



REGULAR COUNCIL MEETING AGENDA
June 24, 2019 - 2:00 PM
COUNCIL CHAMBERS

- 0.0 PUBLIC HEARING
- 1.0 CALL TO ORDER
 - 1.1 Conflict of Interest Declaration: Pecuniary and Non-pecuniary
- 2.0 ADDITIONS TO/ADOPTION OF THE AGENDA
- 3.0 ADOPTION OF THE MINUTES
 - 3.1 Regular Council Meeting Minutes – June 10, 2019
 - 3.2 Special Council Meeting Minutes – June 9, 2019
- 4.0 BUSINESS ARISING FROM THE MINUTES
 - 4.1 Firehall Addition & Renovation – Construction Update – A. Koester
 - 4.2 Centennial Pathway Update – A. Koester
- 5.0 DELEGATION
 - 5.1 2:45pm, Council Presentation of Cheques to Grant Recipients
- 6.0 BYLAWS
 - 6.1 Re-zoning LUB 759-P-06-19 (1st Reading) – S. Croil
- 7.0 NEW BUSINESS
 - 7.1 AUMA Attendance – September 25 - 27, 2019 – L. Unger
 - 7.2 Annexation Rezoning Summary – S. Croil
 - 7.3 Intermunicipal Collaboration Framework (ICF) Update – K. Hastings

8.0 DEPARTMENTAL REPORTS

- 8.1 Financial Variance Report – January to May 2019 – K. Beauchamp
- 8.2 Street Lighting Update – T. May, S. Croil
- 8.3 Alberta Capital Finance Authority – Interest Rates for Borrowing – K. Beauchamp
- 8.4 Coaldale Community Grant Recipients 2019 – L. Unger

9.0 COUNCIL REPORTS

- 9.1 Centennial Homecoming Weekend Update – August 3 & 4, 2019 - D. Lloyd
- 9.2 Handi-Ride Update – B. Chapman

10.0 CORRESPONDANCE

- 10.1 K. Frache - Correspondence Regarding School Site Selection

11.0 INFORMATION ITEMS

- 11.1 Barons Eureka Warner FCSS – Board Meeting Minutes for May 2019
- 11.2 Alberta Recreation & Parks Association – Awards available for application

12.0 CLOSED MEETING

- 12.1 Legal Update – K. Hastings (FOIPP Sections 16 and 17)
- 12.2 CAO Report – K. Hastings (FOIPP Sections 16, 17, 23 and 24)

13.0 ADJOURNMENT



REGULAR COUNCIL MEETING MINUTES
JUNE 10, 2019 – 2:00 P.M.
COUNCIL CHAMBERS

PRESENT:

Mayor	K. Craig
Councillors	D. Lloyd, J. Abrey, B. Chapman, R. Hohm
Administration/Staff	K. Hastings, K. Bly, K. Beauchamp, C. Hoffman, C. Mills, J. MacPherson, K. McKeown, A. Koester
Recording Secretary	L. Unger
Media	N. Jamieson – Sunny South News, T. Vogt – CTV, D. Ferris – Global Lethbridge
Delegates	None

ITEM 135 1.0 CALL TO ORDER

- Mayor Craig called the meeting to order at 2:00 p.m. Councillor Pauls and Councillor Simpson were absent from the meeting.

ITEM 136 1.1 CONFLICT OF INTEREST DECLARATION

- Mayor Craig inquired as to whether there were any pecuniary or non-pecuniary conflicts of interest to be declared at the meeting. None declared.

ITEM 137 2.0 ADDITIONS TO/ADOPTION OF THE AGENDA

- Mayor Craig noted that Item 12.1, Land Sale, would be struck from the agenda.

MOTION 160.19 *Councillor Lloyd moved that Council accept the June 10, 2019 Agenda as amended.*

5-0 Carried

ITEM 138 3.1 REGULAR COUNCIL MEETING MINUTES – MAY 27, 2019

MOTION 161.19 *Councillor Chapman moved that Council accept the May 27, 2019; Regular Council Meeting Minutes as circulated.*

5-0 Carried

ITEM 139 4.1 INFORMATION FOLLOW-UP – JOINT HIGH SCHOOL / RECREATIONAL FACILITY – K. HASTINGS

- Mayor Craig noted to the gallery that this is a regular meeting of Council therefore there won't be any question and answer period during any of the presentations and if the media wants interviews after the Regular Council Meeting, the presenters or Mayor can make ourselves available. We also have the sod turning at the RCMP site today after Council.
- Mayor Craig gave opening remarks to clarify his response at the last meeting, regarding if the site selection "A" was Council's final decision, and clarified that yes, it was.
- CAO Hastings noted that CP Rail representatives, Paul Whalen, Western Grade Crossing Coordinator and Pete Bayerle, Senior Manager of Public Works – Western Canada, were on hand to provide information. Dexter Durfey, Secretary-Treasurer for Palliser Regional Schools was also in attendance.

Councillor Lloyd exited Council Chambers at 3:34 p.m. and returned at 3:35 p.m.

- Councillor Chapman noted that the public inquire about Site D and why it was not a preferred location? (Site D is the existing Kate Andrews High School.) A. Koester responded that it would be a two-year construction project and that the students would have to endure one whole year in a construction zone. This site would also not be enough space to do a joint recreation centre.
- CAO Hastings further noted that we would lose the ripple effect of an infill area, as the growth would not be relevant. We would lose the economic energy long-term.

MOTION 162.19 *Councillor Chapman moved that Council move to uphold the Joint High School (grades 7-12) / Multi-Use Recreation Facility project site that was approved in the 2019-2021 Capital Budget, and to direct administration to take steps to proceed with the following:*

- ***Design and construction of the Multi-Use Recreation Centre on the southeast portion of the Town-owned parcel of land legally described as SW 15-9-20 W4 (subdivisions 3 and 6);***
- ***Continued collaboration with Alberta Transportation and CP Rail on the design and construction of a fully signalized intersection at the intersection of HWY 3 and 30th Street, as well as the installation of a safety fence along the HWY 3 corridor;***
- ***Design and construction of paved and detached pathways along 30th Street, 18th Avenue and 16th Avenue, as well as the addition of at-grade pedestrian crossing improvements;***
- ***Further, that Council direct administration to undertake, in tandem with Palliser Regional School Division and the Town's architectural design consultants, community consultation***

initiatives to determine the amenities to be included in the multi-use recreation facility.

5-0 Carried

ITEM 140 7.1 SETTLER DAYS UPDATE – C. HOFFMAN

- Councillor Hohm suggested to hand deliver letters to the homes around 13th and 11th street to inform them of the fireworks that will be deployed during Settler Days.
- C. Hoffman noted that they decided to only proceed with one location but would ensure letters are provided to those effected.

MOTION 163.19 *Councillor Hohm moved that Council receive the Settler Days report as information.*

5-0 Carried

ITEM 141 7.2 TENDERING & PURCHASING POLICY #ARG-023 – K. BEAUCHAMP

MOTION 164.19 *Councillor Lloyd moved that Council approve the Tendering & Purchasing Policy #ARG-023.*

5-0 Carried

ITEM 142 7.3 RESPECTFUL WORKPLACE POLICY #ARG-024 – K. BEAUCHAMP

- Councillor Abrey suggested that the term “cyber” be added to the policy to cover any type of bullying that could occur online.

MOTION 165.19 *Councillor Abrey moved that Council approve the Respectful Workplace Policy #ARG-024, as amended.*

5-0 Carried

ITEM 143 8.1 COALDALE PUBLIC LIBRARY – LIBRARIAN’S APRIL 2019 REPORT – D. MCFARLANE

MOTION 166.19 *Councillor Lloyd moved that Council receive the Librarian’s report as information.*

5-0 Carried

ITEM 144 8.2 MAY 2019 DEVELOPMENT STATISTICS – C. L’HIRONDELLE

MOTION 167.19 *Councillor Chapman moved that Council receive the May 2019 Development Statistics as information.*

5-0 Carried

ITEM 145 8.3 ALBERTA CAPITAL FINANCE AUTHORITY – INTEREST RATES FOR BORROWING – K. BEAUCHAMP

- Councillor Chapman suggested to table to next meeting to allow for more discussion time.

MOTION 168.19 *Councillor Chapman moved that Council table the Alberta Capital Finance Authority – Interest Rates for Borrowing, to the next Council meeting on June 24, 2019.*

5-0 Carried

ITEM 146 10.1 ALBERTA PREMIER, JASON KENNEY – CONGRATULATORY LETTER, DATED MAY 24, 2019

MOTION 169.19 *Councillor Hohm moved that Council receive the Alberta Premier correspondence as information.*

5-0 Carried

ITEM 147 11.1 COALDALE HEALTH CARE CENTRE – CHANGE OF HOURS

MOTION 170.19 *Councillor Chapman moved that Council receive the Coaldale Health Care Centre, Change of Hours correspondence as information.*

5-0 Carried

MOTION 171.19 *Councillor Chapman moved that Council table item 12.2, CAO Report, to the next meeting.*

5-0 Carried

MOTION 172.19 *Councillor Lloyd moved that Council adjourn at 4:30 p.m.*

5-0 Carried

Kim Craig, MAYOR

Kalen Hastings, CAO



**SPECIAL COUNCIL MEETING MINUTES
JUNE 9, 2019 – 7:00 P.M.
COUNCIL CHAMBERS**

PRESENT:

Mayor	K. Craig
Councillors	B. Simpson, D. Lloyd, B. Chapman, R. Hohm, J. Abrey
Administration/Staff	K. Hastings
Recording Secretary	
Media	
Delegates	

ITEM 148 1.0 CALL TO ORDER

- Mayor Craig called the meeting to order at 7:00 p.m. Councillor Pauls was absent.

ITEM 149 1.1 CONFLICT OF INTEREST DECLARATION

- Mayor Craig inquired as to whether there were any pecuniary or non-pecuniary conflicts of interest to be declared at the meeting. None declared.

ITEM 150 2.0 ADDITIONS TO/ADOPTION OF THE AGENDA

- Item 12.2 – Land Matter was added to the agenda.

MOTION 173.19 *Councillor Simpson moved that Council accept the June 9, 2019 Agenda as amended.*

6-0 Carried

ITEM 151 3.0 REGULAR COUNCIL MEETING MINUTES

ITEM 152 4.0 BUSINESS ARISING FROM THE MINUTES

ITEM 153 5.0 DELEGATION

ITEM 154 6.0 BYLAWS

- ITEM 155 7.0 NEW BUSINESS
- ITEM 156 8.0 DEPARTMENTAL REPORTS
- ITEM 157 9.0 COUNCIL REPORTS
- ITEM 158 10.0 CORRESPONDENCE
- ITEM 159 11.0 INFORMATION ITEMS
- ITEM 160 12.0 CLOSED MEETING

MOTION 174.19 *Councillor Lloyd moved that Council go into closed meeting at 7:01 p.m.*
6-0 Carried

In addition to Council and the CAO, the following persons were in attendance during the closed meeting session to provide information and/or administrative support: None

MOTION 175.19 *Councillor Hohm moved that Council come out of closed meeting at 8:50 p.m.*
6-0 Carried

ITEM 161 12.1 LEGAL MATTER – K. HASTINGS (FOIP SECTIONS 23, 24, 25 AND 27)

MOTION 176.19 *Councillor Chapman moved that Council receive the Legal Matter report as information.*
6-0 Carried

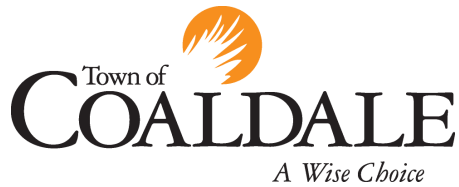
ITEM 162 12.2 LAND MATTER – K. HASTINGS (FOIPP SECTIONS 23, 24, 25 AND 27)

MOTION 177.19 *Councillor Simpson moved that Council enter into a purchase agreement for the municipality owned parcel of 2301 – 30th Street.*
6-0 Carried

MOTION 178.19 *Councillor Simpson moved that Council adjourn at 8:53 p.m.*
6-0 Carried

Kim Craig, MAYOR

Kalen Hastings, CAO



Provided for Information

JUNE 24, 2019 REGULAR COUNCIL MEETING

FIRE HALL ADDITION AND RENOVATION – CONSTRUCTION UPDATE

PURPOSE:

To provide Town Council with an update on the current construction progress at the Fire Hall Addition and Renovation project.

BACKGROUND:

The addition to the fire hall started in early January with approvals of shop drawings and construction information and questions. Construction started in the middle of March 2019.

OVERVIEW:

The steel framing for the addition is 90% complete and the firewall between the new bays and the new Emergency Operation Centre was completed the middle of June. In the next couple of weeks, the steel and parapet walls will be completed. Plumbing below the slab and the curbs and roof penetrations will start in the next two weeks.

Southwest Design and Construction and their sub-consultants are currently on schedule to complete the addition by the end of November 2019. Then our Fire department and Emergency Services will be able to move into the new Emergency Operations Centre. At that time, the contractor will start with the renovation part of the project. It is estimated that the total project will be done by the middle of May 2020.

A time lapse camera has been installed at the corner of 20th Avenue and 15th Street, which captures a photo every 10 minutes. We will use these photos to create a time lapse video at the end of the project.

As of the end of May, the total value of the work performed is just over \$904,675.40. With the 10% holdback, the total amount paid out to Southwest Design and Construction is \$814,207.86.

PUBLIC ENGAGEMENT:

No public engagement is proposed.

RECOMMENDATION:

1. THAT Council receives this report for information.

Respectfully Submitted:

Andrea Koester
Director of Infrastructure & Engineering

This report has been prepared in consultation with the following listed departments:

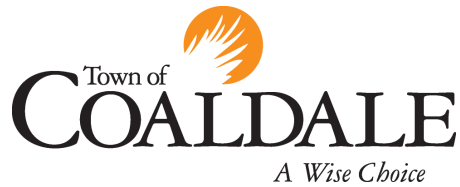
Department	Signature
Coaldale and District Emergency Services	
Department of Operational Services	











Provided for Information

JUNE 24, 2019 REGULAR COUNCIL MEETING

CENTENNIAL PATHWAY UPDATE

PURPOSE:

To provide Town Council an update on the construction progress on Centennial Pathway.

BACKGROUND:

Construction started on Centennial Pathway on June 4, 2019. The project includes constructing about 2km of paved pathway, installing park benches, picnic tables and a gazebo, as well as planting additional landscaping.

OVERVIEW:

The entire pathway has been constructed and paved to date. The outstanding items including:

- Blending and cleaning up side slopes on either side of the pathway.
- Seeding
- Installation of park benches and picnic tables

This portion of the work is being completed by Tollestrup Construction Inc. and will be completed by the end of June.

The Town's Parks Department will be helping to plant the additional landscaping around Centennial Wetland, augmenting the planting that was completed in 2018 as part of the Phase IIa of the Malloy Drain. The planting is planned to be completed in July of 2019.

The Watershed Resilience and Restoration Program funded an education component to the Centennial wetland. These funds are being used to create signage around the wetland with information on:

- What and how the wetland operates,
- What trees, shrubs and aquatic plants are located around the wetland, and
- What wildlife might be spotted at the wetland.

The educational component is planned to be completed by the fall of 2019.

PUBLIC ENGAGEMENT:

No public engagement is proposed.

RECOMMENDATION:

1. THAT Council receives this report for information.

Respectfully Submitted:

Andrea Koester
Director of Infrastructure & Engineering

This report has been prepared in consultation with the following listed departments:

Department	Signature
Operational Services	
Parks	













Information

JUNE 24, 2019 REGULAR COUNCIL MEETING

GRANT FUNDS RECIPIENTS - SCHEDULE OF CHEQUE PRESENTATIONS

PURPOSE:

The following report is to inform Council of the schedule of cheque presentations for the Grant Fund Recipients, starting at 2:45 p.m.

OVERVIEW:

At the Regular Council Meeting, held on May 27, 2019, Council granted \$47,570 in funds from the Photo Radar Program to community organizations. The order is as follows, commencing at 2:45 p.m.:

- St. Joseph's School – Bruce Gal and students
- Coaldale Dry Grad
- Coaldale & District Volunteer Fire Fighters Association
- Coaldale Centennial Committee – Cindy Hoffman or Kaitlyn Davis
- Coaldale Granite Club - **Todd McCann**
- Coaldale Kinsmen – Jack Van Rijn
- Coaldale Minor Hockey Association – Jessica Hoffman
- Gem of the West Arts & Culture Committee – Camen VanMeulen
- Jennie Emery Elementary School / Friends of Jennie Emery – Kacy Berry, Teacher and Susanna Neufeld, School Council Chairperson
- Lethbridge Corridor Victim Services Unit – Adonus Arlett

PUBLIC ENGAGEMENT:

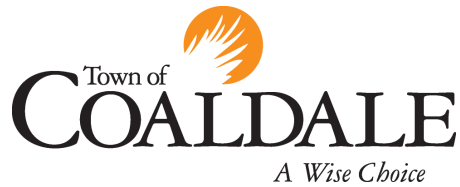
n/a

RECOMMENDATION:

1. THAT Council present the cheques to the successful recipients.

Respectfully Submitted:

Lana Unger
Legislative Coordinator



Information

JUNE 24, 2019 REGULAR COUNCIL MEETING

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- Jennie Emery Elementary School / Friends of Jennie Emery – Kacy Berry, Teacher and Susanna Neufeld, School Council Chairperson
- Lethbridge Corridor Victim Services Unit – Adonus Arlett

PUBLIC ENGAGEMENT:

n/a

RECOMMENDATION:

1. THAT Council present the cheques to the successful recipients.

 Respectfully Submitted:

Lana Unger
Legislative Coordinator

Information

JUNE 24, 2019 REGULAR COUNCIL MEETING

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- Lethbridge Corridor Victim Services Unit – Adonus Arlett

PUBLIC ENGAGEMENT:

n/a

RECOMMENDATION:

1. THAT Council present the cheques to the successful recipients.

Respectfully Submitted:

Lana Unger
Legislative Coordinator



**STAFF REPORT
JUNE 24, 2019 – REGULAR COUNCIL MEETING**

**PROPOSED LANDUSE RE-DESIGNATION – BYLAW #759-P-06-19
AMENDMENT TO THE LAND USE BYLAW 677-P-04-13**

PURPOSE:

To review proposed Bylaw #759-P-06-19 to re-designate lands presently designated as “Highway Commercial – C2” to “Commercial – C1” to allow for the lands in question to be redesignated to a commercial zoning that is more in keeping with the nature of the parcels in question (legally described as Plan 1712080, Block 5, Lots 6 and 7), due to their location between predominately Highway Commercial – C2 and residential (zoned Residential R-1A) areas to the south.

BACKGROUND:

Legal Description:	Plan 1712080, Block 5, Lots 6 and 7
Current Zoning:	Highway Commercial – C2
Proposed Zoning:	Commercial – C1
Proposed Development should the re-zoning be approved:	In this particular instance, the parcels in question have been identified as being suitable for the broader list of permitted and discretionary uses that the general commercial, Commercial – C1 land use district allows for, given the specific location of the two parcels in question, insofar as they are located off of the Highway 3 right-of-way, and are closer to residential (R-1A) properties that make up the Waterfront Landing and Westgate neighbourhoods, and therefore may be more suited to the listed uses in the C1 district, as those uses maybe considered more complimentary to the residential areas to the south. Conversely, the listed uses in the Highway Commercial – C2 land use district are somewhat more restrictive/focused in the sense that those listed uses are primarily intended to serve the motoring public.
Surrounding Area:	Highway Commercial uses to the north, including Tim Hortons, McDonald’s, and Fast Gas (which is more east than north). Waterfront Landing and Westgate neighbourhoods to the south and east.

A public hearing is required before Council can consider second and third reading this Bylaw.

PUBLIC ENGAGEMENT:

The Public Hearing for this bylaw is recommended to be scheduled for the first Council meeting in September, given that the advertising requirements for the public hearing require that it be included in two consecutive weeks of a locally circulating newspaper, which in this case is the Sunny South News.

Alternatively, should Council wish to finalize the process on the proposed re-designation, a special Council meeting would need to be scheduled, with the earliest date such a meeting could be scheduled to ensure advertising requirements are met being Wednesday, July 10th.

RECOMMENDATIONS AND/OR OPTIONS:

Option #1

THAT Council move first reading of Land Use Re-designation Bylaw #759-P-06-19. Further, that Council establishes a public hearing date, in accordance with its obligations under section 606 of the Municipal Government Act [2000], for either the first Council meeting in September, or alternatively for a special Council meeting that is scheduled no sooner than July 10th.

Option #2

THAT Council request administration comes back with additional information prior to giving first reading to Land Use Re-designation Bylaw #759-P-06-19.

Option #3

THAT Council refuse proposed Bylaw #759-P-06-19.

Respectfully Submitted:

Spencer Croil, RPP MCIP
Director of Planning and Community Development

ATTACHMENTS:

- Proposed Bylaw #759-P-06-19
- Highway Commercial – C2 land use district excerpt
- Commercial – C1 land use district excerpt

This report has been prepared in consultation with the following listed departments:

Department	Signature
Kalen Hastings, CAO	

**TOWN OF COALDALE
IN THE PROVINCE OF ALBERTA
BYLAW NO. _____**

BEING a bylaw of the Town of Coaldale in the Province of Alberta, to amend Bylaw No. 677-P-04-13, being the municipal Land Use Bylaw.

WHEREAS the municipal council wishes to redesignate lands within the municipality.

AND WHEREAS THE PURPOSE of proposed Bylaw No. _____ is to redesignate lands legally described as:

Lots 6 & 7, Block 5, Plan 171 2080 within the NW¼ 10-9-20-W4M

from "Highway Commercial - C-2" to "Commercial – C-1" to provide for the opportunity to develop the lands in compliance with the municipal Land Use Bylaw.

AND WHEREAS the said lands are illustrated on the map in Schedule "A" attached hereto.

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, the Council of the Town of Coaldale, in the Province of Alberta, duly assembled does hereby enact the following:

1. Lands legally described and illustrated on the map in Schedule "A" attached hereto shall be redesignated from "Highway Commercial - C-2" to "Commercial – C-1"
2. Bylaw No. 677-P-04-13, being the municipal Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time this ____ day of _____, 2019.

Mayor – Kim Craig

Chief Administrative Officer – Kalen Hastings

READ a **second** time this ____ day of _____, 2019.

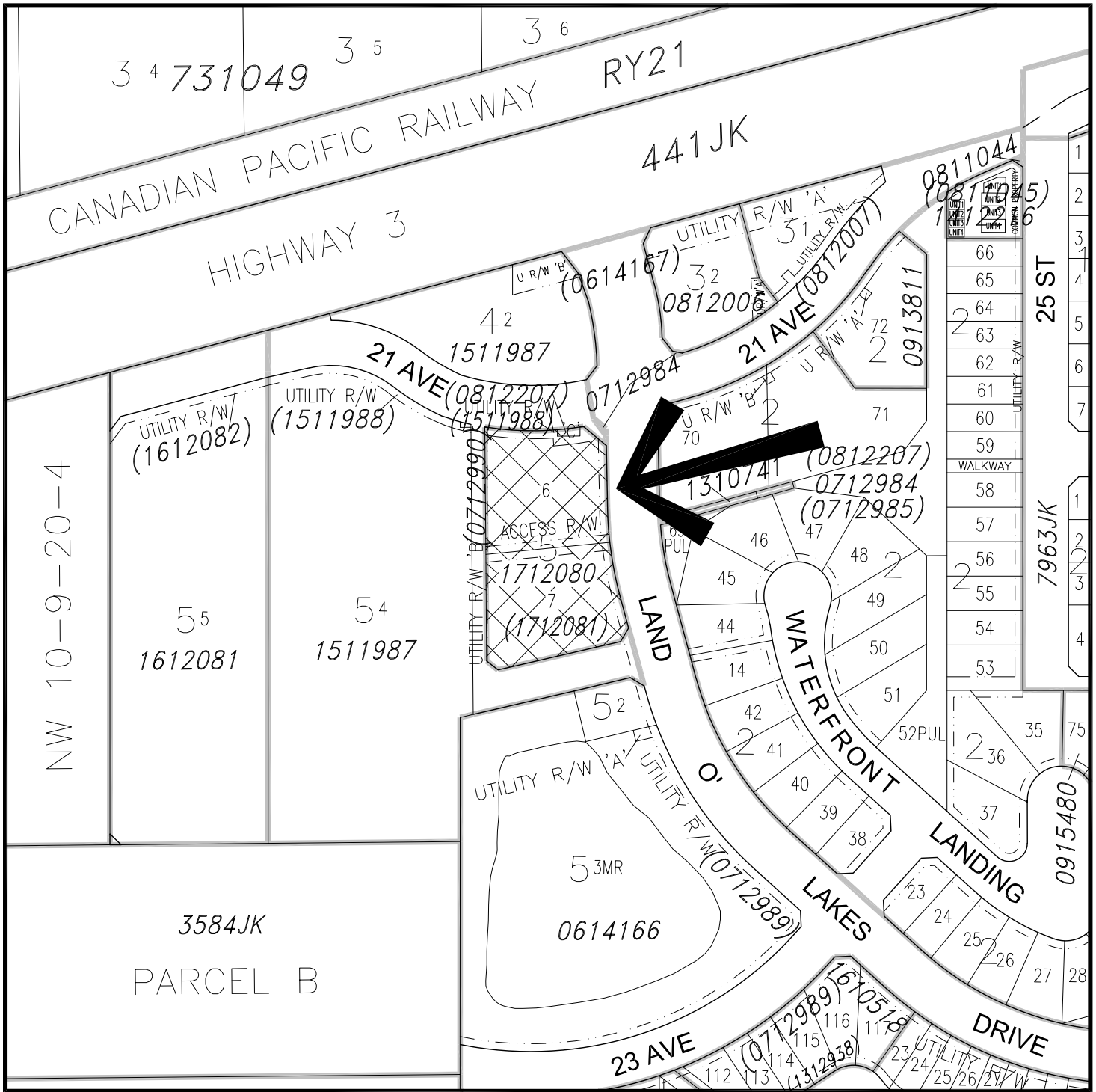
Mayor – Kim Craig

Chief Administrative Officer – Kalen Hastings

READ a **third** time and finally PASSED this ____ day of _____, 2019.

Mayor – Kim Craig

Chief Administrative Officer – Kalen Hastings



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Highway Commercial C-2
TO: Commercial C-1

LOTS 6 & 7, BLOCK 5, PLAN 1712080 WITHIN
NW 1/4 SEC 10, TWP 9, RGE 20, W 4 M
MUNICIPALITY: TOWN OF COALDALE
DATE: JUNE 18, 2019

Bylaw #: _____

Date: _____



0 Metres 50 100 150 200



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

COMMERCIAL – C-1



Purpose:

To provide an area suited for commercial uses, which will both maintain a strong central business district or downtown district and allow a variety of uses in other suitable areas of Town.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Business Support Service
- Convenience Store
- Eating Establishment
- Financial Institutions
- Medical/Health Facility
- Office
- Parking Facility
- Personal Services
- Pet Care Services
- Retail
- Seasonal Sales
- Sign Types¹: 1A, 2, 3, 4, 6, 10

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Amusement Facility
- Automotive Sales and Service
- Building Supplies
- Child Care Facility
- Equipment Sales, Rentals, and Service
- Educational Institution
- Funeral Home
- Hotel / Motel
- Institutional Facilities and Uses
- Liquor Store
- Lounges/Beverage Room
- Nightclub
- Public or Private Utility
- Residential Accommodation in conjunction with an Approved Commercial Use
- Restaurant
- Retail – Large Scale
- Service Station or Gas Bar
- Shopping Centre
- Sign Types¹: 1B, 5, 8, 9, 11, 12
- Small Wind Energy System – Type A²
- Veterinary Clinic- Small Animal
- Warehouse, Retail

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

2 – See Schedule 4, Section 27 for definition of small wind energy system types.

(C) PROHIBITED USES

- Shipping Containers
- Sign Type: 7
- Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use
- Small Wind Energy System – Type B
- Adult Entertainment Facility

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
All uses	30.48	100	30.48	100	929.03	10,000
Downtown Overlay	Minimum lot size requirements as per Section 8 of this district					

- (a) The Designated Officer may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in Section 2.

3. MINIMUM YARD SETBACKS

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
All uses	7.62	25	7.62	25	1.52	5	4.57	15
Downtown Overlay	Minimum yard setback requirements as per Section 8 of this district							

4. MAXIMUM SITE COVERAGE

- (a) **Principal Building and Accessory Buildings (all uses) – 55%**
The principal and accessory buildings shall not occupy more than 55 percent of the surface area of a lot.
- (b) **Downtown Overlay** – As per Section 8 of this district.

5. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Hotels	25 m (82 ft)
Principal Building (all other uses)	10 m (33 ft.)
Accessory Buildings	4.57 m (15 ft.)

*See definition for Building Height.

- (a) The roofline of the principal building shall be compatible with the surrounding buildings to the satisfaction of the Development Authority.
- (b) Roof mounted mechanical units may exceed the maximum building height provided they are concealed by screening in a manner compatible with the architectural character of the building or concealed by the building roof.

6. HIGHWAY SETBACK REQUIREMENTS

- (a) Notwithstanding other provisions contained within this Bylaw, no permanent development within this land use district shall be allowed within 7.62 m (25 ft.) of the highway right-of-way of Highway 3 and Highway 845.

7. OUTDOOR DISPLAY OF GOODS

- (a) Outside display of goods shall be limited to examples of products, merchandise, equipment, and/or items sold by the business or industry on the lot(s) or development site and shall be located in conformance with Schedule 9: Landscaping and Amenity Area Standards and Guidelines.
- (b) The Municipal Planning Commission or designated officer may impose conditions related to screening, buffering or landscaping of any outdoor display or sales areas.

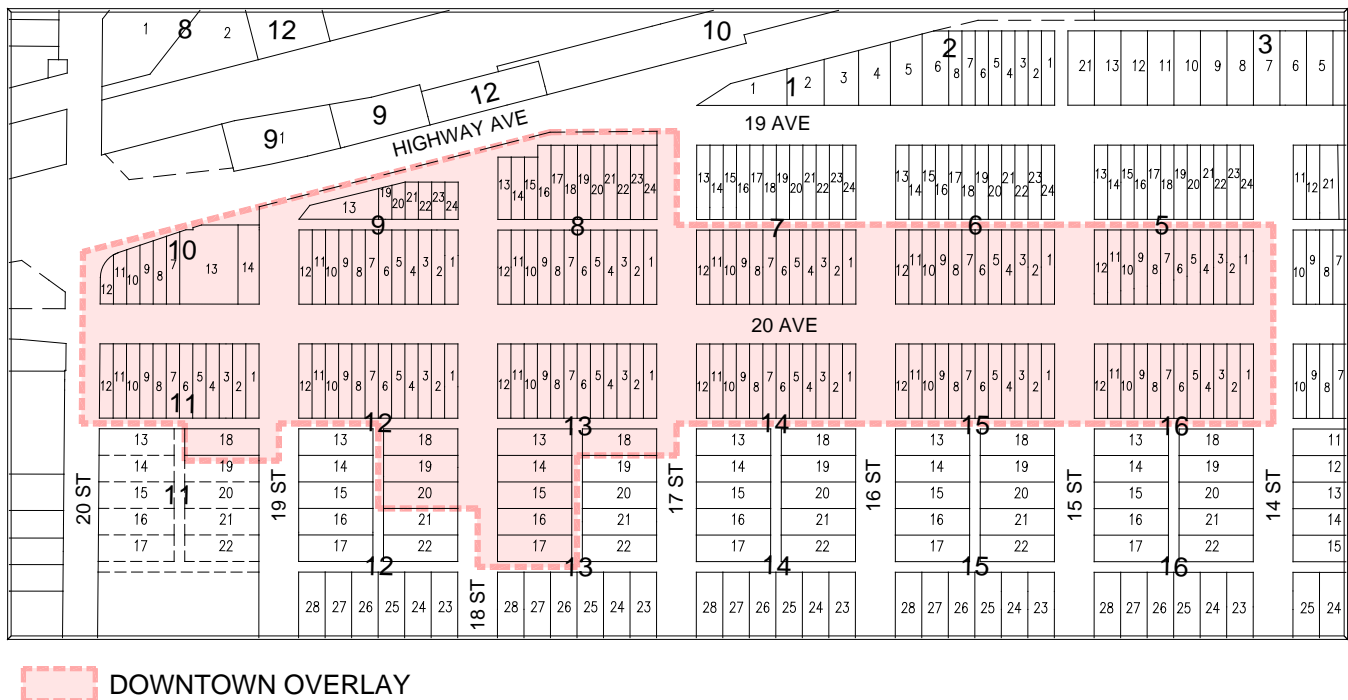
8. DOWNTOWN OVERLAY

The intent of the Downtown Overlay is to maintain the historic development patterns of the commercial district along 20th Avenue. Development within the Downtown Overlay is subject to the following additional requirements:

8.1 Applicability

- (a) The requirements of Section 8 of this district apply to all property located within the Overlay, as identified in Figure 2, "Downtown Overlay".
- (b) The requirements of the Commercial (C-1) district and all other relevant schedules of this Bylaw are also applicable to any and all land or property located within the designated Downtown Overlay. However, if there is a conflict between the requirements of this Downtown Overlay and any other requirements of this Bylaw, the Downtown Overlay prevails.

Figure 2 – Downtown Overlay



8.2 Use Restrictions

- *In addition to those uses listed in Section 1 of this land use district, the following uses are either added to the district (as an additional use), modified to become a permitted or discretionary use, or removed from the district (see Prohibited Uses below), specific to the Downtown Overlay area.*

(A) PERMITTED USES

(B) DISCRETIONARY USES

- Dwellings:
 - Single detached – Site Built (Existing)*
- Parking Facility

(C) PROHIBITED USES

- Small Wind Energy System – Type A and B
- *Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use*

Notes: *See definition for Dwelling, single-detached, site-built (Existing)

8.3 Minimum Lot Size

- (a) Minimum lot size is as follows:

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Automotive, Building Supplies, Equipment Rentals/Sales and Wholesale Uses	30.48	100	30.48	100	929.03	10,000
All other uses	4.6	15	As required by the DA/SA		139.4	1,500

- (b) The Designated Officer may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in subsection 8.3.

8.4 Minimum Yard Dimensions (Building Setbacks)

- (a) Minimum building setback is as follows:

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Dwellings: Single detached – Site Built (Existing)	Existing		1.52	5	7.62	25
Principal building – All other uses	0	0	0	0	4.57	15
Accessory building	Same as principal building		0	0	1.5	5

- (b) The front wall or facade of the principal building shall be developed to the front property boundary unless otherwise required by the Municipal Planning Commission or the Designated Officer.
- (c) Accessory buildings shall not be located in the front yard setback of a principal building or use.
- (d) All other requirements of this district are applicable.

8.5 Maximum Site Coverage

Use	Maximum Site Coverage
Dwellings: Single detached – Site Built (Existing) and all existing accessory buildings	35%
All other uses (Principal structure and accessory structures combined)	80%

- (a) The total area of any and all proposed additions to a *single detached dwelling – site built (existing)* shall not exceed 15% of the total site coverage area of the *single-detached dwelling – site built (existing)* using the site coverage area calculated at the time this Bylaw is adopted.

8.6 Maximum Building Height

Use	Maximum Height
Dwellings: Single detached – Site Built (Existing)	Existing
All other uses	See Section 5 of this district

8.7 Landscaping

In addition to the requirements in Schedule 9 of this Bylaw, landscaping must:

- (a) enhance store/business entryways;
- (b) ensure adequate screening (i.e. parking areas, storage areas, loading/unloading areas, interface/buffer areas between incompatible uses);
- (c) enhance the pedestrian environment; and
- (d) provide a tree canopy along streets and parking lots/facilities.

8.8 Special Considerations – Additions or structural renovations to a *single detached dwelling site-built (existing)*

- (a) When rendering a decision on a proposed addition(s) and/or structural renovation(s) to a *single detached dwelling – site built (existing)* the Municipal Planning Commission shall consider the following:
 - i. impacts and compatibility of proposed development with adjacent sites and existing developments;
 - ii. building massing, form and scale;
 - iii. proposed materials and exterior finish; and
 - iv. compliance with any applicable Town of Coaldale statutory planning document (e.g. Municipal Development Plan, Area Redevelopment Plan, Area Structure Plan).

8.9 Special Parking Provisions

- (a) Existing Developments within the Downtown Overlay are exempted from the off-street parking requirements in Schedule 11 provided the gross floor area of the building is not increased and the number of existing off-street parking spaces is not reduced.
- (b) New development and development which increases the gross floor area of an existing building, excepting residential accommodation, is required to provide a minimum of 50% of off-street parking spaces as required in Schedule 11. New residential accommodation and residential accommodation which increases the gross floor area of an existing building is required to provide 100 percent of the required off-street parking spaces in Schedule 11.
- (c) The location of all off-street parking areas shall be subject to the approval of the Development Authority. In the Downtown Overlay, off-street parking is encouraged (where possible) to be located to the rear or to the side of a principal building and vehicle access to be provided from existing laneways in the area, to the satisfaction of the Development Authority or Designated Officer.
- (d) Design specifications for off-street parking areas are regulated by Schedule 11.
- (e) The Municipal Planning Commission may approve an alternative parking plan in lieu of required parking spaces in accordance with subsections (f) and (g) and Schedule 11.
- (f) An applicant requesting approval of an alternative parking plan must demonstrate to the satisfaction of the Municipal Planning Commission that the proposed plan will protect surrounding neighbourhood and adjacent lands from negative traffic impacts, maintain traffic circulation patterns and promote quality development in the downtown.
- (g) Eligible alternative parking plans may include any one or combination of the following as approved by the Municipal Planning Commission:
 - i. bicycle parking;
 - ii. valet parking;
 - iii. off-site parking – located within 152.4 m (500 ft.) of the development; must include a written agreement between the owners of record. Where such off-site parking is approved, a caveat shall be registered against the lot to guarantee the continuous use of the site for parking for the life of the development;
 - iv. shared parking – located within 152.4 m (500 ft.) of the development; must include a written agreement between the owners of record. Where such shared parking is approved, a caveat shall be registered against the lot to guarantee the continuous use of the site for parking for the life of the development;
 - v. payment in lieu of parking payable to the Town of Coaldale based on an amount of money on such terms as Council considers reasonable, as established by resolution of Council;
 - vi. to be eligible for the payment-in-lieu provision, a minimum of 25 percent of the required off-street parking spaces shall be provided on the same lot as the proposed building and/or use;
 - vii. any other alternative parking plan approved by the Development Authority.

9. STANDARDS OF DEVELOPMENT	– SCHEDULE 4
10. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES	– SCHEDULE 9
11. INDUSTRIAL, COMMERCIAL AND WAREHOUSING STANDARDS	– SCHEDULE 10
12. OFF-STREET PARKING AND LOADING REQUIREMENTS	– SCHEDULE 11
13. SIGN REGULATIONS	– SCHEDULE 13

HIGHWAY COMMERCIAL – C-2



Purpose:

To manage development of commercial uses which require both high visibility and ready access to designated highways for the benefit of the travelling public.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Automotive Sales and Service
- Car Wash
- Convenience Store
- Drive-in/Drive-through Restaurant
- Eating Establishment
- Gas Bar
- Government Services
- Hotel
- Motel
- Retail
- Restaurant
- Seasonal Sales
- Service Station
- Shipping Container (temporary)
- Sign Types¹: 1A, 2, 3, 4, 6, 10

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Farm/Industrial Machinery Sales, Rental and Service
- Funeral Home
- Liquor Store
- Lounges / Beverage Room
- Garden Centre / Greenhouse, Commercial
- Horticultural Operations or Facilities
- Medical/Health Facility
- Pet Care Services
- Retail – Large-scale
- Shopping Centre
- Sign Types¹: 1B, 5, 7², 8, 9, 11, 12
- Small Wind Energy System - Type A³
- Veterinary Clinic
- Warehouse – Retail
- Warehouse – Wholesale

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

2 – Sign Type 7 (Billboard) limited to lots immediately adjacent to Highway 3.

3 – See Schedule 4, Section 27 for definition of small wind energy system types.

(C) PROHIBITED USES

- Adult Entertainment Facility
- Cannabis Lounges
- Cannabis Retail Sales
- Shipping Containers (permanent)
- *Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use*

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
All uses	30.48	100	45.72	150	1,393.55	15,000

(a) The Designated Officer may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in Section 2.

3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS AND USES

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
All Uses	9.14	30	4.57	15	4.57	15	7.62	25

4. MAXIMUM SITE COVERAGE

(a) All Buildings – 50%

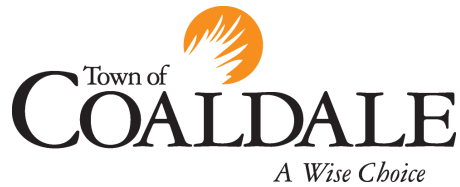
The principal building and accessory buildings shall not occupy more than 50 percent of the surface area of any lot within this land use district.

5. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Hotel	25 m (82 ft)
Principal Building (All other uses)	10 m (33 ft)
Accessory Buildings	4.57 m (15 ft.)

*See definition for Building Height.

- 6. STANDARDS OF DEVELOPMENT** – SCHEDULE 4
- 7. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES** – SCHEDULE 9
- 8. INDUSTRIAL, COMMERCIAL AND WAREHOUSING** – SCHEDULE 10
- 9. OFF-STREET PARKING AND LOADING REQUIREMENTS** – SCHEDULE 11
- 10. SIGN REGULATIONS** – SCHEDULE 13



Request for Decision

JUNE 24, 2019 REGULAR COUNCIL MEETING

AUMA CONVENTION SEPTEMBER 25 – 27, 2019

PURPOSE:

To determine Council attendance at the September 25 – 27, 2019, annual AUMA, Alberta Urban Municipalities Association, convention.

BACKGROUND:

Due to demand for hotel rooms at the annual convention, the Town has already booked 4 hotel rooms for the convention held in Edmonton this year. It was determined at the Council Strategic Planning in November 2017, that a select contingent would attend the annual convention. Last year, Mayor Craig, CAO Hastings, and Councillors Simpson and Chapman attended.

PUBLIC ENGAGEMENT:

n/a

RECOMMENDATION:

1. THAT Council designate two Councillors, _____ and _____, to attend the AUMA convention September 25 – 27, 2019.

Respectfully Submitted:

Lana Unger
Legislative Coordinator

This report has been prepared in consultation with the following listed departments:

Department	Signature



**STAFF REPORT
JUNE 24, 2019 – REGULAR COUNCIL MEETING**

ANNEXED LANDS – REZONING PROCESS UPDATE

PURPOSE:

1. To provide Town Council with an update regarding the rezoning process associated with the properties that were recently annexed from Lethbridge County into the Town of Coaldale.
2. To outline findings from meetings and discussions that occurred with annexed property owners over the winter and spring of 2019.
3. To identify next steps and associated timelines that are required to complete the rezoning of recently annexed properties.

BACKGROUND:

On April 1, 2018, approximately 590 hectares (1459 acres) of land were annexed into the Town of Coaldale. Within this area are 66 individually titled properties and a number of rights-of-way. As per sec. 135(1)(d) of the MGA:

...bylaws and resolutions of the old municipal authority that apply specifically to the area of land continue to apply to it until repealed or others are made in their place by the new municipal authority.

This means that the Lethbridge County Land Use Bylaw (LUB) continues to apply to all annexed properties until such time that the land use district for each annexed property is rezoned to a suitable Town of Coaldale land use district.

The rezoning process began with Town-owned properties north of Highway 3, including:

- the lands the lagoons are situated on; and
- the quarter section where the Malloy Phase 2a ponds are located, along with approximately 32 hectares (80 acres) of developable land to the west of the constructed wetlands.

The remaining Town-owned properties and privately-owned properties still need to be rezoned in order that the Town's LUB can be applied to the land use activities that occur or are proposed to occur on these properties.

It should be noted that the original timeline to have rezoning bylaws in front of Council was early May, which would have allowed the rezoning process to be finalized by the end of May or beginning of June. Other priorities ended up taking precedent and as such, the revised timeline is as follows:

JUNE – provide Council with a summary of feedback collected from annexed landowners

JULY/AUGUST – prepare land use district amendments and rezoning bylaws

SEPTEMBER – present land use district and rezoning bylaws for 1st reading

SEPTEMBER – advertising and public hearings for the abovementioned bylaws

SEPTEMBER/OCTOBER – land use district and rezoning processes finalized

ANNEXED LANDOWNER ENGAGEMENT:

In order to ensure the perspectives of the newly-annexed landowners are considered in the rezoning process, landowner engagement was undertaken in the winter/early spring of 2019.

Specifically, the following engagement efforts were undertaken:

1. A rezoning package was sent to all newly-annexed landowners in January 2019.

The rezoning package included an explanation of why the rezoning of newly annexed properties needs to take place, and what the most suitable Town zonings are for each of the broad property categories represented in the annexation area i.e. much of the area is currently zoned Rural Urban Fringe (RUF) and the suitable Town zoning is Urban Reserve (UR).

Attachment 1: *rezoning packages that were sent to the landowners*

2. Five rezoning meetings were scheduled over the course of two weeks in February 2019.

A series of rezoning meetings were scheduled and the dates/times for the meetings was mailed out to each newly-annexed landowner.

Attachment 2: *letter sent to landowners*

3. For those landowners who could not attend any of the scheduled meetings, they were encouraged to contact the Town to set up one-on-one meetings to ensure their questions, comments and concerns were discussed.

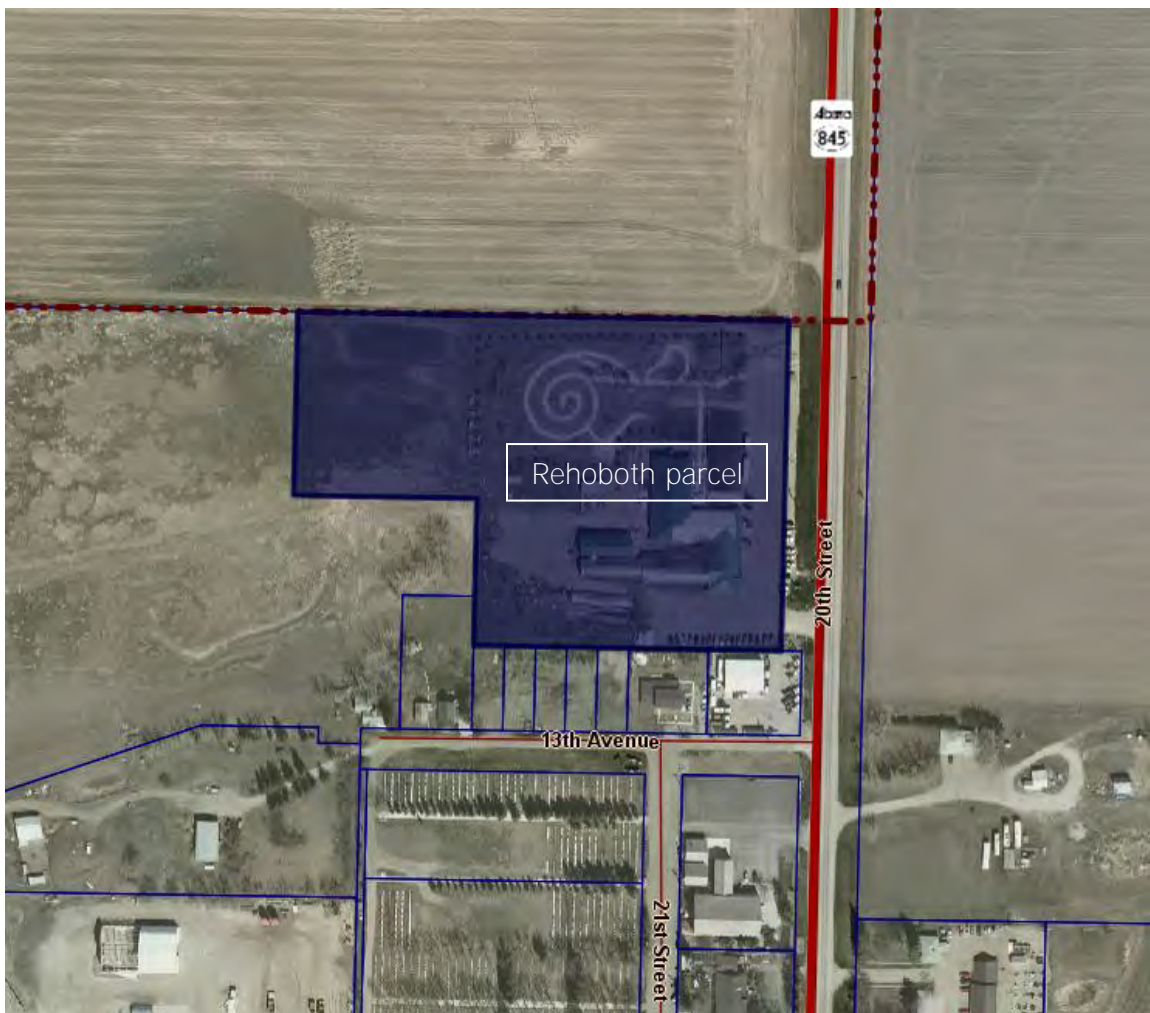
As a result of the engagement efforts noted above, the following interactions took place:

- 4 one-on-one meetings
- A number of phone calls and emails
- 3 different sets of landowners attended the scheduled workshops

ENGAGEMENT FINDINGS:

Following is a brief overview of the findings from the landowner engagement efforts, categorized by either a particular property or by a particular land use district:

- 1. Plan 091 2068, Block 11, Lot 1 (Rehoboth Christian Ministries)**



The property owned by the Rehoboth Christian Ministries is currently zoned Rural Commercial. Although the parcel was initially determined to be suitable to rezone to the Town’s Highway Commercial – C2 zoning, due to the unique nature of the activities that are undertaken on the property, the most suitable Town zoning is Direct Control (DC).

A Direct Control bylaw is currently being worked on with the landowner and will be ready to present to Council either just before or just after the scheduled summer break.

Rehoboth Christian Ministries – summary of requests:

That the parcel be rezoned to a suitable Town zoning that will allow for the continued operation of the facilities.

2. Plan 57JK, Lots 2 and 3 (Alberta Birds of Prey Foundation and Mr. Colin Weir)



The properties that are noted above include Plan 57JK, Lot 2 (the Foundation’s lot) and Plan 57JK, Lot 3 (Mr. Weir’s personal property), which are adjacent to one another.

The property owned by the Alberta Birds of Prey Foundation was originally suggested as suitable for rezoning to the Institutional/Recreational – I/R zoning, as it can be considered similar in intent, with similar land uses, to the Town lands located to the south of the subject parcel. However, through discussion and formal correspondence with the Foundation’s legal advisors, the property has been requested to be rezoned to Urban Reserve instead. The full details of the request can be found in the letter that was submitted by Milne Pritchard Law Office. A summary of the request is as follows:

- The ability to accommodate staff and volunteer housing on a suitable portion of the parcel would align with future plans for the Foundation
- The wetlands that are in the process of being designed for the parcel are considered a “private utility” under the Land Use Bylaw as per the definition of the term including reference to the storage and transmission of water
- Educational and tourism-focused structures can be erected on the parcel

In addition to the above, the Foundation, by way of the letter submitted by Milne Pritchard, has also requested that a second dwelling be included as a listed use in the Urban Reserve land use district.

Alberta Birds of Prey Foundation – summary of requests:

That the parcel legally described as Plan 57JK, Block 5, Lot 2, be rezoned from the current County zoning of Rural Urban Fringe (RUF) to the Town’s Urban Reserve (UR) zoning.

That the use “second dwelling” or “additional dwellings” be included as a listed use in the Town’s UR zoning.

For Mr. Weir’s personal property, the request made is similar to that of the other parcel. Mr. Weir wishes to have his personal property rezoned to UR, and that the listed uses in the UR land use district include “second dwelling” or “additional dwellings”.

Mr. Weir – summary of requests:

That the parcel legally described as Plan 57JK, Block 5, Lot 3, be rezoned from the current County zoning of Rural Urban Fringe (RUF) to the Town’s Urban Reserve (UR) zoning.

That the use “second dwelling” or “additional dwellings” be included as a listed use in the Town’s UR zoning.

Attachment 3: letter of request from the Foundation and Mr. Weir’s lawyer

3. Summary of feedback from other landowners

In addition to the requests discussed above, a number of other landowners have provided feedback regarding changes to the Town zonings that they wish to have considered as the land use bylaw amendment and rezoning processes are undertaken.

- A general desire for “second dwelling” or “additional dwellings” to be a listed use in the Urban Reserve, and Country Residential 2 (CR2) land use districts
- The inclusion of the following uses in the Urban Reserve land use district:
 - Agricultural Services
 - Garden Centre
 - Horticulture
 - Market Garden and Nurseries
 - Stockpiles
 - Shipping Container
 - Recreational Vehicle Storage

PLEASE NOTE: *The list of uses noted above does not necessarily reflect the desires of all annexed landowners and is only intended to be representative of the comments and feedback received from landowners who chose to attend the engagement activities or contact the Town individually with feedback.*

MOVING FORWARD:

The timeline that was presented earlier in this report is suggested to be the process that is followed in order to process and finalize the rezoning of the annexed properties:

1. JUNE – provide Council with a summary of feedback collected from annexed landowners
2. JULY/AUGUST – prepare land use district amendments and rezoning bylaws
3. SEPTEMBER – present land use district and rezoning bylaws for 1st reading
4. SEPTEMBER – advertising and public hearings for the abovementioned bylaws
5. SEPTEMBER/OCTOBER – land use district and rezoning processes finalized

Focusing on Step 2 (July/August), a comprehensive LUB amendment package will be prepared over the summer and will include commentary on the possible impacts (positive and negative) of the list of uses that has been requested to be added into the UR or C2 land use districts.

PUBLIC ENGAGEMENT:

A letter is being prepared for the annexed landowners and will be ready to send out by early July.

The letter will summarize the list of requested changes and amendments to the Town’s LUB and the applicable land use districts and will also clarify that the landowners may provide final comments to the Town over the summer.

Once the formal Land Use Bylaw amendment and rezoning process begins in early Fall, standard advertising and notification requirements will be followed, including public hearings.

RECOMMENDATIONS AND COUNCIL ACTION REQUESTED:

1. THAT Council accept this report for information.

Respectfully Submitted:

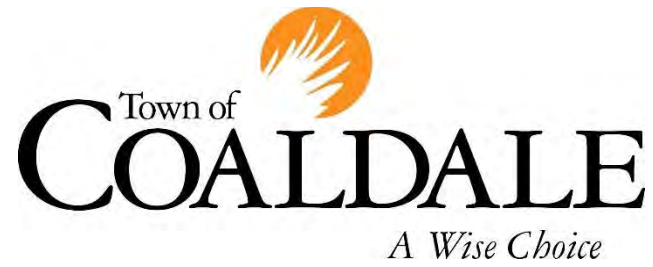
Spencer Croil, RPP MCIP
Director of Planning and Community Development

ATTACHMENTS:



This report has been prepared in consultation with the following listed departments:

Department	Signature
Kalen Hastings, CAO	



Newly annexed landowners

Land Use information package

December 2018

1.0 Introduction

Newly annexed landowners | Land Use information package

During the annexation process, you may remember hearing or reading that the Lethbridge County Land Use Bylaw (LUB) applies to newly annexed properties even after annexation, until such time that the Town works with you to identify a Town of Coaldale land use zoning that is suitable for your property.

The reason that your property needs to be transitioned from a Lethbridge County zoning to Town of Coaldale zoning is to allow the Town to effectively and efficiently regulate land uses on your property, and to ensure you are able to undertake the activities you may wish to undertake on your land, while accounting for the Town's growth needs, which was the driving force behind the annexation of your lands.

This information package contains a brief overview of the Lethbridge County zoning that currently governs your property, and a list of the Town zoning(s) that would be best-suited for your property. The intent of this package is to provide you the comparative zonings and other information from the Town's Land Use Bylaw, in order that you may identify any parts of the Town bylaw that you have questions or concerns about, before your property is transitioned to a Town zoning.

As a follow-up activity, annexed landowner workshops will be held in January and February of 2019 to ensure there is opportunity to consult with you regarding any questions, concerns or ideas you may have, prior to any zoning changes being taken forward to Town Council.

2.0 A brief comparison of Land Use districts (zonings)

The County zonings that currently apply to newly annexed properties include the following:

- Rural Urban Fringe – RUF (43 properties)
- Grouped Country Residential – GCR (21 properties)
- Rural Commercial – RC (1 property)

The Town zonings that would be most similar to the abovementioned zonings include:

- Urban Reserve – UR (replaces RUF)
- Country Residential 2 – CR2 (replaces GCR)
- Highway Commercial – C2 (replaces RC)

3.0 Rural Urban Fringe (RUF) compared to Urban Reserve (UR)

Your property is one of the 43 properties that are currently zoned Rural Urban Fringe (RUF). The most similar Town of Coaldale zoning is Urban Reserve (UR).

Please take a moment to review the RUF excerpt from the Lethbridge County Land Use Bylaw, and the UR excerpt from the Town Land Use Bylaw.

There are some differences between the County's RUF and the Town's UR land use districts. The most notable differences will be in the types of land uses that may be carried out. There are many land uses that are the same or similar however the County and Town use slightly different terms.

For example, the County allows "Agricultural Buildings and Structures" as a permitted use, while the Town allows "Extensive Agriculture" as a permitted use. Extensive Agriculture does not explicitly state that buildings are allowed, but in the definition for the term, it is clarified that agricultural buildings and structures are allowed:

EXTENSIVE AGRICULTURE means the production of crops or livestock or both by expansive cultivation or open grazing only. Barns, quonsets and other similar buildings associated with extensive agriculture are classified as accessory structures. This use does not include agricultural-related industry buildings or uses such as packaging plants, processing plants, agricultural support services or any other similar uses or structures.

- Schedule 14 (Definitions), Page 16 of the Town's Land Use Bylaw

As the definition clarifies, buildings and structures are still permitted, but in the Town's Land Use Bylaw they are considered accessory structures instead of listed as their own uses explicitly.

There are also land uses that are permitted or discretionary in the County's RUF zoning, but that are not permitted or discretionary in the Town's UR zoning. For instance, a second dwelling may be permitted (as a discretionary use) in the RUF zoning, but a second dwelling is not allowed under the Town's UR zoning.

Please see the table on the following page for a comparative list of land uses that are permitted or discretionary in the County's RUF zoning, and those that are permitted or discretionary in the Town's UR zoning.

Lethbridge County RUF land uses	Allowed in the Town’s UR zoning?
Permitted Uses (allowed)	
Accessory Buildings, Structures and Uses to an Approved Permitted Use	Yes – same terminology
Agricultural Buildings and Structures	Yes – considered accessory buildings/structures
Day Homes	Yes – same terminology
Dwellings:	Yes to some
Single-detached Site-built	Yes
Single-detached Manufactured Home 1	No – prohibited in Town UR zoning
Single-detached Manufactured Home 2	No – prohibited in Town UR zoning
Single-detached Ready-to-move	Yes – termed “prefabricated dwelling”
Extensive Agriculture and Grazing	Yes – termed “extensive agriculture”
Home Occupations 1	Yes – same terminology
Secondary Suites (contained within a single-detached dwelling)	No
Secondary Suites (detached garage)	No
Signs Type 1	Yes – sign types differ between County and Town
Discretionary Uses (decision of Municipal Planning Commission)	
Accessory Buildings, Structures and Uses to an Approved Discretionary Use	Yes – same terminology
Agricultural Services	No – Agricultural Services is not listed in the Town’s UR zoning (it is considered industrial)
Alternative or Renewable Energy Facilities, Individual	No
Bed and Breakfasts	Yes – same terminology
Cemeteries	No
Day Care	No
Dwellings:	No
Moved-in	No
Semi-detached (or duplex)	No
Second or Additional Residences*	No
Garden Centre	No
Home Occupations 2 and 3	Yes to Home Occupation 2 – same terminology
Horticulture	No
Isolated Country Residential (for subdivision purposes)	No
Market Gardening and Nurseries	No
Moved-in Buildings	No
Personal Workshop and Storage (non-commercial)	Yes – this would fall under “accessory building or structure to an approved use”
Public/Institutional Uses	No
Recreation, Minor	Yes – this would fall under “Public Recreation” as a permitted use

Public and Private Utilities: General Utility Structures Sewage Disposal Plants and Lagoons Water Treatment Plants and Reservoirs	Yes – termed “Public or Private Utility”
Public Parks	Yes – termed “Parks and Playgrounds”
Recreational Vehicle Storage	No
Signs Type 2 Fascia	Yes – sign types differ between County and Town
Shipping Containers	No – this is a listed prohibited use
Small Wind Energy Conversion Systems	Yes – same terminology
Stockpiles	No
Telecommunication Facilities	No
Veterinary Clinics, Small Animal	No
Wind Energy Conversion Systems	No – only “Small Wind Energy Conversion Systems” are listed

“No” uses and activities as per the Town’s Urban Reserve (UR) zoning

All “no” uses and activities that were permitted by the County prior to annexation are allowed to continue and are considered “legal non-conforming” uses and activities. This means that the uses are allowed to continue in perpetuity, BUT that they are not allowed to expand or be altered in any way.

The Province of Alberta Municipal Government Act (MGA), the legislation that governs how, what, where and why municipalities may regulate land uses, provides the following regulations for “legal non-conforming” buildings and land uses. Following is an excerpt from the MGA:

Non-conforming use and non-conforming buildings (Sec. 643)

- (1) If a development permit has been issued on or before the day on which a land use bylaw or a land use amendment bylaw comes into force in a municipality and the bylaw would make the development in respect of which the permit was issued a non-conforming use or non-conforming building, the development permit continues in effect in spite of the coming into force of the bylaw.*
- (2) A non-conforming use of land or a building may be continued but if that use is discontinued for a period of 6 consecutive months or more, any future use of the land or building must conform with the land use bylaw then in effect.*
- (3) A non-conforming use of part of a building may 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 to it or in it.*
- (4) A non-conforming use of part of a lot may not be extended or transferred in whole or in part to any other part of the lot and no additional buildings may be constructed on the lot while the non-conforming use continues.*

(5) *A non-conforming building may continue to be used but the building may not be enlarged, added to, rebuilt or structurally altered except*

- (a) to make it a conforming building,*
- (b) for routine maintenance of the building, if the development authority considers it necessary, or*
- (c) in accordance with a land use bylaw that provides minor variance powers to the development authority for the purposes of this section.*

(6) *If a non-conforming building is damaged or destroyed to the extent of more than 75% of the value of the building above its foundation, the building may not be repaired or rebuilt except in accordance with the land use bylaw.*

(7) *The land use or the use of a building is not affected by a change of ownership or tenancy of the land or building.*

4.0 Next Steps

As indicated during the annexation process and at the newly annexed landowners barbeque that was held in the summer of 2018, there will be opportunity to meet with the Town's planning and development staff to discuss any questions, concerns or ideas you may have regarding the rezoning of your property. Annexed landowner workshops will be scheduled for January and February of 2019 and invitations will be sent to each annexed landowner well in advance of the events.

No zoning changes will be proposed to take place until after the workshops have taken place and all questions, concerns and ideas have been discussed.

If you have any questions, concerns or ideas you wish to discuss in advance of the workshops that will be scheduled for January and February of 2019, please don't hesitate to contact the undersigned at planner@coaldale.ca or 403.345.1304.

Best Regards,



Spencer Croil, RPP MCIP
Director of Planning and Community Development

RURAL URBAN FRINGE – RUF

1. PURPOSE

To protect agricultural land for agricultural use while ensuring that the fringe areas of the urban municipalities are protected for future development by ensuring non-agricultural uses will not conflict with an urban environment and economic base.

2. PERMITTED, DISCRETIONARY AND PROHIBITED USES

(1) Permitted Uses

Accessory Buildings, Structures and Uses to an Approved Permitted Use
Agricultural Buildings and Structures (see Part 1, Section 13 - No permit required)
Day Homes (see Part 1, Section 13 - No permit required and Part 4, Section 13)
Dwellings:
 Single-detached Site-built
 Single-detached Manufactured Home 1 (see Part 4, Section 22)
 Single-detached Manufactured Home 2 (see Part 4, Section 22)
 Single-detached Ready-to-move (see Part 4, Section 22)
Extensive Agriculture and Grazing (see Part 1, Section 13 - No permit required)
Home Occupations 1 (see Part 4, Section 20)
Secondary Suites (contained within a single-detached dwelling) (see Part 4)
Secondary Suites (detached garage) (see Part 4)
Signs Type 1 (in accordance with Part 5)
Solar Collectors, Individual (see Part 6, Section 2)

(2) Discretionary Uses

Accessory Buildings, Structures and Uses to an Approved Discretionary Use
Agricultural Services
Alternative or Renewable Energy Facilities, Individual (see Part 6)
Bed and Breakfasts (see Part 4, Section 9)
Cemeteries
Day Care (see Part 4, Section 14)
Dwellings:
 Moved-in (see Part 4, Section 22)
 Semi-detached (or duplex)
 Second or Additional Residences*
Garden Centre
Home Occupations 2 and 3 (see Part 4, Section 20)
Horticulture
Isolated Country Residential (for subdivision purposes)
Market Gardening and Nurseries
Moved-in Buildings (see Part 4, Section 25)
Personal Workshop and Storage (non-commercial) (see Part 4)
Public/Institutional Uses
Recreation, Minor
Public and Private Utilities:
 General Utility Structures
 Sewage Disposal Plants and Lagoons
 Water Treatment Plants and Reservoirs

Public Parks
Recreational Vehicle Storage (see Part 4, Section 28)
Signs Type 2 Fascia (in accordance with Part 5)
Shipping Containers (see Part 4, Section 32)
Small Wind Energy Conversion Systems (see Part 6, Section 3)
Stockpiles
Telecommunication Facilities (see Part 4, Section 36)
Veterinary Clinics, Small Animal
Wind Energy Conversion Systems (see Part 6)

(3) **Prohibited Uses**

Confined Feeding Operations
Grouped Country Residential – *Non-designated***
Grouped Industrial – *Non-designated***
Processing of Manure
Rural Commercial – *Non-designated***

◆ *Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be similar to a Permitted or Discretionary Use in accordance with Part 1, Section 33, is a Prohibited Use.*

* May be allowed with compliance to Part 1, Section 18 of this bylaw.

** “Non-designated” means a cluster or grouping of such uses that has not been designated as such in the land use bylaw.

3. MINIMUM LOT SIZE

- (1) The minimum required parcel or lot size shall be:
 - (a) existing parcels;
 - (b) 0.8 ha (2 acres) of developable land or greater as reasonably required to support the proposed use.
- (2) Parcels or lots less than 0.8 ha (2 acres) in size may be considered in the following circumstances:
 - (a) the lots are to be connected to municipal services; or
 - (b) the lots are included in a municipal approved area structure plan or design scheme and the lot area is based on an alternative or communal waste water treatment system acceptable to the municipality. In such situations, the minimum lot area should not be less than 0.2 ha (20,000 sq. ft.) unless special circumstances warrant a smaller size.

4. MINIMUM YARD SETBACK REQUIREMENTS

- (1) No structure (excluding fencing) or dugout banks shall be within 6.1 metres (20 ft.) of a property line. For setbacks adjacent to or fronting roadways, the following Section 5 stipulations shall apply.

(2) **Special Setback Requirements**

All buildings, structures and development other than extensive cultivation or grazing on parcels having frontage on a provincial highway may have special requirements for setback, access and service roadways imposed as a condition of approval by the Development Authority in accordance with the requirements of Alberta Transportation and the *Highways Development Protection Regulation*.

5. MINIMUM SETBACKS FROM ROADWAYS

- (1) No part of a building, structure or development shall be located within:
 - (a) 38.1 metres (125 ft.) of the centre line of any public roadway which is not designated as a provincial highway under the *Highways Development Protection Regulation*;
 - (b) 70.0 metres (230 ft.) of the centre line or 40.0 metres (131 ft.) from the right-of-way boundary, whichever is greater, of roads designated as provincial highways under the *Highways Development Protection Regulation*;
 - (c) for any development adjacent to provincial roadways classified as a four-lane divided highway or freeways/expressways, the required setback distances and accesses will be reviewed on a highway-by-highway/development-by-development basis and shall be as prescribed by Alberta Transportation;
 - (d) any greater distance that may be required by the Development Authority in order to facilitate future road widening, service road dedication, to reduce potential snow drifting, or vision restrictions.
- (2) Where any parcel or part of a parcel has frontage on a provincial highway, special standards for setbacks, access, and service roadways may be required by Alberta Transportation under the *Highways Development Protection Regulation*.
- (3) Landscaping and dugout setbacks shall be at the discretion of the Development Authority having consideration for future road widening and possible adverse effects on the safety of the roadway.

6. MINIMUM SETBACKS FOR USES INVOLVING LIVESTOCK OR ANIMALS

- (1) All corrals, feeders, shelters or other structures for the feeding of animals less than the numbers outlined in the *Agricultural Operations and Practices Amendment Act 2001 and Regulations* shall not be located closer to a neighbouring residence than 30.5 metres (100 ft.).
- (2) All corrals, feeders, shelters or other structures for the feeding of animals less than the numbers outlined in the *Agricultural Operations and Practices Amendment Act 2001 and Regulations* shall not be located within 30.5 metres (100 ft.) of the boundary or right-of-way an irrigation district canal, creek, stream, river, lake shore or water body.

7. DEVELOPMENT AND SETBACKS NEAR CANALS

All other development shall not be located within 30.5 metres (100 ft.) of the boundary of a right-of-way of an irrigation canal that serves any downstream users. In order to determine the status of a canal, the comments of the relevant irrigation district should be considered.

8. MAXIMUM SITE COVERAGE

- (1) Unless specified elsewhere in this bylaw, the maximum percentage of the site that may be covered by buildings and structures shall be as determined by the Development Authority. No building, structure or driveway shall be located within the area or setbacks required or identified to treat private septic sewage.
- (2) At the discretion of the Development Authority, the maximum size (i.e. square footage or building footprint) of an accessory building or structure to be located on a parcel may be stipulated as a condition of approval on a development permit.

9. ACCESS

- (1) The municipality may, at the time of subdivision or development, require the developer to enter into an agreement for the construction of any approach(es) necessary to serve the lot or development area in accordance with *Lethbridge County Engineering Guidelines and Minimum Servicing Standards*.
- (2) To ensure proper emergency access, all developments shall have direct legal and developed physical access to a public roadway in accordance with *Lethbridge County Engineering Guidelines and Minimum Servicing Standards*. If the development is within 304.8 metres (¼ mile) of a provincial highway, direct legal and physical access to a public roadway shall be to the satisfaction of Alberta Transportation.
- (3) Access points adjacent to blind corners, hills, ridges, railway crossings and any other obstructions shall be positioned so as to provide a reasonably unobstructed view in either direction of 100 metres (328 ft.) on a local road.
- (4) The requirement of a service road or subdivision street to provide access may be imposed as a condition of approval for any new development other than those deemed approved. Construction and survey costs for a service road shall be the responsibility of the applicant.
- (5) If access is required onto a roadway under the jurisdiction of an adjacent municipality, the affected municipality shall be notified to obtain consent. In the case where an Intermunicipal Development Plan is adopted by the two municipalities, any applicable road network/access policies stipulated in that joint agreement shall apply.

10. ACCESSORY BUILDINGS AND STRUCTURES

- (1) An accessory building or structure shall only be constructed in conjunction with an approved principal building or use and not be used as a permanent dwelling.
- (2) An accessory building or structure shall not be located in the required setback from a public road or on an easement.
- (3) An accessory building or structure shall be setback a minimum 3.0 metres (10 ft.) from the principal dwelling and from all other structures on the same lot.
- (4) Where a structure is attached to the principal building on a site by a roof, an open or enclosed structure, a floor or foundation, it is to be considered a part of the principal building and is not an accessory building.
- (5) As a condition of a permit, if a development approval is required, the Development Authority may stipulate specific requirements for the type of foundation, fastening or tie-down system, finish, colour, roof pitch, and materials to be applied to the accessory building or structure.

11. FENCES AND SHELTERBELTS

In rural areas along local roads, the construction or erection of a fence, hedge or shelterbelt shall comply with the following:

- (a) no fence, hedge or shelterbelt shall be erected which would unduly restrict the vision of approaching traffic;
- (b) fencing surrounding public utility lots shall be as per *Lethbridge County Engineering Guidelines and Minimum Servicing Standards* or as stipulated in a Development Agreement;
- (c) all fences must be sited to be able to meet the required corner site triangle setbacks as stipulated in Part 3, Section 11.

- (d) a chain link, split rail or barb wire type fence may be located adjacent to the property line or within the required setbacks to a public road, but, solid material fences and snow fences must meet the stipulated setbacks to the public road;
- (e) no hedge or shelterbelt shall be erected closer than the distances as stipulated in Part 3, Section 11, Fences, Trees and Shelter Belts in Rural Areas, Diagram 3.5, of the right-of-way of a public road.

12. OBJECTS PROHIBITED OR RESTRICTED IN YARDS

- (1) No person shall allow a motor vehicle which has all or part of its superstructure removed, or a motor vehicle which is in a dilapidated or unsightly condition to remain within 30.5 metres (100 ft.) of a local road or provincial highway in the district unless it is suitably housed or screened to the satisfaction of the Development Authority.
- (2) Not more than six (6) recreational vehicles shall be stored or parked on a parcel unless otherwise approved by the Development Authority.
- (3) A recreational vehicle parked on a lot in any district shall not be used for permanent living or sleeping accommodation.

13. SERVICING REQUIREMENTS

- (1) Every development shall be required to install a sewage disposal system and potable water system in accordance with *Lethbridge County Engineering Guidelines and Minimum Servicing Standards* or other system as approved by the municipality.
- (2) The Development Authority may refuse a development, and the Subdivision Authority may refuse to approve a subdivision, if the parcel on which it is proposed is not large enough or does not have suitable soil characteristics to support a sewage disposal system to the standard required.
- (3) The Development Authority may refuse a development, and the Subdivision Authority may refuse to approve a subdivision, if it cannot be demonstrated to the satisfaction of the approval authority that the parcel has access to a secure potable water source or system.

14. LOCATIONAL CRITERIA FOR ISOLATED COUNTRY RESIDENTIAL DEVELOPMENT

- (1) Isolated country residential development shall be discouraged if located within:
 - (a) the minimum distance separation as calculated from an existing or approved confined feeding operation;
 - (b) the required (reciprocal) setback distance of noxious industries or resource extraction uses to residential or higher density urban uses; or
 - (c) the required or recommended safe setback distance to hazardous, ecologically sensitive, or other geographical sensitive features (coulees, steep slopes, escarpment, floodplains or flood prone areas, drainage courses, water bodies) in accordance with the bylaw standards, or accepted engineering reports at the discretion of the Development Authority; or
 - (d) any other activity potentially detrimental to a residential environment;unless the Development Authority or Subdivision and Development Appeal Board is satisfied that adequate measures will be undertaken to mitigate any nuisance or hazard, or the Development Authority determines that there is no other reasonable alternative or available area on the parcel of land in which to suitably locate the dwelling.



- (2) In all instances, a development permit application for a residential dwelling shall not be approved if it is located within 500 metres (1,640 ft.) of an established Anhydrous Ammonia bulk storage facility.

15. HAZARDOUS OR NOXIOUS INDUSTRY

Development of hazardous or noxious uses shall be discouraged in this land use district.

16. DEVELOPMENT APPLICATION REFERRALS

- (1) Development applications for discretionary uses within this land use district shall be referred to (where relevant) the Development Authority of the Town of Coaldale, Town of Picture Butte, Town of Coalhurst, Village of Barons, or the Village of Nobleford for comment, prior to making a decision on a permit application.
- (2) Pursuant to the Lethbridge County Municipal Development Plan, the Development Authority may take into account the direct or indirect effects of development applications within this land use district on the immediate and surrounding areas, as well as the possible effect on future development of the Town of Coaldale, Town of Picture Butte, Town of Coalhurst, Village of Barons and Village of Nobleford as applicable.
- (3) In areas of the Town of Coalhurst rural urban fringe, applications may be referred to the City of Lethbridge in accordance with any applicable Intermunicipal Development Plan policies.
- (4) Land use policies, development restrictions or standards stipulated in any adopted Intermunicipal Development Plan with a neighbouring municipality, which are applicable to the rural urban fringe area, shall take precedence over any policy or standard in this bylaw.

18. STANDARDS OF DEVELOPMENT (See Part 3 – General Land Use Provisions)

- (1) Part 3 contains land use and development standards that may be required and stipulated as a condition of a subdivision or development approval.
- (2) All development must comply with any additional standards that may be contained in an adopted area structure plan or design scheme.

19. LANDSCAPING AND SCREENING (See Part 3 – General Land Use Provisions)

20. OFF-STREET PARKING REQUIREMENTS (See Part 3 – General Land Use Provisions)

21. USE SPECIFIC STANDARDS OF DEVELOPMENT (See Part 4 – Use Specific Provisions)

22. READY-TO-MOVE / MANUFACTURED HOME DEVELOPMENT STANDARDS (See Part 4 – Use Specific Provisions)

23. MOVED-IN DWELLINGS AND BUILDINGS (See Part 4 – Use Specific Provisions)

24. HOME OCCUPATIONS (See Part 4 – Use Specific Provisions)

25. SIGN REGULATIONS (See Part 5)

26. ALTERNATIVE / RENEWABLE ENERGY DEVELOPMENTS (See Part 6)



27. SUBDIVISION CRITERIA (See Part 7)

28. FORMS (See Appendix A)

URBAN RESERVE – UR



Purpose:

To provide an interim land use classification for lands adjoining the built-up area of the Town, which may be subdivided and developed for urban uses in the future, but are presently essentially agricultural or non-urbanized; and to prevent disorderly, incompatible or premature development and subdivision of these lands until they are needed and determined to be suitable for orderly urban development.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Cultivation of Land
- Day Home
- Dwellings:
 - Single-Detached - Prefabricated
 - Single-Detached - Site Built
- Extensive Agriculture
- Home Occupation 1
- Public Recreation

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Bed and Breakfast
- Farm Building and Structure
- Home Occupation 2
- Parks and Playgrounds
- Public or Private Utility
- Outdoor Recreation and Sports fields
- Sign Types¹: 1A, 1B, 2, 3, 4, 5, 6, 7², 8, 9, 10, 11, 12
- Small Wind Energy System –Type A³

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

2 – Sign Type 7 (Billboard) limited to lots immediately adjacent to Highway 3.

3 – See Schedule 4, Section 27 for definition of small wind energy system types.

(C) PROHIBITED USES

- Shipping Containers
- Single detached manufactured dwellings
- Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use

2. DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

Those developments which do not require a development permit are identified in Schedule 3.

3. USE RESTRICTIONS AND DEVELOPMENT REQUIREMENTS

- (a) The Municipal Planning Commission shall not approve a discretionary use in this district if, in the opinion of the Municipal Planning Commission:
 - i. the use is likely to become a non-conforming use on subsequent reclassification of the lands in accordance with the Municipal Development Plan, an area structure plan which affects the lands which are the subject of the development application; and/or
 - ii. approval of the discretionary use would be premature.

- (b) The Designated Officer or Municipal Planning Commission shall ensure, to their satisfaction, that all proposed development is located or developed so that it:
 - i. does not conflict with nor jeopardize the implementation of an adopted comprehensive plan, or an area structure plan, where either one or both of these affect the lands which are the subject of a Development Application;
 - ii. does not compromise the orderly subdivision or subsequent development of lands;
 - iii. does not, in the case of a permitted or discretionary use, substantially conflict with the provisions of the land use district which will likely apply, in the opinion of the Designated Officer or Municipal Planning Commission, on subsequent reclassification of the lands.
- (c) Where a comprehensive plan or an area structure plan has not been adopted for the lands that are the subject of a Development Application, the Designated Officer or Municipal Planning Commission may require, subject to subsection 3(d) below, that:
 - i. a comprehensive plan or an area structure plan or both be prepared by the applicant and adopted by Council; and
 - ii. the lot or parcel which is the subject of the development permit application shall be reclassified in the Land Use Bylaw and subdivided in accordance with the comprehensive plan or the area structure plan; before the Designated Officer or Municipal Planning Commission considers the Development Application.
- (d) Before the Designated Officer or Municipal Planning Commission requires the preparation of a comprehensive plan or an area structure plan, in accordance with subsection 3(c) above, the Designated Officer or Municipal Planning Commission shall solicit and consider the comments of the staff of the Oldman River Regional Services Commission and/or Planning Advisor.

4. MINIMUM LOT SIZE

- (a) The minimum lot size for the cultivation of land as a use shall be not less than 4 hectares (10 acres).
- (b) The minimum lot size for a public park or recreation uses and public utilities shall be as required by the Development Authority.
- (c) The minimum lot size for all other uses shall be not less than 0.2 ha (0.5 acres) in area and 30.5 m (100 ft.) in width or such greater area and/or width as the Development Authority may require having regard to the minimum site area of the lot which is developable and setbacks.

5. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
Permitted uses	7.62	25	3.81	12.5	3.81	12.5	7.62	25
Discretionary uses	As required by the Municipal Planning Commission							

- (a) In establishing setbacks for principal and accessory buildings, the Municipal Planning Commission shall have regard to the following:
 - i. the setbacks which may apply, in the opinion of the Development Authority, on reclassification and/or subdivision of the lot, in the future; and

- ii. the maintenance of adequate setbacks from existing and proposed roadways, including service roadways and lanes; and
- iii. such other matters as the Development Authority considers appropriate.

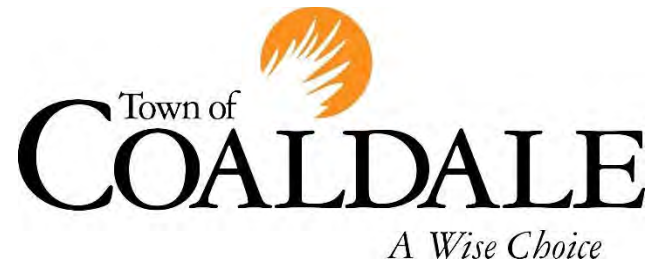
6. MAXIMUM HEIGHT OF BUILDINGS

- (a) The maximum building height of any dwelling shall be 10 m (33 ft).
- (b) The maximum building height of discretionary uses shall be as required by the Municipal Planning Commission having regard to the maximum building height which may apply, in the opinion of the Municipal Planning Commission, on reclassification of the lot in the future.
- (c) The maximum height of all accessory buildings shall be 4.6 m (15 ft.) unless otherwise required by the Designated Officer or Municipal Planning Commission.

7. FENCING OF DUGOUTS

- (a) New dugouts shall be fenced with a 1.2 m (4 ft.) chain link fence with a lock on the gate.

8. STANDARDS OF DEVELOPMENT	– SCHEDULE 4
9. PREFABRICATED DWELLING REGULATIONS	– SCHEDULE 6
10. HOME OCCUPATIONS	– SCHEDULE 7
11. BED AND BREAKFAST STANDARDS	– SCHEDULE 8
12. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES	– SCHEDULE 9
13. OFF-STREET PARKING AND LOADING REQUIREMENTS	– SCHEDULE 11
14. SIGN REGULATIONS	– SCHEDULE 13



Newly annexed landowners

Land Use information package

December 2018

1.0 Introduction

Newly annexed landowners | Land Use information package

During the annexation process, you may remember hearing or reading that the Lethbridge County Land Use Bylaw (LUB) applies to newly annexed properties even after annexation, until such time that the Town works with you to identify a Town of Coaldale land use zoning that is suitable for your property.

The reason that your property needs to be transitioned from a Lethbridge County zoning to Town of Coaldale zoning is to allow the Town to effectively and efficiently regulate land uses on your property, and to ensure you are able to undertake the activities you may wish to undertake on your land, while accounting for the Town's growth needs, which was the driving force behind the annexation of your lands.

This information package contains a brief overview of the Lethbridge County zoning that currently governs your property, and a list of the Town zoning(s) that would be best-suited for your property. The intent of this package is to provide you the comparative zonings and other information from the Town's Land Use Bylaw, in order that you may identify any parts of the Town bylaw that you have questions or concerns about, before your property is transitioned to a Town zoning.

As a follow-up activity, annexed landowner workshops will be held in January and February of 2019 to ensure there is opportunity to consult with you regarding any questions, concerns or ideas you may have, prior to any zoning changes being taken forward to Town Council.

2.0 A brief comparison of Land Use districts (zonings)

The County zonings that currently apply to newly annexed properties include the following:

- Rural Urban Fringe – RUF (43 properties)
- Grouped Country Residential – GCR (21 properties)
- Rural Commercial – RC (1 property)

The Town zonings that would be most similar to the abovementioned zonings include:

- Urban Reserve – UR (replaces RUF)
- Country Residential 2 – CR2 (replaces GCR)
- Highway Commercial – C2 (replaces RC)

3.0 Rural Urban Fringe compared to Grouped Country Residential 2

Your property is one of the 21 properties that are currently zoned Grouped Country Residential (GCR). The most similar Town of Coaldale zoning is Country Residential 2 (CR2).

Please take a moment to review the GCR excerpt from the Lethbridge County Land Use Bylaw, and the CR2 excerpt from the Town Land Use Bylaw.

There are some differences between the County's GCR and the Town's CR2 land use districts. The most notable differences will be in the types of land uses that may be carried out.

There are also land uses that are permitted or discretionary in the County's GCR zoning, but that are not permitted or discretionary in the Town's CR2 zoning. For instance, a secondary suite in a garage may be permitted (as a discretionary use) in the GCR zoning, but a secondary suite in a garage is not allowed under the Town's CR2 zoning.

Please see the table on the following page for a comparative list of land uses that are permitted or discretionary in the County's GCR zoning, and those that are permitted or discretionary in the Town's CR2 zoning.

Lethbridge County GCR land uses	Allowed in the Town's CR2 zoning?
Permitted Uses (allowed)	
Accessory Buildings, Structures and Uses to an Approved Permitted Use	Yes – same terminology
Day Homes	Yes – same terminology
Dwellings: Single-detached Site-built	Yes to some Yes
Single-detached Manufactured Homes 1	No – prohibited in Town CR2 zoning
Single-detached Ready-to-move	Yes – termed “Single Detached Prefabricated”
Home Occupation 1	Yes – same terminology
Secondary Suites (contained within a single-detached dwelling)	Yes – same terminology
Signs Type 1	No – prohibited in CR2 zoning
Solar Collectors, Individual	No
Discretionary Uses (decision of Municipal Planning Commission)	
Accessory Buildings, Structures and Uses to an Approved Discretionary Use	Yes – same terminology
Bed and Breakfasts	Yes – same terminology
Day Care	No
Dwellings: Semi-detached / Duplex	Yes – same terminology No
Single-detached Manufactured Homes 2	No
Home Occupations 2	Yes – same terminology
Manufactured Home Parks	No
Moved-in Buildings	Yes – moved in dwellings are also included here
Parks, Playgrounds and Sportfields	No
Secondary Suites (detached garage)	No
Signs Type 2 Fascia	Yes – sign types may be different
Small Wind Energy Conversion Systems	No
Tourist Homes	No

“No” uses and activities as per the Town’s Grouped Country Residential 2 (CR2) zoning

All “no” uses and activities that were permitted by the County prior to annexation are allowed to continue and are considered “legal non-conforming” uses and activities. This means that the uses are allowed to continue in perpetuity, BUT that they are not allowed to expand or be altered in any way.

The Province of Alberta Municipal Government Act (MGA), the legislation that governs how, what, where and why municipalities may regulate land uses, provides the following regulations for “legal non-conforming” buildings and land uses. Following is an excerpt from the MGA:

Non-conforming use and non-conforming buildings (Sec. 643)

- (1) *If a development permit has been issued on or before the day on which a land use bylaw or a land use amendment bylaw comes into force in a municipality and the bylaw would make the development in respect of which the permit was issued a non-conforming use or non-conforming building, the development permit continues in effect in spite of the coming into force of the bylaw.*
- (2) *A non-conforming use of land or a building may be continued but if that use is discontinued for a period of 6 consecutive months or more, any future use of the land or building must conform with the land use bylaw then in effect.*
- (3) *A non-conforming use of part of a building may 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 to it or in it.*
- (4) *A non-conforming use of part of a lot may not be extended or transferred in whole or in part to any other part of the lot and no additional buildings may be constructed on the lot while the non-conforming use continues.*
- (5) *A non-conforming building may continue to be used but the building may not be enlarged, added to, rebuilt or structurally altered except
 - (a) to make it a conforming building,
 - (b) for routine maintenance of the building, if the development authority considers it necessary, or
 - (c) in accordance with a land use bylaw that provides minor variance powers to the development authority for the purposes of this section.*
- (6) *If a non-conforming building is damaged or destroyed to the extent of more than 75% of the value of the building above its foundation, the building may not be repaired or rebuilt except in accordance with the land use bylaw.*
- (7) *The land use or the use of a building is not affected by a change of ownership or tenancy of the land or building.*

4.0 Next Steps

As indicated during the annexation process and at the newly annexed landowners barbeque that was held in the summer of 2018, there will be opportunity to meet with the Town's planning and development staff to discuss any questions, concerns or ideas you may have regarding the rezoning of your property. Annexed landowner workshops will be scheduled for January and February of 2019 and invitations will be sent to each annexed landowner well in advance of the events.

No zoning changes will be proposed to take place until after the workshops have taken place and all questions, concerns and ideas have been discussed.

If you have any questions, concerns or ideas you wish to discuss in advance of the workshops that will be scheduled for January and February of 2019, please don't hesitate to contact the undersigned at planner@coaldale.ca or 403.345.1304.

Best Regards,

A handwritten signature in black ink, appearing to read "Spencer Croil". The signature is fluid and cursive, with the first name "Spencer" written in a larger, more prominent script than the last name "Croil".

Spencer Croil, RPP MCIP
Director of Planning and Community Development

GROUPED COUNTRY RESIDENTIAL – GCR

1. PURPOSE

To provide for a high quality of clustered residential development in areas where no conflict with agriculture or industrial type land uses can be anticipated pursuant to the Municipal Development Plan. Uses which are incompatible with the primarily residential character of this district are discouraged.

2. PERMITTED, DISCRETIONARY AND PROHIBITED USES

(1) Permitted Uses

Accessory Buildings, Structures and Uses to an Approved Permitted Use

Day Homes (see Part 1, Section 13 - No permit required)

Dwellings:

Single-detached Site-built

Single-detached Manufactured Homes 1 (see Part 4, Section 22)

Single-detached Ready-to-move (see Part 4, Section 22)

Home Occupations 1 (see Part 4, Section 20)

Secondary Suites (contained within a single-detached dwelling) (see Part 4)

Signs Type 1 (in accordance with Part 5)

Solar Collectors, Individual (see Part 6, Section 2)

(2) Discretionary Uses

Accessory Buildings, Structures and Uses to an Approved Discretionary Use

Bed and Breakfasts (see Part 4, Section 9)

Day Care (see Part 4, Section 14)

Dwellings:

Semi-detached / Duplex

Single-detached Manufactured Homes 2 (see Part 4, Section 22)

Home Occupations 2 (see Part 4, Section 20)

Manufactured Home Parks

Moved-in Buildings (see Part 4, Section 25)

Parks, Playgrounds and Sportfields

Secondary Suites (detached garage) (see Part 4)

Signs Type 2 Fascia (in accordance with Part 5)

Small Wind Energy Conversion Systems (see Part 6, Part 3)

Tourist Homes (see Part 4, Section 37)

(3) Prohibited Uses

- ◆ Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be similar to a Permitted or Discretionary Use in accordance with Part 1, Section 33, is a Prohibited Use.

3. MINIMUM LOT SIZE

(1) The minimum required parcel or lot size shall be:

- existing parcels;
- 0.8 ha (2 acres) of developable land or greater as reasonably required to support the proposed use if private disposal sewage systems are used.

- (2) Parcels or lots less than 0.8 ha (2 acres) in size may be considered in the following circumstances:
 - (a) the lots are to be connected to municipal services; or
 - (b) the lots are included in a municipal approved area structure plan or design scheme and the lot area is based on an alternative or communal waste water treatment system acceptable to the municipality. In such situations, the minimum lot area should not be less than 0.2 ha (20,000 sq. ft.) unless special circumstances warrant a smaller size; or
 - (c) the lots are part of an area that has a valid area structure plan or design scheme applicable to it, which was approved by Council prior to this land use bylaw taking effect, and the subdivision is being registered or developed in stages which have been initiated.

4. MINIMUM YARD SETBACK REQUIREMENTS

(1) Side Yard

No building, structure (excluding fencing) or dugout banks shall be within 6.1 metres (20 ft.) of a property line not fronting on or adjacent to a municipal roadway, or as established in an adopted area structure plan or design scheme.

(2) Front yards

Front yards setbacks for all uses shall be a minimum of 15.2 metres (50 ft.) from the property line adjacent to or fronting a local or internal subdivision road, not categorized as a statutory municipal road allowance. For setbacks adjacent to or fronting other roadways Section 5 stipulations shall apply, unless a variance is approved by the Development Authority or Alberta Transportation.

(3) Special Setback Requirements

- (a) All buildings, structures and development other than extensive cultivation or grazing on parcels having frontage on a provincial highway may have special requirements for setback, access and service roadways imposed as a condition of approval by the Development Authority in accordance with the requirements of Alberta Transportation and the *Highways Development Protection Regulation*.
- (b) As determined by the Development Authority, all buildings, structures and development that are to be located in the vicinity of an escarpment, coulee break, river bank or other geographical feature may have special requirements for setbacks upon due consideration of any geotechnical or slope stability analysis reports requested by the municipality.

5. MINIMUM SETBACKS FROM ROADWAYS

- (1) No part of a building, structure or development shall be located within:
 - (a) 38.1 metres (125 ft.) of the centre line of any public roadway which is not designated as a provincial highway under the *Highways Development Protection Regulation*;
 - (b) 70.0 metres (230 ft.) of the centre line or 40.0 metres (131 ft.) from the right-of-way boundary, whichever is greater, of roads designated as provincial highways under the *Highways Development Protection Regulation*;
 - (c) for any development adjacent to provincial roadways classified as a four-lane divided highway or freeways/expressways, the required setback distances and accesses will be reviewed on a highway-by-highway/development-by-development basis and shall be as prescribed by Alberta Transportation;

- (d) any greater distance that may be required by the Development Authority in order to facilitate future road widening, service road dedication, to reduce potential snow drifting, or vision restrictions.
- (2) Where any parcel or part of a parcel has frontage on a provincial highway, special standards for setbacks, access, and service roadways may be required by Alberta Transportation under the *Highways Development Protection Regulation*.

6. MINIMUM SETBACKS FOR USES INVOLVING LIVESTOCK OR ANIMALS

- (1) All corrals, feeders, shelters or other structures for the feeding of animals less than the numbers outlined in the *Agricultural Operations and Practices Amendment Act 2001 and Regulations* shall not be located closer to a neighbouring residence than 30.5 metres (100 ft.).
- (2) All corrals, feeders, shelters or other structures for the feeding of animals less than the numbers outlined in the *Agricultural Operations and Practices Amendment Act 2001 and Regulations* shall not be located within 30.5 metres (100 ft.) of the boundary or right-of-way an irrigation district canal, creek, stream, river, lake shore or water body.

7. DEVELOPMENT AND SETBACKS NEAR CANALS

All other development shall not be located within 30.5 metres (100 ft.) of the boundary of a right-of-way of an irrigation canal that serves any downstream users. In order to determine the status of a canal, the comments of the relevant irrigation district should be considered.

8. MAXIMUM SITE COVERAGE

- (1) Unless specified elsewhere in this bylaw, the maximum percentage of the site that may be covered by buildings and structures shall be:
 - (a) as determined by the Development Authority – no building, structure or driveway shall be located within the area or setbacks required or identified to treat private septic sewage; or
 - (b) as established in an adopted area structure plan or design scheme.
- (2) The maximum size (i.e. square footage or building footprint) of an accessory building or structure to be located on a lot or parcel shall not exceed the sizes as stipulated in Section 10 of this district.

9. ACCESS

- (1) The municipality may, at the time of subdivision or development, require the developer to enter into an agreement for the construction of any approach(es) necessary to serve the lot or development area in accordance with *Lethbridge County Engineering Guidelines and Minimum Servicing Standards*.
- (2) To ensure proper emergency access, all developments shall have direct legal and developed physical access to a public roadway in accordance with *Lethbridge County Engineering Guidelines and Minimum Servicing Standards*. If the development is within 304.8 metres (¼ mile) of a provincial highway, direct legal and physical access to a public roadway shall be to the satisfaction of Alberta Transportation.
- (3) Access points adjacent to blind corners, hills, ridges, railway crossings and any other obstructions shall be positioned so as to provide a reasonably unobstructed view in either direction of 100 metres (328 ft.) on a local road.

- (4) The requirement of a service road or subdivision street to provide access may be imposed as a condition of approval for any new development other than those deemed approved. Construction and survey costs for a service road shall be the responsibility of the applicant.
- (5) A shared local service road or the construction of shared accesses/approaches may be required to be provided by the developer of multi-lot subdivisions in accordance with *Lethbridge County Engineering Guidelines and Minimum Servicing Standards*.

10. ACCESSORY BUILDINGS AND STRUCTURES

- (1) An accessory building or structure shall only be constructed in conjunction with an approved principal building or use and not be used as a permanent dwelling.
- (2) An accessory building shall not be located in the required setback from a public road or on an easement.
- (3) An accessory building shall be setback a minimum 3.0 metres (10 ft.) from the principal dwelling and from all other structures on the same lot.
- (4) Where a structure is attached to the principal building on a site by a roof, an open or enclosed structure, a floor or foundation, it is to be considered a part of the principal building and is not an accessory building.
- (5) As a condition of a permit, if a development approval is required, the Development Authority may stipulate specific requirements for the type of foundation, fastening or tie-down system, finish, colour, roof pitch, and materials to be applied to the accessory building.
- (6) Maximum height – No accessory buildings shall exceed 6.1 metres (20 ft.) in height.
- (7) Maximum size of accessory buildings or structures:
 - (a) on parcels 0.8 ha (2.0 acres) or less in size, the maximum size of an accessory building or structure shall not exceed 167.22 m² (1,800 sq. ft.);
 - (b) on parcels greater than 0.8 ha (2.0 acres) in size, the maximum size of an accessory building or structure shall not exceed 914.4 m² (3,000 sq. ft.).

11. FENCES AND SHELTERBELTS

In rural areas along local roads, the construction or erection of a fence, hedge or shelterbelt shall comply with the following:

- (a) no fence, hedge or shelterbelt shall be erected which would unduly restrict the vision of approaching traffic;
- (b) fencing surrounding public utility lots shall be as per *Lethbridge County Engineering Guidelines and Minimum Servicing Standards* or as stipulated in a Development Agreement;
- (c) all fences must be sited to be able to meet the required corner site triangle setbacks as stipulated in Part 3, Section 11;
- (d) a chain link, split rail or barb wire type fence may be located adjacent to the property line or within the required setbacks to a public road, but, solid material fences and snow fences must meet the stipulated setbacks to the public road.
- (e) no hedge or shelterbelt shall be erected closer than the distances as stipulated in Part 3, Section 11, Fences, Trees and Shelter Belts in Rural Areas, Diagram 3.5, of the right-of-way of a public road.

12. OBJECTS PROHIBITED OR RESTRICTED IN YARDS

- (1) No person shall allow a motor vehicle which has all or part of its superstructure removed, or a motor vehicle which is in a dilapidated or unsightly condition to remain within 30.5 metres (100 ft.) of a local road or provincial highway in the district unless it is suitably housed or screened to the satisfaction of the Development Authority.
- (2) Not more than three (3) recreational vehicles shall be stored or parked on a parcel unless otherwise approved by the Development Authority.
- (3) A recreational vehicle parked on a lot in any district shall not be used for permanent living or sleeping accommodation.

13. SERVICING REQUIREMENTS

- (1) Every development shall be required to install a sewage disposal system and potable water system in accordance with *Lethbridge County Engineering Guidelines and Minimum Servicing Standards* or other system as approved by the municipality.
- (2) The Development Authority may refuse a development, and the Subdivision Authority may refuse to approve a subdivision, if the parcel on which it is proposed is not large enough or does not have suitable soil characteristics to support a sewage disposal system to the standard required.
- (3) The Development Authority may refuse a development, and the Subdivision Authority may refuse to approve a subdivision, if it cannot be demonstrated to the satisfaction of the approval authority that the parcel has access to a secure potable water source or system.

14. STANDARDS OF DEVELOPMENT

Standards detailed in Parts 3 and 4 apply to all uses unless more detailed and restrictive standards are established under an adopted area structure plan or design scheme.

15. DEVELOPMENT STANDARDS FOR MANUFACTURED AND READY-TO-MOVE HOMES

Standards detailed in Part 4, Section 22 apply to all uses unless more detailed and restrictive standards are established under an adopted area structure plan or design scheme.

16. AREA STRUCTURE PLANS AND DESIGN SCHEMES

Pursuant to the criteria outlined in the Municipal Development Plan:

- (1) Council may require applicants proposing development in the area to undertake the preparation of an area structure plan or conceptual design scheme.
- (2) The Subdivision Authority or Development Authority may recommend that Council require the adoption of an area structure plan or design scheme prior to approving applications for subdivision or development, where it becomes apparent to the relevant approval authority or the municipality that too much development is being concentrated in one area without a formal land use designation being approved.

17. SITE GRADING AND DRAINAGE

- (1) If not provided in conjunction with an approved area structure plan or design scheme, or at the land use redesignation stage, the Subdivision Authority or Development Authority may request a drainage study conducted by a licensed, qualified engineer to be submitted as part of an application for subdivision or



development approval. The study must include the land that is subject to the application as well as adjacent and other lands that may be affected by the development and drainage proposals.

- (2) The Development Authority may require as a condition of development approval:
 - (a) engineered grading and drainage plans for the development and a legal survey demonstrating that engineered grades have been met;
 - (b) grading and other measures, as appropriate, to control surface drainage, reduce or eliminate grade difference between adjacent lots, and minimize erosion or slope instability;
- (3) The applicant is responsible for ensuring adherence to any required final grades that are established by the engineer and approved by the municipality.

18. ARCHITECTURAL CONTROLS

All development must comply with any approved architectural controls if required as part of an area structure plan or subdivision approval. Proof of compliance to the applicable architectural controls is required at the time of submission of a development permit application.

19. AIRPORT AREA RESTRICTIONS

Properties that lie within the area shown in Map 1, Part 4, will have additional subdivision and development restrictions as outlined in Part 4, Section 2, Airport Area Restrictions.

20. RIVER VALLEYS AND SHORELANDS

- (1) Before approving any application in or adjacent to a river valley or shoreland area to locate or expand a land use, or which requires a land use bylaw waiver, the Development Authority shall refer such an application to any local, regional, provincial or federal government agency that, in its opinion, has an interest in land use management.
- (2) No application to locate or expand a land use in or adjacent to a river valley or shoreland area shall be approved unless, in the opinion of the Development Authority, the proposal will not:
 - (a) be located in a flood prone area; and
 - (b) cause soil erosion or damage to a river bank; and
 - (c) cause deterioration of water quality; and
 - (d) hinder the flow of water to the river; and
 - (e) compromise aesthetic quality or natural amenities; and
 - (f) be detrimental to area of ecologically sensitive habitat or of historic or scenic importance; and
 - (g) have a detrimental effect on adjoining or nearby agricultural operations if the proposed development is for a non-agricultural use; and
 - (h) have a detrimental effect on existing or proposed recreation areas; and
 - (i) have a detrimental effect on existing or proposed irrigation canals or water diversion structures.
- (3) Where a proposed development is granted permission to locate within the one in one hundred year flood plain of any watercourse, the Development Authority may request the developer to provide any or all of the following requirements prior to the issuance of a development permit:

- (a) the registration of a Save Harmless Agreement against the title indemnifying the municipality in case of a subsequent flood causing damage to the development;
- (b) the provision of an appropriate private sewage disposal system to the satisfaction of the appropriate health authority and the *Safety Codes Act*;
- (c) a certificate from a qualified Alberta Land Surveyor stating the top of the footings of any proposed development will be at or above the one in one hundred flood plain level and proof of such elevation;
- (d) an assurance that any proposed setback requirements as established by Alberta Environment or other government department are met or exceeded.

21. SITE SUITABILITY

- (1) The Subdivision Authority or Development Authority shall take into consideration Part 1 – Administrative, Sections 20-22 of this Bylaw, when making a decision on an application for subdivision or development in this land use district.
- (2) The Subdivision Authority or Development Authority may place any or all of the following conditions, in addition to a development agreement, on subdivision or development permit approval to ensure any concerns over the suitability of the land and development are satisfied:
 - (a) the provision of a professional geotechnical investigation/test and report to ensure the site is suitable in terms of topography, stability, soil characteristics, flooding subsidence, erosion and sanitary sewerage servicing;
 - (b) require the developer to provide suitable access, so the site will be legally and physically accessible to a developed municipal road or if within 300 metres (984 ft.) of a provincial highway will meet the requirements of Alberta Transportation;
 - (c) stipulate the alteration of proposed lot configurations, building sizes or locations to ensure any setback requirements of this land use bylaw or the Subdivision and Development Regulation can be met;
 - (d) any reasonable measures to ensure any other requirements of this Land Use Bylaw are complied with;
 - (e) any measures to adequately ensure applicable provincial legislation such as the *Safety Codes Act* is complied with or not compromised.

22. HAZARDOUS OR NOXIOUS USES

Development of hazardous or noxious uses shall be discouraged in this land use district.

23. LANDSCAPING AND SCREENING (See Part 3 – General Land Use Provisions)

24. STANDARDS OF DEVELOPMENT (See Part 3 – General Land Use Provisions)

25. OFF-STREET PARKING REQUIREMENTS (See Part 3 – General Land Use Provisions)

26. USE SPECIFIC STANDARDS OF DEVELOPMENT (See Part 4 – Use Specific Provisions)

27. READY-TO-MOVE / MANUFACTURED HOME DEVELOPMENT STANDARDS (See Part 4 – Use Specific Provisions)



- 28. **MOVED-IN BUILDINGS** (See Part 4 – Use Specific Provisions)
- 29. **HOME OCCUPATIONS** (See Part 4 – Use Specific Provisions)
- 30. **SIGN REGULATIONS** (See Part 5)
- 31. **ALTERNATIVE / RENEWABLE ENERGY DEVELOPMENTS** (See Part 6)
- 32. **FORMS** (See Appendix B)
- 33. **FEES** (See Appendix C)

COUNTRY RESIDENTIAL TWO – CR-2



Purpose:

To establish a residential large lot district to ensure that any development will proceed in an orderly and economical manner.

1. (A) PERMITTED USES

- Dwellings:
 - Secondary Suite
 - Single-Detached - Prefabricated
 - Single-Detached Site Built
- Accessory building, structure or use to an approved permitted use
- Day Home
- Detached Garage
- Garden Shed
- Home Occupation 1
- Shipping Container (temporary)

(B) DISCRETIONARY USES

- Dwellings:
 - Moved-In
- Accessory building, structure or use to an approved discretionary use
- Bed and Breakfast
- Child Care Facility
- Home Occupation 2
- Moved-In Building
- Public or Private Utility
- Sign Types¹: 2, 4, 5², 12

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.
2 – See Schedule 13, subsection 8(5)(i) for restrictions on freestanding signs in residential districts.

(C) PROHIBITED USES

- Shipping Container (permanent)
- Single detached manufactured dwelling
- Sign Types 1, 3, 6, 7, 8, 9, 10, 11
- Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use.

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Single-detached dwellings	24.38	80	33.52	110	817.21 (0.081 ha)	8,800 (0.20 acre)
All other uses	As required by the Designated Officer or Municipal Planning Commission					

- (a) The Designated Officer may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in Section 2.
- (b) Despite the above requirements, all lots located on curves or cul-de-sacs shall have a minimum frontage³ of 6 m (19.68 ft.).

3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS AND USES

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
Principal Use	7.62	25	7.62	25	3.05	10	6.10	20
Accessory Buildings	–	–	–	–	1.52	5	1.52	5
All other uses	As required by the Designated Officer or Municipal Planning Commission							

4. MAXIMUM SITE COVERAGE

(a) **Principal Building – 35%**

The principal building shall not occupy more than 35 percent of the surface area of a lot. Attached garages shall be considered as part of the principal building.

(b) **Accessory Buildings – 10%**

Any accessory buildings shall not occupy more than 10 percent of the surface area of a lot.

(c) Other development shall be at the discretion of the Development Authority.

5. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Principal Dwelling	10 m (33 ft.)
Accessory Buildings	4.57 m (15 ft.)
All other uses	As required by the Designated Officer or Municipal Planning Commission

*See definition for Building Height.

6. DRAINAGE

(a) All dwellings and accessory structures must have eaves and downspouts, proper site grading and all surface drainage must be contained on-site and directed into approved municipal infrastructure.

7. ACCESSORY BUILDINGS (INCLUDING GARDEN SHEDS AND DETACHED GARAGES)

(a) Minimum setbacks for accessory buildings including garden sheds and detached garages are as follows:

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
Accessory Buildings	See (f) and (g) below.				3.05	10	4.57	15

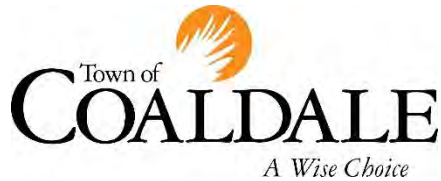
Note: Measurements are from the respective property line to the nearest point of the building.

(b) No accessory building or use shall be allowed on a lot without an approved principal building or use.

(c) Accessory structures and uses not specifically included within a development permit require a separate development permit application.

- (d) Accessory buildings on interior lots or laneless corner lots shall not have overhanging eaves less than 0.61 m (2 ft.) from the side and rear lot line.
- (e) Accessory buildings on laned corner lots shall not have overhanging eaves less than 2.74 m (9 ft.) from the secondary front lot line and 0.61 m (2 ft.) from the rear and side lot lines.
- (f) Accessory buildings shall not be located in the front yard.
- (g) Accessory buildings shall not be located in a side yard between the property line and a principal building.
- (h) Accessory buildings shall have a minimum separation of 0.61 m (2 ft.) from the overhanging eaves of the accessory building and the eaves of any other structure or dwelling.
- (i) The exterior finish of all accessory buildings must be the same or complimentary to the principal building.
- (j) A minimum separation distance of 1.22 m (4 ft.) shall be provided between a principal building and any accessory building or structure.

8. STANDARDS OF DEVELOPMENT	– SCHEDULE 4
9. MOVED-IN DWELLING AND MOVED-IN BUILDING REGULATIONS	– SCHEDULE 5
10. PREFABRICATED DWELLING REGULATIONS	– SCHEDULE 6
11. HOME OCCUPATIONS	– SCHEDULE 7
12. BED AND BREAKFAST STANDARDS	– SCHEDULE 8
13. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES	– SCHEDULE 9
14. OFF-STREET PARKING AND LOADING REQUIREMENTS	– SCHEDULE 11
15. SIGN REGULATIONS	– SCHEDULE 13



February 8, 2019

Mail merge

Dear mail merge

In late December or early January an information package regarding the rezoning of newly annexed properties was sent out. In the information package it was indicated that rezoning workshops would be organized for January and February. Since January has passed, the workshops are now scheduled for mid-to-late February.

Workshops will be held on the following dates and times:

DATE	TIME	PLACE
Wednesday, February 20	7 to 8 pm	All workshops will be held at the Community Centre (1217 20th Avenue)
Saturday, February 23	10 to 11 am <i>and</i> 11 am to 12 pm	
Tuesday, February 26	5 to 6 pm	
Wednesday, February 27	7 to 8 pm	

Meeting as an area

As an alternative to attending a general rezoning workshop, if you prefer to attend a workshop with your fellow landowners from a particular area, please let me know and I will accommodate the time and date that works best for all landowners in the given area. For the purposes of the rezoning workshops, an example of an area would be the:

- Harrison Estates area
- Evergreen Estates area
- All landowners in the quarter-section directly west of Highway 845 on the new southern boundary of the Town
- All large-lot landowners (lots over 20 acres in size)

Meeting individually

If you prefer to meet one-on-one, please let me know and I will accommodate the time and date that works best for you.

Meeting format (workshops)

The meetings will be formatted as workshops focused on the following items:

- Reviewing your current property zoning
- Reviewing the current Town zonings that are most suitable to rezone your properties to
- Identifying and discussing questions/concerns/ideas regarding the Town zonings, and potential changes to the Town zonings that newly annexed landowners may desire

As mentioned in the mailout that you received previously, the County zonings currently in place on the newly annexed areas includes Rural Urban Fringe (RUF), Grouped Country Residential (GCR) and Rural Commercial (RC). Town zonings that have been proposed as suitable to transition to include Urban Reserve (UR), Country Residential 2 (CR2) and Highway Commercial (C2).

You will be grouped based on the most suitable Town zoning for your property, which was identified in the information package you received. There will be Urban Reserve (UR), Country Residential 2 (CR2) and Highway Commercial (C2) discussion groups.

Post-annexation matters

In conjunction with the rezoning discussions, the workshops present an opportunity to discuss any questions, concerns or ideas you may have as new Town residents, with specific reference to those operational and service-related matters that were covered during the annexation process.

If there are any questions, concerns or ideas that you wish to discuss prior to the workshops being held, please do not hesitate to contact me at your earliest convenience at 403.345.1304 (office), 403.393.5858 (cell) or at planner@coaldale.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Spencer Croil". The signature is fluid and cursive, with the first name being more prominent than the last.

Spencer Croil, RPP MCIP
Director of Planning and Community Development



J. BRUCE MILNE*
bruce@milnepritchard.com
F. MURRAY PRITCHARD, Q.C.*
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Our File No. 5033-6
Legal Assistant: Kelsey Lewis
Email: kelsey@milnepritchard.com
Via fax to 403-345-1311

April 12, 2019

Town of Coaldale
1920 17th Street
Coaldale, AB T1M 1M1

Attention: Spencer Croil, RPP MCIP – Director of Planning and Community Development

Dear Mr. Croil:

**Re: Alberta Birds of Prey Foundation and Colin George Weir
Rezoning of Annexed Properties**

We represent both the Alberta Birds of Prey Foundation and Colin Weir in regards to their properties which are subject to the recent annexation and proposal for rezoning. My client's properties are shown on the attached aerial photo for ease of reference.

Following our meeting on April 9th, 2019 and after considering the proposed zoning for these properties my clients are of the opinion that parcels 2 and 3 on the attached aerial photo would most appropriately be rezoned under the urban reserve designation. The long term planning for this property contemplates the following uses:

1. Continued or expanded residential purposes for semi-detached drawings;
2. Environmental wetlands associated with the storage and transmission of water constituting a utility under the land use bylaw;
3. Educational/tourism structures associated with the environmental wetlands.

It is our understanding that the urban reserve designation would most appropriately accommodate these forecasted uses and avoid conflicts with existing development and future proposed development.

In addition of the foregoing, would be asking that consideration be given to an amendment to the urban reserve designation to contemplate secondary and/or additional dwellings to be permitted on each lot. This would help to facilitate my client's future plans for the development of staff housing on these lands to support the Alberta Birds of Prey Foundation's charitable/nonprofit operations and community contributions.

Suite 807 • Melcor Centre • 400 - 4th Avenue South • Lethbridge, AB • T1J 4E1

Phone: 403 329-1133 • Fax: 403 329-0395

*DENOTES PROFESSIONAL CORPORATION

We wish to thank the town council for having provided the opportunity for input into the rezoning of these lands which will be critical to the continued operation of our clients facility as well as the potential management of storm water runoff in this region.

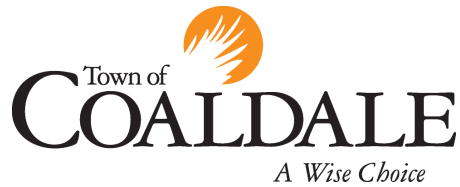
Yours very truly,

MILNE PRITCHARD LAW OFFICE


PER: F. MURRAY PRITCHARD, Q.C.

/k/

Encl.



Information update

JUNE 24, 2019 REGULAR COUNCIL MEETING

INTERMUNICIPAL COLLABORATION FRAMEWORK (ICF) UPDATE

PURPOSE:

The purpose of this report is to update Council on the progress and discussions taking place between Lethbridge County and the urban municipalities in the region as part of the Intermunicipal Collaboration Framework (ICF) process.

Municipal Affairs has mandated that municipalities are required to have collaboration frameworks that specify what and how services are funded and delivered by March 31, 2020.

BACKGROUND:

I am pleased to report that I have been attending meetings with representatives from the municipalities of Lethbridge County, Barons, Picture Butte, Coalhurst and Nobleford to navigate through the Inter-Municipal Collaboration Framework (ICF) process mandated by the Province of Alberta.

The following discussion topics have been central to the above noted meetings:

- Emergency Services;
- Transportation;
- Waste Services;
- Recreation; and,
- Water and Waste-water.

OVERVIEW:

Overall, a lot of good information has been shared, and examples of what has been done in other communities has been explored. One of the key takeaways thus far is that prior to the ICF process being mandated by the Province, a number of collaboration frameworks were already in place in our region.

Additional updates will be provided once the exploratory / research process is complete.

PUBLIC ENGAGEMENT:

n/a

RECOMMENDATION:

1. THAT Council receive the Intermunicipal Collaboration Framework report for information.

Respectfully Submitted:

Kalen Hastings
Chief Administrative Officer

This report has been prepared in consultation with the following listed departments:

Department	Signature



Department Report

JUNE 24, 2019 REGULAR COUNCIL MEETING

BUDGET UPDATE

PURPOSE:

The following report is to provide Council with an update on the January to May, 2019 budget to actual figures.

BACKGROUND:

A review of expenses from January to May, 2019, plus projected estimates for various changes has been performed by Corporate Services.

OVERVIEW:

The following is a summary of the projected changes for 2019 compared to the approved operating budget:

Under / (Over) Budget

Wages:	92,000
Service Agreement:	(105,000)
Contracted Services:	(92,000)
Rental Revenue:	(40,000)
Debenture Payments:	71,000
Grants:	77,500
Professional Services:	(50,000 – 100,000)
Summary:	(46,500 – 96,500)

Wages: Related changings in staffing from multiple departures and re-hires.

Service agreements: agreements to provide services to other Municipalities that did not materialize as expected. Specific details not disclosed as to not affect future negotiations.

Contracted Services: Overages related to waste/recycling/compost costing and additional funds required for media campaign.

Rental Revenue: Additional rent budgeted for the new fire hall. However, this will not be available until the fire hall is completed.

Debenture Payments: Fire hall debenture payments not going to start until 2020. Waiting to pull the debenture with decreasing interest rates.

Grants: \$53,500 extra received for the 2018 MSI Operating grant and \$24,000 for a Cannabis training grant that was not previously budgeted.

Professional Services: Expected to be \$50K - \$100K over budget for various items.

RECOMMENDATION:

As part of the procurement process that the Town of Coaldale must follow, there are several contracts/services that Administration is exploring. This could result in potential savings to help offset a portion of these costs.

Generally, there are savings within various departments that is a result of estimating larger expenses (utilities, insurance, WCB, employee benefits). These will be monitored and allocated accordingly to in part fund a budget overrun if needed.

No further action is required at this point; however, Administration will continue to monitor the budget to actual figures over the summer and provide Council with an updated report in the Fall.

1. THAT Council accept this report as information.

Respectfully Submitted:

Kyle Beauchamp, CPA, CA
Director of Corporate Services



Request for Decision

JUNE 10, 2019 - REGULAR COUNCIL MEETING

STREET LIGHTING UPDATE

PURPOSE:

The purpose of the following report is to provide Council with an update and additional option for the dark spot lighting upgrades that have been approved and currently being estimated.

BACKGROUND:

In 2018, Council approved the first section of street lighting upgrades on the west side of Town. Council also directed staff to proceed with estimates for the rest of the Town that are currently requiring lighting upgrades. During the process of getting estimates for the completion of upgrades we received significantly lower cost estimates for the remaining areas of Town than the initial area by using overhead, where we could, instead of all underground.

Noting the significant change in estimates the Town went back to Fortis to re quote the initial area using overhead where possible so that we could then present to Council the two options for the west end of Town.

OVERVIEW:

Below are the two (2) estimates for the west side of Town between 21st – 24th Street and 20th – 24th avenue.

Option 1: Quote 500071699-01 (All underground, initially accepted)

- 17 new steel street lights, all underground wiring
- 10 additional light arms
- Customer Contribution \$297,119 - Fortis Contribution \$79,137

Option 2: Quote 500074937-01 (mixed overhead and underground)

- 15 new steel street lights
- 13 new wood poles w/street lights (4 additional poles to support overhead wiring)
- 20 additional light arms
- 16, pole to pole overhead cables added, 8 alley poles and cables removed
- Customer Contribution \$105,125 - Fortis Contribution \$137,310

PUBLIC ENGAGEMENT:

The initial approved quote was for all underground with just the additional poles, with the new quote there would be additional overhead wires that may, if Council so desires, warrant some interaction with the public.

Recommendation of a single open house to determine the public opinion on adding additional overhead power within the older parts of Town.

NEXT STEPS:

For Council to make the determination on the type of lighting installed within the Town to alleviate the dark spots or to direct Town staff to engage the public on adding overhead wires.

RECOMMENDATION:

1. THAT Council chooses to continue with the initial quote of all underground for the new street lighting.
2. THAT Council chooses to opt for the second quote where overhead is utilized where feasible.
3. THAT Council choose to pursue a hybrid of both quotes where we minimize overhead as much as possible while maintaining a reasonable budget.
4. THAT Council choose to engage the public to ensure that overhead is acceptable to the public before proceeding with the project.

Respectfully Submitted:

Terry May,
Operations Supervisor

This report has been prepared in consultation with the following listed departments:

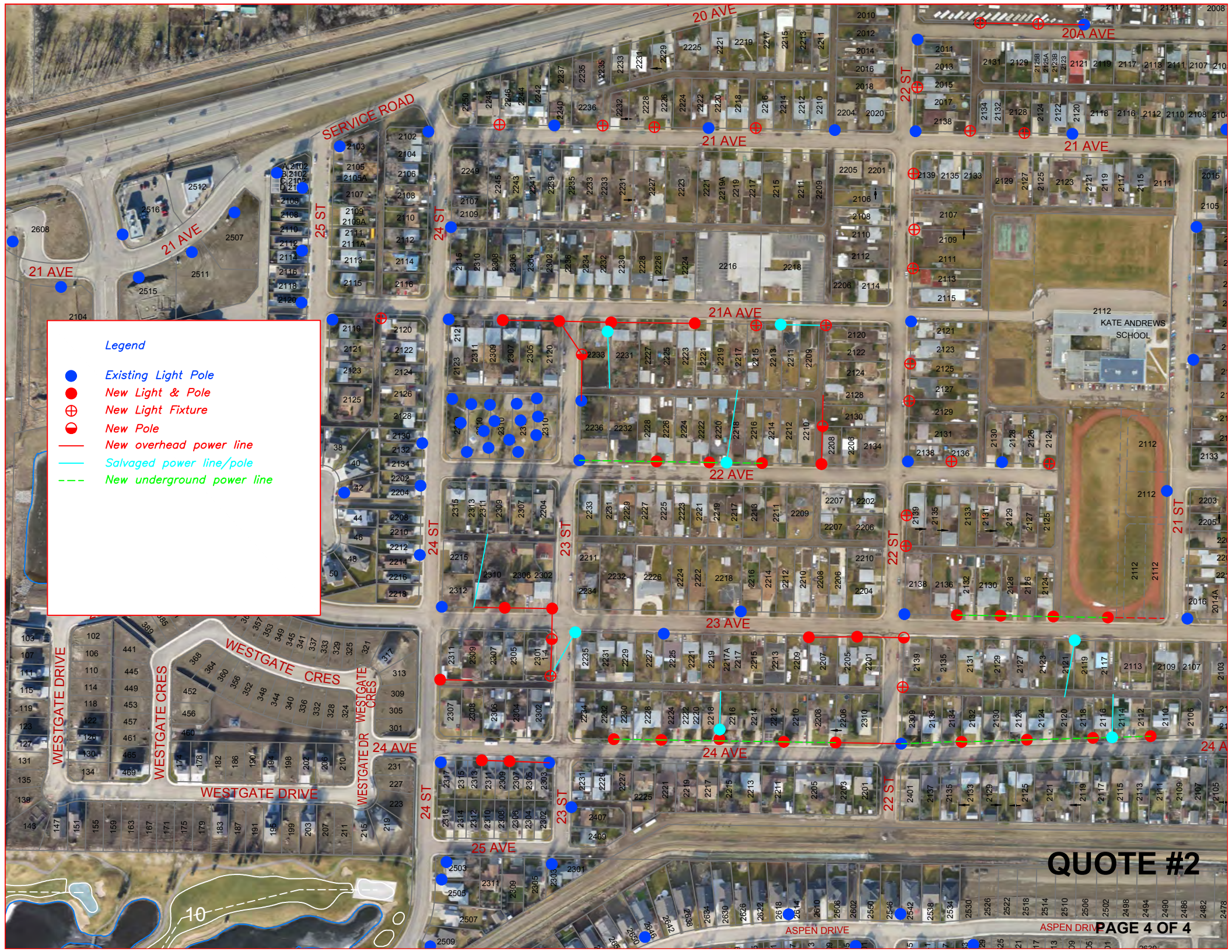
Department	Signature
Spencer Croil, Director of Planning & Community Development	

ATTACHMENTS:

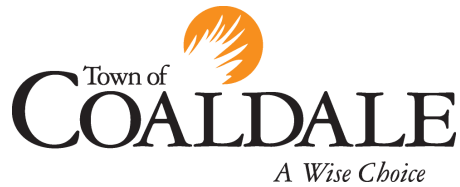
- Lighting Map 2019 Quote 1
- Lighting Map 2019 Quote 2

Legend

- Existing Light Pole
- New Light & Pole
- ⊕ New Light Fixture
- New Pole
- New overhead power line
- Salvaged power line/pole
- - - New underground power line



QUOTE #2



Request for Decision / Information
JUNE 10, 2019 REGULAR COUNCIL MEETING

REPORT ON ACFA INTEREST RATES FOR BORROWING

PURPOSE:

The following report is to provide Council with an update on the current interest rates available through Alberta Capital Finance Authority for borrowing.

OVERVIEW:

The effective interest rate on a 25-year loan at the time of passing the capital budget (for the purposes for a recreation centre) was 3.482%. The rate for this same loan on May 15, 2019 is now 2.705%, a decrease of 0.777% over this period of time.

The result is a decrease in annual loan payments of \$49,330, amounting to \$1,233,257 over 25 years.

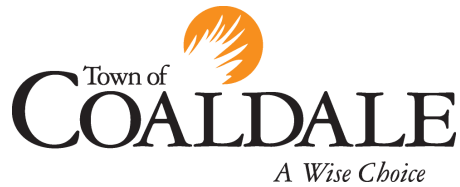
Interest rates will be continually to be monitored to estimate when it is best to lock in the debenture for the fire hall and recreation centre.

With the reduction in current borrowing rates, the short-term borrowing (3 – 5 years) rates through ACFA are currently below interest rates that the Town of Coaldale holds on several of our reserve investments.

With that in mind, would Council be interested in having administration provide a report on strategic borrowing options surrounding the 2019/2021 capital budget for the June 24, 2019 Council meeting.

Respectfully Submitted:

Kyle Beauchamp, CPA, CA
Director of Corporate Services



Request for Decision

JUNE 24, 2019 REGULAR COUNCIL MEETING

COALDALE COMMUNITY GRANT RECIPIENTS 2019

PURPOSE:

We are pleased to share the following list of successful recipients of the 3rd Annual Town of Coaldale Community Grant program for 2019.

OVERVIEW:

Funds for the grant are generated from the Photo Radar Program in Coaldale. At the Regular Council Meeting of May 27, 2019, the following motion was made:

MOTION 149.19 Councillor Lloyd moved that Council award the requested fund as indicated or amended for all Community groups, noting that the requested funds are well below the total amount available.

4-2 Carried

*Councillor Lloyd, Councillor Pauls, Councillor Simpson, Councillor Chapman, in favor
Mayor Craig, Councillor Hohm, opposed*

- **St. Joseph's School \$2,000** – Dog Agility Equipment
- Kinsmen Club of Coaldale \$3,000 – Bleacher Seating Repairs
- Jennie Emery Elementary School/Friends of Jennie Emery Elementary School \$5,000 – Picnic Tables for Outdoor Classroom
- Gem of the West Arts & Culture Committee \$4,000 – Artwork Frame Repairs & Replacement
- Coaldale Minor Hockey Association \$5,000 – Hiring of Instructors/Mentors
- Coaldale Granite Club \$3,500 – Replacement of Rink Boards
- Coaldale Dry Grad \$1,400 – Venue Rental, T-shirts & Food Costs
- Coaldale Country Christmas Night of Lights Festival \$10,100 – Light Display
- Coaldale & District Volunteer Firefighter Association \$10,000 – Concrete Foundation for Training Props
- Lethbridge Corridor Victim Services Unit \$3,570 – iPads & Data Costs

Total: \$47,570

PUBLIC ENGAGEMENT:

An advertisement is scheduled in the Sunny South News for Tuesday, June 25, 2019, congratulating the successful recipients. Letters were mailed directly to each successful recipient.

RECOMMENDATION:

1. THAT Council receive the report as information.

Respectfully Submitted:

Lana Unger
Legislative Coordinator

This report has been prepared in consultation with the following listed departments:

Department	Signature

COALDALE Centennial Homecoming



August 3 & 4

CENTENNIAL BOOK "Coaldale Gems of the Past"

Books \$15.00. To order call Doreen 403-315-3636 or email coaldale100@coaldale.ca

REGISTRATION & BOOK SALES - Community Centre

Friday 4:00 pm - 8 pm and Saturday 8:30 am - 1:30 pm

COMMUNITY CHOIR PRACTICE

Friday 7:30 pm and Saturday 10:30 am

SATURDAY - August 3

Silent auction items - 1983 Gem of the West history books, wall hanging, "Coaldale Gems of the Past" gold foiled limited edition book

Antique Car Display

8:30 am - 10:00 am - Pancake breakfast

9:00 am - Bus Tour - Gem of the West Museum including Blacksmith demo, Alberta Birds of Prey, Centennial Park, Welcome Park and Heritage Walk

11:00 am - 2:00 pm - Photo Booth with props

11:30 am - 1:00 pm - Lunch - Picnic in the park

2 pm - Centennial Homecoming official program

5 pm & 7 pm - Entertainment - Polkaholix Band

6 pm - Barbecue

Social time with friends & classmates

SUNDAY - August 4

10 am - Worship service

11:30 am - Brunch



**RSVP at
coaldale.ca/100**

**Join us!
Call your friends
& classmates!
Register today!**



Project sponsored by Real Estate Centre and The Town of Coaldale

Kyle Frache
2670 Aspen Dr.
Coaldale, AB
T1M 0A2



June 04, 2019.

Town of Coaldale
1920 - 17th Street
Coaldale Alberta, T1M 1M1

Dear Mayor Craig and Coaldale Council Members.

Thank you for the opportunity to present our concerns about Site A. In response to my presentations and your replies, could you answer the questions outlined below.

1. Including a proposed new intersection at Land O Lakes Drive (Tim Hortons), crossing the railway tracks to 18th ave, could you provide a conceptual plan of what is being proposed to deal with traffic congestion and public use/safety for the three highway 3 intersections in northwest Coaldale, 20th street, 30th street and Land O Lakes Drive? What will the total cost be along with sources of funding?
2. Could you provide a list of what provincial federal agencies are being used/consulted with for this planning and will there be any opportunities for public consultation and input on these safety measures?
3. To help improve safety, overpasses have been suggested as a solution. Could you provide information about what is being proposed along with possible locations and costs? In May 24th 2016 Sunnysouth news article it states that the town of Coaldale has a "vision for a overpass", but the town of Coaldale Annexation report 2017 page 255 states: A pedestrian overpass or underpass of Highway 3 and the railway is NOT cost efficient. Now most recently the CAO states on May 27, 2019: "we are working with the CP rail and Transport Canada to obtain funds to build a pedestrian overpass" but when I contacted CPR and TC they were unaware of a overpass?? Can you explain how the CAO keep flip flopping the vision of a overpass? Would sites on the South side of Coaldale be deemed a more cost effective and safe location for tax payers ?
4. I assume student bussing was a consideration in your choice of a high school/rec. centre site. Student bussing is already a problem with some residents of Northwest Coaldale being denied bussing to all Coaldale schools that would like it. For Site A could you provide a cost projection on required bussing costs including student numbers? For student bussing, could you also provide a comparative cost analysis for the other proposed high school sites? I would ask this analysis reflect sources of funding along with projected student numbers for each of the proposed sites.
5. What is the estimated total number of projected/estimated houses that could possibly be built in newly annexed land in Northwest Coaldale? What will be the bussing costs to transport those students to each of the Coaldale schools on the south side of highway #3?
6. There is much public discussion, debate and possible misunderstandings about what a new rec. centre will include. It is my understanding rec. centre project first came up out of public requests and need for another sheet of ice at the Coaldale Sportsplex.

Could you provide a concept of what is being included or proposed for the rec. centre in its first and possible future phases along with estimated capital and operating costs, and costs to Coaldale taxpayers? How is the rec. centre going to be used, available etc. for shared use by the school versus the public? Will there be any public consultation on what the rec. centre will be comprised of, offer and how/when it will be available for public use?

7. Could you also provide a description with costs for all other planning considerations that are being contemplated for the Site A rec. centre and high school?

Thank you

Kyle Frache



Kyle Frache
2670 Aspen Dr.
Coaldale, AB
T1M 0A2



June 04, 2019.

Town of Coaldale
1920 – 17th Street
Coaldale Alberta, T1M 1M1

Re: Request for plebiscite

Dear Mayor Craig and Coaldale Council Members.

It is my opinion that a significant majority of residents do not approve of Site A for new rec centre/high school in Coaldale.

Since this is a decision of major civic importance, not consulting the public should not be an option.

After reviewing many public statements made by council and administration, it is my understanding Coaldale Town Council justified selecting Site A without public consultation stating that:

- the town already owned the land
- Site A was the preference of the Palliser School Board
- there was a need for a relatively quick decision for “shovel-ready” project due to the provincial election
- so north side Coaldale residents weren’t feeling marginalized

I assume as our elected representatives you agree that public consultation/input should be a cornerstone and major factor guiding decision making, especially for projects of major civic opinion.

To satisfy all parties you are making a decision most Coaldale residents would support, I would request that Coaldale Town Council approve a plebiscite asking if Coaldale rate payers approve of your chosen northwest Coaldale location for the proposed high school/rec centre.

Thank you

Kyle Frache

A handwritten signature in blue ink, appearing to read "Kyle Frache".

Barons-Eureka-Warner Family & Community Support Services Minutes of Board Meeting – Wednesday, May 1, 2019

Attendance

Merrill Harris, Don Heggie, Teresa Feist, Linda English, Bill Chapman, Margaret McCanna, Garth Bekkering, Ed Weistra, Joan Harker, Dennis Cassie, and staff Zakk Morrison, Evelyn Florence-Greene and Linda Hashizume.

Absent

Robert Horvath, Del Bodnarek, Larry Nilsson, Don Holinaty, Sharla Nelson, Village of Coutts.

Call to Order

M. Harris called the meeting to order at 4:10 p.m.

Approval of Agenda

D. Cassie moved the Board approve the agenda as amended.

Addition: 5 a) Caregiver Care

Carried Unanimously

Minutes

E. Weistra moved the minutes of the April 10, 2019 FCSS Board meeting be approved as presented.

Carried Unanimously

Delegation

Larry Randle, Parliamentarian presented to the Board.

B. Chapman arrived at 4:23 p.m.

Z. Morrison indicated Larry Randle's presentation will be loaded onto the Board portal on our website.

Larry Randle left the meeting at 5:00 p.m.

Evelyn Florence-Greene left the meeting at 5:00 p.m.

Reports

Director

Z. Morrison reviewed the Director's report.

The Board requested a copy of the 2018-2019 FCSS Year in Review be sent to Joseph Schow, Member Elect for Cardston-Siksika.

G. Bekkering moved the Board approve the Director's Report as presented.

Carried Unanimously

Financial Report

Z. Morrison reviewed the Financial Report.

Z. Morrison discussed his proposed changes to the financial report layout.

D. Heggie moved the Board approve May 2019 Financial Report including:

- Financial statement for March 2019;
- Monthly accounts for March 26 to April 25, 2019; and
- Mastercard statement for April 10, 2019.

Carried Unanimously

New Business

G. Bekkering enquired if FCSS has any programs that offer support for Caregivers who work in Seniors care facilities.

Z. Morrison responded our Seniors Wellness Coordinator offers the COMPASS for the Caregiver program. The COMPASS program helps caregivers balance their own well-being with the challenges of caregiving. The program has been offered several times. However, Caregivers often have challenges attending due to their caregiving responsibilities. Z. Morrison indicated he did not know if this program has been offered to workers at Seniors care facilities.

Round Table Discussion

Z. Morrison distributed a handout regarding the “FCSS Impact of the Community Volunteer Income Tax Program” for the province of Alberta.

Z. Morrison reported Barons-Eureka-Warner FCSS provides support for the Volunteer Income Tax Program for locations in our area that currently do not already have an existing volunteer in place. Clinics in 2019 were held in Stirling, Vauxhall and Taber. Z. Morrison said the key to offering programs in other communities is the recruitment and training of volunteers.

Z. Morrison reported at the Family and Community Support Services Association of Alberta (FCSSAA) South Region meeting he was nominated to be one of two representatives for the South Region FCSSAA Directors network.

D. Cassie moved the Board support Z. Morrison role as the South Region Representative on the FCSSAA Directors Network.

Carried Unanimously

Z. Morrison will provide an update on Alberta 211 at the June 5, 2019 Board meeting.

Z. Morrison will report on the Family and Community Support Services Outcomes Report and the 2019-2021 Strategic Plan at the June 5, 2019 Board meeting.

D. Cassie expressed his appreciation to Z. Morrison for attending the Coalhurst Council meeting to provide an update on FCSS programs and activities in their community.

E. Weistra asked what the process is to book Z. Morrison to attend the Barons Council meeting. Z. Morrison replied Board members should ask their CAO's to contact him directly regarding attending at a Council meeting.

Closed Session

M. McCanna moved the Board move in-camera at 5:30 p.m.
Carried Unanimously

D. Heggie moved the Board move to regular session at 5:45 p.m.
Carried Unanimously

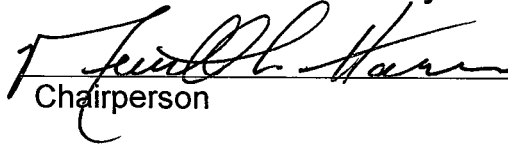
M. McCanna moved the Board approve the annual grid step increase for Z. Morrison, Executive Director, effective April 1, 2019.
Carried Unanimously

Date of Next Meeting

The date of the next regular Board meeting will be June 5, 2019 at 4:00 pm at the Coaldale FCSS office.

Adjournment

G. Bekkering moved the meeting adjourn at 5:55 p.m.
Carried Unanimously


Chairperson


Director

May 23, 2019



Mayor Craig and Councillors
Town of Coaldale
1920 - 17 Street
Coaldale, AB T1M 1M1



Dear Mayor Craig and all Members of Council;

Subject: Awards from the Alberta Recreation and Parks Association and the Government of Alberta honour outstanding work in your community

The Alberta Recreation and Parks Association (ARPA), alongside the Government of Alberta, is pleased to present a number of awards that celebrate leadership and inspire excellence in the province's recreation and parks sector.

Award recipients will be honoured in front of their peers at the President's Awards Banquet on Saturday, October 26, 2019, where 500 delegates will be in attendance at the Fairmont Chateau Lake Louise as part of our annual Conference and Energize Workshop. We believe this formal recognition inspires Albertans to further outstanding work, and we ask that you consider nominating deserving members of your community for one of the following prestigious awards.

Lieutenant Governor's Leadership for Active Communities Awards

These awards honour the achievements of groups and individuals who are leading their communities to increase citizen participation in active living, recreation and sport, resulting in healthier people and communities. This year's awards are Community Leader of Tomorrow, Corporate Community Leader and Outstanding Community Leader. The Lieutenant Governor will be in attendance at the President's Awards Banquet to present all three awards.

Alberta Recreation and Parks Association's Awards

ARPA celebrates excellence through a number of diverse awards, including the A.V. Pettigrew Award, presented to a community or organization that has made a significant impact on improving the quality of life of their citizens through recreation and parks.

Government of Alberta's Recreation Volunteer Recognition Awards

These awards honour volunteers who have made significant contributions to recreation development at the community level.

Please visit the ARPA website at www.arpaonline.ca/awards/main to view more details on each of the awards and to complete our online nomination form.

We look forward to reading about and recognizing the devoted individuals and groups working to improve your community, our province and the lives of Albertans.

Yours sincerely,

Heather Cowie
President

11759 Groat Road NW • Edmonton • Alberta • T5M 3K6

ph: 780-415-1745 • fax: 780-451-7915 • arpa@arpaonline.ca • www.arpaonline.ca