

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 MINUTES

3.1 REGULAR MEETING HELD JUNE 18, 2024

[Schedule A](#)

4.0 ACTION ITEMS:

**4.1 SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 24-R-825
SW 18-61-5-W5 (COOPER)**

Administration recommends that Council approve subdivision application 24-R-825 proposing to create a fragmented 22.74 ha (56.2 acre) agricultural parcel from within SW 18-61-5-W5 with the conditions as presented.

[Schedule B](#)

4.2 2023 ANNUAL REPORT

Administration recommends that Council approves the 2023 Annual Report as presented.

[Schedule C](#)

4.3 2025 BUDGET SCHEDULE

Administration recommends that Council approves the 2025 Budget Schedule as presented.

[Schedule D](#)

4.4 2024 CONSTRUCTION PROJECT 24-740

Administration recommends that Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, Landscape Borrow Area and Crop Damage on Access Road, and Borrow Area and Crop Damage on Access Roads to Borrow Area for 2024 Road Reconstruction Project #24-740 – South of SW 9-62-4-W5, through 9-62-4-W5, South and East of SE 16-62-4-W5.

[Schedule E](#)

4.5 LAND USE BYLAW 4-2024 – SECOND READING

Administration recommends that Council give 2nd reading to Land Use Bylaw 4-2024, with the amendments as directed.

[Schedule F](#)

Land Use Bylaw 1ST Reading

[Schedule G](#)

LUB Post Public Hearing Report

[Schedule H](#)

5.0 REPORTS

5.1 COUNTY MANAGER REPORT

Administration recommends that Council accept the County Manager's report for information.

- Resolution Tracking List
[Schedule I](#)
- June AAIP Monthly Status Report
[Schedule J](#)

5.2 PUBLIC WORKS REPORT

(9:30 a.m.)

Administration recommends that Council accept the Director of Infrastructure's report for information.

[Schedule K](#)

5.3 COUNCILLOR REPORTS

6.0 INFORMATION ITEMS:

- 6.1 **Letter from Minister of Municipal Affairs Re: Update on CCBF Funding** – received June 14, 2024

[Schedule L](#)

7.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL - HELD JUNE 18, 2024

Regular Meeting of the Council of the County of Barrhead No. 11 held June 18, 2024 was called to order by Reeve Drozd at 9:01 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane (departed at 10:53 a.m.)
Councillor Paul Properzi
Councillor Walter Preugschas
Councillor Jared Stoik

**THESE MINUTES ARE
UNOFFICIAL AS THEY HAVE
NOT BEEN APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager
Pam Dodds, Executive Assistant
Tamara Molzahn, Director of Corporate
Services

Travis Wierenga, Public Works Manager
Adam Vanderwekken, Corporate
Communications Coordinator

ATTENDEES

Public Attendee – S. Dewar
Barry Kerton - Town and Country Newspaper

CONDOLENCES

Reeve Drozd on behalf of Council, expressed condolences to Councillor Lane on the passing of his wife.

APPROVAL OF AGENDA

2024-192 Moved by Deputy Reeve Schatz that the agenda be approved with the following in-camera addition:

Item 4.7 – Landowner Environmental Issue – *FOIP Sec. 24 Advice from Officials*

Carried Unanimously.

MINUTES OF REGULAR MEETING HELD JUNE 4, 2024

2024-193 Moved by Councillor Lane that the minutes of the Regular Meeting of Council held June 4, 2024, be approved as circulated.

Carried Unanimously.

MINUTES OF SPECIAL MEETING HELD JUNE 6, 2024

2024-194 Moved by Councillor Preugschas that the minutes of the Special Meeting of Council (Land Use Bylaw Public Hearing) held June 6, 2024, be approved as circulated.

Carried Unanimously.

MEMORANDUM OF AGREEMENT (MOA) WITH ALBERTA TRANSPORTATION FOR STIP FUNDING FOR BRIDGE FILE 74538

2024-195 Moved by Councillor Kleinfeldt that Council authorizes the Reeve to sign the MOA between Alberta Transportation and the County of Barrhead to access grant funds to a maximum of \$300,000 under the STIP Local Road Bridge Component for BF 74538 Bridge Maintenance.

Carried Unanimously.

REGULAR MEETING OF COUNCIL - HELD JUNE 18, 2024

MEMORANDUM OF AGREEMENT (MOA) WITH ALBERTA TRANSPORTATION FOR STIP FUNDING FOR BRIDGE FILE 74974

- 2024-196 Moved by Councillor Lane that Council authorizes the Reeve to sign the MOA between Alberta Transportation and the County of Barrhead to access grant funds to a maximum of \$255,000 under the STIP Local Road Bridge Component for BF 74974 Bridge Maintenance.
- Carried Unanimously.

MEMORANDUM OF AGREEMENT (MOA) WITH ALBERTA TRANSPORTATION FOR STIP FUNDING FOR BRIDGE FILE 77360

- 2024-197 Moved by Councillor Preugschas that Council authorizes the Reeve to sign the MOA between Alberta Transportation and the County of Barrhead to access grant funds to a maximum of \$348,750 under the STIP Local Road Bridge Component for BF 77360 Bridge Maintenance.
- Carried Unanimously.

PUBLIC WORKS REPORT

Travis Wierenga, Public Works Manager, reviewed the written report for Public Works & Utilities and answered questions from Council.

- 2024-198 Moved by Councillor Properzi that the report from the Public Works Manager be received for information.
- Carried Unanimously.

Tamara Molzahn joined the meeting at 9:30 a.m.

2024 PROJECT DASHBOARD

- 2024-199 Moved by Councillor Properzi that Council accept the 2024 Project Dashboard for information.
- Carried Unanimously.

Travis Wierenga departed the meeting at 9:43 a.m.

2024 CYBER SECURITY UPDATE

- 2024-200 Moved by Councillor Properzi that Council accept the Cyber Security Update report for information.
- Carried Unanimously.

DIRECTOR OF CORPORATE SERVICES REPORT

- 2024-201 Moved by Councillor Kleinfeldt to accept the following Director of Corporate Services reports for information:
- Cash, Investments & Taxes Receivable as of May 31, 2024
 - Payments Issued for the month of May 2024
 - YTD Budget Report for 5 months ending May 31, 2024
 - YTD Capital Recap for period ending May 31, 2024
 - Elected Official Remuneration Report as of May 31, 2024
- Carried Unanimously.

Tamara Molzahn departed the meeting at the time of 10:19 a.m.

INFORMATION ITEMS

- 2024-202 Moved by Deputy Reeve Schatz that Council accepts the following items for information:
- Letter from Alberta Transportation Re: STIP Funding for Bridges – dated May 28, 2024
 - Letter from Barrhead Public Library Re: Thank you – dated May 24, 2024
 - News Release from Office of Premier Re: Emergency Medical Service Response – dated June 4, 2024
 - Memo from LSAC to RMA Re: Insurance Claim – dated June 6, 2024
 - Invite from Carol's Country Cottage
 - Letter from Deputy Mayor of Kitami City Japan Re: Appointment to Office – dated May 2024

Carried Unanimously.

RECESS

Reeve Drozd recessed the meeting at 10:20 a.m.

Reeve Drozd reconvened the meeting at 10:30 a.m.

BARRHEAD & DISTRICT SENIOR CITIZENS SOCIETY – FUNDING REQUEST

- 2024-203 Moved by Councillor Stoik that Council deny the request from the Barrhead & District Senior Citizens Society for up to \$12,000 to assist with upgrading the kitchen at the Senior's Drop In Center in the Town of Barrhead.

Carried 5-2.

COUNTY MANAGER REPORT

Debbie Oyarzun, County Manager, reviewed the 2024 Resolution Tracking List and included updates on:

- Committee of the Whole meeting on June 14, 2024 with follow-up to be provided to Council on:
 - Clean Energy Improvement Program Options
 - Community Grants
 - NEW Traffic Bylaw
- County Policy Committee meeting to be held July 4, 2024
- Special Council Meeting for CAO review to be held June 26, 2024

Adam Vanderwekken joined the meeting at 10:44 a.m.

- Event Report for Pond Days held June 5 & 6, 2024

- 2024-204 Moved by Councillor Lane that the County Manager's report be received for information.

Carried Unanimously.

Councillor Lane and Adam Vanderwekken departed the meeting at 10:53 a.m.

COUNCILLOR REPORTS

Councillor Stoik reported on his attendance at the ASB meeting and Land Use Bylaw Public Hearing.

Councillor Preugschas reported on his attendance at the Cooperative Extension Working Group meeting, ASB meeting, Land Use Bylaw Public Hearing, Athabasca Watershed Council AGM, Committee of the Whole meeting, Meeting with Crown Counsel and RCMP, APRA meeting regarding plastic recycling pilot, Barrhead Street Festival, and Museum Open House.

Councillor Kleinfeldt reported on his attendance at the Land Use Bylaw Public Hearing, Committee of the Whole meeting, Meeting with Crown Counsel and RCMP, Barrhead Street Festival, and Yellowhead Regional Library meeting.

COUNCILLOR REPORTS (Continued)

Councillor Properzi reported on his attendance at the Land Use Bylaw Public Hearing, Committee of the Whole meeting, and Meeting with Crown Counsel and RCMP.

Deputy Reeve Schatz reported on his attendance at the ASB meeting, Land Use Bylaw Public Hearing, Seed Cleaning Plant meeting, Committee of the Whole meeting, Meeting with Crown Counsel and RCMP, Barrhead Street Festival, and judging Lemonade Day.

Reeve Drozd reported on his attendance at the ASB meeting, Land Use Bylaw Public Hearing, 73rd Annual Air Cadets Ceremonial Review, Committee of the Whole meeting, Meeting with Crown Counsel and RCMP, Barrhead Street Festival, and office administration duties.

DRAFT RESOLUTION TO RMA

- 2024-205 Moved by Councillor Properzi that Council direct Administration to prepare a draft resolution for Pembina Zone meeting to request RMA to setup a working group (similar to Quasi-Judicial Agencies Committee) to examine and understand the challenges of addressing rural crime.
- Carried 6-0.

IN-CAMERA SESSION

- 2024-206 Moved by Councillor Properzi that Council move in-camera at 11:16 a.m. for discussion on:
- Landowner Environmental Issue – *FOIP Sec. 24 Advice from Officials*
- Carried 6-0.

Pam Dodds, Barry Kerton, and public attendee departed the meeting at 11:16 a.m.

Don Medcke joined the meeting at 11:16 a.m.

- 2024-207 Moved by Councillor Properzi that Council move out of in-camera at 11:32 a.m.
- Carried 6-0.

ADJOURNMENT

- 2024-208 Moved by Councillor Stoik that the meeting adjourn at 11:33 a.m.
- Carried 6-0.



TO: COUNCIL

**RE: SUBDIVISION APPLICATION – SW 18-61-5-W5
COOPER - MUNICIPAL PLANNING FILE NO 24-R-825**

ISSUE:

Application has been received to create a fragmented 22.74 ha (56.2 acre) agricultural parcel within SW 18-61-5-W5.

BACKGROUND:

- Land is in the Agriculture District under Land Use Bylaw 5-2010.
- Land was previously unsubdivided and is vacant, other than an oil lease access road.

ANALYSIS:

- Size of the proposed parcel meets the requirements of both the LUB and MDP.
- Site is fragmented from the quarter section by Highway 763. Municipal Development Plan (MDP) has no size requirement for fragmented parcels.
- Access to proposed lot will be from Highway 763. Access to the remainder lot will be from Township Road 612.
 - Alberta Transportation has no requirements.
 - No improvements to approaches are recommended by Public Works for Township Road 612.
- Road widening is required on the south boundary of the quarter.
- Private septic inspection is not required as parcel is vacant.
- Reserves are not due as this is the 1st parcel out of the quarter.
- Wetlands and creeks impact the remainder parcel; however a wetland assessment was undertaken, and suitable building sites appear to exist.
 - Alberta Forestry & Parks did not have any concerns or requirements.
 - Planner recommends that the area identified in the wetland assessment as wetland areas be included in an Environmental Reserve Easement (ERE), with the exception of the lease access road area.

RECOMMENDATION FROM SUBDIVISION AUTHORITY OFFICER (Planner):

That the subdivision application be approved at this time, subject to the following conditions:

1. That, prior to or concurrent with the registration of an instrument affecting this plan, an Environmental Reserve Easement (ERE), in a form and affecting an area approved by the Subdivision Authority Officer, be granted to the County of Barrhead. The plan to be used to describe the Easement shall include all the lands identified within the proposed parcel as "wetland", as shown on the attached schedule A, with the exception of the lease access road area, and shall be reviewed by the Subdivision Authority Officer before being finalized.
2. That prior to endorsement of an instrument affecting this plan, the registered owner and/or developer enter into a land acquisition agreement with the County of Barrhead pursuant to Section

655 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, which land acquisition agreement shall include a provision that the County will acquire a 17-foot wide future road widening on the southern boundary of the quarter section. The County's interest will be registered by caveat on title. The caveat will remain on title until such time as the road is widened.

3. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead.
4. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

ADMINISTRATION RECOMMENDS THAT:

Council approve subdivision application 24-R-825 proposing to create a fragmented 22.74 ha (56.2 acre) agricultural parcel from within SW 18-61-5-W5 with the conditions as presented.

DATE RECEIVED: APR 13 2024

DEEMED COMPLETE: April 30, 2024

This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of the application, or by a person authorized to act on the registered owner's behalf.

1. Name of registered owner of land to be subdivided

Shirley Cooper

Address, Phone Number, and Fax Number

[Redacted]

Redacted
FOIP Sec. 17

2. Name of person authorized to act on behalf of owner (if any)

Trudy Cooper

Address, Phone Number, and Fax Number

[Redacted]

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

ALL PART of the SW ¼ SEC. 18 TWP. 61 RANGE 5 WEST OF 5 MERIDIAN.

Being ALL PART of LOT _____ BLOCK _____ REG. PLAN NO. _____ C.O.T. NO. _____

Area of the above parcel of land to be subdivided 22.743 hectares (56.2 acres)

Municipal address (if applicable) N/A

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of: County of Barrhead No. 11

b. Is the land situated immediately adjacent to the municipal boundary? YES NO

If 'YES', the adjoining municipality is _____

b. Is the land situated within 1.6 KM of a right-of-way of a highway? YES NO

If 'YES', the Highway # is: 763

d. Is a river, stream, lake, other water body, drainage ditch, or canal within (or adjacent to) the proposed parcel? YES NO wetlands

If 'YES', the name of the water body/course is: _____

e. Is the proposed parcel within 1.5 KM of a sour gas facility? YES NO

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED (Please describe)

Existing Use of the Land	Proposed Use of the Land	Land Use District Designation (as identified in the Land Use Bylaw)
<u>Ag</u>	<u>Ag</u>	<u>Ag</u>

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (Please describe, where appropriate)

Nature of the Topography (e.g. flat, rolling, steep, mixed)	Nature of the Vegetation and Water (e.g. brush, shrubs, treed, woodlots)	Soil Conditions (e.g. sandy, loam, clay)
<u>mixed</u>	<u>treed ; brush</u>	<u>sandy ; clay</u>

7. STRUCTURES AND SERVICING

Describe any buildings/structures on the land and whether they are to be demolished or moved.

Describe the manner of providing water and sewage disposal.

NA -> there are no buildings/structures NA

8. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

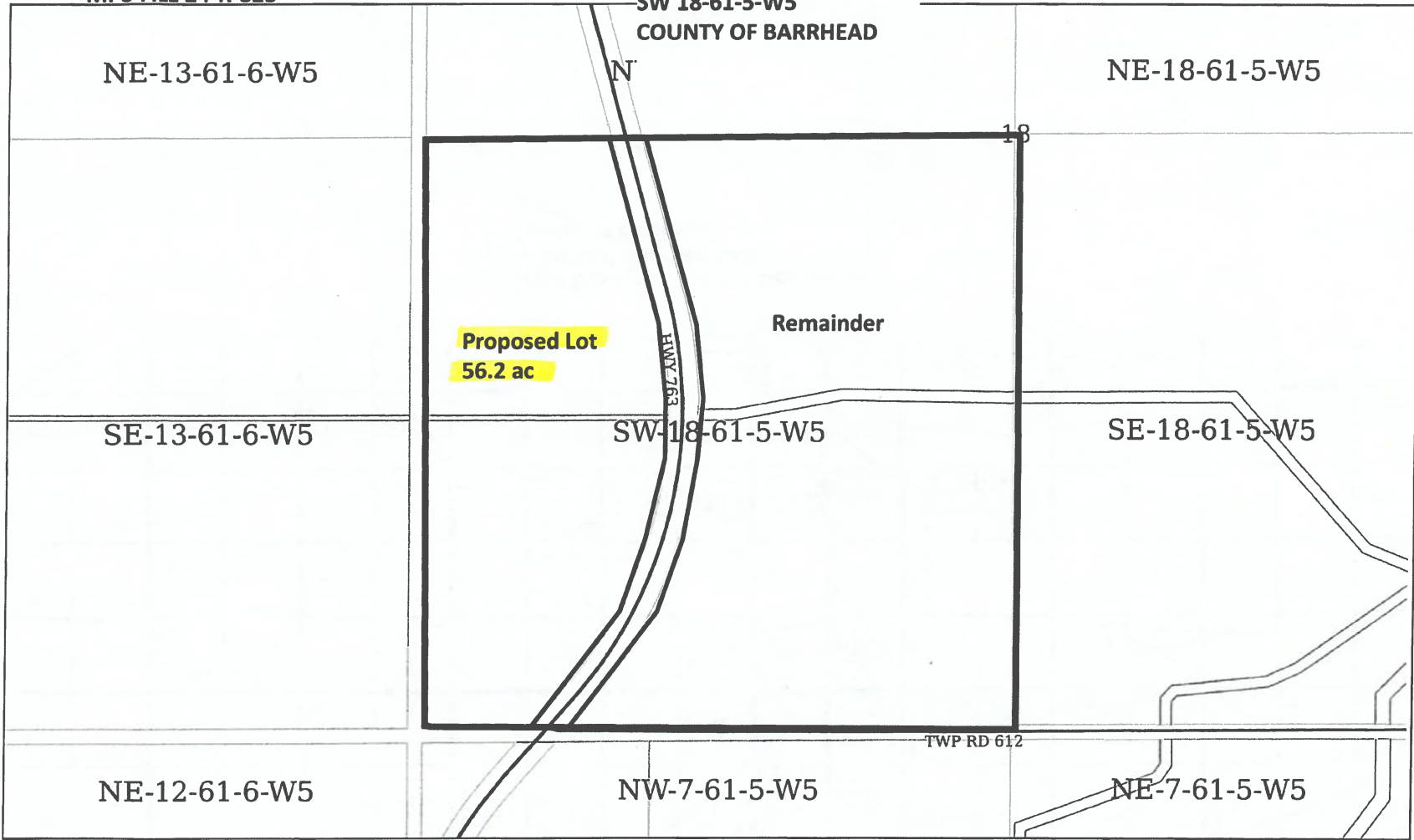
I, Trudy Cooper hereby certify that I am the registered owner OR I am the agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is (to the best of my knowledge) a true statement of the facts relating to this application for subdivision.

Signature: [Redacted]

Date: Feb 25, 2024

MPS FILE 24-R-825

TENTATIVE PLAN
SW 18-61-5-W5
COUNTY OF BARRHEAD



Proposed Lot
56.2 ac

Remainder

TWP RD 612



Scale 1: 7,500

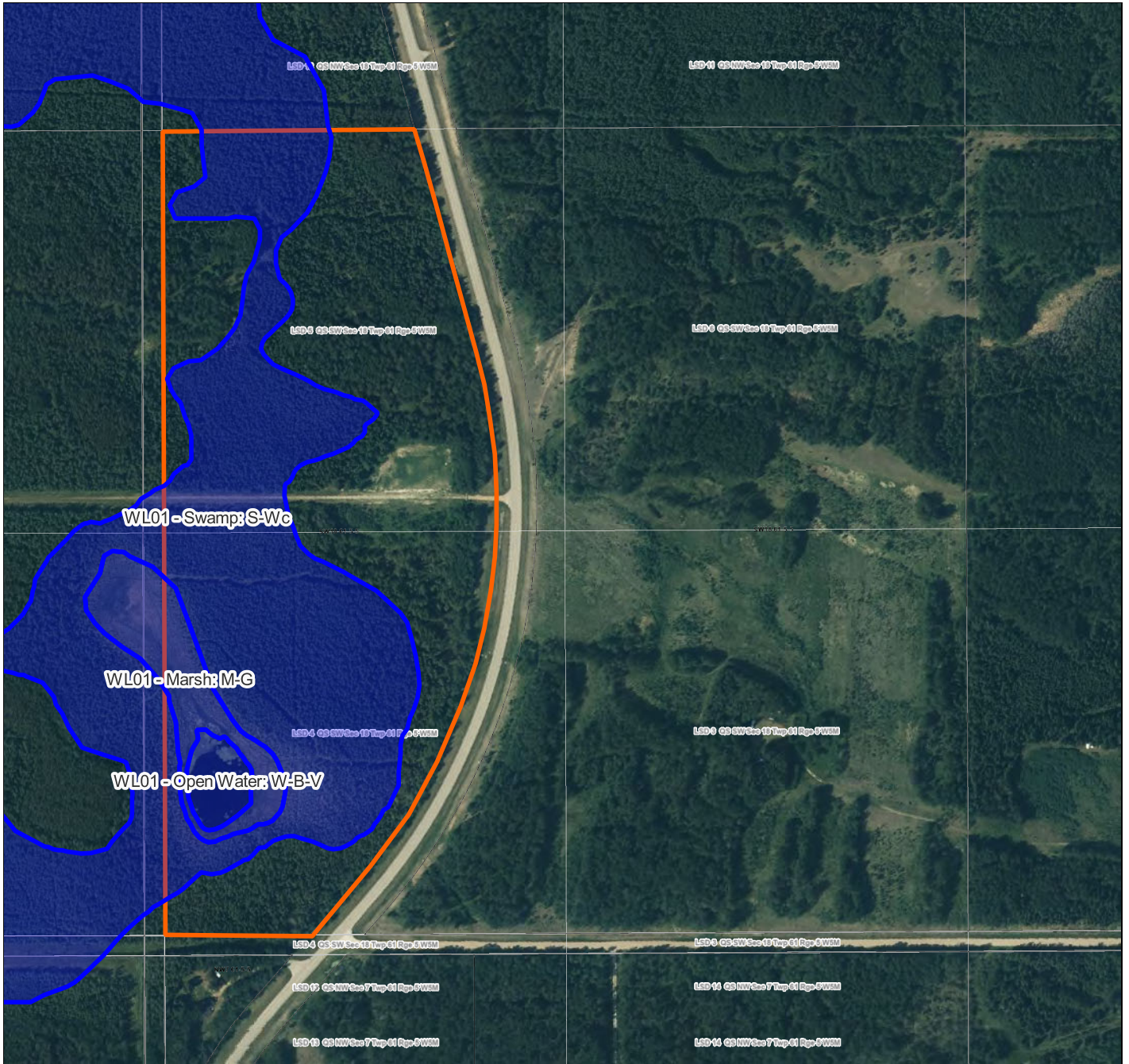


Titled Area: 61.21 ha (151.38 ac)
Proposed Lot: 22.74 ha (56.2 ac)
Remainder: 38.47 ha (95.18 ha)

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Schedule A - ERE Area

Shirley Cooper: SW-18-061-05 W5M (Valtus Views)



Legend: Cadastral Block and Lot Assessment Area Wetland		Additional Notes: Wetland areas within Assessment Area: WL01 - Swamp - S-Wc: 9.834 ha WL01 - Marsh - M-G: 1.012 ha WL01 - Open Water - W-B-V: 0.481 ha Upland areas within Assessment Area: 11.729 ha Photo ID: Valtus Views		Scale: 0 75 150 m 1: 6,000 Coordinate System: NAD 1983 10TM AEP Forest Please note, wetlands were delineated by desktop assessment. Wetland boundaries and classification have not been field verified.		 noralta PAGE 01 OF 01
Location: SW-18-061-05 W5M, West of Highway 763		Client: Shirley Cooper		File No.: 61085		
Date: April 3, 2024	DWN: RM	CHKD: MG	Project: Wetland Assessment		Title: Site Diagram	



Subdivision Report FILE INFORMATION

File Number: 24-R-825
Municipality: County of Barrhead No. 11
Legal: SW 18-61-5-W5
Applicants: Trudy Cooper
Owners: Shirley Cooper

Date Acknowledged: April 30, 2024
Referral Date: April 30, 2024
Decision Due Date: June 29, 2024
Revised Decision Date: n/a
Date of Report: June 17, 2024

Existing Use: Agriculture
Proposed Use: Country Residential
District: Agriculture (A)
Soil Rating: 31%, 6% and 4%

Gross Area of Parcel: 61.21 ha (151.38 ac.)
Net Area of Lot: 22.74 ha (56.2 ac.)
Reserve Status: Not required

1. SITE DESCRIPTION AND ANALYSIS

This proposal is to subdivide a vacant, fragmented 22.74 ha (56.2 ac.) agricultural parcel from a previously unsubdivided quarter section (SW 18-61-5-W5), in the County of Barrhead No. 11. The proposed parcel is fragmented from the quarter section by Highway 763.

The site is in the northern portion of the County of Barrhead, approximately 3.0 miles south of the Athabasca River, which is the boundary between Woodlands County and the County of Barrhead No. 11.

The site is adjacent to Highway 763 and Township Road 612 (southern boundary). The site is fragmented by Highway 763. Access to the proposed parcel will be from Highway 763. Access to the remainder will be from Township Road 612. Access requirements can be met from the local road and the regional highway system.

From a review of the provincial data, the subject site is not affected by:

- an identified historic resource;
- an approval, license or registration issued under an Act for which the Minister of Environment & Protected Areas is responsible;
- flood hazards lands;

The site may be affected by:

- abandoned well;
- pipeline right of way (Plans 5290 KS, Plan 3405 TR, and Plan 862-1249);
- active oil/gas facilities;
- wetlands identified on the Merged Wetland Inventory and confirmed in the wetland assessment prepared by NORALTA Environmental Services Ltd.;
- the province has also identified the site as being within a “high-risk watershed area”.

From the application, the proposed use is “Agriculture.”

The proposed parcel is the western portion of the quarter section fragmented from the remainder by highway 763. The proposed parcel is not serviced by a drilled water well or private sewage disposal system. There are large wetlands identified within the proposed lot on the Merged Wetland Inventory and wetland assessment. The aerial photograph shows the western portion of the quarter section as being treed and treed swamp area. There appears to be an existing approach to the proposed lot from the highway that roughly follows the pipeline ROW.

The remainder is undeveloped and contains treed lands, cleared areas, and a pipeline corridor. The remainder appears suitable for agricultural use. Wetlands have not been identified within the remainder.

The County assessment sheets show the subject quarter section as containing 57 ac. at 31.0%, 53 ac. at 6.5% and 40.4 ac. at 4.5%. The proposed parcel is vacant and does not include cultivated lands.

In the opinion of the planner, the proposed subdivision should not significantly impact the agricultural capability of the quarter section. The proposed subdivision appears reasonable. There appears to be reasonable building sites on the proposed parcel and on the remainder of the titled area.

2. AGENCY & ADJACENT LANDOWNER COMMENTS

Agency	Comments
1. County of Barrhead	<ul style="list-style-type: none"> • A Development Agreement is required for road widening (along TWP. Rd.612 (southern boundary). • Reserves are not required. • Property taxes are not outstanding. • The proposal conforms to the County's LUB and MDP. • Site is not within 1.5 km of sour gas facility. • Site is within 2 miles of a CFO. • No PSDS inspection required.
2. AB Forestry and Parks	<ul style="list-style-type: none"> • No concerns. • If there is future development on the site the wetland report will need to be adhered too and possibly a higher level with field verification [be provided] if the development is substantial.
3. Alberta Energy Regulator	<ul style="list-style-type: none"> • No response. • The applicant has indicated that the site is not affected by sour gas facilities. • Facilities with AER licences are located within the quarter section. • The site is affected by an abandoned well (in proposed lot). There appears to be a suitable building site outside of the required setback area.
4. Alberta Transportation	<ul style="list-style-type: none"> • No objections. • This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of ss. 18 and 19 of the <i>Matters Related to Subdivision and Development Regulation</i>, AR 84/2022, due to the proximity of Highway 763. • The requirements of s. 18 are met, therefore no variance is required. While no variance is required, the department expects the municipality will mitigate the impacts from this proposal to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 648(2)(c.2) of the <i>Municipal Government Act</i>. • The requirements of s. 19 of the Regulation are not met. See terms and conditions for rationale. • Pursuant to Section 20(1) of the Regulation, Alberta Transportation grants approval for the subdivision authority to vary the requirements of s. 19 of the <i>Regulation</i>. • The Matters Related to Subdivision and Development Regulation states that when a proposal does not meet the requirements of Section 19(3), the subdivision authority must require the developer to provide a service road that is satisfactory to Transportation and Economic Corridors. Given the nature of this proposal, to meet the requirements of Section 19(2) of the regulation, Transportation and Economic Corridors would be satisfied if the subdivision authority required no service road to be dedicated.

5. Canada Post	<ul style="list-style-type: none"> No response.
6. Woodlands County	<ul style="list-style-type: none"> No response
7. N7 Energy	<ul style="list-style-type: none"> No objections. N& Energy hereby grants the land owner use of the existing approach and part of the access road within SW 18-61-5-W5 as reflected in the surface lease agreement dated Nov. 10, 2000.
8. Apache Canada	<ul style="list-style-type: none"> No response.
9. Paramount Resources Ltd.	<ul style="list-style-type: none"> No response.
10. FortisAlberta	<ul style="list-style-type: none"> No response.
11. Telus Communications	<ul style="list-style-type: none"> No objections.
12. Apex Utilities	<ul style="list-style-type: none"> No Objections. Please notify Alberta Safety Partners at 1 (800) 242-3447 to arrange for “field locating” should excavations be required within the described area. Any relocation of existing facilities will be at the expense of the developer and payment of contributions required for new gas facilities will be the responsibility of the developer.
13. Pembina Hills School Division	<ul style="list-style-type: none"> No objections. No Reserves requested.
14. Alberta Health Services	<ul style="list-style-type: none"> No response. MPS notes that development on the subject site must be carried out in a manner that does not create a nuisance, as defined in the <i>Public Health Act</i>, R.S.A. 2000, c. P-37, as amended and the <i>Nuisance and General Sanitation Regulation</i>, AR 243/2003. Further, setback distances outlined in ss. 15(1) and 15(2) of the <i>Nuisance and General Sanitation Regulation</i> must be met.

Adjacent landowners were notified on April 30, 2024. *One comment was received from an adjacent landowner who indicated he had no concerns.*

3. STATUTORY ANALYSIS

MDP AND LUB REQUIREMENTS

The subject site is designated “Agriculture” in the County of Barrhead *Municipal Development Plan Bylaw 4-2010* (MDP). Farming is the intended use of the land. Section 3.1.3(6) states that subdivision of the quarter section for country residential use based on an equal split of the quarter section (commonly called an 80-ac. split) or subdivision of the quarter section on the basis of a natural or man-made fragmentation by a river, railroad, or road is allowed without requiring an amendment to the Land Use Bylaw. Table 1 in Section 3.2.3(15) of the Plan indicates that country residential uses are allowed, with a normal, combined maximum area of 6.0 ha (15.0 ac.) allowed for residential parcels, and a maximum of 3 country residential parcels and/or fragmented parcels within the quarter section. The subdivision would create a total of 1 fragmented agricultural parcel for and 1 agricultural parcel. It will subdivide a total area of 22.74 ha (56.2 ac.) for AG use from the quarter section. The proposed subdivision will create a 2nd titled area on the quarter section. **Therefore, the proposed subdivision conforms to Section 3.2.3(15) of the County MDP.**

The subject site is in the Agricultural (A) District in the County of Barrhead *Land Use Bylaw 5-2010* (LUB). Single detached dwellings are allowed. For agricultural use the minimum parcel area shall be 32.4 hectares (80.0 acres) except where a parcel has been, or may be, subdivided in accordance with this Bylaw or applicable statutory plan(s). The maximum parcel area shall be at the discretion of the Subdivision Authority. The proposed subdivision is for a fragmented parcel in accordance with the provisions of the MDP and LUB and is consistent with Section 8.2(3)(a)(i). The proposed parcel is 22.74 ha (56.2 ac.) and is fragmented from the quarter section by the Highway. **Therefore, this subdivision conforms to the County’s Land Use Bylaw.**

MGA AND MRS DR REQUIREMENTS

Section 10 of the *Matters Related to Subdivision and Development Regulation*, AR 84/2022, requires that the written decision of a Subdivision Authority include reasons for the decision, including an indication of how the Subdivision Authority has considered any submissions made to it by the adjacent landowners and the matters listed in Section 9 of the *Regulation*. Section 9 indicates that, in making a decision, a Subdivision Authority must consider its topography; its soil characteristics; storm water collection and disposal; any potential for flooding, subsidence or erosion; accessibility to a road; the availability and adequacy of water supply, sewage disposal system, and solid waste disposal; whether the proposal complies with the requirements of the *Private Sewage Disposal Systems Regulation*; the use of land in the vicinity; and any other matters that it considers necessary to determine whether the land is suitable for the purposes for which the subdivision is intended.

In the opinion of the planner, with respect to these matters:

- topography
- soil characteristics
- storm water
- water supply
- sewage disposal
- solid waste
- flooding
- subsidence/erosion
- accessibility
- *Private Sewage Disposal Systems Regulation*
- use of land in vicinity
- other matters

the proposed subdivision appears satisfactory.

A note following the decision can indicate the Subdivision Authority's indication and satisfy the Regulation in this regard.

Sections 11 through 20 of the *Matters Related to Subdivision and Development Regulation* are satisfied.

The proposed subdivision will subdivide the first parcel out within the quarter section. In the opinion of the planner, section 663(a) of the *Municipal Government Act* applies to the proposed lot and Reserves are not due.

The subject site is affected by wetlands and contains facilities with licences issued by the AER, appeal of the decision is to the Land and Property Rights Tribunal.

Reserves

The ability to take Reserves is noted above.

4. SUMMARY

The proposed subdivision is for country residential use, and may conform to provisions in the County's Land Use Bylaw and Municipal Development Plan as well as the requirements outlined in the MGA and applicable Regulations therefore the subdivision can be approved subject to the following conditions:

1. Environmental Reserve Easement
2. Land Acquisition re: Road Widening
3. Accesses and approaches
4. Taxes up to date

5. RECOMMENDATION

That the subdivision application be approved at this time, subject to the following conditions:

1. That, prior to or concurrent with the registration of an instrument affecting this plan, an Environmental Reserve Easement, in a form and affecting an area approved by the Subdivision Authority Officer, be granted to the County of Barrhead No. 11. The plan to be used to describe the Easement shall include all the lands identified within the proposed parcel as "wetland", as shown on the attached schedule A, and shall be reviewed by the Subdivision Authority Officer before being finalized.
2. That prior to endorsement of an instrument affecting this plan, the registered owner and/or developer enter into a land acquisition agreement with the County of Barrhead No. 11 pursuant to Section 655 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, which land acquisition agreement shall include a provision that the County will acquire a 17-foot wide future road widening on the southern boundary of the quarter section. The County's interest will be registered by caveat on title. The caveat will remain on title until such time as the road is widened.
3. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead No. 11.
4. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

Attachments:

1. Application
2. Location map
3. Site plan
4. Proposed Tentative Plan of Subdivision
5. Schedule A – ERE Area



TO: COUNCIL

RE: 2023 ANNUAL REPORT

ISSUE:

Council is required to approve the 2023 Annual Report prior to posting on the County website.

BACKGROUND:

- Council appointed Greilach Lussier LLP to audit the 2023 Financial Statements.
- April 2, 2024 – Council approved the 2023 Audited Financial Statements.
- Intent of an Annual Report is to provide public disclosure of the County’s operating and financial activities over the past year.
- It is used to evaluate the municipality’s financial performance and to make decisions in the best interest of the ratepayers.
- Since 2019, the County Annual Report has been posted on the County’s website following approval of the Audited Financial Statements.

ANALYSIS:

- 2023 Annual Report is attached and includes the following:
 - Introduction (including the Reeve’s Report)
 - 2023 Highlights from each department
 - 2023 Audited Financial Statements
- 2023 Annual Report will be posted on the County website once approved by Council.

STRATEGIC ALIGNMENT:

Posting the 2023 Annual Report for the public aligns with the Strategic Plan in the following area:

- PILLAR 4: GOVERNANCE & LEADERSHIP
 - GOAL 2 County demonstrates an open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council approves the 2023 Annual Report as presented.



2023 ANNUAL REPORT

For year ending
December 31, 2023

JUNE 2024

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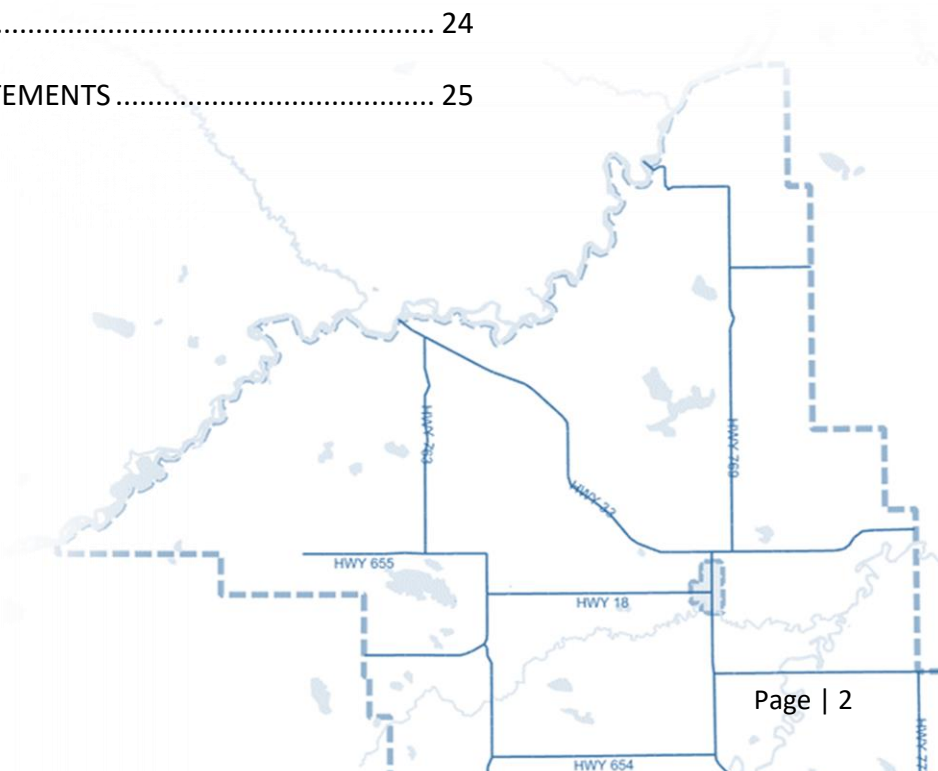
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2023 COUNTY COUNCIL

Your 2023 County Council is committed to representing residents and businesses, delivering good governance, and providing services that enhance our municipality. This commitment is enacted through bylaws or resolutions made at council meetings, which gives direction for Administration to follow.

Council meetings are usually held on the 1st and 3rd Tuesday of each month, and are open to the public. Visit our website for meeting schedules and agenda packages. If you would like to formally speak to Council during a meeting, you must submit a delegation request form to be placed on the agenda. Contact the County office for more information.

Feel free to contact your Councillor! You can find the Councillor for your division and their contact information at www.CountyBarrhead.ab.ca/p/Council.



REEVE'S REPORT



Doug Drozd
Reeve, Division 1
Councillor

This report is intended to give you an insight into the activities of the Council of the County of Barrhead. While agendas and minutes are publicly available on the website, I would like to share a few of the Highlights.

Major projects for 2023 were the paving of Range Road 22 and Range Road 40, both have been planned for several years and were included in the multi-year Capital Plan. Also in the Capital Plan was the overlay in the Hamlet of Thunder Lake. The Hamlet was originally paved in 2005 and required an overlay to maintain the pavement. Paving projects were primarily funded by provincial and federal grants with the balance of funds coming from reserves.

Council directed administration to set up a Community Peace Officer program and budgeted funds to acquire necessary equipment and staff the position. It also required the approval of more than a dozen accompanying policies, Memorandum of Agreement with the RCMP and approval and authorization from the Ministry of Public Safety & Emergency Services.

In 2023, Council initiated community engagement regarding the review of the Land Use Bylaw. The public engagement process was comprehensive and will continue into the summer of 2024.

Wildfires in 2023 resulted in Barrhead Regional Fire Services (BRFS) manpower and equipment being deployed throughout the province. The Provincial Government fairly compensated BRFS, and Council provided direction to support our Firefighters who left their homes and jobs by paying them at the higher-level set by the province. Council also directed that our share of the revenue from equipment fees be added to our reserves dedicated to replace firefighting equipment.

In 2023, the majority of the work was completed on the feasibility study for repurposing the old ADLC building. Council would like to thank the wide range of stakeholders who participated in the Visioning Exercise. Lots of great ideas were generated. We are excited to determine whether repurposing this building as a joint municipal facility would benefit our community.

We also made the first steps in 2023 towards an effective recycling program. The County pre-registered with Alberta Recycling Management Authority for the Extended Producer Recycling program. More on this in the future.

In an effort to support the many Community Halls in the county, Council approved funding to perform a facility condition assessment on any Hall that requested more information into the actual state of their facilities. As always, the aim is to assist the halls in making informed decisions.

Council also endorsed Councillor Preugschas and myself to serve on Provincial committees. Councillor Preugschas was nominated to serve on the Cooperative Agriculture Extension Working Group as a representative of the Agricultural Service Boards of Alberta. Council also endorsed my application and selection to serve on the province-wide Committee on Quasi-Judicial Agencies. This committee is made up of members from the Rural Municipalities of Alberta, which focused on solutions to make quasi-judicial agencies in Alberta more responsive to the needs of rural municipalities.

Council is thankful for the skill and dedication of CAO Debbie Oyarzun and her staff. Council is regularly supplied with detailed information required to make informed decisions. Business of the County of Barrhead is in good hands.

Lastly, we appreciate your support. Lately, it seems that some groups rush to condemn what they don't understand. This is understandable, as learning the responsibilities of council and the function of municipal government can be a steep learning curve. Be assured that our values mirror that of the community we live in, and Council is always open to speaking with the residents we serve. After all, we too want to make the County of Barrhead a better place to live, work and play.

Doug Drozd

Reeve, County of Barrhead

ABOUT US



Debbie Oyarzun
County Manager (CAO)

On behalf of County of Barrhead Administration, I am pleased to present our 2023 Annual Report. This report highlights many of our accomplishments over the past year and provides details on the County's current financial position.

Council's role is to set the vision and strategic priorities for the County and allocate the necessary resources in the annual Operating & Capital Budgets.

County Administration is led by the County Manager. This position is also known as the Chief Administrative Officer or CAO. As the County Manager, I am responsible for the overall management of County operations and oversee the work needed to achieve Council's vision of a "strong, healthy and proud rural community." The *Municipal Government Act* identifies the CAO as the only employee of Council, and therefore, I take pride in supporting both Council and Administration in serving the County of Barrhead, all while ensuring we remain compliant with policy and legislation.

The information below provides a high-level overview of the County, the key department contacts and the various responsibilities under each department. Not all services translate into on the ground programs and services available to residents and businesses in the County, however, they are part of the overall required governance and function of a municipality.

If you have any questions, concerns or suggestions for the County please don't hesitate to reach out to me directly.

Debbie Oyarzun,
County Manager (CAO)

 Elected Officials: 7	 Population: 5,877
 Permanent Staff: 31.5	 Operating Budget: \$ 18.7 million
 Seasonal Staff: 19	 Capital Budget: \$ 7.4 million

Department Contacts:
County Manager (CAO): Debbie Oyarzun
Director of Corporate Services: Tamara Molzahn
Director of Infrastructure: Ken Hove
Public Works Manager: Travis Wierenga
Development Officer: Jenny Bruns
Agricultural Fieldman: Don Medcke (2024)
Community Peace Officer: Shae Guy

General Areas of Responsibility:



STRATEGIC PLANNING

County of Barrhead Strategic Plan is approved by Council, and sets the priorities for our community by guiding all of Council’s decisions. Administration uses Council’s key priorities as a guide to carry out strategic goals.

2023 marked the 2nd full year of the County’s 5-year Strategic Plan. The Strategic Plan outlines Council’s strategic priorities for 2022-2026, and identifies 4 key pillars with goals, outcomes, and strategies to accomplish Council’s vision.

Vision:
To foster a strong, healthy & proud rural community.

Mission:
Provide good governance & sustainable services to enhance our municipality.




Pillar 1:
Economic Growth & Diversity

County increases tax base.



Pillar 2:
Infrastructure & Services

County has tools & info to efficiently deliver programs & services.



Pillar 3:
Rural Lifestyle

County maintains rural character & is recognized as a desirable place to invest, work, live, & play.



Pillar 4:
Governance & Leadership

Council is transparent & accountable.

Strategic Plan Accomplishments

In 2023, the County of Barrhead completed several accomplishments under every pillar of our Strategic Plan. A few key 2023 accomplishments are highlighted below. Find more details on our Strategic Plan Report Card, available at www.countybarrhead.ab.ca/p/report-card.



Accomplished in 2023
✓ Engaged <i>YOLO Nomads</i> to start development of online worker attraction hub
✓ Applied to <i>Small Community Opportunity Fund</i> to support economic development initiatives
✓ Gathered public input on the Land Use Bylaw Review through an open house & public survey, to inform a DRAFT Land Use Bylaw
✓ Market Kiel Industrial Park through <i>Invest Alberta</i>
✓ Supported worker attraction & retention through Alberta’s <i>Rural Renewal Immigration Stream</i> , supporting 22 employers to fill 72 positions with qualified workers.
✓ Supported 9 new or expanding businesses in the County through the <i>Non-residential Tax Incentive Program</i>
✓ Developed & implemented <i>ASB Business Plan</i>

STRATEGIC PLANNING



Accomplished in 2023
✓ Implemented road maintenance & reconstruction program: 519 km graveled, 14.4 km dust control (subsidized, user-pay), 19.2 km reconditioned (shoulder pulls), 6.72 km road rehabilitation.
✓ Supported infrastructure services by replacing 4 major pieces of equipment & tendering the sale of 2 existing pieces of equipment
✓ Conducted capacity management assessment on Thunder Lake Lagoon
✓ Pre-registration under Extended Producer Responsibility recycling program
✓ Applied for STIP funding for construction on 4 bridge structures
✓ Approved Asset Management Policy, Asset Management Strategy, and Asset Management Team TOR



Accomplished in 2023
✓ Approved Community Hall Strategy and started implementation
✓ Supported community grant applications for 8 community projects & events
✓ Promoted important topics by proclaiming 5 weeks of the year in dedication to specific causes
✓ Explored new opportunities to support & promote tourism
✓ Launched a Community Peace Officer Program.
✓ Hosted or partnered to host 9 extension workshops on a range of conservation topics
✓ Continued expansion of ALUS program, including support for 8 projects in County of Barrhead
✓ Continued partnership with ACA on <i>Peanut Lake Aeration Project</i>



Accomplished in 2023
✓ Reviewed & updated policies, including <i>Collection of AR Policy, Community Grant Policy, Asset Management Policy, Public Participation Policy, BRFS Policies, CPO Policies, etc.</i>
✓ Reviewed & approved <i>Municipal Emergency Management Plan</i>
✓ Approved <i>Records Management, & Bylaw Enforcement Bylaws</i>
✓ Reported on municipal activities, achievements, & financial statements in the <i>2022 Annual Report</i>
✓ Partnered with Town to pursue Feasibility Study to repurpose ADLC as a joint civic center
✓ Advocated to RMA: improved mobile wireless (cellular) service

Agricultural Services Department is guided by the Agricultural Service Board (ASB), which is mandated by the Province of Alberta to uphold and enforce 4 separate Acts: *Weed Control Act*, *Agricultural Pest Act*, *Soil Conservation Act*, and the *Animal Health Act*. In addition to delivering services under these acts, Agricultural Services also coordinates other programming & extension opportunities to meet the needs of our community.

Weed Control:

- **2,346 km sprayed** with large spray trucks.
 - 1st pass for brush, and 2nd pass to address Canada thistle and other weeds of concern.
 - Handgun spray crew controlled emergent areas of weed infestations.
 - Spot weed control was arranged on some provincial highways to limit spread of Common Tansy, Field Scabious and Oxeye Daisy to adjacent properties.
- **107 properties inspected** by Weed Inspector for Prohibited Noxious and Noxious weeds.
 - 28 properties requested County assistance to control weeds.
 - County continues to use GPS mapping to keep digital records of inspections, including weed type, land size, patch area, recommendations, and other information.
- **Spot Spray Program:** “See a Weed, Spray a Weed” motto keeps our weed control program cost efficient, by only spraying where weeds are present.
 - County practice is to avoid spraying within 30 m of apiary sites, driveways, yards, waterways, or susceptible crops (i.e. canola, peas, etc.).



Field Scabious

Pest & Disease Control:

Occasionally, beaver activity can flood land and impact agricultural operations. If this is the case, the County may assist with mitigation as outlined in *Beaver Program Policy AG-001*.

- **Beaver Control:** Due to heavy rain late summer 2023 and a drought in 2022, beaver activity has doubled since the previous year.
 - **35 nuisance beavers removed** from flooded agricultural land and blocked drainage ditches (increase from 16 in 2022).
 - **1 pond leveler** was installed in the Dunstable area. In certain areas, pond levelers can be effective to maintain consistent water levels without having to remove the beaver.
- **Coyote Control:** County assisted 2 producers in the control of nuisance coyotes.
- **Crop Surveys:** Data from pest inspections are shared with Alberta Agriculture & Forestry to improve the quality of provincial data to develop forecasts and programs.
 - **47 fields were inspected** for Clubroot, Sclerotinia, Fusarium, and Black Leg.



Beaver dam removal

Extension Events:

- **Extension workshops** hosted or supported, on the following topics:
 - EFP workshops (2)
 - Bat House Building
 - Ag Drone School
 - Container Gardening Information Session
 - On-Farm Climate Action Fund (OFCAF) Information Session
 - Agriculture Funding workshop (SCAP & ALUS programs)
 - Getting into Horticulture: Managing Pests & Problems
 - Green Acreages: Stewardship for Small Acreages
- **Student Educational Programs:**
 - “Pond Days” Riparian Education Program taught local grade 5 students about wetlands, riparian ecosystems, watersheds, wilderness safety, and more!
 - “City Slickers” Agricultural Tour brought local grade 4 students to various agricultural operations & businesses to showcase the important role of agriculture in our community.
- **County Tour:** 111 people joined us for the County Tour, taking in 7 presentations from local points of interest and agricultural operations.
- **Alberta Open Farms Days:** County supported 6 local producers with promotion of this provincial program to help make the weekend a success.

Ag Programs:

- **2023 Shelterbelt Tree Program** was extremely successful! County distributed:
 - 1,200 Hemp Squares for mulch applications
 - 5,340 seedling trees for shelterbelt, ornamental, and pollinator purposes.
- County continues to rent pest traps to landowners, including magpie, skunk, and fox traps.
- **3 aerators** installed in Peanut Lake over the winter, to increase dissolved oxygen in the water and promote fish survival and biodiversity over winter.
 - This is the 3rd year that the County partnered with Alberta Conservation Association on this project.

Stay informed about upcoming workshops on our **Events Calendar!**
CountyBarrhead.ab.ca/p/Upcoming-Events



Bat house building workshop



One of 5 stations at Pond Days

Shelterbelt Program

Compared to 2022:

- ↑ Hemp square sales: **82% increase**
- ↑ Shelterbelt seedling sales: **22% increase**

ALUS Barrhead-Westlock-Athabasca

ALUS is a community-developed and farmer-delivered program that supports ecosystem services on marginal agricultural land. ALUS provides funding to establish approved projects, as well as an annual payment for project management and maintenance.



- **ALUS approved 14 conservation projects** across the Barrhead-Westlock-Athabasca region for a total of 190 acres. Approximately 54% of the total area of all projects (102 acres) were in the County of Barrhead.
- **2023 ALUS projects** in the County of Barrhead include:
 - Placement of offsite waterer
 - Wetland/river exclusion fencing & planting
 - Culvert replacement with creek exclusion fencing
 - Wetland exclusion fencing
 - Shelterbelt planting
 - Placement of duck nesting boxes
 - Lake exclusion fencing
 - Offsite water placement with spring exclusion fencing
- **Funding for 2023 projects** included:
 - Total project costs covered: \$13,125.48
 - Annual payments made in 2023: \$1,689.62



ALUS project: riparian exclusion fencing



ALUS project: offsite solar waterer

Environmental Farm Plans (EFP):

Completion of an EFP is important to help implement best practices on the farm and ensure eligibility for various grants, such as the Sustainable Canadian Agricultural Partnership (SCAP) program.

- **2 in-person EFP workshops** were held in 2023, to provide in-person assistance with completing an EFP.
 - **10 EFPs** were completed, supporting local producers with environmental stewardship and helping them take advantage of government programs and funds.

PLANNING & DEVELOPMENT

Development Activity

In 2023, there were decreases in both the number of development applications received (31 fewer), and value of new development (\$4,866,625 less). One development application was upheld during appeal by decision of the *Subdivision & Development Appeal Board*, as well as 2 decisions heard at the *Land & Property Rights Tribunal*.

Permits & Applications Received:

Compared to 2022:

- **31 fewer** development applications
- **3 fewer** decisions on subdivision applications
- **16 more** subdivision plans registered

	2023		2022	
	# of Permits	Value of Development	# of Permits	Value of Development
<i>Residences</i>	7	\$ 3,150,000	23	\$ 10,017,275
<i>Cottages</i>	4	\$ 84,500	6	\$ 210,000
<i>Manufactured Homes</i>	3	\$ 270,000	9	\$ 1,375,000
<i>Additions, Decks, Renos</i>	6	\$ 470,000	4	\$ 505,550
<i>Garages, Shops, Hangars</i>	18	\$ 980,500	18	\$ 1,448,000
<i>Commercial / Industrial</i>	6	\$ 611,200	14	\$ 1,615,000
<i>Institutional</i>	1	\$ 5,000,000	0	-
<i>Temporary 2nd Residence</i>	6	\$ 88,000	6	\$ 51,000
TOTAL	51	\$ 10,654,200	82	\$ 15,520,825

Subdivision Activity

In 2023, County Council issued decisions on 20 subdivision applications, a slight decrease from 23 decisions in 2022. The majority of applications were for yard site separations or 80-acre splits.

There were 44 new subdivision plans registered in 2023 (16 more than 2022), including:

	Yard Site Separation	80-Acre Split	Vacant Residential	Fragment	Consolidation	Boundary Adjustment	TOTAL
2023	23	5	3	12	1	-	44
2022	16	4	3	-	-	5	28

Land Use Bylaw Review

County Land Use Bylaw Review began in late 2022, to modernize & align with economic changes and new uses that were not considered in the previous bylaw (2010). Such new uses include the legalization of cannabis, the uptake in AirBnB, wedding venues, data processing centers, and more.

In 2023, the County held an open house and conducted online surveys to get feedback from residents. This project continues into 2024 with further open houses and public engagement prior to 1st and 2nd reading. We look forward to the new bylaw to provide clear planning guidelines for our municipality, protect agricultural operations, and grow our tax base. Learn more about the Land Use Bylaw Review at www.CountyBarrhead.ab.ca/p/Projects.

ECONOMIC DEVELOPMENT

2023 marked the 1st full year of implementing the County's formal Economic Development Plan that highlights our commitment to economic development. This Plan serves as a tool that the County can use to set a clear path towards sustainable growth for business, and provides strong direction for economic development policies, programs, and priorities. The Strategy is guided by 3 main areas of focus:

1. Marketing & Attraction

- **Engaged *YOLO Nomads*** to start development of an online worker attraction hub (will continue through 2024).
- **Kiel Industrial Park** offers fully serviced commercial & industrial land, ready for new or expanding business, and allows the County to offer a low-cost solution to meet business needs.
 - National exposure for the industrial park through continued marketing, including advertisement in the *Invest Alberta* magazine.
 - Continued work on engineering processes to support businesses looking to locate in Kiel.



2. Retention & Expansion

- **Worker attraction & retention:** Continued partnership with the Town of Barrhead to attract & retain foreign workers through the Alberta Advantage Immigration Program's *Rural Renewal Stream*.
 - Allows County & Town to help attract qualified newcomers to fill vacant, full-time, permanent jobs in the community. Qualified newcomers can be "fast-tracked" for permanent residency in Alberta, allowing them to stay working, living, and contributing to our community.
 - In 2023, County & Town of Barrhead endorsed 71 candidate applications, helping employers fill workforce needs.
 - In September 2023, the program was adapted to focus on worker retention, and prioritize keeping existing Temporary Foreign Workers already in the community.
- **Non-Residential Tax Incentive:** new or expanding businesses can benefit from municipal tax exemptions on new equipment or improvements.
 - Offers excellent investment incentives to business; improves County's competitiveness in the region.
 - In 2023, this program supported 9 businesses, providing a total of \$17,414 in tax incentives to new & expanding businesses.

3. Engagement & Partnerships

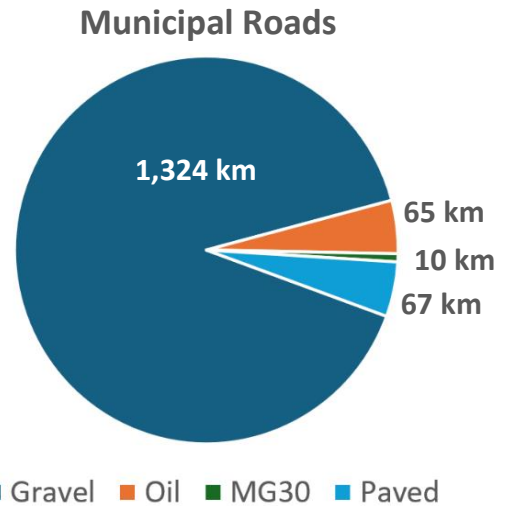
- **Strengthened Partnerships** with stakeholders, such as the Chamber of Commerce, Business Support Network, Community Futures, and various provincial ministries.
- **Public Events** showcased local businesses & entrepreneurs, through the County Tour and Alberta Open Farm Days (Provincial event).



TRANSPORTATION & INFRASTRUCTURE

County of Barrhead Public Works provides road maintenance and construction for all local roads, 2 hamlets, and several multi-parcel subdivisions in our County. A few rainy months prevented completion of all construction projects, but Public Works was able to complete all scheduled maintenance projects.

2023 Municipal Road Inventory	
Gravel roads	1,324 km
Oil roads (MC250)	65 km
Magnesium chloride (MG30)	10 km
Paved (municipal) roads	67 km
Standard bridges (including bridge-sized culverts)	140
Major bridges	6
Other County Infrastructure	
Waste transfer stations	6
Municipal Campgrounds	4
Barrhead Johnson Airport	



Construction & Road Work
Compared to 2022 road network:

- ↑ Newly paved roads: **11.2 km**
- ↑ Reconstructed roads: **6.72 km**
- ↑ Reconditioned (shoulder pulls): **19.2 km**

Gravel & Oil Road Work:

- **519 km roads gravelled**, utilizing County trucks and many local contract trucks.
- **7.2 km magnesium chloride (MG30)** used as a dust suppression on high traffic roadways.
- **Private Dust Control Program:** a County subsidized user-pay program that applies dust suppression in front of residences.
 - 77 residents purchased dust control under this program, for a total of 14.4 km.
- **6.72 km road rehabilitation (reconstruction)** using County equipment.
 - Roads are selected for rehabilitation to sustain increased traffic volumes, larger or heavier trucks, and equipment that regularly frequents our roadways.
- **19.2 km road reconditioning (shoulder pulls).**
 - As local roads age, they often become “pushed out” due to traffic and regular maintenance.
 - When a gravel road top exceeds 9 m wide, it becomes difficult to maintain and properly crown, which can lead to a poor driving surface.



TRANSPORTATION & INFRASTRUCTURE

Paved Road Work:

- **11.2 km pavement construction** included:
 - Rge Rd 22, between Hwy 651 & Twp Rd 570
 - Rge Rd 40, between Hwy 18 & 33
 - Pavement overlay in Thunder Lake
- **56 km crack sealing** completed on local County paved roadways & Barrhead Johnson Airport.
- **Pavement repairs** completed on the Bloomsbury & Neerlandia highways (pavement patching helps extend life of existing pavement).



New Pilot Project:

County experimented with a road stabilization product (Permazyme) on 2 small sections of County roadways.

Permazyme is a soil stabilization product that is incorporated into the road base and improves hardness & strength of the road. This will help to reduce future maintenance costs.

Permazyme was tested on:

- 1 mile of Rge Rd 25, south of Twp Rd 572
- 1¾ miles in Cambarr Estates



Construction & Projects:

- **Replaced Bridge File #78033** (west of SW-17-62-5-W5) under the Government of Alberta Strategic Transportation Infrastructure Program (STIP).
 - STIP funded 75% of the cost, with the County funding the remaining 25%.
- **Culvert repairs & ditch maintenance** was conducted throughout 2023, which is essential to improving drainage in wet areas.
- **Site preparation completed at the Vega gravel pit**, using County equipment.
 - Removal of topsoil & overburden allowed for 20,000 tonnes of gravel to be crushed by a private contractor at the gravel pit.



New Equipment

In alignment with the Capital Plan, Public Works purchased 4 major pieces of equipment, including:

- ½ ton truck
- Tridem equipment trailer
- 2 caterpillar motor scrapers

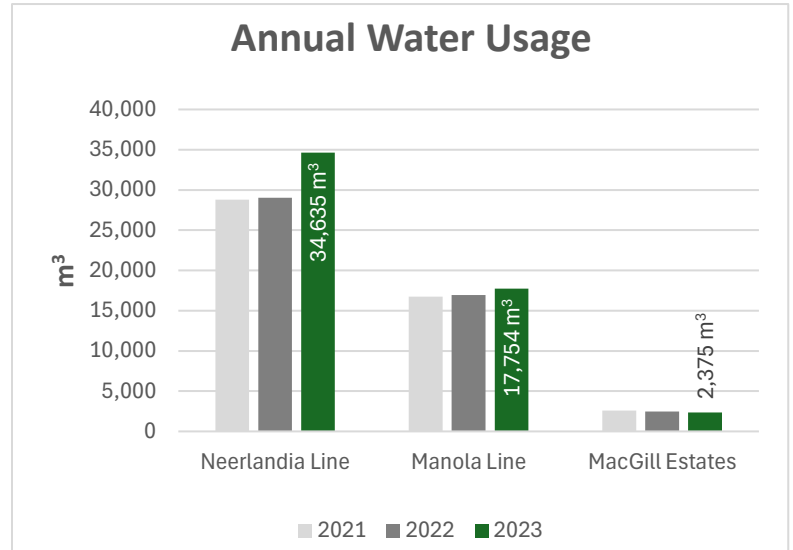
County of Barrhead Utilities Officer maintains & operates rural water distribution, 2 water treatment plants (Neerlandia & Manola), and 4 wastewater lagoons.

Water Supply: Barrhead Regional Water Commission (BRWC)

- BRWC is a partnership between the County & Town of Barrhead.

- County purchased the following volumes of water from BRWC to provide municipal water services.

- **Neerlandia Line supplied 34,635 m³** of water to the Hamlet of Neerlandia, 20 outlying customers, and Kiel Industrial Park (peak usage per day: 643 m³).
- **Manola Line supplied 17,754 m³** of water to the Hamlet of Manola, 18 outlying customers, and Manola truck fill station (peak usage per day: 223 m³).
- **MacGill Estates Line supplied 2,375 m³** of water to the subdivision of MacGill Estates (peak usage per day: 289 m³).



- County inspects and services BRWC waterlines in the County, as well as associated infrastructure such as hydrants, fire pump, booster station and meter vaults.

Annual Water Usage

Compared to 2022:

- ↑ Neerlandia water line: **19% more**
- ↑ Manola water line: **4% more**
- ↓ MacGill Estates water line: **4% less**

Peak Usage Per Day

Compared to 2022:

- ↑ Neerlandia: **26% higher**
- ↑ Manola: **1% higher**
- ↑ MacGill Estates: **15% higher**

Municipal Wastewater

- Private contractors hauled a total of 14,728 m³ of sewage effluent into the County's wastewater lagoons.

- **Lac La Nonne lagoon: 5,093 m³**
 - On July 5, 2023, the Lac La Nonne wastewater lagoon reached capacity and was closed for the season. Volumes were diverted to other lagoons in the County & to the Lac Ste Anne Lagoon (under a municipal joint use agreement).
- **Neerlandia lagoon: 1,315 m³**
 - 2023 was the 1st full year of a truck dump station available at the Neerlandia Lagoon.
- **Manola lagoon: 3,207 m³**
- **Thunder Lake lagoon: 5,113 m³**

Lagoon Usage by Private Contractors

Compared to 2022:

- ↑ Manola: **130% increase**
- ↑ Thunder Lake: **10% increase**
- ↑ Lac La Nonne: **23% increase**

FIRE SERVICES

Barrhead Regional Fire Services (BRFS) is a partnership between the County of Barrhead and Town of Barrhead to provide fire & rescue services to the region, operating from the Emergency Response Center in the Town of Barrhead. BRFS also provides other services, including fire prevention, public education, loss prevention inspections, investigations, and public relations.



- County pays 50% of core functions for facility and staff.
- Each municipality pays for fire response in their own jurisdiction.
 - County is able to recover some of this cost by charging up to a maximum of \$3,000 per response (as per policy), expecting that properties are insured.
 - However, full cost of fire response may be charged to the landowner if they are deemed to be non-compliant with permits or law.

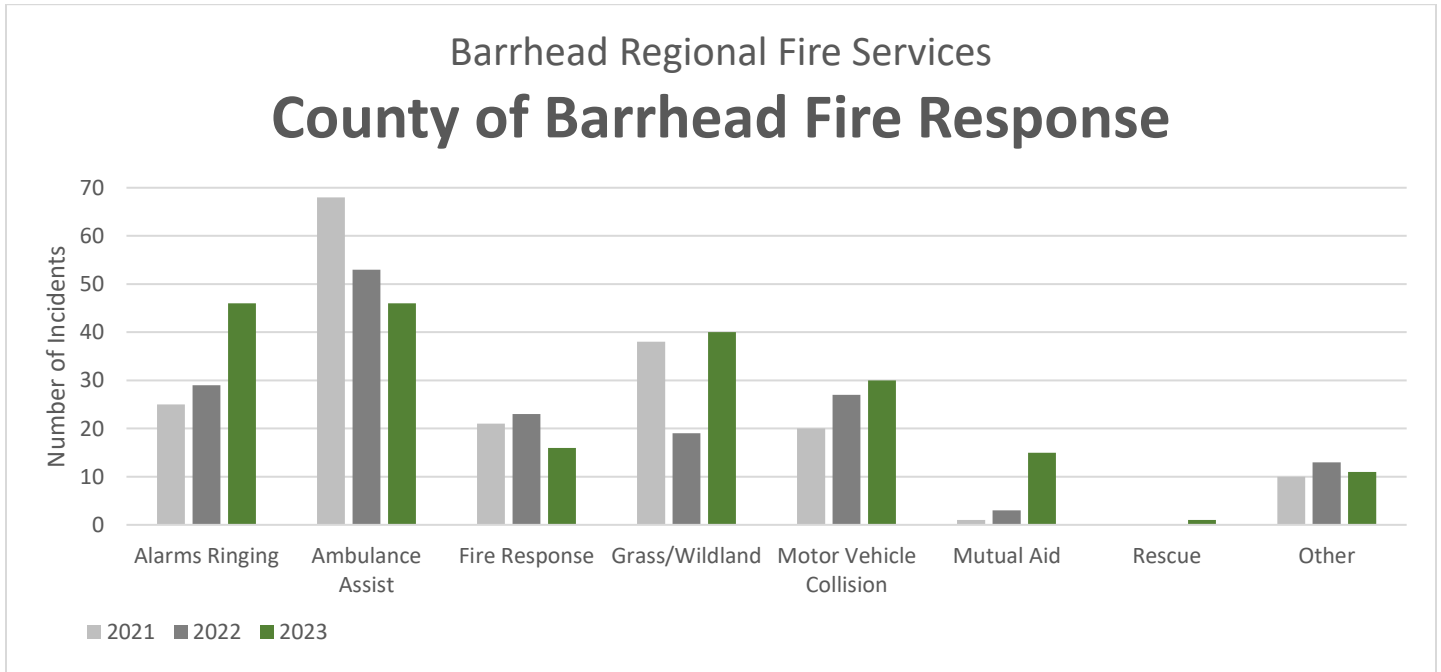
2023 Fire Response

- **160 fire response calls** in the County of Barrhead.
 - Response in the County accounts for **33%** of all calls to BRFS in 2023.
- **342 hours** of fire response time was spent in the County.
 - Accounts for **59%** of all time that BRFS spent on calls in 2023 (576 hours total, between County, Town, & Mutual Aid).
 - More hours being spent in the County can be attributed in part to longer travel time to fires in the County.

Fire Response
Compared to 2022:

↓ **5% fewer** fire calls to County
(168 calls in 2022)

↑ **22% more** hours spent in County
(281 hours in 2022)



Financial Management & Control

County of Barrhead is required by provincial legislation to prepare annual financial statements by May 1st for the preceding year. These statements are consistent with financial reporting standards established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada, as required by the *Municipal Government Act (MGA)*.

As a public entity, Canada's public sector accounting standards require that the County's financial statements:

- ✓ Account for the full extent of the **financial affairs & resources** that the County controls.
- ✓ Show the County's **financial position** at the end of the fiscal period (so that the County's ability to finance its activities and provide future services can be evaluated).
- ✓ Describe the County's **change in financial position** during the fiscal period.
- ✓ Demonstrate the County's **accountability** for the management of its resources, obligations, and financial affairs for which it is responsible.

Financial statements should provide readers with a clear understanding of the County's:

- ✓ **Assets**
- ✓ **Liabilities**
- ✓ **Revenues**
- ✓ **Expenses**

County's 2023 Financial Statements include:

- **Statement of Financial Position**
Reports financial assets, liabilities, net financial assets, non-financial assets, and accumulated surplus at December 31. This statement is used to evaluate the County's ability to finance its activities and satisfy its obligations and commitments.
- **Statement of Operations**
Reports revenues earned, expenses incurred, and results of the fiscal year as well as annual surplus. Statement of operations also summarizes the change in accumulated surplus.
- **Statement of Changes in Net Financial Assets**
Reports the changes in net financial assets at year end and provides information regarding the extent to which operating and capital expenditures in the year were met by revenues recognized in the year. This is a key indicator of financial health!
- **Statement of Cash Flow**
Reports how cash was generated and used in the year and classifies cash activities into operating, capital, investing, and financing activities. The net change in cash and cash equivalents are reflected in this statement.

These statements should be read in conjunction with the Schedules and Notes to the Financial Statements.

Municipal Financial Processes:

Accounting Process

County maintains an accounting system consistent with accepted standards for local government accounting in Alberta and Canada (including PSAB guidelines for local governments). Finance and accounting services are administered under the direction of the Director of Corporate Services and/or Chief Administrative Officer.

Audit Process

Pursuant to section 280 of the *MGA*, County council must appoint 1 or more auditors for the municipality. In October 2020, *Greilach Lussier LLP* was awarded the contract for professional audit services for a 5-year term. Preparation, accuracy and integrity of the financial statements is the responsibility of municipal administration. The auditor's responsibility is to express an opinion on the financial statements, based on their audit results.

Budget Process

County prepares a comprehensive yearly operating and capital budget and provides monthly updates to Council.

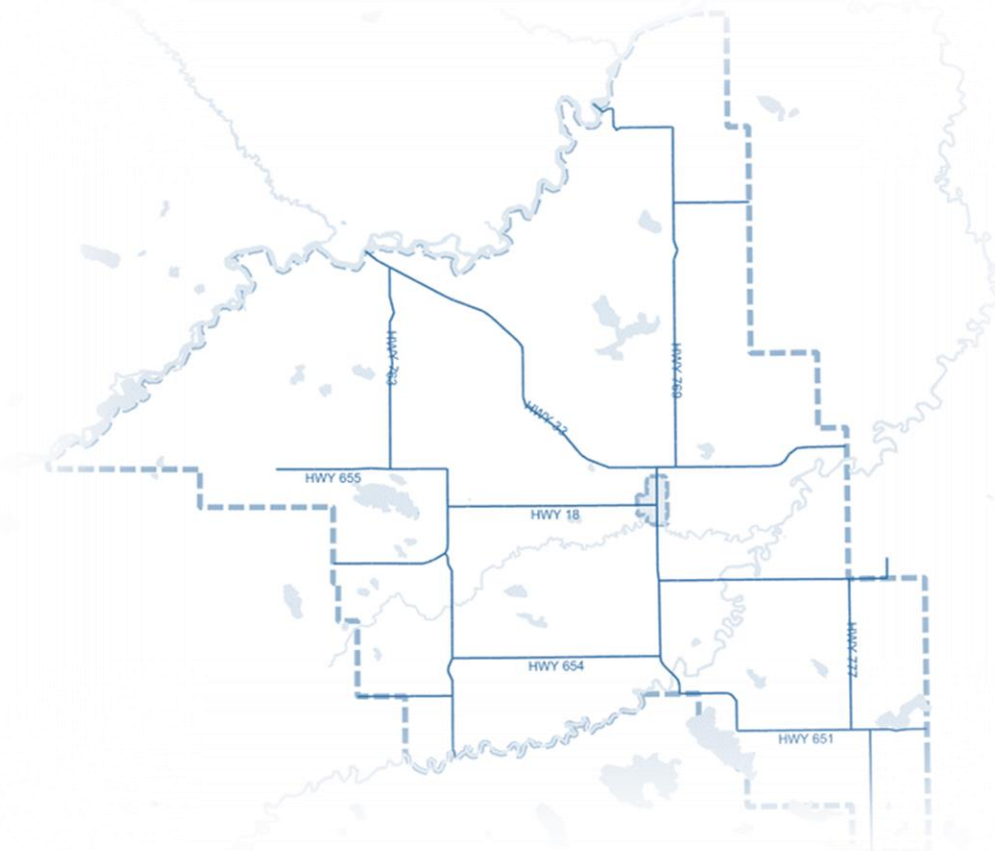
Financial Policies

Council approves several financial management policies which are established to ensure good governance and fiscal responsibility. For more information or to obtain copies of the policies, please contact the County office.

Asset Management Program

In 2022, an *Asset Management Committee* was formed to develop an Asset Management Program for the County. This Committee is comprised of staff representing Public Works, Utilities, and the Finance department.

In 2023, the Committee developed an *Asset Management Policy*, which was approved by Council. The policy will provide guidance to develop and maintain the County's asset management capability to support sustainable delivery of services to stakeholders, based on consistent and informed decision making.



FINANCIAL STATEMENTS: ANALYSIS

Statement of Financial Position

Financial assets are financial resources that are considered cash or could be turned into cash if required to fund the day-to-day operations of the County.

Net Financial Assets:

In 2023, net financial assets decreased by \$485,202, which included a decrease in financial assets of \$5,840,414 offset by a decrease in liabilities of \$5,355,212.

Restricted & Unrestricted Cash:

Unrestricted cash increased by \$309,622 and restricted cash decreased by \$5,736,090 for a net decrease of \$5,426,468 (whereas 2022 saw a net increase of \$768,039).

At December 31, 2023, cash on hand was \$14,838,987 (2022: \$20,265,455).

Taxes:

Outstanding taxes and grants in-lieu at year end were \$716,511 (2022: \$843,751) with an allowance for doubtful accounts of \$100,000 (2022: \$100,000) applied for a net estimated collectible of \$616,511 (2021: \$743,751).

Collection of taxes levied on oil and gas companies has been a challenge for the County in previous years. However, the Tax Instalment Payment Plan (TIPP) program, along with a recovery in the oil and gas industry, has resulted in the collection of the majority of outstanding oil and gas unpaid taxes owed by operating oil and gas companies.

Trade:

Trade and other receivables decreased by \$433,495. This is primarily due to timing.

Liabilities:

Liabilities include accounts payable & accrued liabilities, deposit liabilities, employee benefit obligations, deferred revenues, long term debt, and asset retirement obligations. At year end, liabilities decreased by \$5,355,212. This change was primarily derived from the change in deferred revenue.

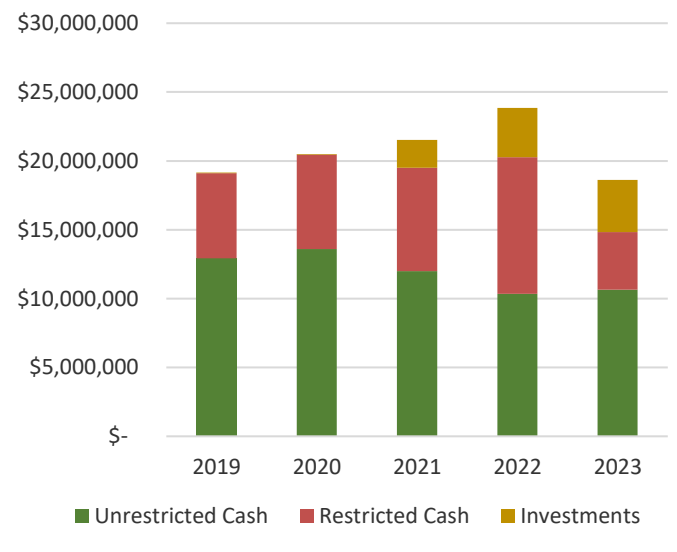
Deferred Revenue:

Deferred revenue decreased by \$5,522,863, due to the use of conditional grants to fund capital projects. Deferred revenue represents unexpended conditional grants which the County plans to use for projects in future years.

Financial assets include:

- ✓ Cash & temporary investments
- ✓ Taxes & grants in place of tax receivables
- ✓ Trade & other receivables
- ✓ Agreements receivables
- ✓ Land held for resale
- ✓ Investments
- ✓ Other financial assets

Cash & Investments

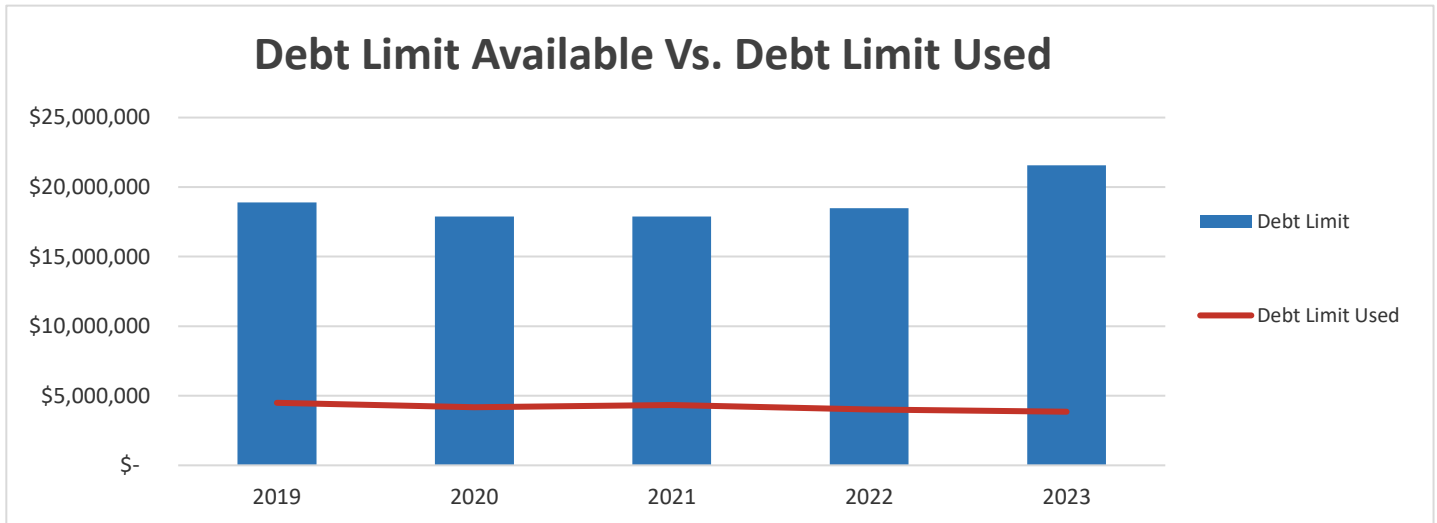


FINANCIAL STATEMENTS: ANALYSIS

Debt:

Long term debt held by the County originates from the \$5 million capital contribution the County made to the Town of Barrhead's Aquatic Center in 2016. The County makes bi-annual debenture payments in a blended principal and interest payment of \$281,974. The loan matures in 2041 and bears interest at 2.881%.

MGA sets the maximum debt level and debt servicing limits of municipalities. Debt limit is calculated at 1.5 times the revenue of the municipality and the debt service limit is calculated at 0.25 times the revenue. At December 31, 2023, the County has an unused debt limit of \$17,718,239 (2022: \$14,451,993).



Change in Accounting Standard:

Landfill closure and post-closure liabilities were replaced in the current year with a new accounting standard: Asset Retirement Obligations. Landfill closure and post-closure liabilities decreased in the current year by \$365,100, and asset retirement obligations increased by \$851,527. Asset retirement obligations include the activities required to retire the landfill, asbestos abatement costs, and gravel pit reclamation activities.

Assets:

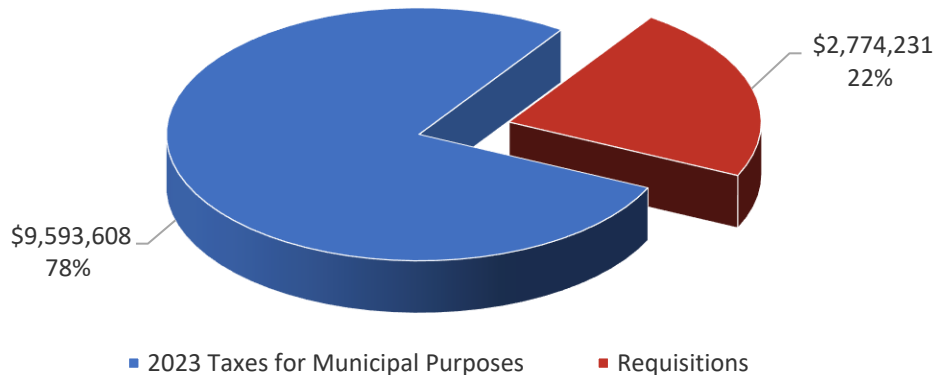
Non-financial assets are assets that have an economic life that extends beyond the current year and are intended for consumption in the normal course of operations. They are converted into an expense in future periods and include tangible capital assets, inventories, and prepaid expenses.

Tangible capital assets increased by \$7,763,055 from 2022, for a total balance of \$59,252,318. In 2023, the County acquired \$12,047,146 in assets and had \$4,831 of construction in progress, which was offset by assets sold in 2023 with a net book value of \$565,824. Amortization of \$3,723,098 (2022: \$3,225,775) was expensed during the current year.

Inventories held for consumption increased by \$77,684, due to aggregate crushing activities undertaken in 2023.

Statement of Operations

Net taxes available for municipal purposes were \$9,593,608 (2022: \$9,123,852). An additional \$2,774,231 (2022: \$2,836,126) was levied for school, social housing, & designated industry properties, and was paid to the requisitioning authority. Requisitioned taxes are collected on behalf of 3rd parties and are paid directly to those parties.



Revenue:

Total revenue for the year was \$13,723,640, which was \$392,847 (or 2.95%) higher than budget and \$1,407,802 (or 11.43%) higher than prior year. Investment income was \$572,953 higher than budget and offset by decreases from budget in all other revenue categories except "Other".

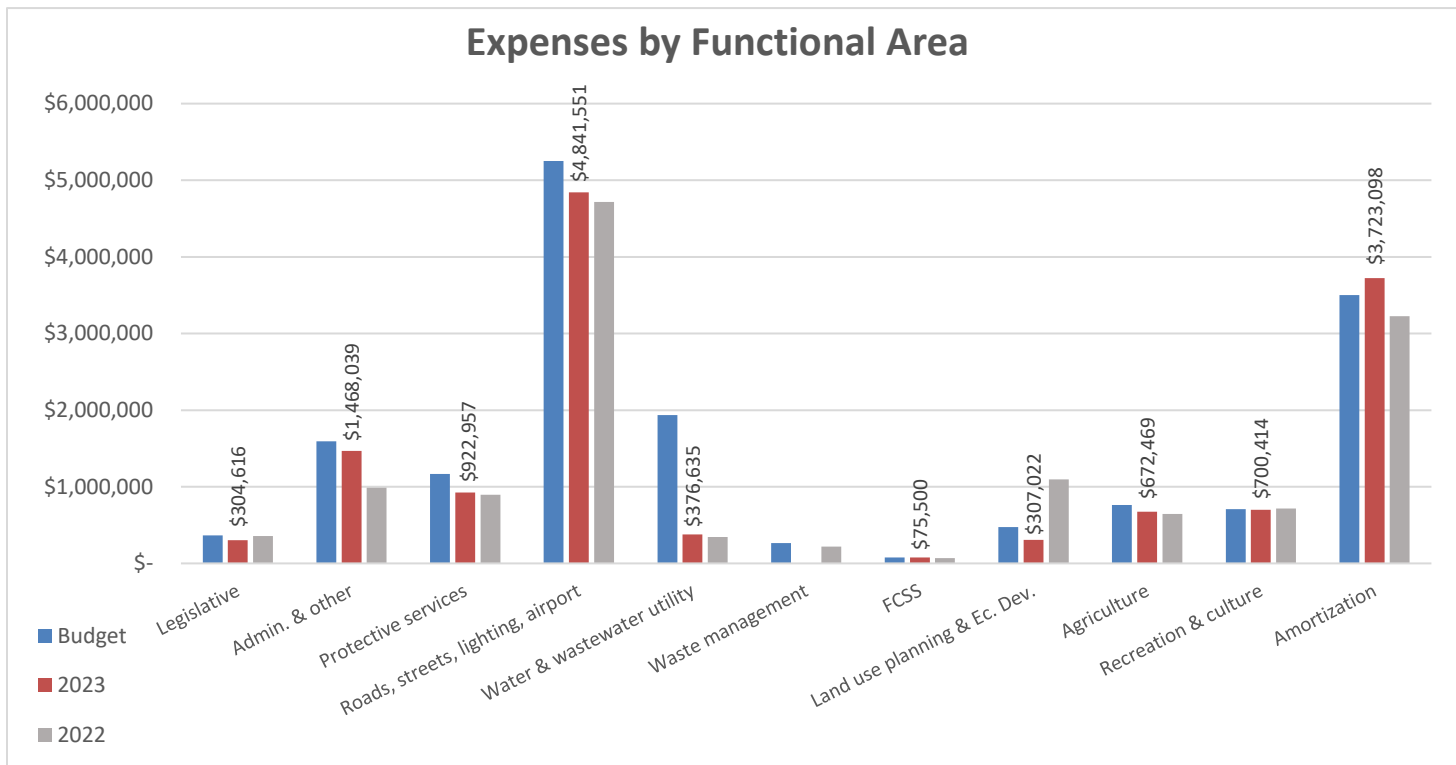
Expenses:

Expenses for the year were \$13,272,337, which was \$2,817,749 (or 17.51%) lower than budget, and negligible change from prior year. Most department's expenses were lower than budget for various reasons including lower prices, favourable weather, and lower expenses incurred than budgeted.

There are 2 departments with notable differences from budget:

- **Water & wastewater** expenses came in \$1,559,283 lower than budget. Water & wastewater budget included a \$1,500,000 contribution to the Town for Sani Pre-treatment and \$45,000 tie in work at Kiel Industrial Park, which did not occur in 2023.
- **Waste management** expenses came in \$335,678 lower than budget. The change in accounting standard from landfill closure and post-closure liability to asset retirement obligation was not budgeted for, resulting in a difference from budget of \$334,675 for waste management.

FINANCIAL STATEMENTS: ANALYSIS

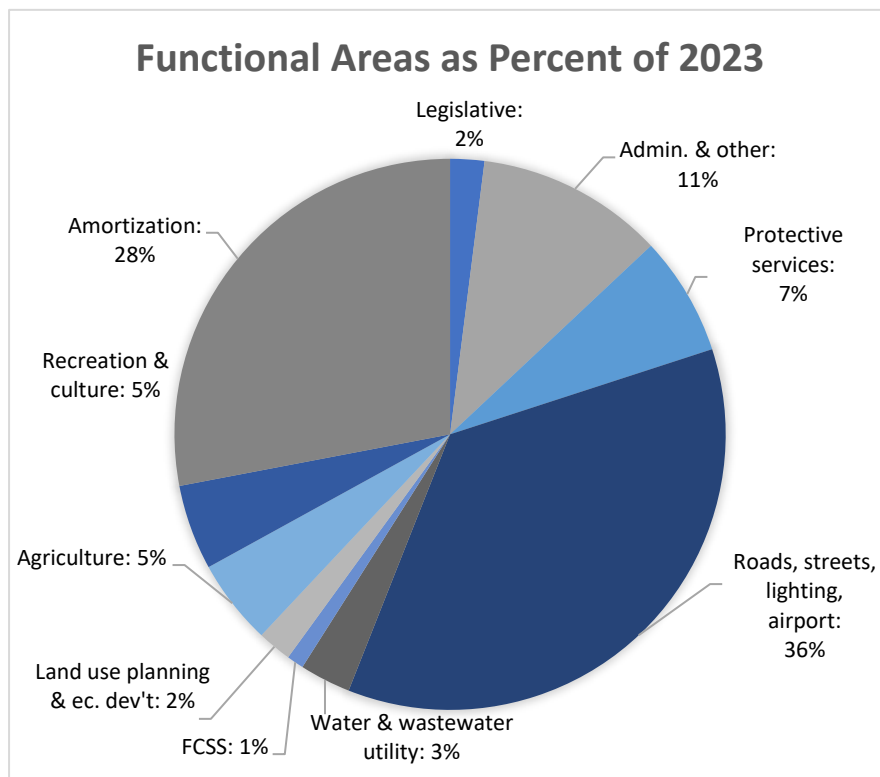


Revenue vs. Expenses:

Shortfall of revenue over expenses was budgeted to be \$2,759,293, while actual was an excess of \$451,303. In addition to this revenue and expense variance, government transfers for capital were \$900,178 lower than budget. Capital grants from the Government of Alberta and Canada can only be recognized as revenue as the work is completed on the projects the grant funds have been designated to.

Budget included 3 bridges, which are funded 75% by grant funding. Bridges are included in the Capital Budget but are only completed if provincial funding is approved. In 2023, one bridge was approved for funding and constructed.

Contributed assets of \$42,186 include parcels of land transferred to the municipality through the subdivision process.



Accumulated Surplus

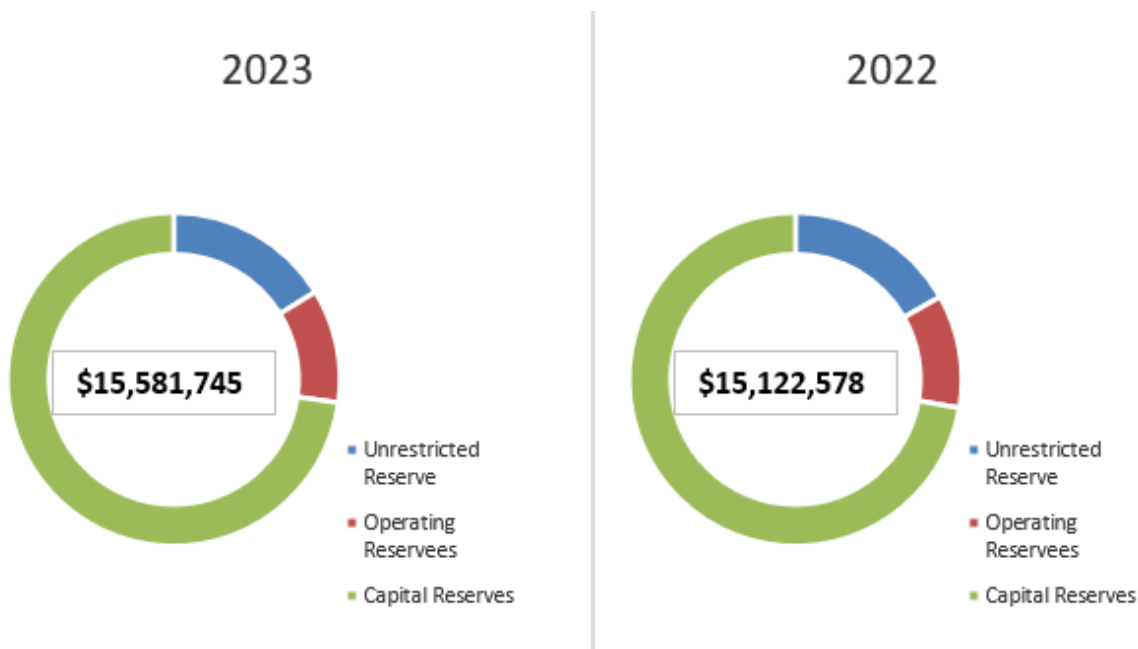
Reserves (or, accumulated surpluses) are set aside to fund future operational costs and capital expenditures. The purpose of reserves is to promote financial stability and flexibility, provide for future capital expenditures, smooth operating expenditures that would cause fluctuations in the operating budget, and adhere to statutory requirements.

Example of Reserves:

Operational Reserves are used for operational expenditures that do not occur on an annual basis. For example, aerial photographs are a useful tool in planning and development. New photographs are retaken every 7 years. Rather than budget for the expenditure once every 7 years, the County sets aside an amount every year to ensure there are funds to cover the aerial photographs when they are required.

Capital Reserves are funds set aside for the purchase of capital equipment, such as graders for road maintenance. An amount is set aside each year to ensure enough funds are available to make capital purchases as outlined in the Capital Plan.

The County has \$15,581,745 (2022 - \$15,122,578) in unrestricted and restricted reserves. Unrestricted reserves account for 16%, operating reserves account for 11%, and capital reserves account for 73% of the 2023 reserves. Unrestricted reserves will help cover projected budget shortfalls in future years as well as fund the debenture planned for contribution to the Town of Barrhead for Sani Pre-treatment.



KEY PERFORMANCE INDICATORS

The County tracks several Key Performance Indicators (KPIs). The KPIs being tracked were determined by Alberta Municipal Affairs and measure a specific aspect of a municipality's governance, finances, or community. The benchmarks established are a good rule of thumb to assess the viability of the County of Barrhead, as well as confirm that Council is responsible and accountable. **In 2023, the County exceeded all benchmarks set.**

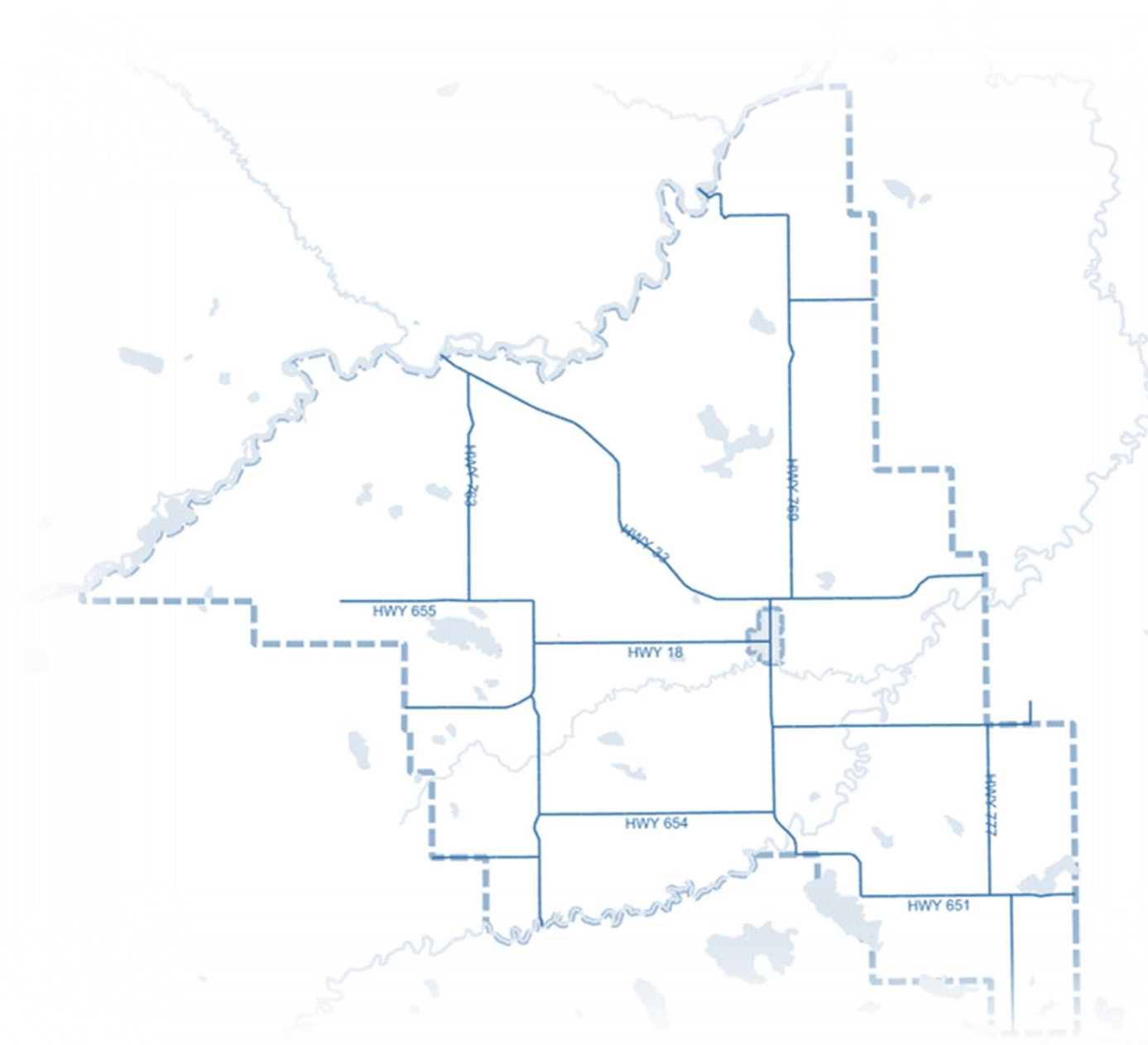
Municipal Affairs publishes the indicators of all municipalities on an annual basis. The following chart summarizes Municipal Affairs published results for 2022 and 2021. The KPIs presented for 2023 were prepared by the County, as they are not yet available through Municipal Affairs.

Key Performance Indicator	Benchmark	2023	2022	2021
TAX BASE BALANCE: Percentage of total tax revenue that is collected from residential and farmland properties. At risk when more than 95% of the municipality's tax revenue comes from residential and farmland properties.	< 95%	60.23%	60.81%	60.18%
TAX COLLECTION RATE: Percentage of property taxes collected. At risk when a municipality collects less than 90% of the property taxes it levies in a reporting year.	> 90%	96.13%	95.05%	90.71%
POPULATION CHANGE: Percentage of population change in the municipality over a 10-year period. A risk when a municipality's population declines by 20%.	risk when decline of 20%	(3.59)%	(3.59)%	(3.59)%
CURRENT RATIO: Ratio of current assets compared to current liabilities. At risk when result is less than 1.	> 1	3.01	2.13	2.92
ACCUMULATED SURPLUS/DEFICIT: Total assets minus liabilities of the municipality excluding capital assets and related debt. Should not be below zero.	> 0	\$15,581,746	\$15,487,678	\$14,977,359
ON-TIME FINANCIAL REPORTING: Municipalities are required to submit year-end audited financial statements and financial information returns to Municipal Affairs by May 1st of the reporting year.	Submitted by May 1	Yes	Yes	Yes
DEBT TO REVENUE PERCENTAGE: Total borrowings as a percentage of total revenue. At risk when a municipality's debt is greater than 120% of its total revenue.	< 120%	28.09%	32.66%	35.11%
DEBT SERVICE TO REVENUE PERCENTAGE: Annual principal and interest payments as a percentage of total revenue. At risk when principal and interest payments on borrowings is greater than 20% of a municipality's total revenue.	< 20 %	1.22%	1.36%	1.36%
INVESTMENT IN INFRASTRUCTURE: Ratio of new investment in capital assets compared to the amortization of existing assets over a 5-year period. At risk if a municipality's capital spending is less than the depreciation of its assets (result of < 1).	> 1	1.71	1.15	1.03
INFRASTRUCTURE AGE: Depreciated (amortized) value of tangible capital assets as a percentage of original cost. At risk when net book value of tangible capital assets is less than 40% of the original cost.	> 40%	56.07%	53.86%	54.93%
INTEREST IN MUNICIPAL OFFICE: Elections votes are only held if there are more candidates than positions. At risk when no vote is held because all councillors are acclaimed. A result of N/A indicates that no election or by-election occurred within the reporting year.	Vote held	N/A	N/A	2

COUNTY OF BARRHEAD FINANCIAL STATEMENTS

Signed Audited Financial Statements are attached in following pages.

For the Year Ending December 31, 2023



County of Barrhead No. 11

Financial Statements

For the Year Ended December 31, 2023

County of Barrhead No. 11
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For the Year Ended December 31, 2023

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Email: info@countybarrhead.ab.ca

www.countybarrhead.ab.ca

Management's Responsibility

To the Reeve and Councilors of County of Barrhead No. 11:

The accompanying financial statements of County of Barrhead No. 11 are the responsibility of management and have been approved by Council.

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgements and estimates in accordance with Canadian public sector accounting standards. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of the financial statements.

Council is composed entirely of individuals who are neither management nor employees of the County. Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial statements. Council fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. Council is also responsible for recommending the appointment of the County's external auditors.

Greilach Lussier LLP is appointed by Council to audit the financial statements and report directly to them; their report follows. The external auditors have full access to, and meet periodically and separately with, both Council and management to discuss their audit findings.

April 2, 2024

Original Signed - D. Oyarzun

Chief Administrative Officer



Greilach Lussier LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

Joseph S. Greilach, CPA, CA *Partner
Jeffery T. Toivonen, CPA, CA

Bradley G. Lussier, CPA *Partner
Blake D. Rogerson, CPA, CA

*Denotes Professional Corporation

INDEPENDENT AUDITOR'S REPORT

To the Reeve and Council of County of Barrhead No. 11

Opinion

We have audited the financial statements of County of Barrhead No. 11 (the County), which comprise the statement of financial position as at December 31, 2023, and the statements of operations, changes in accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes and schedules to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the County as at December 31, 2023, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the County in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter - Supplementary Information

We draw attention to the fact that the supplementary budget information included in Note 24 does not form part of the financial statements. We have not audited or reviewed this supplementary information and, accordingly, we do not express an opinion, a review conclusion or any other form of assurance on this supplementary information.

Other Information

Our opinion on the financial statements does not cover Management's Annual Report and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

(continues)

In preparing the financial statements, management is responsible for assessing the County's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the County or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the County's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the County's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the County to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Greilach Lussier LLP
Chartered Professional Accountants

Barrhead, Alberta
April 2, 2024

County of Barrhead No. 11
Statement of Financial Position
As at December 31, 2023

	<u>2023</u>	<u>2022</u>
FINANCIAL ASSETS		
Cash and temporary investments <i>(Note 2)</i>	\$ 14,838,987	\$ 20,265,455
Taxes and grants in place of taxes receivable <i>(Note 3)</i>	616,511	743,751
Trade and other receivables <i>(Note 4)</i>	643,555	1,077,050
Agreements receivable <i>(Note 5)</i>	290,461	358,788
Land for resale <i>(Note 6)</i>	610,322	610,322
Investments <i>(Note 7)</i>	3,785,726	3,578,354
Other financial assets	9,574	1,830
	<u>\$ 20,795,136</u>	<u>\$ 26,635,550</u>
LIABILITIES		
Accounts payable and accrued liabilities <i>(Note 8)</i>	\$ 1,716,272	\$ 1,963,403
Deposit liabilities	1,654,157	1,590,663
Employee benefit obligations <i>(Note 9)</i>	197,122	164,958
Deferred revenues <i>(Note 10)</i>	1,223,890	6,746,753
Long term debt <i>(Note 11)</i>	3,854,461	4,021,764
Landfill closure and post-closure liability	-	365,100
Asset retirement obligation <i>(Note 12)</i>	851,527	-
	<u>\$ 9,497,429</u>	<u>\$ 14,852,641</u>
NET FINANCIAL ASSETS	\$ 11,297,707	\$ 11,782,909
NON-FINANCIAL ASSETS		
Tangible capital assets <i>(Schedule II)</i>	\$ 59,252,318	\$ 51,489,263
Inventory for consumption <i>(Note 13)</i>	3,264,324	3,186,640
Prepaid expenses	168,188	153,029
	<u>\$ 62,684,830</u>	<u>\$ 54,828,932</u>
ACCUMULATED SURPLUS <i>(Schedule I, Note 14)</i>	<u>\$ 73,982,537</u>	<u>\$ 66,611,841</u>

Commitments *(Note 21)*

Contingencies *(Note 22)*

Approved on behalf of Council:

Original Signed - D. Drozd Reeve

Original Signed - M Schatz Deputy Reeve

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Statement of Operations
For the Year Ended December 31, 2023

	Budget (Unaudited) (Note 24)	2023	2022
REVENUE			
Net municipal taxes (Schedule III)	\$ 9,623,374	\$ 9,593,608	\$ 9,123,852
User fees and sales of goods	1,318,205	1,194,975	1,305,341
Penalties and costs on taxes	150,000	139,821	167,712
Licenses and permits	16,579	14,972	17,371
Investment income	326,483	899,436	455,914
Government transfers for operating (Schedule IV)	1,811,662	1,760,944	1,113,484
Development levies	-	-	2,985
Other	84,490	119,884	129,179
Total Revenue	\$ 13,330,793	\$ 13,723,640	\$ 12,315,838
EXPENSES			
Legislative	\$ 363,821	\$ 304,616	\$ 356,603
Administration	1,634,054	1,542,622	1,029,053
Protective Services	1,269,266	1,038,495	999,255
Transportation	8,451,625	8,176,157	7,640,671
Water and wastewater	2,036,702	477,419	442,091
Waste management	285,372	(50,306)	239,582
Family and community support (FCSS)	75,500	75,500	68,500
Planning and development	475,216	307,022	1,099,526
Agriculture	789,819	697,336	673,259
Recreation & culture	708,711	703,476	720,411
Total Expenses	\$ 16,090,086	\$ 13,272,337	\$ 13,268,951
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES - BEFORE OTHER	\$ (2,759,293)	\$ 451,303	\$ (953,113)
OTHER			
Contributed assets	-	42,186	4,814
Insurance proceeds	-	40,333	66,721
Government transfers for capital (Schedule IV)	7,119,225	6,219,047	2,293,466
Gain (loss) on disposal of tangible capital assets	567,632	617,827	(17,574)
EXCESS OF REVENUE OVER EXPENSES	\$ 4,927,564	\$ 7,370,696	\$ 1,394,314
ACCUMULATED SURPLUS, BEGINNING OF YEAR	66,611,841	66,611,841	65,217,527
ACCUMULATED SURPLUS, END OF YEAR	\$ 71,539,405	\$ 73,982,537	\$ 66,611,841

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Statement of Change in Net Financial Assets
For the Year Ended December 31, 2023

	Budget (Unaudited)	2023	2022
EXCESS OF REVENUE OVER EXPENSES	\$ 4,927,564	\$ 7,370,696	\$ 1,394,314
Acquisition of tangible capital assets	(12,903,101)	(12,009,791)	(4,726,454)
Contributed tangible capital assets	-	(42,186)	(4,814)
Amortization of tangible capital assets	3,500,775	3,723,098	3,225,775
Proceeds on disposal of tangible capital assets	1,160,700	1,183,651	238,824
Loss (gain) on sale of tangible capital assets	(567,632)	(617,827)	17,574
	<u>\$ (8,809,258)</u>	<u>\$ (7,763,055)</u>	<u>\$ (1,249,095)</u>
Acquisition of supplies inventories	\$ (1,425,000)	\$ (1,129,068)	\$ (2,528,290)
Acquisition of prepaid assets	(175,000)	(168,188)	(153,029)
Use of supplies inventories	1,000,000	1,051,384	968,975
Use of prepaid assets	175,000	153,029	163,306
	<u>\$ (425,000)</u>	<u>\$ (92,843)</u>	<u>\$ (1,549,038)</u>
DECREASE IN NET FINANCIAL ASSETS	\$ (4,306,694)	\$ (485,202)	\$ (1,403,819)
NET FINANCIAL ASSETS, BEGINNING OF YEAR	\$ 11,782,909	\$ 11,782,909	\$ 13,186,728
NET FINANCIAL ASSETS, END OF YEAR	<u>\$ 7,476,215</u>	<u>\$ 11,297,707</u>	<u>\$ 11,782,909</u>

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Statement of Cash Flows
For the Year Ended December 31, 2023

	<u>2023</u>	<u>2022</u>
OPERATING		
Excess of revenue over expenses	\$ 7,370,696	\$ 1,394,314
Non-cash items included in excess of revenues over expenses:		
Amortization of tangible capital assets	3,723,098	3,225,775
Loss (gain) on disposal of tangible capital assets	(617,827)	17,574
Tangible capital assets received as contributions	(42,186)	(4,814)
Non-cash charges to operations (net change):		
Decrease in taxes and grants in place of taxes	127,240	324,970
Decrease in trade and other receivables	433,495	329,263
Decrease in agreement receivable	68,327	66,619
Decrease in land held for resale	-	166,524
Decrease (increase) in other current assets	(7,744)	158
Increase in inventory for consumption	(77,684)	(1,559,315)
Decrease (increase) in prepaid expenses	(15,159)	10,277
Increase (decrease) in accounts payable and accrued liabilities	(247,131)	674,498
Increase in deposit liabilities	63,494	1,505,026
Increase (decrease) in deferred revenue	(5,522,863)	743,317
Increase in employee benefit obligation	32,164	32,423
Increase in asset retirement obligation	851,527	
Increase (decrease) in provision for landfill closure/post-closure	(365,100)	30,425
Cash provided by operating transactions	<u>\$ 5,774,347</u>	<u>\$ 6,957,034</u>
CAPITAL		
Acquisition of tangible capital assets	\$ (12,009,791)	\$ (4,726,454)
Sale of tangible capital assets	1,183,651	238,824
Cash applied to capital transactions	<u>\$ (10,826,140)</u>	<u>\$ (4,487,630)</u>
INVESTING		
Decrease (increase) in restricted cash and temporary investments	\$ 5,736,090	\$ (2,414,174)
Increase in investments	(207,372)	(1,538,779)
Cash provided by (applied to) investing transactions	<u>\$ 5,528,718</u>	<u>\$ (3,952,953)</u>
FINANCING		
Long term debt repaid	(167,303)	(162,586)
Cash applied to financing transactions	<u>\$ (167,303)</u>	<u>\$ (162,586)</u>
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS DURING YEAR	<u>\$ 309,622</u>	<u>\$ (1,646,135)</u>
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>\$ 10,342,727</u>	<u>\$ 11,988,862</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>\$ 10,652,349</u></u>	<u><u>\$ 10,342,727</u></u>
Cash and cash equivalents is made up of:		
Cash and temporary investments (Note 2)	\$ 14,838,987	\$ 20,265,455
Less: restricted portion of cash and temporary investments (Note 2)	(4,186,638)	(9,922,728)
	<u><u>\$ 10,652,349</u></u>	<u><u>\$ 10,342,727</u></u>

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Schedule of Changes in Accumulated Surplus
For the Year Ended December 31, 2023
Schedule I

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2023	2022
BALANCE, BEGINNING OF YEAR	\$ 2,534,487	\$ 12,588,091	\$ 51,489,263	\$ 66,611,841	\$ 65,217,527
Excess of revenues over expenses	\$ 7,370,696	\$ -	\$ -	\$ 7,370,696	\$ 1,394,314
Unrestricted funds designated for future use	(3,619,671)	3,619,671	-	-	-
Restricted funds used for operations	219,500	(219,500)	-	-	-
Restricted funds used for tangible assets	-	(2,934,003)	2,934,003	-	-
Current year funds used for tangible capital assets	(8,251,239)	-	8,251,239	-	-
Contributed tangible capital assets	(42,186)	-	42,186	-	-
Disposal of tangible capital assets	565,824	-	(565,824)	-	-
Annual amortization expense	3,723,098	-	(3,723,098)	-	-
Asset retirement obligation accretion expense	26,978	-	(26,978)	-	-
Change in accumulated surplus	\$ (7,000)	\$ 466,168	\$ 6,911,528	\$ 7,370,696	\$ 1,394,314
BALANCE, END OF YEAR	\$ 2,527,487	\$ 13,054,259	\$ 58,400,791	\$ 73,982,537	\$ 66,611,841

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Schedule of Tangible Capital Assets
For the Year Ended December 31, 2023
Schedule II

	Land	Land Improvements	Buildings	Engineered Structures	Machinery & Equipment	Vehicles	2023	2022
COST:								
BALANCE, BEGINNING OF YEAR	\$ 2,375,894	\$ 1,294,524	\$ 2,105,713	\$ 74,454,388	\$ 11,529,659	\$ 3,836,510	\$ 95,596,688	\$ 91,460,023
Acquisition of tangible capital assets	45,886	858,618	94,125	7,774,417	3,008,151	265,949	12,047,146	4,566,404
Construction-in-progress	-	-	-	4,831			4,831	164,864
Disposal of tangible capital assets	-	-	-	(29,634)	(1,845,984)	(88,537)	(1,964,155)	(594,603)
Write down of tangible capital assets	-	-	-	-	-	-	-	-
BALANCE, END OF YEAR	<u>\$ 2,421,780</u>	<u>\$ 2,153,142</u>	<u>\$ 2,199,838</u>	<u>\$ 82,204,002</u>	<u>\$ 12,691,826</u>	<u>\$ 4,013,922</u>	<u>\$ 105,684,510</u>	<u>\$ 95,596,688</u>
ACCUMULATED AMORTIZATION:								
BALANCE, BEGINNING OF YEAR	\$ -	\$ 970,514	\$ 993,052	\$ 35,450,166	\$ 4,501,748	\$ 2,191,945	\$ 44,107,425	\$ 41,219,855
Annual amortization	-	94,268	71,730	2,446,956	925,241	184,903	3,723,098	3,225,775
Accumulated amortization on disposals	-	-	-	(26,879)	(1,301,984)	(69,468)	(1,398,331)	(338,205)
BALANCE, END OF YEAR	<u>\$ -</u>	<u>\$ 1,064,782</u>	<u>\$ 1,064,782</u>	<u>\$ 37,870,243</u>	<u>\$ 4,125,005</u>	<u>\$ 2,307,380</u>	<u>\$ 46,432,192</u>	<u>\$ 44,107,425</u>
NET BOOK VALUE OF, END OF YEAR	<u>\$ 2,421,780</u>	<u>\$ 1,088,360</u>	<u>\$ 1,135,056</u>	<u>\$ 44,333,759</u>	<u>\$ 8,566,821</u>	<u>\$ 1,706,542</u>	<u>\$ 59,252,318</u>	<u>\$ 51,489,263</u>
NET BOOK VALUE, BEGINNING OF YEAR	<u>\$ 2,375,894</u>	<u>\$ 324,010</u>	<u>\$ 1,112,661</u>	<u>\$ 39,004,222</u>	<u>\$ 7,027,911</u>	<u>\$ 1,644,565</u>	<u>\$ 51,489,263</u>	<u>\$ 50,240,168</u>

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Schedule of Property and Other Taxes Levied
For the Year Ended December 31, 2023
Schedule III

	Budget (Unaudited)	2023	2022
TAXATION			
Real property taxes	\$ 9,575,785	\$ 9,573,279	\$ 9,234,798
Linear property taxes	2,684,028	2,683,876	2,575,720
Government grants in lieu of property taxes	15,881	15,919	15,247
Special assessments and local improvement taxes	121,885	94,765	134,213
	<u>\$ 12,397,579</u>	<u>\$ 12,367,839</u>	<u>\$ 11,959,978</u>
REQUISITIONS			
Alberta School Foundation Fund	\$ 2,613,800	\$ 2,613,800	\$ 2,677,388
Evergreen Catholic Separate Regional Division #2	26,643	26,643	25,280
Barrhead & District Social Housing	121,083	121,083	121,115
Municipal Affairs	12,679	12,705	12,343
	<u>\$ 2,774,205</u>	<u>\$ 2,774,231</u>	<u>\$ 2,836,126</u>
NET MUNICIPAL TAXES	<u>\$ 9,623,374</u>	<u>\$ 9,593,608</u>	<u>\$ 9,123,852</u>

County of Barrhead No. 11
Schedule of Government Transfers
For the Year Ended December 31, 2023
Schedule IV

	Budget (Unaudited)	2023	2022
TRANSFERS FOR OPERATING:			
Federal government	\$ 3,000	\$ 1,057	\$ 1,472
Provincial government	1,761,989	1,724,704	1,070,534
Other local governments	46,673	35,183	41,478
	<u>\$ 1,811,662</u>	<u>\$ 1,760,944</u>	<u>\$ 1,113,484</u>
TRANSFERS FOR CAPITAL:			
Federal government	\$ 2,735,939	\$ 2,249,236	\$ 1,195,584
Provincial government	4,383,286	3,969,811	1,097,882
	<u>\$ 7,119,225</u>	<u>\$ 6,219,047</u>	<u>\$ 2,293,466</u>
TOTAL GOVERNMENT TRANSFERS	<u>\$ 8,930,887</u>	<u>\$ 7,979,991</u>	<u>\$ 3,406,950</u>

County of Barrhead No. 11
Schedule of Expenses by Object
For the Year Ended December 31, 2023
Schedule V

	Budget (Unaudited)	2023	2022
EXPENSES BY OBJECT			
Salaries, wages, and benefits	\$ 4,198,880	\$ 4,089,895	\$ 3,875,618
Materials, goods, supplies and utilities	2,373,619	1,987,341	2,309,074
Contracted and general services	2,475,115	1,918,416	1,846,404
Transfers to other governments	2,816,919	1,132,785	1,152,559
Purchases from other governments	300,240	368,318	297,897
Transfers to local boards and agencies	165,523	165,523	157,621
Interest on long-term debt	114,671	114,459	119,183
Provision (recovery) for allowances	40,425	(365,100)	(334,106)
Transfers to individuals and organizations	79,881	89,798	605,555
Bank charges and short term interest	1,970	1,344	1,255
Other expenses	22,068	19,482	12,116
Amortization of tangible capital assets	3,500,775	3,723,098	3,225,775
Accretion of asset retirement obligation	-	26,978	-
	<u>\$ 16,090,086</u>	<u>\$ 13,272,337</u>	<u>\$ 13,268,951</u>

County of Barrhead No. 11
Schedule of Segmented Disclosure
For the Year Ended December 31, 2023
Schedule VI

	General Government	Administration & Legislative	Protective Services	Transportation Services	Utilities & Waste Management	Planning & Development	Agricultural Services	Recreation & Culture	Community Support Services	Total
REVENUE										
Net municipal taxes	\$ 9,498,843	\$ -	\$ -	\$ 72,880	\$ 21,885	\$ -	\$ -	\$ -	\$ -	\$ 9,593,608
Government transfers for operating	-	87,558	218,939	993,586	-	-	323,531	137,330	-	1,760,944
User fees and sales of goods	-	12,494	124,985	410,335	450,003	25,025	175,517	11,588	-	1,209,947
Penalties and costs on taxes	139,821	-	-	-	-	-	-	-	-	139,821
Investment income	824,175	-	-	4,135	42,587	25,267	-	3,272	-	899,436
Other revenues	1,940	55,442	9,265	22,747	-	22,979	4,999	2,512	-	119,884
	10,464,779	155,494	353,189	1,503,683	514,475	73,271	504,047	154,702	-	13,723,640
EXPENSES										
Salaries & wages	-	1,192,404	41,988	2,127,618	143,864	211,189	355,704	17,128	-	4,089,895
Goods & supplies	-	64,956	11,098	1,655,405	80,501	31,572	139,381	4,428	-	1,987,341
Contract & general services	-	493,600	20,836	1,045,148	159,419	64,261	117,406	17,746	-	1,918,416
Transfers to other governments	-	-	840,534	-	225,258	-	2,970	356,841	75,500	1,501,103
(Recovery) provision for allowances	-	-	-	-	(365,100)	-	-	-	-	(365,100)
Transfers to local boards, agencies, and individuals	-	-	8,500	-	-	-	57,008	189,813	-	255,321
Long-term debt interest	-	-	-	-	-	-	-	114,459	-	114,459
Bank charges & shortterm interest	-	1,344	-	-	-	-	-	-	-	1,344
Other expenses	19,482	-	-	-	-	-	-	-	-	19,482
Accretion of asset retirement obligation	-	869	-	13,380	12,729	-	-	-	-	26,978
Segment Expenses before										
Amortization and Other	19,482	1,753,173	922,956	4,841,551	256,671	307,022	672,469	700,415	75,500	9,549,239
Amortization expense	-	74,583	115,539	3,334,606	170,442	-	24,867	3,061	-	3,723,098
(Shortfall) Excess of Revenue										
Over Expenses - Before Other	10,445,297	(1,672,262)	(685,306)	(6,672,474)	87,362	(233,751)	(193,289)	(548,774)	(75,500)	451,303
Contributed assets	-	-	-	-	-	42,186	-	-	-	42,186
Insurance proceeds	-	-	-	40,333	-	-	-	-	-	40,333
Government transfers for capital	-	-	-	6,219,047	-	-	-	-	-	6,219,047
Gain (loss) on disposal of capital assets	-	-	(4,444)	622,271	-	-	-	-	-	617,827
Excess (Shortfall) of Revenue										
over Expenses	\$ 10,445,297	\$ (1,672,262)	\$ (689,750)	\$ 209,177	\$ 87,362	\$ (191,565)	\$ (193,289)	\$ (548,774)	\$ (75,500)	\$ 7,370,696

The accompanying notes are an integral part of the financial statements.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the County of Barrhead No. 11 (the County) are the representations of management prepared in accordance with Canadian public sector accounting standards for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the County are as follows:

Reporting entity

The financial statements reflect the assets, liabilities, revenues, and expenditures, changes in fund balances and change in financial position of the County.

The schedule of taxes levied also includes operating requisitions for educational and other external organizations that are not controlled by the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties.

Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible assets are acquired.

Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

The County has used estimates to determine an allowance for doubtful accounts, valuation of asset retirement obligations, and useful lives of tangible capital assets.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

Valuation of financial assets and liabilities

The County's financial assets and financial liabilities are measured as follows:

<u>Financial statement component</u>	<u>Measurement</u>
Cash and temporary investments	Cost and amortized cost
Trade and other receivables	Amortized cost
Investments	Lower of cost or net realizable value
Agreements receivable	Amortized cost
Accounts payable and accrued liabilities	Cost
Deposit liabilities	Cost
Long-term debt	Amortized cost

Cash and temporary investments

Cash includes cash and temporary investments maturing within 90 days. Temporary investments are valued at cost plus accrued interest. The carrying amount approximates fair market value.

Investments

Investments are recorded at cost. Where there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

Requisition over-levies and under-levies

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

Local improvement charges

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from property owners for work performed by the municipality.

Tax revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

Asset retirement obligation

A liability for an asset retirement obligation is recognized at the best estimate of the amount required to retire a tangible capital asset at the financial statement date when there is a legal obligation for the County to incur retirement costs, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made. The best estimate of the liability includes all costs directly attributable to asset retirement activities, based on information available at year-end. The best estimate of an asset retirement obligation incorporates a present value technique, when the cash flows required to settle or otherwise extinguish an asset retirement obligation are expected to occur over extended future periods.

When a liability for an asset retirement obligation is initially recognized, a corresponding asset retirement cost is capitalized to the carrying amount of the related tangible capital asset. The asset retirement cost is amortized over the useful life of the related asset. Asset retirement obligations which are incurred incrementally with use of the asset are recognized in the period incurred with a corresponding asset retirement cost expensed in the period.

At each financial reporting date, the County reviews the carrying amount of the liability. The County recognizes period-to-period changes to the liability due to the passage of time as accretion expense. Changes to the liability arising from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate are recognized as an increase or decrease to the carrying amount of the related tangible capital asset. The County continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

Contaminated sites liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when the County is either directly responsible or accepts responsibility, and it is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the Change of Net Financial Assets for the year.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

Non-financial assets, continued

a) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost less residual value of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Tangible Capital Asset	Years
Land Improvements	15-45
Buildings	25-50
Engineered Structures	
Roadway system	5-65
Water system	45-75
Wastewater system	45-75
Machinery and Equipment	5-24
Vehicles	10-40

Annual amortization is charged in the year of acquisition. No amortization is charged in year of disposal. Assets under construction are not amortized until the asset is available for productive use.

b) Contribution of tangible capital assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also recorded as revenue.

c) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

d) Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

Deferred revenue

Deferred revenues represent government transfers and other amounts which have been collected, but for which the related services have yet to be performed or agreement stipulations have not been met. These amounts will be recognized as revenues when the revenue recognition criteria have been met. Interest earned on deferred revenues is calculated using an average investment rate on a monthly basis.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return. Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

Adoption of recent accounting pronouncements

The following accounting standards have been issued by the Chartered Professional Accountants of Canada:

Section PS 3280 – Asset Retirement Obligations

This new section establishes standards on how to account and report a liability for asset retirement obligations (ARO). This section identifies the main attributes of an ARO and provides guidance on how to establish the fair value of an ARO. This standard is effective for fiscal periods beginning on or after April 1, 2022. The County has adopted PS 3280 for the fiscal period ended December 31, 2023 and it has been applied prospectively.

2. CASH AND TEMPORARY INVESTMENTS

	<u>2023</u>	<u>2022</u>
Cash	\$ 5,919,666	\$ 2,447,862
Temporary investments	8,919,321	17,817,593
	<u>\$ 14,838,987</u>	<u>\$ 20,265,455</u>

Temporary investments are short-term deposits with original maturities of ninety days or less bearing interest at rates of prime less 1.55% to prime less 1.90% maturing during 2024. Included in the above balances are \$4,186,638 (2022 - \$9,922,728) of funds which are restricted.

These funds that are restricted in use are as follows:

	<u>2023</u>	<u>2022</u>
Unexpended conditional grant monies (Note 10)	\$ 1,223,890	\$ 6,746,753
Levies collected under legislation	1,292,660	1,572,576
Deposits and trust accounts	1,670,088	1,603,399
	<u>\$ 4,186,638</u>	<u>\$ 9,922,728</u>

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

3. TAXES AND GRANT IN LIEU OF RECEIVABLES

	<u>2023</u>	<u>2022</u>
Current taxes and grants in place of taxes	\$ 479,193	\$ 591,546
Arrears taxes	237,319	252,205
Less: allowance for doubtful accounts	(100,000)	(100,000)
	<u>\$ 616,511</u>	<u>\$ 743,751</u>

4. TRADE AND OTHER RECEIVABLES

	<u>2023</u>	<u>2022</u>
Due from other governments	\$ 415,132	\$ 799,755
Goods and services tax recoverable	111,306	135,419
Trade and other receivables	120,380	129,026
Due from related party (Note 19)	1,856	29,843
Less: allowance for doubtful accounts	(5,118)	(16,992)
	<u>\$ 643,555</u>	<u>\$ 1,077,050</u>

5. AGREEMENTS RECEIVABLE

	<u>2023</u>	<u>2022</u>
Range road 53 upgrades	\$ 113,866	\$ 168,765
Golf course loan receivable	102,671	109,053
Net investment in capital lease (Note 19)	73,924	80,969
	<u>\$ 290,461</u>	<u>\$ 358,788</u>

Range road 53 upgrades loan receivable is unsecured, bearing interest at 2.45%, repayable in blended annual principal and interest payments of \$59,034, and matures in 2025.

The golf course loan receivable is unsecured, bearing interest at 3.0%, repayable in blended annual principal and interest payments of \$9,654, and matures in 2036.

The net investment in capital lease bears interest at 2.881%, repayable in blended annual principal and interest payments of \$9,521 and matures in 2032.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

6. LAND HELD FOR RESALE

	2023	2022
Kiel Industrial Park, Phase I	\$ 610,322	\$ 610,322

Land held for resale includes acquisition costs of the land and the improvements to prepare the land for sale or servicing. Related development costs incurred to provide infrastructure are reported as tangible capital assets under their respective function.

7. INVESTMENTS

	2023	2022
Term deposits – Canadian Western Bank	\$ 2,187,936	\$ 2,064,769
Term deposit – Scotiabank	1,584,742	1,503,551
Neerlandia Co-op member equity	9,959	9,959
Other	3,089	75
	\$ 3,785,726	\$ 3,578,354

The Canadian Western Bank term deposit requires 93 days notice to withdraw. It bears interest at a rate of prime less 0.95% (2022 – 0.95%)

The Scotiabank term deposit is a guaranteed investment certificate, bearing interest at 5.40%, maturing on June 16, 2024.

At December 31, 2023 the prime rate was 7.20%.

8. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2023	2022
Accounts payable and accrued liabilities	\$ 653,932	\$ 1,293,250
Due to related party (Note 19)	8,629	7,886
Payables to other governments	1,053,711	662,267
	\$ 1,716,272	\$ 1,963,403

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

9. EMPLOYEE BENEFIT OBLIGATIONS

	2023	2022
Retirement allowance	\$ 34,929	\$ 29,994
Vacation	162,193	134,964
	\$ 197,122	\$ 164,958

Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year. The retirement allowance is comprised of a benefit to retiring employees who are over 55 years old with a minimum balance of 10 years of service. The vacation liability is comprised of vacation entitlement that employees are deferring to future years. The County does not provide post-employment benefits to employees.

10. DEFERRED REVENUE

Deferred revenues are unexpended federal and provincial transfers which are restricted to eligible projects, as approved under the funding agreements.

	2022	Contributions	Interest Earned	Contributions Recognized	2023
Canada Community- Building Fund (formerly Federal Gas Tax)	\$ 2,153,510	\$ 770,453	\$ 79,672	\$ (2,249,236)	\$ 754,399
Municipal Sustainability Initiative	4,593,043	711,519	165,897	(5,083,238)	387,221
Agricultural Services Board Program	-	258,247	-	(258,247)	-
STIP	-	232,500	-	(232,500)	-
WRRP	-	61,900	-	(21,414)	40,486
Other	200	136,613	-	(95,029)	41,784
	\$ 6,746,753	\$ 2,171,232	\$ 245,569	\$ (7,939,664)	\$ 1,223,890

Unexpended funds related to the deferred revenues are supported by temporary investments of \$1,223,890 (2022 - \$6,746,753) which are disclosed in the financial statements as subject to restricted uses as per Note 2.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

11. LONG-TERM DEBT

	2023	2022
Debenture – Town of Barrhead Pool	\$ 3,854,461	\$ 4,021,764

Principal and interest repayments are due as follows:

	Principal	Interest	Total
2024	\$ 172,158	\$ 109,816	\$ 281,974
2025	177,154	104,820	281,974
2026	182,294	99,680	281,974
2027	187,584	94,390	281,974
2028	193,027	88,947	281,974
Thereafter	2,942,244	582,433	3,524,677
	\$ 3,854,461	\$ 1,080,086	\$ 4,934,547

Debenture debt is repayable to the Province of Alberta and bears interest at a rate of 2.881% per annum and matures in 2041. Debenture debt is issued on the credit and security of the County of Barrhead at large.

The County's total cash payments for the debenture principal in 2023 were \$167,303 (2022 - \$162,586). The County's total cash payments for the debenture interest in 2023 were \$114,671 (2022 - \$119,183).

12. ASSET RETIREMENT OBLIGATIONS

Landfill

The County jointly operates a landfill site and is legally required to perform closure and post-closure activities upon retirement of this site. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. A liability for the total obligation, which was incurred when the site started accepting waste, irrespective of volume of waste accepted has been accrued. The County estimates that no obligation is incurred incrementally due to the volume of waste accepted, therefore, no further obligations being accrued based on volume of waste accepted. Undiscounted future cash flows expected are a closure cost in year 2030 of \$310,260 with annual post-closure activities starting in year 2031 of \$13,200 per year, increasing at an annual inflation rate of 2%, for 25 years to year 2055. The estimated total liability of \$742,010 is based on the sum of discounted future cash flows for closure and post-closure activities using a discount rate of 3.2718% and assuming annual inflation of 2%.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

12. ASSET RETIREMENT OBLIGATIONS, continued

Asbestos abatement

The County owns a building which contains asbestos and, therefore, the County is legally required to perform abatement activities upon renovation or demolition of this building. Abatement activities include handling and disposing of the asbestos in a prescribed manner when it is disturbed. The estimated total liability is \$27,428.

Gravel pit reclamation

The County operates gravel pits throughout the County and is legally required to perform reclamation activities upon retirement of these sites. Reclamation activities include reforestation activities and reclaiming the lands to the pre-disturbed land use type. A liability for the total obligation, which was incurred when the site was opened for gravel extraction has been accrued. The County estimates that no obligation is incurred incrementally due to the volume of aggregate extracted, therefore, no further obligations are being accrued based on aggregate extracted. Undiscounted future cash flows expected are a closure cost in year 2038 and 2058 of \$348,584 and \$598,297. The estimated total liability of \$946,881 is based on the sum of discounted future cash flows for closure and post-closure activities using a discount rate of 3.2718% and assuming annual inflation of 2%.

	2023	2022
Balance, beginning of year	\$ -	\$ -
Liabilities incurred	824,549	-
Accretion expense	26,978	-
	\$ 851,527	\$ -

The County has designated funds of \$851,000 in reserves for asset retirement obligations.

13. INVENTORY FOR CONSUMPTION

	2023	2022
Gravel	\$ 2,560,032	\$ 2,507,940
Materials and supplies	704,292	678,700
	\$ 3,264,324	\$ 3,186,640

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

14. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets.

	<u>2023</u>	<u>2022</u>
Unrestricted surplus	\$ 2,527,487	\$ 2,534,487
Restricted surplus		
Tax rate stabilization	1,718,043	1,661,684
Roads	2,636,151	2,848,072
Water & wastewater	2,152,314	1,978,590
Building replacement & renovations	2,658,744	1,698,813
Land & land improvements	1,302,892	1,214,220
General equipment replacement	2,586,115	3,186,712
	13,054,259	12,588,091
Equity in tangible capital assets	58,400,791	51,489,263
	<u>\$ 73,982,537</u>	<u>\$ 66,611,841</u>

15. EQUITY IN TANGIBLE CAPITAL ASSETS

	<u>2023</u>	<u>2022</u>
Tangible capital assets (Schedule II)	\$ 105,684,510	\$ 95,596,688
Accumulated amortization (Schedule II)	(46,432,192)	(44,107,425)
Asset retirement obligation (Note 12)	(851,527)	-
	<u>\$ 58,400,791</u>	<u>\$ 51,489,263</u>

16. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the County be disclosed as follows:

	<u>2023</u>	<u>2022</u>
Total debt limit	\$ 21,572,700	\$ 18,547,478
Total debt	3,854,461	4,021,764
Amount of debt limit unused	<u>\$ 17,718,239</u>	<u>\$ 14,525,714</u>
Service on debt limit	3,595,450	3,091,246
Service on debt	172,158	167,303
Amount of debt serving limit unused	<u>\$ 3,423,292</u>	<u>\$ 2,923,943</u>

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

16. DEBT LIMITS, continued

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) 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 alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

17. LOCAL AUTHORITIES PENSION PLAN

Employees of the County participate in the Local Authorities Pension Plan (LAPP), which is covered by the Alberta Public Sector Pensions Plan Act. The Plan serves about 291,259 people and about 437 employers. It is financed by employer and employee contributions and by investment earnings of the LAPP fund.

Contributions for current service are recorded as expenditures in the year which they become due. The County is required to make current service contributions to the plan of 8.45% of pensionable earnings up the Canada Pension Plan's Yearly Maximum Pensionable Earnings and 12.23% for the excess.

Total contributions by the County to the LAPP in 2023 were \$265,009 (2022 - \$245,133). Total contributions by the employees of the County to the LAPP in 2023 were \$232,810 (2022 - \$219,570).

At December 31, 2022, LAPP disclosed an actuarial surplus of \$12.7 billion (2021 - \$11.9 billion).

18. SALARY AND BENEFIT DISCLOSURE

Disclosure of salaries and benefits for elected municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 regulation is as follows:

	2023			2022
	Salary (1)	Benefits & Allowance (2)	Total	Total
Councillors				
Division 1 – Douglas Drozd (Reeve)	\$ 41,762	\$ 7,646	\$ 49,408	\$ 49,512
Division 2 – Marvin Schatz (Deputy)	38,379	7,485	45,864	45,931
Division 3 – Ron Kleinfeldt	31,348	6,616	37,964	38,321
Division 4 – William Lane	34,500	5,959	40,459	42,230
Division 5 – Paul Properzi	27,462	7,247	34,709	35,249
Division 6 – Walter Preugschas	33,128	5,942	39,070	39,851
Division 7 – Jared Stoik	22,326	6,880	29,206	33,147
County Manager – Debbie Oyarzun	194,357	35,161	229,518	208,937

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

18. SALARY AND BENEFIT DISCLOSURE, continued

- 1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria, and any other direct cash remuneration.
 - 2) Benefits and allowances figures include 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, Canada Pension Plan, employment insurance, and WCB.
-

19. RELATED PARTY TRANSACTIONS

The County is a member of the Barrhead Regional Water Commission.

Transactions and balances by the Barrhead Regional Water Commission to the County are based on actual service utilization during the year. Amounts receivable from the Barrhead Regional Water Commission have arisen from the operational costs of the County to provide operational service to the Barrhead Regional Water Commission. In the current year, amounts receivable also include the Barrhead Regional Water Commission’s share of capital costs for the SCADA monitoring system.

	2023	2022
Barrhead Regional Water Commission – service fees charged	\$ 133,625	\$ 125,559

At December 31, 2023, the County had a balance payable of \$8,629 (2022 - \$7,886) and a balance receivable of \$1,856 (2022 - \$29,843) to/from the Barrhead Regional Water Commission.

Included in Agreements Receivable is \$73,924 (2022 - \$80,969) for water pipeline payments receivable from Barrhead Regional Water Commission.

20. SEGMENTED INFORMATION

The County provides a range of services to its ratepayers and conducts its business through a number of reportable segments which facilitate management in the achievement of the County’s long-term objectives and aid in resource allocation decisions and to assess operational performance. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1. Certain segments, along with the services they provide are as follows:

a) Administration

Administration is responsible for the administration of the County as a whole. Administration includes assessment services, financial services, records management, and general administration.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

20. SEGMENTED INFORMATION, continued

b) Protective services

Protective services comprises policing, enforcement services, fire, disaster, and emergency management. The mandate of Protective Services is to maintain safe communities and to manage risk.

c) Transportation

Transportation provides and maintains a safe and reliable road network for the travelling public. Transportation is responsible for summer and winter road maintenance as well as bridge maintenance. The County's road construction program operates through the summer months.

d) Utilities and waste management

The County is responsible for environmental programs which includes water supply and distribution within the County of Barrhead as well as wastewater treatment and disposal activities. Waste management activities, including transfer stations and a regional landfill, are also included in this segment.

e) Planning and development

Planning and development manages current and long-term planning, and subdivision development permits. This segment also supports economic development.

f) Agriculture services

Agriculture services is responsible for implementing and enforcing legislative requirements, promoting the agriculture industry, addressing agricultural concerns and the development and delivery of environment extension programming.

g) Recreation and culture

Recreation and culture provides recreational and cultural services that promote the health and well-being of its citizens, and activities related to parks maintenance and operation.

21. COMMITMENTS

The County has contractual liabilities that will result in liabilities in the future when the terms of the contracts are met. The estimated aggregate amount payable for the unexpired terms of these contractual obligations for the next three years are as follows:

	Capital Projects	Service Contracts	Recreation Agreement*	Total
2024	\$ 577,250	\$ 792,136	\$ 337,951	\$ 1,707,337
2025	-	32,713	*	32,713
2026	-	8,580	*	8,580
Total at Dec 31, 2023	\$ 577,250	\$ 833,429	\$ 337,951	\$ 1,748,630
Total at Dec 31, 2022	\$ 2,085,200	\$ 485,462	\$ 326,625	\$ 2,897,287

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

21. COMMITMENTS, continued

* The County is committed to provide an Annual Contribution to the Town of Barrhead towards the core operating costs of the aquatic centre, arena and curling rink until December 31, 2027. The Annual Contribution is based on a funding formula that is the greater of either \$312,679 or the sum calculated according to the formula:

- a) in 2018, a sum equal to 0.03403% of the County's 2017 total taxable assessment;
- b) in 2019, a sum equal to 0.03403% of the County's total taxable assessments for 2017 and 2018;
- c) in each year from 2020 to 2027, a sum equal to 0.03403% of the average of the County's total taxable assessments for the three prior years.

The minimum Annual Contribution the County must make will never be less than \$312,679. If in any year, the sum calculated using the formula falls below \$312,679, the County will instead pay the minimum. The Annual Contribution is in addition to the County's debenture payments for the capital costs for construction of the aquatic centre as disclosed in Note 11.

The County's total taxable assessment is as follows:

2021	\$ 966,337,730
2022	\$ 984,558,430
2023	\$1,028,397,220

22. CONTINGENCIES

The County is a member of the Genesis Reciprocal Insurance Exchange ("GENESIS"). 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 GENESIS. Any liability incurred would be accounted for as a current transaction in the years the losses are determined.

23. FINANCIAL INSTRUMENTS

The County's financial instruments consist of cash and temporary investments, receivables, investments, accounts payable and accrued liabilities, deposit liabilities, and long-term debt. It is management's opinion that the County is not exposed to significant interest or currency risks arising from these financial instruments. Tax receivables and requisition over/under-levy are compulsory in nature, rather than contractual, however, the County manages risk exposure on these items similar to other receivables and payables.

The County is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the County provides services may experience financial difficulty and be unable to fulfill their obligations.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

23. FINANCIAL INSTRUMENTS, continued

The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

24. BUDGET DATA

The budget data presented in these financial statements is based upon the 2023 operating and capital budgets approved by Council. The chart below reconciles the approved budgets to the budget figures reported in these financial statements.

Revenue

Operating budget	\$ 19,128,152
Capital budget	14,761,841
Less:	
Requisitions	(2,774,205)
Allocation for in-house equipment rental	(792,986)
Debenture proceeds	(1,500,000)
Transfer from other funds:	
Operating budget	(730,169)
Capital budget	(6,481,915)
Proceeds on the sale of tangible capital assets	(593,068)
Total Revenue	21,017,650

Expenditures

Operating budget	19,128,152
Capital budget	14,761,841
Add: Amortization expense	3,500,775
Less:	
Requisitions	(2,774,205)
Allocation for in-house equipment rental	(792,986)
Transfer from other funds:	
Operating budget	(2,804,348)
Capital budget	(14,761,841)
Debt principal payments	(167,303)
Total expenses	16,090,086
Excess of revenues over expenses	\$ 4,927,564

The budget information was approved by Council on April 18, 2023 and has not been audited.

County of Barrhead No. 11
Notes to the Financial Statements
For the Year Ended December 31, 2023

25. COMPARATIVE INFORMATION

Certain prior year information has been reclassified to conform to current year presentation.

26. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.



TO: COUNCIL

RE: 2025 BUDGET SCHEDULE

ISSUE:

2025 Budget Schedule requires approval by Council.

BACKGROUND:

- Council must adopt an operating budget for each calendar year. (*MGA s 242(1)*)
- Council may adopt an interim operating budget for part of a calendar year. (*MGA s 242(2)*)
- County must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years and a capital plan for at least the next 5 years and update those plans annually (*MGA s. 283.1(2), (3), & (6)*).
- Government Finance Officers Association (GFOA) best practice for budgets include a statement of organization-wide, strategic goals and strategies that address long term concerns and issues.
- Over the years, public engagement has included a variety of different forms of in person sessions. Online surveys have been taking place for the past 4 years.

ANALYSIS:

- Current Strategic Plan covers years 2022 – 2026
 - Budget Priorities workshop links to Strategic Plan
- Proposed schedule includes online survey as well as an Open House in Council Chambers during regular office hours on August 27 & 28, 2024.
 - Public engagement via an online survey has been scheduled earlier in the budget cycle to obtain input and inform the public prior to the Open House sessions. This arrangement also improves the timing for Administration and Council to consider and align 2025 priorities with “What We Heard” from public consultation.
- 2025 Budget Schedule timelines should allow Council and Administration adequate time to:
 - thoroughly review and analyze all the necessary information (including public input),
 - develop the 2025 budget,
 - develop 3-year financial plan (2026-2028) and
 - develop Multi-Year Capital Plan
- There are many steps that are involved in the development of a budget.
 - Yellow highlights in the attached schedule are for the purpose of flagging days on which Council’s participation is required.
 - Meeting requests will be sent out to Council and Administration once Council has reviewed and approved the 2025 Budget Schedule
- 2025 Budget Schedule provides clear direction, transparency and accountability and facilitates the scheduling of meetings and opportunities for public engagement.

STRATEGIC ALIGNMENT:

Council’s adoption of the 2025 Budget Schedule aligns with the 2022 – 2026 Strategic Plan as follows:

PILLAR **4 Governance & Leadership**

Outcome *4 Council is transparent & accountable.*

Goal 4.2 County demonstrates open & accountable government.

Strategy 4.2.1 Council has the tools and information necessary to make informed decisions which are shared publicly.

ADMINISTRATION RECOMMENDS THAT:

Council approves the 2025 Budget Schedule as presented.



TO: COUNCIL

RE: 2024 CONSTRUCTION PROJECT 24-740

ISSUE:

Public Works requires Council to authorize signing of agreements for 2024 Road Reconstruction Project #24-740 – South of SW 9-62-4-W5, through 9-62-4-W5, South and East of SE 16-62-4-W5.

BACKGROUND:

- March 5, 2024 - Council directed administration to identify a road reconstruction project in the 2025/2026 Capital Plan to replace the 5-mile project 24-540 (Naples Rd) that was cancelled due to insufficient agreements for Landscape Borrow Area and Crop Damage on Access Road, and Borrow Area and Crop Damage on Access Roads to Borrow Area.
- Public Works identified a 2 mile project located South of SW 9-62-4-W5, through 9-62-4-W5, South and East of SE 16-62-4-W5 and has acquired the following landowner signatures on agreements for Crop Damages on Backslope Area, Landscape Borrow Area and Crop Damage on Access Road, and Borrow Area and Crop Damage on Access Roads to Borrow Area.
 - This 2-mile project will be updated in the Capital Plan from 2026 to a 2024 Road Reconstruction Project #24-740 - #24-740 – South of SW 9-62-4-W5, Through 9-62-4-W5, South and East of SE 16-62-4-W5.

Crop Damage on Backslope Areas

- | | |
|---|---------------|
| 1. Laura-Lee Moes | NW 4-62-4-W5 |
| 2. J & L Miller Holdings Ltd. | NE 9-62-4-W5 |
| 3. Misty Ridge Dairy Ltd. | NW 9-62-4-W5 |
| 4. J & L Miller Holdings Ltd. | SE 9-62-4-W5 |
| 5. Misty Ridge Dairy Ltd. | SW 9-62-4-W5 |
| 6. Jeanne Shirley Bozak, Tracey Mueller and David Mueller | SE 16-62-4-W5 |

Landscape Borrow Area & Crop Damage on Access Road

- | | |
|---------------------------|--------------|
| 1. Laura-Lee Moes | NW 4-62-4-W5 |
| 2. Misty Ridge Dairy Ltd. | SW 9-62-4-W5 |

Borrow Area and Crop Damage on Access Roads to Borrow Area

- | | |
|--|---------------|
| 1. David Larry Mueller and Tracey Jacqueline Mueller | NW 10-62-4-W5 |
|--|---------------|

Council approved rates are as follows:

Crop Damages	\$300.00 per acre
Landscape Borrow Area	\$500.00 per acre
Borrow Area	\$1,000.00 per acre
Fencing	Where there is a fence, the Municipality will supply posts and labour and the landowner will supply the wire

Reconstruction to take place starting at the corner of Range Road 44 and Township Road 621 to Township Road 622A at Range Road 43 (Misty Ridge corners).

ANALYSIS:

- Total estimated cost of the agreements for Project #24-740 are included in the total project cost of \$455,358.
- Public Works is scheduled to begin work on this project August 2024 weather permitting.
- Cost has been accounted for in the 2024 Capital Budget under Road Construction.
- 5 mile replacement summary:
 - Projects approved/proposed are in the Capital Plan and to date are approximately 4 miles in total
 - Resolution 2024-145 - 2 mile project (#24-241) - Approved
 - Proposed – 2 mile project (#24-740)

STRATEGIC ALIGNMENT:

Road reconstruction is an essential service provided to County residents. Ensuring timely, cost-effective road construction aligns with the County 2022 – 2026 Strategic Plan in the following areas:

- PILLAR 2: Municipal Infrastructure & Services
 - OUTCOME - County has necessary tools & information to deliver Programs and Services efficiently
 - GOAL 1 – Infrastructure & services balance County capacity with ratepayer needs.
- PILLAR 4: Governance & Leadership
 - OUTCOME – Council is Transparent & Accountable
 - GOAL 2 – County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, Landscape Borrow Area and Crop Damage on Access Road, and Borrow Area and Crop Damage on Access Roads to Borrow Area for 2024 Road Reconstruction Project #24-740 – South of SW 9-62-4-W5, through 9-62-4-W5, South and East of SE 16-62-4-W5.



TO: COUNCIL

RE: LAND USE BYLAW 4-2024 – SECOND READING

ISSUE:

Land Use Bylaw Review & Modernization Project has progressed and Bylaw 4-2024 is presented to Council to consider 2nd Reading following the public hearing.

BACKGROUND:

- May 3, 2023 – 1st Public Open House at Summerdale Community Hall (58 attendees signed in)
- May 19 – June 9, 2023 - An online Survey was open to the public and directly emailed to open house attendees that provided contact information (18 responses)
- June 9 – July 10, 2023 – extended survey deadline (additional 102 responses)
- October 11, 2023 – Council workshop to review “What We Heard Report” from public engagement sessions.
- February 7, 2024 – Workshop with Council to consider draft changes and recommendations from October 11, 2023.
- February 16, 2024 – 2nd Public Open House/Drop In at County office (38 attendees signed in), but it was too busy to capture everyone. Estimated that 60 attended.
- February & March 2024 – Multiple Outreaches: Public invited to contact County office with any questions.
 - During this time, the planning department received engagements and questions from approximately 35 ratepayers to the County office.
- March 18-19, 2024 – Evening appointments made available and advertised to public. One appointment made on March 19 at 4:15 p.m. No other requests received.
- April 2, 2024 – Council heard the ‘What We Heard Report dated April 2, 2024’ and provided direction to Administration to incorporate recommendations with proposed changes into the existing DRAFT Land Use Bylaw and to bring the bylaw to first reading May 7, 2024.
- 1st Reading was given to Bylaw 4-2024 on May 7, 2024. Public Hearing date was set for June 6, 2024.
- Public Hearing advertised for 2 weeks in the Barrhead Leader, May 21 and 28, as well as via BARCC Alerting, email contact list, and Facebook posts.
- Public Hearing was held on June 6, 2024, with 54 people in attendance.
- June 18, 2024 - Council accepted the minutes of the Public Hearing and all attached comments and submissions from the public.

ANALYSIS:

- *Municipal Government Act* s. 640 requires Council to pass a Land Use Bylaw.
- County has exceeded the requirements for public engagement, passed 1st reading, held a formal Public Hearing, and is ready to proceed to 2nd Reading.
 - Approval of 2nd reading with proposed amendments is required before proceeding to 3rd and final reading which officially adopts the document as a bylaw.
 - Further edits can be made after 2nd reading and before third reading.
- Edits were incorporated into the DRAFT Land Use Bylaw prior to 1st reading, based on legislated requirements, research, review and public feedback.
 - Significant portions of Bylaw 5-2010 have been retained and amendments made over the past 14 years have been consolidated into the DRAFT Land Use Bylaw 4-2024.
- For ease of reference and discussion, the attached table provides a high-level summary of comments received at the Public Hearing in which all elected officials were in attendance. Table also provides administrative comments for clarity and suggested changes or need for further direction.

Next steps:

- Once 2nd reading is passed with direction on any amendments, Administration will incorporate those amendments into the DRAFT Land Use Bylaw 4-2024 and bring it back to Council for 3rd reading.
- Council can then consider 3rd reading, with or without further amendments.

STRATEGIC ALIGNMENT:

A thorough and transparent process for reviewing and amending Land Use Bylaw 4-2024 including opportunities for public engagement aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR 1 Economic Growth & Diversity

Outcome *1 County increases its tax base.*

Goal 1.1 County attracts & encourages investment.

Strategy 1.1.3 Manage growth while reducing barriers to development with review of LUB and policies.

PILLAR 4 Governance & Leadership

Outcome *4 Council is transparent & accountable.*

Goal 4.2 County demonstrates open & accountable government.

Strategy 4.2.1 Council has the tools and information necessary to make informed decisions which are shared publicly.

ADMINISTRATION RECOMMENDS THAT:

Council give 2nd reading to Land Use Bylaw 4-2024, with the amendments as directed.



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 4-2024

LAND USE BYLAW

Page 1 of 1

A BYLAW OF THE COUNTY OF BARRHEAD NO. 11, in the Province of Alberta, for the purpose of establishing a new Land Use Bylaw.

WHEREAS pursuant to Section 640(1) of the *Municipal Government Act*, RSA 2000, c. M-26, as amended from time to time, Council for every municipality must pass a land use bylaw; and

NOW THEREFORE, the Council of the County of Barrhead No. 11, duly assembled, and under the authority of the *Municipal Government Act*, as amended, hereby enacts the following:

- 1.0** This Bylaw may be cited as “County of Barrhead Land Use Bylaw”.
- 2.0** That the written text, maps, and charts attached be adopted as the County of Barrhead Land Use Bylaw.
- 3.0** Invalidity of any section, clause, sentence or provision of this bylaw shall not affect the validity of any other part of this bylaw.
- 4.0** Bylaw No. 5-2010 and all amendments thereto are repealed following final reading of Bylaw No. 4-2024.
- 5.0** This Bylaw No. 4-2024 shall come into full force and take effect upon third and final reading.

FIRST READING GIVEN THE 7TH DAY OF MAY 2024.

SECOND READING GIVEN THE ___ DAY OF _____ 2024.

THIRD READING GIVEN THE ___ DAY OF _____ 2024.

Reeve

Seal

County Manager

ADVERTISED in Barrhead Leader on:

May 21 and 28, 2024.

PUBLIC HEARING held on June 6, 2024.



Draft Land Use Bylaw

Modernization Update Project 2023/24



LIST OF AMENDMENTS

The following is a list of amendments to the current County of Barrhead Land Use Bylaw. This page is provided for information only and is not approved as part of the bylaw.

BYLAW	THIRD READING DATE	DESCRIPTION

GUIDE TO USING THE LAND USE BYLAW

The County of Barrhead Land Use Bylaw establishes the regulations on how land can be developed (i.e., how land can be used, and how buildings can be constructed or moved) in the County. Regulations vary depending on the location, type, and density/intensity of the development proposed. Other bylaws, policies, and regulations of the County must also be followed, as well as all applicable acts, laws, and regulations of the Provincial and Federal governments.

There are several parts of the Land Use Bylaw that need to be reviewed together to understand how the Land Use Bylaw affects the use and development of lands within the County.

The following steps may assist in the review of the Land Use Bylaw by a prospective development or subdivision proponent:

LOCATE

1

Locate the subject property on the Land Use District Map(s). These maps divide the County into various Land Use Districts. Each Land Use District has a designation such as “AG” for AGRICULTURAL or “CR” for COUNTRY RESIDENTIAL.

CHECK

2

Check the Table of Contents and locate the Land Use District you are interested in. Each Land Use District is listed in Section 11 – Land Use Districts. In each Land Use District, you will find a list of permitted and discretionary uses, subdivision and development regulations, and regulations for specific types of development.

These districts identify what can be developed in any given Land Use District. Definitions provided in Section 3.2 – Definitions, should also be consulted to ensure that words and terms used in the Land Use Bylaw are understood.

REVIEW

3

Review the Table of Contents to see if there are any regulations that apply to your inquiry.

For example, Section 8 describes the enforcement procedure, Section 9.2 contains regulations about Accessory Buildings and Section 10.17 contains regulations about Home Occupations.

DISCUSS

4

Discuss your proposal or concerns with County Planning & Development staff. County staff members are well trained and able to assist you with your development/subdivision or general inquiries and to explain procedures. They can also assist with other situations such as enforcement or a Land Use Bylaw amendment.

Please note that this page is intended to assist the reader of the Land Use Bylaw and does not form part of the approved bylaw.

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1. ADMINISTRATION

1.1 TITLE

- 1.1.1 This Bylaw shall be referred as the County of Barrhead Land Use Bylaw and may be referenced in this Bylaw as 'the Bylaw', 'this Bylaw', 'the Land Use Bylaw', or 'this Land Use Bylaw'.

1.2 PURPOSE

- 1.2.1 Purpose of this Bylaw is to:
- a. Regulate the use and development of land and buildings within the County of Barrhead to achieve the orderly and economic development of land;
 - b. Divide the County of Barrhead into Land Use Districts;
 - c. Prescribe and regulate for each Land Use District the purpose for which land and buildings may be used unless the district is designated as a Direct Control District pursuant to Section 641 of the *Municipal Government Act*, RSA 2000, c M-26 (the *Act*), as amended or replaced;
 - d. Establish the Development Authority for the County of Barrhead;
 - e. Establish a method of making decisions on applications for development permits including the issuing of development permits;
 - f. Establish a method of making decisions on applications for subdivision approval in accordance with the provisions of the *Act* and its regulations;
 - g. Provide the manner in which notice of the issuance of a development permit is to be given;
 - h. Establish a system of appeals against the decisions of the Subdivision Authority and the Development Authority; and
 - i. Establish the number of dwelling units permitted on a parcel of land.
- 1.2.2 In addition to the above, the Land Use Bylaw shall follow:
- a. The *Act*;
 - b. Matters Related to Subdivision & Development Regulation, AR84/2022, as amended or replaced; and
 - c. Provincial Land Use Policies (or, where applicable, a regional plan adopted under the *Alberta Land Stewardship Act*, S.A. 2009, c. A-26.8, as amended or replaced).

1.3 COMMENCEMENT

- 1.3.1 The effective date of this Bylaw shall be the date of the third reading.

1.4 REPEAL

- 1.4.1 The former County of Barrhead Land Use Bylaw (as amended or replaced) is repealed and shall cease to have effect on the day that this Land Use Bylaw comes into effect.

1.5 AREA OF APPLICATION

- 1.5.1 Provisions of this Bylaw apply to all land and buildings within the boundaries of the County of Barrhead.

1.6 CONFORMITY & COMPLIANCE

- 1.6.1 No person shall commence any subdivision or development unless it is in accordance with the regulations of this Bylaw. Nothing in this Bylaw affects the duty or obligation of a person to obtain a development permit or subdivision approval as required in this Bylaw, or to obtain any other permit, license, approval, or other authorization required by any Bylaw or any provincial or federal legislation.
- 1.6.2 Compliance with the provisions and requirements of this Bylaw does not exempt any person or corporation from complying with any easement, covenant, agreement, or contract affecting the development.

1.7 INTERPRETATION & GOVERNING LAW

- 1.7.1 Notwithstanding the definitions in Section 3 of this Bylaw, the *Municipal Government Act* RSA 2000, c M-26 as amended takes precedence in the case of a dispute on the meaning of any words or clauses herein.
- 1.7.2 In this Bylaw:
- a. "Act" means the *Municipal Government Act*, RSA 2000, c M-26
 - b. "**MAY**" is an operative word meaning a choice is available with no particular direction or guidance intended.
 - c. "**SHALL**" and "**MUST**" require mandatory compliance.
 - d. "**SHOULD**" means that in order to achieve local goals and objectives it is strongly advised that action be taken;
 - e. "Council" shall refer to the Council of the municipal corporation of the County of Barrhead No. 11 in the Province of Alberta.
 - f. "County" shall refer to the municipal corporation of the County of Barrhead No. 11 in the Province of Alberta.
 - g. "Municipality" means the County of Barrhead No. 11 in the Province of Alberta unless otherwise noted.
- 1.7.3 All titles and headings are inserted for convenience only.
- 1.7.4 Reference to the singular, plural, masculine, feminine or neuter is used throughout and can be used interchangeably unless the context requires otherwise.
- 1.7.5 Metric measurement shall take precedence for the purposes of interpretation of the regulations in this Land Use Bylaw.
- a. Imperial measures are approximate and are provided only for information.
 - b. Unless specified elsewhere in this Land Use Bylaw, measurements shall be rounded to the nearest tenth decimal place.
- 1.7.6 This Bylaw and any amendment thereto shall be enacted in conformance with any statutory plan as adopted or amended by the County of Barrhead.

1.8 SEVERABILITY

- 1.8.1 Each separate provision of this Bylaw shall be deemed independent of all other provisions.
- 1.8.2 If any provision of this Bylaw is declared invalid, that provision shall be severed, and all other provisions of the Bylaw shall remain in force and effect.

1.9 ESTABLISHMENT OF FORMS

- 1.9.1 For the purpose of administering the provisions of the Land Use Bylaw, the Council may, by resolution, authorize the preparation and use of such forms and notices, as they may deem necessary.
- 1.9.2 Forms identified within this Bylaw are for information purposes only and are not adopted as part of this Bylaw.

2. AUTHORITIES

2.1 COUNCIL

- 2.1.1 Council shall perform such duties as are specified for Council in this Bylaw.
- 2.1.2 In addition, Council shall decide upon all development permit applications within a Direct Control District, as stated in the *Act*.

2.2 DEVELOPMENT AUTHORITY

- 2.2.1 Development Authority for the County of Barrhead is established under this Bylaw pursuant to the *Act*.
- 2.2.2 Development Authority shall be:
 - a. Person(s) appointed as Development Authority Officer by resolution of Council, pursuant to this Bylaw; and
 - b. County of Barrhead Municipal Planning Commission (MPC); and
 - c. Council, in matters related to a Direct Control District.
- 2.2.3 Development Authority shall be carried out in accordance with powers and duties described in the *Act*, regulations established under the *Act*, and this Bylaw as amended or replaced.

2.3 DEVELOPMENT AUTHORITY OFFICER

- 2.3.1 Position of Designated Officer for the limited purpose of exercising the powers, duties and functions of a Development Authority Officer is hereby established.
- 2.3.2 Development Authority Officer shall be appointed by resolution of Council.
- 2.3.3 Powers, duties and functions of the Development Authority Officer are described in this Bylaw.
- 2.3.4 Development Authority Officer may sign on behalf of the Development Authority any order, decision, approval, notice, or other thing made or given by the Development Authority or by the Development Authority Officer.
- 2.3.5 Development Authority Officer shall:
 - a. Keep and maintain for inspection of the public during all reasonable hours, a copy of this Bylaw and all amendments thereto and ensure that copies are available at a reasonable charge; and
 - b. Make available for inspection by the public during all reasonable hours, a register of all applications for development permits, including the decisions thereon and the reasons, therefore.
- 2.3.6 In addition to their other duties, the Development Authority Officer shall be a Designated Officer for the purposes of inspection, remedy, enforcement, or action pursuant to Section 542 of the *Act*.
- 2.3.7 Development Authority Officer may have other duties as directed by Council.

2.4 MUNICIPAL PLANNING COMMISSION

- 2.4.1 Municipal Planning Commission (MPC) established by Bylaw and any amendments thereto, shall perform such duties as are specified in this Bylaw.
- 2.4.2 MPC shall decide upon all development permit applications referred by the Development Authority Officer.
- 2.4.3 MPC may:
 - a. Provide recommendations for subdivision proposals to the Subdivision Authority; and
 - b. Perform such other duties as described or implied in this Bylaw or as may be assigned to it by Council.

2.5 SUBDIVISION AUTHORITY

- 2.5.1 Pursuant to Section 623 of the *Act*, Council of the County of Barrhead shall serve as Subdivision Authority.

2.6 SUBDIVISION OFFICER

- 2.6.1 Subdivision Officer shall:
- a. Keep and maintain for inspection of the public during all reasonable hours, a copy of this Bylaw and all amendments thereto and ensure that copies are available at a reasonable charge; and
 - b. Make available for inspection by the public during all reasonable hours, a register of all applications for subdivision, including the decisions thereon and the reasons, therefore.
- 2.6.2 For the purposes of right of entry, the Subdivision Officer is hereby declared to be an authorized person of Council.

2.7 SUBDIVISION & DEVELOPMENT APPEAL BOARD

- 2.7.1 Subdivision & Development Appeal Board shall be established by separate Bylaw.
- 2.7.2 Subdivision & Development Appeal Board established by the County's Subdivision & Development Appeal Board Bylaw, as amended or replaced, shall perform such duties as are specified in Section 6 of this Bylaw.

3. DEFINITIONS

3.1 DEFINITIONS

- 3.1.1 In this Bylaw, and any amendments made hereto, the definitions set out in Section 3 shall be used.
- 3.1.2 **"ABANDONED FARMSTEAD"** means a farmyard which was once established and which contains two (2) or more of the following: an abandoned residence, a developed potable water source, an established sewage collection system, an existing shelterbelt or any other features which would indicate a previous developed farmstead;
- 3.1.3 **"ABATTOIR"** means the use of land or buildings as a facility for the slaughtering of animals and the processing, storage, and sale of meat products;
- 3.1.4 **"ABUT"** means immediately contiguous or physically touching, and, when used with respect to a parcel or site, means that the parcel or site physically touches upon another parcel or site, and shares a property line or boundary line with it;
- 3.1.5 **"ACCESSORY BUILDING"** means a building separate and subordinate to the principal building (in the opinion of the Development Authority), the use of which is incidental to that of the principal building and is located on the same parcel of land;
- 3.1.6 **"ACCESSORY USE"** means a use customarily incidental and subordinate to the principal use or building (in the opinion of the Development Authority), and which is located on the same parcel of land with such principal use or building;
- 3.1.7 **"ADJACENT"** means land that is immediately contiguous to a site or would be immediately contiguous to a site if not for a road, lane, walkway, watercourse, utility lot, pipeline right-of-way, power line, railway, or similar feature.
- 3.1.8 **"ADULT ENTERTAINMENT"** means an establishment which provides live entertainment for its patrons, which includes the display of nudity;
- 3.1.9 **"ADULT USE"** means any of the following: Adult Bookstore, Adult Motion Picture Theater, Adult Paraphernalia Store, Adult Video Store, and Live Nudity Establishment or any other business or establishment characterized by an emphasis depicting, describing or related to sexual conduct or excitement. For the purposes of this definition an adult use is any use or combination of uses which either have greater than twenty-five percent (25%) of the subject establishment's inventory stock; or twenty-five percent (25%) of the subject premise's gross floor area, or 18.6 m² (200.0 ft²) (whichever is greater) devoted to materials for sale or rent distinguished by or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement;
- 3.1.10 **"AERODROME"** means any area of land, water (including the frozen surface thereof) or other supporting surface used or designed, prepared, equipped or set apart for use either in whole or in part for the arrival, departure, movement, or servicing of aircraft and includes any buildings, installations and equipment situated thereon or associated therewith. Aerodromes include water aerodromes and heliport;
- 3.1.11 **"AGRI-TOURISM"** means an agriculturally based operation or activity that brings visitors to a farm or ranch. Agri-tourism includes, but is not limited to, buying produce direct from a farm stand, navigating a corn maze, picking fruit, feeding animals, and may include overnight accommodations as secondary uses with appropriate permits;
- 3.1.12 **"AGRICULTURAL OPERATION"** means an agricultural operation as defined in the Agricultural Operations Practices Act, R.S.A. 2000, c. A-7, as amended or replaced;
- 3.1.13 **"AGRICULTURAL SUPPORT SERVICES"** means development providing products or services related to the agricultural industry. Without restricting the generality of the foregoing, this shall include such facilities as:

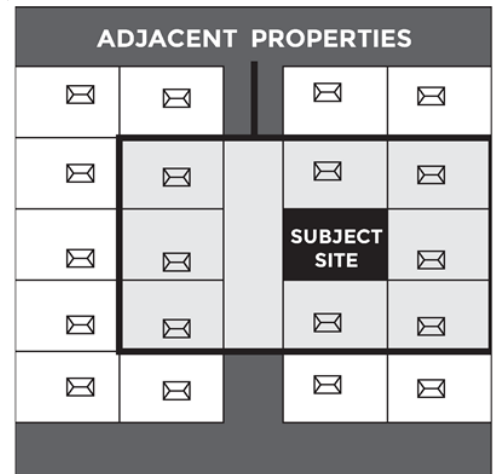


Figure 1: Adjacent

livestock auction marts, grain elevators, feed mills, bulk fertilizer distribution plants, bulk agricultural chemical distribution plants, bulk fuel facilities, farm implement dealerships, and crop spraying;

- 3.1.14 **"AGRICULTURAL USE"** means farming activities including extensive agriculture, intensive agriculture, agri-tourism, industrial agriculture, value-added agriculture, and confined feeding operations. Agricultural uses do not include cannabis production and distribution facilities;
- 3.1.15 **"AGRICULTURE, DIVERSIFIED"** means an agricultural use that brings additional traffic to the agricultural parcel. Typical activities include value added agricultural processing, retail sales of agricultural products and products complementary and accessory to the agricultural use, and allows for commercial experiences related to the enjoyment, education, or activities and events related to farming or farm life. This use does not include home based business, intensive agriculture, event venue, agriculture support services, Cannabis Production and Distribution, or Cannabis Retail Sales;
- 3.1.16 **"AGRICULTURE, EXTENSIVE"** means the use of land or buildings, including the first dwelling and other structures related to an agricultural operation, but not including intensive agriculture, or a confined feeding operation or manure storage facility if the confined feeding operation or the manure storage facility is the subject of an approval, registration or authorization under Part 2 of the Agricultural Operations and Practices Act;
- 3.1.17 **"AGRICULTURE, INDUSTRIAL"** means an industrial activity involving the processing, cleaning, packing or storage of agricultural products, or providing products or services related to the agricultural industry. Agricultural industry includes, but is not restricted to, seed cleaning and/or processing plants, feed mills, bulk fertilizer distribution plants, crop spraying, a licensed industrial hemp production facility, and grain elevators, but does not include the manufacture of processed foods from agricultural products or abattoirs. This use does not include cannabis production and distribution facilities;
- 3.1.18 **"AGRICULTURE, INTENSIVE"** means a commercial agricultural operation other than a confined feeding operation which, due to the nature of the operation, requires smaller tracts of land. Without restricting the generality of the foregoing, this shall include nurseries, greenhouses, market gardens, apiaries, tree farms and specialty crops. This use does not include cannabis production and distribution facilities;
- 3.1.19 **"AGRICULTURE, SMALL SCALE OPERATION"** means a less land intensive agricultural operation that operates on a smaller agricultural parcel (typically less than 16.2 ha (40.0 ac)). Small Scale Operation Agriculture does not include intensive agriculture, cannabis production and distribution, or confined feeding operations;
- 3.1.20 **"AGRICULTURE, VALUE ADDED"** means an agricultural industry which economically adds value to a product by changing it from its current state to a more valuable state;
- 3.1.21 **"AIRPORT"** means an aerodrome for which, under Part III of the Canadian Aviation Regulations, an airport certificate has been issued by the Minister;
- 3.1.22 **"ALCOHOL RETAIL SALES"** means a development used principally for the wholesale or retail sale or distribution to the public of all types of alcoholic beverages as defined by the Alberta Gaming, Liquor and Cannabis Act. This does not include licensed cannabis retail sales establishments;
- 3.1.23 **"ALTERNATE ENERGY SYSTEM"** means a use producing energy fueled from sources such as sunlight, water, wind, geo-thermal, or organic materials, but not fossil fuels (liquids, gases, or solids), either directly, via conversion, or through biochemical/bio-mechanical/chemical mechanical/bio-chemical mechanical processes. Examples of such uses are, but not limited to, anaerobic digester, biodiesel, bioenergy, composting, gasification, geo-thermal facility, microhydro, solar energy conversion, wind energy conversion, and waste to energy;
- 3.1.24 **"ALTERNATE ENERGY SYSTEM, COMMERCIAL"** means a use producing energy fueled from sources such as sunlight, water, wind, geo-thermal, or organic materials, but not fossil fuels (liquids, gases, or solids), either directly, via conversion, or through biochemical/bio-mechanical/chemical mechanical/bio-chemical mechanical processes for distribution **offsite and/or commercially**. Examples of such uses are, but not limited to, anaerobic digester, biodiesel, bioenergy, composting, gasification, geo-thermal facility, microhydro, solar energy conversion, wind energy conversion, and waste to energy;
- 3.1.25 **"ALTERNATE ENERGY SYSTEM, INDIVIDUAL"** means a use producing energy fueled from sources such as sunlight, water, wind, geo-thermal, or organic materials, but not fossil fuels (liquids, gases, or solids), either

directly, via conversion, or through biochemical/bio-mechanical/chemical mechanical/bio-chemical mechanical processes for distribution **on the site the facility is located**. Examples of such uses are, but not limited to, anaerobic digester, biodiesel, bioenergy, composting, gasification, geo-thermal facility, microhydro, solar energy conversion, wind energy conversion, and waste to energy;

- 3.1.26 **"ANIMAL HEALTH SERVICES"** means development for the purposes of treatment of animals and includes retail sales of associated products. This may include such uses as veterinary clinics, impounding and quarantining facilities, but does not include the sale of animals;
- 3.1.27 **"AMUSEMENT & ENTERTAINMENT SERVICES"** means those developments, having a room, area or building used indoors or outdoors for purposes of providing entertainment and amusement to patrons on a commercial fee for admission/service basis. Typical uses and facilities would include go-cart tracks, miniature golf establishments, carnivals (variety of shows, games and amusement rides), circuses, table or electronic games establishments, amusement theme parks and drive-in motion picture theatres;
- 3.1.28 **"APIARY"** means a place where beehives are kept. For the purposes of this Bylaw the location of the apiary will be determined by the beehives rather than by the legal boundary of the parcel of land accommodating the hives;
- 3.1.29 **"AUCTIONEERING"** means development intended for the use of auctioning livestock, goods and equipment including the temporary storage of such livestock, goods and equipment, but does not include flea markets;
- 3.1.30 **"AUTOMOBILE SERVICE CENTRE"** means a development or portion of a large retail establishment used exclusively for the repair and maintenance of passenger vehicles and other single-axle vehicles and excludes the sale or other distribution of petroleum products such as gasoline, propane, diesel and other fuels
- 3.1.31 **"BARELAND CONDOMINIUM"** means housing units administered under the Condominium Property Act, R.S.A. 2000, c. C-22, as amended, which allows for the division of a parcel of land into parcels and common property, and where "joint control" is applied to a parcel of land (as distinct from a building) in which there are a number of individually owned parcels of land (parcels) with the joint control being applied to the entire parcel of land owned by those owning a "parcel". Condominium title is conferred upon those owning individual parcels with the Condominium Association being responsible for the common property;
- 3.1.32 **"BASEMENT"** means the portion of a building which is wholly or partially below grade, having above grade no more than 1.8 m (5.9 ft.) of its clear height which lies below the finished level of the floor directly above;
- 3.1.33 **"BED & BREAKFAST OPERATION"** means a minor and ancillary/subordinate commercial use of a residence where accommodation, with or without meals, is provided for remuneration to members of the public for periods of fourteen (14) days or less in 4 or fewer guest rooms;
- 3.1.34 **"BEHIND THE METER"** means a generating system producing power for use on a grid-connected property, but which system may or may not be capable of sending power back into the utility grid;
- 3.1.35 **"BOARDER OR LODGER"** means an individual residing in a dwelling unit along with another individual or other individuals, who is (are) the principal occupant(s) of the dwelling unit and to whom the boarder or lodger is not related by blood or marriage, where accommodation and meals are provided for compensation to the principal occupant(s) pursuant to an agreement or arrangement;
- 3.1.36 **"BOARDING OR LODGING HOME"** means a building (other than a hotel or motel) containing not more than fifteen sleeping rooms where meals or lodging for four or more persons are provided for compensation pursuant to previous arrangements or agreement;
- 3.1.37 **"BOAT HOUSE"** means an accessory building located between the legal bank of the lake and the principal building on the site that is used primarily for the storage of watercraft and/or items associated with aquatic recreation. A boat house shall not include a guest house suite, and shall not contain cooking, bathing or sleeping facilities. A boat house shall not be developed in the bed and shore of a waterbody;
- 3.1.38 **"BREEDING FACILITY"** means a commercial facility where domestic animals are kept, bred, bought, and/or sold;
- 3.1.39 **"BUILDING"** includes anything constructed or placed on, in, over or under land but does not include a highway or public roadway or a bridge forming part of a highway or road;
- 3.1.40 **"BUILDING HEIGHT"** means the vertical distance between building grade and the highest point of a building excluding an elevator housing, mechanical skylights, ventilating fans, chimneys, steeples, fire walls, parapet walls, flagpoles, or similar device not structurally essential to the building;

- 3.1.41 **"BULK FUEL STORAGE & SALES"** means lands, buildings, and structures for the storage and distribution of fuels and oils including retail sales and key/card lock operations;
- 3.1.42 **"CAMPGROUND, BASIC"** means an area used for a range of overnight accommodation, from tenting to un-serviced trailer sites, including accessory facilities that support the use, such as administration offices, laundry facilities, washrooms, support recreational facilities, but not including the use of mobile homes, trailers or other forms of moveable shelter on a permanent year-round basis;
- 3.1.43 **"CAMPGROUND, SERVICED"** means campground facilities that provide a higher level of services than basic camping areas. Examples of these services include (but are not limited to): sewage, potable water, and/or electrical hook-ups at each campsite or stall. Recreational resorts are not considered serviced campgrounds;
- 3.1.44 **"CANNABIS"** is as defined in the federal *Cannabis Act*.
- 3.1.45 **"CANNABIS LOUNGE"** means a development where the primary purpose of the facility is the sale of cannabis to the eligible public, for consumption within the premises that is authorized by provincial or federal legislation. This use does not include cannabis production and distribution facilities;
- 3.1.46 **"CANNABIS PRODUCTION & DISTRIBUTION FACILITY"** means a development used principally for one or more of the following activities relating to cannabis:
- a. the production, cultivation, and growth of cannabis;
 - b. the processing of raw materials;
 - c. the making, testing, manufacturing, assembling, or in any way altering the chemical or physical properties of semi-finished or finished cannabis goods or products;
 - d. the storage or shipping of materials, goods, or products, or;
 - e. the distribution and sales of materials, goods, and products to the Alberta Gaming, Liquor, and Cannabis Commission;
- 3.1.47 **"CANNABIS RETAIL SALES"** means a development used for the retail sales of cannabis that is authorized by provincial or federal legislation. This use may include retail sales of cannabis accessories, as defined in the Cannabis Act, S.C. 2018, c. 16, as amended or replaced. This use does not include cannabis production and distribution facilities;
- 3.1.48 **"CARPORT"** means a roofed structure used for storing or parking of not more than two private vehicles which has not less than 40% of its total perimeter open and unobstructed;
- 3.1.49 **"CAR WASH"** means a building used for the purpose of washing motor vehicles;
- 3.1.50 **"CARETAKER'S RESIDENCE"** means a residence that is secondary or ancillary to a principal industrial, commercial, or recreational use on the lot, and is used for the purpose of providing living accommodation for the individual who is primarily responsible for the maintenance and security of that lot;
- 3.1.51 **"CEMETERY"** means a development for the entombment of the deceased, which may include the following accessory developments: crematories, cineraria, columbaria, and mausoleums. Typical uses include memorial parks, burial grounds, gardens of remembrance, and pet cemeteries;
- 3.1.52 **"CHILDCARE FACILITY"** means an establishment licensed by the regional Child and Family Services Authority intended to provide care, educational services and supervision for seven (7) or more children for a period less than 24 hours at a time. This use includes group day care centres, out-of-school centres, nursery or play schools, and drop-in centres;
- 3.1.53 **"CLUSTERED FARM DWELLINGS"** means one or more duplexes or multiple-family dwellings which are located on a farm unit of at least 127.5 ha (320.0 ac) in size where the dwellings shall be occupied by persons who are employed full time (for at least six (6) months of each year) in agriculture or intensive agriculture and where all the dwellings are constructed or located on the same farmstead;
- 3.1.54 **"COMMERCIAL USE"** means both general commercial uses and highway commercial uses;
- 3.1.55 **"COMMERCIAL USE, HIGHWAY"** means a commercial use intended to serve the motoring public and includes, but is not limited to, service or gas stations, drive-in restaurants, and motels. This use does not include cannabis production and distribution facilities or cannabis retail sales;
- 3.1.56 **"COMMERCIAL USE, RURAL"** means business establishments located in a rural setting to retail or service goods destined for the immediately surrounding rural area. Notwithstanding the generality of the forgoing rural commercial uses may include convenience retail services, minor agricultural sales and services, as well as bulk fuel storage and sales, chemical and fertilizer sales. A rural commercial use does not include the

processing of raw materials, an event venue, a diversified agricultural operation, or the operation of an industry;

- 3.1.57 **"COMMUNICATION TOWER FACILITY"** means a structure that is intended for transmitting or receiving television, radio, internet or telephone communications for public utility;
- 3.1.58 **"COMMUNITY RECREATION SERVICES"** means development for recreational, social or multi-purpose uses primarily intended for local community purposes. Typical facilities include community halls and community centers operated by a residents' organization;
- 3.1.59 **"CONFINED FEEDING OPERATION"** means a confined feeding operation as defined in the Agricultural Operation Practices Act;
- 3.1.60 **"CONVENIENCE RETAIL SERVICES"** means development used for the retail sale of those goods required by area residents or employees on a day to day basis, from business premises which do not exceed 275.0 m² (2,960.0 ft.²) in gross floor area. Typical uses include small food stores, gas bars, drug stores and variety stores selling confectionery, tobacco, groceries, beverages, pharmaceutical and personal care items, hardware or printed matter. This use does not include alcohol retail sales of cannabis retail sales;
- 3.1.61 **"CONTRACTOR SERVICES"** means a development used for the provision of building construction, landscaping, concrete, electrical, excavation, drilling, heating, plumbing, paving, road construction, sewer or similar services of a construction nature which require onsite storage space for materials, construction equipment or vehicles normally associated with general contracting services;
- 3.1.62 **"COUNTRY RESIDENTIAL"** means the use of land for residential purposes in a rural area;
- 3.1.63 **"COUNTRY RESIDENTIAL PARCEL"** means:
- a. the rural subdivision of an undeveloped parcel from a quarter section or river lot for residential purposes, or
 - b. the second or additional rural subdivision of a parcel from a quarter section or river lot for residential purposes;
- 3.1.64 **"DATA PROCESSING FACILITY"** means a building, dedicated space within a building, or a group of buildings used to house computer systems and associated infrastructure and components for the digital transactions required for processing data. This includes, but is not limited to, digital currency processing, non-fungible tokens, and blockchain transactions;
- 3.1.65 **"DAY HOME"** means a provincially licensed childcare facility operated from a dwelling supplying supervision of a maximum of six (6) children under the age of eleven (11) years including any resident children.
- 3.1.66 **"DEMOLITION"** means:
- a. means the dismantling of a building; and/or
 - b. the intentional destruction of a Building; and/or
 - c. the removal of debris of a Building that has been dismantled, intentionally destructed, or destroyed.
- 3.1.67 **"DENSITY"** means a quantitative measure of the average number of persons, families, or dwelling units per unit of area;
- 3.1.68 **"DEVELOPER"** means an owner, agent or any person, firm or company required to obtain or having obtained a development permit;
- 3.1.69 **"DEVELOPMENT"** means:
- a. an excavation or stockpile and the creation of either;
 - b. a building or an addition to, or replacement or repair of a building and the construction or placing in, on, over or under land of any of them;
 - c. a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building;
 - d. a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building;
 - e. the placement of an already constructed or a partially constructed building on a parcel of land; or
 - f. those definitions of development included in the Act;
- 3.1.70 **"DEVELOPMENT AUTHORITY"** means a Development Authority established pursuant to the Act and may include one or more of the following; a Designated Officer, a Municipal Planning Commission, an

Intermunicipal Planning Commission, or any other person or organization that has been authorized by bylaw to exercise development powers on behalf of the County;

- 3.1.71 **"DEVELOPMENT OFFICER"** means a person(s) appointed by the Development Authority to be responsible for receiving, considering, and recommending a decision on applications for development and such other duties as specified under the Land Use Bylaw;
- 3.1.72 **"DEVELOPMENT PERMIT"** means a document authorizing a development issued pursuant to this Bylaw;
- 3.1.73 **"DISCONTINUED"** means the time at which, in the opinion of the Development Authority, substantial construction activity or use, whether conforming or not conforming to this Bylaw, has ceased;
- 3.1.74 **"DISCRETIONARY USE"** means a use of land or buildings provided for in this Bylaw, for which a development permit may or may not be issued by the Municipal Planning Commission with or without conditions upon an application having been made. Discretionary uses are listed in the districts in which they may be considered;
- 3.1.75 **"DRINKING ESTABLISHMENT"** means a development possessing a Class A Minors Prohibited liquor license, where the sale and consumption of liquor on site are open to the public and where liquor is the primary source of business. This use does not include cannabis lounge;
- 3.1.76 **"DWELLING"** means any building used exclusively for human habitation and which is supported on a permanent foundation or base extending below ground level. This definition shall include single detached dwellings, manufactured homes, modular homes, duplexes, row housing and apartments, and shall not include sea cans, ATCO trailers, or other structures commonly utilized as accessory buildings;
- 3.1.77 **"DWELLING, APARTMENT"** means a dwelling containing three (3) or more dwelling units, but shall not mean row housing;
- 3.1.78 **"DWELLING, DUPLEX"** means a dwelling containing two dwelling units and either sharing one common wall in the case of side-by-side units, or having the dwelling area of one located above the dwelling area of the other in the case of vertical units, each with a private entry;
- 3.1.79 **"DWELLING, MANUFACTURED HOME"** means a dwelling which conforms to Canadian Standards Association Z240 Standard or any successor, whether ordinarily equipped with wheels or not, that is designed to be transported, and upon arriving at the site for location is, apart from incidental operations such as placement of foundation supports and connections of utilities, ready for year-round use as accommodation for a single household;
- 3.1.80 **"DWELLING, MODULAR"** means a type of single detached dwelling, that is designed to be transported to the building site in pieces and assembled on-site on top of a site-constructed basement or foundation but does not include a dwelling that would be considered to be a manufactured home. An RTM ("ready to move") is an example of a modular dwelling;
- 3.1.81 **"DWELLING, MULTI-UNIT"** means a dwelling containing more than two dwelling units, such as row housing or apartments;
- 3.1.82 **"DWELLING, SINGLE DETACHED"** means a building consisting of one (1) dwelling unit. A single detached dwelling is a dwelling which is normally constructed on-site. However, a single detached dwelling may be constructed in pieces offsite, or even in one piece, with the piece(s) being transported to the site for assembly on-site, and thus may be a modular dwelling;
- 3.1.83 **"DWELLING UNIT"** means a complete building or self-contained portion of a building, set or suite of rooms for the use of one or more individuals living as a single housekeeping unit, containing sleeping, cooking and separated or shared toilet facilities intended as a permanent or semi-permanent residence not separated from direct access to the outside by another separate or self-contained set or suite of rooms;
- 3.1.84 **"ENVIRONMENTAL RESERVE"** means an environmental reserve as determined in accordance with the Act which is land designated as environmental reserve on a plan of subdivision;
- 3.1.85 **"ENVIRONMENTAL RESERVE EASEMENT"** means an environmental reserve easement as determined in accordance with the Act;
- 3.1.86 **"EVENT"** means a limited term commercial activity or gathering that may include entertainment, food and beverage services, additional parking, and other additional services. Examples may include weddings, ceremonies, retreats, parties, corporate functions, concerts, tradeshow, markets, and farm suppers;

- 3.1.87 **"EVENT VENUE"** means a use primarily intended to hold events and includes the provision of facilities to enable entertainment, public assembly, and/or the preparation of food and beverage services. This use does not include bed and breakfast, recreation facilities, visitor accommodation, or home-based business;
- 3.1.88 **"EXTERIOR WALL"** means the outermost point of a building projection, including, but not limited to, bay windows, oval windows, bow windows, chimneys, canopies and verandas, but not including roof overhangs less than 0.6 m (2.0 ft);
- 3.1.89 **"FARMSTEAD"** means the dwelling and other improvements used in connection with extensive or intensive agriculture or a confined feeding operation, situated on a parcel of land used in connection with such farming operations. Dwellings within a farmstead may include single detached dwellings and/or manufactured home dwellings.
- 3.1.90 **"FARMSTEAD SEPARATION"** means a parcel of land that has been or which may be subdivided by virtue of there being a farmstead within that parcel;
- 3.1.91 **"FENCE"** means a physical barrier constructed to prevent visual intrusions, unauthorized access, or provide sound abatement;
- 3.1.92 **"FLOODPLAIN"** means the area of land bordering a water course or water body that would be inundated by 1 in 100-year flood event as determined by Alberta Environment & Protected Areas in consultation with the County of Barrhead;
- 3.1.93 **"FLOOR AREA"** means the total of the floor areas of every room and passageway contained in a building, but not including the floor areas of basements, attached garages, sheds, open porches, decks, or breezeways;
- 3.1.94 **"FOUNDATION"** means the lower portion of a building, usually concrete or masonry, and includes the footings that transfer the weight of and loads on a building to the ground;
- 3.1.95 **"FRONT LINE"** means the boundary line of a parcel of land lying adjacent to a highway or road. In the case of a corner lot, the shorter of the boundary lines adjacent to the highways or roads shall be considered the front line;
- 3.1.96 **"GARAGE"** means an accessory building or part of the principal building designed and used primarily for the storage of non-commercial motor vehicles;
- 3.1.97 **"GENERAL COMMERCIAL RETAIL SERVICES"** means development used for the retail rental or sale of groceries, beverages, household good, furniture, appliances, hardware, lumber, printed matter, secondhand/used household goods (and related repair and refurbishing activities), personal care items, automotive parts and accessories, stationary, office equipment and similar goods. Manufacturing and wholesale uses or establishments where the primary product for sale or distribution is liquor or cannabis are not included in this use class;
- 3.1.98 **"GOVERNMENT SERVICES"** means development providing municipal, provincial, or federal government services directly to the public or the community at large, and includes development required for the public protection of persons or property. Typical facilities would include police stations, fire stations, courthouses, postal distribution offices, municipal offices, social service offices, manpower and employment offices, and airport terminals;
- 3.1.99 **"GRADE"** means the ground elevation established for the purpose of regulating the number of stories and the height of a building or structure.
- 3.1.100 **"GRADE, BUILDING"** means the average level of finished ground adjoining the main front wall of a building (not including an attached garage), except for areas such as vehicle or pedestrian entrances need not be considered in the determination of average levels of finished ground.
- 3.1.101 **"GREENHOUSE (OR NURSERY)"** means a commercial development for the growing, acclimating, propagating, harvesting, displaying and retail sale of fruits, vegetables, bedding plants, household, and ornamental plants, including trees for landscaping or decorative purposes, and that are not accessory to an agricultural use. It may include accessory uses related to the storing, displaying, and selling of gardening, nursery, and related products. This use does not include cannabis production and distribution facilities, cannabis retail sales establishments, or industrial hemp production and distribution facilities;
- 3.1.102 **"GROUP HOME"** means a development consisting of the use of a dwelling as a facility which is authorized, licensed, or certified by a public authority to provide room and board for foster children or disabled persons,

or for persons with physical, mental, social, or behavioral problems and which may be for the personal rehabilitation of its residents either through self-help or professional care, guidance, or supervision. The residential character of the development shall be primary with the occupants living together as a single housekeeping group and using cooking facilities shared in common. This does not include drug or alcohol addiction treatment centres. Group homes provide a home-like settings where four (4) or more people (up to 10) receive accommodation, personal care, and social and recreational supports;

3.1.103 **"GUEST HOUSE"** means an accessory building that is separate, subordinate, and smaller than the principal dwelling on the parcel. Provides temporary overflow accommodation for the principal dwelling on the lot. Guest houses may provide for sleeping, sanitation and a partial kitchen.

3.1.104 **"GUEST RANCH"** means is a tourist destination that allows visitors to experience a taste of the cowboy way of life by providing opportunities for horseback riding and other outdoor activities;

3.1.105 **"HAMLET"** means the unincorporated communities of the County designated as hamlets;

3.1.106 **"HEAVY INDUSTRIAL USES"** means activities involved in the processing, fabrication, storage, transportation, distribution, or wholesaling of heavy industrial goods which, in the sole opinion of the Development Authority, may emit a significant level of noise, smoke, dust, odour, vibration, etc., and which may not be compatible with the surrounding land use. Heavy industrial uses shall not include heavy petrochemical industrial uses;

3.1.107 **"HEAVY PETROCHEMICAL INDUSTRIAL USES"** means activities involved in the processing and manufacturing of petrochemicals, including oil and gas refining, which, in the sole opinion of the Development Authority, may emit a significant level of noise, smoke, dust, odour, vibration, etc., and which may not be compatible with the surrounding land use;

3.1.108 **"HEAVY VEHICLE"** means any vehicle, with or without a load, that exceeds a maximum gross vehicle weight rating of Class 3 or higher as designated by the Canadian Transportation Equipment Association (4,536 kg or 10,000 lbs.), or a bus with a designated seating capacity of more than 10. Heavy vehicles do not include recreational vehicles;

3.1.109 **"HIGHER CAPABILITY AGRICULTURAL LAND"** means a quarter section consisting of at least 50.0 ac (20.23 ha) of land having a farmland assessment productivity rating equal to or greater than 41%; or, if no rating is available, at least 60% of its land area rated and Canada Land Inventory (C.L.I.) classes 1-3 soil capability for agriculture;

3.1.110 **"HIGHWAY"** means a highway or proposed highway that is designated as a highway pursuant to the Public Highways Development Act;

3.1.111 **"HOME OCCUPATION, MAJOR"** means any business, occupation, trade, profession, or craft that is carried on as a secondary use within a dwelling or accessory building, and which increases traffic circulation in the neighbourhood in which it is located. A major home occupation does not change the character of the dwelling in which it is located or have any exterior evidence of secondary use other than a small sign as provided for in Section 10.17 of this Bylaw. For the purposes of clarification this definition includes such uses as storage of equipment, trucks and related vehicles, trucking operations, construction equipment storage and other similar uses. A major home occupation does not include adult entertainment services, day homes, bed and breakfast operations, cannabis production and distribution, dating or escort services, or animal services;

3.1.112 **"HOME OCCUPATION, MINOR"** means any business, occupation, trade, profession, or craft that is carried on as a secondary use within a dwelling or accessory building, and which does not increase traffic circulation in the neighbourhood in which it is located. A minor home occupation does not change the character of the dwelling in which it is located or have any exterior evidence of secondary use other than a small sign as provided for Section 10.17 of this Bylaw. A minor home occupation does not include adult entertainment services, or dating or escort services;

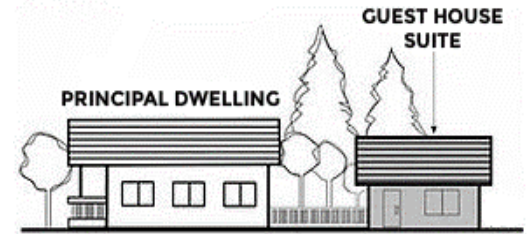


Figure 2: Guest House Suite

- 3.1.113 **"HOTEL"** means an establishment providing sleeping accommodations with all rooms having direct access provided by having to pass through a common hallway and through the main lobby of the building;
- 3.1.114 **"INDUSTRIAL USE"** means manufacturing, warehousing, or transshipment establishments which will not become obnoxious to surrounding properties by way of noise, odours, smoke, dust, or fumes, usually because all operations are carried out indoors and there is no external evidence of the industrial use;
- 3.1.115 **INDUSTRIAL USE, GENERAL** means the following development and such similar uses as the manufacturing, processing, assembling, cleaning, repairing, servicing, testing, storage, warehousing, distribution, or transshipment of materials, finished goods, products, or equipment;
- 3.1.116 **"INDUSTRIAL USE, LIGHT"** means manufacturing, warehousing, or trans-shipment establishments which will not become obnoxious to surrounding properties by way of noise, odour, smoke, dust, or fumes, usually because all operations are carried out indoors and there is no external evidence of the industrial use;
- 3.1.117 **"INDUSTRIAL USE, RURAL"** means an industrial development involving:
- a. the initial processing or storage of forestry or mineral product which because of odour, noise or inflammable material require large tracts of land for environmental protection; or
 - b. warehousing or storage of forestry or mineral material, goods and processing or transportation equipment; or
 - c. natural resources processing industries whose location is tied to the resource; or
 - d. provision of large-scale transportation and vehicle service facilities involved in the transportation of forestry or mineral products;
- 3.1.118 **"INSTITUTIONAL USE"** means use types including but not limited to public offices, educational facilities (schools), cemeteries, funeral homes, libraries and cultural exhibits, places of worship and churches;
- 3.1.119 **"INTERNAL SUBDIVISION ROAD"** means a public roadway providing access to lots within a registered multi-parcel subdivision and which is not designated as a Township or Range Road;
- 3.1.120 **"KENNEL"** see **"SMALL ANIMAL BREEDING & BOARDING SERVICES"**;
- 3.1.121 **"LANDFILL"** means a landfill as defined in the Waste Control Regulation (AR 192/96);
- 3.1.122 **"LANDSCAPING"** means the modification and enhancement of a site using any of the following elements:
- a. vegetation such as lawns, trees, shrubs, hedges, ground cover, ornamental plantings, or similar;
 - b. architectural such as fences, screening, walks, or other structures and materials used in landscape architecture;
- 3.1.123 **"LIVESTOCK"** means livestock as defined in the Agricultural Operation Practices Act;
- 3.1.124 **"LOT"** see **"PARCEL"**;
- 3.1.125 **"MAIN BUILDING"** means a building in which is conducted the main or principal use of the parcel of land on which it is erected;
- 3.1.126 **"MAINTENANCE"** means the upkeep of the physical form of any building which does not require a permit pursuant to the Safety Codes Act, R.S.A. 2000, c. S-01, as amended or replaced. Maintenance will include painting, replacing flooring, replacing roofing materials, but will not include any activity that will increase the habitable floor area of any dwelling unit or the internal volume of any building;
- 3.1.127 **"MANUFACTURED HOME PARK"** means any lot on which three (3) or more occupied manufactured home units are harboured or are allowed to be harboured without regard to whether a fee or charge is paid or made, and shall include any building, structure, tent, vehicle, or enclosure used or intended for use as a part of the equipment of such manufactured home park, which complies with relevant government regulations governing manufactured home parks;
- 3.1.128 **"MANUFACTURED HOME SUBDIVISION"** means a parcel of land subdivided by a registered plan containing lots for manufactured homes on a freehold or leasable tenure;
- 3.1.129 **"MANURE STORAGE FACILITY"** means a manure storage facility as defined in the Agricultural Operation Practices Act, R.S.A. 2000, c. A-07, as amended or replaced;
- 3.1.130 **"MIXED USE DEVELOPMENT"** means a building including more than one land use, which are uses listed within the same Land Use District, on the same site, such as residential and retail stores, residential and office uses, or restaurant and office developments;
- 3.1.131 **"MOTEL"** means an establishment providing sleeping accommodations with a majority of all rooms having direct access to the outside without the necessity of passing through the main lobby of the building;

- 3.1.132 **"MULTI-PARCEL RESIDENTIAL SUBDIVISION"** means a subdivision of land for residential use where the residential parcel density on a quarter section after subdivision will be greater than four (4);
- 3.1.133 **"MUNICIPAL DEVELOPMENT PLAN"** means the County of Barrhead Municipal Development Plan;
- 3.1.134 **"MUNICIPAL PLANNING COMMISSION"** means the County of Barrhead Municipal Planning Commission, established by Bylaw Pursuant to the Act to serve as the Development Authority;
- 3.1.135 **"NATURAL RESOURCE EXTRACTION/PROCESSING"** means development for the on-site removal, extraction and primary processing of raw materials found on or under the site or accessible from the site. Typical resources and raw materials would include oil and gas, peat, sand, silt and gravel, shale, clay, marl, limestone, gypsum, other minerals (precious or semi-precious), and coal. Typical facilities or uses would include gravel pits (and associated crushing operations), asphaltic processing, sand pits, clay or marl pits, peat extraction, stripping of topsoil;
- 3.1.136 **"NON-CONFORMING BUILDING"** means a building:
- a. that is lawfully constructed or lawfully under construction at the date a Land Use Bylaw or any amendment thereof affecting the building or the land on which the building is situated becomes effective, and
 - b. that on the date the Land Use Bylaw becomes effective does not, or when constructed will not, comply with the Land Use Bylaw;
- 3.1.137 **"NON-CONFORMING USE"** means a lawful specific use:
- a. being made of land or a building or intended to be made of a building lawfully under construction at the date a Land Use Bylaw affecting the land or building becomes effective; and
 - b. that on the date the Land Use Bylaw becomes effective does not, or in the case of a building under construction will not, comply with the Land Use Bylaw;
- 3.1.138 **"NUISANCE"** means anything that interferes with the use or enjoyment of property, endangers personal health or safety, or is offensive to the senses;
- 3.1.139 **"OBNOXIOUS"** means, when used with reference to a development, a use which by its nature, or from the manner of carrying on the same, may, in the opinion of the Development Authority, create noise, vibration, smoke, dust or other particulate matter, odour, toxic or non-toxic matter, radiation, fire, or explosive hazard, heat, humidity, glare, or unsightly storage of goods, materials, salvage, junk, waste or other materials, a condition which, in the opinion of the Development Authority, may be or may become a nuisance, or which adversely affects the amenities of the neighbourhood, or which may interfere with the normal enjoyment of any land or building;
- 3.1.140 **"OCCUPANT"** means any person occupying or having control over the condition of any property and the activities conducted on the property, and includes the owner, lessee, tenant, or agent of the owner;
- 3.1.141 **"OFFICE USE"** means a development used to provide professional, management, administrative and consulting services in an office environment, but does not include financial services or medical clinics. Typical office uses include (but are not limited to): accounting, architectural, employment, engineering, insurance, investment, legal, real estate, secretarial and travel agent services;
- 3.1.142 **"OFFENSIVE"** means, when used with reference to a development, a use which by its nature, or from the manner of carrying on the same, creates or is liable to create by reason of noise; vibration; smoke; dust or other particulate matter; odour; toxic or non-toxic matter; radiation; fire or explosion hazard; heat; humidity; glare; or unsightly storage of goods, materials, salvage, junk, waste or other materials, a condition which, in the opinion of the Development Authority, may be or become hazardous or injurious as regards health or safety, or which adversely affects the amenities of the neighbourhood, or interferes with or may interfere with the normal enjoyment of any land, building or structure;
- 3.1.143 **"OFF-GRID"** refers to a stand-alone generating system not connected to or in any way dependent on the utility grid;
- 3.1.144 **"OPEN SPACE"** means land and water areas which are retained in an essentially undeveloped state and often serve one or more of the following uses: conservation of resources; ecological protection; recreation purposes; historic or scenic purposes; enhancement of community values and safety; maintenance of future land use options;

- 3.1.145 **"ORDER"** means an order written by a designated officer of the County, pursuant to Sections 545 and 546 of the Act, as amended or replaced.
- 3.1.146 **"OUTDOOR STORAGE"** means an outdoor area for the storage of equipment, goods, materials, motor vehicles, recreational vehicles, or products associated with a business on that same parcel;
- 3.1.147 **"OUTLINE PLAN"** means a detailed land use plan for an area that provides a framework for subsequent subdivision and development of that land, and which conforms to all approved Statutory Plans. An Outline Plan or (Site Development Plan) is adopted by resolution of Council, Pursuant to Part 17 of the Act, and is otherwise equivalent to a "Conceptual Scheme" as described in the Act;
- 3.1.148 **"OWNER"** means:
- a. in the case of land owned by the Crown in right of Alberta or the Crown in right of Canada, the Minister of the Crown having the administration of the land; or
 - b. in the case of any other land, the person shown as the owner of the parcel on the municipality's assessment roll.
- 3.1.149 **"PARCEL"** means:
- a. a quarter section;
 - b. a river lot or settlement lot shown on an official plan, as defined in the Surveys Act, that is filed or lodged in a Land Titles Office;
 - c. a part of a parcel described in a certificate of title if the boundaries of the part are described in the certificate of title other than by reference to a legal subdivision; or
 - d. a part of a parcel described in a certificate of title if the boundaries of the part are described in a certificate of title by reference to a plan of subdivision;
- 3.1.150 **"PARCEL AREA"** means the area of a parcel as shown on a plan of subdivision or described in a certified copy of a Certificate of Title. Parcel area includes any area dedicated to an easement or a right-of-way;
- 3.1.151 **"PARCEL, CORNER"** means a parcel with boundary lines on two separate roads or highways or a single road or highway that curves at an angle of sixty (60) degrees or more at the subject parcel.
- 3.1.152 **"PARCEL, DEVELOPED"** means:
- a. on an agricultural parcel, the parcel is used for extensive or intensive agricultural purposes or is occupied by its prime use as specified in a development permit;
 - b. on a residential parcel, a habitable dwelling constructed for which a development permit has been issued on the parcel; and/or
 - c. on all other parcels, the parcel has a principal building constructed or the parcel is occupied by its occupied by its prime use as specified in a development permit;
- 3.1.153 **"PARCEL, DOUBLE FRONTING"** means a parcel which abuts two (2) roads (except alleys or lanes as defined in the Traffic Safety Act, R.S.A. 2000, c. T-06, as amended) which are parallel or nearly parallel where abutting the parcel but does not include a corner parcel;
- 3.1.154 **"PARCEL, FRAGMENTED"** means a parcel of land that is separated from the balance of the remainder of the parcel of land by a natural barrier such as a river, a permanent or naturally occurring water body, a railroad, or a road, but not an undeveloped road on a Road Plan, or a barrier to the crossing of cultivation equipment created by substantial topography, such as a ravine, gulley or small (possibly intermittent) watercourse. The determination that such a topographic barrier is a fragmenting feature for the purpose of subdivision shall be at the sole discretion of the Subdivision Authority;
- 3.1.155 **"PARCEL, INTERIOR"** means a parcel, which abuts a road only on the front line;
- 3.1.156 **"PARCEL, LAKEFRONT"** means a parcel adjacent to a lake or would be adjacent to a lake if not for a reserve parcel;
- 3.1.157 **"PARCEL, VACANT"** means a parcel which does not contain a residence, building, or structure;
- 3.1.158 **"PARCEL WIDTH"** means the average distance between the side boundaries of a parcel;
- 3.1.159 **"PARK"** means land providing outdoor public recreation space;
- 3.1.160 **"PARK MODEL"** means a temporary or recreational unit. There are 2 types of park models which are recognized by the Industry. They are:

- a. Park Model Trailer 102 is a unit designed to be towed by a heavy-duty tow vehicle but is of restricted size and weight so that it does not require a special highway movement permit. Maximum width when being towed is 2.6 m (8.5 ft). Once on site in the set-up mode it must be connected to the local utilities. It usually has one or more slide-outs, but when in set-up mode the gross trailer area does not exceed 37.2 m² (400.0 ft²). Conforms to the CSA Z-240 Standards.
 - b. Park Model Recreational Unit is requires a special tow vehicle and a special permit to move on the road as the width of the unit is greater than 2.6 m (8.5 ft). These units are designed with living quarters and must be connected to those utilities necessary for the operation of installed fixtures and appliances. It has a gross floor area, including lofts, not exceeding 50.0 m² (540.0 ft²) in the set-up mode and has a width greater than 2.6 m (8.5 ft) in the transit mode. Conforms to the CSA Z-241 Standards.
- 3.1.161 **"PARKING AREA"** means a development for the storage and/or parking of vehicles and includes parking stalls, aisles, entrances and exits and may include loading spaces, traffic islands and landscaping;
- 3.1.162 **"PARKING SPACE"** means an area set aside for the parking of one (1) vehicle;
- 3.1.163 **"PATIO"** means the paved, wooden, or hard-surfaced area adjoining a house, no more than 0.6 m (2.0 ft) above grade, used for outdoor living;
- 3.1.164 **"PERMITTED USE"** means the use of land or a building provided for in the Land Use Bylaw for which a development permit must be issued, with or without conditions, by the Development Officer or Municipal Planning Commission upon application having been made to the Development Officer provided the use of land or buildings complies with all applicable provisions of this Bylaw;
- 3.1.165 **"PLACE OF WORSHIP"** means the development owned by a religious organization used for worship and related religious, philanthropic, or social activities including rectories, manses, and accessory buildings. Typical uses include the following and similar uses as churches, chapels, mosques, temples, synagogues, parish halls, convents, cemeteries. and monasteries;
- 3.1.166 **"PRINCIPAL BUILDING OR USE"** means a building or use, which, in the opinion of the Development Officer:
- a. occupies the major or central portion of a parcel,
 - b. is the chief or main building or use among one or more buildings on the parcel, or
 - c. constitutes by reason of its use the primary purpose for which the parcel is used.
- There shall be no more than one principal building or use on each parcel unless otherwise specifically permitted in this Bylaw;
- 3.1.167 **"PUBLIC OR QUASI-PUBLIC USE"** means a use which is for the purposes of public administration and services, and shall also include uses for the purposes of public assembly, instruction, culture, enlightenment, community activities, provision of utilities and also includes cemeteries and public utilities, as defined in the Act;
- 3.1.168 **"PUBLIC UTILITY"** means the right-of-way for one or more of the following: sanitary and stormwater sewerage, telecommunications systems (excluding telecommunications towers), water works systems, irrigation systems, systems for the distribution of gas, whether natural or artificial, systems for the distribution of artificial light or electric power and heating systems;
- 3.1.169 **"PUBLIC UTILITY BUILDING"** means a building to house a public utility, its offices or equipment;
- 3.1.170 **"REAR LINE"** means the boundary line of a parcel of land lying opposite to the front line of the parcel and/or farthest from a highway or road. For a Lakefront parcel or a parcel abutting a river, the rear line shall be the boundary of the parcel opposite the shoreline. If there is more than one (1) front line, the lot line opposite the shorter front line shall be the rear line for the purposes of this definition;
- 3.1.171 **"RECREATIONAL RESORT"** means a recreational commercial development that includes residential recreational dwellings or structures which are intended for commercial use rather than for the private or exclusive use of the developer or owner. This type of development includes cabin style short rental accommodations. Serviced campgrounds are not considered recreational resorts;
- 3.1.172 **"RECREATIONAL USE"** means a recreational development conducted on a unified basis on a single site where the prime reason for location is to take advantage of natural physical features including the availability of large areas of land to provide day-to-day sporting and athletic facilities and the structures incidental thereto. Typical facilities may include agricultural tourism, eco-tourism, golf courses, driving ranges, ski hills,

ski jumps, sports fields, outdoor tennis courts, unenclosed ice surfaces or rinks, athletic fields, boating facilities, Scout/Guide camps, religious outdoor retreat camps, parks, community halls, drop-in centres, and similar uses, and may include a refreshment stand incidental to the primary use;

- 3.1.173 **"RECREATIONAL VEHICLE"** means a vehicular type unit primarily designed as temporary living quarters for recreational camping or travel use, which either has its own motive power or is mounted or drawn by another vehicle. The base entities are travel trailers, camping trailers, truck campers, and motor homes. Park models are not considered Recreational Vehicles for the purposes of this Bylaw;
- 3.1.174 **"RECREATIONAL VEHICLE STORAGE FACILITY"** means a development used for the indoor or outdoor commercial storage of tent trailers, travel trailers, motor homes, boats, and other similar recreational vehicles;
- 3.1.175 **"REGISTERED OWNER"** means:
- a. in the case of land owned by the Crown in Right of Alberta or the Crown in Right of Canada, the Minister of the Crown having the administration of the land, or
 - b. in the case of any other land:
 - i. the purchaser of the fee simple estate in the land under an agreement for sale that is the subject of a caveat registered against the certificate of title in the land and any assignee of the purchaser's interest that is the subject of a caveat registered against the certificate of title, or
 - ii. in the absence of a person described in paragraph (b)(i) above, the person registered under the Land Titles Act as the owner of the fee simple estate in the land;
- 3.1.176 **"RENOVATION"** means an addition to, deletion from, or change to any building which does not require a permit other than a plumbing, gas, or an electrical permit pursuant to the Safety Codes Act, R.S.A. 2000, c. S-01, as amended or replaced;
- 3.1.177 **"RESIDENTIAL USE"** means the occupation and use of land and buildings by and as dwellings, whether on a seasonal or year-round basis;
- 3.1.178 **"RESTAURANT"** means a development where foods and beverages, including alcoholic beverages are prepared and served for consumption on site by the public and may include a take-out component as an accessory development;
- 3.1.179 **"RETAIL STORE"** means a development used for the retail sale of a wide range of consumer goods. Typical uses include (but are not limited to) grocery stores, plumbing and hardware stores, clothing stores, shoe stores, sporting goods stores, furniture stores, cannabis accessory retail sales, appliance stores, jewelry stores, secondhand stores, or pharmacies. This use does not include liquor stores or cannabis retail sales establishments;
- 3.1.180 **"RURAL INDUSTRIES"** means those industrial uses which are better suited to a rural rather than an urban environment because they:
- a. require relatively large areas of land, do not require urban services, and may provide services to the rural area; or
 - b. are potentially hazardous or emit high levels of noise, dust, odour, vibration, etc. However, this shall not include business establishments engaged in servicing, repairing, or retailing goods to the general public;
- 3.1.181 **"SCHOOL"** means any building or part thereof which is designed, constructed, or used for public education or instruction in any branch of knowledge. For the purposes of this Bylaw, a school does not include home schools or a building in which home education programs are conducted.
- 3.1.182 **"SEA CAN"** means a pre-built metal container and structure originally designed and/or constructed for the purpose of cargo storage;
- 3.1.183 **"SECONDARY COMMERCIAL"** means a general commercial use, which is subordinate in nature to the main use of parcel. A secondary commercial use is not limited to uses, which are similar to the main use of the parcel and may include; business establishments engaged in servicing, repairing, or retailing goods to the general public. Alcohol sales and distribution as well as eating establishments are not considered secondary commercial uses;
- 3.1.184 **"SERVICE STATION"** means an establishment used for the sale of gasoline, propane or other automotive fuels and may include as an accessory use the sale of lubricating oils or other automotive fluids or

accessories for motor vehicles, servicing and minor repair of motor vehicles, and a towing service dispatch point. This use does not include the following or similar uses, specialty motor repair shops, and motor vehicle repair establishments which do not include retail sale of automotive fuels;

3.1.185 **“SETBACK”** means the minimum horizontal distance that the nearest exterior wall of a development, or a specified portion of it, must be set back from a parcel boundary/property line;

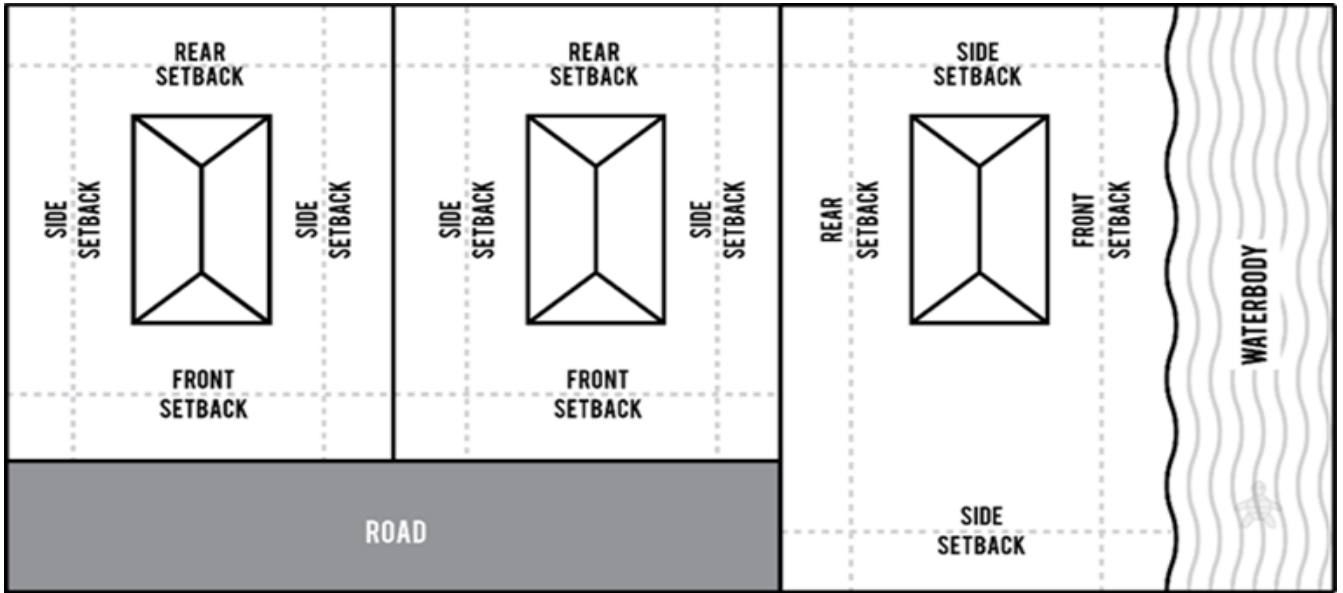


Figure 3: Setback Examples

3.1.186 **“SHORELINE”** means the land covered by water for such a period of time that it no longer features the natural vegetation or marks a distinct boundary from the water environment and the soil of the water body and the vegetation of the surrounding land;

3.1.187 **“SIGN”** means anything that serves to indicate the presence or the existence of something, including, but not limited to a lettered board, a structure, or a trademark, displayed, erected, or otherwise developed and used or serving to identify, advertise, or give direction;

3.1.188 **“SIMILAR USE”** means a use which, in the opinion of the Development Authority, closely resembles another specified use with respect to the type of activity, structure and its compatibility with the surrounding environment;

3.1.189 **“SITE”** means a parcel or parcel on which a development exists or for which an application for a development permit is made;

3.1.190 **“SMALL ANIMAL BREEDING AND BOARDING SERVICES”** means development used for the breeding, boarding, caring, or training of small animals normally considered household pets. Typical facilities include kennels, pet boarding and pet training establishments;

3.1.191 **“SOLAR ENERGY COLLECTION SYSTEM”** refers to a device, or combination of devices, structure, or part of a device or structure that transforms direct solar energy into thermal, mechanical, chemical, or electrical energy and that contributes significantly to a structure’s energy supply;

3.1.192 **“STOP ORDER”** means a written notice pursuant to the Act issued by the Development Authority, which may order the stoppage of all works or activities on the lands and/or require compliance with actions required by the notice to ensure the use of structures on the lands in question are in accordance with the requirements of the Act, the Land Use Bylaw, development permit, or a subdivision approval;

3.1.193 **“STRUCTURAL ALTERATIONS”** means the addition to, deletion from, or change to any building which requires a permit other than a plumbing, gas, or an electrical permit pursuant to the Safety Codes Act, R.S.A. 2000, c. S-01, as amended or replaced;

3.1.194 **“STRUCTURE”** means anything constructed or erected on the ground, or attached to something on the ground, and includes all buildings;

- 3.1.195 **“SUBDIVISION & DEVELOPMENT APPEAL BOARD”** means the Subdivision and Development Appeal Board (SDAB) established by the Council by the Subdivision and Development Appeal Board Bylaw, as amended or replaced, adopted pursuant to the Act;
- 3.1.196 **“SUBDIVISION AUTHORITY”** means the County of Barrhead Subdivision Authority established pursuant to the Act. Council has been authorized by Bylaw to exercise Subdivision Authority powers on behalf of the County;
- 3.1.197 **“SUBSTANDARD PARCEL”** means any parcel, which is smaller, in area or in any dimension, than the minimum area or dimension stipulated in the regulations of the Land Use District in which the parcel is located;
- 3.1.198 **“SUITE, SECONDARY”** means a self-contained dwelling unit located within a single detached dwelling, and may include cooking, sleeping, and sanitary facilities;
- 3.1.199 **“SURVEILLANCE SUITES”** means a portable dwelling unit forming part of a development and used solely to accommodate a person(s) related as a family, or an employee whose official function is to provide surveillance for the maintenance and safety of the development;
- 3.1.200 **“TEMPORARY”** means, when used in relation to a land use or development, either a use or development which, if it is approved by the Development Authority, may be approved for a specific period of time; and, when used in relation to a period of time, means the period of time for which development will have been approved by the development authority;
- 3.1.201 **“TOURIST ACCOMODATION”** means a dwelling or dwelling unit operated as a temporary place to stay, with compensation, and includes all vacation rentals of a dwelling unit. The characteristics distinguish a tourist home from a dwelling unit used as a residence may include any of the following:
- a. The intent of the occupant to stay for short-term (30 days or less) vacation purposes rather than use the property as a residence;
 - b. The commercial nature of a tourist home;
 - c. The management or advertising of the dwelling unit as a tourist home or “vacation rental,” on any website or social media site such as Airbnb, VRBO, or Facebook; and/or
 - d. The use of a system of reservations, deposits, confirmations, credit cards, or other forms of electronic payments, etc.
- A recreational vehicle shall not be used as a tourist home;
- 3.1.202 **“TRANSFER STATION”** means a permanent collection and transportation facility used to deposit solid waste collected off-site into larger transfer vehicles for transport to a solid waste handling facility. Transfer stations may also include recycling facilities;
- 3.1.203 **“TURBINE”** refers to the parts of a WECS system including the rotor, generator, and tail;
- 3.1.204 **“UNSUBDIVIDED QUARTER SECTION”** means a quarter section that has had no lands removed from it other than for road or railroad purposes;
- 3.1.205 **“VEHICLE & EQUIPMENT REPAIR SHOP, HEAVY”** means a development where new or used vehicles, trucks, recreational vehicles and other vehicles and equipment with a gross vehicle weight rating equal to or greater than 6,000.0 kg (13,227 lbs.) undergo service and maintenance, including body repair, sandblasting, and/or painting. This land use includes transmission shops, muffler shops, tire shops, automotive glass shops and upholstery shops;
- 3.1.206 **“VEHICLE & EQUIPMENT REPAIR SHOP, LIGHT”** means a development where new or used vehicles, trucks, recreational vehicles and other vehicles and equipment with a gross vehicle weight rating less than 6,000.0 kg (13,227 lbs.) undergo service and maintenance, including body repair, sandblasting, and/or painting. This land use includes transmission shops, muffler shops, tire shops, automotive glass shops and upholstery shops;
- 3.1.207 **“VEHICLE & EQUIPMENT SALES ESTABLISHMENT, HEAVY”** means a development where new or used heavy vehicles, machinery or mechanical equipment typically used in building, roadway, pipeline, oilfield, mining, construction, manufacturing, assembling, and processing operations and/or agricultural operations are sold or rented, together with incidental maintenance services and sale of parts;
- 3.1.208 **“VEHICLE & EQUIPMENT SALES ESTABLISHMENT, LIGHT”** means a development where new or used vehicles, motor homes, and recreational vehicles are sold or displayed for the purpose of sale, lease, or

rental, together with incidental maintenance services and sale of parts. This use may include (but are not limited to): car, truck and recreational vehicle sales/rental establishments, recreational vehicle dealerships, and vehicle rental agencies, and may include refueling and/or washing facilities as an integral part of the operation;

- 3.1.209 **"WAREHOUSE"** means a structure used for the storage and distribution of raw materials, processed or manufactured goods, and establishments providing servicing for those purposes;
- 3.1.210 **"WILDLAND URBAN INTERFACE"** is the area of transition between unoccupied/undeveloped land and urban/residential communities.
- 3.1.211 **"WIND ENERGY CONVERSION SYSTEM, LARGE"** means one or more buildings designed to convert wind energy into mechanical or electrical energy and which has a rated capacity equal to or greater than 300 kW;
- 3.1.212 **"WIND ENERGY CONVERSION SYSTEM, SMALL"** refers to a wind energy conversion system (WECS) consisting of a wind turbine, a tower, and associated control or conversion electronics, which has a rated capacity of not more than 300 kW, and which is intended to provide electrical power for use on-site (either behind the meter or off-grid) and is not intended or used to produce power for resale;
- 3.1.213 **"WIND TURBINE TOWER"** refers to the guyed or freestanding structure that supports a wind turbine generator;
- 3.1.214 **"WIND TURBINE TOWER HEIGHT"** means the height above grade of the fixed portion of the wind turbine tower, excluding the wind turbine and rotor;
- 3.1.215 **"WIRELESS COMMUNICATION FACILITY"** means a facility that provides communication service using radio frequency (RF) technology to transmit and receive voice, picture, text, and data, in either digital or analogue form, on a system of elevating support structures. These structures include monopoles, lattice towers (self-supported or guyed) or other configurations as well as, although not limited to, shelters, transmitters, receivers, antennas, antenna mounts, transmission lines, waveguides, transmission line supporting equipment and material, aeronautical obstruction lights, antenna de-icing equipment, antenna power dividers and matching equipment, combiners, utility power equipment, conditioners, and backup systems;
- 3.1.216 **"WORK CAMP"** means a temporary residential complex used to house camp workers for a contracting firm or project on a temporary basis of more than thirty (30) days and less than one (1) year. The camp is usually made up of a number of manufactured units, clustered in such fashion as to provide sleeping, eating, recreation and other basic living facilities;
- 3.1.217 **"WRECKING & SCRAP YARD"** means a land use or development that is for the disassembling, crushing, or storing of used motor vehicles and other metal parts and objects. This may include the sale of parts or scrap metal;
- 3.1.218 **"YARD, FRONT"** means that portion of the parcel extending across the full width of the parcel from the front property boundary line of the parcel to the front wall. In the case of lake front lots, the front yard shall also include the area between the lake shore property line (or, if the front property line is not a fixed point, the standard mean high-water mark as defined by Alberta Environment and Protected Areas) and the wall of a building facing the lake;
- 3.1.219 **"YARD, REAR"** means that portion of a parcel extending across the full width of the parcel from the rear wall of a building situated on the parcel, to the rear property boundary line of the parcel;
- 3.1.220 **"YARD, SIDE"** means that portion of a parcel extending from the front wall of a main building situated on a parcel, to the rear of a building, and lying between the side property boundary line of the parcel and the side wall of the main building; and

4. AMENDMENTS

4.1 APPLICATIONS

- 4.1.1 Subject to the *Act*, any section in this Land Use Bylaw may be amended.
- 4.1.2 Notwithstanding this section, the Land Use Bylaw may be updated without giving notice or holding a public hearing if the amendment corrects clerical, technical, grammatical, or typographical errors and does not materially affect the regulations of the Land Use Bylaw in principle or substance.
- 4.1.3 Council may at any time initiate an amendment to this Land Use Bylaw by directing County Administration to initiate an application, therefore.
- 4.1.4 All applications for amendment to this Land Use Bylaw shall be accompanied by the following:
- a. A statement of the specific amendment requested;
 - b. Purpose and reasons for the application;
 - c. If the application is for a change of a Land Use District:
 - i. the legal description of the lands;
 - ii. a plan showing the location and dimensions of the lands; and
 - iii. a copy of the Certificate of Title for the land affected or other documents satisfactory to the Development Authority indicating the applicant's interest in the said land that is dated within thirty (30) days of application;
 - d. Applicant's interest in the lands; and
 - e. An application fee as identified in the County's Rates & Fees Bylaw.
- 4.1.5 If an amendment is for the redistricting of land, County Administration may require:
- a. A conceptual scheme (or Area Structure Plan) for the area to be redistricted, to the level of detail specified by County Administration that provides Council with information to determine:
 - i. if the site is suitable for the intended use;
 - ii. if the site can be reasonably and cost effectively serviced; and
 - iii. that the proposed amendment will not unduly impact the rights of adjacent landowners to use and enjoy their property; and
 - b. Payment of a fee equal to the costs incurred by the County to review the proposed redistricting and/or related conceptual scheme, or if necessary to prepare a conceptual scheme; and
 - c. Technical studies requested by the County Administration to assess site suitability and servicing requirements.
- 4.1.6 Upon receipt of an application to amend this Land Use Bylaw, County Administration may refer the application to the County's planning and engineering service providers, who shall analyze the potential impacts on local land use, development, infrastructure, and servicing that would result from the proposed amendment. This analysis must consider the full development potential for the proposed amendment and shall, among other things, consider the following impact criteria:
- a. Relationship to and compliance with approved statutory plans and Council policies;
 - b. Relationship to and compliance with statutory plans, outline plans, or plans in preparation;
 - c. Compatibility with surrounding development in terms of land use function and scale of development;
 - d. Traffic impacts;
 - e. Relationship to, or impacts on, water and sewage systems, and other public utilities and facilities such as recreation facilities and schools;
 - f. Relationship to municipal land, right-of-way, or easement requirements;
 - g. Effect on stability, retention and rehabilitation of desirable existing land uses, buildings, or both in the area;
 - h. Necessity and appropriateness of the proposed amendment in view of the stated intentions of the applicant; and
 - i. Relationship to the documented concerns and opinions of area residents regarding development implications.
- 4.1.7 Upon receipt of an application to amend the Land Use Bylaw, County Administration shall:

- a. Prepare a report with recommendations on the proposed amendment for Council and an amending Bylaw for consideration of 1st reading by Council;
 - b. Send written notice to landowners who are adjacent to the parcel of land affected by the proposed amendment or to a larger area as directed by Council;
 - c. Provide notice of the Public Hearing to the applicant, the owner of the subject land if different than the applicant, to all directly adjacent property owners, and any other individuals or organizations identified by Council;
 - d. Prepare a report and recommendation, including maps and other material, on the application, prior to a Public Hearing on the application for amendment; and
 - e. Inform the applicant of the recommendation to Council.
- 4.1.8 At the same time as forwarding the application for amendment to Council, County Administration may, at its sole discretion, refer the application for further information to any person or agency it wishes.
- 4.1.9 Council, in considering an application for an amendment to this Land Use Bylaw, may at its sole discretion:
- a. Refuse the application;
 - b. Refer the application for further information; or
 - c. Pass 1st reading to a Bylaw to amend this Land Use Bylaw, with or without modifications; or
 - d. Pass 1st reading of an alternate amendment to this Land Use Bylaw.
- 4.1.10 Following 1st reading to an amending Bylaw, Council shall establish the date, time, and place for a public hearing on the proposed Bylaw.
- 4.1.11 Following establishment of the date, time, and place for the public hearing, County administration shall issue a notice of the public hearing in accordance with the requirements of the Act for public hearing notification.
- 4.1.12 Notice of the public hearing must be advertised at least five (5) days before the public hearing occurs.
- 4.1.13 Notice of the public hearing shall provide the following information:
- a. Purpose of the proposed Bylaw;
 - b. Date, time, and place of the Public Hearing; and
 - c. Address where a copy of the proposed Bylaw and any document relating to it, or the Public Hearing may be inspected.
- 4.1.14 In the case of an amendment to change the Land Use District designation of a parcel of land, County Administration must:
- a. Include in the notice:
 - i. The municipal address, if any, and the legal address of the parcel of land; and
 - ii. A map showing the location of the parcel of land;
 - b. Give written notice containing the information described in Section 4.1.14.a to the owner of that parcel of land at the name and address shown on the certificate of title (or tax roll);
 - c. Give written notice containing the information described in Section 4.1.14.a to each owner of adjacent land at the name and address shown for each owner on the tax roll of the municipality; and
 - d. If the land is within 800 m of an adjacent municipality, give written notice to the adjacent municipality and to each owner of adjacent land at the name and address shown for each owner on the tax roll of that municipality.

4.2 PUBLIC HEARING

- 4.2.1 In the Public Hearing, Council:
- a. Must hear any person, group of persons, or person representing them, who claim(s) to be affected by the proposed Bylaw and who has complied with the procedures outlined by Council; and
 - b. May hear any other person who wishes to make representations that Council agrees to hear.
- 4.2.2 After considering any representations made at the Public Hearing, and any other matter it considers appropriate, Council may:
- a. Proceed to pass the proposed amendments to the Bylaw;
 - b. Defer the amendment application for further information or comment;

- c. Make any further amendments it considers necessary and proceed to pass the amended Bylaw without further advertisement or hearing; or
- d. Defeat the proposed amendments to the Bylaw.

4.2.3 After 3rd reading of the Bylaw, the Development Authority shall send a copy of the Bylaw to the:

- a. Applicant;
- b. Registered owner of the land (if different from the applicant);
- c. County's planning services provider; and
- d. Adjacent municipality, if applicable.

5. DEVELOPMENT PERMITS

5.1 CONTROL OF DEVELOPMENT

- 5.1.1 Development permits are required to ensure that all development is achieved in an orderly manner.
- 5.1.2 No development other than that designated in Section 5.3 of this Bylaw shall be undertaken within the County unless an application for it has been approved and a development permit has been issued.
- 5.1.3 In addition to meeting the requirements of this Bylaw, it is the responsibility of the applicant to ensure and obtain any other required federal, provincial, and municipal approvals, permits, and/or licenses.
- 5.1.4 Further, in addition to meeting the requirements of this Bylaw, it is the responsibility of the applicant to ensure that their development is consistent with the conditions of any registered easements or covenants which affect the subject site.
- 5.1.5 For the purposes of this section, signs, posters, and billboards are deemed to be developments.
- 5.1.6 Notwithstanding Section 5.3, where a variance to any regulation in this Bylaw is required, a development permit shall be required.

5.2 PERMIT FEE

- 5.2.1 All fees and charges under and pursuant to this Bylaw, and any amendments thereto, shall be as identified in the County's Rates & Fees Bylaw as set by Council.

5.3 DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

- 5.3.1 The following developments shall not require a development permit provided that the development otherwise complies with all other regulations of this Bylaw:
 - a. Carrying out works of maintenance or repair to any building internally or externally provided that such works do not include structural alterations or major works of renovation, where such work does not result in changes to the use or intensity of the structure as determined by the Development Officer or Municipal Planning Commission;
 - b. Completion of a development which was lawfully under construction at the date this Bylaw comes into full force and effect, provided that:
 - i. the building is completed in accordance with the terms and conditions of any development permit granted in respect of it; and
 - ii. development is completed within a period of twelve (12) months from the date of the official notice of development permit approval;
 - c. Use of any such building as is referred to in Section 5.3.1.a where a permit is not required for the purpose for which construction was commenced;
 - d. A temporary building, the sole purpose of which is incidental to the erection or alteration of a building or development, for which a permit has been issued under this Bylaw, provided that the temporary building shall be removed within one (1) year of the commencement of construction or upon completion of the building or development where it is completed in a period of less than one (1) year;
 - e. Construction, maintenance and repair of public works, services and utilities carried out by or on behalf of federal, provincial, and municipal public authorities on land which is publicly owned or controlled;
 - f. The following extensive agricultural uses shall not require a development permit so long as they are located a minimum of 30.0 m (98.4 ft.) from a property line, and 30.0 m (98.4 ft.) from the edge of a minor two-lane highway right-of- way, or 40.0 m (131.2 ft.) from the edge of a major two-lane highway right-of- way:
 - i. carrying out of agricultural operations on a parcel of 8.1 ha (20.0 ac) or greater in area;
 - ii. construction, renovation, or relocation of buildings with a floor area of less than 46.5 m² (500.0 ft²) for farm use, as defined in the Bylaw, in conjunction with extensive agricultural operations on a parcel of 8.1 ha (20.0 ac) or greater in area;
 - iii. a water reservoir or dugout a minimum of 30.0 m (98.4 ft.) from a property line; and
 - iv. placement of up to four (4) sea cans for farm use on a parcel of 8.1 ha (20.0 ac) or greater in area;

- g. Intensive agricultural operations on a parcel of land over 8.1 ha (20.0 ac) in size;
- h. Installation of television satellite dishes;
- i. An existing or proposed home occupation, as defined in this Bylaw, but not including an existing or proposed bed and breakfast operation, also as defined in this Bylaw, if the existing or proposed home occupation, in the opinion of the Development Officer, complies with all provisions and requirements of Section 10.17 of this Land Use Bylaw;
- j. Operation of a day home that provides service to four (4) or fewer children;
- k. Landscaping, (not including dugouts or artificial water bodies); including the establishment of a retaining wall of 1.0 m (3.2 ft) in height or less, where the existing natural surface drainage pattern on or off-site, is not materially altered, except where landscaping forms part of a development which requires a development permit;
- l. Seasonal or holiday decorations;
- m. Up to and including three (3) recreational vehicles (R.V.'s) per parcel, provided that the development complies with all other provisions and requirements of this Land Use Bylaw;
- n. Construction and maintenance of utility services, municipal infrastructure and private utilities associated with a principal residential use of land, not including a waste transfer station, regional landfill, communications towers, or municipal sewage lagoon;
- o. Erection, construction, maintenance or alteration of a gate, fence, wall, or other structural means of enclosure that is:
 - i. on parcels less than 0.4 ha (1.0 ac), is no higher than 1.8 m (6.0 ft) on the side and rear yards, and no higher than 1.0 m (3.3 ft) on the front yard;
 - ii. on parcels greater than 0.4 ha (1.0 ac) and less than 4.0 ha (10.0 ac), and is no higher than 1.8 m (6.0 ft); or
 - iii. on parcels greater than 4.0 ha (10.0 ac), or larger;
- p. Keeping of animals permitted in accordance with Section 9.20 Animal/Bird Regulations;
- q. Extraction and processing, exclusively by the County or its authorized agents, of sand, gravel, or other earth materials and including asphaltic or concrete mixtures for any County purpose within the County;
- r. Construction and maintenance of internal road networks, constructed in accordance with current public works standards to the satisfaction of the Development Authority, or Council, shall not require a development permit;
- s. Market gardens, greenhouses, and nurseries on a parcel greater than 8.1 ha (20.0 ac) in area;
- t. Apiaries that conform to the siting requirements of Section 10.3 – Apiaries;
- u. Signs not greater than 6.0 m² (64.0 ft²) in copy area;
- v. A building or accessory building with a gross floor area of under 18.0 m² (193.8 ft²) which is not on a permanent foundation that meets the minimum required yard and setback requirements indicated in this Bylaw, but not including:
 - i. a wind energy conversion system unless the system is specifically related to only one (1) dugout; and
 - ii. small sea cans;
- w. An unenclosed patio or deck that:
 - i. meets the minimum distance requirements outlined in Section 9.6 of this Bylaw; and
 - ii. has a gross floor area under 18.0 m² (193.8 ft²);
- x. Development within a basement which does not change or add to the uses within a dwelling;
- y. Roof mounted solar energy collection systems; and
- z. Ground level solar energy collection systems with an area equal to or less than 46.5 m² (500.0 ft²).

5.4 NON-CONFORMING BUILDINGS AND USES

- 5.4.1 Buildings and uses which do not conform to this Bylaw are subject to the provisions of the *Act* respecting non-conforming uses and buildings, which define the conditions under which they may be continued or altered.
- 5.4.2 A non-conforming use of land or a building may be continued, but if that use is discontinued for a period of six (6) consecutive months or more, any future use of the land or building must conform with this Bylaw.
- 5.4.3 A non-conforming use of part of a building may be extended throughout the building but the building, whether or not it is a non-conforming building, may not be enlarged or added to and no structural alterations may be made thereto or therein.
- 5.4.4 A non-conforming use of part of a lot may not be extended or transferred in whole or in part to any other part of the lot and no additional buildings may be constructed upon the lot while the non-conforming use continues.
- 5.4.5 A non-conforming building may continue to be used but the building may not be enlarged, added to, rebuilt, or structurally altered except:
- As may be necessary to make it a conforming building;
 - As the Development Authority considers necessary for the routine maintenance of the building; or
 - In accordance with the powers of the Development Authority pursuant to the *Act* and this Bylaw to approve a development permit notwithstanding any non-compliance with the regulations of this Bylaw.
- 5.4.6 If a non-conforming building is damaged or destroyed to the extent of more than 75% of the value of the building above its foundation, the building may not be repaired or rebuilt except in accordance with this Bylaw.
- 5.4.7 Land use or the use of a building is not affected by a change of ownership, tenancy, or occupancy of the land or building.
- 5.4.8 If the Development Authority has reasonable basis to believe a building or development on a lot encroaches onto an adjacent lot the Development Authority may require:
- An owner to provide a Real Property Report at their expense;
 - Removal of the building or development that encroaches onto the adjacent lot, and (if necessary) can arrange for the removal of the building or development at the owner's expense;
 - An owner to erect permanent, visible markers at the corners of any lot, to a standard approved by the Development Authority.

5.5 DEVELOPMENT PERMIT APPLICATIONS

- 5.5.1 An application for a development permit shall be made to the Development Authority in writing on the application provided by the County, and shall:
- Be signed by the registered owner or their agent where a person other than the owner is authorized by the owner to make application. The correctness of the information supplied shall, when required by the Development Authority, be verified by a Statutory Declaration;
 - State the proposed use or occupancy of all parts of the land and buildings, and such other information as may be required by the Development Authority;
 - Be accompanied by an area structure plan or non-statutory plan such as a development concept plan or area outline plan if one is required pursuant to the provisions of this Bylaw or a statutory plan of the County of Barrhead; and
 - Include parcel plans in a scale satisfactory to the Development Authority, showing any or all of the following:
 - north point;
 - legal description of parcel;
 - location of principal building and other structures including accessory buildings, garages, carports, fences, driveways, paved areas, and major landscaped areas including buffering and screening areas where provided;

- iv. outlines of the roof overhangs on all buildings;
- v. front, side, and rear yards;
- vi. provision of off-street loading and vehicle parking;
- vii. access and egress points to and from the parcel;
- viii. exterior elevations showing height, horizontal dimensions and finishing materials of all buildings, existing and proposed;
- ix. location of existing and proposed municipal and/or private sanitary sewer and water services;
- x. a parcel grading plan indicating but not limited to indicating the elevations of the parcel at all corners and the grade at all corners of the proposed development as well as the grades of the adjacent streets, lanes and sewers servicing the parcel;
- xi. storm drainage plan;
- xii. location of existing and proposed municipal and private local improvements as well as an estimation of the installation thereof;
- xiii. lowest finished floor elevation in either the basement or main floor in the principal and accessory buildings where applicable;
- xiv. estimated cost of the project, excluding land prices;
- xv. location of wetlands, if any;
- xvi. be accompanied by a copy of a title search for the subject site; and
- xvii. any other pertinent information or tests required by the Development Officer respecting the parcel or adjacent lands.

5.5.2 Each application for a development permit shall be accompanied by a fee, as set by Council.

5.5.3 Development Authority may also require that the applicant provide additional information to determine if the site is suitable for the intended use and to determine if the proposed development conforms to this Bylaw before consideration of the development permit application shall commence. Such information may include:

- a. Lot grading and landscaping plans prepared by a registered Alberta Land Surveyor or engineer indicating the pre and post construction lot elevations and proposed lot grading plan;
- b. A description of exterior finishing materials; and
- c. In the case of a proposed new dwelling in the Residential, Urban Reserve, Country Residential, Country Residential Restricted and Residential Recreation Land Use Districts, the applicant shall provide a real property report or building site certificate, prepared by a registered Alberta Land Surveyor identifying the location of:
 - i. the proposed building;
 - ii. existing buildings on the site;
 - iii. the portable water source (well, cistern etc.); and
 - iv. location of the private sewage disposal system(s).
- d. In the case of the placement of an already constructed or partially constructed building on a lot:
 - i. information relating to the age and condition of the building and its compatibility with the District in which it is to be located, including, should the Development Authority require, any pictures of the building;
- e. In a residential Land Use District, the proposed location for a future driveway and garage or carport, if the application itself does not include such buildings as part of the proposal;
- f. Future development plans for a site which is to be partially developed through the applicable development permit; and
- g. In the case of a proposed home occupation, information concerning the number of employees, the location of any goods to be kept or stored, and an estimate of the number of client visits to be expected to the site each week; and
- h. Reports, plans, and studies prepared by qualified professionals, including:
 - i. Erosion & Sediment Control Plan;
 - ii. Geotechnical Report;
 - iii. Landscaping Plan;

- iv. Wetland Assessment;
- v. Environmental Assessments;
- vi. Biophysical Assessment; and
- vii. Any other reports, plans, and studies that provides information requested by the Development Authority.

5.5.4 In addition to the requirements indicated above, before any application for development of a **fourplex, row housing or an apartment development** can be considered, the applicant must also submit to the Development Authority:

- a. Site plans showing the proposed location and position of any signs, parking spaces, exits, entries, and drives, and garbage storage areas, including access to them; and
- b. Landscape plan of the entire site which shall also show intended fencing and surfacing for drives and parking areas; and
- c. Plans showing the relationship of buildings to each other and to the landscape, particularly such matters as architectural appearance, the provision of light, air, privacy, and landscaping;

in such detail that if the development permit is approved, the plans can be identified through conditions of approval.

5.5.5 In addition to the information requirements indicated above, the Development Authority may require an applicant for an **industrial development** to submit any or all the following additional information, with the application:

- a. Type of industry;
- b. Estimated number of employees;
- c. Estimated water demand and anticipated source;
- d. Type of effluent and method of treatment;
- e. Transportation routes to be used;
- f. Reason for specific location;
- g. Means of solid waste disposal;
- h. Any accessory works required (pipeline, railway spurs, power lines, etc.);
- i. Anticipated residence location of employees;
- j. Municipal servicing costs associated with the development;
- k. Physical suitability of site with respect to soils, slopes, and drainage;
- l. If a subdivision is involved, the size and number of parcels and proposed phasing (if any);
- m. Servicing requirements and provisions for meeting them;
- n. Environmental assessment information and a risk assessment to assist the County in assessing the effect of the proposed development in relation to the natural and human environments and indicate both if and how any negative matters can be mitigated; and/or
- o. Any other information that may be reasonably required by the Development Authority.

5.5.6 In addition to the information requirements indicated in Section 5.5.1 above, the Development Authority may require an applicant for an **Alcohol Retail Sales or a Cannabis Retail Sales development** to submit any or all of the following additional information, including a map identifying the distance from the proposed development to all property boundaries of:

- a. Buildings containing another Cannabis Retail Sales or Alcohol Retail Sales;
- b. Buildings containing a registered day care;
- c. Buildings containing a school or a boundary of a lot on which a school is located;
- d. Lots that are designated as Municipal School Reserve or Municipal and School Reserve under the Act;
- e. Provincial health care facilities or the boundary of a lot on which the facilities are located; and
- f. Any other development or land use required by the Alberta Gaming, Liquor, & Cannabis Commission.

5.5.7 In addition to any or all of the information required under this Bylaw, each application for **a commercial or recreational development** may be required, at the discretion of the Development Authority, to be accompanied by the following information:

- a. Physical suitability of site with respect to soils, slopes, and drainage;
- b. Size and number of parcels and proposed phasing (if any);

- c. Servicing requirements and provisions for meeting them;
 - d. Municipal servicing costs associated with the development;
 - e. Requirements and provisions for employee and customer parking and for site access;
 - f. A landscaping plan;
 - g. Cross-sections and elevations for each building; and
 - h. A list of proposed uses.
- 5.5.8 In addition to the information requirements indicated above, where not required to do so by the Province, the proponent of a **natural resource extraction industry** may be required to submit a reclamation plan.
- 5.5.9 In addition to the information requirements indicated above, an application for a development permit for the **excavation, stripping or grading** of land that is proposed without any other development on the same land, may include with the application, the following information:
- a. Location and area of the site where the excavation is to take place;
 - b. Existing land use and vegetation;
 - c. Type and dimensions including average depth of the excavation to be done, and the potential, if any, to affect existing drainage patterns on and off the site;
 - d. Depth and variation in depth of groundwater encountered in test holes, if required at the discretion of the Development Authority;
 - e. Identification of potential for outdoor noise and the discharge of substances into the air;
 - f. Condition in which the site is to be left when the operation is complete, including the action which is to be taken for restoring the condition of the surface of the land to be affected, and for preventing, controlling, or lessening erosion or dust from the site;
 - g. An indication of all municipal servicing costs associated with the development; and
 - h. Proposed haul route, dust control plan and expected hours of operation.
- 5.5.10 Development Authority may require a Real Property Report or a building site certificate relating to the site that is the subject of a development permit application.
- 5.5.11 In addition to the information requirements indicated above, the Development Authority may require an applicant the Development Authority to submit a wetland assessment if wetlands are identified within or adjacent to the proposed development area by provincial/municipal data, professional assessments, or site/desktop observations.
- 5.5.12 When, in the opinion of the Development Authority, sufficient details of the proposed development have not been included with the application for a development permit, the Development Authority may return the application to the applicant for further details. The application so returned shall be deemed to not have been submitted until all required details have been provided.
- 5.5.13 Development Authority may make a decision on an application for a development permit notwithstanding that any information required or requested has not been submitted.

5.6 PERMISSION FOR DEMOLITION

- 5.6.1 Demolition of a structure shall require a permit, unless the structure is identified in Section 5.3.
- 5.6.2 Demolition of any structure must be done in accordance with the Alberta Building Code & Canadian Standards Association Standard S350-M1980, "Code of Practice for Safety in Demolition of Structures" and/or any subsequent Alberta Building Code or Canadian Standards Association Standards.
- 5.6.3 In addition to the requirements of Section 5.5 of this Bylaw, an application for a development permit for the demolition of a building or structure **shall** include the following information:
- a. Value of the development being demolished;
 - b. Purpose of the building demolition and the type of structure to replace the demolished building, if applicable;
 - c. A work schedule of the demolition and site clean-up (the sequence of demolition must be such that at no time will a wall or a portion of a wall be left standing unsupported in an unstable condition or in danger of accidental collapse);
 - d. Destination of debris materials;

- e. Where redevelopment of the site is proposed, the length of time before the site is to be redeveloped and treatment of the site after demolition but prior to development (if materials are to be stored on site, a site plan will be required indicating the location of such materials in relation to property lines and other buildings);
- f. A copy of the original development approval including building permits where applicable;
- g. Form of demolition to be used (heavy equipment or by hand);
- h. Method whereby public safety is to be protected (normally a fence that is at least 1.8 m (5.9 ft) in height is required around the excavation or structure to be demolished);
- i. An indication that all utility services to the site and/or the building have been disconnected to the satisfaction of the Development Authority;
- j. An indication that buildings on adjoining properties have been considered to ensure that damage will not occur to them or their foundations from the demolition;
- k. Where a fire safety plan is required, an indication that the local Fire Chief has been consulted for determining the fire safety plan required; and
- l. An indication that any tanks containing flammable or combustible liquids will be removed before demolition begins and be purged of inert materials to the satisfaction of the Development Authority and any other applicable provincial agencies.

5.6.4 Before consideration of a development permit application for demolition, the Development Authority **may** also require the applicant to:

- a. Identify proposed haul routes for the demolition materials;
- b. Complete a Hazardous Materials Assessment Report; and/or
- c. Complete any phase of an environmental site assessment in order to determine whether the site is contaminated and the mitigation measures necessary to eliminate such contamination.

5.6.5 As a condition of approving a development permit for the demolition of a building, the Development Authority **may**, in addition to other requirements:

- a. Require that the applicant undertake all actions the Development Authority deems necessary to ensure the complete and safe demolition of the building, disposal of materials and debris, and site clean-up; and
- b. Require the applicant to post a \$10,000.00 bond to cover the cost of repairing roads and other municipal improvements damaged because of the work authorized in the permit.

5.7 NOTICE OF COMPLETE OR INCOMPLETE DEVELOPMENT PERMIT APPLICATIONS

5.7.1 Development Authority shall, within 20 days of the receipt of an application for a development permit, determine whether the application is complete.

5.7.2 Time period referred to in Section 5.7.1 may be extended by an agreement in writing between the applicant and the Development Authority.

5.7.3 An application is complete if:

- a. In the opinion of the Development Authority, the application contains the documents and other information necessary to review the application; or
- b. Development Authority does not make a determination within 20 days after receipt of an application for a development permit.

5.7.4 If the Development Authority determines that the application is complete, the Development Authority shall issue to the applicant, by means of posted letter or electronic notification, an acknowledgment that the application is complete.

5.7.5 If the Development Authority determines that the application is incomplete, the Development Authority shall issue to the applicant a notice, in writing or electronically, that the application is incomplete. This notice shall list any outstanding documents and information required to review the application and provide a date by which the documents or information must be submitted in order for the application to be considered complete.

- 5.7.6 If the applicant fails to submit all the outstanding information and documents on or before the date referred to in Section 5.7.5, the application is deemed refused.

5.8 DEVELOPMENT PERMIT NOTICES

- 5.8.1 A decision of the Development Authority on an application for a development permit must be in writing and a copy of the decision, together with a written notice specifying the date on which the written decision was given and containing any other information required by the regulations must be given or sent to the applicant on the same day the written decision is given.
- 5.8.2 When a development permit has been issued for a **permitted use and no variance** to any regulation has been granted, the Development Authority shall (on the same day the decision is given) send written notice of the decision on a development permit application by regular mail to the applicant. Mailing the notice is not required when an applicant picks up a copy of the decision.
- 5.8.3 In addition to 5.8.1 and 5.8.2, within five (5) working days after a decision on a development permit application for a **discretionary use or after a variance** to any regulation has been granted, the Development Authority shall:
- Send notice of the decision and right of appeal by regular mail (or by electronic mail if agreed to in advance by the applicant) to all affected adjacent landowners within 100.0 m (300.0 ft) of the subject site, as identified on the County Assessment Roll; and
 - Send a copy of the development permit to Alberta Safety Codes Authority; and
 - Send notice of the decision and right of appeal by regular mail (or by electronic mail if agreed to in advance by the applicant) to any other landowner, business, agency, adjacent municipality, person, group, organization, or similar body that the Development Authority deems may be affected.
- 5.8.4 The notice indicated in Section 5.8.2 and 5.8.3 shall state:
- Legal description and the street address of the site of the proposed development;
 - Uses proposed for the subject development;
 - Any discretion that was granted in the approval of the development, whether by use or by interpretation of this Bylaw, and any variation or relaxation in regulation that was made by the Development Authority when the development permit was approved;
 - Date the development permit was issued; and
 - How an appeal might be made to the Subdivision & Development Appeal Board and the deadline for such appeal.
- 5.8.5 Except for those permits described in Section 5.8.2 hereof, a permit granted pursuant to this Section does not come into effect until twenty-one (21) days after the date that notice of an order, decision, or development permit is received. For the purposes of this Bylaw, notice is deemed to be received on the 5th day after the date of the issuance of the order, decision, or permit. Any development the applicant proceeds with prior to the expiry of this period is done solely at the risk of the applicant.
- 5.8.6 Where an appeal is made, a development permit which has been granted shall not come into effect until the appeal has been determined and the permit has been confirmed, modified, or nullified thereby.
- 5.8.7 If the development authorized by a permit is not substantially commenced within twelve (12) months from the date of the issuance of the development permit and completed within twelve (12) months of the commencement of the development, the permit is deemed to be void; unless an alternate time frame has been identified in the conditions, or an extension to this period is granted by the Development Authority.
- 5.8.8 A development, once begun, shall not be abandoned, or left for an extended period of time in what the Development Authority considers to be an unsightly or unsafe condition.
- 5.8.9 Applicant may be responsible for any damage to public or private property occurring because of development.
- 5.8.10 A decision of the Development Authority on an application for a development permit shall be made in writing.
- 5.8.11 When refusing an application for a development permit, the Development Authority shall clearly describe the reasons for the said refusal on the notice of decision.

5.9 CONDITIONS & DEVELOPMENT AGREEMENTS

- 5.9.1 Development Authority may require the following conditions as part of the development permit approval:
- Compliance with an Erosion & Sediment Control Plan;
 - Compliance with a Landscaping Plan;
 - Compliance with a Lot Grading & Drainage Plan; and
 - Any other conditions requested by the Development Authority.
- 5.9.2 Development Authority may require the applicant to enter into an agreement as a condition of issuing a development permit, for the purpose of the following:
- Construct or pay for the construction of culverts, approaches, public roadways, pedestrian walkways, or parking areas; and/or
 - Install or pay for the installation of utilities; and/or
 - Pay for an off-site levy or redevelopment levy imposed by Bylaw.
- 5.9.3 Development Authority, in considering an application, may impose conditions requiring the retention of trees, or additional plantings of such a type and extent that is considered necessary on any permission for development.
- 5.9.4 To ensure compliance with the development agreement, the County may register a caveat against the certificate of title of the property that is being developed. This caveat shall be discharged when conditions of the development agreement have been met.

5.10 VALIDITY OF DEVELOPMENT PERMITS

- 5.10.1 A development permit does not come into effect until at least twenty-one (21) days have elapsed from the date it is granted.
- 5.10.2 If an appeal (which includes an appeal to the Subdivision & Development Appeal Board, the Land and Property Rights Tribunal, and the Court of Appeal of Alberta) is filed against a development permit, the permit is suspended until the appeal is heard and a decision is issued, or the appeal is abandoned.
- 5.10.3 A development permit is valid for one (1) year from the date it comes into effect and work authorized pursuant to a development permit must be commenced within twelve (12) months from the date the development permit comes into effect. Extensions may be granted at the sole discretion of the Development Authority.
- 5.10.4 If, after a development permit has been issued, the Development Authority becomes aware that:
- Application for the development contains a misrepresentation;
 - Facts concerning the application or the development were not disclosed at the time the application was considered;
 - Development permit was issued in error; or
 - Conditions of Development Permit Approval are not being complied with to the satisfaction of the Development Authority,
- the Development Authority may suspend or cancel the notice of decision or the development permit by notice, in writing to the holder of it.
- 5.10.5 A person whose development permit is suspended or cancelled under this Section may appeal the decision.

5.11 VARIANCES

- 5.11.1 Development Authority may conditionally approve a proposed use that does not comply with this Bylaw, if, in its opinion:
- Proposed development would not:
 - unduly interfere with the amenities of the neighbourhood; or
 - materially interfere with or affect the use, enjoyment, or value of neighbouring properties, and
 - Proposed development conforms to the uses prescribed for that land or building in this Bylaw.
- 5.11.2 Notwithstanding the above, a variance shall be considered only where it has been demonstrated to the satisfaction of the Development Authority, that unnecessary hardship or practical difficulties relating to the use, character, or lot characteristics exist;

- 5.11.3 Notwithstanding Section 5.11.1 and 5.11.2, the Development Officer may, in deciding upon an application for a permitted or discretionary use, allow for a total minor variance to a maximum of 10% of any or all of the following requirements:
- a. Setback regulations of front, or rear yards;
 - b. Height of buildings; or
 - c. Floor area.
- 5.11.4 No variance to the side yard setback requirements of a Residential Land Use District will be allowed.
- 5.11.5 Where a variance is granted, the nature of the approved variance shall be specifically described in the development permit approval.
- 5.11.6 Where the issuance of a development permit involves the exercise of any specified discretion of the Development Authority to relax a regulation of a district or any other regulation of this Bylaw, the Development Authority shall not permit any additional variance from that regulation.

5.12 REFERRAL OF APPLICATIONS

- 5.12.1 Historical Resources
- a. Historical or archaeological sites identified pursuant to the *Alberta Historical Resources Act* shall be protected in accordance with Provincial legislation and regulations.
 - b. In addition to any sites identified in (a) above, an application for a development permit which may impact any historical or archaeological site identified pursuant to (a) above within the County should be submitted to Alberta Culture for comment prior to a development permit being issued.
- 5.12.2 Adjacent Municipalities
- a. All subdivision proposals and all applications for significant discretionary development permits within 1.6 km (1.0 mi) of adjacent municipalities shall be referred to the adjacent municipality for comment prior to a development permit being issued or a subdivision being approved, unless otherwise agreed to in an Intermunicipal Development Plan, Intermunicipal Collaboration Framework, or other intermunicipal agreement.
- 5.12.3 Subdivision & Development Near Highways
- a. All subdivision and development applications near provincial highways shall be referred to Alberta Transportation & Economic Corridors as required by the *Act*.
- 5.12.4 Subdivision & Development within Airport Vicinity Land Use District
- a. All subdivision and development applications within the Airport Vicinity Land Use District shall be referred to the Town of Barrhead, NavCanada, and any other agency at the discretion of the Development Authority Officer.

5.13 DECISION PROCESS

- 5.13.1 Permitted Use Applications
- a. Upon receipt of a completed application for a development permit for a permitted use, the Development Authority Officer shall approve, with or without conditions, an application for a permitted use where the proposed development conforms to this Bylaw and may:
 - i. Require a Real Property Report (RPR), signed by an Alberta Land Surveyor, along with a signed authorization form or letter from the Alberta Land Surveyor stating that the County can utilize the Surveyor's RPR for evaluating the compliance of the proposed or existing development against all land use regulations relating to the use and building(s) that are the subject of the development permit application;
 - ii. Prior to making a decision, refer any application for a permitted use to any municipal department or external agency for comment;
 - iii. Require, as a condition of issuing a development permit, that the applicant enter into an agreement with the County to do any or all of the following:
 - a) to construct or pay for the construction of a road required to give access to the development;

- b) to construct or pay for the construction of:
 - (i) a pedestrian walkway system to serve the development; and/or
 - (ii) pedestrian walkways to connect the pedestrian walkway system serving the development with a pedestrian walkway system that serves or is proposed to serve an adjacent development;
 - c) to install or pay for the installation of public utilities, other than telecommunications systems or works, that are necessary to serve the development;
 - d) to construct or pay for the construction of:
 - (i) off-street or other parking facilities; and
 - (ii) loading and unloading facilities;
 - e) to pay an off-site levy or redevelopment levy; or
 - f) to give security to ensure that the terms of the agreement under this section are carried out;
- iv. Refuse to issue a development permit in the case where satisfactory arrangements have not been made by a developer for a proposed building on any parcel, where it would otherwise be permitted by the Bylaw, for the supply of water, electric power, wastewater, and/or street access, including payment of the costs of installing or constructing any such utility by the developer; and/or
 - v. Issue a temporary development permit where, in the opinion of the Development Authority Officer, the proposed use is of a temporary nature. When issuing a temporary development permit, the expiry date for the permit shall be clearly indicated on the notice of decision.
- b. Applicant shall obtain from the appropriate authority, where applicable, permits relating to building, grades, sewers, water mains, electricity and highways, and all other permits required in connection with the proposed development.
 - c. Applicant shall be financially responsible during construction for any damage by the applicant, their proponents, suppliers, agents, or contractors to any public or private property.
 - d. Applicant shall prevent excess soil or debris from being spilled on public streets, lanes, and sidewalks, and shall not place soil or any other materials on an adjacent parcel without permission in writing from adjacent property owners.
 - e. Sections 5.13.1.c and 5.13.1.d may be enforced pursuant to Section 8 of this Bylaw. Any costs incurred as a result of neglect to public property may be collected where financial guarantees have been required pursuant to Section 5.9.
 - f. No building shall be used or occupied and no change in the existing occupancy classification of a building shall be made until the developer, proposed user, or proposed occupant of said building demonstrates that substantial completion, as determined by the Development Authority, has been undertaken.
 - g. Upon receipt of a completed application for a development permit for a permitted use, the Development Authority Officer may refer to the Municipal Planning Commission those applications for development specified in the list of permitted uses that, in the opinion of the Development Authority Officer, should be decided by the Municipal Planning Commission.
 - h. Where development permit applications for permitted uses are referred to the Municipal Planning Commission pursuant to Section 5.13.1.g the Municipal Planning Commission shall be subject to the same provisions that apply and are available to the Development Authority Officer as prescribed in Section 5.13.1.

5.13.2 Discretionary Use Applications

- a. Upon receipt of a completed application for a development permit for a discretionary use, the Development Authority shall review the application and refer the application with the Development Officer's recommendations to the Municipal Planning Commission for decision.
- b. Municipal Planning Commission may, prior to making a decision, refer any application for a discretionary use to any municipal department or external agency for comment.

- c. Municipal Planning Commission shall approve, with or without conditions, or refuse the application, giving reasons for the refusal.
 - d. Municipal Planning Commission may require as a condition of issuing a development permit that:
 - i. Applicant enter into an agreement with the County to do any or all of the following:
 - a) to construct or pay for the construction of a road required to access the development;
 - b) to construct or pay for the construction of:
 - (i) a pedestrian walkway system to serve the development; and/or
 - (ii) pedestrian walkways to connect the pedestrian walkway system serving the development with a pedestrian walkway system that serves or is proposed to serve an adjacent development;
 - c) to install or pay for the installation of public utilities, other than telecommunications systems or works, that are necessary to serve the development;
 - d) to construct or pay for the construction of:
 - (i) off-street or other parking facilities; and
 - (ii) loading and unloading facilities;
 - e) to pay an off-site levy or redevelopment levy; and/or
 - f) to provide financial security, such as cash or a letter of credit, to ensure that the terms of the agreement under this section are carried out;
 - ii. Applicant provide a Real Property Report, signed by an Alberta Land Surveyor, along with a signed authorization form or letter from the Alberta Land Surveyor can utilize the Surveyor's Real Property Report, relating to the building(s) that is (are) the subject of the development permit application.
 - e. A person to whom a development permit has been issued shall obtain from the appropriate authority, where applicable, permits relating to building, grades, sewers, water mains, electricity and highways, and all other permits required in connection with the proposed development.
 - f. Applicant shall be financially responsible during construction for any damage by the applicant, their proponents, suppliers, agents, or contractors to any public or private property.
 - g. Applicant shall prevent excess soil or debris from being spilled on public streets, lanes, and sidewalks, and shall not place soil or any other materials on adjacent parcel without permission in writing from adjacent property owners.
 - h. Sections 5.13.2.f and 5.13.2.g may be enforced pursuant to Section 8 – Enforcement. Any costs incurred as a result of neglect to public property may be collected where financial securities have been required pursuant to Section 5.9 .
 - i. No building or use shall be used or occupied and no change in the existing occupancy classification of a building shall be made until the developer, proposed user, or proposed occupant of said building or use demonstrates that substantial completion, as determined by the Development Authority, has been undertaken.
 - j. Municipal Planning Commission may issue a temporary development permit where the Municipal Planning Commission is of the opinion that the discretionary use is of a temporary nature. When issuing a temporary development permit, the expiry date for the permit shall be clearly indicated on the notice of decision.
 - k. Where any use is proposed which is not specifically shown in any Land Use District but is, in the opinion of the Municipal Planning Commission, similar in character, intent and purpose to other uses of land and buildings provided by the Bylaw in the Land Use District in which such use is proposed, the Municipal Planning Commission may, if requested by the applicant, rule that the proposed use is a discretionary use in the Land Use District in which such use is proposed.
- 5.13.3 Development Authority may impose such conditions on the approval of an application that are considered necessary by the Development Authority to:
- a. Uphold the intent and objectives of any statutory plan or land use regulation as adopted or amended from time to time; and
 - b. Ensure the orderly and economic development of land within the County.

- 5.13.4 Where an application for a use which is neither a permitted nor a discretionary use is received by the Development Authority Officer, the Development Authority Officer may refuse the application stating reasons for the decision or, at the request of the applicant, refer the application to the Municipal Planning Commission for consideration.

5.14 SUBSEQUENT APPLICATIONS

- 5.14.1 If an application for a development permit is refused by the Development Authority Officer or Municipal Planning Commission, or a decision is made by the Subdivision & Development Appeal Board, another application for development:
- a. On the same parcel; and
 - b. For the same or similar use;
- may not be made for at least six (6) months after the date of the refusal unless the Municipal Planning Commission agrees to waive the six (6) month period.

6. SUBDIVISION APPLICATIONS

6.1 SUBDIVISION APPLICATION REQUIREMENTS

- 6.1.1 All applications for the subdivision of land within the County shall comply with the regulations of this Section.
- 6.1.2 A subdivision application may be submitted by:
- Registered owner of the land to be subdivided; or
 - A person with written authorization to act on behalf of the registered owner.
- 6.1.3 Subdivisions shall be developed in accordance with the provisions of the Land Use District affecting the subject site at time of application.
- 6.1.4 If the proposed subdivision requires an environmental assessment under the *Canadian Environmental Assessment Act*, the applicant shall file an environmental assessment in accordance with the *Canadian Environmental Assessment Act*. A copy of the environmental assessment shall be submitted with the subdivision application.
- 6.1.5 If the proposed subdivision is required to obtain assessments and/or approvals from relevant Federal or Provincial agencies and organizations, the applicant shall obtain the appropriate reports and/or approvals with relevant agencies and organizations. A copy of the required reports and/or approvals or licenses shall be submitted with the subdivision application.
- 6.1.6 Information on abandoned oil and gas wells as required by the Subdivision & Development Regulations and Alberta Energy Regulator Directive 079 shall accompany every subdivision application.
- 6.1.7 Tentative plan of subdivision shall:
- Clearly outline the location, dimensions, and boundaries of the land which the applicant wishes to subdivide;
 - Show the location, dimensions, and boundaries of:
 - each new lot to be created;
 - reserve land(s), if required;
 - rights-of-way of each public utility, if required; and
 - other rights-of-way, if required;
 - Indicate the use, location, and dimensions of existing buildings on the land that is the subject of the application, if any, and specify whether the buildings are proposed to be demolished or moved;
 - Show the location of any river, stream, watercourse, lake, or other body of water (natural or man-made) that is contained within the boundaries of the proposed parcel of land;
 - Identify the location of any existing or proposed water wells, the locations and type of any private sewage disposal system(s), and the distance from these to existing or proposed buildings and property lines;
 - Include information provided by the Alberta Energy Regulator identifying the location of any active wells, batteries, processing plants or pipelines within the proposed subdivision; and
 - Identify the existing and proposed access to the proposed parcels and the remainder of the titled area.
- 6.1.8 County may also require an applicant to submit to the Subdivision Authority any or all the following:
- A figure showing topographic contours at no greater than 1.5 m (4.9 ft) intervals;
 - If the proposed subdivision is not to be served by a municipal water distribution system, information supported by the report of a qualified professional, registered in the Province of Alberta, respecting the provision, availability, and suitability of potable water on or to the land to be subdivided;
 - An assessment of subsurface characteristics of the land that is to be subdivided including, but not limited to, susceptibility to slumping or subsidence, depth to water table, and suitability for any proposed on-site sewage disposal system(s), prepared and signed by a qualified professional registered in the Province of Alberta;
 - Reports, plans, and studies prepared by qualified professionals, including:
 - Geotechnical Report;
 - Lot Grading & Drainage Plan or Stormwater Management Plan;

- iii. Slope Stability Analysis;
- iv. Water Report;
- v. Wetland Assessment;
- vi. Any other reports, plans, and studies that provides information requested by the Subdivision Authority;
- e. If the land that is the subject of an application is located in a potential Flood Plain, a figure showing the 1:100-year Flood Plain or highest and most frequent rain event series relevant to flooding of the land;
- f. Information respecting the land surface characteristics of land within 0.8 km (0.5 mi) of the land proposed to be subdivided;
- g. If any portion of the parcel of land affected by the proposed subdivision is situated within 1.5 km (0.9 mi) of a sour gas facility, a map showing the location of the sour gas facility; and
- h. Where the proposed subdivision is staged or includes only a portion of the developable area within the subject site, an approved Area Structure Plan or Outline Plan that relates the application to future subdivision and development of adjacent lands.

6.2 SUBDIVISION AUTHORITY APPLICATION PROCESS

- 6.2.1 Subdivision Authority shall:
 - a. Participate in a pre-application submission meeting with development proponents (as requested);
 - b. Receive all subdivision applications;
 - c. Assess and provide notice of a complete or incomplete application; and
 - d. Issue notices in writing as required in the *Act*.
- 6.2.2 Notice of Complete or Incomplete Application:
 - a. Subdivision Authority shall, within twenty (20) days of the receipt of an application for subdivision, determine whether the application is complete.
 - b. Time period referred to in Section 6.2.2.a may be extended by an agreement in writing between the applicant and the Subdivision Authority or, if applicable, in accordance with the Land Use Bylaw made pursuant to Section 640.1 of the *Act*.
 - c. An application is complete if, in the opinion of the Subdivision Authority, the application contains the documents and other information necessary to review the application.
 - d. If the application is determined to be complete, the Subdivision Authority shall issue to the applicant, in writing or electronically, an acknowledgment that the application is complete.
 - e. If the Subdivision Authority determines that the application is incomplete, the Subdivision Authority shall issue to the applicant a notice, in writing or electronically, that the application is incomplete and that any outstanding documents and information referred to in the notice must be submitted by a date set out in the notice or a later date agreed on between the applicant and the Subdivision Authority in order for the application to be considered complete.
 - f. If the applicant fails to submit all the outstanding information and documents on or before the date referred to in Section 6.2.2.e, the Subdivision Authority must deem the application to be refused.
 - g. Despite that the Subdivision Authority has issued an acknowledgment under Section 6.2.2.d or 6.2.2.e, in the course of reviewing the application, the Subdivision Authority may request additional information or documentation from the applicant that the Subdivision Authority considers necessary to review the application.

6.3 DUTIES OF THE SUBDIVISION AUTHORITY

- 6.3.1 Upon receipt of a completed subdivision application, the Subdivision Authority:
 - a. Shall approve, with or without conditions, a subdivision application for a permitted use where the proposed subdivision conforms to:
 - i. This Bylaw;
 - ii. Applicable statutory plans; and

- iii. The *Act* and Regulations thereunder;
- b. Shall refuse an application for a subdivision if the proposed subdivision does not conform with:
 - i. Applicable statutory plans; and/or
 - ii. The *Act* and the Regulations thereunder;
 - iii. This Bylaw
- c. May approve, with or without conditions, an application for subdivision that does not comply with this Bylaw if, in the opinion of the Subdivision Authority, the proposed subdivision:
 - i. Would not unduly interfere with the amenities of the neighbourhood;
 - ii. Would not materially interfere with or affect the use, enjoyment, or value of neighbouring parcels of land; and
 - iii. Conforms to the use prescribed for that land in this Bylaw;
- d. Prior to making a decision, shall refer the subdivision application to any external agencies and adjacent landowners for comment and may refer the subdivision application to any municipal department as required.

6.4 REQUIREMENTS & CONDITIONS OF SUBDIVISION APPROVAL

- 6.4.1 Subdivision Authority shall abide by the requirements of and consider the matters indicated in Sections 652 - 670 of the *Act*.
- 6.4.2 Subdivision approvals must comply with Part 17 and 17.1 of the *Act* and the Regulations therein.
- 6.4.3 For the purposes of this Bylaw, an unsubdivided quarter section shall include those quarter sections where a separate title exists for a public utility or an institutional use.
- 6.4.4 Where the development involves a subdivision of land, no development permit shall be issued until the subdivision has been registered with Alberta Land Titles.
- 6.4.5 More than one active subdivision application will not be allowed affecting a single titled area. Where a subdivision is proposed for a titled area which is, at time of receipt of the new application, affected by an active subdivision file, the new application will not be accepted and processed until the existing open file has been closed or finalized to the satisfaction of the Subdivision Authority.
- 6.4.6 Subdivision Authority shall not approve a subdivision which is inconsistent with the County Municipal Development Plan and/or the provisions of any statutory plans that affect the land proposed to be subdivided.
- 6.4.7 As a condition of subdivision approval, environmental reserves will be taken according to Section 664 of the *Act* either in the form of a lot (ownership transferred to the County) or as an environmental reserve easement (private ownership is retained).
- 6.4.8 As a condition of subdivision approval, the County may require that the proponent provide hazard land as environmental reserve.
- 6.4.9 Where a subdivision is proposed on lands adjacent to a water body, a watercourse or wetland, reserves shall be required as a condition of subdivision approval as provided for in the *Act*. When determining the width and size of the environmental reserve the following shall be taken into consideration:
 - a. Recommendations by qualified professionals; and/or
 - b. Riparian Setback Matrix Model (RSMM); and/or
 - c. Government of Alberta's Stepping Back from the Water: A Beneficial Management Practices Guide for New Development Near Water Bodies in Alberta's Settled Region; and/or
 - d. Alberta Environment & Protected Areas' Recommended Guidelines for Minimum Environmental Reserve/Easement Widths.
- 6.4.10 Property taxes must be up to date prior to final endorsement of any subdivision.
- 6.4.11 Proposed parcels being created shall not, in the opinion of the Subdivision Authority, prejudice the future efficient development of the remnant lands.
- 6.4.12 Subdivision Authority may require the following conditions as part of subdivision approval:
 - a. That the proponent enters into and complies with a Development Agreement;
 - b. Provision of off-site levies or a local improvement levy;

- c. Compliance with an approved Erosion & Sediment Control Plan;
- d. Compliance with an approved Landscaping Plan;
- e. Compliance with an approved Lot Grading & Drainage Plan;
- f. Compliance with an approved Stormwater Management Plan; and/or
- g. Any other conditions as required by the Subdivision Authority.

7. APPEALS

7.1 DEVELOPMENT APPEALS

- 7.1.1 An appeal may be made by the applicant of the development permit or any person affected by the order if the Development Authority:
- fails or refuses to issue a development permit;
 - issues a development permit subject to conditions; or
 - issues a stop order under Section 645 of the *Act*;
- 7.1.2 In addition to Section 7.1.1, any person affected by an order, decision or development permit made or issued by the Development Authority may appeal the decision in accordance with Section 685(2) of the *Act*.
- 7.1.3 Despite Sections 7.1.1 and 7.1.2, no appeal lies in respect of the issuance of a development permit for a permitted use unless the provisions of the Land Use Bylaw were relaxed, varied, or misinterpreted or the application for the development permit was deemed to be refused under Section 683.1(8) of the *Act*.
- 7.1.4 Despite Sections 7.1.1, 7.1.2 and 7.1.3, if a decision with respect to a development permit application in a Direct Control District:
- is made by Council, and there is no appeal to the Subdivision & Development Appeal Board; or
 - is made by a Development Authority, the appeal is limited to whether the Development Authority followed the directions of Council, and if the applicable board hearing the appeal finds that the Development Authority did not follow the directions it may, in accordance with the directions, substitute its decision for the Development Authority's decision.
- 7.1.5 An appeal of a decision of the Development Authority for lands identified in Section 685(2.1)(a) of the *Act* shall be made to the Land & Property Rights Tribunal and shall proceed in accordance with the processes identified in the *Act* and the *Land & Property Rights Tribunal Act*.
- 7.1.6 An appeal of a decision of the Development Authority for lands identified in Section 685(2.1)(b) of the *Act* shall be made to the Subdivision & Development Appeal Board of the County.
- 7.1.7 An appeal with respect to an application for a development permit may be made by a person identified in Section 7.1.1 by serving a written notice of appeal to the applicable board hearing the appeal:
- within 21 days after the date on which the written decision is given; or
 - if no decision is made with respect to the application within the 40-day period (or within any extension to that period under Section 684 of the *Act*), within 21 days after the date the period or extension expires; or
 - with respect to an order under Section 645 of the *Act*, within 21 days after the date on which the order is made.
- 7.1.8 An appeal with respect to an application for a development permit may be made by a person (identified in Section 7.1.2) by serving a written notice of appeal to the applicable board hearing the appeal within 21 days after the date on which the written decision is given.
- 7.1.9 An appeal to the Land & Property Rights Tribunal may be made by filing a notice to the Land & Property Rights Tribunal. Notice submission requirements shall be as established by the Land & Property Rights Tribunal.
- 7.1.10 An appeal to the Subdivision & Development Appeal Board may be launched by filing a notice by providing the following:
- appeal application fee as identified in the County's Rates & Fees Bylaw;
 - legal description and/or the municipal address of the property to which the decision, order or issuance of the development permit relates;
 - name, contact information and address of the appellant; and
 - reasons for the appeal and the issue or condition in the decision or order that are the subject of the appeal.
- 7.1.11 Where a person files a notice of appeal with the wrong board, that board must refer the appeal to the appropriate board and the appropriate board must hear the appeal as if the notice of appeal had been filed

with it and it is deemed to have received the notice of appeal from the applicant on the date it receives the notice of appeal from the 1st board, if:

- a. In the case of a person referred to in Section 7.1.1 the person files the notice with the wrong board within 21 days after receipt of the written decision or the deemed refusal; or
- b. In the case of a person referred to in Section 7.1.2, the person files the notice with the wrong board within 21 days after the date on which the notice of the issuance of the permit was given in accordance with the Land Use Bylaw.

7.2 SUBDIVISION APPEALS

- 7.2.1 Decision of a Subdivision Authority on an application for subdivision approval may be appealed:
- a. By the applicant of the subdivision approval;
 - b. By a government department if the application is required by the Subdivision & Development Regulations to be referred to that department;
 - c. By a school board with respect to:
 - i. Allocation of municipal reserve and school reserve or money in place of the reserve;
 - ii. Location of school reserve allocated to it; or
 - iii. Amount of school reserve or money in place of the reserve.
- 7.2.2 An appeal of a decision of the Subdivision Authority for lands identified in Section 678(2)(a) of the *Act* shall be made to the Land & Property Rights Tribunal and shall proceed in accordance with the processes identified in the *Act* and the *Land & Property Rights Tribunal Act*.
- 7.2.3 An appeal of a decision of the Subdivision Authority for lands identified in Section 678(2)(b) and 678(2.1) of the *Act* shall be made to the Subdivision & Development Appeal Board of the County.
- 7.2.4 An appeal to the Land & Property Rights Tribunal may be made by filing a notice to the Land & Property Rights Tribunal. Notice submission requirements shall be as established by the Land & Property Rights Tribunal.
- 7.2.5 An appeal to the Subdivision & Development Appeal Board may be launched by filing a notice by providing the following:
- a. Appeal application fee as identified in the County's Rates & Fees Bylaw, as amended or replaced;
 - b. Legal description and/or the municipal address of the property to which the decision, order, or issuance of the development permit relates;
 - c. Name, contact information, and address of the appellant; and
 - d. Reasons for the appeal and the issue or condition in the decision or order that are the subject of the appeal.
- 7.2.6 If the applicant files a notice of appeal within 14 days after receipt of the written decision or the deemed refusal with the wrong board, that board must refer the appeal to the appropriate board and the appropriate board must hear the appeal as if the notice of appeal had been filed with it and it is deemed to have received the notice of appeal from the applicant on the date it receives the notice of appeal from the 1st board.

7.3 HEARING & DECISION

- 7.3.1 Hearings for development appeals and decisions made by the applicable board hearing the appeal shall be in accordance with Section 686 and 687 of the *Act*.
- 7.3.2 Hearings for subdivision appeals and decisions made by the applicable board hearing the appeal shall be in accordance with Section 679, 680 and 681 of the *Act*.

8. ENFORCEMENT

8.1 SCOPE OF ENFORCEMENT

8.1.1 Provisions in Section 8 are related to the enforcement of Land Use Bylaw regulations exclusively.

8.2 PROVISION OF ENFORCEMENT

8.2.1 Enforcement may be conducted by a Designated Officer through the issuance of a violation warning, warning notice, final warning notice, stop order, violation tags, or any other authorized action provided for in the *Act* to ensure compliance.

8.3 OFFENSES

- 8.3.1 A person is guilty of an offence when allowing, commencing or undertaking any development that:
- Contravenes or does not comply with the provisions of this Bylaw;
 - Requires a Development Permit which has not been issued;
 - Is contrary to a Development Permit that has been issued, or a subdivision approval that has been given or a condition of a permit or approval;
 - Contravenes a Stop Order; or
 - Contravenes the *Act*.
- 8.3.2 Each day that an offence has occurred may be considered to be a separate offence.
- 8.3.3 A person guilty of an offence is liable to a fine as specified in the County Rates & Fees Bylaw and enforcement as established under the *Act*.

8.4 RIGHT OF ENTRY

- 8.4.1 After reasonable notice (generally to mean 24 hours) to the owner or occupant in accordance with the *Act*, a Designated Officer may enter the property at reasonable times (generally to mean between the hours of 7:30 a.m. and 10:00 p.m.) to ascertain if Land Use Bylaw requirements are being met.
- 8.4.2 A person shall not prevent or obstruct a Designated Officer from carrying out any official duty under this Bylaw. If consent for entry is not given, the County may apply to the Court of King's Bench for an authorizing order.

8.5 VIOLATION WARNING

8.5.1 A Designated Officer may issue a violation warning for minor offences by outlining the nature of the violation, corrective measures that may be taken, and the deadline for corrective measures.

8.6 WARNING & FINAL WARNING NOTICE

8.6.1 A Designated Officer may issue a warning notice or a final warning notice outlining the nature of the violation, corrective measures that may be taken, and the deadline for corrective measures, or both.

8.7 STOP ORDERS

- 8.7.1 On finding that a development, land use, or use of a building does not conform to the *Act* or its regulations, a development permit or subdivision approval or the conditions of either, or this Bylaw, the Development Authority may, by written notice, direct the owner of the property, the person in possession of the land, building, or sign, or the person responsible for a contravention or any or all of them, to:
- Stop the development or use of the land or building in whole or part as directed by the notice;
 - Demolish, remove, or replace the development; or
 - Carry out any other actions required by the notice for compliance.
- 8.7.2 Stop order shall specify a deadline for compliance.
- 8.7.3 A person named in a stop order may appeal to the Subdivision & Development Appeal Board.

8.8 ENFORCEMENT OF STOP ORDERS

- 8.8.1 Subject to Section 542 of the *Act*, if a person fails to comply with the order of the Development Authority, a Designated Officer, or the Subdivision and Development Appeal Board, a Designated Officer may enter on the land or building and take any action necessary to carry out the order.
- 8.8.2 County may register a caveat against the certificate of title for the land that is subject to the order, provided that the caveat is discharged when the order has been complied with.
- 8.8.3 Costs incurred by the County for carrying out any actions required to achieve compliance may be added to the tax roll of the land subject to the order.

8.9 VIOLATION TAGS & TICKETS

- 8.9.1 In accordance with the *Provincial Offences Procedures Act*, a Designated Officer may issue a violation tag to a person for specific offences in contravention of a violation by issuing a warning notice, a final warning notice, or stop order where there are reasonable and probable grounds to believe there is a contravention of this Bylaw.
- 8.9.2 A violation tag may be issued to a person either personally or by registered mail.
- 8.9.3 A violation tag shall be in a form approved by the County and shall include:
 - a. Name of the person contravening the Bylaw,
 - b. Description of the offence,
 - c. Specified penalty for the offence established in the County Rates & Fees Bylaw,
 - d. Requirement that the penalty be paid within 30 days of issuance of the violation tag,
 - e. Method by which the tag may be paid, and
 - f. Any other information as may be required by the County.
- 8.9.4 Designated Officer is hereby authorized and empowered to issue a violation tag to any person who the Development Authority has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 8.9.5 Where a contravention is of a continuing nature, further violation tags may be issued by a Designated Officer, provided however that no more than one violation tag shall be issued for each day that the contravention continues.
- 8.9.6 Person to whom the violation tag is issued may, in lieu of being prosecuted, sign the plea of guilty on the violation tag and pay the specified fine to the location indicated on the violation tag.
- 8.9.7 If payment is not made within the time specified on the violation tag, a Designated Officer may issue a violation ticket requiring the person to whom the violation ticket is issued to appear in court on the date specified in the summons portion of the ticket.
- 8.9.8 Nothing in this Bylaw shall prevent a Designated Officer from immediately issuing a violation ticket for the mandatory court appearance of any person who contravenes any provision of this Bylaw.

9. GENERAL LAND USE REGULATIONS

9.1 ACCESS & PARKING

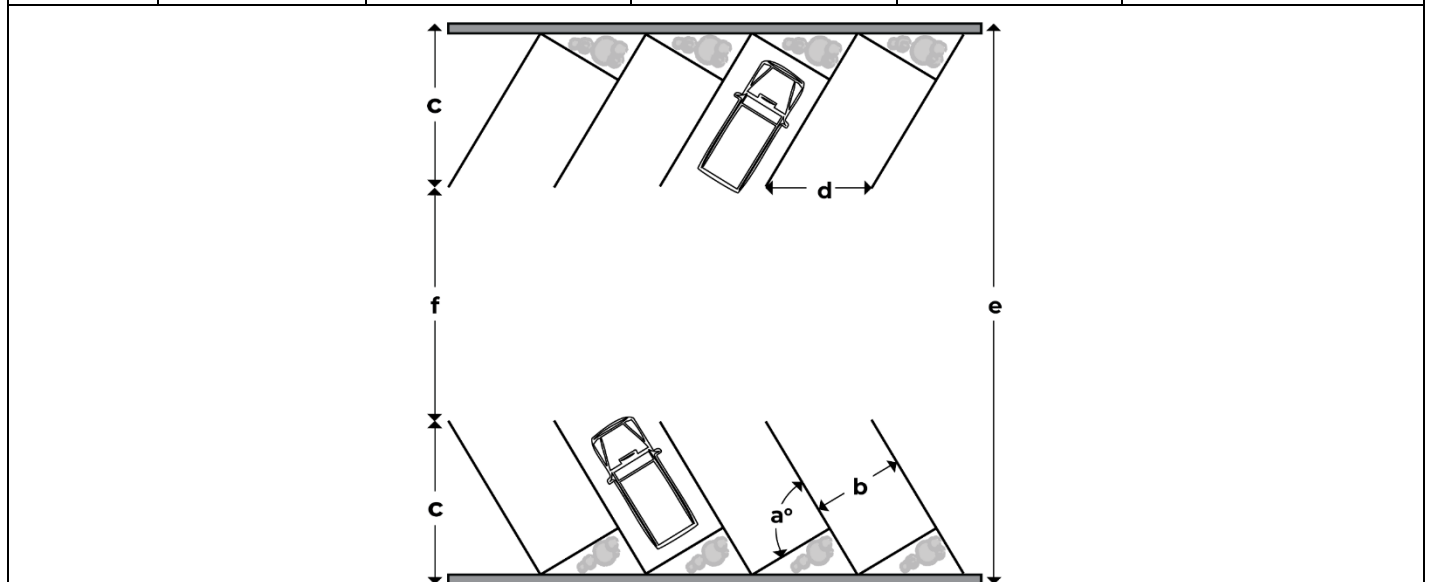
- 9.1.1 In all districts, vehicular entrances and exits onto streets shall only be permitted at locations approved by the Development Authority.
- 9.1.2 In all districts, an off-street parking space shall be provided in accordance with the requirements for each use listed in the table below or determined by the Development Authority.
- 9.1.3 In the case of a use not specified, the number of stalls provided shall be the same for a similar use as determined by the Development Authority.

USE OF BUILDING OR SITE	MINIMUM NUMBER OF PARKING SPACES
Residential Developments	
Single detached, manufactured home, and duplex dwellings	2 per dwelling unit
Multi-family dwellings of one (1) bedroom or less per dwelling unit	1 per dwelling unit and 1 for every 4 dwelling units for guest parking
Multi-family dwellings of two (2) or more bedrooms per dwelling unit	1.5 per dwelling unit and 1 for every 4 dwelling units for guest parking
Senior citizen self-contained dwelling unit	1 for every 2 dwelling units
Commercial Developments	
Business, public administration and offices other than medical or dental offices/clinics	1 space for every 40.0 m ² of gross floor area
Medical and dental offices or clinics	1 space for every 30.0 m ² of gross floor area
Retail/service shops with a gross floor area of 1,000.0 m ² or less	1 space for every 45.0 m ² of gross floor area
Retail/service shops with a gross floor area between 1,000.00 m ² and 4,000.0 m ²	1 space for every 27.0 m ² of gross floor area
Retail/service shops with a gross floor area of more than 4,000.0 m ²	1 space for every 25.0 m ² of gross floor area
Dine-in restaurants	1 per 4 seating spaces or 1 space of every 2.8 m ² used by patrons, whichever is deemed to be the most applicable standard given the nature of the application as determined by Development Authority.
Restaurant (food exclusively taken off site for consumption)	1 space for every 13.0 m ² of gross floor area plus 1 for each 3 employees on maximum shift.
Automobile service center	1 space for every 46.0 m ² of gross floor area. Parking for customers and service department shall be clearly identified.
Hotels, Motels	1 per sleeping unit and 1 space per 3 employees on maximum shift
Industrial Developments	
Light manufacturing plants; warehouse space; wholesale and storage buildings and yards; public utility buildings; medium to heavy manufacturing plants, mills, or shops	1 space for every 3 employees on maximum shift. These standards may be varied, at the discretion of the Development Officer or Municipal Planning Commission, to accommodate visitors parking spaces, where applicable.
Other Developments	
Places of Assembly Private clubs or lodges, funeral homes/chapels, auditoriums, places of worship, halls, theatres, cinemas and other amusement or recreational establishments	1 per 5 seating spaces or 1 space for every 4.6 m ² used by patrons, whichever is deemed to be the most applicable standard given the nature or the application as determined by the Development Officer or Municipal Planning Commission.

Schools	5 plus 1 per daytime school employee on maximum shift
Group care facilities, senior citizens lodges and nursing homes	1 space for every 100.0 m ² of gross floor area
Daycare facilities	1 space for every 34.0 m ² of gross floor area plus 1 per staff member

- 9.1.4 In all districts, if not otherwise provided for, in regulating the facilities for off-street parking, the owner of the land to be developed may, subject to the approval of the Development Authority;
- Provide the required off-street parking on land other than the one proposed to be developed; or
 - In lieu of providing off-street parking, pay the County such amount of money on such terms as the Council considers reasonable in return for the equivalent public parking space to be provided by the County elsewhere in the district. Any money so received by the County shall be used only for the development of off-street parking facilities.
- 9.1.5 Where a development on a parcel may be considered to be more than one land use category, the required number of spaces shall be the sum of the requirements for each of the uses as specified above.
- 9.1.6 Minimum dimensions of maneuvering aisles and parking stalls shall be in accordance with the following regulations:

PARKING ANGLE IN DEGREES	WIDTH OF STALL	DEPTH OF STALL PERPENDICULAR TO MANEUVERING AISLE	WIDTH OF STALL PARALLEL TO MANEUVERING AISLE	OVERALL DEPTH	WIDTH OF MANEUVERING AISLE (ONE-WAY)
a	b	c	d	e	f
0	2.7 m (8.86 ft)	2.7 m (8.86 ft)	7.0 m (22.97 ft)	9.1 m (29.86 ft)	3.6 m (11.81 ft)
30	2.7 m (8.86 ft)	5.2 m (17.06 ft)	5.5 m (45.87 ft)	14.0 m (45.93 ft)	3.6 m (11.81 ft)
45	2.7 m (8.86 ft)	5.8 m (19.03 ft)	4.0 m (13.12 ft)	15.2 m (49.87 ft)	3.6 m (11.81 ft)
60	2.7 m (8.86 ft)	6.1 m (20.01 ft)	3.1 m (10.17 ft)	18.2 m (59.71 ft)	6.0 m (19.69 ft)
90	2.7 m (8.86 ft)	6.1 m (20.01 ft)	2.7 m (8.86 ft)	19.5 m (63.98 ft)	7.3 m (23.95 ft)



9.2 ACCESSORY BUILDINGS & USES

- 9.2.1 When an accessory building is proposed for use as a temporary residence prior to construction of the principal residence and will at some future date be converted back to a proper accessory use (as a garage or storage building), the “temporary residence” accessory building will be treated as a permanent residence and shall comply with the County’s minimum residential floor area requirements and the Alberta Building Code requirements for a permanent residence. County may require of the applicant a letter of undertaking and the posting of a security to ensure conversion of the “temporary residence” into an accessory building.
- 9.2.2 Notwithstanding the definition of an accessory building as prescribed in this Bylaw, accessory buildings (in the form of a garage or shed only) may be permitted on a discretionary basis on a vacant residential parcel prior to the establishment of the principal residence. Development Authority shall not approve a development permit for an accessory building in this instance unless it is satisfied that the accessory building is designed, sited, constructed, finished, and sided in a manner that is visually compatible and harmonious with the residential character of the surrounding parcels and the neighborhood in general.
- 9.2.3 Where a structure is attached to the principal building on a site by a roof, an open or enclosed structure, a floor, or a foundation it is to be considered a part of the principal building and shall not be considered as an accessory building.
- 9.2.4 Notwithstanding any other part of this Bylaw, the siting of an accessory building on an irregularly shaped parcel shall be at the discretion of the Development Officer or Municipal Planning Commission.

9.3 CORNER & DOUBLE FRONTING SITES

- 9.3.1 In all Land Use Districts, a site abutting onto 2 streets or more shall have a front yard setback on each street in accordance with the front yard regulation of this Bylaw.
- 9.3.2 In all cases, the location of buildings on corner sites shall be subject to the approval of the Development Officer or Municipal Planning Commission who may, at their discretion, relax one front yard setback requirements taking into account the alignment, location, and orientation of existing adjacent buildings or the permitted setback on adjacent sites where a building does not exist.
- 9.3.3 No structure shall be placed on a corner lot in such a manner that the line of sight at the intersection of the abutting streets would result in a traffic hazard. All structures more than 1.0 m (3.3 ft) in height shall be no closer than 6.1 m (20.0 ft) from the point where the streets intersect.

9.4 DESIGN CHARACTER & APPEARANCE OF BUILDINGS & STRUCTURES

- 9.4.1 Quality of exterior treatment and design of all buildings shall be to the satisfaction of the Development Authority.
- 9.4.2 Pursuant to 9.4.1, the Development Authority shall consider the following when reviewing development proposals in all Land Use Districts:
- a. Design, character, and appearance of all buildings with respect to their compatibility with any other buildings existing in the vicinity;
 - b. Design of the building must be consistent with the purpose of the Land Use District in which it is located; and/or
 - c. Building shall comply with any provisions of any statutory plan which sets out specific guidelines as to the design, character, appearance or building materials to be used within a Land Use District or area;
- 9.4.3 Development Authority shall encourage buildings to be sited and constructed so as to maximize passive solar energy gain.

9.5 DEVELOPMENT WITHIN OR ADJACENT TO ROADWAYS

9.5.1 No development permit shall be issued for a development within 30.0 m (98.4 ft) of the boundary of the right-of-way of a highway until a permit under regulations made in accordance with the *Public Highways Development Act*, RSA 2000, has been issued by Alberta Transportation.

9.5.2 Clearing of trees or vegetation or the use of undeveloped government road allowances shall not be allowed without a road use agreement with the County.

9.5.3 On a parcel of land located adjacent to a local road, no development shall be permitted within 30.0 m (98.4 ft) of the property line as illustrated in Figure 4.

9.5.4 On a parcel of land located at the intersection of a road or highway, no development shall be permitted within the areas illustrated in Figure 4.

9.5.5 No buildings, fences, trees, haystacks, or other similar obstructions to visibility shall be permitted at the intersection of 2 local roads as illustrated in Figure 4.

9.5.6 On a parcel of land located on the inside of a road curve, no development shall be permitted within the areas illustrated in Figure 5.

9.5.7 Where a local road intersects a highway, the Highway Development Control Regulations shall apply to lands adjacent to the highway where it intersects.

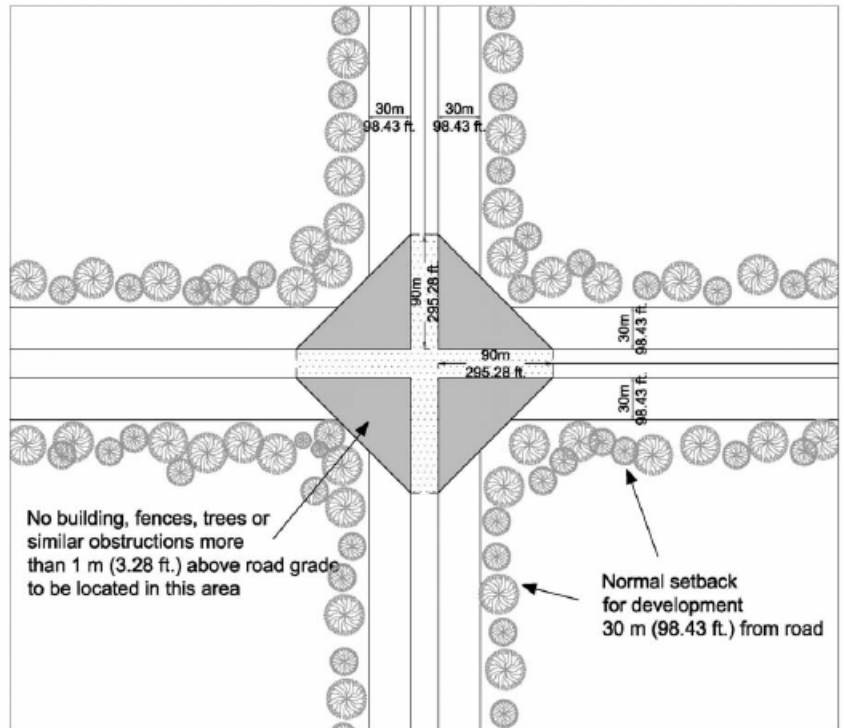


Figure 4: Location of Development at the Intersection of a Minor Two-Lane Highway with a Local Road

9.6 BUILDING SETBACKS & SETBACKS FROM PROPERTY LINES

9.6.1 The following provisions shall apply to all buildings in all Land Use Districts unless otherwise stated in the respective Land Use District or at the discretion of the Development Authority.

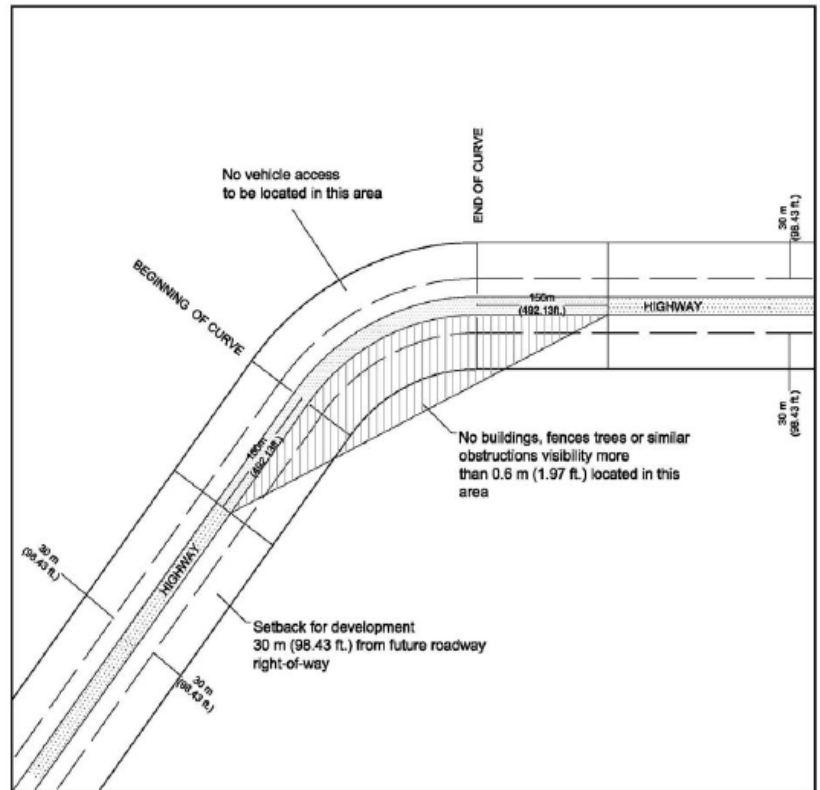


Figure 5: Location of Development in the Inside of a Road Curve

9.6.2 Where a lot is separated from a roadway by a buffer strip, the lot is considered adjacent to the roadway for the purpose of setbacks.

9.6.3 Where an internal subdivision road or service road parallels a municipal road allowance, arterial road, or a highway, the greater setback shall be required.

9.6.4 A municipal service road shall be treated as a municipal road allowance for the purpose of applying setback regulations.

9.6.5 All residential and accessory buildings shall be set back a minimum distance of 40.0 m (131.0 ft) from the property line. If the development is adjacent to a minor highway, then all residential and accessory buildings shall be set back a minimum distance of 30.0 m (98.4 ft) from the property line as illustrated in Figure 6.

9.6.6 On Country Residential parcels adjacent to internal subdivision roads all residential and accessory buildings shall be set back a minimum distance of 7.5 m (24.0 ft) from the property line of the residential property as illustrated in Figure 7.

9.6.7 On Country Residential parcels adjacent to a municipal road allowance all residential and accessory buildings shall be set back a minimum distance of 30.0 m (98.4 ft.) from the property line of the residential property as illustrated in Figure 7.

9.6.8 Minimum separation distance between a dwelling and an accessory building in the Urban Residential Land Use District and for resort cottages shall be 2.0 m (7.0 ft).

9.6.9 Minimum side yard setback for a single-family dwelling or an accessory building in the Urban Residential Land Use District and for resort cottages shall be 1.5 m (5.0 ft). Figure 8 illustrates front, rear and side yard setbacks for dwellings and accessory buildings.

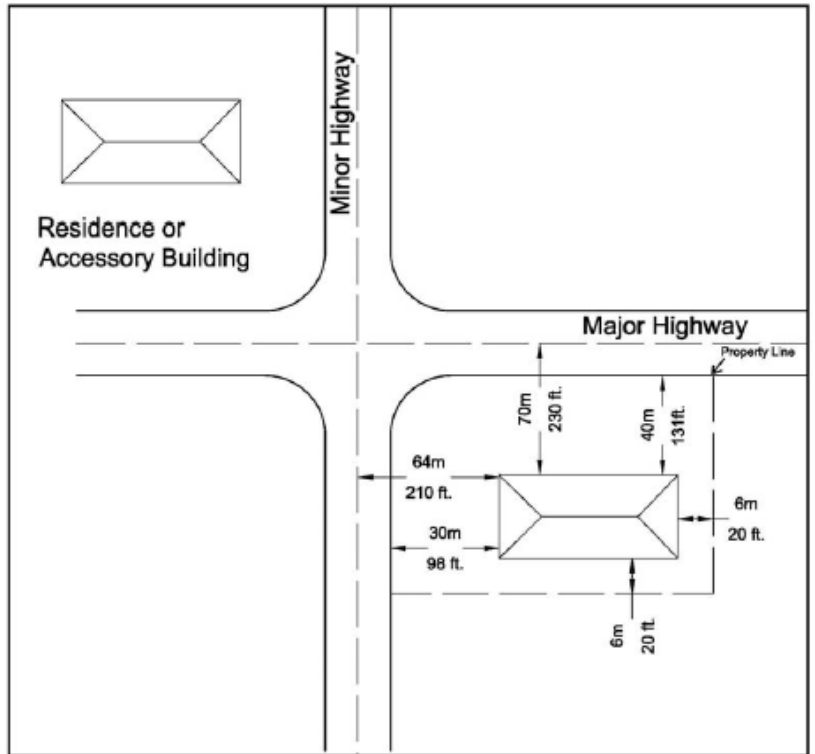


Figure 6: Setback for Dwellings & Accessory Buildings from Highways

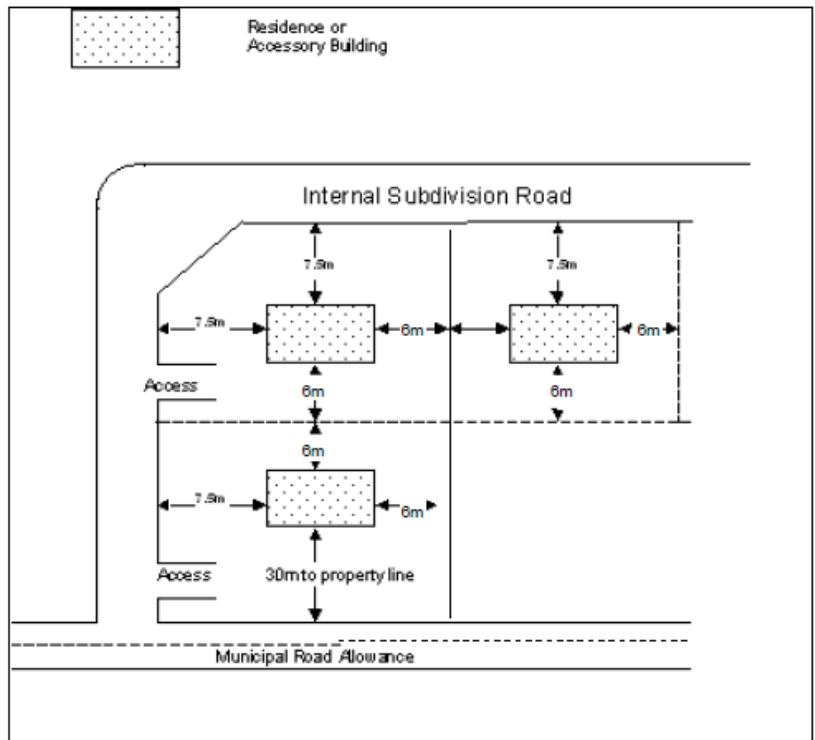
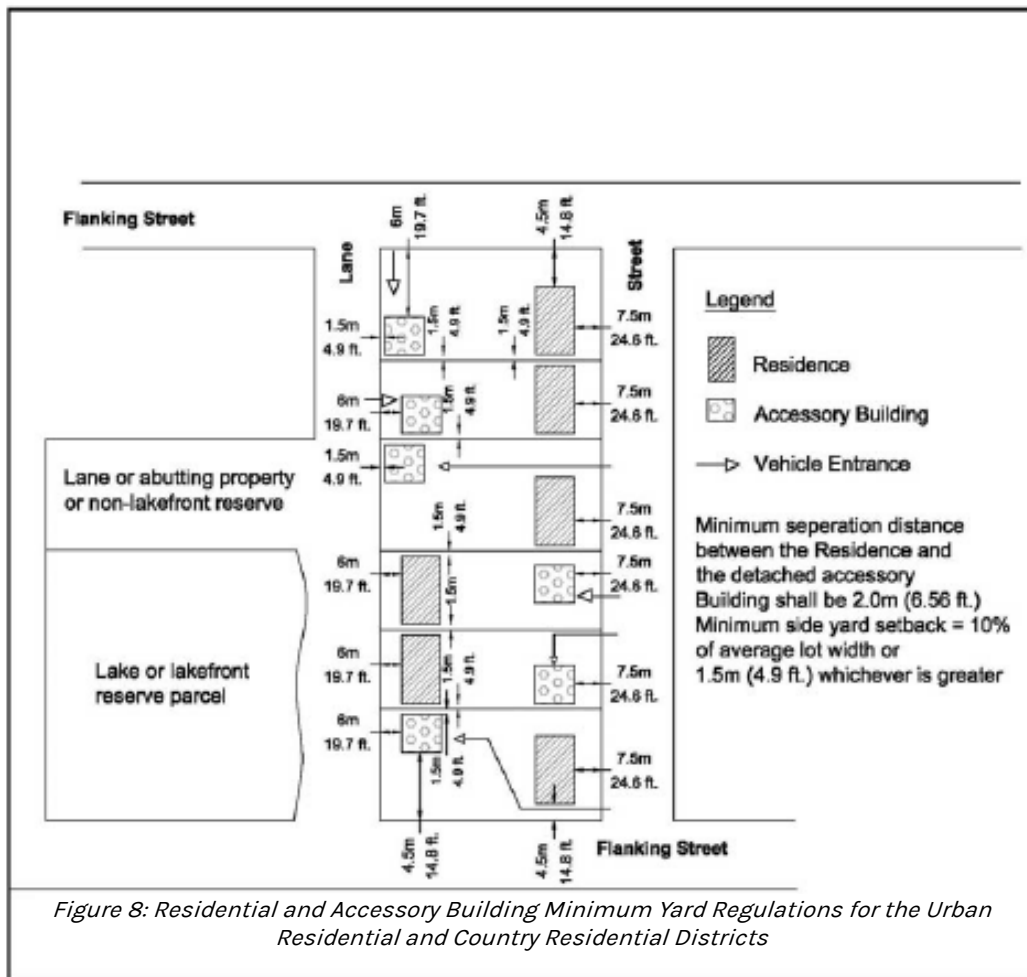


Figure 7: Residential & Accessory Building Setbacks from Internal Subdivision Roads and Government Road Allowances



9.7 DEVELOPMENT ON OR NEAR SLOPES

- 9.7.1 For the purpose of this Section, "top of bank" is as determined by the Development Authority in consultation with Alberta Environment & Protected Areas.
- 9.7.2 Notwithstanding the yard requirements prescribed in the applicable District or an approved statutory plan, no permanent buildings shall be permitted within 30.0 m (98.4 ft) of the top of the bank of any water body (being a named lake or pond) and no development shall be permitted within 30.0 m (98.4 ft) of the top or bottom of an escarpment, bank, or slope where the grade exceeds 15% (fifteen percent).
- 9.7.3 Development Authority may require a greater setback than is prescribed in Section 9.7.2.
- 9.7.4 Notwithstanding that a development conforms in all respects with this Bylaw, including Section 9.7.2 and 9.7.3, where the application is for development on lands that are, or may be, subject to subsidence, the Development Authority shall not issue a development permit unless the applicant can demonstrate, by means of an engineering report bearing the seal and signature of a professional engineer registered in the Province of Alberta, that preventive engineering and construction measures can be instituted to make the parcel suitable for the proposed development.
- 9.7.5 Further to Section 9.7.4, the Development Authority may, at its discretion, require that the development site and buildings be designed by a professional engineer registered in the Province of Alberta.
- 9.7.6 Development Authority may, at its discretion, reduce the setback requirements established pursuant to Sections 9.7.2 and 9.7.3 if the applicant provides satisfactory proof of bank stability for the purposes of the proposed development.

9.8 ENVIRONMENTAL STANDARDS

- 9.8.1 Development shall not be allowed to detrimentally affect natural features such as ponds, streams, and wetlands, but shall preserve and incorporate such features into the site design. In addition:
- a. Development of, or in proximity to, wetland areas shall only be undertaken where:
 - i. it minimizes alterations in the natural flow of water which nourishes the wetlands; and
 - ii. it protects wetlands from adverse dredging or in-filling practices, situation or the addition of pesticides, salts or toxic materials.
 - b. Location of natural features and the site's topography shall be considered in the designing and siting of all physical improvements.
- 9.8.2 Developments must adhere to the following land management practices:
- a. Stripping of vegetation or grading shall be done in a manner which will minimize soil erosion by ensuring that the extent of the disturbed area and the duration of its exposure is minimized, and that all grading work should be designed to blend with the natural contours of the land;
 - b. Natural vegetation shall be retained and protected whenever possible;
 - c. Natural drainage patterns should not be disturbed and changes to watercourses shall be avoided except where controlled improvements are warranted subject to approval from Alberta Environment & Protected Areas; and
 - d. Developments shall not adversely affect groundwater resources or increase storm water runoff velocity in a way that water levels on other lands are substantially raised or the danger from flooding increased.
- 9.8.3 A minimum buffer strip of 30.0 m (98.4 ft) shall be preserved from the top of bank of any permanent river. No structures of any kind that would require a development permit shall be permitted within this setback area. Development Authority may require the developer to provide a soil analysis, additional setbacks, or other similar matters where site circumstances may warrant the same.
- 9.8.4 Notwithstanding Section 9.8.3, development setbacks from permanent natural water bodies shall be at the discretion of the Development Authority.

9.9 EXISTING SUBSTANDARD LOTS

- 9.9.1 Proposed developments on existing substandard lots may be considered by the Development Authority. In considering an application for a development permit, the Development Authority shall have consideration for compliance with the current Private Sewage Disposal Systems Regulation, Public Housing Regulations and Alberta Safety Codes.

9.10 HISTORICAL AND ARCHEOLOGICAL SITES

- 9.10.1 Historical sites or archaeological sites identified pursuant to the *Alberta Historical Resources Act*, RSA 2000, shall be protected in accordance with the guidelines established by Alberta Culture & Community Spirit.

9.11 INTEGRATED RESOURCE PLANNING AREA

- 9.11.1 Development Authority and/or Subdivision Authority shall consider the policies of the Athabasca River Sandhills Integrated Resource Plan when evaluating subdivision and development applications within those areas contained within the plan as shown on Figure 9.

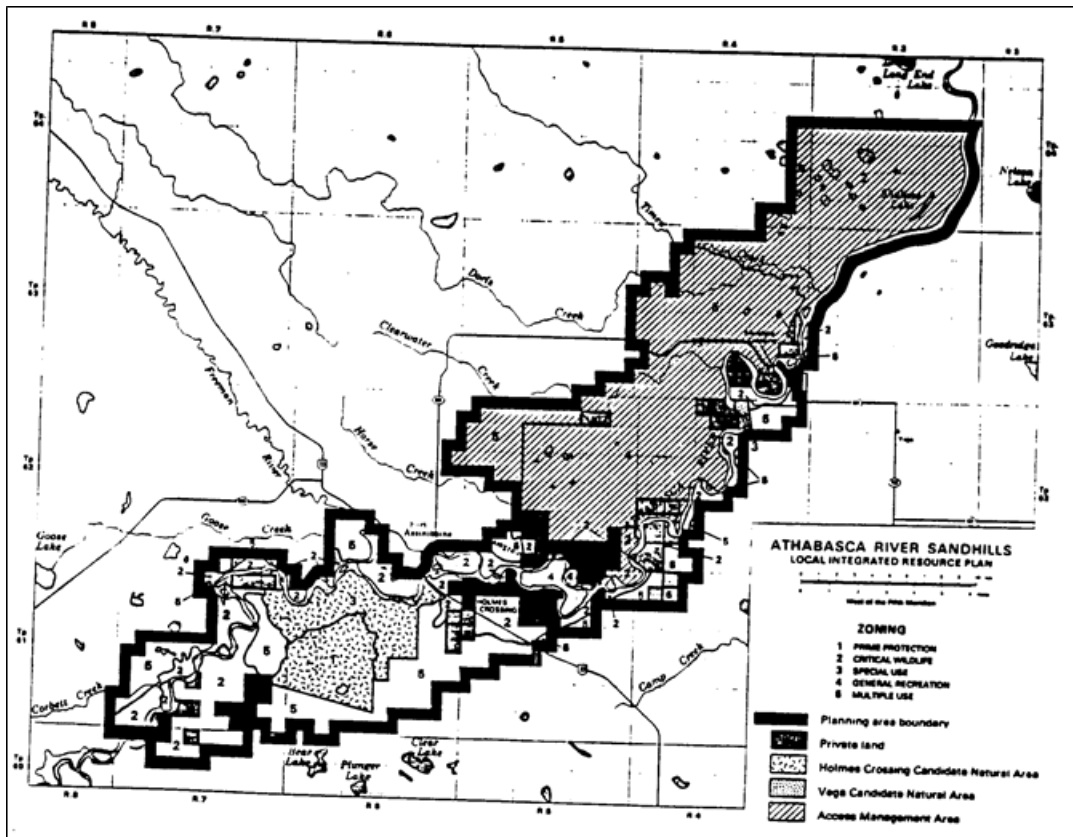


Figure 9: Athabasca Sandhills Integrated Resource Planning Area

9.12 LANDSCAPING & LOT COVERAGE

General

- 9.12.1 A Landscaping Plan may be required in support of a development permit application in a Residential, Commercial, or Industrial Land Use District where the proposed development could have an impact on offsite drainage, in the opinion of the Development Authority. When required, Landscaping Plans shall include the site plan requirements outlined in Section 5.5 and identify the following:
- a. Location of adjacent sidewalks, pathways, driveway entrances, easements, rights-of-way, and laneways;
 - b. All existing and proposed berms, contours, walls (including retaining walls), fences;
 - c. Existing lot elevations and lot drainage information;
 - d. Proposed lot elevations, grading, and drainage information;
 - e. Location and area of all existing vegetation to be retained on the site;
 - f. Location, dimensions, areas, and description or illustrations of all existing and proposed:
 - i. non-permeable surfaces;
 - ii. non-native vegetation (where applicable) including trees and shrubs;
 - iii. native vegetation (where applicable) including trees and shrubs;
 - g. Other soft landscaping elements and permeable surfaces other than vegetation (e.g., rock gardens, gravel, permeable pavement, etc.).
- 9.12.2 When a Landscaping Plan is required with an application for a development permit, no landscaping shall commence prior to the plan being approved by the Development Authority.

Landscaping in the Residential Recreation District

- 9.12.3 Landscaping within the Residential Recreation Land Use District shall be designed to:
- a. Enhance privacy;

- b. Comply with Alberta Environment & Protected Area's requirements; and
- c. To maximize water infiltration on a lot.

9.12.4 In the Residential Recreation Land Use District, a minimum of 30% of the total lot area shall be covered in vegetation.

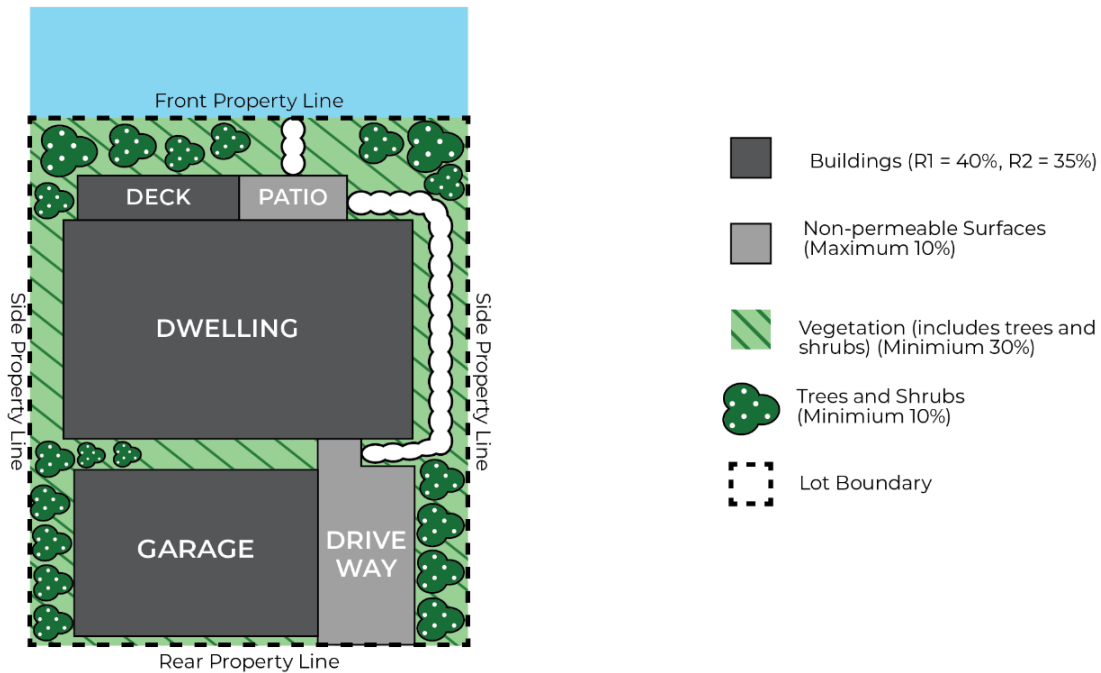


Figure 10: Lot Coverage Requirements

- 9.12.5 Of the 30% minimum vegetation cover identified in 9.12.4, a minimum of 10% shall be trees and shrubs (see Figure 10 for an illustration of landscaping site coverage requirements in the Residential Recreation Land Use District).
- 9.12.6 Area of the lot covered in non-permeable surfaces (e.g., driveways, patios, paving stones, sidewalks, asphalt, concrete) excluding the buildings shall not exceed 10% of the total lot area or 140.0 m² (1,500 ft²), whichever is less (see Figure 10).
- 9.12.7 Landscaping Plans should incorporate low impact development (LID) design strategies to slow and filter excess nutrients and pollutants from entering water bodies and water courses including but not limited to:
 - a. Grading of lots to drain and retain runoff to control and reduce runoff leaving the lot;
 - b. Inclusion of the following clean runoff landscaping strategies:
 - i. within planting beds and natural areas, keep the areas rough, with collection areas for trapping water;
 - ii. where possible include a depression to intercept surface water (including snowmelt) before it leaves the site;
 - iii. minimize turf areas on lakefront lots to decrease soil compaction and proliferation of invasive species;
 - iv. incorporate tools for capturing, treating, and using runoff into lot grading and landscaping;
 - v. incorporate deciduous native plant species and wildflowers into Landscaping Plans to encourage fire suppression, support biodiversity, and increase evapotranspiration.

Landscaping Requirements for Commercial, Industrial, Institutional, Hamlet Uses & Recreational Uses

- 9.12.8 Provisions for and compliance with a Landscaping Plan may be required for development permit applications within a Commercial, Industrial, Institutional Urban Residential, or Recreational Land Use District.
- 9.12.9 When a Commercial, Industrial, Institutional, Urban Residential, or Recreational use is proposed adjacent to a Residential Land Use District or a residential use, a landscaped buffer shall be provided and maintained

on the site of the commercial or industrial development between the commercial or industrial use and the residential use.

9.12.10 Landscaped buffers may consist of the following elements:

- a. Landscaped green space;
- b. Closed or privacy fencing; and/or
- c. Trees and/or earth berming.

9.12.11 Boulevards, buffer strips, drainage easements, retention and detention ponds, walkways and playgrounds shall be landscaped to the satisfaction of the Development Authority.

9.13 LOT GRADING & DRAINAGE

9.13.1 Alteration of natural drainage patterns on a parcel shall require a development permit, except as associated with extensive agricultural uses or as provided for in Section 5.3.

9.13.2 Alteration of parcel grades (including filling or raising the grade of a parcel) shall require a development permit, except as associated with extensive agricultural uses or as provided for in Section 5.3.

9.13.3 Further to 9.13.1 and 9.13.2, development permits shall be required for:

- a. Stripping and/or grading that may:
 - i. Alter surface water drainage from the site (excluding extensive agricultural uses);
 - ii. Affect neighbouring property or public lands; or
 - iii. Deviate from an approved lot grading and drainage plan;
- b. Moving, depositing, or removal of topsoil, fill, aggregate or similar material (excluding extensive agricultural uses); and
- c. Any other development that:
 - i. Alters drainage on the site (excluding extensive agricultural uses);
 - ii. Increases runoff onto adjacent lands; or
 - iii. Alters the quantity or quality of runoff into a watercourse or water body.

9.13.4 Land shall be graded so that excess clean natural run-off water flows into the lake, a collection area, or a street. Water shall not be diverted to flow from one lot onto a neighbouring lot unless a drainage easement is agreed in writing between the effected property owners and the County.

9.13.5 A private driveway or walkway across a boulevard or ditch shall be constructed so as not to interfere with the natural flow or absorption of water and a culvert shall be installed to the specifications of the County.

9.13.6 Design and installation of a culvert which carries water away from a lot or runs across a driveway, walkway, boulevard, or ditch shall comply with County design standards.

9.13.7 Site grading shall not be permitted to impede or interfere with the natural flow of surface water onto adjacent municipal lands or public ditches, or neighbouring properties without approval from Alberta Environment & Protected Areas and the County.

9.13.8 A lot grading and drainage plan shall be required as part of the development permit application for:

- a. Stripping and/or grading that would alter surface water drainage from the site, adversely affect neighbouring property or public lands, or deviate from an approved lot grading and drainage plan; and
- b. Any other development that:
 - i. Alters drainage on the site;
 - ii. Increases runoff onto adjacent lands; or
 - iii. Alters the quantity or quality of runoff into a watercourse or water body

9.13.9 Where a lot grading and drainage plan is required, it shall be prepared by a qualified professional and shall:

- a. Identify pre-development and post development lot elevations and grades;
- b. Specify design elevations, surface gradients, and swale locations;
- c. Demonstrate how runoff will be controlled on the site; and
- d. Include any other drainage information required by the Development Authority.

9.13.10 A Stormwater Management Plan may be required for multi-lot subdivisions and major developments, at the discretion of the Approving Authority.

- 9.13.11 Where a Stormwater Management Plan is required, it must:
- a. Demonstrate that runoff will be managed on the site;
 - b. Conform to municipal stormwater management systems and practices, where applicable;
 - c. Incorporate best management practices and low impact development strategies and technologies for treating stormwater prior to discharge into water bodies, watercourses, or riparian areas;
 - d. Prevent pollution of water bodies, watercourses, or riparian areas; and
 - e. Minimize or mitigate impacts of runoff on adjacent environmentally sensitive lands and hazardous lands.

9.14 NATURAL RESOURCE EXTRACTION/PROCESSING

- 9.14.1 A development permit shall not be issued for sand, gravel, clay, coal, limestone, gypsum, granite, salt, or mineral extraction operation until any necessary reclamation plan and permit/license is approved by the Provincial Government where required.
- 9.14.2 The proponent of a natural resource extraction development shall be required to submit a reclamation plan to the County for its ratification and approval, prior to, or as a condition of, a development permit approval.
- 9.14.3 Where not required to do so by the Province, the proponent of a natural resource extraction industry may, at the discretion of the Development Authority, be required to post with the County security in the form of an irrevocable letter of credit to ensure that reclamation will be completed to the satisfaction of the County's Development Authority.
- 9.14.4 A disturbed area shall be reclaimed to:
- a. At least its former capability for agriculture or recreation; or
 - b. Any other use, which the Development Authority feels, will be beneficial to the County.
- 9.14.5 All stripping, excavation and grading shall be in conformance Section 9.13.
- 9.14.6 Notwithstanding the permitted and discretionary uses prescribed within the various Land Use Districts within this Bylaw, natural resource extraction/processing uses shall be neither permitted nor discretionary if proposed within a multi-parcel residential subdivision or within 305.0 m (1,000 ft) of the boundary of a multi-parcel residential subdivision. Notwithstanding the aforementioned, extraction only uses and activities (i.e., no washing, crushing, processing, etc.) may be permitted on a discretionary permit basis within 305.0 m (1,000 ft) of the boundary of a multi-parcel residential subdivision.
- 9.14.7 The following may be included by the Development Authority when establishing conditions of development permit approval for a proposed natural resource extraction use:
- a. Limitations on the years, months, weeks, days and/or hours of operation;
 - b. Requirements to provide and maintain sufficient dust control to the satisfaction of the County as established in a Road Use Agreement;
 - c. Requirements to provide and maintain onsite dust control measures;
 - d. Posting of adequate signage, including company name and emergency phone numbers, to warn of possible site or operational hazards and dangers;
 - e. Requirement to identify and/or number trucks or equipment involved in any hauling aspects for the development;
 - f. Requirement to enter into a development agreement with the County. The development agreement may be registered on the title of the subject site.
 - g. Methods of minimizing noise in relation to the activities of the operation; and/or
 - h. Methods of ensuring buffing of noise, dust, and outdoor storage from adjacent properties.
- 9.14.8 Extraction operations, such as sand, gravel and other mineral resource workings shall be permitted to proceed only after the issuance of proper licenses that indicate compliance with the appropriate provincial legislation and regulations.
- 9.14.9 County should not allow residential, commercial, or industrial development to occur on known commercial deposits of sand and gravel or other mineral resources if that development will prevent the future extraction of the resource.

- 9.14.10 Council shall urge the province to comply with the policies of this section and the overall intent of the County Resource Extraction Strategy when developing natural resource extraction activities that are exempt from control under the *Act*.
- 9.14.11 Natural resource processing should be handled as a form of industrial development and be subject to the appropriate industrial policies of this Bylaw.

9.15 NUMBER OF DWELLING UNITS ON A LOT

- 9.15.1 Maximum number of dwelling units permitted on any parcel of land shall not exceed one (1) except when the second or additional dwelling units are proposed to be constructed or located on a parcel of 60.7 ha (150.0 ac) in area or more.
- 9.15.2 Maximum number of dwelling units permitted on any parcel of land exceeding 60.7 ha (150.0 ac) in size shall be at the discretion of the Development Authority.
- 9.15.3 Subject to the minimum parcel size requirement provided in Section 9.15.2, the development of a second or additional dwelling on any parcel of land shall be allowed provided that:
- A physical separation of a minimum of 45.0 m (147.6 ft) is provided between dwellings;
 - Dwellings are situated such that a subdivision placing the 2 dwellings on separate parcels could be easily undertaken;
 - All the residential development on the subject site adheres to the current Alberta Private Sewage Systems Standard of Practice with respect to sanitary sewage disposal; and
 - If the second or additional dwelling is to utilize the same water well, power supply, or other services as the first or another building, all such services and the dwellings are to be developed and located such that all the requirements of both private service companies and Provincial Regulations are met.
- 9.15.4 Sections 9.15.1, 9.15.2, and 9.15.3 shall not apply when the second or any additional dwelling or dwelling unit is:
- A guest house;
 - To be occupied by a person who is employed in an existing agricultural operation;
 - Contained in a building designed for or divided into two (2) or more dwelling units;
 - A manufactured home dwelling as defined in this Bylaw
 - Located within a manufactured home park;
 - In a building that is the subject of a condominium plan registered at the Land Titles Office under the *Condominium Property Act*.
- 9.15.5 If approving a development permit under Section 9.15.4, and other provisions of this Bylaw the following must be met to the satisfaction of the Development Authority.
- Suitability of the site for the proposed dwelling;
 - Length of time that the developer requires the proposed building;
 - Access to and from the site;
 - Provision of proper water and sewer services;
 - Existing and future surrounding land uses;
 - Whether the proposed development meets the spirit and intent of the Land Use District in which the permit is sought; and
 - Mobility characteristics of the proposed dwelling.
- 9.15.6 Development Authority may require the submission of a Real Property Report in support of a Development Permit application for a second dwelling on a parcel.

9.16 POTENTIAL FLOOD HAZARD AREAS

- 9.16.1 Development on lands which may be subject to flooding may be discouraged, especially on lands which are within the 1:100-year flood-plain, as determined by Alberta Environment & Protected Areas and the County.
- 9.16.2 In reviewing a development permit application for a development on a site which may be subject to flooding or that is located in a designated flood-plain, the Development Authority may consider flood damage reduction measures and may approve the proposed development subject to any or all of the following:

- a. Usage of piles, posts, or piers to raise the development above the identified flood level;
- b. "Wet flood-proofing" standards which allow basements to be flooded without significant damage to the structure;
- c. Other flood damage reduction measures as approved by Canada Mortgage & Housing Corporation;
- d. Diking of the watercourse;
- e. Increased development setbacks from the watercourse;
- f. Identification of specific development locations and/or orientations;
- g. Usage of back-flow prevention valves (stop valves);
- h. Any other flood measures deemed necessary by the Development Officer;
- i. A certificate from a qualified professional engineer certifying that the design for the proposed development was undertaken with full knowledge of the potential for flooding on the subject property; and
- j. Comments and recommendations from Alberta Environment & Protected Areas.

9.17 PROTECTION FROM EXPOSURE HAZARDS

- 9.17.1 Location of any anhydrous ammonia or liquefied petroleum gas (AAG or LPG) storage tank with a water capacity exceeding 9,000 litres (1,979.8 imperial gallons) shall be in accordance with the requirements of the Development Authority but in no case shall be less than a minimum distance of 120.0 m (393.7 ft) from assembly, institutional, mercantile, or residential building.
- 9.17.2 AAG or LPG containers shall be located in accordance with regulations under the Alberta Fire Code and/or *Safety Codes Act*.
- 9.17.3 Flammable liquids storage tanks at bulk plants, service stations, or for personal use in a residential area shall be located in accordance with regulations under the Alberta Fire Code and/or *Safety Codes Act*.
- 9.17.4 Setbacks from pipelines or other utility corridors shall be as required by the Development Officer, or Municipal Planning Commission, and the appropriate provincial legislation and regulations.

9.18 SANITARY FACILITIES

- 9.18.1 All buildings erected, placed, or moved into Land Use Districts established by the Bylaw, to be used for a dwelling unit, commercial or industrial purpose shall be provided with sanitary facilities to the satisfaction of the appropriate regulatory authority.

9.19 SIGN REGULATIONS

- 9.19.1 Development approvals for signage adjacent to highways shall be subject to the approval of Alberta Transportation & Economic Corridors and the County.
- 9.19.2 Signs that do not conform to the requirements of Section 5.3.1.u require a development permit.
- 9.19.3 Advertising signs shall be approved on a discretionary basis within the AG, AC, RC, AP, C/I, HC, CRC, and UC Land Use Districts.
- 9.19.4 In considering a development permit application for signs, the Development Authority may consider such factors as location of the proposed sign, distance from roadway, size (copy area), height, degree of illumination, and any other matters deemed relevant to the Development Authority.
- 9.19.5 No sign or advertisement shall resemble or conflict with a traffic sign, nor shall it present a traffic hazard.
- 9.19.6 All signs shall be kept in a safe, clean, and tidy condition and may be required to be renovated or removed where not maintained.

9.20 OBJECTS PROHIBITED OR RESTRICTED IN YARDS

- 9.20.1 No person shall keep or allow any heavy vehicle in the Urban Residential (UR), Country Residential Restricted (CRR), or Residential Recreation (RR) Land Use Districts unless a development permit for that use is issued by the Development Authority. Such permits will only be issued if, in the opinion of the Development Authority, such development will not unduly interfere with the amenities of the area in which the

development is located, or materially negatively interfere with or affect the use, enjoyment or value of neighbouring lots.

- 9.20.2 Within the Residential Recreation (RR) Land Use District no person shall keep or permit in any part of a yard the following:
- a. Any dismantled or wrecked vehicle for more than 14 consecutive days;
 - b. Any vehicle weighing in excess of 4,500 kg gross vehicle weight for longer than is reasonably necessary to load or unload such a vehicle;
 - c. Any object or chattel that, in the opinion of the Development Authority, is unsightly or may adversely affect the use and enjoyment of adjacent or surrounding properties;
 - d. Any excavation, storage, or stockpile of materials required during the construction stage unless all necessary safety measures are undertaken to the satisfaction of the Development Authority. The owner of such materials or excavations must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete construction work; or
 - e. Any portable or permanent gas or fuel tanks larger than 100 litres.
- 9.20.3 Notwithstanding 9.20.2.e above, the placement of propane storage tanks larger than 100 litres on a lot for the sole purpose of heating or servicing a dwelling or accessory building may be allowed within a yard at the discretion of the Development Authority.

9.21 ANIMAL/BIRD REGULATIONS

- 9.21.1 On any agricultural or non-residential parcel in any Land Use District, no more than four (4) adult dogs shall be allowed unless a permit for a small animal breeding and boarding operation has been granted pursuant to Section 9.22 of this Bylaw.
- 9.21.2 On any residential parcel in any non-agricultural Land Use District, no more than two (2) dogs shall be allowed unless a permit for a small animal breeding and boarding operation has been granted pursuant to Section 9.22 of this Bylaw.
- 9.21.3 On residential parcels 0.81 ha (2.0 ac) in size or larger within:
- a. Non-agricultural Land Use Districts; and
 - b. Approved Intermunicipal Development Plans;
- additional animal units shall be allowed in accordance with the following:

RESIDENTIAL PARCEL SIZE		ADDITIONAL ALLOWABLE NUMBER OF ANIMAL UNITS
0.8 - 1.2 ha	(2.0 - 2.9 ac)	1
1.2 - 1.6 ha	(3.0 - 3.9 ac)	2
1.6 - 2.0 ha	(4.0 - 4.9 ac)	3
2.0 - 2.4 ha	(5.0 - 5.9 ac)	4
2.4 - 4.0 ha	(6.0 - 9.9 ac)	5
4.0 ha or greater	(10.0 ac or greater)	5, plus the number of animal units permitted for that portion of the parcel in excess of 4.05 ha (10.0 ac)*

*Example: 5.2 ha (13.0 ac) = 5+2=7 total animal units.

- 9.21.4 Keeping of animals not in accordance with Section 9.21.1 shall only be allowed upon issuance of a development permit approval, in those circumstances considered exceptional or unique by the Municipal Planning Commission. For the purposes of this Section, "one animal unit" means the following:

ANIMAL	1 ANIMAL UNIT QUANTITY
Horse, Donkey, Mule, or Ass (over 1 year old)	1
Cow or steer (over 1 year old)	1
Colts (up to 1 year old)	2
Llama	2
Ostrich, emu, or other ratites	2
Calves (up to 1 year old)	2

Sheep or goats	3
Pigs	3
Alpacas	4
Ducks, turkeys, pheasants, geese, or other fowl	10
Chickens	15 Keeping of laying hens will be in accordance with the future County's Animal Control Bylaw.
Rabbits	20
Other animals	At the discretion of the Development Authority Officer

9.22 SMALL ANIMAL BREEDING & BOARDING

- 9.22.1 A small animal breeding and boarding facility which is to be located closer than 305.0 m (1,000 ft) from a residence which is not related to the proposed development shall be considered a discretionary use notwithstanding the use provisions contained within this Bylaw.
- 9.22.2 No small animal breeding or boarding facility for dogs shall be permitted on multi-parcel country residential or urban lots less than 2.0 ha (5.0 ac) in area.
- 9.22.3 For small animal breeding and boarding facilities to be located within 500.0 m (1,640 ft) of a dwelling on another parcel, the County may require that pens, rooms, exercise runs, and holding stalls be soundproofed to the satisfaction of the Development Authority.
- 9.22.4 All facilities applications may be referred to the local Health Authority or animal control agency.
- 9.22.5 No facility or exterior exercise runs that are used to accommodate the animals may be located within 6.1 m (20.0 ft) of any property line of the parcel on which the facility is to be sited adjacent to a residential development or property.
- 9.22.6 All exterior exercise areas (runs) may be required to be enclosed with a fence acceptable to the Development Authority.
- 9.22.7 All dog facilities, including buildings and exterior exercise areas, may be required to be sited to the satisfaction of the Development Authority.
- 9.22.8 Development Authority may regulate the hours that dogs are allowed outdoors.
- 9.22.9 Development Authority may regulate the number of animals based on size and type of animals, size of parcel and proximity to other residences. Pups under six (6) months shall not be included in the number.

9.23 STRIPPING, FILLING, EXCAVATION & GRADING

- 9.23.1 Regulations contained within this Section are intended to apply primarily to those situations where site stripping, filling, excavation, grading and/or re-contouring (including construction of artificial water bodies and dugouts) is proposed:
- Independent of, or prior to, other development on the same parcel or site; or
 - As part of a resource extraction use on the same parcel or site.
- 9.23.2 A development permit application for site stripping, filling, excavation, grading and/or re-contouring (including construction of artificial water bodies and dugouts) shall include the following information:
- Location and area of the site on which the development is proposed;
 - Existing land use and vegetation;
 - Type of excavation, stripping or grading proposed, showing dimensions of the operation or the area of the land and depth to which the topsoil is to be removed, and the effect on existing drainage patterns;
 - Location on the lot where the excavation, stripping or grading is to be made on the lot; and
 - Condition in which the excavation, stripping or grading is to be left when the operation is complete (including submission of site grading or re-contouring plans if required by the Development Authority) or the use of the area from which the topsoil is removed.
- 9.23.3 Where, in the process of development, areas require leveling, filling or grading, the topsoil shall be removed before work commences, stockpiled, and replaced following the completion of the work.

- 9.23.4 Developments involving the construction of artificial water bodies or dugouts may require as a condition of development approval, that it shall be the sole responsibility of the developer to ensure that such signs, fences and boarding area put in place as the developer shall consider necessary to protect the public generally and the residents of the area in particular from any danger arising as a result of the construction or installation of the artificial water body or dugout on the developer's property.
- 9.23.5 A permit is required before the commencement or continuation of the removal of topsoil and such permits shall only be granted where it is shown to the satisfaction of the Development Authority that the land will not be adversely affected by removal. Development Authority may refer any application for removal of topsoil to the Soil Conservation Officer acting under the *Soil Conservation Act*, RSA 2000, as amended or replaced, for approval.
- 9.23.6 Land owned or controlled by the County shall not be cleared until written approval is provided by the Development Authority.

9.24 WILDLAND/URBAN INTERFACE DEVELOPMENT

- 9.24.1 Development Authority and Subdivision Authority shall consider the following when reviewing proposed multi-lot country residential developments located in areas of potential fire hazard:
- a. Provision of adequate water supplies for firefighting purposes;
 - b. Use of fire-resistant building methods;
 - c. Installation of spark arresters on all chimneys;
 - d. Input regarding access for emergency services;
 - e. Provision of a fire guard around multi-parcel country residential developments; and
 - f. Removal of trees, shrubs, and fire fuels adjacent to individual developments and the continued maintenance of a zone with reduced fuels.
- 9.24.2 Development Authority may obtain input from the Alberta Forestry & Parks and the local firefighting service in evaluating wildland development and subdivision applications.

10. SPECIFIC LAND USE REGULATIONS

10.1 ALTERNATE ENERGY SYSTEMS, COMMERCIAL (CAE)

The Province of Alberta and its agencies regulate large scale/commercial energy projects. Under Sections 619 and 620 of the *Act*, the County's regulatory role is very limited. The *Act* (Sec. 619(2)) states that: "A license, permit, approval or other authorization granted by the NRCB, ERCB, AER, AEUB or AUC prevails ..." over "... any statutory plan, land use bylaw, subdivision decision or development decision..." of a municipality.

Purpose of this section is to establish local standards for Commercial Alternate Energy (CAE) System developments, including but not limited to solar, wind, biofuel, geo-thermal, fuel cell, micro-hydro, and other energy producing technologies whose purpose is to produce energy for the commercial market.

10.1.1 Where Provincial or Federal Government or other Agency approval has been received for a CAE, a copy of the approval and supporting documents shall be submitted to the County. Supporting information provided to the Province, Federal Government or other Agency may be used to satisfy some or all the requirements of the County.

Protection of Agricultural Lands

10.1.2 Siting of an CAE should be encouraged to take place on lands considered to be low production, or on poor agricultural land to minimize the conversion of high-capability agricultural soils to other uses. For the purpose of this section, high-capability agricultural soils shall mean lands with soils classified as 4 or higher in the Canada Land Inventory.

General Requirements

10.1.3 A development permit application shall be made for every title upon which the CAE is proposed.

10.1.4 A site plan(s) shall be required for each title but a single, master set of supporting documents may be submitted for the overall project.

10.1.5 No signage for the purpose of advertising, other than the name of the system provider, shall be allowed on a CAE.

Public Consultation

10.1.6 Prior to the submission of a development permit application the Applicant shall:

- a. Arrange and host at least one (1) open house or public meeting, in the general area of the site proposed for the development;
- b. Advertise the time, date, and place of the open house or public meeting:
 - i. in a newspaper circulating within the area of the proposed development, with the advertisement appearing a minimum of two (2) weeks in advance of the public meeting,
 - ii. mail a written notice of the time, date, and place of the open house to all landowners within the area proposed for the development, and all landowners within 2.0 km (1.2 mi) of the boundary of the area proposed for the development;
- c. Information provided at the public meeting shall be all the information that would be required as part of a development permit application for the proposal;
- d. Opportunities for questions and input from the public shall be allowed;
- e. A summary of the presentation and the public input shall be recorded.

10.1.7 If public consultation was held as part of the Provincial approval process, the Applicant may submit the details of that consultation to the County to satisfy the requirements of Section 10.1.6.

Safety

10.1.8 All applications shall include:

- a. An emergency response plan; and

- b. A detailed safety plan identifying any special rescue needs for workers that are beyond the local emergency responders' equipment and training capability.

10.1.9 All applicable Safety Codes permits are required to be obtained.

Transmission Lines

10.1.10 All collector lines, (less than 69 kV) on the site of a CAE generating electrical power, shall be underground, except where the Development Authority approves otherwise.

Color & Finishes

10.1.11 Buildings, blades, supporting structures, and accessory buildings shall be painted or coated in non-reflective and non-glossy tones and/or colors which minimize the obtrusive impact of a CAE.

10.1.12 No brand names, lettering or advertising shall appear on buildings, towers, blades, support structures or accessory buildings and structures.

10.1.13 Lettering or imagery that may appear on the lowest 3.0 m (9.8 ft) of a tower or building of a CAE are the manufacturer's identification and contact information, the operator's identification and contact information, emergency contact information.

County Standards

10.1.14 All roads, approaches, culverts, fences, or other County infrastructure to be replaced, constructed, upgraded, or reconstructed, shall be built to the County's standards current at the time of construction.

Referral

10.1.15 Prior to deciding upon an application for a CAE, the Development Authority may refer for the review and comment, and consider any input received from the following entities:

- a. Alberta Utilities Commission;
- b. Alberta Transportation & Economic Corridors;
- c. Transport Canada;
- d. NavCanada;
- e. Alberta Electrical Systems Operator;
- f. Adjacent municipality if the application area is within 2 km (1.2 miles) of the municipal boundary; and,
- g. Any other person, departments, agency, commission, or government the Development Authority deems necessary.

Decommissioning

10.1.16 Decommissioning and reclamation shall take place in compliance with the applicable provincial standards of the day the site is decommissioned. If no standards are in place at the time of a development permit application, the Applicant shall provide a plan outlining how the site will be decommissioned and reclaimed to the site's predevelopment state as part of the development permit application. The decommissioning plan shall include information on the following:

- a. Treatment of buildings, footings, foundations, structures, and wires;
- b. Reclamation of access roads, driveways, pathways, storm ponds, drainage systems, and other similar disturbances;
- c. Type and suitable vegetation and/or ground cover to be planted and/or seeded;
- d. Notice to be given to landowners and the County;
- e. Containment of hazardous materials;
- f. Site security;
- g. Haul routes for disposal materials;
- h. Control of noise, dust, particulates, and weeds; and
- i. Discussion of the timetable for decommissioning.

Financial Security

10.1.17 As a condition of development approval, the County may require financial security, in the form satisfactory to the Development Authority, to ensure the Reclamation/Decommissioning Plan is implemented and to cover assignment and bankruptcy. The condition may include a periodic review of the security to ensure the amount is sufficient to implement the Reclamation/Decommissioning Plan.

Discontinuance

10.1.18 Should an Alternate Energy Development discontinue producing power for a minimum of 2 consecutive years, or 2 cumulative years over a 5-year period, the operator shall provide a report on the status of the System to the County. A review of the status report by the County may result in the request for the System to be decommissioned. Failure to comply with a decommissioning request may result in the issuance of a Stop Order by the County in accordance with the provision of the *Act*.

Solar Energy Conversion System

Applications

10.1.19 Development permit applications for a solar energy collection system shall be accompanied by the following information:

- a. A plan showing the location of overhead and/or underground utilities on or adjacent to the subject lands.
- b. A detailed site plan showing:
 - i. titled parcel(s);
 - ii. location of the system on the parcel(s);
 - iii. required setbacks;
 - iv. existing structures if any;
 - v. existing or proposed approach(es); and
 - vi. orientation of the solar collectors.
- c. Application shall also include details regarding:
 - i. system type;
 - ii. number of structures;
 - iii. height of structures;
 - iv. energy process;
 - v. grid connection;
 - vi. rated output in megawatts;
 - vii. signage;
 - viii. public safety;
 - ix. security measures;
 - x. topography;
 - xi. stormwater management plan;
 - xii. results of the public consultation process; and
 - xiii. weed control plan.

Glare

10.1.20 Solar panels must be located such that they do not create glare on neighboring properties or public roadways.

Height and Setbacks

10.1.21 Maximum heights and setbacks of building mounted or ground mounted solar collection system shall be subject to the height and setback requirements of the applicable Land Use District.

Fire Protection

10.1.22 Spacing and height of solar collectors shall be designed to provide access for firefighting.

Density

10.1.23 Location of and maximum number of solar collectors per title may be regulated by the Development Authority.

Wind Energy Conversion System (WECS)

Applications

10.1.24 An individual development permit application shall be submitted for each titled parcel.

10.1.25 Development permit applications for a wind energy conversion system shall be accompanied by the following information:

- a. An accurate site plan showing and labeling the information outlined in this section and the location of overhead and/or underground utilities on or adjacent to the subject lands;
- b. A digital version of the site plan showing the exact location and base elevation of each WECS in UTM coordinates with NAD 12 83N;
- c. A visual representation of the WECS project including scale elevations, photographs and/or digital projections of the project showing height, rotor diameter, color, and landscape;
- d. A reclamation plan;
- e. Manufacturer's specifications indicating:
 - i. proposed systems rated output in megawatts;
 - ii. safety features;
 - iii. type of material used in the tower, blade, and rotor construction; and
 - iv. foundation design and/or anchor design, including the location and anchoring of any guy wires.
- f. An analysis of the potential for noise and shadow/flicker effect, both at the site of the installation, at the boundary of the property containing the development, and at any habitable residence within 2.0 km (1.2 mi) of any WECS in accordance with Alberta Utilities Commission;
- g. Results of the public consultation process;
- h. Potential for electromagnetic interference;
- i. Nature and function of over speed controls which are provided;
- j. Status of the Applicant's circulation to NavCanada, Transport Canada, Alberta Utilities Commission, and any other government department or agency required for provincial approval;
- k. Information on public safety;
- l. Identification of any roads to be used or constructed for use during construction of the project and any impacts to the existing road system including required approaches from public roads; and
- m. A copy of the Wire Service Provider (WSP) approval if the WECS is proposed to be connected to the provincial power grid.

Setbacks

10.1.26 Setback distance between a WECS and a dwelling, from the project boundary, shall be as established by the Alberta Utilities Commission.

10.1.27 WECS's tower shall be setback from the boundary of all County road right-of-way (developed or undeveloped), a minimum distance equal to the total height of the tower plus 10 percent.

10.1.28 A WECS shall be setback not less than 7.5 m (24.6 ft) from all other property lines, as measured from the rotor's arc (rotor diameter).

10.1.29 If the tower utilizes guy wire anchors, the anchors, but not the tower, may be located no closer than 3.0 m (9.8 ft) to the property lines.

Minimum Blade Clearance

10.1.30 Minimum vertical blade clearance from grade shall be 7.6 m (25.0 ft) for a WECS employing a horizontal rotor.

Tower Access & Safety

- 10.1.31 To ensure public safety, the Development Authority may require that:
- a. If the tower is climbable, a security fence with a lockable gate, not less than 1.9 (6.0 ft) in height, shall be installed around a WECS tower;
 - b. No ladder or permanent tower access device shall be located less than 3.7 m (12.0 ft) from grade;
 - c. A locked device shall be installed on the tower to preclude access to the top of the tower;
 - d. Additional access control features or such additional safety mechanisms or procedures may be required by the Development Authority; and
 - e. Use of tubular towers, with locked door access, will preclude the above requirements.

Other Energy Systems

Application

- 10.1.32 Development permit applications for all other types of Alternate Energy production systems shall be accompanied by the following information:
- a. An accurate site plan showing and labelling:
 - i. Legal location(s) of the proposed system;
 - ii. Location of the proposed system on the property or properties in relation to property lines and existing or proposed buildings or structures;
 - iii. Location of the existing or proposed access;
 - iv. Identification of any sensitive environmental features;
 - v. Topography of the site;
 - vi. Method of exporting the energy off site – power lines, pipelines, vehicles, etc.;
 - vii. Detailed information on the type of facility, structure, or system of the energy process involved;
 - viii. Manufacturer's specifications, indicating: (if applicable);
 - ix. Rated output in megawatts or gigajoules; and
 - x. Safety features;
 - b. Any information regarding public safety;
 - c. Information or verification of:
 - i. Volume of water to be used, if required;
 - ii. Source of the water, if required;
 - iii. Reclamation process of any water utilized by the system;
 - iv. Stormwater management system, if required;
 - v. Method of disposal of any waste material generated by the system;
 - vi. Generation and mitigation of any noise, vibration, odor, light, particulate that results from the production process;
 - d. An analysis of the potential fire, explosive, or other hazards of the proposed system; and
 - e. A Traffic Impact Assessment or other information/analysis of traffic volumes and any impacts to the local road system.

Setbacks

- 10.1.33 Buildings and structures of non-solar and non-wind based Alternate Energy Development(s) shall comply with all the setbacks established in the Land Use District in which it is located with the following modifications:
- a. A minimum of 250.0 m (820.0 ft) from any residential dwelling, food establishment, institutional use, or public use, facility, or building;
 - b. A minimum of 100.0 m (328.0 ft) from the boundary of any creek, stream, river, lake shore or water body.

Geothermal Systems

- 10.1.34 All geothermal systems shall be Closed Loop systems. Open Loop systems (pump & dump) are not allowed.
- 10.1.35 All geothermal systems shall comply with CSA-C448 and subsequent amendments. Exceptions may be allowed, at the discretion of the Development Authority, provided documented proof is provided showing that the exception meets or exceeds CSA-C448 standard.
- 10.1.36 Installations must be stamped by a qualified Professional Engineer registered under the *Engineering, Geological, or Geophysical Professions Act* of Alberta or have the system and installer certified by the Canadian GeoExchange Coalition (CGC) or other future governing body having jurisdiction within the Province of Alberta.
- 10.1.37 In no case may an ethylene glycol-based fluid be used nor shall any flammable or combustible agent such as methanol, ethanol, natural gas, or propane be used as a heat transfer fluid.

Conditions of Approval for Any CAE

- 10.1.38 Depending on the type of CAE proposed, the Development Authority shall consider, as limited by Sections 619 and 620 of the *Act*, or not as the case may be, in addition to any other conditions authorized under other sections of this Bylaw or Statutory Plan, attaching conditions related to any of the following:
 - a. Entering into a development agreement with the County in accordance with the *Act*;
 - b. Requiring all necessary studies, maps, diagrams, reports, and analysis, whether printed and/or digital, required in support of the application prepared by qualified professionals at the Applicant's expense;
 - c. Confining all surface drainage on site and protecting any adjacent water bodies from run-off;
 - d. Treating any wastewater on site and/or disposing of any wastewater as required by the County;
 - e. Disposing of any non-wastewater liquids in accordance with the requirements of the County;
 - f. Storing/containing all feedstock and materials within buildings or containment facilities;
 - g. Disposing of any other waste materials;
 - h. Restricting vehicle/truck traffic, whether owned or contracted by the Applicant, that transport construction material, raw material or feedstock or finished/processed goods associated with the development to designated haul routes and times through an agreement and the provision of securities;
 - i. Dust control measures;
 - j. Sound control measures;
 - k. Installing underground all energy transmission (whether electrical, liquid or gas) lines from the site to the applicable collection point;
 - l. Securing all necessary approvals from any other agency with jurisdiction on the type of CAE proposed and providing the County with a copy of the approval required;
 - m. Identifying and providing for a staged or phased development;
 - n. Constructing or paying for the construction of any new or the upgrading of any existing municipal infrastructure related to the project, such as but not limited to roads, approaches, signage, water lines, and sewage lines;
 - o. Requiring ground cover, weed control, grading, soil erosion control, emergency/fire suppression, and drainage measures;
 - p. Specifying time periods to:
 - i. start, suspend, and complete construction activities;
 - ii. trigger decommissioning activities;
 - q. Providing for the amenity of the site or development through improvements such as landscaping, berming, and buffering; and
 - r. Any other condition or conditions necessary to give form and effect to the project.

10.2 ALTERNATE ENERGY SYSTEMS, INDIVIDUAL (IAE)

Purpose of this section is to establish standards for Individual Alternate Energy (IAE) developments, including but not limited to solar, wind, biofuel, geo-thermal, fuel cell, micro-hydro, for use by households, agricultural operators, or individual business to meet some or all their energy needs on the subject site, or a site immediately adjacent to the subject site.

General Requirements for All Individual Systems

- 10.2.1 No re-districting is required for a parcel or site for an Individual Alternate Energy System (IAE).
- 10.2.2 A development permit is required for any IAE not included in Section 5.3.
- 10.2.3 All applicable Safety Codes permits are required.
- 10.2.4 If the subject site is located within lands subject to Alberta Transportation & Economic Corridors' jurisdiction, an approved Roadside Development Permit from Alberta Transportation & Economic Corridors shall be required and included with the development permit application. (For the purposes of Section 683.1(1) of the *Act*, an application shall not be considered as received unless the Roadside Development Permit is included with the application.)

Solar Energy Conversion System Applications

Application

- 10.2.5 In addition to the requirements of Section 5.5 of this Bylaw, the application may be required to include:
 - a. Information of any impacts to the County road system such as, but not limited to:
 - i. Identification of the roads to be used to construct and operate the development;
 - ii. Number, type of vehicle movements, and load weights; and
 - iii. Expected time-period of movements: short-term, periodic, or ongoing.
 - b. For systems that are to be tied into the grid, evidence that the Utility Operator has been informed of the Applicant's intent to install an interconnected customer-owner generator.
 - c. Documentation demonstrating that the system is designed to produce energy primarily for the sole use and consumption on-site by the landowner, resident, occupant, or business.
 - d. Manufacturer's specifications for the proposed system and rated output in kilowatts.
 - e. A site plan showing the location, setbacks, and orientation of the solar collectors.
 - f. For panels to be affixed to the wall of a building or accessory structure:
 - i. a description of how the panels are to be mounted or affixed;
 - ii. maximum projection from the wall; and
 - iii. structural capacity of the building and/or wall to support the proposed development.
 - g. For free-standing solar panels:
 - i. a description of the proposed ground mount design;
 - ii. clearance to the bottom of the collectors;
 - iii. maximum height from existing grade; and
 - iv. method of vegetation/weed control.

Glare

- 10.2.6 Solar panels must be located such that they do not create glare onto neighboring properties or public roadways.

Mounting & Projection

- 10.2.7 Solar collectors mounted to the roof of a building or structure shall not extend beyond the outermost edge of the roof.

- 10.2.8 Maximum projection of any solar collectors affixed to a wall of a building or structure in a Residential District shall be:
- a. 1.5 m (5.0 ft) from the surface of a wall that faces a rear parcel line; and
 - b. In all other cases 0.6m (2.0 ft) from the surface of any other wall.

Setbacks

- 10.2.9 Freestanding solar collectors shall be subject to the setback requirements of the applicable Land Use District or as required by Alberta Transportation & Economic Corridors, whichever is greater.

Height

- 10.2.10 Maximum height of a freestanding solar collector shall not exceed 4.3 m (14.0 ft).
- 10.2.11 For freestanding solar collectors, sufficient clearance shall be retained under the structure to allow for weed control, grass cutting, and fire suppression.

Density

- 10.2.12 Location of and maximum number of solar collectors per title may be regulated by the Development Authority.

Wind Energy Conversion System (WECS)

Application

- 10.2.13 Development permit applications for a wind energy conversion system may require the following information:
- a. Documentation demonstrating that the system is designed to produce energy primarily for the sole use and consumption on-site by the landowner, resident, occupant, or business;
 - b. Manufacturer's specifications indicating:
 - i. Proposed systems rated output in kilowatts;
 - ii. Safety features; and
 - iii. Sound characteristics.
 - c. A site plan showing the location and setbacks of the WECS on the property.
 - d. Drawings, drawn to scale, of the wind turbine structure, including the tower, base, footings, and anchoring method. An engineering analysis of the Wind Turbine Tower showing compliance with the International Building Code and certified by a licensed professional mechanical, structural, or civil engineer. Documentation of this analysis supplied by the manufacturer shall be accepted.
 - e. Specifications on the foundations and/or anchor design, including the location and anchoring of any guy wires.
 - f. Location of any existing buildings or improvements on the property in relation to the WECS.
 - g. Evidence of compliance with applicable air traffic safety regulations. (Transport Canada must be notified of the location – latitude and longitude – and height of all wind turbine installations through the aeronautical clearance application process).
- 10.2.14 Prior to deciding upon an application for a WECS, the Development Authority may refer for review and comment, and consider any input received from the following entities:
- a. Alberta Utilities Commission;
 - b. Alberta Transportation & Economic Corridors;
 - c. Alberta Utilities Commission and the Alberta Energy Systems Operator for applications proposing to connect to the grid;
 - d. Transport Canada;
 - e. Navigation Canada; and
 - f. Any other person, departments, agency, or commission the Development Authority deems necessary.
- 10.2.15 There shall be a limit of one Individual WECS per titled area.

Setbacks

- 10.2.16 WECS's tower shall be setback from all property lines a minimum distance equal to the height of the tower, or the minimum setbacks set out in the applicable Land Use District, or as required by Alberta Transportation & Economic Corridors, whichever is greater.
- 10.2.17 If the tower utilizes guy wire anchors, the anchors, but not the tower, may be located no closer than 3.0 m (9.8 ft) to the property lines.

Height

- 10.2.18 Total height of a WECS turbine shall be from ground level to the tip of the rotor at its highest point;
- 10.2.19 A WECS tower shall not exceed a maximum height of:
- 12.1 m (40 ft) on a parcel of less than 0.4 ha (less than 1.0 ac);
 - 19.8 m (65 ft) on a parcel 0.4 – 2.0 ha (1.0 – 5.0 ac);
 - 24.4 m (80 ft) on a parcel greater than 2.0 ha (5.0 ac).

Finish & Markings

- 10.2.20 Tower and supporting structures shall be painted or coated in tones and/or colors matching the existing tones and/or colors of the principal building that are non-reflective and non-glossy.
- 10.2.21 Brand names or advertising associated with the system or the system's installation shall not be visible from any public place.

Illumination

- 10.2.22 Small Wind Turbine Towers shall not be artificially lit except as required by NavCanada.

Tower Access & Public Safety

- 10.2.23 If the tower is climbable, a security fence with a lockable gate, not less than 1.9 (6.0 ft) in height, shall be installed around a WECS tower.
- 10.2.24 No ladder or permanent tower access device shall be located less than 3.7 m (12.0 ft) from grade;
- 10.2.25 A locked device shall be installed on the tower to preclude access to the top of the tower.
- 10.2.26 Additional access control features or such additional safety mechanisms or procedures may be required by the Development Authority.
- 10.2.27 Use of tubular towers, with locked door access, will preclude the above requirements.

Electro-magnetism

- 10.2.28 System shall be operated such that any electro-magnetic interference is dealt with as per the permit issued by the AUC. If electromagnetic interference is determined during operation, the developer will work with the affected stakeholder(s) to mitigate any issues.

Output

- 10.2.29 System's maximum power output shall not exceed 5 kilowatts.

Noise Level

- 10.2.30 Noise generated by the system shall not exceed 60 dB(A) or exceed more than 5 dB(A) above background sound, as measured at the exterior of the closest inhabited dwelling (at the time of installation or during operation), for wind speeds below 10 m per second (22 mph) and except short-term event such as utility outages and/or severe windstorms.

Discontinuance

- 10.2.31 Upon abandonment or termination of the system's use, the entire facility, including the system's tower, turbine, supporting structures and all equipment, shall be removed and the site shall be restored to its pre-WECS condition.

Other Individual Alternate Energy Systems

Application

- 10.2.32 Development permit applications for all other types of Alternate Energy production systems shall be accompanied by the following information:
- a. Documentation demonstrating that the system is designed to produce energy primarily for the sole use and consumption on-site by the landowner, resident, occupant, or business;
 - b. An accurate site plan showing and labelling:
 - i. Location of the proposed system on the property;
 - ii. Location of the proposed system in relation to any other buildings or structures on the property;
 - iii. Location of the existing or proposed access;
 - iv. Detailed information on the type of facility, structure, or system;
 - v. Energy process involved;
 - vi. Manufacture's specifications, indicating (if applicable);
 - vii. Rated output in megawatts or gigajoules;
 - viii. Safety features; and
 - ix. Sound characteristics.
- 10.2.33 Information on public safety regarding such aspects as fire hazards, chemicals used, storage of hazardous materials, exposure to corrosive and/or hazardous fumes;
- 10.2.34 Information or verification of:
- a. Volume of water to be used, if required;
 - b. Source of the water, if required;
 - c. Reclamation process of any water utilized by the system;
 - d. Stormwater management system, if required; and
 - e. Method of disposal of any waste material generated by the system.

Geothermal Systems

- 10.2.35 All geothermal systems shall be Closed Loop systems. Open Loop systems (pump & dump) are not allowed.
- 10.2.36 Shall comply with CSA-C448 and subsequent amendments. Exceptions may be allowed, at the discretion of the Development Authority, provided documented proof is provided showing that the exception meets or exceeds CSA-C448 standard.
- 10.2.37 Installations must be stamped by a qualified Professional Engineer registered under the "Engineering, Geological, or Geophysical Professions Act" of Alberta or have the system and installer certified by the Canadian GeoExchange Coalition (CGC) or other future governing body having jurisdiction within the Province of Alberta.
- 10.2.38 In no case may an ethylene glycol-based fluid be used nor shall any flammable or combustible agent such as methanol, ethanol, natural gas, or propane be used as a heat transfer fluid.

Conditions of Approval

- 10.2.39 Depending on the type of IAE proposed, the Development Authority may consider, as limited by Sections 619 and 620 of the *Act*, or not as the case may be, in addition to any other conditions authorized under other sections of this Bylaw or Statutory Plan attaching conditions related to the following:
- a. Entering into a development agreement with the County in accordance with the *Act*;
 - b. Requiring all necessary studies, maps, diagrams, reports, and analysis, whether printed and/or digital, required in support of the application prepared by qualified professionals at the Applicant's expense;
 - c. Confining all surface drainage on site and protecting any adjacent water bodies from run-off;
 - d. Treating any wastewater on site and/or disposing of any wastewater as required by the County;
 - e. Disposing of any non-wastewater liquids in accordance with the requirements of the County;
 - f. Methods of disposing of any other waste material;
 - g. Storing/containing all feedstock and materials within buildings or containment facilities;

- h. Restricting vehicle/truck traffic, whether owned or contracted by the Applicant, that transport construction material, raw material or feedstock or finished/processed goods associated with the development to designated haul routes and times;
- i. Require the entering of a Road Use Agreement and the provision of security;
- j. Constructing or paying for the construction on any new road or approach required for the development and/or upgrading or paying for the upgrading of an existing road or existing approach required for the development;
- k. Dust control;
- l. Sound control;
- m. Installing underground all energy transmission (whether electrical, liquid or gas) lines from the site to the applicable collection point;
- n. Compliance with necessary approvals from any other agencies with jurisdiction on the type IAE proposed and providing the County with a copy of the approval required;
- o. Identifying and providing for a staged or phased development;
- p. Placing restrictions on parts or elements of the proposed development, such as but not limited to locations, heights, colors, densities, setbacks, etc.;
- q. Constructing or paying for the construction of non-municipal infrastructure related to the project;
- r. Requiring ground cover, weed control, grading, soil erosion control, emergency/fire suppression, and drainage measures;
- s. Specifying time periods to:
 - i. start, suspend, and complete construction activities,
 - ii. trigger decommissioning activities;
- t. Providing for the amenity of the site or development through improvements such as landscaping, berming, and buffering; and
- u. Any other condition or conditions necessary to give form and effect to the project.

10.3 APIARIES

- 10.3.1 Notwithstanding the permitted and discretionary uses prescribed within the various Land Use Districts within this Bylaw, no apiary shall be located within:
 - a. 200.0 m (656.2 ft) of a dwelling on lots other than the subject site;
 - b. or within 305.0 m (1,000 ft) of a school.
- 10.3.2 Notwithstanding 10.3.1.a, an apiary may be located within 200.0 m (656.2 ft) of a dwelling if a revocable letter of support from the current dwelling occupations is provided to the County.

10.4 BED & BREAKFAST OPERATIONS

- 10.4.1 Persons wishing to operate a bed and breakfast operation shall be required to apply for a development permit from the County.
- 10.4.2 Minimal exterior modification to the structure or grounds may be made only if the changes are compatible with the area or neighborhood.
- 10.4.3 No more than four (4) guest rooms shall be allowed in a bed and breakfast home.
- 10.4.4 To ensure that bed and breakfast homes operate as transient accommodation rather than as a rooming house, the maximum length of stay of a guest at one particular establishment shall not exceed fourteen (14) consecutive days.
- 10.4.5 Operation of the bed and breakfast home shall be subordinate and incidental to the principal use of a single detached dwelling as an owner-occupied residence.
- 10.4.6 Bed and breakfast operation shall comply with all applicable health regulations and any other municipal or provincial regulations.

10.5 BUSINESSES PARKS

- 10.5.1 In addition to the requirements of Section 5.5, the Development Authority may require the applicant to provide the following for a development permit application within a commercial or industrial district or park:
- a. Type of industry;
 - b. Size of building;
 - c. Number of employees;
 - d. Estimated water demand and proposed source;
 - e. Type of effluent and method of treatment;
 - f. Proposed traffic impacts;
 - g. Transportation routes to be used;
 - h. Proposed staging or phasing plan;
 - i. Proposed traffic circulation plan;
 - j. Proposed stormwater management plan;
 - k. Need for any ancillary work (pipelines, roads, etc.); and
 - l. Any additional information required by the Development Authority.

10.6 CAMPGROUNDS, BASIC

- 10.6.1 Basic campgrounds provide sites for overnight camping without the provision of electrical or water hookups.
- 10.6.2 Development of roads, facilities and campsites should occupy no more than one-half of the proposed site, leaving a minimum of one-half in its natural state (or landscaping one-half to the satisfaction of the Development Authority).
- 10.6.3 Campgrounds shall be designed and landscaped to minimize disturbance to the natural environment and to protect heavy use areas from damage.
- 10.6.4 A sufficient number of picnic tables, fire pits and garbage cans shall be provided to accommodate the design capacity of the campground.
- 10.6.5 An adequate potable water supply approved by the Regional Health Authority should be provided to accommodate the drinking and washing needs of the users.
- 10.6.6 If boat launching and swimming facilities are not provided, then alternate locations should be indicated by a map or sign.
- 10.6.7 Where the camping area directly adjoins a residential or cottage development, adequate screening or fencing, to the satisfaction of the Development Authority, shall be provided between the uses.
- 10.6.8 Waste disposal systems shall be provided in accordance with appropriate regulatory standards. Sealed pump out tanks are the desired method of waste management.
- 10.6.9 Provision should be made for regular maintenance of the site. Regular garbage collection and sewage removal services should be provided.
- 10.6.10 Provisions shall be made for the disposal of wastewater from washing and bathing facilities.
- 10.6.11 A dumping station for grey and black water from self-contained facilities in recreational vehicles shall be provided.

10.7 CAMPGROUNDS, SERVICED

- 10.7.1 Serviced campgrounds provide campsites for overnight camping that are serviced by electrical, water or sewage disposal hookups.
- 10.7.2 Development of roads, facilities and campsites should occupy no more than two-thirds of the proposed site, leaving a minimum of one-third in its natural state (or landscaping one-third to the satisfaction of the Development Authority).
- 10.7.3 Campgrounds shall be designed and landscaped to minimize disturbance to the natural environment and to protect heavy use areas from damage.
- 10.7.4 A sufficient number of picnic tables, fire pits and garbage cans should be provided to accommodate the design capacity of the campground.

- 10.7.5 An adequate potable water supply shall be provided to accommodate the drinking and washing needs of the users.
- 10.7.6 If boat launching and swimming facilities are not provided, alternative locations should be indicated on a map or sign.
- 10.7.7 Where the campground directly adjoins a residential or cottage development, adequate screening or fencing, to the satisfaction of the Development Authority, shall be provided between the uses.
- 10.7.8 Waste disposal systems shall be provided in accordance with applicable regulatory authorities. Sealed pump out tanks are the desired method of waste management
- 10.7.9 Provision should be made for regular maintenance of the site. Regular garbage collection and sewage removal services should be provided.
- 10.7.10 Provision shall be made for the disposal of wastewater from washing and bathing facilities.
- 10.7.11 A dumping station for grey and black water from self-contained facilities in recreational vehicles shall be provided.

10.8 CANNABIS PRODUCTION & DISTRIBUTION

- 10.8.1 Regulations within this section apply to the production and development of licensed cannabis for medical and non-medical purposes.
- 10.8.2 No cannabis production and distribution facility shall be permitted unless all applicable licensing and approvals have been provided for by the provincial and federal governments.
- 10.8.3 A cannabis production and distribution facility must comply with the following requirements, in addition to any other municipal, provincial, or federal regulations and requirements:
 - a. Must meet all applicable requirements of the identified Land Use District, which allows for the use;
 - b. A copy of the current license(s) for the cannabis production and distribution development as issued by the provincial and/or federal government shall be provided to the Development Authority with the application or as a condition of development permit approval.
- 10.8.4 A cannabis production and distribution facility shall meet security and premises requirements as required under provincial and federal legislation and any additional security requirements imposed as a condition of the development permit issued by the Development Authority.
- 10.8.5 Design of the building(s) and the landscaping on the site shall be consistent with the characteristics and appearance of the surrounding neighbourhood.
- 10.8.6 Development shall be designed to minimize any exposure or disturbance to the surrounding area including, but not limited to, dust, pollution, noise, odour, or any other related land use nuisance effects.
- 10.8.7 No outdoor storage of goods, material, or supplies shall be permitted.
- 10.8.8 Solid waste material shall be secured in accordance with provincial and federal regulations until destroyed.
- 10.8.9 All activities related to the cannabis production and distribution facility shall occur within fully enclosed stand-alone building(s), including but not limited to loading, receiving, and shipping of cannabis and any other goods, materials, and supplies.
- 10.8.10 Hours of operation shall be restricted as a condition of the development permit issued by the Development Authority.
- 10.8.11 Exterior lighting and noise levels shall satisfy the following requirements:
 - a. Illumination of parking areas, walkways, signs, and other structures associated with cannabis production and distribution development shall be arranged to meet the requirements under provincial and federal regulations; and
 - b. Noise from facilities shall not exceed the levels allowed under any other Bylaw and/or policy of the County and the requirements under provincial and federal regulations.
- 10.8.12 Minimum parcel size shall be at the discretion of the Development Authority.
- 10.8.13 Minimum setback from any watercourse or waterbody shall be 30.0 m (98.4 ft).
- 10.8.14 Maximum parcel coverage shall be at the discretion of the Development Authority.

- 10.8.15 Maximum height of the principal building shall be 10.0 m (32.8 ft).
- 10.8.16 A building or structure used for security purposes for a cannabis production and distribution facility may be located within the front yard and must comply with the required minimum setbacks.
- 10.8.17 On site buffering measures shall be required for all cannabis production and distribution facilities. Buffers may include a combination of setbacks, landscaping, and fencing to mitigate the impacts on adjacent parcels.
- 10.8.18 Parking and loading requirements for a cannabis production and distribution facility shall be provided at the discretion of the Development Authority and any applicable requirements in provincial and federal regulations, as amended or replaced.

10.9 CANNABIS RETAIL SALES

- 10.9.1 Regulations within this section apply to the retail sale of cannabis.
- 10.9.2 No cannabis retail sales establishment may be allowed unless all applicable licensing and approvals have been provided for by the provincial and federal governments.
- 10.9.3 Any cannabis retail sales development must comply with the following requirements, in addition to any other municipal or provincial regulations or requirements:
 - a. Must meet all applicable requirements of the identified district which allows for the use;
 - b. Only facilities licensed by the provincial or federal governments will be permitted; and
 - c. A copy of the license(s) for the cannabis retail sales establishment, as issued by the provincial government, shall be provided to the Development Authority, or made a condition of the development permit issued by the Development Authority.
- 10.9.4 Cannabis retail sales establishments must include suitable landscaping and parking requirements, as determined by the Development Authority. Parking shall comply with regulations of this Bylaw and meet all servicing standards of the County.
- 10.9.5 Design of the buildings and the landscaping on the site shall be consistent with the characteristics and appearance of the surrounding neighbourhood.
- 10.9.6 Cannabis retail sales establishments shall meet security and premises requirements as required under provincial and federal legislation.
- 10.9.7 Development shall be designed to minimize any exposure or disturbance to the surrounding area including, but not limited to, dust, pollution, noise, odour, traffic or any other related land use nuisance effects.
- 10.9.8 No outdoor storage of goods, material, or supplies shall be permitted.
- 10.9.9 Solid waste material shall be secured in accordance with provincial and federal regulations until destroyed.
- 10.9.10 Hours of operation shall be restricted as a condition of the development permit issued by the Development Authority.
- 10.9.11 Illumination of parking areas, walkways, signs, and other structures associated with cannabis retail sale development shall be arranged to meet the requirements under provincial and federal regulations.
- 10.9.12 Cannabis retail sales establishments as defined in this Bylaw shall be setback from locating within 100.0 m (328.1 ft.) of a public education facility, a provincial health care facility, a school reserve, a municipal reserve, or a municipal school reserve.
- 10.9.13 A public education facility, provincial health care facility, school reserve or municipal and school reserve constructed or created after the approval of a cannabis retail sales establishment shall not retroactively impact the cannabis retail sales establishment.
- 10.9.14 Separation distance between the cannabis retail sales establishment and the uses listed in Section 10.9.13 shall be determined by measuring a straight line from the outer wall of the proposed cannabis retail sales establishment to the closest point on the parcel containing the sensitive use.

- 10.9.15 A site, building or structure established, operated, or maintained as a cannabis retail sales establishment shall comply with the provisions made for in any applicable municipal, provincial, and federal regulations as per this Bylaw.
- 10.9.16 Applications for subdivision of land for this use shall include the information required by the Development Authority.

10.10 CLUSTERED FARM DWELLINGS

- 10.10.1 All development permit applications for clustered farm dwellings must be accompanied by a business case indicating the additional dwelling is required. Development Authority will consider the business plan in the review of the development permit application.
- 10.10.2 Clustered farm dwellings shall be required to demonstrate, to the satisfaction of the Development Authority, that the proposed water and sewer facilities meet current provincial requirements and standards.

10.11 DATA PROCESSING FACILITIES

- 10.11.1 Time period for a development permit for the operation of a Data Processing Facility shall be at the discretion of the Development Authority based on the scope of the project. A development permit may be issued for a maximum of 5 years.
- 10.11.2 Quality of the exterior treatment and design of all the buildings shall be to the satisfaction of the Development Authority and shall be compatible with other buildings in the vicinity.
- 10.11.3 Development Authority may require additional landscaping in addition to the regulations described in Section 9.12 of this Bylaw.
- 10.11.4 A noise impact assessment may be required by the Development Authority. If deemed necessary, a noise mitigation plan that may include a noise monitoring system may also be required.
- 10.11.5 A Data Processing Facility that includes a power plant shall have a minimum setback of 1,500m from a wall of an existing dwelling unit.
- 10.11.6 Notwithstanding the above, the setback distance may be reduced with no variance required if a noise impact assessment and noise mitigation plan is deemed sufficient to the satisfaction of the Development Authority.
- 10.11.7 Any development shall be designed to mitigate all off-site nuisance factors including excessive noise, odour, traffic, dust, and other impacts to the satisfaction of the Development Authority. A mitigation plan shall be provided at the time of development permit application to demonstrate that these nuisance factors have been mitigated.

10.12 DAY HOMES & CHILDCARE FACILITIES

- 10.12.1 Operation of a day home that provides services to more than four (4) children shall require a development permit.
- 10.12.2 In considering a day home or child care facility, the Development Authority shall, among other factors, consider if the development would be suitable for the parcel, taking into account:
- a. Size of the parcel required given the intended use,
 - b. Appropriate yard setbacks in relation to adjacent land uses,
 - c. Potential traffic generation,
 - d. Proximity to parks, open space or recreation areas,
 - e. Isolation of the proposed parcel from residential uses,
 - f. Buffering or other techniques designed to limit any interference with other uses or the peaceful enjoyment of neighbouring parcels, and
 - g. Consistency with other development in the surrounding area/Land Use Districts in terms of nature and intensity of use.

10.13 DAY USE, PICNIC AREAS

- 10.13.1 A sufficient number of picnic tables, fire pits and garbage cans shall be provided to accommodate the design capacity of the site.

- 10.13.2 Facility shall be designed and landscaped to minimize disturbance to the natural environment and to protect heavy use areas from damage.
- 10.13.3 Where the day use area directly adjoins a residential development, adequate screening or fencing, to the satisfaction of the Development Officer, may be provided between the uses.
- 10.13.4 Parking areas and boat launch access roads should be physically separated from the rest of the day use or picnic areas.
- 10.13.5 Waste disposal systems shall be provided in accordance with appropriate regulatory standards.
- 10.13.6 Provision should be made for regular maintenance of the site. Regular garbage collection and sewage removal services should be provided.

10.14 DIVERSIFIED AGRICULTURE, VALUE-ADDED AGRICULTURE, & AGRI-TOURISM

- 10.14.1 Development Authority may require any or all of the following with a development permit application or as a condition of approval for diversified agriculture or value-added agriculture developments:
 - a. Operations outline or plan, including number of attendees, peak site visits, hours and season of operation, signage, and servicing;
 - b. Traffic impact assessment;
 - c. Emergency response plan;
 - d. Surveyed site plan;
 - e. Noise impact assessment. If deemed necessary, a noise mitigation plan that may include a noise monitoring system may also be required;
 - f. Community and neighbourhood consultation plan;
 - g. Information about the provision of onsite guest accommodations (if allowed as part of the land use);
 - h. Any other information required by the Development Authority.
- 10.14.2 Waste disposal systems shall be provided in accordance with appropriate regulatory authority standards to the satisfaction of the Development Authority.

10.15 EVENT VENUES

- 10.15.1 Development shall not generate noise, smoke, steam, dust, odour, fumes exhaust, vibration, heat, glare or refuse matter considered offensive or excessive by the Development Authority. At all times the privacy of the adjacent residential dwelling(s) shall be preserved and shall not, in the opinion of the Development Authority, unduly interfere with or affect the use, enjoyment or value of neighbouring or adjacent parcels.
- 10.15.2 Development Authority may require any or all of the following with a development permit application or as a condition of approval for an event venue:
 - a. Operations outline or plan, including number of attendees, peak site visits, hours and season of operation, signage, and servicing;
 - b. Traffic impact assessment;
 - c. Emergency response plan;
 - d. Surveyed site plan;
 - e. Noise impact assessment. If deemed necessary, a noise mitigation plan that may include a noise monitoring system may also be required;
 - f. Community and neighbourhood consultation plan; and/or
 - g. Any other information required by the Development Authority.
- 10.15.3 Waste disposal systems shall be provided in accordance with appropriate regulatory authority standards to the satisfaction of the Development Authority.

10.16 GUEST HOUSES

- 10.16.1 Guest Houses shall meet all Alberta Safety Code requirements for their use as habitable dwelling units.
- 10.16.2 Where a guest house is proposed in an accessory building such as a garage or shop the guest house shall be constructed to have an entrance that is separate from the vehicle entrance to the detached garage or shop from a common indoor landing or direction from the exterior of the structure.

- 10.16.3 Guest houses shall conform to the setback requirements for an accessory building.
- 10.16.4 Where a guest house is 2 stories or located on the second storey of an accessory building, the upper storey windows contained within the guest house portion of the building shall be placed and sized such that the overlook into yards and windows of abutting properties is minimized.

10.17 HOME OCCUPATIONS

- 10.17.1 A development permit shall not be required for major or minor home occupations that conform to all of the provisions and requirements in this Land Use Bylaw.
- 10.17.2 Major and minor home occupations that do not conform to all of the provisions and requirements in this Land Use Bylaw require a development permit. Approval of the development permit will be at the sole discretion of the Development Authority.
- 10.17.3 All home occupations shall comply with the following requirements:
- a. No offensive noise, vibration, smoke, dust, odour, heat, glare, electrical or radio disturbance detectable beyond the boundary of the lot on which the home occupation is located shall be produced by the home occupation.
 - b. In the Country Residential (CR) Land Use District, Country Residential Restricted (CRR) Land Use District and Urban Residential Land Use Districts, no more than two (2) commercial vehicles, up to the size of a tandem truck and to be used in conjunction with the home occupation, shall be parked or maintained on the site. The parking space of the commercial vehicles shall be on the subject site and located either within a garage or adequately screened and sited behind the main building to the satisfaction of the Development Authority
 - c. In the Agricultural (AG) Land Use District, not more than four (4) commercial vehicles, each with one (1) accessory trailer, to be used in conjunction with the home occupation, shall be parked or maintained on the site.
- 10.17.4 If a development permit application is required then, each application for a home occupation shall be accompanied by a description of the business to be undertaken in the dwelling, an indication of the anticipated number of business visits per week, and details for the provision of parking along with other pertinent details of the business operation.
- 10.17.5 When a development permit is issued for a home occupation, such permit shall be terminated should the applicant vacate the property for which the permit has been issued.
- 10.17.6 Home occupations shall not involve:
- a. Activities that use or store hazardous material in quantities exceeding those found in a normal household or for the normal operation of the business; or
 - b. Any use that would, in the opinion of the Development Authority, materially interfere with or affect the use, enjoyment, or value of neighbouring properties.
- 10.17.7 All home occupations will conform to current provincial regulations including but not limited to building and fire codes and health and safety codes regulations.
- 10.17.8 In addition to the requirements of Section 10.17.3, a **minor home occupation** shall comply with the following regulations:
- a. A minor home occupation shall not occupy more than 30% of the gross floor area of the principal dwelling or an accessory building.
 - b. Except in the Agricultural (AG) District, there shall be no outdoor business activity, or outdoor storage of material or equipment associated with the minor home occupation allowed on the site. Storage related to the minor home occupation shall be allowed in either the dwelling or accessory buildings.
 - c. Up to two (2) business visits per day are allowed within a 24-hour period.
 - d. Exterior alterations or additions to accommodate a minor home occupation shall not be allowed.
 - e. A minor home occupation shall not employ any person on-site other than the occupants of the dwelling.
- 10.17.9 In addition to the requirements of Section 10.17.3, a **major home occupation** shall comply with the following regulations:

- a. Number of non-resident employees working on-site shall not exceed two (2) on-site.
- b. Up to eight (8) business visits per day are allowed in the Agricultural (AG) District. In all other Districts, up to four (4) business visits within a 24-hour period are allowed.
- c. Any interior or exterior alterations or additions to accommodate a major home occupation may be allowed at the discretion of the Development Authority, as long as such alterations comply with this Bylaw and the *Alberta Safety Codes Act* and the regulations made there under.

10.17.10 A Stop Order may be issued at any time if, in the opinion of the Development Authority, the operator of the home occupation has violated any provisions of this Bylaw or conditions of the approval of the development permit.

10.18 ALCOHOL SALES/DISTRIBUTION SERVICES

10.18.1 Notwithstanding the permitted and discretionary uses prescribed within the various Land Use Districts within this Bylaw, alcohol sales/distribution services may be refused if proposed within a multi-parcel subdivision (hamlets excluded) or within 305.0 m (1,000 ft) of the boundary of a school site.

10.18.2 In evaluating the appropriateness of a development permit application for alcohol sales/distribution services, the Development Authority shall consider such factors as:

- a. Compatibility of proposed use with adjacent and neighbouring land uses;
- b. Impact of proposed use on existing traffic volumes and patterns of flow;
- c. Appropriate vehicle parking and site access/egress requirements; and
- d. Appropriate site security requirements including, but not limited to, fencing and lighting.

10.19 MANUFACTURED HOME DWELLINGS

10.19.1 All accessory structures, such as patios, porches, additions, and skirting shall be:

- a. Designed and erected so as to harmonize with the manufactured home;
- b. Considered as part of the main building; and
- c. Erected only after obtaining a development permit.

10.19.2 A manufactured home shall be skirted from the floor level to the ground level and such skirting shall harmonize with the external finish of the manufactured home.

10.19.3 Floor area of porches and additions shall be proportionate to the floor area of the manufactured home unit and this relationship shall be determined by the Development Officer.

10.19.4 The following regulations also apply to manufactured home uses located in residential subdivisions and manufactured home subdivisions:

- a. Hitch and wheels are to be removed from the manufactured home.
- b. All manufactured homes shall be placed on pilings or blocks. The manufactured home is to be attached by means of bolting or otherwise to the pilings or blocks.
- c. Property is to be grassed and landscaped within one (1) year of the date of issue of the development permit.

10.20 MANUFACTURED HOME PARKS

10.20.1 The following regulations apply to manufactured home parks:

- a. In a manufactured home park, the manufactured home shall be located 7.5 m (24.6 ft) from a boundary of a street and 4.5 m (14.8 ft) from adjacent parcels. The set-back strip shall be landscaped and/or fenced to the satisfaction of the Development Authority and according to established policy;
- b. All roads in a manufactured home park shall be constructed to County standards and specifications according to established policy. Minimum right-of-way width shall be as per policy;
- c. All parks shall be provided with safe, convenient, all-season pedestrian access of at least 1.0 m (3.3 ft) in width for intended use between individual manufactured homes, the park street, and all community facilities provided for park residents;

- d. Visitor parking space shall be provided at a ratio of at least one (1) space for every two (2) manufactured homes units and shall be located at convenient locations throughout the manufactured home park, and shall not be used for the storage of boats, trailers, etc.;
- e. Design of manufactured home parks shall be to the satisfaction of the Development Officer;
- f. All municipal utilities shall be provided underground to lots in a manufactured home park;
- g. In a manufactured home park, 5% of the gross site area shall be devoted to recreational use, or recreational space shall be provided at the ratio of at least 9.5 m² (102.3 ft²) per manufactured home space. This recreation space shall be placed in locations convenient to all park residents, free from traffic hazards, shall not be included in areas designated as buffer strips and shall be clearly defined;
- h. All areas of a manufactured home park not occupied by manufactured homes and their additions, internal roads, footpaths, driveways, permanent buildings, and any other developed facilities shall be fully landscaped to the satisfaction of the Development Officer.
- i. Screen fences or walls shall be erected where deemed necessary by the Development Authority around laundry yards, refuse collection points and playgrounds;
- j. No part of the park shall be used for non-residential purposes except such uses as are required for the direct servicing and wellbeing of the park residents and for the management and maintenance of the park;
- k. Manufactured home park facilities shall be arranged to create a homelike atmosphere. This objective is achieved by variations in street pattern, block shapes and location of mobile home stands;
- l. Each manufactured home stall shall be clearly marked-off by means of stakes, countersunk steel posts, fences, curbs, or hedges;
- m. Street lighting in a manufactured home park shall be to the same standard as that in a conventional residential neighborhood;
- n. Only one main, free-standing, identification sign of residential character and appearance shall be erected at the entrance to a manufactured home park unless the Development Authority is of the opinion that a further and similar sign shall be allowed under exceptional circumstances involving the layout, location, and size of the park in relation to the surrounding areas. The sign or signs shall be of a size, type, and construction acceptable to the Development Authority;
- o. Directional signs within the manufactured home park must be integrated in design and appearance, and kept in scale with the immediate surroundings and constructed of durable material;
- p. Manufactured homes shall be separated from each other by at least 6.0 m (19.7 ft) side-to-side and 3.0 m (9.8 ft) from either front or rear stall line provided further that any porch or addition to the mobile home is regarded as part of the manufactured home for the purpose of spacing.
- q. Minimum park area shall be 2.0 ha (4.9 ac);
- r. Maximum permissible density for a manufactured home park shall be twenty mobile home spaces per gross developable hectare of the area being developed at each stage of the development; and
- s. Minimum size for a manufactured home lot shall be 370.0 m² (3,982.8 ft²).

10.21 MOTELS/HOTELS

- 10.21.1 For the purpose of this section, a rentable unit means a separate unit on a motel/hotel site used or intended to be used for the dwelling accommodations of one or more persons.
- 10.21.2 A person applying to develop a site as a motel/hotel, where permitted under this Bylaw, shall comply with the following special provisions:

SITE REQUIREMENTS FOR MOTELS & HOTELS				
	Minimum Site Area/Unit	Yards	Parking on Site	Minimum Floor Area/Unit
One Storey	140.0 m ² (1,507.0 ft ²)	Front: 7.5 m (24.6 ft)	1 per sleeping unit and 1 per 3	26.0 m ² (279.8 ft ²)

		Side: 3.0 m (9.8 ft)	employees on maximum shift	
		Rear: 3.0 m (9.8 ft)		
Two Storey	93.0 m ² (1,001.1 ft ²)	Same as above	Same as above	Same as above

- 10.21.3 Except in cases of rentable units and any other buildings where connected by a continuous roof to form a shelter for motor vehicles, not less than 3.6 m (11.8 ft) of clear and unoccupied surface space shall be provided between each rentable unit and any other building on the site.
- 10.21.4 Each rentable unit shall face onto or abut a driveway no less than 6.0 m (19.7 ft) in width and shall have unobstructed access thereto.
- 10.21.5 Not more than one motor vehicle entrance and one motor vehicle exit to a street, each a minimum width of 7.5 m (24.6 ft) measured at its minimum dimensions shall be permitted, provided that one combined motor vehicle entrance and exit shall be permitted, not less than 9.0 m (29.5 ft) in width.
- 10.21.6 Owner, tenant, operator, or person in charge of a motel shall at all times:
 - a. Maintain the site, landscaping and the buildings, structures, and improvements thereon in a clean, tidy, and attractive condition and free from all rubbish and debris;
 - b. Maintain garbage disposal to the satisfaction of the Development Authority; and
 - c. Maintain an appropriate fence where required around the site.

10.22 RECREATIONAL RESORTS

- 10.22.1 For the purposes of this section recreational resorts or resort cottages are considered structures that are not to be used for the private or exclusive use of the developer or owner. Private recreational cottages are not addressed in this section.
- 10.22.2 Development of roads, facilities and resort cottages should occupy no more than two-thirds of the proposed site, leaving a minimum of one-third in its natural state (or landscaping one-third to the satisfaction of the Development Authority).
- 10.22.3 Site should be designed and landscaped in order to minimize disturbance to the natural environment and to protect heavy use areas from damage.
- 10.22.4 Site shall be well drained and located in areas free of standing water.
- 10.22.5 Developments must be of at least minimum standards according to the *Alberta Safety Codes Act*.
- 10.22.6 Minimum facilities shall include individual electrical outlets and water supplies, toilets, showers, refuse containers and cooking facilities.
- 10.22.7 Other facilities should include individual water and/or sewer connections, laundry, picnic tables, on-site parking, grocery, and recreation building.
- 10.22.8 Adequate lighting shall be provided at entrances and public areas.
- 10.22.9 An activity or play area should be provided.
- 10.22.10 If boat launching and swimming facilities are not provided, alternative locations should be indicated on a map or sign.
- 10.22.11 Where the recreational resort directly adjoins a residential or cottage development adequate screening or fencing, to the satisfaction of the Development Authority, shall be provided between the uses.
- 10.22.12 Waste disposal systems shall be provided in accordance with applicable regulating authority.
- 10.22.13 Provision should be made for regular maintenance of the site. Regular garbage collection and sewage removal services should be provided.
- 10.22.14 Provision shall be made for the disposal of wastewater from washing and bathing facilities.
- 10.22.15 A dumping station for grey and black water waste from self-contained facilities in recreational vehicles shall be provided.

10.23 RECREATIONAL VEHICLES

- 10.23.1 Maximum number of Recreation Vehicles allowed to be situated on a lot in the agricultural districts without a development permit shall be three (3).
- 10.23.2 Maximum number of Recreational Vehicles allowed on a on a lot without a development permit in a residential district for personal use shall be:

MAXIMUM NUMBER OF RECREATIONAL VEHICLES (RESIDENTIAL DISTRICTS)	LOT AREA
1	< 2 ac
2	2.0 ac – 5.99 ac
3	> 6.0 ac

- 10.23.3 Additional Recreation Vehicles may be allowed at the discretion of the Development Authority on a temporary basis with an approved development permit.
- 10.23.4 The following setback provisions shall provisions apply to recreational vehicles in all districts:
- Recreational Vehicle must be entirely located within the boundaries of the subject site;
 - Recreational Vehicle must comply with building setback requirements from the front, side and rear yards identified within the district; and
 - Storage of the Recreational Vehicle on the lot shall conform to the maximum lot coverage regulations in this Bylaw and any applicable Area Structure Plan.
- 10.23.5 Recreational Vehicles shall not be used or stored for commercial purposes on a lot unless the subject site is within a district that provides for campgrounds or Recreational Vehicle Storage Facilities and a development permit has been approved for the use.

10.24 RECREATIONAL VEHICLE STORAGE FACILITY

- 10.24.1 Siting of a Recreational Vehicle Storage Facility should be discouraged from being located on productive or on good agricultural lands to minimize the conversion of high-capability agricultural soils to other uses. For this purpose of this section, this shall mean lands with soils classified as 4 or lower in the Canada Land Inventory.
- 10.24.2 Drive aisles of internal local roads shall be a minimum of 6.1 m (20.0 ft) wide.
- 10.24.3 All on-site roadways, parking, loading and storage areas shall have a durable surface of asphalt, gravel or similar material and shall be graded and drained, to the satisfaction of the Development Officer.
- 10.24.4 Recreational Vehicle Storage Facilities shall be required to be fenced with a minimum 1.8 m (6.0 ft) high fence around the periphery of the outdoor storage area.
- 10.24.5 No overnight accommodation or camping shall be permitted.
- 10.24.6 Where lighting of the development is proposed, all lighting shall be directed downward onto the site so as to minimize any offsite illumination of adjacent roads or properties.
- 10.24.7 Landscaping shall be required as outlined under Section 9.12 – Landscaping & Lot Coverage.

10.25 RESIDENCES NEAR CONFINED FEEDING OPERATIONS

- 10.25.1 Confined feeding operations and manure facilities for which an approval or a registration is required pursuant to the *Agricultural Operations Practices Act* are not regulated by this Bylaw. Please refer to the *Agricultural Operations Practices Act* and the Regulations.

10.26 SEA CANS

- 10.26.1 Sea cans shall only be allowed as accessory buildings and shall not be used as a principal building on a site.
- 10.26.2 A sea can shall be used for storage purposes only.
- 10.26.3 Maximum number of sea cans that shall be allowed on a parcel of land to be used as an accessory building is as follows:

- a. Maximum number of sea cans allowed in an Agricultural, Commercial, or Industrial District shall be at the sole discretion of the Development Authority;
 - b. In a Residential District:
 - i. a maximum of one (1) sea can shall be permitted on parcels less than 0.4 ha (1.0 ac);
 - ii. at the discretion of the Development Authority, one (1) additional sea can may be permitted on parcels greater than 0.4 ha (1.0 ac) in area.
- 10.26.4 Sea cans that are stored on site and used for shipping as part of an industrial operation are not subject to these regulations. Only sea cans used as accessory buildings are subject to these regulations.
- 10.26.5 Sea cans used as an accessory building shall be strictly prohibited in any front yard of the property and shall meet all other required setback regulations for the district.
- 10.26.6 Sea cans cannot be stacked in a Residential District.
- 10.26.7 Maximum allowable height for a sea can on any parcel in a Residential District is 3.0 m (9.8 ft).
- 10.26.8 No human or animal habitation shall be allowed within a sea can.
- 10.26.9 In the Residential Districts, sea cans shall be painted in colours or sided to complement the principal building on the site, to the satisfaction of the Development Authority.
- 10.26.10 Notwithstanding the regulations of this section, a sea can (or multiple sea cans) may be used as building materials in the construction of a development if the proposed development is in compliance with all applicable building and safety code requirements.

10.27 SERVICE STATIONS

- 10.27.1 Service or gas stations shall be located in such a manner that:
- a. No entrance or exit thereto for motor vehicles within 60.0 m (196.9 ft) of an entrance to or exit from a fire hall, public or private school, playground, library, church, hospital, children's, seniors facility or other similar public or quasi-public institutions;
 - b. No part of a service station or gas station building or of any pump or other accessory shall be within 6.0 m (19.7 ft) of a side or rear property line;
 - c. Service stations shall have a front yard of not less than 12.0 m (39.4 ft) and no gasoline pump shall be located closer than 6.0 m (19.7 ft) to the front property line; and
 - d. Storage tanks shall be set back from adjacent buildings and lot lines in accordance with applicable Provincial Legislation.
- 10.27.2 Minimum site area shall be 740.0 m² (7,965.6 ft²) and the maximum building coverage shall be 25% of the site area. For service stations including car wash, the minimum site area shall be 1,110.0 m² (11,948.3 ft²).
- 10.27.3 Where a service station forms part of a shopping centre or auto dealership development, the minimum site area and maximum building coverage may be varied at the discretion of the Development Authority or Municipal Planning Commission.
- 10.27.4 All parts of the site to which vehicles may have access shall be hard surfaced and drained to the satisfaction of the Development Authority or Municipal Planning Commission.
- 10.27.5 No activity may be carried out which constitutes a nuisance or annoyance to persons occupying land in the immediate vicinity of the site, by reason of dust, noise, gases, odour, smoke, or vibration.
- 10.27.6 Site of the buildings shall be maintained in a clean and tidy condition and free from all rubbish and debris.

10.28 SURVEILLANCE AND LIGHTING

- 10.28.1 Outdoor lighting shall be located such that rays of light:
- a. Are not directed at an adjacent site or skyward; and
 - b. Do not adversely affect an adjacent site or traffic safety.
- 10.28.2 Outdoor surveillance equipment shall not be directed at or into the private spaces (rear and side yards, dwellings, windows) on adjacent property, thereby negatively interfering with or affecting the privacy, use, enjoyment, or value of neighbouring properties.

10.29 TOURIST ACCOMODATIONS

- 10.29.1 Development of a tourist accommodation shall require a development permit. At the discretion of the Development Authority, a development permit for a tourist accommodation may be issued for a temporary period.
- 10.29.2 No development permit for a tourist accommodation may be issued for a lot that does not conform to all other provisions of this Land Use Bylaw.
- 10.29.3 An application for a development permit for a tourist accommodation shall include (in addition to the requirements of Section 5.5):
- a. Applicable fee as established in the County's Fees & Fees Bylaw, as amended or replaced;
 - b. Signatures of all property owners listed on the title;
 - c. Identification of what portion of the dwelling or suites are to be utilized as a tourist home, and total number of bedrooms;
 - d. A home safety and evacuation floor plan of the premises;
 - e. A parking plan that identifies the total area of the lot to be used for parking; and
 - f. Information on where (or on what website) the tourist accommodation will be listed for rental.
- 10.29.4 A maximum of one tourist accommodation may be developed on a lot. A tourist accommodation may be developed within:
- a. An entire principal dwelling for which a development permit has previously been issued;
 - b. A portion of a principal dwelling for which a development permit has previously been issued;
 - c. A guest house suite for which a development permit has been previously issued.
- 10.29.5 A maximum of one rental booking may be scheduled at a time within an approved tourist home.
- 10.29.6 A tourist accommodation with an approved development permit shall visibly display in the main entrance of the tourist accommodation:
- a. A copy of the development permit outlining the maximum occupancy of the tourist accommodation and the primary contact telephone number and email of the owners; and
 - b. A home safety and evacuation floor plan of the premises.
- 10.29.7 A tourist accommodation shall not be developed within:
- a. A recreational vehicle;
 - b. A tent or tented structure; or
 - c. An accessory building without cooking or bathroom facilities.
- 10.29.8 Maximum occupancy of a tourist accommodation shall be the total number of bedrooms times two (2), to a maximum of 8.
- 10.29.9 Children under the age of 12 do not calculate into the maximum occupancy of a tourist home.
- 10.29.10 A minimum of one (1) parking space per bedroom in the tourist accommodation, plus one (1) extra shall be provided for on a lot. No offsite parking (i.e., parking within the adjacent road right of way, on municipal land, or on adjacent private land) shall be allowed.
- 10.29.11 Owner(s) may be required to facilitate periodic inspections within a 72-hour notice of the tourist accommodation as requested by the Development Authority to ensure compliance with the regulations of this Land Use Bylaw.
- 10.29.12 Owner(s) shall be required to cooperate with the Development Authority, emergency services providers, and Alberta Health Services during an investigation of any complaint associated with the tourist home.
- 10.29.13 No signs advertising the rental of the tourist home shall be permitted onsite.

10.30 WORKCAMPS

- 10.30.1 All workcamps shall be considered temporary developments.
- 10.30.2 All workcamps require a development permit and the Development Authority shall give due regard to the need, location, and type of camp, prior to rendering its decision.
- 10.30.3 A development permit for a workcamp may be issued for up to one (1) year, at which time an application may be made for a continuance of the use for one (1) additional year, after which a new development permit approval is required.

- 10.30.4 Development Authority may establish whatever conditions for the approval of a workcamp that it, at its sole discretion, deems reasonable to ensure that the workcamp will be a temporary development.
- 10.30.5 An application for a development permit for a workcamp must provide the following information:
- a. Location, type, and purpose of the camp;
 - b. Adjacent land uses;
 - c. Method for providing the development with water, sewage, waste disposal and storm water management systems to the satisfaction of the County;
 - d. Number of persons proposed to live in the camp;
 - e. Start date for the development, date of occupancy by residents, and removal date for the camp; and
 - f. Reclamation measures to be completed once the camp is no longer needed.
- 10.30.6 All work camps must:
- a. Be linked to a specific project(s) for which a valid and current development permit has been issued. If the project is located in another municipality a copy of the current approved development permit must be provided to the County by the developer. Work camps will only be permitted to accommodate workers for the project(s) to which they are linked;
 - b. Ensure that all required access, including internal roadways and intersection improvements, are provided to the satisfaction of the Development Authority at the sole cost to the developer;
 - c. Be designed so that all points of access and egress are located to the satisfaction of the Development Authority and Alberta Transportation & Economic Corridors;
 - d. Be secured by the installation of appropriate security and buffering measures such as berms, fences, and landscaping. The form of the buffering will be determined by and to the satisfaction of the Development Authority;
 - e. All parking must be provided on the lot and areas for parking developed to the satisfaction of the Development Authority. Normally, onsite parking for private vehicles will adhere to the same standard as parking for a Hotel/Motel;
 - f. Provide financial security such as cash or a letter of credit with the County sufficient to remove and/or reclaim the site if the work camp remains on site after the project is either completed or if the work has stopped to the extent that the County no longer feels that the work camp is necessary to the project, or to reclaim the site if needed after the work camp has been removed from the site; and
 - g. Be separated from adjacent land uses.
- 10.30.7 Maximum parcel coverage shall be such that space is available for all the parking on the lot, together with the applicable setbacks and required landscaping as determined by the Development Authority.
- 10.30.8 Adjacent buildings in workcamps shall be located sufficient distance from each other as required for fire protection purposes as determined by the Alberta *Safety Codes Act* and by the Development Authority.
- 10.30.9 Screening and fencing of storage areas shall be to the satisfaction of the Development Authority.

11. LAND USE DISTRICTS

11.1 ESTABLISHMENT OF LAND USE DISTRICTS

11.1.1 For the purpose of this Bylaw, the County of Barrhead is divided into the following Land Use Districts:

SYMBOL	LAND USE DISTRICT NAME
AG	Agriculture Land Use District
AC	Agriculture Conservation Land Use District
RC	Rural Conservation Land Use District
AP	Airport Vicinity Land Use District
C/I	Commercial/Industrial Land Use District
HC	Highway Commercial Land Use District
CRC	Commercial Recreation Land Use District
UC	Urban Commercial Land Use District
CR	Country Residential Land Use District
CRR	Country Residential Restricted Land Use District
RR	Residential Recreation Land Use District
UR	Urban Residential Land Use District
I	Institutional Land Use District
DC	Direct Control Land Use District
WP	Watershed Protection Land Use District
BRC	Bareland Condominium Residential Recreation District
SP	Statutory Plan Overlay

11.1.2 For the purposes of this Bylaw:

- a. CR, CRR, RR, and UR Land Use Districts shall be considered Residential Districts;
- b. HC, CRC, and UC Land Use Districts shall be considered Commercial Districts; and
- c. C/I District shall be considered a Commercial & Industrial District.

11.1.3 Boundaries of the Land Use Districts are as delineated on the Land Use District Maps in Section 29.

11.1.4 Where uncertainty exists as to the boundaries of the Land Use Districts as shown in Section 29, the following shall apply.

- a. Where a boundary is shown as following a street, lane, stream, or canal, it shall be deemed to be following the centerline thereof.
- b. Where a boundary is shown as approximately following a parcel line, it shall be deemed to follow the parcel line.
- c. In circumstances not covered by 11.1.4.a and 11.1.4.b, the location of the district boundary shall be determined:
 - i. Where dimensions are set out on the Land Use District Map, by the dimensions so set; or
 - ii. Where dimensions are set out on the Land Use District Map with respect to such boundary, by measurement of and use of the scale shown on the Land Use District Map.

11.1.5 Where the application of the above rules does not determine the exact location of the boundary of a district, Council, by resolution, shall fix the portion of the district boundary in doubt or dispute in a manner consistent with the provisions of this Bylaw and the degree of detail as to measurements and directions as the circumstances may require.

11.1.6 After the Council has fixed a district boundary pursuant to the provisions of Section 11.1.4, the portion of the boundary so fixed shall not thereafter be altered except by an amendment of this Bylaw.

11.1.7 Development Authority Officer shall maintain a list of its decisions with respect to boundaries or portions thereof fixed by Council.

12. AGRICULTURAL LAND USE DISTRICT (AG)

12.1 GENERAL PURPOSE:

- 12.1.1 To permit activities associated with primary production and preserve valuable agricultural land from inappropriate development.

12.2 PERMITTED USES

- | | | | |
|--------|-------------------------------------|---------|--|
| 12.2.1 | Agri-tourism | 12.2.9 | Public Utilities |
| 12.2.2 | Agriculture, Extensive | 12.2.10 | Public Utility Buildings |
| 12.2.3 | Agriculture, Intensive | 12.2.11 | Small Animal Breeding & Boarding Services |
| 12.2.4 | Agriculture, Small Scale Operations | 12.2.12 | Sea Can (maximum of 4) |
| 12.2.5 | Agriculture, Value Added | 12.2.13 | Park Models |
| 12.2.6 | Communications Towers | 12.2.14 | Summer Resort Cottages |
| 12.2.7 | Dwellings, Manufactured Home | 12.2.15 | Buildings and uses accessory to permitted uses |
| 12.2.8 | Dwellings, Single Detached | | |

12.3 DISCRETIONARY USES

- | | | | |
|---------|-----------------------------------|---------|---|
| 12.3.1 | Agricultural Support Services | 12.3.22 | Landfills |
| 12.3.2 | Agriculture, Diversified | 12.3.23 | Natural Resource Extraction/Processing |
| 12.3.3 | Animal Services Facilities | 12.3.24 | Places of Worship |
| 12.3.4 | Auctioneering Services | 12.3.25 | Public or Quasi-Public Uses |
| 12.3.5 | Bed & Breakfast Operations | 12.3.26 | Recreational Resorts |
| 12.3.6 | Campgrounds, Basic | 12.3.27 | Recreation Uses |
| 12.3.7 | Campgrounds, Serviced | 12.3.28 | Solar Energy Collection Systems |
| 12.3.8 | Caretaker's Residences | 12.3.29 | Sea Cans (more than 4) |
| 12.3.9 | Childcare Facilities | 12.3.30 | Restaurants |
| 12.3.10 | Clustered Farm Dwellings | 12.3.31 | Service Stations |
| 12.3.11 | Commercial Uses, Rural | 12.3.32 | Schools |
| 12.3.12 | Community Recreation Services | 12.3.33 | Secondary Commercial Use |
| 12.3.13 | Day Homes | 12.3.34 | Suites, Guest House |
| 12.3.14 | Dwellings, Duplex | 12.3.35 | Wind Energy Conversion Systems, Large |
| 12.3.15 | Event Venues | 12.3.36 | Wind Energy Conversion Systems, Small |
| 12.3.16 | General Commercial Retail Service | 12.3.37 | Workcamps |
| 12.3.17 | Guest Ranch | 12.3.38 | Buildings and uses accessory to discretionary uses |
| 12.3.18 | Group Homes | 12.3.39 | Other uses which, in the opinion of the Development Authority, are similar to permitted and discretionary uses. |
| 12.3.19 | Home Occupation, major or minor | | |
| 12.3.20 | Industrial Uses, General | | |
| 12.3.21 | Industrial Uses, Rural | | |

12.4 DEVELOPMENT REGULATIONS

12.4.1	Minimum & Maximum Parcel Area	<ul style="list-style-type: none"> a. For agricultural use – <ul style="list-style-type: none"> i. Minimum parcel area shall be 32.4 ha (80.0 ac) except where a parcel has been, or may be, subdivided in accordance with this Bylaw or applicable statutory plan(s). ii. Maximum parcel area shall be at the discretion of the Subdivision Authority. b. For residential use – <ul style="list-style-type: none"> i. Minimum parcel area for all residential use parcels shall be 0.4 ha (1.0 ac). ii. Maximum parcel area shall be 6.1 ha (15.0 ac) for a farmstead separation and 2.02 ha (5.0 ac) for a vacant residential parcel; and iii. New residential use lots shall be encouraged to be located adjacent to existing residential uses within a quarter section. Exceptions may be made where the adjacent lands do not have suitable access or where the adjacent lands are unsuitable for residential development as a result of site conditions (steep slope, wetlands, geotechnical conditions, etc.). c. Refer to of the County Municipal Development Plan for parcel density policies.
12.4.2	Minimum Front Yard	<ul style="list-style-type: none"> a. 30.0 m (98.4 ft) from the property line fronting a minor 2-lane highway or a local road. b. 40.0 m (131.2 ft) from the property line fronting a major 2-lane highway. c. 30.0 m (98.4 ft) where the property line abuts a lake or river.
12.4.3	Minimum Side Yard	<ul style="list-style-type: none"> a. 6.0 m (19.7 ft) except for a corner parcel where the side yard requirement shall be at the discretion of the Development Authority. b. 30.0 m (98.4 ft) where the side property line abuts a lake or river.
12.4.4	Minimum Rear Yard	<ul style="list-style-type: none"> a. 6.0 m (19.7 ft). b. 30.0 m (98.4 ft) where the rear property line abuts a lake or river.

12.5 REFERRALS:

- 12.5.1 Referral of subdivision and development permit applications shall be in accordance with Section 5.12 – Referral of Applications and all applicable provincial requirements.

13. AGRICULTURAL CONSERVATION LAND USE DISTRICT (AC)

13.1 GENERAL PURPOSE

- 13.1.1 To conserve high capability agricultural areas for continued agricultural production and to minimize conflicts between agricultural and non-agricultural uses in the Thunder Lake and Lac La Nonne Statutory Plan Areas.
- a. Permitted Uses
- 13.1.2 All uses that are listed as Permitted in the Agricultural Land Use District.

13.2 DISCRETIONARY USES:

- 13.2.1 All uses that are listed as Discretionary in the Agriculture Land Use District.

13.3 DEVELOPMENT REGULATIONS

13.3.1	Minimum Parcel Area	a. Minimum parcel area for extensive agricultural uses shall be 32.4 ha (80.0 ac) except where a parcel has been, or may be, subdivided in accordance with this Bylaw or applicable statutory plan(s). b. Minimum parcel area for Small Scale Resource Extraction shall be 16.2 ha (40.0 ac). c. Sizes for other uses shall be at the discretion of the Development Authority, Subdivision Authority or Municipal Planning Commission.
13.3.2	Parcel Density	a. Maximum parcel density per quarter section within this district shall be four (4) parcels, including the remnant of the quarter section and any fragmented parcels except in the Thunder Lake Area Structure Plan where the maximum parcel density per quarter section within this district shall be three (3) parcels.
13.3.3	Minimum Front Yard	a. 30.0 m (98.4 ft) from the front property line.
13.3.4	Minimum Side Yard	a. 6.0 m (19.7 ft). b. Corner parcel side yards shall be determined by the Development Authority.
13.3.5	Minimum Rear Yard	a. 6.0 m (19.7 ft)
13.3.6	Minimum Lake Front Yard	a. 6.1 m (20.0 ft) from the lakeshore or reserve parcel, whichever is closer to the subject property.
13.3.7	Highway Access	b. No development which requires highway access shall be approved unless it can be shown to the satisfaction of the applicable authority that it can be provided with safe access and egress. Access from a Provincial Highway is under the jurisdiction of Alberta Transportation & Economic Corridors

13.4 REFERRALS:

- 13.4.1 Referral of subdivision and development permit applications shall be in accordance with Section 5.12 – Referral of Applications and all applicable provincial requirements.

14. RURAL CONSERVATION LAND USE DISTRICT (RC)

14.1 GENERAL PURPOSE

- 14.1.1 To identify and conserve areas of marginal agricultural land with severe or extremely severe limitations to development. Land in this district is of high environmental or geological significance and may be unsuitable for additional residential or recreational development.

14.2 PERMITTED USES

- 14.2.1 All uses listed as permitted in the Agricultural Land Use District.

14.3 DISCRETIONARY USES

- 14.3.1 All uses listed as Discretionary in the Agricultural Land Use District.

14.4 ENVIRONMENTAL CONSIDERATIONS

- 14.4.1 New subdivision and development applications will not be approved unless the applicant can demonstrate that the proposed subdivision or development will not have a negative impact on environmental resources. At the sole discretion of the applicable authority the proponent may be required to submit additional information or reports to demonstrate that the proposed area is of high environmental or geological significance.

14.5 DEVELOPMENT REGULATIONS

14.5.1	Minimum Parcel Area	a. Minimum parcel area shall be 16.2 ha (40.0 ac) except where a parcel has been, or may be, subdivided in accordance with this Bylaw or an applicable statutory plan.
14.5.2	Parcel Density	a. Maximum density per quarter section within this district shall be four (4) parcels, including the remnant of the quarter section and any fragmented parcels. b. Notwithstanding 14.5.2.a above, within the Thunder Lake Area Structure Plan, the maximum parcel density per quarter section shall be six (6) parcels, including the remnant of the quarter section and any fragmented parcels.
14.5.3	Minimum Front Yard	a. 30.0 m (98.4 ft) from the front property line.
14.5.4	Minimum Side Yard	a. 6.0 m (19.7 ft). b. Corner parcel side yards shall be determined by the Development Authority.
14.5.5	Minimum Rear Yard	a. 6.0 m (19.7 ft)
14.5.6	Minimum Lake Front Yard	a. 6.1 m (20.0 ft) from the lakeshore or reserve parcel, whichever is closer to the subject site.
14.5.7	Highway Access	a. No development which requires highway access shall be approved unless it can be shown to the satisfaction of the applicable authority that it can be provided with safe access and egress. Access from a Provincial Highway is under the jurisdiction of Alberta Transportation & Economic Corridors

14.6 REFERRALS:

- 14.6.1 Referral of subdivision and development permit applications shall be in accordance with Section 5.12 – Referral of Applications and all applicable provincial requirements.

15. AIRPORT VICINITY LAND USE DISTRICT (AP)

15.1 GENERAL PURPOSE

15.1.1 To provide for development in the vicinity of airports located within the County.

15.2 PERMITTED USES

- | | | | |
|--------|---|--------|---|
| 15.2.1 | Aerodromes | 15.2.6 | Public Utilities |
| 15.2.2 | Agriculture, Extensive | 15.2.7 | Public Utility Buildings |
| 15.2.3 | Airports | 15.2.8 | Sea Cans (maximum of 2) |
| 15.2.4 | Dwellings, Manufactured Home
(constructed after December 31, 1996) | 15.2.9 | Buildings and uses accessory to permitted
uses |
| 15.2.5 | Dwellings, Single Detached | | |

15.3 DISCRETIONARY USES:

- | | | | |
|--------|---|---------|---|
| 15.3.1 | Agricultural Support Services | 15.3.10 | Recreational Uses |
| 15.3.2 | Caretaker Residences | 15.3.11 | Service Stations |
| 15.3.3 | Commercial Uses, Rural | 15.3.12 | Solar Energy Conversion Systems |
| 15.3.4 | Community Recreation Services | 15.3.13 | Sea Cans (More than 2) |
| 15.3.5 | Dwelling, Manufactured Home (constructed
on or before January 1, 1997) | 15.3.14 | Buildings and uses accessory to discretionary
uses |
| 15.3.6 | Home Occupations, major | 15.3.15 | Other uses which, in the opinion of the
Development Authority, are similar to
permitted and discretionary uses. |
| 15.3.7 | Home Occupations, minor | | |
| 15.3.8 | Industrial Uses, Rural | | |
| 15.3.9 | Public use | | |

15.4 DEVELOPMENT REGULATIONS

15.4.1	Minimum Parcel Area	a.	64.7 ha (160.0 ac) except where a parcel has been, or may be, subdivided in accordance with this Bylaw or applicable statutory plan(s).
15.4.2	Minimum Front Yard	a.	30.0 m (98.4 ft) from the property line fronting a minor 2-lane highway or a local road.
		b.	40.0 m (131.2 ft) from the property line fronting a major 2-lane highway.
15.4.3	Minimum Side Yard	a.	6.0 m (19.7 ft) except for a corner parcel where the side yard requirement shall be at the discretion of the Development Authority.
15.4.4	Minimum Rear Yard	a.	6.0 m (19.7 ft)
15.4.5	Maximum Height	a.	Maximum allowable building heights shall be regulated by the Airport Management Area Bylaw Regulation, as amended or replaced.

15.5 REFERRALS

15.5.1 Referral of subdivision and development permit applications shall be in accordance with Section 5.12 – Referral of Applications and all applicable provincial requirements.

16. COMMERCIAL/INDUSTRIAL LAND USE DISTRICT (C/I)

16.1 GENERAL PURPOSE

- 16.1.1 To permit activities associated with rural commercial and light to moderately heavy industrial land uses as well as required accessory land uses.

16.2 PERMITTED USES

- | | | | |
|--------|-------------------------------|---------|--|
| 16.2.1 | Agriculture, Extensive | 16.2.10 | Industrial Uses, Rural |
| 16.2.2 | Agricultural Support Services | 16.2.11 | Public Utilities |
| 16.2.3 | Animal Health Care Services | 16.2.12 | Public Utility Buildings |
| 16.2.4 | Auctioneering Services | 16.2.13 | Rural Industrial use |
| 16.2.5 | Automobile Service Centres | 16.2.14 | Service Station |
| 16.2.6 | Car Washes | 16.2.15 | Sea Can (maximum of 2) |
| 16.2.7 | Commercial Uses, Rural | 16.2.16 | Wind Energy Conversion Systems, Small |
| 16.2.8 | Convenience Retail Services | 16.2.17 | Buildings and uses accessory to permitted uses |
| 16.2.9 | Industrial Uses, General | | |

16.3 DISCRETIONARY USES:

- | | | | |
|---------|---|---------|---|
| 16.3.1 | Agriculture, Intensive | 16.3.13 | Place of Worships |
| 16.3.2 | Campgrounds, Basic | 16.3.14 | Public Uses |
| 16.3.3 | Campgrounds, Semi-Serviced | 16.3.15 | Public Buildings |
| 16.3.4 | Cannabis Production and Distribution Facilities | 16.3.16 | Recreation Uses |
| 16.3.5 | Cannabis Retail Sales | 16.3.17 | Sea Cans (more than 2) |
| 16.3.6 | Caretaker Residences | 16.3.18 | Small Animal Breeding and Boarding Services |
| 16.3.7 | Community Recreation Services | 16.3.19 | Solar Energy Collection Systems |
| 16.3.8 | Dwellings, Manufactured Home | 16.3.20 | Wind Energy Conversion Systems, Large |
| 16.3.9 | Dwellings, Single Detached | 16.3.21 | Buildings and uses accessory to discretionary uses |
| 16.3.10 | Government Services | 16.3.22 | Other uses which, in the opinion of the Development Authority, are similar to permitted and discretionary uses. |
| 16.3.11 | Landfills | | |
| 16.3.12 | Natural Resource Extraction/Processing | | |

16.4 DEVELOPMENT REGULATIONS

16.4.1	Minimum Parcel Area	a. May be determined by the Development Authority or Subdivision Authority based on the intended use.
16.4.2	Minimum Front Yard	a. 30.0 m (98.4 ft.) from the property line fronting a minor two-lane highway or local road. b. 40.0 m (131.2 ft.) from the property line fronting a major two-lane highway. c. 7.5 m (24.6 ft.) from the property line fronting an internal roadway.
16.4.3	Minimum Side Yard	a. 6.0 m (19.7 ft.) except for a corner parcel where the side yard requirement shall be at the discretion of the Development Authority.
16.4.4	Minimum Rear Yard	a. 6.0 m (19.7 ft.)

16.5 REFERRALS

- 16.5.1 Referral of subdivision and development permit applications shall be in accordance with Section 5.12 – Referral of Applications and all applicable provincial requirements.

17. HIGHWAY COMMERCIAL LAND USE DISTRICT (HC)

17.1 GENERAL PURPOSE

- 17.1.1 To control development in the vicinity of Provincial Highways. Development should be restricted to that which is required to serve the motoring public.

17.2 PERMITTED USES:

- | | |
|------------------------------------|---|
| 17.2.1 Convenience Retail Services | 17.2.6 Sea Cans (maximum of 2) |
| 17.2.2 Hotels | 17.2.7 Service Stations |
| 17.2.3 Motels | 17.2.8 Wind Energy Conversion Systems, Small |
| 17.2.4 Restaurants | 17.2.9 Buildings and uses accessory to permitted uses |
| 17.2.5 Public Utilities | |

17.3 DISCRETIONARY USES:

- | | |
|--|---|
| 17.3.1 Agriculture, Intensive | 17.3.15 Home Occupation, major or minor |
| 17.3.2 Alcohol Retail Sales | 17.3.16 Industrial, General |
| 17.3.3 Animal Health Care Services | 17.3.17 Landfills |
| 17.3.4 Bed and Breakfast Operations | 17.3.18 Natural Resource Extraction |
| 17.3.5 Campgrounds, Basic | 17.3.19 Park Models |
| 17.3.6 Campgrounds, Semi-Serviced | 17.3.20 Recreation Uses |
| 17.3.7 Cannabis Production and Distribution Facilities | 17.3.21 Public Utility Buildings |
| 17.3.8 Cannabis Retail Sales | 17.3.22 Schools |
| 17.3.9 Caretakers Residences | 17.3.23 Sea Cans (more than 2) |
| 17.3.10 Community Recreation Services | 17.3.24 Small Animal Breeding and Boarding Services |
| 17.3.11 Day Homes | 17.3.25 Buildings and uses accessory to discretionary uses |
| 17.3.12 Dwellings, Manufactured Home | 17.3.26 Other uses which, in the opinion of the Development Authority, are similar to permitted and discretionary uses. |
| 17.3.13 Dwellings, Single Detached | |
| 17.3.14 General Commercial Retail Services | |

17.4 DEVELOPMENT REGULATIONS

17.4.1	Minimum Parcel Area	a. 64.7 ha (160.0 ac) except where a parcel has been, or may be, subdivided in accordance with this Bylaw or applicable statutory plan(s).
17.4.2	Minimum Front Yard	a. 30.0 m (98.4 ft) from the property line fronting a minor 2-lane highway or a local road. b. 40.0 m (131.2 ft) from the property line fronting a major two-lane highway. c. 7.5 m (24.6 ft) from the property line fronting an internal roadway.
17.4.3	Minimum Side Yard	a. No side yard need exceed 6.0 m (19.7 ft) except for a corner parcel where the side yard requirement shall be at the discretion of the Development Authority.
17.4.4	Minimum Rear Yard	a. 6.0 m (19.7 ft)
17.4.5	Highway Access	a. No development which requires highway access shall be approved unless it can be shown to the satisfaction of the approving authority that it can be provided with safe access and egress. Access from a Provincial Highway is under the jurisdiction of Alberta Transportation & Economic Corridors.

17.5 REFERRALS

- 17.5.1 Referral of subdivision and development permit applications shall be in accordance with Section 5.12 – Referral of Applications and all applicable provincial requirements.

18. COMMERCIAL RECREATION LAND USE DISTRICT (CRC)

18.1 PURPOSE

- 18.1.1 To provide opportunities for the development of recreation services, developments and goods generally required by the public in the pursuit of general recreational activities.

18.2 PERMITTED USES

- | | |
|--|--|
| 18.2.1 Campgrounds, Basic | 18.2.7 Public Utilities |
| 18.2.2 Campgrounds, Recreational Vehicle | 18.2.8 Public Utility Buildings |
| 18.2.3 Campgrounds, Semi-Serviced | 18.2.9 Public Uses |
| 18.2.4 Community Recreation Services | 18.2.10 Buildings and uses accessory to permitted uses |
| 18.2.5 Recreational Resorts | |
| 18.2.6 Recreational Uses | |

18.3 DISCRETIONARY USES:

- | | |
|-------------------------------------|---|
| 18.3.1 Alcohol Retail Sales | 18.3.10 Motels |
| 18.3.2 Bed & Breakfast Operations | 18.3.11 Park Models |
| 18.3.3 Caretaker Residences | 18.3.12 Places of Worship |
| 18.3.4 Convenience Retail Services | 18.3.13 Sea Cans |
| 18.3.5 Dwellings, Manufactured Home | 18.3.14 Buildings and uses accessory to discretionary uses |
| 18.3.6 Dwellings, Multi-Unit | 18.3.15 Other uses which, in the opinion of the Development Authority, are similar to permitted and discretionary uses. |
| 18.3.7 Dwellings, Single Detached | |
| 18.3.8 Government Services | |
| 18.3.9 Park Models | |

18.4 DEVELOPMENT REGULATIONS

18.4.1	Minimum Parcel Area	a. 64.7 ha (160.0 ac) except where a parcel has been, or may be, subdivided in accordance with this Bylaw or applicable statutory plan(s).
18.4.2	Minimum Front Yard	a. 30.0 m (98.4 ft) from the property line fronting a minor two-lane highway or a local road. b. 40.0 m (131.2 ft) from the property line fronting a major two-lane highway. c. 7.5 m (24.6 ft) from the property line fronting an internal roadway.
18.4.3	Minimum Side Yard	a. Each side yard must be a minimum of 6.0 m (19.7 ft.) except for a corner parcel where the side yard requirement shall be at the discretion of the Development Authority.
18.4.4	Minimum Rear Yard	a. 6.0 m (19.7 ft).
18.4.5	Highway Access	a. No development which requires highway access shall be approved unless it can be shown to the satisfaction of the approving authority that it can be provided with safe access and egress. Access from a Provincial Highway is under the jurisdiction of Alberta Transportation & Economic Corridors.

18.5 REFERRALS

- 18.5.1 Referral of subdivision and development permit applications shall be in accordance with Section 5.12 – Referral of Applications and all applicable provincial requirements.

19. URBAN COMMERCIAL LAND USE DISTRICT (UC)

19.1 GENERAL PURPOSE

- 19.1.1 The general purpose of this District is to allow for commercial, light industrial, and accessory uses within the Hamlets and residential communities within the County.

19.2 PERMITTED USES

- | | | | |
|--------|------------------------------------|---------|--|
| 19.2.1 | General Commercial Retail Services | 19.2.7 | Restaurants |
| 19.2.2 | Government Services | 19.2.8 | Retail Stores |
| 19.2.3 | Industrial Use, General | 19.2.9 | Sea Cans (maximum of 2) |
| 19.2.4 | Places of Worship | 19.2.10 | Warehouses |
| 19.2.5 | Public Utilities | 19.2.11 | Buildings and uses accessory to permitted uses |
| 19.2.6 | Public Utility Buildings | | |

19.3 DISCRETIONARY USES:

- | | | | |
|---------|---|---------|---|
| 19.3.1 | Alcohol Retail Sales | 19.3.14 | Dwellings, Single Detached |
| 19.3.2 | Amusement and Entertainment Services | 19.3.15 | Group Care Facilities |
| 19.3.3 | Animal Health Care Services | 19.3.16 | Hotels |
| 19.3.4 | Auctioneering Services | 19.3.17 | Motels |
| 19.3.5 | Automobile Service Centres | 19.3.18 | Park Models |
| 19.3.6 | Bed and Breakfast Operations | 19.3.19 | Recreational Uses |
| 19.3.7 | Boarding or Lodging Homes | 19.3.20 | Sea Can (more than 2) |
| 19.3.8 | Cannabis Production and Distribution Facilities | 19.3.21 | Service Stations |
| 19.3.9 | Cannabis Retail Sales | 19.3.22 | Wind Energy Conversion Systems, Small |
| 19.3.10 | Childcare Facilities | 19.3.23 | Buildings and uses accessory to discretionary uses |
| 19.3.11 | Community Recreation Services | 19.3.24 | Other uses which, in the opinion of the Development Authority, are similar to permitted and discretionary uses. |
| 19.3.12 | Drinking Establishments | | |
| 19.3.13 | Dwellings, Manufactured Home | | |

19.4 DEVELOPMENT REGULATIONS

19.4.1	Minimum Parcel Size	a. Shall be at the discretion of the Development Authority.
19.4.2	Minimum Yards, Commercial	a. Retail stores built adjacent to existing similar uses may be built without front or side yard setbacks where there is lane access. Where there is no lane access, one side yard of at least 4.6 m (15 ft.) shall be provided.
19.4.3	Minimum Front Yard, Residential	a. 7.5 m (24.6 ft.)
19.4.4	Minimum Side Yard, Residential	a. 1.5m (5.0 ft.)
19.4.5	Minimum Rear Yard, Residential	a. 7.5 m (24.6 ft.)
19.4.6	Maximum Height	a. Water run-off from roof drains and weeping tile shall not be permitted to be connected to the municipal sanitary system.
19.4.7	Obnoxious Uses	a. No use is to be established that is, or is likely to become, obnoxious by way of noise, odour, or fumes.

20. COUNTRY RESIDENTIAL LAND USE DISTRICT (CR)

20.1 GENERAL PURPOSE

- 20.1.1 The general purpose of this District is to provide appropriate locations for multi- parcel country residential subdivisions and to provide land use development regulations for such residential uses.

20.2 PERMITTED USES

- | | |
|--|---|
| 20.2.1 Dwellings, Manufactured Home
(constructed on or after January 1, 1997) | 20.2.3 Public Utilities |
| 20.2.2 Dwellings, Single Detached | 20.2.4 Buildings and uses accessory to permitted uses |

20.3 DISCRETIONARY USES

- | | |
|--|---|
| 20.3.1 Community Recreation Services | 20.3.10 Recreation Uses |
| 20.3.2 Boarding or Lodging Homes | 20.3.11 Public Utility Buildings |
| 20.3.3 Childcare Facilities | 20.3.12 Sea Cans |
| 20.3.4 Day homes | 20.3.13 Solar Energy Conversion Systems |
| 20.3.5 Dwellings, Manufactured Home
(constructed on or before December 31,
1996) | 20.3.14 Suites, Guest House |
| 20.3.6 Group Homes | 20.3.15 Wind Energy Conversion Systems, Small |
| 20.3.7 Home Occupations, Major | 20.3.16 Buildings and uses accessory to
discretionary uses |
| 20.3.8 Home Occupations, Minor | 20.3.17 Other uses which, in the opinion of the
Development Authority, are similar to
permitted and discretionary uses. |
| 20.3.9 Manufactured Home Park (within Hamlets) | |

20.4 DEVELOPMENT REGULATIONS

20.4.1	Minimum Floor Area	a. Single Detached Dwellings: 55.4 m ² (600 ft ²) b. Manufactured Homes: 37.16 m ² (400 ft ²)
20.4.2	Minimum Site Dimensions	a. Minimum parcel width shall be no less than 46.0 m (150 ft) b. Minimum site area shall be no less than 0.2 ha (0.5 ac) and no greater than 4.0 ha (10.0 ac).
20.4.3	Maximum Height	a. Maximum allowable height for a building shall be 9.1 m (30.0 ft). b. Maximum building height shall not apply to small wind energy conversion systems.
20.4.4	Minimum Front Yard	a. 7.6 m (25.0 ft). No building shall be located within 7.6 m (25.0 ft) of a property line that is either: i. boundary of a public road, or street, or, ii. adjacent and approximately parallel to a lake or river where the lot is adjacent to a lake or river or would be adjacent to a lake or river if not for a reserve lot.
20.4.5	Minimum Side Yard	a. 6.0 m (19.7 ft)
20.4.6	Minimum Rear Yard	a. 6.0 m (19.7 ft)

20.5 ACCESSORY BUILDING REGULATIONS:

- 20.5.1 An accessory building shall not be located closer than 2.0 m (6.5 ft) to a principal building.
- 20.5.2 Water run-off from roof drains and weeping tile shall not be permitted to be connected to the municipal sanitary system.

21. COUNTRY RESIDENTIAL RESTRICTED LAND USE DISTRICT (CRR)

21.1 GENERAL PURPOSE

21.1.1 To provide appropriate locations for multi-parcel country residential subdivisions with the restriction of limiting residential development to single detached dwellings and modular homes only.

21.2 PERMITTED USES:

21.2.1	Dwellings, Single Detached	21.2.5	Wind Energy Conversion Systems, Small
21.2.2	Home occupations, Major	21.2.6	Buildings and uses accessory to permitted uses
21.2.3	Home Occupations, Minor		
21.2.4	Public Utilities		

21.3 DISCRETIONARY USES:

21.3.1	Community Recreation Services	21.3.7	Buildings and uses accessory to discretionary uses
21.3.2	Day Homes		
21.3.3	Park Models	21.3.8	Other uses which, in the opinion of the Development Authority, are similar to permitted and discretionary uses.
21.3.4	Recreation Uses		
21.3.5	Sea Cans		
21.3.6	Suites, Guest House		

21.4 DEVELOPMENT REGULATIONS

21.4.1	Minimum Floor Area	<ul style="list-style-type: none"> a. One Storey, Bi-level: 92.9 m² (1000 ft²) b. One and One-half Storey (Lower Floor): 69.68 m² (750 ft²) c. Two Storey (both floors combined): 130.1 m² (1400 ft²)
21.4.2	Minimum Site Dimensions	<ul style="list-style-type: none"> a. Minimum parcel width shall be no less than 46.0 m (150 ft) b. Minimum site area shall be no less than 0.2 ha (0.5 ac) and no greater than 4.0 ha (10.0 ac).
21.4.3	Maximum Height	<ul style="list-style-type: none"> a. Maximum allowable height for a building shall be 9.1 m (30.0 ft) but shall not apply to small wind energy conversion systems.
21.4.4	Minimum Front Yard	<ul style="list-style-type: none"> b. 7.6 m (25.0 ft). No building shall be located within 7.6 m (25.0 ft) of a property line that is either: <ul style="list-style-type: none"> i. the boundary of a public road, or street, or, ii. adjacent and approximately parallel to the lake shore where the lot is adjacent to a lake or would be adjacent to a lake if not for a reserve lot.
21.4.5	Minimum Side Yard	<ul style="list-style-type: none"> a. 6.0 m (19.7 ft)
21.4.6	Minimum Rear Yard	<ul style="list-style-type: none"> a. 6.0 m (19.7 ft) b. Notwithstanding the above, the minimum roadside setback for lakefront lots shall be at the discretion of the Development Authority Officer.
21.4.7	Obnoxious Uses	<ul style="list-style-type: none"> a. No use is to be established that is, or is likely to become, obnoxious by way of noise, odour, or fumes.

21.5 ACCESSORY BUILDING REGULATIONS:

- 21.5.1 An accessory building shall not be used as a dwelling unless a development permit has been issued for the temporary use of the accessory building as a dwelling.
- 21.5.2 An accessory building shall not be located closer than 2.0 m (6.5 ft.) to a principal building.
- 21.5.3 Water run-off from roof drains and weeping tile shall not be permitted to be connected to the municipal sanitary system.

22. RESIDENTIAL RECREATION LAND USE DISTRICT (RR)

22.1 GENERAL PURPOSE

- 22.1.1 To provide opportunities for multi-lot recreational residential development in the Lac La Nonne and Thunder Lake areas in locations without severe development or environmental limitations. Land within this area exhibits a high recreational value or scenic value and are generally suitable for future residential or recreational development.

22.2 PERMITTED USES

- | | |
|---|---|
| 22.2.1 Dwellings, Manufactured Home
(constructed on or before December 31, 1996) | 22.2.4 Home Occupations, Major |
| 22.2.2 Dwellings, Single Detached | 22.2.5 Home Occupations, Minor |
| 22.2.3 Public Utilities | 22.2.6 Buildings and uses accessory to permitted uses |

22.3 DISCRETIONARY USES

- | | |
|---|---|
| 22.3.1 Day Homes | 22.3.10 Sea Cans |
| 22.3.2 Dwellings, Duplex | 22.3.11 Solar Energy Conversion Systems |
| 22.3.3 Dwellings, Manufactured Home
(constructed on or before January 1, 1997) | 22.3.12 Suites, Guest House |
| 22.3.4 Group Homes | 22.3.13 Tourist Accommodations |
| 22.3.5 Greenhouses | 22.3.14 Wind Energy Conversion Systems, Small |
| 22.3.6 Institutional Uses | 22.3.15 Buildings and uses accessory to discretionary uses |
| 22.3.7 Public and Quasi-Public Buildings and Uses | 22.3.16 Other uses which, in the opinion of the Development Authority, are similar to permitted and discretionary uses. |
| 22.3.8 Park Models | |
| 22.3.9 Recreation Uses | |

22.4 DEVELOPMENT REGULATIONS

22.4.1	Minimum Lot Area	<ul style="list-style-type: none"> a. Single Detached Dwellings – 0.1 ha (0.2 ac) b. Excepting in existing subdivisions where the minimum size for a subdivided lot is 0.4 ha (1.0 ac). c. All other uses - as required by the Development Authority, Subdivision Authority or Municipal Planning Commission.
22.4.2	Maximum Lot Area	<ul style="list-style-type: none"> a. Single Detached Dwellings – 2.0 ha (5.0 ac) of developable land
22.4.3	Minimum Floor Area	<ul style="list-style-type: none"> a. Single Family Dwellings - 55.74 m² (600 ft²) b. For manufactured homes – 37.1 m² (400.0 ft²) c. All other uses - as required by the Development Authority
22.4.4	Minimum Yard Dimensions for Single Detached Dwellings	<ul style="list-style-type: none"> c. Minimum Frontage: 15.2 m (50.0 ft) or as required by the Development Authority or Subdivision Authority. d. Minimum Front Yard: 7.6 m (25.0 ft). No building shall be located within 7.6 m (25.0 ft) of a property line that is either: <ul style="list-style-type: none"> iii. the boundary of a public road, or street, or, iv. adjacent and approximately parallel to a lake or river where the lot is adjacent to a lake or river or would be adjacent to a lake or river if not for a reserve lot. e. Minimum Side Yard: Not less than 1.5 m (5.0 ft), excepting corner parcel, where sides yards shall be determined by the Development Authority. f. Minimum Rear Yard: 6.0 m (19.7 ft)

		<ul style="list-style-type: none"> g. Notwithstanding the above, the minimum roadside setback for lakefront lots at Thunder Lake shall be at the discretion of the Development Authority Officer. h. Minimum Lake Front Yard: 6.0 m (19.7 ft) from the lakeshore or reserve parcel, whichever is closer to the subject property.
22.4.5	Minimum Yard Dimensions for All Other Uses	<ul style="list-style-type: none"> a. As required by the Development Authority
22.4.6	Minimum Servicing Standards	<ul style="list-style-type: none"> a. All developments must be provided with sanitary facilities pursuant to the appropriate Provincial regulations.

23. URBAN RESIDENTIAL LAND USE DISTRICT (UR)

23.1 GENERAL PURPOSE

- 23.1.1 To allow for residential and accessory uses within the Hamlets of Manola, and Neerlandia, as well as the residential communities.

23.2 PERMITTED USES

- | | |
|--|--|
| 23.2.1 Dwellings, Manufactured Home
(constructed on or after January 1, 1997) | 23.2.4 Public Utility Buildings |
| 23.2.2 Dwellings, Single Detached | 23.2.5 Buildings and uses accessory to permitted
uses |
| 23.2.3 Public Utilities | |

23.3 DISCRETIONARY USES

- | | |
|--|---|
| 23.3.1 Animal Services Facilities | 23.3.12 Manufactured Home Parks |
| 23.3.2 Bed and Breakfast Operations | 23.3.13 Park Models |
| 23.3.3 Bordings or Lodging Homes | 23.3.14 Places of Worship |
| 23.3.4 Childcare Facility | 23.3.15 Public or Quasi-Public Uses |
| 23.3.5 Day homes | 23.3.16 Sea Cans |
| 23.3.6 Dwellings, Duplex | 23.3.17 Solar Energy Conversion Systems |
| 23.3.7 Dwellings, Manufactured Home
(constructed on or before December 31,
1996) | 23.3.18 Suites, Guest House |
| 23.3.8 Dwellings, Multi-Unit | 23.3.19 Buildings and uses accessory to
discretionary uses |
| 23.3.9 Group Homes | 23.3.20 Other uses which, in the opinion of the
Development Authority, are similar to
permitted and discretionary uses. |
| 23.3.10 Home Occupations, Major | |
| 23.3.11 Home Occupations, Minor | |

23.4 DEVELOPMENT REGULATIONS

23.4.1	Minimum Lot Sizes, Single Detached Dwellings	Use	Width	Area
		Residential (unserviced)	30.5 m (100.0 ft)	1,858.0 m ² (20,000 ft ²)
		Residential (both services)	15.2 m (50.0 ft)	557.4 m ² (6,000 ft ²)
		Residential (water, no sewer)	30.5 m (100.0 ft)	1,393.5 m ² (15,000 ft ²)
		Residential (sewer, no water)	15.2 m (50.0 ft)	929.0 m ² (10,000 ft ²)
23.4.2	Minimum Lot Sizes, Other Uses	a. Shall be at the discretion of the Subdivision or Development Authority		
23.4.3	Minimum Floor Area	a. Single Family Dwellings: 55.74 m ² (600 ft ²) b. Manufactured Homes: 37.16 m ² (400 ft ²) c. Duplexes: 92.9 m ² (1,000 ft ²) d. All other uses: As required by the Development Authority.		
23.4.4	Minimum Setback Requirements	a. Front Yard: 7.5 m (24.6 ft) b. Rear Yard: 6.0 m (19.7 ft) c. Side Yard: 1.5 m (4.9 ft) d. Side Yard on Corner Side: 4.5 m (14.7 ft) on flanking Street		
23.4.5	Maximum Height Requirements	a. Maximum allowable building height shall be 9.1 m (30 ft).		

23.4.6	Accessory Buildings Regulations	<ul style="list-style-type: none"> a. An accessory building shall not be used as a dwelling. b. An accessory building shall not be located closer than 2.0 m (6.5 ft) to a principal building. c. Water run-off from roof drains and weeping tile shall not be permitted to be connected to the municipal sanitary system.
23.4.7	Obnoxious Uses	<ul style="list-style-type: none"> d. No use is to be established that is, or is likely to become, obnoxious by way of noise, odour or fumes.

24. INSTITUTIONAL LAND USE DISTRICT (I)

24.1 GENERAL PURPOSE

24.1.1 To allow development of uses of either a public or private nature which provide services to the community.

24.2 PERMITTED USES

- | | | | |
|--------|-----------------------------|--------|--|
| 24.2.1 | Community Halls | 24.2.5 | Senior Citizens Homes |
| 24.2.2 | Clubs and Lodges | 24.2.6 | Community Recreation Services |
| 24.2.3 | Hospitals and Nursing Homes | 24.2.7 | Buildings and uses accessory to permitted uses |
| 24.2.4 | Schools | | |

24.3 DISCRETIONARY USES

- | | | | |
|--------|---------------------------------|---------|---|
| 24.3.1 | Cemeteries | 24.3.9 | Solar Energy Conversion Systems |
| 24.3.2 | Childcare Facilities | 24.3.10 | Wind Energy Conversion Systems, Small |
| 24.3.3 | Dwellings, Manufactured Home | 24.3.11 | Buildings and uses accessory to discretionary uses |
| 24.3.4 | Dwellings, Single Detached | 24.3.12 | Other uses which, in the opinion of the Development Authority, are similar to permitted and discretionary uses. |
| 24.3.5 | Places of Worship | | |
| 24.3.6 | Public or Quasi-Public Services | | |
| 24.3.7 | Public Utilities | | |
| 24.3.8 | Sea Cans | | |

24.4 DEVELOPMENT REGULATIONS

24.4.1 All regulations shall be as required by the Development Authority.

25. DIRECT CONTROL DISTRICT (DC)

25.1 GENERAL PURPOSE

- 25.1.1 To provide the Council with final decision-making authority for developments with unique site characteristics or development situated on lands with special or particular significance, while having due regard to applicable statutory plans for the land.

25.2 ALLOWABLE USES

- 25.2.1 Allowable uses and buildings in this Land Use District shall be determined by Council based on the merits of each individual application.

25.3 DEVELOPMENT REGULATIONS

- 25.3.1 Council should apply regulations (e.g. setbacks) in a manner consistent with the type of development allowed for similar use categories. Where no such categories exist, Council may exercise full authority to apply permit conditions.
- 25.3.2 In addition to the information required by this Bylaw for an amendment application, the applicant may be required to provide the following information:
- a. A letter supporting the rationale for why the proposed use is desirable for the site, and its impact on neighbouring sites; and
 - i. additional plans, elevations, perspective drawings, landscaping plans, or other matters that may assist Council in making a decision.
 - ii. Council may consider holding a public hearing or public referral process prior to consideration of any major application within property within this district, prior to finalizing a decision on an application.
- 25.3.3 Council shall review and decide all applications for principal uses on property zoned under this District. Development proposals for secondary or accessory uses may be delegated to the Development Authority at Council's discretion.
- 25.3.4 There shall be no appeal to the Subdivision and Development Appeal Board on decisions made by Council on applications for proposed development on land zoned under the Direct Control District.

26. BARELAND CONDOMINIUM RESIDENTIAL RECREATION DISTRICT (BRC)

26.1 GENERAL PURPOSE

26.1.1 To provide opportunities for a bareland condominium residential recreation resort and associated amenities. This district will apply to the following lands: Plan 1124641, Block 1, Lot 3.

26.2 PERMITTED USES

- | | | | |
|--------|---|--------|--------------------------|
| 26.2.1 | Accessory Buildings and Uses incidental to an established primary use | 26.2.5 | Public Utilities |
| 26.2.2 | Caretakers Residences, maximum of 4 | 26.2.6 | Public Utility Buildings |
| 26.2.3 | Park Models | 26.2.7 | Recreational Use |
| 26.2.4 | Public or Quasi Public Uses | 26.2.8 | Recreational Vehicle |

26.3 DISCRETIONARY USES

- 26.3.1 Community Recreational Services
 26.3.2 Convenience Retail Services
 26.3.3 Eating Establishment
 26.3.4 Home Occupation, minor

26.4 DEVELOPMENT REGULATIONS

26.4.1	Minimum Setbacks	<ul style="list-style-type: none"> a. Minimum lot areas is 695 m² (7481 ft.²) b. Minimum front yard setback is 7.6 m (25.0 ft). For bareland condominium lots with physical site constraints and or unique configurations, a front yard setback of 3 m will be permitted. c. Minimum side yard setback is 1.5 m (5.0 ft). d. Minimum rear yard setback is 6.0 m (19.7 ft). For bareland condominium lots with physical site constraints and or unique configurations, a rear yard setback of 3 m will be permitted.
26.4.2	Density	<ul style="list-style-type: none"> a. Maximum number of bareland condominium lots that may be created is 143. b. Only one Park Model is permitted per bareland condominium lot.
26.4.3	Building Design, Character and Appearance	<ul style="list-style-type: none"> a. Park Models shall not be older than 10 years from date of Development Permit application. b. Maximum floor area of park models (including additions, tip outs, push outs, pull outs, and enclosed decks) shall not exceed 100 m² (1080 ft²) in total.
26.4.4	Minimum Servicing Standards	<ul style="list-style-type: none"> a. All lots must be provided with servicing pursuant to the appropriate Provincial regulations.
26.4.5	Mandatory Additional Referrals	<p>To Alberta Transportation & Economic Corridors For:</p> <ul style="list-style-type: none"> ▪ Subdivision applications within 800.0 m of a Provincial Highway ▪ Development Permit applications within 300.0 m of a Provincial Highway. ▪ Development Permit applications within 800.0 m of a Provincial Highway Intersection.

27. WATERSHED PROTECTION LAND USE DISTRICT (WP)

27.1 GENERAL PURPOSE

27.1.1 To reduce flooding, improve water quality, and maintain wildlife habitat by encouraging the maintenance of natural vegetation adjacent to watercourses and in important watershed areas.

27.2 PERMITTED USES

- | | |
|------------------------------------|---|
| 27.2.1 Agriculture, Extensive | 27.2.4 Home Occupations, Minor |
| 27.2.2 Dwelling, Single Detached | 27.2.5 Buildings and uses accessory to permitted uses |
| 27.2.3 Dwelling, Manufactured Home | |

27.3 DISCRETIONARY USES

- | | |
|---|--|
| 27.3.1 Animal Services Facilities | 27.3.9 Recreation, Extensive |
| 27.3.2 Apiaries | 27.3.10 Suites, Guest House |
| 27.3.3 Bed and Breakfast Operations | 27.3.11 Buildings and uses accessory to discretionary uses |
| 27.3.4 Greenhouses | 27.3.12 Other uses which, in the opinion of the Development Authority, are similar to the above mentioned permitted and discretionary uses |
| 27.3.5 Home Occupations, Major | |
| 27.3.6 Public and Quasi-Public Services | |
| 27.3.7 Public Buildings | |
| 27.3.8 Public Utilities | |

27.4 DEVELOPMENT REGULATIONS

27.4.1	Lot Sizes	<ul style="list-style-type: none"> a. Land which is cleared and in production may be subdivided under the rules set out for the Agricultural Land Use District. b. One existing farmstead may be subdivided out of a complete quarter section under the rules set out for the Agricultural and Rural Residential districts. c. Land which is: <ul style="list-style-type: none"> i. at least 80% covered by mature trees; or ii. at least 80% historically wetland which is incapable of supporting a crop or tame hay may be subdivided into lots with a minimum size of 8.0 ha (20 ac) provided that each lot has a suitable building site.
27.4.2	Number of Dwellings on a Lot	<ul style="list-style-type: none"> a. No more than one dwelling shall be placed on a lot.
27.4.3	Minimum Setback Requirements	<ul style="list-style-type: none"> a. Front Yard: 30.0 m (98.4 ft) from the front property line. b. Rear Yard: 6.0 m (19.7 ft) c. Side Yard: 6.0 m (19.7 ft) d. No development shall be located within 50.0 m (164.0 ft) of a boundary of a lake, creek, stream or ravine.
27.4.4	Maintenance of Natural Vegetation	<ul style="list-style-type: none"> a. No more than 20% of the natural vegetation of a parcel shall be cleared or removed. b. Subdivision Authority may require, as a condition of subdivision approval, that a restrictive covenant, conservation easement, or similar agreement be registered on the title to enforce the restrictions on clearance of natural vegetation.
27.4.5	Maximum Height Requirements	<ul style="list-style-type: none"> a. Maximum allowable building height shall be 9.1 m (30.0 ft).

28. STATUTORY PLAN OVERLAY (SP)

- 28.1.1 The Statutory Plan Areas Overlay is not a District; rather it provides regulations in addition to the requirements of the underlying Land Use Districts within this Bylaw.
- 28.1.2 Purpose of the Statutory Plan Areas Overlay is to identify areas in the County where there is an existing:
 - a. Area Structure Plan;
 - b. Area Redevelopment Plan;
 - c. Intermunicipal Development Plan; or
 - d. Conceptual Scheme.
- 28.1.3 Development in these areas may require additional information to be submitted by the applicant to ensure conformity to the applicable Statutory Plan.
- 28.1.4 Within the Statutory Plan Areas Overlay, the uses listed as Permitted Uses and as Discretionary Uses within the underlying District may be allowed, in accordance with the regulations of those Districts and of this Bylaw.
- 28.1.5 Within the Statutory Plan Area Overlay identified on the Land Use District Map, Schedule A, the regulations of this Section apply in addition to the other regulations of this Bylaw.
- 28.1.6 Policies and objectives affecting these areas are delineated in the respective Statutory Plans including the Thunder Lake Area Structure Plan, the Lac La Nonne Intermunicipal Development Plan, and the County of Barrhead & Town of Barrhead Intermunicipal Development Plan.

29. LAND USE DISTRICT MAP

No changes proposed at this time.

County of Barrhead Land Use Bylaw Update & Modernization Project



Post-Public Hearing Report | June 2024

The following is a summary of submissions and testimony received from community members at the public hearing.

Comments have been lightly edited for clarity, brevity, and relevancy to the proposed Land Use Bylaw (LUB), where necessary for the purposes of this report.

An Amending Motion has been included as Schedule A to this report (will complete after we know all the recommendations).

Topic	Location	Feedback	Response/Recommendation
Language, clarity, and purpose	Throughout the document	<ul style="list-style-type: none"> LUB should be written in plainer language to make it easier to understand. Some parts of the LUB are too vague and allow for the discretion of the Development Authority. Concern as to why a LUB is needed in the first place and the push by the province for red tape reduction. Support for the current state of the draft LUB and proposed revisions. Some County residents have issues with the provisions in the <i>Municipal Government Act (MGA)</i>, not the Land Use Bylaw. 	<ul style="list-style-type: none"> LUB is a required regulatory document that must identify many different processes and requirements for subdivision, development, enforcement, etc. in detail. It is a quasi-legal document that must be written to provide specific guidance for prospective development proponents and approving authorities. Where possible, the document has been written in plain language to be more readable and to provide clarity. County Administration is available to assist County residents and prospective development proponents regarding interpretation of the LUB's content. Draft LUB enables the Development Authority to use their discretion in determining site suitability, variance requests, etc. because the LUB cannot anticipate every possible development scenario. By enabling the Development Authority to use their discretion, they are able to help facilitate development in the County. Administration does not recommend changes to the Land Use Bylaw.
References to legislation	Throughout the document	<ul style="list-style-type: none"> Specific wording and reference to sections in the <i>Municipal Government Act (MGA)</i> or other legislation should be included 	<ul style="list-style-type: none"> Including specific language from provincial legislation would put the LUB at risk of being inconsistent with provincial legislation should the legislation be amended and would make the document significantly longer and more difficult to read. Where appropriate, the LUB cites the <i>MGA</i> or other legislation (to indicate the purpose or authority of the regulation) and indicates that the regulation shall be consistent with the legislation, as amended or replaced. Administration does not recommend changes to the Land Use Bylaw.
References to definitions	Section 3 Interpretation	<ul style="list-style-type: none"> Definitions from legal sources should be used LUB has too many definitions 	<ul style="list-style-type: none"> Most new definitions in the LUB have been adapted from a review of other LUBs in Alberta or have been revised to address land use and development pressures in the County. Definitions in general legal documents may differ; as a bylaw of the County of Barrhead, the definitions included are specifically written to address land use and development matters in the County.

			<ul style="list-style-type: none"> Some of the definitions in the LUB are not used in the document but are included to improve clarity for the various uses that are not included in the permitted or discretionary use lists in the LUB. Administration recommends that the Land Use Bylaw be amended as follows: 3.2 All other words and expressions shall have the meanings assigned to them in the MGA, other applicable provincial legislation, or the County of Barrhead Municipal Development Plan. Administration recommends that definitions be reviewed and refined as Council considers amendments to the Land Use Bylaw.
Agricultural Development	Throughout the document	<ul style="list-style-type: none"> Concern that the County is not protecting agricultural land Everything should be allowed on land in the Agricultural District Concern about fencing height requirements 	<ul style="list-style-type: none"> Draft LUB (and statutory plans adopted by the County) protects agricultural land by limiting the subdivision/conversion of agricultural land for non-agricultural purposes. Agricultural Land Use District enables the development of a wide range of agricultural/rural uses. Draft LUB does not restrict the height of fences in the Agricultural District. Administration does not recommend changes to the Land Use Bylaw.
Development Permits for Farm Accessory Buildings	Section 5.3 Developments Not Requiring a Development Permit	<ul style="list-style-type: none"> This should include grain storage This should exclude all agricultural buildings, or increase the threshold to buildings 5,000 ft² or greater This regulation is cost prohibitive Development permit fees can be expensive/the only expense as part of this type of development (if reusing materials). 	<ul style="list-style-type: none"> Regulatory approach in the draft LUB is to require development permits for all accessory buildings over 500 ft². Cost of a development permit is \$100, and this enables the Development Officer to ensure that the proposed development is compliant with all setback requirements, and to provide the applicant with building permitting information (if applicable). Construction cost of an accessory building of any size is high; this approach would ensure that the landowner wouldn't have to move or remove the development if placed within a setback of a highway (for example). Administration recommends that Council review the maximum size requirement for farm use accessory buildings that do not require a Development Permit (Section 5.3.1.f.ii) and consider increasing the maximum size from 46.5 m² (500 ft.²) to 93.0 m² (1,000 ft.²). Administration recommends that Council review the Rates & Fees Bylaw and consider reducing the Development Permit application fee for applicable developments to alleviate costs for landowners (separate process).
Development Permits for Demolition	Section 5.6 Permission for Demolition	<ul style="list-style-type: none"> Development permit should not be required for demolition 	<ul style="list-style-type: none"> Development permits would only be required for the demolition of structures that required a development permit to be constructed. Development permits are proposed to be required to ensure that the demolition is conducted in a safe manner and does not impact adjacent

			<p>properties, the environment or municipal infrastructure.</p> <ul style="list-style-type: none"> • Administration does not recommend changes to the Land Use Bylaw.
Environmental Reserve & ER Easements	Section 6.4 Requirements & Conditions of Subdivision Approval	<ul style="list-style-type: none"> • Concern that the dedication of environmental reserve and environmental reserve easements is a land grab by the County 	<ul style="list-style-type: none"> • Administration notes that not all subdivisions will require the dedication of environmental reserve or environmental reserve easements. • Administration recommends that the Land Use Bylaw be amended as follows: <i>6.4.7 As a condition of subdivision approval, environmental reserves may will be taken required according to Section 664 of the Act either in the form of a lot (ownership transferred to the County) or as an environmental reserve easement (private ownership is retained).</i>
Enforcement provisions should be removed	Section 8 Enforcement	<ul style="list-style-type: none"> • Enforcement provisions should be removed • Concern that the County is not going to enforce all regulations in the LUB 	<ul style="list-style-type: none"> • A municipality is required to provide for the enforcement of the regulations in it's LUB. • MGA identifies how a municipality may carry out enforcement matters, including the issuance of stop orders, the issuance of violation tags and tickets, and maximum penalties. • Regulations in this section of the LUB are consistent with the MGA. • For clarity, this section specifically identifies that all content in this section is related to the enforcement of LUB regulations exclusively. • Administration does not recommend changes to the Land Use Bylaw.
Development Setbacks	Section 9.5 Development Within or Adjacent to Roadways	<ul style="list-style-type: none"> • Concern that development setback requirements and land acquisition for road widening is a land grab by the County 	<ul style="list-style-type: none"> • Setbacks from highways and other roadways in the draft LUB is consistent with the setbacks in the current LUB. These setbacks are in place for safety reasons, and to protect highway/roadway rights-of-way. • Setbacks from highways and roads does not change ownership of privately owned land. • Administration does not recommend changes to the Land Use Bylaw.
Setbacks from Steep Slopes Near a Water Body	Section 9.7 Development on or Near Slopes	<ul style="list-style-type: none"> • Concern that setbacks from steep slopes (15% or greater) is a land grab by the County 	<ul style="list-style-type: none"> • Setback framework in the draft LUB is consistent with the province's recommendations for steep slopes near water bodies. • Areas within the setback will not be required to be dedicated as environmental reserve or an environmental reserve easement as part of a development and does not change ownership of privately owned land. • Administration does not recommend changes to the Land Use Bylaw.
Dwelling Units on a Parcel	Section 9.15 Dwelling Units on a Lot	<ul style="list-style-type: none"> • LUB should enable intergenerational homes on one lot, and on smaller lots • Concern that allowing more than one dwelling would be problematic in 	<ul style="list-style-type: none"> • County Council considered a wide range of options when developing the proposed regulations in the draft LUB. The proposed approach enables development of a 2nd/additional dwelling of large lots (150 acres and greater) and requires that siting/servicing of the 2nd/additional dwelling meets the criteria for subdivision in the event that a subdivision application is triggered in the future.

		<p>the event of death, divorce, or sale.</p> <ul style="list-style-type: none"> • Concern about affordability of housing in the County. • Cluster farm dwellings and second dwellings on a lot only support those living in Colonies • LUB should enable eco-villages (cooperative living) 	<ul style="list-style-type: none"> • LUB also enables the development of suites to provide for people transitioning into (or out of) the housing market to remain on the farm and provide accommodations for farm workers. • Proposals for the development of clustered farm dwellings must include a business plan as part of the application, and the dwellings must be occupied by persons employed full-time in the operation of an agricultural business on the site. • Eco-villages are defined as “an eco-village is an intentional, traditional or urban community that is consciously designed through locally owned participatory processes in all 4 dimensions of sustainability (social, cultural, ecological and economical) to regenerate social and natural environments” (Source provided in weblink submitted by public hearing attendee). Examples provided in the link include large (i.e. 15,000 ft²) dwellings with multiple dwelling units contained within (housing different family/living groups). • Administration does not recommend changes to the Land Use Bylaw. • Administration requests that Council consider directing Administration to prepare a report on eco-villages if Council wants to consider allowing for their development in the County.
Animal Units/ Food Security	Section 9.21 Animal/Bird Regulations	<ul style="list-style-type: none"> • Number of animals allowed in the non-agricultural districts should be increased to allow for home-based food production • County should not limit the number of dogs that can be kept by farm families • Four (4) dogs is too many on a parcel. • Support for restricting the number of dogs due to safety concerns. • County residents should be able to produce their own food 	<ul style="list-style-type: none"> • Keeping of animals (except dogs) on agricultural parcels is not restricted in this LUB. • Draft LUB proposes a maximum of 4 dogs (increase from 3 in previous LUB) in the Agriculture District and a maximum of 2 dogs (no change) in Residential Districts. • Administration notes that the proposed restriction on the number of animals that may be kept on Residential parcel is intended to ensure that the primary use of the parcel is residential. Keeping of animal regulations on residential lots are based on lot sizes, to ensure that sufficient space is provided for the keeping of animals. • Draft LUB does not restrict ability of individual families to grow food on their lots. • Administration recommends that the chart in Section 9.21.4 be amended to read: <i>Chickens: Keeping of chickens will be in accordance with the County’s Animal Control Bylaw.</i>
Small Animal Breeding & Boarding	Section 9.22 Small Animal Breeding & Boarding	<ul style="list-style-type: none"> • Does not support fencing requirements for Small Animal Boarding & Breeding 	<ul style="list-style-type: none"> • Current LUB requires construction of a fence to enclose all exterior exercise areas; the draft LUB does not propose any change to these regulations. • Small animal breeding and boarding facilities (i.e., kennels) are required to enclose exterior exercise areas to ensure the safety of adjacent landowners and animals. • Administration does not recommend changes to the Land Use Bylaw.

Bed & Breakfast Operations	Section 10.4 Bed & Breakfast Operations	<ul style="list-style-type: none"> • Concern that provisions (as read) are too restrictive in terms of area of home that can be operated as a bed and breakfast and that the number of guests allowed is 2 (as read) 	<ul style="list-style-type: none"> • Bed & Breakfast operations are not considered a minor or major home occupation. There is no limit to the maximum area of a home that can be utilized as a bed and breakfast in Section 10.4. Draft LUB limits maximum number of guest rooms (4); however, there is no specific limitations on the number of guests. • Administration does not recommend changes to the Land Use Bylaw.
RV Storage	Section 10.23 Recreational Vehicles	<ul style="list-style-type: none"> • There should be no limitations on the number of RVs that can be stored on a lot. 	<ul style="list-style-type: none"> • Draft LUB is consistent with the County's current LUB with respect to the storage of RVs on agricultural parcels. • For lots within a residential district, the maximum number allowed (without a development permit) is based on the size of the lot. Additional RVs may be allowed temporarily on a lot with a development permit. • Administration does not recommend changes to the Land Use Bylaw.
Sea Cans	Section 10.26 Sea Cans	<ul style="list-style-type: none"> • Sea cans are cost-effective and should not be restricted on a lot • A development permit should not be required for a sea can • Sea cans should be allowed to be stacked 	<ul style="list-style-type: none"> • Sea cans (with some restrictions are permitted on lots within the County). • On lots greater than 20 ac in area, up to 4 sea cans are allowed without a development permit. Additional sea cans are permitted at the discretion of the Development Authority. • On lots in a Residential Land Use District, a maximum of 1 sea can is allowed, and 1 additional sea can may be placed on a lot at the discretion of the Development Authority. • Restriction on stacking sea cans only applies on lots in a Residential Land Use District. • Sea cans may be used (including stacked) as a building material, if in compliance with all applicable building and safety code requirements for the proposed end use. • Administration does not recommend changes to the Land Use Bylaw.
Tourist Accommodations	Section 10.29 Tourist Accommodations	<ul style="list-style-type: none"> • Concern that this will enable the running of hotels in the Residential Recreation Land Use District. • This is a commercial use, should not be allowed in residential areas. • Concern about excess traffic, noise, parking on roads, uncontrolled pets, etc. • Concern about impacts on wastewater systems at Lac La Nonne. • Inclusion of these regulations is not necessary and infringes on 	<ul style="list-style-type: none"> • Current Land Use Bylaw is silent on the topic of tourist homes. County recognizes that many tourist homes are operating today. • County has developed a development permit application process and regulations to ensure that tourist homes are safe, compliant with provincial health and safety requirements, and at a scale that limits impacts on adjacent property owners (i.e. limiting size of rental groups, maximum number of groups at one time, providing onsite parking, etc.). • Administration notes that in the draft LUB, 'Tourist Accommodations' is only a discretionary use in the Residential Recreation District. • Use of a Tourist Accommodation by guests (the maximum number of which is limited in the draft LUB) does not significantly increase the impact on the wastewater system any more than if the dwelling was owner-occupied year round.

		<p>rights to use home for living purposes.</p> <ul style="list-style-type: none"> • Issues with contacting owners of Tourist Accommodation to rectify offsite impact issues. • Requirement to apply for a development permit annually is unnecessary and complicated. • Concern about nuisance dogs associated with guests. • This use is not appropriate at lake communities • Should be regulated differently at lake communities than in the rest of the County. • Landowners should be able to rent RVs on their lots as Tourist Accommodations. • Development Permit application fees should be set high to provide for enforcement. • Tourist Accommodations should be taxed at a commercial rate. 	<ul style="list-style-type: none"> • This approach would enable enforcement by the County. • Administration recommends that the Land Use Bylaw be amended to include ‘Tourist Accommodations’ in the list of discretionary uses in the Agricultural Land Use District. This would enable the development of Tourist Accommodations in the Agricultural Conservation & Rural Conservation Land Use Districts as well, as their list of discretionary uses is the same as the Agricultural Land Use District. • Administration recommends that the Land Use Bylaw be amended to require the notification of adjacent landowner prior to the issuance of a development permit for a Tourist Accommodation.
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The following is a list of proposed amendments to proposed Bylaw No. 4-2024, the County of Barrhead Land Use Bylaw following the bylaw's June 2024 public hearing.

1. Entire Land Use Bylaw

Correct minor typographical errors throughout the document, including incorrect spelling, section references, grammar, measurement, formatting, and list numbering.

2. That the following be added to Section 3 (Definitions) as subsection 3.2:

3.2 All other words and expressions shall have the meanings assigned to them in the Municipal Government Act, other applicable provincial legislation, or the County of Barrhead Municipal Development Plan.

3. That subsection 6.4.7 (Requirements & Conditions of Subdivision Approval) be revised as follows (changes shown in bold):

*6.4.7 As a condition of subdivision approval, environmental reserves ~~may will~~ be ~~taken~~ **required** according to Section 664 of the Act either in the form of a lot (ownership transferred to the County) or as an environmental reserve easement (private ownership is retained).*

4. That the chart in subsection 9.21 (Animal/Bird Regulations) be revised as follows (changes shown in bold):

*Chickens: ~~15 Keeping of laying hens will be in accordance with the future County's Animal Control Bylaw~~ **Keeping of chickens will be in accordance with the County's Animal Control Bylaw.***

5. That subsection 10.29 (Tourist Accommodations) be revised to include the following as 10.29.13:

10.29.4 Prior to the issuance of a development permit for a Tourist Accommodation, the Development Authority shall notify and seek comments from all adjacent landowners.

6. That subsection 12.3 (Discretionary Uses, Agriculture Land Use District) be revised to include the following as 12.3.35 (and all subsequent numbering be updated accordingly):

12.3.35 Tourist Accommodation



2024 COUNCIL RESOLUTION TRACKING LIST

(Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2024-205	Prepare Draft resolution for Pembina Zone mtg to request RMA to setup a working group to examine and understand challenges of addressing rural crime.	CAO	Upcoming Pembina Zone meetings prior to Fall RMA Convention - July 22, 2024 & October 21, 2024	Underway
2024-203	Denied request from Barrhead & District Senior Citizens Society for funding (up to \$12K) to assist with kitchen upgrades at Senior Centre	CAO/EA	Letter sent	Complete Jun 20/24
2024-195,196,197	Authorized Reeve to sign MOA's for STIP funding for bridge files 74538, 74974, 77360	CAO/EA	Signed & sent to Alberta Transportation for Minister's signature	Underway
2024-183	Approved Barrhead & District Twinning Committee to co-host the 2027 Twinned Munis Conference at a maximum cost of \$2,500.	CAO/CS	Letter sent June 20, 2024	Complete Jun 20/24
2024-180	Enter into an agreement with ROHI Engineering to carry out Rural Road Study with additional traffic counting, for a cost of \$122,622.80.	PW	Contractor notified, waiting for agreement	Underway
2024-177	Public Auction to be held Dec 4/24 at 2:00 p.m. in Council Chambers; CAO to act as auctioneer.	CAO		Not started
2024-176	Rescind Policy 26.03 General Penalties	EA	Updated in mfiles	Complete Jun 7/24
2024-175	Adopt Bylaw 6-2024 repealing 4-87 & 60-84	EA/CAO	Bylaw is signed and all updated in mfiles	Complete Jun 13/24
2024-167	Consign Unit #220, a 2018 John Deere 772GP grader, to Ritchie Bros. Auctioneers with a guaranteed price of \$145,000, with the County to receive 80% of proceeds above \$164,500.	PW	Agreement signed and awaiting next auction; Waiting finalized agreement	Underway
2024-162	Approved tax-exempt status for the tax years 2024, 2025, and 2026 for Roll #120405007, 120406006, and 120407005	CS	Noted on assessment file	Complete May 21/24
2024-161	Include 2024 Community Grant Budget discussion on a future meeting of Council.	CAO	Scheduled for C.O.W in June 2024	Complete Jun 14/24

2024-160	Approved community grant of \$250 to Naples Community Hall	EA/CAO	Applicant informed of decision	Complete May 23/24
2024-159	Proclaimed May 27 – 31, 2024, as Alberta Rural Health Week	EA/COMM	Posted in office and on website	Complete May 23/24
2024-154	Change Committee of Whole mtg to June 14/24	CAO	New meeting request sent to Council/staff	Complete May 10/24
2024-152	Approved policies FN-001, FN-002 & FN-003	EA/CS	Policies updated in Mfiles	Complete May 10/24
2024-150	Received Enforcement Services Report for info	CPO/COMM	Posted to website	Complete May 23/24
2024-149, 179	Approved purchase salt/sand storage building incl installation from Coverco Buildings Ltd. for the price of \$395,426.65 excluding GST.	PW	Pad constructed by COB; Contracts awarded for paving, building; Company notified	Underway
2024-148	Awarded tender for bridge repairs on BF 70370 to Bridgemen Services Ltd. at the value of \$92,085.	PW	Contract signed; Contractor notified	Complete May 27/24
2024-147	Awarded 2024 crack sealing contract to Alberta Parking Lot Services to max of \$102,120	PW	Agreement signed; Contractor notified	Complete May 7/24
2024-146	Awarded contract for shoulder pull to Wallis Bros. Construction Ltd. for a total cost of \$144,000	PW	Agreement signed; Contractor notified	Complete May 10/24
2024-145	Approved landowner agreements for Poject 24-241	EA/CAO	Agreements signed	Complete May 9/24
2024-144	Approved in-kind support of up to \$1,600 for Barrhead & District Historical Society - Pioneer Church cleanup	PW	Cleanup complete	Complete May 9/24
2024-142	Grass Cutting Contracts renewed for sites 1-14	EA/PW	Signed and finalized	Complete May 10/24
2024-141	Approved grass cutting contract at MacGill Estates	EA/PW	Signed and finalized	Complete May 14/24
2024-140	Appointed Chelsea Jaeger as Weed Inspector & Pest Inspector and Jayleana Baron as Weed Inspector	CAO/AG	Inspector identification issued	Complete May 16/24
2024-139	Appointed Don Medcke as Ag Fieldman	CAO/COMM	Website updated	Complete May 8/24
2024-138	Declared June 3-9, 2024 as Seniors' Week	EA/COMM	GOA notified, posted in office & on website	Complete May 16/24
2024-136-137	1st Reading of LUB and set public hearing for June 6, 2024 at 10:00 am	DEV/CAO	PH occurred; Council approved 1st reading; Advertising for PH underway in accordance with legislation	Complete Jun 6/24

2024-129	Support withholding funds from BDHS and send letter to TOB requesting they do the same	CAO	Letter sent to Town of Barrhead CAO	Complete Apr 17/24
2024-128	Bring back to Council recommendations for the Thunder Lake Lagoon following PW April 17, 2024 meeting with AEP	PW/CAO	Reported to Council on Jun 4/24; BN to Council on May 28/24; May 24/24 - GOA emergency release approved based on proposed plan and data analysis, permission granted for release on Public Lands; Ongoing work with AEP to explore options for emergency discharge; PW met with AEP.	Complete Jun 4/24/24
2024-127	Supported C. Preugschas to serve on AB Coop Ag Extension Pilot project and max 18 per diems	CAO	Letter sent to Prov Ag Board	Complete Apr 18/24
2024-125	Approved 2024 road construction agreements for project 24-240	PW/EA	Agreements finalized	Complete Apr 17/24
2024-122-123	Approved 3-Year Financial Plan & 10-Year Capital Plan	CS/CAO	Posted to website April 19, 2024	Complete Apr 19/24
2024-121	Adopted Tax Penalty Bylaw 3-2024	CS/EA	Posted to website	Complete April 17/24
2024-117	Adopted 2024 Property Tax Bylaw 2-2024	CS/EA	Posted to website	Complete Apr 17/24
2024-113	Revised 2024 Capital Budget from \$6,459,335 to \$7,600,225	CS/CAO	Posted Operating Budget, Capital Budget, Budget Presentation and Budget Overview to website April 19, 2024	Complete Apr 19/24
2024-112	Adopt 2024 Operating Budget as presented with operating expenditures & revenue of \$19,145,635	CS/CAO		Complete Apr 19/24
2024-111	Accepted 2023 ASB Status Report	AF/CAO	Documented as required by <i>ASB Act</i>	Complete Apr 16/24
2024-110	Approve community grant of \$2,000 to Community Pumpkin Walk	EA/CAO	Letter sent to recipient	Complete Apr 18/24
2024-109	Approve community grant of \$2,500 to Mellowdale Community Hall	EA/CAO	Letter sent to recipient	Complete Apr 18/24
2024-108	Approve community grant of \$2,500 to Cross Roads Community Centre	EA/CAO	Letter sent to recipient	Complete Apr 18/24
2024-102	Administration to fill out the ICF Survey for Municipal Affairs	CAO	Survey submittted	Complete Apr 11/24
2024-099	Approved amendements to PS-003 CPO Traffic, Pursuit & Emergency Response Policy	EA/CPO	Policy updated and sent to APSES	Complete Apr 2/24
2024-098	Approve community grant of \$1,500 for Barrhead Indigenous Day Committee	EA/CAO	Letter sent to recipient	Complete Apr 9/24

2024-097	Accept 2nd What We Heard Report & Proceed with 1st Reading of LUB on May 7, 2024, Council meeting.	CAO/DEV	1st reading was approved by Council on May 7/24; Report posted to website	Complete May 7/24
2024-094	Publish the 2023 audited financial statements to the County website	COMM/CS	Posted to website	Complete Apr 12/24
2024-089	Deny request to cancel the permit fee for the 2nd temporary residence application within Lot 1 Block 1 Plan 202 1587 (SE 4 60 5 W5).	EA/CAO	Letter sent	Complete Apr 11/24
2024-070	Adopted Bylaw 1-2024 Rates & Fees Bylaw	EA/CAO	Posted on website	Complete Mar 15/24
2024-074,075	Approve Policy FN-005 and rescind 12.36	EA/CAO	Policies updated in Mfiles	Complete Mar 7/24
2024-072,073	Approve Policy PW-001 and rescind 32.27	EA/CAO	Policies updated in Mfiles	Complete Mar 7/24
2024-071, 145	Cancel Project 24-540 and directs PW to reach out to landowners on future planned projects to secure an additional 5 miles of road construction for the 2024 season.	PW/CS	Agreements approved for replacement project #24-241 W of 6 & 7-58-4-W5 of 2 miles; Negotiations underway	Underway
2024-070	Dispose of Unit 542, Unit 533 along with its plow attachments, which are Units 535, 536, and 537, as well as the plow attachments from Unit 543, which are Units 544 and 540.	PW/CS		Underway
2024-069, 178	Following the arrival of the new gravel truck and pup, dispose of Unit 532, 532A, and 532B.	PW/CS	Disposal awarded to Ritchie Bros.	Underway
2024-068	Not include Unit 543 in the disposal list in the 2024 Capital Budget in order to utilize this truck as a permanent oil/water tank truck.	CS/CAO	List updated	Complete Mar 22/24
2024-067	Approved engaging Hayworth Equipment Sales to carry out the supply and rig up of the truck box and triaxle pup at the cost of \$123,980.	PW	Hayworth Equipment notified	Complete Mar 6/24
2024-066	Approved engaging Wabash Manufacturing to supply and install an oil tank at the cost of \$115,435.	PW	Wabash Manufacturing notified	Complete Mar 6/24
2024-065	Approved engaging Viking Cives to carry out the rig up of two plow trucks for \$308,322.40	PW	Viking Cives notified	Complete Mar 6/24

2024-062	Council approved signing the land exchange agreement and to cancel the portion of Road Plan 2000MC north of NW 2-62-4-W5 containing approximately 0.938 ha (2.32 acres).	EA/DEV	Alberta Transportation contacted for permission to close portion of road plan	Underway
2024-061	Appointed Fire Guardians for Apr 2024-Mar 2025	CAO/EA	List has been updated and Fire Chief informed	Complete Mar 7/24
2024-053	Accept 2022 year-end financial reports; subject to audit adjustments & year end finalizations.	CS/CAO	2023 Year End Closed	Complete Feb 20/24
2024-046-49	Approve CPO policies PS-003, PS-008, PS-011, PS-014	CAO/EA	Policies updated in Mfiles	Complete Feb 23/24
2024-045	Rescind policies 25.01, 74.01, 74.03	CAO/EA	Policies status in Mfiles updated	Complete Feb 23/24
2024-042-44	Appointed ARB officials for CRASC	CAO/EA	ARB clerk notified of appointments	Complete Feb 21/24
2024-041	Approved community grant to Volunteer Appreciation for \$1,250	CAO/EA	Letter and cheque sent	Complete Feb 23/24
2024-040	Approved one-time donation of \$1,000 for community program & resource guide	CAO/EA	Letter and cheque sent	Complete Feb 23/24
2024-039	Include construction of a 2nd permanent dwelling on Ag parcels in the 1st draft of the Land Use Bylaw as presented in Option B.	DEV/CAO	Included in first draft document to be presented to Council on May 7, 2024	Complete Feb 22/24
2024-031	Approved RCMP annual policing priorities for County	CAO	Document signed by Reeve; Waiting for documents from RCMP for Reeves signature	Complete Apr 16/24
2024-030	Approved purchase of 2024 trucks; Chev 1500 for \$61,500; Ford F-250 XLT for \$74,954; Ford F-450 XL for \$74,053	PW/EA/CAO	Letters sent to dealerships informing of decision	Complete Feb 12/24
2024-027	Approved additional funding sources for 2023 capital projects (2022-440, 2023-640 & 2023-742)	CS/CAO	Done.	Complete Feb 6/24
2024-025	Move Gravel Pit Reclamation Reserve and Landfill Reserve to interest bearing reserves.	CS/CAO	Done. Reserve to bear interest starting Jan 1, 2024	Complete Feb 6/24
2024-022,023,024,026	Approved reserve transactions & reserve report	CS/CAO	Transactions recorded and Report updated.	Complete Feb 6/24
2024-021	Denied community grant to Bhd Community Program & resource guide committee	CAO/EA	Applicant informed of decision	Complete Feb 6/24
2024-020	Approved community grant to Bhd Street Festival for \$2,500	CAO/EA	Letter and cheque sent	Complete Feb 7/24

2024-019	Approved community grant to Paddle River GC for \$2,500 to replace deck, stairs, ramp	CAO/EA	Letter and cheque sent	Complete Feb 7/24
2024-010	Approved swoop and crest decal for County Peace Officer vehicle	CAO/CPO	Design submitted	Complete Jan 16/24
2024-006	Write-off uncollectable AR account as recommended for invoice # IVC402525 in the amount of \$1,850	CS/CAO	Journal Entry completed	Complete Jan 16/24
2024-005	Forgave charges to Barrhead & District Historical Society for fire-fighting at Pioneer Church; \$3,000 to be funded from Community Organizational Reserve	CS/CAO	Journal Entry completed	Complete Jan 17/24
2024-004	Forgave charges to St. Aidans Community Church for fire-fighting; \$1,350 to be funded from Community Organizational Reserve	CS/CAO	Journal Entry completed	Complete Jan 17/24
2023-458	Supported grant application up to \$40K for SCOP	DEV/CAO	Grant application submitted	Complete Jan 10/24
2023-456	Approved agreement with Luke's Contract Hauling for the period January 1, 2024 to December 31, 2026	EA/CAO	Contract fully executed	Complete Jan 4/24
2023-372	Set Ag lease rate of \$30/acre in SE 25-61-6-W5 for a 3 year term	CAO/EA	Agreement executed; Agreement sent to tenants for signature	Complete Feb 1/24
2023-297	Execute the CRTC-approved Next Generation 911 Local Government Service Agreement as provided by Telus Communications Inc.	CAO	Received finalized agreement; Service Agreement returned to Telus	Complete Jun 20/24
2023-296	Negotiate Use Agreement with NSC to construct a ball diamond near Neerlandia Lagoon and bring back to Council for final consideration.	CAO/DEV	Agreement shared with NSC; project likely put on hold until 2025; Draft agreement being prepared to support discussions	Underway
2023-256	Initiate road closure process to close an undeveloped road allowance related to sand and gravel extraction activities.	CAO/DEV	Operator has been notified of the process ahead; waiting for confirmation of interest	*Underway
2023-254	Continue on current path as outlined in County Strategic Plan & Economic Development Plan; PLUS conduct research on other models in Alberta to explore options to promote Regional Tourism.	CAO/DEV	Grant funds received for NEW 2024 Business/Tourism Conference & Tradeshow; progress being made on YOLO marketing strategy	Complete Apr 5/24
2024-103, 2023-238	Contact "Alberta Carbon Grid" to present at a future Council meeting.	CAO/EA	Company has determined location, topic no longer relevant.	Rescinded

2023-210	Authorized to negotiate and refine the scope of the project with Next Architecture Inc., up to a maximum of \$146,570 + GST.	CAO	Discussed w NEXT to confirm capacity	*Underway
2023-208	Administration to send a letter of intent to Maykut Farms expressing the County's desire to enter into a lease agreement in 2026 for a portion of the gravel pit located in NE 3-63-4-W5.	PW/CAO	Revisions made & resent to pit owner; Letter of Intent sent to pit owner; Discussion with owner to confirm specifications, letter drafted; Gravel pit owner notified verbally of County's intent	Underway
2023-204	Tender Unit #220, a 2018 John Deere 772GP motor grader with snow wing, before arrival of new replacement motor grader.	PW	New grader arrived May 23/24; Decision for disposal to Council May 21; Awaiting arrival date of new grader	Complete May 23/24
2023-098	Cost share (50:50) with TOB purchase of 2023 John Deere 755K Landfill Track Loader (\$608,000 plus GST) from Brandt Tractor Ltd. as per 2023 Waste Management Capital	FIN/PW	Invoice is being processed; Delivered Sept 25 and awaiting invoice from Town in January; Ordered	Complete Jan 16/24
2023-064; 2024-064	Approved Admin to enter into an agreement with Western Star North to purchase 3 Western Star 47X SB trucks for delivery in 2024 & 2025 as per 10-yr Capital Plan; bring back final pricing to Council for final order approval	PW/CAO	Council approved purchase of 3 trucks at a cost of \$735,077; Western notified of intent to purchase	Complete Mar 5/24
2022-448	Draft congratulatory letter for Reeve's signature to new Min of MA and provide info on County of Barrhead strategic initiatives.	CAO/EA	New minister, revising message	Underway
2022-321	Authorized signing Emerg Mgmt Mutual Aid Agreement with LSAC	CAO	Received electronic file; Awaiting Signatures from LSAC	Complete Mar 14/24
2022-166	Preliminary consolidated report on status of wastewater infrastructure	CAO/PW/DF	Consolidating all lagoon reports (T.L. received Dec/22); incorporating asset management principles and discussions with LSAC	Underway
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Met with VSU representative to better understand situation/impact; Rough draft prepared	Underway
2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Notes distributed	Underway
2018-029	Service Contract Review	FIN/EA/CAO	Initial list has been compiled.	Underway
2017-325	Develop a bylaw to provide necessary tools to deal with enforcement issues as an interim step	CAO/Dev	Bylaw is drafted, timeline to be discussed with Council; Work with LSA Bylaw enforcement to draft bylaw to use in the interim while developing a more substantive bylaw through public consultation	Underway

2017-245	Policy for Special Events	CAO/Dev	Reviewing policies from neighbouring municipalities	Underway
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AAIP Rural Renewal Stream Monthly Status Report



TO DATE
June 2024 (Nov 7, 2022 - June 30, 2024)

EMPLOYERS		
Employers that have expressed interest	2	41
Employers enrolled	1	30 (13 active employers with open vacancies)

CANDIDATES		
Candidates that have expressed interest*	3	179
Candidates endorsed	4	112
(Current temp. foreign worker in Canada)	(4)	(72)
(International applicants)	(0)	(40)

POSITIONS		
Total positions enrolled in RRS (vacant or filled)	5	167 (42 positions currently vacant)
Positions filled through RRS	4	112
(Started working & living in community)	(3)	(61)
(Pending nomination or arrival to community)	(1)	(51)

*Number may not be fully representative of candidate interest, as the County may not hear from every interested candidate who applies to the employer directly.



Graders

- Area graders are blading gravel roads and spreading gravel

Gravel

- Working out of the Fort Assiniboine pit, we are gravelling 2024 maintenance projects utilizing contract and County trucks. Total yards hauled on projects is 28,000 yards.
- 5-year report for Moosewallow Pit will be submitted to AEP June 28 by WSP Engineering. 5-year report consists of a site survey and documents any changes that have been made to the pit.

Road Construction

- Permazyme - Base stabilization work has been completed on Jobs 450 (Lightning Bay) and 150 (Elks Beach Road)
- Job 23-740 (Range Road 32 between Township Roads 613 and 614), existing road is built out of black dirt making it necessary to undercut the old road before placing the new clay fill.

Drainage

- Beaver dam removal on plugged culverts

PW Buildings

- Salt/Sand Shed - Asphalt pad has been completed by Border Paving Ltd. Building construction is planned to begin the end of July.
- Repairs to Public Works shop front entrance have been completed. Concrete pilings have been removed and replaced and the roof relevelled.
- DEF Storage Building is built with electrical and heating work to be completed.

Labour

- Road ban signs changed, hand brushing, transfer station and campground maintenance.

Shop

- Equipment maintenance and repair.

Utilities

- Staff dealt with a power outage on June 21, 2024, managing facility by-pass valves to ensure water services remained functioning in Neerlandia and Manola.
- Backup emergency generator was set up at Neerlandia from June 24 - 26 due to a 3-phase power imbalance in the Fortis supply lines. This imbalance did not allow the distribution pumps to operate and also affected some other local businesses and facilities that utilize 3 phase power. Generator supplied steady power to the water distribution plant while Fortis rectified the issue.
- Thunder Lake lagoon emergency release is scheduled to be completed on July 2, 2024. Lagoon level has dropped approximately 0.8 m and is set to re-open July 3, 2024.
- All other testing and monitoring are being carried out as per normal operations.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

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AR114222

Dear Chief Elected Officials:

The Government of Alberta administers federal funding through the Canada Community-Building Fund (CCBF) to provide Alberta communities with flexible capital funding to invest in local infrastructure priorities. As you may be aware, the Canada-Alberta agreement for the CCBF for 2014-24 expired on March 31, 2024. The Alberta government is in active negotiations with the Government of Canada on a 10-year renewal agreement that will cover the 2024-34 period.

The Government of Canada sent a draft renewal agreement to Alberta late in 2023, and the agreement has several aspects that are concerning for Alberta and for local governments. As a result, we are standing up for the interests of Alberta in negotiations and doing our utmost to ensure funding continues to flow to local governments with as much flexibility as possible to address local priorities without unnecessary administrative burdens. As these negotiations are ongoing, there may be delays in the 2024 program, including the notification of allocation amounts and timing of payments to local governments.

As discussions with the federal government continue, we are working with the municipal associations to ensure the Alberta government understands the perspectives of local governments. We will continue to advocate for your interests and the interests of the province, and I will provide more information on the signing of the agreement as soon as possible.

Thank you for your understanding and patience during this renewal process.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers