

**MEETING DATE: JULY 15, 2025**

# **REQUEST FOR DECISION - TO COUNCIL**

## **SUBJECT**

**BYLAW 25-17, CANOLA FARMS AREA STRUCTURE PLAN – MOTION REQUIRED**

## **RECOMMENDATION**

THAT the County of Vermilion River give First Reading to Bylaw 25-17, being a bylaw to adopt the Canola Farms Area Structure Plan for NE-7-51-6W4M.

AND

THAT the County of Vermilion River schedule a Public Hearing for Bylaw 25-17, being a bylaw to adopt the Canola Farms Area Structure Plan for NE-7-51-6W4M for August 11, 2025 at 9:05AM in Council Chambers at 5011 – 50 Street in Kitscoty, Alberta.

## **DETAILS**

**Background:** An application for an Area Structure Plan (ASP) has been submitted for the proposal of a fifth title from a quarter section, titled the Canola Farms Area Structure Plan on the lands identified as NE-7-51-6W4M (the “Lands”).

The Lands currently has four (4) titles to the quarter section, with a developed rural residence on the balance of the quarter section. The proposed ASP is planning for a total of five (5) titles for the quarter, breaking the developed rural residence from the balance of the quarter. The County of Vermilion River (the “County”) current Municipal Development Plan (the “MDP”) (Bylaw 19-03) allows for a maximum separation of three (3) parcels from the quarter section, the fourth title being that of the remainder of the quarter section (MDP s.5.2.3); further subdivision from a quarter section is a multi-lot subdivision and therefore requires the submission of an Area Structure Plan for approval.

**Discussion:** Allowing the proposed ASP to be passed at First Reading provides an opportunity for the public to review the bylaw before a Public Hearing takes place. A Public Hearing allows Council to hear from any person, group of persons or person representing them who claims to be affected by the proposed bylaw (MGA s.216(4)(4)).



**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

**Desired Outcome (s):**

THAT the County of Vermilion River give First Reading to Bylaw 25-17, being a bylaw to adopt the Canola Farms Area Structure Plan for NE-7-51-6W4M.

AND

THAT the County of Vermilion River schedule a Public Hearing for Bylaw 25-17, being a bylaw to adopt the Canola Farms Area Structure Plan for NE-7-51-6W4M for August 11, 2025 at 9:05AM in Council Chambers at 5011 – 50 Street in Kitscoty, Alberta.

**Response Options:**

THAT the County of Vermilion River give First Reading to Bylaw 25-17, being a bylaw to adopt the Canola Farms Area Structure Plan for NE-7-51-6W4M.

AND

THAT the County of Vermilion River schedule a Public Hearing for Bylaw 25-17, being a bylaw to adopt the Canola Farms Area Structure Plan for NE-7-51-6W4M for August 11, 2025 at 9:05AM in Council Chambers at 5011 – 50 Street in Kitscoty, Alberta.

## IMPLICATIONS OF RECOMMENDATION

**Organizational:** Administration to advertise and schedule a Public Hearing for August 11, 2025 at 9:05 AM

**Financial:** Cost of Advertising

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

**Implementation:** Upon approval of Third and Final Reading by Council

## ATTACHMENTS

1. Bylaw 25-17, Canola Farms Area Structure Plan
2. Schedule 'A' - Canola Farms ASP\_July 2025
3. May 2025 Letter to ISL
4. June 2025 Letter to ISL
5. Bylaw 19-03 – Municipal Development Plan
6. Bylaw 19-02 – Land Use Bylaw
7. Policy PD 007 – Sustainable Planning and Development Requirements
8. Policy PD 007 – Schedule 'A' Sustainable Planning and Development Requirements Checklist

**PREPARED BY:** Planning and Community Services Admin. Assistant

**REVIEWED BY:** Director of Planning and Community Services

**DATE:** June 30, 2025