



# Mountain View C O U N T Y

## REGULAR COUNCIL MEETING AGENDA

The Municipal Council will hold a Regular Council Meeting on Wednesday, May 11, 2022, at 9:00 a.m., in the Council Chamber, 1408 Twp. Rd. 320, Didsbury, AB

1. Call to Order
2. AGENDA
  - 2.1 Adoption of Agenda
3. ADOPTION OF MINUTES
  - 3.1 Regular Council Meeting Minutes of April 27, 2022
4. BUSINESS ARISING
  - 4.1 Nil
5. PUBLIC HEARINGS
  - 5.1 Bylaw No 05 22
  - 5.2 Bylaw No LU 09 22 - NW 7-33-4-5
  - 5.3 Bylaw No LU 12 22 - NE 35-30-28-4
6. DELEGATIONS
  - 6.1 RCMP 1:00 p.m.
  - 6.2 Sun Alta 1:30 p.m. (Via Zoom)
7. BYLAWS
  - 7.1 Bylaw No LU 15 22 - NE 17-32-4-5
  - 7.2 Bylaw No. 09 22 Council Code of Conduct
  - 7.3 Bylaw No. 10/22 Fire Bylaw
  - 7.4 Bylaw No. 11/22 Fee Schedule
8. DIRECTIVES
  - 8.1 Directives
9. OLD BUSINESS
  - 9.1 Corporate Services Department Quarterly Report
  - 9.2 Operational Services Department Quarterly Report
  - 9.3 Planning and Development Department Quarterly Report
  - 9.4 Legislative, Community Services and Agricultural Services Quarterly Report
  - 9.5 CAO Services Quarterly Report
10. NEW BUSINESS
  - 10.1 2022 Market Summary Report
  - 10.2 Legacy Land Trust Society Sponsorship Request
  - 10.3 Health and Safety Day 2022
  - 10.4 McDougal Flats Strategic Engagement Plan
  - 10.5 Crime Prevention Initiative Allocations
  - 10.6 Cremona Recreation Board Funding Approvals
  - 10.7 Business Support Pilot Project

- 10.8 Citizenship Award Recipients
- 11. COUNCILLOR REPORTS
  - 11.1 Councillor Reports – Verbal
- 12. CORRESPONDENCE
  - 12.1 Information Items
    - a. 2022-04-22 Contact Newsletter
    - b. 2022-04-29 Contact Newsletter
- 13. CONFIDENTIAL ITEMS
  - 13.1 Citizenship Award Applications 2022, FOIP Act Section 17
  - 13.2 Sundre ICC Draft Session Notes, FOIP Act Section 24
- 14. ADJOURNMENT



## MINUTES

## REGULAR COUNCIL MEETING

## Mountain View County

Minutes of the Regular Council Meeting held on Wednesday, April 27, 2022, in the Council Chamber, 1408 Twp Rd. 320, Didsbury, AB.

**PRESENT:**

Reeve A. Aalbers  
Deputy Reeve Councillor G. Harris  
Councillor A. Miller  
Councillor D. Fulton  
Councillor G. Krebs  
Councillor J. Lutz  
Councillor P. Johnson

**IN ATTENDANCE:**

J. Holmes, Chief Administrative Officer  
C. Atchison, Director, Legislative, Community, and Agricultural Services  
M. Bloem, Director, Planning and Development Services  
R. Morrison, Director, Operational Services  
A. Wild, Communications Coordinator  
L McMillan, Executive Assistant

**CALL TO ORDER:**

Reeve Aalbers called the meeting to order at 8:59 a.m.

Reeve Aalbers introduced Council and staff.

**AGENDA**

Moved by Councillor Fulton  
RC22-209 That Council adopt the agenda of the Regular Council Meeting of April 27, 2022. Carried.

**MINUTES**

Moved by Councillor Krebs  
RC22-210 That Council adopt the Minutes of the Regular Council Meeting of March 23, 2022. Carried.

Moved by Councillor Lutz  
RC22-211 That Council adopt the Minutes of the Regular Council Meeting of April 13, 2022. Carried.

**BUSINESS ARISING**

4.1 – Direct Control District  
DP, PLDP20210490

Moved by Councillor Harris  
RC22-212 That Council approve the proposed Accessory Building - Pavilion in accordance with Land Use Bylaw No. 21/21 and the submitted application, within SW 2-30-4-5 Plan 1810172 Block 1 Lot 2, submitted by Mountain View Events Ltd., Development Permit No. PLDP20220151, subject to the conditions outlined. Carried.

**PUBLIC HEARINGS**

5. 1 - Bylaw #LU 10/22

NE 15-31-27-4

Reeve Aalbers opened the Public Hearing regarding Bylaw #LU 10/22 and read the Bylaw.

The application for redesignation of the NE 15-31-27-4, was introduced by D. Gonzalez, Planning and Development Department, and the following information was introduced as provided in the agenda package such as the bylaw, location map, assessment map, site map, and aerial photos. The Planning and Development Department provided specific information to the application as follows:

- For subdivision – first parcel out for agricultural purposes of an area where a gravel pit operated
- Division 3

The Planning and Development Department recommended that Bylaw #LU 10/22 be given second reading.

The Planning and Development Department advised that all correspondence received was provided to Council.

Ken Taylor, Applicant, emphasized his supporting points on behalf of the Owner and application.

Mike Kohut, Owner, advised almost all land can be cropped up until the proposed area. The road and operations center is quiet.

Reeve Aalbers asked if there were any comments from the gallery. No one came forward.

Council questions resulted in the following information:

- The approach is owned by the oil and gas company, and the lease is active.
- The Owner doesn't hold the reclamation certification.
- Operational Services previously provided a plan to council on the future of all gravel pits.
- Gravel crushing operations of the Bittner Gravel pit will never occur again, it is depleted, however it will be used indefinitely as a stockpile location.
- Ag services applied for the reclamation certificate on the other side of the pit and does have a partial certificate on it. The other part of the pit, closer to where the proposed development is, is still waiting for the reclamation certificate from the province.
- The County looks after dust control on haul routes at Operational Services discretion.
- During the referral, the company in charge of this well site was circulated and no comments were received.

Reeve Aalbers asked if there were any comments from the gallery. No one came forward.

The Planning and Development Department was provided the opportunity for closing remarks and declined.

The Applicant provided closing remarks.

Hearing no further comments Reeve Aalbers closed the Public Hearing.

Moved by Councillor Miller  
RC22-213 That Council give second reading to Bylaw No. LU 10/22 redesignating the lands within the NE 15-31-27-4.

Carried.

Moved by Councillor Miller  
RC22-214 That Council give third reading to Bylaw No. LU 10/22 redesignating the lands within the NE 15-31-27-4.

Carried.

## 5. 2 - Bylaw #LU 07/22 SW 27-29-4-5

Reeve Aalbers opened the Public Hearing regarding Bylaw #LU 07/22 and read the Bylaw.

The application for redesignation of the SW 27-29-4-5, was introduced by T. Connatty, Planning and Development Department, and the following information was introduced as provided in the agenda package such as the bylaw, location map, assessment map, site map, and aerial photos. The Planning and Development Department provided specific information to the application as follows:

- To create a new small agricultural parcel for a family member to develop
- Division 2

The Planning and Development Department advised that all correspondence received was provided to Council.

Ken Taylor, Applicant, emphasized supporting points on behalf of the McBain family.

Reeve Aalbers asked if there were any comments from the gallery. No one came forward.

Council questions resulted in the following information:

- The building site is in the cultivatable piece.
- The Owner's intent is to build on the pastureland included as it is higher ground.
- With the current zoning on the property, the Ag 2 parcel could potentially go to MPC for a subdivision request.

Reeve Aalbers asked if there were any comments from the gallery. No one came forward.

The Planning and Development Department was provided the opportunity for closing remarks and declined.

The Applicant provided closing remarks.

Hearing no further comments Reeve Aalbers closed the Public Hearing.

Moved by Councillor Harris  
RC22-215 That Council give second reading to Bylaw No. LU 07/22 redesignating the lands within the SW 27-29-4-5.

Carried.

Moved by Councillor Harris  
RC22-216 That Council give third reading to Bylaw No. LU 07/22 redesignating the lands within the SW 27-29-4-5.

Carried.

5. 3 - Bylaw #LU 11/22  
SW 16-33-4-5

Reeve Aalbers opened the Public Hearing regarding Bylaw #LU 11/22 and read the Bylaw.

The application for redesignation of the SW 16-33-4-5, was introduced by D. Gonzalez, Planning and Development Department, and the following information was introduced as provided in the agenda package such as the bylaw, location map, assessment map, site map, and aerial photos. The Planning and Development Department provided specific information to the application as follows:

- For subdivision – first parcel out for residential purposes from previously unsubdivided quarter section.
- Division 6

The Planning and Development Department recommended that Bylaw #LU 11/22 be given second reading.

The Planning and Development Department advised that all correspondence received was provided to Council.

Cam Bowman, Owner, advised he already lives on site. The proposed site has been fenced along the natural shelter belt.

Reeve Aalbers asked if there were any comments from the gallery. No one came forward.

The Planning and Development Department was provided the opportunity for closing remarks and declined.

The Applicant was provided the opportunity for closing remarks and declined.

Hearing no further comments Reeve Aalbers closed the Public Hearing.

Moved by Councillor Johnson  
RC22-217 That Council give second reading to Bylaw No. LU 11/22 redesignating the lands within the SW 16-33-4-5.

Carried.

- Moved by Councillor Johnson  
RC22-218 That Council give third reading to Bylaw No. LU 11/22 redesignating the lands within the SW 16-33-4-5.  
Carried.

**BYLAWS**

7.1 - Bylaw #14/22  
SE 12-33-4-5

- Moved by Councillor Fulton  
RC22-219 That Council give first reading to Bylaw No. LU 14/22 redesignating the lands within the SE 12-33-4-5 as contained in the agenda package.  
Carried.

- Moved by Councillor Fulton  
RC22-220 That Council set the Public Hearing for Bylaw No. LU 14/22 redesignating the lands within the SE 12-33-4-5 for June 08, 2022, at or after 9:00 a.m.  
Carried.

**NEW BUSINESS**

10.1 – Davidson Park  
Lease Agreement

- Moved by Councillor Krebs  
RC22-221 That Council authorizes administration to enter into an agreement with Juergen and Andrew Sadlowski for the use of their lands to expand Davidson Park, pending second reading of the redesignating bylaw.  
Carried.

**RECESS AND RECONVENE:**

Reeve Aalbers recessed the meeting at 10:55 a.m. and reconvened at 11:03 a.m.

**DELEGATIONS**

6.1 – Alberta Regional Rail

Francois and Thomas with Alberta Regional Rail provided a presentation on the proposed Edmonton to Calgary Corridor.

A question-and-answer session was held.

Reeve Aalbers thanked Francois and Thomas for the presentation.

- Moved by Councillor Harris  
RC22-222 That Council receive the delegation from Alberta Regional Rail as information.  
Carried.

6.2 – Ag Plastics Research  
Committee, Olds College

Joy Agnew and Megan Wong of Ag Plastics Research Committee, Olds College, introduced themselves. Megan provided an update on the Committees efforts.

A question-and-answer session was held.

Reeve Aalbers thanked Joy and Megan for the presentation.

- RC22-223 Moved by Councillor Johnson  
That Council receive the delegation from Ag Plastics Research Committee, Olds College as information.  
Carried.

**BYLAWS CONT.**

7.2 - Bylaw #06/22  
Establishing the Subdivision  
and Development Appeal Board

- RC22-224 Moved by Councillor Fulton  
That Council grant third reading to Bylaw No. 06/22 Establishing the Subdivision and Development Appeal Board.  
Motion not called.

- RC22-225 Moved by Councillor Harris  
That Council request amendments to Bylaw No. 06/22 Sections: 3.01 C, 3.01 K, 5.05, 9.06, and 9.10 I, as presented.  
Carried.  
The question on Motion RC22-224 was called.  
Carried.

**RECESS AND RECONVENE:**

Reeve Aalbers recessed the meeting at 12:00 p.m. and reconvened at 12:34 p.m.

7.3 - Bylaw #07/22  
Establish the Position of  
Chief Administrative Officer

- RC22-226 Moved by Councillor Krebs  
That Council grant third reading to Bylaw No. 07/22 Establish the Position of Chief Administrative Officer.  
Carried.

7.4 - Bylaw #08/22  
Procedure and Conduct of  
Council Meetings Amendment

- RC22-227 Moved by Councillor Fulton  
That Council grant third reading to Bylaw No. 08/22 Procedure and Conduct of Council Meetings Amendment.  
Carried.

7.5 - Bylaw #09/22  
Council Code of Conduct

- RC22-228 Moved by Councillor Fulton  
That Council grant first reading to Bylaw No. 09/22 Council Code of Conduct.  
Carried.
- RC22-229 Moved by Councillor Fulton  
That Council grant second reading to Bylaw No. 09/22 Council Code of Conduct.  
Carried.
- RC22-230 Moved by Reeve Aalbers  
That Council request an amendment to Bylaw No. 09/22 Council Code of Conduct Section 6.01 c) to refer to 'individual Councillor or Councillor(s)' as discussed.  
Carried.

**NEW BUSINESS CONT.**

10.2 – Business Support Options

Moved by Councillor Fulton

RC22-231 That Council direct administration to bring back Option 1, with the recommended direction from Council for the next Council meeting of May 11, 2022.

Carried.

Moved by Councillor Johnson

RC22-232 That Council direct administration to create high level document that describes today's discussion, on motion RC22-231, and bring back to the next Council meeting of May 11, 2022.

Carried.

### 10.3 – Sundre Fire Department Pumper Purchase

Moved by Councillor Harris

RC22-233 That Council approve an additional \$51,299.00 towards the Sundre Fire Pumper to be funded from the General Fire Reserve.

Carried.

### RECESS AND RECONVENE:

Reeve Aalbers recessed the meeting at 1:52 p.m. and reconvened at 2:01 p.m.

### COUNCILLOR REPORTS

Council discussed the following:

- East Councillors Open House Rescheduled To May 26, 2022
- Carstairs Library Board Meeting
- 3rd MDP Council Workshop April 20, 2022
- ASB Meeting
- Olds College Rebranding Forum
- Cremona Rec and Culture Board Meeting
- Aggie Days, May 13-14, 2022
- Chili Cookoff April 30, 2022
- Airport Advisory Committee Meeting
- Sundre ICC Meeting
- SPOG Community Affairs Meeting
- Alberta Hemp Alliance Conference
- Banff Film Festival, put on by Olds Library Board
- Resident Gopher Infestation
- Sundre Wellness Advocacy Meeting
- RDRWA Board Meeting
- Sundre Hospital Futures Meeting
- Sundre Airport Open House

Moved by Councillor Lutz

RC22-234 That Council receive the verbal Councillor Reports as information.

Carried.

### INFORMATION ITEMS

Moved by Councillor Harris

RC22-235 That Council receive the following items as information:

- a. 2022-04-08 Contact Newsletter
- b. 2022-04-14 Contact Newsletter

Carried.

### IN CAMERA

Moved by Councillor Fulton

RC22-236 That the Regular Council Meeting of April 27, 2022, go into closed meeting at 2:17 p.m. to deal with items relative to the FOIP Act, Section 24.

Carried.

Moved by Councillor Fulton

UNADOPTED

RC22-237 That the Regular Council Meeting of April 27, 2022, return to the open meeting at 3:27 p.m.

Carried.

13.1 – Bylaw No. 01/22  
Fee Schedule - Netook  
Crossing Development Fees

Moved by Reeve Aalbers

RC22-238 That Council request administration bring back the Fee Schedule Bylaw No. 01/22, with amendments to schedule C and schedule D as discussed.

Carried.

## ADJOURNMENT

Reeve Aalbers adjourned the Regular Council Meeting of April 27, 2022, at 3:28 p.m.

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Chair

I hereby certify these minutes are correct.

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Chief Administrative Officer



# Regular Council Meeting

## Request for Decision

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Planning & Development Services

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**Date:** May 11, 2022

**SUBJECT:** Bylaw No. 05/22 Olds Intermunicipal Development Plan Amendment

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**RECOMMENDATION:**

That Council amend Bylaw No. 05/22 to correct the spelling error in Section J Referral Area 1) from “n” to “in”.

That Council give second reading to Bylaw No. 05/22 Olds Intermunicipal Development Plan Amendment.

That Council defer third reading to Bylaw No. 05/22 Olds Intermunicipal Development Plan Amendment to May 25, 2022.

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**ALTERNATIVE OPTIONS:** N/A

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**BACKGROUND** Mountain View County and the Town of Olds Intermunicipal Development Plan (IDP) was adopted by the Town and County in the Fall of 2020. Shortly after adoption of the IDP, the Town submitted an application to the Province to annex the Short-Term Annexation Area (three quarter sections). The annexation application was approved and took effect as of January 1, 2022. The IDP includes a policy that the Town and County would amend the IDP following a decision on annexation. A set of changes to the IDP have been prepared by the Town and County Administration and has been reviewed by the Intermunicipal Collaboration Committee (ICC) in March 2022. On April 13, 2022, Council gave first reading to Bylaw No. 05/22 that is included as attachment 01.

The proposed changes that relate to annexation:

1. Remove all references to the “Short Term Annexation” throughout the document and renumbering sections where needed; and
2. Replace Map 1 with a version that shows the expanded Town boundary and Town of Olds Area and adjusted IDP Plan Area boundary.

Two additional changes that do not relate to annexation:

1. Changes to clause 4 in Section I (now H) College Area to reflect the preparation of the Campus Master Plan by the College; and
2. Addition of clause 7 in Section R (now Q) Referral and Circulation Process to clarify expectations when either the Town or the County seeks input from the landowners/residents in the other municipality.

The proposed changes are shown in the attached “tracked changes” and is included as attachment 02.

Both Administrations agree to hold separate Public Hearings but will schedule third reading at a future Council meeting to ensure both municipalities approve the same IDP.

The Public Hearing was advertised on the website and newspaper on April 26 and May 3. Circulation responses from South Red Deer Regional Wastewater Commission and Telus raised no objection. Alberta Transportation provided comments on land use, drainage, and transportations systems to ensure safe and effective operation of

provincial highways and ATCO Gas and Pipelines Ltd. provided comments on protecting their infrastructure. AT and ATCO responses are included as attachment 03. No changes are proposed as a result of the circulation responses.

After first reading a spelling error was identified on page 3 of Bylaw No. 05/22. A council motion is recommended to correct Section J Referral Area 1) by changing “n” to “in”:

**To delete the following from Section J Referral Area**

- 1) The Referral Area shown on Map 1 identifies lands that are not intended to accommodate Town growth within the 50-70- year horizon of this IDP. Planning matters such as proposed changes **n** land use and subdivision shall be referred to the Town to enable coordination of planning and servicing decisions that will be made for the adjacent Urban Fringe areas, Short Term Annexation area or Town of Olds areas.

**To add the following to Section J Referral Area**

- 1) The Referral Area shown on Map 1 identifies lands that are not intended to accommodate Town growth within the 50-70- year horizon of this IDP. Planning matters such as proposed changes **in** land use and subdivision shall be referred to the Town to enable coordination of planning and servicing decisions that will be made for the adjacent Urban Fringe areas or Town of Olds areas.

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**RELEVANT POLICY:** [Town of Olds Intermunicipal Development Plan - Bylaw No. 19/20](#)

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**BUDGET IMPLICATIONS:** N/A

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**Attachments** ☒ **Nil** ☐  
att 01 – Bylaw No. 05/22 First Reading  
att 02 – Track Change Version  
att 03 – Alberta Transportation and ATCO Gas Response

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**PREPARED BY:** HM  
**REVIEWED BY:** MB

**MOUNTAIN VIEW COUNTY**

**BYLAW NO. 05/22**

**TOWN OF OLDS INTERMUNICIPAL DEVELOPMENT PLAN  
BYLAW NO. 19/20 AMENDMENT**

**Mountain View County  
Province of Alberta**

**Bylaw No. 05/22**

**A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA TO AMEND THE INTERMUNICIPAL DEVELOPMENT PLAN BETWEEN MOUNTAIN VIEW COUNTY AND THE TOWN OF OLDS BYLAW NO. 19/20**

**SECTION 1 - AUTHORITY**

- 1.01 Section 631 of the *Municipal Government Act*, Chapter M-26 Statutes of Alberta 2000, as amended from time to time, provides that Council may by Bylaw adopt an Intermunicipal Development Plan.
- 1.02 The *Municipal Government Act*, as amended from time to time, provides that an Intermunicipal Development Plan may be amended from time to time.

**SECTION 2 - AMENDMENTS**

- 2.01 Mountain View County hereby enacts that Bylaw No. 19/20 be amended as follows:

**To delete the following from the Table of Contents**

F. Short Term Annexation

**To delete the following from Section D IDP Area and Map 1**

- 1) (a) Short Term Annexation;
- 2) "Short Term Annexation" means the area that shall be included in an annexation application to the Province following adoption of the IDP. It includes three quarter sections agreed to in principle by the County and the Town and the abutting road allowances on the west and east sides of these quarter sections.
- 3) Map 1

**To delete Map 1**

**To replace Map 1 as attached and marked Schedule "A"**

**To delete Section F**

**F. SHORT TERM ANNEXATION**

- 1) The Short Term Annexation area shown on Map 1 consists of three quarter sections located in Section 4-33-1-W5, a one mile portion of Range Road 14 along the west side of Section 4.
- 2) The Short Term Annexation area shall be addressed in a formal application to the Province for annexation following adoption of this IDP.

- 3) No land use bylaw amendments or subdivisions shall be approved for lands within the Short Term Annexation area. Development approvals shall be limited to those allowed under the current designation under the County's Land Use Bylaw.
- 4) The future intended uses for the Short Term Annexation area, once annexed into the Town, are found in the Town of Olds Municipal Development Plan, and consist of commercial and industrial land uses. The land uses show in the Town's Municipal Development Plan do not apply and have no direct bearing on planning approvals until the lands have been annexed into the Town's jurisdiction.
- 5) Following a decision on the formal annexation application by the Province, the IDP shall be amended to show the annexed portions of the Short Term Annexation area as part of the Town of Olds area on Map 1. Any portions of the Short Term Annexation area that are not approved for annexation shall be changed to Urban Fringe on Map 1.

**To delete the following from Section G Urban Fringe**

- 1) The Urban Fringe is those lands within the County that have been identified for future Town growth beyond the Town's current boundaries. The selection of the Urban Fringe areas is based on the projected land area needed for the Town to be able to grow to a future population of 36,000 (expected in 2076 based on current projections). When the Urban Fringe area is added to the lands available in the current Town boundaries (Town of Olds area on Map 1) and the Short Term Annexation area shown on Map 1 it provides for approximately 60 years projected Town residential growth, 50 years projected Town commercial growth and 70 years projected Town industrial growth.
- 2) The Urban Fringe shall be the priority areas for future annexations by the Town. It is expected that the Urban Fringe will be annexed to the Town in blocks (one or more quarter sections at a time) based on justified need for additional residential, commercial and industrial lands in accordance with Section Q of this IDP. The timing and identification of portions of the Urban Fringe for future annexations shall be determined through consultations between the Town and County.

**To add the following to Section G Urban Fringe**

- 1) The Urban Fringe is those lands within the County that have been identified for future Town growth beyond the Town's current boundaries. The selection of the Urban Fringe areas is based on the projected land area needed for the Town to be able to grow to a future population of 36,000 (expected in 2076 based on current projections). When the Urban Fringe area is added to the lands available in the current Town boundaries (Town of Olds area on Map 1) it provides for approximately 60 years projected Town residential growth, 50 years projected Town commercial growth and 70 years projected Town industrial growth.
- 2) The Urban Fringe shall be the priority areas for future annexations by the Town. It is expected that the Urban Fringe will be annexed to the Town in blocks (one or more quarter sections at a time) based on justified need for additional residential, commercial and industrial lands in accordance with Section P of this IDP. The timing and identification of portions of the Urban Fringe for future annexations shall be determined through consultations between the Town and County.

**To delete the following from Section I College Area**

- 4) The Town and County shall recommend that the College prepare a Campus Master Plan, in consultation with the Town and County, to further understanding of the long term land use and servicing implications that may need to be coordinated between the Town and County.

**To add the following to Section I College Area**

- 4) The Town and County shall recommend that the College uses a Campus Master Plan to further understanding of the long term land use and servicing implications that may need to be coordinated between the Town and County.

**To delete the following from Section J Referral Area**

- 1) The Referral Area shown on Map 1 identifies lands that are not intended to accommodate Town growth within the 50-70- year horizon of this IDP. Planning matters such as proposed changes in land use and subdivision shall be referred to the Town to enable coordination of planning and servicing decisions that will be made for the adjacent Urban Fringe areas, Short Term Annexation area or Town of Olds areas.

**To add the following to Section J Referral Area**

- 1) The Referral Area shown on Map 1 identifies lands that are not intended to accommodate Town growth within the 50-70- year horizon of this IDP. Planning matters such as proposed changes in land use and subdivision shall be referred to the Town to enable coordination of planning and servicing decisions that will be made for the adjacent Urban Fringe areas or Town of Olds areas.

**To add the following to Section R Referral and Circulation Process**

- 7) Either municipality may send referrals or use other means to seek input on planning and development matters from landowners and residents in the other municipality. Where either the Town or County is required or elects to seek input from landowners and residents in the other municipality, the Town or County may use a referral letter to individual landowners or an advertisement in the local newspaper. The Town and County agree that either of these two approaches is an acceptable means of seeking input from landowners and residents within their respective municipalities by the other municipality.

**To renumber the sections affected by the above amendments to result in sequential numbering and lettering throughout the Bylaw.**

**SECTION 3 – EFFECTIVE DATE**

3.01 This Bylaw shall come into effect at such time as it has received third (3<sup>rd</sup>) reading and has been signed in accordance with the *Municipal Government Act*.

Received first reading April 13, 2022,

Received second reading \_\_\_\_\_,

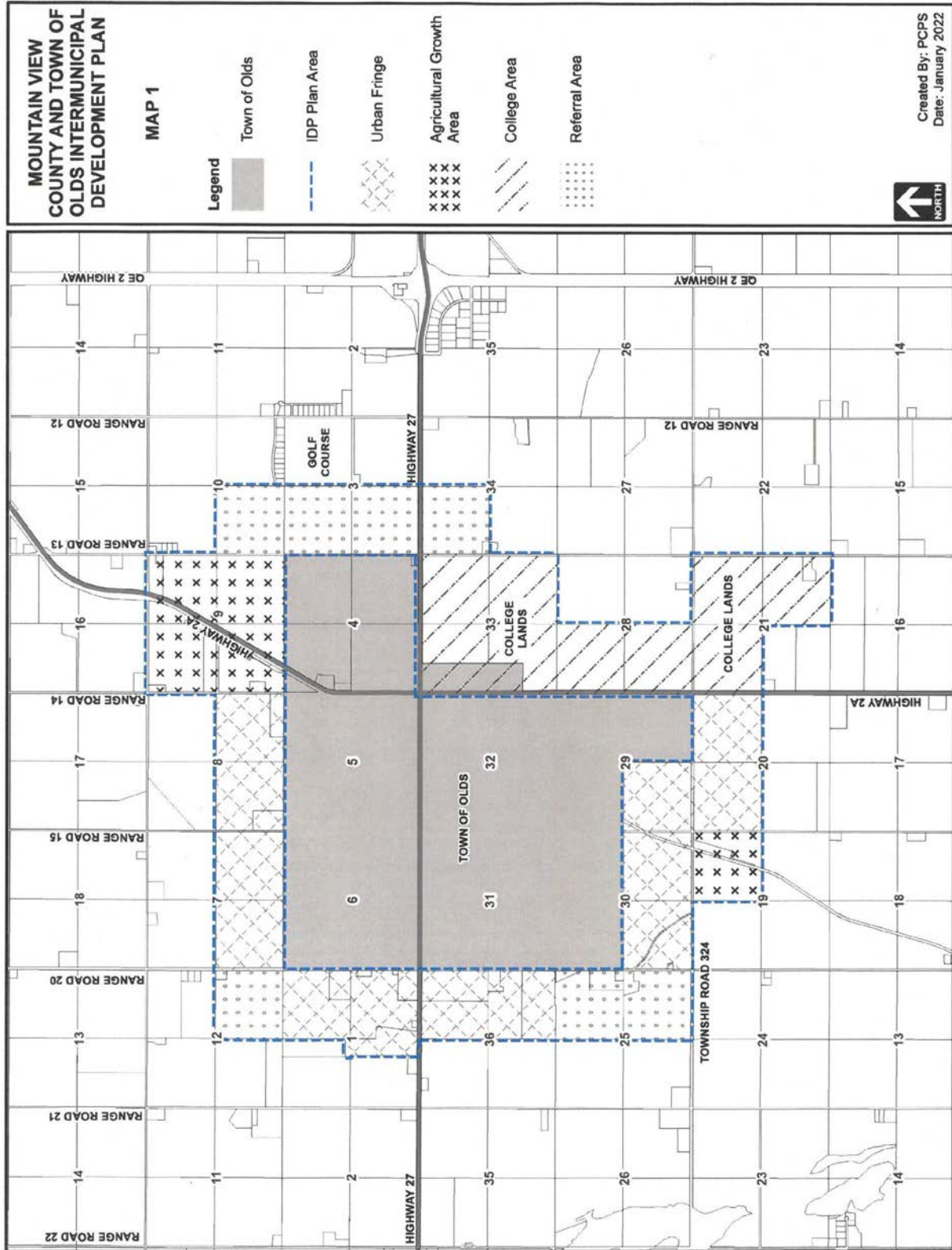
Received third reading \_\_\_\_\_.

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date of Signing

Schedule "A"





# MOUNTAIN VIEW COUNTY and TOWN OF OLDS

## INTERMUNICIPAL DEVELOPMENT PLAN



~~SEPTEMBER 2020~~ MARCH 2022

### Document History

This Document: ~~Draft for ICC Review~~ Final for Council Consideration –  
~~September 2020~~ March 2022

### Previous Documents:

Approved by Council – September 2020

Edited for Public Input and ICC Review in September 2020

Edited based on ICC Review on June 17, 2020

Draft for Joint Council Review sent May 29, 2020

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## **A. INTRODUCTION**

- 1) The Town and the County have agreed to prepare and adopt an intermunicipal development plan (IDP) as described in the Municipal Government Act.
- 2) The Town and the County have agreed to enter into the Town of Olds and Mountain View County Inter-municipal Cooperation Master Agreement (Master Agreement) relating to the sharing of costs for the provision of services by the Town to the residents of the County and for the sharing of revenue in exchange for the extension of water and wastewater services by the Town to the County.
- 3) The Master Agreement constitutes the Intermunicipal Collaboration Framework (ICF) between the Town and the County that is required under the Municipal Government Act.
- 4) Together, the IDP and the Master Agreement form the basis of cooperative efforts between the Town and the County to serve the needs of their communities.
- 5) In preparing the IDP, the Town and the County recognize that all municipalities are equals and have:
  - a) the right to growth and development; and
  - b) the right to plan and build the type of community desired by their residents and ratepayers in accordance with their respective Municipal Development Plan.
- 6) The purpose of the IDP is to:
  - a) provide a policy framework for planning matters requiring coordination between the Town and County, such as future land uses, environmental matters, and transportation and infrastructure planning; and
  - b) provide processes for ongoing communication, cooperation, decision making and, if needed, dispute resolution related to land use planning matters in the IDP area.

## **B. IDP GOALS**

- 1) To reinforce and enhance the positive and mutually beneficial relationships between the Town and County recognizing that the town and surrounding rural areas function as one diverse, mutually supporting community;
- 2) To achieve a common purpose for growth and development in the area around Olds which recognizes the importance of agricultural preservation, supports

intermunicipal agreements, and is consistent with cooperative initiatives in the effective and efficient provision of municipal services;

- 3) To encourage dialogue to reduce the potential for land use conflicts and foster a better understanding of each other's interests and views on land use planning matters while considering the effects that development in one municipality might have on the other;
- 4) To confirm future Town growth directions and land requirements and protect the identified areas in the IDP to enable the efficient, orderly and economical expansion of the Town;
- 5) To establish a direction for attracting new economic opportunities and improve existing opportunities to secure a long-term economic base for the region;
- 6) To provide for effective coordination of transportation systems and protection of required land for future road network developments; and
- 7) To plan for utility corridors to support future growth and development of the IDP area, and to ensure oil and gas development/pipelines do not inhibit or restrict the future development of the region.

## **C. IDP INTERPRETATION**

- 1) This IDP contains "shall", "should" and "may" policies which are interpreted as follows:
  - a) "shall" policies must be complied with,
  - b) "should" policies mean compliance in principle is required but it is subject to the discretion of the applicable authority on a case by case basis, and
  - c) "may" policies indicate support in principle but it is subject to the applicable authority determining the level of compliance that is required.
- 2) In the hierarchy of statutory plans, the policies of the IDP shall take precedence over any other municipal statutory plan and document except where the IDP specifically defers to the policy direction provided under a more detailed, adopted statutory plan or Land Use Bylaw.

## D. IDP AREA AND MAP 1

- 1) The lands that are subject to the policies and agreements under the IDP are shown on Map 1. The IDP Area includes all lands identified as:

~~a) Short Term Annexation;~~

~~a**b**) Urban Fringe;~~

~~b**e**) Agricultural Growth Area;~~

~~c**e**) College Area; and~~

~~d**e**) Referral Area.~~

- 2) Map 1 also breaks the IDP Area into different categories with each category subject to different policies and long term expectations. The categories and symbols shown on Map 1 and their meaning are as follows:

**“Town of Olds”** means the area falling within the present boundaries of the Town and consisting of existing built areas and lands available to accommodate growth over the next 20-30 years.

~~**“Short Term Annexation”** means the area that shall be included in an annexation application to the Province following adoption of the IDP. It includes three quarter sections agreed to in principle by the County and the Town and the abutting road allowances on the west and east sides of these quarter sections.~~

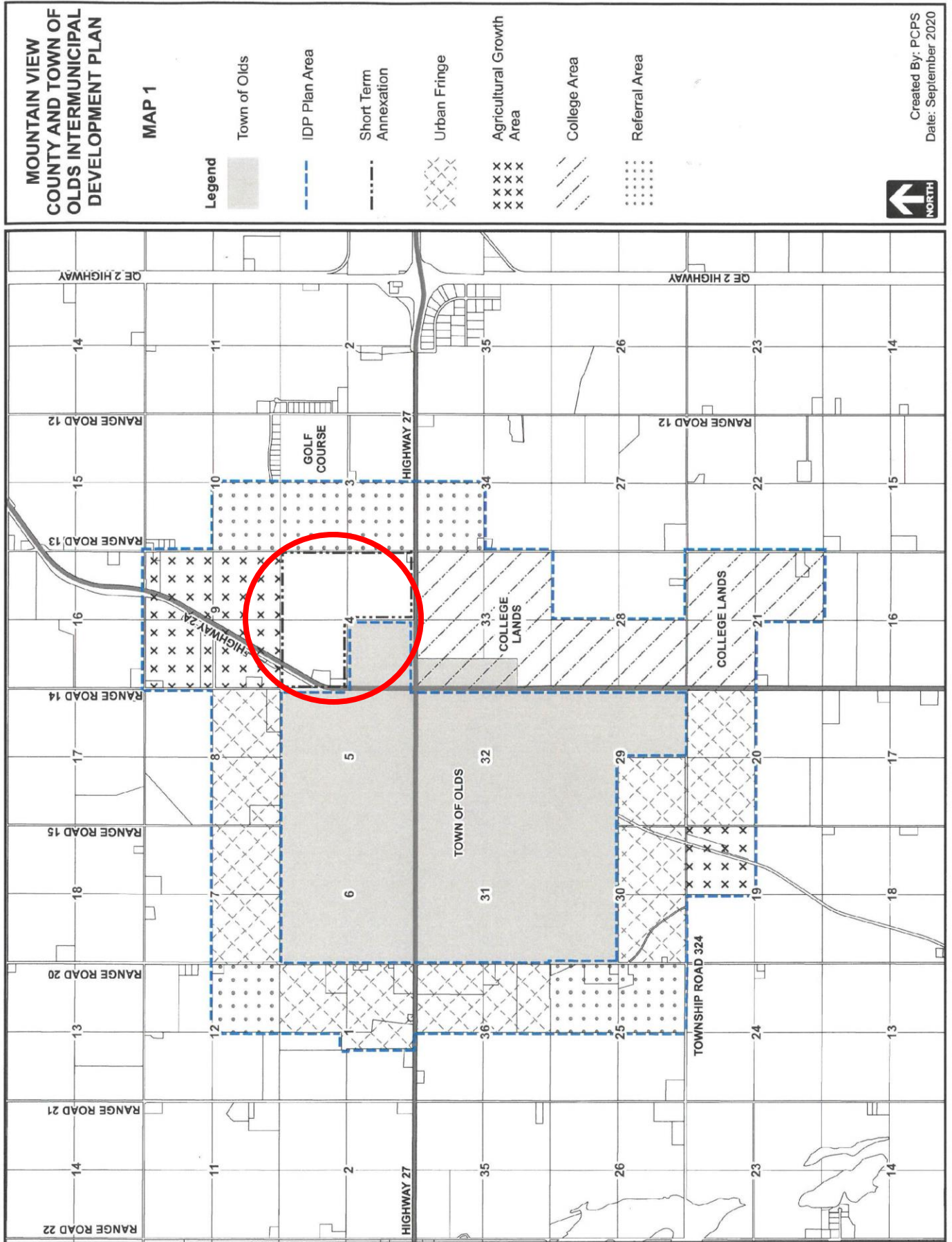
**“Urban Fringe”** means that area in the County that shall be set aside to accommodate future town expansion and shall be annexed to the Town as the Town’s need for additional residential, commercial and industrial lands emerges and can be justified.

**“Agricultural Growth Area”** means the areas in the County that shall be set aside for agricultural uses and agriculture support uses that are important to the area’s agricultural industry or other complementary uses requiring rail access. This area is not intended to be annexed by the Town.

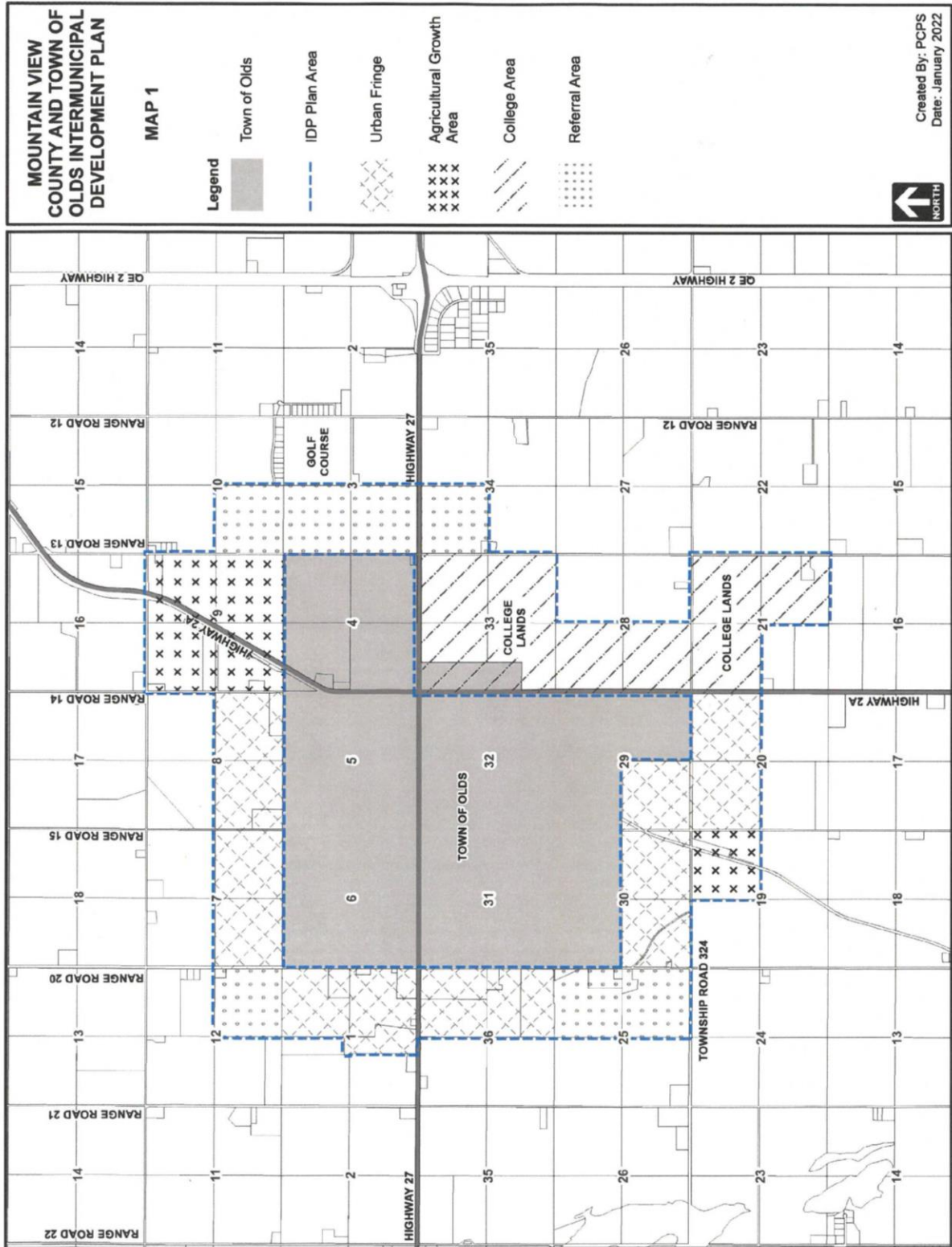
**“College Area”** means the lands owned by the College, in the Town and County, where the Town and County wish to pursue further discussions with Olds College before establishing specific policies in the IDP.

**“Referral Area”** means that area in the County that is not meant to accommodate future Town expansion or be annexed to the Town and where planning matters shall be referred to the Town to ensure coordination of planning and servicing decisions.

- 3) The role and expectations of each category assigned under Map 1 is described in greater detail in the sections that follow.



Updated Map - Remove Short Term Annexation Area/Expand Town of  
Olds Area/Adjust IDP Plan Area





## **E. TOWN OF OLDS**

- 1) The Town of Olds area shown on Map 1 contains the lands that are within the present boundaries of the Town.
- 2) With the exception of the portion of the College Lands located in the Town of Olds area, the policies of the IDP do not apply to lands within the Town of Olds.
- 3) The future intended uses for the Town of Olds area are found in the Town of Olds Municipal Development Plan.

## **~~F. SHORT TERM ANNEXATION~~**

- ~~1) The Short Term Annexation area shown on Map 1 consists of three quarter sections located in Section 4-33-1-W5, a one mile portion of Range Road 13 along the east side of Section 4, and a quarter mile portion of Range Road 14 along the west side of Section 4.~~
- ~~2) The Short Term Annexation area shall be addressed in a formal application to the Province for annexation following adoption of this IDP.~~
- ~~3) No land use bylaw amendments or subdivisions shall be approved for lands within the Short Term Annexation area. Development approvals shall be limited to those allowed under the current designation under the County's Land Use Bylaw.~~
- ~~4) The future intended uses for the Short Term Annexation area, once annexed into the Town, are found in the Town of Olds Municipal Development Plan, and consist of commercial and industrial land uses. The land uses shown in the Town's Municipal Development Plan do not apply and have no direct bearing on planning approvals until the lands have been annexed into the Town's jurisdiction.~~
- ~~5) Following a decision on the formal annexation application by the Province, the IDP shall be amended to show the annexed portions of the Short Term Annexation area as part of the Town of Olds area on Map 1. Any portions of the Short Term Annexation area that are not approved for annexation shall be changed to Urban Fringe on Map 1.~~



## **FG. URBAN FRINGE**

- 1) The Urban Fringe is those lands within the County that have been identified for future Town growth beyond the Town's current boundaries. The selection of the Urban Fringe areas is based on the projected land area needed for the Town to be able to grow to a future population of 36,000 (expected in 2076 based on current projections). When the Urban Fringe area is added to the lands available in the current Town boundaries (Town of Olds area on Map 1) ~~and the Short Term Annexation area shown on Map 1~~ it provides for approximately 60 years projected Town residential growth, 50 years projected Town commercial growth and 70 years projected Town industrial growth.
- 2) The Urban Fringe shall be the priority areas for future annexations by the Town. It is expected that the Urban Fringe will be annexed to the Town in blocks (one or more quarter sections at a time) based on justified need for additional residential, commercial and industrial lands in accordance with Section ~~PQ~~ of this IDP. The timing and identification of portions of the Urban Fringe for future annexations shall be determined through consultations between the Town and County.
- 3) To preserve large blocks of land for efficient, economical design as part of a future urban area and to avoid impeding the ability of the Town to grow, subdivision and development in the Urban Fringe shall be limited.
- 4) Use and development of the lands identified as Urban Fringe on Map 1 shall be based on the current designations under the County's Land Use Bylaw that are in place as of the date the IDP is adopted. With the exception of the items under clause 6, changes in land use designation to allow for non-agricultural uses shall not be approved.
- 5) The approval of subdivision of the lands identified as Urban Fringe on Map 1 shall be limited to applications involving a first parcel out in the form of a fragmented parcel, or a farmstead separation, or a vacant country residential parcel, or an agricultural parcel in accordance with the Agricultural Land Use Policies of the County's Municipal Development Plan.
- 6) Changes in land use designation for lands identified as Urban Fringe on Map 1 shall only be approved to facilitate first parcel out subdivisions in accordance with the Agricultural Land Use Policies of the County's Municipal Development Plan.
- 7) No new or expanded confined feeding operations shall be permitted within the Urban Fringe areas shown on Map 1.

- 8) The future intended uses for the Urban Fringe, once annexed into the Town, are found in the Town of Olds Municipal Development Plan. The land uses shown in the Town's Municipal Development Plan do not apply and have no direct bearing on planning approvals until the lands have been annexed into the Town's jurisdiction.

#### **GH. AGRICULTURAL GROWTH AREA**

- 1) The Agricultural Growth Areas shown on Map 1 are centered on the existing grain elevators and rail transshipment facilities that are north and south of Olds. These facilities are critical to the area's agricultural operations and agricultural economy.
- 2) The Agricultural Growth Areas shall be set aside for expansions of the current agricultural support facilities and the addition of new agricultural support uses or complementary uses requiring rail access.
- 3) Until such time as an area structure plan has been prepared for each of the Agricultural Growth Areas shown on Map 1, uses and development in each area shall be based on the current designations under the County's Land Use Bylaw and the current policies and land uses assigned under the County's Municipal Development Plan.
- 4) The process to prepare an area structure plan and the contents of the area structure plan shall be based on the requirements of the County's Municipal Development Plan and related planning policies.
- 5) As the Urban Fringe area and other lands that are adjacent each of the Agricultural Growth Areas is planned, subdivided and developed, suitable transition between uses shall be provided so that potential land use conflict does not limit the ability of the agricultural uses and agricultural support uses to operate or expand.
- 6) The Agricultural Growth Areas shall not be annexed into the Town of Olds.

## **H. COLLEGE AREA**

- 1) The College Area shown on Map 1 contains the lands that are owned by Olds College within the Town of Olds and within Mountain View County and form the main campus area.
- 2) The College Area is of interest to both municipalities in terms of:
  - a) ensuring the ongoing success of a key public institution that benefits the larger community;
  - b) coordinating planning decisions as uses and activities on and around the College lands change; and
  - c) coordinating ongoing municipal service delivery to the College lands and the public on the College lands such as emergency services, municipal utilities, maintenance of access roads, etc.
- 3) The Town and County recognize the need to increase communication with the College. The proposed approach to achieve this shall be as follows:
  - a) the Town and County shall invite Olds College to participate in regular annual meetings that would serve as the main forum to identify issues and opportunities of interest to any of the parties;
  - b) the Town and County shall propose that these meetings be attended by:
    - (i) the Inter-Municipal Cooperation Committee or ICC appointees from the Town and County and senior administrator (or designates) of each municipality; and
    - (ii) 3 or more representatives of Olds College with at least one representative being an executive member;
  - c) the Town and County shall propose holding additional meetings as needed.
- 4) The Town and County shall recommend that the College ~~uses prepare~~ uses a Campus Master Plan, ~~in consultation with the Town and County,~~ to further understanding of the long term land use and servicing implications that may need to be coordinated between the Town and County.
- 5) Use and development of the College Area within the Town of Olds shall be based on the land use designations under the Town of Olds Land Use Bylaw. Use and development of the College Area within Mountain View County shall be based on the land use designations under the County's Land Use Bylaw.

## **IJ. REFERRAL AREA**

- 1) The Referral Area shown on Map 1 identifies lands that are not intended to accommodate Town growth within the 50 -70 year horizon of this IDP. Planning matters such as proposed changes in land use and subdivision shall be referred to the Town to enable coordination of planning and servicing decisions that will be made for the adjacent Urban Fringe areas, ~~Short Term Annexation area~~ or Town of Olds areas.
- 2) Use and development of land within the Referral Area shall be based on the present land use designations under the County's Land Use Bylaw and the land uses and policies assigned under the County's Municipal Development Plan.
- 3) An area structure plan shall be required for any residential subdivision creating more than 3 lots or an industrial or commercial subdivision creating more than one industrial or commercial lot. The process to prepare an area structure plan and the contents of the area structure plan shall be based on the requirements of the County's Municipal Development Plan and related planning policies.
- 4) No new or expanded confined feeding operations shall be permitted within the Referral Area.

## **JK. WATER AND WASTEWATER SERVICES**

- 1) The County may apply to the Town for connection to water and wastewater services for new developments within the Urban Fringe, Referral Area or the Agricultural Growth Area that require these services.
- 2) The Town agrees that all development within the Urban Fringe, Referral Area or Agricultural Growth Area shall be permitted to connect to the Town's water and wastewater services based on agreement under the Master Agreement. If an application for connection to Town water and/or wastewater is made a sub-agreement shall be developed.

## **KL. DRAINAGE**

- 1) The Town and County agree to manage storm water run-off and drainage issues as development occurs in their respective jurisdictions so that lands in either municipality are not negatively impacted by changes in drainage volumes and patterns.

- 2) The Town and County recognize that storm water management facilities located in the Town and located in the County may require shared outfall routes and rights of way to reach an acceptable receiving body that meets Alberta Environment and Parks requirements. The Town and County agree to work together to secure outfall routes that may benefit both municipalities.

#### **LM. TRANSPORTATION SYSTEMS**

- 1) The Town and County shall share information to ensure a safe and efficient transportation network can be developed and maintained to service the residents and businesses within the IDP area.
- 2) The Town and County may work with Alberta Transportation to establish a Highway Vicinity Management Agreement that facilitates intersections along Highway 27 and Highway 2A to give access to commercial and industrial areas.
- 3) Both municipalities shall coordinate the planning of major transportation links. Where these links involve Provincial highways the two municipalities shall work in concert with Alberta Transportation.
- 4) Both municipalities shall share their respective capital plans for transportation improvements to coordinate road upgrades.
- 5) As subdivision occurs, lands required for future transportation corridors shall be protected. This may take the form of dedication of road right-of-way, registration of land acquisition agreements on title, additional building setback requirements, or a combination of these measures.

#### **MA. ENTRANCEWAY CORRIDOR**

- 1) Both the Town and County shall consider the impact developments may have on the aesthetic appearance of the entrance corridors to the Town.
- 2) The County shall apply the Land Use Bylaw and Business, Commercial and Industrial Design Guidelines when considering new development permit applications.

## **NO. UTILITY CORRIDORS**

- 1) The Town and County acknowledge that future development within the area is dependent on access to water and wastewater services. The Town and County agree to work together to ensure the corridors for the Mountain View Regional Water Services Commission and the South Red Deer Regional Wastewater Commission are protected.
- 2) The Town and County also acknowledge that the development of the oil and gas industry has played an integral part in the development of the region. The Town and County shall endeavour to work with the oil and gas industry to ensure that the orderly development of the area is not unduly restricted by the development of oil and gas infrastructure, including pipelines.
- 3) The County and the Town shall work together to protect municipal utility corridors.

## **OP. ECONOMIC DEVELOPMENT**

- 1) The municipalities have agreed to work together to promote and support economic development that is good for both municipalities.
- 2) Both municipalities shall work towards diversification of local economic sectors to increase employment opportunities and increase the size of the non-agricultural and non-residential assessment base. Activities that are not related to the oil and gas sector, such as value added agriculture, value added manufacturing or processing of resources, and tourism, shall be strongly encouraged in addition to accommodating ongoing investment in the oil and gas sector.
- 3) Through their respective Municipal Development Plan, the Town and County shall ensure that their combined land use patterns provide a suitable inventory of lands for commercial and industrial development. This includes a range of choice for potential commercial and industrial activities in terms of parcel sizes, access and visibility along major travel corridors, available municipal services, and levels of servicing.
- 4) While a broad range of commercial and industrial (which includes value-added agriculture) uses and development is desirable, those uses and developments which may detract from the community's character, quality of life for area residents, unduly impact on the environment, or cause negative social implications may not be allowed.

## **PQ. ANNEXATION**

- 1) The County recognizes and agrees that annexation of lands from the County by the Town to provide additional land for Town growth shall be needed from time to time.
- 2) Either municipality may put forward an annexation proposal.
- 3) Where annexation is proposed by either municipality, efforts shall be made to ensure that affected landowners, meaning those whose land is proposed to be transferred to the Town jurisdiction, are notified prior to the general public.
- 4) Annexation proposals shall be reviewed by the ICC prior to submission of a Notice of Intent to the respective Councils and the Municipal Government Board.
- 5) If deemed necessary by the ICC, at least one joint meeting of the two Councils to discuss the rationale for the annexation shall be held prior to submission of the annexation application to the Municipal Government Board.
- 6) The Town and County shall endeavour to reach an inter-municipal agreement on the annexation prior to submitting the annexation to the Municipal Government Board.
- 7) In evaluating the appropriateness of an annexation proposal, the following criteria shall be taken into account and documented in a supporting report:
  - a) justifiable based on projected growth rates reflecting historic trends or anticipated economic stimulus;
  - b) availability and cost of providing municipal services including consideration of economies of scale related to the financing of municipal service extensions;
  - c) adequacy of transportation systems and ability to expand to accommodate demands resulting from annexation including consideration of economies of scale related to the financing of transportation infrastructure;
  - d) landowner interest in pursuing development and as high a degree of concurrence among affected landowners as possible;
  - e) measures to mitigate the impacts of annexation relating to such aspects as change in taxation levels, service provisions and treatment of and continuation of existing, approved uses and development;
  - f) consistency with adopted statutory plans;
  - g) logical extension of jurisdictional boundaries including consideration of long term responsibilities for maintenance and service delivery and the establishment of rational planning units or boundaries;
  - h) the financial impact on both municipalities and any means of mitigating impacts; and

- i) legislation as provided for in the Municipal Government Act Section 76 and the Municipal Government Board's Annexation Principles.

## **QR. REFERRAL AND CIRCULATION PROCESS**

- 1) Notwithstanding that the policies of the IDP only apply to the lands contained within the IDP Area, the Town of Olds agrees to refer planning matters to the County. The matters to be referred shall include:
  - a) subdivision applications;
  - b) land use bylaw amendments and re-designations;
  - c) new area structure plans or amendments to an existing area structure plan;
  - d) new area redevelopment plans or amendments to an existing area redevelopment plans; and
  - e) amendments to the Town's Municipal Development Plan;where the lands subject to one or more of the items listed above is adjacent the Town boundary or is within the College Area shown on Map 1.
- 2) The County agrees to refer planning matters to the Town. The matters to be referred shall include:
  - a) subdivision applications;
  - b) land use bylaw amendments and re-designations;
  - c) new area structure plans or amendments to an existing area structure plan;
  - d) new area redevelopment plans or amendments to an existing area redevelopment plans; and
  - e) amendments to the County's Municipal Development Plan;where the lands subject to one or more of the items listed above is within the Urban Fringe, Agricultural Growth Area, College Area, or Referral Area shown on Map 1.
- 3) The Town and County have agreed that they shall not refer development permit applications to each other.
- 4) Circulations shall be sent to each Administration with the expectation that comments shall be provided from an Administrative perspective. Each municipality shall offer comments from the perspective of specific implications that have a high likelihood of affecting their own planning efforts around land uses, development, and infrastructure. General observations and advice on issues that have no bearing on the planning efforts of the commenting municipality shall be avoided.
- 5) The Administration receiving the circulation shall be given at least 14 calendar days to submit their comments and shall make their comments in writing within the 14 calendar day period. The CAO of the municipality sending the referral may



agree to an extension of the review period and where an extension is provided it shall be communicated in writing.

- 6) When issues are raised through the referral and circulation process, they shall be addressed using the process steps described below. While these steps are underway, the municipality having jurisdiction over the matter should not proceed with making a decision.

Step 1: Once an issue is identified, the Administration of the municipality having jurisdiction shall provide the other municipality's Administration with all available information concerning the matter.

Step 2: The Administration of the commenting municipality shall evaluate the matter and provide written comments to the other municipality.

Step 3: Every attempt shall be made to discuss the issue with the intent of arriving at a mutually acceptable resolution.

Step 4: If an agreement or understanding on how to approach the issue is reached, the Administration of the commenting municipality shall indicate same to the Administration of the other municipality in writing. If no agreement can be reached, the matter shall be referred to each Council to determine if the dispute resolution process is to be used. This step shall not apply to referrals of subdivision applications.

- 7) Either municipality may send referrals or use other means to seek input on planning and development matters from landowners and residents in the other municipality. Where either the Town or County is required or elects to seek input from landowners and residents in the other municipality, the Town or County may use a referral letter to individual landowners or an advertisement in the local newspaper. The Town and County agree that either of these two approaches is an acceptable means of seeking input from landowners and residents within their respective municipalities by the other municipality.

## **RS. PLAN ADMINISTRATION AND IMPLEMENTATION**

### **Inter-Municipal Cooperation Committee (ICC)**

- 1) The Inter-Municipal Cooperation Committee (ICC) formed under the Town of Olds and Mountain View County Inter-municipal Cooperation Master Agreement shall be the primary forum for discussing matters relating to the IDP.

- 2) The mandate of the ICC with respect to the IDP shall include discussion and consideration of the following:
  - a) making recommendations to both Councils on intermunicipal matters related to land use planning and development that are referred to the ICC by either municipality;
  - b) monitoring the progress of the IDP including overseeing any implementation actions and follow up identified in the IDP;
  - c) reviewing any proposed annexations;
  - d) reviewing any proposed amendments to the IDP; and
  - e) if necessary, assisting with the resolution of disputes in accordance with the IDP.
- 3) The ICC shall conduct their meetings and decision making based on the protocols and processes outlined in the Master Agreement.
- 4) At least once annually, the ICC shall discuss progress on any initiatives arising out of the IDP or required to implement the full intent of the IDP and any issues and opportunities related to the IDP.

#### **Approving Authorities**

- 5) The Town shall be responsible for the administration and decisions on all statutory plans, non-statutory plans, land use bylaws, amendments thereto, subdivision applications and development applications falling within the boundaries of the Town.
- 6) The County shall be responsible for the administration and decisions on all statutory plans, non-statutory plans, land use bylaws, amendments thereto, subdivision applications and development applications falling within the boundaries of the County.

#### **Plan Amendments**

- 7) An amendment to the IDP may be proposed by either municipality. Any proposed amendment should first be presented to the Administration of the other municipality to facilitate review prior to discussion of the proposed amendment at an ICC meeting.
- 8) Following the conclusion of any annexation process or change in municipal boundaries, the IDP map and text impacted by the change in municipal boundaries shall be amended.

- 9) An amendment to the IDP has no effect if not adopted by both municipalities by bylaw pursuant to the Municipal Government Act.

### **Plan Review**

- 10) At the end of five years from the date that the IDP is adopted by both Councils, the two municipalities shall consider the need for a review of the IDP. If deemed necessary, the IDP shall be updated and revised. Thereafter the IDP shall be considered for review every five years unless an alternative timeframe is agreed to by both Councils.

### **Procedure to Repeal**

- 11) If either municipality deems the current IDP is no longer workable or not in their interests, the municipality may initiate the process to repeal the current IDP.
- 12) The following procedure to repeal the current IDP shall be applied:
  - a) the municipality wishing to repeal the current IDP shall give the other municipality written notice of its intention to repeal its bylaw adopting the current IDP;
  - b) within 30 days of the date of written notice being forwarded to the other municipality, an ICC meeting shall be convened at which meeting the municipality initiating the repeal process shall provide its reasons for doing so;
  - c) following the ICC meeting, the municipality initiating the repeal process may either withdraw its intention to repeal the current IDP by giving written notice to the other municipality or proceed to consider a bylaw to repeal the current IDP;
  - d) once one municipality has given first reading to a bylaw repealing the current IDP, the two municipalities shall start the process to create a replacement IDP and the bylaw to repeal the current IDP shall not advance to consideration of second reading;
  - e) until such time as the replacement IDP has been agreed to by both municipalities, the current IDP remains in effect;
  - f) once a replacement IDP has been agreed to, the bylaws adopting the replacement IDP shall repeal the current IDP;
  - g) in the event that a replacement IDP cannot be agreed upon, the municipalities shall notify the Minister of Municipal Affairs and seek guidance on how to proceed in accordance with the Municipal Government Act.

## **Dispute Resolution Process**

- 13) The Town and County agree that disputes relating to matters covered by the IDP shall be restricted to the following:
  - a) lack of agreement on any proposed amendment to the IDP;
  - b) lack of agreement on any proposed statutory plan, land use bylaw or amendment to either located within or affecting the IDP Area; or
  - c) lack of agreement on an interpretation of the IDP.
- 14) Lack of agreement on the matters listed above is defined as a statutory plan, land use bylaw or amendment to either where first reading of a bylaw is given by one Council and which the other Council deems to be inconsistent with the policies of this IDP or detrimental to their planning interests as a municipality.
- 15) A dispute on a matter not listed above may be referred to the appropriate authority or appeal board that deals with that issue.
- 16) The dispute resolution process of the IDP may only be initiated by Town Council or County Council.
- 17) Identification of a dispute and the desire to go through the dispute resolution process may only occur within 30 calendar days of first reading being given to the item that is in question. The Council wishing to go through the dispute resolution process shall provide written indication of their desire and reasons to the other Council before the end of the 30 calendar day period.
- 18) Once either municipality has received written notice of a dispute, the dispute resolution process must be started within 15 calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.
- 19) In the event the dispute resolution process is initiated the municipality having authority over the matter shall not give any further approval in any way until the dispute has been resolved or an attempt to reach a mediated resolution has been concluded.
- 20) A dispute shall be addressed using the process described below. At any stage the dispute may be resolved:

Stage 1: ICC Review - The ICC shall convene to consider and attempt to resolve the dispute. Both Administrations shall present their perspectives and views on the issue. The ICC may:

- a) provide suggestions to both Administrations on how to address the issue and refer the matter back to both Administrations for further discussion between them;
- b) seek additional information and alternatives for consideration at a future meeting of the ICC;
- c) if possible, agree on a consensus position that resolves the issue and provide the details of the consensus to each municipality in writing; or
- d) conclude that no initial agreement can be reached and communicate their conclusion to the two Councils.

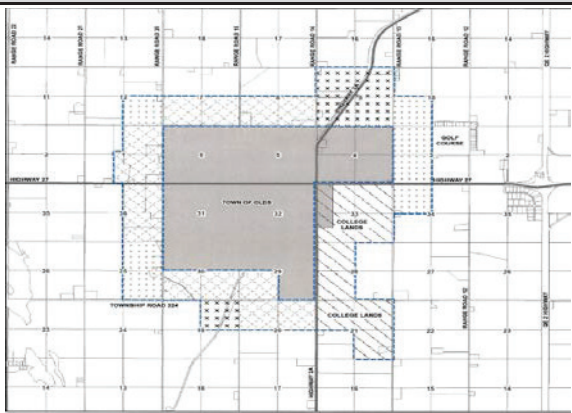
Stage 2: Mediation – If the ICC Review does not resolve the dispute, the dispute shall then be referred to mediation. The services of an independent mediator shall be retained to mediate/facilitate discussions by the ICC based on an approved mediation process and schedule. The mediator shall present written recommendations to both Councils.

- 21) In the event mediation does not resolve the dispute, the Municipality that gave first reading to the item in question, may proceed to adopt the bylaw and, in accordance with the Municipal Government Act, the other municipality may appeal to the Municipal Government Board.
- 22) The municipality initiating a dispute may withdraw their objections at any time. The municipality initiating the dispute shall provide written confirmation that the dispute is withdrawn to the other municipality.
- 23) Both municipalities agree that time shall be of the essence when working through the dispute resolution process.



2022-04-27

**Subject: Municipal Referral - Planning Document**

Description	General Location
Proposed amendments to the Inter-municipal Development Plan between the Mountain View County and the Town of Olds	

This will acknowledge receipt of the above referenced document. Alberta Transportation's primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in the vicinity of the plan area.

Please find below our comments for your consideration:

**Land Uses**

- As land use is changed to urban and other non-agricultural uses, the land use approval authorities, the Town of Olds and Mountain View County, are responsible for all required intersection improvements and addressing impacts on the provincial highway network resulting from land use decisions and corresponding development approvals.
- Traffic Impact Assessments (TIAs) should consider full buildout of the zoned area so that the ultimate impacts and requirements can be identified up front. This gives the Town of Olds, Mountain View County and Alberta Transportation the ability to plan ahead and retain the flexibility to revise or update the TIA accordingly as development of individual Area Structure Plans or Outline Plans proceed.

### Drainage

- The on-site drainage, surface water run-off and/or storm water management should not be directed into the highway ditches, and should be handled in a manner that is acceptable to the department.  
M. Transportation Systems

### Transportation Systems

- Area structure plans, developments, and subdivisions within the referral distances should also be referred to Alberta Transportation
- Identification of infrastructure upgrades is required but also, the implementation of the highway intersections upgrades should follow Alberta Transportation's Who Pays Policy.

We look forward to supporting the Town of Olds and Mountain View County on meeting the objectives identified in the IDP, while ensuring the provincial highway network in the plan area is managed appropriately based on its function and purpose. Thank you for the opportunity to provide comment on the proposed plan. If you have any questions or require additional information, please contact the undersigned.

Yours truly,



Digitally signed by  
Charlene Johnson  
Date: 2022.04.27  
13:57:48 -06'00'

Charlene Johnson

[Charlene.Johnson@gov.ab.ca](mailto:Charlene.Johnson@gov.ab.ca)

cc Maintenance Contract Inspector

May 3, 2022

Our File No.: 22-1499

Your File No.: Mountain View County and Town of Olds IDP

**PCPS Community Planning Services  
Planning and Development Department**

SENT: via email

**Attention: Craig Teal**

**RE: Proposed Mountain View County and Town of Olds Intermunicipal Development Plan - Amendment**

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The Engineering Department of ATCO Transmission, (a division of ATCO Gas and Pipelines Ltd.) has reviewed the above named plan and has no objections subject to the following conditions:

1. Any existing land rights shall be carried forward in kind and registered on any newly created lots, public utility lots, or other properties.
2. ATCO Transmission requires a separate utility lot for its sole use.
3. A pipeline alteration may be required in this area.
  - All costs associated with any alterations to ATCO Transmission facility(s) and/or appurtenances to accommodate development will be borne by the developer/owner.
  - This process can take up to 18 months to complete.
4. Ground disturbances and surface works within 30 meters require prior written approval from ATCO Transmission before commencing any work.
  - Municipal circulation file number must be referenced; proposed works must be compliant with ATCO Transmission requirements as set forth in the company's conditional approval letter.
  - Contact ATCO Transmission Land Department at 1-888-420-3464 or [landadmin@atco.com](mailto:landadmin@atco.com) for more information.
5. Road crossings are subject to Engineering review and approval.
  - Road crossing(s) must be paved and cross at a perpendicular angle.
  - Parallel roads are not permitted within ATCO Transmission right(s)-of-way.
  - If the road crossing(s) requires a pipeline alteration, the cost will be borne by the developer/owner and can take up to 18 months to complete.
6. Parking and/or storage is not permitted on ATCO Transmission facility(s) and/or right(s)-of-way.
7. Encroachments are not permitted on ATCO Transmission facility(s) and/or right(s)-of-way.
8. ATCO Transmission recommends a minimum 15 meter setback from the centerline of the pipeline(s) to any buildings.
9. Any changes to grading that alter drainage affecting ATCO Transmission right-of-way or facilities must be adequate to allow for ongoing access and maintenance activities.



- If alterations are required, the cost will be borne by the developer/owner.

10. Any revisions or amendments to the proposed plans(s) must be re-circulated to ATCO Transmission for further review.

11. An evaluation must be completed to assess the electrical hazards of the proposed facilities to the pipeline. Mitigation of electrical hazards may be required.

- All costs associated with the evaluation and any mitigation will be borne by the developer/owner.
- This process can take up to 18 months to complete.

If you have any questions or concerns, please contact the undersigned at [hp.circulations@atco.com](mailto:hp.circulations@atco.com).

Sincerely,

ATCO Transmission, a division of ATCO Gas and Pipelines Ltd.



Isabel Solis-Jarek

Sr. Administrative Coordinator, Operations Engineering

APPROVED:
AS TO FORM
___ IS _____
AS TO CONTENT
___ IS _____
AP

# Request for Decision

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada TOM OWO  
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754  
www.mountainviewcounty.com

SUBJECT: Bylaw No. LU 09/22  
SUBMISSION TO: Council Meeting  
MEETING DATE: May 11, 2022  
DEPARTMENT: Planning and Development Services  
FILE NO.: PLRDSD20220005  
LEGAL: NW 7-33-4-5

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MANAGER: HM  
DIRECTOR: MB PREPARER: TC  
LEGAL/POLICY REVIEW:  
FINANCIAL REVIEW:

## ADMINISTRATIVE POSITION:

Administration supports a Council resolution based on Option One.

## BACKGROUND / PROPOSAL:

Council is being asked to consider second and third readings of Bylaw No. LU 09/22 which proposes to amend Bylaw No. 21/21, being the Land Use Bylaw (LUB), by redesignating an approximate four point seven five (4.75) acres within NW 7-33-4-5 from Agricultural District (A) to Country Residential District (R-CR).

## Application Overview

Applicant	Bemoco Land Surveying Ltd c/o Kevin Vennard
Property Owner	BARTHOLOW, Ryan J & Shauna R
Title Transfer Date	Dec. 9, 2013
Existing Parcel Size	160 acres
Purpose of redesignation	Create a separate parcel that encompasses one of the dwellings closest to the north boundary of the quarter. The landowners live in the other dwelling
Division	5
Rural Neighbourhood/Urban Centre	Eagle Hill/Westward Ho
Bylaw given first reading	April 13, 2022
Bylaw advertised on	April 26, 2022 and May 03, 2022

## Key Dates, Communications, and Information

Application Submitted	January 13, 2022
Application Circulation Period	January 14, 2022 – February 13, 2022
Supportive Information Requested/Submitted	No additional information was requested.
Application Revised from Submission	Yes, the original proposed parcel included the driveway that provides access to the remainder of the quarter. The parcel was reconfigured to allow the access to the balance to be separate from the proposed parcel.
Communications Received from Referrals	<u>EQUUS</u> – No objections <u>Telus Communications Inc.</u> – No objections <u>Fortis Alberta</u> – No easement is required <u>Foothills Natural Gas Co-op Limited</u> - Conditionally approves the subdivision. They advise of their standard conditions including any existing right-of-way shall remain in effect and any installation of or improvement of natural gas service is the responsibility of the landowner. No secondary lines are permitted to supply natural gas service from one titled property to another.

Objections Received and Addressed	No objections or concerns received during the referral period
-----------------------------------	---

#### Applicable Directions, Policy, and Regulations

Intermunicipal Development Plan	The property is not within an IDP
Municipal Development Plan Bylaw No. 20/20	<p>According to Figure 3 Growth Management Conceptual Strategy this property is within the Agricultural Preservation area.</p> <p><b>Section 3.0 Agricultural Land Use Policies</b></p> <p>3.3.5</p> <p>(a) The “first parcel out” of a previously unsubdivided quarter section may only be supported by the County for the creation of one additional parcel, subject to redesignation and subdivision application and the provisions of the Land Use Bylaw and the MDP.</p> <p>(b) A first parcel out subdivision within the Agricultural Preservation Area or the Potential Multi-Lot Residential Development Area shall be evaluated in accordance with section 3.0 of the MDP.</p> <p>3.3.6 The maximum number of titles in the Agricultural Preservation Area should be two (2) titles per quarter section.</p> <p>3.3.8 All new titles created in an agricultural district for non-agricultural use, shall require a redesignation to the appropriate land use district and a concurrent subdivision application.</p> <p>3.3.9 Non-agricultural uses shall be directed to areas that minimize the impact on agricultural operations.</p> <p>3.3.13 A Country Residential parcel may be permitted from an unsubdivided quarter subject to redesignation and subdivision in lieu of an agricultural parcel or farmstead separation. The parcel size should be two (2) to three (3) acres (0.81 to 1.21 ha). Lot sizes greater than three (3) acres (1.21 ha) (up to a maximum of five (5) acres (2.02 ha)) may be considered where setbacks, topography and easements prevent the creation of a reasonable building envelope.</p>
Area Structure Plan	No ASP has been adopted for this area
Land Use Bylaw No. 21/21	<p><b>Section 12.1 R-CR Country Residential District</b></p> <p><b>Purpose:</b> To accommodate low density, country residential uses on unserviced residential parcels and fragmented parcels by way of natural or man-made features of 1.21 - 2.02 ha (3.0 - 5.0 acres) in size that meet Municipal and Provincial servicing standards. Parcel size may increase to 6.07 ha (15.0 acres) when in compliance with an approved Area Structure Plan.</p>
Policy and Procedures	N/A

#### DISCUSSION:

Land Use and Development

5 2 - RFD Bylaw No LU 09 22 PH (ID 573435)

Page 2 of 5

Predominant land Use on property	The quarter has two dwellings and is mostly tree covered and utilized as livestock pasture.
Predominant development on property	The proposed parcel has a dwelling and accessory buildings, there is a dwelling on the balance of the quarter.
Oil and gas facilities on property/adjacent	There are two oil well effluent pipelines crossing the quarter and an oil well. There is a natural gas pipeline that provides service to the residence on the balance of the quarter. The adjacent quarter to the east has two natural gas pipelines and HVP pipeline and one fuel gas pipeline, and two crude oil pipelines one has a status of abandoned.
Surrounding land uses	Six of the surrounding quarters have one parcel subdivided, one has two parcels subdivided, and one of the adjacent quarters is unsubdivided. The quarter directly to the east (NE7) has an area in the southeast corner that is zoned Aggregate Extraction/Processing District. The operator of the pit was circulated, and no objection or concern was received.
Proximity to utilities	The parcel contains a serviced residential site.

#### Physical and Natural Features

Waterbodies and wetlands on property	There is a seasonal unclassified stream on the balance of the quarter, the proposed parcel has a dugout/pond that was created because of a borrow pit.
Topographical constraints on property	The property is relatively flat with minor changes to the topography, no constraints were identified during the site visit.
ESA areas and classifications	There are no ESA areas identified within the quarter.
Drainage and Soil Characteristics	The entire quarter section has a CLI soil classification of 5 and according to AGRASID the property has as the 1 <sup>st</sup> Dominant soil of Class 3H and a 2 <sup>nd</sup> Co-Dominant soil of Class 7WV.
Potential for Flooding	No risk for flooding was identified during the site visit.

#### Planning and Development History

Prior RD/SD/DP Applications	PLDP20130385 – Dwelling, modular. PLDP20180100 – Dwelling, secondary
Encumbrances on title affecting application	Life Estate Agreement – the landowner has advised that the parties named in the life estate are aware of the application and support it.

#### Servicing and Improvements Proposed

Water Services	Private existing
Sewer Services	Private existing
Stormwater/Drainage Improvements	No improvements proposed
Solid Waste Disposal	No improvements proposed

#### Suitability Assessment

Land suitable for intended use	Yes
Compatible with surrounding land uses	Yes
Appropriate legal and physical access	Yes
Complies with MDP/LUB requirements	Yes

#### DISCUSSION:

The applicant proposes to redesignate approximately four point seven five acres from Agricultural District (A) to Country Residential District (R-CR). This is consideration for the first parcel out of this unsubdivided quarter.

**BACKGROUND:**

The property is located approximately one mile east and two miles north of the Town of Sundre. The quarter is bordered on the north side by Township Road 332 and on the west side by Range Road 50. There is an existing access from Township Road 332 that provides access to the remainder of the quarter and the driveway also is used for access to the existing dwelling on the proposed parcel. The applicant's proposed parcel excludes the driveway that will remain with the remainder of the quarter section. If the proposed subdivision is approved a new approach for the proposed parcel will need to be constructed off Township Road 332.

According to Canada Land Inventory (CLI) the entire quarter has Class 5 soil. AGRASID shows that the property has Class 3H(9) as the dominant soil and Class 7WV(1) as the co-dominant soil. The limiting factors for these two soil types are, H – Inadequate heat units for the optimal growth, W – Soils in which excess water (not due to inundation) limits the production and V – Soils with a pH value either too high or too low for optimal growth.

The quarter is surrounded by subdivided quarters except for one unsubdivided quarter. There are four country residential parcels on adjacent quarters and one Agricultural (2) District parcel and two small Agricultural District parcels. The quarter directly to the east has an area in the southeast corner that is zoned Aggregate Extraction/Processing District but is well removed from this proposal.

**PROPOSAL:**

This is a proposal for the first parcel to be removed from this unsubdivided quarter. The applicant has chosen to create a new parcel to encompass an area that includes the secondary dwelling and not the farmstead. The applicant wants to maintain ownership of the farmstead with the balance of the quarter. The proposed parcel is larger than three acres and that is to include the dugout within the parcel as well as surrounding trees that provide a shelter belt surrounding the site. The dugout would be best managed within the proposed parcel and not with the balance of the quarter. Currently the proposed area gains access from Township Road 332 to the north along a driveway that also provides access to the balance. If the redesignation is approved as a condition of subdivision the applicant will have to provide a separate access to the parcel, they have been advised of this requirement.

**APPLICATION HISTORY:**

The landowners did attend the office to explore subdivision options for this quarter and understand policies that relate to the property.

The original application was for a slightly larger parcel that included the driveway that provides access to the farmstead on the balance of the quarter. The applicant was advised that the proposal would need separate access and the proposed parcel was amended to exclude the driveway to the balance of the quarter.

**CIRCULATIONS:**

Eighteen adjacent landowners were circulated including the operator of the gravel pit, and no objections or concerns were received.

**POLICY ANALYSIS:**Municipal Development Plan Bylaw No. 20/20

According to Figure 3 Growth Management Conceptual Strategy this property is within the Agricultural Preservation area and this area provides two (2) titles within a quarter.

The proposed parcel complies with Policy 3.3.5 as the first parcel out of the quarter and Policy 3.3.6 being the first parcel resulting in two titles. The proposed parcel at four point seven five acres complies with Policy 3.3.13 because it is smaller than the maximum size of five acres. The larger parcel is intended to include the dugout as it is best managed within this parcel.

Land Use Bylaw No. 21/21

The proposal complies with the regulations of the LUB as it is a proposal to create a residential parcel within the size parameter described in the district. The dugout included within the proposed parcel is an exempt use within the Country Residential District.

There are two gravel pits to the southeast of the subject quarter known as the “Jones Pit” and “Rick Martin” Pit. The existing dwelling on the proposed parcel is more than the minimum 165 m from the nearest gravel pit on the NE 7-33-4-5 as required in the Land Use Bylaw.

**CONCLUSION:**

Administration can support a resolution of approval for the proposed redesignation. The application complies with MDP Policy and LUB regulations. Legal and physical access has been established for the remainder and as a condition of subdivision physical access will be established for the proposed parcel. The parcel has a minimal impact on surrounding agricultural uses.

**OPTIONS / BENEFITS / DISADVANTAGES:**

Option One:  This motion indicates support	That the Reeve open and close the Public Hearing.  That Council give second reading to Bylaw No. LU 09/22 redesignating the lands within the NW 7-33-4-5. (Approval)  That Council give third reading to Bylaw No. LU 09/22 redesignating the lands within the NW 7-33-4-5. (Approval)
Option Two:  This motion indicates additional information required to render a decision on application	That Council defer Bylaw No. LU 09/22 to _____.
Option Three:  This motion indicates that the application is not deemed suitable	That the Reeve open and close the Public Hearing.  That Council give second reading to Bylaw No. LU 09/22 redesignating the lands within the NW 7-33-4-5. (Refusal)  That Council give third reading to Bylaw No. LU 09/22 redesignating the lands within the NW 7-33-4-5. (Refusal)

**ATTACHMENT(S):**

- 01 - Bylaw No. LU 09/22 and Schedule “A”
- 02 - Location, Land Use and Ownership Map
- 03 - Proposed Redesignation Sketch
- 04 - Environmental Scan Maps
- 05 - Aerial Photograph
- 06 - Figure 3 MDP
- 07 - Council Presentation

BYLAW NO. LU 09/22

Being a Bylaw of Mountain View County in the Province of Alberta to amend Land Use Bylaw No. 21/21 affecting NW 7-33-4-5 pursuant to the Municipal Government Act.

---

The Council of Mountain View County, duly assembled, enacts that Bylaw No. 21/21 be amended as follows:

To redesignate from Agricultural District (A) to Country Residential District (R-CR) an approximate four point seven-five (4.75) acres (1.92 hectares) in the Northwest (NW) Quarter of Section seven (7), Township thirty-three (33), Range four (4), West of the fifth (5<sup>th</sup>) Meridian, as outlined on Schedule "A" attached hereto.

Received first reading April 13, 2022,

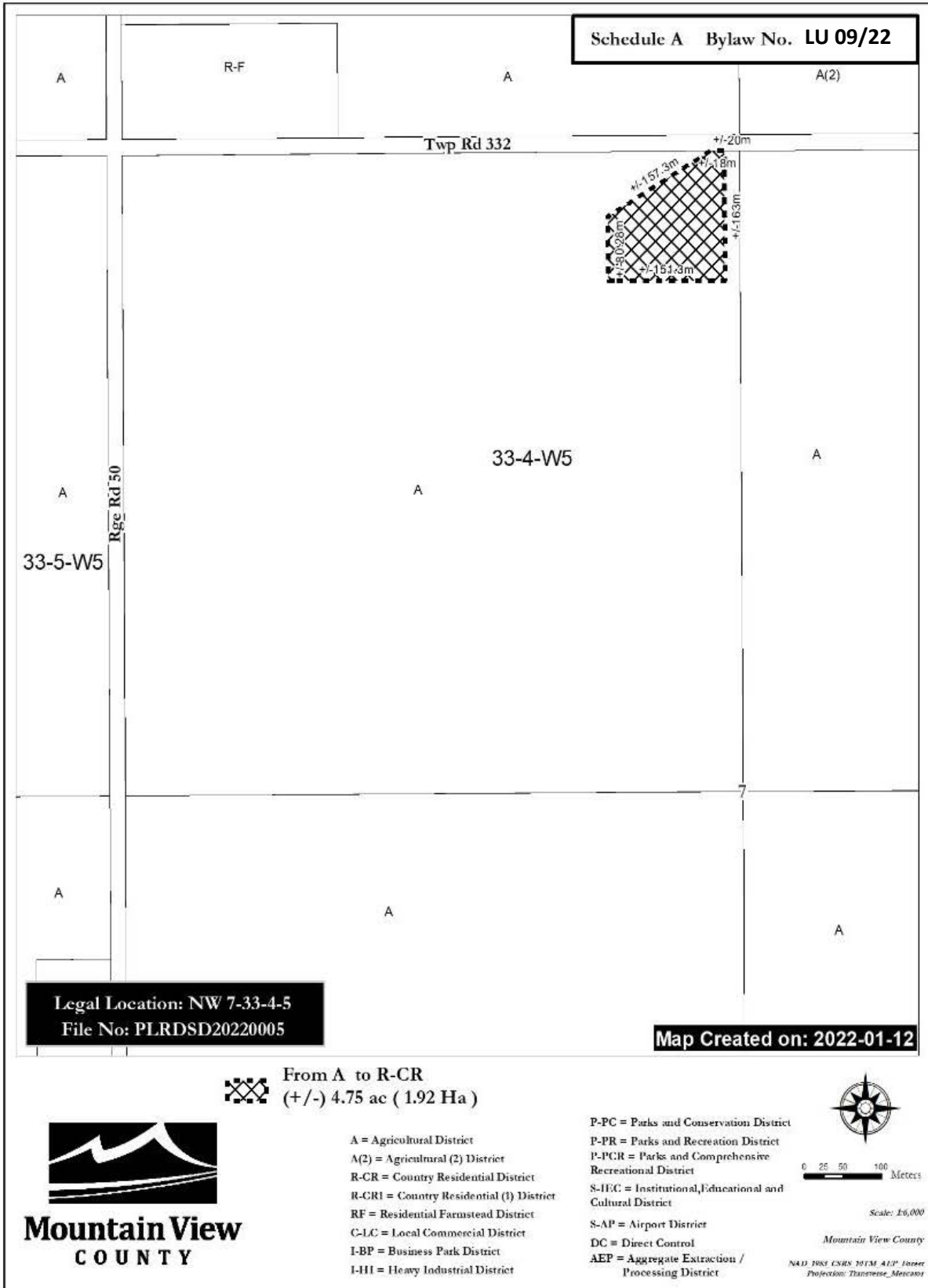
Received second reading \_\_\_\_\_,

Received third reading \_\_\_\_\_,

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date of Signing







## Mountain View COUNTY

### Location, Land Use, Ownership & Circulation Legend

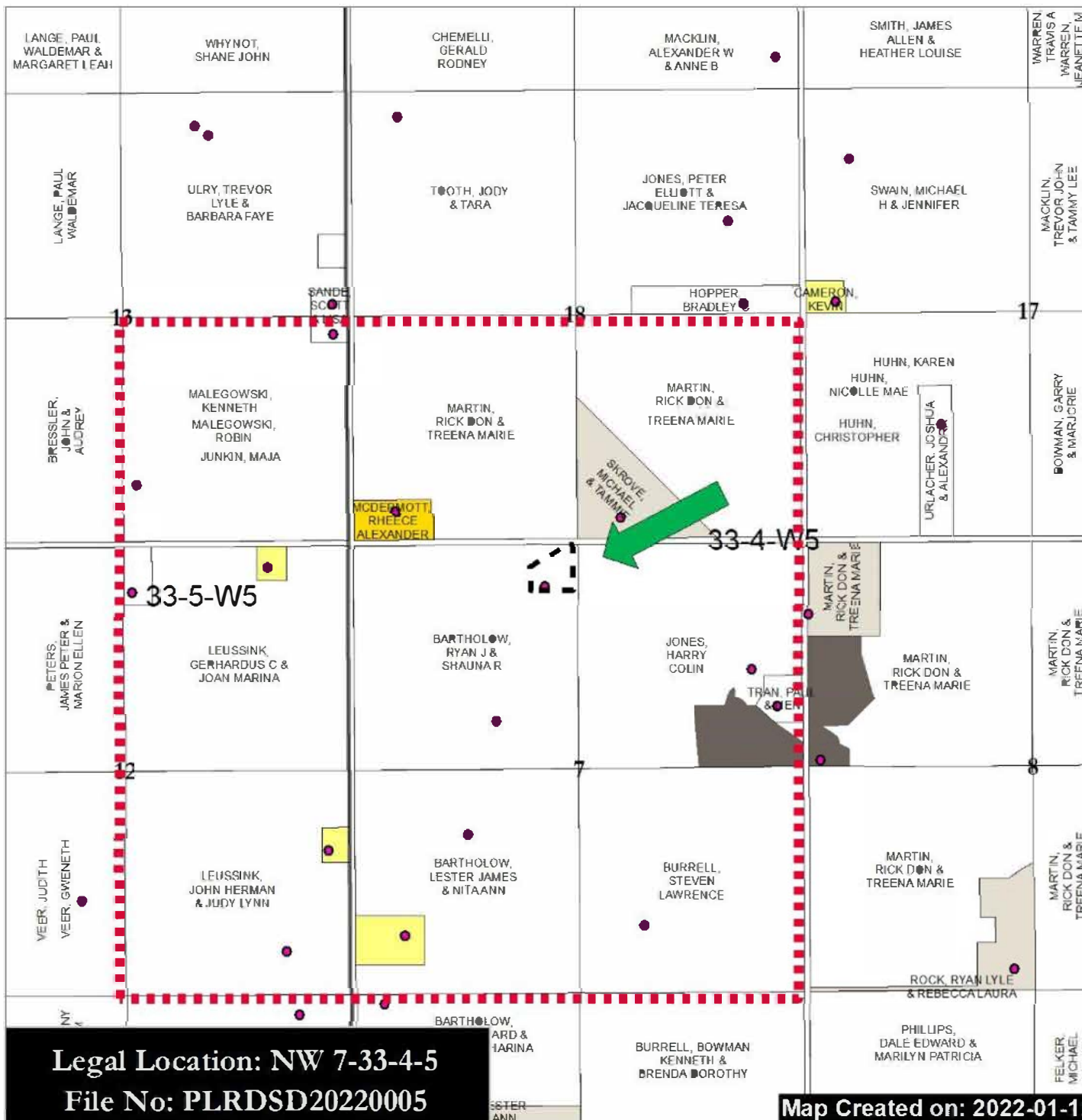
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Land Use Zoning**
  - Agricultural District (A)
  - Agricultural (2) District (A(2))
  - Country Residential District (R-CR)
  - Country Residential (1) District (R-CR1)
  - Residential Farmstead District (R-F)
  - Local Commercial District (C-LC)
  - Business Park District (I-BP)
  - Heavy Industrial District (I-HI)
  - Aggregate Extraction/Processing District (AEP)
  - Parks and Conservation District (P-PC)
  - Parks and Recreation District (P-PR)
  - Parks and Comprehensive Recreational District (P-PCR)
  - Institutional, Educational and Cultural District (S-IEC)
  - Airport District (S-AP)
  - Direct Control
- Subject Land
- Landowners Circulated



0 250 500 1,000 Meters

Scale: 1:20,000

Mountain View County  
NAD 1983 CSRS 10TM AEP Forest  
Projection: Transverse\_Mercator



LOT 1  
BLOCK 1  
PLAN 181 0217

**S.W. 1/4 Sec. 18-33-4-5**

R/W  
PLAN  
201 1130

ROAD ALLOWANCE

PROPOSED  
JOINT  
ACCESS

R/W PLAN 151 3398

EXISTING  
ACCESS

APPROX.  
SEPTIC  
TANK

POND

DWELLING

W/C 4-7

W/C  
102/13-18

**Lot 1  
Block 1**  
±1.92 HA.  
(±4.74 AC.)

**N.E. 1/4 Sec. 12-33-5-5**

ROAD ALLOWANCE

**N.E. 1/4 Sec. 7-33-4-5**

*Remainder of the  
N.W. 1/4 Sec. 7-33-4-5*

R/W PLAN  
1297 LK

R/W PLAN  
991 2207

R/W PLAN 121 0716

EXISTING DRIVEWAY

RESIDENCE

**S.W. 1/4 Sec. 7-33-4-5**

**7**  
-33-4-5

**MOUNTAIN VIEW COUNTY  
TENTATIVE PLAN  
SHOWING  
PROPOSED SUBDIVISION  
OF PART OF THE  
N.W 1/4 7-33-4-5  
PROPOSED R-CR ZONING**



SCALE = 1:5000

NOTES:

- Buildings are plotted from aerial photo and are approx.
- Distances shown are in metres.
- Area dealt with is bounded thus and contains 1.92 Ha. (4.74 acres)

**BEMOCO LAND  
SURVEYING LTD.**  
100, 6040-47th AVENUE  
RED DEER, AB., PH. 403-342-2611  
WWW.BEMOCO.COM

52

REV	DATE	DESCRIPTION
3	Jan 10-22	Issued
FILE No: S-087-21 tent		



**MOUNTAIN VIEW COUNTY  
TENTATIVE PLAN  
SHOWING  
PROPOSED SUBDIVISION  
OF PART OF THE  
N.W 1/4 7-33-4-5  
PROPOSED R-CR ZONING**



SCALE = 1:5000

NOTES:

- Buildings are plotted from aerial photo and are approx.
- Distances shown are in metres.
- Area dealt with is bounded thus and contains 1.92 Ha. (4.74 acres)

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53

REV	DATE	DESCRIPTION
3	Jan 10-22	Issued
FILE No: S-087-21 tent		





# Mountain View COUNTY

## Environmental Scan



### Legend

- Floodway
- Flood Funge
- Environmental Scan**
  - Rivers and Creeks
  - Floodplain
  - Aeolian Deposit
  - Wetlands
  - Colonial Nesting Bird Range
  - Provincial ESA (2014)
- Environmentally Significant Areas**
  - 1 (Very High)
  - 2 (High)
  - 3 (Moderate)
  - 4 (Low)
- Alberta Merged Wetland**
  - Bog
  - Fen
  - Marsh
  - Open Water
  - Swamp
- Conservation Easement (Legacy Land Trust Society)
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Growth Centres
- Historical Resources**
  - <all other values>
  - a-Archaeological Resources
  - a, p
  - h-Historical Sites
  - p-Paleontological Resources
- Nuisance Grounds**
  - Landfills
  - Gravel Pits
  - Sewage Lagoons
  - CFO - NRCB Approved
- Subject Land



0 50 00 200 300 400 500 600 700 800  
Meters

Scale: 1:20,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

Note: Air Photo was captured in 2020. The hazard lands layer is graphical representation of data created from PDF map which is from the report prepared by Sweetgrass Consultants Ltd., in 1991 and used in the Summit Environmental Consultants Ltd., in 2008 report. Mountain View County does not warrant the accuracy or currency of the data it has provided and does not guarantee the suitability of the data for any purposes.





# Mountain View COUNTY

## Environmental Scan

### Legend

#### Provincial Flood Mapping

- Provincial Flood Mapping
- Floodway
- Flood Fringe

#### Environmental Scan

- Rivers and Creeks
- Floodplain
- Aeolian Deposit
- Wetlands
- Colonial Nesting Bird Range
- Provincial ESA (2014)

#### Environmentally Significant Areas

ESA\_number

- 1 (Very High)
- 2 (High)
- 3 (Moderate)
- 4 (Low)

#### Alberta Merged Wetland

- Bog
- Fen
- Marsh
- Open Water
- Swamp

- Conservation Easement (Legacy Land Trust Society)
- Rural Address

- Proposed Redesignation Subdivision Boundary
- Growth Centres

#### Historical Resources

- <all other values>
- a-Archaeological Resources
- a, p
- h-Historical Sites
- p-Palaeontological Resources

#### Nuisance Grounds

- Landfills
- Gravel Pits
- Sewage Lagoons
- CFO - NRCB Approved

Note: Air Photo was captured in 2020. The hazard landslayer is graphical representation of data created from PDF map which is from the report prepared by Sweetgrass Consultants Ltd., in 1991 and used in the Summit Environmental Consultants Ltd., in 2008 report. Mountain View County does not warrant the accuracy or currency of the data it has provided and does not guarantee the suitability of the data for any purposes.

Legal Location: NW 7-33-4-5  
File No: PLRDSD20220005

Map Created on: 2022-01-12



0 50 100 Meters

Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator





## Site Dimension

### Legend

- Application Location**

  - Red circle
  - Purple circle

**Rural Address**

  - Blue circle

**Gas Plants, Battery Sites, etc.**

  - Orange factory icon
  - Blue square
  - Yellow rectangle
  - Black rectangle with diagonal line
  - Green circle
  - Orange triangle

**Pipelines**

  - Green line
  - Light blue line
  - Yellow line
  - Magenta line
  - Grey line
  - Dark blue line
  - Green dashed line
  - Orange line
  - Blue line
  - Red line
  - Brown dashed line

**SUBST\_A**

  - CRUDE OIL
  - FRESH WATER
  - FUEL GAS
  - HVP PRODUCTS
  - LVP PRODUCTS
  - MISCELLANEOUS LIQUIDS
  - NATURAL GAS
  - OIL WELL EFFLUENT
  - SALT WATER
  - SOUR NATURAL GAS
  - UNKNOWN



Scale: 1:1,500

*Mountain View County*

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse Mercator

**NOTE: For Exact Wells Classification review its Attribute Table or Contact AER**



**Legal Location: NW 7-33-4-5**  
**File No: PLRDSD20220005**

**Note: Air Photo was captured in 2020**

Map Created on: 2022-01-12





## Mountain View COUNTY

### Growth Management Conceptual Strategy Figure 3

#### Legend

- Highway
- County Collector Network(CCN)
- Special Policy Area:
  - Highway 2/27 (Concept Plans Required)
- Growth Centres (ASPs / Concept Plans Required)
- Economic Nodes (ASPs / Concept Plans Required)
- Towns/Village
- IDPs
- Agricultural Preservation Area
- Potential Multi-Lot Residential Development Area

\*Adapted from the Canada Land Inventory Class 1,2 & 3 soils: AGRASID's Land Suitability Rating System (LSRS) Class 2 & 3 as the 1st Dominant or Co-Dominant; as well as Environmentally Significant Areas (ESA) are shown shaded. Boundaries are not exact and boundaries must be confirmed or corrected from municipal assessment maps and field investigation. \*

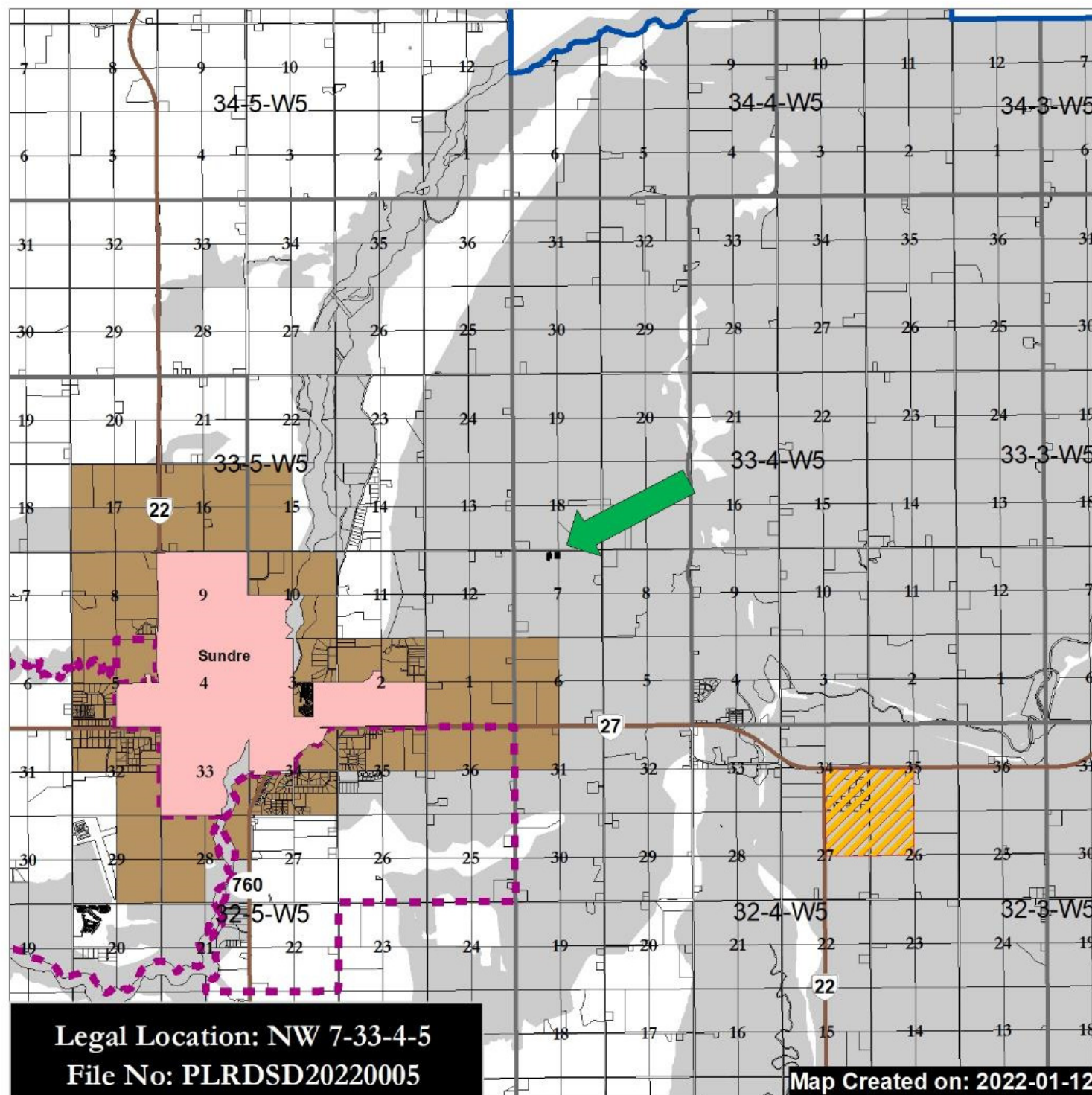


0 750 1,500 3,000 4,500 Meters

Scale: 1:100,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse Mercator



# **PLRDSD20220005**

## **Bylaw No. LU 09/22**

Tracey Connatty, Planner  
May 11, 2022

**APPLICANT:** Bemoco Land Surveying Ltd. Att. Kevin Vennard  
**LANDOWNER:** BARTHLOW, Ryan & Shauna  
**LEGAL:** NW 7-33-4-W5M  
**DIVISION:** 5  
**ACRES:** 4.75 ac.

### **PROPOSED REDESIGNATION:**

To Redesignate from:

Agricultural District “A” to Country Residential District “R-CR” one (1), four point seven five (4.75) +/- acre parcel within an existing 160.0 acre parcel.





## Mountain View COUNTY

### Location

#### Legend

- Neighborhood Reference Points
- Proposed Redesignation Subdivision Boundary
- Highway Buffer (1.6 Km)
- Existing Features: Crown Land (Prov. and Fed)
- Existing Features: County Land
- Towns/Village
- Roads**
  - chip sealed
  - gravel
  - paved
  - unimproved
  - CCN
- Subject Land

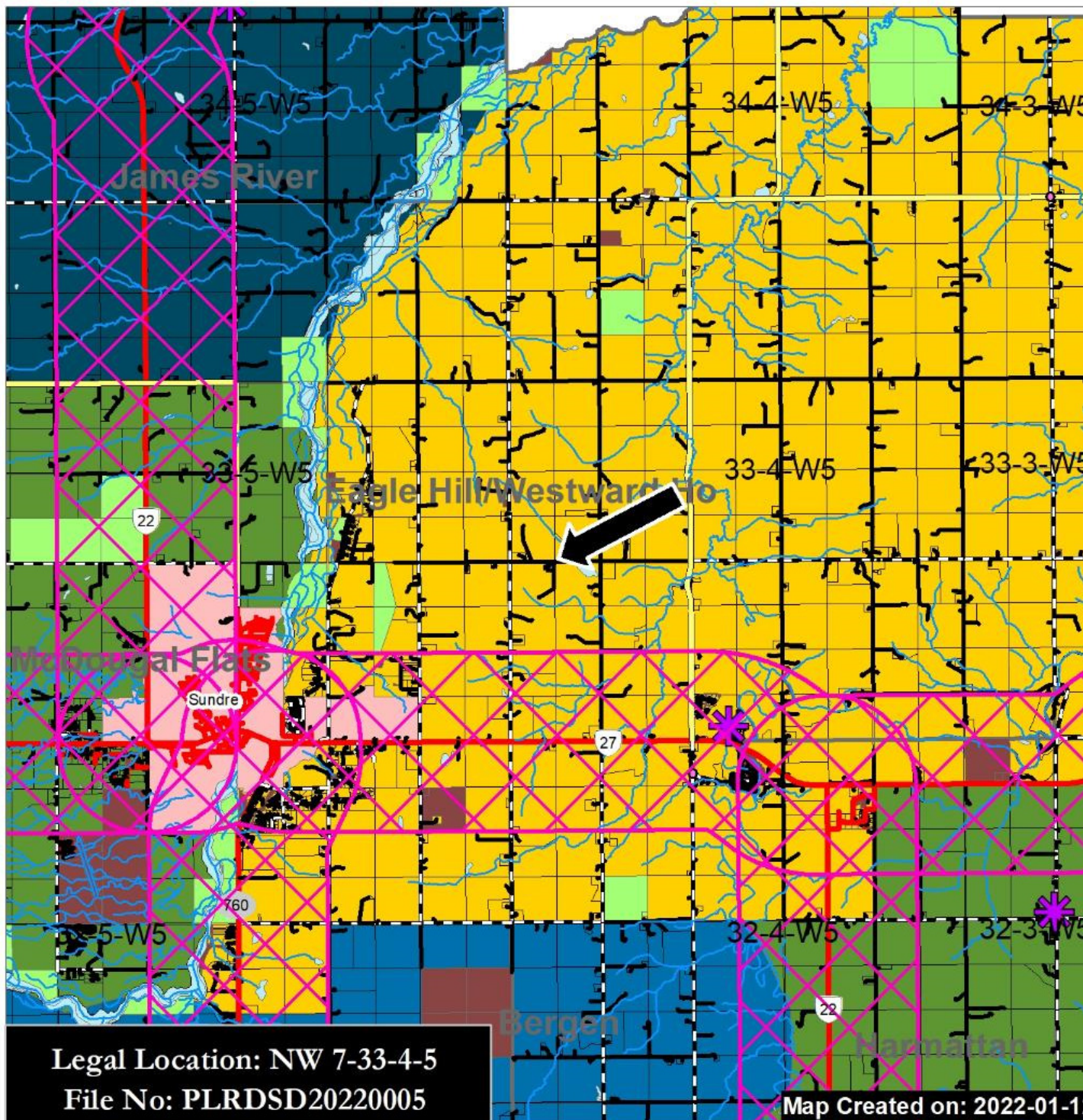


0 750 1,500 3,000 4,500 Meters

Scale: 1:100,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator



Legal Location: NW 7-33-4-5  
File No: PLRDS20220005

Map Created on: 2022-01-12





## Mountain View COUNTY

### Growth Management Conceptual Strategy Figure 3

#### Legend

- Highway
- County Collector Network(CCN)
- Special Policy Area:
  - Highway 2/27 (Concept Plans Required)
- Growth Centres (ASPs / Concept Plans Required)
- Economic Nodes (ASPs / Concept Plans Required)
- Towns/Village
- IDPs
- Agricultural Preservation Area
- Potential Multi-Lot Residential Development Area

\*Adapted from the Canada Land Inventory Class 1,2 & 3 soils: AGRASID's Land Suitability Rating System (LSRS) Class 2 & 3 as the 1st Dominant or Co-Dominant; as well as Environmentally Significant Areas (ESA) are shown shaded. Boundaries are not exact and boundaries must be confirmed or corrected from municipal assessment maps and field investigation. \*

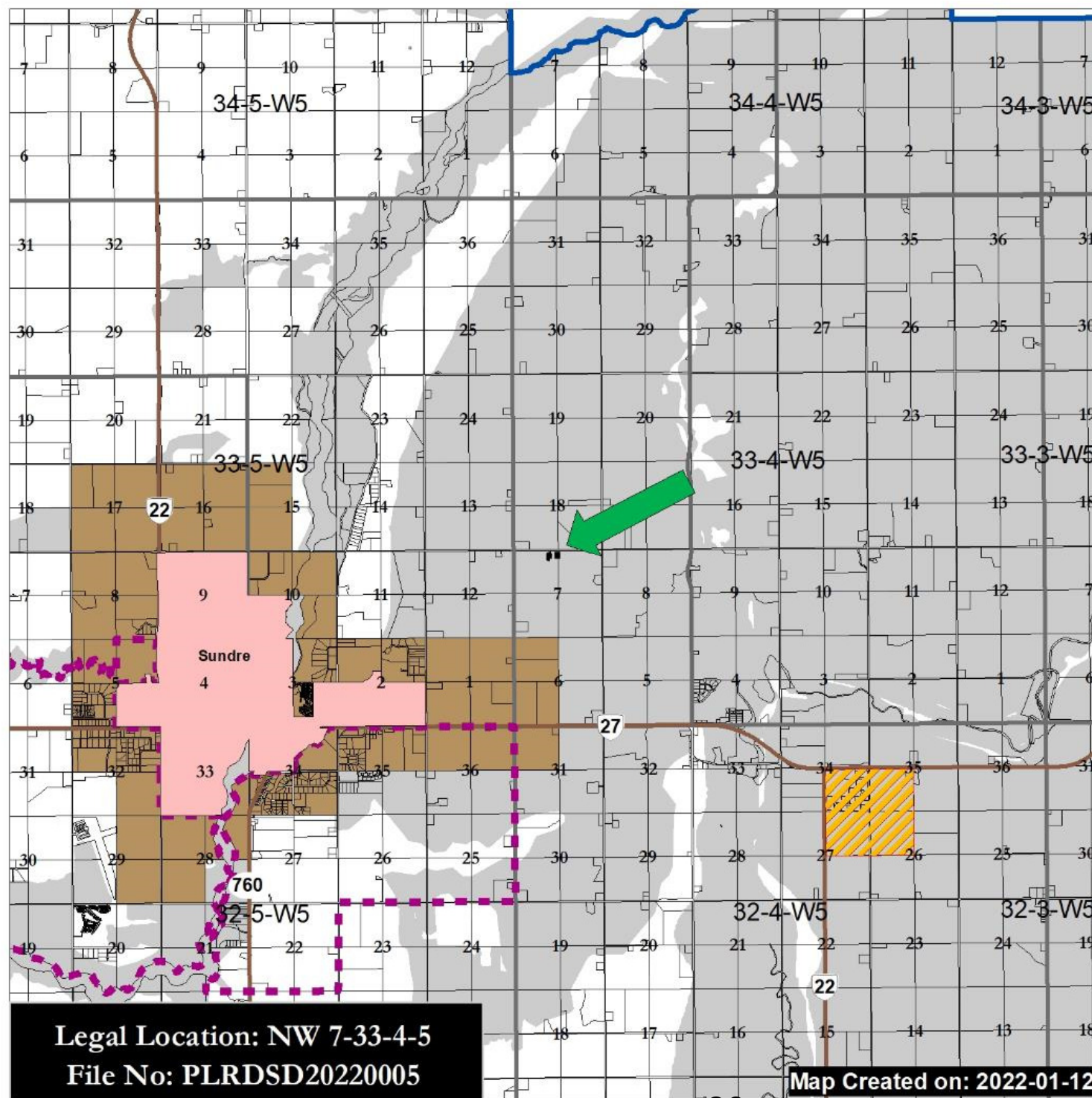


0 750 1,500 3,000 4,500 Meters

Scale: 1:100,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse Mercator





## Mountain View COUNTY

### Site Sketch - Redesignation

#### Legend

- Application Location
- Rural Address
- ... Pipelines
- AltaLink Power Line
- ▨ AltaLink Powerline Buffer (30m)
- - - Proposed Redesignation Boundary
- Wells**
  - ▲ CANCELLED LOCATION (3)
  - ▲ COMMINGLED (1)
  - ▲ PUMPING OIL (1)
- Wells Buffer**
  - 100 m



0 50 100 200 Meters

Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review  
its Attribute Table or Contact AER

Twp Rd 332

+/-20m

+/-157.3m

+/-18m

+/-163m

+/-80.28m

+/-151.3m

Proposed Area to be Redesignated from  
Agricultural District (A) to  
Country Residential District (R-CR)  
four point seven five (+/- 4.75) acres

33-4-W5

Rge Rd 50

33-5-W5

7

Legal Location: NW 7-33-4-5  
File No: PLRDSD20220005

Map Created on: 2022-01-12





## Mountain View COUNTY

### Location, Land Use, Ownership & Circulation Legend

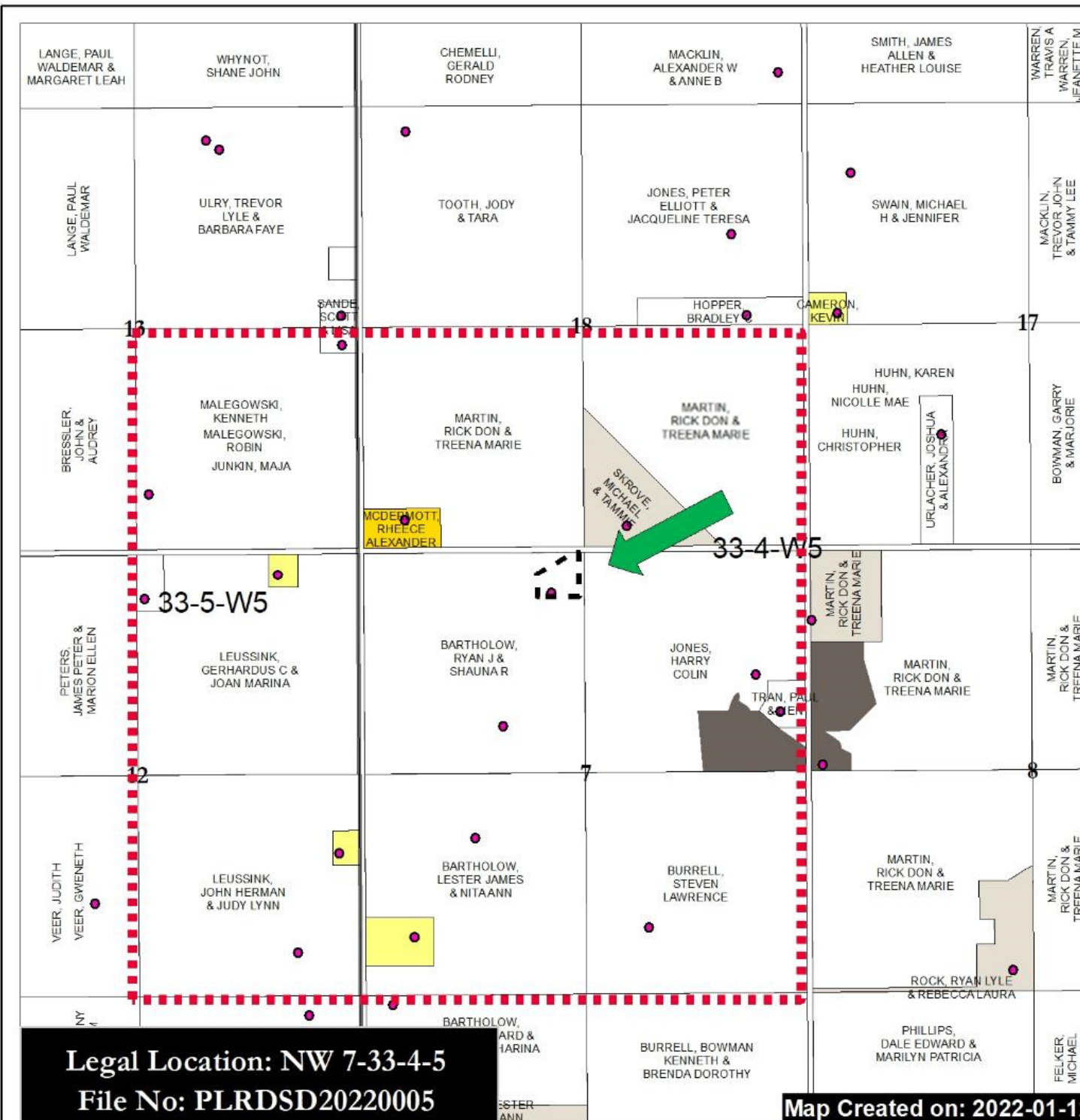
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Land Use Zoning**
  - Agricultural District (A)
  - Agricultural (2) District (A(2))
  - Country Residential District (R-CR)
  - Country Residential (1) District (R-CR1)
  - Residential Farmstead District (R-F)
  - Local Commercial District (C-LC)
  - Business Park District (I-BP)
  - Heavy Industrial District (I-HI)
  - Aggregate Extraction/Processing District (AEP)
  - Parks and Conservation District (P-PC)
  - Parks and Recreation District (P-PR)
  - Parks and Comprehensive Recreational District (P-PCR)
  - Institutional, Educational and Cultural District (S-IEC)
  - Airport District (S-AP)
  - Direct Control
- Subject Land
- Landowners Circulated



0 250 500 1,000 Meters

Scale: 1:20,000

Mountain View County  
NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator



Legal Location: NW 7-33-4-5  
File No: PLRDS20220005

Map Created on: 2022-01-12





#### Legend

- MVC Primary Secondary Highway
- County Towns and Village
- Land Use Zoning
  - Agricultural District (A)
  - Agricultural (2) District (A(2))
  - Country Residential District (R-CR)
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  - Parks and Recreation District (P-PR)
  - Parks and Comprehensive Recreational District (P-PCR)
  - Institutional, Educational and Cultural District (S-IEC)
  - Airport District (S-AP)
  - Direct Control
- Parcels (PGIS)
- SD Applications
- Call other values

#### Notes

Not responsible for errors or omissions



302.9 0 151.45 302.9 Meters

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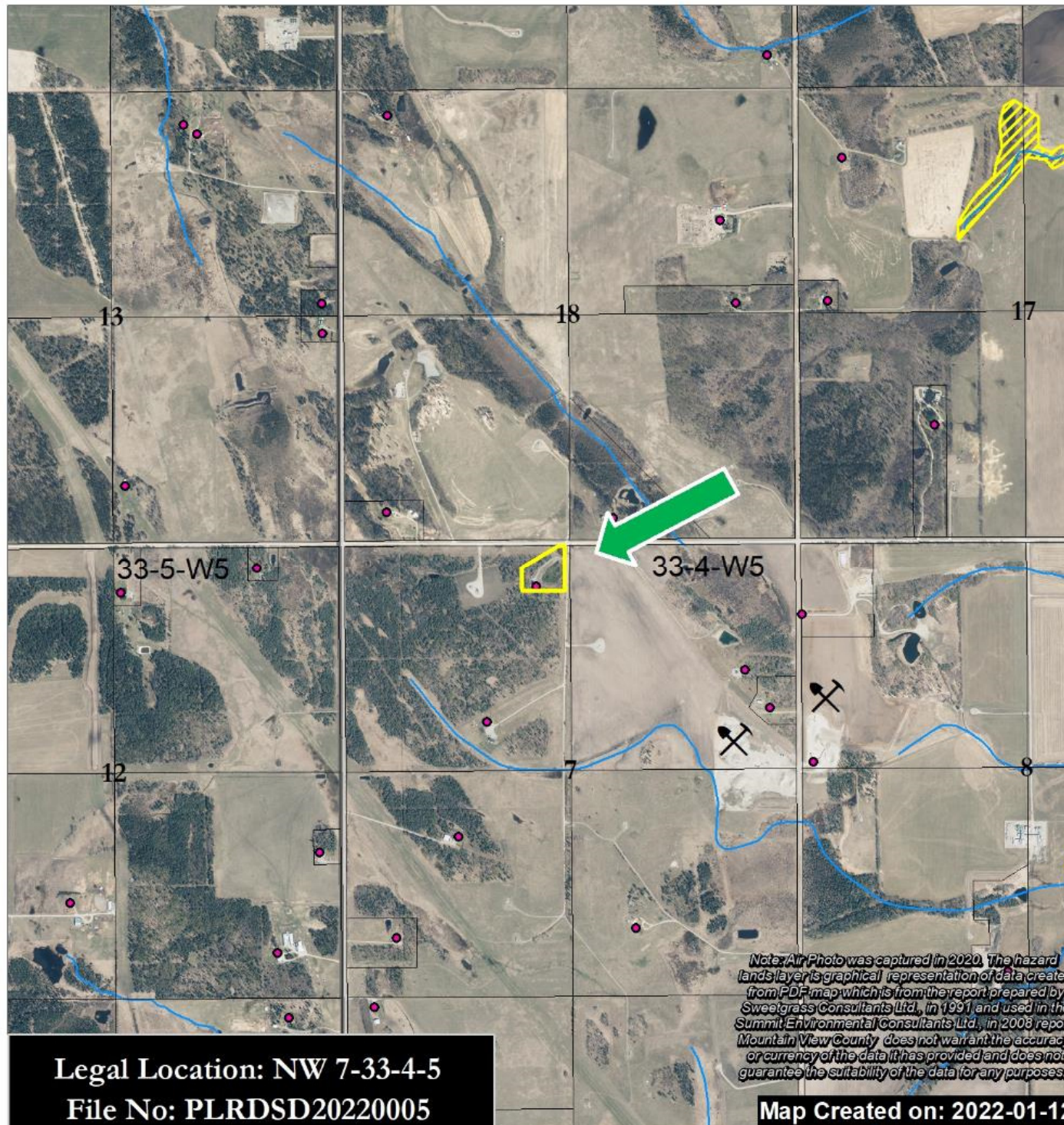
THIS MAP IS NOT TO BE USED FOR NAVIGATION





# Mountain View COUNTY

## Environmental Scan



### Legend

- Floodway
- Flood Funge
- Rivers and Creeks
- Floodplain
- Aeolian Deposit
- Wetlands
- Colonial Nesting Bird Range
- Provincial ESA (2014)
- Conservation Easement (Legacy Land Trust Society)
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Growth Centres
- Historical Resources
  - <all other values>
  - a-Archaeological Resources
  - a, p
  - h-Historical Sites
  - p-Paleontological Resources
- Environmentally Significant Areas
  - ESA\_number
    - 1 (Very High)
    - 2 (High)
    - 3 (Moderate)
    - 4 (Low)
- Alberta Merged Wetland
  - Bog
  - Fen
  - Marsh
  - Open Water
  - Swamp
- Nuisance Grounds
  - Landfills
  - Gravel Pits
  - Sewage Lagoons
  - CFO - NRCB Approved
- Subject Land



0 50 00 200 300 400 500 600 700 800  
Meters

Scale: 1:20,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

Note: Air Photo was captured in 2020. The hazard lands layer is graphical representation of data created from PDF map which is from the report prepared by Sweetgrass Consultants Ltd., in 1991 and used in the Summit Environmental Consultants Ltd., in 2008 report. Mountain View County does not warrant the accuracy or currency of the data it has provided and does not guarantee the suitability of the data for any purposes.





# Mountain View COUNTY

## Environmental Scan

### Legend

#### Provincial Flood Mapping

- Provincial Flood Mapping
- Floodway
- Flood Fringe

#### Environmental Scan

- Rivers and Creeks
- Floodplain
- Aeolian Deposit
- Wetlands
- Colonial Nesting Bird Range
- Provincial ESA (2014)

#### Environmentally Significant Areas

ESA\_number

- 1 (Very High)
- 2 (High)
- 3 (Moderate)
- 4 (Low)

#### Alberta Merged Wetland

- Bog
- Fen
- Marsh
- Open Water
- Swamp

- Conservation Easement (Legacy Land Trust Society)
- Rural Address

- Proposed Redesignation Subdivision Boundary
- Growth Centres

#### Historical Resources

- <all other values>
- a-Archaeological Resources
- a, p
- h-Historical Sites
- p-Palaeontological Resources

#### Nuisance Grounds

- Landfills
- Gravel Pits
- Sewage Lagoons
- CFO - NRCB Approved

Note: Air Photo was captured in 2020. The hazard landslayer is graphical representation of data created from PDF map which is from the report prepared by Sweetgrass Consultants Ltd., in 1991 and used in the Summit Environmental Consultants Ltd., in 2008 report. Mountain View County does not warrant the accuracy or currency of the data it has provided and does not guarantee the suitability of the data for any purposes.

Legal Location: NW 7-33-4-5  
File No: PLRDSD20220005

Map Created on: 2022-01-12



0 50 100 Meters

Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator





## Mountain View COUNTY

### Well & Pipeline Facilities

#### Legend

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>● Application Location</li><li>● Rural Address</li><li>● Gas Plants, Battery Sites, etc.<ul style="list-style-type: none"><li>● &lt;all other values&gt;</li></ul></li><li>■ Gas Processing Plant</li><li>■ Wells</li><li>■ Proposed Redesignation Subdivision Boundary</li><li>■ Altalink Powerline Buffer (30m)</li><li>■ TC Energy Notification Zone 200m</li><li>■ TC Energy Notification Zone 750m</li><li>➔ Subject Land</li></ul> | <ul style="list-style-type: none"><li><b>Pipelines</b><ul style="list-style-type: none"><li>■ &lt;all other values&gt;</li></ul></li><li><b>SUBST_A</b><ul style="list-style-type: none"><li>■ CRUDE OIL</li><li>■ FRESH WATER</li><li>■ FUEL GAS</li><li>■ HVP PRODUCTS</li><li>■ LVP PRODUCTS</li><li>■ MISCELLANEOUS LIQUIDS</li><li>■ NATURAL GAS</li><li>■ OIL WELL EFFLUENT</li><li>■ SALT WATER</li><li>■ SOUR NATURAL GAS</li><li>■ UNKNOWN</li></ul></li></ul> |
|--|---|



0 125 250 500 Meters

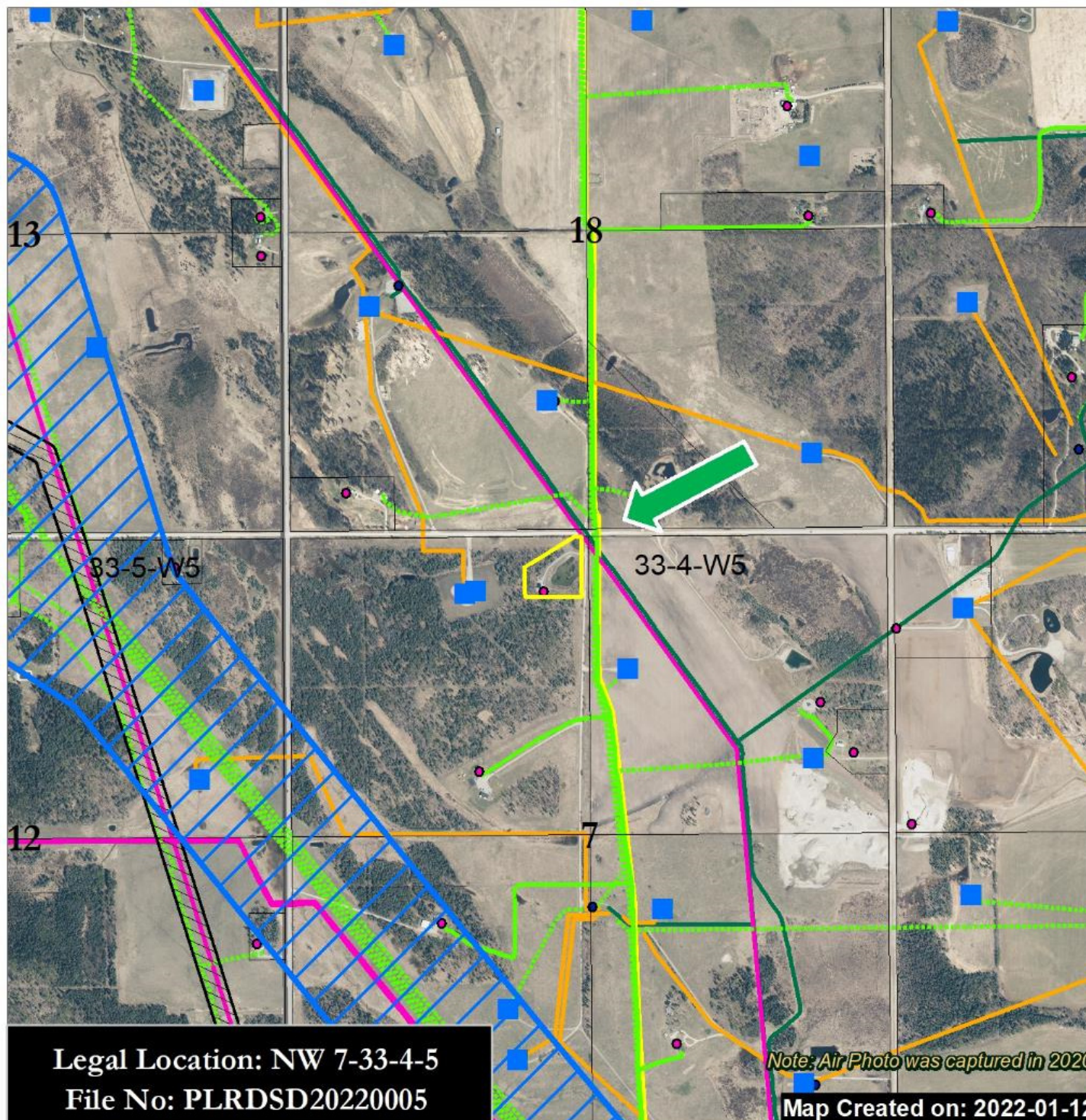
Scale: 1:15,000

Mountain View County

NAD 1983 CSRS 10TM AEP\_Forest

Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review its Attribute Table or Contact AER



Legal Location: NW 7-33-4-5  
File No: PLRDS20220005

Note: Air Photo was captured in 2020

Map Created on: 2022-01-12



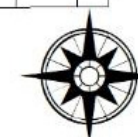


## Mountain View COUNTY

### Well & Pipeline Facilities

#### Legend

- |   |                       |
|---|-----------------------|
| Application Location                            | <b>Pipelines</b>      |
| Rural Address                                   | <all other values>    |
| Gas Plants, Battery Sites, etc.                 | <b>SUBST_A</b>        |
| Gas Processing Plant                            | CRUDE OIL             |
| Wells   | FRESH WATER           |
| Proposed Redesignation Subdivision Boundary     | FUEL GAS              |
| Altalink Powerline Buffer (30m)                 | HVP PRODUCTS          |
| Cadastre Parcel Linework with Right of Way Info | LVP PRODUCTS          |
|   | MISCELLANEOUS LIQUIDS |
|   | NATURAL GAS           |
|   | OIL WELL EFFLUENT     |
|   | SALT WATER            |
|   | SOUR NATURAL GAS      |
|   | UNKNOWN               |



Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review  
its Attribute Table or Contact AER

Legal Location: NW 7-33-4-5  
File No: PLRDSD20220005

Note: Air Photo was captured in 2020

Map Created on: 2022-01-12





**Mountain View**  
COUNTY

## Topography & Water

### Legend

- Application Location
- Contours - 5m
- Rivers and Creeks**
- Unclassified
- mvc Stream Class
- Activity Restrictions
- No Activity Restrictions
- Proposed Redesignation Subdivision Boundary
- Subject Land



0 125 250 500 Meters

Scale: 1:15,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator





**Mountain View  
COUNTY**

## Topography & Water

### Legend

- Application Location
- Contours - 5m
- Rivers and Creeks
  - Unclassified
- mvc Stream Class
  - Activity Restrictions
  - No Activity Restrictions
- ▭ Proposed Redesignation Subdivision Boundary



Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

**Legal Location: NW 7-33-4-5  
File No: PLRDSD20220005**

*Note: Air Photo was captured in 2020*

**Map Created on: 2022-01-12**



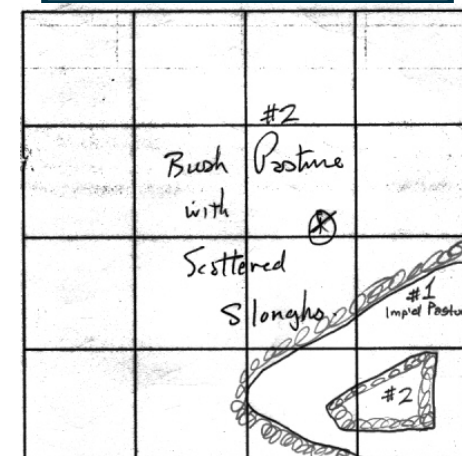


**Mountain View  
COUNTY**

## Farmland Calculation

1 – Dryland  
Pasture 37.0%

2 – Dryland  
Pasture 10.0%



Scale: 1:5,000

Mountain View County

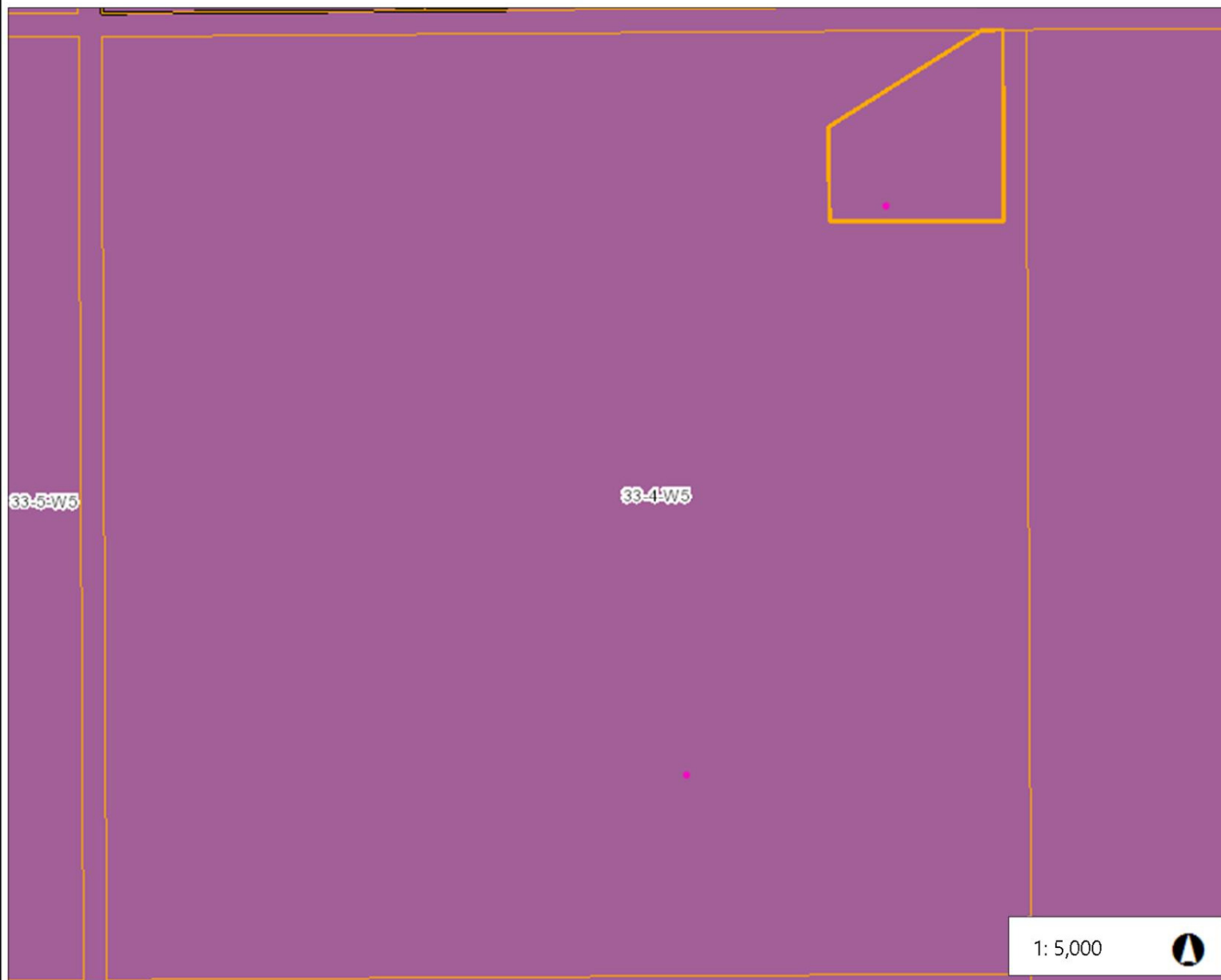
NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator





#### Legend

- Rural/Civic Address
- MVC Primary Secondary Highway
- County Towns and Village
- Parcels (PGIS)
- SD Applications
  - <all other values>
  - SD - Approved
  - SD - Closed
  - SD - Conditionally Approved
  - SD - Endorsed
  - SD - Endorsed Closed
  - SD - Expired Application
  - SD - Refused
  - SD - Under Review
  - SD - Withdrawn
- Section Number Grid
- Canada Land Inventory - Soils
  - 1
  - 2
  - 3
  - 4
  - 5
  - 6
  - 7
  - O
- Township Grid



254.0 0 127.00 254.0 Meters

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
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#### Notes

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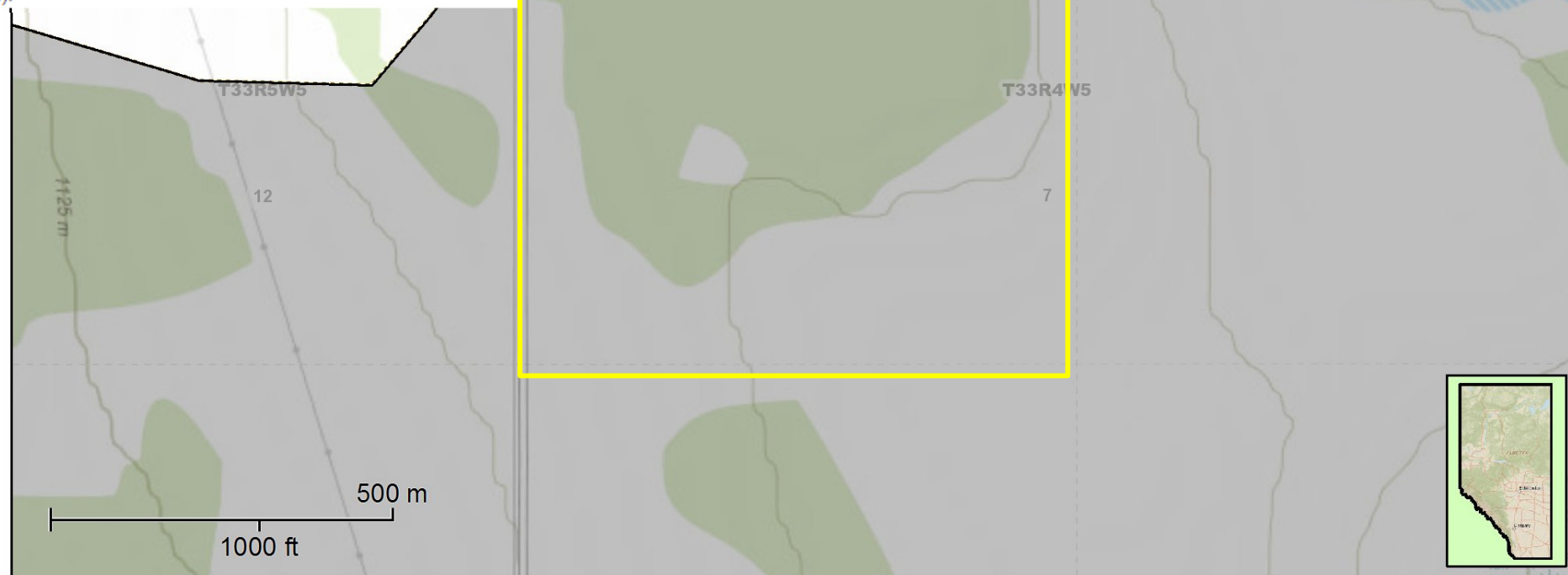
Variable	Value
POLY_ID	17550
Map Unit Name	BTLOaa19/U1h
Landform	U1h - undulating - high relief
LSRS Rating (Spring Grains)	3H(9) - 7WV(1)

#### Landscape Model Descriptions:


Orthic Gray Luvisol on medium textured (L, CL) till (BTN).  
Brunisolic Gray Luvisol (non-modal area variant) on medium textured (L, CL) till (LOBaa).

The polygon includes poorly drained and Chernozemic soils (19).

Undulating, high relief landform with a limiting slope of 4% (U1h).



January 24, 2022

 Soil Landscape Polygons

Scale 1:9,028

1 inch = 752.33 feet

1 cm = 90.28 metres

Map centre at latitude +51.820°N and longitude -114.563°E

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community  
Alberta Agriculture and Forestry and Agriculture and Agri-Food Canada  
Government of Alberta, Alberta Open Government Licence



## Site Dimension

### Legend

- Application Location**

  - Red circle
  - Purple circle

**Rural Address**

  - Blue circle

**Gas Plants, Battery Sites, etc.**

  - Orange factory icon
  - Blue square

**Wells**

  - Yellow square

**Proposed Redesignation**

  - Black square with diagonal line

**Subdivision Boundary**

  - Green circle

**Altalink Powerline Buffer (30m)**

  - Yellow triangle

**Streetslights - Fortis**

  - Orange triangle

**Power Poles - Fortis**

  - Orange triangle

**Pipelines**

  - Dark green line
  - Light blue line
  - Yellow line
  - Magenta line
  - Grey line
  - Dark blue line
  - Green dashed line
  - Orange line
  - Blue line
  - Red line
  - Brown dashed line

**SUBST\_A**

  - CRUDE OIL
  - FRESH WATER
  - FUEL GAS
  - HVP PRODUCTS
  - LVP PRODUCTS
  - MISCELLANEOUS LIQUIDS
  - NATURAL GAS
  - OIL WELL EFFLUENT
  - SALT WATER
  - SOUR NATURAL GAS
  - UNKNOWN



*Scale: 1:1,500*

*Mountain View County*

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse Mercator

**NOTE: For Exact Wells Classification review its Attribute Table or Contact AER**



**Legal Location: NW 7-33-4-5**  
**File No: PLRDSD20220005**

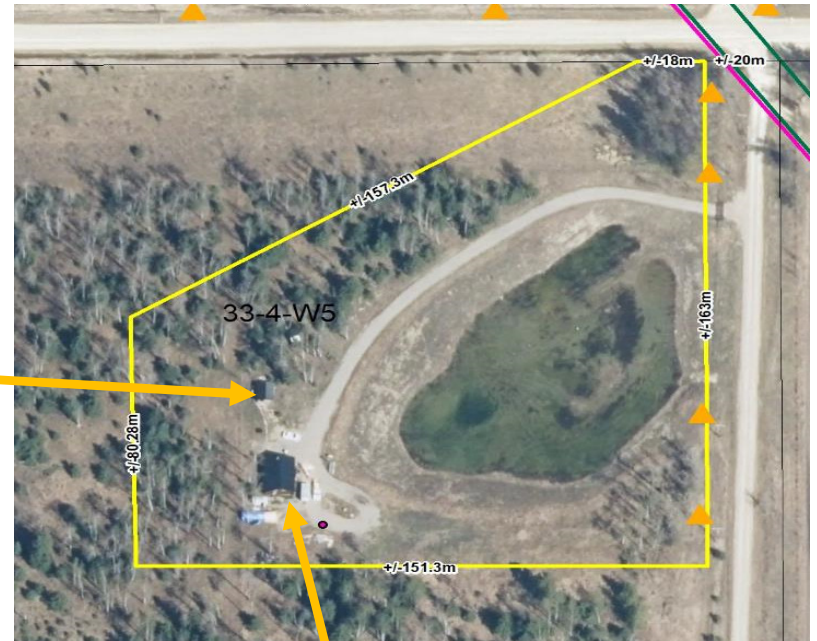
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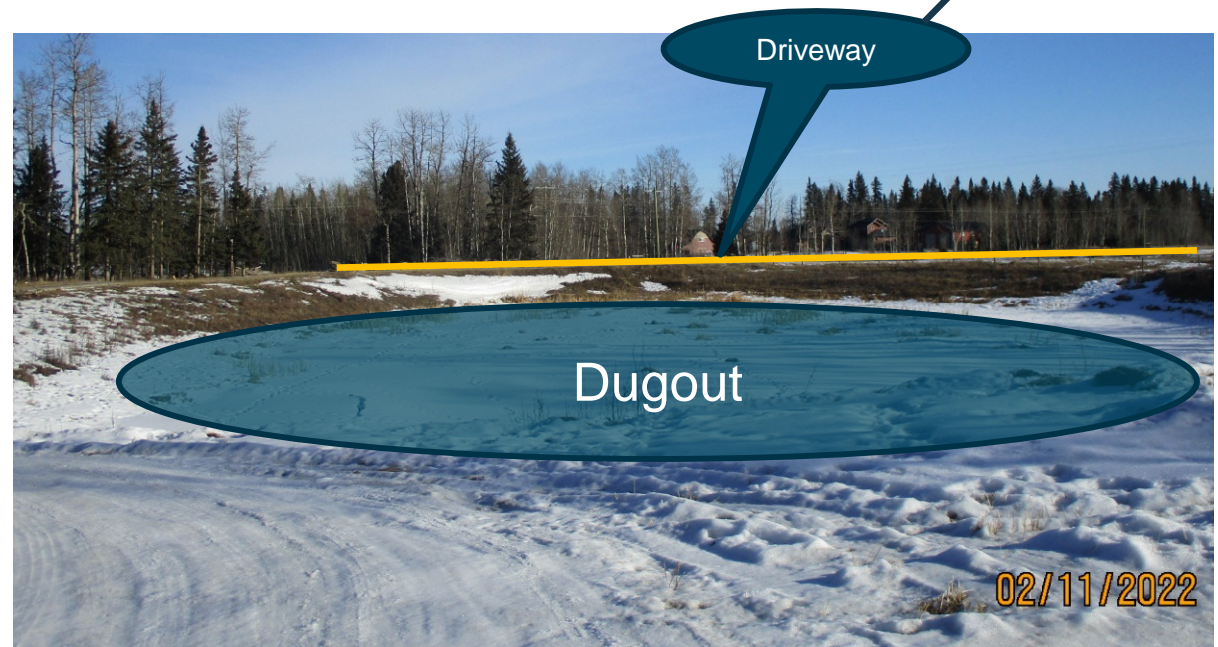
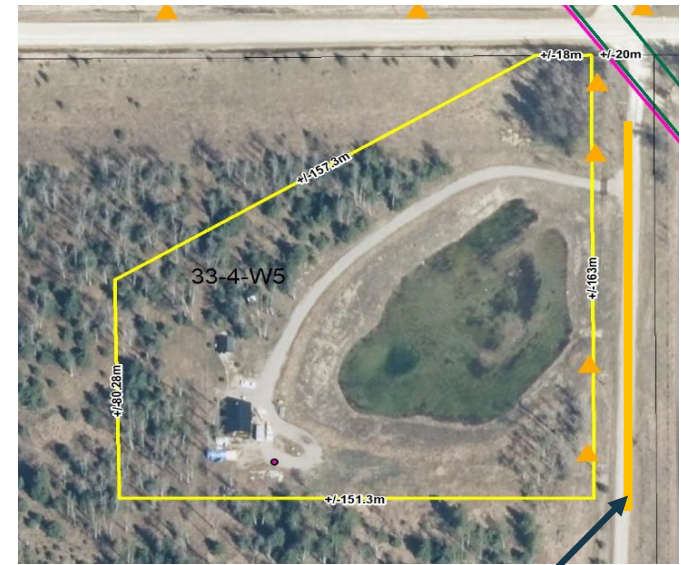
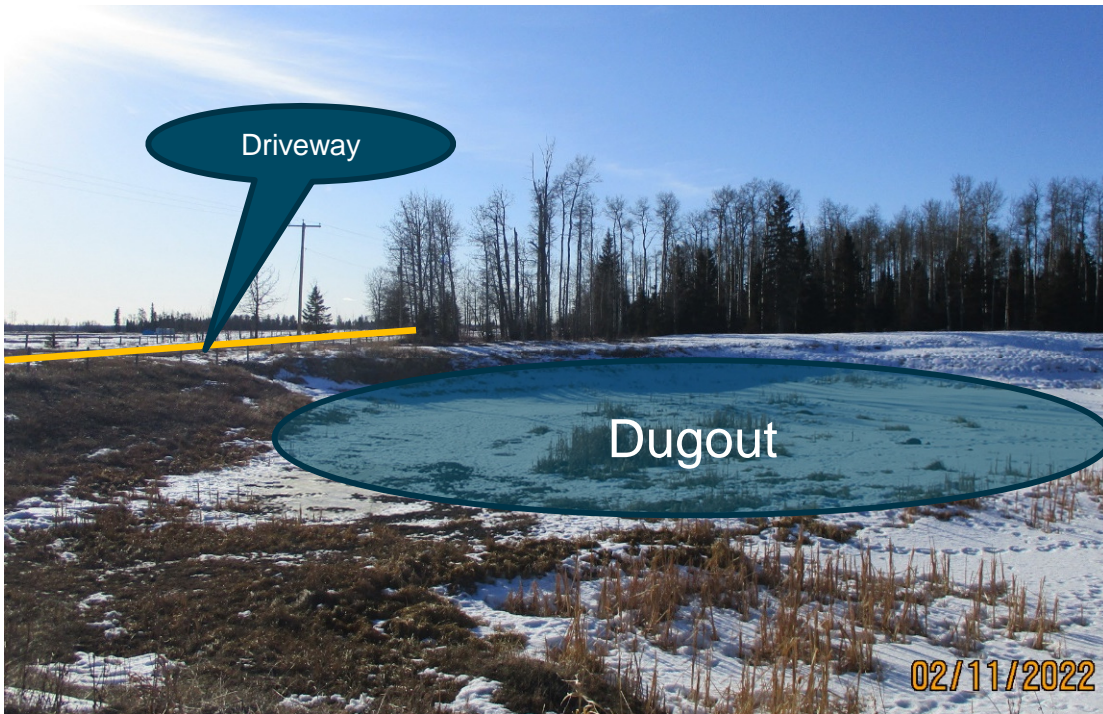


Accessory Building within parcel

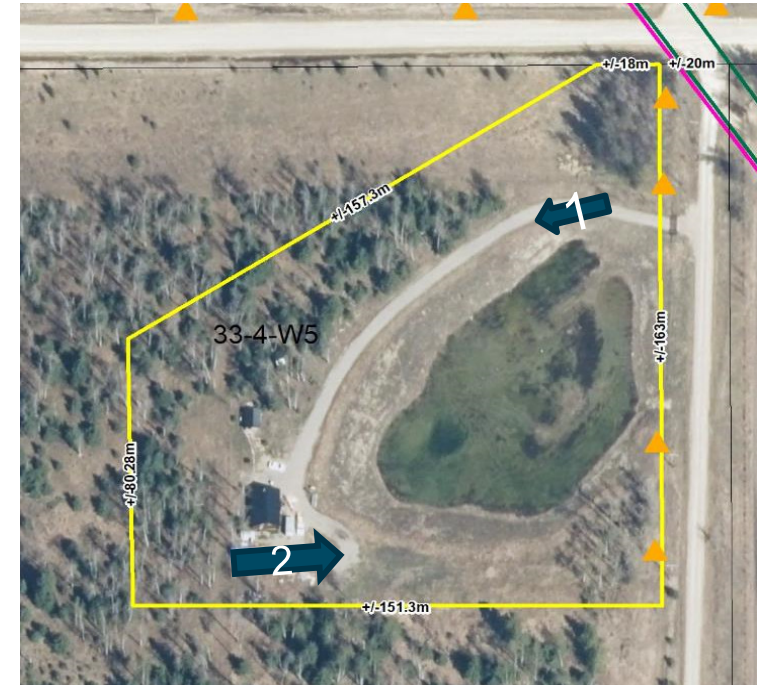


Dwelling within parcel









# Administrative Position

The Planning and Development Department supports Approval for PLRDSD20220005 within the NW 7-33-4-W5M for the following reasons:

1. The proposal complies with MDP policies and LUB regulations.
2. The land is deemed suitable for the proposal.
3. No objections or concerns were received during the referral of the application.



## Request for Decision

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada TOM OWO  
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754  
www.mountainviewcounty.com

SUBJECT: Bylaw No. LU 12/22  
SUBMISSION TO: Council Meeting  
MEETING DATE: May 11, 2022  
DEPARTMENT: Planning and Development Services  
FILE NO.: PLRDSD20220013  
LEGAL: NE 35-30-28-4

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MANAGER: HM  
DIRECTOR: MB PREPARER: TC  
LEGAL/POLICY REVIEW:  
FINANCIAL REVIEW:

### ADMINISTRATIVE POSITION:

Administration supports a Council resolution based on Option One.

### BACKGROUND / PROPOSAL:

Council is being asked to consider second and third readings of Bylaw No. LU 12/22 which proposes to amend Bylaw No. 21/21, being the Land Use Bylaw (LUB), by redesignating an approximate nine point two six (9.26) acres within NE 35-30-28-4 from Agricultural District (A) to Residential Farmstead District (R-F).

### Application Overview

Applicant	THOMPSON, Dustin Levi & Lorelei Dawn
Property Owner	THOMPSON, Dustin Levi & Lorelei Dawn
Title Transfer Date	Feb. 9, 2018
Existing Parcel Size	163.56 acres
Purpose of redesignation	To create a separate parcel for the farmstead site.
Division	3
Rural Neighbourhood/Urban Centre	Midway
Bylaw given first reading	April 13, 2022
Bylaw advertised on	April 26, 2022 and May 03, 2022

### Key Dates, Communications and Information

Application Submitted	January 14, 2022
Application Circulation Period	January 21, 2022, to February 20, 2022
Supportive Information Requested/Submitted	No additional information requested.
Application Revised from Submission	No
Communications Received from Referrals	<p><u>Telus Communications</u> – No objections.</p> <p><u>Fortis Alberta</u> – No easement is required.</p> <p><u>Alberta Transportation</u> – The proposal must meet the requirements of Sections 14 and 15 of the Subdivision and Development Regulation, due to the proximity of Highway 791. The department is currently protecting Highway 791 to a Minor Two-Lane standard at this location.</p> <p>If the proposed use complies with the Land Use Bylaw, the above-noted subdivision proposal meets both Section 14 and 15 of the Regulation, therefore, no variance from Alberta Transportation is required. The department anticipates minimal impact on the highway from this proposal. Additionally, there is no direct access to the highway as well as sufficient local road access to the subdivision and adjacent lands.</p> <p>Should the approval authority receive any appeals regarding this</p>

	application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d)(ii) of the regulation, Alberta Transportation (AT) agrees to waive the referral distance for this particular subdivision application. As far as AT is concerned an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application.
Objections Received and Addressed	No objections received.

#### Applicable Directions, Policy and Regulations

Intermunicipal Development Plan	The property is not within an IDP.
Municipal Development Plan Bylaw No. 20/20	<p>According to Figure 3 Growth Management Conceptual Strategy the property is within Agricultural Preservation. This area allows for two titles within a quarter.</p> <p><b>3.0 Agricultural Land Use Policies</b></p> <p>3.3.5 (a) The “first parcel out” of a previously unsubdivided quarter section may only be supported by the County for the creation of one additional parcel, subject to redesignation and subdivision application and the provisions of the Land Use Bylaw and the MDP.</p> <p>(b) A first parcel out subdivision within the Agricultural Preservation Area or the Potential Multi-Lot Residential Development Area shall be evaluated in accordance with section 3.0 of the MDP.</p> <p>3.3.6 The maximum number of titles in the Agricultural Preservation Area should be two (2) titles per quarter section.</p> <p>3.3.8 All new titles created in an agricultural district for non-agricultural use, shall require a redesignation to the appropriate land use district and a concurrent subdivision application.</p> <p>3.3.9 Non-agricultural uses shall be directed to areas that minimize the impact on agricultural operations.</p> <p>3.3.10 A farmstead separation, considered a non-agricultural use, may be subdivided from a previously unsubdivided quarter section, where the farmstead has been in existence for a minimum of 10 years or more at the time of application.</p> <p>3.3.11 The maximum parcel size for farmstead separations should be 9 acres (3.64 ha) with a minimum parcel size of two (2) acres (0.81 ha). Larger lot sizes may be permitted when required for shelter belts, ancillary buildings, physical characteristics, and land required to provide physical access.</p> <p>3.3.12 Farmstead separation applications shall be considered a non-agricultural subdivision and therefore shall</p>

	<p>require redesignation to an appropriate land use district, and will be reviewed in accordance with the following criteria:</p> <ul style="list-style-type: none"> <li>(i) Demonstration that the Farmstead satisfies the definition of a Farmstead as contained in the Plan;</li> <li>(ii) The proposed parcel is a single parcel created from a previously unsubdivided quarter section;</li> <li>(iii) The proposed parcel is compact and limited in size to the original Farmstead as defined by physical characteristics, vegetation and shelter belts and such other land as required to provide physical access to the site and does not include cultivated farmland, pastureland or lands suitable for agricultural production as part of the remainder unless included within a shelter belt and the physically defined area of the farmstead. Fencing alone shall not constitute a physical defined area of the farmstead;</li> <li>(iv) Access to the proposed parcel is available via direct access or easement or panhandle road to a developed public roadway acceptable to the Municipality;</li> <li>(v) The balance of the quarter section is maintained as an agricultural land use; and</li> <li>(vi) Where two (2) detached dwelling units exist on the proposed farmstead separation parcel, the County may consider redesignation and subdivision approval. At the Subdivision stage, the Approving Authority (Municipal Planning Commission or Administrative Subdivision and Development Approving Authority) may deem the additional dwelling legally non-conforming.</li> </ul>
Area Structure Plan	An ASP has not been developed for this area.
Land Use Bylaw No. 21/21	<b>Section 12.3 R-F Residential Farmstead District</b> <u>Purpose:</u> To accommodate a single residential parcel of land containing the farmstead from an unsubdivided quarter section. Agricultural uses may be accessory to the residential use.
Policy and Procedures	N/A

#### DISCUSSION:

##### Land Use and Development

Predominant land use on property	Agricultural and Farmstead residential
Predominant development on property	The proposed parcel has two dwellings and agricultural accessory buildings.
Oil and gas facilities on property/adjacent	The quarter is bisected by natural gas pipelines, one of the pipelines provides service to the residential site. There is one flowing coalbed methane well on the balance and one abandoned well. The wells are well removed from the proposal

	and should not impact the proposed parcel.
Surrounding land uses	The surrounding quarters are mostly agricultural properties. Three of the adjacent quarters have one subdivision and one to the northwest has four residential parcels.
Proximity to utilities	The proposed parcel encompasses a serviced residential site.

#### Physical and Natural Features

Waterbodies and wetlands on property	There are no waterbodies within the quarter.
Topographical constraints on property	The property is relatively flat with very little change in the topography, no concerns were identified during the site visit.
ESA areas and classifications	There is one small area on the balance of the quarter towards the west side of the quarter and well removed from the proposal that has been identified as ESA Level 2. According to the Alberta Merged Wetland data there are several areas identified as marsh. These areas should not impact the proposal.
Drainage and Soil Characteristics	According to Canada Land Inventory (CLI) the quarter has Class 1 soils. The AGRASID Land Suitability Rating System (LSRS) has identified that quarter has a dominant soil type of 2H and a co-dominant of 5W.
Potential for Flooding	No flood risk was noted during the site visit.

#### Planning and Development History

Prior RD/SD/DP Applications	None
Encumbrances on title affecting application	None

#### Servicing and Improvements Proposed

Water Services	Private existing
Sewer Services	Private existing
Stormwater/Drainage Improvements	No improvements proposed
Solid Waste Disposal	No improvements proposed

#### Suitability Assessment

Land suitable for intended use	Yes
Compatible with surrounding land uses	Yes
Appropriate legal and physical access	Yes
Complies with MDP/LUB requirements	Yes

#### DISCUSSION:

The applicant proposes to redesignate approximately nine point two-six acres from Agricultural District A to Residential Farmstead District R-F. This is consideration for the first parcel to be removed from the quarter that would result in two titles within the quarter.

#### BACKGROUND:

The property is approximately eleven miles east and two miles south of the Town of Carstairs. The quarter is adjacent to Township Road 310 on the north and Highway 791 along the west side. There is an existing access from Township Road 310 for the proposed parcel and a separate access to the remainder of the quarter.

According to the Canada Land Inventory (CLI) the quarter has class 1 soil. AGRASID's Land Suitability Rating System (LSRS) shows that the property has Class 2H soil as the dominant soil and 5W as the co-dominant soil. The limiting factors for these soil types are H – Inadequate heat units for optimal growth and W – Soils in which excess water (not due to inundation) limits the production. The quarter is surrounded by four unsubdivided quarters and four quarters with one subdivision and one quarter that has four subdivisions two of the subdivided parcels are small agricultural parcels and the rest are country residential.

**PROPOSAL:**

This is a proposal for a first parcel out Farmstead separation. The applicant has configured the lot to include the existing corrals, accessory buildings, and an area on the east side of the proposal for pasture and the proposal has corrals which can be used along with the pastureland for keeping of livestock. The eastern boundary also allows for an adequate setback distance for the existing private septic system from a property line. The southern boundary is defined by a shelterbelt, there is an agricultural accessory building south of the proposed boundary that has been left with the balance as it can be used and managed with the balance of the quarter. The parcel contains two dwellings, and the applicant resides in one of the dwellings and the second one is currently unoccupied.

**APPLICATION HISTORY:**

The landowner attended the office to determine the subdivision potential for this property and gain an understanding of the policies that are applicable to this quarter.

**CIRCULATIONS:**

Twenty adjacent landowners were circulated, and no objections or concerns were received. The operators of the pipelines and the wells within the quarter were circulated and they did not respond with any concerns or objections.

**POLICY ANALYSIS:**Municipal Development Plan Bylaw No. 20/20

The application complies with policies 3.3.5 and 3.3.6 being the first parcel resulting in two titles within the quarter.

The proposal complies with policy 3.3.11 as the proposed area encompasses the farmstead and is slightly larger than nine acres but that is to accommodate the inclusion of the farmstead facilities. The proposal also complies with policy 3.3.12 as it is the original farmstead for the quarter and contains improvements related to the agricultural uses within the quarter. The area has existing accesses directly onto Township Road 310. There are two dwellings within the proposed parcel and at the time of subdivision the approving authority may deem one of the dwellings as legally non-conforming.

Land Use Bylaw No. 21/21

The application intends to encompass the farmstead and related improvements in compliance with the LUB regulation.

**CONCLUSION:**

Administration can support a resolution of approval for the proposed redesignation. The application complies with MDP Policy and LUB regulations. Legal and physical access has been established for the remainder as well as the proposed area. The parcel has minimal impact on the surrounding agricultural uses.



OPTIONS / BENEFITS / DISADVANTAGES:

Option One:  This motion indicates support	That the Reeve open and close the Public Hearing.  That Council give second reading to Bylaw No. LU 12/22 redesignating the lands within the NE 35-30-28-4. (Approval)  That Council give third reading to Bylaw No. LU 12/22 redesignating the lands within the NE 35-30-28-4. (Approval)
Option Two:  This motion indicates additional information required to render a decision on application	That Council defer Bylaw No. LU 12/22 to _____.
Option Three:  This motion indicates that the application is not deemed suitable	That the Reeve open and close the Public Hearing.  That Council give second reading to Bylaw No. LU 12/22 redesignating the lands within the NE 35-30-28-4. (Refusal)  That Council give third reading to Bylaw No. LU 12/22 redesignating the lands within the NE 35-30-28-4. (Refusal)

ATTACHMENT(S):

- 01 - Bylaw No. LU 12/22 and Schedule "A"
- 02 - Location, Land Use and Ownership Map
- 03 - Proposed Redesignation Sketch
- 04 - Environmental Scan Maps
- 05 - Aerial Photograph
- 06 - Figure 3 MDP
- 07 - Council Presentation

BYLAW NO. LU 12/22

Being a Bylaw of Mountain View County in the Province of Alberta to amend Land Use Bylaw No. 21/21 affecting NE 35-30-28-4 pursuant to the Municipal Government Act.

---

The Council of Mountain View County, duly assembled, enacts that Bylaw No. 21/21 be amended as follows:

To redesignate from Agricultural District (A) to Residential Farmstead District (R-F) an approximate nine point two-six (9.26) acres (3.74 hectares) in the Northeast (NE) Quarter of Section thirty-five (35), Township thirty (30), Range twenty-eight (28), West of the fourth (4<sup>th</sup>) Meridian, as outlined on Schedule "A" attached hereto.

Received first reading April 13, 2022,

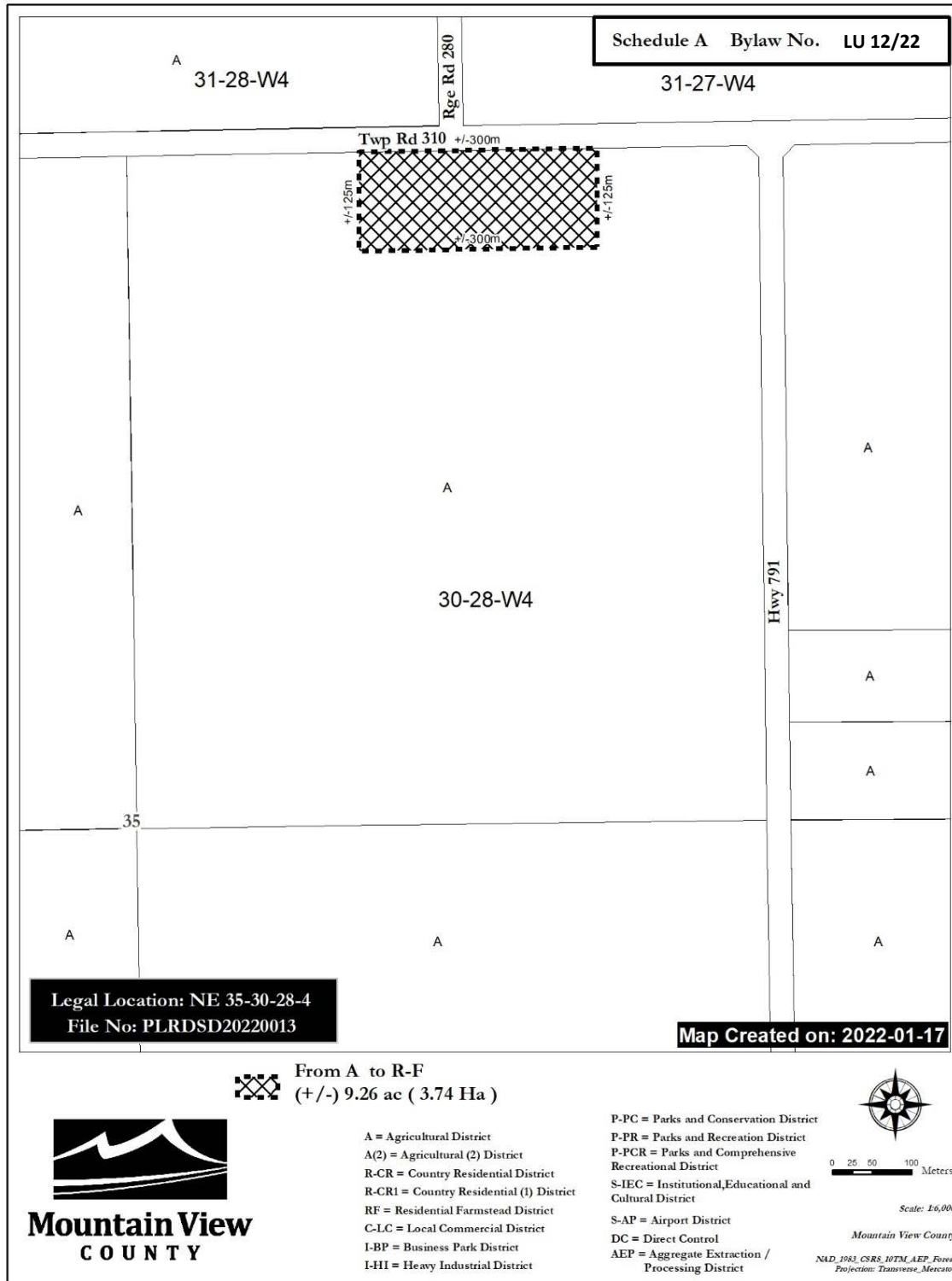
Received second reading \_\_\_\_\_,

Received third reading \_\_\_\_\_,

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date of Signing





## Mountain View COUNTY

### Location, Land Use, Ownership & Circulation

#### Legend

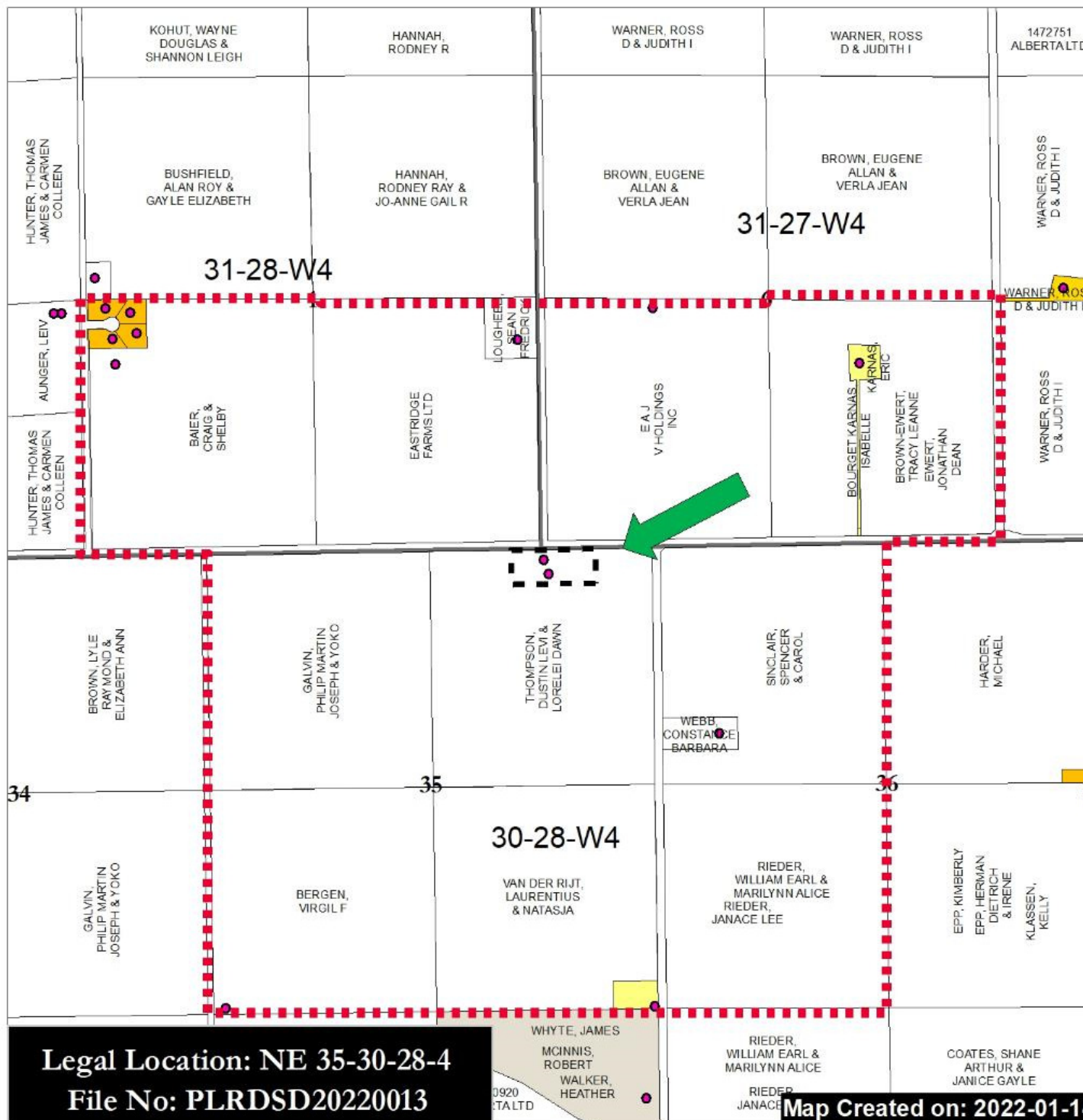
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Land Use Zoning**
  - Agricultural District (A)
  - Agricultural (2) District (A(2))
  - Country Residential District (R-CR)
  - Country Residential (1) District (R-CR1)
  - Residential Farmstead District (R-F)
  - Local Commercial District (C-LC)
  - Business Park District (I-BP)
  - Heavy Industrial District (I-HI)
  - Aggregate Extraction/Processing District (AEP)
  - Parks and Conservation District (P-PC)
  - Parks and Recreation District (P-PR)
  - Parks and Comprehensive Recreational District (P-PCR)
  - Institutional, Educational and Cultural District (S-IEC)
  - Airport District (S-AP)
  - Direct Control
- Subject Land
- Landowners Circulated



0 250 500 1,000 Meters

Scale: 1:20,000

Mountain View County  
NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator



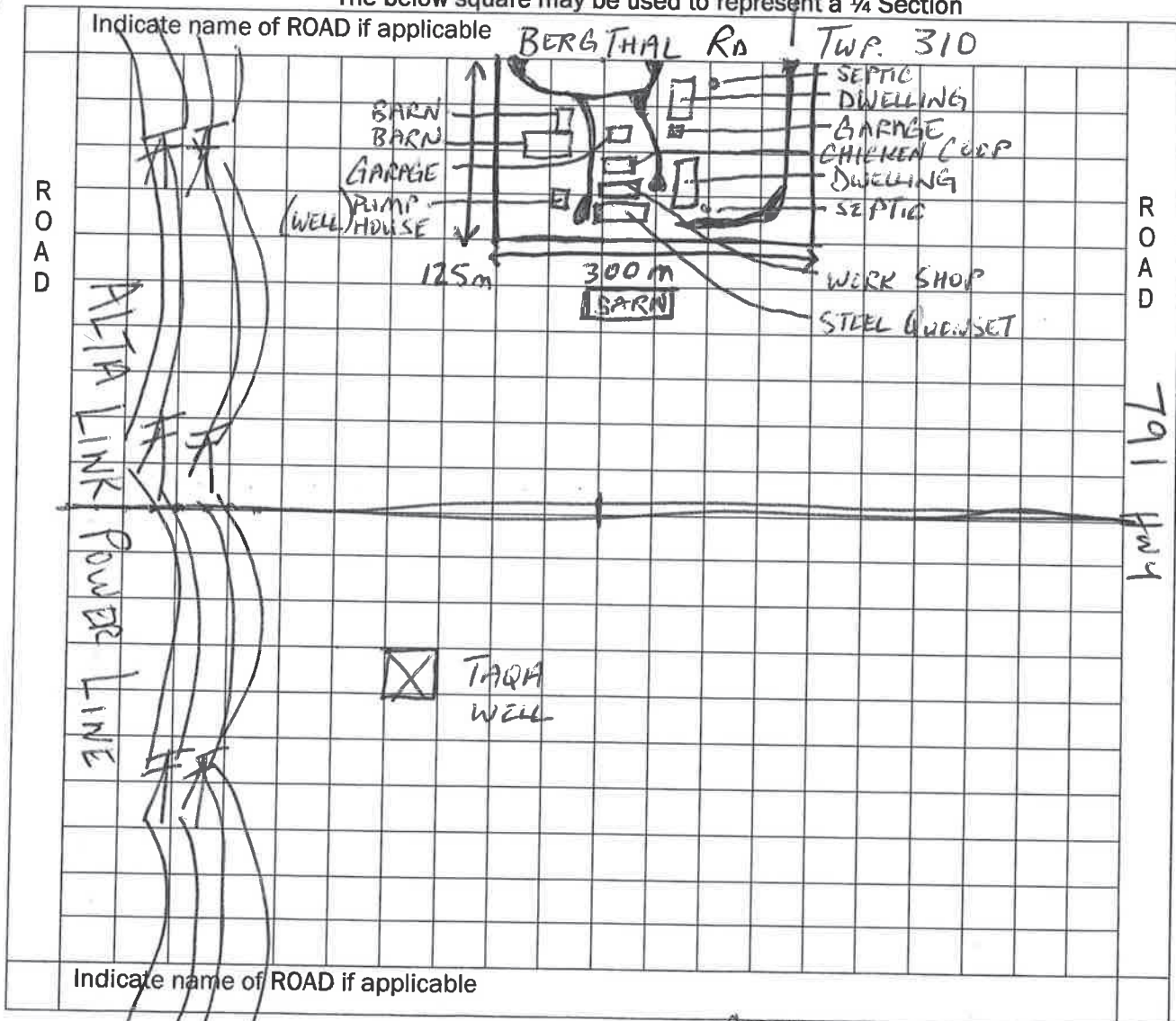
# PROPOSED REDESIGNATION/SUBDIVISION SKETCH

The Site Plan must include all of the following information (if applicable) in order for it to be considered complete:

- ☐ Location, dimensions, and boundaries of the entire property and of the portion of the property to be redesignated/subdivided;
- ☐ Location and dimensions of existing buildings and structures on the property, including distances from property lines. Identify buildings that will be demolished or moved;
- ☐ Location and names of proposed and existing roadways, driveways and road approaches;
- ☐ Location of existing wells and septic systems;
- ☐ Location and description of natural site features such as steep slopes, water bodies or courses, woodlots and shelterbelts;
- ☐ Location and description of man made site features such as drainage ditches, wells and private sewage disposal systems, gravel working, etc.;
- ☐ Location, dimensions and boundaries of proposed lot boundaries and rights-of-way (if applicable).



The below square may be used to represent a 1/4 Section



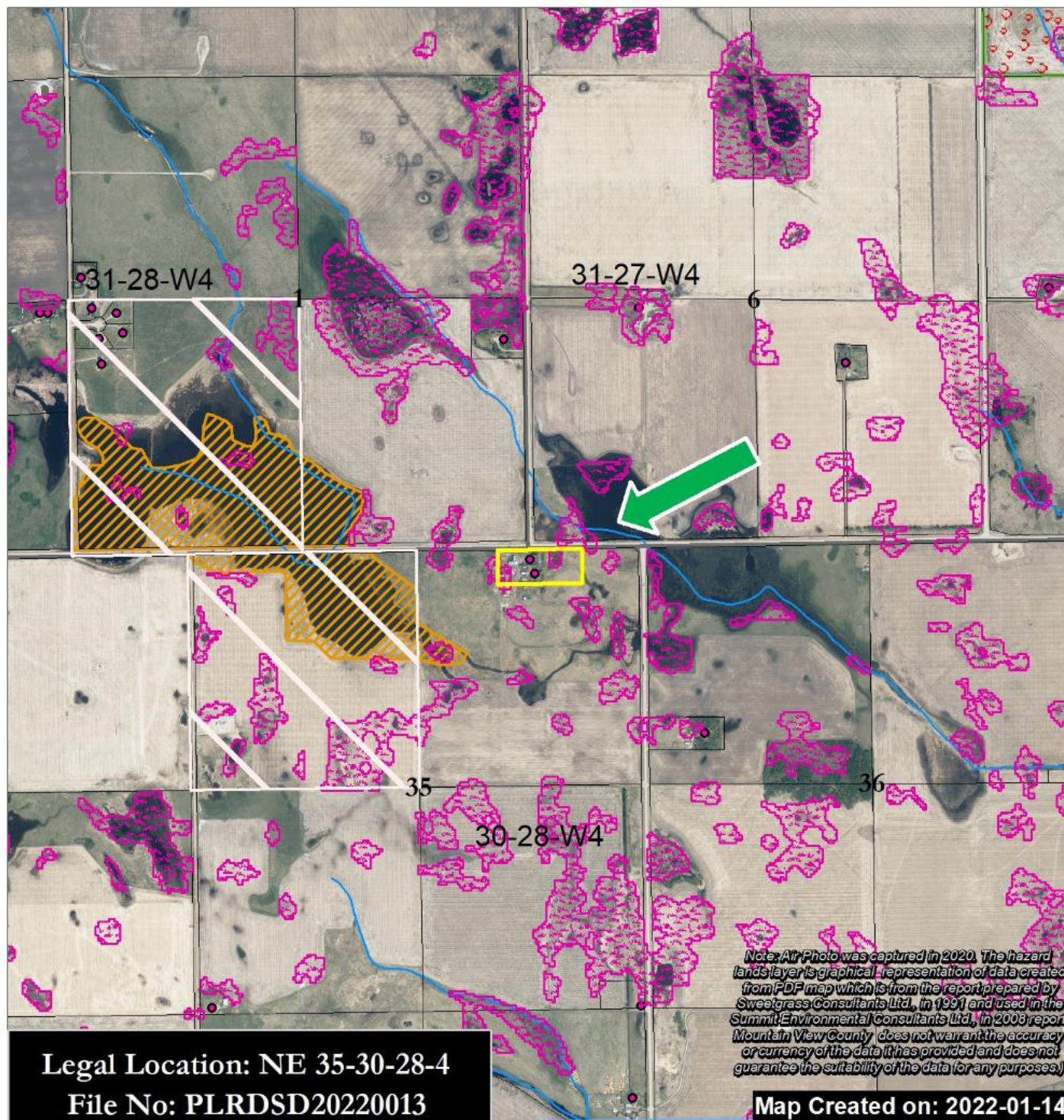
THE PERIMETER IS 850 m  
 THE AREA IS 37,323 m<sup>2</sup>  
 9.2227 ACRES





# Mountain View COUNTY

## Environmental Scan



Legal Location: NE 35-30-28-4  
File No: PLRDSD20220013

Note: Air Photo was captured in 2020. The hazard lands layer is graphical representation of data created from PDF map which is from the report prepared by Sweetgrass Consultants Ltd., in 1991 and used in the Summit Environmental Consultants Ltd., in 2008 report. Mountain View County does not warrant the accuracy or currency of the data it has provided and does not guarantee the suitability of the data for any purposes.

Map Created on: 2022-01-14

### Legend

- Floodway
- Flood Funge
- Environmental Scan
- Rivers and Creeks
- Floodplain
- Aolian Deposit
- Wetlands
- Colonial Nesting Bird Range
- Provincial ESA (2014)
- Conservation Easement (Legacy Land Trust Society)
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Growth Centres
- Historical Resources
  - <all other values>
  - a-Archaeological Resources
  - a, p
  - h-Historical Sites
  - p-Paleontological Resources
- Nuisance Grounds
  - Landfills
  - Gravel Pits
  - Sewage Lagoons
  - CFO - NRCB Approved
- Subject Land

### Environmentally Significant Areas

#### ESA\_number

- 1 (Very High)
- 2 (High)
- 3 (Moderate)
- 4 (Low)

#### Alberta Merged Wetland

- Bog
- Fen
- Marsh
- Open Water
- Swamp



0 50 00 200 300 400 500 600 700 800  
Meters

Scale: 1:20,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator





## Mountain View COUNTY

### Environmental Scan

#### Legend

##### Provincial Flood Mapping

- Provincial Flood Mapping
- Floodway
- Flood Fringe

##### Environmental Scan

- Rivers and Creeks
- Floodplain
- Aeolian Deposit
- Wetlands
- Colonial Nesting Bird Range
- Provincial ESA (2014)

##### Environmentally Significant Areas

ESA\_number

- 1 (Very High)
- 2 (High)
- 3 (Moderate)
- 4 (Low)

##### Alberta Merged Wetland

- Bog
- Fen
- Marsh
- Open Water
- Swamp

Conservation Easement (Legacy Land Trust Society)

Rural Address

Proposed Redesignation Subdivision Boundary

Growth Centres

##### Historical Resources

<all other values>

a-Archaeological Resources

a, p

h-Historical Sites

p-Palaeontological Resources

##### Nuisance Grounds

Landfills

Gravel Pits

Sewage Lagoons

CFO - NRCB Approved



Note: Air Photo was captured in 2020. The hazard lands layer is graphical representation of data created from PDF map which is from the report prepared by Sweetgrass Consultants Ltd., in 1991 and used in the Summit Environmental Consultants Ltd., in 2008 report. Mountain View County does not warrant the accuracy or currency of the data it has provided and does not guarantee the suitability of the data for any purposes.

Map Created on: 2022-01-14



0 50 100 Meters

Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator





# Mountain View COUNTY

## Site Dimension

### Legend

- |   |                         |
|---|-------------------------|
| ● Application Location                      | <b>Pipelines</b>        |
| ● Rural Address                             | --- <all other values>  |
| <b>Gas Plants, Battery Sites, etc.</b>      | <b>SUBST_A</b>          |
| ● <all other values>                        | — CRUDE OIL             |
| Gas Processing Plant                        | — FRESH WATER           |
| Wells                                       | — FUEL GAS              |
| Proposed Redesignation Subdivision Boundary | — HVP PRODUCTS          |
| Altalink Powerline Buffer (30m)             | — LVP PRODUCTS          |
| Streetlights - Fortis                       | — MISCELLANEOUS LIQUIDS |
| Power Poles - Fortis                        | — NATURAL GAS           |
|   | — OIL WELL EFFLUENT     |
|   | — SALT WATER            |
|   | — SOUR NATURAL GAS      |
|   | — UNKNOWN               |



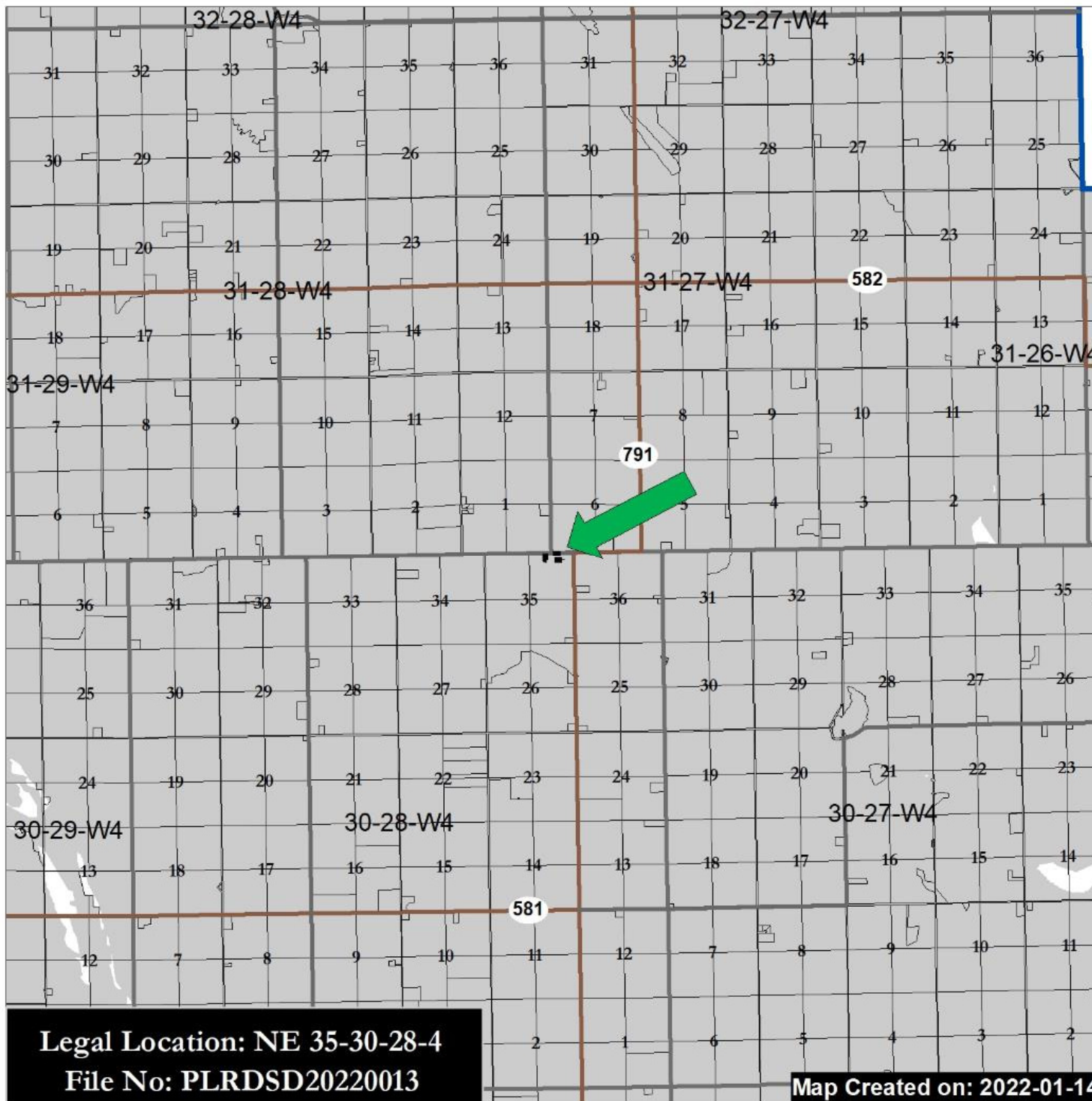
Scale: 1:2,500  
Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review its Attribute Table or Contact AER

Map Created on: 2022-01-14





## Mountain View COUNTY

### Growth Management Conceptual Strategy Figure 3

#### Legend

- Highway
- County Collector Network (CCN)
- Special Policy Area:
  - X Highway 2/27 (Concept Plans Required)
  - Growth Centres (ASPs / Concept Plans Required)
  - Economic Nodes (ASPs / Concept Plans Required)
  - Towns/Village
  - IDPs
  - Agricultural Preservation Area
  - Potential Multi-Lot Residential Development Area

\*Adapted from the Canada Land Inventory Class 1, 2 & 3 soils: AGRASID's Land Suitability Rating System (LSRS) Class 2 & 3 as the 1st Dominant or Co-Dominant; as well as Environmentally Significant Areas (ESA) are shown shaded. Boundaries are not exact and boundaries must be confirmed or corrected from municipal assessment maps and field investigation. \*



0 750 1,500 3,000 4,500 Meters

Scale: 1:100,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse Mercator

# **PLRDSD20220013**

## **Bylaw No. LU 12/22**

Tracey Connatty, Planner  
May 11, 2022

**APPLICANT: THOMPSON, Dustin & Lorelei**

**LANDOWNER: THOMPSON, Dustin & Lorelei**

**LEGAL: NE 35-30-28-W4M**

**DIVISION: 3**

**ACRES: 9.26 ac.**

### **PROPOSED REDESIGNATION:**

To Redesignate from:

Agricultural District “A” to Residential Farmstead District “R-F” one (1), nine point two-six (9.26) +/- acre parcel within an existing 163.56 acre parcel.



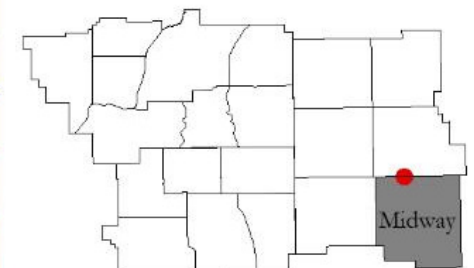


# Mountain View COUNTY

## Location

### Legend

- Neighborhood Reference Points
- Proposed Redesignation Subdivision Boundary
- Highway Buffer (1.6 Km)
- Existing Features Crown Land (Prov. and Fed)
- County Land
- Towns/Village
- Roads chip sealed
- gravel
- paved
- unimproved
- CCN
- Subject Land



0 750 1,500 3,000 4,500 Meters

Scale: 1:100,000

Mountain View County

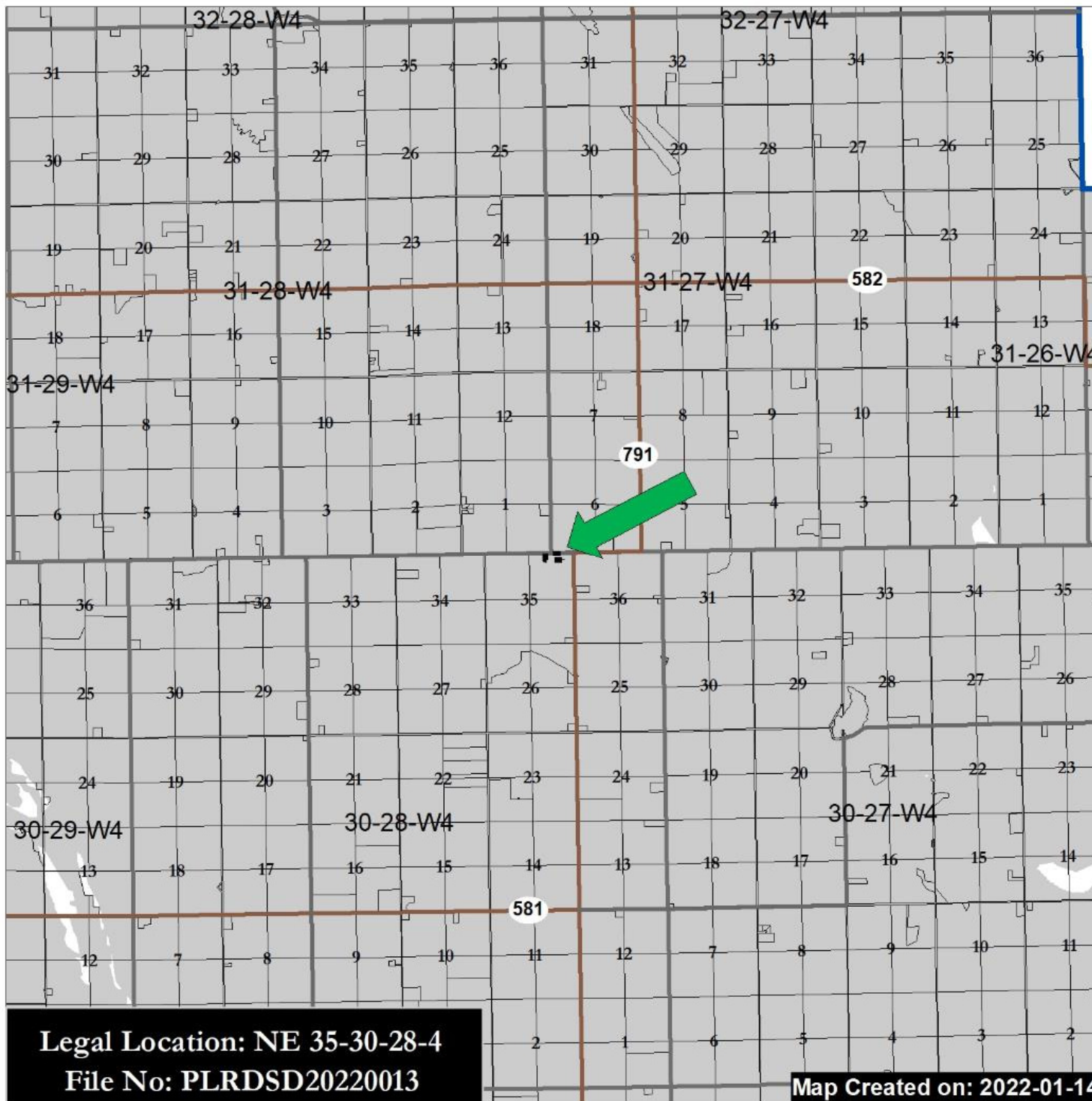
NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator



Legal Location: NE 35-30-28-4  
File No: PLRDS20220013

Map Created on: 2022-01-14





## Mountain View COUNTY

### Growth Management Conceptual Strategy Figure 3

#### Legend

- Highway
- County Collector Network(CCN)
- Special Policy Area:
  - X Highway 2/27  
(Concept Plans Required)
  - Growth Centres  
(ASPs / Concept Plans Required)
  - Economic Nodes  
(ASPs / Concept Plans Required)
  - Towns/Village
  - IDPs
  - Agricultural Preservation Area
  - Potential Multi-Lot Residential Development Area

\*Adapted from the Canada Land Inventory Class 1,2 & 3 soils: AGRASID's Land Suitability Rating System (LSRS) Class 2 & 3 as the 1st Dominant or Co-Dominant; as well as Environmentally Significant Areas (ESA) are shown shaded. Boundaries are not exact and boundaries must be confirmed or corrected from municipal assessment maps and field investigation. \*



0 750 1,500 3,000 4,500 Meters

Scale: 1:100,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse Mercator



## Mountain View COUNTY

### Site Sketch - Redesignation

#### Legend

- Application Location
- Rural Address
- Pipelines
- AltaLink Power Line
- AltaLink Powerline Buffer (30m)
- Proposed Redesignation Boundary
- Road Width Less than 7 m
- 6 m
- Wells**
- ⊕ ABANDONED (1)
- ⚡ FLOWING COALBED METHANE (1)
- Wells Buffer**
- 100 m



0 50 100 200 Meters

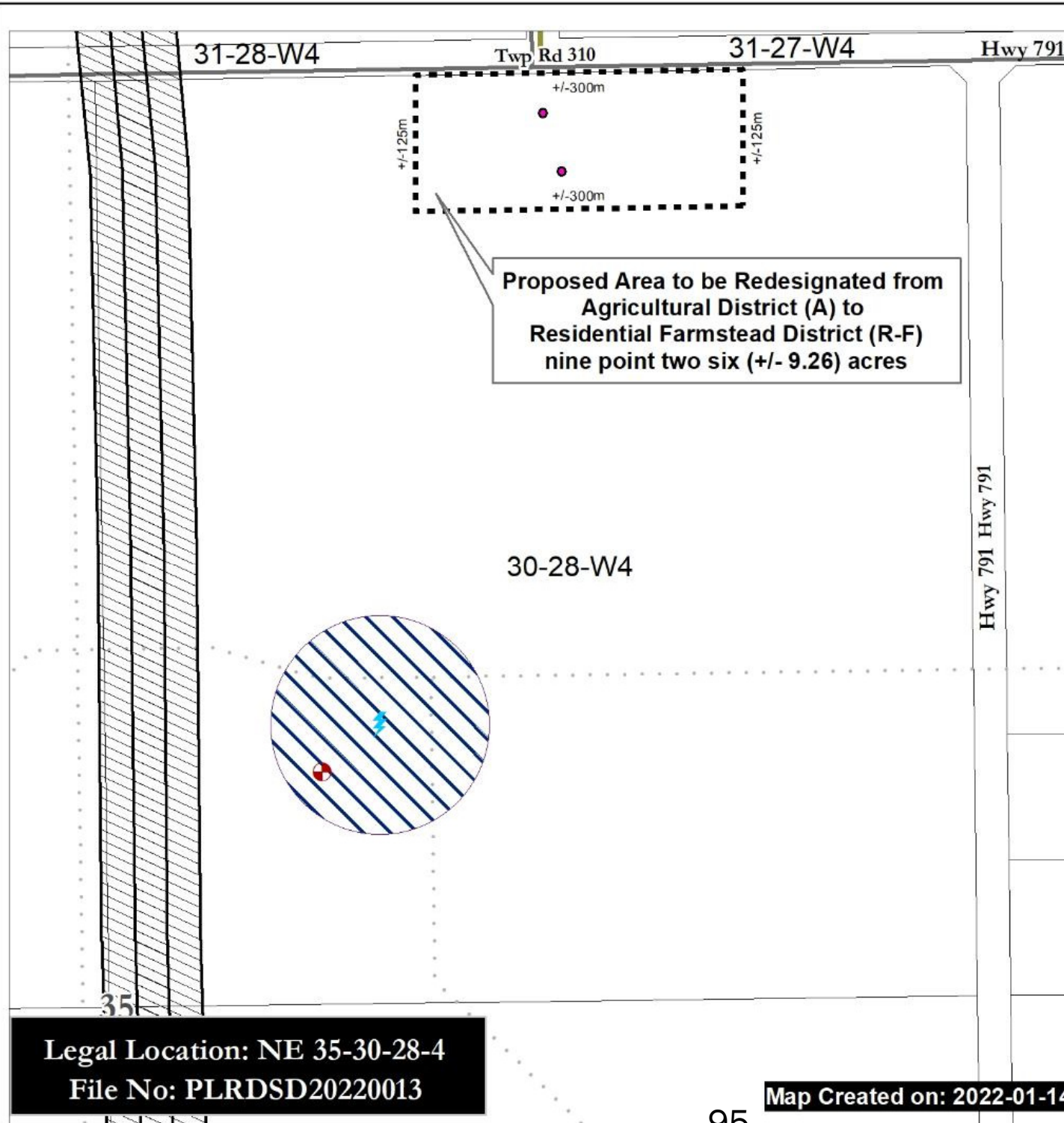
Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest

Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review  
its Attribute Table or Contact AER



Legal Location: NE 35-30-28-4

File No: PLRDSD20220013

Map Created on: 2022-01-14





## Mountain View COUNTY

### Location, Land Use, Ownership & Circulation

#### Legend

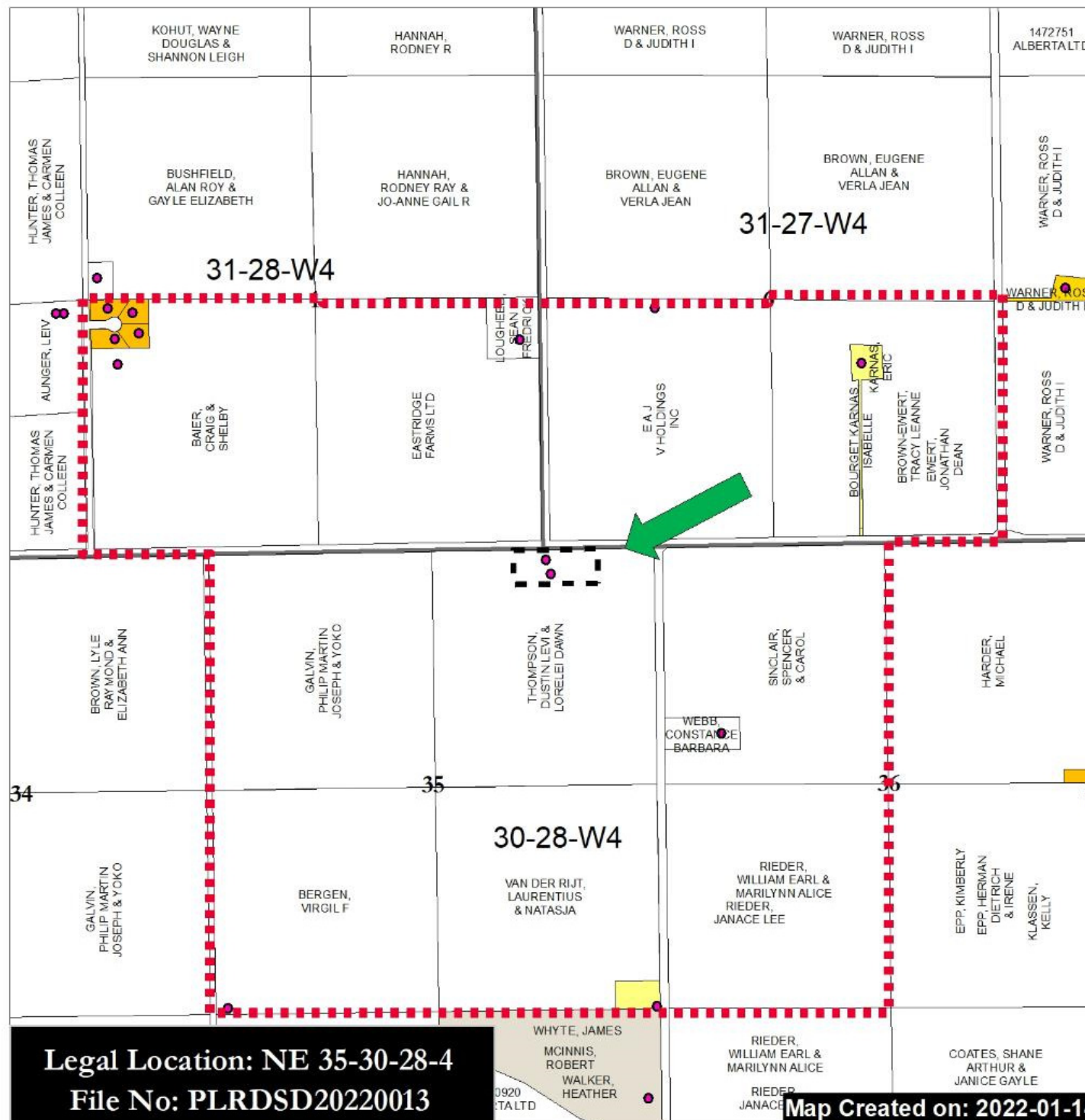
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Land Use Zoning**
  - Agricultural District (A)
  - Agricultural (2) District (A(2))
  - Country Residential District (R-CR)
  - Country Residential (1) District (R-CR1)
  - Residential Farmstead District (R-F)
  - Local Commercial District (C-LC)
  - Business Park District (I-BP)
  - Heavy Industrial District (I-HI)
  - Aggregate Extraction/Processing District (AEP)
  - Parks and Conservation District (P-PC)
  - Parks and Recreation District (P-PR)
  - Parks and Comprehensive Recreational District (P-PCR)
  - Institutional, Educational and Cultural District (S-IEC)
  - Airport District (S-AP)
  - Direct Control
- Subject Land
- Landowners Circulated



0 250 500 1,000 Meters

Scale: 1:20,000

Mountain View County  
NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

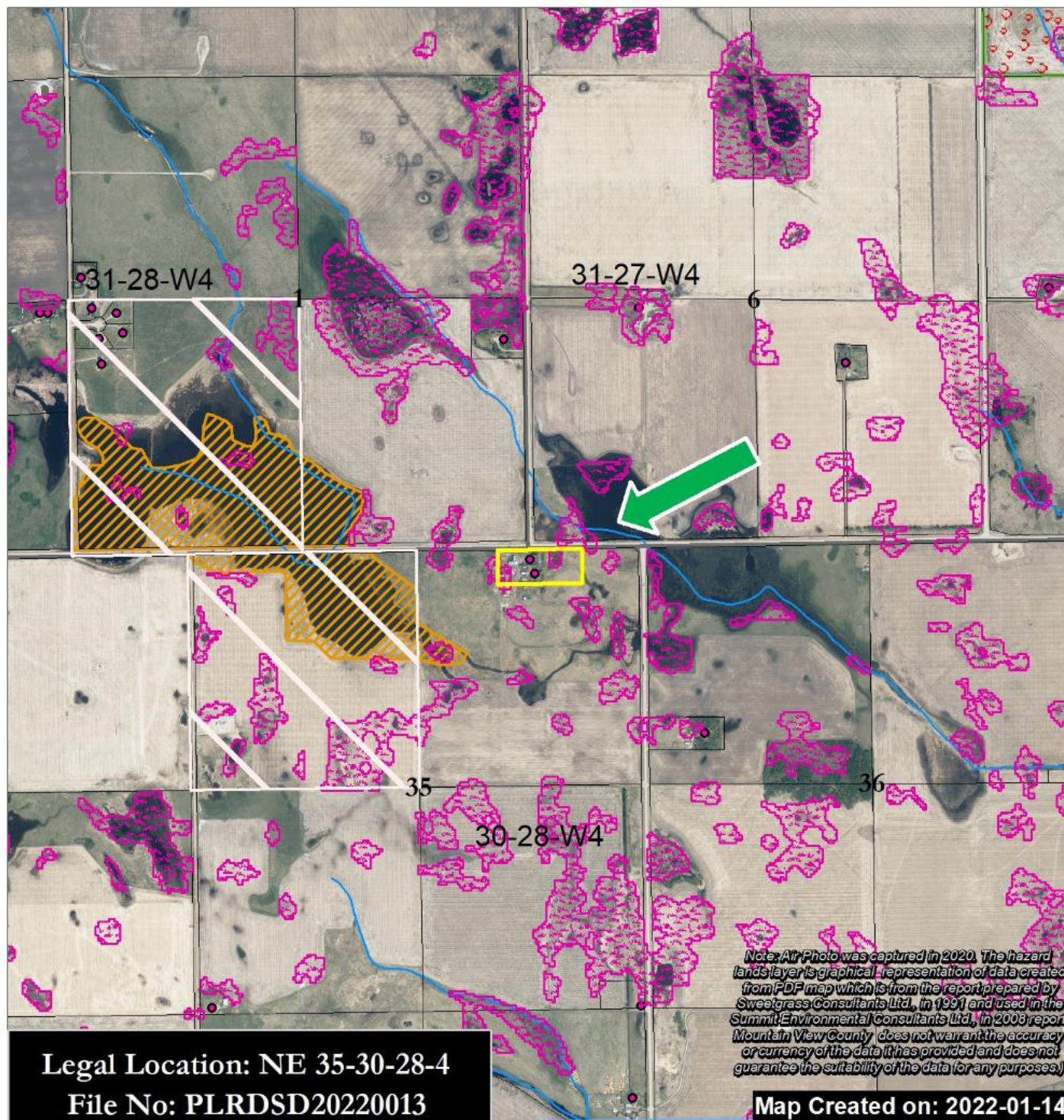






# Mountain View COUNTY

## Environmental Scan



### Legend

- Floodway
- Flood Fringe
- Environmental Scan
- Rivers and Creeks
- Floodplain
- Aeolian Deposit
- Wetlands
- Colonial Nesting Bird Range
- Provincial ESA (2014)
- Conservation Easement (Legacy Land Trust Society)
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Growth Centres
- Historical Resources
  - <all other values>
  - a-Archaeological Resources
  - a, p
  - h-Historical Sites
  - p-Paleontological Resources
- Nuisance Grounds
  - Landfills
  - Gravel Pits
  - Sewage Lagoons
  - CFO - NRCB Approved
- Subject Land

### Environmentally Significant Areas

#### ESA\_number

- 1 (Very High)
- 2 (High)
- 3 (Moderate)
- 4 (Low)

#### Alberta Merged Wetland

- Bog
- Fen
- Marsh
- Open Water
- Swamp



0 50 00 200 300 400 500 600 700 800  
Meters

Scale: 1:20,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

Map Created on: 2022-01-14





## Mountain View COUNTY

### Environmental Scan

#### Legend

##### Provincial Flood Mapping

- Provincial Flood Mapping
- Floodway
- Flood Fringe

##### Environmental Scan

- Rivers and Creeks
- Floodplain
- Aeolian Deposit
- Wetlands
- Colonial Nesting Bird Range
- Provincial ESA (2014)

##### Environmentally Significant Areas

ESA\_number

- 1 (Very High)
- 2 (High)
- 3 (Moderate)
- 4 (Low)

##### Alberta Merged Wetland

- Bog
- Fen
- Marsh
- Open Water
- Swamp

Conservation Easement (Legacy Land Trust Society)

Rural Address

Proposed Redesignation Subdivision Boundary

Growth Centres

##### Historical Resources

<all other values>

a-Archaeological Resources

a, p

h-Historical Sites

p-Palaeontological Resources

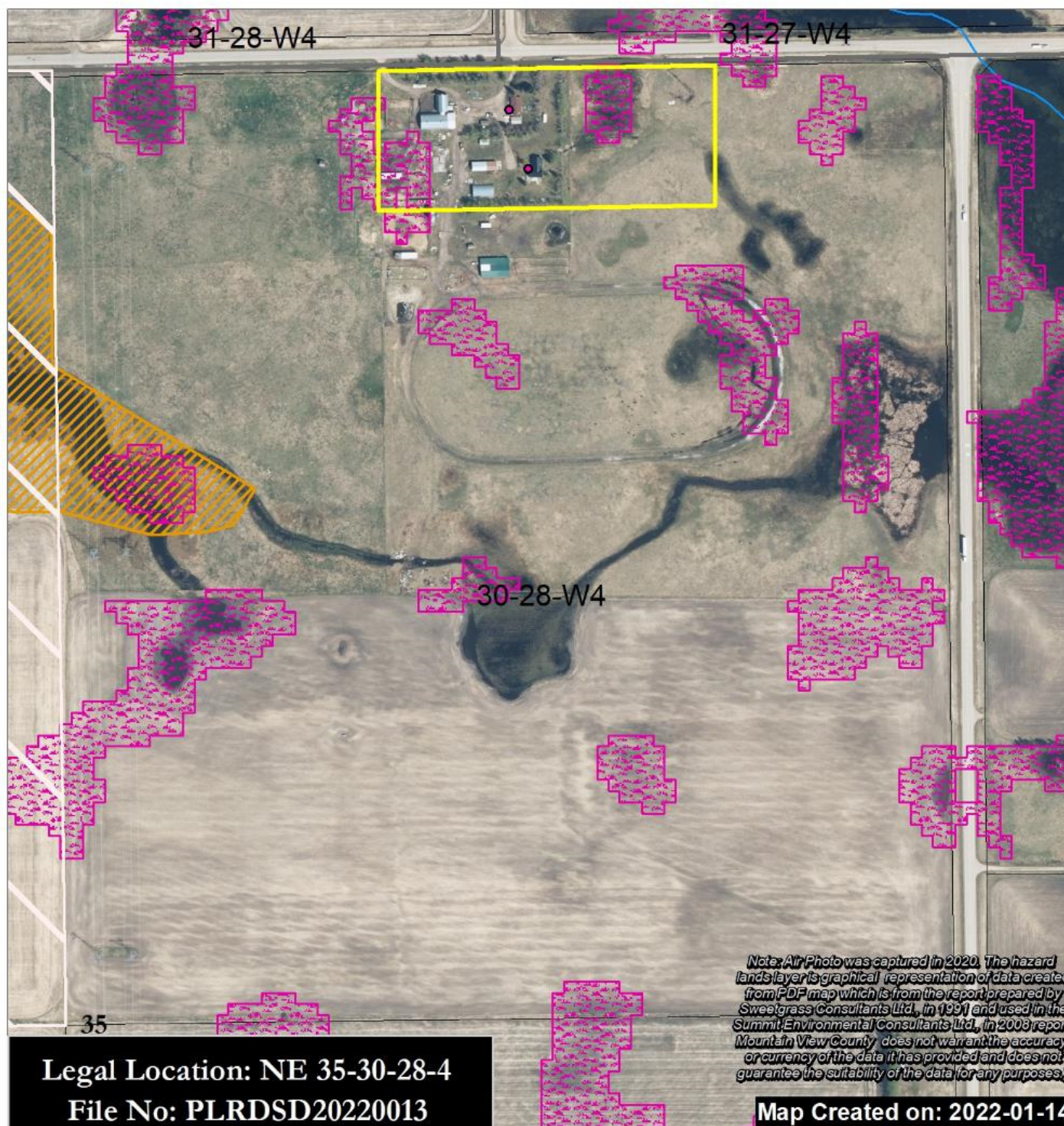
##### Nuisance Grounds

Landfills

Gravel Pits

Sewage Lagoons

CFO - NRCB Approved



Legal Location: NE 35-30-28-4  
File No: PLRDSD20220013

Map Created on: 2022-01-14



0 50 100  
Meters

Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator





## Mountain View COUNTY

### Well & Pipeline Facilities

#### Legend

- |  |   |
|--|---|
| Application Location                               | Rural Address                               |
| Gas Plants, Battery Sites, etc. <all other values> | Gas Processing Plant                        |
| Wells  | Proposed Redesignation Subdivision Boundary |
| Altalink Powerline Buffer (30m)                    | TC Energy Notification Zone 200m            |
| TC Energy Notification Zone 750m                   | Subject Land                                |
- 
- | Pipelines          |                       |
|--------------------|-----------------------|
| <all other values> | <b>SUBST_A</b>        |
| CRUDE OIL          | FRESH WATER           |
| FUEL GAS           | HVP PRODUCTS          |
| LVP PRODUCTS       | MISCELLANEOUS LIQUIDS |
| NATURAL GAS        | OIL WELL EFFLUENT     |
| SALT WATER         | SOUR NATURAL GAS      |
| UNKNOWN            |                       |



0 125 250 500 Meters

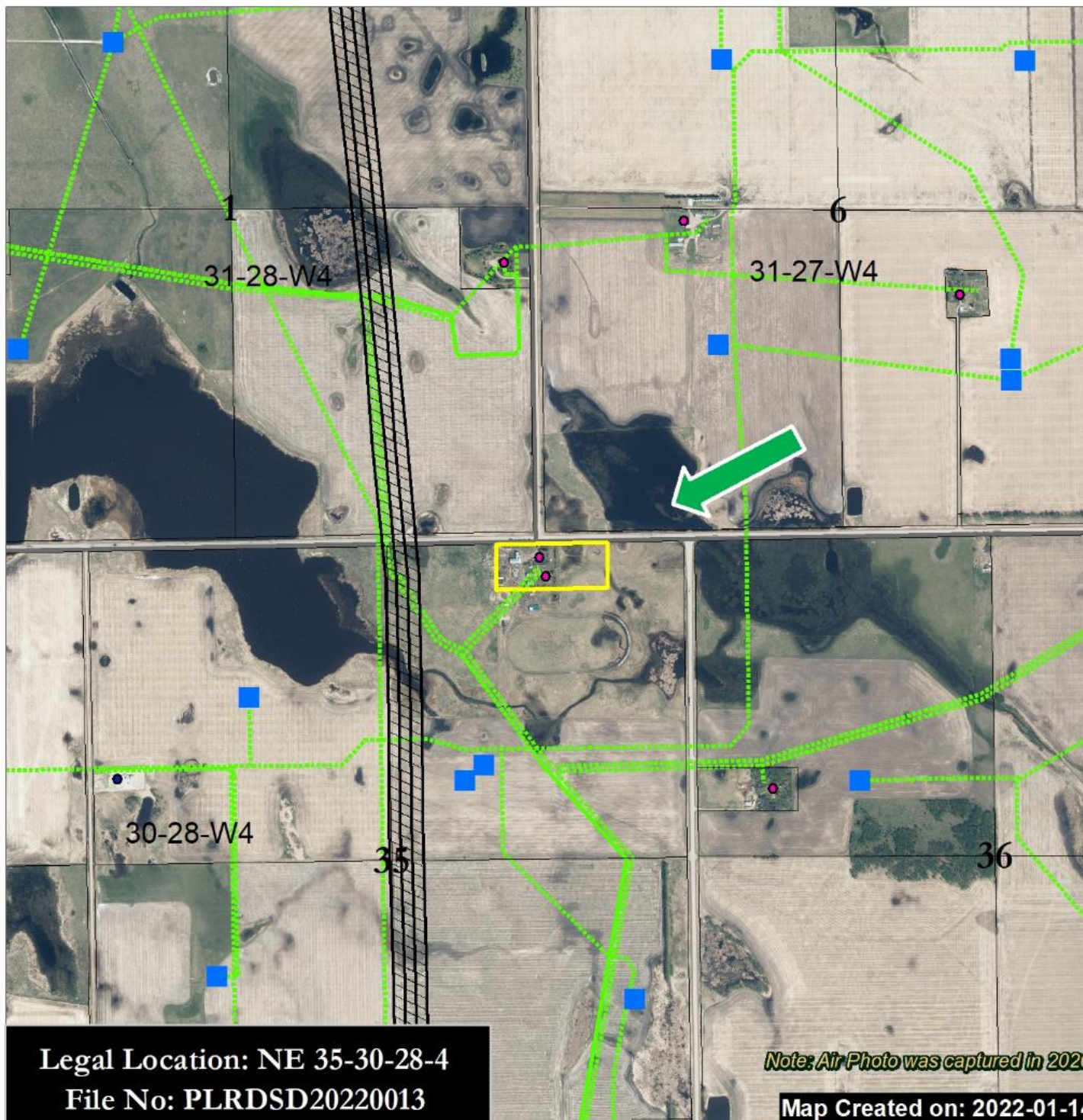
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Mountain View County

NAD 1983 CSRS 10TM\_AEP\_Forest

Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review its Attribute Table or Contact AER

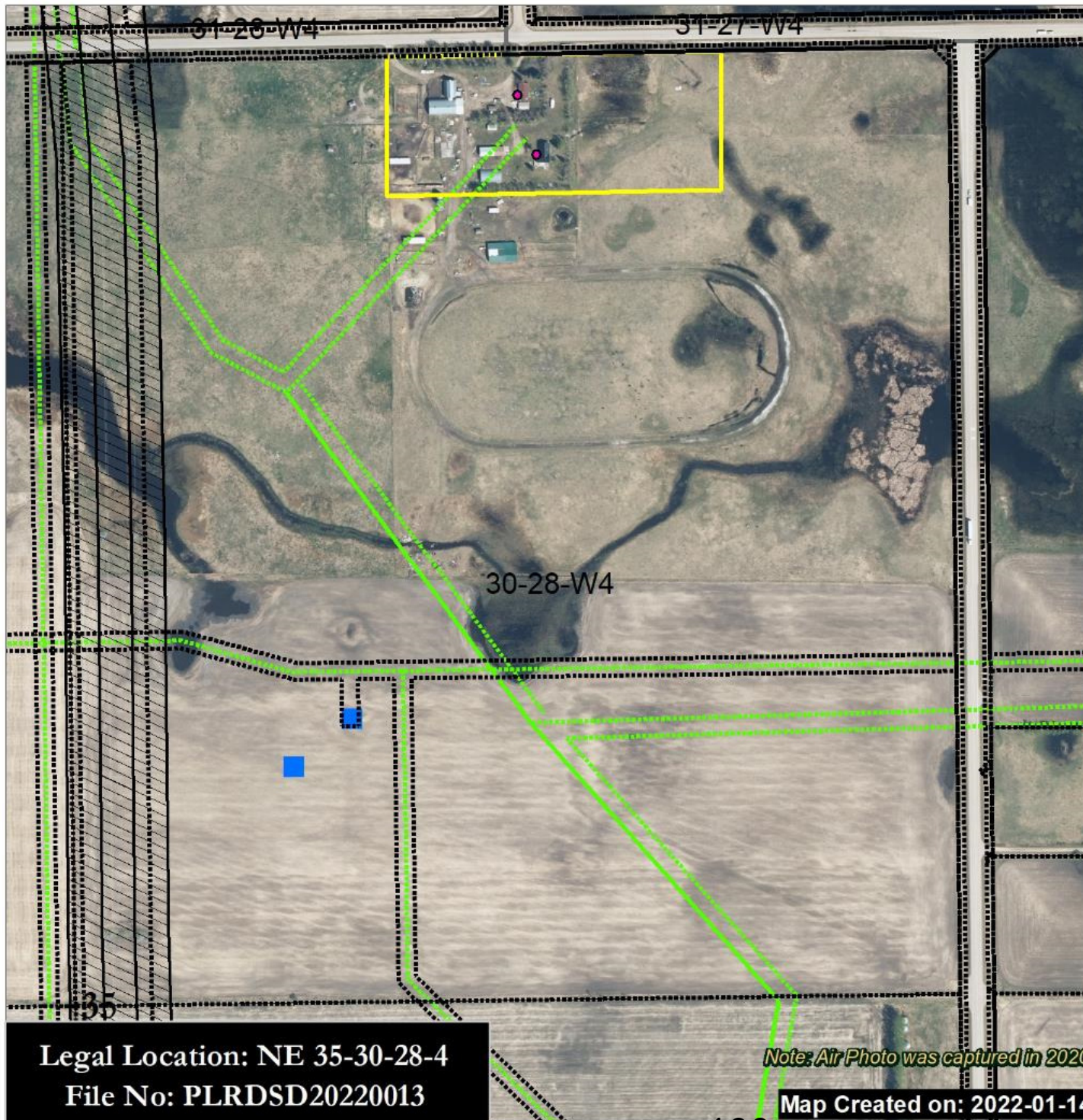


Legal Location: NE 35-30-28-4  
File No: PLRDS20220013

Note: Air Photo was captured in 2020

Map Created on: 2022-01-14





## Mountain View COUNTY

### Well & Pipeline Facilities

#### Legend

- |   |                          |
|---|--------------------------|
| ● Application Location                            | <b>Pipelines</b>         |
| ● Rural Address                                   | ■ ■ ■ <all other values> |
| ● Gas Plants, Battery Sites, etc.                 | <b>SUBST_A</b>           |
| ● <all other values>                              | ■ CRUDE OIL              |
| ■ Gas Processing Plant                            | ■ FRESH WATER            |
| ■ Wells   | ■ FUEL GAS               |
| ■ Proposed Redesignation                          | ■ HVP PRODUCTS           |
| ■ Subdivision                                     | ■ LVP PRODUCTS           |
| ■ Boundary  | ■ MISCELLANEOUS LIQUIDS  |
| ■ Altalink Powderline Buffer (30m)                | ■ NATURAL GAS            |
| ■ Cadastre Parcel Linework with Right of Way Info | ■ OIL WELL EFFLUENT      |
|   | ■ SALT WATER             |
|   | ■ SOUR NATURAL GAS       |
|   | ■ UNKNOWN                |



Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review  
its Attribute Table or Contact AER





## Mountain View COUNTY

### Topography & Water

#### Legend

- Application Location
- Contours - 5m
- Rivers and Creeks**
- Unclassified
- mvc Stream Class**
- Activity Restrictions
- No Activity Restrictions
- Proposed Redesignation Subdivision Boundary
- ➔ Subject Land

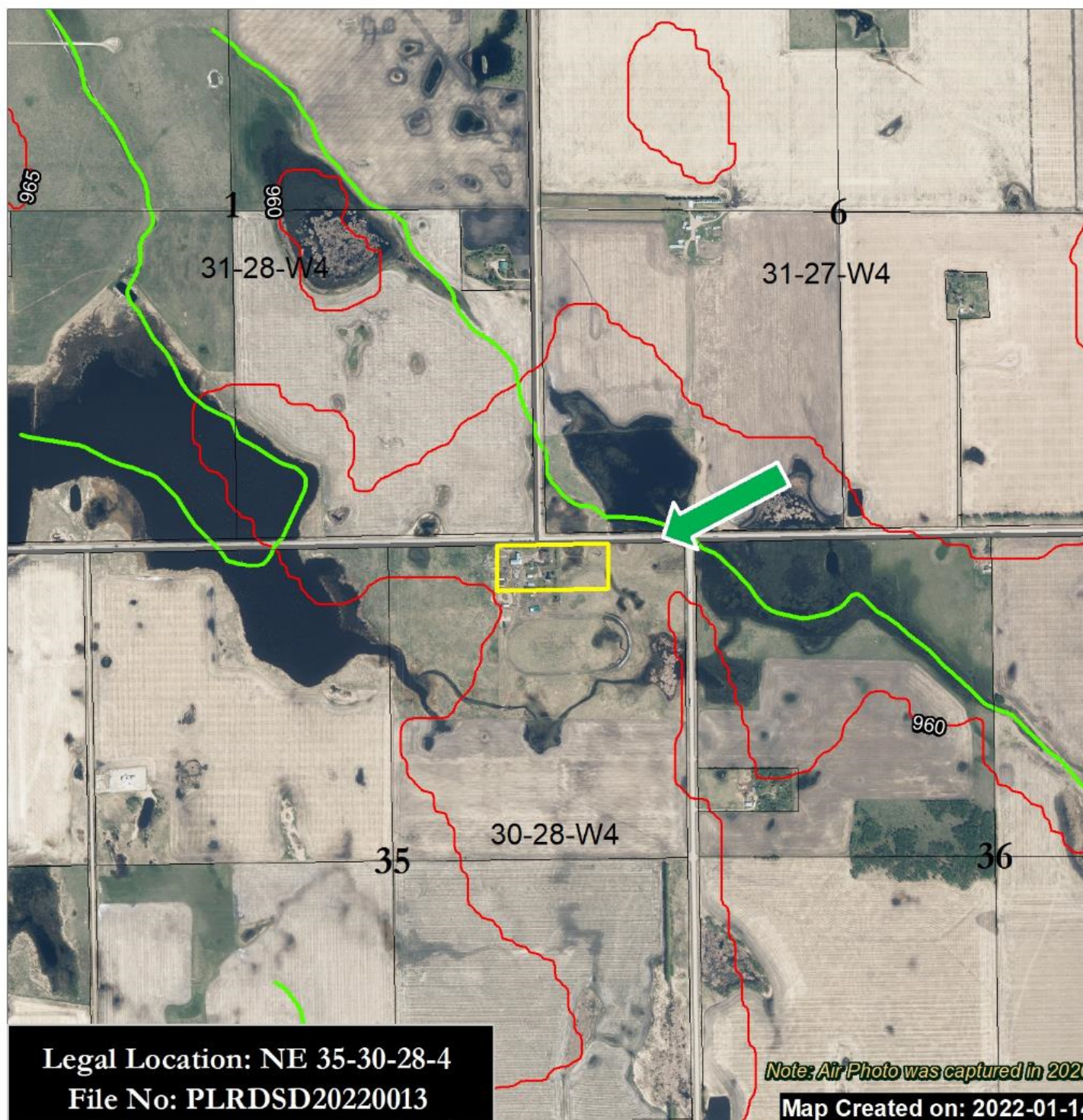


0 125 250 500 Meters

Scale: 1:15,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator







**Mountain View**  
COUNTY

## Topography & Water

### Legend

- Application Location
- Contours - 5m
- Rivers and Creeks**
- Unclassified
- mvc Stream Class**
- Activity Restrictions
- No Activity Restrictions
- Proposed Redesignation Subdivision Boundary



Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator



Legend

- MVC Primary Secondary Highway
- County Towns and Village
- Parcels (PGIS)
- SD Applications
  - <all other values>
  - SD - Approved
  - SD - Closed
  - SD - Conditionally Approved
  - SD - Endorsed
  - SD - Endorsed Closed
  - SD - Expired Application
  - SD - Refused
  - SD - Under Review
  - SD - Withdrawn
- Section Number Grid
- Canada Land Inventory - Soils
  - 1
  - 2
  - 3
  - 4
  - 5
  - 6
  - 7
  - 8
- Township Grid

355.6 0 177.80 355.6 Meters

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
© Mountain View County

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

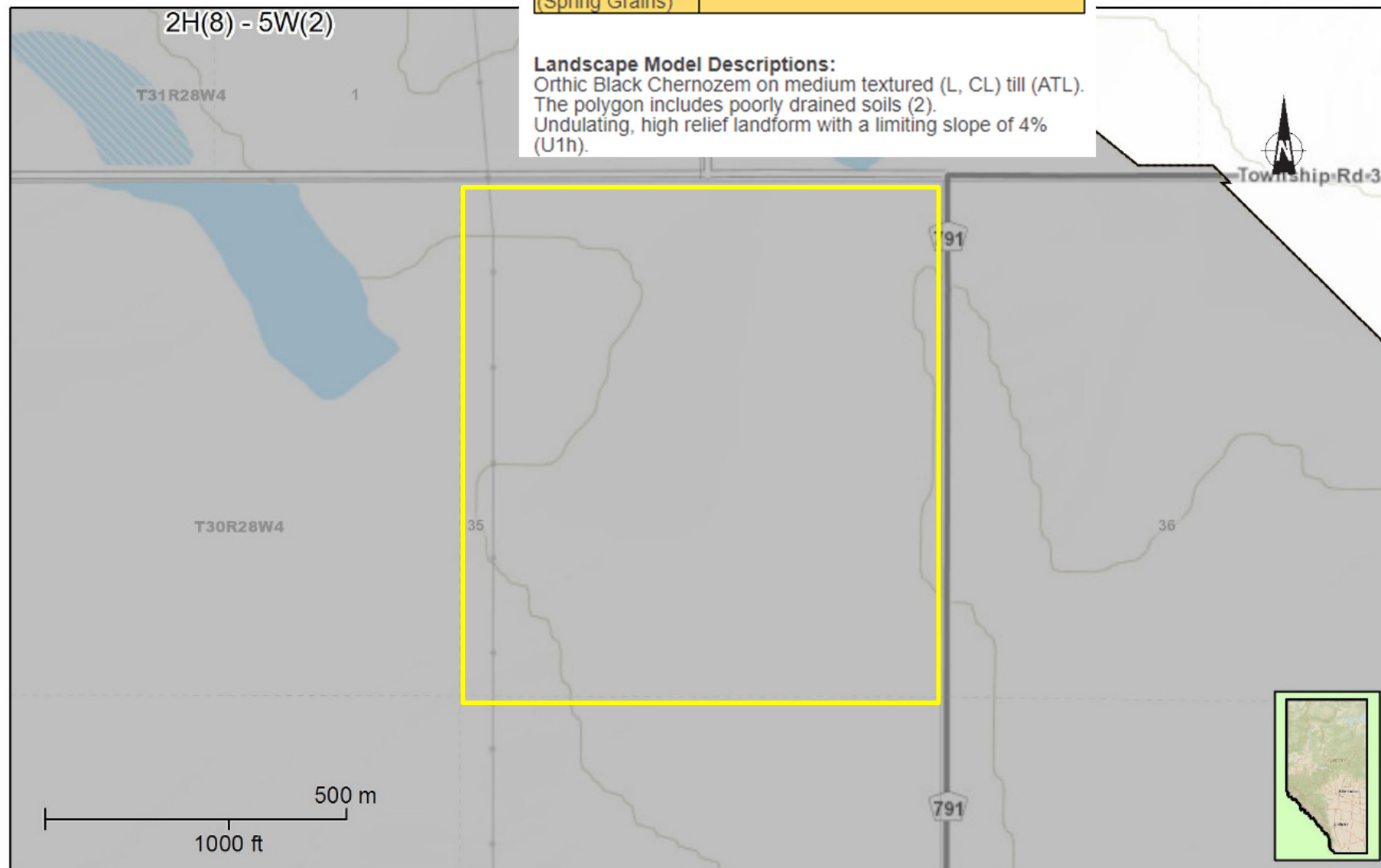
Not responsible for errors or omissions

Variable	Value
POLY ID	12848
Map Unit Name	ATL2/U1h
Landform	U1h - undulating - high relief
LSRS Rating (Spring Grains)	2H(8) - 5W(2)

2H(8) - 5W(2)

**Landscape Model Descriptions:**

Orthic Black Chernozem on medium textured (L, CL) till (ATL).  
The polygon includes poorly drained soils (2).  
Undulating, high relief landform with a limiting slope of 4% (U1h).



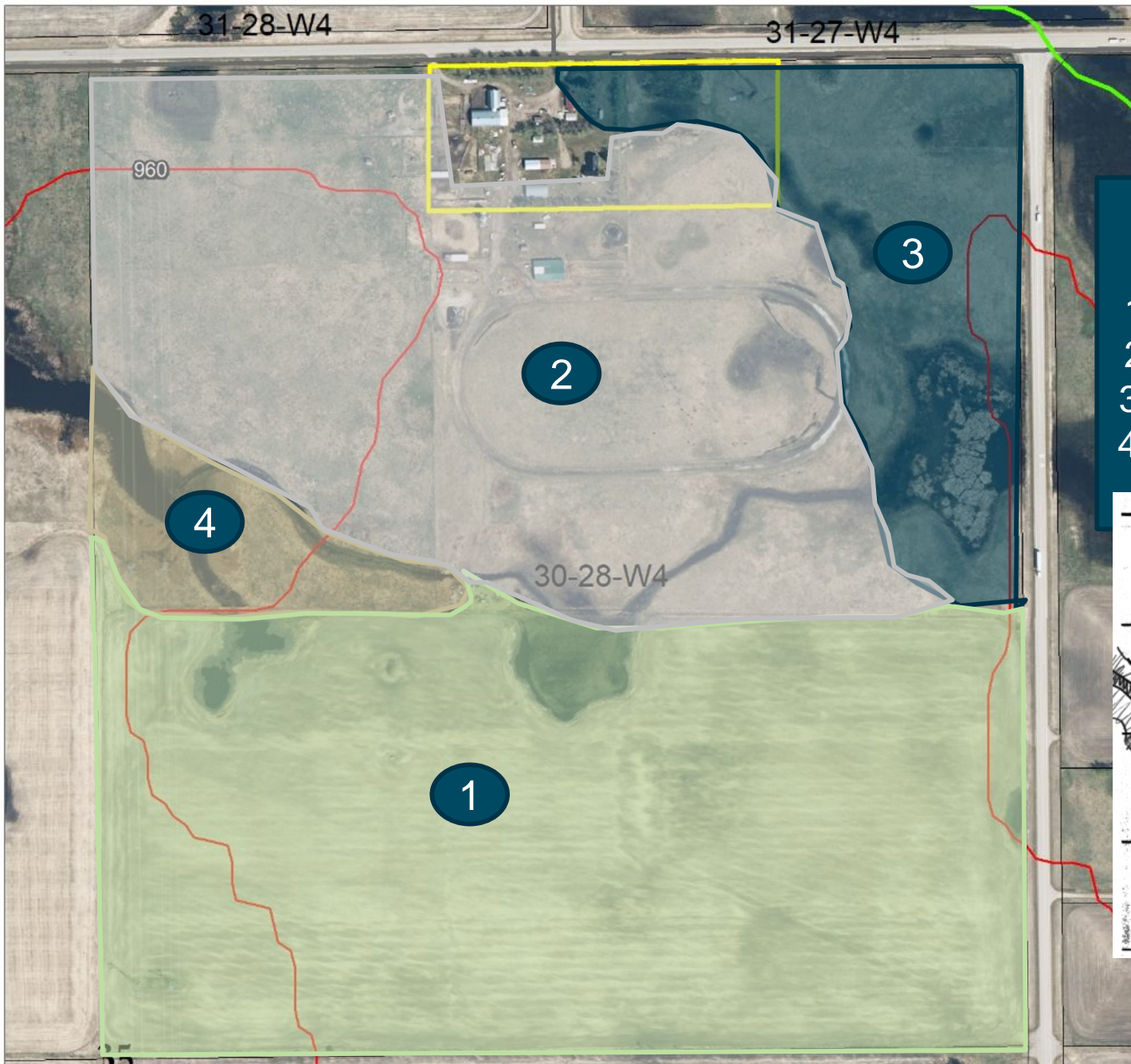
January 21, 2022

Soil Landscape Polygons

Scale 1:9,028  
1 inch = 752.33 feet  
1 cm = 90.28 metres  
Map centre at latitude +51.616°N and longitude -113.832°E

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community  
Alberta Agriculture and Forestry and Agriculture and Agri-Food Canada  
Government of Alberta, Alberta Open Government Licence

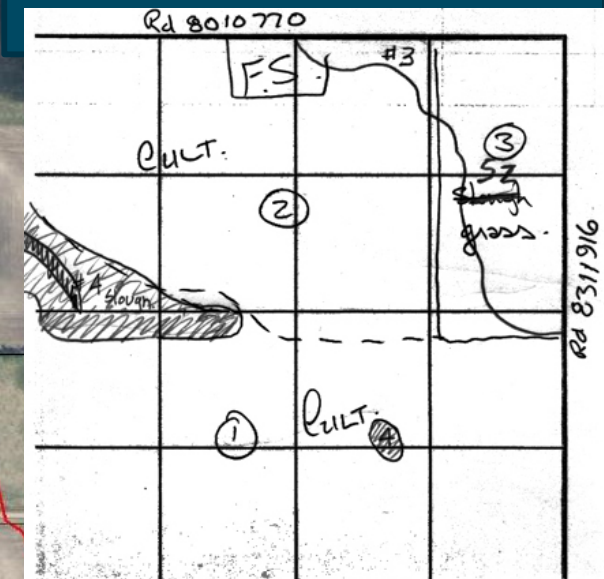




**Mountain View  
COUNTY**

### Farmland Calculation

- 1 Dryland Arable— 85.4 %
- 2 Dryland Arable— 80.5 %
- 3 Dryland Arable — 42.6 %
- 4 Dryland Pasture— 18.0%



Scale: 1:5,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

**Legal Location: NE 35-30-28-4  
File No: PLRDSD20220013**

*Note: Air Photo was captured in 2020*

**Map Created on: 2022-01-14**





## Mountain View COUNTY

### Site Dimension

#### Legend

- |   |                         |
|---|-------------------------|
| ● Application Location                      | <b>Pipelines</b>        |
| ● Rural Address                             | --- <all other values>  |
| <b>Gas Plants, Battery Sites, etc.</b>      | <b>SUBST_A</b>          |
| ● <all other values>                        | — CRUDE OIL             |
| Gas Processing Plant                        | — FRESH WATER           |
| Wells                                       | — FUEL GAS              |
| Proposed Redesignation Subdivision Boundary | — HVP PRODUCTS          |
| Altalink Powerline Buffer (30m)             | — LVP PRODUCTS          |
| Streetlights - Fortis                       | — MISCELLANEOUS LIQUIDS |
| Power Poles - Fortis                        | — NATURAL GAS           |
|   | — OIL WELL EFFLUENT     |
|   | — SALT WATER            |
|   | — SOUR NATURAL GAS      |
|   | — UNKNOWN               |



Scale: 1:2,500

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest

Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review its Attribute Table or Contact AER

Map Created on: 2022-01-14





East site lines along Twp. Rd. 310



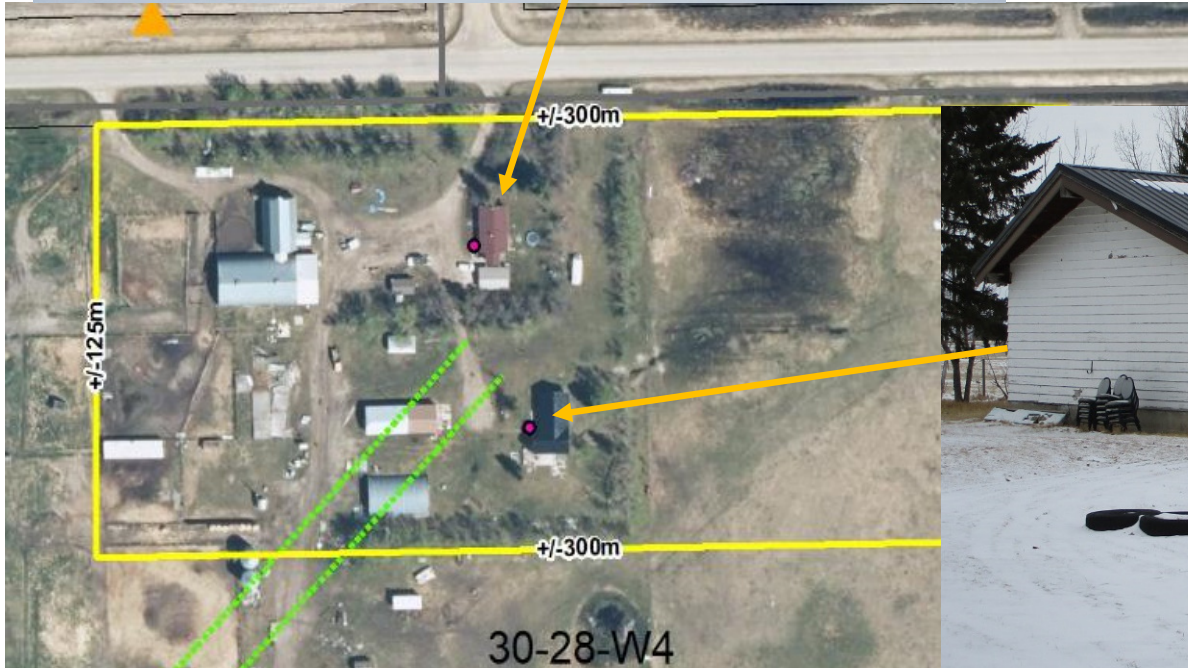
West site lines along Twp. Rd. 310







Dwellings within parcel







Accessory buildings within parcel







Western approach



Western boundary





Eastern pasture area



# Administrative Position

The Planning and Development Department supports Approval for PLRDSD20220013, within the NE 35-30-28-W4M for the following reasons:

1. The proposal complies with MDP policies and LUB regulations
2. No objections or concerns were received during the referral of the application.
3. The area is deemed suitable for the proposed use.



March 23, 2022

Via email

Jacob Goldman  
Sun Alta

Dear Jacob:

This letter confirms an appointment for you to meet with County Council at **1:00 p.m., Wednesday, May 11, 2022**, in Council Chambers at 1408 Twp. Rd. 32.0, Didsbury, Alberta to discuss. As per County Bylaw #21/07 presentations should be kept to five (5) minutes in length, however, an extension of time may be granted by the Chair.

If you have information that could be included with the meeting agenda we would need to receive it prior to May 4, 2022 or you could e-mail a copy of any PowerPoint presentation to [lmcmillan@mvcountry.com](mailto:lmcmillan@mvcountry.com) prior to May 9, 2022.

If you require additional information to assist with your presentation, please feel free to contact me.

We look forward to your presentation.

Sincerely,

Laura McMillan  
Executive Assistant

/lmc

pc     Reeve A. Aalbers  
       Jeff Holmes, Chief Administrative Officer





# *Mountain View County*

Council Presentation

May 11, 2022

SunAlta Power  
McDougal Solar Project

Progress Review

Jacob Goldmann  
*Partnerships Manager*



**Mountain View**  
C O U N T Y

## About SunAlta Power

**Our Purpose:** To create an innovative and integrated platform that enables active participation of communities and businesses in the transition to a decentralized low-carbon utility system.

**Our Mission:** SunAlta Power is focused on facilitating economically viable renewable energy projects through the integration of:

- Technical and commercial expertise in solar PV energy project development;
- Innovative financing models and aggregation of a portfolio of small-to-medium sized generating assets;
- Low-cost supply chains and project construction strategies that can be replicated;
- Technology enablers that improve project performance; and
- Strategic partnerships and platforms that facilitate the active participation of communities, businesses and citizens in a decentralized low-carbon utility system.

**Our Vision:** Establish a network of high performing decentralized renewable energy generation assets that deliver economic benefits through effective partnerships and contribute to a low carbon future.

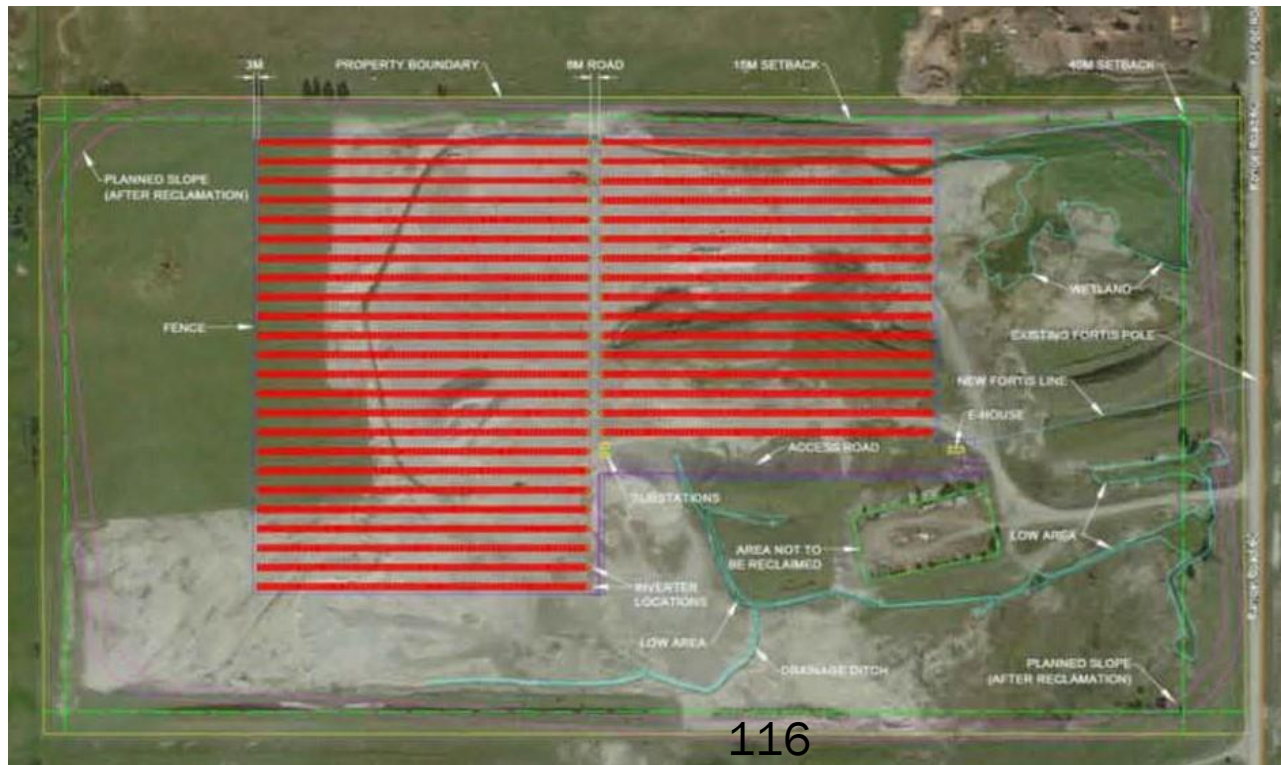




**Mountain View**  
COUNTY

## Preliminary Project Description

- Repurposed ~50 acres of the McDougal Gravel Pit
- Rated Capacity 5+ MW
- 30-years+ Project Lifetime
- Lifetime Electricity Production 315,000+ MWh
- Lifetime Avoided GHG Emissions 100,000+ tCO<sub>2</sub>e



116



SunAlta Power





**Mountain View**  
C O U N T Y

## Project Development Progress

- ✓ Municipal Development Agreement
- ✓ Front-End Engineering Design (FEED) Analysis
- ✓ High Level DFO (Fortis Alberta) Study
- ✓ Alberta Environment and Parks Referral Letter

## Remaining Development Activities

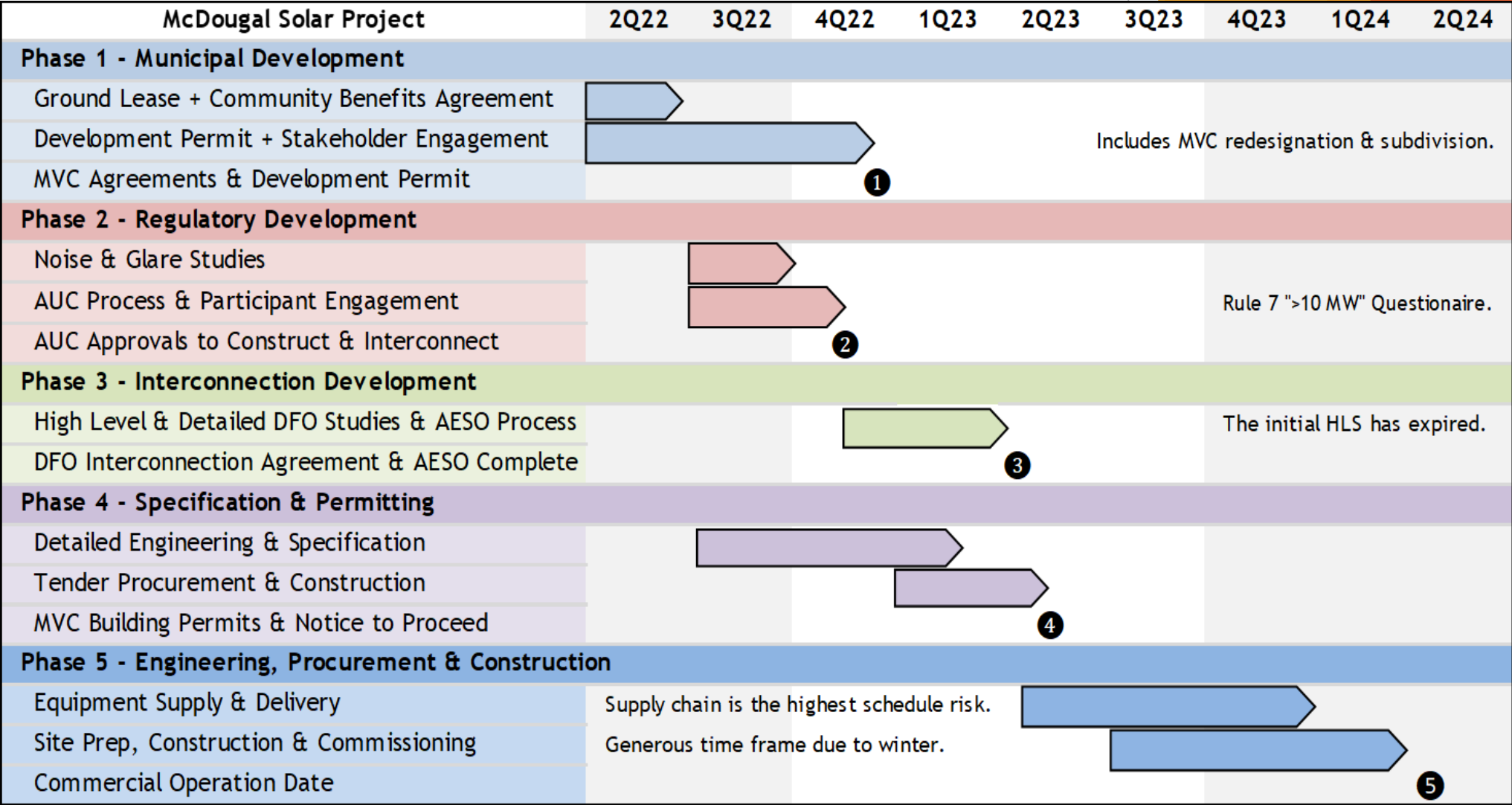
- Stakeholder Consultation
- MVC Ground Lease / Community Benefits Agreements
- Subdivision & Development Permit
- Detailed DFO Study & Interconnection Agreement
- Noise & Glare Studies
- AUC Approvals
- Detailed Engineering & Specification
- Building Permits
- Award Procurement & Construction Contracts





**Mountain View**  
C O U N T Y

# Project Schedule





**Mountain View**  
C O U N T Y

## Summary of Recommendations

We anticipate the likely key schedule gates being (a) the overarching McDougal property redevelopment process and (b) Project equipment supply given global conditions.

We recommend an accelerated schedule of development immediately focused as follows:

- Negotiate & Agree for Council Review & Approval
  - Leasehold acreage subject to confirmation in the subdivision/development process
  - Lease and Community Benefits Agreements
  - Schedule and process for municipal permitting
- Develop the Stakeholder Consultation plan







**Mountain View**  
C O U N T Y

Thank You

SunAlta Power Inc.

416 48<sup>th</sup> Avenue SW

Calgary, AB T2S 1E2

Contact

Kyle Fawcett, Managing Director

[k.fawcett@sunaltapower.com](mailto:k.fawcett@sunaltapower.com)

403.617.8969

Jacob Goldmann, Partnerships Manager

[jp.goldmann@sunaltapower.com](mailto:jp.goldmann@sunaltapower.com)

403.903.4386



## Request for Decision

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada T0M 0W0  
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754  
www.mountainviewcounty.com

SUBJECT: Bylaw No. LU 15/22  
SUBMISSION TO: Council Meeting  
MEETING DATE: May 11, 2022  
DEPARTMENT: Planning and Development Services  
FILE NO.: PLRDS20220069  
LEGAL: NE 17-32-4-5

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MANAGER: HM  
DIRECTOR: MB PREPARER: RP  
LEGAL/POLICY REVIEW:  
FINANCIAL REVIEW:

### ADMINISTRATIVE POSITION:

That Council give first reading to Bylaw No. LU 15/22 redesignating the lands within the NE 17-32-4-5 as contained in the agenda package.

That Council set the Public Hearing for Bylaw No. LU 15/22 redesignating the lands within the NE 17-32-4-5 for June 08, 2022, at or after 9:00 a.m.

### BACKGROUND / PROPOSAL:

To redesignate an approximate five point seven five (5.75) acres from Agricultural District (A) to Residential Farmstead District (R-F).

#### Application Overview:

Applicant	KC44 VENTURES INC. c/o Larry Koop
Property Owner	KC44 VENTURES INC. c/o Larry Koop
Title Transfer Date	December 09, 2021
Existing Parcel Size	156.97 acres
Purpose of redesignation	The applicant would like to subdivide the existing residential site from the quarter and keep the remaining agricultural land for their farming operations.
Division	6
Rural Neighbourhood/Urban Centre	Bergen

#### Key Dates, Communications, and Information:

Application Submitted	February 16, 2022
Application Circulation Period	March 07, 2022, to April 06, 2022
Supportive Information Requested/Submitted	None
Application Revised from Submission	No
Communications Received from Referrals	<u>AltaLink</u> : No response received. <u>Chinook's Edge School Division</u> : No response received. <u>Environmental Public Health</u> : No response received. <u>EQUS</u> : No objections. <u>Fortis Alberta</u> : No easement is required. <u>Foothills Gas Co-op Ltd</u> : Conditionally approved the proposed subdivision with standard conditions. <u>Natural Resources Conservation Board (NRCB)</u> : There is a CFO within NW 8-32-4-5. The Minimum Distance Separation (MDS) from this CFO

	<p>to a residence on agricultural zoned land is 881 m. The MDS to a residence on residential zoned land is 1,175m.</p> <p><u>Sundre Fire Department</u>: No response received.</p> <p><u>TELUS Communications</u>: TELUS will require a Utility Right of Way as a Condition of Subdivision Approval.</p> <p><u>Loyal Energy (Canada) Operating Ltd</u>: No response received.</p> <p><u>Adjacent Landowners</u>: The operator of Grace Feedyards Ltd. within NW 8-32-4-5 outlined that there is a Confined Feeding Operation (CFO) within 0.5 miles of the proposed parcel. This CFO has a permit for 10,000 head of livestock (&gt;900 lbs.).</p>
Objections Received and Addressed	N/A

Applicable Directions, Policy and Regulations:

Intermunicipal Development Plan	Not within an IDP area.
Municipal Development Plan Bylaw No. 20/20	<p>According to Figure 3 Growth Management Conceptual Strategy, the subject quarter is mostly within the Potential Multi-Lot Residential Development Area.</p> <p><b>3.0 Agricultural Land Use Policies</b></p> <p>3.3.5 (a) The “first parcel out” of a previously unsubdivided quarter section may only be supported by the County for the creation of one additional parcel, subject to redesignation and subdivision application and the provisions of the Land Use Bylaw and the MDP.</p> <p>(b) A first parcel out subdivision within the Agricultural Preservation Area or the Potential Multi-Lot Residential Development Area shall be evaluated in accordance with section 3.0 of the MDP.</p> <p>3.3.8 All new titles created in an agricultural district for non-agricultural use, shall require a redesignation to the appropriate land use district and a concurrent subdivision application.</p> <p>3.3.9 Non-agricultural uses shall be directed to areas that minimize the impact on agricultural operations.</p> <p>3.3.10 A farmstead separation, considered a non-agricultural use, may be subdivided from a previously unsubdivided quarter section, where the farmstead has been in existence for a minimum of 10 years or more at the time of application.</p> <p>3.3.11 The maximum parcel size for farmstead separations should be 9 acres (3.64 ha) with a minimum parcel size of two (2) acres (0.81 ha). Larger lot sizes may be permitted when required for shelter belts, ancillary buildings, physical characteristics, and land required to provide physical access.</p> <p>3.3.12 Farmstead separation applications shall be considered a non-agricultural subdivision and therefore shall require redesignation to an appropriate land use district, and will be reviewed in accordance with the following criteria:</p> <ul style="list-style-type: none"> <li>(i) Demonstration that the Farmstead satisfies the definition of a Farmstead as contained in the Plan;</li> <li>(ii) The proposed parcel is a single parcel created from a previously unsubdivided quarter section;</li> <li>(iii) The proposed parcel is compact and limited in size to the original Farmstead as defined by physical characteristics, vegetation and shelter belts and such other land as required to provide physical access to the site and does not include cultivated farmland, pasture</li> </ul>



	<p>land or lands suitable for agricultural production as part of the remainder unless included within a shelter belt and the physically defined area of the farmstead. Fencing alone shall not constitute a physical defined area of the farmstead;</p> <p>(iv) Access to the proposed parcel is available via direct access or easement or panhandle road to a developed public roadway acceptable to the Municipality;</p> <p>(v) The balance of the quarter section is maintained as an agricultural land use;</p> <p>(vi) Where two (2) detached dwelling units exist on the proposed farmstead separation parcel, the County may consider redesignation and subdivision approval. At the Subdivision stage, the Approving Authority (Municipal Planning Commission or Administrative Subdivision and Development Approving Authority) may deem the additional dwelling legally nonconforming.</p> <p>3.3.15 Development of new Confined Feeding Operations (CFOs) shall not be supported within 1.6 km (1 mile) of any identified growth centre or an IDP with adjacent urban municipalities. Notwithstanding Figure 3's identification of the Agricultural Preservation Area and Potential Multi-Lot Residential Development Area and applicable policies, <u>redesignation and subdivision within an 800 metres radius surrounding a quarter section where an approved CFO is located may be considered and shall be limited to one (1) parcel out of a previously unsubdivided quarter section as a farmstead separation or an agricultural parcel.</u> New subdivision shall not be supported on the quarter section where an approved CFO is located.</p> <p><b>Farmstead:</b> An established residential site that previously contained or currently contains a dwelling and other improvements used in connection with the raising or production of crops, livestock or poultry, situated on the same land used in connection with the farming operations.</p>
Area Structure Plan (ASP)	The proposal is not in an area with an adopted ASP.
Land Use Bylaw No. 21/21	<p>11.1 <b>Agricultural District (A)</b>  <b>Purpose:</b> To accommodate and promote agriculture land uses on larger parcels while having regard for the rural, agricultural character of the area.  <b>Parcel Area:</b> Minimum 80.0 acres</p> <p>12.3 <b>Residential Farmstead District (R-F)</b>  <b>Purpose:</b> To accommodate a single residential parcel of land containing the farmstead from an unsubdivided quarter section. Agricultural uses may be accessory to the residential use.  <b>Parcel Area:</b> Minimum 2.0 ac; Maximum area deemed necessary to accommodate the farmstead.  <b>Dwelling Density:</b> The base density for all parcels shall be one (1) dwelling unit per parcel unless two approved detached dwellings existing on the farmstead and the Approving Authority deem the second dwelling legal non-conforming.</p>
Policy and Procedures	N/A

DISCUSSION:

Land Use and Development

Predominant land Use on property	The predominant land use within the subject quarter is agricultural. There is also a residential site and development related to oil and gas activity.																																	
Predominant development on property	<p>The proposal contains a mobile home (1992), a detached garage, a pump house, a shed, and a hip roof barn. There is also the original farmstead dwelling from the 1930s but the application states that this structure is to be removed.</p> <p>The balance of the quarter contains a hayshed. There is also an AltaLink power line that runs through the subject quarter.</p>																																	
Oil and gas facilities on property/adjacent	<p>Oil and gas facilities within the subject quarter consists of one abandoned development well and one oil well effluent pipeline, which has since been removed. These facilities are approximately 500 metres west of the proposal.</p> <p>Oil and gas facilities surrounding the subject quarter are concentrated in the quarter sections to the west (NW 17-32-4-5) and southwest (SW 17-32-4-5) are summarized in the table below:</p> <table><tr><th>Amount</th><th>Type of Facility</th><th>Facility Status</th></tr><tr><td>2</td><td>Natural Gas Pipeline</td><td>2 Discontinued;</td></tr><tr><td>12</td><td>Oil Well Effluent Pipeline</td><td>3 Operating; 9 Discontinued.</td></tr><tr><td>6</td><td>Fuel Gas Pipeline</td><td>5 Operating; 1 Discontinued.</td></tr><tr><td>1</td><td>LVP Products Pipeline</td><td>1 Discontinued;</td></tr><tr><td>3</td><td>HVP Products Pipeline</td><td>2 Operating; 1 Discontinued.</td></tr><tr><td>2</td><td>Sour Natural Gas Pipeline</td><td>2 Discontinued</td></tr><tr><td>1</td><td>Crude Oil Pipeline</td><td>1 Operating</td></tr><tr><td>5</td><td>Saltwater Pipeline</td><td>3 Operating; 1 Discontinued; 1 Abandoned;</td></tr><tr><td>11</td><td>Development Well</td><td>1 Pumping; 3 Suspended; 4 Abandoned; 1 Water Disposal; 2 Water Injection</td></tr><tr><td>2</td><td>Battery Site</td><td>1 Active; 1 Operating;</td></tr></table> <p>The closest facility from the neighbouring quarters is a discontinued natural gas pipeline located approximately 150 metres north of the proposal.</p>	Amount	Type of Facility	Facility Status	2	Natural Gas Pipeline	2 Discontinued;	12	Oil Well Effluent Pipeline	3 Operating; 9 Discontinued.	6	Fuel Gas Pipeline	5 Operating; 1 Discontinued.	1	LVP Products Pipeline	1 Discontinued;	3	HVP Products Pipeline	2 Operating; 1 Discontinued.	2	Sour Natural Gas Pipeline	2 Discontinued	1	Crude Oil Pipeline	1 Operating	5	Saltwater Pipeline	3 Operating; 1 Discontinued; 1 Abandoned;	11	Development Well	1 Pumping; 3 Suspended; 4 Abandoned; 1 Water Disposal; 2 Water Injection	2	Battery Site	1 Active; 1 Operating;
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Surrounding land uses	<p>The subject quarter is predominantly surrounded by agricultural zoned land and 15 residential sites. Three of the neighbouring quarter sections are currently unsubdivided, two have two titles and three have three titles. There are also five residential zoned lots within the surrounding quarters.</p> <p>The quarter to the west (NW 17-32-4-5) has 4.99 acres that is zoned Country Residential District (R-CR) in the quarter's southeast corner. This area had been a bare residential lot that was approved for subdivision in February 2000. This land was later consolidated back into the quarter through PLRDSD20180109, which was approved for subdivision through the Appeal Process with the Municipal Government Board (MGB file No. S18/MOUN/CO-034), to become one lot of approximately 86.46 acres with both Agricultural District (A) and Country Residential District (R-CR) zoning.</p>																																	
Proximity to utilities	The proposal contains an established residential site with existing utilities.																																	

#### Physical and Natural Features

Waterbodies and wetlands on property	There is an unclassified creek located along the west portion of the quarter. This creek appears to be seasonal and is over 420 metres west of the proposal.
--------------------------------------	--

Topographical constraints on property	The west portion of the subject quarter is more elevated and generally slopes down to the east. According to AGRASID's Land Suitability Rating System, the landform model for most of the quarter is considered <i>undulating, low relief</i> . The east portion of the quarter, including the proposal area, has a landform model that is considered <i>undulating, high relief</i> .
ESA areas and classifications	There are no ESAs that have been identified within or surrounding the subject quarter. The closest ESA is located over 1.5 kilometres to the east.
Drainage and Soil Characteristics	<p>According to Canada Land Inventory (CLI) data, the subject quarter contains mostly Class 4 soils with some Class 3 soils along the quarter's east and southeast boundaries. The proposal contains both Class 3 and Class 4 soils.</p> <p>According to AGRASID, the soils within the subject quarter are rated 3H. This means the soils have moderate limitations due to a lack of heat units. The soils are considered well drained.</p> <p>According to the Farmland Field Sheet, the subject quarter contains soils with four varying levels of productivity. The majority of the quarter contains soils that have Farmland Assessment Ratings (FARs) that range from 46.5% to 63.0%. The least productive soils have a FAR of 11.0% and surround the unclassified creek and treed area along portions of the quarter's western and northern boundaries.</p>
Potential for Flooding	There appears to be no risk for flooding.

#### Planning and Development History

Prior RD/SD/DP Applications	None
Encumbrances on title affecting application	<p>6682ID: Road widening that has been already taken along the easterly portion of the quarter.</p> <p>734BM: Uncancelled portion of roadway, along the southerly portion of the quarter.</p>

#### Servicing and Improvements Proposed

Water Services	The proposal contains an established residential site with an existing water well.
Sewer Services	The proposal contains an established residential site with existing septic system.
Stormwater/Drainage Improvements	No improvements proposed.
Solid Waste Disposal	No improvements proposed.

Suitability Assessment: Site assessment evaluation to be done at time of Public Hearing.

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#### OPTIONS / BENEFITS / DISADVANTAGES:

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#### ATTACHMENT(S):

- 01 - Bylaw No. LU 15/22 and Schedule "A"
- 02 - Growth Management Conceptual Strategy Figure 3
- 03 - Location, Land Use, Ownership & Circulation Map
- 04 - Application Site Sketch
- 05 - Aerial Photographs
- 06 - Soils Information Maps
- 07 - Circulation Response from Grace Feedyards Ltd.
- 08 - Circulation Response from NRCB
- 09 - Map Showing Minimum Distance Separation from CFO



BYLAW NO. LU 15/22

Being a Bylaw of Mountain View County in the Province of Alberta to amend Land Use Bylaw No. 21/21 affecting NE 17-32-4-5 pursuant to the Municipal Government Act.

---

The Council of Mountain View County, duly assembled, enacts that Bylaw No. 21/21 be amended as follows:

To redesignate from Agricultural District (A) to Residential Farmstead District (R-F) an approximate five point seven five (5.75) acres (2.33 hectares) in the Northeast (NE) Quarter of Section seventeen (17), Township thirty-two (32), Range four (4), West of the fifth (5<sup>th</sup>) Meridian, as outlined on Schedule "A" attached hereto.

Received first reading \_\_\_\_\_,

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date of Signing





## Mountain View COUNTY

### Growth Management Conceptual Strategy Figure 3

#### Legend

- Highway
- County Collector Network (CCN)
- Special Policy Area:
  - Highway 2/27 (Concept Plans Required)
- Growth Centres (ASP's / Concept Plans Required)
- Economic Nodes (ASP's / Concept Plans Required)
- Towns/Village
- IDPs
- Agricultural Preservation Area
- Potential Multi-Lot Residential Development Area

\*Adapted from the Canada Land Inventory Class 1,2 & 3 soils; AGRASID's Land Suitability Rating System (LSRS) Class 2 & 3 as the 1st Dominant or Co-Dominant; as well as Environmentally Significant Areas (ESA) are shown shaded. Boundaries are not exact and boundaries must be confirmed or corrected from municipal assessment maps and field investigation.\*

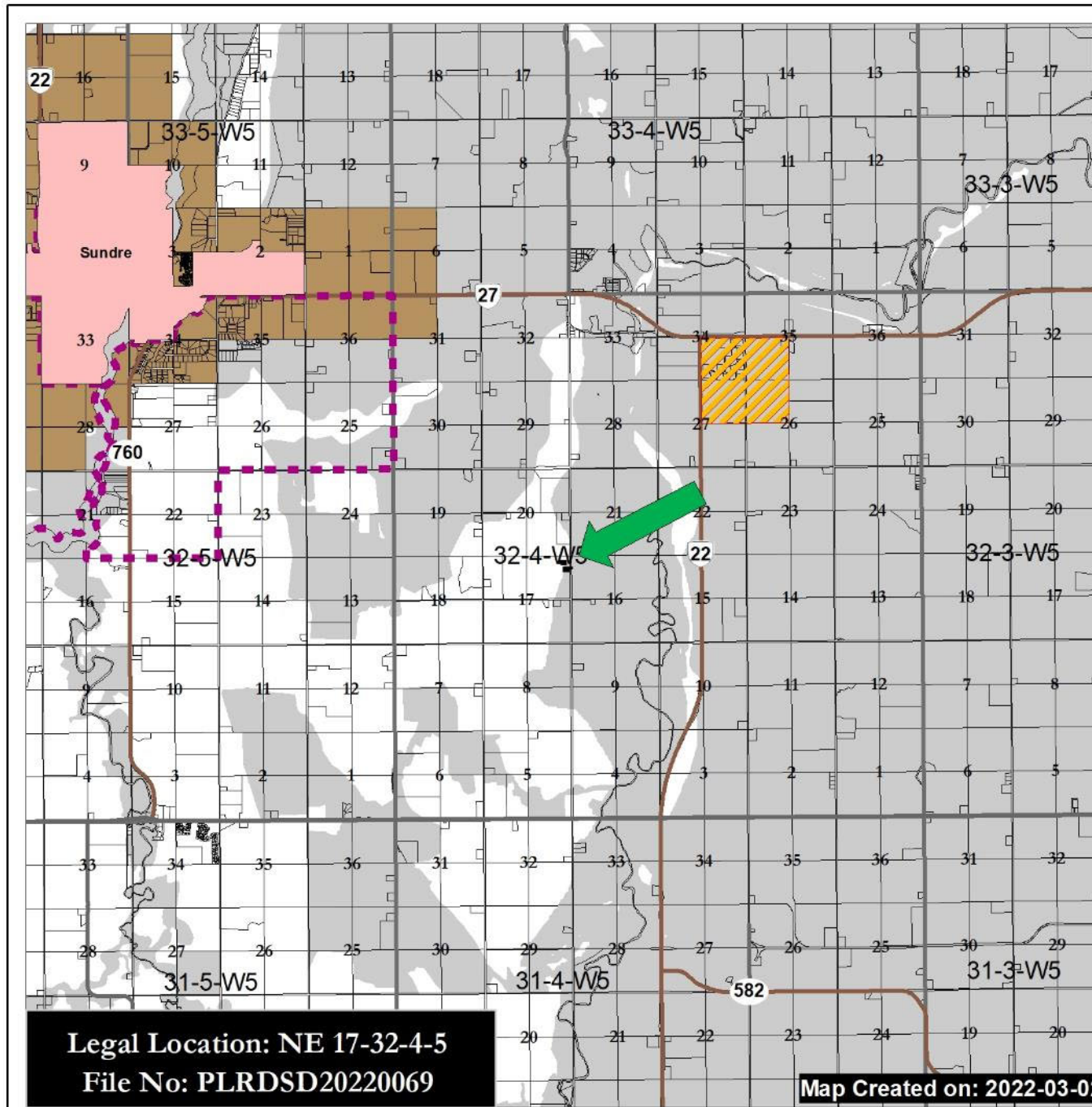


0 750 1,500 3,000 4,500 Meters

Scale: 1:100,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse Mercator







# Mountain View COUNTY

## Location, Land Use, Ownership & Circulation

### Legend

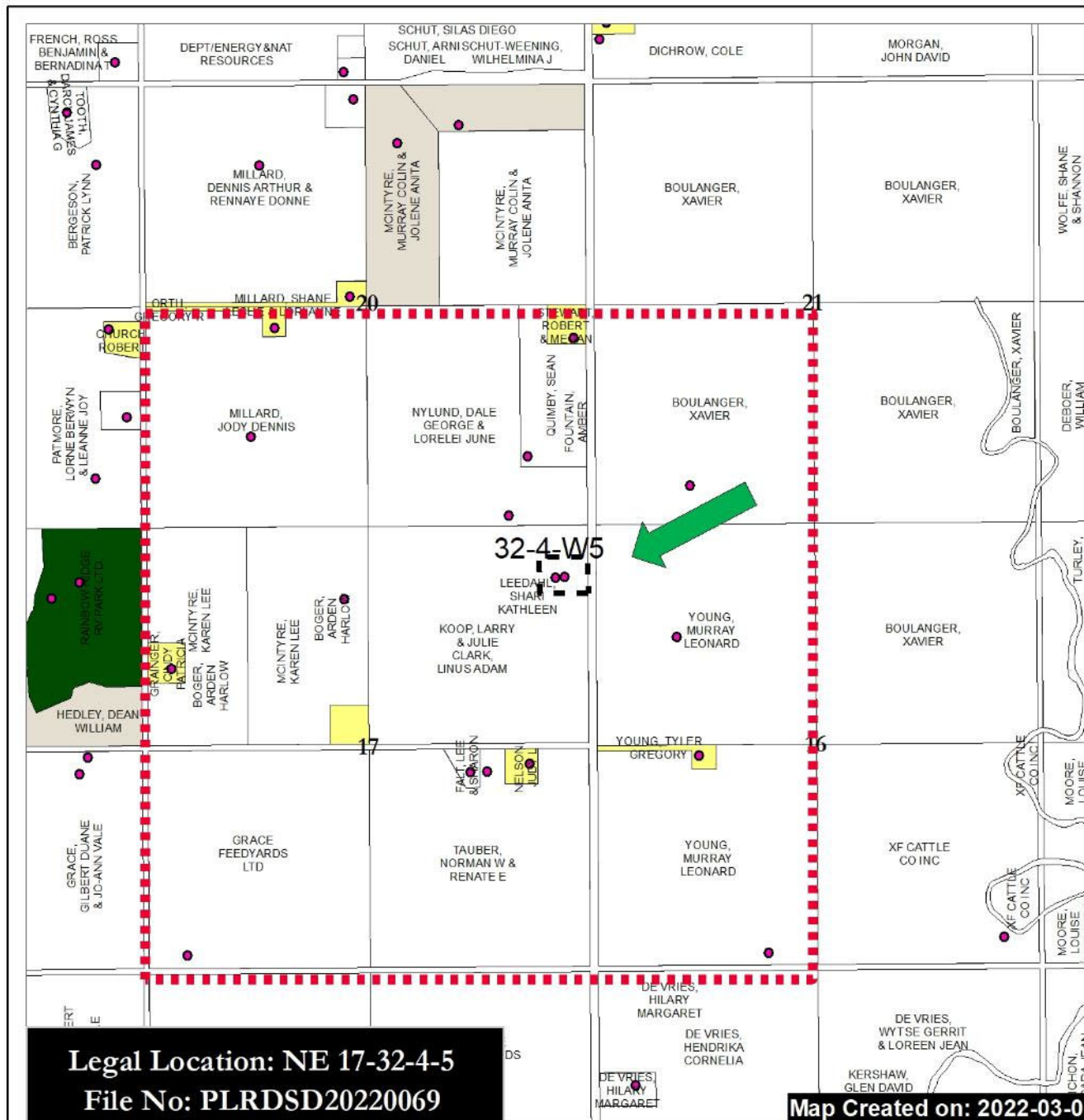
- Rural Address
- Proposed Redesignation
- Subdivision Boundary
- Land Use Zoning**
  - Agricultural District (A)
  - Agricultural (2) District (A(2))
  - Country Residential District (R-CR)
  - Country Residential (1) District (R-CR1)
  - Residential Farmstead District (R-F)
  - Local Commercial District (C-LC)
  - Business Park District (I-BP)
  - Heavy Industrial District (I-HI)
  - Aggregate Extraction/Processing District (AEP)
  - Parks and Conservation District (P-PC)
  - Parks and Recreation District (P-PR)
  - Parks and Comprehensive Recreational District (P-PCR)
  - Institutional, Educational and Cultural District (S-IEC)
  - Airport District (S-AP)
  - Direct Control
- Subject Land
- Landowners Circulated



0 250 500 1,000 Meters

Scale: 1:20,000

Mountain View County  
NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator



Legal Location: NE 17-32-4-5  
File No: PLRDSD20220069

Map Created on: 2022-03-02

### PROPOSED REDESIGNATION/SUBDIVISION SKETCH

The Site Plan **must** include all of the following information (if applicable) in order for it to be considered complete:

- ☐ Location, dimensions, and boundaries of the entire property and of the portion of the property to be redesignated/subdivided;
- ☐ Location and dimensions of existing buildings and structures on the property, including distances from property lines. Identify buildings that will be demolished or moved;
- ☐ Location and names of proposed and existing roadways, driveways and road approaches;
- ☐ Location of existing wells and septic systems;
- ☐ Location and description of natural site features such as steep slopes, water bodies or courses, woodlots and shelterbelts;
- ☐ Location and description of man made site features such as drainage ditches, wells and private sewage disposal systems, gravel working, etc.;
- ☐ Location, dimensions and boundaries of proposed lot boundaries and rights-of-way (if applicable).



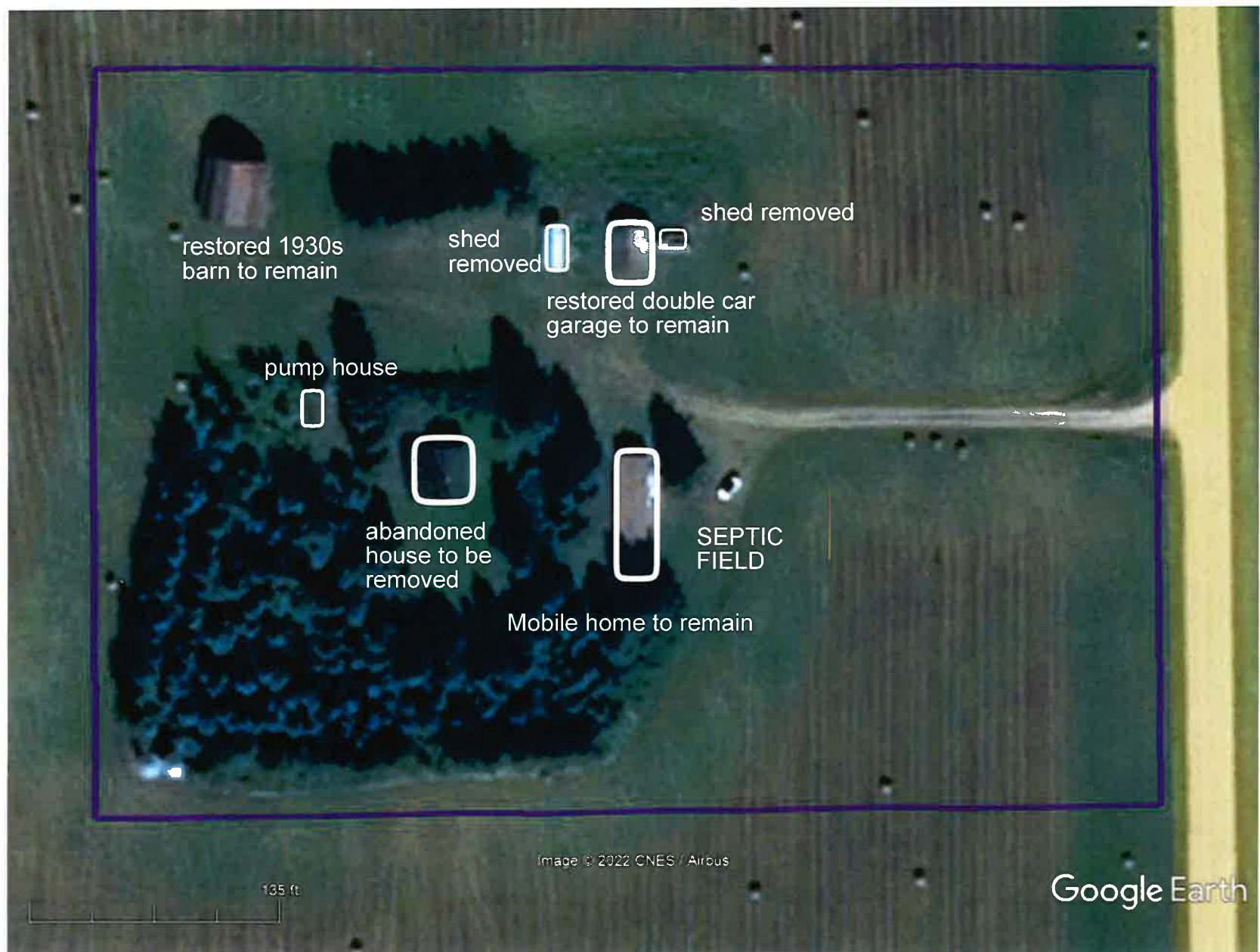
The below square may be used to represent a ¼ Section



Indicate name of ROAD if applicable	
<div style="position: relative; height: 400px;"> <div style="position: absolute; left: 10px; top: 50%; transform: translateY(-50%); transform-origin: left top; white-space: nowrap;">ROAD</div> <div style="position: absolute; left: 20%; top: 30%;"> <p>ABANDONED WELL SITE</p> </div> <div style="position: absolute; left: 45%; top: 45%;"> <p>HAY SHED</p> </div> <div style="position: absolute; left: 10%; bottom: 10%;"> <p>LEASE ROAD</p> </div> <div style="position: absolute; left: 65%; top: 15%; border: 2px solid black; padding: 5px; transform: rotate(5deg);"> <p>SEE DETAILS ATTACHED</p> </div> <div style="position: absolute; left: 40%; bottom: 10%; transform: rotate(-15deg);"> <p>SEE ADDITIONAL DETAILS ATTACHED</p> </div> </div>	<div style="position: relative; height: 400px;"> <div style="position: absolute; right: 10px; top: 50%; transform: translateY(-50%); transform-origin: right top; white-space: nowrap;">ROAD</div> <div style="position: absolute; right: 10%; bottom: 10%; transform: rotate(-90deg); transform-origin: right bottom;"> <p>RANGE RD 44</p> </div> </div>
Indicate name of ROAD if applicable	
<p>TOWNSHIP RD 322A</p>	











**Mountain View  
COUNTY**

## Topography & Water

### Legend

- Application Location
- Contours - 5m
- Rivers and Creeks
  - Unclassified
  - mvc Stream Class
  - Activity Restrictions
  - No Activity Restrictions
- ▭ Proposed Redesignation Subdivision Boundary
- ➔ Subject Land

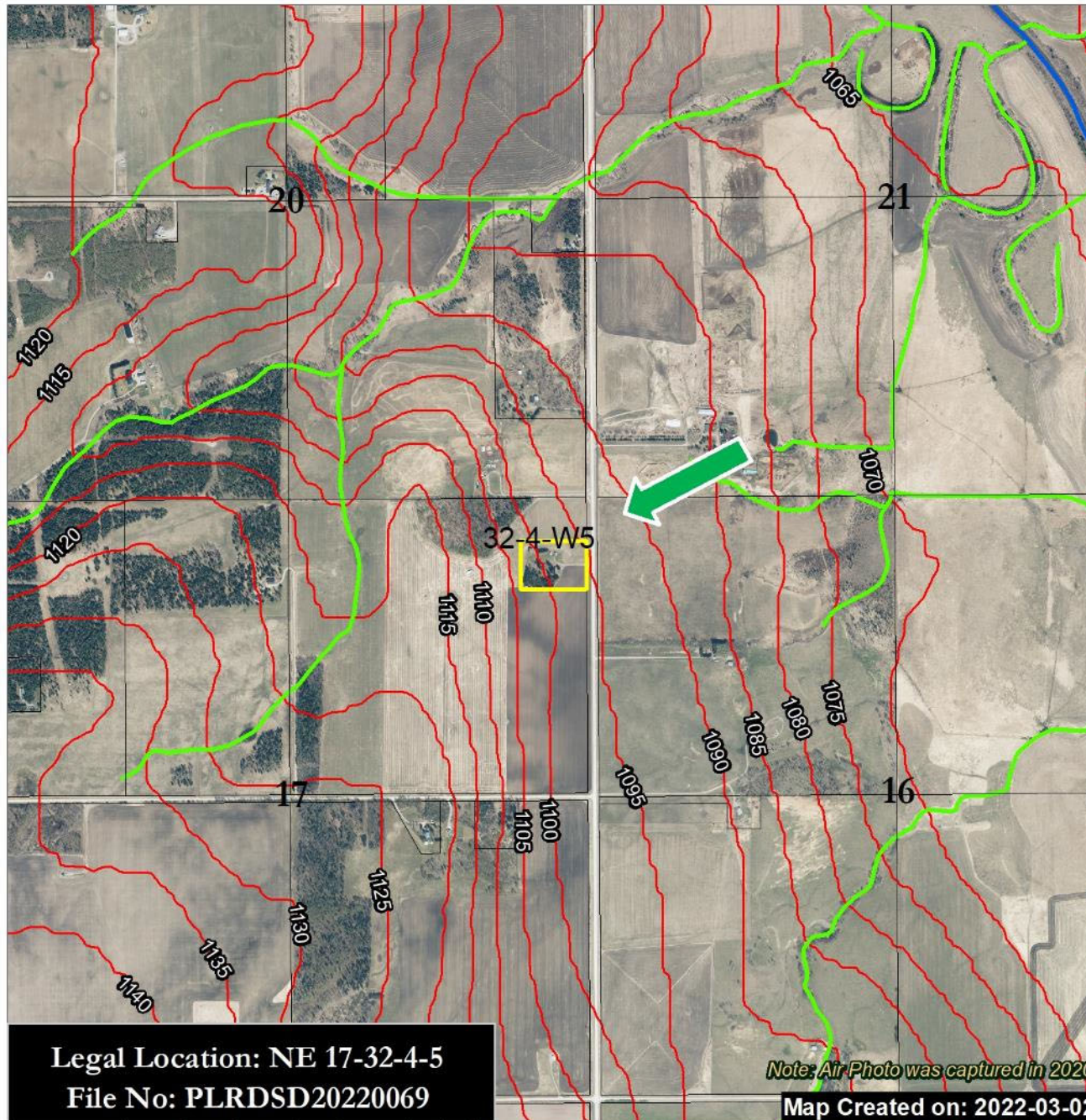


0 125 250 500 Meters

Scale: 1:15,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator







## Mountain View COUNTY

### Environmental Scan

#### Legend

- Floodway
- Flood Fringe
- Environmental Scan
  - Rivers and Creeks
  - Floodplain
  - Aeolian Deposit
  - Wetlands
  - Colonial Nesting Bird Range
  - Provincial ESA (2014)
- Environmentally Significant Areas
  - ESA\_number
    - 1 (Very High)
    - 2 (High)
    - 3 (Moderate)
    - 4 (Low)
  - Alberta Merged Wetland
    - Bog
    - Fen
    - Marsh
    - Open Water
    - Swamp
- Conservation Easement (Legacy Land Trust Society)
- Rural Address
- Proposed Redesignation Subdivision Boundary
- Growth Centres
- Historical Resources
  - <all other values>
  - a-Archaeological Resources
  - a, p
  - h-Historical Sites
  - p-Paleontological Resources
- Nuisance Grounds
  - Landfills
  - Gravel Pits
  - Sewage Lagoons
  - CFO - NRCB Approved
- Subject Land

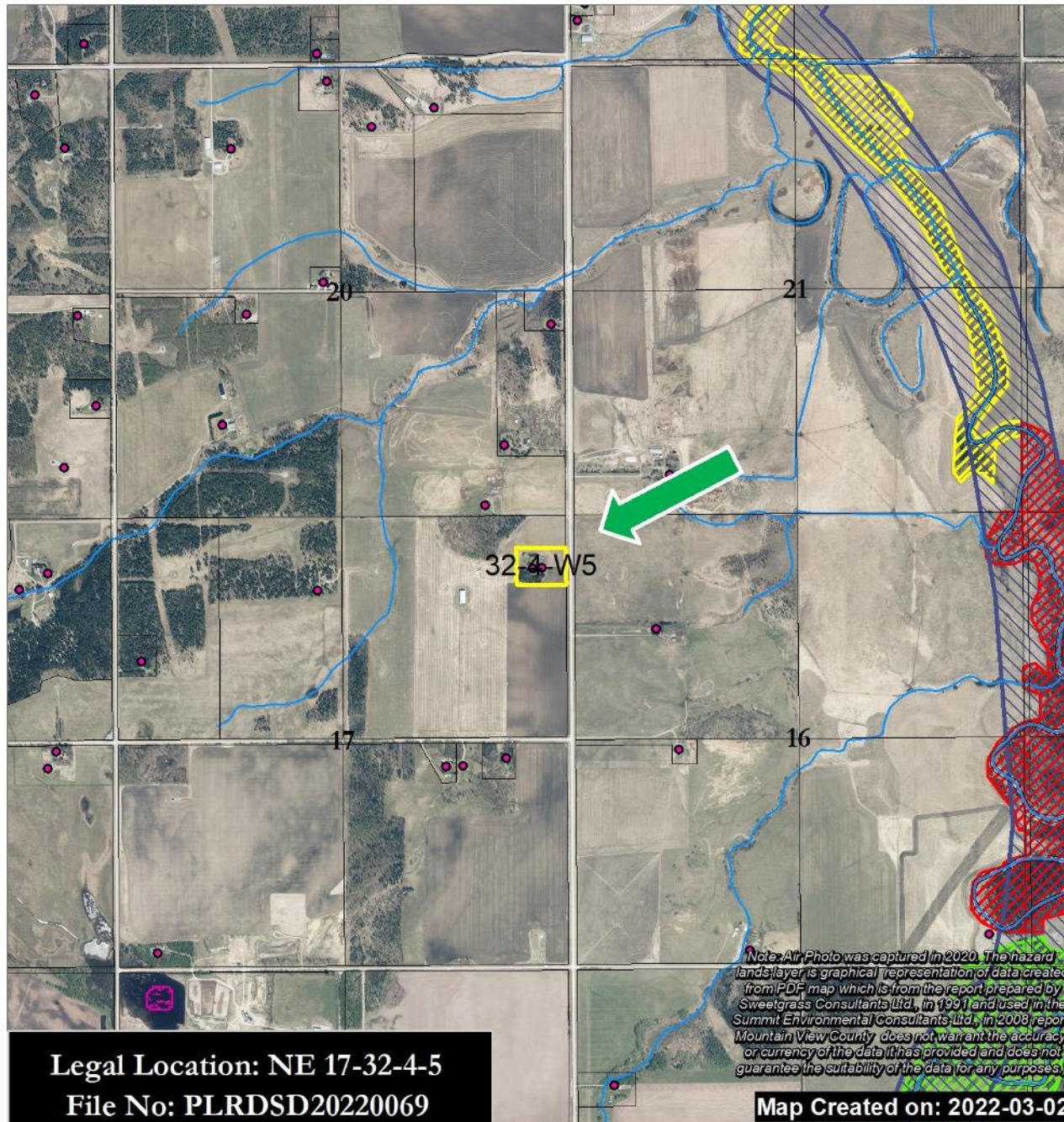


0 50 100 200 300 400 500 600 700 800  
Meters

Scale: 1:20,000

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator



Legal Location: NE 17-32-4-5  
File No: PLRDSD20220069

Map Created on: 2022-03-02





## Mountain View COUNTY

### Well & Pipeline Facilities

#### Legend

- |  |   |
|--|---|
| Application Location                               | Rural Address                               |
| Gas Plants, Battery Sites, etc. <all other values> | Gas Processing Plant                        |
| Wells  | Proposed Redesignation Subdivision Boundary |
| Altalink Powerline Buffer (30m)                    | TC Energy Notification Zone 200m            |
| TC Energy Notification Zone 750m                   | Subject Land                                |
- 
- | Pipelines          |                       |
|--------------------|-----------------------|
| <all other values> | <b>SUBST_A</b>        |
| CRUDE OIL          | FRESH WATER           |
| FUEL GAS           | HVP PRODUCTS          |
| LVP PRODUCTS       | MISCELLANEOUS LIQUIDS |
| NATURAL GAS        | OIL WELL EFFLUENT     |
| SALT WATER         | SOUR NATURAL GAS      |
| UNKNOWN            |                       |

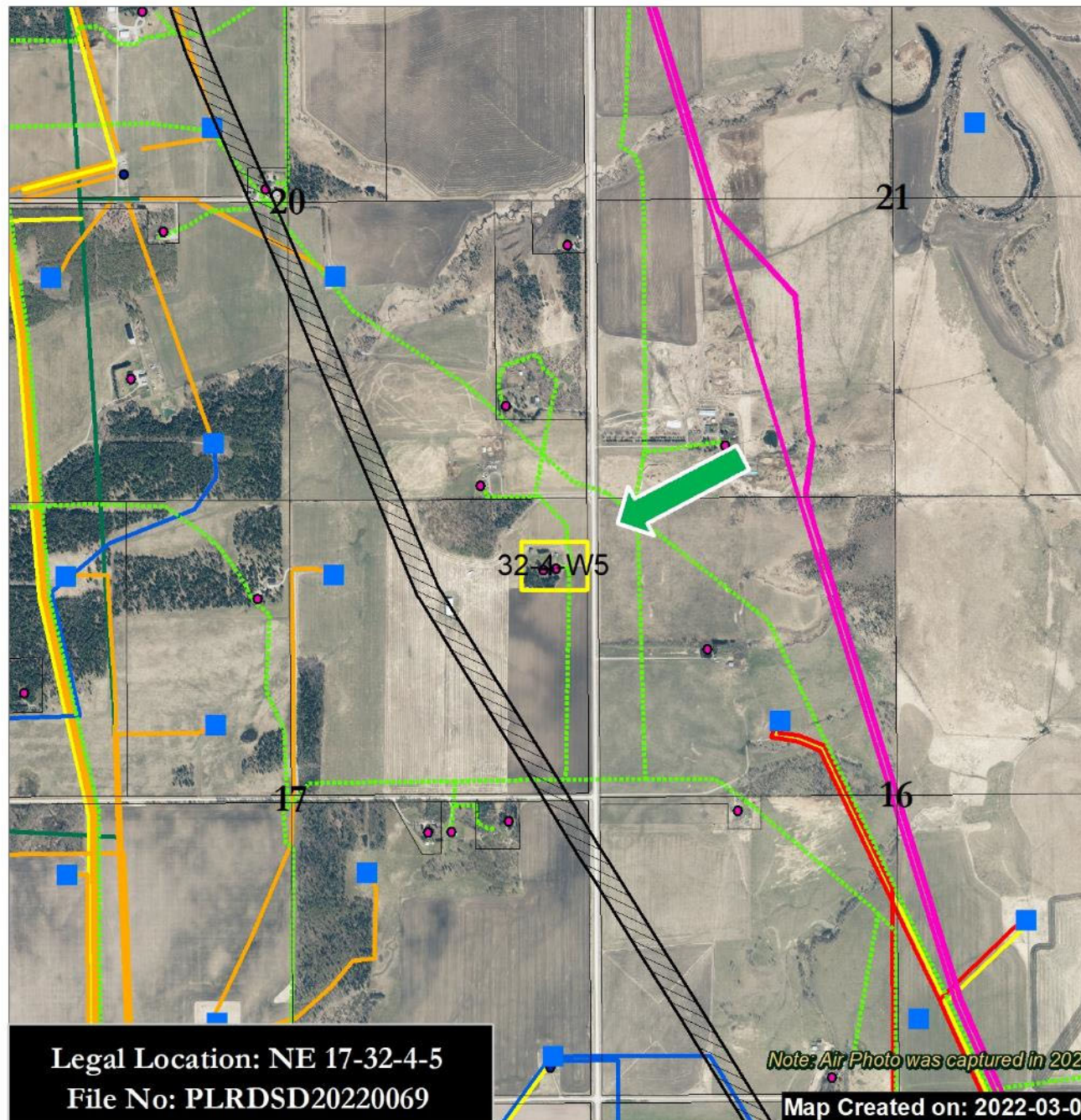


0 125 250 500 Meters

Scale: 1:15,000  
Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review  
its Attribute Table or Contact AER







# Mountain View COUNTY

## Site Dimension

### Legend

- |                                 |                       |
|---------------------------------|-----------------------|
| Application Location            | Pipelines             |
| Rural Address                   | SUBST_A               |
| Gas Plants, Battery Sites, etc. | CRUDE OIL             |
| <all other values>              | FRESH WATER           |
| Gas Processing Plant            | FUEL GAS              |
| Wells                           | HVP PRODUCTS          |
| Proposed Redesignation          | LVP PRODUCTS          |
| Subdivision Boundary            | MISCELLANEOUS LIQUIDS |
| Altalink Powerline              | NATURAL GAS           |
| Buffer (30m)                    | OIL WELL EFFLUENT     |
| Streetlights - Fortis           | SALT WATER            |
| Power Poles - Fortis            | SOUR NATURAL GAS      |
|                                 | UNKNOWN               |



Scale: 1:1,500

Mountain View County

NAD\_1983\_CSRS\_MTM\_AEP\_Forest

Projection: Transverse\_Mercator

NOTE: For Exact Wells Classification review its Attribute Table or Contact AER

32-4-W5

+/-131m

+/-177.59m

+/-177.59m

+/-131m

Legal Location: NE 17-32-4-5

File No: PLRDSD20220069

Note: Air Photo was captured in 2020

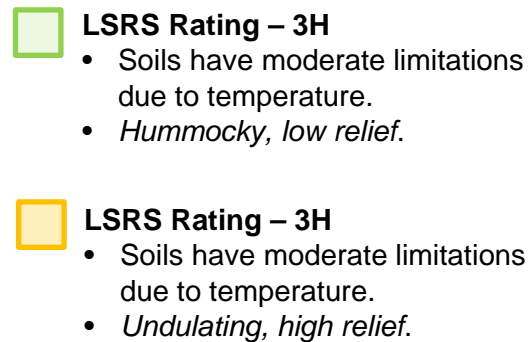
Map Created on: 2022-03-02

# Soil Information Mapping

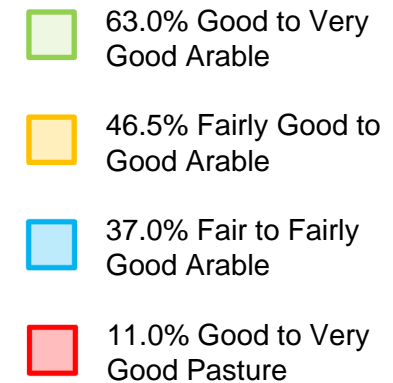
## Canada Land Inventory



## AGRASID Data



## Farmland Field Sheet





**Grace Feedyards Ltd.**

Box 192  
Sundre, Alberta  
T0M 1X0  
(587)444-0118

March 10, 2022

**Mountain View County  
PO Bag 100  
Didsbury, Alberta  
T0M 0W0**

**RE; Proposed Redesignation and subdivision  
File No: PLRDSD20220069  
Applicant: KC44 Ventures INC. c/o Larry Koop**

Regarding the application for the subdivision of 5.75 acres from the NE 17-32-4-W5, File PLRDSD20220069 on Page2-3 question 3e; Is the proposed parcel within one (1) mile of a Confined Feeding Operation (CFO) or Intensive Livestock Operation? The answer given was No. This answer will need to be corrected, there is a CFO less than a half (1/2) mile from this proposed division, it is located on the NW-8-32-4-W5 and has a permit for 10,000 head of livestock (>900lbs).

If there is any questions or concerns to this correction or verification of activities associated with the Confined Feeding Operation, please contact Dorothy Thengs.

Dorothy Thengs  
Grace Feedyards Ltd.  
c/o Duane and Jo-Ann Grace  
(587)444-0118

**RECEIVED**

**Mar 11, 2022**

**MOUNTAIN VIEW COUNTY  
DIDSBURY**

RECEIVED

Mar 16, 2022

MOUNTAIN VIEW COUNTY  
DIDSBURY

From: [Jeff Froese](#)  
To: [Reanne Pohl](#)  
Cc: [Suzanne Leshchyshyn](#)  
Subject: RE: Redesignation/Subdivision Application within NE 17-32-4-5  
Date: Wednesday, March 16, 2022 1:19:37 PM

---

Hi Réanne,

For Grace Feedyards the minimum distance separation (MDS) setback for residences on land zoned for agriculture is 881 m and for those on land zoned for non-agricultural purposes (i.e. country residential) is 1,175 m. There are two other MDS categories which relate to residences on high use recreational land and those in large scale country residential developments and urban settings. If you would like to know those setbacks, please let me know.

Please keep in mind that MDS is measured from the outermost manure collection or storage area to the residence.

The Agricultural Operation Practices Act (AOPA) does not preclude any development, including residential developments, from occurring near a confined feeding operation (CFO). That said a development locating within or near the MDS requirement of a CFO will likely experience greater nuisance impacts, such as odour, noise, etc., from the CFO than if it were located outside/further from the MDS.

If you require anything further for this matter, feel free to give me a call.

Regards,

**Jeff Froese**  
*Approval Officer*

**Natural Resources Conservation Board**

*This communication, including any attachments, is intended for the recipient to whom it is addressed, and may contain confidential, personal, or privileged information. If you are not the intended recipient of this communication, please contact the sender immediately and do not copy, distribute, or take any action in reliance on it. Any communication received in error, or subsequent reply, should be double-deleted or destroyed without making a copy.*

---

**From:** Reanne Pohl [mailto:rpohl@mvcounty.com]  
**Sent:** March 16, 2022 9:09 AM  
**To:** Jeff Froese <Jeff.Froese@nrcb.ca>  
**Subject:** Redesignation/Subdivision Application within NE 17-32-4-5




Good Morning Jeff,

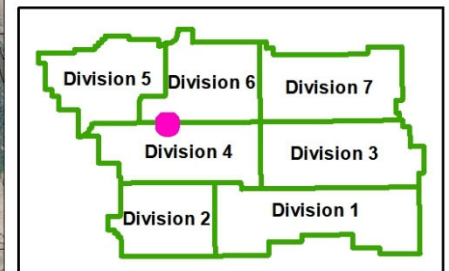
This is Reanne, Planning Technician from Mountain View County. You had helped in the past with MDS information for a previous subdivision and am wondering if I could forward you information about a different redesignation/subdivision application.



**Mountain View**  
COUNTY

Minimum Distance  
Separation for NW 8-32-4-5

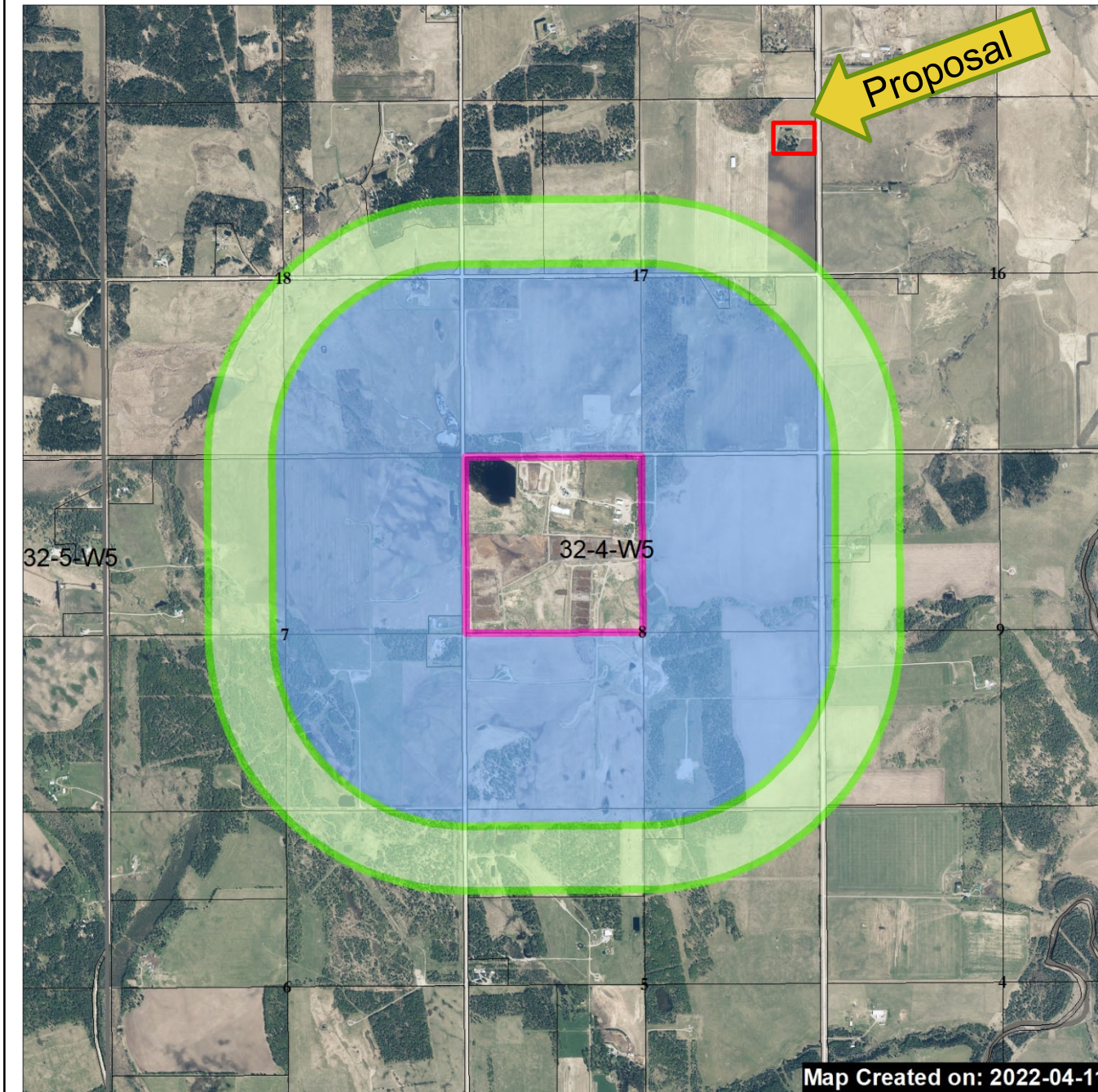
-  Category 1: 881 metres
-  Category 2: 1,175 metres
-  Proposed Redesignation / Subdivision



Scale: 1:24,829

Mountain View County

NAD\_1983\_CSRS\_10TM\_AEP\_Forest  
Projection: Transverse\_Mercator



Map Created on: 2022-04-11



# Regular Council Meeting

## Request for Decision

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Legislative, Community and Agricultural Services

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**Date:** May 11, 2022

**SUBJECT:** Bylaw No. 09/22 Council Code of Conduct

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**RECOMMENDATION:** That Council grant second reading to Bylaw No. 09/22 Council Code of Conduct.

That Council grant third reading to Bylaw No. 09/22 Council Code of Conduct.

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**ALTERNATIVE OPTIONS:** That Council request further amendments to Bylaw 09/22 prior to consideration of third reading.

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**BACKGROUND:** In 2017, amendments to the Municipal Government Act required for municipalities to adopt a Code of Conduct to govern Councillor behaviour prior to July of 2018. The Minister of Municipal Affairs later released a Ministerial Regulation (attached) that outlines the mandatory components of a Council Code of Conduct Bylaw.

Council subsequently passed a Councillor Code of Conduct Bylaw in 2018, which was later amended in 2020. The MGA, and therefore also the Bylaw, requires that the Bylaw is reviewed by Council in the year following a general Municipal Election. The Governance Review Committee reviewed the Bylaw at their March 2022 meeting and made a small amendment for Council's consideration.

Further, the Governance Review Committee requested that Administration undertake a review on comparable municipalities to identify the manner in which they handle reviews of alleged breaches of the Code of Conduct.

Municipality	Review Body
Mountain View County	Group of Neutral Council Members – Municipal Investigation (Majority of Council Alleged Breach)
Rocky View County	Entire Council for Initial Review – Sent to 'Investigator' if warranted
Camrose County	Entire Council
Flagstaff County	Entire Council unless an Investigator is established
Lac La Biche County	Entire Council unless an Investigator is established
Kneehill County	Reeve/Deputy Reeve with assistance of CAO – External Mediator if unsuccessful
Strathcona County	Entire Council for Initial Review – Sent to 'Investigator' if warranted

At the Regular Council Meeting on April 27<sup>th</sup> 2022, Council granted first reading to Bylaw No. 09/22 and requested an amendment in section 6.01 as shown in the attachments provided.

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**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:** N/A

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Attachments ☒ Nil ☐

att 01 - Draft Bylaw No. 09/22 Council Code of Conduct

att 02 - Bylaw No. 17/20 Council Code of Conduct (Tracked Changes)

att 03 - Ministerial Regulation Alta Reg 200/2017

---

PREPARED BY: CA

REVIEWED BY: CA

**MOUNTAIN VIEW COUNTY**  
**BYLAW NO. 09/22**  
**COUNCIL CODE OF CONDUCT BYLAW**



Mountain View County  
Province of Alberta

Bylaw No. 09/22

A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA TO ESTABLISH A CODE OF CONDUCT GOVERNING THE CONDUCT OF COUNCILLORS

**SECTION 1 - AUTHORITY**

- 1.01 Section 146.1 of the Municipal Government Act, Chapter M-26 Statutes of Alberta 2000, and amendments requires that a Council must, by bylaw, establish a code of conduct governing the conduct of councilors;
- 1.02 Mountain View County hereby enacts as follows

**SECTION 2 - DEFINITIONS**

- 2.01 In this Bylaw, unless the context otherwise requires:
- a. **"Act"** means the Municipal Government Act R.S.A. 2000 c. M26;
  - b. **"CAO"** means the Chief Administrative Officer for the County;
  - c. **"Complainant"** means the individual that submits a complaint alleging a breach of this Bylaw;
  - d. **"Complaint Hearing Chair"** means the person, that receives a complaint of alleged misconduct that was submitted to the Chief Administrative Officer in accordance with this Bylaw;
  - e. **"Conflict of Interest"** means a situation that occurs when a Council or Council Committee is performing a function to which the Common Law imposes a duty that Councillors have an open mind and are free of perception or bias;
  - f. **"Council"** means all members of Mountain View County Council duly elected and holding office;
  - g. **"County"** means Mountain View County;
  - h. **"Pecuniary Interest"** means that situation as defined and regulated by the Municipal Government Act.

**SECTION 3 – CODE OF CONDUCT**

- 3.01 Council recognizes the importance of maintaining the highest levels of integrity and ethical behavior while providing effective governance and leadership for the community.
- 3.02 All members of Council shall abide and adhere to the principles contained within this Bylaw and shall formalize their adherence through the signing of Schedule "A" which is attached to this bylaw.

- 3.03 In addition to this Bylaw, all members of Council shall adhere to any other Federal, Provincial or Municipal acts or regulations that govern their role as members of Council, including but not limited to their duties as outlined in section 153 of the Act.

#### **SECTION 4 – REPRESENTING THE MUNICIPALITY**

4.01 Council shall:

- a. Govern individual conduct in accordance with the requirements of the Act, other regulations or legislation of the Government of Canada and/or the Province of Alberta, and the approved bylaws or policies of the County;
- b. Represent the County in a professional and accountable manner while promoting the purposes of a municipality to:
  - i. Provide good government;
  - ii. Foster the well-being of the environment;
  - iii. Provide services, facilities or other things that are necessary or desirable for all or a part of the municipality; and
  - iv. Develop and maintain safe and viable communities.
- c. Represent and make decisions based on the interests of the County as a whole regardless of their electoral division;
- d. Devote time, thought and attention to the duties of a Councillor so that effective decision making can be promoted and the role and responsibilities of Councillors, as outlined in the Act, are carried out appropriately;
- e. Demonstrate the highest standards of personal integrity and honesty in order to foster the public trust and confidence in the County.

#### **SECTION 5 – COMMUNICATING ON BEHALF OF THE MUNICIPALITY**

- 5.01 The Reeve is designated as the official spokesperson for Council and should be cognizant that any comment made will be perceived by the community to represent the views or position of Council on a particular matter;
- a. The Deputy Reeve will act as the official spokesperson for Council in the absence of the Reeve and shall abide by the principles of this section.
- 5.02 The Reeve shall ensure that any official public comment reflects the position of Council regardless of their own personal views;
- a. This shall not apply in instances where statements are issued and identified appropriately as solely representing their division.
- 5.03 No Councillor shall have the authority to speak independently on behalf of Council as a whole without the prior approval of Council. This clause shall also include the use of social media, email and other forms of digital communication.

**SECTION 6 – RESPECTING THE DECISION – MAKING PROCESS****6.01 Council shall:**

- a. Recognize the democratic decision making process by respecting the decisions and resolutions of Council regardless of their individual position on the topic. Therefore, while it is acceptable for an individual Councillor to publicly state that they did not vote in line with the majority of Council, this must always be done in a manner that is respectful of the Council's decision;
- b. Work towards effective and consistent implementation of Council's direction and policies;
- c. Recognize, when interacting with the Chief Administrative Officer, the lack of authority vested in an individual Councillor or group of Councillors to direct the Chief Administrative Officer except where explicitly authorized by a Council resolution, bylaw or policy;
- d. Allow for each Councillor to be given an opportunity to address matters before Council in a professional manner to allow for healthy discussion and consideration prior to Council decision.

**SECTION 7 – ADHERENCE TO POLICIES, PROCEDURES AND BYLAWS****7.01 Council shall:**

- a. Develop policies, procedures, bylaws and programs necessary to accomplish the goals of the County;
- b. Evaluate the policies, procedures, bylaws and programs to ensure that they are operating as desired;
- c. Have respect for existing policies, procedures, bylaws and programs and make amendments to these documents when necessary and appropriate to achieve the goals of the County.

**SECTION 8 – RESPECTFUL INTERACTIONS WITH COUNCILLORS, STAFF, THE PUBLIC, AND OTHERS****8.01 Council shall:**

- a. Communicate and work with fellow Councillors in an open and honest manner, promoting a spirit of cooperation by listening and respecting those opinions that may differ;
- b. Demonstrate equity, accountability and integrity in all dealings, both personal and professional, with all Councillors, staff, residents, and stakeholders to facilitate an open and honest environment to work, participate and do business;
- c. Direct any concerns regarding staff performance to the Chief Administrative Officer, recognizing that the Chief Administrative Officer is the only employee of Council;
- d. Act with professionalism and respect when interacting with Councillors, staff and members of the public in an image befitting their position as an elected official and representative of the County;



**SECTION 9 – CONFIDENTIAL INFORMATION**

## 9.01 Council shall:

- a. Protect privileged information learned during the course of the duties of a Councillor and preserve the confidentiality of information provided to them, concerning confidential matters of the County unless that disclosure of information is required by law;
- b. Not use confidential information to advance the personal, financial, or private interests of one's self or any other individual;
- c. Keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- d. Act in accordance with the Freedom of Information and Protection of Privacy Act.

**SECTION 10 – CONFLICTS OF INTEREST**

## 10.01 Council shall:

- a. Not use, or attempt to use, the position of Councillor to benefit one's self or any other individual apart from the interest of the County;
- b. Avoid situations in which there may be a real or perceived conflict of interest or apprehension of bias;
- c. Avoid placing themselves in any position of obligation to a person or organization who might reasonably benefit from special consideration or may seek preferential treatment;
- d. Avoid any instances of Pecuniary Interest;
- e. Appropriately disclose any Pecuniary Interest that they may have in accordance with the regulations contained within the Act and additionally:
  - i. Notify the Reeve or the Chair of the meeting, before the matter is considered, that they have a Pecuniary Interest; and
  - ii. Complete the Disclosure of Interest Form (Schedule B) prior to the consideration of the matter at the meeting. This form shall be delivered to the Chief Administrative Officer and filed appropriately.
- f. Refuse or redirect any gift or hospitality which might tend in any way to influence them. No gifts or hospitality shall be received for any special consideration or where it may be perceived to be in exchange for special consideration. Gifts or offerings of hospitality may only be received if:
  - i. A Councillor is invited to an event or function or approved to attend an event or function as a representative of Mountain View County and the Councillor discloses such attendance through their monthly expense claim; or
  - ii. A Councillor receives a gift or hospitality valued at less than \$100.00; or
  - iii. A Councillor receives a gift or hospitality valued at \$100.00 or greater and discloses such gift or hospitality on their monthly expense claim; Or
  - iv. The gift or hospitality is being received on behalf of Mountain View County and will be used by the community.

**SECTION 11 – IMPROPER USE OF INFLUENCE**

11.01 Council shall:

- a. Recognize that an individual Councillor cannot exercise individual authority over the County;
- b. At all times, conduct themselves in a manner that reflects the separation of roles and responsibilities between Council and Administration as outlined in the Act;
- c. Councillors shall refrain from any type of personnel management of employees including providing direction to an employee, advocating for the promotion, sanction or termination of an employee, or discussion on the performance of an employee except where it relates to the authority under the Act that Council, acting as a whole, has to interact, manage and evaluate the Chief Administrative Officer .
- d. Respect that employees in Administration work for the County as a Corporate Body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any member of Council.

**SECTION 12 – USE OF MUNICIPAL ASSETS AND SERVICES**

12.01 Council shall:

- a. Not use, or attempt to use, the County's funds, property or information for the personal benefit or gain of the Councillor or for any other person;
- b. Disclose to Council any behavior or activity that may qualify as corruption, fiscal abuse, fraud or bribery as identified by the Act or any other Act of the Government of Canada or Province of Alberta;
- c. Incur expenditures in a responsible manner.

**SECTION 13 – ORIENTATION AND OTHER TRAINING ATTENDANCE**

13.01 Council shall:

- a. Attend Council Orientation and ongoing training to foster a better understanding of a Councillor's duties and obligations;
- b. As budget and policy allows, strive for further educational opportunities to ensure that current trends and legislation changes are reviewed and considered appropriately.

**SECTION 14 – COMPLAINT SYSTEM**

14.01 Any person may report a perceived breach of this Bylaw by a Councillor in the following manner:

- a) All reports of perceived breaches shall be reported to the Chief Administrative Officer. The Chief Administrative Officer shall ensure the form is completed and forward the complaint to the Reeve:
  - i. In the event that the Reeve is a party that has allegedly breached the Bylaw, the report shall be delivered to the Deputy Reeve;

- ii. In the event that both the Reeve and Deputy Reeve are parties that have allegedly breached this Bylaw, the report shall be submitted to any other member of Council;

14.02 All complaints must be:

- a. In writing on the applicable form attached to this Bylaw as Schedule C;
- b. Submitted with the name and signature of the Complainant (anonymous submissions will not be accepted).

14.03 Confidentiality of both the Councillor in question and the Complainant will be maximized throughout the hearing process to the greatest extent possible.

14.04 No complaints may be received or reviewed, nor shall any sanctions be placed on a Councillor between Nomination Day and Election Day.

14.05 A complaint may be withdrawn by the Complainant at any point in time

14.06 In the event that the complaint alleges that a majority of the members of Council breached this Bylaw, the Complainant may request a Municipal Inspection as outlined under Section 571(1)(c) of the *Municipal Government Act*.

#### **SECTION 15 – COMPLAINT HEARING PROCESS**

15.01 The Complaint Hearing Chair shall select two Councillors that are not involved with the complaint to form a Complaint Hearing Board;

15.02 The Complaint Hearing Board shall review all necessary evidence which may include:

- a. The written submission of complaint;
- b. Interviews of the Complainant and Councillor(s) in question and any other witnesses the Complaint Hearing Board deems appropriate;
- c. Appropriate Federal, Provincial and/or Municipal legislation related to the complaint;
- d. Any other evidence that the Complaint Hearing Board determines necessary to determine if the complaint constitutes a breach of this Bylaw. .

15.03 If upon reviewing the Complaint the Complaint Hearing Board determines that there may be a potential breach of Provincial or Federal Law, the Complaint Hearing Board shall forward any relevant information to the appropriate authority.

- a. In this event, the Complaint Hearing Board shall be placed on hold until such time as the Provincial or Federal authorities conduct their investigation. Once that investigation is completed, the Complaint Hearing Board shall proceed with the Complaint Hearing Process and report any such findings to Council in accordance with Section 15.07.



- 15.04 The Complaint Hearing Board shall make a determination if the complaint constitutes a breach of this Bylaw, within thirty (30) days of receipt of the complaint.
- 15.05 In the event that the Complaint Hearing Board requires additional time to determine if the complaint constitutes a breach of this Bylaw, they may extend the timeline contemplated in Section 15.04 for an additional thirty (30) days by providing written notification to all affected parties of the required extension.
- a. In the event that a further extension is required, the Complaint Hearing Board shall make a formal request to Council to consider an extension at Council's sole discretion.
- 15.06 In the event that the complaint alleges multiple sections of the Bylaw has been breached or that the Councillor breached the same section of the Bylaw on multiple occasions, the Complaint Hearing Board shall have the authority to determine whether to review the complaint through one investigation or multiple investigations. The Complaint Hearing Board shall make separate findings for each alleged breach and determine whether each allegation constitutes a beach of the Bylaw.
- 15.07 The Complaint Hearing Board shall provide a report to Council in Closed Session that outlines their findings as to whether the complaint, or a portion of the complaint, constitutes a breach of the Bylaw. Further, if the report finds that a breach did occur, the Complaint Hearing Board shall include a recommended sanction for Council's consideration as listed in Section 16 of this Bylaw.
- 15.08 All discussions surrounding the complaint, review of the Complaint Hearing Board's report, and recommended sanctions shall be conducted at a Closed Session meeting of Council, with the information provided handled under the appropriate sections of the Act and the Freedom of Information and Protection of Privacy Act. Council shall have the final authority to determine if the complaint constitutes a breach of the Bylaw and the appropriate sanction to be applied.
- 15.09 Following the discussions and decision of Council as outlined in Section 15.08 written correspondence shall be forwarded to the Complainant outlining the decision of Council.
- 15.10 The Complaint Hearing Board may request, through the Chief Administrative Officer, legal assistance to provide guidance or advice on anything deemed necessary during the course of the Complaint Hearing Process or associated sanction recommendations.
- 15.11 The Complaint Hearing Board may request, through the Chief Administrative Officer, administrative support to the Board. That position shall not participate in the decision making processes outlined within this Bylaw.

## **SECTION 16 – SANCTIONS**

- 16.01 If it has been determined that a breach of this Bylaw has occurred, the following sanctions may be imposed by a resolution of Council:
- a. A letter of reprimand addressed to the Councillor;
- b. Requesting the Councillor to issue a letter of apology;

- c. Publication of a letter of reprimand or request for apology and the Councillor's response;
  - d. A requirement to successfully complete training;
  - e. Suspension or removal of the appointment of a Councillor as the Chief Elected Official under section 150(2) of the Act;
  - f. Suspension or removal of the appointment of a Councillor as the Deputy Chief Elected Official or Acting Chief Elected Official under section 152 of the Act;
  - g. Suspension or removal of the Chief Elected Official's presiding duties under section 154 of the Act;
  - h. Suspension or removal from some or all Council committees and bodies to which Council has the right to appoint members;
  - i. Reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction of duties, excluding allowances for attendance at Council meetings;
  - j. Any other sanction deemed appropriate or suitable for the nature of the breach.
- 16.02 No sanction may be issued to a Councillor that prevents that Councillor from fulfilling the legislated duties of a Councillor.
- 16.03 Council may, when determining an appropriate sanction, utilize the principles of progressive discipline by increasing the magnitude of the sanction based on past sanction history of the Councillor or severity of the breach.
- 16.04 Any Councillor that is subject to a review due to a complaint under this Bylaw shall not be permitted to participate in any discussion related to the breach, or sanctions imposed due to the breach, except for the following:
- a. The Councillor's right to be interviewed under Section 15.02 (b) of this Bylaw;
  - b. The Councillor's rights as outlined by the *Act* including their ability to attend Council Meetings.

## **SECTION 17 – REVIEW**

- 17.01 This Bylaw must be reviewed in the year following a General Municipal Election as determined by the Local Authorities Election Act.

## **SECTION 18 - REPEAL OF BYLAW**

- 18.01 Bylaw No. 17/20 and all amendments thereto are hereby repealed.

**SECTION 19 - EFFECTIVE DATE**

19.01 This Bylaw shall come into effect at such time as it has received third (3<sup>rd</sup>) reading and has been signed in accordance with the *Municipal Government Act*.

Read the first time this    day of        2022.

Read the second time this    day of        , 2022.

Read the third time this    day of        , 2022.

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date of Signing



**SCHEDULE "A"**

**STATEMENT OF CODE OF CONDUCT**

I, \_\_\_\_\_ do solemnly swear/affirm to uphold the Mountain View County Council Code of Conduct at all times while serving as an elected official for the municipality. I have been provided with, read and understand the Council Code of Conduct and agree to abide by all terms and conditions within the Bylaw. I understand that this Bylaw is a requirement of the Municipal Government Act and that sanctions may be imposed for breaching this Bylaw.

Dated at Mountain View County, Alberta this \_\_\_\_\_ day of \_\_\_\_\_. 20\_\_\_\_

\_\_\_\_\_  
Councillor



# Disclosure of Interest Form

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada T0M 0W0  
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754  
[www.mountainviewcounty.com](http://www.mountainviewcounty.com)

Bylaw No. 09/22  
Schedule B

Name of Councillor:

Date of Council/Committee Meeting:

Name of Meeting:

Agenda Item:

Agenda Item Description:

## Disclosure Type

Pecuniary Interest under the Municipal Government Act: ☐

Conflict of Interest under Mountain View County Bylaw No. 09/22: ☐

Notes (If Necessary):

Signature of Council Member

# Code of Conduct Complaint Form

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada T0M 0W0  
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754  
www.mountainviewcountv.com

Bylaw No. 09/22  
Schedule C

**\*\* Confidentiality of both the accused Councillor and the Complainant will be maximized throughout the Complaint Hearing Process. The information provided will be used to determine the validity of the Complaint and the appropriate response to the Complaint. Further, this information may be shared with Provincial or Federal agencies if deemed necessary. \*\***

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

**COMPLAINANT INFORMATION** **\*\*Please note that anonymous complaints will not be accepted**

Name of Complainant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Rural Address (if different than above): \_\_\_\_\_

Legal Land Location: \_\_\_\_\_

Telephone #: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_

Email: \_\_\_\_\_

**STATEMENT OF COMPLAINANT** **\*\*Attach extra pages if necessary**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERSONAL INFORMATION:** This information is being collected for the purpose of conducting an Investigation. The information will be used by the Complaint Hearing Board established in accordance with Bylaw No. 09/22 and Council for the purpose of initiating appropriate action relative to this report. The collection of the personal information on this application is authorized under Section 33(c) and protected under the Freedom of Information and Protection of Privacy Act. By providing this information, you have consented to its use for the above purposes. If you have questions about the collection and use of this information, you may contact, FOIPP Head at (403) 335-3311.

\_\_\_\_\_  
Signature of Complainant



MOUNTAIN VIEW COUNTY

BYLAW NO. ~~17/2009/22~~

COUNCIL CODE OF CONDUCT BYLAW

Mountain View County  
Province of Alberta

Bylaw No. ~~17/20-09/22~~

A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA TO ESTABLISH A CODE OF CONDUCT GOVERNING THE CONDUCT OF COUNCILLORS

**SECTION 1 - AUTHORITY**

- 1.01 Section 146.1 of the Municipal Government Act, Chapter M-26 Statutes of Alberta 2000, and amendments requires that a Council must, by bylaw, establish a code of conduct governing the conduct of councilors;
- 1.02 Mountain View County hereby enacts as follows

**SECTION 2 - DEFINITIONS**

- 2.01 In this Bylaw, unless the context otherwise requires:
- a. **"Act"** means the Municipal Government Act R.S.A. 2000 c. M26;
  - b. **"CAO"** means the Chief Administrative Officer for the County;
  - c. **"Complainant"** means the individual that submits a complaint alleging a breach of this Bylaw;
  - d. **"Complaint Hearing Chair"** means the person, that receives a complaint of alleged misconduct that was submitted to the Chief Administrative Officer in accordance with this Bylaw;
  - e. **"Conflict of Interest"** means a situation that occurs when a Council or Council Committee is performing a function to which the Common Law imposes a duty that Councilors have an open mind and are free of perception or bias;
  - f. **"Council"** means all members of Mountain View County Council duly elected and holding office;
  - g. **"County"** means Mountain View County;
  - h. **"Pecuniary Interest"** means that situation as defined and regulated by the Municipal Government Act.

**SECTION 3 – CODE OF CONDUCT**

- 3.01 Council recognizes the importance of maintaining the highest levels of integrity and ethical behavior while providing effective governance and leadership for the community.
- 3.02 All members of Council shall abide and adhere to the principles contained within this Bylaw and shall formalize their adherence through the signing of Schedule "A" which is attached to this bylaw.

- 3.03 In addition to this Bylaw, all members of Council shall adhere to any other Federal, Provincial or Municipal acts or regulations that govern their role as members of Council, including but not limited to their duties as outlined in section 153 of the Act.

#### **SECTION 4 – REPRESENTING THE MUNICIPALITY**

4.01 Council shall:

- a. Govern individual conduct in accordance with the requirements of the Act, other regulations or legislation of the Government of Canada and/or the Province of Alberta, and the approved bylaws or policies of the County;
- b. Represent the County in a professional and accountable manner while promoting the purposes of a municipality to:
  - i. Provide good government;
  - ii. Foster the well-being of the environment;
  - iii. Provide services, facilities or other things that are necessary or desirable for all or a part of the municipality; and
  - iv. Develop and maintain safe and viable communities.
- c. Represent and make decisions based on the interests of the County as a whole regardless of their electoral division;
- d. Devote time, thought and attention to the duties of a Councillor so that effective decision making can be promoted and the role and responsibilities of Councillors, as outlined in the Act, are carried out appropriately;
- e. Demonstrate the highest standards of personal integrity and honesty in order to foster the public trust and confidence in the County.

#### **SECTION 5 – COMMUNICATING ON BEHALF OF THE MUNICIPALITY**

- 5.01 The Reeve is designated as the official spokesperson for Council and should be cognizant that any comment made will be perceived by the community to represent the views or position of Council on a particular matter;
- a. The Deputy Reeve will act as the official spokesperson for Council in the absence of the Reeve and shall abide by the principles of this section.
- 5.02 The Reeve shall ensure that any official public comment reflects the position of Council regardless of their own personal views;
- a. This shall not apply in instances where statements are issued and identified appropriately as solely representing their division.
- 5.03 No Councillor shall have the authority to speak independently on behalf of Council as a whole without the prior approval of Council. This clause shall also include the use of social media, email and other forms of digital communication.



**SECTION 6 – RESPECTING THE DECISION – MAKING PROCESS****6.01 Council shall:**

- a. Recognize the democratic decision making process by respecting the decisions and resolutions of Council regardless of their individual position on the topic. Therefore, while it is acceptable for an individual Councillor to publicly state that they did not vote in line with the majority of Council, this must always be done in a manner that is respectful of the Council's decision;
- b. Work towards effective and consistent implementation of Council's direction and policies;
- c. Recognize, when interacting with the Chief Administrative Officer, the lack of authority vested in an individual Councillor or group of Councillors to direct the Chief Administrative Officer except where explicitly authorized by a Council resolution, bylaw or policy;
- d. Allow for each Councillor to be given an opportunity to address matters before Council in a professional manner to allow for healthy discussion and consideration prior to Council decision.

**SECTION 7 – ADHERENCE TO POLICIES, PROCEDURES AND BYLAWS****7.01 Council shall:**

- a. Develop policies, procedures, bylaws and programs necessary to accomplish the goals of the County;
- b. Evaluate the policies, procedures, bylaws and programs to ensure that they are operating as desired;
- c. Have respect for existing policies, procedures, bylaws and programs and make amendments to these documents when necessary and appropriate to achieve the goals of the County.

**SECTION 8 – RESPECTFUL INTERACTIONS WITH COUNCILLORS, STAFF, THE PUBLIC, AND OTHERS****8.01 Council shall:**

- a. Communicate and work with fellow Councillors in an open and honest manner, promoting a spirit of cooperation by listening and respecting those opinions that may differ;
- b. Demonstrate equity, accountability and integrity in all dealings, both personal and professional, with all Councillors, staff, residents, and stakeholders to facilitate an open and honest environment to work, participate and do business;
- c. Direct any concerns regarding staff performance to the Chief Administrative Officer, recognizing that the Chief Administrative Officer is the only employee of Council;
- d. Act with professionalism and respect when interacting with Councillors, staff and members of the public in an image befitting their position as an elected official and representative of the County;

**SECTION 9 – CONFIDENTIAL INFORMATION**

## 9.01 Council shall:

- a. Protect privileged information learned during the course of the duties of a Councillor and preserve the confidentiality of information provided to them, concerning confidential matters of the County unless that disclosure of information is required by law;
- b. Not use confidential information to advance the personal, financial, or private interests of one's self or any other individual;
- c. Keep in confidence matters discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- d. Act in accordance with the Freedom of Information and Protection of Privacy Act.

**SECTION 10 – CONFLICTS OF INTEREST**

## 10.01 Council shall:

- a. Not use, or attempt to use, the position of Councillor to benefit one's self or any other individual apart from the interest of the County;
- b. Avoid situations in which there may be a real or perceived conflict of interest or apprehension of bias;
- c. Avoid placing themselves in any position of obligation to a person or organization who might reasonably benefit from special consideration or may seek preferential treatment;
- d. Avoid any instances of Pecuniary Interest;
- e. Appropriately disclose any Pecuniary Interest that they may have in accordance with the regulations contained within the Act and additionally:
  - i. Notify the Reeve or the Chair of the meeting, before the matter is considered, that they have a Pecuniary Interest; and
  - ii. Complete the Disclosure of Interest Form (Schedule B) prior to the consideration of the matter at the meeting. This form shall be delivered to the Chief Administrative Officer and filed appropriately.
- f. Refuse or redirect any gift or hospitality which might tend in any way to influence them. No gifts or hospitality shall be received for any special consideration or where it may be perceived to be in exchange for special consideration. Gifts or offerings of hospitality may only be received if:
  - i. A Councillor is invited to an event or function or approved to attend an event or function as a representative of Mountain View County and the Councillor discloses such attendance through their monthly expense claim; or
  - ii. A Councillor receives a gift or hospitality valued at less than \$100.00; or
  - iii. A Councillor receives a gift or hospitality valued at \$100.00 or greater and discloses such gift or hospitality on their monthly expense claim; Or
  - iv. The gift or hospitality is being received on behalf of Mountain View County and will be used by the community.

## **SECTION 11 – IMPROPER USE OF INFLUENCE**

### **11.01 Council shall:**

- a. Recognize that an individual Councillor cannot exercise individual authority over the County;
- b. At all times, conduct themselves in a manner that reflects the separation of roles and responsibilities between Council and Administration as outlined in the Act;
- c. Councillors shall refrain from any type of personnel management of employees including providing direction to an employee, advocating for the promotion, sanction or termination of an employee, or discussion on the performance of an employee except where it relates to the authority under the Act that Council, acting as a whole, has to interact, manage and evaluate the Chief Administrative Officer .
- d. Respect that employees in Administration work for the County as a Corporate Body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any member of Council.

## **SECTION 12 – USE OF MUNICIPAL ASSETS AND SERVICES**

### **12.01 Council shall:**

- a. Not use, or attempt to use, the County's funds, property or information for the personal benefit or gain of the Councillor or for any other person;
- b. Disclose to Council any behavior or activity that may qualify as corruption, fiscal abuse, fraud or bribery as identified by the Act or any other Act of the Government of Canada or Province of Alberta;
- c. Incur expenditures in a responsible manner.

## **SECTION 13 – ORIENTATION AND OTHER TRAINING ATTENDANCE**

### **13.01 Council shall:**

- a. Attend Council Orientation and ongoing training to foster a better understanding of a Councillor's duties and obligations;
- b. As budget and policy allows, strive for further educational opportunities to ensure that current trends and legislation changes are reviewed and considered appropriately.

## **SECTION 14 – COMPLAINT SYSTEM**

### **14.01 Any person may report a perceived breach of this Bylaw by a Councillor in the following manner:**

- a) All reports of perceived breaches shall be reported to the Chief Administrative Officer. The Chief Administrative Officer shall ensure the form is completed and forward the complaint to the Reeve:
  - i. In the event that the Reeve is a party that has allegedly breached the Bylaw, the report shall be delivered to the Deputy Reeve;



- ii. In the event that both the Reeve and Deputy Reeve are parties that have allegedly breached this Bylaw, the report shall be submitted to any other member of Council;

14.02 All complaints must be:

- a. In writing on the applicable form attached to this Bylaw as Schedule C;
- b. Submitted with the name and signature of the Complainant (anonymous submissions will not be accepted).

14.03 Confidentiality of both the Councillor in question and the Complainant will be maximized throughout the hearing process to the greatest extent possible.

14.04 No complaints may be received or reviewed, nor shall any sanctions be placed on a Councillor between Nomination Day and Election Day.

14.05 A complaint may be withdrawn by the Complainant at any point in time

14.06 In the event that the complaint alleges that a majority of the members of Council breached this Bylaw, the Complainant may request a Municipal Inspection as outlined under Section 571(1)(c) of the *Municipal Government Act*.

## **SECTION 15 – COMPLAINT HEARING PROCESS**

15.01 The Complaint Hearing Chair shall select two Councillors that are not involved with the complaint to form a Complaint Hearing Board;

15.02 The Complaint Hearing Board shall review all necessary evidence which may include:

- a. The written submission of complaint;
- b. Interviews of the Complainant and Councillor(s) in question and any other witnesses the Complaint Hearing Board deems appropriate;
- c. Appropriate Federal, Provincial and/or Municipal legislation related to the complaint;
- d. Any other evidence that the Complaint Hearing Board determines necessary to determine if the complaint constitutes a breach of this Bylaw. .

15.03 If upon reviewing the Complaint the Complaint Hearing Board determines that there may be a potential breach of Provincial or Federal Law, the Complaint Hearing Board shall forward any relevant information to the appropriate authority.

- a. In this event, the Complaint Hearing Board shall be placed on hold until such time as the Provincial or Federal authorities conduct their investigation. Once that investigation is completed, the Complaint Hearing Board shall proceed with the Complaint Hearing Process and report any such findings to Council in accordance with Section 15.07.

- 15.04 The Complaint Hearing Board shall make a determination if the complaint constitutes a breach of this Bylaw, within thirty (30) days of receipt of the complaint.
- 15.05 In the event that the Complaint Hearing Board requires additional time to determine if the complaint constitutes a breach of this Bylaw, they may extend the timeline contemplated in Section 15.04 for an additional thirty (30) days by providing written notification to all affected parties of the required extension.
- a. In the event that a further extension is required, the Complaint Hearing Board shall make a formal request to Council to consider an extension at Council's sole discretion.
- 15.06 In the event that the complaint alleges multiple sections of the Bylaw has been breached or that the Councillor breached the same section of the Bylaw on multiple occasions, the Complaint Hearing Board shall have the authority to determine whether to review the complaint through one investigation or multiple investigations. The Complaint Hearing Board shall make separate findings for each alleged breach and determine whether each allegation constitutes a beach of the Bylaw.
- 15.07 The Complaint Hearing Board shall provide a report to Council in Closed Session that outlines their findings as to whether the complaint, or a portion of the complaint, constitutes a breach of the Bylaw. Further, if the report finds that a breach did occur, the Complaint Hearing Board shall include a recommended sanction for Council's consideration as listed in Section 16 of this Bylaw.
- 15.08 All discussions surrounding the complaint, review of the Complaint Hearing Board's report, and recommended sanctions shall be conducted at a Closed Session meeting of Council, with the information provided handled under the appropriate sections of the Act and the Freedom of Information and Protection of Privacy Act. Council shall have the final authority to determine if the complaint constitutes a breach of the Bylaw and the appropriate sanction to be applied.
- 15.09 Following the discussions and decision of Council as outlined in Section 15.08 written correspondence shall be forwarded to the Complainant outlining the decision of Council.
- 15.10 The Complaint Hearing Board may request, through the Chief Administrative Officer, legal assistance to provide guidance or advice on anything deemed necessary during the course of the Complaint Hearing Process or associated sanction recommendations.
- 15.11 The Complaint Hearing Board may request, through the Chief Administrative Officer, administrative support to the Board. That position shall not participate in the decision making processes outlined within this Bylaw.

## **SECTION 16 – SANCTIONS**

- 16.01 If it has been determined that a breach of this Bylaw has occurred, the following sanctions may be imposed by a resolution of Council:
- a. A letter of reprimand addressed to the Councillor;
- b. Requesting the Councillor to issue a letter of apology;

- c. Publication of a letter of reprimand or request for apology and the Councillor's response;
  - d. A requirement to successfully complete training;
  - e. Suspension or removal of the appointment of a Councillor as the Chief Elected Official under section 150(2) of the Act;
  - f. Suspension or removal of the appointment of a Councillor as the Deputy Chief Elected Official or Acting Chief Elected Official under section 152 of the Act;
  - g. Suspension or removal of the Chief Elected Official's presiding duties under section 154 of the Act;
  - h. Suspension or removal from some or all Council committees and bodies to which Council has the right to appoint members;
  - i. Reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction of duties, excluding allowances for attendance at Council meetings;
  - j. Any other sanction deemed appropriate or suitable for the nature of the breach.
- 16.02 No sanction may be issued to a Councillor that prevents that Councillor from fulfilling the legislated duties of a Councillor.
- 16.03 Council may, when determining an appropriate sanction, utilize the principles of progressive discipline by increasing the magnitude of the sanction based on past sanction history of the Councillor or severity of the breach.
- 16.04 Any Councillor that is subject to a review due to a complaint under this Bylaw shall not be permitted to participate in any discussion related to the breach, or sanctions imposed due to the breach, except for the following:
- a. The Councillor's right to be interviewed under Section 15.02 (b) of this Bylaw;
  - b. The Councillor's rights as outlined by the *Act* including their ability to attend Council Meetings.

#### **SECTION 17 – REVIEW**

- 17.01 This Bylaw must be reviewed in the year following a General Municipal Election as determined by the Local Authorities Election Act.

#### **SECTION 18 - REPEAL OF BYLAW**

- 18.01 Bylaw No. ~~17/2009/22~~ and all amendments thereto are hereby repealed.



**SECTION 19 - EFFECTIVE DATE**

19.01 This Bylaw shall come into effect at such time as it has received third (3<sup>rd</sup>) reading and has been signed in accordance with the *Municipal Government Act*.

Read the first time this ~~12<sup>th</sup> day of August, 2020.~~

Read the second time this ~~26<sup>th</sup> day of August, 2020.~~

Read the third time this ~~26<sup>th</sup> day of August, 2020.~~



Reeve

  
Chief Administrative Officer

~~August 26, 2020~~  
Date of Signing

**SCHEDULE "A"**

**STATEMENT OF CODE OF CONDUCT**

I, \_\_\_\_\_ do solemnly swear/affirm to uphold the Mountain View County Council Code of Conduct at all times while serving as an elected official for the municipality. I have been provided with, read and understand the Council Code of Conduct and agree to abide by all terms and conditions within the Bylaw. I understand that this Bylaw is a requirement of the Municipal Government Act and that sanctions may be imposed for breaching this Bylaw.

Dated at Mountain View County, Alberta this \_\_\_\_\_ day of \_\_\_\_\_. 20\_\_\_\_

\_\_\_\_\_  
Councillor



# Disclosure of Interest Form

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada T0M 0W0  
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754  
[www.mountainviewcounty.com](http://www.mountainviewcounty.com)

Bylaw No. 17/20  
Schedule B

Name of Councillor:

Date of Council/Committee Meeting:

Name of Meeting:

Agenda Item:

Agenda Item Description:

## Disclosure Type

Pecuniary Interest under the Municipal Government Act: ☐

Conflict of Interest under Mountain View County Bylaw No. 17/20: ☐

Notes (If Necessary):

\_\_\_\_\_  
Signature of Council Member



# Code of Conduct Complaint Form

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada T0M 0W0  
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754  
www.mountainviewcountv.com

Bylaw No. 17/20  
Schedule C

**\*\* Confidentiality of both the accused Councillor and the Complainant will be maximized throughout the Complaint Hearing Process. The information provided will be used to determine the validity of the Complaint and the appropriate response to the Complaint. Further, this information may be shared with Provincial or Federal agencies if deemed necessary. \*\***

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

## COMPLAINANT INFORMATION

**\*\*Please note that anonymous complaints will not be accepted**

Name of Complainant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Rural Address (if different than above): \_\_\_\_\_

Legal Land Location: \_\_\_\_\_

Telephone #: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_

Email: \_\_\_\_\_

## STATEMENT OF COMPLAINANT

**\*\*Attach extra pages if necessary**

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**PERSONAL INFORMATION:** This information is being collected for the purpose of conducting an Investigation. The information will be used by the Complaint Hearing Board established in accordance with Bylaw No. 17/20 and Council for the purpose of initiating appropriate action relative to this report. The collection of the personal information on this application is authorized under Section 33(c) and protected under the Freedom of Information and Protection of Privacy Act. By providing this information, you have consented to its use for the above purposes. If you have questions about the collection and use of this information, you may contact, FOIPP Head at (403) 335-3311.

\_\_\_\_\_  
Signature of Complainant

Current version: as posted on Oct 31, 2017

Link to the latest  
version : <https://canlii.ca/t/90pr>

Stable link to this  
version : <https://canlii.ca/t/53100>

Citation to this  
version: Code of Conduct for Elected Officials Regulation, Alta Reg 200/2017,  
<<https://canlii.ca/t/53100>> retrieved on 2022-02-17

Currency: Last updated from the [Alberta Queen's printer](#) on 2022-02-15

(no amdt)

## **ALBERTA REGULATION 200/2017**

### **Municipal Government Act**

#### **CODE OF CONDUCT FOR ELECTED OFFICIALS REGULATION**

##### **Code of conduct contents**

**1** The code of conduct each council is required to establish governing the conduct of its councillors pursuant to [section 146.1](#) of the [Act](#) must be consistent with the Act and any regulations made under the Act and, at a minimum, include the following topics:

- (a) representing the municipality;
- (b) communicating on behalf of the municipality;
- (c) respecting the decision-making process;
- (d) adherence to policies, procedures and bylaws;
- (e) respectful interactions with councillors, staff, the public and others;
- (f) confidential information;
- (g) conflicts of interest;
- (h) improper use of influence;
- (i) use of municipal assets and services;
- (j) orientation and other training attendance.

## **Complaints**

**2** A code of conduct must establish a complaint system including

- (a) who may make a complaint alleging a breach of the code of conduct,
- (b) the method by which a complaint may be made,
- (c) the process to be used to determine the validity of a complaint, and
- (d) the process to be used to determine how sanctions are imposed if a complaint is determined to be valid.

## **Bylaws**

**3** If any matter required to be included in a code of conduct is addressed in a separate bylaw, the contents of that bylaw shall be incorporated by reference into the code of conduct.

## **Establishing code of conduct**

**4(1)** When establishing a code of conduct, council shall consider sections 3 and 153 of the Act.

**(2)** A council must establish a code of conduct within 270 days from the date section 16 of the *Municipal Government Amendment Act, 2015* comes into force.

## **Sanctions for breaching code of conduct**

**5** If a councillor has failed to adhere to the code of conduct, sanctions may be imposed including any of the following:

- (a) a letter of reprimand addressed to the councillor;
- (b) requesting the councillor to issue a letter of apology;
- (c) publication of a letter of reprimand or request for apology and the councillor's response;
- (d) a requirement to attend training;
- (e) suspension or removal of the appointment of a councillor as the chief elected official under section 150(2) of the Act;
- (f) suspension or removal of the appointment of a councillor as the deputy chief elected official or acting chief elected official under section 152 of the Act;
- (g) suspension or removal of the chief elected official's presiding duties under section 154 of the Act;
- (h) suspension or removal from some or all council committees and bodies to which council has the right to appoint members;
- (i) reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at council meetings.

## **Requirement to fulfil duties**

**6** A code of conduct or any sanctions imposed under a code of conduct must not prevent a councillor from fulfilling the legislated duties of a councillor.

## **Review of code of conduct**



**7** Each council must review and update its code of conduct and any related bylaws that have been incorporated by reference into the code of conduct in accordance with section 3, at least once every 4 years starting from the date when the code of conduct is passed.

**Coming into force**

**8** This Regulation comes into force on the coming into force of section 16 of the *Municipal Government Amendment Act, 2015*.

# Regular Council Meeting

## Request for Decision

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Legislative, Community & Agricultural Services

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**Date:** May 11, 2022

**SUBJECT:** Bylaw No. 10/22 Fire Bylaw

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**RECOMMENDATION:** That Council grant first reading to Bylaw No. 10/22 Fire Bylaw.

That Council grant second reading to Bylaw No. 10/22 Fire Bylaw.

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**ALTERNATIVE OPTIONS:** That Council provide unanimous consent to proceed to third reading of Bylaw No. 10/22 Fire Bylaw.

That Council grant third reading to Bylaw No. 10/22 Fire Bylaw.

That Council request Administration make amendments to Bylaw No. 10/22 prior to receiving third reading.

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**BACKGROUND:** The Governance Review Committee met on March 29, 2022, and has recommended to Council that Bylaw No. 26/18 Fire Bylaw be repealed and that Bylaw No. 10/22 be approved.

The major amendments proposed by Bylaw 10/22 can be summarized as follows:

- Change towards year-round permitting.
  - Verbiage change from Partial Fire Ban and Full Fire Ban to Fire Restriction and Fire Ban in an effort to align with the Province of Alberta's terminology, specifically as it related to the Forest Protection Area.
  - Increase of penalty structure to align with comparable municipalities.
  - Updated definitions for clarity.
  - Re-order of the Bylaw for readability.
- 

**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:** N/A

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**Attachments** ☒ Nil ☐

att 01 – Draft Bylaw No. 10/22 Fire Bylaw

att 02 – Bylaw No. 26/18 Fire Bylaw (Tracked Changes)

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**PREPARED BY:** CD

**REVIEWED BY:** CA

MOUNTAIN VIEW COUNTY

BYLAW NO. 10/22

Fire Bylaw



**Mountain View County  
Province of Alberta****Bylaw No. 10/22****A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF  
ESTABLISHING A FIRE BYLAW WITHIN MOUNTAIN VIEW COUNTY**

Whereas the Municipal Government Act provides that a Council of a Municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; and

Whereas the Forest and Prairie Protection Act provides certain discretionary and mandatory powers to enable a municipality to carry out and enforce the provisions of the Forest and Prairie Protection Act within its boundaries as applicable; and

Whereas Mountain View County has been accredited by the Safety Codes Council in the Fire Discipline; and

Whereas the Council of Mountain View County wishes to establish fire protection services within Mountain View County and to provide for efficient operation of such fire protection services; and

Whereas the Council of Mountain View County recognizes that it is not possible to provide the same level of fire protection services to all areas and persons within the County given limited resources, competing demands for resources, and the geographic size of the County; and

Whereas Mountain View County has the authority to regulate fireworks within its jurisdiction, except that part of the County that is within a forest protection area, under the Municipal Government Act and the Alberta Fire Code.

Now, Therefore, the Council of Mountain View County, Duly Assembled, Enacts as Follows:

**SECTION 1 - SHORT TITLE AND PURPOSE**

1.01 This bylaw may be cited as the "Fire Bylaw".

**SECTION 2 - DEFINITIONS**

In this Bylaw, unless the context otherwise requires:

2.01 **"Acceptable Burning Barrel"** means an outdoor receptacle that meets the following specifications and shall include incinerators that are not of an industrial nature as required to be licensed under the *Alberta Environmental Protection and Enhancement Act* regulations:

- a. A minimum of 3 metres clearance measured from the nearest edge to a building, property line or combustible materials;
- b. The pit opening does not exceed 1 metre in width or in diameter when measured between the widest points or outer edges.
- c. Equipped with a mesh screen with openings no larger than 12.5 millimetres secured in place with latches or weights that is constructed of expanded metal (or equivalent material) and is used to cover the fire pit opening in a manner sufficient to contain and reduce the hazards of airborne sparks;
- d. Constructed of non-combustible material; and
- e. Not located over underground utility services or under aboveground wires.

2.02 **"Acceptable Fire Pit"** means an outdoor receptacle that meets the following specifications:

- a. A minimum of 3 metres clearance, measured from the nearest fire pit edge to the nearest edge of building, property line, or combustible material;
- b. A height not exceeding 0.6 metres when measured from the surrounding grade to the top of the pit opening;
- c. The pit opening does not exceed 1 metre in width or in diameter when measured between the widest points or outer edges.
- d. Equipped with a mesh screen with openings no larger than 12.5 millimetres secured in place with latches or weights that is constructed of expanded metal (or equivalent material) and is used to cover the fire pit opening in a manner sufficient to contain and reduce the hazards of airborne sparks;
- e. Enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials; and
- f. Not located over any underground utilities or under any aboveground wires.

2.03 **"Acceptable Fireplace"** means an outdoor receptacle that meets the following specifications:

- a. A minimum of 1 metre clearance measured from the nearest fireplace edge to the nearest edge of buildings, property line, or combustible material;
- b. Constructed of materials such as bricks or rocks that are non-combustible;
- c. Equipped with a chimney that is not less than 2.5 metres in height when measured from the base of the fire burning area;
- d. A chimney equipped with a regulation screen designed to contain and reduce the hazards of airborne sparks;
- e. The base of the fire burning area is not less than 0.3 metres above the surrounding grade; and
- f. The fire chamber does not exceed 1.25 metres in width, and is at least 0.4 metres but not more than 0.6 metres in depth.

2.04 **"Barbeque"** means any appliance sold or constructed for the purpose of cooking food outdoors, and may be fueled by any source which includes smokers and other portable appliances.

2.05 **"Burnable Debris"** means those materials permitted to be burned in accordance with the Alberta Environmental Protection and Enhancement Act, which include, but are not limited to:

- a. Straw and stubble;
- b. Grass and weeds;
- c. Leaves and tree pruning;
- d. Brush and fallen trees on newly cleared land or associated logging operations;
- e. Used power, telegraph and telephone poles, which do not contain wood preservatives;
- f. Wood material from the construction or demolition of buildings, which does not contain wood preservatives;
- g. Solid waste from sawmills or planing mills with an annual production of less than 6500 cubic metres of lumber;

2.06 **"Burning Hazard"** means an actual or potential occurrence of fire or other combustion of organic or inorganic material that could endanger human life or property.

2.07 **"Bylaw Tag"** means a ticket or similar document issued by the County pursuant to the Municipal Government Act.

- 2.08 **"Consumer Fireworks"** means Fireworks that are low-hazard and designed for recreational use. These fireworks are classified F.1 by Section 36(2)(f) of the Explosives Regulations 2013.
- 2.09 **"Council"** means the Council of Mountain View County.
- 2.10 **"County" or "Mountain View County"** means the Municipality of Mountain View County in the Province of Alberta.
- 2.11 **"Chief Administrative Officer " or "CAO"** means that person appointed to the position and title by the Municipal Council of Mountain View County and includes any person appointed by the CAO to act as their appointee.
- 2.12 **"Dangerous Goods"** means any product, substance or organism specified in the regulations or included by its nature in any of the classes listed in the regulations under the Dangerous Goods Transportation and Handling Act.
- 2.13 **"Display Fireworks"** means Fireworks that are high-hazard and designed for professional use. These fireworks are classified F.2 by Section 36(2)(f) of the Explosives Regulations 2013.
- 2.14 **"District Fire Chief"** means the Fire Chief of any of the Local Fire Services within Mountain View County's boundaries, including urban municipalities, howsoever appointed or their designate.
- 2.15 **"False Alarm"** means any fire alarm that is set off needlessly, through willful, accidental, human or mechanical error to which Fire Services responds.
- 2.16 **"Fire"** means any combustible material in a state of combustion, and includes hot ashes and smoldering embers.
- 2.17 **"Fire Ban"** means any order from the Province or from the CAO in accordance with Section 14 of this Bylaw which prohibits Fires in all or any part of the County.
- 2.18 **"Fire Guardian"** means a person named, appointed or deemed a Fire Guardian pursuant to the *Forest and Prairie Protection Act*
- 2.19 **"Fire Hazard"** means combustible material that, through its nature, location, condition or arrangement, or any combination of those factors, may ignite or be ignited and that, if it ignites or is ignited, could create a Burning Hazard.
- 2.20 **"Fire Permit"** means a permit issued by an individual authorized by the County to do so pursuant to this Bylaw, authorizing a setting of a specific type of fire, and includes a fire permit issued by a Fire Guardian pursuant to the *Forest and Prairie Protection Act*
- 2.21 **"Fire Restriction"** means any order from the Province or from the CAO in accordance with Section 13 of this Bylaw which restricts Fires in all or any part of the County.
- 2.22 **"Fire Services"** means Mountain View County Fire Services, being a County department established pursuant to the laws of Alberta and the provisions of this Bylaw providing fire protection services to the County and includes all persons appointed or recruited to the various positions prescribed herein including volunteers, all equipment, apparatus, materials and supplies used in the provision of fire protection services and any and all Local Fire Services.
- 2.23 **"Fireworks Permit"** means a permit issued by an individual authorized by the County to do so pursuant to this Bylaw in the form adopted by the County from time to time, authorizing the possession, handling, discharging, firing or setting off of Consumer Fireworks or Display Fireworks.



- 2.24 **"Fireworks Sale and Storage Permit"** means a document issued by the Chief Administrative Officer pursuant to this Bylaw, in the form adopted by the County from time to time, authorizing the sale or storage for the purpose of sale of Consumer Fireworks.
- 2.25 **"Forest Officer"** means a forest officer under the Forests Act;
- 2.26 **"Incident"** means a Fire, or a situation where a Fire or an explosion is imminent, or any other situation presenting a danger or possible danger to life or property and to which Fire Services may respond.
- 2.27 **"Local Fire Services"** means fire protection services provided to the County by a municipality within the boundaries of Mountain View County, including all persons appointed or recruited to the various positions prescribed herein including volunteers and all equipment, apparatus, materials and supplies used in the provision of fire protection services.
- 2.28 **"Member"** means any person who is a duly appointed Member of Fire Services whether that Member is full time, part time, paid or a volunteer.
- 2.29 **"Member in Charge"** means the Member delegated the power to manage and direct all apparatus, equipment and manpower at an Incident by the District Fire Chief.
- 2.30 **"Mountain View County Fire District"** means designated response areas for local Fire Services within Mountain View County as determined by Mountain View County.
- 2.31 **"Open Fire"** means any fire which is not an acceptable Fire Pit Fire, or Burning Barrel Fire and which, without limiting the generality of the foregoing, may include grass fires, forest and brush fires, Running Fires, structure fires, building fires, stubble/straw fires, wood scrap fires, ground thawing fires and chattel fires.
- 2.32 **"Peace Officer"**. means a Community Peace Officer as appointed under the authority of the Alberta Peace Officer Act, a Bylaw Enforcement Officer appointed by the County pursuant to the Municipal Government Act and any person employed by or authorized as such by Mountain View County, or the Sheriffs Branch, or a member of the Royal Canadian Mounted Police.
- 2.33 **"Person"** means an individual, firm, partnership, joint venture, proprietorship, corporation, association, society and any other legal entity.
- 2.34 **"Prohibited Debris"** means any material that, when burned, will result in the release into the atmosphere of dense smoke or toxic air contaminants as defined in the Alberta Environment and Protection Enhancement Act and shall include, but are not limited to, the following:
- a. Animal manure;
  - b. Chemicals and chemical containers;
  - c. Combustible material in automobiles;
  - d. Non-wooden material;
  - e. Paints and painting materials;
  - f. Pathological waste;
  - g. Rubber or plastic, or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
  - h. Solid waste from sawmills or planing mills with an annual production in excess of 6500 cubic metres of lumber;
  - i. Tires;
  - j. Toxic substances;

- k. Used oil; or
  - l. Wood or wood products containing substances for the purposes of preserving wood.
- 2.35 **"Quality Management Plan (QMP)"** means the Fire quality management plan approved by County Council for providing Fire Protection Services within the County.
- 2.36 **"Recreational Fire"** means a Fire lit and maintained for the purpose of cooking, warmth or social interaction, otherwise known as a campfire or bonfire and not contained in an Acceptable Fire Pit.
- 2.37 **"Running Fire"** means a Fire burning without being under the control of any Person.
- 2.38 **"Safety Codes Officer"** means an individual who is accredited in the Fire discipline and has designation of powers in Mountain View County.

### **SECTION 3 – SERVICES PROVIDED**

- 3.01 The service may be provided by Mountain View County Fire Services for the purposes of:
- a. Preventing and extinguishing Fires;
  - b. Investigating the cause of Fires in accordance with the Fire Quality Management Plan approved by the Safety Codes Council;
  - c. Preserving life and property and protecting persons and property from injury or destruction by Fire;
  - d. Providing rescue services;
  - e. Preventing, combating and controlling Incidents;
  - f. Carrying out preventative patrols, pre Fire planning and Fire inspections in accordance with the Fire Quality Management Plan approved by the Safety Codes Council;
  - g. Entering into agreements with other Municipalities or persons for the joint use, control and management of Fire extinguishing apparatus and equipment;
  - h. Purchasing and operating apparatus and equipment for extinguishing Fires or preserving life and property, in accordance with approved budgets; and
  - i. Enforcing the provisions of the Safety Codes Act and its regulations.
  - j. Promote fire safety and education.

### **SECTION 4 – DELEGATION OF AUTHORITY**

- 4.01 Council hereby delegates the following powers and authorities:
- a. A District Fire Chief or any Member acting in their position is authorized to cause a building, structure or thing to be pulled down, demolished or otherwise removed if they deem it necessary to prevent the spread of Fire to other buildings, structures or things when responding to an Incident;
  - b. A District Fire Chief or any Member acting in their position is authorized to direct a Member to enter on any land or premises, including adjacent land or premises, to combat, control or deal with an Incident in whatever manner Fire Services, a District Fire Chief, or any other Member in charge at an Incident deems necessary; and
  - c. For the purpose of fire control, Fire Services or any Member may enforce a partial or total Fire Ban.
- 4.02 A District Fire Chief or any Member acting in their position who is a qualified Safety Codes Officer with Designation of Powers within the County, is hereby authorized to perform those duties and responsibilities outlined in the Quality Management Plan under the supervision of the CAO who is responsible for that Plan.

- 4.03 Each District Fire Chief shall establish Standard Operational Guidelines for the provision of Fire Protection and Emergency Response Services for their respective Fire Service which are consistent with this Bylaw and other applicable policies or direction of the County.
- 4.04 Each District Fire Chief shall maintain and submit to the County on an annual basis:
- a. a record of all Fires and emergency responses attended by the Local Fire Service in a form prescribed by the County;
  - b. a record of all fire inspections carried out and actions taken on account of fire inspections according to the Quality Management Plan; and
  - c. any other records incidental to the operation of the department.
- 4.05 A District Fire Chief may obtain assistance from other officials of the County as they deems necessary in order to discharge their duties and responsibilities under this Bylaw and other applicable policies of the County.
- 4.06 A District Fire Chief shall be responsible for the use, care and protection of Local Fire Services property.
- 4.07 A District Fire Chief shall manage and administer the affairs of their respective Local Fire Services pursuant to this Bylaw and other applicable policies and agreements of the County.
- 4.08 A District Fire Chief may appoint Members to the Local Fire Services.
- 4.09 A District Fire Chief may appoint one or more Members of the Local Fire Services to act as District Fire Chief in their absence for a period not to exceed thirty (30) days.
- 4.10 Members of the Local Fire Services shall be responsible to the District Fire Chief for the performance of their duties pursuant to this Bylaw and other applicable policies and agreements of the County and such other duties as may be assigned by the District Fire Chief from time to time.
- 4.11 The Member in Charge at an Incident in their Local Fire Services response area shall have control, direction and management of all apparatus, equipment and manpower assigned to that Incident and shall continue to act as the Member in Charge until relieved by another Member authorized to do so.
- 4.12 The Member in Charge shall be responsible for directing and managing the operations necessary for a volunteer Fire Service for fighting and extinguishing a Fire or controlling other emergency Incidents.
- 4.13 The Member in Charge shall take action as deemed necessary for preserving lives and property and protecting persons and property from injury or destruction from Fire and other emergency Incidents.



**SECTION 5 – FIRE GUARDIANS**

- 5.01 Annually at the Organizational Meeting, Council shall appoint a sufficient number of Fire Guardians, for a term not exceeding one year, with effect from the beginning of the fire season, in accordance with the provisions of the Forest and Prairie Protection Act to enforce the provisions of the Forest and Prairie Protection Act and this Bylaw within the boundaries of the County, except that part of the County that is within a forest protection area.
- 5.02 The Reeve, Councillors and the CAO by virtue of their office are Fire Guardians for the County, except that part of the County that is within a forest protection area.
- 5.03 Unless otherwise limited by this Bylaw, each Fire Guardian shall have the authority to:
- a. Enforce the provisions of the Forest and Prairie Protection Act and this Bylaw on any land within the County;
  - b. Require any able-bodied adult person, who is not exempted by the regulations of the Forest and Prairie Protection Act, to assist in fighting a Fire;
  - c. Commandeer and authorize payment for the possession or use of any equipment for the purposes of fighting a Fire;
  - d. At any reasonable time, without a warrant, , enter on any land and premises, except a private dwelling house, for the purpose of discharging their duties under this Bylaw or the Forest and Prairie Protection Act;
  - e. Prevent interference with the efforts of persons engaged in extinguishing a Fire or preventing the spread thereof by regulating the conduct of the public at or in the vicinity of the Fire.

**SECTION 6 – CONTROL OF FIRE OR BURNING HAZARDS**

- 6.01 If Fire Services finds, within the County boundaries, on privately owned land or occupied public land, conditions that in the opinion of Fire Services constitute a Fire Hazard or a Burning Hazard, it may request a Safety Codes Officer issue an order to the owner, occupier or person in control of the land on which the Fire Hazard or Burning Hazard exists to reduce or remove the Fire Hazard or Burning Hazard as the case may be within a fixed period of time.
- 6.02 In the event an order made pursuant to Section 6.01 has not been complied with, Fire Services may enter onto the land with any equipment and persons it considers necessary and perform the work required to reduce or remove the Fire Hazard or Burning Hazard.
- 6.03 Where work is performed pursuant to Section 6.02:
- a. The owner, occupier or person in control of the land shall, upon written request of the County, reimburse the County for the costs and expenses associated with the work performed;
  - b. The County may recover such unpaid costs and expenses as a debt due and owing to the County; and
  - c. Where such unpaid costs and expenses are not paid, such unpaid costs and expenses may be charged against the land as a lien in respect of that land and improvements.

**SECTION 7 – REPORTING OF FIRES**

- 7.01 The owner, occupier or person in control of any land or property damaged by fire, or their authorized agent, shall immediately report to Local Fire Services the particulars of the Fire in a manner and detail satisfactory to the District Fire Chief.
- 7.02 The owner, occupier or person in control of any land or property containing Dangerous Goods which sustains an accidental or unplanned release of the Dangerous Goods shall immediately report the particulars of the release to the District Fire Chief in a manner satisfactory to the District Fire Chief.

**SECTION 8 – FIRE PERMIT REQUIREMENTS**

- 8.01 Within the boundaries of the County, with the exception of those areas designated within the Forest and Prairie Protection area, Fire Permits shall be required for the full calendar year unless specifically exempted by this Bylaw.
- 8.02 Notwithstanding Section 8.01, a Fire Permit shall not be required under this Bylaw for:
- a. The cooking of food using a Barbeque; or
  - b. Recreational Fires or the cooking of food in an Acceptable Fire Pit or Acceptable Fireplace, provided:
    - i. Only clean fuel is used such as natural gas, dry wood or charcoal in amounts, which will be contained within the fire pit or fireplace below the mesh screen;
    - ii. The Acceptable Fire Pit or Acceptable Fireplace is not used to burn Prohibited Debris;
    - iii. A means, acceptable to Fire Services, of controlling or extinguishing the Fire is available on the property and within reasonable distance from where the fire occurs.
    - iv. The fire is kept under control and supervised at all times by a responsible adult person until such time that the fire has been completely extinguished; and
    - v. The flame height does not exceed one meter above the structure or container.
  - c. Burning only Burnable Debris in an Acceptable Burning Barrel;
  - d. Any Fire set by Fire Services for the purposes of training; or
  - e. Any Fire for which a District Fire Chief determines in their absolute discretion does not require a Fire Permit.
  - f. Fires that are fueled by compressed gas (i.e. propane torches, oxygen/acetylene torches)
  - g. Fires that are comparable to Recreational Fires used for agricultural purposes (i.e. small Fires used for branding or disposal of small amounts of Burnable Debris)
- 8.03 No person shall set, permit or maintain any Open Fire at any time of the year such that the smoke emitted from the fire impairs visibility on a highway or which, in the sole discretion of Fire Services, becomes a nuisance or safety concern on any highway or property. The person who set, permitted or maintained such an Open Fire shall extinguish the fire immediately upon the order of Fire Services.
- 8.04 No unauthorized Fires or Fireworks are allowed on County owned property, roadways or in areas designated as Municipal or Environmental Reserve.
- 8.05 For any permits issued for Open Fires, all persons shall keep the fire under control at all times, have a responsible person available onsite capable of fire control/extinguishment and have an appropriate means of fire control/extinguishment on site at all times, which when a Fire

Permit has been approved for an Open Fire on agricultural lands, shall include farming implements capable of producing a fire break on site.

## **SECTION 9 – FIRE PERMIT APPLICATION PROCESS**

- 9.01 An application for a Fire Permit may be made in person, electronically, or via telephone. Each permit application shall contain the following information:
- a. The name, address and telephone number, if applicable, of the applicant. The phone number provided shall be a cell phone of an individual available on site of the burn or a phone number that will be monitored during the time of the burn to answer any inquiries that may arise;
  - b. The reason a Fire Permit is required;
  - c. The legal description of the land upon which the fire will be set and the exact location of the fire on those lands, including the municipal address where applicable;
  - d. Whether the applicant is the owner of the property;
  - e. A description of the combustible material the applicant proposes to burn;
  - f. The size of the Open Fire area or estimated volume where applicable;
  - g. The precautions proposed to be taken by the applicant to ensure that the proposed fire will remain under the control of the applicant;
  - h. The time for which the applicant proposes the Fire Permit remain valid;
  - i. Acceptance of the terms and conditions of liability.
- 9.02 Upon receiving an application for a Fire Permit, a Fire Guardian shall consider the permit application and, after having done so, a Fire Guardian may, in their absolute discretion:
- a. Refuse to grant a Fire Permit;
  - b. Grant a Fire Permit with or without conditions as deemed appropriate; or
  - c. Determine that a Fire Permit is not required.
- 9.03 A Fire Guardian, in their sole discretion, may terminate or suspend a Fire Permit at any time. Upon receiving notice of the suspension or cancellation of a Fire Permit, the Person the Fire Permit was issued to shall immediately take action to extinguish any Fire authorized pursuant to the Fire Permit.
- 9.04 A Fire Permit, when issued, will be at no cost to the applicant.
- 9.05 A Fire Permit shall not be transferable.
- 9.06 A Fire Permit issued pursuant to this Bylaw is valid for a maximum of 21 days. If a Fire authorized pursuant to a Fire Permit continues to burn after the period of time for which the Fire Permit is valid, the Person the Fire Permit was issued to shall immediately take action to extinguish the Fire.
- 9.07 A Fire Guardian may extend in writing the period of time that a Fire Permit is valid up to a maximum of 21 days, provided the Fire Permit has not expired when the extension is granted.

## **SECTION 10 – FIREWORKS AND EXPLOSIVES**

- 10.01 No person shall possess, handle, discharge, fire or set off Consumer Fireworks or Display Fireworks in the County without first obtaining a Fireworks Permit from the County.



- 10.02 The CAO may impose such conditions and restrictions on the Fireworks Permit as they deem appropriate, in their absolute discretion, which conditions and restrictions may include, but are not limited to:
- a. Time of the day;
  - b. Days of the week;
  - c. Duration of display;
  - d. Geographic location;
  - e. Requirements for notification of affected residents;
  - f. On-site fire suppression materials and resources; and
  - g. Safety precautions to mitigate danger or nuisance to any person or property.
- 10.03 Upon receiving an application for a Fireworks Permit, the CAO shall consider the permit application and, after having done so, may, in their absolute discretion refuse to grant a Fireworks Permit, grant a Fireworks Permit with or without conditions as deemed appropriate, or determine that a Fireworks Permit is not required.
- 10.04 The CAO may in their sole discretion terminate or suspend any previously issued Fireworks Permit for reasons of:
- a. Non-compliance with:
    - i. The Alberta Fire Code;
    - ii. The Explosives Act (Canada); or
    - iii. The Fireworks Permit.
  - b. Changes in environmental conditions; or
  - c. Perceived risk to life, limb or property.
- 10.05 A Fireworks Permit, when issued, shall be at no cost to the applicant
- 10.06 Without the permission of a Forest Officer, no person shall discharge, fire or set off Fireworks from, on or over:
- a. Public land as defined in the Public Lands Act, or
  - b. A forest protection area designated under the Forest and Prairie Protection Act.
- 10.07 No person shall discharge, fire or set off Fireworks:
- a. In a place or in a manner that creates a danger or constitutes a nuisance to any person or property-;
  - b. On a highway, road allowance, public beach or park-;
  - c. In a building or place, unless
    - i. The Fireworks are specifically designed and clearly marked by the manufacturer for such use, and
    - ii. The building or place is acceptable to Fire Services,
  - d. Within 10 metres of any building, tent, trailer, canvas shelter or motor vehicle;
  - e. Within 200 metres of any place where explosives or flammable liquids or combustible liquids or substances are manufactured or stored;
  - f. Within 250 metres of a correctional institution as defined in the Corrections Act, a facility as defined in the Mental health Act, a nursing home within the meaning of the Nursing Homes Act, a social care facility as defined in the Social Care Facilities Licensing Act, a hospital as defined in the Hospitals Act, an educational institution or a church, unless acceptable to the Fire Services; or
  - g. When the wind velocity exceeds 20 km/hour or when, in the opinion of the Fire Services weather conditions create an undue Fire Hazard;

- h. During a Fire Restriction or Fire Ban;
  - i. Within close proximity to either the Olds/Didsbury Airport or the Sundre Airport that may be hazardous to aviation safety without the previous approval of the County and appropriate NOTAM placement.
- 10.08 Fire Services, in its sole discretion, may require a person to cease the discharging, firing or setting off of Fireworks when considered necessary to do so for reasons of safety. Upon being directed by Fire Services to cease discharging, firing or setting off Fireworks, the Person the Fireworks Permit was issued to shall immediately take action to cease discharging, firing or setting off Fireworks.
- 10.09 All acquisition, possession, storage, handling, sale, transportation or delivery of explosives or components of explosives shall be done in accordance with the Explosives Act, R.S.C. 1985, and any associated Regulations.

#### **SECTION 11 – FIREWORKS – Consumer Fireworks**

- 11.01 In order to obtain a Fireworks Permit for discharging Consumer Fireworks on private land the applicant must:
  - a. Obtain the consent of the owner or occupant of that land and the owner or occupant of neighbouring land on which debris might reasonably be expected to fall;
  - b. Provide written notification to the Local Fire Service; and
  - c. Provide a copy of the consent required in 11.01 (a) and notification in 11.01 (b) to the CAO.
- 11.02 No person who is under 18 years of age shall purchase, possess, handle, discharge, fire or set off Fireworks.
- 11.03 No person shall discharge, fire or set off Fireworks without a portable extinguisher having a rating of not less than 2-A in the immediate discharge area.
- 11.04 A retailer requires written permission from the County to store, display and sell these products and shall ensure that:
  - a. The manufacturer's instructions on the safe use of fireworks are provided with each sale;
  - b. Notices acceptable to the County are posted at the sales outlet outlining the instructions referred to in Clause (a);
  - c. A record of each sale is kept on the premises where the sale occurs for a period of not less than two years following the date of the sale, and
  - d. A record referred to in Clause (c) shows:
    - i. The date of the sale,
    - ii. The name, address and phone number of the purchaser,
    - iii. A description of the fireworks sold,
    - iv. The date and time the fireworks will be discharged, and
    - v. The location and a description of the site where the fireworks will be discharged.

#### **SECTION 12 – FIREWORKS – Display Fireworks**

- 12.01 No person other than an individual who has a valid display supervisor or pyrotechnical card issued pursuant to the Explosives Act (Canada) shall possess, handle, discharge, fire or set off Display Fireworks in the County.

- 12.02 An application for a Display Fireworks Permit shall be made in writing, a minimum of 14 calendar days prior to the proposed Display Fireworks display, by a display supervisor or pyro technician to the CAO, the application must address all information required by the Explosives Act (Canada) and the Alberta Fire Code, including, but not limited to:
- a. Date, time and location of the proposed display;
  - b. Names, addresses and certification numbers of all display supervisors or pyro technicians and assistants participating in the display;
  - c. The name of the sponsor or purchaser of the display;
  - d. A full description of the planned display and a list of all materials to be fired, detonated, burnt or energized during the display;
  - e. The emergency plan for the display;
  - f. Verification of liability insurance, in an amount acceptable to the County;
  - g. Any other information deemed necessary by the County, or the District Fire Chief.

### **SECTION 13 – FIRE RESTRICTIONS**

- 13.01 The CAO may, in their absolute discretion, from time to time prohibit the issuance of any new Fire Permits and suspend all active Fire Permits by issuing a Fire Restriction when, in their opinion, the prevailing environmental conditions or any other relevant considerations give rise to an increased risk of fire.
- 13.02 A Fire Restriction imposed pursuant to this Bylaw shall remain in effect until such time as contained on the Fire Restriction or until such time that the CAO provides notice that the Fire Restriction is no longer in effect.
- 13.03 Notice of a Fire Restriction will be given in accordance with the County's Advertising Bylaw.
- 13.04 When a Fire Restriction is in place:
- (a) No Fire Permits shall be issued;
  - (b) No Fire Work Permits shall be issued;
  - (c) All existing Fire Permits are suspended;
  - (d) No person shall ignite a fire unless exempted by this Bylaw under Section 8.02;
  - (e) No person shall discharge Fireworks,

### **SECTION 14 – FIRE BANS**

- 14.01 The CAO may, in their absolute discretion, from time to time prohibit the issuance of any new Fire Permits and suspend all active Fire Permits by issuing a Fire Ban when, in their opinion, the prevailing environmental conditions or any other relevant considerations give rise to an increased risk of fire.
- 14.02 A Fire Ban imposed pursuant to this Bylaw shall remain in effect until such time as contained on the Fire Ban or until such time that the CAO provides notice that the Fire Ban is no longer in effect.
- 14.03 Notice of a Fire Ban will be given in accordance with the County's Advertising Bylaw.
- 14.04 When a Fire Ban is in place:
- (a) No Fire Permits shall be issued;



- (b) No Fire Work Permits shall be issued;
- (c) All existing Fire Permits are suspended;
- (d) No person shall ignite a fire regardless of exemption status except for barbeques, internal household fire places and AER flaring;
- (e) Every person shall immediately extinguish any fire lit once the person knows or ought reasonably to know of the Fire Ban;
- (f) No person shall discharge Fireworks.

#### **SECTION 15 – FIRE SERVICES FEES**

- 15.01 Where Local Fire Services has taken any action whatsoever for the purpose of providing fire protection services to the County Fire Services, including and not limited to, site inspections for regulated occupancies; requested site inspections and required fire investigations; business inspections; file search; report copies; duplicate of photograph; photocopy of photograph; the applicable fee as set out in Mountain View County Fee Bylaw shall be paid to Mountain View County.
- 15.02 In the event the County directs resources, including Fire Services, to respond to, suppress or extinguish, control or contain any Fire, hazardous materials or other Incident within the County, including any such action taken by Fire Services on a False Alarm, with CAO approval the County may, in respect of any costs and expenses incurred by the County in taking such action, charge any costs and expenses so incurred to:
- a. The owner or occupant of the land to which the services were provided;
  - b. The Person that is in control of the land to which the services were provided;
  - c. The Person who ignited, maintained or allowed the Fire, or otherwise caused or created the need for the services;
  - d. The Person to whom any Fire Permit was issued, in the case of a Fire.
- 15.03 The schedule of fees and charges to be charged by Mountain View County for services rendered pursuant to this Bylaw shall be as set out in Mountain View County Fee Schedule Bylaw.
- 15.04 In respect of the fees or charges described in Mountain View County Fee Schedule Bylaw:
- a. The County may recover such fees or charges as a debt due and owing to the County; or
  - b. In the case of action taken by Fire Services in respect of land within the County, where the fees or charges are not paid upon demand by the County, the amount levied and unpaid shall be charged against the land upon which the fire was started as taxes due and owing in respect of that land.

#### **SECTION 16 – OFFENCES/RESTRICTIONS**

- 16.01 No Person shall contravene any provision of this Bylaw.
- 16.02 No Person shall ignite, maintain or allow to be maintained a Fire except when such Fire is permitted pursuant to this Bylaw or that Person is a holder of a Fire Permit pursuant to this Bylaw or the Forest and Prairie Protection Act or both, which permits the Fire.

- 16.03 When a Fire is lit or ignited without the appropriate Fire Permit, except a Fire for which a Fire Permit is not required pursuant to this Bylaw, the owner or occupier of the land on which the Fire is lit or the person having control of the land upon which such Fire is lit shall:
- a. Extinguish the Fire immediately; or
  - b. Where they are unable to extinguish the Fire immediately, report the Fire to Fire Services.
- 16.04 No Person shall contravene or breach any term or condition of a Fireworks Permit.
- 16.05 No person shall allow a Fire to become out of control as determined by a District Fire Chief in their absolute discretion.
- 16.06 No person shall either directly or indirectly, personally or through an agent, servant or employee, ignite a Fire and allow it to become a Running Fire on any land, including their own property, or allow a Running Fire to pass from their property, or property under their control, to the property of another.
- 16.07 No person shall:
- a. Light an Open Fire, Burning Barrel Fire, Acceptable Fireplace Fire or Acceptable Fire Pit Fire without first taking sufficient precaution to ensure that the Fire can be kept under control at all times;
  - b. Light an Open fire, Burning Barrel Fire, Acceptable Fireplace Fire or Acceptable Fire Pit Fire when the weather conditions are conducive to creating a Running Fire or when Fire Services or another authorized agency has announced a ban on burning;
  - c. Burn Prohibited Debris;
  - d. Deposit, discard or leave any burning matter or substance where it might ignite other material and cause a Fire;
  - e. Conduct any activity that involves the use of Fire or that creates potential sources of Fire ignition, which might reasonably be expected to cause a Running Fire or Open Fire, unless they exercise reasonable care to prevent such a Fire from occurring;
  - f. Provide false, incomplete or misleading information to Fire Services on or with respect to a Fire Permit application;
  - g. Interfere with the efforts of persons authorized in this Bylaw to extinguish Fires or preserve life or property;
  - h. Interfere with the operation of any Fire Services equipment or apparatus required to extinguish Fires or preserve life or property;
  - i. Damage or destroy any Fire Services property;
  - j. Falsely represent himself as a Fire Services Member or wear or display any uniform, badge, cap, button, insignia or other paraphernalia for the purpose of such false representation;
  - k. Fail to extinguish a fire once a Fire Restriction or Fire Ban has been imposed.
- 16.08 Nothing in this Bylaw shall be interpreted to authorize any Fire, burning or other act which is in contravention of the Environmental Protection and Enhancement Act and amendments thereto, or any regulation made thereunder.
- 16.09 Nothing in this Bylaw shall be interpreted to authorize any Fire, burning or other act which is in contravention of the Forest and Prairie Protection Act and amendments thereto, or any regulation made thereunder.

## **SECTION 17 – PENALTIES**

17.01 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine of not more than Ten Thousand (\$10,000) Dollars and not less than Twenty Five (\$25) Dollars and in default of payment is liable to imprisonment for a term not exceeding six (6) months.

17.02 Where a Peace Officer believes that a person has contravened any provision of this Bylaw, they may serve upon such person a Violation Ticket in accordance with Part 2 of the Provincial Offences Procedure Act, R.S.A. 2002 Chapter P-34.

The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule "A" of this Bylaw in respect of that provision.

17.03 Where any person has been convicted under the same section of this Bylaw within a TWENTY-FOUR (24) month period, the specified penalty payable in respect of the second contravention shall be double in the amount as shown in accordance with Schedule "A".

Where any person has been convicted under the same section of this Bylaw three or more times within a TWENTY-FOUR (24) month period, the specified penalty payable in respect of the third or subsequent contravention shall be quadruple the amount as shown in accordance with Schedule "A".

17.04 A notice or form commonly called a Bylaw Tag having printed wording approved by the County Chief Administrative Officer, may be issued by a Peace Officer to any person alleged to have contravened any provision of this Bylaw or its regulations.

The penalty in lieu of prosecution applicable to any contravention of this Bylaw, to be used when issuing a Bylaw Tag shall be the same as the specified penalty shown in Schedule "A".

17.05 A person who has been served with a Bylaw Tag in relation to an alleged contravention of this Bylaw, and who has paid the penalty provided within the time allowed shall not be liable to prosecution for the subject offence.

17.06 A Bylaw Tag shall be deemed to be sufficiently served:

- a. if served personally on the accused; or
- b. if mailed by regular mail to the address of the owner or person accused.

## **SECTION 18 – SEVERABILITY**

18.01 Each provision of this Bylaw is independent of all other provision. If any such provision is declared invalid by a Court of competent jurisdiction all other provision of this Bylaw will remain valid and enforceable.

## **SECTION -19 REPEAL OF BYLAW**

19.01 Bylaw No. 26/18 is hereby repealed.

## **SECTION 20- EFFECTIVE DATE**

20 .01 This Bylaw shall come into effect at such time as it has received third (3<sup>rd</sup>) reading and has been signed in accordance with the *Municipal Government Act*.

Read the first time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.



Read the second time this \_\_\_\_ day of \_\_\_\_\_, 2022.

Read the third time this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date of Signing

Schedule A  
Mountain View County Specified Penalties

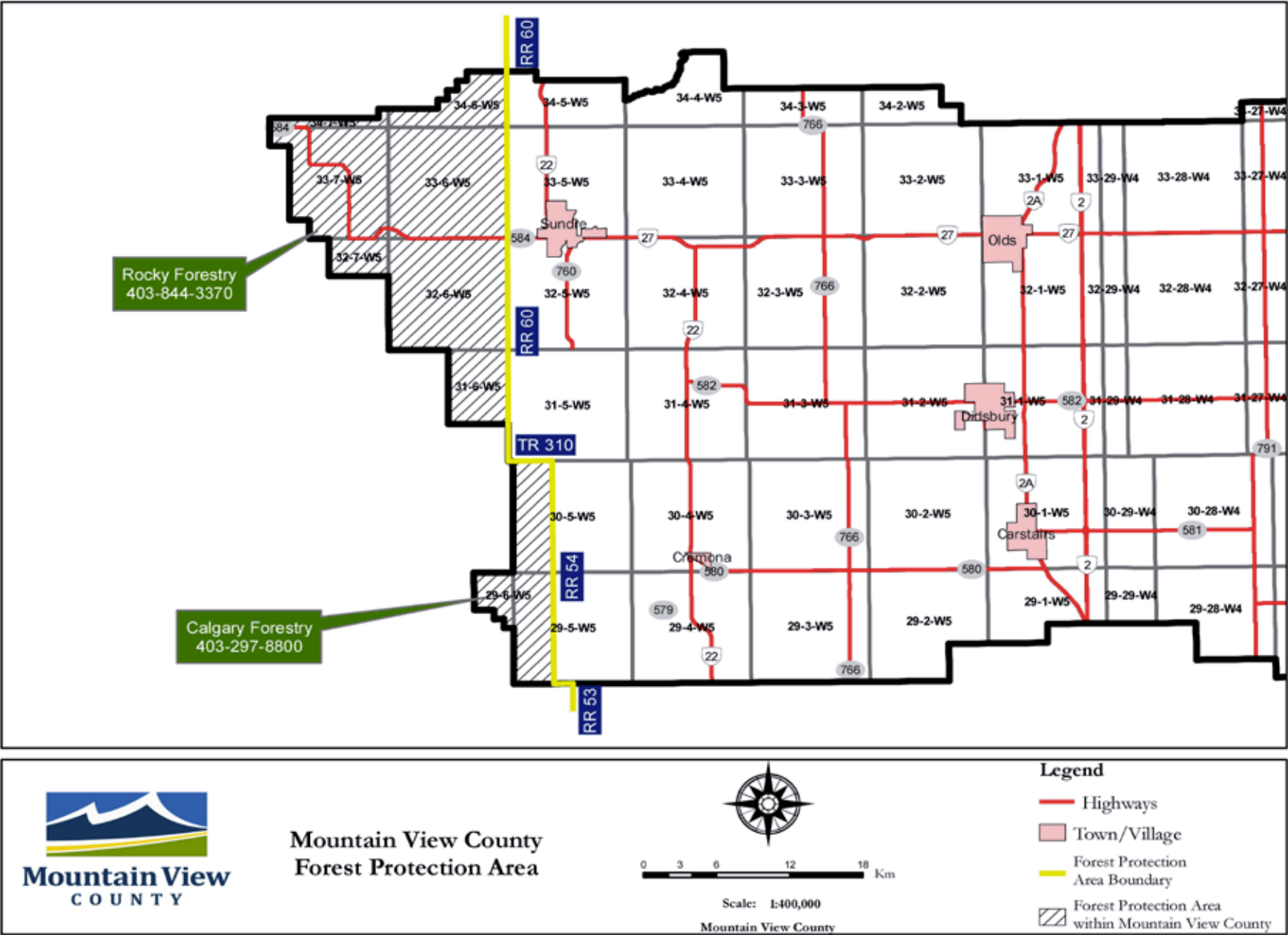
Section	Offence	First Offence	Second Offence (Double)	Third Offence (Quadruple)
10.01	No person shall possess, handle, discharge, fire or set off Consumer or Display Fireworks in the County without first obtaining a Fireworks permit	\$500	\$1000	\$2000
10.07 a	No person shall discharge fire or set off Fireworks in a place or in a manner that creates a danger or constitutes a nuisance to any person or property	\$500	\$1000	\$2000
10.07 b	No person shall discharge fire or set off Fireworks on a highway, road allowance, public beach or park	\$500	\$1000	\$2000
10.07 c	No person shall discharge fire or set off Fireworks In a building or place.	\$500	\$1000	\$2000
10.07 d	No person shall discharge fire or set off Fireworks Within 10 metres of any building, tent, trailer, canvas shelter or motor vehicle	\$500	\$1000	\$2000
10.07 e	No person shall discharge fire or set off Fireworks Within 200 metres of any place where explosives or flammable liquids or combustible liquids or substances are manufactured or stored	\$500	\$1000	\$2000
10.07 f	No person shall discharge fire or set off Fireworks Within 250 metres of a correctional institution as defined in the Corrections Act, a facility as defined in the Mental health Act, a nursing home within the meaning of the Nursing Homes Act, a social care facility as defined in the Social Care Facilities Licensing Act, a hospital as defined in the Hospitals Act, an educational institution or a church	\$500	\$1000	\$2000
10.07 g	No person shall discharge fire or set off Fireworks when the wind velocity exceeds 20 km/hour	\$500	\$1000	\$2000
10.07 h	No person shall discharge fire or set off Fireworks during a Fire Restriction or Fire Ban	\$1000	\$2000	\$4000
10.07 i	No person shall discharge fire or set off Fireworks within close proximity to the Olds Didsbury Airport or Sundre airport that may be hazardous to aviation safety	\$500	\$1000	\$2000
11.02	No person who is under 18 years of age shall purchase, possess, handle, discharge, fire or set off Fireworks.	\$500	\$1000	\$2000
11.03	No person shall discharge, fire or set off Fireworks without a portable extinguisher having a rating of not less	\$500	\$1000	\$2000

	than 2-A in the immediate discharge area.			
16.02	No Person shall ignite, maintain or allow to be maintained a Fire except when such Fire is permitted pursuant to this Bylaw or that Person is a holder of a Fire Permit pursuant to this Bylaw or the Forest and Prairie Protection Act or both, which permits the Fire.	\$500	\$1000	\$2000
8.03	No person shall set, permit or maintain any fire such that the smoke emitted from the fire impairs visibility on a highway, or which in the sole discretion of an Inspection Officer, becomes a nuisance or safety concern on any highway or to neighbouring persons or property	\$500	\$1000	\$2000
8.04	Unauthorized fire or fireworks on County owned property, roadway, or area designated as reserve property	\$500	\$1000	\$2000
8.05	Fail to keep fire under control or have appropriate means of fire control/extinguishment on site at all times	\$500	\$1000	\$2000
8.05	Fail to ensure responsible person is in attendance at the site of fire to supervise it until extinguished	\$500	\$1000	\$2000
16.01	No person shall contravene any provision of this Bylaw	\$250	\$500	\$1000
16.05	Let a fire to burn out of control so as to threaten or cause damage to adjacent property	\$1000	\$2000	\$4000
16.07 a	No person shall light an Open Fire, Burning Barrel Fire, Acceptable Fireplace Fire or Acceptable Fire Pit Fire without first taking sufficient precaution to ensure that the Fire can be kept under control at all times	\$500	\$1000	\$2000
16.07 b	No person shall light an Open fire, Burning Barrel Fire, Acceptable Fireplace Fire or Acceptable Fire Pit Fire when the weather conditions are conducive to creating a Running Fire or when Fire Services or another authorized agency has announced a ban on burning	\$1000	\$2000	\$4000
16.07 c	No person shall Burn Prohibited Debris	\$500	\$1000	\$2000
16.07 d	No person shall deposit, discard or leave any burning matter or substance where it might ignite other material and cause a Fire	\$500	\$1000	\$2000
16.07 e	No person shall conduct any activity that involves the use of Fire or that creates potential sources of Fire ignition, which might reasonably be	\$500	\$1000	\$2000



	expected to cause a Running Fire or Open Fire, unless they exercise reasonable care to prevent such a Fire from occurring			
16.07 f	No person shall provide false, incomplete or misleading information to Fire Services	\$1000	\$2000	\$4000
16.07 g	No person shall interfere with the efforts of persons authorized in this Bylaw to extinguish Fires or preserve life or property	\$1000	\$2000	\$4000
16.07 h	No person shall interfere with the operation of any Fire Services equipment or apparatus required to extinguish Fires or preserve life or property	\$2000	\$4000	\$8000
16.07 i	No person shall damage or destroy any Fire Services property	\$2000	\$4000	\$8000
16.07 j	No person shall falsely represent himself as a Fire Services Member or wear or display any uniform, badge, cap, button, insignia or other paraphernalia for the purpose of such false representation	\$1000	\$2000	\$4000
16.07 k	Fail to extinguish a fire once a Fire Restriction or Fire Ban has been imposed	\$1000	\$2000	\$4000

Schedule B



MOUNTAIN VIEW COUNTY

BYLAW NO. ~~26/18~~10/22

Fire Bylaw

**Mountain View County  
Province of Alberta**

**Bylaw No. ~~26/18~~10/22**

**A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF  
ESTABLISHING A FIRE BYLAW WITHIN MOUNTAIN VIEW COUNTY**

Whereas the Municipal Government Act provides that a Council of a Municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; and

Whereas the Forest and Prairie Protection Act provides certain discretionary and mandatory powers to enable a municipality to carry out and enforce the provisions of the Forest and Prairie Protection Act within its boundaries as applicable; and

Whereas Mountain View County has been accredited by the Safety Codes Council in the Fire Discipline; and

Whereas the Council of Mountain View County wishes to establish fire protection services within Mountain View County and to provide for efficient operation of such fire protection services.

Whereas the Council of Mountain View County recognizes that it is not possible to provide the same level of fire protection services to all areas and persons within the County given limited resources, competing demands for resources, and the geographic size of the County.

Whereas Mountain View County has the authority to regulate fireworks within its jurisdiction, except that part of the county that is within a forest protection area, under the Municipal Government Act and the Alberta Fire Code.

Now, Therefore, the Council of Mountain View County, Duly Assembled, Enacts as Follows:

**SECTION 1 - SHORT TITLE AND PURPOSE**

1.01 This bylaw may be cited as the "Fire Bylaw".

**SECTION 2 - DEFINITIONS**

In this Bylaw, unless the context otherwise requires:

- 2.01 "Acceptable Burning Barrel" means an outdoor receptacle that meets the following specifications and shall include incinerators that are not of an industrial nature as required to be licensed under the Alberta Environmental Protection and Enhancement Act regulations:-
- a. A minimum of 3 metres clearance measured from the nearest edge to a building, - property line or combustible materials;
  - b. The pit opening does not exceed 1 metre in width or in diameter when measured between the widest points or outer edges.
  - c. Equipped with a mesh screen with openings no larger than 12.5 millimetres secured in place with latches or weights that is constructed of expanded metal (or equivalent material) and is used to cover the fire pit opening in a manner sufficient to contain and reduce the hazards of airborne sparks;
  - d. Constructed of non-combustible material; and
  - Not located over underground utility services or under aboveground wires.



~~e.~~ \_\_\_\_\_

**2.02 "Acceptable Fire Pit"** means an outdoor receptacle that meets the following specifications:

- a. A minimum of 3 metres clearance, measured from the nearest fire pit edge to the nearest edge of building, property line, or combustible material;
- b. A height not exceeding 0.6 metres when measured from the surrounding grade to the top of the pit opening;
- ~~b.c.~~ The pit opening does not exceed 1 metre in width or in diameter when measured between the widest points or outer edges.
- ~~c.d.~~ Equipped with a mesh screen with openings no larger than 12.5 millimetres secured in place with latches or weights that is constructed of expanded metal (or equivalent material) and is used to cover the fire pit opening in a manner sufficient to contain and reduce the hazards of airborne sparks;
- ~~d.e.~~ Enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials; and
- ~~e.f.~~ Not located over any underground utilities or under any aboveground wires.

2.032 **"Acceptable Fireplace"** means an outdoor receptacle that meets the following specifications:

- a. A minimum of 1 metre clearance measured from the nearest fireplace edge to the nearest edge of buildings, property line, or combustible material;
- b. Constructed of materials such as bricks or rocks that are non-combustible;
- c. Equipped with a chimney that is not less than 2.5 metres in height when measured from the base of the fire burning area;
- d. A chimney equipped with a regulation screen designed to contain and reduce the hazards of airborne sparks;
- e. The base of the fire burning area is not less than 0.3 metres above the surrounding grade; and
- ~~f. The fire chamber does not exceed 1.25 metres in width, and is at least 0.4 metres but not more than 0.6 metres in depth.~~

~~f.~~

~~2.03 "Acceptable Burning Barrel" means an outdoor receptacle that meets the following specifications:~~

- ~~a. A minimum of 3 metres clearance measured from the nearest edge to a building, property line or combustible materials;~~
- ~~b. Equipped with a mesh screen with openings no larger than 6 millimetres secured in place with latches or weights;~~
- ~~c. Constructed of non-combustible material; and~~
- ~~d. Not located over underground utility services or under aboveground wires.~~

2.04 **"Barbeque"** means any appliance sold or constructed for the purpose of cooking food outdoors, and may be fueled by any source which includes smokers and other portable appliances.

2.05 **"Burnable Debris"** means those materials permitted to be burned in accordance with the Alberta Environmental Protection and Enhancement Act, which include, but are not limited to:

- a. Straw and stubble;
- b. Grass and weeds;
- c. Leaves and tree pruning;
- d. Brush and fallen trees on newly cleared land or associated logging operations;
- e. Used power, telegraph and telephone poles, which do not contain wood preservatives;
- f. Wood material from the construction or demolition of buildings, which does not contain wood preservatives;
- g. Solid waste from sawmills or planing mills with an annual production of less than 6500 cubic metres of lumber;
- ~~h. Solid waste from post and pole operations which does not contain wood preservatives;~~
- ~~or~~
- ~~i. Solid waste from tree harvesting operations.~~

2.06 **"Burning Hazard"** means an actual or potential occurrence of fire or other combustion of organic or inorganic material that could endanger human life or property.

~~2.07 "Bylaw Officer" means a Bylaw Enforcement Officer appointed by Mountain View County under section 555(1) of the Municipal Government Act.~~

2.078 **"Bylaw Tag"** means a ticket or similar document issued by the County pursuant to the Municipal Government Act.

2.0~~8~~9 **"Consumer Fireworks"** means Fireworks that are low-hazard and designed for recreational use. These fireworks are classified F.1 by Section 36(2)(f) of the Explosives Regulations 2013.

2.0~~9~~40 **"Council"** means the Council of Mountain View County.

2.1~~0~~4 **"County" or "Mountain View County"** means the Municipality of Mountain View County in the Province of Alberta.

2.1~~1~~2 **"County Chief Administrative Officer " or "CAO"** means that person appointed to the position and title by the Municipal Council of Mountain View County and includes any person appointed by the CAO to act as ~~their~~his appointee.

2.1~~2~~3 **"Dangerous Goods"** means any product, substance or organism specified in the regulations or included by its nature in any of the classes listed in the regulations under the [Dangerous Goods Transportation and Handling Act](#). ~~Transportation of Dangerous Goods Act.~~

2.1~~3~~4 **"Display Fireworks"** means Fireworks that are high-hazard and designed for professional use. These fireworks are classified F.2 by Section 36(2)(f) of the Explosives Regulations 2013.

2.1~~4~~5 **"District Fire Chief"** means the Fire Chief of any of the Local Fire Services within Mountain View County's boundaries, including urban municipalities, howsoever appointed or ~~their~~his designate.

~~2.16 "Emergency Unit" means a fire truck, pumper truck, rescue truck, mobile command unit, brush truck, tanker, enforcement vehicle or other vehicle designated by Fire Services.~~

2.1~~5~~7 **"False Alarm"** means any fire alarm that is set off needlessly, through willful, accidental, human or mechanical error to which Fire Services responds.

2.1~~6~~8 **"Fire"** means any combustible material in a state of combustion, and includes hot ashes and smoldering embers.

2.1~~7~~9 **"Fire Ban"** means any order from the Province or from the CAO in accordance with Section 1~~4~~5 of this Bylaw which prohibits Fires in all or any part of the County.

~~2.20 "Fire Dispatch" means the 911 dispatch service used by the County for directing emergency calls related to Fire.~~

2.~~21~~18 **"Fire Guardian"** means a person named, appointed or deemed a Fire Guardian pursuant to the *Forest and Prairie Protection Act* :

2.~~19~~22 **"Fire Hazard"** means combustible material that, through its nature, location, condition or arrangement, or any combination of those factors, may ignite or be ignited and that, if it ignites or is ignited, could create a Burning Hazard.

2.2~~0~~3 **"Fire Permit"** means a [permit issued by an individual authorized by the County to do so pursuant to this Bylaw, authorizing a setting of a specific type of fire, and includes a fire permit issued by a Fire Guardian permit issued underpursuant to](#) the *Forest and Prairie Protection Act*

~~X-XX~~2.21 **"Fire Restriction"** means any order from the Province or from the CAO in accordance with Section 13~~XX~~ of this Bylaw which restricts Fires in all or any part of the County.

- 2.2~~24~~<sup>25</sup> **"Fire Services"** means Mountain View County Fire Services, being a County department established pursuant to the laws of Alberta and the provisions of this Bylaw providing fire protection services to the County and includes all persons appointed or recruited to the various positions prescribed herein including volunteers, all equipment, apparatus, materials and supplies used in the provision of fire protection services and any and all Local Fire Services.
- 2.2~~35~~<sup>36</sup> **"Fireworks Permit"** means a permit issued by an individual authorized by the County to do so pursuant to this Bylaw means a document issued by the Chief Administrative Officer pursuant to this Bylaw, in the form adopted by the County from time to time, authorizing the possession, handling, discharging, firing or setting off of Consumer Fireworks or Display Fireworks.



2.2~~46~~ **"Fireworks Sale and Storage Permit"** means a document issued by the Chief Administrative Officer pursuant to this Bylaw, in the form adopted by the County from time to time, authorizing the sale or storage for the purpose of sale, of Consumer Fireworks.

2.2~~7~~—5 **"Forest Officer"** means a forest officer under the Forests Act;

2.2~~68~~ **"Incident"** means a Fire, or a situation where a Fire or an explosion is imminent, or any other situation presenting a danger or possible danger to life or property and to which Fire Services may respond.

2.2~~79~~ **"Local Fire Services"** means fire protection services provided to the County by a municipality within the boundaries of Mountain View County, including all persons appointed or recruited to the various positions prescribed herein including volunteers and all equipment, apparatus, materials and supplies used in the provision of fire protection services.

2.2~~83~~ **"Member"** means any person who is a duly appointed Member of Fire Services whether that Member is full time, part time, paid or a volunteer.

2.2~~93~~ **"Member in Charge"** means the Member delegated the power to manage and direct all apparatus, equipment and manpower at an Incident by the District Fire Chief.

2.3~~03~~ **"Mountain View County Fire District"** means designated response areas for local Fire Services within Mountain View County as ~~shown on attached Schedule B~~ determined by Mountain View County.

2.3~~13~~ **"Open Fire"** means any fire which is not an acceptable Fire Pit Fire, or Burning Barrel Fire and which, without limiting the generality of the foregoing, may include grass fires, forest and brush fires, Running Fires, structure fires, building fires, stubble/straw fires, wood scrap fires, ground thawing fires and chattel fires.

2.3~~24~~ **"Peace Officer"** ~~means a Member of the Royal Canadian Mounted Police or an employee of Mountain View County who is appointed by the Province of Alberta as a Peace Officer with authority within Mountain View County.~~ means a Community Peace Officer as appointed under the authority of the Alberta Peace Officer Act a Bylaw Enforcement Officer appointed by the County pursuant to the Municipal Government Act and any person employed by or authorized as such by Mountain View County, or the Sheriffs Branch, or a member of the Royal Canadian Mounted Police.

2.3~~35~~ **"Person"** means an individual, firm, partnership, joint venture, proprietorship, corporation, association, society and any other legal entity.

2.3~~46~~ **"Prohibited Debris"** means any material that, when burned, will result in the release into the atmosphere of dense smoke or toxic air contaminants as defined in the Alberta Environment and Protection Enhancement Act and shall include, but are not limited to, the following:

a. ~~Animal cadavers;~~

a. ~~Animal manure;~~

a.

b. ~~Chemicals and chemical containers;~~

b.

c. ~~Combustible material in automobiles;~~

- ~~c.~~ Non-wooden material;
- ~~d.~~ Paints and painting materials;
- ~~e.~~ Pathological waste;
- ~~f.~~ Rubber or plastic, or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
- ~~g.~~ Solid waste from sawmills or planning mills with an annual production in excess of 6500 cubic metres of lumber;
- ~~h.~~ Tires;
- ~~i.~~ Toxic substances;
- ~~j.~~ Used oil; or
- ~~k.~~ Wood or wood products containing substances for the purposes of preserving wood.

~~2.357~~ **"Quality Management Plan (QMP)"** means the Fire quality management plan approved by County Council for providing Fire Protection Services within the County.

~~2.368~~ **"Recreational- FireCampfire"** means a Fire lit and maintained for the purpose of cooking, warmth or social interaction, otherwise known as a campfire or bonfire and not contained in an Acceptable Fire Pit.

~~2.379~~ **"Running Fire"** means a Fire burning without being under the control of any Person.

~~2.389~~ **"Safety Codes Officer"** means an individual who is accredited in the Fire discipline and has designation of powers in Mountain View County.

~~2.3940~~ **"Running Fire"** means a Fire burning without being under the control of any Person.

### **SECTION 3 – SERVICES PROVIDED**

3.01 The service may be provided by Mountain View County Fire Services for the purposes of:

- a. Preventing and extinguishing Fires;
- b. Investigating the cause of Fires in accordance with the Fire Quality Management Plan approved by the Safety Codes Council;
- c. Preserving life and property and protecting persons and property from injury or destruction by Fire;
- d. Providing rescue services;
- e. Preventing, combating and controlling Incidents;
- f. Carrying out preventative patrols, pre Fire planning and Fire inspections in accordance with the Fire Quality Management Plan approved by the Safety Codes Council;
- g. Entering into agreements with other Municipalities or persons for the joint use, control and management of Fire extinguishing apparatus and equipment;
- h. Purchasing and operating apparatus and equipment for extinguishing Fires or preserving life and property, in accordance with approved budgets; and
- i. Enforcing the provisions of the Safety Codes Act and its regulations.
- j. Promote fire safety and education.

**SECTION 4 – DELEGATION OF AUTHORITY**

4.01 Council hereby delegates the following powers and authorities:

- a. A District Fire Chief or any Member acting in ~~their~~his position is authorized to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of Fire to other buildings, structures or things when responding to an Incident;
- b. A District Fire Chief or any Member acting in ~~their~~his position is authorized to direct a Member to enter on any land or premises, including adjacent land or premises, to combat, control or deal with an Incident in whatever manner Fire Services, a District Fire Chief, or any other Member in charge at an Incident deems necessary; and
- d. For the purpose of fire control, Fire Services or any Member may enforce a partial or total Fire Ban.

4.02 A District Fire Chief or any Member acting in ~~their~~his position who is a qualified Safety Codes Officer with Designation of Powers within the County, is hereby authorized to perform those duties and responsibilities outlined in the Quality Management Plan under the supervision of the CAO who is responsible for that Plan.

4.03 Each District Fire Chief shall establish Standard Operational Guidelines for the provision of Fire Protection and Emergency Response Services for ~~their~~his respective Fire Service which are consistent with this Bylaw and other applicable policies of the County.

4.04 Each District Fire Chief shall maintain and submit to the County on an annual basis:

- a. a record of all Fires and emergency responses attended by the Local Fire Service in a form prescribed by the County;
- b. a record of all fire inspections carried out and actions taken on account of fire inspections according to the Quality Management Plan; and
- c. any other records incidental to the operation of his department.

4.05 A District Fire Chief may obtain assistance from other officials of the County as he deems necessary in order to discharge ~~their~~his duties and responsibilities under this Bylaw and other applicable policies of the County.

4.06 A District Fire Chief shall be responsible for the use, care and protection of Local Fire Services property.

4.07 A District Fire Chief shall manage and administer the affairs of their respective Local Fire Services pursuant to this Bylaw and other applicable policies and agreements of the County.

4.08 A District Fire Chief may appoint Members to the Local Fire Services.

4.09 A District Fire Chief may appoint one or more Members of the Local Fire Services to act as District Fire Chief in ~~their~~his absence for a period not to exceed thirty (30) days.

4.10 Members of the Local Fire Services shall be responsible to the District Fire Chief for the performance of their duties pursuant to this Bylaw and other applicable policies and agreements of the County and such other duties as may be assigned by the District Fire Chief from time to time.

4.11 The Member in Charge at an Incident in ~~their~~his Local Fire Services response area shall have control, direction and management of all apparatus, equipment and manpower assigned to

that Incident and shall continue to act as the Member in Charge until relieved by another Member authorized to do so.

4.12 The Member in Charge shall be responsible for directing and managing the operations necessary for a volunteer Fire Service for fighting and extinguishing a Fire or controlling other emergency Incidents.

4.13 The Member in Charge shall take action as deemed necessary for preserving lives and property and protecting persons and property from injury or destruction from Fire and other emergency Incidents.



**SECTION 5 – FIRE GUARDIANS**

- 5.01 Annually at the Organizational Meeting, Council shall appoint a sufficient number of Fire Guardians, for a term not exceeding one year, with effect from the beginning of the fire season, in accordance with the provisions of the Forest and Prairie Protection Act to enforce the provisions of the Forest and Prairie Protection Act and this Bylaw within the boundaries of the County, except that part of the county that is within a forest protection area.
- 5.02 The Reeve, Councillors and the CAO by virtue of their office are Fire Guardians for the County, except that part of the county that is within a forest protection area.
- 5.03 Unless otherwise limited by this Bylaw, each Fire Guardian shall have the authority to:
- Enforce the provisions of the Forest and Prairie Protection Act and this Bylaw on any land within the County;
  - Require any able-bodied adult person, who is not exempted by the regulations of the Forest and Prairie Protection Act, to assist in fighting a Fire;
  - Commandeer and authorize payment for the possession or use of any equipment for the purposes of fighting a Fire;
  - At any reasonable time, without a warrant, , enter on any land and premises, except a private dwelling house, for the purpose of discharging ~~their~~<sup>his</sup> duties under this Bylaw or the Forest and Prairie Protection Act;
  - Prevent interference with the efforts of persons engaged in extinguishing a Fire or preventing the spread thereof by regulating the conduct of the public at or in the vicinity of the Fire.

**SECTION 6 – CONTROL OF FIRE OR BURNING HAZARDS**

- 6.01 If Fire Services finds, within the County boundaries, on privately owned land or occupied public land, conditions that in the opinion of Fire Services constitute a Fire Hazard or a Burning Hazard, it may request a Safety Codes Officer issue an order to the owner, occupier or person in control of the land on which the Fire Hazard or Burning Hazard exists to reduce or remove the Fire Hazard or Burning Hazard as the case may be within a fixed period of time.
- 6.02 In the event an order made pursuant to Section 6.01 has not been complied with, Fire Services may enter onto the land with any equipment and persons it considers necessary and perform the work required to reduce or remove the Fire Hazard or Burning Hazard.
- 6.03 Where work is performed pursuant to Section 6.02:
- The owner, occupier or person in control of the land shall, upon written request of the County, reimburse the County for the costs and expenses associated with the work performed;
  - The County may recover such unpaid costs and expenses as a debt due and owing to the County; and
  - ~~Where~~ such unpaid costs and expenses are not paid, such unpaid costs and expenses may be charged against the land as a lien in respect of that land and improvements.

**SECTION 7 – REPORTING OF FIRES**

- 7.01 ~~The owner, occupier or person in control of any land or property damaged by fire, or their~~  
~~authorized agent, shall immediately report to Local Fire Services the particulars of the Fire in~~  
~~a manner and detail satisfactory to the District Fire Chief.~~
- 7.02 The owner, occupier or person in control of any land or property containing Dangerous Goods which sustains an accidental or unplanned release of the Dangerous Goods shall immediately report the particulars of the release to the District Fire Chief in a manner satisfactory to the District Fire Chief.

**SECTION 8 – FIRE PERMIT REQUIREMENTS**

8.01 Within the boundaries of the County, with the exception of those areas designated within the Forest and Prairie Protection area, Fire Permits shall be required for the full calendar year unless specifically exempted by this Bylaw.

8.02 Notwithstanding Section 8.01, a Fire Permit shall not be required under this Bylaw for:

- a. The cooking of food using a Barbeque; or
- b. Recreational Fires or the cooking of food in an Acceptable Fire Pit or Acceptable Fireplace, provided:
  - i. Only clean fuel is used such as natural gas, dry wood or charcoal in amounts, which will be contained within the fire pit or fireplace below the mesh screen;
  - ii. The Acceptable Fire Pit or Acceptable Fireplace is not used to burn Prohibited Debris;
  - iii. A means, acceptable to Fire Services, of controlling or extinguishing the Fire is available on the property and within reasonable distance from where the fire occurs;
  - iv. The fire is kept under control and supervised at all times by a responsible adult person until such time that the fire has been completely extinguished; and
  - v. The flame height does not exceed one meter above the structure or container.
- c. Burning only Burnable Debris in an Acceptable Burning Barrel;
- d. Any Fire set by Fire Services for the purposes of training; or
- e. Any Fire for which a District Fire Chief determines in their absolute discretion does not require a Fire Permit.
- f. Fires that are fueled by compressed gas (i.e. propane torches, oxygen/acetylene torches)
- g. Fires that are comparable to Recreational Fires used for agricultural purposes (i.e. small Fires used for branding or disposal of small amounts of Burnable Debris)

8.03 No person shall set, permit or maintain any Open Fire at any time of the year such that the smoke emitted from the fire impairs visibility on a highway or which, in the sole discretion of Fire Services, becomes a nuisance or safety concern on any highway or property. The person who set, permitted or maintained such an Open Fire shall extinguish the fire immediately upon the order of Fire Services.

8.04 No unauthorized Fires or Fireworks are allowed on County owned property, roadways or in areas designated as Municipal or Environmental Reserve.

8.05 For any permits issued for Open Fires, all persons shall keep the fire under control at all times, have a responsible person available onsite capable of fire control/extinguishment and have an appropriate means of fire control/extinguishment on site at all times, which when a Fire

Permit has been approved for an Open Fire on agricultural lands, shall include farming implements capable of producing a fire break on site.

## **SECTION 9 – FIRE PERMIT APPLICATION PROCESS**

9.01 An application for a Fire Permit may be made in person, electronically, or via telephone. Each permit application shall contain the following information:

- a. The name, address and telephone number, if applicable, of the applicant. The phone number provided shall be a cell phone of an individual available on site of the burn or a phone number that will be monitored during the time of the burn to answer any inquiries that may arise;
- b. The reason a Fire Permit is required;
- c. The legal description of the land upon which the fire will be set and the exact location of the fire on those lands, including the municipal address where applicable;
- d. Whether the applicant is the owner of the property;
- e. A description of the combustible material the applicant proposes to burn;
- f. The size of the Open Fire area or estimated volume where applicable;
- g. The precautions proposed to be taken by the applicant to ensure that the proposed fire will remain under the control of the applicant;
- h. The time for which the applicant proposes the Fire Permit remain valid;
- i. Acceptance of the terms and conditions of liability.

For a map of Permit areas and jurisdiction regarding the Forest Protection Area refer to Schedule "C".

9.02 Upon receiving an application for a Fire Permit, a Fire Guardian shall consider the permit application and, after having done so, a Fire Guardian may, in their absolute discretion:

- a. Refuse to grant a Fire Permit;
- b. Grant a Fire Permit with or without conditions as deemed appropriate; or
- c. Determine that a Fire Permit is not required.

9.03 A Fire Guardian, in their sole discretion, may terminate or suspend a Fire Permit at any time. Upon receiving notice of the suspension or cancellation of a Fire Permit, the Person the Fire Permit was issued to shall immediately take action to extinguish any Fire authorized pursuant to the Fire Permit.

9.04 A Fire Permit, when issued, will be at no cost to the applicant.

9.05 A Fire Permit shall not be transferable.

9.06 A Fire Permit issued pursuant to this Bylaw is valid for a maximum of 21 days. If a Fire authorized pursuant to a Fire Permit continues to burn after the period of time for which the Fire Permit is valid, the Person the Fire Permit was issued to shall immediately take action to extinguish the Fire.

9.07 A Fire Guardian may extend in writing the period of time that a Fire Permit is valid up to a maximum of 21 days, provided the Fire Permit has not expired when the extension is granted.

## **SECTION ~~108~~ – FIREWORKS AND EXPLOSIVES**

~~108.01~~ No person shall possess, handle, discharge, fire or set off Consumer Fireworks or Display Fireworks in the County without first obtaining a Fireworks Permit from the County.

~~108.02~~ The CAO may impose such conditions and restrictions on the Fireworks Permit as he deems appropriate, in ~~their~~his absolute discretion, which conditions and restrictions may include, but are not limited to:

- a. Time of the day;
- b. Days of the week;
- c. Duration of display;
- d. Geographic location;
- e. Requirements for notification of affected residents;
- f. On-site fire suppression materials and resources; and
- g. Safety precautions to mitigate danger or nuisance to any person or property.

~~108.03~~ Upon receiving an application for a Fireworks Permit, the CAO shall consider the permit application and, after having done so, may, in ~~their~~his absolute discretion refuse to grant a Fireworks Permit, grant a Fireworks Permit with or without conditions as deemed appropriate, or determine that a Fireworks Permit is not required.

~~108.04~~ The CAO may in ~~their~~his sole discretion terminate or suspend any previously issued Fireworks Permit for reasons of:

- a. Non-compliance with:
  - i. The Alberta Fire Code;
  - ii. The Explosives Act (Canada); or
  - iii. The Fireworks Permit.
- b. Changes in environmental conditions; or
- c. Perceived risk to life, limb or property.

~~108.05~~ A Fireworks Permit, when issued, shall be at no cost to the applicant

~~108.06~~ With-out the permission of a Forest Officer, no person shall discharge, fire or set off Fireworks from, on or over:

- a. Public land as defined in the Public Lands Act, or
- b. A forest protection area designated under the Forest and Prairie Protection Act.



~~§10.07~~ No person shall discharge, fire or set off Fireworks:

- a. In a place or in a manner that creates a danger or constitutes a nuisance to any person or property;
- b. On a highway, road allowance, public beach or park;
- c. In a building or place, unless
  - i. The Fireworks are specifically designed and clearly marked by the manufacturer for such use, and
  - ii. The building or place is acceptable to Fire Services,
- d. Within 10 metres of any building, tent, trailer, canvas shelter or motor vehicle;
- e. Within 200 metres of any place where explosives or flammable liquids or combustible liquids or substances are manufactured or stored;
- f. Within 250 metres of a correctional institution as defined in the Corrections Act, a facility as defined in the Mental health Act, a nursing home within the meaning of the Nursing Homes Act, a social care facility as defined in the Social Care Facilities Licensing Act, a hospital as defined in the Hospitals Act, an educational institution or a church, unless acceptable to the Fire Services; or
- g. When the wind velocity exceeds 20 km/hour or when, in the opinion of the Fire Services weather conditions create an undue Fire Hazard:-
- h. During a Fire Restriction or Fire Ban:-
- i. Within close proximity to either the Olds/Didsbury Airport or the Sundre Airport that may be hazardous to aviation safety without the previous approval of the County and appropriate NOTAM placement.

~~§10.08~~ Fire Services, in its sole discretion, may require a person to cease the discharging, firing or setting off of Fireworks when considered necessary to do so for reasons of safety. Upon being directed by Fire Services to cease discharging, firing or setting off Fireworks, the Person the Fireworks Permit was issued to shall immediately take action to cease discharging, firing or setting off Fireworks.

~~§10.09~~ All acquisition, possession, storage, handling, sale, transportation or delivery of explosives or components of explosives shall be done in accordance with the Explosives Act, R.S.C. 1985, and any associated Regulations. ~~the Explosives Regulation 2013.~~

#### **SECTION 119 – FIREWORKS – Consumer Fireworks**

~~119.01~~ In order to obtain a Fireworks Permit for discharging Consumer- Fireworks on private land the applicant must:

- a. Obtain the consent of the owner or occupant of that land and the owner or occupant of neighbouring land on which debris might reasonably be expected to fall;
- b. Provide written notification to the Local Fire Service; and
- c. Provide a copy of the consent required in ~~119.01~~ (a) and ~~119.01~~ (b) to the CAO.

~~119.02~~ No person who is under 18 years of age shall purchase, possess, handle, discharge, fire or set off Fireworks.

~~119.03~~ No person shall discharge, fire or set off Fireworks without a portable extinguisher having a rating of not less than 2-A in the immediate discharge area.

~~119.04~~ A retailer requires written permission from the County to store, display and sell these products and shall ensure that:

- a. The manufacturer's instructions on the safe use of fireworks are provided with each sale;
- b. Notices acceptable to the County are posted at the sales outlet outlining the instructions referred to in Clause (a);
- c. A record of each sale is kept on the premises where the sale occurs for a period of not less than two years following the date of the sale, and
- d. A record referred to in Clause (c) shows;
  - i. The date of the sale,
  - ii. The name, address and phone number of the purchaser,
  - iii. A description of the fireworks sold,
  - iv. The date and time the fireworks will be discharged, and
  - v. The location and a description of the site where the fireworks will be discharged.

### **SECTION 120 – FIREWORKS – Display Fireworks**

**120.01** No person other than an individual who has a valid display supervisor or pyrotechnical card issued pursuant to the Explosives Act (Canada) shall possess, handle, discharge, fire or set off Display Fireworks in the County.

**120.02** An application for a Display Fireworks Permit shall be made in writing, a minimum of 14 calendar days prior to the proposed Display Fireworks display, by a display supervisor or pyro technician to the CAO. The application must address all information required by the Explosives Act (Canada) and the Alberta Fire Code, including, but not limited to:

- a. Date, time and location of the proposed display;
- b. Names, addresses and certification numbers of all display supervisors or pyro technicians and assistants participating in the display;
- c. The name of the sponsor or purchaser of the display;
- d. A full description of the planned display and a list of all materials to be fired, detonated, burnt or energized during the display;
- e. The emergency plan for the display;
- f. Verification of liability insurance, in an amount acceptable to the County;
- g. Any other information deemed necessary by the County, or the District Fire Chief.

### **SECTION 11 – FIRE PERMIT REQUIREMENTS**

~~11.01 Within the boundaries of the County, with the exception of those areas designated within the Forest and Prairie Protection area, Fire Permits shall be required for the full calendar year unless specifically exempted by this Bylaw. In addition to any fire permit required pursuant to the Forest and Prairie Protection Act, between March 1 and October 31 of each year, all Fires in the County, unless specifically exempted by this Bylaw, shall require a Fire Permit issued pursuant to this Bylaw. For further clarification, between March 1 and October 31 of each year no Person shall ignite or maintain an Open Fire or any other Fire upon land owned, occupied or under his control within the County, unless a Fire Permit has been obtained, the conditions of the Fire Permit are complied with, and Burnable Debris is burned.~~

~~11.02 Notwithstanding Section 11.01, a Fire Permit shall not be required under this Bylaw for:~~

- ~~a. The cooking of food using a Barbeque; or~~
- ~~b. Recreational campfire Fires or the cooking of food in an Acceptable Fire Pit or Acceptable Fireplace, provided:~~
  - ~~i. Only clean fuel is used such as natural gas, dry wood or charcoal in amounts, which will be contained within the fire pit or fireplace below the mesh screen;~~

- ii. ~~The Acceptable Fire Pit or Acceptable Fireplaces not used to burn Prohibited Debris;~~
- ~~— A means, acceptable to Fire Services, of controlling or extinguishing the Fire is available on the property and within reasonable distance from where the Fire occurs.~~
- ~~— The fire is kept under control and supervised at all times by a responsible adult person until such time that the fire has been completely extinguished; and~~
- ~~— The flame height does not exceed one meter above the structure or container.~~

iii.

- ~~c. Burning only Burnable Debris in an Acceptable Burning Barrel;~~
- ~~d. Any Fire set by Fire Services for the purposes of training; or~~
- ~~e. Any Fire for which a District Fire Chief determines in his absolute discretion does not require a Fire Permit.~~
- ~~f. Fires that are fueled by compressed gas (i.e. propane torches, oxygen/acetylene torches)~~
- ~~g. Fires that are comparable to Recreational Fires used for agricultural purposes (i.e. small Fires used for branding or disposal of small amounts of Burnable Debris)~~

~~11.03 No person shall set, permit or maintain any Open Fire at any time of the year such that the smoke emitted from the fire impairs visibility on a highway or which, in the sole discretion of Fire Services, becomes a nuisance or safety concern on any highway or property. The person who set, permitted or maintained such an Open Fire shall extinguish the fire immediately upon the order of Fire Services.~~

~~11.04 No unauthorized Fires or Fireworks are allowed on County owned property, roadways or in areas designated as Municipal or Environmental Reserve.~~

~~11.05 For any permits issued for Open Fires, all persons shall keep the fire under control at all times, have a responsible person onsite capable of fire control/extinguishment and have an appropriate means of fire control/extinguishment on site at all times, which when a Fire Permit has been approved for an Open Fire on agricultural lands, shall include farming implements capable of producing a fire break on site.~~

~~11.05 In addition to any Fire Permit required under the Forest and Prairie Protection Act, the CAO may require Fire Permits during any other period of the year.~~

## **SECTION 12 – FIRE PERMIT APPLICATION PROCESS**

~~12.01 An application for a Fire Permit may be made in person, electronically, or via telephone. Each permit application shall contain the following information:~~

- ~~a. The name, address and telephone number, if applicable, of the applicant. The phone number provided shall be a cell phone of the individual available on site of the burn or a phone number that will be monitored during the time of the burn to answer any inquiries that may arise;~~
- ~~b. The reason a Fire Permit is required;~~
- ~~c. The legal description of the land upon which the fire will be set and the exact location of the fire on those lands, including the municipal address where applicable;~~
- ~~d. Whether the applicant is the owner of the property;~~
- ~~e. A description of the combustible material the applicant proposes to burn;~~

- ~~f. The size of the Open Fire area or estimated volume where applicable;~~
- ~~g. The precautions proposed to be taken by the applicant to ensure that the proposed fire will remain under the control of the applicant;~~
- ~~h. The time for which the applicant proposes the Fire Permit remain valid;~~
- ~~i. Acceptance of the terms and conditions of liability.~~

~~For a map of Permit areas and jurisdiction regarding the Forest Protection Area refer to Schedule "C"~~

~~12.02 Upon receiving an application for a Fire Permit, a Fire Guardian shall consider the permit application and, after having done so, a Fire Guardian may, in his absolute discretion:~~

- ~~a. Refuse to grant a Fire Permit;~~
- ~~b. Grant a Fire Permit with or without conditions as deemed appropriate; or~~
- ~~c. Determine that a Fire Permit is not required.~~

~~12.03 A Fire Guardian, in his sole discretion, may terminate or suspend a Fire Permit at any time. Upon receiving notice of the suspension or cancellation of a Fire Permit, the Person the Fire Permit was issued to shall immediately take action to extinguish any Fire authorized pursuant to the Fire Permit.~~

~~12.04 A Fire Permit, when issued, will be at no cost to the applicant.~~

~~12.05 A Fire Permit shall not be transferable.~~

~~12.06 A Fire Permit issued pursuant to this Bylaw is valid for a maximum of 21 days. If a Fire authorized pursuant to a Fire Permit continues to burn after the period of time for which the Fire Permit is valid, the Person the Fire Permit was issued to shall immediately take action to extinguish the Fire.~~

~~12.07 A Fire Guardian may extend in writing the period of time that a Fire Permit is valid up to a maximum of 21 days, provided the Fire Permit has not expired when the extension is granted.~~

### SECTION 13 – FIRE RESTRICTIONS

13.01 The CAO may, in their absolute discretion, from time to time prohibit the issuance of any new Fire Permits and suspend all active Fire Permits by issuing a Fire Restriction when, in their opinion, the prevailing environmental conditions or any other relevant considerations give rise to an increased risk of fire.

13.02 A Fire Restriction imposed pursuant to this Bylaw shall remain in effect until such time as contained on the Fire Restriction or until such time that the CAO provides notice that the Fire Restriction is no longer in effect.

13.03 Notice of a Fire Restriction will be given in accordance with the County's Advertising Bylaw.

13.04 When a Fire Restriction is in place:

- (a) No Fire Permits shall be issued;
- (b) No Fire Work Permits shall be issued;
- (c) All existing Fire Permits are suspended;
- (d) No person shall ignite a fire unless exempted by this Bylaw under Section 8.02;
- (e) No person shall discharge Fireworks.



**SECTION 14 – FIRE BANS**

14.01 The CAO may, in their absolute discretion, from time to time prohibit the issuance of any new Fire Permits and suspend all active Fire Permits by issuing a Fire Ban when, in their opinion, the prevailing environmental conditions or any other relevant considerations give rise to an increased risk of fire.

14.02 A Fire Ban imposed pursuant to this Bylaw shall remain in effect until such time as contained on the Fire Ban or until such time that the CAO provides notice that the Fire Ban is no longer in effect.

14.03 Notice of a Fire Ban will be given in accordance with the County's Advertising Bylaw.

14.04 When a Fire Ban is in place:

- (a) No Fire Permits shall be issued;
- (b) No Fire Work Permits shall be issued;
- (c) All existing Fire Permits are suspended;
- (d) No person shall ignite a fire regardless of exemption status except for barbecues, internal household fire places and AER flaring;
- (e) Every person shall immediately extinguish any fire lit once the person knows or ought reasonably to know of the Fire Ban;
- (f) No person shall discharge Fireworks.

**SECTION 153 – FIRE SERVICES FEES**

153.01 Where Local Fire Services has taken any action whatsoever for the purpose of providing fire protection services to the County Fire Services, including and not limited to, site inspections for regulated occupancies; requested site inspections and required fire investigations; business inspections; file search; report copies; duplicate of photograph; photocopy of photograph; the applicable fee as set out in Mountain View County Fee Bylaw shall be paid to Mountain View County.

153.02 In the event the County directs resources, including Fire Services, to respond to, suppress or extinguish, control or contain any Fire, hazardous materials or other Incident within the County, including any such action taken by Fire Services on a False Alarm, with CAO approval the County may, in respect of any costs and expenses incurred by the County in taking such action, charge any costs and expenses so incurred to:

- a. The owner or occupant of the land to which the services were provided;
- b. The Person that is in control of the land to which the services were provided;
- c. The Person who ignited, maintained or allowed the Fire, or otherwise caused or created the need for the services;
- d. The Person to whom any Fire Permit was issued, in the case of a Fire.

135.03 The schedule of fees and charges to be charged by Mountain View County for services rendered pursuant to this Bylaw shall be as set out in Mountain View County Fee Schedule Bylaw.

153.04 In respect of the fees or charges described in Mountain View County Fee Schedule Bylaw:

- a. The County may recover such fees or charges as a debt due and owing to the County;  
or
- b. In the case of action taken by Fire Services in respect of land within the County, where the fees or charges are not paid upon demand by the County, the amount levied and

unpaid shall be charged against the land upon which the fire was started as taxes due and owing in respect of that land.

#### **SECTION 164 – OFFENCES/RESTRICTIONS**

164.01 No Person shall contravene any provision of this Bylaw.

~~164.02~~ — No Person shall ignite, maintain or allow to be maintained a Fire except when such Fire is permitted pursuant to this Bylaw or that Person is a holder of a Fire Permit pursuant to this Bylaw or the Forest and Prairie Protection Act or both, which permits the Fire.

~~164.03~~ When a Fire is lit or ignited without the appropriate Fire Permit, except a Fire for which a Fire Permit is not required pursuant to this Bylaw, the owner or occupier of the land on which the Fire is lit or the person having control of the land upon which such Fire is lit shall:

- a. Extinguish the Fire immediately; or
- b. Where he is unable to extinguish the Fire immediately, report the Fire to Fire Services.

~~164.04~~ No Person shall contravene or breach any term or condition of a Fireworks Permit.

~~164.05~~ No person shall allow a Fire to become out of control as determined by a District Fire Chief in his absolute discretion.

~~164.06~~ — No person shall either directly or indirectly, personally or through an agent, servant or employee, ignite a Fire and allow it to become a Running Fire on any land, including ~~their~~his own property, or allow a Running Fire to pass from ~~their~~his property, or property under ~~their~~his control, to the property of another.

~~164.07~~ No person shall:

- a. Light an Open Fire, ~~or~~ Burning Barrel Fire, Acceptable Fireplace Fire or Acceptable Fire Pit Fire without first taking sufficient precaution to ensure that the Fire can be kept under control at all times;
- b. Light an Open fire, Burning Barrel Fire, Acceptable Fireplace Fire or Acceptable Fire Pit Fire when the weather conditions are conducive to creating a Running Fire or when Fire Services or another authorized agency has announced a ban on burning;
- c. Burn Prohibited Debris;
- d. Deposit, discard or leave any burning matter or substance where it might ignite other material and cause a Fire;
- e. Conduct any activity that involves the use of Fire or that creates potential sources of Fire ignition, which might reasonably be expected to cause a Running Fire or Open Fire, unless he exercises reasonable care to prevent such a Fire from occurring;
- f. Provide false, incomplete or misleading information to Fire Services on or with respect to a Fire Permit application;
- g. Interfere with the efforts of persons authorized in this Bylaw to extinguish Fires or preserve life or property;
- h. Interfere with the operation of any Fire Services equipment or apparatus required to extinguish Fires or preserve life or property;
- i. Damage or destroy any Fire Services property;
- j. Falsely represent himself as a Fire Services Member or wear or display any uniform, badge, cap, button, insignia or other paraphernalia for the purpose of such false representation;
- k. Fail to extinguish a fire once a [Fire Restriction or](#) Fire Ban has been imposed.

~~16.086~~ Nothing in this Bylaw shall be interpreted to authorize any Fire, burning or other act which is in contravention of the Environmental Protection and Enhancement Act and amendments thereto, or any regulation made thereunder.

~~16.097~~ Nothing in this Bylaw shall be interpreted to authorize any Fire, burning or other act which is in contravention of the Forest and Prairie Protection Act and amendments thereto, or any regulation made thereunder.

### SECTION 15 — FIRE RESTRICTIONS

~~15.01 The CAO may, in their absolute discretion, from time to time prohibit the issuance of any new Fire Permits and suspend all active Fire Permits by issuing a Fire Restriction when, in their opinion, the prevailing environmental conditions or any other relevant considerations give rise to an increased risk of fire.~~

~~15.02 A Fire Restriction imposed pursuant to this Bylaw shall remain in effect until such time as contained on the Fire Restriction or until such time that the CAO provides notice that the Fire Restriction is no longer in effect.~~

~~15.03 Notice of a Fire Restriction will be given in accordance with the County's Advertising Bylaw.~~

~~15.04 When a Fire Restriction is in place:~~

- ~~— No Fire Permits shall be issued;~~
- ~~— No Fire Work Permits shall be issued;~~
- ~~— All existing Fire Permits are suspended;~~
- ~~— No person shall ignite a fire unless exempted by this Bylaw under Section 11.02~~
- ~~— No person shall discharge fireworks;~~

### SECTION 16 — FIRE BANS

~~15.01 When the prevailing environmental conditions give rise to an increased risk of fire becoming a Running Fire, the CAO, in his absolute discretion, may order a Fire Ban within the County or part of the County and require that any Fire be extinguished immediately.~~

~~15.02 A Fire Ban imposed by the CAO shall be in force until such time as the CAO gives notice to the public that the Fire Ban has been lifted.~~

~~15.03 Any Fire Permits that were previously issued to property located in the area affected by the Fire Ban will be SUSPENDED for the duration of the Fire Ban.~~

~~15.04 The CAO may authorize the following Fire Bans:~~

- ~~a. — Partial Fire Ban — The following types of Fires are banned:~~
  - ~~i. — Open Fires~~
  - ~~ii. — Fireworks~~
  - ~~iii. — Recreational Fires not contained in an Acceptable Fire Pit~~
  - ~~iv. — Permit burning. All outstanding burning permits are suspended until further notice.~~
  - ~~v. — Exceptions Include:~~
    - ~~1. — Acceptable Burning Barrels~~
    - ~~2. — Acceptable Fire Pits~~
    - ~~3. — Acceptable Outdoor Fireplace~~
    - ~~4. — Barbeques~~
    - ~~5. — Household Fireplaces~~

~~6. AER flaring~~

~~16.01 The CAO may, in their absolute discretion, from time to time prohibit the issuance of any new Fire Permits and suspend all active Fire Permits by issuing a Fire Ban when, in their opinion, the prevailing environmental conditions or any other relevant considerations give rise to an increased risk of fire.~~

~~16.02 A Fire Ban imposed pursuant to this Bylaw shall remain in effect until such time as contained on the Fire Ban or until such time that the CAO provides notice that the Fire Ban is no longer in effect.~~

~~16.03 Notice of a Fire Ban will be given in accordance with the County's Advertising Bylaw.~~

~~16.04 When a Fire Ban is in place:~~

- ~~— No Fire Permits shall be issued;~~
- ~~— No Fire Work Permits shall be issued;~~
- ~~— All existing Fire Permits are suspended;~~
- ~~— No person shall ignite a fire regardless of exemption status except for barbeques, internal household fire places and AER flaring;~~
- ~~— Every person shall immediately extinguish any fire lit once the person knows or ought reasonably to know of the Fire Ban;~~
- ~~— No person shall discharge fireworks;~~

~~b. Complete Fire Ban: The following types of Fires are banned:~~

~~i. Open Fires~~

- ~~ii. Fireworks~~
- ~~iii. Acceptable Burning Barrels;~~
- ~~iv. Acceptable Fire Pits;~~
- ~~v. Acceptable Outdoor Fireplace;~~
- ~~vi. Recreational Fires~~

~~c. Only exceptions are:~~

- ~~i. Internal household fire places;~~
- ~~ii. AER flaring;~~
- ~~iii. Barbeques;~~

Commented [CA1]: Reminder to re-order so these sections are earlier in the Bylaw

**SECTION 176 – PENALTIES**

~~176.01~~ Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine of not more than Ten Thousand (\$10,000) Dollars and not less than Twenty Five (\$25) Dollars and in default of payment is liable to imprisonment for a term not exceeding six (6) months.

~~176.02~~ Where a Peace Officer believes that a person has contravened any provision of this Bylaw, he may serve upon such person a Violation Ticket in accordance with Part 2 of the Provincial Offences Procedure Act, R.S.A. 2002 Chapter P-34.

The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule "A" of this Bylaw in respect of that provision.

~~176.03~~ Where any person has been convicted under the same section of this Bylaw within a TWENTY-FOUR (24) month period, the specified penalty payable in respect of the second contravention shall be double in the amount as shown in accordance with Schedule "A".



Where any person has been convicted under the same section of this Bylaw three or more times within a TWENTY-FOUR (24) month period, the specified penalty payable in respect of the third or subsequent contravention shall be quadruple the amount as shown in accordance with Schedule "A".

1~~7~~6.04 A notice or form commonly called a Bylaw Tag having printed wording approved by the County Chief Administrative Officer, may be issued by a Peace Officer to any person alleged to have contravened any provision of this Bylaw or its regulations.

The penalty in lieu of prosecution applicable to any contravention of this Bylaw, to be used when issuing a Bylaw Tag shall be the same as the specified penalty shown in Schedule "A".

1~~7~~6.05 A person who has been served with a Bylaw Tag in relation to an alleged contravention of this Bylaw, and who has paid the penalty provided within the time allowed shall not be liable to prosecution for the subject offence.

1~~7~~6.06 A Bylaw Tag shall be deemed to be sufficiently served:

- a. if served personally on the accused; or
- b. if mailed by regular mail to the address of the owner or person accused.

#### **SECTION 1~~8~~7 – SEVERABILITY**

1~~8~~7.01 Each provision of this Bylaw is independent of all other provision. If any such provision is declared invalid by a Court of competent jurisdiction all other provision of this Bylaw will remain valid and enforceable.

#### **SECTION -1~~9~~8 REPEAL OF BYLAW**

1~~9~~8.01 Bylaw No. ~~11/13~~26/18 and Bylaw No. ~~06/17~~ are hereby repealed.

#### **SECTION 2019- EFFECTIVE DATE**

2019.01 This Bylaw shall come into effect at such time as it has received third (3<sup>rd</sup>) reading and has been signed in accordance with the *Municipal Government Act*.

Read the first time this ~~14 day of November 2018~~ day of , 2022.-

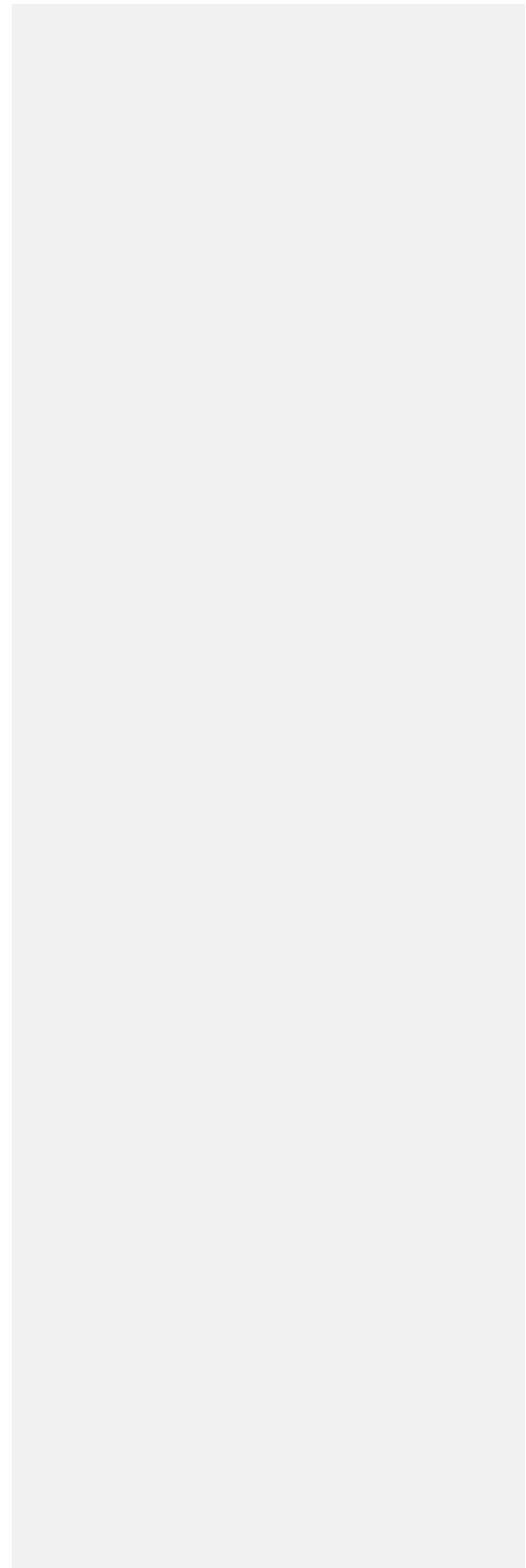
Read the second time this ~~14 day of November 2018~~ day of , 2022.-

Read the third time this ~~14 day of November 2018~~ day of , 2022.-

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date of Signing



## Schedule A

## Mountain View County Specified Penalties

Section	Offence	First Offence	Second Offence (Double)	Third Offence (Quadruple)
<del>108.01</del>	No person shall possess, handle, discharge, fire or set off Consumer or Display Fireworks in the County without first obtaining a Fireworks permit	<del>\$500</del> 250	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>108.08 a</del>	No person shall discharge fire or set off Fireworks in a place or in a manner that creates a danger or constitutes a nuisance to any person or property	<del>\$500</del> 250	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>108.08 b</del>	No person shall discharge fire or set off Fireworks on a highway, road allowance, public beach or park	<del>\$250</del> \$500	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>108.08 c</del>	No person shall discharge fire or set off Fireworks in a building or place.	<del>\$250</del> \$500	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>108.08 d</del>	No person shall discharge fire or set off Fireworks Within 10 metres of any building, tent, trailer, canvas shelter or motor vehicle	<del>\$250</del> \$500	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>108.08 e</del>	No person shall discharge fire or set off Fireworks Within 200 metres of any place where explosives or flammable liquids or combustible liquids or substances are manufactured or stored	<del>\$250</del> \$500	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>108.08 f</del>	No person shall discharge fire or set off Fireworks Within 250 metres of a correctional institution as defined in the Corrections Act, a facility as defined in the Mental health Act, a nursing home within the meaning of the Nursing Homes Act, a social care facility as defined in the Social Care Facilities Licensing Act, a hospital as defined in the Hospitals Act, an educational institution or a church	<del>\$250</del> \$500	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>108.08 g</del>	No person shall discharge fire or set off Fireworks when the wind velocity exceeds 20 km/hour	<del>\$250</del> \$500	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>108.08 h</del>	No person shall discharge fire or set off Fireworks during a <a href="#">Fire Restriction or Fire Ban</a>	<del>\$500</del> 1000	<del>\$1000</del> \$2000	<del>\$2000</del> \$4000
<del>119.02</del>	No person who is under 18 years of age shall purchase, possess, handle, discharge, fire or set off Fireworks.	<del>\$250</del> \$500	<del>\$500</del> \$1000	<del>\$1000</del> \$2000
<del>119.03</del>	No person shall discharge, fire or set off Fireworks without a portable extinguisher having a rating of not less than 2-A in the immediate discharge area.	<del>\$250</del> \$500	<del>\$500</del> \$1000	<del>\$1000</del> \$2000

<del>124</del> .01	No Person shall ignite or maintain an Open Fire or any other Fire upon land owned, occupied or under his control within the County, unless Fire Permit has been obtained	<del>\$250</del> <u>\$500</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>
<del>844</del> .03	No person shall set, permit or maintain any fire such that the smoke emitted from the fire impairs visibility on a highway, or which in the sole discretion of an Inspection Officer, becomes a nuisance or safety concern on any highway or to neighbouring persons or property	<del>\$250</del> <u>\$500</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>
<del>844</del> .04	Unauthorized fire or fireworks on County owned property, roadway, or area designated as reserve property	<del>\$250</del> <u>\$500</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>
<del>844</del> .05	<u>Fail to keep fire under control or have appropriate means of fire control/extinguishment on site at all times</u>	<del>\$500</del> <u>\$250</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>
<del>8.0544</del> <del>056</del>	<u>Fail to ensure responsible person is in attendance at the site of fire to supervise it until extinguished</u>	<del>\$250</del> <u>\$500</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>
<del>164</del> .01	No person shall contravene any provision of this Bylaw	<del>\$25</del> <u>\$250</u>	<del>\$50</del> <u>\$500</u>	<del>\$100</del> <u>\$1000</u>
<del>164</del> .04	Let a fire to burn out of control so as to threaten or cause damage to adjacent property	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>	<del>\$2000</del> <u>\$4000</u>
<del>164</del> .075 a	No person shall light an Open Fire, Burning Barrel Fire, Acceptable Fireplace Fire or Acceptable Fire Pit Fire without first taking sufficient precaution to ensure that the Fire can be kept under control at all times	<del>\$250</del> <u>\$500</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>
<del>164</del> .075 b	No person shall light an Open fire, Burning Barrel Fire, Acceptable Fireplace Fire or Acceptable Fire Pit Fire when the weather conditions are conducive to creating a Running Fire or when Fire Services or another authorized agency has announced a ban on burning	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>	<del>\$2000</del> <u>\$4000</u>
<del>164</del> .075 c	No person shall Burn Prohibited Debris	<del>\$500</del> <u>\$250</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>
<del>164</del> .075 d	No person shall deposit, discard or leave any burning matter or substance where it might ignite other material and cause a Fire	<del>\$500</del> <u>\$250</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>
<del>164</del> .075 e	No person shall conduct any activity that involves the use of Fire or that creates potential sources of Fire ignition, which might reasonably be expected to cause a Running Fire or Open Fire, unless he exercises	<del>\$250</del> <u>\$500</u>	<del>\$500</del> <u>\$1000</u>	<del>\$1000</del> <u>\$2000</u>



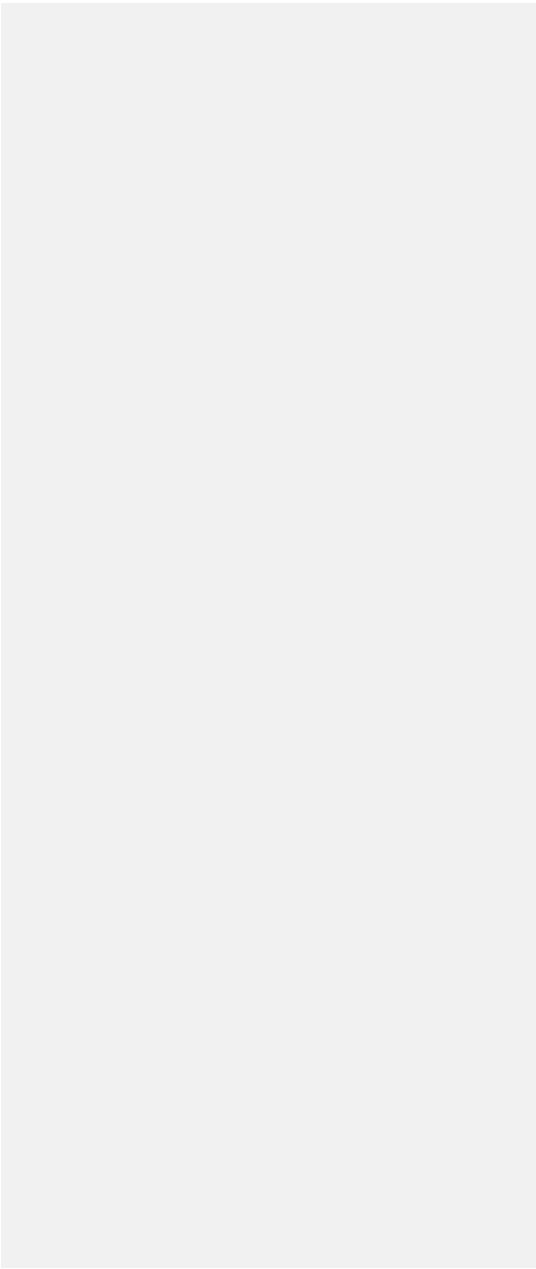
	reasonable care to prevent such a Fire from occurring			
<del>164.075</del> f	No person shall provide false, incomplete or misleading information to Fire Services	<del>\$1000</del> \$500	<del>\$1000</del> \$2000	<del>\$2000</del> \$4000

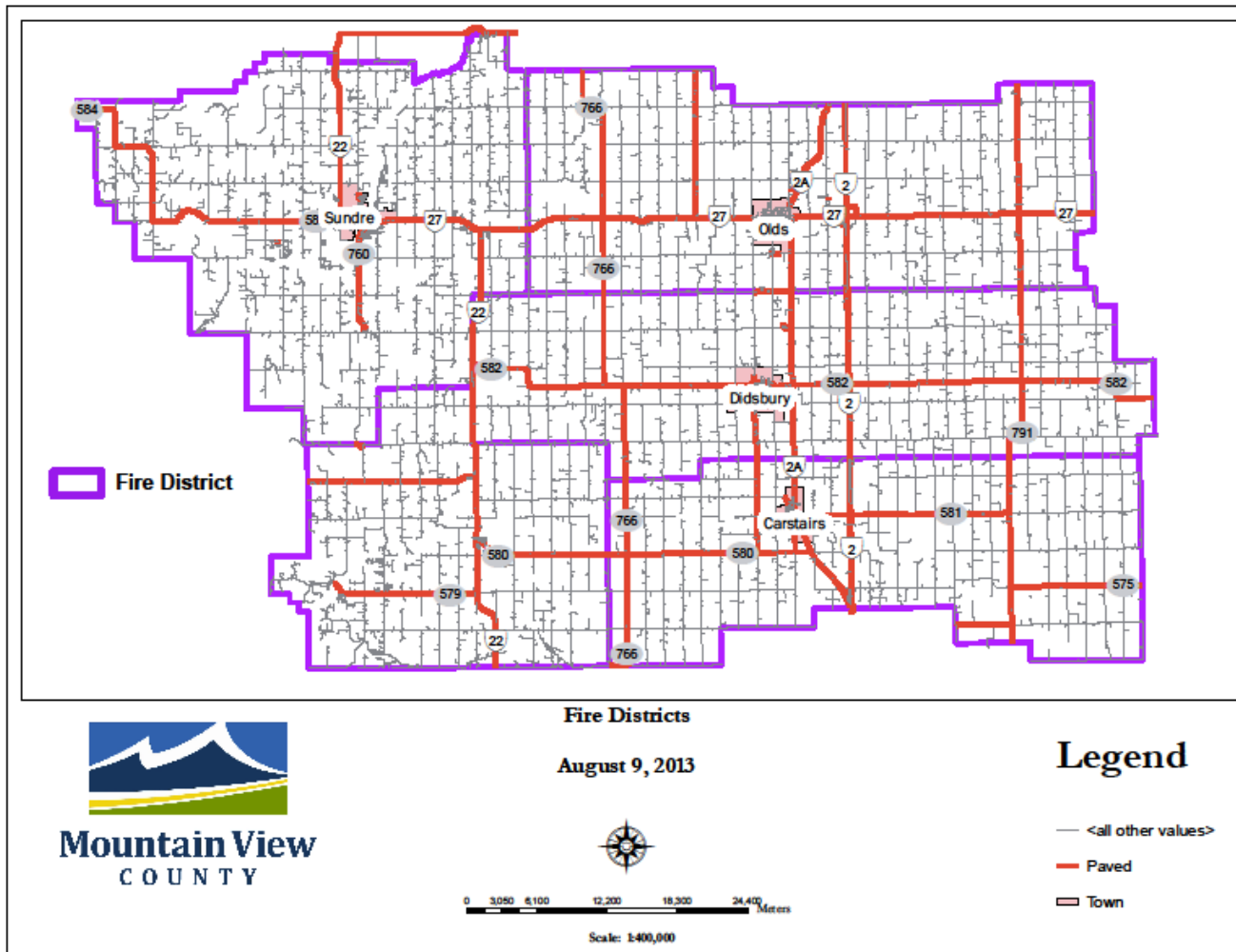
1 <del>6</del> 4.0 <del>7</del> 5 g	No person shall interfere with the efforts of persons authorized in this Bylaw to extinguish Fires or preserve life or property	<del>\$1000</del> 500	<del>\$1000</del> \$2000	<del>\$2000</del> \$4000
1 <del>6</del> 4.0 <del>7</del> 5 h	No person shall interfere with the operation of any Fire Services equipment or apparatus required to extinguish Fires or preserve life or property	<del>\$2000</del> 1000	<del>\$2000</del> \$4000	<del>\$4000</del> \$8000
1 <del>6</del> 4.0 <del>7</del> 5 i	No person shall damage or destroy any Fire Services property	<del>\$2000</del> 1000	<del>\$2000</del> \$4000	<del>\$4000</del> \$8000
1 <del>6</del> 4.0 <del>7</del> 5 j	No person shall falsely represent himself as a Fire Services Member or wear or display any uniform, badge, cap, button, insignia or other paraphernalia for the purpose of such false representation	<del>\$500</del> 1000	<del>\$1000</del> \$2000	<del>\$2000</del> \$4000
1 <del>6</del> 4.0 <del>7</del> 5 k	Fail to extinguish a fire once a <a href="#">Fire Restriction or</a> Fire Ban has been imposed	<del>\$500</del> 1000	<del>\$1000</del> \$2000	<del>\$2000</del> \$4000

~~Schedule B~~

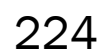
Bylaw No. 10/22

Fire Bylaw







Schedule B€

# Regular Council Meeting

## Request for Decision

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Legislative, Community & Agricultural Services

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**Date:** May 11, 2022

**SUBJECT:** Bylaw No. 11/22 Fee Schedule

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**RECOMMENDATION:** That Council grant first reading to Bylaw No. 11/22 Fee Schedule.

That Council grant second reading to Bylaw No. 11/22 Fee Schedule.

That Council approve a one (1) time extension for an additional three (3) year period to the existing contract with Superior Safety Codes inc. beginning October 1, 2022, and ending September 30, 2025.

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**ALTERNATIVE OPTIONS:** That Council provide unanimous consent to proceed to third reading of Bylaw No. 11/22 Fee Schedule.

That Council grant third reading to Bylaw No. 11/22 Fee Schedule.

That Council request Administration make amendments to Bylaw No. 11/22.

That Council request Administration to proceed with a Request for Proposal for Full Permitting Services within Mountain View County.

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**BACKGROUND:** Council motion RC22-238 approved on April 27, 2022 requested that administration bring forward amendments to schedule C and schedule D of the Fee Schedule Bylaw that is the Netook Crossing Development Fees.

### History of the Netook Development Fees

In 2009 Development Fees were added to the Fee Schedule Bylaw that identified the benefitting lands with a developable acre fee that pays for:

1. Future upgrades to County Range Road 10, 12 and 13;
2. Future upgrades to the Highway 27 intersections with County Range Roads 10, 12 and 13;
3. The Master Plans (Transportation, Stormwater and Utilities) that were prepared.

### Statutory Plan changes

The 2012 MDP reduced the densities and confirmed policies that Developer pays for Development that in turn required a review of the 2/27 ASP. A Developer pursued legal action against the County as a result of the reduced densities and the ASP Review halted. The legal action was unsuccessful and concluded in 2017. As part of the 2020 MDP Review, the Special Policy Area: Highway 2/27 policies in the MDP were reviewed to guide future development and as a result the 2/27 ASP was rescinded in 2021 and not replaced.

### First Business Park Development

Netook Crossing Business Park that developed on NE 35-32-1-5 (SD07-026) received subdivision approval in 2007 prior to the establishment of the Development Fees. The Development Agreement identified that at the time the Developer sold a lot an Offsite Levy of \$3,500 per acre for the County Collector Network (CCN) and a

Development Fee of \$4,781 per acre for the AT intersections and Engineering Plans be paid. As part of the conclusion of the Development Agreement many years later, Council agreed to refund the \$3,500 per acre paid (RC18-403).

#### New and proposed applications

An application for the Business Park development has been submitted and an application for residential development will be shortly submitted. Administration has agreed to defer the Development Fees as a condition of subdivision (if zoning and subdivision is approved).

Administration supports the removal of the Development Fees and rely on the principle of "Developer pays for Development". If Council choose not to remove the Netook Crossing Development Fees, Administration will bring forward an update to the fees as the construction cost has not been updated since 2009; three (3) quarter sections were annexed by the Town and the benefitting lands needs to align with the MDP's Special Policy Area: Highway2/27; and the County's Long Range Infrastructure Plan (CLIP) need to plan for the road and intersection upgrades.

#### Full Permitting Fees

In addition, Administration is recommending a review of the Safety Code Fees. As we prepare for a renewal for service contract, Administration has completed a review of full permitting application fees in comparison to neighbouring accredited municipalities. During the review it has been identified the County is on average 31% lower in residential permit fees and 38% lower in commercial fees compared to Rocky View County and Red Deer County's permit fees.

The example tables below identify the cost of permit fees from the comparable municipalities, including the % increase that would need to be applied to match fees. The shaded columns identify the overall average cost and % comparison increase between the three municipalities and what that % would be to become comparable.

	Mountain View County	Mountain View County (Proposed 10% Increase)	Rocky View County	Rocky View % comparison with MVC	Red Deer County	Red Deer % comparison with MVC	Average (Rocky View & Red Deer County)	Average % comparison
<b>Residential New Dwelling 1800sqft main floor, no attached garage estimated value of project \$300,000</b>								
Building Permit	\$756.00	\$831.60	\$1,044.	28%	\$900.00	16%	\$972.00	22%
Electrical (Contractor Fee)	\$155.00	\$170.50	\$210.00	26%	\$385.00	60%	\$297.50	48%
Gas outlets (5 outlets)	\$175.00	\$192.50	\$210.00	17%	\$187.00	6%	\$198.50	12%
Plumbing 8 fixtures (Contractor Fee)	\$115.00	\$126.50	\$260.00	56%	\$203.50	43%	\$231.75	50%
Private Sewage System	\$210.00	\$231.00	\$385.00	45%	\$330.00	36%	\$357.50	41%
<b>Total Cost</b>	<b>\$1,411.00</b>	<b>\$1,552.10</b>	<b>\$2,109.00</b>	<b>33%</b>	<b>\$2,005.50</b>	<b>30%</b>	<b>\$2,057.25</b>	<b>31%</b>

	Mountain View County	Mountain View County (Proposed 10% Increase)	Rocky View County	Rocky View % comparison with MVC	Red Deer County	Red Deer % comparison with MVC	Average (Rocky View & Red Deer County)	Average % comparison
<b>Commercial Project Value \$800,000.00</b>								
Building Permit	\$4,200.00	\$4,620.00	\$8,400.00	50%	\$5,600.0	25%	\$7,000.00	40%
Electrical \$20,000.00 installation	\$265.00	\$291.50	\$330.00	20%	\$390.50	32%	\$360.25	26%
Gas BTU 300000	\$130.00	\$143.00	\$180.00	28%	\$192.50	32%	\$186.25	30%

Plumbing 8 fixtures	\$115.00	<b>\$126.50</b>	\$206.00	44%	\$203.50	43%	\$204.75	44%
Private Sewage System	\$315.00	<b>\$346.50</b>	\$385.00	18%	\$330.00	5%	\$357.50	12%
<b>Total Cost</b>	<b>\$5,025.00</b>	<b>\$5,527.50</b>	<b>\$9,501.00</b>	<b>47%</b>	<b>\$6,716.5</b>	<b>25%</b>	<b>\$8,108.75</b>	<b>38%</b>

Recognizing an increase in full permitting fees is required, Administration is recommending a 10% increase for 2022 full permitting fees and a further review in 2023 when the Fee Schedule Bylaw receives review.

### Full Permitting Contract Renewal

Mountain View County became accredited in the building discipline on December 21, 1995 and in the plumbing, gas, electrical and private septic and sewage disciplines on October 1, 2009. Superior Safety Codes Inc. began providing full permitting services for Mountain View County by entering into a three (3) year term contract (October 1, 2009 to September 30, 2012) as a result of the Request for Proposal (RFP) process with the option for extension if mutually agreed upon by both parties. In 2012 the County renewed the contract with Superior Safety Codes for one (1) additional year in order to close existing building permit files remaining from the previous contract provider.

In 2013 the County proceeded to post an RFP for the full permitting services contract. Superior Safety Codes were the successful candidate with both parties agreeing to a further three (3) year contact. In 2016, Council approved a three (3) year extension to the contract beginning October 1, 2016 and ending September 30, 2019. In September 2019 the County proceeded to post an RFP for the full permitting services contract. Superior Safety Codes were the successful candidate with both parties agreeing to a further three (3) year contact. The current contract ends on September 30, 2022. Section 6 of the 2019 RFP provides an option to proceed with an extension of the current contract if mutually agreed upon by both parties. Administration's position is that maintaining the current service provider is the best way to proceed to ensure consistency and the continued service level for ratepayers requesting full permitting services within the County. Therefore, Administration is recommending proceeding with an extension to the current contract with Superior Safety Codes for an additional three (3) years.

Proposed Bylaw No. 11/22 is included as attachment 01. A track change version is included as attachment 02.

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**RELEVANT POLICY:** [Municipal Development Plan Bylaw No. 20/20 Section 7.4](#)  
[Fee Schedule Bylaw, Bylaw No. 01/22](#)

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**BUDGET IMPLICATIONS:** N/A

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Attachments ☒ Nil ☐

att 01 – Draft Bylaw No. 11/22 Fee Schedule

att 02 – Bylaw No. 01/22 Fee Schedule (Track Changes)

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**PREPARED BY:** MB/JR

**REVIEWED BY:** CA



**MOUNTAIN VIEW COUNTY**

**BYLAW NO. 11/22**

**FEE SCHEDULE**

Mountain View County  
Province of Alberta

Bylaw No. 11/22

A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA TO ESTABLISH FEE  
SCHEDULE FOR SERVICES PROVIDED BY MOUNTAIN VIEW COUNTY

**SECTION 1 - AUTHORITY**

- 1.01 This bylaw may be cited as the "FEE SCHEDULE BYLAW".
- 1.02 Mountain View County recognizes that there is a cost for the provision of various services and information and that the user should pay a portion or all of those costs.
- 1.03 On occasion, circumstances may arise for which a fee is required but which has not been established by this bylaw, On those occasions, the Chief Administrative Officer is authorized to establish an appropriate fee.
- 1.04 Schedule A, B, C and D attached hereto are the fee schedules for Mountain View County.
- 1.05 All rates are inclusive of GST where applicable.

**SECTION 2 – REPEAL OF BYLAW**

- 2.01 Bylaw No. 01/22 are hereby repealed.

**SECTION 3 EFFECTIVE DATE**

- 3.01 This Bylaw shall come into effect at such time as it has received third (3<sup>rd</sup>) reading and has been signed in accordance with the *Municipal Government Act*.

Received first reading \_\_\_\_\_.

Received second reading \_\_\_\_\_.

Received third reading \_\_\_\_\_.

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date of Signing

**MOUNTAIN VIEW COUNTY  
SCHEDULE A**

Description	Unit	Fee
<b><u>OPERATIONAL SERVICES FEES:</u></b>		
<b>New Culverts &amp; Couplets:</b>		
Sale price will be updated for January 1 using replacement cost and an administration fee of 10%		10% mark-up
The culvert must be located in rural Mountain View County		
<b>Used Culverts:</b>		
50% of the listed price for the usable portion		50% of marked-up value
<b>Gravel Sales</b>		
Screenings (450 Yards maximum) (561 tonnes)	tonne	3.50
<b>Miscellaneous</b>		
Used grader blades	ea	1.00
Road Closure Administration Fee (if requested by adjacent land owner, under section 22 of the Municipal Government Act)		1,500.00
Road Closure Administration Fee (if requested by adjacent land owner, under section 24 of the Municipal Government Act)		1,000.00
Road Crossing Application & 1 Inspection Fee	ea	200.00
Road Crossing Re-Inspection	ea	300.00
Haul Road Inspection		
Regular Business Hours	ea	345.00
After Hours		575.00
Overweight Overdimensional Permit Approvals (TRAVIS MJ System)	ea	20.00
Access Road & 1 Inspection Application (Commercial)	ea	300.00
Access Road Re-Inspections (Commercial)	ea	300.00
Access Road & 1 Inspection Application (Farm)	ea	0.00
Access Road Re-Inspections (Farm)	ea	50.00
Calcium/Dust Control		Seasonal Rate
<b>Airport Fees</b>		
Frontage Fee -owned or leased	M <sup>2</sup>	0.26
<b>Netook Business Park Water and Wastewater</b>		
Connection Fee		\$100.00
Water Meter (including installation)		\$250.00
Faulty Meter Deposit (Sec. 3.9)		\$250.00
Plugged Wastewater Service Line Deposit (Sec. 5.01)		\$5000.00
Disconnect/Reconnect Fee		\$50.00
Wastewater Disposal Rate (80% of Water Consumption)	M <sup>3</sup>	\$22.00
<b><u>ADMINISTRATIVE FEES:</u></b>		
Late Payment Charge	month	2.0%

**MOUNTAIN VIEW COUNTY  
SCHEDULE A**

Description	Unit	Fee
<b>Other Charges:</b>		
Tax Certificates	ea	30.00
Tax Certificates -Faxed	ea	35.00
Assessment Certificates	ea	30.00
Assessment Summary and Detailed Sheets <b>(\$10 minimum)</b>		
- Request by Mountain View County landowner	Page	1.00
- Request by non-Mountain View County landowner	Page	5.00
Registration of Tax Notification	ea	55.00
Advertisement Fee	ea	55.00
County Maps -Folded	ea	20.00
- Flat	ea	20.00
- mailed	ea	30.00
County Memorabilia:		at cost
Meeting Room Rental (after hours) -\$30 minimum	hr	30.00
Separate pages of Planning documents	page	1.00
<b><u>LEGISLATIVE SERVICE FEES:</u></b>		
Assessment Complaints (refunded if appeal is successful)		
Residential/Farmland	parcel	50.00
Commercial/Industrial (based on assessment value)	parcel	
Less than \$500,000		100.00
\$500,000 -\$999,999		300.00
\$1,000,000 -\$4,999,999		500.00
\$5,000,000 and over		650.00
Request for Information under the new Municipal Government Act	hour	As Legislated
Photocopying By-Laws, Minutes or Official Documents	page	1.00
<b><i>Fire Response Fees Related to Fire Bylaw Enforcement:</i></b>		
Ladder and Pumper Trucks	hr	615.00
Light and Medium Rescue Vehicles	hr	615.00
Command, and Utility Vehicles	hr	180.00



MOUNTAIN VIEW COUNTY  
SCHEDULE B

Description	Unit	Fee
<b><i>Agriculture Equipment Rental:</i></b>		
Cattle Scale –Refundable Deposit		150.00
Cleaning/Repair fee (if by County)		150.00
Tree Planter Refundable Deposit		150.00
Cleaning/Repair fee (if by County)		150.00
<b><i>Undeveloped Road Allowance</i></b>		
License Permit Application Fee		100.00
License for Agricultural use (3 year license)	Acre	25.00
<b>Park Fees:</b>		
Water Valley Campground		
Car - Daily		10.00
Camping - daily		25.00
Reservation Fee		15.00
Firewood - Cost to be determined by Contractor		

**MOUNTAIN VIEW COUNTY  
SCHEDULE C**

Description	Fee
<b>PLANNING AND DEVELOPMENT SERVICES FEES: (Development Permit fees are based on use of property)</b>	
<b>Development Permits Permitted Uses</b>	
Agricultural [A / A(2)] Parcels over 10.1 acres plus Residential [R-CR / R-CR1]	\$125.00
Agricultural [A / A(2)] Parcels 10 acres or less	\$300.00
Commercial, Industrial, Parks & Recreational Districts, Public Service Districts, Direct Control	\$2.30 per \$1000 of value (Minimum \$325/Maximum \$20,000)
Sign (any type of sign identified as a use in a District and proposed without other development)	\$100.00
Amendment to Applications which have to go to MPC and/or ASDAA	Difference Between a Permitted or Discretionary Permit
Refund prior to issuance of Permit	50% of original fee
Time extensions to meet conditions at the request of the applicant	50% of original fee
<b>Long Range Planning Administration fee applicable to all permits issues (non refundable)</b>	
Agricultural [A / A(2)] Parcels over 10.1 acres plus Residential [R-CR / R-CR1]	\$25.00
Agricultural [A / A(2)] Parcels 10 acres or less	\$50.00
Commercial, Industrial, parks & Recreational districts, Public Service Districts, Direct Control, Aggregate Extraction/Processing	\$75.00
<b>Development <i>Permits</i> -Discretionary Uses <i>(Additional fees for notification/circulation packages may apply)</i></b>	
Sign (any type of sign identified as a use in a District and proposed without other development)	\$100.00
Agricultural [A / A(2)] Parcels over 10.1 acres	\$230.00
Residential [R-CR / R-CR1]	\$380.00
Agricultural [A / A(2)] Parcels 10 acres or less	
Commercial, Industrial, Parks & Recreational Districts, Public Service Districts, Direct Control, Agriculture Commercial, Agriculture Industrial	\$2.55 per \$1000 of value (Minimum \$555/Maximum \$20,000)
<b>Other Development</b>	
Natural Resource Extraction	Flat Fee of \$1055.00 +\$40.00/acre Maximum of \$7000.00
Recreational Resort/Tourist Campgrounds/ Waste Management Facility, Major	Flat Fee of \$1055.00 +\$20.00/acre Maximum of \$3500.00

**MOUNTAIN VIEW COUNTY  
SCHEDULE C**

<b>Description</b>	<b>Fee</b>
Amendment to Applications which have to go back to MPC	50% of original fee
Refund prior to Development review or non-response from applicant	85% of original fee
Refund prior to application going to MPC or non-response from applicant	50% of original fee
Refund after application goes to MPC	No Refund
Time extensions to meet conditions at the request of applicant	50% of original fee
<b>Long Range Planning Administration fee applicable to all permits issues (non refundable) excluding Sign</b>	
Agricultural [A / A(2)] Parcels over 10.1 acres plus	\$25.00
Residential [R-CR / R-CR1]	\$50.00
Agricultural [A / A(2)] Parcels 10 acres or less	
Commercial, Industrial, Parks & Recreational Districts, Public Service Districts, Direct Control, Agriculture Commercial, Agriculture Industrial, Aggregate Extraction/Processing	\$75.00
<b>Engineering Service Fees</b>	\$25.00/gross acre
Development Agreements, Engineering Review	Minimum Fee \$1500.00
<b><i>Animal Control Bylaw Permit</i></b>	
Permit Application Fee	\$100.00
<b><i>Dog Control Bylaw Permit</i></b>	
Permit Application Fee	\$100.00
<b><i>Topsoil Bylaw Permit</i></b>	
Permit Application Fee	\$50.00
<b><i>Public Event Bylaw Permit</i></b>	
Permit Application Fee - less than 250 attendees	\$200.00
Permit Application Fee - more than 250 attendees (Attendees include participants, spectators, organizers, employees, volunteers, etc)	\$400.00
<b><i>Real Property Report Compliance</i></b>	
Stamp of Compliance	\$125.00
<b>Long Range Planning Administration fee</b> (applicable to all Compliance Certificates)	\$25.00

**MOUNTAIN VIEW COUNTY  
SCHEDULE C**

Description	Fee
<b><i>Redesignation (Rezoning Fee)</i></b>	
Agriculture, Residential	Flat fee of \$525.00 +
Agriculture	\$35.00/acre
Farmstead Residential	\$105/acre
Country Residential	\$370.00/acre
Industrial, Commercial, Recreational Facility, Business Park, Airport District, Aggregate Extraction/Processing	Flat fee of \$1025.00 + \$40.00/acre
Direct Control	Flat fee of \$1025.00 + \$250.00/acre Maximum of \$7000.00
Amendments to application requested by applicant	\$500.00
Recess of Public Hearing requested by applicant	\$500.00
Refunds	
Withdrawal of application prior to circulation of file or non-response of applicant	85% of original fee
Withdrawal of application during or after circulation or non-response from applicant	75% of original fee
Withdrawal after site visit or non-response from applicant	60% of original fee
Withdrawal after first reading of proposed Bylaw	No Refund
<b>Long Range Planning Administration fee applicable to all Redesignation Applications (non refundable)</b>	
Residential (0.1 - 10 acres)	\$50.00
Agriculture & Residential (10.1 – 80 acres)	\$75.00
Agriculture & Residential (80.1 – 160 acres)	\$100.00
Residential (160.1 + acres)	\$125.00
Recreational Facilities, Direct Control, Industrial, Agricultural Industrial, Commercial, Agricultural Commercial, Business Park, Airport District, Aggregate Extraction/Processing	\$150.00
<b>Engineering Service Fees</b>	\$25.00/gross acre
Development Agreements, Engineering Review	Minimum Fee \$1500.00
<b><i>Subdivision Fees</i></b>	
<b>Application Fees</b>	
First parcel out from quarter section	\$650.00
For next 2 - 4 lots	\$850.00/lot
For next 5 - 49 lots	\$1000.00/lot
For next 50 – 80 lots	\$500.00/lot
Bareland Condos	\$800.00/lot
Amendments to application requested by applicant	\$500.00



**MOUNTAIN VIEW COUNTY  
SCHEDULE C**

Description	Fee
Boundary Adjustment	\$500.00
<b>Long Range Planning Administration fee applicable to all Subdivision Applications (non refundable)</b>	
First parcel out, Residential (2 - 4 lots)	\$50.00
Residential (5 - 49 lots)	\$75.00
Residential (50 – 80 lots)	\$100.00
Recreational Facilities, Direct Control, Industrial, Agricultural Industrial, Commercial, Agricultural Commercial, Business Park, Airport District, Aggregate Extraction/Processing	\$150.00
Boundary Adjustments	\$50.00
<b>Engineering Services Fees</b>	
Subdivision/Development Agreement, Engineering Review	\$25.00/gross acre Minimum fee \$1500.00
<b>Endorsement Fees</b>	
First parcel out from quarter section	\$400.00
For next 2 - 49 lots	\$400.00/lot
For next 50 – 80 lots	\$250.00/lot
Bareland Condos	\$400.00/lot
Boundary Adjustment	\$200.00
<b>Refunds</b>	
Withdrawal of application prior to circulation of file or if Redesignation application was refused or non-response from applicant	85% of original fee
Withdrawal of application during or after circulation or non-response from applicant	75% of original fee
Withdrawal after site visit or non-response from applicant	60% of original fee
Time extensions to meet conditions at the request of the applicant:	
- Applications (60 days or less)	\$350.00
- Applications (over 60 days)	\$750.00

**Penalty Fees**

Where development has proceeded without the necessary permits the following fines may be applied by Bylaw Enforcement in addition to the regular application fees:

	1 <sup>st</sup> Offence	2 <sup>nd</sup> Offence	3 <sup>rd</sup> Offence
Residential	\$1000.00	\$1500.00	\$2500.00
Development			
Commercial/Industrial			
Development	\$4000.00	\$6000.00	\$8000.00
Signage	\$500.00	\$1000.00	\$5000.00
Description	Fee		

**MOUNTAIN VIEW COUNTY  
SCHEDULE C**

**Appeal Board Fees**

Appeal Fee Refunded if Appeal is Successful	
Subdivision Appeal	\$425.00
Development Appeal	\$425.00
Animal Control Bylaw Appeal	\$425.00
Unsightly Premises Appeal	\$425.00
Weed Appeal	\$425.00

***Other***

Discharge of Caveats	\$125.00 each
Planning Department File Searches (1 hour minimum)	\$75.00/hr
Textual or Mapping Amendments to MDP and LUB	\$2500.00
New or review of Area Structure Plans/Concept Plans additional	Min \$7500.00
\$25.00/acre for plans greater than 160 acres	
Aerial Photo	\$1.00/page

***Document Sales***

**Hard Copies**

Approved Area Structure Plan	\$20.00
Environmentally Significant Areas	\$25.00
Municipal Development Plan	\$25.00
Land Use Bylaw	\$25.00
Sundre Airport Development Plan	\$25.00
Plan Cancellation	\$750.00
Other Prepared Documents	As set by the CAO

**Electronic Copy (USB)**

Sundre Airport Development Plan	\$10.00
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MOUNTAIN VIEW COUNTY  
SCHEDULE D

SAFETY CODES

BUILDING PERMIT FEES	
Type of Construction	Permit Fee
New Single Family Dwellings (attached garage included in the permit fee but not calculated as part of the main floor square footage)	\$0.46/sq foot main floor of dwelling
	\$0.35/sq foot additional storeys
	\$0.23/sq foot (if developing basement at time of construction)
Manufactured Home, Modular Home (RTM) or Home Relocation <u>on</u> Foundation, Basement, or Crawlspace	\$0.35/sq foot
Manufactured Homes, Modular Home (RTM) (not on a foundation), Decks, Fireplaces, Demolition, Wood Burning Stoves or Hot Tubs, Swimming Pool, Solar Panels (residential)	\$115.50
Additions, or Renovations, or Accessory Buildings (shed, garage, pole shed, etc)	\$0.28/sq foot
Minimum Fee	\$115.50
Change of use or occupancy review inspection	\$115.50
Riding Arena	\$5.78/\$1,000.00 const value to a max \$1,000,000.00 (min \$291.50) \$4.07/\$1,000.00 const value above \$1,000,000.00
Institutional, Commercial and Industrial Construction	\$5.77 / \$1,000.00 const value to a max \$1,000,000.00 (min \$291.50)
	\$4.07/ \$1,000.00 const value above \$1,000,000.00
Fire Code Compliance Inspection/Occupant Load Certificate	\$99.00/hr (2 hour minimum)
<b>Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00 (excluding Long Range Planning Administration Fee)</b>	
Building Variance / Alternative Solution	\$165.00/hr
Re-Inspection/Additional Inspection	\$165.00 per inspection
Time Extension	10% of the original fee (not including the Safety Codes and Long-Range fees), minimum \$110.00

**MOUNTAIN VIEW COUNTY  
SCHEDULE D**

Cancellation of Permit	1. Prior to Plan Review (less than two days) - 85% 2. After Plan Review - 50% 3. After first inspection and prior to 90 days of Plan Review Issuance - no refund Safety Codes and Long Range Fees - non-refundable
Note: if a permit has been closed, it will not be re-opened and a new permit will be required	

**Building Permits - Long Range Planning Administration Fee**

**Applicable to all permits (non refundable):**

Agricultural, Ancillary Buildings (Agriculture, Residential, Direct Control (for individual lots))	\$25.00
Residential, Recreational Facilities and Ancillary Buildings, Direct Control and Ancillary Buildings (for common property)	\$50.00
Agricultural Commercial, Commercial and Ancillary Buildings, Industrial, Agricultural Industrial, Business Park and Ancillary Buildings, Airport District and Ancillary Buildings	\$75.00

**RESIDENTIAL ELECTRICAL PERMIT FEES**

**New Single Family Dwelling Residential**

Square Footage	Homeowner Fee	Contractor Fee
Up to 500	\$148.50	\$148.50
501 – 1000	\$203.50	\$148.50
1001 – 1500	\$231.00	\$159.50
1501 – 2000	\$253.00	\$170.50
2001 – 2500	\$275.00	\$181.50
2501 – 5000	\$297.00	\$203.50
5001 – 7500	\$319.00	\$264.00
Over 7500	\$319.00 + \$0.11/sq. ft.	\$264.00 + \$0.11/sq. ft.

**Other than New Single Family Residential  
(basement development, garage, addition, renovation, minor work)**

Installation Cost	Homeowner Fee	Contractor Fee
\$0 - \$500	\$88.00	\$88.00
\$501 - \$1000	\$115.50	\$99.00
\$1001 - \$2000	\$148.50	\$115.50
\$2001 - \$3000	\$170.50	\$137.50
\$3001 - \$4000	\$181.50	\$148.50
\$4001 - \$5000	\$192.50	\$159.50



**MOUNTAIN VIEW COUNTY  
SCHEDULE D**

Installation Cost	Homeowner Fee	Contractor Fee
\$5001 - \$6000	\$203.50	\$170.50
\$6001 - \$7000	\$214.50	\$181.50
\$7001 - \$8000	\$231.00	\$192.50
\$8001 - \$9000	\$242.00	\$203.50
\$9001 - \$10,000	\$253.00	\$214.50
\$10,001 - \$11,000	\$264.00	\$231.00
\$11,001 - \$12,000	\$275.00	\$242.00
\$12,001 - \$13,000	\$286.00	\$253.00
\$13,001 - \$14,000	\$297.00	\$258.50
\$14,001 - \$15,000	\$308.00	\$269.50
\$15,001 - \$16,000	\$319.00	\$280.50
\$16,001 - \$18,000	\$330.00	\$291.50
\$18,001 - \$20,000	\$346.50	\$302.50
\$20,001 - \$25,000	\$368.50	\$319.00
\$25,001 - \$30,000	\$385.00	\$352.00
\$30,001 - \$35,000	\$423.50	\$390.50
\$35,001 - \$40,000	\$456.50	\$418.00

Description	Homeowner Fee	Contractor Fee
Temporary Service 100 Amps or less	\$93.50	\$93.50
Manufactured / Mobile Home Connection	\$93.50	\$93.50

**Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00**

MOUNTAIN VIEW COUNTY  
SCHEDULE D

NON-RESIDENTIAL ELECTRICAL PERMIT FEES (Contractors Only)	
Electrical Installation Cost	Fee
\$0 - \$1000	\$88.00
\$1001 - \$2000	\$99.00
\$2001 - \$3000	\$115.50
\$3001 - \$4000	\$137.50
\$4001 - \$5000	\$148.50
\$5001 - \$6000	\$159.50
\$6001 - \$7000	\$170.50
\$7001 - \$8000	\$181.50
\$8001 - \$9000	\$192.50
\$9001 - \$10,000	\$203.50
\$10,001 - \$11,000	\$214.50
\$11,001 - \$12,000	\$231.00
\$12,001 - \$13,000	\$242.00
\$13,001 - \$14,000	\$253.00
\$14,001 - \$15,000	\$258.50
\$15,001 - \$16,000	\$269.50
\$16,001 - \$18,000	\$280.50
\$18,001 - \$20,000	\$291.50
\$20,001 - \$25,000	\$313.50
\$25,001 - \$30,000	\$352.00
\$30,001 - \$35,000	\$390.50
\$35,001 - \$40,000	\$418.00
\$40,001 - \$50,000	\$467.50
\$50,001 - \$60,000	\$500.50
\$60,001 - \$80,000	\$572.00
\$80,001 - \$100,000	\$671.00
\$100,001 - \$120,000	\$770.00
\$120,001 - \$140,000	\$863.50
\$140,001 - \$160,000	\$962.50
\$160,001 - \$180,000	\$1061.50
\$180,001 - \$200,000	\$1160.50
Over \$200,000	\$2.91 / \$1,000

Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00

**MOUNTAIN VIEW COUNTY  
SCHEDULE D**

<b>PLUMBING PERMIT FEES</b>		
<b>Residential &amp; Non-Residential Installations</b>		
<b>Number of Fixtures</b>	<b>Homeowner Fee</b>	<b>Contractor Fee</b>
1	\$115.50	\$93.50
2	\$115.50	\$93.50
3	\$115.50	\$93.50
4	\$115.50	\$93.50
5	\$132.00	\$104.50
6	\$143.00	\$115.50
7	\$148.50	\$121.00
8	\$154.00	\$126.50
9	\$159.50	\$132.00
10	\$165.00	\$137.50
11	\$170.50	\$143.00
12	\$176.00	\$148.50
13	\$181.50	\$154.00
14	\$187.00	\$159.50
15	\$192.50	\$165.00
16	\$198.00	\$170.50
17	\$203.50	\$176.00
18	\$209.00	\$181.50
19	\$214.50	\$187.00
20	\$220.00	\$192.50
Over 20	\$220.00 plus \$5.78 per fixture over 20	\$192.50 plus \$5.78 per fixture over 20
<b>Water &amp; Sewer Connection</b>		
<b>Description</b>	<b>Permit Fee</b>	
Water & Sewer Connection	\$93.50	

Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00

**MOUNTAIN VIEW COUNTY  
SCHEDULE D**

<b>RESIDENTIAL GAS PERMIT FEES</b>	
Number of Outlets	Permit Fee
1	\$99.00
2	\$115.50
3	\$137.50
4	\$170.50
5	\$192.50
Add \$16.50 per outlet over 5	
Description	Permit Fee
Secondary Gas Line	\$82.50
Manufactured / Mobile Home Connection	\$82.50
Gas Connection	\$93.50
Furnace Replacement (1 outlet)	\$99.00
Propane Tank Set	\$115.50
<b>NON-RESIDENTIAL GAS PERMIT FEES</b>	
BTU Input	Fee
0 – 150,000 BTU input	\$88.00
150,001 – 250,000 BTU input	\$115.50
250,001 – 350,000 BTU input	\$143.00
350,001 – 500,000 BTU input	\$170.50
500,001 – 750,000 BTU input	\$198.00
750,001 – 1,000,000 BTU input	\$231.00
Over 1,000,000 BTU input	\$58.30 / 1,000,000 BTU (or portion of)
<b>Temporary Heat</b>	
BTU Input	Fee
0 – 250,000 BTU input	\$88.00
greater than 250,000 BTU input	\$115.50

Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00



MOUNTAIN VIEW COUNTY  
SCHEDULE D

Private Sewage Permit Fees	
Type of Installation	Fee
Residential, single family/ two family	\$231.00 / dwelling unit
Multi-family and non-residential	\$231.00 + \$115.50 for each 10 cubic meters or portion thereof, of sewage / day based on expected average flows

Add 4% Safety Codes Council for each permit issued with a minimum of \$4.50 and a maximum of \$560.00

MOUNTAIN VIEW COUNTY

BYLAW NO. ~~01/22~~11/22

FEE SCHEDULE

Mountain View County  
Province of Alberta

Bylaw No. ~~01/22~~11/22

A BYLAW OF MOUNTAIN VIEW COUNTY IN THE PROVINCE OF ALBERTA TO ESTABLISH FEE  
SCHEDULE FOR SERVICES PROVIDED BY MOUNTAIN VIEW COUNTY

**SECTION 1 - AUTHORITY**

- 1.01 This bylaw may be cited as the "FEE SCHEDULE BYLAW".
- 1.02 Mountain View County recognizes that there is a cost for the provision of various services and information and that the user should pay a portion or all of those costs.
- 1.03 On occasion, circumstances may arise for which a fee is required but which has not been established by this bylaw, On those occasions, the Chief Administrative Officer is authorized to establish an appropriate fee.
- 1.04 Schedule A, B, C, ~~D, and E~~ and D attached hereto are the fee schedules for Mountain View County.
- 1.05 All rates are inclusive of GST where applicable.

**SECTION 2 – REPEAL OF BYLAW**

- 2.01 Bylaw No. ~~01/22, Bylaw No. 04/21 and all amending bylaws~~ are hereby repealed.

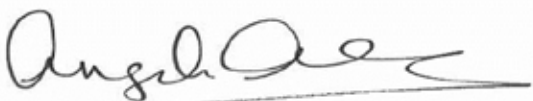
**SECTION 3 EFFECTIVE DATE**

- 3.01 This Bylaw shall come into effect at such time as it has received third (3<sup>rd</sup>) reading and has been signed in accordance with the *Municipal Government Act*.

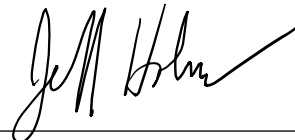
~~Read the first time this 9<sup>th</sup> day of February 2022~~ Received first reading

~~Read the second time this 9<sup>th</sup> day of February 2022.~~

~~Read the third time this 9<sup>th</sup> day of March 2022.~~



Reeve



Chief Administrative Officer

March 10, 2022

Date of Signing

**MOUNTAIN VIEW COUNTY  
SCHEDULE A**

Description	Unit	Fee
<b><u>OPERATIONAL SERVICES FEES:</u></b>		
<b>New Culverts &amp; Couplets:</b>		
Sale price will be updated for January 1 using replacement cost and an administration fee of 10%		10% mark-up
The culvert must be located in rural Mountain View County		
<b>Used Culverts:</b>		
50% of the listed price for the usable portion		50% of marked-up value
<b>Gravel Sales</b>		
Screenings (450 Yards maximum) (561 tonnes)	tonne	3.50
<b>Miscellaneous</b>		
Used grader blades	ea	1.00
Road Closure Administration Fee (if requested by adjacent land owner, under section 22 of the Municipal Government Act)		1,500.00
Road Closure Administration Fee (if requested by adjacent land owner, under section 24 of the Municipal Government Act)		1,000.00
Road Crossing Application & 1 Inspection Fee	ea	200.00
Road Crossing Re-Inspection	ea	300.00
Haul Road Inspection		
Regular Business Hours	ea	345.00
After Hours		575.00
Overweight Overdimensional Permit Approvals (TRAVIS MJ System)	ea	20.00
Access Road & 1 Inspection Application (Commercial)	ea	300.00
Access Road Re-Inspections (Commercial)	ea	300.00
Access Road & 1 Inspection Application (Farm)	ea	0.00
Access Road Re-Inspections (Farm)	ea	50.00
Calcium/Dust Control		Seasonal Rate
<b>Airport Fees</b>		
Frontage Fee -owned or leased	M <sup>2</sup>	0.26
<b>Netook Business Park Water and Wastewater</b>		
Connection Fee		\$100.00
Water Meter (including installation)		\$250.00
Faulty Meter Deposit (Sec. 3.9)		\$250.00
Plugged Wastewater Service Line Deposit (Sec. 5.01)		\$5000.00
Disconnect/Reconnect Fee		\$50.00
Wastewater Disposal Rate (80% of Water Consumption)	M <sup>3</sup>	\$22.00
<b><u>ADMINISTRATIVE FEES:</u></b>		
Late Payment Charge	month	2.0%



**MOUNTAIN VIEW COUNTY  
SCHEDULE A**

Description	Unit	Fee
<b>Other Charges:</b>		
Tax Certificates	ea	30.00
Tax Certificates -Faxed	ea	35.00
Assessment Certificates	ea	30.00
Assessment Summary and Detailed Sheets <b>(\$10 minimum)</b>		
- Request by Mountain View County landowner	Page	1.00
- Request by non-Mountain View County landowner	Page	5.00
Registration of Tax Notification	ea	55.00
Advertisement Fee	ea	55.00
County Maps -Folded	ea	20.00
- Flat	ea	20.00
- mailed	ea	30.00
County Memorabilia:		at cost
Meeting Room Rental (after hours) -\$30 minimum	hr	30.00
Separate pages of Planning documents	page	1.00
<b><u>LEGISLATIVE SERVICE FEES:</u></b>		
Assessment Complaints (refunded if appeal is successful)		
Residential/Farmland	parcel	50.00
Commercial/Industrial (based on assessment value)	parcel	
Less than \$500,000		100.00
\$500,000 -\$999,999		300.00
\$1,000,000 -\$4,999,999		500.00
\$5,000,000 and over		650.00
Request for Information under the new Municipal Government Act	hour	As Legislated
Photocopying By-Laws, Minutes or Official Documents	page	1.00
<b><i>Fire Response Fees Related to Fire Bylaw Enforcement:</i></b>		
Ladder and Pumper Trucks	hr	615.00
Light and Medium Rescue Vehicles	hr	615.00
Command, and Utility Vehicles	hr	180.00

**MOUNTAIN VIEW COUNTY  
SCHEDULE B**

Description	Unit	Fee
<b><i>Agriculture Equipment Rental:</i></b>		
Cattle Scale –Refundable Deposit		150.00
Cleaning/Repair fee (if by County)		150.00
Tree Planter Refundable Deposit		150.00
Cleaning/Repair fee (if by County)		150.00
<b><i>Undeveloped Road Allowance</i></b>		
License Permit Application Fee		100.00
License for Agricultural use (3 year license)	<b>Acre</b>	25.00
<b>Park Fees:</b>		
Water Valley Campground		
Car - Daily		10.00
Camping - daily		25.00
Reservation Fee		15.00
Firewood - Cost to be determined by Contractor		

**MOUNTAIN VIEW COUNTY  
SCHEDULE C**

Description	Fee
<b>PLANNING AND DEVELOPMENT SERVICES FEES: (Development Permit fees are based on use of property)</b>	
<b>Development Permits Permitted Uses</b>	
Agricultural [A / A(2)] Parcels over 10.1 acres plus Residential [R-CR / R-CR1]	\$125.00
Agricultural [A / A(2)] Parcels 10 acres or less	\$300.00
Commercial, Industrial, Parks & Recreational Districts, Public Service Districts, Direct Control	\$2.30 per \$1000 of value (Minimum \$325/Maximum \$20,000)
Sign (any type of sign identified as a use in a District and proposed without other development)	\$100.00
Amendment to Applications which have to go to MPC and/or ASDAA	Difference Between a Permitted or Discretionary Permit
Refund prior to issuance of Permit	50% of original fee
Time extensions to meet conditions at the request of the applicant	50% of original fee
<b>Long Range Planning Administration fee applicable to all permits issues (non refundable)</b>	
Agricultural [A / A(2)] Parcels over 10.1 acres plus Residential [R-CR / R-CR1]	\$25.00
Agricultural [A / A(2)] Parcels 10 acres or less	\$50.00
Commercial, Industrial, parks & Recreational districts, Public Service Districts, Direct Control, Aggregate Extraction/Processing	\$75.00
<b>Development <i>Permits</i> -Discretionary Uses <i>(Additional fees for notification/circulation packages may apply)</i></b>	
Sign (any type of sign identified as a use in a District and proposed without other development)	\$100.00
Agricultural [A / A(2)] Parcels over 10.1 acres	\$230.00
Residential [R-CR / R-CR1]	\$380.00
Agricultural [A / A(2)] Parcels 10 acres or less	
Commercial, Industrial, Parks & Recreational Districts, Public Service Districts, Direct Control, Agriculture Commercial, Agriculture Industrial	\$2.55 per \$1000 of value (Minimum \$555/Maximum \$20,000)
<b>Other Development</b>	
Natural Resource Extraction	Flat Fee of \$1055.00 +\$40.00/acre Maximum of \$7000.00
Recreational Resort/Tourist Campgrounds/ Waste Management Facility, Major	Flat Fee of \$1055.00 +\$20.00/acre Maximum of \$3500.00
Description	Fee

**MOUNTAIN VIEW COUNTY  
SCHEDULE C**

Amendment to Applications which have to go back to MPC	50% of original fee
Refund prior to Development review or non-response from applicant	85% of original fee
Refund prior to application going to MPC or non-response from applicant	50% of original fee
Refund after application goes to MPC	No Refund

Time extensions to meet conditions at the request of applicant	50% of original fee
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**Long Range Planning Administration fee applicable to all permits issues**

**(non refundable) excluding Sign**

Agricultural [A / A(2)] Parcels over 10.1 acres plus	\$25.00
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Residential [R-CR / R-CR1]	\$50.00
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Agricultural [A / A(2)] Parcels 10 acres or less

Commercial, Industrial, Parks & Recreational Districts, Public Service Districts, Direct Control, Agriculture Commercial, Agriculture Industrial, Aggregate Extraction/Processing	\$75.00
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<b>Engineering Service Fees</b>	\$25.00/gross acre
Development Agreements, Engineering Review	Minimum Fee \$1500.00

***Animal Control Bylaw Permit***

Permit Application Fee	\$100.00
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***Dog Control Bylaw Permit***

Permit Application Fee	\$100.00
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***Topsoil Bylaw Permit***

Permit Application Fee	\$50.00
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***Public Event Bylaw Permit***

Permit Application Fee - less than 250 attendees	\$200.00
Permit Application Fee - more than 250 attendees (Attendees include participants, spectators, organizers, employees, volunteers, etc)	\$400.00

***Real Property Report Compliance***

Stamp of Compliance	\$125.00
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<b>Long Range Planning Administration fee</b> (applicable to all Compliance Certificates)	\$25.00
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Description	Fee
<b><i>Redesignation (Rezoning Fee)</i></b>	



**MOUNTAIN VIEW COUNTY  
SCHEDULE C**

Agriculture, Residential	Flat fee of \$525.00 +
Agriculture	\$35.00/acre
Farmstead Residential	\$105/acre
Country Residential	\$370.00/acre
Industrial, Commercial, Recreational Facility, Business Park, Airport District, Aggregate Extraction/Processing	Flat fee of \$1025.00 + \$40.00/acre
Direct Control	Flat fee of \$1025.00 + \$250.00/acre
	Maximum of \$7000.00
Amendments to application requested by applicant	\$500.00
Recess of Public Hearing requested by applicant	\$500.00
Refunds	
Withdrawal of application prior to circulation of file or non-response of applicant	85% of original fee
Withdrawal of application during or after circulation or non-response from applicant	75% of original fee
Withdrawal after site visit or non-response from applicant	60% of original fee
Withdrawal after first reading of proposed Bylaw	No Refund

**Long Range Planning Administration fee applicable to all Redesignation Applications  
(non refundable)**

Residential (0.1 - 10 acres)	\$50.00
Agriculture & Residential (10.1 – 80 acres)	\$75.00
Agriculture & Residential (80.1 – 160 acres)	\$100.00
Residential (160.1 + acres)	\$125.00
Recreational Facilities, Direct Control, Industrial, Agricultural Industrial, Commercial, Agricultural Commercial, Business Park, Airport District, Aggregate Extraction/Processing	\$150.00

<b>Engineering Service Fees</b>	\$25.00/gross acre
Development Agreements, Engineering Review	Minimum Fee
	\$1500.00

***Subdivision Fees***

<b>Application Fees</b>	
First parcel out from quarter section	\$650.00
For next 2 - 4 lots	\$850.00/lot
For next 5 - 49 lots	\$1000.00/lot
For next 50 – 80 lots	\$500.00/lot
Bareland Condos	\$800.00/lot
Amendments to application requested by applicant	\$500.00

Description

Fee

# **MOUNTAIN VIEW COUNTY SCHEDULE C**

Boundary Adjustment	\$500.00
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## **Long Range Planning Administration fee applicable to all Subdivision Applications (non refundable)**

First parcel out, Residential (2 - 4 lots)	\$50.00
Residential (5 - 49 lots)	\$75.00
Residential (50 – 80 lots)	\$100.00
Recreational Facilities, Direct Control, Industrial, Agricultural Industrial, Commercial, Agricultural Commercial, Business Park, Airport District, Aggregate Extraction/Processing	\$150.00

Boundary Adjustments	\$50.00
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## **Engineering Services Fees**

Subdivision/Development Agreement, Engineering Review	\$25.00/gross acre
	Minimum fee
	\$1500.00

## **Endorsement Fees**

First parcel out from quarter section	\$400.00
For next 2 - 49 lots	\$400.00/lot
For next 50 – 80 lots	\$250.00/lot
Bareland Condos	\$400.00/lot

~~Netook Crossing Development Fees (see Schedule D for acreage calculations)~~

Boundary Adjustment	\$200.00
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## **Refunds**

Withdrawal of application prior to circulation of file or if Redesignation application was refused or non-response from applicant	85% of original fee
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Withdrawal of application during or after circulation or non-response from applicant	75% of original fee
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Withdrawal after site visit or non-response from applicant	60% of original fee
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Time extensions to meet conditions at the request of the applicant:

- Applications (60 days or less)	\$350.00
- Applications (over 60 days)	\$750.00

## **Penalty Fees**

Where development has proceeded without the necessary permits the following fines may be applied by Bylaw Enforcement in addition to the regular application fees:

	1 <sup>st</sup> Offence	2 <sup>nd</sup> Offence	3 <sup>rd</sup> Offence
Residential	\$1000.00	\$1500.00	\$2500.00
Development			
Commercial/Industrial			
Development	\$4000.00	\$6000.00	\$8000.00
Signage	\$500.00	\$1000.00	\$5000.00
<b>Description</b>			<b>Fee</b>

# **MOUNTAIN VIEW COUNTY SCHEDULE C**

## **Appeal Board Fees**

Appeal Fee Refunded if Appeal is Successful	
Subdivision Appeal	\$425.00
Development Appeal	\$425.00
Animal Control Bylaw Appeal	\$425.00
Unsightly Premises Appeal	\$425.00
Weed Appeal	\$425.00

## ***Other***

Discharge of Caveats	\$125.00 each
Planning Department File Searches (1 hour minimum)	\$75.00/hr
Textual or Mapping Amendments to MDP and LUB	\$2500.00
New or review of Area Structure Plans/Concept Plans additional	Min \$7500.00
\$25.00/acre for plans greater than 160 acres	
Aerial Photo	\$1.00/page

## ***Document Sales***

### **Hard Copies**

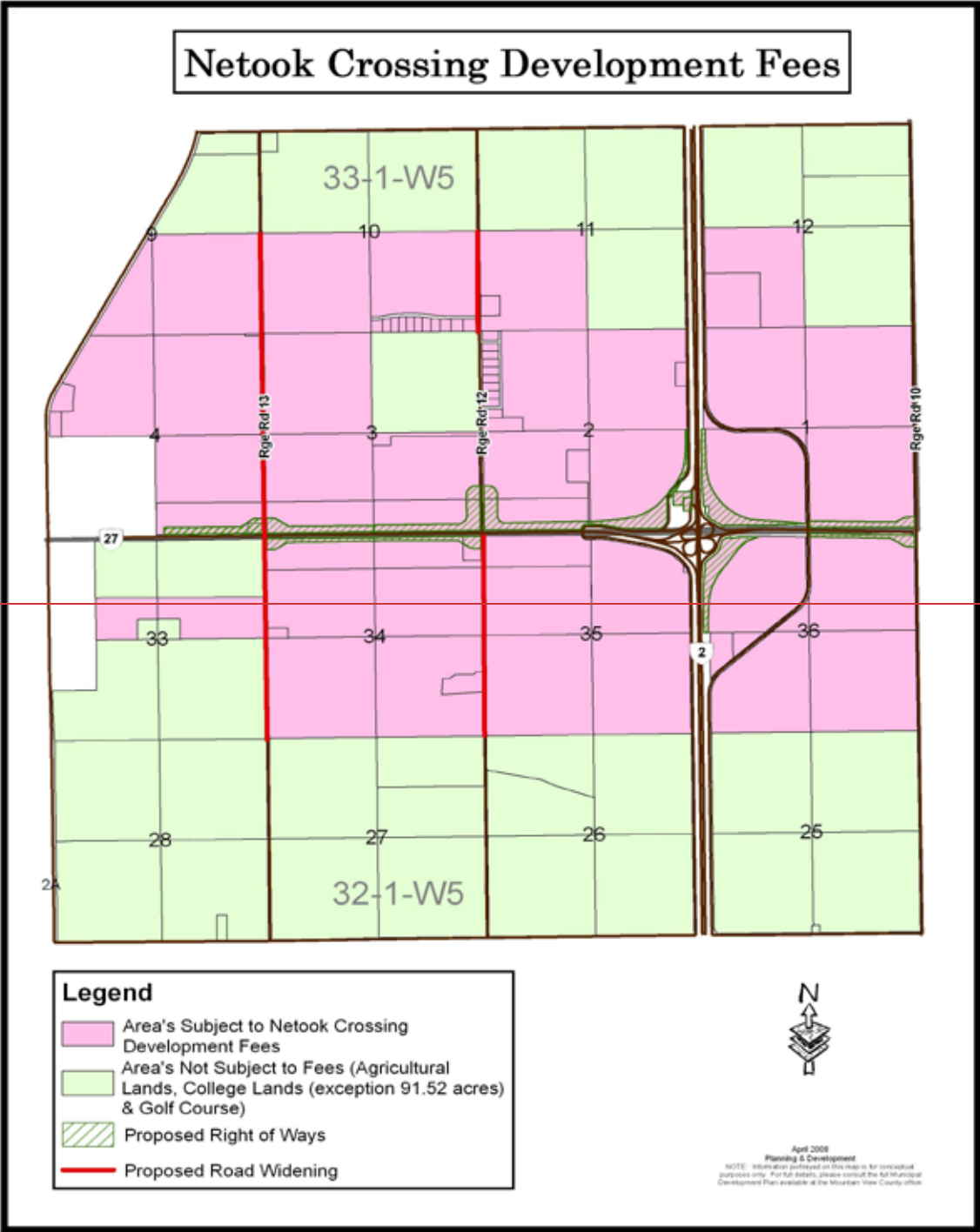
Approved Area Structure Plan	\$20.00
Environmentally Significant Areas	\$25.00
Municipal Development Plan	\$25.00
Land Use Bylaw	\$25.00
Sundre Airport Development Plan	\$25.00
Plan Cancellation	\$750.00
Other Prepared Documents	As set by the CAO

### **Electronic Copy (USB)**

Sundre Airport Development Plan	\$10.00
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MOUNTAIN VIEW COUNTY  
SCHEDULE C

*Netook Crossing Development Fees*





MOUNTAIN VIEW COUNTY  
SCHEDULE C

RR/TWP Roads	Miles	Fee	
RR 13	2.5	<del>\$ 4,375,000.00</del>	
RR 12	2.5	<del>\$ 4,375,000.00</del>	
RR 10	2	<del>\$ 3,500,000.00</del>	
<b>Total</b>	<b>7</b>	<b><del>\$ 12,250,000.00</del></b>	
<i>Intersections</i>	<i>Class</i>		
RR 12/HWY 27	IV/V	<del>\$ 2,150,000.00</del>	
RR 13/HWY 27	IV/V	<del>\$ 2,150,000.00</del>	
RR 10/HWY 27	IV/V	<del>\$ 2,150,000.00</del>	
<b>Total</b>		<b><del>\$ 6,450,000.00</del></b>	
<i>Master Plans</i>			
Transportation		<del>\$ 70,000.00</del>	
Stormwater		<del>\$ 50,000.00</del>	
Utility Servicing		<del>\$ 70,000.00</del>	
<b>Total</b>		<b><del>\$ 190,000.00</del></b>	
<b>Total cost</b>		<b><del>\$ 18,890,000.00</del></b>	
<b>Developable Acres *</b>			<b>4689.91</b>
<b>FEES \$/ac</b>		<b><del>\$ 4,027.80</del></b>	

MOUNTAIN VIEW COUNTY  
SCHEDULE D

Roll #	Rural Legal	Area (ac)	Lot No	Block No	Plan No	Proposed Zoning	Adjacent Road	Road Widening Taken	Road Widening Area Required	Developable Area Before Provincial	Provincial Road Widening Required	Developable Land
-	132331000	NE 33 32 1 5	59.24			Olds College Development Area				-		-
-		TOTAL 59.24	59.24	-	-	-	Rge. 13	No	1.03	58.21	-	58.21
-	132332000	NW 33 32 1 5	32.28			Olds College Development Area						-
-		TOTAL 32.28	32.28	-	-	-	Provincial HWY 27	N/A	-	32.28	-	32.28
-	132341000	NE 34 32 1 5	43.09			Entranceway						-
-	132341000	NE 34 32 1 5	108.18			Mixed Use Res or Bus Park						-
-	132341001	NE 34 32 1 5	6.56			Entranceway						-
-		TOTAL 157.83	157.83	-	-	-	Rge. 12	No	1.03	156.80	7.85	148.95
-	132342000	NW 34 32 1 5	49.65			Entranceway						-
-	132342000	NW 34 32 1 5	104.92			Mixed Use Res or Bus Park						-
-	132342001	NW 34 32 1 5	3.00	1	1	0212805 Mixed Use Res or Bus Park						-
-		TOTAL 157.57	157.57	-	-	-	Rge. 13	No	1.03	156.54	5.88	150.66
-	132343000	SE 34 32 1 5	148.48			Future Development						-
-	132343001	SE 34 32 1 5	11.23	1		9911787 Future Development						-
-		TOTAL 159.71	159.71	-	-	-	Rge. 12	No	1.03	158.68	-	158.68
-	132344000	SW 34 32 1 5	159.88			Future Development						-
-		TOTAL 159.88	159.88	-	-	-	Rge. 13	No	1.03	158.85	-	158.85
-	132351000	NE 35 32 1 5	124.16			Short Term						-
-	132351001	NE 35 32 1 5	0.33		A	409HF Short Term						-
-		TOTAL 124.49	124.49	-	-	-	West Service Rd	N/A	-	124.49	0.09	124.40
-	132352000	NW 35 32 1 5	48.92			Entranceway	West Service Rd	N/A				-
-	132352000	NW 35 32 1 5	108.51			Mixed Use Res or Bus Park						-
-		TOTAL 157.42	157.42	-	-	-	Rge. 12	No	1.03	156.39	0.04	156.35

MOUNTAIN VIEW COUNTY  
SCHEDULE D

Roll #	Rural Legal	Area (ac)	Lot No	Block No	Plan No	Proposed Zoning	Adjacent Road	Road Widening Taken	Road Widening Area Required	Developable Area Before Provincial	Provincial Road Widening Required	Developable Land
-												-
132353000	SE 35 32 1 5	145.84				Long Term						-
-	TOTAL 145.84	145.84	-	-	-	-	West Service Rd	N/A	0	145.84	0	145.84
-												-
132354000	SW 35 32 1 5	159.81				Future Development						-
-	TOTAL 159.81	159.81	-	-	-	-	Rge. 12	No	1.03	158.78	-	158.78
-												-
132361000	NE 36 32 1 5	150.66				Long Term						-
-	TOTAL 150.66	150.66	-	-	-	-	Rge. 10	Yes	0	150.66	8.56	142.10
-												-
132362000	NW 36 32 1 5	129.23				Medium Term						-
132362001	NW 36 32 1 5	8.37	1	1	0313321	Medium Term						-
-	TOTAL 137.60	137.60	-	-	-	-	East Service Rd.	N/A	-	137.60	15.54	122.06
-												-
132363000	SE 36 32 1 5	158.87				Long Term						-
-	TOTAL 158.87	158.87	-	-	-	-	Rge. 10	Yes	0	158.87	-	158.87
-												-
132364000	SW 36 32 1 5	125.15				Long Term						-
132364001	SW 36 32 1 5	11.90	B		9410090	Long Term						-
132364002	SW 36 32 1 5	6.32				Long Term						-
-	TOTAL 143.38	143.38	-	-	-	-	East Service Rd.	N/A	0	143.38	0	143.38
-												-
133011000	NE 1 33 1 5	158.90				Long Term						-
-	TOTAL 158.90	158.90	-	-	-	-	Rge. 10	Yes	0	158.90	-	158.90
-												-
133012000	NW 1 33 1 5	147.16				Long Term						-
-	TOTAL 147.16	147.16	-	-	-	-	Transfeeder Rd.	N/A	0	147.16	0	147.16
-												-
133013000	SE 1 33 1 5	156.56				Long Term	Transfeeder Rd.	N/A	0			-
-	TOTAL 156.56	156.56	-	-	-	-	Rge. 10	Yes	0	156.56	9.52	147.04
-												-
133014000	SW 1 33 1 5	140.79				Medium Term						-
-	TOTAL 140.79	140.79	-	-	-	-	Transfeeder Rd.	No	-	140.79	17.33	123.46

MOUNTAIN VIEW COUNTY  
SCHEDULE D

Roll #	Rural Legal	Area (ac)	Lot No	Block No	Plan No	Proposed Zoning	Adjacent Road	Road Widening Taken	Road Widening Area Required	Developable Area Before Provincial	Provincial Road Widening Required	Developable Land
-												-
133021000	NE 2 33 1 5	141.91				Long Term						-
133021001	NE 2 33 1 5	3.84	1	1	8610341	Long Term						-
-	TOTAL 145.75	145.75	-	-	-	-	West Service Rd	N/A	0	145.75	-	145.75
-												-
133022000	NW 2 33 1 5	125.17				Residential						-
133022001	NW 2 33 1 5	8.42		1	9910326	Residential						-
133022002	NW 2 33 1 5	2.49	-	2MR	9911244	Residential	-	-	-	-	-	-
133022003	NW 2 33 1 5	1.93		3	9911244	Residential						-
133022004	NW 2 33 1 5	1.98		10	9911244	Residential						-
133022005	NW 2 33 1 5	2.35		11	9911244	Residential						-
133022006	NW 2 33 1 5	1.98		4	0110320	Residential						-
133022007	NW 2 33 1 5	1.98		5	0110320	Residential						-
133022008	NW 2 33 1 5	1.98		6	0110320	Residential						-
133022009	NW 2 33 1 5	1.98		7	0110320	Residential						-
133022010	NW 2 33 1 5	1.98		8	0110320	Residential						-
133022011	NW 2 33 1 5	1.98		9	0110320	Residential						-
-	TOTAL 154.22	151.72	-	-	-	-	Rge. 12	Yes	0	151.72	-	151.72
-												-
133023000	SE 2 33 1 5	127.25				Short Term						-
133023001	SE 2 33 1 5	1.60		A	2868 JK	Short Term						-
133023003	SE 2 33 1 5	2.69		C	7656 JK	Short Term						-
-	TOTAL 131.54	127.25	-	-	-	-	West Service Rd	N/A	0	127.25	17.08	110.17
-												-
133024000	SW 2 33 1 5	48.14	2	2	0611833	Entranceway						-
133024000	SW 2 33 1 5	95.00	2	2	0611833	Residential						-
133024001	SW 2 33 1 5	12.06	1	2	0611832	Residential						-
-	TOTAL 155.21	155.21	-	-	-	-	Rge. 12	Yes	0	155.21	16.85	138.36
-												-
133031000	NE 3 33 1 5	159.58	-	-	-	Golf Course	-	-	-	-	-	-
-	TOTAL 159.58	-	-	-	-	-	-	-	-	-	-	-
133032000	NW 3 33 1 5	159.68				Residential						-
-	TOTAL 159.68	159.68	-	-	-	-	Rge. 13	No	1.03	158.65	-	158.65
-												-
133033000	SE 3 33 1 5	49.32				Entranceway						-
133033000	SE 3 33 1 5	98.03				Residential						-
133033001	SE 3 33 1 5	8.38		A	9210118	Residential						-
-	TOTAL 155.73	155.73	-	-	-	-	Rge. 12	Yes	0	155.73	17.18	138.55



MOUNTAIN VIEW COUNTY  
SCHEDULE D

Roll #	Rural Legal	Area (ac)	Lot No	Block No	Plan No	Proposed Zoning	Adjacent Road	Road Widening Taken	Road Widening Area Required	Developable Area Before Provincial	Provincial Road Widening Required	Developable Land
-												-
133034000	SW 3 33 1 5	49.65				Entranceway						-
133034000	SW 3 33 1 5	107.37				Residential						-
-	TOTAL 157.02	157.02	-	-	-	-	Rge. 13	No	1.03	155.99	11.88	144.11
-												-
133041000	NE 4 33 1 5	159.53				Future Development						-
133041001	NE 4 33 1 5	0.46				Future Development						-
-	TOTAL 159.99	159.99	-	-	-	-	Rge. 13	No	1.03	158.96	-	158.96
-												-
133042000	NW 4 33 1 5	123.29				Future Urban Development						-
133042001	NW 4 33 1 5	4.34				Future Urban Development						-
133042003	NW 4 33 1 5	7.69			8710431	Future Urban Development						-
-	TOTAL 135.31	135.31	-	-	-	-	Provincial Hwy. 2A		0	135.31	0	135.31
-												-
133043000	SE 4 33 1 5	47.59				Entranceway						-
133043000	SE 4 33 1 5	107.36				Long Term						-
133043001	SE 4 33 1 5	2.40				Entranceway						-
-	TOTAL 157.35	157.35	-	-	-	-	Rge. 13	No	1.03	156.32	8.63	147.69
-												-
133093000	SE 9 33 1 5	159.92				Future Development						-
-	TOTAL 159.92	159.92	-	-	-	-	Rge. 13	No	1.03	158.89	-	158.89
-												-
133094001	SW 9 33 1 5	48.69				Future Urban Development						-
-	TOTAL 48.69	48.69	-	-	-	-	Provincial Hwy 2A	-	0	48.69	0	48.69
133103000	SE 10 33 1 5	133.55				Residential	Rge. 12	No				-
133103001	SE 10 33 1 5	2.79	12	1	0412955	Residential	Rge. 12	No				-
133103002	SE 10 33 1 5	2.01	3		9710233	Residential	Internal Subdiv. Rd	N/A				-
133103003	SE 10 33 1 5	1.79	4		9710233	Residential	Internal Subdiv. Rd	N/A				-
133103004	SE 10 33 1 5	1.82	5		9710233	Residential	Internal Subdiv. Rd	N/A				-
133103005	SE 10 33 1 5	1.81	6		9710233	Residential	Internal Subdiv. Rd	N/A				-
133103006	SE 10 33 1 5	1.79	7		9710233	Residential	Internal Subdiv. Rd	N/A				-
133103007	SE 10 33 1 5	1.78	8		9710233	Residential	Internal Subdiv. Rd	N/A				-
133103008	SE 10 33 1 5	1.73	9		9710233	Residential	Internal Subdiv. Rd	N/A				-
133103009	SE 10 33 1 5	1.65	10		9710233	Residential	Internal Subdiv. Rd	N/A				-
133103010	SE 10 33 1 5	2.14	11MR	-	9710233	Residential	-	-	-	-	-	-
133103011	SE 10 33 1 5	2.20	13	1	0412955	Residential	Internal Subdiv. Rd	N/A				-
-	TOTAL 155.07	152.93	-	-	-	-	-	-	1.03	151.90	-	151.90

MOUNTAIN VIEW COUNTY  
SCHEDULE D

Roll #	Rural Legal	Area (ac)	Lot No	Block No	Plan No	Proposed Zoning	Adjacent -Road	Road Widening -Taken	Road Widening -Area Required	Developable Area Before Provincial	Provincial Road Widening Required	Developable Land
-												-
133104000	SW 10-33-1-5	159.86				Residential						-
-	TOTAL 159.86	159.86	-	-	-	-	Rge. 13	No	1.03	158.83	-	158.83
-												-
133114000	SW 11-33-1-5	154.09				Residential						-
133114001	SW 11-33-1-5	5.66	1	1	9810625	Residential						-
-	TOTAL 159.75	159.75	-	-	-	-	Rge. 12	No	1.03	158.72	-	158.72
-												-
133124000	SW 12-33-1-5	102.77				Short Term						-
133124001	SW 12-33-1-5	44.87	1	1	0611405	Short Term						-
-	TOTAL 147.64	147.64	-	-	-	-	East Service Rd.	N/A	0	147.64	-	147.64
GRAND TOTAL ALL AREAS		4841.79	-	-	-	-	-	-	15.45	4826.34	136.43	4689.91

MOUNTAIN VIEW COUNTY  
SCHEDULE ~~DE~~

SAFETY CODES

BUILDING PERMIT FEES	
Type of Construction	Permit Fee
New Single Family Dwellings (attached garage included in the permit fee but not calculated as part of the main floor square footage)	<del>\$0.420.46</del> /sq foot main floor of dwelling
	<del>\$0.320.35</del> /sq foot additional storeys
	<del>\$0.210.23</del> /sq foot (if developing basement at time of construction)
Manufactured Home, Modular Home (RTM) or Home Relocation <u>on</u> Foundation, Basement, or Crawlspace	<del>\$0.320.35</del> /sq foot
Manufactured Homes, Modular Home (RTM) (not on a foundation), Decks, Fireplaces, Demolition, Wood Burning Stoves or Hot Tubs, Swimming Pool, Solar Panels (residential)	<del>\$105.00</del> <u>115.50</u>
Additions, or Renovations, or Accessory Buildings (shed, garage, pole shed, etc)	<del>\$0.260.28</del> /sq foot
Minimum Fee	<del>\$105.00</del> <u>115.50</u>
Change of use or occupancy review inspection	<del>\$105.00</del> <u>115.50</u>
Riding Arena	<del>\$5.255.78</del> /\$1,000.00 const value to a max \$1,000,000.00 (min <del>\$265.00</del> <u>291.50</u> )
	<del>\$3.704.07</del> /\$1,000.00 const value above \$1,000,000.00
Institutional, Commercial and Industrial Construction	<del>\$5.255.77</del> / \$1,000.00 const value to a max \$1,000,000.00 (min <del>\$265.00</del> <u>291.50</u> )
	<del>\$3.704.07</del> / \$1,000.00 const value above \$1,000,000.00
Fire Code Compliance Inspection/Occupant Load Certificate	<del>\$90.00</del> <u>99.00</u> /hr (2 hour minimum)
Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00 (excluding Long Range Planning Administration Fee)	
Building Variance / Alternative Solution	<del>\$150.00</del> <u>165.00</u> /hr
Re-Inspection/Additional Inspection	<del>\$150.00</del> <u>165.00</u> per inspection
Time Extension	10% of the original fee (not including the Safety Codes and Long-Range fees), minimum <del>\$100.00</del> <u>110.00</u>

MOUNTAIN VIEW COUNTY  
SCHEDULE ~~DE~~

Cancellation of Permit	1. Prior to Plan Review (less than two days) - 85% 2. After Plan Review - 50% 3. After first inspection and prior to 90 days of Plan Review Issuance - no refund Safety Codes and Long Range Fees - non-refundable
Note: if a permit has been closed, it will not be re-opened and a new permit will be required	

**Building Permits - Long Range Planning Administration Fee**

**Applicable to all permits (non refundable):**

Agricultural, Ancillary Buildings (Agriculture, Residential, Direct Control (for individual lots))	\$25.00
Residential, Recreational Facilities and Ancillary Buildings, Direct Control and Ancillary Buildings (for common property)	\$50.00
Agricultural Commercial, Commercial and Ancillary Buildings, Industrial, Agricultural Industrial, Business Park and Ancillary Buildings, Airport District and Ancillary Buildings	\$75.00

**RESIDENTIAL ELECTRICAL PERMIT FEES**

**New Single Family Dwelling Residential**

Square Footage	Homeowner Fee	Contractor Fee
Up to 500	<del>\$135.00</del> 148.50	<del>\$135.00</del> 148.50
501 – 1000	<del>\$185.00</del> 203.50	<del>\$135.00</del> 148.50
1001 – 1500	<del>\$210.00</del> 231.00	<del>\$145.00</del> 159.50
1501 – 2000	<del>\$230.00</del> 253.00	<del>\$155.00</del> 170.50
2001 – 2500	<del>\$250.00</del> 275.00	<del>\$165.00</del> 181.50
2501 – 5000	<del>\$270.00</del> 297.00	<del>\$185.00</del> 203.50
5001 – 7500	<del>\$290.00</del> 319.00	<del>\$240.00</del> 264.00
Over 7500	<del>\$290.00</del> 319.00 + <del>\$0.100.11</del> /sq. ft.	<del>\$240.00</del> 264.00 + <del>\$0.100.11</del> /sq. ft.

**Other than New Single Family Residential  
(basement development, garage, addition, renovation, minor work)**

Installation Cost	Homeowner Fee	Contractor Fee
\$0 - \$500	<del>\$80.00</del> 88.00	<del>\$80.00</del> 88.00
\$501 - \$1000	<del>\$105.00</del> 115.50	<del>\$90.00</del> 99.00
\$1001 - \$2000	<del>\$135.00</del> 148.50	<del>\$105.00</del> 115.50
\$2001 - \$3000	<del>\$155.00</del> 170.50	<del>\$125.00</del> 137.50
\$3001 - \$4000	<del>\$165.00</del> 181.50	<del>\$135.00</del> 148.50
\$4001 - \$5000	<del>\$175.00</del> 192.50	<del>\$145.00</del> 159.50



MOUNTAIN VIEW COUNTY  
SCHEDULE ~~DE~~

Installation Cost	Homeowner Fee	Contractor Fee
\$5001 - \$6000	<del>\$185.00</del> <u>203.50</u>	<del>\$155.00</del> <u>170.50</u>
\$6001 - \$7000	<del>\$195.00</del> <u>214.50</u>	<del>\$165.00</del> <u>181.50</u>
\$7001 - \$8000	<del>\$210.00</del> <u>231.00</u>	<del>\$175.00</del> <u>192.50</u>
\$8001 - \$9000	<del>\$220.00</del> <u>242.00</u>	<del>\$185.00</del> <u>203.50</u>
\$9001 - \$10,000	<del>\$230.00</del> <u>253.00</u>	<del>\$195.00</del> <u>214.50</u>
\$10,001 - \$11,000	<del>\$240.00</del> <u>264.00</u>	<del>\$210.00</del> <u>231.00</u>
\$11,001 - \$12,000	<del>\$250.00</del> <u>275.00</u>	<del>\$220.00</del> <u>242.00</u>
\$12,001 - \$13,000	<del>\$260.00</del> <u>286.00</u>	<del>\$230.00</del> <u>253.00</u>
\$13,001 - \$14,000	<del>\$270.00</del> <u>297.00</u>	<del>\$235.00</del> <u>258.50</u>
\$14,001 - \$15,000	<del>\$280.00</del> <u>308.00</u>	<del>\$245.00</del> <u>269.50</u>
\$15,001 - \$16,000	<del>\$290.00</del> <u>319.00</u>	<del>\$255.00</del> <u>280.50</u>
\$16,001 - \$18,000	<del>\$300.00</del> <u>330.00</u>	<del>\$265.00</del> <u>291.50</u>
\$18,001 - \$20,000	<del>\$315.00</del> <u>346.50</u>	<del>\$275.00</del> <u>302.50</u>
\$20,001 - \$25,000	<del>\$335.00</del> <u>368.50</u>	<del>\$290.00</del> <u>319.00</u>
\$25,001 - \$30,000	<del>\$350.00</del> <u>385.00</u>	<del>\$320.00</del> <u>352.00</u>
\$30,001 - \$35,000	<del>\$385.00</del> <u>423.50</u>	<del>\$355.00</del> <u>390.50</u>
\$35,001 - \$40,000	<del>\$415.00</del> <u>456.50</u>	<del>\$380.00</del> <u>418.00</u>

Description	Homeowner Fee	Contractor Fee
Temporary Service 100 Amps or less	<del>\$85.00</del> <u>93.50</u>	<del>\$85.00</del> <u>93.50</u>
Manufactured / Mobile Home Connection	<del>\$85.00</del> <u>93.50</u>	<del>\$85.00</del> <u>93.50</u>

Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00

MOUNTAIN VIEW COUNTY  
SCHEDULE ~~DE~~

NON-RESIDENTIAL ELECTRICAL PERMIT FEES (Contractors Only)	
Electrical Installation Cost	Fee
\$0 - \$1000	<del>\$80.00</del> <u>88.00</u>
\$1001 - \$2000	<del>\$90.00</del> <u>99.00</u>
\$2001 - \$3000	<del>\$105.00</del> <u>115.50</u>
\$3001 - \$4000	<del>\$125.00</del> <u>137.50</u>
\$4001 - \$5000	<del>\$135.00</del> <u>148.50</u>
\$5001 - \$6000	<del>\$145.00</del> <u>159.50</u>
\$6001 - \$7000	<del>\$155.00</del> <u>170.50</u>
\$7001 - \$8000	<del>\$165.00</del> <u>181.50</u>
\$8001 - \$9000	<del>\$175.00</del> <u>192.50</u>
\$9001 - \$10,000	<del>\$185.00</del> <u>203.50</u>
\$10,001 - \$11,000	<del>\$195.00</del> <u>214.50</u>
\$11,001 - \$12,000	<del>\$210.00</del> <u>231.00</u>
\$12,001 - \$13,000	<del>\$220.00</del> <u>242.00</u>
\$13,001 - \$14,000	<del>\$230.00</del> <u>253.00</u>
\$14,001 - \$15,000	<del>\$235.00</del> <u>258.50</u>
\$15,001 - \$16,000	<del>\$245.00</del> <u>269.50</u>
\$16,001 - \$18,000	<del>\$255.00</del> <u>280.50</u>
\$18,001 - \$20,000	<del>\$265.00</del> <u>291.50</u>
\$20,001 - \$25,000	<del>\$285.00</del> <u>313.50</u>
\$25,001 - \$30,000	<del>\$320.00</del> <u>352.00</u>
\$30,001 - \$35,000	<del>\$355.00</del> <u>390.50</u>
\$35,001 - \$40,000	<del>\$380.00</del> <u>418.00</u>
\$40,001 - \$50,000	<del>\$425.00</del> <u>467.50</u>
\$50,001 - \$60,000	<del>\$455.00</del> <u>500.50</u>
\$60,001 - \$80,000	<del>\$520.00</del> <u>572.00</u>
\$80,001 - \$100,000	<del>\$610.00</del> <u>671.00</u>
\$100,001 - \$120,000	<del>\$700.00</del> <u>770.00</u>
\$120,001 - \$140,000	<del>\$785.00</del> <u>863.50</u>
\$140,001 - \$160,000	<del>\$875.00</del> <u>962.50</u>
\$160,001 - \$180,000	<del>\$965.00</del> <u>1061.50</u>
\$180,001 - \$200,000	<del>\$1055.00</del> <u>1160.50</u>
Over \$200,000	<del>\$2,652.91</del> / \$1,000

Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00

MOUNTAIN VIEW COUNTY  
SCHEDULE ~~DE~~

PLUMBING PERMIT FEES		
Residential & Non-Residential Installations		
Number of Fixtures	Homeowner Fee	Contractor Fee
1	<del>\$105.00</del> 115.50	<del>\$85.00</del> 93.50
2	<del>\$105.00</del> 115.50	<del>\$85.00</del> 93.50
3	<del>\$105.00</del> 115.50	<del>\$85.00</del> 93.50
4	<del>\$105.00</del> 115.50	<del>\$85.00</del> 93.50
5	<del>\$120.00</del> 132.00	<del>\$95.00</del> 104.50
6	<del>\$130.00</del> 143.00	<del>\$105.00</del> 115.50
7	<del>\$135.00</del> 148.50	<del>\$110.00</del> 121.00
8	<del>\$140.00</del> 154.00	<del>\$115.00</del> 126.50
9	<del>\$145.00</del> 159.50	<del>\$120.00</del> 132.00
10	<del>\$150.00</del> 165.00	<del>\$125.00</del> 137.50
11	<del>\$155.00</del> 170.50	<del>\$130.00</del> 143.00
12	<del>\$160.00</del> 176.00	<del>\$135.00</del> 148.50
13	<del>\$165.00</del> 181.50	<del>\$140.00</del> 154.00
14	<del>\$170.00</del> 187.00	<del>\$145.00</del> 159.50
15	<del>\$175.00</del> 192.50	<del>\$150.00</del> 165.00
16	<del>\$180.00</del> 198.00	<del>\$155.00</del> 170.50
17	<del>\$185.00</del> 203.50	<del>\$160.00</del> 176.00
18	<del>\$190.00</del> 209.00	<del>\$165.00</del> 181.50
19	<del>\$195.00</del> 214.50	<del>\$170.00</del> 187.00
20	<del>\$200.00</del> 220.00	<del>\$175.00</del> 192.50
Over 20	<del>\$200.00</del> 220.00 plus <del>\$5.25</del> 5.78 per fixture over 20	<del>\$175.00</del> 192.50 plus <del>\$5.25</del> 5.78 per fixture over 20
Water & Sewer Connection		
Description	Permit Fee	
Water & Sewer Connection	<del>\$85.00</del> 93.50	

Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00

MOUNTAIN VIEW COUNTY  
SCHEDULE ~~DE~~

RESIDENTIAL GAS PERMIT FEES	
Number of Outlets	Permit Fee
1	<del>\$90.00</del> <u>99.00</u>
2	<del>\$105.00</del> <u>115.50</u>
3	<del>\$125.00</del> <u>137.50</u>
4	<del>\$155.00</del> <u>170.50</u>
5	<del>\$175.00</del> <u>192.50</u>
Add <del>\$15.00</del> <u>16.50</u> per outlet over 5	
Description	Permit Fee
Secondary Gas Line	<del>\$75.00</del> <u>82.50</u>
Manufactured / Mobile Home Connection	<del>\$75.00</del> <u>82.50</u>
Gas Connection	<del>\$85.00</del> <u>93.50</u>
Furnace Replacement (1 outlet)	<del>\$90.00</del> <u>99.00</u>
Propane Tank Set	<del>\$105.00</del> <u>115.50</u>
NON-RESIDENTIAL GAS PERMIT FEES	
BTU Input	Fee
0 – 150,000 BTU input	<del>\$80.00</del> <u>88.00</u>
150,001 – 250,000 BTU input	<del>\$105.00</del> <u>115.50</u>
250,001 – 350,000 BTU input	<del>\$130.00</del> <u>143.00</u>
350,001 – 500,000 BTU input	<del>\$155.00</del> <u>170.50</u>
500,001 – 750,000 BTU input	<del>\$180.00</del> <u>198.00</u>
750,001 – 1,000,000 BTU input	<del>\$210.00</del> <u>231.00</u>
Over 1,000,000 BTU input	<del>\$53.00</del> <u>58.30</u> / 1,000,000 BTU (or portion of)
Temporary Heat	
BTU Input	Fee
0 – 250,000 BTU input	<del>\$80.00</del> <u>88.00</u>
greater than 250,000 BTU input	<del>\$105.00</del> <u>115.50</u>

Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and a maximum of \$560.00



MOUNTAIN VIEW COUNTY  
SCHEDULE ~~D~~E

Private Sewage Permit Fees	
Type of Installation	Fee
Residential, single family/ two family	\$ <del>210.00</del> <u>231.00</u> / dwelling unit
Multi-family and non-residential	\$ <del>210.00</del> <u>231.00</u> + \$ <del>105.00</del> <u>115.50</u> for each 10 cubic meters or portion thereof, of sewage / day based on expected average flows

Add 4% Safety Codes Council for each permit issued with a minimum of \$4.50 and a maximum of \$560.00

# Regular Council Meeting

## Request for Decision

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CAO Services

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**Date:** May 11, 2022

**SUBJECT:** Council Directives

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**RECOMMENDATION:** That Council receive the Council Directives as information.

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**ALTERNATIVE OPTIONS:**

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**BACKGROUND:** Receive as Information

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**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:** N/A

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**Attachments** ☒ **Nil** ☐ **As per recommendation**

1. 2022 Council Directives
  2. 2021 Council Directives
- 

**PREPARED BY:** lmc

## 2022 Council Directives

MOTION #	ACTION	DIRECTOR RESPONSIBLE	STATUS/COMMENTS
RC22-023	That Council request that Administration purchase and install a plaque, similar to the Century Farm Award, to be displayed outside at the Olds-Didsbury Airport and the Sundre Airport, to commemorate the efforts of the Olds Didsbury Flying Association and the Sundre Flying Club with costs to be funded from the CAO Contingency	Director, Legislative, Community and Agricultural Services	Design and purchase in progress
RC22-169	That Council retain Policy 7.5.4 in the Bergan Area Structure plan per Bylaw 03/17	Director, Planning and Development	
RC22-170	That Council strikes Policy 7.1.1. in the Bergan Area Structure plan per Bylaw 03/17	Director, Planning and Development	
RC22-196	That Council increase the cemetery budget to \$33,000.00 and include the urban centers, effective 2023	Director, Legislative, Community and Agricultural Services	Procedure Amended
RC22-197	The Council accepts the amendments to the procedures as contained in the agenda package, with further amendments that Council has proposed.	Director, Legislative, Community and Agricultural Services	
RC22-208	Council directs administration, supported by the Reeve and Deputy Reeve, to re-enter into negotiations with the ODFA appointed members, Bob Jackson, Doug Miller and Grant Byrd, regarding a contract to operate the fuel system. The contract must address, at a minimum, the following; XX \$/L return to the County, Contract duration, Relevant operating conditions to ensure a low probability of service interruption, Insurance, environment and OH&S aspects related to the fuel system, Valuation and ownership of the fuel system. And further that Council requests that the ODFA include as background information the last 2 years of fuel system operations, being the volume sales, revenue and expenses. And further that Council is agreeable to an extension to July 6, 2022, to continue negotiations with regular updates provided by Administration at each council meetin	Director, Legislative, Community and Agricultural Services	Letter sent
RC22-221	That Council authorizes administration to enter into an agreement with Juergen and Andrew Sadlowski for the use of their lands to expand Davidson Park, pending second reading of the redesignating bylaw	Director, Legislative, Community and Agricultural Services	Agreement Execution in Progress
RC22-225	That Council request amendments to Bylaw No. 06/22: Section 3.01 C, Section 3.1 K, Section 5.05, Section 9.06, and Section 9.10 subsection 5 as presented	Director, Legislative, Community and Agricultural Services	
RC22-230	That Council request an amendment to Bylaw No. 09/22 Council Code of Conduct Section 6.01 c) to refer to an individual Councilor or Councillors as discussed	Director, Legislative, Community and Agricultural Services	
RC22-231	That Council direct administration to bring back Option 1, with the recommended direction from Council for the next Council meeting of May 11, 2022	CAO Services	Bring forward May 11, 2022
RC22-232	That Council direct administration to create high level document that describes todays discussion on motion RC22-231 and bring back to the next Council meeting of May 11, 2022.	Director Planning and Development	Same as motion RC22-231
RC22-233	That Council approve an additional \$51,299.00 towards the Sundre Fire Pumper to be funded from the General Fire Reserve	Director, Legislative, Community and Agricultural Services	Town of Sundre notified
RC22-238	That Council request administration bring the Fee Schedule Bylaw No. 01/22, with amendments to schedule C and schedule D	Director Planning and Development/Director of Legislative, Community and Agricultural Services	Bring forward May 11, 2022

## 2021 Council Directives

MOTION #	ACTION	DIRECTOR RESPONSIBLE	STATUS/COMMENTS
RC21-291	That Council direct the Chief Administrative Officer to seek approval from the Minister of Transportation to permanently close Road Plan 4226EZ within NE 1-32-2 W5, in accordance with Section 24 of the Municipal Government Act.	CAO	Preparing submission to Land Titles
RC21-440	That Council request that the Chief Administrative Officer contact all Recreational Condominium Corporations to determine their interest in the approval process.	Director, Planning and Development	For the next LUB Review
RC21-442	That Council authorize administration to pursue the negotiation with the adjacent landowners for the lease of a portion of the lands and to return a draft agreement for Council's consideration regarding the expansion of Davidson Park.	Director, Legislative, Community and Agricultural Services	Complete
RC21-446	That Council defer amendments to the Municipal Development Policy and Land Use Policy to address the Flood Hazard Area on a date to be determined by Council after the 2021 Municipal Election.	Director, Planning and Development	BF in 2022
RC21-589	That Council request that Municipal Planning Commission consider implementing a development permit condition that requires a compliance review of take place 5 years after approval	Director, Planning and Development	BF to MPC
RC21-590	That Council request that Municipal Planning Commission consider implementing a development permit condition that restricts Aggregate extraction below the water table	Director, Planning and Development	BF to MPC
RC21-592	That Council request that Municipal Planning Commission consider development permit conditions that take into consideration the dust management plan contained in the Comprehensive Site Development Plan	Director, Planning and Development	BF to MPC
OR21-006	That Council request administration add the Agricultural Service Board Terms of Reference to a future Council meeting for consideration of adding Youth members.	Director, Legislative, Community and Agricultural Services	Referring to ASB for comment.
RC21-683	That Council direct Administration to send a letter to the towns, and ICC committees regarding fire budget looking at a maximum of CPI, and any increase in the budget to be justified through the ICC process.	CAO Services	In Progress
RC21-696	That Council request that Administration develop a Terms of Reference for the Mountain View Aviation Advisory Board and return it to a future Council meeting for consideration.	Director, Legislative, Community and Agricultural Services	In Progress
RC21-716	That Council direct Administration to amend Section 6.01 (b) items a. and b. to read: a. Development prior to January 1st 2022 and adherence to a Winter Maintenance Program to the County's satisfaction, including clear key performance indicators to be monitored.and; b. Development prior to May 1st 2022 and adherence to a Summer Maintenance Program to the County's satisfaction, including clear key performance indicators to be monitored.	Director, Legislative, Community and Agricultural Services	In Progress



# Regular Council Meeting

## Request for Decision

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Corporate Services

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**Date:** May 11, 2022

**SUBJECT:** Corporate Services Quarterly Report

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**RECOMMENDATION:** That Council receive the Corporate Services Quarterly Report as information.

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**ALTERNATIVE OPTIONS:**

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**BACKGROUND:**

In the Corporate Services Quarterly Report, Council is informed of

- Activities and projects for the Corporate Services Division
  - Mountain View Financial Statements, Variances, and Contingency Report.
- 

**RELEVANT POLICY:**

Funding Recommendations:

[MGA 248\(1\)](#) A municipality may only make an expenditure that is (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,

[MGA 602.26\(2\)](#) Each board must establish procedures to authorize and verify expenditures that are not included in a budget.

[Policy No. 1009 Financial Controls](#) 2. Councils main tools for ensuring that funds are expended appropriately are: f) delegation of responsibility for financial controls to the Chief Administrative Officer (CAO),

Variance Reporting:

[MGA 268.1\(b\)](#) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs;

[Policy No. 1009 Financial Controls](#) 2. Councils main tools for ensuring that funds are expended appropriately are: b. regular financial reporting of expenditures compared to budget,

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**BUDGET IMPLICATIONS:** Nil

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**Attachments** ☒ Nil ☐

1. 2022 1st Quarterly Report - Corporate Services
  2. March 2022 Financial Statements
  3. 2022 Q1 Grant Summary Report2022 Matrix Reporting
  4. 2022 Q1 Operating Project Report
  5. 2022 Q1 Capital Project Variance Report
  6. Financial Statement Commentary for Quarter 1 2022
- 

**PREPARED BY:** MA

**REVIEWED BY:** LM

Corporate Services:

The 2022 Budget and 2021 Audited Financial Statement will be on the website in May 2022.

Preparation of Budget Document for Government Financial Officers Association (GFOA) Budget Award.

Tax Notices were mailed May 6, 2022. The last day for assessment complaints is July 15, 2022. There is a 1% tax incentive for the current year taxes if full payment of 2022 taxes are received by June 30, 2022. The deadline for 2022 taxes is September 15, 2022.

Penalties will be charged on property tax arrears as per the following:

June 16	2%
September 16	4%
January 16	3%
March 16	3%

A reminder after September 15 the 2022 Property Taxes will be considered Property Tax Arrears and subject to the 4% penalty.

Budget Software project starts in the second quarter and is expected to be used by Finance for the 2023 budget.

Assessment:

Quarter 1:

- Sent out re-inspection letters and Request for Information survey's mid January. These were sent to all residential properties in Range 2-W5 (Areas include Divisions 1,3,4,6 and 7).
- The Assessment Audit Unit required the declaration of the assessment roll by February 28th, 2022. The assessment roll was declared on February 23, 2022. The assessment has passed the first stage of annual audit with a Final Rating of 97.4% for the residential classification and 102.1% for the Non-Residential category.

Currently working through 20% re-inspection cycle In Range 2-W5M (Areas include Divisions 1,3,4,6 and 7), includes RFI reviews, visual inspections, phone calls, use of GIS and physical inspections if required and arranged with the landowner.

From the table below, 1,985 parcels will have to be inspected/reviewed to meet our 20% re-inspection cycle. Physical Inspections started April 4, 2022, which would be the reason there are no inspections noted for Q1. 303 RFI's have been processed.

Inspections (Total)	Residential & Commercial
Total Parcels	9,925
Total Inspection Target (To Achieve Legislated 20% Re-Inspection)	1,985
Total Inspected Parcels	-
Total Inspection Target Remaining To Achieve Legislated 20%	1,985
Inspections For Input	-
2022 RFI's Processed to date = 303	

Looking ahead to next quarter:

- 2022 Assessment/Tax Notices will be mailed out, our focus will be on fielding inquiries, inspections required from inquiries. Finish remaining re-inspections, and data inputting.
- Move to O&G inspections, annual inspections (including new construction in 2022, previously started construction in 2021 that was not completed and needs to be updated).
- Start on sales verification. Sales that had occurred and will occur between July 1, 2021, and June 30, 2022. With delay in land title, verification of sales may be done outside this scope.
- No plans for mass letter mailings in upcoming quarter.
- Media campaign with Communications Coordinator to inform rate payers that the 2022 Assessment/Tax Notices have been mailed.

## **Finance:**

### **Property Tax Receivable Balance:**

It is interesting to note we have reduced our number of outstanding accounts with a larger outstanding balance at December 2021 as compared to 2017. Even with 33 accounts in 2017, we were still able to avoid a tax sale and that extends as far back as 2014

	2022 - Qtr 1	31-Dec-21	31-Dec-20	31-Dec-19	31-Dec-18
Total Outstanding Balance	\$ (1,349,140.71)	\$ 1,199,583.25	\$ 1,606,693.94	\$ 1,290,679.40	\$ 1,116,279.05
Outstanding Oilfield	\$ 97,550.45	\$ 409,819.84	\$ 542,141.39	\$ 390,069.39	\$ 433,117.40
Outstanding Other	\$ 595,406.66	\$ 789,763.41	\$ 1,064,552.55	\$ 900,610.01	\$ 683,161.65
Accounts Entered into Tax Recovery Process*	9	19	25	18	21
Revised deadline to June 30 (COVID)			13		

\* Registered Annually by March 31st Alberta Land Titles

\*\* 2013 was the last time a Public Sale of Land (Tax Sale) Occurred

### **Pre-Authorized Deposits (PAD):**

Increase from Jan 2021, 1863, and in Jan 2022, 2062 – 10.7% increase year over year

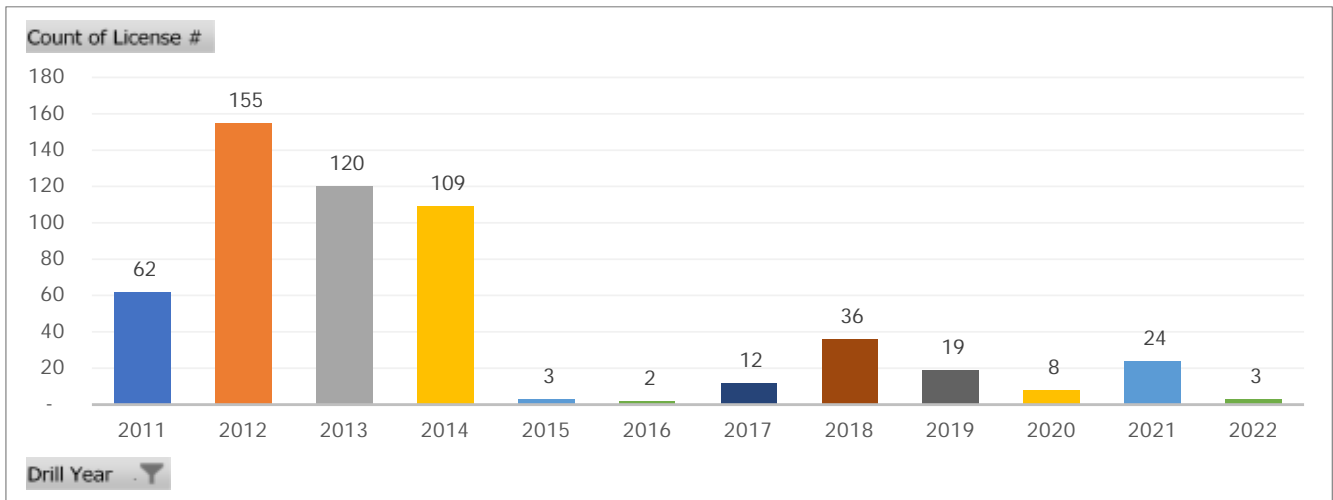
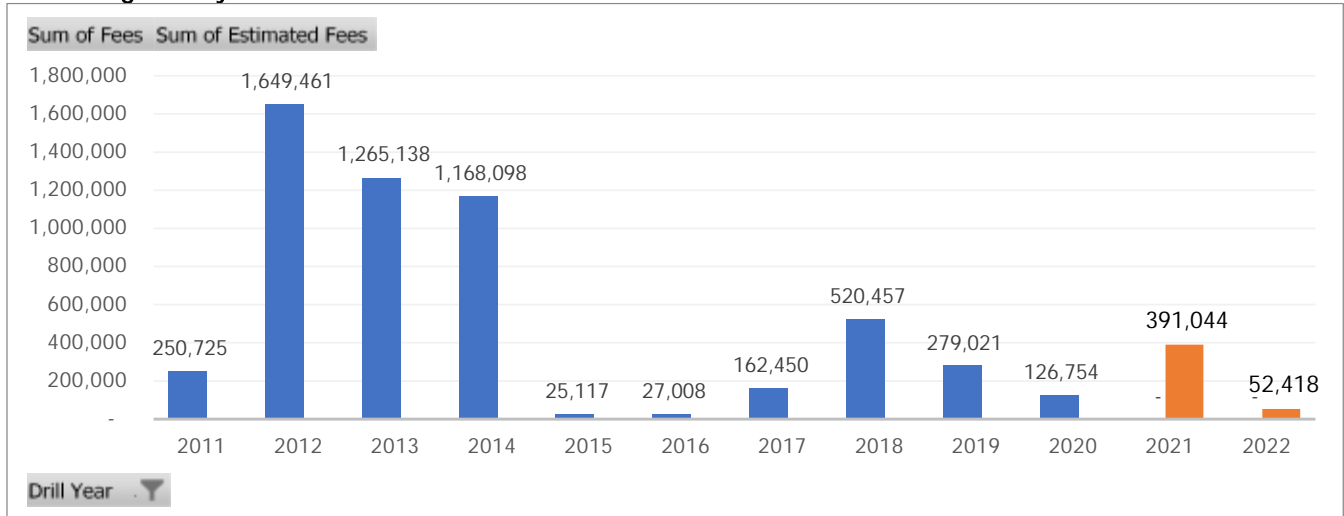
	2022 – Qtr1	2021	2020	2019
Total Signups in March	2068	1920	1868	1782
March Deposit for Each Year	\$628,478.76	\$464,689.72	\$459,325.88	\$420,273.29

### **Tax Certificate Revenue:**

If the first quarter of 2022 tax certificate revenue trend continues, we may achieve the same results as in 2021. Most requests for tax certificates are for property sales.

	2022 – Qtr1	2021	2020	2019	2018
Revenue Collected	9,000	38,990	28,835	18,080	22,695
Number of Tax Certificates	257	1120	830	520	650

### Well Drilling Activity:



In the first quarter of 2022 we have lost new well drilling tax revenue of \$52K for 3 new wells. These same wells are assessed at zero and a change may occur at the beginning of 2025 depending on a review of assessment by the government. The tax revenue is not expected to return in the future.

### Information Technology/ Business Services:

- 1) GIS
  - a. Further integration has been built to allow Assessment service to graphically view assessing data on a map to support the equitable assessment of properties and management of the assessment processes.
  - b. Additional functionality was added to allow grader operators to collect maintenance and asset information.
- 2) New backup solution was implemented to better protect the County's information assets.
- 3) Aging cameras on the Administration building have been replaced.
- 4) Refresher sessions were offered to staff and council on GIS functionality.

Support of a number of organizational initiatives continues. This includes the website, meeting management software, and budgeting solution.

IT support has increased with the introduction of several new staff members. Orientations are provided to new staff on the use of the county computer, M-Files, and security.

Security continues to be a focus. Vulnerabilities to the County's systems have been reduced by implementing new remote access services for vendors and consultants accessing our systems. A minor security breach was reported and dealt with.

**MOUNTAIN VIEW COUNTY**  
**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**  
**AS AT MARCH 31, 2022**

	2022 YTD \$	2021 YTD \$	2021 YEAR END \$	YTD Var
<b>FINANCIAL ASSETS</b>				
Cash and temporary investments (note 2)	46,040,105	23,872,686	45,598,496	22,167,419
Taxes receivable (note 3)	(1,441,120)	(603,136)	1,219,831	(837,984)
Accounts receivable (note 4)				
Federal government	128,797	144,127	153,562	(15,330)
Provincial government	33,457	-	55,969	33,457
Local governments	50,894	-	19,445	50,894
Other	11,675,158	11,460,511	590,304	214,647
Investments (note 5)	13,392,101	31,383,258	21,124,993	(17,991,158)
Notes receivable (note 15)	7,429,000	8,362,581	7,626,804	(933,581)
Trust accounts (note 6)	543,199	520,433	540,263	22,767
<b>Total Financial Assets</b>	<b>77,851,591</b>	<b>75,140,459</b>	<b>76,929,667</b>	<b>2,711,132</b>
<b>LIABILITIES</b>				
Accounts payable & accrued liabilities				
Federal government	146,290	132,584	95,550	13,706
Provincial government	975,483	(15,965)	490,832	991,448
Local governments	178,631	(2,719)	43,280	181,350
Trade payables	1,330,609	2,429,540	2,645,396	(1,098,931)
Deferred revenue (note 7)	2,032,914	2,518,405	2,116,543	(485,491)
Employee benefit obligations (note 8)	554,732	494,784	668,827	59,948
Trust accounts (note 6)	543,199	520,433	540,263	22,767
Pit reclamation obligation (note 19)	6,093,900	6,093,900	6,093,900	-
Liability for contaminated sites (note 1)	3,600,000	3,600,000	3,600,000	-
Other liabilities	1,827,943	1,701,012	1,773,443	126,931
Long-term debt (note 9)	12,115,485	13,259,053	12,381,343	(1,143,568)
<b>Total Liabilities</b>	<b>29,399,185</b>	<b>30,731,026</b>	<b>30,449,377</b>	<b>(1,331,841)</b>
<b>Contingencies and Commitments (note 17)</b>				
<b>NET FINANCIAL ASSETS</b>	<b>48,452,406</b>	<b>44,409,433</b>	<b>46,480,290</b>	<b>4,042,973</b>
<b>NON-FINANCIAL ASSETS</b>				
Inventory for consumption	6,059,944	5,627,638	5,850,423	432,306
Prepaid expenses	2,069,660	1,837,645	772,407	232,015
Long-term land held for resale	953,710	953,710	953,710	-
Tangible capital assets (note 12)	156,768,893	154,111,224	159,807,206	2,657,669
Resource assets	3,308,421	3,308,421	3,308,421	-
<b>Total Non-Financial Assets</b>	<b>169,160,629</b>	<b>165,838,639</b>	<b>170,692,167</b>	<b>3,321,990</b>
<b>ACCUMULATED SURPLUS (note 18)</b>	<b>217,613,035</b>	<b>210,248,072</b>	<b>217,172,457</b>	<b>7,364,963</b>



**MOUNTAIN VIEW COUNTY  
CONSOLIDATED STATEMENT OF OPERATIONS  
FOR THE YEAR ENDING MARCH 31, 2022**

						% for Year 25.00%	
	2022 Budget \$	2022 YTD \$	2021 YTD \$	2021 YEAR END \$	% of Budget	% Var	\$ Var
<b>REVENUE</b>							
Net taxes available for municipal purposes (Schedule 2)	31,115,905	7,794,346	7,455,138	29,843,849	25.05%	0.05%	15,370
Sale of goods	120,000	6,040	4,772	102,257	5.03%	-19.97%	(23,960)
Sale of services	261,500	57,012	47,370	311,184	21.80%	-3.20%	(8,363)
Fees & levies	652,722	248,794	124,074	644,148	38.12%	13.12%	85,614
Fines & penalties	371,500	71,156	40,226	185,633	19.15%	-5.85%	(21,719)
Return on investments	1,364,153	242,257	270,480	1,187,388	17.76%	-7.24%	(98,782)
Rentals	146,975	96,431	108,644	171,019	65.61%	40.61%	59,688
Recovery	146,500	168,472	41,363	285,216	115.00%	90.00%	131,847
Government transfers for operating (Schedule 4)	966,840	128,733	182,661	1,607,332	13.31%	-11.69%	(112,977)
Other	-	1,989	-	57,907	0.00%	-25.00%	1,989
<b>Total Revenue</b>	<b>35,146,095</b>	<b>8,815,232</b>	<b>8,274,727</b>	<b>34,395,933</b>	<b>25.08%</b>	<b>0.08%</b>	<b>28,708</b>
<b>EXPENSES</b>							
Council	667,687	188,440	122,594	584,409	28.22%	3.22%	21,518
CAO Services	757,644	172,352	174,191	690,836	22.75%	-2.25%	(17,059)
Corporate Services							
Finance & general office	2,115,905	397,318	384,631	1,972,473	18.78%	-6.22%	(131,658)
Assessment	439,165	97,786	90,577	344,210	22.27%	-2.73%	(12,005)
Business services	1,133,349	246,432	229,944	993,197	21.74%	-3.26%	(36,905)
Waste management	364,000	80,503	82,630	348,910	22.12%	-2.88%	(10,497)
Planning & Development Services							
Planning	1,000,213	203,920	200,019	788,334	20.39%	-4.61%	(46,133)
Development	692,127	130,310	133,147	506,951	18.83%	-6.17%	(42,721)
Permitting	378,575	79,917	89,174	354,305	21.11%	-3.89%	(14,726)
Legislative & Community Services							
Legislative services	1,963,849	413,517	347,381	1,630,482	21.06%	-3.94%	(77,445)
Agriculture & land management	1,433,367	205,381	194,725	1,269,839	14.33%	-10.67%	(152,961)
Community grants & transfers	5,636,418	1,093,696	641,648	4,637,467	19.40%	-5.60%	(315,408)
Operational Services							
Roads, facilities & shops	20,609,019	4,972,454	4,840,975	19,992,121	24.13%	-0.87%	(179,800)
Airports	438,753	91,235	221,705	368,044	20.79%	-4.21%	(18,453)
<b>Total Expenses (Schedule 3)</b>	<b>37,630,071</b>	<b>8,373,264</b>	<b>7,753,341</b>	<b>34,481,578</b>	<b>22.25%</b>	<b>-2.75%</b>	<b>(1,034,254)</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES - BEFORE OTHER</b>	<b>(2,483,976)</b>	<b>441,968</b>	<b>521,386</b>	<b>(85,645)</b>			<b>1,062,962</b>
<b>OTHER</b>							
Assets transferred to another municipality	-	-	-	-			
Gain/(loss) on sale of assets	(200,000)	(16,699)	2,667	(71,819)			
Government transfers for capital (Schedule 4)	4,941,979	15,309	-	7,605,902			
<b>EXCESS(DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>2,258,003</b>	<b>440,578</b>	<b>524,053</b>	<b>7,448,438</b>			

**MOUNTAIN VIEW COUNTY**  
**CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

	<b>2022 Budget \$</b>	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	2,258,003	440,578	7,448,438
Amortization of tangible capital assets	13,702,288	3,356,629	13,354,591
Acquisition of tangible capital assets	(18,043,765)	(437,817)	(17,888,239)
Proceeds from disposition of tangible capital assets	655,464	102,801	764,678
Loss (gain) on disposal of tangible capital assets	200,000	16,699	71,819
Change in inventories and prepaid expenses	<u>-</u>	<u>(1,506,774)</u>	<u>(643,060)</u>
<b>INCREASE(DECREASE) IN NET FINANCIAL ASSETS</b>	(1,228,010)	1,972,117	3,108,228
<b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b>	<u>46,480,290</u>	<u>46,480,290</u>	<u>43,372,062</u>
<b>NET FINANCIAL ASSETS, END OF YEAR</b>	<u>45,252,280</u>	<u>48,452,407</u>	<u>46,480,290</u>

**MOUNTAIN VIEW COUNTY**  
**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:**

	<b>2022 Budget</b>	<b>2022 YTD</b>	<b>2021 YEAR END</b>
<b>OPERATING</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Excess(deficiency) of revenue over expenses	2,258,003	<b>440,578</b>	7,448,438
Non-cash items included in excess of revenues over expenses			
Amortization	13,702,288	<b>3,356,629</b>	13,354,591
Loss (gain) on disposal of tangible capital assets	200,000	<b>16,699</b>	71,819
Net changes to working capital charged to operations			
Decrease (increase) in taxes and accounts receivable	(200,000)	<b>(8,408,075)</b>	552,815
Increase (decrease) in accounts payable	-	<b>(644,045)</b>	1,400,205
Increase (decrease) in deferred revenue	2,116,543	<b>(83,629)</b>	(419,877)
Increase (decrease) in pit reclamation obligation	450,000	-	-
Increase (decrease) in liability for contaminated sites	-	-	-
Decrease (increase) in inventory and prepaids	-	<b>(1,506,773)</b>	(643,060)
Net change in other working capital balances	-	<b>(59,597)</b>	133,670
Increase (decrease) in payables pertaining to capital	-	-	(528,109)
Cash provided by operating transactions	<u>18,526,834</u>	<u><b>(6,888,212)</b></u>	<u>21,370,492</u>
<b>CAPITAL</b>			
Acquisition of tangible capital assets	(18,043,765)	<b>(437,817)</b>	(17,888,239)
Increase (decrease) in payables pertaining to capital	-	-	528,109
Proceeds on disposal of tangible capital assets	655,464	<b>102,801</b>	764,678
Cash used in capital transactions	<u>(17,388,301)</u>	<u><b>(335,016)</b></u>	<u>(16,595,452)</u>
<b>FINANCING AND INVESTING</b>			
Change in investments	(20,000,000)	<b>7,732,891</b>	10,258,265
Notes receivable issued (gross)	-	-	-
Notes receivable collected	964,553	<b>197,804</b>	933,505
Long-term debt proceeds (gross)	-	-	-
Long-term debt repaid	(1,176,516)	<b>(265,858)</b>	(1,135,772)
Cash provided by financing and investing activities	<u>(20,211,963)</u>	<u><b>7,664,837</b></u>	<u>10,055,998</u>
Net increase (decrease) in cash and cash equivalents	<u>(19,073,430)</u>	<u><b>441,609</b></u>	<u>14,831,038</u>
Cash and cash equivalents, beginning of year	<u>45,598,496</u>	<u><b>45,598,496</b></u>	<u>30,767,458</u>
Cash and cash equivalents, end of year	<u><u>26,525,066</u></u>	<u><u><b>46,040,105</b></u></u>	<u><u>45,598,496</u></u>

**MOUNTAIN VIEW COUNTY**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**2. CASH AND TEMPORARY INVESTMENTS**

	<b>2022</b>	<b>2021</b>
	<b>YTD</b>	<b>YEAR END</b>
	<b>\$</b>	<b>\$</b>
Cash on deposit	<b>46,126,428</b>	45,693,679
Less: outstanding cheques	<b>(86,323)</b>	(95,183)
Net cash	<u><b>46,040,105</b></u>	<u><b>45,598,496</b></u>

The County has a \$4,704,608 (end of 2020 - \$12,500,000) authorized overdraft with Connect First Credit Union. This overdraft bears interest when utilized at 2.45%. As at December 31, 2021 there is \$0 drawn on this overdraft (end of 2020 - \$0)

**3. TAXES RECEIVABLE**

	<b>2022</b>	<b>2021</b>
	<b>YTD</b>	<b>YEAR END</b>
	<b>\$</b>	<b>\$</b>
Current taxes and grants in lieu	<b>(1,999,373)</b>	1,010,133
Tax arrears	<u><b>650,232</b></u>	<u>301,761</u>
	<b>(1,349,141)</b>	1,311,894
Less: Allowance for uncollected taxes	<u><b>91,980</b></u>	<u>92,063</u>
	<u><b>(1,441,120)</b></u>	<u><b>1,219,831</b></u>

**MOUNTAIN VIEW COUNTY**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**4. ACCOUNTS RECEIVABLE**

<b>Federal</b>	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
GST	<u>128,797</u>	<u>153,562</u>
	<u><b>128,797</b></u>	<u><b>153,562</b></u>
<b>Provincial</b>	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
Alberta Transportation	2,452	41,274
Alberta Justice Agency funds	-	8,071
Alberta Agriculture & Forest	-	1,625
Alberta Environment & Parks	-	4,999
Alberta Municipal Affairs	<u>31,005</u>	<u>-</u>
	<u><b>33,457</b></u>	<u><b>55,969</b></u>
<b>Local Governments</b>	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
Other Local Governments	<u>50,894</u>	<u>19,445</u>
	<u><b>50,894</b></u>	<u><b>19,445</b></u>
<b>Other</b>	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
Other accounts receivable	11,675,158	590,021
Underlevy	<u>-</u>	<u>283</u>
	<u><b>11,675,158</b></u>	<u><b>590,304</b></u>
<b>5. INVESTMENTS</b>	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
RMA (trade division)	4,136	4,136
GICs	8,323,397	16,130,291
Bonds	5,053,048	4,979,046
Other	<u>11,520</u>	<u>11,520</u>
	<u><b>13,392,101</b></u>	<u><b>21,124,993</b></u>

RMA (Rural Municipalities of Alberta) is a purchasing group designed to provide municipal local authorities with lower cost goods and services through bulk purchasing. Annual dividends less a 20% reserve are paid based on the municipality's annual dollar volume of goods or services purchased during the year. The annual reserve is held for five years and then paid out to the municipality. The investment amount represents the last five years' reserves.

GICs have over 90 day maturities and are earning interest from 1% to 3.55% (2020 - 0.99% to 3.55% ).

The bonds are intended to be held long term with interest rates from 1.67% to 2.15% and maturity dates between 2022 and 2033. Any declines in market value below cost are considered to be temporary and therefore no write-downs have been recorded. Market value at December 31, 2021 is \$4,927,988 (2020 - 0).



**MOUNTAIN VIEW COUNTY**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**6. TRUST ACCOUNTS**

A summary of trust fund activities by Mountain View County is as follows:

	<b>2022</b>	<b>2021</b>
	<b>YTD</b>	<b>YEAR END</b>
	<b>\$</b>	<b>\$</b>
<b>Cash in lieu of Municipal Reserve</b>		
Balance, beginning of Year	418,199	416,123
Additions to reserve	2,833	4,238
Use of Funds (net)	-	(4,312)
Interest revenue	104	2,150
	<u>421,136</u>	<u>418,199</u>
Balance, end of Year	<u>421,136</u>	<u>418,199</u>
 <b>Cremona Recreation Board</b>		
	<b>2022</b>	<b>2021</b>
	<b>YTD</b>	<b>YEAR END</b>
	<b>\$</b>	<b>\$</b>
Balance, beginning of Year	122,064	103,734
Additions to reserve	-	212,333
Use of funds (net)	-	(194,003)
Interest revenue	-	-
	<u>122,064</u>	<u>122,064</u>
Balance, end of Year	<u>122,064</u>	<u>122,064</u>
 <b>Total Trust Funds</b>	 <u><u>543,199</u></u>	 <u><u>540,263</u></u>

**Cash in lieu of Municipal Reserve**

When property is developed within the County, the County has the option of receiving cash instead of land set aside for municipal purposes within a developed area. When cash is received instead of property the cash must be used according to Section 671(2) of the Municipal Government Act.

**MOUNTAIN VIEW COUNTY**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**7. DEFERRED REVENUE**

	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
Municipal Sustainability Initiative grant	-	-
Canada Community Building Fund	<b>666,524</b>	665,152
Other grants and taxes	<b>1,366,390</b>	1,451,391
	<b><u>2,032,914</u></b>	<b><u>2,116,543</u></b>

**Municipal Sustainability Initiative**

The use of these funds is restricted to eligible projects approved under the funding agreement. The interest earned has been added to the funds.

	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
Unexpended funds from last year	-	549,452
Interest earned in the year	-	3,952
Funds received during the year	-	5,362,428
Amount spent on eligible capital projects	-	(5,281,506)
Amount spent on eligible operating expenses	-	(634,326)
	<b><u>-</u></b>	<b><u>-</u></b>
Unexpended funds at year end	<b><u>-</u></b>	<b><u>-</u></b>

**Canada Community Building Fund (formerly the Federal Gas Tax Fund) 2014-2024**

The use of these funds is restricted to eligible projects. Interest earned has been added to the funds.

	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
Funds received during the year	<b>665,152</b>	1,530,818
Interest earned in the year	<b>1,372</b>	730
Amount spent on eligible projects	<b>-</b>	(866,396)
	<b><u>666,524</u></b>	<b><u>665,152</u></b>

**Other Grants/Deferred Revenue**

	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
Alberta Municipal Affairs 2014 Mgmt of Red Deer Upstream	<b>1,239,049</b>	1,251,788
ALUS	<b>119,841</b>	106,357
Family & Community Support Services (FCSS)	<b>-</b>	85,746
Future Seidel Pit Reclamation	<b>7,500</b>	7,500
	<b><u>1,366,390</u></b>	<b><u>1,451,391</u></b>

**MOUNTAIN VIEW COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDING MARCH 31, 2022**

8. EMPLOYEE BENEFIT OBLIGATIONS	2022 YTD	2021 YEAR END
	\$	\$
Vacation	298,479	252,703
Accrued payroll	(6,399)	153,472
Post-employment benefits	262,652	262,652
	<u>554,732</u>	<u>668,827</u>

The employee benefit obligation is comprised of: vacation, accrued wages including overtime and post employment benefits.

Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year.

The County also offers partially subsidized post employment extended health and dental benefits to retiring employees. Employees must meet eligibility requirements to participate in the program. Actual costs incurred for post retirement benefits in 2021 were \$12,536 (2020 - \$10,190).

\$96,570 (2020 - \$165,205) of the Post-employment benefits are unfunded (note 18).

9. LONG TERM DEBT	2022 YTD	2021 YEAR END
	\$	\$
Debentures	12,115,485	12,381,343
	<u>12,115,485</u>	<u>12,381,343</u>

	Original Principal	Rate	Anniversary Date	Final Payment
Debenture 1-03	1,000,000	6.000%	September 2	2028
Debenture 2-03	1,000,000	5.875%	November 3	2028
Debenture 3-03	1,000,000	5.750%	December 15	2028
Debenture 1-04	100,000	4.960%	March 23	2029
Debenture (4001590)	1,400,000	3.295%	December 16	2028
Debenture (4000910)	3,000,000	4.047%	March 15	2025
Debenture (4001077)	3,500,000	3.885%	December 15	2025
Debenture (4001723)	1,252,000	2.814%	September 15	2029
Debenture (4002676)	600,000	2.683%	December 16	2039
Debenture (4002677)	1,100,000	2.683%	December 16	2039
Debenture (4002678)	1,300,000	2.683%	December 16	2039
Debenture (4002783)	5,000,000	1.882%	September 15	2040

The purpose of \$4,822,661 (2020 - \$5,632,208) of the debentures is to allow the County to provide financing to Mountain View Seniors' Housing and the remaining \$7,558,682 (2020 - \$7,884,909) is for capital of the County. The debentures are offset by a note receivable from Mountain View Seniors' Housing (see Note 15). The details of the debentures are above. They are all payable to Alberta Capital Finance Authority. Each \$1,000,000 debenture has annual payments with the payments due on their anniversary dates. The others have payments due twice a year.

Estimated principal and interest payments for the next five years are as follows:

	Principal	Interest	Payments
2022	1,176,516	359,153	1,535,669
2023	1,218,882	316,787	1,535,669
2024	1,262,941	272,728	1,535,669
2025	1,174,383	226,903	1,401,286
2026	766,361	190,459	956,819
Thereafter	6,782,261	994,431	7,776,692
	<u>12,381,343</u>	<u>2,360,461</u>	<u>14,741,804</u>

In 2021, the County paid \$399,896 (2020 - \$336,578) in interest on long term debt. The County also received interest on notes receivable to offset this interest (Note 15).

**MOUNTAIN VIEW COUNTY**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**10. RESERVES**

Reserves for the County are as follows:

	Beginning of Year \$	Additions \$	Deletions \$	End of Year \$
Agriculture	19,538	-	-	19,538
Bad Debt Reserve	2,500,000	-	-	2,500,000
Bridge	13,836,459	-	-	13,836,459
Carry Over Project Reserve	4,626,570	-	-	4,626,570
Emergency Facilities	1,130,964	-	-	1,130,964
Environmental	286,567	-	-	286,567
Equipment Fleet	2,396,549	-	-	2,396,549
Facility	5,112,970	-	-	5,112,970
General Fire	1,373,564	-	-	1,373,564
Intermunicipal	1,290,121	-	-	1,290,121
Intermunicipal Collaboration - Cremona	85,306	-	-	85,306
Office Equipment	780,697	-	-	780,697
Operating Expense	2,000,000	-	-	2,000,000
Park Facilities	57,907	-	-	57,907
Pit Stripping and Reclamation	4,022,159	-	-	4,022,159
Road	29,672,849	-	-	29,672,849
Strings and Keys Music	9,835	-	-	9,835
Tax Rate Stabilization	2,686,638	-	-	2,686,638
<b>TOTAL RESERVES:</b>	<u>71,888,693</u>	<u>-</u>	<u>-</u>	<u>71,888,693</u>
Other Restricted Equity:				
ACFA Capital Loan	-	-	6,700,000	(6,700,000)
	<u>71,888,693</u>	<u>-</u>	<u>6,700,000</u>	<u>65,188,693</u>

**MOUNTAIN VIEW COUNTY**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**11. DEBT LIMIT**

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for Mountain View County be disclosed as follows:

	<b>2022 YTD \$</b>	<b>2021 YEAR END \$</b>
Total debt limit (maximum allowed)	52,891,391	51,593,899
Total debt (current)	<u>12,115,485</u>	<u>12,381,343</u>
Amount below total debt limit	<u>40,775,907</u>	<u>39,212,556</u>
Service on debt limit (maximum allowed)	8,815,233	8,598,984
Service on debt (current)	<u>1,535,669</u>	<u>1,535,669</u>
Amount below limit on debt service	<u>7,279,564</u>	<u>7,063,315</u>

The debt limit is calculated at 1.5 times revenue of the County (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the County. Rather, the financial statements must be interpreted as a whole.

**12. TANGIBLE CAPITAL ASSETS**

	<b>2022 YTD Cost</b>	<b>2022 YTD Accumulated Amortization</b>	<b>2022 YTD Net Book Value</b>	<b>2021 YEAR END Net Book Value</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Land	14,518,829	-	<b>14,518,829</b>	14,518,829
Land improvements	4,231,761	2,002,748	<b>2,229,013</b>	2,454,397
Buildings	19,526,615	5,617,369	<b>13,909,247</b>	11,638,449
Engineered structures	459,837,231	352,187,848	<b>107,649,383</b>	103,663,373
Machinery & equipment	22,069,547	8,526,395	<b>13,543,153</b>	13,522,912
Vehicles	7,332,165	4,294,110	<b>3,038,055</b>	3,563,026
Construction in progress	<u>1,881,214</u>	-	<u>1,881,214</u>	6,749,070
Total	<u>529,397,362</u>	<u>372,628,468</u>	<u>156,768,893</u>	<u>156,110,056</u>

Total land holdings of the County are comprised of 28,420 acres. This includes an estimated 21,811 acres of road rights-of-way. The remaining land consists of 407 acres designated as municipal reserves, environmental reserves and public utility lots; 2,603 acres of gravel pits and gravel reserves; 636 acres for municipal operations including airports, as well as 2,963 acres of general land.

Land Improvements include parking lots, landscaping, signage, fencing and parks structures.

There are 263 bridges maintained by Mountain View County.

Roads in the County are composed of 104 km of asphalt roads, 818 km of chip sealed roads, 1,975 km of gravel roads and 16 km of unimproved/dirt roads. Roads are further broken down into surface and base.

Machinery & equipment is separated into three sub-categories - heavy equipment, agricultural/shop/patrol equipment, and office equipment and furniture. Heavy equipment includes graders, loaders, trailers, excavators, plows and sanders. Office equipment and furniture includes computer, telephone, audio/visual equipment, printers, copiers, faxes and office furniture and workstations, along with airport navigation equipment. Agricultural/shop/patrol equipment includes tractors, mowers, sprayers, shop tools, radios, radar units, and scales.

Vehicles include trucks and sport utility vehicles.

Construction in Progress includes projects which have commenced but which were not completed by the end of the current period. These projects correspond to roads, bridges and/or heavy equipment that were under construction at year end.



**MOUNTAIN VIEW COUNTY**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**13. LOCAL AUTHORITIES PENSION PLAN**

Employees of Mountain View County participate in the Local Authorities Pension Plan (LAPP), which is covered by the Public Sector Pensions Plan Act. The Plan serves over 275,000 people and 433 employers. It is financed by employer and employee contributions and investment earnings of the LAPP Fund.

Mountain View County is required to make current service contributions to the plan of 9.39% of the pensionable earnings up to the Canada Pension Plan Year's Maximum Pensionable Earnings and 13.84% for the excess. Employees of the County are required to make current service contributions of 8.39% of pensionable salary up to the year's maximum pensionable salary and 12.84% on pensionable salary above this amount.

The current service contributions by Mountain View County to the Local Authorities Pension Plan in 2021 were \$738,259 (2020 - \$761,400). Total current service contributions by the employees of Mountain View County to the Local Authorities Pension Plan in 2021 were \$669,355 (2020 - \$691,120).

At December 31, 2020, the Plan disclosed an actuarial surplus of \$5.0 billion (2019 - \$7.9 billion).

**14. SALARY AND BENEFITS DISCLOSURE**

Disclosure of salaries and benefits for elected municipal officials, the Chief Administrative Officer and designated officers as required by provincial regulation 313/2000 is as follows:

		2021			2020	
	# of	Salary (1)	Benefits &	Total	# of	Total
	Persons	\$	Allowances (2)	\$	Persons	\$
Reeve						
Division 4	1	67,571	4,543	72,114	1	86,601
Division 5	1	9,142	1,195	10,337		
Councillors						
Division 1	1	48,292	6,811	55,103	1	57,051
Division 2	1	56,845	7,270	64,115	1	54,055
Division 3	2	47,808	6,758	54,566	1	55,095
Division 4	1	11,116	1,399	12,514	1	68,361
Division 5	1	45,712	5,974	51,686	1	68,361
Division 6	1	49,099	6,828	55,927	1	57,088
Division 7	2	48,453	5,948	54,401	1	47,378
Chief Administrative Officer	1	191,100	34,354	225,454	1	221,670

(1) Salary includes regular base pay, bonuses, overtime, lump sum payments and per diem payments.

(2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, group life insurance, accidental disability and dismemberment insurance, long term disability plans, WCB, professional memberships and tuition, and any other direct cash remuneration.

**MOUNTAIN VIEW COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDING MARCH 31, 2022**

**15. RELATED PARTY TRANSACTIONS**

Unless specifically indicated all transactions with related parties are at fair market value.

**Mountain View Regional Waste Management Commission (MVRWC)**

MVRWC provides solid waste disposal services to the residents of both Mountain View County and the five urban areas within the County. MVRWC is a commission operated jointly by the County and the five urban municipalities.

In 2021 the County provided \$323,320 (2020 - \$354,567) as its share to support the operations of MVRWC.

**Mountain View Seniors' Housing (MVSH) (See Note 9)**

MVSH provides senior's and subsidized housing to the residents of both Mountain View County and the five urban areas within the County. MVSH is established under Ministerial Order from the Province of Alberta and operated jointly by the County and five urban municipalities.

In 2021, the County provided \$1,715,827 (2020 - \$1,763,837) as its share to support the operations of MVSH.

Mountain View County has loaned a total principal amount of \$15,252,000 to MVSH with a principal balance remaining at December 31, 2021 of \$7,589,373 (2020 - \$8,517,117) plus accrued interest of \$37,431 (2020 - \$43,192). MVSH used the funds received prior to 2019 to finance capital assets and construction of lodges, the funds received in 2019 were for general purposes. The loans are to be repaid to Mountain View County according to the repayment schedule for the debentures that Mountain View County borrowed from Alberta Capital Financing Authority, additionally the 2019 loans included a one time administration fee. The amounts are repayable in terms from 15 - 25 years from the loan date with \$1,234,514 payable each year with interest ranging from 2.683% to 6.000%. The notes will be paid in full in 2039. The security of all loans is the right of MVSH to requisition for any deficiencies.

**16. FINANCIAL INSTRUMENTS**

The County's financial instruments consist of cash and temporary investments, taxes receivable, accounts receivable, investments, notes receivable, accounts payable and accrued liabilities, other liabilities, employee benefit obligations, and long-term debt.

The fair value of these financial instruments approximates their carrying value.

It is management's opinion that the County is not exposed to significant price, credit, liquidity or cash flow risks arising from these financial instruments. The risk is detailed below.

The County is exposed to interest rate price risk as the cash and temporary investments, notes receivable, and long-term debt bear interest at fixed interest rates. Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The County is exposed to market price risk as some financial instruments included in cash and deposit certificates are traded in the market. Market price risk is the risk that the value of an investment will fluctuate as a result of changes in market prices whether those changes are caused by factors specific to the individual security or its issuer or factors affecting all securities traded in the market. The market price risk of the financial instruments held is closely related to the interest rate price risk.

The County is exposed to credit risk as it grants credit to its customers in the normal course of business. This risk is largely mitigated since the majority of receivables are generated from other governments, government related parties, or from tax payers, whose land acts as security for payment. To further mitigate credit risk for receivables, the County regularly reviews its accounts receivable list.

The County is also exposed to credit risk, as included in cash and temporary investments are bonds and accrual notes. The County follows the investment criteria as established in section 250 of the Municipal Government Act which is designed to limit credit risk. Credit risk is the risk that the County will incur a financial loss because a customer, or issuer of a bond or accrual note, has failed to discharge an obligation.

**MOUNTAIN VIEW COUNTY**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING MARCH 31, 2022**

**17. CONTINGENCIES**

Mountain View County, in the conduct of its normal activities can be named as a defendant in legal proceedings. The ultimate outcome of these proceedings can often not be determined until the proceedings are completed. Should any loss result from the resolution of these proceedings or if the amount of the loss can be determined, such amounts would be expensed as they become known to the County. Currently, there are no determinable amounts.

The County is a member of the Genesis Reciprocal Insurance Exchange as at December 31, 2021. Under the terms of the membership, the County could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

As part of its normal activities, the County participates in commission and managed boards. Activities and debts in these entities could result in additional funding requirements by the County.

**18. ACCUMULATED SURPLUS**

Accumulated Surplus consists of restricted and unrestricted amounts and equity in tangible capital assets

	<b>2022 YTD</b>	<b>2021 YEAR END</b>
	<b>\$</b>	<b>\$</b>
Unappropriated operating equity	<b>3,478,890</b>	-
Reserves (note 10)	<b>71,888,693</b>	71,888,693
Land Deficit	<b>(1,394,375)</b>	(1,394,375)
Airport development costs	<b>(108,849)</b>	(108,849)
Unfunded gravel pit reclamation (note 19)	<b>(5,073,387)</b>	(5,073,387)
Unfunded liability for contaminated sites	<b>(3,600,000)</b>	(3,600,000)
Unfunded post retirement obligation	<b>(96,570)</b>	(96,570)
Equity in resource asset	<b>3,308,421</b>	3,308,421
Equity in tangible capital assets (Schedule 1)	<b><u>149,210,211</u></b>	<u>152,248,524</u>
	<b><u>217,613,034</u></b>	<u>217,172,457</u>
Equity in tangible capital assets is comprised of		
Tangible capital assets (Schedule 1)	<b>156,768,893</b>	159,807,206
Debt for Capital	<b>(7,558,682)</b>	(7,558,682)
	<b><u>149,210,211</u></b>	<u>152,248,524</u>

**MOUNTAIN VIEW COUNTY  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDING MARCH 31, 2022**

**19. GRAVEL PIT RECLAMATION OBLIGATION**

The County owns and leases gravel pits and is responsible for reclamation costs related to those pits under Alberta environmental law. These costs are expected to be incurred over the life of the pit. To help cover pit stripping and future reclamation costs, the County has a Pit Stripping and Reclamation Reserve (note 10) with contributions of \$2.08 per tonne of gravel mined in the year.

The most recent estimate of this obligation was prepared to December 31, 2021 and the obligation is currently estimated at \$6,093,900 (2020 - \$6,093,900). For 2021 there was no change to the pit reclamation obligation or the unfunded liability. Significant assumptions were used in determining this obligation. Engineering studies were used to determine the disturbed area. When necessary, the engineering studies were adjusted to include recent activity. The current reclamation cost/cubic metre has been used without adjustments for discounting or inflation.

**20. BUDGET AMOUNTS**

The 2021 budget was approved by Council on April 14, 2021.

**21. EMERGING RISK**

The extent of the effect of the COVID-19 pandemic on the County is uncertain.

**Annual Grants**

<u>Grant</u>	<u>Description</u>	<u>Allocations</u>	<u>Funds Received</u>	<u>Project</u>
Agriculture Service Board Funding (ASB)	Funding in support of ASB activities. \$123,907 for the Legislative Stream (funding reduced in 2020, down \$44,452.00 from 2019) and \$60,000.00 for the Resource Stream	\$ 183,907.00	\$ -	ASB Projects
Federal Gas Tax Fund (FGTF) (now called Canada Community Building Fund)	Grant must be used for capital municipal infrastructure projects.	\$ 783,472.00	\$ -	HP.X.214 - Chip Seal
Municipal Sustainability Initiative (MSI)	MSI Capital funding. MSI funding is expected to decrease significantly beginning in 2022.	\$ 2,106,304.00	\$ -	HP.X.214 - Internal Rechipping HP.X.201 Base Stabilization MG.X.514/516 Regravel Program
	MSI Operating funds used to support Cremona Emergency Services	\$ 168,326.00	\$ -	Cremona Fire Operating 2021

**2022 Project Based Awarded Grants**

<u>Grant</u>	<u>Description</u>	<u>Funds Received</u>	<u>Project</u>	<u>Grant Status</u>	<u>Expiry</u>
Flood Recovery & Erosion Control (FREC)	Original funding received in 2013. In 2021 we passed \$2 million in expenses meaning that MVC is responsible for 25% of the expenses going forward. Project has been delayed by regulatory requirements. Extension approved for 2022. At March 31 funds remaining \$1,236,479.26.	\$ -	Coal Camp Hamlet protection	Funded, Extension submitted and approved	2022-12-31
FRIAA Firesmart Program	Work completed by external contractor. Funding to be received upon completer. \$25,000.00	\$ 25,000.00	Update Bearberry Firesmart Guide	Approved	2022-08-31
Risk Mitigation Funding	Interim payments received upon completion of semi-annual interim reports. Extension granted, final reports due January 31, 2023. Remaining funds are \$2,625.00	\$ -	Carcass composting demonstration site & information session	Partially Funded	2022-12-31
Strategic Transportation Infrastructure Program (STIP)	Applied for 5 bridge files under the Local Road Bridge program, waiting to hear on approvals. The Province will fund 75% of the cost or \$2,089,500.00	\$ -	BF505/1272/78115/79007/79527	Application submitted	
Municipal Climate Resiliency Grant	Grant funded by Intact Insurance. Applied for \$100,000.00	\$ -	Wildfire Trailer	Application submitted	





## 2022 Q1 Reporting Operating Project Variance Report

Project	2022 Budget	2022 YTD	2022 Budget Remaining	Over Budget (at Mar 31)
Air Photo Refresh	65,000	-	65,000.00	-
Airport Pit Development Permit	12,500	-	12,500.00	-
Bad Debt	175,000	-	175,000.00	-
GIS Summer Student	20,000	-	20,000.00	-
Gravel Pit Engineering	60,000	-	60,000.00	-
Photo/Video Library Replacement	25,000	-	25,000.00	-
Tax Incentive	200,000	-	200,000.00	-
2022 Bridge Maintenance	137,000	8,200.00	128,800.00	-
Fire Preparedness (Bearberry Protection Area)	27,500	-	27,500.00	-
ASP Reviews	5,000	-	5,000.00	-
Lone Pine Clay Target Club Tax Relief2	550	-	550.00	-
Council Meeting Streaming/Agenda Software2	25,000	-	25,000.00	-
Capital Fire Apparatus	823,000	36,739.50	786,260.50	-
Range Road 292 Gravel Stabilizer	6,000	-	6,000.00	-
Development Compliance Position	-	-	-	-
City View Portal	2,607	-	2,607.00	-
Village of Cremona - Center Ave N Project	234,000	234,000.00	-	-
Bagnall Park Expansion	10,688	210.00	10,478.00	-
<b>Grand Total</b>	<b>1,828,845</b>	<b>279,149.50</b>	<b>1,549,695.50</b>	<b>-</b>



## 2022 Q1 Reporting Capital Project Variance Report

Project	2022 Budget	2022 YTD	2022 Budget Remaining	Over Budget (at Mar 31)
2022 Equipment Replacement	2,355,000	159,500	2,195,500	-
Airport and Business Park Signage	33,000	-	33,000	-
Asphalt Long Patching	600,000	-	600,000	-
Base Stabilization	1,100,000	-	1,100,000	-
Business Services Hardware and Software	260,600	45,687	214,913	-
County Land Improvements - Fencing	40,000	-	40,000	-
Cremona Fire - Command Vehicle Program	85,000	-	85,000	-
Cremona Floor Drains	20,000	-	20,000	-
Digital Message Boards	88,000	88,502	-	502
Finance Process Automation	43,250	-	43,250	-
Gate Access Control	32,000	-	32,000	-
Gravel Pit Reclamation	870,000	-	870,000	-
Radio Project	10,000	2,150	7,850	-
Range Road 45 Repair	350,000	-	350,000	-
Re-Chipping Program	1,700,000	-	1,700,000	-
Re-Gravel Program	1,687,500	-	1,687,500	-
Subdivision Chip Program	200,000	-	200,000	-
Township 322 Overlay	1,034,460	-	1,034,460	-
Water Valley Fire Hall - Training Area	35,000	-	35,000	-
2022 Capital Bridge	1,430,000	-	1,430,000	-
Davidson Park Expansion	30,000	-	30,000	-
Township 323A Microseal	50,000	-	50,000	-
Gravel Road Stabilization Trial	64,953	-	64,953	-
Bergen Road Construction	978,684	40,213	938,471	-
Olds Golf Course Road Repair	75,000	-	75,000	-
Burns Ranch Road Repair	33,105	-	33,105	-
Coal Camp Bank Protection	1,499,990	9,438	1,490,553	-
2021 Equipment Replacement	1,074,582	62,903	1,011,679	-
2021 Capital Bridge Carry Forward	2,163,641	29,424	2,134,217	-
Wildfire Trailer	100,000	-	100,000	-
<b>Grand Total</b>	<b>18,043,765</b>	<b>437,817</b>	<b>17,606,450</b>	<b>502</b>

Compare Quarter 1, 2022, to Quarter 1, 2021

Net Financial Assets on the Consolidated Statement of Financial Position report continues the favorable trend of increasing \$4.0M year over year.

Variance over/(under)	Description
\$4.0M	Increase of cash & investments from \$55M to \$59M
(\$0.9M)	Decrease in Note Receivable -Mountain View Senior Housing (MVSH) as they continue to repay their loan
(\$0.8M)	Tax Receivable is (\$1.4M) in 2022 as compared to (\$.603M) in 2021
\$0.2M	Reduction in Account Payable & Accrued Liabilities partially because of payment of construction progress payment (\$3.2M)
\$0.5M	Reduction in Deferred Revenue – additional grant revenue has been recognized to offset eligible expenditures
\$1.1M	Reduction in long-term debt because there is no new debt, and MV is repaying current debt
(\$0.1M)	Misc Changes
<b>\$4.0M</b>	<b>Increase in Net Financial Assets – Favorable Variance</b>

The accumulated surplus has increased \$7.3M year over year to \$217M. This is calculated from the increase in Net Financial Assets of \$4.0M plus the increase of Non-Financial Assets including inventory \$0.4M, prepaid expenses \$0.2M and the investment in capital assets \$2.7M.

The surplus on the Consolidated Statement of Operations as at March 31, 2022 is \$442K is not significantly different when compared to the same time last year of \$521K.

Compare Quarter 1 2022 actual to budget calculated at Quarter 1 2022

The significant favorable variance of \$1.0M on the Consolidated Statement of Operations is when we compare YTD budget to last year's actual for the first quarter.

The overall YTD revenue is higher than forecasted by \$28K. We recognized the insurance proceeds for the Luft Salt Shed Tarp \$101K, increase in Planning & Development Fees \$43K, increase in aggregate levies \$103K offset by a decrease in investment fees \$98K, less operating grants recognized \$132K. and misc revenue increases of \$11K.

The expenses are where the large variances are for the first quarter ending March 31, 2022. The YTD budget is calculated as 25% of the annual budget therefore we notice the favorable variance is significantly attributed to timing differences. Some differences we have noted from last year are the fuel cost has increased by \$45K and pickling salt cost is \$30K higher. The costs of in person meetings increased the per diems while the legal and disaster service expenses are lower. Also, there is \$121K, higher costs of amortization. The amortization will not impact the overall surplus because it is not required to be funded to balance the budget.

# Regular Council Meeting

## Request for Decision

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Operational Services

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**Date:** May 11, 2022

**SUBJECT:** Operations Quarterly Report

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**RECOMMENDATION:** That Council receive the Operational Services quarterly report as information.

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**ALTERNATIVE OPTIONS:** N/A

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**BACKGROUND:** Council has requested to receive regular quarterly updates.

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**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:** N/A

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**Attachments** ☒ **Nil** ☐  
att 01 – Infrastructure Maintenance Status Update  
att 02 – Service Request Report

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**PREPARED BY:** JH  
**REVIEWED BY:** RM

### **Heavy Duty Shop**

- The Heavy-Duty Shop is working on servicing and repairing Chipping Equipment for the up-coming program start.
- Sanding trucks are in the yard being serviced and transitioned for the gravel season.
- Wings are being removed from plows and graders, prepping them for the summer.

### **Equipment Purchases**

To date, we have received the following equipment:

- One (1) tilt deck trailer
- Two (2) used Wobbly Packers
- One (1) used Tractor

### **Re-Gravelling Program**

- The 2022 Re-Gravel Program proposed map has been completed and reviewed.
- Contract Gravel Hauler submission deadline was March 4, 2022; from the applications received, 8 contractors have been hired, with an additional 1 on standby.
- The hired gravel contractor meeting, to discuss the 2022 program, will be held on Tuesday, April 26, 2022.

### **Re-Chipping Program**

- The 2022 Re-Chipping Program proposed map has been completed and reviewed.
- Road Oil tender closed, the successful tender was submitted by McAsphalt Industries Inc. The annual Road Oil meeting to discuss the 2022 program will take place on Friday, April 29, 2022.

### **Base Stabilization Program**

- The Base Stabilization Program is currently being drafted for the 2022 season.

### **Patching Program**

- Pothole patching is in progress, weather permitting.

### **Ditching and Drainage Program**

- The 2022 Ditching and Drainage proposed maps have been completed and reviewed.
- Work commenced middle of March.

### **Gravel Pit Reclamation**

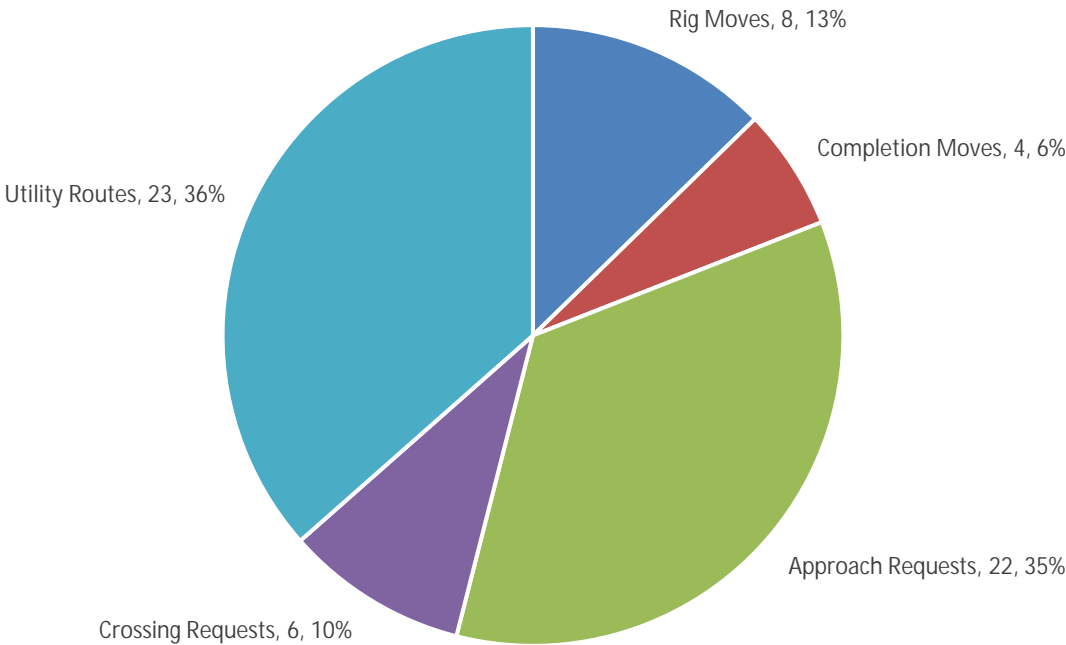
- McDougal Pit Reclamation and Bergen Pit Cleanup have been approved in the 2022 Budget.

### **Calcium Program**

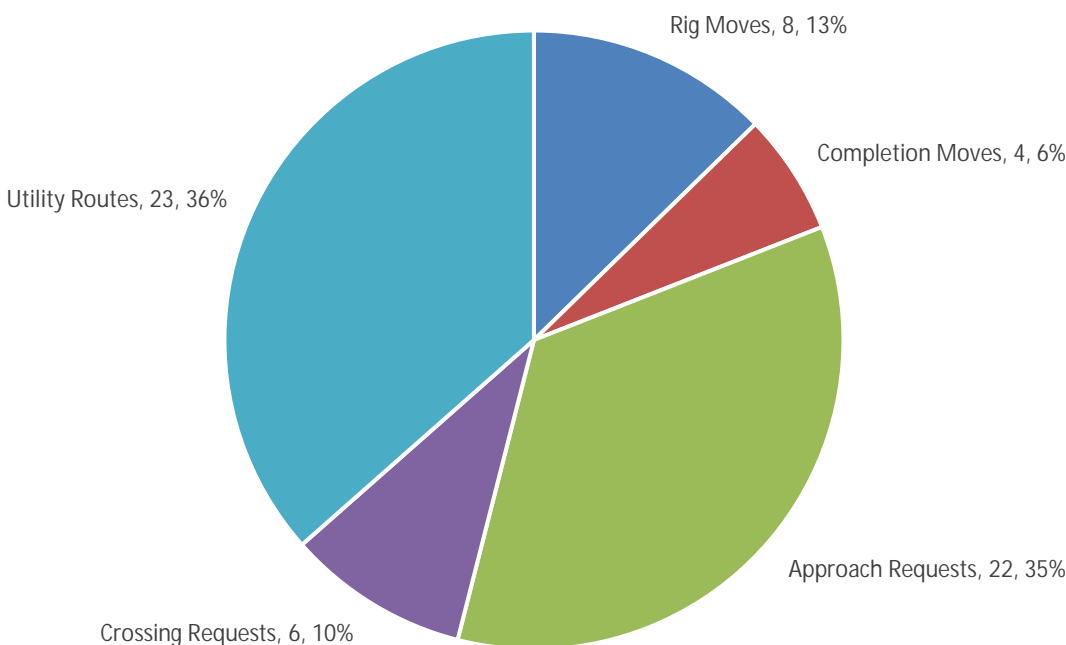
- Spring applications opened March 1, 2022 and close May 13, 2022.
- Application of calcium will begin after seasonal road bans have been lifted, expected to be early June.



Industry Activity for January 1 - March 31, 2022



YTD Industry Activity for January 1 to March 31, 2022

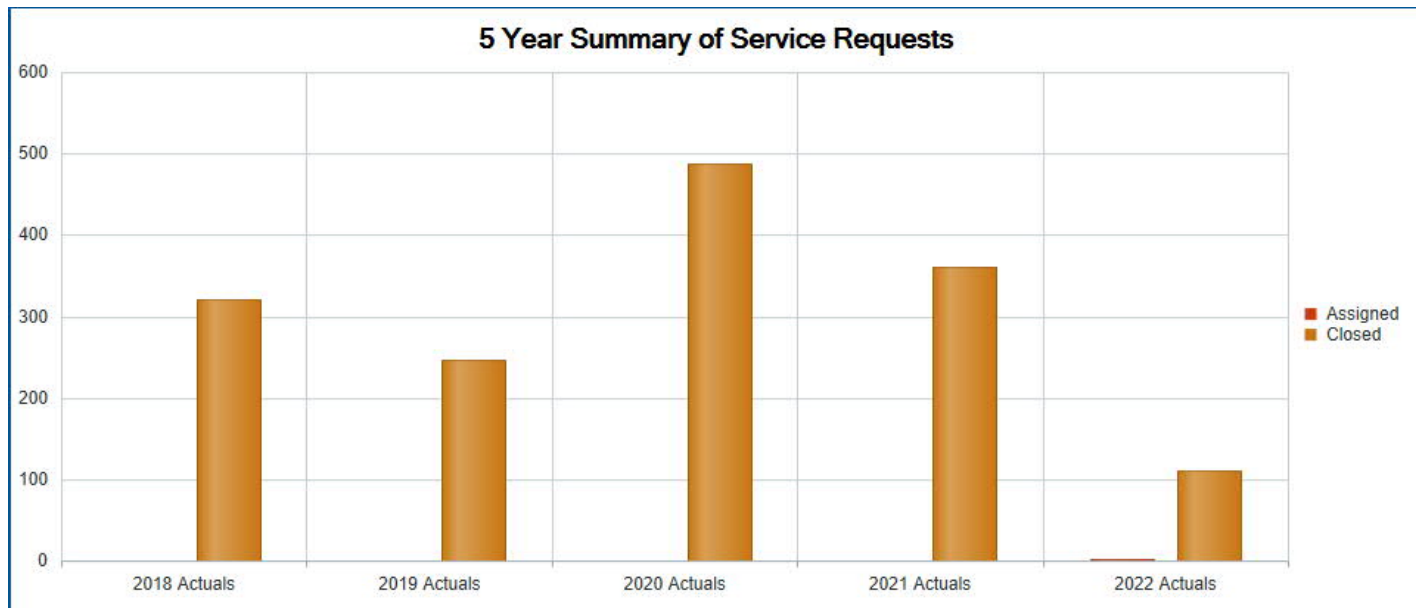




## 2022 Operational Services - Service Request Report

Updated March 31, 2022

ACTIVITY	2018	2019	2020	2021	2022	Grand Total
BRIDGE MAINTENANCE	15.00	3.00	13.00	11.00	2.00	50.00
CULVERT MAINTENANCE	15.00	19.00	64.00	19.00	11.00	171.00
DAMAGES - PROPERTY INCIDENTS	1.00	2.00	3.00	3.00	0.00	9.00
DRAINAGE MANAGEMENT	11.00	3.00	46.00	7.00	0.00	75.00
GRAVEL SURFACE ROAD MTCE	129.00	83.00	163.00	123.00	6.00	592.00
HARD SURFACE ROAD MTCE	13.00	18.00	26.00	43.00	2.00	107.00
LITTER CONTROL	17.00	31.00	28.00	40.00	3.00	151.00
SIGN MAINTENANCE	18.00	13.00	23.00	30.00	3.00	107.00
SNOW OPERATIONS	78.00	59.00	83.00	43.00	81.00	435.00
SUPPORT ACTIVITIES	4.00	6.00	19.00	4.00	2.00	37.00
VEGETATION CONTROL	19.00	9.00	20.00	37.00	2.00	113.00
<b>Grand Total</b>	<b>320</b>	<b>246</b>	<b>488</b>	<b>360</b>	<b>112</b>	<b>1847</b>



# Regular Council Meeting

## Request for Decision

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Planning & Development Services

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**Date:** May 11, 2022

**SUBJECT:** First Quarter Report (January 1 – March 31, 2022)

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**RECOMMENDATION:** That Council receive the P&D 2022 First Quarter Report as information.

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**ALTERNATIVE OPTIONS:** N/A

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**BACKGROUND:** First Quarter Report and January through to March 2022 Monthly Reports

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**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:** N/A

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**Attachments** ☒ Nil ☐

att 01 - First Quarter Projects Report

att 02 - 2022 First Quarter Stats

att 03 - January 2022 Stats

att 04 - February 2022 Stats

att 05 - March 2022 Stats

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**PREPARED BY:** MB

**REVIEWED BY:** JH

**First Quarter Report (January 1 to March 31, 2022)**  
Planning and Development Department

**PROJECTS**

**A. PLANNING**

**2022 Work Plan**

**South McDougal Flats Area Structure Plan (ASP) Review**  
The 1<sup>st</sup> Steering Committee is scheduled for May 10<sup>th</sup>.

**Other policy items**

**Municipal Development Plan (MDP)**

Council held three workshops (March 2<sup>nd</sup>, March 8<sup>th</sup>, and April 20<sup>th</sup>) to review MDP technical data and policies. A report with recommendations for minor MDP amendments will be brought forward in May and will include addressing updated Agricultural Regions of Alberta Soil Inventor Database (AGRASID's) Land Suitability Rating System (LSRS) information from the province.

**Flood Hazard Areas – MDP and Land Use Bylaw (LUB) amendments**

On July 14, 2021, Council motion RC21-446 deferred the Flood Hazard Area Municipal Development Plan policies and Land Use Bylaw amendments to a date to be determined by Council after the 2021 Municipal Elections. The most recent update (September 17, 2021) shared a new approach to mapping and future municipal review and public engagement will be forthcoming.

<https://www.alberta.ca/assets/documents/ep-upper-red-deer-river-hazard-study.pdf>

**B. DEVELOPMENT**

**Land Use Bylaw (LUB) Amendment**

On March 23, 2022 Council approved the amendment to the LUB to accommodate Distributed Energy Resources (DER) facilities that received AUC approval prior to application.

**Project to assist businesses**

Council motion RC22-231 on April 27<sup>th</sup> directed Administration to bring forward the project to support businesses that is included in this Agenda.

## Planning and Development First Quarter Report 2022

Planning Applications	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2022 YTD	2021 Totals
Compliance Cert	20				20	119
DP - Discretionary	38				38	143
DP - Permitted	29				29	111
DP - Exempt	-				-	8
Event	1				1	5
Redesignation	-				-	5
Subdivision	-				-	3
RDSD	18				18	55
Additional Dog Permit	-				-	1
<b>Total</b>	<b>106</b>	-	-	-	<b>106</b>	<b>450</b>

Approving Authorities	DP Discretionary	DP Permitted	Redesignations	Subdivisions	<u>1st Qtr Totals</u>	2022 YTD	2021 Totals
Council (Public Hearings)	-	-	13	-	RD - 13	RD - 13	RD - 69
Council (Direct Control)	1	-	-	-	DP - 1	DP - 1	DP - 3
MPC	2	-	-	2	DP - 2 SD - 2	DP - 2 SD - 2	DP - 27 SD - 7
ASDAA	25	-	-	11	DP - 25 SD - 11	DP - 25 SD - 11	DP - 117 SD - 57
Event Permit	-	-	-	-	EV - 0	EV - 0	EV - 5
Development Officer	-	29	-	-	DP - 29	DP - 29	DP - 87
<b>Total</b>	<b>28</b>	<b>29</b>	<b>13</b>	<b>13</b>	<b>83</b>		

Includes exempt use

Appealed Decisions	DP Discretionary	DP Permitted	Stop Orders	Subdivision	<u>1st Qtr Totals</u>	2022 YTD	2021 Totals
SDAB	-	-	-	-	-	DP - 0 SD - 0	DP - 5 SD - 4
LPRT (MGB)	-	-	-	2	2	SD - 2	SD - 3
<b>Total</b>	-	-	-	<b>2</b>	<b>2</b>	<b>2</b>	<b>12</b>

Permitting Applications	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2022 YTD	2021 Totals
Building Permit	41				41	242
Electrical	53				53	289
Gas	39				39	235
Plumbing	19				19	100
Sewage	6				6	78
Fire Inspections	-				-	-
Occupancy Load Cert	-				-	-
<b>Total</b>	<b>158</b>	-	-	-	<b>158</b>	<b>944</b>



**Economic Activity**

BP Value	Qtr 1		2022 YTD	
Type	Bldg Permits	Permit Value	Bldg Permits	Permit Value
Ag Accessory Building	-	-	-	-
Commercial	2	655,000.00	2	655,000.00
Industrial	1	925,000.00	1	925,000.00
Institutional	-	-	-	-
Multi-Family	-	-	-	-
Oil & Gas	-	-	-	-
Residential	38	6,138,791.00	38	6,138,791.00
<b>Total</b>	<b>41</b>	<b>7,718,791.00</b>	<b>41</b>	<b>7,718,791.00</b>

DP Business	Qtr 1		2022 YTD	
Zoning	New	Expansion	New	Expansion
A/A(2)	1	1	1	1
R-CR/R-CR1/R-F	1	-	1	-
C-LC/I-BP/I-HI	1	-	1	-
AEP	-	-	-	-
S-AP	-	-	-	-
DC	-	-	-	-
P-PC/P-PR/P-PCR	-	2	-	2
S-IEC	-	1	-	1
<b>Total</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>

(Includes exempt use Home Office Business)

**Bylaw Complaints**

Files Received	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2022 YTD	2021 Totals
Animal Control	-			-	-	6
Dog Bylaw	-				-	1
Traffic	3				3	3
Land Use	6				6	66
Unsightly	-				-	16
Other	1				1	10
<b>Total</b>	<b>10</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10</b>	<b>102</b>

Files Closed	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2022 YTD
Animal Control	1				1
Dog Bylaw	-				-
Traffic	4				4
Land Use	6				6
Unsightly	5				5
Other	-				-
<b>Total</b>	<b>16</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16</b>

	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2022 YTD
Violations Issued	-	-	-	-	-

**NOTES**



## Planning and Development Monthly Report January 2022

Applications Received	January	YTD	Jan-21	2021	2020	2019	2018	2017
Compliance Cert	6	6	8	119	85	64	93	80
DP - Discretionary	9	9	7	143	91	94	115	121
DP - Permitted	9	9	3	111	84	62	82	102
DP - Exempt	-	-	1	8	11	10	n/a	n/a
Event	-	-	-	5	n/a	n/a	n/a	n/a
Redesignation	-	-	1	5	1	2	5	7
Subdivision	-	-	-	3	2	3	9	4
RDSD	5	5	4	55	38	34	50	51
Dog Bylaw	-	-	1	1	-	1	n/a	n/a
<b>Total</b>	<b>29</b>	<b>29</b>	<b>25</b>	<b>450</b>	<b>312</b>	<b>270</b>	<b>354</b>	<b>365</b>

Approving Authorities*	DP Discretionary	DP Permitted	Redesignation	Subdivision	January	2022 YTD				2021	2020
						DP	RD	SD	EV		
Council (Public Hearings)	-	-	6	-	RD - 6	-	6	-	-	RD - 69	RD - 34
Council (Direct Control)	-	-	-	-	DP - 0	-	-	-	-	DP - 3	DP - 2
MPC	-	-	-	-	DP - 0 SD - 0	-	-	-	-	DP - 27 SD - 7	DP - 29 SD - 12
ASDAA	2	-	-	5	DP - 2 SD - 5	2	-	5	-	DP - 117 SD - 57	DP - 70 SD - 38
Event Permit (CAO)	-	-	-	-	EV - 0	-	-	-	-	EV - 5	EV - 2
Development Officer	-	8	-	-	DP - 8	8	-	-	-	DP - 109	DP - 87
<b>Total</b>	<b>2</b>	<b>8</b>	<b>6</b>	<b>5</b>	<b>21</b>	<b>10</b>	<b>6</b>	<b>5</b>	<b>-</b>	<b>394</b>	<b>274</b>

\* Note: Includes all items that go to an Approving Authority such as time extensions, setback relaxations, and permit amendments

Appealed Decisions	DP Discretionary	DP Permitted	Stop Orders	Subdivision	January	YTD	2021	2020
SDAB	-	-	-	-	-	-	DP - 5 SD - 4	DP - 2 SD - 1
LPRT (MGB)	-	-	-	1	1	SD - 1	SD - 3	SD - 3
<b>Total</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>6</b>

Permitting Applications	January	YTD	Jan-21	2021	2020	2019	2018	2017
Building Permit	8	8	10	242	179	188	203	294
Electrical	17	17	18	289	233	270	304	277
Gas	8	8	26	235	181	185	224	251
Plumbing	3	3	8	100	79	76	103	139
Sewage	1	1	3	78	64	56	66	80
Fire Inspections	-	-	-	-	1	n/a	n/a	n/a
Occupancy Load Cert	-	-	-	-	3	n/a	n/a	n/a
<b>Total</b>	<b>37</b>	<b>37</b>	<b>65</b>	<b>944</b>	<b>740</b>	<b>775</b>	<b>900</b>	<b>1041</b>

**Economic Activity**

BP Value	January		YTD	
Type	Bldg Permits	Permit Value	Bldg Permits	Permit Value
Ag Accessory Building	-	-	-	-
Commercial	-	-	-	-
Industrial	-	-	-	-
Institutional	-	-	-	-
Multi-Family	-	-	-	-
Oil & Gas	-	-	-	-
Residential	8	329,912.00	8	329,912.00
<b>Total</b>	<b>8</b>	<b>329,912.00</b>	<b>8</b>	<b>329,912.00</b>

DP Business	January		YTD	
Zoning	New	Expansion	New	Expansion
A/A(2)	-	1	-	1
R-CR/R-CR1/R-F	-	-	-	-
C-LC/I-BP/I-HI	-	-	-	-
AEP	-	-	-	-
S-AP	-	-	-	-
DC	-	-	-	-
P-PC/P-PR/P-PCR	-	-	-	-
S-IEC	-	-	-	-
<b>Total</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>1</b>

(Includes exempt use Home Office Business)

**Bylaw Complaints**

Files Received	Files Received January	YTD Files Received	Files Closed January	YTD Files Closed	2021 Rcvd	2020 Rcvd	2019 Rcvd
Animal Control	-	-	-	-	6	4	3
Dog Bylaw	-	-	-	-	2	1	n/a
Traffic	-	-	1	1	2	4	2
Land Use	1	1	4	4	68	36	45
Unsightly	-	-	3	3	17	8	6
Other	-	-	-	-	15	27	14
<b>Total</b>	<b>1</b>	<b>1</b>	<b>8</b>	<b>8</b>	<b>110</b>	<b>80</b>	<b>70</b>

	January	YTD	2021	2020	2019
<b>Total Violations</b>	-	-	1	-	0

**NOTES**



## Planning and Development Monthly Report February 2022

Applications Received	February	YTD	Feb-21	2021	2020	2019	2018	2017
Compliance Cert	6	12	7	119	85	64	93	80
DP - Discretionary	7	16	12	143	91	94	115	121
DP - Permitted	15	24	8	111	84	62	82	102
DP - Exempt	-	-	1	8	11	10	n/a	n/a
Event	-	-	-	5	n/a	n/a	n/a	n/a
Redesignation	-	-	-	5	1	2	5	7
Subdivision	-	-	2	3	2	3	9	4
RDSD	6	11	6	55	38	34	50	51
Dog Bylaw	-	-	-	1	-	1	n/a	n/a
<b>Total</b>	<b>34</b>	<b>63</b>	<b>36</b>	<b>450</b>	<b>312</b>	<b>270</b>	<b>354</b>	<b>365</b>

Approving Authorities*	DP Discretionary	DP Permitted	Redesignation	Subdivision	February	2022 YTD				2021	2020
						DP	RD	SD	EV		
Council (Public Hearings)	-	-	2	-	RD - 2	-	8	-	-	RD - 69	RD - 34
Council (Direct Control)	-	-	-	-	DP - 0	-	-	-	-	DP - 3	DP - 2
MPC	1	-	-	1	DP - 1 SD - 1	1	-	1	-	DP - 27 SD - 7	DP - 29 SD - 12
ASDAA	7	-	-	2	DP - 7 SD - 2	9	-	7	-	DP - 117 SD - 57	DP - 70 SD - 38
Event Permit (CAO)	-	-	-	-	EV - 0	-	-	-	-	EV - 5	EV - 2
Development Officer	-	7	-	-	DP - 7	15	-	-	-	DP - 109	DP - 87
<b>Total</b>	<b>8</b>	<b>7</b>	<b>2</b>	<b>3</b>	<b>20</b>	<b>25</b>	<b>8</b>	<b>8</b>	<b>-</b>	<b>394</b>	<b>274</b>

\* Note: Includes all items that go to an Approving Authority such as time extensions, setback relaxations, and permit amendments

Appealed Decisions	DP Discretionary	DP Permitted	Stop Orders	Subdivision	February	YTD	2021	2020
SDAB	-	-	-	-	-	-	DP - 5 SD - 4	DP - 2 SD - 1
LPRT (MGB)	-	-	-	-	-	SD - 1	SD - 3	SD - 3
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>6</b>	<b>6</b>

Permitting Applications	February	YTD	Feb-21	2021	2020	2019	2018	2017
Building Permit	11	19	7	242	179	188	203	294
Electrical	16	33	16	289	233	270	304	277
Gas	12	20	13	235	181	185	224	251
Plumbing	8	11	3	100	79	76	103	139
Sewage	1	2	1	78	64	56	66	80
Fire Inspections	-	-	-	-	1	n/a	n/a	n/a
Occupancy Load Cert	-	-	-	-	3	n/a	n/a	n/a
<b>Total</b>	<b>48</b>	<b>85</b>	<b>40</b>	<b>944</b>	<b>740</b>	<b>775</b>	<b>900</b>	<b>1041</b>

**Economic Activity**

BP Value	February		YTD	
Type	Bldg Permits	Permit Value	Bldg Permits	Permit Value
Ag Accessory Building	-	-	-	-
Commercial	1	5,000.00	1	5,000.00
Industrial	-	-	-	-
Institutional	-	-	-	-
Multi-Family	-	-	-	-
Oil & Gas	-	-	-	-
Residential	10	2,149,500.00	18	2,479,412.00
<b>Total</b>	<b>11</b>	<b>2,154,500.00</b>	<b>19</b>	<b>2,484,412.00</b>

DP Business	February		YTD	
Zoning	New	Expansion	New	Expansion
A/A(2)	-	-	-	1
R-CR/R-CR1/R-F	-	-	-	-
C-LC/I-BP/I-HI	1	-	-	-
AEP	-	-	-	-
S-AP	-	-	-	-
DC	-	-	-	-
P-PC/P-PR/P-PCR	-	-	-	-
S-IEC	-	-	-	-
<b>Total</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>1</b>

(Includes exempt use Home Office Business)

**Bylaw Complaints**

Files Received	Files Received February	YTD Files Received	Files Closed February	YTD Files Closed	2021 Rcvd	2020 Rcvd	2019 Rcvd
Animal Control	-	-	-	-	6	4	3
Dog Bylaw	-	-	-	-	2	1	n/a
Traffic	3	3	2	3	2	4	2
Land Use	1	2	1	5	68	36	45
Unsightly	-	-	2	5	17	8	6
Other	-	-	-	-	15	27	14
<b>Total</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>13</b>	<b>110</b>	<b>80</b>	<b>70</b>

	February	YTD	2021	2020	2019
<b>Total Violations</b>	-	-	1	-	0

**NOTES**





## Planning and Development Monthly Report March 2022

Applications Received	March	YTD	Mar-21	2021	2020	2019	2018	2017
Compliance Cert	8	14	15	119	85	64	93	80
DP - Discretionary	22	29	15	143	91	94	115	121
DP - Permitted	5	20	14	111	84	62	82	102
DP - Exempt	-	-	1	8	11	10	n/a	n/a
Event	1	1	-	5	n/a	n/a	n/a	n/a
Redesignation	-	-	1	5	1	2	5	7
Subdivision	-	-	1	3	2	3	9	4
RDSD	7	13	3	55	38	34	50	51
Dog Bylaw	-	-	-	1	-	1	n/a	n/a
<b>Total</b>	<b>43</b>	<b>77</b>	<b>50</b>	<b>450</b>	<b>312</b>	<b>270</b>	<b>354</b>	<b>365</b>

Approving Authorities*	DP Discretionary	DP Permitted	Redesignation	Subdivision	March	2022 YTD				2021	2020
						DP	RD	SD	EV		
Council (Public Hearings)	-	-	5	-	RD - 5	-	13	-	-	RD - 69	RD - 34
Council (Direct Control)	1	-	-	-	DP - 1	1	-	-	-	DP - 3	DP - 2
MPC	1	-	-	1	DP - 1 SD - 1	2	-	2	-	DP - 27 SD - 7	DP - 29 SD - 12
ASDAA	16	-	-	5	DP - 16 SD - 5	25	-	11	-	DP - 117 SD - 57	DP - 70 SD - 38
Event Permit (CAO)	-	-	-	-	EV - 0	-	-	-	-	EV - 5	EV - 2
Development Officer	-	14	-	-	DP - 14	29	-	-	-	DP - 109	DP - 87
<b>Total</b>	<b>18</b>	<b>14</b>	<b>5</b>	<b>6</b>	<b>43</b>	<b>57</b>	<b>13</b>	<b>13</b>	<b>-</b>	<b>394</b>	<b>274</b>

\* Note: Includes all items that go to an Approving Authority such as time extensions, setback relaxations, and permit amendments

Appealed Decisions	DP Discretionary	DP Permitted	Stop Orders	Subdivision	March	YTD	2021	2020
SDAB	-	-	-	-	-	-	DP - 5 SD - 4	DP - 2 SD - 1
LPRT (MGB)	-	-	-	1	1	SD - 2	SD - 3	SD - 3
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>6</b>	<b>6</b>

Permitting Applications	March	YTD	Mar-21	2021	2020	2019	2018	2017
Building Permit	22	41	26	242	179	188	203	294
Electrical	19	53	18	289	233	270	304	277
Gas	19	39	17	235	181	185	224	251
Plumbing	8	19	8	100	79	76	103	139
Sewage	4	6	2	78	64	56	66	80
Fire Inspections	-	-	-	-	1	n/a	n/a	n/a
Occupancy Load Cert	-	-	-	-	3	n/a	n/a	n/a
<b>Total</b>	<b>72</b>	<b>158</b>	<b>71</b>	<b>944</b>	<b>740</b>	<b>775</b>	<b>900</b>	<b>1041</b>

See note re: YTD

**Economic Activity**

BP Value	March		YTD	
Type	Bldg Permits	Permit Value	Bldg Permits	Permit Value
Ag Accessory Building	-	-	-	-
Commercial	1	650,000.00	2	655,000.00
Industrial	1	925,000.00	1	925,000.00
Institutional	-	-	-	-
Multi-Family	-	-	-	-
Oil & Gas	-	-	-	-
Residential	20	3,659,379.00	38	6,138,791.00
<b>Total</b>	<b>22</b>	<b>5,234,379.00</b>	<b>41</b>	<b>7,718,791.00</b>

DP Business	March		YTD	
Zoning	New	Expansion	New	Expansion
A/A(2)	1	-	1	1
R-CR/R-CR1/R-F	1	-	1	-
C-LC/I-BP/I-HI	1	-	1	-
AEP	-	-	-	-
S-AP	-	-	-	-
DC	-	-	-	-
P-PC/P-PR/P-PCR	-	2	-	2
S-IEC	-	1	-	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>

(Includes exempt use Home Office Business)

**Bylaw Complaints**

Files Received	Files Received March	YTD Files Received	Files Closed March	YTD Files Closed	2021 Rcvd	2020 Rcvd	2019 Rcvd
Animal Control	-	-	1	1	6	4	3
Dog Bylaw	-	-	-	-	2	1	n/a
Traffic	-	3	1	4	2	4	2
Land Use	4	6	1	6	68	36	45
Unsightly	-	-	-	5	17	8	6
Other	1	1	-	-	15	27	14
<b>Total</b>	<b>5</b>	<b>10</b>	<b>3</b>	<b>16</b>	<b>110</b>	<b>80</b>	<b>70</b>

	March	YTD	2021	2020	2019
<b>Total Violations</b>	-	-	1	-	0

**NOTES**

PREP20210978 - missing from January stats as CityView didn't pick up properly

# Regular Council Meeting

## Request for Decision

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Legislative, Community & Agricultural Services

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**Date:** May 11, 2022

**SUBJECT:** Legislative, Community and Agricultural Services Department Quarterly Report

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**RECOMMENDATION:** That Council receive the Legislative, Community and Agricultural Services Department Quarterly Report as information.

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**ALTERNATIVE OPTIONS:**

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**BACKGROUND:** A report is provided on a quarterly basis to inform Council of the active and upcoming projects or priorities being worked on over the current and upcoming months.

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**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:** N/A

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**Attachments** ☒ Nil ☐

att 01 - Quarterly report from Legislative, Community and Agricultural Services

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**PREPARED BY:** CD

**REVIEWED BY:** CA

**Strategic Priorities**

<b>Economic Development Strategy</b>	
<b>Successes</b>	
Airport Management Services	As of January 1, 2022, KS2 Management Ltd. began servicing Olds/ Didsbury Airport and Sundre Airport. We have received positive feedback on their work and are very pleased with the services, level of professionalism and their willingness to assist. KS2 has provided their Winter Maintenance Plan, Summer Maintenance Plan and Crack Filling Plan to Administration for review as required by their Management contract.
Airport Fuel Systems	During the last quarter, MVC has been under negotiations with both Olds/ Didsbury Airport and Sundre Airport relative to the continuation of fuel delivery services. MVC has assumed operations of the Fuel System at the Sundre Airport and has purchased fuel distribution hardware and software to allow for fuel sales to resume shortly.
Aviation Advisory Committee	A committee was selected at the January 19, 2022, Council Meeting and the first meeting took place in April 2022. The Committee is currently focused on reviewing development potential at both locations and will be returning a recommendation to Council as to a move forward strategy.
Corporate and Ec Dev/ Tourism Website with All Net	Ongoing design and content edits underway between MVC and web developer All Net, with the corporate and ec dev website having a goal to go live in May.
McDougal Pit Solar Project	A Public Engagement Plan was created and is to be presented to Council on May 11, 2022, alongside a presentation from SunAlta Power.
Didsbury- Sundre- MVC joint grant application	The Towns of Didsbury, Sundre, and Mountain View County's Economic Development departments have been approved by the Federal Government for CanExport Community Investments- Foreign Direct Investment contribution funding. This joint regional project will focus on developing the local technology industry through filming opportunities.
Electrical Vehicle Charging Stations	Ongoing work is being done to apply for grant funding to install Electrical Vehicle Charging Stations at the MVC county office.
2022- 2025 Economic Development Strategy	This document is in development, awaiting further Council approval on its overall Strategic direction.
<b>Next Action Items</b>	
Open Farm Days- August 2022	MVC will host an in-person tour for Open Farm Days in August 2022 with Economic Development working with local businesses involved in the event.
Spring/ Summer Clothing Order	In May 2022, a spring/ summer MVC clothing catalogue will be available for staff to purchase.
Local Vendor Giveaway Items	Will be working with local businesses to gather a collection of non-perishable items to be used as promotional giveaway items rather than traditional 'swag' items.
Personnel Update	In June 2022, the Economic Development and Marketing Officer will be going on maternity leave until July 2023.
<b>Regional Airport Updates</b>	
Olds Didsbury Airport	KS2 Management Ltd. is now the County's management contractor. Ongoing discussions relative to fuel delivery options. New signage will be installed to replace existing, faded, signage within the next quarter. Signage has also been installed to notify motorists of low flying aircraft.
Sundre Airport	KS2 Management Ltd. is now managing the airport. County has assumed fuel delivery responsibilities. Mothers Day Fly-in breakfast, hosted by the Sundre Flying Club, occurred on May 8 <sup>th</sup> .

<b>Communications and Public Engagement Strategy</b>	
<b>Successes</b>	
App Updates	An issue with submission of photo sizes was discovered by a ratepayer and forwarded to Operations. Working with the developer, the app was updated to ensure photo uploads on the road/ditch/weed section can handle larger photos common with today's mobile devices.
Meeting Management & Streaming Services – Contract Awarding	Mountain View County has entered into an agreement with Diligent Canada Inc. to install and implement a meeting management and streaming software package. The product is iCompass Meeting Manager Pro and iCompass Video Manager HD. This system will oversee compatible agenda, minutes, and video streaming services for both live and archived formats. The project implementation has begun and the delivery date is proposed to be August 5. The goal is to have the system functioning for the August 10 regular Council meeting.
<b>Next Action Items</b>	
Corporate Website	Full development of the corporate website is nearing conclusion with a launch date expected for the week of this meeting (May 9-13) provided the Fire Permit Portal (an internal/external permitting process) is fully functional. Migration of content for the updated site (and the new Economic Development and Tourism micro-sites) has been handled exclusively by County administration with support from the consultant for the Fire Permit Portal.
McDougal Pit Solar Project	As noted in the Ec Dev report above:  The public engagement plan will be introduced at the May 11, 2022 meeting. Once a decision is rendered by Council the proposed or amended plan will be initiated with support from Economic Development Services, Ag Services, and the solar project proponent.

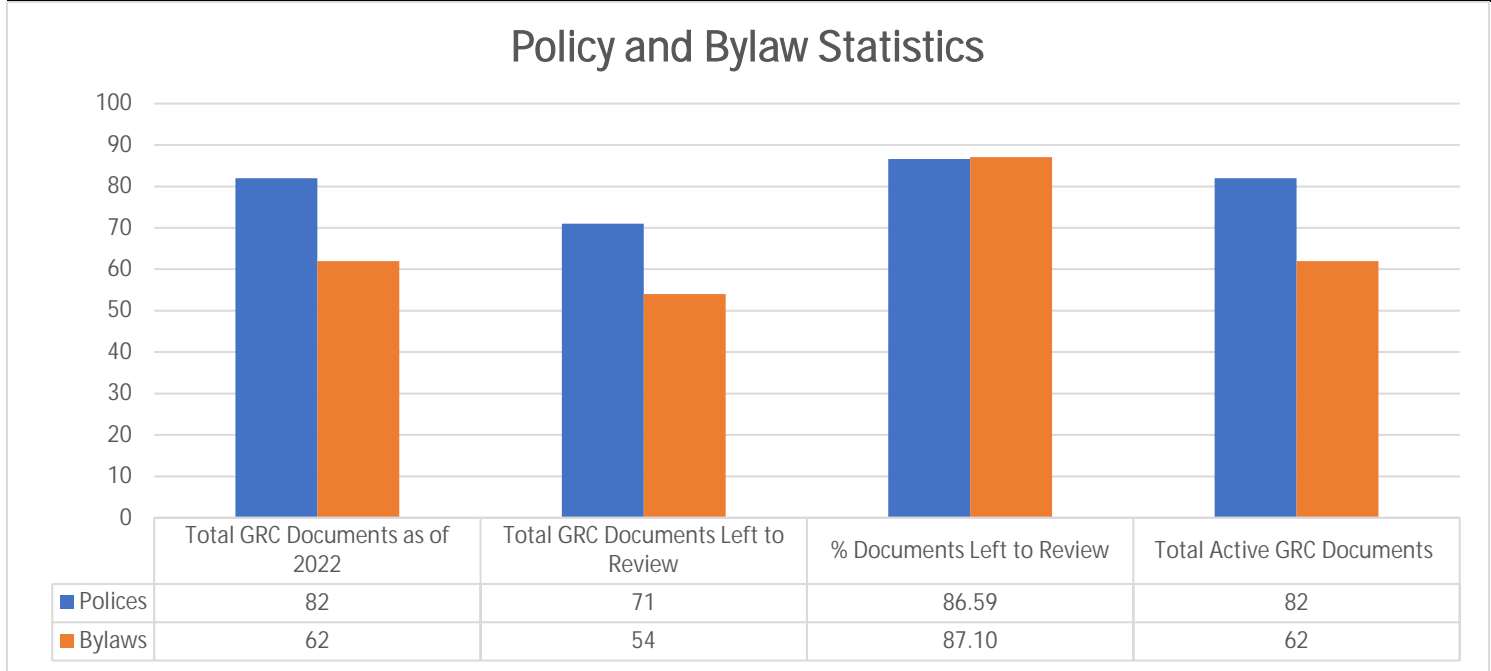
## Public Participation

<b>2022 Public Participation Campaigns</b>		
<b>Name of Campaign</b>	<b>Type of Campaign</b>	<b>Participant Number</b>
Ladies Livestock Lessons	Workshop	55
Cover Crops for Cows & Soil	Webinar Series	50
Ranching Opportunities	Conference	80
Working Well Online Workshop	Webinar	47

## Upcoming Event Calendar:

- May 13 & 14 – 9am-4pm – Aggie Days – Mountain View 2022 – The Heritage Centre, Cremona
- May 31– 6:30pm – Green Acreages Workshop – presented by the Land Stewardship Centre – Mountain View County Office – In-person and virtual options



**Strategic Alignment****Governance Review Committee****Policy and Bylaw Statistics****Policies and Bylaws Reviewed 1<sup>st</sup> Quarter**

The Governance Review Committee held its first meeting on March 29, 2022.

Bylaws Reviewed	Policies & Procedures Reviewed
17/19 – Establishing the Position of the CAO	1030 – Public Participation
17/20 – Council Code of Conduct	5001 – Health Funding
24/20 – Procedure and Conduct of Council Meetings	6309 – Riparian Ecological Enhancement Program
26/18 – Fire Bylaw	8009 – Strings & Keys Music Education Fund
06/88 – Agreement for Senior Citizen's Housing	8010 – Cemetery Grant Funding
04/08 – Head and Establishing Fees for FOIP	8011 – Olds College Bursary
20/07 – Establishing the SDAB	8012 – Family and Community Support Services (FCSS)
10/18 – Amendment to Bylaw 20/07	8013 – Transportation Grant Funding
	8014 – Rural Community Hall Grant
	8015 – Rural Community Grant
	8016 – Cremona Recreation Board

**Public Engagement****Community Participation in County Committees**

Number of Committee Vacancies at 2021 Organizational Meeting	Number of Applications from Public for Committee Vacancies @ 2021 Org. Mtg	Number of Committee Vacancies this Quarter	Number of Applications for Committee Vacancies during Quarter
12	24	13	24

**Social Media/Communications****Typical Communications Statistics**

	Twitter Followers	Facebook Followers	Instagram Followers	Print Pages	Radio Spots
Current	2338	2305	738	52	1121
Previous	2334	2276	709	10	1456

Mobile App

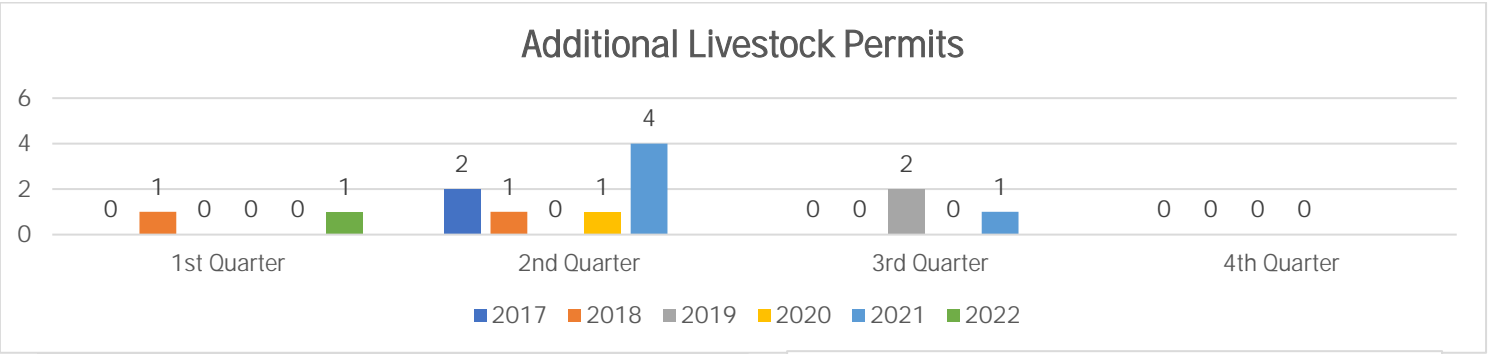
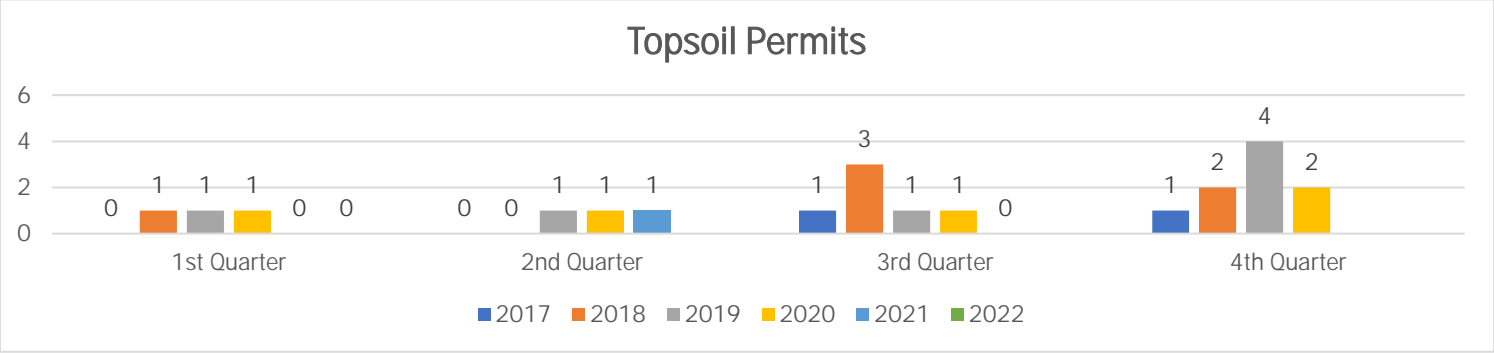
Downloads and Submissions Statistics		
	Downloads	Form Submissions
Current	575 combined iOS & Android	85 (56 for RDW Issue; 18 general; 11 Bylaw)
Previous	556 combined iOS & Android	70 (43 for RDW Issue; 16 general; 11 Bylaw)

FOIP Request (Freedom of Information and Protection of Privacy Act)

Statistics	
Total Number of Informal	Total Number of Formal
2	0

Service Level Reports

Statistics



2022 Pest Inspections

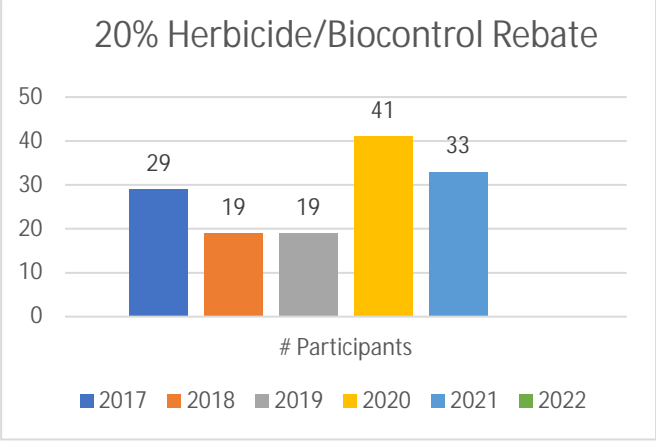
Begins May 2022

...

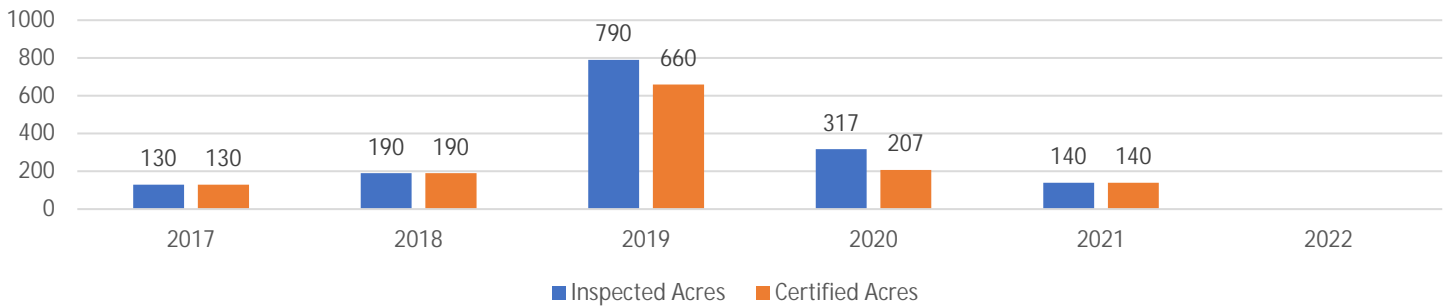
2022 Rural & Urban Weed Inspections

Begins May 2022

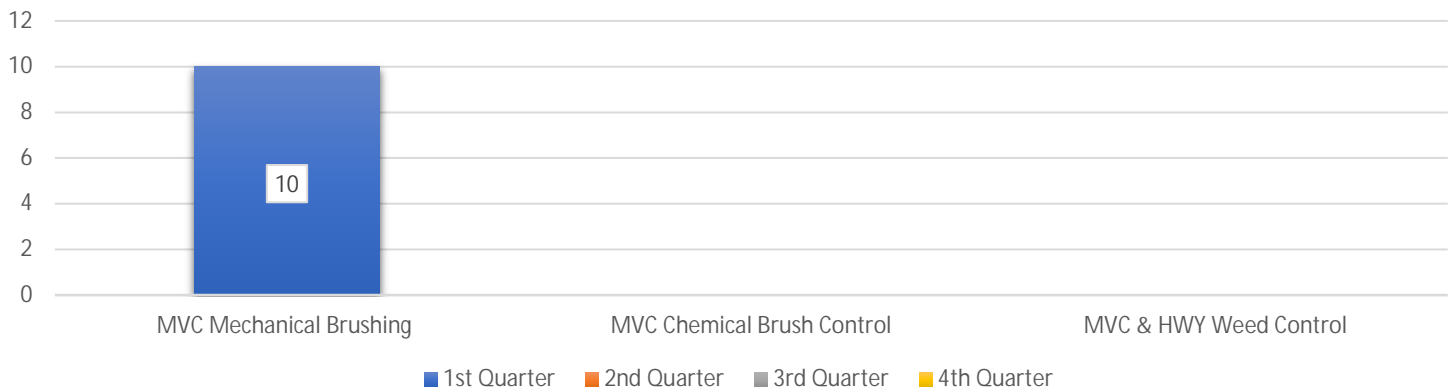
...



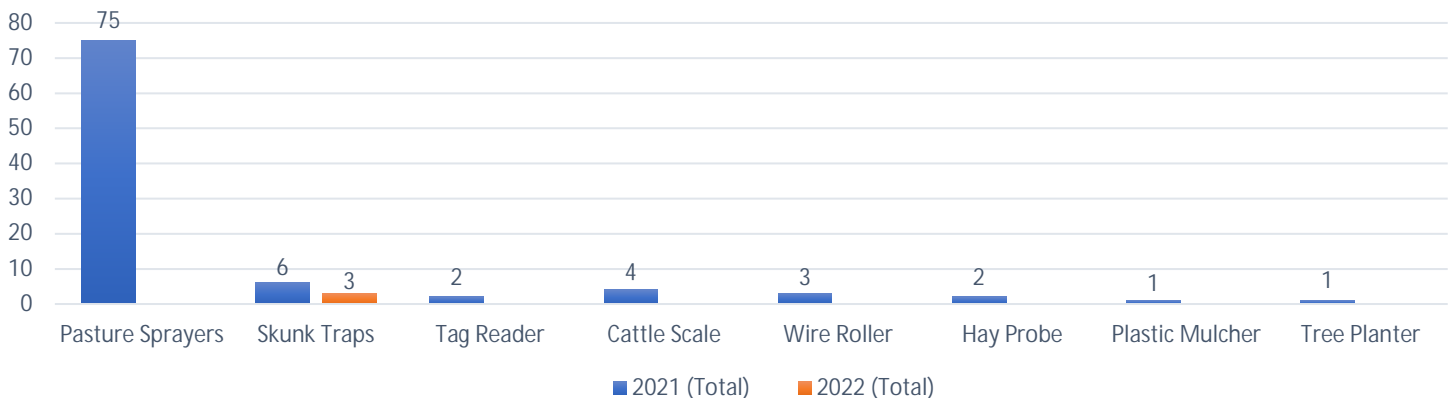
### Weed Free Hay Program



### Roadside Vegetation Control (km)

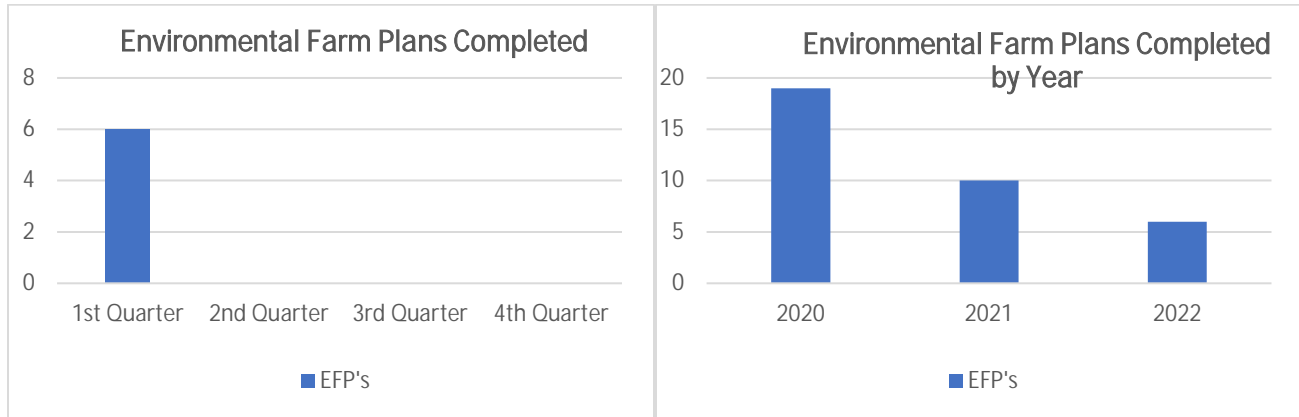


### Ag Equipment Rental Usage



### Agricultural Recycling Program Updates

Twine	As a Site Operator of a Twine Collection site for the "Alberta Ag-Plastic. Recycle it!" program, MVC has signed an Amending Agreement to extend the term of the Services Agreement to August 21, 2023. Clean, dry and bagged twine can be brought to the Agricultural Services shop. The collection site is open the first and third Friday each month, April-October from 9:00am to 12:00pm.
Wire	Terra Metals in partnership with the Mountain View County Agricultural Service Board collects barbed, strand and page wire, to be recycled, at no cost to Mountain View County producers, weekdays 8:00am-4:30pm.



### Grant Status

Grant Program	Funding Allocations				
	Budgeted Funding	Requested Funding	Approved Funding	Allocated Funds	# of Organizations / Individuals Funded
REEP/ALUS*	\$126,060				
Cemetery Funding	\$19,000	\$11,000.00	\$11,000.00	\$11,000.00	11
Citizenship Awards	\$6,000.00	\$6,000.00			
Council Grants	\$4,300.00	\$750.00	\$750.00	\$750.00	1
Cremona Recreation Board	\$319,642.50	\$406,240.72			
Crime Prevention	\$12,400.00				
Donations/Comm Serv	\$3,000.00	\$2,100.00	\$2,100.00	\$2,100.00	2
FCSS	\$135,000.00	\$210,978.40	\$130,000.00	\$97,500.00	17
Health	\$64,905.00	\$49,265.83	\$49,265.83	\$36,949.37	4
Rural Community Grants	\$70,000.00	\$132,837.11	\$70,000.00	\$54,125.00	15
Rural Community Hall	\$90,000.00	\$141,480.46	\$90,000.00	\$68,575.00	17
Strings and Keys	\$4,000.00				
Transportation	\$45,000.00	\$64,704.00	\$45,000.00	\$33,750.00	8

\* ACA Grant end date March 31, 2023

### Mountain View County Parks Updates

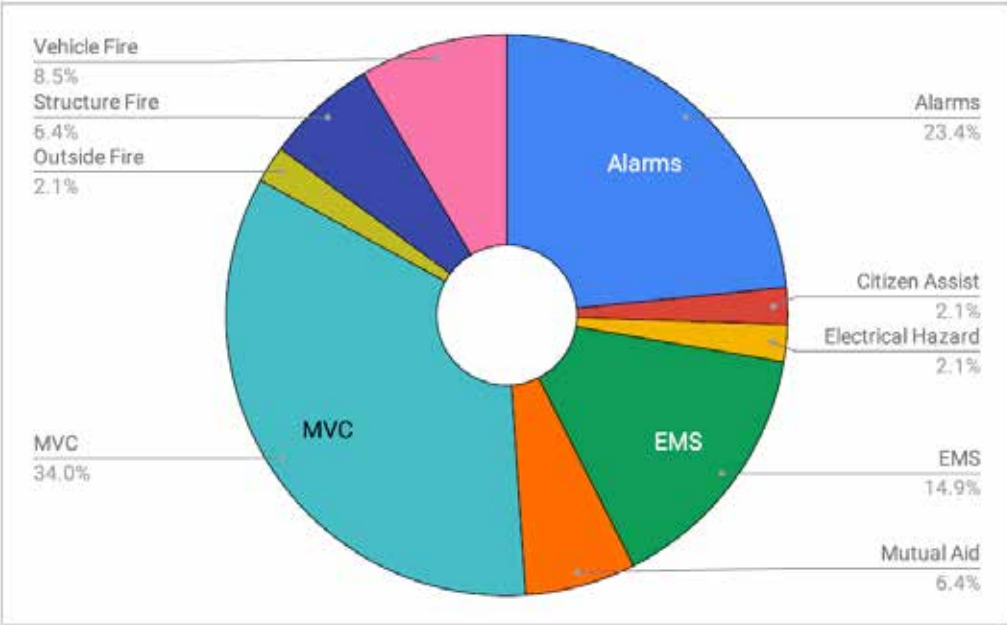
Park	
Winchell Lake	<p>From the Alberta Conservation Association "Our aeration system has been running well throughout the winter and we haven't had any issues with the equipment or safety fencing. Monthly dissolved oxygen levels have been really good so fish should be happy. There have been quite a few anglers out while we've been there, and we've gotten reports of some decent fish being caught."</p> <p>Most used day use park in the winter. Minor damage observed as a picnic table was burnt.</p>
Water Valley Campground – Day Use Area	Increase in winter use was observed.
Hiller's Dam	Hiller's winter use is lower, however there were some pallet fires observed and cleaned up.
William J. Bagnall Park	Increase in winter use was observed.
Davidson Park	Continues to have good use in the winter.

Trends in Provision of Emergency Services

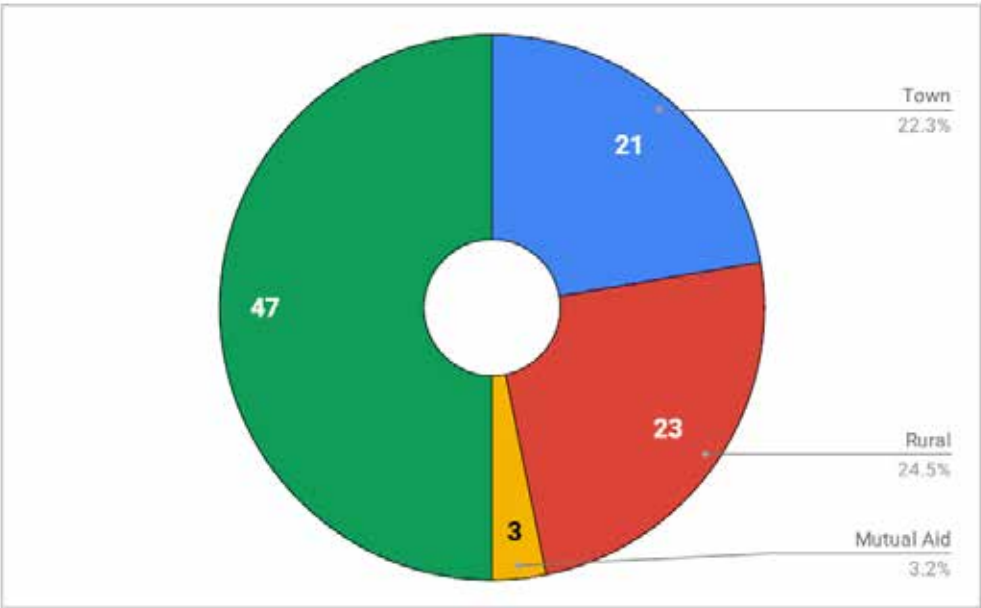
Fire Statistics

Didsbury Fire Department  
1st Quarter Fire Call Stats  
Jan 01 – Mar 31, 2022

Type	Total
Alarms	11
Citizen Assist	1
Electrical Hazard	1
EMS	7
Mutual Aid	3
MVC	16
Odour Investigation	0
Outside Fire	1
Structure Fire	3
Vehicle Fire	4
Wildland Fire	0
	47



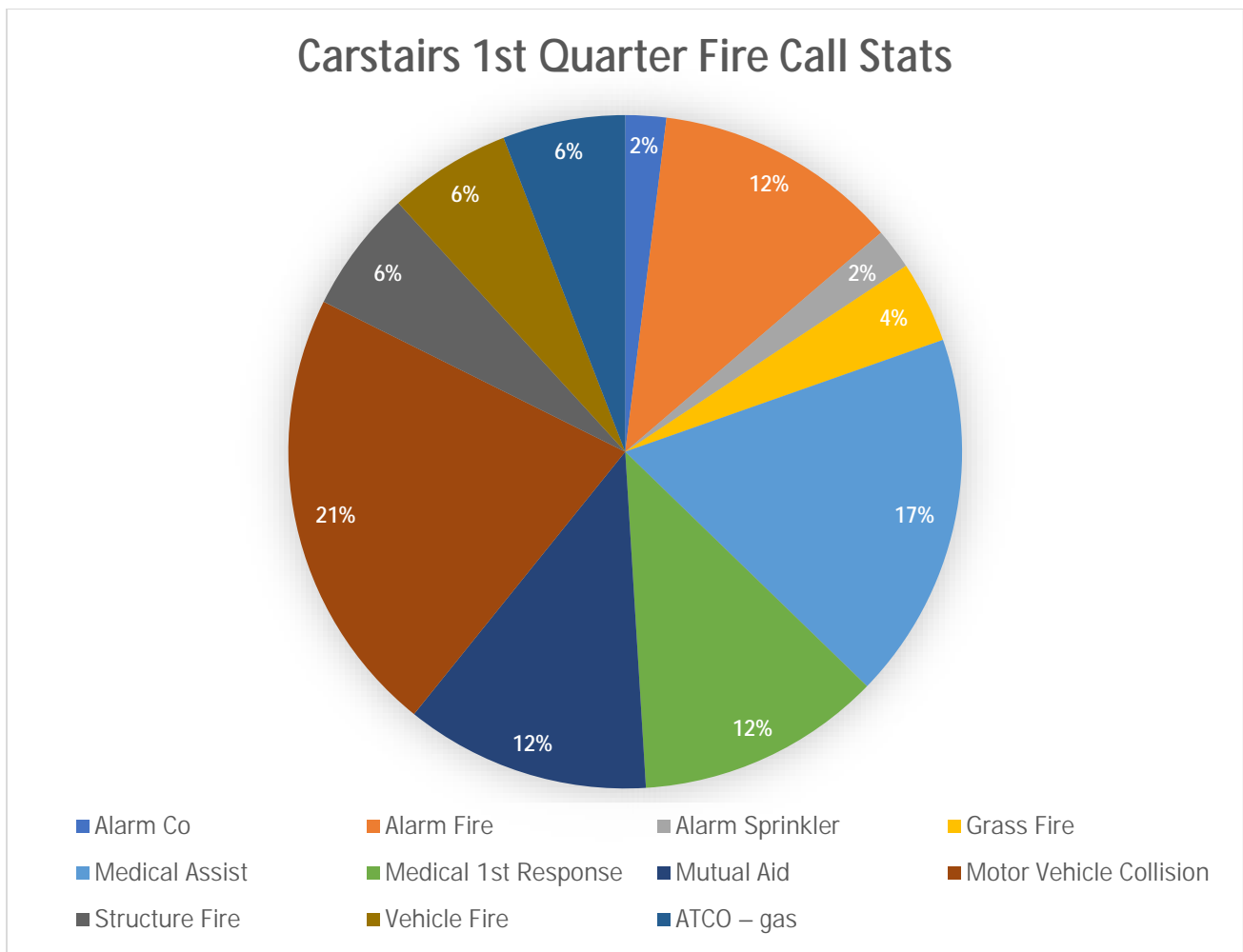
Call Location	Total
Town	21
Rural	23
Mutual Aid	3
	47





**Carstairs Fire Department**  
**1<sup>st</sup> Quarter Fire Call Stats**  
**Jan 01 – Mar 31, 2022**

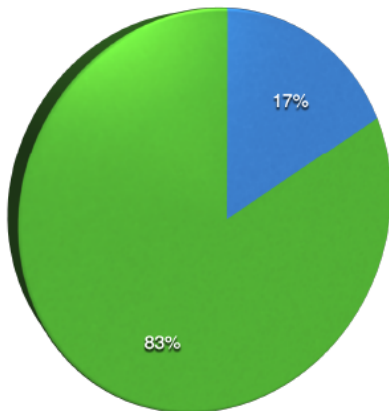
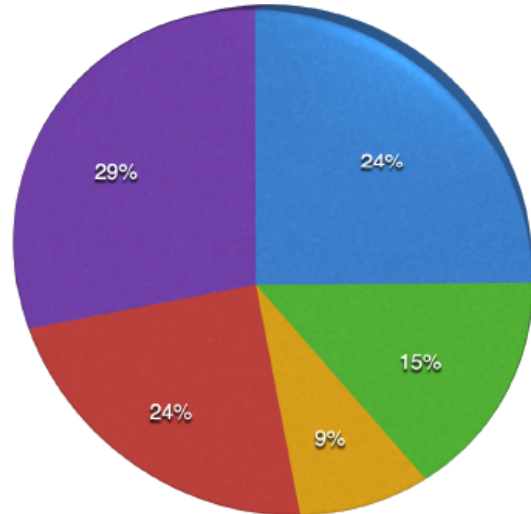
1 <sup>st</sup> Quarter Incidents – Jan 01 – Mar 31 2022	
Alarm Co	1
Alarm Fire	6
Alarm Sprinkler	1
Grass Fire	2
Medical Assist	9
Medical 1 <sup>st</sup> Response	6
Mutual Aid	6
Motor Vehicle Collision	11
Structure Fire	3
Vehicle Fire	3
ATCO – gas	3
<b>Total Calls – 1<sup>st</sup> Quarter</b>	<b>51</b>



Cremona / Water Valley Fire Department  
1st Quarter Fire Call Stats  
Jan 01 – Mar 31, 2022

**Q1 - January 1st -March 31st 2022**

Incident Type	QTY	%
Medical	8	24%
Fire	5	15%
Mutual Aid	3	9%
Motor Vehicle Collision	0	0%
Alarm Bells	8	24%
Controlled Burn	3	9%
Smoke investigations	2	6%
Public Hazard	0	0%
Gas Leak	4	12%
Rescue	1	3%
<b>Total</b>	<b>34</b>	<b>100%</b>



**Q1 - Incidents By Location**

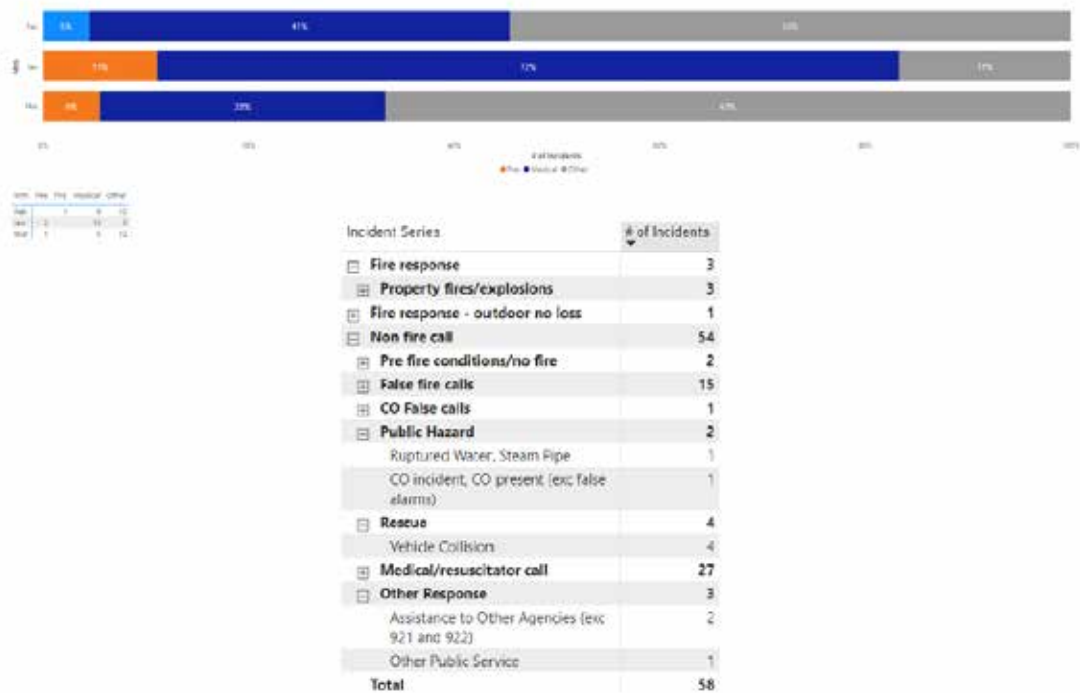
Town / County	QTY	%
Village Of Cremona	5	15%
Mountain View County	27	79%
MD Bighorn/Rockyview	1	3%
Clearwater County	1	3%
<b>Total</b>	<b>34</b>	<b>100%</b>

Olds Fire Department  
 1st Quarter Fire Call Stats  
 Jan 01 – Mar 31 2022

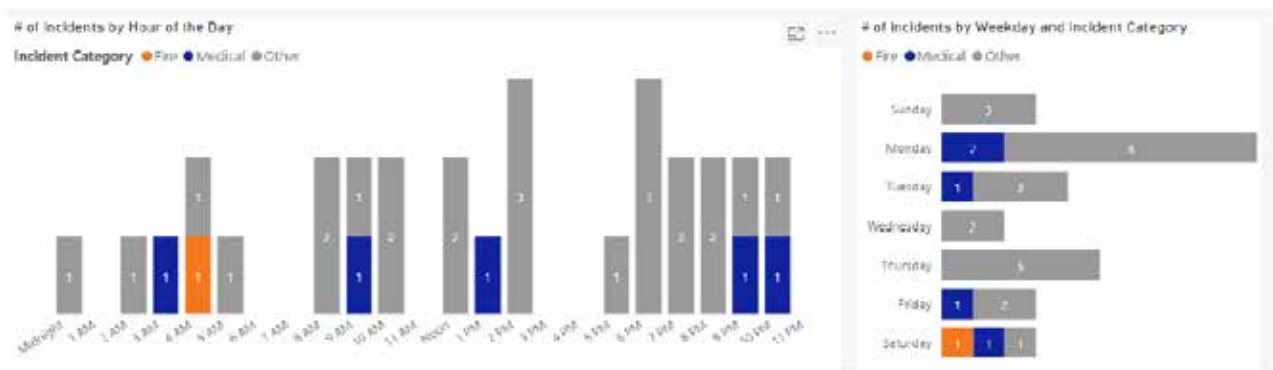
RURAL INCIDENTS – 20



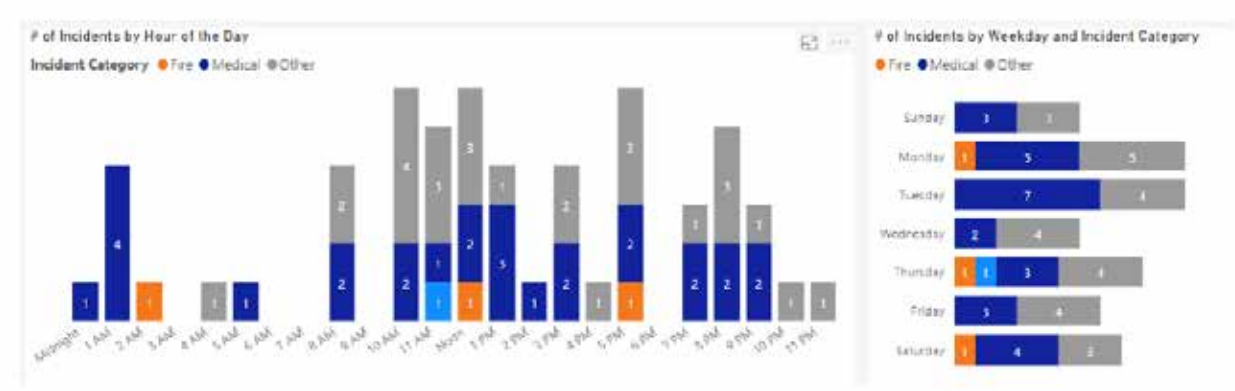
URBAN INCIDENTS – 58



RURAL



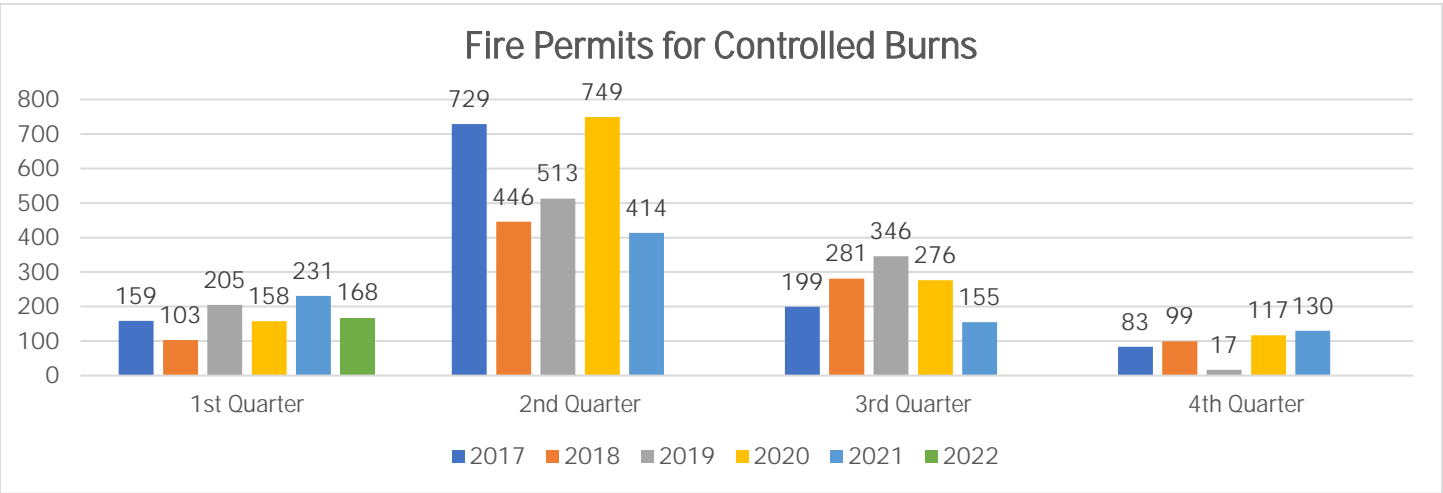
URBAN



Sundre Fire Department  
1st Quarter Fire Call Stats  
Jan 01 – Mar 31 2022

Response Type		# of Incidents
Rural - Mountain View		
0307 - Sundre Fire Department		
19	Outside Fire - Investigation	1
31	Motor Vehicle Collision	4
37	Medical Assist	8
82	False Alarm - internal or local alarm system	2
Total For 0307 - Sundre Fire Department:		15
RURAL		
10	Fire	5
12	Rubbish or grass fire (no dollar loss)	1
37	Medical Assist	2
Total For RURAL:		8
Total For Rural - Mountain View:		23

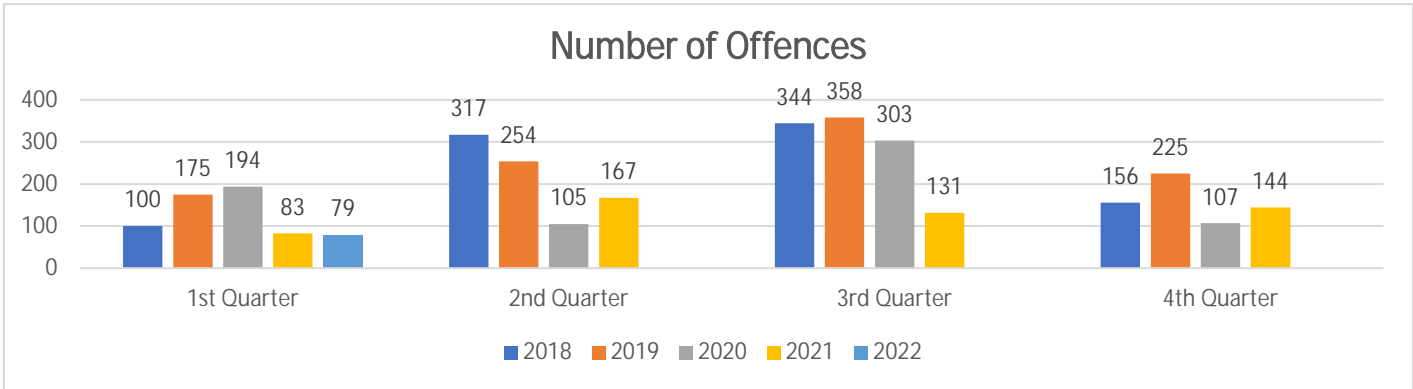
Mountain View County Fire Permits



Patrol Statistics

Stops of the Quarter

- 62 km/h over - Rosebud
- 53 km/h over - Wessex
- 45 km/h over – Jackson
- 44 km/h over - Dogpound



Monthly Newspaper Articles – Traffic Safety Plan Calendar

January

Intersection Safety

February

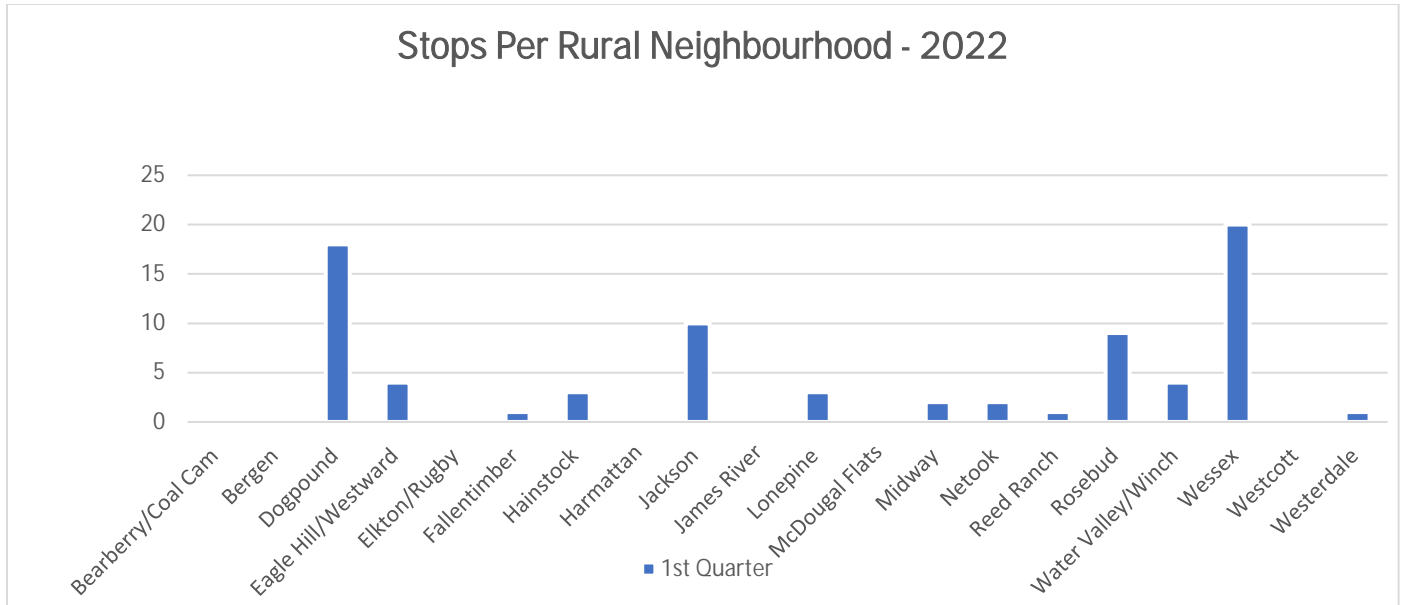
Distracted Driving

March

Occupant Restraints



Stops Per Rural Neighbourhood - 2022



Policing Priorities – Community Peace Officers		
Identified Duty	Priority	Activity
Commercial Vehicle Compliance · Ongoing Proactive Monitoring · Weight / load securement	A	Road bans are in effect Increased patrol Review ROADATA issued permits. Patrol areas of activity to ensure legal weight and load securement.
Speed Compliance	A	Patrol for speed compliance.
Stop signs	A	Monitor intersections and rail crossings.
Distracted Driving Compliance	A	Continue patrolling for distracted driving offences. Creating new distracted driving articles in newspaper and website. Olds RCMP reached out for joint campaign.
Responding to inquiries from rate payers (phone & e-mail)	A	Continue to respond to complaints and forward to appropriate agencies or department (ex. Requests for signs). Requests for speed enforcement patrols.
Emergency Incident Response	A	Patrolled subdivisions, County parks, and industrial parks – Increasing visibility and deterring offences.
Court preparation and attendance	A	Traffic Court resumes. Masks are still required. On-line resolutions in place.
Fire Ban Bylaw when Fire Ban in place	A	Have access to fire permit system. Assist with large burns monitoring and monitoring/enforcement
Requests for Assistance from other Agencies	A	

Alberta Justice and Solicitor General Peace Officer Bulletin	
Justice Transformation Initiative (JTI) APIS Phase One	Effective March 15, 2022 Law Enforcement Officers will have the ability to use Administrative Penalty Information System (APIS) at roadside to issue Immediate Roadside Sanctions (IRS) or Seizure Notice.
APIS Phase Two	Ability to issue traffic offence notices electronically roadside cancelled / suspended indefinitely.
Bulletin 05-2022	Annual Report by Authorized Employers due. MVC report sent
Bulletin 07-2022	New Peace Officer Program Policy and Procedures Manual Released

Total Amount of Records Managed in M-Files				
Year	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
2022	288,749– (Apr 27)			

# Regular Council Meeting

## Request for Direction

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CAO Services

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**Date:** May 11, 2022

**SUBJECT:** CAO Services Quarterly Report

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**RECOMMENDATION:** That Council receive the CAO Services Quarterly report as information.

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**ALTERNATIVE OPTIONS:** N/A

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**BACKGROUND:** This report is provided on a quarterly basis to inform Council of the active and upcoming projects.

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**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:**

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**Attachments** ☒ Nil ☐

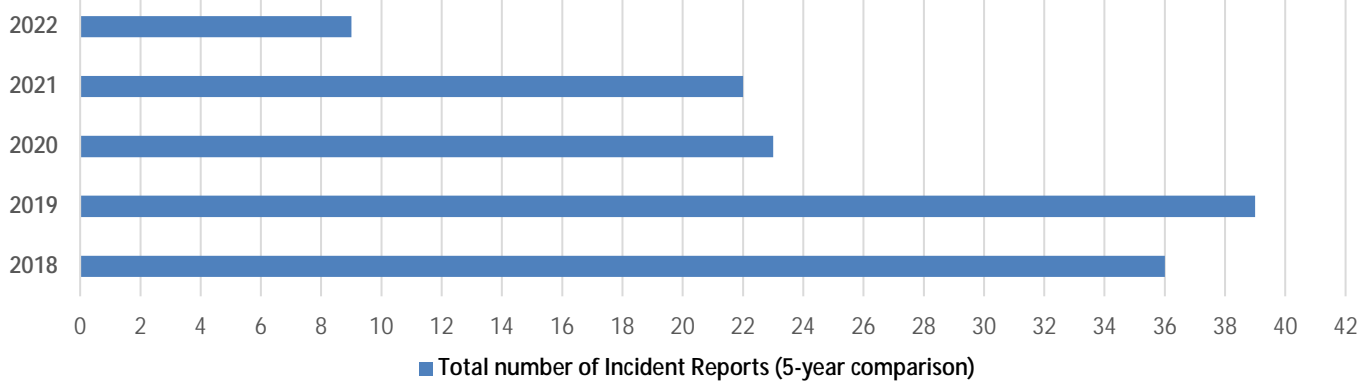
1. Health and Safety Quarterly Report
  2. Human Resources Quarterly Report
- 

**PREPARED BY:** LMC

**Department:** CAO Services

**Section:** Health and Safety

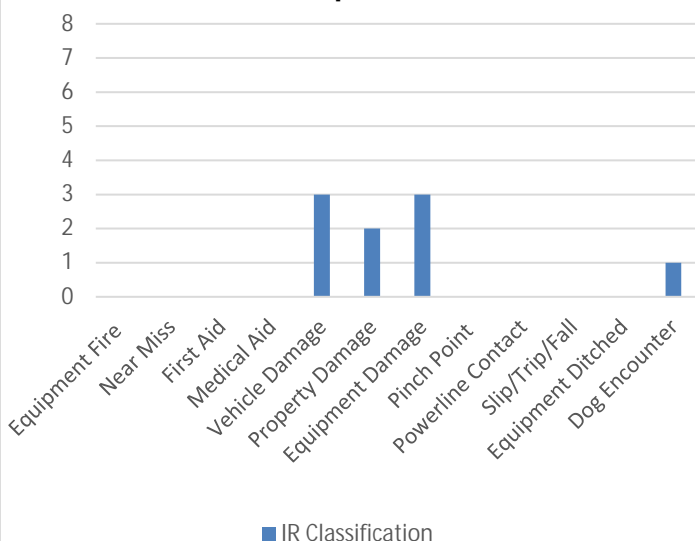
**Total number of Incident Reports (5 - year comparison): 9**



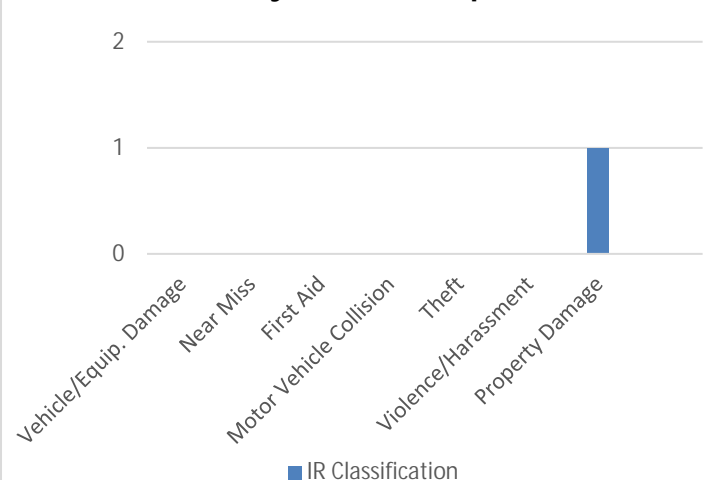
**Total number of Third Party Incident Reports (5 - year comparison): 1**

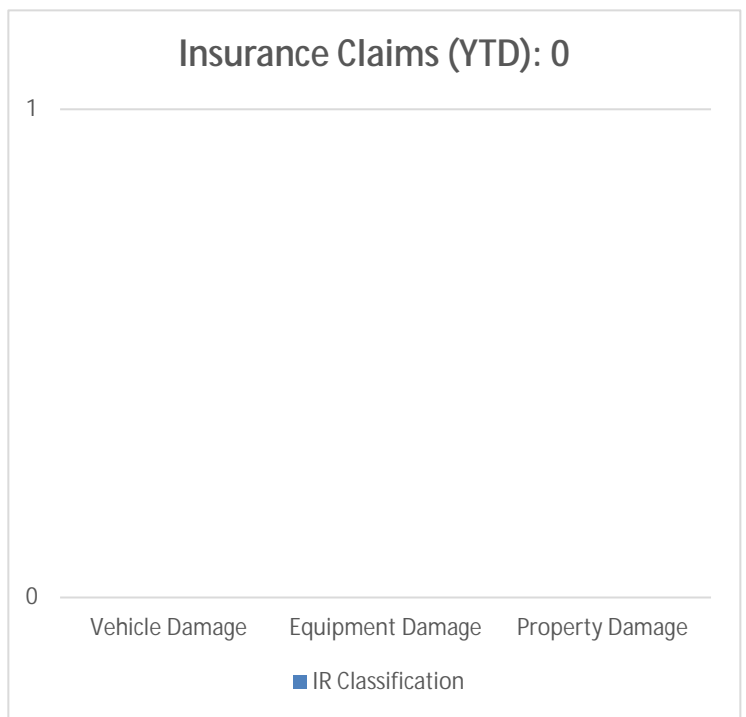
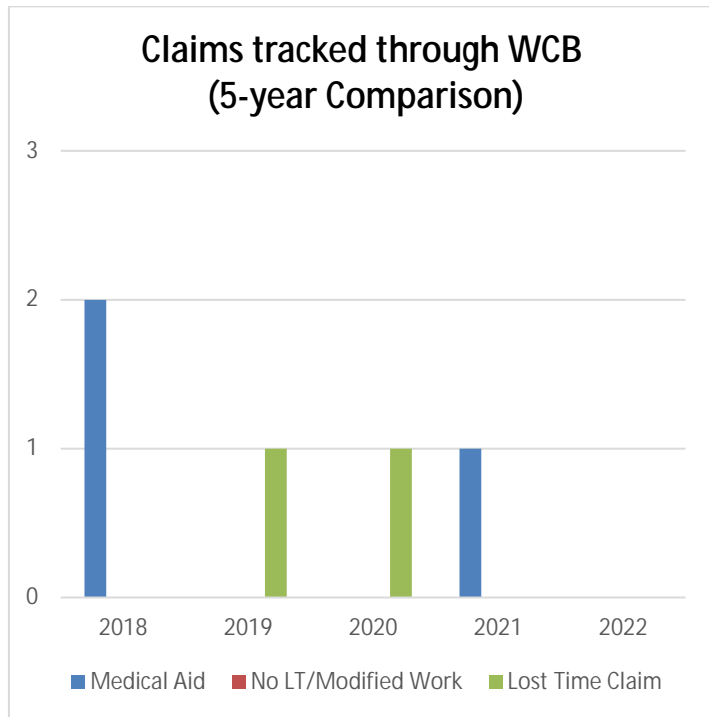


**Incident Reports (YTD): 9**



**Third Party Incident Reports (YTD): 1**





### 2022 Vehicle/Equipment Incident Trends *(To Date)*

#### Out of the 6 vehicle/equipment related incidents:

- 2 out of 6 involved sliding into the ditch during adverse weather conditions (snow and ice)
- 1 out of 6 involved a front facing mud flap being ripped off the bracket after it was lodged under the tire due to spinning tires in the snow
- 1 out of 6 involved damage to the front driver's side fender of a county truck after contact with a dumpster
- 1 out of 6 involved damage to the driver's side mirror of a county truck after a projectile (ice) from oncoming traffic hit the mirror.
- 1 out of 6 involved the burner of a HOTSYS steamer/pressure washer catching on fire

### Other:

Formal Inspections Completed: 3

Crew Inspections Completed: 0

H&S Orientations Completed: 7

Safety Meetings/Hazard Assessment Meetings: 7

Classroom Training Courses offered to employees: Standard First Aid Refresher

Online Training Courses offered to employees: Workplace Violence and Harassment Prevention

In-House Knowledge Recap Quiz's: Workplace Harassment and Violence Prevention, OH&S Act, Reg., Code Overview



**Premium Invoice****Account #: 787526**

Issue Date: Apr 02, 2022

Due Date: May 02, 2022

Invoice #: 25473891

Page 1 of 1

**MOUNTAIN VIEW COUNTY**

Previous invoice balance:	\$	1,261.05	Issued date: Mar 02, 2022
Payments received/credits:	\$	-55,656.07	
Past due amount owing:	\$	-54,395.02	
New charges:	\$	0.00	
<b>Total invoice amount due:</b>	<b>\$</b>	<b>-54,395.02</b>	

**Notes**

Apr 02, 2022: Making your payments is easy and convenient with the myWCB employer mobile app. You can also request real-time clearances, update payroll and report an injury when it happens. Manage your account, right at your fingertips. Find it in the App Store and Google Play.

Apr 02, 2022: The credit balance on this invoice will be applied to your future installments or any other charges as they become due.

**Transaction details since last invoice date**

Date	Year	Industry	Description	Premium amount
Mar 03, 2022	2017	95102	Earnings Rate Change Rate change from \$1.39/\$100 to \$1.34/\$100 for assessable earnings of \$9,059,884.00	\$ -4,529.94
Mar 03, 2022	2018	95102	Earnings Rate Change Rate change from \$1.11/\$100 to \$0.86/\$100 for assessable earnings of \$8,958,179.00	\$ -22,395.45
Mar 03, 2022	2019	95102	Earnings Rate Change Rate change from \$1.25/\$100 to \$0.95/\$100 for assessable earnings of \$9,156,541.00	\$ -27,469.63
Mar 15, 2022			Payment Received - Thank You	\$ -1,261.05

**Future payments**

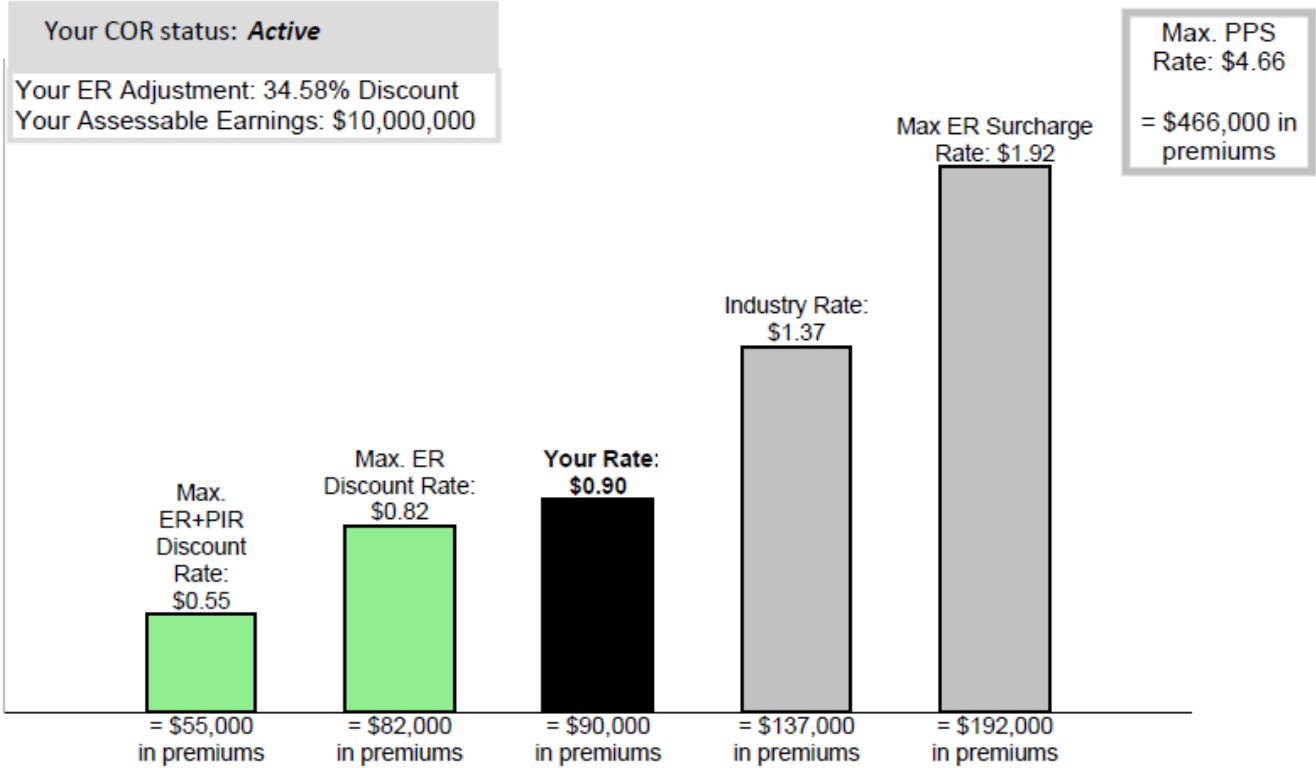
Total account balance remaining: \$72,000.00 (\*based on current coverage)

Date	Amount	Date	Amount	Date	Amount
May 02, 2022	\$18,000.00	Jul 02, 2022	\$18,000.00	Sep 02, 2022	\$18,000.00
Nov 02, 2022	\$18,000.00				

Performance Impact on Premium

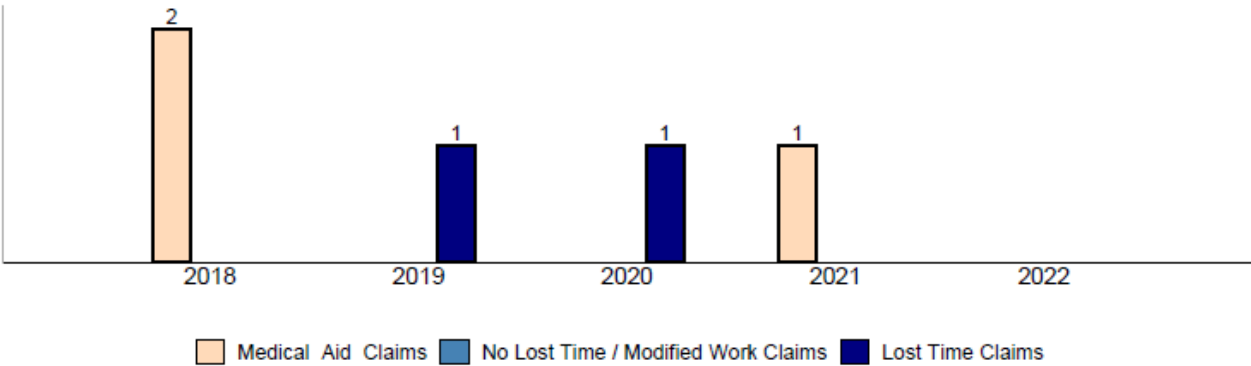
Based on your experience ratio in **Industry 95102** for 2022, **you rank 18 out of 74** employers in the Large Business Experience Rating (ER) program.

This chart shows how your current rate and premium compare to other possible adjustments specific to your company. Earning a maximum discounted rate is dependent on minimizing costs through prevention and good return to work strategy.



Total Claims by Type

The graph below displays claims from your company based on the year of occurrence. This information can be used to show claim trends.



**Reportable Activities:**

- Recruitment Update
  - Vacant Positions by Department
  - Current Contract Positions / Extensions
  - Current Year Retirements
- 

**Recruitment Update:**

- Assessor II – (INTERNAL) – January 1, 2022
- Administrative Assistant Legislative, Community & AG Services – (INTERNAL) – January 10, 2022
- Operations Technologist – hired January 10, 2022
- Equipment Operator (3Q) – hired January 10, 2022
- Administrative Support Legislative, Community & AG Services (MAT Leave) hired January 31, 2022
- Community Outreach Coordinator – (INTERNAL) – hired January 31, 2022
- Development Compliance Officer – hired February 7, 2022 (vacant again March 14)
- Administrative Assistant P&D – hired February 7, 2022
- Finance Analyst I (reception) – hired February 9, 2022
- Protective Services Officer – CPO1 (Fire Liaison) – hired February 14, 2022
- Manager Planning Services – (INTERNAL) – March 14, 2022

**Vacant Positions by Department:**

- Planning and Development Services
  - Subdivision & Development Technologist Support
  - Administrative Support – Planning
  - Development Officer
  - Liaison Position - Development Compliance Officer
- Operational Services
  - Mechanic – Didsbury HD Shop
  - Road Allowance Coordinator (FTE position in Operations)
  - Equipment Operator (3Q) – 2 vacancies
  - Equipment Operator (Class 1) – 2 vacancies
  - Foreman (Quad 1)
- Corporate Services
  - Assessor I
  - Finance Analyst II

**Current Contract Positions:**

- Administrative Support (MAT Leave TERM contract: August 16, 2021 – March 3, 2023)
- AG Term – 1 remains (extended to March 4, 2022)

**Current Year Retirements:**

- Pam Thomas – February 28, 2022 (41 years)
- Rob Ridley – February 15, 2022 (16 years)
- John Jensen – March 3, 2022 (27 years)

# Regular Council Meeting

## Request for Decision

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Corporate Services

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**Date:** May 11, 2022

**SUBJECT:** 2022 Market Summary Report

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**RECOMMENDATION:** That Council receive as information the 2022 Market Summary Report.

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**ALTERNATIVE OPTIONS:** N/A

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**BACKGROUND:** Each year the Assessment Department provides Council with a detailed assessment analysis. This is the overview of the 2021 Assessment year relating to the 2022 Tax Year.

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**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:** This document is one of the most important documents the County has to determine the future trends of property tax revenue. The majority of our revenue comes from property owners in the County. Understanding trends will give insight to the financial strength of the County.

---

**Attachments** ☒ **Nil** ☐

1. 2022 Market Summary Report
  2. 2022 Market Summary Report – 2021 Assessment – 2022 Tax Year – Power Point Presentation
- 

**PREPARED BY:** MK

**REVIEWED BY:** LM



2022 Market Summary Report  
For the 2021 Assessment Year  
(2022 Tax Year)



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3.1.2 Residential Buildings and Structures.....	Pg. 7
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7.0 Other Issues.....	Pg.18
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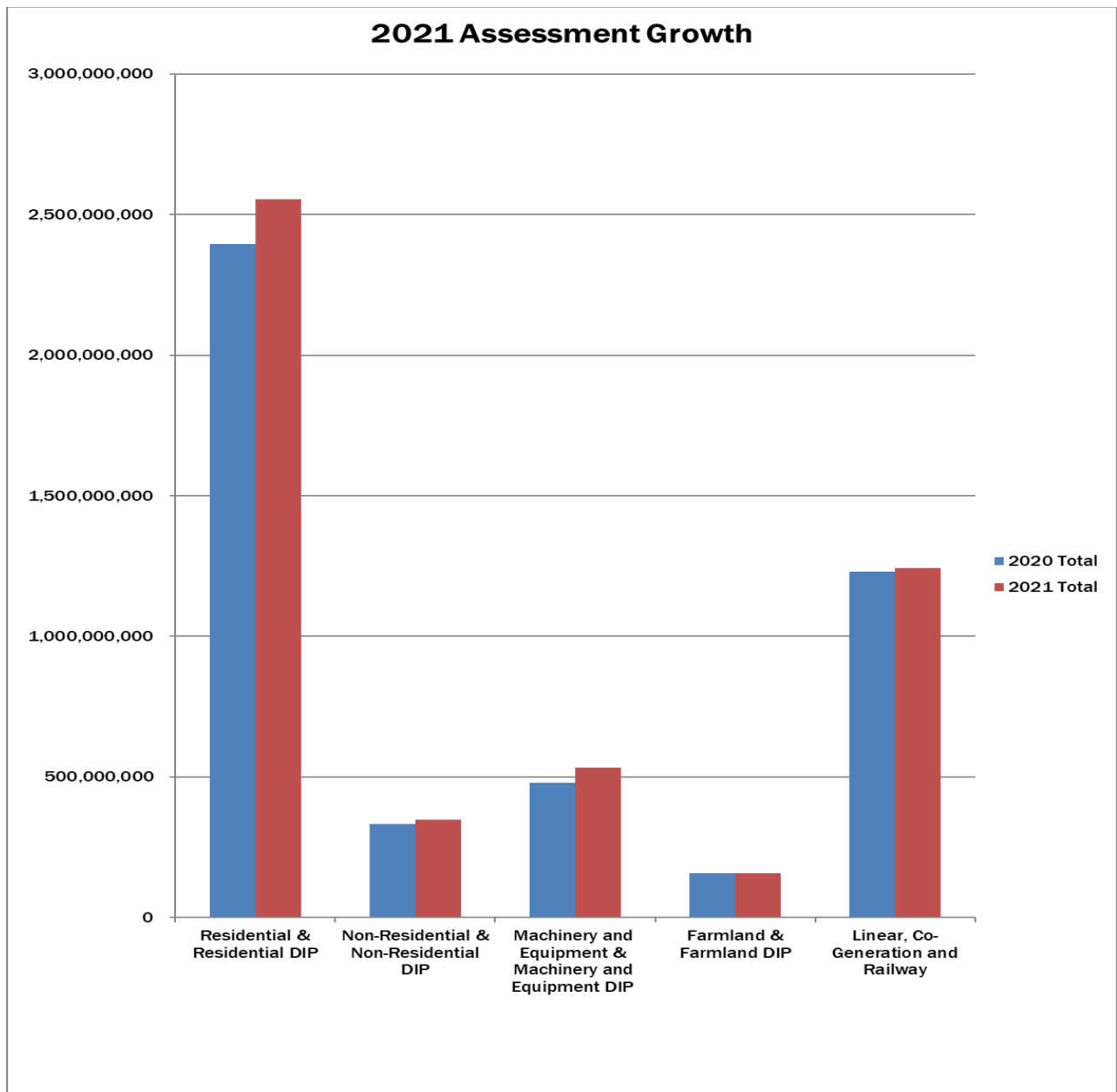
### (1.0) 2021 Assessment Overview

In 2021 total assessment values increased in four of the five property classes. With these increases in four of the five property classes a total taxable assessment increase of 5.24% was realized with an overall growth of 2.79% attributed to real growth. This can be compared with last year's growth of 1.70% overall assessment decrease and 0.12% attributed to real growth.

Designated Industrial Property (DIP) assessments are categorized separately when submitting the assessment totals to the Provincial Assessor, although, during this report they will be combined with their Non-DIP counterparts as they give an overall view of change within the specific categories.

Designated Industrial Properties are those facilities regulated by the Alberta Energy Regulator, Canadian Energy Regulator, Alberta Utilities Commission. DIP are no longer under the direct responsibility of the local Assessor but are now under the umbrella of the Provincial Assessor. As it stands now, the assessment process has been contracted back to the local Assessor through a Hybrid contract. In 2018 this was originally for a period of three years. We have since been extended for 2021 and again by another year with a contract until March 31, 2023.

	2020 Total	2021 Total	2021 Change \$	2021 Change %
Residential & Residential DIP	2,393,765,450	2,554,637,120	160,871,670	6.72%
Non-Residential & Non-Residential DIP	331,947,400	347,543,380	15,595,980	4.70%
Machinery and Equipment & Machinery and Equipment DIP	478,898,870	532,201,450	53,302,580	11.13%
Farmland & Farmland DIP	158,562,980	158,394,650	-168,330	-0.11%
Linear, Co-Generation and Railway	1,230,796,540	1,241,728,600	10,932,060	0.89%
Total	4,593,971,240	4,834,505,200	240,533,960	5.24%



## (2.0) Assessment and Taxation Methodology

Property taxes are a way of fairly and equitably distributing the cost of providing local government services among property owners in the County.

The terms assessment and taxation are considered to be interchangeable. However, assessment and taxation are very different. Although one impacts the other, each is a distinct and independent process.

Assessment is the process of estimating a dollar value on a property for taxation purposes. Taxation is the process of applying a tax rate to a property's assessed value to determine the actual taxes payable by the owner of that property.

The tax rate is calculated by dividing the County budget by the total taxable assessment base. This means that an overall increase or decrease in taxes collected is achieved through changes to the budget. Property assessments only determine the distribution of the payment among property owners in the County.

The following is a **hypothetical** example of how the assessment and tax rate can affect the taxes on a residential property.

Assessment Year	Assessment	Tax rate	Taxes due
2018	\$400,000.00	8.21	\$3,284.00
2019	\$430,500.00	7.63	\$3,284.00
2020	\$610,400.00	5.38	\$3,284.00
2021	\$712,400.00	4.61	\$3,284.00

Note that although the property's assessment has changed over the last four years, the taxes have remained static due to an adjustment in the tax rate. The amount of taxes due could have been increased or decreased based upon the tax rate adjustment.

Tax changes can also be affected by the type of assessment change that a property has experienced in the year. Assessment change can be split into three categories, real growth, policy change and market growth. Real growth is assessment that is attributable to physical changes to a property. Examples of this would be the construction of a building, an addition to a building or the removal of a building. Policy change is when assessment legislation or regulations change on how property is assessed in the province. Market growth is the increase to the assessment based upon the market inflation of the property.

A property experiencing real growth would expect to see a tax increase in relation to the amount of real growth that had taken place. A property experiencing average market growth would expect to see a tax change based only on the tax rate adjustment.

### (3.0) Current Year Assessment

#### **(3.1) Residential**

All residential properties are provincially legislated to be assessed based on market value. Market value is defined by the International Association of Assessment Officers as:

*"The highest and best price a willing buyer would pay, and a willing seller accept, both being fully informed, and the property exposed for a reasonable period of time. The market value may be different from the price a property can actually be sold for at a given time."*

Each year the Assessment Department examines recent sales of properties within the County. Before a sale is used in the assessment analysis, it is carefully researched to ensure that it is an accurate market value transaction. These sales are then used as indicators for the formation of market value assessments for all properties.

The valuation date for all residential properties is July 1<sup>st</sup> of the previous year. This means that the assessed value of residential property represents the most probable selling price of the property as of July 1<sup>st</sup>, 2021.

In 2021, the residential market growth analysis conducted by the Assessment Department reported a 6.72% increase in residential market values. The following chart outlines that growth.

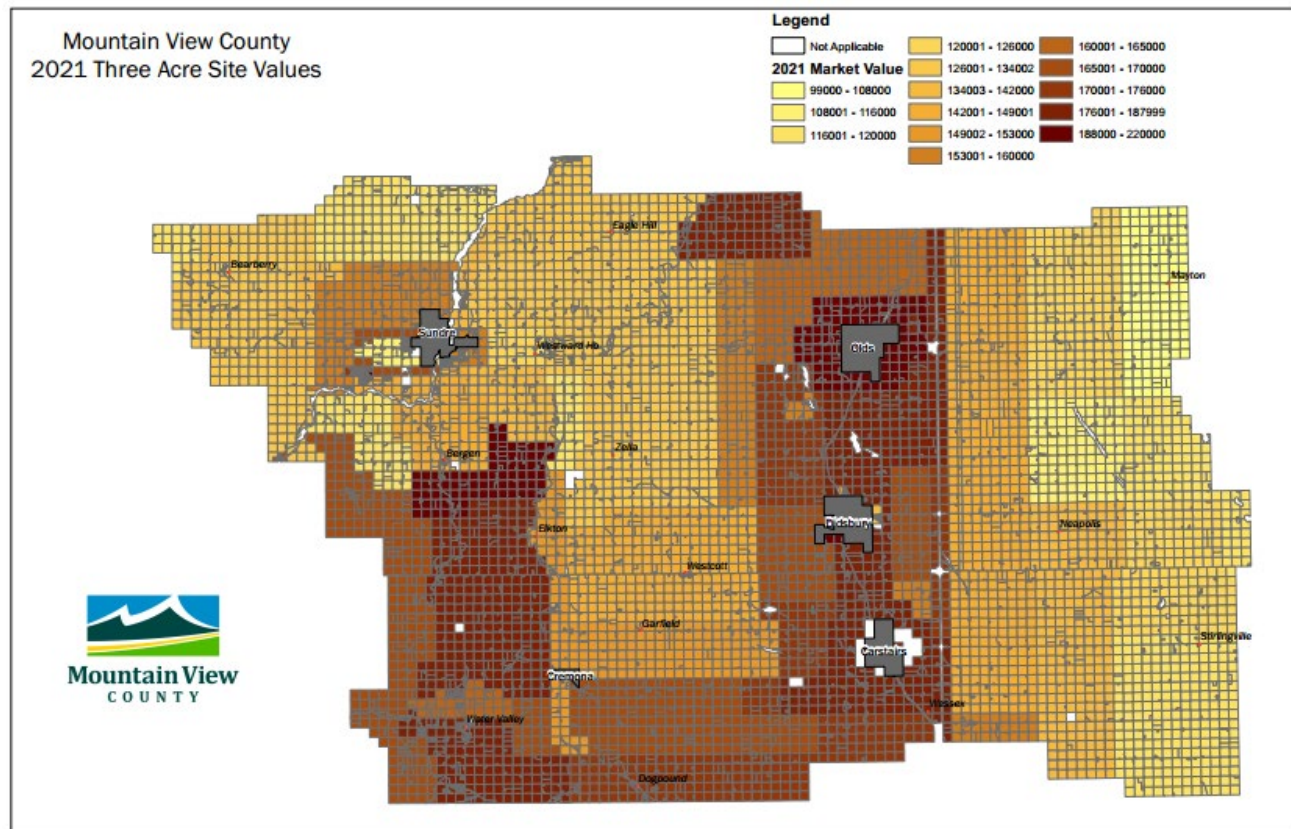
	2020 Assessment	Real Growth	Market Growth	Total
Residential & Residential DIP\$	2,393,765,450	33,708,160	127,163,510	2,554,637,120
Residential & Residential DIP%		1.41%	5.31%	6.72%

Because Rural Municipalities typically lack large amounts of residential sales, the use of three years of sales can show substantial changes from year to year depending on the overall change and population of sales within a particular time frame or market location.

### (3.1.1) Residential Land

The residential land market analysis conducted by the Assessment Department involved a total of 356 sales which were used in the analysis. These sales occurred between July 1<sup>st</sup>, 2018 and June 30<sup>th</sup>, 2021. In some instances, there may be minimal increases as when market value is determined, it is based on the vacant and improved sales. Improved sales may reduce the impact if during the valuation process the improvement values decrease.

The following map shows the value of bare land throughout the County. These figures are based on 3-acre site values.





### (3.1.2) Residential Buildings and Structures

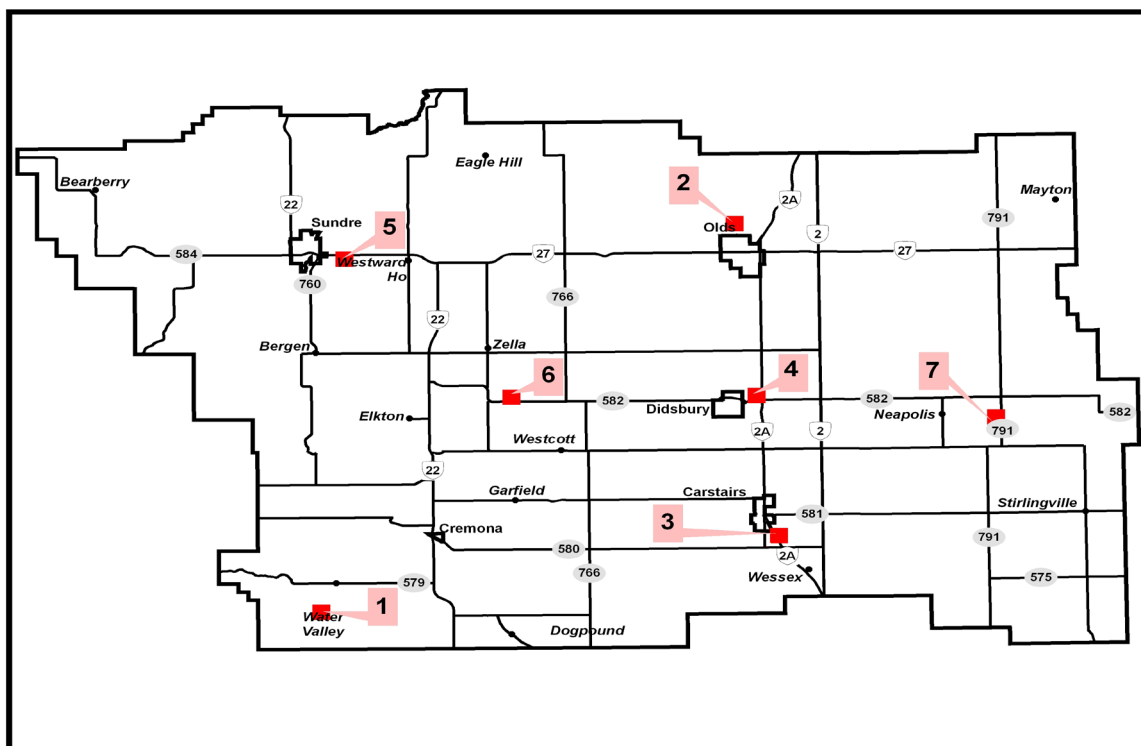
The residential improvement market analysis conducted by the Assessment Department involved a total of 519 sales which were used in the analysis. Although most building assessments increased, a small portion of properties experienced a decrease due to normal annual physical depreciation being applied. These sales occurred between July 1<sup>st</sup>, 2018 and June 30<sup>th</sup>, 2021.

### (3.1.3) Residential Comparisons

The market value of a property depends upon many factors; one of these factors is location. The following information will show an average residence valued at different locations throughout the County in 2020 and 2021.

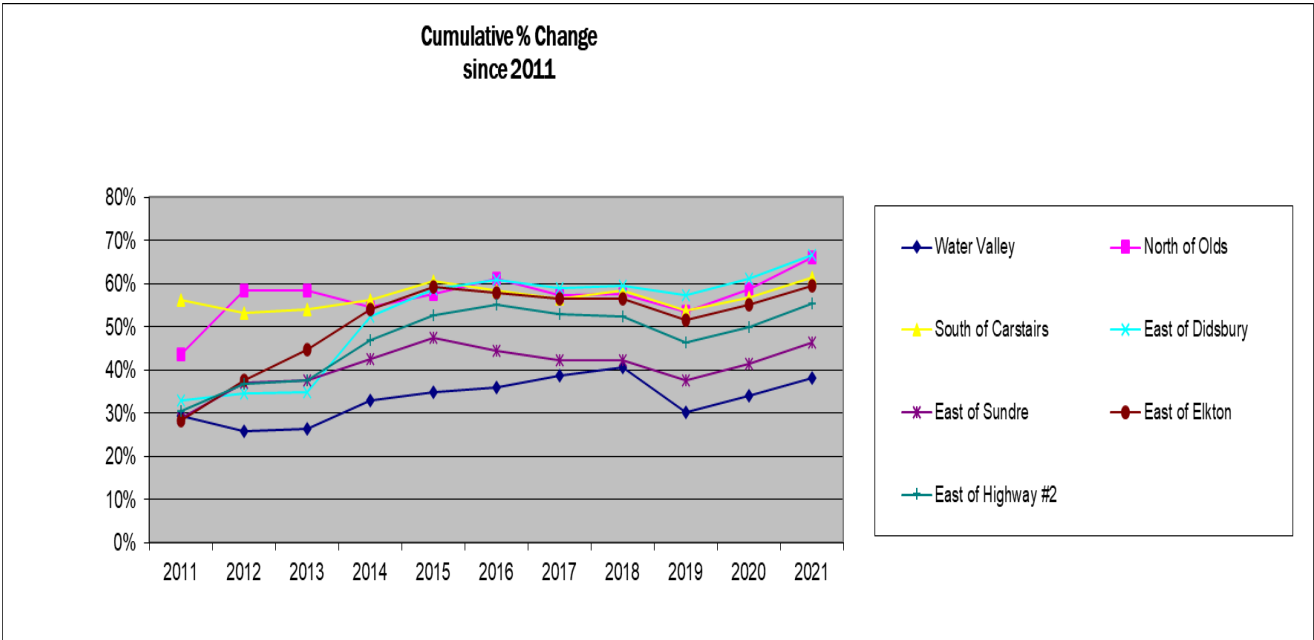
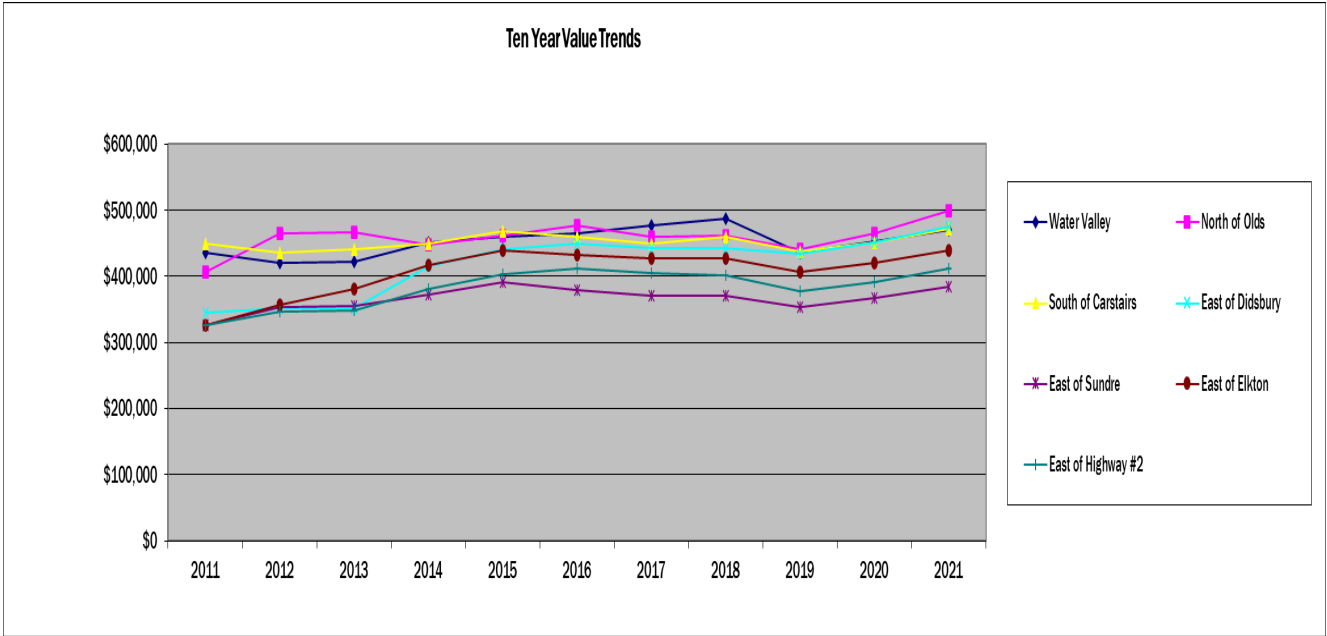
The hypothetical residence being valued is a 1,400 square foot average quality bungalow built in 1990. It is being valued on a 3-acre site. The following chart shows the valuations for this property in 2020 and 2021. The changes of the assessments occurred as either an increase or decrease in market land values over a two-year period.

Map #	Location	Assessed Value July 1, 2020	Assessed Value July 1, 2021	Percentage Increase
1	Water Valley	452,870	470,890	3.98%
2	North of Olds	464,870	498,890	7.32%
3	South of Carstairs	450,870	471,890	4.66%
4	East of Didsbury	451,320	476,040	5.48%
5	East of Sundre	366,870	384,890	4.91%
6	East of Elkton	420,870	438,890	4.28%
7	East of Highway #2	391,370	412,390	5.37%



Outlined below is the value of each of the compared properties shown over ten years.

The following graph outlines the % growth that the compared properties experienced over the last ten years.



### (3.2) Non-residential

Non-residential properties are any land, buildings or portion of a building or land that has a commercial or industrial use.

In 2021 the market data provided evidence to support a decrease in the land and building values of commercial and industrial properties within the commercial subdivisions in the County. The total taxable increase in assessment was 4.70%.

The following chart outlines the current growth in 2021.

	2020 Assessment	Real Growth	Market Growth	Total
Non-Residential & Non Res. DIP\$	331,947,400	7,780,930	7,812,230	347,540,560
Non-Residential & Non Res. DIP %		2.34%	2.35%	4.70%

### (3.3) Machinery and Equipment

Machinery and equipment is assessed based on regulated rates set out by the Provincial government or based upon reported costs.

Machinery and equipment assessments have increased this year resulting in a taxable assessment increase of 11.13%. The increase came about because there was new construction within the County. Generally, without new facilities being built, the equipment depreciates rapidly and assessed value is lost annually.

	2020 Assessment	Real Growth	Market Growth	Total
Machinery and Equipment & M&E DIP\$	478,898,870	53,273,350	29,230	532,201,450
Machinery and Equipment & M&E DIP%		11.12%	0.01%	11.13%

### (3.4) Farmland

Farmland is not assessed at market value. Farmland is assessed using a provincially regulated base rate, which is currently \$350 per acre for 100% productive land. The rate decreases if land characteristics affect the ability to earn farm income.

The regulated rates used for farmland valuation did not change in 2021. The only change was a slight reduction in the total acres of farmland due to subdivisions. The following chart outlines the current growth.

	2020 Assessment	Real Growth	Market Growth	Total
Farmland & Farmland DIP \$	158,562,980	-168,330	0	158,394,650
Farmland & Farmland DIP %		-0.11%	0.00%	-0.11%

### (3.5) Linear

In the province of Alberta, the linear property assessment is a regulated valuation process conducted by Municipal Affairs on behalf of municipalities. Linear properties include pipelines, wells, electric power systems, electric power generation, telecommunications systems, rail lines and cable distribution undertakings. Regulated valuation means there is legislation and regulations that provides the definitions, the process for preparation, as well as the calculation formulas to determine an assessment which can be found in the 2021 Linear Property Assessment Ministers Guidelines. The assessment process uses information from regulators such as the Alberta Energy Regulator (AER) or the Alberta Utilities Commission (AUC) and linear property owners request for information returns and applies a rate to the length of a pipeline, a power line or a telecommunication fiber; or to the depth of a well to determine its assessment. Electric power generation is assessed based on the actual project cost less excluded cost laid out in legislation and regulations (Construction Cost Reporting Guide - CCRG). The following chart shows the categories of linear assessment and their changes over the last year.

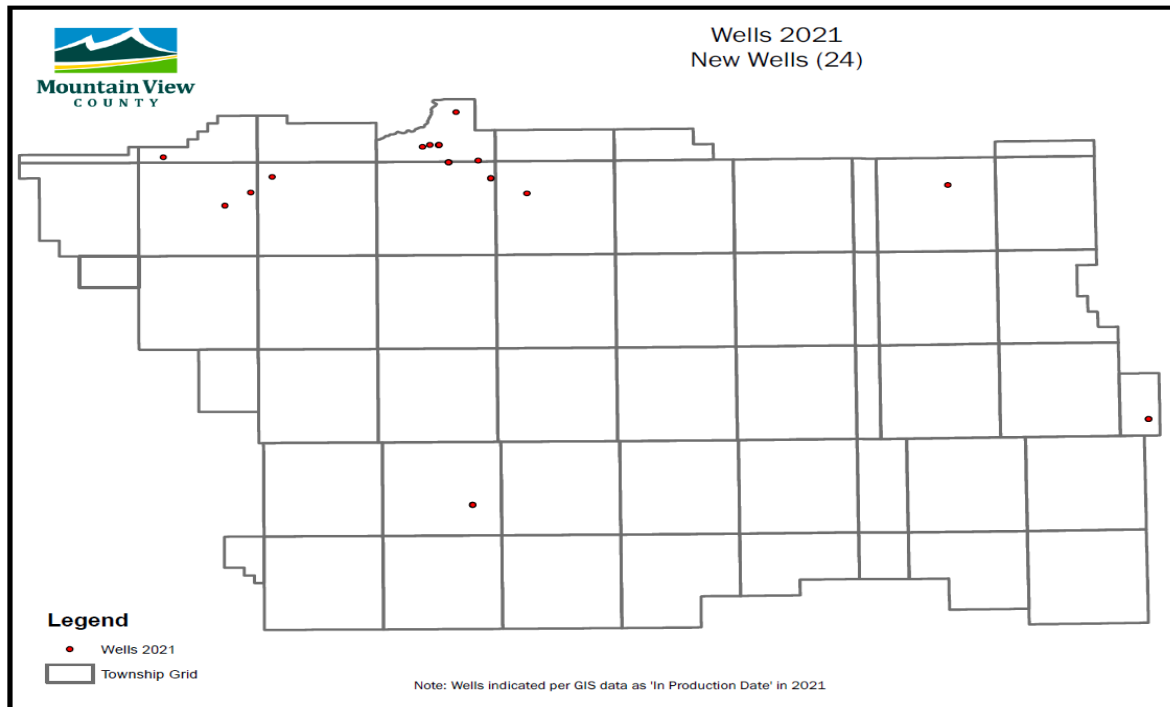
	2020 Assessment	Growth	% Change Due to Growth	Change Due to Inflation	% Change due to Inflation	Change Due to Policy	% Change Due to Policy	Total	% Overall Change	% of Total Linear Assessment
Cable Distribution	704,820	0	0.00%	36,230	5.14%	\$0	0.00%	741,050	5.14%	0.06%
Electric Power	84,878,180	1,632,730	1.92%	-677,160	-0.80%	\$0	0.00%	85,833,750	1.13%	6.91%
Electric Power Generation	29,373,670	0	0.00%	-613,520	-2.09%	\$0	0.00%	28,760,150	-2.09%	2.32%
Pipeline	604,062,300	-1,912,020	-0.32%	-238,770	-0.04%	\$0	0.00%	601,911,510	-0.36%	48.47%
Railway	11,951,010	1,037,110	8.68%	1,771,110	14.82%	\$0	0.00%	14,759,230	23.50%	1.19%
Telecommunications	8,480,450	880	0.01%	410,150	4.84%	\$0	0.00%	8,891,480	4.85%	0.72%
Wells	491,346,110	-2,189,000	-0.45%	11,674,320	2.38%	\$0	0.00%	500,831,430	1.93%	40.33%
<b>Total</b>	<b>1,230,796,540</b>	<b>-1,430,300</b>	<b>-0.12%</b>	<b>12,362,360</b>	<b>1.00%</b>	<b>0</b>	<b>0.00%</b>	<b>1,241,728,600</b>	<b>0.89%</b>	<b>100.00%</b>

The overall Linear change for the 2021 Assessment shows a 0.89% increase, with the greatest decrease within the Electric Power Generation category showing a **-2.09%**, followed by the Linear Pipeline classification at **-0.36%**. All other categories showed increases with greatest increase being reflected in the Railway category showing an overall increase of 23.50%.

	2020 Assessment	Real Growth	Market Growth	Total
Linear \$	1,230,796,540	-1,430,300	12,362,360	1,241,728,600
Linear %		-0.12%	1.00%	0.89%

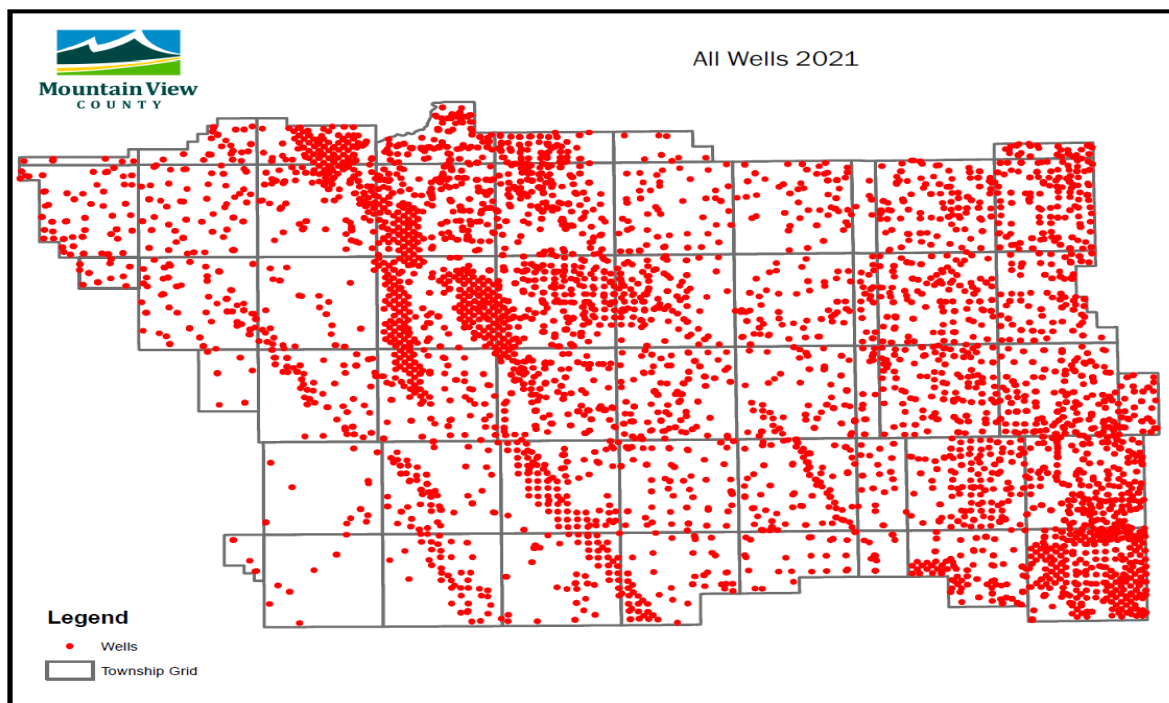
### (3.5.1) Wells

In 2021 the assessment of wells saw an overall change of 1.93%. Our GIS records show twenty-four (24) new wells were drilled in 2021; this can be compared to 105 wells that were drilled in 2014. The following maps illustrate the location of all wells in the County, and the location of the newly drilled wells.



Wells – 2021 All Wells

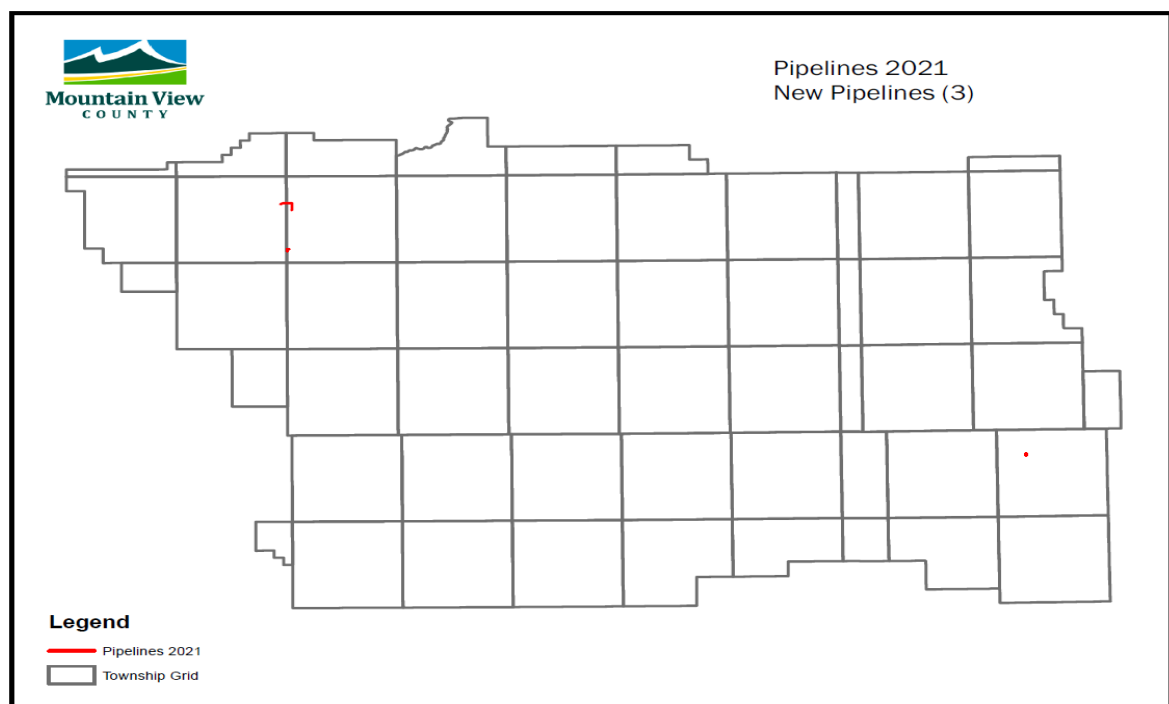




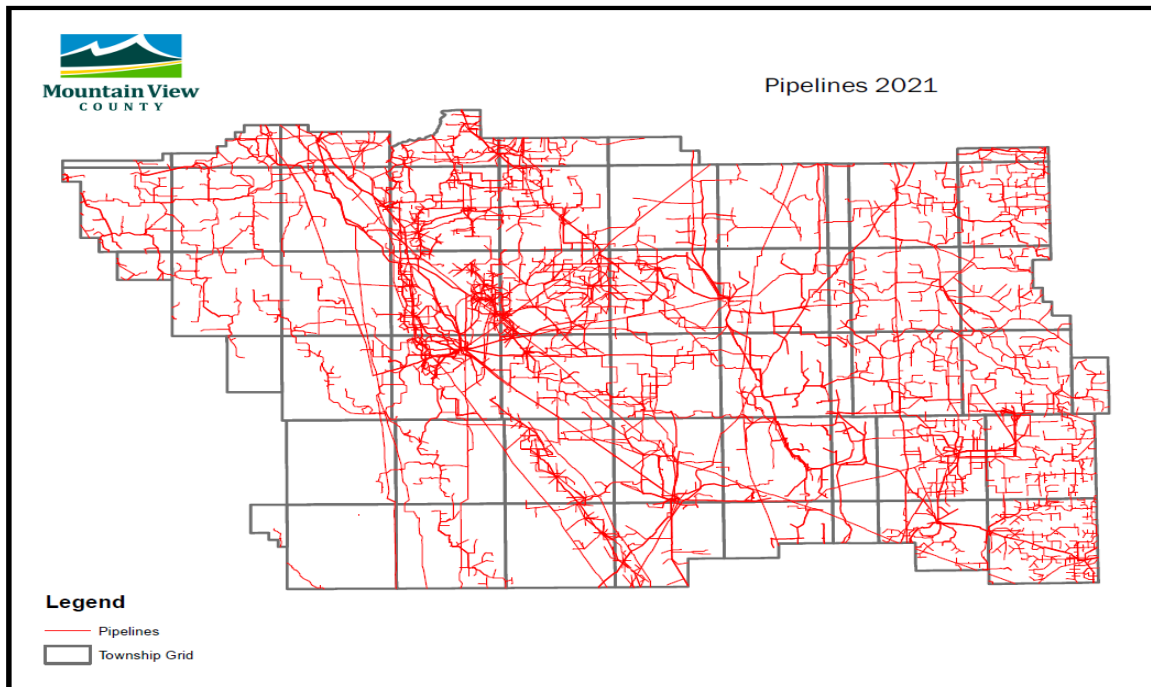
### (3.5.2) Pipeline

In 2021 there was some new construction of pipelines, however more was removed which amounted to a **-0.36%** overall decrease.

The following map outlines the new pipeline constructed in the County in 2021.



Below, is an overall picture of the combined pipelines within Mountain View County



### (3.6) Assessment Audit

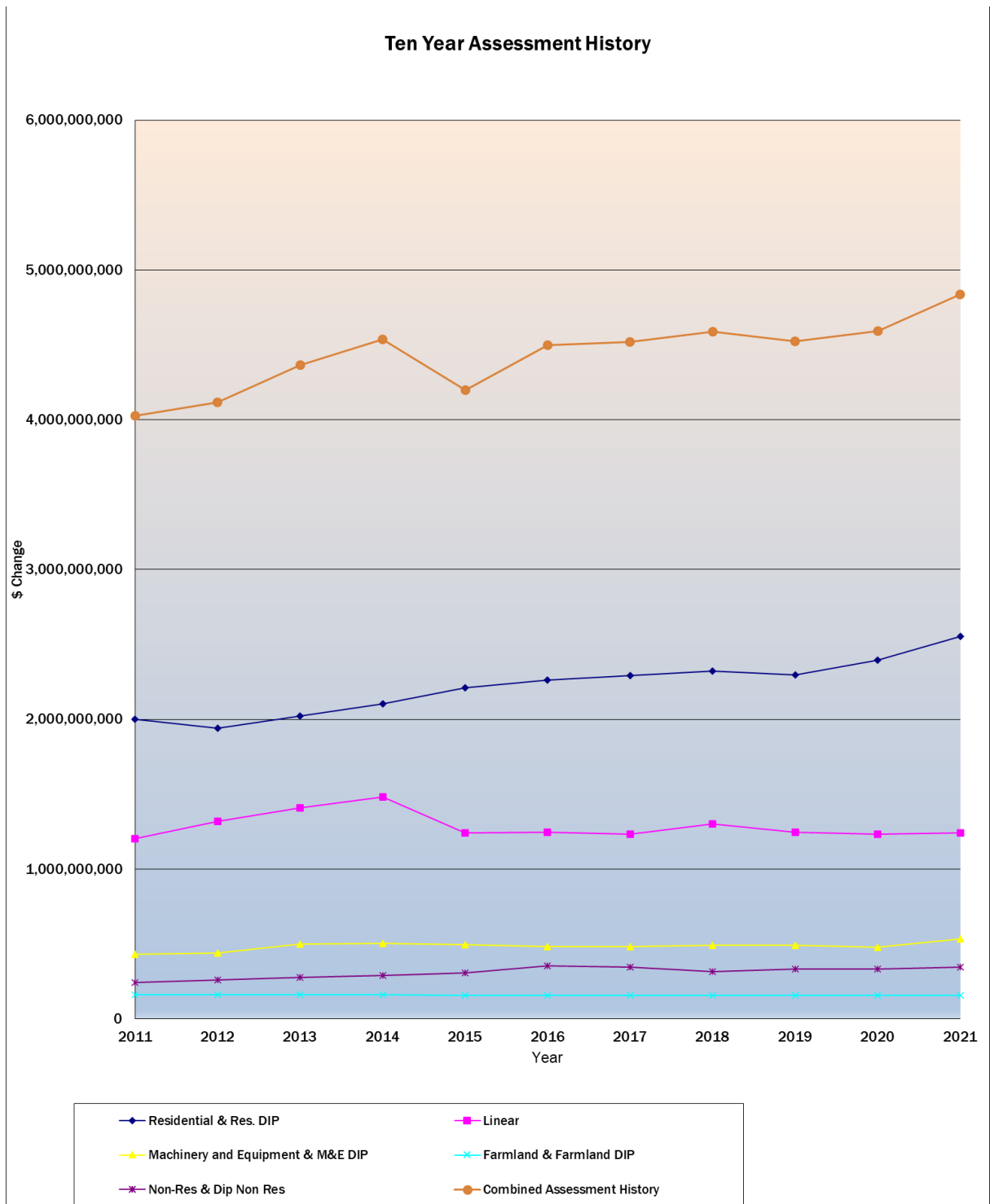
Each year the Provincial Assessment Audit Unit reviews assessment procedures of municipalities to ensure that they are consistent with assessment legislation. Its purpose is to ensure that municipal assessments have been done properly, and in a fair manner. Inspections are conducted through annual audits or detailed audits, which are performed every five years.

The Assessment Audit Unit analyzes the assessment to sales ratios (ASR's) in a municipality to determine the accuracy of the assessments. These ASR's are calculated by comparing the assessment of an individual property with the sale value of that same property. This means that a municipality will not pass its audit if properties are selling for significantly more or less than their assessed value.

The Assessment Audit Unit required the declaration of the assessment roll by February 28<sup>th</sup>, 2022. The assessment roll was declared on February 23, 2022. The assessment has passed the first stage of annual audit with a *Final Rating of 97.4% for the residential classification and 102.1% for the Non-Residential category.*

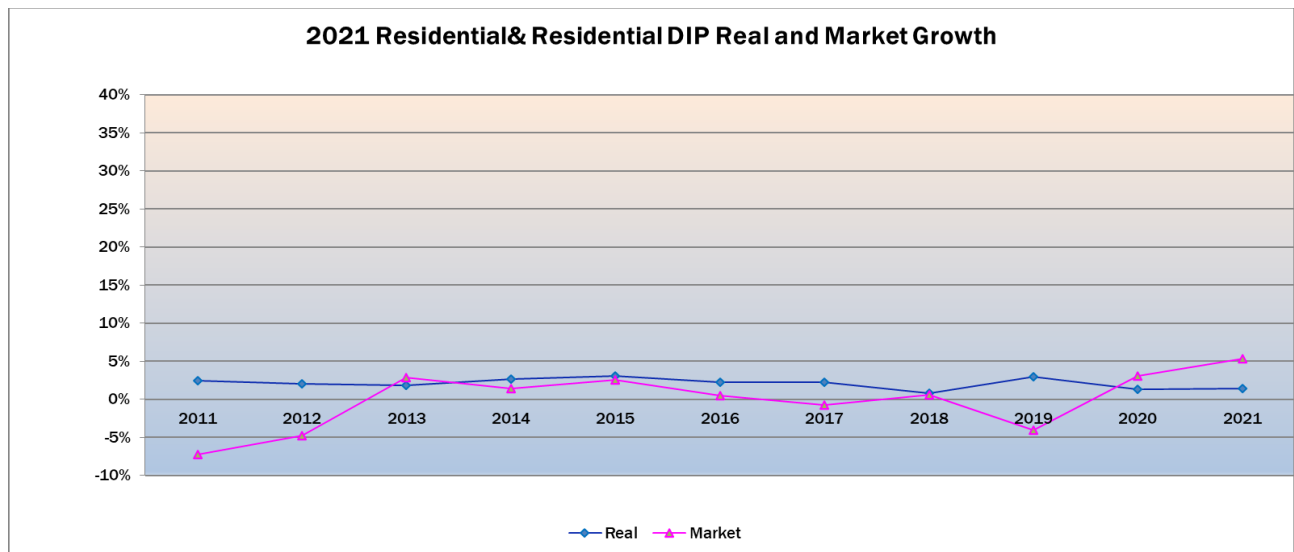
#### (4.0) History

This year the combined growth that has occurred shows an increase over last year mainly because of the Residential and Residential DIP. The following graph shows the ten-year change in assessment for each class of property along with a visual of the Combined Assessment History.



#### (4.1) Residential Growth History

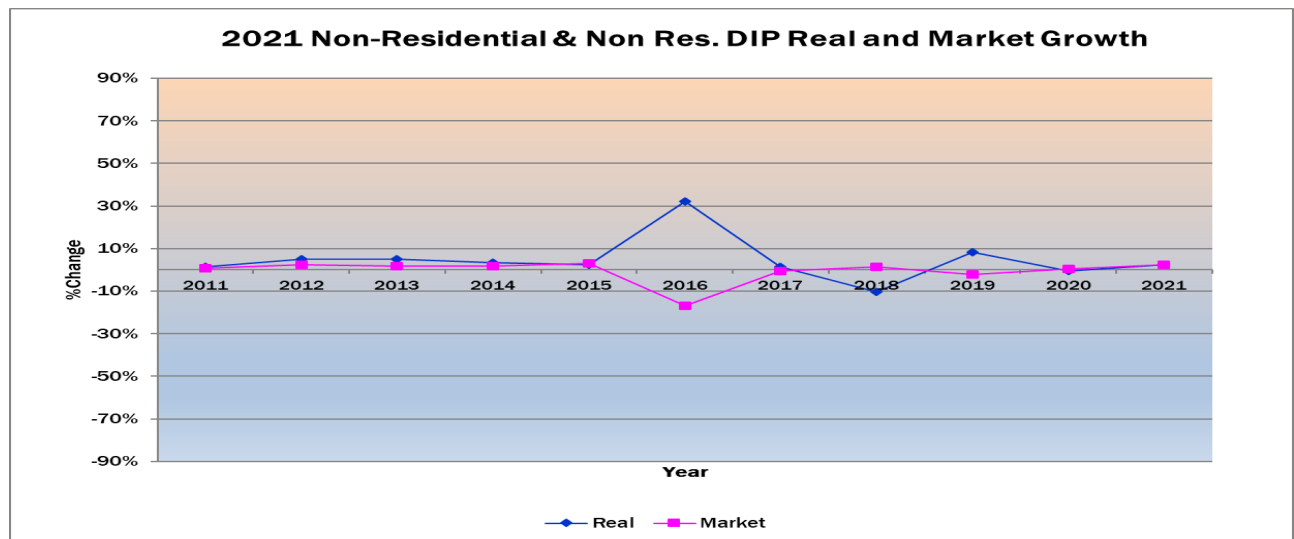
Residential market growth in 2021 showed an increase this year of a 6.72% overall combined growth. The following graph shows a history of the real and market growth shown by percentage of the total assessment.



#### (4.2) Non-residential and Non-Residential DIP Growth History

Non-residential and Non-Residential DIP growth is showing an overall increase of 4.70% this year. Contributing to this are increases in both categories with a real growth increase of 2.34% and an increase in market growth of 2.35%. Much of the market growth occurred within the non-residential land, a new DIP project going online and a slight increase in Marshall & Swift Rates. The land rates have been low due to lack of sales but with the use of multiple years of sales we are continuing to update the values.

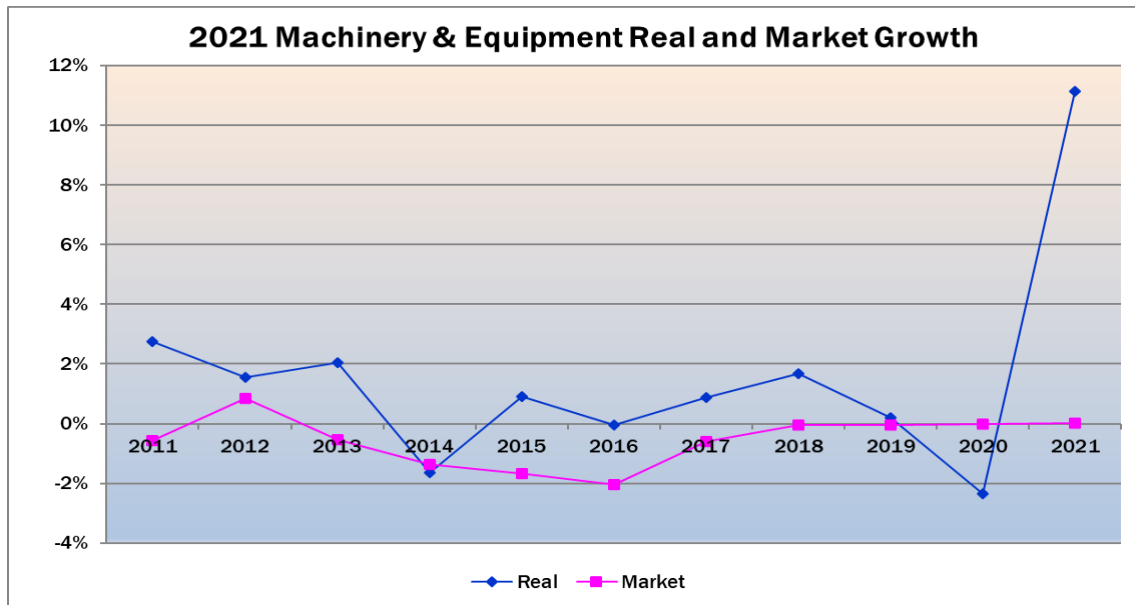
The following graph shows a history of the real and market growth shown by percentage of the total assessment.



#### (4.3) Machinery and Equipment Growth History

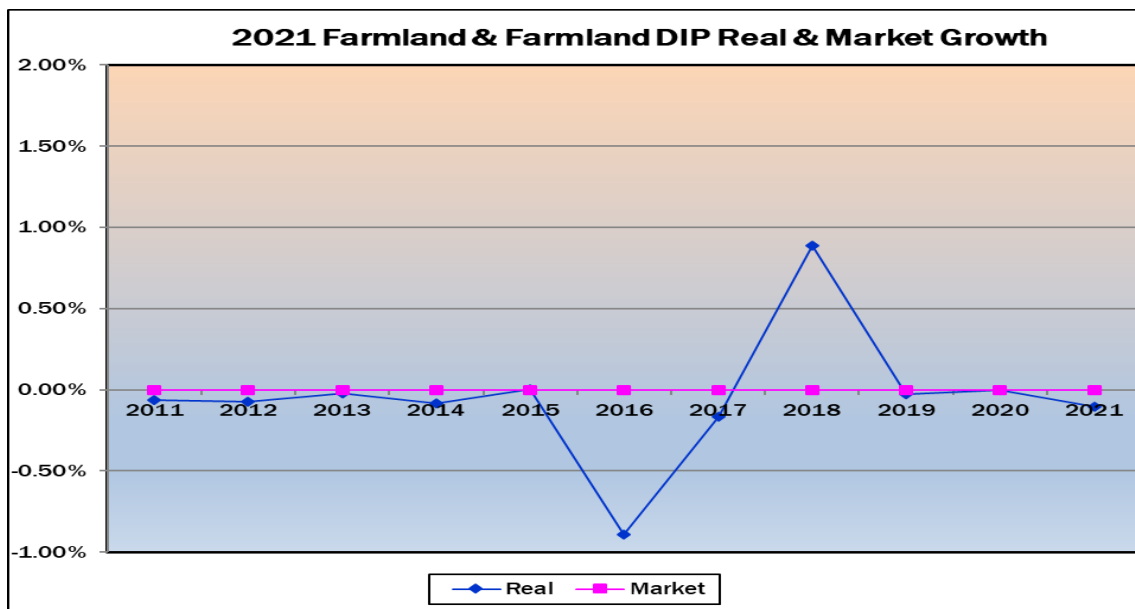
Machinery and Equipment real growth has showed an increase in assessment. The following graph shows a history of the real and market growth shown by percentage of the total assessment. An overall increase of 11.13% was realized in this category for the 2021 assessment year. The increase is a result of an expansion of a Nova Gas Compressor station near Didsbury.





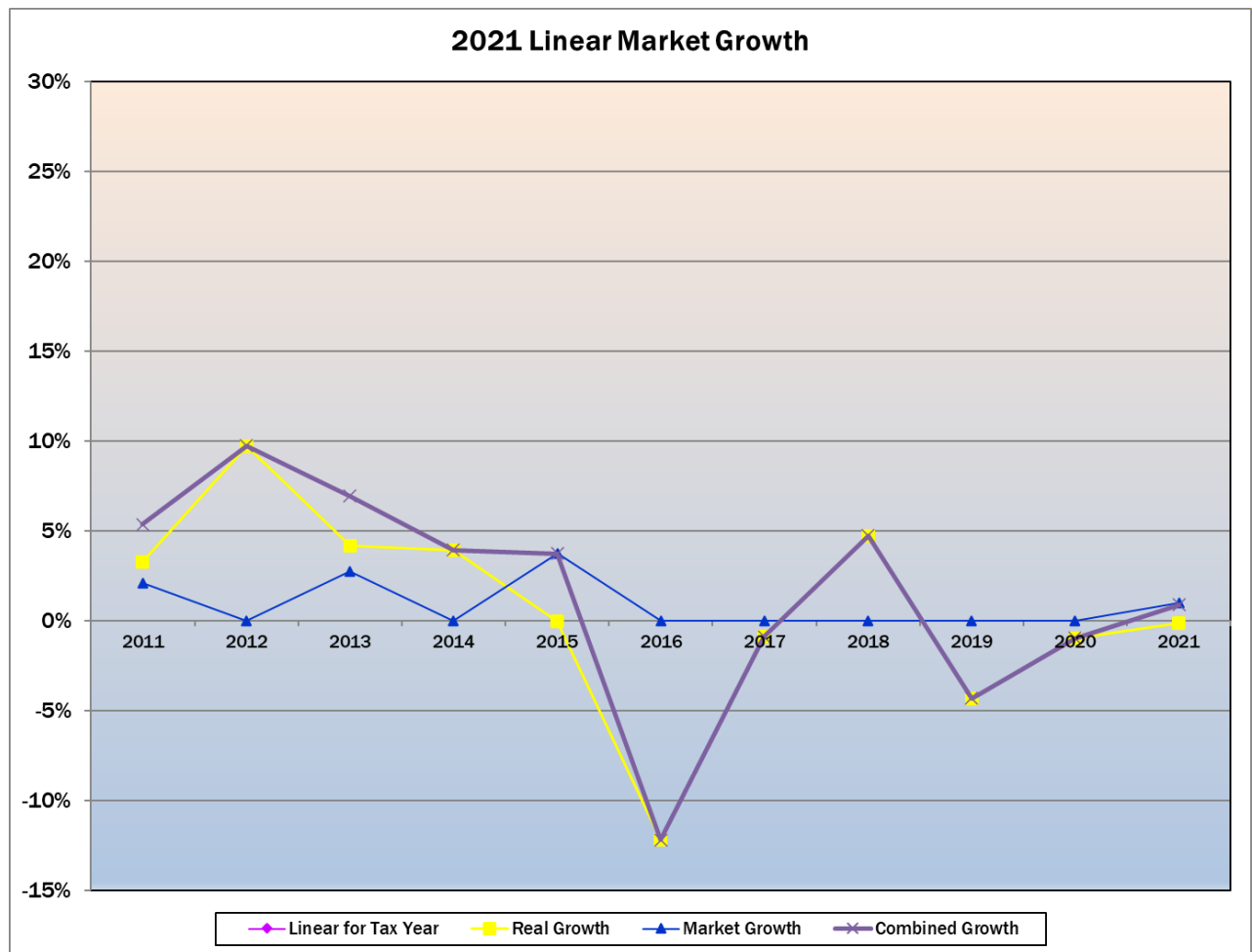
#### (4.4) Farmland Growth History

The farmland market growth will show up as zero on this graph because the regulated rate has not changed. In 2021 there was a real growth decrease of **-0.11%** due to subdivisions and properties changing class from a regulated farmland assessment to market value. The graph shows a history of the real growth shown by percentage of the total assessment. Spikes in farmland loss are generally due to annexation or due to the addition or removal of market value sites from well sites as noted below in 2016 and 2018.



#### (4.5) Linear Growth History

The following graph shows a ten-year history of the changes shown by percentage of the total assessment between 2011 and 2021. The overall change within the linear assessment category was 0.89%.



#### (5.0) Communication

The Assessment Department considers communication to be a high priority. There are several methods used to communicate with property owners effectively throughout the year.

The first method used is mass communication. More specifically, newspaper articles are used to inform property owners of Assessment Department inspections, assessment methodology, market information, and tax due dates. Radio advertisements are also used to inform the public of tax due dates.

The second method used is through mail-outs. Letters are sent when information needs to be communicated to a specific segment of property owners. Some of the recent property owners received Request for Information letters to the properties within the reinspection areas of the County.

The last method of communication used is direct communication, either in person, email or over the phone with assessment staff. At the time of inspection owners are informed as to any changes being made to their assessment. If a property owner is not home during an inspection, a written message may be left requesting that they call the assessor for more information. Assessors are available to answer questions or concerns during business hours.

#### **(6.0) Significant Changes to Assessment and Taxation Policy**

The change in how shallow gas wells, their associated pipelines and how they are assessed in the province has been maintained. A three-year tax holiday on new wells will be introduced for 2021 assessment year, 2022 tax year. Well drilling equipment tax is eliminated for 2021, with intent to remove from the MGA.

#### **(7.0) Other Issues**

##### **(7.1) Market Location Map Overhaul**

The market location map is used in the analysis of land values. It has been several years since the maps boundaries have been adjusted. In 2010 an overhaul of this map was started and has continued in 2017 and to the future. This change will result in more accurate assessments that will further reflect changes in market trends. At this time market location reviews continue in the form of tightening value brackets of comparable market locations within the county.

##### **(7.2) Review of RV sites**

Recreational properties are reviewed annually to detail site inventories and ensure equity. A discussion presentation to Council was completed in 2019 indicating that the Assessment Department was preparing to assess all trailers to ensure equity in assessment based on a Municipal Government Board Decision.

In the 2021 assessment year, a total of \$23,335,340 of the residential assessment base was attributed to the valuation of travel trailers through the different R.V Parks throughout the County.

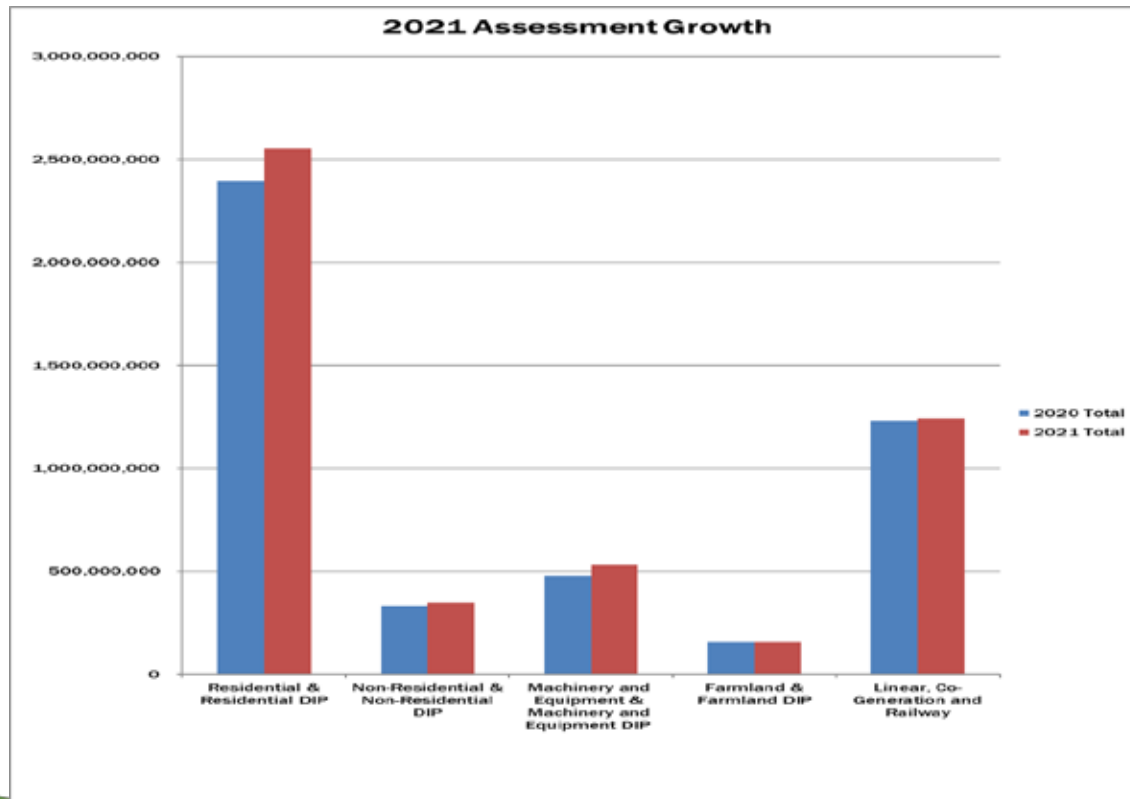


# Market Summary Report For the 2021 Assessment Year (2022 Tax Year)



# 2021 Assessment Overview

	2020 Total	2021 Total	2021 Change \$	2021 Change %
Residential & Residential DIP	2,393,765,450	2,554,637,120	160,871,670	6.72%
Non-Residential & Non-Residential DIP	331,947,400	347,543,380	15,595,980	4.70%
Machinery and Equipment & Machinery and Equipment DIP	478,898,870	532,201,450	53,302,580	11.13%
Farmland & Farmland DIP	158,562,980	158,394,650	-168,330	-0.11%
Linear, Co-Generation and Railway	1,230,796,540	1,241,728,600	10,932,060	0.89%
Total	4,593,971,240	4,834,505,200	240,533,960	5.24%





# Designated Industrial Property

- Designated Industrial Properties are:
  - Facilities regulated by the Alberta Energy Regulator, Alberta Utilities Commission, or the National Energy Board
  - Linear property
  - Property designated as a major plant by the regulations
- Designated Industrial Properties are under the responsibility of the Provincial Assessor.
- MVC has been in a hybrid contract with the Provincial Assessors office to perform the assessment duties of these properties since 2018. Currently we are in contract until March 31, 2023.

# Linear Assessment

- Linear property assessment is a regulated valuation process conducted by Municipal Affairs on behalf of municipalities.
- Linear properties include:
  - Pipelines
  - Wells
  - Electric power systems
  - Electric power generation
  - Telecommunications systems
  - Rail lines
  - Cable distribution
- Regulated valuation means there is legislation and regulations that provides the definitions, the process for preparation, as well as the calculation formulas to determine an assessment which can be found in the 2021 Linear Property Assessment Ministers Guidelines.

# 2021 Linear Assessment

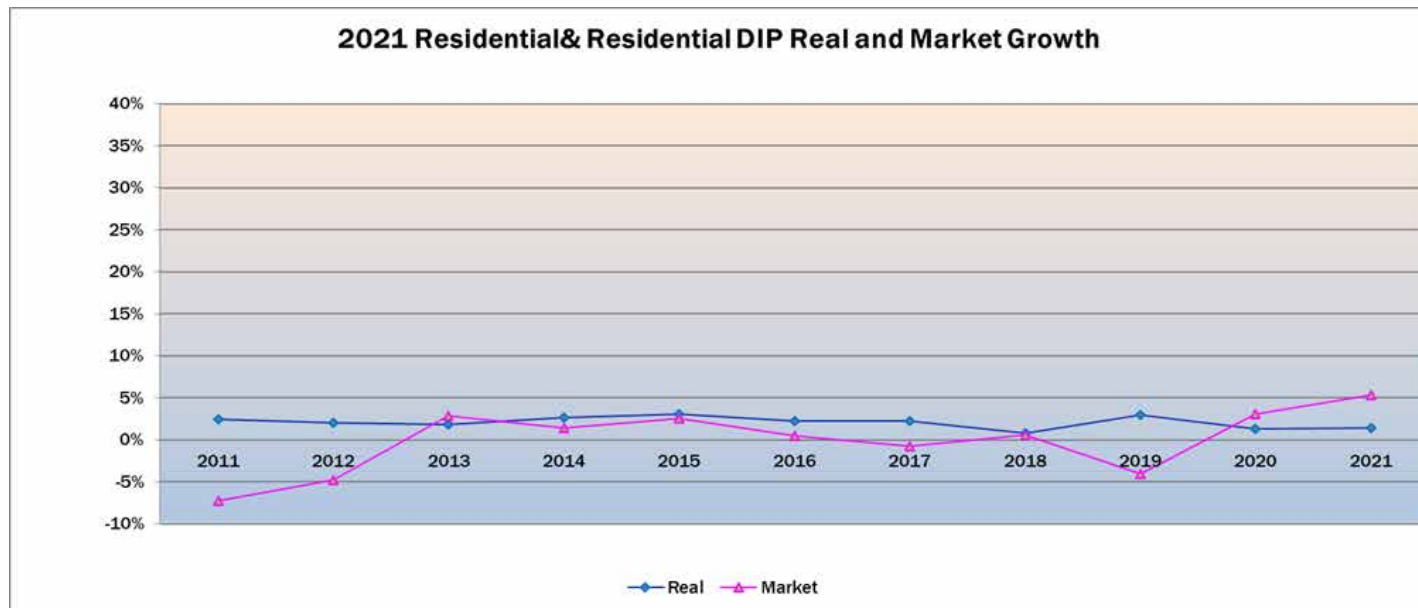
	2020 Assessment	Growth	% Change Due to Growth	Change Due to Inflation	% Change due to Inflation	Change Due to Policy	% Change Due to Policy	Total	% Overall Change	% of Total Linear Assessment
Cable Distribution	704,820	0	0.00%	36,230	5.14%	\$0	0.00%	741,050	5.14%	0.06%
Electric Power	84,878,180	1,632,730	1.92%	-677,160	-0.80%	\$0	0.00%	85,833,750	1.13%	6.91%
Electric Power Generation	29,373,670	0	0.00%	-613,520	-2.09%	\$0	0.00%	28,760,150	-2.09%	2.32%
Pipeline	604,062,300	-1,912,020	-0.32%	-238,770	-0.04%	\$0	0.00%	601,911,510	-0.36%	48.47%
Railway	11,951,010	1,037,110	8.68%	1,771,110	14.82%	\$0	0.00%	14,759,230	23.50%	1.19%
Telecommunications	8,480,450	880	0.01%	410,150	4.84%	\$0	0.00%	8,891,480	4.85%	0.72%
Wells	491,346,110	-2,189,000	-0.45%	11,674,320	2.38%	\$0	0.00%	500,831,430	1.93%	40.33%
<b>Total</b>	<b>1,230,796,540</b>	<b>-1,430,300</b>	<b>-0.12%</b>	<b>12,362,360</b>	<b>1.00%</b>	<b>0</b>	<b>0.00%</b>	<b>1,241,728,600</b>	<b>0.89%</b>	<b>100.00%</b>

# Residential

- Residential is defined in the MGA as those property that are is not classed as farmland, machinery and equipment or non-residential and that are used for living accommodation.
- All residential properties are provincially legislated to be assessed based on market value. This is achieved using mass appraisal and median values.
- The valuation date for all residential properties is July 1<sup>st</sup> of the previous year. This means that the assessed value of residential property represents the most probable selling price of the property as of July 1<sup>st</sup>, 2021.

# Residential

	2020 Assessment	Real Growth	Market Growth	Total
Residential & Residential DIP\$	2,393,765,450	33,708,160	127,163,510	2,554,637,120
Residential & Residential DIP%		1.41%	5.31%	6.72%





# Residential Comparisons

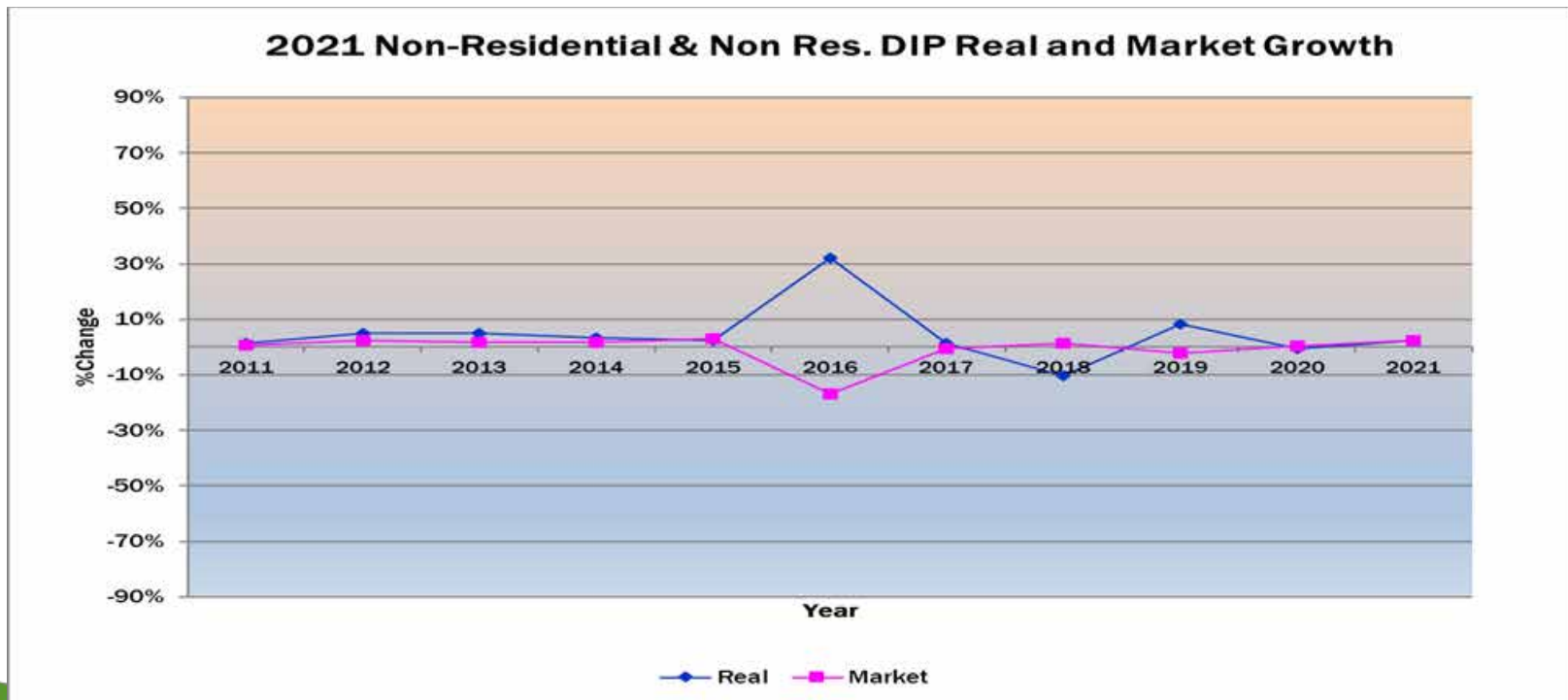
Map #	Location	Assessed Value July 1, 2020	Assessed Value July 1, 2021	Percentage Increase
1	Water Valley	452,870	470,890	3.98%
2	North of Olds	464,870	498,890	7.32%
3	South of Carstairs	450,870	471,890	4.66%
4	East of Didsbury	451,320	476,040	5.48%
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6	East of Elkton	420,870	438,890	4.28%
7	East of Highway #2	391,370	412,390	5.37%

# Non-Residential

- Non-residential properties are any land, buildings or portion of a building or land that has a commercial or industrial use.
- The non-residential class does not include farmland or land that is used for living accommodation.
- All non-residential properties are provincially legislated to be assessed based on market value.
- The valuation date for all non-residential properties is July 1<sup>st</sup> of the previous year. This means that the assessed value of residential property represents the most probable selling price of the property as of July 1<sup>st</sup>, 2021.

# Non-Residential & Non-Residential DIP

	2020 Assessment	Real Growth	Market Growth	Total
Non-Residential & Non Res. DIP\$	331,947,400	7,780,930	7,812,230	347,540,560
Non-Residential & Non Res. DIP %		2.34%	2.35%	4.70%

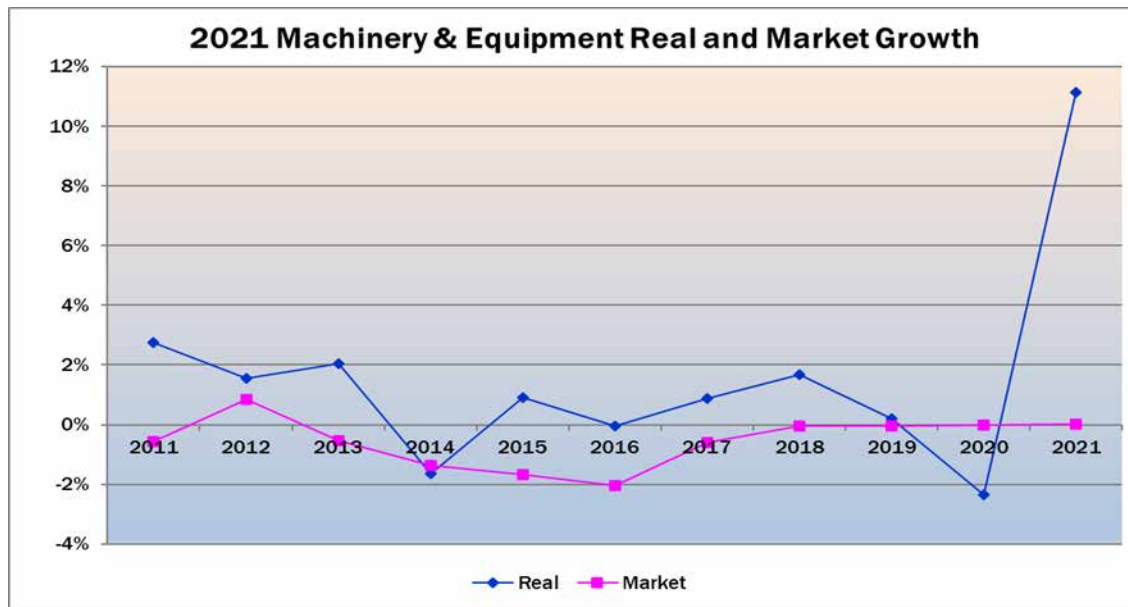


# Machinery and Equipment

- Machinery and equipment means materials, devices, fittings, installations, appliances, apparatus and tanks, that forms an integral part of an operational unit intended for or used in manufacturing and processing.
- Machinery and equipment is assessed based on regulated rates set out by the Provincial Government or based upon reported costs.
- Machinery and equipment is assessed per the 2021 Alberta Machinery and Equipment Assessment Minister's Guidelines.

# Machinery & Equipment and Machinery & Equipment DIP

	2020 Assessment	Real Growth	Market Growth	Total
Machinery and Equipment & M&E DIP\$	478,898,870	53,273,350	29,230	532,201,450
Machinery and Equipment & M&E DIP%		11.12%	0.01%	11.13%



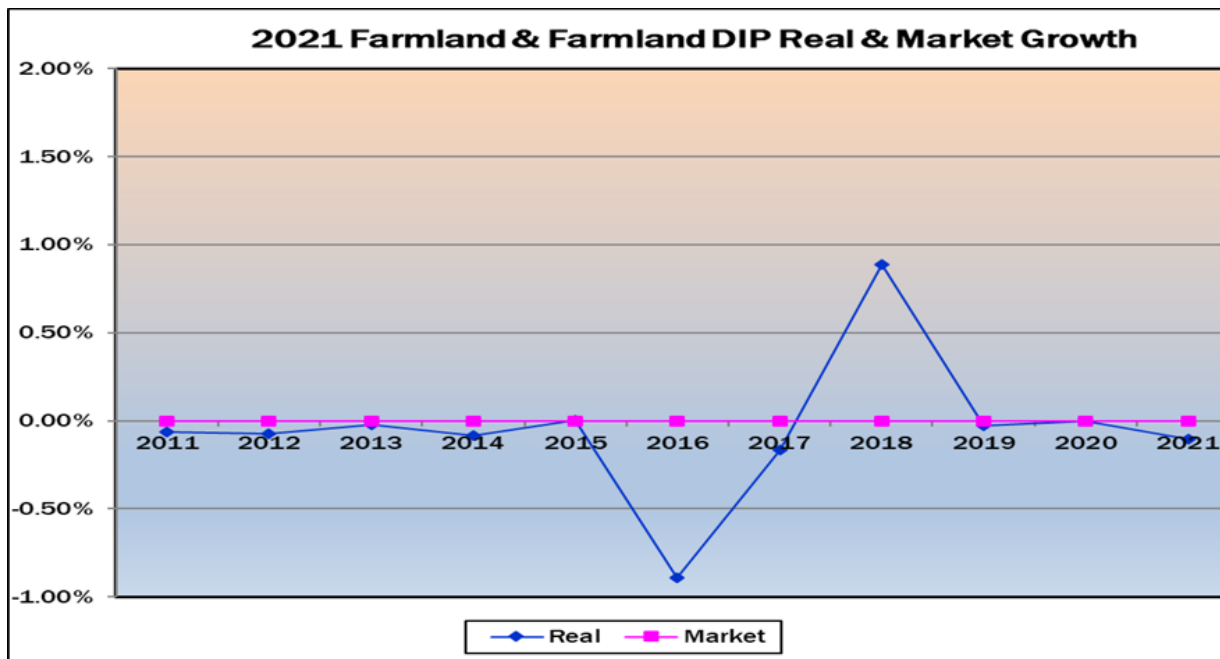


# Farmland

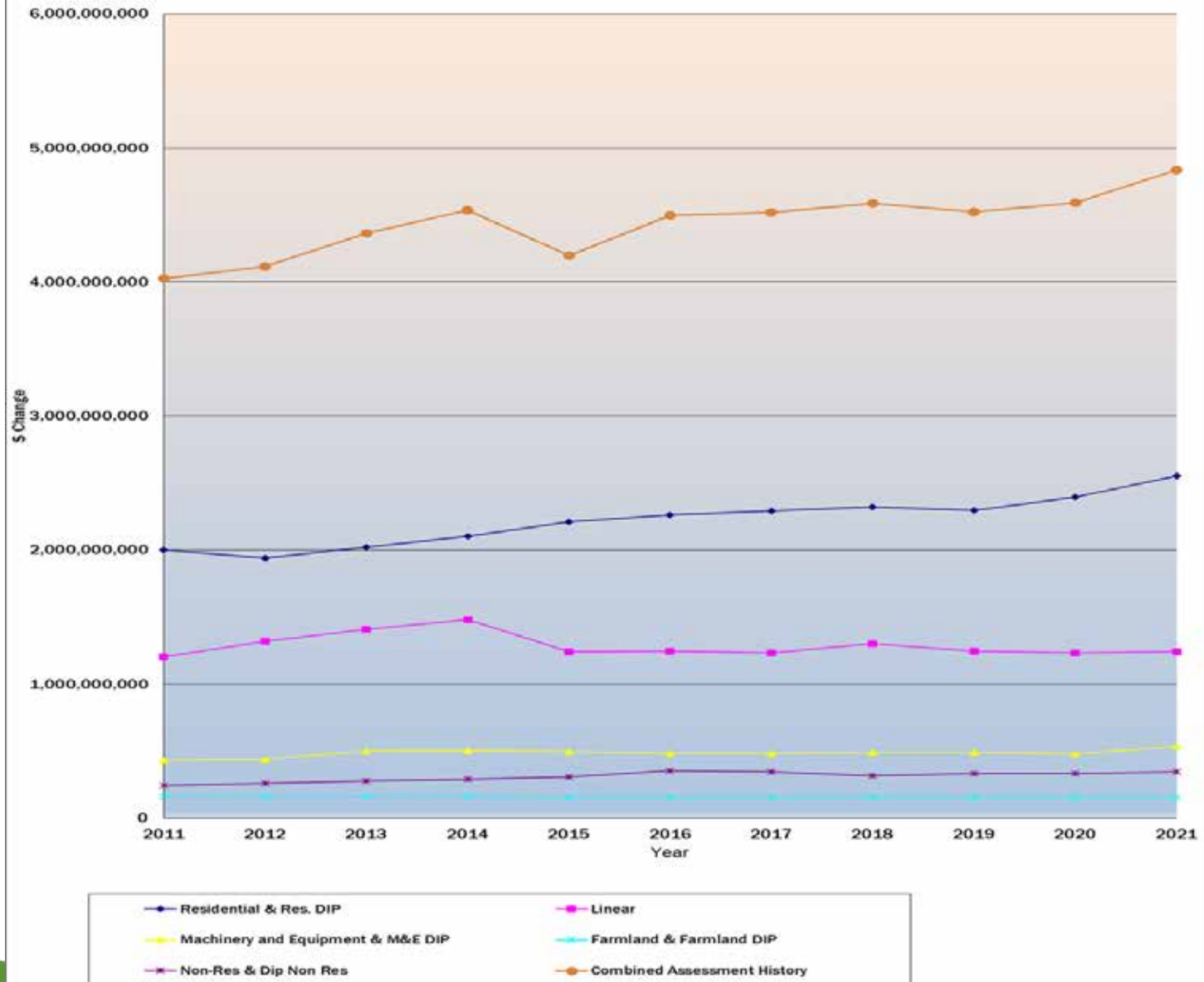
- Farmland is assessed using provincially regulated rates.
- The current base rate is \$350 per acre for 100% productive land.
- Farmland assessment is not a reflection of market value.

# Farmland and Farmland DIP

	2020 Assessment	Real Growth	Market Growth	Total
Farmland & Farmland DIP \$	158,562,980	-168,330	0	158,394,650
Farmland & Farmland DIP %		-0.11%	0.00%	-0.11%



# Ten Year Assessment History



# Questions?





**Mountain View**  
C O U N T Y

# Regular Council Meeting

## Request for Decision

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CAO Services

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**Date:** May 11, 2022

**SUBJECT:** Legacy Land Trust Society Sponsorship Request

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**RECOMMENDATION:** That Council purchase a Gold sponsorship for the Legacy Land Trust Society 10<sup>th</sup> anniversary calendar.

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**ALTERNATIVE OPTIONS:**

- Defeat the motion
  - Purchase a Silver or Bronze sponsorship
- 

**BACKGROUND:**

Legacy Land Trust Society is making a request for support from MVC for their 10th anniversary calendar (2023).

Legacy's standard sponsorship categories are:

Level	Amount	Acknowledgement
Gold	\$1000.00	Logo, long writeup on back page, plus 6 calendars
Silver	\$500.00	Logo, short writeup on back page plus 4 calendars
Bronze	\$250.00	Logo in the body of the calendar plus 2 calendars

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**RELEVANT POLICY:**

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**BUDGET IMPLICATIONS:** Council Grants budget \$1000.00.

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Attachments ☒ Nil ☐

1. MVC Sponsorship Letter of April 28, 2022
- 

**PREPARED BY:** lmc

**REVIEWED BY:** JH



April 28, 2022

Mountain View County  
1408- Twp Rd 320  
Postal Bag 100  
Didsbury, Alberta T0M 0W0

Dear Jeff Holmes:

Legacy Land Trust Society would like to thank MVC for their ongoing support of Legacy over our history. For 2023 Legacy is planning a 10-year anniversary Calendar and we would like MVC to participate as a sponsor.

Legacy's standard sponsorship categories are:

Level	Amount	Acknowledgement
Gold	\$1000.00	Logo, long writeup on back page, plus 6 calendars
Silver	\$500.00	Logo, short writeup on back page plus 4 calendars
Bronze	\$250.00	Logo in the body of the calendar plus 2 calendars

This is a special edition calendar, and we are creating a Save the Date insert that will remind recipients of our anniversary celebration. Our thoughts are that if possible, for a sponsorship of \$1000 plus, MVC could be the dedicated sponsor for the insert. This page would include a history and acknowledgment of the relationship between Legacy and MVC.

I hope you will consider our request.

Sincerely,



Keri Sharpe  
Executive Director

Sponsorship/calendar/mvc letter

**Helping communities conserve land that matters...forever.**

# Regular Council Meeting

## Request for Decision

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CAO Services

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**Date:** May 11, 2022

**SUBJECT:** Health and Safety Day 2022

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**RECOMMENDATION:** That Council direct Administration to close the office on June 24, 2022 from 11:00 a.m. until 4:00 p.m. to allow all Mountain View County staff to attend the annual Health and Safety day.

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**ALTERNATIVE OPTIONS:**

-Defeat the motion and staff will rotate attendance to ensure public services are not interrupted.

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**BACKGROUND:**

It is the commitment, philosophy, and policy for Mountain View County to provide safe working conditions, to the best of its ability, and a strong health and safety program that protects everyone. This includes addressing the physical, psychological, and social well-being of employees, and for providing MVC staff with the safest and healthiest work environment possible. Each year, the county's Joint Health and Safety Committee (JHSC) hosts a Health and Safety Day event for staff to help promote this importance.

The JHSC identified that workplace health and safety continues to evolve, and because of ongoing updates to Alberta's Occupational Health and Safety legislation, there is great importance for all staff to have equal opportunities for active participation and ongoing education. The recommendation brought forward to council is to have all office staff present for the afternoon session of Health and Safety Day to provide the opportunity to receive the same information.

In 2020 Health and Safety day was cancelled due to Covid. In 2021, the JHSC hosted a virtual Health and Safety Day, in lieu of cancelling the event altogether. Although successful, it did not present the same networking and team building opportunities for staff. Now that the COVID19 provincial restrictions have lifted, and in recognizing the need for, and importance of, social well-being, inclusiveness, and connectedness of all staff, the JHSC has decided to resume with an in-person Health and Safety Day event this year.

If Council approves the early closure of the office, appropriate advance notification will be provided to the public.

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**RELEVANT POLICY:**

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**BUDGET IMPLICATIONS:**

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Attachments ☐ Nil ☒

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**PREPARED BY:** lmc

**REVIEWED BY:** JH

# Regular Council Meeting

## Request for Decision

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Legislative, Community and Agricultural Services

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**Date:** May 11, 2022

**SUBJECT:** McDougal Pit Solar Project/ Community Amenity Strategic Engagement Plan

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**RECOMMENDATION:** That Council request that Administration begin public engagement on the proposed Community Amenity project component of the McDougal Pit Solar Project in accordance with the Strategic Engagement Plan presented.

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**ALTERNATIVE OPTIONS:** That Council request that Administration review the current Strategic Engagement Plans McDougal Flats and make adjustments as requested.

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**BACKGROUND:** In 2019, Mountain View County sent out an RFP for a detailed Interconnectivity Study and Financial Analysis of a potential solar photovoltaic (PV) system at the McDougal Gravel Pit site. SunAlta Power was the successful proponent and delivered the requested studies in early 2020.

In November 2020, Mountain View County Council authorized County administration to enter a Memorandum of Understanding (MOU) with SunAlta Power to further explore the potential for a solar project at the McDougal Gravel Pit site. Council made the decision to move forward with the SunAlta MOU following a review of submissions to a County issued Expression of Interest seeking potential partnership opportunities associated with the development of a Solar Photovoltaic (PV) Installation at the McDougall Gravel Pit site along Range Road 60 just south of Highway 584.

In November 2021, Mountain View County Council authorized County administration to enter into a Design Agreement with SunAlta Power to continue the process of exploration of the development of a solar project at the McDougal Gravel Pit in conjunction with County plans to develop the remaining lands into a community amenity.

The Design Agreement gives SunAlta further ability to enter the lands and undertake studies necessary for the proposed solar photovoltaic system. In addition, the Design Agreement also allows Sun Alta to pursue further partnerships required to support the feasibility of the project.

A key component of the overall redevelopment of the 80-acre parcel involves the residual 40-acre portion of the lands not currently contemplated for the Solar Project. During initial discussions, Council was agreeable to engaging the public on that portion of lands for a 'Community Amenity' as determined by residents. Administration does not currently have any plans, nor concepts developed for that portion and is seeking Council's approval to proceed with engaging the public so that future planning and budgets can be developed to support those options. It is currently contemplated that initial engagement will begin in the coming months to help brainstorm possible options for the lands; options that can be refined by the community as the project collaboratively proceeds with the development of the Solar Project.

The results of the engagement will allow for budgeting a concept plan to Council for 2023, with the goal of future development being slated for 2024, pending SunAlta's timelines and the nature of the public engagement results.

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RELEVANT POLICY: [Policy 1030 – Public Participation](#)

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BUDGET IMPLICATIONS: \$2000.00 (misc. public engagement expenses)

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Attachments ☒ Nil ☐  
Att 01 - Strategic Engagement Plan McDougal Flats

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PREPARED BY: NM  
REVIEWED BY: CA

**SUBJECT:** McDougal Pit Solar Project/ Community Amenity

**LAST UPDATED:** May 3, 2022

**BACKGROUND:**

Mountain View County (MVC) commissioned a study in 2017 exploring the potential to construct a solar photovoltaic (PV) system focusing on two prospective areas within the county. Based on this initial study the County decided to focus on the reclaimed McDougal Gravel Pit as the preferred location.

The motivation behind this specific approach was thought as part of a strategy to encourage solar industry growth utilizing County marginal lands, providing both environment and economic benefit.

In 2019, MVC sent out an RFP for a detailed Interconnectivity Study and Financial Analysis of a potential solar photovoltaic (PV) system at the McDougal Gravel Pit site. SunAlta Power was the successful proponent and delivered the requested studies in early 2020.

Also in 2019, the County applied for, and was awarded, a \$70,000 Community Generation Capacity Building Program grant administered through Energy Efficiency Alberta and the Municipal Climate Change Action Centre. This covered the cost of updating the 2017 report and completing the 2019 Interconnectivity Report and Financial Assessment of a potential Solar PV installation at the McDougal Pit location.

In November 2020, Mountain View County Council authorized County administration to enter a Memorandum of Understanding (MOU) with SunAlta Power to further explore the potential for a solar project at the McDougal Gravel Pit site. Council made the decision to move forward with the SunAlta MOU following a review of submissions to a County issued Expression of Interest seeking potential partnership opportunities associated with the development of a Solar Photovoltaic (PV) Installation at the McDougall Gravel Pit site along Range Road 60 just south of Highway 584.

In November 2021, Mountain View County Council authorized County administration to enter into a Design Agreement with SunAlta Power to continue the process of exploration of the development of a solar project at the McDougal Gravel Pit in conjunction with County plans to develop the remaining lands into a community amenity.

The Design Agreement gives SunAlta further ability to enter the lands and undertake studies necessary for the proposed solar photovoltaic system. In addition, the Design Agreement also allows Sun Alta to pursue further partnerships required to support the feasibility of the project.

While SunAlta proceeds with a review of the 40-acre portion for the Solar Project, a public engagement campaign with area residents will be undertaken to determine what the community identifies as priorities for the community amenity portion (the remaining 40 acres). This input will be used for the development

of a comprehensive concept plan for the lands. The County expects to begin engagement with the community in Spring 2022 to begin receiving this input.

The results of the engagement will allow for budgeting a concept plan to Council for 2023, with the goal of future development being slated for 2024, pending SunAlta's timelines and the nature of the public engagement results.

#### Partner Information:

SunAlta Power was established in 2018, by Aenergy Capital (AEC) and BTM Energy Partners (BTM) in response to an emerging need in the Alberta renewable energy market to create a platform that integrated the commercial and technical expertise required to successfully identify, develop and implement commercial/community opportunities for small-to-medium sized decentralized solar PV projects, either as behind-the-meter microgeneration-connected or distribution-connected projects. The objective of SunAlta Power is to establish and facilitate the development of partnerships that allow for Alberta businesses and communities to become active participants in these opportunities, and to develop low cost and innovative strategies for partnership development, project financing, and project delivery that can be easily replicated and ensure that medium sized projects are economically viable.

#### **PURPOSE AND OBJECTIVES:**

As outlined in Public Participation Policy #1030, MVC recognizes the role and decision-making authority that citizens have entrusted them to fulfill on their behalf for the betterment of Mountain View County as a whole. The County is committed to utilizing appropriate citizen and stakeholder engagement activities that provide Council and administration the most complete information and data possible to inform decision making on policies, programs, services, and projects.

**Mountain View County will choose to use public participation that is:**

- 1. Proactive** – Initiating public engagement will begin at the earliest stage possible and allow enough time for appropriate information dissemination and exchange. A commitment to plain language and to clear and concise information will be undertaken by those conducting engagements to promote understanding.
- 2. Equitable and Fair** – Engagements ensure that equal and fair opportunities will be provided to members of the public to participate and provide input.
- 3. Community Minded** – An effort will be made to engage those who will be affected directly and indirectly by decision making, including diverse community members to augment and improve the quality of feedback.
- 4. Focused** – Clear understanding of how the engagement will take place and the level of involvement expected from all parties.
- 5. Relevant** – Engagements will be developed and communicated effectively to encourage public participation and will be focused on the issue or topic under consideration.
- 6. Innovative** – Engagements will employ tools, strategies and tactics suitable to the topic or issue under discussion and will evolve as engagements are evaluated.
- 7. Transparency** – All information and data that can be shared and provided to the public will be available, and all engagements will be done in an open manner without prejudice.

*\*Principals of Public Participation Policy 1030*

The purpose of this strategy is to engage and collaborate with residents, with incorporated the noted principles of public participation, on the potential of a community amenity adjacent to SunAlta's Solar Project. This public engagement campaign with area residents will see two phases to determine what the community identifies as priorities for the community amenity portion (the remaining 40 acres). This



input will be used for the development of a comprehensive concept plan for the lands. Phase 3 and Phase 4 will see the internal procedures for concept, budget, communication, and development. Phase 5 will see a public grand opening of the amenity if germane to the outcome.

### Phase 1

January 2022- June 2022

This six-month time frame will see the creation of the strategic engagement plan, and the output of information to the public explaining the engagement process, the timelines and the expectation of the public.

Ensuring **proactivity and transparency**, beginning with communication through our various **innovative** channels, Mountain View County will provide all necessary information to explain the objective of the engagement and provide all relevant information to date. On the public participation spectrum contained within Policy #1030, this is the **Inform** level of participation.

A presentation to Council from SunAlta will provide information to date on their efforts and future endeavors. This information will be circulated to the public as part of the **Inform** engagement process.

Pending the status of the pandemic, the next stage of Phase 1 will be a virtual or in-person open house, or series of, to further communicate the goals of the project, the input the public is being counted on to provide, and any limitations to the County's support of public visioning. Feedback from this stage will formulate Phase 2 planning. This will be received under the **Engage** category of the Public Participation Policy.

### OUR PUBLIC EXPECTATION

Within Phase 1, MVC's expectation of public is to be informed of what steps have been taken to date on both the SunAlta aspect of development as well as the intention to create a community amenity on the remaining 40-acre parcel by providing **relevant** history of the initiative, future timelines, and voicing the importance of MVC wanting community input on the future of this parcel/ development.

To be **equitable, fair, and community minded**, the feedback from our communication channels and open house will be used to create **focused** Phase 2 planning, if community feedback voices various ideas for the parcel (ex- community park, baseball diamonds, biking trails, etc.) we will use that feedback as a starting point for moving forward.

### Phase 2

July 2022- December 2022

Taking the feedback gathered from the Phase 1 open houses, Phase 2 will see the formulation of potential options for the community amenity based on the overall feedback from the community, and an online survey will be created for the public and distributed/ promoted. While the general input from the public at the Open Houses begins a process of using the **Consult** level of public participation, this survey moves the engagement clearly into that spectrum as the County looks to develop a stronger more precise picture of the community consensus.

The results of the survey will ultimately establish draft development plans for the 40-acre parcel. The compiled survey results would also be shared via County communications channels as part of the transparency required for County engagements. The survey report will also be brought to Council for discussion on the results, and any potential Council direction resulting from the report's conclusions.

## OUR PUBLIC EXPECTATION

MVC administration expectation of public is that sufficient response from the community is received to determine future steps. MVC anticipates a central theme amongst survey results/public feedback and use this to lead concept plan proposals for Council to consider.

### Phase 3 2023

After/ during completion of Phase 2, we would use the results of the survey to implement a concept plan and submit budgeting for 2023, with the goal of development beginning in 2024, contingent to gravel stockpiles currently being held on parcel land.

Phase 3 would see internal planning and processes to implement development.

## OUR PUBLIC EXPECTATION

With most of the efforts being internal to MVC administration, MVC expects that throughout this period public will have questions on where the project stands and timelines to which corporate communications will provide updates as necessary.

### Phase 4 2024+

Phase 4 will see development of the amenity,

## OUR PUBLIC EXPECTATION

Phase 4 will see the development of the parcel, as well as SunAlta's project. Corporate communications will provide updates as necessary during this time.

### PHASE 5 TBD

This phase will see a grand opening event, open to the public.

# Regular Council Meeting

## Request for Decision

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Legislative, Community and Agricultural Services

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**Date:** May 11, 2022

**SUBJECT:** 2022 Crime Prevention Initiative Grant

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**RECOMMENDATION:** That Council approves funding to the following organizations through the Crime Prevention Initiative grant, as follows:

- Mountain View Emergency Shelter Society \_\_\_\_\_
  - Olds Rural Crime watch \_\_\_\_\_
  - Sundre Citizens on Patrol Association \_\_\_\_\_
- 

**ALTERNATIVE OPTIONS:** That Council receive the applications for the Crime Prevention Initiative grant funding for information.

---

**BACKGROUND:** The Crime Prevention Initiative Grant is intended to further support local/regional initiatives and organizations that propose activities or events that have the potential to reduce the impact of crime within a large community area or throughout the County.

Three applications were received from the following organizations:

- Mountain View Emergency Shelter Society
- Olds Rural Crime Watch Association
- Sundre Citizens on Patrol Association

A summary of the applications have been provided for Council's consideration, along with a spreadsheet identifying the grant budget and requested funding amounts.

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**RELEVANT POLICY:** [Policy #3007 Crime Prevention Initiative Grant](#)

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**BUDGET IMPLICATIONS:** Crime Prevention Initiative Budget - \$12,400

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**Attachments** ☒ Nil ☐

1. 2022 Crime Prevention Initiative Grant Applications – Summary
2. 2022 Health funding Application Summary Reports (each organization)

**PREPARED BY:** JA

**REVIEWED BY:** CA

**2022 Crime Prevention Initiative Funding Information**

**Budget**

		25,000.00	15,000.00	12,400.00	12,400.00	
First Round	Project Description	2018 Approved	2019 Approved	2021 Approved	2022 Requested	2022 Approved
Mountain View Emergency Shelter Society	Assistant Outreach Coordinator				10,000.00	
Olds Rural Crime Watch	Crime Prevention tips/advertising/ call out system maintenance	4,307.50	5,150.00	5,180.00	5,200.00	
Sundre Citizens on Patrol Assoc	Promotional Campaign	2,000.00	1,750.00	2,633.40	2,600.00	
<b>Totals</b>		<b>5,557.50</b>	<b>8,700.00</b>	<b>5,180.00</b>	<b>15,200.00</b>	<b>-</b>

## 2022 Crime Prevention Initiative Funding Application Summary Report

<b>Organization Name:</b> Mountain View Emergency Shelter Society		<b>Project/Program Name:</b> Assistance with wages for Assistant Outreach Coordinator
<b>Funding Information:</b> Previous Funding Year – N/A	Dollars Allocated: N/A	<b>2022 Funding Request: \$10,000.00</b>

2017	Mountain View Emergency Shelter	FCSS	8,000.00	MVESS Outreach Programs
2018	Mountain View Emergency Shelter	FCSS	8,000.00	MVESS Outreach Programs
2019	Mountain View Emergency Shelter	FCSS	10,000.00	MVESS Outreach Programs
2020	Mountain View Emergency Shelter	FCSS	7,500.00	MVESS Outreach Programs
2021	Mountain View Emergency Shelter	FCSS	7,500.00	MVESS Outreach Programs
2022	Mountain View Emergency Shelter	FCSS	10,500.00	MVESS Outreach Programs
<b>Subtotal</b>			<b>51,500.00</b>	

### Additional Information:

- Mountain View Emergency Shelter Society (MVESS) is a non profit society working to eliminate family violence, they provide support, resources, referrals, safety planning and programs for adults and children living with or escaping family violence through their Outreach Services.
- They promote awareness, education and advocate for early intervention of Family Violence. This is achieved through one-on-one support and group programming, the outreach initiatives aim to prevent further domestic abuse and homicide and are working to break the cycle of abuse.
- From 2019 to 2021 they have noted their client numbers have rose over 250% as family violence is on the rise, MVESS is responding by increasing the organizational capacity to meet the demand. Mountain View County alone has lost two women to domestic homicide over the last two years. With a larger capacity MVESS feels they could prevent more situations like this from occurring.
- Many of their clients are referred to them from other local support services such as Victim Services, Child and Family Services and the Pregnancy Care Network.
- Their goal for 2023 is to have a physical; shelter where they can house families escaping from and healing from family violence.
- They have recently increased their Outreach Coordinators hours from 20 to 30 hours per week and this has not been enough to keep up with supporting the increasing number of clients effectively.
- Funding will support MVESS in hiring an Assistant Outreach Coordinator to provide addition support to the vulnerable residents in the County. An additional Coordinator would ensure they are able to continue providing domestic violence victims with valuable resources.
- Total Expenditures \$31,200.00
  - Wages for Assistant Outreach Coordinator \$24/ hour @ 25 hours a week for 1 year (intend to reassess the need for the position after 1 year) \$31,200.00
- Estimated Revenue & Contributions \$21,200.00
  - Other Grants \$21,200.00

### 2021 Project Report Comments:

- Mountain View Emergency Shelter Society has not applied for the Crime Prevention Initiative previously.

### Community Outreach Coordinator Comments:

- The Society received \$10,500.00 through 2022 FCSS for Outreach programs.

<b>Council Decision:</b>	<b>Reason:</b>
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## 2022 Crime Prevention Initiative Funding Application Summary Report

<b>Organization Name:</b> Olds Rural Crime Watch		<b>Project/Program Name:</b> Crime Prevention tips, advertising, and call system maintenance
<b>Funding Information:</b> Previous Funding Year – 2021	Dollars Allocated: \$5,180.00	<b>2022 Funding Request: \$5,200.00</b>

2017	Olds Rural Crime Watch	Annual Grant	2,400.00	Rural Crime Watch Grant
2018	Olds Rural Crime Watch	Crime Prevention Initiative	4,307.51	Media Info Blitz
2018	Olds Rural Crime Watch	Annual Grant	2,400.00	Rural Crime Watch Grant
2019	Olds Rural Crime Watch	Crime Prevention Initiative	5,150.00	Media Info Blitz; Tradeshow
2019	Olds Rural Crime Watch	Crime Prevention Initiative -	1,287.50	Unused Funds - 25%
2019	Olds Rural Crime Watch	2nd - Crime Prevention Initiat	2,300.00	Rural Crime Watch Signs
2019	Olds Rural Crime Watch	Annual Grant	2,400.00	Rural Crime Watch Grant
2020	Olds Rural Crime Watch	2nd - Crime Prevention Initiat	4,900.00	Radio Announcements
2020	Olds Rural Crime Watch	2nd - Crime Prevention Initiat -	3,856.30	Unused Funds - 25%+2631.30
2021	Olds Rural Crime Watch	Crime Prevention Initiative	5,180.00	Call System and Advertising
<b>Subtotal</b>			<b>23,893.71</b>	

<b>Additional Information:</b> <ul style="list-style-type: none"> <li>2022 funding will help cover the costs of advertising crime prevention in the local paper and on the radio station. They have found that these methods are most effective since they have an older membership, however they continue to do a small amount of advertising on social media in hopes to attract a younger demographic to the organization.</li> <li>They also plan to maintain the callout system that was purchased with last years money.</li> <li>Total Expenditures \$5,700.00 <ul style="list-style-type: none"> <li>Print Adds \$2,000.00</li> <li>Radio Adds \$2,000.00</li> <li>Social Media Advertising \$500.00</li> <li>Call Out Maintenance \$1,200.00</li> </ul> </li> <li>Estimated Revenue &amp; Contributions \$500.00 <ul style="list-style-type: none"> <li>Funding from own organization \$500.00</li> </ul> </li> </ul>	
<b>2021 Project Report Comments:</b> <ul style="list-style-type: none"> <li>The advertisements made provided information on ways to prevent crime and how to identify scams and fraud in the community.</li> <li>The new call out system allows them to pass along information from policing agencies to their members.</li> <li>They have 380 members on the call out system.</li> <li>4 volunteers contributed approximately 95 hours for this project in 2021.</li> </ul>	
<b>Community Outreach Coordinator Comments:</b> <ul style="list-style-type: none"> <li></li> </ul>	
<b>Council Decision:</b>	<b>Reason:</b>



## 2022 Crime Prevention Initiative Funding Application Summary Report

<b>Organization Name:</b> <b>Sundre Citizens on Patrol Association</b>		<b>Project/Program Name:</b> <b>Promotional Campaign</b>
<b>Funding Information:</b> Previous Funding Year – 2021	Dollars Allocated: \$2,633.40	<b>2022 Funding Request: \$2,600.00</b>

Year	Applicant	Program	Amount	Project Description
2018	Sundre Citizens on Patrol	Crime Prevention Initiative Gr	2,000.00	Program Funding
2019	Sundre Citizens on Patrol	Crime Prevention Initiative Gr	1,750.00	Program Funding
2020	Sundre Citizens on Patrol	2nd-Crime Prevention Initiativ	2,843.40	Car Door Decals; Social Media Promo
2021	Sundre Citizens on Patrol	Crime Prevention Initiative Gr	\$2,633.40	Business cards/pens/notepads/gas cards
<b>Total</b>			<b>9,226.80</b>	

<b>Additional Information:</b> <ul style="list-style-type: none"> <li>2022 funding will help to develop awareness of the Sundre Citizens on Patrol program to individuals and businesses in the Sundre detachment area through the production and distribution of signage and promotional items.</li> <li>Total Expenditures \$5,600.00               <ul style="list-style-type: none"> <li>Advertising and promotions \$2,000.00</li> <li>Trade shows and special events \$600.00</li> <li>Signage \$3,000.00</li> </ul> </li> <li>Estimated Revenue &amp; Contributions \$3000.00               <ul style="list-style-type: none"> <li>Fundraising \$1,000.00</li> <li>Town of Sundre \$1,000.00</li> <li>Donations \$1,000.00</li> </ul> </li> </ul>	
<b>2021 Project Report Comments:</b> <ul style="list-style-type: none"> <li>The 2021 funding went towards the purchase of business cards, pens, notepads and gas cards for the patrollers.</li> </ul>	
<b>Community Outreach Coordinator Comments:</b> <ul style="list-style-type: none"> <li></li> </ul>	
<b>Council Decision:</b>	<b>Reason:</b>



# Regular Council Meeting

## Request for Decision

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Legislative, Community & Agricultural Services

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**Date:** May 11, 2022

**SUBJECT:** 2022 Cremona & District Recreation Board Funding Approvals

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**RECOMMENDATION:** That Council receives as information the 2022 Cremona & Recreation Board Funding Approvals, as approved by the Cremona & District Recreation Board Committee on April 26<sup>th</sup>, 2022, in the amount of \$239,600.00.

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**ALTERNATIVE OPTIONS:**

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**BACKGROUND:**

The Cremona & District Recreation Board distributes funding on behalf of Mountain View County due to the high percentage of rural residents in that area. The Board is responsible for ensuring that quality of life opportunities are available to residents of the County, within the Cremona Recreation district, through the development, management, and support of recreational and cultural services.

Recreation Board funding, throughout Mountain View County, is a per capita amount based on the rural population in each recreation district.

2022 Recreation Funding (Cremona)	2,725 x \$83.78 per capita	\$228,300.50
Reserve as of Dec 31, 2021		\$91,342.00
<b>Total Available for 2022</b>		<b>\$319,642.50</b>

Grants of \$2,000 or less will receive 100% of funds upon approval of the grant. Grants greater than \$2,000 will receive 75% of the funds upon approval and the remaining 25% when the project is complete, and Mountain View County has received a "Project Completion and Financial Report".

For organizations which have been approved funding for scheduled 2021 events, correspondence will state that any approved funding for cancelled events must be returned to Mountain View County prior to Dec 31, 2021.

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**RELEVANT POLICY:** [Policy No. 8016 – Cremona & District Recreation Board Grant Funding](#)

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**BUDGET IMPLICATIONS:** Total ask in 2022 was \$408,240.72. Currently \$239,600.00 has been allocated. Funds that are not distributed in the fiscal year will be held in a funded reserve for future years. An amount of \$91,342.00 remains unallocated for 2022.

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Attachments ☒ Nil ☐

1. 2022 Cremona & District Recreation Board Funding Approvals

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PREPARED BY: JA  
REVIEWED BY: CA

**2022 Cremona Recreation Board - Application Summary**

2022 G/L: 1.4.0.24.2.2.651

		2,656 x 79.31	2,656 x 79.94		2,725 x 83.78
<b>Budget</b>		<b>210,647.36</b>	<b>212,320.64</b>		<b>228,300.50</b>
<b>Name</b>	<b>Project - (2022)</b>	<b>2020 Approved</b>	<b>2021 Approved</b>	<b>2022 Requested</b>	<b>2022 Approved</b>
Chinook Creative Arts Foundation	UV System/Office Equipment/building maintenance et	13,900.00	14,400.00	13,184.75	10,000.00
Cremona & District Ag Society	Upgrades and Yearly Costs	25,000.00	69,000.00	75,749.00	40,000.00
Cremona Arena User Groups	Purchase of photo display boards			4,000.00	-
Cremona Community Curling Club	Operating Expenses	8,500.00	9,950.00	9,950.00	9,000.00
Cremona Comm Engagement Soc	Rural Community Programming	10,000.00	10,000.00	15,930.00	7,500.00
Cremona Community Hall Society	Insurance Costs	3,075.00	7,660.00	8,191.00	8,200.00
Cremona FCSS/Village of Cremona	Summer Fun Day Camp			9,872.00	8,500.00
Cremona Fun Team Hockey	2022-2023 Hockey Season	10,000.00	7,500.00	10,000.00	7,500.00
Cremona Gold & Silver	Carpet Replacement and Operating Expenses	5,100.00	6,650.00	12,000.00	12,000.00
Cremona Minor Baseball Assoc	Equipment Purchase/Operating Costs	2,300.00		7,250.00	7,000.00
Cremona Minor Hockey Assoc	Cremona Minor Hockey	10,000.00	10,000.00	16,100.00	7,500.00
Cremona Municipal Library	Programs/Workshops	6,040.00	7,500.00	46,120.00	8,500.00
Cremona Skatepark Association	Multi Use Rec Park and Reading Garden			57,838.85	20,000.00
Cremona Skating Club	Operating Fees	15,000.00	20,200.00	27,800.00	7,500.00
Cremona Soccer Club	2022 Soccer Season		4,050.00	5,300.00	4,000.00
Cremona/WV Chamber Commerce	Annual Show & Shine	6,400.00	2,000.00	8,500.00	8,000.00
Mountian View Moccasin House	Indigenous Cultural Camp - Horse Teachings			1,300.00	-
Mountain View Tractor Rodeo Soc	2022 Mountain View Tractor Rodeo	-	2,550.00	3,430.00	3,400.00
Mountain View Tractor Rodeo Soc	Aggie Days Mountain View			16,345.00	16,000.00
Village of Cremona	July 1st - Canada Day Celebration	5,500.00	6,000.00	6,450.00	6,500.00
Water Valley Boots & Saddle Club	Operating Costs			1,470.00	1,500.00
Water Valley Community Assoc	WV Days; Movie; Celtic Festival; Rink Lights	4,550.00	14,000.00	17,600.00	15,000.00
Water Valley Public Library	Operating; and Programs	11,200.00	8,150.00	20,363.00	18,500.00
Water Valley Stampede Assoc	Arena Perimeter Fence Upgrade			13,497.12	13,500.00
<b>Totals</b>		<b>142,065.00</b>	<b>199,610.00</b>	<b>408,240.72</b>	<b>239,600.00</b>

2022 Recreation Total 228,300.50

Reserve Balance at Dec 31/2021 91,342.00

**Total Available for 2022** \$ 319,642.50

<b>Left in the Reserve for 2022</b>	<b>\$ 80,042.50</b>
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# Regular Council Meeting

## Request for Decision

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Planning & Development Services

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**Date:** May 11, 2022

**SUBJECT:** Business Support Pilot Project

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**RECOMMENDATION:** That Council endorse the Business Support Pilot Project and direct Administration to implement the project.

---

**ALTERNATIVE OPTIONS:** N/A

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**BACKGROUND:** At the April 27<sup>th</sup> Council meeting motion RC22-231 directed administration to bring forward a project for existing businesses with Development Permits for Riding Arena, Public, Event facilities in Direct Control Districts and Business, Agri-Tourism to accommodate un-serviced overnight self-contained accommodation.

### Intent of the Business Support Pilot Project

On a temporary basis assist existing businesses throughout the County that have Development Permits for public riding arenas; event facilities in Direct Control Districts and agri-tourism businesses the opportunity to accommodate or offer camping/overnight accommodations although it would be in contravention of their Development Permit conditions. The Pilot Project will assist the County to understand the need as well as the impacts before considering options on a more permanent basis.

### Scope of the Business Support Pilot Project

- The project will be time limited this year from the May long weekend (May 21, 2022) to the end of the seasonal camping season (October 31, 2022).
- Businesses with approved Development Permits for Riding Arena, Public; Business, Agri-Tourism; and Direct Control Districts with event facilities are eligible to provide un-serviced overnight self-contained accommodation unless the Direct Control District includes the opportunity to apply for a use to allow for camping; or has been issued a Development Permit that includes camping.
- Eligible businesses must pre-register with Administration before participating in the project.
- The County shall not enforce complaints received for businesses participating in the project when the un-serviced overnight self-contained accommodation is contrary to/in contravention of the conditions of Development Permit that prohibit camping or overnight accommodation. However, administration will record the number of complaints received.
- The un-serviced overnight self-contained accommodation can occur outside approved hours of operation; days or months of operation; or events. (This may result in un-serviced overnight self-contained accommodation occurring daily during the project period).
- The pilot project does not exempt compliance with provincial/federal requirements.

### Eligible businesses

Administration identified that there are approximately 11 public riding arenas; 11 agri-tourism businesses and 2 Direct Control Districts for event facilities with approved Development Permits that are eligible to participate. Two (2) Direct Control Districts are not eligible as they either have provisions to apply for camping through the Development Permit process or have approval for camping.

Councillors can communicate with eligible businesses in their respective Divisions or businesses can contact Development to determine eligibility. Administration will communicate the pilot project on our website and social media.

Results of the Pilot Project

After conclusion of the Pilot Project administration will prepare a report with the number of businesses that participated, number of complaints received and recommendations that may include options how un-serviced overnight self-contained accommodation may be accommodated in future.

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**RELEVANT POLICY:**

- [Land Use Bylaw](#)
- [Public Events Bylaw](#)

---

**BUDGET IMPLICATIONS:** N/A

---

Attachments ☐ Nil ☒

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**PREPARED BY:** MB/JR  
**REVIEWED BY:** JH



# Regular Council Meeting

## Request for Decision

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Legislative, Community & Agricultural Services

---

**Date:** May 11, 2022

**SUBJECT:** 2022 Citizenship Awards

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**RECOMMENDATION:**

That Council approves the following 2022 Citizenship Awards from Mountain View County:

Carstairs High School (Hugh Sutherland):

Cremona High School:

Didsbury High School :

Olds Koinonia Christian School:

Olds High School:

Sundre High School:

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That Council invites the recipients to attend a Council Meeting to receive their award.

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**ALTERNATIVE OPTIONS:**

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**BACKGROUND:**

The Citizenship Awards were introduced to recognize contributions made by local, rural youth to their communities. Awards are given to one (1) Grade 12 student in each of the high schools located within Mountain View County. This student must also be a rural resident of Mountain View County.

Each applicant is judged on the following:

- § Good attitude towards school and community
  - § Involvement in extra-curricular activities
  - § Enthusiasm and initiative
  - § Volunteer work in community (4-H, Church, etc.)
  - § Leadership qualities
  - § Maintain a good academic standing in high school
- 

**RELEVANT POLICY:** [Policy No. 8002 – Citizenship Award](#)

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**BUDGET IMPLICATIONS:** \$6,000 approved in the 2022 Budget (\$1,000/each x 6 Schools)

---

Attachments ☐ Nil ☒

1. Applications have been provided In-Camera for Council's Review, as required by FOIP Section 17
- 

**PREPARED BY:** JA  
**REVIEWED BY:** CA



**Mountain View**  
C O U N T Y

# Regular Council Meeting

## Request for Decision

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CAO Services

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**Date:** May 11, 2022

**SUBJECT:** Councillor Reports

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**RECOMMENDATION:** That Council receive the verbal and/or written Councillor Reports as information.

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**ALTERNATIVE OPTIONS:** N/A

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**BACKGROUND:** Receive as Information

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**RELEVANT POLICY:** N/A

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**BUDGET IMPLICATIONS:** N/A

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**Attachments** ☐ **Nil** ☒

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**PREPARED BY:** lmc

# Regular Council Meeting

## Request for Decision

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CAO Services

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**Date:** May 11, 2022

**SUBJECT:** Information Items

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**RECOMMENDATION:**

That Council receive the following items as information:

- a. 2022-04-22 Contact Newsletter
  - b. 2022-04-29 Contact Newsletter
- 

**ALTERNATIVE OPTIONS:** N/A

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**BACKGROUND:** Receive as Information

---

**RELEVANT POLICY:** N/A

---

**BUDGET IMPLICATIONS:** N/A

---

**Attachments** ☒ Nil ☐ As per recommendation

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**PREPARED BY:** lmc



## FEATURED:

### Next Generation 911 Transition Process Underway

The Canadian Radio-Television and Telecommunications Commission has required that Canada's 911 system transition to next generation capabilities be completed by March 2025. The transition process involves multiple steps and requires action from 911 service providers, public safety answering points, and municipalities.

[Learn more...](#)

## ANNOUNCEMENTS

### RMA Insurance: Registration Now Open for RiskPro 2022

**RiskPro 2022** will be held virtually on May 17 - 18. All sessions can be completed in one day or over two days to accommodate busy schedules. RiskPro 2022 will dive into facets of Enterprise Risk Management (ERM) and Transform Your Risk through education sessions and interactive activities. **Registration is now open!**

### Alberta Centre for Sustainable Rural Communities Webinar Series

The Alberta Centre for Sustainable Rural Communities (ACSRC) kicks off its spring webinar series with a special hybrid online / in-person evening in conversation with



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**/RMAAlberta**

Viking Cup Coordinator LeRoy Johnson and Committee Chair Verlyn Olson. [Learn more and register online here.](#)

## Economic Development Week 2022 Community Challenge in Alberta

We all know that economic development is critical. It is the foundational work that helps to create jobs, support businesses, and improve the quality of life in communities large and small. These days we are all feeling the impact the pandemic is having on the Alberta economy, and we recognize how this practice is bolstering municipalities, helping them recover. With COVID economic recovery as a top priority for many communities, its important to encourage municipalities, large and small, to formally recognize and celebrate May 9 - 13, 2022 as "**Economic Development Week**" in their community. [Learn how you can support it in your community.](#)

## Alberta Community Crime Prevention Association 2022 Conference Speaker

Alberta Community Crime Prevention Association (ACCPA) is once again excited to welcome Dr. Felix Munger, Executive Director, Canadian Municipal Network on Crime Prevention. Dr. Munger will be speaking May 10 on Climate Change and Community Safety at the 2022 ACCPA Conference. [Learn more and register today!](#)

## 2022 Business Retention & Expansion International Conference

You are invited to join fellow BRE professionals for the 2022 Business Retention and Expansion Annual Conference, to be held June 14 - 17 virtually. This year's conference will feature international speakers on subject matter identified by our membership as major issues and opportunities in business retention and expansion. Double early bird pricing is currently available at \$150 for members and \$250 for non-members. This price will only last until April 30. [Visit the conference site to learn more.](#)

MCCAC Updates

## AGRICULTURE UPDATE

Moisture Situation Update -  
April 5, 2022

### JOB POSTINGS

Northern Sunrise County  
**Director of Engineering and  
Planning**

Wheatland County  
**Community Peace Officer**

Parkland County  
**Emergency  
Communications Operator**

City of Leduc  
**Safety Codes Officer,  
Electrical**

Big Lakes County  
**Transportation Projects  
Foreman**

Rocky View County  
**Intergovernmental Advisor**

Mackenzie County  
**Development Officer**

[VIEW OUR JOB BOARD](#)

### LOOKING FOR INFORMATION FROM A PREVIOUS ISSUE?

View our [Contact newsletter  
archive](#) or our [member  
bulletin archive](#).

Learn more  
about the key  
issues facing rural  
Alberta by reading

- **Looking back: big changes in 2021.** With the new funding opportunities MCCAC has launched in the first few months of the year, it hadn't really had a chance to look back on 2021 until recently. Now, it's time to reflect on the progress made. Take a look at the latest blog post and see how communities have made real change in the **Our Impact in Alberta Report 2021**.
- **Updated Alberta Funding Guide.** All municipalities want to reduce operating costs and decrease their environmental footprint but need funding to help implement. That's why the **Alberta Funding Guide** was created.


## IN THE NEWS

- **Growing our tourism industry to diversify our economy**
- **Alberta government announces details of new employment program**
- **Snowfall leads to seeding delay for farmers, but some remain optimistic about early start**
- **Is there a skills gap in Alberta's labour market? Two economists weigh in**
- **New legislation would enable Alberta government to give consumers power, natural gas rebates**
- **Alberta's 1st caribou recovery plans not enough to protect species habitat, conservationists say**
- **Investing in Alberta's hemp industry**
- **Diversifying Alberta's insurance sector**
- **Alberta's fifth area code to launch on Saturday**

our **position statements**.

In collaboration with the RMA, the **Canoe Procurement Group of Canada** is pleased to provide **Alberta-exclusive offers** from local approved suppliers.

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## FEATURED:

### Winter 2022 Advocacy Report Card Now Available

The RMA is pleased to provide members with an update on advocacy efforts through the Winter 2022 Advocacy Report Card. The Advocacy Report Card is an important part of the RMA's efforts to be transparent and accountable to members, as it provides an update on advocacy efforts and the status of all active resolutions.

[Learn more...](#)

## MEMBER BULLETINS

Member bulletins are posted to [RMAAlberta.com](https://RMAAlberta.com) regularly each week.

Below is a list of all the member bulletins compiled from the past week.

### Register Today to Learn About Land Use Planning and Development Approval

Land use planning is one of the fundamental roles of municipalities, yet few municipal councillors are elected to office with much experience in this area. The Elected Officials Education Program (EOEP) Land Use Planning and Development Approvals Course is specifically developed to help councils get a better understanding of their role and key concepts.

[Learn more...](#)



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# ANNOUNCEMENTS

## RMA Insurance: Registration Now Open for RiskPro 2022

**RiskPro 2022** will be held virtually on May 17 - 18. All sessions can be completed in one day or over two days to accommodate busy schedules. RiskPro 2022 will dive into facets of Enterprise Risk Management (ERM) and Transform Your Risk through education sessions and interactive activities. **Registration is now open!**

## Alberta Rural Connectivity Forum

The Alberta Rural Connectivity Forum is running May 17 - 18, featuring local community broadband projects and government updates. This event will give an overview of what's available and possible for improving Alberta internet access. **See the agenda and register online today!**

## Economic Development Week 2022 Community Challenge in Alberta

We all know that economic development is critical. It is the foundational work that helps to create jobs, support businesses, and improve the quality of life in communities large and small. These days we are all feeling the impact the pandemic is having on the Alberta economy, and we recognize how this practice is bolstering municipalities, helping them recover. With COVID economic recovery as a top priority for many communities, it's important to encourage municipalities, large and small, to formally recognize and celebrate May 9 - 13, 2022 as "**Economic Development Week**" in their community. **Learn how you can support it in your community.**

## ACCPA Luncheon with Rachel Snyder

In conjunction with Homefront, United Way Calgary, REACH Edmonton, and Big Hill Haven, Alberta Community Crime Prevention Association (ACCPA) is pleased to announce a keynote luncheon with author Rachel Louise Snyder, recipient of the 2019 Kirkus Award

## AGRICULTURE UPDATE

Moisture Situation Update -  
April 20, 2022

### JOB POSTINGS

Town of Morinville  
**Manager, Planning &  
Economic Development**

Town of Edson  
**Finance Manager**

Leduc County  
**Planner - Development  
Services**

MD of Greenview  
**Utilities Supervisor**

MD of Bighorn  
**Community Peace Officer  
Level 1**

MD of Lesser Slave River  
**Facilities Maintenance  
Technician**

Municipality of Crowsnest  
Pass  
**Community Services Lead  
Hand**

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### LOOKING FOR INFORMATION FROM A PREVIOUS ISSUE?

View our **Contact newsletter  
archive** or our **member  
bulletin archive.**

Learn more  
about the key  
issues facing rural

in Nonfiction and New York Times Top 10 Books of the Year for her book, *No Visible Bruises: What We Don't Know About Domestic Violence Can Kill Us*. Through education, everyone has an opportunity to understand the ripple effect of domestic violence within their communities and hopefully become part of the solution. This May 10 event is separate from the cost and registration of the ACCPA conference. **Register today!**

## 2022 ARPA Conference and Energize Workshops Call for Presentations

Interested in sharing your ideas, research, or work with recreation and parks practitioners and decision makers from across Alberta? The Alberta Recreation and Parks Association (ARPA) Conference Education Committee invites you to submit a presentation proposal for the 2022 ARPA Conference and Energize Workshop by midnight on May 15, 2022 to be considered as a speaker at the conference. **Learn more about the call for presentations or the conference.**

## MCCAC Updates

- **Alberta communities making big change.** While there were big gains in solar electricity **generation last year**, energy management is where there was the biggest splash. Last year, MCCAC helped create **108 energy efficiency jobs** in Alberta! On top of which, it added 23 Municipal Energy Managers whose salaries are funded (up to \$80,000) by the MCCAC. Take a look at our latest blog post and see how communities have made real change in the **Our Impact in Alberta Report 2021**.
- **They did it, so can you.** Communities like the Town of Edson and Sturgeon County are lowering energy costs, generating immediate and long-term savings, improving infrastructure, and reducing greenhouse gas emissions. Stories like theirs show how communities in Alberta are creating lasting change. Here MCCAC features their case studies and shows how a **Municipal Energy Manager makes big changes**.

Alberta by reading  
our **position  
statements**.

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In collaboration with  
the RMA, the  
**Canoe  
Procurement  
Group of Canada** is  
pleased to provide  
**Alberta-exclusive  
offers** from local  
approved suppliers.

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## IN THE NEWS

- **Self-generation and sale of excess power in Alberta enabled under proposed legislation**
- **Alberta city wants to ban spitting and educate the public about 'community standards'**
- **Chris Varcoe: Alberta industry placing billion-dollar bets on hydrogen payoff**
- **'Our staff is tired': Alberta's chief paramedic on how EMS is coping with spike in calls**
- **Canada plans new \$1-billion radar to protect North American cities**
- **Private schools will not be exempt from tuition reporting rules, minister says**
- **New red tape reduction bill aims to save Albertans time and money**
- **Oil and gas will be around a lot longer than some think, despite climate change goals: RBC**
- **Montem Resources exploration of renewable energy project in southwestern Alberta raises questions**



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**Our mailing address is:**

2510 Sparrow Drive  
Nisku, AB T9E 8N5

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