-16 and 15-12 collected annual through utility bills.
Reserve Level	The maximum amount of this reserve is <b>\$100,000</b>
Application	Funding may be spent on operational aspect for the Kam’s Industrial area’s Stormwater Management.

<b>NAME</b>	<b>Public Works Operational Reserve – Safety (PW 8)</b>
<b>Purpose</b>	For extraordinary expenditures that could not be foreseen or predicted at budget time.
<b>Funding Source</b>	1) From annual WCB PIR 2) General tax levy via annual budget 3) Year end <b>surplus</b> transfers
<b>Application</b>	Funding may be spent on operational aspect for Safety such as Safety Awards, Restocking of bulk PPE, training, and any other projects for Safety.

<b>NAME</b>	<b>Public Works Operational Reserve – Water Wells (PW 9)</b>
<b>Purpose</b>	For unforeseen Operating expenses and Capital expenditures that could not be foreseen or predicted at budget time.
<b>Funding Source</b>	1) General tax levy via annual budget 2) Year end surplus transfers
<b>Application</b>	Funding may be spent on operational and capital aspect for community water wells within the County

## 61 – Planning

<b>NAME</b>	<b>Planning Operational Reserve – Annexation/Amalgamation (P&amp;CS 1)</b>
<b>Purpose</b>	To account of annexation payments received and / or receivable to be used in future years as annexation and / or Planning related works associated with amalgamations arise.
<b>Funding Source</b>	By means of payments due to the County resulting from Annexation.
<b>Reserve Level</b>	The minimum amount in this reserve is <b>\$100,000</b>  The maximum amount would be dependent on any Annexations that take place. The general taxation portion of the funded program to be returned through the annexation process.
<b>Application</b>	These funds will be expended to fund future operations or Annexation payments.

NAME	Planning Operational Reserve - Off-Site Levy (P&CS 2)
Purpose	To collect levies received from developers under Bylaw – Off-Site Levy, within the specified area detailed in the Bylaw.
Funding Source	By means of development levies received under Bylaw or other Off Site Levy Bylaws established from time to time.
Application	May be expended to fund new or expanded infrastructure with the Off Site Levy area as outlined in Off Site Levy Bylaw(s) approved by Council.
Interest Bearing	Interest Bearing

NAME	Planning Operational Reserve (P&CS 3)
Purpose	For unforeseen annual general operating expenses and to provide a holding area for sub reserves to this operating reserve.
Funding Source	1) General tax levy via annual budget. 2) Year end surplus transfers
Reserve Level	The recommended minimum amount of this reserve is <b>\$500,000</b>
Application	May be expended to fund planning and development unforeseen operating expenses and projects as needed.

## 62 – Agriculture and Environment

NAME	Agriculture and Environment Operational Reserve (Ag 1)
Purpose	For extraordinary expenditures that could not be foreseen or predicted at budget time.
Funding Source	1) General tax levy via annual budget 2) Year end surplus transfers.
Reserve Level	The maximum amount of this reserve is <b>\$ 150,000</b>
Application	Funding may be spent on operational projects meeting the criteria established by Administration.



## 72 – Community Services

NAME	Community Services Reserve (P&CS 4)
<b>Purpose</b>	To provide financial assistance to local organizations and groups to support operating costs associated with the delivery of programs, services and events that promote active, safe, and sustainable communities and improve the quality of life in the County.
<b>Funding Source</b>	1) General tax levy via annual budget
<b>Reserve Level</b>	The minimum amount of this reserve is <del>\$500,000</del> <b>to \$700,000</b>
<b>Application</b>	Funding may be spent on projects meeting the criteria established Policy PD 021 – Community Enhancement Funding Policy.

NAME	Recreation Operational Reserve – Kitscoty (P&CS 5)
<b>Purpose</b>	To provide financial capital assistance to local organizations and groups in the Kitscoty Recreation District. Once this reserve is depleted, it will be removed. Future funding will be allocated from the Community Service Reserve.
<b>Funding Source</b>	Funding for this reserve was previously funded by Council's direction.
<b>Application</b>	Funding may be spent on projects meeting the criteria established Policy PD 021 – Community Enhancement Funding Policy.

## 91 – Gas

NAME	Gas Utility Operational Reserve (Gas 1)
<b>Purpose</b>	To fund operational expenses due to extraordinary, unplanned events that cannot be funded from current year operational budget.
<b>Funding Source</b>	1) General funding by means of an annual budget 2) Year end <b>surplus</b> transfers.
<b>Reserve Level</b>	The minimum amount of this reserve is <b>\$50,000.00</b> The maximum amount of this reserve is 25% of current year operating budget (rounded to nearest million dollar)
<b>Application</b>	Funding may be spent on projects meeting the criteria established by Gas Administration.
<b>Interest Bearing</b>	Interest Bearing.

## **Schedule – B Schedule of Restricted Operating Reserves**

### **12 – Corporate Services**

<b>NAME</b>	<b>Aged &amp; Handicap Reserve - RESTRICTED (CS 4)</b>
<b>Purpose</b>	To support health and wellness of the Seniors by providing support services. Use of this reserve is restricted by Council's motion.
<b>Background</b>	Initial set up in 1996 where unused portion of a conditional grant was transferred to reserve. Purchased Senior Flags In the Past (last used for flags in 2008)
<b>Funding Source</b>	Funding for this reserve was from previous grants. No future funding is currently being provided for.
<b>Application</b>	County Council may authorize use of this reserve based on above mentioned purpose.
<b>Interest Bearing</b>	<del>Interest bearing.</del>

<b>NAME</b>	<b>Health Initiative Reserve (CS 5)</b>
<b>Purpose</b>	To support health and wellness of the County residents by supporting various institutions that operate in this field. Use of this reserve is restricted by Council's motion.
<b>Background</b>	Original Reserve set up with funds from sale of land by the Dr Cook in Lloydminster in 2009. Has been put towards Lloyd Regional Health Foundation, Slim Thorpe, and Vermilion Valley Lodge.
<b>Funding Source</b>	1) General tax levy via annual budget contribution
<b>Application</b>	County council may authorize use of this reserve based on above mentioned purpose.

## 61 – Planning

NAME	Park Trust Municipal Reserve - RESTRICTED (P&CS 6)
<b>Purpose</b>	To develop public space or public recreation areas for Public Use within the County in accordance with Section 571(4) of the Municipal Government Act.
<b>Funding Source</b>	Funds received from developers in lieu of designating lands for municipal reserve as outlined in Section 667 of the MGA and Policy PD 012 – Municipal Reserves Policy.
<b>Reserve Level</b>	The minimum amount of this reserve is <b>\$100,000</b>  The target on this reserve is to maintain a balance that the interest will provide funding those purposes listed under the MGA s.671(2) within the County boundary.
<b>Application</b>	These funds may be expended on creation or enhancement of: <ul style="list-style-type: none"> <li>a) A public park;</li> <li>b) A public recreation area;</li> <li>c) To separate areas of land that are used for different purposes.</li> </ul> In accordance with Section 671(2) of the MGA, as approved by Council. Application requirements and allocations listed in Policy PD 004 – Land Management Policy.
<b>Interest Bearing</b>	Interest bearing

NAME	School Cash in Lieu Municipal Reserve – RESTRICTED (P&CS 7)
<b>Purpose</b>	For school board purposes within the County in accordance with Section 671(4) of the Municipal Government Act.
<b>Funding Source</b>	Funds received from developers in lieu of designating lands for municipal reserve as outlined in Section 667 of the MGA and Policy PD 012 – Municipal Reserves Policy
<b>Reserve Level</b>	The minimum amount of this reserve is <b>\$100,000</b>  The target on this reserve is to maintain a balance that the interest will provide funding those purposes listed under the MGA s.671(2) within the County boundary.
<b>Application</b>	These funds may be expended on creation or enhancement of: <ul style="list-style-type: none"> <li>a) School board purposes</li> </ul> In accordance with Section 671(2) of the MGA, as approved by Council. Application requirements and allocations listed in Policy PD 012 – Municipal Reserves Policy.
<b>Interest Bearing</b>	Interest bearing.

## Schedule – C Schedule of Capital Reserves

### 12 – Corporate Services

NAME	Administration Capital Reserve – Equipment (CS Cap 1)
Purpose	To assist with financial planning to replace, purchase or renovate Municipal and Administration Equipment.
Funding Source	1) General tax levy via annual budget 2) Year end <del>surplus</del> transfers  <del>Funding for this reserve is by means of an annual budget, multi-year capital budget and year end transfers.</del>
Reserve Level	<del>The maximum amount of this reserve is \$1,000,000</del>
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.
Interest Bearing	<del>Interest Bearing.</del>

NAME	Administration Capital Reserve - Building Renovations (CS Cap 2)
Purpose	To assist with financial planning to replace, purchase or renovate Administration building.
Funding Source	1) General tax levy via annual budget 2) Year end <del>surplus</del> transfer  <del>Funding for this reserve is by means of an annual budget, multi-year capital budget and year end transfers.</del>
Reserve Level	<del>The maximum amount of this reserve is \$1,000,000</del>
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.
Interest Bearing	<del>Interest Bearing.</del>

## 21 – Enforcement

NAME	Enforcement Operational and Capital Reserve (Enf Cap 1)
Purpose	To assist with financial planning for Enforcement unforeseen operational and capital purchase
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers.
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

## 23 – Fire

NAME	Fire Capital Reserve – Fire Trucks (Fire Cap 1)
Purpose	To assist with financial planning for Fire Trucks purchase
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers.
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

## 31 – Public Works

NAME	Capital Reserves - Hamlets (PW Cap 1)
Purpose	To assist with financial planning to repairs, replace or build road infrastructure in the Hamlets of the County.
Funding Source	1) Tax Levy as per Policy AD 005 Hamlet Management
List of Hamlets	1) Blackfoot 2) Clandonald 3) Dewberry 4) Islay 5) McLaughlin 6) Rivercourse 7) Streamstown 8) Tulliby Lake
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

NAME	Capital Reserve - Multi Lots (PW Cap 2)
Purpose	To assist with financial planning to repairs, replace or build road infrastructure in the Multi Lots of the County.
Funding Source	1) Annual additional tax levy
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

NAME	Public Works Capital Reserve - All Facilities (PW Cap 3)
Purpose	To assist with financial planning to replace, purchase or renovate County Facilities. To provide a stable, predictable cash flow to fund the Facilities.
Funding Source	1) General tax levy via annual budget from each department 2) Year end surplus transfers
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

NAME	Public Works Capital Reserve - Equipment (PW Cap 4)
Purpose	To assist with financial planning to replace, purchase or build Public Works equipment and vehicles fleet.
Funding Source	1) General tax levy via annual budget 2) Year end surplus transfers
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

NAME	Public Works Capital Reserve – Capital Maintenance Plan – Paved Roads (PW Cap 5)
Purpose	To assist with financial planning to maintain existing paved roads in the County eg overlay, chipseal and micro-surfacing
Funding Source	1) General tax levy via annual budget 2) Year end surplus transfers
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

NAME	Public Works Capital Reserve - Bridges (PW Cap 6)
Purpose	To assist with financial planning to replace, repair or build, if required, the County's Bridges.
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers.
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

NAME	Public Works Capital Reserve – Road Construction (PW Cap 7)
Purpose	To assist with financial planning to construct, reconstruct and pave roads in the County.
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers
Application	Funding may be spent as per multi-year capital plan upon discretion of administration. Once road completed it will be maintained under the Capital Maintenance – Plan Paved Roads.

NAME	Public Works Capital Reserve - Cost Share (PW Cap 8)
Purpose	To assist with financial planning of Industry Cost Share Projects.
Funding Source	1) General tax levy via annual budget, if not used in current year
Application	Funding may be spent upon discretion of administration

NAME	Public Works Capital Reserve - Drainage (PW Cap 9)
Purpose	To assist with financial planning to replace, repair or build capital drainage systems as required in County including Multi lots and Kams.
Funding Source	1) General tax levy via annual budget, if not used in current year 2) Year end <b>surplus</b> transfers
Application	Funding may be spent upon discretion of administration.

NAME	Public Works Capital Reserve - Gravel (PW Cap 10)
<b>Purpose</b>	To assist with financial planning to acquire Gravel Reserves. To obtain a Gravel Reserve Quantities for the long term viability of protecting municipal gravel road network.
<b>Funding Source</b>	1) General tax levy via annual budget, if not used in current year 2) Year end <b>surplus</b> transfers
<b>Application</b>	Funding may be spent as per multi-year capital plan upon discretion of administration.

#### 41 – Water & Sewer

NAME	Public Works Capital Reserve – Hamlet Utilities (PW Cap 11)
<b>Purpose</b>	To assist with financial planning to replace water, sewer and storm drainage infrastructure in the Hamlets of the County.
<b>Funding Source</b>	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers
<b>Application</b>	Funding may be spend as per multi-year capital plan upon discretion of administration.

NAME	Public Works Capital Reserve – Regional Water Infrast (PW Cap 12)
<b>Purpose</b>	To assist with financial planning to replace regional water infrastructure in the County.
<b>Funding Source</b>	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers
<b>Application</b>	Funding may be spent on capital requirements from the Regional Water Board.

#### 43 – Waste

NAME	Public Works Capital Reserve – Waste Management (PW Cap 12)
<b>Purpose</b>	To assist with financial planning to replace, purchase or upgrade Waste Management program.
<b>Funding Source</b>	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers
<b>Application</b>	Funding may be spent as per multi-year capital plan upon discretion of administration.



## 62 – Agriculture and Environment

NAME	Agriculture & Environment Capital Reserve (Ag Cap 1)
Purpose	To assist with financial planning to purchase Agriculture equipment.
Funding Source	1) General tax levy via annual budget 2) Year end <b>surplus</b> transfers.
Application	Funding may be spent as per multi-year capital plan upon discretion of administration.

## 91 – Gas

NAME	Gas Utility Capital Reserve - Equipment (Gas Cap 1)
Purpose	To assist with financial planning to replace, repair or build the Gas Utility Equipment Fleet.
Funding Source	1) Funding via annual budget 2) Year end <b>surplus</b> transfers
Reserve Level	Balance shall be in accordance with approved Capital Equipment Budgets and Asset Management Plan.
Application	Funding may be spent as per multi-year capital plan.
Interest Bearing	Interest Bearing.

NAME	Gas Utility Capital Reserve - Infrastructure (Gas Cap 2)
Purpose	To assist with financial planning of the Gas Utility Capital Infrastructure Construction/Replacement, Innovative Projects, and Environmental Initiatives.
Funding Source	1) Funding via annual budget 2) Year end <b>surplus</b> transfers
Reserve Level	Balance shall be in accordance with approved Multi Year Capital Equipment Budgets and Asset Management Plan.
Application	Funding may be spent as per multi-year capital plan.
Interest Bearing	Interest Bearing.

<b>POLICY NO:</b>	FI 004
<b>POLICY TITLE:</b>	RESERVE POLICY
<b>DEPARTMENT:</b>	FINANCE
<b>APPROVAL DATE:</b>	13-12-95 (December 1995)
<b>REVISION DATE:</b>	24-04-01; 32-11-01; 64-02-02; 38-04-03; 13-03-04;
<b>REVIEW DATE:</b>	15-04-04 (April 2004) ; 74-09-06 (September 26, 2006)

### **Policy Statement:**

The County of Vermilion River No. 24 may, if it so desires, designate funds to a capital or operating reserve for a specific purpose.

### **Purpose:**

To provide guidelines as to limits and conditions under which reserves may be set up and used.

### **Guidelines:**

1. An annual allocation to a capital reserve, to replace equipment, may be included in the budget if a capital plan is in place to justify the allocation. (M.G.A. 243(l) e, (2)h.
2. An annual transfer of any unused budget expenditure will be allocated at year-end if previously authorized by Council.
3. A reserve may be allocated at the year-end, for any purpose specified by Council, as long as it does not cause a deficit.
4. The amount of cash investments added together with current receivables less current liabilities must be equal to or greater than the total of all the reserves at the end of each calendar year.
5. Reserves may be used for interim financing by the municipality prior to collection of the taxes each year.
6. The transfer into or out of reserves must be done by resolution to ensure Council's authorization of the transactions. The Maximum Level of a reserve refers to the level up to which funds may be accessed through departmental budgets (direct taxation). Once a reserve has reached its maximum it can be supplemented through a year- end surplus but not through direct taxation (department budgets).
7. **Hamlet Reserves** – are managed under Policy 005-Hamlet Management
8. **Capital Reserves Purpose:** Used to flatten out expenditure spikes, and to plan for long-range equipment purchase. All capital reserves requirements are to be forecasted for a

minimum of 10 years

9. **Gas - Capital Reserve (Excluding Equipment) Purpose:** used to replace major line repairs. **Funding Sources:** Once the reserve reaches \$5,000,000 only interest from gas investments is added to the reserve to increase its value.
10. **Operational Reserves** – Operational reserves are set up to offset emergent, unplanned, unbudgeted expenditures that could not be foreseen at the time of budgeting. The operational reserve can also be used to purchase consumable supplies that need replenishing periodically, but not on a yearly basis. Operational reserves maybe capped at a certain level and must have a designed purpose. Listing of Operational Reserves, their purpose and Taxation Caps and Restrictions
  - a. **VRRRA – County of Vermilion River #24 Purpose:** to set aside unexpended money that was specifically designated to this committee, under an approved agreement, for their future costs. **Funding Source:** \$.30 per capita charge is collected by the County, as financial manager, for operational and capital projects, any unexpended money is transferred into the reserve at year-end.
  - b. **VRRRA – Inter-jurisdictional Purpose:** to build a fund for the County portion for the 75/25 cost shared Regional Partnership Program / Implementation Grant – Cap for the Provincial Share is \$150,000 + Municipal Share \$50,000 = \$200,000 (other jurisdictions are responsible to reserve their portion toward this grant). **Funding Source:** \$.70 per capita charge per jurisdiction, under an approved agreement, is subject to municipalities and Municipal Affairs approval of projects. Unused funds at the end of 2005 may be allocated to other future projects or be released from this commitment for other municipal uses.
  - c. **Legislative – cap of \$6000 Purpose:** to equalize election expenses over the three-year election term. **Funding Source:** annual budget
  - d. **Technology – cap of \$75,000 Purpose:** used to offset the periodic costs of maps, aerial photos, orthocorrecting and other technical expenses that are not covered by the regular year budget. **Funding Source:** annual budget/year end transfers.
  - e. **Fire – cap \$110,000 Purpose:** to offset spikes in expenditures in three operational areas, 1. Purchase of bunker gear and breathing apparatus above the budgeted levels, 2. extra ordinary repairs and maintenance to fire vehicles, 3. cover unforeseen purchases of contracted services. **Funding Source:** fire and rescue fines
  - f. **Water Well – cap of \$75000 Purpose:** to build and/or replace community water well sites in the future. **Funding Source:** a portion of the token revenue.
  - g. **Agricultural Operating Reserve – Cap \$25,000 Purpose:** for extraordinary expenditures that could not be foreseen or predicted at budget time. **Funding Source:** annual budget.
  - h. **Lea Park Reserve Purpose:** Use for projects at Lea Park that are unanimously agreed upon by all three groups. **Funding Sources:** under agreement with Lea Park Rodeo (Marwayne Ag Society), Jubilee Park (Marwayne Legion) and Lea Park Golf Club.

- i. **CVR/Town of Vermilion Reserve Purpose:** Agreement condition to provide \$25,000 in services, at market rate, for road maintenance, oiling or construction in or around Vermilion during six year period ending December 31, 2008, during which no annexation of the UGG Property would be pursued. **Funding Source:** annual budget; each year any unused portion is put into the reserve and held for future projects.
- j. **Development Operating Reserve - Cap \$50,000 Purpose:** Purpose: for extraordinary expenditures that could not be foreseen or predicted at budget time. **Funding Source:** annual budget
- k. **Development Project Reserve Purpose:** to assist with the county's portion or contribution on an old or existing development. **Funding Source:** year-end transfers.
- l. **Economic Development Reserve Purpose:** used as the County's share of road projects or to purchase land for municipal purposes. **Funding source:** sale of rural County land (Does not include sales from Hamlets).
- m. **Emergency & Disaster - Cap \$50,000 Purpose:** for extraordinary expenditures that could not be foreseen or predicted at budget time. **Funding Source:** annual budget.
- n. **Public Works Operating Reserve - Cap \$550,000 Purpose:** To help offset spikes in the regular operational budgets due to extraordinary expenditures or unforeseen weather condition. **Funding Source:** annual budget/year end transfers
- o. **Gas - Operating Reserve - Cap \$600,000 Purpose:** for extraordinary expenditures that could not be foreseen or predicted at budget time. **Funding Source:** annual budget
- p. **Gas Project Reserve – Purpose:** to assist with the purchase of wells, construction of transportation lines pipelines, compressors, innovative/value added work, initiatives or revenue generating projects. **Funding Source:** annual budget/year end transfers
- q. **Contingency Reserve Purpose:** minimum balance of \$3,000,000 to help offset spikes in the regular operational budgets due to extraordinary expenditures or unforeseen weather condition. **Funding Source:** Accumulated Surplus

County of Vermilion River  
Current Reserves

Current 2025 Balances

Operating Reserve

Department Operational Reserves earmarked for Emergent Items

1	11 - Legislative (OP)	\$	(69,300.00)
2	12 - Operational Reserve - Contingency	\$	(6,051,855.61)
3	12 - Operational Reserve - East Central Health	\$	(112,306.94)
4	12 - Operational Reserve - Mill Rate Stabilization	\$	(502,510.67)
5	12 - Technology Reserve - Muni (OP)	\$	(532,863.90)
6	23 - Operational Reserve - FIRE	\$	(110,000.00)
7	23 - Operational Reserve - Vermilion (New 2021)	\$	(80,000.00)
8	23 - Operational Reserve - Vehicles / R & M - FIRE	\$	(110,000.00)
9	24 - Operational Reserve - Emergency & Disaster	\$	(170,841.96)
10	31 - Operational Reserve - PW	\$	(1,211,896.00)
11	31 - Operational Reserve - Bridge Maint & Insp	\$	(221,030.00)
12	31 - Operational Reserve - Hamlets	\$	(673,524.00)
13	31 - Operational Reserve - Subdivisions/Multilots	\$	(344,615.00)
14	31 - Operational Reserve - Gravel	\$	(421,358.00)
15	31 - Operational Reserve - Gravel Reclamation	\$	(52,000.00)
16	31 - Operational Reserve - Drainage Ditches	\$	(146,100.00)
17	31 - Operational Reserve - Kam's	\$	(94,706.63)
18	31 - Operational Reserve - Safety	\$	(310,009.01)
19	42 - Operational Reserve -Water Well	\$	(64,967.86)
20	61 - Operational Reserve - Development Annexation & Amm	\$	(250,000.00)
21	61 - Operational Reserve - Development Offsite Levy	\$	-
22	61 - Operational Reserve - Development General	\$	(579,301.54)
23	61 - Operational Reserve - Development Projects	\$	(435,463.87)
24	61 - Operational Reserve - Economic Development	\$	(198,775.50)
25	69 - Community Services Reserve (Land/FCSS/Cemetery)	\$	(846,576.32)
26	62 - Operational Reserve - Ag.	\$	(158,190.59)
27	63 - Operational Reserve - Enviro	\$	(61,633.23)
28	63 - Operational Reserve - Regional Water	\$	(696,860.00)
29	63 - Operational Reserve - Wetlands Restor	\$	-
30	72 - Operational Reserve - Recreation	\$	(869,646.50)
31	72 - Operational Reserve - Recreation (Kitscoty)	\$	(49,925.00)
32	91 - Operational Reserve - Gas	\$	(814,249.22)
	<b>Operational Reserves tied to Agreements, Regs, Grants</b>	<b>\$</b>	<b>(16,240,507.35)</b>
33	31 CVR-Town Agreement (Restricted)	\$	(26,725.04)
34	41 - Regional Water Study (Restricted)	\$	(29,372.00)
35	61 - Park Trust (Restricted)	\$	(152,737.74)
36	61 - Park Trust - FI 011 Cash in Lieu of School Reserve (Res	\$	(311,680.47)
37	12 - Aged & Handicap (Restricted)	\$	(65,162.11)
		<b>\$</b>	<b>(585,677.36)</b>

County of Vermilion River  
Anticipated Combined Reserves

Current 2025 Balances

Operating Reserve

Department Operational Reserves earmarked for Emergent Items

1	11 - Operational Reserve - Legislative	\$	(69,300.00)
2	12 - Operational Reserve - Contingency	\$	(6,554,366.28)
3	12 - Operational Reserve - Technology	\$	(532,863.90)
4	12 - Operational Reserve - Economic Development	\$	(198,775.50)
5	23 - Operational Reserve - Fire	\$	(220,000.00)
6	23 - Operational Reserve - Vermilion Fire	\$	(80,000.00)
7	24 - Operational Reserve - Emergency & Disaster	\$	(170,841.96)
8	31 - Operational Reserve - PW Fleet & Seasonal Maintenance	\$	(1,211,896.00)
9	31 - Operational Reserve - Bridge Maint & Inspections	\$	(221,030.00)
10	31 - Operational Reserve - Hamlets	\$	(673,524.00)
11	31 - Operational Reserve - Subdivisions/Multilots	\$	(344,615.00)
12	31 - Operational Reserve - Gravel	\$	(473,358.00)
13	31 - Operational Reserve - Drainage Ditches	\$	(146,100.00)
14	31 - Operational Reserve - Kam's	\$	(94,706.63)
15	31 - Operational Reserve - Safety	\$	(310,009.01)
16	42 - Operational Reserve -Water Well	\$	(64,967.86)
17	61 - Operational Reserve - Planning Annexation & Ammalgai	\$	(250,000.00)
18	61 - Operational Reserve - Development Offsite Levy	\$	-
19	61 - Operational Reserce - Planning	\$	(1,014,765.41)
20	62 - Operational Reserve - Agriculture and Enviroment	\$	(219,823.82)
21	72 - Operational Reserve - Community Services	\$	(1,716,222.82)
22	72 - Opertaional Reserve - Recreation (Kitscoty)	\$	(49,925.00)
23	91 - Operational Reserve - Gas	\$	(814,249.22)
		<b>\$</b>	<b>(15,431,340.41)</b>
24	12 - Aged & Handicap (Restricted)	\$	(65,162.11)
25	12 - Operational Reserve - Health Initiative	\$	(112,306.94)
26	61 - Park Trust Municipal (Restricted)	\$	(152,737.74)
27	61 - School Cash in Lieu (Restricted)	\$	(311,680.47)
		<b>\$</b>	<b>(641,887.26)</b>



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<b>POLICY NO:</b>	FI 007
<b>POLICY TITLE:</b>	TAX STABILIZATION RESERVE
<b>DEPARTMENT:</b>	FINANCE
<b>APPROVAL DATE:</b>	33-11-01 (November 2001)
<b>REVISION DATE:</b>	
<b>REVIEW DATE:</b>	

**Purpose:**

1. Stabilize the Municipal Mill rate
2. Prevent large fluctuations from year to year in the municipal mill rate
3. Cushion assessment categories from extra ordinary events that may cause excessive increases in taxation ( e.g. significant loss of assessment in a particular category)
4. Minimize the effect on ratepayers to tax rate changes
5. Provide a managed approach to changes in tax rates

**Guidelines:**

1. The reserve will be capped at one Mill of the current year's assessment at tax time.
2. Funding for the reserve will come from the increase in assessment from the previous year at tax calculation time.

**Criteria:**

To be utilized when deemed necessary by council.

**Procedure:**

1. Chosen % of the increase in each category of assessment (Residential, Farm & Commercial) will be multiplied by the previous year's tax rate to determine the amount required to be added to the reserve
2. Percentage increase is to be reviewed each April when the new assessment has arrived.

<b>POLICY NO:</b>	FI 009
<b>POLICY TITLE:</b>	REVENUE FROM COUNTY BUILDINGS
<b>DEPARTMENT:</b>	FINANCE
<b>APPROVAL DATE:</b>	05-05-06 (May 2, 2006)
<b>REVISION DATE:</b>	
<b>REVIEW DATE:</b>	

**Policy Statements:**

1. The County of Vermilion River No. 24 will provide the opportunity for ratepayers to access County Buildings if it will help the Sustainability of a Hamlet / Village and / or while assisting them to adhere to County Bylaws.
2. Buildings owned by the County of Vermilion River No. 24 are public owned properties therefore a cost recovery approach should be used when obtaining revenues from the Users of County buildings.

**Background:**

1. Various hamlets have truck routes or parking restrictions for large trucks and yet the county wishes to not unduly interfere with the sustainability of small truck companies.
2. Various county buildings have surplus parking space adjacent to the building with or without electrical plug in ability.
3. Vending machines beside our buildings have provided a local service and funding raising opportunities

**Guidelines:**

Any "User" of a service or county facility will have to sign a letter of understanding (sample attached) accepting the terms of this access including:

1. Revenue and expenditures for individual arrangement will be estimated amounts and shall flow through the same department
2. All parking fees for the year, October to September, shall be paid in advance before access is permitted and shall be non-refundable for any reason
3. Capital / maintenance / administration costs, to install any improvements to facilitate a service to the ratepayers, shall be recovered by:
  - a. charging each user 10% of the initial capital costs / year if there are multiple users
  - b. 100% up front if there is a single user



4. Annual operating costs shall be charged to recover approximately 100% of costs by:
  - a. recovery through hamlet budget or
  - b. formula based on previous years estimated cost plus 5%
5. No loaded / dangerous goods units will be allowed on County properties
6. Contamination of County properties shall not be tolerated and the following action will be taken:
  - a. a large spill will be report to Alberta Environment
  - b. a small incident will require cleanup of the site by the user at their sole expense
  - c. a warning will be issued and should a second incident occur the individual or company who signed the letter of understanding forfeits their right to access county property
7. The County will not be liable for any:
  - a. vandalism to the vehicle, contents or equipment that are on County property, or
  - b. damage due to electrical systems not being functional; including shut off for non-compliance with this policy, or
  - c. towing signage / action that is wanted if an unapproved vehicle is using the parking space assigned to a ratepayer

## LETTER OF UNDERSTANDING

BETWEEN THE County of Vermilion River No. 24 (Owner) and

Full Company or Individual Name/s (the User):

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Contact Person if Different than Above:

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Address:

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(Box / Street – Hamlet / Village – Postal Code)

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Contact Information:

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(Phone Number / Cell Number / email address)

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The User accepts that the annual prepayment of: \$\_\_\_\_\_, for the right to (park / access electricity) at the Owner property at \_\_\_\_\_ is based on acceptance of the following:

1. The prepaid access fee for individual use of a County Building is non-refundable for any reason
2. Hamlet projects shall be brought to hamlet meetings to confirm that the hamlet budget will cover costs
3. **No loaded / dangerous goods units will be allowed on County properties**
4. The County will not be liable for any:
  - a) vandalism to the vehicle, contents or equipment that are parked on County property, or
  - b) damage due to systems not being functional; including if they are shut off for non-compliance with this policy, or
  - c) towing signage / action that is wanted if an unapproved vehicle is using the parking space assigned to a ratepayer
  - d) costs for cleanup of spills on County property

Signature below constitutes acceptance of the above terms.

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Signature / Print Name and Position

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Date

---

Witness Signature / Print Name

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Address

# POLICY # FI-011

## CASH IN LIEU OF SCHOOL RESERVE

DEPARTMENT: ADMINISTRATION

<b>APPROVAL DATE:</b>	12-10-11 (October 11, 2011)
<b>REVISION DATE (s):</b>	2017-05-75 (May 23, 2017)
<b>REVIEW DATE (s):</b>	

### POLICY STATEMENT

In accordance with the *Municipal Government Act*, a subdivision authority may require the owner of a parcel of land that is the subject of a proposed subdivision to provide money in place of a municipal and school reserve. The County is committed to ensuring that funds collected are retained and redistributed to Schools within its boundaries for projects that have an educational value that are beneficial to the children.

### PURPOSE

The Cash in Lieu Policy provides guidelines for the distribution of money collected in place of school reserves within the County of Vermilion River.

### POLICY

1. Money collected in place of school reserve will be accounted for separately and interest earned on the accumulated funds shall be added back to a "School Reserve Fund".
2. Each School Board must enter into an agreement with the County of Vermilion River.
3. This money will be distributed in consultation with the School Board to local schools within the boundary of the County of Vermilion River in accordance with the Municipal Government Act.
4. Priority will be given to projects that enhance the long term educational value and provide a direct benefit to the children.
5. Each School may receive a maximum of \$5000 over a 2 year period.



6. Recognition of the funding source must be identified by the school on all educational funded components.

Applications:

1. Applications shall be directed to the sponsoring School Board for initial screening.
2. Upon endorsement by the School Board the applications will be forwarded to the County of Vermilion River for review and approval.
3. Once approval is obtained, the money will be distributed up based on receipts submitted by the local school. The school will need to submit a project completion report within twelve (12) months of receiving the funds.
  - a) Should no completion report be received within twelve (12) months of issuance of funds, the County will suspend further funding until the report is received.
4. Recognition will be coordinated through the County and School directly.

<b>POLICY NO:</b>	FI 013
<b>POLICY TITLE:</b>	FIRE – SURPLUS FUNDS
<b>DEPARTMENT:</b>	FINANCE
<b>APPROVAL DATE:</b>	25-04-13 (April 9, 2013)
<b>REVISION DATE:</b>	
<b>REVIEW DATE:</b>	

### Policy Statement:

The County of Vermilion River will distribute annual surplus funding in the Fire department to dedicated reserves pursuant to this policy and the general Reserve policy FI 004.

### Purpose:

To ensure that Fire surplus funding is adequately allocated to dedicated reserves for future expenditures in the Fire department.

### Guidelines:

1. The Director of Corporate Services and the Finance Officer shall confirm the revenue and expenditure totals that pertain to the calculation of surplus and reserve transfers during the financial year end process. Surplus calculations should not be completed until all other transactions affecting revenues or expenditures in the department are complete.
2. Surplus funding in the Fire operating budget at year end will be distributed as follows:  
**50% Fire Operations & Small Equipment Reserve /**  
**50% Fire Vehicles Repair & Maintenance Reserve**  
The lesser of:

- a. Revenue from Alberta Transportation and Utilities (ATU) for Rescue Services  
Less: Total expenditures applicable to emergency calls invoiced to ATU (purchased services, supplies, fuel, honorariums, etc.); or
- b. The total surplus (Revenues less Expenditures) in the Fire department.

### **Capital Fire Vehicles Reserve**

Total surplus (Revenues less Expenditures) in the Fire department remaining after the above-noted transfers to the Fire Operations & Small Equipment Reserve and the Fire Vehicles Repair & Maintenance Reserve

3. Surplus transfers that are not in compliance with Section 2. of this policy must be approved individually by motion Council.

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**RESCIND POLICY FI 007 TAX STABILIZATION RESERVE**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 007 Tax Stabilization Reserve.

### **DETAILS**

Background: This Policy was established in November 2001. The first contribution to this Reserve was in December 2016 and then depleted the following year. No contribution was made again until December 2019. Contributions started in 2021 when Supplementary Tax was introduced in the County and has continued since.

Discussion: Mill Rate Stabilization Reserve is getting amalgamated with the Contingency Reserve as per the new drafted Policy FI 004 Reserve Policy.

Relevant Policy/Legislation Practices: FI 004 Reserve Polic

Desired Outcome (s): THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion rescind Policy FI 007 Tax Stabilization Reserve.

Response Options: THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion rescind Policy FI 007 Tax Stabilization Reserve.

### **IMPLICATIONS OF RECOMMENDATION**

Organizational: None

Financial: FI 004 Reserve Policy

Communication Required: None

Implementation: None

## ATTACHMENTS

FI 007 Tax Stabilization Reserve - Original

PREPARED BY: Natasha Wobeser

DATE: 14 May 2025

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<b>POLICY NO:</b>	FI 007
<b>POLICY TITLE:</b>	TAX STABILIZATION RESERVE
<b>DEPARTMENT:</b>	FINANCE
<b>APPROVAL DATE:</b>	33-11-01 (November 2001)
<b>REVISION DATE:</b>	
<b>REVIEW DATE:</b>	

**Purpose:**

1. Stabilize the Municipal Mill rate
2. Prevent large fluctuations from year to year in the municipal mill rate
3. Cushion assessment categories from extra ordinary events that may cause excessive increases in taxation ( e.g. significant loss of assessment in a particular category)
4. Minimize the effect on ratepayers to tax rate changes
5. Provide a managed approach to changes in tax rates

**Guidelines:**

1. The reserve will be capped at one Mill of the current year's assessment at tax time.
2. Funding for the reserve will come from the increase in assessment from the previous year at tax calculation time.

**Criteria:**

To be utilized when deemed necessary by council.

**Procedure:**

1. Chosen % of the increase in each category of assessment (Residential, Farm & Commercial) will be multiplied by the previous year's tax rate to determine the amount required to be added to the reserve
2. Percentage increase is to be reviewed each April when the new assessment has arrived.



**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**RESCIND POLICY FI 009 – REVENUE FROM COUNTY BUILDINGS**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 009 Revenue from County Buildings.

### **DETAILS**

Background: This Policy was implemented in May 2006.

Discussion: Currently any buildings owned by the County is leased out by agreement by the Planning and Community Services Department. Income and expenses are budgeted under the Planning and Community Services Department. Currently Administration is unaware of any parking agreements in place or allowing plug ins during the winter months. This Policy is no long relevance.

Relevant Policy/Legislation Practices: None

Desired Outcome (s): THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion rescind Policy FI 009 Revenue from County Buildings.

Response Options: THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion rescind Policy FI 009 Revenue from County Buildings.

## IMPLICATIONS OF RECOMMENDATION

Organizational: N/A

Financial: None

Communication Required: N/A

Implementation: N/A

## ATTACHMENTS

FI 009 Revenue from County Buildings Finance

PREPARED BY: Natasha Wobser

DATE: 14 May 2025

<b>POLICY NO:</b>	FI 009
<b>POLICY TITLE:</b>	REVENUE FROM COUNTY BUILDINGS
<b>DEPARTMENT:</b>	FINANCE
<b>APPROVAL DATE:</b>	05-05-06 (May 2, 2006)
<b>REVISION DATE:</b>	
<b>REVIEW DATE:</b>	

**Policy Statements:**

1. The County of Vermilion River No. 24 will provide the opportunity for ratepayers to access County Buildings if it will help the Sustainability of a Hamlet / Village and / or while assisting them to adhere to County Bylaws.
2. Buildings owned by the County of Vermilion River No. 24 are public owned properties therefore a cost recovery approach should be used when obtaining revenues from the Users of County buildings.

**Background:**

1. Various hamlets have truck routes or parking restrictions for large trucks and yet the county wishes to not unduly interfere with the sustainability of small truck companies.
2. Various county buildings have surplus parking space adjacent to the building with or without electrical plug in ability.
3. Vending machines beside our buildings have provided a local service and funding raising opportunities

**Guidelines:**

Any "User" of a service or county facility will have to sign a letter of understanding (sample attached) accepting the terms of this access including:

1. Revenue and expenditures for individual arrangement will be estimated amounts and shall flow through the same department
2. All parking fees for the year, October to September, shall be paid in advance before access is permitted and shall be non-refundable for any reason
3. Capital / maintenance / administration costs, to install any improvements to facilitate a service to the ratepayers, shall be recovered by:
  - a. charging each user 10% of the initial capital costs / year if there are multiple users
  - b. 100% up front if there is a single user

4. Annual operating costs shall be charged to recover approximately 100% of costs by:
  - a. recovery through hamlet budget or
  - b. formula based on previous years estimated cost plus 5%
5. No loaded / dangerous goods units will be allowed on County properties
6. Contamination of County properties shall not be tolerated and the following action will be taken:
  - a. a large spill will be report to Alberta Environment
  - b. a small incident will require cleanup of the site by the user at their sole expense
  - c. a warning will be issued and should a second incident occur the individual or company who signed the letter of understanding forfeits their right to access county property
7. The County will not be liable for any:
  - a. vandalism to the vehicle, contents or equipment that are on County property, or
  - b. damage due to electrical systems not being functional; including shut off for non-compliance with this policy, or
  - c. towing signage / action that is wanted if an unapproved vehicle is using the parking space assigned to a ratepayer

## LETTER OF UNDERSTANDING

BETWEEN THE County of Vermilion River No. 24 (Owner) and

Full Company or Individual Name/s (the User):

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Contact Person if Different than Above:

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Address:

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(Box / Street – Hamlet / Village – Postal Code)

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Contact Information:

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(Phone Number / Cell Number / email address)

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The User accepts that the annual prepayment of: \$\_\_\_\_\_, for the right to (park / access electricity) at the Owner property at \_\_\_\_\_ is based on acceptance of the following:

1. The prepaid access fee for individual use of a County Building is non-refundable for any reason
2. Hamlet projects shall be brought to hamlet meetings to confirm that the hamlet budget will cover costs
3. **No loaded / dangerous goods units will be allowed on County properties**
4. The County will not be liable for any:
  - a) vandalism to the vehicle, contents or equipment that are parked on County property, or
  - b) damage due to systems not being functional; including if they are shut off for non-compliance with this policy, or
  - c) towing signage / action that is wanted if an unapproved vehicle is using the parking space assigned to a ratepayer
  - d) costs for cleanup of spills on County property

Signature below constitutes acceptance of the above terms.

---

Signature / Print Name and Position

---

Date

---

Witness Signature / Print Name

---

Address

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**RESCIND POLICY FI 011 – CASH IN LIEU OF SCHOOL RESERVE**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 011 Cash in Lieu of School Reserve.

### **DETAILS**

Background: This policy was established in October 2011 to provide guidelines for the distribution of money collected in place of School Reserves in the County per the MGA. Planning and Community Services Department created a policy in December 2013 – PD 012 Municipal Reserves. This policy incorporates collection and distribution of funds for Schools.

Discussion: The County no longer require policy FI 011 Cash in Lieu of School Reserve as this fall under Policy PD 012 Municipal Reserve.

Relevant Policy/Legislation Practices: PD 012 Municipal Reserve

Desired Outcome (s): THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion rescind Policy FI 011 Cash in Lieu of School Reserve.

Response Options: THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion rescind Policy FI 011 Cash in Lieu of School Reserve.

### **IMPLICATIONS OF RECOMMENDATION**

Organizational: None

Financial: None

Communication Required: None

Implementation: None

## ATTACHMENTS

FI 011 Cash in Lieu of School Reserve – original

PD 012 Municipal Reserves - original

PREPARED BY: Natasha Wobeser

DATE: 14 May 2025

# POLICY # FI-011

## CASH IN LIEU OF SCHOOL RESERVE

DEPARTMENT: ADMINISTRATION

<b>APPROVAL DATE:</b>	12-10-11 (October 11, 2011)
<b>REVISION DATE (s):</b>	2017-05-75 (May 23, 2017)
<b>REVIEW DATE (s):</b>	

### POLICY STATEMENT

In accordance with the *Municipal Government Act*, a subdivision authority may require the owner of a parcel of land that is the subject of a proposed subdivision to provide money in place of a municipal and school reserve. The County is committed to ensuring that funds collected are retained and redistributed to Schools within its boundaries for projects that have an educational value that are beneficial to the children.

### PURPOSE

The Cash in Lieu Policy provides guidelines for the distribution of money collected in place of school reserves within the County of Vermilion River.

### POLICY

1. Money collected in place of school reserve will be accounted for separately and interest earned on the accumulated funds shall be added back to a "School Reserve Fund".
2. Each School Board must enter into an agreement with the County of Vermilion River.
3. This money will be distributed in consultation with the School Board to local schools within the boundary of the County of Vermilion River in accordance with the Municipal Government Act.
4. Priority will be given to projects that enhance the long term educational value and provide a direct benefit to the children.
5. Each School may receive a maximum of \$5000 over a 2 year period.





6. Recognition of the funding source must be identified by the school on all educational funded components.

Applications:

1. Applications shall be directed to the sponsoring School Board for initial screening.
2. Upon endorsement by the School Board the applications will be forwarded to the County of Vermilion River for review and approval.
3. Once approval is obtained, the money will be distributed up based on receipts submitted by the local school. The school will need to submit a project completion report within twelve (12) months of receiving the funds.
  - a) Should no completion report be received within twelve (12) months of issuance of funds, the County will suspend further funding until the report is received.
4. Recognition will be coordinated through the County and School directly.

<b>POLICY #:</b>	<b>PD 012</b>	<b>MUNICIPAL RESERVES</b>
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<b>APPROVAL DATE AND MOTION:</b>	December 2013 (10-12-13)	<b>CROSS-REFERENCE:</b>	FI 004 – Reserve Policy
<b>RESPONSIBILITY:</b>	Planning & Community Services	<b>APPENDICES:</b>	
<b>APPROVER:</b>	Council	<b>EFFECTIVE DATE:</b>	January 20, 2024
<b>REVISION DATE(S)/ MOTION #</b>	July 27, 2021 (2021-07-15); March 29, 2022 (2022-03-45); Jan, 30, 2024 (2024-01-54)	<b>NEXT REVIEW DATE:</b>	2026

## 1. DEFINITIONS

- 1.a. **Council** means the whole of the elected officials for the County of Vermilion River in the Province of Alberta
- 1.b. **County** means the County of Vermilion River
- 1.c. **MGA** means the *Municipal Government Act* including amendments made thereto
- 1.d. **Park Trust Fund** means the use or disposal of Municipal Reserve land or monies
- 1.e. **Public Park** means an area of green space, with or without apparatus (i.e., playground, courts, etc.), that is municipally owned and accessible by the public for use
- 1.f. **Public Recreation Area** means an outdoor or indoor area that allows the public to enjoy recreational activities (i.e., soccer fields, baseball diamonds, campgrounds, day-use areas, community halls, etc.)
- 1.g. **Public Use** means the use of municipally owned facilities and lands and facilities and lands that are managed by non-profit organizations and/or associations. It does not include the use of privately owned facilities and lands that are for-profit that the public also can access (Privately owned facilities and lands can access funding via Policy PD 021 – Community Enhancement Funding)

- 1.h. **Ratepayer(s)** means taxpaying residents of the County of Vermilion River
- 1.i. **Reserve Land** means environmental reserve, conservation reserve, municipal reserve, community services reserve, school reserve, or municipal and school reserve and as defined under Part 17, Division 8 of the MGA
- 1.j. **School Board Purpose** means requests from a recognized School Board for funds to be used only for school educational needs within the County
- 1.k. **Subdivision Authority** means a subdivision authority established under Part 17, Division 3 of the MGA

## 2. POLICY STATEMENT

- 2.a. The County of Vermilion River strives to remain consistent and transparent in its process regarding the subdivision of lands and the legislated requirements for applicants

## 3. OBJECTIVE

- 3.a. To provide the process and guidelines as to the collection and distribution of municipal and school reserve funds as per MGA section 666(1) and 271(2). Some examples are, but not limited to, public park development, recreational use, assist schools in land or capital in growing and expanding educational needs, and providing land for affordable usage

## 4. BACKGROUND

- 4.a. The County of Vermilion River recognized the need to establish a policy regarding the legislated options under the *Alberta Municipal Government Act* (MGA) with regards to Municipal and School Reserves. Under 671(2) of the MGA, the use of monies collected can only be used:
  - 4.a.i. *“Municipal Reserve, school reserve, or municipal and school reserve may be used by a municipality or school board or by them jointly only for any or all of the following purposes:*
    - 4.a.i.i A public park;
    - 4.a.i.ii A public recreation area;

- 4.a.i.iii School board purposes;
- 4.a.iv To separate areas of land that are used for different purposes.

## 5. GUIDING PRINCIPLES

### 5.a. **Collection of Municipal Reserve Funds**

5.a.i. Historically, the County has opted to take money instead of land when dealing with Municipal Reserves. In select cases, the County's Subdivision Authority decides, with consultation of County staff and/or Council, that land can be provided. County Administration works with the Subdivision Authority and the subdivision applicant in determining the appropriate form of Municipal Reserve to be provided.

5.a.i.i A proposed subdivision of land may be subject to providing reserve land or money in place of land;

5.a.i.i.a Reserves may not exceed 10 per cent of the parcel of land, less the land required to be provided as Environmental Reserve and the land made subject to an Environmental Reserve Easement.

5.a.i.i.b Any combination of land or money in place of land shall follow Section 666 of the MGA.

5.a.i.ii If money is requested in lieu of land, it shall be in accordance with Section 667 of the MGA or shall be decided upon the Subdivision Authority in consultation with the Director of Planning & Community Services

5.a.i.iii The amount of money in place of land will be equal to 10 per cent of the lands being subdivided and subject to Part 3 of this Policy. Should it not meet any of Part 3 of this Policy, then a market value appraisal shall be completed and 10 per cent of the appraisal provided based on the approved subdivision titled parcel(s), determined in accordance with Section 667 of the MGA.

5.a.i.iv Lands dedicated for the provision of roads or utilities, including stormwater management systems, shall be



considered developable lands and will be included in the calculation of the Municipal Reserve.

5.a.i.v Where applicable, policies found within an Intermunicipal Development Plan, between the County and its neighbor(s), relating to the collection and/or deferment of Municipal Reserves, shall be adhered to

5.a.i.v.a Reserves or money in place of land may be deferred in accordance with Section 669 of the MGA where deemed appropriate by County Administration and the County's Subdivision Authority

5.a.ii. A Subdivision Authority, as per Section 663 of the MGA, may not require reserve land or money in-lieu of land if one lot is created from a quarter section, land has been subdivided into larger lots for agricultural purposes, creation of smaller lots (2 acres or less) and if reserves have already been provided on title

5.a.iii. Where it is determined that, in accordance with this policy, money shall be provided to satisfy the Municipal Reserve requirements for a subdivision, the following process shall be utilized:

5.a.iii.i On parcels being subdivided (which are not affected by Section 663 of the MGA), that DO NOT fall within a designated Area Structure Plan or an Intermunicipal Development Plan Area of the County, and DO NOT have exceptional circumstances that could impact value, the valuation of Municipal Reserve Calculation shall be **\$1,500/acre**

5.a.iii.ii On parcels being subdivided for multi-lot residential purposes, which are:

5.a.ii.ii.a Within an approved Area Structure Plan

5.a.ii.ii.b Within the allowable limit of single-lot subdivisions as per the County's Municipal Development Plan, and which further

5.a.ii.ii.b.a DO NOT fall within the Intermunicipal Development Plan Areas of the County, and

5.a.ii.ii.b.a.b DO NOT have exceptional circumstances that could impact Value.

5.a.ii.ii.b.a.b.c The valuation for Municipal Reserve allocation shall be the County's assessed value, unless the applicant contests the County's assessed value. If the County's assessed value is contested by the applicant, then the applicant will be required to provide an appraisal completed by a qualified assessor per Section 667 of the MGA. If an appraisal is received, then the Municipal Reserve calculation shall be the value as indicated in the appraisal.

5.a.iii.iii For subdivisions occurring on lands that are:

- 5.a.iii.iii.a Business, commercial and industrial zoned;
- 5.a.iii.iii.b Fall within an Intermunicipal Development Plan Area; or
- 5.a.iii.iii.c Have exceptional circumstances that could impact value.

5.a.iii.iii.c.a The calculation for money in place of land for Municipal Reserve shall be in accordance with Section 667(1) of the MGA, with all costs incurred borne by the applicant in their entirety, and shall be based on the total acreage amount shown on the final plan of survey approved by the County's Subdivision Authority

5.a.iii.iv Should the final submitted plan of survey be altered prior to the registration at Land Titles, the revised survey plan shall be submitted to the County and Subdivision Authority and a re-calculation of the Municipal Reserve shall occur.

- 5.a.iv. Payment of Municipal Reserve shall be required prior to final conditions release and registration of the newly created parcel(s) at Land Titles

5.b. **Distribution of Municipal Reserve Funds**

- 5.b.i. As per Section 671(2) of the *Municipal Government Act*:

5.b.i.i *"Municipal Reserve, school reserve, or municipal and school reserve may be used by a municipality or school board or by them jointly for any or all of the following purposes:*

- 5.b.i.i.a *A public park;*
- 5.b.i.i.b *A public recreation area;*
- 5.b.i.i.c *School board purposes;*
- 5.b.i.i.d *To separate areas of land that are used for different purposes"*

5.b.ii. **PARK TRUST (MUNICIPAL RESERVE FUNDS)**

5.b.ii.i Park Trust funds can be used for any of the other purpose, besides school, that are identified in Section 671(2) of the MGA, and provide a benefit to the region within the County of Vermilion River municipal boundary

5.b.ii.ii These funds may be used for **Capital Projects** for Public Use facilities and/or lands, including but not limited to:

- 5.b.ii.ii.a Soccer field development (not operational)
- 5.b.ii.ii.b Ball diamond development (not operational)
- 5.b.ii.ii.c Installation or replacement of playground equipment
- 5.b.ii.ii.d Development of natural area (i.e., development of trails, initial clean-up of area for safety purposes, installation of apparatus (playground equipment, picnic tables, etc.))
- 5.b.ii.ii.e Capital installation or repairs (not operational) to community facilities (i.e., replacement of necessary utilities (gas,

water, etc.), repair/replacement of structural portions (walls, floors, roofs, etc.)

- 5.b.ii.ii.f Separation of the lands to accommodate any of the above

5.b.ii.iii Funds will be distributed based on the following criteria:

- 5.b.ii.iii.a One-Time payment towards larger facility projects:

- 5.b.ii.iii.a.a Payment of up to 50 per cent maximum of a project value, up to \$100,000.00.

- 5.b.ii.iii.a.b Payment of up to a maximum of \$75,000.00 for projects valued over \$100,000.00 to a maximum project value of \$2,500,000.00.

- 5.b.ii.iii.a.c Council shall determine allotment of funding for projects valued over \$2,500,000.00.

- 5.b.ii.iii.b Smaller projects may apply once during a five (5) year period and must benefit County residents or the majority of residents in the region within the municipal boundary of the County:

- 5.b.ii.iii.b.a Payment of 50 per cent of the total cost of the smaller project to a maximum of \$10,000.00 per project in a five (5) year period

- 5.b.ii.iii.c The following conditions apply to both of parts (a) and (b) above:

- 5.b.ii.iii.c.a The organization/association must specify the party responsible for the maintenance of the equipment and grounds and include specifications in the agreement

- 5.b.ii.iii.c.b The project plan and budget must be included with the application for review and consideration by





Administration and  
recommendation to Council.

5.b.ii.iii.c.c The project must be started within  
90 days of receiving the funds from  
the County and must be  
completed within two (2) years.

5.b.ii.iv A Project Report must be submitted to the County  
within thirty (30) days upon completion of the project,  
detailing the project and funding used.

5.b.ii.v Recognition will be coordinated through the County  
and organization/association directly.

5.b.ii.vi If Park Trust funds are received for a Capital Project,  
Community Enhancement Funding (Policy PD 021)  
funds cannot be used for the same project. Only one  
source of funding (either Park Trust or Community  
Enhancement Funding) will be accessible for the  
same project in the same year, unless approved by  
recommended department and/or approved by  
Council.

#### 5.b.iii. SCHOOL RESERVE FUNDS

5.b.iii.i Money collected in place of School Reserve will be  
accounted for separately and interest earned on the  
accumulated funds shall be added back into the  
School Reserve

5.b.iii.ii The County will establish with the School Board(s),  
each year, the number of schools in the County and  
the available funding to each of the schools

5.b.iii.iii Priority will be given to the project(s) that enhance the  
long-term educational value and provide a direct  
benefit to the children

5.b.iii.iii.a Criteria supporting the enhancement of long-  
term educational value and providing direct  
benefit to students include projects that:

5.b.iii.iii.a.a Directly address, and support  
established learning objectives and  
curriculum standards.

5.b.iii.iii.a.b Have a lasting impact on students  
and the school environment

- 5.b.iii.iii.a.c Actively engage students in the learning process and foster lifelong learning.
- 5.b.iii.iii.a.d Promote social-emotional learning, such as fostering healthy relationships, emotional regulation, and social awareness.
- 5.b.iii.iv Each school may receive a maximum of \$5,000 every two (2) years or over a two (2) year period, dependent on available funding.
- 5.b.iii.v All schools must submit requests for funding to their respective school board.
- 5.b.iii.vi Upon endorsement, the School Board will forward the request along with the background information to the County for approval.
- 5.b.iii.vi Once approval is obtained, funds for all school applications will be distributed to the sponsoring School Board. The School Board will then distribute the funds to the individual school(s). The school will need to submit a project completion report within twelve (12) months of receiving the funds.
  - 5.b.iii.vi.a No additional funding will be provided until reporting has been completed
- 5.b.iii.vi Recognition will be coordinated through the sponsoring school board and school applying for funding and shall adhere to Policy PD 021 (Community Funding Policy), part 8, that the school board or individual school recognize the County for funding within 90 days of receiving approval from the County.

## 6. ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE(S) OF PERSON RESPONSIBLE
<b>HANDLING INQUIRIES</b>	Community Services Coordinator
<b>MONITORING REVIEWS AND REVISIONS</b>	Director of Planning & Community Services
<b>IMPLEMENTING POLICY</b>	Council
<b>COMMUNICATING POLICY</b>	Chief Administrative Officer

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**RESCIND POLICY FI 013 – FIRE SURPLUS FUNDS**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 013 Fire Surplus Funds.

### **DETAILS**

Background: This policy was created in April 2013 to ensure that Fire surplus was allocated to dedicated reserves for future expenses in the Fire Department. Since 2022 reserves were not used to fund operational expense, as they are included in Budget. Any surplus in Protective Services Department has gone to fund Fire Capital reserves either equipment or facilities.

Discussion: As per the draft Policy FI 004 Reserve Policy, funding for Fire reserves is now directed in the Reserve Policy for both Operational and Capital.

Relevant Policy/Legislation Practices: None

Desired Outcome (s): THAT the County of Vermilion River Policy and Priorities Committee recommends that the County of Vermilion River rescind Policy FI 013 Fire Surplus Funds.

Response Options: THAT the County of Vermilion River Policy and Priorities Committee recommends that the County of Vermilion River rescind Policy FI 013 Fire Surplus Funds.

### **IMPLICATIONS OF RECOMMENDATION**

Organizational: N/A

Financial: None

Communication Required: N/A

Implementation: N/A

## ATTACHMENTS

FI 013 Fire – Surplus Funds Original

PREPARED BY: Natasha Wobeser

DATE: 14 May 2025

<b>POLICY NO:</b>	FI 013
<b>POLICY TITLE:</b>	FIRE – SURPLUS FUNDS
<b>DEPARTMENT:</b>	FINANCE
<b>APPROVAL DATE:</b>	25-04-13 (April 9, 2013)
<b>REVISION DATE:</b>	
<b>REVIEW DATE:</b>	

### **Policy Statement:**

The County of Vermilion River will distribute annual surplus funding in the Fire department to dedicated reserves pursuant to this policy and the general Reserve policy FI 004.

### **Purpose:**

To ensure that Fire surplus funding is adequately allocated to dedicated reserves for future expenditures in the Fire department.

### **Guidelines:**

1. The Director of Corporate Services and the Finance Officer shall confirm the revenue and expenditure totals that pertain to the calculation of surplus and reserve transfers during the financial year end process. Surplus calculations should not be completed until all other transactions affecting revenues or expenditures in the department are complete.
2. Surplus funding in the Fire operating budget at year end will be distributed as follows:  
**50% Fire Operations & Small Equipment Reserve /**  
**50% Fire Vehicles Repair & Maintenance Reserve**  
 The lesser of:

- a. Revenue from Alberta Transportation and Utilities (ATU) for Rescue Services  
 Less: Total expenditures applicable to emergency calls invoiced to ATU (purchased services, supplies, fuel, honorariums, etc.); or
- b. The total surplus (Revenues less Expenditures) in the Fire department.

### **Capital Fire Vehicles Reserve**

Total surplus (Revenues less Expenditures) in the Fire department remaining after the above-noted transfers to the Fire Operations & Small Equipment Reserve and the Fire Vehicles Repair & Maintenance Reserve

3. Surplus transfers that are not in compliance with Section 2. of this policy must be approved individually by motion Council.

**MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**PE 009 GENERAL (STATUTORY), OPTIONAL GENERAL HOLIDAYS – MOTION REQUIRED**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priority Committee recommend that the County of Vermilion River approve Policy PE 009 General (Statutory), Optional General Holidays as amended.

### **DETAILS**

**Background:**

This policy was first approved in November 1995. This policy has been reformatted to the new policy template.

**Discussion:**

- Remove 1.e – Civic Holiday
- Remove 4. Background
- Addition 4.c – National Day for Truth and Reconciliation

The draft changes to Policy PE 009 General (Statutory), Optional General Holidays are being presented for approval.

**Relevant Policy/Legislation Practices:**

Alberta Employment Standards Code

**Desired Outcome (s):** THAT the County of Vermilion River Policy and Priority Committee recommend that the County of Vermilion River approve Policy PE 009 General (Statutory), Optional General Holidays as amended.

**Response Options:**



THAT the County of Vermilion River Policy and Priority Committee recommend that the County of Vermilion River approve Policy PE 009 General (Statutory), Optional General Holidays as amended.

## IMPLICATIONS OF RECOMMENDATION

Organizational: This policy would apply to all departments of the organization.

Financial: None

Communication Required: Administration

Implementation: This policy would be implemented upon Council approval.

## ATTACHMENTS

1. PE 009 (4th Revision) General Stat Optional General Holidays – PROPOSED
2. PE 009 (4th Revision) General Stat Optional General Holidays - TRACK CHANGES
3. PE 009 (3<sup>rd</sup> Revision) Statutory and Civic Holidays - CURRENT

PREPARED BY: Andrea Wilkinson, HR Administrator

DATE: May 15, 2025



<b>POLICY#:</b>	<b>PE 009</b>	<b>POLICY TITLE:</b>	<b>GENERAL (STATUTORY), OPTIONAL GENERAL HOLIDAYS</b>
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<b>APPROVAL DATE AND MOTION:</b>	November 1995 Motion #42-11-95	<b>CROSS- REFERENCE:</b>	
<b>RESPONSIBILITY:</b>	Human Resource Administrator	<b>APPENDICES:</b>	None
<b>APPROVER:</b>	Council	<b>EFFECTIVE DATE:</b>	September 27, 2022
<b>REVISION DATE(S)/ MOTION #</b>	November 1997; Motion #27-11-97; July 23, 2013; Motion #32-07-13; September 13, 2022 (2022-09-22)	<b>NEXT REVIEW DATE:</b>	September 2028

## 1. DEFINITIONS (Provide definitions of the key terms used within the Policy)

- 1.a. County is the County of Vermilion River.
- 1.b. Employee(s) is an Employee of the County of Vermilion River.
- 1.c. General Holiday in Canada is legislated either through the Federal, Provincial or Territorial government.
- 1.d. Optional General Holiday is an additional employer-designated general holiday for their employees.

## 2. POLICY STATEMENT

- 2.a. This policy will identify General, Optional General and Civic holidays and establish the guiding principles by which County of Vermilion River Employees will take those holidays.

### 3. OBJECTIVE

- 3.a. The objective of this policy is to ensure consistent use and scheduling of General, Optional General and Civic holidays.

### 4. GUIDING PRINCIPLES

- 4.a. The following days are declared as General Holidays in Alberta under Employment Standards Code and are therefore declared as a paid holiday for all County of Vermilion River employees:

New Year's Day

Alberta Family Day

Good Friday

Victoria Day

Canada Day

Labour Day

Thanksgiving Day

Remembrance Day

Christmas Day

- 4.b. The following days are designated Optional General Holidays for all County of Vermilion River employees and are observed by providing a paid holiday:

Easter Monday

Heritage Day

Boxing Day

- 4.c. As per motion 2022-09-21, the County of Vermilion River approved National Day for Truth and Reconciliation, to be observed annually on September 30th, as an Optional General Holiday effective September 30th, 2022, for County of Vermilion River Employees. This means that County of Vermilion River will not observe this holiday by providing a paid holiday.
- 4.d. The County of Vermilion River will be closed on General Holidays, Optional General Holidays outlined in Policy PE 009 section 4.a and 4.b.
- 4.e. If one of the above listed holidays in 4.a and 4.b falls on a weekend, the Monday following the weekend will be declared a holiday in its place.
- 4.f. When Canada Day falls on a Saturday or Sunday, the County of Vermilion River will acknowledge the holiday the following Monday.
- 4.g. When Christmas Day or Boxing Day fall on a Saturday or Sunday the County of Vermilion River will acknowledge the holiday the following Monday or Tuesday.
- 4.h. A day off in lieu of a General Holiday or Optional General Holiday should follow the holiday, not precede it.

## 5. ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE(S) OF PERSON RESPONSIBLE
HANDLING INQUIRIES	Human Resources Administrator
MONITORING REVIEWS AND REVISIONS	Human Resources Administrator
IMPLEMENTING POLICY	Council
COMMUNICATING POLICY	Chief Administrative Officer
INTERNAL STAKEHOLDERS	Council, Employees
EXTERNAL STAKEHOLDERS	Ratepayers

## 6. POLICY EVALUATION

- 6.a. The County of Vermilion River will engage in a policy evaluation process to monitor the effectiveness of this policy and procedures every three (3) years or as required by changes in legislation.

POLICY #PE009		GENERAL (STATUTORY), OPTIONAL GENERAL AND CIVIC HOLIDAYS	
<b>APPROVAL DATE AND MOTION:</b>	November 1995 Motion #42-11-95	<b>CROSS- REFERENCE:</b>	PE012 Vacation Entitlement
<b>RESPONSIBILITY:</b>	Human Resources Manager  Corporate Services Department		PE020 Regular Hours of Work & Overtime Rules & Administration Office Hours
<b>APPROVER:</b>	Council	<b>APPENDICES:</b>	None
<b>REVISION DATE(s)/ MOTION #:</b>	November 1997; Motion #27-11-97; July 23, 2013; Motion #32-07-13; September 13, 2022 (2022-09-22)	<b>EFFECTIVE DATE:</b>	September 27, 2022
		<b>NEXT REVIEW DATE:</b>	September 2025

## 1. DEFINITIONS

1.a – **County** is the County of Vermilion River.

1.b – **Employee(s)** is an Employee of the County of Vermilion River.

1.c – **General Holiday** in Canada is legislated either through the Federal, Provincial or Territorial government.

1.d – **Optional General Holiday** is an additional employer-designated general holiday for their employees.

~~1.e – **Civic Holiday** is any day proclaimed by law to be a holiday in Alberta.~~

## 2. POLICY STATEMENT

2.a This policy will identify General, Optional General and Civic holidays and establish the guiding principles by which County of Vermilion River Employees will take those holidays

## 3. OBJECTIVE

3.a The objective of this policy is to ensure consistent use and scheduling of General, Optional General and Civic holidays.

## ~~4. BACKGROUND~~

~~4.a—This policy was last reviewed in 2013~~

~~4.b—General Holidays, optional General Holidays, and Civic Holidays—  
remain the same from 2013 to now.~~

## ~~5.4.~~ GUIDING PRINCIPLES

~~5.a~~4.a The following days are declared as General Holidays in Alberta under Employment Standards Code— and are therefore declared as a paid holiday for all County of Vermilion River employees:

New Year's Day  
Alberta Family Day  
Good Friday  
Victoria Day  
\*\*Canada Day  
Labour Day  
Thanksgiving Day  
Remembrance Day  
Christmas Day

5.b4.b – The following days are designated Optional General Holidays for all County of Vermilion River employees and are observed by providing a paid holiday:

Easter Monday

Heritage Day

Boxing Day~~y~~

4.c As per motion 2022-09-21, the County of Vermilion River approved National Day for Truth and Reconciliation, to be observed annually on September 30<sup>th</sup>, as an Optional General Holiday effective September 30<sup>th</sup>, 2022, for County of Vermilion River Employees. This means that County of Vermilion River will not observe this holiday by providing a paid holiday.

5.c4.d – The County of Vermilion River Main Administration-Office, the Public Works Shop and the Natural Gas Utility-Office/Shop will be closed on General Holidays, Optional General Holidays outlined in Policy PE 009-section 4.a and 4.b and Civic-Holidays each year.

5.d4.e - If one of the above listed holidays in 4.a and 4.b falls on a weekend, the Monday following the weekend will be declared a holiday in its place.

5.e – When ~~\*\*By federal law, when~~ July 1<sup>st</sup> falls on a Saturday or any-day of the week other than Sunday, it is celebrated on that day; however, when it falls on a Sunday, it is treated as if it fell on the-Monday immediately following.

4.f 5.e(i) When July 1<sup>st</sup> falls on a Saturday, the County of Vermilion River will acknowledge the holiday the following Monday. designate the following-Monday as a holiday in its place.

5.f4.g – When ~~If~~ Christmas Day orand Boxing Day ~~both~~ fall on a Saturday or Sunday the County of Vermilion River will acknowledge the holiday the following Monday or Tuesday. weekend then the Monday-and Tuesday following the weekend will be declared a holiday in their place.

5.g – When one of the above listed holidays falls on a weekday, the-actual day of the holiday will be taken.

54.h – A day off in lieu of a General Holiday or Optional General Holiday, or Civic-Holiday should follow the holiday, not precede it.

## 6.5. ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE (s) OF PERSON RESPONSIBLE
HANDLING INQUIRIES	Human Resources <u>Administrator Manager</u>
MONITORING REVIEWS AND REVISIONS	<u>Human Resources Administrator Director of Corporate Services</u>
IMPLEMENTING POLICY	Council
COMMUNICATING POLICY	Chief Administrative Officer
INTERNAL STAKEHOLDERS	Council, Employees



**EXTERNAL STAKEHOLDERS**

Ratepayers

## ~~7. EXCEPTIONS~~

~~7.a Exceptions to this policy will be handled on a case by case basis.~~

## 8.6. POLICY EVALUATION

8.a6.a \_\_\_\_\_ – The County of Vermilion River will engage in a policy evaluation process to monitor the effectiveness of this policy and procedures every three (3) years or as required by changes in legislation.

POLICY #PE009		GENERAL (STATUTORY), OPTIONAL GENERAL AND CIVIC HOLIDAYS	
<b>APPROVAL DATE AND MOTION:</b>	November 1995 Motion #42-11-95	<b>CROSS-REFERENCE:</b>	PE012 Vacation Entitlement
<b>RESPONSIBILITY:</b>	Human Resources Manager  Corporate Services Department		PE020 Regular Hours of Work & Overtime Rules & Administration Office Hours
		<b>APPENDICES:</b>	None
<b>APPROVER:</b>	Council	<b>EFFECTIVE DATE:</b>	September 27, 2022
<b>REVISION DATE(s)/ MOTION #:</b>	November 1997; Motion #27-11-97; July 23, 2013; Motion #32-07-13; September 13, 2022 (2022-09-22)	<b>NEXT REVIEW DATE:</b>	September 2025

## 1. DEFINITIONS

- 1.a – **County** is the County of Vermilion River.
- 1.b – **Employee(s)** is an Employee of the County of Vermilion River.
- 1.c – **General Holiday** in Canada is legislated either through the Federal, Provincial or Territorial government.
- 1.d – **Optional General Holiday** is an additional employer-designated general holiday for their employees.
- 1.e – **Civic Holiday** is any day proclaimed by law to be a holiday in Alberta.

## 2. POLICY STATEMENT

This policy will identify General, Optional General and Civic holidays and establish the guiding principles by which County of Vermilion River Employees will take those holidays

## 3. OBJECTIVE

The objective of this policy is to ensure consistent use and scheduling of General, Optional General and Civic holidays.

## 4. BACKGROUND

4.a – This policy was last reviewed in 2013.

4.b – General Holidays, optional General Holidays, and Civic Holidays remain the same from 2013 to now.

## 5. GUIDING PRINCIPLES

5.a – The following days are declared as General Holidays in Alberta and are therefore declared as a holiday for all County of Vermilion River employees:

- New Year's Day
- Alberta Family Day
- Good Friday
- Victoria Day
- \*\*Canada Day
- Labour Day
- Thanksgiving Day
- Remembrance Day
- Christmas Day

5.b – The following days are designated Optional General Holidays for all County of Vermilion River employees:

- Easter Monday
- Heritage Day
- Boxing Day

5.c – The Main Administration Office, the Public Works Shop and the Natural Gas Utility Office/Shop will be closed on General Holidays, Optional General Holidays and Civic Holidays each year.

5.d - If one of the above listed holidays falls on a weekend, the Monday following the weekend will be declared a holiday in its place.

5.e – \*\*By federal law, when July 1<sup>st</sup> falls on any day of the week other than Sunday, it is celebrated on that day; however, when it falls on a Sunday, it is treated as if it fell on the Monday immediately following.

5.e(i) When July 1<sup>st</sup> falls on a Saturday, the County of Vermilion River will designate the following Monday as a holiday in its place.

5.f – If Christmas Day and Boxing Day both fall on a weekend then the Monday and Tuesday following the weekend will be declared a holiday in their place.

5.g – When one of the above listed holidays falls on a weekday, the actual day of the holiday will be taken.

5.h – A day off in lieu of a General Holiday, Optional General Holiday, or Civic Holiday should follow the holiday, not precede it.

## 6. ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE (s) OF PERSON RESPONSIBLE
HANDLING INQUIRIES	Human Resources Manager
MONITORING REVIEWS AND REVISIONS	Director of Corporate Services
IMPLEMENTING POLICY	Council
COMMUNICATING POLICY	Chief Administrative Officer
INTERNAL STAKEHOLDERS	Council, Employees
EXTERNAL STAKEHOLDERS	Ratepayers

## 7. EXCEPTIONS

7.a – Exceptions to this policy will be handled on a case-by-case basis.

## 8. POLICY EVALUATION

8.a – The County of Vermilion River will engage in a policy evaluation process to monitor the effectiveness of this policy and procedures every three (3) years or as required by changes in legislation.

Current

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**SAFETY POLICY SA 001 MUNICIPAL SAFETY POLICY – THIRD REVISION**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Safety Policy SA 001 Municipal Safety Policy as presented.

### **DETAILS**

Background: Safety Policy SA 001 Municipal Safety Policy was first approved in June of 1997. The last revision completed was on January 23, 2017. This policy demonstrates the commitment of the County of Vermilion River to a workplace that prioritizes the personal health, safety, physiological and social wellbeing of each employee by outlining the guiding principles of the County of Vermilion River's health and safety program.

Discussion: As it has been over eight years since the last policy revision there were many changes and improvements to the County of Vermilion River's health and safety program and the general knowledge and implementation of workplace health and safety practices that required amendments to the policy. Additionally, this policy was reformatted to the updated County of Vermilion River policy template.

Relevant Policy/Legislation Practices:

SA 001 Municipal Safety Policy

OHS Act, Regulation and Code

Desired Outcome (s): THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Safety Policy SA 001 Municipal Safety Policy as presented.

## IMPLICATIONS OF RECOMMENDATION

Communication Required: Upon final approval by the Council of the County of Vermilion River the updated version of this policy will be uploaded onto the T-drive as well as to the Safety Teams folder for staff.

## ATTACHMENTS

SA 001 (2<sup>nd</sup> Revision); Municipal Safety Policy (2017-01)

SA 001 (3<sup>rd</sup> Revision); Municipal Safety Policy (2025) – Track Change

SA 001 (3<sup>rd</sup> Revision); Municipal Safety Policy (2025) – Clean

PREPARED BY: Jennifer Robertson, PW Admin Lead for Chris Neureuter, Health and Safety Coordinator

DATE: May 14, 2025



<b>POLICY NO:</b>	SA 001
<b>POLICY TITLE:</b>	MUNICIPAL SAFETY POLICY
<b>DEPARTMENT:</b>	SAFETY
<b>APPROVAL DATE:</b>	36-06-97 (June 1997)
<b>REVISION DATE:</b>	34-02-02 (February 2002) ; 2017-01-59 (January 23, 2017)
<b>REVIEW DATE:</b>	

**Purpose:**

The personal safety and health of each employee of the County of Vermilion River is of primary importance. The prevention of occupationally induced injuries and illnesses is of such consequence that it will be given priority over operating productivity where necessary. To the greatest degree possible, the County Council will provide all mechanical and physical facilities required for personal safety and health in keeping with the highest standards.

The County of Vermilion River will maintain a safety and health program conforming to the best practices of organizations of this type. To be successful, such a program must start with proper attitudes toward injury and illness prevention on the part of both supervisors and employees. It also requires cooperation in all safety and health matters, not only between supervisor and employee, but also between each employee and his or her co-workers. Only through such a cooperative effort can a safety program of all be established and preserved in the best interest.

The County of Vermilion River's objective is a safety and health program that will reduce the number of injuries and illnesses to an absolute minimum, not merely in keeping with, but surpassing, the best experience of operations similar to the County's. The County's goal is zero accidents and injuries.

The County of Vermilion River's safety and health program will involve:

- Providing mechanical and physical safeguards to the maximum extent possible.
- Conducting a program of safety and health inspections to find and eliminate unsafe working conditions and practices, to control health hazards, and to comply fully with the safety and health standards for every job.
- Training all employees in good safety and health practices.
- Providing necessary personal protective equipment and instruction for its use and care.
- Developing and enforcing safety and health rules and requiring that employees cooperate with these rules as a condition of employment.
- Investigating every accident, promptly and thoroughly, to find out what caused it and to correct the problem so that it won't happen again. The County of Vermilion River

recognizes that the responsibilities for safety and health are shared:

- The employer accepts the responsibility for leadership of the safety and health program, for its effectiveness and improvement, and for providing the safeguards required to ensure safe conditions.
- Supervisors are responsible for developing the proper attitudes toward safety and health in themselves and in those they supervise, and for ensuring that all operations are performed with the utmost regard for the safety and health of all personnel involved.
- Employees are responsible for wholehearted, genuine cooperation with all aspects of the safety and health program, including compliance with all rules and regulations, and for continually practicing safety while performing their duties.

The safety information in this policy does not take precedence over O. H. & S. Regulations. All employees should be familiar with the O. H. & S. Act and Regulations.

## **ASSUMING OF RESPONSIBILITY AND ACCOUNTABILITY FOR SAFETY**

### **Safety Coordinator:**

- Provide a statement of Policy relating to the Safety Program. The statement provides a commitment and philosophy that sets levels of expectations for Safety Performance throughout the organization.
- Maintain overall control of the Safety and Loss Prevention Program direction.
- Ensure all established Safety policies are administered and enforced in all areas.
- Ensure that all field operations personnel are aware of and effectively practice the policies and procedures set out in the Safety Program.

### **Directors:**

- Ensure implementation and maintenance of the established Safety policies on specific projects within their respective areas of the County.
- Ensure the maintenance of the highest standards of performance with respect to the Safety Program on their respective job-sites. They are also accountable for the safe performance of personnel and equipment on their projects.
- Implement a site Safety Program and develop a clear understanding of Safety responsibilities and specific duties for each foreman or supervisor. The Director must be knowledgeable of and responsible for complying with all regulations, laws and codes.
- Hold a least one Safety meeting monthly or more frequent, if required, with foremen to review Safety conditions and general Safety policies. Ensure that subtrades and foremen conduct monthly or more frequent, if required, toolbox meetings. Where there are only a few employees, the Director shall conduct a monthly or more frequent if required, toolbox meeting with all project personnel in attendance.
- Arrange for the recording of minutes of Safety committee meetings and forward copies to the Manager.

- Make daily observations of Safety activities on the project.
- Accompany government O.H.&S. Inspector during project inspection. If he/she is not available, the Director will assign another Supervisor for the inspection.
- Be aware of the hazards that exist for the short term, temporary and new hire workers who are new to activities. Ensure that new hires receive detailed safety instructions before they are allowed to start work. New employees should be assigned to work with other employees who are familiar with the project and are aware of any specific safety rules and regulations that are in force.
- Formulate a detailed hiring route for all the employees which includes a review of the project Safety rules and regulations prior to starting work (New Hire Orientation).

**Supervisors/Foremen:**

- Provide safe working conditions for all workers under his/her supervision.
- Provide instructions to workers in safe work procedures. As part of the routine duties, the Supervisor shall require employees to use personal protective equipment as appropriate, eg. Hard hats, goggles, masks, respirators, safety glasses or other items deemed necessary.
- Correct physical conditions which are liable to cause or have caused accidents.
- Undertake the investigation of accidents, incidents or near misses to determine the underlying causes. These must be reported in detail to the Director and the required report forms completed on a timely basis.
- Provide a good example for employees by always directing and performing work in a safe manner.
- Conduct regular inspection for unsafe practices and conditions and ensure prompt corrective action to eliminate causes of accidents.
- Work in cooperation with other project supervisory personnel in determining safe practices, enforcing their observance, developing procedures for dealing with violations and developing other general safety and accident prevention.
- Provide each employee with information about the hazards on the job and how to avoid them.
- Maintain a housekeeping standard and assign definite responsibilities to individuals for good housekeeping.
- Enforce all established safety regulations and work methods. Take disciplinary action as necessary to ensure compliance with the rules.
- Provide a minimum of one toolbox meeting monthly or more frequent, if required with his/her crew and record minutes on the prescribed form.
- Provide a regular inspection for unsafe practices and conditions, and ensure prompt corrective action to eliminate causes of accidents.

**Employees:**

- Carry out their work in a manner that will not create a hazard to their own safety and health or the safety and health of other employees.
- Assist site supervision in the reduction and controlling of accident producing conditions and unsafe acts on the work site.
- Report any accidents, incidents, near misses and/or injuries immediately to their supervisor.
- Report any anticipated loss of work time to his/her supervisor as soon as possible after being treated by a physician following injury.

**Safety Administrator:**

- Responsible for daily administration of Safety Program on site.
- Post all Safety bulletins, Safety posters and Safety rules and regulations.
- Assist project Director(s) in accident investigations, analysis and preparation of accident reports and summaries.
- Ensure that pertinent safety reports are submitted as required.
- Prepare descriptions of identified unsafe conditions and the steps taken to correct these conditions.
- Maintain a list of safety equipment purchased.
- Prepare a copy of inspection reports on equipment.
- Prepare a copy of Field Safety Inspection check lists.
- Ensure that corrective action has been taken whenever deficiencies are identified.
- Assist with Safety seminars or training.
- Maintain current knowledge of Safety literature, regulations and codes of practice.
- Establish schedules of inspection.
- Review the accident reports to keep informed about the project and municipal safety performance.

**Note:** On projects where a Safety administrator has not been assigned, the duties described above become part of the Director's duties.

**First Aid Personnel:**

For all jobs the Director will appoint adequate person(s) to provide such first aid services as may be required given the nature of the job-site and government regulations. The person(s) appointed to this position shall possess an appropriate Certificate in First Aid in accordance with the relevant Occupational Health and Safety Regulations and must be available at all times to administer first aid.

- Administer first aid as required.
- Maintain a first aid log.
- Requisition all first aid supplies and equipment.
- Maintain relations with physicians, W.C.B., ambulance services and hospitals.
- Coordinate the transportation of injured employees to a physician's office or hospital.
- Assist Safety Officer when necessary.
- Provide health education materials or instruction to all on-site employees as required.

<b>POLICY:</b>	<b>SA 001</b>	<b>MUNICIPAL SAFETY POLICY</b>
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<b>APPROVAL DATE AND MOTION:</b>	June 1997 (36-06-97)	<b>CROSS-REFERENCE:</b>	OHS Act, Regulations and Code.
<b>RESPONSIBILITY:</b>	Safety	<b>APPENDICES:</b>	
<b>APPROVER:</b>	Council	<b>EFFECTIVE DATE:</b>	June 1997
<b>REVISION DATE(S)/ MOTION #</b>	February 2002 (34-02-02) January 23, 2017 (2017-01-59)	<b>NEXT REVIEW DATE:</b>	

## 1. DEFINITIONS

- 1.a. **County** means the County of Vermilion River.
- 1.b. **Employee(s)** means an employee of the County of Vermilion River.
- 1.c. **OHS** means Occupational Health and Safety.
- 1.d. **Health and Safety Coordinator** is the person employed by the County of Vermilion River in the role of Health and Safety Coordinator on the organizational chart.
- 1.e. **Supervisors** are the immediate supervisor of the employee or activity on the work site.
- 1.f. **WCB** mean the Workers Compensation Board.

## 2. POLICY STATEMENT

- 2.a. The personal health, safety, psychological and social well-being of each **employee** of the County of Vermilion River is of primary importance. The prevention of occupationally induced injuries and illnesses is of such consequence that it will be given priority over operating productivity where necessary.

## 3. OBJECTIVE

- 3.a. The County of Vermilion River is committed to a strong health and safety program that protects its **employees**, contractors, the environment and the public. Our goal is to provide an injury and

incident free workplace by implementing and maintaining a comprehensive Health and Safety Management System.

## 4. BACKGROUND

- 4.a. The Municipal Safety Policy outlines the responsibilities of the **County**, Managers, **Supervisors**, and workers regarding health and safety in conjunction with the Internal Responsibility System.

## 5. GUIDING PRINCIPLES

The County of Vermilion River's safety and health program will involve:

- 5.a. Providing reasonable mechanical and physical safeguards to mitigate hazards.
- 5.b. Conducting a program of health and safety inspections to find and eliminate unsafe working conditions and practices, to control health hazards, and to comply fully with the health and safety standards for every job.
- 5.c. Training all **employees** in good health and safety practices.
- 5.d. Providing necessary personal protective equipment and instructions for its use and care.
- 5.e. Developing and enforcing health and safety rules and requiring that **employees** corporate with these rules as a condition of their employment.
- 5.f. Investigating every incident promptly and thoroughly to find the cause and to implement corrective actions to mitigate recurrence.
- 5.g. The County of Vermilion River recognizes that the responsibility for health and safety is shared:
  - 5.g.i. The employer accepts the responsibility for leadership of the Health and Safety program for its effectiveness and improvement,
  - 5.g.ii. **Supervisors** are responsible for developing the proper attitudes towards Health and safety in themselves and those they supervise and for ensuring that all operations are performed with the upmost regard for the Health and Safety of all personnel involved.
  - 5.g.iii. **Employees** are responsible for the wholehearted, genuine cooperation with all aspects of the Health and Safety program,

including compliance with all rules and regulations and for continually practicing safety while performing their duties.

- 5.h. The safety information in this policy does not take precedence over OHS Regulations. All **employees** should be familiar with the OHS Act, Regulations and Code.

5.i. **ASSUMING OF RESPONSIBILITY AND ACCOUNTABILITY FOR SAFETY**

5.i.i. **Health and Safety Coordinator**

- 5.i.i.a Provide a statement of Policy relating to the Health and Safety Program. The statement provides a commitment and philosophy that sets levels of expectations for safety performance throughout the organization.
- 5.i.i.b Promoting safety awareness and compliance.
- 5.i.i.c Maintain overall control of the Safety and Loss Prevention Program direction.
- 5.i.i.d Ensure all established safety policies are administered and enforced in all areas.
- 5.i.i.e Ensure that all field operations personnel are aware of and effectively practice the policies and procedures set out in the Safety Program.
- 5.i.i.f Responsible for daily administration of the Health and Safety Program.
- 5.i.i.g Post safety rules and regulations, bulletins, and posters.
- 5.i.i.h Assist in incident investigations, analysis, and preparation of incident reports and summaries.
- 5.i.i.i Ensure that pertinent safety reports are submitted as required.
- 5.i.i.j Ensure that corrective actions have been taken whenever deficiencies are identified.
- 5.i.i.k Assist with safety seminars and or training.
- 5.i.i.l Keep up to date with current safety literature, regulations and codes of practice.

5.i.ii. **Directors**

- 5.i.ii.a Ensure implantation and maintenance of the established safety policies on specific projects within their respective areas of the **County**.



- 5.i.ii.b Ensure the maintenance of the highest standards of performance with respect to the safety program on their respective jobsites. They are also accountable for the safe performance of personnel and equipment on their projects.
- 5.i.ii.c Implement a site safety program and develop a clear understanding of safety responsibilities and specific duties for each foreman and or **supervisor**. The Director/Manager must be knowledgeable of and responsible for complying with all regulations, laws and codes.
- 5.i.i.g Along with the **Health and Safety Coordinator** accompany government OHS Inspector during project inspection. If they are not available, the Director will assign another **supervisor** for the inspection.
- 5.i.i.h Be aware of the hazards that exist for the short term, temporary, and new hire workers who are new to activities. Ensure they receive New **Employee** Orientation before they are allowed to start work. New **employees** should be assigned to work with other **employees** who are familiar with the project and are aware of any specific safety rules and regulations that are in force.
- 5.i.iii. **Supervisors/Foremen**
  - 5.i.iii.a Provide safe working conditions for all workers under their supervision.
  - 5.i.iii.b Provide instructions to workers in safe work procedures. As part of routine duties, the **supervisor** shall require **employees** to use the necessary personal protective equipment as appropriate,
  - 5.i.iii.c Correct physical conditions which are liable to cause or have caused incidents.
  - 5.i.iii.d Investigate accidents, incidents or near misses to determine the underlying causes. These must be reported in detail to the Director and the **Health and Safety Coordinator**, and ensure the required report forms are completed on a timely basis.
  - 5.i.iii.e Provide a good example for **employees** by always directing and performing work in a safe manner.

- 5.i.iii.f Conduct regular inspections for unsafe practices and conditions and ensure corrective actions are put into place.
- 5.i.iii.g Work in cooperation with other project supervisory personnel in determining safe practices, enforcing their observance, developing procedures for dealing with violations and developing other general safety and accident prevention.
- 5.i.iii.h Provide **employees** with information about the hazards on the job and how to avoid them.
- 5.i.iii.i Maintain a housekeeping standard and assign definite responsibilities to individuals for good housekeeping.
- 5.i.iii.j Enforce all established safety regulations and work methods. Take disciplinary action as necessary to ensure compliance with the rules.
- 5.i.iii.k Provide a minimum of one toolbox meeting monthly or more frequent if required with their crew and record the minutes on the prescribed form.
- 5.i.iv. **Employees**
  - 5.i.iv.a Carry out their work in a manner that will not create a hazard to their own health and safety or the health and safety of other **employees**.
  - 5.i.iv.b Assist site supervision in the reduction and controlling of accident producing conditions and unsafe acts on the worksite.
  - 5.i.iv.c Report any accidents, incidents, near misses and or injuries immediately to their **supervisor**.
  - 5.i.iv.d Report any anticipated loss of work time to their **supervisor** as soon as possible after being treated by a physician following an injury.
- 5.i.v. **First Aid Personnel**
  - 5.i.vi.a For all jobs, first aid personnel will be identified to provide such first aid services as may be required given the nature of the jobsite and government regulations. The person(s) appointed to this position shall possess an appropriate First Aid Certificate in accordance with Occupational Health and Safety regulations and must be available at all times to administer first aid.

- 5.i.vi.b Administer first aid as required.
- 5.i.vi.c Maintain a first aid log
- 5.i.vi.d Requisition all first aid supplies and equipment.
- 5.i.vi.g Assist **Health and Safety Coordinator** when necessary.
- 5.i.vi.h Provide health education materials or instruction to all on-site **employees** as required.

## 6. ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE(S) OF PERSON RESPONSIBLE
<b>HANDLING INQUIRIES</b>	<b>Health and Safety Coordinator</b>
<b>MONITORING REVIEWS AND REVISIONS</b>	<b>Health and Safety Coordinator</b>
<b>IMPLEMENTING POLICY</b>	Council
<b>COMMUNICATING POLICY</b>	Chief Administrative Officer
<b>INTERNAL STAKEHOLDERS</b>	Staff
<b>EXTERNAL STAKEHOLDERS</b>	External partners

## 7. POLICY EVALUATION

- 7.a. To be reviewed every three (3) years.
- 7.b. Needs assessment if required
- 7.c. Process evaluation to measure whether the policy is meeting its intended objective; and
- 7.d. Outcome evaluation to determine whether the policy has met its objectives and whether additional opportunities for improvement in the policy can be identified.

<b>POLICY:</b>	<b>SA 001</b>	<b>MUNICIPAL SAFETY POLICY</b>
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<b>APPROVAL DATE AND MOTION:</b>	June 1997 (36-06-97)	<b>CROSS-REFERENCE:</b>	<u>OHS Act, Regulations and Code.</u>
<b>RESPONSIBILITY:</b>	Safety	<b>APPENDICES:</b>	
<b>APPROVER:</b>	Council	<b>EFFECTIVE DATE:</b>	June 1997
<b>REVISION DATE(S)/ MOTION #</b>	February 2002 (34-02-02) January 23, 2017 (2017-01-59)	<b>NEXT REVIEW DATE:</b>	

## 1. DEFINITIONS

- 1.a. **County** means the County of Vermilion River.
- 1.b. **Employee(s)** means an employee of the County of Vermilion River.
- 1.c. **OHS** means Occupational Health and Safety.
- 1.d. **Health and Safety Coordinator** is the person employed by the County of Vermilion River in the role of Health and Safety Coordinator on the organizational chart.
- 1.e. **Supervisors** are the immediate supervisor of the employee or activity on the work site.
- 1.f. **WCB** mean the Workers Compensation Board.

## 2. POLICY STATEMENT

- 2.a. The personal health, safety, psychological and social well-being ~~safety and health~~ of each employee of the County of Vermilion River is of primary importance. The prevention of occupationally induced injuries and illnesses is of such consequence that it will be given priority over operating productivity where necessary. ~~To the greatest degree possible, the County Council will provide all mechanical and physical facilities required for personal safety and health in keeping with the highest standards.~~
- ~~2.b. The County of Vermilion River will maintain a safety and health program to the best practices of organizations of this type. To be~~

~~successful, such a program must start with proper attitudes towards injury and illness prevention on the part of both supervisors and employees. It also requires cooperation in all safety and health matters, not only between supervisor and employee, but also between each employee and his or her co-workers. Only through such a cooperative effort can a safety program of all be established and preserved in the best interest.~~

### 3. OBJECTIVE

- 3.a. ~~The County of Vermilion River's- is committed to a strong health and safety program that protects its employees, contractors, the environment and the public. objective is a safety and health program that will reduce the number of injuries and illnesses to an absolute minimum, not merely in keeping with, but surpassing, the best experience of operations similar to the County's. Our goal is to provide an injury and incident free workplace by implementing and maintaining a comprehensive Health and Safety Management System. The County's goal is zero accidents and injuries.~~

### 4. BACKGROUND

- 4.a. ~~The Municipal Safety Policy outlines the responsibilities of the County, Managers, Supervisors, and workers regarding health and safety in conjunction with the Internal Responsibility System.~~

~~4.~~

### 5. GUIDING PRINCIPLES

The County of Vermilion River's safety and health program will involve:

- 5.a. ~~Providing mechanical and physical safeguards to the maximum extent possible~~ reasonable mechanical and physical safeguards to mitigate hazards.
- 5.b. Conducting a program of health and safety inspections to find and eliminate unsafe working conditions and practices, to control health hazards, and to comply fully with the health and safety standards for every job.
- 5.c. Training all employees in good health and safety practices.
- 5.d. Providing necessary personal protective equipment and instructions for its use and care.
- 5.e. Developing and enforcing health and safety rules and requiring that employees corporate with these rules as a condition of their employment.

- 5.f. Investigating every incident promptly and thoroughly to find ~~out what caused it and to correct the problem so that it won't happen again the cause and to implement corrective actions to mitigate reoccurrence.~~
- 5.g. The County of Vermilion River recognizes that the responsibility for health and safety is shared:
  - 5.g.i. The employer accepts the responsibility for leadership of the Health and Safety program for its effectiveness and improvement, ~~and for providing the safeguards required to ensure safe conditions.~~
  - 5.g.ii. Supervisors are responsible for developing the proper attitudes towards Health and safety in themselves and those they supervise and for ensuring that all operations are performed with the upmost regard for the Health and Safety of all personnel involved.
  - 5.g.iii. Employees are responsible for the wholehearted, genuine cooperation with all aspects of the Health and Safety program, including compliance with all rules and regulations and for continually practicing safety while performing their duties.
- 5.h. The safety information in this policy does not take precedence over OHS Regulations. All employees should be familiar with the OHS Act, Regulations and Code.
- 5.i. **ASSUMING OF RESPONSIBILITY AND ACCOUNTABILITY FOR SAFETY**
  - 5.i.i. **Health and Safety Coordinator**
    - 5.i.i.a Provide a statement of Policy relating to the Health and Safety Program. The statement provides a commitment and philosophy that sets levels of expectations for safety performance throughout the organization.
    - ~~5.i.i.b~~ Promoting safety awareness and compliance.
    - 5.i.i.~~cb~~ Maintain overall control of the Safety and Loss Prevention Program direction.
    - 5.i.i.~~de~~ Ensure all established safety policies are administered and enforced in all areas.
    - 5.i.i.~~ed~~ Ensure that all field operations personnel are aware of and effectively practice the policies and procedures set out in the Safety Program.

- 5.i.i.f Responsible for daily administration of the Health and Safety Program.
- 5.i.i.g Post safety rules and regulations, bulletins, and posters.
- 5.i.i.h Assist in incident investigations, analysis, and preparation of incident reports and summaries.
- 5.i.i.i Ensure that pertinent safety reports are submitted as required.
- 5.i.i.j Ensure that corrective actions have been taken whenever deficiencies are identified.
- 5.i.i.k Assist with safety seminars and or training.
- 5.i.i.l Keep up to date with current safety literature, regulations and codes of practice.

5.i.ii. **Directors**

- 5.i.ii.a Ensure implantation and maintenance of the established safety policies on specific projects within their respective areas of the County.
- 5.i.ii.b Ensure the maintenance of the highest standards of performance with respect to the safety program on their respective jobsites. They are also accountable for the safe performance of personnel and equipment on their projects.
- 5.i.ii.c Implement a site safety program and develop a clear understanding of safety responsibilities and specific duties for each foreman and or supervisor. The Director/Manager must be knowledgeable of and responsible for complying with all regulations, laws and codes.
- 5.i.ii.d ~~Hold at least one Safety meeting monthly or more frequently, if required, with foreman to review Safety conditions and general Safety policies. Ensure that subtrades and foreman conduct monthly or more frequent, if required, toolbox meetings. Where there are only a few employees, the Director shall conduct a monthly or more frequent if required toolbox meeting with all project personnel in attendance.~~
- 5.i.i.e ~~Arrange for the recording of minutes of Safety committee meetings and forward copies to the Manager.~~



- 5.i.i.f ~~Make daily observations of Safety activities on the project.~~
  - 5.i.i.g Along with the Health and Safety Coordinator  
aAccompany government ~~O.H.&S~~ OHS Inspector during project inspection. If ~~he/she~~ they is are not available, the Director will assign another Supervisor for the inspection.
  - 5.i.i.h Be aware of the hazards that exist for the short term, temporary, and new hire workers who are new to activities. Ensure ~~that new hires receive detailed safety instructions before they are allowed to start work~~ they receive New Employee Orientation before they are allowed to start work. New employees should be assigned to work with other employees who are familiar with the project and are aware of any specific safety rules and regulations that are in force.
  - 5.i.i.i ~~Formulate a detailed hiring route for all the employees which includes a review of the project Safety rules and regulations prior to starting work (New Hire Orientation).~~
- 5.i.iii. **Supervisors/Foremen**
- 5.i.iii.a Provide safe working conditions for all workers under their supervision.
  - 5.i.iii.b Provide instructions to workers in safe work procedures. As part of routine duties, the supervisor shall require employees to use the necessary personal protective equipment as appropriate, ~~eg. Hard hats, goggles, masks, respirators, safety glasses or other items deemed necessary.~~
  - 5.i.iii.c Correct physical conditions which are liable to cause or have caused incidents.
  - 5.i.iii.d ~~Undertake the investigation~~ Investigate ~~of~~ accidents, incidents or near misses to determine the underlying causes. These must be reported in detail to the Director and the Health and Safety Coordinator, and ensure the required report forms are completed on a timely basis.
  - 5.i.iii.e Provide a good example for employees by always directing and performing work in a safe manner.



- 5.i.iii.f Conduct regular inspections for unsafe practices and conditions and ensure ~~prompt~~ corrective actions are put into place to eliminate causes of accidents.
- 5.i.iii.g Work in cooperation with other project supervisory personnel in determining safe practices, enforcing their observance, developing procedures for dealing with violations and developing other general safety and accident prevention.
- 5.i.iii.h Provide ~~each~~ employees with information about the hazards on the job and how to avoid them.
- 5.i.iii.i Maintain a housekeeping standard and assign definite responsibilities to individuals for good housekeeping.
- 5.i.iii.j Enforce all established safety regulations and work methods. Take disciplinary action as necessary to ensure compliance with the rules.
- 5.i.iii.k Provide a minimum of one toolbox meeting monthly or more frequent if required with their crew and record the minutes on the prescribed form.
- 5.i.iii.l ~~Provide a regular inspection for unsafe practices and conditions, and ensure prompt corrective action to eliminate causes of accidents.~~

5.i.iv. **Employees**

- 5.i.iv.a Carry out their work in a manner that will not create a hazard to their own health and safety or the health and safety of other employees.
- 5.i.iv.b Assist site supervision in the reduction and controlling of accident producing conditions and unsafe acts on the worksite.
- 5.i.iv.c Report any accidents, incidents, near misses and or injuries immediately to their supervisor.
- 5.i.iv.d Report any anticipated loss of work time to their supervisor as soon as possible after being treated by a physician following an injury.

~~5.i.v. **Safety Administrator**~~

- ~~5.i.v.a Responsible for daily administration of Safety Program on site.~~

- ~~5.i.v.b — Post all safety bulletins, safety posters, and safety rules and regulations.~~
- ~~5.i.v.c — Assist project Director(s) in accident investigations, analysis and preparation of accident reports and summaries.~~
- ~~5.i.v.d — Ensure that pertinent safety reports are submitted as required.~~
- ~~5.i.v.e — Prepare descriptions of identified unsafe conditions and the steps taken to correct these conditions.~~
- ~~5.i.v.f — Maintain a list of safety equipment purchased.~~
- ~~5.i.v.g — Prepare a copy of inspection reports on equipment.~~
- ~~5.i.v.h — Prepare a copy of Field Safety Inspection check lists.~~
- ~~5.i.v.i — Ensure that corrective action has been taken whenever deficiencies are identified.~~
- ~~5.i.v.j — Assist with safety seminars or training.~~
- ~~5.i.v.k — Maintain current knowledge of safety literature, regulations and codes of practice.~~
- ~~5.i.v.l — Establish schedules of inspection.~~
- ~~5.i.v.m — Review the accident reports to keep informed about the project and municipal safety performance.~~
- ~~5.i.v.n — On projects where a safety administrator has not been assigned, the duties described above become part of the Director's duties.~~

#### 5.i.vi.5.i.v. First Aid Personnel

- 5.i.vi.a For all jobs, ~~the Director will appoint adequate persons~~ first aid personnel will be identified to provide such first aid services as may be required given the nature of the jobsite and government regulations. The person(s) appointed to this position shall possess an appropriate ~~Certificate in~~ First Aid Certificate in accordance with ~~the relevant~~ Occupational Health and Safety regulations and must be available at all times to administer first aid.
- 5.i.vi.b Administer first aid as required.
- 5.i.vi.c Maintain a first aid log
- 5.i.vi.d Requisition all first aid supplies and equipment.

- 5.i.vi.e ~~Maintain relations with physicians, WCB, ambulance services and hospitals.~~
- 5.i.vi.f ~~Coordinate the transportation of injured employees to a physician's office or hospital.~~
- 5.i.vi.g Assist Health and Safety Coordinator when necessary.
- 5.i.vi.h Provide health education materials or instruction to all on-site employees as required.

## 6. ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE(S) OF PERSON RESPONSIBLE
<b>HANDLING INQUIRIES</b>	Health and Safety Coordinator
<b>MONITORING REVIEWS AND REVISIONS</b>	Health and Safety Coordinator
<b>IMPLEMENTING POLICY</b>	Council
<b>COMMUNICATING POLICY</b>	Chief Administrative Officer
<b>INTERNAL STAKEHOLDERS</b>	Staff
<b>EXTERNAL STAKEHOLDERS</b>	External partners

## 7. POLICY EVALUATION

7.a. To be reviewed every three (3) years.

7.a.7.b. Needs assessment if required

7.b.7.c. Process evaluation to measure whether the policy is meeting its intended objective; and

7.c.7.d. Outcome evaluation to determine whether the policy has met its objectives and whether additional opportunities for improvement in the policy can be identified.

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**RESCIND POLICY SA 005 PERSONAL PROTECTIVE EQUIPMENT**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind policy SA 005 Personal Protective Equipment.

### **DETAILS**

Background: Safety policy SA 005 Personal Protective Equipment was originally approved in June of 1997 and was last reviewed in January of 2017. The policy outlines the requirement for the use of personal protective equipment by employees to provide additional protection from injury.

Discussion: A policy is a statement from Council about a discretionary duty or standard of performance the County will or will not do. It addresses recurrent issues to provide guidelines setting out the level and manner the County will perform the service.

A directive is an action-oriented statement from the Chief Administrative Officer. Directives are intended to address recurrent issues, deal with issues that affect employees, and address internal issues that have interdepartmental impact.

Safety Policy SA 005 Personal Protective Equipment is a relatively short policy that outlines the procedural approach to the use of Personal Protective Equipment. With the overall policy being primarily procedural and having other legislation, regulations and policies that guide the health and safety program in place, Administration recommends that this policy be rescinded and turned into a Directive as shown in the attachments.

Relevant Policy/Legislation Practices:

SA 005 – Personal Protective Equipment

OHS Act - Regulation and Code



Desired Outcome (s): THAT the County of Vermilion River Policies and Priorities Committee recommend that the County of Vermilion River rescind Safety Policy SA 005 Personal Protective Equipment.

Response Options:

1. To accept Administrations recommendation to rescind the policy and implement as a Directive.
2. To keep the policy in place and have it updated.

## IMPLICATIONS OF RECOMMENDATION

Implementation: Upon rescinding of the Policies, Directives will be implemented.

## ATTACHMENTS

SA 005 (1<sup>st</sup> Revision); Personal Protective Equipment (2017-01)

Directive SA 001 Personal Protective Equipment Draft

PREPARED BY: Jennifer Robertson, PW Admin Lead for Chris Neureuter, Health and Safety Coordinator

DATE: May 13, 2025

<b>POLICY NO:</b>	SA 005
<b>POLICY TITLE:</b>	PERSONAL PROTECTIVE EQUIPMENT
<b>DEPARTMENT:</b>	SAFETY
<b>APPROVAL DATE:</b>	36-06-97 (June 1997)
<b>REVISION DATE:</b>	16-02-07 (February 13, 2007)
<b>REVIEW DATE:</b>	67-05-12 (May 22, 2012) ; 2017-01-16-PP (January 16, 2017)

**Introduction:**

Personal Protective Equipment (PPE) is the third and last means of protecting workers from injury. PPE is only employed when administrative and engineering controls are ineffective or insufficient. Hazards should be minimized, by ensuring that all jobs are well planned; that workers are properly trained; and that all safe work practices are followed. PPE then provides an additional degree of protection from injury.

**Types Of Personal Protective Equipment:**

Personal Protective Equipment (PPE) in our safety program generally falls into two categories.

1. The first category (Basic) is the PPE that should be worn at all times by all personnel in the workplace. This includes hard hats, safety footwear, safety goggles and appropriate clothing.
2. The second category (Specialized) covers PPE, which is used only for specific jobs or for protection from specific hazards. This includes gloves, welder's goggles, respiratory protective equipment, fall arresting equipment and special clothing.

**Policy:**

The following will be observed and practiced by the County of Vermilion River and employees when the County undertakes any job or contract.

- All employees, guests and visitors will wear CSA approved Personal Protective Equipment as required for the job site – if individuals wear contact lens then safety goggles will be required or they will have to revert to using regular eye glasses.
- All Personal Protective Equipment used by the County will be within the requirements of O. H. & S. regulations and CSA standards.
- All Personal Protective Equipment used by the County will be maintained in accordance with manufacturer's instructions and requirements.
- County issued Personal Protective Equipment will be inspected at the time of issuance

and before each use by the employee using Personal Protective Equipment.

- All Personal Protective Equipment that is of questionable reliability, damaged, or in need of service or repair will be removed from service immediately.
- All Personal Protective Equipment that has been removed from service will be tagged **“OUT OF SERVICE”**. Any Personal Protective Equipment tagged **“OUT OF SERVICE”** will not be returned to service until repaired and inspected by a qualified person.
- The County will maintain appropriate inspection and service logs for speciality Personal Protective Equipment.
- No piece of Personal Protective Equipment will be modified or changed to contrary to manufacturer’s instructions or specifications or O. H. & S. Regulations.

Note: The safety information in this policy does not take precedence over O. H. & S. Regulations. All employees should be familiar with the O. H. & S. Act and Regulations.

<b>Directive Title:</b>	Personal Protective Equipment
<b>Directive Number:</b>	SA 001
<b>Date of Approval:</b>	
<b>Department Sponsored by:</b>	Public Works

## 1. Purpose:

The purpose of this directive is to ensure where hazards cannot be eliminated or the risk mitigated by the implementation of engineering controls, administrative controls, and/or substitution of materials, appropriate personal protective equipment will be used to minimize the opportunity for injury.

## 2. Objective:

The objective of this directive is to minimize injuries to **employees** by ensuring the use of proper personal protective equipment. All precautions must be taken to control or eliminate hazards on **worksites**. All **employees** will be trained in the proper care, use, limitations and assigned maintenance of the **PPE** that they are required to use.

## 3. Definitions:

<b>County</b>	County of Vermilion River (the "County").
<b>Chief Administrative Officer or CAO</b>	Chief Administrative Officer of the County of Vermilion River, or their designate
<b>CSA</b>	Canadian Standards Association recognized for its leadership in standards development, testing, inspection and Certification.
<b>Employee(s)</b>	Employee of the County of Vermilion River.
<b>Health and Safety Coordinator</b>	Person employed by the County of Vermilion River in the role of Health and Safety Coordinator on the organizational chart.
<b>PPE</b>	Personal Protective Equipment
<b>OHS</b>	Occupational Health and Safety
<b>Worksite(s)</b>	A location where work for the benefit of the County of Vermilion River is being completed.

## 4. Scope:

- 4.1 The **County** will require the use of **PPE** by **employees**, contractors, and guests on **County worksites** to minimize the opportunity for injury.
- 4.2 The **PPE** required for a **worksite** will be determined by the hazard assessment completed for the specific **worksite**.
- 4.3 **PPE** in our safety program generally falls into two categories:



- 4.2.a The first category (Basic) is the **PPE** that should be worn at all times by all personnel on the **worksite**. This includes but is not limited to hard hats, safety footwear, safety goggles and appropriate clothing.
- 4.2.b The second category (Specialized) covers **PPE**, which is used only for specific jobs or for protection from specific hazards. This includes but is not limited to gloves, welder's goggles, respiratory protective equipment, fall arresting equipment and special clothing.

## 5. Directive Instructions:

- 5.1 All **employees**, contractors and guests will be required to use **CSA** certified **PPE** as required for the **worksite**.
- 5.2 All **PPE** used by the **County** will adhere to the requirements of **OHS** regulations and **CSA** standards.
- 5.3 All **PPE** used by the **County** will be maintained in accordance with manufacturer's instructions and requirements.
- 5.4 **County** issued **PPE** will be inspected at the time of issuance and before each use by the **employee** using it.
- 5.5 All **PPE** that is of questionable reliability, damaged, or in need of service or repair will be removed from service immediately.

## 6. Penalty:

- 6.1. Any member of Staff found to be in violation of this Directive may be subjected to a disciplinary action. Such action may be dependent upon the nature of the breach of this Directive; discipline may range from a verbal warning to dismissal with cause.

## 7. Responsibility:

- 7.1. The Chief Administrative Officer shall review and approve all Directives.
- 7.2. Administration shall administer the Directive.
- 7.3. The sponsoring department shall be responsible for updating the Directive.

## 8. Signatures:

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Chief Administrative Officer

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Director/ General Manager

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Date

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Date

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**RESCIND POLICY SA 009 SAFETY POINT PROGRAM**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy SA 009 Safety Point Program.

### **DETAILS**

Background: Safety policy SA 009 Safety Points Program was originally approved in March of 2002 and was last revised February of 2015. The policy outlines how employees earn Safety Points and become eligible to receive Safety Awards.

Discussion: A policy is a statement from Council about a discretionary duty or standard of performance the County will or will not do. It addresses recurrent issues to provide guidelines setting out the level and manner the County will perform the service.

A directive is an action-oriented statement from the Chief Administrative Officer. Directives are intended to address recurrent issues, deal with issues that affect employees, and address internal issues that have interdepartmental impact.

Safety Policy SA 009 Safety Points Program is a relatively short policy that outlines the procedural approach to how employees earn Safety Points and how Safety Awards are determined. With the overall policy being primarily procedural, internal, and deals with issues that impact employees only, Administration recommends that this policy be rescinded and turned into a Directive as shown in the attachments.

Relevant Policy/Legislation Practices:

SA 009 – Safety Points Program

1. Desired Outcome (s): To accept Administration recommendation to rescind the policies and implement as a Directive.



2. To keep the policy in place and have it updated.

Response Options: THAT the County of Vermilion River Policies and Priorities Committee recommend that the County of Vermilion River rescind Policy SA 009 Safety Point Program.

## IMPLICATIONS OF RECOMMENDATION

Implementation: Upon rescinding the Policy, Directive will be implemented.

## ATTACHMENTS

SA 009 (2<sup>nd</sup> Revision); Safety Points Program (2015)

Directive SA 002 Safety Awards Draft

PREPARED BY: Jennifer Robertson, PW Admin Lead for Chris Neureuter, Health & Safety Coordinator

DATE: May 13, 2025

<b>POLICY NO:</b>	SA 009
<b>POLICY TITLE:</b>	SAFETY POINTS PROGRAM
<b>DEPARTMENT:</b>	SAFETY
<b>APPROVAL DATE:</b>	20-03-02 (March 2002)
<b>REVISION DATE:</b>	45-08-08; 47-02-15 (February 24, 2015)
<b>REVIEW DATE:</b>	

**Purpose:**

The purpose of this policy is to provide awards to employees of the County of Vermilion River who have safe work habits

**Policy:****A. Full Time Employees - 200 Hours per Month Basis**

0.05 per Hour Worked

- Points for every hour worked including overtime
- .05 Points earned for hours worked
- No points for sick, holidays, lieu time etc.
- Points deducted on lost time incident, after incident investigation is complete
- Number of points deducted will be determined on the seriousness of the incident
- Points can be deducted from more than one employee for an incident depending on investigation. According to investigation policy/directive (P-10)
- All other incidents will be according to general safety rules in safety manual page GSR – 4 rule #28
- Safety awards after 240, 600, 840, 1200, accumulated points.
- Upon termination points are lost or if seasonal workers do no return the next full season points are also lost
- Awards to be handed out at Spring BBQ

**B. Casual Employees**

- Casual employees have to work a minimum of 300 hours to receive an award, E.g.. Stainless steel coffee mug with County Logo and Safety Award on it.
- Upon termination points are lost, or if seasonal workers do no return the next full season; points are also lost

## **Awards to be handed out at Spring BBQ**

### **Demerit System**

- Warning Level 1 – 10 Points (Minor)
  - E.g.. PPE, Smoking at fuel tank, Speeding, Failure to respect near miss
- Warning Level 2 – 20 Points (Moderate)
  - E.g.. Safety Guards, 3 Minor Warnings, Performing unsafe act, incidents pertaining to Policy P-10
- Warning Level 3 – 60 Points (Serious)
  - E.g.. Last time incident as reviewed through investigation & safety committee, Miss use of County property, third party incident through investigation & safety committee
- Warning Level 4 – Lose all Points
  - E.g.. All points & job

**Warnings are decided by the Safety Committee to determine how many points are lost after investigation is done.**

### **Budget**

Split between all departments to cover cost based generally on # of employees and hazards in that department.

### **Awards**

- 240 Points     .05 Points x 4800 Hours = 240Points
  - Value \$150 E.g.
- 600 Points     .05 Points x 12000 Hours = 600 Points
  - Value \$300 E.g.
- 840 Points     .05 Points x 16800 Hours = 840 Points
  - Value \$450 E.g.
- 1200 Points    .05 Points x 24000 Hours = 1200 Points
  - Value \$600 E.g.
- 1560 Points    .05 Points x 31200 Hours = 1560 Points
  - Value \$750 E.g.

WCB Rebate to be put in reserve to cover cost of awards and Barbecues

To be reviewed yearly for possible adjustments to the budget.

**Awards to be updated, as prices subject to change**

<b>Directive Title:</b>	Safety Awards
<b>Directive Number:</b>	SA 002
<b>Date of Approval:</b>	
<b>Department Sponsored by:</b>	Public Works

## 1. Purpose:

The purpose of this directive is to outline how awards will be provided to employees of the County of Vermilion River to recognize their contribution to a safe work environment.

## 2. Objective:

The objective of this directive is to recognize the contributions of employees towards the health and safety program by giving safety awards to employees based on points earned for hours worked.

## 3. Definitions:

<b>County</b>	County of Vermilion River (the "County").
<b>Chief Administrative Officer or CAO</b>	Chief Administrative Officer of the County of Vermilion River, or their designate
<b>Permanent Full Time Employee(s)</b>	An employee of the County of Vermilion River employed for an indefinite duration who regularly works full-time equivalent hours or more each week.
<b>Permanent Part Time Employee(s)</b>	An employee of the County of Vermilion River employed for an indefinite duration who regularly works less than full-time equivalent hours each week.
<b>Permanent Seasonal Employee(s)</b>	An employee of the County of Vermilion River employed for an indefinite duration that exceeds eight (8) consecutive months but is less than twelve (12) consecutive months within that time period.
<b>Seasonal Employee(s)</b>	An employee of the County of Vermilion River employed for a definite duration regardless of the hours worked (part or full time equivalent) that does not exceeds eight (8) consecutive months within that time period.
<b>Casual Employee(s)</b>	An employee of the County of Vermilion River employed on an intermittent basis, who may

	elect to work or not to work for a temporary period when requested to do so.
<b>Temporary Employee(s)</b>	An employee of the County of Vermilion River employed for a defined period regardless of the hours worked (full or part time equivalent hours).
<b>Health and Safety Coordinator</b>	The person employed by the County of Vermilion River in the role of Health and Safety Coordinator on the organizational chart.

#### 4. Scope:

- 4.1 Permanent Full Time, Permanent Part Time, Permanent Seasonal and Seasonal Employees:
  - 4.1.1 Safety Points are earned for every hour worked including overtime.
  - 4.1.2 .05 Safety Points are earned for each hour worked.
  - 4.1.3 No Safety Points are earned for hours paid for sick, holidays, lieu time etc.
  - 4.1.4 Safety Points Awards will be given based on total points accumulated in accordance with clause 5.2 below
  - 4.1.5 Upon termination and retirement all accumulated Safety Points are lost.
  - 4.1.6 If seasonal workers do not return the next full season all accumulated Safety Points are lost.
  - 4.1.7 Permanent Full Time, Permanent Part Time, Permanent Seasonal and Seasonal Employees are eligible to receive Safe Work Practice Awards.
- 4.2 Casual and Temporary Employees
  - 4.2.1 Casual and Temporary employees are not eligible to earn Safety Points to receive the Safety Point Awards.
  - 4.2.2 Casual and Temporary Employees are eligible to receive Safe Work Practice Awards.
- 4.3 Budget
  - 4.3.1 WCB Rebate to be put in reserve to cover cost of awards and Barbeques.

#### 5. Directive Instructions:

- 5.1 Safety Points Awards:
  - 5.1.1 Safety awards will be presented at the annual Safety BBQ.
  - 5.1.2 Safety awards will be presented based on the accumulation of points at 300 point increments with the value of the safety award increasing by \$150 each award cycle. This aligns with major milestones for long service for a majority of employees. The following chart shows the Safety Points Award earned based on the points accumulated for the first four award cycles (ten years of service for an employee working 10 hour days):

Hours Worked	Points Accumulated	Safety Award Value
6,000	300	\$150
12,000	600	\$300
18,000	900	\$450
24,000	1,200	\$600

**5.2 Safe Work Practice Awards:**

5.2.1 Safe Work Practice Awards will be given to employees at the discretion of their Supervisors or the Health and Safety Coordinator upon the observation of compliance with the Municipal Safety Policy.

5.2.2 Safe Work Practice Awards will be given at the time of observation.

5.2.3 The maximum value of the Safe Work Practice Awards is \$25.00.

5.3 The value of the Safety Point Awards and the Safe Work Practice Awards are subject to change.

**6. Penalty:**

6.1. Any member of Staff found to be in violation of this Directive may be subjected to a disciplinary action. Such action may be dependent upon the nature of the breach of this Directive; discipline may range from a verbal warning to dismissal with cause.

**7. Responsibility:**

7.1. The Chief Administrative Officer shall review and approve all Directives.

7.2. Administration shall administer the Directive.

7.3. The sponsoring department shall be responsible for updating the Directive.

**8. Signatures:**

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Chief Administrative Officer

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Director/ General Manager

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Date

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Date



**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**BYLAW 25-11 TAX PENALTY**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Bylaw 25-11, being a bylaw for the purpose of authorizing the imposition of property tax penalties for unpaid taxes as amended.

### **DETAILS**

Background:

At the Regular Council Meeting held on May 6, 2025, Council directed Administration to revise the Tax Penalty Bylaw to incorporate a five-business-day grace period between the first and second October penalty dates.

In accordance with this direction, Administration has prepared a revised version of the Tax Penalty Bylaw. The draft is presented for Council's review and further discussion, prior to final consideration at the May 27, 2025, Regular Council Meeting.

### **ATTACHMENTS**

Copy of Revised By-law

PREPARED BY: Viren

DATE: May 13, 2025

# THE COUNTY OF VERMILION RIVER

## BYLAW 25-11

### TAX PENALTY BYLAW

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF  
ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE IMPOSITION OF PROPERTY TAX  
PENALTIES FOR UNPAID TAXES**

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**A BYLAW** To provide for the addition of penalties on current and arrears of taxes and rescind Bylaw 24-05.

**WHEREAS** pursuant to sections 344, 345 and 346 of the Municipal Government Act, Council may impose penalties for non-payment of property taxes in the current year as well as for arrears on property tax; and

**WHEREAS** the Council of the County of Vermilion River deems it to be in public interest to define the terms of payment and impose penalties for non-payment so as to encourage the payment of taxes in the year in which they are levied; and

**NOW THEREFORE** The Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts as follows:

#### **Terms of Payment**

- Due Date

Current taxes, being taxes levied within the current taxation year, shall have a Due Date of October 1.

Supplementary taxes or the portion have a Due Date that is forty-five (45) days after the supplementary tax notice date.

## **Penalties Imposed for Late Payment**

<b>Tax Penalty Cutoffs</b>	<b>Penalty Date</b>	<b>Penalty rate</b>	<b>Note</b>
<b>Oct 1</b>	Oct 2	2%	On all balance
<b>Oct 8</b>	Oct 9	6%	On all balance
<b>Jan 15</b>	Jan 16	6%	On all balance
<b>May 1</b>	May 2	6%	On all balance
Supplementary portion of the Taxes			
45 <sup>th</sup> day of the Supplementary tax notice	46 <sup>th</sup> day of the Supplementary tax notice	8%	On Supplementary portion of the taxes

Should the Due Dates stated above fall on a non-business day for the County, the Due Date is deemed to fall on the next business day as per Interpretation act of Alberta, S. 22(1) Computation of time.

## **Rescinding of Penalties**

Rescinding of Penalties will be subject to the Policy # FI 015 - Tax Penalty Cancellation Policy.

## **Administrative Discretion**

Notwithstanding any penalties imposed under this Bylaw, the Chief Administrative Officer (CAO) may, for the purposes of administrative efficiency, waive the application of a penalty in the amount of twenty dollars (\$20.00) or less.

Such discretion shall be exercised in accordance with the principles of fair and equitable administration and shall not be interpreted as a general exemption from the penalty provisions of this Bylaw.

## **Rescind Bylaw 24-05**

Bylaw No. 24-05 is rescinded upon this Bylaw coming into effect.

This Bylaw shall come into effect as and from the third and final reading.

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving Third and Final Reading and being signed by the Reeve and Chief Administrative Officer.

Read this First time this \_\_\_\_\_ day of \_\_\_\_\_, 2025

Read this Second time this \_\_\_\_\_ day of \_\_\_\_\_, 2025

Read a Third and Final time and finally passed, this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**SIGNED** by the Reeve and Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_, 2025.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# THE COUNTY OF VERMILION RIVER

## BYLAW 25-11

### TAX PENALTY BYLAW

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE IMPOSITION OF PROPERTY TAX PENALTIES FOR UNPAID TAXES**

---

**A BYLAW** To provide for the addition of penalties on current and arrears of taxes and rescind Bylaw 24-05.

**WHEREAS** pursuant to sections 344, 345 and 346 of the Municipal Government Act, Council may impose penalties for non-payment of property taxes in the current year as well as for arrears on property tax; and

**WHEREAS** the Council of the County of Vermilion River deems it to be in public interest to define the terms of payment and impose penalties for non-payment so as to encourage the payment of taxes in the year in which they are levied; and

**NOW THEREFORE** The Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts as follows:

#### **Terms of Payment**

- Due Date

Current taxes, being taxes levied within the current taxation year, shall have a Due Date of October 1.

Supplementary taxes or the portion have a Due Date that is forty-five (45) days after the supplementary tax notice date.

**Commented [VT1]:** Rewrite the sentence

### Penalties Imposed for Late Payment

Tax Penalty Cutoffs	Penalty Date	Penalty rate	Note
Oct 1	Oct 2	2%	On all balance
Oct 8	Oct 9	6%	On all balance
Jan 15	Jan 16	6%	On all balance
May 1	May 2	6%	On all balance
Supplementary portion of the Taxes			
45 <sup>th</sup> day of the Supplementary tax notice	46 <sup>th</sup> day of the Supplementary tax notice	8%	On Supplementary portion of the taxes

**Commented [VT2]:** 5 Business Days gap between 2% penalty vs 6% penalty

Should the Due Dates stated above fall on a non-business day for the County, the Due Date is deemed to fall on the next business day as per Interpretation act of Alberta, S. 22(1) Computation of time.

### Rescinding of Penalties

Rescinding of Penalties will be subject to the Policy # FI 015 - Tax Penalty Cancellation Policy.

### Administrative Discretion

Notwithstanding any penalties imposed under this Bylaw, the Chief Administrative Officer (CAO) may, for the purposes of administrative efficiency, waive the application of a penalty in the amount of twenty dollars (\$20.00) or less.

**Commented [VT3]:** Administrative efficiency was added.

Remove broad exemption based on value and added the principal of Fair and equitable admin.

Such discretion shall be exercised in accordance with the principles of fair and equitable administration and shall not be interpreted as a general exemption from the penalty provisions of this Bylaw.

### Rescind Bylaw 24-05

Bylaw No. 24-05 is rescinded upon this Bylaw coming into effect.

This Bylaw shall come into effect as and from the third and final reading.

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving Third and Final Reading and being signed by the Reeve and Chief Administrative Officer.

Read this First time this \_\_\_\_\_ day of \_\_\_\_\_, 2025

Read this Second time this \_\_\_\_\_ day of \_\_\_\_\_, 2025

Read a Third and Final time and finally passed, this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**SIGNED** by the Reeve and Chief Administrative Officer this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# THE COUNTY OF VERMILION RIVER

## BYLAW 24-05

### TAX PENALTY BYLAW

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF  
ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE IMPOSITION OF PROPERTY TAX  
PENALTIES FOR UNPAID TAXES**

---

**A BYLAW** To provide for the addition of penalties on current and arrears of taxes and rescind Bylaw 23-09.

**WHEREAS** pursuant to sections 344, 345 and 346 of the Municipal Government Act, Council may impose penalties for non-payment of property taxes in the current year as well as for arrears on property tax; and

**WHEREAS** the Council of the County of Vermilion River deems it to be in public interest to define the terms of payment and impose penalties for non-payment so as to encourage the payment of taxes in the year in which they are levied; and

**NOW THEREFORE** The Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts as follows:

#### Terms of Payment

- Due Date

Current taxes have a Due Date of October 1.

Supplementary taxes or the portion have a Due Date that is forty-five (45) days after the supplementary tax notice date.



### **Penalties Imposed for Late Payment**

Due date	Penalty Date	Penalty rate	Note
October 1	Oct 2	8%	On all balance
January 15	Jan 16	6%	On all balance
May 1	May 2	6%	On all balance

### **Supplementary portion of the Taxes**

45 <sup>th</sup> day of the Supplementary tax notice	46 <sup>th</sup> day of the Supplementary tax notice	8%	On Supplementary portion of the taxes
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Should the Due Dates stated above fall on a non-business day for the County, the Due Date is deemed to fall on the next business day as per Interpretation act of Alberta, S. 22(1) Computation of time.

### **Rescinding of Penalties**

Rescinding of Penalties will be subject to the Policy # FI 015 - Tax Penalty Cancellation Policy.

### **Administrative Discretion**

Notwithstanding penalties imposed for late payments, the Chief Administrator Officer (CAO), at their sole discretion, choose not to apply to the tax account a penalty in the amount of TWENTY DOLLARS (\$20.00) or less.

### **Rescind Bylaw 23-09**

Bylaw No. 23-09 is rescinded upon this Bylaw coming into effect.

This Bylaw shall come into effect as and from the third and final reading.

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving Third and Final Reading and having been signed by the Reeve and Chief Administrative Officer.

Read this First time this 23 day of April, 2024

Read this Second time this 14 day of May, 2024

Read a Third and Final time and finally passed, this 14 day of May, 2024

**SIGNED** by the Reeve and Chief Administrative Officer this 14 day of May, 2024.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER

**COMMITTEE MEETING DATE: MAY 20, 2025**

## **REQUEST FOR DECISION - TO COMMITTEE**

### **SUBJECT**

**FEE BYLAW (BYLAW 25-13) – MOTION REQUIRED**

### **RECOMMENDATION**

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River repeal Bylaw 21-12, being the Fee Bylaw and replace it with Bylaw 25-13, being the new Schedule of Fees for Goods and Services.

### **DETAILS**

**Background:** Bylaw 25-13, being the Fee Bylaw for the County of Vermilion River (the “County”) is a bylaw that establishes fees for goods and services provided by the County to the public.

**Discussion:** The Bylaw for Goods and Services has had a complete review of all fees and services to ensure that the current values are up to date and competitive for the County.

**Relevant Policy/Legislation Practices:**

Fee Bylaw (Bylaw 21-12)

*Municipal Government Act*

**Desired Outcome (s):** THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River repeal Bylaw 21-12, being the Fee Bylaw and replace it with Bylaw 25-13, being the new Schedule of Fees for Goods and Services.

**Response Options:** THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River repeal Bylaw 21-12, being the Fee Bylaw and replace it with Bylaw 25-13, being the new Schedule of Fees for Goods and Services.

## IMPLICATIONS OF RECOMMENDATION

**Organizational:** Administration to enforce Bylaw 25-13, Bylaw of Fees for Goods and Services

**Financial:** As per Bylaw 25-13

**Communication Required:** Council, Administration, Public

**Implementation:** Upon Council Approval

## ATTACHMENTS

1. Bylaw 21-12 – Current Fee Bylaw
2. Bylaw 21-21 – Amending Bylaw 21-12
3. Bylaw 23-02 – Fee Bylaw (consolidated Bylaw 21-12)
4. Bylaw 23-12 – Amending Fee Bylaw 21-12
5. Bylaw 23-20 – Amending Fee Bylaw 21-12
6. Bylaw 24-03 – Amending Fee Bylaw 21-12
7. Bylaw 24-16 – Amending Fee Bylaw 21-12
8. Bylaw 25-13 – Schedule of Fees for Goods and Services
9. Bylaw 25-13 – Draft Schedule of Fees for Goods and Services

**PREPARED BY:** Director of Planning & Community Services

**DATE:** May 12, 2025

**COUNTY OF VERMILION RIVER  
PROVINCE OF ALBERTA  
BYLAW NO. 21-12**

**A BYLAW** of the County of Vermilion River in the Province of Alberta concerning the fees established in respect to specific administrative goods / services provided by the County to individuals or organizations.

**WHEREAS** the Municipal Government Act (MGA); Statutes of Alberta, 2000 Chapter M-26, section 7(f) permits a municipality to regulate services provided by or on behalf of the municipality; and

**WHEREAS** the County deems it expedient and in the public interest to promulgate by Bylaw provisions respecting the collection and charging of fees, in connection with the operation of County goods and services provided to individual or organizations.

**NOW THEREFORE** the Council of the County of Vermilion River, duly assembles, enacts as follows:


1. That a fee shall be established for inspection of the assessment roll during regular business hours, that is a requirement by the MGA section 307.
2. That waiver or reduction of the fees established by this Bylaw may only be granted under the discretion of the Chief Administrative Officer (CAO) but exercising such discretion shall be reported to Council at the next scheduled Council meeting.
3. The fee schedules, for specific administrative goods and services, as outlined in Schedule A, Schedule B, and Schedule C, attached hereto and forming part of this bylaw, and which authorizes the rates to be charged to individuals or organizations.
4. This Bylaw repeals, supersedes and takes precedence over all previously passed Bylaws (and amending Bylaws) that refer to Fee Schedules for Goods and Services, as well as any previously passed motions that may be in conflict with this Bylaw.
5. Should any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining Bylaw shall be maintained.
6. This Bylaw comes into effect upon its final passing thereof.


READ A FIRST TIME THIS 22nd DAY OF June 2021.


READ A SECOND TIME THIS 22nd DAY OF June 2021.

READ A THIRD TIME THIS 22nd DAY OF June 2021.

SIGNED by the Reeve and Chief Administrative Officer this 22nd day of June 2021.

  
\_\_\_\_\_  
REEVE

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



## SCHEDULE "A" – ADMINISTRATIVE FEES

Item	Fee
<b>ADMINISTRATION FEES:</b>	
<b>Information Requests:</b>	
FOIP Request (no GST)	As per the <i>Freedom of Information and Protection of Privacy Regulations A.R. 186/2008</i> , as amended
<b>Outside of a FOIP Request:</b>	
Locating and retrieving a record(s), supervising the examination of a record(s), and for preparing and handling a record(s) for disclosure	\$35.00/hour (first ½ hour fee)
<b>For producing a record from an electronic record:</b>	
a) Computer processing and related charges	Actual cost to public body
b) Computer programming	\$50.00/hour
<b>For shipping any item requested:</b>	
<b>Document Provision:</b>	
a) Photocopies, paper and computer printouts	\$0.50 per page
b) CDs/DVDs/Flashdrives	\$15.00 each
c) Plotting (colour or black and white – includes GST):	
i) Villages – less than 80% coverage	\$8.00/linear foot
ii) Villages – more than 80% coverage	\$10.00/linear foot
iii) Private Sector – less than 80% coverage	\$13.00/linear foot
iv) Private Sector – more than 80% coverage	\$18.00/linear foot
<b>Council Agendas &amp; Minutes:</b>	
Available on County website: <a href="http://vermillion-river.com">vermillion-river.com</a>	
a) Minutes – printed & picked up at office	As per document charges above
b) Minutes – printed & mailed	As per document charges and mailing charges
c) Agendas – summary page	No charge
d) Agendas – detailed agenda package printed	As per document charges above
e) Agendas – detailed agenda package printed and mailed	As per document charges and mailing charges
<b>Other media not listed above:</b>	
<b>Flags:</b>	
a) Schools located within the County – one of each flag per year	No charge
b) Public (Alberta/Canada/County flags)	Actual cost to public body
<b>County Pins:</b>	\$1.00 each

<b>Maps:</b>	
a) Picked up at office:	
i) Folded Maps	\$15.00 each
ii) Rolled Maps	\$25.00 each
b) Maps mailed out	
i) Folded Maps	\$20.00 each
ii) Rolled Maps	\$45.00 each
<b>Aerials:</b>	\$10.00 each
<b>Tax Information:</b>	
a) Tax Search (written request required)	\$10.00 (no GST)
b) Tax Certificate (written request required)	\$20.00 (no GST)
c) Tax Assessment Notices	\$10.00 (GST inclusive)
<b>Fax Machine Services:</b>	
a) Staff:	
i) In-coming fax	\$1.00 per page
ii) Out-going fax – local	\$1.00 per page
iii) Out-going fax – long distance	\$1.50 per page
b) Public	
i) Out-going fax – Canada	\$1.50 per page
ii) Out-going fax – United States	\$2.00 per page
iii) Out-going fax – Toll free #	\$1.00 per page
iv) In-coming fax	\$1.00 per page
<b>NSF Cheques or Stop Payment:</b>	\$48.00 per item
<b><u>PLANNING AND DEVELOPMENT FEES:</u></b>	
<b>Documents:</b>	Unless noted, all are GST exempt
a) Land Use Bylaw	\$50.00
b) Municipal Development Plan	\$15.00
c) Inter-municipal Development Plan	\$25.00 each
d) Inter-municipal Collaboration Framework	\$15.00 each
e) Area Structure Plan and Other Studies	\$50.00 each
f) Historical Information Request (written request required)	\$75.00 each
g) Environmental Information Request (written request required)	\$75.00 each
<b>Development Permit Fees:</b>	
a) Permitted Use	\$150.00 each
b) Discretionary Use	\$350.00 each (up to 10% variance)
c) Decks & Demolition	\$50.00 each
d) Agricultural Buildings & Structures	\$50.00 each
e) RV Campground (requires an approved Site Development Plan)	Permitted: \$300.00 Discretionary: \$450.00 (up to 10% variance)



f) Revision to an Issued Development Permit (minor revision)	Before development completion: Residential: \$250.00 Non-Residential: \$450.00
g) Revision to an Issued Development Permit (major revision)	Must re-apply
h) Development Permit Time Extension	\$100.00 each (max of 2)
i) Post Development Application (development without permit)	\$450.00 penalty (each) + permit application fee
j) Compliance Letter	\$75.00 each (\$125.00 rush request)
k) Occupancy Permit	Residential: \$50.00 Non-Residential: \$75.00
l) Variance over 10%	Residential: \$550.00 + permit application fee Non-Residential: \$600.00 + permit application fee
m) Natural Resource/Extraction/Ground Disturbance Operations	\$350.00 each
n) Towers (communication, weather etc.)	\$350.00 each
o) Rural Address Signs	\$150 + GST
<b>Bylaws, Agreements, and Other:</b>	
a) Land Use Bylaw Amendment	\$1,200.00 each
b) Withdrawal of Bylaw Amendment Application after the Bylaw is written	No fee refund
c) Withdrawal of Bylaw Amendment Application before Bylaw is written	75% refund
d) Land Use Redesignation (rezoning)	\$1,200.00 each
e) Municipal Development Plan Amendment	\$1,200.00 each
f) Inter-Municipal Development Plan Amendment	\$5,000.00 each
g) Adopting/Amending an Area Structure Plan	\$2,000.00 each + \$200.00/gross hectare (contractor engineering fees may apply)
h) Preparation of a Development Agreement	\$3,200.00 each + 2.5% of security plus legal fees (subject to engineering systems appraisal; contractor engineering fees invoiced separately)
i) Preparation of an Area Structure Plan/Site Development Plan (proposals creating over 4 parcels on a quarter section)	\$10,000 + GST (contract engineering fees invoiced separately)
j) Preparation of an Encroachment Agreement	\$3,200.00 each (contractor engineering fees may apply)

k) Contravention of the Land Use Bylaw-Stop Order	All costs associated with the contravention to be applied to tax roll account.
l) Request for review of Contravention Order	\$350.00 each
m) Approach Permit Application	\$300.00 + GST
n) Bylaw Review	\$300.00 each
o) Caveat Discharge (includes Title purchase)	\$110.00 + GST
p) Digital Copies of Plans	\$10.00
q) Approach Construction Deposit	Contractor Estimate + 25%
r) Road Upgrade Deposit	Contractor Estimate (100% deposit)
s) Land Titles Fee	\$10.00 + GST
<b>Subdivisions:</b>	
a) Cost to complete subdivision	As per Subdivision Authority
b) County Administration Fee – 1 parcel	\$210.00 + GST
c) County Administration Fee – 2 to 4 parcels	\$400.00 + GST
d) County Administration Fee – more than 5 parcels	\$400.00 + GST per parcel
<b>Appeals:</b>	
Subdivision and Development Appeal Board Application	\$400.00 (100% refundable if appeal is upheld)
<b>Land:</b>	
a) Acquisition greater than 100-foot right-of-way	\$3,000.00/acre
b) Less than 100-foot right-of-way	\$3,000.00/acre (minimum payment of \$500)
c) Road Allowance Licence	\$250.00 Application Fee \$100.00 annual Licence Fee
d) Crop Lease	As per Policy PD 004
e) Grazing Lease	As per Policy PD 004
f) Miscellaneous Lease	\$250.00 per year or minimum property taxes, whichever is greater
<b>Road Closure Application:</b>	\$250.00 plus all survey costs & transfer costs
<b>PUBLIC WORKS FEES:</b>	
<b>Residential Dust Control</b>	
a) 300 metres	\$1,500.00 + GST
b) 200 metres	\$1,000.00 + GST
Snow Plow Flags (waiver required):	
a) Seniors/Disabled	\$50.00 per year
b) Ratepayer	\$200.00 per year
c) Buffalo Trail Public School Bus Route	

i) Parental Choice	\$200.00 per year
ii) End of Route	No Fee
iii) Essential	No Fee
d) Flag Mailed	Cost of Flag + \$10.00
e) Driveway in excess of 500 metres	As per current ARHCA Rates
<b>Heavy Truck Permits:</b>	No Fee
<b>Damages:</b>	
a) Burrow (per acre)	\$500.00
b) Crop (per acre)	\$500.00
c) Hay (per acre)	\$300/year for 2 years
<b>Undeveloped Road Allowance Inspection:</b>	\$250.00
<b>Industry Agreements:</b>	
a) Seismic Inspection	\$250.00 per request
b) Approach Construction Approval	\$250.00 per visit
c) Utilize/Alter Existing Approach	\$250.00
d) Pipeline Crossing and Right-of-Way	\$250.00
<b>NATURAL GAS UTILITY FEES:</b>	
<b>Utility Right-of-Way &amp; URW Extensions:</b>	\$2,000.00/acre
<b>Temporary Workspace:</b>	\$1,000.00/acre
<b>Renter Security Deposit:</b>	
a) Rural and Urban Residences	\$250.00 each
b) Commercial Buildings	\$450.00 each
<b>AGRICULTURE &amp; ENVIRONMENT FEES:</b>	
Beaver Dam removal on private land (Dam not affecting County infrastructure)	\$500/dam/visit
<b>PROTECTIVE SERVICES FEES:</b>	
Rental for Tower Space (including electrical cost):	
a) Towers over 100 feet	\$3,000.00 + GST per year or \$750.00 quarterly
b) Towers less than 100 feet	\$1,800.00 + GST per year or \$450.00 quarterly
c) Towers that provide benefit to the public to a large portion of the County (i.e. internet)	\$900.00 + GST per year or \$225.00 quarterly
d) Towers owned by County but constructed by the Lessor	Actual power consumption cost

## SCHEDULE "B" – SAFETY CODE PERMITS FEES

### BUILDING PERMIT FEE SCHEDULE

Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New Single Family Dwelling	\$5.78 per \$1000 construction value (**see Minimum Construction Value Factors)
Relocation of a Building (on crawlspace or basement)	\$0.32/sq.ft. Minimum fee \$126.00
Relocation of a Building (on piles or blocking only)	\$126.00
Garage, Addition, Renovation, Basement Development (not at time of new home construction)	\$0.32/sq. ft. Minimum fee \$126.00
Deck, Solid Fuel Burning Appliance, Demolition	\$126.00
Minimum Residential Building Permit Fee	\$126.00

Non-Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New, Addition, Renovation, Alteration	\$5.78 per \$1000 construction value
Minimum Building Permit Fee	\$262.50

Project Value is based on the actual cost of material and labour.

Verification of cost may be requested prior to permit issuance.

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

<b>**Minumum Construction Value Factors</b>	<b>Per Square Foot</b>
<b>Residential Housing</b>	
Single Family	\$157.50
Single Family (2nd Storey)	\$89.25
Multi-Family (3 storeys or less)	\$178.50
Multi-Family (more than 3 storeys)	\$162.75
Townhouses or Rows	\$178.50
Garage (attached or detached)	\$36.75
Carport	\$36.75
Renovations	\$78.75
<b>Apartments</b>	
Concrete Construction	\$141.75
Masonry and Wood Construction	\$141.75
Basement Parkade	\$94.50
Above-ground Parkade	\$94.50
<b>Commercial (Offices, Restaurants, Service Stations, Warehouses)</b>	
Concrete Construction	\$141.75
Masonry Construction	\$141.75
Masonry and Wood or Steel Construction	\$141.75
Steel Construction	\$141.75
Wood Construction	\$126.00
Renovations	\$84.00
<b>Churches, Hotels, Schools</b>	
Concrete Construction	\$141.75
Masonry or Wood	\$141.75
Wood Construction	\$126.00
<b>Hospitals</b>	
Concrete Construction	\$283.50
Masonry and Wood or Steel Construction	\$257.25
Wood Construction	\$225.75
<b>Industrial</b>	
For further information please contact a County approved Safety Codes Agency	

## ELECTRICAL PERMIT FEE SCHEDULE

Residential			
New Single Family Dwellings and Additions			
Square Footage	Permit Fee	SC Levy	Total Fee
Up to 1200	\$126.00	\$5.04	\$131.04
1201 – 1500	\$136.50	\$5.46	\$141.96
1501 – 2000	\$173.25	\$6.93	\$180.18
2001 – 2500	\$189.00	\$7.56	\$196.56
Over 2500	\$189.00 plus \$0.11 per square foot over 2500 square feet		

Garages / Renovations / Basement Development			
Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$500	\$78.75	\$4.50	\$83.25
\$501 - \$1000	\$94.50	\$4.50	\$99.00
\$1001 - \$2000	\$110.25	\$4.50	\$114.75
\$2001 - \$3000	\$126.00	\$5.04	\$131.04
\$3001 - \$4000	\$141.75	\$5.67	\$147.42
\$4001 - \$5000	\$157.50	\$6.30	\$163.80
Installation costs greater than \$5000 refer to the square footage fee schedule			

Service Connections			
Description	Permit Fee	SC Levy	Total Fee
Permanent Service Connection Only	\$89.25	\$4.50	\$93.75
Temporary Power / Underground Service	\$89.25	\$4.50	\$93.75

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

# ELECTRICAL PERMIT FEE SCHEDULE

NON-RESIDENTIAL			
Installation Cost	Permit Fee	SC Levy	Total Fee
0 to \$1,000	\$89.25	\$4.50	\$93.75
\$1,001 to \$1,500	\$94.50	\$4.50	\$99.00
\$1,501 to \$2,000	\$99.75	\$4.50	\$104.25
\$2,001 to \$2,500	\$110.25	\$4.50	\$114.75
\$2,501 to \$3,000	\$120.75	\$4.83	\$125.58
\$3,001 to \$3,500	\$131.25	\$5.25	\$136.50
\$3,501 to \$4,000	\$136.50	\$5.46	\$141.96
\$4,001 to \$4,500	\$141.75	\$5.67	\$147.42
\$4,501 to \$5,000	\$147.00	\$5.88	\$152.88
\$5,001 to \$5,500	\$152.25	\$6.09	\$158.34
\$5,501 to \$6,000	\$157.50	\$6.30	\$163.80
\$6,001 to \$6,500	\$162.75	\$6.51	\$169.26
\$6,501 to \$7,000	\$168.00	\$6.72	\$174.72
\$7,001 to \$7,500	\$173.25	\$6.93	\$180.18
\$7,501 to \$8,000	\$178.50	\$7.14	\$185.64
\$8,001 to \$8,500	\$183.75	\$7.35	\$191.10
\$8,501 to \$9,000	\$189.00	\$7.56	\$196.56
\$9,001 to \$9,500	\$194.25	\$7.77	\$202.02
\$9,501 to \$10,000	\$199.50	\$7.98	\$207.48
\$10,001 to \$11,000	\$204.75	\$8.19	\$212.94
\$11,001 to \$12,000	\$210.00	\$8.40	\$218.40
\$12,001 to \$13,000	\$215.25	\$8.61	\$223.86
\$13,001 to \$14,000	\$220.50	\$8.82	\$229.32
\$14,001 to \$15,000	\$225.75	\$9.03	\$234.78
\$15,001 to \$16,000	\$231.00	\$9.24	\$240.24
\$16,001 to \$17,000	\$236.25	\$9.45	\$245.70
\$17,001 to \$18,000	\$241.50	\$9.66	\$251.16
\$18,001 to \$19,000	\$246.75	\$9.87	\$256.62
\$19,001 to \$20,000	\$252.00	\$10.08	\$262.08
Over \$20,000	\$252.00 plus \$5.25 per \$1,000 (or portion of) over \$20,000		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## PLUMBING PERMIT FEE SCHEDULE

All Installations			
Number of Fixtures	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$105.00	\$4.50	\$109.50
5	\$110.25	\$4.50	\$114.75
6	\$115.50	\$4.62	\$120.12
7	\$120.75	\$4.83	\$125.58
8	\$126.00	\$5.04	\$131.04
9	\$131.25	\$5.25	\$136.50
10	\$136.50	\$5.46	\$141.96
11	\$141.75	\$5.67	\$147.42
12	\$147.00	\$5.88	\$152.88
13	\$152.25	\$6.09	\$158.34
14	\$157.50	\$6.30	\$163.80
15	\$162.75	\$6.51	\$169.26
16	\$168.00	\$6.72	\$174.72
17	\$173.25	\$6.93	\$180.18
18	\$178.50	\$7.14	\$185.64
19	\$183.75	\$7.35	\$191.10
20	\$189.00	\$7.56	\$196.56
Over 20	\$189.00 plus \$4.73 per fixture over 20		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



## GAS PERMIT FEE SCHEDULE

Residential Installations			
Number of Outlets	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$120.75	\$4.83	\$125.58
5	\$141.75	\$5.67	\$147.42
6	\$162.75	\$6.51	\$169.26
7	\$183.75	\$7.35	\$191.10
8	\$204.75	\$8.19	\$212.94
9	\$225.75	\$9.03	\$234.78
10	\$246.75	\$9.87	\$256.62
Over 10	\$246.75 plus \$10.50 per outlet over 10		

Other Gas Installations (Residential & Non-Residential)			
Description	Permit Fee	SC Levy	Total Fee
Propane Tank Set	\$105.00	\$4.50	\$109.50
Additional Tanks	\$50.00	\$4.50	\$54.50
Temporary Heat	\$105.00	\$6.30	\$109.50
Grain Dryers	\$250.00	\$10.00	\$260.00
Propane Cylinder Refill Centre	\$157.50	\$6.30	\$163.80

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## GAS PERMIT FEE SCHEDULE

NON-RESIDENTIAL			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 150,000	\$105.00	\$4.50	\$109.50
150,001 to 250,000	\$131.25	\$5.25	\$136.50
250,001 to 350,000	\$157.50	\$6.30	\$163.80
350,001 to 500,000	\$183.75	\$7.35	\$191.10
500,001 to 750,000	\$210.00	\$8.40	\$218.40
750,001 to 1,000,000	\$236.25	\$9.45	\$245.70
Over 1,000,000	\$236.25 plus \$5.25 per 100,000 (or portion of) over 1,000,000 BTU		

Temporary Heat			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 250,000	\$105.00	\$4.50	\$109.50
250,001 to 500,000	\$157.50	\$6.30	\$163.80
Over 500,000	\$157.50 plus \$10.50 per 100,000 BTU (or portion of) over 500,000 BTU		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

### PRIVATE SEWAGE PERMIT FEE SCHEDULE

Residential Installations			
Description	Permit Fee	SC Levy	Total Fee
Holding Tank, Open Discharge	\$210.00	\$8.40	\$218.40
Field, Mound, Sand Filter, Treatment Tank	\$262.50	\$10.50	\$273.00

NOTE: Non- Residential permit Fees will be quoted after a detailed review of application

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

### ADDITIONAL CHARGES FEE SCHEDULE

(charge may be directed to or invoiced from applicable Agency)

Description		Total Fee
Compliance		\$125.00/hour
Emergency Services		\$125.00/hour
Investigation Services		\$125.00/hour
Appeal		\$125.00/hour
Enforcement		\$125.00/hour

## SCHEDULE "C" – SPECIFIED PENALTIES

Section Reference	Description	Minimum & Specified Penalties	Second or Subsequent Offence within 6 months of Prior Offence
<b>PART 3 – OPERATIONAL RESTRICTIONS</b>			
10	Person operating a vehicle on a Highway other than in accordance with the weight limitation established, Overweight Permit, or Road Use Permit.	\$465.00	\$465.00
12(a)	Person operating a vehicle in contravention of a Traffic Control Device.	\$250.00	\$250.00
12(b)	Person Parking a vehicle in contravention of a Traffic Control Device.	\$100.00	\$100.00
13	Interfere with a Traffic Control Device.	\$250.00	\$250.00
14	Person operating a vehicle so as to track material onto the Highway.	\$250.00	\$250.00
16	Person place, cause to place, or permit another to litter or dump.	\$200.00	\$200.00
18	Person using an Undeveloped Road Allowance other than to access or travel along.	\$200.00	\$200.00
19	Person permits a Highway obstruction.	\$200.00	\$200.00
21	Person using engine retarder brakes within a Locality of the County.	\$200.00	\$200.00
<b>PART 4 – PARKING RESTRICTIONS</b>			
22	Person stopped or Parked contrary to a Traffic Control Device.	\$100.00	\$100.00
23(a)	Person Parked a Heavy Vehicle in a residential location.	\$100.00	\$100.00
23(b)	Person Parked a commercial vehicle in a residential location.	\$100.00	\$100.00
<b>PART 5 – EXEMPTION PERMITS</b>			
25	Person operating a Heavy Vehicle on a Highway not authorized as a Heavy Vehicle Route	\$500.00	\$500.00

<b>PART 7 – ROAD USE PERMIT</b>			
29	Person failing to pay such amounts, or post security in a form and amount, or both, as required under a Road Use Permit.	\$400.00	\$400.00
28	Person operating a vehicle without obtaining a Road Use Permit, as required.	\$500.00	\$500.00
30	Person contravening any term or condition of a Road Use Permit entered into by that Person.	\$500.00	\$500.00
<b>PART 10 – PERMITS AND LICENSES</b>			
36	Person contravening any term or condition of any permit or license issued pursuant to Bylaw.	\$500.00	\$500.00
37	Person making or providing false or misleading statement to obtain a permit or license pursuant to Bylaw.	\$400.00	\$400.00
<b>PART 13 – GENERAL</b>			
60	Person obstructing any Peace Officer, designate officer, or County employee contractor or agent in the exercise of any of their powers or duties under this Bylaw.	\$500.00	\$500.00

A Person found guilty of an offence under this Bylaw for which no penalty has been specifically provided is liable on summary conviction to a minimum fine of not less than \$1000.00 or not more than \$10,000.00 or to imprisonment for a term not exceeding six (6) months, or to both a fine and imprisonment.

# THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF ALBERTA

## BYLAW 21-21

*A bylaw of the County of Vermilion River in the Province of Alberta to amend the County of Vermilion River Fee Bylaw (Bylaw 21-12)*

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**WHEREAS** the Municipal Government Act, R.S.A. 2000, as amended ("the Act") allows a Municipal Council to establish and amend its Fee Bylaw;

**NOW THEREFORE** the Council of the County of Vermilion River, duly assembled, hereby enacts as follows:

That Bylaw No. 21-12, being a bylaw setting the Fees and Services of the County of Vermilion River, is hereby amended as follows:

- Schedule "A" Administrative Fees Schedule, is hereby amended by replacing the existing Schedule "A" Administrative Fees Schedule with Schedule "A" attached hereto and forming a part of this bylaw.
- Schedule "B" Safety Code Permits Fees Schedule, is hereby amended by replacing the existing "B" Safety Code Permits Fees Schedule with Schedule "B" attached hereto and forming a part of this bylaw.

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving third and final reading and having been signed by the Reeve and Chief Administrative Officer.

READ A FIRST TIME this 9<sup>th</sup> day of November 2021.

READ A SECOND TIME THIS 9<sup>th</sup> DAY OF November 2021.

INTRODUCE FOR A THIRD READING THIS 9<sup>th</sup> DAY OF November 2021.

READ A THIRD TIME AND FINALLY PASSED THIS 9<sup>th</sup> DAY OF November 2021.

SIGNED by the Reeve and Chief Administrative Officer this 9<sup>th</sup> DAY OF November 2021.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER

## SCHEDULE "A" – ADMINISTRATIVE FEES

Item	Fee
<b>ADMINISTRATION FEES:</b>	
<b>Information Requests:</b>	
FOIP Request (no GST)	As per the <i>Freedom of Information and Protection of Privacy Regulations A.R. 186/2008</i> , as amended
<b>Outside of a FOIP Request:</b>	
Locating and retrieving a record(s), supervising the examination of a record(s), and for preparing and handling a record(s) for disclosure	\$35.00/hour (first ½ hour fee)
<b>For producing a record from an electronic record:</b>	
a) Computer processing and related charges	Actual cost to public body
b) Computer programming	\$50.00/hour
<b>For shipping any item requested:</b>	Actual amount incurred
<b>Document Provision:</b>	
a) Photocopies, paper and computer printouts	\$0.50 per page
b) CDs/DVDs/Flashdrives	\$15.00 each
c) Plotting (colour or black and white – includes GST):	
i) Villages – less than 80% coverage	\$8.00/linear foot
ii) Villages – more than 80% coverage	\$10.00/linear foot
iii) Private Sector – less than 80% coverage	\$113.00/linear foot
iv) Private Sector – more than 80% coverage	\$18.00/linear foot
<b>Council Agendas &amp; Minutes:</b>	
Available on County website: <a href="http://vermilion-river.com">vermilion-river.com</a>	
a) Minutes – printed & picked up at office	As per document charges above
b) Minutes – printed & mailed	As per document charges and mailing charges
c) Agendas – summary page	No charge
d) Agendas – detailed agenda package printed	As per document charges above
e) Agendas – detailed agenda package printed and mailed	As per document charges and mailing charges
<b>Other media not listed above:</b>	
<b>Flags:</b>	
a) Schools located within the County – one of each flag per year	No charge
b) Public (Alberta/Canada/County flags)	Actual cost to public body
<b>County Pins:</b>	\$1.00 each

<b>Maps:</b>	
a) Picked up at office:	
i) Folded Maps	\$15.00 each
ii) Rolled Maps	\$25.00 each
b) Maps mailed out	
i) Folded Maps	\$20.00 each
ii) Rolled Maps	\$45.00 each
<b>Aerials:</b>	\$10.00 each
<b>Tax Information:</b>	
a)	
b) Tax Certificate (written request required)	\$20.00 (no GST)
c)	
<b>Fax Machine Services:</b>	
a) Staff:	
i) In-coming fax	\$1.00 per page
ii) Out-going fax – local	\$1.00 per page
iii) Out-going fax – long distance	\$1.50 per page
b) Public	
i) Out-going fax – Canada	\$1.50 per page
ii) Out-going fax – United States	\$2.00 per page
iii) Out-going fax – Toll free #	\$1.00 per page
iv) In-coming fax	\$1.00 per page
<b>NSF Cheques or Stop Payment:</b>	\$48.00 per item
<b>PLANNING AND DEVELOPMENT FEES:</b>	
<b>Documents:</b>	Unless noted, all are GST exempt
a) Land Use Bylaw	\$50.00
b) Municipal Development Plan	\$15.00
c) Inter-municipal Development Plan	\$25.00 each
d) Inter-municipal Collaboration Framework	\$15.00 each
e) Area Structure Plan and Other Studies	\$50.00 each
f) Historical Information Request (written request required)	\$75.00 each
g) Environmental Information Request (written request required)	\$75.00 each
<b>Development Permit Fees:</b>	
a) Permitted Use	\$150.00 each
b) Discretionary Use	\$350.00 each (up to 10% variance)
c) Decks & Demolition	\$50.00 each
d) Agricultural Buildings & Structures	\$50.00 each
e) RV Campground (requires an approved Site Development Plan)	Permitted: \$300.00 Discretionary: \$450.00 (up to 10% variance)



f) Revision to an Active Development Permit (minor revision)	Before development completion: Residential: \$250.00 Non-Residential: \$450.00
g) Revision to an Active Development Permit (major revision)	Must re-apply
h) Development Permit Time Extension	\$100.00 each (max of 2)
i) Post Development Application (development without permit)	\$450.00 penalty (each) + permit application fee
j) Compliance Letter	\$75.00 each (\$125.00 rush request)
k) Occupancy Permit	Residential: \$50.00 Non-Residential: \$75.00
l) Variance over 10%	Residential: \$550.00 + permit application fee Non-Residential: \$600.00 + permit application fee
m) Natural Resource/Extraction/Ground Disturbance Operations	\$350.00 each
n) Towers (communication, weather etc.)	\$350.00 each
o) Rural Address Signs	\$150 + GST
<b>Bylaws, Agreements, and Other:</b>	
a) Land Use Bylaw Amendment	\$1,200.00 each
b) Withdrawal of Bylaw Amendment Application after the Bylaw is written	No fee refund
c) Withdrawal of Bylaw Amendment Application before Bylaw is written	75% refund
d) Land Use Redesignation (rezoning)	\$1,200.00 each
e) Municipal Development Plan Amendment	\$1,200.00 each
f) Inter-Municipal Development Plan Amendment	\$5,000.00 each
g) Adopting/Amending an Area Structure Plan	\$2,000.00 each + \$200.00/gross hectare (contractor engineering fees may apply)
h) Preparation of a Development Agreement	\$3,200.00 each + 2.5% of security plus legal fees (subject to engineering systems appraisal; contractor engineering fees invoiced separately)
i) Preparation of an Area Structure Plan/Site Development Plan (proposals creating over 4 parcels on a quarter section)	\$10,000 + GST (contract engineering fees invoiced separately)
j) Preparation of an Encroachment Agreement	\$3,200.00 each (contractor engineering fees may apply)

k) Contravention of the Land Use Bylaw – Stop Order	All costs associated with the contravention to be applied to tax roll account.
l) Request for review of Contravention Order	\$350.00 each
m) Approach Permit Application	\$300.00 + GST
n) Bylaw Review	\$300.00 each
o) Caveat Discharge	\$110.00 + GST
p) Digital Copies of Plans	\$10.00
q) Approach Construction Deposit	Contractor Estimate + 25%
r) Road Upgrade Deposit	Contractor Estimate (100% deposit)
<b>Subdivisions:</b>	
a) Cost of complete subdivision	As per Subdivision Authority
b) County Administration Fee – 1 parcel	\$210.00 + GST
c) County Administration Fee – 2 to 4 parcels	\$400.00 + GST
d) County Administration Fee – more than 5 parcels	\$400.00 + GST per parcel
<b>Appeals:</b>	
Subdivision and Development Appeal Board Application	\$400.00 (100% refundable if appeal is upheld)
<b>Land:</b>	
a) Acquisition greater than 100-foot right-of-way	\$3,000.00/acre
b) Less than 100-foot right-of-way	\$3,000.00/acre (minimum payment of \$500)
c) Road Allowance License	\$250.00 Application Fee \$100.00 Annual Licence Fee
d) Crop Lease	\$40.00 per acre
e) Grazing Lease	\$40.00 per acre
f) Miscellaneous Lease	\$250.00 per year or minimum property taxes, whichever is greater
<b>Road Closure Application:</b>	\$250.00 plus all subdivision and survey costs
<b><u>PUBLIC WORKS FEES:</u></b>	
<b>Residential Dust Control</b>	
a) 300 metres	\$1,500.00 + GST
b) 200 metres	\$1,000.00 + GST
<b>Snow Plow Flags (waiver required):</b>	
a) Seniors/Disabled	\$50.00 per year
b) Ratepayer	\$200.00 per year
c) Buffalo Trail Public School Bus Route	
i) Parental Choice	\$200.00 per year

ii) End of Route	No Fee
iii) Essential	No Fee
d) Flag Mailed	Cost of Flag + \$10.00
e) Driveway in excess of 500 metres	As per current ARHCA Rates
<b>Heavy Truck Permits:</b>	No Fee
<b>Damages:</b>	
a) Burrow (per acre)	\$500.00
b) Crop (per acre)	\$500.00
c) Hay (per acre)	\$300/year for 2 years
<b>Undeveloped Road Allowance Inspection:</b>	\$250.00
<b>Industry Agreements:</b>	
a) Seismic Inspection	\$250.00 per inspection
b) Approach Construction Approval	\$250.00 per inspection
c) Utilize/Alter Existing Approach	\$250.00 per inspection
d) Pipeline Crossing and Right-of-Way	\$250.00 per inspection
e) Request to leave approach in place	\$250.00 per inspection
<b>Water Meters</b>	
a) Replacement water meter due to neglect/damage	\$350.00 per meter
b) Replacing the frost plate due to neglect/damage	\$100.00 per frost plate installation
<b>NATURAL GAS UTILITY FEES:</b>	
<b>Utility Right-of-Way &amp; URW Extensions:</b>	\$2,000.00/acre
<b>Temporary Workspace:</b>	\$1,000.00/acre
<b>Renter Security Deposit:</b>	
a) Rural and Urban Residences	\$250.00 each
b) Commercial Buildings	\$450.00 each
<b>AGRICULTURE &amp; ENVIRONMENT FEES:</b>	
Beaver Dam removal on private land (Dam not affecting County infrastructure)	\$500/dam/visit
<b>PROTECTIVE SERVICES FEES:</b>	
Rental for Tower Space (including electrical cost):	
a) Towers over 100 feet	\$3,000.00 + GST per year or \$750.00 quarterly
b) Towers less than 100 feet	\$1,800.00 + GST per year or \$450.00 quarterly
c) Towers that provide benefit to the public to a large portion of the County (i.e. internet)	\$900.00 + GST per year or \$225.00 quarterly
d) Towers owned by County but constructed by the Lessor	Actual power consumption cost

## SCHEDULE "B" – SAFETY CODE PERMITS FEES

### BUILDING PERMIT FEE SCHEDULE

Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New Single Family Dwelling	\$5.78 per \$1000 construction value (**see Minimum Construction Value Factors)
Relocation of a Building (on crawlspace or basement)	\$0.32/sq.ft. Minimum fee \$126.00
Relocation of a Building (on piles or blocking only)	\$126.00
Garage, Addition, Renovation, Basement Development (not at time of new home construction)	\$0.32/sq. ft. Minimum fee \$126.00
Deck, Solid Fuel Burning Appliance, Demolition	\$126.00
Minimum Residential Building Permit Fee	\$126.00

Non-Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New, Addition, Renovation, Alteration	\$5.78 per \$1000 construction value
Minimum Building Permit Fee	\$262.50

Project Value is based on the actual cost of material and labour.

Verification of cost may be requested prior to permit issuance.

**\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**

<b>**Minumum Construction Value Factors</b>	<b>Per Square Foot</b>
<b>Residential Housing</b>	
Single Family	\$157.50
Single Family (2nd Storey)	\$89.25
Multi-Family (3 storeys or less)	\$178.50
Multi-Family (more than 3 storeys)	\$162.75
Townhouses or Rows	\$178.50
Garage (attached or detached)	\$36.75
Carport	\$36.75
Renovations	\$78.75
<b>Apartments</b>	
Concrete Construction	\$141.75
Masonry and Wood Construction	\$141.75
Basement Parkade	\$94.50
Above-ground Parkade	\$94.50
<b>Commercial (Offices, Restaurants, Service Stations, Warehouses)</b>	
Concrete Construction	\$141.75
Masonry Construction	\$141.75
Masonry and Wood or Steel Construction	\$141.75
Steel Construction	\$141.75
Wood Construction	\$126.00
Renovations	\$84.00
<b>Churches, Hotels, Schools</b>	
Concrete Construction	\$141.75
Masonry or Wood	\$141.75
Wood Construction	\$126.00
<b>Hospitals</b>	
Concrete Construction	\$283.50
Masonry and Wood or Steel Construction	\$257.25
Wood Construction	\$225.75
<b>Industrial</b>	
For further information please contact a County approved appraiser.	

## ELECTRICAL PERMIT FEE SCHEDULE

Residential			
New Single Family Dwellings and Additions			
Square Footage	Permit Fee	SC Levy	Total Fee
Up to 1200	\$126.00	\$5.04	\$131.04
1201 – 1500	\$136.50	\$5.46	\$141.96
1501 – 2000	\$173.25	\$6.93	\$180.18
2001 – 2500	\$189.00	\$7.56	\$196.56
Over 2500	\$189.00 plus \$0.11 per square foot over 2500 square feet		

Garages / Renovations / Basement Development			
Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$500	\$78.75	\$4.50	\$83.25
\$501 - \$1000	\$94.50	\$4.50	\$99.00
\$1001 - \$2000	\$110.25	\$4.50	\$114.75
\$2001 - \$3000	\$126.00	\$5.04	\$131.04
\$3001 - \$4000	\$141.75	\$5.67	\$147.42
\$4001 - \$5000	\$157.50	\$6.30	\$163.80
Installation costs greater than \$5000 refer to the square footage fee schedule			

Service Connections			
Description	Permit Fee	SC Levy	Total Fee
Permanent Service Connection Only	\$89.25	\$4.50	\$93.75
Temporary Power / Underground Service	\$89.25	\$4.50	\$93.75

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

# **ELECTRICAL PERMIT FEE SCHEDULE**

<b>NON-RESIDENTIAL</b>			
<b>Installation Cost</b>	<b>Permit Fee</b>	<b>SC Levy</b>	<b>Total Fee</b>
0 to \$1,000	\$89.25	\$4.50	\$93.75
\$1,001 to \$1,500	\$94.50	\$4.50	\$99.00
\$1,501 to \$2,000	\$99.75	\$4.50	\$104.25
\$2,001 to \$2,500	\$110.25	\$4.50	\$114.75
\$2,501 to \$3,000	\$120.75	\$4.83	\$125.58
\$3,001 to \$3,500	\$131.25	\$5.25	\$136.50
\$3,501 to \$4,000	\$136.50	\$5.46	\$141.96
\$4,001 to \$4,500	\$141.75	\$5.67	\$147.42
\$4,501 to \$5,000	\$147.00	\$5.88	\$152.88
\$5,001 to \$5,500	\$152.25	\$6.09	\$158.34
\$5,501 to \$6,000	\$157.50	\$6.30	\$163.80
\$6,001 to \$6,500	\$162.75	\$6.51	\$169.26
\$6,501 to \$7,000	\$168.00	\$6.72	\$174.72
\$7,001 to \$7,500	\$173.25	\$6.93	\$180.18
\$7,501 to \$8,000	\$178.50	\$7.14	\$185.64
\$8,001 to \$8,500	\$183.75	\$7.35	\$191.10
\$8,501 to \$9,000	\$189.00	\$7.56	\$196.56
\$9,001 to \$9,500	\$194.25	\$7.77	\$202.02
\$9,501 to \$10,000	\$199.50	\$7.98	\$207.48
\$10,001 to \$11,000	\$204.75	\$8.19	\$212.94
\$11,001 to \$12,000	\$210.00	\$8.40	\$218.40
\$12,001 to \$13,000	\$215.25	\$8.61	\$223.86
\$13,001 to \$14,000	\$220.50	\$8.82	\$229.32
\$14,001 to \$15,000	\$225.75	\$9.03	\$234.78
\$15,001 to \$16,000	\$231.00	\$9.24	\$240.24
\$16,001 to \$17,000	\$236.25	\$9.45	\$245.70
\$17,001 to \$18,000	\$241.50	\$9.66	\$251.16
\$18,001 to \$19,000	\$246.75	\$9.87	\$256.62
\$19,001 to \$20,000	\$252.00	\$10.08	\$262.08
Over \$20,000	\$252.00 plus \$5.25 per \$1,000 (or portion of) over \$20,000		

## PLUMBING PERMIT FEE SCHEDULE

All Installations			
Number of Fixtures	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$105.00	\$4.50	\$109.50
5	\$110.25	\$4.50	\$114.75
6	\$115.50	\$4.62	\$120.12
7	\$120.75	\$4.83	\$125.58
8	\$126.00	\$5.04	\$131.04
9	\$131.25	\$5.25	\$136.50
10	\$136.50	\$5.46	\$141.96
11	\$141.75	\$5.67	\$147.42
12	\$147.00	\$5.88	\$152.88
13	\$152.25	\$6.09	\$158.34
14	\$157.50	\$6.30	\$163.80
15	\$162.75	\$6.51	\$169.26
16	\$168.00	\$6.72	\$174.72
17	\$173.25	\$6.93	\$180.18
18	\$178.50	\$7.14	\$185.64
19	\$183.75	\$7.35	\$191.10
20	\$189.00	\$7.56	\$196.56
Over 20	\$189.00 plus \$4.73 per fixture over 20		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



## GAS PERMIT FEE SCHEDULE

Residential Installations			
Number of Outlets	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$120.75	\$4.83	\$125.58
5	\$141.75	\$5.67	\$147.42
6	\$162.75	\$6.51	\$169.26
7	\$183.75	\$7.35	\$191.10
8	\$204.75	\$8.19	\$212.94
9	\$225.75	\$9.03	\$234.78
10	\$246.75	\$9.87	\$256.62
Over 10	\$246.75 plus \$10.50 per outlet over 10		

Other Gas Installations (Residential & Non-Residential)			
Description	Permit Fee	SC Levy	Total Fee
Propane Tank Set	\$105.00	\$4.50	\$109.50
Additional Tanks	\$50.00	\$4.50	\$54.50
Temporary Heat	\$105.00	\$6.30	\$109.50
Grain Dryers	\$250.00	\$10.00	\$260.00
Propane Cylinder Refill Centre	\$157.50	\$6.30	\$163.80

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## GAS PERMIT FEE SCHEDULE

NON-RESIDENTIAL			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 150,000	\$105.00	\$4.50	\$109.50
150,001 to 250,000	\$131.25	\$5.25	\$136.50
250,001 to 350,000	\$157.50	\$6.30	\$163.80
350,001 to 500,000	\$183.75	\$7.35	\$191.10
500,001 to 750,000	\$210.00	\$8.40	\$218.40
750,001 to 1,000,000	\$236.25	\$9.45	\$245.70
Over 1,000,000	\$236.25 plus \$5.25 per 100,000 (or portion of) over 1,000,000 BTU		

Temporary Heat			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 250,000	\$105.00	\$4.50	\$109.50
250,001 to 500,000	\$157.50	\$6.30	\$163.80
Over 500,000	\$157.50 plus \$10.50 per 100,000 BTU (or portion of) over 500,000 BTU		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## PRIVATE SEWAGE PERMIT FEE SCHEDULE

Residential Installations			
Description	Permit Fee	SC Levy	Total Fee
Holding Tank, Open Discharge	\$210.00	\$8.40	\$218.40
Field, Mound, Sand Filter, Treatment Tank	\$262.50	\$10.50	\$273.00

NOTE: Non- Residential permit Fees will be quoted after a detailed review of application

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## ADDITIONAL CHARGES FEE SCHEDULE

(charge may be directed to or invoiced from applicable Agency)

Description	Total Fee
Compliance	\$125.00/hour
Emergency Services	\$125.00/hour
Investigation Services	\$125.00/hour
Appeal	\$125.00/hour
Enforcement	\$125.00/hour

## ADMINISTRATION FEES

Disciplines	Fee Description
Building	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.
Electrical, Gas, Plumbing & Septic	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled. No fee will be returned when an inspection(s) is carried out.

## PENALTIES

Description	Fine Amount
First Offence	\$100.00
Second and any subsequent offence	\$200.00

Note: Each day that a breach of the Bylaw has occurred may be considered a separate offence.

## SCHEDULE "C" – SPECIFIED PENALTIES

Section Reference	Description	Minimum & Specified Penalties	Second or Subsequent Offence within 6 months of Prior Offence
<b>PART 3 – OPERATIONAL RESTRICTIONS</b>			
10	Person operating a vehicle on a Highway other than in accordance with the weight limitation established, Overweight Permit, or Road Use Permit.	\$465.00	\$465.00
12(a)	Person operating a vehicle in contravention of a Traffic Control Device.	\$250.00	\$250.00
12(b)	Person Parking a vehicle in contravention of a Traffic Control Device.	\$100.00	\$100.00
13	Interfere with a Traffic Control Device.	\$250.00	\$250.00
14	Person operating a vehicle so as to track material onto the Highway.	\$250.00	\$250.00
16	Person place, cause to place, or permit another to litter or dump.	\$200.00	\$200.00
18	Person using an Undeveloped Road Allowance other than to access or travel along.	\$200.00	\$200.00
19	Person permits a Highway obstruction.	\$200.00	\$200.00
21	Person using engine retarder brakes within a Locality of the County.	\$200.00	\$200.00
<b>PART 4 – PARKING RESTRICTIONS</b>			
22	Person stopped or Parked contrary to a Traffic Control Device.	\$100.00	\$100.00
23(a)	Person Parked a Heavy Vehicle in a residential location.	\$100.00	\$100.00
23(b)	Person Parked a commercial vehicle in a residential location.	\$100.00	\$100.00
<b>PART 5 – EXEMPTION PERMITS</b>			
25	Person operating a Heavy Vehicle on a Highway not authorized as a Heavy Vehicle Route	\$500.00	\$500.00

<b>PART 7 – ROAD USE PERMIT</b>			
29	Person failing to pay such amounts, or post security in a form and amount, or both, as required under a Road Use Permit.	\$400.00	\$400.00
28	Person operating a vehicle without obtaining a Road Use Permit, as required.	\$500.00	\$500.00
30	Person contravening any term or condition of a Road Use Permit entered into by that Person.	\$500.00	\$500.00
<b>PART 10 – PERMITS AND LICENSES</b>			
36	Person contravening any term or condition of any permit or license issued pursuant to Bylaw.	\$500.00	\$500.00
37	Person making or providing false or misleading statement to obtain a permit or license pursuant to Bylaw.	\$400.00	\$400.00
<b>PART 13 – GENERAL</b>			
60	Person obstructing any Peace Officer, designate officer, or County employee contractor or agent in the exercise of any of their powers or duties under this Bylaw.	\$500.00	\$500.00

A Person found guilty of an offence under this Bylaw for which no penalty has been specifically provided is liable on summary conviction to a minimum fine of not less than \$1000.00 or not more than \$10,000.00 or to imprisonment for a term not exceeding six (6) months, or to both a fine and imprisonment.

# THE COUNTY OF VERMILION RIVER

## BYLAW 23-02

### FEE BYLAW

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF ALBERTA, TO AMEND THE COUNTY OF VERMILION RIVER FEE BYLAW (BYLAW 21-12)**

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**A BYLAW**

To amend the County of Vermilion River Fee Bylaw (Bylaw 21-12);

**WHEREAS**

the Municipal Government Act, R.S.A. 2000, as amended ("the Act") allows a Municipal Council to establish and amend its Fee Bylaw;

**NOW THEREFORE**

the Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts as follows:

That Bylaw No. 21-12, being a bylaw setting the Fees and Services of the Country of Vermilion River, is hereby amended as follows:

- Schedule "A" Administrative Fees Schedule, is hereby amended by replacing the existing Schedule "A" Administrative Fees Schedule with Schedule "A" attached hereto and forming a part of this bylaw

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving Third and Final Reading and having been signed by the Reeve and Chief Administrative Officer.

Read this First time this 24<sup>th</sup> day of January 2023

Read this Second time this 24<sup>th</sup> day of January 2023

Introduced for Third and Final time this 24<sup>th</sup> day of January 2023

Read a Third and Final time and finally passed, this 24<sup>th</sup> day of January 2023

**SIGNED** by the Reeve and Chief Administrative Officer this 24<sup>th</sup> day of January 2023.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER

**COUNTY OF VERMILION RIVER  
PROVINCE OF ALBERTA  
BYLAW NO. 21-12**

**A BYLAW** of the County of Vermilion River in the Province of Alberta concerning the fees established in respect to specific administrative goods / services provided by the County to individuals or organizations.

**WHEREAS** the Municipal Government Act (MGA); Statutes of Alberta, 2000 Chapter M-26, section 7(f) permits a municipality to regulate services provided by or on behalf of the municipality; and

**WHEREAS** the County deems it expedient and in the public interest to promulgate by Bylaw provisions respecting the collection and charging of fees, in connection with the operation of County goods and services provided to individual or organizations.

**NOW THEREFORE** the Council of the County of Vermilion River, duly assembles, enacts as follows:

1. That a fee shall be established for inspection of the assessment roll during regular business hours, that is a requirement by the MGA section 307.
2. That waiver or reduction of the fees established by this Bylaw may only be granted under the discretion of the Chief Administrative Officer (CAO) but exercising such discretion shall be reported to Council at the next scheduled Council meeting.
3. The fee schedules, for specific administrative goods and services, as outlined in Schedule A, Schedule B, and Schedule C, attached hereto and forming part of this bylaw, and which authorizes the rates to be charged to individuals or organizations.
4. This Bylaw repeals, supersedes and takes precedence over all previously passed Bylaws (and amending Bylaws) that refer to Fee Schedules for Goods and Services, as well as any previously passed motions that may be in conflict with this Bylaw.
5. Should any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining Bylaw shall be maintained.
6. This Bylaw comes into effect upon its final passing thereof.



READ A FIRST TIME THIS 22nd DAY OF June 2021.

READ A SECOND TIME THIS 22nd DAY OF June 2021.

READ A THIRD TIME THIS 22nd DAY OF June 2021.

SIGNED by the Reeve and Chief Administrative Officer this 22nd day of June 2021.

  
\_\_\_\_\_  
REEVE

  
\_\_\_\_\_  
CHIEF ADMISTRATIVE OFFICER



The consolidated copy includes:  
Bylaw No. 21-21 November 2021  
Bylaw No. 23-02 January 2023

## SCHEDULE "A" ADMINISTRATIVE FEES

Item	Fee
<b>ADMINISTRATION FEES:</b>	
<b>Information Requests:</b>	
FOIP Request (no GST)	As per the Freedom of Information and Protection of Privacy Regulations A.R. 186/2008, as amended
<b>Outside of a FOIP Request:</b>	
Locating and retrieving a record(s), supervising the examination of a record(s), and for preparing and handling a record(s) for disclosure	\$35.00/hour (first 1h hour fee)
<b>For producing a record from an electronic record:</b>	
a) Computer processing and related charges	Actual cost to public body
b) Computer programming	\$50.00/hour
<b>For shipping any item requested:</b>	Actual amount incurred
<b>Document Provision:</b>	
a) Photocopies, paper and computer printouts	\$0.50 per page
b) CDs/DVDs/Flash drives	\$15.00 each
c) Plotting (colour or black and white - includes GST):	
i) Villages – less than 80% coverage	\$8.00/linear foot
ii) Villages – more than 80% coverage	\$10.00/linear foot
iii) Private Sector – less than 80% coverage	\$11.00/linear foot
iv) Private Sector – more than 80% coverage	\$18.00/linear foot
<b>Council Agendas &amp; Minutes:</b>	
Available on County website: <a href="http://vermillion-river.com">vermillion-river.com</a>	
a) Minutes - printed & picked up at office	As per document charges above
b) Minutes - printed & mailed	As per document charges and mailing charges
c) Agendas - summary page	No charge
d) Agendas - detailed agenda package printed	As per document charges above
e) Agendas - detailed agenda package printed and mailed	As per document charges and mailing charges
<b>Other media not listed above:</b>	
<b>Flags:</b>	
a) Schools located within the County - one of each flag per year	No charge
b) Public (Alberta/Canada/County flags)	Actual cost to public body
<b>County Pins:</b>	\$1.00 each

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

<b>Maps:</b>	
a) Picked up at office:	
i) Folded Maps	\$15.00 each
ii) Rolled Maps	\$25.00 each
b) Maps mailed out	
i) Folded Maps	\$20.00 each
ii) Rolled Maps	\$45.00 each
<b>Aerials:</b>	\$10.00 each
<b>Tax Information:</b>	
a)	
b) Tax Certificate (written request required)	\$20.00 (no GST)
c) Assessment Appeal Fee (CARB & LARB)	Fees as per MRAC Section 12 Fees as of January 1, 2023 Schedule 2 CARB \$650 LARB \$50
<b>Fax Machine Services:</b>	
a) Staff:	
i) In-coming fax	\$1.00 per page
ii) Out-going fax - local	\$1.00 per page
iii) Out-going fax - long distance	\$1.50 per page
b) Public	
i) Out-going fax - Canada	\$1.50 per page
ii) Out-going fax - United States	\$2.00 per page
iii) Out-going fax - Toll free #	\$1.00 per page
iv) In-coming fax	\$1.00 per page
<b>NSF Cheques or Stop Payment:</b>	\$48.00 per item
<b>PLANNING AND DEVELOPMENT FEES:</b>	
<b>Documents:</b>	
a) Land Use Bylaw	\$50.00
b) Municipal Development Plan	\$15.00
c) Inter-municipal Development Plan	\$25.00 each
d) Inter-municipal Collaboration Framework	\$15.00 each
e) Area Structure Plan and Other Studies	\$50.00 each
f) Historical Information Request (written request required)	\$75.00 each
g) Environmental Information Request (written request required)	\$75.00 each
<b>Development Permit Fees:</b>	
a) Permitted Use	\$150.00 each
b) Discretionary Use	\$350.00 each (up to 10% variance)
c) Decks & Demolition	\$50.00 each
d) Agricultural Buildings & Structures	\$50.00 each
e) RV Campground (requires an approved Site Development Plan)	Permitted: \$300.00

	Discretionary: \$450.00 (up to 10% variance)
f) Revision to an Active Development Permit (minor revision)	Before Development completion: Residential \$250.00 Non-Residential \$450.00
g) Revision to an Active Development Permit (major revision)	Must re-apply
h) Development Permit Time Extension	\$100.00 each )max of 2)
i) Post Development Application (development without permit)	\$450.00 penalty (each) + permit application fee
j) Compliance Letter	\$75.00 each (\$125.00 rush request)
k) Occupancy Permit	Residential: \$50.00 Non-residential: \$75.00
l) Variance over 10%	Residential: \$550.00 + permit application fee Non-residential: \$600.00 + permit application fee
m) Natural Resource/Extraction/Ground Disturbance Operations	\$350.00 each
n) Towers (communication, weather. etc.)	\$350.00 each
o) Rural Address Signs	\$150 + GST
<b>Bylaws, Agreements, and Other:</b>	
a) Land Use Bylaw Amendment	\$1,200.00 each
b) Withdrawal of Bylaw Amendment Application after the Bylaw is written	No fee refund
c) Withdrawal of Bylaw Amendment Application before Bylaw is written	75% refund
d) Land Use Redesignation (rezoning)	\$1,200.00 each
e) Municipal Development Plan Amendment	\$1,200.00 each
f) Inter-Municipal Development Plan Amendment	\$5,000.00 each
g) Adopting/ Amending an Area Structure Plan	\$2,000.00 each + \$200.00/gross hectare (contractor engineering fees may apply)
h) Preparation of a Development Agreement (for the creation of 4 or more parcels)	\$3,200.00 each + 2.5% of security plus legal fees (subject to engineering systems appraisal; contractor engineering fees invoiced separately)
i) Preparation of a Development Agreement – Minor – less than 4 parcels (no road, drainage, or water/sewer)	\$50.00

Amended by  
Bylaw 23-02

Amended by  
Bylaw 23-02

Amended by  
Bylaw 23-02

j) Preparation of a Development Agreement – Major – less than 4 parcels (may include road, drainage, or water/sewer, etc.)	\$1200.00
k) Preparation of an Area Structure Plan/Site Development Plan (proposals creating over 4 parcels on a quarter section)	\$10,000.00 + GST (contract engineering fees invoiced separately)
l) Preparation of an Encroachment Agreement	\$3,200.00 each (contractor engineering fees may apply)
m) Contravention of the Land Use Bylaw - Stop Order	All costs associated with the contravention to be applied to tax roll account
n) Request for review of Contravention Order	\$350.00 each
o) Approach Permit Application	\$300.00 + GST
p) Bylaw Review	\$300.00 each
q) Caveat Discharge	\$110.00 + GST
r) Digital Copies of Plans	\$10.00
s) Approach Construction Deposit	Contractor Estimate + 25%
t) Road Upgrade Deposit	Contractor Estimate (100% deposit)
<b>Subdivisions:</b>	
a) Cost of complete subdivision	As per Subdivision Authority
b)	
c) County Administration Fee - 1 parcel	\$210.00 + GST
d) County Administration Fee - 2 to 4 parcels	\$400.00 + GST
e) County Administration Fee - more than 5 parcels	\$400.00 + GST per parcel
<b>Appeals:</b>	
Subdivision and Development Appeal Board Application	\$400.00 (100% refundable if appeal is upheld)
<b>Land:</b>	
a) Acquisition greater than 100-foot right-of-way	\$3,000.00/acre
b) Less than 100-foot right-of-way	\$3,000.00/acre (Minimum payment of \$500)
c) Road Allowance License	\$250.00 Application Fee \$100.00 Annual License Fee
d) Crop Lease	\$40.00 per Acre
e) Grazing Lease	\$40.00 per Acre
f) Miscellaneous Lease	\$250.00 per year or minimum property taxes, whichever is greater
<b>Road Closure Application:</b>	\$250.00 plus all subdivision and survey costs
<b>PUBLIC WORKS FEES:</b>	
<b>Residential Dust Control</b>	
a) 300 metres	\$1,500.00 + GST

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

b) 200 metres	\$1,000.00 + GST
<b>Snow Plow Flags (waiver required):</b>	
a) Seniors/Disabled	\$50.00 per year
b) Ratepayer	\$200.00 per year
c) Buffalo Trail Public School Bus Route	
i) Parental Choice	\$200.00 per year
ii) End of Route	No Fee
iii) Essential	No Fee
d) Flag Mailed	Cost of Flag + \$10.00
e) Driveway in excess of 500 metres	As per current ARHCA Rates
<b>Heavy Truck Permits:</b>	
<b>Undeveloped Road Allowance Inspection:</b>	
	\$250.00
<b>Beaver dam removal on private land (dam not affecting County infrastructure)</b>	
	\$500.00/dam/visit
<b>Industry Agreements:</b>	
a) Seismic Inspection	\$250.00 per inspection
b) Approach Construction Approval	\$250.00 per inspection
c) Utilize/Alter Existing Approach	\$250.00 per inspection
d) Pipeline Crossing and Right-of-Way	\$250.00 per inspection
e) Request to leave approach in place	\$250.00 per inspection
f) Two Week Special Road Use Agreement	First 5 per year no fee, over 5 \$350.00 per agreement
<b>Water Meters:</b>	
a) Replacement water meter due to neglect/damage	\$350.00 per meter
b) Replacing the frost plate due to neglect/damage	\$100.00 per frost plate installation
<b>NATURAL GAS UTILITY FEES:</b>	
<b>AGRICULTURAL &amp; ENVIRONMENT FEES:</b>	
<b>PROTECTIVE SERVICES FEES:</b>	
Rental for Tower Space (including electrical cost):	
a) Towers over 100 feet	\$3,000.00 + GST per year or \$750.00 quarterly
b) Towers less than 100 feet	\$1,800.00 + GST per year or \$450.00 quarterly
c) Towers that provide benefit to the public to a large portion of the County (i.e. internet)	\$900.00 + GST per year or \$225.00 quarterly
d) Towers owned by County but constructed by the Lessor	Actual power consumption cost

## SCHEDULE "B" – SAFETY CODE PERMITS FEES

### BUILDING PERMIT FEE SCHEDULE

Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New Single Family Dwelling	\$5.78 per \$1000 construction value (**see Minimum Construction Value Factors)
Relocation of a Building (on crawlspace or basement)	\$0.32/sq.ft. Minimum fee \$126.00
Relocation of a Building (on piles or blocking only)	\$126.00
Garage, Addition, Renovation, Basement Development (not at time of new home construction)	\$0.32/sq. ft. Minimum fee \$126.00
Deck, Solid Fuel Burning Appliance, Demolition	\$126.00
Minimum Residential Building Permit Fee	\$126.00

Non-Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New, Addition, Renovation, Alteration	\$5.78 per \$1000 construction value
Minimum Building Permit Fee	\$262.50

Project Value is based on the actual cost of material and labour.

Verification of cost may be requested prior to permit issuance.

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



<b>**Minumum Construction Value Factors</b>	<b>Per Square Foot</b>
<b>Residential Housing</b>	
Single Family	\$157.50
Single Family (2nd Storey)	\$89.25
Multi-Family (3 storeys or less)	\$178.50
Multi-Family (more than 3 storeys)	\$162.75
Townhouses or Rows	\$178.50
Garage (attached or detached)	\$36.75
Carport	\$36.75
Renovations	\$78.75
<b>Apartments</b>	
Concrete Construction	\$141.75
Masonry and Wood Construction	\$141.75
Basement Parkade	\$94.50
Above-ground Parkade	\$94.50
<b>Commercial (Offices, Restaurants, Service Stations, Warehouses)</b>	
Concrete Construction	\$141.75
Masonry Construction	\$141.75
Masonry and Wood or Steel Construction	\$141.75
Steel Construction	\$141.75
Wood Construction	\$126.00
Renovations	\$84.00
<b>Churches, Hotels, Schools</b>	
Concrete Construction	\$141.75
Masonry or Wood	\$141.75
Wood Construction	\$126.00
<b>Hospitals</b>	
Concrete Construction	\$283.50
Masonry and Wood or Steel Construction	\$257.25
Wood Construction	\$225.75
<b>Industrial</b>	
For further information please contact a County approved Safety Codes Agency	



## ELECTRICAL PERMIT FEE SCHEDULE

Residential			
New Single Family Dwellings and Additions			
Square Footage	Permit Fee	SC Levy	Total Fee
Up to 1200	\$126.00	\$5.04	\$131.04
1201 – 1500	\$136.50	\$5.46	\$141.96
1501 – 2000	\$173.25	\$6.93	\$180.18
2001 – 2500	\$189.00	\$7.56	\$196.56
Over 2500	\$189.00 plus \$0.11 per square foot over 2500 square feet		

Garages / Renovations / Basement Development			
Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$500	\$78.75	\$4.50	\$83.25
\$501 - \$1000	\$94.50	\$4.50	\$99.00
\$1001 - \$2000	\$110.25	\$4.50	\$114.75
\$2001 - \$3000	\$126.00	\$5.04	\$131.04
\$3001 - \$4000	\$141.75	\$5.67	\$147.42
\$4001 - \$5000	\$157.50	\$6.30	\$163.80
Installation costs greater than \$5000 refer to the square footage fee schedule			

Service Connections			
Description	Permit Fee	SC Levy	Total Fee
Permanent Service Connection Only	\$89.25	\$4.50	\$93.75
Temporary Power / Underground Service	\$89.25	\$4.50	\$93.75

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

# **ELECTRICAL PERMIT FEE SCHEDULE**

<b>NON-RESIDENTIAL</b>			
<b>Installation Cost</b>	<b>Permit Fee</b>	<b>SC Levy</b>	<b>Total Fee</b>
0 to \$1,000	\$89.25	\$4.50	\$93.75
\$1,001 to \$1,500	\$94.50	\$4.50	\$99.00
\$1,501 to \$2,000	\$99.75	\$4.50	\$104.25
\$2,001 to \$2,500	\$110.25	\$4.50	\$114.75
\$2,501 to \$3,000	\$120.75	\$4.83	\$125.58
\$3,001 to \$3,500	\$131.25	\$5.25	\$136.50
\$3,501 to \$4,000	\$136.50	\$5.46	\$141.96
\$4,001 to \$4,500	\$141.75	\$5.67	\$147.42
\$4,501 to \$5,000	\$147.00	\$5.88	\$152.88
\$5,001 to \$5,500	\$152.25	\$6.09	\$158.34
\$5,501 to \$6,000	\$157.50	\$6.30	\$163.80
\$6,001 to \$6,500	\$162.75	\$6.51	\$169.26
\$6,501 to \$7,000	\$168.00	\$6.72	\$174.72
\$7,001 to \$7,500	\$173.25	\$6.93	\$180.18
\$7,501 to \$8,000	\$178.50	\$7.14	\$185.64
\$8,001 to \$8,500	\$183.75	\$7.35	\$191.10
\$8,501 to \$9,000	\$189.00	\$7.56	\$196.56
\$9,001 to \$9,500	\$194.25	\$7.77	\$202.02
\$9,501 to \$10,000	\$199.50	\$7.98	\$207.48
\$10,001 to \$11,000	\$204.75	\$8.19	\$212.94
\$11,001 to \$12,000	\$210.00	\$8.40	\$218.40
\$12,001 to \$13,000	\$215.25	\$8.61	\$223.86
\$13,001 to \$14,000	\$220.50	\$8.82	\$229.32
\$14,001 to \$15,000	\$225.75	\$9.03	\$234.78
\$15,001 to \$16,000	\$231.00	\$9.24	\$240.24
\$16,001 to \$17,000	\$236.25	\$9.45	\$245.70
\$17,001 to \$18,000	\$241.50	\$9.66	\$251.16
\$18,001 to \$19,000	\$246.75	\$9.87	\$256.62
\$19,001 to \$20,000	\$252.00	\$10.08	\$262.08
Over \$20,000	\$252.00 plus \$5.25 per \$1,000 (or portion of) over \$20,000		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## PLUMBING PERMIT FEE SCHEDULE

All Installations			
Number of Fixtures	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$105.00	\$4.50	\$109.50
5	\$110.25	\$4.50	\$114.75
6	\$115.50	\$4.62	\$120.12
7	\$120.75	\$4.83	\$125.58
8	\$126.00	\$5.04	\$131.04
9	\$131.25	\$5.25	\$136.50
10	\$136.50	\$5.46	\$141.96
11	\$141.75	\$5.67	\$147.42
12	\$147.00	\$5.88	\$152.88
13	\$152.25	\$6.09	\$158.34
14	\$157.50	\$6.30	\$163.80
15	\$162.75	\$6.51	\$169.26
16	\$168.00	\$6.72	\$174.72
17	\$173.25	\$6.93	\$180.18
18	\$178.50	\$7.14	\$185.64
19	\$183.75	\$7.35	\$191.10
20	\$189.00	\$7.56	\$196.56
Over 20	\$189.00 plus \$4.73 per fixture over 20		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## GAS PERMIT FEE SCHEDULE

Residential Installations			
Number of Outlets	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$120.75	\$4.83	\$125.58
5	\$141.75	\$5.67	\$147.42
6	\$162.75	\$6.51	\$169.26
7	\$183.75	\$7.35	\$191.10
8	\$204.75	\$8.19	\$212.94
9	\$225.75	\$9.03	\$234.78
10	\$246.75	\$9.87	\$256.62
Over 10	\$246.75 plus \$10.50 per outlet over 10		

Other Gas Installations (Residential & Non-Residential)			
Description	Permit Fee	SC Levy	Total Fee
Propane Tank Set	\$105.00	\$4.50	\$109.50
Additional Tanks	\$50.00	\$4.50	\$54.50
Temporary Heat	\$105.00	\$6.30	\$109.50
Grain Dryers	\$250.00	\$10.00	\$260.00
Propane Cylinder Refill Centre	\$157.50	\$6.30	\$163.80

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## GAS PERMIT FEE SCHEDULE

NON-RESIDENTIAL			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 150,000	\$105.00	\$4.50	\$109.50
150,001 to 250,000	\$131.25	\$5.25	\$136.50
250,001 to 350,000	\$157.50	\$6.30	\$163.80
350,001 to 500,000	\$183.75	\$7.35	\$191.10
500,001 to 750,000	\$210.00	\$8.40	\$218.40
750,001 to 1,000,000	\$236.25	\$9.45	\$245.70
Over 1,000,000	\$236.25 plus \$5.25 per 100,000 (or portion of) over 1,000,000 BTU		

Temporary Heat			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 250,000	\$105.00	\$4.50	\$109.50
250,001 to 500,000	\$157.50	\$6.30	\$163.80
Over 500,000	\$157.50 plus \$10.50 per 100,000 BTU (or portion of) over 500,000 BTU		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## PRIVATE SEWAGE PERMIT FEE SCHEDULE

Residential Installations			
Description	Permit Fee	SC Levy	Total Fee
Holding Tank, Open Discharge	\$210.00	\$8.40	\$218.40
Field, Mound, Sand Filter, Treatment Tank	\$262.50	\$10.50	\$273.00

NOTE: Non- Residential permit Fees will be quoted after a detailed review of application

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## ADDITIONAL CHARGES FEE SCHEDULE

(charge may be directed to or invoiced from applicable Agency)

Description	Total Fee
Compliance	\$125.00/hour
Emergency Services	\$125.00/hour
Investigation Services	\$125.00/hour
Appeal	\$125.00/hour
Enforcement	\$125.00/hour

## ADMINISTRATION FEES

Amended by  
Bylaw 21-21

Disciplines	Fee Description
Building	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.
Electrical, Gas, Plumbing & Septic	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled. No fee will be returned when an inspection(s) is carried out.

## PENALTIES

Amended by  
Bylaw 21-21

Description	Fine Amount
First Offence	\$100.00
Second and any subsequent offence	\$200.00

Note: Each day that a breach of the Bylaw has occurred may be considered a separate offence.

## SCHEDULE "C" – SPECIFIED PENALTIES

Section Reference	Description	Minimum & Specified Penalties	Second or Subsequent Offence within 6 months of Prior Offence
<b>PART 3 – OPERATIONAL RESTRICTIONS</b>			
<b>11, 12</b>	Person operating a vehicle on a Highway other than in accordance with the weight limitation established, Overweight Permit, or Road Use Permit.	\$465.00	\$465.00
<b>13(a)</b>	Person operating a vehicle in contravention of a Traffic Control Device.	\$250.00	\$250.00
<b>13(b)</b>	Person Parking a vehicle in contravention of a Traffic Control Device.	\$100.00	\$100.00
<b>14</b>	Interfere with a Traffic Control Device.	\$250.00	\$250.00
<b>15</b>	Person operating a vehicle so as to track material onto the Highway.	\$250.00	\$250.00
<b>17</b>	Person place, cause to place, or permit another to litter or dump.	\$200.00	\$200.00
<b>19</b>	Person using an Undeveloped Road Allowance other than to access or travel along.	\$200.00	\$200.00
<b>20</b>	Person permits a Highway obstruction.	\$200.00	\$200.00
<b>22</b>	Person using engine retarder brakes within a Locality of the County.	\$200.00	\$200.00
<b>PART 4 – PARKING RESTRICTIONS</b>			
<b>23</b>	Person stopped or Parked contrary to a Traffic Control Device.	\$100.00	\$100.00
<b>24,25(a)</b>	Person Parked a Heavy Vehicle in a residential location.	\$100.00	\$100.00
<b>25(b)</b>	Person Parked a commercial vehicle in a residential location.	\$100.00	\$100.00
<b>PART 5 – EXEMPTION PERMITS</b>			
<b>27</b>	Person operating a Heavy Vehicle on a Highway not authorized as a Heavy Vehicle Route	\$500.00	\$500.00

<b>PART 7 – ROAD USE PERMIT</b>			
<b>31</b>	Person failing to pay such amounts, or post security in a form and amount, or both, as required under a Road Use Permit.	\$400.00	\$400.00
<b>30</b>	Person operating a vehicle without obtaining a Road Use Permit, as required.	\$500.00	\$500.00
<b>32</b>	Person contravening any term or condition of a Road Use Permit entered into by that Person.	\$500.00	\$500.00
<b>PART 10 – PERMITS AND LICENSES</b>			
<b>39</b>	Person contravening any term or condition of any permit or license issued pursuant to Bylaw.	\$500.00	\$500.00
<b>41</b>	Person making or providing false or misleading statement to obtain a permit or license pursuant to Bylaw.	\$400.00	\$400.00
<b>PART 13 – GENERAL</b>			
<b>63</b>	Person obstructing any Peace Officer, designate officer, or County employee contractor or agent in the exercise of any of their powers or duties under this Bylaw.	\$500.00	\$500.00

A Person found guilty of an offence under this Bylaw for which no penalty has been specifically provided is liable on summary conviction to a minimum fine of not less than \$1000.00 or not more than \$10,000.00 or to imprisonment for a term not exceeding six (6) months, or to both a fine and imprisonment.



**COUNTY OF VERMILION RIVER  
BYLAW NO. 23-12  
FEE BYLAW**

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF  
ALBERTA, TO AMEND THE COUNTY OF VERMILION RIVER FEE BYLAW (BYLAW 21-12)**

**A BYLAW** to amend the County of Vermilion River Fee Bylaw (Bylaw 21-12)

**WHEREAS** the Municipal Government Act (MGA); Statutes of Alberta, 2000 Chapter M-26, section 7(f) permits a municipality to regulate services provided by or on behalf of the municipality; and

**NOW THEREFORE** the Council of the County of Vermilion River, duly assembles, enacts as follows:

That Bylaw No. 21-12, being a bylaw setting the Fees and Services of the County of Vermilion River, is hereby amended as follows:

- Schedule "A" Administrative Fees Schedule is hereby amended by replacing the existing Schedule "A" Administrative Fees Schedule with Schedule "A" attached hereto and forming a part of this bylaw.

SHOULD any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

THIS Bylaw shall come into force and effect upon receiving Third and Final Reading and having been signed by the Reeve and Chief Administrative Officer.

READ A FIRST TIME THIS 13 DAY OF June 2023.

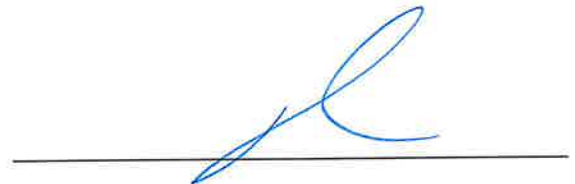
READ A SECOND TIME THIS 13 DAY OF June 2023.

READ A THIRD TIME THIS 13 DAY OF June 2023.

SIGNED by the Reeve and Chief Administrative Officer this 13 day of  
June 2023.

A handwritten signature in blue ink, appearing to read "Stacy Hryciuk", written over a horizontal line.

REEVE

A stylized handwritten signature in blue ink, written over a horizontal line.

CHIEF ADMINISTRATIVE OFFICER

## SCHEDULE "A" ADMINISTRATIVE FEES

Item	Fee
<b>ADMINISTRATION FEES:</b>	
<b>Information Requests:</b>	
FOIP Request (no GST)	As per the <i>Freedom of Information and Protection of Privacy Regulations</i> A.R. 186/2008, as amended
<b>Outside of a FOIP Request:</b>	
Locating and retrieving a record(s), supervising the examination of a record(s), and for preparing and handling a record(s) for disclosure	\$35.00/hour (first 1h hour fee)
<b>For producing a record from an electronic record:</b>	
a) Computer processing and related charges	Actual cost to public body
b) Computer programming	\$50.00/hour
<b>For shipping any item requested:</b>	Actual amount incurred
<b>Document Provision:</b>	
a) Photocopies, paper and computer printouts	\$0.50 per page
b) CDs/DVDs/Flash drives	\$15.00 each
c) Plotting (colour or black and white - includes GST):	
i) Villages – less than 80% coverage	\$8.00/linear foot
ii) Villages – more than 80% coverage	\$10.00/linear foot
iii) Private Sector – less than 80% coverage	\$11.00/linear foot
iv) Private Sector – more than 80% coverage	\$18.00/linear foot
<b>Council Agendas &amp; Minutes:</b>	
Available on County website: <a href="http://vermillion-river.com">vermillion-river.com</a>	
a) Minutes - printed & picked up at office	As per document charges above
b) Minutes - printed & mailed	As per document charges and mailing charges
c) Agendas - summary page	No charge
d) Agendas - detailed agenda package printed	As per document charges above
e) Agendas - detailed agenda package printed and mailed	As per document charges and mailing charges
<b>Other media not listed above:</b>	
<b>Flags:</b>	
a) Schools located within the County - one of each flag per year	No charge
b) Public (Alberta/Canada/County flags)	Actual cost to public body
<b>County Pins:</b>	\$1.00 each

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

<b>Maps:</b>	
a) Picked up at office:	
i) Folded Maps	\$15.00 each
ii) Rolled Maps	\$25.00 each
b) Maps mailed out	
i) Folded Maps	\$20.00 each
ii) Rolled Maps	\$45.00 each
<b>Aerials:</b>	\$10.00 each
<b>Tax Information:</b>	
a)	
b) Tax Certificate (written request required)	\$20.00 (no GST)
c) Assessment Appeal Fee (CARB & LARB)	Fees as per MRAC Section 12 Fees as of January 1, 2023 Schedule 2 CARB \$650 LARB \$50
<b>Fax Machine Services:</b>	
a) Staff:	
i) In-coming fax	\$1.00 per page
ii) Out-going fax - local	\$1.00 per page
iii) Out-going fax – long distance	\$1.50 per page
b) Public	
i) Out-going fax – Canada	\$1.50 per page
ii) Out-going fax – United States	\$2.00 per page
iii) Out-going fax – Toll free #	\$1.00 per page
iv) In-coming fax	\$1.00 per page
<b>NSF Cheques or Stop Payment:</b>	\$48.00 per item
<b>PLANNING AND DEVELOPMENT FEES:</b>	
<b>Documents:</b>	
a) Land Use Bylaw	\$50.00
b) Municipal Development Plan	\$15.00
c) Inter-municipal Development Plan	\$25.00 each
d) Inter-municipal Collaboration Framework	\$15.00 each
e) Area Structure Plan and Other Studies	\$50.00 each
f) Historical Information Request (written request required)	\$75.00 each
g) Environmental Information Request (written request required)	\$75.00 each
<b>Development Permit Fees:</b>	
a) Permitted Use	\$150.00 each
b) Discretionary Use	\$350.00 each (up to 10% variance)
c) Decks & Demolition	\$50.00 each
d) Agricultural Buildings & Structures	\$50.00 each
e) RV Campground (requires an approved Site Development Plan)	Permitted: \$300.00

	Discretionary: \$450.00 (up to 10% variance)
f) Revision to an Active Development Permit (minor revision)	Before Development completion: Residential \$250.00 Non-Residential \$450.00
g) Revision to an Active Development Permit (major revision)	Must re-apply
h) Development Permit Time Extension	\$100.00 each )max of 2)
i) Post Development Application (development without permit)	\$450.00 penalty (each) + permit application fee
j) Compliance Letter	\$75.00 each (\$125.00 rush request)
k) Occupancy Permit	Residential: \$50.00 Non-residential: \$75.00
l) Variance over 10%	Residential: \$550.00 + permit application fee Non-residential: \$600.00 + permit application fee
m) Natural Resource/Extraction/Ground Disturbance Operations	\$350.00 each
n) Towers (communication, weather. etc.)	\$350.00 each
o) Rural Address Signs	\$280 + GST
<b>Bylaws, Agreements, and Other:</b>	
a) Land Use Bylaw Amendment	\$1,200.00 each
b) Withdrawal of Bylaw Amendment Application after the Bylaw is written	No fee refund
c) Withdrawal of Bylaw Amendment Application before Bylaw is written	75% refund
d) Land Use Redesignation (rezoning)	\$1,200.00 each
e) Municipal Development Plan Amendment	\$1,200.00 each
f) Inter-Municipal Development Plan Amendment	\$5,000.00 each
g) Adopting/ Amending an Area Structure Plan	\$2,000.00 each + \$200.00/gross hectare (contractor engineering fees may apply)
h) Preparation of a Development Agreement (for the creation of 4 or more parcels)	\$3,200.00 each + 2.5% of security plus legal fees (subject to engineering systems appraisal; contractor engineering fees invoiced separately)
i) Preparation of a Development Agreement – Minor – less than 4 parcels (no road, drainage, or water/sewer)	\$50.00

Amended by  
Bylaw 23-12

Amended by  
Bylaw 23-02

Amended by  
23-02

Amended by  
Bylaw 23-02

j) Preparation of a Development Agreement – Major – less than 4 parcels (may include road, drainage, or water/sewer, etc.)	\$1200.00
k) Preparation of an Area Structure Plan/Site Development Plan (proposals creating over 4 parcels on a quarter section)	\$10,000.00 + GST (contract engineering fees invoiced separately)
l) Preparation of an Encroachment Agreement	\$3,200.00 each (contractor engineering fees may apply)
m) Contravention of the Land Use Bylaw - Stop Order	All costs associated with the contravention to be applied to tax roll account
n) Request for review of Contravention Order	\$350.00 each
o) Approach Permit Application	\$300.00 + GST
p) Bylaw Review	\$300.00 each
q) Caveat Discharge	\$110.00 + GST
r) Digital Copies of Plans	\$10.00
s) Approach Construction Deposit	Contractor Estimate + 25%
t) Road Upgrade Deposit	Contractor Estimate (100% deposit)
<b>Subdivisions:</b>	
a) Cost of complete subdivision	As per Subdivision Authority
b)	
c) County Administration Fee - 1 parcel	\$210.00 + GST
d) County Administration Fee - 2 to 4 parcels	\$400.00 + GST
e) County Administration Fee - more than 5 parcels	\$400.00 + GST per parcel
<b>Appeals:</b>	
Subdivision and Development Appeal Board Application	\$400.00 (100% refundable if appeal is upheld)
<b>Land:</b>	
a) Acquisition greater than 100-foot right-of-way	\$3,000.00/acre
b) Less than 100-foot right-of-way	\$3,000.00/acre (Minimum payment of \$500)
c) Road Allowance License	\$250.00 Application Fee \$100.00 Annual License Fee
d) Crop Lease	\$40.00 per Acre
e) Grazing Lease	\$40.00 per Acre
f) Miscellaneous Lease	\$250.00 per year or minimum property taxes, whichever is greater
<b>Road Closure Application:</b>	\$250.00 plus all subdivision and survey costs
<b>PUBLIC WORKS FEES:</b>	
<b>Residential Dust Control</b>	
a) 300 metres	\$1,500.00 + GST

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

b) 200 metres	\$1,000.00 + GST
<b>Snow Plow Flags (waiver required):</b>	
a) Seniors/Disabled	\$50.00 per year
b) Ratepayer	\$200.00 per year
c) Buffalo Trail Public School Bus Route	
i) Parental Choice	\$200.00 per year
ii) End of Route	No Fee
iii) Essential	No Fee
d) Flag Mailed	Cost of Flag + \$10.00
e) Driveway in excess of 500 metres	As per current ARHCA Rates
<b>Heavy Truck Permits:</b>	No Fee
<b>Undeveloped Road Allowance Inspection:</b>	\$250.00
<b>Beaver dam removal on private land (dam not affecting County infrastructure)</b>	\$500.00/dam/visit
<b>Industry Agreements:</b>	
a) Seismic Inspection	\$250.00 per inspection
b) Approach Construction Approval	\$250.00 per inspection
c) Utilize/Alter Existing Approach	\$250.00 per inspection
d) Pipeline Crossing and Right-of-Way	\$250.00 per inspection
e) Request to leave approach in place	\$250.00 per inspection
f) Two Week Special Road Use Agreement	First 5 per year no fee, over 5 \$350.00 per agreement
<b>Water Meters:</b>	
a) Replacement water meter due to neglect/damage	\$350.00 per meter
b) Replacing the frost plate due to neglect/damage	\$100.00 per frost plate installation
<b>NATURAL GAS UTILITY FEES:</b>	
<b>AGRICULTURAL &amp; ENVIRONMENT FEES:</b>	
<b>PROTECTIVE SERVICES FEES:</b>	
Rental for Tower Space (including electrical cost):	
a) Towers over 100 feet	\$3,000.00 + GST per year or \$750.00 quarterly
b) Towers less than 100 feet	\$1,800.00 + GST per year or \$450.00 quarterly
c) Towers that provide benefit to the public to a large portion of the County (i.e. internet)	\$900.00 + GST per year or \$225.00 quarterly
d) Towers owned by County but constructed by the Lessor	Actual power consumption cost



# THE COUNTY OF VERMILION RIVER

## BYLAW 23-20

### FEE BYLAW

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING THE COUNTY OF VERMILION RIVER FEE BYLAW (BYLAW 21-12)**

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**A BYLAW** To amend the County of Vermilion River Fee Bylaw (Bylaw 21-12)

**WHEREAS** The *Municipal Government Act* (MGA); Statutes of Alberta, 2000 Chapter M-26, section 7(f) permits a municipality to regulate services provided by or on behalf of the municipality; and

**NOW THEREFORE** The Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts as follows:

1. That Bylaw 21-12, being a bylaw setting the Fees and Services of the County of Vermilion River, is hereby amended as follows:
  - a. Schedule 'A' Administrative Fees Schedule is hereby amended by replacing the existing Schedule 'A' Administrative Fees Schedule with Schedule 'A' attached hereto and forming a part of this bylaw.

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving Third and Final Reading and having been signed by the Reeve and Chief Administrative Officer.



Read this First time this 12 day of December, 2023

Read this Second time this 12 day of December, 2023

Introduced for Third and Final time this 12 day of December, 2023

Read a Third and Final time and finally passed, this 12 day of December, 2023

**SIGNED** by the Reeve and Chief Administrative Officer this 12 day of December, 2023.

  
REEVE  
CHIEF ADMINISTRATIVE OFFICER

# THE COUNTY OF VERMILION RIVER

## BYLAW 24-03

### FEE BYLAW

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF ALBERTA, TO AMEND THE COUNTY OF VERMILION RIVER FEE BYLAW (BYLAW 21-12)**

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**A BYLAW** To amend the County of Vermilion River Fee Bylaw (Bylaw 21-12);

**WHEREAS** the Municipal Government Act, R.S.A. 2000, as amended ("the Act") allows a Municipal Council to establish and amend its Fee Bylaw;

**NOW THEREFORE** the Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts as follows:

That Bylaw No. 21-12, being a bylaw setting the Fees and Services of the Country of Vermilion River, is hereby amended as follows:

- 1) Schedule "A" Administrative Fees Schedule, is hereby amended by replacing the existing Schedule "A" Administrative Fees Schedule with Schedule "A" attached hereto and forming a part of this bylaw.
- 2) Schedule "C" Specified Penalties, is hereby removed in entirety.

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving Third and Final

Reading and having been signed by the Reeve and Chief Administrative Officer.

Read this First time this 23<sup>rd</sup> day of April 2024

Read this Second time this 23<sup>rd</sup> day of April 2024

Introduced for Third and Final time this 23<sup>rd</sup> day of April 2024

Read a Third and Final time and finally passed, this 23<sup>rd</sup> day of April 2024

**SIGNED** by the Reeve and Chief Administrative Officer this 23 day of April 2024.

  
\_\_\_\_\_

REEVE

  
\_\_\_\_\_

CHIEF ADMINISTRATIVE OFFICER

**COUNTY OF VERMILION RIVER  
PROVINCE OF ALBERTA  
BYLAW NO. 21-12**

**A BYLAW** of the County of Vermilion River in the Province of Alberta concerning the fees established in respect to specific administrative goods / services provided by the County to individuals or organizations.

**WHEREAS** the Municipal Government Act (MGA); Statutes of Alberta, 2000 Chapter M-26, section 7(f) permits a municipality to regulate services provided by or on behalf of the municipality; and

**WHEREAS** the County deems it expedient and in the public interest to promulgate by Bylaw provisions respecting the collection and charging of fees, in connection with the operation of County goods and services provided to individual or organizations.

**NOW THEREFORE** the Council of the County of Vermilion River, duly assembles, enacts as follows:

1. That a fee shall be established for inspection of the assessment roll during regular business hours, that is a requirement by the MGA section 307.
2. That waiver or reduction of the fees established by this Bylaw may only be granted under the discretion of the Chief Administrative Officer (CAO) but exercising such discretion shall be reported to Council at the next scheduled Council meeting.
3. The fee schedules, for specific administrative goods and services, as outlined in Schedule A, Schedule B, and Schedule C, attached hereto and forming part of this bylaw, and which authorizes the rates to be charged to individuals or organizations.
4. This Bylaw repeals, supersedes and takes precedence over all previously passed Bylaws (and amending Bylaws) that refer to Fee Schedules for Goods and Services, as well as any previously passed motions that may be in conflict with this Bylaw.
5. Should any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining Bylaw shall be maintained.
6. This Bylaw comes into effect upon its final passing thereof.



READ A FIRST TIME THIS 22nd DAY OF June 2021.

READ A SECOND TIME THIS 22nd DAY OF June 2021.

READ A THIRD TIME THIS 22nd DAY OF June 2021.

SIGNED by the Reeve and Chief Administrative Officer this 22nd day of June 2021.

  
\_\_\_\_\_  
 REEVE  
  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

## SCHEDULE "A" ADMINISTRATIVE FEES

Item	Fee
<b>ADMINISTRATION FEES:</b>	
<b>Information Requests:</b>	
FOIP Request (no GST)	As per the <i>Freedom of Information and Protection of Privacy Regulations A.R. 186/2008</i> , as amended
<b>Outside of a FOIP Request:</b>	
Locating and retrieving a record(s), supervising the examination of a record(s), and for preparing and handling a record(s) for disclosure	\$35.00/hour (first 1h hour fee)
<b>For producing a record from an electronic record:</b>	
a) Computer processing and related charges	Actual cost to public body
b) Computer programming	\$50.00/hour
<b>For shipping any item requested:</b>	
<b>Document Provision:</b>	
a) Photocopies, paper and computer printouts	\$0.50 per page
b) CDs/DVDs/Flash drives	\$15.00 each
c) Plotting (colour or black and white - includes GST):	
i) Villages – less than 80% coverage	\$8.00/linear foot
ii) Villages – more than 80% coverage	\$10.00/linear foot
iii) Private Sector – less than 80% coverage	\$11.00/linear foot
iv) Private Sector – more than 80% coverage	\$18.00/linear foot
<b>Council Agendas &amp; Minutes:</b>	
Available on County website: <a href="http://vermillion-river.com">vermillion-river.com</a>	
a) Minutes - printed & picked up at office	As per document charges above
b) Minutes - printed & mailed	As per document charges and mailing charges
c) Agendas - summary page	No charge
d) Agendas - detailed agenda package printed	As per document charges above
e) Agendas - detailed agenda package printed and mailed	As per document charges and mailing charges
<b>Other media not listed above:</b>	
<b>Flags:</b>	
a) Schools located within the County - one of each flag per year	No charge
b) Public (Alberta/Canada/County flags)	Actual cost to public body
<b>County Pins:</b>	
	\$1.00 each

*MEP*

Amended by  
Bylaw 21-21,  
Bylaw 23-02,  
Bylaw 24-03

<b>Maps:</b>	
a) Picked up at office:	
i) Folded Maps	\$15.00 each
ii) Rolled Maps	\$25.00 each
b) Maps mailed out	
i) Folded Maps	\$20.00 each
ii) Rolled Maps	\$45.00 each
<b>Aerials:</b>	\$10.00 each
<b>Property Taxes:</b>	
a) Tax Notification Registration (Land Titles)	\$15.00 each
b) Tax Certificate (written request required)	\$20.00 (no GST)
c) Assessment Appeal Fee (CARB & LARB)	Fees as per MRAC Section 12 Fees as of January 1, 2023 Schedule 2 CARB \$650 LARB \$50
d) ATCO Franchise Fee – Hamlet of Dewberry	8% of Wire Distribution Revenue for the property
<b>Fax Machine Services:</b>	
a) Staff:	
i) In-coming fax	\$1.00 per page
ii) Out-going fax - local	\$1.00 per page
iii) Out-going fax – long distance	\$1.50 per page
b) Public	
i) Out-going fax – Canada	\$1.50 per page
ii) Out-going fax – United States	\$2.00 per page
iii) Out-going fax – Toll free #	\$1.00 per page
iv) In-coming fax	\$1.00 per page
<b>NSF Cheques or Stop Payment:</b>	\$48.00 per item
<b>PLANNING AND DEVELOPMENT FEES:</b>	
<b>Documents:</b>	
a) Land Use Bylaw	\$50.00
b) Municipal Development Plan	\$15.00
c) Inter-municipal Development Plan	\$25.00 each
d) Inter-municipal Collaboration Framework	\$15.00 each
e) Area Structure Plan and Other Studies	\$50.00 each
f) Historical Information Request (written request required)	\$75.00 each
g) Environmental Information Request (written request required)	\$75.00 each
<b>Development Permit Fees:</b>	
a) Permitted Use	\$150.00 each
b) Discretionary Use	\$350.00 each (up to 10% variance)
c) Decks & Demolition	\$50.00 each
d) Agricultural Buildings & Structures	\$50.00 each

*VB 21*

Amended by  
Bylaw 23-12

e) RV Campground (requires an approved Site Development Plan)	Permitted: \$300.00 Discretionary: \$450.00 (up to 10% variance)
f) Revision to an Active Development Permit (minor revision)	Before Development completion: Residential \$250.00 Non-Residential \$450.00
g) Revision to an Active Development Permit (major revision)	Must re-apply
h) Development Permit Time Extension	\$100.00 each (max of 2)
i) Post Development Application (development without permit)	\$450.00 penalty (each) + permit application fee
j) Compliance Letter	\$75.00 each (\$125.00 rush request)
k) Occupancy Permit	Residential: \$50.00 Non-residential: \$75.00
l) Variance over 10%	Residential: \$550.00 + permit application fee Non-residential: \$600.00 + permit application fee
m) Natural Resource/Extraction/Ground Disturbance Operations	\$350.00 each
n) Towers (communication, weather. etc.)	\$350.00 each
o) Rural Address Signs	\$150 + GST
<b>Bylaws, Agreements, and Other:</b>	
a) Land Use Bylaw Amendment	\$1,200.00 each
b) Withdrawal of Bylaw Amendment Application after the Bylaw is written	No fee refund
c) Withdrawal of Bylaw Amendment Application before Bylaw is written	75% refund
d) Land Use Redesignation (rezoning)	\$1,200.00 each
e) Municipal Development Plan Amendment	\$1,200.00 each
f) Inter-Municipal Development Plan Amendment	\$5,000.00 each
g) Adopting/ Amending an Area Structure Plan	\$2,000.00 each + \$200.00/gross hectare (contractor engineering fees may apply)
h) Preparation of a Development Agreement (for the creation of 4 or more parcels)	\$3,200.00 each + 2.5% of security plus legal fees (subject to engineering systems appraisal; contractor engineering fees invoiced separately)
i) Preparation of a Development Agreement – Minor – less than 4 parcels (no road, drainage, or water/sewer)	\$50.00

Amended by  
Bylaw 23-02

Amended by  
Bylaw 23-02



Amended by  
Bylaw 23-02

Amended by  
Bylaw 23-20

Amended by  
Bylaw 23-20

Amended by  
Bylaw 21-21

Amended by  
Bylaw 24-03

j) Preparation of a Development Agreement – Major – less than 4 parcels (may include road, drainage, or water/sewer, etc.)	\$1200.00
k) Preparation of an Area Structure Plan/Site Development Plan (proposals creating over 4 parcels on a quarter section)	\$10,000.00 + GST (contract engineering fees invoiced separately)
l) Preparation of an Encroachment Agreement	\$3,200.00 each (contractor engineering fees may apply)
m) Contravention of the Land Use Bylaw - Stop Order	All costs associated with the contravention to be applied to tax roll account
n) Request for review of Contravention Order	\$350.00 each
o) Approach Permit Application/Inspection	\$300.00 + GST
p) Bylaw Review	\$300.00 each
q) Caveat Discharge	\$110.00 + GST
r) Digital Copies of Plans	\$10.00
s) Approach Construction Deposit	Contractor Estimate + 25%
t) Road Upgrade Deposit	Contractor Estimate (100% deposit)
<b>Subdivisions:</b>	
a) Cost of complete subdivision	As per Subdivision Authority
b) County Administration Fee - 1 parcel	\$210.00 + GST
c) County Administration Fee - 2 to 4 parcels	\$400.00 + GST
d) County Administration Fee - more than 5 parcels	\$400.00 + GST per parcel
<b>Appeals:</b>	
Subdivision and Development Appeal Board Application	\$400.00 (100% refundable if appeal is upheld)
<b>Land:</b>	
a) Acquisition greater than 100-foot right-of-way	\$3,000.00/acre
b) Less than 100-foot right-of-way	\$3,000.00/acre (Minimum payment of \$500)
c) Road Allowance License	\$250.00 Application Fee
d) Crop Lease	\$40.00 per Acre
e) Grazing Lease	\$40.00 per Acre
f) Miscellaneous Lease	\$250.00 per year or minimum property taxes, whichever is greater
<b>Road Closure Application:</b>	\$250.00 plus all subdivision and survey costs
<b>PUBLIC WORKS FEES:</b>	
<b>Dust Suppression</b>	
a) MG30 Application in Linear meters	\$5.50/meter + GST
b) Commercial and Industrial Administration Fee	25% of annual dust suppression charges calculated as per Road

*MBP*

Amended by  
Bylaw 23-02

Amended by  
Bylaw 21-21

Amended by  
Bylaw 24-03  
Amended by  
Bylaw 23-02

Amended by  
Bylaw 21-21

Amended by  
Bylaw 23-02

	Protection Maintenance Agreement
<b>Snow Plow Flags (waiver required):</b>	
a) Seniors/Disabled	\$50.00 per year
b) Ratepayer	\$200.00 per year
c) Buffalo Trail Public School Bus Route	
i) Parental Choice	\$200.00 per year
ii) End of Route	No Fee
iii) Essential	No Fee
d) Flag Mailed	Cost of Flag + \$10.00
e) Driveway in excess of 500 metres	As per current ARHCA Rates
<b>Heavy Truck Permits:</b>	No Fee
<b>Undeveloped Road Allowance Inspection:</b>	\$250.00
<b>Beaver dam removal on private land (dam not affecting County infrastructure)</b>	\$500.00/dam/visit
<b>Industry Agreements:</b>	
a) Seismic Inspection	\$250.00 per inspection
b) Approach Construction Approval	\$250.00 per inspection
c) Utilize/Alter Existing Approach	\$250.00 per inspection
d) Pipeline Crossing and Right-of-Way	\$250.00 per inspection
e) Request to leave approach in place	\$250.00 per inspection
f) General Inspection	\$250.00 per inspection
g) Two Week Special Road Use Agreement	First 5 per year no fee, over 5 \$350.00 per agreement
<b>Water Meters:</b>	
a) Replacement water meter due to neglect/damage	\$350.00 per meter
b) Replacing the frost plate due to neglect/damage	\$100.00 per frost plate installation
<b>NATURAL GAS UTILITY FEES:</b>	
<b>AGRICULTURAL &amp; ENVIRONMENT FEES:</b>	
<b>PROTECTIVE SERVICES FEES:</b>	
Rental for Tower Space (including electrical cost):	
a) Towers over 100 feet	\$3,000.00 + GST per year or \$750.00 quarterly
b) Towers less than 100 feet	\$1,800.00 + GST per year or \$450.00 quarterly
c) Towers that provide benefit to the public to a large portion of the County (i.e. internet)	\$900.00 + GST per year or \$225.00 quarterly
d) Towers owned by County but constructed by the Lessor	Actual power consumption cost

## SCHEDULE "B" – SAFETY CODE PERMITS FEES

BUILDING PERMIT FEE SCHEDULE	
Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New Single Family Dwelling	\$5.78 per \$1000 construction value (**see Minimum Construction Value Factors)
Relocation of a Building	\$0.32/sq.ft.
(on crawlspace or basement)	Minimum fee \$126.00
Relocation of a Building	\$126.00
(on piles or blocking only)	
Garage, Addition, Renovation, Basement Development (not at time of new home construction)	\$0.32/sq. ft.
	Minimum fee \$126.00
Deck, Solid Fuel Burning Appliance, Demolition	\$126.00
Minimum Residential Building Permit Fee	\$126.00
Non-Residential Installations	
Description of Work	Permit fee (*SC Levy not included)
New, Addition, Renovation, Alteration	\$5.78 per \$1000 construction value
Minimum Building Permit Fee	\$262.50
Project Value is based on the actual cost of material and labour.	
Verification of cost may be requested prior to permit issuance.	
* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560	



<b>**Minumum Construction Value Factors</b>	<b>Per Square Foot</b>
<b>Residential Housing</b>	
Single Family	\$157.50
Single Family (2nd Storey)	\$89.25
Multi-Family (3 storeys or less)	\$178.50
Multi-Family (more than 3 storeys)	\$162.75
Townhouses or Rows	\$178.50
Garage (attached or detached)	\$36.75
Carport	\$36.75
Renovations	\$78.75
<b>Apartments</b>	
Concrete Construction	\$141.75
Masonry and Wood Construction	\$141.75
Basement Parkade	\$94.50
Above-ground Parkade	\$94.50
<b>Commercial (Offices, Restaurants, Service Stations, Warehouses)</b>	
Concrete Construction	\$141.75
Masonry Construction	\$141.75
Masonry and Wood or Steel Construction	\$141.75
Steel Construction	\$141.75
Wood Construction	\$126.00
Renovations	\$84.00
<b>Churches, Hotels, Schools</b>	
Concrete Construction	\$141.75
Masonry or Wood	\$141.75
Wood Construction	\$126.00
<b>Hospitals</b>	
Concrete Construction	\$283.50
Masonry and Wood or Steel Construction	\$257.25
Wood Construction	\$225.75
<b>Industrial</b>	
For further information please contact a County approved Safety Codes Agency	

*MR R*

## ELECTRICAL PERMIT FEE SCHEDULE

### Residential

#### New Single Family Dwellings and Additions

Square Footage	Permit Fee	SC Levy	Total Fee
Up to 1200	\$126.00	\$5.04	\$131.04
1201 – 1500	\$136.50	\$5.46	\$141.96
1501 – 2000	\$173.25	\$6.93	\$180.18
2001 – 2500	\$189.00	\$7.56	\$196.56
Over 2500	\$189.00 plus \$0.11 per square foot over 2500 square feet		

#### Garages / Renovations / Basement Development

Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$500	\$78.75	\$4.50	\$83.25
\$501 - \$1000	\$94.50	\$4.50	\$99.00
\$1001 - \$2000	\$110.25	\$4.50	\$114.75
\$2001 - \$3000	\$126.00	\$5.04	\$131.04
\$3001 - \$4000	\$141.75	\$5.67	\$147.42
\$4001 - \$5000	\$157.50	\$6.30	\$163.80

Installation costs greater than \$5000 refer to the square footage fee schedule

#### Service Connections

Description	Permit Fee	SC Levy	Total Fee
Permanent Service Connection Only	\$89.25	\$4.50	\$93.75
Temporary Power / Underground Service	\$89.25	\$4.50	\$93.75

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

# **ELECTRICAL PERMIT FEE SCHEDULE**

## **NON-RESIDENTIAL**

<b>Installation Cost</b>	<b>Permit Fee</b>	<b>SC Levy</b>	<b>Total Fee</b>
0 to \$1,000	\$89.25	\$4.50	\$93.75
\$1,001 to \$1,500	\$94.50	\$4.50	\$99.00
\$1,501 to \$2,000	\$99.75	\$4.50	\$104.25
\$2,001 to \$2,500	\$110.25	\$4.50	\$114.75
\$2,501 to \$3,000	\$120.75	\$4.83	\$125.58
\$3,001 to \$3,500	\$131.25	\$5.25	\$136.50
\$3,501 to \$4,000	\$136.50	\$5.46	\$141.96
\$4,001 to \$4,500	\$141.75	\$5.67	\$147.42
\$4,501 to \$5,000	\$147.00	\$5.88	\$152.88
\$5,001 to \$5,500	\$152.25	\$6.09	\$158.34
\$5,501 to \$6,000	\$157.50	\$6.30	\$163.80
\$6,001 to \$6,500	\$162.75	\$6.51	\$169.26
\$6,501 to \$7,000	\$168.00	\$6.72	\$174.72
\$7,001 to \$7,500	\$173.25	\$6.93	\$180.18
\$7,501 to \$8,000	\$178.50	\$7.14	\$185.64
\$8,001 to \$8,500	\$183.75	\$7.35	\$191.10
\$8,501 to \$9,000	\$189.00	\$7.56	\$196.56
\$9,001 to \$9,500	\$194.25	\$7.77	\$202.02
\$9,501 to \$10,000	\$199.50	\$7.98	\$207.48
\$10,001 to \$11,000	\$204.75	\$8.19	\$212.94
\$11,001 to \$12,000	\$210.00	\$8.40	\$218.40
\$12,001 to \$13,000	\$215.25	\$8.61	\$223.86
\$13,001 to \$14,000	\$220.50	\$8.82	\$229.32
\$14,001 to \$15,000	\$225.75	\$9.03	\$234.78
\$15,001 to \$16,000	\$231.00	\$9.24	\$240.24
\$16,001 to \$17,000	\$236.25	\$9.45	\$245.70
\$17,001 to \$18,000	\$241.50	\$9.66	\$251.16
\$18,001 to \$19,000	\$246.75	\$9.87	\$256.62
\$19,001 to \$20,000	\$252.00	\$10.08	\$262.08
Over \$20,000	\$252.00 plus \$5.25 per \$1,000 (or portion of) over \$20,000		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

*MB GP*

## PLUMBING PERMIT FEE SCHEDULE

All Installations			
Number of Fixtures	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$105.00	\$4.50	\$109.50
5	\$110.25	\$4.50	\$114.75
6	\$115.50	\$4.62	\$120.12
7	\$120.75	\$4.83	\$125.58
8	\$126.00	\$5.04	\$131.04
9	\$131.25	\$5.25	\$136.50
10	\$136.50	\$5.46	\$141.96
11	\$141.75	\$5.67	\$147.42
12	\$147.00	\$5.88	\$152.88
13	\$152.25	\$6.09	\$158.34
14	\$157.50	\$6.30	\$163.80
15	\$162.75	\$6.51	\$169.26
16	\$168.00	\$6.72	\$174.72
17	\$173.25	\$6.93	\$180.18
18	\$178.50	\$7.14	\$185.64
19	\$183.75	\$7.35	\$191.10
20	\$189.00	\$7.56	\$196.56
Over 20	\$189.00 plus \$4.73 per fixture over 20		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## GAS PERMIT FEE SCHEDULE

Residential Installations			
Number of Outlets	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$120.75	\$4.83	\$125.58
5	\$141.75	\$5.67	\$147.42
6	\$162.75	\$6.51	\$169.26
7	\$183.75	\$7.35	\$191.10
8	\$204.75	\$8.19	\$212.94
9	\$225.75	\$9.03	\$234.78
10	\$246.75	\$9.87	\$256.62
Over 10	\$246.75 plus \$10.50 per outlet over 10		

Other Gas Installations (Residential & Non-Residential)			
Description	Permit Fee	SC Levy	Total Fee
Propane Tank Set	\$105.00	\$4.50	\$109.50
Additional Tanks	\$50.00	\$4.50	\$54.50
Temporary Heat	\$105.00	\$6.30	\$109.50
Grain Dryers	\$250.00	\$10.00	\$260.00
Propane Cylinder Refill Centre	\$157.50	\$6.30	\$163.80

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



## GAS PERMIT FEE SCHEDULE

NON-RESIDENTIAL			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 150,000	\$105.00	\$4.50	\$109.50
150,001 to 250,000	\$131.25	\$5.25	\$136.50
250,001 to 350,000	\$157.50	\$6.30	\$163.80
350,001 to 500,000	\$183.75	\$7.35	\$191.10
500,001 to 750,000	\$210.00	\$8.40	\$218.40
750,001 to 1,000,000	\$236.25	\$9.45	\$245.70
Over 1,000,000	\$236.25 plus \$5.25 per 100,000		
	(or portion of) over 1,000,000 BTU		

Temporary Heat			
BTU Input	Permit Fee	SC Levy	Total Fee
0 to 250,000	\$105.00	\$4.50	\$109.50
250,001 to 500,000	\$157.50	\$6.30	\$163.80
Over 500,000	\$157.50 plus \$10.50 per 100,000 BTU		
	(or portion of) over 500,000 BTU		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## PRIVATE SEWAGE PERMIT FEE SCHEDULE

Residential Installations			
Description	Permit Fee	SC Levy	Total Fee
Holding Tank, Open Discharge	\$210.00	\$8.40	\$218.40
Field, Mound, Sand Filter, Treatment Tank	\$262.50	\$10.50	\$273.00

NOTE: Non- Residential permit Fees will be quoted after a detailed review of application

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

### ADDITIONAL CHARGES FEE SCHEDULE (charge may be directed to or invoiced from applicable Agency)

Description	Total Fee
Compliance	\$125.00/hour
Emergency Services	\$125.00/hour
Investigation Services	\$125.00/hour
Appeal	\$125.00/hour
Enforcement	\$125.00/hour

## ADMINISTRATION FEES

Disciplines	Fee Description
Building	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out.
Electrical, Gas, Plumbing & Septic	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled. No fee will be returned when an inspection(s) is carried out.

## PENALTIES

Description	Fine Amount
First Offence	\$100.00
Second and any subsequent offence	\$200.00

Note: Each day that a breach of the Bylaw has occurred may be considered a separate offence.

*MB*

# THE COUNTY OF VERMILION RIVER

## BYLAW 24-16

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING THE COUNTY OF VERMILION RIVER FEE BYLAW (BYLAW 21-12)**

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**WHEREAS** *the Municipal Government Act, R.S.A. 2000, as amended (the "Act") allows a Municipal Council to establish and amend its Fee Bylaw*

**NOW THEREFORE** The Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts as follows:

1. That Bylaw 21-12, being a bylaw setting the Fees and Services of the County of Vermilion River is hereby amended as follows:
  - a. Schedule "B" Safety Codes Permit Fees Schedule, is hereby amended by repealing and replacing the existing Schedule "B" Safety Codes Permit Fees Schedule with Schedule "B" attached hereto and forming a part of this bylaw

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving Third and Final Reading and having been signed by the Reeve and Chief Administrative Officer.

Read this First time this 16 day of July 2024

Read this Second time this 16 day of July 2024

Introduced for Third and Final Reading this 16 day of July 2024

Read a Third and Final time and finally passed, this 16 day of July 2024

**SIGNED** by the Reeve and Chief Administrative Officer this 16 day of July 2024

  
\_\_\_\_\_  
REEVE

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# **SCHEDULE "B" - SAFETY CODES PERMITS FEES**

## **BUILDING PERMIT FEE SCHEDULE**

<b>Residential Installations</b>	
<b>Description of Work</b>	<b>Permit Fee (*SC Levy <i>not</i> included)</b>
New Single Family Dwelling	\$5.78 per \$1000 construction value <b>(**see Minimum Construction Value Factors)</b>
Relocation of a Building (on crawlspace or basement)	\$0.32/sq.ft. Minimum fee \$126.00
Relocation of a Building (on piles or blocking <i>only</i> )	\$126.00
Garage, Addition, Renovation, Basement Development ( <i>not at time of new home construction</i> )	\$0.32/sq.ft. Minimum fee \$126.00
Deck, Solid Fuel Burning Appliance, Demolition	\$126.00
Minimum Residential Building Permit Fee	\$126.00

<b>Non-Residential Installations</b>	
<b>Description of Work</b>	<b>Permit Fee (*SC Levy <i>not</i> included)</b>
New, Addition, Renovation, Alteration	\$5.78 per \$1000 construction value
Minimum Building Permit Fee	\$262.50

Project Value is based on the actual cost of material and labour.

Verification of cost may be requested prior to permit issuance.

\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

<b>**Minimum Construction Value Factors</b>	<b>Per Square Foot</b>
<b>RESIDENTIAL HOUSING</b>	
Single Family	\$157.50
Single Family (2 <sup>nd</sup> storey)	\$89.25
Multi-Family (3 storeys or less)	\$178.50
Multi-Family (more than 3 storeys)	\$162.75
Townhouses or Rows	\$178.50
Garage (attached or detached)	\$36.75
Carport	\$36.75
Renovations	\$78.75
<b>APARTMENTS</b>	
Concrete Construction	\$141.75
Masonry and Wood Construction	\$141.75
Basement Parkade	\$94.50
Above-Ground Parkade	\$94.50
<b>COMMERCIAL (Offices, Restaurants, Services Stations, Warehouses)</b>	
Concrete Construction	\$141.75
Masonry Construction	\$141.75
Masonry and Wood or Steel Construction	\$141.75
Steel Construction	\$141.75
Wood Construction	\$126.00
Renovations	\$84.00
<b>CHURCHES, HOTELS, SCHOOLS</b>	
Concrete Construction	\$141.75
Masonry or Wood	\$141.75
Wood Construction	\$126.00
<b>HOSPITALS</b>	
Concrete Construction	\$283.50
Masonry and Wood or Steel Construction	\$257.25
Wood Construction	\$225.75
<b>INDUSTRIAL</b>	
<i>For further information, please contact a County approved Safety Codes Agency</i>	



## ELECTRICAL PERMIT FEE SCHEDULE

RESIDENTIAL			
New Single Family Dwellings and Additions			
Square Footage	Permit Fee	SC Levy	Total Fee
Up to 1200	\$126.00	\$5.04	\$131.04
1201 – 1500	\$136.50	\$5.46	\$141.96
1501 – 2000	\$173.25	\$6.93	\$180.18
2001 – 2500	\$189.00	\$7.56	\$196.56
Over 2500	\$189.00 plus \$0.11 per square foot over 2500 square feet		

Garages / Renovations / Basement Development			
Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$500	\$78.75	\$4.50	\$83.25
\$501 - \$1000	\$94.50	\$4.50	\$99.00
\$1001 - \$2000	\$110.25	\$4.50	\$114.75
\$2001 - \$3000	\$126	\$5.04	\$131.04
\$3001 - \$4000	\$141.75	\$5.67	\$147.42
\$4001 - \$5000	\$157.50	\$6.30	\$163.80
Installation costs greater than \$5000 refer to the square footage fee schedule			

Service Connections			
Installation Cost	Permit Fee	SC Levy	Total Fee
Permanent Service Connection Only	\$89.25	\$4.50	\$93.75
Temporary Power / Underground Service	\$89.25	\$4.50	\$93.75
Solar / Alternative Energy	\$120.00	\$4.80	\$124.80

\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

P

## ELECTRICAL PERMIT FEE SCHEDULE

NON-RESIDENTIAL			
Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$1000	\$89.25	\$4.50	\$93.75
\$1001 - \$1500	\$94.50	\$4.50	\$99.00
\$1501 - \$2000	\$99.75	\$4.50	\$104.25
\$2001 - \$2500	\$110.25	\$4.50	\$114.75
\$2501 - \$3000	\$120.75	\$4.83	\$125.58
\$3001 - \$3500	\$131.25	\$5.25	\$136.50
\$3501 - \$4000	\$136.50	\$5.46	\$141.96
\$4001 - \$4500	\$141.75	\$5.67	\$147.42
\$4501 - \$5000	\$147.00	\$5.88	\$152.88
\$5001 - \$5500	\$152.25	\$6.09	\$158.34
\$5501 - \$6000	\$157.50	\$6.30	\$163.80
\$6001 - \$6500	\$162.75	\$6.51	\$169.26
\$6501 - \$7000	\$168.00	\$6.72	\$174.72
\$7001 - \$7500	\$173.25	\$6.93	\$180.18
\$7501 - \$8000	\$178.50	\$7.14	\$185.64
\$8001 - \$8500	\$183.75	\$7.35	\$191.10
\$8501 - \$9000	\$189.00	\$7.56	\$196.56
\$9001 - \$9500	\$194.25	\$7.77	\$202.02
\$9501 - \$10,000	\$199.50	\$7.78	\$207.48
\$10,001 - \$11,000	\$204.75	\$8.19	\$212.94
\$11,001 - \$12,000	\$210.00	\$8.40	\$218.40
\$12,001 - \$13,000	\$215.25	\$8.61	\$223.86
\$13,001 - \$14,000	\$220.50	\$8.82	\$229.32
\$14,001 - \$15,000	\$225.75	\$9.03	\$237.75
\$15,001 - \$16,000	\$231.00	\$9.24	\$240.24
\$16,001 - \$17,000	\$236.25	\$9.45	\$245.70
\$17,001 - \$18,000	\$241.50	\$9.66	\$251.16
\$18,001 - \$19,000	\$246.75	\$9.87	\$256.62
\$19,001 - \$20,000	\$252.00	\$10.08	\$262.08
Over \$20,000	\$252.00 plus \$5.25 per \$1000 (or portion of ) over \$20,000		

\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



## PLUMBING PERMIT FEE SCHEDULE

ALL INSTALLATIONS			
Number of Fixtures	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$105.00	\$4.50	\$109.50
5	\$110.25	\$4.50	\$114.75
6	\$115.50	\$4.62	\$120.12
7	\$120.75	\$4.83	\$125.58
8	\$126.00	\$5.04	\$131.04
9	\$131.25	\$5.25	\$136.50
10	\$136.50	\$5.46	\$141.96
11	\$141.75	\$5.67	\$147.42
12	\$147.00	\$5.88	\$152.88
13	\$152.25	\$6.09	\$158.34
14	\$157.50	\$6.30	\$163.80
15	\$162.75	\$6.51	\$169.26
16	\$168.00	\$6.72	\$174.72
17	\$173.25	\$6.93	\$180.18
18	\$178.50	\$7.14	\$185.64
19	\$183.75	\$7.35	\$191.10
20	\$189.00	\$7.56	\$196.56
Over 20	\$189.00 plus \$4.73 per fixture over 20		

\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## GAS PERMIT FEE SCHEDULE

RESIDENTIAL INSTALLATIONS			
Number of Outlets	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$120.75	\$4.83	\$125.58
5	\$141.75	\$5.67	\$141.42
6	\$162.75	\$6.51	\$169.26
7	\$183.75	\$7.35	\$191.10
8	\$204.75	\$8.19	\$212.94
9	\$225.75	\$9.03	\$234.78
10	\$246.75	\$9.87	\$256.62
Over 10	\$246.75 plus \$10.50 per outlet over 10		

OTHER GAS INSTALLATIONS (Residential & Non-Residential)			
Description	Permit Fee	SC Levy	Total Fee
Propane Tank Set	\$105.00	\$4.50	\$109.50
Additional Tanks	\$50.00	\$4.50	\$54.50
Temporary Heat	\$105.00	\$4.50	\$109.50
Grain Dryers	\$250.00	\$10.00	\$260.00
Propane Cylinder Refill Center	\$157.50	\$6.30	\$163.80

NON-RESIDENTIAL INSTALLATIONS			
BTU Input	Permit Fee	SC Levy	Total Fee
0 – 150,000	\$105.00	\$4.50	\$109.50
150,001 – 250,000	\$131.25	\$5.25	\$136.50
250,001 – 350,000	\$157.50	\$6.30	\$163.80
350,001 – 500,000	\$183.75	\$7.35	\$191.10
500,001 – 750,000	\$210.00	\$8.40	\$218.40
750,001 – 1,000,000	\$236.25	\$9.45	\$245.70
Over 1,000,000	\$236.25 plus \$5.25 per 100,000 (or portion of) over 1,000,000 BTU		

\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

## GAS PERMIT FEE SCHEDULE

TEMPORARY HEAT			
BTU Input	Permit Fee	SC Levy	Total Fee
0 – 250,000	\$105.00	\$4.50	\$109.50
250,001 – 500,000	\$157.50	\$6.30	\$163.80
Over 500,000	\$157.50 plus \$10.50 per 100,000 BTU (or portion of) over 500,000		

## PRIVATE SEWAGE PERMIT FEE SCHEDULE

RESIDENTIAL INSTALLATIONS			
Description	Permit Fee	SC Levy	Total Fee
Holding Tank, Open Discharge	\$210.00	\$8.40	\$218.40
Field, Mound, Sand Filter, Treatment Tank	\$262.50	\$10.50	\$273.00

*Note: Non-Residential permit fees will be quoted after a detailed review of application*

## ADDITIONAL CHARGES FEE SCHEDULE

(charge may be directed to or invoiced from applicable Agency)

Description	Total Fee
Compliance	\$125.00/hour
Emergency Services	\$125.00/hour
Investigation Services	\$125.00/hour
Appeal	\$125.00/hour
Enforcement	\$125.00/hour

**\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**

## ADMINISTRATIVE FEE SCHEDULE

Disciplines	Fee Description
Building	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out
Electrical, Gas, Plumbing & Septic	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled. No fee will be returned when an inspection(s) is carried out

## PENALTIES FEE SCHEDULE

Description	Fine Amount
First Offence	\$100.00
Second and any subsequent offence	\$200.00

**Note: Each day that is a breach of the Bylaw has occurred may be considered a separate offence**

# THE COUNTY OF VERMILION RIVER

## BYLAW 25-13

### SCHEDULE OF FEES FOR GOODS AND SERVICES

**BEING A BYLAW OF THE COUNTY OF VERMILION RIVER IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING FEES, RATES, and CHARGES FOR SERVICES PROVIDED BY THE MUNICIPALITY PURSUANT TO MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, 2000 OR AS AMENDED THERETO.**

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**WHEREAS** Pursuant to section 7 of the *Municipal Government Act* (MGA) R.S.A. 2000, Chapter M-26, a Council may pass bylaws for municipal purposes respecting the following matters:

- a. people, activities and things in, on or near a public place or place that is open to the public; and
- b. services provided by or on behalf of the municipality.

**WHEREAS** County of Vermilion River deems it expedient to set and review, as necessary from time to time, various fees of the County.

**NOW THEREFORE** The Council of the County of Vermilion River in the Province of Alberta, duly assembled, enacts and adopts as follows:

1. This Bylaw may be cited as the "Fee Bylaw"
2. Fees and charges be established for the provision of such administrative services on a user pay basis in accordance with Schedule "A", Schedule "B" and Schedule "C" attached to and forms part of this bylaw.
3. That payment of all fees and charges must be received prior to the information/services being developed and provided.
4. That waiver or reduction of the fees established by this Bylaw may only be granted under the discretion of the Chief Administrative Officer (CAO) but exercising such discretion shall be reported to Council at the next scheduled Council meeting.
5. The fee schedule for specific administrative goods and services attached hereto and forming this bylaw, authorizes the rates to be charged to individuals and organizations.

6. This Bylaw repeals, supersedes and takes precedence over all previously passed Bylaws (and amending Bylaws) that refer to the Schedule of Fees for Goods and Services, as well as any previously passed motions that may be in conflict with this Bylaw.

**SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed, and the remaining bylaw shall be maintained.

**THIS** Bylaw shall come into force and effect upon receiving Third and Final Reading and having been signed by the Reeve and Chief Administrative Officer.

Read this First time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Read this Second time this \_\_\_\_ day of \_\_\_\_\_, 2025.

Introduced for Third and Final time this \_\_\_\_\_ day of \_\_\_\_\_, 2025 (**OMIT Introduction of Third Reading if all three readings are not completed at one meeting**).

Read a Third and Final time and finally passed, this \_\_\_\_ day of \_\_\_\_\_, 2025.

**SIGNED** by the Reeve and Chief Administrative Officer this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER





## **SCHEDULE 'A' – SCHEDULE OF FEES FOR GOODS AND SERVICES**

*\*Unless otherwise noted, all fees are exempt from GST*

DESCRIPTION	CURRENT 2025 RATES (\$)	Unit	GST
ADMINISTRATION			
1. Formal FOIP Request			
Minimum Charge	\$25.00	each	-
2. Informal FOIP Request			
Locating and retrieving record(s), supervising the examination of record(s), and for preparing and handling record(s) for disclosure	\$35.00	hour (minimum 1 hour per request)	-
3. Producing a Record from an Electronic Record			
a. Computer processing and related charges	Actual cost to public body		
b. Computer programming	\$50.00	hour	-
4. Shipping of Requested Item	Actual Amount Incurred		
5. Document Provision			
a. Photocopies, paper and computer printouts	\$0.50	page	-
b. CDs/DVDs/Flash Drives	\$15.00	each	-
c. Plotting (color or black & white)			
i. Villages			
1) Less than 80% coverage	\$8.00	linear foot	-
2) More than 80% Coverage	\$10.00	linear foot	-
ii. Private Sector			
1) Less than 80% coverage	\$11.00	linear foot	-
2) More than 80% coverage	\$18.00	linear foot	-
d. Municipal Election Nomination Package	NO CHARGE FOR PRINTING		
6. Council Agendas and Minutes (Available on County website: ( <a href="http://www.vermilion-river.com">www.vermilion-river.com</a> ))			
a. Minutes			
i. Printed	\$0.50	page	-
ii. Printed & Mailed (plus postage)	\$0.50	page	-
b. Agenda Summary Page	NO CHARGE		



c. Complete Agenda Package			
i. Printed	\$0.50	page	-
ii. Printed & Mailed ( <i>plus postage</i> )	\$0.50	page	-
<b>7. Flags</b>			
a. Schools Located in the County ( <i>limit one per year</i> )	NO CHARGE		
b. Public	Actual Cost to Public		
<b>8. County Pins</b>	\$1.00	each	-
<b>9. NSF Cheques or Stop Payment</b>	\$48.00	each	-
<b>10. Maps</b>			
a. Picked Up at County Office:			
i. Folded	\$15.00	each	-
ii. Rolled	\$25.00	each	-
b. Mailed			
i. Folded	\$20.00	each	-
ii. Rolled	\$45.00	each	-
c. Aerial Photos	\$10.00	each	-
<b>11. Fax Machine Services</b>			
a. Staff:			
i. Incoming Fax	\$1.00	page	-
ii. Outgoing Fax – Local	\$1.00	page	-
iii. Outgoing Fax – Long Distance	\$1.50	page	-
b. Public:			
i. Outgoing Fax – Canada	\$1.50	page	-
ii. Outgoing Fax – United States	\$2.00	page	-
iii. Outgoing Fax – Toll Free #	\$1.00	page	-
iv. Incoming Fax	\$1.00	page	-
<b>12. Land Titles Fee</b>	\$10.00	each	+ GST
<b>CORPORATE SERVICES</b>			
<b>1. Property Taxes</b>			
a. Tax Notification Registration (Land Titles)	\$15.00	each	-
b. Tax Certificate ( <i>Written request required</i> )	\$25.00	each	-
c. Tax Assessment Notices	\$10.00	each	+ GST
d. Assessment Appeal Fee (CARB)	\$650.00	each	-
e. Assessment Appeal Fee (LARB)	\$50.00	each	-
f. ATCO Franchise Fee – Hamlet of Dewberry	8% of Wire distribution revenue for the Property		

<b>PLANNING &amp; COMMUNITY SERVICES</b>			
<b>1. Documents</b>			
a. Land Use Bylaw	\$50.00	each	-
b. Municipal Development Plan	\$15.00	each	-
c. Intermunicipal Development Plan	\$25.00	each	-
d. Intermunicipal Collaboration Framework	\$15.00	each	-
e. Area Structure Plan and Other Studies	\$50.00	each	-
<b>2. Information Requests</b> <i>(written request required)</i>			
a. Historical Information Request	\$75.00	each	-
b. Environmental Information Request	75.00	each	-
<b>3. Development Permit Fees</b>			
a. Permitted Use	\$150.00	each	-
b. Discretionary Use	\$350.00	each	-
c. Decks & Demolition	\$50.00	each	-
d. Agricultural Buildings	\$50.00	each	-
e. RV Campground <i>(requires an approved Site Development Plan)</i>			
i. Permitted	\$300.00	each	-
ii. Discretionary <i>(up to 10% variance)</i>	\$450.00	each	-
f. Revision to Active Development Permit – Minor <i>(BEFORE Development Completion)</i>			
i. Residential	\$250.00	each	-
ii. Non-Residential	\$450.00	each	-
g. Revision to Active Development Permit – Major	Must Re-Apply		
h. Development Permit Time Extension <i>(maximum of 2)</i>	\$100.00	each	-
i. Post-Development Application <i>(Development without a permit) (Plus application fee)</i>	\$450.00	each	-
j. Compliance Letter	\$75.00	each	-
k. Compliance Letter – Rush Request	\$125.00	each	-
l. Certificate of Completion			
i. Residential	\$50.00	each	-
ii. Non-Residential	\$75.00	each	-
m. Variance over 10%			
i. Residential <i>(plus permit application fee)</i>	\$550.00	each	-
ii. Non-Residential <i>(plus permit application fee)</i>	\$600.00	each	-

n. Natural Resource / Extraction / Ground Disturbance Operations	\$350.00	each	-
o. Towers (communication, weather, etc.)	\$350.00	each	-
p. Rural Address Signs	\$280.00	each	+ GST
q. Approach Permit Application / Inspection	\$300.00	each	+ GST
r. Safety Codes Permit Fees	As per Schedule 'B' Attached		
<b>4. Subdivision Fees</b>			
a. Cost of Complete Subdivision	As per Subdivision Authority		
b. County Administration Fee – 1 Parcel	\$200.00	parcel	+ GST
c. County Administration Fee – 2+ Parcels	\$400.00	parcel	+ GST
d. County Administration Fee – 4+ Parcels (Area Structure Plan Required)	\$400.00	parcel	+ GST
<b>5. Appeals</b>			
a. Subdivision and Development Appeal Board Application (100% refundable if appeal is upheld)	\$400.00	Each	-
<b>6. Bylaws &amp; Agreements</b>			
a. Land Use Bylaw Amendment	\$1,200.00	each	-
b. Withdrawal of Bylaw Amendment (AFTER bylaw is written)	NO REFUND		
c. Withdrawal of Bylaw Amendment (BEFORE bylaw is written)	75% REFUND		
d. Land Use Redesignation (Re-zoning)	\$1,200.00	each	-
e. Municipal Development Plan Amendment	\$1,200.00	each	-
f. Intermunicipal Development Plan Amendment	\$5,000.00	each	-
g. Adopting / Amending Area Structure Plan (contractor engineering fees may apply)	\$2,000.00 + \$200.00/gross hectare	each	-
<b>7. Development Agreements</b>			
a. Development Agreement – Area Structure Plan (4+ Parcels) (subject to engineering systems appraisal; contractor engineering fees invoiced separately)	\$3,200.00 + 2.5% of Security + legal fees		
b. Development Agreement – MINOR (less than 4 parcels) (no road, drainage or water/sewer)	\$50.00	each	-
c. Development Agreement – MAJOR (less than 4 parcels) (may include road, drainage or water/sewer)	\$1,200.00	each	-

d. Encroachment Agreement <i>(contractor engineering fees may apply)</i>	\$3,200.00	each	-
8. Statutory Plans			
a. Area Structure Plan / Site Development Plan <i>(proposals creating more than 4 parcels out of quarter section) (contract engineering fees invoiced separately)</i>	\$10,000.00	each	-
9. Enforcement			
a. Stop Order	All costs to be applied to tax roll account		
b. Request for Review of Order	\$350.00	each	-
10. Transportation			
a. Approach Construction Deposit	Contractor Estimate + 25%		
b. Road Upgrade Deposit	Contractor Estimate (125% deposit)		
c. Road Closure Application <i>(plus all subdivision and survey costs)</i>	\$250.00	each	-
d. Road Allowance License	NO FEE		
e. Acquisition Greater than 100' right-of-way	\$3,000.00	acre	-
f. Less than 100' right-of-way <i>(minimum payment of \$500.00)</i>	\$3,000.00	acre	-
11. Other			
a. Bylaw Review	\$300.00	each	-
b. Caveat Discharge	\$110.00	each	-
c. Digital Copies of Plans	\$10.00	each	-
12. Land Leases / Rentals			
a. Crop Lease	\$40.00	acre	-
b. Grazing Lease	\$40.00	acre	-
c. Miscellaneous Lease <i>(or minimum property taxes, whichever is greater)</i>	\$250.00	year	-
d. Real Estate Rentals	AS PER CURRENT MARKET RATES		
PUBLIC WORKS			
1. Dust Suppression			
a. MG30 Application	\$5.50	linear meter	+ GST
b. Administration Fee			
i. Commercial	25% of annual dust suppression charges calculated as per Road Protection Maintenance Agreement		
ii. Industrial			
2. Snowplow Flags <i>(waiver required)</i>			
a. Seniors / Disabled	\$50.00	year	-

b. Ratepayer	\$200.00	year	-
c. Buffalo Trail Public School Bus Route			
i. Parental Choice	\$200.00	year	-
ii. End of Route	NO FEE		
iii. Essential	NO FEE		
d. Flag Mailed	Cost of Flag + \$10.00	year	-
e. Driveway longer than 500 meters	As per current ARCHA Rates		
3. Permits			
a. Heavy Truck Permits	NO FEE		
4. Inspections			
a. Undeveloped Road Allowance	\$250.00	each	-
5. Beaver Dam Removal			
a. Beaver Dam Removal on Private Land (dam not affecting County infrastructure)	\$500.00	each	-
6. Industry Agreements			
a. Seismic Inspection	\$250.00	each	-
b. General Inspection	\$250.00	each	-
c. Pipeline Crossing Right-of-Way	\$250.00	each	-
d. Two Week Special Road Use Agreement (First 5 per year FREE)	\$350.00	each	-
7. Approach			
a. Approach Construction Approval	\$250.00	each	-
b. Utilize / Alter Existing Approach	\$250.00	each	-
c. Request to Leave Approach In Place	\$250.00	each	-
8. Water Meters			
a. Replacement Water Meter Due to Neglect / Damage	\$350.00	each	-
b. Replacing Frost Plate Due to Neglect / Damage	\$100.00	each	-
9. Damage			
a. Burrow	\$500.00	acre	-
b. Crop	\$500.00	acre	-
c. Hay	\$300.00	year (for 2 years)	-
NATURAL GAS UTILITY (as per Natural Gas Utility Fees)			
AGRICULTURE & ENVIRONMENT			

PROTECTIVE SERVICES			
<b>1. Tower Space Rental</b> <i>(excluding electrical cost)</i>			
a. Towers Over 100 feet	\$3,000.00	year	+ GST
b. Towers Over 100 feet	\$750.00	quarterly	+ GST
c. Towers Less Than 100 feet	\$1,800.00	year	+ GST
d. Towers Less Than 100 feet	\$450.00	quarterly	+ GST
e. Towers That Provide Benefit to the Public to a Large Portion of the County <i>(i.e. internet)</i>	\$900.00	year	+ GST
f. Towers That Provide Benefit to the Public to a Large Portion of the County <i>(i.e. internet)</i>	\$225.00	quarterly	+ GST
g. Towers Owned by the County but Constructed by Lessor	Actual Power Consumption Cost		

## **SCHEDULE 'B' - SAFETY CODES PERMITS FEES**

### **BUILDING PERMIT FEE SCHEDULE**

<b>Residential Installations</b>	
<b>Description of Work</b>	<b>Permit Fee (*SC Levy <i>not</i> included)</b>
New Single Family Dwelling	\$5.78 per \$1000 construction value <b>(**see Minimum Construction Value Factors)</b>
Relocation of a Building <i>(on crawlspace or basement)</i>	\$0.32/sq.ft. Minimum fee \$126.00
Relocation of a Building <i>(on piles or blocking only)</i>	\$126.00
Garage, Addition, Renovation, Basement Development <i>(not at time of new home construction)</i>	\$0.32/sq.ft. Minimum fee \$126.00
Deck, Solid Fuel Burning Appliance, Demolition	\$126.00
Minimum Residential Building Permit Fee	\$126.00

<b>Non-Residential Installations</b>	
<b>Description of Work</b>	<b>Permit Fee (*SC Levy <i>not</i> included)</b>
New, Addition, Renovation, Alteration	\$5.78 per \$1000 construction value
Minimum Building Permit Fee	\$262.50

Project Value is based on the actual cost of material and labour.

Verification of cost may be requested prior to permit issuance.

**\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**

<b>**Minimum Construction Value Factors</b>	<b>Per Square Foot</b>
<b>RESIDENTIAL HOUSING</b>	
Single Family	\$157.50
Single Family (2 <sup>nd</sup> storey)	\$89.25
Multi-Family (3 storeys or less)	\$178.50
Multi-Family (more than 3 storeys)	\$162.75
Townhouses or Rows	\$178.50
Garage (attached or detached)	\$36.75
Carport	\$36.75
Renovations	\$78.75
<b>APARTMENTS</b>	
Concrete Construction	\$141.75
Masonry and Wood Construction	\$141.75
Basement Parkade	\$94.50
Above-Ground Parkade	\$94.50
<b>COMMERCIAL (Offices, Restaurants, Services Stations, Warehouses)</b>	
Concrete Construction	\$141.75
Masonry Construction	\$141.75
Masonry and Wood or Steel Construction	\$141.75
Steel Construction	\$141.75
Wood Construction	\$126.00
Renovations	\$84.00
<b>CHURCHES, HOTELS, SCHOOLS</b>	
Concrete Construction	\$141.75
Masonry or Wood	\$141.75
Wood Construction	\$126.00
<b>HOSPITALS</b>	
Concrete Construction	\$283.50
Masonry and Wood or Steel Construction	\$257.25
Wood Construction	\$225.75
<b>INDUSTRIAL</b>	
<i>For further information, please contact a County approved Safety Codes Agency</i>	



## ELECTRICAL PERMIT FEE SCHEDULE

RESIDENTIAL			
New Single Family Dwellings and Additions			
Square Footage	Permit Fee	SC Levy	Total Fee
Up to 1200	\$126.00	\$5.04	\$131.04
1201 – 1500	\$136.50	\$5.46	\$141.96
1501 – 2000	\$173.25	\$6.93	\$180.18
2001 – 2500	\$189.00	\$7.56	\$196.56
Over 2500	\$189.00 plus \$0.11 per square foot over 2500 square feet		

Garages / Renovations / Basement Development			
Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$500	\$78.75	\$4.50	\$83.25
\$501 - \$1000	\$94.50	\$4.50	\$99.00
\$1001 - \$2000	\$110.25	\$4.50	\$114.75
\$2001 - \$3000	\$126	\$5.04	\$131.04
\$3001 - \$4000	\$141.75	\$5.67	\$147.42
\$4001 - \$5000	\$157.50	\$6.30	\$163.80
Installation costs greater than \$5000 refer to the square footage fee schedule			

Service Connections			
Installation Cost	Permit Fee	SC Levy	Total Fee
Permanent Service Connection Only	\$89.25	\$4.50	\$93.75
Temporary Power / Underground Service	\$89.25	\$4.50	\$93.75
Solar / Alternative Energy	\$120.00	\$4.80	\$124.80

**\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**

## ELECTRICAL PERMIT FEE SCHEDULE

NON-RESIDENTIAL			
Installation Cost	Permit Fee	SC Levy	Total Fee
\$0 - \$1000	\$89.25	\$4.50	\$93.75
\$1001 - \$1500	\$94.50	\$4.50	\$99.00
\$1501 - \$2000	\$99.75	\$4.50	\$104.25
\$2001 - \$2500	\$110.25	\$4.50	\$114.75
\$2501 - \$3000	\$120.75	\$4.83	\$125.58
\$3001 - \$3500	\$131.25	\$5.25	\$136.50
\$3501 - \$4000	\$136.50	\$5.46	\$141.96
\$4001 - \$4500	\$141.75	\$5.67	\$147.42
\$4501 - \$5000	\$147.00	\$5.88	\$152.88
\$5001 - \$5500	\$152.25	\$6.09	\$158.34
\$5501 - \$6000	\$157.50	\$6.30	\$163.80
\$6001 - \$6500	\$162.75	\$6.51	\$169.26
\$6501 - \$7000	\$168.00	\$6.72	\$174.72
\$7001 - \$7500	\$173.25	\$6.93	\$180.18
\$7501 - \$8000	\$178.50	\$7.14	\$185.64
\$8001 - \$8500	\$183.75	\$7.35	\$191.10
\$8501 - \$9000	\$189.00	\$7.56	\$196.56
\$9001 - \$9500	\$194.25	\$7.77	\$202.02
\$9501 - \$10,000	\$199.50	\$7.78	\$207.48
\$10,001 - \$11,000	\$204.75	\$8.19	\$212.94
\$11,001 - \$12,000	\$210.00	\$8.40	\$218.40
\$12,001 - \$13,000	\$215.25	\$8.61	\$223.86
\$13,001 - \$14,000	\$220.50	\$8.82	\$229.32
\$14,001 - \$15,000	\$225.75	\$9.03	\$237.75
\$15,001 - \$16,000	\$231.00	\$9.24	\$240.24
\$16,001 - \$17,000	\$236.25	\$9.45	\$245.70
\$17,001 - \$18,000	\$241.50	\$9.66	\$251.16
\$18,001 - \$19,000	\$246.75	\$9.87	\$256.62
\$19,001 - \$20,000	\$252.00	\$10.08	\$262.08
Over \$20,000	\$252.00 plus \$5.25 per \$1000 (or portion of ) over \$20,000		

**\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**

## PLUMBING PERMIT FEE SCHEDULE

ALL INSTALLATIONS			
Number of Fixtures	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$105.00	\$4.50	\$109.50
5	\$110.25	\$4.50	\$114.75
6	\$115.50	\$4.62	\$120.12
7	\$120.75	\$4.83	\$125.58
8	\$126.00	\$5.04	\$131.04
9	\$131.25	\$5.25	\$136.50
10	\$136.50	\$5.46	\$141.96
11	\$141.75	\$5.67	\$147.42
12	\$147.00	\$5.88	\$152.88
13	\$152.25	\$6.09	\$158.34
14	\$157.50	\$6.30	\$163.80
15	\$162.75	\$6.51	\$169.26
16	\$168.00	\$6.72	\$174.72
17	\$173.25	\$6.93	\$180.18
18	\$178.50	\$7.14	\$185.64
19	\$183.75	\$7.35	\$191.10
20	\$189.00	\$7.56	\$196.56
Over 20	\$189.00 plus \$4.73 per fixture over 20		

**\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**

## GAS PERMIT FEE SCHEDULE

RESIDENTIAL INSTALLATIONS			
Number of Outlets	Permit Fee	SC Levy	Total Fee
1	\$89.25	\$4.50	\$93.75
2	\$94.50	\$4.50	\$99.00
3	\$99.75	\$4.50	\$104.25
4	\$120.75	\$4.83	\$125.58
5	\$141.75	\$5.67	\$141.42
6	\$162.75	\$6.51	\$169.26
7	\$183.75	\$7.35	\$191.10
8	\$204.75	\$8.19	\$212.94
9	\$225.75	\$9.03	\$234.78
10	\$246.75	\$9.87	\$256.62
Over 10	\$246.75 plus \$10.50 per outlet over 10		

OTHER GAS INSTALLATIONS (Residential & Non-Residential)			
Description	Permit Fee	SC Levy	Total Fee
Propane Tank Set	\$105.00	\$4.50	\$109.50
Additional Tanks	\$50.00	\$4.50	\$54.50
Temporary Heat	\$105.00	\$4.50	\$109.50
Grain Dryers	\$250.00	\$10.00	\$260.00
Propane Cylinder Refill Center	\$157.50	\$6.30	\$163.80

NON-RESIDENTIAL INSTALLATIONS			
BTU Input	Permit Fee	SC Levy	Total Fee
0 – 150,000	\$105.00	\$4.50	\$109.50
150,001 – 250,000	\$131.25	\$5.25	\$136.50
250,001 – 350,000	\$157.50	\$6.30	\$163.80
350,001 – 500,000	\$183.75	\$7.35	\$191.10
500,001 – 750,000	\$210.00	\$8.40	\$218.40
750,001 – 1,000,000	\$236.25	\$9.45	\$245.70
Over 1,000,000	\$236.25 plus \$5.25 per 100,000 (or portion of) over 1,000,000 BTU		

**\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**



## GAS PERMIT FEE SCHEDULE

TEMPORARY HEAT			
BTU Input	Permit Fee	SC Levy	Total Fee
0 – 250,000	\$105.00	\$4.50	\$109.50
250,001 – 500,000	\$157.50	\$6.30	\$163.80
Over 500,000	\$157.50 plus \$10.50 per 100,000 BTU (or portion of) over 500,000		

## PRIVATE SEWAGE PERMIT FEE SCHEDULE

RESIDENTIAL INSTALLATIONS			
Description	Permit Fee	SC Levy	Total Fee
Holding Tank, Open Discharge	\$210.00	\$8.40	\$218.40
Field, Mound, Sand Filter, Treatment Tank	\$262.50	\$10.50	\$273.00

*Note: Non-Residential permit fees will be quoted after a detailed review of application*

## ADDITIONAL CHARGES FEE SCHEDULE

(charge may be directed to or invoiced from applicable Agency)

Description	Total Fee
Compliance	\$125.00/hour
Emergency Services	\$125.00/hour
Investigation Services	\$125.00/hour
Appeal	\$125.00/hour
Enforcement	\$125.00/hour

**\*SC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560**

## ADMINISTRATIVE FEE SCHEDULE

Disciplines	Fee Description
Building	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled or 25% of the fee if a drawing review has been completed or an inspection has been carried out
Electrical, Gas, Plumbing & Septic	A minimum cancellation fee of \$25.00 will be retained when a permit is cancelled. No fee will be returned when an inspection(s) is carried out

## PENALTIES FEE SCHEDULE

Description	Fine Amount
First Offence	\$100.00
Second and any subsequent offence	\$200.00

**Note: Each day that is a breach of the Bylaw has occurred may be considered a separate offence**

## **SCHEDULE 'C' – SPECIFIED PENALTIES**

SECTION REFERENCE	DESCRIPTION	MINIMUM & SPECIFIED PENALTIES	SECOND OR SUBSEQUENT OFFENCE WITHIN 6 MONTHS OF PRIOR OFFENCE
<b>Part 3 – Operational Restrictions</b>			
<b>11, 12</b>	Person operating a vehicle on a Highway other than in accordance with the weight limitation established, Overweight Permit, or Road Use Permit	\$465.00	\$465.00
<b>13(a)</b>	Person operating a vehicle in contravention of a Traffic Control Device	\$250.00	\$250.00
<b>13(b)</b>	Person parking a vehicle in contravention of a Traffic Control Device	\$100.00	\$100.00
<b>14</b>	Interfere with Traffic Control Device	\$250.00	\$250.00
<b>15</b>	Person operating a vehicle so as to track material onto the Highway	\$250.00	\$250.00
<b>17</b>	Person place, cause to place, or permit another to litter or dump	\$200.00	\$200.00
<b>19</b>	Person using an Undeveloped Road Allowance other than to access or travel along	\$200.00	\$200.00
<b>20</b>	Person permits a Highway obstruction	\$200.00	\$200.00
<b>22</b>	Person using engine retarder brakes within a Locality of the County	\$200.00	\$200.00
<b>Part 4 – Parking Restrictions</b>			
<b>23</b>	Person stopped or Parked contrary to a Traffic Control Device	\$100.00	\$100.00
<b>24, 25(a)</b>	Person parked a Heavy Vehicle in a residential location	\$100.00	\$100.00

<b>25(b)</b>	Person parked commercial vehicle in a residential location	\$100.00	\$100.00
<b>Part 5 – Exemption Permits</b>			
<b>27</b>	Person operating a Heavy Vehicle on a Highway not authorized as a Heavy Vehicle Route	\$500.00	\$500.00
<b>Part 7 – Road Use Permit</b>			
<b>30</b>	Person operating a vehicle without obtaining a Road Use Permit, as required	\$500.00	\$500.00
<b>31</b>	Person failing to pay such amounts, or post security in a form and amount, or both, as required under a Road Use Permit	\$400.00	\$400.00
<b>32</b>	Person contravening any term or condition of a Road Use Permit entered into by that Person	\$500.00	\$500.00
<b>Part 10 – Permits and Licenses</b>			
<b>39</b>	Person contravening any term or condition of any permit or license issued pursuant to Bylaw	\$500.00	\$500.00
<b>41</b>	Person making or providing false or misleading statement to obtain a permit or license pursuant to Bylaw	\$400.0	\$400.00
<b>Part 13 – General</b>			
<b>63</b>	Person obstructing any Peace Officer, designate officer, or County employee, contractor or agent in the exercise of any of their powers or duties under this Bylaw	\$500.00	\$500.00

*A person found guilty of an offence under this Bylaw for which no penalty has been specifically provided is liable on summary conviction to a minimum fine of not less than \$1,000.00 or not more than \$10,000.00 or to imprisonment for a term not exceeding six (6) months, or to both a fine and imprisonment*



May 20, 2025

**RE: Letter of Support for the Cassava Animal Feed Project**

To Whom It May Concern:

On behalf of the County of Vermilion River, I am writing to express our support for the Cassava Animal Feed Project and the team's application to the Alberta Innovate Agri-Food Innovation Intake funding opportunity.

Driven by the need for sustainable and cost-effective feed solutions for Canadian beef cattle, the project focuses on forage cassava. This crop offers high nutritional value, adaptability to diverse growing conditions, and the potential to boost livestock production. Additionally, the introduction of cassava could increase feed security and expand crop rotation and diversification.

This collaborative project is driven by a multi-disciplinary team with members from Lakeland College, InnoTech Alberta, Lakeland Agricultural Research Association, STEP Economic Development Alliance, and the business community. Lakeland College includes campuses in Vermilion and Lloydminster, which are both adjacent to the County of Vermilion River.

This project demonstrates agricultural leadership, innovation, and co-operation at work in our region, and we are pleased to support the project and the associated funding application.

Sincerely,

Reeve Marty Baker  
County of Vermilion River